



AGENDA
Spencer Parks and Recreation
Advisory Board
Regular Meeting
10:00 a.m.

DATE
September 3, 2025

The Parks and Recreation Advisory Board meets on the first Wednesday of each month at 10:00 a.m. Regular meetings focus on action items, departmental reports, and other business. Both meetings are open to the public and are held in the Hilda B. Palmer Board Room in Town Hall, located at 460 South Salisbury Avenue. Please find meeting agendas, minutes, and other information at spencernc.gov/town-government-and-services/appointed-boards-and-commissions/parks-recreation-advisory-board.

- 1. CALL TO ORDER – Chair Bob Pendergrass**
- 2. ADDITIONS/DELETIONS AND ADOPTION OF AGENDA**
- 3. APPROVAL OF MINUTES – August 6, 2025, Regular Meeting Minutes**
- 4. INFORMATIONAL UPDATE – Parks and Recreation Trust Fund Grant (PARTF)**
- 5. INFORMATIONAL UPDATE – Proposed Entertainment District and Bike Lanes Extension**
- 6. OTHER BUSINESS**
 - Updates on Spencer Town Park
 - Updates on Race to the River
 - Updates on Library Maintenance
 - Proposed Fishing Policy
- 7. NEXT MEETING DATE REMINDER – October 1, 2025**
- 8. ADJOURNMENT**

MINUTES
Spencer Parks & Recreation Advisory Board
Regular Meeting
August 6, 2025

The Town of Spencer Parks and Recreation Advisory Board (PRAB) met in regular session in the Hilda B. Palmer Board Room at the Spencer Town Hall on Wednesday, August 6, 2025, at 10:33 a.m.

Present were: Chair Bob Pendergrass
Vice Chair Dionne Dixon
Secretary Vivian Koontz
Member Jim Gobbel

Also present were: Alderwoman Erin Moody, Town Clerk Anna K. Ward, and Special Projects Planner Joe Morris.

Members Jack Moore and Phip Sparger were absent.

Chair Pendergrass declared a quorum and called the meeting to order.

ADDITIONS/DELETIONS AND ADOPTION OF AGENDA

Special Projects Planner Morris wished to add an item regarding policy about park use, and Member Gobbel wished to add an item to discuss the park on Jefferson Street under “Other Business.”

Action

Vice Chair Dixon moved to adopt agenda as amended. Member Gobbel seconded the motion, which carried by a vote of 4 – 0.

APPROVAL OF MINUTES

Action

Member Gobbel moved to adopt the minutes for the June 6, 2025, meeting as presented. Vice Chair Dixon seconded the motion, which carried by a vote of 4 – 0.

PRAB BY-LAWS REPORT

Town Clerk Ward and Special Projects Planner Morris informed the board that the Town of Spencer Board of Aldermen had adopted the PRAB by-laws during their Regular Meeting held on July 8, 2025, and answered their questions.

GREAT TRAILS STATE GRANT

Special Projects Planner Morris informed the board that the Town was awarded \$460,000 through the 2025 Great Trails State Program for the Rocky Branch Loop Trail and answered their questions.

FY26 RECREATION FUND BUDGET

Town Clerk Ward and Special Projects Planner Morris reviewed the Fiscal Year 2025-2026 fund budgets for the Library and Recreation (Public Works) funds and answered their questions. Topics discussed included: volunteers, trail maintenance, grants, community partnership opportunities, UW Day of Caring, tax payer money for operational funds, fee schedule, and the use of properties by the public with and without a permit.

RACE TO THE RIVER

Vice Chair Dixon reported on her progress planning the Race to the River event, which will take place on October 18 as part of Rowan County Creek Week. She noted that a planning meeting for the overall Creek Week is scheduled for August 12. A bike rodeo will be included in Race to the River activities. Secretary Koontz noted that she will share the vendor form and fee structure used for the Cheerwine Festival, which allows vendors to submit information through a link on Downtown Salisbury Inc.'s website. This process provides organizers with vendor information and enables them to select participants based on the target audience for each event. The Board discussed vendor participation requirements, noting that vendors are permitted only with an event-specific permit. The Board also discussed various vendor options for the event.

