



**AGENDA**  
**Spencer Parks and Recreation**  
**Advisory Board**  
**Regular Meeting**  
**10:30 a.m.**

**DATE**  
March 4, 2026

*The Parks and Recreation Advisory Board meets on the first Wednesday of each month at 10:30 a.m. Regular meetings focus on action items, departmental reports, and other business. This meeting is open to the public and is held in the Hilda B. Palmer Board Room at Town Hall, located at 460 South Salisbury Avenue. Please find meeting agendas, minutes, and other information at [spencernc.gov/town-government-and-services/appointed-boards-and-commissions/parks-recreation-advisory-board](https://spencernc.gov/town-government-and-services/appointed-boards-and-commissions/parks-recreation-advisory-board).*

- 1. CALL TO ORDER – Chair Bob Pendergrass**
- 2. ADDITIONS/DELETIONS AND ADOPTION OF AGENDA**
- 3. APPROVAL OF MINUTES – January 7, 2026, Regular Meeting Minutes**
- 4. FINALIZE – Amended Draft Spencer Parks & Recreation Advisory Board 2025 – 2026 Report & Workplan; Special Projects Planner Joe Morris**
- 5. REVIEW – Draft Memorandum of Understanding (MOU) with the Cal Ripkin Youth Baseball League; Special Projects Planner Joe Morris**
- 6. UPDATES ON PROJECTS – Special Projects Planner Joe Morris**
- 7. BOARD OF ALDERMEN PLANNING SESSION – March 6, 2026**
- 8. NEXT MEETING DATE – April 1, 2026**
- 9. ADJOURNMENT**

**MINUTES**  
**Spencer Parks & Recreation Advisory Board**  
**Regular Meeting**  
**January 7, 2026**

The Town of Spencer Parks & Recreation Advisory Board met in regular session in the Hilda B. Palmer Board Room at the Spencer Town Hall on Wednesday, January 7, 2026, at 10:30 a.m.

Present were: Chair Bob Pendergrass  
Vice Chair Dionne Dixon  
Secretary Vivian Koontz  
Member Jack Moore  
Member Phip Sparger

Also present were: Town Clerk Anna Kanode Ward, and Special Projects Planner Joe Morris.

Member Jim Gobbel was absent.

Chair Pendergrass called the meeting to order.

**ADDITIONS/DELETIONS**

Action

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

**APPROVAL OF MINUTES – November 5, 2025, Regular Meeting Minutes**

Action

Member Sparger moved to approve the November 5, 2025, Regular Meeting Minutes. Secretary Koontz seconded the motion, which carried by a vote of 4 – 0.

Member Moore entered the board room at 10:33 a.m.

**REVIEW AND FINALIZE – Draft Spencer Parks & Recreation Advisory Board 2025 – 2026 Report & Work Plan; Special Projects Planner Joe Morris**

Special Projects Planner Morris gave a presentation regarding the Spencer Parks & Recreation Advisory Board 2025 – 2026 Report and Work Plan draft, which is included with these minutes as Attachment A, and answered questions from the Board.

Action

Member Moore moved to approve the Spencer Parks & Recreation Advisory Board 2025 – 2026 Report and Work Plan draft with amendments to add the Salisbury YMCA, Rowan-Cabarrus Community College (RCCC), Livingstone College, and North Rowan Elementary, Middle, and High Schools to the list of local organizations to coordinate with to implement recreational programs and facility improvements. Vice Chair Dixon seconded the motion, which carried by a vote of 5 – 0.

**UPDATES ON PROJECTS – Special Projects Planner Joe Morris**

Special Projects Planner Morris gave an update regarding various town projects and answered questions from the Board.

Topics discussed included: Parks & Recreation Trust Fund, Great Trails State, Blanch and Julian Robertson Family Foundation, and Duke Energy grants; Stanback Forest Center; Rocky Branch Loop trail project; Spencer Town Park 5<sup>th</sup> Street entrance archway funding; Winterfest 2025; and the 250<sup>th</sup> anniversary celebration Rowan County is planning.

