
MINUTES

**DOUGLAS PUBLIC FACILITY MUNICIPAL PROPERTY CORPORATION
TUESDAY, AUGUST 15, 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, Ruben Robles, Manny Robles, Kevin Alvarado, Nick Forsythe and Francisco Durazo. Also present were City Officials: Luis Pedroza, Deputy City Manager; 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. APPROVAL OF MINUTES FOR THE DOUGLAS PUBLIC FACILITY MUNICIPAL PROPERTY CORPORATION (MPC) FOR BOARD MEETING HELD ON APRIL 18, 2023; MAY 16, 2023; AND JUNE 20, 2023.

Motion by Ruben Robles, second by Manny Robles to approve the meeting minutes from April 18, 2023; May 16, 2023; and June 20, 2023. 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).

Mr. Alvarado reported a balance of \$22,249.

Mr. Pedroza reported financials through May 31st which included the revenue of \$218,000 versus the projected \$198,000 and the expenses at 95%, an approximate of \$10,000 below projected amounts. He continued with the city subsidy at \$180,000 that is currently at \$191,000, \$26,000 over which include \$19,000 in capital improvements that includes the POS system, the Troon study, and pump irrigation work. Mr. Pedroza added the biggest expense is the liability insurance, which came above expectation \$33,000 versus \$22,000 budgeted amount. Lastly, Mr. Pedroza reported that overall expenses are at \$379,000 with the projected amount of \$377,000.

Board member asked the reason why the liability insurance was higher than projected.

Mr. Pedroza answered many factors are taken into consideration and every year the city's brokers go out and seek the best rates and this is the received rate.

6. INFORMATION/DISCUSSION REGARDING IMPROVEMENTS AT THE RV PARK.

Mr. Selchow reported attending a meeting where it was discussed that timelines will be set up on when construction can begin. Mr. Selchow suggested the month of October would be best to being the work which will include trenching, putting in conduit and wiring and installing the pedestals to be prepared for the electric panel that will arrive in a year. Lastly, Mr. Selchow reported 28 50amp pedestals will be completed.

Discussion was held on the load calculations for the panels.

Mr. Selchow reported starting October 1, 2023 the city will begin the trenching and once complete Douglas Electric will continue the job. Customers will be moved around to facilitate the work.

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 a cooler not cooling property and a pressure pump incident that resulted in APS repairing a meter. Mr. Selchow continued reporting that attention will be given to the front nine in preparation of the Labor Day tournament. He added that it is the forth consecutive year the back nine has not been played in the tournament. Lastly, he reported meeting with DOC, and the possibility of getting inmate help on a permanent basis which requires staff to receive the IGA training.

Board member asked about the back nine watering system.

Mr. Selchow answered there are still issues with the pedestals that are not communicating with the computer.

Mr. Selchow reported several leaks from old valves.

Discussion was held on the RV park bathroom cleanliness and water issues.

8. INFORMATION/DISCUSSION, AND POSSIBLE DIRECTION ON THE PREPARATION OF THE UPCOMING LABOR DAY TOURNAMENT.

Mr. Selchow reported that city employees are scheduled for August 28 & 29, 2023 to help with mowing and weed control.

Mr. Forsythe requested extra trash cans from the city.

Mr. Selchow shared that new flag sticks, flags, and hole cups were acquired.

Mr. R. Robles requested fixing the out of bounds stakes and possibly paint.

Discussion was held on food sales during the tournament.

Mr. R Robles reported potholes on the cart path on the south end of number two green and requested the clean-up of the shack.

Mr. Pedroza reported the availability of CONEX boxes that could be used for storage.

Mr. Selchow asked for an update on the sale of the Perilla Apartments.

Mr. Pedroza answered that he had no update.

9. INFORMATION/UPDATE WITH A POSSIBLE DISCUSSION/DECISION ON CURRENT EVENTS, UPDATES OR CONCERNS AT THE GOLF COURSE SINCE THE JUNE 20, 2023, MEETING.

Mr. Selchow reported several events happening in the hall.

Mr. R. Robles reported on MPC tournament on July 30, 2023 and a Dancing Bear golf group tournament on July 13, 2023, and lastly the Sundowner tournament and food night on Thursday have been steady.

Mr. Selchow reported an update of an individual exhibiting behavior that disrupts the golf course bar functions, employees and customers.

Discussion was held on information and events of the individual.

Mr. Selchow reported speaking to the Mayor recommending Jose Montañó for the MPC board, as a replacement for David Arzate.

Mr. Selchow thanked Mr. Arzate for the time he served on the board and the help working on the budget.

10. DISCUSSION AND DIRECTION/CONSENSUS FOR ITEMS TO BE DISCUSSED AT FUTURE MEETINGS.

Mr. M. Robles stated that looking at better banking services item should be added.

Mr. R. Robles stated adding the item on the workplace injunction.

Mr. Selchow stated if needed it will be added for next meeting.

Mr. Selchow asked elected officers that were elected at a previous meeting the opportunity to decline the position. Mr. Forsythe and Mr. Alvarado accepted the positions.

Mr. Forsythe stated the water delivery system be kept on the agenda.

11. **ADJOURNMENT**

Motion by Ruben Robles, second by Kevin Alvarado to adjourn the meeting at 6:22 p.m. motion was approved unanimously.


Prepared by: Cynthia Acuña Robles, Deputy City Clerk