

**TIMBERLANE NEIGHBORHOOD IMPROVEMENT & BEAUTIFICATION
DISTRICT**

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

March 16, 2023, 6:30 PM

Conducted via Zoom

MEETING CALLED TO ORDER (6:41 PM)

Roll call: Chair Jon McGill, present; Ann Berthelot, present; Gary Chauvin, present; John Firestone, present; Pamela Russell, present. Quorum was present. Panelist: Luis Arocha. Zoom: Two attendees.

AGENDA ITEMS

1. Approval of the Minutes from the Regular February 16, 2023, TNIBD Meeting

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

2. Century Update

Donny Darville was unable to attend, so Chairman McGill provided an update. KPI for February: There was a shortfall in revenue, which was expected, based on the membership for GolfVantage. The daily average fee per round was up to \$49.30. By comparison, in the past we were in the mid \$20 dollars range for a time, followed by an extended period in the mid \$30 dollars, but now we are comfortably close to \$50 in average daily fees per round. Net dues for the month increased slightly, by \$90. GolfVantage membership increased by nine members, with two resignations of non-resident members. The previous problems with the computer system—wherein members were not notified of credit card expiration dates, leading to unintentional resignations, has been rectified. Membership currently stands at 113, and Commissioner McGill stated he is confident that membership will soon reach 150, based on the recent good weather and number of people who have been signing up.

For February, a downfall in total revenues was expected due to the unintentional attrition in GolfVantage. Revenues were \$7,000 under budget. Operating expenses stayed on track, so we were \$5,176 below budgeted amount for net income. Moreover, because we have done well throughout the year, total revenues year to date are \$31,000 above budget, and operating expenses are \$6,158 below budget. Total operating GOP profit is \$39,182. So, with one month of the fiscal year to go, we are already nearly \$40,000 ahead of what we budgeted for. Chairman McGill congratulated the TGR team for their excellent work.

3. Treasurer Update

Treasurer Ann Berthelot presented the financial statements for the period ending on January 31, 2023. Noteworthy items follow. TGR: There were 10 bad weather/closed days. Revenues: Green fees were under budget by \$3,079, and cart fees were under budget by \$1,505 due to the weather and movement of the single scheduled tournament to February. Membership dues were under budget by \$2,316 primarily due to fewer GolfVantage members than were budgeted for. Driving Range revenues were over budget by \$1,437. Expenses: Golf course maintenance was lower than budget by \$1,523, and driving range expenses were lower than budget by \$2,090, primarily due to savings in range balls, chemicals, and fertilizer. Net income was unfavorable to budget by \$4,545 due to lower revenues than were budgeted for the month.

TNIBD: Income: 2022 assessment revenue for January was recorded at \$978,900. Expenses: Interest earned came out better than budgeted again, by \$3,262. Net income was unfavorable to budget by \$32,543 because assessment revenues are completely budgeted for in January, but only a partial payment is actually received. The overall Net Income for TGR and TNIBD is unfavorable to budget by \$37,088. Commissioner Berthelot observed that our position is not bad, considering the cold weather and assessment revenue classification.

As a reminder, at last month's meeting, it was agreed to omit presenting the MOS because it includes much of the same information as the KPI presented during the Century update.

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

4. Public Funds Investment Discussion

Chairman McGill stated that the Commission is setting aside about \$1.1 million for the last year of the assessment. The Commission has been very frugal in not spending all we have and saving for the future. He stated that he and Commissioners Russell and Berthelot have been looking into how much can be comfortably set aside to take advantage of current Treasury bond rates. They are looking at three-, six-, and twelve-month bonds. Chairman McGill has contacted the TNIBD's CPA to discuss the matter, with an emphasis that the TNIBD assume no risk. Commissioner Russell observed that the only risk in buying bonds occurs only when one is forced to sell a bond before its maturity. Chairman McGill agreed, also commenting that we would want to allocate our funds—perhaps in a laddered portfolio—to limit amounts put at risk in a single bond in case it would be necessary to sell early. He emphasized that he believes it advisable that the Commission obtain professional advice from a fiduciary. Discussion followed.

