



**Board of Aldermen
Regular Meeting
Agenda Packet
May 13, 2025**



AGENDA
Spencer Board of Aldermen
Regular Meeting
6:00 p.m.

DATE
May 13, 2025

The Board of Aldermen meets on the second Tuesday of each month at 6:00 p.m., with a pre-agenda meeting the Thursday prior at 5:30 p.m. The primary purpose of the pre-agenda meeting is to review the agenda for the upcoming regular meeting, set the consent agenda, hold public hearings, and receive other presentations. Regular meetings focus on action items, departmental reports, and other business. Both meetings are open to the public and held in the Hilda B. Palmer Board Room in Town Hall, located at 460 South Salisbury Avenue. A printed copy of the entire agenda packet is available in the H. B. Palmer Board Room for public use. Please find meeting agendas, minutes, and a link to view the meetings live or on-demand at spencernc.gov/town-government-and-services/aldermen-meeting-and-agenda.

1. CALL TO ORDER – Alderwoman Patricia Sledge

2. INVOCATION – Alderman Steve Miller

3. PLEDGE OF ALLEGIANCE – Alderwoman Patricia Sledge

4. ADDITIONS/DELETIONS AND ADOPTION OF AGENDA

5. RECOGNITIONS

a. Alderwoman Patricia Sledge – Community Garden Tea Party Fundraiser

6. PUBLIC COMMENT This agenda item is included to allow input to the Board of Aldermen from any citizen who wishes to address the Board without requesting to be on the agenda. Those who wish to address the Board of Aldermen must provide their name, address, and topic to be addressed. The Board will listen and may or may not respond at their discretion or may decide to place a topic on a future agenda. A speaker will be allowed three (3) minutes to speak.

7. CONSENT AGENDA The Consent Agenda is the first order of business. The items listed are believed to be non-controversial and administrative in nature. There will be no separate discussion of the items unless an Alderman or citizen requests and is granted permission to speak. The item(s) will then be removed from the Consent Agenda and considered individually. Otherwise, all items will be enacted by one motion.

a. APPROVAL OF MINUTES: April 3, 2025, Pre-Agenda Minutes

April 8, 2025, Regular Meeting Minutes

b. CONSIDER ADOPTING – Budget Ordinance Amendment 24-10.018 Appropriating Funds for a Public Works Department Woodchipper

c. CONSIDER ADOPTING – Budget Ordinance Amendment 24-10.019 Appropriating Funds for a Police Department Golf Cart

d. CONSIDER ADOPTING – Budget Ordinance Amendment 24-10.020 Appropriating Funds for Police Training Fee

- e. **CONSIDER ADOPTING** – Yadkin River Trailhead Project Budget Ordinance Amendment 22-020.02 with Updates
 - f. **CONSIDER ADOPTING** – Stanback Forest Center & Trails Project Ordinance 25-10
 - g. **CONSIDER ADOPTING** – Resolution 25-06 Adopting Iredell-Rowan Regional Hazard Mitigation Plan
- 8. **CONSIDER ADOPTING – Resolution 25-07 Opposing Legislative Preemption of Local Government Planning and Zoning**
- 9. **CONSIDER ADOPTING – Ordinance 25-06 Annex Parcel 051 052 Located Along Willow Creek Drive and Addressed as 1230 Long Ferry Road**
- 10. **CONSIDER ADOPTING – Ordinance 25-07 Rezone Part of Parcel 051 052 Located Along Willow Creek Drive and Addressed as 1230 Long Ferry Road Pursuant to Annexation**
- 11. **CONSIDER ADOPTING – Ordinance 25-08 Amending Article 17 of the Town’s Development Ordinance Addressing Signs in the I-85 Corridor**
- 12. **CONSIDER ADOPTING – Ordinance 25-09 Salisbury/Spencer Growth Area Agreement**
- 13. **CONSIDER ADOPTING – Ordinance 25-03.01 to Increase the Parks & Recreation Advisory Board (PRAB) from Five (5) Members to Six (6) Members**
- 14. **CONSIDER APPOINTING – Phip Sparger as the Sixth Member of the PRAB**
- 15. **CONSIDER AUTHORIZING – Town Manager to Enter into a Brownfields Assessment Coalition Memorandum of Agreement with Centralina Regional Council and City of Mount Holly**
- 16. **Consider Appointing – Billie Lynn Sullivan to the Historic Preservation Commission (HPC) for a 4-year Term**
- 17. **DEPARTMENTAL REPORTS**
 - a. Planning
 - b. Code Enforcement
 - c. Police
 - d. Fire
 - e. Public Works
 - f. Finance
 - g. Library
- 18. **TOWN MANAGER REPORT**
- 19. **REQUESTS & COMMENTS by the Board Members**
- 20. **EXECUTIVE SESSION per NC General Statute 143-318.11 (if needed)**
- 21. **RECESS until Thursday, May 22, 2025, at 6:00 p.m. in the Hilda B. Palmer Board Room**

704-633-2231
spencernc.gov



Post Office Box 45
Spencer, NC 28159-0045

Rowan's Original Gateway.

Agenda Item Coversheet

Meeting Date: 05/13/2025

Agenda Item #: 7. a.

Agenda Item Title: Approval of April 2025 Minutes

Category: Consent Agenda

Presenter(s): Anna Ward, Town Clerk

Explanation:

Town Clerk Anna K. Ward has drafted minutes for the Board of Aldermen Pre-Agenda Meeting held on April 3, 2025, and the Regular Meeting held on April 8, 2025. Alderwoman Patricia Sledge has proofread the drafted minutes and Town Clerk Ward has made the suggested grammatical and spelling corrections.

Financial Impact:

None.

Recommended Motion:

Approve the minutes from the Pre-Agenda Meeting held on April 3, 2025, and the Regular Meeting held on April 8, 2025, on the Consent Agenda.

Attachment(s): ☒ Yes ☐ No

1. April 3, 2025, Pre-Agenda Meeting Minutes (draft)
2. April 8, 2025, Regular Meeting Minutes (draft)

MINUTES
Spencer Board of Aldermen
Pre-Agenda Meeting
April 3, 2025

The Town of Spencer Board of Aldermen met in regular session to conduct a pre-agenda meeting in the Hilda B. Palmer Board Room at the Spencer Town Hall on Thursday, April 3, 2025, at 5:30 p.m.

Present were: Mayor Jonathan Williams
Mayor Pro Tempore Patti Secreast
Alderman Steve Miller
Alderdwoman Erin Moody
Alderman Andrew Howe
Alderman Rashid Muhammad
Alderdwoman Patricia Sledge

Also present were: Town Manager Peter Franzese, Town Clerk Anna Kanode Ward, Finance Officer Heather Kann, Public Works Director Joel Taylor, Fire Chief Michael Lanning, Police Chief Michael File, Special Projects Planner Joe Morris, and Planning & Zoning Administrator Steve Blount.

MPA Intern Skye Allan attended via Zoom.

Mayor Williams called the meeting to order, gave the invocation, and led the Pledge of Allegiance.

PUBLIC FEEDBACK – Adaptive Reuse of 401 11th Street for Recreational Purposes

Special Projects Planner Morris gave a presentation regarding the adaptive reuse of 401 11th Street for recreational purposes and answered questions from the Mayor and Board. Town staff are exploring grant opportunities for the adaptive reuse of 401 11th Street as a dedicated park and recreation facility. Among the funding possibilities is the Parks and Recreation Trust Fund (PARTF) grant program, which, as part of the application process, requires public review and input along with endorsement by the elected board.

Staff are seeking matching funds for the PARTF grant. The proposed resolution authorizes staff to pursue grant and matching funds, establishes the dedicated use of 401 11th Street as a park and recreation facility, and certifies the Mayor and Board of Aldermen's support for the public recreation project.

The costs for the adaptive reuse of the property may exceed \$2 million, depending on final design and phasing. Staff are requesting authorization to pursue the PARTF grant of up to \$500,000 – while exploring matching funds and private contributions. A resolution describing the grant strategy will be available as a separate agenda item for the April 8, 2025, Regular Meeting.

Being no one present wishing to speak, it was the consensus of the Board to move on to the next agenda item.

CONSIDER APPROVING – Art Concept for Storefront Window Graphics

Town Manager Franzese gave a presentation regarding the art concept for the storefront window graphics and answered questions from the Mayor and Board. In the fall, staff solicited informal quotes for design,

production, and installation of perforated window graphics for four storefront sections of our vacant space next to Spencer Town Hall and Police Department.

Duncan-Parnell was selected for this work, to obscure the view into our storefront windows and complement Park Plaza improvements with some historical images and Town branding. These areas are shown on the attached floor plan as Lease Space 01, 02, and 03. On the attached elevation plan they are marked as J, K, L, and M. The goal is to cover the glass from the top of the door frame level down, including the doors. We would leave the upper parts of the glass as-is (approximately the top two feet). Basic information about Space available for lease would be included on Sections L and M.

We are greatly appreciative of the staff at NC Transportation Museum for their partnership on this project, and in particular, former NCTM staff and current Reed Gold Mine site Manager Larry Neal. Most images in the concept were provided courtesy of Larry Neal, who is the author of Southern Railway's Historic Spencer Shops, part of Arcadia Publishing's "Images of America" series.

The cost for this project is \$6,540, with \$2,250 for design and \$4,404 for design and installation. Funding for this is available in our current year budget.

Action

Alderman Miller moved to approve the art concept for the storefront window graphics as presented. Alderwoman Moody seconded the motion, which carried by a vote of 6 – 0.

REVIEW OF APRIL 8, 2025, AGENDA

INVOCATION

Alderwoman Sledge volunteered to give the invocation at the at the April 8, 2025, regular meeting.

RECOGNITIONS

Mayor Williams wishes to give proclamations for National Public Health Week (NPHW) and for International Professional Municipal Clerks Week.

ADDITIONS/DELETIONS

It was the consensus of the Board to add "CONSIDER DESIGNATING - Voting Delegate for the 2025 - 2026 North Carolina League of Municipalities (NCLM) Board of Directors Election" as item number 7. e. on the Consent Agenda with Alderman Muhammad as the voting delegate as he would be in attendance throughout the entirety of CityVision 2025.

It was the consensus of the Board to add "CONSIDER APPOINTING - Parks & Recreation Advisory Board Members" as item number 8, just after consent agenda.

It was the consensus of the Board to add "CONSIDER APPOINTING - Firefighters' Relief Fund Board Member" as item number 14, just before Deptmental Reports.

It was the consensus of the Board to add "CONSIDER ADOPTING - Modifications to the Parks & Recreation Capital Improvement Plan" as item number 9, between appointing the Parks & Recreation Advisory Board and adopting Resolution 25-02 supporting an applicaton for a PARTF grant.

It was the consensus of the Board to add "CONSIDER APPROVING - Audit Contract" as item number 17 between appointing a Firefighters' Relief Fund board member and Departmental Reports.

CONSENT AGENDA

It was the consensus of the Board to move the following items to the consent agenda:

- a. APPROVAL OF MINUTES:** March 6, 2025, Pre-Agenda Meeting Minutes
 March 7, 2025, Strategic Planning Session Minutes
 March 11, 2025, Regular Meeting Minutes
- b. CONSIDER ADOPTING –** Budget Ordinance Amendment 24-10.016 Police Department Towing and Storage Reimbursement
- c. CONSIDER ADOPTING –** Yadkin River Trailhead Project Budget Ordinance Amendment 22-020.02
- d. CONSIDER ADOPTING –** Budget Ordinance Amendment 24-10.017 Reappropriate Funds for the Abatement of Old Town Hall

It was the consensus of the Board to leave the remaining items on the regular agenda.

EXECUTIVE SESSION

It was the consensus of the Board that there was no reason to go into Executive Session.

ADJOURNMENT

Mayor Pro Tempore Secreast moved to adjourn the meeting. Alderman Muhammad seconded the motion, which carried by a vote of 6 – 0. The meeting stood adjourned at 6:20p.m.

Approved by:

Attest:

Patti Secreast, Mayor Pro Tempore

Anna Kanode Ward, Town Clerk

MINUTES
Spencer Board of Aldermen
Regular Meeting
April 8, 2025

The Town of Spencer Board of Aldermen met in regular session to conduct a regular meeting in the Hilda B. Palmer Board Room at the Spencer Town Hall on Tuesday, April 8, 2025, at 6:05 p.m.

Present were: Mayor Jonathan Williams
Mayor Pro Tempore Patti Secreast
Alderwoman Erin Moody
Alderman Andrew Howe
Alderman Rashid Muhammad
Alderwoman Patricia Sledge

Alderman Steve Miller arrived at 6:28 p.m.

Also present were: Town Manager Peter Franzese, Town Attorney Jay Dees, Town Clerk Anna Kanode Ward, Finance Officer Heather Kann, Public Works Director Joel Taylor, Fire Chief Michael Lanning, Police Lieutenant Brian Leonard, Special Projects Planner Joe Morris, Planning & Zoning Administrator Steve Blount, and Planner Kyle Harris.

MPA Intern Skye Allan attended via Zoom.

Mayor Williams called the meeting to order.

Alderwoman Sledge gave the invocation.

Mayor Williams led the Pledge of Allegiance.

ADDITIONS/DELETIONS

It was the consensus of the Board to remove item 16, "CONSIDER APPOINTING - Firefighters' Relief Fund Board Member," per staff recommendation.

Action

Alderman Muhammad moved to adopt the agenda as presented. Mayor Pro Tempore Secreast seconded the motion, which carried by a vote of 5 – 0.

RECOGNITIONS

Mayor Williams read proclamations for National Public Health Week (NPHW) and the 56th Annual Professional Municipal Clerks Week/Town Clerk Anna K. Ward Achieving Certified Municipal Clerk Designation. Both proclamations are included in the body of the minutes below.

PROCLAMATION
Office of the Mayor

WHEREAS, the week of April 7, 2025, is National Public Health Week, and the theme is "It Starts Here," highlighting the importance of making a difference in our home, community, and Town of Spencer, North Carolina; and

WHEREAS, this year is the 30th anniversary of celebrating National Public Health Week, and in the past 30 years, significant strides have been made in public health, including the following public health successes:

- (1) deaths due to HIV/AIDS, which peaked in 1994 at 49,095 AIDS-related deaths that year in the U.S., have dropped significantly with Antiretroviral therapy ensuring most people with HIV can live normal lifespans, and prevention tools like PrEP significantly reduce transmission;
- (2) smoking rates, which were as high as 25.5% among U.S. adults in 1994, have now fallen to 11.4 % due to comprehensive smoke-free policies, public awareness campaigns, and taxation of tobacco products;
- (3) childhood mortality, which was at a rate of 13.8 deaths per 1,000 live births in 1994, has now fallen to 5.4 deaths per 1,000 live births due to vaccines, better healthcare access and nutrition;
- (4) mental health awareness and treatment, with 40% of people with mental health conditions being untreated in 1994, has progressed with increased awareness, parity laws and integration into primary care, which have expanded access to mental health services and reduced treatment gaps;
- (5) lead poisoning, with 4.4% of U.S. children having elevated blood lead levels in 1994, has now fallen to less than 0.5% due to policies banning leaded gasoline and reducing lead in paint, pipes, and water systems;
- (6) health impacts of climate change such as rising heat-related deaths were under-recognized in 1994, but are now being mitigated by actions such as public health campaigns, local adaptation plans including cooling centers and other preparedness plans to protect the public from extreme weather, wildfires and other regional threats and global frameworks like the Paris Agreement;
- (7) pandemic preparedness, which was in its infancy in 1994, has now grown, especially after the COVID-19 pandemic, spurring significant advancements in mRNA technology, global vaccine deployment, and increased investments in infrastructure, stockpiles, and global surveillance — all of which must be sustained.

WHEREAS, racial and ethnic minority populations in the United States continue to experience disparities in the burden of illness and death, as compared with the entire population of the United States; and

WHEREAS, a person's health status can differ drastically by ZIP code due to differences in the built environment, environmental quality, community context, access to healthy food, access to education, and access to health care; and

WHEREAS, public health organizations use National Public Health Week to educate public policymakers, public health professionals, and the public on issues that are important to improving the health of the people of the United States; and

WHEREAS, public health professionals help communities prevent, prepare for, withstand, and recover from the impact of a full range of health threats, ranging from infectious disease outbreaks to natural disaster preparedness; and

WHEREAS, efforts to adequately support public health and prevent disease and injury can continue to transform a health system focused on treating illness into one focused on preventing disease and injury, and promoting wellness.

NOW, THEREFORE, I, Jonathan D. Williams, by virtue of the authority vested in me as Mayor of the Town of Spencer, and on behalf of the entire Board of Aldermen and all our citizens, do hereby proclaim the week of April 7-13, 2025, as

National Public Health Week

in Spencer, North Carolina and call upon the people of Spencer to observe this week by helping our families, friends, neighbors, co-workers and leaders to recognize the contribution of public health in (1) improving the health of the people of our state and (2) achieving health equity, as the theme states, "It Starts Here."

IN WITNESS WHEREOF, I have ordered the town seal affixed by my signature on this the eighth day of April in the year of our Lord Two Thousand and Twenty-Five.

PROCLAMATION Office of the Mayor

WHEREAS, the Office of the Professional Municipal Clerk is a time-honored and vital part of local government existing throughout the world; and

WHEREAS, the Municipal Clerk is the oldest among public servants and the only statutorily required position for all units of local government in North Carolina; and

WHEREAS, Municipal Clerks provide the professional link between citizens, local governing bodies, and various agencies at all levels of government; and

WHEREAS, Professional Municipal Clerks are committed to upholding principles of neutrality, impartiality, and equal service to all members of the community; and

WHEREAS, the Professional Municipal Clerk serves as the information hub for local government operations and community affairs; and

WHEREAS, Professional Municipal Clerks continuously strive to enhance the administration of their office by actively participating in educational programs, professional development opportunities, and the annual conferences of their state, provincial, county, and international associations; and

WHEREAS, it is most appropriate that we recognize the accomplishments of the Office of the Professional Municipal Clerk, and in particular, our Town Clerk Anna Kanode Ward; and

WHEREAS, Professional Municipal Clerks Week was established in 1969 by the International Institute of Municipal Clerks (IIMC) and is endorsed by the North Carolina Association of Municipal Clerks (NCAMC) and all other members throughout the United States, Canada, and 15 other countries; and

WHEREAS, in 1984 and 1994, Presidents Ronald Reagan and Bill Clinton, respectively, signed proclamations officially declaring Professional Municipal Clerks Week the first full week of May and recognizing the essential role Municipal Clerks play in local government; and

NOW, THEREFORE, I, Jonathan D. Williams, by virtue of the authority vested in me as Mayor of the Town of Spencer, and on behalf of the entire Board of Aldermen and all our citizens, do hereby proclaim May 4-10, 2025, as:

PROFESSIONAL MUNICIPAL CLERKS WEEK

BE IT FURTHER PROCLAIMED, that we extend our APPRECIATION to our Town Clerk,

ANNA KANODE WARD

and to all Professional Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

IN WITNESS WHEREOF, I have ordered the town seal affixed by my signature on this the eighth day of April in the year of our Lord Two Thousand and Twenty-Five.

PUBLIC COMMENT

Mayor Williams opened the floor to receive public comment.

Being no one present wishing to speak, Mayor Williams closed the public comment portion of the meeting.

CONSENT AGENDA

Aldерwoman Sledge moved to approve the consent agenda as presented. Alderman Muhammad seconded the motion, which carried by a vote of 5 – 0. Items b - d are incorporated in the body of the minutes below. Items approved were:

- a. APPROVAL OF MINUTES:** March 6, 2025, Pre-Agenda Meeting Minutes
 March 7, 2025, Strategic Planning Session Minutes
 March 11, 2025, Regular Meeting Minutes
- b. CONSIDER ADOPTING** – Budget Ordinance Amendment 24-10.016 Police Department Towing and Storage Reimbursement
- c. CONSIDER ADOPTING** – Yadkin River Trailhead Project Budget Ordinance Amendment 22-020.02

- d. **CONSIDER ADOPTING** – Budget Ordinance Amendment 24-10.017 Reappropriate Funds for the Abatement of Old Town Hall
- e. **CONSIDER DESIGNATING** – Alderman Rashid Muhammad as Voting Delegate for the 2025 - 2026 North Carolina League of Municipalities (NCLM) Board of Directors Election

AN ORDINANCE AMENDING THE TOWN OF SPENCER, NORTH CAROLINA FY 24-25 ANNUAL BUDGET
ORDINANCE 24-10.016

BE IT ORDAINED, by the Governing Board of the Town of Spencer, North Carolina, that the following amendment of anticipated fund revenues and departmental expenditures, certain Fee and Charge Schedules, and with certain restrictions and authorizations, are hereby appropriated and approved for the operation of Town Government and its activities for the Fiscal Year beginning July 1, 2024, and ending on June 30, 2025:

Section 1. The Town received \$235.00 reimbursement payment from the towing and storage fees of a Department of Revenue seizure.

Section 2. To amend the FY 24-25 expense appropriations as follows to appropriate the appropriate revenues and expenditures for this reimbursement:

<u>Revenues</u>				
Account	Title	Current Budget	Amended Budget	(Decrease) Increase
10-3838-000	Insurance Reimbursement	\$11,612	\$11,847	\$235
<u>Expenditures</u>				
Account	Title	Current Budget	Amended Budget	(Decrease) Increase
10-4310-353	Maintenance - Vehicles	\$26,281	\$26,516	\$235

Section 3. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board, and to the Town Manager and the Finance Officer for record-keeping.

YADKIN RIVER TRAILHEAD PROJECT BUDGET ORDINANCE AMENDMENT 22-020.02

BE IT ORDAINED by the Governing Board of the Town of Spencer, North Carolina, the following transfer from the General Fund budgeted in the FY23 budget and anticipated additional donations for the Yadkin River Trailhead Project are hereby appropriated, amending Ordinance 20-012 and

Section 1. The Project has completed all work and has \$33,412 remaining in cash. These additional funds need to be transferred back to the General Fund, and

Section 2. To appropriate donated revenues, transfer expense appropriations, and provide for a transfer to the General Fund of \$33,412:

<u>Revenues</u>				
Account	Title	Current Budget	Amended Budget	(Decrease) Increase
90-3985-240	Yadkin River Trailhead Donations	\$631,974	\$637,724	\$ 5,750
<u>Expenditures</u>				
Account	Title	Current Budget	Amended Budget	(Decrease) Increase
90-4910-194	Contract Services	\$ 69,817	\$ 69,816	\$ (1)
90-4910-580	Capital Outlay - Infrastructure	\$746,958	\$719,297	\$ (27,661)
90-4910-910	Transfer to General Fund	\$ 0	\$ 33,412	\$ 33,412
				\$ 5,750

Section 3. Copies of this project budget amendment shall be furnished to the Clerk of the Governing Board, as well as to the Town Manager and the Finance Manager, for record-keeping purposes.

AN ORDINANCE AMENDING THE TOWN OF SPENCER, NORTH CAROLINA FY 24-25 ANNUAL BUDGET
ORDINANCE 24-10.017

BE IT ORDAINED, by the Governing Board of the Town of Spencer, North Carolina, that the following amendment of anticipated fund revenues and departmental expenditures, certain Fee and Charge Schedules, and with certain restrictions and authorizations, are hereby appropriated and approved for the operation of Town Government and its activities for the Fiscal Year beginning July 1, 2024, and ending on June 30, 2025:

Section 1. The Town appropriated funds for the abatement of the old Town Hall in FY2024 in account 10-4130-194 Contract Services

Section 2. These funds were not carried forward from FY2024 to FY2025.

Section 3. To appropriate the revenues and expenditures for the abatement of old Town Hall:

		Revenues		
Account	Title	Current Budget	Amended Budget	(Decrease) Increase
10-3991-000	Appropriated Fund Balance	\$727,175	\$786,175	\$59,000
		Expenditures		
Account	Title	Current Budget	Amended Budget	(Decrease) Increase
10-4130-194	Contract Services	\$167,764	\$226,764	\$59,000

Section 4. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board, and to the Town Manager and the Finance Officer for record-keeping.

CONSIDER APPOINTING – Parks & Recreation Advisory Board Members

Special Projects Planner Morris gave a presentation regarding the applicants to the Parks & Recreation Advisory Board and answered questions from the Mayor and Board. On February 11, 2025, the Mayor and Board of Aldermen adopted Ordinance 25-03 to create a 5-member Parks and Recreation Advisory Board. As of this date, six (6) applications have been received. Copies of the applications are attached for review by the Mayor and the Board of Aldermen.

Operational expenses, including administrative support for the proposed Parks and Recreation Advisory Board, will be categorized as a general governance expense within the currently budgeted amounts.

Actions

Aldерwoman Moody moved to revise Ordinance 25-03, an ordinance to amend the Town of Spencer Code of Ordinances, Title III, Chapter 32, to create a Parks & Recreation Advisory Board, to make it a six-member board instead of a five-member board. Alderman Muhammad seconded the motion. Town Attorney Dees advised the Board to amend the motion to direct staff to amend Ordinance 25-03 to change the Parks & Recreation Advisory Board into a six-member board and, in the meantime, one of the applicants will be designated as an alternate board member.

Aldерwoman Moody amended her motion to appoint five candidates, with the sixth being an alternate, and to direct staff to amend Ordinance 25-03 to make the Parks & Recreation Advisory Board a six-member board. Alderman Muhammad seconded the motion, which carried by a vote of 5 – 0.

It was the consensus of the Board to make the last candidate to apply the alternate board member.

Alderman Miller entered the Board Room at 6:28 p.m.

Alderwoman Sledge moved to appoint Dionne Dixon, James (Jim) Gobbel, Vivian Koontz, Jack Moore, and James (Bob) Pendergrass as the regular members and Phip Sparger as an alternate to the Parks & Recreation Advisory Board. Mayor Pro Tempore Secreast seconded the motion, which carried by a vote of 6 – 0.

CONSIDER ADOPTING – Resolution 25-05 Modifying The Parks & Recreation Capital Improvement Plan

Special Projects Planner Morris gave a presentation regarding Resolution 25-05 modifying the Parks & Recreation Capital Improvement Plan (CIP) and answered questions from the Mayor and Board. Town staff has prepared a multi-year Parks and Recreation Capital Improvement Plan (CIP) for consideration by the Mayor and the Board of Aldermen. The CIP is a helpful guide for anticipating the costs of Parks and Recreation infrastructure. It helps align funding strategies for implementing items identified for development and improvement through the Parks and Recreation Comprehensive Plan.

The intent of the CIP is to anticipate future expenditures for parks and recreation facilities in a manner that comports with available financial resources. The preparation of the CIP is an essential element for application for Parks and Recreation (PARTF) funding. Adopting the CIP will potentially generate, through the application process, grant awards for implementing the Parks and Recreation Master Plan.

Action

Alderwoman Sledge moved to adopt Resolution 25-05 modifying the Parks & Recreation Capital Improvement Plan, which is incorporated in the body of the minutes below. Mayor Pro Tempore Secreast seconded the motion, which carried by a vote of 6 – 0.

RESOLUTION 25-05

**A RESOLUTION TO ADOPT A MULTI-YEAR PARKS AND RECREATION CAPITAL IMPROVEMENT PLAN
FOR FISCAL YEARS 2024 -2030**

WHEREAS, the Town of Spencer seeks to implement a fiscally responsible strategy for the improvement and development of parks and recreation facilities for the health, safety, and economic welfare of its citizens; and

WHEREAS, the alignment of local economic resources with available state and federal funding sources is essential to the ability to provide recreation infrastructure as described in the Town of Spencer's Comprehensive Parks and Recreation Master Plan;

WHEREAS, a multi-year Parks and Recreation Capital Improvement Plan seeks to balance projected revenues and expenditures based on financial forecasts and assumptions with the Town's long-range financial capacity; and

WHEREAS, the Town will update the Parks and Recreation Capital Improvement Plan annually as part of the Town's regular budget process; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Board of Aldermen of the Town of Spencer, North Carolina, to adopt the 2026 – 2031 Parks and Recreation Capital Improvement Plan.

This resolution shall become effective immediately upon adoption.

CONSIDER ADOPTING – Resolution 25-02 Supporting The Application For A PARTF Grant And Master Plan For The Adaptive Reuse Of 401 11th Street As A Dedicated Parks And Recreation Facility

Special Projects Planner Morris gave a presentation regarding Resolution 25-02 supporting the application for a PARTF Grant and Master Plan for the adaptive reuse of 401 11th Street as a dedicated parks and recreation facility and answered questions from the Mayor and Board. Town staff are exploring grant opportunities for the adaptive reuse of 401 11th Street as a dedicated park and recreation facility. Among the funding possibilities is the Parks and Recreation Trust Fund (PARTF) grant program, which, as part of the

application process, requires public review and input and endorsement by the elected board. Staff are seeking matching funds for the PARTF grant. The proposed resolution authorizes staff to pursue grant and matching funds, establishes the dedicated use of 401 11th Street as a park and recreation facility, and certifies the Mayor and Board of Aldermen's support for the public recreation project.

