

Regular Meeting of the Town Council  
August 16, 2016  
Council Chambers  
6:30 pm

Minutes & General Account

Council Members Present: Mayor Volz, Council Member Montgomery, Nixon-Roney, Ragsdale & Straughn

Staff Present: Chuck Smith, Paul Blanchard, Judy Gallman, Carrie Spencer, Martha Wolfe and Beth Koonce, Town Attorney.

Visitors Present: John Capes, Vickie Capes, Mary Bond, Tom Tervo, Ed Terry, Dick Franks, Bob Lackey, Laurie Edwards, Jo Sanderlin and Carol Brooks

1. Call to Order – Mayor Volz called the meeting to order.
2. Community Reflections – Mayor Volz announced the following community events:
  - The Jamestown Public Library will be closed for Labor Day on Saturday September 3<sup>rd</sup>, and Monday September 5<sup>th</sup>, 2016. Mayor Volz also announced that Jamie Cyrus, Library Director, will be stepping down as of Thursday August 18, 2016. Joy Cecil-Dyrkacz will be the contact person at the Jamestown Library.
  - The Town Hall will be closed for Labor Day on Monday September 5<sup>th</sup>, 2016 – Recycling will be picked up as usual.
  - Jamestown Day Celebration is October 1, 2016 from 1:30 pm – 9:30 pm. Volunteers needed. Please contact the Town Clerk to volunteer.
  - Pinecroft Sedgefield Fire Department Annual Barbeque is October 1<sup>st</sup>, 2016 – Contact the Fire Dept. for tickets – 336-454-3473
  - Mayor Volz announced that tonight is Carrie Spencer’s last meeting. She has taken a position with the Town of Summerfield as their Planning Director. Mayor Volz stated he and the Council have enjoyed working with Carrie and wished her well in her new position.
3. Approval of minutes from the July 19, 2016 Regular & Closed Session – Council Member Straughn made a motion to approve the minutes from the July 19, 2016 regular & closed session. Council Member Nixon-Roney made a second to the motion. The motion passed by unanimous vote.

Council Member Ragsdale made a motion to seal the July 19, 2016 closed session minutes until such time as the release will no longer frustrate the subject matter. Council Member Straughn made a second to the motion. The motion passed by unanimous vote.

4. Public Hearing to consider a rezoning request from Single Family Residential (SFR) to Conditional Multi-Family Residential (CZ-MFR) for the property located at 210 Oakdale Rd.- Mayor Volz opened the Public Hearing and called on Carrie Spencer to present the rezoning request case #2016-02 to rezone from SFR to CZ-MFR the property located at 210 Oakdale Rd. Spencer stated in 2009 during the Town-wide rezoning a few pieces of property were rezoned to a zoning district which resulted in a non-conforming use. This is the case here. This is a property that was zoned as a Multi-Family apartment and during the 2009 rezoning was rezoned as SFR. The owner of the property, Bob Lackey & Michael Bryant, would like to sale the property. Mr. Lackey had the property appraised and was informed by the appraiser that the property was a non-conforming property use. It is legally non-conforming because it was rezoned under government action. At this point, the applicant is requesting a rezoning to match the land use and zoning so that they can convey the property at its full value and the correct zoning.

Spencer displayed a map showing the property located at 210 Oakdale Rd. She said there is actually 2 properties. It consists of 1 building divided in the middle. Spencer said the request is to go from SFR to CZ-Multi-Family Residential. The reason for the conditional zoning is so that the actual density that is there today will be an allowed density according to the zoning. It will not allow any additional zoning. It would allow if something happened to the property, it could be built back to exactly what it is now, but no more density. This property is located close to the downtown and the industrial zoning district. Therefore, it is appropriate for it to be zoned MFR. The location is similar to an Urban Residential use.

Spencer said the rezoning request satisfies the growth management and community appearance policies and goals of the 2020 Land Development Plan. The request is consistent with the Land Development Plan policy to provide adequate, affordable, attractive, quality housing while carefully balancing individual property rights. She said it really is a very straight forward request.

