

15-1121



**Manitowoc Youth Baseball Association**

EIN: 39-1695692

Board President: Randy Heinzen

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Email: Randy@heinzenfinancial.com

Address: 2002 Marshall Street

Manitowoc, WI 54220

September 28, 2015

Mayor Justin Nickels & Mr. Chad Scheinoha  
City of Manitowoc  
Department of Public Infrastructure  
900 Quay Street  
Manitowoc, WI 54220

Dear Mayor Nickels and Mr. Scheinoha:

As both of you are aware, the ball diamond improvements in this city are being planned by Manitowoc Youth Baseball Association (MYBA) and the fundraising is making progress. The purpose of this letter is to request funds from the Parkland Dedication Fund.

The MYBA was formed in 1989 by a group of youth baseball coaches to help promote youth participation in baseball. There were many children in the county who wanted to play league baseball but were never before afforded the opportunity.

MYBA manages an average of about 50 youth baseball/softball teams spread out over 7 different leagues. On the boys baseball side we have our Galaxy League (grades 1-2), the World League (grades 3-4), the Astro League (grades 5-6), and the Cosmo League (grades 7-10). On the girls softball side we have the Ponytails Division (grades 1-3), the Junior League (grades 4-6) and the Senior League (grades 7-9). Throughout the season we play about 240 games with an average of 34-36 games per week.

The Manitowoc Youth Baseball Association has started a campaign to raise money for a new 4-plex youth baseball complex at Citizen Park in Manitowoc. With \$991,000 raised/pledged to date on this \$1.79 million project, we are seeking donors and sponsors to get us to completion.

The fundraising for these improvements has been challenging, but we have had some significant contributions from various organizations and companies. One of the most notable contributions is coming from the Baseball Tomorrow Fund grant. This award is for the amount of \$150,000. Another significant donor is a challenge grant from the West foundation, in the amount of \$300,000. Both of these gifts have some contingencies involved with them. Both want our organization to be able to show records of having a specific dollar amount in the bank by a specific date. If we do not accomplish this, we may lose out on these very generous gifts, and consequently our upgrades to the city may be delayed even further.

It is with this consideration that our organization would like to ask for an amount of \$50,000 from the Parkland Dedication Fund. It would seem that this is an appropriate request based on the financial commitment our

committee is responsible for raising. These improvements will "show off" our city quite a bit, and most importantly hundreds and hundreds of kids for many years to come will reap the benefits from this amazing facility.

MYBA has a vision to allow every child in Manitowoc County the chance to play baseball on beautiful, safe and convenient fields, regardless of their socioeconomic status or skill level. We strive to include youth across the county from varying backgrounds and abilities. With these new fields, we are hoping to increase our female participation by 20% and our minority participants by 10%. We will accomplish this by providing an attractive and conveniently located complex with creative outreach efforts, passionate coaches and dedicated volunteers. We also hope to increase participation of disadvantaged youth by collaborating with community youth programs and promoting the fact that we will waive fees for disadvantaged families.

When we complete this new 4-plex baseball complex it will become a true community hub for all youth and their families in the area to come to and play ball. The Manitowoc Visitor's Convention Bureau conducted an economic impact study for us to determine just what kind of impact we can make. It turns out that **each tournament held at the new 4-plex with teams from outside our area would bring a conservatively estimated \$37,177 into our community.** We should be able to hold anywhere from 2-4 tournaments per year, **bringing an estimated \$74,354 - \$148,708 into Manitowoc every year.**

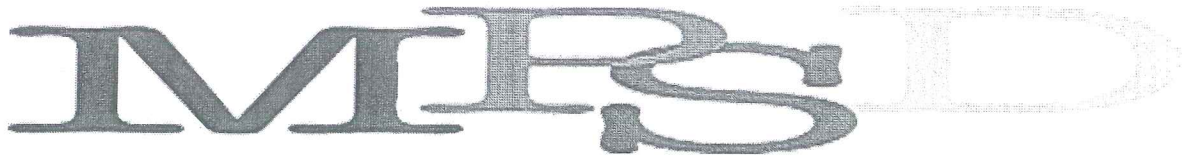
There is a very clear need for these improvements, and all of the attached documents should answer any type of question you may have in regard to the facilities. I truly hope you will consider contributing \$50,000 toward this project, as it will no doubt reflect positively upon the city of Manitowoc and all of its citizens. If you have any questions, please feel free to contact our organization at any time. Thank you for your time.

Sincerely,

Bruce Steinbecker  
Manitowoc Youth Baseball Association

Attachments:

1. Certificate of IRS Exempt Status
2. 2015 MYBA Budget
3. Detailed Project Budget
4. Project Timeline
5. Board of Directors
6. Donor Recognition Chart



March 25, 2015

To Whom It May Concern:

"It takes an entire village to raise a child." I am sure you have seen, or heard, this phrase before. In this case, however, "it takes an entire city community to raise a child." The Manitowoc Public School District and the city of Manitowoc Park and Recreation Department, have joined forces in a "shared agreement" to build a multiple-use, multiple-facility, baseball/softball complex in the city.