The costs for the adaptive re-use of the property may exceed \$2 million, depending on the final design and phasing. Staff request authorization to pursue the PARTF grant of up to \$500,000 while exploring matching funds and private contributions. A resolution describing the grant strategy will be available as a separate agenda item for the April 8, 2025, Regular Meeting.

Action

Alderman Miller moved to adopt Resolution 25-02 supporting the application for a PARTF Grant and Master Plan for the adaptive reuse of 401 11th Street as a dedicated parks and recreation facility, which is incorporated in the body of the minutes below. Alderwoman Sledge seconded the motion, which carried by a vote of 6 – 0.

RESOLUTION 25-02

A RESOLUTION IN SUPPORT OF THE APPLICATION FOR A PARKS & RECREATION TRUST FUND GRANT AND MASTER PLAN FOR THE ADAPTIVE REUSE OF 401 11TH STREET AS A DEDICATED PARKS & RECREATION FACILITY

WHEREAS, the Town of Spencer seeks to develop a dedicated recreation facility as part of the Fred and Alice Stanback Educational Forest; and

WHEREAS, the town-owned property at 401 11th Street is located near the Stanback Educational Forest's existing primary entrance, main parking area, trail, picnic shelter, and pond; and

WHEREAS, the dedicated recreational facility will provide a vital asset consistent with the Town of Spencer's 2022 Comprehensive Recreation Master Plan and the 2023 Creating Outdoor Recreation Economies Strategic Plan; and

WHEREAS, the master plan for the proposed recreational facility proposes enhanced recreational opportunities for the citizens of Spencer and surrounding communities by supporting a variety of recreational programs and access to more than 15,000 linear feet of trail with a proposed connection to the proposed Grants Creek Blueway Trailhead; and

WHEREAS, the Mayor and Board of Aldermen of the Town of Spencer recognize the unique nature of the town-owned property and its importance to the Stanback Educational Forest; and

WHEREAS, the Mayor and Board of Aldermen of the Town of Spencer, through this resolution, deem it desirable and essential to seek funding through the Parks & Recreation Trust Fund Grant Program.

NOW, THEREFORE, BE IT RESOLVED by the Board of Aldermen of the Town of Spencer, North Carolina, to apply for recreational facility development funding through the Parks & Recreation Trust Fund

This resolution shall become effective immediately upon adoption.

CONSIDER ADOPTING – Resolution 25-03 Directing The Clerk To Investigate A Petition To Annex Property At 1230 Long Ferry Road Received Under NCGS 160A-31

Planner Blount gave a presentation regarding Resolution 25-03 directing the Clerk to investigate a petition to annex property at 1230 Long Ferry Road received under NCGS 160A-31 and answered questions from the Mayor and Board. The owner of parcel 051 052, located at 1230 Long Ferry Road but primarily situated on Willow Creek Drive, has petitioned for annexation into the corporate limits of the Town of Spencer and plans to develop the land for commercial use. Initial plans would include a 30,000 sq. ft., three-story building, with the first floor used for retail (e.g., a coffee shop, convenience store, or credit union) and the second and third

floors used for office and operational space for the owner's primary business, including wellness counseling. The parcel is approximately 20 acres, with approximately one acre being an outparcel located on the south side of Willow Creek Drive, and the main portion of the property is on the north side of that road. No site plan has been submitted at this time; however, it appears that the planned development would leave room for future expansion or additional uses.

Most of the property is located within the Town's extraterritorial jurisdiction (ETJ) and is currently zoned C-85, allowing the proposed use. Approximately 4 acres of property are outside our ETJ and are presently zoned RA by Rowan County. As a part of the annexation process, the Town will rezone this portion of the property to our C-85 classification. County staff have been advised of this intent.

This property is currently in the Miller's Ferry Fire District. According to annexation statutes, the Town would typically assume primary fire protection responsibilities and compensate Miller's Ferry Volunteer Fire Department (VFD) for ongoing capital investments, prorated based on the property's current value as a percentage of their total property tax base. To promote goodwill and not overextend the Town of Spencer Fire Department, staff recommends negotiating with Miller's Ferry for them to continue providing primary fire protection responsibility at a defined fee for a specified number of years. This is the same arrangement previously discussed for the large industrial development farther north on Willow Creek. Miller's Ferry will be advised of this intent with an agreement requiring final approval by the Board of Aldermen.

As with any annexation, the Town must consider the cost of services (fire, police, garbage collection) versus the new tax revenue generated by the development. Preliminary budgeting for the project indicates a final value of approximately \$12,000,000. The current \$0.62/\$100 tax rate would generate \$74,4000 in tax revenue. A portion of this revenue would be allocated to Miller's Ferry VFD to provide fire protection, with the amount subject to negotiation. As per the current policy for retail and commercial businesses, the property owner would provide garbage collection through a private collection company. The Town of Spencer Police Department, however, will protect this business. Initially, existing patrols will provide coverage at a limited extra cost. Police Chief File has briefed the Board of Aldermen on possible future needs in the Long Ferry Road and Willow Creek Drive areas as they continue to develop.

Based on this information, the staff recommends approval of the annexation and the associated rezoning.

Mayor Williams asked if the Spencer Fire Department would have a problem servicing a three-story building. Fire Chief Lanning said it would not be a problem due to the Town's limited number of buildings of that height.

Action

Aldерwoman Sledge moved to adopt Resolution 25-03 directing the Clerk to investigate a petition to annex property at 1230 Long Ferry Road received under NCGS 160A-31, which is incorporated in the body of the minutes below. Alderman Muhammad seconded the motion, which carried by a vote of 6 – 0.

RESOLUTION 25-03

A RESOLUTION DIRECTING THE CLERK TO INVESTIGATE PETITION RECEIVED UNDER NCGS 160A-31 FOR ANNEXATION

WHEREAS, a petition requesting annexation of an area described in said petition was received on 3/17/2025 by the Board of Aldermen of the Town of Spencer; and

WHEREAS, G.S. 160A-31 provides that the sufficiency of the petition shall be investigated by the Town Clerk before further annexation proceedings may take place; and

WHEREAS, the Board of Aldermen of the Town of Spencer deems it advisable to proceed in response to this request for annexation;

NOW, THEREFORE, BE IT RESOLVED by the Board of Aldermen of the Town of Spencer, North Carolina, that:

Section 1. The Town Clerk is hereby directed to investigate the sufficiency of the above-described petition and to certify the results of her investigation to the Board of Aldermen as soon as possible.

Section 2. This ordinance shall become effective immediately upon adoption.

TOWN CLERK TO PRESENT – Certificate of Sufficiency for Petition to Annex Property at 1230 Long Ferry Road

Town Clerk K. Ward presented the Mayor and Board with the Certificate of Sufficiency for the petition to annex property at 1230 Long Ferry Road.

Action

Alderman Muhammad moved to accept the Certificate of Sufficiency for a petition to annex property at 1230 Long Ferry Road. Alderwoman Moody seconded the motion, which carried by a vote of 6 – 0.

CONSIDER ADOPTING – Resolution 25-04 Setting A Public Hearing Date For The Proposed Annexation Of Property At 1230 Long Ferry Road

Planning & Zoning Administrator Blount gave a presentation regarding Resolution 25-04 setting a public hearing date for the proposed annexation of property at 1230 Long Ferry Road and answered questions from the Mayor and Board.

Action

Alderwoman Moody moved to adopt Resolution 25-04 setting a public hearing date for the proposed annexation of property at 1230 Long Ferry Road, which is incorporated in the body of the minutes below. Alderman Howe seconded the motion, which carried by a vote of 6 – 0.

RESOLUTION 25-04

A RESOLUTION FIXING DATE OF PUBLIC HEARING ON QUESTION OF ANNEXATION PURSUANT TO NCGS 160A-31

WHEREAS, a petition requesting annexation of an area described in said petition was received on 3/17/2025 by the Board of Aldermen of the Town of Spencer; and

WHEREAS, the Board of Aldermen has by resolution directed the Town Clerk to investigate the sufficiency of the petition; and

WHEREAS, certification by the Town Clerk as to the sufficiency of the petition has been made;

NOW, THEREFORE, BE IT RESOLVED by the Board of Aldermen of the Town of Spencer, North Carolina, that:

Section 1. A public hearing on the question of annexation of the area described herein will be held at Spencer's Town Hall, 460 S Salisbury Ave. in Spencer, NC at 6:00 PM or soon thereafter on May 8, 2025.

Section 2. The area proposed for annexation is described as follows:

Beginning on a 5/8 Inch Iron Rebar set in the northern 100-foot public right-of-way line of Willow Creek Drive, having North Carolina State plane coordinates of N: 710,924.56 feet, E: 1,585,293.61 feet; thence along and with the northern 100-foot public right-of-way line of Willow Creek Drive the following four (4) courses and distances:

- 1) Along and with a curve to the right, having a radius of 220.00 feet, an arc length of 42.17 feet and a chord bearing and distance of North 52°09'36" West, 42.10 feet to a Concrete right-of-way Monument found;
- 2) North 57°40'12" West, 243.65 feet to a 5/8 Inch Iron Rebar set;
- 3) Along and with a curve to the right, having a radius of 714.03 feet, an arc length of 635.72 feet and a chord bearing and distance of North 32°13'08" West, 614.93 feet to a Concrete right-of-way Monument found;

- 4) North 6°40'17" West, 95.55 feet to a 5/8 Inch Iron Rebar set; thence leaving the northern 100-foot public right-of-way line of Willow Creek Drive North 10°30'33" East, 789.26 feet to a 5/8 Inch Iron Rebar set; thence South 88°00'00" East, 638.52 feet to an Iron Pipe found; thence South 7°37'08" West, 1,538.60 feet to the **Beginning**, containing 19.668 acres, more or less.

Section 3. Notice of public hearing shall be published in the Salisbury Post, a newspaper having a general circulation in the Town of Spencer, at least ten (10) days prior to the date of the public hearing.

Section 4. This ordinance shall become effective immediately upon adoption.

CONSIDER AUTHORIZING – Town Manager To Negotiate And Execute NC Railroad Company (NCRR) Economic Development Microgrant And Subrecipient Agreement With Samet Corporation

Planning & Zoning Administrator Blount gave a presentation regarding Town Manager to negotiate and execute NC Railroad Company (NCRR) Economic Development Microgrant and Subrecipient Agreement with Samet Corporation and answered questions from the Mayor and Board.

At the February meeting, the Board of Aldermen authorized the Town Manager to negotiate with the NC Railroad (NCRR) regarding a \$50,000 microgrant to be applied to the cost of the brownfield study for the NC Finishing Company property and the adjacent Fisher Lamb site. He was also authorized to negotiate a subrecipient agreement with the project's developer, Samet Corporation (Samet).

During subsequent negotiations, some complexities arose concerning the multi-use portion of the project (approximately 50 acres northwest of US Highway 29, known as the Yadkin River District) and questions regarding the most rail-accessible portions of the project. Those concerns and questions led the NCRR staff to suggest that, instead of the \$50,000 microgrant initially awarded to Spencer, they would like to award us a \$100,000 brownfield grant instead. That's the good news. The bad news is that this grant requires a 20% match. The even better news is that Samet has agreed to cover the cost of that match.

Moreover, NCRR has indicated that the Fisher Lamb site is likely to qualify for their Build Ready Site program, making it eligible for an additional \$750,000 grant in the near future.

As the parameters of the grant have changed so much, we are asking that the Board authorize the Town Manager to:

- 1) Negotiate and execute a Brownfield Grant with the NCRR up to a value of \$100,000 with a 20% match required.
- 2) Negotiate and execute a subrecipient agreement with Samet to provide the 20% match for the NCRR grant and to perform the work required by the grant.
- 3) Authorize staff to investigate and apply for the NCRR Build Ready Site grant in the amount of \$750,000.

Action

Alderman Miller moved to authorize the Town Manager to negotiate and execute NC Railroad Company (NCRR) Economic Development Microgrant and Subrecipient Agreement with Samet Corporation, which is included with these minutes as Attachment A. Alderman Howe seconded the motion, which carried by a vote of 6 – 0.

CONSIDER AWARDING – Historic Preservation Incentive (HPI) Grant In The Amount Of \$1,806.00 To Edward And Debbie O'Connell To Replace A Pressed Tin Shingle Roof

Planner Harris gave a presentation regarding a Historic Preservation Incentive (HPI) Grant in the amount of \$1,806.00 to Edward and Debbie O'Connell to replace a pressed tin shingle roof and answered questions from the Mayor and Board.

The applicant proposes to use the grant funds to replace a pressed tin shingle roof with a substantially equivalent pressed tin shingle roof. Staff photographs of the property are attached. The HPC approved a Certificate of Appropriateness (COA) permit # COA-25-005 for this project on March 3, 2025. The permit was approved without conditions and attests that the project complies with the Historic District Standards (Section 2.5. Roofs, pp. 30-31).

The Historic Preservation Incentive (HPI) Grant Program was established in 2022 to assist owners of historic residential properties with exterior rehabilitation projects. The purpose of the program is to encourage the stabilization, preservation, and maintenance of Spencer's historic homes in accordance with the Town's adopted Historic District Standards. The grant is limited to owner-occupied residences.

The grant is typically awarded on a 50/50 matching basis with a maximum Town participation of \$2,000 per project. This is a reimbursement grant. Funds are issued at the completion and final inspection and approval of the project. \$7,500 budgeted in the current fiscal year (FY 2024-25).

The applicant has submitted project receipts demonstrating expenditures totaling \$3,611.38. Specifically, \$3,296.45 for the roofing materials (Best Buy Metals order sheet) and an additional \$314.93 for additional related project materials (Lowe's). The applicants proposed to do the project themselves (no additional labor costs). Half the total amount spent on materials equals the grant requested, \$1,805.69, or \$1,806.00.

Action

Alderman Muhammad moved to award Historic Preservation Incentive (HPI) Grant in the amount of \$1,806.00 to Edward and Debbie O'Connell to replace a pressed tin shingle roof. Alderwoman Sledge seconded the motion, which carried by a vote of 6 – 0.

CONSIDER APPROVING – Audit Contract With Strickland Hardee PLLC

Finance Officer Kann gave a presentation regarding an audit contract with Strickland Hardee PLLC and answered questions from the Mayor and Board.

The Town issued a request for proposals (RFP) for Audit Services in February 2025. The RFP was issued to comply with ARPA guidance and guidance the Town had received related to audit services. The Town received bids from four firms, and one firm denied submission. After carefully reviewing and comparing all proposals, the staff narrowed the decision to Strickland Hardee PLLC out of Lexington, NC.

The total cost of the FY25 audit, including preparing financial statements, filing with the LGC, and a Single Audit, is \$25,000.

Action

Mayor Pro Tempore Secreast moved to approve audit contract with Strickland Hardee PLLC, which is included with these minutes as Attachment B. Alderwoman Moody seconded the motion, which carried by a vote of 6 – 0.

DEPARTMENTAL REPORTS

Planning

Planning & Zoning Administrator Blount gave the monthly Planning Department report and answered any questions from the Mayor and Board.

Code Enforcement

Police Lieutenant Leonard gave the monthly Code Enforcement report and answered any questions from the Mayor and Board.

Police

Police Lieutenant Leonard gave the monthly Police Department report and answered any questions from the Mayor and Board.

Fire

Fire Chief Lanning gave the monthly Fire Department report and answered any questions from the Mayor and Board.

Public Works

Public Works Director Taylor gave the monthly Public Works Department report and answered any questions from the Mayor and Board.

Finance

Finance Officer Kann gave the monthly Finance Department report and answered any questions from the Mayor and Board.

Library

Town Clerk Ward gave the monthly Library report and answered any questions from the Mayor and Board.

TOWN MANAGER REPORT

Town Manager Franzese gave his monthly report and answered any questions from the Mayor and Board.

PRE-RECOMMENDATION BUDGET WORKSHOP

Town Manager Franzese provided an overview of the preliminary revenue and expenditure projections for Fiscal Year 2026. He also presented a summary of key discussion points from the 2025 Strategic Planning Session. During the workshop, the Mayor and Board engaged in a detailed discussion, raising questions and offering feedback on several key issues:

- **Taxation Concerns:** There was a shared desire to avoid a tax increase. However, concerns were raised that sales tax revenues may decline more significantly than currently projected.

- Compensation and Pay Study: A phased approach to implementing the recommendations of the pay study was discussed. Multiple options for staging the implementation were acknowledged and will be explored further.
- External Influences: Concerns were noted regarding higher-level decisions potentially impacting local budget decisions and priorities.

Town Manager Franzese outlined the budget planning timeline, noting that departmental work began shortly after the early March Strategic Planning Session. Several internal meetings have already occurred, and additional meetings and workshops are planned as needed. A formal budget recommendation is targeted for presentation on either May 8 or May 13. A public hearing is scheduled for June 5. The Board aims to adopt the final budget on June 10. If additional time is required, a special meeting may be scheduled before the end of June.

REQUESTS AND COMMENTS BY THE BOARD MEMBERS

Alderman Steve Miller

- Expressed appreciation to Mr. Raymond Powell, RCCC woodworking instructor, for constructing a new produce stand for the community garden.
- Announced the spring fundraiser on April 27th at 2:00 p.m. to raise funds for future CAC projects.
- Notified that funds might be allocated next month for improvements to Jefferson Street Park (behind Bojangles'), and noted that assistance may be requested.
- Congratulated the Town of East Spencer on its recent development progress, emphasizing the mutual impact between the two communities.

Alderwoman Erin Moody

- Thanked residents for their reports and concerns, and extended an invitation for continued resident engagement.
- Recognized April as Child Abuse Prevention Month; emphasized the importance of reporting suspicions of human trafficking and online solicitation of minors, while reminding individuals not to conduct their own investigations.

Alderman Andrew Howe

- Celebrated the positive impact of annexation, development, grants, and donations, noting the significant inflow of funds and describing it as a phenomenal time for the community.
- Thanked both staff and community members for their contributions and support.

Alderwoman Patricia Sledge

- Announced the Senior Luncheon scheduled for May 6th at Oakdale Baptist Church.
- Expressed a desire to support those still affected by Hurricane Helene in the mountains, encouraging mindfulness and action for those struggling locally, statewide, and nationally.

Alderman Rashid Muhammad

- Voiced excitement over the growth in both Town and East Spencer, and thanked department heads and staff for their leadership.

- Attended Breakfast at the Stone with Alderwoman Sledge where a representative from Brick Ed spoke; also participated in a meeting with the Economic Development Commission (EDC).
- Encouraged residents to bring forward their questions and concerns.

Mayor Pro Tempore Patti Secreast

- Announced the first Table 10 Community Dinner at Flemmings Bakery on April 14th, in collaboration with Pinocchio's Italian Restaurant, featuring a three-course meal from 5:00 p.m. – 8:00 p.m.; cost will be \$15 or pay-what-you-can, with donations encouraged to help cover others.
- Shared that Spencer Presbyterian Church plans to host an Easter Sunrise Service at the Community Garden, with an indoor option if weather is poor.
- Noted that the Central United Methodist Church is partnering with the Presbyterian Church and Bethel United Methodist Church plan to serve a full breakfast following the Easter service.
- Expressed pride in the Town's unity and progress, stating the collective efforts are yielding visible results.

Mayor Jonathan Williams

- Highlighted advocacy activities he attended, including a March 25th Chamber trip to Raleigh for meetings with elected officials and DOT to discuss large-scale projects; also shared appreciation for a productive meeting with EDC and recognized Alderwoman Sledge's efforts in maintaining those relationships.
- Reflected on a recent Career Day at a local school, where he represented engineering and the role of mayor; shared a humorous moment when a student asked what he does when angry—"bite my tongue."
- Announced that the manager's annual review is planned for an executive session after the May pre-agenda meeting; noted that forms would be sent to board members soon and offered both digital and hard copy options to ensure full participation.

EXECUTIVE SESSION

It was the consensus of the Board that there was no reason to go into Executive Session.

ADJOURNMENT

Mayor Pro Tempore Secreast moved to adjourn the meeting. Alderman Muhammad seconded the motion, which carried by a vote of 6 – 0. The meeting stood adjourned at 8:34 p.m.

Approved by:

Attest:

Patti Secreast, Mayor Pro Tempore

Anna Kanode Ward, Town Clerk

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Agenda Item Coversheet

Meeting Date: 05/13/2025

Agenda Item #: 7. b.

Agenda Item Title: Budget Ordinance 24-10.018

Category: Regular Agenda

Presenter(s): Heather Kann, Finance Officer & Joel Taylor Public Works Director

Explanation:

The Town is operating a 2006 Bandit chipper that is beginning to fail and create a hazardous working environment. The existing chipper, due to its age, is experiencing frequent failures and it is getting harder to find the replacement parts needed for repairs. The FY25 budget did not support the purchase of a new chipper. During this fiscal year, the Public Works department has operated without the expense of a foreman or mechanic resulting in a significant salary savings. The department would like to appropriate the salary savings for the purchase of a new chipper.

Financial Impact:

The Town will need to reappropriate funds from the current budgeted salary lines in each Public Works department to the Capital Reserve fund for the approximate \$60,000 purchase.

Recommended Motion:

Motion to approve Budget Ordinance 24-10.017 for the purchase of 2025 Bandit 12XP chipper for the Public Works Department and authorize the Town Manager to negotiate and execute the purchase agreement with ACT Construction for \$59,611.20

Attachment(s): ☒ Yes ☐ No

1. Budget Ordinance 24-10.018

AN ORDINANCE AMENDING
THE TOWN OF SPENCER, NORTH CAROLINA
GENERAL FUND FY 24-25 BUDGET
ORDINANCE 24-10.018
MAY 13, 2025

BE IT ORDAINED, by the Governing Board of the Town of Spencer, North Carolina, that the following amendment of anticipated fund revenues and departmental expenditures, certain Fee and Charge Schedules, and with certain restrictions and authorizations, are hereby appropriated and approved for the operation of Town Government and its activities for the Fiscal Year beginning July 1, 2024, and ending on June 30, 2025:

Section 1. To amend the FY 24-25 expense appropriations as follows: Appropriate funds from the General Fund and transfer the funds to the Capital Reserve Fund for the purchase of a Bandit 12XP Chipper for the Public Works Department.

Section 2. The following General Fund line items are amended as follows:

<u>Revenues</u>				
<u>Account</u>	<u>Title</u>	<u>Current Budget</u>	<u>Amended Budget</u>	<u>(Decrease) Increase</u>
NO CHANGE				
<u>Expenditures</u>				
<u>Account</u>	<u>Title</u>	<u>Current Budget</u>	<u>Amended Budget</u>	<u>(Decrease) Increase</u>
10-4110-930	Transfer to Capital Reserve Fund	\$301,382	\$361,382	\$60,000
10-4510-121	Salaries/Wages Regular	\$214,100	\$164,100	(\$50,000)
10-4710-121	Salaries/Wages Regular	\$186,633	\$176,633	(\$10,000)
Total				\$0

Section 3. The following Capital Reserve and Replacement Fund line items are amended as follows:

<u>Revenues</u>				
<u>Account</u>	<u>Title</u>	<u>Current Budget</u>	<u>Amended Budget</u>	<u>(Decrease) Increase</u>
30-3984-010	General Fund Contribution	\$305,082	\$365,082	\$60,000
Total				\$60,000

		<u>Expenditures</u>		
Account	Title	Current Budget	Amended Budget	(Decrease) Increase
30-4710-550	CO-Other Equipment	\$13,199	\$73,199	\$60,000
	Total			\$60,000

Section 4. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board, and to the Town Manager and the Finance Officer for record-keeping.

Adopted this 13th day of May, 2025.

Patti Seceast, Mayor Pro Tempore

Attest:

Anna Kanode Ward, Town Clerk

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Rowan's Original Gateway.

Agenda Item Coversheet

Meeting Date: 05/13/2025

Agenda Item #: 7. c.

Agenda Item Title: Budget Ordinance Amendment 24-10.019 Police Golf Cart

Category: Regular Agenda

Presenter(s): Heather Kann, Finance Officer and Michael File, Police Chief

Explanation:

An opportunity to purchase a 2019 Denago Rover XL Golf Cart for the Police Department has become available at a discounted price of \$9,995.00. The department received a \$1,500 discount and plans to trade two older carts at a value of \$5,000 (\$2,500 each) leaving a purchase price of \$3,894.00.

Financial Impact:

The Town will need to reappropriate funds from the Supplies and Materials line to the Cap. Outlay-Other Equipment line within the Police Budget. We will account for the \$8,500 value of the new golf cart in the Fixed Assets module.

Recommended Motion:

Motion to approve Budget Ordinance 24-10.019 for the purchase of the 2018 Golf Cart for the Police Department and authorize the Town Manager to negotiate and execute a purchase agreement with KRM Custom Golf Carts LLC using purchasing contract/invoice 2962.

Attachment(s): ☒ Yes ☐ No

1. Budget Ordinance 24-10.019

AN ORDINANCE AMENDING
THE TOWN OF SPENCER, NORTH CAROLINA
GENERAL FUND FY 24-25 BUDGET
ORDINANCE 24-10.019
MAY 13, 2025

BE IT ORDAINED, by the Governing Board of the Town of Spencer, North Carolina, that the following amendment of anticipated fund revenues and departmental expenditures, certain Fee and Charge Schedules, and with certain restrictions and authorizations, are hereby appropriated and approved for the operation of Town Government and its activities for the Fiscal Year beginning July 1, 2024, and ending on June 30, 2025:

Section 1. To amend the FY 24-25 expense appropriations as follows: Appropriate funds in the General Fund for the purchase of a 2019 Denago Rover XL golf cart for the Police Department.

Section 2. The following General Fund line items are amended as follows:

<u>Revenues</u>				
Account	Title	Current Budget	Amended Budget	(Decrease) Increase
10-3835-000	Sales-Fixed Assets	\$55,000	\$60,000	\$5,000
<u>Expenditures</u>				
Account	Title	Current Budget	Amended Budget	(Decrease) Increase
10-4310-299	Supplies and Materials	\$18,447	\$14,977	(\$3,500)
10-4310-550	Cap. Outlay-Other Equip.	\$0	\$5,000	\$8,500
Total				\$5,000

Section 4. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board, and to the Town Manager and the Finance Officer for record-keeping.

Adopted this 13th day of May, 2025.

Patti Secreast, Mayor Pro Tempore

Attest:

Anna Kanode Ward, Town Clerk

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Agenda Item Coversheet

Meeting Date: 05/13/2025

Agenda Item #: 7. d.

Agenda Item Title: Budget Ordinance Amendment 24-10.020 Police Training Fee

Category: Consent Agenda

Presenter(s): Heather Kann, Finance Officer & Michael File, Police Chief

Explanation:

The Police Department established an agreement with new sworn officers regarding the cost incurred of training and retention. The agreement states in paragraph 3 that 'If the employee voluntarily resigns or is terminated as set forth herein within seven hundred thirty (730) days from the date of hire, EMPLOYEE shall pay TOWN the sum of two thousand five hundred dollars (\$2,500.00). Recently we had an officer that did not fulfill his part of the agreement. Therefore, the Town has received the \$2,500 Police Training fee.

Financial Impact:

The Town needs to appropriate the Police Training Fee to the Police Department Budget as noted in Budget Amendment 24-10.020.

Recommended Motion:

Motion to approve Budget Ordinance Amendment 24-10.020.

Attachment(s): ☒ Yes ☐ No

1. Budget Ordinance 24-10.020

AN ORDINANCE AMENDING
THE TOWN OF SPENCER, NORTH CAROLINA
GENERAL FUND FY 24-25 BUDGET
ORDINANCE 24-10.020
MAY 13, 2025

BE IT ORDAINED, by the Governing Board of the Town of Spencer, North Carolina, that the following amendment of anticipated fund revenues and departmental expenditures, certain Fee and Charge Schedules, and with certain restrictions and authorizations, are hereby appropriated and approved for the operation of Town Government and its activities for the Fiscal Year beginning July 1, 2024, and ending on June 30, 2025:

Section 1. The Town received a \$2,500 Police Training Fee in accordance with the Police Training Agreement.

Section 2. To amend the FY24-25 revenue and expense appropriations as follows:

<u>Revenues</u>				
Account	Title	Current Budget	Amended Budget	(Decrease) Increase
10-3839-000	Miscellaneous Revenues	\$7,500	\$10,000	\$2,500
<u>Expenditures</u>				
Account	Title	Current Budget	Amended Budget	(Decrease) Increase
10-4310-193	Services Medical	\$1,725	\$2,245	\$520
10-4310-452	Insurance-Vehicles	\$22,903	\$24,102	\$1,199
10-4310-251	Motor Fuel and lubricants	\$50,000	\$50,781	\$781
Total				\$2,500

Section 3. Copies of this budget amendment shall be furnished to the Clerk, to the Governing Board, and to the Town Manager and the Finance Officer for record-keeping.

Adopted this 13th day of May, 2025.

Patti Secreast, Mayor Pro Tempore

Attest:

Anna Kanode Ward, Town Clerk

704-633-2231
spencernc.gov



Post Office Box 45
Spencer, NC 28159-0045

Rowan's Original Gateway.