Art Wise, Planning Board Chair, was present. Mr. Wise stated the Planning Board met on July 11, 2016 and held a Public Hearing to consider the Rezoning Request for the property located at 210 Oakdale Rd. from SFR to CZ-MFR. The Planning Board considered the goals and policies contained in the 2007 Town of Jamestown 2020 LDP. The Planning Board voted unanimously to recommend approval of the rezoning request to CZ-MFR. The Planning Board felt this rezoning was consistent with the 2020 LDP because it carefully manages growth, values & preserves the existing residential uses and neighborhoods, provides opportunities for adequate, affordable, attractive, quality housing & carefully balances individual property rights.

Bob Lackey, applicant/owner was present to answer any questions.

Council Member Montgomery did state, she was at the Planning Board meeting. It is important to state that this rezoning only involves this particular piece of property. It does not set a precedent in the rest of the district.

Mayor Volz opened the Public Comment Portion of the Public Hearing. He asked for anyone that is in favor of the rezoning to please come forward, give your name & address. Please adhere to the 3 min. time limit. There was no one.

Mayor Volz then asked for anyone that was opposed to the rezoning request to please come forward. Give your name & address. Please adhere to the 3 min. time limit. There was no one.

Council Member Straughn made a motion to approve the rezoning request for the property located at 210 Oakdale Rd. from SFR to CZ-MFR. Council Member Montgomery made a second to the motion. On a roll call vote:

Council Member Ragsdale voted aye  
Council Member Montgomery voted aye  
Council Member Nixon-Roney voted aye  
Council Member Straughn voted aye  
The motion passed by unanimous vote,

Council Member Nixon-Roney made a motion to approve the statement of consistency as presented from the Planning Board. Council Member Straughn made a second to the motion. The motion passed by unanimous vote.

(Statement of Consistency)

5. Public Comment Period – No one registered to speak
6. High Point Regional Association of Realtors President’s Annual Report – Mayor Volz called on Laurie Edwards, President of the HP Regional Association of Realtors, to please come forward and give her report. She reported the High Point Association has 525 members. They cover 6 towns and parts of 4 counties which include the Town of Jamestown.

Edwards was happy to report that sales in the 3 late spring months of 2016 were up 25% over the same period of 2015. (April, May & June) The average sales price for 2016 was \$153,112.00. For 2016, 58% of houses on the market sold within 60 days or less.

The commercial market is experiencing its traditional slowdown. However, in general the commercial real estate market is in a resurgence. It is following the expected cycle of lagging behind the residential market by 15-18 months.

There seems to be more & more re-development of blighted properties because of a shortage of available retail space. In general, the economic market is on the upswing.

They predict that sales will remain strong for at least 3-4 years. That there will be a healthy growth in home prices and sales.

The High Point Realtor Association takes seriously their commitment to fulfill their corporate, civic and social responsibility. They participate in the following community activities:

- Blood Drives
- Food Drives
- Care packages to our troops overseas
- Host 200-300 area youth to an afternoon of baseball (Winston Salem Dash) with the Boys & Girls Clubs
- Young Professionals Network started a program collecting used cell phones which are sold and the proceeds are used to purchase phone cards for soldiers overseas.

She is proud to be a member in an association that has been in existence for 93 years.

At this time, the Town Manager asked the Council to consider amending the agenda to add an item #15 – Adjustment in the pricing of balls at the driving range on the Town of Jamestown Fee Schedule. Council Member Montgomery made a motion to amend the agenda to add item # 15. Council Member Ragsdale made a second to the motion. The motion passed by unanimous vote.

7. Update on current social media & marketing by Town Staff – The Town Manager gave the Council a brief overview of what the Town staff does with social media. He said this is headed by himself and Sharen Apple. The Town of Jamestown’s main website links to the Town facebook page. Various events are posted on Facebook. Currently, the Town Manager is representing E. & W. Main Street businesses by rotating photos on the Facebook page.

