



**Board of Aldermen
Pre-Agenda Meeting
Agenda Packet
June 5, 2025**



AGENDA
Spencer Board of Aldermen
Pre-Agenda Meeting
5:30 p.m.

DATE
June 5, 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 – Mayor Jonathan Williams**
- 2. INVOCATION & PLEDGE OF ALLEGIANCE – Mayor Jonathan Williams**
- 3. PUBLIC HEARING – Proposed Fiscal Year 2025 – 2026 Budget**
- 4. CONSIDER ADOPTING – Budget Ordinance 24-10.021 Police Vehicle Replacement**
- 5. REVIEW OF JUNE 10, 2025, AGENDA**

- 1. CALL TO ORDER – Mayor Jonathan Williams**
- 2. INVOCATION**
- 3. PLEDGE OF ALLEGIANCE – Mayor Jonathan Williams**
- 4. ADDITIONS/DELETIONS AND ADOPTION OF AGENDA**
- 5. RECOGNITIONS**

a. Mayor Pro Tempore Patti Secreast

- i. End of Year Student Awards from the Town of Spencer**
 - a. North Rowan Middle School**
 - i. Kingsley Cook**
 - ii. Corrina Sanders**
 - iii. Valeria Tovar Garcia**
 - iv. Santana Hairston**
 - v. Jakob Zimmerman**
 - vi. Joniya Danielle Collins**
 - b. Student of the Fourth Quarter**
 - i. North Rowan Elementary School: Nevaeh Foster**
 - ii. North Rowan High School: Haris Aguilar-Ayala**

- 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:*** *May 8, 2025, Pre-Agenda Minutes
May 13, 2025, Regular Meeting Minutes
May 22, 2025, Recessed Meeting*

- 8. *CONSIDER ADOPTING – Budget Ordinance 24-10.022 Mural Margaret C. Woodson Grant***

- 9. *CONSIDER ADOPTING – Parks & Recreation Advisory Board By-Laws***

- 10. *CONSIDER ADOPTING – Ordinance 25-10 Fiscal Year 2025 – 2026 Budget***

11. *DEPARTMENTAL REPORTS*

- a. *Planning***
- b. *Code Enforcement***
- c. *Police***
- d. *Fire***
- e. *Public Works***
- f. *Finance***
- g. *Active Living***

12. *TOWN MANAGER REPORT*

- 13. *REQUESTS & COMMENTS by the Mayor and Board Members***

- 14. *EXECUTIVE SESSION per NC General Statute 143-318.11 (if needed)***

15. *ADJOURNMENT*

- 6. *EXECUTIVE SESSION per NC General Statute 143-318.11 (if needed)***

- 7. *ADJOURNMENT***

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Agenda Item Coversheet

Meeting Date: 06/05/2025

Agenda Item #: 3

Agenda Item Title: A - Conduct a Public Hearing on the Recommended FY 2025-26 budget (Pre-agenda meeting); B - Consider Adopting FY 2025-26 Annual Budget Ordinance 25-xx.

Category: Public Hearing

Presenter(s): Peter Franzese, Town Manager

Explanation:

The Town Manager submitted the recommended budget to the Mayor and Board of Aldermen for consideration on May 22. The budget recommendation was based on feedback from the March 6-7 Annual Planning Session and pre-recommendation workshop opportunities. Full details are available for the public at spencernc.gov. Before adopting a budget ordinance, the Board must hold a public hearing (June 5). Once the Board holds a public hearing and considers input, it may adopt a budget ordinance at any time before the end of June 2025. Staff is prepared to take requested changes to revise the recommended Budget Ordinance as needed for FY 2025-26.

Financial Impact: As discussed in recommended budget message.

Recommended Motion:

After conducting a public hearing, motion to adopt the FY 2025-26 Annual Budget Ordinance 25-xx.

Attachment(s): ☒ Yes ☐ No

1. Updated information since May 22 recommendation.
2. Summary of revisions to Recommended FY26 Budget (pending June 5 public hearing and workshop).
3. FY2025-26 Budget Ordinance 25-xx (revised - pending).



PUBLIC HEARING NOTICE

On May 22, 2025, the proposed Budget for Fiscal Year 2025-2026 for the Town of Spencer, NC, was distributed to the Board of Aldermen and made available for public inspection in the Clerk's Office from 8:30 a.m. to 5:00 p.m. on weekdays or online anytime at spencernc.gov. There will be a public hearing on June 5, 2025, at 5:30 p.m. in the Hilda B. Palmer Board Room at Spencer Town Hall, 460 S. Salisbury Ave., Spencer, NC 28159.

Anna Kanode Ward, Town Clerk

Recommended GF Budget	\$ 4,976,050
Proposed AV .00625	2,397,098
Value of each 1 cent change	38,354

Summary comparison

Rate per \$100	FY25 rate 0.605	FY26 rate 0.625	Change
Home*	\$ 1,663.75	\$ 1,718.75	\$ 55.00
Garbage	\$ 216.00	\$ 252.00	\$ 36.00
Veh.** AV	\$ 124.92	\$ 129.05	\$ 4.13
Veh.** Flat	\$ 20.00	\$ 20.00	\$ -
Total	\$ 2,024.67	\$ 2,119.80	\$ 95.13
Monthly	\$ 168.72	\$ 176.65	\$ 7.93

*using real property value of \$275,000 (average value \$187,392)

**assuming two vehicles each valued at \$10,324

Note: We have received an updated quote for Worker's Comp Coverage this week and need to fund an additional \$7,917, bringing the premium across all departments to \$70,801. The recommended budget showed a 10 percent increase from CY, at \$62,884.

Dept	Flat \$1,200	Full Study	Incremental Study	Additional needed to fund Incremental	Additional including 30% fringe
ADM 4130	\$ 6,000	\$ 36,015.65	\$ 22,113.06	\$ 16,113.06	\$ 20,947.0
PD 4310	\$ 20,400	\$ 62,730.83	\$ 38,515.77	\$ 18,115.77	\$ 23,550.5
FD 4340	\$ 10,800	\$ 63,071.96	\$ 38,725.21	\$ 27,925.21	\$ 36,302.8
PW 4510-4710	\$ 11,400	\$ 39,780.58	\$ 24,424.66	\$ 13,024.66	\$ 16,932.1
LIB 6110	\$ 600	\$ 1,266.37	\$ 777.53	\$ 177.53	\$ 230.8
REC 6120	\$ -	\$ -	\$ -	\$ -	\$ -
Increase Total	\$ 49,200	\$ 202,865	\$ 124,556	\$ 75,356	\$ 97,963.1
30% fringe	\$ 14,760	\$ 60,859.61	\$ 37,366.87	\$ 22,606.87	
Total	\$ 63,960	\$ 263,725	\$ 161,923	\$ 97,963	

Anticiapted Salary, benefits, and other personnel expenditures for Active Living Coordinator

Salary	44,512
Bonus	500
FICA	3,377
Retirement	6,334
Group Ins	6,508
401K	2,207
WC	109
Total	63,547

Board Member Stipends - Annual

Mayor*	5,250
Mayor Pro-Tem	3,675
Aldermen (5)	15,750
Total	24,675

* Mayor Williams has pledged his stipend to the Park Project through Dec 2027, total gift of approximately \$15,000

Bulky Waste collection

Our Bulky Waste program provides curbside collection of items that are too large to fit in carts such as mattresses or other furniture. Appliances, building materials, tires, or other items banned from MSW landfills are not collected. Exceedingly large amounts of bulky items, often known as "monster piles," where it appears an entire house of furniture or other belongings has been placed out for collection are also not collected. Our Code Enforcement Officer works with residents any time one of these situations occur.

For FY 25 (and using average figures to calculate for the last few months of the FY), we expect a total of about 41 tons of bulky items disposed through our program. This is an average of about .78 tons per week.

The total tipping fee cost for the year will be about \$1,758, or \$146 per month on average.

A crew of two typically spends 2-3 hours each Thursday collecting items identified earlier in the week through the garbage routes. We estimate a total of 246 man-hours of labor involved with this process, at a cost of about \$3,985. Of course, this is not an extra cost, but simply representative of the use of our staff time.

Our Bulky waste collection happens in a targeted process, so trucks drive limited miles as needed to collect the items and take them to the landfill. We do not see a significant fuel use impact with this process.

In total, staff finds the cost of this program is less than the value of the benefit provided to the community. By providing this higher level of service, we are able to keep neighborhoods looking better than if we went back to the former model of requiring pricing and payment before every collection, sometimes leaving items on the curb for several weeks to get through that process.

Rufy Holmes Senior Center

4,000 This funding is provided to RHSC for a minimum of two catered lunch events per year, including entertainment. Other opportunities are provided as available, such as fitness, educational, social, or other programming.

The May event had 100 seniors sign up but attendance day of was 75-80. At the anticipated 100 attendees, this works out to about \$20 per person for a full meal with drinks and dessert, as well as entertainment, and door prizes for those in attendance.

Staff believes this is a good value for what is provided, although we certainly wish attendance was a little better.

CAC and HPC Grants (Salisbury Avenue Corridor Improvements and Residential Historic Preservation)

4,000

In FY2021-22, the former Commercial and Residential matching façade grant programs were enhanced from a maximum award of \$500 to \$2,000. The overall program budgets for each grant went from \$2,000 overall to \$10,000. In 2021, the CAC (commercial) grant was supplemented with a one-time additional \$25,000 from Duke Energy that allowed grantees to receive \$2,500 with no match required, and up to \$2,000 more from the Town in a dollar-for-dollar match beyond \$2,500. Program guidelines were approved in August of 2021 (CAC) and April of 2022 (HPC). The idea at the time was to prioritize creative and innovative design contributions and projects that transform blighted facades and inactive streetscapes. Over the past few years, it has been challenging to find enough projects to spend the allocated funds, and in FY25 the total pot for each program was reduced to \$8,000 (overall reduction from \$20,000 to \$16,000, saving a total of \$4,000 in the approved budget. For FY26, the recommended budget includes a total of \$4,000, with the intent to return the programs to the previous parameters of a \$2,000 pot and \$500 maximum award for each grantee.

Fiscal Year	Total Budget	Total Awards	Total reimbursement expenditures
FY21	4,000	2,000	2,000
FY22	45,000	35,823	33,500
FY23	20,000	10,000	8,820
FY24	20,000	11,000	6,067
FY25	16,000	9,806	6,836

\$ 4,976,050.00 Rec GF

Example Cuts made to reach Recommended budget

		Amount	Description
Dept	GOV 4110	(5,000.00)	Mural Program
Cuts to Date	(14,016)	(6,000.00)	CAC Grants
Rec Amt in FMS	205,109	(6,000.00)	HPC Grants
		(5,700.00)	Events
		(10,000.00)	Contingency
Dept	ADM 4130	(1,000.00)	Medical Services/screenings
Cuts to Date	(32,832)	(5,000.00)	Engineering Services
Rec Amt in FMS	853,761	(1,500.00)	Office Supplies
PT Project Coord (11.5k)		(1,500.00)	Supplies
		(2,000.00)	Travel
		(10,000.00)	HVAC
		(5,800.00)	Training (inc. pause DT fund)
Dept	PD 4310	(14,550.00)	Reduce Code Enf Abatement, Remove LPR; Remove Background Inv.
Cuts to Date	(24,298)	(6,200.00)	Reduce Supplies (1 Taser and other general red).
Rec Amt in FMS	1,830,766	(2,000.00)	Travel
1 Sworn Position Frozen (58.5k)		(2,000.00)	Training
2 replacement vehicles (105k)		(2,594.00)	Maint. Contracts (Axon Support)
Dept	FD 4340	(4,400.00)	Reduced Hats/T-shirts
Cuts to Date	(65,575)	(17,170.00)	Reduced PPE replacement
Rec Amt in FMS	998,617	(6,600.00)	Fuel (based on CY use)
		(11,900.00)	Building Maint. (cabinets, flooring, exterior cleaning)
		(15,000.00)	Backup engine Radiator
Dept	PW 4510 ST		
Rec Amt in FMS	517,655		
1 mower (14.5k)			
	PW 4710 SW	(12,000.00)	Reduction based on current year purchase of Truck liners
Cuts to Date	(12,000)		
Rec Amt in FMS	430,446		
	LIB 6110	(2,750.00)	Adj Bldg Maintenance
Cuts to Date	(2,548)		
Rec Amt in FMS	49,261		
	REC 6120		
Rec Amt in FMS	90,435		

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Agenda Item Coversheet

Meeting Date: 06/05/2025

Agenda Item #: 4

Agenda Item Title: Budget Ordinance 24-10.021 Police 2025 Ford Explorer

Category: Pre-Agenda

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

Explanation:

Police vehicle 04 was involved in an accident 3/30/25 that resulted in totaling the vehicle.

The Police Chief has identified a 2025 Ford Explorer available to purchase for \$41,130 plus tax & title of \$1,291. The upfit of the car is \$9,228 for a full price of \$51,649.00. The town will receive \$30,000 from the insurance company which will leave a balance of \$21,649.00

Financial Impact:

The Town will need to appropriate funds from savings in the FY24-25 Police Budget to the Capital Reserve Fund for the purchase of this vehicle. The purchase price and upfit of the vehicle totals \$51,649.00 offset with the insurance reimbursement of \$30,000 leaving a remaining \$21,649.00 to be covered savings in the FY24-25 Police Budget.

Recommended Motion:

Motion to approve Budget Ordinance 24-10.021 for the purchase of the 2025 Ford Explorer for the Police Department and authorize the Town Manager to negotiate and execute a purchase agreement with Parks Ford of Hendersonville, NC.

Attachment(s): ☒ Yes ☐ No

1. Budget Ordinance 24-10.021

AN ORDINANCE AMENDING
THE TOWN OF SPENCER, NORTH CAROLINA
GENERAL FUND FY 24-25 BUDGET
ORDINANCE 24-10.021
JUNE 5, 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 and equipping of a 2025 Ford Explorer 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
10-3838-000	Insurance Reimbursement	\$11,847	\$41,847	\$30,000
<u>Expenditures</u>				
Account	Title	Current Budget	Amended Budget	(Decrease) Increase
10-4110-930	Transfer To Capital Reserve Fund	\$365,082	\$416,731	\$51,649
10-4310-121	Salaries/Wages-Regular	\$1,013,739	\$997,739	(\$16,000)
10-4310-122	Salaries/Wages-Overtime	\$5,000	\$500	(\$4,500)
10-4310-182	Retirement	\$156,572	\$155,422	(\$1,149)
	Total			\$0

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

<u>Revenues</u>				
Account	Title	Current Budget	Amended Budget	(Decrease) Increase
30-3984-010	General Fund Contribution	\$365,082	\$416,731	\$51,649
	Total			\$51,649
<u>Expenditures</u>				
Account	Title	Current Budget	Amended Budget	(Decrease) Increase
30-4310-540	CO-Vehicles	\$83,581	\$135,230	\$51,649
	Total			\$51,649

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 5th day of June 2025.

Approved by:

Attest:

Jonathan Williams, Mayor

Anna Kanode Ward, Town Clerk

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Agenda Item Coversheet

Meeting Date: 06/10/2025

Agenda Item #: 7. a.

Agenda Item Title: Approval of May 2025 Minutes

Category: Consent Agenda

Presenter(s): Anna K. Ward, Town Clerk

Explanation:

Town Clerk K. Ward has drafted minutes for the Board of Aldermen Pre-Agenda Meeting held on May 8, 2025, the Regular Meeting held on May 13, 2025, and the Recessed Meeting held on May 22, 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 May 8, 2025, the Regular Meeting held on May 13, 2025, and the Recessed Meeting held on May 22, 2025.

Attachment(s): ☒ Yes ☐ No

1. May 8, 2025, Pre-Agenda Meeting Minutes (draft)
2. May 13, 2025, Regular Meeting Minutes (draft)
3. May 22, 2025, Recessed Meeting Minutes (draft)

MINUTES
Spencer Board of Aldermen
Pre-Agenda Meeting
May 8, 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, May 8, 2025, at 5:35 p.m.

