



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

DATE
June 3, 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.

- 1. CALL TO ORDER – Chair Bob Pendergrass**
- 2. ADDITIONS/DELETIONS AND ADOPTION OF AGENDA**
- 3. APPROVAL OF MINUTES – May 6, 2026, Regular Meeting Minutes**
- 4. DISCUSSION – Dana Grubb Performance in Town Park; Town Manager Franzese**
- 5. DISCUSSION – Great Trails State (GTS) Conference CORE Program Opportunity; Town Clerk Anna K. Ward**
- 6. UPDATES ON PROJECTS – Special Projects Planner Joe Morris (provided in writing)**
- 7. NEXT MEETING DATE – August 5, 2026**
- 8. ADJOURNMENT**

MINUTES
Spencer Parks & Recreation Advisory Board
Regular Meeting
May 6, 2026

The Spencer Parks and Recreation Advisory Board met in regular session in the Hilda B. Palmer Board Room at Spencer Town Hall on May 6, 2026, at 10:55 a.m.

Present: Chair Bob Pendergrass
Vice Chair Dionne Dixon
Member Jack Moore
Member Phip Sparger

Also present: Town Clerk Anna Kanode Ward; Special Projects Planner Joe Morris.

Absent: Secretary Vivian Koontz and Member Jim Gobbel.

Chair Pendergrass called the meeting to order at 10:55 a.m.

ADDITIONS/DELETIONS

By consensus, the board removed the following item from the agenda:

6. Park Inspections
 - a. Yadkin River Trailhead Park
 - b. Library Park
 - c. 8th Street Ballpark

Action

Motion by Vice Chair Dixon to adopt the agenda as amended, seconded by Member Sparger. Motion carried 4-0.

APPROVAL OF MINUTES – April 1, 2026, Regular Meeting Minutes

Action

Motion by Vice Chair Dixon to approve the April 1, 2026, regular meeting minutes, seconded by Member Sparger. Motion carried 4-0.

PRESENTATION – CORE Trip to Elkin; Chair Bob Pendergrass and Special Projects Planner Joe Morris

Chair Pendergrass and Special Projects Planner Morris presented information from their site visits to Wilkes and Surry counties as part of the Creating Outdoor Recreation Economies (CORE) program. Board members asked questions, which were answered.

UPDATES ON PROJECTS – Special Projects Planner Joe Morris

Special Projects Planner Morris provided updates on grant funding and donations for the Spencer Town Park gateway arch and proposed children’s play area, timelines for the Stanback Forest Center and Grants Creek Blueway, the memorandum of understanding process with Spencer Cal Ripken for use of the 8th Street

Ballpark, and plans for the future of Race to the River. Board members asked questions, which were answered.

ADJOURNMENT

Motion by Vice Chair Dixon to adjourn, seconded by Member Sparger. Motion carried 4-0. The meeting adjourned at 11:29 a.m.

Approved by:

Attest:

Bob Pendergrass, Chair

Anna Kanode Ward, Town Clerk

DRAFT



RE: [External] RE: CORE Program Opportunity

From Joe Morris <jmorris@spencernc.gov>

Date Tue 2026-06-02 06:51

To Emory, Jeff B <jeff.emory@commerce.nc.gov>; Peter Franzese <pfranzese@spencernc.gov>; Newton, Jonathan P <jnewton@dallasnc.net>; Beaty, Hayley A <hbeaty@dallasnc.net>

Cc Peter Franzese <pfranzese@spencernc.gov>; Anna Ward <AWard@spencernc.gov>; Bob P. <bobpend1960@gmail.com>; Joel Taylor <jtaylor@spencernc.gov>

Thank you, Jeff. WE will try to get a head count of interested persons. Our Parks and Rec Advisory Board meet tomorrow. We will extend the offer and report back to David and Karen.

Joe

From: Emory, Jeff B <jeff.emory@commerce.nc.gov>

Sent: Monday, June 1, 2026 10:47 AM

To: Joe Morris <jmorris@spencernc.gov>; Peter Franzese <pfranzese@spencernc.gov>; Newton, Jonathan P <jnewton@dallasnc.net>; Beaty, Hayley A <hbeaty@dallasnc.net>

Cc: Peter Franzese <pfranzese@spencernc.gov>; Anna Ward <AWard@spencernc.gov>; Bob P. <bobpend1960@gmail.com>; Joel Taylor <jtaylor@spencernc.gov>

Subject: RE: [External] RE: CORE Program Opportunity

Good morning Joe, I heard back from David. If you and any others want to attend, just contact David and Karen, and they can get you the correct forms. Bob also contacted me expressing his interest. The process will be very much like other events you have attended. I am glad you have interested in going. It is a great conference. If you have questions, do not hesitate to reach out to me.



