



**City of Madera
Parks & Community Services**

Minutes of a Regular Meeting of the Golf Course Advisory Committee

**Monday, April 22, 2024
12:00 p.m.**

**Meeting/Conference Room
Madera Municipal Golf Course**

Members of the public may attend this meeting at Madera Municipal Golf Course. This meeting will also be available for public viewing and participation through Zoom. Members of the public may comment on agenda items at the meeting or remotely through an electronic meeting via phone by dialing (669) 900-6833 enter ID: #826 5989 9588. Comments will also be accepted via email at parksinfo@madera.gov or by regular mail at 205 W. 4th Street, Madera, CA 93637 Attention: Golf Course Advisory Committee.

Weblink:

<https://cityofmadera.zoom.us/j/82659899588?pwd=iT4rSB9lEHQOBHms9XhhG114eVapZM.1&from=addon>

Telephone Number: (669) 900-6833

Meeting ID: 826 5989 9588

CALL TO ORDER: The meeting was called to order at 12:03 p.m.

ROLL CALL:

Present:	Jose Rodriguez	City Councilmember
	Joseph Hebert	City Parks Director
	Dan Bacci	SGM Representative
	Chito Romero	Golfer At-Large Community Member
	Lisa Gill	Food and Beverage Director/Representative
	Karla Gran	Service Organization Representative

Absent:	Ed McIntyre	Non-Golfer/At-Large Community Member
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PUBLIC COMMENT:

The first fifteen (15) minutes of the meeting are reserved for members of the public to address the Committee on items of interest that are not on the Agenda and are within the subject matter jurisdiction of the Committee. Speakers shall be limited to three (3) minutes, and it is requested that no comments be made during this period on items on the Agenda. Members of the public wishing to address the Committee on items on the Agenda should notify the Chair when that Agenda item is called. The Committee is prohibited by law from taking any action on matters discussed that are not on the Agenda, and no adverse conclusions should be drawn if the Committee does not respond to public comment at this time.

No Public Comment was presented. Public Comment was closed.

APPROVAL OF MINUTES

Motion to approve minutes for the January 22, 2024 meeting by Joseph Heber, seconded by Chito Romero.

Motion was approved unanimously.

A. CAPEX PROJECT

A-1 Upcoming City Council Meeting

Joseph Hebert initiated the discussion on item A-1. He informed the committee that they will present at the next Council meeting on May 1st. The presentation will include a letter submitted to the Council by the Committee, a summary of the amount spent, the balance on the Capex budget, and estimated expenditures. Joseph and Dan presented the committee with a summary of future estimated costs that align with the letter.

Starting with the Assembly Building, tree roots, and external concrete have an estimated cost of \$10,000. External paint is TBD. Exit signage has been completed. The kitchen ceiling has also been completed. Mechanical units are estimated at \$210,000.

Lisa Gill mentioned that the previous quote, which included 6 double units, is no longer valid. Due to new California regulations, they should anticipate a 20% increase in cost, bringing the estimate to around \$40,000 per unit. Lisa mentioned that she would need clarification on the cost associated with each unit.

Dan Bacci calculated the total cost by multiplying seven units at \$30,000 per unit and then adding 20% to this cost, resulting in a total of \$210,000 plus the 20%.

The Council needs to decide whether to use existing funds, wait, or utilize money from the general fund, as suggested by Joseph Hebert.

Jose Rodriguez confirmed that, based on the report presented at the last Council meeting, the Council's suggestion and direction is to move forward with using general funds to exhaust the capital fund for which we have approval. Jose also inquired whether multiple bids and following the procurement process are required.

Joseph Hebert confirmed that this is the Council's direction to allocate funds to the general budget, clarifying that they are exempt from the procurement process.

Dan Bacci stated that he understands the need to proceed with the restroom remodel. The replacement of the HVAC units will be addressed immediately using the \$70,000 currently available in the capital fund for the current fiscal year. After July 1st, when the fund is

replenished, the remaining HVAC units will be replaced. Dan also mentioned that if they account for next year's contributions, there will be a small balance left for the restroom remodel, which might require the use of general fund monies. If we need to use funds from the general fund, we will seek guidance from the Council.

Lisa Gill mentioned that all the doors are completely off the hinges and will remain locked as they are not in operational condition. The estimated cost of replacing nine doors (seven French doors and two single doors) is approximately \$60,000.

Jose Rodriguez said that he holds two different roles: one as a City Council member and another as a Golf Course Advisory Committee member. He sees a capital asset that depreciates in value if it is not being maintained. He requests that they move forward with the work, and this is the reason why it is being presented to the council to get direction on making investments outside of what we have. As a landlord, it's in their interest to invest. The question is whether they want to use the general fund or not. He strongly feels that having a committee member present to represent on behalf of the committee will lead to a better outcome.

Joseph Hebert mentioned that he and Dan reviewed the list and needed more details about the doors. The bunker will be handled by SGM. The irrigation system is a significant expense and needs further clarification because the USGA report was vague.