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

Alderman Andrew Howe was absent.

Also present were: Town Manager Peter Franzese, Town Clerk Anna Kanode Ward, Finance Officer Heather Kann, Special Projects Planner Joe Morris, Planning & Zoning Administrator Steve Blount, and Detective Tyler Honeycutt.

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

PUBLIC HEARING – Annexation of Parcel 051 052 Located Along Willow Creek Drive and Addressed as 1230 Long Ferry Road

Planning & Zoning Administrator Blount gave a presentation regarding annexation of parcel 051 052 located along Willow Creek Drive and addressed as 1230 Long Ferry Road and answered questions from the Mayor and Board.

Mayor Williams opened the public hearing.

The following person spoke in favor of annexation of parcel 051 052 located along Willow Creek Drive and addressed as 1230 Long Ferry Road:

1. Myra Wilson; Complete Well-Care Source, LLC; Owner of 1230 Long Ferry Road, Salisbury, NC 28144

The following person spoke against annexation of parcel 051 052 located along Willow Creek Drive and addressed as 1230 Long Ferry Road:

1. Justina Miller, 1370 Long Ferry Road, Salisbury, NC 28144

Being no one else present wishing to speak, Mayor Williams called for a motion to close the public hearing on the proposed annexation of parcel 051 052 located along Willow Creek Drive and addressed as 1230 Long Ferry Road.

Action

Alderwoman Sledge moved to close the public hearing on the annexation of parcel 051 052 located along Willow Creek Drive and addressed as 1230 Long Ferry Road. Alderman Muhammad seconded the motion, which carried by a vote of 5 – 0.

PUBLIC HEARING – Rezoning Part of Parcel 051 052 Located Along Willow Creek Drive and Addressed as 1230 Long Ferry Road Pursuant to Annexation

Planning & Zoning Administrator Blount gave a presentation regarding rezoning part of parcel 051 052 located along Willow Creek Drive and addressed as 1230 Long Ferry Road pursuant to annexation and answered questions from the Mayor and Board.

Mayor Williams opened the public hearing. Being no one present wishing to speak, Mayor Williams called for a motion to close the public hearing on the proposed rezoning part of parcel 051 052 located along Willow Creek Drive and addressed as 1230 Long Ferry Road pursuant to annexation.

Action

Alderwoman Sledge moved to close the public hearing on the rezoning part of parcel 051 052 located along Willow Creek Drive and addressed as 1230 Long Ferry Road pursuant to annexation. Alderwoman Moody seconded the motion, which carried by a vote of 5 – 0.

PUBLIC HEARING – I-85 Sign Ordinance Amendment

Planning & Zoning Administrator Blount gave a presentation regarding I-85 sign ordinance amendment and answered questions from the Mayor and Board.

Mayor Williams opened the public hearing. The following person spoke against I-85 sign ordinance amendment:

1. Justina Miller, 1370 Long Ferry Road, Salisbury, NC 28144

Being no one else present wishing to speak, Mayor Williams called for a motion to close the public hearing on the proposed I-85 sign ordinance amendment.

Action

Alderman Muhammad moved to close the public hearing on the I-85 sign ordinance amendment. Mayor Pro Tempore Secreast seconded the motion, which carried by a vote of 5 – 0.

PUBLIC HEARING – Salisbury/Spencer Growth Area Agreement

Planning & Zoning Administrator Blount gave a presentation regarding the proposed salisbury/spencer growth area agreement and answered questions from the Mayor and Board.

Mayor Williams opened the public hearing. Being no one present wishing to speak, Mayor Williams called for a motion to close the public hearing on the proposed salisbury/spencer growth area agreement.

Action

Alderman Muhammad moved to close the public hearing on the salisbury/spencer growth area agreement. Alderwoman Sledge seconded the motion, which carried by a vote of 5 – 0.

REVIEW OF MAY 13, 2025, AGENDA

Mayor Williams informed the Board that he would be unable to attend the meeting, that Mayor Pro Tempore Secreast had a previous engagement and would likely also be unable to attend, therefore Alderwoman Sledge would lead the meeting.

INVOCATION

Alderman Miller volunteered to give the invocation at the at the May 13, 2025, regular meeting.

RECOGNITIONS

Alderwoman Sledge wishes to give a recognition for the Community Garden Tea Party Fundraiser.

ADDITIONS/DELETIONS

It was the consensus of the Board to add a resolution to oppose the NC General Assembly HB 765 after Consent Agenda as item number 8.

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 11, 2025, Regular Meeting Minutes
- b. **CONSIDER ADOPTING** – Budget Ordinance Amendment 24-10.020 Appropriating Funds for Police Training Fee
- c. **CONSIDER ADOPTING** – Yadkin River Trailhead Project Budget Ordinance Amendment 22-020.02 with Updates
- d. **CONSIDER ADOPTING** – Budget Ordinance Amendment 24-10.018 Appropriating Funds for a Public Works Department Woodchipper
- e. **CONSIDER ADOPTING** – Budget Ordinance Amendment 24-10.019 Appropriating Funds for a Police Department Golf Cart
- f. **CONSIDER ADOPTING** – Stanback Forest Center & Trails Project Ordinance 25-06
- g. **CONSIDER ADOPTING** – Resolution 25-06 Adopting Iredell-Rowan Regional Hazard Mitigation Plan

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

Alderman Miller left the meeting at 6:25 p.m.

It was the consensus of the Board that the meeting on May 13, 2025, would recess until May 22, 2025, at 6:00 p.m. for the Town Manager's Recommended FY 2025 – 2026 Budget and for an Executive Session.

Finance Officer Kann gave the Finance Department Report as she would not be able to attend the regular meeting.

EXECUTIVE SESSION

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

ADJOURNMENT

Alderman Muhammad moved to adjourn the meeting. Mayor Pro Tempore Secreast seconded the motion, which carried by a vote of 4 – 0. The meeting stood adjourned at 6:49 p.m.

Approved by:

Attest:

Jonathan Williams, Mayor

Anna Kanode Ward, Town Clerk

DRAFT

MINUTES
Spencer Board of Aldermen
Regular Meeting
May 13, 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, May 13, 2025, at 6:00 p.m.

Present were: Alderman Steve Miller
Alderwoman Erin Moody
Alderman Andrew Howe
Alderwoman Patricia Sledge

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

Mayor Jonathan Williams, Mayor Pro Tempore Patti Secreast, and Alderman Rashid Muhammad were absent.

Alderwoman Sledge called the meeting to order and declared a quorum was present.

Alderman Miller gave the invocation.

Alderwoman Sledge led the Pledge of Allegiance.

ADDITIONS/DELETIONS

It was the consensus of the Board move item 16 up to item 8.

Action

Alderman Miller moved to adopt the agenda with the adjustment of item 16 as item 8. Alderman Howe seconded the motion, which carried by a vote of 4 – 0.

RECOGNITIONS

Alderwoman Sledge gave a recognitions for the Community Garden Tea Party Fundraiser, particularly to Community Appearance Commission Chair Amy Ray and the other commission members for their hard work.

PUBLIC COMMENT

Alderwoman Sledge opened the floor to receive public comment.

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

CONSENT AGENDA

Alderman Miller moved to approve the consent agenda as presented. Alderwoman Moody seconded the motion, which carried by a vote of 4 – 0. Items b - g are incorporated in the body of the minutes below. Items approved were:

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

ORDINANCE 24-10.018

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

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:

		Revenues		
Account	Title	Current Budget	Amended Budget	(Decrease) Increase
	NO CHANGE			
		Expenditures		
Account	Title	Current Budget	Amended Budget	(Decrease) Increase
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:

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

ORDINANCE 24-10.019

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

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:

Revenues				
Account	Title	Current Budget	Amended Budget	(Decrease) Increase
10-3835-000	Sales-Fixed Assets	\$55,000	\$60,000	\$5,000
Expenditures				
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 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.

ORDINANCE 24-10.020

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

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:

Revenues				
Account	Title	Current Budget	Amended Budget	(Decrease) Increase
10-3839-000	Miscellaneous Revenues	\$7,500	\$10,000	\$2,500
Expenditures				
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.

PROJECT BUDGET ORDINANCE AMENDMENT 22-020.02

YADKIN RIVER TRAILHEAD PROJECT BUDGET ORDINANCE FOR THE TOWN OF SPENCER, NORTH CAROLINA

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

PROJECT BUDGET ORDINANCE 25-10 STANBACK FOREST CENTER AND TRAILS PROJECT BUDGET ORDINANCE

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	\$ 350,000
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 budget amendment shall be furnished to the Clerk to the Governing Board, and to the Town Manager and the Finance Officer for record-keeping.

RESOLUTION 25-06 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.

CONSIDER APPOINTING – Billie Lynn Sullivan To The Historic Preservation Commission (HPC) For A 4-Year Term

Town Manager Franzese gave a presentation regarding Billie Lynn Sullivan to the Historic Preservation Commission (HPC) for a 4-year term and answered questions from the Board. Ms. Sullivan then introduced herself and answered questions from the Board. 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.

Actions

Alderman Miller moved to appoint Billie Lynn Sullivan to the Historic Preservation Commission (HPC) for a 4-year term. Alderman Howe seconded the motion, which carried by a vote of 4 – 0.

CONSIDER ADOPTING – Resolution 25-07 Opposing Legislative Preemption of Local Government Planning and Zoning

Town Manager Franzese and Planning & Zoning Administrator Blount gave a presentation regarding Resolution 25-07 Opposing Legislative Preemption of Local Government Planning and Zoning and answered questions from the Board.

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...*

Actions

Alderdwoman Moody moved to adopt Resolution 25-07 Opposing Legislative Preemption of Local Government Planning and Zoning, which is incorporated in the body of the minutes below. Alderman Howe seconded the motion, which carried by a vote of 4 – 0.

RESOLUTION 25-07

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.

CONSIDER ADOPTING – Ordinance 25-06 Annex Parcel 051 052 Located Along Willow Creek Drive and Addressed as 1230 Long Ferry Road

Planning & Zoning Administrator Blount gave a presentation regarding Ordinance 25-06 Annex Parcel 051 052 Located Along Willow Creek Drive and Addressed as 1230 Long Ferry Road and answered questions from the Board. Staff recommended annexation of this parcel after receiving a petition from the property owner. The increase in property tax revenue will offset and exceed the cost of municipal services provided.

Actions

Alderman Miller moved to adopt Ordinance 25-06 Annex Parcel 051 052 Located Along Willow Creek Drive and Addressed as 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 4 – 0.

ORDINANCE 25-06

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.

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

Planning & Zoning Administrator Blount gave a presentation regarding Ordinance 25-07 Rezone Part of Parcel 051 052 Located Along Willow Creek Drive and Addressed as 1230 Long Ferry Road Pursuant to Annexation and answered questions from the Board. Staff recommended rezoning part of this parcel from Rowan County's RA to Spencer's C-85 zoning classification after annexation. This rezoning will allow commercial and retail development on site.

Actions

Alderwoman Moody moved to adopt Ordinance 25-07 Rezone Part of Parcel 051 052 Located Along Willow Creek Drive and Addressed as 1230 Long Ferry Road Pursuant to Annexation, which is incorporated in the body of the minutes below. Alderman Howe seconded the motion, which carried by a vote of 4 – 0.

ORDINANCE 25-07

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.

CONSIDER ADOPTING – Ordinance 25-08 Amending Article 17 Of The Town's Development Ordinance Addressing Signs In The I-85 Corridor

Planning & Zoning Administrator Blount gave a presentation regarding Ordinance 25-08 Amending Article 17 of the Town's Development Ordinance Addressing Signs in the I-85 Corridor and answered questions from the Board. Our current sign ordinance, found in Article 17 of Spencer's Development Ordinance, covers a wide variety of sign types and locations but does not address the needs of businesses located along the I-85 corridor for signs that can be seen from the interstate and read at the higher vehicle speeds typical in the I-85 corridor. To address this need, staff have reviewed several regulation options and suggest that the simplest solution to this oversight is to create an overlay district along I-85 that would allow larger and taller signs than are currently allowed by our ordinance.

Based on nearby municipalities' approach to this issue, we are suggesting that the I-85 Overlay Sign District be defined as both a circle surrounding the Long Ferry Rd/I-85 Intersection with a suggested radius of 1,500 feet, and a band running along I-85 north and south of that intersection for the full length of areas within our Town's zoning jurisdiction, extending to both sides of the centerline of the interstate 500 feet.

While some jurisdictions allow off-premises billboard signs in their corridor overlay districts, we are not suggesting the adoption of that policy at this time. We may revisit this issue at a later date. Text of the proposed amendment would read as follows:

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

Actions

Alderman Howe moved to adopt Ordinance 25-08 Amending Article 17 of the Town's Development Ordinance Addressing Signs in the I-85 Corridor, which is incorporated in the body of the minutes below. Alderwoman Moody seconded the motion, which carried by a vote of 4 – 0.

ORDINANCE 25-08

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.

CONSIDER ADOPTING – Ordinance 25-09 Salisbury/Spencer Growth Area Agreement

Planning & Zoning Administrator Blount gave a presentation regarding Ordinance 25-09 Salisbury/Spencer Growth Area Agreement and answered questions from the Board. Staff is recommending approval of a proposed growth area agreement between Salisbury and Spencer to facilitate future annexations.

This agreement defines a boundary between the two municipalities basically following Spencer's existing ETJ boundaries and then following Garrick Road to Ridge Road. The agreement is meant to facilitate future voluntary annexations in these areas but does not represent any planned annexations of property in this area.

Actions

Alderman Howe moved to adopt Ordinance 25-09 Salisbury/Spencer Growth Area Agreement, which is incorporated in the body of the minutes below. Alderwoman Moody seconded the motion, which carried by a vote of 4 – 0.

ORDINANCE 25-09

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.

CONSIDER ADOPTING – Ordinance 25-03.01 To Increase The Parks & Recreation Advisory Board (PRAB) From Five (5) Members To Six (6) Members

Special Projects Planner Morris gave a presentation regarding Ordinance 25-03.01 to Increase the Parks & Recreation Advisory Board (PRAB) from Five (5) Members to Six (6) Members and answered questions from the Board. 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.

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.

Actions

Alderman Miller moved to adopt Ordinance 25-03.01 to Increase the Parks & Recreation Advisory Board (PRAB) from Five (5) Members to Six (6) Members, which is incorporated in the body of the minutes below. Alderwoman Moody seconded the motion, which carried by a vote of 4 – 0.

**ORDINANCE 25-03.01
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 (~~striketroughs~~ 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 **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.

CONSIDER APPOINTING – Phip Sparger As The Sixth Member Of The PRAB

Special Projects Planner Morris gave a presentation regarding Phip Sparger as the sixth member of the PRAB and answered questions from the Board. 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 PRAB with the idea of amending the ordinance to increase the membership and appointing Mr. Sparger as a full member at the May BOA meeting.

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.

Actions

Alderman Moody moved to appoint Phip Sparger as the sixth member of the PRAB. Alderman Howe seconded the motion, which carried by a vote of 4 – 0.

CONSIDER AUTHORIZING – Town Manager To Enter Into A Brownfields Assessment Coalition Memorandum Of Agreement With Centralina Regional Council And City Of Mount Holly

Town Manager Franzese gave a presentation regarding Town Manager to enter into a Brownfields Assessment Coalition Memorandum of Agreement with Centralina Regional Council and City of Mount Holly and answered questions from the Board. 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.

Actions

Alderman Howe moved to authorize Town Manager to enter into a Brownfields Assessment Coalition Memorandum of Agreement with Centralina Regional Council and City of Mount Holly, which is incorporated in the body of the minutes below. Alderman Miller seconded the motion, which carried by a vote of 4 – 0.

DEPARTMENTAL REPORTS

Planning

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

Code Enforcement

Police Chief File gave the monthly Code Enforcement report and answered any questions from the Board.

Police

Police Chief File gave the monthly Police Department report and answered any questions from the Board.

