

## MINUTES

Board of Directors Meeting  
Douglas Public Facility Municipal Property Corporation

Wednesday, October 19, 2022, at 5:30 p.m.  
Douglas Golf Course  
1372 Fairway Drive  
Douglas, AZ 85607

1. Call to Order.

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

2. Roll Call.

Board members present were James Selchow, David Arzate, Manny Robles, Nick Forsythe, 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 August 23, 2022.

David Arzate asked if unused capital carried over.

Mr. Pedroza answered that it did not carry over because the idea was to sell the apartments and budget the million dollars in excess to go to the golf course. He added it would be Mayor and council decision.

**Motion by David Arzate, second by Francisco Durazo to approve the meeting minutes from August 23, 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 as \$33,105.

Mr. Arzate asked if there is a contingency fund so that some of the money could be put in a CD and make money. He added \$33,000 in a checking account is a lot of money.

Mr. Selchow commented the balance was 38,000 last week, with payroll and a \$3,000 tax bill that the balance fluctuates.

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

Mr. Pedroza reported they have obtained a scope of work, plans and drawings were done by Douglas Electric which made it possible to develop it. There was a need to know exactly the load that that RV park will require therefore, it was contracted through Douglas Electric to hire an electrical engineer to do the load calculations. Mr. Pedroza added that with the scope of work and the bid out for the project to do those improvements would determine if APS needs to upgrade their post on site and bring more power. Mr. Pedroza also added

that moving forward with any RV improvements, it will have to either wait for the sale of apartments or tap for another source of funding at this point.

Mr. Pedroza reported a few pedestals were replaced.

Mr. Selchow commented that if it does come to fruition and upgrades are done, they would figure out renters options.

Mr. Pedroza reported they have opened escrow on the sale of the apartments, and could take a maximum of six months for the process to take place.

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 on the water delivery system. A representative from Turf Control will be visiting the course for irrigation system recommendations.

Discussion was held on the Troon recommendation for the irrigation system.

Mr. Selchow asked if the City will be affected by the AMA proposition.

Mr. Pedroza stated the City is staying neutral, they don't have a position on or against proposition 422.

Mr. Selchow reported greens will be aerated within a couple of weeks.

Mr. Arzate asked about personnel.

Mr. Selchow answered there is 5 full time employees and a student working part time.

Mr. Selchow reported that things are starting to slow down and machines are running well. He also reported the vending system is no longer working on the pro shop side.

Discussion was held on getting a quote to upgrade the software.

Mr. Alvarado reported there is a volunteer, Mark Ruiz; who is picking up range balls manually.

Mr. Selchow reported receiving three new ball hand pickers.

Mr. Selchow asked if the City could blade off the driving range.

Discussion was held on ideas for upkeep of driving range.

Board Member requested looking into obtaining grant funding for returning effluent water to the golf course to be utilized for watering.

Mr. Pedroza reported that the effluent needs to be an A-plus to be used for irrigation and in order to get to an A-plus rating for effluent, more filtration, and more processes need to be added at the existing plant.

Discussion was held on the effluent going into Mexico.

8. Information/Update with a possible Discussion/Decision on current events, updates or concerns at the golf course since the August 23, 2022 meeting.

Mr. Selchow reported the Labor Day Golf tournament was held in September, it was successful with 50 teams participation. Mr. Selchow also added that a night tournament was held, and there has been hall events every weekend.

Discussion was held on sprinklers heads being flagged to be noticed and damage can be avoided.

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

Mr. Forsythe commented that it is imperative that the City of Douglas recognize the fact that it is time to hire a golf course superintendent. Mr. Selchow has been doing this job for at least five years and saving the City \$40,000 to \$50,000 a year in a superintendent salary.

Mr. Forsythe also commented that the MPC board needs to meet and follow up with what is recommended in the Troon report.

Mr. Forsythe lastly commented on preparing for the 2023 Labor Day Golf Tournament.

10. Adjournment

**Motion by Kevin Alvarado, second by Manny Robles to adjourn the meeting at 6:15 p.m. motion was approved unanimously.**

Minutes prepared by:  Cynthia Acuña Robles, Deputy City Clerk