



**Norwood Young America Parks and Recreation Commission  
Tuesday, September 20, 2016 at 5:30 p.m.  
Oak Grove City Center ~ City Council Chambers, 310 Elm St. W.**

**AGENDA**

- |   |  |
|---|--|
| <b>Sharilyn Feltmann</b>                                    | 1. Call to Order   |
| <b>Lori Trocke</b>  | 2. Pledge Allegiance   |
| <b>Jim Zellmann</b>   | 3. Adoption of Agenda  |
| <b>Karla Hormann</b>  | 4. Old Business  |
| <b>Julie Kuenzel,<br/>School<br/>District Rep.</b>          | 5. New Business<br>A. Raider Softball Boosters – Phase II Dugouts Project<br>B. Sidewalk Removal Request |
| <b>JR Hoernemann<br/>Planning<br/>Comm. Rep.</b>            | 6. Miscellaneous Updates   |
| <b>Craig Heher<br/>Council<br/>Liaison,<br/>Chairperson</b> | 7. Commissioner Reports/Updates  |
|   | 8. Adjourn   |

**UPCOMING MEETINGS**

- |                            |   |
|----------------------------|---|
| September 26 <sup>th</sup> | 6:00 p.m. - Parks & Recreation Commission and<br>City Council Joint Meeting |
| September 26 <sup>th</sup> | 7:00 p.m. – City Council meeting  |
| October 10 <sup>th</sup>   | 6:30 p.m. – City Council meeting  |
| October 18 <sup>th</sup>   | 5:30 p.m. – Parks & Recreation Commission meeting                           |



TO: Parks & Recreation Commission Members  
FROM: Steve Helget, City Administrator  
DATE: September 20, 2016  
SUBJECT: Raider Softball Boosters – Phase II Dugouts Project

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Representatives of the Central High School Raider Softball Boosters will be present to review their proposal to commence Phase II of their Dugouts Project at the Sports Complex. The Booster Club is proposing to construct dugouts on the south softball field. Enclosed is a letter and supporting documents from the Booster Club. I'm also including a copy of the written agreement between the Club and City for the first dugout project.

# Central High School

## Raider Softball Boosters



09/14/16

Dear Administrator Helget, NYA Park & Rec Commission & NYA City Council,

It is the intention of the Central Raiders Softball Booster Club to start Phase Two of the Norwood Sports Complex Dugout Project this October 2016.

As pictured in the attachments, Phase One (Varsity field) of the Dugout Project was completed in March 2016. This project was finished in approximately a one year time period and costed roughly \$10,000 to complete. Along with fundraising, the boosters received monetary support from multiple businesses, civic organizations and the City of NYA.

To date, the Softball Boosters have personally fundraised enough money to complete the estimated cost of \$9,000 for Phase Two of the Dugout Project in full. The reason for the lesser amount from Phase One is that the south field (JV field) will not have, nor need, an attached storage shed as on the Varsity field. Once again, we will also have donated labor and product from companies and individuals who are thrilled to be contributing to not only our softball program, but also help to increase value and visibility to our parks. All of the labored parties have their own business insurance.

The Softball Boosters are requesting from the NYA Park & Rec and NYA City Council to approve the start of Phase Two of the Dugout Project and also waive the building permit fees as you did in Phase One. We are asking for no other monetary commitment from the City.

Attached are pictures of the completed Phase One Dugouts, drawings and details of the proposed Phase Two Dugouts.

Also, our Softball Boosters will be applying for a Twins Community Fund Grant for upcoming safety improvements for the 2017/2018 season. Our goal is to increase spectator safety with some sort of netting or permanent canopy coverings and possible trees added for shade. We also plan on installing a flag pole by our current scoreboards.

Please let us know if you have any questions. We appreciate the collaboration our booster club has with the City in order to make improvements for our kids and community.

Kind Regards,

Two handwritten signatures in black ink. The first signature is 'Brian Crown' and the second is 'Karen Hallquist'. Both are written in a cursive, flowing style.