Fire

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

Public Works

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

Finance

Finance Officer Kann gave the monthly Finance Department report and answered any questions from the Mayor and Board during the Pre-Agenda Meeting in anticipation of her absence from the Regular Meeting.

Library

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

Parks & Recreation

Special Projects Planner Morris gave an update on the Parks & Recreation Advisory Board and answered any questions from the Board.

TOWN MANAGER REPORT

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

REQUESTS AND COMMENTS BY THE BOARD MEMBERS

Alderman Steve Miller

- Commended all Town staff, including fire, police, and public works departments, for their continued service.
- Revisited a prior discussion regarding the Parks & Recreation Advisory Board, noting its positive start. Emphasized the importance of utilizing the existing park space, especially with summer approaching, and stressed the need for planned events and visible activities in the front park area.

Aldерwoman Erin Moody

- Encouraged public participation and ongoing community feedback. Thanked those who took part in last week's public hearings and expressed appreciation for their input.
- Reminded residents to drive cautiously as warmer weather increases outdoor activity, especially among children. Warned against distracted driving, noting the risks of phone use by both drivers and pedestrians.

Alderman Andrew Howe

- Welcomed and thanked Ms. Wilson for her contribution to the Town through the recent annexation and rezoning process, and recognized her upcoming development and business as a valuable addition to the community.
- Applauded the successful acquisition of park donations, building on earlier comments by Town Manager Franzese. Commended Town Manager Franzese and Special Projects Planner Morris for their efforts, noting that the initiative originated from the community and was successfully brought before the Board.
- Mentioned a music grant program with significant funding opportunities to support summer music events, and stated he would share details with Town Manager Franzese after the meeting.

Alderwoman Patricia Sledge

- Echoed earlier remarks and extended thanks to all individuals who worked diligently and contributed to securing grant funding. Praised the collaborative spirit among citizens, board members, and staff.
- Shared a personal anecdote about attending the Antiques Roadshow after winning tickets. Took along a chair from a former Town building, which she had purchased through surplus. The appraiser identified the piece as machine-made from Ash wood, likely manufactured in High Point around 1910. Highlighted the importance of preserving the Town's history.

EXECUTIVE SESSION

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

RECESS until Thursday, May 22, 2025, at 6:00 p.m. in the Hilda B. Palmer Board Room

Action

Alderwoman Moody moved to recess the meeting until Thursday, May 22, 2025, at 6:00 p.m. in the Hilda B. Palmer Board Room. Alderman Howe seconded the motion, which carried by a vote of 4 – 0. Alderwoman Sledge recessed the meeting at 7:25 p.m.

Approved by:

Attest:

Jonathan Williams, Mayor

Anna Kanode Ward, Town Clerk

MINUTES
Spencer Board of Aldermen
Recessed Meeting
May 22, 2025

The Town of Spencer Board of Aldermen met in regular session to conduct a recessed meeting in the Hilda B. Palmer Board Room at the Spencer Town Hall on Thursday, May 22, 2025, at 6:20 p.m.

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

Also present were: Town Manager Peter Franzese, Town Clerk Anna Kanode Ward, Finance Officer Heather Kann, Fire Chief Michael Lanning, and Police Chief Michael File.

Mayor Jonathan Williams was absent.

Mayor Pro Tempore Secreast called the meeting to order, gave the invocation, and led the Pledge of Allegiance.

ADDITIONS/DELETIONS

It was the consensus of the Board to make the Executive Session item number three.

Action

Alderman Howe moved to adopt the agenda with the change of making the Executive Session item number three. Alderman Muhammad seconded the motion, which carried by a vote of 6 – 0.

EXECUTIVE SESSION

Alderwoman Sledge moved to go into Executive Session per the following NC General Statute:

§ 143-318.11(a)(6) To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee...

Alderman Muhammad seconded the motion, which carried by a vote of 6 – 0. The regular meeting stood at recess at 6:23 p.m.

RECONVENE REGULAR MEETING

Mayor Pro Tempore Secreast reconvened the open session at 7:01 p.m. and announced that no action had been taken in closed session which could be disclosed at this time.

RECEIVE PRESENTATION – Town Manager's Recommended FY 2025-26 Budget

Town Manager Franzese and Finance Officer Kann gave a presentation regarding the Town Manager's Recommended FY 2025-26 Budget and answered questions from the Mayor and Board. Topics discussed

included: Board pay cuts; funding cuts for Rufty-Holmes Senior Center co-sponsored events, Community Appearance Commission (CAC), Historic Preservation Commission (HPC), grants; firefighter uniforms; police vehicles; bulky waste pickup options, fees, code enforcement, and abatement; personal protective equipment (PPE); Library events and supplies; not increasing taxes; similar situations in other municipalities across the state; need to publicize the public hearing for the proposed budget as much as possible; call to action for residents to communicate their desires for the Town with Board members; possibility of a called meeting later in June to adopt the budget; extreme decrease in federal funding; and appreciation to Town staff for their hard work to find where to costs could be cut or decreased.

Alderman Muhammad left the Board Room at 7:47 p.m. and returned at 7:51 p.m.

CONSIDER ADOPTING – Budget Ordinance 24-10.021 Police Vehicle Replacement

Finance Officer Kann and Police Chief File gave a presentation regarding Budget Ordinance 24-10.021 Police 2025 Ford Explorer and answered questions from the Board. Police vehicle 04 was involved in an accident 03/30/2025 that resulted in totaling the vehicle.

The Police Chief has identified a 2025 Ford Explorer available to purchase for \$41,130, plus tax and title of \$1,291. The upfit of the car is \$9,228 for a full price of \$51,649.00. The Town will receive \$30,000 from the insurance company, which will leave a balance of \$21,649.00. The Town will need to reappropriate funds from Appropriated Fund Balance to fund the purchase of this vehicle.

The budget ordinance amendment would be adopted at the regular meeting in June.

Action

It was the consensus of the Board to allow Town staff to negotiate and execute a purchase agreement with Parks Ford of Hendersonville, NC, for the 2025 Ford Explorer.

ADJOURNMENT

Alderwoman Sledge moved to adjourn the meeting. Alderman Howe seconded the motion, which carried by a vote of 6 – 0. The meeting stood adjourned at 8:41 p.m.

Approved by:

Attest:

Jonathan Williams, Mayor

Anna Kanode Ward, Town Clerk

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Agenda Item Coversheet

Meeting Date: 06/10/2025

Agenda Item #:

Agenda Item Title: Budget Ordinance 24-10.022 Mural Grant

Category: Consent Agenda

Presenter(s): Heather Kann, Finance Officer

Explanation:

The Town has been awarded a grant through the Margaret C Woodson Foundation for \$7,000 for the ongoing Spencer Mural Walk Program.

Financial Impact:

The Town budgeted \$15,000 expected revenues for FY24-25 and has received \$10,500 which leaves \$4,500 expected. The Town will amend the Public Art budget by \$2,500 which is the difference between the expected revenues remaining, \$4,500 and the \$7,000 grant received.

Recommended Motion:

Motion to approve Budget Ordinance 24-10.022

Attachment(s): ☒ Yes ☐ No

1. Budget Ordinance 24-10.022

AN ORDINANCE AMENDING
THE TOWN OF SPENCER, NORTH CAROLINA
GENERAL FUND FY 24-25 BUDGET
ORDINANCE 24-10.022
JUNE 10, 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 has been awarded a \$7,000 grant from the Margaret C Woodson Foundation for the Spencer Mural Walk Project.

Section 2. The Town has received \$10,500 of the expected \$15,000 revenue budget, leaving a balance of \$4,500.

Section 3. To amend the FY 25-26 expense appropriations as follows: Appropriate the excess revenues from this grant for creating new public murals in downtown Spencer.

Section 4. The following General Fund line items are amended as follows:

Revenues

Account	Title	Current Budget	Amended Budget	(Decrease) Increase
10-3985-002	Other Grants	\$37,500	\$40,000	\$2,500

Expenditures

Account	Title	Current Budget	Amended Budget	(Decrease) Increase
10-4110-194	Contract Services	\$44,117	\$46,617	\$2,500
	Total			\$0

Section 5. 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 10th day of June 2025.

Approved by:

Attest:

Jonathan Williams, Mayor

Anna Kanode Ward, Town Clerk

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Rowan's Original Gateway.

Agenda Item Coversheet

Meeting Date: 06/10/2025

Agenda Item #:

Agenda Item Title: Mayor and Board of Aldermen to approving by laws for the Parks & Recreation Advisory Board.

Category: Consent Agenda

Presenter(s): Special Projects Planner

Explanation:

Ordinance 25-03.01, adopted by the Town of Spencer Board of Aldermen (BOA), creates a Parks and Recreation Advisory Board. The ordinance prescribes that by-laws for the advisory board, effectively, operational rules of procedure, are subject to approval by the Board of Aldermen. The DRAFT by-laws are being submitted to the BOA for review and consideration. Staff recommendation is that the proposed by-laws, which mirror the approved ordinance, be approved.

Financial Impact:

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

Recommended Motion:

Mayor and Board of Aldermen to consider a motion to approve by-laws for the Parks and Recreation Advisory Board.

Attachment(s): ☒ Yes ☐ No

DRAFT By-laws for the Spencer Parks and Recreation Advisory Board



PARKS AND RECREATION ADVISORY BOARD

BY-LAWS

(A) Town of Spencer Ordinance - 25-03.01, as adopted by Town of Spencer Board of Aldermen establishes a Parks and Recreation Advisory Board ("Board") under the authority of G.S. Ch. 160D-306. (§ 160D-306. Other advisory boards. A local government may by ordinance establish additional advisory boards as deemed appropriate. The ordinance establishing such boards shall specify the composition and duties of such boards. (2019-111, s. 2.4; 2020-3, s. 4.33(a); 2020-25, s. 51(a), (b), (d).)

(B) The Board shall consist of 6 member 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.

(C) Members of the Board shall serve terms of four years. Terms shall be staggered. A member may be reappointed for a second consecutive term, but after two consecutive terms a member shall be ineligible for reappointment until one calendar year has elapsed from the date of the termination of his or her second term.

Section 1, MEETINGS.

The Parks and Recreation Advisory Board shall meet on the first Wednesday of each month at 10:30 AM at Spencer Town Hall, and more often as it shall, determine and require. All meetings of the Board shall be open to the public and reasonable notice of the time and place thereof shall be given to the public. All meetings shall conform to the North Carolina Open Meetings Law, G.S. § 143-33B.

Section 2, ATTENDANCE OF MEETINGS.

Any member of the Parks and Recreation Advisory Board who misses more than three consecutive regular meetings or more than half the regular meetings in a calendar year shall lose his or her status as a member of the Commission and shall be replaced or reappointed by the Board of Aldermen. Absence due to sickness, death or other emergencies of like nature shall be recognized as approved absences and shall not affect the member's status on the Board except that in the event of a long illness or other such cause for prolonged absence, the member shall be replaced.

Section 3, RULES OF PROCEDURE / BY-LAWS.

Prior to any official action the Board shall adopt and publish rules of procedure (By-Laws) governing its meetings and the conduct of official business and bylaws governing the appointment of members, terms of office/ the election of officers and related matters.

Section 4, MEETING MINUTES.

The Board shall keep permanent minutes of all its meetings. The minutes shall record attendance of its members, its resolutions, findings, recommendations, and actions.

Section 5, BOARD ADVISORY CAPACITY.

The Parks and Recreation Advisory Board is authorized and empowered to advise the Board of Aldermen on matters related to Parks and Recreation and, in coordination with town administration, undertake actions reasonably necessary to the discharge and conduct of its duties and responsibilities as outlined in this chapter and G.S. Ch. 160D – 306, including but not limited to the following:

- (A) Coordinate and recommend strategies and policies to effectively forward the purpose and intent of the Parks and Recreation Master Plan, the Creating Outdoor Recreation Economies Strategic Plan, and other recreation-based plans and directives initiated by the Town Administration and /or the Board of Aldermen;
- (B) Recommend to the Board of Aldermen an annual recreation workplan to include opportunities and priorities for improvements to recreational facilities, to explore strategies for coordination with community groups for events and activities and identify prospects for the continuous advancement of a recreation-based economy
- (C) Review and recommend proposals for the addition or alteration of recreation properties to advance recreational programming, improve access to recreational facilities and to serve the public interest by way of enhanced environmental health and community wellness through physical activities and the availability of managed outdoor recreation space;
- (D) Conduct educational program with respect to parks, recreation, and community wellness, within its jurisdiction;
- (E) Cooperate with the state, Federal and local government, in pursuance of the purposes of this ordinance; to offer or request technical assistance, funding through grants or direct appropriation, guidance or advice concerning matters under its purview or of mutual interest. The Board of Aldermen, or the Board, when authorized by the Board of Aldermen, may contract with the State or the United States, or any agency of either, or with any other organization provided the terms are not inconsistent with state or Federal law;

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Agenda Item Coversheet

Meeting Date: 06/10/2025

Agenda Item #: . 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

May 2025

	Location	Activity	Action
5.1.25	6 th st	Developer questions on subdivision	Answered questions
5.1.25	S Salisbury Ave	Developer questions about building addition	Answered questions
5.1.25	S Spencer Ave	Recombination plat	Reviewed and commented
5.5.25	Tabor Dr	Zoning questions	Answered questions
5.5.25	Salisbury ave	Zoning permit for splash pad	Issued permit
5.5.25	Hollywood drive	Development questions	Answered questions
5.5.25	Hinkle Dr	Innospec Addition zoning permits	Issued permits
5.5.25	4 th st	Addressing issue for triplex	Resolved issue
5.5.25	Office	East Spencer growth agreement	Drafted agreement
5.6.25	Office	Grants Creek Greenway presentation	Drafted
5.6.25	Office	NCDOT project list	Reviewed and commented
5.8.25	Willow creek dr	Annexation and rezoning material	Processed and distributed
5.8.25	119 2 nd st	Dumpster permit	Issued permit
5.8.25	Willow Cr Dr	Development process questions	Answered questions
5.8.25	400 S Salisbury Ave	Development questions	Answered questions
5.8.25	Longs Ferry Rd	Site visit to truck stop project	Contacted developer
5.8.25	Hawkinstown Rd	Site visit to townhome project	Contacted developer
5.8.25	Office	Board of Aldermen meeting	Attended and participated
5.12.25	Hawkinstown rd property	Development questions	Answered questions
5.12.25	Yadkin Ave	Sewer easement questions	Answered questions
5.12.25	N Yadkin	Developer questions	Answered questions
5.12.25	Hollywood ave	Development questions	Answered questions
5.12.25	Office	HB 765 resolution	Reviewed and commented
5.13.25	Office	Grants creek greenway	Answered questions
5.13.25	700 s Salisbury ave	Development questions	Answered questions

5.13.25	Office	Staff meeting	Attended
5.13.25	Office	3 rd st address changes	Advise Duke and PNG of changes
5.13.25	N Salisbury Ave	Bojangles remodel plans	Reviewed and commented
5.13.25	Office	Questions on bible distribution	Answered questions
5.13.25	6 th st	Zoning permits for 4 single family homes	Issued permits
5.13.25	Forestdale dr	Zoning permit for solar panels	Issued permit
5.13.25	N Salisbury Ave	Zoning permit for Bojangles remodel	Issued permit
5.13.25	Office	NCCR brownfield agreement	Reviewed and commented
5.13.25	Office	Board of Aldermen meeting	Attended and participated
5.15.25	10 th st	Subdivision plat	Reviewed and commented
5.15.25	Willow Creek	Annexation and rezoning	Advised Rowan County
5.15.25	406 n Salisbury ave	Storage building questions	Answered questions
5.15.25	N Yadkin Ave	Zoning questions	Answered questions
5.15.25	S Spencer Ave	Exempt subdivision	Approved
5.15.25	Office	NCCR grant subagreement	Discussed with jay dees
5.15.25	Office	Grants Creek Greenway meeting	Attended and participated
5.19.25	Office	Salisbury affordable housing plan	Reviewed
5.19.25	503 charles st	Fence permit questions	Answered questions
5.19.25	500 Oakwood	Solar panel zoning permit	Issued permit
5.20.25	Salisbury	Affordable housing meeting	Attended and participated
5.20.25	Pinecroft lane	Zoning permit for home addition	Issued permit
5.20.25	Montclair	Development site plan	Reviewed and commented
5.20.25	Charles st	Property boundary questions	Answered questions
5.20.25	703 S Yadkin	Demolition questions	Answered questions
5.21.25	Office	TCC meeting	Attended and participated
5.22.25	1960 n us hwy 29	Zoning permit for building addition	Issued permit
5.22.25	Holly St	Townhome development	Project canceled due to high costs
5.22.25	Hollywood dr	Zoning and subdivision questions	Answered questions
5.22.25	S Iredell	Code enforcement questions	Answered questions
5.22.25	Whitehead	Subdivision questions	Answered questions

