



**Board of Aldermen
Pre-Agenda Meeting
Agenda Packet
July 3, 2025**



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

DATE
July 3, 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 – Rezoning of Parcel 323A015 at 1835 Hollywood Drive From SFR-1 to SFR-2**
- 4. PUBLIC HEARING – Text Amendment Authorizing Zoning and Subdivision Administrator to Assign Street Addresses as Needed**
- 5. PUBLIC HEARING – Growth Agreement Between Spencer and East Spencer**
- 6. REVIEW OF JULY 8, 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**

- 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:** *June 5, 2025, Pre-Agenda Meeting Minutes*
June 10, 2025, Regular Meeting Minutes
June 28 2025, Called Meeting Minutes
- b. CONSIDER AMENDING** – *Personnel Policy Article VI*

8. CONSIDER APPOINTING – *Greg Beam and Donald Walser to the Planning & Zoning Board of Adjustment*

9. CONSIDER ADOPTING – *Ordinance 25-12 Amending the Town's Official Zoning Map Dated September 10, 2024, Rezoning Rowan County GIS System Parcel Number 323A015 Located at 1835 Hollywood Drive from SFR-1 to SFR-2 Zoning Classification*

10. CONSIDER ADOPTING – *Ordinance 25-13 Amending the Town's Development Ordinance Authorizing the Zoning and Subdivision Administrator to Assign and Change Addressing Numbers*

11. CONSIDER ADOPTING – *Ordinance 25-14 Approving an Annexation Agreement Between the Town of Spencer, North Carolina, and Town of East Spencer, North Carolina*

12. PROVIDE GUIDANCE – *Text Amendment for Alternate Uses of Sidewalks and Alleyways*

13. DEPARTMENTAL REPORTS

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

14. TOWN MANAGER REPORT

15. REQUESTS & COMMENTS *by the Mayor and Board Members*

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

17. ADJOURNMENT

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

8. ADJOURNMENT

704-633-2231
spencernc.gov



Post Office Box 45
Spencer, NC 28159-0045

Agenda Item Coversheet

Meeting Date: 07/03/2025

Agenda Item #: 3

Agenda Item Title: Public Hearing for Rezoning of parcel 323A015 at 1835 Hollywood Dr from SFR-1 to SFR-2

Category: Pre-Agenda

Presenter(s): Steve Blount, Planner

Explanation:

Property owner is requesting rezoning to facilitate a proposed subdivision of property to allow construction of a new single-family home

Financial Impact:

None

Recommendations:

Hold public hearing.

Attachment(s): ☒ Yes ☐ No

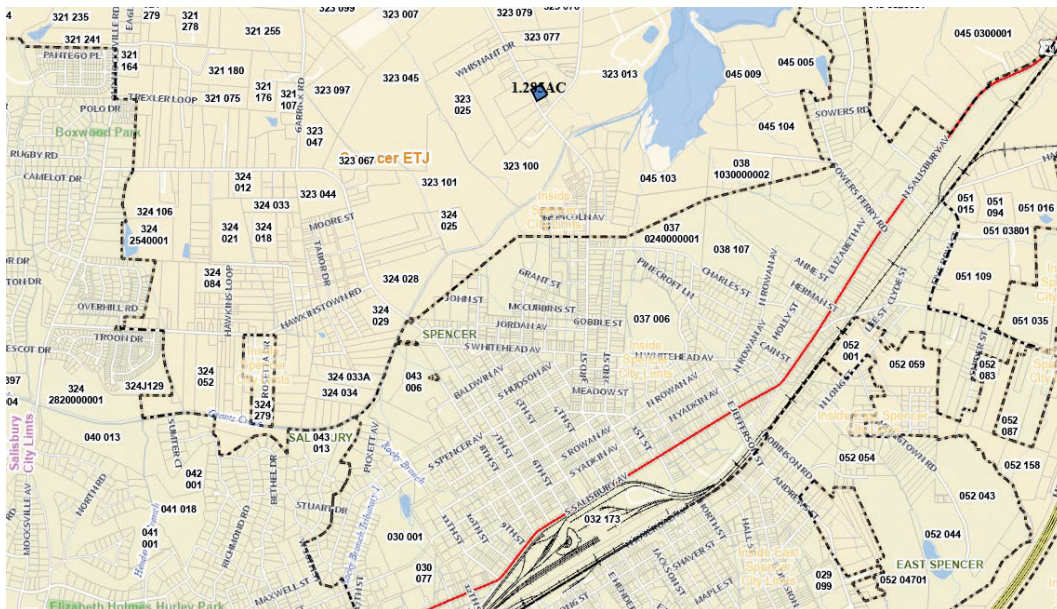
1. Presentation Materials

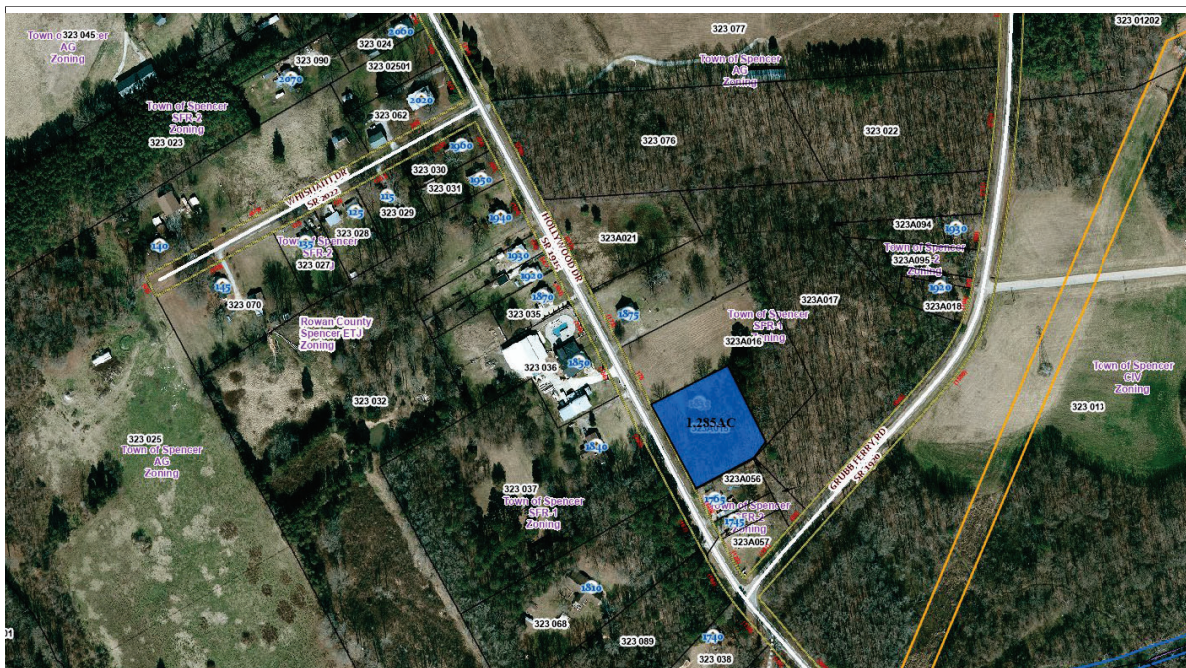
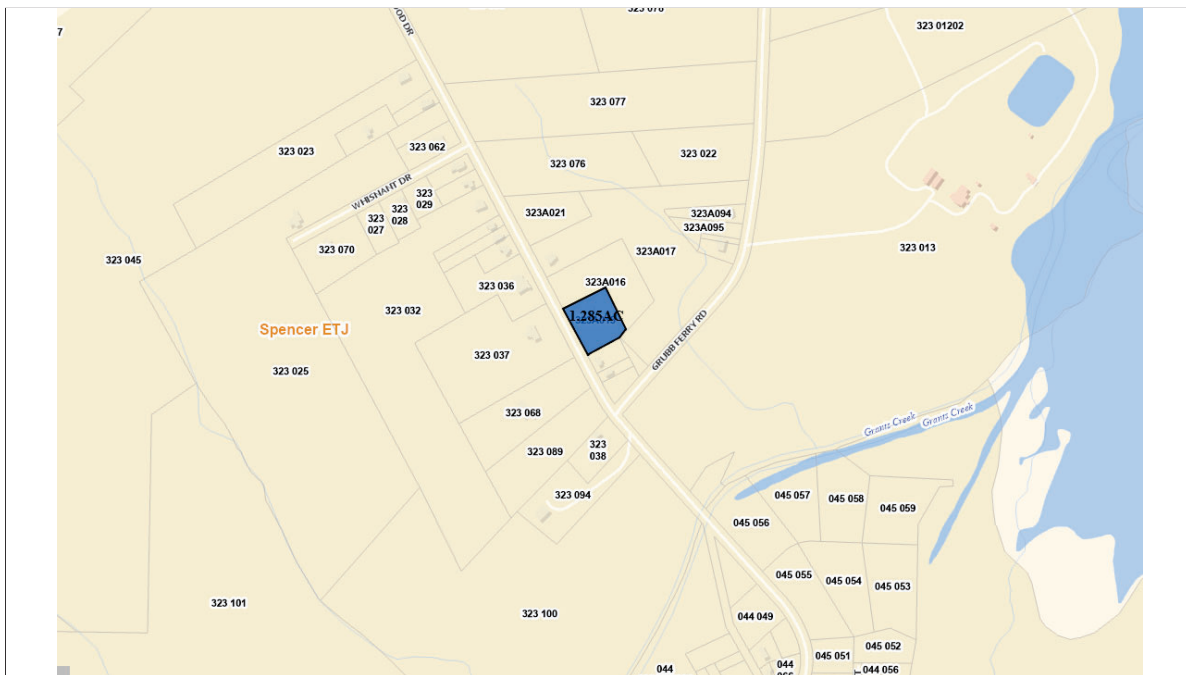
1835 Hollywood Drive

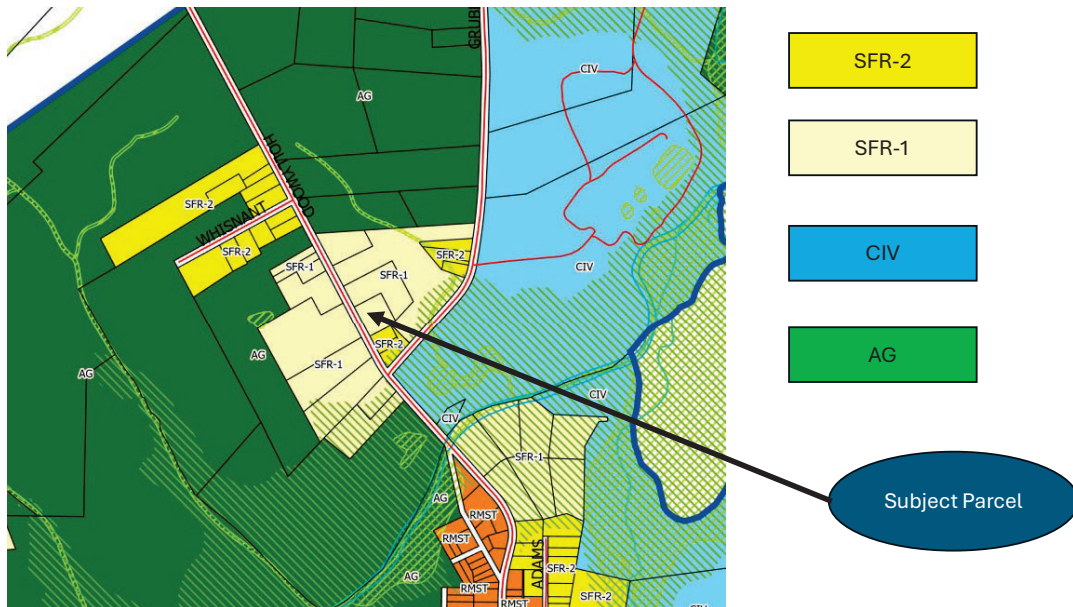
Parcel 323A015

Rezoning SFR-1 to SFR-2

- 1.29 calculated acres (vs 1.44 acres deeded)
- 252' lot width
- Wants to subdivide to build a new single-family home
- Located in Spencer's ETJ, not in Town Limits, so no services will be required







	SFR-1	SFR-2	SFR-3
LOT DIMENSIONS			
Minimum Lot Size (gross square feet)	34,900	17,450	11,600
Minimum Lot Width measured at Front Street Setback	133'	72'	60'
PRINCIPAL STRUCTURES			
Minimum Front Street Setback measured from Street Right-of-way	42'	33'	20'
Minimum Rear Yard Setback	16'	9'	8'
Minimum Side Yard Setback	16'	9'	8'
Minimum Corner Lot Side Street Setback measured from Street Right- of-way	24'	21'	17'



$$252' / 3 = 84'$$

5.23.25	Application to rezone
6.9.25	Planning Board
6.24.25	Neighborhood Meeting
6.15.25 & 6.22.25	Advertise for public hearing
7.3.25	Public Hearing
7.8.25	Board of Aldermen



Date 5.28.25

RE: Legal Advertisement

Please place the following ad in your paper in the legal notices section on Sunday 6.15.25 and Sunday 6.22.25. Please send billing by return email and confirmation that the ad was run after running.

Contact me with any questions.

Steve Blount
Town of Spencer
PO Box 45
Spencer, NC 28159
704-633-2231, ext 28

TEXT

The Town of Spencer Board of Aldermen will hold a legislative public hearing at or soon after 5:30 PM at their regularly scheduled meeting on July 3, 2025 in the Board Meeting Room located at 460 S Salisbury Ave., Spencer, NC 28159.

The purpose of the public hearing is to receive public comments on a rezoning of property located at 1835 Hollywood Dr from SFR-1 to SFR-2. More information is available for review on the Town's website at www.spencernc.gov or you can see a copy at Town Hall.

Contact Steve Blount at 704-633-2231. Ext 28 with any questions. Public comments may also be submitted in writing or by email to the Town Clerk at award@spencernc.gov.

704-633-2231
spencernc.gov



Post Office Box 45
Spencer, NC 28159-0045

Agenda Item Coversheet

Meeting Date: 07/08/2025

Agenda Item #: 4

Agenda Item Title: Public hearing for text amendment authorizing Zoning and Subdivision
Administrator to assign street addresses as needed

Category: Pre-Agenda

Presenter(s): Steve Blount, Planner

Explanation:

Currently our Development Ordinance does not assign this authority

Financial Impact:

None

Recommendations:

Hold public hearing.

Attachment(s): ☒ Yes ☐ No

1. Presentation Materials

MEMO

Date: 6.10.25

By: Steve Blount

RE: Addressing Policy

Narrative:

Assigning street numbers to new lots created by subdivision or to a new house being built on an existing lot that never was assigned a numerical designation (i.e., shown a "0" Yadkin Ave) is done by me when issuing zoning permits. To assign these numbers, we follow Rowan County's 911 system numbering policy as far as sequencing, odd numbers vs even numbers and block recognition. Sometimes a new infill lot requires a number, and the existing sequencing requires that neighboring lots have their addresses changed, too. There are also situations where over time, the sequencing has gotten confused, and we step in to correct a group of addresses at one time. This is what we did on 3rd Street earlier this year.

Having your address changed is an inconvenience to existing property owners so we always try to find a way to avoid the change if possible. In a recent case, the impacted property owner asked what authority I had to change her address, and I didn't have a good answer. While our Development Ordinance addresses street naming in Section 16.2-6, no where could I find authority or a prescribed process for issuing or changing a street address number.

While further searching NC General Statutes, I found that while counties are given street naming and address numbering authority and process direction by GS 153A-239.1, there is no corresponding statute for municipalities. With no specific statutory authority, we will fall back on Section 160A-174 (general ordinance-making power) and 160A-296 (establishment and control of streets) to craft a text amendment to our Development Ordinance assigning street naming and numbering authority within our municipal boundaries to the Zoning and Subdivision Administrator. The following is the proposed amendment language:

Add Section 2.24 as follows

2.24 Street Addressing

- 1) The Town's Zoning and Subdivision Administrator shall assign street address numbers to houses and commercial structures as needed for new lots created by subdivision of property, use of unaddressed parcels, or other unforeseen circumstances.
- 2) When assigning addresses, Rowan County's GIS and 911 systems' sequencing objectives will be followed as closely as possible. This includes but is not limited to numerical sequencing, block numbering, odd numbers on one side of street and even on the other, etc. The Administrator will consult with Rowan County's planning staff when assigning street numbers and will confirm address assignments or changes when completed.

- 3) If unavoidable, adjacent or nearby properties with existing addresses may have their addresses changed to provide correct sequencing per Rowan County's GIS and 911 systems. When these changes are made, the Administrator shall notify the affected property owners of the change by 1st class mail.
- 4) Existing sequencing problems will be rectified as appropriate.



Date 6.12.25

RE: Legal Advertisement

Please place the following ad in your paper in the legal notices section on Sunday 7.20.25 and Sunday 7.27.25. Please send billing by return email and confirmation that the ad was run after running.

Contact me with any questions.

Steve Blount
Town of Spencer
PO Box 45
Spencer, NC 28159
704-633-2231, ext 28

TEXT

The Town of Spencer Board of Aldermen will hold a legislative public hearing at or soon after 5:30 PM at their regularly scheduled meeting on August 7, 2025 in the Board Meeting Room located at 460 S Salisbury Ave., Spencer, NC 28159.

The purpose of the public hearing is to receive public comments on Development Ordinance text amendment authorizing the Zoning and Subdivision Administrator to assign street addresses. More information is available for review on the Town's website at www.spencernc.gov or you can see a copy at Town Hall.

Contact Steve Blount at 704-633-2231. Ext 28 with any questions. Public comments may also be submitted in writing or by email to the Town Clerk at award@spencernc.gov.

704-633-2231
spencernc.gov



Post Office Box 45
Spencer, NC 28159-0045

Rowan's Original Gateway.

Agenda Item Coversheet

Meeting Date: 07/03/2025

Agenda Item #: 5

Agenda Item Title: Public Hearing for Growth Agreement between Spencer and East Spencer

Category: Pre-Agenda

Presenter(s): Steve Blount, Planner

Explanation:

Similar to agreement recently adopted between Salisbury and Spencer, this would define a line between Spencer and East Spencer defining which municipality has the preapproved right to annex properties and potential future growth on the eastern side of both municipalities.

Financial Impact:

None

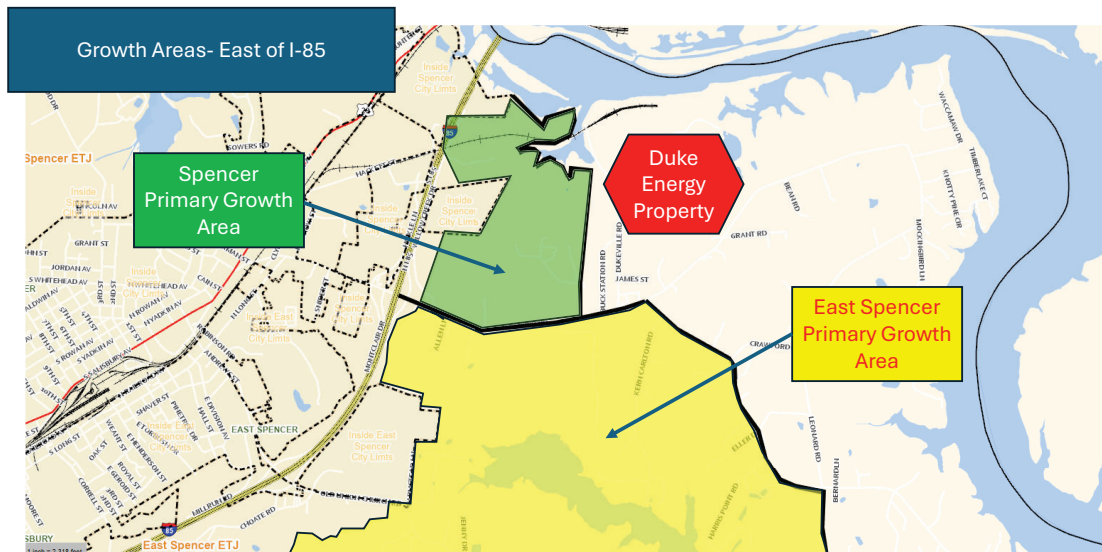
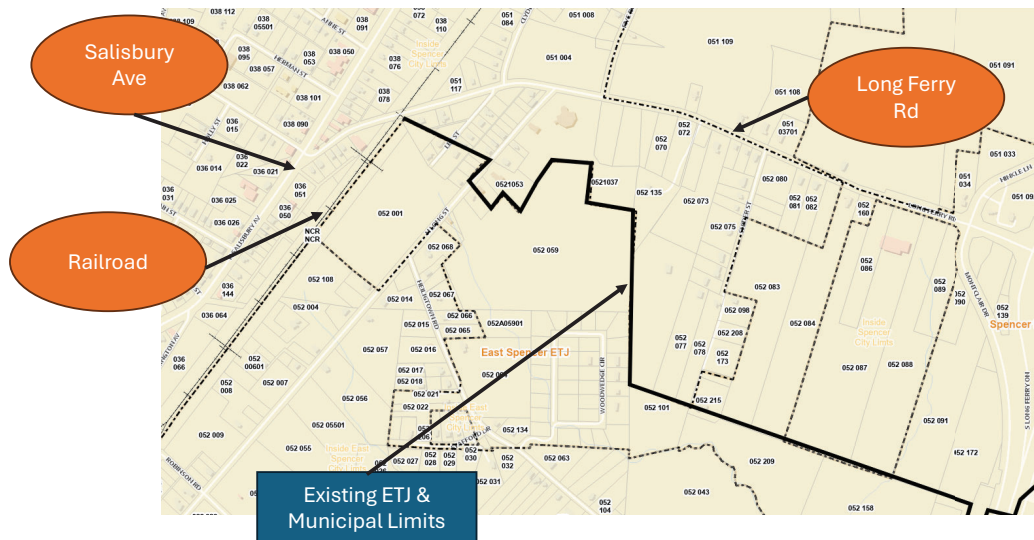
Recommendations:

Hold public Hearing.

