

## MEETING MINUTES

### Board of Directors Meeting Douglas Public Facility Municipal Property Corporation

Tuesday, April 17, 2018, 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 Bosco Selchow, President, at 5:29 p.m

2. Roll Call

Board Members present where: Kevin Alvarado, Francisco “Tachi” Durazo, Manny Robles, Ruben Robles, and Bosco Selchow. City Officials present are Jim Russell (City Manager) and Juan Pablo Flores (City Attorney). Others attending are David Arzate and Bob Summers. Ken Nelson, and Paula Shelton noted absent and excused.

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

NONE

4. Approval of Minutes for Douglas Public Facility Municipal Property Corporation (MPC) meetings held on March 20, 2018.

A motion was made by Francisco “Tachi” Durazo and seconded by Manny Robles to approve minutes as presented and the motion was approved unanimously.

5. Quarterly Financial update and report on Douglas Public Facility Municipal Property Corporation P&L and City of Douglas subsidy.

Mr. Pedroza reported that he does not have the quarter's numbers and only has numbers up to February of this year. As of end of February the subsidy amount was at \$133,492 and this included the annualized insurance costs.

The subsidy amount is over by \$10K at this point with revenues on target at 69% of projected and expenses currently at 73%. The target subsidy amount should be at 67%. Through March '18 the City subsidy is at \$155K with 3 months left in the fiscal year before reaching the target full subsidy at \$185K. The group commented that the numbers are very respectable in light of the fluctuating costs and expenses and may only go over by \$10K in total subsidy for the fiscal year. Mr. Pedroza wrapped up by doing a brief update on the TV provider that is available and viable for the MPC and get the PAC 12 Channel as an included service.

6. Update with a possible Discussion/Decision on approval of Policies and Procedures from other management committees.

Bosco Selchow started the discussion and confirmed with Ruben Robles that there is a tournament the following Sunday & lots of interest is being generated by public participation in events and tournaments. The Golf Course committee reported they were able to rent a greens aerator at a cost of \$600 per week. Sprinklers are being fixed and replaced with the number nine irrigation matters still being looked at and diagnosed. Some seeding will also be addressed.

7. Preliminary Discussion/Presentation/Direction and possible decision regarding the 2018/2019 budget for the Douglas Public Facility Municipal Property Corporation (MPC).

Tachi Durazo & David Arzate reviewing the financials to be able to provide input toward the overall budget with some general comments from the group on the overall budget and possible capital outlay requests by the MPC to the City. Mr. Russell noted that he will be working off the current \$185K subsidy and any capital requests will need to be submitted to him as soon as possible for proper consideration.

8. Discussion/Decision on approval of increase in any golf related rate and standing report from staff regarding maintenance at the golf course MPC facility.

Mr. Durazo noted that this is the standing report that he had requested but that he understood it may have to wait until next meeting due to Mr. Forrest

being out this day. Bosco Selchow noted that the irrigation system is currently a priority, but the back nine will take some time to resolve as it is being done manually for the time being. Seeding will also be taking place taking advantage of temperatures on the rise, and Bosco acknowledged that seeded areas will need to be protected and a bit of disruption will naturally occur. Bob reported that he has rototilled the bunkers with a piece of equipment he obtained at his own expense. The Meeks supposed donation worked relatively well with hopes that it will work a bit better. Tachi Durazo noted that the greens are suffering from being thatched and Bosco noted aeration will improve this along with bar floors being a work in progress.

9. Information/Update with a Discussion/Decision on purchasing Wi-Fi security camera(s).

The matter was briefly discussed with not much to report and noting it was not currently a priority item. City IT Department did offer to help with the installation.

10. Discussion information to be provided by Jim Russell, City Manager regarding condition and/or repair possibilities of home located at the MPC along with additional discussions related to any concept regarding the Government Class 5 liquor license by Juan Pablo Flores, City Attorney.

Renovations continue per Jim Russell as streets will soon overtake as a city priority project. Painting and subfloor installations have been completed and the cooling system will be revisited along with bathroom renovations. The Board will soon be discussing the item relative the future rental. Mr. Flores reported that up to 50 ounce beers could be sold. This brought up the possibility of selling 3 opened 16 ounce reseal-able bottle or container for golfers. There were some general comments from Manny, Ruben Robles and Bob Summers and Bosco Selchow wrapped up member discussions by noting beer sales are steady and that there have been no citations from Liquor License and Control. Mr. Flores concluded that his main assignment as attorney is representation of the City as an entity and can assist the MPC as long as there is no technical conflict of interest with city related activities or concerns.

11. Information/Update with a possible Discussion/Decision on recent occurrences, events and concerns at the golf course since the March 2018 meeting.

Bosco Selchow noted that Luis Canez offered to donate band time and performances for fund raising purposes. Bosco continued with an update on bar activity and sales with Manny Ortiz and the need to discuss the financial arrangement with the MPC and possibly consider a dinner/dance type weekly activity. Lastly, the board discussed clubhouse hall rental activity and how the MPC's new fees are very competitive; and need to get no trespassing and no fishing signs to the HOA and the apartments.

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

Next meeting is set for Tuesday, May 15 at 5:30 p.m., to include an agenda item to discuss financial arrangement with Manny Ortiz, the standing golf course maintenance report and hall rental report both as agenda items.

## 9. Adjournment

A motion was made by Manny Robles and seconded by Francisco "Tachi" Durazo to adjourn the meeting at 6:17 and the motion was approved unanimously.

Posted April 13, 2018 at 4:00 p.m. by:

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Alma Andrade, Deputy City Clerk