

**City of Albuquerque**  
**Municipal Golf Advisory Board**  
**Agenda**  
**16, February 2023, 3:00-4:30 pm**  
**Ladera Banquet Room**

1. Meeting is called to order and roll taken (3:00-3:01)
2. Motion – co chairs will stay the same
3. Introductions (3:02-3:03)
4. Review of minute (last meeting October 20, 2022) (3:04-3:05)
5. Public Comments (3:06-3:10)
6. Golf Management reports and updates (3:11-3:30)
  - a. Personnel updates
  - b. Rounds and Revenue Report
  - c. Current Projects
7. Concessionaires Comments (3:31-3:35)
8. Advisory Board Comments (3:36-4:00)
  - a. Election of 2023 Board Chair
9. Old Business (4:01-4:10)
  - a. Rates -final rate sheet
  - b. Lifetime Passes
  - c. Article 8- Duties of Board Section (D) Evaluate Policies and Procedures
10. New Business (4:11-4:25)
  - a. Golf Etiquette – Education
11. Next Meeting- Los Altos March 16, 2023

**City of Albuquerque**  
**Municipal Golf Advisory Board Minutes**  
**Meeting Held 1/19/2023**  
**Location: Arroyo Del Oso Administration Offices**

In attendance			
Denise Foor	ADO Women's	Dave Salas	COA, Golf Management
	ADO Men's	Melissa DeHerrera	COA, Golf Management
Dan Turnham	Los Altos Men's	Gabriel Moreno	COA, Golf Management
	Los Altos Women's		
	Ladera Women's		
	Ladera Men's		
Regine Dubay	PDS Women's		
Mark Holman	PDS Men's		
	Youth Golfers		
Barbara Lail	Senior Golfers		
Deb Thrall	At Large		
	PDS Concessionaire		
	Los Altos Concessionaire		
	Ladera Concessionaire		
Tony Hidalgo	Arroyo Del Oso Concessionaire		

Meeting was called to order at 3:04pm by Deb Thrall

**Introductions**

Deb Thrall opened the Golf Advisory Board (GAB) meeting dialogue. We went around having self-introductions of everyone in attendance which included: Board Members and City Staff.

**Minutes**

The rates for the 18-hole rates and the dam 9 will remain the same. Dan Turnham said that it was the LA rough mower, not the PDS mower. Correct the sentence under new business to

read the “board will request Sun Country” Minutes are accepted Denise motioned and Barbara accepted.

### **Public Comments**

**No Public comments**

### **Golf Management Reports and Updates**

#### **Personnel Updates**

**Dave Salas reported:**

- M14 Supervisor Los Altos Vacant posted, reposted and will need to repost. No candidates were qualified. He is trying to get it changed to a higher category.
- GC Maint. Worker are in approval process and we will hear from HR when they are on boarding. Equipment Operator LD, promotional with in.
- B32 Building Maintenance will be retiring end of January 2023. Advertisement will post when vacant.

Dave stated the future projects are:

**Capital Outlay –**

- LD Plan and design of: 525k
  - Cantina In final design
  - New exit door at Proshop
  - Electrical to gazebo
  - Still in Planning concept drawing, 525k will cover cantina, additional funding being requested for the other projects.
- PDS Plan and design of: 100k
  - Building improvements
  - Outdoor seating improvements
  - Still in Planning/No movement
  - In FY 24 Geo Bond Request
- Los Altos plan and design of: 50k
  - Outdoor seating improvements
  - Still in Planning no movement/ No movement
- GO Bond 1M
  - Parking lot lights LA in planning/ Setting bollards in February
- Current Projects:
  - Quotes for ADO wreck Design 100% complete Construction to begin 01/31/2023
  - Intrusion Alarms ADO, LA and PDS. ADO and LA and PDS wired, waiting on phone lines for PDS and LA. ADO and PDS complete, system installed just waiting on phone line for monitoring.

- LD -Pond - Drain #9 and reline
- Golf App is active and more content will be downloaded on February 1, 2023
- Validation of City Passes
- RFP is out and will close January 31, 2023

**Completed Projects:**

- Repair of Canopy at Ladera
- Culvert along #8 drain,
- Parking lot lights PDS

**Rounds and Revenue**

**Gabe Moreno reported:**

**December 2022 Info for the upcoming January 19<sup>th</sup> Golf Advisory Board Meeting at the Golf Management Office**

For monthly comparisons from November 2022 to December 2022 we were down **-27.17% or -3,278** rounds, down **-15.60% or -\$31,327** in green fee revenue, up **63.75% or \$18,371** in pass revenue, and down **-5.64% or -\$12,956** in total revenue.

