

**TIMBERLANE NEIGHBORHOOD IMPROVEMENT & BEAUTIFICATION
DISTRICT**

**MINUTES OF REGULAR MONTHLY MEETING OF THE BOARD OF
COMMISSIONERS**

October 20, 2022, 6:30 PM

Conducted via Zoom

MEETING CALLED TO ORDER (6:35 PM)

Roll call: Chair Jon McGill, present; Ann Berthelot, present; Gary Chauvin, present (joined late); John Firestone, present; Harry Stumpf, present. Quorum was present. Panelist: Luis Arocha.
Zoom: 9 attendees.

AGENDA ITEMS

1. Approval of the Minutes from the Regular September 15,2022 TNIBD Meeting

MOVER: McGill
SECONDER: Berthelot
ACTION: APPROVE DRAFT MINUTES
VOTE: 4 – 0
YEAS: McGill, Berthelot, Firestone, Stumpf
NAYS: None
ABSENT: Chauvin (joined after vote)

2. Hurricane Ida

a. Café Hope and Clubhouse Update:

Luis Arocha gave an update. The framing on the new roof has been completed. Two layers, decking and TPO, are still to be installed. They are awaiting on delivery of the materials. Luis explained that he is aware of residents' frustration on the delays. He has been in contact with several individuals in the industry, as well as Brady Garrity, and all indicate that these issues are typical of commercial jobs now; Brady cited several commercial projects on the West Bank that are undergoing the same problems with supply chain backlogs. Luis reiterated that Café Hope is equally frustrated and eager to have the job finished; they lose money every month that they have only the snack shop open to generate revenue. However, he emphasized, Café Hope has not put out any money so far; the contractor has taken on the up-front costs of all the work that has been done on the roof so far, because the terms of the contract call for payment after the work is completed.

Jon McGill thanked Luis for his efforts to relay this information to the resident and noted that it's the TNIBD's role to communicate with the District members. He apologized for a lapse in posting updates on the TNIBD website, which will be rectified.

Luis stated that the Arts District has been approved and that they have hired a consultant, James Rolfe. They are meeting with him and with their contractor to move forward with applying to the state for the tax credits to help with funding the renovations on the building. He stated that Café Hope would potentially qualify for tax credits amounting to 20 percent of the cost of the renovation. How it works: the state would approve the expenditure and provide tax credits; and then Café Hope in turn would sell the tax credits to individuals and/or corporations and use the proceeds to improve the building. Luis thanked everyone involved in the effort to have the Arts District approved, including Commissioner Stumpf (representing the District) and Jon McGill (representing the TEIA, the homeowners' association).

Luis indicated that they are working diligently on their capital campaign and have hired a consultant from Florida. Among the supporters are the Lagasse Foundation, the Jefferson Community Foundation, Gary Solomon, and the Greater New Orleans Foundation.

In response to a question from Commissioner Berthelot, Luis said that he and Richie will pull up the carpet around the pool, because each of the three people he had hired failed to show up. He said that they will move quickly on that so that the assessment on the condition of the pool can be completed by November 15.

Jon McGill stated that he wants to begin the process of setting up a written plan for the renovation timeline. Luis responded that once the roof is completed, everything else should proceed much more quickly. In regard to whether the interior work could proceed before the roof is complete, Luis responded that it's a question of insurance. They are currently covered only by a builder's risk policy; as a result, should damage occur from a hurricane, none of the interior would be covered. In response to a question from Commissioner Stumpf, Luis stated that the roof warranty will cover hurricane winds up to Category 3.

b. Golf Course—FEMA Claim Update:

Commissioner McGill stated the final three remaining claims are the bathroom, the equipment building, and the Category Z (percentage of the total claim for management of the claim, to be paid after all other claims are settled). The \$4,000 claim for the bathroom was approved; they are awaiting release of the funds from the state. Regarding the claim for the equipment building, they are still awaiting FEMA's response to our appeal of their denial. Jon stated that he is aware that the building is an eyesore but doesn't want to move forward until the final word from FEMA comes in. The reason is that the TNIBD authorized FEMA to develop the scope of work for us when we submitted the claim. This is so that the project is done in accordance with all of FEMA's recommendations and approved by them—so that all the work we do will have already been authorized by FEMA and thus will be paid by FEMA.

