

**City of Albuquerque Municipal
Golf Advisory Board Agenda
September 17, 2024 3:00-4:30 pm
ADO Golf Management Admin Office**

1. Meeting is called to order and roll taken (3:00-3:01)
2. Introductions (3:02-3:03)
3. Review of minutes (last meeting September 17, 2024) (3:04-3:05)
4. Public Comments (3:06-3:10)
5. Golf Management reports and updates (3:11-3:30)
 - a. Personnel updates
 - b. Rounds and Revenue Report
 - c. Current Projects
6. Golf Course issues (3:31-4:00)
7. Old Business (4:01-4:10)
 - a) Women's City Tournament
 - b) Bylaws
 - c) Etiquette
8. New Business – (4:11-4:25)
Next Meeting- Ladera Banquet Room, November 14, 2024

**City of Albuquerque Municipal
Golf Advisory Board Minutes
Meeting Held 10/17/2024
Location: Los Altos Banquet Room**

In attendance

Denise Foor	ADO Women's	Dave Salas	COA, Golf Management
	ADO Men's	Henry Rodarte	COA, Golf Management
vacant	Los Altos Women's	Gabe Moreno	COA, Golf Management
vacant	Los Altos Men's	Melissa DeHerrera	COA, Golf Management
vacant	Ladera Women's		
vacant	Ladera Men's		
	PDS Women's	Claudia Melendrez	Public-zoom
	PDS Men's	Francis Forshaw	Public
	Youth Golfers		
	Senior Golfers		
Deb Thrall	At Large		
Kevin Richards	PDS Concessionaire		
Colby Reddoch	LA Concessionaire		
	LD Concessionaire		
	ADO Concessionaire		

The meeting was called to order at 3:00 pm by Denise Foor

Introductions

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

Minutes

Changes in the minutes are to include: no changes. Theresa motioned, and Deb seconded.

Public Comments

Dave stated the future projects are:

Capital Outlay

- LD Plan and design of 525k
 - Cantina, 99.9 % completed. Waiting on doors for the Banquet Room and Restrooms.
 - Night range lighting al LD, waiting on approval from the EPC approved zone change, EPC approved zone changes, HOA Appealed, new hearing to be set.
- PDS Plan and design of 100k
 - Met with Exer-play on outdoor seating and shade. Proposal to add a tee line similar to LD waiting on bids and pricing on seating and canopy. Completion Wintertime.
- LA plan and design of: 50k
 - Outdoor seating improvement – still no movement. We have monies that will cover the design but not the contractor.

GO Bond Projects Proposed: Ongoing

- Resurface Cafe counter tops/ lighting at ADO, GSD (General Service Dept) is looking to Remodel to a more modern updated look, this will not come out of the Golf budget. Fall of 24 to get started.
- Replace north windows in banquet room LD Received quote, DMD is scheduling with the contractor to get started in January 2025. Glue up falling wallpaper around walls in the banquet room.
- Update Network to maintenance building LA- No movement yet, communications with A-Com need to be scheduled this week, with completion in October 2024.
- Carpeting at the LA Pro Shop, postponed until late December 2024.

- Paint is almost done at PDS Proshop and quotes will be done soon for the carpet replacement.
- The PDS tile is in bad shape and there is a chunk of concrete gone in front of the counter, a mat covers this.
- Soil and water amendments underway, Irrigation distribution improvements over winter months, and seeding to continue in spring PDS - Continual
- Procurement of golf course equipment, just waiting on Trucks.
- Current Projects:
 - Clean up of courses due to heavy rains/winds continual cleanup. Willow on #8 is still on Course, just waiting to take it down.
 - Seeding of PDS continual project, starting a program of top sand dressing, fairways, and tees this coming week.
 - The gazebo at ADO is 100% filled. Week of the 23rd Antonio Flores will be replacing the handrails. The Gazebo should be usable by next week
 - System installed just waiting on the phone line for monitoring LA maintenance shop. Waiting on transmitter from A-com.
- Projects on hold

Dave Salas reported:

- Applications for the E16 Golf Manager at LA will be reposted once reclassified from M14.
- Assistant Supervisors (2) LA and ADO, closed and interviewed, paperwork downtown for approval, these were internal employees.
- Equipment Operator at LD will be reposted.
- Golf Course Maintenance workers (3) closed and waiting on applications.
- Superintendent will retire on 11/15/2024 and Asst. The superintendent will retire on 10/18/2024.

