Marion County Parks And Recreation Commission

_April 20, 2026__ – Regular Meeting Minutes

6:00 PM CVB Conference Room

COMMISSIONERS PRESENT:
Jay Ford, President
Robert Brookover, Vice Pres.
Craig White, Secretary
J. Philip Burton, Treasurer
Jimmy Bledsoe
Tracy Evans - phone
Rick Garcia
Cathy Maxwell
Frank Moore
Josh Rice
Dave Shaw

STAFF PRESENT:
Tony Michalski, Director
Tina Mascaro, Sports Management Director

GUESTS:
Sam Brunett – MCBoEd candidate

I. Opening of the meeting and approval of minutes

The meeting was called to order at __6:00__p.m. by _Jay Ford__(President).

The motion was made by _Cathy Maxwell_ and seconded by _Frank Moore_ for the **approval of the minutes** for _March 16, 2026___. Motion Carried ___X_____ Motion Denied _____

President, Jay Ford introduced guest – Sam Brunett. Sam introduced himself and his candidacy for the Marion County Board of Education. He heard Tony speak at the Meet the Candidate/Levy event and was impressed with how involved MCPARC is in the community and with the MCBofEd.

II. Financial Report for __March 2026_____

Discussion: At this point we are slightly over what we budgeted for – Tony noted that we are on track to receive ~$130,000 more in levy funds which will get us to over the $2million mark – where we need to be. We are set to have about $400,00 cash on hand to start the summer. We start paying the County Commission back in November for the MLR Project loan. Tony stated that since we had to do the single audit last year due to the AML grant monies it had to be certified. We had thought that the accountant was supposed to do it but he didn't so Krystie and Tony had to get it completed in a short time. It was completed and submitted on time. Frank asked about the recurring charges/payments from Fastenal. Our maintenance team uses Fastenal for most of our hardware and tool needs. The maintenance supervisors order supplies from them and keeps everything in stock.

The motion was made by _Rick Garcia__ and seconded by _Frank Moore__ for the **financial report and invoices** for _March 2026___. Motion Carried ___X____ Motion Denied _____

III. Committee Reports

a. Program and Planning – met at 5:00 to discuss capital development projects.
   Attendance: Tony, Tina, Jay, Dave, Phil, Bob, Cathy, and Frank
   Last Fiscal Year Capital Development Projects – MLR Youth Park renovations, Worthington Park multi-purpose field and park improvements, WFR/Ralph S. Larue Trail repairs, completion of the maintenance shop expansion.
   Current Fiscal Year Capital Development Projects – EM pickleball courts, wave pool upgrades, Korean War Memorial completion, Central Terrace expansion.
   Next Fiscal Year Capital Development Projects – MLR Youth Park renovation continuation, EM softball improvements, Koon's Run Park development, Bunner's Ridge Site Plan, shade structures at the wave pool, and starting in November we will begin to repay the loan to the County Commission ($12,000/month).
   Future Projects/Plans – Middletown Commons project, Curtisville Lake Trail Development, Koon's Run Park development, Bunner's Ridger Property, EM tennis courts, paving & sealing, East Side Rail Trail connection, indoor recreation facility.

   Tony noted that usually he has approximately $350,000 in the budget for capital developments, so he'll start prioritizing projects. Everything depends on the passing of the levy.
b. Finance
c. Nominating
d. Personnel

IV. Director's Report

a. Program and Planning Committee Meeting – the committee met prior to the board meeting. Tony will develop a 5 year plan and work on the capital development budget.
b. 2026 MCPARC Community Grant Program – personalized award letters were sent to all program participants. Many groups have already contacted MCPARC and started their projects. The grant signs are ready, and we will disburse them to the grant participants. The grant submitted by the 304 Softball Association was on hold due to some approvals. It was decided that since we are replacing a scoreboard at MLR park we could offer them the old scoreboard that we remove.
c. MCPARC Levy – the MCPARC levy is on the ballot for the May 12th election. Tony participated in the meet the candidate's forum at FSU on Sunday, April 19th to discuss the importance of the passing of levy. A copy of '101 Reasons to Vote for the MCPARC levy' was included in the board packets.
d. MCPARC Luncheon – MCPARC will be hosting a luncheon with various community groups to highlight all their current and future projects in the community and our parks on April 22nd.
e. FEMA update – FEMA once again needed additional information before the funds could be released. We had to renew our SAM number and submit it to them. We hope they can release the funds now that their request has been submitted.
f. West Fork River Trail River debris removal – Reclaim is still in the process of securing all the necessary permits to begin the cleanup. We've been in contact with a representative from the WV Department of Environmental Protection and expect to be getting the permit approval soon.
g. Pickleball Court construction – The fencing has been completed, and the first two coats of the surfacing material have been applied. Weather permitting, the last coat