Comparing FY23 to FY22, we are down **-4.34% or -6,041** rounds, down **-3.13% or -\$67,588** in green fee revenue, down **-14.22% or -\$30,257** in pass revenue, resulting in us being down overall **-4.12% or -\$97,845** in total revenue.

For FY23 Golf Revenue as of December was **\$2,763,972.61** minus Expenses of **\$2,439,758.61** = **\$322,403.34** net profit

**January 2023 Info for the upcoming February 16<sup>th</sup> Golf Advisory Board Meeting at Ladera Golf Course**

For monthly comparisons from December 2022 to January 2023 we were down **-6.90% or -779** rounds, down **-23.91% or -\$38,750** in green fee revenue, up **34.77% or \$15,362** in pass revenue, and down **-11.34% or -\$23,388** in total revenue.

Comparing FY23 to FY22, we are down **-7.15% or -10,322** rounds, down **-5.51% or -\$124,467** in green fee revenue, down **-16.18% or -\$36,676** in pass revenue, resulting in us being down overall **-6.49% or -\$161,143** in total revenue.

For FY23 Golf Revenue as of January was **TBD** minus Expenses of **TBD** = **TBD** net profit. **Awaiting Fiscal Department to update Jan. 2023 Financials for the Revenue and Expenses spreadsheet to get this information.**



**NOTE: Net Profit Amount is estimated since Journal Entries are needed the following month after month end to correctly adjust COA and Concessionaire percentage splits.**

### **Concessionaire Comments**

**Colby Reddoch reported:** Colby was not in the meeting but did send in an email in response to reporting no break ins at LA since October 28th which was discussed at the last meeting. I will be meeting with Easy Picker at the PGA Show next week and hope to bring in a range machine for the driving range. We have of course been waiting for the new POS system to be installed as it will be compatible with the machine and can communicate with it so that customers can pay for range balls in the pro shop and receive a pin number to type in at the machine for their balls. We also hope that the customers will be able to use their credit card at the machine to pay for balls as well. The hope is to have this machine sometime this spring.

We have a new course rating for the new tee box on #14 we just need to finish hole handicap allocations by working with the men's golf association.

### **Golf Advisory Board (GAB) Member Comments**

**Regine Dubai:** PDS is in bad shape. Asked about the new carts and who is paying for them and if they were electric or gas.

**Denise Foor reported:** Reported there was no improvements at PDS. Nothing was reported and all seems well.

**Dan Turnham reported:** 2 sets of tees on #14. Will one be removed? #14 Fairway needs to be moved back to the N/E and extend out towards the rough on the left, Tree needs to be removed from the landing. Few greens that need patching #9 and #15. Brass button, Shoe brushes at Proshop need to be replaced. #17 green stressed and ½ head. Los Altos putting green is dead due to someone walking on it while in frost.

**Mark Holman reported:** Can we get a no chipping sign redone at PDS. What's going on with irrigation / quality distribution and sod/chipping on dirt. What is the plan? PDS is in bad shape.

**Deb Thrall reported:** Mentioned we still do not have signs. Dave commented that there is some language that needs to be changed about ADA vs service animals.

Lifetime Passes - tabled until next meeting - Deb will read Policies and Procedures and report on the exact language.

Senior Representative – had nothing to report, but did ask if Sun Country was going to take over the Women's City tournaments.

YOC Cal Lanouette: Not in attendance

**Old Business**

**Rates** – Final rate sheet still not complete and ready for vote - Regine will send language that she had in her notes.

**Golf Etiquette** - tabled until next meeting

**Women's City Championship** – ADO woman's league had a cancellation on their start up meeting but are doing their best to communicate with Denise on issues

**New Business**

Golf Etiquette/Education will be tabled until next meeting 02/16/2023.

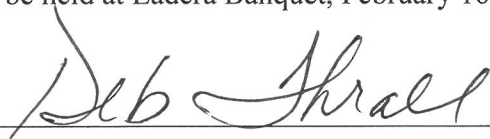
Article 8 – Duties of Board, what are the operational policies and procedures that we are to evaluate? Deb will read the policies and procedures and report at the next meeting.

GAB Venue - Can we change the ADO to Golf Management office permanently?

