

**TIMBERLANE NEIGHBORHOOD IMPROVEMENT & BEAUTIFICATION
DISTRICT**

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

October 19, 2023, 6:30 PM

Conducted via Zoom

MEETING CALLED TO ORDER (6:32 PM)

Roll call: Ann Berthelot, present (Acting Chairman); Gary Chauvin, present; John Firestone, present; Pamela Russell, present. Chairman Jon McGill, absent; Quorum was present. Panelist: Luis Arocha. Zoom: Three attendees.

AGENDA ITEMS

1. Approval of the Minutes from the Regular September 21, 2023, TNIBD Meeting

MOVER:	Berthelot
SECONDER:	Russell
ACTION:	APPROVE DRAFT MINUTES
VOTE:	4 – 0
YEAS:	Berthelot, Chauvin, Firestone, Russell
NAYS:	None
ABSENT:	1

2. Election Update

Commissioner Berthelot stated that there were two positions for seats on the Commission. Only two candidate qualifying forms were submitted by the deadline (the previous Friday, October 13): those of current commissioners Gary Chauvin and John Firestone. Therefore, there will be no need to hold an election this year. Commissioner Berthelot congratulated and thanked Commissioners Chauvin and Firestone for their willingness to serve.

3. Café Hope and Clubhouse Update

Luis Arocha provided an update. Phase 1 of the renovations is nearly complete; only some signage remains to be installed. Phase 2 is progressing as expected. By the end of the week, the kitchen flooring will be completed, and equipment should start arriving early next week. Sheet rock has been hung and floated and is ready for paint and wall coverings, which should begin next week. The tile has been laid in the dining room and lounge area; it is about 70 percent completed and should be finished by Monday or Tuesday of next week. The fire alarm system is wired and should be live in the next five to seven days. The HVAC systems are in place. The outdoor water heaters have been installed; there was some extra expense and delay due to problems with the gas line, which have been repaired. The hot water is expected to be turned on next week.

The stone countertops for the board room will be installed tomorrow; those for the bar are expected to be installed early next week.

Commissioner Russell stated that neighbors have been asking when they can schedule events at the clubhouse. Luis replied that they expect to be able to host events by the first or second week of December. Luis stated that the scheduling will depend on personnel availability and the size of the function. Commissioner Russell then commented that she was at the clubhouse last week and that things are looking wonderful. Luis then added that they are already receiving very positive feedback on the new look of the Pro Shop. The same design team is working on both.

4. Century Update

Donny Darville was unable to attend. In his absence, Commissioner Berthelot provided the update he had provided. Noteworthy items follow. KPI for September 2023: Financial performance in the September five-week period was solid, beating budget. Revenues were just short of budget, with expense savings. Play was slightly down by 6 percent to prior year with normal average guest rate. Membership sales were slower. GolfVantage saw good gains for the month, with a +6 head count.

Irrigation testing is still ongoing before the design phase is initiated. Some cart path work has been completed, and a social media marketing campaign has been started. Budgeting templates and business planning for the next fiscal year will begin in mid-November.

Financials in this report refer to the month of September. It is subject to change based on our end-of-year review.

5. Golf Course Operations Update

Commissioner Chauvin provided the update. He noted the following improvements to the course:

1. Cold asphalt has been applied to troublesome spots on the cart path. We have about two yards left that we plan to use up in the coming days.
2. The patio area is close to completion. Chairs have been ordered and are estimated to ship between October 25 and 28. Tractor rim / fire pits have been installed. We plan to paint the rims black and install round metal inserts to turn the pits into tables.
3. We are fully operating in the new Pro Shop. Food and drinks are still being sold out of the snack shop.
4. We have the permit in hand for the renovations for the bathroom on #14. This will include cleaning, painting, and removing/replacing damaged soffit and fascia.

Commissioner Chauvin then reported on the course condition:

1. By the end of August, we were 20 inches below our average for rainfall, and that trend continues. Despite the lack of rain, our crew has been able to keep up with watering thanks to the fact that there have been no major leaks in the irrigation system.
2. We have overseeded the greens, tee boxes, and Pitch & Putt area. It's exciting to see the condition of the course as we head into the time of year when it is at its best.

Commissioner Russell then asked about the decline in play. Commissioner Chauvin responded that this is a seasonal phenomenon; play traditionally slows down in mid-October. However, this is in no way a reflection of the condition of the course. He stated he anticipates that it will pick up again once the players see how great the course and the greens are looking.

6. Treasurer Update

Treasurer Ann Berthelot presented the financial statements for August 2023. Monthly treasurer reports are posted on the TNIBD website. Noteworthy items follow.

TGR: There were three bad weather/closed days. Revenues: Total Income was over budget. Expenses: Total Expenses were **under** budget as scheduled (deep) aerification was replaced by an (in-house) aerification in July using borrowed equipment. Fertilizer was not applied because of the heat (without rain, it would have burned the grass). Repair & Maintenance for equipment was lower than budgeted. Net Income (after management and incentive fees) was **favorable** to budget.

TNIBD: Income: No 2022 assessment revenue was recorded for this month. Expenses: Office and General Administrative was over budget; however, depreciation is included in this section and was actually offset by insurance and legal fees being under budget. Net Income for TNIBD is **favorable** to budget.

The **overall** Net Income for TGR and TNIBD is **favorable** to budget.

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

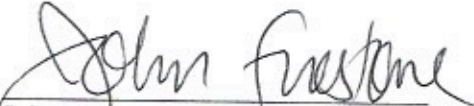
8. Miscellaneous

Commissioner Berthelot called for comments and questions from the attendees. There were no responses. Commissioner Firestone then thanked his fellow Commissioners for their hard work, as well as the neighbors for their encouraging comments. He is glad for the opportunity to serve another three years. Commissioner Chauvin added that he is also pleased to continue to serve. Commissioner Berthelot then reiterated her thanks to them on behalf of the other Commissioners.

7. Adjourn the Meeting (6:58 PM)

MOVER:	Berthelot
SECONDER:	Russell
ACTION:	ADJOURN
VOTE:	4 - 0
YEAS:	Berthelot, Chauvin, Firestone, and Russell
NAYS:	None
ABSENT:	1


 Ann Berthelot, Vice Chairman
 Signed:


 John Firestone, Secretary
 Signed:

Date approved: November 16, 2023