Attachment(s): ☒ Yes ☐ No

1. Presentation Materials

Spencer/East Spencer Growth Agreement





Date 6.12.25

RE: Legal Advertisement

Please place the following ad in your paper in the legal notices section on Sunday 6/22/25.
Please send billing by return email and confirmation that the ad was run after running.

Contact me with any questions.

Steve Blount
Town of Spencer
PO Box 45
Spencer, NC 28159
704-633-2231, ext 28

TEXT

The Town of Spencer Board of Aldermen will hold a legislative public hearing at or soon after 5:30 PM at their regularly scheduled meeting on July 3, 2025 in the Board Meeting Room located at 460 S Salisbury Ave., Spencer, NC 28159.

The purpose of the public hearing is to receive public comment on a proposed future growth agreement between the Town of East Spencer and the Town of Spencer. This agreement defines a boundary between the two municipalities basically following our existing ETJ boundaries and then following Long Ferry Road. A map depicting these areas is available on our website and at Town Hall. The agreement is meant to facilitate future voluntary annexations in these areas but does not represent any planned annexations of property in this area. More information is available for review on the Town's website at www.spencernc.gov or you can see a copy at Town Hall.

Contact Steve Blount at 704-633-2231. Ext 28 with any questions. Public comments may also be submitted in writing or by email to the Town Clerk at award@spencernc.gov.

704-633-2231
spencernc.gov



Post Office Box 45
Spencer, NC 28159-0045

Rowan's Original Gateway.

Agenda Item Coversheet

Meeting Date: 07/08/2025

Agenda Item #: 7. a.

Agenda Item Title: Approval of June 2025 Minutes

Category: Consent Agenda

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

Explanation:

Town Clerk Ward has drafted minutes for the Board of Aldermen Pre-Agenda Meeting held on June 5, 2025, the Regular Meeting held on June 10, 2025, and the Called Meeting held on June 28, 2025.

Financial Impact:

None

Recommended Motion:

Approve the minutes from the Pre-Agenda Meeting held on June 5, 2025, the Regular Meeting held on June 10, 2025, and the Called Meeting held on June 28, 2025.

Attachment(s): ☒ Yes ☐ No

1. June 5, 2025, Pre-Agenda Meeting Minutes (draft)
2. June 10, 2025, Regular Meeting Minutes (draft)
3. June 28, 2025, Called Meeting Minutes (draft)

MINUTES
Spencer Board of Aldermen
Pre-Agenda Meeting
June 5, 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, June 5, 2025, at 5:31 p.m.

Present were: Mayor Jonathan Williams
Mayor Pro Tempore Patti Secreast
Alderman Steve Miller
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, Public Works Director Joel Taylor, Fire Chief Michael Lanning, Police Chief Michael File, Special Projects Planner Joe Morris, Planning & Zoning Administrator Steve Blount, Fire Captain Austin Waller, Fire Captain Dakota Anderson, Fire Captain Stephan Arnold, Firefighter Kolby Smith, Part-time Fire Engineer David Keyser, Police Lieutenant Brian Leonard, Police Lieutenant Timothy Everett, Police Sergeant Nicholas O'Brien, Police Detective Tyler Honeycutt, Police Corporal Gregory Molaro, Police Corporal Wayne Comer, School Resource Officer Casey Padgett, School Resource Officer John Reep, Police Officer James Nutt, Police Officer Trenton Puckett, Police Officer April Murph, Police Officer Jayce Dryden, Police Officer Austin Moore, Reserve Officer John Howard, and Accounting Clerk Christie Hutchinson.

Alderwoman Erin Moody was absent.

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

Alderwoman Sledge entered the Board Room at 5:34 p.m.

PUBLIC HEARING – Proposed Fiscal Year 2025 – 2026 Budget

Town Manager Franzese gave a presentation regarding the Proposed Fiscal Year 2025 – 2026 Budget and answered questions from the Mayor and Board.

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.

Mayor Williams opened the public hearing.

The following people spoke against the Proposed Fiscal Year 2025 – 2026 Budget:

1. Leslie Talbott, 308 N. Salisbury Ave.
2. Greg Bennet, 406 S. Hudson Ave.
3. Karla Gray, 211 N. Yadkin Ave.

Being no one else present wishing to speak, Mayor Williams called for a motion to close the public hearing on the Proposed Fiscal Year 2025 – 2026 Budget.

Action

Alderdwoman Sledge moved to close the public hearing on the Proposed Fiscal Year 2025 – 2026 Budget. Alderman Muhammad seconded the motion, which carried by a vote of 5 – 0.

The Mayor and Board provided comments about the proposed budget and discussed the following topics: the difficulty of this year's budget; the need to balance not raising taxes with cutting services; State funding sources for paving streets and repairing sidewalks; the need to retain talented staff members; recent positive changes in Spencer that are bringing new residents and businesses; possible need to freeze staff positions; importance of properly compensating current staff; and different tax options.

Town Manager Franzese presented the summarized updates and answered questions from the Mayor and Board.

CONSIDER ADOPTING – Budget Ordinance Amendment 24-10.021 Police Vehicle Replacement

Finance Officer Kann and Police Chief File gave a presentation regarding Budget Ordinance Amendment 24-10.021 Police Vehicle Replacement and answered questions from the Mayor and Board. Police vehicle 04 was involved in an accident on March 30, 2025, that resulted in the vehicle being totaled.

The Police Chief has identified a 2025 Ford Explorer available for purchase at \$41,130, plus tax and title of \$1,291. The upfit of the car is \$9,228, bringing the total price to \$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 appropriate funds from the 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 by savings in the FY24-25 Police Budget.

Action

Mayor Pro Tempore Secreast moved to adopt Budget Ordinance Amendment 24-10.021 Police Vehicle Replacement, which is incorporated in the body of the minutes below. Alderman Miller seconded the motion, which carried by a vote of 5 – 0.

ORDINANCE 24-10.021

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:

Revenues				
Account	Title	Current Budget	Amended Budget	(Decrease) Increase
10-3838-000	Insurance Reimbursement	\$11,847	\$41,847	\$30,000
Expenditures				
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:

Revenues				
Account	Title	Current Budget	Amended Budget	(Decrease) Increase
30-3984-010	General Fund Contribution	\$365,082	\$416,731	<u>\$51,649</u>
	Total			\$51,649
Expenditures				
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.

REVIEW OF JUNE 10, 2025, AGENDA

INVOCATION

Alderman Muhammad volunteered to give the invocation at the at the June 10, 2025, regular meeting.

ADDITIONS/DELETIONS

It was the consensus of the Board to add two mural updates as items nine and ten after item eight, which is the budget ordinance for Woodson grant.

RECOGNITIONS

Mayor Pro Tempore Secreast wished to recognize the following:

1. 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

CONSENT AGENDA

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

- a. **APPROVAL OF MINUTES:**
 - May 8, 2025, Pre-Agenda Meeting Minutes
 - May 13, 2025, Regular Meeting Minutes
 - May 22, 2025, Recessed Meeting Minutes

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

EXECUTIVE SESSION

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

ADJOURNMENT

Alderman Muhammad moved to adjourn the meeting. Alderman Miller seconded the motion, which carried by a vote of 5 – 0. The meeting stood adjourned at 7:22 p.m.

Approved by:

Attest:

Jonathan Williams, Mayor

Anna Kanode Ward, Town Clerk

MINUTES
Spencer Board of Aldermen
Regular Meeting
June 10, 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, June 10, 2025, at 6:01 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, Public Works Director Joel Taylor, Fire Chief Michael Lanning, Police Chief Michael File, Special Projects Planner Joe Morris, Planning & Zoning Administrator Steve Blount, Planner Kyle Harris, Fire Captain Austin Waller, Fire Captain Dakota Anderson, Fire Captain Stephan Arnold, Firefighter Kolby Smith, Part-time Fire Engineer David Keyser, Police Lieutenant Brian Leonard, Police Lieutenant Timothy Everett, Police Sergeant Nicholas O'Brien, Police Detective Tyler Honeycutt, Police Corporal Gregory Molaro, Police Officer James Nutt, Police Officer Trenton Puckett, Police Officer April Murph, Police Officer Jayce Dryden, Police Officer Austin Moore, Reserve Officer John Howard, and Accounting Clerk Christie Hutchinson.

MPA Intern Skye Allan attended via Zoom.

Mayor Jonathan Williams was absent.

Mayor Pro Tempore Secreast called the meeting to order.

Alderman Muhammad gave the invocation.

Mayor Pro Tempore Secreast led the Pledge of Allegiance.

ADDITIONS/DELETIONS

Action

Alderman Howe moved to take item 7. b., "Budget Ordinance 24-10.023 \$2,000 Fire Department Donation from the North Carolina Transportation Museum," off the consent agenda and make it item number 8. Alderwoman Sledge seconded the motion, which carried by a vote of 6 – 0.

Alderman Muhammad moved to adopt the agenda as amended. Alderwoman Moody seconded the motion, which carried by a vote of 6 – 0.

RECOGNITIONS

Mayor Pro Tempore Secreast recognized the North Rowan Middle School students who received the End of Year Student Awards from the Town of Spencer: Kingsley Cook, Corrina Sanders, Valeria Tovar Garcia, Santana Hairston, Jakob Zimmerman, and Joniya Danielle Collins. She also recognized the Students of the

Fourth Quarter from North Rowan Elementary School, Nevaeh Foster, and North Rowan High School, Haris Aguilar-Ayala.

PUBLIC COMMENT

Mayor Pro Tempore Secreast opened the floor to receive public comment. The following person addressed the Board:

- 1. Sharon Hovis, 401 N. Rowan Ave. Ext.

Being no one else present wishing to speak, Mayor Pro Tempore Secreast called for a motion to close the public comment portion of the meeting.

Action

Alderwoman Sledge moved to close the public comment portion of the meeting. Alderman Muhammad seconded the motion, which carried by a vote of 6 – 0.

CONSENT AGENDA

Alderwoman Sledge moved to approve the consent agenda as presented. Alderman Howe seconded the motion, which carried by a vote of 6 – 0. Items approved were:

- a. **APPROVAL OF MINUTES:** May 8, 2025, Pre-Agenda Meeting Minutes
May 13, 2025, Regular Meeting Minutes
May 22, 2025, Recessed Meeting Minutes

CONSIDER ADOPTING – Budget Ordinance 24-10.023 \$2,000 Fire Department Donation from the North Carolina Transportation Museum

Town Manager Franzese and Fire Chief Lanning gave a presentation regarding Budget Ordinance 24-10.023 \$2,000 Fire Department Donation from the North Carolina Transportation Museum and answered questions from the Board.

Actions

Alderman Muhammad moved to adopt Budget Ordinance 24-10.023 \$2,000 Fire Department Donation from the North Carolina Transportation Museum, which is incorporated in the body of the minutes below. Alderman Miller seconded the motion, which carried by a vote of 6 – 0.

ORDINANCE 24-10.023

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 \$2,000.00 donation to the Fire Department from the North Carolina Transportation Museum.
- Section 2. The donation is for public safety supplies.
- Section 3. To amend the FY 24-25 revenue and expense appropriations as follows:

Account	Title	Revenues		
		Current Budget	Amended Budget	(Decrease) Increase
10-3833-004	Donations-Fire Dept.	\$50	\$2,050	\$2,000

Account	Title	Expenses/Expenditures		(Decrease) Increase
		Current Budget	Amended Budget	
10-4340-230	Supplies-Educational	\$8,768	\$10,768	\$2,000

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

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

Finance Officer Kann, MPA Intern Allan, and Town Manager Franzese gave a presentation regarding Budget Ordinance 24-10.022 Mural Margaret C. Woodson Grant and answered questions from the Board. The Town has been awarded a grant through the Margaret C Woodson Foundation for \$7,000 for the ongoing Spencer Mural Walk Program.

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.

Actions

Aldерwoman Sledge moved to adopt Budget Ordinance 24-10.022 Mural Margaret C. Woodson Grant, which is incorporated in the body of the minutes below. Aldерwoman Moody seconded the motion, which carried by a vote of 6 – 0.

ORDINANCE 24-10.022

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.

RECEIVE PRESENTATION – Mural Concept Art Created by Gina Franco to be Installed at 108 4th Street

MPA Intern Allan and Town Manager Franzese gave a presentation regarding the mural concept art created by Gina Franco to be installed at 108 4th Street and answered questions from the Board. The Spencer Mural

Selection Committee has undergone a concept design process with the artist Gina Franco that celebrates the history of a watch and jewelry making school located in Spencer, that catered to disabled people, veterans, and women, and have produced a work that will be installed 108 4th Street at the next available opportunity, pending Board and Historic Preservation Commission approval.

This project will be paid for with previously attained grant funding.

Actions

Alderman Howe moved to approve the mural concept art created by Gina Franco to be installed at 108 4th Street, which is included with these minutes as Attachment A. Alderwoman Sledge seconded the motion, which carried by a vote of 6 – 0.

RECEIVE PRESENTATION – Mural Concept Art Created by Lance Turner to be Installed at 123 5th Street

MPA Intern Allan and Town Manager Franzese gave a presentation regarding the mural concept art created by Lance Turner to be installed at 123 5th Street and answered questions from the Board. The Spencer Mural Selection Committee has undergone a concept design process with the artist Lance Turner that celebrates the beautiful natural environment in Spencer, and have produced a work that will be installed 123 5th Street at the next available opportunity, pending Board and Historic Preservation Commission approval.

This project will be paid for with previously attained grant funding.

MPA Intern Allan specified that the address listed in the agenda packet was incorrect and that the mural would be installed at 400 South Salisbury Avenue.

Actions

Alderman Howe moved to approve the mural concept art created by Lance Turner to be installed at 400 South Salisbury Avenue, which is included with these minutes as Attachment B. Alderwoman Sledge seconded the motion, which carried by a vote of 6 – 0.

CONSIDER ADOPTING – Parks & Recreation Advisory Board By-Laws

Special Projects Planner Morris gave a presentation regarding the Parks & Recreation Advisory Board (PRAB) by-laws and answered questions from the Board. 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.

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

Actions

Alderwoman Sledge moved to adopt the Parks & Recreation Advisory Board (PRAB) by-laws, which is included with these minutes as Attachment C. Alderman Muhammad seconded the motion, which carried by a vote of 6 – 0.

CONSIDER ADOPTING – Ordinance 25-11 Fiscal Year 2025 – 2026 Budget

Town Manager Franzese and Finance Officer Kann gave a presentation regarding the Ordinance 25-11 Fiscal Year 2025 – 2026 Budget and answered questions from the Board. 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 Fiscal Year 2025-2026.

Action

Alderman Howe moved to deny Ordinance 25-11 Fiscal Year 2025 – 2026 Budget as presented, which is included with these minutes as Attachment D. Alderman Miller seconded the motion, which carried by a vote of 4 - 2 (Alderman Howe, Alderman Miller, Alderwoman Moody, and Alderman Muhammad voted yes; Mayor Pro Tempore Secreast and Alderwoman Sledge voted no).

The Board held further debate surrounding the budget, and Town Manager Franzese answered questions. Topics discussed included: removing the Active Living Coordinator position, decreasing funding toward Ruffy-Holmes Senior Center sponsored luncheons, removing funding for the grant programs within the operational budgets of the Historic Preservation Commission (HP) and the Community Appearance Commission (CAC), what could be accomplished without raising taxes, what could not be accomplished without raising taxes, and reducing the Board members' stipends.

Action

Alderwoman Moody moved to amend Ordinance 25-11 Fiscal Year 2025 – 2026 Budget tonight, and Alderwoman Sledge seconded the motion. After further debate, Alderwoman Moody withdrew her motion.

Action

Alderman Miller moved to amend Ordinance 25-11 Fiscal Year 2025 – 2026 Budget to include implementing the pay study for all staff by incrementally increasing pay, not funding the Active Living Coordinator position, reducing Board of Aldermen stipends to \$100 per month, reducing recreation contract services by \$4,800, removing the recreation program fee revenue of \$1,800, pausing the CAC/HPC Grants for FY26, and setting the ad valorem property tax rate at \$0.6305 per \$100. Alderwoman Moody seconded the motion, which was defeated by a vote of 2 – 4 (Alderman Miller and Alderwoman Moody voted yes; Mayor Pro Tempore Secreast, Alderman Howe, Alderman Muhammad, and Alderwoman Sledge voted no).

Further debate ensued with Mayor Pro Tempore Secreast and Alderwoman Sledge stating they would like to increase the tax rate in order to accomplish the pay study and fund the Active Living Coordinator position; Aldermen Howe and Muhammad stating they would not vote for a tax increase; Alderman Miller and Alderwoman Moody stating they could not see any way to fund the Active Living Coordinator position; and no one able to find anywhere to cut funding besides the options already discussed.

Action

Alderman Miller made the same motion as before, and Alderwoman Moody seconded the motion. The motion carried by a vote of 4 – 2 (Mayor Pro Tempore Secreast, Alderman Miller, Alderwoman Moody, and Alderwoman Sledge voted yes; Aldermen Howe and Muhammad voted no).

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 Board.

Active Living

Town Clerk Ward gave the monthly Active Living report 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 Rashid Muhammad

- Voiced appreciation for seeing both staff and residents present at meetings.
- Encouraged continued engagement from the public and pledged to keep working collaboratively with both staff and the community.

Alderwoman Patricia Sledge

- Shared participation in Oakdale Baptist Church celebration and attendance at the Department of Transportation's dedication of a section of I-85 to the former U.S. Senator for North Carolina, Elizabeth Dole.
- Acknowledged June as Pride Month and noted upcoming local Juneteenth celebrations.
- Mentioned the occurrence of nonviolent protests and the planned "No Kings Rally" on the 14th at the intersection of East Innes Street and Lee Street.

- Thanked staff for their perseverance through a difficult budget process. Expressed gratitude for their continued service and affirmed a desire to retain and support them in every possible way.

Alderman Andrew Howe

- Reflected on the difficulty of the budget process. While personally willing to pay higher taxes, stressed the responsibility to vote on behalf of residents who may not feel the same. Urged those watching—now or in the future—to understand that Board members are not “sock puppets” for the manager, but are deeply committed to the process and engage in thoughtful, vigorous debate. Recognized the significant effort of both staff and the Board, while noting that some contributing factors were beyond local control.
- Expressed excitement about the upcoming park opening, highlighting that the Town contributed very little funding while gaining substantial value.

Alderwoman Erin Moody

- Expressed appreciation for conversations with colleagues and residents. Stated willingness to support a tax increase to fund staff compensation but acknowledged the challenge of living paycheck to paycheck while working three jobs. Emphasized strong belief in the value of Town staff and teams, and noted that the decision was made with care and consideration.

