

**OAK HILLS PARK AUTHORITY
BOARD MEETING
SEPTEMBER 18, 2014**

ATTENDANCE: Ernie DesRochers, Acting Chair; Elsa Obuchowski, David Hollar, John McKenna, Jerry Crowley, Paul Cifatte, Bill Waters, Joseph Kendy

STAFF: Shelly Guyer, Executive Director; Jim Schell, Golf Course Superintendent.

ABSENT: Clyde Mount, Chair; Ed Ruiz, Golf Pro

CALL TO ORDER.

Mr. DesRochers called the meeting to order at 7:31 p.m. A quorum was present.

Mr. Guyer said that the agenda lists the next meeting as October 16, 2014 while the website lists it as the 26th. The website will be corrected to reflect the correct meeting date of the 16th.

ACCEPTANCE OF MINUTES.

Minutes of August 21, 2014.

The following corrections were noted:

Page 1, under **ATTENDANCE**, please omit the second listing of David Hollar's name.

Page 1 under **STAFF** and forward: please correct the spelling of "Schnell" to "Schell".

Page 2, under **CHAIRMAN'S REPORT**, paragraph 4, line 2, please change "get the schools" to "get the Nature and Tennis Schools"

Page 3, under **EXECUTIVE DIRECTOR'S REPORT**, paragraph 3, line 1, please change "Wine and Dine" to "Nine and Dine".

Page 4, under **Marketing**, line 2: please change "First Publishing" to "Hearst Publishing".

Page 4, under **Master Plan/Driving Range**, line 2: please change "Parks and Recreation" to "Recreation and Parks and Cultural Affairs Committee of the Common Council".

Page 4, under **Master Plan/Driving Range**, line 9: please change "Planning Committee Chairman" to "Planning Commission Chairman".

Page 5, paragraph 2, line 2 and forward: please change “Mr. David Steeger” to “Mr. David Stygar”.

Page 5, under **OLD BUSINESS**, paragraph 1, please change “already in the” to “already in the Budget for the State Grant.”

**** MR. HOLLAR MOVED THE MINUTES OF AUGUST 21, 2014 AS CORRECTED.**

**** MR. MCKENNA SECONDED.**

**** THE MOTION TO APPROVE THE MINUTES OF AUGUST 21, 2014 AS CORRECTED PASSED UNANIMOUSLY.**

PUBLIC COMMENT.

Ms. Jane Walters said that the Ladies Association has their first night event and it was great fun She thanked everyone. She added that the Ladies Association had utilized the restaurant last year for the closing dinner, but the prices were very high this year.

CHAIRMAN'S REPORT.

Mr. DesRochers said that Mr. Mount was looking for a successful

PRO'S REPORT.

Mr. Guyer said that the Pro could not attend due to a schedule conflict.

SUPERINTENDENT'S REPORT.

The pesticide inspectors from the DEEP were by on Tuesday. Some recommendations were made, but no citations were given.

There are some steep hillsides that can't be mowed and these have been sprayed with pesticide. These areas will be sown with meadow grass.

No water has been pumped to the lower pond since the recent major rainfall. Both the water usage and greens watering are down.

There has been a request that the ladies tees be evaluated and have them moved closer to the fairways.

The next aeration will be done on October 14th and 15th.

EXECUTIVE DIRECTOR'S REPORT.

Mr. Guyer then reviewed the financials with the Authority Board members as outline on the information sheet. He spoke about the recent Senior Amateur Rounds that had 86 participants. Virtually all the participants made positive comments at the end. A discussion followed about the number of rounds that were played.

COMMITTEE REPORTS AND DISCUSSION.

Tennis/Restaurant Liaison Committee - Mr. Cifatte reported that the tennis season is over but the courts are open. A question was asked about some pallets near the courts being removed. Mr. Schell will call about this. It is expected that there will be more tennis players next year.

Regarding the restaurant, Mr. Cifatte said that the food is excellent and the rent is up to date and had been paid on time. Mr. Guyer said that recently there were no lids for the coffee cups and no Gatorade at the halfway house. The manager will be making some staff changes regarding this.

Operations Committee - Mr. Guyer said that a software upgrade is being done on the carts. Mr. DesRochers said that his out of town guests were impressed with the GPS in the carts. A discussion followed about the round time for the upcoming Mayor's event on Monday.

Finance Committee - Mr. McKenna said that there were pages with the budget comparison with last year and the current year. He reviewed the details with everyone. Mr. McKenna said that the tracking was working out well.

Legal Committee - Mr. Kendy said that Counsel has prepared an opinion letter that will be sent to Mr. Mount regarding the project.

Marketing Committee - It was stated that there will be some discussions about special events like Mother's Day and promoting both resident and nonresident I.D. cards. Potential designs for the logo were passed around.

Human Resources/Policy Committee - Ms. Obuchowski said that the mark up of the employee handbook has been completed and some of the editing has been done. An Executive session will be included in next month's agenda.

Master Plan Committee/Adhoc Driving Range Committee - The Recreation, Parks and Cultural Parks Committee of the Common Council will be reviewing the Master Plan next and then it will go before the Common Council. Mr. DesRochers said that he had spoken with the Mr. Stygar about the grant. A meeting with the City is being scheduled in early October to take the first steps of the RFP process.

A question was asked about the fact that the modified consent order was never approved. Mr. Schell said that he would make a call regarding this.

Mr. DesRochers said that he was hoping to have the agreement from the State by the beginning of the week. Discussion followed about the procurement process. Mr. Cifatte said that Mr. Foley had been incredibly helpful in working on the RFPs. Mr. DesRochers agreed.

OLD BUSINESS.

Oil Tank Update - Mr. DesRochers said that Mr. Mount was scheduling a meeting with the Finance Director, Mr. Hamilton, and others. He said that there had been a meeting with the Mayor about the golf course issues. Ms. King, the City Clerk, had done a wonderful job supporting the Mayor's Trophy event. He added that the City recognizes that the oil tanks should have been removed when the Authority was formed and the soil needs to be remediated.

Mayor's Trophy Update - Mr. Hollar said that there were 110 golfers signed up and more sponsors than tees. Mr. Guyer said that this was the first time in a long time that there had been over 100 participants and more sponsors than tees. He gave a brief overview of the sponsors.

NEW BUSINESS.

Oak Hills Phase 1 Agreement - Mr. Cifatte asked if the vandalism on the carts had been resolved. Mr. Schell said that one of the older motorized carts ended up in one of the ponds. Another night, the beverage cart was pushed into a fence. A few nights later, the beverage cart was pushed into the pond by the Number 3 green. Mr. Guyer said that this had been reported to the authorities and reported to the insurance.

The Patriot's Day event resulted in \$300 in contributions.

ADJOURNMENT.

**** MS. OBUCHOWSKI MOVED TO ADJOURN**

**** MR. KENDY SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 8:30 p.m.

Respectfully submitted

Sharon L. Soltes
Telesco Secretarial Services