Gabe Moreno reported:

August 2024 information from the September 19th Advisory Board Meeting at the Los Altos Banquet Room

Comparing FY25 to FY24, we are up **8.63% or 4,854** in total in rounds, up **3.96% or \$36,654** in total in green fee revenue, up **15.14% or \$9,514** in total in pass revenue, resulting in being up overall **4.67% or \$46,168** in total revenue to complete FY24.

For prior month comparisons from July 2024 to August 2024 we were down **-5.67% or -1,606** in total in rounds, down **-4.23% or (\$19,480)** in total in green fee revenue, down **-28.68% or (\$9,076)** in total in pass revenue, and down **-5.79% or (\$28,556)** in total in total revenue.

For Fiscal Year month comparisons from FY25 August to FY24 August we were up **4.95% or 1,402** in total in rounds, up **2.43% or 11,205** in total in green fee revenue, down **-1.93% or (\$624)** in total in pass revenue, and up **2.15% or \$10,581** in total in total revenue.

For the completed FY25 Golf Revenue was \$ 1,302,602.48 minus Expenses of (\$ 801,739.43) = \$ 500,863.05 net profit through August 2024.

NOTE: Net Profit/Loss Amount is estimated since Journal Entries are needed the following month after month end to correctly adjust COA and Concessionaire amounts based on percentage splits of each inventory or service item.

OLF ROUNDS TOTALS FOR LAST 6 Fiscal Years:

FY24- 270,329

FY23- 257,931

FY22- 264,114

FY21- 258,839

FY20- 196,722 Closed Mar. 25th – Apr. 30th COVID

FY19- 196,928

September 2024 information for the upcoming October 17th Advisory Board Meeting at the Golf Management Office

Comparing FY25 to FY24, we are up **9.40% or 7,590** in total in rounds, up **5.85% or \$77,276** in total in green fee revenue, up **16.14% or \$15,324** in total in pass revenue, resulting in being up overall **6.54% or \$92,600** in total revenue to complete FY24.

For prior month comparisons from August 2024 to September 2024 we were down **-9.21% or -2,508** in total in rounds, down **-8.74% or (\$37,948)** in total in green fee revenue, up **16.55% or \$6,276** in total in pass revenue, and down **-6.71% or (\$31,671)** in total in total revenue.

For Fiscal Year month comparisons from FY25 September to FY24 September we were up **11.17% or 2,736** in total in rounds, up **10.33% or 40,622** in total in green fee revenue, up **18.09% or \$5,810** in total in pass revenue, and up **10.91% or \$46,432** in total in total revenue.

For the completed FY24 Golf Revenue was \$ 1,868,185.52 minus Expenses of (\$ 1,215,507.00) = \$ 652,678.52 net profit through September 2024. **Additional revenues and expenses may still post after this information was gathered in early October so amounts may change net profit total.**

NOTE: Net Profit/Loss Amount is estimated since Journal Entries are needed the following month after month end to correctly adjust COA and Concessionaire amounts based on percentage splits of each inventory or service item.

Arroyo Del Oso issues:

1. Trees need to be trimmed on the cart path
2. Dam 9 #3 dead tree needs to be removed
3. recess sprinkler heads on #1 on 18 on the fairway (Reg or Dam)?
4. flag the wet spots
5. #17 forward tees broken rail road ties/ will be putting reg aerification plugs for the wash

Ladera issues:

1. Silver Tee boxes were moved to match the cards. Address the unlevel tees, compared to SCAGA- This will be a winter project.
2. #3 and #12 the silver tee boxes are sloping, will get with Vince Sena. This is a Winter project.

