

**TIMBERLANE NEIGHBORHOOD IMPROVEMENT & BEAUTIFICATION
DISTRICT**

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

November 17, 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; John Firestone, present; Harry Stumpf, present. Quorum was present. Panelists: Josh Faubert (auditor), Luis Arocha, Donny Darville. Zoom: 7 attendees.

AGENDA ITEMS

1. Auditor Report

The audit has been accepted by the state. The auditor, Josh Faubert, presented the report of the audit. He stated that because the TNIBD is a governmental body, three sets of standards were used in the audit: generally accepted auditing standards, governmental auditing standards, and the state of Louisiana audit guide. Thus, the audit was a complex process. He stated that the report indicated that there were no material weaknesses, no material deficiencies, and no instances of noncompliance.

Commissioner McGill then acknowledged the diligence and dedication of the commissioners, in particular Commissioners Stumpf and Berthelot. He also expressed appreciation for the efforts of Michelle Preuss, whose title is director of sales but who in addition provides significant bookkeeping assistance, and the CPA, Susan Kelly-Kliebert. He added that the TNIBD is a relatively new entity, and to have the auditors issue such a positive report is a significant accomplishment. Commissioner Berthelot then thanked Mr. Faubert for the use of technology and other efforts to make the audit process as smooth as possible.

2. Approval of the Minutes from the Regular October 20, 2022, TNIBD Meeting

MOVER:	McGill
SECONDER:	Berthelot
ACTION:	APPROVE DRAFT MINUTES
VOTE:	5 – 0
YEAS:	McGill, Berthelot, Chauvin, Firestone, Stumpf
NAYS:	None
ABSENT:	None

3. Hurricane Ida

a. Café Hope and Clubhouse Update. Luis Arocha gave an update. In response to a previous question from Commissioner Stumpf, Luis stated that the warranty for the new roof is fifteen years. He then stated that he met with the contractor and the project manager last week. The coverboard has been shipped and is expected to arrive in seven to ten days. They expect the installation to be completed within two weeks. After the coverboard is installed, next comes the

TPO, which is already in the warehouse. Commissioner Stumpf then asked when the roof will be totally watertight so that renovations of the interior of the building can begin. Luis responded that it should be done by the second or third week of December.

Commissioner McGill then asked what the projections are on the timeline for the interior renovations. Luis responded that to obtain the Arts District tax credit, Café Hope is required to make some changes to their plans, most notably the addition of an elevator (which Café Hope had intended to address at a later time). This will entail significant changes to work order and pricing. Luis stated that the entire project is divided into the three phases: (1) the roof; (2) the Pro Shop, new restrooms, kitchen, dining room, and sealing of the outer windows of the ballroom; and (3) the ballroom and upstairs. The rationale behind this is to prioritize revenues for the Pro Shop and to enable the District members to regain use of the facility as soon as possible. The electrical and plumbing contractors are working on a timeline. Commissioner McGill emphasized that the District will need a timeline and date as soon as possible.

Commissioner McGill stated that the commissioners are having an engineer come the first week of December to provide a report on the pool. Luis stated that their consultant recommended that the pool be included in their submission to the tax agency to receive tax credits on its repair or replacement. The trade-off is that they will need to keep the pool the same size and that the fence needs to be either repaired or replaced with a similar style. It is not clear how much modification would be allowed to receive the tax credits; the intention is to wait for the report of the findings and, if needed, to appeal.

b. Golf Course—FEMA Claim Update. Commissioner McGill stated that they have reached out to the FEMA representative, who will expedite an answer to the claim. The TNIBD does not want to put any money into the current building if it turns out that it will be demolished. As a potential temporary solution, we are considering installing a cover atop the section of the building that is exposed to the weather. Commissioner Chauvin and Richie Tomblin will be obtaining quotes.

McGill stated that FEMA has paid the \$4,000 bathroom claim, but the state won't release the funds until they receive updated numbers. This is expected to be resolved soon.

4. Century Update

Donny Darville provided an update. KPI: October was a good month. Rounds played were up 33 percent over prior year. Daily fee round average continues to be just below \$50, which is great. Year over year, this continues to increase by 20 percent. This is a remarkable contrast to national trends, though that is affected by lower numbers last year due to the hurricane. Membership increased by two. GOP net income was better to budget by about \$12,000, and year-to-date is \$70,000 better to budget. There has been a slowdown in membership increases, and the lack of a clubhouse limits the amenities (e.g., food and beverage service) that can be offered to members.

They are conducting a site visit in preparation to developing a long-range business plan model. For next year's goals, they are projecting a flattening of revenue because of the overall economy and inflation concerns.

Focusing on the financial needs of the course, they are first addressing automation of the irrigation system. Next will be the renovation of the greens, which will likely begin in 2024.

5. Treasurer Update

Treasurer Ann Berthelot presented the September financial statements. Noteworthy items follow.

There were nine days of rain in September. Total income was over budget by \$5,104. Cart expenses were over budget by \$1,738; however, once again this was offset by the golf shop expenses due to the sharing of employees. Golf course maintenance expenses were over budget by \$6,895 due to tree work and sand purchase. Some of this work was performed in prior months but invoiced all at once. The overage will be absorbed by positive variance for August for golf course maintenance. Overall expenses were over budget by \$4,400, but year-to-date expenses are favorable to budget by \$20,514.

Net income was unfavorable to budget by \$3,196; however, after reconciliation of expenses from multiple months that were paid in September, net income year to date remains favorable to budget by \$62,918.