will be added this week and then the lines and kitchen will be completed. We have ordered a windscreen to add to the fence nearest the neighborhood to help minimize noise. We'd like to possibly hold a ribbon cutting ceremony on May 9 but may wait until the windscreen arrives and the project is completed. Our maintenance team will be building benches for each court that has a paddle placement to help mark who's next on the court. Bob suggested we purchase composite benches instead of having them made.

h. Wave Pool Project update – Representatives from the ADG group have been on site installing the new wave making equipment. They will finish up on Tuesday, and the electrician will complete his work in the next couple of days. We will bring in an engineer to test the compressor and then have the group return to train us on how to use the new equipment. We'd like to coordinate something for opening day with the local newspaper, television, and board members. Craig mentioned that in todays marketing world that social media was the key and he feels that we should use this platform to highlight the new wave machine. Tony has been in touch with someone from the community who has connections to an influencer by the name of Ben Gravy who could possibly do a surfing exhibition. (pictures were included in the board packets)

i. Project Updates
    i. The MCPARC maintenance team completed construction of the pedestrian bridge at Koon's Run Park (pictures were included).
    ii. The MCPARC maintenance team started the covered seating expansion at Central Terrace. The concrete pads have been completed (pictures were included).
    iii. Pavilion 2 repairs have been completed on the deck and railings (pictures were included).
    iv. The pool maintenance team painted and filled the pool and have been assisting the ADG group with the installation of the new wave machine.
    v. Seasonal maintenance staff have been hired, and a safety training session was held on March 27th.

Discussion was held regarding the new property located at Koon's Run and renaming it to reflect the family who donated it to MCPARC.

The motion was made by _Dave Shaw__ and seconded by _Cathy Maxwell__ for the **approval of** _naming the newly acquired property located at Koon's Run to 'Koon's Run Davis Family Park'___. Motion Carried ___X____ Motion Denied _____

V. Sports Management Director Report

a. Community Engagement
    i. MCPARC received a thank you from Leisha Elliot – Director of Marion County Senior Citizens Center for the approval of their community grant.
    ii. MCPARC received a thank you from Rebecca Burton – Developent Director for the Seth Burton Memorial, Inc for the approval of their community grant.
    iii. MCPARC was the main sponsor for the Marion County track meet held at NMHS.
    iv. Our maintenance team enjoyed a great afternoon at the Morgantown Home Builders Show on March 27th.

v. MCPARC allowed the patients from the Genesis Pierpont Center to have a fishing day at Guyses Run Fishing Pond.
vi. MCPARC donated and delivered a load of top-dressing for the baseball field at Carolina
vii. Ultimate Experience Outdoors, Inc an Alabama based 501c3 nonprofit organization whose mission is to provide outdoor therapy for veterans, children, first responders and GoldStar Families recently expanded operations into WV. We were contacted by them and they would like to use Guyses Run in 2027 for an event for disabled youth in which they would purchase the trout for the event.

