

August 21, 2025 Board Meeting Minutes
Preservation Parks of Delaware County
2:00 PM Deer Haven Park

Roll Call: The meeting was called to order at 2:00 PM, with Board members Bruce Ruhl, Chair; Glenn Marzluf, Vice Chair; and John Bader, Secretary present. Staff included Mary Van Haaften, Director; Tyler Swartzlander; Matt Simpson; Kerry Gerich; Chris Roshon; Beth McCollam; Kyle Pace; Bonnie Houk; and Sgt. Watkins.

Public Present: Amy Tovar

Consent Agenda:

1. Approval of July 15, 2025 Board Minutes
2. Human Resources Changes in Personnel Report
3. Resolution 2025 - 618 Transfer from the General Fund to Capital Projects
4. Resolution 2025 – 619 Approve New Authorized Credit Cardholders
5. Accepting a \$3,650 restricted donation from the Preservation Parks Foundation for Summer Letterbox Adventure, Adventure Run, and Trick or Treat Trail.
6. Accepting a \$6,350 unrestricted donation from the Preservation Parks Foundation
7. Approval of Declaration of Surplus Property
8. Approval of purchases over \$50,000 in goods and services from specific vendors during 2025

Items Removed from the Consent Agenda: None

Approval of Consent Agenda: G. Marzluf moved to approve the consent agenda, J. Bader seconded, all members voted aye. The motion passed.

Financial Report and Ratification of Vouchers: G. Marzluf moved to approve the Financial Report and Ratification of Vouchers, J. Bader seconded, all members voted aye. The motion passed.

Park Updates:

Hickory Woods Park Improvements – M. Simpson shared design plans for the new shelter, restroom, and playground area. The playground will feature a “fox den” natural theme along with additional amenities under consideration. He also reported on the proposed annexation of part of Hickory Woods Park, which would allow utilities to be extended to the new shelter and restroom.

Perfect Schoolhouse – T. Swartzlander provided an update on the Perfect Schoolhouse project. Following multiple masonry reviews, it was recommended that the entire exterior be repointed and damaged bricks replaced. This additional work will increase the project budget. To help offset the added cost, staff identified several project components they can complete in-house. A final cost proposal, including the recommended budget increase, will be presented to the Board at a future meeting.

Department Reports:

Outdoor Connections: On behalf of Casey Smith, who was absent, B. McCollam highlighted the summer concert series with a total of about 2,700 visitors attending the concerts throughout the summer. She also highlighted the work of volunteers at Gallant Farm, including cleaning up the landscaping around the farmhouse.

Administration: T. Swartzlander provided updates on the Perfect Schoolhouse and McCammon Creek Park East projects. He also noted that he has completed training to become a Public Notary.

Human Resources: On behalf of Tony Benishek who was absent, M. Van Haaften announced that Sgt. Watkins will be promoted to Chief of Park Police following Chief Welch’s retirement in November. She also shared that Carol Zimmerman has accepted the Development Director position and will begin at the end of September.

Park Police: Sgt. Watkins reported that the Park Police assisted the Delaware County Sheriff's Office with several missing children cases; all children were found safe. Additionally, a citation was issued for failure to control after a vehicle crashed into a fence at Hickory Woods Park.

Marketing & Communications: B. McCollam noted that the website had over 18,000 views. She provided an update on the photo contest, including submissions and voting, and shared that the team is preparing for the county fair while continuing website updates.

Natural Resources: C. Roshon reported that staff have been working on wetland creation at Perfect Creek Park.

Park Operations: K. Pace provided an update on trail development near the Bicentennial Barn at McCammon Creek Park, highlighting the equipment used in the project.

Planning & Construction: M. Simpson reported on recent asphalt maintenance projects, including sealant applications at Char-Mar Ridge Park and McCammon Creek Park North, and chip sealing at Deer Haven Park. He also provided updates on the Camp Lazarus master plan, the Bicentennial Barn, and the Stream and Wetlands Mitigation Project at Perfect Creek. In addition, he noted that five wells will be filled/removed throughout the park district.

Public Comment: None

Other Business:

1. *Approval of a Contract Award for McCammon Creek East Project:* M. Simpson reported that four bids were received for the McCammon Creek Park East Parking Lot and Pedestrian Bridge. Vititoe Construction's bid was determined to be in conformance with the bid documents and deemed to provide the lowest and best bid in the amount of \$613,234.48; therefore, staff recommended awarding a \$613,234.48 contract to Vititoe Construction Inc. with a contingency of up to the budgeted amount of \$750,000. G. Marzluf moved to award Vititoe Construction Inc. as recommended; J. Bader seconded. All members voted aye. The motion passed.
2. *Resolution 2025 – 620 Authorization to Apply for Clean Ohio Greenspace Funding:* G. Marzluf moved to authorize the Executive Director to apply for Clean Ohio Greenspace Funding to purchase property in Harlem and Genoa Townships; J. Bader seconded. All members voted aye. The motion passed.

Executive Session: G. Marzluf moved to go into executive session at 2:30 PM for the purpose of discussing land acquisition and employee compensation. J. Bader seconded. Roll call was taken, and all members were present. All members voted aye. The motion passed.

The Board returned to regular session at 3:09 PM and took no action.

Next Board Meeting Date: 1:00 PM on September 25, 2025, at Deer Haven Park

Adjournment: G. Marzluf moved to adjourn the meeting at 3:14 PM, J. Bader seconded, all members voted aye. The motion passed.

Respectfully submitted,



Mary Van Haaften, Executive Director



Bruce Ruhl, Chair, Park Commissioner