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 Tribley & Brian Stieg
Others: Gary Karttunen of KPM Engineering

Agenda: Motion by Commissioner VanEpps, supported by Commissioner Elkins to approve the agenda with the movement of Rose Lake Gatehouse/Bypass prior to public comment. Motion carried unanimously.

Rose Lake Bypass/Gatehouse – Gary Karttunen of KPM Engineering was present at the meeting and offered comments, drawings and estimate of costs associated with the bypass at Rose Lake Park. Discussion followed regarding the drawing, specifications, $42,715 estimate for project, permits needed, drainage, timelines, MDOT specifications, slope preservation, tree disposal, utilities contacted and the commissioners are good with the drawings, signs will need to be done at parks expense, bid proposal wordage will be emailed to Gary and the following recommendation was made: Recommendation by Commissioner VanEpps, supported by Commissioner Elkins to accept the drawing submitted by KPM and have the Parks Director sign and deliver the permit needed to the Osceola County Road Commission. Recommendation carried unanimously.

Public Comments – None.

Approval of Prior Minutes. Motion by Commissioner VanEpps, supported by Commissioner Elkins to approve the minutes of August 9, 2016 as written. Motion carried unanimously.

New Business:
Claims were presented in the amount of $5,410.57. Recommendation by Commissioner Elkins, supported by Commissioner VanEpps to approve the claims in the amount of $5,410.57. Recommendation carried unanimously.

The revenues and expenditures through September 13, 2016 for both parks were reviewed. The revenues to date were $285,508.18 and the expenditures were $199,049.28. The checkbook balances are $171,663.00. $1212.00 was received in receipts for the week ending September 11th at both parks. A report of expected expenditures through the end of 2016 was given and discussion followed on possible completion of needed projects within the 2016 season.

Budget Amendment # 8 was submitted for approval for the amount of $3,000.00. Recommendation by Commissioner Elkins, supported by Commissioner VanEpps to approve BA # 8 in the amount of $3000.00, with a decrease in Rose Lake Seasonal Camping of $3000.00 and an increase in Bank Charges of $3000.00. Recommendation carried unanimously.

Budget Amendment # 9 was submitted for approval for the amount of $12,000.00. Recommendation by Commissioner VanEpps, supported by Commissioner Elkins to approve BA # 9 in the amount of $12000.00, with a decrease in Rose Lake Camping of $6000.00, a decrease in Crittenden Camping of $5000.00 and a decrease of $1000.00 in Seasonal Camping Rose Lake. The increases needed were $5000.00 in Electric, $6000.00 in Equipment Maintenance and $1000.00 in Building Maintenance. Recommendation carried unanimously.

Old Business:
The Rose Lake gatehouse design and cost were reviewed. The building design, restrooms, electrical input/output, insulation of building, phone line, finishing of the inside, water cooler, and cost were all discussed. An initial figure of $15,000 was received for cost of purchase and installation. Builders in the LeRoy area were discussed for contact in regards to construction.
The Rose Lake sections I, J, and L electrical/water survey and conceptual design letters from Lapham were received and reviewed. The Parks Director discussed their contract needed his signature and an initial payment of $1500.00 was requested. Discussion regarding 2 cabins and a tree house for design in this area was presented. Recommendation by Commissioner Elkins, supported by Commissioner VanEpps to approve the payment of $1500.00 to Lapham for the initial work to be started on the survey and conceptual design and for the Parks Director to sign the contract with Lapham. Recommendation carried unanimously.

Review of Crittenden playground project was received and discussed. The Parks Director stated a November timeframe to find out if the grant from Fremont Community Foundation will be received. The costs associated with the parks installing the equipment can be around $3500.00 with donations to be received around $1500.00. Swings will be removed from Crittenden with the placement of the new equipment and will be sent to Rose Lake Park for use in their common area.

Discussion was received regarding Crittenden Park restroom facility. Recommendation by Commissioner VanEpps, supported by Commissioner Elkins to have the Parks Director review all options regarding prebuilt or stick built, disposal of existing building, ventilation, water heaters, and grant money available. Recommendation carried unanimously. Further discussion received regarding a good plan for the restroom is needed, placement of where structure to be placed and timeframe for completion were all reviewed.

The budget process for 2017 was reviewed. The Parks Director discussed a golf cart for sale at Rose Lake Park, Rose Lake has 23 trees that need to be trimmed, a washing machine is needed at Rose Lake Park, and septic pumping at Crittenden Park this fall. Recommendation by Commissioner VanEpps, supported by Commissioner Elkins to approve up to $650.00 to Johnson Septic of Sears to pump the drain field at Crittenden Park. Recommendation carried unanimously.

Park Manager/Employee Comments:
The Parks Director discussed bidding process needed for snow removal, leaf cleanup at Rose Lake and water well testing at both parks. The Finance Committee gave the director the approval to question the current contractors to extend the bid for snowplowing, leaf cleanup and water well testing for 2017 if they would complete the projects with the same bid dollars that was received in 2015/2016.

Crittenden Manager discussed the trees needed and placement of the trees. The Parks Director to follow up and take care of the trees needed at Crittenden Park.

Rose Lake Manager discussed the 31 year old female that stayed at Rose Lake while bicycling across America.

Comments were received by the Finance Committee on the evaluations of managers and the equipment inventory review prior to parks closing. Staffing needs for 2017 were discussed and an Employee Appreciation Dinner will be held on Thursday, September 29, 2016 at Travelers Motel and Bar in LeRoy at 6:00 p.m. for all park employees, commissioners and spouses.

Motion by Commissioner Elkins, seconded by Commissioner VanEpps to adjourn at 2:40 p.m.

Respectfully submitted,