Brian Crown, Vice President CHS SB Boosters – Dugout Project Coordinator  
Karen Hallquist, Summer SB Director – Dugout Project Coordinator

Norwood Sports Complex  
Phase Two  
South JV Dugout Project

Foundation of Dugouts

\*Dugout 30x7' slab x 2

\*Construction Permit for cement structure (waived by City of NYA)

\*Concrete work done by Bruch Concrete, Plato MN 3,000.00

Block Work/Masonry

\*All concrete block and labor donated by Rondeau Construction

\*Mortar for dugouts 400.00

Metal Support Posts

\*Used for front & rear dugout structure (4x4 steel posts) 1,000.00

\*Installation/labor donated by Brian Crown & Al Steinhagen (Steinhagen Enterprises)

Lumber Costs for the two South Dugouts

\*Includes benches, all hardware, molding

\*Wood framing, sheeting roofing materials via Mayer Lumber 3,500.00

\*Labor donated by Paul Ruud & Industrial Tech Students at CHS

\*Construction permit for permanent structure (waived by City of NYA)

Paint/trimming/bag hooks/bat rack for both Dugouts

\*Maroon/gray paint & hardware via Mayer Lumber 450.00

Total Estimated Expenses: \$8350.00

Finished "Home" Dugout Spring 2011e  
North Field  
Norwood Sports Complex



INNING	1	2	3	4	5	6	7	8	9
VISITOR	0	0	0	0	0	0	0	0	0
HOME	0	0	0	0	0	0	0	0	0

SPORTS FIELD

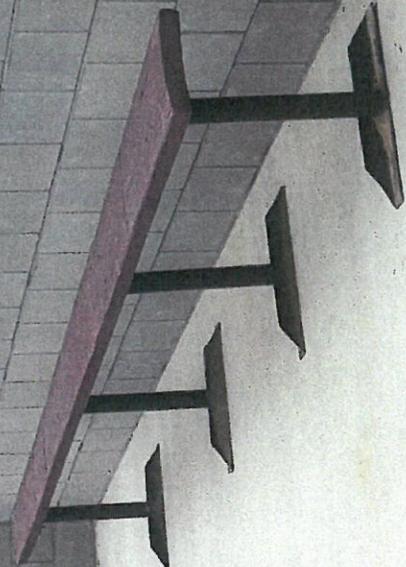
2019

\*this is a pic of the Varsity dugout.