Agenda Item Coversheet

Meeting Date: 05/13/2025

Agenda Item #: 7. e.

Agenda Item Title: Yadkin River Trailhead Project Budget Ordinance Amendment 22-020.02 with Updates

Category: Consent Agenda

Presenter(s): Heather Kann, Finance Officer

Explanation:

Project Budget Ordinance Amendment 22-020.02 needs to be updated to reflect recent changes. This updated ordinance has the corrections highlighted in yellow.

Financial Impact:

Appropriate the donated revenues, transfer expense appropriations and provide for a transfer to the General Fund.

Recommended Motion:

Adopt on Consent Agenda

Attachment(s): ☒ Yes ☐ No

1. Project Budget Ordinance Amendment 22-020.02 with updates

YADKIN RIVER TRAILHEAD PROJECT BUDGET ORDINANCE
FOR THE TOWN OF SPENCER,
NORTH CAROLINA
PROJECT BUDGET ORDINANCE AMENDMENT 22-020.02
APRIL 8, 2025

BE IT ORDAINED by the Governing Board of the Town of Spencer, North Carolina, the following transfer from the General Fund budgeted in the FY23 budget and anticipated additional donations for Yadkin River Trailhead Project are hereby appropriated amending Ordinance 20-012 and

Section 1. The Project has completed all work and has \$36,011 remaining in cash. These additional funds need to be transferred back to the General Fund, and

Section 2. To appropriate donated revenues, transfer expense appropriations and provide for a transfer to the General Fund of \$36,011:

Revenues

Account	Title	Current Budget	Amended Budget	(Decrease) Increase
90-3985-240	Yadkin River Trailhead Donations	\$631,974	\$640,075	\$ 8,101

Expenditures

Account	Title	Current Budget	Amended Budget	(Decrease) Increase
90-4130-370	Advertising	\$ 405	\$ 157	\$ (248)
90-4910-194	Contract Services	\$ 69,817	\$ 69,816	\$ (1)
90-4910-580	Capital Outlay - Infrastructure	\$746,958	\$719,297	\$ (27,661)
90-4910-910	Transfer to General Fund	\$ 0	\$ 33,412	\$ 36,011
				\$ 8,101

Section 3. Copies of this project budget amendment shall be furnished to the Clerk to the Governing Board, and to the Town Manager and the Finance Manager for record-keeping.

Adopted this 13th day of May, 2025.

Patti Secreast, Mayor Pro Tempore

Attest:

Anna Kanode Ward, Town Clerk

704-633-2231
spencernc.gov



Post Office Box 45
Spencer, NC 28159-0045

Agenda Item Coversheet

Meeting Date: 05/13/2025

Agenda Item #: 7. f.

Agenda Item Title: Stanback Forest Center & Trails Project Ordinance 25-10

Category: Regular Agenda

Presenter(s): Heather Kann, Finance Officer

Explanation:

The Town has received a contribution from the Fred Stanback Donor Advised Fund in the amount of \$350,000. The donation is for use in the Stanback Educational Forest. Mr. Stanback, through his donation, has directed that \$250,000 be utilized for the Forest Center Adaptive Re-use Project. This portion of the donation is being applied as local matching funds for the 2025 Parks & Recreation Trust Fund Grant application. The PARTF application has been submitted and is currently under review. The additional \$100,000 is for trail building in the Stanback Educational Forest. This portion of the donation is being applied as a portion of the local matching funds for the Great Trails State Program grant. It is anticipated that this grant program will notify awardees in June 2025.

Financial Impact:

The Town will apply a portion of this donation as matching funds for the Parks & Recreation Trust Fund Grant and the Great Trails State Program Grant.

Recommended Motion:

To accept the donation and approve the Stanback Forest Center & Trails Project Fund.

Attachment(s): ☒ Yes ☐ No

1. Project Ordinance 25-10

STANBACK FOREST CENTER AND TRAILS PROJECT BUDGET ORDINANCE
FOR THE TOWN OF SPENCER, NORTH CAROLINA
PROJECT BUDGET ORDINANCE 25-10
MAY 13, 2025

BE IT ORDAINED by the Governing Board of the Town of Spencer, North Carolina, the following anticipated revenues and expenditures from a donation by Fred Stanback through Foundation of the Carolinas are hereby appropriated and approved for the Stanback Forest Center and Trails Project Ordinance 25-06 and

Section 1. The Town accepts the donation from Fred and Alice Stanback through the Foundation of the Carolinas.

Section 2. To appropriate revenues and expense appropriations as follows in the Stanback Forest Center & Trails Project Fund for the donation:

Revenues

Account	Title	Current Budget	Amended Budget	(Decrease) Increase
97-3985-002	Other Grants	\$ 0	\$ 0	\$ 0
97-3985-241	Stanback Forest Donations	\$ 0	\$ 350,000	\$ <u>350,000</u>
97-3985-850	General Fund Transfer	\$ 0	\$ 0	\$ 0
	Total			\$ 350,000

Expenditures

Account	Title	Current Budget	Amended Budget	(Decrease) Increase
97-6120-194	Contracted Services	\$ 0	\$ 100,000	\$ 100,000
97-6120-580	Capital Outlay - Infrastructure	\$ 0	\$ 250,000	\$ 250,000

Section 3. Copies of this project budget amendment shall be furnished to the Clerk, to the Governing Board, and to the Town Manager and the Finance Manager for record-keeping.

Adopted this 13th day of May, 2025.

Patti Secreast, Mayor Pro Tempore

Attest:

Anna Kanode Ward, Town Clerk

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Rowan's Original Gateway.

Agenda Item Coversheet

Meeting Date: 05/13/2025

Agenda Item #: 7. g.

Agenda Item Title: Consider adopting Resolution 25-06, adopting the Iredell-Rowan Regional Hazard Mitigation Plan

Category: Regular Agenda

Presenter(s): Peter Franzese, Town Manager

Explanation:

Iredell and Rowan Counties are updating the Hazard Mitigation Plan (HMP) to better prepare our communities for natural disasters and reduce risks to lives and property. This plan includes specific strategies and needs for each municipality and a comprehensive countywide approach, ensuring every community's unique characteristics are addressed. The State has asked that all participants begin the process of adopting the Iredell-Rowan Regional Hazard Mitigation Plan. This plan represents a significant step forward in collective efforts to enhance regional resilience and safety. A sample adoption resolution has been modified for Spencer's use, and is recommended as a streamlined adoption process for your respective organizations. The draft plan is currently under review by FEMA.

Financial Impact: Plan development has been provided by the County and consultants of NC Emergency Management. Participation in the planning process will assist with future FEMA or similar grant application.

Recommended Motion:

Motion to adopt Resolution 25-06.

Attachment(s): ☒ Yes ☐ No

1. Plan executive Summary
2. Resolution 25-06

SECTION 1: INTRODUCTION

This section provides a general introduction to the Iredell Rowan Regional Hazard Mitigation Plan. It consists of the following five subsections:

- 1.1 BACKGROUND
- 1.2 PURPOSE
- 1.3 SCOPE
- 1.4 AUTHORITY
- 1.5 SUMMARY OF PLAN CONTENTS

1.1 BACKGROUND

Natural hazards, such as thunderstorms, winter storms, tornadoes and hailstorms are a part of the world around us. Their occurrence is natural and inevitable, and there is little we can do to control their force and intensity. We must consider these hazards to be legitimate and significant threats to human life, safety, and property.

The Iredell Rowan Region is in the western Piedmont of North Carolina and includes the counties of Iredell and Rowan and the municipalities located within the counties. This area is vulnerable to a wide range of natural hazards such as thunderstorms, winter storms, tornadoes, and hailstorms. It is also vulnerable to human-caused hazards, including hazardous material spills. These hazards threaten the life and safety of residents in the Iredell Rowan Region and have the potential to damage or destroy both public and private property, disrupt the local economy, and impact the overall quality of life of individuals who live, work, and vacation in the region.

While the threat from hazardous events may never be fully eliminated, there is much we can do to lessen their potential impact upon our community and our citizens. By minimizing the impact of hazards upon our built environment, we can prevent such events from resulting in disasters. The concept and practice of reducing risks to people and property from known hazards is generally referred to as *hazard mitigation*.



Federal Emergency Management Agency (FEMA) Definition of Hazard

Any sustained action taken to reduce or eliminate the long-term risk to human life and property from hazards."

Hazard mitigation techniques include both structural measures (such as strengthening or protecting buildings and infrastructure from the destructive forces of potential hazards) and non-structural measures (such as the adoption of sound land use policies and the creation of public awareness programs). It is widely accepted that the most effective mitigation measures are implemented at the local government level, where decisions on the regulation and control of development are ultimately made. A comprehensive mitigation approach

addresses hazard vulnerabilities that exist today and in the foreseeable future. Therefore, it is essential that projected patterns of future development are evaluated and considered in terms of how that growth will increase or decrease a community's overall hazard vulnerability. A key component in the formulation of a comprehensive approach to hazard mitigation is to develop, adopt, and update a local hazard mitigation plan as needed. A hazard mitigation plan establishes the broad community vision and guiding principles for reducing hazard risk, and further proposes specific mitigation actions to eliminate or reduce identified vulnerabilities.

Each of the two counties and the municipal jurisdictions participating in the development of the Iredell Rowan Hazard Mitigation Plan have an existing hazard mitigation plan that has evolved over the years, as described in Section 2: *Planning Process*. This regional plan draws from each of the County plans to document the region's sustained efforts to incorporate hazard mitigation principles and practices into routine government activities and functions. At its core, the Plan recommends specific actions to minimize hazard vulnerability and protect residents from losses to those hazards that pose the greatest risk. These mitigation actions go beyond simply recommending structural solutions to reduce existing vulnerability, such as elevation, retrofitting, and acquisition projects. Local policies on community growth and development, incentives for natural resource protection, and public awareness and outreach activities are examples of other actions considered to reduce the Iredell Rowan Region's vulnerability to identified hazards. The Plan remains a living document, with implementation and evaluation procedures established to help achieve meaningful objectives and successful outcomes over time.

1.1.1 The Disaster Mitigation Act and the Flood Insurance Reform Act

To reduce the Nation's mounting natural disaster losses, the U.S. Congress passed the Disaster Mitigation Act of 2000 (DMA 2000) to amend the Robert T. Stafford Disaster Relief and Emergency Assistance Act. Section 322 of DMA 2000 emphasizes the need for state, local and Tribal government entities to coordinate closely on mitigation planning activities and makes the development of a hazard mitigation plan a specific eligibility requirement for any local or Tribal government applying for federal mitigation grant funds. FEMA's Hazard Mitigation Assistance (HMA) grant programs provide funding for eligible mitigation activities that protect life and property from future disaster damage. These programs aim to build more resilient communities by reducing the impact of disasters. There are several key HMA programs:

Hazard Mitigation Grant Program (HMGP): Provides funding to state, local, tribal, and territorial governments to develop hazard mitigation plans and rebuild in a way that reduces future disaster losses. This funding is available after a presidentially declared disaster¹.

Flood Mitigation Assistance (FMA): Offers grants to states, local communities, tribes, and territories to reduce or eliminate the risk of repetitive flood damage to buildings insured under the National Flood Insurance Program (NFIP).

Building Resilient Infrastructure and Communities (BRIC): Supports states, local communities, tribes, and territories as they undertake hazard mitigation projects, reducing the risks they face from disasters and natural hazards.

Communities with an adopted and federally approved hazard mitigation plan thereby become pre-positioned and more apt to receive available mitigation funds before and after the next disaster strikes. These programs help communities plan and implement long-term solutions to break the cycle of disaster damage, reconstruction, and repeated damage

This plan includes conformance with FEMA’s latest Local Mitigation Planning Handbook (released May 2023) and Local Mitigation Planning Policy Guide (released April 2022, effective April 2023). A Local Hazard Mitigation Plan (HMP) Update Checklist, found in Appendix E, has been incorporated to ensure comprehensive compliance. Additionally, the Biggert Waters Flood Insurance Reform Act of 2012 modified the existing Flood Mitigation Assistance (FMA) program. One of the requirements of this Act is that a FEMA-approved Hazard Mitigation Plan is now required if communities wish to be eligible for these FEMA mitigation programs.

The Iredell Rowan Regional Hazard Mitigation Plan has been prepared in coordination with FEMA Region IV and North Carolina Emergency Management (NCEM) to ensure that the Plan meets all applicable FEMA and state requirements for hazard mitigation plans. A *Local Mitigation Plan Review Tool*, found in Appendix J, provides a summary of federal and state minimum standards and notes the location where each requirement is met within the Plan.

1.2 PURPOSE

The purpose of the Iredell Rowan Regional Hazard Mitigation Plan is to:

- Complete update of existing plans to demonstrate progress and reflect current conditions.
- Increase public awareness and education.
- Maintain grant eligibility for participating jurisdictions.
- Maintain compliance with state and federal legislative requirements for local hazard mitigation plan.

1.3 SCOPE

The focus of the Iredell Rowan Regional Hazard Mitigation Plan (HMP) is on those hazards determined to be “high” or “moderate” risks to the Iredell Rowan Region, as determined through a detailed hazard risk assessment. Other hazards that pose a “low” or “negligible” risk will continue to be evaluated during future updates to the Plan, but they may not be fully addressed until they are determined to be of high or moderate risk. This enables the participating counties and municipalities to prioritize mitigation actions based on those hazards which are understood to present the greatest risk to lives and property. The geographic scope (i.e., the planning area) for the Plan includes the counties of Iredell and Rowan, as well as their incorporated jurisdictions. **Table 1-1** indicates the participating jurisdictions.

Table 1-1: Participating Jurisdictions in the Iredell Rowan Regional Hazard Mitigation Plan

Iredell County

Harmony	Statesville
Love Valley	Troutman
Mooresville	Davidson*

Rowan County

China Grove	Landis
Cleveland	Rockwell
East Spencer	Salisbury
Faith	Spencer
Granite Quarry	Kannapolis*

**These jurisdictions are partially located in the planning area but are included in other HMPs. The Town of Davidson is included in the Mecklenburg County Regional Hazard Mitigation Plan and the City of Kannapolis is included in the Cabarrus Stanly Union Regional Hazard Mitigation Plan.*

1.4 AUTHORITY

This Hazard Mitigation Plan (HMP) has been/will be adopted by all participating counties in accordance with the authority and police powers granted to counties as defined by the State of North Carolina. This Hazard Mitigation Plan has also been/will be adopted by all participating incorporated municipal jurisdictions under the authority granted to cities and towns as defined by the State of North Carolina. Copies of all local resolutions to adopt the Plan are included in Appendix I. This plan has been prepared in compliance with Section 322 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (Stafford Act or the Act), 42 United States Code (U.S.C.) 5165, enacted under Section 104 of the Disaster Mitigation Act of 2000, (DMA 2000) Public Law 106-390 of October 30, 2000, as implemented at Code of Federal Regulations (CFR) 201.6 and 201.7 dated October 2007.

1.5 SUMMARY OF PLAN CONTENTS

The contents of this Plan are designed and organized to be as reader-friendly and functional as possible. While significant background information is included on the processes used and studies completed (i.e., risk assessment, capability assessment), this information is separated from the more meaningful planning outcomes or actions (i.e., mitigation strategy, mitigation action plan).

Section 2, **Planning Process**, provides a complete narrative description of the process used to prepare the Plan. This includes the identification of participants on the planning team and describes how the public and other stakeholders were involved. It also includes a detailed summary for each of the key meetings held, along with any associated outcomes.

The **Community Profile**, located in Section 3, provides a general overview of the Iredell Rowan Region, including prevalent geographic, demographic, and economic characteristics. In addition, building characteristics and land use patterns are discussed. This baseline information provides a snapshot of the planning area and helps local officials recognize those

social, environmental, and economic factors that ultimately play a role in determining the region's vulnerability to hazards.

The Risk Assessment is presented in two sections: Section 4, **Hazard Identification**; and Section 5, **Hazard Profiles**. Together, these sections serve to identify, analyze, and assess hazards that pose a threat to the Iredell Rowan Region. The risk assessment also attempts to define any hazard risks that may uniquely or exclusively affect specific areas of the Iredell Rowan Region.

The Risk Assessment begins by identifying hazards that threaten the Iredell Rowan Region. Next, detailed profiles are established for each hazard, building on available historical data from past hazard occurrences, extent, and probability of future occurrence. This section culminates in a hazard risk ranking based on conclusions regarding the frequency of occurrence, extent, and potential impact highlighted in each of the hazard profiles. In essence, the information generated through the risk assessment serves a critical function as the participating jurisdictions in the Iredell Rowan Region seek to determine the most appropriate mitigation actions to pursue and implement—enabling them to prioritize and focus their efforts on those hazards of greatest concern and those structures or planning areas facing the greatest risk(s).

The **Capability Assessment**, found in Section 6, provides a comprehensive examination of the Iredell Rowan Region's capacity to implement meaningful mitigation strategies and identifies opportunities to increase and enhance that capacity. Specific capabilities addressed in this section include planning and regulatory capability, staff and organizational (administrative) capability, technical capability, fiscal capability, and political capability. Information was obtained using a detailed survey questionnaire and an inventory and analysis of existing plans, ordinances, and relevant documents. The purpose of this assessment is to identify any existing gaps, weaknesses, or conflicts in programs or activities that may hinder mitigation efforts and to identify those activities that should be built upon in establishing a successful and sustainable local hazard mitigation program.

The *Community Profile*, *Risk Assessment*, and *Capability Assessment* collectively serve as a basis for determining the goals for the Iredell Rowan Regional Hazard Mitigation Plan, each contributing to the development, adoption, and implementation of a meaningful and manageable *Mitigation Strategy* that is based on accurate background information. The **Mitigation Strategy**, found in Section 7, consists of broad goal statements as well as an analysis of hazard mitigation techniques for the jurisdictions participating in the Iredell Rowan Regional Hazard Mitigation Plan to consider in reducing hazard vulnerabilities. The strategy provides the foundation for a detailed **Mitigation Action Plan**, found in Section 8, which links specific mitigation actions for each county and municipal department or agency to locally assigned implementation mechanisms and target completion dates. Together, these sections are designed to make the Plan both strategic, through the identification of long-term goals, and functional, through the identification of immediate and short-term actions that will guide day-to-day decision-making and project implementation.

In addition to the identification and prioritization of possible mitigation projects, emphasis is

placed on the use of program and damaging forces of hazards while improving the economic, social, and environmental health of the community. The concept of multi-objective planning was emphasized throughout the planning process, particularly in identifying ways to link, where possible, hazard mitigation policies and programs with complimentary community goals related to disaster recovery, housing, economic development, recreational opportunities, transportation improvements, environmental quality, land development, and public health and safety.

Plan Maintenance, found in Section 9, includes the measures that the jurisdictions participating in the Iredell Rowan Regional plan will take to ensure the Plan's continuous long-term implementation. The procedures also include the way the Plan will be regularly evaluated and updated to remain a current and meaningful planning document.

RESOLUTION 25-06
TOWN OF SPENCER, NORTH CAROLINA
ADOPTING IREDELL-ROWAN REGIONAL HAZARD MITIGATION PLAN

WHEREAS, the citizens and property within the Town of Spencer are subject to the effects of natural hazards that pose threats to lives and cause damage to property, and with the knowledge and experience that certain areas of the county are particularly vulnerable to drought, extreme heat, hailstorm, hurricane and tropical storm, lightning, thunderstorm wind/high wind, tornado, winter storm and freeze, flood, hazardous material incident, and wildfire; and

WHEREAS, Spencer desires to seek ways to mitigate the impact of identified hazard risks; and

WHEREAS, the Legislature of the State of North Carolina has in Article 5, Section 160D-501 of Chapter 160D of the North Carolina General Statutes, delegated to local governmental units the responsibility to adopt regulations designed to promote the public health, safety, and general welfare of its citizenry; and

WHEREAS, the Legislature of the State of North Carolina has enacted General Statute Section 166A-19.41 (State emergency assistance funds) which provides that for a state of emergency declared pursuant to G.S. 166A-19.20(a) after the deadline established by the Federal Emergency Management Agency pursuant to the Disaster Mitigation Act of 2002, P.L. 106-390, the eligible entity shall have a hazard mitigation plan approved pursuant to the Stafford Act; and.

WHEREAS, Section 322 of the Federal Disaster Mitigation Act of 2000 states that local governments must develop an All-Hazards Mitigation Plan in order to be eligible to receive future Hazard Mitigation Grant Program Funds and other disaster-related assistance funding, and that said Plan must be updated and adopted within a five-year cycle; and

WHEREAS, Spencer has performed a comprehensive review and evaluation of each section of the previously approved Hazard Mitigation Plan and has updated the said plan as required under regulations at 44 CFR Part 201 and according to guidance issued by the Federal Emergency Management Agency and the North Carolina Division of Emergency Management.

WHEREAS, it is the intent of the Board of Aldermen of the Town of Spencer to fulfill this obligation so that the County will be eligible for federal and state assistance if a state of disaster is declared for a hazard event affecting the County;

NOW, THEREFORE, be it resolved that the Board of Aldermen of the Town of Spencer hereby:

1. Adopts the Iredell-Rowan Regional Hazard Mitigation Plan.
2. Vests the Town Manager with the responsibility, authority, and the means to:
 - a. Inform all concerned parties of this action.

- b. Cooperate with Federal, State, and local agencies and private firms that undertake to study, survey, map, and identify floodplain areas, and cooperate with neighboring communities to manage adjoining floodplain areas to prevent exacerbation of existing hazard impacts.
3. Appoints the Town Manager and staff to partner with County Emergency Management staff to assure that the Hazard Mitigation Plan is reviewed annually and every five years as specified in the Plan to assure that the Plan is in compliance with all State and Federal regulations and that any needed revisions or amendments to the Plan are developed and presented to the Rowan County Board of Commissioners for consideration.
4. Agrees to take such other official action as may be reasonably necessary to carry out the objectives of the Hazard Mitigation Plan.

Adopted this 13th day of May, 2025.

Attest:

Patti Secreast, Mayor Pro Tempore

Anna Kanode Ward, Town Clerk

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Rowan's Original Gateway.

Agenda Item Coversheet

Meeting Date: 05/13/2025

Agenda Item #: 8

Agenda Item Title: Consider adopting Resolution 25-07 opposing legislative preemption of local government planning and zoning

Category: Regular Agenda

Presenter(s): Presented by Mayor Williams at May 8 pre-agenda meeting. Peter Franzese, Town Manager and Steve Blount, Planner can answer questions

Explanation:

Mayor Williams requested that the Board of Aldermen consider adopting a resolution opposing the bill moving through the NC General Assembly known as HB 765. The attached draft resolution is based on a similar resolution drafted and adopted by the Town of Granite Quarry, with input from NCLM staff. Here is additional information from NCLM: *...HB 765, recently rebranded as the Save the American Dream Act, became the focus of intense debate and procedural maneuvering. Municipal leaders from across North Carolina have been vocal in their opposition, warning that the bill would fundamentally undermine local authority over zoning and development decisions. On Tuesday, HB 765 received its second hearing in the House Housing and Development committee, passing on an evenly divided voice vote. In a notable development, the bill was amended to include a minor fee provision. While this change exempts HB 765 from the crossover deadline, it also means the bill must now be considered by the House Finance committee before it can proceed further. Despite these procedural shifts, the core concerns remain unchanged: HB 765 would eviscerate local land-use planning authority, creating a state regiment of zoning and planning rules...*

Financial Impact: n/a

Recommended Motion:

Motion to adopt Resolution 25-07, opposing legislative preemption of local government planning and zoning.

Attachment(s): ☒ Yes ☐ No

1. Draft of Resolution 25-07

RESOLUTION 25-07

TOWN OF SPENCER, NORTH CAROLINA

A RESOLUTION OPPOSING LEGISLATIVE PREEMPTION OF LOCAL GOVERNMENT PLANNING AND ZONING

WHEREAS, multiple bills have been introduced in the 2025 session of the North Carolina General Assembly that limit authority for local planning and zoning and the ability of local elected officials to manage community growth as expressed by their local Comprehensive Land Use Plan; and

WHEREAS, these bills have been introduced without consultation with municipal elected officials, planning staff, or local constituents regarding the negative impact they will have on community growth, property values, preserving community character, and sound community planning; and

WHEREAS, while the intent behind HB 765 and similar bills may be to improve development processes, municipalities across the state are concerned about the ability to maintain local planning and zoning processes that promote the health, safety, and general welfare of our individual communities; and

WHEREAS, with property rights and community values in mind, local government zoning has made in-person attendance and comments easier for proponents and opponents of zoning decisions, thereby allowing citizens to participate in matters that affect them through the Public Hearing Process; and

WHEREAS, while we do not expect significant changes to our efficient processes in Spencer, we are concerned that as applied on a statewide basis, HB 765 could diminish thoughtful and consistent local land-use planning and regulation, remove necessary local regulatory standards, and in many cases, allow unregulated development inconsistent with current local planning and zoning ordinances; and

WHEREAS, this legislation imposes inflexible rules statewide without regard to the differences between North Carolina's small towns and larger cities and how these rules will affect each community differently, often with negative consequences; and

WHEREAS, proposed changes in the local planning and zoning approval process in many communities could severely limit public participation in the planning and zoning process; and

WHEREAS, provisions in HB 765 further subject local elected and appointed officials to the threat of legal retribution, potentially discouraging well-intentioned individuals from serving in public office.

NOW, THEREFORE, BE IT RESOLVED, that the Town of Spencer Board of Aldermen urges the sponsors HB765 and to reconsider consult with local municipalities to develop more meaningful and appropriate solutions, and to respect the interest of the residents they represent.

BE IT FURTHER RESOLVED that the Town of Spencer Board of Aldermen joins local elected officials and residents across the state in voicing concerns to the North Carolina General Assembly, and advocates for the preservation of local planning and zoning authority aligned with local values and sound long-term development goals.

Adopted this 13th day of May, 2025.

Attest:

Patti Secreast, Mayor Pro Tempore

Anna Kanode Ward, Town Clerk

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Post Office Box 45
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Agenda Item Coversheet

Meeting Date: 05/13/2025

Agenda Item #: 9

Agenda Item Title: Ordinance Adoption to Annex Parcel 051 052 located along Willow Creek Drive and addressed as 1230 Long Ferry Rd

Category: Regular Agenda

Presenter(s): Steve Blount

Explanation:

Staff is recommending annexation of this parcel after receiving petition from property owner

Financial Impact:

Increase property tax revenue will offset and exceed the cost of municipal services provided

Recommended Motion:

Motion to adopt ordinance as presented

Attachment(s): ☒ Yes ☐ No

1. Ordinance 25-06 Annex Parcel 051 052 located along Willow Creek Drive and addressed as 1230 Long Ferry Rd

ORDINANCE 25-06
TOWN OF SPENCER, NORTH CAROLINA
AN ORDINANCE TO EXTEND THE CORPORATE LIMITS OF THE TOWN OF SPENCER, NORTH CAROLINA

WHEREAS, the Board of Aldermen of the Town of Spencer has been petitioned under G.S. 160A-31 to annex the area described below; and

WHEREAS, the Board of Aldermen of the Town of Spencer has by resolution directed the Town Clerk to investigate the sufficiency of the petition; and

WHEREAS, the Town Clerk has certified the sufficiency of the petition and a public hearing on the question of annexation was held at Town Hall at or about 6:00 PM on May 8, after due notice by publication on April 20 & 27 ; and

WHEREAS, the Board of Aldermen of the Town of Spencer finds that the petition meets the requirements of G.S. 160A-31:

NOW, THEREFORE, BE IT ORDAINED by the Board of Aldermen of the Town of Spencer, North Carolina, that:

Section 1.

By virtue of the authority granted by G.S. 160A-31, the following described territory is hereby annexed and made part of the Town of Spencer as of the date and time of this adoption of this ordinance.

Section 2.

The area proposed for annexation is described as follows:

Being all of Parcel 051 052 shown on the Rowan County GIS maps, about 19.66 acres further defined by the original deed as follows:

Beginning on a 5/8 Inch Iron Rebar set in the northern 100-foot public right-of-way line of Willow Creek Drive, having North Carolina State plane coordinates of N: 710,924.56 feet, E: 1,585,293.61 feet; thence along and with the northern 100-foot public right-of-way line of Willow Creek Drive the following four (4) courses and distances:

- 1) Along and with a curve to the right, having a radius of 220.00 feet, an arc length of 42.17 feet and a chord bearing and distance of North 52°09'36" West, 42.10 feet to a Concrete right-of-way Monument found;
- 2) North 57°40'12" West, 243.65 feet to a 5/8 Inch Iron Rebar set;
- 3) Along and with a curve to the right, having a radius of 714.03 feet, an arc length of 635.72 feet and a chord bearing and distance of North 32°13'08" West, 614.93 feet to a Concrete right-of-way Monument found;
- 4) North 6°40'17" West, 95.55 feet to a 5/8 Inch Iron Rebar set; thence leaving the northern 100-foot public right-of-way line of Willow Creek Drive North 10°30'33" East, 789.26 feet to a 5/8 Inch Iron Rebar set; thence South 88°00'00" East, 638.52 feet to an Iron Pipe found; thence South 7°37'08" West, 1,538.60 feet to the Beginning, containing 19.668 acres, more or less.

