



**Board of Aldermen
Pre-Agenda Meeting**

**Agenda Packet
February 5, 2026**



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

DATE
February 5, 2026

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 Pro Tempore Rashid Muhammad**
- 2. INVOCATION & PLEDGE OF ALLEGIANCE – Mayor Pro Tempore Rashid Muhammad**
- 3. REVIEW OF FEBRUARY 10, 2026, AGENDA**
 - 1. CALL TO ORDER – Mayor Pro Tempore Rashid Muhammad**
 - 2. INVOCATION**
 - 3. PLEDGE OF ALLEGIANCE – Mayor Pro Tempore Rashid Muhammad**
 - 4. ADDITIONS/DELETIONS AND ADOPTION OF AGENDA**
 - 5. RECOGNITIONS**
 - a. Mayor Pro Tempore Rashid Muhammad – Proclamation for Heart Awareness Month 2026**
 - 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: January 8, 2026, Pre-Agenda Meeting Minutes
January 13, 2026, Regular Meeting Minutes**
 - b. CONSIDER RATIFYING – Clerical Corrections for Budget Ordinances 25-11.002 & 25-11.008**

c. CONSIDER ADOPTING – Budget Amendment 25-11.011 Fire Department Station Damages

8. CONSIDER ADOPTING – Ordinance 26-xx Granting a Franchise to Duke Energy Carolinas, LLC (first reading)

9. CONSIDER ADOPTING – Budget Ordinance 25-11.010 Police 2025 Toyota Tacoma

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

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

5. ADJOURNMENT



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Rowan's Original Gateway.

Agenda Item Coversheet

Meeting Date: 02/10/2026

Agenda Item #: 5

Agenda Item Title: Proclamation for Heart Awareness Month 2026

Category: Recognition

Presenter(s): Rashid Muhammad, Mayor Pro Tempore

Explanation:

Mayor Pro Tempore Muhammad will read the proclamation for Heart Awareness Month 2026 as part of the American Heart Association's *Libraries with Heart* initiative. The Spencer Town Library and the Rowan Public Library System (RPL) are collaborating with the American Heart Association to bring blood pressure monitors and resources to four RPL branches and the Town of Spencer Library.

Financial Impact:

N/A

Recommended Action:

Give recognitions.

Attachment(s): Yes No

1. Article from the *Salisbury Post*, "Local organizations join forces to support heart health."
2. Proclamation
3. The Spencer Town Library BP Clinic Referral Flyer



Local organizations join forces to support heart health

Published 12:06 am Thursday, February 5, 2026

By Staff Report

SALISBURY — The Rowan Public Library System, Town of Spencer Library, Rowan County Public Health and the American Heart Association will celebrate their collaboration of resources and equipment that will better support heart health on Friday. The event begins at 11 a.m. at RPL’s Headquarters branch, located at 201 W. Fisher St. in Salisbury.

According to a release from the RPL East Branch Supervisor Sydney Smith Hamrick, the American Heart Association supports library systems nationwide to empower community members to monitor their blood pressure through loaner kits and stations. That initiative also provides onsite heart health resources, expanding access to critical health information in communities with high rates of hypertension.

“When the American Heart Association and Public Health approached us about the possibility of bringing this initiative to Rowan County, it was an immediate yes,” said RPL Director Melissa Oleen. “The library is glad to connect its community members with free access to blood pressure monitoring resources.”

That access includes onsite stations, similar to what you might see in a pharmacy, at all four RPL branches and Town of Spencer Library. RPL will also add heart health-themed kits to its circulating collection, allowing patrons to check out blood pressure cuffs and use them at home.

Free public access to monitoring resources is invaluable, noted the release. Many people do not realize they have high blood pressure, often called a “silent killer,” until they have it checked. Unmanaged, it can lead to numerous health problems. Regular monitoring is essential for early detection and management.

“Health equity isn’t just part of our mission — it’s the heartbeat of it,” says Allison Nelson, Vice President of American Heart Association’s Community Impact Greater Charlotte Market. “By having blood pressure stations easily accessible at the libraries and loaner equipment for home use, we’re clearing obstacles to care and giving people the power to take charge of their heart health.”

Nelson’s message resonates with a need in Rowan County.

“In 2025, the number one leading cause of death in Rowan County was heart disease,” said Amy Smith, Rowan County Public Health’s education specialist. “One of the simplest — and strongest — ways to protect your heart is to know your blood pressure. When you know your numbers and adopt a healthier lifestyle, your quality and quantity of life can improve.”

Members of the public are welcome at the celebratory event, which kicks off with a special presentation and ribbon cutting. Light refreshments will follow.

From 11 a.m. to 2 p.m., all four of RPL's blood pressure kiosks will be available for patron use in Headquarters' Hurley Room. All members of the public are welcome to drop in during this four-hour window, get a baseline of their current blood pressure readings, and begin their journey to better health.

Rowan County Public Health will be onsite to share resources about its programs to support your heart health and overall well-being.

At 11:30 a.m., Youth Services staff will present a special movement storytime in Stanback Auditorium. Designed for families, all ages are welcome.

At 12:30 p.m., also in Stanback Auditorium, a free "Medicare 101" presentation will share basic information about how the program works, who qualifies, and what rules apply. Those interested in learning more about Medicare are encouraged to attend. To learn more about this presentation, call 704-216-8218.

After this special event, one of the blood pressure monitoring stations will be installed at each of RPL's four branches, located in Salisbury, Rockwell, China Grove and Cleveland. The stations will be available for patron use anytime during branch operating hours. Access is first-come, first-served.

For details about the availability of Spencer Town Library's blood pressure monitoring station, call 704-636-9072. Go to tinyurl.com/rpl-hearthealth for full details about Rowan County's coalition to Support Heart Health, including partner information, resources, and American Heart Association materials.

Read more at: <https://www.salisburypost.com/2026/02/05/local-organizations-join-forces-to-support-heart-health/>



PROCLAMATION

OFFICE OF THE MAYOR PRO TEMPORE

WHEREAS, the American Heart Association, Rowan County Public Health, the Rowan Public Library System, and Spencer Town Library have partnered to make heart health more accessible by transforming libraries into community hubs for education and blood pressure monitoring; and

WHEREAS, this initiative provides free access to blood pressure kiosks and loaner kits for at-home monitoring, empowering individuals with educational materials, tracking logs, and clinic referrals, thereby helping people take control of their health; and

WHEREAS, nearly half of U.S. adults have high blood pressure, and many are unaware of it. Hypertension, often called the “silent killer,” has no obvious symptoms and is a leading risk factor for heart disease, which remains the leading cause of death in Rowan County and across the United States; and

WHEREAS, normal blood pressure is below 120/80 mm Hg, and accurate measurement is essential for diagnosis and prevention. Community blood pressure stations provide kiosks, educational resources in English and Spanish, tracking logs, and QR codes linking to instructional videos, along with a loaner program for monitors; and

WHEREAS, these stations connect individuals to their blood pressure numbers, help confirm or rule out hypertension, and support better health decisions in partnership with healthcare providers; and

WHEREAS, libraries play a vital role by creating “Know Your Numbers” spaces, promoting stations through signage and wellness challenges, and assisting visitors with accurate measurement guidance and device check-out;

NOW, THEREFORE, I, Rashid Muhammad, Mayor Pro Tempore of the Town of Spencer, do hereby proclaim February 2026 as

HEART AWARENESS MONTH

in Rowan County and encourage all residents to take advantage of these resources to monitor their blood pressure and prioritize their heart health.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of Spencer, North Carolina, to be affixed this 10th day of February 2026.

Approved by:

Attest:

Rashid Muhammad, Mayor Pro Tempore Pro Tempore

Anna Kanode Ward, Town Clerk



American
Heart
Association.

Take action.



GET AND STAY CONNECTED!

One of the most important parts about controlling your blood pressure is communicating with your health care provider and making sure they are informed of your blood pressure readings. Please consult your provider for personalized medical advice, including starting any medical treatment. Always seek the advice of a physician or other qualified healthcare provider with any questions regarding a medical condition.

**If you need a need a healthcare provider,
the following resources are available:**



American
Heart
Association®

¡Prepárate!



PONTE Y MANTENTE CONECTADO

Una de las partes más importantes del control de la presión arterial es comunicarse con su proveedor de atención médica y asegurarse de que esté informado sobre sus lecturas de presión arterial. Consulte a su proveedor para obtener asesoramiento médico personalizado, incluido el inicio de cualquier tratamiento médico. Siempre busque el consejo de un médico u otro proveedor de atención médica calificado si tiene alguna pregunta sobre una afección médica.

Si necesita un proveedor de atención médica, los siguientes recursos están disponibles:



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Rowan's Original Gateway.

Agenda Item Coversheet

Meeting Date: 02/10/2026

Agenda Item #: 7. a.

Agenda Item Title: Approval of January 2026 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 January 8, 2026, and the Regular Meeting held on January 13, 2026. Alderwoman Patricia Sledge has proofread the drafted minutes, and Town Clerk Ward has made the suggested grammatical and spelling corrections.

Financial Impact:

None

Recommended Motion:

Approve the minutes from the Pre-Agenda Meeting held on January 8, 2026, and the Regular Meeting held on January 13, 2026, on the Consent Agenda.

Attachment(s): Yes No

1. January 8, 2026, Pre-Agenda Meeting Minutes (draft)
2. January 13, 2026, Regular Meeting Minutes (draft)

MINUTES
Spencer Board of Aldermen
Regular Meeting
January 13, 2026

The Town of Spencer Board of Aldermen met in regular session in the Hilda B. Palmer Board Room at the Spencer Town Hall on Tuesday, January 13, 2026, at 6:01 p.m.

Present were: Mayor Jonathan Williams
Mayor Pro Tempore Rashid Muhammad
Alderman Steve Miller
Alderwoman Erin Moody
Alderwoman Patti Seceast
Alderwoman Patricia Sledge
Alderwoman Pamela Stanley

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

Mayor Williams called the meeting to order.

Alderman Miller gave the invocation.

Mayor Williams led the Pledge of Allegiance.

ADDITIONS/DELETIONS

It was the consensus of the board to add Resolution 26-01 adopting an updated public works crew member job description for the Town of Spencer Classification Plan to the consent agenda, and an update from Rowan Economic Development Council (EDC) Vice President Scott Shelton as item eight, prior to the FY25 Audit Presentation.

Action

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

RECOGNITIONS

Alderwoman Seceast gave a recognition to the Spencer’s Holiday Caravan Committee.

Alderwoman Sledge gave a recognition to the Winterfest Committee.

PUBLIC COMMENT

Mayor Williams opened the floor to receive public comment.

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

CONSENT AGENDA

Alderwoman Sledge moved to approve the consent agenda as amended. Mayor Pro Tempore Muhammad seconded the motion, which carried by a vote of 6 – 0. Items b, c, and e are incorporated in the body of the minutes below and item d is included as Attachment A. The updated job description from item e is included as Attachment B. Items approved were:

- a. **APPROVAL OF MINUTES:** December 4, 2025, Pre-Agenda Meeting Minutes
December 9, 2025, Regular Meeting Minutes
- b. **CONSIDER ADOPTING** – Budget Ordinance Amendment 25-11.007 Police Department Donations
- c. **CONSIDER ADOPTING** – Budget Ordinance Amendment 25-11.008 Fire Department Donations
- d. **CONSIDER ADOPTING** – Budget Ordinance Amendment 25-11.009 Updating the Chart of Account Numbers and Descriptions per the MAS Program Effective August 1, 2025
- e. **CONSIDER ADOPTING** – Resolution 26-01 Adopting Updated Job Description for the Town of Spencer Classification Plan

**AN ORDINANCE AMENDING THE TOWN OF SPENCER, NORTH CAROLINA, FY 25-26 ANNUAL BUDGET
ORDINANCE 25-11.007
JANUARY 13, 2026**

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, 2025, and ending on June 30, 2026:

Section 1. The Town received a \$150.00 donation from F&M Bank for the Police Department to assist in expenses for the National Night Out.

Section 2. The Town received a \$350.00 donation to the Police Department from Civic Federal Credit Union for the Police Department to assist in expenses for the National Night Out.

Section 3. The Town received a \$150.00 donation from Floyd Pitt & Vonda Crews for the Police Department to assist in expenses for National Night Out.

Section 4. The Town received a \$250.00 donation from Kevin Reid Motorsports for the Police Department to assist in expenses for National Night Out

Section 5. To amend the FY 25-26 revenue and expense appropriations as follows:

Revenues

Account	Title	Current Budget	Amended Budget	(Decrease) Increase
10-4641	Donations-Other	\$1,100	\$2,000	\$900

Expenditures

Account	Title	Current Budget	Amended Budget	(Decrease) Increase
10-5100-573	Governing Body Projects	\$24,100	\$25,000	\$900

Section 6. 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.

**AN ORDINANCE AMENDING THE TOWN OF SPENCER, NORTH CAROLINA, FY 25-26 ANNUAL BUDGET
ORDINANCE 25-11.008
JANUARY 13, 2026**

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, 2025, and ending on June 30, 2026:

Section 1. The Town received a \$100 donation to the Fire Department from Karen Kuchar.

Section 2. The Town received a \$50 donation to the Fire Department from Susan Morris.

Section 3. The Town received a \$50 donation to the Fire Department from Spencer Women’s Club.

Section 4. The Town received a \$100 donation to the Fire Department from Beth Nance.

Section 5. To amend the FY 25-26 revenue and expense appropriations as follows:

Revenues

Account	Title	Current Budget	Amended Budget	(Decrease) Increase
10-4611	Donations-Other	\$5,200	\$5,500	\$300

Expenditures

Account	Title	Current Budget	Amended Budget	(Decrease) Increase
10-5400-579	Miscellaneous Expense	\$39,747	\$40,047	\$300

Section 6. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board, and to the Town Manager and the Finance Officer for record-keeping.

**RESOLUTION 26-01
TOWN OF SPENCER, NORTH CAROLINA**

A RESOLUTION ADOPTING UPDATED JOB A DESCRIPTION FOR THE TOWN OF SPENCER CLASSIFICATION PLAN

WHEREAS, the Town of Spencer charter authorizes the Board of Aldermen of the Town of Spencer to appoint, provide for the pay, and prescribe the duties of such officers and employees as the board may deem necessary for the proper administration of the town; and

WHEREAS, pursuant to N.C.G.S. 160A-146, the Board of Aldermen has the authority to create, change, and abolish positions and departments of the town government; and

WHEREAS, under N.C.G.S. 160A-148, the town manager is charged with directing and supervising the administration of all departments of the town government, including the implementation of personnel policies and classification plans adopted by the board; and

WHEREAS, the *Town of Spencer Personnel Policy and Procedure Manual* provides that the town’s classification plan, including all official job descriptions, shall be adopted and amended by resolution of the Board of Aldermen upon recommendation of the town manager; and

WHEREAS, the town manager has reviewed and recommended adoption of updated job descriptions for public works crew member to ensure that it accurately reflects current duties, responsibilities, and minimum qualifications;

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

Section 1. The updated job description attached hereto and incorporated herein by reference are hereby approved and adopted as part of the town’s official classification plan.

Section 2. The town manager is authorized to implement these changes effective upon adoption, and to make administrative or formatting revisions as needed for clarity or compliance, provided such changes do not materially alter the duties or grade assignments approved by this resolution.

Section 3. This resolution shall become effective upon its adoption.

RECEIVE REPORT – Rowan EDC Vice President Scott Shelton

Rowan EDC Vice President Shelton provided a report on Rowan EDC’s progress and answered questions from the mayor and board.

RECEIVE PRESENTATION – FY25 Audit Presentation from Nick Wicker, Strickland Hardee, PLLC Director

Strickland Hardee, PLLC, Director Nick Wicker gave the mayor and board a presentation regarding the audit for the year ended June 30, 2025, answered questions from the mayor and board. The Town of Spencer received an unmodified (clean) audit opinion for the fiscal year ended June 30, 2025, with no material weaknesses or significant deficiencies identified. The auditors reported no issues or disagreements with management, and all major grant programs were found to be in compliance. While fund balances declined due to expenditures exceeding revenues, the Town ended the year with positive fund balances and sound financial reporting.

PROVIDE GUIDANCE – Cell Tower on Town Property

A cell phone tower company has contacted town staff concerning the possibility of locating a tower on the north end of our Public Works Dept. property at the end of Sowers Ferry Road. Planning & Zoning Administrator Blount provided preliminary information and answered questions from the mayor and board for their education and consideration. His memo is included with these minutes as Attachment C.

Mayor Pro Tempore Muhamad left the board room at 6:50 p.m. and returned at 7:00 p.m.

DEPARTMENTAL REPORTS

Planning

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

Planner Harris gave an update on the Community Development Block Grant for Neighborhood Revitalization (CDBG-NR) and answered any questions from the mayor and board. Topics included: the current cycle closeout; not being awarded for the next cycle due to communities impacted by Helene having priority; and recommendations for future applications and use of funds.

Code Enforcement

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

Police

Police Chief File gave the monthly Police Department report and answered any questions from the mayor and board. The main topic of discussion was a grant through the Governor’s Highway Safety Program that would assist in filling the frozen position in the police department.

Action

Alderwoman Moody moved to authorize the town manager and Chief File to apply for this grant. Mayor Pro Tempore Muhammad seconded the motion, which carried by a vote of 6 – 0.

Fire

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

Public Works

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

Finance

Finance Officer Kann gave the monthly Finance Department report and answered any questions from the mayor and board.