TNIBD: No reported assessment income yet. Jefferson Parish reimbursement for the bridge repair provided \$20,000 of miscellaneous income. Expenses: General and administrative expenses were under budget by \$4,389, which includes a refund of legal fees retainer. Interest income was better than budget by \$1,964. Net income was favorable to budget by \$26,753, but that includes the \$20,000 payment from Jefferson Parish. Thus, the effective net income is favorable to budget by \$6,753. Overall net income for TGR and TNIBD is favorable to budget by \$23,557 (again, this amount includes the Jefferson Parish bridge reimbursement).

October MOS. There were only three days of rain in October. Dues were under budget by \$1,699. Cart fee revenue were over budget by \$5,162. Tournament revenues were over budget by \$9,774. Total revenues were favorable to budget by \$16,521. Expenses were under budget in almost every area, by a total of \$3,823. After management and incentive fees, we are \$12,455 favorable to budget for October.

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

6. Range Bridge Curb Installation

Curbs for the sides of the range bridge are needed. Commissioner McGill received a quote and signed the proposal; the money is coming out of available capital funds, so there is no need to amend the budget.

MOVER:	Stumpf
SECONDER:	McGill
ACTION:	RATIFY DECISION TO APPROVE RANGE BRIDGE CURB INSTALLATION
VOTE:	5 – 0
YEAS:	Berthelot, Chauvin, Firestone, McGill, and Stumpf
NAYS:	None
ABSENT:	None

7. Ex Officio Commissioner Discussion/Resolution

Commissioner McGill explained that the ordinance that created the TNIBD provides that the president of the TEIA (the homeowners' association) shall hold an ex officio seat on the TNIBD Commission. His seat on the Commission is that ex officio position. Instead, it has been proposed that the ex officio seat be eliminated and that all seats on the Commission be elected directly by the District members for the following reasons: (1) Not all members of the District are members of the TEIA; those who are not have no vote in the election of TEIA board members. The

proposed change would ensure that all District members have a vote in the election of all five Commissioners. (2) Being required to serve as a TNIBD Commissioner is an added responsibility and burden for the TEIA president, which may discourage potential TEIA board members from undertaking the office of president of that body. The proposed change would not, however, prohibit the TEIA president, or any other TEIA board member, from serving on the TNIBD Commission.

Furthermore, to avoid the possibility of a majority of Commissioners being elected in any one year, Commissioner Stumpf has proposed that the terms be increased to three years, staggered as follows: two seats would be up for election in year A, two seats in year B, and one seat in year C. In order to make these changes, the Commission would need to submit a request to the Jefferson Parish Council to amend the relevant provisions of the ordinance.

Commissioner Stumpf moved that the Commission make a formal request to the Jefferson Parish Council to amend the enabling legislation of the TNIBD as follows: To eliminate the TEIA president as an ex officio member of the Commission; to provide that all Commissioners be elected directly by the District members; to increase the terms to three years; and to stagger the election cycle as two seats in one year, followed by two seats in the following year, and then one seat in the third year.

Commissioner Firestone asked whether the three-year term would apply to the Commissioners who will be elected this year. Commissioner Stumpf answered yes.

MOVER:	Stumpf
SECONDER:	McGill
ACTION:	REQUEST THAT THE JEFFERSON PARISH COUNCIL AMEND THE TNIBD ENABLING LEGISLATION IN REGARD TO ELECTION OF COMMISSIONERS
VOTE:	5 – 0
YEAS:	Berthelot, Chauvin, Firestone, McGill, and Stumpf
NAYS:	None
ABSENT:	None

The resolution follows these minutes.

8. Adjourn the Meeting (7:54 PM)

Commissioner McGill thanked all the candidates for the upcoming election and stated that voting closes tomorrow. Anyone who has not yet voted should submit their votes in person by 4 p.m. at the ballot box in the Pro Shop. Commissioner McGill stated that when he is informed of the results, he will call the candidates and post the vote counts on the website (and share via Facebook).

The meeting was then adjourned.

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: December 15, 2022

Approved

At the regular meeting of the Board of Commissioners of Timberlane Neighborhood Beautification and Improvement District held on November 17, 2022, pursuant to notice, with a quorum present and voting,

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

A resolution requesting the Jefferson Parish Council to amend and restate Summary No. 25121, Ordinance No. 25712, Section 3, as amended by Summary No. 25169, Ordinance No. 25751, adopted by the Council acting as governing authority of the Parish of Jefferson, State of Louisiana, relative to the composition and election of the Board of Commissioners

Whereas, the Jefferson Parish Council by Summary No. 25121, Ordinance No. 25712, as amended by Summary No. 25169, Ordinance No. 25751, created TNIBD and in Section 3 thereof provided for the composition, election, and terms of office of the Board of Commissioners; and

Whereas, the Board deems it to be in the best interest of the TNIBD that the provisions of Section 3 be amended and restated.

NOW, THEREFORE, be it

RESOLVED that the Board of Commissioners request the Jefferson Parish Council to amend and restate Section 3 of Summary No. 25121, Ordinance No. 25712, as amended by Summary No. 25169, Ordinance No. 25751 relative to the composition, election, and terms of office of the Board of Commissioners as set forth in the proposed ordinance, 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:

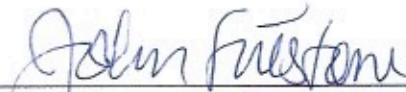
YEAS: 5 NAYS: 0 ABSENT: 0 ABSTAINING: 0

This 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 the 17th day of November 2022.

I, the undersigned Secretary of the Board of Commissioners of Timberlane Neighborhood Beautification and Improvement District certify that the above and foregoing resolution is a true and correct excerpt from the minutes of the regular meeting of the Board of Commissioners of Timberlane Neighborhood Beautification and Improvement District held on November 17, 2022, pursuant to notice, with a quorum present and

voting and has not been revoked, suspended, or modified and is in full force and effect...

Date: November 17, 2022



John Firestone, Jr, Secretary

Attest:



Jon McGill, Chairman

Approved