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 expense procedures and inventory disposal 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 June 14, 2016. Motion carried unanimously.

**New Business:**
Claims were presented in the amount of $14,075.39. **Recommendation by Commissioner VanEpps, supported by Commissioner Elkins to approve the claims in the amount of $14,075.39. Recommendation carried unanimously.**

Budget Amendment #5 presented in the amount of $1,300.00. **Recommendation by Commissioner Elkins, supported by Commissioner VanEpps to approve Budget Amendment #5 for $1300.00, adjustment to Capital Equipment. Recommendation carried unanimously.**

The revenues and expenditures through July 5, 2016 for both parks were reviewed. The revenues to date were $181,382.12 and the expenditures were $123,110.65. The checkbook balances are $141,522.11. $17,249.00 was received in receipts for the 4th of July holiday week at both parks.

The expenditure procedure for the Osceola County Parks Commission was reviewed. Discussion followed regarding the need for increased values for managers and directors approvals. **Recommendation by Commissioner VanEpps, supported by Commissioner Elkins to approve an increase in park managers from $0 to $100.99 to $0 to $250.99, for parks director from $101 to $250.99 to $251.00 to $500.00 and for approval by the Finance Chairman from $251 to $3,000.99 to $500.99 to $3,000.99 for approval. Recommendation carried unanimously.**

A request to dispose of two Bunn coffee makers 1 each from both parks was submitted. **Recommendation by Commissioner Elkins, supported by Commissioner VanEpps to approve proper disposal of both Bunn coffee makers. Recommendation carried unanimously.**

**Old Business:**
The Rose Lake bypass/gatehouse project was reviewed. The need for engineering designs was approved in the June 14th Finance meeting with possible grant money being used, the schematics to use and surveying all being discussed. Letters to the engineering firms was completed on June 23rd and a meeting at Rose Lake Park for any engineering firm to attend and discuss options on July 6th was discussed. All bids will be due July 21st and will be reviewed at the Parks Commission meeting on July 26th.

Three bids for the Rose Lake fish cleaning station project and costs was received and discussed. Store More Mini Barns of LeRoy will build, deliver and setup the station for $1500.00. The Rose Lake Manager will complete the project of electrical and plumbing once the station is in place. The bid is well below the $2000.00 approved on May 24th Parks Commission meeting for this project.

The Rose Lake section I, J, and L electrical/water upgrade project was reviewed. The need for engineering development and design bids was approved in the June 14th Finance meeting. Letters to the engineering firms was completed on June 23rd and a meeting at Rose Lake for any engineering firm to attend and discuss options on July 6th was discussed. All bids will be due July 21st and will be reviewed at the Parks Commission meeting on July 26th.
Review of Rose Lake mini golf project and bids for the plaques was received and have been purchased. The Rose Lake Manager believes if all goes well with this project, the park could open the mini golf to the public again in mid July, 2016. The Rose Lake manager provided a list of items completed as well as those yet to be done. An August 16th at 6:00 p.m. date and time for a dedication was discussed. Mailing will go out to all donors when it gets closer to the completion date. The Park Manager and Director would like to see 6 to 7 benches placed in the mini golf area and will review pricing for these items.

Review of Crittenden playground project was received and discussed. The Crittenden manager provided a Home Depot design of equipment that they would like to purchase. The Parks Director will continue to move forward on reviewing the necessary items needed, the placement of the equipment, the size situation, possible grant money for this to be purchased, and a meeting with Risk Management personnel Terry Vandoren on July 7th for placement and safety.

Review of the future projects and the budget for 2017 was received. The Parks Director provided and discussed a list of projects and items needed at both parks. Input from all park personnel and park commissioners in preparing the budget for 2017 is needed.

Park Manager/Employee Comments:
Rose Lake Manager discussed a TV damaged that was used for activities and wondered if it could be replaced. Dog situations at Rose Lake Park were received. Crittenden Manager discussed the Assistant Manager gave a 2 week notice and will be leaving the park.

The next Finance Committee meeting scheduled is Tuesday, August 9th at 1:00 p.m. and the Parks Commission meeting is scheduled for July 26th at 6:00 p.m. in the courthouse in Reed City.

Motion by Commissioner VanEpps, seconded by Commissioner Elkins to adjourn at 3:45 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