Active Living

Town Clerk Ward gave the monthly Active Living report and answered any questions from the mayor and board.

Special Projects Planner Morris gave more in-depth updates on current grants and projects and answered any questions from the mayor and board.

TOWN MANAGER REPORT

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

It was the consensus of the board to hold the community feedback portion of the annual planning session on the evening of March 5, 2026, after the pre-agenda meeting, and the rest of the planning session on March 6, 2026, starting at 8:30 a.m. Both will take place in the Hilda B. Palmer Board Room.

REQUESTS AND COMMENTS BY THE BOARD MEMBERS

Alderwoman Patricia Sledge

- Thanked town staff and volunteers for their work on Winterfest, noting that the event's success requires broad community involvement.
- Encouraged additional participation and volunteer involvement moving forward.

Alderwoman Patti Secreast

- Recognized North Rowan High School alumnus Bo Russell (Class of 1969), who grew up on Fifth Street in Spencer.
- Highlighted key points from a recent Salisbury Post article detailing his accomplishments, including his athletic achievements, military service, and later work as a Baptist pastor in Okinawa.
- Expressed hope that his story would inspire current students, emphasizing that individuals can make a meaningful difference regardless of where they begin.

Mayor Pro Tempore Rashid Muhammad

- Thanked volunteers for their efforts with Winterfest and the Holiday Caravan Parade and expressed optimism for continued success in future years.
- Thanked Public Works, the Police Department, and the Fire Department for their assistance with community events throughout the year.
- Expressed appreciation for the new board and for residents who attended the recognition portion of the meeting.
- Thanked fellow board members, town staff, and employees for their support and encouragement during a recent time of personal loss.

Alderman Steve Miller

- Offered a brief comment advising Mayor Pro Tempore Muhammad to be careful while driving.

Alderwoman Erin Moody

- Noted that January is Human Trafficking Awareness Month and emphasized the importance of awareness within the community.
- Commended the Code Enforcement Department and highlighted the value of proactive, collaborative efforts within the town.
- Stated that examples of community care and cooperation provide hope during stressful or difficult times.

Alderwoman Pamela Stanley

- Thanked those involved in Winterfest and the parade, noting how the events brought the community together as a family.
- Shared that the experience inspired her to become more involved.
- Welcomed everyone to the new year and expressed appreciation to fellow board members.

Mayor Jonathan Williams

- Stated he had no additional comments.

EXECUTIVE SESSION

It was the consensus of the board that there was no reason to go into executive session.

ADJOURNMENT

Alderwoman Seceast moved to adjourn the meeting. Alderwoman Moody seconded the motion, which carried by a vote of 6 – 0. The meeting stood adjourned at 8:37 p.m.

Approved by:

Attest:

Rashid Muhammad, Mayor Pro Tempore

Anna Kanode Ward, Town Clerk

Town of Spencer - FY 25-26 - BUDGET AMENDMENT #25-11.009				
1. Due to converting to a new accounting software (Black Mountain Software) and updating the Town Chart of Accounts per the MAS Program effective August 1, 2025, this Budget Amendment is to illustrate 1. account name changes and 2. the reallocation of funds by department and function but does not change the overall budgeted amounts that were originally approved by council for the 25-26 fiscal year (with one exception in Miscellaneous Grants Fund - see below).				
GENERAL FUND				
Old Description	BMS - New Description	7/31/25 Approved Budget	Reallocation	8/1/25 Budget as Amended in BMS
Revenues				
TAXES, PRIOR YEARS		\$12,000.00	-	
TAXES, 3RD PRIOR YR	Ad Valorem Tax - PY	\$3,600.00	-	42,600.00
TAXES, 2ND PRIOR YR		\$6,000.00	-	
TAXES, FIRST PRIOR YEAR		\$21,000.00	-	
AD VALOREM TAXES CURRENT		Ad Valorem Tax - CY	\$2,231,566.00	
AD VALOREM TAXES VEHICLE	Vehicle Property Tax	\$186,626.00	-	186,626.00
MUNICIPAL VEHICLE TAX	Municipal Vehicle Tax	\$13,000.00	-	13,000.00
TAX INTEREST & PENALTIES	Interest & Penalties	\$15,585.00	-	15,585.00
1% SALES TAX (ART 39)	NCDOR - Local Option Sales Tax	\$400,052.00	-	1,206,213.00
1/2% SALES TAX (ART 40)		\$263,749.00	-	
1/2% SALES TAX (ART 42)		\$197,004.00	-	
1/2% SALES TAX (ART 44)		\$345,408.00	-	
BEER & WINE TAX	NCDOR - Beer & Wine Tax	\$14,500.00	-	14,500.00
UTILITY FRANCHISE TAX	NCDOR - Utility Franchise Taxes	\$204,000.00	-	204,000.00
SOLID WASTE DISPOSAL TAX	NCDOR - Solid Waste Disposal Tax	\$2,600.00	-	2,600.00
COURT, PKG FEES, REPORTS	Court, Pkg Fees, Reports	\$1,500.00	-	1,500.00
FIRST RESPONDER FEES	First Responder Fees	\$8,000.00	-	8,000.00
ROWAN-SALIS SCHOOLS MATCH	Resource Officer Reimbursement	\$252,641.00	-	252,641.00
NCTM PAYMENTS	NCTM Payments	\$32,473.00	-	32,473.00
ZONING FEES	Zoning Fees	\$12,500.00	-	12,500.00
LIEN PAYMENTS	Lien Payments	\$20,000.00	-	20,000.00
SOL/WASTE COLLECTION FEES	Solid Waste Collection Fees	\$318,926.00	-	318,926.00
YARD WASTE SALES	Yard Waste Sales	\$2,000.00	-	2,000.00
INVESTMENT EARNINGS	Investment Earnings	\$60,000.00	-	60,000.00
Donations-Other	Donations-Other	\$5,000.00	-	5,000.00
SALES-FIXED ASSETS	Capital Asset Sales	\$16,000.00	-	16,000.00
ABC REVENUES	ABC Revenue	\$16,000.00	-	16,000.00
MISCELLANEOUS REVENUES	Miscellaneous Revenue	\$7,500.00	-	7,500.00
CIVIL CITATIONS - POLICE DEPT	Civil Citations - Police	\$100.00	-	100.00
CIVIL CITATIONS - LAND MGMT	Civil Citations - Land Mgmt	\$100.00	-	100.00
PARK RESERVATION FEES	Park Reservation Fees	\$4,500.00	-	4,500.00
STATE SHARED REVENUE-FIRE	State Shared Revenue - Fire	\$13,500.00	-	13,500.00
OTHER GRANTS	Miscellaneous Grants Revenue	\$4,000.00	-	4,000.00
GRANTS-STANBACK FOREST	Grants - Stanback Forest	\$5,000.00	-	5,000.00
APPROPRIATED FUND BALANCE	Appropriation from FB	\$667,645.00	(249,550.00)	436,495.00
APPROPRIATED CAPITAL RESERVE	Moved Portion to Miscellaneous Grants Fund and Stormwater	\$18,400.00	-	
Total General Fund Revenues		\$5,382,475.00	(249,550.00)	5,132,925.00
Expenditures				
GOVERNING BODY SALARIES/WAGES-REGULAR	Governing Body Full-time Regular Wages	\$17,475.00	-	17,475.00
GOVERNING BODY FICA	Governing Body FICA	\$1,337.00	-	1,337.00
GOVERNING BODY SERVICES-ACCOUNTING	Governing Body Professional Services	\$25,000.00	-	52,500.00
GOVERNING BODY SERVICES-LEGAL		\$27,500.00	-	
GOVERNING BODY CONTRACT SERVICES	Governing Body Contractual Services Moved portion to Miscellaneous Grants Fund	\$27,558.00	(20,808.00)	6,750.00
GOVERNING BODY UNIFORMS	Governing Body Uniforms	\$280.00	-	280.00
GOVERNING BODY SUPPLIES AND MATERIALS	Governing Body Supplies	\$1,000.00	-	1,000.00

GOVERNING BODY TRAVEL	Governing Body Staff Development & Travel		\$2,500.00	-	2,500.00
GOVERNING BODY TELEPHONE & INTERNET	Governing Body Utilities & Communication		\$600.00	-	600.00
GOVERNING BODY TRAINING	Governing Body Staff Development & Travel		\$4,875.00	-	4,875.00
GOVERNING BODY INSURANCE-PROP/GEN/PROF LIAB	Governing Body Property & Other Liability Insurance		\$3,884.00	-	3,884.00
GOVERNING BODY DUES AND SUBSCRIPTIONS	Governing Body Dues & Subscriptions		\$14,757.00	-	14,757.00
GOVERNING BODY COMMUNITY APPEARANCE COMM	Governing Body Community Appearance		\$6,485.00	-	6,485.00
GOVERNING BODY HISTORIC PRESERVATION COMM	Governing Body Historic Preservation		\$7,677.00	-	7,677.00
GOVERNING BODY ROWAN COUNTY ELECTIONS	Governing Body Election Expenses		\$3,500.00	-	3,500.00
GOVERNING BODY ROWAN COUNTY TAX COLLECTOR	Governing Body Collection Fee		\$35,500.00	-	35,500.00
GOVERNING BODY TOURISM AND EVENTS	Governing Body Governing Board Projects		\$23,000.00	-	101,750.00
GOVERNING BODY NONPROFIT GRANTS			\$78,750.00	-	
GOVERNING BODY TRANSFER TO CAPITAL RESERVE FUND	Governing Body Transfer to Capital Reserve		\$18,400.00	-	18,400.00
GOVERNING BODY CONTINGENCIES	Governing Body Contingencies		\$5,000.00	-	5,000.00
Total Governing Body			\$305,078.00	(20,808.00)	284,270.00
ADMINISTRATION SALARIES/WAGES-REGULAR	Administration Full-time Regular Wages		322,051.00	-	322,051.00
ADMINISTRATION SALARIES/WAGES/TEMPORARY	Administration Part-time Regular Wages		1,670.00	-	1,670.00
ADMINISTRATION SALARIES/WAGES-BONUS	Administration Supplements to Regular Wages		3,000.00	-	3,000.00
ADMINISTRATION FICA	Administration FICA		24,835.00	-	24,835.00
ADMINISTRATION RETIREMENT	Administration LGERS Pension		46,585.00	-	46,585.00
ADMINISTRATION GROUP INSURANCE	Administration Health & Life Insurance		41,854.00	-	41,854.00
ADMINISTRATION 401K CONTRIBUTION	Administration 401K		15,440.00	-	15,440.00
ADMINISTRATION WORKERS COMPENSATION	Administration Workers' Compensation Insurance		795.00	-	795.00
ADMINISTRATION UNEMPLOYMENT	Administration Unemployment Insurance		1,500.00	-	1,500.00
ADMINISTRATION MEDICAL SERVICES	Administration Drug Screening/Background Checks		2,925.00	-	2,925.00
ADMINISTRATION CONTRACT SERVICES	Administration Contractual Services		138,813.00	-	138,813.00
ADMINISTRATION SERVICES-ENGINEERING	Administration Engineering & Design <i>Moved portion to Miscellaneous Grants Fund</i>		26,904.00	(13,914.00)	12,990.00
ADMINISTRATION JANITORIAL SUPPLIES			1,500.00	-	
ADMINISTRATION SUPPLIES-OFFICE			1,500.00	-	
ADMINISTRATION SUPPLIES-MEDICAL			100.00	-	
ADMINISTRATION SUPPLIES AND MATERIALS			1,500.00	-	
ADMINISTRATION UNIFORMS	Administration Uniforms		360.00	-	360.00
ADMINISTRATION TRAVEL	Administration Staff Development & Travel		4,163.00	-	9,138.00
ADMINISTRATION TRAINING			4,975.00	-	
ADMINISTRATION PRINTING			500.00	-	
ADMINISTRATION POSTAGE	Administration Postage & Printing		1,882.00	-	2,382.00
ADMINISTRATION UTILITIES			26,340.00	-	
ADMINISTRATION TELEPHONE AND INTERNET	Administration Utilities & Communication		8,304.00	-	34,644.00
ADMINISTRATION MAINTENANCE-BUILDINGS	Administration Maint & Rep - Buildings & Grounds		11,500.00	-	11,500.00
ADMINISTRATION ADVERTISING	Administration Advertising		5,100.00	-	5,100.00
ADMINISTRATION DAVID TREME EDUCATION FUND	Administration Special Activities		3,000.00	-	3,000.00
ADMINISTRATION EQUIPMENT RENTAL	Administration Rent Expense		5,439.00	-	5,439.00
ADMINISTRATION MAINTENANCE CONTRACTS	Administration Contractual Services		28,832.00	-	28,832.00
ADMINISTRATION DUES AND SUBSCRIPTIONS	Administration Dues & Subscriptions		2,669.00	-	25,793.00
ADMINISTRATION LICENSE FEE			23,124.00	-	
ADMINISTRATION INSURANCE-PROP/GEN/PROF LIAB	Administration Property & Other Liability Insurance		12,527.00	-	14,275.00
ADMINISTRATION INSURANCE - BONDS			1,748.00	-	
ADMINISTRATION MISCELLANEOUS	Administration Miscellaneous Expense		500.00	-	500.00
ADMINISTRATION PRINCIPAL	Debt service - Principal		72,786.00	(72,786.00)	<i>Moved to Debt Service Department</i>
ADMINISTRATION INTEREST	Debt service - Interest		55,610.00	(55,610.00)	<i>Moved to Debt Service Department</i>
Total Administration			\$900,331.00	(142,310.00)	758,021.00
POLICE SALARIES/WAGES-REGULAR	Police Full-time Regular Wages		\$1,036,118.00	-	1,036,118.00
POLICE PART-TIME/TEMPORARY	Police Part-time Regular Wages		\$19,575.00	-	19,575.00
POLICE SALARIES/WAGES-BONUS	Police Supplements to Regular Wages		\$11,250.00	-	11,250.00
POLICE SUPPLEMENTAL LAW RETIREMENT	Police Special Compensation		\$7,108.00	-	7,108.00
POLICE FICA	Police FICA		\$82,090.00	-	82,090.00
POLICE RETIREMENT	Police LGERS Pension		\$168,187.00	-	168,187.00

POLICE GROUP INSURANCE	Police Health & Life Insurance		\$170,778.00	-	170,778.00
POLICE 401K CONTRIBUTION	Police 401K		\$52,233.00	-	52,233.00
POLICE WORKERS COMPENSATION	Police Workers' Compensation Insurance		\$33,724.00	-	33,724.00
POLICE SERVICES-MEDICAL	Police Drug Screening/Background Checks		\$1,575.00	-	1,575.00
POLICE CONTRACT SERVICES	Police Contractual Services		\$16,024.00	-	46,652.00
POLICE MAINTENANCE CONTRACTS	Police Contractual Services		\$30,628.00	-	
POLICE UNIFORMS	Police Uniforms		\$17,555.00	-	\$17,555.00
POLICE SUPPLIES-SAFETY			\$3,900.00	-	
POLICE SUPPLIES-OFFICE			\$1,700.00	-	
POLICE SUPPLIES-DATA PROCESSING	Police Supplies		\$3,987.00	-	27,886.00
POLICE SUPPLIES-MEDICAL			\$1,010.00	-	
POLICE SUPPLIES AND MATERIALS			\$17,289.00	-	
POLICE TRAVEL	Police Staff Development & Travel		\$4,000.00	-	10,060.00
POLICE TRAINING			\$6,060.00	-	
POLICE TELEPHONE AND INTERNET	Police Utilities & Communication		\$17,401.00	-	21,721.00
POLICE OTHER COMMUNICATION			\$4,320.00	-	
POLICE PRINTING	Police Postage & Printing		\$400.00	-	\$400.00
POLICE MAINTENANCE-EQUIPMENT	Police Maint & Rep - Equipment		\$2,800.00	-	\$2,800.00
POLICE MAINTENANCE-VEHICLES	Police Maint & Rep - Vehicles		\$15,134.00	-	\$15,134.00
POLICE DUES AND SUBSCRIPTIONS	Police Dues & Subscriptions		\$1,395.00	-	20,239.00
POLICE LICENSE FEE			\$18,844.00	-	
POLICE INSURANCE-PROP/GEN/PROF LIAB	Police Property & Other Liability Insurance		\$31,102.00	-	56,295.00
POLICE INSURANCE-VEHICLES			\$25,193.00	-	
POLICE MISCELLANEOUS	Police Miscellaneous Expense		\$1,200.00	-	\$1,200.00
POLICE MOTOR FUEL AND LUBRICANTS	Police Fuel		\$55,000.00	-	\$55,000.00
POLICE LEASE PYMTS-COMPUTER SYS	Debt Service Lease Payment - Principal		\$10,166.00	(\$10,166.00)	Moved to Debt Service Department
Total Police			\$1,867,746.00	(10,166.00)	1,857,580.00
FIRE SALARIES/WAGES-REGULAR	Fire Full-time Regular Wages		\$507,562.00	-	507,562.00
FIRE OVERTIME	Fire Overtime		\$23,490.00	-	23,490.00
FIRE PART-TIME/TEMPORARY	Fire Part-time Regular Wages		\$36,109.00	-	36,109.00
FIRE SALARIES/WAGES-BONUS	Fire Supplements to Regular Wages		\$7,000.00	-	7,000.00
FIRE FICA	Fire FICA		\$44,739.00	-	44,739.00
FIRE RETIREMENT	Fire LGERS Pension		\$73,533.00	-	73,533.00
FIRE GROUP INSURANCE	Fire Health & Life Insurance		\$85,763.00	-	85,763.00
FIRE 401K CONTRIBUTION	Fire 401K		\$26,162.00	-	26,162.00
FIRE WORKERS COMPENSATION	Fire Workers' Compensation Insurance		\$21,585.00	-	21,585.00
FIRE CONTRACT SERVICES	Fire Contractual Services		\$15,781.00	-	18,829.00
FIRE MAINTENANCE CONTRACTS			\$3,048.00	-	
FIRE SUPPLIES-OFFICE			\$1,000.00	-	
FIRE JANITORIAL SUPPLIES			\$1,600.00	-	
FIRE SUPPLIES AND MATERIALS	Fire Supplies		\$2,100.00	-	39,547.00
FIRE SUPPLIES-SAFETY			\$25,429.00	-	
FIRE SUPPLIES-EDUCATIONAL			\$5,418.00	-	
FIRE SUPPLIES-MEDICAL			\$4,000.00	-	
FIRE UNIFORMS	Fire Uniforms		\$10,815.00	-	10,815.00
FIRE MOTOR FUEL AND LUBRICANTS	Fire Fuel		\$15,000.00	-	15,000.00
FIRE TRAINING	Fire Staff Development & Travel		\$4,300.00	-	6,350.00
FIRE TRAVEL			\$2,050.00	-	
FIRE TELEPHONE AND INTERNET	Fire Utilities & Communication		\$12,722.00	-	24,566.00
FIRE UTILITIES			\$11,844.00	-	
FIRE MAINTENANCE-BUILDINGS	Fire Maint & Rep - Buildings & Grounds		\$11,700.00	-	11,700.00
FIRE MAINTENANCE-EQUIPMENT	Fire Maint & Rep - Equipment		\$3,000.00	-	3,000.00
FIRE MAINTENANCE-VEHICLES	Fire Maint & Rep - Vehicles		\$27,089.00	-	27,089.00
FIRE INSURANCE-PROP/GEN/PROF LIAB	Fire Property & Other Liability Insurance		\$9,120.00	-	15,213.00
FIRE INSURANCE - VEHICLES			\$6,093.00	-	
FIRE DUES AND SUBSCRIPTIONS	Fire Dues & Subscriptions		\$4,755.00	-	4,755.00
FIRE MISCELLANEOUS	Fire Miscellaneous Expense		\$1,000.00	-	1,000.00
FIRE LEASE PAYMENTS	Debt Service Lease Payment - Principal		\$49,660.00	(\$49,660.00)	Moved to Debt Service Department