Alderman Steve Miller

- Thanked fellow Board members for their decision-making throughout the process. Acknowledged that while not everyone received exactly what they wanted, the Board functioned effectively and collaboratively.

Mayor Pro Tempore Patti Secreast

- Extended kudos to staff for their hard work on the budget.
- Reported on the most recent Table10 Community Dinner held in partnership with Pinocchio’s Italian Restaurant and Flemming Street Bakery & Southern Cuisine, where attendees had the option to “pay it forward” or dine for free.
- Encouraged citizens to attend the upcoming School Board meeting related to North Rowan High School (NRHS) on June 26 at 4:00 p.m. Noted that Booster Club President Bryan Alford is organizing a group to gather information and better understand the School Board’s plans for the school.

EXECUTIVE SESSION

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

ADJOURNMENT

Alderman Howe moved to adjourn the meeting. Alderman Muhammad seconded the motion, which carried by a vote of 6 – 0. The meeting stood adjourned at 9:00p.m.

Approved by:

Attest:

Jonathan Williams, Mayor

Anna Kanode Ward, Town Clerk

MINUTES
Spencer Board of Aldermen
Called Meeting
June 28, 2025

The Town of Spencer Board of Aldermen met in the Hilda B. Palmer Board Room at the Spencer Town Hall in a called session on Saturday, June 28, 2025, at 4:02 p.m. for the purpose of ratifying Ordinance 25-11 Fiscal Year 2025 – 2026 Budget.

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

Also present were: Town Manager Peter Franzese and Town Clerk Anna Kanode Ward.

Mayor Pro Tempore Patti Secreast was absent.

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

CONSIDER RATIFYING – Ordinance 25-11 Fiscal Year 2025 – 2026 Budget

Town Manager Franzese gave a presentation regarding Ordinance 25-11 Fiscal Year 2025 – 2026 Budget and answered questions from the Mayor and Board. The Board of Aldermen of the Town of Spencer discussed the presented budget ordinance and voted to adopt it, with several amendments, during regular session on June 10, 2025. Budget Ordinance 25-11 reflects those amendments.

Action

Alderman Miller moved to ratify Ordinance 25-11 Fiscal Year 2025 - 2026 Budget , which is included with these minutes as Attachment A. Alderdwoman Moodyseconded the motion, which carried by a vote of 5 – 0.

ADJOURNMENT

Alderman Muhammad moved to adjourn the meeting. Alderman Howe seconded the motion, which carried by a vote of 5 – 0. The meeting stood adjourned at 4:05p.m.

Approved by:

Attest:

Jonathan Williams, Mayor

Anna Kanode Ward, Town Clerk

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Agenda Item Coversheet

Meeting Date: 07/08/2025

Agenda Item #: 7. b.

Agenda Item Title: Consider amending Town of Spencer Personnel Policy and Procedure Manual – Article VI

Category: Consent Agenda

Presenter(s): Peter Franzese, Town Manager; Anna Ward, Town Clerk

Explanation:

Staff recommend an adjustment to our Personnel Policy, to provide one day (hours calculated the same as other holidays) per fiscal year to be known as “Personal Holiday.” This may be used to take off for a birthday, anniversary, religious observance, or any other day of the staff person’s choosing, subject to supervisor approval, that is not already covered in our Holiday Leave program. This is becoming a common benefit for local government employers.

Financial Impact:

N/A

Recommendations:

Motion to amend Town of Spencer Personnel Policy and Procedure Manual – Article VI

Attachment(s): ☒ Yes ☐ No

1. Draft amendment to Article VI

ARTICLE VI. LEAVE POLICIES (AMENDED 5/10/2022)

SECTION 1. HOLIDAY LEAVE (AMENDED 7/8/2025)

The following holidays are observed by Town offices and are paid holidays for full-time employees and appointed officers of the Town. Part-time and temporary employees do not earn holiday leave.

- New Year's Day (January 1)*
- Martin Luther King, Jr. Day (Third Monday in January)
- Good Friday (Friday before Easter Sunday)
- Memorial Day (Last Monday in May)
- Independence Day (July 4)*
- Labor Day (First Monday in September)
- Veterans Day (November 11)*
- Thanksgiving (Fourth Thursday in November and day after - 2 days)
- Christmas (2-3 workdays, see the following schedule)*
- One personal holiday**

**When a holiday not tied to a certain day of the week falls on Saturday, it shall be observed on Friday. When a holiday not tied to a certain day of the week falls on Sunday, it shall be observed on Monday.*

***One paid Personal Holiday shall be granted to all full-time employees within the first month of hire for new hires or within the first month of the new fiscal year annually for existing employees. Employees will not receive more than one Personal Holiday within a fiscal year. Each eligible employee should be allowed to utilize their one Personal Holiday within the fiscal year. The Personal Holiday hours will mirror the employee's holiday hours as noted below (For example, if the employee's normal work day is 12 hours, their Personal Holiday will be 12 hours.). The full Personal Holiday hours are allotted, not accrued, and must be requested and taken in a full workday block – not hour by hour. Personal Holidays will not accumulate or roll over from year to year. If the time is not taken during the fiscal year, it will be forfeited. As with regular Holiday pay, unused Personal Holiday hours will not be paid out upon separation or combine with sick time for retirement purposes.*

When December 25th falls on the day as indicated below, the following days shall be observed as holidays:

- Sunday—Friday and Monday
- Monday—Monday and Tuesday
- Tuesday—Monday, Tuesday and Wednesday
- Wednesday—Tuesday, Wednesday and Thursday
- Thursday—Wednesday, Thursday and Friday
- Friday—Thursday and Friday
- Saturday—Friday and Monday

Full-time employees working greater or fewer than 40 hours per week shall receive prorated holiday hours based on their normal weekly work schedule, with a maximum of 12 hours of holiday leave per day. Examples include:

- Eight (8) hour shift equals eight (8) hours of holiday pay
- Twelve (12) hour shift equals twelve (12) hours of holiday pay

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Agenda Item Coversheet

Meeting Date: 07/08/2025

Agenda Item #: 8

Agenda Item Title: Appoint Donald Walser and Gregory Beam to Planning Board

Category: Regular Agenda

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

Explanation:

There are two openings for in-town representatives to our Planning Board. Mr. Walser and Mr. Beam have applied to fill those positions.

Financial Impact:

None

Recommended Motion:

Appoint Donald Walser and Gregory Beam to the Planning & Zoning Board of Adjustment.

Attachment(s): ☒ Yes ☐ No

1. Applications

**TOWN OF SPENCER
BOARDS AND COMMISSIONS APPLICATION**

(Attach any additional sheets necessary)

NAME: Donald R. Walsen Jr

MAILING ADDRESS:

613 8th St
Spencer NC 28159

STREET ADDRESS:

HOME PHONE: 704-636-1256

WORK

PHONE:

CELL PHONE: 704-680-8374

EMAIL: DWalsen@Carolina.RR.com

I AM INTERESTED IN SERVING ON:



COMMUNITY APPEARANCE COMMISSION
PLANNING AND ZONING BOARD



HISTORIC PRESERVATION COMMISSION

PERSONAL INFORMATION

HIGH SCHOOL ATTENDED:

NORTH ROWAN HIGH

COLLEGE ATTENDED:

ROWAN-CABARRUS COMMUNITY COLLEGE

DEGREE:

ELECTRICAL MAINTENANCE

EMPLOYER:

Retired

JOB TITLE:

SPOUSE NAME:

Bonnie L Walsen

PRIOR PUBLIC SERVICE

BOARD / COMMISSION / CIVIC GROUP

FROM:

TO:

COMMENT

(Statement of why you want to serve on this group and any experience you have that will be relevant to the group)

Spencer has grown significantly in the last couple of years and I'd like to take part in its future. I've been following board meetings online and see many areas of future growth and would look forward to having input in its planning. Before I retired, I was in the Process Control group at DuraBeer and was involved with many of the upgrades at the plant. One of the biggest was a control upgrade involving consolidating control room, updating computers

And software to run process control of equipment.
I have also been chairman of my church
trustees board taking care of maintenance of
buildings and scheduling all needed work.

**TOWN OF SPENCER
BOARDS AND COMMISSIONS APPLICATION**

(Attach any additional sheets necessary)

NAME: Gregory "Lucas" Beam

MAILING ADDRESS:

STREET ADDRESS:

465 Steeple Chase Trl
Salisbury, NC 28144

HOME PHONE:

WORK

PHONE:

CELL PHONE: 704-433-9080

EMAIL: beam.lucas1@gmail.com
glbeam@ft.newyorklife.com

I AM INTERESTED IN SERVING ON:

☒

COMMUNITY APPEARANCE COMMISSION
PLANNING AND ZONING BOARD

☐

HISTORIC PRESERVATION COMMISSION

PERSONAL INFORMATION

HIGH SCHOOL ATTENDED:

North Rowan High School

COLLEGE ATTENDED:

University of South Carolina / Western Carolina University

DEGREE:

Marketing

EMPLOYER:

New York Life

JOB TITLE:

Agent

SPOUSE NAME:

Cynthia Beam

PRIOR PUBLIC SERVICE

BOARD / COMMISSION / CIVIC GROUP

FROM:

TO:

COMMENT

(Statement of why you want to serve on this group and any experience you have that will be relevant to the group)

I am interested in helping the town of Spencer
grow and working with others to serve the same
mission.

[Handwritten mark]

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Agenda Item Coversheet

Meeting Date: 07/08/2025

Agenda Item #: 9

Agenda Item Title: Consider approving Rezoning of parcel 323A015 at 1835 Hollywood Dr from SFR-1 to SFR-2 & adoption of a Statement of Consistency

Category: Regular Agenda

Presenter(s): Steve Blount, Planner

Explanation:

Property owner is requesting rezoning to facilitate a proposed subdivision of property to allow construction of a new single-family home

Financial Impact:

None

Recommended Motion:

For rezoning approval: I move to recommend approval to the Town of Spencer Board of Aldermen, rezoning parcel 323A015 located at 1835 Hollywood Drive from SFR-1 to the SFR-2 zoning classification.

For Statement of Consistency and Reasonableness: I move to recommend the following statement of consistency and reasonableness:

I move to adopt a Statement of Consistency and Reasonableness stating that we find that this rezoning is consistent in general with the town's Comprehensive Land Use Plan (per requirements of NCGS 160D-605(a)), said plan stating specifically about this area, that large, undeveloped parcels should be developed for higher density residential use.

We further find this rezoning to be reasonable in all ways as prescribed by NCGS 160D-605(b). This rezoning will be beneficial to the citizens of the Town of Spencer.

Attachment(s): ☒ Yes ☐ No

1. Ordinance 25-12

ORDINANCE 25-12

TOWN OF SPENCER, NORTH CAROLINA

**AN ORDINANCE TO AMEND THE TOWN'S OFFICIAL ZONING MAP DATED SEPTEMBER 10, 2024, REZONING ROWAN COUNTY
GIS SYSTEM PARCEL NUMBER 323A015 LOCATED AT 1835 HOLLYWOOD DRIVE FROM
SFR-1 TO SFR-2 ZONING CLASSIFICATION**

WHEREAS, this property is 1.44 acres in size and has located on it one existing single-family home; and

WHEREAS, the property owner would like to subdivide the property in anticipation of building an additional single-family home; and

WHEREAS, the lot width limitations of the SFR-1 zoning classification would prohibit the requested subdivision; and

WHEREAS, other properties adjacent to and near this property are currently zoned SFR-2; and

WHEREAS, the rezoning of this property to SFR-1 would allow development of this lot consistent with surrounding development and with the Town's Comprehensive Land Use Plan.;

NOW, THEREFORE, BE IT ORDAINED by the Board of Aldermen of the Town of Spencer, No1th Carolina, that:

SECTION 1. The Town's Official Zoning Map dated September 10, 2024, will be revised as follows:

Parcel 323A015 located at 1835 Hollywood Drive will be revised from SFR-1 to SFR-2 zoning Classification

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

Adopted this 8th day of July 2025.

Approved by:

Attest:

Jonathan Williams, Mayor

Anna Kanode Ward, Town Clerk

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Agenda Item Coversheet

Meeting Date: 08/12/2025

Agenda Item #: 10

Agenda Item Title: Consider adoption of text amendment authorizing Zoning and Subdivision Administrator to assign street addresses as needed

Category: Regular Agenda

Presenter(s): Steve Blount, Planner

Explanation:

Currently our Development Ordinance does not assign this authority

Financial Impact:

None

Recommended Motion:

Adopt Ordinance 25-13 to Amend the Town's Development Ordinance Authorizing the Zoning and Subdivision Administrator to Assign and Change Addressing Numbers.

Attachment(s): ☒ Yes ☐ No

1. Memo
2. Ordinance 25-13

MEMO

Date: 6.10.25

By: Steve Blount

RE: Addressing Policy

Narrative:

Assigning street numbers to new lots created by subdivision or to a new house being built on an existing lot that never was assigned a numerical designation (i.e., shown a "0" Yadkin Ave) is done by me when issuing zoning permits. To assign these numbers, we follow Rowan County's 911 system numbering policy as far as sequencing, odd numbers vs even numbers and block recognition. Sometimes a new infill lot requires a number, and the existing sequencing requires that neighboring lots have their addresses changed, too. There are also situations where over time, the sequencing has gotten confused, and we step in to correct a group of addresses at one time. This is what we did on 3rd Street earlier this year.

Having your address changed is an inconvenience to existing property owners so we always try to find a way to avoid the change if possible. In a recent case, the impacted property owner asked what authority I had to change her address, and I didn't have a good answer. While our Development Ordinance addresses street naming in Section 16.2-6, no where could I find authority or a prescribed process for issuing or changing a street address number.

While further searching NC General Statutes, I found that while counties are given street naming and address numbering authority and process direction by GS 153A-239.1, there is no corresponding statute for municipalities. With no specific statutory authority, we will fall back on Section 160A-174 (general ordinance-making power) and 160A-296 (establishment and control of streets) to craft a text amendment to our Development Ordinance assigning street naming and numbering authority within our municipal boundaries to the Zoning and Subdivision Administrator. The following is the proposed amendment language:

Add Section 2.24 as follows

2.24 Street Addressing

- 1) The Town's Zoning and Subdivision Administrator shall assign street address numbers to houses and commercial structures as needed for new lots created by subdivision of property, use of unaddressed parcels, or other unforeseen circumstances.
- 2) When assigning addresses, Rowan County's GIS and 911 systems' sequencing objectives will be followed as closely as possible. This includes but is not limited to numerical sequencing, block numbering, odd numbers on one side of street and even on the other, etc. The Administrator will consult with Rowan County's planning staff when assigning street numbers and will confirm address assignments or changes when completed.

- 3) If unavoidable, adjacent or nearby properties with existing addresses may have their addresses changed to provide correct sequencing per Rowan County's GIS and 911 systems. When these changes are made, the Administrator shall notify the affected property owners of the change by 1st class mail.
- 4) Existing sequencing problems will be rectified as appropriate.

ORDINANCE 25-13

TOWN OF SPENCER, NORTH CAROLINA

AN ORDINANCE TO AMEND THE TOWN'S DEVELOPMENT ORDINANCE AUTHORIZING THE ZONING AND SUBDIVISION ADMINISTRATOR TO ASSIGN AND CHANGE ADDRESSING NUMBERS:

WHEREAS, from time to time due to subdivision of property and other reasons, new and revised street addressing numbers must be assigned; and

WHEREAS, Rowan County has established numbering procedures to facilitate predictable numbering sequences to assist efficiency in 911 emergency responses; and

WHEREAS, Rowan County is authorized by GS 153A239.1 to assign street numbers to properties except within municipal boundaries; and

WHEREAS, GS 160A-174 authorizes the Town to use its General Police Powers to establish reasonable regulations and procedures; and

WHEREAS, GS 160A-296 authorizes the Town to regulate streets and traffic; and

WHEREAS, it has been the Town's practice and it continues to be in the best interest of the Town to allow designated staff members to assign street numbering to new properties and revise addressing numbers for existing properties as needed;

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

SECTION 1. Amend the Town's Development Ordinance adding Section 2.24 as follows:

2.24 Street Addressing

The Town's Zoning and Subdivision Administrator shall assign street address numbers to houses and commercial structures as needed for new lots created by subdivision of property, use of unaddressed parcels, or other unforeseen circumstances.

When assigning addresses, Rowan County's GIS and 911 systems' sequencing objectives will be followed as closely as possible. This includes but is not limited to numerical sequencing, block numbering, odd numbers on one side of street and even on the other, etc. The Administrator will consult with Rowan County's planning staff when assigning street numbers and will confirm address assignments or changes when completed.

If unavoidable, adjacent or nearby properties with existing addresses may have their addresses changed to provide correct sequencing per Rowan County's GIS and 911 systems. When these changes are made, the Administrator shall notify the affected property owners of the change by 1st class mail.

Existing sequencing problems will be rectified as appropriate.

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

Adopted this 8th day of July 2025.

Approved by:

Attest:

Jonathan Williams, Mayor

Anna Kanode Ward, Town Clerk

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Agenda Item Coversheet

Meeting Date: 07/08/2025

Agenda Item #: 11

Agenda Item Title: Adopt Growth Agreement between Spencer and East Spencer

Category: Regular Agenda

Presenter(s): Steve Blount, Planner

Explanation:

Similar to agreement recently adopted between Salisbury and Spencer, this would define a line between Spencer and East Spencer defining which municipality has the preapproved right to annex properties and potential future growth on the eastern side of both municipalities.

Financial Impact:

None

Recommended Motion:

Adopt Ordinance 25-14 Approving an Annexation Agreement Between the Town of Spencer, North Carolina, and the Town of East Spencer, North Carolina.

Attachment(s): ☒ Yes ☐ No

1. DRAFT Spencer East Spencer Annexation Agreement
2. Ordinance 25-14 Approving an Annexation Agreement Between the Town of Spencer, North Carolina, and the Town of East Spencer, North Carolina

ANNEXATION AGREEMENT BETWEEN THE TOWN OF SPENCER, NORTH CAROLINA, AND THE TOWN OF EAST SPENCER, NORTH CAROLINA

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

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

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

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

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

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

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

- i. East Spencer shall not annex any property within **Spencer’s Growth Area**. Spencer’s Growth Area includes the portion of East Spencer’s ETJ labeled as “**Shared ETJ-Spencer’s Growth Area**” including several properties at the southern end of Montclair Drive.

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

- b. **Extraterritorial Jurisdictions (ETJ)**. Neither Party shall annex any property within the ETJ of the other Party as it exists on the date of this Agreement, except for those areas within the ETJ and identified in paragraph 3.a.i. of this Agreement.
4. **Notice of annexations**. The Parties waive the notice required by G.S. §160A-58.24(a)(5) and (b) for any annexations pursuant to this Agreement.
5. **Annexations to comply with law**. Annexation by either Party pursuant to this Agreement shall comply with applicable law, including as applicable Parts 1 and 4 of Article 4A of Chapter 160A of the North Carolina General Statutes.
6. **Term**. The term of this Agreement shall be for a period of twenty (20) years beginning on the Effective Date of this Agreement (“Term”).
7. **Termination**. This Agreement may be terminated by either Party in the manner prescribed by G.S. §160A- 58.24(f).
8. **Modifications and Amendments**. This Agreement may only be modified or amended by a subsequent agreement signed by both Parties pursuant to G.S. §160A-58.24(d). Any amendments to this Agreement shall be approved by ordinance and adopted after public hearings by both Parties.
9. **Notices**. Unless otherwise provided, all notices provided for herein shall be in writing and shall be sent properly addressed by first class mail to the Parties at the addresses shown below:

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

Town of East Spencer
PO Box 339
East Spencer, North Carolina 28039
Attention: Town Manager

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

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

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

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

Adopted this the ____ day of _____, 20 ____.

TOWN OF SPENCER

BY: _____
Jonathan Williams, Mayor

ATTEST:

Anna Ward, Town Clerk

APPROVED AS TO FORM:

John W. Dees, II, Town Attorney

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

Adopted this the ____ day of _____, 20__.

