



Resolution # 2026-643

TO AUTHORIZE ADDITIONAL CREDIT CARD HOLDERS

WHEREAS, the Preservation Park District of Delaware County (the "District") allows employees to purchase work-related expenses using a credit card, pursuant to the District's Credit Card Policy 701.1; and,

WHEREAS, additional credit card holders must be approved by the Board of Park Commissioners; and,

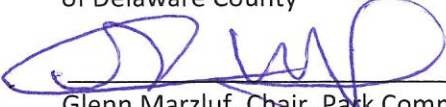
WHEREAS, the District has determined there is a need to add three new cardholders: Sam Fairbanks, Park Tech; Zachary Wells, Park Tech; and Emily Horace, Naturalist to the credit card holder list; and,

WHEREAS, the District will maintain the total monthly credit limit of \$85,500 by adjusting individual credit limits to meet the District's purchasing needs,

NOW, THEREFORE, be it resolved that the Board of Park Commissioners authorizes three additional credit card holders.

Adopted this 21st day of May 2026

BOARD OF PARK COMMISSIONERS
The Preservation Park District
of Delaware County



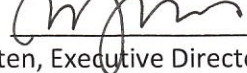
Glenn Marzluf, Chair, Park Commissioner



John Bader, Vice Chair, Park Commissioner



Bruce Ruhl, Park Commissioner

Certified by: 

Mary Van Haften, Executive Director



Resolution # 2026 – 644

AUTHORIZATION TO SURPLUS AND REMOVE FROM PARK DISTRICT INVENTORY, THE MACHINERY, EQUIPMENT, AND OTHER INVENTORIED ITEMS ON THE ATTACHED LIST.

WHEREAS, in accordance with ORC 307.12 and the Preservation Parks Surplus Property Policy (adopted January 11, 2019), when the Park District Board of Commissioners (the “Board”) finds, by Resolution, that the Preservation Park District of Delaware County (the “District”) has personal property, including motor vehicles, machinery, equipment, tools, or supplies that are no longer needed for public use, are obsolete, broken, or are unfit for the use for which they were acquired, the District, depending on the value of the property, may sell by public auction, internet auction, sealed bid, private sale, donation, or if the property is determined to have no value, salvage or discard it; and

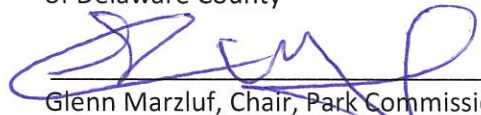
WHEREAS, the District has compiled a list of obsolete machinery, equipment, tools, supplies, and other inventoried items that it intends to surplus using the methods listed previously; and

WHEREAS, a detailed list of items to be considered for surplus is attached to this resolution;

NOW, THEREFORE, be it resolved that the Executive Director is hereby granted authorization to surplus the machinery, equipment, and other inventoried items as specified on the attached list by the methods detailed above and in the Surplus Property Policy, and to remove all surplus items from District inventory.

Adopted this 21st day of May 2026

BOARD OF PARK COMMISSIONERS
The Preservation Park District
of Delaware County



Glenn Marzluf, Chair, Park Commissioner



John Bader, Vice Chair, Park Commissioner



Bruce Ruhl, Park Commissioner

Certified by: 

Mary Van Haften, Executive Director



PRESERVATION PARKS SURPLUS LIST MAY 2026			
Description of Items	Total	Description of Items	Total
Sheep	3	Dell Latitude 5520 Laptop	1
Dexter Cows	2	Dell Latitude 5330 Laptop	1
Truck toolbox	1	Filing Cabinets	3
Ricoh MP C2504 MF Copier	1	Training Stand and dummy	1
1021 Bunty Station Rd. Structures			
1021 Bunty Station Rd. - All other items on the property, excluding registrable vehicles			

ORIGINAL BY-LAWS – Created December 2, 1975
AMENDED BY THE BOARD – Revised October 22, 1987
RESOLUTION NO. 4 – Revised October 19, 1989
RESOLUTION NO. 165 – Revised December 14, 2006
RESOLUTION NO. 203 – Revised January 6, 2009
RESOLUTION NO. 585 – Revised April 18, 2024
RESOLUTION NO. 645 – Revised May 21, 2026

RESOLUTION #645

BYLAWS OF THE BOARD OF PARK COMMISSIONERS OF THE PRESERVATION PARK DISTRICT OF DELAWARE COUNTY

May 21, 2026

BE IT RESOLVED: The Board of Park Commissioners (the “Board”) of The Preservation Park District of Delaware County (“Preservation Parks” or “Park District”), in accordance with Section 1545.09 of the Ohio Revised Code hereby adopts the following Bylaws as the governing procedures of the Board, which shall take effect and be in force from and after their public adoption and legal publication. Summaries of these Bylaws shall be published in the case of ordinances of municipal corporations as required under Ohio Rev. Code Section 731.21 prior to taking effect.

