

MINUTES OF REGULAR MEETING OF THE GOLF COURSE ADVISORY BOARD OF  
THE CITY OF CARLSBAD, NEW MEXICO, HELD AT CARLSBAD MUNICIPAL GOLF  
COURSE ANNEX MARCH 1<sup>ST</sup>, 2023 AT 4:00 P.M.

Voting Members Present:

Jack Litschke	Chairperson
Mike Fulkerson	Member
Dave Guerin	Member
John Caraway	Member
Dean Bair	Member
Steve Hendley	Member
Janie Martin	Member
Kathy Temple	Member
Becky Thompson	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 MARCH 1<sup>ST</sup>. 2023:**

The motion was made by Dean Bair and seconded by John Caraway to approve the Agenda of the March 1<sup>st</sup>, 2023 meeting. The vote was as follows:

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

No- None

Absent- Cox, Roberson

**ITEM 3 - APPROVAL OF MINUTES OF REGULAR MEETING HELD JANUARY 4<sup>TH</sup>, 2022:**

The motion was made by Dave Guerin and seconded by John Caraway to approve the minutes of the regular meeting held on January 4<sup>th</sup>, 2022. The vote was as follows:

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

No- None

Absent- Cox, Roberson

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

T. Cordova informed the board that they have received proposals for the irrigation on the golf course. T. Cordova said he is hoping to get the construction documents and holes 1, 18 and the driving range done this next fiscal year. He also told the board they are also looking for funding from the Water Trust Board. J. Litschke asked if the same mainline would remain the same. K. Boatman said the pump house and mainline would stay the same. T. Cordova also informed the board that the driving range project would be starting in the next couple months. M. Fulkerson asked about the tournament software. C. Cordova said they are working with finance to get the new software. T. Cordova also informed the board that they are sending Randall from the garage to get training to be able to work on the rental golf carts. J. Caraway asked about the tee box on #1 on the par 3. K. Boatman told him he is ordering the material to get the irrigation fixed. K. Boatman let the board know the new tee box signs, ball washers and benches are currently being built then will be installed.

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

K. Boatman went over his report. D. Bair asked if maintenance would be asking for another employee. K. Boatman said he will be requesting extra personnel.

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

C. Cordova went over the transaction details for the month of February. Cart Rentals totaled \$12,795, greens fees totaled \$13,994, there were 85 new memberships that totaled \$21,847, driving range balls totaled \$2,463, merchandise totaled \$36,210.50, alcohol totaled \$6,782, and tournament fees totaled \$5,375. The total revenue for December was \$99,466.50.

**ITEM 7 - ADJOURNMENT:**


The motion to adjourn was made by Mike Fulkerson and seconded by Zeph Roberson. The vote was as follows:

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

No- None

Absent- Cox, Roberson

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



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Jack Litschke, Chairperson