5.22.25	Salisbury ave	Townhome development questions	Met with developer and answered questions
5.22.25	Hawkins loop rd	Development questions	Answered questions
5.22.25	10 th st	Development questions	Answered questions
5.27.25	413 hudson	Fence permit	Issued permit
5.27.25	Snider st	Home business questions	Answered questions
5.27.25	Office	staff meeting	Attended
5.27.25	Hollywood	Rezoning process	Started process
5.27.25	3 rd st	Readdressing question	Answered questions
5.27.25	S Salisbury ave	Possible site pollution questions	Answered questions
5.27.25	Willow creek	Annexation paperwork request	Contacted developer
5.29.25	Hollywood	Paperwork for rezoning	Completed paperwork
5.29.25	705 s Yadkin	Demolition permit	Issued permit
5.29.25	17 th st	Questions on planned stormwater work	Answered questions
5.29.25	Office	Revisions to NCRR grant agreement	Reviewed and sent to Jay
5.29.25	Office	Grants Creek Greenway property owner's letters	Mailed
5.29.25	510 s Carolina	Permit for renovation work	Referred to HPC
5.29.25	Office	Code enforcement questions	Answered questions

Planning Quotes:

“To accomplish great things, we must not only act but also dream. Not only plan but also believe.” – [Anatole France](#)

“The majority of men meet with failure because of their lack of persistence in creating new plans to take the place of those which fail.” – [Napoleon Hill](#)

“When it is obvious that the goals cannot be reached, don't adjust the goals, adjust the action steps.” – [Confucius](#)

“Plan for what is difficult while it is easy, do what is great while it is still small.” – [Sun Tzu](#)

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Agenda Item Coversheet

Meeting Date: 06/10/2025

Agenda Item #: . b.

Agenda Item Title: Code Enforcement 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:

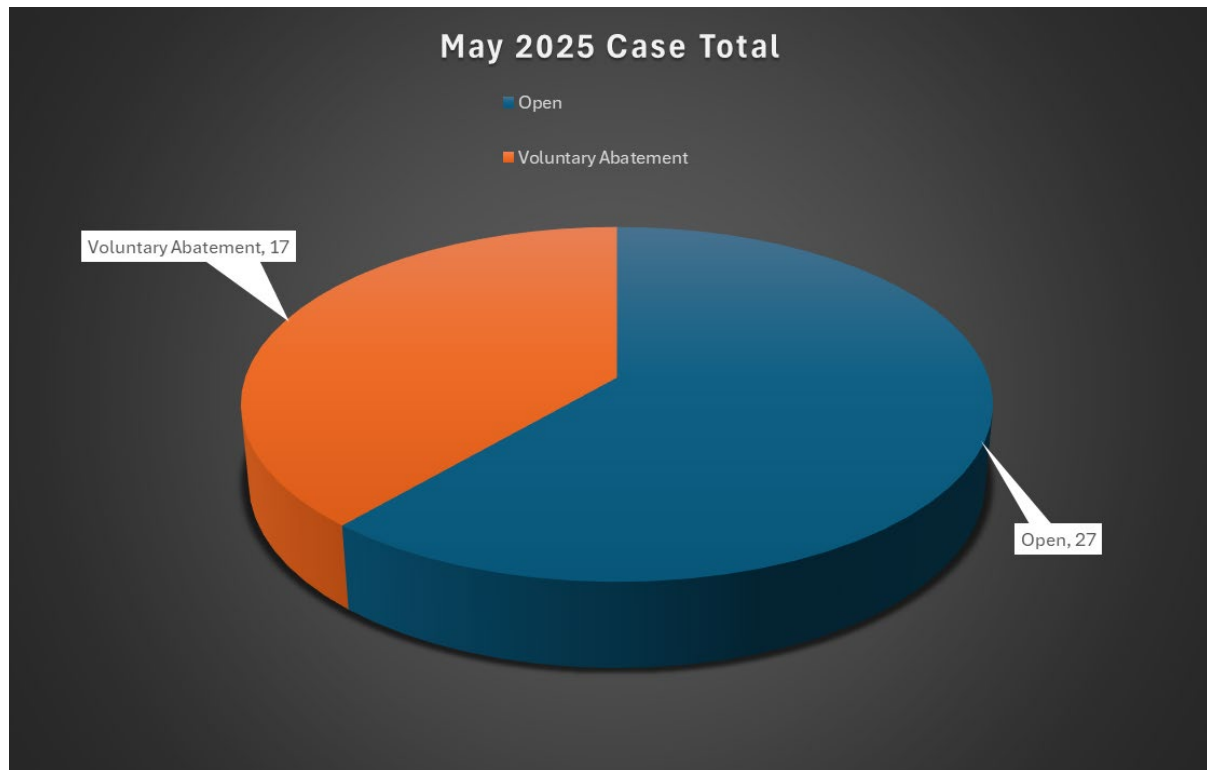
N/A

Attachment(s): ☒ Yes ☐ No

1. Code Enforcement Report

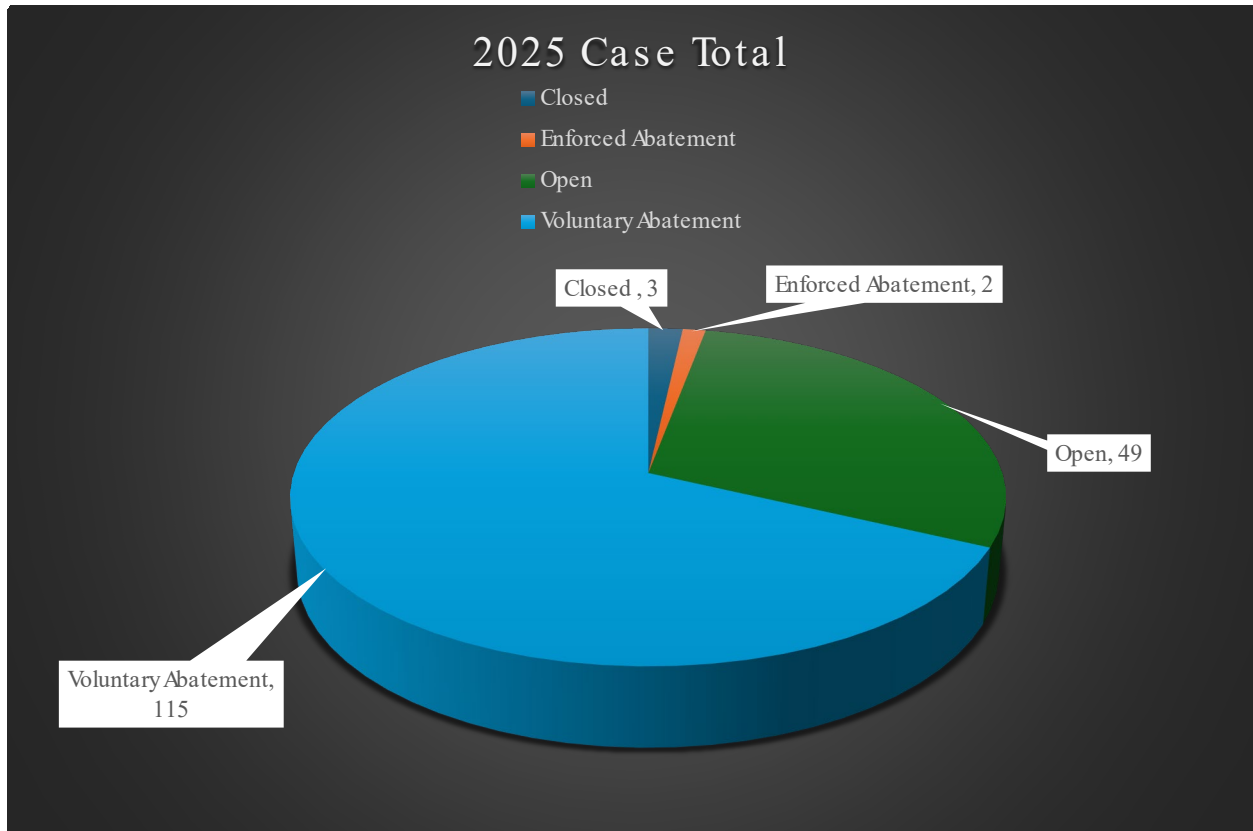
Monthly Report

- **Total cases – 44**
- **Open - 27**
- **Voluntary Abatement - 17**
- **Notice of Violations - 9**
- **Notice of Bill - 0**
- **Notice of Lien – 0**



2025 Yearly Report

- Total cases – 169
- Open - 49
- Voluntary Abatement - 115
- Enforced Abatement - 2
- Notice of Violations – 20
- 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
202500170	408 S Rowan Ave	Tall Grass/ Weeds	Open
202500169	121 Pinecroft	Tall Grass/ Weeds	Open
202500168	111 Pinecroft	Tall Grass/ Weeds	Open
202500167	912 2ND ST	Tall Grass/ Weeds	Open
202500166	605 2ND ST	Tall Grass/ Weeds	Open
202500165	908 S Iredell	Junk	Open
202500164	611 4TH ST	Tall Grass/ Weeds	Open
202500163	708 4TH ST	Tall Grass/ Weeds	Open
202500161	909 S Iredell	Illegally Parked	Open
202500160	312 S Iredell	Tall Grass/ Weeds	Open
202500159	706 5TH ST	Tall Grass/ Weeds	Open
202500158	410 17TH ST	Tall Grass/ Weeds	Open
202500157	408 17TH ST	Tall Grass/ Weeds	Open
202500156	401 17TH ST	Tall Grass/ Weeds	Open
202500155	108 17TH ST	Tall Grass/ Weeds	Open
202500154	300 B 8th st	Junk vehicle	Open
202500153	112 Herman	Junk	Open
202500152	112 Herman St	Tall Grass/ Weeds	Open
202500150	508 S Whitehead	Tall Grass/ Weeds	Open
202500149	406 N Salisbury Ave	Junk	Open
202500148	032 157	Tall Grass/ Weeds	Open
202500147	506 N Salisbury	Tall Grass/ Weeds	Open
202500146	500 N Salisbury Ave	Tall Grass/ Weeds	Open
202500142	210 N Yadkin	Tall Grass/ Weeds	Open
202500140	204 S Iredell	Tall Grass/ Weeds	Open
202500138	600 S Carolina	Tall Grass/ Weeds	Open
202500127	703 7TH ST	Tall Grass/ Weeds	Open
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
202500120	812 4TH ST	High Grass	Open
202500119	810 4TH ST	Junk	Open
202500117	206 Henderson	Tall Grass/ Weeds	Open
202500116	301 N Yadkin	Tall Grass/ Weeds	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
202500104	210 N Yadkin	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
202500056	215 8TH ST	Minimal Housing	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



Case Status Report

5/1/2025 - 5/30/2025

Case #	Case Date	Main Status	Last Status Change Date	Complaint Received	Violation Address	Nature of Complaint
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Group: Enforced Abatement

202500105	4/17/2025	Enforced Abatement	5/13/2025	Site Visit	209 N Yadkin	Tall Grass/ Weeds
202400516	12/18/2024	Enforced Abatement	5/6/2025	Site Visit	112 Henderson ST	Junk
202400482	11/7/2024	Enforced Abatement	5/6/2025	Site Visit	609 N Salisbury Ave	Abandoned/ Nuisance Vehicle

Group Total: 3

Group: Open

202500170	5/21/2025	Open	5/21/2025	Site Visit	408 S Rowan Ave	Tall Grass/ Weeds
202500169	5/21/2025	Open	5/21/2025	Site Visit	121 Pinecroft	Tall Grass/ Weeds
202500168	5/21/2025	Open	5/21/2025	Site Visit	111 Pinecroft	Tall Grass/ Weeds
202500167	5/21/2025	Open	5/21/2025	Site Visit	912 2ND ST	Tall Grass/ Weeds
202500166	5/21/2025	Open	5/21/2025	Site Visit	605 2ND ST	Tall Grass/ Weeds
202500165	5/21/2025	Open	5/21/2025	Site Visit	908 S Iredell	Junk
202500164	5/21/2025	Open	5/21/2025	Site Visit	611 4TH ST	Tall Grass/ Weeds
202500163	5/21/2025	Open	5/21/2025	Site Visit	708 4TH ST	Tall Grass/ Weeds
202500161	5/21/2025	Open	5/21/2025	Site Visit	909 S Iredell	Illegally Parked
202500160	5/21/2025	Open	5/21/2025	Site Visit	312 S Iredell	Tall Grass/ Weeds
202500159	5/21/2025	Open	5/21/2025	Site Visit	706 5TH ST	Tall Grass/ Weeds
202500158	5/21/2025	Open	5/21/2025	Site Visit	410 17TH ST	Tall Grass/ Weeds
202500157	5/21/2025	Open	5/21/2025	Site Visit	408 17TH ST	Tall Grass/ Weeds
202500156	5/21/2025	Open	5/21/2025	Site Visit	401 17TH ST	Tall Grass/ Weeds
202500155	5/21/2025	Open	5/21/2025	Site Visit	108 17TH ST	Tall Grass/ Weeds
202500154	5/20/2025	Open	5/27/2025		300 B 8th st	Junk vehicle
202500153	5/14/2025	Open	5/14/2025	Site Visit	112 Herman	Junk
202500152	5/14/2025	Open	5/14/2025	Site Visit	112 Herman St	Tall Grass/ Weeds

202500150	5/14/2025	Open	5/14/2025	Site Visit	508 S Whitehead	Tall Grass/ Weeds
202500149	5/14/2025	Open	5/14/2025	Site Visit	406 N Salisbury Ave	Junk
202500148	5/14/2025	Open	5/14/2025	Site Visit	032 157	Tall Grass/ Weeds
202500147	5/14/2025	Open	5/14/2025	Site Visit	506 N Salisbury	Tall Grass/ Weeds
202500146	5/14/2025	Open	5/14/2025	Site Visit	500 N Salisbury Ave	Tall Grass/ Weeds
202500142	5/8/2025	Open	5/8/2025	Site Visit	210 N Yadkin	Tall Grass/ Weeds
202500140	5/8/2025	Open	5/8/2025	Site Visit	204 S Iredell	Tall Grass/ Weeds
202500138	5/8/2025	Open	5/8/2025	Site Visit	600 S Carolina	Tall Grass/ Weeds
202500127	5/8/2025	Open	5/8/2025	Site Visit	703 7TH ST	Tall Grass/ Weeds

