



MINUTES OF
CITY OF CREEDMOOR
BOARD OF COMMISSIONERS MEETING
JULY 18, 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, Commissioner Ed Mims, and Commissioner Ed Gleason. Also present were Acting City Manager/Director of Community Development Michael Frangos, Finance Director Candy Bowman, Recreation Director Christopher Horrigan, Executive Assistant Sarah Spruill, 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. Commissioner Robert Way joined the meeting at 6:06 p.m.

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

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

Agenda Approval

Acting City Manager added an attachment to Item 5b, under Creedmoor Music Festival, Stage, and Sound Production quote. Commissioner Kicinski made a motion to approve the agenda with the addition of Item 5b. The motion was approved by a vote of 4-0.

Commissioner Kicinski - Yes

Mayor Pro Tem Albright – Yes

Commissioner Mims – Yes

Commissioner Way – Absent

Commissioner Gleason - Yes

Discussion Item | Retail Strategies, Matt Jaeger and Scott VonCannon

Matt Jaeger, Retail Strategies, introduced himself to the Board explaining that back in March of 2022 he had presented the full recruitment plan and accompanied by Manager Mike Frangos, toured the City of Creedmoor earlier today. Mr. Jaeger gave an updated presentation to the Board outlining the objectives for the City of Creedmoor. Commissioner Mims asked, because, at the last Board meeting, Retail Strategies was taken out of the FY23 budget, why they were presenting at this meeting. Acting City Manager replied that the contract with Retail Strategies ran from November 2021 through November 2022 and that this presentation was part of the deliverable from Retail Strategies in their contract, which included an assessment, a walk-through, market research, and their analysis of the City. Mr. Jaeger then continued his presentation by telling the Board that their first 100 days are their discovery phase. He said that they then focused on several properties within the City that they deemed to be of a premium in attracting business.

He then presented a generic list of possible retailers that may be interested in opening businesses within the City. He then specifically pointed out that the Food Lion outparcels and parcels located near the high school were some of the most shovel-ready sites within the City limits that would be a huge addition to Creedmoor's retail environment. He continued, telling the Board that there were a few smaller properties as well as the Creedmoor Fuel site on Main Street, that were potential opportunities for future development. Commissioner Mims asked the Acting City Manager if after their (Retail Strategies) current contract expires, their work ends there. Acting City Manager said that at this point, Retail Strategies was not funded past November 2022. Mims continued to ask if there were ARPA funds available next year to contract with Retail Strategies. Acting City Manager said yes if the Board decided to use the funds. After some discussion, Commissioner Kicinski asked if there were any commitments yet. Mr. Jeager said that they were really early on in the process and so it was too soon to see that commitment. Commissioner Kicinski mentioned the City's sewer allocation issues and Jeager said he was aware of that and in light of the 2-year window for the inception of most new businesses to a city, it would not be a problem. He said the City had a lot of huge positives that would possibly attract outside businesses. The Mayor and Board thanked Mr. Jeager. No action was taken.

Discussion Item | Creedmoor Music Festival, Recreation Director Christopher Horrigan

Recreation Director, Christopher Horrigan updated the Board on the upcoming 2022 Creedmoor Music Festival. He told the Board that everything needed to hold the event was completed and the focus now was on securing additional vendors and sponsors. Bands, sponsors, events, and vendors committed thus far were then presented to the Board as well as the breakdown of expenses (as of 07/15/2022); Stage/Production \$9,000, Bands \$3,500, T-Shirts \$3,179, Advertisements \$2,700, Tents/Chairs \$1,875, Port-a-Jon's \$675 and Bounce Houses \$600, with a total of \$21,529. The revenues were presented also: Granville TDA Grant \$5,000, Sponsorships \$2,350, Vendors \$4,860, Food \$2,400, Crafts \$1,640 and NP/Other \$820, with a total of \$17,070. After some discussion, Horrigan then presented the GSF Productions Proposal to the Board with a total cost of \$9,000. Commissioner Kicinski made a motion to approve the GSF Productions Proposal, with an amount not to exceed \$9,000. The motion was approved by a vote of 5-0.

Discussion Item | Telware Update, Executive Assistant Sarah Spruill

Sarah Spruill told the Board, that after a conference call with Telware, the changeover for the City's VOIP system was (tentatively) scheduled for August 17th, 2022, and should be completed within a day. After a brief discussion, the Mayor thanked Mrs. Spruill for her update.

Discussion Item | Police Chief Recruitment, Chief Keith King

Chief King presented the Board with quotes for the recruitment of the next police chief:

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|-------------------------|---------------------|----------|-----------------|----------|
| GovHR USA: | Based Proposal Cost | \$23,500 | Estimated Total | \$35,500 |
| Development Associates: | Based Proposal Cost | \$21,500 | Estimated Total | \$24,750 |
| MAPS Group via NCLM: | Based Proposal Cost | \$14,000 | Estimated Total | \$14,000 |

He went on to explain that the lowest bid was not necessarily the best option because GovHR USA charged for additional staff visits, Developmental Associates offered coaching and feedback services at \$250 per candidate, and MAPS Group via NCLM charged for costs associated with the assessor and candidate travel, lodging and meals. The Commissioners were given the opportunity to ask questions, and discussion centered around what was or was not included with each of the companies and the Chief offered his assessment of each company. The Board agreed to go over the proposals before the next Board Meeting and send any questions to the Acting City Manager. No action was taken.

Discussion Item | Acting City Manager Michael Frangos

Acting City Manager presented a map to the Board which illustrated the subject area of 2 projects that were being worked on by NCDOT Division 5 with the assistance of Lockner Consultants. He explained that the

area included was the I-85 Interchange and Highway 56 from East Campus Drive to R-5707. The description included an upgrade to the corridor, design standards with mediums, turning lanes, and two-way left turn lanes where appropriate, which Frangos said was in sum a modernization of the area which he wanted to share with the Board.

Adjourn

There being no further business to come before the Board, a motion was made by Commissioner Ed Gleason to adjourn the meeting at 7:24 p.m. The motion was approved by a vote of 5-0.

Robert V. Wheeler

Robert V. Wheeler, Mayor

ATTEST:

Barbara Rouse
Barbara Rouse, City Clerk