We also have 2 other Facebook pages. The Golf Course and the Parks & Recreation Facebook page. More than posting photos and events, Facebook gives us some demographics information. A large demographic for views on our Jamestown page in the 25-34 year old group. This tells us who we are reaching. We have about 2900 “likes” now. The top 2 areas are from High Point and Greensboro followed by Jamestown.

Recently, Jamestown was ranked as the 12<sup>th</sup> most livable community in NC. We posted on Facebook and reached 26,000 people with that 1 post.

8. Presentation of proposed Clubhouse Marketing – Vickie Capes, Spin-A-Web Design, Inc. and Mary Bond, Website developer, gave a presentation to the Council. Capes said they specialize in website developing and social marketing. They are presenting ideas on how to promote the Jamestown Golf Course Clubhouse with social media marketing.

The first thing to consider is the target market. They identified the target market as current golfers, non or new golfers, family, couples and kids. We want to focus on each age group.

- Mothers and preschoolers invite to the Clubhouse and make it an affordable and enjoyable outing.
- Young kids – encourage beginner young golfers to be comfortable with the venue and staff
- Teens which are future loyal golfers focusing on affordable golf clinics, and activities
- Young couples – offer them a night out with drinks & dinner. Beginner fun golf outing.
- Young adults – 30 – 40 year old
- Empty nesters – Golfing and eating at the Clubhouse. They now have time to play golf or begin as a new hobby

They recognize that everyone has their own way to reach & receive information. They plan to do posts on a wide range of social media outlets. Topics to post are:

- Upcoming events
- Golfing topics
- Concessions
- Menu items/specials
- Beer/wine
- Facility rental
- Golf Clinics
- Apparel
- Clubhouse Facility amenities

Mary Bond said it is important to reach out to people and show them what the Clubhouse offers. Such as you can use your own caterer or one of the Clubhouse Preferred caterers. This is a huge benefit to party planners. It would be beneficial to offer rental packages with local rental companies for easier party planning. Inform the public about the Grill. There are many people that do not know the public can eat there. Many think only golfers can eat there.

The marketing goals are to get people involved and excited about the Golf Course and Clubhouse. Instill a sense of pride. We want to generate revenue from; golfing, concessions, apparel, food/beer/wine, rent the clubhouse for special events.

She said the venue is beautiful. We need to show people how beautiful it is. She envisions renting the Clubhouse for: Birthday parties, Graduation parties, Family Reunions, Bridge parties/bridal showers, Church Events & Corporate meetings.

These marketing efforts will consist of posting on social media and focusing on events. They will organize events that will engage different age groups. They would contact the leader of the group we are targeting and coordinate with Town and golf staff on details of scheduling.

They suggested updating and reworking the Town's website to give it a refreshed look and also develop a website for the Clubhouse venue separately.

Another option is creating custom brochures for the Golf Course and Clubhouse. Focus on promoting facilities as a golfing facility and golf related events. The other brochure focuses strictly on non-golf related events.

Capes said they have been in business for 14 Years. This concludes their presentation on how to generate revenue at the Clubhouse & Grill. We ask that the Council consider making a decision on this because with September 3<sup>rd</sup> open house coming up, we would like to start working on it.

Mayor Volz thanked Vicki and Mary for their presentation.

9. WKRR/WJZL Radio Advertising Presentation – Mayor Volz asked Jo Sanderlin to come forward and give her presentation. Mayor Volz informed the Council that Jo is the wife of Ross Sanderlin, our Golf Pro at Jamestown Park & Golf Course. Jo said she works for Dick Broadcasting Co. We are a locally owned and operated company out of Greensboro, NC. They own 2 radio stations; WKRR Rock 92 home of the 2 Guys Named Chris. This is the #1 morning show in the market. Their sister station is 107.5 WKZL and targets a younger audience and reaches a large portion of the female market.

