**MINUTES**

Preservation Parks of Delaware County

February 5, 2015 – 1:00 PM

2656 Hogback Road Sunbury, Ohio

**Board Members**: John Bader, Bruce Ruhl, Dan Boysel

**Staff:** Tony Benishek, Tom Curtin, Chris Roshon, Sue Hagen, Bonnie Houk, Saundra McBrearty, Ted Miller, Richard Niccum, Kyle Pace, Patrick Shirey, Mary Van Haaften, Dennis Welch, Todd Younkin

**Visitors:** Amy Tovar

**Call to order:** The meeting was called to order by Chairman J. Bader at 1:00 PM

**Adoption of Agenda:** D. Boysel moved to adopt the agenda, B. Ruhl seconded, all members voted aye**.**

**Approval of the minutes from the January 7, 2015 meeting:** D. Boysel moved that the minutes of the January 7 2015 board meeting be approved per the revision, J. Bader seconded, all member s voted aye.

**Budget Report:** D. Boyselmoved that the monthly budget report be accepted as submitted, B. Ruhl seconded, all members voted aye.

**Open to the Public:** A. Tovar complimented Staff on the volunteer program that was held at Deer Haven.

**Park Updates:**

River Run Grant update – The Board was provided with a rendering of the master plan for River Run Preserve which will be paid for through an ODNR grant totaling $43,400.00.

Shale Hollow Parking lot update – The Board was presented with a rendering showing the location and number of spaces for the additional parking near the Lodge. Construction will take place this summer.

Sewer Easement Shale Hollow – The Board was provided with a rendering of the proposed sewer easement route through the park. Staff are in discussion with the developer re: the route and will keep the Board apprised.

Rules and Regulations – Chief Welch is in the process of updating the District’s rules and regulations.

Rockford Homes - We closed on the 2.3 acre parcel at Shale Hollow Preserve and signed the highway and construction easements for the road work along Hyatts Road.

Property Tax bill – The District received a first half tax bill for the southern 59 acres at Shale Hollow in the amount of $27,000.00. After researching the acquisition of this acreage it was determined that tax exemption had been received in 2007.

**New Business:**

1. Resolution to submit an application for a Clean Ohio Grant – Resolution 2015 – 309

TO AUTHORIZE THE EXECUTIVE DIRECTOR TO APPLY FOR CLEAN OHIO GREENSPACE CONSERVATION PROGRAM FUNDING AND EXECUTE A CONTRACT REGARDING THE SAME

**WHEREAS,** Thomas Curtin, Executive Director is hereby authorized to apply to the Ohio Public Works Commission for Clean Ohio Conservation Programs funds.

**WHEREAS,** Thomas Curtin, Executive Director is authorized to enter into any agreements as may be necessary and appropriate for obtaining this financial assistance.

**NOW THEREFORE,** the Board of Park Commissioners authorizes the Executive Director to submit a Clean Ohio Greenspace Conservation Program grant application and execute any subsequent agreements.