Section 3.

Upon and after this date, the above territory and its citizens and property shall be subject to all debts, laws, ordinances, and regulations in force in the Town of Spencer, and shall be entitled to the same privileges and benefits as other parts of the Town of Spencer. Said territory shall be subject to municipal taxes according to G.S. 160A-58.10.

Section 4.

The Mayor of the Town of Spencer shall cause to be recorded in the office of the Register of Deeds of Rowan County, and in the office of the Secretary of State at Raleigh, NC, an accurate map of the annexed territory, as described above, together with a duly certified copy of this ordinance. Such a map shall also be delivered to the Rowan County Board of Elections, as required by G.S. 163- 288.1.

Section 5.

Notice of adoption of this ordinance shall be published once, following the effective date of annexation, in a newspaper having general circulation in the Town of Spencer.

Section 6.

This ordinance shall become effective immediately upon adoption.

Adopted this 13th day of May, 2025.

Patti Secreast, Mayor Pro Tempore

Attest:

Anna Kanode Ward, Town Clerk

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Rowan's Original Gateway.

Agenda Item Coversheet

Meeting Date: 05/13/2025

Agenda Item #: 10

Agenda Item Title: Ordinance Adoption to Rezone part of Parcel 051 052 located along Willow Creek Drive and addressed as 1230 Long Ferry Rd

Category: Regular Agenda

Presenter(s): Steve Blount

Explanation:

Staff is recommending rezoning part of this parcel currently zoned RA by Rowan County after annexation

Financial Impact:

Will allow commercial/retail development on site

Recommended Motion:

Motion to adopt ordinance as presented

Attachment(s): ☒ Yes ☐ No

1. Ordinance 25-07 Rezone part of Parcel 051 052 located along Willow Creek Drive and addressed as 1230 Long Ferry Rd

ORDINANCE 25-07

TOWN OF SPENCER, NORTH CAROLINA

AN ORDINANCE TO AMEND the Town's Official Zoning Map dated September 10, 2024, rezoning Rowan County GIS System parcel number 051 052 located at 1230 Long Ferry Road from Rowan County's RA to Spencer's C-85 zoning classification:

WHEREAS, the majority of this property is in the zoning jurisdiction of the Town of Spencer and is zoned C-85 for commercial and retail businesses, but a small portion is in Rowan County's zoning jurisdiction; and

WHEREAS, pursuant to a petition of the property owner, this entire parcel is being annexed into the municipal limits of the Town of Spencer; and

WHEREAS, per NCGS, the Town must rezone the portion currently in Rowan County's jurisdiction to a suitable classification, in this case Spencer's C-85 classification, which will match the existing zoning of the majority of the parcel; and

WHEREAS, this change will assist in the development of this property by its current owner for commercial and retail uses; and

NOW, THEREFORE, BE IT ORDAINED by the Board of Aldermen of the Town of Spencer, North Carolina, that:

Section 1.

The Town's Official Zoning Map dated September 10, 2024, will be revised as follows:

A portion of Parcel 051 052, located at 1230 Long Ferry Road, will be revised from Rowan County's RA classification to Spencer's C-85 Zoning Classification

Section 2. This ordinance shall become effective immediately upon adoption.

Adopted this 13th day of May, 2025.

Patti Secreast, Mayor Pro Tempore

Attest:

Anna Kanode Ward, Town Clerk

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Post Office Box 45
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Agenda Item Coversheet

Meeting Date: 05/13/2025

Agenda Item #: 11

Agenda Item Title: Ordinance Adoption I-85 Sign Ordinance Amendment

Category: Regular Agenda

Presenter(s): Steve Blount

Explanation:

Staff is recommending text amendment to allow on-premise pylon signs in a defined I-85 corridor

Financial Impact:

None

Recommended Motion:

Motion to adopt ordinance as presented

Attachment(s): ☒ Yes ☐ No

1. Ordinance 25-08 Amending Article 17 of the Town's Development Ordinance Addressing Signs in the I-85 Corridor

ORDINANCE 25-08
TOWN OF SPENCER, NORTH CAROLINA
AN ORDINANCE AMENDING ARTICLE 17 OF THE TOWN'S DEVELOPMENT ORDINANCE ADDRESSING
SIGNS IN THE I-85 CORRIDOR

WHEREAS, The Long Ferry Road/ I-85 intersection and areas north and south of that intersection are within the zoning jurisdiction of the Town; and

WHEREAS, those defined areas are experiencing increasing commercial and industrial growth; and

WHEREAS, businesses located in the I-85 corridor often depend on business from vehicular travel along that corridor and thus depend on having signage visible from the interstate highway to announce their business's location; and

WHEREAS, our current Development Ordinance does not allow signs of adequate size or height to meet those requirements it is in the best interest of those businesses and the Town to modify our Development Ordinance to allow such signs;

NOW, THEREFORE, BE IT RESOLVED by the Board of Aldermen of the Town of Spencer, North Carolina, that:

Section 1.

The Town shall modify its development by adding the following text to Article 17 of the Development Ordinance:

Sec. 17.7-4. Special Sign Overlay Districts.

These overlay districts are established due to unique geographic factors which require special treatment. Unless specifically stated otherwise, all other permitted on-premise signs may be erected in these areas.

A. Sign Overlay District "A".

1. This district has been established to provide for high-rise business signs, or "pylon signs", which identify an on-premise business for the interstate traveler at the following interchanges and radii (measured from centerline of intersection):

INTERCHANGE	RADIUS (FT.)
Long Ferry	1,500

2. District "A" shall extend 500' on either side of the centerline of I-85 north and south of the Long Ferry Road intersection for all properties in Spencer's zoning jurisdiction
3. Allowable districts: Pylon signs may be located in the C-85, IND and MU-1&2 zoning districts.
4. Allowable number: Businesses shall be limited to one pylon sign per property.

5. Allowable height and size: The table shows the allowable minimum and maximum height, with maximum size allowed for pylon signs:

MAX. SIZE	MIN. HEIGHT (FT.)	MAX. HEIGHT (FT.)
75 sf	40	90
100 sf	50	90
150 sf	60	90
200 sf	70	90

Section 2.

This ordinance shall become effective immediately upon adoption.

Adopted this 13th day of May, 2025.

Patti Secreast, Mayor Pro Tempore

Attest:

Anna Kanode Ward, Town Clerk

704-633-2231
spencernc.gov



Post Office Box 45
Spencer, NC 28159-0045

Agenda Item Coversheet

Meeting Date: 05/13/2025

Agenda Item #: 12

Agenda Item Title: Approval of Salisbury Spencer Growth Area Agreement

Category: Regular Agenda

Presenter(s): Steve Blount

Explanation:

Staff is recommending approval of a proposed growth area agreement between Salisbury and Spencer to facilitate future annexations

Financial Impact:

None at this time

Recommended Motion:

Motion to approve ordinance

Attachment(s): ☒ Yes ☐ No

1. Suggested agreement language
2. map
3. Ordinance 25-09

ANNEXATION AGREEMENT BETWEEN THE TOWN OF SPENCER, NORTH CAROLINA, AND THE CITY OF SALISBURY, NORTH CAROLINA

This Annexation Agreement (“Agreement”) is made and entered into this _____ day of _____, 20__, by and between the **Town of Spencer**, a North Carolina municipal corporation (“Spencer”), and the **City of Salisbury**, a North Carolina municipal corporation (“Salisbury”). Spencer and Salisbury are sometimes referred to individually as “Party” and jointly as “Parties.”

WHEREAS, the areas between the corporate limits of Spencer and Salisbury are experiencing urban growth; and

WHEREAS, Spencer and Salisbury regularly receive inquiries about the availability of municipal services in these areas, including street maintenance, waste management, police, and fire, and related inquiries about which municipality would best provide those services; and

WHEREAS, Spencer and Salisbury are able to provide municipal services to all of these urbanizing areas to differing degrees and desire to establish growth areas to enhance orderly planning and to provide certainty to each municipality and to the residents, property owners, and developers in these urbanizing areas about which municipality is best able to provide municipal services; and

WHEREAS, G.S. § 160A-58.21 *et seq.* authorizes municipalities to enter into annexation agreements; and

WHEREAS, Spencer and Salisbury desire to enter into an annexation agreement; and

WHEREAS, pursuant to § G.S. 160A-58.24(c), Spencer and Salisbury held public hearings on _____, 20__, and _____, 20__, respectively, authorizing the adoption of an ordinance approving this Agreement.

NOW, THEREFORE, for and in consideration of the foregoing recitals and the mutual promises and covenants contained in this Agreement, the Parties agree as follows:

1. **Effective Date**. This Agreement is effective as of _____, 20__ (“Effective Date”).
2. **Effect of Agreement**. This Agreement only affects the rights of Spencer and Salisbury as to each other. This Agreement does not affect the rights of any municipality that is not a party to this Agreement, nor does it affect the rights of Spencer or Salisbury as to any other municipality that is not a party to this Agreement. This Agreement does not affect, and shall not be construed as to affect, any area except those areas specifically identified in paragraph 3.
3. **Annexation Agreement**. The Parties agree to exercise annexation authority, or to refrain from exercising annexation authority, in accordance with this paragraph.
 - a. **Non-Annexation Areas**. The Parties have identified areas where each municipality is best able to provide municipal services and achieve orderly growth for the public

benefit. For purposes of this Agreement, these growth areas are referred to as “Non-Annexation Areas.” Within these Non-Annexation Area, the Parties Agree as follows:

- i. Salisbury shall not annex any property within **Spencer’s Non-Annexation Area**. Spencer’s Non-Annexation Area includes the portion of Salisbury’s ETJ labeled as “**Spencer Growth Area – Salisbury Zoning**.”
- ii. Spencer shall not annex any property within **Salisbury’s Non-Annexation Area**. Salisbury’s Non-Annexation Area includes the portion of Salisbury’s ETJ labeled as “**Salisbury Growth Area – Spencer Zoning**.”

The Non-Annexation Areas referenced in this section are described in the attached **Exhibit A**, which is attached to this Agreement and incorporated by reference.

- b. **Extraterritorial Jurisdictions (ETJ)**. Neither Party shall annex any property within the ETJ of the other Party as it exists on the date of this Agreement, except for those areas within the ETJ and identified in paragraph 3.a.i and -.ii. of this Agreement.
4. **Notice of annexations**. The Parties waive the notice required by G.S. §160A-58.24(a)(5) and (b) for any annexations pursuant to this Agreement.
5. **Annexations to comply with law**. Annexation by either Party pursuant to this Agreement shall comply with applicable law, including as applicable Parts 1 and 4 of Article 4A of Chapter 160A of the North Carolina General Statutes.
6. **Utility service**. The Parties acknowledge that Salisbury owns and operates a regional water and sewer utility known as Salisbury-Rowan Utilities (“SRU”) that provides utility service to Salisbury, Spencer, and much of the area depicted in **Exhibit A**. Within any area Spencer lawfully exercises its annexation authority, unless otherwise required by law, and to the extent Spencer lawfully conditions connecting to SRU’s system on the requesting party petitioning Spencer for voluntary annexation, SRU agrees to comply with that condition and not provide utility service unless and until the requesting party meets all of Spencer’s conditions for connecting.
7. **Term**. The term of this Agreement shall be for a period of twenty (20) years beginning on the Effective Date of this Agreement (“Term”).
8. **Termination**. This Agreement may be terminated by either Party in the manner prescribed by G.S. §160A- 58.24(f).
9. **Modifications and Amendments**. This Agreement may only be modified or amended by a subsequent agreement signed by both Parties pursuant to G.S. §160A-58.24(d). Any amendments to this Agreement shall be approved by ordinance and adopted after public hearings by both Parties.

10. **Notices.** Unless otherwise provided, all notices provided for herein shall be in writing and shall be sent properly addressed by first class mail to the Parties at the addresses shown below:

Town of Spencer
PO Box 45
Spencer, NC 28159
Attention: Town Manager

City of Salisbury
PO Box 479
Salisbury, North Carolina 28145
Attention: City Manager

All notices shall be effective three (3) days after having been deposited, properly addressed and postage prepaid, in the U.S. Postal Service. Any Party may change the person to whom or the address to which notices should be provided by giving written notice to the other Party of the change.

11. **Dispute Resolution.** In the event of conflict or default that might arise for matters associated with this Agreement, the Parties agree to informally communicate to resolve the conflict. If any such dispute cannot be informally resolved, then such dispute, or any other matter arising under this Agreement, shall be subject to resolution in a court of competent jurisdiction. Such disputes, or any other claims, disputes, or other controversies arising out of this Agreement between the Parties shall be subject to and decided exclusively by the appropriate general court of justice of Rowan County, North Carolina.
12. **No Waiver of Non-Compliance.** No provision of this Agreement shall be deemed to have been waived by any Party unless such waiver shall be in writing and executed in the same formality as this Agreement. The failure of any Party at any time to require strict performance by the other of any provision of this Agreement shall in no way affect the right of the other Party to thereafter enforce the same. In addition, no waiver or acquiescence by a Party of any breach of any provision of this Agreement by the other Party shall be taken to be a waiver of any succeeding breach of such provision or as a waiver of the provision itself.
13. **Entire Agreement.** This Agreement constitutes and expresses the entire agreement and understanding between the Parties concerning its subject matter. This Agreement supersedes all prior and contemporaneous discussions, promises, representations, agreements and understandings relative to its subject matter.
14. **Severability.** If any provision of this Agreement shall be declared invalid or unenforceable, the remainder of the Agreement shall continue in full force and effect.
15. **Governing Law.** This Agreement shall be governed by the law of the State of North Carolina.

16. **Counterparts.** This Agreement may be executed in any number of counterparts, each of which will be deemed an original but all of which together will constitute one and the same instrument. The Parties agree that computer scanned or faxed signatures or copies of this Agreement will have the same validity and force as an “original.”

**[THIS PART INTENTIONALLY LEFT BLANK;
SIGNATURES ON FOLLOWING PAGE.]**

DRAFT

IN TESTIMONY WHEREOF, the Parties, pursuant to ordinances of their respective governing boards spread upon their minutes, have caused this Agreement to be executed and attested by their Mayors and their official seals affixed, the day and year written below.

Adopted this the ____ day of _____, 20 ____.

TOWN OF SPENCER

BY:

Jonathan Williams, Mayor

ATTEST:

Anna Kanode Ward, Town Clerk

APPROVED AS TO FORM:

John W. Dees, II, Town Attorney

IN TESTIMONY WHEREOF, the Parties, pursuant to ordinances of their respective governing boards spread upon their minutes, have caused this Agreement to be executed and attested by their Mayors and their official seals affixed, the day and year written below.

Adopted this the ____ day of _____, 20__.

CITY OF SALISBURY

BY: _____

Tamara Sheffield, Mayor

ATTEST:

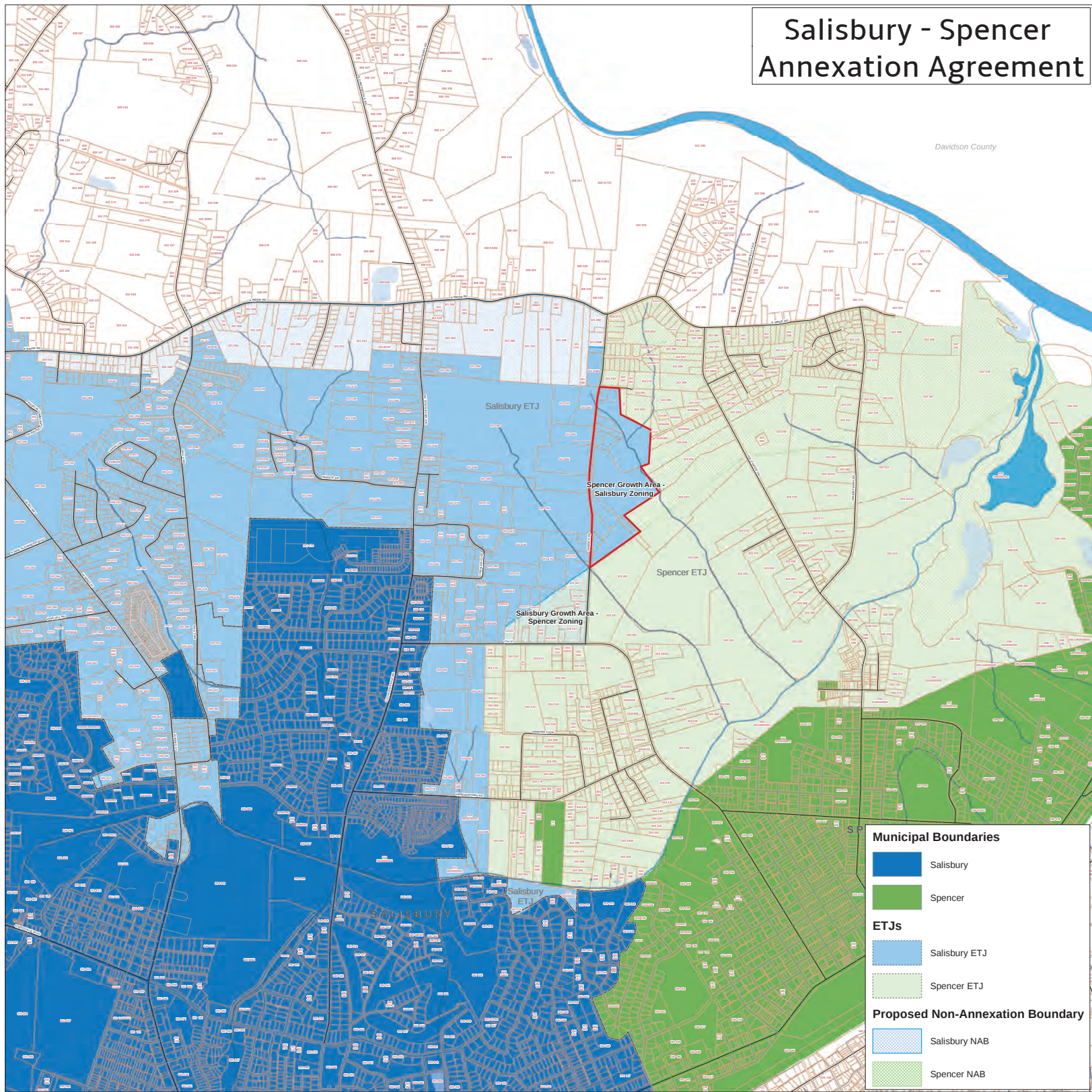
Connie Snyder, City Clerk

APPROVED AS TO FORM:

J. Graham Corriher, City Attorney

Salisbury - Spencer Annexation Agreement

Davidson County



ORDINANCE 25-09
TOWN OF SPENCER, NORTH CAROLINA
AN ORDINANCE APPROVING AN ANNEXATION AGREEMENT BETWEEN THE TOWN OF SPENCER, NORTH
CAROLINA, AND THE CITY OF SALISBURY, NORTH CAROLINA

WHEREAS, the areas between the corporate limits of the Town of Spencer (“Spencer”) and the City of Salisbury (“Salisbury”) are experiencing urban growth; and

WHEREAS, Spencer and Salisbury regularly receive inquiries about the availability of municipal services in these areas, including water, sewer, police, and fire, and related inquiries about which municipality would best provide those services; and

WHEREAS, Spencer and Salisbury are able to provide municipal services to all of these urbanizing areas to differing degrees and desire to establish growth areas to enhance orderly planning and to provide certainty to each municipality and to the residents, property owners, and developers in these urbanizing areas about which municipality is best able to provide municipal services; and

WHEREAS, G.S. § 160A-58.21 et seq. authorizes municipalities to enter into annexation agreements; and

WHEREAS, Spencer and Salisbury desire to enter into an annexation agreement; and

WHEREAS, pursuant to § G.S. 160A-58.24(c), Spencer held a public hearing on May 8, 2025, to consider authorizing the adoption of an ordinance approving this Agreement.

NOW, THEREFORE, BE IT ORDAINED by the Board of Aldermen for the Town of Spencer, NC as follows:

Section 1. The Board of Aldermen hereby approves the attached “Annexation Agreement” (“Agreement”), authorizes the Mayor to execute the Agreement, and authorizes the Town Manager to provide such notices and take such actions as the Agreement contemplates.

Section 2. That the effectiveness of the Agreement is conditioned upon Salisbury adopting an ordinance approving the Agreement.

Section 3. In the event Salisbury does not adopt an ordinance approving the Agreement within 90 days from the date it is approved by the Board of Aldermen of the Town of Spencer, NC, this ordinance shall be deemed repealed without further action of the Board of Aldermen of the Town of Spencer, NC.

Section 4. That all ordinances or parts of ordinances or other agreements in conflict with this ordinance are hereby repealed to the extent of such conflict.

Adopted this 13th day of May, 2025.

Attest:

Patti Secreast, Mayor Pro Tempore

Anna Kanode Ward, Town Clerk

704-633-2231
spencernc.gov



Post Office Box 45
Spencer, NC 28159-0045

Agenda Item Coversheet

Meeting Date: 05/13/2025

Agenda Item #: 13

Agenda Item Title: Mayor and Board of Aldermen to consider adopting Ordinance 25-03.01 to increase the Parks and Recreation Advisory Board (PRAB) from 5 members to 6 members.

Category: Regular Agenda

Presenter(s): Joe Morris, Special Projects Planner

Explanation:

On April 8, 2025, the Mayor and Board of Alderman adopted Ordinance 25-03 to create a 5-member Parks and Recreation Advisory Board (PRAB). The Board of Aldermen expressed an interest in increasing the PRAB from 5 members to 6 members based on the number of qualified applicants. The BOA initially designated Phip Sparger as an alternate to the PARB with the idea of amending the ordinance to increase the membership and appointing Mr. Sparger as a full member at the May BOA meeting.

Financial Impact:

Operational expenses, including administrative support for the proposed Parks and Recreation Advisory Board, will be categorized as a general governance expense within currently budgeted amounts.

Recommended Motion:

Mayor and Board of Aldermen to consider a motion to adopt Ordinance 25-03.01 to increase the Parks and Recreation Advisory Board (PRAB) from 5 members to 6 members.

Attachment(s): ☒ Yes ☐ No

1. Ordinance 25-03.01

ORDINANCE 25-03.01
TOWN OF SPENCER, NORTH CAROLINA
AN ORDINANCE TO AMEND ORDINANCE 25-03 TO ADD A SIXTH MEMBER
TO THE PARKS AND RECREATION ADVISORY BOARD

WHEREAS, the Spencer Board of Aldermen adopted Ordinance 25-03 to amend the Town of Spencer Code of Ordinances, Title III, Chapter 32, to create a Parks and Recreation Advisory Board during regular session on Tuesday, February 11, 2025; and

WHEREAS, the Spencer Board of Aldermen voted to appoint a sixth, “alternate” member to the Parks and Recreation Advisory Board during regular session on Tuesday, April 8, 2025; and

WHEREAS, the Spencer Board of Aldermen wishes to add a sixth regular member to the Parks and Recreation Advisory Board, and appoint the alternate member as a regular member.

NOW, THEREFORE, BE IT ORDAINED by the Board of Aldermen of the Town of Spencer, North Carolina, that the following shall be amended (~~strike throughs~~ indicating deletions, **yellow highlights** indicating additions):

Section 1.

Section 32-53 (B) of Chapter 32 in Title III of the Town of Spencer Code of Ordinances will be amended as follows:

*(B) The Board shall consist of ~~5~~ **6** members appointed by the Board of Aldermen. All members shall reside within the planning and zoning jurisdiction of Spencer. A majority of the members of the board shall have demonstrated special interest, experience, or education in parks, recreation, special events, planning, land stewardship, natural history or related fields. The Board shall serve without compensation. The Board may appoint advisory bodies and committees as appropriate.*

Section 2.

The alternate member appointed on April 8, 2025 is hereby appointed a regular member.

Section 3.

This ordinance shall become effective immediately upon adoption.

Adopted this 13th day of May, 2025.

Patti Secreast, Mayor Pro Tempore

Attest:

Anna Kanode Ward, Town Clerk

704-633-2231
spencernc.gov



Post Office Box 45
Spencer, NC 28159-0045

Rowan's Original Gateway.

Agenda Item Coversheet

Meeting Date: 05/13/2025

Agenda Item #: 14

Agenda Item Title: Mayor and Board of Aldermen to consider appointing Phip Sparger as a member of the PRAB.

Category: Regular Agenda

Presenter(s): Joe Morris, Special Projects Planner

Explanation:

On April 8, 2025, the Mayor and Board of Alderman adopted Ordinance 25-03 to create a 5-member Parks and Recreation Advisory Board (PRAB). The Board of Aldermen expressed an interest in increasing the PRAB from 5 members to 6 members based on the number of qualified applicants. The BOA initially designated Phip Sparger as an alternate to the PARB with the idea of amending the ordinance to increase the membership and appointing Mr. Sparger as a full member at the May BOA meeting.

Financial Impact:

Operational expenses, including administrative support for the proposed Parks and Recreation Advisory Board, will be categorized as a general governance expense within currently budgeted amounts.

Recommended Motion:

Mayor and Board of Aldermen to consider a motion to appoint Phip Sparger as a member of the PRAB.

Attachment(s): ☐ Yes ☒ No

1.

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Post Office Box 45
Spencer, NC 28159-0045

Agenda Item Coversheet

Meeting Date: 05/13/2025

Agenda Item #: 15

Agenda Item Title: Authorize Manager to sign Memorandum of Agreement with Centralina Regional Council for Brownfields Assessment Program

Category: Regular Agenda

Presenter(s): Peter Franzese, Manager & Steve Blount, Planner

Explanation:

This Memorandum of Agreement documents the roles and responsibilities of the various parties involved in the Assessment Coalition with regard to EPA Cooperative Agreement No: BF 03D22724-0.

Financial Impact:

None at this time

Recommended Motion:

Motion to authorize manager to sign agreement

Attachment(s): ☒ Yes ☐ No

1. Copy of memorandum

**BROWNFIELDS ASSESSMENT COALITION
MEMORANDUM OF AGREEMENT
BETWEEN THE FOLLOWING PARTIES:**

Centralina Regional Council
Town of Spencer
City of Mount Holly

This Memorandum of Agreement documents the roles and responsibilities of the various parties involved in the Assessment Coalition with regard to EPA Cooperative Agreement No: BF 03D22724-0.

1. On August 20, 2024, EPA awarded the Cooperative Agreement to Centralina Regional Council, d.b.a. Centralina Council of Governments (Centralina) Lead Coalition Member for a total of \$1,500,000. The grant period is October 1, 2024, through September 30, 2028. Centralina is responsible to EPA for management of the cooperative agreement and compliance with the statutes, regulations, and terms and conditions of the award, and ensuring that all members of the coalition are in compliance with the terms and conditions.
2. It is the responsibility of Centralina to provide timely information to the other Coalition Partners regarding the management of the cooperative agreement and any changes that may be made to the cooperative agreement over the period of performance.
3. The Coalition Partners are the City of Mount Holly and the Town of Spencer. The contact information is as follows:

City of Mount Holly

Jonathan Blanton
City Manager
400 E. Central Avenue
Mount Holly, NC 28120
(704) 827-3931
jonathan.blanton@motholly.us

Town of Spencer

Peter Franzese
Town Manager
460 S. Salisbury Avenue
Spencer, NC 28159
(704) 633-2231
pfranzese@spencernc.gov

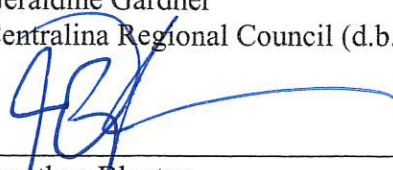
4. Activities funded through the cooperative agreement may include inventory preparation, site selection criteria development, assessments, planning (including cleanup planning) relating to brownfield sites, development of outreach materials, engagement and other eligible activities. Centralina may retain consultant(s) and contractor(s) under 2 CFR 200.317-326 to undertake various activities funded through the cooperative agreement and may award subgrants to other coalition members under 2 CFR 200.330 for assessment projects in their geographic areas. Subgrantees are accountable to Centralina for proper expenditure of funds.

5. Centralina has procured a consultant in compliance with 2 CFR 200.317-326 requirements. If additional support is needed, Centralina will issue the Request for Proposals or Request for Qualifications and will be the entity responsible for receipt of the submitted proposals and selection and award of contracts.
6. Centralina, in consultation with the Coalition Partners, will work to develop a site selection process based on agreed upon factors and will ensure that a minimum of ten sites are assessed over the life of the cooperative agreement. Selected sites will be submitted to EPA for prior approval to ensure eligibility. At a minimum, at least two sites will be assessed in each Coalition Partners geographic boundary. Only sites located within Centralina's jurisdiction will be eligible for participation in this project.
7. Upon designation of the specific sites, it will be the responsibility of Centralina to work with the Coalition Partner, in whose geographic area the site is located, to finalize the scope of work for the consultant or contractor. It will be the responsibility of the Coalition Partner to obtain all required permits, easements, and/or access agreements as may be necessary to undertake assessments at the selected site. For sites work outside a Coalition Partner jurisdiction, the applicable local government shall assume this responsibility. If this member does not have the capacity to perform these activities Centralina may assist in securing necessary site access agreements and permits.
8. Centralina is responsible for ensuring that other activities as negotiated in the workplan, such as community outreach and involvement, are implemented in accordance with a schedule agreed upon by Centralina and the coalition member in whose geographic area the site to be assessed is located.