Total Fire			\$1,053,467.00	(49,660.00)	1,003,807.00
STREETS SALARIES/WAGES-REGULAR	Streets Full-time Regular Wages		\$199,618.00	-	\$199,618.00
STREETS SALARIES/WAGES-OVERTIME	Streets Overtime		\$2,500.00	-	\$2,500.00
STREETS PART-TIME/TEMPORARY	Streets Part-time Regular Wages		\$50,759.00	-	\$50,759.00
STREETS SALARIES/WAGES-BONUS	Streets Supplements to Regular Wages		\$2,962.00	-	\$2,962.00
STREETS FICA	Streets FICA		\$19,273.00	-	\$19,273.00
STREETS RETIREMENT	Streets LGERS Pension		\$36,576.00	-	\$36,576.00
STREETS GROUP INSURANCE	Streets Health & Life Insurance		\$46,417.00	-	\$46,417.00
STREETS 401K CONTRIBUTION	Streets 401K		\$10,281.00	-	\$10,281.00
STREETS WORKERS COMPENSATION	Streets Workers' Compensation Insurance		\$12,174.00	-	\$12,174.00
STREETS MAINTENANCE CONTRACTS	Streets Contractual Services		\$1,352.00	-	\$1,352.00
STREETS CONTRACTED SERVICES	<i>Moved to Stormwater Fund</i>		\$214,828.00	(214,828.00)	\$0.00
STREETS JANITORIAL SUPPLIES			\$750.00	-	
STREETS SUPPLIES-SAFETY	Streets Supplies		\$3,150.00	-	\$11,200.00
STREETS SUPPLIES-OFFICE			\$300.00	-	
STREETS SUPPLIES AND MATERIALS			\$7,000.00	-	
STREETS TRAVEL	Streets Staff Development & Travel		\$100.00	-	\$100.00
STREETS TELEPHONE AND INTERNET	Streets Utilities & Communication		\$2,577.00	-	\$68,677.00
STREETS UTILITIES			\$66,100.00	-	
STREETS MAINTENANCE GROUNDS AND TREES	Streets Maint & Rep - Buildings & Grounds		\$3,000.00	-	\$7,000.00
STREETS MAINTENANCE-BUILDINGS			\$4,000.00	-	
STREETS MAINTENANCE-EQUIPMENT	Streets Maint & Rep - Equipment		\$6,400.00	-	\$6,400.00
STREETS MAINTENANCE-VEHICLES	Streets Maint & Rep - Vehicles		\$8,500.00	-	\$8,500.00
STREETS MAINTENANCE-STREETS	Streets Maint & Rep - Infrastructure		\$2,500.00	-	\$2,500.00
STREETS EQUIPMENT RENTAL	Streets Rent Expense		\$1,000.00	-	\$1,000.00
STREETS MOTOR FUEL AND LUBRICANTS	Streets Fuel		\$22,000.00	-	\$22,000.00
STREETS UNIFORMS	Streets Uniforms		\$4,500.00	-	\$4,500.00
STREETS INSURANCE-PRO/GEN/PROF LIAB	Streets Property & Other Liability Insurance		\$3,769.00	-	\$8,241.00
STREETS INSURANCE - VEHICLES			\$4,472.00	-	
STREETS DUES & SUBSCRIPTIONS	Streets Dues & Subscriptions		\$850.00	-	\$850.00
STREETS MISCELLANEOUS	Streets Miscellaneous Expense		\$1,500.00	-	\$1,500.00
Total Streets			\$739,208.00	(214,828.00)	\$524,380.00
SOLID WASTE SALARIES/WAGES-REGULAR	Solid Waste Full-time Regular Wages		\$168,831.00	-	\$168,831.00
SOLID WASTE SALARIES/WAGES-OVERTIME	Solid Waste Overtime		\$2,000.00	-	\$2,000.00
SOLID WASTE SALARIES/WAGES-BONUS	Solid Waste Supplements to Regular Wages		\$1,962.00	-	\$1,962.00
SOLID WASTE FICA	Solid Waste FICA		\$13,153.00	-	\$13,153.00
SOLID WASTE RETIREMENT	Solid Waste LGERS Pension		\$24,672.00	-	\$24,672.00
SOLID WASTE GROUP INSURANCE	Solid Waste Health & Life Insurance		\$37,483.00	-	\$37,483.00
SOLID WASTE 401K CONTRIBUTION	Solid Waste 401K		\$8,596.00	-	\$8,596.00
SOLID WASTE WORKERS COMPENSATION	Solid Waste Workers' Compensation Insurance		\$12,442.00	-	\$12,442.00
SOLID WASTE CONTRACT SERVICES	Solid Waste Contractual Services		\$16,000.00	-	\$16,000.00
SOLID WASTE JANITORIAL SUPPLIES			\$500.00	-	
SOLID WASTE SAFETY SUPPLIES	Solid Waste Supplies		\$1,000.00	-	\$1,700.00
SOLID WASTE SUPPLIES-EDUCATIONAL			\$200.00	-	
SOLID WASTE UNIFORMS	Solid Waste Uniforms		\$6,000.00	-	\$6,000.00
SOLID WASTE MOTOR FUEL AND LUBRICANTS	Solid Waste Fuel		\$14,452.00	-	\$14,452.00
SOLID WASTE TELEPHONE AND INTERNET	Solid Waste Utilities & Communication		\$1,505.00	-	\$1,505.00
SOLID WASTE MAINTENANCE-EQUIPMENT	Solid Waste Maint & Rep - Equipment		\$4,000.00	-	\$4,000.00
SOLID WASTE MAINTENANCE-VEHICLES	Solid Waste Maint & Rep - Vehicles		\$19,000.00	-	\$19,000.00
SOLID WASTE ADVERTISING	Solid Waste Advertising		\$150.00	-	\$150.00
SOLID WASTE TRAINING	Solid Waste Staff Development & Travel		\$1,500.00	-	\$1,500.00
SOLID WASTE LANDFILL SER TIPPING FEE	Solid Waste Landfill Tipping Fees		\$68,100.00	-	\$68,100.00
SOLID WASTE MAINTENANCE CONTRACTS	Solid Waste Contractual Services		\$200.00	-	\$200.00
SOLID WASTE INSURANCE-PROP/GEN/PROF LIAB	Solid Waste Property & Other Liability Insurance		\$2,905.00	-	\$8,180.00
SOLID WASTE INSURANCE-VEHICLES			\$5,275.00	-	
SOLID WASTE LEASE PAYMENTS	Debt Service Lease Payment - Principal		\$35,214.00	(35,214.00)	Moved to Debt Service Department
Total Solid Waste			\$445,140.00	(\$35,214.00)	\$409,926.00

STORMWATER FUND (NEW)				
Old Description	BMS - New Description	7/31/25 Approved Budget	Reallocation	8/1/25 Budget as Amended in BMS
Revenues				
APPROPRIATED FUND BALANCE	Appropriated FB	<i>Moved from General Fund</i>	214,828.00	214,828.00
Total Stormwater Revenues		-	214,828.00	214,828.00
Expenditures				
STREETS CONTRACTED SERVICES	Streets Contractual Services	<i>Moved from General Fund</i>	214,828.00	\$214,828.00
Total Stormwater Expenses		-	214,828.00	214,828.00
MISCELLANEOUS GRANTS FUND (NEW)				
Old Description	BMS - New Description	7/31/25 Approved Budget	Reallocation	8/1/25 Budget as Amended in BMS
Revenues				
APPROPRIATED FUND BALANCE	Appropriated FB	<i>Moved portion from General</i>	34,722.00	34,722.00
STATE GRANTS*	Grant Revenues	N/A		100,000.00
Total Miscellaneous Grants Revenue		-	34,722.00	134,722.00
Expenditures				
GOVERNING BODY CONTRACT SERVICES	Misc Grants Fund - Gov Body - Contractual Services (Mural Project)	<i>Moved portion from General Fund</i>	20,808.00	20,808.00
ADMINISTRATION SERVICES-ENGINEERING	Misc Grants Fund - Admin - Engineering & Design (EB-5861)	<i>Moved portion from General Fund</i>	13,914.00	13,914.00
RECREATION CONTRACT SERVICES*	Misc Grants Fund - Parks & Rec - Contractual Services (Grants Creek Blueway)	N/A		100,000.00
Total Miscellaneous Grants Expenditures		-	34,722.00	134,722.00
*A budget ordinance amendment for Grants Creek Blueway Trailhead was approved on November 12th, 2024 (FY 2025) and was budgeted within the General Fund. According to MAS best practices, it will now be separately accounted for in the Miscellaneous Grants Fund. It was not re-budgeted in the General Fund in FY 25-26, but will now be budgeted within the Miscellaneous Grants Fund going forward. To date, there have been no revenues or expenditures against the grant.				
Adopted this 13th day of January, 2026				
Signature				
Attest:				
Signature				

**TOWN OF SPENCER
PUBLIC WORKS CREW MEMBER**

GENERAL STATEMENT OF DUTIES:

Performs manual and skilled tasks to maintain the Town's infrastructure like streets, parks, and facilities. Performs light to heavy manual labor, operating equipment (mowers, dump trucks, hand tools, power tools, heavy machinery) and performing duties such as road and sidewalk repair, landscaping, trash removal, snow and ice control, and grounds keeping.

DISTINGUISHING FEATURES OF THE CLASS:

Assigned duties will include collecting municipal garbage, yard waste, and refuse from residences and businesses. Work occurs in all weather conditions and may include working holidays and working overtime. Work is supervised by the Public Works Manager or by the Public Works director and is evaluated for efficiency and work completion according to department and community standards to enhance overall appearance of Town structures.

ILLUSTRATIVE EXAMPLES OF WORK:

- **Sanitation:** Collects residential/ commercial waste, brush, leaves, and place into sanitation vehicle, on assigned route. Operates components or mechanisms on automated side-load or rear-loading sanitation trucks. May be required to assist with various collection programs other than refuse collection such as residential/ commercial waste, recycling collection, and bulky item collection.
- **Road and Infrastructure Maintenance:** Filling potholes, patching asphalt, repairing sidewalks, cleaning/repairing drains and culverts, painting lines, setting signs, snow and ice removal.
- **Landscaping and Groundskeeping:** Mowing, trimming, weeding, planting, cleaning parks, removing debris, managing solid waste and brush/leaves.
- **Equipment Operation:** Using hand tools, power tools (chainsaws, blowers), mowers, tractors, salt spreaders, snowplows, and potentially operating heavy equipment (track hoes, backhoes, loaders).
- **Vehicle Maintenance:** Assists with maintenance of equipment including fuel, oil, lubrication, tire maintenance, repair, and washing.
- **Emergency Response:** Assisting with cleanup and repairs during emergencies or natural disasters.
- **Traffic Control:** Setting up and directing traffic for work zones.
- Performs other duties as required

KNOWLEDGE, SKILLS AND ABILITIES:

- General knowledge of manual labor and maintenance work performed by a municipality
- Ability to understand and follow oral or written instructions given by a supervisor
- Ability to perform manual labor tasks such as seeding, disbursing straw, fertilizing, mowing, shoveling, raking, and erecting proper signage to denote crews
- Ability to identify and report maintenance needs or safety issues to a supervisor
- Some knowledge of truck operation and maintenance
- Ability to read and record numbers accurately
- Some knowledge of geographical location of Town streets

- Physical ability to walk and stand for long periods of time
- Physical ability to perform duties in heavy traffic and under adverse weather conditions
- Ability to work as part of a team in a variety of weather conditions

PHYSICAL REQUIREMENTS AND WORKING CONDITIONS:

Work in this class is very heavy work requiring exertion of more than 100 pounds of force occasionally, and/or more than 50 pounds of force frequently, and/or more than 20 pounds of force constantly to move objects. Physical activities include climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, pulling, lifting, grasping, talking, hearing, and repetitive motions. Work is performed in inside and outside environmental conditions, including extreme heat and extreme cold. Employee is subject to hazards including physical conditions with proximity to moving mechanical parts, electrical current, exposure to chemicals, noise, and atmospheric conditions.

EDUCATION AND EXPERIENCE:

Graduation from high school or GED equivalency and some experience in street maintenance and/or the maintenance of buildings and grounds is desired.

SPECIAL REQUIREMENTS:

- Valid North Carolina Driver's License or NC CDL Driver's License

Disclaimer

This classification specification has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of employees to perform the job. The Town reserves the right to modify the duties assigned to this classification.



MEMO

Date: 12.30.25

By: Steve Blount, Town Planner

RE: Proposed Cell Phone Tower

Narrative:

On or about December 16, 2025, I was contacted by a representative of Diamond Communications concerning the potential location of a cellular telephone tower on property located at 404 Sowers Ferry Road. Investigation concluded that this property was the site of the Alexander Long House which is on the National Registry of Historic Places and is additionally protected by a Three Rivers Land Trust conservation easement. Neither of these designations will allow cell tower location on the protected property.

I suggested as an alternative, a property the Town of Spencer owns at the end of Sowers Ferry Road where our Public Works Department is located. I provided the company with information on the site and regulations controlling cell towers from our Development Ordinance (see attached). Based on mutual interest, site investigation and lease negotiations continue.

As the site selection process for cell towers can be controversial, I wanted to bring the Board in on this project at this early point for your edification, giving you an opportunity to provide input as we work our way through this process. I offer the following information in addition to the slide show that will be presented at your January 13, 2026 meeting:

1. Company proposes installation of a cell tower, not to exceed 200' AGL in height on the northern portion of property owned by the Town of Spencer located at 700 Sowers Ferry Road.
2. While this is the location of our Public Works Department, the location is on property not currently being used.
3. Company's use of the site will include a 75' x 75' fenced area with an access easement along the existing road.
4. Company has offered two options of payment for use of this property. Option 1 is a one-time payment of \$70,000 for perpetual use or a monthly payment of \$700/month to be increased yearly by 1.5% with a lease duration of 40 years.
5. A recent site and neighborhood visit seems to indicate that few if any neighboring residences will be able to see the tower due to thick growth of trees and topography and thus will not be visually impacted. We will be using a drone to confirm limits of visual impact on surrounding properties
6. The new tower will provide improved cell service to the neighboring residential areas and to the currently sparsely served northern Rowan County area.

Spencer Development Ordinance

10.2-14 Wireless Support Structure (Telecommunications Tower).

(A.) Zoning Districts where the additional standards for this use below are applicable are identified in Article 8, Table 8.1 of this Ordinance.