BYLAWS BOARD OF PARK COMMISSIONERS OF THE PRESERVATION PARK DISTRICT OF DELAWARE COUNTY

ARTICLE I: PURPOSE

The purpose consistent with Ohio Rev. Code Section 1545.09(A) for which this Board and Park District was created is to develop bylaws and rules as the Board considers advisable for the preservation of good order within and adjacent to Delaware County’s natural area parks for the protection and preservation of natural, scenic, archaeological and historic features, for the benefit of present and future generations, and to provide for enjoyable, safe and aesthetically-pleasing outdoor educational and passive recreational experiences.

ARTICLE II: BOARD MEMBERS

1. Board members shall consist of three citizens of Delaware County appointed by the Probate Judge for three-year terms. Appointments are made on alternate years so that two members have served prior years. A Board member may be re-appointed for as many three (3)-years terms as deemed agreeable by the Probate Judge and such Board member. Such Board members shall serve without compensation but shall be allowed their actual and necessary expenses incurred in the performance of their duties. Each Board member shall give bond for the faithful performance of their duties in the sum of five thousand dollars, which shall be approved and filed with the Delaware County Auditor.
2. The Board shall elect a Chairperson, Vice Chairperson, and Secretary at the January meeting of each year. The Chairperson shall preside at all Board meetings at which the Chairperson is present, and the Vice Chairperson shall preside when the Chairperson is absent. The Secretary shall arrange for recording all official meeting minutes when the Director is absent.

ARTICLE III: EXECUTIVE EMPLOYEES

1. The Board shall employ a Director, and a Deputy Director as funds permit and necessity requires, to be the official custodian of all records of the Board and Park District and to perform all duties as directed by the Board. The Director shall be the chief administrative officer of the Park District, responsible for the operations of the Park District and imbued with the authority of the Board to the fullest extent under the law. In the absence of the Director, the Deputy Director shall perform the duties of the Director. In the absence of both the Director and Deputy Director, their designee shall perform the duties of the Director on a temporary basis.
2. Unless otherwise stated herein, specific duties of the Director shall include, but are not limited to, the following:
 - a. Make an accurate and permanent record of the proceedings and minutes of all Board meetings, regular and special, and prepare them for approval. Keep records of all Park District business, give notice of, and prepare agendas for Board meetings.
 - b. Prepare an annual budget for Board approval, expedite the expenditure of park funds for goods and services and prepare proper vouchers.
 - c. Work with the Park Board and advisory groups for the preparation of short-term and long-term goals and objectives. Develop an ongoing public relations program to gain public support and to raise funds for the realization of those goals and objectives.
 - d. Subject to the direction of the Board, the Director shall be responsible for the administration of Park District operations and property. The Director is authorized and required to implement all orders of the Board or cause the same to be implemented.
 - e. Subject to the direction of the Board, the Director shall have the responsibility of approving operational and administrative policies that have been developed and updated by staff. These operational and administrative policies shall govern the day-to-day operations, and shall be consistent with these Bylaws.
 - f. The Director shall have the authority to employ, discipline, and terminate the employment of employees of the Park District on such terms and conditions and for such periods of time as she/he deems advisable, with the exception of employees who exercise the powers of police officers within the Park District. Employees designated as law enforcement officers are subject to the direction and control of the Director with the Board retaining final authority to appoint, suspend, and terminate them.
 - g. The Director may serve as a member of, and oversee the activities of, any and all advisory committee(s) established by the Board.

ARTICLE IV: MEETINGS

1. The Board shall hold regular prearranged meetings to discuss the public business of the Board as required under Ohio Rev. Code Section 121.22. These meetings will occur at least once each calendar month, during the second week as determined and posted by the Board. The meetings shall be held at Deer Haven Park, 4183 Liberty Rd., Delaware, or in other locations designated by the Board. The time, place, and date of any regular meeting may be subsequently changed or

rescheduled by majority vote of the Board. Notice of such change shall be posted on the Park District's website in sufficient time to comply with Ohio Rev. Code Section 121.22.

