

MINUTES OF A REGULAR MEETING OF THE GOLF COURSE ADVISORY BOARD
OF THE CITY OF CARLSBAD, NEW MEXICO, HELD AT THE GOLF PRO SHOP
ANNEX ON OCTOBER 3RD, 2013 AT 4:00 P.M.

Voting Members Present:

Dean Bair	Chairperson
Kathy Temple	Member
Donna Hoff	Member
Mark Brewer	Member
Charles Cable	Member
Zeph Roberson	Member

Voting Members Absent:

Dave Tawater	Member
Daniel Johnson	Member
Pat Pinkert	Member
Becky Thompson	Member

Ex-Officio Members Present:

None

Ex-Officio Members Absent:

John Heaton Jr.	Golf Professional
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Board Secretary Present:

Steve Hendley	Golf Course Superintendent
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Others Present:

Patsy Jackson/Christopher	Director of Culture, Recreation and Community Service Department
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ITEM 1 - ROLL CALL OF VOTING MEMBERS AND DETERMINATION OF QUORUM

Roll call of those present was taken by Steve Hendley. It was determined that a quorum was present.

ITEM 2 - APPROVAL OF AGENDA OF OCTOBER 3RD, 2013

The motion was made by Kathy Temple and seconded by Donna Hoff to approve the agenda of the October 3rd, 2013 meeting. The vote was as follows:

Yes- Charles Cable, Dean Bair, Donna Hoff, Mark Brewer, Kathy Temple, Zeph Roberson

No-None

Absent-Dave Tawater, Daniel Johnson, Becky Thompson, Pat Pinkert

ITEM 3 - APPROVAL OF MINUTES OF REGULAR MEETING HELD SEPTEMBER 5TH, 2013

The motion was made by Kathy Temple and seconded by Mark Brewer to approve the minutes of the meeting held on September 5th, 2013 and to include the suggestion by Mark Brewer that in the future the time of adjournment be so stated in the minutes. The vote was as follows:

Yes-Zeph Roberson, Donna Hoff, Dean Bair, Mark Brewer, Charles Cable, Kathy Temple

No-None

Absent-Dave Tawater, Daniel Johnson, Becky Thompson, Pat Pinkert

ITEM 4 - CONSIDER OPTIONS FOR PRO SHOP AND RESTAURANT RENOVATIONS:

A set of plans for the proposed renovation was available to inspect at the meeting. Dean Bair said that the board was welcome to take the time to look the plans over before discussion. After some discussion the board felt that the plans looked good. There was a question as to whether the doors in between the proposed serving area and cooking area and the back meeting room would be full doors or half doors. Patsy Jackson/Christopher suggested that the door between the snack bar and pro shop might be better placed from its proposed location to the west up against the half wall. There was a motion made by Donna Hoff and seconded by Zeph Roberson to return the plans to the architect with the suggestion to move the doorway from the snack bar into the pro shop from the serving area to against the half wall and to ask the architects to consult with John Heaton and clarify what type of doors are needed to service the back meeting room. The vote was as follows:

Yes-Zeph Roberson, Donna Hoff, Dean Bair, Mark Brewer, Charles Cable, Kathy Temple

No-None

Absent-Dave Tawater, Daniel Johnson, Becky Thompson, Pat Pinkert

ITEM 5 - CONSIDER PROPOSALS FOR APPLICATION OF LODGERS TAX FUNDS:

Patsy Jackson relayed to the board the following information concerning the Lodgers Tax Fund Committee: The committee meets the second Tuesday of every month at 7:30 AM. Applications can be made in any month. The money is not available immediately even if the request is approved by the committee. After approval the request must go to the Budget Committee, the Council, the State and then to the Finance Department before implementation. The meeting in the month of April each

year is the time to ask for funding for larger projects. Patsy went on to say that there is about 1.4 million dollars in the fund right now.

Dean Bair explained to the Board that the proposal that was being considered, a renovation to the range, had a much larger cost estimate than had been expected. Dean explained that therefore the project might have to be done in stages. Patsy agreed that phasing the project would be a good idea and that other avenues of funding might be possible by applying for the appropriate grants. Patsy also said that justification of the project was of the utmost importance. The Board must be able to show that the project would increase the chances of people staying in Carlsbad overnight. Mark Brewer said it would be a good idea if John Heaton could keep numbers on how many players are from out of town, as this would provide valuable data when requesting funds. Dean suggested that inquiries be made to area companies to determine if some of the work could be done locally. Steve said he would look into meeting with the appropriate local firms.