3. Century Update

Donny Darville was unable to attend, so Commissioner McGill provided an update in his stead. He stated that TGR has enjoyed an increase in membership almost every month since Century took over. The last two months are the first times we've had a decrease in membership. The course is not the reason; the course looks better than it has in many years. The greens look great

on all 18 holes. The ponds also look great, thanks to Richie Tomblin's discovering that there are backflow valves from the irrigation system; these have been opened and have filled all but two of the ponds. Jon praised Richie for his constant efforts to make improvements to the course with very little funds.

Jon continued that he thinks the decline in membership is due to overall economic conditions and unknowns, including inflation, interest rates, and possible economic slowdown. In response to changing conditions, Jon stated that the marketing focus will shift to small business instead of larger corporations. Commissioner Chauvin came up with the idea to offer 30-, 60-, and 90-day memberships as stocking stuffers for the holidays for people who hesitate to commit to a yearlong membership.

Rounds for the month of September were good, as were rounds per guest. Comparison with last year is not applicable given that the course was closed due to hurricane damage.

Jon added that some of the problematic areas have been sodded, and even the rough is looking very good. They have been working for the last several months on a long-range capital improvements plan for the golf course, and written reports are expected within the next 30 days. The pumps are working well, so the irrigation system for the greens is in effect. Plans to automate the irrigation system are still under way. The plan from Century is due in November; that will be reviewed, and from that the TGR operations budget will be developed by January. That in turn will be incorporated into the TNIBD budget to be ready in March.

We are still close to budgeted expenses and revenues for the year, but there are significant concerns about national economic issues regarding inflation and potential recession. We are prepared to take that into consideration in developing next year's budget.

4. Ratification of Insurance Endorsement for Event

To ensure liability coverage for the upcoming hayride, the Commission has procured an endorsement to the TNIBD premises liability insurance for a one-time premium charge.

On motion of Commissioner Stumpf and seconded by Commissioner McGill, the following resolution was offered:

A resolution to approve and ratify an endorsement to TNIBD premises liability insurance for coverage of hayride event on TGR Golf Course premises and other facilities owned by TNIBD and the payment of a one-time premium charge of \$262.13

WHEREAS, a hayride event has been scheduled for Saturday, October 29, 2022, to occur on the TGR Golf Course premises and other facilities owned by TNIBD;

WHEREAS, On or about September 26, 2022, TNIBD, by Jon McGill, Chairperson, procured an endorsement to TNIBD premises liability insurance for coverage of the hayride event and authorized the payment of a one-time premium charge of \$262.13:

WHEREAS, the Board considers the endorsement to be in the best interest of the District.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners that the endorsement to TNIBD premises liability insurance for coverage of the hayride event and the

actions of Jon McGill, Chairperson, in procuring the endorsement and authorizing the payment of the one-time premium charge of \$262.13 is hereby approved, ratified, and confirmed.

This resolution having been submitted to a vote, the vote thereon was as follows:

MOVER:	Stumpf
SECONDER:	McGill
ACTION:	RATIFY INSURANCE ENDORSMENT FOR EVENT
VOTE:	5 – 0
YEAS:	Berthelot, Chauvin, Firestone, McGill, and Stumpf
NAYS:	None
ABSENT:	None
ABSTAINING	None

The resolution was declared adopted by the Board of Commissioners acting as the governing authority of Timberlane Neighborhood Improvement and Beautification District, Parish of Jefferson, State of Louisiana on this the 20th day of October 2022.

5. Debt Service Policy Review and Approval

Jon McGill explained that the District has developed a written the debt service policy in response to the Louisiana Legislative Auditor's requirement. The District has no desire or intention to incur additional debt.

On motion of Commissioner Stumpf and seconded by Commissioner McGill, the following resolution was offered:

A resolution to approve and adopt a Debt Service Policy and Procedure in the conduct of the District's administration and affairs related to incurring and/or issuing debt.