(B.) Conditions:

- (1.) Wireless Support Structure (telecommunications towers) in the Main Street (MS) district must be a monopole design that does not exceed one-hundred and fifty (150) feet in height from average adjacent grade.
- (2.) The Town may elect to retain outside consultants or professional services to review a special use application for a Wireless Support Structure (telecommunications towers) and to make recommendations on relevant issues including, but not limited to, verification of the applicant's due diligence, analysis of alternatives, conditions of approval, and compliance with state and federal rules and regulations at the applicant's expense.
- (3.) In addition to the notice requirements found elsewhere in this Ordinance, the applicant for a special use permit for a Wireless Support Structure (telecommunications towers) shall be required to notify by regular mail all property owners within a one-quarter mile (1,320 feet) radius of the proposed location of any evidentiary hearing on the application at least ten days prior to the hearing. The *Planning, Zoning & Subdivision Administrator* may require the applicant to conduct a crane or balloon test to simulate the height of the proposed tower. Notice of the dates and times of such tests shall be mailed by the applicant to all property owners within a one-quarter mile (1,320 feet) radius of the proposed location at least ten days prior to the primary test date. The notice shall state primary and alternate test dates, as well as a range of dates for testing in the event of extended periods of inclement weather. The *Planning, Zoning & Subdivision Administrator* shall review and approve the sufficiency of the notice prior to mailing and, as part of its application, the applicant will be required to submit a certificate of mailing and attach a copy of the notice and a list of the addresses to which it was sent. In the event the applicant shall seek to increase the height of a proposed Wireless Support Structure (telecommunications towers), or move its location more than 150 feet laterally, from that stated in the original notices, additional notice shall be required to be given in accordance with the above provisions and all time-periods shall run from the date of supplemental notification.
- (4.) Public properties shall be subject to the same restrictions and standards of appropriateness as private properties. All such public agencies or instrumentalities shall retain discretion as to whether to make a specific property available for Wireless Support Structure (telecommunications towers) and to make determinations with respect to site capacity, aesthetics, or suitability of such facilities.
- (5.) Wireless Support Structure (telecommunications towers) proposed on public right-of-way under the ownership or control of the North Carolina Department of

Transportation or the Town of Spencer shall be limited to a height no greater than 50 feet and typical highway lighting towers in both height and appearance and shall be clustered amongst or near such towers so as to be unobtrusive. If any portion of a Wireless Support Structure (telecommunications towers) located on such properties is used to mount cameras, instruments, sensors or antennas for governmental use, and the same structure supports or incorporates commercial wireless telecommunication facilities, the governmental use shall be deemed incidental or accessory to the commercial use and the entire facility shall be treated as a commercial use for purposes of this section.

- (6.) It is the policy of the Town to encourage collocation and the use of existing structures where appropriate. In furtherance of that policy objective, the following provisions shall apply to an application for a special use permit for a Wireless Support Structure (telecommunications tower):
 - (a.) A special use application for a Wireless Support Structure (telecommunications towers) shall not be approved if an electric transmission tower is located above, or no less than 25 feet below, the ground elevation of and within the search radius and/or ring of a proposed wireless (telecommunication) facility, unless the applicant can demonstrate one or more of the following:
 - (i.) That sufficient easements or other interests in real property cannot be obtained to accommodate the wireless (telecommunication) facility;
 - (ii.) That the electric utility owning the electric transmission tower is unwilling to allow its use for wireless facilities;
 - (iii.) That the applicant is unable to gain sufficient ingress and egress to the electric transmission tower;
 - (iv.) That the existing use of the electric transmission tower would interfere with the operations of the applicant as documented by a qualified and licensed North Carolina engineer and the interference cannot be prevented;
 - (v.) That the planned equipment would exceed the structural capacity of the electric transmission tower as documented by a qualified and licensed North Carolina professional engineer, and the electric transmission tower cannot be reinforced, modified, or replaced to accommodate planned or equivalent equipment at a reasonable cost.
 - (b.) Electric transmission towers may be increased in height to that allowed for Wireless Support Structure (telecommunications towers) in the district in which the electric transmission tower is located if the Town Board of Aldermen determines such height extension is preferable to placement of a new Wireless Support Structure (telecommunications towers) in that area.
 - (c.) A special use application for a Wireless Support Structure (telecommunications towers) shall not be approved unless the equipment planned for the proposed tower cannot be accommodated on existing or approved wireless (telecommunication) facilities, buildings or alternative structures more than 30 feet in height (after first considering electric transmission towers) within a one-quarter mile (1,320 foot) radius of the proposed Wireless Support Structure (telecommunications towers) due to one or more of the following reasons:

- (i.) The planned equipment would exceed the structural capacity of the existing or approved tower, building or alternative structures, as documented by a qualified and licensed North Carolina professional engineer, and the existing or approved tower, building or structure cannot be reinforced, modified or replaced to accommodate planned or equivalent equipment at a reasonable cost.
- (ii.) The planned equipment would cause interference materially impacting the usability of other existing or planned equipment on the towers, buildings or alternative structures, as documented by a qualified and licensed North Carolina engineer, and the interference cannot be prevented at a reasonable cost.
- (iii.) Existing or approved towers, buildings or other structures within the search radius, or combinations thereof, cannot accommodate the planned equipment at a height necessary to function reasonably as documented by a qualified and licensed North Carolina professional engineer.
- (iv.) Other unforeseen reasons that make it infeasible to locate the planned telecommunication equipment upon existing or approved towers, buildings or alternative structures.
- (d.) Antennas associated with a wireless (telecommunication) facility may not be collocated on a tower or other support structure used by an amateur radio operator.
- (e.) No wireless (telecommunication) facility shall interfere with usual and customary radio and television reception excepting broadcast facilities as provided for in the regulations of the FCC.
- (7.) All wireless (telecommunication) facilities must comply with FCC and FAA regulations.
- (8.) A copy of the applicant's FCC license must accompany its application. If the applicant is not an FCC licensee, the applicant must demonstrate that it has binding commitments from one or more FCC licensees to utilize the Wireless Support Structure (telecommunications tower) and must submit a copy of each such wireless service provider's FCC license. If FCC licenses have previously been filed with the Town in conjunction with other wireless (telecommunication) facilities, the applicant may certify that such licenses remain in full force and effect.
- (9.) As part of its application, each applicant for a Wireless Support Structure (telecommunications towers) shall be required to execute a standard maintenance/removal agreement binding the applicant and its successors and assigns to maintain properly the exterior appearance of and ultimately remove the facility within 180 days of the abandonment or cessation of operations of the facility. Such agreement shall require the applicant to pay all costs for monitoring compliance with, and enforcement of, the agreement and to reimburse the Town of Spencer for all costs it incurs to perform any work required of the applicant by the agreement that it fails to perform. A \$5,000.00 performance guarantee in accordance with Sub-section 16.1-9 of this Ordinance shall be required in conjunction with the maintenance/removal agreement. The applicant and its successors and assigns shall be required to continue such performance guarantee until such time as the facility has been removed and all other requirements of the

maintenance/removal agreement have been satisfied. Private business users operating a single wireless (telecommunication) facility at their principal place of business and governmental users are exempt from the bond requirement.

- (10.) Abandoned or unused wireless (telecommunication) facilities shall be removed within 180 days of abandonment or cessation of operations. If not removed within that period, such facilities may be removed as provided in the permittee's maintenance/removal agreement and the costs of removal recovered from the permittee's bond or other security. Prior to removing a wireless (telecommunication) facility pursuant to this provision, the Town shall give 30 days written notice of its intention to do so to the permittee at its last known address.
- (11.) All wireless (telecommunication) facilities shall comply with FAA lighting requirements. In addition, in a specific instance, the Town may impose lighting requirements for a tower that is not required by FAA regulations to be lit.
- (12.) Except as otherwise provided herein, minimum setbacks for wireless (telecommunication) facilities shall be in accordance with the setback requirements set forth in the development standards for the district in which the location of the tower is proposed. In addition, wireless (telecommunication) facilities must be set back from any residentially zoned or residentially used properties a distance equivalent to one-half the height of the tower being erected. The Town Board of Aldermen may reduce the setback requirement upon a showing by the applicant that there are special physical circumstances or conditions affecting the proposed site such that the strict application of the setback requirement would not allow the most effective use of the proposed site to minimize the visual impact of the wireless (telecommunication) facility.
- (13.) Wireless (telecommunication) facilities shall be buffered from adjacent properties with a buffer which, at a minimum, meets the requirements of a Type B buffer as described in Article 11 of this ordinance, regardless of adjacent zoning district classifications or uses.
- (14.) No wireless (telecommunication) facility shall be located:
 - (a.) On top of buildings; or
 - (b.) In a locally or nationally designated historic area or property or on a nationally or locally designated historic structure or building. Nor shall a Wireless Support Structure (telecommunications tower) be located such that it adversely impacts the historic integrity of a locally or nationally designated historic area, property, or structure.
- (15.) In cases where an applicant is required to perform an environmental assessment (EA) or an environmental impact statement (EIS) under the National Environmental Policy Act or the National Historic Preservation Act, such EA or EIS shall be submitted as part of its application for a special use permit. An application for a special use permit will not be deemed complete until any required EA or EIS has been submitted to the Town.
- (16.) Wireless (telecommunication) facilities shall not be constructed unless the company erecting the tower has general liability coverage of at least

\$1,000,000.00. The owner of a wireless (telecommunication) facility shall provide the Town with a certificate of insurance showing evidence of its coverage and the certificate shall contain a requirement that the insurance company notify the Town 30 days prior to the cancellation, modification or failure to renew the insurance coverage required.

(17.) Wireless (telecommunication) facilities shall be designed to meet the following standards:

(a.) Towers and antennas shall be designed to blend into the surrounding environment through the use of color and camouflaging architectural treatment. The Town Board of Aldermen may condition approval on the use of specific concealment techniques where it determines that doing so is necessary or desirable.

(b.) Guyed towers are prohibited. Commercial Wireless Support Structures (telecommunications towers) shall be of a monopole design unless the Town Board of Aldermen determines that an alternative design would better blend in to the surrounding environment.

(c.) Use of dual-polarized antennas which electronically combine the functions of transmit and receive antennas (rather than spatial diversity antenna arrays which rely on antennas being physically separated), dual-band/multi-band antennas (allowing two or more providers of different types of commercial wireless services to share a common antenna), and use of combiners (allowing antenna sharing by providers using the same frequency band) are encouraged.

(d.) Antennas shall be mounted on Wireless Support Structure (telecommunications towers) so as to present the smallest possible silhouette, profile, or cross-section. Preferred antenna mounting scenarios are, in order of descending preference:

(i.) Compact dual-polarized antennas in a cylindrical uni-cell arrangement extending no more than two feet from the sides of the supporting structure and mounted atop the tower;

(ii.) Panel antennas flush-mounted against the tower;

(iii.) Antennas mounted at the end of straight or curved davit arms or brackets extending from the sides of the tower.

(e.) No Wireless Support Structure (telecommunications towers) shall have constructed thereon, or attached thereto in any way, any platform, catwalk, crow's nest, triangular framework, or like structures or equipment, except during periods of construction or repair. Curved or straight davit arms or brackets used for antenna mounting shall be connected to the tower at the base of the arms or brackets only and such arms or brackets (and any antennas or hardware mounted thereon) shall not be physically interconnected with any similar arm or bracket.

(f.) All equipment enclosures and other improvements accessory to a Wireless Support Structure (telecommunications towers) shall be architecturally designed to blend in with the surrounding environment and shall be maintained in good appearance and repair. No equipment enclosure may exceed 12 feet in height. Ground mounted equipment shall be screened from view with a minimum "B" buffer (see Article 11), except where a design of non-vegetative screening better reflects and complements the architectural character of the surrounding neighborhood.

(18.) Generators may not be used as a primary electrical power source. Backup generators shall only be operated during power outages or for testing and

maintenance purposes. Testing and maintenance shall only take place on weekdays between the hours of 8:30 a.m. and 4:30 p.m.

(19.) Wireless Support Structure (telecommunications towers), equipment enclosures and other improvements shall be enclosed within a security fence consisting of chain link fencing at least eight feet in height. The fence shall not be topped with barbed wire. The Town Board of Aldermen may require as a condition of approval that the fencing be screened by appropriate landscaping or other means. The Town Board of Aldermen may waive or modify the fencing requirement if it determines that doing so will enhance the overall appearance of the facility without any compromise in safety or security.

(20.) Wireless (telecommunication) facilities shall have a flat gray or galvanized finish unless the Town Board of Aldermen determines another color scheme would be a preferable aesthetic alternative.

(21.) No two Wireless Support Structure (telecommunications towers) shall be constructed within 1,320 feet of each other unless documentation is provided to the *Planning, Zoning & Subdivision Administrator* to show that collocation on towers within the 1,320 feet is not technically feasible.

(22.) No wireless (telecommunication) facility shall be permitted that exceeds 200 feet in height.

(23.) Signage at any wireless (telecommunication) facility site shall conform to the following provisions:

(a.) A sign listing the name of the wireless telecommunication service provider operating the site, the site name or number and an emergency telephone number shall be posted at or near the entrance to the site so as to be readily visible to persons outside the site's security fencing.

(b.) Equipment hazard warning and informational signs are permitted.

(c.) The posting of any other signs or advertising is prohibited at any wireless (telecommunication) facility or upon any wireless (telecommunication) facility.

(24.) The Town Board of Aldermen may require any other conditions deemed necessary or desirable to ameliorate the impact of the tower on the adjacent properties and uses. Such conditions shall include but are not limited to: the height of the tower; the construction or type of tower; lighting; and collocation of the antennas and facilities of different parties on a single tower.

(25.) A special use approval for a Wireless Support Structure (telecommunications towers) shall become null and void if the facility is not constructed and placed in service within twenty-four months of the date of approval provided, however, that the special use approval may be extended one time for six months if substantial construction has commenced before the end of the initial twenty-four month

period.

(26.) Modifications shall be permitted upon existing Wireless Support Structure (telecommunications tower) facilities provided they do not exceed any of the following criteria:

- (a.) Increase in vertical height of the greater of either: 1) ten percent (10%), or 2) the height of one additional antennae array with separation from the nearest existing array of not more than twenty (20) vertical feet; provided the maximum height of 200 vertical feet is not exceeded.
- (b.) Addition of an appurtenance protruding the greater of either: 1) more than twenty (20) feet, or 2) more than the width of the wireless support structure at the elevation of the appurtenance, unless:
 - (i.) necessary to shelter an antenna, and/or
 - (ii.) necessary to connect the antenna to the tower via cable
- (c.) Increasing the square footage of the existing equipment compound by more than 2,500 square feet; provided all applicable minimum yard area, buffering and screening provisions are maintained.

MINUTES
Spencer Board of Aldermen
Pre-Agenda Meeting
January 8, 2026

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, January 8, 2026, at 5:32 p.m.

Present were: Mayor Jonathan Williams
Alderman Steve Miller
Alderwoman Erin Moody
Alderwoman Patti Secreast
Alderwoman Patricia Sledge
Alderwoman Pamela Stanley

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

Mayor Pro Tempore Rashid Muhammad was absent.

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

REVIEW OF JANUARY 13, 2026, AGENDA

INVOCATION

Alderman Miller volunteered to give the invocation at the at the January 13, 2026, regular meeting.

RECOGNITIONS

Alderwoman Secreast and Alderwoman Sledge wish to recognize the Spencer's Holiday Caravan and Winterfest committees.

CONSENT AGENDA

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

- a. **APPROVAL OF MINUTES:** December 4, 2025, Pre-Agenda Meeting Minutes
December 9, 2025, Regular Meeting Minutes
- b. **CONSIDER ADOPTING** – Budget Ordinance Amendment 25-11.007 Police Department Donations
- c. **CONSIDER ADOPTING** – Budget Ordinance Amendment 25-11.008 Fire Department Donations
- d. **CONSIDER ADOPTING** – Budget Ordinance Amendment 25-11.009 Updating the Chart of Account Numbers and Descriptions per the MAS Program Effective August 1, 2025

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

EXECUTIVE SESSION

It was the consensus of the board that there was no reason to go into executive session.

ADJOURNMENT

Alderwoman Secreast moved to adjourn the meeting. Alderwoman Sledge seconded the motion, which carried by a vote of 5 – 0. The meeting stood adjourned at 5:48 p.m.

Approved by:

Attest:

Rashid Muhammad, Mayor Pro Tempore

Anna Kanode Ward, Town Clerk

DRAFT



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Agenda Item Coversheet

Meeting Date: 02/10/2026

Agenda Item #: 7.b.

Agenda Item Title: Budget Amendment Correction

Category: Consent Agenda

Presenter(s): Heather Kann Finance Officer

Explanation:

A clerical error was found in Budget Ordinance 25-11.002 & 25-11.008 for Fire department donations. The incorrect revenue account, 4611, was noted on the original Budget Ordinances. The correct revenue account is 4644 Donations Fire Dept.

Financial Impact:

There will be no financial impact.

Recommended Action:

Ratify clerical corrections in Budget Ordinance 25-11.002 and 25-11.008 on the consent agenda.

Attachment(s): Yes No

1. Budget Ordinance 25-11.002
2. Budget Ordinance 25-11.008

AN ORDINANCE AMENDING
 THE TOWN OF SPENCER, NORTH CAROLINA
 FY 25-26 ANNUAL BUDGET
 ORDINANCE 25-11.002
 SEPTEMBER 9, 2025

BE IT ORDAINED, by the Governing Board of the Town of Spencer, North Carolina, that the following amendment of anticipated fund revenues and departmental expenditures, certain Fee and Charge Schedules, and with certain restrictions and authorizations, are hereby appropriated and approved for the operation of Town Government and its activities for the Fiscal Year beginning July 1, 2025, and ending on June 30, 2026:

Section 1. The Town received a \$200.00 donation to the Fire Department from the Spencer Moose Lodge.

Section 2. The donation is for public safety supplies.

