



MINUTES OF
CITY OF CREEDMOOR
BOARD OF COMMISSIONERS MEETING
BUDGET WORKSHOP
MAY 16, 2022
6 P.M.

Present in Person at City Hall Boardroom

Mayor Bobby Wheeler, Commissioner Georgana Kicinski, Commissioner Robert Way, Commissioner Emma Albright, Commissioner Ed Gleason, and Commissioner Ed Mims. Also present were City Manager Gerald Smith, Assistant City Manager/Director of Community Development Director Michael Frangos, City Attorney T.C. Morphis, Recreation Director Christopher Horrigan, Police Chief Keith King, and City Clerk Barbara Rouse.

Absent

None

Call to Order

Mayor Wheeler called the meeting to order at 6:00 p.m.

Invocation and Pledge of Allegiance | Commissioner Kicinski offered the invocation, and Commissioner Mims led the Pledge of Allegiance.

Roll Call

Roll call determined a quorum was present.

Discussion Items | Budget Workshop

Mayor Wheeler administered the Oath of Office to Creedmoor's new Board Commissioner Edward Gleason.

Commissioner Kicinski made a motion to nominate Commissioner Emma Albright as Mayor Pro Tem. The Mayor then asked if there were any other nominations. Commissioner Mims said yes and he then nominated himself for the position. Mayor Wheeler then deferred to the City Attorney Morphis for procedural law. Morphis said that the Board can choose to use any method it wanted. He suggested the Mayor do a roll call and each Board member would then vote accordingly and a tally of the votes would decide the position. Commissioner Mims asked that the Board take a moment to discuss his qualifications and then the qualification of Commissioner Albright. Commissioner Albright spoke briefly followed by Commissioner Mims. The Mayor then called for a vote. City Clerk called the roll along with each member stating their preferred nominee.

Commissioner Kicinski – Albright
Commissioner Albright – Albright
Commissioner Way – Albright
Commissioner Gleason – Mims
Commissioner Mims – Mims

Commissioner Albright secured the position by a 3-2 vote and was appointed as Mayor Pro Tem. Mayor Wheeler then administered the Oath of Office to Commissioner Albright.

Budget Presentation | City Manager Gerald Smith

City Manager Smith presented the proposed budget to the Board starting with the Projected Balances as of June 30, 2022, with the General Fund-Unrestricted \$6,365,399, Powel Bill Fund \$473,053, Storm Water Fund \$502,126, Recreational Fund \$263,276, Capital Projects Fund \$106,262, Capital Reserve Fund \$238,274, Water Economic Development Fund \$281,851 and Sewer Economic Development Fund \$530,292 with a total of \$8,760,535. He stated that the City of Creedmoor policies requires 100% of General Fund expenditures but because the ad valorem tax revenue is not received until around December, the City has to use the fund balance to operate for the first half of the fiscal year. As a result, no less than 50% is recommended for cities the size of Creedmoor which amounts to \$2,245,488. The City Manager presented the General Fund summary to the Board with The total General Fund Revenue of \$4,167,462, total Departmental Requests of \$4,502,287 and the current Manager recommendation of \$4,489,231 which he said included the cost of living increase of 2% or \$48,063, merit increase of 2% or \$23,539 as well as the new insurance rates. General Fund Revenues were \$2,257,732 Taxes-Current Year, \$66,750 Taxes-Other, \$1,360,000 Sales Tax, \$340,000 Franchise Tax and \$142,980 with a total of \$4,167,462. The Total Revenue was \$4,167,462 and the Total Expenditures were \$4,489,231 resulting in a negative balance of \$321,769.

The City Manager then presented the ARPA Related Projects which reduced the City's deficit by \$285,797 which would result in a total deficit of \$35,972. He went on to present the Pending ARPA Projects which totaled \$281,200 and the Expended ARPA Projects which totaled \$274,733. Salaries and Benefits slides were discussed and City Manager explained that the amounts of 2%, 3%, 4%, and so on were projected on the chart so that the Board could get some idea of what the salary increase impact would be and the total of each was presented also. He continued that this information will enable the Board to make an informed decision about staff salaries moving forward. Commissioner Mims said that from what he understood, it was recommended that if the City wanted to be in the 90th percentile (referencing salaries) with the surrounding communities the Board needed to consider that. The City Manager answered that the information presented was to help the Board get to that place. Commissioner Gleason then asked if the amounts were for new hires only or current staff also to which the City Manager replied that these numbers applied to current staff also. The Fire Levy was then discussed while viewing the Projected Taxes for various percentage increases. City Manager reiterated that the City was in a holding pattern until the Board makes its final decision as to whether or not to opt into or opt out of the Fire Protection District and if opting out, whether or not the City will match the levy that the county has set. Discussion followed.

Organizational Grant Requests for FY23 were presented with a total request amount of \$7,900. Then the City Manager moved on to FY23 Projects which had a projected total of \$206,336. Recreation Fund Revenues totaled \$280,765 and Expenditures totaled \$570,718. Stormwater Revenues totaled \$294,650 and Expenditures totaled \$359,144. The FY23 Projected Fund Balance of the Powell Bill totaled \$473,053 with a Projected Revenue total of \$135,000, and a Budget Request of \$35,000 with no paving projects expected in FY23. Commissioner Way questioned whether there had been any solution to the paving that needs to be done in front of the Fire Department. Assistant City Manager said that he had reached out to the DOT on numerous occasions and they had not gotten back to the City. Commissioner Gleason asked if it were illegal for the City to fix it. City Attorney added it could be done by the City, but the question would be if it would become a liability for the City. The Mayor asked if the DOT would reimburse the City for the repair. The City Manager closed with the Capital Projects Fund which had a balance of \$106,262 (06/30/2022) and he said that most of the Capital Projects that had been initiated were almost complete and that the City Hall Expansion was the primary project now under consideration. A discussion was had between the City Manager and the Board. Commissioner Way asked Chief King about the need for a CAD System and he suggested the system would be a benefit to the City he then requested that Chief King get a proposal for the system and present it to the Board. Commissioner Way then asked Public Works Director Stephen Edwards about the need for new vehicles for his department. The Director said that the department

is working with what they have presented and there was no plan to get new vehicles in FY23. Commissioner Mims spoke about the need for the City to prepare for the uptick in electric vehicles and the need for charging stations. The Mayor spoke about the subject and agreed the City needed to start discussions to move forward on this as it is the direction the country is going.

The conversation then returned to the salary of the staff and what percentage the Board wanted to approve and how they would implement it moving forward. The importance of maintaining good staff and doing what was necessary to ensure that end was stressed by all members of the Board. The City Manager told the Board that he would get the staff salary schedule with percentage increases out to the Board soon and he also asked the City Clerk to schedule an additional budget workshop before the June 7th BOC Meeting.

Closed Session

Commissioner Gleason moved to enter Closed Session pursuant to NCGS 143-318.11(a)(6) Personnel at 9:00 p.m. The motion was approved by a vote of 5-0.

Commissioner Gleason moved to leave Closed Session at 9:31 p.m. The motion was approved by a vote of 4-0.

Adjourn

There being no further business to come before the Board, Commissioner Albright moved to adjourn the meeting at 9:37 p.m. The motion was approved by a vote of 5-0.


Robert V. Wheeler, Mayor

ATTEST:


Barbara Rouse, City Clerk

