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

DATE
November 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.

1. **CALL TO ORDER – Chair Bob Pendergrass**
2. **ADDITIONS/DELETIONS AND ADOPTION OF AGENDA**
3. **APPROVAL OF MINUTES – October 7, 2026, Regular Meeting Minutes**
4. **NEW BUSINESS**
    a. **Receive a report and preliminary design from Colleen McDanial of the Inspired Garden on the Spencer Town Park Children's Discovery Garden. PRAB will review and suggest any modifications for consideration by the Mayor and Board of Aldermen.**
    b. **Report on Race to the River – Dionne Dixon, Vice Chair PRAB**
    c. **Discussion of Upcoming Events – Town Clerk Anna Ward**
5. **UPDATES ON PROJECTS – Special Projects Planner Joe Morrs**
    a. **Update Report (attached)**
6. **NEXT MEETING DATE – January 6, 2026**
7. **ADJOURNMENT**

MINUTES

SPENCER PARKS & RECREATION ADVISORY BOARD

REGULAR MEETING

OCTOBER 7, 2026

The Town of Spencer Parks and Recreation Advisory Board met in regular session in the Hilda B. Palmer Board Room at the Spencer Town Hall on Wednesday, October 7, 2026, at 10:35 a.m.

Members present were: Vice Chair Dionne Dixon
Secretary Vivian Koontz
Member Jim Gobbel
Member Jack Moore

Also present were: Town Clerk Anna Kanode Ward, Special Projects Planner Joe Morris, and Planning and Zoning Coordinator Steve Blount.

Absent: Chair Bob Pendergrass and Member Phip Sparger.

Vice Chair Dixon called the meeting to order.

ADDITIONS/DELETIONS AND ADOPTION OF AGENDA

Action

Member Moore moved to approve the agenda. Member Gobbel seconded the motion, which carried by a vote of 4 – 0.

APPROVAL OF MINUTES – September 2, 2026, Regular Meeting Minutes

Member Moore moved to accept the September 2, 2026, Meeting Minutes. Member Gobbel seconded the motion, which carried by a vote of 4 – 0.

CONSIDER MOTION OF SUPPORT – Memorandum of Understanding (Inter-Local Agreement) Between the Town of Spencer, City of Salisbury and Catawba College to Pursue a Feasibility Study and Preliminary Design for the Grants Creek Greenway, Connect the Catawba Ecological Preserve, the Salisbury Greenway, and the Stanback Educational Forest; Planning & Zoning Administrator Steve Blount

Planning and Zoning Administrator Blount presented information about the Memorandum of Understanding (inter-local agreement) between the Town of Spencer, City of Salisbury, and Catawba College. The agreement concerns a feasibility study and preliminary design for the Grants Creek Greenway to connect the Catawba Ecological Preserve, the Salisbury Greenway, and the Stanback Educational Forest. He answered questions from the Board.

The agreement is included with these minutes as Attachment A.

Action

Vice Chair Dixon moved to adopt this resolution, which is incorporated in the body of the minutes below. Secretary Koontz seconded the motion, which carried by a vote of 4 – 0.

TOWN OF SPENCER
PARKS AND RECREATION ADVISORY BOARD

RESOLUTION OF SUPPORT FOR AN INTERLOCAL AGREEMENT OR MEMORANDUM OF UNDERSTANDING BETWEEN THE TOWN OF SPENCER, THE CITY OF SALISBURY, AND CATAWBA COLLEGE FOR FEASIBILITY STUDY AND PRELIMINARY DESIGN OF THE GRANTS CREEK GREENWAY

Resolution No. PRAB-26-01

WHEREAS, the Town of Spencer Parks and Recreation Advisory Board is responsible for making advisory recommendations to the Mayor and Board of Aldermen of the Town of Spencer; and

WHEREAS, the Town of Spencer Parks and Recreation Advisory Board supports the connectivity of parks, green spaces, blueways, and natural areas by way of trails and greenways; and

WHEREAS, the Town of Spencer Parks and Recreation Advisory Board seeks to advise the Board of Aldermen on issues related to parks and recreation; and

WHEREAS, a greenway along Grants Creek would connect the Catawba College Ecological Preserve, the Salisbury Greenway, and the Stanback Educational Forest, expanding access to natural areas and outdoor recreation for residents of Spencer, Salisbury, and the surrounding region;

NOW, THEREFORE, BE IT RESOLVED that the Town of Spencer Parks and Recreation Advisory Board hereby adopts this resolution in support of an interlocal agreement or memorandum of understanding between the Town of Spencer, the City of Salisbury, and Catawba College for the creation of a preliminary study and design of a greenway along Grants Creek connecting the Catawba College Ecological Preserve, the Salisbury Greenway, and the Stanback Educational Forest, and respectfully recommends that the Mayor and Board of Aldermen pursue such an agreement.

