



MINUTES OF  
CITY OF CREEDMOOR  
BOARD OF COMMISSIONERS MEETING  
**JUNE 2, 2022**  
6 P.M.

**Present in Person at City Hall Boardroom**

Mayor Bobby Wheeler, Mayor Pro Tem Emma Albright, Commissioner Georgana Kicinski, Commissioner Robert Way, and Commissioner Gleason. Also present were Acting City Manager/Director of Community Development Michael Frangos, Recreation Director Christopher Horrigan, Finance Director Candy Bowman, Police Chief Keith King, and City Clerk Barbara Rouse.

**Absent**

Commissioner Ed Mims

**Call to Order**

Mayor Wheeler called the meeting to order at 6:02 p.m.

**Invocation and Pledge of Allegiance** | Commissioner Ed Gleason offered the invocation, and Mayor Pro Tem Albright led the Pledge of Allegiance.

**Roll Call**

Roll call by the City Clerk determined a quorum was present.

**Agenda Approval**

Commissioner Kicinski made a motion to change Item 5B to read: appoint Acting City Manager as *Deputy Finance Officer* instead of *Finance Officer*. Commissioner Kicinski then made a motion to approve the agenda as amended. The motion was approved by a vote of 4-0.

**Discussion Item | Introduction of New Finance Director Candy Bowman**

**Discussion Item | Appointment of Acting City Manager Michael Frangos as Deputy Finance Officer.** Commissioner Ed Gleason made a motion to appoint Acting City Manager Frangos as Deputy Finance Officer. The motion was approved by a vote of 4-0.

**Discussion Item | Presentation of Budget | Harmon Crutchfield**

Harmon Crutchfield presented the current draft of the FY23 budget. As this was the third time the Board was presented with this budget, Crutchfield highlighted only the changes that were made since the last presentation. He said these changes included the salaries that the Acting City Manager recommended, utilizing the Comprehensive Study at 50% proportional compensation, which equaled a total increase of \$115,116, but did not include merit or comp pay and the overall total expenditures for the City increased to \$4,522,553. He continued to say that the merit pay, at a rate of 2%, added \$25,058 to the proposed budget, and he pointed out that the amount was the same as in prior years. Based on those amounts, he went on to explain that the only line that changed was the salary expenditures number, now \$140,174 which brought the total salary expenditures number up to \$553,510. Crutchfield then presented The General Fund Revenues of \$4,167,462 which he said, remained the same from the past presentation. The breakdown of all expenditure changes from the General Fund was then presented; General Government from \$29,200 to 172,336, Governing Body \$79,798 to \$95,698, City Manager \$305,045 to \$306,864, City Clerk \$108,148



to \$115,824, Administrative Services \$615,944 to \$594,674, City Attorney \$75,000 (remained the same), Finance \$320,189 to \$338,705, Police Department \$2,084,615 to \$2,060,997, Public Works Department \$440,524 to \$434,939 and Community Development \$443,824 to \$327,515 with the total cost of \$4,522,553. The Recreation Fund was presented next projecting the fund balance at the end of 2022 at \$236,276 with a 50% compensation study increase of \$18,028 and a merit increase of \$3,299. The Revenues were then presented to the Board; Granville County \$25,000, Fees \$118,450, Cell Tower Leases \$127,415, and other \$9,900 with a total of \$280,765. Recreation Fund Expenditures were presented: General Recreation \$350,660, Community Center \$200,463, and Lake Rogers \$33,300 with a total of \$584,423. The Stormwater Fund's projected FY22 balance of \$502,126 did not change nor did the Powell Bill's projected fund balance of \$473,05 or its projected revenue for FY23 of \$135,000.

