



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

DATE
December 9, 2025

The Board of Aldermen meets on the second Tuesday of each month at 6:00 p.m., with a pre-agenda meeting on 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 are 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 – Alderwoman Patricia Sledge**
- 3. PLEDGE OF ALLEGIANCE – Mayor Jonathan Williams**
- 4. ORGANIZATION AND PROCEDURE OF MAYOR AND BOARD OF ALDERMEN**
 - a. Oath of Office Administered to Newly Elected Members of the Board of Aldermen**
 - b. Establishment of Time and Place for the Board’s Regular Meetings in 2026**
 - c. Election of Mayor Pro Tempore for January 2026 – November 2027**
 - d. Consider Appointment/Reappointment of Representatives**
- 5. ADDITIONS/DELETIONS AND ADOPTION OF AGENDA**
- 6. RECOGNITIONS – Alderwoman Sledge: Spencer’s Holiday Caravan Parade Volunteers**
- 7. 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.
- 8. 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:** November 13, 2025, Pre-Agenda Meeting Minutes
November 18, 2025, Regular Meeting Minutes
 - b. CONSIDER REAPPOINTING – Planning Board Members**
 - c. NCRR Build Ready Site Grant Agreement**
 - i. CONSIDER AUTHORIZING – Town Manager to Execute NCRR Build Ready Site Grant Agreement and Subrecipient Agreement with Samet Properties**
 - ii. CONSIDER ADOPTING – Project Budget Ordinance 25-20 Appropriating and Approving the Build Ready Site Grant Funds**

9. ANNUAL AUDIT UPDATE – Finance Officer Heather Kann to Provide Update on Fiscal Year 2024-2025 Annual Audit

10. DEPARTMENTAL REPORTS

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

11. TOWN MANAGER REPORT

12. REQUESTS & COMMENTS by the Mayor and Board Members

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

14. ADJOURNMENT