

**City of Albuquerque Municipal
Golf Advisory Board Agenda
September 19, 2024 3:00-4:30 pm
Los Altos Banquet Room**

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 August 15, 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- Arroyo Del Oso Golf Management Office, October 17, 2024

**City of Albuquerque Municipal
Golf Advisory Board Minutes
Meeting Held 9/19/2024
Location: Ladera Banquet Room**

In attendance

	ADO Women's	Dave Salas	COA, Golf Management
vacant	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		
Theresa Araiza- zoom	PDS Women's	Claudia Melendrez	Public-zoom
	PDS Men's	Francis Forshaw	Public
Cal – sent report	Youth Golfers		
	Senior Golfers		
Deb Thrall	At Large		
	PDS Concessionaire		
Colby Reddoch	LA Concessionaire		
	LD Concessionaire		
	ADO Concessionaire		

The meeting was called to order at 1:00 pm by Deb Thrall

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 to include: no changes Theresa motioned and Deb second.

Public Comments

Dave stated the future projects are:

Capital Outlay

- LD Plan and design of 525k
 - Cantina, 99.9 % completed. There was a broken glass and waiting for contractors to come in and fix it. Had inspections and waiting on the certificate of occupancy.
 - Night range lighting al LD, waiting on approval from the EPC approved zone change, HOA appealed, waiting for a new hearing to be set. Resubmit for another zone.
- 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 early September.
- 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.
- Fire Suppression System roof replacement at Cart Barn building is out of code and is quoted, to cost \$40,000 for an updated system. Electrical work began this week.
- 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.
- Replace Netting holes 3 and 14 LA Supplies are scheduled to come in on July 22, 2024. Will work on 3 then finish up 14. In process #3 is almost done.
- Update Network to maintenance building LA- No movement yet, communications with Gen tech and monitoring of the Alarm system.
- Carpeting at the LA Pro Shop, Banquet room, and Café is scheduled for early September 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, this is covered by a mat.
- 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 ADO has big branches that have fallen. Willow on #8 is damaged and will be taken down
 - Seeding of PDS continual project
 - Gazebo at ADO electrical and contractors will start to base fill the basement. Will take 5 to 6 weeks to fill due to the setting and curing of material.
- Projects on hold
 - System installed just waiting on the phone line for monitoring LA maintenance shop. ongoing

Dave Salas reported:

- Applications for the E16 Golf Manager have been selected and there were 2 internal processes with HR, these are for LA, ADO, and PDS. Once these are filled the LD will be posted for Golf Manager.
- PDS Utility Repairer internal was selected and will start in August 2024.
- Equipment Operator at ADO/LD interviews conducted. Recommendations were made and will be sent downtown
- Golf Course Maintenance workers will be put on the web for ADO/LA

Gabe Moreno reported:

I moved the July 2024 information to the top and added the August 2024 info. Revenue and Expenses with Net Profit/Loss will be prepared later in September by the Fiscal Director for the completed FY24 through August.

I also included the rounds information Deb requested at the last meeting below.

July 2024 information from the August 15th Advisory Board Meeting at the Ladera Banquet Room

Comparing FY25 to FY24, we are up **12.38% or 3,452** in total in rounds, up **5.46% or \$25,449** in total in green fee revenue, up **33.15% or \$10,138** in total in pass revenue, resulting in being up overall **7.17% or \$35,587** in total revenue to complete FY24.

For prior month comparisons from June 2024 to July 2024, we were down **-5.67% or -1,776** in total in rounds, down **-6.20% or (\$30,457)** in total in green fee revenue, down **-31.62% or (\$12,876)** in total in pass revenue, and down **-8.14% or (\$43,333)** in total in total revenue.

For Fiscal Year month comparisons from FY25 July to FY24 June, we were up **12.38% or 3,452** in total in rounds, up **5.46% or 25,449** in total in green fee revenue, up **33.15% or \$10,138** in total in pass revenue, and up **7.17% or \$35,587**

in total in total revenue.

For the completed FY25 Golf Revenue was **\$ 633,633.74** minus Expenses of **(\$ 285,839.89)** = **\$ 347,793.85 net profit** through July 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.

August 2024 information for the upcoming 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 FY24 Golf Revenue was **\$ TBD** minus Expenses of **(\$ TBD) = \$ TBD net profit/loss** through August 2024. The Fiscal Manager will calculate this information in late mid-late August so it will be added to September's GAB meeting minutes.

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.

GOLF 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

Arroyo Del Oso issues:

1. Moved tees, and extended the tee time back out.
2. Trees need to be trimmed on cart path
3. Dam 9 #3 dead tree needs to be removed
4. Sand traps on Dam 9 have rivets
5. recess sprinkler heads on #1 on 18 on the fairway
6. flag the wet spots
7. #16 has big puddles/ valve leak
8. #17 forward tees broken rail road ties/ will be putting reg aerification plugs for the wash
9. Marcos and crew are doing an excellent job on the course

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.
3. Tee box #8 needs old ball washer/shoe cleaner needs to be removed/replaced
4. #16 tee box flowers look beautiful

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. No signs have been posted as of yet. Melissa will get signs made.
4. #2, 8 are dry and show red spurge
5. Young trees are growing, planters by the restrooms look bad, and ponderosa is dead on #7.
6. #6 The drain by the Apartments needs to be pushed down
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 on phase 2 west of the state park and the swimming pool doing something. It used to be the old satellite.
2. Prairie Dogs Pals have been coming out and are still being harvested/relocated.
3. Netting on #3 – 60% has been relined. Stopped for a tree that needs to be pruned.
4. Can netting be raised near driving range to prevent range balls from hitting cars? Monies will need to be discussed with fiscal.
5. 35 Synectic bumpers are going to be placed for parking.
6. Dead tree ex #1 on the left big willow

Concessionaire Comments – Colby- Tournament went well on all Courses.
Complementing that Lorenzo and Crew are doing great. Certificate of occupancy is MIA and Fire Marshall is tracking it down for PDS.

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.
- New sand will be raked in the bunkers during the wintertime
- Camera access? Real-Time Crime Center and Dave have access. Not for the public.
- New printer, new express lane, new badges. May be possible to allow for a new swipe express lane check-in for walking pass holders.

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 - should be out this weekend rates set registration is ready to go.
- 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.

New Business:

1. New GAB Board Member Appointments

The meeting adjourned at 2:35 pm – Theresa Motioned, Deb second.

The next Meeting will be held at ADO Golf Management Office, on October 17, 2024

Approved by: *Deb Thrall*

Deb Thrall/ Denise Foor