

MINUTES OF REGULAR MEETING OF THE GOLF COURSE ADVISORY BOARD OF  
THE CITY OF CARLSBAD, NEW MEXICO, HELD AT CARLSBAD MUNICIPAL GOLF  
COURSE ANNEX DECEMBER 6<sup>TH</sup>, 2023 AT 4:00 P.M.

Voting Members Present:

John Caraway	Member
Zeph Roberson	Member
Janie Martin	Member
Becky Thompson	Member
Dean Bair	Member
Dave Guerin	Member
Paul Cox	Member
Kathy Temple	Member

Voting Members Absent:

Jack Litschke	Chairperson
Steve Hendley	Member
Mike Fulkerson	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 DECEMBER 6<sup>TH</sup>.**

**2023:**

The motion was made by Dean Bair and seconded by Zeph Roberson to approve the Agenda of the December 6<sup>th</sup>, 2023 meeting. The vote was as follows:

Yes- Caraway, Guerin, Martin, Thompson, Roberson, Cox, Temple, Bair

No- None

Absent- Litschke, Hendley, Fulkerson

**ITEM 3 - APPROVAL OF MINUTES OF REGULAR MEETING HELD NOVEMBER 1<sup>ST</sup>, 2023:**

The motion was made by Zeph Roberson and seconded by Dean Bair to approve the minutes of the regular meeting held on November 1<sup>st</sup>, 2023. The vote was as follows:

Yes- Caraway, Guerin, Martin, Thompson, Roberson, Cox, Temple, Bair

No- None

Absent- Litschke, Hendley, Fulkerson

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

T. Cordova informed the board that the driving range structure is ongoing. T. Cordova also told the board that the new sewer line was being worked on for the Pro Shop. He informed them that they are running a new sewer line that will also add new bathrooms in the outside locker rooms as well as the bathrooms inside. T. Cordova said the sewer line outside would take about eight days for completion. T. Cordova told the board that once the outside line was finished they would begin the work inside the Pro Shop and that the golf course operations would not be affected by the construction. T. Cordova informed the board that they were currently working on the new bathroom structure for hole #16. He also told the board that they are working on getting all the material for lighting the par 3 course.

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

K. Boatman went over his report.

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

C. Cordova went over the transaction details for the month of November. Cart Rentals totaled \$16,890, greens fees totaled \$17,083, there were 5 new memberships that totaled \$423, driving range balls totaled \$2,799, merchandise totaled \$34,438, alcohol totaled \$7,486, and tournament fees totaled \$3,585. The total revenue for November was \$82,704.

**ITEM 7 – ADJOURNMENT:**

The motion to adjourn was made by Kathy Temple and seconded by Becky Thompson. The vote was as follows:

Yes- Caraway, Guerin, Martin, Thompson, Roberson, Cox, Temple, Bair

No- None

Absent- Litschke, Hendley, Fulkerson

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

A handwritten signature in black ink, appearing to read 'J. Litschke', written over a horizontal line.

Jack Litschke, Chairperson