

Mt. Lebanon Sports Advisory Board

Meeting Minutes

June 6, 2013, 8:00 p.m.

Municipal Building Meeting Room 104C

1. Call to Order and Roll Call

Tim White called the meeting to order. David Donnellan called the roll.

The meeting was attended by Board Members Dale Cable, Dave Franklin, Stacey Franklin, Scott Foor, Walt Henry, James Menegazzi, Anna Murphy, Joy Pajak and Tim White. The meeting was also attended by Athletic Director John Grogan and Recreation Director David Donnellan.

Board Members Brian Auer, Chris Curran, Chip Dalessandro and Dave Klasnick were absent.

2. Citizen Comments

There were no citizen comments.

3. Approval of May 2, 2013 Meeting Minutes

The minutes were approved as submitted.

4. Update to the Commission on SAB Progress (John Bendel)

Commissioner Bendel was not present at the meeting. Mr. Donnellan said Commissioner Bendel asked for a few board members to attend a Commission Discussion Session on June 24, to give a 5-10 minute update regarding the Sports Advisory Board's progress and capital improvement priorities. Dale Cable, Walt Henry, Joy Pajak and Dave Franklin volunteered to attend the discussion session. Mr. White indicated he would discuss the presentation with the group prior to the meeting.

5. Asset/Inventory Review from Each Organization

Mr. White reminded the board that each organization needs to submit an asset/inventory report. Mr. Donnellan said he will submit a form to the organizations that were not represented. Mr. Donnellan reminded the board there is no July meeting. The board agreed to attempt to compile this information by the August meeting. Reports are to be submitted electronically to Mr. White and Mr. Donnellan as soon as possible. Mr. Donnellan will assemble the individual reports into one master report.

Joy Pajak shared her asset/inventory Report with the group. She indicated that a pavilion adjacent to Hole No. 1 would be the top priority. She proposed donations and fund raising to support the project. She inquired about authorization for fund raising on behalf of the municipality. Mr. Donnellan indicated that she should discuss fund raising efforts with the Municipal Finance Department to help facilitate their efforts.

Mr. White requested no board member approach a corporate sponsor for donations for any individual organization. Requests need to be made as a group. Doing otherwise would reduce their potential opportunity. Mr. White indicated he is working on a list of corporations for sponsorship opportunities that would be for the benefit of all the sports organizations. It was suggested that a similar list should be generated for foundations.

Mr. Donnellan said he will look internally at municipal advertising and sponsorship efforts help ensure that businesses are not approached too soon or too often.

The group also discussed pursuing grant opportunities for sports facilities improvements. Walt Henry suggested contacting Allegheny County to inquire about funding for park projects, and their structure for funding projects.

6. Discussion and Preliminary Prioritization of Capital Projects

Mr. Donnellan reviewed a packet he submitted to the board members to show the board what projects the municipality is working on and what has been proposed in the future. He indicated that documents were meant to start a conversation to prioritize capital projects. He reviewed the following items:

1. Improvements to Sports Facilities. This information reflects recent funding for sports-related projects from 2011-2013. The total of the approved projects was \$4,992,910.
2. Sports related projects from the Municipal 5-Year Capital Improvement Program.
3. Potential Capital Projects Using Unassigned Fund Balance. Each year the Commission considers a portion of the undesignated fund balance to use for capital projects. Mr. Donnellan pointed out that the list was prioritized by the Municipal Manager, not the Commission.

Potential capital projects were discussed. The board established the following prioritization list for capital improvement projects:

1. Turf and light field- Mellon or Jefferson
2. Light additional fields: Wildcat and Jefferson Softball Field
3. Platform tennis court structural repair
4. New electric Zamboni
5. Golf course pavilion

The board also identified the following projects for 2014-16:

Turf and light Wildcat Field/Middle Field

Create new field

Fields at McNeilly

Multi-purpose athletic facility (fields, basketball courts, racquetball courts, weight room, track, ice, pool, batting cages, golf, etc.)

Items 7 through 10 were tabled until the next meeting.

7. Inventory Field/Athletic Facilities and Utilization

8. Forum for Unrepresented Groups

9. Other Short and Long Term Goals

10. Adjournment

The meeting was adjourned at 10:10 p.m.