Agreed:

Geraldine Gardner
Centralina Regional Council (d.b.a. Centralina Council of Governments)

Date



Jonathan Blanton
City of Mount Holly

Date

04-21/2025

Peter Franzese
Town of Spencer

Date

704-633-2231
spencernc.gov



Post Office Box 45
Spencer, NC 28159-0045

Agenda Item Coversheet

Meeting Date: 05/13/2025

Agenda Item #: 16

Agenda Item Title: Board to consider appointing Billie Lynn Sullivan (409 South Rowan Avenue) to the Historic Preservation Commission (HPC) for a 4-year term expiring May 31, 2029.

Category: Regular Agenda

Presenter(s): Kyle Harris, Planner

Explanation:

Billie Lynn Sullivan (409 South Rowan Avenue) has submitted a Board Application (attached) requesting to join the Historic Preservation Commission (HPC). The Commission interviewed Billie at their meeting on Monday, April 21, 2025, and voted unanimously to recommend to the Board of Aldermen her appointment to the HPC.

Billie impressed the HPC with her detailed understanding of the permit review process, architectural specifications, and project submittal requirements, and will prioritize customer service and support to homeowners as a member. Her background includes military service. Her career has included implementation of written standards, which will help her as a member of the HPC.

There is currently one (1) vacancy on the HPC. If Ms. Sullivan is appointed, there will be no vacancies.

The Board of Aldermen can approve Ms. Sullivan's appointment, deny her appointment, or request additional information from the applicant prior to rendering a decision.

Financial Impact:

N/A

Recommended Motion:

Planning staff recommends that the Board of Aldermen appoint Billie Lynn Sullivan to the Historic Preservation Commission (HPC) for a 4-year term expiring May 31, 2029.

Attachment(s): ☒ Yes ☐ No

A. Billie Lynn Sullivan Board Application

704-633-2231
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Post Office Box 45
Spencer, NC 28159-0045

Rowan's Original Gateway.

TOWN OF SPENCER
BOARDS AND COMMISSIONS APPLICATION
Attach any additional sheets necessary

NAME: Billie Lynn Sullivan

MAILING ADDRESS:
409 S. Rowan Ave.
Spencer, NC 28159

STREET ADDRESS:
" "

HOME PHONE: _____ WORK PHONE: _____

CELL PHONE: 7046770853

EMAIL: highethills@yahoo.com

I AM INTERESTED IN SERVING ON:

☐ COMMUNITY APPEARANCE COMMISSION
☐ PLANNING AND ZONING BOARD

☒ HISTORIC PRESERVATION COMMISSION
☐ PARKS AND RECREATION ADVISORY BOARD

PERSONAL INFORMATION

HIGH SCHOOL ATTENDED: Mooreville Senior High

COLLEGE ATTENDED: Catawba College

DEGREE: Exercise Science (Human Performance)

EMPLOYER: Self Employed x2

JOB TITLE: 1) Personal Trainer 2) Vice President of Shel-B Inc.

NAME OF RELATIVES CURRENTLY EMPLOYED BY OR SERVING ON A BOARD/COMMISSION AT THE TOWN OF SPENCER:

N/A

PRIOR PUBLIC SERVICE

BOARD/COMMISSION/CIVIC GROUP

FROM:

TO:

N/A but served in military for 7.5 years until medically discharged
for service related injury.

COMMENT

Explain why you want to serve on this board/commission and share any relevant experiences.

New to the community but have always loved and had a passion for respecting
and preserving historical structures and objects. I would love to be apart
of a commission that operated in the same capacity of preservation and
respect.

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spencernc.gov



Post Office Box 45
Spencer, NC 28159-0045

Agenda Item Coversheet

Meeting Date: 05/13/2025

Agenda Item #: 17. a.

Agenda Item Title: Planning Monthly Report

Category: Departmental Report

Presenter(s): Steve Blount, Planning & Zoning Administrator

Explanation:

No approval needed. This item is for information only.

Financial Impact:

None.

Recommendations:

N/A

Attachment(s): ☒ Yes ☐ No

1. Monthly Report

Monthly Activity Report
Planning, Zoning & Subdivision Administrator
April 2025

	<u>Location</u>	<u>Activity</u>	<u>Action</u>
3.26.25	Office	NCRR grant meeting	Attended
3.26.25	Office	Staff discussion on greenway	Participated
3.27.25	Willow Creek Dr	Annexation	Drafted paperwork
3.27.25	Office	NCRR grant meeting with developer	Participated
3.27.25	712 S Salisbury	Development questions	Answered questions
3.27.25	Meadow St	Zoning permits for SF homes	Issued 3 permits
3.27.25	611 4 th St	Zoning questions	Answered questions
3.27.25	600 s Carolina st	Development questions	Answered questions
3.27.25	Hawkinstown rd	Discussed sign plan with developer	Discussion
3.31.25	Jordan ave	Storage building questions	Answered questions
3.31.25	3 rd st	Addressing questions	Answered questions
3.31.25	Office	Dog questions	Answered questions
3.31.25	N Yadkin ave	Zoning questions	Answered questions
3.31.25	305 s Iredell	Storage building questions	Answered questions
3.31.25	Pickett ave	Zoning permit for SF home	Issued permit
3.31.25	Holly st	Apartment development questions	Answered questions
3.31.25	5 th st	Zoning questions	Answered questions
3.31.25	4 th st	Exempt subdivision plat	Approved plat
4.1.25	Office	Utility and annexation tax questions	Answered questions
4.1.25	Office	Staff meeting	Attended
4.1.25	N Yadkin	Lot dimension questions	Answered questions
4.1.25	S whitehead	Questions about adding deck	Answered questions
4.1.25	Office	East spencer growth boundaries agreement	Drafted agreement
4.1.25	S Yadkin	Fence permit	Issued permit
4.3.25	Jordan ave	Storage building questions	Answered questions
4.3.25	Holly ave	Townhome project questions	Answered questions
4.3.25	7 th st	Subdivision questions	Answered questions
4.3.25	Hackett st	Subdivision questions	Answered questions
4.3.25	Salisbury ave	zoning permit questions	Answered questions
4.3.25	204 n Yadkin	Driveway permit	Issued permit
4.3.25	Office	East spencer growth boundaries meeting	Attended and participated
4.3.25	Office	Preagenda meeting	Attended
4.3.25	Office	Grant information for Joe	Provided
4.3.25	Hawkinstown rd	Bonding information	Reviewed and commented
4.7.25	418 s Yadkin	Zoning permit for garage	Issued permit

4.7.25	Office	Planning board meeting packet	Drafted and distributed
4.8.25	225 n rowan	Fence permit	Issued
4.8.25	Office	Staff meeting	Attended
4.8.25	Office	Sign text amendment	Drafted
4.8.25	Montclair st	Site plan and sign request	Reviewed and commented
4.8.25	901 s Carolina	Zoning permit request	Reviewed and commented
4.8.25	Office	Board of Aldermen Meeting	Attended
4.9.25	Office	Greenway meeting with Catawba College	Attended and participated
4.9.25	Salisbury	Property owner on greenway	Met to discuss donation
4.9.25	Salisbury	Salisbury Planner on greenway	Met to discuss project
4.10.25	Hawkinstown rd	Final plat questions	Reviewed and commented
4.10.25	Holly st	Sketch plan for development	Reviewed and commented
4.10.25	Sowers ferry rd	Addressing question	Answered questions
4.10.25	N rowan ave	Floodplain questions	Answered questions
4.10.25	Long ferry rd	Development status questions from rowan county planner	Answered questions
4.10.25	Hawkins ave	Development questions	Answered questions
4.10.25	Office	Yadkin river district development questions	Answered questions
4.10.25	Baldwin ave	Development questions	Answered questions
4.10.25	Office	Newspaper ads for 3 public hearings	Submitted
4.10.25	Office	Six agenda requests to anna for may meeting	Submitted
4.10.25	901 s Carolina ave	Zoning permit for SF home	Issued
4.10.25	3 rd st	Readdressing project	Completed and submitted
4.11.25	Holly st	Sketch drawing meeting for townhome development	Attended and participated
4.11.25	Hawkins ave	Development questions	Answered questions
4.11.25	Office	Sidewalk fund meeting with heather	Attended and participated
4.14.25	Office	Residential lot availability enquiry	Responded
4.14.25	S Carolina ave	Pothole repair request	Submitted
4.14.25	Office	Greenway property owners contact letter	Drafted
4.14.25	Office	Planning board meeting	Attended and participated
4.15.25	Office	Food truck questions	Answered questions
4.15.25	Holly st	Development questions	Answered questions
4.15.25	601 s Carolina	Storage building expansions questions	Responded
4.15.25	Office	HB 765 questions	Reviewed and responded
4.15.25	Office	Economic development consultant meeting	Met and answered questions
4.15.25	Willow creek	Development questions	Answered questions
4.17.25	600 s spencer ave	ADU questions	Answered questions
4.17.25	Hinkle dr	Zoning permits for Innospec additions	Issued

4.17.25	4 th st	Water & sewer questions	Answered questions
4.17.25	Hawkinstown rd	New development questions	Answered questions
4.21.25	Lincolnton ave	Road extension questions	Answered questions
4.21.25	1000 7 th st	Access questions	Answered questions
4.21.25	Salisbury ave	Submittal for residential zoning permits	Reviewed and commented
4.22.25	600 s Carolina ave	ADU plan submittal	Reviewed and commented
4.22.25	Office	Truck overnight parking in MS zoning district	Reviewed and commented
4.22.25	Long Ferry	Truckstop project	Site visit
4.24.25	Meadow ave	Development questions	Answered questions
4.24.25	Office	EB-5861 meeting	Reviewed meeting notes
4.24.25	113 7 th st	Zoning and code violation questions	Answered questions
4.24.25	Willow creek dr	Addressing issues with Rowan County	Discussed & resolved
4.28.25	Office	Tiny homes questions	Answered questions
4.28.25	6 th st	Final subdivision plat	Reviewed and commented
4.28.25	600 s Carolina	Zoning permit for new deck	Issued permit
4.28.25	602 2 nd st	Tree down in alleyway	Reviewed and commented
4.28.25	612 s Salisbury ave	Storage building questions	Answered questions
4.28.25	Office	Economic development for rail served site meeting	Attended and participated
4.29.25	700 Salisbury ave	Development discussions	Answered questions
4.29.25	Office	Staff meeting	attended

Planning Budget & Decision-Making Quotes-

“A budget is more than just a series of numbers on a page. It is an embodiment of our values.”

– Barack Obama

“The greater danger for most of us lies not in setting our aim too high and falling short, but in setting our aim too low, and achieving our mark.”

– Michelangelo

“I am not a product of my circumstances. I am a product of my decisions.”

– Stephen Covey

“Whenever you see a successful business, someone once made a courageous decision.”

– Peter Drucker

“Standing in the middle of the road is very dangerous; you get knocked down by the traffic from both sides.”

– Margaret Thatcher

“Argue, debate, worry about what is included in your budget. Anguish over what level of service you should provide. Cut out everything you don’t really need. Then, accept the tax rate required to pay for the results.”

– Steve Blount

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Agenda Item Coversheet

Meeting Date: 05/13/2025

Agenda Item #: 17. b.

Agenda Item Title: Code Enforcement Monthly Report

Category: Departmental Report

Presenter(s): Michael File, Chief

Explanation:

Code Enforcement Monthly Report

Financial Impact:

N/A

Recommendations:

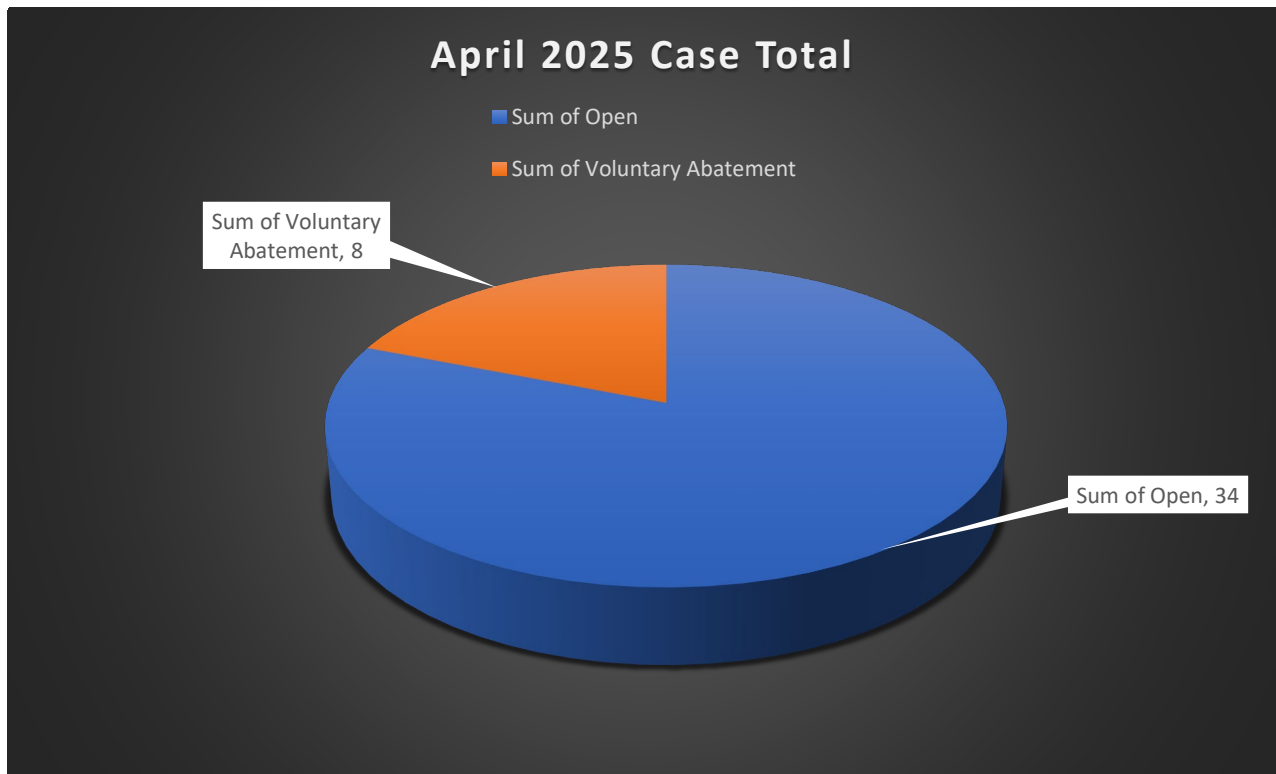
N/A

Attachment(s): ☒ Yes ☐ No

1. Code Enforcement Report

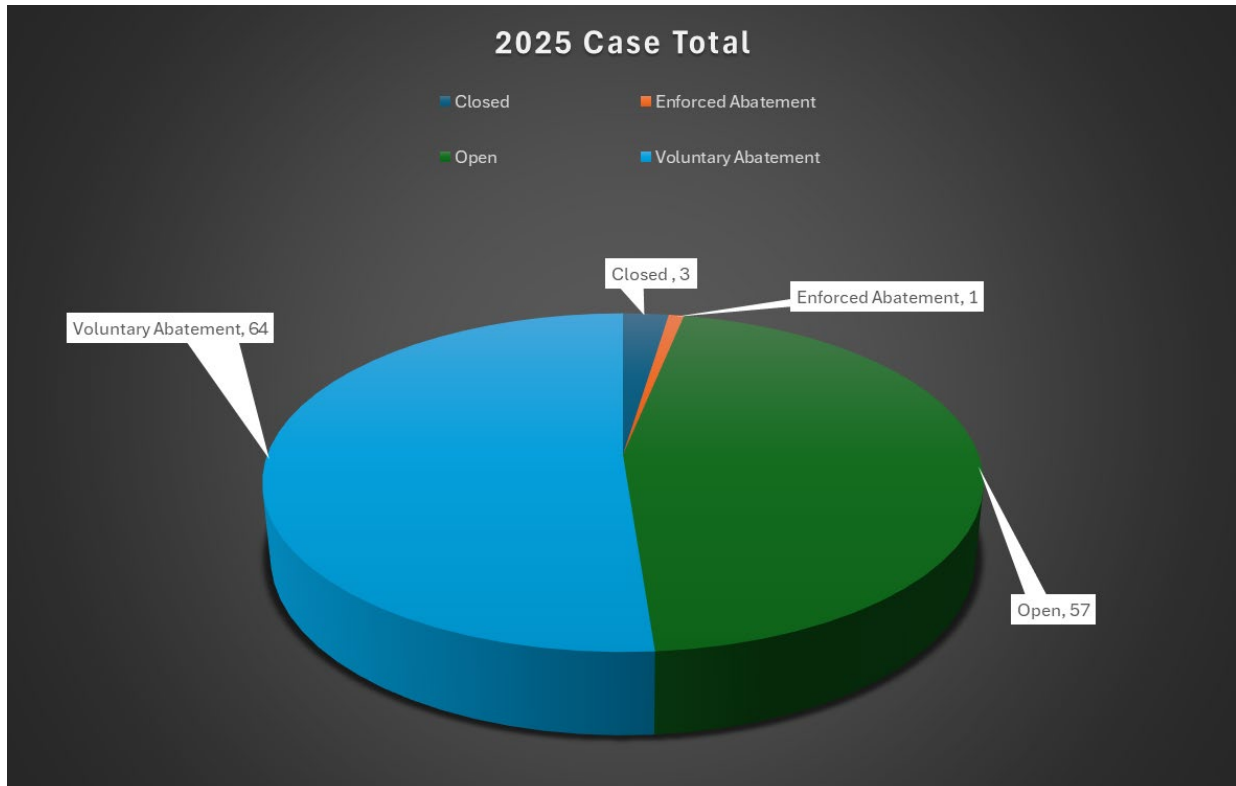
Monthly Report

- Total cases – 42
- Open - 34
- Voluntary Abatement - 8
- Notice of Violations - 7
- Notice of Bill - 0
- Notice of Lien – 0



2025 Yearly Report

- Total cases – 125
- Open - 57
- Voluntary Abatement - 64
- Enforced Abatement - 1
- Notice of Violations – 11
- Notice of Bill - 0
- Notice of Lien – 0



MH - Minimum Housing / OL - Overgrown Lot / JV - Junk Vehicle / JP - Junk Pile / AC - Animal Control /
IP - Illegal Parking / ZV - Zoning Violation / CM - Commercial Maintenance/

2025 Open Cases

Case Number	Address	Nature of Complaint	Main Status
202500125	501 S Baldwin	Tall Grass/ Weeds	Open
202500124	812 4TH ST	Tall Grass/ Weeds	Open
202500123	600 S Carolina	Tall Grass/ Weeds	Open
202500122	410 S Rowan	Tall Grass/ Weeds	Open
202500121	302 Meadow St	Dead Tree	Open
202500120	812 4TH ST	High Grass	Open
202500119	810 4TH ST	Junk	Open
202500118	303 S Yadkin	Junk	Open
202500117	206 Henderson	Tall Grass/ Weeds	Open
202500116	301 N Yadkin	Tall Grass/ Weeds	Open
202500115	1118 N Salisbury Ave	Junk	Open
202500114	707 N Salisbury Ave	Junk	Open
202500113	707 N Salisbury Ave	Tall Grass/ Weeds	Open
202500112	705 N Salisbury Ave	Junk	Open
202500111	129 11th street	Chickens	Open
202500110	307 N Yadkin C	Junk	Open
202500109	410 S Iredell	Tall Grass/ Weeds	Open
202500108	708 S Carolina	Tall Grass/ Weeds	Open
202500107	708 S Rowan	Tall Grass/ Weeds	Open
202500106	309 N Rowan	Tall Grass/ Weeds	Open
202500105	209 N Yadkin	Tall Grass/ Weeds	Open
202500104	210 N Yadkin	Tall Grass/ Weeds	Open
202500103	116 11TH ST	Tall Grass/ Weeds	Open
202500102	110 11TH ST	Tall Grass/ Weeds	Open
202500101	108 11TH ST	Tall Grass/ Weeds	Open
202500100	117 6TH ST	Tall Grass/ Weeds	Open
202500098	702 3RD ST	Tall Grass/ Weeds	Open
202500097	609 2ND ST	Tall Grass/ Weeds	Open
202500096	907 2ND ST	Tall Grass/ Weeds	Open
202500095	912 2ND ST	Tall Grass/ Weeds	Open
202500094	1003 2ND ST	Tall Grass/ Weeds	Open
202500093	1000 2ND ST	Tall Grass/ Weeds	Open
202500092	1014 2ND ST	Tall Grass/ Weeds	Open
202500087	210 N Salisbury	Tall Grass/ Weeds	Open
202500083	702 3RD ST	Tall Grass/ Weeds	Open
202500082	200 S Salisbury Ave	Tall Grass/ Weeds	Open
202500081	508 2ND ST	Tall Grass/ Weeds	Open
202500080	609 2ND ST	Tall Grass/ Weeds	Open
202500079	907 2ND ST	Tall Grass/ Weeds	Open
202500078	504 1ST ST	Tall Grass/ Weeds	Open
202500076	101 Henderson ST	Tall Grass/ Weeds	Open
202500075	405 S Hudson	Junk on Porch	Open

202500074	405 S Hudson	Illegal Parking	Open
202500073	410 S Iredell	Tall Grass/ Weeds	Open
202500072	608 S Yadkin	Tall Grass/ Weeds	Open
202500071	510 S Yadkin	Tall Grass/ Weeds	Open
202500068	206 N Yadkin	Tall Grass/ Weeds	Open
202500063	504 S Carolina Ave	Junk on porch	Open
202500062	300 8TH ST	Junk Vehicle	Open
202500056	215 8TH ST	Minimal Housing	Open
202500050	1112 Elizabeth Ave	Junk	Open
202500046	510 5TH ST	Overgrowth/ Nuisance	Open
202500029	705 S Yadkin Ave	Burnt House	Open
202500024	705 N Salisbury	Junk	Open
202500023	610 S Carolina Ave	Overgrowth/Junk	Open
202500009	804 S Salisbury Ave	Damaged Structure	Open
202500001	701 S Rowan Ave	Broken Windows	Open



Case Status Report

4/1/2025 - 4/30/2025

Case #	Case Date	Main Status	Last Status Change Date	Complaint Received	Violation Address	Nature of Complaint
--------	-----------	-------------	-------------------------	--------------------	-------------------	---------------------

Group: Closed

202400340	8/19/2024	Closed	4/22/2025	Site Visit	225 Hackett St	Overgrowth

Group Total: 1

Group: Enforced Abatement

202400498	11/25/2024	Enforced Abatement	4/22/2025	Site Visit	511 S Rowan	Overgrowth
202400485	11/7/2024	Enforced Abatement	4/22/2025	Site Visit	303 S Yadkin	Junk vehicle

Group Total: 2

Group: Open

202500125	4/24/2025	Open	4/24/2025	Site Visit	501 S Baldwin	Tall Grass/ Weeds
202500124	4/24/2025	Open	4/24/2025	Site Visit	812 4TH ST	Tall Grass/ Weeds
202500123	4/24/2025	Open	4/24/2025	Site Visit	600 S Carolina	Tall Grass/ Weeds
202500122	4/24/2025	Open	4/24/2025	Site Visit	410 S Rowan	Tall Grass/ Weeds
202500121	4/24/2025	Open	4/24/2025	Site Visit	302 Meadow St	Dead Tree
202500120	4/24/2025	Open	4/24/2025	Site Visit	812 4TH ST	High Grass
202500119	4/24/2025	Open	4/24/2025	Site Visit	810 4TH ST	Junk
202500118	4/21/2025	Open	4/21/2025	Site Visit	303 S Yadkin	Junk
202500117	4/21/2025	Open	4/21/2025	Site Visit	206 Henderson	Tall Grass/ Weeds
202500116	4/21/2025	Open	4/21/2025	Site Visit	301 N Yadkin	Tall Grass/ Weeds
202500115	4/21/2025	Open	4/21/2025	Site Visit	1118 N Salisbury Ave	Junk
202500114	4/21/2025	Open	4/21/2025	Site Visit	707 N Salisbury Ave	Junk

202500113	4/21/2025	Open	4/21/2025	Site Visit	707 N Salisbury Ave	Tall Grass/ Weeds
202500112	4/21/2025	Open	4/21/2025	Site Visit	705 N Salisbury Ave	Junk
202500111	4/20/2025	Open	4/22/2025	Portal Complaint	129 11th street	Chickens
202500110	4/17/2025	Open	4/17/2025	Site Visit	307 N Yadkin C	Junk
202500109	4/17/2025	Open	4/17/2025	Site Visit	410 S Iredell	Tall Grass/ Weeds
202500108	4/17/2025	Open	4/17/2025	Site Visit	708 S Carolina	Tall Grass/ Weeds
202500107	4/17/2025	Open	4/17/2025	Site Visit	708 S Rowan	Tall Grass/ Weeds
202500106	4/17/2025	Open	4/17/2025	Site Visit	309 N Rowan	Tall Grass/ Weeds
202500105	4/17/2025	Open	4/17/2025	Site Visit	209 N Yadkin	Tall Grass/ Weeds
202500104	4/17/2025	Open	4/17/2025	Site Visit	210 N Yadkin	Tall Grass/ Weeds
202500103	4/17/2025	Open	4/17/2025	Site Visit	116 11TH ST	Tall Grass/ Weeds
202500102	4/17/2025	Open	4/17/2025	Site Visit	110 11TH ST	Tall Grass/ Weeds
202500101	4/17/2025	Open	4/17/2025	Site Visit	108 11TH ST	Tall Grass/ Weeds
202500100	4/14/2025	Open	4/14/2025	Site Visit	117 6TH ST	Tall Grass/ Weeds
202500098	4/14/2025	Open	4/14/2025	Site Visit	702 3RD ST	Tall Grass/ Weeds
202500097	4/14/2025	Open	4/14/2025	Site Visit	609 2ND ST	Tall Grass/ Weeds
202500096	4/14/2025	Open	4/14/2025	Site Visit	907 2ND ST	Tall Grass/ Weeds
202500095	4/14/2025	Open	4/14/2025	Site Visit	912 2ND ST	Tall Grass/ Weeds
202500094	4/14/2025	Open	4/14/2025	Site Visit	1003 2ND ST	Tall Grass/ Weeds
202500093	4/14/2025	Open	4/14/2025	Site Visit	1000 2ND ST	Tall Grass/ Weeds
202500092	4/14/2025	Open	4/14/2025	Site Visit	1014 2ND ST	Tall Grass/ Weeds
202500087	4/14/2025	Open	4/14/2025	Site Visit	210 N Salisbury	Tall Grass/ Weeds

Group Total: 34

Group: Voluntary Abatement

202500099	4/14/2025	Voluntary Abatement	4/22/2025	Site Visit	900 4TH ST	Tall Grass/ Weeds
202500091	4/14/2025	Voluntary Abatement	4/22/2025	Site Visit	1105 2ND ST	Tall Grass/ Weeds
202500090	4/14/2025	Voluntary Abatement	4/22/2025	Site Visit	300 1ST ST	Tall Grass/ Weeds
202500089	4/14/2025	Voluntary Abatement	4/22/2025	Site Visit	120 1ST ST	Tall Grass/ Weeds
202500088	4/14/2025	Voluntary Abatement	4/22/2025	Site Visit	400 Oakwood	Illegal Parking
202500086	4/14/2025	Voluntary Abatement	4/22/2025	Site Visit	208 N Salisbury	Tall Grass/ Weeds

202500085	4/14/2025	Voluntary Abatement	4/22/2025	Site Visit	900 N Salisbury	Tall Grass/ Weeds
202500084	4/14/2025	Voluntary Abatement	4/28/2025	Site Visit	910 2ND ST	Overgrowth
202500077	3/26/2025	Voluntary Abatement	4/22/2025	Site Visit	300 1ST ST	Tall Grass/ Weeds
202500070	3/26/2025	Voluntary Abatement	4/22/2025	Site Visit	418 S Yadkin	No permit
202500069	3/26/2025	Voluntary Abatement	4/22/2025	Site Visit	418 S Yadkin	Illegal Parking
202500067	3/26/2025	Voluntary Abatement	4/22/2025	Site Visit	206 N Yadkin	Tall Grass/ Weeds
202500066	3/26/2025	Voluntary Abatement	4/22/2025	Site Visit	208 N Yadkin	High Grass
202500065	3/25/2025	Voluntary Abatement	4/22/2025	Site Visit	610 S Rowan Ave	Brush Pile
202500064	3/19/2025	Voluntary Abatement	4/22/2025	Site Visit	510 S Carolina	Junk Pile
202500061	3/18/2025	Voluntary Abatement	4/22/2025	Site Visit	412 Forestdale	Abandoned Vehicle
202500060	3/18/2025	Voluntary Abatement	4/22/2025	Site Visit	605 S Whitehead	Illegal Parking
202500059	3/18/2025	Voluntary Abatement	4/22/2025	Site Visit	605 S Whitehead	Junk
202500058	3/18/2025	Voluntary Abatement	4/22/2025	Site Visit	607 S Whitehead	Junk Vehicle
202500057	3/18/2025	Voluntary Abatement	4/22/2025	Site Visit	301 8TH ST	Brush Pile
202500055	3/13/2025	Voluntary Abatement	4/22/2025	Site Visit	510 S Carolina Ave	Junk
202500054	3/11/2025	Voluntary Abatement	4/22/2025	Site Visit	601 5TH ST	Junk on Porch
202500048	2/28/2025	Voluntary Abatement	4/22/2025	Site Visit	515 7TH ST	Junk
202500044	2/26/2025	Voluntary Abatement	4/22/2025	Site Visit	707 2ND ST	Junk on porch
202500040	2/26/2025	Voluntary Abatement	4/22/2025	Site Visit	208 Cain St	Junk on Porch
202500038	2/25/2025	Voluntary Abatement	4/22/2025	Site Visit	311 S Rowan Ave	Junk vehicle
202500019	2/4/2025	Voluntary Abatement	4/22/2025	Site Visit	609 N Salisbury Ave	Illegal Parking

Group Total: 27

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Agenda Item Coversheet

Meeting Date: 05/13/2025

Agenda Item #: 17. c.

