

Oak Hills Park Authority  
AGENDA for SPECIAL MEETING on  
Tuesday, October 25, 2022  
Start Time is 7:00 PM

Virtual meeting via City of Norwalk's Zoom Platform and live on YouTube. Attendees will receive an invite directly from the City of Norwalk.

1. Call to Order
2. Acceptance of minutes from 9/19/2022 special meeting (5 MINUTES)
3. Public Comment (TBD)
4. Report of the Chair (5 MINUTES)
5. Management Reports: (15 MINUTES)
  - a. Report of the Golf Professional: Paul Alexander
  - b. Report of the Superintendent: Jim Schell
  - c. Report of the Controller: Mark Gartner
6. Committee Reports: (20 MINUTES)
  - a. Tennis Committee: Denise Brown
  - b. Restaurant Committee: Alan Dutton
  - c. Supporters of Oak Hills Park: Jerry Crowley
  - d. Nature Advisory Committee: Audrey Cozzarin
7. Old Business / New Business: (5 MINUTES)
  - a. Proposed in memoriam tennis dedication
8. Executive Session: (20 MINUTES)
  - a. OHPA General Manager Job Description
  - b. Food & Beverage License Agreement
9. Resume Public Session (5 MINUTES)
10. Adjournment

NEXT SCHEDULED AUTHORITY MEETING – Thursday, November 17, 2022

## Item #5 - Management Reports

### **Report of the Golf Professional** (filed on October 19<sup>th</sup>)

Now that it is approaching the end of October, golf at Oak Hills Park now moves into the Fall golf season. We are continuing to see lots of golfers and fairly full tee sheets on Fridays, Saturdays, and Sundays. Some weekday mornings are busy but afternoons are getting slow due to the loss of sunlight and the inability to play eighteen holes after 2:30 pm. But, we expect golfers to continue coming during the beautiful Fall weather.

During the last thirty days we had three outings which were very successful. September is a better outing month than August. A large majority of all our 2022 outings have expressed interest in holding their date for the 2023 golf season. We have finished our golf outings for the 2022 golf season.

We have recently completed the Men's and Women's Club Championships and all their golf events for the season. The 4th Annual Junior Club Championship has been played and was attended by 40 juniors and their parents with awards, trophies, and food at Smokin Aces. Our Junior Golf School clinics and on course programs have been more popular than ever before and we are seeing a lot of junior golfers playing golf and often with their families.

Brien McMahon HS and Norwalk HS golf teams have almost completed their golf season. They have moved their schedule to the Fall this year and play here four days a week practicing and playing golf matches in the afternoons. The transition to the Fall has been good for OHPGC because it has opened the tee sheet in the Spring when tee times are very desirable.

Our new tee sheet and POS system have been working well and GolfNow has helped tremendously and continues to drive golfers from all over Fairfield County, Westchester County, and the five boroughs to Oak Hills Park during the 2022 golf season. We have seen lots of new faces and golfers coming from fifty miles away. Our 68 golf carts are clean, in good shape, and running well.

The golf shop has a nice "October Golf Shop Sale" going on now.

We presently have a golf staff of 25 down from a high in the mid-thirties in peak summer. During the 2022 golf season we have hired a total of 20 new members to our golf staff to ensure shifts are always covered and things run smoothly. We had a nice staff golf event and dinner at Ischota Yacht Club on October 6<sup>th</sup>. During the next thirty days, as we slide deep into the Fall golf season, and temperatures fall into the forties, we expect to see less golfers playing golf at OHP during a pleasant time of year. Our newly completed cart paths should be a big help the remaining rest of the golf season. Overall, it has been another successful golf season at Oak Hills Park!

## Item #5 – Management Reports

### **Report of the Superintendent** (filed on October 18<sup>th</sup>)

All is well with the course. We completed greens aeration last Wednesday thanks to good weather and some hard work by the grounds staff and we got a large amount of rain Thursday. The timing couldn't have been better as rain events like that help speed up the recovery process so golf conditions can return to normal sooner. Now we will be turning our attention to some small projects with the little bit of time we gain from cutting down on mowing a little bit and before leaf fall starts in earnest. We had our first frost delay last week and those will become more common now, which will really accelerate leaf fall.

We have demoed a greens mower that is not widely used in the states but seem to be quality made and I will be getting some references to other supers who have them to see if they are difficult or not. It's a Japanese brand that has become popular in Europe among other places and has been around in Japan for decades now. The concerns are availability of parts and general quality of cut. While they seemed okay for the one day we had them, I just want to be sure. The reason I am checking this brand out is they offer a fair price. The big three (Toro, John Deere, and Jacobsen) have all seen up to 50% (and more) price increases since I last bought or quoted them, and these will be 20% or more less expensive. The prices will likely exceed what is estimated on the commercial debt schedule. Our greens fees may need to take a jump to match expense inflation.

On another note, the weather station I was going to purchase has been discontinued and now the options have become a real expensive one like we currently have (communication problems) or one that comes in around \$2500, which helps a little bit with the insane greens mower costs.

I have purchased ten trees that are here and have been or will be planted in advance of planned tree removals. The new trees are all bird and bee friendly with good fall color, spring flowers and/or fall berries and in locations that are not detrimental to fine turf growth. While they are juvenile trees now, they will be a nice addition to the beauty and ecology of the property.

The new boiler has been installed at the Old Pro Shop, but one of the zones has a leak. We need to figure out which section it is (the leak is in a section under the building) and pipe a bypass, likely to go overhead.

## **Report of the Controller**

### General Notes:

1. The annual fiscal audit is complete with the report expected to be issued this month.
2. The Line of Credit expires in November so the Controller will work with our bank for the standard annual extension. We need our signed audit report in order to complete this.

### Financial/Operational Activity:

1. September golf rounds are up 11% over prior year and up 9% over monthly budget.
2. September Net Operating Income is \$30k over budget with higher than expected revenues driving the overage.
3. YTD September golf rounds and cart rounds continue to perform above budget.
4. YTD September revenues are \$131k over budget, offset by an expense overage of \$6k, which includes a \$25k overage in water expense due to dry, hot conditions.
  - Keep in mind that the dry, hot conditions helped drive our revenue overage so this excess in water expense is warranted. Other than water, we are \$19k under-budget on all remaining expenses.
5. YTD Net Operating Income is \$425k, which is \$125k over-budget and therefore puts us in an extremely attractive position for the remainder of FY23.
6. We can expect to see some expenditures for capital improvements in the coming months (off-season).