Whereas, a Debt Service Policy and Procedure in accordance with the guidelines of the Louisiana Legislative Auditor to be followed in the conduct of the District's administration and affairs related to incurring and/or issuing debt has been drafted and circulated to all Commissioners for review and input;

Whereas, the Board of Commissioners desires to approve and adopt the Debt Service Policy and Procedure as the policy and procedure of the District related to incurring and/or issuing debt designated and identified as "Policy No. 011, Debt Service Policy."

NOW, THEREFORE, BE IT RESOLVED that Policy No. 011, Debt Service Policy is hereby approved and adopted as the policy and procedure of the District in the conduct of the District's administration and affairs related to debt service, a copy of which is attached hereto.

This resolution having been submitted to a vote of the Board of Commissioners, the vote thereon was as follows:

MOVER:	Stumpf
SECONDER:	McGill
ACTION:	APPROVE DEBT SERVICE POLICY

VOTE:	5 – 0
YEAS:	Berthelot, Chauvin, Firestone, McGill, and Stumpf
NAYS:	None
ABSENT:	None
ABSTAINING	None

This resolution was declared adopted by the Board of Commissioners on the 20th day of October 2021.

6. Treasurer Update

Treasurer Ann Berthelot presented the August financial statements. Noteworthy items follow. TGR: Total income was under budget by \$7,849 and green fees by \$4,682, both due to rain closures. There were 13 days of rain closures, and the driving range was closed for 10 days owing to the bridge repair. Expenses were under budget by \$6,887. There was a drill aerification that was budgeted for but did not occur in August. Payroll was also lower due to rain closures. Net income was favorable to budget by \$3,280. TNIBD: No reported assessment income yet. We did receive FEMA proceeds of \$133,540; however, this was not in the initial budget. Expenses: General and administrative expenses were under budget by \$1,270. Interest earned was better than budgeted by \$1,578. Net income was favorable to budget by \$138,069; however, aside from the FEMA payment, the effective net income was favorable to budget by \$4,529. Overall net income for TGR and TNIBD is favorable to budget by \$141,349, but aside from the FEMA payment the amount is \$7,809.

September MOS. Golf department revenues: cart fees were over budget by \$3,439. Tournament revenues were under budget by \$1,115. Total golf revenues were favorable to budget by \$3,594. Expenses: Golf course maintenance was over budget by \$3,758 due to tree work needed for holes 3, 4, and 7. Overall expenses were over budget by \$5,186. There were only three days of rain in September. Total payroll was under budget by \$174. Total operation expenses were over budget by \$2,491. Again, there is a crossover between payroll expenses in cart department and Pro Shop because employees are working both departments. After management and incentive fees, we are \$1,782 unfavorable to budget for September. However, the tree expenses that occurred in September were budgeted for in prior months, so this will not cause year-to-date expenses to be over budget.

Financial reports are subject to change based on our end-of-year review.

7. Candidate Forum (3 minutes per candidate)

The three candidates vying for the two positions each gave their presentations. Ann Berthelot and Harry Stumpf are the two incumbents. Pamela Russell is the third candidate. Chairman McGill thanked all three candidates for their willingness to serve.

He then reviewed the election procedure. Ballots will be posted on the TNIBD website, and one ballot will be mailed to each property owner. Only one ballot is allowed per property, and property owners may vote for up to two candidates. Ballots can be mailed to the address on the ballot or can be dropped off in a secure ballot box at the Pro Shop, which is locked and can be opened only by the CPA counting the ballots. The deadline for dropping off ballots at the Pro

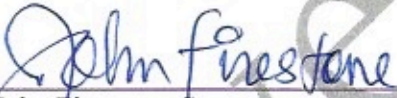
Shop is 4:00 p.m. on Friday, November 18; ballots that are mailed must be received at the CPA's office no later than Friday, November 18. There is no quorum requirement, nor are there proxies, so Jon McGill encouraged all District members to cast their votes. Yard signs will be placed, along with reminders on the TNIBD Facebook page.

8. Adjourn the Meeting (7:49 PM)

MOVER:	Stumpf
SECONDER:	McGill
ACTION:	ADJOURN
VOTE:	5 – 0
YEAS:	Berthelot, Chauvin, Firestone, McGill, and Stumpf
NAYS:	None
ABSENT:	None



Jon McGill, Chairman
Signed:



John Firestone, Secretary
Signed:

Date approved: November 17, 2022

Approved