OTHER BUSINESS

UPDATES

- Final project walkthrough postponed due to rain; deficiencies reviewed with contractor. Fountain requires repair for sharp edges (Carolina Surfacing to complete). Landscaping issues noted (lawn undulations and seams; additional top dressing required). Plant material under one-year guarantee to be replaced this fall. An archway sign, similar to the one at the former park, is being considered for installation. Sidewalk is accumulating dirt due to water drainage.
- National Night Out and Dedication Ceremony scheduled for October 7.
- Update provided on discussions with YMCA regarding a summer youth program.
- Issues at the 8th Street Ballpark discussed, including signage, restroom maintenance, exhaust fan efficiency, and ADA compliance.
- Library concerns raised: air conditioning package unit cover damaged and not yet repaired; gutter maintenance needed.
- Chair Pendergrass and Clerk Ward to attend the Outdoor Economy Conference (OEC) with Department of Commerce funding provided through the Town of Spencer's Creating Outdoor Recreation Economies (CORE) Program.

ACTION/FOLLOW-UP ITEMS

- Special Projects Planner Morris stated he is working on a policy regarding Town-sanctioned events and sponsorships.
- Secretary Koontz recommended establishing event fees and requiring liability insurance for organizers. Discussion included defining Town-produced versus sponsored events, cost recovery for Town contributions, and requirements for food trucks (certificate of insurance) and alcohol vendors (brewer's permit). Secretary Koontz also recommended developing a cost breakdown to show the public how much it costs the Town to host events, to help explain the fees charged.
- Staff is currently reviewing event permit processes from the Towns of Wake Forest and Blowing Rock for possible adaptation.
- Jefferson Street Park neighbors expressed concerns about two large piles of red dirt washing into the street.

NEXT MEETING DATE

Clerk Ward reminded the Board that the next meeting will be held on September 3, 2025, and informed them that the November meeting will need to be moved to either a different day or a different location due to the Hilda B. Palmer Board Room being used as a polling place.

ADJOURNMENT

Vice Chair Dixon moved to adjourn the meeting. Member Gobbel seconded the motion, which carried by a vote of 4 – 0. The meeting stood adjourned at 12:16 p.m.

Approved by:

Attest:

Bob Pendergrass, Chair

Anna Kanode Ward, Town Clerk

704-633-2231
spencernc.gov



Post Office Box 45
Spencer, NC 28159-0045

Rowan's Original Gateway.

Agenda Item Coversheet

Meeting Date: 09/09/2025

Agenda Item #:

Agenda Item Title: Bike Lanes for Salisbury Ave/US HWY 29 (and maybe Whitehead)

Category: Regular Agenda

Presenter(s): Steve Blount, Planner

Explanation:

In 2023, Spencer took advantage of NCDOT's routine resurfacing program to add bike lanes, reduce traffic lanes, and add a dedicated turn lane for Salisbury Ave from 17th St to Jefferson. That same opportunity will be available on the northern portion of Salisbury Ave/US HWY 29 from Jefferson to the Yadkin River in 2027. We might also be able to use this same approach on Whitehead from 3rd St to Salisbury Ave (via W Jefferson).

Financial Impact:

Cost of lane design by consultant

Choose an item.

Motion to authorize staff to investigate cost of consultant for stripping plan and to further investigate use of bike lanes on Whitehead.

