



City of Madera  
Parks & Community Services

Minutes of a Regular Meeting of the Golf Course Advisory Committee

Monday, November 18, 2024  
10:00 a.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 meeting ID: #816 9987 5039. Comments will also be accepted via email at [parksinfo@madera.gov](mailto:parksinfo@madera.gov) or by regular mail at 205 W. 4<sup>th</sup> Street, Madera, CA 93637 Attention: Golf Course Advisory Committee.

Weblink:

<https://cityofmadera.zoom.us/j/81699875039?pwd=PfgLaybTtTcaUnLzURkw7uy8rCTtk.1&from=adon>

Telephone Number: (669) 900-6833  
Meeting ID: 816 9987 5039

**CALL TO ORDER:** The meeting was called to order at 10:01 a.m.

**ROLL CALL:**

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

**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.*

## **APPROVAL OF MINUTES**

Motion to approve minutes for October 21, 2024 meeting by Dan Bacci, seconded by Lisa Gill.

**Motion was approved unanimously.**

### **A. CAPEX PROJECT**

#### **A-1 Overview of Fund Expenses and Availability**

During the last meeting, Joseph Hebert reported that he would follow up on the available funding to determine if there was enough to cover the expenses for the flooring.

Approximately \$41k is currently available, which is enough to cover the cost of the floors that were pending.

Jose Rodriguez suggested that if any members had items they would like to propose for future agenda discussions, they should come forward to decide how to allocate the funds for necessary items.

Lisa Gill confirmed that she would proceed with the installation of the floors now that Joseph Hebert has confirmed the availability of funds. Jose Rodriguez inquired about the material, asking whether it would be better to use ceramic tile instead of vinyl. Lisa Gill explained that the type of vinyl being installed is durable and designed for commercial use. Although Jose Rodriguez suggested considering epoxy flooring, Lisa noted that the maintenance and upkeep costs would be significantly higher.

### **B. Board Member Report**

#### **B-1 Golf Course Grounds / Chito Romero**

Chito Romero shared during a conversation with John Kitchen that John inquired about the condition of the runways leading from the tee box to the fairways. He noted that there are many ruts along the concrete pathway. Chito confirmed that the ruts are located at the end of the path when exiting the tee box. Dan Bacci added that this issue is present on the front nine and mentioned that they plan to fill the ruts due to traffic and mud holes.

Regarding the sand traps, they have improved and are currently in good shape, thanks to proper irrigation. Dan Bacci noted that bunkers do not fare well with excessive water.

Chito Romero also mentioned that the restroom towel dispensers were damaged but have since been fixed. He suggested installing keypads for restroom access, ensuring that only golfers can use them. While homelessness is not a significant issue at this location, it does occur occasionally. Dan Bacci stated that golfers would be provided a code to access the restroom, making it exclusive for their use. Jose Rodriguez emphasized that this would be

beneficial and that the Pro Shop would need to coordinate with players on this matter. Dan Bacci will follow up to ensure all restroom damages have been addressed.

Jose Rodriguez raised a concern about a retaining wall against the bunker by hole 6, noting that the boards appear to be coming loose. He asked if this issue had been addressed and expressed concern that standing water may be causing damage. He recommended reinforcing the wall. Overall, Chito Romero stated that the course is in great shape and is one of the best courses in the valley, receiving many compliments.

### **B-2 Banquet and Restaurant Facilities / Lisa Gill**

Lisa Gill mentioned that everything is going well, with ongoing repair progress and completed bathrooms. They are working on modernizing the facilities; for instance, they have removed the blinds from the banquet hall and tinted all the windows, which has opened up the room and provided a beautiful view of the golf course. Additionally, there is an outdoor venue under construction to utilize the patio area and bar for rental purposes. This outdoor patio venue will also serve as a quick-service bar, allowing golfers to avoid going inside the restaurant, making it more convenient for them. Although it is still under construction, things are progressing nicely.

Chito Romero inquired again about the restrooms, specifically asking if touchless sinks and paper towel dispensers were being installed since he noticed the sinks often running. Lisa Gill confirmed that pull-down towel dispensers and efficient sinks have been installed. She will provide an update on what was included as per the initial quote.