Group Total: 27

Group: Voluntary Abatement

202500162	5/21/2025	Voluntary Abatement	5/28/2025	Site Visit	908 S Iredell	Keeping of Dogs
202500151	5/14/2025	Voluntary Abatement	5/28/2025	Site Visit	1906 N Salisbury	Tall Grass/ Weeds
202500145	5/14/2025	Voluntary Abatement	5/28/2025	Site Visit	721 N Salisbury Ave	Tall Grass/ Weeds
202500144	5/14/2025	Voluntary Abatement	5/28/2025	Site Visit	908 N Salisbury Ave	Tall Grass/ Weeds
202500141	5/8/2025	Voluntary Abatement	5/28/2025	Site Visit	510 S Carolina	Tall Grass/ Weeds
202500139	5/8/2025	Voluntary Abatement	5/28/2025	Site Visit	602 S Carolina	Tall Grass/ Weeds
202500137	5/8/2025	Voluntary Abatement	5/28/2025	Site Visit	303 S Yadkin	Tall Grass/ Weeds
202500136	5/8/2025	Voluntary Abatement	5/28/2025	Site Visit	109 6TH ST	Tall Grass/ Weeds
202500135	5/8/2025	Voluntary Abatement	5/28/2025	Site Visit	311 S Rowan Ave	Tall Grass/ Weeds
202500134	5/8/2025	Voluntary Abatement	5/28/2025	Site Visit	608 S Yadkin	Tall Grass/ Weeds
202500133	5/8/2025	Voluntary Abatement	5/13/2025	Site Visit	610 S Yadkin	Tall Grass/ Weeds
202500132	5/8/2025	Voluntary Abatement	5/28/2025	Site Visit	705 S Yadkin	Tall Grass/ Weeds
202500131	5/8/2025	Voluntary Abatement	5/28/2025	Site Visit	701 S Yadkin	Tall Grass/ Weeds

202500130	5/8/2025	Voluntary Abatement	5/28/2025	Site Visit	501 6TH ST	Tall Grass/ Weeds
202500129	5/8/2025	Voluntary Abatement	5/28/2025	Site Visit	109 6TH ST	Tall Grass/ Weeds
202500128	5/8/2025	Voluntary Abatement	5/28/2025	Site Visit	709 7TH ST	Tall Grass/ Weeds
202500126	5/4/2025	Voluntary Abatement	5/27/2025	Portal Complaint	307 N yadkin ave apartment B	Unsanitary upkeep of the apartment
202500121	4/24/2025	Voluntary Abatement	5/28/2025	Site Visit	302 Meadow St	Dead Tree
202500118	4/21/2025	Voluntary Abatement	5/28/2025	Site Visit	303 S Yadkin	Junk
202500115	4/21/2025	Voluntary Abatement	5/13/2025	Site Visit	1118 N Salisbury Ave	Junk
202500110	4/17/2025	Voluntary Abatement	5/6/2025	Site Visit	307 N Yadkin C	Junk
202500109	4/17/2025	Voluntary Abatement	5/6/2025	Site Visit	410 S Iredell	Tall Grass/ Weeds
202500108	4/17/2025	Voluntary Abatement	5/6/2025	Site Visit	708 S Carolina	Tall Grass/ Weeds
202500107	4/17/2025	Voluntary Abatement	5/6/2025	Site Visit	708 S Rowan	Tall Grass/ Weeds
202500106	4/17/2025	Voluntary Abatement	5/6/2025	Site Visit	309 N Rowan	Tall Grass/ Weeds
202500103	4/17/2025	Voluntary Abatement	5/6/2025	Site Visit	116 11TH ST	Tall Grass/ Weeds
202500102	4/17/2025	Voluntary Abatement	5/28/2025	Site Visit	110 11TH ST	Tall Grass/ Weeds
202500101	4/17/2025	Voluntary Abatement	5/13/2025	Site Visit	108 11TH ST	Tall Grass/ Weeds
202500096	4/14/2025	Voluntary Abatement	5/13/2025	Site Visit	907 2ND ST	Tall Grass/ Weeds
202500095	4/14/2025	Voluntary Abatement	5/6/2025	Site Visit	912 2ND ST	Tall Grass/ Weeds
202500094	4/14/2025	Voluntary Abatement	5/6/2025	Site Visit	1003 2ND ST	Tall Grass/ Weeds
202500093	4/14/2025	Voluntary Abatement	5/6/2025	Site Visit	1000 2ND ST	Tall Grass/ Weeds
202500092	4/14/2025	Voluntary Abatement	5/6/2025	Site Visit	1014 2ND ST	Tall Grass/ Weeds
202500087	4/14/2025	Voluntary Abatement	5/6/2025	Site Visit	210 N Salisbury	Tall Grass/ Weeds
202500083	3/26/2025	Voluntary Abatement	5/6/2025	Site Visit	702 3RD ST	Tall Grass/ Weeds

202500082	3/26/2025	Voluntary Abatement	5/6/2025	Site Visit	200 S Salisbury Ave	Tall Grass/ Weeds
202500081	3/26/2025	Voluntary Abatement	5/6/2025	Site Visit	508 2ND ST	Tall Grass/ Weeds
202500080	3/26/2025	Voluntary Abatement	5/13/2025	Site Visit	609 2ND ST	Tall Grass/ Weeds
202500079	3/26/2025	Voluntary Abatement	5/6/2025	Site Visit	907 2ND ST	Tall Grass/ Weeds
202500078	3/26/2025	Voluntary Abatement	5/6/2025	Site Visit	504 1ST ST	Tall Grass/ Weeds
202500076	3/26/2025	Voluntary Abatement	5/6/2025	Site Visit	101 Henderson ST	Tall Grass/ Weeds
202500075	3/26/2025	Voluntary Abatement	5/6/2025	Site Visit	405 S Hudson	Junk on Porch
202500074	3/26/2025	Voluntary Abatement	5/6/2025	Site Visit	405 S Hudson	Illegal Parking
202500073	3/26/2025	Voluntary Abatement	5/6/2025	Site Visit	410 S Iredell	Tall Grass/ Weeds
202500072	3/26/2025	Voluntary Abatement	5/6/2025	Site Visit	608 S Yadkin	Tall Grass/ Weeds
202500071	3/26/2025	Voluntary Abatement	5/6/2025	Site Visit	510 S Yadkin	Tall Grass/ Weeds
202500068	3/26/2025	Voluntary Abatement	5/6/2025	Site Visit	206 N Yadkin	Tall Grass/ Weeds
202500063	3/19/2025	Voluntary Abatement	5/6/2025	Site Visit	504 S Carolina Ave	Junk on porch
202500062	3/18/2025	Voluntary Abatement	5/6/2025	Site Visit	300 8TH ST	Junk Vehicle
202500050	3/11/2025	Voluntary Abatement	5/6/2025	Site Visit	1112 Elizabeth Ave	Junk
202500001	1/3/2025	Voluntary Abatement	5/6/2025	Site Visit	701 S Rowan Ave	Broken Windows

Group Total: 51

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Total Records: 81

5/30/2025

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Rowan's Original Gateway.

Agenda Item Coversheet

Meeting Date: 06/10/2025

Agenda Item #: . 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

(05/01/2025 - 05/31/2025)

<No Event Type Specified>	1	8th Street Ballpark Check	78
911 Hang-Up	7	Administrative Work	99
Alarm - Hold-up	1	Alarm - Other	13
Animal Complaint	1	Assist - East Spencer Police	35
Assist - Fire Department	12	Assist - Motorist/Public	4
Assist - NCHP	4	Assist - Other Agency	5
Assist - Other Officer	77	Assist - Sheriff's Office	6
Business Check-Drive Through	457	Calls For Service (General)	13
Checkpoint	2	Child Abuse/Neglect	1
Communicating Threats	2	Community Event	1
Court	4	Directed Patrol	20
District Attorney's Office	1	Disturbance	3
Disturbance- Verbal	7	Disturbance-Physical	5
Domestic - Property Pick-up	1	Domestic Dispute	1
Domestic Violence	1	Drug Offense Not on School Property	1
Follow-up Investigation - Outside County	1	Follow-up Investigation- Spencer	10
Foot Patrol - Business	102	Foot Patrol - Residential	3
Found Property	2	Fraud - Report	2
Harrassment-Stalking	2	House Check	4
Illegal Burning	1	Intoxicated Person	1
Involuntary Commitment	1	Larceny - In-Progress	1
Larceny - Report	5	Library Park Check	108
Magistrate's Office	1	Maintenance - Equipment	7
Maintenance - Vehicle	23	Missing Person	1
NCTM - Drive Through	277	NCTM - Foot Patrol	62
Noise Complaint	4	Norfolk Southern Railroad-Drive Through	11
Overdose	2	Park Check	212
Property - Recovered Stolen	1	Property Damage - Report	1
Public Service	14	School Check - NRES	130
School Check - NRHS	129	School Check - NRMS	114
Security Check/Standby	12	Special Assignment - Other	1
SRO Duties	46	Suspicious - Activity	9
Suspicious - Person	9	Suspicious - Vehicle	10

Activity Log Event Summary (Totals)

Spencer Police Department

(05/01/2025 - 05/31/2025)

Traffic Accident - PD	4	Traffic Accident - PI	1
Traffic Complaint	1	Traffic Control	2
Traffic Enforcement	20	Training - PD	10
Training - Range	8	Training - School	5
Trespassing - In-Progress	4	Unattended Death	1
Unlock Vehicle	3	Vehicle Stop	188
Warrant Service	8	Welfare Check	10
Yadkin River Park Check - Davidson County	116	Yadkin River Park Check - Spencer	113

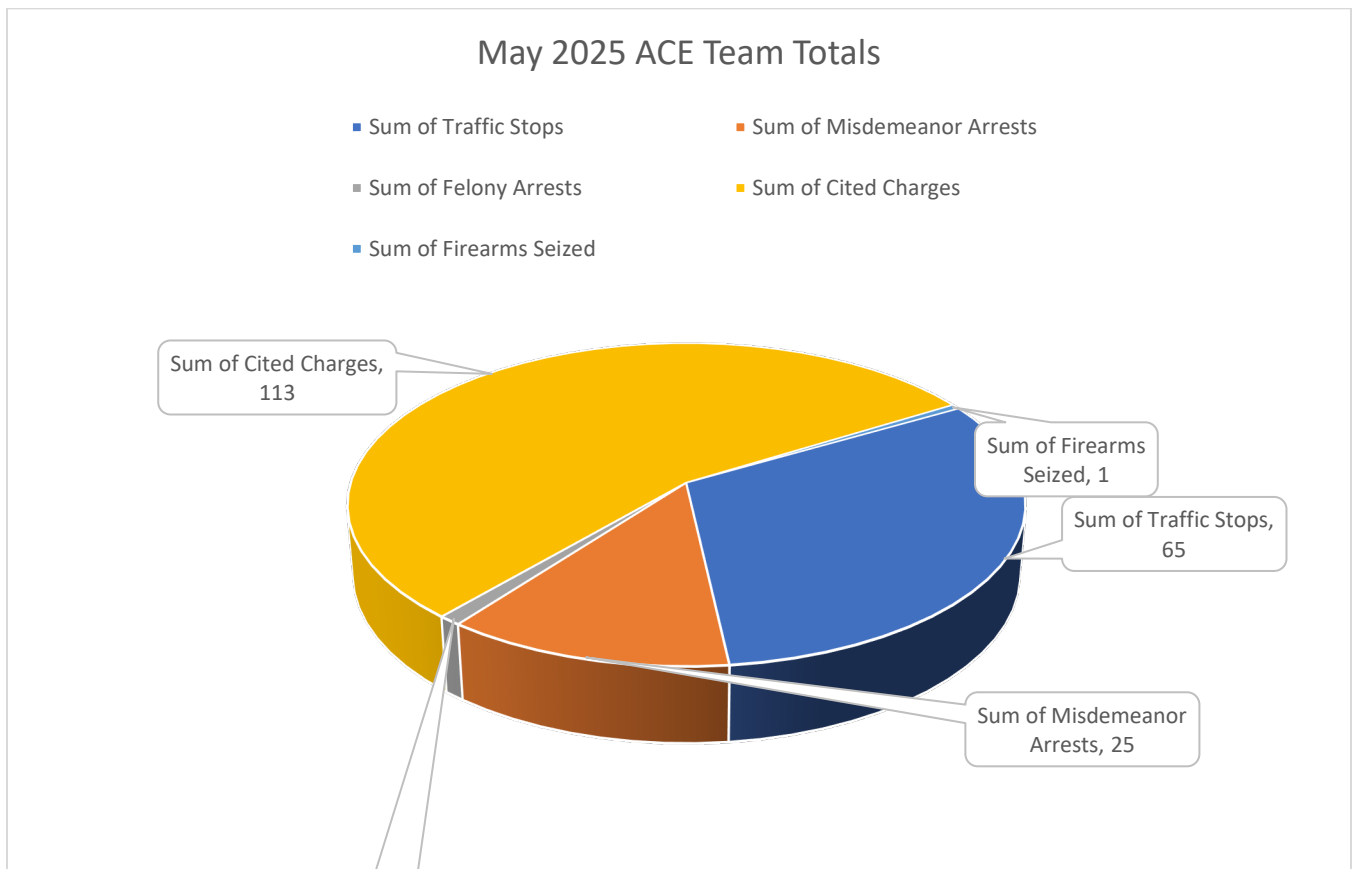
Total Number Of Events: 2,676

SPENCER POLICE ACE TEAM REPORT

May 2025

May 2025 Highlights

- May 2025 Cases: 10 (9 Closed)
- Traffic Stops: 65
- Total Arrests: 27 (Felony 2)
- Cited Charges: 113
- Warrants Served: 0
- Firearms Seized: 1

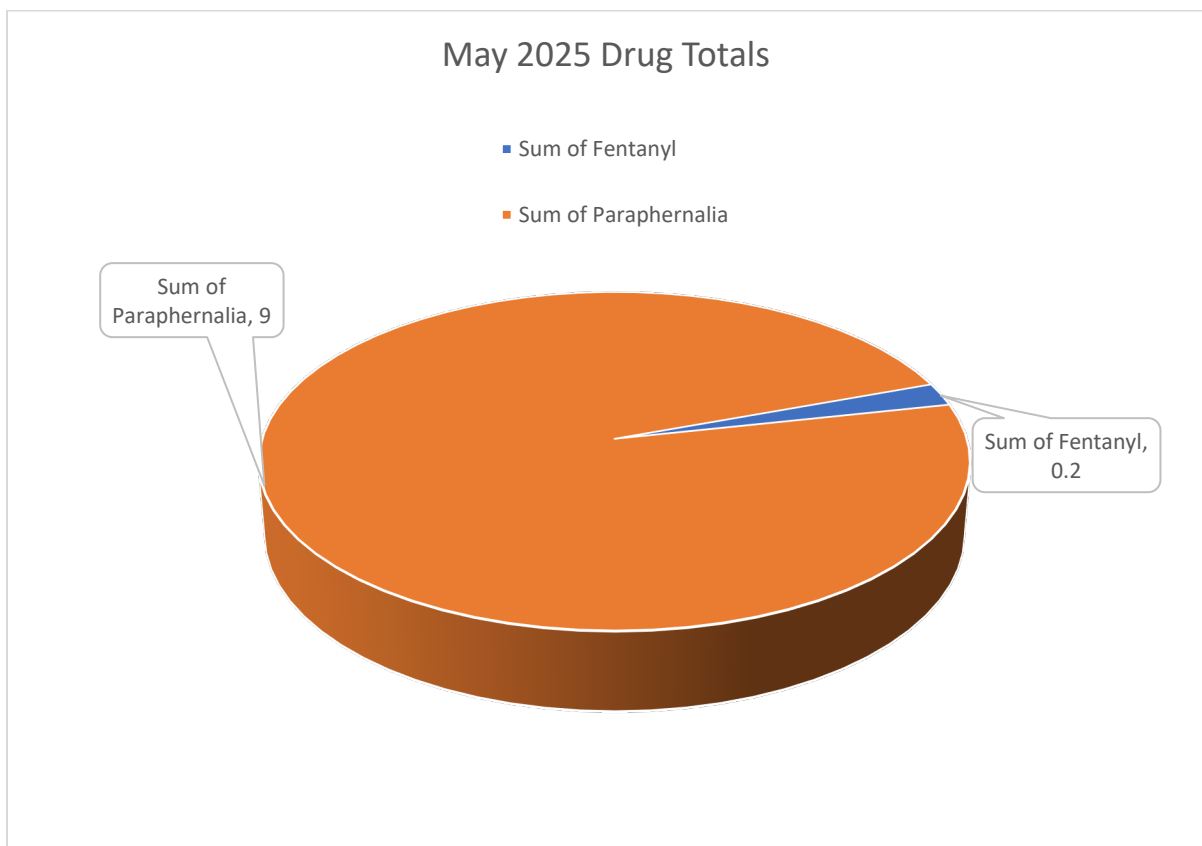


SPENCER POLICE ACE TEAM REPORT

May 2025

May 2025 Drug Totals

- Fentanyl: .2 Grams
- Paraphernalia Items: 9



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Agenda Item Coversheet

Meeting Date: 06/10/2025

Agenda Item #: . 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

June 2025 Monthly Report**Calls for Service: 05/01/2025-05/31/2025**

Fire: 42
Medical: 68
Monthly Total: 120

2025 Total: 585

Apparatus:

- The 1995 E-One fire engine did not meet the reserve on Gov Deals. We are currently evaluating the best option for surplus.

