



## Introduction of Manager Assistant/Events Coordinator Cheryl Gore

*Attachment(s): no*

MEETING DATE: MARCH 11, 2014

### STAFF COMMENTS / RECOMMENDATION:

Cheryl Gore was hired effective 2/24 and will assist the Town Manager with administrative tasks and projects and also coordinate special events for residents. The position requires cooperatively working with agencies, businesses, and volunteers to bring community and park events to fruition. Cheryl will be working 24-28 hours per week, primarily on Mondays, Tuesdays, and Thursdays with some exceptions due to evening meetings and weekend events.

She earned a Master of Education degree from UNCG, taught for ten years at the elementary school level, was honored as Sternberger Elementary's Teacher of the Year in 2009, and has a proven track record working with the public. Cheryl has coordinated events, organized trips, and is no stranger to planning for large groups.

Cheryl is a Matthews, North Carolina, native and now resides in Summerfield with her husband, James, and two daughters, Caroline and Hannah. Her town email is cgore@summerfieldgov.com. She has already been a tremendous help to the Summerfield team and we look forward to her direction with upcoming events and projects.

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### NOTES:

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### TOWN COUNCIL COMMENTS / ACTION:

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**Appointment of Public Safety Committee member (Teresa Pegram)**

*Attachment(s): yes*

MEETING DATE: MARCH 11, 2014

**STAFF COMMENTS / RECOMMENDATION:**

The Public Safety Committee is in need of additional membership. Teresa Pegram is a Summerfield resident, has completed the appropriate committee application documents, has attended recent committee meetings, and would have full voting status if appointed. The interviewing subcommittee has talked with Ms. Pegram and the current committee roster and associated town ordinance are attached for review.

**NOTES:**

**TOWN COUNCIL COMMENTS / ACTION:**

**Down Syndrome Network of Greater Greensboro's annual Buddy Walk (guest Julie Church)**

*Attachment(s): no*

MEETING DATE: MARCH 11, 2014

**STAFF COMMENTS / RECOMMENDATION:**

The Down Syndrome Network of Greater Greensboro's annual Buddy Walk is an event that raises awareness and funding for the Down Syndrome Network and the National Down Syndrome Society. The last event was held at Triad Park in Colfax, but the group is interested in moving the eleventh-year event to Summerfield Community Park on Saturday, 10/25. The Buddy Walk would involve one or two laps around SCP's walking loop, use of the community shelter, and possibly an outdoor inflatable. The event would take place 11AM-3PM and would be expected to have approximately 750 participants.

More info about the organization can be found at <http://www.team-up.org>. Staff is very open to hosting this event, but it is not a budgeted/planned event. The request is consideration of allowing the group to use the park for this purpose, and Julie Church will be on hand to speak briefly and answer any questions.

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**NOTES:**

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**TOWN COUNCIL COMMENTS / ACTION:**





## Gordon property acquisition presentation

*Attachment(s): no*

MEETING DATE: MARCH 11, 2014

### STAFF COMMENTS / RECOMMENDATION:

The town has been under a well-publicized contract to purchase a neighboring 16-acre property owned by Ralph Gordon, LLC, and the contract ultimately involved a 90-day examination period for the town to perform due-diligence property assessments. The last formal assessments have been completed and the intent is to move forward with setting a closing date (or target) following the seller's notice to tenants and when all contract conditions have been satisfied.

Following property negotiations, a decision to sign an Offer to Purchase contract was appropriately announced at a November public meeting specifically advertised for property discussions and the process of undertaking several assessments began. Now that further investigative work has been completed, the town would like to briefly share why it believes the purchase is in the best interest of Summerfield, highlight the assessment results, and hopefully answer any lingering questions about the purchase.

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### NOTES:

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### TOWN COUNCIL COMMENTS / ACTION:

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**Council strategic planning retreat (update)**

*Attachment(s): no*

MEETING DATE: MARCH 11, 2014

**STAFF COMMENTS / RECOMMENDATION:**

Council has recently expressed interest in holding a strategic planning retreat using an outside facilitator and there was a recent request for the item to be formally included on an upcoming agenda. The Manager and Clerk are working on tentative dates, locations, and schedule details in order to make the most of the designated time. The Manager will provide an update, but will not be recommending any action until a fully-developed plan is in place. Also, one Council member is expected to be absent 3/11 and the desire is to ensure full participation when solidifying plans.

**NOTES:**

**TOWN COUNCIL COMMENTS / ACTION:**