

Briarbrook Community Improvement District Minutes
Thursday, December 14, 2023, 6:00 p.m.
Board of Directors - Regular Meeting

1. OPENING

- A. Pledge of Allegiance
- B. Roll Call

Marcus Patton called the meeting to order. Members in attendance: Marcus Patton, Mike Moudy, Bill Albright and David Toft. Absent members: Tammy Thomas and Jason Teeter

2. AGENDA - Mike Moudy moved to accept the agenda. David Toft seconded. Motion passed.

3. PUBLIC FORUM - None

4. APPROVAL OF MINUTES - Mike Moudy moved to approve minutes from 11-9-23. Bill Albright seconded. Motion passed.

5. FINANCIAL REPORTS - Nate Benedict reported the financials as of 12-1-23:

SMB

Operating Fund - \$23,407.52

Debt Service Account - \$29,998.87

People's Bank of Seneca

CD - \$40,000.00

Total - \$93,406.39

David Toft moved to accept the financials. Mike Moudy seconded. Motion passed.

6. REPORTS:

A. Restaurant - Erin Shanks reported a loss of \$3,602. There are several Christmas parties and activities scheduled through the end of December. Also two events are scheduled for January and one for February. Two e-mail campaigns were sent for Bingo/Ugly Sweater party on the 12/16 and Chiefs Football on 12/17. The thermostat was replaced in one of the fryers, and repairs are pending on the main heater for the banquet room.

B. Pro Shop/Golf Course - Nate Benedict reported that a meeting was held with Tee-Snap. We have been assigned a new managed marketing director. Her name is Justice Davis. She has been given access to our social media outlets and will resume engagement posts immediately. She will also be our point of contact for e-mail marketing design and distribution. Rounds of golf in November were ahead for the same period the previous year. This is attributed to mild weather and Schifferdecker Golf Course being closed during the month of November.

C. Golf and Greens Committee - Marcus Patton reported that leaf removal has been the main priority for the maintenance staff. This winter the staff will begin removing items from the old maintenance barn in preparation for it's removal. They will also trim trees with a focus on limbs that come into contact with golf carts. He recommended mowing areas of high grass, improving areas where water pools on cart paths, and mowing areas where tees have been moved off of teeing areas. Nate Benedict and Marcus Patton will investigate alternate suppliers for golf course chemicals this off season.

D. Finance Committee - Financial report above.

E. Long Term Planning – Bill Albright stressed the importance of establishing a strategic plan for at least the next three years. A work session is planned for January to discuss rate increases for the 2024 season.

F. Social Committee - Mike Moudy has no news to report.

7. OLD BUSINESS

A. Signature and approval of resolution for Shuber Mitchell addition – Bill Albright received the approval of the resolution for including the Shuber-Mitchell addition in the CID. Bill Albright moved to approve adding the Shuber Mitchell properties. Mike Moudy seconded. Motion passed.

B. Fence for sale – Tammy Thomas is looking for a buyer.

C. Contact Zane Baugh – Tammy Thomas contacted Zane Baugh concerning the removal of the old maintenance barn. Work is planned to begin in the spring with the goal of having the old maintenance barn removed by the Invitational in June.

8. NEW BUSINESS

A. Fill position of vacant seat on the board – Potential candidates were discussed.

B. Wire transfer - done

9. ADJOURNMENT – David Toft moved to adjourn at 6:55 p.m. Mike Moudy seconded. Motion passed.

Nate Benedict

Teri Carlson, *Board Clerk*