

**TIMBERLANE NEIGHBORHOOD IMPROVEMENT & BEAUTIFICATION
DISTRICT**

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

November 16, 2023, 6:30 PM

Conducted via Zoom

MEETING CALLED TO ORDER (6:33 PM)

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

AGENDA ITEMS

1. Approval of the Minutes from the Regular October 19, 2023, TNIBD Meeting

MOVER: Russell
SECONDER: Berthelot
ACTION: APPROVE DRAFT MINUTES
VOTE: 3 – 0
YEAS: Berthelot, Firestone, Russell
ABSTENTIONS: 1 (McGill)
NAYS: None
ABSENT: 1

2. Café Hope and Clubhouse Update

Luis Arocha provided an update. Construction of the kitchen and dining room is complete, although some equipment and furnishings have not yet arrived. Construction has been paused until after the Thanksgiving holiday to give the workers a break. When they resume, work on the ballroom will begin; Luis stated that it should be finished by early March of 2024. Work on the second floor will begin after the ballroom is completed. He stated that this part of the project is more complex and needs more extensive attention.

Luis stated that they are also interviewing for staffing. As with other businesses, the process is time consuming, especially because they are looking for quality employees. He stated that a staff member informed him that people are asking on Facebook about when the restaurant will open, but he is not yet ready to set a date when Café Hope will be open to the public. He does not want the general public to patronize the restaurant until he can be assured that Café Hope has met its standards for quality and that the patrons will have a good experience with both food and service. There will, however, be a couple of weeks of soft opening for invited guests only, for the new staff to try out the equipment and get used to working with each other. He stated that he hopes that people understand that he can't invite everyone, only those who will be understanding if mistakes occur.

Thereafter, the restaurant will continue its soft opening, expanding service to additional patrons. No marketing will be carried out; rather, they will rely on word of mouth to attract diners. Then, after the first of the year, the official grand opening will take place and will be marketed ahead of time through social media and other efforts.

Luis added that they have scheduled a couple of small special events in the near term. These events are more easily controlled, with a set menu and set amount of food to produce. One of those events is a happy hour fundraiser scheduled for November 29. There will be no charge to attend; an auction of Christmas ornaments will be the source of funds raised.

Chairman McGill stated that they are hoping to hold the January 18 TNIBD meeting at Café Hope as well as the TEIA's annual meeting the following night, on January 19. The latter is a catered event. Luis stated that he feels confident that they will be able to do so.

3. Century Update

Donny Darville was unable to attend. In his absence, Chairman McGill provided the update. Noteworthy items follow. KPI for October 2023: Financial performance in the October four-week period was solid, beating budget. Revenues were just short of budget, but savings on expenses allowed us to beat the budget by about \$5,000. Year to date we are about \$67,000 better than budget.

Daily play for the month was down 16 percent, accounting for the shortfall in revenue. Drought conditions and other adverse weather conditions were a factor. The daily fee average and membership sales remained close to those of last year. With the lengthy drought, we have focused on preserving the greens, so the fairways have been stressed. The senior agronomist is aware of the problems and looking at potential remedies; however, the automated irrigation system, once in place, will be the solution for situations like these. Starting this week and continuing over the winter, over 100 irrigation heads will be installed on the fairways.

Chairman McGill added that Century has started a social media marketing campaign, and budgeting templates and business plans are being worked on right now. A budget meeting is scheduled for December. Michelle Preuss and Donny Darville will work on the outline and the initial numbers; Jon McGill will review the draft, and Pam Russell and Gary Chauvin will then also review it. Gary and Richie and Paul will review and approve the numbers, such that when Jon, Donny, and Ann finalize the budget, they will be able to address the overall strategies and focus on any categories that need more refinement.

Commissioner Russell asked whether Donny had any comments about the decrease in play. Commissioner Berthelot mentioned that she had asked the same question, and Donny responded that he is seeing the same trend nationwide. Chairman McGill added that they had anticipated decreases in play based on the economy, interest rates, and other factors; this was accounted for in the budget, and we are still above budget in total revenues. In addition, we have been dealing with the drought-related problems that are affecting the condition of the course.

4. Golf Course Operations Update

Commissioner Chauvin was unable to attend, so Chairman McGill provided the update. The irrigation and sprinkler heads have been mentioned. Cold asphalt is being used to effect some

repairs to the cart paths, which are in bad shape, again due to the drought conditions. Commissioner McGill stated that the cold asphalt is not a long-term fix, but that is all we can afford at the present time. A complete overhaul would be likely \$200,000–300,000. Commissioner Russell asked whether the cold asphalt repairs would be addressed in the budget process. Chairman McGill stated that he does not foresee the needs for a major line item, but in the budgeting process they will review what we can afford to do.