Lisa Gill shared that Cintas performs a deep clean every Friday, and deodorizing pads have been installed around the urinals to eliminate odors. Overall, the facilities are well-maintained and regularly serviced. Joseph Hebert mentioned that complaints regarding the restrooms have significantly decreased, and he has not received any recent complaints or suggestions.

### **B-3 Pro Shop / Cart Barn / Non-Course Grounds / Dan Bacci**

Dan Bacci reported that the HVAC unit in the Pro Shop needs to be replaced, as it is experiencing the same issues that were previously encountered in the Banquet and Restaurant areas. He mentioned that they will be painting the area eventually.

Dan Bacci asked Lisa Gill if the parking lot lights were functioning properly. Lisa responded that they seem to be working well, although she needs assistance with the timer. Dan Bacci confirmed that all the lights have been replaced with LEDs. He noted that both the Cart Barn and Pro Shop are in good condition.

Jose Rodriguez inquired whether the HVAC unit is a dual system, and Dan Bacci confirmed that it is. Due to the age of the unit, the entire system is now failing. Jose Rodriguez suggested that

we establish a priority list for the advisory committee to create a prioritized budget. This process could be implemented every calendar year or at the beginning of the fiscal year.

## **C. SPECIAL REPORT**

### **C-1 USGA Site Visit Report**

Dan Bacci shared that on November 5th he met with Bryan Whitlark from the USGA, the same individual who conducted last year's report. Many of the same themes are present in this year's report, with the biggest issue being the irrigation system. Dan presented the technology currently used for irrigation field clocks, which is over 30 years old. The system was installed by Hunter Irrigation, a company that is now out of business. They are currently using Boretronics, making it challenging to find replacement parts.

The outfield has pedestals, and the unit in question has a power supply that requires programming, functioning similarly to a home sprinkler timer. The next generation system connects to a communication wire and is programmed by a computer. The current generation operates similarly, but everything functions wirelessly. The most recent generation works without the need for field clocks.

The recommendation is for the irrigation system to be replaced. Installing a new irrigation system would involve pulling pipes and heads, costing over one million dollars. If they plan to redo the control system while keeping the existing pipes and heads, the cost would be much lower, potentially in the thousands.

A dual-head system is ideal, and we currently have one in place. In a dual-head scenario, the system would water both the greens and non-green areas with individual head control. Currently, when they turn on one station, it inadvertently fills up the bunkers. The irrigation system is the primary concern. Jose Rodriguez inquired whether the sandtrap issue is controlled by the irrigation system or if it's a separate issue. Dan Bacci confirmed that it is a separate issue. The recommendation is to add an additional head to each station, making it a dual-head system, and to install communication wires that would route back to the pedestal. There are approximately 25-30 stations, making this a significant investment.

The newer wireless systems are now available as phone apps, allowing for advanced control of the heads directly from a phone. The more control available, the better one can adjust to avoid wet spots with individual head control.

Jose Rodriguez asked if the report summary that mentioned the inefficiency of the surrounds of the greens in poor condition was also due to irrigation. Dan Bacci confirmed that it is partly due to irrigation, with fertilizer being another contributing factor. It is recommended that they increase fertilization while reducing chemical use, opting for basic nitrogen fertilizer instead of more expensive blends. Using forms of nitrogen such as Ammonium Sulfate or Urea, while avoiding costly mixtures, is advisable.

Jose Rodriguez emphasized the importance of having a list of improvements to indicate when funds should be allocated next, suggesting they assess the course, bunkers, irrigation, etc.

Chito Romero asked if a recent soil assessment was conducted. Dan Bacci responded that it is recommended that the chemical salespeople conduct a test. Although the soil is generally fine, there are areas with hardpan. The same applies to water quality testing; they haven't conducted one but it would be beneficial. Dan's recommendation is that if the budget allows, installing a dual-head system and central control is the logical next step. He will provide quotes for the committee at the upcoming meeting.

Joseph Hebert also recommended prioritizing these improvements for planning purposes.

**D. FUTURE AGENDA ITEMS**

- Priority list of items to be addressed for 2025
- Overview of bylaws to possibly amend meeting dates to bi-monthly instead of monthly.

The meeting was adjourned at 10:49 a.m.



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Administrative Assistant, Mercedes P. Bravo