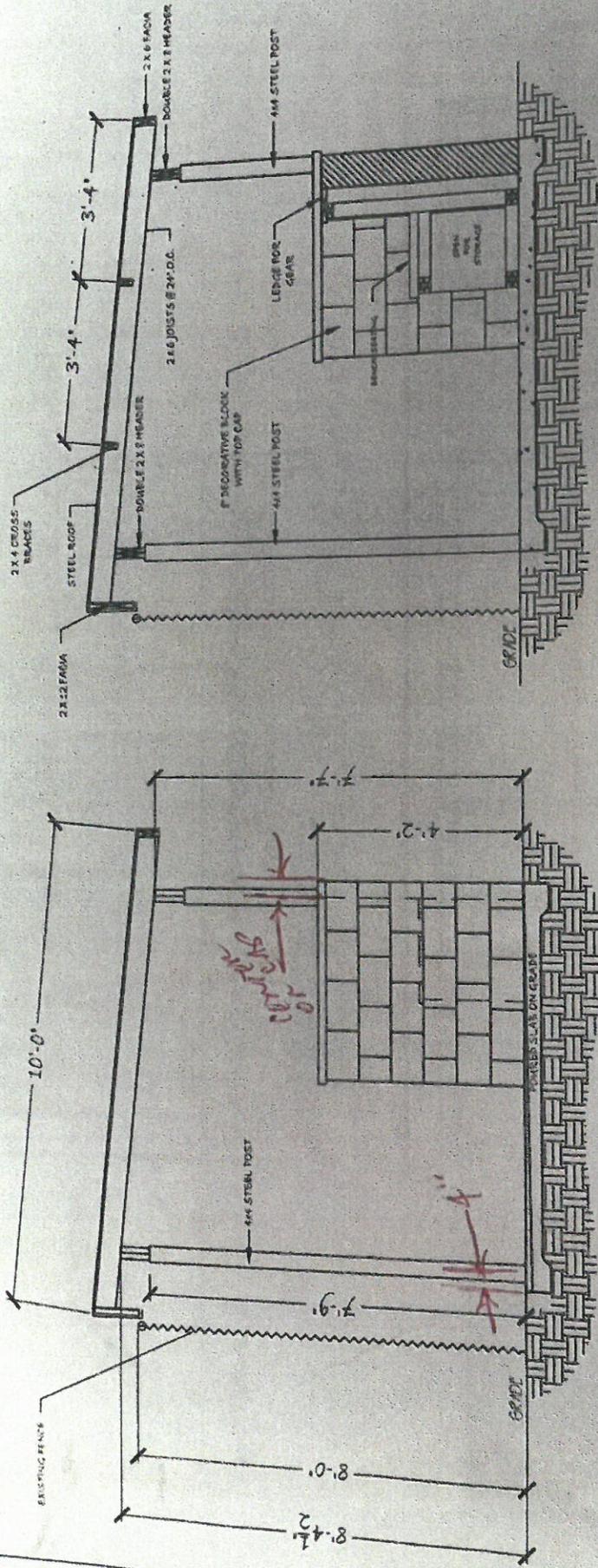
Intentions -  
Fall 2016

- \*Slab Poured
- \*Block Layed

- 
- Spring 2017
  - \*Steel Roof added
  - \*bat rack, bag hooks, benches



\*Exact Same as North Fields



SECTION VIEW @ DUGOUT

ELEVATION VIEW @ DUGOUT

NORWOOD DUGOUTS 3-3-15

**PROPOSED NORWOOD SPORTS COMPLEX  
HOME DUGOUT**

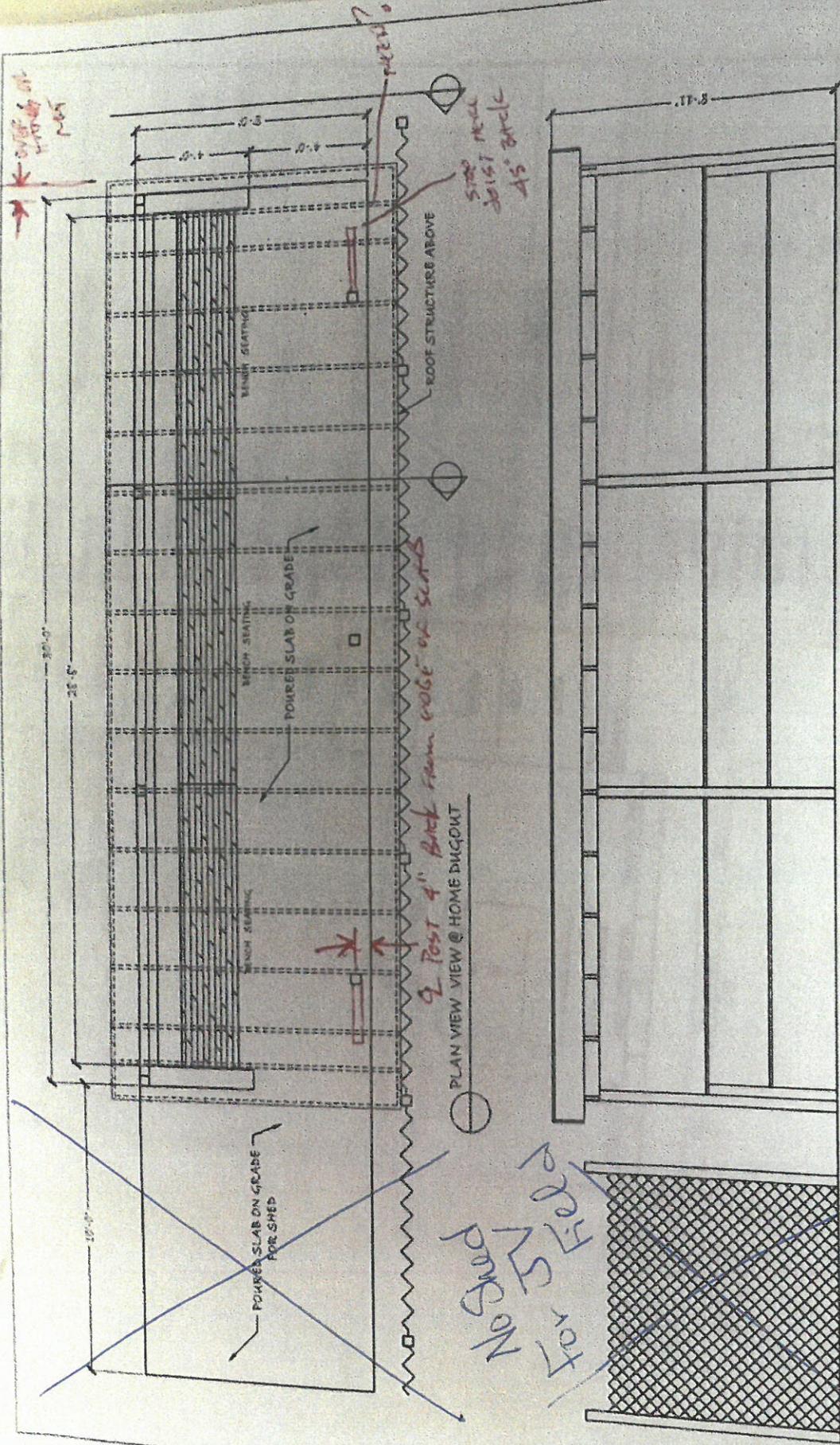
DATE: NOV. 18, 2014  
SHEET: 2 OF 2

30.0%	\$	8.55	\$		\$
35 MW					

Setup Minutes

Minutes

5 JV



ELEVATION VIEW @ HOME DUGOUT

NORWOOD DUGOUTS 3-3-15

**PROPOSED NORWOOD SPORTS COMPLEX**  
**HOME DUGOUT** (Southfield)

DATE: NOV. 18, 2014

SHEET: 10 OF 2

JV

## RECREATION AGREEMENT

This **AGREEMENT** is made, pursuant to Minn. Stat. 471.15 et. seq, as of October 29, 2014, by and between **The City of Norwood Young America**, hereinafter "**City**", and Central Softball Booster Club, hereinafter "**Club**", a non-profit corporation organized and existing under the laws of the State of Minnesota.

The parties agree as follows:

I. **PURPOSE/DESCRIPTION OF PREMISES.** **City** and **Club** enter into and execute this Agreement for the purpose of documenting their respective roles in construction of dugout improvements (the "Improvements") to be located on the north softball field at the Sports Complex on property (the "Premises") owned by **City**. The Improvements are more particularly described in Exhibit A attached to and made part of this Agreement.

II. **CONSTRUCTION OF DUGOUT IMPROVMENTS.**

A. *Plans and specifications.* On or before October 29, 2014, **Club** shall, at **Club's** sole expense, prepare plans and specifications for the Improvements. Such plans and specifications shall be provided to **City** for **City's** approval.