Puerto Del Sol issues:

1. Finishing up the striping North end of the parking lot, after it is repaved. Follow up with Kenny Ortiz striping as it's not scheduled as of yet. Dave will follow up no correspondences may have to be paid out of budget. There still has been no movement.
2. Fencing is an ongoing issue, will reweld the holes in the fencing.
3. ADA compliance Signage by register and lower gate for help getting uphill. 2 Signs were ordered, and will be placed in October 2024.
5. Young trees are growing, planters by the restrooms look bad, and ponderosa is dead on #7. Winter work
6. #6 The drain by the Apartments needs to be pushed down – winter work
7. Range ball quality is bad. Needs nets added when we get funds on the #2

Los Altos issues:

1. Bike path restriping, is not done yet. Gates are temporarily closed due to construction. They are doing something on phase 2 west of the state park and the swimming pool. It used to be the old satellite. All bollards are painted, and 35 Synthetic bumpers are going to be placed for parking
2. Prairie Dogs Pals have been coming out and are still being harvested/relocated.
3. Can netting be raised near driving range to prevent range balls from hitting cars? Monies will need to be discussed with fiscal.
4. Dead tree ex #1 on the left big willow – TBD
5. Executive Course damage on Greens—signs posted on irrigation issues. Alpha Southwest will need to rebuild the VFD Chip and CPU. The ETA for fixing this is TBD. LA grounds crew is doing an excellent job keeping the course up to date, they saved the course and had it ready for the Men's City Tournament.

Concessionaire Comments—

LA/PDS Colby—Just waiting on installing carpet for the Pro Shop, this will be done in Winter. The banquet room and Café are complete and looks good. Certificate of Occupancy at Puerto del Sol is in the works and should be in place by next month. Jr PGA golf program is still ongoing. Lots of tournaments in play.

PDS Kevin Richards -- Getting good reviews on how PDS is doing. The Golf Manager and crew are doing a tremendous job. Small baskets and range balls are the two things that get stolen all the time. The only issue with big tournaments PDS only has 22 golf carts that can accommodate 44 people, there is not enough room to house any more carts. Any suggestions on building a remodel for the pro shop to up sales on food?

Barbara Lail Senior Representative: Nothing to report

Youth on Course: Nothing to report

General Board Member Comments –

- Multiple concerns on the POS credit card sales, waiting on pricing from 3 vendors to see if we can change the POS system. Meeting on Tuesday with NBC Sports to present their POS products. ADO Admin has a new printer in the office that can print badges with players' pictures, and a new express lane, May be possible to allow for a new swipe express lane check-in for walking pass holders
- New sand will be raked in the bunkers during the wintertime
- Camera access? Real-Time Crime Center and Dave and APD have access. Not for the public use. This will need to be forwarded to the interim when the superintendent retires. The concessionaire can call the real-time call center for footage.

Old Business:

- Rates-Last month Council approved a \$1.00 increase but we have not been told to impose those yet, will give 30-day notice once directed to do so.
- Ladera Lighting Project – removal of the application due to the new lighting requirements in the IDO. Will do a new application in the future will need to review the conditions and regulations in the IDO. Flores would like the physical presence of the GAB and a letter of support. This should happen within the next few months.
- Women's City Championship Tournament registration is out and people are signing up. - Advertisements have gone out through Sun Country NMAA.
- Bylaws - David Sanchez is starting a template of the bylaws.
- Etiquette - Dave found some old literature on golf etiquette, which may be a good idea to recirculate. Simple signs posted Honor/ Golf Etiquette

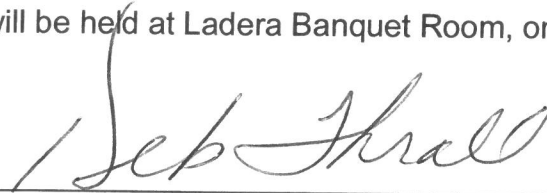
New Business:

1. New GAB Board Member Appointments- no update

The meeting adjourned at 4:37 pm – Denise Motioned, Deb second.

The next Meeting will be held at Ladera Banquet Room, on November 14, 2024

Approved by: _____

A handwritten signature in cursive script, appearing to read "Deb Thrall", is written over a horizontal line.