RECEIVE INFORMATION – Upcoming Events; Town Clerk Anna K. Ward

Town Clerk Ward presented information about the upcoming Town-sponsored events. She answered questions from the Board.

RECEIVE UPDATE – Race to the River; Vice Chair Dionne Dixon

Vice Chair Dixon presented information about the upcoming Race to the River Festival. She answered questions from the Board.

UPDATES – Ongoing Projects; Special Projects Planner Joe Morris

Special Projects Planner Morris presented his monthly report and answered any questions from the Board.

ADJOURNMENT

Member Moore moved to adjourn the meeting. Member Gobbel seconded the motion, which carried by a vote of 4 – 0. The meeting was adjourned at 11:38 a.m.

APPROVED BY:

_____

Bob Pendergrass, Chair

ATTEST:

_____

Anna Kanode Ward, Town Clerk

DRAFT

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TOWN OF SPENCER EVENTS

Winter 2026

1. 2026 General Midterms – Tuesday, November 3, 6:30 a.m. – 7:30 p.m.
2. Veteran's Day – Wednesday, November 11, 2026
    a. Town Offices: Closed
    b. Library: Closed Wednesday, November 11; Open Thursday, November 12, 12:00 – 5:00 p.m.
    c. Waste Collection: Wednesday Schedule on Thursday, November 12, and Thursday Schedule on Friday, November 13
3. Talk of the Town – November 17, 6:15 p.m.
4. Spencer's Holiday Caravan Parade – November 25, starting between 6:30 and 6:45 p.m.
    a. Town Offices will close at 3:00 p.m. to accommodate parade staffing.
5. Thanksgiving – November 26 – 27
    a. Town Offices: Closed
    b. Waste Collection: Thursday Schedule on Wednesday, November 25; NO BULKY PICK UP
6. Winterfest –
    a. December 4, 5:00 - 9:00 p.m.
    b. December 5, 2:00 - 9:00 p.m.
    c. December 6, 2:00 - 7:00 p.m.
7. Christmas – December 24 – 25
    a. Town Offices: Closed
    b. Waste Collection: TRASH OUT MONDAY FOR COLLECTION BY WEDNESDAY; NO BULKY PICK UP
8. New Year's Day – Friday, January 1, 2027
    a. Town Offices: Closed
    b. Waste Collection: BULKY PICK UP ON THURSDAY

Special Projects Update Report

To: Spencer Parks and Recreation Advisory Board
Meeting: Wednesday, November 4, 2026, at 10:30 a.m.
Subject: Spencer Parks and Recreation Projects

1. Spencer Town Park

Spencer Town Park hosted the Race to the River event on October 17, 2026. The program was organized by Dionne Dixon, vice chairman of the Parks and Recreation Advisory Board. Approximately 40 runners participated in the 5K. The Pedal Factory of Salisbury, North Carolina, conducted a bicycle rodeo to promote bicycle safety for young people. The event went well and was appreciated by participants.

2. Rocky Branch Loop Trail and Grants Creek Blueway

Staff has been working with representatives from Catawba College and the City of Salisbury on the memorandum of understanding recommended by the Spencer Parks and Recreation Advisory Board.

Since the last meeting, staff became aware of a special grant program offered by the North Carolina Department of Transportation's Integrated Mobility Division for greenway and sidewalk feasibility studies. Staff has been working with partnering agencies, including Catawba College, the City of Salisbury, and the Cabarrus-Rowan MPO, to coordinate the approvals, letters of support, and other documents needed for the application.

The Grants Creek connector project will qualify for a grant project budget of up to $80,000. The Carolina Thread Trail also supports the project and has indicated a willingness to contribute toward matching funds. The grant application is due November 6, 2026, and results are anticipated in December.

3. Stanback Forest Center

Staff continues to work with the design team, including the Bogle architectural firm and landscape architect Lynn Raker. A schedule for design, building, and construction has been completed. A preliminary design is anticipated to be submitted to the Board of Aldermen on January 6, 2027.

4. One-Act Play Festival

Staff has been exchanging information with local playwright Connie Dinkler and a representative from the Chestnut Hill Players. Discussions are ongoing, and updates will be provided to the Parks and Recreation Advisory Board as the program develops.

5. Yadkin River Trailhead Pollinator Garden

Staff continues to work with Amy Lynn Albertson, director of Rowan County Cooperative Extension. Extension of the water line from the hydrant to the flagpole area of the trailhead is expected to take place in the next few weeks. Planting of the pollinator garden is planned for spring 2027.

6. Spencer Town Park Sound System Grant

Staff continues to await the results of the application to the Salisbury-Rowan Community Foundation for funding a sound system for Spencer Town Park. A grant announcement may be shared sometime in November.

7. StoryWalk System

Staff has received notice that shipment of the StoryWalk system, originally scheduled for October 14, 2026, has been rescheduled to approximately November 4, 2026.