Section 3. To amend the FY 25-26 revenue and expense appropriations as follows:

		<u>Revenues</u>		
Account	Title	Current Budget	Amended Budget	(Decrease) Increase
10-4644	Donations-Fire	\$0	\$200	\$200

		<u>Expenses/Expenditures</u>		
Account	Title	Current Budget	Amended Budget	(Decrease) Increase
10-5400-551	Supplies	\$39,547	\$39,747	\$200

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

Adopted this 9th, day of September 2025.

Approved by:

Attest:

 Rashid Muhammad, Mayor Pro Tempore

 Anna Kanode Ward, Town Clerk

AN ORDINANCE AMENDING
 THE TOWN OF SPENCER, NORTH CAROLINA
 FY 25-26 ANNUAL BUDGET
 ORDINANCE 25-11.008
 JANUARY 13, 2026

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, 2025, and ending on June 30, 2026:

Section 1. The Town received a \$100 donation to the Fire Department from Karen Kuchar.

Section 2. The Town received a \$50 donation to the Fire Department from Susan Morris.

Section 3. The Town received a \$50 donation to the Fire Department from Spencer Women’s Club.

Section 4. The Town received a \$100 donation to the Fire Department from Beth Nance.

Section 5. To amend the FY 25-26 revenue and expense appropriations as follows:

		<u>Revenues</u>		
<u>Account</u>	<u>Title</u>	<u>Current Budget</u>	<u>Amended Budget</u>	<u>(Decrease) Increase</u>
10-4644	Donations-Fire	\$200	\$500	\$300

		<u>Expenses/Expenditures</u>		
<u>Account</u>	<u>Title</u>	<u>Current Budget</u>	<u>Amended Budget</u>	<u>(Decrease) Increase</u>
10-5400-579	Miscellaneous Expense	\$39,747	\$40,047	\$300

Section 6. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board, and to the Town Manager and the Finance Officer for record-keeping.

Adopted this 13th, day of January 2026.

Approved by:

Attest:

 Rashid Muhammad, Mayor Pro Tempore

 Anna Kanode Ward, Town Clerk



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Agenda Item Coversheet

Meeting Date: 02/10/2026

Agenda Item #: 7.c.

Agenda Item Title: Budget Amendment 25-11.011 Fire Department Station Damages

Category: Consent Agenda

Presenter(s): Heather Kann Finance Officer

Explanation:

March 4, 2025, a passenger vehicle ran into the Fire Station causing cracks in walls, damage to electrical outlet, and landscaping. Insurance has paid the estimated cost to caulk cracks and paint offices, replace the electrical outlet, and replace plants and landscaping.

Financial Impact:

\$2,077.07 to be appropriated to the Fire Department building maintenance expense budget.

Recommended Action:

Motion to approve the Fire Donation Budget Ordinance 25-11.011 on the consent agenda.

Attachment(s): Yes No

1. Budget Ordinance 25-11.011

AN ORDINANCE AMENDING
 THE TOWN OF SPENCER, NORTH CAROLINA
 FY 25-26 ANNUAL BUDGET
 ORDINANCE 25-11.011
 FEBRUARY 10, 2026

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, 2025, and ending on June 30, 2026:

Section 1. The Town received \$2,077.07 from National General to caulk and repaint offices, replace electrical outlets, and replace landscaping damage sustained when a passenger vehicle ran into the fire station.

Section 2. To amend the FY 25-26 revenue and expense appropriations as follows:

Revenues

Account	Title	Current Budget	Amended Budget	(Decrease) Increase
10-4740	Insurance Recovery	\$0	\$2,078	\$2,078

Expenses/Expenditures

Account	Title	Current Budget	Amended Budget	(Decrease) Increase
10-5400-522	Maint & Rep - Buildings & Grounds	\$11,700	\$13,778	\$2,078

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

Adopted this 10th, day of February 2026.

Approved by:

Attest:

 Rashid Muhammad, Mayor Pro Tempore

 Anna Kanode Ward, Town Clerk



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Rowan's Original Gateway.

Agenda Item Coversheet

Meeting Date: 02/10/2026

Agenda Item #: 8

Agenda Item Title: Consider adopted Ordinance 26-xx Granting a Franchise to Duke Energy Carolinas, LLC (first reading)

Category: Regular Agenda

Presenter(s): Peter Franzese, Town Manager; Jay Dees, Town Attorney

Explanation:

Duke Energy Carolinas, LLC has an existing sixty (60) – year ordinance, approved by the Town on May 13, 1966 that grants Duke Energy (formerly Duke Power Company) permission to construct and maintain its lines for the transmission of electricity along, over and under Town property, that includes highways, streets, roads, sidewalks, alleys, lanes, bridges, and other public places. Since this ordinance is expiring, Duke Energy has drafted a new ordinance, proposing the same, for another 60 years. The City Attorney has reviewed this draft ordinance for consistency with State law and has no issues. Duke Energy states that this is a standard ordinance with municipalities, sixty-years is a standard request, grants permission to work on their lines within the Town and on Town property (sidewalks etc.) and provides assurances to continue with improvements to their facilities and grid enhancements. Per [G.S. 160A-76](#), franchise renewals must be adopted by ordinance that has been considered and passed at two regular meetings. The second reading will occur at the March 10, 2026 meeting. Joe Crapster, Government and Community Relations Manager, will be in attendance if there are any questions.

Financial Impact:

N/A

Recommended Motion:

Motion to adopt Ordinance 26-XX to Grant a Franchise to Duke Energy Carolinas, LLC (first reading).

Attachment(s): Yes No

1. Ordinance 26-xx
2. May 13, 1966 Franchise

TOWN OF SPENCER, NORTH CAROLINA
ORDINANCE 26-01

AN ORDINANCE GRANTING A FRANCHISE TO
DUKE ENERGY CAROLINAS, LLC

BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE TOWN OF SPENCER, as follows:

I. DEFINITIONS

- 1.1 As used in this Ordinance, the following terms, words and phrases shall have the meanings respectively ascribed to them in this section:

“Duke Energy” shall mean Duke Energy Carolinas LLC, is a North Carolina limited liability company organized under the laws of the State of North Carolina and authorized to do business in the State of North Carolina and any assignee of or successor in interest to Duke Energy Progress, LLC under this franchise Ordinance.

The Town of Spencer shall mean the Town of Spencer, a municipal corporation located in Rowan County, North Carolina; the area within the territorial Town limits of Spencer and within the extraterritorial area surrounding the Town to the extent it may be lawfully included as presently or hereafter fixed by law or ordinance; or the Aldermen or any officer or agent duly authorized in acting on behalf of the Town as a municipal corporation, as indicated by the context by which the term is used.

“Board of Aldermen” shall mean the governing body of the Town of Spencer.

II. FRANCHISE GRANTED

- 2.1 Duke Energy is hereby granted the right to construct, operate and maintain an electrical utilities system, including such communications infrastructure as is necessary and convenient for the electrical utility’s purpose, within the Town and within the extraterritorial area surrounding the Town to the extent the Town may lawfully do so, for the generation, transmission, distribution and sale of electricity to consumers and users within the Town and to the Town and any and all agencies and departments thereof. Duke Energy is also given permission to do all acts necessary or helpful for the purposes enumerated hereinabove or hereinafter; and assent, and permission is hereby given and granted to Duke Energy, its successors and assigns, to exercise all powers, right and privileges which Duke Energy under and by the terms of its charter, or otherwise is authorized, empowered or permitted

to conduct, carry on, exercise, do or transact including, without limitation, the power, right and privilege to use, lease, sell, convey and transmit power by electricity for manufacturing, lighting, heating, motive power or other purpose or purposes and for the doing of an electrical business generally.

- 2.2 Duke Energy is hereby granted the right, authority, and privilege to construct and install, operate, maintain, renew, replace and repair electrical and communications facilities including but not limited to lines, cables, towers, poles, conduits, transformers, connections and services thereto, in, through, across, along and under streets, avenues, roads, public alleys, lanes, parks, squares, and other public places and ways in the Town for the generation, transmission, distribution and sale of electricity, its communications purposes and for any and all other approved purposes, subject to the terms and conditions hereinafter set forth in this Ordinance; provided, however, that nothing in this Ordinance without further approval of the Town shall authorize or permit the construction of a cellular tower or similar facility within the public areas described herein.
- 2.3 If th Town determines that it is necessary to expand, widen, or improve a road or other public way, the Town may require Duke Energy to relocate its facilities that are in conflict with such expansion, widening or improvement. If the Town requests such a relocation, it will provide an acceptable alternate location for Duke Energy’s facilities at no cost to Duke Energy. If Duke Energy’s facilities are, or were originally, located on private property, the Town shall pay for the cost of relocation. If, however, Duke Energy’s facilities were originally located within the existing public right-of-way which is being, expanded, widened or improved, Duke Energy shall bear the expense of relocating its facilities. If any street improvement project is to be funded in whole or in part by the State of North Carolina or the federal government, or an agency thereof, the Town will cooperate with Duke Energy in obtaining reimbursement for its relocation cost to the extent allowable under state and federal law. Such reimbursement, when received, shall be an offset against the cost of relocation to be paid by the Town. The relocation cost and reimbursement for relocation costs for facilities installed to provide electric service to the Town, including street and area lighting and traffic signals wherever located, shall be determined and paid by the Town in accordance with the Applicable Rate Schedules and Service Regulations of Duke Energy on file with the North Carolina Utilities Commission, as the same now exist or as they or any of them may be hereafter amended, modified, changed or annulled in accordance with the laws and regulations pertaining thereto.
- 2.4 Whenever Duke Energy shall cause any opening, excavation or alteration to be made in any street, lane or public place within the Town in the construction, operation or maintenance of any of its electrical and communications facilities including but not limited to lines, cables, towers, poles, conduits, transformers, connections and services owned or used by

it, Duke Energy shall cause such portions of said street, lane or public place to be restored to the same condition in which it found them as nearly as practicable. Additionally, if Duke Energy shall fail to restore the area to its approximate former condition within a reasonable period of time, but no less than thirty working days after notification by the Town, the Town shall proceed to restore such streets, lanes and public places as nearly as practicable to their original condition and the Town shall submit a statement of the costs for this restoration to Duke Energy. Duke Energy agrees to pay the Town for these costs within thirty days.

- 2.5 Pursuant to N.C.G.S. 160A-319(a) this franchise is granted for a term of sixty (60) years beginning _____, 2026, and ending at midnight _____, 2026, and thereafter it shall renew and continue in force on a year to year basis unless terminated by either party upon ninety days written notification to the other. Notwithstanding the foregoing, in the event that the electric industry in North Carolina is deregulated or restructured by state or federal legislation or regulation, or state or federal judicial action which affects retail distribution to the extent that the inhabitants of the Town may choose their electric supplier, then upon the date when such legislative, regulatory or judicial action has the force and effect of law, this franchise may be at any time thereafter terminated by either party upon ninety days written notification to the other. This franchise supersedes any and all former rights or franchises of Duke Energy to operate an electrical utilities system in the Town with respect to all acts and things done or admitted to be done, on or after _____, 2026.
- 2.6 Duke Energy is hereby granted the right during the existence of this franchise to mortgage or hypothecate this franchise, together with all rights and privileges hereunder and any right or interest therein, as security for indebtedness, subject to acceptance by any legal successor in interest of the obligations, duties, liabilities, limitations and prohibitions set out herein and subject to approval by the North Carolina Utilities Commission or other government agency whose approval is required by law. Duke Energy may not assign or transfer its rights under this franchise agreement without the express consent of the Board of Alderman and such consent shall not be unreasonably withheld, provided, however, that this provision shall not require Duke Energy to obtain permission from the Board of Alderman prior to assigning its rights hereunder to any new entity created in any corporate reorganization or merger in which Duke Energy is a party.
- 2.7 Duke Energy shall save the Town, Mayor, Board of Aldermen, and the Town officers, agents, servants and employees, harmless from all loss against any and all claims, suites, actions, liability, and judgments for damages (including but not limited to costs and expenses for reasonable legal fees and disbursements and liabilities assumed by the Town in connection therewith) sustained by the Town or the Mayor or the Board of Alderman, or the Town officers, agents, servants or employees, on account

of any suit, judgment, execution, claim, or demand whatsoever resulting or in any manner arising from sole negligence on the part of Duke Energy, its officers, agents, servants and employees in the construction, erection, operation and maintenance of its electric distribution system or the conduct of its business, such negligence having been determined by final order of a court of competent jurisdiction, not subject to appeal.

III. ACCEPTANCE OF FRANCHISE

This Ordinance shall take effect from the day of its passage, but only after it has been accepted in all its terms and revisions by Duke Energy, in writing, within sixty days after its passage otherwise, the same shall be null and void and of no effect.

This Ordinance was passed by a majority vote of the Board of Aldermen of the Town of Spencer, at the regular meeting of the Board of Aldermen held in the Town of Spencer, North Carolina on the _____ day of _____, 2026 and was again passed by a majority vote of Board of Aldermen of the Town of Spencer for the second time at the regular meeting held in the Town of Spencer, North Carolina, on the _____ day of _____, 2026.

ATTEST:

TOWN OF SPENCER

Town Clerk

BY: _____
Mayor, Town of Spencer

(S E A L)

NORTH CAROLINA

ROWAN COUNTY

This is to certify that on the ____ day of _____, 2026, personally came before me _____, Clerk of the Town, who, being by me duly sworn, says that (s)he knows the common seal of the Town of Spencer and (s)he is acquainted with _____, Mayor, and that (s)he saw the Mayor sign the foregoing instrument, and that (s)he affixed the Town's seal to the instrument and (s)he signed her name in attestation of the execution of this instrument in the presence of the Mayor

Witness my hand and official seal, this the ____ day of _____, 2026.

Notary Public

My Commission Expires:

The conditions and stipulations of the above Ordinance are hereby accepted by Duke Energy.

ATTEST:

DUKE ENERGY CAROLINAS, LLC

Assistant Secretary

BY: _____
President

(S E A L)

NORTH CAROLINA

ROWAN COUNTY

I, _____, a Notary Public for said County and State, do hereby certify that _____ personally appeared before me this day and acknowledged and she/he is _____ of Duke Energy _____, _____, and that by authority duly given and as the act of the company the foregoing instrument was signed in its name by its _____, sealed with its corporate seal, and attested by her/himself as its _____.

Witness my hand and official seal, this the ___ day of _____, 2026.

Notary Public

My Commission Expires:

Spencer, N. C.
Date: May 13, 1966

REGULAR MEETING OF THE MAYOR AND BOARD OF ALDERMEN
OF THE TOWN OF SPENCER, THIS THE 13th DAY OF
May, 1966.

The following resolution was offered by Mr. J. A. Palmer.

to wit:

WHEREAS the Mayor and Board of Aldermen of the Town of Spencer, at a regular meeting on the 22nd day of April, 1966, did pass upon its first reading the following resolution, granting a franchise to Duke Power Company, and it is the opinion of said Mayor and Board of Aldermen that said franchise be passed on its second and final reading:

NOW, THEREFORE, BE IT RESOLVED that the said ordinance be passed on its second and final reading, to wit:

AN ORDINANCE AND RESOLUTION granting permission unto the DUKE POWER COMPANY to construct and maintain its lines for the transmission of electricity along, over and under the streets and highways of the Town of Spencer, County of Rowan, State of North Carolina, and to conduct and carry on within said Town of Spencer the business authorized by and under the terms of the charter of said Duke Power Company.

SECTION 1. BE IT RESOLVED AND ORDAINED by the Mayor and Board of Aldermen of the Town of Spencer, in the County of Rowan, State of North Carolina, that assent and permission be, and the same hereby is given and granted unto the said Duke Power Company, its successors, lessees, and assigns, for the term of sixty (60) years from and after the enactment hereof, to lay, plant, extend, construct, build, erect, maintain, repair and remove its lines, poles, wires, appliances, conductors, fixtures and other appurtenances for the conducting, distributing, conveying and the transmission of power by electricity upon, along, over and under any and all the highways, roads, streets, sidewalks, alleys, lanes, bridges and other public places, now or hereafter laid out, within and near said Town of Spencer as now constituted and as the same may hereafter be extended, and to do all necessary

acts for that purpose; and assent and permission is hereby given and granted unto said Duke Power Company, its successors and assigns, to conduct, carry on, transact and do within and near the limits of said Town of Spencer any and all business, and to exercise all rights and privileges, which the said Duke Power Company, under and by the terms of its charter, or otherwise, is authorized, empowered or permitted to conduct, carry on, exercise, do or transact, including among other powers, privileges and rights, the right, power and privilege to use, lease, sell, convey and transmit power by electricity for manufacturing, lighting, heating, motive power or other purpose or purposes.

SECTION 2. All poles used by said Duke Power Company shall be erected under the supervision and direction of the Street Department of said Town of Spencer, and all highways, roads, streets, sidewalks, avenues, lanes, alleys, bridges and other public places that may be disturbed or damaged in the construction or maintenance of said lines, poles, wires, and other appliances, shall be promptly replaced and repaired by said Duke Power Company at its own expense, and to the satisfaction of said Street Department, and all poles shall be substantial and symmetrical and so located as not to interfere with the public use of said highways, roads, streets, sidewalks, avenues, lanes, alleys, bridges or other public places, or to endanger the property or persons of the citizens of said Town. And in case said Duke Power Company shall fail to replace or repair said highways, roads, streets, avenues, lanes, sidewalks, alleys, bridges or other public places within ten days after written notice so to do from the Street Department, the same may be replaced or repaired by the proper authorities of said Town, and the said Duke Power Company, in the event thereof, shall faithfully pay to said Street Department of said Town the costs of such replacing or repairing, and pay in addition thereto the sum of \$25.00 for each and every place so replaced or repaired, by way of a penalty for such failure.

