

Mt. Lebanon Sports Advisory Board

Meeting Minutes

November 2, 2023 - 8 p.m.

1. Call to Order and Roll Call

Amanda Rost called the meeting to order, and David Donnellan called the roll. The meeting was attended by board members Michael Diven, Shirley McElhattan, Kari Resler, Kristen Reisinger, Amanda Rost and Ian Smith.

The meeting was also attended by Commissioner Mindy Ranney and Recreation Director David Donnellan.

Andrew Grobe, Stacie Hill, Tom Langston, and Stephen Strotmeyer were absent.

2. Citizen Comments

There were no citizen comments.

3. Approval of the October 5, 2023 Meeting Minutes

The minutes were approved as submitted.

4. Commissioner Report

Commissioner Ranney reported that the Commission was reviewing the municipality's proposed budget for 2024. She said the Manager's Budget was issued on November 1 and was required to be a balanced budget. She said the budget would then be reviewed by the Commission during public review sessions, and that the Commission had until the end of the year to ratify the budget.

She said the Recreation Budget included most of the sports related items of interest to the board and Parks Maintenance included park related items, such as field fencing. She said the recreation budget would be reviewed on Saturday, November 18 at 10 a.m. in Room C of the Municipal Building. She said that the Public Works Budget would be reviewed Thursday, November 9 at 8 p.m.

She said that reconstruction of tennis courts 5 & 6 and the replacement of the tennis center elevator were recommended for funding in the Capital Budget.

She said relevant parks items that were recommended for funding included ballfield bleacher safety upgrades, which would provide 9 sets of side and back rails at Dixon and Middle Fields and 6 sets at Seymour Field.

Ian Smith stated that he believed the school district had safety bleachers that were not used at school district fields. David Donnellan will follow up with the school district to confirm.

Ms. Ranney said that \$16K was recommended for fence replacement, and \$10K was designated for parks identification signage. She said the rollup doors at the concession stand were not recommended for funding. It was agreed that this was an important item.

Ms. Ranney said the Tennis Budget had some expanded staff positions proposed that were potentially revenue-generating including a full-time manager and maintenance position.

She said the ice rink budget recommended bleacher railing and locker replacement, but those items were below the line.

Shirley McElhattan asked for clarification of maintenance staffing levels at the tennis center as compared to other recreation facilities. Mr. Donnellan responded that the tennis center had no full-time staff, but the ice rink and golf course did have full-time maintenance personnel. It was noted that similarly there was not a full-time tennis center manager like at other recreation facilities.

Ms. Ranney reported that there were two seasonal, 40-hour per week pool manager positions recommended at a total cost of \$43,000. She said a drinking fountain, programmable pool cleaner and lawn irrigation system were not recommended for funding.

She said that a video security system was funded in the community center at \$10,000. Mr. Donnellan said there is a plan to install security cameras throughout the park. It was noted that vandalism was a significant problem in the park and facilities.

5. Advisory Board Restructuring Transition Planning

There was nothing new to report.

6. Comprehensive Plan

Mr. Donnellan said the draft of our 2023 Comprehensive Plan was available for comment and review. The draft plan document, as well as a form to submit comments and feedback, was available on the Comprehensive Plan website AscendLebo.com. He said everyone was encouraged to submit comments using the form on the website so that all feedback could be aggregated in one location.

7. Main Park Site Plan and Recreation Center Architectural Study

Mr. Donnellan said that consultants were continuing their work on the plan, and that they would be presenting some proposed recommendations to the Commission on November 14.

8. Brafferton Field Project Update

Mr. Donnellan reported that the project was completed. He said the infield, which was re-seeded had been secured with temporary fencing, and the fencing would remain until spring. He said that Public Works also aerated and overseeded the outfield.

Ms. Ranney said the Capital Improvement plan included a second phase of improvements in the park scheduled for 2025 with a budget of \$120,000.

9. Field Study Update

Ms. Rost said that she sent an email out to youth sports association presidents and SAB members that represent a field sport inviting them to attend a presentation on the field study with the idea of getting their support before presenting the study to the school district and municipality. She said she offered 10 dates over the next 5 weeks and hoped to be ready to share the study with others in January.

10. Ice Rink Repair Update

Mr. Donnellan reported on the closure of the ice rink on October 22 due to the failure of the compressors and he provided a timeline of events. He reviewed how the events were promptly communicated to the public through LeboALERTs and the municipal website, and that the closure was expected to last for about 4 weeks due to the lead time on parts and additional time for the repairs. He stressed that the issue was not due to a lack of maintenance and that the Recreation Department was doing everything possible to minimize downtime. He said the department was investigating options for a temporary chiller, and that regular updates would be communicated through the website.

Mr. Donnellan said that after these repairs were completed, the municipality would start planning for a complete refrigeration system replacement, as the current system was near the end of its useful life.

11. New Business

There was no new business.

12. Announcements

Mindy Ranney announced upcoming budget meetings on November 9 from 6 – 9 p.m., November 18 from 9 a.m. – 12 p.m., November 30 from 6 – 9 p.m. and December 6 from 6 – 9 p.m.

Amand Rost announced that the next Sports Advisory Board meeting would be on January 4, 2024.

13. Adjournment

The meeting adjourned at 9:11 p.m.