TOWN OF OF EAST SPENCER

BY: _____
Barbara Mallett, Mayor

ATTEST:

ShaTaira Bailey, Town of Clerk

APPROVED AS TO FORM:

Town Attorney

ORDINANCE 25-14
TOWN OF SPENCER, NORTH CAROLINA

**AN ORDINANCE APPROVING AN ANNEXATION AGREEMENT BETWEEN THE TOWN OF SPENCER, NORTH CAROLINA, AND THE
TOWN OF EAST SPENCER, NORTH CAROLINA**

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

WHEREAS, Spencer and East Spencer 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 East Spencer 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 East Spencer 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 East Spencer adopting an ordinance approving the Agreement.

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

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

Adopted this 8th day of July 2025.

Approved by:

Attest:

Jonathan Williams, Mayor

Anna Kanode Ward, Town Clerk

704-633-2231
spencernc.gov



Post Office Box 45
Spencer, NC 28159-0045

Agenda Item Coversheet

Meeting Date: 07/08/2025

Agenda Item #: 12

Agenda Item Title: Discuss Text Amendment for Alternate Uses of Sidewalks and Alleyways

Category: Regular Agenda

Presenter(s): Steve Blount, Planner

Explanation:

Our Code of Ordinances does not allow items like chairs and tables to be located on our public sidewalks or alleyways. Some existing and likely other new restaurants desire outdoor dining options. A text amendment is needed to allow this option.

Financial Impact:

None

Recommendations:

Provide staff with guidance.

Attachment(s): ☒ Yes ☐ No

1. Memo
2. Copy of Concord ordinance



MEMO

Date: 6.17.25

By: Steve Blount

RE: Allowing Alternate Uses for Sidewalks and Alleyways

Narrative:

Article 94.02 of our Code of Ordinances states, “It shall be unlawful to place any obstruction whatsoever in or over any of the streets, alleys, rights-of-way, public thoroughfares, or sidewalks of the town...” and it goes on to specify various uses that are not allowed including “chairs”. The purpose of this regulation is to ensure sidewalks and alleyways are kept open and usable for the public. This article is used by Code Enforcement staff to require property owners to remove obstructions ranging from fences, stored materials, parked vehicles, etc.

In some parts of our downtown area, retail businesses, especially restaurants, are using the sidewalks in front of and the alleyways adjacent to their storefronts for semi-permanent seating and/or waiting areas. These uses have been allowed in the past as the intensity of use and level of obstruction was relatively low. Along with the increases in business uses and foot traffic in the downtown areas, it is time for us to consider a text amendment that will allow regulation of these uses. Following is the existing text found in article 94.02 and a suggested simple text amendment for your consideration and comments that would resolve this issue in the immediate future. You may also want to review a much more detailed ordinance adopted recently by the City of Concord which is also attached.

§ 94.02 OBSTRUCTION OF STREETS, ALLEYS, RIGHTS-OF-WAY, PUBLIC THOROUGHFARES, AND SIDEWALKS PROHIBITED.

It shall be unlawful to place any obstruction whatsoever in or over any of the streets, alleys, rights-of-way, public thoroughfares, or sidewalks of the town, and it shall be unlawful to obstruct any sidewalk, alley, right-of-way, public thoroughfare, or street with any wheelbarrow, automobile, truck or other vehicle, railroad car, chair, bench, chicken coop, box or other articles, provided that a margin not exceeding 2½ feet in width on the inside of the sidewalk in the business blocks shall be allowed for the exhibition of merchandise by abutting merchants, and provided further that this section shall not apply to baby carriages and wheelchairs rolled on the sidewalks in a manner so as not to obstruct the same.

Add the following:

(A) Use of alleyways and sidewalks for purposes other than the normally expected primary uses of car and pedestrian traffic can be allowed on a case-by-case basis by decision of the Zoning and Subdivision Administrator.

1. Uses such as, but not limited to, restaurant seating areas, serving areas, waiting areas, etc. will be considered.
2. Proposed uses shall not be an impediment to the normal use of the alleyway or sidewalks. Obstructions such as tables, chairs, etc. shall be portable in nature and the Town, once granting permission for the requested use, may require removal of obstructions and cessation of the use at any time if it becomes an obvious impediment to the alleyways or sidewalks' primary use.
3. Appeals of the Administrator's decisions will be to the Town's Board of Adjustment per the procedure defined in Chapter 4 of the Town's Development Ordinance.

ARTICLE II. OBSTRUCTIONS

Sec. 50-41. Prohibited generally; notice; failure to comply.

Except as permitted in accordance with this article, it shall be unlawful to erect, locate or permit to remain in, on, or under any public street, right-of-way, easement or sidewalk any obstruction that will interfere with the use of the public street, right-of-way, easement or sidewalk by the public traveling on foot or in vehicles or by the city for the use of the right-of-way or easement. Any obstruction which shall remain in any public street, right-of-way, easement or sidewalk after notice or demand for its removal by the city shall be deemed a public nuisance. The city shall abate such nuisance by the summary removal of the obstruction, and charge the cost to the person responsible for its existence. Such cost shall constitute a lien on the real property of the responsible person and shall be filed with the city tax collector or as lis pendens with the office of the register of deeds of the county. In addition to the civil penalties provided for in section 1-6, violation of this section shall be a misdemeanor punishable by a fine not to exceed \$50.00 as provided for in G.S. 14-4.

(Code 1987, § 11-31(a); Ord. No. 02-44, § 1, 7-11-2002; Ord. No. 16-08, § 1, 2-11-2016)

State law reference(s)—Municipal abatement of public health and public safety nuisances, G.S. 160A-193.

Sec. 50-42. Encroachment agreements, generally.

It shall be unlawful to place or maintain a fixed object in the public right-of-way without first obtaining an encroachment agreement from the city, unless the placement or maintenance of the fixed object has been approved through a separate city permitting process. The city council delegates the authority to issue encroachment agreements to the city manager. This section shall not apply to the placement and maintenance of mailboxes or utility facilities pursuant to article VII.

(Ord. No. 16-08, § 2, 2-11-2016)

Editor's note(s)—Ord. No. 16-08, § 2, adopted February 11, 2016, set out provisions for use herein as § 50-42. Prior to the adoption of those provisions § 50-42 was repealed by Ord. No. 05-116, § 1, adopted December 1, 2005. Former § 50-42 pertained to "Congregating on sidewalks" and was derived from Code 1987, § 11-32; as amended.

Sec. 50-43. Trimmings from trees, bushes and plants.

It shall be unlawful for any person engaged in the business of trimming, cutting or treating trees, bushes or plants to leave any part of the trees, bushes or plants on any sidewalk or street within the corporate limits of the city. In addition to the civil penalties provided for in section 1-6, violation of this section shall be a misdemeanor punishable by a fine not to exceed \$50.00 as provided for in N.C.G.S. 14-4.

(Code 1987, § 11-33; Ord. No. 02-44, § 1, 7-11-2002)

Sec. 50-44. Display and sale of merchandise.

It shall be unlawful for any person to obstruct entirely or in part any sidewalk or street of the city by displaying, offering for sale or selling at auction or otherwise any goods, wares or merchandise. This section shall

not apply to restaurants erecting temporary tables on portions of the sidewalk adjacent to their business and retail businesses erecting signage and displays that have obtained the proper permit provided that:

- (1) Sufficient space of three feet from the curb shall remain for pedestrians to pass without stepping into the portion of the street used by motor vehicles; and
- (2) Sales are limited to food, specifically not including alcoholic beverages; and
- (3) Outside seating area shall be cordoned off.

In addition to the civil penalties provided for in section 1-6, violation of this section shall be a misdemeanor punishable by a fine not to exceed \$50.00 as provided for in N.C.G.S. 14-4.

(Code 1987, § 11-34; Ord. No. 02-44, § 1, 7-11-2002; Ord. No. 24-78, § 1, 7-11-2024)

Sec. 50-45. Open doors.

It shall be unlawful for any person to allow any door to stand open or to stand out beyond the door facing so as to obstruct the sidewalk. In addition to the civil penalties provided for in section 1-6, violation of this section shall be a misdemeanor punishable by a fine not to exceed \$50.00 as provided for in N.C.G.S. 14-4.

(Code 1987, § 11-35; Ord. No. 02-44, § 1, 7-11-2002)

Sec. 50-46. Placing of farm articles restricted.

- (a) It shall be unlawful for any person to obstruct any of the streets within the corporate limits of the city by placing on them any machinery or farming utensils. It shall be the duty of every person placing machinery or farming utensils on any street to remove them at once upon being notified.
- (b) It shall also be unlawful for any person to obstruct any sidewalk within the corporate limits of the city by placing on exhibition thereon in such a manner as to cover a space wider than two feet from the inside, or in such manner as to occupy more than two feet at the outside of such sidewalk, any farming utensils, machinery, article of merchandise, beef or article of country produce.
- (c) In addition to the civil penalties provided for in section 1-6, violation of this section shall be a misdemeanor punishable by a fine not to exceed \$50.00 as provided for in N.C.G.S. 14-4.

(Code 1987, § 11-36; Ord. No. 02-44, § 1, 7-11-2002)

Sec. 50-47. Reserved.

Editor's note(s)—Ord. No. 05-116, § 1, adopted Dec. 1, 2005, repealed § 50-47 in its entirety. Formerly, said section pertained to parades and demonstrations as enacted by Code 1987, § 11-37.

Secs. 50-48, 50-49. Reserved.

Sec. 50-50. Permits required, generally.

The city manager, or his designee, may enter into encroachment agreements for the serving of food and beverages or the display of merchandise on city sidewalks on the following conditions:

- (1) Sidewalk dining is for customers of the restaurant only;

-
- (2) Outdoor merchandise display must be an accessory use to the lawfully established retail business and shall be limited to the type of merchandise sold by that retailer at that site;
 - (3) Sidewalk dining furnishings and outdoor merchandise display fixtures may not be bolted into the ground or fastened to streetlights, trees or other street furniture or installed within the city right-of-way;
 - (4) All merchandise and merchandise display fixtures must be removed during non-business hours unless located on private property;
 - (5) A cover charge is not charged for sidewalk dining;
 - (6) Furnishings including but not limited to tables, chairs and umbrellas, shall not display the branding or advertising of any business entity other than the permit holder; and
 - (7) The sidewalk is kept free from litter, food products and other items.

(Ord. No. 08-124, § 1, 12-11-2008; Ord. No. 12-104, § 1, 9-13-2012; Ord. No. 24-78, § 2, 7-11-2024)

Sec. 50-51. Definitions.

The following words, terms, and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Merchandise means the commodities or goods that are bought and sold in a retail business.

Physical barrier means stanchions, planter boxes, fencing, or other materials used to separate sidewalk/dining or merchandise display from the sidewalk. Physical barriers are required for restaurants that serve alcohol within an encroachment area and are not part of the Downtown Social District. Participating businesses in the Downtown Social District must serve beverages in the appropriate cups for sidewalk dining.

Public right-of-way means any area adjoining a street, road, highway alley, or pedestrian/bicycle way or other special purpose way or utility installation owned by, or reserved to, the public for present or future public use.

Restaurant means an establishment in the business of regularly and customarily selling food, primarily to be eaten on the premises, including businesses that are referred to as "restaurants," "cafeterias," "cafes," "lunch stands," "grills," "snack bars," "fast food businesses" and other establishments, such as drugstores, which have a lunch counter or other section where food is sold to be eaten on the premises. This definition does not include mobile food vendors, such as food trucks or carts.

Restaurant operator means the person operating a restaurant and associated sidewalk dining. As used in this article, this definition includes the owner and manager, if different from the owner, of the restaurant and associated sidewalk dining.

Retailer means a person or an establishment that sells merchandise to the public in relatively small quantities for use or consumption rather than for resale.

Sidewalk dining means any outdoor dining elements authorized by the city to be placed on public sidewalks for outdoor dining purposes to be used by patrons of a contiguous and adjacent permitted restaurant.

Temporary encroachment means all items of privately owned personal property situated on, but not affixed, connected, attached, or fastened to any sidewalk or public right-of-way.

Unobstructed Pedestrian Path (UPP) means the minimum distance between any sidewalk dining element to the nearest obstruction, landscape area, curb, or other element that restricts accessible pedestrian travel, including any required buffers or offsets.

(Ord. No. 08-124, § 1, 12-11-2008; Ord. No. 24-78, § 3, 7-11-2024)

Sec. 50-52. Encroachment agreement.

Any restaurant operator who desires to offer sidewalk dining or retailer who desires to display merchandise shall execute an encroachment agreement with the city, which agreement shall contain, but not be limited to, the following:

- (1) The name, address, and telephone number of the restaurant/retailer desiring to operate sidewalk dining/merchandise display.
- (2) The name, telephone number and email address of the restaurant or retail operator.
- (3) The type of food and beverage, or food product, to be sold and served for the sidewalk dining.
- (4) The type of merchandise to be displayed and sold including the manner in which it will be displayed.
- (5) The hours of operation of the restaurant/retailer and the proposed hours of operation of sidewalk dining/merchandise display.
- (6) A scaled drawing or site plan showing the following:
 - a. The section of sidewalk or right-of-way to be used for the dining/merchandise display with dimensions included.
 - b. The section to be kept clear for pedestrian use.
 - c. The existing curb line and public right-of-way line.
 - d. The proposed placement of the tables, chairs, merchandise display and other furnishings on the sidewalk and the physical barrier (if included) separating the dining/merchandise display area from the sidewalk.
- (7) Cut sheets or product data sheets of the furnishings to be used within the encroached area. For restaurants/retailers within the Downtown Municipal Services District (MSD), furnishings must comply with the Downtown Sidewalk Design Guidelines.
- (8) Evidence of adequate insurance, as determined by the city, to hold the city harmless from claims arising out of the operation of the sidewalk dining and/or merchandise display.
- (9) An indemnity statement whereby the restaurant operator/retail operator agrees to indemnify and hold harmless the city and its officers, agents, and employees from any claim arising from the operation of the sidewalk dining and/or merchandise display.
- (10) A copy of all permits and licenses issued by the state, county or city, including health and ABC permits, if any, necessary for the operation of the restaurant or business, or a copy of the application for the permit if no permit has been issued. This requirement includes any permits or certificates issued by the city for exterior alterations or improvements to the restaurant and/or retail establishment.
- (11) Such additional information as may be requested by the city manager or his designee to determine compliance with this article.
- (12) A fee as determined by the city to cover the cost of processing and investigating the application and issuing the permit.

(Ord. No. 08-124, § 1, 12-11-2008; Ord. No. 24-78, § 4, 7-11-2024)

Sec. 50-53. Issuance of encroachment agreements.

The city council delegates the authority to issue encroachment agreements to the city manager. An encroachment agreement for the operation of sidewalk dining or merchandise display may not be issued unless the following requirements are met:

- (1) Sidewalk dining must be associated with an operating restaurant such that it is under the same management and shares the same food preparation facilities, restroom facilities and other customer convenience facilities as the restaurant.
- (2) Sidewalk dining must be clearly incidental to the associated restaurant business.
- (3) The placement of tables, chairs and other furnishings as shown in the drawing required in subsection 50-52(6) must be done in such a manner that at least four feet of unobstructed pedestrian path (UPP) remains on the sidewalk for the passage of pedestrians in the center city zoning district where the total sidewalk width is ten feet or less and at least five feet of unobstructed paved space in the center city zoning district where the total sidewalk width is more than ten feet and in all other zoning districts.
- (4) The restaurant/retailer seeking approval for sidewalk dining/merchandise display must front on and/or open onto the sidewalk proposed for the sidewalk dining/merchandise display. The placement of tables, chairs, and other furnishings may not extend beyond the sidewalk frontage of the associated restaurant/retail establishment unless as provided in subsections 50-54(5) and (6) of this article.
- (5) The tables, chairs, displays and other furnishings used in sidewalk dining and/or merchandise display shall be placed in the sidewalk dining/merchandise display area during the hours that the business is open and shall be removed daily from the sidewalk at the close of the associated restaurant's business day. Sidewalk dining furnishings may be permitted to remain in the encroachment area provided they are adequately secured to prevent vandalism or damage.
- (6) The operation or furnishings associated with sidewalk dining/merchandise display shall not result in any permanent alteration to or encroachment upon any street, sidewalk, or to the exterior of the associated restaurant or retail establishment.
- (7) Outdoor merchandise display fixtures shall be in compliance with the applicable design guidelines of the area. Merchandise displays utilizing card tables, cardboard cartons, plastic milk crates, plywood boxes, or pallets are not permitted. Freestanding mannequins and dress forms are allowed.

(Ord. No. 08-124, § 1, 12-11-2008; Ord. No. 12-104, § 2, 9-13-2012; Ord. No. 24-78, § 5, 7-11-2024)

Sec. 50-54. Placement of furnishings.

Furnishings for sidewalk dining or the display of merchandise:

- (1) Shall not be within four feet of any driveway or alleyway;
- (2) Shall not be within four feet of a fire hydrant or standpipe;
- (3) Shall not be within two feet of any other streetscape amenity such as benches, light poles, public art, and raised planters;
- (4) Shall not be within ten feet of a crosswalk or the intersection of right-of-way lines (property lines) at a street intersection;
- (5) Shall not be at any location which obstructs underground utility access points, ventilation areas, meters, accessible ramps or other facilities provided for physically challenged persons, a building access or exit, or any emergency access or exit way;

-
- (6) Shall not be in front of an adjacent property, without the written approval of the adjacent business or property owner;
 - (7) Shall not be in front of an adjacent display window, without the written approval of the business or property owner; and
 - (8) Shall have other conditions that may be necessary as determined by the city manager.

(Ord. No. 08-124, § 1, 12-11-2008; Ord. No. 24-78, § 6, 7-11-2024)

Sec. 50-55. Denial/revocation of encroachment agreement.

The city manager or his designee may deny or revoke an encroachment agreement, pursuant to this article, if he finds that the granting or continuation of the agreement would not be in the public's interest or if he finds that the applicant has:

- (1) Made a deliberate misrepresentation or provided false information in the encroachment application or agreement;
- (2) Operated sidewalk dining or merchandise display at the location in such a manner as to create a public nuisance or to constitute a hazard to the public health, safety, or welfare, specifically to include failure to keep the sidewalk clean and free of refuse;
- (3) Failed to comply with the Downtown Sidewalk Design Guidelines for encroachments within the Downtown MSD;
- (4) Failed to maintain any health, business or other permit or license required by law for the operation of the business; or
- (5) Failed to uphold the terms of the encroachment agreement.

(Ord. No. 08-124, § 1, 12-11-2008; Ord. No. 24-78, § 7, 7-11-2024)

Sec. 50-56. Reservation of rights.

The city reserves the right to cease part or all of any sidewalk encroachment pursuant to this article to allow construction, maintenance, or repair of any street, sidewalk, utility, or public building by the city, its agents or employees or by any governmental entity or public utility, and to allow for the use of the street or sidewalk in connection with parades, civic festivals, and other events of a temporary nature, as permitted by the city. The city also reserves the right to amend, alter, or change the encroachment agreement upon further review and consideration for reasons of public safety, adopted public policy, or operational concerns without any costs to the city. In such an event, the city manager or his designee will notify the encroachment holder by certified mail of amendments to the agreement. These amendments will require the execution of a new agreement within the period specified in the notice. Failure to enter into a new encroachment agreement pursuant to this section will result in automatic termination of the agreement.

(Ord. No. 08-124, § 1, 12-11-2008; Ord. No. 24-78, § 8, 7-11-2024)

Sec. 50-57. Term and transfer of encroachment agreements.

Agreements issued following this article shall remain in effect until termination due to a transfer of business ownership, termination at the request of the business or in the event of the revocation of the encroachment at the sole discretion of the city council.

(Ord. No. 08-124, § 1, 12-11-2008; Ord. No. 12-104, § 3, 9-13-2012; Ord. No. 24-78, § 9, 7-11-2024)

Secs. 50-58—50-80. Reserved.

704-633-2231
spencernc.gov



Post Office Box 45
Spencer, NC 28159-0045

Rowan's Original Gateway.