2. Special meetings may be called by any member of the Board or the Director. Pursuant to Ohio Rev. Code Section 121.22(F), notice of the time, place and purpose of any special meeting will be posted online in advance of the special meeting, except in circumstances of emergency requiring immediate official action. Notice of special meetings will be provided to news media that have requested notification at least twenty-four hours in advance of the special meeting, except in the event of an emergency requiring immediate official action, in which case notice will be given immediately by posting on the Park District website and to the news media that have requested notification. Notice of special meetings shall be communicated to each Board member at least three (3) hours before the start time of such meeting. If any member of the Board is unavailable to receive such communication, failure of such member to receive notice of a special meeting shall not invalidate such meeting or any of its proceedings so long as a quorum is present.
3. Every meeting of the Board shall be open to the public, unless an executive session is held. The Board may hold executive sessions at regular or special meetings for the purpose of considering those matters specified in Ohio Rev. Code Section 121.22(G), including certain internal employment, security, and confidential topics.
4. The minutes of the Board shall be recorded and open for public inspection after they have been read and approved by the Board. The minutes pertaining to executive session shall only reflect the reason for which executive session was called and the roll call vote taken to authorize the session.
5. All petitions, applications and communications intended for consideration of the Board, other than those presented by the members of the Board, must be in writing and shall be placed in the hands of the Director at least five (5) days before the regular meeting of the Board, provided, however, that the Board may grant exceptions to such requirement.

ARTICLE V: QUORUM

Two members shall constitute a quorum of the Board. The affirmative votes of at least two members shall be necessary to adopt any motion, resolution, or action of the Board.

ARTICLE VI: PARLIAMENTARY PROCEDURE

"Roberts' Rules of Parliamentary Procedure" shall govern the proceedings of the Board when not otherwise expressly covered or provided for herein. In the event of a conflict between "Roberts' Rules of Parliamentary Procedure" and these Bylaws, these Bylaws shall control. Any failure to strictly adhere to Roberts Rules of Parliamentary Procedure shall not invalidate otherwise lawful action taken by the Board.

ARTICLE VII: PAYMENT OF CLAIMS, COSTS, AND EXPENSES.

1. Claims and statements for costs and expenditures shall be presented to the Board in the form of a voucher for its consideration and approval or disapproval at regularly scheduled meetings or a properly-noticed special meeting. The Board approval authorizing payment shall not include any voucher that has not been first approved by the proper employee of the Board, as to its quantity, quality, price, validity and legality. All vouchers shall be approved for payment by the Board at the Board meeting immediately following payment, except for expenditures which are inconsistent with the annual budget approved by the Board, or which otherwise require approval of the Board

pursuant to these Bylaws, in which case such expenditures shall be presented to the Board for approval prior to payment thereof. All vouchers in payment of bills shall be certified by the Director or, in the absence of the Director, the Deputy Director, prior to forwarding to the Delaware County Auditor and Treasurer for payment, in accordance with Ohio Rev. Code Section 1545.22.

2. The Director shall have continuing authorization of the Board to approve expenditures not to exceed the then-current competitive bidding threshold amount specified in Ohio Rev. Code Section 9.17 in each circumstance, between regularly scheduled meetings. All Director approved expenditures at or below this threshold must be for items or purposes the cost of which were previously approved and appropriated by the Board pursuant to the annual budget. Expenditures and fund transfers that otherwise require Board action due to their subject matter shall continue to require Board approval, even if concerning an amount less than the then-current competitive bidding threshold amount specified in Ohio Rev. Code Section 9.17.

ARTICLE VIII: AUTHORIZATION OF CONTRACTS

No contract, agreement, deed, option or other document of action creating any written obligation, contractual relation from, in, or to, the Board shall be accepted or received on behalf of the Board unless it complies with these Bylaws and Preservation Parks rules and regulations. In procuring any goods or services with a cost in excess of the amount specified in Ohio Rev. Code Section 9.17, the Board shall contract as a contracting authority under Ohio Rev. Code Sections 307.86 to 307.91, to the same extent and with the same limitations as a board of county commissioners. The Director is authorized to enter into contracts for goods and/or services with a value not exceeding the then-current competitive bidding threshold amount specified in Ohio Rev. Code Section 9.17.

ARTICLE IX: GIFTS AND TRUSTS TO ACQUIRE LAND

1. The Board may accept donations of money or other property, or may act as trustees of land, money, or other property, and use and administer the same as stipulated by the donor, or as provided in the trust agreement. The terms of each such donation or trust shall first be approved by the probate court before acceptance by the board, as set forth in the Ohio Rev. Code Section 1545.11.
2. The Board may, from time to time, and with the approval of the Probate Court and the Delaware County Treasurer, establish such trusts as will be necessary to administer bequests and/or gifts to the Park District; and in the furtherance of that need, will maintain accurate records of receipts and disbursements and will reflect in the minutes of the Board meetings the receipts and expenditures of these funds. Any funds received shall be held on deposit or in trust in a manner consistent with the deposit of other Park District funds.