Agenda Item Title: Police Department Monthly Report

Category: Departmental Report

Presenter(s): Michael File, Police Chief

Explanation:

No approval needed. This item is for information only.

Financial Impact:

N/A

Recommendations:

N/A

Attachment(s): ☒ Yes ☐ No

1. Monthly PD Report
2. Monthly ACE Team Report

Activity Log Event Summary (Totals)

Spencer Police Department

(03/29/2025 - 04/30/2025)

<No Event Type Specified>	4	8th Street Ballpark Check	90
911 Hang-Up	9	Administrative Work	121
Alarm - Hold-up	1	Alarm - Other	13
Assault - Sexual	1	Assist - East Spencer Police	65
Assist - Fire Department	13	Assist - Motorist/Public	3
Assist - NCHP	5	Assist - Other Agency	10
Assist - Other Officer	75	Assist - Sheriff's Office	16
B&E/Burglary - Residential, In-Progress	1	Business Check-Drive Through	428
Calls For Service (General)	28	Communicating Threats	2
Community Event	1	Court	4
Directed Patrol	33	District Attorney's Office	1
Disturbance	7	Disturbance- Verbal	7
Disturbance-Physical	2	Domestic - Property Pick-up	5
Domestic Dispute	12	Domestic Violence	3
Follow-up Investigation - Outside County	1	Follow-up Investigation - Outside Town Limits	1
Follow-up Investigation- Spencer	6	Foot Patrol - Business	97
Foot Patrol - Residential	2	Foot Patrol - School	8
Found Property	3	Fraud - Report	2
Harrassment-Stalking	1	House Check	20
Illegal Dumping	1	Involuntary Commitment	1
Larceny - In-Progress	2	Larceny - Report	3
Library Park Check	136	Magistrate's Office	2
Maintenance - Equipment	2	Maintenance - Vehicle	31
Meeting	8	Missing Juvenile	1
Missing Person	1	NCTM - Drive Through	267
NCTM - Foot Patrol	73	Noise Complaint	4
Norfolk Southern Railroad-Drive Through	13	Park Check	200
Property Damage - Report	2	Public Service	29
School Activities	1	School Check - NRES	120
School Check - NRHS	121	School Check - NRMS	114
School Lockdown	1	Security Check/Standby	6
Shots Fired	5	Special Assignment - Drugs	1
Special Assignment - Other	2	SRO Duties	58

Activity Log Event Summary (Totals)

Spencer Police Department

(03/29/2025 - 04/30/2025)

Subject with Gun	1	Surveillance	1
Suspicious - Activity	2	Suspicious - Person	13
Suspicious - Vehicle	12	Traffic Accident - PD	3
Traffic Accident - PI	2	Traffic Enforcement	23
Training - PD	13	Trespassing - In-Progress	3
Unlock Vehicle	2	Vehicle Stop	233
Warrant Service	12	Welfare Check	20
Yadkin River Park Check - Davidson County	121	Yadkin River Park Check - Spencer	124

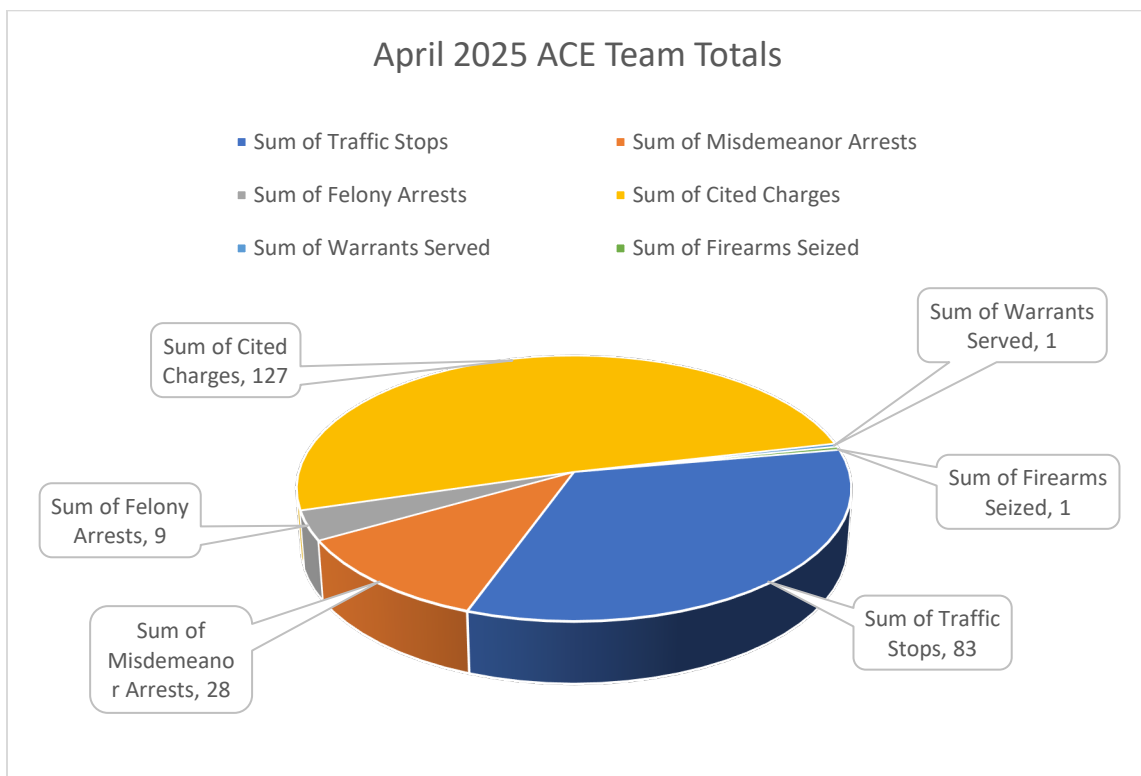
Total Number Of Events: 2,891

SPENCER POLICE ACE TEAM REPORT

April 2025

April 2025 Highlights

- April 2025 Cases: 8 (1 Closed)
- Traffic Stops: 83
- Total Arrests: 37 (Felony 9)
- Cited Charges: 127
- Warrants Served: 1
- Firearms Seized: 1

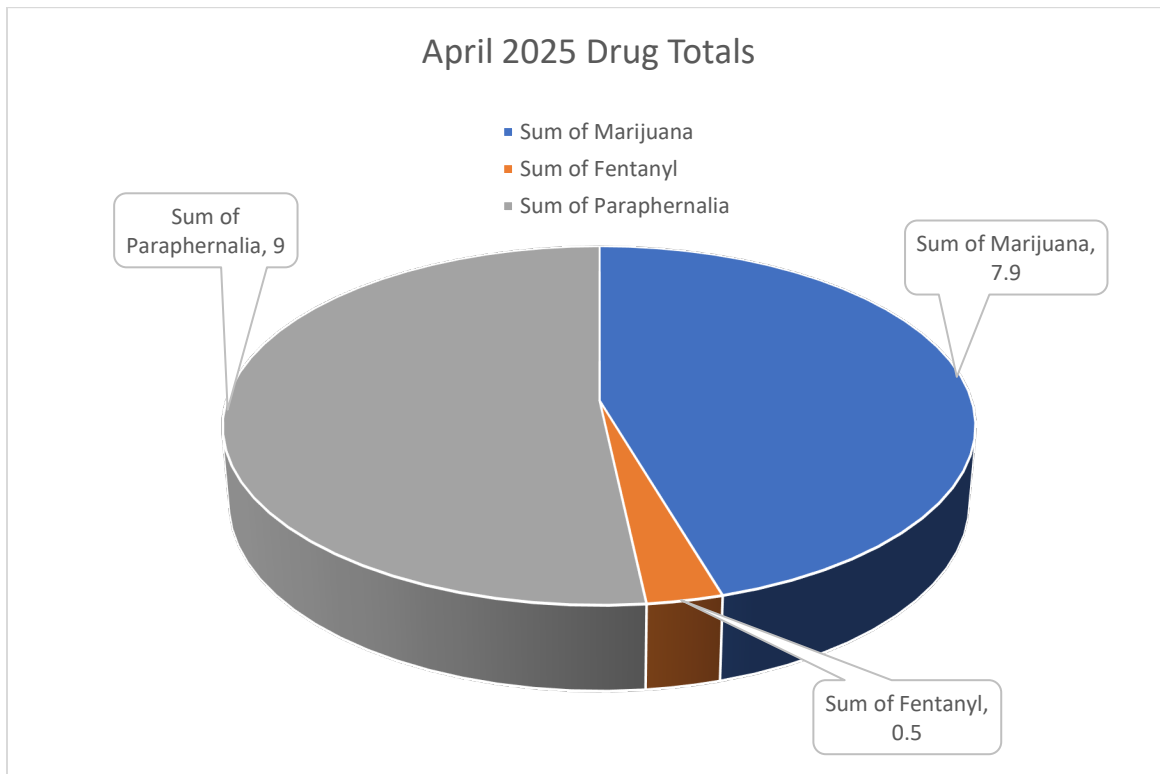


SPENCER POLICE ACE TEAM REPORT

April 2025

April 2025 Drug Totals

- Marijuana: 7.9 Grams
- Fentanyl: .5 Grams
- Paraphernalia Items: 9



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Agenda Item Coversheet

Meeting Date: 05/13/2025

Agenda Item #: 17. d.

Agenda Item Title: Fire Department Monthly Report

Category: Departmental Report

Presenter(s): Michael Lanning, Fire Chief

Explanation:

No approval needed. This item is for information only.

Financial Impact:

N/A

Recommendations:

N/A

Attachment(s): ☒ Yes ☐ No

1. Fire Department Report

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May 2025 Monthly Report

Calls for Service: 3/31/25-05/01/2025

Fire: 42
Medical: 68
Monthly Total: 110

2025 Total: 482

Apparatus:

- 1995 EOne is currently posted on GovDeals.

Equipment:

- N/A

Special Events:

- Staff join NRES students weekly during all lunch periods. All elected officials are welcome to join us on Wednesdays beginning at 11 am.
- The 3rd Annual Justin E. Monroe Fire Camp dates are July 21st-23rd.

Personnel:

- Resignation of one full-time firefighter. Currently accepting applications for the vacancy.
- Hired four additional part-time personnel.

Station:

- No updates on an expansion project.

Special Information:

We have begun working with Lexipol to ensure all policies and procedures contain and adhere to current legal statutes and recommended best practices.

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Public Works Director
Post Office Box 45
Spencer, NC 28159-0045

Agenda Item Coversheet

Meeting Date: 05/13/2025

Agenda Item #: 17. e.

Agenda Item Title: Public Works Monthly Report

Category: Departmental Report

Presenter(s): Joel Taylor, Public Works Director

Explanation:

No approval needed. This item is for information only.

Financial Impact:

None.

Recommendations:

N/A

Attachment(s): ☒ Yes ☐ No

1. Monthly Report

May 2025 Board of Aldermen Meeting

- 1) Regular services (Sanitation, Brush) are running on schedule.
- 2) Reminder: The leaf vac will not run again until October, so all loose material (leaves and clippings) will need to be placed in bags for pick-up until this time.
- 3) We will be observing the Memorial Day holiday on May 26th. All Town offices will be closed, and the change to the Trash schedule is listed below.

Memorial Day	Monday	May 26 th	*** Monday will run on Tuesday (May 27 th) *** Tuesday will run on Wednesday (May 28 th) *** Wednesday will run on Thursday (May 29 th)
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- 4) Our mulch give-away went well this Spring, but we have plenty of mulch left for residents. Please contact Town Hall or Public Works if you are interested.

Mulch Fee Schedule	
In-Town	
John Deere	\$3 per bucket
Backhoe	\$5 per bucket
Out of Town	
John Deere	\$7 per bucket
Backhoe	\$10 per bucket
IN TOWN DELIVERY	
Small Truck (Chevy)(3 scoops delivered)	\$25.00
Large Truck (International)(5 scoops delivered)	\$35.00

- 5) We had our United Way Day of Caring on Thursday, May 1st. It was a group effort between Town Staff, Salisbury Staff, United Way Staff, and local contractors. We removed the leaking roof of the 3rd base dugout/concession stand, with contractors taking the lead on replacing it. We also hauled stone for the floor of the storage building, and pressure-washed the other dugout and bleachers. We will plan an additional work day to complete any construction and paint the structures.
- 6) We are working with a company to do a sidewalk assessment and replacement plan. This will give us an inventory of our existing sidewalk and its condition. We can use Powell Bill funds to do this assessment, and we are working with them on an estimate to see if this is financially feasible for us to accomplish this fiscal year.
- 7) The contractors are making great progress on the new Town Park with an expected grand opening on June 28th. We removed the planters along 5th Street so this asphalt repair can be completed at the same time that the new entrance is paved. Most of the sidewalk has been completed, and the flag poles have been installed. The final touches are being put on the building, and the landscaping will be started in the next several weeks.
- 8) We have been doing a great deal of work at the Old Town Hall for the last several weeks in preparation for the asbestos abatement. We have cleaned out most items, had a give-away day to non-profit organizations, had a day for local people to purchase items, and finally, we will donate items to the Habitat store to finish the clean-out process. The contractor plans to get started on May 12th, and we will be meeting with the asbestos contractor this week to set a schedule for the work to be done.

9) We have been working at the Library doing some necessary trimming as time allows. Once we finish there, we will start the removal of the dead trees and debris on the Transportation Museum side of Salisbury Avenue between 6th and 11th Streets.

10) We have been doing a great deal of spraying this month and will continue until the first round is completed. As always, we only spray where needed, so if you keep the curb line in front of your property maintained, we will not spray.

11) Update: Chicken Springs Dam

We are staying in touch with our engineers and completing tasks as they notify us. We continue to maintain a low water level by using the existing siphon, mowing the area, and closely monitoring the situation with the outfall and boil. We continue to wait for news from the grant application and will notify everyone as soon as we receive the information.

12) CCAP update:

We have received our second permit from the Corps of Engineers, and Chris Sloop has gotten permission for us to narrow the scope of work to fit the grant money that we were awarded. We met with Levi and Chris and determined that the area to provide the most benefit is the creek line to the left of 17th Street, the last parcel to Pickett Avenue. This area has been marked, the contractor has been on site and provided us with an estimate that will fit this area. We will schedule a pre-construction meeting next week, and then the contractor will be given the green light to begin. Work is expected to take roughly a week to complete.

13) Since last report:

Zero abatements were issued and completed this month.

14) Work Orders were completed as necessary, along with several citizen engagement requests.

Monthly Events:

May 11th – Mother's Day

May 26th – Memorial Day

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Agenda Item Coversheet

Meeting Date: 05/13/2025

Agenda Item #: 17. f.

Agenda Item Title: Finance Monthly Report

Category: Departmental Report

Presenter(s): Heather Kann, Finance Officer

Explanation:

- We are moving along with our conversion.
 - o Our General Ledger account mapping is underway
 - o We are filling out templates for vendors and payroll information that will be carried over.
 - o Setting up payroll liability accounts are underway
- Below is a snapshot of where we stand in the General Fund

Total Budget vs Actual As of 4/29/25				
	Budgeted	Encumbered	Activity	Variance
Revenues	6,042,996.47	-	4,421,587.33	1,621,409.14
Expenditures	6,042,996.46	488,548.14	4,207,460.39	1,346,987.93
Revenues minus Expenses				274,421.21

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- Below is a snapshot of where we stand with Sales & Use Taxes

Sales and Use Tax As of May Distributions		
	FY 24	FY25
Total Pmts as of May Dist.	863,576.78	892,730.10
FY25 vs FY24 same time frame		3.000%
FY 24 Total	1,159,274.33	
FY 25 Year to Date	892,730.10	9 months reporting
FY 25 Budgeted	1,194,269.75	
FY 25 Activity	892,730.10	
Diff as of May Dist.	301,539.65	

Two scenarios	Total Collection Estimates
If we remain flat from FY24	1,188,945.75
Est. Collections minus Budget	(5,324.00)
If we continue with the same 3% over FY24 actuals	1,197,134.69
Est. Collections minus Budget	2,864.94

Financial Impact:

N/A

Recommendations:

N/A

Attachment(s): ☒ Yes ☐ No

1. Finance Report

Town of Spencer

Fiscal Period - Fiscal Period 2024/2025 Date Range - 2024-07-01 - 2025-04-29

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
Reporting Fund: 10-GENERAL FUND							
0000-10-Revs							
-							
10-3100-000 TAXES, PRIOR YEARS	\$12,000.00	\$12,000.00	\$0.00	\$15,035.81	\$938.08	\$3,035.81	125
10-3194-000 TAXES, 3RD PRIOR YR	\$3,600.00	\$3,600.00	\$0.00	\$6,117.90	\$282.22	\$2,517.90	170
10-3195-000 TAXES, 2ND PRIOR YR	\$6,000.00	\$6,000.00	\$0.00	\$7,380.66	\$208.50	\$1,380.66	123
10-3196-000 TAXES, FIRST PRIOR Y	\$21,000.00	\$21,000.00	\$0.00	\$20,646.27	\$1,642.12	\$353.73	98
10-3197-100 AD VALOREM TAXES CUR	\$2,092,184.00	\$2,092,184.00	\$0.00	\$2,050,792.67	\$25,704.27	\$41,391.33	98
10-3197-101 AD VALOREM TAXES VEH	\$172,930.00	\$159,930.00	\$0.00	\$133,232.78	\$19,199.38	\$26,697.22	83
10-3197-102 MUNICIPAL VEHICLE TA	\$0.00	\$13,000.00	\$0.00	\$7,050.00	\$1,370.00	\$5,950.00	54
10-3197-180 TAX INTEREST & PENAL	\$15,000.00	\$15,000.00	\$0.00	\$17,157.84	\$1,788.18	\$2,157.84	114
10-3231-000 1% SALES TAX (ART 39	\$396,091.30	\$396,091.30	\$0.00	\$274,900.77	\$30,630.04	\$121,190.53	69
10-3232-000 1/2% SALES TAX (ART	\$261,137.45	\$261,137.45	\$0.00	\$165,068.69	\$17,842.63	\$96,068.76	63
10-3233-000 1/2% SALES TAX (ART	\$195,053.00	\$195,053.00	\$0.00	\$135,399.41	\$15,047.90	\$59,653.59	69
10-3235-000 1/2% SALES TAX (ART	\$341,988.00	\$341,988.00	\$0.00	\$227,921.74	\$25,244.42	\$114,066.26	67
10-3322-000 BEER & WINE TAX	\$14,500.00	\$14,500.00	\$0.00	\$0.00	\$0.00	\$14,500.00	0
10-3324-000 UTILITY FRANCHISE TA	\$200,000.00	\$200,000.00	\$0.00	\$116,485.01	\$0.00	\$83,514.99	58
10-3326-000 SOLID WASTE DISPOSAL	\$2,600.00	\$2,600.00	\$0.00	\$1,321.35	\$0.00	\$1,278.65	51
10-3431-000 COURT, PKG FEES, REP	\$1,500.00	\$1,500.00	\$0.00	\$3,973.51	\$325.35	\$2,473.51	265
10-3437-000 FIRST RESPONDER FEES	\$8,000.00	\$8,000.00	\$0.00	\$7,135.00	\$335.00	\$865.00	89
10-3438-000 ROWAN-SALIS SCHOOLS	\$237,632.00	\$237,632.00	\$0.00	\$238,618.34	\$0.00	\$986.34	100
10-3439-000 NCTM PAYMENTS	\$32,427.72	\$32,427.72	\$0.00	\$21,618.48	\$0.00	\$10,809.24	67
10-3491-000 ZONING FEES	\$10,000.00	\$10,000.00	\$0.00	\$14,780.00	\$11,355.00	\$4,780.00	148
10-3491-001 LIEN PAYMENTS	\$15,000.00	\$15,000.00	\$0.00	\$23,165.22	\$50.00	\$8,165.22	154
10-3500-510 SOL/WASTE COLLECTION	\$264,745.00	\$264,745.00	\$0.00	\$197,179.88	\$46,298.04	\$67,565.12	74
10-3500-550 YARD WASTE SALES	\$2,000.00	\$2,000.00	\$0.00	\$1,571.00	\$395.00	\$429.00	79
10-3831-000 INVESTMENT EARNINGS	\$120,000.00	\$120,000.00	\$0.00	\$40,488.95	\$0.00	\$79,511.05	34
10-3833-001 Donations-Police Dep	\$0.00	\$75.00	\$0.00	\$2,575.00	\$2,500.00	\$2,500.00	343 3
10-3833-002 Donations-Other	\$12,000.00	\$12,000.00	\$0.00	\$3,420.00	\$0.00	\$8,580.00	28
10-3833-004 DONATIONS-FIRE DEPAR	\$0.00	\$50.00	\$0.00	\$50.00	\$0.00	\$0.00	100
10-3835-000 SALES-FIXED ASSETS	\$55,000.00	\$55,000.00	\$0.00	\$4,750.00	\$0.00	\$50,250.00	9
10-3837-000 ABC REVENUES	\$16,000.00	\$16,000.00	\$0.00	\$16,541.76	\$3,811.95	\$541.76	103
10-3838-000 INSURANCE REIMBURSEM	\$0.00	\$11,847.00	\$0.00	\$12,321.37	\$0.00	\$474.37	104
10-3839-000 MISCELLANEOUS REVENU	\$7,500.00	\$7,500.00	\$0.00	\$6,344.57	\$233.28	\$1,155.43	85
10-3839-001 CIVIL CITATIONS - PO	\$50.00	\$50.00	\$0.00	\$150.00	\$0.00	\$100.00	300
10-3839-002 CIVIL CITATIONS - LA	\$100.00	\$100.00	\$0.00	\$1,075.00	\$0.00	\$975.00	107 5
10-3841-000 STATE SHARED REVENUE	\$13,500.00	\$13,500.00	\$0.00	\$0.00	\$0.00	\$13,500.00	0
10-3985-000 FEDERAL GRANT ARPA	\$225,000.00	\$225,000.00	\$0.00	\$225,000.00	\$0.00	\$0.00	100
10-3985-002 OTHER GRANTS	\$37,500.00	\$37,500.00	\$0.00	\$30,500.00	\$0.00	\$7,000.00	81
10-3985-003 GRANTS-STANBACK FORE	\$5,000.00	\$5,000.00	\$0.00	\$360,036.35	\$350,000.00	\$355,036.35	720 1
10-3985-004 STATE GRANTS	\$75,000.00	\$175,000.00	\$0.00	\$31,782.00	\$0.00	\$143,218.00	18
10-3991-000 APPROPRIATED FUND BA	\$194,428.00	\$786,175.00	\$0.00	\$0.00	\$0.00	\$786,175.00	0
10-3991-001 APPROPRIATED CAPITAL	\$272,811.00	\$272,811.00	\$0.00	\$0.00	\$0.00	\$272,811.00	0
0000-10-Revs	\$5,339,277.47	\$6,042,996.47	\$0.00	\$4,421,587.33	\$555,201.36	\$2,391,658.66	73

Town of Spencer

Fiscal Period - Fiscal Period 2024/2025 Date Range - 2024-07-01 - 2025-04-29

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
4110-10-GOVERNING BODY							
-							
10-4110-121 SALARIES/WAGES-REGUL	\$24,675.00	\$24,675.00	\$0.00	\$20,562.50	\$2,056.25	\$4,112.50	83
10-4110-181 FICA	\$1,888.00	\$1,888.00	\$0.00	\$1,506.56	\$123.88	\$381.44	80
10-4110-191 SERVICES-ACCOUNTING	\$22,000.00	\$29,500.00	\$0.00	\$29,500.00	\$0.00	\$0.00	100
10-4110-192 SERVICES-LEGAL	\$27,500.00	\$22,500.00	\$10,062.50	\$12,437.50	\$0.00	\$0.00	55
10-4110-194 CONTRACT SERVICES	\$21,300.00	\$44,117.00	\$25,920.75	\$18,196.25	\$0.00	\$0.00	41
10-4110-212 UNIFORMS	\$280.00	\$280.00	\$0.00	\$282.89	\$0.00	(\$2.89)	101
10-4110-299 SUPPLIES AND MATERIA	\$1,000.00	\$1,000.00	\$0.00	\$292.02	\$0.00	\$707.98	29
10-4110-311 TRAVEL	\$2,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4110-321 TELEPHONE & INTERNET	\$539.00	\$539.00	\$0.00	\$404.10	\$44.90	\$134.90	75
10-4110-395 TRAINING	\$5,175.00	\$3,175.00	\$0.00	\$2,638.67	\$370.54	\$536.33	83
10-4110-451 INSURANCE-PROP/GEN/P	\$3,531.20	\$3,531.20	\$0.00	\$3,531.20	\$0.00	\$0.00	100
10-4110-491 DUES AND SUBSCRIPTIO	\$14,947.00	\$14,947.00	\$0.00	\$14,743.64	\$0.00	\$203.36	99
10-4110-600 NONPROFIT GRANTS	\$78,750.00	\$78,750.00	\$0.00	\$0.00	\$0.00	\$78,750.00	0
10-4110-610 COMMUNITY APPEARANCE	\$12,000.00	\$16,000.00	\$1,144.04	\$5,143.44	\$2,000.00	\$9,712.52	32
10-4110-620 HISTORIC PRESERVATIO	\$10,000.00	\$18,321.00	\$7,176.50	\$4,836.00	\$1,806.00	\$6,308.50	26
10-4110-631 ROWAN COUNTY TAX COL	\$24,865.00	\$24,865.00	\$0.00	\$28,880.09	\$410.71	(\$4,015.09)	116
10-4110-640 TOURISM AND EVENTS	\$30,000.00	\$30,000.00	\$430.97	\$28,807.19	\$0.00	\$761.84	96
10-4110-930 TRANSFER TO CAPITAL	\$272,811.00	\$301,382.00	\$0.00	\$306,765.00	\$0.00	(\$5,383.00)	102
10-4110-999 CONTINGENCIES	\$20,000.00	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0
4110-10-GOVERNING BODY	\$573,761.20	\$625,470.20	\$44,734.76	\$478,527.05	\$6,812.28	\$102,208.39	84