Agenda Item Coversheet

Meeting Date: 07/08/2025

Agenda Item #: 13. 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
June 2025

	<u>Location</u>	<u>Activity</u>	<u>Action</u>
6.2.25	All	Fence questions	Answered questions
6.2.25	All	Questions on possible pizza shop location	Answered questions
6.2.25	211 N Yadkin	Zoning permit for single-family home	Issued permit
6.2.25	Office	Spencer/East Spencer growth agreement	Answered questions
6.2.25	820 N rowan	Zoning permit for addressing	Issued permit
6.2.25	3 rd St	Development questions	Answered questions
6.2.25	Salisbury	Rail service public meeting	attended
6.3.25	503 Charles St	Fence permit	Issued permit
6.3.25	Office	Staff meeting	Attended
6.3.25	Office	NCRR grant agreement	Discussion
6.3.25	Office	Duke Energy on greenway project	Contacted
6.3.25	Whitehead	Subdivision questions	Answered questions
6.3.25	Office	Park addressing question	Assigned address
6.4.25	Office	Parks & Rec board meeting	Attended and made presentation
6.4.25	Office	Doll museum sign permit	Issued permit
6.5.25	406 N Salisbury Ave	Storage building permit	Issued permit
6.5.25	601 S Carolina	Storage building permit	Issued permit
6.5.25	11 th St	Residential use of CIV zoned property	Discussion
6.5.25	All	Sewer line repair permit requirement	Answered questions
6.5.25	610 4 th St	Bed & breakfast questions	Answered questions
6.5.25	Office	Board meeting	Attended
6.9.25	705 S Yadkin	Demolition questions	Answered questions
6.9.25	Office	Street addressing text amendment	Drafted
6.9.25	1600 S Salisbury	Development questions	Answered questions
6.9.25	N Rowan Ave	Driveway permit questions	Answered questions
6.9.25	Office	Planning board meeting	Attended
6.10.25	Office	Staff meeting	Attended

6.10.25	Catawba College	Greenway meeting	Attended
6.10.25	Office	Board of Aldermen meeting	Attended
6.12.25	Rowan Ave	Storage building permit	Issued permit
6.12.25	Office	Rowan County concerning sewer easement	Met and discussed
6.12.25	Office	NCRR grant agreement meeting	Met and discussed
6.12.25	209B Yadkin Ave	Zoning permit revisions	Approved
6.12.25	Whitehead and Baldwin	Subdivision plat	Reviewed and answered questions
6.12.25	705 S Yadkin	Development questions	Answered questions
6.16.25	1100 4 th St	Storage building permit	Issued permit
6.16.25	Office	NCRR grant agreement questions	Answered questions
6.16.25	Long Ferry Rd	Erosion control violation truck stop project	Asked questions
6.16.25	Long Street	Zoning questions	Answered questions
6.16.25	409 S Baldwin	Property file questions	Answered questions
6.17.25	All	Alleyway dispute questions	Answered questions
6.17.25	Long Ferry Rd	annexation questions	Confirmed annexation
6.17.25	Office	Sidewalk & alleyway text amendment	Drafted amendment
6.17.25	Yadkin Ave	Sewer easement questions	Answered questions
6.17.25	All	Annexation contiguity questions	Answered questions
6.17.25	East Spencer	Greenway coordination discussions	Discussed
6.17.25	4 th St	Family care facility questions	Issued ruling
6.19.25	Long St	Zoning information on lots	Answered questions
6.19.25	Hudson St	HPC questions	Answered questions
6.19.25	Salisbury Ave	Zoning permit for awnings	Issued permit
6.19.25	Whitehead	Zoning permit for dumpster	Issued permit
6.19.25	904 4 th St	Permit information request	Provided information
6.23.25	Office	Staff meeting on park opening	Attended
6.23.25	Lee St	Colortex operation questions	Answered questions
6.23.25	1307 S Salisbury	Laundromat questions	Answered questions
6.23.25	406 4 th St	HPC questions	Answered questions
6.23.25	All	Tiny home questions	Answered questions
6.23.25	Hollywood Dr	RV questions	Answered questions

6.23.25	Office	Salisbury questions on greenway progress	Answered questions
6.23.25	Yadkin & 9 th	Easement questions	Answered questions
6.23.25	Office	7 agenda items to Anna for board meeting	Sent items
6.24.25	Office	Staff meeting	Attended
6.24.25	Hollywood Drive	Development questions	Answered questions
6.24.25	Office	Municipal boundary report to Rowan County	Provided report
6.24.25	Hollywood Dr	Rezoning sign	Posted
6.24.25	Office	Investigated rules on signs posted on utility poles	Issued ruling
6.24.25	Office	Hollywood rezoning neighborhood meeting	Attended
6.26.25	Yadkin Ave	Tree cutting questions	Answered questions
6.26.25	808 4 th St	Questions about creating handicapped parking space	Answered questions
6.26.25	17 th St	Possible closing of 17 th St at dam	investigated

Planning Quotes (In Honor of the Weather!):

“Let a man walk ten miles steadily on a hot summer’s day along a dusty English road, and he will soon discover why beer was invented.”

— Gilbert K. Chesterton

“Major heat wave in India - 122 degrees today. It was so hot people in India were sweating like Americans waiting to hear if their job is being outsourced to India.”

Jay Leno

“It ain't the heat, it's the humility.”

Yogi Berra

“More murders are committed at ninety-two degrees Fahrenheit than any other temperature. Over one hundred — it’s too hot to move. Under ninety, cool enough to survive. But right at ninety-two degrees lies the apex of irritability, everything itches. The brain becomes a rat rushing around a red-hot maze. The least thing — a word, a look, a sound, the drop of a hair and — irritable murder. Irritable murder, there’s a pretty and terrifying phrase for you.”

— Ray Bradbury, *Touched With Fire*

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Rowan's Original Gateway.

Agenda Item Coversheet

Meeting Date: 07/08/2025

Agenda Item #: 13. b.

Agenda Item Title: Code Enforcement Monthly Report

Category: Departmental Report

Presenter(s): Michael File, Chief

Explanation:

Code Enforcement Monthly Report

Financial Impact:

N/A

Recommendations:

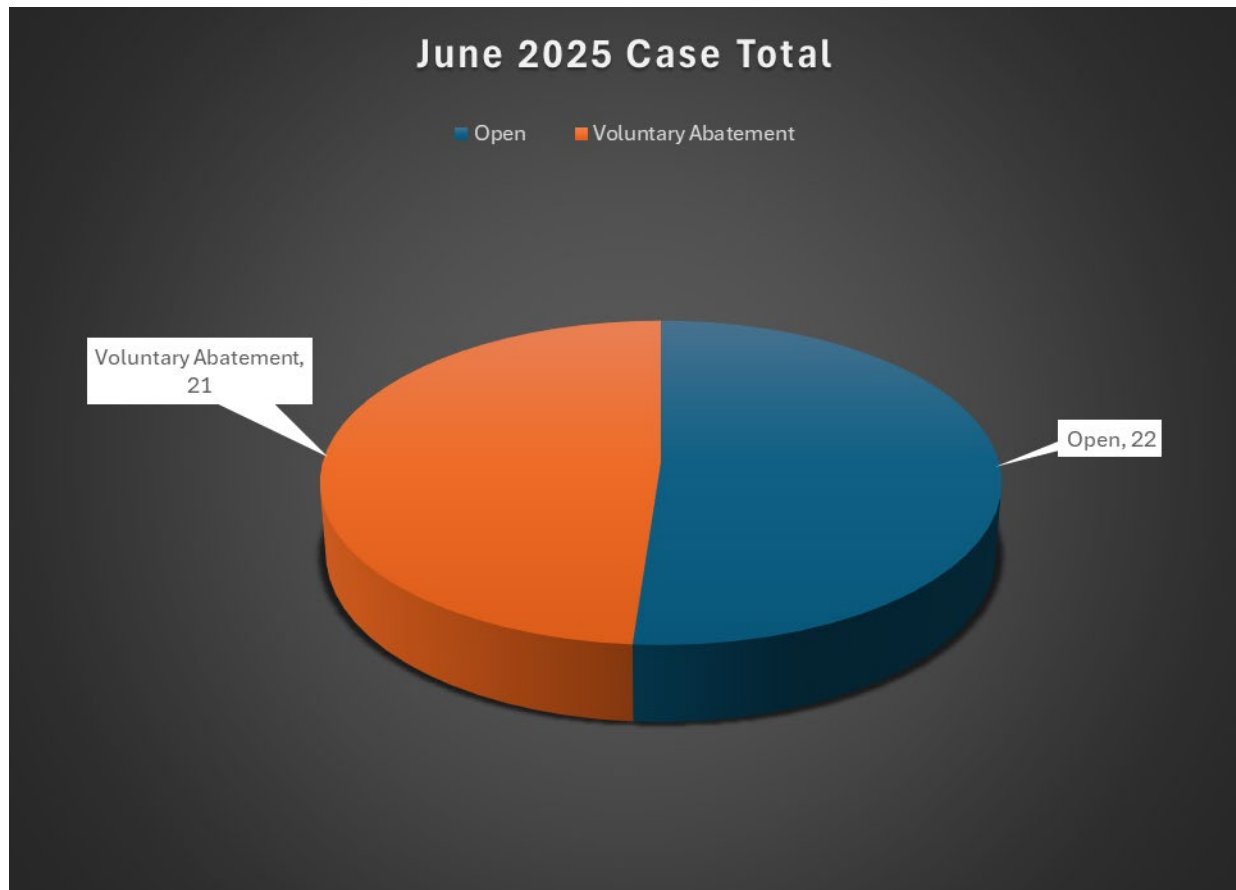
N/A

Attachment(s): ☒ Yes ☐ No

1. Code Enforcement Report

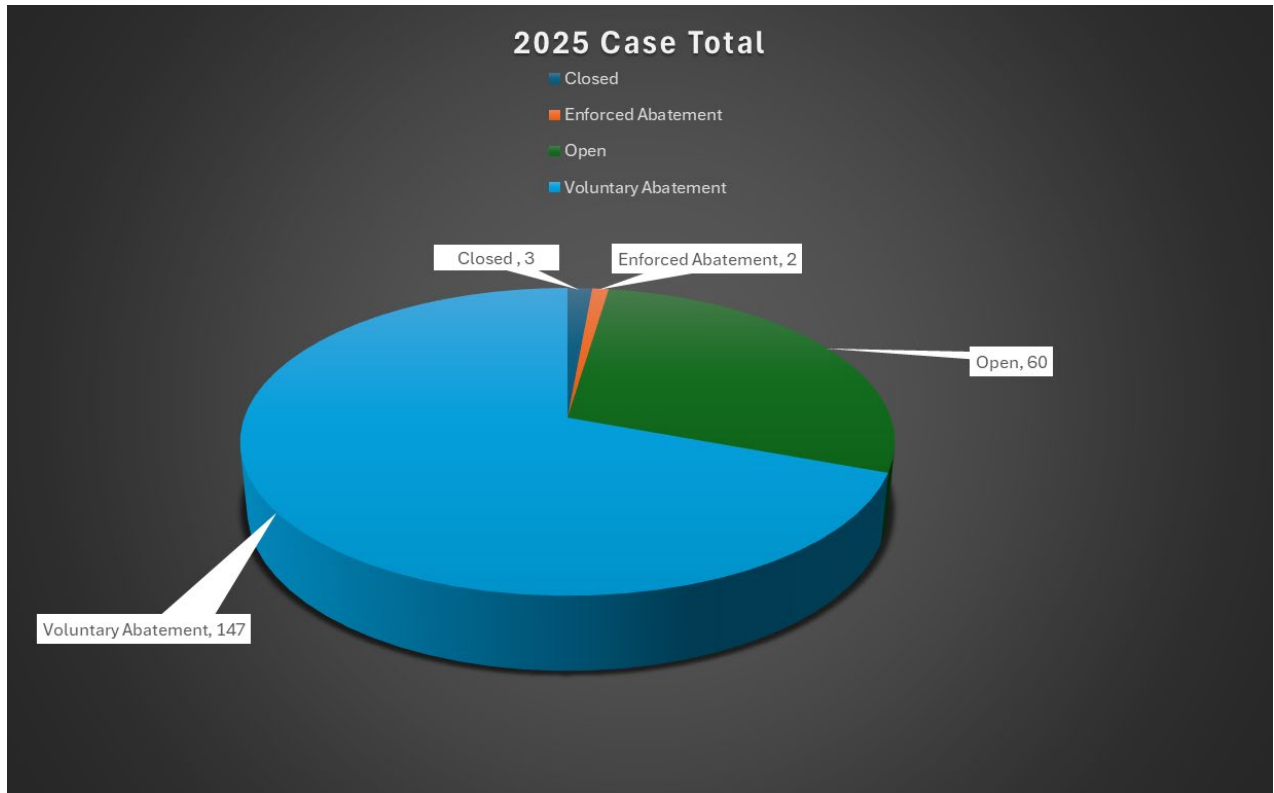
Monthly Report

- **Total cases – 43**
- **Open - 22**
- **Voluntary Abatement - 21**
- **Notice of Violations - 3**
- **Notice of Bill - 0**
- **Notice of Lien – 0**



2025 Yearly Report

- Total cases – 212
- Open - 60
- Voluntary Abatement - 147
- Enforced Abatement - 2
- Notice of Violations – 23
- 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
202500213	119 E Newton	Overgrowth	Open
202500212	117 6TH ST	Tall Grass/ Weeds	Open
202500211	710 5TH ST	Tall Grass/ Weeds	Open
202500210	804 4TH ST	Tall Grass/ Weeds	Open
202500209	412 Jordan	Junk	Open
202500208	412 Jordan Ave	Tall Grass/ Weeds	Open
202500207	110 Alexander St	Tall Grass/ Weeds	Open
202500206	436 A N Salisbury Ave	Tall Grass/ Weeds	Open
202500204	503 Charles	Tall Grass/ Weeds	Open
202500202	111 Pinecroft	Tall Grass/ Weeds	Open
202500201	705 Charles	Tall Grass/ Weeds	Open
202500200	1355 Adams	Tall Grass/ Weeds	Open
202500199	1340 Adams	Tall Grass/ Weeds	Open
202500198	305 1ST ST	Tall Grass/ Weeds	Open
202500197	400 S Salisbury Ave	Tall Grass/ Weeds	Open
202500196	311 N Yadkin	Tree Down	Open
202500195	119 N Salisbury Ave	Overgrowth	Open
202500192	401 S Rowan	Junk	Open
202500189	704 S Rowan	Tall Grass/ Weeds	Open
202500187	207 8TH ST	Junk	Open
202500182	605 4TH ST	Junk	Open
202500177	400 Jordan Ave	Junk	Open
202500169	121 Pinecroft	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
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
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
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
202500056	215 8TH ST	Minimal Housing	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

6/1/2025 - 6/24/2025

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

202400514	12/18/2024	Enforced Abatement	6/20/2025	Site Visit	300 8TH ST	Junk Vehicle

Group Total: 1

Group: Open

202500213	6/23/2025	Open	6/23/2025	Site Visit	119 E Newton	Overgrowth
202500212	6/23/2025	Open	6/23/2025	Site Visit	117 6TH ST	Tall Grass/ Weeds
202500211	6/23/2025	Open	6/23/2025	Site Visit	710 5TH ST	Tall Grass/ Weeds
202500210	6/23/2025	Open	6/23/2025	Site Visit	804 4TH ST	Tall Grass/ Weeds
202500209	6/17/2025	Open	6/17/2025	Site Visit	412 Jordan	Junk
202500208	6/17/2025	Open	6/17/2025	Site Visit	412 Jordan Ave	Tall Grass/ Weeds
202500207	6/17/2025	Open	6/17/2025	Site Visit	110 Alexander St	Tall Grass/ Weeds
202500206	6/17/2025	Open	6/17/2025	Site Visit	436 A N Salisbury Ave	Tall Grass/ Weeds
202500204	6/17/2025	Open	6/17/2025	Site Visit	503 Charles	Tall Grass/ Weeds
202500202	6/17/2025	Open	6/17/2025	Site Visit	111 Pinecroft	Tall Grass/ Weeds
202500201	6/17/2025	Open	6/17/2025	Site Visit	705 Charles	Tall Grass/ Weeds
202500200	6/17/2025	Open	6/17/2025	Site Visit	1355 Adams	Tall Grass/ Weeds
202500199	6/17/2025	Open	6/17/2025	Site Visit	1340 Adams	Tall Grass/ Weeds
202500198	6/17/2025	Open	6/17/2025	Site Visit	305 1ST ST	Tall Grass/ Weeds
202500197	6/17/2025	Open	6/17/2025	Site Visit	400 S Salisbury Ave	Tall Grass/ Weeds
202500196	6/17/2025	Open	6/17/2025	Site Visit	311 N Yadkin	Tree Down
202500195	6/13/2025	Open	6/17/2025	Site Visit	119 N Salisbury Ave	Overgrowth
202500192	6/10/2025	Open	6/10/2025	Site Visit	401 S Rowan	Junk
202500189	6/10/2025	Open	6/10/2025	Site Visit	704 S Rowan	Tall Grass/ Weeds

202500187	6/10/2025	Open	6/10/2025	Site Visit	207 8TH ST	Junk
202500182	6/9/2025	Open	6/9/2025	Site Visit	605 4TH ST	Junk
202500177	6/9/2025	Open	6/9/2025	Site Visit	400 Jordan Ave	Junk

Group Total: 22

Group: Voluntary Abatement

202500205	6/17/2025	Voluntary Abatement	6/20/2025	Site Visit	108 6TH ST	Tall Grass/ Weeds
202500203	6/17/2025	Voluntary Abatement	6/20/2025	Site Visit	502 Pineview	Tall Grass/ Weeds
202500194	6/13/2025	Voluntary Abatement	6/17/2025			
202500193	6/12/2025	Voluntary Abatement	6/17/2025		1340 Adams St,	Request for Maintenance of Adjacent Abandoned Lot Dear [Spencer Town], I hope this message finds you well. I am writing to respectfully bring to your attention an important concern regarding an abandoned lot located directly next to my property. I moved into my home just over a year ago and have felt very comfortable and happy to be part of this community. However, the condition of the adjacent lot has become a serious concern for the health and safety of my family and the surrounding neighbors. The lot is in complete disrepair, which has led to the presence of animals such as snakes, rodents, and various insects, creating highly unsanitary conditions. This is especially concerning given that there are young children living nearby, making the area increasingly dangerous. I would like to kindly ask if the city could intervene to clean and maintain the lot. As new

						residents in the neighborhood, we would deeply appreciate any attention and assistance you can provide. Please let us know if there are any procedures we need to follow or additional information required on our part. Thank you in advance for your time and prompt response to this urgent matter. Sincerely,
202500191	6/10/2025	Voluntary Abatement	6/20/2025	Site Visit	401 S Rowan	Tall Grass/ Weeds
202500190	6/10/2025	Voluntary Abatement	6/20/2025	Site Visit	706 S Rowan	Tall Grass/ Weeds
202500188	6/10/2025	Voluntary Abatement	6/20/2025	Site Visit	207 8TH ST	Tall Grass/ Weeds
202500186	6/10/2025	Voluntary Abatement	6/20/2025	Site Visit	307 N Yadkin	Tall Grass/ Weeds
202500185	6/9/2025	Voluntary Abatement	6/20/2025		412 Jordan Ave	High grass, backyard filled with items, may or may it have livestock
202500184	6/9/2025	Voluntary Abatement	6/20/2025	Site Visit	303 S Yadkin	Tall Grass/ Weeds
202500183	6/9/2025	Voluntary Abatement	6/20/2025	Site Visit	602 4TH ST	Tall Grass/ Weeds
202500181	6/9/2025	Voluntary Abatement	6/20/2025	Site Visit	605 4TH ST	Tall Grass/ Weeds
202500180	6/9/2025	Voluntary Abatement	6/20/2025	Site Visit	712 4TH ST	Tall Grass/ Weeds
202500179	6/9/2025	Voluntary Abatement	6/20/2025	Site Visit	802 4TH ST	Junk on porch
202500178	6/9/2025	Voluntary Abatement	6/20/2025	Site Visit	802 4TH ST	Tall Grass/ Weeds
202500176	6/9/2025	Voluntary Abatement	6/20/2025	Site Visit	1017 4TH ST	Tall Grass/ Weeds
202500175	6/9/2025	Voluntary Abatement	6/20/2025	Site Visit	702 3RD ST	Tall Grass/ Weeds
202500174	6/3/2025	Voluntary Abatement	6/20/2025	Site Visit	605 2ND ST	Tall Grass/ Weeds
202500173	6/3/2025	Voluntary Abatement	6/20/2025	Site Visit	609 2ND ST	Junk
202500172	6/3/2025	Voluntary Abatement	6/20/2025	Site Visit	907 2ND ST	Teathering

202500171	6/3/2025	Voluntary Abatement	6/20/2025	Site Visit	410 1ST ST	Illegal Parking
202500170	5/21/2025	Voluntary Abatement	6/20/2025	Site Visit	408 S Rowan Ave	Tall Grass/ Weeds
202500168	5/21/2025	Voluntary Abatement	6/23/2025	Site Visit	111 Pinecroft	Tall Grass/ Weeds
202500167	5/21/2025	Voluntary Abatement	6/9/2025	Site Visit	912 2ND ST	Tall Grass/ Weeds
202500159	5/21/2025	Voluntary Abatement	6/9/2025	Site Visit	706 5TH ST	Tall Grass/ Weeds
202500154	5/20/2025	Voluntary Abatement	6/17/2025		300 B 8th st	Junk vehicle
202500148	5/14/2025	Voluntary Abatement	6/9/2025	Site Visit	032 157	Tall Grass/ Weeds
202500100	4/14/2025	Voluntary Abatement	6/20/2025	Site Visit	117 6TH ST	Tall Grass/ Weeds
202500098	4/14/2025	Voluntary Abatement	6/20/2025	Site Visit	702 3RD ST	Tall Grass/ Weeds
202500097	4/14/2025	Voluntary Abatement	6/20/2025	Site Visit	609 2ND ST	Tall Grass/ Weeds
202500046	2/28/2025	Voluntary Abatement	6/20/2025	Site Visit	510 5TH ST	Overgrowth/ Nuisance
202500029	2/19/2025	Voluntary Abatement	6/20/2025	Site Visit	705 S Yadkin Ave	Burnt House

Group Total: 32

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Total Records: 55

6/24/2025

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Rowan's Original Gateway.