Equipment:

- N/A

Special Events:

- NCTM Fire Truck Festival and Parade- June 14th, 9:00-3:30.
- The 3rd Annual Justin E. Monroe Fire Camp dates are July 21st-23rd.

Personnel:

- Currently accepting applications for the vacant Firefighter position.
- Currently accepting applications for the vacant Engineer position.

Station:

- No updates on an expansion project.

Special Information:

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

Ofc. 704-633-2231 Ext. 50
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Public Works Director
Post Office Box 45
Spencer, NC 28159-0045

Agenda Item Coversheet

Meeting Date: 06/10/2025

Agenda Item #: . 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

June 2025 Board of Aldermen Meeting

- 1) Regular services (Sanitation, Brush, and Mowing) are running on schedule.
- 2) We will be observing the Independence Day holiday on July 4th. All Town Offices will be closed, and trash will follow the schedule listed below.

July 4th	Friday July 4th	No Change in Trash Schedule ***Bulk Items will be picked up on Thursday***
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- 3) The planter box in front of Family Dollar has finally been repaired. The planter was hit by a vehicle some time ago, and the mason has finally completed the repair.
- 4) Once again, an old terracotta stormwater line failed on the corner of 6th Street and Yadkin Avenue. Initially, we believed the line had failed in only one area, but upon further investigation, we discovered that the entire line was in poor condition. The line has now been replaced with a plastic pipe from the catch basin at the street to the connecting basin. The contractor is doing the final grading, and this repair will be complete.
- 5) We removed a dead tree in Jefferson Park this month. We had to hire a contractor to remove the tree due to the presence of power lines, but our crew handled all the cleanup to minimize the cost.
- 6) The rain has slowed down the contractors over the last week at the new Town Park, but they are doing their best to have the grand opening on June 28th. The electrical work is nearly complete, with the last of the lamp poles being installed. The irrigation is progressing, and the final pieces of the sidewalk and fountain are being poured. The landscapers are expected to begin work any day. Hopes for dry weather for the next several weeks so they can complete on schedule.
- 7) The asbestos abatement is complete at the old Town Hall, for now. The windows will have to be removed to complete the remainder of the abatement. This will be scheduled in conjunction with the demolition of the building, ensuring the building remains secure until then.
- 8) We are still working to complete the landscaping at the library, but the recent rains have delayed us slightly. Once we finish there, we will begin removing the dead trees and debris on the Transportation Museum side of Salisbury Avenue, between 6th and 11th Streets.
- 9) We continue to do a great deal of spraying, and with the recent wet weather, we will continue until we catch up. As always, we only spray where it is needed, so if you keep the curb line in front of your property maintained, we will not spray.
- 10) We have also been doing some trimming along streets and sidewalks. As the trees put out their leaves, they begin to droop and impede vision, brushing against our larger trucks. Please let Public Works or Town Hall know if you have concerns about an area.

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:

The contractor, Chris Sloop (Rowan County Ag Agent), Levi (Site Engineer), and I met on site for a pre-construction meeting several weeks ago. All details were gone over, and the construction is finally ready to begin. The contractor will perform most of the tree removal and grading, with Town staff assisting in hauling the debris to fulfill our match portion of the grant. Work was scheduled to begin this week, but due to the significant rainfall we have received, the start date has been pushed back to next week.

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:

June 28th	–	Fireworks at the NCTM
July 4th	–	Independence Day Holiday

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Agenda Item Coversheet

Meeting Date: 06/10/2025

Agenda Item #: . 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 We have submitted the templates of all payroll information to the League for review and to pass along to Black Mountain Software.
 - o Account Mapping is under review and should be available to us soon.
 - o Vendor information templates are complete and under review from Black Mountain Software
- Stanback Forest Center & Trails Fund 97 created and budget set. General Ledger funds transfer 6/4/25

- Below is a snapshot of where we stand in the General Fund

Total Budget vs Actual As of 5/29/25				
	Budgeted	Encumbered	Activity	Variance
Revenues	6,050,496.47	-	4,628,776.47	1,421,720.00
Expenditures	6,050,496.46	482,553.95	4,709,989.03	857,953.48
		Enc. + Activity	5,192,542.98	NET Variance (563,766.51)

** Encumbered amount includes PO 12596 for Stormwater Planning \$245,538.00 remaining, PO 12903 Old Town Hall Abatement, 2 POs for Mural Projects totaling \$23,128.00

- Sales & Use Tax Information

Sales and Use Tax As of June Distributions			
	FY 24	FY25	
Total Pmts as of May Dist.	863,576.78	892,730.10	
FY25 vs FY24 same time frame		Approximately 3.000%	
FY 24 Total	1,159,274.33		
FY 25 Year to Date	1,003,063.72	10 months reporting	
FY 25 Budgeted	1,194,269.75		
FY 25 Activity	1,003,063.72		
Diff as of June Dist.	191,206.03		

Two scenarios	Total Collection Estimates
If we remain flat from FY24 Est. Collections minus Budget	1,194,585.24 315.49
If we continue with the same 3% over FY24 actuals Est. Collections minus Budget	1,199,865.87 5,596.12

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 - 2025-05-29

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	\$15,331.73	\$295.92	\$3,331.73	128
10-3194-000 TAXES, 3RD PRIOR YR	\$3,600.00	\$3,600.00	\$0.00	\$6,374.44	\$256.54	\$2,774.44	177
10-3195-000 TAXES, 2ND PRIOR YR	\$6,000.00	\$6,000.00	\$0.00	\$7,398.43	\$17.77	\$1,398.43	123
10-3196-000 TAXES, FIRST PRIOR Y	\$21,000.00	\$21,000.00	\$0.00	\$22,023.27	\$1,377.00	\$1,023.27	105
10-3197-100 AD VALOREM TAXES CUR	\$2,092,184.00	\$2,092,184.00	\$0.00	\$2,064,325.56	\$13,532.89	\$27,858.44	99
10-3197-101 AD VALOREM TAXES VEH	\$172,930.00	\$159,930.00	\$0.00	\$148,511.19	\$15,278.41	\$11,418.81	93
10-3197-102 MUNICIPAL VEHICLE TA	\$0.00	\$13,000.00	\$0.00	\$8,320.00	\$1,270.00	\$4,680.00	64
10-3197-180 TAX INTEREST & PENAL	\$15,000.00	\$15,000.00	\$0.00	\$18,274.15	\$1,116.31	\$3,274.15	122
10-3231-000 1% SALES TAX (ART 39	\$396,091.30	\$396,091.30	\$0.00	\$306,005.75	\$31,104.98	\$90,085.55	77
10-3232-000 1/2% SALES TAX (ART	\$261,137.45	\$261,137.45	\$0.00	\$182,869.61	\$17,800.92	\$78,267.84	70
10-3233-000 1/2% SALES TAX (ART	\$195,053.00	\$195,053.00	\$0.00	\$150,696.01	\$15,296.60	\$44,356.99	77
10-3235-000 1/2% SALES TAX (ART	\$341,988.00	\$341,988.00	\$0.00	\$253,158.73	\$25,236.99	\$88,829.27	74
10-3322-000 BEER & WINE TAX	\$14,500.00	\$14,500.00	\$0.00	\$13,484.58	\$13,484.58	\$1,015.42	93
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	\$1,982.47	\$661.12	\$617.53	76
10-3431-000 COURT, PKG FEES, REP	\$1,500.00	\$1,500.00	\$0.00	\$4,335.76	\$362.25	\$2,835.76	289
10-3437-000 FIRST RESPONDER FEES	\$8,000.00	\$8,000.00	\$0.00	\$8,600.00	\$1,465.00	\$600.00	107
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	\$27,023.10	\$5,404.62	\$5,404.62	83
10-3491-000 ZONING FEES	\$10,000.00	\$10,000.00	\$0.00	\$16,685.00	\$1,655.00	\$6,685.00	167
10-3491-001 LIEN PAYMENTS	\$15,000.00	\$15,000.00	\$0.00	\$23,215.22	\$50.00	\$8,215.22	155
10-3500-510 SOL/WASTE COLLECTION	\$264,745.00	\$264,745.00	\$0.00	\$220,111.14	\$22,931.26	\$44,633.86	83
10-3500-550 YARD WASTE SALES	\$2,000.00	\$2,000.00	\$0.00	\$1,827.00	\$192.00	\$173.00	91
10-3831-000 INVESTMENT EARNINGS	\$120,000.00	\$120,000.00	\$0.00	\$44,711.80	\$0.00	\$75,288.20	37
10-3833-001 Donations-Police Dep	\$0.00	\$75.00	\$0.00	\$2,575.00	\$0.00	\$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	\$60,000.00	\$0.00	\$4,750.00	\$0.00	\$55,250.00	8
10-3837-000 ABC REVENUES	\$16,000.00	\$16,000.00	\$0.00	\$16,541.76	\$0.00	\$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	\$10,000.00	\$0.00	\$6,388.57	\$39.00	\$3,611.43	64
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	\$0.00	\$355,036.35	720 1
10-3985-004 STATE GRANTS	\$75,000.00	\$175,000.00	\$0.00	\$60,014.50	\$28,232.50	\$114,985.50	34
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	\$6,050,496.47	\$0.00	\$4,623,190.84	\$197,061.66	\$2,208,809.27	76

I will update Sales & Use Tax information as it becomes available.

Town of Spencer

Fiscal Period - Fiscal Period 2024/2025 Date Range - 2024-07-01 - 2025-05-29

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	\$22,181.25	\$1,618.75	\$2,493.75	90
10-4110-181 FICA	\$1,888.00	\$1,888.00	\$0.00	\$1,630.44	\$123.88	\$257.56	86
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	\$464.02	\$172.00	\$535.98	46
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	\$449.00	\$44.90	\$90.00	83
10-4110-395 TRAINING	\$5,175.00	\$3,175.00	\$0.00	\$2,947.07	\$308.40	\$227.93	93
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	\$14,910.96	\$167.32	\$36.04	100
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	\$5,993.44	\$850.00	\$8,862.52	37
10-4110-620 HISTORIC PRESERVATIO	\$10,000.00	\$18,321.00	\$7,176.50	\$4,836.00	\$0.00	\$6,308.50	26
10-4110-631 ROWAN COUNTY TAX COL	\$24,865.00	\$24,865.00	\$0.00	\$29,103.72	\$223.63	(\$4,238.72)	117
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	\$361,382.00	\$0.00	\$306,765.00	\$0.00	\$54,617.00	85
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	\$685,470.20	\$44,734.76	\$482,035.93	\$3,508.88	\$158,699.51	77

10-4110-631 - will correct with a transfer June 2025

10-4110-212 - will correct with a transfer June 2025

Town of Spencer

Fiscal Period - Fiscal Period 2024/2025 Date Range - 2024-07-01 - 2025-05-29

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	\$263,631.17	\$33,692.91	\$34,171.83	89
10-4130-126 SALARIES/WAGES/TEMPO	\$20,163.00	\$20,163.00	\$0.00	\$17,501.00	\$2,230.00	\$2,662.00	87
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	\$21,568.12	\$2,653.40	\$2,482.88	90
10-4130-182 RETIREMENT	\$42,915.00	\$42,915.00	\$0.00	\$36,251.97	\$4,633.08	\$6,663.03	84
10-4130-183 GROUP INSURANCE	\$40,924.00	\$40,924.00	\$0.00	\$43,851.69	\$4,820.98	(\$2,927.69)	107
10-4130-184 401K CONTRIBUTION	\$11,214.00	\$11,214.00	\$0.00	\$12,342.69	\$1,577.04	(\$1,128.69)	110
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	\$3,181.00	\$1,763.00	\$116.00	96
10-4130-194 CONTRACT SERVICES	\$154,186.00	\$236,764.00	\$108,114.92	\$128,048.62	\$10,220.57	\$600.46	54
10-4130-198 SERVICES-ENGINEERING	\$25,000.00	\$62,611.00	\$23,201.67	\$38,796.09	\$7,471.17	\$613.24	62
10-4130-211 JANITORIAL SUPPLIES	\$1,500.00	\$1,500.00	\$0.00	\$1,190.54	\$205.77	\$309.46	79
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	\$2,372.80	\$534.57	\$627.20	79
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	\$370.13	\$12.00	\$2,349.87	14
10-4130-311 TRAVEL	\$5,573.00	\$5,573.00	\$991.14	\$2,664.60	\$170.65	\$1,917.26	48
10-4130-321 TELEPHONE AND INTERN	\$8,652.00	\$8,652.00	\$0.00	\$6,581.12	\$674.44	\$2,070.88	76
10-4130-325 POSTAGE	\$2,364.00	\$2,364.00	\$0.00	\$1,389.31	\$438.00	\$974.69	59
10-4130-331 UTILITIES	\$25,800.00	\$25,800.00	\$0.00	\$22,166.61	\$1,456.58	\$3,633.39	86
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	\$4,404.00	\$2,364.43	\$1,496.00	\$9,731.57	14
10-4130-370 ADVERTISING	\$6,300.00	\$6,300.00	\$0.00	\$3,967.82	\$974.40	\$2,332.18	63
10-4130-395 TRAINING	\$7,098.00	\$7,098.00	\$722.00	\$2,480.80	\$419.80	\$3,895.20	35
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	\$618.75	\$4,118.99	\$393.75	\$221.26	83
10-4130-440 MAINTENANCE CONTRACT	\$23,332.00	\$23,332.00	\$2,092.70	\$19,615.70	\$3,326.15	\$1,623.60	84
10-4130-441 LICENSE FEE	\$24,597.00	\$24,597.00	\$0.00	\$21,933.31	\$425.65	\$2,663.69	89
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	\$2,643.80	\$140.00	\$2,013.20	57
10-4130-499 MISCELLANEOUS	\$1,000.00	\$1,000.00	\$0.00	\$247.00	\$26.00	\$753.00	25
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	\$140,145.18	\$808,031.09	\$79,755.91	\$85,174.73	92

