

March 19, 2026 Board Meeting Minutes
Preservation Parks of Delaware County
1:00 PM Deer Haven Park

Roll Call: The meeting was called to order at 1:00 PM. Board members included Glenn Marzluf, Chair; Bruce Ruhl, vice-chair; and John Bader, Secretary.

Staff present included Mary Van Haaften, Executive Director; Rich Niccum; Claire Sanial-Banrey; Kyle Pace; Jim Palmer; Bonnie Houk; Amanda Jones; Tony Benishek; Carol Zimmerman; Chief Watkins; Matt Simpson; Chris Roshon; and Casey Smith.

Public Present: Curt Cooper (Preservation Parks Foundation), Steve Spain (Preservation Parks Foundation), Amy Tovar

Consent Agenda:

1. Approval of February 19, 2026 Board Minutes
2. Human Resources Changes in Personnel Report
3. Accepting a \$669,858.86 restricted donation for the Bicentennial Barn from the Preservation Parks Foundation
4. Resolution 2026-636 Approve new Credit Cardholders and Appoint New Compliance Officer
5. Resolution 2026-637 Approve Transfer from General Fund to Capital Fund
6. Resolution 2026-638 Approve Transfer from General Fund to Bicentennial Barn Fund
7. Resolution 2026-639 Declaration of Surplus Property

Items Removed from the Consent Agenda: None

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

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

Park Updates: None

Preservation Parks Foundation Update: Preservation Parks Foundation President Curt Cooper introduced new board member Steve Spain, noting his background in finance with OhioHealth and his potential to serve as future Foundation Treasurer. Mr. Cooper also shared highlights from the Foundation's 2025 Impact Report, including funds raised and projects supported.

Department Reports:

Development: C. Zimmerman provided updates on DonorPerfect software onboarding, planning for the Foundation Gala on June 25, 2026 ("Wild About Wandering"), and submission of an AARP grant to support age-friendly amenities at several parks.

Education: C. Smith reported on recent programs and initiatives, including 120 attendees at *Love, Lanterns, and Luminaries* at Gallant Farm, 143 participants in cross-country skiing programs in February, ongoing facility improvements at Gallant Farm, volunteer seed-sorting, and the launch of a new Ohio Certified Volunteer Naturalist class series.

Human Resources: T. Benishek reported that departments are in the process of interviewing and hiring seasonal and full-time staff, while continuing onboarding for new part-time employees.

Law Enforcement: Chief Watkins reported a slight increase in curfew violations and provided an update on a recent arrest and subsequent court case.

Marketing & Communications: C. Saniel-Banrey reported that the 2025 Year in Review video has been published on the park district's YouTube channel, along with ongoing marketing efforts to support the Foundation's upcoming gala.

Natural Resources: C. Roshon reported on tree plantings around newly constructed wetlands at Perfect Creek Park and preparations for prescribed prairie burns beginning March 23.

Park Operations: K. Pace introduced Jim Palmer as the new Senior Park Technician II and reported that the three-sided barn at Gallant Farm is complete. Work is ongoing at the Perfect schoolhouse, including exterior brickwork, interior wainscoting, and installation of slate chalkboards. An update was also provided on storm cleanup efforts, with more than 200 trees and large branches cleared following recent windstorms.

Planning & Construction: M. Simpson provided updates on Bicentennial Barn construction, installation of the pedestrian bridge at McCammon Creek Park East, and the start of site preparation and parking lot construction at Eagle Ridge Park. A soft rollout of the OuterSpatial app is anticipated this spring.

Public Comment: None

Other Business:

1. *Approve Resolution 2026-640 to Re-establish the ODOT Metropark Paving Fund:* M. Van Haften reported that the District receives funding from the state every two years for paving projects. In 2026, approximately \$160,000 will be allocated to pave the parking lot at the Bicentennial Barn area. J. Bader moved to approve Resolution 2026-640 to re-establish the ODOT Metropark Paving Fund, B. Ruhl seconded, all members voted aye. The motion passed.
2. *Approve Resolution 2026-641 to Amend Resolution 2024-600 and Approve a Supplemental Appropriation to the OTSCIF Bicentennial Barn Fund:* M. Van Haften reported that it is necessary to increase the amount of funds that may be accumulated for the project in an amount not to exceed \$5,200,000.00 and to approve a supplemental appropriation of \$150,000.00. B. Ruhl moved to approve Resolution 2026-641 to amend Resolution 2024-600 and approve a supplemental appropriation to the OTSCIF Bicentennial Barn Fund, J. Bader seconded, all members voted aye. The motion passed.
3. *Approve Resolution 2026-642 to Authorize Hickory Woods Park Annexation Agreement:* M. Van Haften reported that annexation of Hickory Woods Park into the City of Delaware is required for the District to access centralized sanitary sewer, which is only available through the City. B. Ruhl moved to approve Resolution 2026-642 authorizing the Executive Director to execute all documents required relating to annexation and development of Hickory Woods Park, J. Bader seconded, all members voted aye. The motion passed.
4. *Bereavement Leave Policy Revision:* T. Benishek recommended revisions to the Bereavement Leave Policy, including an increase from three to five days of leave for the loss of an immediate family member. B. Ruhl moved to approve the revised policy as presented; J. Bader seconded. All members voted aye. The motion passed.
5. *Contract Award – Hickory Woods Park Shelter, Restroom and Playground:* M. Simpson reported that seven bids were received for construction of the Hickory Woods shelter, restroom, and playground. Elford was determined to be the lowest and best bid. Staff recommended an award to Elford in an amount of \$2,880,350.00, which includes the base bid (\$2,630,000.00) and two alternates: \$196,350.00 for an accessible artificial turf play surface and \$54,000.00 for pond-edge stone to support fishing and kayak access. Staff also recommended increasing the project budget by \$219,650.00 (7.6%) to provide contingency for necessary and reasonable changes, for a total project budget of \$3,100,000.00. B. Ruhl moved to approve a contract award for the Hickory Woods Park Shelter, Restroom and Playground to Elford in the amount of

\$2,880,350.00, and an adjusted budget of \$3,100,000.00. J. Bader seconded, all members voted aye. The motion passed.

6. *Naming Policy and Guidelines and Procedures:* M. Van Haaften presented the proposed Naming Policy Guidelines and Procedures, which establishes a framework for naming of park assets, including terms of naming, financial contributions, written agreements, and conditions for discontinuation of naming rights. The policy also creates a gift acceptance committee consisting of the Executive Director, Development Director, and Fiscal Manager. B. Ruhl moved to approve the policy and guidelines as presented, J. Bader seconded, all members voted aye. The motion passed.

Executive Session: B. Ruhl moved to go into executive session at 1:33 PM for the purpose of discussing land acquisition. J. Bader seconded. Roll call was taken; all members were present. All members voted aye. The motion passed.

The Board returned to regular session at 2:21 PM; no action was taken.


Next Board Meeting Date: The next regular board meeting will be held at 1:15 PM on April 16, 2026 at Deer Haven Park.

Adjournment: B. Ruhl moved to adjourn the meeting at 2:25 PM, J. Bader seconded, all members present voted aye. The motion passed.

Respectfully submitted,



Mary Van Haaften, Executive Director



Glenn Marzluf, Chair, Park Commissioner

