

**Sandusky County Park District
Board of Park Commissioners Meeting
March 17th, 2021 Regular Meeting
9:00am at Park District Main Office
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The Board of Park Commissioners met at the Park District Main Office on March 17th, 2021 at 9:00 AM.

Roll Call

Commissioner Moore called the meeting to order at 9:00 am. HR Business Manager Christina Warden conducted the roll call showing Commissioners Fails, Mr. Lawrence were present via Teleconference, and Mr. Moore was present. Mr. Brown was in attendance, Christina Warden was present via Teleconference.

Recognition of Visitors/Public Participation/Correspondences: none

(1) Motion to accept minutes of the February 17, 2021 Regular Meeting was made by Mr. Lawrence, seconded by Mr. Fails and passed unanimously with a vote of 3-yes and 0-no.

Finances

(2) A motion to approve the financial reports was made by Mr. Fails, seconded by Mr. Lawrence and passed unanimously with a vote of 3-yes and 0-no. Copies are included in the Proceedings of the Board of Park Commissioners Journal.

Expenditures were approved as presented.

Credit Card Report: HR Business Manager Christina Warden gave her credit card report at the meeting.

Audit Committee: Attached is the 2020 Hinkle Report for your review.

(3) Resolution 2021:09:2021 Permanent Appropriations Budget: The attached 2021 Permanent Budget has been updated but the overall amount budgeted in the General Fund remains unchanged from the 2021 Temporary Budget, which was passed back in December. Everything in "red" reflects a change from the Temporary Budget, whether that change is an increase or a decrease. That helps the auditor make the adjustments in New World. A motion to approve Resolution 2021-09 was made by Mr. Fails, seconded by Mr. Lawrence and passed unanimously with a vote of 3-Yes, 0-No.

Departmental Reports

Copies of Departmental Reports are included in the Proceedings of the Board of Park Commissioners Journal.

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Unfinished Business

Update on Renovating a Portion of River Cliff Lodge for Office Space: The project continues to proceed quickly and smoothly. Drywall is up and finishing should start soon. The project remains on schedule and under budget.

Terra Bike Trail Extension Update:

(4) MOU with Terra State Community College Update: The updated trail design has necessitated some updates to the contract with CT Consultants, an Engineer's estimate for the project, as well as an estimate of grant vs match money. Therefore, Terra State College Officials and I believe that it would be best to update the MOU with addendums that more accurately convey the most likely matching dollars that Terra will need to in order to reimburse the Park District. A motion to authorize Director to Execute Approve updated MOU was made by Mr. Lawrence, seconded by Mr. Fails and passed unanimously with a vote of 3-Yes, 0-No.

(5) Authorizing the Director to Execute an Addendum to the Agreement for Engineering and Design Services for the Terra Extension of the North Coast Inland Trail: Due to the updated route design, CT Consultants, needs to conduct additional topography and survey work. Those costs are included in the enclosed addendum. If awarded funding by the Clean Ohio Trail Fund/Recreation Trail Fund these costs would be reimbursable up to 75%. A motion to authorize the Director to execute the Addendum to the Agreement was made by Mr. Fails, seconded by Mr. Lawrence and passed unanimously with a vote of 3-Yes, 0-No.

New Business

(6) Request form Downtown Fremont Inc., to Sponsor "Street Play Saturday Event": The event highlights the bike trail and also promotes outdoor activities and healthy living as well. The district was a sponsor for \$750 last year and it has been a success in the past. Downtown Fremont Inc. is asking for our sponsorship to remain at the \$750 level again this year, which splits it evenly with the Sandusky County Public Health Department. I recommend that we do so since it fits within our mission and we would get excellent exposure from doing so again. A motion to approve sponsorship was made by Mr. Fails, seconded by Mr. Lawrence and passed unanimously with a vote of 3-Yes, 0-No.

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(7) Resolution 2021-10 & 2021-11: Purchase of Vehicles: The 2021 permanent budget, includes funding for the purchase of two (2) vehicles; a program vehicle and an administrative vehicle. The administrative vehicle was approved in the January 2021 meeting however, due to lack of availability on the Ohio State Procurement site, we are looking to purchase from Sourcewell, a nationwide bidding consortium that we've utilized in the past. The last time a new vehicle for the program department was purchased was in 2009. A truck for them would enable them to pull the wagons for tours without the need to interrupt maintenance operations. These resolutions authorize the Director to purchase these vehicles through existing public contracts such as the State of Ohio Cooperative Purchasing Program or by collecting quotes, according to State Law. A motion to approve Resolution 2021-10 was made by Mr. Lawrence, seconded by Mr. Fails and passed unanimously with a vote of 3-Yes, 0-No. A motion to approve Resolution 2021-11 was made by Mr. Lawrence, seconded by Mr. Fails and passed unanimously with a vote of 3-Yes, 0-No.

Board Initiated Business: The board member authorized the Director to move forward and sign a contract with Environmental Design Group's proposal to evaluate parking and access options at Christy Farm Nature Preserve with a cost of \$2,800.

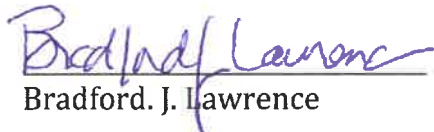
(8) Adjournment: Next regular meeting is scheduled for Wednesday April 21st, 2021 at 9:00 a.m.; location to be determined. A motion to adjourn was made by Mr. Lawrence.

With no further business, the Board adjourned at 10:18 am.

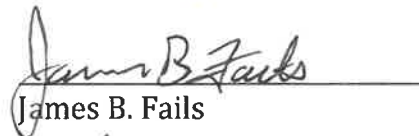
Board of Park Commissioners



George B. Moore



Bradford J. Lawrence



James B. Fails



Andrew Brown, Director/Secretary

4/21/21
Date