Agenda Item Coversheet

Meeting Date: 07/08/2025

Agenda Item #: 13. 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

(06/01/2025 - 06/30/2025)

<No Event Type Specified>	3	8th Street Ballpark Check	107
911 Hang-Up	12	Administrative Work	109
Alarm - Hold-up	1	Alarm - Other	12
Animal Complaint	1	Assault - In-Progress	2
Assault - Report	1	Assist - East Spencer Police	29
Assist - EMS	6	Assist - Fire Department	14
Assist - Motorist/Public	2	Assist - NCHP	3
Assist - Other Agency	11	Assist - Other Officer	68
Assist - Sheriff's Office	8	B&E/Burglary - Residential, Report	1
Business Check-Drive Through	413	Calls For Service (General)	4
Communicating Threats	1	Community Event	5
Directed Patrol	21	Disturbance	6
Disturbance- Verbal	6	Disturbance-Physical	4
Domestic - Property Pick-up	1	Domestic Dispute	7
Domestic Violence	1	Escort - Motorist/Public	1
Fight - In-Progress	1	Follow-up Investigation- Spencer	6
Foot Patrol - Business	107	Foot Patrol - Residential	1
House Check	13	Involuntary Commitment	2
Larceny - In-Progress	1	Larceny - Report	4
Library Park Check	125	Magistrate's Office	1
Maintenance - Equipment	2	Maintenance - Vehicle	21
Meeting	5	Missing Juvenile	3
NCTM - Bank Escort	1	NCTM - Drive Through	319
NCTM - Foot Patrol	67	Noise Complaint	1
Norfolk Southern Railroad-Drive Through	15	Overdose	1
Park Check	243	Property - Found	1
Property Damage - Report	2	Public Service	13
School Activities	1	School Check - NRES	126
School Check - NRHS	121	School Check - NRMS	127
Security Check/Standby	34	Special Assignment - Other	19
SRO Duties	1	Suicide Threat	3
Surveillance	1	Suspicious - Activity	5
Suspicious - Person	7	Suspicious - Vehicle	8

Activity Log Event Summary (Totals)

Spencer Police Department

(06/01/2025 - 06/30/2025)

Traffic Accident - PI	1	Traffic Complaint	1
Traffic Enforcement	5	Training - PD	6
Training - School	9	Training-Virtual Zoom Web-Ex, etc.	1
Trespassing - In-Progress	7	Trespassing - Report	1
Vehicle Stop	147	Warrant Service	4
Welfare Check	7	Yadkin River Park Check - Davidson County	125
Yadkin River Park Check - Spencer	125		

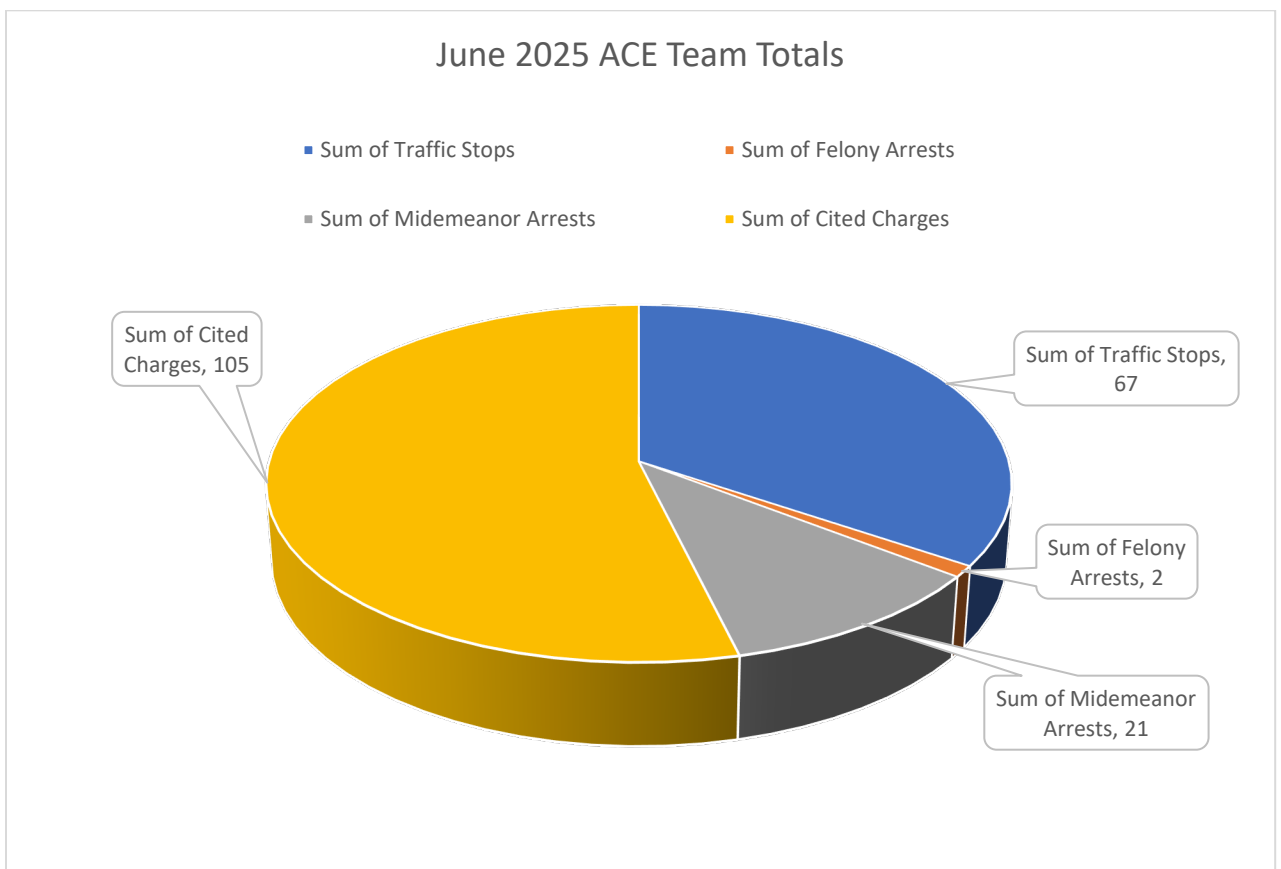
Total Number Of Events: 2,707

SPENCER POLICE ACE TEAM REPORT

June 2025

June 2025 Highlights

- June 2025 Cases: 7 (7 Closed)
- Traffic Stops: 67
- Total Arrests: 23 (Felony 2)
- Cited Charges: 105
- Warrants Served: 0
- Firearms Seized: 0

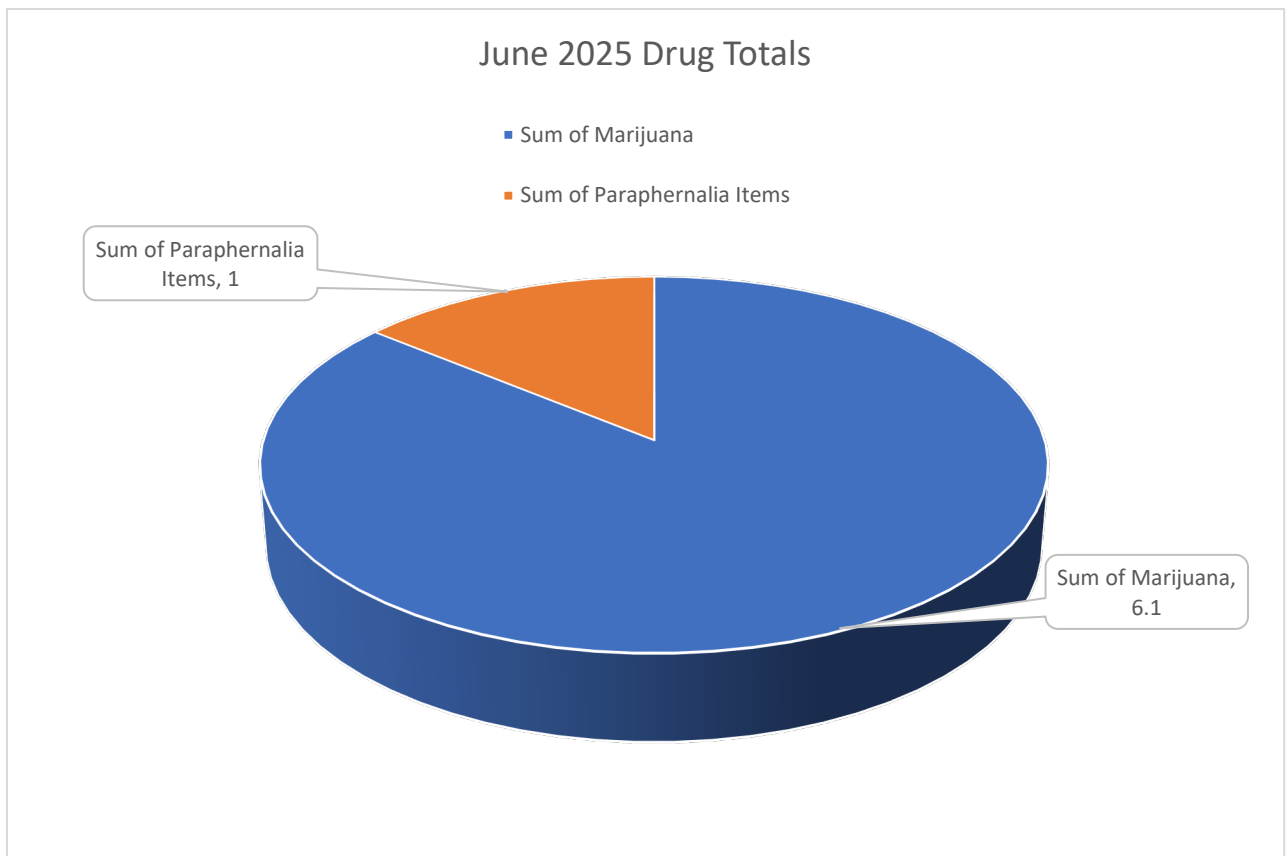


SPENCER POLICE ACE TEAM REPORT

June 2025

June 2025 Drug Totals

- Marijuana: 6.1 Grams
- Paraphernalia Items: 1



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

Agenda Item Coversheet

Meeting Date: 07/08/2025

Agenda Item #: 13. 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

July 2025 Board of Aldermen Meeting

- 1) Regular services (Sanitation, Brush, and Mowing) are running on schedule.
Note: We would like to remind citizens that all small debris and leaves must be bagged for pick-up at this time. This makes it easier for the guys to pick it up, and it prevents loose debris at the curb from entering the storm drains during thunderstorms.
- 2) All of our positions are currently filled, so we are fully staffed for the first time in several years. Ben Lyerly has been hired as our Public Works Manager, previously Labor Foreman position. Bill Roberts and Chad Eagle are working part-time and sharing the Mechanics position. They will work alternate days to ensure that we have mechanic coverage at all times. We are trying this approach to gain the mechanic knowledge of two part-time individuals, instead of one full-time individual, with a slight cost savings to the Town.
- 3) We have completed a clearing job on a ROW off of 8th Street to allow access to the rear of the house at 804 S. Salisbury Avenue. This is the house that was damaged in a traffic accident several years ago, and Code Enforcement has been working diligently to bring it up to code. This clearing will allow access to the rear of the property for parking, as there is no parking available at the front. It will also hopefully expedite the buying process to bring the property back into a livable condition.
- 4) We will be starting a drainage project at the corner of McCubbins Ave. and 4th Street to divert some water in the ROW to keep it out of the resident's yard. There will be three different areas addressed to get the water flowing where it needs to go.
- 5) The contractors came through and finished the park in time for our celebration with fireworks on the 28th. Even though we couldn't get on the grass, many people showed up for the opening and to enjoy the live music. Over the next few weeks, the contractor will complete their punch lists. A great deal of training will also take place, ensuring staff are familiar with the park's ins and outs. We will then transition to the phase of maintaining the park and allowing people to enjoy it fully.
- 6) We are still working to complete the landscaping at the Library, but the CCAP project and finishing the Park have taken up a great deal of time this month. The next project is to begin removing the dead trees and debris on the Transportation Museum side of Salisbury Avenue, between 6th and 11th Streets.
- 7) We continue to do a great deal of spraying, and we will continue until we finish our second round. 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.
- 8) We have also been doing some trimming along streets and sidewalks as time allows. As the trees continue to grow, they begin to droop and impede vision, and brush against our larger trucks. Please let Public Works or Town Hall know if you have concerns about an area.
- 9) **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.
We are also finalizing our response to the new delinquency letter sent to us by DEQ and will submit it to them within the permitted timeframe.
- 10) **CCAP update:**
This project has finally happened. The contractor began clearing on Monday, June 23rd, and completed the project on Wednesday, June 25th. Levi (Ag engineer) was on-site during the construction to make sure that it was done according to the plans. We completed the portion between 417 W 17th Street and

Pickett Avenue. The creek bank has been successfully reconditioned with only the live staking to be completed. We will complete this task in November, since this is the prime time for the stakes to take root. We will pay our contractor in full, with the State reimbursing us 75% of the total, with the other 25% paid to us once the live staking is complete.

11) Since last report:

There were zero abatements issued and completed this month.

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

Monthly Events:

July 4th – Independence Day Holiday

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Rowan's Original Gateway.

Agenda Item Coversheet

Meeting Date: 06/10/2025

Agenda Item #: 13. 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 Account Mapping is complete, and I am reviewing. You will see a change in reporting at the September meeting.
 - o Daily training will happen during the month of August. Majority of the training will take place 10am – 12:30.
- Audit fieldwork has begun. We have a list of preliminary requests that we are pulling together.
- 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	6,084,996.47	-	4,983,520.62	1,101,475.85
Expenditures	6,084,996.46	451,989.65	5,144,470.72	488,536.09
		Enc. + Activity	5,596,460.37	NET Variance (612,939.75)

** Encumbered amount includes PO 12596 for Stormwater Planning \$214,827.96 (Grant Funds) remaining, 3 POs for Mural Projects totaling \$20,808.00

And a \$78,750.00 PO for the Cabarrus Rowan Community Health Center (will be reimbursed \$75,000 once complete)

- Sales & Use Tax Information *** Will update for July's distribution once information is received.

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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 - 2025-06-27

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	\$16,381.82	\$1,050.09	\$4,381.82	137
10-3194-000 TAXES, 3RD PRIOR YR	\$3,600.00	\$3,600.00	\$0.00	\$6,477.81	\$103.37	\$2,877.81	180
10-3195-000 TAXES, 2ND PRIOR YR	\$6,000.00	\$6,000.00	\$0.00	\$7,813.61	\$415.18	\$1,813.61	130
10-3196-000 TAXES, FIRST PRIOR Y	\$21,000.00	\$21,000.00	\$0.00	\$23,883.05	\$1,859.78	\$2,883.05	114
10-3197-100 AD VALOREM TAXES CUR	\$2,092,184.00	\$2,092,184.00	\$0.00	\$2,095,958.79	\$31,633.23	\$3,774.79	100
10-3197-101 AD VALOREM TAXES VEH	\$172,930.00	\$159,930.00	\$0.00	\$165,170.08	\$16,658.89	\$5,240.08	103
10-3197-102 MUNICIPAL VEHICLE TA	\$0.00	\$13,000.00	\$0.00	\$9,415.00	\$1,095.00	\$3,585.00	72
10-3197-180 TAX INTEREST & PENAL	\$15,000.00	\$15,000.00	\$0.00	\$21,289.03	\$3,014.88	\$6,289.03	142
10-3231-000 1% SALES TAX (ART 39	\$396,091.30	\$396,091.30	\$0.00	\$345,428.23	\$39,422.48	\$50,663.07	87
10-3232-000 1/2% SALES TAX (ART	\$261,137.45	\$261,137.45	\$0.00	\$205,032.64	\$22,163.03	\$56,104.81	79
10-3233-000 1/2% SALES TAX (ART	\$195,053.00	\$195,053.00	\$0.00	\$170,107.25	\$19,411.24	\$24,945.75	87
10-3235-000 1/2% SALES TAX (ART	\$341,988.00	\$341,988.00	\$0.00	\$282,495.60	\$29,336.87	\$59,492.40	83
10-3317-004 STATE DRUG SEIZURE R	\$0.00	\$0.00	\$0.00	\$801.68	\$715.24	\$801.68	0
10-3322-000 BEER & WINE TAX	\$14,500.00	\$14,500.00	\$0.00	\$13,484.58	\$0.00	\$1,015.42	93
10-3324-000 UTILITY FRANCHISE TA	\$200,000.00	\$200,000.00	\$0.00	\$193,910.16	\$77,425.15	\$6,089.84	97
10-3326-000 SOLID WASTE DISPOSAL	\$2,600.00	\$2,600.00	\$0.00	\$1,982.47	\$0.00	\$617.53	76
10-3431-000 COURT, PKG FEES, REP	\$1,500.00	\$1,500.00	\$0.00	\$4,591.36	\$255.60	\$3,091.36	306
10-3437-000 FIRST RESPONDER FEES	\$8,000.00	\$8,000.00	\$0.00	\$8,935.00	\$335.00	\$935.00	112
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	\$32,427.72	\$5,404.62	\$0.00	100
10-3491-000 ZONING FEES	\$10,000.00	\$10,000.00	\$0.00	\$17,140.00	\$430.00	\$7,140.00	171
10-3491-001 LIEN PAYMENTS	\$15,000.00	\$15,000.00	\$0.00	\$23,683.72	\$468.50	\$8,683.72	158
10-3500-510 SOL/WASTE COLLECTION	\$264,745.00	\$264,745.00	\$0.00	\$263,918.14	\$43,807.00	\$826.86	100
10-3500-550 YARD WASTE SALES	\$2,000.00	\$2,000.00	\$0.00	\$1,891.00	\$64.00	\$109.00	95
10-3831-000 INVESTMENT EARNINGS	\$120,000.00	\$120,000.00	\$0.00	\$50,210.99	\$0.00	\$69,789.01	42
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	\$4,920.00	\$1,500.00	\$7,080.00	41
10-3833-004 DONATIONS-FIRE DEPAR	\$0.00	\$2,050.00	\$0.00	\$2,050.00	\$2,000.00	\$0.00	100
10-3835-000 SALES-FIXED ASSETS	\$55,000.00	\$60,000.00	\$0.00	\$9,750.00	\$5,000.00	\$50,250.00	16
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	\$41,847.00	\$0.00	\$12,321.37	\$0.00	\$29,525.63	29
10-3839-000 MISCELLANEOUS REVENU	\$7,500.00	\$10,000.00	\$0.00	\$8,611.57	\$2,220.00	\$1,388.43	86
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	\$1,425.00	\$350.00	\$1,325.00	142 5
10-3841-000 STATE SHARED REVENUE	\$13,500.00	\$13,500.00	\$0.00	\$13,772.00	\$13,772.00	\$272.00	102
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	\$40,000.00	\$0.00	\$37,500.00	\$7,000.00	\$2,500.00	94
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	\$87,819.50	\$27,805.00	\$87,180.50	50
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	\$6,084,996.47	\$0.00	\$4,983,520.62	\$354,716.15	\$1,918,822.65	82