**ADJOURNMENT**

Vice Chair Dixon moved to adjourn the meeting. Member Sparger seconded the motion, which carried by a vote of 5 – 0. The meeting stood adjourned at 11:17 a.m.

Approved by:

Attest:

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Bob Pendergrass, Chair

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Anna Kanode Ward, Town Clerk

DRAFT

**Spencer Parks & Recreation Advisory Board  
2025 – 2026  
REPORT & WORK PLAN**

**2025 FORMATION**

- BOA adopted an ordinance creating the Spencer Parks & Recreation Advisory Board
- 6 Parks & Recreation Advisory Board members were appointed
- BOA adopted bylaws and rules of Procedure
- Schedule of meeting dates were established (1<sup>st</sup> Wednesday of each month at 10:30 AM)

**2025 ACTIVITIES**

- PRAB reviewed and endorsed the Stanback Forest Center Master Plan
- Applied for and received the PARTF grant for the Stanback Forest Center
- Spencer Town Park construction was completed and dedicated
- PRAB co-chair, Dionne Dixon, coordinated the “Race to the River” 5K and festival
- Staff and PRAB chair Bob Pendergrass attended Creating Outdoor Recreation Economies Conference (CORE) in Cherokee, NC
- Staff and PRAB member Jim Gobbel attended a regional CORE marketing workshop in Troy, NC

**2026 WORK PLAN**

- Request funding in the FY26-27 Town of Spencer Budget to hire a full-time Active Living Coordinator to implement recreation programming and projects
- Pursue grant and funding opportunities, including sponsorships and donations to implement the Spencer Comprehensive Parks and Recreation Master Plan to include facilities and recreation programs
- Pursue grant and funding opportunities, including sponsorships and donation, to implement the Creating Outdoor Recreation Economies plan
- Review and oversee PARTF grant for Stanback Forest Center project
- Review and oversee Great Trails State Grant trail development project for Stanback Forest
- Review and oversee the Connecting Communities to State Parks grant for the Grants Creek Blueway project

- Review and recommend policies for maintenance and use of the 8<sup>th</sup> Street Ball Park
- Coordinate with town staff and local organizations to program activities for Spencer Town Park
- Coordinate with local organizations, including the NC Transportation Museum, Spencer Partnership, Rowan County Tourism Development Authority, Rowan County Parks & Recreation, Salisbury Parks and Recreation, Catawba College, Rowan Salisbury Schools, and others, to implement recreational programs and facility improvements
- Coordinate with state and regional organizations, including NC Parks, NC Commerce, Carolina Thread Trail, Piedmont Legacy Trail, Davidson County Parks and Recreation, Yadkin Riverkeeper, and others, to implement recreational programs and facility improvements

## **Spencer Parks & Recreation Advisory Board**

**2025 -26**

### **REPORT & WORKPLAN**

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- Pursue grant and funding opportunities, including sponsorships and donations to implement the Spencer Comprehensive Parks and Recreation Master Plan to include facilities and recreation programs
- Pursue grant and funding opportunities, including sponsorships and donation, to implement the Creating Outdoor Recreation Economies plan
- Explore regional partnerships through NC Commerce to promote outdoor recreation activities along the Yadkin River (from upper watershed to the Uwharrie Lakes)
- Review and oversee PARTF grant for Stanback Forest Center project \$246,800 grant + \$250K local match = \$496,800 total project)

