

**Briarbrook Community Improvement District Minutes**  
**Thursday, February 23, 2023 • 6:00 p.m.**  
**Work Session**

**1. Opening**

Pledge of Allegiance

Roll Call

- 2. Tammy Thomas called the meeting to order. Members in attendance:** Tammy Thomas, Marcus Patton, Elbert Smith, Mike Moudy, Bill Albright and Ken Longnecker. Absent: Jason Teeter

**3. Agenda**

Elbert Smith moved to accept the agenda. Mike Moudy seconded. Motion passed.

**4. Discussion of Pool:**

- A. 1) Day of the week to close - Monday  
2) Hours: Tuesday-Friday 11:00-7:00; Saturday-Sunday 12:00-6:00. Change to 11:00-7:00 Tuesday-Sunday? Pool parties are usually 7:00-9:00
- B. COST:  
1) Increase of BCID membership from \$25 to \$35.  
2) Party prices will be increased and there will be a two lifeguard mandatory.  
3) It was decided to limit nonresident membership to the first 25 families at a cost of \$300. Nonmembers must be with member - \$5.
- C. Gate entry management needs to be strict  
1) Kids dropped off need to be signed in with contact information in case of emergency. 12 and under must be accompanied by an adult.  
2) Sign in at the table with a pass number  
3) Possibly hire an extra person. We need staff to accommodate all pool activity
- D. How do we go about getting a maximum capacity number? Mike calculated 220 people. Tammy will get in contact with PSU staff to inquire about this.
- E. Signage: • NO OUTSIDE FOOD, ALCOHOL OR COOLERS  
• Sign in at the table with pass number  
• New rules sign
- F. Improvements:  
1) Shade structures: Must have something just inside the gate for check-in  
Do we want to do a sail type cover and add posts - \$2000 budget?  
or Do we want to have something built  
We need a couple of spots for shade. Possibly awning attached to building.  
Tammy and Elbert are going to meet to come up with a plan to present to the board by April meeting.  
2) More picnic tables and loungers - 12 are functional, we have enough deck space for two more picnic tables. Affordable plastic ones.  
More loungers (12-15) \$3,000
- G. Repairs:  
1) Bottom of pool surface - Initial estimates \$30,000 possibly in the future. Need a temporary patch for now. Sand down and resurface. Check with Tim Old. Possibly sandblast. Look for recommendations on Facebook.

- 2) Cool concrete deck repairs - patch
  - 3) Staining of deck and posts needs to be done before end of May when pool opens. Get ideas from contractors.
- H. Keeping outside area clean of food and trash.  
Cart employees are responsible for pro shop patio trash. Lifeguards are responsible for pool/party trash. Lifeguards hose down the deck each morning prior to opening. Outside patio area from restaurant needs hosed down on a weekly basis. Pro shop staff would have a specific day of the week to do this. With birthday parties and patrons eating outside, lots of food on tables and concrete.

**5. Discussion of 4th of July:**

- A. Tammy, Marcus and Nate will meet with John Matyi next week when he and his neighbor will be in town to discuss dates they will be doing their event. Possibly offer them to share their event with us. They have \$20,000 worth of fireworks now. We can add money to that, give them title sponsorship, marketing coverage, etc. DJ? Sound system?
- B. Tammy has contacted Kristi Spencer and she will head up the parade.
- C. Tammy has contacted Lori Salchow, Kristen Shelley and Cheryl Patton to be a committee to seek donations, decorate, plan games, entertainment, etc. They agreed to help. Food trucks need contacted now. Ask Erin Shanks to look into this.
- D. Currently, we have Tuesday the 4th scheduled to have our golf tournament and Fireworks. Move tee time to earlier time.

**6. Discussion of Signage:**

- A. Signage for golfers to use restaurant at turn:
  - 1) Sign on #8 tee box to call restaurant for food, beer and/or liquor orders
  - 2) Sign on path from #9 to stop at front doors/Joe's 19th Hole for food, snacks, beverages, etc. plus bathrooms. Hours should also be on the sign.
- B. Other signage:
  - 1) Would like to get two signs made - NO OUTSIDE ALCOHOL – at the driveway into parking lot and #1 tee box. No trespassing on number 12. No fishing. Cart Path Only. Sign Designs can help with these.
  - 2) Tammy suggested to print handout "Please help us with cart traffic control. Please keep all 4 wheels on cart path and away from tees and greens." The board agreed to do this.

**7. Discussion of Driving Range**

Marcus provided attachment - see next page

**8. Discussion of landscaping in front of clubhouse:**

Marcus will contact Buerge to get this done - \$5000

**9. Discussion of laying sod**

Marcus got a \$1,000 bid to lay sod

**10. Adjournment:**

Mike Moudy moved to adjourn at 8:05 p.m. Elbert Smith seconded. Motion passed.

Teri Carlson, *Board Clerk*

## **Briarbrook Driving Range Proposal**

- Only golf members of Briarbrook have unlimited free access to the range.
- Guest that have a tee time will be charged \$5.00 for a bucket of range balls.
- Members of the ward 3 that are not golf members will pay a fee of \$10.00 for a bucket of range balls without a tee time.
- No driving range or practice memberships provided.
- All schools that practice or play at Briarbrook will hit only off the mats.
- Proshop staff will sand divots every night as part of their closing duties.
- Close driving range twice a month to maintain, clean (pick up tees) and top-dress.
- Move range ball barrel to behind the counter or a place where players do not have free access to range balls.
- Consistently move hitting area or ropes to reduce wear to the same area.
- Pick range daily.
- Pick up ball baskets hourly.
- Driving range and surround will be mowed weekly.