10-4130-183 & 10-4130-184 - will correct with a transfer June 2025

Town of Spencer

Fiscal Period - Fiscal Period 2024/2025 Date Range - 2024-07-01 - 2025-05-29

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	\$899,360.91	\$115,762.95	\$114,378.09	89
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	\$8,056.76	\$703.00	\$11,034.24	42
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	\$6,424.43	\$820.14	\$710.57	90
10-4310-181 FICA	\$79,639.00	\$79,639.00	\$0.00	\$68,280.25	\$8,489.23	\$11,358.75	86
10-4310-182 RETIREMENT	\$156,572.00	\$156,572.00	\$0.00	\$134,449.21	\$17,304.90	\$22,122.79	86
10-4310-183 GROUP INSURANCE	\$168,064.00	\$168,064.00	\$0.00	\$152,377.35	\$18,793.10	\$15,686.65	91
10-4310-184 401K CONTRIBUTION	\$50,613.00	\$50,613.00	\$0.00	\$44,909.67	\$5,745.04	\$5,703.33	89
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	\$2,245.00	\$0.00	\$2,245.00	\$0.00	\$0.00	100
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	\$3,109.30	\$13,651.48	\$5,551.10	\$2,475.22	71
10-4310-213 SUPPLIES-SAFETY	\$4,775.00	\$4,850.00	\$0.00	\$1,825.39	\$650.35	\$3,024.61	38
10-4310-251 MOTOR FUEL AND LUBRI	\$50,000.00	\$50,781.00	\$3,331.82	\$46,668.18	\$4,163.62	\$781.00	92
10-4310-260 SUPPLIES-OFFICE	\$1,700.00	\$1,700.00	\$0.00	\$1,508.42	\$441.52	\$191.58	89
10-4310-291 SUPPLIES-DATA PROCES	\$5,204.00	\$3,133.00	\$0.00	\$1,935.95	\$1,136.95	\$1,197.05	62
10-4310-296 SUPPLIES-MEDICAL	\$1,010.00	\$1,010.00	\$324.85	\$159.93	\$159.93	\$525.22	16
10-4310-299 SUPPLIES AND MATERIA	\$15,887.00	\$14,947.00	\$3,814.00	\$9,898.39	\$5,220.44	\$1,234.61	66
10-4310-311 TRAVEL	\$1,750.00	\$1,750.00	\$397.13	\$916.30	\$0.00	\$436.57	52
10-4310-321 TELEPHONE AND INTERN	\$16,945.00	\$16,945.00	\$0.00	\$12,628.86	\$1,306.50	\$4,316.14	75
10-4310-329 OTHER COMMUNICATION	\$4,320.00	\$4,320.00	\$330.00	\$3,730.00	\$330.00	\$260.00	86
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	\$835.00	\$752.81	\$56.05	\$912.19	30
10-4310-353 MAINTENANCE-VEHICLES	\$14,000.00	\$26,516.00	\$4,035.21	\$22,255.36	\$2,039.13	\$225.43	84
10-4310-395 TRAINING	\$7,640.00	\$4,640.00	\$0.00	\$1,429.56	\$172.90	\$3,210.44	31
10-4310-440 MAINTENANCE CONTRACT	\$32,432.00	\$32,432.00	\$849.35	\$31,080.29	\$1,515.60	\$502.36	96
10-4310-441 LICENSE FEE	\$17,646.00	\$17,646.00	\$0.00	\$17,623.08	\$19.99	\$22.92	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	\$24,102.00	\$0.00	\$24,102.00	\$358.19	\$0.00	100
10-4310-491 DUES AND SUBSCRIPTIO	\$2,645.00	\$1,645.00	\$0.00	\$250.00	\$0.00	\$1,395.00	15
10-4310-499 MISCELLANEOUS	\$1,200.00	\$1,200.00	\$0.00	\$428.88	\$0.00	\$771.12	36
10-4310-550 CAP.OUTLAY-OTHER EQU	\$0.00	\$8,500.00	\$0.00	\$3,894.00	\$3,894.00	\$4,606.00	46
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	\$1,836,567.01	\$17,026.66	\$1,605,456.50	\$194,634.63	\$214,083.85	88

Town of Spencer

Fiscal Period - Fiscal Period 2024/2025 Date Range - 2024-07-01 - 2025-05-29

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	\$417,140.45	\$50,542.50	\$45,325.55	90
10-4340-122 OVERTIME	\$15,000.00	\$18,600.00	\$0.00	\$48,330.84	\$3,344.72	(\$29,730.84)	260
10-4340-126 PART-TIME/TEMPORARY	\$27,959.00	\$47,959.00	\$0.00	\$34,781.84	\$5,182.50	\$13,177.16	73
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	\$37,841.80	\$4,334.83	\$3,027.20	93
10-4340-182 RETIREMENT	\$72,923.00	\$72,923.00	\$0.00	\$63,548.85	\$7,355.60	\$9,374.15	87
10-4340-183 GROUP INSURANCE	\$69,767.00	\$69,767.00	\$0.00	\$76,100.59	\$8,657.26	(\$6,333.59)	109
10-4340-184 401K CONTRIBUTION	\$22,080.00	\$22,080.00	\$0.00	\$19,151.59	\$2,547.03	\$2,928.41	87
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	\$1,285.00	\$13,624.00	\$0.00	\$4,349.00	71
10-4340-211 JANITORIAL SUPPLIES	\$2,000.00	\$2,000.00	\$640.00	\$1,357.27	\$170.71	\$2.73	68
10-4340-212 UNIFORMS	\$12,500.00	\$15,897.00	\$2,704.37	\$6,716.53	\$368.87	\$6,476.10	42
10-4340-213 SUPPLIES-SAFETY	\$25,785.00	\$43,815.00	\$12,130.00	\$28,429.59	\$650.00	\$3,255.41	65
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	\$8,234.04	\$10,742.44	\$717.91	\$223.52	56
10-4340-260 SUPPLIES-OFFICE	\$1,500.00	\$1,500.00	\$0.00	\$554.88	\$0.00	\$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	\$0.00	\$1,464.01	\$0.00	\$2,035.99	42
10-4340-311 TRAVEL	\$3,050.00	\$3,050.00	\$0.00	\$3,154.72	\$1,119.05	(\$104.72)	103
10-4340-321 TELEPHONE AND INTE	\$10,032.00	\$10,032.00	\$0.00	\$10,976.30	\$1,051.47	(\$944.30)	109
10-4340-331 UTILITIES	\$10,392.00	\$10,392.00	\$0.00	\$10,697.80	\$497.01	(\$305.80)	103
10-4340-351 MAINTENANCE-BUILDING	\$10,800.00	\$10,800.00	\$0.00	\$5,415.51	\$826.80	\$5,384.49	50
10-4340-352 MAINTENANCE-EQUIPMEN	\$4,000.00	\$4,000.00	\$0.00	\$2,775.45	\$10.00	\$1,224.55	69
10-4340-353 MAINTENANCE-VEHICLES	\$15,000.00	\$30,710.00	\$651.32	\$29,437.83	\$0.00	\$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	\$0.00	\$2,582.80	46
10-4340-440 MAINTENANCE CONTRACT	\$2,580.00	\$2,580.00	\$0.00	\$2,954.44	\$252.80	(\$374.44)	115
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	\$4,658.61	\$287.98	\$96.39	98
10-4340-499 MISCELLANEOUS	\$1,000.00	\$1,000.00	\$0.00	\$3,055.98	\$925.00	(\$2,055.98)	306
4340-10-FIRE OPERATIONS	\$940,524.00	\$978,411.00	\$25,644.73	\$885,899.42	\$88,842.04	\$66,866.85	93

Forecasting Fire's expenses to ensure budget as a whole is not over. I will gladly answer any questions!

Town of Spencer

Fiscal Period - Fiscal Period 2024/2025 Date Range - 2024-07-01 - 2025-05-29

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	\$164,100.00	\$0.00	\$141,043.83	\$17,954.62	\$23,056.17	86
10-4510-122 SALARIES/WAGES-OVERT	\$2,000.00	\$2,000.00	\$0.00	\$2,788.57	\$324.50	(\$788.57)	139
10-4510-126 PART-TIME/TEMPORARY	\$17,202.00	\$17,202.00	\$0.00	\$18,313.52	\$3,758.90	(\$1,111.52)	106
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	\$12,038.56	\$1,544.81	\$5,663.44	68
10-4510-182 RETIREMENT	\$31,585.00	\$31,585.00	\$0.00	\$19,638.87	\$2,500.79	\$11,946.13	62
10-4510-183 GROUP INSURANCE	\$45,757.00	\$45,757.00	\$0.00	\$39,077.20	\$5,448.29	\$6,679.80	85
10-4510-184 401K CONTRIBUTION	\$9,854.00	\$9,854.00	\$0.00	\$6,070.38	\$781.07	\$3,783.62	62
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	\$245,152.96	\$130,538.00	\$47,393.00	\$14,366.04	33
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	\$407.50	\$3,281.44	\$148.63	\$811.06	73
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	\$204.68	\$18,129.89	\$23.79	\$3,665.43	82
10-4510-260 SUPPLIES-OFFICE	\$250.00	\$250.00	\$0.00	\$194.45	\$12.99	\$55.55	78
10-4510-299 SUPPLIES AND MATERIA	\$7,000.00	\$7,000.00	\$722.80	\$5,023.09	\$147.97	\$1,254.11	72
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	\$2,197.44	\$252.41	\$379.56	85
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	\$62,035.79	\$5,790.32	(\$2,717.79)	105
10-4510-351 MAINTENANCE-BUILDING	\$4,000.00	\$5,887.00	\$3,499.98	\$8,210.09	\$63.92	(\$5,823.07)	139
10-4510-352 MAINTENANCE-EQUIPMEN	\$4,000.00	\$4,000.00	\$0.00	\$3,641.64	\$1,244.04	\$358.36	91
10-4510-353 MAINTENANCE-VEHICLES	\$9,500.00	\$9,500.00	\$1,998.24	\$3,795.78	\$614.23	\$3,705.98	40
10-4510-354 MAINTENANCE GROUNDS	\$20,000.00	\$20,000.00	\$0.00	\$1,886.89	\$910.00	\$18,113.11	9
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	\$760.40	\$122.40	\$591.60	56
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	\$844,339.00	\$251,986.16	\$505,044.96	\$89,036.68	\$87,307.88	90

10-4510-122 & 10-4510-126 - Part time Mechanic pay was budgeted as a full time position (10-4510-121) at the beginning of FY24-25. Correction to be made June 2025.

Type text here

10-4510-331 - Utilities for streets is primarily Street lighting with Duke Energy being nearly 93% of this expense

10-4510-351 - The encumbrance of 3,499.98 will be canceled 6/3/25 so this line is actually (2,323.09). This is for the wiring for the new compressor.

Town of Spencer

Fiscal Period - Fiscal Period 2024/2025 Date Range - 2024-07-01 - 2025-05-29

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	\$176,633.00	\$0.00	\$131,822.95	\$18,722.94	\$44,810.05	75
10-4710-122 SALARIES/WAGES-OVERT	\$2,500.00	\$2,500.00	\$0.00	\$1,161.96	\$180.87	\$1,338.04	46
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	\$9,482.02	\$1,324.81	\$4,848.98	66
10-4710-182 RETIREMENT	\$25,571.00	\$25,571.00	\$0.00	\$18,158.13	\$2,586.04	\$7,412.87	71
10-4710-183 GROUP INSURANCE	\$38,064.00	\$38,064.00	\$0.00	\$32,589.52	\$4,021.27	\$5,474.48	86
10-4710-184 401K CONTRIBUTION	\$9,367.00	\$9,367.00	\$0.00	\$3,653.51	\$592.55	\$5,713.49	39
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	\$407.50	\$3,968.08	\$197.04	\$1,624.42	66
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	\$69.80	\$12,087.11	\$15.86	\$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	\$641.62	\$102.41	\$863.38	43
10-4710-352 MAINTENANCE-EQUIPMEN	\$3,950.00	\$3,950.00	\$255.72	\$3,365.35	\$987.41	\$328.93	85
10-4710-353 MAINTENANCE-VEHILCES	\$7,000.00	\$7,000.00	\$595.68	\$3,605.71	\$702.31	\$2,798.61	52
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	\$55,384.30	\$5,454.12	\$6,615.70	89
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	\$450,833.00	\$1,328.70	\$357,632.25	\$34,887.63	\$91,872.05	80

Town of Spencer

Fiscal Period - Fiscal Period 2024/2025 Date Range - 2024-07-01 - 2025-05-29

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	\$14,637.16	\$1,827.42	\$1,273.84	92
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	\$1,157.90	\$139.79	\$56.10	95
10-6110-194 CONTRACT SERVICES	\$2,000.00	\$2,000.00	\$0.00	\$1,838.59	\$710.59	\$161.41	92
10-6110-260 SUPPLIES-OFFICE	\$600.00	\$600.00	\$0.00	\$77.47	\$60.37	\$522.53	13
10-6110-299 SUPPLIES	\$2,050.00	\$2,050.00	\$0.00	\$2,121.50	\$399.73	(\$71.50)	103
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	\$1,862.99	\$197.69	\$386.01	83
10-6110-331 UTILITIES	\$9,372.00	\$9,372.00	\$0.00	\$8,755.58	\$524.39	\$616.42	93
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	\$225.75	\$200.00	\$74.25	75
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	\$1,414.42	\$135.20	\$117.58	77
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	\$39,834.43	\$4,195.18	\$4,772.81	90

Town of Spencer

Fiscal Period - Fiscal Period 2024/2025 Date Range - 2024-07-01 - 2025-05-29

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	\$0.00	\$14,541.40	\$2,880.00	\$20,458.60	42
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	\$5,222.52	\$640.76	(\$602.52)	113
10-6120-357 MAINTENANCE-PARKS AN	\$13,100.00	\$13,100.00	\$60.00	\$2,122.53	\$146.93	\$10,917.47	16
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	\$0.00	\$4,000.00	\$4,000.00	\$2,000.00	67
6120-10-RECREATION	\$75,290.25	\$175,290.25	\$60.00	\$26,054.45	\$7,667.69	\$149,175.80	15

10-6120-331 - Overage due to the addition of park cameras mid year.

Town of Spencer

Fiscal Period - Fiscal Period 2024/2025 Date Range - 2024-07-01 - 2025-05-29

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	\$6,050,496.47	\$0.00	\$4,623,190.84	\$197,061.66	\$2,208,809.27	76
	FundExpTot	\$5,339,277.46	\$6,050,496.46	\$482,553.95	\$4,709,989.03	\$502,528.64	\$857,953.48	86
Grand Totals:	TotalRev	\$5,339,277.47	\$6,050,496.47	\$0.00	\$4,623,190.84	\$197,061.66	\$2,208,809.27	76
	TotalExp	\$5,339,277.46	\$6,050,496.46	\$482,553.95	\$4,709,989.03	\$502,528.64	\$857,953.48	86

General Fund Revenues vs Expenses Year to Date = (86,798.19) This means that we had more expenses than revenues YTD.