- Review and oversee Great Trails State Grant trail development project for Stanback Forest (\$460K grant + \$230K local match = \$690K total budget)
- Review and oversee the Connecting Communities to State Parks grant for the Grants Creek Blueway project (\$100K grant, no local match)
- Review and recommend policies for maintenance and use of the 8<sup>th</sup> Street Ball Park
- Coordinate with town staff and local organizations to program activities for Spencer Town Park
- Coordinate with local organizations, including the NC Transportation Museum, Spencer Partnership, Rowan County Tourism Development Authority, Rowan County Parks & Recreation, Salisbury Parks and Recreation, Salisbury Rowan YMCA, Catawba College, Livingstone College, Rowan Cabarrus Community College, North Rowan High, Middle and Elementary Schools, Rowan Salisbury Schools, and others, to implement recreational programs and facility improvements
- Coordinate with state and regional organizations, including NC Parks, NC Commerce, Carolina Thread Trail, Piedmont Legacy Trail, Davidson County Parks and Recreation, Yadkin Riverkeeper, and others, to implement recreational programs and facility improvements

# DRAFT- Memorandum of Understanding

Between the Town of Spencer and the Cal Ripken Youth Baseball League  
Regarding Use and Operation of the 8th St. Ballpark, Spencer, North  
Carolina

This Memorandum of Understanding (“MOU”) is entered into by and between the Town of Spencer (“the Town”), and the Cal Ripken Youth Baseball League (“the League”), collectively referred to as “the parties.”

## 1. Purpose and Objectives

The purpose of this MOU is to establish a collaborative framework for the use and operation of the 8th St. Ballpark. The parties commit to promoting healthy recreation, fostering athletic development, and encouraging sportsmanship and character building for the youth of Spencer and surrounding communities.

## 2. Scope

This MOU applies specifically to the activities, maintenance, and management of the 8th St. Ballpark, including all facilities and grounds associated with youth baseball activities coordinated by the league. Use of the facility by additional agencies, individuals, teams, schools or leagues is subject to authorization by the town.

## 3. League Responsibilities

- Coordinate and maintain a schedule for all league activities, including practices, games, and special events at the 8th St. ballpark.
- Oversee player registration, team administration, and adherence to league rules and eligibility requirements.
- Prepare the field and facilities for game days, including marking, equipment setup, proper field lighting and post-game cleanup.
- Assist in routine maintenance of playing surfaces, such as infield grooming and minor repairs, in coordination with the town.
- Provide adequate supervision and security during events to ensure participant and spectator safety.
- Maintain liability insurance coverage as required by the town and provide documentation upon request.

- Seek sponsorships and manage fundraising efforts to support league operations and facility improvements.
- Oversee game operations, including umpire coordination and compliance with safety protocols.

#### 4. Town Responsibilities

- Ensure the overall security of the 8th St. Ballpark and adjacent areas, including common area lighting and access control.
- Perform major facility repairs, structural maintenance, and necessary upgrades to park infrastructure, when practical.
- Maintain utilities (water, electricity, restroom facilities) in good working order for the duration of league use.
- Install and maintain safety netting, fences, and signage as required for participant safety.
- Provide general upkeep of common areas, landscaping, and regular garbage disposal.
- Support periodic facility inspections and address safety hazards promptly.

#### 5. Mutual Commitments

- Maintain open and ongoing communication to coordinate schedules, address concerns, and resolve conflicts in a timely manner.
- Cooperate in publicizing youth baseball opportunities and community recreation programs.
- Seek financial support, including pursuing grants and sponsorships, to enhance the ballpark and program offerings.
- Foster a collaborative environment that encourages mutual respect, transparency, and shared responsibility.

#### 6. General Provisions

Both parties affirm their commitment to the health, safety, and welfare of all youth participants, coaches, volunteers, and spectators. This MOU may be amended by mutual written agreement and will remain in effect unless terminated by either party with 30 days' written notice.

## 7. Signatories

<b>For the Town of Spencer</b>	<b>For the Cal Ripken Youth Baseball League</b>
<p>Peter Franzese, Town Manager</p> <hr/> <p>Date: _____</p> <p>Anna Kanode Ward, Town Clerk</p> <hr/> <p>Date: _____</p>	<p>Brett Arrowwood, President</p> <hr/> <p>Date: _____</p>