Town of Spencer

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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	\$24,675.00	\$2,056.25	\$0.00	100
10-4110-181 FICA	\$1,888.00	\$1,888.00	\$0.00	\$1,754.32	\$123.88	\$133.68	93
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	\$46,617.00	\$20,875.25	\$25,741.75	\$7,545.50	\$0.00	55
10-4110-212 UNIFORMS	\$280.00	\$283.00	\$0.00	\$282.89	\$0.00	\$0.11	100
10-4110-299 SUPPLIES AND MATERIA	\$1,000.00	\$500.00	\$0.00	\$464.02	\$0.00	\$35.98	93
10-4110-311 TRAVEL	\$2,500.00	\$598.00	\$0.00	\$597.77	\$597.77	\$0.23	100
10-4110-321 TELEPHONE & INTERNET	\$539.00	\$539.00	\$0.00	\$493.90	\$44.90	\$45.10	92
10-4110-395 TRAINING	\$5,175.00	\$2,950.00	\$0.00	\$2,947.07	\$0.00	\$2.93	100
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	\$0.00	\$36.04	100
10-4110-600 NONPROFIT GRANTS	\$78,750.00	\$78,750.00	\$78,750.00	\$0.00	\$0.00	\$0.00	0
10-4110-610 COMMUNITY APPEARANCE	\$12,000.00	\$14,200.00	\$6,480.04	\$6,734.19	\$740.75	\$985.77	47
10-4110-620 HISTORIC PRESERVATIO	\$10,000.00	\$15,006.00	\$7,176.50	\$4,836.00	\$0.00	\$2,993.50	32
10-4110-631 ROWAN COUNTY TAX COL	\$24,865.00	\$30,104.00	\$0.00	\$29,622.43	\$518.71	\$481.57	98
10-4110-640 TOURISM AND EVENTS	\$30,000.00	\$30,000.00	\$0.00	\$30,307.19	\$1,500.00	(\$307.19)	101
10-4110-930 TRANSFER TO CAPITAL	\$272,811.00	\$416,731.00	\$0.00	\$306,765.00	\$0.00	\$109,966.00	74
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	\$743,319.20	\$123,344.29	\$495,601.19	\$13,127.76	\$124,373.72	83

Town of Spencer

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Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
4130-10-ADMINISTRATION							
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10-4130-121 SALARIES/WAGES-REGUL	\$297,803.00	\$297,803.00	\$0.00	\$286,093.11	\$22,461.94	\$11,709.89	96
10-4130-126 SALARIES/WAGES/TEMPO	\$20,163.00	\$20,163.00	\$0.00	\$18,971.00	\$1,470.00	\$1,192.00	94
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	\$23,334.30	\$1,766.18	\$716.70	97
10-4130-182 RETIREMENT	\$42,915.00	\$42,450.00	\$0.00	\$39,340.69	\$3,088.72	\$3,109.31	93
10-4130-183 GROUP INSURANCE	\$40,924.00	\$46,839.00	\$0.00	\$46,838.08	\$2,986.39	\$0.92	100
10-4130-184 401K CONTRIBUTION	\$11,214.00	\$13,924.00	\$0.00	\$13,394.05	\$1,051.36	\$529.95	96
10-4130-185 WORKERS COMPENSATION	\$547.00	\$547.00	\$0.00	\$535.64	\$0.00	\$11.36	98
10-4130-186 UNEMPLOYMENT	\$2,000.00	\$2,000.00	\$0.00	\$1,232.16	\$0.00	\$767.84	62
10-4130-193 MEDICAL SERVICES	\$3,297.00	\$3,387.00	\$0.00	\$3,386.00	\$205.00	\$1.00	100
10-4130-194 CONTRACT SERVICES	\$154,186.00	\$236,764.00	\$28,984.35	\$205,773.23	\$64,604.61	\$2,006.42	87
10-4130-198 SERVICES-ENGINEERING	\$25,000.00	\$62,611.00	\$19,416.82	\$42,580.94	\$3,784.85	\$613.24	68
10-4130-211 JANITORIAL SUPPLIES	\$1,500.00	\$1,500.00	\$0.00	\$1,221.49	\$0.00	\$278.51	81
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	\$2,415.53	\$42.73	\$584.47	81
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	\$0.00	\$2,349.87	14
10-4130-311 TRAVEL	\$5,573.00	\$4,073.00	\$991.14	\$3,016.52	\$351.92	\$65.34	74
10-4130-321 TELEPHONE AND INTERN	\$8,652.00	\$8,652.00	\$0.00	\$7,395.67	\$591.37	\$1,256.33	85
10-4130-325 POSTAGE	\$2,364.00	\$2,364.00	\$0.00	\$1,410.75	\$21.44	\$953.25	60
10-4130-331 UTILITIES	\$25,800.00	\$25,800.00	\$0.00	\$23,919.20	\$1,726.10	\$1,880.80	93
10-4130-341 PRINTING	\$1,000.00	\$1,000.00	\$0.00	\$371.37	\$174.63	\$628.63	37
10-4130-351 MAINTENANCE-BUILDING	\$16,500.00	\$7,800.00	\$114.00	\$6,839.42	\$4,474.99	\$846.58	88
10-4130-370 ADVERTISING	\$6,300.00	\$4,550.00	\$0.00	\$4,099.60	\$131.78	\$450.40	90
10-4130-395 TRAINING	\$7,098.00	\$7,098.00	\$350.00	\$3,915.80	\$1,275.00	\$2,832.20	55
10-4130-400 DAVID TREME EDUCATIO	\$5,000.00	\$5,000.00	\$5,000.00	\$0.00	\$0.00	\$0.00	0
10-4130-439 EQUIPMENT RENTAL	\$4,959.00	\$4,959.00	\$225.00	\$4,512.74	\$0.00	\$221.26	91
10-4130-440 MAINTENANCE CONTRACT	\$23,332.00	\$23,332.00	\$68.15	\$23,140.25	\$2,874.55	\$123.60	99
10-4130-441 LICENSE FEE	\$24,597.00	\$24,597.00	\$0.00	\$22,053.30	\$119.99	\$2,543.70	90
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	\$2,848.80	\$205.00	\$1,808.20	61
10-4130-499 MISCELLANEOUS	\$1,000.00	\$1,000.00	\$0.00	\$267.00	\$20.00	\$733.00	27
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	\$1,029,651.00	\$55,149.46	\$936,064.01	\$113,428.55	\$38,437.53	96

Town of Spencer

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Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
4310-10-POLICE OPERATIONS							
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10-4310-121 SALARIES/WAGES-REGUL	\$1,013,739.00	\$997,739.00	\$0.00	\$976,149.00	\$76,788.09	\$21,590.00	98
10-4310-122 SALARIES/WAGES-OVERT	\$5,000.00	\$500.00	\$0.00	\$35.76	\$0.00	\$464.24	7
10-4310-126 PART-TIME/TEMPORARY	\$27,091.00	\$17,258.00	\$0.00	\$8,167.76	\$111.00	\$9,090.24	47
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	\$6,971.19	\$546.76	\$163.81	98
10-4310-181 FICA	\$79,639.00	\$79,639.00	\$0.00	\$73,923.68	\$5,643.43	\$5,715.32	93
10-4310-182 RETIREMENT	\$156,572.00	\$155,423.00	\$0.00	\$145,927.66	\$11,478.45	\$9,495.34	94
10-4310-183 GROUP INSURANCE	\$168,064.00	\$168,064.00	\$0.00	\$163,731.00	\$11,353.65	\$4,333.00	97
10-4310-184 401K CONTRIBUTION	\$50,613.00	\$50,613.00	\$0.00	\$48,720.42	\$3,810.75	\$1,892.58	96
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	\$3,370.00	\$1,125.00	\$2,245.00	\$0.00	\$0.00	67
10-4310-194 CONTRACT SERVICES	\$14,066.00	\$14,111.00	\$0.00	\$14,110.90	\$1,200.00	\$0.10	100
10-4310-212 UNIFORMS	\$16,000.00	\$19,236.00	\$1,914.80	\$15,475.51	\$1,259.24	\$1,845.69	80
10-4310-213 SUPPLIES-SAFETY	\$4,775.00	\$4,850.00	\$0.00	\$2,084.98	\$259.59	\$2,765.02	43
10-4310-251 MOTOR FUEL AND LUBRI	\$50,000.00	\$50,781.00	\$0.00	\$50,295.16	\$3,626.98	\$485.84	99
10-4310-260 SUPPLIES-OFFICE	\$1,700.00	\$1,700.00	\$0.00	\$1,508.42	\$0.00	\$191.58	89
10-4310-291 SUPPLIES-DATA PROCES	\$5,204.00	\$3,133.00	\$0.00	\$1,935.95	\$0.00	\$1,197.05	62
10-4310-296 SUPPLIES-MEDICAL	\$1,010.00	\$1,010.00	\$0.00	\$484.78	\$324.85	\$525.22	48
10-4310-299 SUPPLIES AND MATERIA	\$15,887.00	\$14,947.00	\$3,260.00	\$11,033.43	\$1,135.04	\$653.57	74
10-4310-311 TRAVEL	\$1,750.00	\$1,750.00	\$0.00	\$1,412.62	\$496.32	\$337.38	81
10-4310-321 TELEPHONE AND INTERN	\$16,945.00	\$16,945.00	\$0.00	\$14,106.06	\$1,254.87	\$2,838.94	83
10-4310-329 OTHER COMMUNICATION	\$4,320.00	\$4,320.00	\$0.00	\$4,060.00	\$330.00	\$260.00	94
10-4310-341 PRINTING	\$400.00	\$400.00	\$0.00	\$0.00	\$0.00	\$400.00	0
10-4310-352 MAINTENANCE-EQUIPMEN	\$2,500.00	\$2,500.00	\$0.00	\$1,851.83	\$1,099.02	\$648.17	74
10-4310-353 MAINTENANCE-VEHICLES	\$14,000.00	\$26,618.00	\$1,302.51	\$25,374.99	\$633.50	(\$59.50)	95
10-4310-395 TRAINING	\$7,640.00	\$4,640.00	\$0.00	\$1,711.66	\$282.10	\$2,928.34	37
10-4310-440 MAINTENANCE CONTRACT	\$32,432.00	\$32,432.00	\$0.00	\$32,615.94	\$1,535.65	(\$183.94)	101
10-4310-441 LICENSE FEE	\$17,646.00	\$17,646.00	\$0.00	\$17,643.07	\$19.99	\$2.93	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	\$0.00	\$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	\$741.24	\$312.36	\$458.76	62
10-4310-550 CAP.OUTLAY-OTHER EQU	\$0.00	\$8,894.00	\$0.00	\$8,894.00	\$5,000.00	\$0.00	100
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	\$1,814,751.01	\$7,602.31	\$1,737,231.39	\$128,501.64	\$69,917.31	96

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Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
4340-10-FIRE OPERATIONS							
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10-4340-121 SALARIES/WAGES-REGUL	\$486,066.00	\$458,766.00	\$0.00	\$450,341.04	\$33,200.59	\$8,424.96	98
10-4340-122 OVERTIME	\$15,000.00	\$49,804.00	\$0.00	\$49,804.11	\$1,473.27	(\$0.11)	100
10-4340-126 PART-TIME/TEMPORARY	\$27,959.00	\$42,959.00	\$0.00	\$40,264.34	\$5,482.50	\$2,694.66	94
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	\$41,669.00	\$0.00	\$40,798.11	\$2,956.31	\$870.89	98
10-4340-182 RETIREMENT	\$72,923.00	\$69,473.00	\$0.00	\$68,281.82	\$4,732.97	\$1,191.18	98
10-4340-183 GROUP INSURANCE	\$69,767.00	\$81,351.00	\$0.00	\$81,350.23	\$5,249.64	\$0.77	100
10-4340-184 401K CONTRIBUTION	\$22,080.00	\$21,280.00	\$0.00	\$20,805.02	\$1,653.43	\$474.98	98
10-4340-185 WORKERS COMPENSATION	\$14,860.00	\$14,552.00	\$0.00	\$14,551.29	\$0.00	\$0.71	100
10-4340-194 CONTRACT SERVICES	\$19,258.00	\$14,958.00	\$0.00	\$14,909.00	\$1,285.00	\$49.00	100
10-4340-211 JANITORIAL SUPPLIES	\$2,000.00	\$2,000.00	\$640.00	\$1,357.27	\$0.00	\$2.73	68
10-4340-212 UNIFORMS	\$12,500.00	\$10,897.00	\$4,019.69	\$6,716.53	\$0.00	\$160.78	62
10-4340-213 SUPPLIES-SAFETY	\$25,785.00	\$39,615.00	\$11,105.00	\$28,429.59	\$0.00	\$80.41	72
10-4340-230 SUPPLIES-EDUCATIONAL	\$5,518.00	\$8,168.00	\$2,000.00	\$6,109.64	\$0.00	\$58.36	75
10-4340-251 MOTOR FUEL AND LUBRI	\$19,200.00	\$12,200.00	\$0.00	\$11,384.62	\$642.18	\$815.38	93
10-4340-260 SUPPLIES-OFFICE	\$1,500.00	\$1,500.00	\$698.00	\$554.88	\$0.00	\$247.12	37
10-4340-296 SUPPLIES-MEDICAL	\$5,000.00	\$2,500.00	\$0.00	\$2,444.70	\$0.00	\$55.30	98
10-4340-299 SUPPLIES AND MATERIA	\$3,500.00	\$1,500.00	\$0.00	\$1,464.01	\$0.00	\$35.99	98
10-4340-311 TRAVEL	\$3,050.00	\$3,155.00	\$0.00	\$3,154.72	\$0.00	\$0.28	100
10-4340-321 TELEPHONE AND INTE	\$10,032.00	\$12,418.00	\$0.00	\$11,795.75	\$693.12	\$622.25	95
10-4340-331 UTILITIES	\$10,392.00	\$12,438.00	\$0.00	\$11,401.33	\$679.99	\$1,036.67	92
10-4340-351 MAINTENANCE-BUILDING	\$10,800.00	\$5,716.00	\$0.00	\$5,662.49	\$246.98	\$53.51	99
10-4340-352 MAINTENANCE-EQUIPMEN	\$4,000.00	\$2,950.00	\$0.00	\$2,830.92	\$55.47	\$119.08	96
10-4340-353 MAINTENANCE-VEHICLES	\$15,000.00	\$29,710.00	\$0.00	\$29,437.83	\$0.00	\$272.17	99
10-4340-354 MAINTENANCE-GROUNDS	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
10-4340-395 TRAINING	\$4,800.00	\$2,400.00	\$0.00	\$2,345.17	\$127.97	\$54.83	98
10-4340-440 MAINTENANCE CONTRACT	\$2,580.00	\$3,122.00	\$0.00	\$3,111.64	\$157.20	\$10.36	100
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	\$6,375.00	\$0.00	\$6,374.27	\$0.00	\$0.73	100
10-4340-491 DUES AND SUBSCRIPTIO	\$4,755.00	\$4,755.00	\$0.00	\$4,696.59	\$37.98	\$58.41	99
10-4340-499 MISCELLANEOUS	\$1,000.00	\$3,056.00	\$0.00	\$3,055.98	\$0.00	\$0.02	100
4340-10-FIRE OPERATIONS	\$940,524.00	\$980,578.00	\$18,462.69	\$944,723.89	\$58,674.60	\$17,391.42	98

Town of Spencer

Fiscal Period - Fiscal Period 2024/2025 Date Range - 2024-07-01 - 2025-06-27

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	\$159,100.00	\$0.00	\$155,337.77	\$14,293.94	\$3,762.23	98
10-4510-122 SALARIES/WAGES-OVERT	\$2,000.00	\$3,100.00	\$0.00	\$3,084.89	\$296.32	\$15.11	100
10-4510-126 PART-TIME/TEMPORARY	\$17,202.00	\$23,702.00	\$0.00	\$22,008.98	\$3,695.46	\$1,693.02	93
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	\$14,702.00	\$0.00	\$13,343.98	\$1,305.42	\$1,358.02	91
10-4510-182 RETIREMENT	\$31,585.00	\$22,385.00	\$0.00	\$21,634.22	\$1,995.35	\$750.78	97
10-4510-183 GROUP INSURANCE	\$45,757.00	\$45,757.00	\$0.00	\$42,357.55	\$3,280.35	\$3,399.45	93
10-4510-184 401K CONTRIBUTION	\$9,854.00	\$6,964.00	\$0.00	\$6,714.58	\$644.20	\$249.42	96
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	\$214,827.96	\$160,863.00	\$30,325.00	\$14,366.04	41
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	\$28.00	\$3,842.29	\$560.85	\$629.71	85
10-4510-213 SUPPLIES-SAFETY	\$3,150.00	\$3,150.00	\$0.00	\$1,552.05	\$545.08	\$1,597.95	49
10-4510-251 MOTOR FUEL AND LUBRI	\$22,000.00	\$22,000.00	\$0.00	\$20,572.46	\$2,442.57	\$1,427.54	94
10-4510-260 SUPPLIES-OFFICE	\$250.00	\$250.00	\$0.00	\$194.45	\$0.00	\$55.55	78
10-4510-299 SUPPLIES AND MATERIA	\$7,000.00	\$7,000.00	\$0.00	\$6,206.03	\$1,182.94	\$793.97	89
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	\$2,332.99	\$97.19	\$244.01	91
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	\$67,318.00	\$0.00	\$67,236.21	\$5,200.42	\$81.79	100
10-4510-351 MAINTENANCE-BUILDING	\$4,000.00	\$9,561.00	\$0.00	\$9,560.09	\$1,350.00	\$0.91	100
10-4510-352 MAINTENANCE-EQUIPMEN	\$4,000.00	\$4,000.00	\$0.00	\$3,773.41	\$131.77	\$226.59	94
10-4510-353 MAINTENANCE-VEHICLES	\$9,500.00	\$8,429.00	\$0.00	\$6,300.47	\$2,504.69	\$2,128.53	75
10-4510-354 MAINTENANCE GROUNDS	\$20,000.00	\$21,887.00	\$20,000.00	\$1,886.89	\$0.00	\$0.11	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	\$784.80	\$24.40	\$567.20	58
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	\$234,855.96	\$574,959.27	\$69,875.95	\$34,523.77	96

Town of Spencer

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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	\$167,033.00	\$0.00	\$144,362.75	\$12,539.80	\$22,670.25	86
10-4710-122 SALARIES/WAGES-OVERT	\$2,500.00	\$2,500.00	\$0.00	\$1,196.37	\$34.41	\$1,303.63	48
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	\$10,361.10	\$879.08	\$3,969.90	72
10-4710-182 RETIREMENT	\$25,571.00	\$25,571.00	\$0.00	\$19,878.29	\$1,720.16	\$5,692.71	78
10-4710-183 GROUP INSURANCE	\$38,064.00	\$38,064.00	\$0.00	\$35,098.03	\$2,508.51	\$2,965.97	92
10-4710-184 401K CONTRIBUTION	\$9,367.00	\$9,367.00	\$0.00	\$4,046.71	\$393.20	\$5,320.29	43
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	\$28.00	\$4,588.00	\$619.92	\$1,384.00	76
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	\$0.00	\$13,710.16	\$1,623.05	\$741.84	95
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	\$777.17	\$97.19	\$727.83	52
10-4710-352 MAINTENANCE-EQUIPMEN	\$3,950.00	\$3,950.00	\$0.00	\$3,733.69	\$368.34	\$216.31	95
10-4710-353 MAINTENANCE-VEHILCES	\$7,000.00	\$16,600.00	\$12,000.00	\$4,598.71	\$993.00	\$1.29	28
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	\$61,467.30	\$5,889.34	\$532.70	99
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	\$12,028.00	\$385,530.27	\$27,666.00	\$53,274.73	88