A summary was then presented of all revenues and expenditures projected for the City. The General Fund's FY22 projected fund balance was \$6,365,399 and the fund balance for FY23 (with an approved budget) was \$6,010,308. The total FY22 projected fund balance was \$7,603,854 and the FY23 balance (with an approved budget) was \$6,956,546. Crutchfield explained that the bottom line was that there would be a deficit of \$647,308 across all funds (except the Powell Bill Fund) with no change in the tax rate. Acting City Manager Frangos added that the money for the Volunteer Fire Department and the \$50,000 for the new fire truck were not in the final numbers presented. He suggested the Board revisit the Fire District Levy slides again to discuss those numbers. In closing, Crutchfield said that the FY22 projected fund balance is expected to be \$106,262 minus \$60,449.59 in NCDOT review fees. He reiterated that most of the Capital Projects that have been initiated are almost complete and that the City Hall Expansion is the primary project currently under consideration. Crutchfield closed his presentation with a short list of the questions pending before the budget could be adopted: increases to health, property, casualty, and workers comp insurance, CVFD funding level, overtime budget for departments, employee retention strategy, implementation of the Compensation Study, recruitment expenses for City Manager and future PD Chief, any personnel changes and any Capital expenses.

Momentarily off the issue, the Mayor asked the Acting City Manager Frangos whether the dip in the road in front of the Fire House had been remedied. Frangos said that the City had reached out to the Division 5 office of the DOT who claim they have no funds available. It was then suggested that the Board formalize the issue by writing a letter to the NCDOT and having the Board sign it. The Board agreed by consensus to the signing of the letter when Frangos completed the draft. Public works Director Stephens added that it would help to get a letter from the Fire Chief as well, to which the Mayor agreed and asked the Director to take care of it and send it to the Board to forward with the Acting City Manager's letter, which will be presented to the Board at a future date.

Commissioner Kicinski then asked Acting City Manager Frangos why there was nothing in the proposed budget about the Lake Rogers Dam. Frangos explained that City Engineer John Boyer examined the Dam and according to his report, the Dam was not in as bad of shape as originally thought and the projection for the Dam was an additional life expectancy of 10 years. Frangos said that in light of the finding, he and the former City Manager had agreed that the money slated for Dam management could be pushed off until next year's budget, but he clarified that the City would nonetheless need to begin the process to look into the projected fixes for the Dam moving forward.

After some further discussion, Commissioner Kicinski suggested that the City remove the following items from the FY23 budget: The National Institute for Economic Development for \$37,000 and Retail Strategies for \$40,000, which would save the City \$77,000. Commissioner Way added that the Police Department needed a new CAD System that would allow PD to track calls by call times, dispatch times, location verification, unit status management as well interfacing with other local, state, and federal information systems, and he said that it is the same system the county currently uses. Way added that the system also has the capability of in-car GPS for the police officers which can track their location in the field. Chief

King offered his thoughts at the request of the Mayor and said that it was a great system but the price tag made him hesitate to push it forward. Mayor Pro Tem Albright added that maybe the City could cut the funds used for City Manager recruitment to save money and use the money saved for purchasing the CAD system. Commissioner Kicinski then said that the safety of the police officers was of the utmost importance and she was in favor of purchasing the system. The Mayor asked for a consensus of the Board to omit \$77,000 [The National Institute for Economic Development for \$37,000 and Retail Strategies for \$40,000] from the budget and use the money saved towards the CAD System. The consensus of the Board was all in favor 4-0.

After some further budget discussion, Commissioner Gleason asked if the Board was in consensus to not raise taxes for the citizens of Creedmoor for the FY23 fiscal year. The Mayor presented the question to the Board and the consensus was to hold the line on taxes for FY23 but with the understanding that within the next few years, the City could possibly see a tax increase.

**Closed Session | NCGS 143-318.11(a)(6) Personnel Matters**

Commissioner Gleason moved to enter Closed Session pursuant to NCGS 143-318.11(a)(6) Personnel Matters, at 7:02 p.m. The motion was approved by a vote of 4-0.

Commissioner Gleason moved to leave Closed Session at 8:01 p.m. The motion was approved by a vote of 4-0.

**Adjourn**

There being no further business to come before the Board, a motion was made by Commissioner Way to adjourn the meeting at 8:03 p.m. The motion was approved by a vote of 4-0.

  
Robert V. Wheeler, Mayor

ATTEST:

  
Barbara Rouse, City Clerk