ARTICLE X: CONTRACTING FOR PROFESSIONAL, TECHNICAL, CONSULTING AND OTHER SERVICES

In hiring or contracting for professional, technical, consulting or other special services, the Board may, upon the recommendation of the Director, approve the hiring of such person, firm or corporation and authorize a contract therewith. Such contract may be in the form of a written acceptance of a proposal submitted to the Board by such person, firm or corporation. The Director is authorized to enter into contracts for such services with a value not exceeding the then-current competitive bidding threshold amount specified in Ohio Rev. Code Section 9.17.

ARTICLE XI: PARK DISTRICT EMPLOYEES AND COMPENSATION

1. The Board shall authorize any increase in the work force of the Park District through the budgeting process or otherwise and fix the compensation for all job classifications in a Schedule. No person shall be employed at a rate different from the Schedule unless approved by the Board. Appointment of the Director, Deputy Director, and legal counsel shall be by the Board.
2. The Director must submit the establishment of any new position to the Board for approval prior to the hiring and filling of such position.

ARTICLE XII: SUPERVISION OF EMPLOYEES

The Director shall have authority to manage and supervise all employees of the Board, including employees who exercise the powers of police officers within and adjacent to Park District lands. The Director may employ (hire or appoint), discipline, and terminate (fire) employees on such terms as is deemed advisable, in accordance with the policies adopted by the Board and Article III.

ARTICLE XIII: PARK DISTRICT REPORTS & RECORDS

1. No papers or documents belonging to the permanent files of the Board shall be taken out of the office except upon approval of the Board or upon legal process.
2. The Board shall, from time to time, compile and publish reports and information relating to the Park District and Board functions.

ARTICLE XIV: BOARD-PROMULGATED ADVISORY COMMITTEES

1. The Park Board may establish such advisory committees, both standing and temporary, as may be deemed necessary for the furtherance of the purposes of the Park District. Members of Board-designated advisory committees are appointed by the Board. Any such advisory committee formed shall function in an advisory capacity only, making recommendations to the Director for consideration by the Board.
2. Members of an advisory body created under this provision shall, upon their appointment, serve for a length of time to be determined by the Board. Advisory committee members shall be citizens of Delaware County, shall serve without compensation except for actual and necessary expenses incurred in the performance of their duties, and shall not be considered agents or employees of the Park District.

ARTICLE XV: AMENDMENTS

These bylaws may be amended ten calendar days after written notice of the proposed amendment is given to the Board members and upon receiving a two-thirds affirmative vote by the Board.

[Signature Page Follows]


All previous bylaws of the Board of Park Commissioners of Preservation Park are hereby repealed and superseded.

Yeas _____

Nays _____

Adopted this 21st day of May 2026

BOARD OF PARK COMMISSIONERS
The Preservation Park District
of Delaware County



Glenn Marzluf, Chair, Park Commissioner



John Bader, Vice Chair, Park Commissioner



Bruce Ruhl, Park Commissioner

Certified by: 

Mary Van Haften, Executive Director



Resolution # 2026 – 646

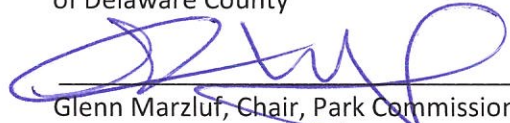
TO AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE AND RECORD RIGHT-OF-WAY EASEMENT DOCUMENTS RELATED TO ELECTRIC SERVICE INSTALLATION FOR THE RESTROOM AND SHELTER AT HICKORY WOODS PARK

WHEREAS, the Board of Park Commissioners (the “Board”) of Preservation Parks of Delaware County (the “District”) deem it desirable and in the best interests of the public to provide a permanent Right-of-Way easement on approximately 0.29 acres of parcel numbers 41912401007001 and 41912401007000 to AEP Ohio for the purpose of installing and maintaining electric service to the future shelter and restroom.

NOW, THEREFORE, BE IT RESOLVED, that the Executive Director is hereby directed and authorized to execute and record all documents required relating to the granting of a right-of-way easement to AEP Ohio and that these actions are within the authority conferred to the Executive Director.

Adopted this 21st day of May 2026

BOARD OF PARK COMMISSIONERS
The Preservation Park District
of Delaware County



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Bruce Ruhl, Park Commissioner

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Mary Van Haaften, Executive Director