ITEM 6 – CONSIDER AMMENDMENT FOR GOLF COURSE RULES AND REGULATIONS:

City Council recommended that the Advisory Board amend the rules change as presented on September 17th by eliminating the statement, “No tank tops”. After discussion among the members of the board the consensus was to eliminate the sentences, “No tank tops.” and “No tank tops, halter tops, spaghetti tops or tube tops.” The amended section would now read, “All Golfers must at all times wear appropriate golf attire. Men must wear shirts with sleeves. Women must wear shirts with sleeves unless it is a sleeveless shirt with a collar. Clothing should be protective without being offensive to others. All golfers must wear the appropriate shoes for golf. Golf shoes with soft spikes, running shoes, tennis shoes etc. No baseball, football, or soccer cleats. No heavy lugged work boots. The shoes should be able to grip the ground without damaging it.” A motion was made by Mark Brewer to amend the rules as such. Charles Cable seconded. The vote was as follows

Yes-Dean Bair, Charles Cable, Mark Brewer, Kathy Temple, Donna Hoff, Zeph Roberson

No-None

Absent-Dave Tawater, Daniel Johnson, Becky Thompson, Pat Pinkert

ITEM 7 – CONSIDER OPTIONS FOR TEMPORARY LABOR FOR GOLF COURSE:

Dean Bair said that the Golf Course definitely needs an increase in manpower and he believes the City agrees. He said that the City Administrator is amenable to funding a temporary labor source. Dean said that this option is appealing to the City because permanent employees would not need to be hired. Dean said that the Board would need to identify the source of this labor pool and to that end he, Steve and any other Board member that was interested would begin approaching local firms to determine if such a labor force is present.

ITEM 8- CONSIDER SECURITY OPTIONS FOR GOLF COURSE GROUNDS

Mark Brewer said that he and Steve had met the week before to discuss the locations and numbers of cameras needed. Mark said that an estimated cost would be approximately \$75,000.00. There would initially be 23 cameras installed at strategic locations. The cameras would be installed in such a manner so that inflicting damage to them would be very difficult. It was agreed that Mark and Steve would meet in the next week to work on more details. There was a question about maintenance. Mark said there would be some maintenance, but it would be minimal.

ITEM 9 – REPORT FROM JOHN A. HEATON, JR:

See Attachment 1.

ITEM 10 – REPORT FROM STEVE HENDLEY:

See Attachment 2.

Steve said that he would treat the upper pond with Copper Sulphate to treat algae. There was some discussion about replacing the PVC yardage markers in the fairway with flat discs that would be much more maintenance friendly and not have to be replaced so often. Donna Hoff said she would approach the Ladies Association about purchasing the markers. There was also discussion about correcting the yardages on the tee markers and the scorecards. Steve said that he would contact the company that sold advertising on the tee signs and determine what could be done. Charles Cable asked if it would be possible to install a simple concrete slab on each tee with the holes' yardage from that point inscribed on it. Steve said he would look into the costs and said that it should be doable. Dean Bair asked if some kind of flashing warning lights could be installed in front of the Pro Shop on Muscatel to mitigate the danger of golf carts being struck by speeding cars. Steve answered that he had contacted Tom Carlson, Public Works Director, and asked him what would be needed to accomplish this. Tom had said that it would take about \$10,000 to purchase the equipment and that Public Works employees could install it. Donna Hoff asked about the Khaki Weed problem in # 1 fairway and Steve said that the department would take the time to treat these weeds before they become more prevalent. Steve said all capital items were either ordered or close to being ordered.

ITEM 11 – OTHER COMMENTS AND QUESTIONS:

None

ITEM 12 – ADJOURNMENT:

The motion was made by Kathy Temple and seconded by Donna Hoff to adjourn the meeting of October 3rd, 2013. The vote was as follows:

Yes-Zeph Roberson, Mark Brewer, Dean Bair, Donna Hoff, Charles Cable, Kathy Temple

No-None

Absent-Dave Tawater, Daniel Johnson, Becky Thompson, Pat Pinkert

Meeting adjourned at 5:10 PM.