Town of Spencer

Fiscal Period - Fiscal Period 2024/2025 Date Range - 2024-07-01 - 2025-04-29

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
4130-10-ADMINISTRATION							
-							
10-4130-121 SALARIES/WAGES-REGUL	\$297,803.00	\$297,803.00	\$0.00	\$229,938.26	\$22,461.94	\$67,864.74	77
10-4130-126 SALARIES/WAGES/TEMPO	\$20,163.00	\$20,163.00	\$0.00	\$15,271.00	\$1,270.00	\$4,892.00	76
10-4130-127 SALARIES/WAGES-BONUS	\$5,000.00	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	100
10-4130-181 FICA	\$24,051.00	\$24,051.00	\$0.00	\$18,914.72	\$1,755.32	\$5,136.28	79
10-4130-182 RETIREMENT	\$42,915.00	\$42,915.00	\$0.00	\$31,618.89	\$3,088.72	\$11,296.11	74
10-4130-183 GROUP INSURANCE	\$40,924.00	\$40,924.00	\$0.00	\$39,030.71	\$2,755.71	\$1,893.29	95
10-4130-184 401K CONTRIBUTION	\$11,214.00	\$11,214.00	\$0.00	\$10,765.65	\$1,051.36	\$448.35	96
10-4130-185 WORKERS COMPENSATION	\$547.00	\$547.00	\$0.00	\$535.64	\$0.00	\$11.36	98
10-4130-186 UNEMPLOYMENT	\$2,000.00	\$2,000.00	\$0.00	\$1,232.16	\$0.00	\$767.84	62
10-4130-193 MEDICAL SERVICES	\$3,297.00	\$3,297.00	\$0.00	\$1,418.00	\$75.00	\$1,879.00	43
10-4130-194 CONTRACT SERVICES	\$154,186.00	\$236,764.00	\$58,478.92	\$117,828.05	\$9,173.95	\$60,457.03	50
10-4130-198 SERVICES-ENGINEERING	\$25,000.00	\$62,611.00	\$30,147.84	\$31,324.92	\$4,579.55	\$1,138.24	50
10-4130-211 JANITORIAL SUPPLIES	\$1,500.00	\$1,500.00	\$0.00	\$984.77	\$122.20	\$515.23	66
10-4130-212 UNIFORMS	\$360.00	\$360.00	\$0.00	\$223.46	\$0.00	\$136.54	62
10-4130-260 SUPPLIES-OFFICE	\$3,000.00	\$3,000.00	\$0.00	\$1,838.23	\$84.40	\$1,161.77	61
10-4130-296 SUPPLIES-MEDICAL	\$100.00	\$100.00	\$0.00	\$16.49	\$0.00	\$83.51	16
10-4130-299 SUPPLIES AND MATERIA	\$2,720.00	\$2,720.00	\$0.00	\$358.13	\$0.00	\$2,361.87	13
10-4130-311 TRAVEL	\$5,573.00	\$5,573.00	\$991.14	\$2,493.95	\$60.90	\$2,087.91	45
10-4130-321 TELEPHONE AND INTERN	\$8,652.00	\$8,652.00	\$0.00	\$5,906.68	\$392.13	\$2,745.32	68
10-4130-325 POSTAGE	\$2,364.00	\$2,364.00	\$0.00	\$951.31	\$0.00	\$1,412.69	40
10-4130-331 UTILITIES	\$25,800.00	\$25,800.00	\$0.00	\$20,710.03	\$1,637.76	\$5,089.97	80
10-4130-341 PRINTING	\$1,000.00	\$1,000.00	\$0.00	\$196.74	\$0.00	\$803.26	20
10-4130-351 MAINTENANCE-BUILDING	\$16,500.00	\$16,500.00	\$5,260.00	\$868.43	\$195.00	\$10,371.57	5
10-4130-370 ADVERTISING	\$6,300.00	\$6,300.00	\$0.00	\$2,993.42	\$135.00	\$3,306.58	48
10-4130-395 TRAINING	\$7,098.00	\$7,098.00	\$722.00	\$2,061.00	\$0.00	\$4,315.00	29
10-4130-400 DAVID TREME EDUCATIO	\$5,000.00	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0
10-4130-439 EQUIPMENT RENTAL	\$4,959.00	\$4,959.00	\$1,012.50	\$3,725.24	\$463.47	\$221.26	75
10-4130-440 MAINTENANCE CONTRACT	\$23,332.00	\$23,332.00	\$2,327.10	\$16,289.55	\$924.75	\$4,715.35	70
10-4130-441 LICENSE FEE	\$24,597.00	\$24,597.00	\$319.80	\$21,507.66	\$0.00	\$2,769.54	87
10-4130-451 INSURANCE-PROP/GEN/P	\$11,390.00	\$11,390.00	\$0.00	\$11,387.84	\$0.00	\$2.16	100
10-4130-453 INSURANCE - BONDS	\$1,590.00	\$1,764.00	\$0.00	\$1,763.45	\$0.00	\$0.55	100
10-4130-491 DUES AND SUBSCRIPTIO	\$4,657.00	\$4,657.00	\$0.00	\$2,503.80	\$175.00	\$2,153.20	54
10-4130-499 MISCELLANEOUS	\$1,000.00	\$1,000.00	\$0.00	\$221.00	\$0.00	\$779.00	22
10-4130-710 PRINICPAL	\$71,271.00	\$71,271.00	\$0.00	\$71,271.07	\$0.00	(\$0.07)	100
10-4130-720 INTEREST	\$57,125.00	\$57,125.00	\$0.00	\$57,124.93	\$0.00	\$0.07	100
4130-10-ADMINISTRATION	\$912,988.00	\$1,033,351.00	\$99,259.30	\$728,275.18	\$50,402.16	\$205,816.52	80

Town of Spencer

Fiscal Period - Fiscal Period 2024/2025 Date Range - 2024-07-01 - 2025-04-29

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
4310-10-POLICE OPERATIONS							
-							
10-4310-121 SALARIES/WAGES-REGUL	\$1,013,739.00	\$1,013,739.00	\$0.00	\$783,597.96	\$77,917.93	\$230,141.04	77
10-4310-122 SALARIES/WAGES-OVERT	\$5,000.00	\$5,000.00	\$0.00	\$35.76	\$0.00	\$4,964.24	1
10-4310-126 PART-TIME/TEMPORARY	\$27,091.00	\$19,091.00	\$0.00	\$7,353.76	\$758.50	\$11,737.24	39
10-4310-127 SALARIES/WAGES-BONUS	\$21,500.00	\$21,000.00	\$0.00	\$21,000.00	\$0.00	\$0.00	100
10-4310-131 SUPPLEMENTAL LAW RET	\$7,135.00	\$7,135.00	\$0.00	\$5,604.29	\$546.76	\$1,530.71	79
10-4310-181 FICA	\$79,639.00	\$79,639.00	\$0.00	\$59,791.02	\$5,782.52	\$19,847.98	75
10-4310-182 RETIREMENT	\$156,572.00	\$156,572.00	\$0.00	\$117,144.31	\$11,649.18	\$39,427.69	75
10-4310-183 GROUP INSURANCE	\$168,064.00	\$168,064.00	\$0.00	\$133,584.25	\$11,378.98	\$34,479.75	79
10-4310-184 401K CONTRIBUTION	\$50,613.00	\$50,613.00	\$0.00	\$39,164.63	\$3,867.77	\$11,448.37	77
10-4310-185 WORKERS COMPENSATION	\$23,217.00	\$23,217.00	\$0.00	\$22,734.68	\$0.00	\$482.32	98
10-4310-193 SERVICES-MEDICAL	\$1,725.00	\$1,725.00	\$0.00	\$2,245.00	\$0.00	(\$520.00)	130
10-4310-194 CONTRACT SERVICES	\$14,066.00	\$14,066.00	\$0.00	\$12,910.90	\$0.00	\$1,155.10	92
10-4310-212 UNIFORMS	\$16,000.00	\$19,236.00	\$4,789.44	\$8,100.38	\$3,148.94	\$6,346.18	42
10-4310-213 SUPPLIES-SAFETY	\$4,775.00	\$4,850.00	\$0.00	\$1,175.04	\$258.78	\$3,674.96	24
10-4310-251 MOTOR FUEL AND LUBRI	\$50,000.00	\$50,000.00	\$7,495.44	\$42,504.56	\$4,525.77	\$0.00	85
10-4310-260 SUPPLIES-OFFICE	\$1,700.00	\$1,700.00	\$0.00	\$1,066.90	\$0.00	\$633.10	63
10-4310-291 SUPPLIES-DATA PROCES	\$5,204.00	\$3,133.00	\$693.87	\$799.00	\$0.00	\$1,640.13	26
10-4310-296 SUPPLIES-MEDICAL	\$1,010.00	\$1,010.00	\$324.85	\$0.00	\$0.00	\$685.15	0
10-4310-299 SUPPLIES AND MATERIA	\$15,887.00	\$18,447.00	\$4,261.41	\$4,677.95	\$291.08	\$9,507.64	25
10-4310-311 TRAVEL	\$1,750.00	\$1,750.00	\$0.00	\$916.30	\$0.00	\$833.70	52
10-4310-321 TELEPHONE AND INTERN	\$16,945.00	\$16,945.00	\$0.00	\$11,322.36	\$1,056.48	\$5,622.64	67
10-4310-329 OTHER COMMUNICATION	\$4,320.00	\$4,320.00	\$660.00	\$3,400.00	\$330.00	\$260.00	79
10-4310-341 PRINTING	\$400.00	\$400.00	\$0.00	\$0.00	\$0.00	\$400.00	0
10-4310-352 MAINTENANCE-EQUIPMEN	\$2,500.00	\$2,500.00	\$0.00	\$696.76	\$0.00	\$1,803.24	28
10-4310-353 MAINTENANCE-VEHICLES	\$14,000.00	\$26,516.00	\$1,133.60	\$20,216.23	\$2,583.96	\$5,166.17	76
10-4310-395 TRAINING	\$7,640.00	\$4,640.00	\$0.00	\$1,256.66	\$41.15	\$3,383.34	27
10-4310-440 MAINTENANCE CONTRACT	\$32,432.00	\$32,432.00	\$371.20	\$29,564.69	\$1,013.00	\$2,496.11	91
10-4310-441 LICENSE FEE	\$17,646.00	\$17,646.00	\$0.00	\$17,603.09	\$19.99	\$42.91	100
10-4310-451 INSURANCE-PROP/GEN/P	\$28,275.00	\$28,275.00	\$0.00	\$28,274.70	\$0.00	\$0.30	100
10-4310-452 INSURANCE-VEHICLES	\$22,903.00	\$22,903.00	\$358.19	\$23,743.81	\$0.00	(\$1,199.00)	104
10-4310-491 DUES AND SUBSCRIPTIO	\$2,645.00	\$1,645.00	\$0.00	\$250.00	\$250.00	\$1,395.00	15
10-4310-499 MISCELLANEOUS	\$1,200.00	\$1,200.00	\$0.00	\$428.88	\$19.25	\$771.12	36
10-4310-750 LEASE PYMTS-COMPUTER	\$9,658.01	\$9,658.01	\$0.00	\$9,658.00	\$0.00	\$0.01	100
4310-10-POLICE OPERATIONS	\$1,825,251.01	\$1,829,067.01	\$20,088.00	\$1,410,821.87	\$125,440.04	\$398,157.14	78

10-4310-193 & 10-4310-452 Corrected with Ordinance 24-10.020

Town of Spencer

Fiscal Period - Fiscal Period 2024/2025 Date Range - 2024-07-01 - 2025-04-29

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
4340-10-FIRE OPERATIONS							
-							
10-4340-121 SALARIES/WAGES-REGUL	\$486,066.00	\$462,466.00	\$0.00	\$366,597.95	\$36,161.96	\$95,868.05	79
10-4340-122 OVERTIME	\$15,000.00	\$18,600.00	\$0.00	\$44,986.12	\$2,769.08	(\$26,386.12)	242
10-4340-126 PART-TIME/TEMPORARY	\$27,959.00	\$47,959.00	\$0.00	\$29,599.34	\$1,200.00	\$18,359.66	62
10-4340-127 SALARIES/WAGES-BONUS	\$15,500.00	\$13,000.00	\$0.00	\$13,000.00	\$0.00	\$0.00	100
10-4340-181 FICA	\$40,869.00	\$40,869.00	\$0.00	\$33,506.97	\$2,933.30	\$7,362.03	82
10-4340-182 RETIREMENT	\$72,923.00	\$72,923.00	\$0.00	\$56,193.25	\$5,314.10	\$16,729.75	77
10-4340-183 GROUP INSURANCE	\$69,767.00	\$69,767.00	\$0.00	\$67,443.33	\$5,418.39	\$2,323.67	97
10-4340-184 401K CONTRIBUTION	\$22,080.00	\$22,080.00	\$0.00	\$16,604.56	\$1,802.75	\$5,475.44	75
10-4340-185 WORKERS COMPENSATION	\$14,860.00	\$14,860.00	\$0.00	\$14,551.29	\$0.00	\$308.71	98
10-4340-194 CONTRACT SERVICES	\$19,258.00	\$19,258.00	\$1,110.00	\$13,624.00	\$3,224.60	\$4,524.00	71
10-4340-211 JANITORIAL SUPPLIES	\$2,000.00	\$2,000.00	\$0.00	\$1,186.56	\$0.00	\$813.44	59
10-4340-212 UNIFORMS	\$12,500.00	\$15,897.00	\$2,767.28	\$6,347.66	\$566.94	\$6,782.06	40
10-4340-213 SUPPLIES-SAFETY	\$25,785.00	\$43,815.00	\$1,675.00	\$27,779.59	\$1,730.11	\$14,360.41	63
10-4340-230 SUPPLIES-EDUCATIONAL	\$5,518.00	\$8,768.00	\$0.00	\$6,109.64	\$0.00	\$2,658.36	70
10-4340-251 MOTOR FUEL AND LUBRI	\$19,200.00	\$19,200.00	\$8,951.95	\$10,024.53	\$868.28	\$223.52	52
10-4340-260 SUPPLIES-OFFICE	\$1,500.00	\$1,500.00	\$0.00	\$554.88	(\$401.11)	\$945.12	37
10-4340-296 SUPPLIES-MEDICAL	\$5,000.00	\$5,000.00	\$0.00	\$2,444.70	\$0.00	\$2,555.30	49
10-4340-299 SUPPLIES AND MATERIA	\$3,500.00	\$3,500.00	\$1,605.00	\$1,464.01	\$932.01	\$430.99	42
10-4340-311 TRAVEL	\$3,050.00	\$3,050.00	\$0.00	\$2,035.67	\$199.11	\$1,014.33	67
10-4340-321 TELEPHONE AND INTE	\$10,032.00	\$10,032.00	\$0.00	\$9,924.83	\$1,230.85	\$107.17	99
10-4340-331 UTILITIES	\$10,392.00	\$10,392.00	\$0.00	\$10,200.79	\$883.13	\$191.21	98
10-4340-351 MAINTENANCE-BUILDING	\$10,800.00	\$10,800.00	\$0.00	\$4,588.71	\$340.74	\$6,211.29	42
10-4340-352 MAINTENANCE-EQUIPMEN	\$4,000.00	\$4,000.00	\$0.00	\$2,765.45	\$10.00	\$1,234.55	69
10-4340-353 MAINTENANCE-VEHICLES	\$15,000.00	\$30,710.00	\$651.32	\$29,437.83	\$139.39	\$620.85	96
10-4340-354 MAINTENANCE-GROUNDS	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0
10-4340-395 TRAINING	\$4,800.00	\$4,800.00	\$0.00	\$2,217.20	\$1,414.03	\$2,582.80	46
10-4340-440 MAINTENANCE CONTRACT	\$2,580.00	\$2,580.00	\$0.00	\$2,701.64	\$393.37	(\$121.64)	105
10-4340-451 INSURANCE-PROP/GEN/P	\$8,291.00	\$8,291.00	\$0.00	\$8,291.00	\$0.00	\$0.00	100
10-4340-452 INSURANCE - VEHICLES	\$5,539.00	\$5,539.00	\$0.00	\$6,374.27	\$0.00	(\$835.27)	115
10-4340-491 DUES AND SUBSCRIPTIO	\$4,755.00	\$4,755.00	\$0.00	\$4,370.63	\$697.06	\$384.37	92
10-4340-499 MISCELLANEOUS	\$1,000.00	\$1,000.00	\$0.00	\$2,130.98	\$677.95	(\$1,130.98)	213
4340-10-FIRE OPERATIONS	\$940,524.00	\$978,411.00	\$16,760.55	\$797,057.38	\$68,506.04	\$164,593.07	83

Working with the Fire Chief on the highlighted items.

Town of Spencer

Fiscal Period - Fiscal Period 2024/2025 Date Range - 2024-07-01 - 2025-04-29

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
4510-10-STREETS OPERATIONS							
-							
10-4510-121 SALARIES/WAGES-REGUL	\$214,100.00	\$214,100.00	\$0.00	\$123,089.21	\$11,150.15	\$91,010.79	57
10-4510-122 SALARIES/WAGES-OVERT	\$2,000.00	\$2,000.00	\$0.00	\$2,464.07	\$263.90	(\$464.07)	123
10-4510-126 PART-TIME/TEMPORARY	\$17,202.00	\$17,202.00	\$0.00	\$14,554.62	\$2,720.65	\$2,647.38	85
10-4510-127 SALARIES/WAGES-BONUS	\$5,900.00	\$4,900.00	\$0.00	\$4,900.00	\$0.00	\$0.00	100
10-4510-181 FICA	\$17,702.00	\$17,702.00	\$0.00	\$10,493.75	\$1,009.83	\$7,208.25	59
10-4510-182 RETIREMENT	\$31,585.00	\$31,585.00	\$0.00	\$17,138.08	\$1,558.03	\$14,446.92	54
10-4510-183 GROUP INSURANCE	\$45,757.00	\$45,757.00	\$0.00	\$33,628.91	\$2,644.05	\$12,128.09	73
10-4510-184 401K CONTRIBUTION	\$9,854.00	\$9,854.00	\$0.00	\$5,289.31	\$479.73	\$4,564.69	54
10-4510-185 WORKERS COMPENSATION	\$8,381.00	\$8,381.00	\$0.00	\$8,206.89	\$0.00	\$174.11	98
10-4510-194 CONTRACTED SERVICES	\$0.00	\$390,057.00	\$293,445.96	\$83,145.00	\$56,037.50	\$13,466.04	21
10-4510-211 JANITORIAL SUPPLIES	\$750.00	\$750.00	\$0.00	\$391.23	\$0.00	\$358.77	52
10-4510-212 UNIFORMS	\$4,500.00	\$4,500.00	\$0.00	\$3,132.81	\$320.04	\$1,367.19	70
10-4510-213 SUPPLIES-SAFETY	\$3,150.00	\$3,150.00	\$0.00	\$1,006.97	\$0.00	\$2,143.03	32
10-4510-251 MOTOR FUEL AND LUBRI	\$22,000.00	\$22,000.00	\$228.47	\$18,106.10	\$3,302.27	\$3,665.43	82
10-4510-260 SUPPLIES-OFFICE	\$250.00	\$250.00	\$0.00	\$181.46	\$156.98	\$68.54	73
10-4510-299 SUPPLIES AND MATERIA	\$7,000.00	\$7,000.00	\$0.00	\$4,875.12	\$1,855.90	\$2,124.88	70
10-4510-311 TRAVEL	\$100.00	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0
10-4510-321 TELEPHONE AND INTERN	\$2,577.00	\$2,577.00	\$0.00	\$1,945.03	\$172.50	\$631.97	75
10-4510-329 OTHER COMMUNICATION	\$120.00	\$120.00	\$0.00	\$0.00	\$0.00	\$120.00	0
10-4510-331 UTILITIES	\$59,318.00	\$59,318.00	\$0.00	\$56,245.47	\$5,295.02	\$3,072.53	95
10-4510-351 MAINTENANCE-BUILDING	\$4,000.00	\$5,887.00	\$3,499.98	\$8,146.17	\$3,569.73	(\$5,759.15)	138
10-4510-352 MAINTENANCE-EQUIPMEN	\$4,000.00	\$4,000.00	\$818.88	\$2,397.60	\$96.94	\$783.52	60
10-4510-353 MAINTENANCE-VEHICLES	\$9,500.00	\$9,500.00	\$0.00	\$3,181.55	\$85.56	\$6,318.45	33
10-4510-354 MAINTENANCE GROUNDS	\$20,000.00	\$20,000.00	\$0.00	\$976.89	\$66.89	\$19,023.11	5
10-4510-356 MAINTENANCE-STREETS	\$2,500.00	\$2,500.00	\$0.00	\$2,182.50	\$0.00	\$317.50	87
10-4510-440 MAINTENANCE CONTRACT	\$1,352.00	\$1,352.00	\$0.00	\$638.00	\$31.60	\$714.00	47
10-4510-451 INSURANCE-PRO/GEN/PR	\$3,427.00	\$3,427.00	\$0.00	\$3,427.00	\$0.00	\$0.00	100
10-4510-452 INSURANCE - VEHICLES	\$4,065.00	\$4,065.00	\$0.00	\$4,065.00	\$0.00	\$0.00	100
10-4510-491 DUES & SUBSCRIPTIONS	\$825.00	\$825.00	\$0.00	\$825.00	\$0.00	\$0.00	100
10-4510-499 MISCELLANEOUS	\$1,480.00	\$1,480.00	\$0.00	\$1,374.54	\$0.00	\$105.46	93
4510-10-STREETS OPERATIONS	\$503,395.00	\$894,339.00	\$297,993.29	\$416,008.28	\$90,817.27	\$180,337.43	80

Overages are planned to be covered by savings in 10-4510-182 Retirement and 10-4510-184 401k Contribution

Town of Spencer

Fiscal Period - Fiscal Period 2024/2025 Date Range - 2024-07-01 - 2025-04-29

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
4710-10-SOLID/YARD OPERATIONS							
-							
10-4710-121 SALARIES/WAGES-REGUL	\$186,633.00	\$186,633.00	\$0.00	\$113,100.01	\$11,358.87	\$73,532.99	61
10-4710-122 SALARIES/WAGES-OVERT	\$2,500.00	\$2,500.00	\$0.00	\$981.09	\$273.23	\$1,518.91	39
10-4710-127 SALARIES/WAGES-BONUS	\$4,500.00	\$3,500.00	\$0.00	\$3,400.00	\$0.00	\$100.00	97
10-4710-181 FICA	\$14,331.00	\$14,331.00	\$0.00	\$8,157.21	\$810.78	\$6,173.79	57
10-4710-182 RETIREMENT	\$25,571.00	\$25,571.00	\$0.00	\$15,572.09	\$1,587.77	\$9,998.91	61
10-4710-183 GROUP INSURANCE	\$38,064.00	\$38,064.00	\$0.00	\$28,568.25	\$2,192.61	\$9,495.75	75
10-4710-184 401K CONTRIBUTION	\$9,367.00	\$9,367.00	\$0.00	\$3,060.96	\$342.30	\$6,306.04	33
10-4710-185 WORKERS COMPENSATION	\$8,565.00	\$8,565.00	\$0.00	\$8,387.07	\$0.00	\$177.93	98
10-4710-194 CONTRACT SERVICES	\$16,500.00	\$16,500.00	\$0.00	\$15,960.00	\$0.00	\$540.00	97
10-4710-211 JANITORIAL SUPPLIES	\$500.00	\$500.00	\$0.00	\$391.22	\$0.00	\$108.78	78
10-4710-212 UNIFORMS	\$6,000.00	\$6,000.00	\$0.00	\$3,771.04	\$424.22	\$2,228.96	63
10-4710-213 SAFETY SUPPLIES	\$1,000.00	\$1,000.00	\$0.00	\$293.70	\$0.00	\$706.30	29
10-4710-230 SUPPLIES-EDUCATIONAL	\$200.00	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	0
10-4710-251 MOTOR FUEL AND LUBRI	\$14,452.00	\$14,452.00	\$85.66	\$12,071.25	\$2,201.51	\$2,295.09	84
10-4710-299 SUPPLIES AND MATERIA	\$12,000.00	\$12,000.00	\$0.00	\$10,630.00	\$0.00	\$1,370.00	89
10-4710-321 TELEPHONE AND INTERN	\$1,505.00	\$1,505.00	\$0.00	\$539.21	\$22.50	\$965.79	36
10-4710-352 MAINTENANCE-EQUIPMEN	\$3,950.00	\$3,950.00	\$1,058.82	\$2,377.94	\$37.39	\$513.24	60
10-4710-353 MAINTENANCE-VEHILCES	\$7,000.00	\$7,000.00	\$0.00	\$2,903.40	\$1,307.10	\$4,096.60	41
10-4710-370 ADVERTISING	\$150.00	\$150.00	\$0.00	\$0.00	\$0.00	\$150.00	0
10-4710-395 TRAINING	\$1,500.00	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00	0
10-4710-397 LANDFILL SER TIPPING	\$62,000.00	\$62,000.00	\$0.00	\$49,930.18	\$5,629.14	\$12,069.82	81
10-4710-440 MAINTENANCE CONTRACT	\$200.00	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	0
10-4710-451 INSURANCE-PROP/GEN/P	\$2,641.00	\$2,641.00	\$0.00	\$2,641.00	\$0.00	\$0.00	100
10-4710-452 INSURANCE-VEHICLES	\$4,795.00	\$4,795.00	\$0.00	\$4,795.00	\$0.00	\$0.00	100
10-4710-750 LEASE PAYMENTS	\$37,909.00	\$37,909.00	\$0.00	\$35,214.00	\$0.00	\$2,695.00	93
4710-10-SOLID/YARD OPERATIONS	\$461,833.00	\$460,833.00	\$1,144.48	\$322,744.62	\$26,187.42	\$136,943.90	70

Town of Spencer

Fiscal Period - Fiscal Period 2024/2025 Date Range - 2024-07-01 - 2025-04-29

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
6110-10-LIBRARY							
-							
10-6110-126 PART-TIME/TEMPORARY	\$15,911.00	\$15,911.00	\$0.00	\$12,809.74	\$1,260.84	\$3,101.26	81
10-6110-127 SALARIES/WAGES-BONUS	\$500.00	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	100
10-6110-181 FICA	\$1,214.00	\$1,214.00	\$0.00	\$1,018.11	\$96.45	\$195.89	84
10-6110-194 CONTRACT SERVICES	\$2,000.00	\$2,000.00	\$0.00	\$1,128.00	\$0.00	\$872.00	56
10-6110-260 SUPPLIES-OFFICE	\$600.00	\$600.00	\$0.00	\$17.10	\$0.00	\$582.90	3
10-6110-299 SUPPLIES	\$2,050.00	\$2,050.00	\$0.00	\$1,721.77	\$234.30	\$328.23	84
10-6110-311 TRAVEL	\$532.00	\$532.00	\$0.00	\$229.69	\$0.00	\$302.31	43
10-6110-321 TELEPHONE AND INTERN	\$2,249.00	\$2,249.00	\$0.00	\$1,665.30	\$197.64	\$583.70	74
10-6110-331 UTILITIES	\$9,372.00	\$9,372.00	\$0.00	\$8,231.19	\$741.02	\$1,140.81	88
10-6110-351 MAINTENANCE-BUILDING	\$6,250.00	\$6,250.00	\$1,332.76	\$3,634.38	\$0.00	\$1,282.86	58
10-6110-370 ADVERTISING	\$300.00	\$300.00	\$0.00	\$25.75	\$0.00	\$274.25	9
10-6110-395 TRAINING	\$150.00	\$150.00	\$0.00	\$99.00	\$0.00	\$51.00	66
10-6110-440 MAINTENANCE CONTRACT	\$1,827.00	\$1,827.00	\$295.00	\$1,279.22	\$99.70	\$252.78	70
10-6110-451 INSURANCE-PRO/GEN/PR	\$2,920.00	\$2,920.00	\$0.00	\$2,920.00	\$0.00	\$0.00	100
10-6110-491 DUES & SUBSCRIPTIONS	\$360.00	\$360.00	\$0.00	\$360.00	\$0.00	\$0.00	100
6110-10-LIBRARY	\$46,235.00	\$46,235.00	\$1,627.76	\$35,639.25	\$2,629.95	\$8,967.99	81

Town of Spencer

Fiscal Period - Fiscal Period 2024/2025 Date Range - 2024-07-01 - 2025-04-29

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
6120-10-RECREATION							
-							
10-6120-121 SALARIES/WAGES-REGUL	\$10,530.25	\$10,530.25	\$0.00	\$0.00	\$0.00	\$10,530.25	0
10-6120-181 FICA	\$805.00	\$805.00	\$0.00	\$0.00	\$0.00	\$805.00	0
10-6120-182 RETIREMENT	\$1,437.00	\$1,437.00	\$0.00	\$0.00	\$0.00	\$1,437.00	0
10-6120-183 GROUP INSURANCE	\$2,335.00	\$2,335.00	\$0.00	\$0.00	\$0.00	\$2,335.00	0
10-6120-184 401K CONTRIBUTION	\$526.00	\$526.00	\$0.00	\$0.00	\$0.00	\$526.00	0
10-6120-185 WORKERS COMPENSATION	\$19.00	\$19.00	\$0.00	\$0.00	\$0.00	\$19.00	0
10-6120-194 CONTRACT SERVICES	\$0.00	\$100,000.00	\$0.00	\$0.00	\$0.00	\$100,000.00	0
10-6120-198 SERVICES-ENGINEERING	\$0.00	\$35,000.00	\$2,880.00	\$11,661.40	\$2,914.00	\$20,458.60	33
10-6120-299 SUPPLIES AND MATERIA	\$750.00	\$750.00	\$0.00	\$0.00	\$0.00	\$750.00	0
10-6120-331 UTILITIES	\$4,620.00	\$4,620.00	\$0.00	\$4,581.76	\$543.64	\$38.24	99
10-6120-357 MAINTENANCE-PARKS AN	\$13,100.00	\$13,100.00	\$60.00	\$1,975.60	\$0.00	\$11,064.40	15
10-6120-451 INSURANCE-PROP/GEN/P	\$168.00	\$168.00	\$0.00	\$168.00	\$0.00	\$0.00	100
10-6120-525 SENIOR CITIZEN PROGR	\$35,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-6120-625 SENIOR CITIZENS COUN	\$6,000.00	\$6,000.00	\$4,000.00	\$0.00	\$0.00	\$2,000.00	0
6120-10-RECREATION	\$75,290.25	\$175,290.25	\$6,940.00	\$18,386.76	\$3,457.64	\$149,963.49	14