She is here to talk with you about partnering on the Jamestown Golf Course and Clubhouse with Rock 92. She met with Chuck Smith, Judy Gallman and Pete Resh a couple of months ago. From this meeting, she developed the following objectives:

- To promote and create awareness about Jamestown's new Clubhouse and renovated Golf Course with championship greens.
- To increase rounds of play at the Golf Course and use of the Clubhouse to increase revenue.

- Utilize radio effectively and efficiently by providing a Jamestown controlled “word of mouth” platform. Word of mouth can be your best or worst form of advertising. Radio can tailor make the message and send out to over 150,000 listeners in the triad.

Jamestown needs to advertise the renovations that have been done to the Golf Course and Clubhouse. Also, to encourage new traffic, new customers and repeat customers. It gives a successful image and also puts you in the competitive race.

Sanderlin said when this golf course was first initially built there were limited golf courses around. Now there are several public courses around for people to choose from. Also during the recession a lot of private golf courses that are now semi-private and inviting people to play golf. We want to get the word out that we are here, you renovated and drive traffic to come play golf and to seek your beautiful new facility.

Sanderlin has been working in Radio advertising for about 30 years. She said radio is cost effective advertising. It is very persuasive. It is free to the public. The classic Rock 92 radio reaches the age group 25-54 years old. Radio can be highly promotional if done the right way. Radio creates top of mind awareness.

All of the DJ’s on Rock 92 live in this market. This is a live and local show. They talk about things happening in this community. Because they are live and local we offer our advertisers engagement. Rock 92 reaches over 150,000 listeners weekly. 47% of their listeners are women. Women play golf too plus women would be more likely to rent the Clubhouse for special functions.

A few concepts for promotions: Play golf with radio personalities, Weather Dave and Biggie. They want to come up with a really cool Re-Grand Opening with Weather Dave & Biggie. We want to do some on-air giveaways on the 2 Guys Named Chris Show during some of the classic games that they play on the show. Also, want to have a Grand Opening schedule and then a small Fall grand opening campaign. Then come back in the spring and advertise. Advertising is kind of like AN EXERCISE PROGRAM. You must be consistent, you cannot do it 2 weeks and quit if you want to see results.

For the Jamestown Park Re-Grand Opening Schedule she knows the town is planning a soft opening with the public on the 3<sup>rd</sup> of September. The radio will customize a commercial. The Town will have full approval of the copy, full approval of the production. They will produce 50 commercials and reach 165,000 people in the triad. That is the big game buster on the jump start. They run the grand re-opening ads in the Fall. They will run 22 commercials a week Wed. – Sunday. She played a sample of a commercial done by Weather Dave.

Rock 92 wants to invite their listeners to go online to Rock 92 to register to win an afternoon of golf with Weather Dave & Biggie. This includes a minimum of 40 live liners (done live in the morning). They will do a minimum of 25 taped promotions with Biggie. She has already talked with R. H. Barringer which is a beer supplier of the Jamestown Golf Course. They are willing to offer a Mich Ultra Lite Golf Bag, 2 dozen pro V balls & a case of Mich Ultra beer for the person that wins. That is a \$220.00 value. They will also have live chatter with Two Guys Named Chris. When we have the winner we will give the Town the list of all the people that signed up. This gives the Town the email list to reach out to them for golfing promotions.

Also, when Biggie and Weather Dave are at the Golf Course they have huge Facebook fan pages and Tweeter accounts. They will be taking videos and posting. The value is \$2100.00. She suggested in addition to the Grand Opening event in the Fall do a one week promotion in the Spring. 2 Guys Named Chris live on-air from 5:00 am – 11:00 am. They play live games on air. The favorite game is the Birthday game and call it “Closest to the Pin”. If the listener that calls in wins they win a round of golf with a friend at Jamestown Golf Course. Jamestown’s investment in this radio campaign is 12 rounds of golf for 2 players & golf carts. A \$10,000.00 cash investment. The \$10,000.00 will be broken up over the months you run the campaign.