Meeting adjourned at 4:37 pm – Mark Holman Motioned, Dan Turnham second

Next Meeting will be held at Ladera Banquet, February 16, 2023

Approved by: \_\_\_\_\_



Deb Thrall/ Denise Foor



**City of Albuquerque**  
**Municipal Golf Advisory Board**  
**Agenda**  
**16, February 2023, 3:00-4:30 pm**  
**Ladera Banquet Room**

1. Meeting is called to order and roll taken (3:00-3:01)
2. Motion – co chairs will stay the same
3. Introductions (3:02-3:03)
4. Review of minute (last meeting October 20, 2022) (3:04-3:05)
5. Public Comments (3:06-3:10)
6. Golf Management reports and updates (3:11-3:30)
  - a. Personnel updates
  - b. Rounds and Revenue Report
  - c. Current Projects
7. Concessionaires Comments (3:31-3:35)
8. Advisory Board Comments (3:36-4:00)
  - a. Election of 2023 Board Chair
9. Old Business (4:01-4:10)
  - a. Rates -final rate sheet
  - b. Lifetime Passes
  - c. Article 8- Duties of Board Section (D) Evaluate Policies and Procedures
10. New Business (4:11-4:25)
  - a. Golf Etiquette – Education
11. Next Meeting- Los Altos March 16, 2023

**City of Albuquerque**  
**Municipal Golf Advisory Board Minutes**  
**Meeting Held 1/19/2023**  
**Location: Arroyo Del Oso Administration Offices**

In attendance			
Denise Foor	ADO Women's	Dave Salas	COA, Golf Management
	ADO Men's	Melissa DeHerrera	COA, Golf Management
Dan Turnham	Los Altos Men's	Gabriel Moreno	COA, Golf Management
	Los Altos Women's		
	Ladera Women's		
	Ladera Men's		
Regine Dubay	PDS Women's		
Mark Holman	PDS Men's		
	Youth Golfers		
Barbara Lail	Senior Golfers		
Deb Thrall	At Large		
	PDS Concessionaire		
	Los Altos Concessionaire		
	Ladera Concessionaire		
Tony Hidalgo	Arroyo Del Oso Concessionaire		

Meeting was called to order at 3:04pm by Deb Thrall

**Introductions**

Deb Thrall opened the Golf Advisory Board (GAB) meeting dialogue. We went around having self-introductions of everyone in attendance which included: Board Members and City Staff.

**Minutes**

The rates for the 18-hole rates and the dam 9 will remain the same. Dan Turnham said that it was the LA rough mower, not the PDS mower. Correct the sentence under new business to



read the “board will request Sun Country” Minutes are accepted Denise motioned and Barbara accepted.

### **Public Comments**

**No Public comments**

### **Golf Management Reports and Updates**

#### **Personnel Updates**

**Dave Salas reported:**

- M14 Supervisor Los Altos Vacant posted, reposted and will need to repost. No candidates were qualified. He is trying to get it changed to a higher category.
- GC Maint. Worker are in approval process and we will hear from HR when they are on boarding. Equipment Operator LD, promotional with in.
- B32 Building Maintenance will be retiring end of January 2023. Advertisement will post when vacant.

Dave stated the future projects are:

#### **Capital Outlay –**

- LD Plan and design of: 525k
  - Cantina In final design
  - New exit door at Proshop
  - Electrical to gazebo
  - Still in Planning concept drawing, 525k will cover cantina, additional funding being requested for the other projects.
- PDS Plan and design of: 100k
  - Building improvements
  - Outdoor seating improvements
  - Still in Planning/No movement
  - In FY 24 Geo Bond Request
- Los Altos plan and design of: 50k
  - Outdoor seating improvements
  - Still in Planning no movement/ No movement
- GO Bond 1M
  - Parking lot lights LA in planning/ Setting bollards in February
- Current Projects:
  - Quotes for ADO wreck Design 100% complete Construction to begin 01/31/2023
  - Intrusion Alarms ADO, LA and PDS. ADO and LA and PDS wired, waiting on phone lines for PDS and LA. ADO and PDS complete, system installed just waiting on phone line for monitoring.

- LD -Pond - Drain #9 and reline
- Golf App is active and more content will be downloaded on February 1, 2023
- Validation of City Passes
- RFP is out and will close January 31, 2023

#### **Completed Projects:**

- Repair of Canopy at Ladera
- Culvert along #8 drain,
- Parking lot lights PDS

### **Rounds and Revenue**

**Gabe Moreno reported:**

#### **December 2022 Info for the upcoming January 19<sup>th</sup> Golf Advisory Board Meeting at the Golf Management Office**

For monthly comparisons from November 2022 to December 2022 we were down **-27.17% or -3,278** rounds, down **-15.60% or -\$31,327** in green fee revenue, up **63.75% or \$18,371** in pass revenue, and down **-5.64% or -\$12,956** in total revenue.