Commissioner Russell then asked about the south side bathroom and what she can do to further the process. Gary and Richie had decided to tackle the remainder of the project in-house (we have the permit and the funds) but had recently been occupied with preparing for the Gretna Green tournament and watering the greens. Commissioner Russell stated she would get together with them to see what the next steps will be.

Chairman McGill reported that the Gretna Green was very successful. He added as a final note that because of the drought, they will be checking the salt content of the well water and putting together a plan to apply chemicals at the source should the well water run low. They are collecting soil samples to make sure the proper chemicals are being applied.

5. Treasurer Update

Treasurer Ann Berthelot presented the financial statements for September 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 under budget, mostly in daily play, which is trending lower. Expenses: Total Expenses were **under** budget. Golf course management was under budget due to savings in fertilizer and fuel. A fertilizer credit was processed in September. Savings in General & Administrative expenses were due to a Membership Meeting expense budgeted for September that did not occur. 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. Accounting fees were over budget; however, legal fees were under budget, again slightly offsetting the impact. Golf Maintenance Expenses also were over budget. This included the water cooler for the course bathroom and the Greens evaluation.

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

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

6. Value Elements Report Discussion

Chairman McGill stated that, as part of long-range strategic planning, he and Commissioner Berthelot had approached GNO Inc. several months ago to do a study to assess the value of Timberlane as whole in terms of generating revenue for the state, parish, and city. This assessment of value would go beyond the amount Timberlane residents pay in property tax, to elements that are less readily visible. The reason is that should we ask these entities for funding

for capital outlays, we want to demonstrate that Timberlane is a neighborhood that generates revenue and is a worthy investment. The elements may include home renovations, number of cars residents purchase, public school tax revenue not used (because many residents send their children to private schools), and other items. GNO Inc. stated that this was beyond their scope but referred us the UNO Bureau of Economic Research.

The UNO Bureau of Economic Research provided a proposal for the scope of work, to cost \$14,800. Expected turnaround time is one to two months. The report would compare numbers from perhaps ten years ago to today, such that the value of the TNIBD's activity can be measured. The proposal for the report was to have been sent to the other commissioners ahead of the November meeting; however, an oversight occurred, and a review was not possible prior to the meeting.

7. FYE 2024 Budget Amendment

Commissioner McGill stated that there are some items in the budget that need to be amended. Interest income needs to be increased because of the increases in interest rates. Administrative expenses also need to be amended because of the proposed cost of the value elements report and because the cost of the audit was higher than anticipated. Debt principal payments are higher than anticipated. Because we did not need to hold an election, the election expense can be decreased to just the deposit paid to the accountant.

Another reason for amending the budget is the change in infrastructure and repairs that did not equate to a capital outlay but should not come under TGR's budget—primarily the cart path repairs and some plumbing repairs. This amounts to a 12 percent increase in the line item in the TNIBD budget. At the same time, golf course maintenance decreased by approximately the same amount, so the amendment will bring these into balance.

The chief reason for amending the budget is the anticipated pool renovation, to be included in capital outlay. To enter into a contract, the TNIBD must have funds allocated in its budget for the project, and bids for the pool renovation went out last week. Because the work will go into the next fiscal year, we do not need to budget the entire amount in this fiscal year; moreover, we anticipate getting funding to cover some of the costs of the project. The proposed amendment to the FYE 2024 budget will increase the capital outlay budget by \$280,000.

Chairman McGill stated that he intended to make a motion to vote on the budget amendment at this meeting. Commissioner Russell stated that she had no reservations about approving the amendment, but because she has not seen the proposal for the value elements report (the cost of which is included in the budget amendment), she would prefer to review that thoroughly before voting. Discussion followed. It was decided to table the motion for amending the budget and call a special meeting for that purpose to be held on December 1 at 12:00 PM.

MOVER:	McGill
SECONDER:	Firestone
ACTION:	MOVE AMENDMENT OF FYE 2024 BUDGET TO SPECIAL MEETING
VOTE:	4 – 0
YEAS:	McGill, Berthelot, Firestone, and Russell
NAYS:	None
ABSENT:	1

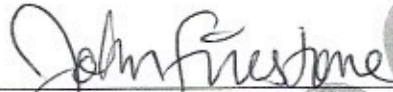
8. Adjourn the Meeting (8:08 PM)

Chairman McGill called for comments and questions from the attendees. There were no responses. He then made a motion to adjourn.

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



Jon McGill, Chairman
Signed:



John Firestone, Secretary
Signed:

Date approved: December 21, 2023

Approved