Mayor Volz thanked Ms. Sanderlin. He said it was a great presentation. Mayor Volz said at this point, what we are looking for is a jolt. (quick start) Make sure people know that we are back in business. He feels both presentations; social marketing and radio promotions are good plans.

Council Member Straughn said the Town needs to get its name back out there. We want to make this a destination town. With the money we have invested in the facility & golf course, it is a necessity that we get the word out to the public. He feels we need a little of both of these ideas.

Council Member Nixon-Roney said she likes the specifics that were mentioned in the plans. She said at first she was opposed to the radio marketing. She knows there is a host of people that listen to the radio. Council Member Nixon-Roney thanked Jo for the specifics of the plan telling exactly what the radio would do for the Town. Council Member Nixon-Roney asked the Financial Director if we had the money in the budget to do the promotions. The Town Manager said we actually had the radio advertisement in the budget for the Spring. So we actually have the month in the budget for the radio advertising.

The proposal by Vickie Capes & Mary bond is a new presentation and not included in the current budget. To summarize, their social media advertising for fiscal year 2016-17 would be approximately \$6400.00. This includes social media posts, taking & editing photos, monitor & interpret statistics to see what efforts are working.

The budget for monthly events marketing in approximately \$7800.00. This includes marketing and promotion for events to generate revenue at the Clubhouse. This includes ongoing events at the Clubhouse. Capes said they would be willing to do this on a month to month billing.

Smith said in the budget for advertising for the Golf Course is \$10,000.00. The radio can customize the weekly amount of ads scheduled for the Golf Course. Smith said we can apply the \$10,000.00 to Spin-A-Web Design and to Dick Broadcasting.

The Council felt the greatest current need is to focus promotions on the Golf Course as opposed to special events at the Clubhouse. Council Member Nixon-Roney said to re-do the Golf Course site. We don’t need much focus on the Clubhouse now. She likes the idea of the radio & the social media running together. She does not think we need to focus on brochures at this time.

Smith said that presently the radio advertising is presented as a package deal. Smith said the Jamestown Park Re-Grand Opening schedule is valued at \$2200.00 investment for an October Grand Re-Opening. Of course we will not be advertising golf during the winter months. Then proposed is the Re-Grand Opening for 5 weeks leading up to a June event. This has a total investment of \$7700.00 Smith would like to investigate with Sanderlin if there could be a modification in the schedule and thereby

some cost adjustment. Sanderlin said you need more than a Re-Opening schedule to be successful and get the return on your investment. She said you need both the Fall & Spring Grand Openings to be successful. The goal is to get golf rounds of play up.

The Council felt it was important to get golfers back to playing the course. Council Member Nixon-Roney said the Clubhouse is not ready to do a promotion for renting for the special events at this point. Council Member Montgomery said we do need exposure at this point. Council Member Nixon-Roney said we need to stay within the budget. Smith suggested we fund both Spin-A-Web & Dick Broadcasting through December of this year. Then have the Council come back in December to decide how to fund the remaining fiscal year for these advertising components. Smith would like to meet with Vickie Capes & Jo Sanderlin to work out the budget. Council said with the \$10,000.00 budget we need both types of marketing. (Social & Radio) We need to focus this promotion on golf and the golf course.

Smith said in order to do both of these advertising components fully as presented we would need a budget amendment of \$14,000.00. Council asked the Town Manager to use the \$10,000.00 that is currently in the budget and work with Dick Broadcasting & Spin-A-Web to do these campaigns through December. (Basically \$5,000.00 each) Then Council will revisit in December to fund the remainder of the fiscal year. Focus on golf course & golfing.

Jo Sanderlin advised the Council that you need to do the Spring Re-Grand Opening to be successful and get the return on your money. Everything needs to be in place before advertising starts. Council Member Nixon-Roney said we want to do the Spring event, but at this point we want to commit to the Re-Opening in the Fall and come back to it in December to revisit the Spring Re-Grand Opening. The Town Manager will meet with each marketing representative to modify the advertising budget.

