

**OAK HILLS PARK AUTHORITY
MEETING MINUTES
February 4, 2010**

PRESENT: Larry Andronaco, Chair; Martha Lemmon; Mike Corsello; Paul Cifatte; Bill Kementzides; and Bob Virgulak.

STAFF: Vincent Grillo, Jr., Executive Director; Tom Vorio, Superintendent and Danae Frangenes, Office Administrator.

ABSENT: Tom Aikenhead, Kristrun Romano and Ralph DePanfilis.

ALSO PRESENT: Walter Englert CPA

PUBLIC: Frank Bisceglia, Shelly Guyer, Joe Tamburri

ACCEPTANCE OF MINUTES

Mr. Andronaco asked the Authority if they had any amendments to the minutes of January 14, 2010. Page 1, Executive Director, 1st paragraph, 3rd sentence, "He noted that the 2009 income dropped \$98,398 over the 2007 season and \$146,585 over the 2008 season due to the poor weather." Page 2, Old Business, 2nd paragraph, 2nd sentence, "...suggested that Oak Hills offer golfers a discount when they buy a certain number of golf rounds up-front."

****MR. CORSELLO MADE A MOTION TO APPROVE THE MINUTES OF JANUARY 14, 2010 AS AMENDED.**

****MR. CIFATTE SECONDED THE MOTION.**

****THE MOTION PASSED. MR. VIRGULAK ABSTAINED FROM VOTING.**

PUBLIC COMMENT

None.

EXECUTIVE DIRECTOR REPORT

Mr. Grillo reported January 2010 revenue was \$1,200 more than in January 2009, which was \$0.

Mr. Grillo reported that they are getting ready to replace the computer system hardware and expect to be able to upgrade the reservation system software in the fall.

Mr. Grillo reported that he obtained some more information on miniature golf courses as well as practice areas from vendors at the PGA golf show. He stated that while he was at the show he spoke with Trojan, a distributor of golf cart batteries, to get a cost to replace the batteries in the golf carts. He stated that the cart lease is up in October so the carts are five years old. He advised the Authority Members that they should decide by July or August whether to lease new carts or keep the current carts and replace the batteries.

Mr. Grillo stated that he plans to hold an employee meeting in March. He noted the Authority Members are welcome to attend and would advise them of the meeting date.

SUPERINTENDENT REPORT

Mr. Vorio reported that they have begun to prune around the course, constructing sand traps on the first hole and would continue improvements to the drainage. He stated that a recent windstorm knocked the roof off the wishing well and some emergency tree removal was required on Fillow Street.

COMMITTEE REPORTS AND DISCUSSION

Tennis / Restaurant Liaison Committee

Mr. Cifatte reported that he had no new information to report on tennis. Mr. Cifatte noted that the restaurant is busy when it is open as it was last Saturday night when he and his family had dinner. Mr. Cifatte reiterated that in March the Committee would try to come up with some new marketing ideas to help the restaurant.

Greens, Facilities & Water Use Committee

Mr. Kementzides had no information to report.

Ms. Lemmon advised the Members that Mr. Hart, their new DEP contact, requested that Oak Hills resubmit the October 2009 request for a 365-day extension to include details on how Oak Hills plans to test the new pump system to determine its success or failure. Ms. Lemmon requested that they send this prior to the next meeting because the DEP wants to receive it by February 12, 2010.

****MS. LEMMON MADE A MOTION FOR PREAPPROVAL BY THE AUTHORITY TO RESUBMIT THE OCTOBER 2009 REQUEST FOR A 365-DAY EXTENSION WITH THE ADDITIONAL PROCEDURAL DETAILS REQUESTED BY THE STATE DEPARTMENT OF ENVIRONMENTAL PROTECTION.**

****MR. CORSELLO SECONDED THE MOTION.**

****THE MOTION PASSED UNANIMOUSLY.**

Finance Committee

Mr. Grillo advised the Authority that he would give a financial report in March but for now, the finances are ok and has no new information to report.

Human Resources/Policy Committee

No information to report.

Legal Committee

Mr. Corsello had no information to report.

Master Plan Committee

Ms. Lemmon stated that the Committee would take up the discussion of a sub-committee in March.

OLD BUSINESS

None.

NEW BUSINESS

Mr. Grillo discussed his findings from the PGA golf show. He stated that the owner of Harris Miniature Golf Construction liked the site and stated that the site may require more work due to the elevation of land. Mr. Grillo noted that Harris Construction advised him that nine holes of miniature golf course must be ADA accessible according to Federal regulations. Mr. Grillo stated that Harris offered to complete construction drawings for \$1,500, which Oak Hills would then use to discuss the proposal with the City as well as part of a bid process. Ms. Lemmon asked that Mr. Grillo request a written proposal for construction drawings from Harris Construction. Mr. Grillo agreed. The Authority discussed the subject further.

Mr. Cifatte advised the Authority Members that the Hour publishes a yearly insert called "The Source". He stated that he would like to advertise Oak Hills Park in it next year. Mr. Andronaco and Mr. Grillo agreed.

Mr. Andronaco mentioned that the March meeting must conclude by 8 p.m. so that the Finance Department can hold a meeting.

Mr. Tamburri urged the Authority to complete the Oak Hills Park Master Plan. Mr. Virgulak stated that the Committee was actively working on a Master Plan until the Chairman fell ill.

ADJOURNMENT

The Chair entertained a motion to adjourn the meeting.

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

****MR. VIRGULAK SECONDED THE MOTION.**

****THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 7:25 p.m.

Respectfully submitted, Sheila Sullivan