Comparing FY23 to FY22, we are down **-4.34% or -6,041** rounds, down **-3.13% or -\$67,588** in green fee revenue, down **-14.22% or -\$30,257** in pass revenue, resulting in us being down overall **-4.12% or -\$97,845** in total revenue.

For FY23 Golf Revenue as of December was **\$2,763,972.61** minus Expenses of **\$2,439,758.61** = **\$322,403.34** net profit

#### **January 2023 Info for the upcoming February 16<sup>th</sup> Golf Advisory Board Meeting at Ladera Golf Course**

For monthly comparisons from December 2022 to January 2023 we were down **-6.90% or -779** rounds, down **-23.91% or -\$38,750** in green fee revenue, up **34.77% or \$15,362** in pass revenue, and down **-11.34% or -\$23,388** in total revenue.

Comparing FY23 to FY22, we are down **-7.15% or -10,322** rounds, down **-5.51% or -\$124,467** in green fee revenue, down **-16.18% or -\$36,676** in pass revenue, resulting in us being down overall **-6.49% or -\$161,143** in total revenue.

For FY23 Golf Revenue as of January was **TBD** minus Expenses of **TBD** = **TBD** net profit. **Awaiting Fiscal Department to update Jan. 2023 Financials for the Revenue and Expenses spreadsheet to get this information.**

**NOTE: Net Profit Amount is estimated since Journal Entries are needed the following month after month end to correctly adjust COA and Concessionaire percentage splits.**

### **Concessionaire Comments**

**Colby Reddoch reported:** Colby was not in the meeting but did send in an email in response to reporting no break ins at LA since October 28th which was discussed at the last meeting. I will be meeting with Easy Picker at the PGA Show next week and hope to bring in a range machine for the driving range. We have of course been waiting for the new POS system to be installed as it will be compatible with the machine and can communicate with it so that customers can pay for range balls in the pro shop and receive a pin number to type in at the machine for their balls. We also hope that the customers will be able to use their credit card at the machine to pay for balls as well. The hope is to have this machine sometime this spring.

We have a new course rating for the new tee box on #14 we just need to finish hole handicap allocations by working with the men's golf association.

### **Golf Advisory Board (GAB) Member Comments**

**Regine Dubay:** PDS is in bad shape. Asked about the new carts and who is paying for them and if they were electric or gas.

**Denise Foor reported:** Reported there was no improvements at PDS. Nothing was reported and all seems well.

**Dan Turnham reported:** 2 sets of tees on #14. Will one be removed? #14 Fairway needs to be moved back to the N/E and extend out towards the rough on the left, Tree needs to be removed from the landing. Few greens that need patching #9 and #15. Brass button, Shoe brushes at Proshop need to be replaced. #17 green stressed and ½ head. Los Altos putting green is dead due to someone walking on it while in frost.

**Mark Holman reported:** Can we get a no chipping sign redone at PDS. What's going on with irrigation / quality distribution and sod/chipping on dirt. What is the plan? PDS is in bad shape.

**Deb Thrall reported:** Mentioned we still do not have signs. Dave commented that there is some language that needs to be changed about ADA vs service animals.

Lifetime Passes - tabled until next meeting - Deb will read Policies and Procedures and report on the exact language.

Senior Representative – had nothing to report, but did ask if Sun Country was going to take over the Women's City tournaments.

YOC Cal Lanouette: Not in attendance

### Old Business

**Rates** – Final rate sheet still not complete and ready for vote - Regine will send language that she had in her notes.

**Golf Etiquette** - tabled until next meeting

**Women's City Championship** – ADO woman's league had a cancellation on their start up meeting but are doing their best to communicate with Denise on issues

### New Business

Golf Etiquette/Education will be tabled until next meeting 02/16/2023.

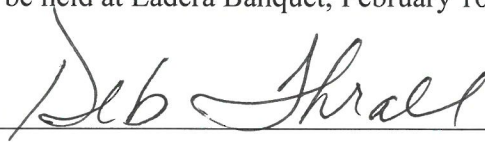
Article 8 – Duties of Board, what are the operational policies and procedures that we are to evaluate? Deb will read the policies and procedures and report at the next meeting.

GAB Venue - Can we change the ADO to Golf Management office permanently?

Meeting adjourned at 4:37 pm – Mark Holman Motioned, Dan Turnham second

Next Meeting will be held at Ladera Banquet, February 16, 2023

Approved by: \_\_\_\_\_



Deb Thrall/ Denise Foor