Deb Thrall/ Denise Foor

FY 2025 Golf Management Division - Rounds and Revenue

Fiscal Year 25	Arroyo del Oso		Ladera		Los Altos		Puerto del Sol		GMD		Total Green Fee Revenue	Total Golf Pass Revenue	Total Golf Pass & Green Fee Revenue			
	Rounds	Green Fee Revenue	Golf Pass Revenue	Rounds	Green Fee Revenue	Golf Pass Revenue	Rounds	Green Fee Revenue	Golf Pass Revenue	Rounds				Green Fee Revenue	Golf Pass Revenue	
July	10,616	\$ 191,379	\$ -	9,613	\$ 133,886	\$ -	7,260	\$ 113,164	\$ -	3,652	\$ 53,210	\$ -	40,719	\$ 491,439	\$ 40,719	\$ 532,158
August	9,766	\$ 177,137	\$ -	9,418	\$ 127,308	\$ -	7,089	\$ 116,944	\$ -	3,482	\$ 50,970	\$ -	31,643	\$ 471,959	\$ 31,643	\$ 503,602
September	9,939	\$ 173,625	\$ -	7,955	\$ 107,943	\$ -	6,276	\$ 105,647	\$ -	3,147	\$ 48,897	\$ -	37,919	\$ 434,012	\$ 37,919	\$ 471,931
October																
November																
December (Closed 25th)																
January																
February																
March																
April																
May																
June																
Total FY24	30,241	\$ 546,141	\$ -	27,798	\$ 388,937	\$ -	20,635	\$ 335,655	\$ -	10,231	\$ 150,677	\$ -	110,281	\$ 1,397,410	\$ 110,281	\$ 1,507,690

Comparing FY25 to FY24, we are up 9.40% or 7,590 in total in rounds, up 5.85% or \$77,276 in total in green fee revenue, up 16.14% or \$15,324 in total in pass revenue, resulting in us being up overall 6.54% or \$92,600 in total revenue.

For prior month comparisons from August 2024 to September 2024 we were down -9.21% or (2,508) in total in rounds, down -8.74% or (\$37,948) in total in green fee revenue, up 16.55% or \$6,276 in total in pass revenue, and down -6.71% or (\$31,671) in total in total revenue.

For Fiscal Year month comparisons from FY25 September to FY24 September we were up 11.17% or 2,736 in total in rounds, up 10.33% or \$40,622 in total in green fee revenue, up 18.09% or \$5,810 in total in pass revenue, and up 10.91% or \$46,432 in total in total revenue.

FY24 Golf Revenue was \$ TBD minus \$ TBD = \$ TBD net profit/net loss through September 2024.

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. Amounts are estimates based on Retrace and will finalized by Fiscal at following month end.

NOTE: Starting April 1, 2022, all Annual Pass Sales/Renewals are only done at the Golf Management Office causing Golf Pass Revenue to show up only in GMD.

FY25 vs FY24		FY25 vs FY24		
Rounds	Green Fee Revenue	Total Golf Pass Revenue	Total Revenue	
FY25	88,303	1,397,410	1,102,281	1,507,690
FY24	80,713	1,320,133	94,957	1,415,091
	9.40%	5.85%	16.14%	6.54%
	7,590	77,276	15,324	92,600
	-9.21%	-8.74%	-6.71%	-8.71%
	(2,508)	(\$37,948)	6,276	(\$31,671)
	11.17%	10.33%	18.09%	10.91%
	2,736	40,622	5,810	46,432