SECTION 3. Said Duke Power Company shall be subject to the ordinances of said Town relative to the use of such highways, roads, streets, avenues, lanes, sidewalks, alleys, bridges, or other public places.

SECTION 4. Said Duke Power Company shall hold said Town free and harmless from all damages or claims for damages arising by reason of the negligent construction or maintenance of said lines, poles, wires, appliances, fixtures and appurtenances.

The foregoing resolution was duly seconded by Mr. W. Howard Ladd and upon being put to the vote was carried.

The foregoing is a true copy of a resolution and ordinance passed upon its first reading by the Mayor and Board of Aldermen of the Town of Spencer, State of North Carolina, at a regular meeting on the 22nd day of April, 1966, and was passed upon its second and final reading by the Mayor and Board of Aldermen of the Town of Spencer, State of North Carolina, at a regular meeting on the 13th day of May, 1966.
This 13th day of May, 1966.

s/ J. R. Burdett, Jr.
Mayor

s/ Wilda B. Palmer
City Clerk



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Rowan's Original Gateway.

Agenda Item Coversheet

Meeting Date: 02/10/2026

Agenda Item #: 9

Agenda Item Title: Budget Ordinance 25-11.010 Police 2025 Toyota Tacoma

Category: Regular Agenda

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

Explanation:

Our fleet replacement plan recommended two vehicle purchases for the FY25-26 budget. These were removed from the budget as cost savings measures. Funding has become available to purchase one of these vehicles at this time.

The Police Chief has identified a 2025 Toyota Tacoma available to purchase for \$35,884 plus tax & title of \$1,123.00. The upfit of the car is \$7,000.00 for a full price of \$44,007.00. This vehicle is available under contract pricing at this time.

Financial Impact:

The Town will need to appropriate funds from savings in the FY25-26 Police Budget to the Capital Reserve Fund for the \$44,007.00 purchase of this vehicle.

Recommended Motion:

Motion to approve Budget Ordinance 25-11.010 for the purchase of the 2025 Toyota Tacoma for the Police Department and authorize the Town Manager to negotiate and execute a purchase agreement with Rice Motor Company, LLC, dba Toyota of Greensboro.

Attachment(s): Yes No

1. Budget Ordinance 25-11.010

AN ORDINANCE AMENDING
 THE TOWN OF SPENCER, NORTH CAROLINA
 GENERAL FUND FY 25-26 BUDGET
 ORDINANCE 25-11.010
 FEBRUARY 10, 2026

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, 2025, and ending on June 30, 2026:

Section 1. To amend the FY 25-26 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 Toyota Tacoma for the Police Department.

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

		<u>Revenues</u>		
<u>Account</u>	<u>Title</u>	<u>Current Budget</u>	<u>Amended Budget</u>	<u>(Decrease) Increase</u>
NO CHANGE				
		<u>Expenditures</u>		
<u>Account</u>	<u>Title</u>	<u>Current Budget</u>	<u>Amended Budget</u>	<u>(Decrease) Increase</u>
10-5100-790	Transfer To Capital Reserve Fund	\$18,400	\$62,407	\$44,007
10-5300-411	Full-time Regular Wages	\$1,036,118	\$1,021,111	(\$15,007)
10-5300-421	FICA	\$82,090	\$75,090	(\$7,000)
10-5300-423	LEGRS	\$168,187	\$156,187	(\$12,000)
10-5300-425	Health & Life Insurance	\$170,778	\$160,778	(\$10,000)
	Total			\$0

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

		<u>Revenues</u>		
<u>Account</u>	<u>Title</u>	<u>Current Budget</u>	<u>Amended Budget</u>	<u>(Decrease) Increase</u>
90-4910	Transfer from General Fund	\$18,400	\$62,407	<u>\$44,007</u>
	Total			\$44,007
		<u>Expenditures</u>		
<u>Account</u>	<u>Title</u>	<u>Current Budget</u>	<u>Amended Budget</u>	<u>(Decrease) Increase</u>
90-5300-561	Capital Outlay	\$22,636	\$66,643	\$44,007
	Total			\$44,007

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

Adopted this 10th day of February 2026.

Approved by:

Attest:

Rashid Muhammad, Mayor Pro Tempore

Anna Kanode Ward, Town Clerk



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Agenda Item Coversheet

Meeting Date: 02/10/2026

Agenda Item #: 10.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

January 2026

	<u>Location</u>	<u>Activity</u>	<u>Action</u>
1.5.25	3 rd st	Accessory dwelling unit questions	Answered questions
1.5.26	Hackett st	Fisher lambe annexation	Worked on paperwork
1.5.26	Yadkin ave	Site plan submittal	Reviewed and commented
1.5.26	Whitehead ave	Bike lane drawings	Forwarded to NCDOT
1.5.26	All	Rooster complaint	Responded
1.6.26	Willow creek	Medical office bldg. site questions	Answered questions
1.6.26	Office	Staff meeting	Attended
1.6.26	Sowers Ferry rd	Drone for aerial video	Attended
1.8.26	Office	Cell tower property title	Researched
1.8.26	108 4 th st	Sign questions	Researched
1.8.26	N Salisbury ave	Driveway permit questions	Answered questions
1.8.26	Office	Meeting on Hawkinstown rd development	Met with developer
1.8.26	Anne st	Storage building permit	Issued permit
1.8.26	N Salisbury ave	Zoning compliance letter for NR Medical	Issued letter
1.8.26	N Salisbury ave	Discussions on PCA redevelopment	Met and discussed
1.8.26	Office	Preagenda meeting	Attended
1.12.26	509 s Carolina	Chicken keeping permit request	Provided information
1.12.26	Hawkinstown road	Development questions	Answered questions
1.12.26	Salisbury ave	Development questions	Answered questions
1.12.26	All	Fiber signal boost facility	Answered location questions
1.12.26	Hinkle road	Fencing questions	Answered questions

1.12.26	Office	Budget message comments to manager	Provided comments
1.12.26	Office	Planning board meeting	Participated
1.13.26	Office	MS zoning dist setback questions	Answered questions
1.13.26	Office	Staff meeting	Participated
1.13.26	Salisbury ave	Site plan review	Reviewed and commented
1.13.26	Office	Text amendment folder	Provided to clerk
1.13.26	Office	Board of Aldermen meeting	Attended
1.15.26	Office	Property deed information	Review and forward
1.15.26	Office	Grocery store grand opening event request	Reviewed and commented
1.15.26	Yadkin ave	Zoning permits for two SF homes	Reviewed and approved
1.15.26	Hollywood ave	Warehouse questions	Answered questions
1.15.26	Yadkin ave	Addressing for two lots	Provided to Rowan Co
1.15.26	Office	Online interview for "Spencer Success Story" video	Participated
1.15.26	Hackett st	Demolition questions	Answered questions
1.15.26	Salisbury ave	Subdivision	Review and approved
1.15.26	Rowan ave	HPC questions	Answered questions
1.15.26	N Salisbury ave	Subdivision and development questions	Answered questions
1.15.26	Yadkin ave	Payment in lieu of sidewalk payment	Collected payment
1.20.26	Hawkinstown road	Sign permit submittal for Hawkins meadow project	Reviewed and commented
1.20.26	217 s Salisbury ave	Zoning questions	Answered questions
1.20.26	1108 s Salisbury	Zoning questions for nursing school	Answered questions
1.20.26	Hawkins loop rd	Utility questions	Answered questions
1.20.26	Office	Online security training	Participated
1.20.26	Office	Review and comment on cell tower lease contract	Review and comment
1.20.26	606 n Salisbury ave	Zoning permit	Review and comment
1.20.26	701 s rowan	Driveway permit request	Responded
1.22.26	Salisbury ave	PCA property development questions	Answered questions
1.22.26	All	Developer search for property	Gave list of properties

1.22.26	606 n Salisbury ave	Zoning questions	Answered questions
1.22.26	6 th st	Driveway questions	Answered questions
1.22.26	701 s roawan	Driveway questions	Answered questions
1.22.26	7 th st	Car dealership questions	Answered questions
1.22.26	604 n Salisbury ave	Zoning permit for sfh	Issued permit
1.22.26	Hawkinstown rd	Address for COS at Hawkins meadows proj	Determined and issued
1.22.26	1307 s Salisbury ave	No further action letter for petroleum spill	Reviewed and filed
1.22.26	605 meadow st	Driveway extension questions	Answered questions
1.22.26	Office	SRU coordination meeting	Attended
1.26.26	Home	Various development questions	Responded
1.27.26	N Salisbury ave	PCA development questions	Answered questions
1.27.26	N Salisbury ave	NR Medical closeout questions	Answered questions
1.27.26	Office	Greenway questions	Answered questions
1.27.26	Office	Consultant enquiry on cell tower project	Responded
1.27.26	Park Plaza	Sign, lighting , etc questions from new dentist	Answered questions
1.27.26	S Yadkin	Property development questions	Answered questions
1.27.26	Hackett st	Zoning permit for fence project	Reviewed and approved
1.27.26	N Salisbury ave/US HWY 29	Bike lane striping planning request	Requested pricing
1.28.26	Hawkinstown Rd	Sign permit for Hawkins meadows project	Issued permit
1.28.26	Montclair St	Sign permit for Sedgewick homes project	Issued permit
1.28.26	Office	Information for Spencer success story video	Provided information
1.28.26	Hudson & 6 th	Floodplain issue	Responded with information
1.28.26	Office	Cell tower contract discussions	Participated
1.28.26	Office	Revise zoning permit applications for floodplain issues	Revised and submitted
1.29.26	Office	Staff meeting	Attended
1.29.26	Hudson & 6 th	Property line dispute	Provided information
1.29.26	Hollywood dr	Zoning questions	Answered questions

Quotes:

“It’s not whether you get knocked down, it’s whether you get up.”

Vince Lombardi

“You miss 100 percent of the shots you never take.”

Wayne Gretzky

“The journey of a thousand miles begins with one step.”

Lao Tzu

“If you think you can do a thing or think you can’t do a thing, you’re right.”

Henry Ford

“Well done is better than well said.”

Benjamin Franklin

“The best way to predict your future is to create it.”

Abraham Lincoln



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Agenda Item Coversheet

Meeting Date: 02/10/2026

Agenda Item #: 10.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

Choose an item.

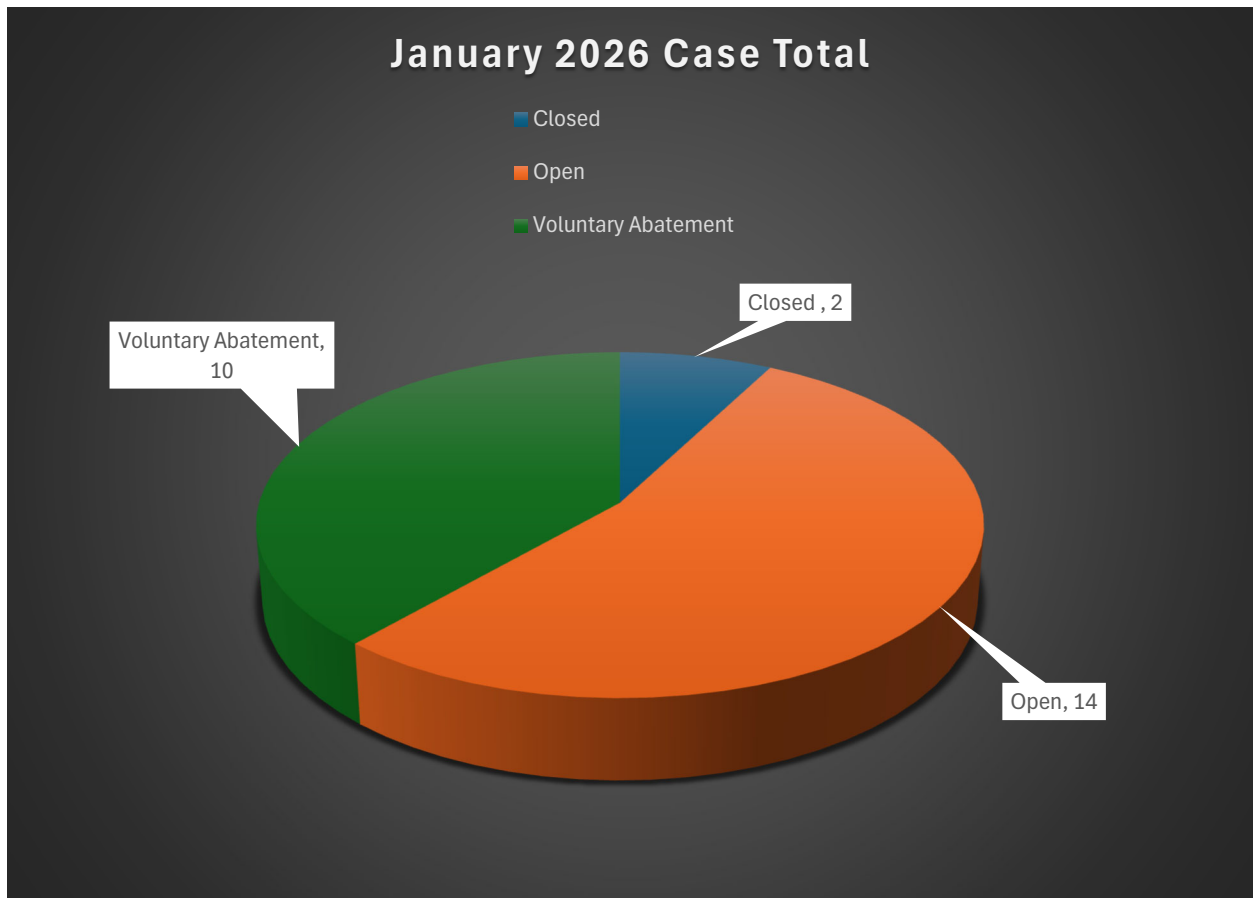
N/A

Attachment(s): Yes No

1. Code Enforcement Report

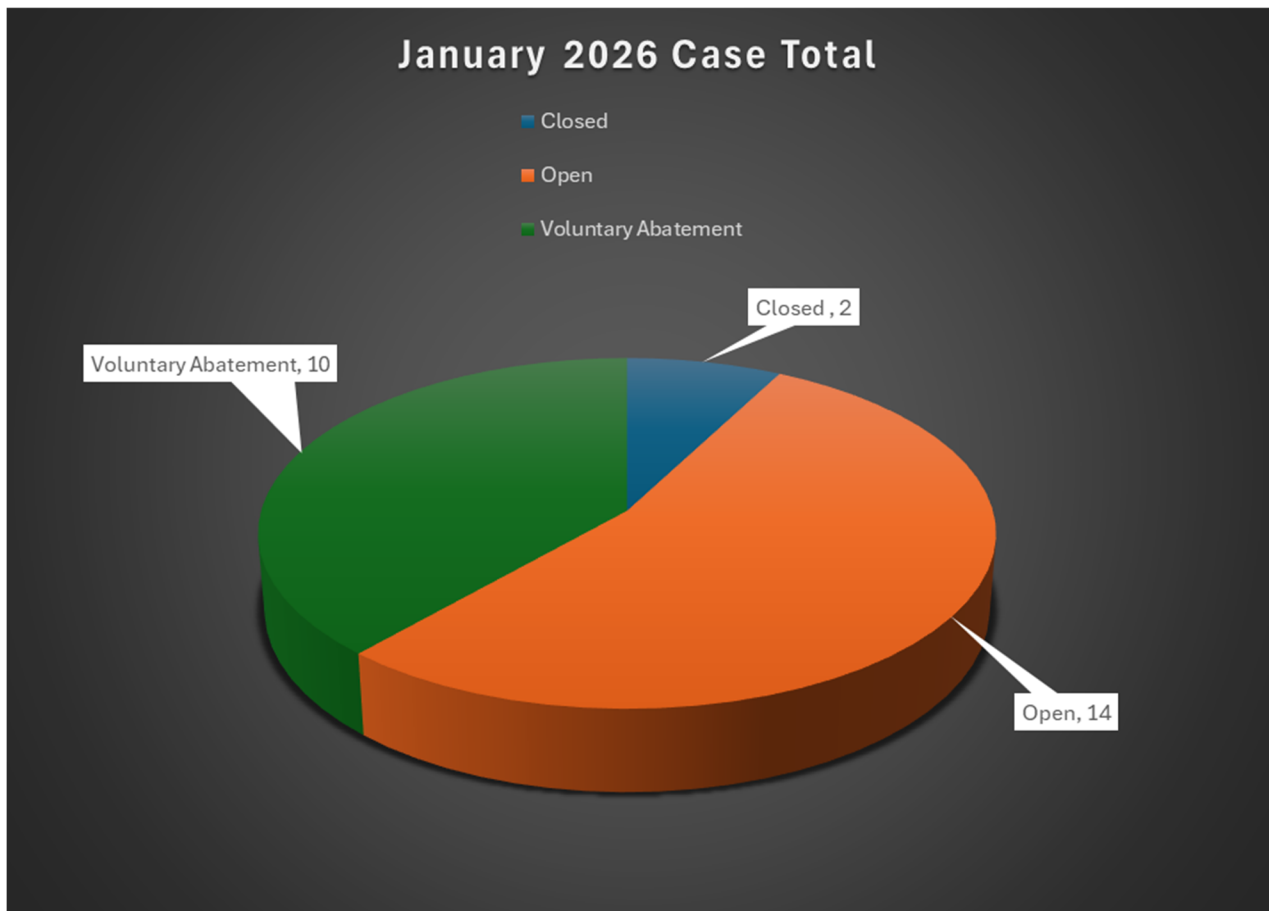
Monthly Report

- **Total cases – 26**
- **Open - 14**
- **Voluntary Abatement - 10**
- **Notice of Violations – 0**
- **Notice of Bill - 0**
- **Notice of Lien – 0**