B. *Work requirements.* Promptly upon **City's** approval of the plans and specifications for the Improvements, **Club** shall, at **Club's** sole expense (subject to the **City's** contribution as described herein), commence, and shall thereafter diligently pursue to completion, construction of the Improvements.

C. *Cost.* **City** shall contribute \$3,700 towards the cost of the Improvements. All other costs shall be borne by **Club**.

III. **INSURANCE.** Club shall maintain the following insurances in effect through completion of the Improvements:

A. Comprehensive General Liability with policy limits of not less than \$1,500,000 for each occurrence and in the aggregate for bodily injury and property damage.

B. Builder's Risk Insurance covering the full replacement cost value of the Improvements.

The City shall be names as an additional insured on the CGL policy described above.

IV. **INDEMNIFICATION.** Club shall defend, indemnify, and hold City and its officers and employees harmless against any and all claims, liability, loss, or damage whatsoever, including reasonable attorney's fees and expenses recoverable under applicable law, which arise from or relate to or are caused by the negligent acts or omissions of Club or its employees or agents.

V. **PARTIES BOUND.** The covenants and conditions contained in this Agreement shall apply to and bind the successors and assigns of all of the parties to the Agreement.

VI. **ENTIRE AGREEMENT.** This Agreement shall constitute the entire agreement between the parties. Any prior understanding or representation of any nature preceding the date of this Agreement shall not be binding upon either party except to the extent incorporated in this Use Contract.