Attachment(s): ☒ Yes ☐ No

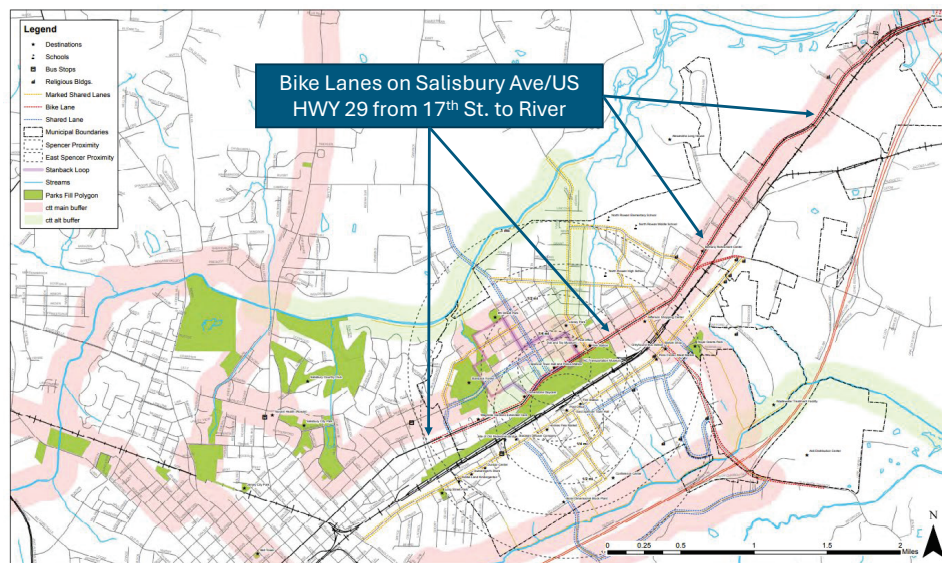
1. Presentation material

Bike Lanes and Traffic Calming

Salisbury Ave, US HWY 29 and Beyond...



Spencer/East Spencer
Comprehensive Bicycle and
Pedestrian Plan
2016



From Spencer/East Spencer Bike/Ped Plan

1.4 Benefits of Bicycle and Pedestrian Facilities

Any good investment provides a beneficial return. Bicycle and pedestrian facilities provide a great return on the investment required to implement if properly planned, built, and maintained. The benefits of bicycle and pedestrian facilities are multifaceted and the subject of numerous studies and reports. The following overview of the many benefits provided by bicycle and pedestrian facilities is divided into four categories:

- Connecting Communities
- Health Benefits
- Economic Impacts
- Environmental Benefits

1.4.1 Connecting Communities

Connecting one place to another is the primary function of transportation facilities, be it urban streets, rural roads, or interstate highways. Bicycle and pedestrian facilities serve this same purpose. Well planned facilities provide useful connections between homes, schools, businesses, parks, and other nearby destinations.

1.4.2 Health Benefits

Encourages physical activity

The adaptable nature of bicycle and pedestrian facilities provides an advantage when compared to traditional parks. Such facilities serve as convenient and accessible venues that support a variety of recreational activities, such as walking, cycling, and running. By design, these facilities function as linear corridors, purposefully located to create linkages between neighborhoods, providing direct access to a recreation resource. Bicycle and pedestrian facilities can help make the choice to exercise easier.

Relieves stress and improves psychological health

Many studies have been conducted to measure the benefits that regular exercise offers our physical health. Researchers also recognize the effects that exercise can have on mental health. A Duke University study tracked subjects suffering from depression. The study results indicated that depression was successfully treated for 60% of test subjects who exercised just 30 minutes a day for three days a week without the use of medication. Many people are turning to bicycle and pedestrian activities as their main source of exercise and resulting mental health benefits.

1.4.3 Economic Impacts

The positive impacts that bicycle and pedestrian facilities have on communities are far-reaching. Economic data from communities where such facilities have been developed provide real world numbers on the direct and indirect positive economic impacts that they provide. These numbers help justify the expenditure of public dollars to develop transportation and recreational facilities as they provide both an improved quality of life and positive long term economic impacts on nearby businesses, municipalities, and homeowners.

- Increases property values
- Attracts tourism
- Ability to attract new business and retain nearby businesses

1.4.4 Environmental Benefits

Most people understand that bicycle and pedestrian facilities provide many benefits, however, many do not realize the environmental benefits that such facilities can provide. These benefits are very important given the ever-expanding development of previously undeveloped lands. However, the development associated with any growth can negatively impact our natural resources. Bicycle and pedestrian facilities help preserve natural amenities, protect agricultural lands, improve water and air quality, and provide habitats for native wildlife.