10. Resolution Approving a Memorandum of Understanding between City of Greensboro and the Town of Jamestown and Koury Corporation regarding the Grandover Village Development and Authorizing the Transfer of an existing 8" water line from City of Greensboro to the Town of Jamestown – Chuck Smith presented to the Council the Resolution and the Memorandum of Understanding and the Map, Exhibit A Grandover Village Project. Smith said Dick Franks with Koury Corporation is here in case the Council has any questions. Smith said the MOU stated the ownership of an existing 8" water line, which was built by Koury Corp and dedicated to Greensboro, shall be transferred from Greensboro to Jamestown because this line shall only serve customers within Jamestown's jurisdiction. It is the intention of Jamestown to accept this 8" water line once conditions of acceptance are met. The Town Manager said the Greensboro City Council is also voting on this MOU tonight at their Council meeting. Smith said this is a new water line. The Town of Jamestown has examined the line and we are comfortable with it.

Council Member Straughn made a motion to adopt the Resolution Approving a Memorandum of Understanding between the City of Greensboro and the Town of Jamestown and Koury Corp. Regarding the Grandover Village Development and Authorizing the transfer of an existing 8" water line from Greensboro to Jamestown. Council Member Ragsdale made a second to the motion. The motion passed by unanimous vote.

(Resolution, MOU and Map)

11. Proposed Position Additions to the Assignment of Grades to Classes/Salary Plan – Smith presented the Council with a request to add 1 new position, Clubhouse Café' Manager, to the assignment of Grades to Classes or Salary Plan. Smith said the Clubhouse Café' Manager will be



responsible for managing food service for the Jamestown Park Clubhouse, insures compliance with ABC permits and anything associated with the Clubhouse. This will be a 40 hr. a week position. During the slower month, this person will help in the Golf Pro Shop and help with special events. The salary range is \$30,065.00 - \$48,104.02 (Grade 9). This position will be supervised by the Golf Course Manager or Golf Professional.

Smith said the position is expected to do a lot of scheduling and events. They will do a lot of coordinating with Golf Events & Clubhouse events & operations. This position is not heavily involved in marketing. Council Member Ragsdale made a motion to approve the Town Manager's request to add 1 new position to the salary plan to include the Clubhouse Café Manager at a pay grade of 9. Council Member Straughn made a second to the motion. The motion passed by unanimous vote.

12. Consideration of approving the Civic Center and Jamestown Park Clubhouse Facility Use Policies – Smith presented the revised Jamestown Park Clubhouse Facility Use Guide. He pointed out an addition since the last draft on page 3. The addition of Private Business exception – may not rent the facility for private endeavors. In other words, a private business cannot rent the facility to hold an event to make a profit.

Smith stated this policy was given to the Parks & Recreation Advisory Committee. They recommended that the Council approve a 30% discount to Jamestown Non-Profit and Jamestown Civic Clubs and a 20% discount to Jamestown residents.

Council Member Straughn made a motion to approve the Jamestown Park Clubhouse Facility Use Guide as presented. Council Member Ragsdale made a second to the motion. The motion passed by unanimous vote.

There was no discussion on the Facility Use Guide for the Thomas C. Ragsdale, Sr. Civic Center. Council Member Straughn made a motion to approve the Facility Use Guide for the Thomas C. Ragsdale Sr. Civic Center as presented. Council Member Ragsdale made a second to the motion. The motion passed unanimous vote.

13. Budget amendment – Judy Gallman presented a revised budget amendment #3. The amendment consists of:
  - a. Setting up a budget for new accounts so the Golf Pro can accept special orders for inventory items in the amount of \$5,000.00
  - b. Added an account number for the Clubhouse rental fees. This amendment will split the original budget which was for the civic center and clubhouse into 2 accounts so that revenue can be more easily tracked in the amount of \$1,500.00.

