

## MINUTES

Board of Directors Meeting  
Douglas Public Facility Municipal Property Corporation

Tuesday, January 24, 2023, at 5:30 p.m.  
at Douglas Municipal Golf Course, 1372 Fairway Drive, Douglas, AZ 85607

**1. Call to Order.**

Meeting was called to order at 5:34 p.m.

**2. Roll Call.**

Board members present were James Selchow, Ruben Robles, Manny Robles, Kevin Alvarado and Francisco Durazo. Also present were City Officials: Luis Pedroza, Deputy City Manager.

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

None.

**4. Approval of Minutes for the Douglas Public Facility Municipal Property Corporation (MPC) for board meeting held on December 13, 2022.**

**Motion by Francisco Durazo, second by Ruben Robles to approve the meeting minutes for December 13, 2022. Motion passed unanimously.**

**5. 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 (if report is available).**

Kevin Alvarado reported a bank balance of \$32,000.

Mr. Pedroza provided the report for the first quarter of the year were \$31,909 over the revenue projections and the subsidy at \$73,000 through the first quarter. He added the MPC related expenses at \$6,000 over projected numbers at this point in the year and the city at \$17,817.07. Lastly, he reported that overall in expenses is \$23,918.58 over projected with the combined net income is at \$154,000.

**6. Information/Discussion, and possible Direction regarding improvements at the RV Park.**

Mr. Pedroza reported that an electrical engineer was hired to check the load calculations for pedestals and added APS upgrades are needed to the transformers which APS will upgrade for a cost of \$8,000. Furthermore, Mr. Pedroza reported that the load calculations helped build the scope of work to put out a bid and they are now waiting on Douglas Electric to bid on that project.

**7. Information/Discussion, and possible Decision pertaining to aspects to be presented in the periodic standing report from staff regarding maintenance of the golf course MPC facility, equipment, greens/fairways and water delivery system.**

Mr. Selchow reported that maintenance on the golf course has been minimal, maintenance employees have been working on the equipment getting things geared

up for the springtime. He added that city employees helped with fixing a sprayer cart. Furthermore, he reported irrigation leaks, with the biggest one on hole number four ladies tee box, and a water issue in the RV park. Mr. Selchow continued with reporting hiring Abraham Peraza as temporary employee and a future conference call with turf control as to finding out the scope of work that the city needs to do in order to connect the front side to the computer and the issues on the back side with fixing broken wires. Lastly, he reported an OSHA inspection in May and the City team will do a pre-inspection of what needs to be done before the inspection.

Mr. Pedroza reported on the program the city is in partnership with ADOSH and discussion followed on inspection process.

Mr. Selchow reported issues with the POS system. Discussion followed with issues experienced.

Discussion was held on rodent issues on the course and issues on greens.

**8. Information/Update with a possible Discussion/Decision on current events, updates or concerns at the golf course since the December 13, 2022 meeting.**

Mr. Selchow reported a golf tournament on January 14, 2023 and commended Ruben Robles on the job he did organizing the tournament because it was a huge tournament with 92 golfers.

Mr. R. Robles reported that with a great deal of planning in advance the regular MPC Sunday golf tournament tuned into a fundraising tournament for the Moore family, with 92 golfers which included golfers from Silver City, Deming and Safford.

Discussion was held on the success of the golf tournament.

Mr. Selchow reported an upcoming super bowl tournament on February 12, 2023 and an MPC tournament on February 26, 2023.

Mr. Selchow reported the RV park has been full.

Mr. Pedroza reported Diana LaMar will be reviewing the MPC bylaws. She will be proising new language and refreshing the agreement.

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

No discussion was held.

**10. Adjournment.**

**Motion by Ruben Robles, second by Manny Robles to adjourn the meeting at 6:04 p.m. motion passed unanimously.**

Minutes prepared by:  Cynthia Acuña Robles, Deputy City Clerk