

BRIARBROOK COMMUNITY IMPROVEMENT DISTRICT

MINUTES OF OCTOBER 9, 2014

Adam Greek called the meeting to order.

ROLL CALL; Jim Hackney, Bob McAfee, Howard Smith, Adam Greek, and Garry Church were present. JB Brown and Tim Huff were absent.

Jim Hackney moved to approve the Agenda, seconded by Bob McAfee, 5-0. Jim moved to approve the minutes of September 11 and September 25, 2014, seconded by Bob McAfee, 4-0-1, with Howard Smith abstaining since he was not in attendance at the September 11 meeting.

TREASURER'S REPORT:

Bob McAfee and Mark presented the Treasurer's report. As decided at the September 11 meeting, a separate Capital Improvement Fund has been set up for Cart Paths. At this time there is a balance of \$15,489 in this fund. This will be used to finish up the cart path on #17. Fund Balances were reported as follows:

SMB Operating Acct-	\$130,576.03
SMB Debt Service Acct-	628.75
SW Trust CO. Assessment Fund-	131,035.98
SW Trust Co. Debt Service Acct-	.08

NEW BUSINESS:

Larry Cowger, Carl Junction School Board member was present to discuss the upcoming Bond Issue. The proposal is for \$16.5 million and will be for 20 years to build two new safe rooms housing 2,000 people each. There are no FEMA funds available which is why the bond issue is being proposed.

Adam thanked Larry for presenting the information to the Board

EMPLOYEE REPORTS:

Mark reported that work on #17 cart path has begun and will be finished up to the path on #18 tee box. He would like to begin working on new tee boxes for women and seniors but would like to study other courses first before making decisions. He does not plan to aerify the greens this year but will pull plugs and top dress in the Spring. When asked about crab grass in #7 fairway he said last Winter was too dry for chemicals to reach the roots. A new application of pot ash has been put out. They will work on the crab grass over the winter and will work on the collars as well. They plan to verticut the collars and try to kill the poa anna grass over the Winter and Spring. It was mentioned that the barriers on #6 need to be extended. It was also suggested that Mark present time lines to the Board for special projects such as cutting down trees, removing stumps, repairing the shed, etc. Relocating the maintenance shed was also discussed but no action was taken.

Vi was not available to discuss restaurant operations. Mark reported that the restaurant had lost approximately \$17,000 the past month. Some of this was due to late billing but food costs remain too high. No food inventory was listed in the financial report. Mark also reported that he felt that food quality seems to be down. Board members discussed that we need to improve marketing and to get more input from patrons. There was also a question regarding a new menu. Mark suggested that all food and drinks come from the restaurant and that the Pro Shop be only for golfing. There was also a question about the insurance costs being shown in both the golf and restaurant expenses. This item should be shown as an expense to the CID.

OLD BUSINESS:

It was decided to wait until spring to do any needed pool repairs. The pool will be covered for the winter as soon as weather permits.

New shirts for restaurant staff were discussed. Howard moved and Bob seconded a motion to purchase two shirts for restaurant staff, 5-0. Bermuda shorts will be provided by the staff, white for summer and black for winter. It was also discussed that the building is not set up to be suitable for families and/or special activities. Some construction changes need to be made in the future.

Some changes were made for Board committees. It was decided that there is no need for a Master Plan Committee as recommendations from the other standing committees would serve this purpose. Adam will replace Tim on the Golf Committee and this committee will also include pool and deck activities. Final plans for the "Meet and Greet" meeting scheduled for October 15 were discussed. Howard will prepare information to be made available at the meeting.

Proposed changes in some of the By-Laws were presented at the September meeting. Bob McAfee moved to approve these changes, seconded by Howard, 5-0.

There were only two suggestions listed in the Suggestion Boxes. One was to build a practice sand trap and the other was to back fill the rock wall on #4. No action was taken on the practice sand trap and Mark said that he would take care of back filling the holes on the wall on #4.

ADJOURNMENT:

Howard Smith moved to adjourn, seconded by Jim Hackney.

Howard Smith then moved to go to a Closed Meeting to discuss personnel, seconded by Jim Hackney. The discussion centered on the Restaurant Manager. It was discussed that the Board can no longer continue to take the restaurant losses and that we need to meet with Vi. Jim said he would set up a meeting with Vi and Mark and report back to the Board. No other action was taken and the meeting was adjourned

The next regularly scheduled meeting will be Thursday, November 13, 2014.

Submitted by

Garry Church, Secretary

BRIARBROOK COMMUNITY IMPROVEMENT DISTRICT

MINUTES OF OCTOBER 20, 2014 Special Meeting

Adam Greek called the meeting to order.

ROLL CALL: Jim Hackney, Tim Huff, Bob McAfee, Howard Smith, Adam Greek, and Garry Church were present. JB Brown was absent.

