

MINUTES OF SPECIAL CLOSED MEETING OF THE GOLF COURSE ADVISORY BOARD OF THE CITY OF CARLSBAD, NEW MEXICO, HELD AT MUNICIPAL BUILDING-OLD COUNCIL CHAMBERS ON NOVEMBER 2ND, 2017 AT 4:00 P.M.

Voting Members Present:

Dean Bair	Chairperson
Kenny Lawson	Member
Myrna Cournoyer	Member
Dave Tawater	Member
Zeph Roberson	Member
Bobbe Young	Member
John Caraway	Member
Daniel Johnson	Member
Charles Cable	Member
Kathy Temple	Member
Jack Litschke	Member

Voting Members Absent:

None

Ex-Officio Members Present:

John Heaton Jr.	Golf Professional
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Ex-Officio Members Absent:

Wesley Carter	City Council Member
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Board Secretary Present:

Kyle Boatman	Golf Course Superintendent
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Board Secretary Absent

None

Others Present:

Mike Hernandez	Deputy City Administrator
Steve Hendley	Sports and Rec Director
Matt Fletcher	Procurement Officer

ITEM 1 - ROLL CALL OF VOTING MEMBERS AND DETERMINATION OF QUORUM:

Roll call of those present was taken by Kyle Boatman. It was determined that a quorum was present.

ITEM 2 - CONSIDER APPROVAL OF STATEMENT REGARDING CLOSED SESSION HELD ON OCTOBER 25TH, 2017:

The motion was made by Daniel Johnson and seconded by Jack Litschke to approve the statement regarding the closed session held on October 25, 2017. The vote was as follows:

Yes- Dave Tawater, Myrna Cournoyer, Kenny Lawson, Zeph Roberson, Bobbe Young, Dean Bair, Daniel Johnson, Kathy Temple, Charles Cable, Jack Litschke, John Caraway

No-

Absent-

ITEM 3 - APPROVAL OF AGENDA OF REGULAR MEETING ON NOVEMBER 2ND, 2017:

The motion was made by Zeph Roberson and seconded by Kenny Lawson to approve the agenda of regular meeting held on November 2nd, 2017. The vote was as follows:

Yes- Dave Tawater, Myrna Cournoyer, Kenny Lawson, Zeph Roberson, Bobbe Young, Dean Bair, Daniel Johnson, Kathy Temple, Charles Cable, Jack Litschke, John Caraway

No-

Absent-

ITEM 4 - APPROVAL OF MINUTES OF REGULAR MEETING HELD ON OCTOBER 5TH, 2017:

The motion was made by Kenny Lawson and seconded by Myrna Cournoyer to approve the minutes of the regular meeting held on October 5th, 2017. The vote was as follows:

Yes- Dave Tawater, Myrna Cournoyer, Kenny Lawson, Zeph Roberson, Bobbe Young, Dean Bair, Daniel Johnson, Kathy Temple, Charles Cable, Jack Litschke, John Caraway

No-

Absent-

ITEM 5 - APPROVAL OF MINUTES OF SPECIAL CLOSED MEETING OF THE GOLF COURSE ADVISORY BOARD MEETING OF OCTOBER 25TH, 2017:

The motion was made by Jack Litschke and seconded by Zeph Roberson to approve the minutes of the special closed meeting of the golf course advisory board meeting of October 25th, 2017. The vote was as follows:

Yes- Dave Tawater, Myrna Cournoyer, Kenny Lawson, Zeph Roberson, Bobbe Young, Dean Bair, Daniel Johnson, Kathy Temple, Charles Cable, Jack Litschke, John Caraway

No-

Absent-

ITEM 6 - REPORT FROM JOHN A. HEATON, JR AND KYLE BOATMAN

See attachment 1 & 2

Dean Bair asked about the status of replaces the irrigation maintenance position. Kyle told him that they are currently taking application until Friday November 3, 2017. Kyle said after they get the application they will then set up interviews and will hopefully have a candidate submitted for the December City Council meeting. Dean asked if the new irrigation maintenance would be filled by someone already on the golf course crew. Kyle told him that it would not be. Kyle also informed the board that they would be losing Chris. Dave Tawater asked how many positions we had at the golf course. Kyle told him that they had 6. Dean asked if we had to wait until Chris is resigned to start the process of replacing him. Kyle told him that they did not and that the paperwork has already been submitted to replace him. Dave Tawater asked who can be called when they see a problem on the golf course. John Heaton told him to just call the Pro Shop and they would then get ahold of Kyle to get it taken care of. Myrna Cournoyer asked if we had received the water report from Aquatic Consultants. Kyle told her that they had received the report but have not been able to talk with them about it yet. Dave Tawater asked if there was any change in the budget this year compared to last year. Kyle said that there were no significant changes to the budget this year. Dave Tawater also asked if we knew what the deficit was for last year. Steve Hendley told him it was roughly \$600,000 to \$700,000.

ITEM 7 - CONSIDER APPROVAL TO CONVENE INTO CLOSED SESSION PURSUANT TO SECTION 10-15-1 H(6) FOR DISCUSSION OF GOLF COURSE MANAGEMENT RFP'S AND EVALUATING GRADING TOTALS:

The motion was made by Zeph Roberson and seconded by Bobbe Young to approve to convene into closed session pursuant to section 10-15-1 H(6) for discussion of golf course management RFP's and evaluating grading totals. The vote was as follows:

Yes- Dave Tawater, Myrna Cournoyer, Kenny Lawson, Zeph Roberson, Bobbe Young, Dean Bair, Daniel Johnson, Kathy Temple, Charles Cable, Jack Litschke, John Caraway

No-

Absent-

ITEM 8 - CONSIDER APPROVAL OF STATEMENT REGARDING CLOSED SESSION HELD ON NOVEMBER 2ND, 2017:

The motion was made by Zeph Roberson and seconded by Daniel Johnson to approve the statement regarding the closed session held on November 2nd, 2017. The vote was as follows:

Yes- Dave Tawater, Myrna Cournoyer, Kenny Lawson, Zeph Roberson, Bobbe Young, Dean Bair, Daniel Johnson, Kathy Temple, Charles Cable, Jack Litschke, John Caraway

No-

Absent-

ITEM 9 - CONSIDER APPROVAL OF RECOMMENDATION FOR RFP NO. 2017-31, GOLF SHOP MANAGEMENT SERVICES FOR LAKE CARLSBAD GOLF COURSE:

The motion was made by Dean Bair and seconded by Myrna Cournoyer to approve the recommendation of Wexford Golf for RFP No. 2017-31, golf shop management services for Lake Carlsbad Golf Course. The vote was as follows:

Yes- Dave Tawater, Myrna Cournoyer, Kenny Lawson, Zeph Roberson, Bobbie Young, Dean Bair, Daniel Johnson, Kathy Temple, Jack Litschke, John Caraway

No-

Abstain- Charles Cable

Absent-

ITEM 10 - ADJOURNMENT:

The motion was made by Zeph Roberson and seconded by Kenny Lawson to adjourn the regular meeting of November 2nd, 2017. The vote was as follows:

Yes-, Dave Tawater, Myrna Cournoyer, Kenny Lawson, Zeph Roberson, Bobbe Young, Dean Bair, Daniel Johnson, Kathy Temple, Charles Cable, Jack Litschke

No-

Absent-

Meeting adjourned at 5:20 PM.

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



Dr. Dean Bair, Chairperson



Kyle Boatman, Golf Course Superintendent



Steve Hendley, Sports and Recreation Director