



MINUTES OF  
CITY OF CREEDMOOR  
BOARD OF COMMISSIONERS MEETING  
AUGUST 1, 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, City Attorney Brady Herman, Recreation Director Christopher Horrigan, Police Chief Keith King, and City Clerk Barbara Rouse.

**Absent**

**Call to Order**

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

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

**Roll Call**

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

**Agenda Approval**

Mayor Wheeler asked to move New Business Item 9a (CZ-2022-Rigsbee) to 9f on the agenda under New Business (leaving 9a blank). Commissioner Gleason then made a motion to approve the agenda as amended. The motion was approved by a vote of 5-0.

**Consent Agenda**

Commissioner Gleason made a motion to approve the Consent Agenda. The motion was approved by a vote of 4-1.

Mayor Pro Tem Albright – Yes  
Commissioner Kicinski – No  
Commissioner Mims – Yes  
Commissioner Way – Yes  
Commissioner Gleason - Yes

**Request to Address the Board** |

There were no requests to address the Board.

**Public Comment** |

There were no Public Comments.

**Old Business | Police Chief Recruitment, Chief King**

Chief King asked the Board to choose a recruitment firm from the 3 options he presented at the July 18, 2022, BOC Work Session (Developmental Associates, MAPS Group, and GovHR USA). Commissioner Kicinski asked about in-house background checks for potential candidates, Chief King explained that it is better to use an outside, independent source to do them to avoid any potential appearance of bias. After some further discussion on the matter, Commissioner Gleason asked the Chief to make a recommendation

After some questions from the Board, Commissioner Way made a motion to approve the No-Cost Addendum. The motion was approved by a vote of 5-0.

**New Business | Recreation Mini-Grant Funding, Christopher Horrigan**

Recreation Director Horrigan told the Board that during a regular meeting on July 5, 2022, the Granville County Board of Commissioners approved the Recreation Mini-Grant from the City of Creedmoor for a Multi-Sports Events Plaza at the Recreation Center, for \$25,000. Horrigan explained that as per the grant, the monies had to be used for a tangible item, and the cost of construction for the cement pad at the Recreation Center. He continued that the agreement needed to be completed and returned as soon as possible. Once the agreement was received he explained, that the notice to proceed would be issued through the County's finance department to issue the funds to the City. The Board engaged in some questions about the grant as well as the plans for the cement pad.

Commissioner Gleason made a motion to approve the Mini-Grant from Granville County for \$25,000. The motion was approved by a vote of 5-0.

**New Business | Recreation Mini Brooks Act Exemption, Christopher Horrigan**

Recreation Director Horrigan asked the Board to approve the Mini Brooks Act Exemption, G.S. § 143-64.31(a) for bids from Steward Co., and forgo the RFQ process, for the Multi-Sports Events Plaza. The Act requires that North Carolina municipalities select firms to provide architectural, engineering, surveying, and/or construction management at-risk services based on demonstrated competence and qualification for the type of professional services required without regard to fees other than unit price. However, G.S. § 143-64.32 authorizes the Creedmoor Board of Commissioners to exempt in writing any project from the requirements of G.S. Chpt. 143, Art. 3D, which includes G.S. § 143-64.31, where the estimated professional fee is an amount less than Fifty Thousand 00/100 Dollars (\$50,000.00), for the Creedmoor Multi-Sport and Event Plaza at the Recreation Center. Commissioner Kicinski said that she was not comfortable with approving this exemption and she wanted the Director to get comparative bids for the project as per the City's purchasing policy. Commissioner Mims agreed that the Board should adhere to the City's purchasing policy. After some discussion and consideration, the consensus of the Board was to take no action at this meeting and they asked Recreation Director Horrigan to put the project out for competitive bidding.

**New Business | Stewart Professional Design Proposal - Creedmoor Multi-Sport and Event Plaza, Christopher Horrigan**

The consensus of the Board was to take no action at this time.

**New Business | CZ-2022-Rigsbee, Michael Frangos, AICP, CZO**

Acting City Manager, Community Development Director Frangos presented the Board with an overview of 308 W. Hillsboro Street, Creedmoor, adding that the building had sat vacant for a long time and that they have finally found someone who is ok with the building's existing condition because it falls within their uses. He also added that this was the first time in Creedmoor that they have used conditional district zoning. Frangos explained that what conditional zoning does, is it makes a land use decision legislatively, but it includes quasi-judicial elements, specifically the conditions of approval. He continued, that the applicant, Chad Abbott of C3 Design, and property owner, Jon & Jane Rigsbee, requested a conditional district zoning to permit Creedmoor Restoration at the site of the old shirt factory. Mr. Chad Abbott then spoke to the Board and explained that, unlike general district rezoning, a conditional zoning district may be approved with conditions and a site-specific development plan imposed on properties within the district. He said that this process is designed to address unique development scenarios when a development proposal does not fit into a conventional zoning district, but with proper conditions and a controlling site, the plan may be desirable and compatible with the surrounding area. He continued that, case in point, Automobile

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

Commissioner Gleason made a motion to go into Closed Session at 8:13 p.m. The motion was approved by a vote of 5-0.

Commissioner Gleason made a motion to leave Closed Session at 8:54 p.m. The motion was approved by a vote of 5-0.

**Adjourn**

There being no further business to come before the Board, a motion was made by Commissioner Way to adjourn the meeting at 8:55 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

