Commissioner Tiedt called the meeting of the Osceola County Parks Finance Committee to order at 1:00 p.m. A prayer was given followed by the pledge to the flag.

Present: Commissioners Tiedt, VanEpps and Elkins.
Absent: none
Park Personnel: Carl Baumgras, Julie Homan, Crittenden Park: Mike & Judy Murray, Rose Lake Park: Mike & Karen Tribley
Others: none

**Agenda:** Motion by Commissioner VanEpps, supported by Commissioner Elkins to approve the agenda with an additions of camping complaints and staffing clarifications to new business. Motion carried unanimously.

**Public Comments** – None.

**Approval of Prior Minutes.** Motion by Commissioner VanEpps, supported by Commissioner Elkins to approve the minutes of July 5, 2016. Motion carried unanimously.

**New Business:**
Claims were presented in the amount of $15,980.06. **Recommendation by Commissioner VanEpps, supported by Commissioner Elkins to approve the claims in the amount of $15,980.06. Recommendation carried unanimously.**

The revenues and expenditures through August 9, 2016 for both parks were reviewed. The revenues to date were $240,276.42 and the expenditures were $169,992.66. The checkbook balances are $165,461.18. Another $12,138.50 was received in receipts for the week ending July 8th at both parks, this amount is not included in the report. With these receipts we are $285 away from making revenue budget for 2016.

Commissioner VanEpps asked about bank deposits and security for the park personnel making deposits. Routine bank stops can lead to problems for staff and should change up routines to deter problems from happening when deposits to the bank are made. Cameras in the parks would also benefit for security.

A camping complaint at Crittenden Park was received and reviewed. Dog situations continue to disrupt the campers and the Park Managers feel the Parks Commission may want to look at new policies regarding dogs in the park.

A payroll situation at Crittenden Park was received and reviewed. Commissioner Tiedt recommended when staff is needed, the parks do not need to follow guidelines established at this time and made the following recommendation. **Recommendation by Commissioner Elkins, supported by Commissioner Tiedt to approve the start date of July 18th for Larry VanHouten at Crittenden Park. This start date is prior to his approved physical date of July 25th. Recommendation carried unanimously.**

**Old Business:**
The budget process for 2017 was reviewed. The Parks Director discussed the due dates for the 2017 budget and timelines and guidelines established by the Coordinators Office to complete the budget. He reviewed the needs for Rose Lake and Crittenden Parks in 2017 and asked that a preliminary budget be presented to the Coordinators office by August 23rd be emailed to the Finance Chairman prior to August 23rd and that this budget needs to be reviewed at the next Parks Commissioners meeting on August 30th. The Finance Committee felt this would be ok to do. He reviewed the need to ask for County assistance in funding the bypass project at Rose Lake, and the committee felt that it will not be needed at this time and to put $50,000 for capital funds into the 2017 budget for completion of this bypass.

The Rose Lake section I, J, and L electrical/water upgrade project was reviewed. The Parks Director discussed this section to not be user friendly as it is and would like to move forward with the study with Lapham’s help at the cost of $4,000.00. **Recommendation by Commissioner Elkins, supported by Commissioner VanEpps to approve the study of section I, J, & L at Rose Lake for 2016 with the services of Lapham Engineering of Clare for $4,000.00. Recommendation carried unanimously.**
Review of Rose Lake mini golf project dedication was received and reviewed. An agenda, a program and history of Rose Lake Park mini golf is needed for the August 16th dedication. The media should be approached regarding attendance at Rose Lake Park for this dedication and the Parks Director should work up information (i.e. helpers, donors and history) of the mini golf to be available for them to use in the papers. Discussion followed on who was invited, number attending, and food to be served. Commissioner VanEpps will contact the vendors for the pizza to be served for the dedication.

Review of Crittenden playground project was received and discussed. The Parks Director will continue to move forward on reviewing the necessary items needed and possible grant money from the Osceola Community Foundation and Tri County Electric for this equipment and installation to be purchased.

WIFI was reviewed for both parks. The Finance Committee wants the full Parks Commission to review WIFI needs and to discuss this at future meetings.

The north restroom at Rose Lake was discussed for the improvements needed. Roe Lake Park manager to install new lighting/exhaust fans in the shower areas to help with the dankness of the shower area.

A drawing from CTX Concrete Building was presented as a source for a new Crittenden Park restroom facility. The Finance Committee would like this to remain a top item on the agenda. This will be a project needed within the next 2-3 years and the committee discussed prefab versus stick built, the number is individual restroom units needed and the specs for design of this restroom.

**Park Manager/Employee Comments:**
The Parks Director discussed the dates of workshops needed to work on the 5 Year County Recreation Plan.

Crittenden Manager discussed the park slowing down and the grass at the park is burning up. He also brought up the tree bid at Crittenden Park.

Rose Lake Manager discussed the need for all faucets to be replaced, picnic table repairs needed, commented regarding the mini golf dedication, and items needed for the water slide. Money needed will be made available to help fund these projects in 2016.

Comments were received by the Finance Committee on the Mini Golf area and how it looks great; as well as comments from a seasonal camper at Rose Lake were received on how well they like being seasonal campers.

*Motion by Commissioner VanEpps, seconded by Commissioner Elkins to adjourn at 3:15 p.m.*

Respectfully submitted,

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Julie Homan – Executive Secretary/Bookkeeper
Draft until approved at the next Osceola County Parks Finance Committee meeting