Town of Spencer

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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	\$15,850.12	\$1,212.96	\$60.88	100
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	\$1,264.00	\$0.00	\$1,250.69	\$92.79	\$13.31	99
10-6110-194 CONTRACT SERVICES	\$2,000.00	\$2,000.00	\$0.00	\$1,888.59	\$50.00	\$111.41	94
10-6110-260 SUPPLIES-OFFICE	\$600.00	\$600.00	\$0.00	\$193.35	\$115.88	\$406.65	32
10-6110-299 SUPPLIES	\$2,050.00	\$2,550.00	\$0.00	\$2,271.02	\$149.52	\$278.98	89
10-6110-311 TRAVEL	\$532.00	\$232.00	\$0.00	\$229.69	\$0.00	\$2.31	99
10-6110-321 TELEPHONE AND INTERN	\$2,249.00	\$2,249.00	\$0.00	\$1,862.99	\$0.00	\$386.01	83
10-6110-331 UTILITIES	\$9,372.00	\$10,172.00	\$0.00	\$9,395.44	\$378.39	\$776.56	92
10-6110-351 MAINTENANCE-BUILDING	\$6,250.00	\$5,200.00	\$0.00	\$4,946.88	\$1,312.50	\$253.12	95
10-6110-370 ADVERTISING	\$300.00	\$300.00	\$0.00	\$225.75	\$0.00	\$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	\$1,451.62	\$37.20	\$80.38	79
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	\$295.00	\$43,445.14	\$3,349.24	\$2,494.86	95

Town of Spencer

Fiscal Period - Fiscal Period 2024/2025 Date Range - 2024-07-01 - 2025-06-27

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	\$8,735.25	\$0.00	\$0.00	\$0.00	\$8,735.25	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	\$0.00	\$20,458.60	42
10-6120-299 SUPPLIES AND MATERIA	\$750.00	\$750.00	\$251.94	\$93.81	\$93.81	\$404.25	13
10-6120-331 UTILITIES	\$4,620.00	\$6,415.00	\$0.00	\$5,989.82	\$750.18	\$425.18	93
10-6120-357 MAINTENANCE-PARKS AN	\$13,100.00	\$13,100.00	\$0.00	\$2,122.53	\$0.00	\$10,977.47	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	\$0.00	\$2,000.00	67
6120-10-RECREATION	\$75,290.25	\$175,290.25	\$251.94	\$26,915.56	\$843.99	\$148,122.75	15

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	\$6,084,996.47	\$0.00	\$4,983,520.62	\$354,716.15	\$1,918,822.65	82
	FundExpTot	\$5,339,277.46	\$6,084,996.46	\$451,989.65	\$5,144,470.72	\$415,467.73	\$488,536.09	92
Grand Totals:	TotalRev	\$5,339,277.47	\$6,084,996.47	\$0.00	\$4,983,520.62	\$354,716.15	\$1,918,822.65	82
	TotalExp	\$5,339,277.46	\$6,084,996.46	\$451,989.65	\$5,144,470.72	\$415,467.73	\$488,536.09	92

Town of Spencer

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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	\$9,415.00	\$1,095.00	\$3,585.00	72
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	\$7,787.37	\$0.00	\$2,212.63	78
0000-20-Revs	\$154,971.00	\$154,971.00	\$0.00	\$152,105.08	\$1,095.00	\$8,729.34	98
4510-20-STREETS OPERATIONS							
-							
20-4510-121 SALARIES/WAGES-REGUL	\$11,990.00	\$11,990.00	\$0.00	\$11,666.43	\$915.56	\$323.57	97
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	\$944.00	\$0.00	\$907.78	\$70.04	\$36.22	96
20-4510-182 RETIREMENT	\$1,609.00	\$1,609.00	\$0.00	\$1,592.55	\$124.98	\$16.45	99
20-4510-183 GROUP INSURANCE	\$1,889.00	\$1,847.00	\$0.00	\$1,718.42	\$149.60	\$128.58	93
20-4510-184 401K CONTRIBUTION	\$589.00	\$589.00	\$0.00	\$583.35	\$45.78	\$5.65	99
20-4510-198 SERVICES-ENGINEERING	\$5,000.00	\$5,000.00	\$244.00	\$2,196.00	\$2,196.00	\$2,560.00	44
20-4510-299 SUPPLIES AND MATERIA	\$2,000.00	\$2,000.00	\$0.00	\$1,213.65	\$0.00	\$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	\$0.00	\$116,517.00	\$16,950.00	\$2,275.00	98
4510-20-STREETS OPERATIONS	\$154,971.00	\$154,971.00	\$244.00	\$136,595.18	\$20,451.96	\$18,131.82	88
Reporting Fund: 20-POWELL BILL							
FundRevTot	\$154,971.00	\$154,971.00	\$0.00	\$152,105.08	\$1,095.00	\$8,729.34	98
FundExpTot	\$154,971.00	\$154,971.00	\$244.00	\$136,595.18	\$20,451.96	\$18,131.82	88
Grand Totals:							
TotalRev	\$154,971.00	\$154,971.00	\$0.00	\$152,105.08	\$1,095.00	\$8,729.34	98
TotalExp	\$154,971.00	\$154,971.00	\$244.00	\$136,595.18	\$20,451.96	\$18,131.82	88

Town of Spencer

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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	\$416,731.00	\$0.00	\$306,765.00	\$0.00	\$109,966.00	74
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	\$1,136,254.00	\$0.00	\$996,765.00	\$0.00	\$139,489.00	88
4310-30-POLICE OPERATIONS							
-							
30-4310-291 SUPPLIES - DATA PROC	\$5,974.00	\$4,147.00	\$0.00	\$4,086.18	\$0.00	\$60.82	99
30-4310-540 CO - VEHICLES	\$43,680.00	\$135,500.00	\$10,515.51	\$124,982.83	\$41,130.00	\$1.66	92
30-4310-550 CO - OTHER EQUIP	\$15,100.00	\$7,181.00	\$0.00	\$7,180.74	\$4,911.55	\$0.26	100
4310-30-POLICE OPERATIONS	\$64,754.00	\$146,828.00	\$10,515.51	\$136,249.75	\$46,041.55	\$62.74	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	\$894,546.00	\$0.00	\$894,374.00	\$0.00	\$172.00	100
30-4340-710 PRINCIPAL	\$0.00	\$7,523.00	\$0.00	\$7,522.16	\$0.00	\$0.84	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	\$1,136,254.00	\$0.00	\$996,765.00	\$0.00	\$139,489.00	88
FundExpTot	\$326,511.00	\$1,136,254.00	\$70,515.51	\$1,053,287.82	\$46,041.55	\$12,450.67	99
Grand Totals:							
TotalRev	\$326,511.00	\$1,136,254.00	\$0.00	\$996,765.00	\$0.00	\$139,489.00	88
TotalExp	\$326,511.00	\$1,136,254.00	\$70,515.51	\$1,053,287.82	\$46,041.55	\$12,450.67	99

Town of Spencer

Fiscal Period - Fiscal Period 2024/2025 Date Range - 2024-07-01 - 2025-06-27

Account		Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
<u>Reporting Fund: 70-HEALTH INSURANCE REIMBURSEMENT</u>								
0000-70-Revs								
-								
70-3839-000 Miscellaneous Revenu		\$0.00	\$0.00	\$0.00	\$95,077.95	\$0.00	\$95,077.95	0
70-3839-007 MISC. REVENUES - Non		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
0000-70-Revs		\$0.00	\$0.00	\$0.00	\$95,077.95	\$0.00	\$95,077.95	0
4130-70-ADMINISTRATION								
-								
70-4130-187 INSURANCE REIMBURSEM		\$0.00	\$0.00	\$0.00	\$95,708.31	\$2,041.28	(\$95,708.31)	0
4130-70-ADMINISTRATION		\$0.00	\$0.00	\$0.00	\$95,708.31	\$2,041.28	(\$95,708.31)	0
<u>Reporting Fund: 70-HEALTH INSURANCE REIMBURSEMENT</u>								
FundRevTot		\$0.00	\$0.00	\$0.00	\$95,077.95	\$0.00	\$95,077.95	0
FundExpTot		\$0.00	\$0.00	\$0.00	\$95,708.31	\$2,041.28	(\$95,708.31)	0
Grand Totals:	TotalRev	\$0.00	\$0.00	\$0.00	\$95,077.95	\$0.00	\$95,077.95	0
	TotalExp	\$0.00	\$0.00	\$0.00	\$95,708.31	\$2,041.28	(\$95,708.31)	0

Town of Spencer

Fiscal Period - YADKIN RIVER TRAILHEAD Date Range - 2020-07-01 - 2025-06-27

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	\$120,559.13	\$0.60	100
90-3985-850 GENERAL FUND TRANSFE		\$114,258.00	\$185,258.00	\$0.00	\$185,258.00	\$185,258.00	\$0.00	100
0000-90-Revs		\$134,817.00	\$825,333.00	\$0.00	\$825,332.40	\$305,817.13	\$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
Reporting Fund: 90-YADKIN RIVER TRAIL								
FundRevTot		\$134,817.00	\$825,333.00	\$0.00	\$825,332.40	\$305,817.13	\$0.60	100
FundExpTot		\$0.00	\$157.00	\$0.00	\$156.35	\$0.00	\$0.65	100
Grand Totals:	TotalRev	\$134,817.00	\$825,333.00	\$0.00	\$825,332.40	\$305,817.13	\$0.60	100
	TotalExp	\$0.00	\$157.00	\$0.00	\$156.35	\$0.00	\$0.65	100

Town of Spencer

Fiscal Period - CORONAVIRUS ARPA GRANT PROJECT Date Range - 2021-07-01 - 2025-06-27

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
Reporting Fund: 91-CORONAVIRUS ARPA GRANT PROJECT							
0000-91-Revs							
-							
91-3984-000 CSLRF FUNDS-GRANT	\$1,037,997.00	\$1,037,997.00	\$0.00	\$1,037,996.78	\$0.00	\$0.22	100
0000-91-Revs	\$1,037,997.00	\$1,037,997.00	\$0.00	\$1,037,996.78	\$0.00	\$0.22	100
4210-91-CORONAVIRUS ARPA							
-							
91-4210-580 CO-INFRASTRUCTURE-CS	\$1,037,997.00	\$0.00	\$0.00	\$0.00	(\$1,500.00)	\$0.00	0
91-4210-910 TRANSFER TO GENERAL	\$0.00	\$1,037,997.00	\$0.00	\$1,037,997.00	(\$12,003.00)	\$0.00	100
4210-91-CORONAVIRUS ARPA	\$1,037,997.00	\$1,037,997.00	\$0.00	\$1,037,997.00	(\$13,503.00)	\$0.00	100
Reporting Fund: 91-CORONAVIRUS ARPA GRANT PROJECT							
FundRevTot	\$1,037,997.00	\$1,037,997.00	\$0.00	\$1,037,996.78	\$0.00	\$0.22	100
FundExpTot	\$1,037,997.00	\$1,037,997.00	\$0.00	\$1,037,997.00	(\$13,503.00)	\$0.00	100
Grand Totals:							
TotalRev	\$1,037,997.00	\$1,037,997.00	\$0.00	\$1,037,996.78	\$0.00	\$0.22	100
TotalExp	\$1,037,997.00	\$1,037,997.00	\$0.00	\$1,037,997.00	(\$13,503.00)	\$0.00	100

Town of Spencer

Fiscal Period - DOWNTOWN PARK PROJECT Date Range - 2021-07-01 - 2025-06-27

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	\$0.00	\$500,000.00	70
92-3985-241 DOWNTOWN PARK DONATI	\$0.00	\$385,000.00	\$0.00	\$241,902.00	\$17,853.50	\$143,098.00	63
92-3985-850 GENERAL FUND TRANSFE	\$100,000.00	\$403,000.00	\$0.00	\$403,000.00	\$212,423.70	\$0.00	100
0000-92-Revs	\$100,000.00	\$2,463,000.00	\$0.00	\$1,819,902.00	\$230,277.20	\$643,098.00	74
6120-92-RECREATION							
-							
92-6120-194 TOWN PARK CONTRACTED	\$0.00	\$160,000.00	\$0.00	\$160,641.00	\$10,560.00	(\$641.00)	100
92-6120-580 CO-INFRASTRUCTURE	\$100,000.00	\$2,303,000.00	\$47,186.21	\$1,895,978.09	\$229,467.66	\$359,835.70	82
6120-92-RECREATION	\$100,000.00	\$2,463,000.00	\$47,186.21	\$2,056,619.09	\$240,027.66	\$359,194.70	85
Reporting Fund: 92-DOWNTOWN PARK PROJECT							
FundRevTot	\$100,000.00	\$2,463,000.00	\$0.00	\$1,819,902.00	\$230,277.20	\$643,098.00	74
FundExpTot	\$100,000.00	\$2,463,000.00	\$47,186.21	\$2,056,619.09	\$240,027.66	\$359,194.70	85
Grand Totals:							
TotalRev	\$100,000.00	\$2,463,000.00	\$0.00	\$1,819,902.00	\$230,277.20	\$643,098.00	74
TotalExp	\$100,000.00	\$2,463,000.00	\$47,186.21	\$2,056,619.09	\$240,027.66	\$359,194.70	85

Town of Spencer

Fiscal Period - COMMUNITY DEV BLOCK GRANT Date Range - 2023-10-10 - 2025-06-27

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	\$109,052.50	\$358,854.43	52
0000-95-Revs		\$750,000.00	\$750,000.00	\$0.00	\$391,145.57	\$109,052.50	\$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	\$90,450.00	\$309,104.43	54
95-4195-695 CDBG NR ADMIN		\$70,000.00	\$75,000.00	\$0.00	\$34,707.00	\$1,605.00	\$40,293.00	46
4195-95-CDBG GRANT		\$750,000.00	\$750,000.00	\$0.00	\$400,602.57	\$92,055.00	\$349,397.43	53
Reporting Fund: 95-CDBG-NR GRANT PROJECT								
FundRevTot		\$750,000.00	\$750,000.00	\$0.00	\$391,145.57	\$109,052.50	\$358,854.43	52
FundExpTot		\$750,000.00	\$750,000.00	\$0.00	\$400,602.57	\$92,055.00	\$349,397.43	53
Grand Totals:								
TotalRev		\$750,000.00	\$750,000.00	\$0.00	\$391,145.57	\$109,052.50	\$358,854.43	52
TotalExp		\$750,000.00	\$750,000.00	\$0.00	\$400,602.57	\$92,055.00	\$349,397.43	53

Town of Spencer

Fiscal Period - 17 ST STORMWATER IMROVEMENTS Date Range - 2024-02-01 - 2025-06-27

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	\$211,203.00	\$1,738,165.00	11
0000-96-Revs		\$1,959,462.00	\$1,959,462.00	\$0.00	\$221,297.00	\$211,203.00	\$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	\$144,926.00	\$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	\$144,926.00	\$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	\$211,203.00	\$1,738,165.00	11
FundExpTot		\$1,959,462.00	\$1,959,462.00	\$95,801.91	\$224,198.09	\$144,926.00	\$1,639,462.00	16
Grand Totals:								
TotalRev		\$1,959,462.00	\$1,959,462.00	\$0.00	\$221,297.00	\$211,203.00	\$1,738,165.00	11
TotalExp		\$1,959,462.00	\$1,959,462.00	\$95,801.91	\$224,198.09	\$144,926.00	\$1,639,462.00	16

Town of Spencer

Fiscal Period - STANBACK FOREST & TRAILS Date Range - 2025-05-13 - 2025-06-27

Account	Original Budget	Amended Budget	Encumbered YTD	Activity YTD	Activity MTD	Current Balance	Used Pct
<u>Reporting Fund: 97-STANBACK FOREST CENTER & TRAILS</u>							
0000-97-Revs							
-							
97-3985-241 STANBACK FOREST DONA	\$350,000.00	\$350,000.00	\$0.00	\$0.00	\$0.00	\$350,000.00	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
<u>Reporting Fund: 97-STANBACK FOREST CENTER & TRAILS</u>							
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
<u>Grand Totals:</u>							
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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Agenda Item Coversheet

Meeting Date: 07/08/2025

Agenda Item #: 13. 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. Library Statistics
3. PRAB Report

Summer Reading in June

This June 7th marked our ninth outdoor musical event in Spencer Library Park. Two musical groups drove from South Carolina to educate and entertain our Spencer residents on music from France, Italy, Germany, the Caribbean and Nigeria. This event was an introduction to our Summer Reading Program entitled Adventures around the World. A local young man sang Hispanic songs with his mother. His mother works at Queso Salsa. The food truck from Queso Salsa parked behind the library and offered food to our audience and our musicians. A local Irish pennywhistle player opened our event with light and airy whimsical music.

Every Wednesday in June at 2 pm, we have focused on different cultures with native speakers sharing details of each country. On June 11th, Maia Smith of the Republic of Georgia and longtime resident of Salisbury, shared the history and geography of Georgia. She spoke of how long the Christian faith had been established in her country and talked of traditional family values which were important to the people there. On June 18th, Leo McLeod traveled from Monroe in his Scottish kilt and accessories. He played thirty minutes of Scottish bagpipe music. The children were fascinated as he explained how the parts worked together to make the music. On June 25th, Agaly of Mustapha's taught the children common games they play on holidays in Turkey. He spoke about the family life in Turkey and the religious holidays. Agaly brought baklava for everyone from his restaurant. The children listened to a story called The Arabic Quilt which spoke of how a new immigrant might feel the first days of a new school.

In July we have five more exciting cultures to explore every Wednesday! Check out our Facebook page for pictures of all of these events.



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., 6/2/2025	9		5	6	2			6/17/2025
Tue., 6/3/2025	10	8		2				6/18/2025
Wed., 6/4/2025	5							6/19/2025
Sat., 6/7/2025	12							6/22/2025
WEEK TOTAL:	36	8	5	8	2			
Mon., 6/9/2025	3	1		2				6/24/2025
Tue., 6/10/2025	23	2	15	5	1			6/25/2025
Wed., 6/11/2025	13		2	3	1			6/26/2025
WEEK TOTAL:	39	3	17	10	2			
Mon., 6/16/2025	2	1						7/1/2025
Tue., 6/17/2025	14			3				7/2/2025
Wed., 6/18/2025	24	6		1	1			7/3/2025
WEEK TOTAL:	40	7		4	1			
Mon., 6/23/2025	5	3						7/8/2025
Tue., 6/24/2025	16	3	41		1			7/9/2025
Wed., 6/25/2025	29	3	4					7/10/2025
WEEK TOTAL:	50	9	45		1			
Mon., 6/30/2025	8							7/15/2025
WEEK TOTAL:	8							
MONTH TOTAL:	173	27	67	22	6			

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ACTIVE LIVING MONTHLY REPORT

- Parks and Recreation Advisory Board (PRAB) did not meet for the month of July.
- Active Living Coordinator hiring process update:
 - o Candidates have been updated on the Board's decision to freeze the position for FY26.

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Agenda Item Coversheet

Meeting Date: 07/08/2025

Agenda Item #: 14

Agenda Item Title: Town Manager's Report

Category: Town Manager's Report

Presenter(s): Peter Franzese, Town Manager

Explanation:

New Pay Plan Implementation

We are working through communications with staff to provide a clear picture of how the new pay plan will be implemented, with quarterly pay rate adjustments between now and March to reach the newly adopted pay grades. New hire offers will be constructed with a similar quarterly pay rate progression to reach the new grade rates by the same March timeframe. Thank you to our Board of Aldermen for your support in this process!

Town Park construction and community campaign: Park construction reached substantial completion on June 27, and the opening celebration on June 28 was a success! This was a soft opening event with a formal dedication to come date TBD in the fall. There are punch list items for the building and site that will be addressed as the project nears final completion. Water feature and landscaping corrections are some of the most visible items to address. This project had an outstanding team comprising the General Contractor, subcontractors, designers, and Town staff and officials. Live music by Motel Soap on June 28 was made possible with the support of several community sponsors, including: Spencer Partnership – Winterfest Committee, Rob and Beth Nance, Dr. Washko Family Dentistry, Spencer Woman's Club, Spencer Masonic Lodge, Central United Methodist Church, and Spencer Presbyterian Church.

We have raised the 333,686 needed to reach our value engineered contract and allowances amount of \$2,175,700. We would like to keep our fundraising efforts going to raise another \$50,000 for additional park elements and site improvements. **Remaining amount needed to reach \$385k stretch goal is approximately \$50,000. Learn more: <https://spencernc.gov/makeyourmark>.**

Attachment(s): ☐ Yes ☒ No