Fiscal Year 24	Arroyo del Oso		Ladera		Los Altos		Puerto del Sol		GMD		Total Rounds	Total Green Fee Revenue	Total Golf Pass Revenue	Total Golf Pass & Green Fee Revenue		
	Rounds	Green Fee Revenue	Golf Pass Revenue	Rounds	Green Fee Revenue	Golf Pass Revenue	Rounds	Green Fee Revenue	Golf Pass Revenue	Rounds					Green Fee Revenue	Golf Pass Revenue
July	9,412	\$ 179,279	\$ -	7,946	\$ 124,231	\$ -	6,637	\$ 112,102	\$ -	3,631	\$ 50,378	\$ -	30,581	\$ 465,990	\$ 30,581	\$ 496,571
August	9,971	\$ 172,786	\$ -	8,293	\$ 122,820	\$ -	6,283	\$ 114,266	\$ -	3,786	\$ 50,883	\$ -	32,287	\$ 460,754	\$ 32,287	\$ 493,021
September	8,460	\$ 151,853	\$ -	7,194	\$ 107,545	\$ -	5,609	\$ 88,739	\$ -	3,209	\$ 45,282	\$ -	32,109	\$ 383,289	\$ 32,109	\$ 425,489
October																
November																
December (Closed 25th)																
January (Closed Approx. 2:10 Days)																
February (Closed Feb. 10th & 11th)																
March																
April																
May																
June																
Total FY23	27,923	\$ 503,918	\$ -	22,436	\$ 354,586	\$ -	18,728	\$ 315,107	\$ -	10,626	\$ 146,512	\$ -	94,937	\$ 1,320,133	\$ 94,937	\$ 1,415,091
FY24	30,241	\$ 542,141	\$ -	27,798	\$ 388,937	\$ -	20,635	\$ 335,655	\$ -	10,231	\$ 150,677	\$ -	110,281	\$ 1,397,410	\$ 110,281	\$ 1,507,690
Details	2,318	\$ 38,223	\$ -	3,780	\$ 74,341	\$ -	1,907	\$ 20,548	\$ -	(799)	\$ 4,164	\$ -	15,324	\$ 17,276	\$ -	\$ 92,600

		FY25 vs. FY24			
		Rounds	Green Fee Revenue	Total Golf Pass Revenue	Total Revenue
FY25		88,303	1,397,410	\$ 110,281	\$ 1,507,690
FY24		80,713	1,320,133	\$ 94,957	\$ 1,415,091
		9.40%	5.85%	16.14%	6.54%
YTD Comparison FY25 to FY24		7,590	\$ 77,276	\$ 15,324	\$ 92,600
MTD FY25 Comparison from Prior Month (August 2024 to September 2024)		-9.21%	-8.74%	16.55%	-6.71%
		(2,508)	\$ (37,948)	\$ 6,276	\$ (31,671)
MTD Comparison to Prior FY Month (FY25 September to FY24 September)		11.17%	10.33%	18.09%	10.91%
		2,736	\$ 40,622	\$ 5,810	\$ 46,432

JULY - JUNE REVENUE FOR FY25

ACCOUNTING_PERIOD	(All)
ORGANIZATION	PR-Parks and Recreation Dept
ACCOUNT_TYPE	R
COMPLETE_PROGRAM	4500018 - PR-Golf Program

Sum of POSTED_TOTAL_AMT	LEDGER ACTUALS	FISCAL_YEAR		ACCOUNTING_MONTH
		2025		
		JULY	AUGUST	
COMPLETE_DEPARTMENT	COMPLETE_ACCOUNT	2025 Total		
4511001 - PR-Golf-Strategic Support		\$ (42,805.00)	\$ (33,250.00)	\$ (76,055.00)
4512006 - PR-Arroyo Del Oso-GF		\$ (227,781.81)	\$ (254,732.13)	\$ (482,513.94)
4512007 - PR-Ladera-GF		\$ (160,865.18)	\$ (164,841.54)	\$ (325,706.72)
4512008 - PR-Los Altos-GF		\$ (141,266.58)	\$ (154,829.67)	\$ (296,096.25)
4512009 - PR-Puerto Del Sol-GF		\$ (60,915.17)	\$ (61,315.40)	\$ (122,230.57)
Grand Total		\$ (633,633.74)	\$ (668,968.74)	\$ (1,302,602.48)

JULY - JUNE EXPENSES FOR FY25

ACCOUNTING_PERIOD	(All)
ORGANIZATION	PR-Parks and Recreation Dept
ACCOUNT_TYPE	E
COMPLETE_PROGRAM	4500018 - PR-Golf Program

Sum of POSTED_TOTAL_AMT	LEDGER ACTUALS	FISCAL_YEAR		ACCOUNTING_MONTH
		2025		
		JULY	AUGUST	
COMPLETE_DEPARTMENT	COMPLETE_ACCOUNT	2025 Total		
4511001 - PR-Golf-Strategic Support		\$ 83,678.63	\$ 75,810.46	\$ 159,489.09
4512006 - PR-Arroyo Del Oso-GF		\$ 62,207.90	\$ 163,231.11	\$ 225,439.01
4512007 - PR-Ladera-GF		\$ 63,993.84	\$ 64,144.10	\$ 128,137.94
4512008 - PR-Los Altos-GF		\$ 83,359.40	\$ 97,946.05	\$ 181,305.45
4512009 - PR-Puerto Del Sol-GF		\$ 29,017.99	\$ 78,349.95	\$ 107,367.94
Grand Total		\$ 322,257.76	\$ 479,481.67	\$ 801,739.43