5. Café Hope and Clubhouse Update

Luis Arocha provided an update. The flashing on the roof is complete, and the gutters will be complete in one to two weeks, finishing the roof work. The interior work has started; demo is roughly three-quarters complete. Some plumbing and electrical lines need to be capped off. Purchase orders have been made for HVAC system, plumbing, and electrical. He stated that according to the Wolfe team, he should have information on delivery within one to two weeks, which will then allow for establishing timelines. He reminded the Commission of the phases of construction: roof (finished); the Pro Shop and restrooms, during which much of the electrical and plumbing work will be done; the lounge area, dining room, and kitchen; the ballroom; and the second floor.

Luis stated that some changes to the shape of the bar have been suggested, and architect Brady Garrity needs to check these over. Luis doesn't expect any further changes. The bar will have either a rounded shape or one with a more 1960s-style design; once that is determined, the renderings can proceed. Jon McGill explained that the designer's original concept of the bar might be in conflict with requirements from the Arts District. Because he does not want Café Hope to pay for two sets of renderings, he is asking that the design be finalized before the renderings are created.

Luis commented that Wolfe Construction has told him that the electrical panels may take the longest to come in, but that this will cause no delays in the renovation of the restrooms and Pro Shop; they will use existing panels and replace them with the new ones when they arrive. The clubhouse is expected to lose electricity for a week to a week and a half during the summer when the new panels are installed.

Discussion turned to the logistical problems this electrical outage adds to pool operation this summer. A generator might keep the pool filtration system functional. Even so, the pool cannot be open for use during that time. It will have to be decided whether to open the pool, cautioning the members that it will need to be closed for a period, or not to open the pool at all.

Commissioner Berthelot noted that she's been receiving questions about outside memberships for swimming. Luis responded that outside memberships would be a bad idea because of the need to close the pool for at least some period, leading to requests for refunds and other difficulties.

Luis and the Commissioners expressed their desire to balance their eagerness for the pool to open against the logistical and safety issues. The safety risks attendant to operating the pool next to an active construction site pose significant concerns, especially regarding the presence of children. Chairman McGill said that he has already advised Luis to keep the pool closed. For even a limited opening, the motor of the pool pump would need to be replaced, as would the turf carpet that was removed for the pool inspection, at a total cost approaching \$15,000—money that would essentially be wasted because the entire pool is slated to be renovated. Chairman McGill stated that the pool should not be opened at all: money that would be spent "just to get by" is money that wouldn't be spent on the renovation.

Luis expressed his concerns that should the pool not open, the community would view this as Café Hope's failure to respond to their wishes. Jon responded that this is not the decision of Café Hope but rather of the Commission. Although keeping the pool closed is not ideal, it is the better option. In response to a question from an attendee, Jon stated that although the lease does require the pool to be opened, the Commission has the authority to adjust this given the circumstances. He stated it's not good fiscal practice to spend money to open the pool, which would be in substandard condition even if the pump motor and turf were replaced, while the renovation is in process. There may be options to explore for members needing a pool, such as discounted memberships at other clubs. It was pointed out that only a handful of members used the pool last year, likely because of its less-than-ideal condition. Further discussion followed.

Discussion then followed about a proposed community event, a Lenten fish fry, sponsored by Les Dudes, a nonprofit Timberlane men's organization. Heather Grant and Gary Chauvin are among those spearheading the event.

In response to a question from Commissioner Russell, Luis stated that Café Hope started serving hamburgers and hot dogs last week. With the resumption of food service, which is a prerequisite to regaining their liquor license, Café Hope is rerunning a newspaper ad in compliance with the

requirements of the state board. Although they have not been given a time frame, Luis stated that he has a contact in Baton Rouge who is helping to move the process forward as quickly as possible.

6. Suspend Meeting for Public Hearing on FYE 2024 Budget

Chairman McGill suspended the meeting to hold the public hearing on the FYE 2024 Budget.

7. Public Hearing on FYE 2024 Budget

There were two attendees, Jeffrey Haupt and Heather Grant. Neither had any questions or comments.