Town of Spencer

Fiscal Period - Fiscal Period 2024/2025 Date Range - 2024-07-01 - 2025-04-29

Account		Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
Reporting Fund: 10-GENERAL FUND								
	FundRevTot	\$5,339,277.47	\$6,042,996.47	\$0.00	\$4,421,587.33	\$555,201.36	\$2,391,658.66	73
	FundExpTot	\$5,339,277.46	\$6,042,996.46	\$488,548.14	\$4,207,460.39	\$374,252.80	\$1,346,987.93	78
Grand Totals:								
	TotalRev	\$5,339,277.47	\$6,042,996.47	\$0.00	\$4,421,587.33	\$555,201.36	\$2,391,658.66	73
	TotalExp	\$5,339,277.46	\$6,042,996.46	\$488,548.14	\$4,207,460.39	\$374,252.80	\$1,346,987.93	78

Town of Spencer

Fiscal Period - Fiscal Period 2024/2025 Date Range - 2024-07-01 - 2025-04-29

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
Reporting Fund: 20-POWELL BILL							
0000-20-Revs							
-							
20-3197-102 MUNICIPAL VEHICLE TA	\$0.00	\$13,000.00	\$0.00	\$7,050.00	\$1,370.00	\$5,950.00	54
20-3328-000 POWELL BILL REVENUE	\$144,971.00	\$131,971.00	\$0.00	\$134,902.71	\$0.00	\$2,931.71	102
20-3831-000 INVESTMENT EARNINGS	\$10,000.00	\$10,000.00	\$0.00	\$6,696.09	\$0.00	\$3,303.91	67
0000-20-Revs	\$154,971.00	\$154,971.00	\$0.00	\$148,648.80	\$1,370.00	\$12,185.62	96
4510-20-STREETS OPERATIONS							
-							
20-4510-121 SALARIES/WAGES-REGUL	\$11,990.00	\$11,990.00	\$0.00	\$9,377.53	\$915.56	\$2,612.47	78
20-4510-127 SALARIES/WAGES-BONUS	\$200.00	\$200.00	\$0.00	\$200.00	\$0.00	\$0.00	100
20-4510-181 FICA	\$902.00	\$902.00	\$0.00	\$732.68	\$70.04	\$169.32	81
20-4510-182 RETIREMENT	\$1,609.00	\$1,609.00	\$0.00	\$1,280.10	\$124.98	\$328.90	80
20-4510-183 GROUP INSURANCE	\$1,889.00	\$1,889.00	\$0.00	\$1,445.20	\$136.61	\$443.80	77
20-4510-184 401K CONTRIBUTION	\$589.00	\$589.00	\$0.00	\$468.90	\$45.78	\$120.10	80
20-4510-198 SERVICES-ENGINEERING	\$5,000.00	\$5,000.00	\$2,440.00	\$0.00	\$0.00	\$2,560.00	0
20-4510-299 SUPPLIES AND MATERIA	\$2,000.00	\$2,000.00	\$0.00	\$539.40	\$539.40	\$1,460.60	27
20-4510-355 MAINTENANCE-SIDEWALK	\$12,000.00	\$12,000.00	\$0.00	\$0.00	\$0.00	\$12,000.00	0
20-4510-356 MAINTENANCE-STREETS	\$118,792.00	\$118,792.00	\$23,410.00	\$76,157.00	\$0.00	\$19,225.00	64
4510-20-STREETS OPERATIONS	\$154,971.00	\$154,971.00	\$25,850.00	\$90,200.81	\$1,832.37	\$38,920.19	75
Reporting Fund: 20-POWELL BILL							
FundRevTot	\$154,971.00	\$154,971.00	\$0.00	\$148,648.80	\$1,370.00	\$12,185.62	96
FundExpTot	\$154,971.00	\$154,971.00	\$25,850.00	\$90,200.81	\$1,832.37	\$38,920.19	75
Grand Totals:							
TotalRev	\$154,971.00	\$154,971.00	\$0.00	\$148,648.80	\$1,370.00	\$12,185.62	96
TotalExp	\$154,971.00	\$154,971.00	\$25,850.00	\$90,200.81	\$1,832.37	\$38,920.19	75

Town of Spencer

Fiscal Period - Fiscal Period 2024/2025 Date Range - 2024-07-01 - 2025-04-29

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
Reporting Fund: 30-CAPITAL RESERVE AND REPLACEMENT FUND							
0000-30-Revs							
-							
30-3920-000 LEASE FINANCING	\$0.00	\$690,000.00	\$0.00	\$690,000.00	\$0.00	\$0.00	100
30-3984-010 GENERAL FUND CONTRIB	\$276,511.00	\$305,082.00	\$0.00	\$306,765.00	\$0.00	\$1,683.00	101
30-3991-000 APPROPRIATED FUND BA	\$50,000.00	\$29,523.00	\$0.00	\$0.00	\$0.00	\$29,523.00	0
0000-30-Revs	\$326,511.00	\$1,024,605.00	\$0.00	\$996,765.00	\$0.00	\$31,206.00	97
4310-30-POLICE OPERATIONS							
-							
30-4310-291 SUPPLIES - DATA PROC	\$5,974.00	\$4,174.00	\$0.00	\$4,086.18	\$0.00	\$87.82	98
30-4310-540 CO - VEHICLES	\$43,680.00	\$83,851.00	\$0.00	\$83,852.83	\$0.00	(\$1.83)	100
30-4310-550 CO - OTHER EQUIP	\$15,100.00	\$7,154.00	\$4,895.05	\$2,269.19	\$564.66	(\$10.24)	32
4310-30-POLICE OPERATIONS	\$64,754.00	\$95,179.00	\$4,895.05	\$90,208.20	\$564.66	\$75.75	100
4340-30-FIRE OPERATIONS							
-							
30-4340-299 SUPPLIES AND EQUIPME	\$0.00	\$13,489.00	\$0.00	\$1,722.93	\$0.00	\$11,766.07	13
30-4340-540 CO - VEHICLES	\$248,558.00	\$894,547.00	\$0.00	\$894,374.00	\$0.00	\$173.00	100
30-4340-710 PRINCIPAL	\$0.00	\$7,522.00	\$0.00	\$7,522.16	\$0.00	(\$0.16)	100
4340-30-FIRE OPERATIONS	\$248,558.00	\$915,558.00	\$0.00	\$903,619.09	\$0.00	\$11,938.91	99
4510-30-STREETS OPERATIONS							
-							
30-4510-291 SUPPLIES - DATA PROC	\$0.00	\$669.00	\$0.00	\$219.98	\$0.00	\$449.02	33
4510-30-STREETS OPERATIONS	\$0.00	\$669.00	\$0.00	\$219.98	\$0.00	\$449.02	33
4710-30-SOLID/YARD OPERATIONS							
-							
30-4710-550 CO-OTHER EQUIPMENT	\$13,199.00	\$13,199.00	\$0.00	\$13,199.00	\$0.00	\$0.00	100
4710-30-SOLID/YARD OPERATIONS	\$13,199.00	\$13,199.00	\$0.00	\$13,199.00	\$0.00	\$0.00	100
Reporting Fund: 30-CAPITAL RESERVE AND REPLACEMENT FUND							
FundRevTot	\$326,511.00	\$1,024,605.00	\$0.00	\$996,765.00	\$0.00	\$31,206.00	97
FundExpTot	\$326,511.00	\$1,024,605.00	\$4,895.05	\$1,007,246.27	\$564.66	\$12,463.68	99
Grand Totals:							
TotalRev	\$326,511.00	\$1,024,605.00	\$0.00	\$996,765.00	\$0.00	\$31,206.00	97
TotalExp	\$326,511.00	\$1,024,605.00	\$4,895.05	\$1,007,246.27	\$564.66	\$12,463.68	99

Town of Spencer

Fiscal Period - Fiscal Period 2024/2025 Date Range - 2024-07-01 - 2025-04-29

Account		Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
<u>Reporting Fund: 70-HEALTH INSURANCE REIMBURSEMENT</u>								
0000-70-Revs								
-								
-								
70-3839-000 Miscellaneous Revenu		\$0.00	\$0.00	\$0.00	\$75,000.00	\$0.00	\$75,000.00	0
0000-70-Revs		\$0.00	\$0.00	\$0.00	\$75,000.00	\$0.00	\$75,000.00	0
4130-70-ADMINISTRATION								
-								
-								
70-4130-187 INSURANCE REIMBURSEM		\$0.00	\$0.00	\$0.00	\$73,067.25	\$3,088.52	(\$73,067.25)	0
4130-70-ADMINISTRATION		\$0.00	\$0.00	\$0.00	\$73,067.25	\$3,088.52	(\$73,067.25)	0
<u>Reporting Fund: 70-HEALTH INSURANCE REIMBURSEMENT</u>								
FundRevTot		\$0.00	\$0.00	\$0.00	\$75,000.00	\$0.00	\$75,000.00	0
FundExpTot		\$0.00	\$0.00	\$0.00	\$73,067.25	\$3,088.52	(\$73,067.25)	0
Grand Totals:	TotalRev	\$0.00	\$0.00	\$0.00	\$75,000.00	\$0.00	\$75,000.00	0
	TotalExp	\$0.00	\$0.00	\$0.00	\$73,067.25	\$3,088.52	(\$73,067.25)	0

Town of Spencer

Fiscal Period - YADKIN RIVER TRAILHEAD Date Range - 2020-07-01 - 2025-04-29

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
Reporting Fund: 90-YADKIN RIVER TRAIL							
0000-90-Revs							
-							
90-3985-240 YADKIN RIVER TRAIL D	\$20,559.00	\$631,974.00	\$0.00	\$640,074.40	\$0.00	\$8,100.40	101
90-3985-850 GENERAL FUND TRANSFE	\$114,258.00	\$185,258.00	\$0.00	\$185,258.00	\$0.00	\$0.00	100
0000-90-Revs	\$134,817.00	\$817,232.00	\$0.00	\$825,332.40	\$0.00	\$8,100.40	101
4130-90-ADMINISTRATION							
-							
90-4130-370 ADVERTISING	\$0.00	\$405.00	\$0.00	\$156.35	\$0.00	\$248.65	39
4130-90-ADMINISTRATION	\$0.00	\$405.00	\$0.00	\$156.35	\$0.00	\$248.65	39
4910-90-LAND MANAGEMENT							
-							
90-4910-193 ADMINISTRATIVE SERVI	\$0.00	\$52.00	\$0.00	\$52.00	\$0.00	\$0.00	100
90-4910-194 CONTRACT SERVICES	\$4,800.00	\$69,817.00	\$0.00	\$69,816.05	\$11,825.00	\$0.95	100
90-4910-580 CO-INFRASTRUCTURE	\$130,017.00	\$746,958.00	\$0.00	\$719,296.43	\$206,720.82	\$27,661.57	96
4910-90-LAND MANAGEMENT	\$134,817.00	\$816,827.00	\$0.00	\$789,164.48	\$218,545.82	\$27,662.52	97
Reporting Fund: 90-YADKIN RIVER TRAIL							
FundRevTot	\$134,817.00	\$817,232.00	\$0.00	\$825,332.40	\$0.00	\$8,100.40	101
FundExpTot	\$134,817.00	\$817,232.00	\$0.00	\$789,320.83	\$218,545.82	\$27,911.17	97
Grand Totals:							
TotalRev	\$134,817.00	\$817,232.00	\$0.00	\$825,332.40	\$0.00	\$8,100.40	101
TotalExp	\$134,817.00	\$817,232.00	\$0.00	\$789,320.83	\$218,545.82	\$27,911.17	97

Town of Spencer

Fiscal Period - CORONAVIRUS ARPA GRANT PROJECT Date Range - 2021-07-01 - 2025-04-29

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
Reporting Fund: 91-CORONAVIRUS ARPA GRANT PROJECT							
0000-91-Revs							
-							
91-3984-000 CSLRF FUNDS-GRANT	\$1,037,997.00	\$1,037,997.00	\$0.00	\$1,037,996.78	\$0.00	\$0.22	100
0000-91-Revs	\$1,037,997.00	\$1,037,997.00	\$0.00	\$1,037,996.78	\$0.00	\$0.22	100
4210-91-CORONAVIRUS ARPA							
-							
91-4210-580 CO-INFRASTRUCTURE-CS	\$1,037,997.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
91-4210-910 TRANSFER TO GENERAL	\$0.00	\$1,037,997.00	\$0.00	\$1,037,997.00	\$0.00	\$0.00	100
4210-91-CORONAVIRUS ARPA	\$1,037,997.00	\$1,037,997.00	\$0.00	\$1,037,997.00	\$0.00	\$0.00	100
Reporting Fund: 91-CORONAVIRUS ARPA GRANT PROJECT							
FundRevTot	\$1,037,997.00	\$1,037,997.00	\$0.00	\$1,037,996.78	\$0.00	\$0.22	100
FundExpTot	\$1,037,997.00	\$1,037,997.00	\$0.00	\$1,037,997.00	\$0.00	\$0.00	100
Grand Totals:							
TotalRev	\$1,037,997.00	\$1,037,997.00	\$0.00	\$1,037,996.78	\$0.00	\$0.22	100
TotalExp	\$1,037,997.00	\$1,037,997.00	\$0.00	\$1,037,997.00	\$0.00	\$0.00	100

Town of Spencer

Fiscal Period - DOWNTOWN PARK PROJECT Date Range - 2021-07-01 - 2025-04-29

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
Reporting Fund: 92-DOWNTOWN PARK PROJECT							
0000-92-Revs							
-							
92-3985-002 OTHER GRANTS	\$0.00	\$1,675,000.00	\$0.00	\$768,165.90	\$0.00	\$906,834.10	46
92-3985-241 DOWNTOWN PARK DONATI	\$0.00	\$385,000.00	\$0.00	\$175,323.00	\$737.50	\$209,677.00	46
92-3985-850 GENERAL FUND TRANSFE	\$100,000.00	\$403,000.00	\$0.00	\$403,000.00	\$21,200.00	\$0.00	100
0000-92-Revs	\$100,000.00	\$2,463,000.00	\$0.00	\$1,346,488.90	\$21,937.50	\$1,116,511.10	55
6120-92-RECREATION							
-							
92-6120-194 TOWN PARK CONTRACTED	\$0.00	\$160,000.00	\$0.00	\$160,641.00	\$23,115.00	(\$641.00)	100
92-6120-580 CO-INFRASTRUCTURE	\$100,000.00	\$2,303,000.00	\$533,069.10	\$1,384,917.20	\$233,978.50	\$385,013.70	60
6120-92-RECREATION	\$100,000.00	\$2,463,000.00	\$533,069.10	\$1,545,558.20	\$257,093.50	\$384,372.70	84
Reporting Fund: 92-DOWNTOWN PARK PROJECT							
FundRevTot	\$100,000.00	\$2,463,000.00	\$0.00	\$1,346,488.90	\$21,937.50	\$1,116,511.10	55
FundExpTot	\$100,000.00	\$2,463,000.00	\$533,069.10	\$1,545,558.20	\$257,093.50	\$384,372.70	84
Grand Totals:							
TotalRev	\$100,000.00	\$2,463,000.00	\$0.00	\$1,346,488.90	\$21,937.50	\$1,116,511.10	55
TotalExp	\$100,000.00	\$2,463,000.00	\$533,069.10	\$1,545,558.20	\$257,093.50	\$384,372.70	84

92-6120-194 \$641.00 overage Boggle Firm invoice - we will transfer \$641.00 from infrastructure to contracted services.

Town of Spencer

Fiscal Period - COMMUNITY DEV BLOCK GRANT Date Range - 2023-10-10 - 2025-04-29

Account		Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
Reporting Fund: 95-CDBG-NR GRANT PROJECT								
0000-95-Revs								
-								
-								
95-3985-095 CDBG NR		\$750,000.00	\$750,000.00	\$0.00	\$391,145.57	\$372,543.07	\$358,854.43	52
0000-95-Revs		\$750,000.00	\$750,000.00	\$0.00	\$391,145.57	\$372,543.07	\$358,854.43	52
4195-95-CDBG GRANT								
-								
-								
95-4195-194 CDBG NR REHAB		\$680,000.00	\$675,000.00	\$0.00	\$365,895.57	\$1,500.00	\$309,104.43	54
95-4195-695 CDBG NR ADMIN		\$70,000.00	\$75,000.00	\$0.00	\$34,675.60	\$1,696.65	\$40,324.40	46
4195-95-CDBG GRANT		\$750,000.00	\$750,000.00	\$0.00	\$400,571.17	\$3,196.65	\$349,428.83	53
Reporting Fund: 95-CDBG-NR GRANT PROJECT								
FundRevTot		\$750,000.00	\$750,000.00	\$0.00	\$391,145.57	\$372,543.07	\$358,854.43	52
FundExpTot		\$750,000.00	\$750,000.00	\$0.00	\$400,571.17	\$3,196.65	\$349,428.83	53
Grand Totals:								
TotalRev		\$750,000.00	\$750,000.00	\$0.00	\$391,145.57	\$372,543.07	\$358,854.43	52
TotalExp		\$750,000.00	\$750,000.00	\$0.00	\$400,571.17	\$3,196.65	\$349,428.83	53

We received a reimbursement of \$359,542.57 April 11, 2025

Town of Spencer

Fiscal Period - 17 ST STORMWATER IMROVEMENTS Date Range - 2024-02-01 - 2025-04-29

Account		Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
Reporting Fund: 96-17ST STORMWATER IMPROVEMENTS								
0000-96-Revs								
-								
-								
96-3985-002 OTHER GRANTS		\$1,959,462.00	\$1,959,462.00	\$0.00	\$221,297.00	(\$13,000.50)	\$1,738,165.00	11
0000-96-Revs		\$1,959,462.00	\$1,959,462.00	\$0.00	\$221,297.00	(\$13,000.50)	\$1,738,165.00	11
4196-96-17TH STREET STORMWATER								
-								
-								
96-4196-198 SERVICES-ENGINEERING		\$320,000.00	\$320,000.00	\$95,801.91	\$224,198.09	\$0.00	\$0.00	70
96-4196-580 CO-INFRASTRUCTURE		\$1,490,420.00	\$1,490,420.00	\$0.00	\$0.00	\$0.00	\$1,490,420.00	0
96-4196-999 CONTINGENCIES		\$149,042.00	\$149,042.00	\$0.00	\$0.00	\$0.00	\$149,042.00	0
4196-96-17TH STREET STORMWATER		\$1,959,462.00	\$1,959,462.00	\$95,801.91	\$224,198.09	\$0.00	\$1,639,462.00	16
Reporting Fund: 96-17ST STORMWATER IMPROVEMENTS								
FundRevTot		\$1,959,462.00	\$1,959,462.00	\$0.00	\$221,297.00	(\$13,000.50)	\$1,738,165.00	11
FundExpTot		\$1,959,462.00	\$1,959,462.00	\$95,801.91	\$224,198.09	\$0.00	\$1,639,462.00	16
Grand Totals:								
TotalRev		\$1,959,462.00	\$1,959,462.00	\$0.00	\$221,297.00	(\$13,000.50)	\$1,738,165.00	11
TotalExp		\$1,959,462.00	\$1,959,462.00	\$95,801.91	\$224,198.09	\$0.00	\$1,639,462.00	16

96-3985-002 Other Grants - MTD Activity A CDBG-NR reimbursment of \$13,000.50 was posted to Fund 96 in error. A correction was made 4/29/25

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Rowan's Original Gateway.

Agenda Item Coversheet

Meeting Date: 05/13/2025

Agenda Item #: 17. g.

Agenda Item Title: Library Monthly Report

Category: Departmental Report

Presenter(s): Anna Ward, Town Clerk

Explanation:

No approval needed. This item is for information only.

Financial Impact:

N/A

Recommendations:

N/A

Attachment(s): ☒ Yes ☐ No

1. Library Statistics
2. Library Report
3. Summer Reading Program

Spencer Public Library April Statistics

Day	Door Count	Adult Circulation	Children Circulation	Research Questions	New Cards Issued	Students Tutored	Volunteers/ Tutors	Corresponding Due Date
Mon., 3/31/2025	10							4/15/2025
Tue., 4/1/2025								4/16/2025
Wed., 4/2/2025	8	6	5	4	1			4/17/2025
WEEK TOTAL:	18	6	5	4	1			
Mon., 4/7/2025	2	4		1				4/22/2025
Tue., 4/8/2025	5	1	2		1			4/23/2025
Wed., 4/9/2025	7	4	3	1				4/24/2025
WEEK TOTAL:	14	9	5	2	1			
Mon., 4/14/2025	4	2	4	1				4/29/2025
Tue., 4/15/2025	31			10	1			4/30/2025
Wed., 4/16/2025	3	3						5/1/2025
WEEK TOTAL:	38	5	4	11	1			
Mon., 4/21/2025	17	4	5				2	5/6/2025
Tue., 4/22/2025	1	3			1			5/7/2025
Wed., 4/23/2025	6	5	5					5/8/2025
WEEK TOTAL:	24	12	10		1		2	
Mon., 4/28/2025	12	1	14	2	5			5/13/2025
Tue., 4/29/2025	7		7					5/14/2025
Wed., 4/30/2025	4	3	3					5/15/2025
WEEK TOTAL:	23	4	24	2	5			
MONTH TOTAL:	117	36	48	19	9		2	

April Library Report

On April 21st, children were out of school so we planned a Springtime story and Craft Day. Children from ages 1-11 attended. The librarian read The Legend of the Easter Egg and afterwards we tie-dyed hard-boiled eggs. Then we ate bird nests for our snack which consisted of chocolate-covered pretzels and candy eggs. We invited all of the children to come every Wednesday at 2 pm for our Adventures Around the World Summer Reading Program.



On April 16th, the librarian was invited by the Communities in Schools organization to promote the library's Summer Reading Program at the annual Community Day at North Rowan Middle School. We were able to interact with more than thirty individuals as we passed out flyers and information relating to future programs.



Weekly Plans for Summer Reading Program

June 7th- Kick-off **Adventures around the World**-2-4:30

2:00-2:30- **Sharon Fogarty** -Irish pennywhistle player

2:30-3:00 French and Spanish accordion player- **T. C. Costello**

Intermission- 3:00-3:15- Taco truck from Queso Salsa

3:15-4:00- **Nate Brown**- Steel drums and Nigerian drum circle

4:00-4:30- Young Hispanic singers

Wednesdays at 2 pm-3 pm Summer Reading program

June 11th- Maia Smith will teach about the **Republic of Georgia** and their customs - She will wear the official dress of her country-Read books about Baboushka. Crafts will be made at the end.

June 18th- Leo Mcleod- **Scottish** bagpipe player from Monroe, NC. He will play traditional tunes on his bagpipe. Irish teacher from Sacred Heart will read an Irish tale. Snacks such as shortbread cookies and crafts using St. Patrick's Day stickers.

June 25th- **Asian** culture day- Stories relating to Asian children and dolls dressed in Asian outfits. Chinese crafts and snacks.

July 2nd- **Turkish** day. Will read Middle Eastern books such as The Arabic Quilt and The Proudest Blue. Snack will be special Turkish bread.

July 9th-**Hispanic day**- Hispanic lady will read Andelita- the Mexican Cinderella story by Tomie de Paola. Tortilla chips with salsa for snacks. Will read sayings in Spanish from a Spanish abuela.

July 16th- **African culture**- Will read stories about the African plains with different animals. Children will receive several African related items such as animal bracelets, bookmarks, pencils etc.. Snacks will be something African. Craft will be a magnetic picture frame that will hold each child's picture.

July 23rd-**Indian culture** day- Indian woman will wear her sari and will read The Bindi and The Saree books. An Indian snack will be provided.

July 30-**French culture** day- Read stories about Becassine and Babar. Teach a few French children's songs. Eat French bread and cheese.

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Rowan's Original Gateway.

Agenda Item Coversheet

Meeting Date: 05/13/2025

Agenda Item #: 18

Agenda Item Title: Town Manager's Report (Amended)

Category: Town Manager's Report

Presenter(s): Peter Franzese, Town Manager

Explanation:

Surplus items and abatement work update for 600 S. Salisbury Avenue

66 items were claimed/donated during our Surplus item event by from six nonprofits and one governmental entity. Additionally, ten individuals purchased an additional 53 items for roughly \$1 each item, with total sales equaling \$75. While this is not significant sum of money it was significant to have many items from our old building be claimed by those who will give them new purpose! Most remaining furniture (mostly chairs, filing cabinets, and a few desks) will be donated to the Habitat ReStore to be made available at their retail location.

Of note, the Town Clerk and Police Chief from the small mountain community of Saluda (population 700) came specifically to give our former Board Room dais (and several other items) a new home in their community. They were extremely grateful for the opportunity after "only having two mismatched tables" for their commissioners to use previously. Spencer is well recognized on the piece, as local woodworker Howard T. Brandon installed a plaque and signed the piece when it was purchased by the Town in 1982.

Thank you to many staff in all departments who made this possible, and in particular Joel Taylor and Ben Lyerly for providing a high level of service to assist those who were receiving our items. Our contractor will begin work on the abatement project on Monday, May 12.

NCLM CityVision: Spencer was well-represented at NC League of Municipalities CityVision 2025 in Greenville April 29-May 30. Alderman Rashid Muhammad attended the full conference, and Joe Morris and I presented our "Punching Above Your Weight" concurrent session on Wednesday afternoon. We were honored to share our story and hopefully inspire other community leaders to strive for transformational goals and projects. Find out more: <https://www.facebook.com/share/p/1AXadHpU6V/>

Town Park construction and community campaign: Through seven months of construction, work remains slightly ahead of the 9-month contract schedule. Recent progress in the Multi-Purpose Pavilion includes finishing touches like paint, interior trim, plumbing, and finish electrical. Recent site work includes additional demo, storm drainage, driveway entrance work, and electrical. Installation of the water feature, signage, irrigation, and landscaping are major elements left to complete, along with fixtures and furnishings. The current schedule has final building inspections and landscaping occurring in May. We will work through punch list items in June and perhaps have some finishing touches, and are on track for a grand opening on June 28, the day of the NCTM Community Fireworks event.

To date, we have 14 approved change orders and one rejected change order:

- CO1 (approved) – Builder’s Risk Insurance (+\$3,300)
- CO2 (approved) – Plumbing and HVAC changes resulting from Plan review process (+\$3,421)
- CO3 (approved) – Revision to signage allowance based on demo, updated vendor estimate, and footing/masonry work to be provided by GC (-\$5,453.81 CREDIT)
- CO4 (approved) – Separate pump and chemical room resulting from plan review process (+\$18,085.10)
- ~~CO5 (rejected) – HVLS fans in mechanical plan but not included in bid (\$14,451)~~
- CO5 (approved) – Electrical changes to prepare for four 62” fans to be installed outside of project, as well as receptacles in pavilion trusses to supply future lighting needs (\$4,400)
- CO6 (approved) – add’l pavement at location of removed 5th Street planter areas (\$2,200)
- CO7 (approved) – reduced fountain allowance (-\$940.90 CREDIT)
- CO8 (approved) – removed data sleeve to use existing wireless data equipment (-\$1,050 CREDIT)
- CO9 (approved) – removed wall heater in chemical storage room (-\$1,249.50 CREDIT)
- CO10 (approved) – Demo/replace planters and sidewalk on Salisbury Ave (\$7,656.55)
- CO11 (approved) – Crank hoist on 2 overhead doors in lieu of chain hoist (\$330)
- CO12 (approved) – savings credit on original spec bronze hardware (-\$495.46 CREDIT)
- CO13 (pending) – 4 inch sewer line in lieu of 6 inch sewer line (-\$1,785 CREDIT)
- CO14 (approved) – irrigation system credit - drips and conduit (-\$5,040 CREDIT)

Original Base	\$ 1,950,700.00	Rev. Base	\$ 1,980,472.59
Original Fountain	\$ 100,000.00	Rev. Fountain	\$ 99,059.10
Original Signage	\$ 75,000.00	Rev. Signage	\$ 69,546.19
Original Cont.	\$ 50,000.00	Avail. Cont.	\$ 26,622.12
TOTAL	\$ 2,175,700.00	TOTAL	\$ 2,175,700.00

Project pledges or contributions received or pledged currently total \$333,398:

- \$285,398 - previously noted.
- Windsor Eagle - \$3,000
- Blanche and Julian Robertson Family Foundation - \$45,000

We have raised all but \$288 of the 333,686 needed to reach our value engineered contract and allowances amount of \$2,175,700. Our remaining contingency should allow for purchase of site furnishings. We have a few remaining pending grant applications and prospect donor conversations that could result in an additional \$20,000-40,000, which could be used for additional site improvements after closing out the project with Ike's Construction.

Remaining amount needed to reach \$385k stretch goal: \$51,602. Learn more:

<https://spencernc.gov/makeyourmark>.

Attachment(s): ☐ Yes ☒ No