2026 Yearly Report

- **Total cases – 26**
- **Open - 14**
- **Voluntary Abatement - 10**
- **Enforced Abatement - 0**
- **Notice of Violations - 0**
- **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/

2026 Open Cases

Case Number	Address	Nature of Complaint	Main Status
202600026	207 Seventeenth St	Obstructing Stormwater	Open
202600025	198 N Yadkin	Illegally Parked	Open
202600024	304 S Iredell	No permit	Open
202600023	301 N Yadkin	Illegally Parked	Open
202600022	308 N Yadkin	Illegal Parking	Open
202600021	308 N Yadkin	Junk on Porch	Open
202600019	810 4TH ST	Junk	Open
202600018	1355 Adams ST	Overgrowth	Open
202600017	1340 Adams ST	Overgrowth	Open
202600014	Lexington Ave	Illegal Dumping	Open
202600013	119 N Salisbury Ave	Junk	Open
202600008	613 5TH ST	Minimal Housing	Open
202600007	032 108	Tall Grass/ Weeds	Open
202600004	403 7TH ST	Tall Grass/ Weeds	Open



Case Status Report

1/1/2026 - 1/29/2026

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

202600016	1/28/2026	Closed	1/28/2026	Site Visit	301 N Yadkin Ave	Illegal Parking
202600015	1/23/2026	Closed	1/23/2026	Site Visit	460 S Salisbury Ave	Sign Violation
202500200	6/17/2025	Closed	1/28/2026	Site Visit	1355 Adams	Tall Grass/ Weeds
202500199	6/17/2025	Closed	1/28/2026	Site Visit	1340 Adams	Tall Grass/ Weeds

Group Total: 4

Group: Open

202600026	1/28/2026	Open	1/28/2026	Site Visit	207 Seventeenth St	Obstructing Stormwater
202600025	1/28/2026	Open	1/28/2026	Site Visit	198 N Yadkin	Illegally Parked
202600024	1/28/2026	Open	1/28/2026	Site Visit	304 S Iredell	No permit
202600023	1/28/2026	Open	1/28/2026	Site Visit	301 N Yadkin	Illegally Parked
202600022	1/28/2026	Open	1/28/2026	Site Visit	308 N Yadkin	Illegal Parking
202600021	1/28/2026	Open	1/28/2026	Site Visit	308 N Yadkin	Junk on Porch
202600019	1/28/2026	Open	1/28/2026	Site Visit	810 4TH ST	Junk
202600018	1/28/2026	Open	1/28/2026	Site Visit	1355 Adams ST	Overgrowth
202600017	1/28/2026	Open	1/28/2026	Site Visit	1340 Adams ST	Overgrowth
202600014	1/21/2026	Open	1/21/2026	Site Visit	Lexington Ave	Illegal Dumping
202600013	1/14/2026	Open	1/14/2026	Site Visit	119 N Salisbury Ave	Junk
202600008	1/14/2026	Open	1/14/2026	Site Visit	613 5TH ST	Minimal Housing
202600007	1/14/2026	Open	1/14/2026	Site Visit	032 108	Tall Grass/ Weeds
202600004	1/9/2026	Open	1/9/2026	Site Visit	403 7TH ST	Tall Grass/ Weeds

Group: Voluntary Abatement

202600020	1/28/2026	Voluntary Abatement	1/28/2026	Site Visit	S Salisbury Ave	Sign Violation
202600012	1/14/2026	Voluntary Abatement	1/28/2026	Site Visit	1118 N Salisbury Ave	Junk
202600011	1/14/2026	Voluntary Abatement	1/28/2026	Site Visit	901 3RD ST	Junk
202600010	1/14/2026	Voluntary Abatement	1/28/2026	Site Visit	816 3RD ST	Illegal Parking
202600009	1/14/2026	Voluntary Abatement	1/28/2026	Site Visit	817 5TH ST	Junk Vehicles
202600006	1/14/2026	Voluntary Abatement	1/28/2026	Site Visit	601 S Spencer Ave	Illegal Parking
202600005	1/14/2026	Voluntary Abatement	1/28/2026	Site Visit	709 7TH ST	Tall Grass/ Weeds
202600003	1/9/2026	Voluntary Abatement	1/28/2026	Site Visit	515 7TH ST	Junk
202600002	1/8/2026	Voluntary Abatement	1/29/2026		515 7th St	Junk from previous tenant in the side yard and back yard of the house. This is the third set of tenants that this occurrence has happened with.
202600001	1/7/2026	Voluntary Abatement	1/28/2026	Site Visit	1205 S Salisbury Ave	Garbage
202500420	12/23/2025	Voluntary Abatement	1/28/2026	Site Visit	817 5TH ST	Illegal Parking
202500416	12/23/2025	Voluntary Abatement	1/28/2026	Site Visit	411 S Iredell	Tall Grass/ Weeds
202500414	12/23/2025	Voluntary Abatement	1/28/2026	Site Visit	810 4TH ST	Junk
202500411	12/23/2025	Voluntary Abatement	1/28/2026	Site Visit	033 152	Tall Grass/ Weeds
202500408	12/23/2025	Voluntary Abatement	1/12/2026	Site Visit	220 8TH ST	Junk
202500404	12/16/2025	Voluntary Abatement	1/28/2026	Site Visit	603 7TH ST	Nuisance

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Agenda Item Coversheet

Meeting Date: 02/10/2026

Agenda Item #: 10.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. ACE Team Report

Activity Log Event Summary (Totals)

Spencer Police Department

(01/01/2026 - 01/31/2026)

<No Event Type Specified>	1	8th Street Ballpark Check	56
911 Hang-Up	5	Administrative Work	70
Alarm - Other	20	Assault - In-Progress	1
Assault - Report	1	Assist - East Spencer Police	21
Assist - EMS	3	Assist - Fire Department	12
Assist - Motorist/Public	7	Assist - NCHP	1
Assist - Other Agency	7	Assist - Other Officer	53
Assist - Sheriff's Office	7	B&E/Burglary - Commercial, In-Progress	1
B&E/Burglary - Commercial, Report	1	B&E/Burglary - Residential, In-Progress	1
B&E-Vehicle, Report	1	Business Check-Drive Through	388
Calls For Service (General)	12	Code Enforcement Activities	18
Communicating Threats	1	Community Event	8
Court	3	Directed Patrol	22
Disturbance	5	Disturbance- Verbal	4
Disturbance-Physical	2	Domestic Dispute	4
Drug Offense Not on School Property	1	Escort - Motorist/Public	2
Follow-up Investigation - Outside Town Limits	1	Follow-up Investigation- Spencer	4
Foot Patrol - Business	83	Foot Patrol - Residential	1
Foot Patrol - School	5	Found Property	2
Fraud - Report	3	House Check	16
Illegal Burning	1	Illegal Dumping	1
Involuntary Commitment	2	Larceny - In-Progress	1
Larceny - Report	4	Library Park Check	75
Maintenance - Equipment	2	Maintenance - Vehicle	24
Meeting	15	NCTM - Drive Through	233
NCTM - Foot Patrol	48	Norfolk Southern Railroad-Drive Through	19
Ordinance Violation	1	Park Check	174
Property Damage - Report	1	Public Service	14
School Check - NRES	77	School Check - NRHS	82
School Check - NRMS	65	Shots Fired	1
Special Assignment - Other	5	SRO Duties	39
Suicide - Attempted	1	Suspicious - Activity	8
Suspicious - Person	3	Suspicious - Vehicle	8

Activity Log Event Summary (Totals)

Spencer Police Department

(01/01/2026 - 01/31/2026)

Traffic Accident - PD	4	Traffic Accident - PI	2
Traffic Complaint	1	Traffic Control	1
Traffic Enforcement	11	Training - FD	1
Training - PD	16	Training - School	5
Training-Virtual Zoom Web-Ex, etc.	1	Trespassing - In-Progress	1
Trespassing - Report	1	Unattended Death	1
Unlock Vehicle	2	Vehicle Pursuit	1
Vehicle Stop	167	Warrant Service	2
Welfare Check	9	Yadkin River Park Check - Davidson County	90
Yadkin River Park Check - Spencer	101		

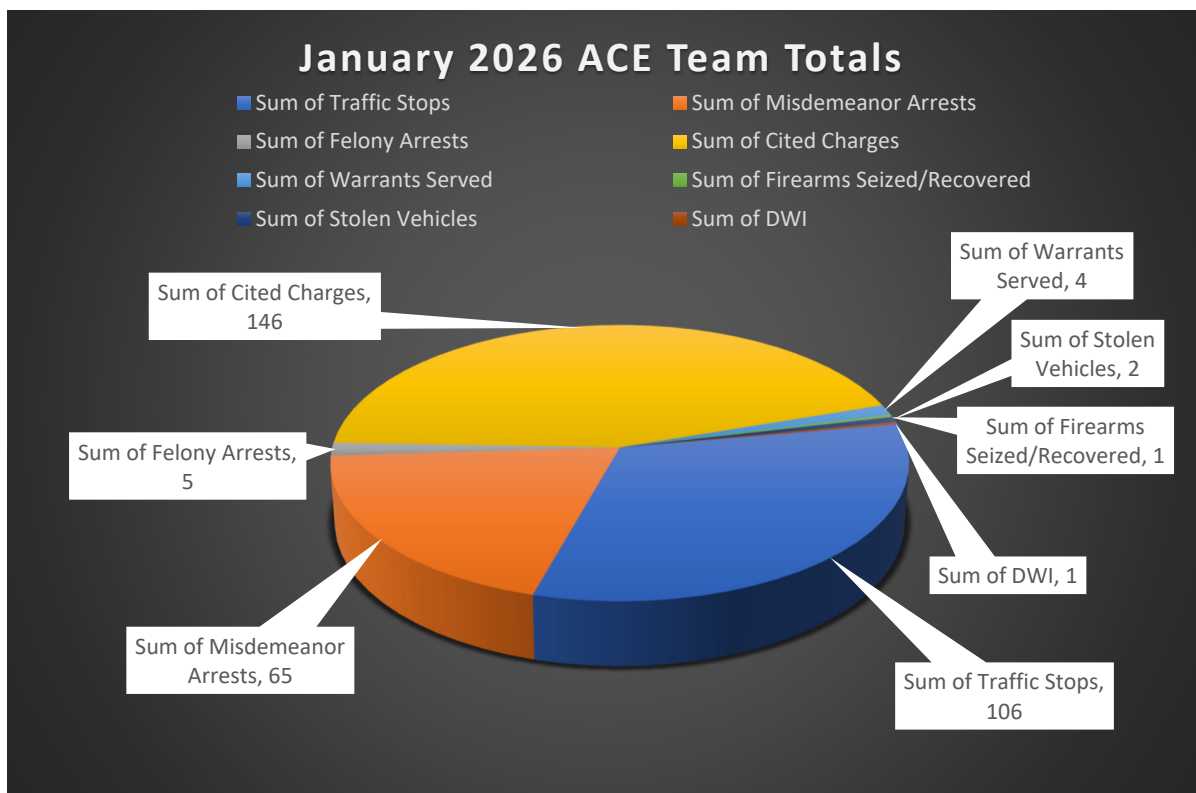
Total Number Of Events: 2,175

SPENCER POLICE ACE TEAM REPORT

January 2026

January 2026 Highlights

- January 2026 Cases: 14 (14 Closed)
- Traffic Stops: 106
- Total Arrests: 70 (Felony 5)
- Cited Charges: 146
- Warrants Served: 4
- Firearms Seized: 1
- Stolen Vehicle: 2

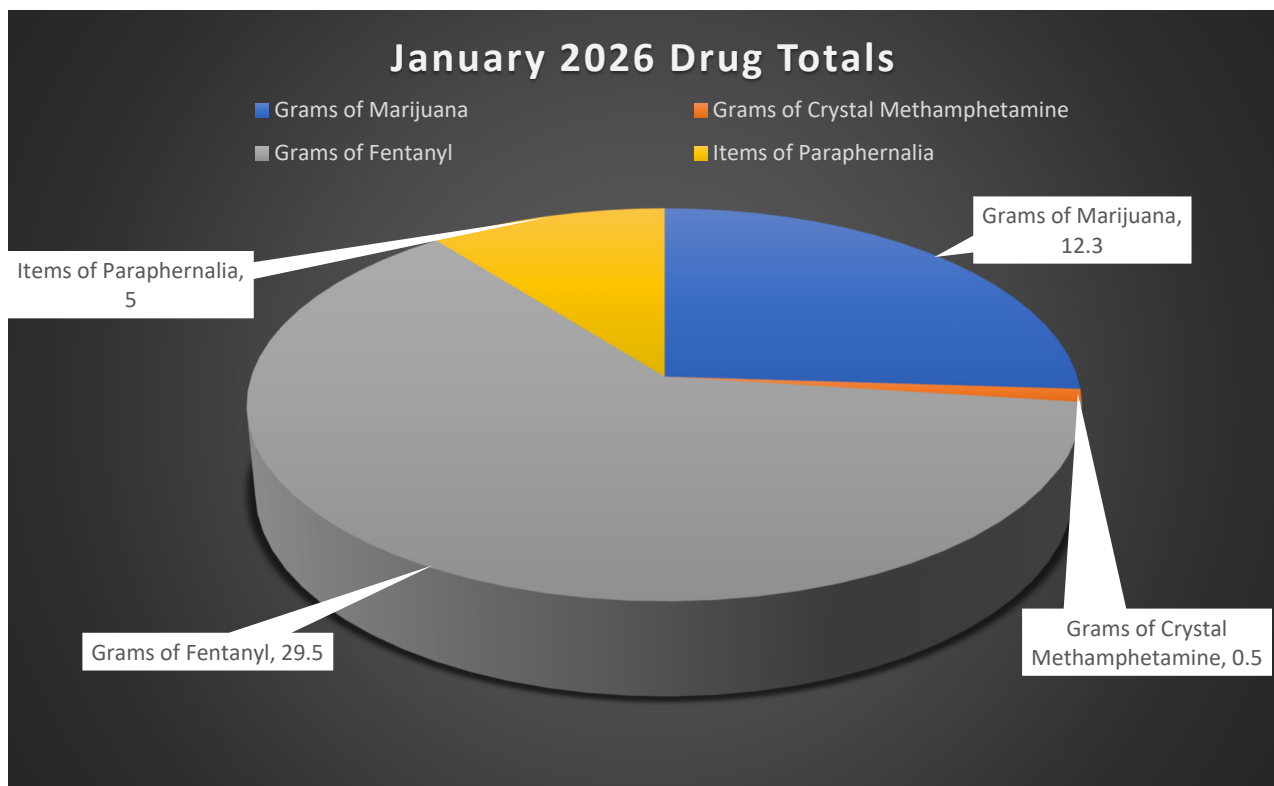


SPENCER POLICE ACE TEAM REPORT

January 2026

January 2026 Drug Totals

- Marijuana: 12.3 Grams
- Fentanyl: 29.5 Grams
- Paraphernalia Items: 5
- Crystal Methamphetamine: .5 Gram





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Agenda Item Coversheet

Meeting Date: 02/10/2026

Agenda Item #: 10.d.

Agenda Item Title: Fire Department Monthly Report

Category: Departmental Report

Presenter(s): Michael Lanning, Fire Chief

Explanation:

No approval needed. This item is for information only.

Financial Impact:

N/A

Recommendations:

N/A

Attachment(s): Yes No

1. Fire Department Report



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February 2026 Monthly Report

Calls for Service: 01/01/2026-01/31/2026

Fire: 67
Medical: 57
Monthly Total: 124

2026 Total: 124

Apparatus:

- E752- '08 Seagrave has been repaired.
- E751- Waiting for parts and the '24 Pierce will be sent to Charlotte. (Warranty Repairs-Coolant Leak)

Equipment:

- N/A

Special Events:

- N/A

Personnel:

- Internal posting for the vacant Fire Engineer position. Closes on 2/4/26.

Station:

- No updates on an expansion project.

