

PUBLIC NOTICE
BOARD OF DIRECTORS MEETING
FOR THE
DOUGLAS PUBLIC FACILITY MUNICIPAL PROPERTY CORPORATION

will meet

Tuesday, January 21, 2020, at 5:30 p.m.

at

Douglas Golf Course
1372 E. Fairway Drive
Douglas, AZ

PURSUANT TO THE AMERICANS WITH DISABILITIES ACT (ADA), THE CITY OF DOUGLAS DOES NOT, BY REASON OF A DISABILITY, EXCLUDE FROM PARTICIPATION IN OR DENY BENEFITS OF SERVICES, PROGRAMS OR ACTIVITIES OR DISCRIMINATE AGAINST ANY QUALIFIED PERSON WITH A DISABILITY. INQUIRIES REGARDING COMPLIANCE WITH ADA PROVISIONS, ACCESSIBILITY OR ACCOMMODATION CAN BE DIRECTED TO RENE MOLINA WITHIN 72 HOURS AT 520.417.7312, FAX 520.417.7143, 425 10TH STREET, DOUGLAS, ARIZONA 85607.

AGENDA

Board of Directors Meeting
Douglas Public Facility Municipal Property Corporation

Tuesday, January 21, 2020, at 5:30 p.m.

at

Douglas Golf Course
1372 Fairway Drive
Douglas, AZ 85607

1. Call to Order
2. Roll Call
3. Persons wishing to address the committee in writing or verbally on any item not on the agenda.
4. Report on Balance Sheet and/or Bank Balance(s) update/report on current months for the Douglas Public Facility Municipal Property Corporation, as well as discussion/presentation on the MPC Golf subsidy.
5. Approval of Minutes for the Douglas Public Facility Municipal Property Corporation (MPC) for board meeting held on September 17, 2019 and possibly for the October 22, 2019 (if these become available).
6. Information/Discussion, Reporting and possible Decision or Direction pertaining to aspects presented in the periodic standing report from staff regarding maintenance of the golf course MPC facility, equipment and water delivery system.
7. Information/Discussion and possible Decision or Direction regarding MPC Administrative Action Plan to improve the course and overall condition of the facilities.
8. Discussion/Decision regarding facility's rental property current condition, possible lease terms and rate.
9. Information/Discussion and possible Decision or Direction regarding fees of RV Park and report from City staff on status of talks with City regarding possible access to private RV Park through golf course property, as well as any report from City Staff.
10. Information/Update with a possible Discussion/Decision on current events, updates or concerns at the golf course since the November, 2019 meeting.
11. Discussion and direction/consensus for items to be discussed at future meetings.
12. Adjournment

Posted January 17, 2020, at 4:45 p.m. by: Alma Andrade, Acting City Clerk 

MEETING MINUTES
Douglas Public Facility Municipal Property Corporation
Board of Directors Meeting

Tuesday, September 17, 2019, at 5:30 p.m.

at

Douglas Golf Course
1372 Fairway Drive
Douglas, AZ 85607

1. Call to Order

Meeting was called to order by Mr. Selchow at 5:31 pm

2. Roll Call

Board Members present were: Bosco Selchow, Ruben and Manny Robles (arrived at 5:35), Francisco “Tachi” Durazo, Kevin Alvarado and new Board Member, Nick Forsythe. Absent and excused was David Arzate. City Official(s) present was Luis Pedroza, City of Douglas Finance Director. Robert Forrest, employee of the MPC was also present along with Board guest, Richard Robles attending.

3. Persons wishing to address the committee in writing or verbally on any item not on the agenda.

Richard Robles commented on condition of the green on 18, that has improved in condition. Mr. Robles would also like a better assortment of liquor at the bar, as he has noticed Tequila is largely absent. It was reported that liquor comes in once a month from Phoenix and that the matter would be looked into administratively.

4. Report on Balance Sheet and/or Bank Balance(s) update/report on current months for the Douglas Public Facility Municipal Property Corporation.

The current bank balance is \$15,000 with anticipated \$7K tax bill electronic payment coming in that will reduce that balance. The MPC Golf Chair reported entity is mostly current on bills and that a bill from the Jeff Smythe period came in from NutrienAg Solutions, and it seems to be paid in full.

5. Approval of Minutes for the Douglas Public Facility Municipal Property Corporation (MPC) for board meeting held on August 20, 2019.

Motion was made by Francisco “Tachi” Durazo and seconded by Kevin Alvarado and the noted minutes were approved as presented unanimously.

6. Information/Discussion, Reporting and possible Decision or direction pertaining to aspects presented in the periodic standing report from staff regarding maintenance of the golf course MPC facility, equipment and water delivery system.

The group discussed a report of foul smell and possible garbage on 17, and it was suspected the water level got low, there was an algae spike thereby lowering the oxygen content and causing fish to expire as many large fish were dead and floating.

