



**City of Madera**  
**Parks & Community Services**  
**Minutes of a Regular Meeting of the Golf Course Advisory Committee**

**Monday, November 17, 2025**  
**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 meeting ID: #769 482 1447. Comments will also be accepted via email at [parksinfo@madera.gov](mailto:parksinfo@madera.gov) or by regular mail at 205 W. 4th Street, Madera, CA 93637 Attention: Golf Course Advisory Committee.

**CALL TO ORDER:** The meeting was called to order at 12:02 p.m.

**ROLL CALL:**

Present:

Andy Medellin	Non-Golfer/At-Large Community Member, Vice Chair
Joseph Hebert	City Parks Director
Dan Bacci	SGM Representative
Dan Riley	Service Organization Representative
Jose Rodriguez	City Councilmember, Chair
Ed McIntyre	Golfer At-Large Community Member
Lisa Gill	Food and Beverage Director/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.*

No Public Comment was presented. Public Comment was closed.

**APPROVAL OF MINUTES**

Motion to approve the meeting minutes for October 20, 2025, was approved by Andy Medellin and seconded by Dan Riley. The motion was approved unanimously.

## **A. CAPEX PROJECT**

### **A-1 HVAC System Updates**

Joseph Hebert provided an update to the committee regarding the citywide replacement of HVAC systems. He mentioned that the sourcing process is still pending.

Jose Rodriguez confirmed that four out of six double units have been replaced. He emphasized the importance of completing the remaining replacements soon.

Andy Medellin sought clarification on the current status of the process. Joseph Hebert responded that the project has not yet gone out to bid and that a contractor has not been selected. He reassured the committee that the replacements should be completed before next summer.

## **B. BOARD MEMBER REPORTS**

### **B-1 City Council Report: Update on Consultant Quote – Joseph Hebert**

Joseph Hebert informed the committee that this item is scheduled for the Council meeting agenda in December.

### **B-2 Pro Shop / Cart Barn / Non-Course Grounds – Dan Bacci**

Dan Bacci had no updates on the interior of the facilities. He touched on the course grounds, Item B-4, noting that during the previous meeting, there was a discussion about the irrigation system and the clay valve that had been ordered. He said that the system is functioning correctly, is currently charged, and will remain active. He expects the valve to arrive in approximately six weeks.

Dan Bacci also mentioned that efforts are underway to grant Parks staff access to their Point of Sale (POS) system, enabling them to retrieve reports as needed. Although they already provide monthly reports to the City, this access will allow City staff to obtain special reports in real time if requested.

Jose Rodriguez added that one of the conditions from the grand jury report was the requirement for a POS system, which they have.

Additionally, Dan Bacci shared that a request has been made to the USGA for a site inspection, which is forthcoming.

Ed McIntyre requested that round sale reporting be made available to the committee, and Jose Rodriguez suggested incorporating it into future agendas.

Ed McIntyre also inquired about the demographics collected through the POS system. Dan Bacci noted that the portal could collect extensive information, including purchase history and green fees paid. Although the system has many valuable tools, collecting profile demographic data relies on staff, who gather this information at the counter. The only requirement to establish a

profile is to provide an email address and phone number. The City's access to the POS system is intended solely for City Council purposes.

Dan Bacci noted that if the Council wishes to learn more about the players, it can survey to collect information such as ZIP codes and ages. Ed McIntyre replied that having this information would be beneficial. Lisa added that technology is available to efficiently collect data and support staff in improving their data collection.

Jose Rodriguez emphasized that access to this data enables the committee and the Council to better understand the services being provided.

### **B-3 Banquet and Restaurant Facilities – Lisa Gill**

Lisa Gill reported that everything is going well. They recently held a Halloween party with a strong turnout. Lisa collaborated with the RDoc Group to host a two-day safety meeting in the banquet hall, which also utilized the golf course. Additionally, they welcomed the Madera County Economic Development Commission, which has outgrown the facility, but the event was still a great success.

Jose Rodriguez inquired about the hallway leak and asked if there were any restroom issues. Lisa Gill responded that the leak has been resolved and that the only restroom improvement needed is the addition of changing stations.

### **B-4 Course Grounds – Ed McIntyre**

The item was discussed by Dan Bacci, referring to item B-2.

Ed McIntyre asked about the timeline for the consultant. Dan Bacci responded that it may take about 1-2 months, and we should have a report by March. The report should include recommendations and, where appropriate, cost estimates, with a focus on the assessment. Repairs would be scheduled during the season when there is less impact on the players. The goal is to deliver the highest-quality golf course for the community.

Ed McIntyre again suggested a joint meeting with the council to understand the financial constraints and logistical purposes as well. Jose Rodriguez added that presenting the work in segments might help the council consider it. He believes it would be good to present it in stages, making it more manageable based on the need.

Andy Medellin said that, to make it more acceptable, it would be easier for the Council to understand that an outside consultant provided the list, thereby avoiding any conflict of interest. Andy disagreed with the presentation; he believes that to meet with the Council, providing a history of the 30-year system needs to start from ground zero. This includes explaining why we have a pump that we keep mandating versus why it was ignored for so long. The cost won't be palatable; therefore, addressing costs in the budget would allow for better planning.

As a new member, he mentioned the Grand Jury report and asked whether the City had responded to it. Dan Bacci replied that City Council responded with a letter. A copy will be

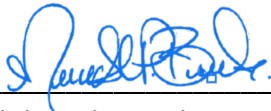
shared with the board, showing the City's response addressing items from both the previous and current reports.

**C. FUTURE AGENDA ITEM**

- Request for a joint workshop to develop a strategy that is acceptable to the Council or establishing a progress report that will be drafted by Ed McIntyre and Andy Medellin to present to the Council. To be discussed at the January 20th meeting.
- Course Survey Update
- HVAC Progress Update

**ADJOURNMENT**

The meeting was adjourned at 12:52 p.m.



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Administrative Assistant, Mercedes P. Bravo