

**OAK HILLS PARK AUTHORITY
SPECIAL MEETING MINUTES
April 11, 2012**

PRESENT: Bob Virgulak, Chairman; Mike Corsello, Vice Chairman; Paul Cifatte;
Pat Williams; Shannon Giandurco; Bill Kementzides; and Clyde Mount.

ABSENT: Ralph DePanfilis.

STAFF: Shelly Guyer, Executive Director.

INTERESTED PARTIES: Walter Englert, CPA and Larry Andronaco.

CALL TO ORDER

Mr. Virgulak called the special meeting to order at 7:05 p.m.

ACCEPTANCE OF MINUTES

None.

PUBLIC COMMENT

None.

SPECIAL MEETING DISCUSSION

RESTAURANT LEASE

Mr. Virgulak stated that Quattro Pazzi has found a golf restaurant company to purchase the restaurant lease at Oak Hills Park. Attorney Avery stated that the two entities are in discussion and have not signed a purchase agreement. Attorney Avery stated that he requested information from the company's principal such as the name and contact information of their attorney, financial statements, references, a bond or personal guarantee, and has requested a credit check from Dun & Bradstreet.

The Oak Hills Park Authority, Mr. Englert and Attorney Avery reviewed the restaurant lease terms for changes and revisions to present to the new restaurateur. The Authority specified the addition of a monetary penalty clause for not adhering to specified business hours and new language to encompass business cooperation as it relates customer service and accommodating the golfer and tournament, and course marketing. The Authority discussed other restaurant issues such as hours, rent, a bond and insurance, etc.

Attorney Avery stated that he would add a penalty clause in the lease and requested that Oak Hills provide an outline of the acceptable hours of business for the snack bar, breakfast shack and restaurant that the Authority expects from the restaurateur. Mr. Virgulak asked Mr. Guyer and the restaurant committee to discuss the parameters of hours of business and send it to Attorney Avery. Mr. Virgulak asked Attorney Avery to advise him when he receives all the information from the prospective buyers and has a final lease for review.

GOLF CART LEASE

Mr. Virgulak informed the Authority that Easy Go requested that the City of Norwalk sign a guarantee on the \$240,000 cart lease. He reported that this measure has to be approved by the Common Council meeting on April 24, 2012 before the Mayor can sign it. Mr. Virgulak stated that as soon as it is signed Oak Hills will send the first payment of \$7,997 with the lease to Easy Go and the golf carts will ship. Mr. Guyer advised the Authority that the carts could be delivered by April 30, 2012. Mr. Guyer stated that he may have to rent carts to meet demand over the next 2 weekends. The Authority discussed the issue.

SEARCH FOR GOLF PRO

Mr. Guyer advised the Authority that he and the search committee had two candidates for the position of golf pro at Oak Hills Park. Mr. Guyer stated that one candidate is currently the assistant pro at Brooklawn Country Club has asked for \$75,000 but will only consider taking the job if the position is responsibility for both the golf pro and the course executive director. Mr. Guyer stated that the other candidate was previously an assistant pro at Rayburn Golf Course and he has asked for \$50,000 a year as golf pro at Oak Hills. The Authority discussed the candidates' retail and management experience, hiring a pro as an independent contractor, the office administration needs and the executive director position.

The Authority and Mr. Englert discussed the meeting on Thursday with the Finance Committee of the Common Council and the five year budget.

****MR. CORSELLO MADE A MOTION TO AUTHORIZE MR. GUYER TO OFFER THE CANDIDATE THE POSITION OF OAK HILLS GOLF PRO AS AN INDEPENDENT CONTRACTOR FOR \$50,000 A YEAR, WITH THE UNDERSTANDING THAT THE GOLF PRO PROVIDES SPECIFIED SERVICES AT SPECIFIED HOURS AND CONSULTING SERVICES UNDER TERMS STATED IN A CONTRACT WITH THE OAK HILLS PARK AUTHORITY.**

****MR. MOUNT SECONDED THE MOTION.**

****THE MOTION PASSED UNANIMOUSLY.**

ADJOURNMENT

The Chair entertained a motion to adjourn the meeting at 9:27 p.m.

****MR. MOUNT MADE A MOTION TO ADJOURN THE MEETING.**

****MRS. GIANDURCO SECONDED THE MOTION.**

****THE MOTION PASSED UNANIMOUSLY.**

Respectfully submitted,
Sheila Dravis