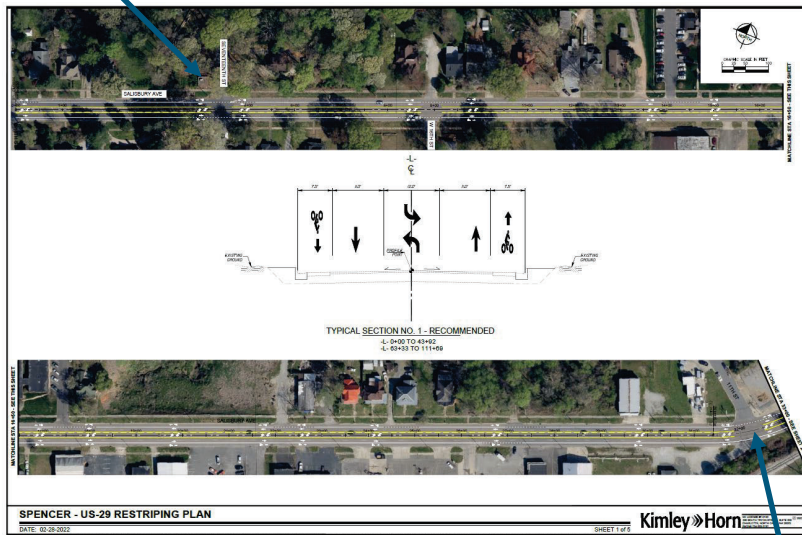
Complete Streets Goals

- Reduce pedestrian crashes and unsafe conditions
- Improve access and mobility for those without a vehicle
- Enhance quality of life by providing transportation choices
- Ensure NCDOT has an equitable transportation system that works for everyone



NCDOT Complete Streets Program

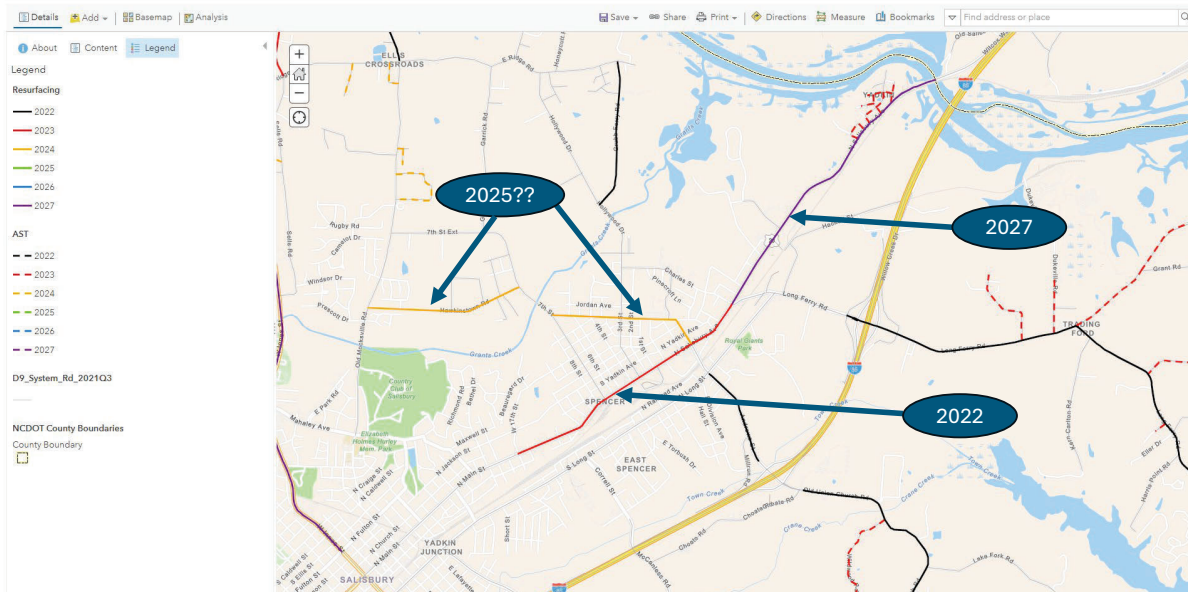
17th Street to...



