

**Sandusky County Park District
Board of Park Commissioners Meeting
November 16th, 2022 Regular Meeting
9:30am at River Cliff Lodge
Page 1 of 3**

The Board of Park Commissioners met at River Cliff Lodge on November 16th, 2022 at 9:30 AM.

Roll Call

Commissioner Lawrence called the meeting to order at 9:34 am. Christina Warden conducted the roll call showing Commissioners Moore, Lawrence, and Fails were present. HR Business Manager Christina Warden, Director Andrew Brown was also in attendance.

Recognition of Visitors/Public Participation/Correspondences: Shared a thank you letter, thanking the Operations Staff for their hard work.

(1) Motion to accept minutes of the October 19th, 2022 Regular Meeting was made by Mr. Fails, seconded by Mr. Moore 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. Moore, seconded by Mr. Fails 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: Credit card report was given by Christina Warden and was available at the meeting.

Draft Budget Discussion: Discussions were had about the upcoming 2023 Temporary Budget. No action was taken.

Departmental Reports

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

Unfinished Business

Update on the Terra Bike Trail Extension Project: The project is wrapping up and we should have final inspection at some point soon.

New Business

(3) Resolution 2022-40: 2023 Bond Schedule: Attached is the Sandusky County Courts Bond Schedule. This bond schedule will be included in our codified rules and regulations. A motion to approve Resolution 2022-40 was made by Mr. Fails, seconded by Mr. Moore and passed unanimously with a vote of 3-Yes, 0-No.

**Sandusky County Park District
Board of Park Commissioners Meeting
November 16th, 2022 Regular Meeting
9:30am at River Cliff Lodge
Page 2 of 3**

(4) OHLEG Security Policy: This Policy is required by OHLEG for any entity that utilizes the service. It was created by mirroring a sample policy provided by OHLEG. It does not change the way we've been operating but is only a formality as we have been adhering to this already. A motion to approve the OHLEG Security Policy was made by Mr. Moore, seconded by Mr. Fails and passed unanimously with a vote of 3-Yes, 0-No.

(5) Resolution 2022-41: 2023 Employee Uniform Care Reimbursement: This is an annual resolution which authorizes payment to employees for the care and upkeep of District owned and issued uniforms and equipment. A motion to approve Resolution 2022-41 was made by Mr. Fails, seconded by Mr. Moore and passed unanimously with a vote of 3-Yes, 0-No.

(6) Exemption for Travel Policy: The Ohio Parks and Recreation Association Conference is in Sandusky again this year. Director Brown would like to request an exemption for himself and HR Business Manager Warden of the Travel Policy to allow for overnight stay during the duration of the conference. There are many networking opportunities in the evenings that are well attended and beneficial. This has been done in the past few years to allow for staff to attend and stay overnight. A motion to approve the exemption was made by Mr. Moore, seconded by Mr. Fails and passed unanimously with a vote of 3-Yes, 0-No.

(7) Resolution 2022-42: 2023 Fees and Charges: This annual resolution establishes fees and charges for the Park District facilities and services for the coming year. The proposed 2023 rates are similar to last year's rates. Included in the resolution is also our updated cancellation policy with fees associated with changing reservations and cancelling them. This has become necessary as staff time has gone up due to these requests and their frequency. There was also a reservation fee added for camping reservations. A motion to approve Resolution 2022-42 was made by Mr. Moore, seconded by Mr. Fails and passed unanimously with a vote of 3-Yes, 0-No.

Board Initiated Business:

(8) Adjournment: Next regular meeting is scheduled will need to be Wednesday, December 21st, 2022 at 9:30 a.m.; River Cliff Lodge. A motion to adjourn was made by Mr. Fails, seconded by Mr. Moore and passed unanimously with a vote of 3-Yes, 0-No.

With no further business, the Board adjourned at 10:44 am.

**Sandusky County Park District
Board of Park Commissioners Meeting
November 16th, 2022 Regular Meeting
9:30am at River Cliff Lodge
Page 3 of 3**

Board of Park Commissioners

Bradford J. Lawrence
Bradford J. Lawrence

James B. Fails
James B. Fails

George B. Moore
George B. Moore

AB
Andrew Brown, Director/Secretary

12/24/2022
Date