Jeff Emory

Community Economic Development Planner, Southwest Region
 NC Main Street & Rural Planning Center
 North Carolina Department of Commerce



NC DEPARTMENT
of COMMERCE
 RURAL ECONOMIC
 DEVELOPMENT

Contact Information:

704 984 3666 (mobile)

jeff.emory@commerce.nc.gov

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Websites:

[NC Commerce Main Street & Rural Planning Center](#)

[NC Main Street & Rural Planning TRAINING SITE](#)

Impact:

[NC Main Street & Rural Planning Annual Report](#)



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From: Joe Morris <jmorris@spencernc.gov>

Sent: Wednesday, May 27, 2026 9:38 AM

To: Emory, Jeff B <jeff.emory@commerce.nc.gov>; Franzese, Peter <pfranzese@spencernc.gov>; Newton, Jonathan P <jnewton@dallasnc.net>; Beaty, Hayley A <hbeaty@dallasnc.net>

Cc: Franzese, Peter <pfranzese@spencernc.gov>; Kanode, Anna <award@spencernc.gov>; Bob P. <bobpend1960@gmail.com>; Joel Taylor <jtaylor@spencernc.gov>

Subject: [External] RE: CORE Program Opportunity

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Thanks, Jeff!

There is interest in Spencer in attending some, or all, of the GTS Conference in Winston-Salem, August 10 -12, 2026. I will poll local leaders and staff to ascertain who, and how many, might be willing to attend.

Thanks again!

Joe

From: Emory, Jeff B <jeff.emory@commerce.nc.gov>

Sent: Monday, May 18, 2026 11:23 AM

To: Peter Franzese <pfranzese@spencernc.gov>; Joe Morris <jmorris@spencernc.gov>; Newton, Jonathan P <jnewton@dallasnc.net>; Beaty, Hayley A <hbeaty@dallasnc.net>

Subject: CORE Program Opportunity

Hope everyone is doing well! The below email contains information about an opportunity for CORE opportunities to attend the Great Trails State Conference in August in Winston Salem. Please contact me if you have any questions.

The Creating Outdoor Recreation Economies (CORE) program still has funding available for community leaders, work group members, and associated local partners to attend training that can help them implement CORE strategic plans.

An upcoming training opportunity to consider is the Great Trails State (GTS) Conference, scheduled for August 10-12, 2026, in Winston-Salem (greattrailsstatecoalition.org/conference/). The conference, co-hosted by Recreation Resources Service and Great Trails NC, will bring together trail planners, designers and builders, recreation professionals, community leaders, tourism partners, and others to learn and share best practices to advance trail and greenway development and promotion in North Carolina.

The CORE program can reimburse local governments for expenses associated with attending the GTS Conference, including registration fees, vehicle mileage, overnight lodging, meals, and other allowable expenses as outlined in the attached CORE Guidelines for Training & Technical Assistance Support for Local Government Participants. *However, pre-approval of anticipated expenses by the CORE program is required and should be obtained prior to a local government incurring training-related costs.*

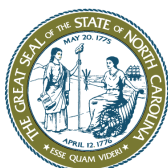
For more information about training support, please see the attached Guidelines document or contact the CORE program administrators shown below.

David McRae
ARC and SCRC Assistant Program Manager
North Carolina Department of Commerce
984-365-0853
david.mcrae@commerce.nc.gov

Karen Smith, AICP
Rural Planning Program Manager
NC Main Street & Rural Planning Center
828-747-1585
ksmith@commerce.nc.gov



Jeff Emory
Community Economic Development Planner, Southwest Region
NC Main Street & Rural Planning Center
North Carolina Department of Commerce



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jeff.emory@commerce.nc.gov

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Report to the Spencer Parks and Recreation Advisory Board

June 3, 2026

Due to a scheduling conflict with my family, I am unable to attend the June meeting of the Spencer Parks and Recreation Advisory Board. I am submitting this report to provide an update on the various projects currently underway by town staff.

1. The design contract for the Stanback Educational Forest Center will be presented to the Spencer Board of Aldermen on June 9, 2026. Staff is requesting authorization for the Town Manager to enter into a standard agreement for design services with Bogle Architectural Firm of Salisbury. Separate contracts will also be prepared with Lynn Raker for landscape architecture services and King Engineering for civil engineering. Design work is expected to begin in August.
2. Staff is also submitting a request to the Board of Aldermen on June 9, 2026, seeking authorization for the Mayor to enter into a project grant agreement with the North Carolina Department of Natural and Cultural Resources for the Stanback Forest Trail Design and Construction Project. Once the contract documents are finalized, staff will move forward with procurement of designers and trail builders to begin work on the Rocky Branch Loop Trail project.
3. Financial contributions from the Rowan County Tourism Development Authority and the Margaret C. W. Woodson Foundation have enabled the Town of Spencer to enter into a design and construction agreement with RiteLite Signs of Concord, North Carolina, for fabrication of the Gateway Arch sign. The sign will be erected on the brick pillars at the corner of Salisbury Avenue and 5th Street. The contractor has begun surveying and engineering work and is expected to provide a timeline for installation in the coming days.
4. The Town has received funding from Dr. Thomas Carlton and the Blanche and Julius Robertson Family Foundation to begin design and cost estimating for the Carlton Children's Discovery Garden project.
5. Due to health considerations, the civil engineer assisting with the floodplain development permit for the Grants Creek Blueway project has indicated a delay in providing the necessary design services for the Blueway trailhead project. However, in a recent phone conversation, the engineer indicated that completion of the design work remains a priority and is expected imminently.

Respectfully submitted

Joe Morris