B. Ruhl moved to adopt resolution 2015 – 309, D. Boysel seconded and all members voted aye.

1. 2015 Budget Resolution 2015 – 310

**REVISED 2015 APPROPRIATIONS**

1. **General Fund** Org Key 72392901
2. Revenue 410 Property Tax Levy $3,336,276
3. 420 Fees $31,000
4. 450 Intergovernmental $487,000
5. 470 Miscellaneous $17,000
6. 2014 Carryover $1,424,480
7. **TOTAL REVENUE – General Fund** **$5,295,756**
8. Expenditures
9. 500 Salaries ……………………………………………………………………$1,450,344
10. 510 Benefits $568,950
11. 520 Materials & Supplies $361,745
12. 530 Services & Charges $620,835
13. 540 Capital Outlay & Equipment $349,776
14. 560 Grants in Aid $111,792
15. 570 Debt Service $7,637
16. 580 Interfund Cash Transfers $428,882
17. 590 Contingency $695,796
18. Certified Unappropriated Funds – 2016 Set Aside $700,000
19. **TOTAL EXPENDITURES – General Fund** **$5,295,756**
20. **Bond Fund – Shale Hollow** Org Key 76392911
21. Revenue 460 Interfund Revenue $428,882
22. Expenditure 570 Debt Service $428,882
23. **TOTAL EXPENDITURE – Bond Fund** **$428,882**
24. **ODOT Metro Park Paving Fund** Org Key 72392902
25. Revenue 450 Intergovernmental $159,060
26. **TOTAL REVENUE – ODOT Metro Park Paving Fund** **$159,060**
27. Expenditure 540 Capital Outlays & Equipment $159,060
28. **TOTAL EXPENDITURE – ODOT Metro Park Paving Fund** **$159,060**
29. **Clean Ohio Greenspace Fund - Logan** Org Key 72392907
30. Revenue 450 Intergovernmental $283,890
31. **TOTAL REVENUE – Clean Ohio Greenspace Fund** **$283,890**
32. Expenditure 540 Capital Outlays & Equipment $283,890
33. **TOTAL EXPENDITURE – Clean Ohio Greenspace Fund** **$283,890**
34. **ODOT Clean Ohio Trail Fund – Meredith** Org Key 72329123
35. Revenue 450 Intergovernmental $429,170
36. **TOTAL REVENUE – ODOT Clean Ohio Trail Fund** **$429,170**
37. Expenditure 540 Capital Outlays & Equipment $429,170
38. **TOTAL EXPENDITURE – ODOT Clean Ohio Trail Fund** **$429,170**
39. **ODNR Watercraft Fund – River Run** Org Key 72329124
40. Revenue 450 Intergovernmental $43,400
41. **TOTAL REVENUE – ODOT Watercraft Fund** **$43,400**
42. Expenditure 540 Capital Outlays & Equipment $43,400
43. **TOTAL EXPENDITURE – ODOT Watercraft Fund** **$43,400**

D. Boysel moved to adopt resolution 2015 – 310, J. Bader seconded, all Board members voted aye.

3. Evaluation tool - Tony Benishek provided the Board with copies of the current and proposed employee evaluation tools. He explained that the district will stream line the evaluation tool and incorporate a merit pay component into the process. No action was required.

**Department Reports:** The department reports were accepted as presented.

**Old Business:**

1. CPIG Supplemental Appropriation Resolution 2015 – 308

**WHEREAS,** The Village of Galena and Concord Township submitted CPIG reimbursement requests in December of 2014 – Galena $20,634.51 and Concord $27,791.60 - per the requirements of their awards, and

**WHEREAS,** The Board of Park Commissioners voted unanimously to approve those requests at their Board meeting on December 4 2014, and

**WHEREAS,** These payments were carried over to 2015,

**NOW THEREFORE,** be it resolved the Board of Park Commissioners authorizes the 2015 budget to reflect a supplemental appropriation of $48,426.11 to reimburse the Village of Galena and Concord Township per their CPIG awards.

B. Ruhl moved to adopt resolution 2015 -308, J. Bader seconded and all Board members voted aye.

1. Supplemental Appropriation Resolution 2015 – 311

**WHEREAS,** Preservation Parks passed resolution #280 on February 14, 2013 agreeing to contribute $30,000.00 to the development of the Village of Galena’s bike trail, and

**WHEREAS,** These funds were carried over to 2015, and

**WHEREAS,** Preservation Parks has received an invoice requesting payment of the Park District’s contribution,

**NOW THEREFORE,** be it resolved the Board of Park Commissioners authorizes the 2015 budget to reflect a supplemental appropriation of $30,000.00 for the development of the Village of Galena’s Bike Trail.

B. Ruhl moved to adopt resolution 2015 – 311, D. Boysel seconded and all Board members voted aye.

**Executive Session:**

B. Ruhl made a motion to go into executive session at 2:12 pm to discuss land acquisition and personnel issues. D. Boysel seconded, roll call was taken and all Board members voted aye.

1. Land

2. Personnel

The Board came out of executive session at 3:00 pm, no action was taken.

D. Boysel moved to adjourn the meeting at 3:02 pm, J. Bader seconded and all members voted aye.