This special meeting was called at VI's request. She has been concerned about the continuing losses in the restaurant. There was discussion about how the bills have been paid and perhaps downsizing the current menu. It was expressed that the food needs to be more consistent and that we need to try to determine what can be done to bring more patrons to the restaurant. The current month appears to be better with several different activities scheduled and food costs have been reduced. As discussed in earlier meeting the facility is not conducive to families or large groups. The meeting ended with VI saying that she will try to do anything to try to reduce expenses.

It was decided to schedule another meeting on November 5 prior to the regularly scheduled meeting on November 13. (*THE NOVEMBER 5 MEETING WAS LATER CANCELLED*)

Submitted by

Garry Church, Secretary

BRIARBROOK COMMUNITY IMPROVEMENT DISTRICT

MINUTES OF OCTOBER 25, 2014 CLOSED MEETING

Adam Greek called the meeting to order.

ROLL CALL: Bob McAfee, Howard Smith, Adam Greek, and Garry Church were present. JB Brown, Tim Huff, and Jim Hackney were absent.

The purpose of this meeting was to discuss an inappropriate incident that happened in the restaurant on October 21, 2014. Following discussion, Howard Smith moved and Bob McAfee seconded a motion to relieve Vi Fields as Restaurant Manager, effective immediately. The motion was unanimous (4-0) with all four Board members voting. Adam will officially notify Vi of the Board's action. There was no further action and the meeting was adjourned.

Submitted by

Garry Church, Secretary

BRIARBROOK COMMUNITY IMPROVEMENT DISTRICT

MINUTES OF NOVEMBER 3, 2014 SPECIAL MEETING

Adam Greek called the meeting to order.

ROLL CALL: JB BROWN, Jim Hackney Tim Huff, Bob McAfee, Howard Smith, Adam Greek, and Garry Church were present.

This meeting was called to discuss the future of the Briarbrook Restaurant. Mike Tracy was present to discuss the possibility of him leasing out the restaurant. He presented his background in restaurant

operations and mentioned some things he thought would help improve restaurant operations. This included a new menu as well as providing food offerings he thought would be attractive to our patrons. Mike also proposed that he would be more interested at this time in being employed as restaurant manager rather than leasing the restaurant and possibly taking over the lease at a later time if the restaurant proved to be successful. This possibility was discussed with some questions being raised by the Board concerning his new proposal. Adam thanked him for his interest and asked him to prepare another proposal answering some of the Board's questions and bring it back to us at a future meeting.

Doug Harvey was also present and talked to the Board about his interest in either leasing the restaurant or working as the restaurant manager as he had discussed earlier in the year. Adam thanked Doug for his interest and told him to bring a new proposal to the next meeting.

There was no action taken on either presentation and it was decided to meet again on Monday, November 10, 2014 to review the proposals from both gentlemen. Howard Smith moved to adjourn the meeting, seconded by JB Brown, 7-0.

Submitted by,

Garry Church, Secretary

The next scheduled meeting will Monday, November 10, 2014

BRIARBROOK COMMUNITY IMPROVEMENT DISTRICT

MINUTES OF NOVEMBER 10, 2014 SPECIAL MEETING

Adam Greek called the meeting to order.

ROLL CALL: JB Brown, Tim Huff, Jim Hackney, Bob McAfee, Howard Smith, Adam Greek, and Garry Church were present.

Doug Harvey was present to discuss a new proposal with the Board to take over as Manager of the Briarbrook Restaurant. He talked about new marketing ideas and the possibility of an electric sign. He discussed the type of food which would be primarily bar-b-q as well as some of the more popular food choices now being served. He would expect to have 3-4 catering events per week. He believed that he could keep employee cost down since he would be working much of the time as well.

He would expect 100% of the net profits after deductions for all restaurant related expenses and utilities. He would also want free golf membership and trail fees. He said he would make a greater effort to get more participation from local residents. Adam thanked Doug for his presentation and told him we would be in touch when we made a decision.

Mike Tracy was next with his new proposal. He is still interested in working as an employee with compensation based on 20% of net profits. This needs to be clarified as to what determines the net profit. He believes that he can reduce food costs and make money for the restaurant through better pricing and use of food purchased. He would like to serve as an employee until June 1 and then decide if he wanted to take an option to lease. He is confident that he can bring in larger crowds

because of his food quality and his past reputation. There was also discussion of making changes in the dining room that would attract more families. There is still some question as to his status as an employee or independent contractor. He also does not want to be an employee under Employer Advantage as he believes he can do better with his own CPA and bookkeeper. There are some concerns with some Board members regarding this issue. Adam thanked him for his interest and told him we would be in contact after we make a decision.

The Board moved to go to a closed meeting to continue discussion of both candidates. It was decided that Adam should contact Toby Teeter to see what type of agreement could be worked out to hire a manager under the conditions that had been discussed. Jim Hackney moved and Tim Huff seconded a motion to continue to work with Mike Tracy, 7-0. Adam will inform Doug of this decision. Bob McAfee moved to adjourn, seconded by Howard Smith, 7-0.

The next regularly scheduled meeting is Thursday, November 13, 2014

Submitted by

Garry Church, Secretary