...11th Street

Home ▾ Div 9 Draft HMIP 2022 - 2027

Open in new Map Viewer New Map ▾ Phillip



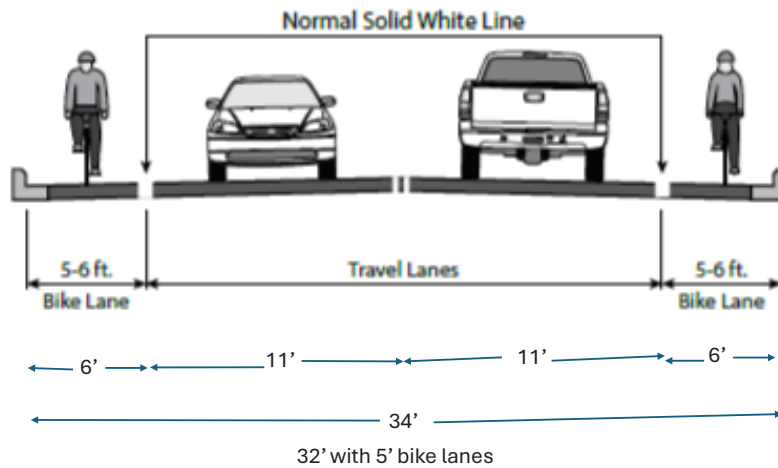
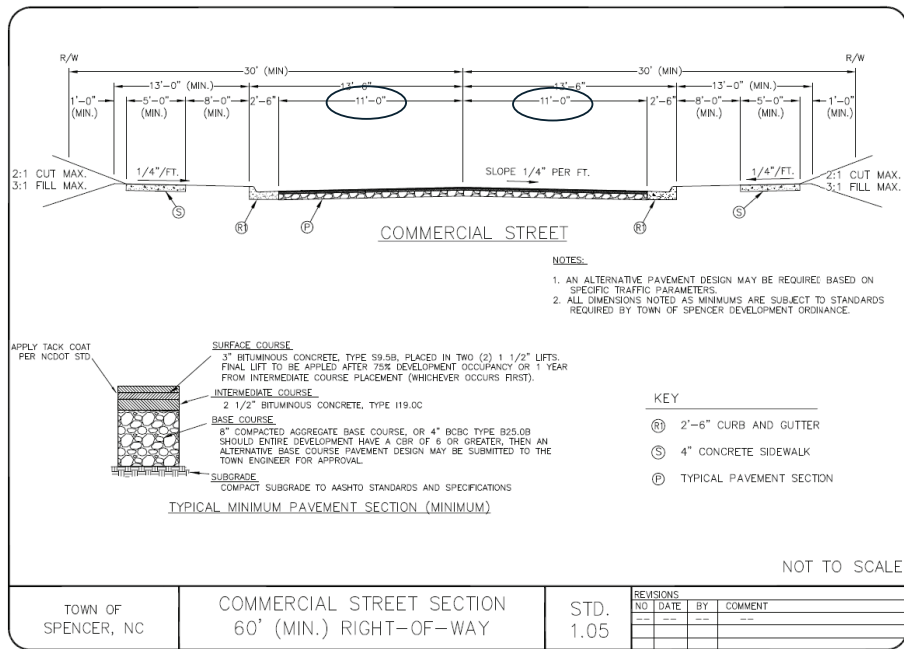
Salisbury Ave/US HWY 29

- Restriping to reduce traffic lanes and add bike lanes on Salisbury Ave from 17th St to Jefferson St was accomplished during NCDOT's routine resurfacing in 2022-23
- Cost of striping was by NCDOT, we had to pay for design of restriping.
- Resurfacing of the remainder of Salisbury Ave/US HWY 29 from Jefferson to the river is scheduled for 2027.
- Now is the time to begin planning for the restriping of this section if we want to complete the bike lane project to the Yadkin River suggested in several previous planning efforts.
- We will need to include in next year's budget adequate funds to handle the design work for this project



Whitehead/Jefferson

- EB-5861, the 7th Street Greenway Project envisions a 10' wide paved multi-use path from the 7th St Trailhead, along Whitehead, Oakview, Charles and then Salisbury Ave/US HWY 29 to the Yadkin River.
- The Town was awarded this grant many years ago but could not proceed due the 20% match requirement
- This year we were allowed to use some of those funds to proceed with a feasibility study to determine real costs and obstacles to the project. This study shows that even the first part of this project (7th St to Salisbury Ave.) would exceed the total funds allocated (\$4 million +/-)
- During the feasibility study, recognizing the possibility of inadequate funding, it was suggested that we consider using NCDOT resurfacing and restriping to create bike lanes and then use EB-5861 funding to create 5' wide sidewalks. Initial measurements indicates the Whitehead from 3rd to Jefferson (and then Jefferson to Salisbury Ave.) would be wide enough to accommodate this approach.
- If we want to move forward with this approach, now is the time to begin planning for the restriping of this section as resurfacing is scheduled in the near future.
- We will need to include in next year's budget adequate funds to handle the design work for this project