VII. **MODIFICATION OF AGREEMENT.** Any modification of this Agreement or additional obligation assumed by either party in connection with this Agreement shall be binding only if evidenced in a writing signed by each party or an authorized representative of

each party.

IN WITNESS WHEREOF, each party to this Agreement has caused it to be executed on the date indicated below.

CITY OF NORWOOD YOUNG AMERICA

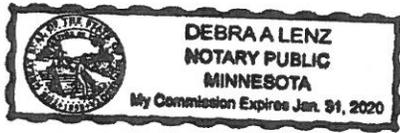
DATED: 10/31/14

By: Steve Helget  
Its: City Administrator

STATE OF MINNESOTA )

COUNTY OF CARVER )

The foregoing instrument was acknowledged before me this 31<sup>st</sup> day of October 2014, by Steve Helget on behalf of **THE CITY OF NORWOOD YOUNG AMERICA.**



Debra A. Lenz  
NOTARY PUBLIC

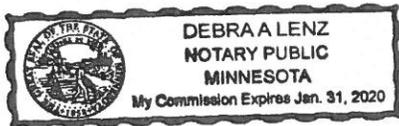
DATED: 10/31/14

Kallquist  
By: \_\_\_\_\_  
Its: \_\_\_\_\_

STATE OF MINNESOTA )

COUNTY OF CARVER )

The foregoing instrument was acknowledged before me this 31<sup>st</sup> day of October 2014, by Karen Hallquist on behalf of Central Softball Booster Club



Debra A. Lenz  
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## **EXHIBIT A**

The Softball Booster Club will construct two enclosed dugouts on the north softball field at the Sports Complex and will follow the specifications and plans as included with the City of Norwood Young America Building Permit obtained for the project.



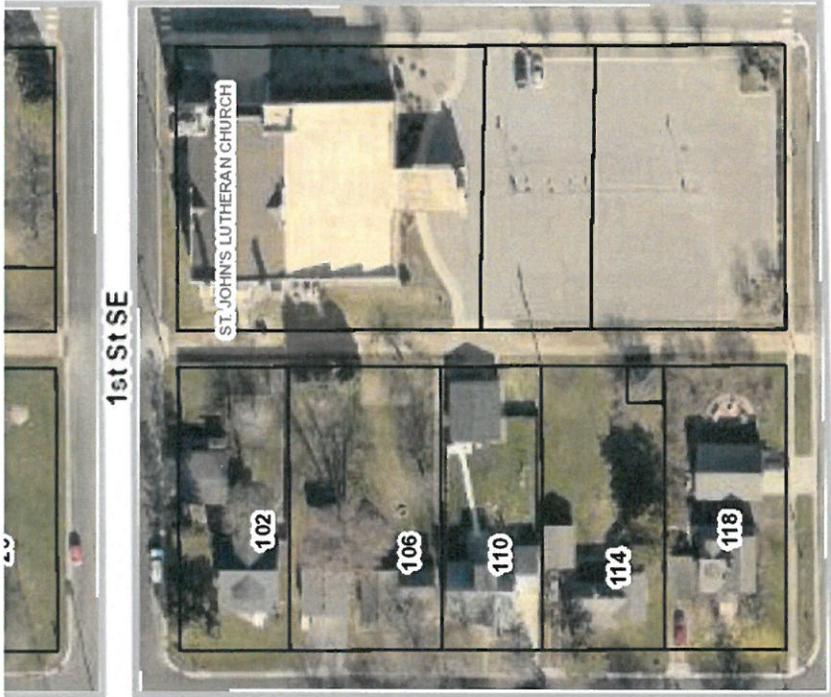
TO: Parks & Recreation Commission Members  
FROM: Steve Helget, City Administrator  
DATE: September 20, 2016  
SUBJECT: Sidewalk Removal Request

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Nick Sartell, 118 First Avenue NE is requesting the sidewalk that runs parallel with the south side of his property (2<sup>nd</sup> Street SE) be permanently removed. There is currently no sidewalk in front of his property on First Avenue. Mr. Sartell's property is located southwest of St. John's Church and the sidewalk in question connects into the sidewalk located south of the Church's parking lot. An alley does separate the two properties.



2nd St SE



1st St SE



2nd St SE



City of Newwood Young America, Carver County GIS, 2014. Pictometry International