FY25 Revenue Through August 2024 \$ 1,302,602.48
NET REVENUE \$ 1,302,602.48

FY25 Expenses Through August 2024 \$ (801,739.43)
NET EXPENSES \$ (801,739.43)

NET PROFIT Through August 2024 \$ 500,863.05

NOTE: Net Profit Amount is estimated since Journal Entries are needed the following month after month end to Not all Expenses have been received and entered so that number is still changing.

JULY - JUNE REVENUE FOR FY25

ACCOUNTING_PERIOD	(All)
ORGANIZATION	PR-Parks and Recreation Dept
ACCOUNT_TYPE	R
COMPLETE_PROGRAM	4500018 - PR-Golf Program

COMPLETE_DEPARTMENT	COMPLETE_ACCOUNT	LEDGER			2025 Total
		FISCAL_YEAR	ACCOUNTING_MONTH	ACTUALS	
		2025			
		JULY	AUGUST	SEPTEMBER	
4511001 - PR-Golf-Strategic Support		\$ (42,805.00)	\$ (33,250.00)	\$ (38,811.00)	\$ (114,866.00)
4512006 - PR-Arroyo Del Oso-GF		\$ (227,781.81)	\$ (254,732.13)	\$ (211,721.13)	\$ (694,235.07)
4512007 - PR-Ladera-GF		\$ (160,865.18)	\$ (164,841.54)	\$ (134,107.34)	\$ (459,814.06)
4512008 - PR-Los Altos-GF		\$ (141,266.58)	\$ (154,829.67)	\$ (127,114.67)	\$ (423,210.92)
4512009 - PR-Puerto Del Sol-GF		\$ (60,915.17)	\$ (61,315.40)	\$ (53,828.90)	\$ (176,059.47)
Grand Total		\$ (633,633.74)	\$ (668,968.74)	\$ (565,583.04)	\$ (1,868,185.52)

JULY - JUNE EXPENSES FOR FY25

ACCOUNTING_PERIOD	(All)
ORGANIZATION	PR-Parks and Recreation Dept
ACCOUNT_TYPE	E
COMPLETE_PROGRAM	4500018 - PR-Golf Program

COMPLETE_DEPARTMENT	COMPLETE_ACCOUNT	LEDGER			2025 Total
		FISCAL_YEAR	ACCOUNTING_MONTH	ACTUALS	
		2025			
		JULY	AUGUST	SEPTEMBER	
4511001 - PR-Golf-Strategic Support		\$ 83,678.63	\$ 75,810.46	\$ 52,601.20	\$ 212,090.29
4512006 - PR-Arroyo Del Oso-GF		\$ 62,207.90	\$ 163,231.11	\$ 142,850.36	\$ 368,289.37
4512007 - PR-Ladera-GF		\$ 63,993.84	\$ 64,144.10	\$ 44,354.48	\$ 172,492.42
4512008 - PR-Los Altos-GF		\$ 83,359.40	\$ 97,946.05	\$ 91,270.78	\$ 272,576.23
4512009 - PR-Puerto Del Sol-GF		\$ 29,017.99	\$ 78,349.95	\$ 82,690.75	\$ 190,058.69
Grand Total		\$ 322,257.76	\$ 479,481.67	\$ 413,767.57	\$ 1,215,507.00

FY25 Revenue Through September 2024 \$ 1,868,185.52
NET REVENUE \$ 1,868,185.52

FY25 Expenses Through September 2024 \$ (1,215,507.00)
NET EXPENSES \$ (1,215,507.00)

NET PROFIT Through September 2024 \$ 652,678.52

NOTE: Net Profit Amount is estimated since Journal Entries are needed the following month after month end to Not all Expenses have been received and entered so that number is still changing.