Special Information:

- N/A



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SPENCER
NORTH CAROLINA

Public Works Director
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Agenda Item Coversheet

Meeting Date: 02/10/2026

Agenda Item #: 10. 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

February 2026 Board of Alderman Meeting

- 1) Regular services (Sanitation, Brush) are running on schedule.
- 2) The leaf vacs have stopped running for the fall season, so all leaves and loose material will need to be bagged for pick-up at this time. The vacs will run again beginning March 16th and will run through April 17th for spring clean-up.
- 3) We have scheduled our Spring Mulch Give-away for March 21st from 7:00 am until 12:00 pm, for the citizens of Spencer. **Delivery will be available for In-Town residents only. Three deliveries per household maximum.** This date corresponds with the normal recycling Saturday, so the recycling center at the Public Works Department will also be open.
- 4) The final sanitation numbers are in for 2025. We collected a total of 1,506.83 tons of refuse in 2025, which is an increase of 34.12 tons from 2024. This amounts to about three truck loads. We had a slight increase last year of 1.15 tons, and a decrease the two years prior. We are expecting this to be the trend for the next several years due to the upswing in the housing market.
- 5) We have posted the job opening for a general laborers position on the Town Website. We know of several people who will be applying, but as always if you know of someone that may be interested, have them fill out an application. Chad Eagle has been filling in more days to help fill this position during the hiring process. We will continue this process until this position is filled.
- 6) We have spent a great deal of time this month preparing and cleaning up after Mother Nature. The first storm brought mostly sleet, and ice. We spent a great deal of time and materials to clear the streets for the citizens and be able to run trash service. **A great big THANK YOU to the NCDOT for helping us to get salt and to my guys for the patience and time spent to get this done.**
At this time, we are in the middle of the second storm “The Great Blizzard,” so we will be back at it again this week. We will be working some OT on Sunday to begin cleanup.
- 7) Once the snow events are over, we will begin trimming the crepe myrtles downtown, cleaning up along the NCTM side of Salisbury Ave, and working on some major trimming and sprucing up at Library Park.
- 8) **CCAP update:**
We have purchased live stakes from Mellow Marsh Farms in Siler City, and they are expected to ship on February 2nd, with us receiving them on the 3rd, letting them sit in water on the 4th to recover, and planting them on Thursday the 4th. This was all planned before the great blizzard, so adjustments will probably need to be made to this schedule. Once this is complete and stamped by the engineer, we will receive the remaining \$5,000 from the grant.
- 9) **Update: Chicken Springs Dam**
We are staying in touch with our engineers and completing tasks as they let us know. We continue to keep the water level down, using the existing siphon, mowing the area, and constantly monitoring the situation with the outfall and boil. We continue to wait on news from the grant application and will notify everyone as we find out information.
We have completed the tasks assigned to us by DEQ and will be calling for another inspection soon. We were not present at the last inspection, but we will make sure that Town staff and our engineer will be in attendance for this one.
- 10) **Since last report:**
There were 0 abatements issued and completed this month.
- 11) **Work Orders were completed as necessary, along with several citizen engagement requests.**

Monthly Events:

- February 14th** - **Valentine's Day**
- March 21st** - **Spring Mulch Giveaway**



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Agenda Item Coversheet

Meeting Date: 02/10/2026

Agenda Item #: 10.f.

Agenda Item Title: Finance Monthly Report

Category: Departmental Report

Presenter(s): Heather Kann, Finance Officer

Explanation:

- Bank Reconciliations for January are not complete.
- We received notice of two items requiring responses from the LGC regarding the FY25 audit.
 - o One we were kind of expecting with the Fund Balance available as % of expenditures. This year we are at 24.23% compared to last year's 27.92%. The threshold is 34%. I am working with Nick and John on a response.
 - o Second I the bond we have for me as the Finance Officer. The bond for the Finance Officer should be for 10% of budgeted expenses. The current bond is \$550,000 and the FY25 budgeted expenditures was \$5,547,948. The auditor has responded with the following and we are awaiting their response.
 - In accordance with G.S. 159-29, all Town employees who have access to \$100 or more of Town funds at any given time are required to be bonded through a commercial surety bond. For the fiscal year, the Town's originally budgeted expenditures totaled \$5,547,948, resulting in a statutory minimum bond requirement of 10%, or \$554,794.80. The finance officer is individually bonded for \$550,000, and all other employees with access to Town funds are covered under a blanket bond of \$50,000. Collectively, the Town maintains total fidelity bond coverage of \$600,000, which exceeds the minimum requirement established by G.S. 159-29. The \$4,794.80 difference between the finance officer's individual bond and the calculated 10% threshold is immaterial and does not warrant separate disclosure in the financial statements. This clarification addresses all reviewer comments related to G.S. 159-29.
- W2s and 1099 reported and sent out.
- I am working with our NC League Representative to make corrections in the conversion. This is mostly with the budgets of new funds.



SPENCER NORTH CAROLINA

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Sales and Use Tax As of February Distributions		
Aug. distributions are June revenues		
	FY 25	FY26
Total Revenues	602,858.52	623,376.18
FY26 vs FY25 @ Feb. Reporting		3.4%

Financial Impact: N/A

Recommendations:

N/A

Attachment(s): Yes No

1. Finance Report

10 General

Account	Expended					
Object Description	Current YTD	Encumber YTD	Committed	Budget	Variance	% Committed
Revenue						
* Tax Revenues - 41xx			1,808,792.38	2,489,377.00	-680,584.62	73 %
* Intergovernmental - 42xx			847,407.28	1,695,954.00	-848,546.72	50 %
* Investment income - 43xx			23,638.58	60,000.00	-36,361.42	39 %
* Sale of Services - 44xx			152,305.85	320,926.00	-168,620.15	47 %
* Fees and Fines - 45xx			53,525.60	49,200.00	4,325.60	109 %
* Grants & Donations - 46xx			42,942.93	61,973.00	-19,030.07	69 %
* Miscellaneous - 47xx			40,541.88	23,500.00	17,041.88	173 %
* Transfers and Appropriations -				436,495.00	-436,495.00	0 %
Total Revenue			2,969,154.50	5,137,425.00	-2,168,270.50	58 %
Expenses						
Governing Body	205,896.24	37,524.24	243,420.48	286,270.00	-42,849.52	85 %
Administration	423,813.33	92,879.23	516,692.56	760,521.00	-243,828.44	68 %
Police	1,007,700.31	46,407.73	1,054,108.04	1,857,580.00	-803,471.96	57 %
Fire	530,496.43	10,101.61	540,598.04	1,003,807.00	-463,208.96	54 %
Parks & Recreation	11,236.97		11,236.97	22,088.00	-10,851.03	51 %
Library	25,489.74	295.00	25,784.74	49,417.00	-23,632.26	52 %
Streets	319,810.95	1,815.63	321,626.58	524,380.00	-202,753.42	61 %
Solid Waste	241,915.40	1,209.82	243,125.22	409,926.00	-166,800.78	59 %
Debt Service	95,040.31		95,040.31	223,436.00	-128,395.69	43 %
Total Expenses	2,861,399.68	190,233.26	3,051,632.94	5,137,425.00	-2,085,792.06	59 %
Net Income			-82,478.44			

\$298,827.56 Deposits not entered to the GL. Will post to January and reconcile 2/3/26

20 Powell Bill

Account		Expended		Committed	Budget	Variance	% Committed
Object	Description	Current YTD	Encumber YTD				
	Revenue						
*	Tax Revenues - 41xx			5,295.00	13,000.00	-7,705.00	41 %
*	Intergovernmental - 42xx			133,069.95	134,902.00	-1,832.05	99 %
*	Investment income - 43xx			4,319.53	7,690.00	-3,370.47	56 %
	Total Revenue			142,684.48	155,592.00	-12,907.52	92 %
	Expenses						
	Streets	42,655.17		42,655.17	155,592.00	-112,936.83	27 %
	Total Expenses	42,655.17		42,655.17	155,592.00	-112,936.83	27 %
	Net Income			100,029.31			

21 HI Reimbursement

Account		Expended					
Object	Description	Current YTD	Encumber YTD	Committed	Budget	Variance	% Committed
	Revenue						
*	Transfers and Appropriations -			35,000.00		35,000.00	
	Total Revenue			35,000.00		35,000.00	
	Expenses						
	Administration	32,125.46		32,125.46		32,125.46	
	Total Expenses	32,125.46		32,125.46		32,125.46	
	Net Income			2,874.54			

31 ARPA

Account		Expended				
Object	Description	Current YTD	Encumber YTD	Committed	Budget	% Committed
	Revenue					
*	Grants & Donations - 46xx			1,037,997.00	1,037,997.00	100 %
	Total Revenue			1,037,997.00	1,037,997.00	100 %
	Expenses					
	Non-departmental	1,037,997.00		1,037,997.00	1,037,997.00	100 %
	Total Expenses	1,037,997.00		1,037,997.00	1,037,997.00	100 %
	Net Income			0.00		

32 Stormwater Grant

Account	Expended		Committed	Budget	Variance	% Committed
Object Description	Current YTD	Encumber YTD				
Revenue						
* Grants & Donations - 46xx			58,193.00	376,591.00	-318,398.00	15 %
* Transfers and Appropriations -				214,828.00	-214,828.00	0 %
Total Revenue			58,193.00	591,419.00	-533,226.00	10 %
Expenses						
Streets	129,139.50	61,663.46	190,802.96	214,828.00	-24,025.04	89 %
Stormwater				376,591.00	-376,591.00	0 %
Total Expenses	129,139.50	61,663.46	190,802.96	591,419.00	-400,616.04	32 %
Net Income			-132,609.96			

Working with Anna E, NC League of Municipalities, as the budget was entered under Stormwater in error. This should not be there. Only the Streets budget should be there.

48 Miscellaneous Grants

Account	Expended					
Object Description	Current YTD	Encumber YTD	Committed	Budget	Variance	% Committed
Revenue						
* Grants & Donations - 46xx			118,228.81	247,675.00	-129,446.19	48 %
* Transfers and Appropriations -				34,722.00	-34,722.00	0 %
Total Revenue			118,228.81	282,397.00	-164,168.19	42 %
Expenses						
Governing Body	44,404.39	15,987.00	60,391.39	20,808.00	39,583.39	290 %
Administration	30,591.95	24,803.66	55,395.61	161,589.00	-106,193.39	34 %
Parks & Recreation		11,100.00	11,100.00	100,000.00	-88,900.00	11 %
Total Expenses	74,996.34	51,890.66	126,887.00	282,397.00	-155,510.00	45 %
Net Income			-8,658.19			

Working with Anna E, NCLM on this Fund.

Mural project expenses were paid from Fund 10 in July, I need to move these to Fund 48.

EB 5861 expenses were paid from Fund 10 and the PO was in Fund 10. These need to be moved to Fund 48 as well.

61 Yadkin River Trail

Account		Expended		Committed	Budget	Variance	% Committed
Object	Description	Current YTD	Encumber YTD				
	Revenue						
*	Grants & Donations - 46xx			640,074.40	640,075.00	-0.60	100 %
*	Transfers and Appropriations -			149,246.43	185,258.00	-36,011.57	81 %
Total Revenue				789,320.83	825,333.00	-36,012.17	96 %
	Expenses						
	Parks & Recreation	789,320.83		789,320.83	825,333.00	-36,012.17	96 %
Total Expenses		789,320.83		789,320.83	825,333.00	-36,012.17	96 %
Net Income				0.00			

62 DT Park Project

Account		Expended		Committed	Budget	Variance	% Committed
Object	Description	Current YTD	Encumber YTD				
Revenue							
*	Grants & Donations - 46xx			1,972,881.50	2,060,000.00	-87,118.50	96 %
*	Transfers and Appropriations -			403,000.00	403,000.00		100 %
Total Revenue				2,375,881.50	2,463,000.00	-87,118.50	96 %
Expenses							
	Parks & Recreation	2,379,983.89	28,274.59	2,408,258.48	2,463,000.00	-54,741.52	98 %
Total Expenses		2,379,983.89	28,274.59	2,408,258.48	2,463,000.00	-54,741.52	98 %
Net Income				-32,376.98			

63 17ST SW Improvements

Account Object Description	Expended Current YTD	Encumber YTD	Committed	Budget	Variance	% Committed
Revenue						
* Grants & Donations - 46xx			224,021.50	1,959,462.00	-1,735,440.50	11 %
Total Revenue			224,021.50	1,959,462.00	-1,735,440.50	11 %
Expenses						
Stormwater	224,021.50	95,801.91	319,823.41	1,959,462.00	-1,639,638.59	16 %
Total Expenses	224,021.50	95,801.91	319,823.41	1,959,462.00	-1,639,638.59	16 %
Net Income			-95,801.91			

64 CDBG-NR

Account Object Description	Expended Current YTD	Encumber YTD	Committed	Budget	Variance	% Committed
Revenue						
* Grants & Donations - 46xx			400,602.57	750,000.00	-349,397.43	53 %
Total Revenue			400,602.57	750,000.00	-349,397.43	53 %
Expenses						
Planning & Development	408,345.12		408,345.12	750,000.00	-341,654.88	54 %
Total Expenses	408,345.12		408,345.12	750,000.00	-341,654.88	54 %
Net Income			-7,742.55			

65 STANBACK FOREST

Account		Expended				
Object	Description	Current YTD	Encumber YTD	Committed	Budget	Variance % Committed
	Revenue					
*	Grants & Donations - 46xx			475,000.00	350,000.00	125,000.00 136 %
	Total Revenue			475,000.00	350,000.00	125,000.00 136 %
	Expenses					
	Parks & Recreation				350,000.00	-350,000.00 0 %
	Total Expenses				350,000.00	-350,000.00 0 %
	Net Income			475,000.00		

66 NC Finishing Co Site Infra

Account		Expended					
Object	Description	Current YTD	Encumber YTD	Committed	Budget	Variance	% Committed
	Revenue						
*	Grants & Donations - 46xx			750,000.00	750,000.00		100 %
	Total Revenue			750,000.00	750,000.00		100 %
	Expenses						
	Planning & Development				750,000.00	-750,000.00	0 %
	Total Expenses				750,000.00	-750,000.00	0 %
	Net Income			750,000.00			

90 Capital Reserve

Account		Expended		Committed	Budget	Variance	% Committed
Object	Description	Current YTD	Encumber YTD				
	Revenue						
*	Transfers and Appropriations -				87,636.00	-87,636.00	0 %
	Total Revenue				87,636.00	-87,636.00	0 %
	Expenses						
	Police	25,076.10		25,076.10	27,636.00	-2,559.90	91 %
	Solid Waste	59,611.20	388.80	60,000.00	60,000.00		100 %
	Total Expenses	84,687.30	388.80	85,076.10	87,636.00	-2,559.90	97 %
	Net Income			-85,076.10			



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Agenda Item Coversheet

Meeting Date: 02/10/2026

Agenda Item #: 10.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. Active Living Report
2. Library Statistics

ACTIVE LIVING MONTHLY REPORT

- Parks and Recreation Advisory Board
 - There was not a quorum for the PRAB meeting on Wednesday, February 4, 2026. The next meeting is scheduled for March 4, 2026.
 - An MOU is in progress for use of the 8th Street Ballpark.
- Grants/Projects
 - Great Trail State Grant: Working through due diligence. U.S. Fish and Wildlife have give approval. Army Corps of Engineers requiring a wetland delineation, which will be paid for through the grant.
 - Stanback Forest Center/Carter House: architect will start working on the project around March and construction should start sometime in August or September. This project is paid through a reimbursable grant and matching funds.
- Events
 - *Libraries with Heart* initiative kickoff event was Friday, February 6, 2026.
- Spencer Public Library

On January 19, the library hosted a youth program for 12 children ages 2–10. The program included movement-based games, interactive activities, and librarian-led storytime. Participants rotated through activity stations designed to encourage active participation and social interaction and concluded the program with supervised play in the children’s room.

During February, the library is hosting Black History Month programming in partnership with Essie Academy, with the school bringing its entire student body to the library for scheduled programming. Activities include storytelling, music, cultural presentations, and literature. In addition, a local author event scheduled for February 18 will provide further opportunities for literacy and cultural enrichment.



Spencer Public Library Statistics

Day	Door Count	Adult Circulation	Children Circulation	Research Questions	New Cards Issued	Students Tutored	Volunteers/ Tutors	Corresponding Due Date
Mon., 1/5/2026	6	6	2					1/20/2026
Tue., 1/6/2026	3							1/21/2026
Wed., 1/7/2026	2	5		2				1/22/2026
WEEK TOTAL:	11	11	2	2				
Mon., 1/12/2026	2		4	3				1/27/2026
Tue., 1/13/2026	3							1/28/2026
Wed., 1/14/2026	3	4		2				1/29/2026
WEEK TOTAL:	8	4	4	5				
Mon., 1/19/2026	13	1	4					2/3/2026
Tue., 1/20/2026	10	7		2				2/4/2026
Wed., 1/21/2026	9	3	1	3				2/5/2026
WEEK TOTAL:	32	11	5	5				
Mon., 1/26/2026	CLOSED							2/10/2026
Tue., 1/27/2026	3			1				2/11/2026
Wed., 1/28/2026	1							2/12/2026
Thu., 1/29/2026	3	6						2/13/2026
WEEK TOTAL:	7	6		1				
MONTH TOTAL:	58	32	11	13				



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Agenda Item Coversheet

Meeting Date: 02/10/2026

Agenda Item #: 11

Agenda Item Title: Town Manager's Report

Category: Town Manager's Report

Presenter(s): Peter Franzese, Town Manager

Explanation:

Talk of the Town and Neighborhood Walks are back for 2026

After launching in 2025, we are planning another year of community engagement opportunities in Spencer. Our **Talk of the Town** and **Neighborhood Walk** series will alternate months to provide four opportunities for each program between February and November. Talk of the Town is an "a la carte" version of a citizens academy for our community. Citizens academies are educational programs conducted by local governments to create better informed and engaged citizens.

We plan to hold this program on the third Tuesday in February, April, September, and November at 6:15 p.m. Our first program on February 17 will focus on Police and Code Enforcement, and future dates (April 21, September 15, and November 17) will have the topics announced as the date approaches. Potential topics include Fire, Getting Involved in events, Street funding, Recreation, and more.

Neighborhood Walks will take place on March 17, May 19, August 18, and October 20. The concept is simple yet powerful. Neighbors walk alongside Town representatives in a pre-determined location to identify opportunities for improvement and build rapport with one another.

Our staff and elected officials are committed to finding new ways to connect with Spencer's residents, businesses, and visitors, and we are excited to continue this opportunity. We hope to see you soon at one of these or another of our upcoming meetings or events this year.

Attachment(s): Yes No