

**Sandusky County Park District
Board of Park Commissioners Meeting
January 21st, 2026, Regular Meeting
9:30am at Fremont Rotary Lodge, Don W. Miller Memorial Park
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The Board of Park Commissioners met at Fremont Rotary Lodge, Don W. Miller Memorial Park on January 21st, 2026 at 9:30AM.

Roll Call

Commissioner Lawrence called the meeting to order at 9:32 am. Christina conducted the roll call showing Commissioners Fails and Moore, and Lawrence were present, Director Andrew Brown and Administrative Supervisor-HR Coordinator Christina Warden was in attendance.

Recognition of Visitors/Public Participation/Correspondences

Judge Brad Smith to swear in Brad Lawrence for an additional term as Park Commissioner.

(1) Board Reorganization/Election of Chair and Vice-Chairs: In keeping with the established policy for appointment of Chair and Vice-Chairs the following officers are proposed for 2026:

Chairman	Brad Lawrence
1 st Vice Chair	George Moore
2 nd Vice Chair	Jim Fails

A motion, second and a vote will be needed to elect a slate of officers. A Motion to approve the proposed slate of officers was made by Mr. Fails, seconded by Mr. Lawrence, and passed unanimously with a vote of 3-yes and 0-no.

(2) Motion to accept minutes of the December 17th, 2025 Regular Meeting was made by Mr. Moore, seconded by Mr. Fails, and passed unanimously with a vote of 3-yes and 0-no.

Finances

(3) 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.

Expenditures were approved as presented.

Credit Card Report: Credit card report was available at the meeting.

Departmental Reports

Copies of Operation and Program Reports included in the Proceedings of the Board of Park Commissioners Journal.

Administrative Report – Sheriff's Office Contract Update

Elizabeth Parker has decided to resign from her position. We wish Ms. Parker well, and the best of luck in her future endeavors.

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New Business

(4) Resolution 2026-01: Meeting Refreshments: This resolution authorizes the expenditures of Public Funds for coffee, meals, refreshments, and other amenities for meeting with Public Officers and Employees. A motion to approve Resolution 2026-01 was made by Mr. Fails, seconded by Mr. Moore, and passed unanimously with a vote of 3-Yes, 0-No.

(5) Resolution 2026-02: Travel Policy: This is a resolution presented annually that establishes the travel policy for the current year. It closely mirrors the County Commissioners Travel Policy for 2026. A motion to approve Resolution 2026-02 was made by Mr. Moore, seconded by Mr. Fails, and passed unanimously with a vote of 3-Yes, 0-No.

(6) Resolution 2026-03: Authorizing Expenditures Permissible to Board Members and Employees to Join an Association Related to the Park District Affairs: This annual resolution authorizes the expenditure of Park District funds for Board Members and employees to join organizations, such as OPRA, National Association of Interpreters (NAI), the Wildlife Rehabilitators Association, Rotary, Exchange, Lions, etc. when such membership is deemed to be beneficial to Park District affairs. A motion to approve Resolution 2026-03 was made by Mr. Fails, seconded by Mr. Moore, and passed unanimously with a vote of 3-Yes, 0-No.

(7) Authorizing Fremont Rotary to Hold Social & Fundraising Events at Rotary Lodge: The Fremont Rotary Club has requested to hold events at Rotary Lodge again this year, including BYOB social events but also Rotary Lodge fundraising events for the renovations that would have an open bar. The Fremont Rotary Club possesses an insurance policy which covers the liability for such an occasion. A motion to approve Rotary Club Social and Fund-Raising events at Rotary Lodge in 2026 with BYOB Alcohol was made by Mr. Moore, seconded by Mr. Fails, and passed unanimously with a vote of 3-Yes, 0-No.

2025 Gifts, Grants, and Donations Report: The report and letter to the Judge, which will be submitted to the Probate Court for approval in accordance with Ohio Law and local policies, is enclosed for your review.