Council Member Straughn made a motion to accept budget amendment #3 as presented. Council Member Ragsdale made a second to the motion. The motion passed by unanimous vote.

(Budget amendment #3)

Smith presented budget amendment #4. This amendment was presented to add furniture purchase for the Clubhouse. The amount requested was \$12,000.00. These funds would come out of fund balance. Smith handed out to the Council a diagram which highlighted the furniture which could be purchased with the additional \$12,000.00. This quote from Priba Furniture Co. Smith said this quote would include all the tables we need. The quote includes 8 rockers at \$207.00 each.

Council Member Ragsdale had made a contact with George Mata, but has not heard back from him. Council Member Ragsdale will follow up to see if he can get a better price on the rockers and possibly a better price on the other furnishings. Smith said with the \$18,000.00 originally budgeted this amendment #4 would give a budget of \$27,000.00 to purchase furniture. The Council felt this was still too high.

Council Member Nixon-Roney recommended the Council table budget amendment #4 in the amount of \$12,000.00 until the September 20<sup>th</sup>, 2016 meeting.

14. Analysis of Financial Position of the Town of Jamestown – Judy Gallman presented the financial summary for the month ending July 31, 2016. She stated the cash balances of the Town of Jamestown are approximately \$11 million dollars. Of that approximately \$3,700,000.00 is held in reserve for specific usages.

Gallman presented the detailed financial report for the month ending July 31, 2016. This being the first month in the fiscal year there is not much to report for revenue or expenditures.

Gallman informed the Council that the audit was completed. However, we have not received the audit report yet.

15. Adjustment in Pricing of Jamestown Golf Course driving range balls – Smith requested the Council approve the proposed fee of large bucket balls from \$6.00 to \$7.00 and small bucket balls from \$4.00 to \$3.00.

Council Member Montgomery made a motion to approve the fees as stated to revise the 2016-17 Jamestown Fee Schedule. Council Member Straughn made a second to the motion. The motion passed by unanimous vote.

16. Public Comment Period – No one registered to speak.

17. Other business:

Mayor Volz asked the Town Manager to get him a list of the furniture we need itemized with tables, chairs, etc. and the location needed. This list could be given to furniture companies/representatives for quotes.

Still under other business:

The Town Manager said we are still working on bids for the landscaping at the Clubhouse. He hopes to have the bids in by this Thursday 8-18-16. Council Member Nixon-Roney asked the Town Manager to email her the bid request for the irrigation. She may have someone that would like to quote it.

Other business continued:

Mayor Volz said he received a noise complaint from a citizen that said The Deck is still playing loud music at 12:00 and 12:30 pm. The noise ordinances states 11:00 pm as the time the music must stop.

Council Member Straughn asked if the work on Potter Drive will be done before the start of school which is August 29<sup>th</sup>, 2016. The Public Services Director said the pipe work is complete. We are waiting on the paving work to be done.

18. Per G. S. 143-318.11 (5) and (6) Closed Session to discuss matters relating to real estate transaction & personnel matter – Council Member Nixon-Roney made a motion to go into closed session to discuss a real estate transaction & personnel matter. Council Member Straughn made a second to the motion. The motion passed by unanimous vote.

The Mayor said the closed session is for the Council only at this point.

The Council reconvened in the office of the Town Manager.

The Town Manager and Town Clerk remained in the Council Chambers.

The Town Manager and Town Clerk were called into the closed session at the end of the meeting. The closed session minutes were prepared by the Town Attorney.

-----Closed Session-----

Council reconvened in the Council Chambers. Council Member Nixon-Roney made a motion to resume the regular meeting. Council Member Montgomery made a second to the motion. The motion passed by unanimous vote. The regular meeting resumed.

Council Member Nixon-Roney made a motion to adjourn. Council Member Montgomery made a second to the motion. The motion passed by unanimous vote. The meeting ended at 9:49 pm.