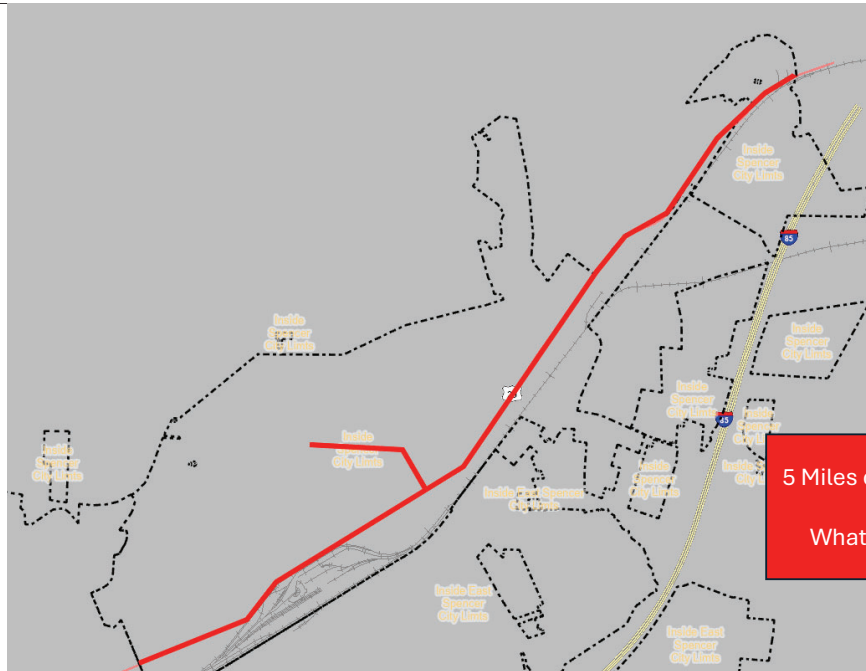


34' wide from 3rd St to High School



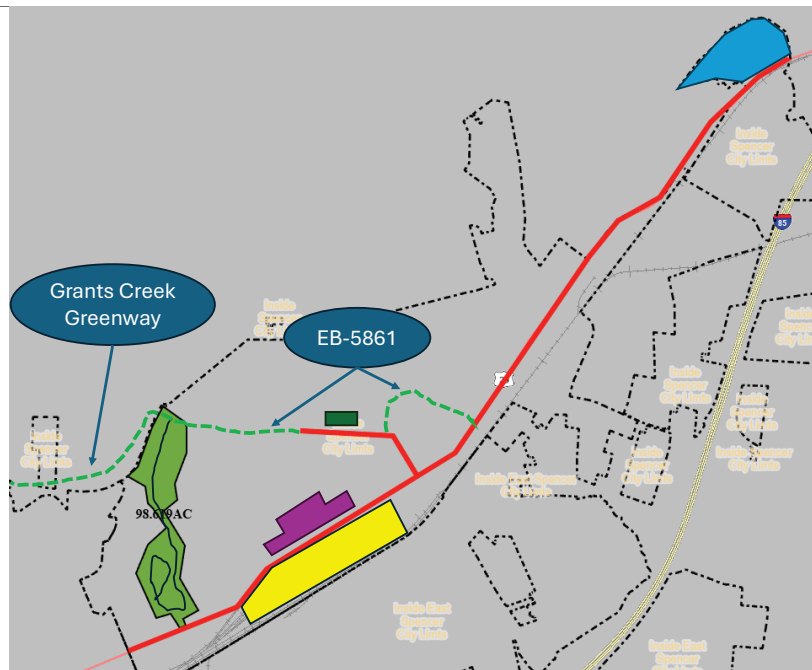
59' wide in front of High School to Oakwood





5 Miles of Dedicated Bike Lanes

What Does It Accomplish?



- 5 Miles of Dedicated Bike Lanes Connects...
- ...Transportation Museum
- ...Entertainment District
- ...Stanback Forest
- ...Yadkin River District
- ...High School Campus
- ...and much, much more!