Dan Bacci shared that they need specifics. Are they referring to pumps, wall-to-wall piping, heads, satellites, or the control system? There are so many components, and they can obtain quotes, but we require further clarification. There are two main components: the irrigation system and a delivery system that works as the heart of the system. The irrigation system includes piping, heads, controllers, and central computers. Both systems are over 30 years old.

Jose Rodriguez is referring back to the Council and suggesting that they decide whether to invest in the dwelling or make improvements. He quotes what was told to the community: "The City desired to provide the highest level of service to the community of Madera by providing an improved golf course and facility-related operations." He feels that if this statement can be brought to light, we can seek direction from the Council and let them decide what they want to do.

Dan Bacci's opinion is that the pump station is of great importance and should be upgraded rather than replaced. The pump station not only services the golf course but the fire suppression system is also tied to it. These systems are not connected to city services. If the pump station does not work during an emergency, the fire station would be unable to connect to it, rendering the fire suppression system ineffective.

Chito Romero believes that we should obtain quotes to replace the entire pump station and address the safety issues first. Why continue investing money in repairs when we know it's an old system that needs to be replaced?

Jose Rodriguez inquired about the availability of sand separators, to which Dan Bacci responded that there were none. There are no issues with sand in the irrigation system. The sprinklers are replaced as needed, and any malfunctioning items are constantly being replaced. While there are better options available, they tend to be more expensive. Eventually, the entire components will need to be replaced to re-map in the central computer for efficiency. There are areas mandated by the Governor to be removed from turf. If those heads are replaced with a part-circle head, a different head with a different radius is found to be more efficient.

Joseph Hebert suggested obtaining data to present, allowing for cross-referencing of facts.

Invasive grass and weeds are budgetary items for SGM. They have increased their budget but not their capital. They will take care of the weeds. The request to enhance practice facilities was vague.

Chito Romero has added a chipping area and tea boxes and improved the top of the driving range. However, better golf balls for practice are needed, as the current ones have dimples and are recycled. Chito also inquired about hitting nets, suggesting that having mats down to hit the nets would save the balls. However, it was noted that there is no revenue in this.

Lisa Gill mentioned that the driving range is not well-maintained. Expanding the green areas in the sections that are no longer being watered will prolong the life of the golf balls.

The committee's purpose is to identify and address important issues to ensure proper functioning, enhance features in the future, and increase the accessibility of range balls. It's clear that we can't accomplish everything overnight, but these are the key areas of focus.

Lisa Gill noticed on the City of Madera website that it's the City's responsibility to maintain the HVAC units. Due to the numerous complaints, she receives during rentals, she would like this issue addressed sooner rather than later.

Jose Rodriguez shared that because the agreement is ambiguous, it is advisable to seek legal counsel to consolidate the amendments and clarify the responsibilities between landlords and tenants, which is a crucial point to address in the future.

A-2 Update of the building's maintenance activity and recent repair receipts

A-3 Upcoming round of repairs

Joseph Hebert mentioned that he hasn't seen any new receipts since the plumbing repairs were completed in January. Dan Bacci confirmed that there are no new receipts. He will have new quotes for the bathroom renovations, including quotes for tiles on the walls. Dan prefers not to wait until the next meeting and is proposing that the work be done, with SGM covering the cost and submitting it for reimbursement. The proposed work includes a complete remodel,

stripping everything and installing new fixtures, adding ADA accessibility, new partitions, tiles, mirrors, dryers, etc., without making any structural changes.

Chito Romero added that he would like to see the restrooms completed due to the high volume of foot traffic.

B. BUSINESS MATTERS

B-1 Establishing Golf Course Advisory Committee Bylaws

Joseph Hebert inquired with the committee whether they had the chance to review the email containing examples of other committee bylaws, as he had not received any response from the committee.

The committee will review and provide examples of what should be included in the Golf Course Advisory Committee bylaws. All committee members agreed to review and respond to Joseph's email before the next scheduled meeting in order to adopt a set of bylaws.

C. UPCOMING DISCUSSION TOPICS

There were no items or topics from the Committee members.

D. UPCOMING EVENTS

Joseph Heber announced that the 4th of July Golf Tournament will take place on July 4th. Additionally, a tournament will be held on the weekend of June 29th in remembrance of Del Messer, a former football player. The City of Madera will also be organizing a Fishing Derby on May 11th.

Jose Rodriguez suggested that celebrating the 4th of July would be best on the weekend before. Joseph Hebert reminded Jose that this was his initial proposal. However, due to unavailability, the event will take place on the 4th. Jose inquired about the City's involvement in advertising, and Joseph confirmed that the Parks & Community staff is overseeing a portion of the Golf Tournament event.

Lisa mentioned that the Ag Show is set for Friday, with an expected attendance of up to 1,000 people. The show will commence at 11:00 a.m.

ADJOURNMENT

The meeting was adjourned at 1:06 p.m.



Administrative Assistant, Mercedes P. Bravo