b. Programs

i. The MCPARC 2026 event calendar was updated and distributed to board members.
ii. EM softball field has been opened, drug, and we've started cutting the grass. EFMS , WFMS, Special Olympics, FLL Softball, and several FLL C-ball teams use this field. A new marking machine was provided and new puddle sponges purchased for them to use. Water has been turned on and the bathrooms are open. Bleachers were installed. Games started March 12th.
iii. For the Kids Soccer Complex had their field work day and MCPARC maintenance team repaired a ditch and will be installing a gate. Water has been turned on and we've begun cutting the fields. Dumpster trash service was re-started for the season and games began March 28th.
iv. Water has been turned on at MLR park, bathrooms have been painted and cleaned. Grass cutting has begun in the park and on the fields. Our maintenance team has been working with FLL and FSHS in baseball field preparations. Fairmont Freeze Lacrosse (boys and girls) are using the multi-purpose field and football field for practices, as well as several FLL teams and MCSC teams. FSHS softball and baseball, and WFMS baseball games all began in March.
v. Members of the maintenance team worked with FLL on March 14th during their field workday. All FLL team coaches were given instruction and demonstrations on how to care for the fields. A, B, C, and Tee were worked on and are now game ready. Paint was provided for each field. MCPARC installed turf in the A-field batting cage and foul ball poles on the B-field. New benches were built for the Tee-ball fields. Opening Day for FLL was April 11th.
vi. Members of the maintenance team worked with FSHS and WFMS baseball on March 21st for the field day on senior field. Coaches were trained on field maintenance procedures, and the press box, dugouts, bullpens and batting cages were all cleaned out. Much work was done on the field to get it playable. Games began on March 20th. MCPARC purchased new panels for the repair of the scoreboard on senior field.
vii. An old batting cage was removed from Hutchinson field. New bases will be installed, and the field was drug and cut. MCGFPSA uses this field for their practices which began March 30th.
viii. MCPARC sponsored a lifeguard certification course through the ARC April 10-12. Four new and five returning individuals were certified and will be working at either the Wave Pool or 12th Street.

ix. The 27th Annual Family Fishing Day was held at Curtisville Lake on April 3rd and was a huge success. Over 75 kids registered and had an opportunity to win prizes. The DNR participated in the event and stocked fish throughout the lake during the event.

x. April 11th was Fairmont Little League opening day at MLR youth park. They had 14 games, skills events, music with a DJ, and fireworks.

xi. Guyses Run Fishing Pond opened for the season on April 11th.

xii. MCPARC Community Band practices began April 20th. The band is free to all interested persons.

c. Upcoming Events

i. April 25 – Celebrate Trails Day (McTrail)
ii. May 2 – Bus trip to Keystone Safari & Grove City Outlets
iii. May 2 – Kids Day at Guyses Run
iv. May 23 – Wave Pool and 12th Street open
v. June 6 – MCPARC bus trip to Gandy Dancer Theater
vi. June 6 – National Trails Day Family Walk

VI. Maintenance Report

The maintenance report for March was submitted with over 40 completed projects listed. In addition to all the projects and repairs, grass cutting has begun in all parks. Cleaning has also increased since rental of all facilities opened up on April 1st.

VII. New Business

EFHS Tennis coaches submitted a letter to the board requesting assistance in resurfacing the tennis courts at East Marion. Discussion was held and Tony will get a quote for the courts at EM and at NMHS since they have reached out to us for assistance on several occasions. Once a quote is received we will reach out to the Board of Education.

Bob suggested that before anything is done on that court that an engineer be brought in for it to be inspected. There were underlying issues in past years in which cracks had to be filled.

VIII. President's Remarks

Jay thanked Sam Brunett for attending the meeting and showing interest in MCPARC programs.

Jay would like to see us purchase banners for all our parks to help celebrate America's 250 birthday. He suggested we have a small event and invite our band to play. Tony will look into getting flags ordered for all sites.

IX. Around the Horn

a. J. Bledsoe – no comment

b. R. Brookover – thinks the recycling bins in the parking lot of pavilion 1 are an eyesore. Tony will look into a better situation for them but the county commission wants them to remain there.

c. P. Burton– no comment

d. T. Evans– no comment

e. J. Ford– no comment

f. R. Garcia – was at the soccer complex and heard many positive comments on the grass (fields); the bridge needs stained. Rick also asked Tina to contact Kris at the County Commission about reaching out to the DNR for a possible handicap ramp for fishing at the Palatine area.

g. C. Maxwell – when looking at the website on a mobile device the pictures are not showing up. Tina will contact the webmaster to see if there is a solution to this.

h. **F. Moore**– no comment
i. **J. Rice** - absent
j. **D. Shaw**– no comment
k. **C. White**– no comment

With no further business, the motion was made by ___Bob Brookover_ and seconded by __Craig White__ for meeting adjournment at __7:00__ PM. The motion carried.

Tina Mascaro	Sports Management Director	April 20, 2026
Minutes Recorded By (Signature)	Title	Date
Approved/ Disapproved	Initials	Date