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| Administration Department |

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##### Interoffice Memorandum

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| TO: |  | Mayor and City Council |
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| FROM: |  | B. Todd Glover, City Administrator |
|  |  |  |
| DATE: |  | May 9, 2013 |
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| SUBJECT: |  | Fact Finding Tour of Saturday, May 11, 2013 |

A fact finding tour by the North Augusta City Council has been scheduled for **Saturday, May 11, 2013, at 2:00 p.m.** Please see the info below related to this fact finding tour.

The Mayor and City Council for the City of North Augusta will be making a “fact finding” tour this Saturday. The Council will travel to Greenville, South Carolina for the purpose of touring Flour Field at the West End as well as other facilities constructed adjacent thereto. In addition, Council will be observing the general area for the purpose of evaluating “game day activities”.

This “fact finding” tour is not considered by Council to constitute any form of formal meeting and there will certainly be no votes taken or decisions made by Council. However, there will be a quorum of the City Council present. Pursuant to the Freedom of Information Act, a “meeting” is considered to be the convening of a quorum of the constituent membership of a public body, whether corporal or by means of electronic equipment, to discuss or act upon a matter over which the public body has supervision, control, jurisdiction or advisory power. The tour is related to “Project Jackson” and there will obviously be some discussion by Council members related to their observations. As a result of same, the Council desires to make certain that the tour complies with requirements of the Freedom of Information Act.

The Act specifically provides that the provisions of same must be construed so as to make it possible for citizens, or their representatives, to learn and report fully the activities of their public officials at a minimal cost or delay to the person(s), seeking access to public documents or meetings. As a result, the Council has invited members of the media to accompany Council on this trip and the touring of the facilities. In addition, a representative of the Chamber of Commerce as well as possibly other community representatives will be present throughout the trip and tour.

The group will travel to Greenville Saturday afternoon, tour the various facilities and return Saturday night.