Mr. Selchow noted that the area will be cleaned and fish will be disposed of properly; next the topic of the pond water being low and the pump on the back 9 has been picking up silt was discussed. The pond may need to be dredged and the pumps may need maintenance and/or refurbishing. It was noted that the electrical issue on the pump has been fixed, but not running optimally. It is being operated manually as the control panel electronic board has been non-functional. The dredging was pointed out as a priority by Mr. Durazo and Bosco noted that he has been told by City water technicians that a direct feed to the pump from City water infrastructure would not be legally compliant per ADEQ (cannot go from potable to non-potable water systems). Per Mr. Forrest, a good quantity of fertilizer and rye grass has been ordered for the course and electric valves have slowly been replaced with manual valves due to costs of valves themselves. Green on 6 seems to be coming around due to seeding and bathrooms have been painted and look much better with all mowers running at this point. The water on 14 seems to continue to be collecting and by number 8 the water collecting is due to a needed valve replacement. The green on number 6 and 9 will be needing water and seed; and seems to have a volume of water issue at that point. Hand watering is not an option per Mr. Forrest, but per Bosco changing sprinkler heads to smaller units requiring less pressure to get better distribution may be a decent option. Bunkers seem to harden rather quickly and may need to be allowed to go fully grass bunkers like at Fort Huachuca. It was noted that Bosco, Ken Herbert and Nick Forsythe were recognized for their work in making the bunkers playable. Computer issues have been prevalent at the facility and have been spotty for 3-4 weeks with a system issue problem over the weekend reported by Luis Pedroza. IT staff has been spending significant time at the facility and computer equipment has been replaced; along with AC equipment upgrade/replacement.

7. Swearing in of new Board Member, Nick Forsythe.

Motion was made by Ruben Robles and seconded by Francisco "Tachi" Durazo to accept Nick Forsythe as a new Board member. and seconded by Kevin Alvarado and the noted appointment was approved as presented unanimously. This item was handled by Luis Pedroza with documentation being signed and provided to the City legal department.

8. Information/Update with a possible Discussion/Decision on current events, updates or concerns at the golf course since the August, 2019 meeting.

Current events to report include the Douglas Golf and Social Club having their major function on September 28-29 with the Cochise College Rodeo team having a meet and greet on September 27, a Friday with no fee being charged as long as the clean-up was adequate. On October 5th there will be a DHS baseball team fundraiser tournament and a wedding reception as well, with October 6 being Scotty Babikay's youth activities fund raiser tournament and on the 11th and 12th of October the clubhouse facility will host a class reunion. The Labor Day Tournament went very well with 56 teams reportedly participating with the ice machine being the only component that did not cooperate. The MPC facility is up to six (6) ADOC inmates as part of the labor crew, up from 5 although Bosco had only requested a 4-man crew, so this will have to be looked at per Mr. Selchow, who also reported an employee had to be released. ADOC also wants to use the facility for periodic training starting October 2019, and this has been approved administratively at no charge for now, and closed with general conditions being discussed by the group. General security issues were discussed by the Board.

9. Discussion/Decision with possible direction regarding the MPC Golf facility's rental property readiness condition, and possible lease/rental terms and rate.

Rental property is pending a walk through with minor finish work required and may need new appliances.

10. Discussion/Decision with possible direction regarding upgrade/remodel of the bathroom/laundry RV Park facilities, as well as other potential amenities at MPC Golf facility.

The electrical upgrades to the RV Park estimates were received in the amount of \$42,000 and this would include pedestals at 50A that could service either side of parking area, and this was discussed briefly. Board discussed approaching the IDA for funding on this and possibly irrigation upgrade funding as well, and Tachi Durazo suggested to do a package approach with various bids to the IDA and Mr. Pedroza agreed, and consensus was to use a licensed/bonded contractor. As for the irrigation, Mr. Durazo noted the IDA may prefer a local contractor to do upgrades to promote local employment. A defined scope of work and the schematics are important to program for the irrigation system repairs/upgrade, and these may be possibly available from the City.

11. Discussion/Decision with possible direction regarding all aspects for the prospective formulation and presentation of an MPC Golf proposal for funding from the City of Douglas IDA.

Most of this agenda item was discussed under 10 herein above.

12. Information/Discussion, with possible Discussion/Decision or direction Reporting/Feedback regarding any aspect of the easement (liability and financial aspects included) on the unimproved path between the private (previously known as Hidden Treasures) RV Park and the Golf Course parking lot.

Mr. Selchow reported that the HOA complains about private RV Park patrons driving through the housing development and that the owner of the private RV Park, Mr. Schumacher has asked for permission for Golf Course to grant an easement to the private RV Park patrons to pass through the Golf Course. The private outfit charges \$100 less per month than the Golf Course RV Park, but has less amenities than the MPC facility. Board consensus was to remain status quo and not provide access, and deny access even during the county fair event. Mr. Durazo noted that at the August 2019 meeting Mr. Flores noted this was an opportunity for building revenue, but Tachi Durazo noted that in Schumacher will not provide indemnity or lower his prices so as to not undercut the MPC, then MPC should hold firm to insulate itself from liability and continue to deny access. A motion was made to continue to deny access, as made by Manny Robles and seconded by Ruben Robles, and the motion was approved unanimously.

13. Discussion and direction/consensus for items to be discussed at future meetings.

None were raised.

14. Adjournment:

A motion was made to continue to deny access, as made by Tachi Durazo and seconded by Kevin Alvarado to adjourn at 6:32 pm, and the motion was approved unanimously.

Prepared by Juan Pablo Flores, City Attorney