

BRIARBROOK COMMUNITY IMPROVEMENT DISTRICT

MINUTES OF FEBRUARY 10, 2014

Karen Rutledge called the meeting to order.

ROLL CALL:

Adam Greek, Tim Huff, Karen Rutledge, Toby Teeter, and Garry Church were present. J B Brown and Dave Englert were absent. Mark Tackkett, Wendy Ginavan, and Doug Harvey were also present.

Tim Huff moved and Karen Rutledge seconded a motion to approve the Agenda, 5-0. Tim Huff moved to approve the Minutes of January 10, seconded by Adam Greek, 5-0.

TREASURER'S REPORT:

Toby and Mark presented the Treasurer's Report. They indicated that a different method of reporting profit and loss is being used. Toby reported that it is possible to refinance the Bond in 2017 if interest rates are favorable at that time which could reduce the amount of the Bond debt. It was discussed that the Facility Manager's Account should be transferred to the SMB Operating Account to help simplify accounting procedures. Tim Huff moved to make this change, seconded by Karen Rutledge, 5-0. The question was raised as to whether or not that the restaurant needed to charge sales tax since it is now being run by the CID. Toby will check on this and report back to the Board. Sales tax will continue to be collected until this is determined. A question was raised about the availability of the End of the Year Financial Report. Karen indicated that it will be posted on the CID website. Fund Balances were reported as follows:

SMB Operating Acct-	\$ 67,411.17
SMB Debt Service Acct-	.02
SMB Facility Manager Account-	536.12
SW Trust Co. Assessment Fund-	179,376.66
SW Trust Co. Debt Service Acct-	.08

OLD BUSINESS:

Mark reported that the restaurant revenues were up for the month, but overall the restaurant is showing a loss of over \$6,000 for the past month. There are too many hours being paid for employment compared to the number of hours the restaurant is open. Salaries of waitress, bar, and kitchen employees were discussed. There was considerable discussion concerning better time management of employee hours and the hours that the restaurant and bar should be open. It was also emphasized that no non employees should ever be behind the bar.

Toby reported that negotiations are continuing with Mr. Bicknell's attorney regarding the possible return of some equipment. He will report back to the Board as soon as he receives a response.

Doug Harvey was present and indicated that he would like to address the Board as he has an interest in leasing the restaurant. He was told that he would be given time on the agenda to speak to the Board at the March meeting.

The Insurance Review was postponed until the March meeting. Karen indicated that she had received a bid from Mr. Hackney but she will be seeking new quotes on employee liability.

The election of new CID Board members was discussed. The Secretary reported that the first Legal Notice had been published and the second one would be published soon. Filing dates for potential candidates are from February 11 to March 11. If more than three candidates sign up, then it will be necessary to have a mail ballot which is scheduled for June 10.

NEW BUSINESS:

The notice from the City regarding removal of the old Golf Ball Water Tower was discussed. Toby was asked to see if he could find information regarding removal of the tower. It would be best if someone would be interested in removing it for scrap.

COURSE MANAGER'S REPORT:

Mark indicated that he had nothing else to report other than the weather was causing a reduction in play as compared to last winter.

ADJOURNMENT:

Tim Huff moved to adjourn the meeting, seconded by Toby Teeter, 5-0

The next regularly scheduled meeting will be March 10, 2014

Due to several conflicts, the March meeting will be rescheduled to March 17, 2014

Submitted by
Garry Church, Secretary