

MINUTES OF REGULAR MEETING OF THE GOLF COURSE ADVISORY BOARD OF  
THE CITY OF CARLSBAD, NEW MEXICO, HELD AT CARLSBAD MUNICIPAL GOLF  
COURSE ANNEX JULY 7<sup>TH</sup>, 2022 AT 4:00 P.M.

Voting Members Present:

Jack Litschke	Chairperson
Kathy Temple	Member
Mike Fulkerson	Member
John Caraway	Member
Dean Bair	Member
Becky Thompson	Member
Janie Martin	Member
Steve Hendley	Member
Dave Guerin	Member

Voting Members Absent:

Zeph Roberson	Member
Paul Cox	Member

Ex-Officio Members Present:

None

Ex-Officio Members Absent:

None

Others Present:

Ted Cordova	Community Development Director
Kyle Boatman	Golf Course Superintendent
Chris Cordova	Pro Shop Manager

**ITEM 1 - ROLL CALL OF VOTING MEMBERS AND DETERMINATION OF QUORUM:**

Roll call of those present was taken by K. Boatman. It was determined that a quorum was present.

**ITEM 2 – APPROVAL OF AGENDA OF REGULAR MEETING ON JULY 7<sup>TH</sup>, 2022:**

The motion was made by Kathy Temple and seconded by Steve Hendley to approve the Agenda of the July 7<sup>th</sup>, 2022 meeting. The vote was as follows:

Yes- Bair, Caraway, Fulkerson, Thompson, Martin, Hendley, Guerin, Temple, Litschke

No- None

Absent- Roberson, Cox

**ITEM 3 - APPROVAL OF MINUTES OF REGULAR MEETING HELD JUNE 2<sup>ND</sup>, 2022:**

The motion was made by Mike Fulkerson and seconded by Dean Bair to approve the minutes of the regular meeting held on June 2<sup>nd</sup>, 2022. The vote was as follows:

Yes- Bair, Caraway, Fulkerson, Thompson, Martin, Hendley, Guerin, Temple, Litschke

No- None

Absent- Roberson, Cox

#### **ITEM 4- REPORT FROM TED CORDOVA:**

T. Cordova informed the board that the new rental cart fleet is still expected to come in September or October. T. Cordova also let the board know that the Pro Shop would be hired additional help. J. Caraway asked if there was abuse or damage of the rental carts. T. Cordova informed him that damage to the carts is minimal. J. Litschke asked if cart signs could be added to the fairways. K. Boatman said he could look into getting cart signs. J. Litschke asked if GPS would help with flat tires on the carts. C. Cordova told him the cost of plugging a tire is very minimal and would not justify the cost of the GPS. T. Cordova informed the board the Pro Shop now has their own budget and that more inventory will be coming in. T. Cordova also informed the board that it was approved to furnish the back room. D. Bair asked if that included furniture for the outside patio. C. Cordova said it would just depend on what is left once the inside is fully furnished. D. Bair asked about the driving range improvements. T. Cordova informed him that they added more money to the fund. S. Hendley said he would rather have the irrigation system be upgraded instead of adding to the driving range.

#### **ITEM 5- REPORT FROM KYLE BOATMAN:**

K. Boatman went over his report. D. Bair asked about the remaining tree stumps. K. Boatman said he was trying to get it contracted out to get all the stumps pulled and the rest of the trees hauled off. J. Litschke asked about the stump on #2 tee box. K. Boatman told him that he has a quote for it and a replacement tree. D. Bair asked about Aquactic Consultants. K. Boatman informed him that they gave him a quote for new fountains and that they are wanting to add fountain maintenance to the current contract with the ponds. J. Caraway asked how many trees were lost in the storm. K. Boatman told him they lost 10 trees total.

#### **ITEM 6- REPORT FROM PRO SHOP:**

C. Cordova went over the transaction details for the month of June. Cart Rentals totaled \$23,760, greens fees totaled \$19,337, there were 30 new memberships that totaled \$3,865, driving range balls totaled \$5,162, merchandise totaled \$25,756.50, alcohol totaled \$10,745 and tournament fees totaled \$9,450. The total revenue for May was \$125,708.50.

C. Cordova informed the board that they are constantly working with new vendors for inventory. J. Litschke asked about rental sets. C. Cordova said they had new rental sets and one kids set.

#### **ITEM 7 – HANDOUT RULES AND REGULATIONS FOR REVIEW:**

J. Litschke handed out the Rules and Regulations and asked the board to take them home and review and make corrections or additions and bring them to the next meeting.

**ITEM 8 – ADJOURNMENT:**

The motion to adjourn was made by John Caraway and seconded by Steve Hendley. The vote was as follows:

Yes- Bair, Caraway, Fulkerson, Thompson, Martin, Hendley, Guerin, Temple, Litschke

No- None

Absent- Roberson, Cox

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

A handwritten signature in cursive script, appearing to read "J. Litschke", is written over a horizontal line. The signature is fluid and somewhat stylized.

Jack Litschke, Chairperson