Town of Spencer

Fiscal Period - Fiscal Period 2024/2025 Date Range - 2024-07-01 - 2025-05-29

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	\$8,320.00	\$1,270.00	\$4,680.00	64
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	\$7,155.99	\$0.00	\$2,844.01	72
0000-20-Revs	\$154,971.00	\$154,971.00	\$0.00	\$150,378.70	\$1,270.00	\$10,455.72	97
4510-20-STREETS OPERATIONS							
-							
20-4510-121 SALARIES/WAGES-REGUL	\$11,990.00	\$11,990.00	\$0.00	\$10,750.87	\$1,373.34	\$1,239.13	90
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	\$837.74	\$105.06	\$64.26	93
20-4510-182 RETIREMENT	\$1,609.00	\$1,609.00	\$0.00	\$1,467.57	\$187.47	\$141.43	91
20-4510-183 GROUP INSURANCE	\$1,889.00	\$1,889.00	\$0.00	\$1,568.82	\$123.62	\$320.18	83
20-4510-184 401K CONTRIBUTION	\$589.00	\$589.00	\$0.00	\$537.57	\$68.67	\$51.43	91
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	\$1,213.65	\$674.25	\$786.35	61
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	\$16,450.00	\$99,567.00	\$23,410.00	\$2,775.00	84
4510-20-STREETS OPERATIONS	\$154,971.00	\$154,971.00	\$18,890.00	\$116,143.22	\$25,942.41	\$19,937.78	87
Reporting Fund: 20-POWELL BILL							
FundRevTot	\$154,971.00	\$154,971.00	\$0.00	\$150,378.70	\$1,270.00	\$10,455.72	97
FundExpTot	\$154,971.00	\$154,971.00	\$18,890.00	\$116,143.22	\$25,942.41	\$19,937.78	87
Grand Totals:							
TotalRev	\$154,971.00	\$154,971.00	\$0.00	\$150,378.70	\$1,270.00	\$10,455.72	97
TotalExp	\$154,971.00	\$154,971.00	\$18,890.00	\$116,143.22	\$25,942.41	\$19,937.78	87

Town of Spencer

Fiscal Period - Fiscal Period 2024/2025 Date Range - 2024-07-01 - 2025-05-29

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	\$365,082.00	\$0.00	\$306,765.00	\$0.00	\$58,317.00	84
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	\$1,084,605.00	\$0.00	\$996,765.00	\$0.00	\$87,840.00	92
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	\$0.00	(\$10.24)	32
4310-30-POLICE OPERATIONS		\$64,754.00	\$95,179.00	\$4,895.05	\$90,208.20	\$0.00	\$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	\$73,199.00	\$60,000.00	\$13,199.00	\$0.00	\$0.00	18
4710-30-SOLID/YARD OPERATIONS		\$13,199.00	\$73,199.00	\$60,000.00	\$13,199.00	\$0.00	\$0.00	100
Reporting Fund: 30-CAPITAL RESERVE AND REPLACEMENT FUND								
FundRevTot		\$326,511.00	\$1,084,605.00	\$0.00	\$996,765.00	\$0.00	\$87,840.00	92
FundExpTot		\$326,511.00	\$1,084,605.00	\$64,895.05	\$1,007,246.27	\$0.00	\$12,463.68	99
Grand Totals:								
TotalRev		\$326,511.00	\$1,084,605.00	\$0.00	\$996,765.00	\$0.00	\$87,840.00	92
TotalExp		\$326,511.00	\$1,084,605.00	\$64,895.05	\$1,007,246.27	\$0.00	\$12,463.68	99

Town of Spencer

Fiscal Period - Fiscal Period 2024/2025 Date Range - 2024-07-01 - 2025-05-29

Account		Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
Reporting Fund: 70-HEALTH INSURANCE REIMBURSEMENT								
0000-70-Revs								
-								
70-3839-000 Miscellaneous Revenu		\$0.00	\$0.00	\$0.00	\$95,000.00	\$20,000.00	\$95,000.00	0
0000-70-Revs		\$0.00	\$0.00	\$0.00	\$95,000.00	\$20,000.00	\$95,000.00	0
4130-70-ADMINISTRATION								
-								
70-4130-187 INSURANCE REIMBURSEM		\$0.00	\$0.00	\$0.00	\$93,035.65	\$14,481.76	(\$93,035.65)	0
4130-70-ADMINISTRATION		\$0.00	\$0.00	\$0.00	\$93,035.65	\$14,481.76	(\$93,035.65)	0
Reporting Fund: 70-HEALTH INSURANCE REIMBURSEMENT								
FundRevTot		\$0.00	\$0.00	\$0.00	\$95,000.00	\$20,000.00	\$95,000.00	0
FundExpTot		\$0.00	\$0.00	\$0.00	\$93,035.65	\$14,481.76	(\$93,035.65)	0
Grand Totals:	TotalRev	\$0.00	\$0.00	\$0.00	\$95,000.00	\$20,000.00	\$95,000.00	0
	TotalExp	\$0.00	\$0.00	\$0.00	\$93,035.65	\$14,481.76	(\$93,035.65)	0

Town of Spencer

Fiscal Period - YADKIN RIVER TRAILHEAD Date Range - 2020-07-01 - 2025-05-29

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	\$640,075.00	\$0.00	\$640,074.40	\$450.00	\$0.60	100
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	\$825,333.00	\$0.00	\$825,332.40	\$450.00	\$0.60	100
4130-90-ADMINISTRATION							
-							
90-4130-370 ADVERTISING	\$0.00	\$157.00	\$0.00	\$156.35	\$0.00	\$0.65	100
4130-90-ADMINISTRATION	\$0.00	\$157.00	\$0.00	\$156.35	\$0.00	\$0.65	100
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	\$69,816.00	\$0.00	\$69,816.05	\$4,561.47	(\$0.05)	100
90-4910-499 MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
90-4910-580 CO-INFRASTRUCTURE	\$130,017.00	\$719,297.00	\$0.00	\$719,296.43	\$89,372.54	\$0.57	100
90-4910-910 TRANSFER TO GENERAL	\$0.00	\$36,011.00	\$0.00	\$0.00	\$0.00	\$36,011.00	0
4910-90-LAND MANAGEMENT	\$134,817.00	\$825,176.00	\$0.00	\$789,164.48	\$93,934.01	\$36,011.52	96
Reporting Fund: 90-YADKIN RIVER TRAIL							
FundRevTot	\$134,817.00	\$825,333.00	\$0.00	\$825,332.40	\$450.00	\$0.60	100
FundExpTot	\$134,817.00	\$825,333.00	\$0.00	\$789,320.83	\$93,934.01	\$36,012.17	96
Grand Totals:							
TotalRev	\$134,817.00	\$825,333.00	\$0.00	\$825,332.40	\$450.00	\$0.60	100
TotalExp	\$134,817.00	\$825,333.00	\$0.00	\$789,320.83	\$93,934.01	\$36,012.17	96

Town of Spencer

Fiscal Period - CORONAVIRUS ARPA GRANT PROJECT Date Range - 2021-07-01 - 2025-05-29

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							
-							
91-3831-000 INVESTMENT EARNINGS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
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							
-							
91-4210-121 SALARIES/WAGES-REGUL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
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	\$83,976.92	\$0.00	100
4210-91-CORONAVIRUS ARPA	\$1,037,997.00	\$1,037,997.00	\$0.00	\$1,037,997.00	\$83,976.92	\$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	\$83,976.92	\$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	\$83,976.92	\$0.00	100

Town of Spencer

Fiscal Period - DOWNTOWN PARK PROJECT Date Range - 2021-07-01 - 2025-05-29

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	\$1,175,000.00	\$406,834.10	\$500,000.00	70
92-3985-241 DOWNTOWN PARK DONATI	\$0.00	\$385,000.00	\$0.00	\$223,611.00	\$48,288.00	\$161,389.00	58
92-3985-850 GENERAL FUND TRANSFE	\$100,000.00	\$403,000.00	\$0.00	\$403,000.00	\$17,490.00	\$0.00	100
0000-92-Revs	\$100,000.00	\$2,463,000.00	\$0.00	\$1,801,611.00	\$472,612.10	\$661,389.00	73
6120-92-RECREATION							
-							
92-6120-194 TOWN PARK CONTRACTED	\$0.00	\$160,000.00	\$0.00	\$160,641.00	\$17,490.00	(\$641.00)	100
92-6120-580 CO-INFRASTRUCTURE	\$100,000.00	\$2,303,000.00	\$245,694.10	\$1,672,292.20	\$307,770.50	\$385,013.70	73
6120-92-RECREATION	\$100,000.00	\$2,463,000.00	\$245,694.10	\$1,832,933.20	\$325,260.50	\$384,372.70	84
Reporting Fund: 92-DOWNTOWN PARK PROJECT							
FundRevTot	\$100,000.00	\$2,463,000.00	\$0.00	\$1,801,611.00	\$472,612.10	\$661,389.00	73
FundExpTot	\$100,000.00	\$2,463,000.00	\$245,694.10	\$1,832,933.20	\$325,260.50	\$384,372.70	84
Grand Totals:							
TotalRev	\$100,000.00	\$2,463,000.00	\$0.00	\$1,801,611.00	\$472,612.10	\$661,389.00	73
TotalExp	\$100,000.00	\$2,463,000.00	\$245,694.10	\$1,832,933.20	\$325,260.50	\$384,372.70	84

Town of Spencer

Fiscal Period - COMMUNITY DEV BLOCK GRANT Date Range - 2023-10-10 - 2025-05-29

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	\$0.00	\$358,854.43	52
0000-95-Revs		\$750,000.00	\$750,000.00	\$0.00	\$391,145.57	\$0.00	\$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	\$775.00	\$309,104.43	54
95-4195-695 CDBG NR ADMIN		\$70,000.00	\$75,000.00	\$0.00	\$34,707.00	\$256.40	\$40,293.00	46
4195-95-CDBG GRANT		\$750,000.00	\$750,000.00	\$0.00	\$400,602.57	\$1,031.40	\$349,397.43	53
Reporting Fund: 95-CDBG-NR GRANT PROJECT								
	FundRevTot	\$750,000.00	\$750,000.00	\$0.00	\$391,145.57	\$0.00	\$358,854.43	52
	FundExpTot	\$750,000.00	\$750,000.00	\$0.00	\$400,602.57	\$1,031.40	\$349,397.43	53
Grand Totals:								
	TotalRev	\$750,000.00	\$750,000.00	\$0.00	\$391,145.57	\$0.00	\$358,854.43	52
	TotalExp	\$750,000.00	\$750,000.00	\$0.00	\$400,602.57	\$1,031.40	\$349,397.43	53

Town of Spencer

Fiscal Period - 17 ST STORMWATER IMROVEMENTS Date Range - 2024-02-01 - 2025-05-29

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	\$0.00	\$1,738,165.00	11
0000-96-Revs		\$1,959,462.00	\$1,959,462.00	\$0.00	\$221,297.00	\$0.00	\$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	\$0.00	\$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	\$0.00	\$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

Town of Spencer

Fiscal Period - STANBACK FOREST & TRAILS Date Range - 2025-05-13 - 2025-05-29

Account		Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
Reporting Fund: 97-STANBACK FOREST CENTER & TRAILS								
0000-97-Revs								
-								

97-3985-002 OTHER GRANTS		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
97-3985-241 STANBACK FOREST DONA		\$350,000.00	\$350,000.00	\$0.00	\$0.00	\$0.00	\$350,000.00	0
97-3985-850 GENERAL FUND TRANSFE		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
0000-97-Revs		\$350,000.00	\$350,000.00	\$0.00	\$0.00	\$0.00	\$350,000.00	0
6120-97-RECREATION								
-								

97-6120-194 CONTRACTED SERVICES		\$100,000.00	\$100,000.00	\$0.00	\$0.00	\$0.00	\$100,000.00	0
97-6120-580 CAPITAL OUTLAY - INF		\$250,000.00	\$250,000.00	\$0.00	\$0.00	\$0.00	\$250,000.00	0
6120-97-RECREATION		\$350,000.00	\$350,000.00	\$0.00	\$0.00	\$0.00	\$350,000.00	0
Reporting Fund: 97-STANBACK FOREST CENTER & TRAILS								
	FundRevTot	\$350,000.00	\$350,000.00	\$0.00	\$0.00	\$0.00	\$350,000.00	0
	FundExpTot	\$350,000.00	\$350,000.00	\$0.00	\$0.00	\$0.00	\$350,000.00	0

Grand Totals:	TotalRev	\$350,000.00	\$350,000.00	\$0.00	\$0.00	\$0.00	\$350,000.00	0
	TotalExp	\$350,000.00	\$350,000.00	\$0.00	\$0.00	\$0.00	\$350,000.00	0

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Rowan's Original Gateway.

Agenda Item Coversheet

Meeting Date: 06/10/2025

Agenda Item #: . g.

Agenda Item Title: Active Living 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 Report
2. PRAB Updates

May Report for Spencer Library



On May 14th, the library sponsored a Springtime in Paris event with delicious croissants donated by Spencer Deli, French chocolates and madeleines. T. C. Costello of Greenville, South Carolina entertained the group of women with accordion music from France such as La Vie en Rose and other popular French songs. Videos from YouTube featuring various areas of Paris were shown on a big screen while Mr. Costello was playing *Sous les Toits de Paris* and some Edith Piaf hits. Afterwards, several novels with French settings were displayed and some patrons read select paragraphs from these books. We thank Beth Nance for the loan of several small cafe tables.

Spencer Public Library May Statistics

Day	Door Count	Adult Circulation	Children Circulation	Research Questions	New Cards Issued	Students Tutored	Volunteers/ Tutors	Corresponding Due Date
Mon., 5/5/2025	7	3	4	2				5/20/2025
Tue., 5/6/2025	8	5	5		3			5/21/2025
Wed., 5/7/2025	6	2		2	1			5/22/2025
WEEK TOTAL:	21	10	9	4	4			
Mon., 5/12/2025	1	3		2				5/27/2025
Tue., 5/13/2025	7		5	1				5/28/2025
Wed., 5/14/2025	16	3	5	2				5/29/2025
WEEK TOTAL:	24	6	10	5				
Mon., 5/19/2025	8	5	9	2	2			6/3/2025
Tue., 5/20/2025	9	5						6/4/2025
Wed., 5/21/2025	2	2		2				6/5/2025
WEEK TOTAL:	19	12	9	4	2			
Mon., 5/26/2025	2			3				6/10/2025
Tue., 5/27/2025	7	2						6/11/2025
Wed., 5/28/2025	2	8						6/12/2025
WEEK TOTAL:	11	10		3				
MONTH TOTAL:	75	38	28	16	6			



ACTIVE LIVING MONTHLY REPORT

- Parks and Recreation Advisory Board (PRAB) held their monthly meeting on June 4, 2025
 - o Alderwoman Erin Moody attended for the first time as the PRAB liaison and took notes in Town Clerk Anna K. Ward's absence.
 - o Planning & Zoning Administrator Steve Blount presented information about progress on the Grant's Creek Greenway and discussed possible incentives for landowners who may choose to donate land.
 - o Special Projects Planner Joe Morris presented the PRAB with a finalized copy of the PRAB by-laws.
 - o Chair Bob Pendergrass presented his trail signage study of the Stanback Educational Forest, including the quantity and location of signs and pylons he felt would be necessary.
 - o Vice Chair Dionne Dixon requested and volunteered to create a plan for the 8th Street Ballpark and summer activity program. Special Projects Planner Morris has an upcoming meeting with the local YMCA regarding the program.
 - o The Board reiterated the need for a Memorandum of Understanding (MOU) with the ball league that utilizes the 8th Street Ballpark.
 - o Special Projects Planner Morris provided an update on the Town Park Capital Campaign, stating an additional \$50,000 will be sought after the park opens to add more landscaping. The opening ceremony is set to take place on June 28, 2025, at 4:00 p.m.
 - o Special Projects Planner Morris updated the PRAB on the status of the Active Living Coordinator hiring process.
- Active Living Coordinator hiring process update:
 - o Two candidates are being considered, but no offer has been made pending the adoption of the FY26 Budget.
 - o Candidates will be updated once the Board of Aldermen has decided whether to fund the position.

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Rowan's Original Gateway.

Agenda Item Coversheet

Meeting Date: 06/10/2025

Agenda Item #:

Agenda Item Title: Town Manager's Report

Category: Town Manager's Report

Presenter(s): Peter Franzese, Town Manager

Explanation:

NCCCMA and Carolina K-12 to host Teachers Seminar in Rowan for second year

Once again NCCCMA has partnered with Carolina K-12 to bring a teacher seminar back to Rowan County. The goal is to help NC educators be prepared to teach civics and local government in their classrooms, accurate to how things work in our state... and also to inspire good citizenship in general. This year's event will be Tuesday, July 22 and Wednesday, July 23, mostly at the Paul Fisher Gateway Building in Salisbury. We are coordinating with local governments in our area to serve as panelists, etc. We would like local civics educators to be able to participate, although the event will draw from a statewide audience. Please visit the Carolina K-12 website to learn more: [Re-Engage 2025: NC Local Government & You - Carolina Public Humanities](#)

Town Park construction and community campaign: Through eight months of construction, significant rain in the last month has pushed the schedule back slightly, although we are still within the 9-month contract window. Just a few finishing touches are needed in the Multi-Purpose Pavilion. Recent site work includes installation of the water feature and irrigation. Signage and landscaping are major elements left to complete, along with fixtures and furnishings. We will work through finishing touches and punch list items in June, and remain on track for a grand opening on June 28, the day of the NCTM Community Fireworks event. Depending on the timing of the landscaping, the June 28 event may require keeping attendees out of certain landscaped areas.

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 \$333,686:

- \$333,398 – previously noted.
- Pat Sledge – additional donation of \$288 to help us reach base goal.

We have raised 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: \$51,314. Learn more:

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

Attachment(s): ☐ Yes ☒ No