8. Adjourn Public Hearing

MOVER:	McGill
SECONDER:	Firestone
ACTION:	ADJOURN PUBLIC HEARING ON FYE 2024 BUDGET
VOTE:	5 – 0
YEAS:	Berthelot, Chauvin, Firestone, McGill, and Russell
NAYS:	None
ABSENT:	None

9. FYE 2024 Budget Adoption

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

A resolution to adopt and implement the budget of Timberlane Neighborhood Improvement and Beautification District (“District”) for the fiscal year beginning April 1, 2023, and ending March 31, 2024 (“Adopted Budget”).

WHEREAS, the Chairperson of the District, with the assistance of the Treasurer, prepared a budget document for the fiscal year beginning April 1, 2023 and ending March 31, 2024 complying with La R S 39 §1305, including this budget adoption resolution; and

WHEREAS, the budget document was submitted to the Board of Commissioners of the District for review; and

WHEREAS, the budget document (“Proposed Budget”) was presented and made available for inspection by constituents of the District at the special meeting of the Board of Commissioners duly called, noticed, and held on March 16, 2023; and

WHEREAS, a notice stating the availability of the Proposed Budget for inspection at Office of the Parish Clerk, General Government Building, 200 Derbigny Street, 6th Floor, Gretna, LA 70053 and that a public hearing on the proposed Budget shall be held on March 16, 2023 at 6:30 pm via Zoom webinar/teleconference, including a link to join and participate in the hearing, was timely published on March 6, 2023 in The New Orleans Advocate; and

WHEREAS, the Proposed Budget was also available for public inspection at the office of the Board of Commissioners at 700 Lapalco Boulevard, Gretna, LA 70056 and at www.tnibd.org; and

WHEREAS, the constituents of the District have been afforded an opportunity to participate in the budgetary process prior to adoption of the Adopted Budget;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners that the proposed Budget is hereby adopted and implemented as the Adopted Budget subject to the following changes, if any:

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners, or his/her successor, in his/her capacity as Chairperson of the Board of Commissioners, or the Treasurer, or his/her successor, in his/her capacity as Treasurer, is hereby authorized and in his/her sole discretion, to make such changes within the Adopted Budget line items he/she may deem necessary (with appropriate notification to the Board), provided that any reallocation of expenditure of funds in excess of two percent (2%) of the projected revenue collections must be approved in advance by action of the Board of Commissioners at a meeting duly noticed and convened.

BE IT FURTHER RESOLVED that the Chairperson of the Board of Commissioners, or his/her successor, in his/her capacity as Chairperson of the Board of Commissioners, is hereby directed to advise the Board of Commissioners in writing when:

1. Actual revenue collections plus projected revenue collections for the remainder of the fiscal year within the fund, that is not expenditure driven, is failing to meet estimated annual budgeted revenues by five percent (5%) or more.
2. Actual expenditures plus projected expenditures for the remainder of the fiscal year within the fund is exceeding the estimated budgeted expenditures by five percent (5%) or more, or
3. The actual beginning fund balance, within the fund, that is not expenditure driven, fails to meet the estimated beginning fund balance by five percent (5%) or more, and the fund balance is being used to fund current year expenditures.

BE IT FURTHER RESOLVED that the Chairperson of the Board of Commissioners, or the Secretary (or his/her successor) shall certify completion of all actions required by Louisiana RS. 39: 1306 by publishing a notice in *The New Orleans Advocate*. This resolution finalizing, adopting, and implementing the Adopted Budget of Timberlane Neighborhood Improvement and Beautification District for the fiscal year beginning April 1, 2023, and ending March 31, 2024, having been submitted to a vote, the vote thereon was as follows:

MOVER:	McGill
SECONDER:	Berthelot
ACTION:	ADOPT THE PROPOSED BUDGET FOR FYE 2024
VOTE:	5 – 0
YEAS:	McGill, Berthelot, Chauvin, Firestone, Russell
NAYS:	None
ABSENT:	None

This resolution adopting the Adopted Budget of Timberlane Neighborhood Improvement and Beautification District for the fiscal year beginning April 1, 2023, and ending March 31, 2024, a copy of which is attached hereto and made a part hereof, 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 16th day of March 2023.

11. Adjourn the Meeting (8:23 PM)

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



Jon McGill, Chairman
Signed:



John Firestone, Secretary
Signed:

Date approved: April 20, 2023

APPROVED