

CITY OF AZTEC
COMMISSION WORKSHOP MINUTES
January 26, 2016

I. CALL TO ORDER

Mayor Burbridge called the meeting in to order at 5:00pm at the Aztec City Commission Room City hall 201 W. Chaco, Aztec NM.

MEMBERS PRESENT: Mayor, Sally Burbridge; Mayor Pro-Tem Sipe; Commissioner, Sheri Rogers; Commissioner, Katee McClure; Commissioner, Roberta Locke

MEMBERS ABSENT: None

OTHERS PRESENT: City Manager, Joshua Ray; General Services Director, Steve Mueller; City Clerk, Karla Saylor; Project Manager, Ed Kotyk

A. Aztec Municipal Golf Course Financials

Josh Ray, City Manager opened the workshop for discussion on the Aztec Municipal Golf Course Financials. He presented commission with a business plan for the golf course. Josh went over the plan with commission including the following:

- Executive Summary/Objectives/Mission
- Company Summary/Company Ownership/Products and Services
- Market Analysis Summary/Market Segmentation
- Strategy and Implementation/Marketing Survey/Competitive Edge/Sales Strategy/Sales Forecast/Direct Expenses
- Management Summary/Personnel Plan
- Financial Plan/Break-even Analysis/Projected Profit and Loss/Projected Cash Flow

Josh mentioned that Kathy sent out a email to commission with individual monthly reports for every month of the golf course. He mentioned that there was a breakdown on memberships, play, tournaments gift card sales, and pro shop sales. He mentioned that the Corporate memberships will start in January, the stay and play package and the tournament list. Josh provided numbers between March and December which would help commission to make a decision in the future about continuing to operate the course. Commission reviewed the business plan and wondered if this is to make money or is it more to provide a service to our citizens in the city and surrounding county. Also there were comments by commission made that this is viewed as a quality of life service and

the cost might be worth it to maintain such a community asset. Josh mentioned that he is optimistic about the upcoming budget due to new items being offered at the course.

B. Southside Water Contract

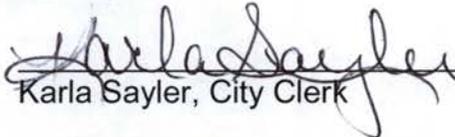
Josh mentioned that is to discuss a new contract with the City to purchase water for their users from Southside water users. Ron Hicks, Board President mentioned that the current contract is expired and they would like to negotiate a new contract with the city. Josh mentioned that he would schedule a meeting to meet with Mr. Hicks and get a draft contract in place and get it to commission for their review.

II. Adjournment

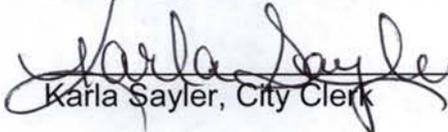
Mayor Burbridge adjourned the Workshop at 5:52 pm.

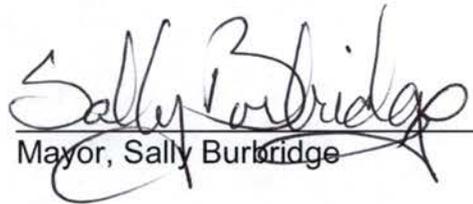


ATTEST:


Karla Sayler, City Clerk

MINUTES PREPARED BY:


Karla Sayler, City Clerk


Mayor, Sally Burbridge



**COMMISSISON
WORKSHOP**

ATTENDANCE SHEET

DATE: 1-26-16
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--- PLEASE PRINT---

NAME	ADDRESS OR AFFILIATION
STEVE MUMFORD	COA
Dolan George	COA
Mike HEAL	COA
Cotton Gray	COA
Rick KLIEN	
KATE SKINNER	COA
Pete HONMAN	COA
Rick Mitchell	South side water
Sandra Lanier	Business Owner
Sherlynn Morgan	COA
Susan Carter	owner of Aztec
Vaneji Nait	Aztec Chamber
Amanda Charvin	" "