Minutes approved on behalf of the Golf Course Advisory Board by:



Dr. Dean Bair, Chairperson

The Monthly Golf Committee Report October 3, 2013 - 4:00pm - Lake Carlsbad Pro Shop Annex

This Report is given so that the Lake Carlsbad Golf Course Advisory Board is kept up to date on the number of rounds being played and the amount of monies collected for the city that are turned in at the end of each month. It has comparable numbers from the year before to the current year. The report also has a fiscal year data for comparing one year to the next.

The Monthly Stories:

September 2012 – We had 3,318 total rounds and I turned in \$12,915.00 for green fees and permits.

September 2013 – We had 3,367 total rounds (of these 832 were Par-3 rounds) and I turned in \$13,714.05 for green fees and permits.

There was a difference of 49 rounds up, and there was a difference of \$799.05 of revenue up from 2012 to 2013.

September was a strange month. It was very warm for September and so much rain in a short amount of time. We needed it. We had two days without much business due to the rain, which is why our rounds and revenues were not on the same pace as the rest of the months this year. We managed to generate more rounds and revenues than last September.

Fiscal Years Beginning July 1st, 2012- 2013 – Ending September 30th, 2013 - 2014:

Comparing Fiscal Years ending June 30th 2013 and 2014 the rounds of golf being played is 13,293 up 1,883 total rounds. The Revenue is \$52,301.55 up \$5,425.45 over last year at this time. (The Par 3 had a total of 3,023 rounds, which are included in the total rounds)

October is here. It should be a good month as far as rounds of golf being played. The weather is hard to predict. If it is warm and not very much wind we should see the same numbers as last year. If it is cold and windy we will have less. Hunting season has started, and it has always hampered our play, but maybe this year, with so many new golfers we might see an increase. We have some events planned so we should see the same amounts of rounds and revenues as last year.

Upcoming Events:

October 5 th	The Intrepid Potash Company Scramble	8am shotgun
October 19 th	Three Person Fall Back Scramble	9am shotgun
November 2 nd	The Annual 27 Hole Trick or Treat Scramble	8:30am shotgun

Attachment 2

OCTOBER 2013

GOLF COURSE WEEKLY MAINTENANCE SCHEDULE

- GREENS: CUTTING HEIGHT AT .150. ALTERNATING MOWING AND ROLLING. WATERING EVERY NIGHT. BECAUSE OF MANPOWER SITUATION ROLLING IS NOT BEING PERFORMED EVERY OTHER DAY.
- TEE BOXES: CUTTING HEIGHT AT ONE HALF INCH. CUTTING HEIGHT .5 INCHES. MOWING TWICE A WEEK. BECAUSE OF MANPOWER SITUATION MOWING ONLY ONCE A WEEK. WATERING FIVE TIMES A WEEK.
- FAIRWAYS: MOWING THREE DAYS A WEEK. CUTTING HEIGHT SEVEN EIGHTHS OF AN INCH. WATERING TWO TIMES A WEEK.
- FRINGES: CUTTING HEIGHT THREE EIGHTHS OF AN INCH. MOWING TWICE A WEEK. (AT THIS TIME ONCE A WEEK)
- ROUGHS: MOWING AS NEEDED. MOWING AS TIME PERMITS. PLEASE STAY OUT OF NATIVE ROUGHS WITH CARTS.

MONTHLY MAINTENANCE SCHEDULE

- FIRST WEEK IN OCTOBER: FINISH TOPDRESSING GREENS. BEGIN OVERSEEDING TEES AND FRINGES.
- SECOND WEEK IN OCTOBER: FINISH TOPDRESSING TEES AND FRINGES.
- THIRD WEEK IN OCTOBER: APPLY AQUADUCT, DEFENDER 42, MAXGROW, NUTROL/FAZER AND UREA 46-0-0 TO ALL GREENS.
- LAST WEEK IN OCTOBER: VERTICUT GREENS AND LIGHTLY TOPDRESS.
- ALL OF OCTOBER: AS GROWTH SLOWS, ALL LEAKS WILL BE REPAIRED.