

Briarbrook Community Improvement District Minutes
Thursday, September 13, 2018
Regular Board of Directors Meeting

1. Jim Hackney called the meeting to order. **Members in attendance:** Jim Hackney, Tammy Thomas, Jason Teeter, Elbert Smith, Mike Saale, Marcus Patton, Chris Moudy

2. **Agenda**—Agenda was approved after the following additions:
 - b. 2019 Budget
 - c. Review of additional houses in Ward 3 that are not included in the CID.
 - d. Comparing Employer Advantage with Harbor AmericaTammy Thomas moved the agenda be approved with the additions. Elbert Smith seconded. Motion passed 7-0

3. **Public Forum:** **Forrest Noah**, 405 Tee Lane, Questioned why April/May minutes cannot be viewed on the Briarbrook website. Tammy Thomas will send minutes to Jennifer Gozia to be put on website.
Peggy Eaton, 106 Par Lane, Questioned how to get information about Briarbrook committees. The question will be answered during this meeting.

4. **Minutes:** No corrections to August minutes
Tammy Thomas moved to accept the August minutes. Chris Moudy seconded.
Motion passed: 7-0

5. **Financial Reports:** **Jason Teeter** reported the financials:
Operating Fund – \$11, 122.08
Cart Path Fund – \$997.00
Debt Service Account –\$117,886.93
Restaurant Acct.- \$4,124.69
Tammy Thomas moved the financial report be accepted. Chris Moudy seconded.
Motion passed: 7-0
Profit and Loss Statement: Chris Moudy will change report so it will be more concise.

Total unexpected expenditures:

Pool improvements	\$21, 000.07
Server/IT Upgrades	\$11,843.91
Unpaid Golf Course Chemicals	<u>\$9,500</u>
Total:	\$42,443.98

More unexpected costs--Election costs, restaurant after management change **Total: 51,443.9**

Must have budget ready by January for the Board to approve
To the City of Carl Junction by February 1
To the State by April;

6. Reports:

- a. **Pro Shop/Golf Course**—Kaleb Forkner
2018 rounds of golf are down but the revenue is ahead by \$5,000
Marcus Patton **requests a report** that has **pay for play** by next Board meeting and
a report on financials for the tournaments.
Donnybrook Tournament went smoothly.
The server should be up and running after Mediacom gets cable buried.
Approximately 45 days
Jim Hackney requests a **list of winter** projects by next Board meeting
- b. **Social Committee**—Tammy Thomas; All donations have been received for 4th of July;
Possible Halloween and Christmas party
- c. **Tournament Committee**—Marcus Patton--no report
- d. **Golf and Green's Committee** – Elbert Smith/Marcus Patton met Monday.
Problems with crab grass on greens
Dead trees need to be removed
Retaining wall on #4 needs to be filled in
- e. **Finance Committee**—Jason Teeter/Elbert Smith
Electrical needs to be updated.
- f. **Membership/Marketing**—Marcus Patton/Mike Saale--committee is in place and will
meet in 2 weeks
- g. **Long Term Planning**—Jim Hackney/Mike Saale
Electrical should be put in budget
More parent involvement with Junior Golf
Possible 9 hole tourneys
Finish cart paths
Update sprinkler system
Fill in low areas of course—level fairways
- h. **Restaurant**—Jim Hackney liaison
Kaleb Forkner reported food quality is good; Food is slow coming out of kitchen but
that has improved. Need to hire someone to work full time.
No food service until 3:00 pm on Monday and Tuesday
In 2 weeks, Kaleb and Jim Hackney will determine if the restaurant is profitable.
- i. **Pools**—Tammy Thomas liaison—Pool is closed, drained and repairs are being made to
areas that are under warranty. Pool furniture was stored in an orderly fashion

7. Old Business:

a. Report on refinancing current bond

Jason Teeter reported that each year the County collects around \$156,000 in taxes. Next year the interest rate will increase, so he is talking to banks about refinancing the Bond. Mid MO bank and Southwest Missouri Bank are interested.

8. New Business

a. Secure bids for insurance

Contacted the Insurance Center, Connell Insurance, Farmers Insurance, and Mo Golf Association in St. Louis-- Capstone

Nationwide Insurance Agency quoted the lowest premium. \$3,408 must be paid by September 26, 2018

Jason Teeter moved that we use Nationwide as our provider. Marcus Patton seconded. Motion passed 7-0

b. 2019 Budget—Jason Teeter

1. Review 2018 budget and determine each committee's budget for 2019
2. Committees meet and make necessary changes
3. Meet with Kaleb Forkner to finalize the Initial Budget for 2019, present it at the next Board meeting and give the budget to the appropriate committees

c. Schuber Mitchell—Tammy Thomas will insure that all the new houses are paying the CID tax. She is trying to determine how to annex new properties in Ward 3 into the BCID so the new home owners can have the advantage of being members of the CID.

d. Mike Samuelson from Harbor America provided a way of lowering employee management fees. Kaleb Forkner believes it will save approximately 1% annually. We will need to give Employer Advantage a month's notice.

9. Closed Session per Ra MO 610.021.3 Hiring, firing, disciplining or promotion of particular employees by a public governmental body when personal information about the employee is discussed or recorded.

Mike Saale moved the meeting go into closed session. Chris Moudy seconded.

Passed 7-0

10. Adjournment—8:45 p.m.

Jennifer Gozia
Board Clerk

