
MINUTES

DOUGLAS PUBLIC FACILITY MUNICIPAL PROPERTY CORPORATION TUESDAY, JUNE 20, 2023, AT 5:30 p.m. DOUGLAS MUNICIPAL GOLF COURSE, 1372 E. FAIRWAY DRIVE, DOUGLAS, AZ, 85607

1. Call to Order

Meeting was called to order at 5:32 p.m.

2. Roll Call

Board members present were James Selchow, Francisco Durazo, Ruben Robles and Manny Robles. Absent and Excused were David Arzate and Kevin Alvarado. Also present were City Officials Luis Pedroza, Deputy City Manager and Jennifer Smith, Community Services & Economic Development Director

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

Mr. Selchow stated no public participation.

4. Discussion/Decision regarding the election of officers for the Public Facility Municipal Property Corporation.

Discussion was held on the officer appointments.

President; Mr. Durazo nominated Mr. Selchow
Secretary; Mr. R. Robles nominated Mr. Forsythe
Treasurer; Mr. Durazo nominated Mr. Alvarado

Motion by Francisco Durazo, second by Ruben Robles to accept the nominations and approve election of officers. Motion passed unanimously.

Discussion was held on terms of members that are expiring.

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).

Mr. Selchow reported a balance of \$24,973.

6. Information/Discussion, and possible Decision regarding the MPC FY 2023/2024 Budget.

Mr. Pedroza reported working with Mr. Arzate on balancing numbers and making projections on revenue higher than originally were projected. \$253,650 is the MPC budget revenue and expenses coming out of the MPC, and \$280,000 is the city subsidy for a total golf course budget of \$533,650. As mentioned, the city has budgeted \$100,000 for a golf superintendent a total package with benefits. The mayor and council have been supportive and the final adoption in July will solidify the budget for next fiscal year.

Discussion was held on superintendent salary.

Mr. Pedroza reported that increase is due to the cost rising in insurance, liquor, fuel and minimum wage. Mr. Pedroza also reported the \$1 million in the golf course fund for the sale of the Rancho La Perilla Apartment.

Motion by Francisco Durazo, second by Ruben Robles for the approval of the MPC FY 2023/2024 Budget. Motion passed unanimously.

7. Information/Discussion regarding improvements at the RV Park.

Mr. Pedroza reported paperwork has been signed with APS and the lead time for the panel that needs to be ordered is going to be 60 weeks.

8. Information/Discussion, and possible Decision regarding the MPC Adoption of a Finding of Illegal Substances Policy for MPC Employees.

Mr. Selchow presented it was recommended that the MPC adopt the policy regarding some allegations from an individual, but it is in the best interests of the MPC for the employees to follow this policy.

Motion by Ruben Robles, second by Francisco Durazo for the MPC Adoption of a Finding of Illegal Substances Policy for MPC Employees.

Mr. Durazo commented the policy speaks to finding illegal substances, and asked on a situation of an employee seeing somebody using illegal substances

Mr. Pedroza answered that this policy states what employees should do when they come across some type of illegal substance being exchanged or they see it in a place, and employees should be trained to be able to follow the proper protocol. Mr. Pedroza added the policy lists the items to call the police and call the supervisor. Lastly, Mr. Pedroza stated it is good for insurance purposes if in the event a claim is filed, then policies are in place that employees know exactly what to do and protocols to follow.

Discussion was held on types of drug paraphernalia that can enter the premises and what steps to follow and empower the employees with the proper protocol.

Discussion was held on posting the policy on the premises.

Motion passed unanimously.

9. 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 some individuals have graciously donated money and time to begin the process of replacing the putting green.

Jose Montaño reported donations were collected to repair the putting green, and some have donated time to help with watering. He also reported the turf from the existing putting green being transferred to other areas.

Mr. Selchow commended their efforts.

Mr. Selchow reported on the back nine watering situation where a scuba diver came in and cleaned off the intake for the pumps. He added about one third of the intake pipe was submerged in mud and the rest was covered with debris and algae and once the pumps were started the flow rate was about double of what it was before.

Mr. Pedroza reported phase one is being addressed per the recommendation for turf control. Phase two is the transformers and the pedestals and the third phase, which is addressing the front nine, all the problems with the sprinklers and connectivity issues to the central computer. Mr. Pedroza reported the submission of Arizona state grant specifically for public golf courses for efficiency and irrigation systems and the award notification is to be received by the end of the June.

Discussion was held on the watering of the fairways in the back 9.

Discussion was held on weed control and application of herbicide.

Meeting jumped to item # 11

Meeting resumed with discussion on the clean-up of the pumps, herbicide application and drainage system.

10. Information/Discussion, and possible Direction on the preparation of the upcoming Labor Day Tournament.

Ms. Smith reported that DOC is looking at increasing the inmate count they were going to get back to her on getting support at the golf courses. It will start with a supervised crew and training of employees.

11. Information/Update with a possible Discussion/Decision on current events, updates or concerns at the golf course since the May 16, 2023, meeting.

Mr. Selchow reported the city received a complaint about actions happening at the golf course. There have been social media accusations between a certain individual and some employees, MPC members, and customers.

Mr. Pedroza reported the city received a complaint from this individual, her complaint is that she was banned from being able to attend the golf course and the hall, and there are some areas that were raised about overserving alcohol as well as drugs. Mr. Pedroza continued with reporting the city has taken that complaint and will investigate further. Mayor and council have been informed that this is happening and the actions that have been taken. Lastly Mr. Pedroza reported that access to the facility is currently being denied, and there are certain court injunctions being taken forward by certain individuals against this individual and details where not going to be discussed but certainly wanted to make the board aware.

Meeting resumed at item # 9

Mr. Selchow reported low usage of the hall.

Mr. R. Robles reported the Douglas Golf Club had a tournament on June 11, 2023, MPC tournament June 25, 2023, and the MPC Sundowner continue every Thursdays with the food night.

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

Mr. Selchow asked to keep the item for the Labor Day Tournament.

13. Adjournment

Motion by Manny Robles, second by Francisco Durazo to adjourn the meeting at 6:37 p.m. motion was approved unanimously.

Prepared by:  Cynthia Acuña Robles, Deputy City Clerk