(8) Resolution 2026-04: Updated Fees and Charges: This resolution adopts the Park District's 2026 schedule of fees and charges for camping, beach admission, rentals and related services. It includes an increase in the White Star campground nightly rates from \$35.00 to \$40.00, updated group camping and reservation fees, and revised change and cancellation policies for camping and facility reservations. The resolution also establishes daily beach admission pricing, including premium rate for Fridays through Sundays with adult admission set at \$10.00 Monday-Thursday and \$12.00 Friday-Sunday, while child admission remains \$5.00 per day with children two and under admitted free. Approval of this resolution authorizes staff to implement the 2026 fees schedule and update all signage, publications and online

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systems accordingly. A motion to approve Resolution 2026-04 was made by Mr. Fails, seconded by Mr. Moore, and passed unanimously with a vote of 3-Yes, 0-No.

(9) Resolution 2026-05: recognizing Director Brown for 20 Years of Dedicated Service: The Park District recognizes staff members who achieve significant employment milestones in accordance with Policy 0040: Employee Recognition. Director Andrew Brown has reached 20 years of dedicated service to the residents of the Sandusky County Park District. The Board is asked to consider approval of Resolution 2026-05 to formally recognize Andrew Brown's 20 years of service and present him with a commemorative resolution and a \$125.00 longevity bonus in accordance with Park District policy. A motion to approve Resolution 2026-05 was made by Mr. Moore, seconded by Mr. Fails, and passed unanimously with a vote of 3-Yes, 0-No.

(10) SCUBA Contract – White Star Park: The current SCUBA concessionaire at White Star Park is in default for failure to pay the 2025 contract-year concession fee and failure to provide the required proof of liability insurance naming the Park District as an additional insured. After consultation with legal counsel, staff recommends approval of a Payment & Compliance Cure Agreement requiring full payment of the past-due \$40,000 and proof of insurance by April 1, 2026, as a condition of any further SCUBA operations. Staff also recommends approval of a Mutual Termination Agreement that would end the existing SCUBA concession agreement effective April 1, 2026, and allow the District to competitively rebid a one-year SCUBA concession for the remainder of the 2026 season. Finally, staff requests authorization to issue a Request for Proposals for the 2026 SCUBA concession so that the Board may consider awarding a new contract in advance of the upcoming diving season. The RFP will include a minimum concession fee to ensure the concession remains financial worthwhile for the Park District. This approach protects the Park District's financial and liability interests while preserving the opportunity for continued SCUBA operations under a new, Board-approved contract. A motion to approve the Payment & Compliance Cure Agreement, the Mutual Termination Agreement, and authorize staff to issue a Request for Proposals for the 2026 SCUBA concession was made by Mr. Moore, seconded by Mr. Fails, and passed unanimously with a vote of 3-Yes, 0-No.

(11) Amendment to Creek Bend Farm Land Lease: This authorizes the Director to amend Section 8 of the 2026-2028 Creek Bend Farm Land Lease with Michael Hetrick to change the cover crop requirement from mandatory to preferred. The current lease requires that a cover crop "shall" be planted on all open land; however, this provision has not been historically enforced and does not reflect current farming practices at Creek Bend Farm. Approval of this authorizes the Director to revise the language to state that a cover crop is "preferred" to initial the amendment on the executed lease, and to provide the lessee with a copy of the amended lease. A motion to authorize the Director to amend the Creek Bend Farm Land Lease by revising the cover crop provision to state that a cover crop is preferred and to implement this change and provide the lessee with a copy of the amended lease was made by Mr. Moore, seconded by Mr. Fails, and passed unanimously with a vote of 3-Yes, 0-No.

Board Initiated Business:

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None**

(12) Adjournment: Next regular meeting is scheduled will need to be Wednesday, February 18th, 2025, at 9:30 a.m.; Fremont Rotary Lodge, Don W. Miller Memorial Park. A motion to adjourn was made by Mr. Fails.

With no further business, the Board adjourned at 10:26 am.

Board of Park Commissioners

absent
George B. Moore

Brad J. Lawrence
Bradford J. Lawrence

James B. Fails
James B. Fails

Andrew Brown
Andrew Brown, Director/Secretary

2/18/2026
Date