Raising a child comes in different phases and areas of interest. One of the best areas of interest that I know of is in the athletic area. Participation in recreational athletics provides young people the ability to continue exercising their minds and bodies, while also competing with others of the same age group, within the community. The Manitowoc Public School District, along with the city of Manitowoc Park and Recreation Department invite our community youth to engage in a wide range of athletic activities focused on both team and individual performance. One of the main ways we do that in the spring, summer, and fall, is to encourage children to be a part of a baseball or softball program that is being offered in both, the district and recreation department.

Our current situation is not one that truly encourages all age groups to participate, however. We have an extremely limited amount of baseball-only fields in the community or on school grounds. In the community, Manitowoc has only 2 baseball fields and just three softball-only fields. With a community population of 33, 736, and a County population of over 81,000 residents, the number of viable ball diamonds for our youth is low. As low as that number is in the community (5 fields), there is an even less number within the school district (2), and those fields are not playable for a state-sanctioned high school team for baseball or softball.

The grant that we are applying for will greatly enhance the opportunities for our youth. The shared agreement that the district has with the park and recreation department will continue to grow in depth and accountability when this new facility is built. Funds generated from offering leagues, tournaments, and baseball/softball clinics, will go right back into the continued development of both programs and relationships with both community entities.

I hope that you can understand the magnitude of our dilemma and our need. If you have further questions of me, please do not hesitate to contact me.

Sincerely,

A handwritten signature in cursive script, appearing to read 'D. Steavpack'. The ink is dark and the signature is fluid and legible.

**Mr. Dave Steavpack**  
Director of Athletics  
Manitowoc Public School District  
1433 South 8th Street  
Manitowoc, WI 54220  
(920) 663-9607



Dream-Build-Play Ball

## New Baseball/Softball Complex at Citizen Park in Manitowoc



Project Timeline	
Activity	Month /Year
Completion of Design (Phase 1)	July 2015
Permits (Phase 1)	July 2015
Start Construction of Dewey Field (Phase 2)	June 2016
Start Major Earth Work & Utilities Sports complex (Phase 3)	June 2016
Complete Utilities (Sewer, Water, Storm Sewer, Electric)	July 15 <sup>th</sup> 2016
Start Construction of Concession Stand (Phase 4)	July 15 <sup>th</sup> 2016
Start Construction of Baseball Fields (Phase 5A, 5B, 5C)	July 15, 2016
Completion of Dewey Field	August 2016
Complete Concession Stand	November 2016
Complete Baseball Fields	November 2016
Construct Batting Cages and Complete Landscaping (Phase 6)	November 2016
Installation of Lights (Phase 7)	March 2017

## Detailed Project Budget

BUDGET ITEMS	MYBA's & Other Share	MYBA's & Other Share	Total Cost
(Include quantities and cost per item)	Cash	In-Kind* (Cash Value)	
<b>Design, Engineering, &amp; Permits</b>			
Civil Design	15,000.00		15,000.00
Geotechnical Investigation	4,245.00		4,245.00
Architectural Design	16,300.00		16,300.00
Electric Design - Site	1,840.00		1,840.00
Athletic Field Design	1,850.00		1,850.00
Irrigation Design	1,500.00		1,500.00
Project Management	2,250.00		2,250.00
Permits, Agency Fees, Utility Connections	5,970.00		5,970.00
Construction Management/Staking	6,000.00		6,000.00
	54,955.00		<b>54,955.00</b>
<b>Dewey Field</b>			-
Civil & Staking	3,000.00		3,000.00
Mass Site Grading	10,000.00		10,000.00
Basebal Mix for Skinned Areas (4" depth)	3,760.00	2,000.00	5,760.00
Install Skinned Material	3,000.00	2,000.00	5,000.00
Magic Mix Infield Topdrssing (0.5" depth)	1,400.00	1,000.00	2,400.00
Install Topdressing Material	1,000.00		1,000.00
Screened Topsoil (Installed)	4,800.00		4,800.00
Laser Grading	18,000.00		18,000.00
Seed, Fertilize, Topdress	9,600.00		9,600.00
Grow-In	2,500.00		2,500.00

Build Pitchers Mound & Batters Box		1,000.00	1,000.00
Build Bullpens		2,000.00	2,000.00
Fencing & Backstop	22,000.00	10,000.00	32,000.00
Foulpoles	3,000.00		3,000.00
Dugouts (Concrete Pad & Bench)	15,000.00		15,000.00
Scoreboard/P.A. Syste	18,000.00		18,000.00
Bleachers	10,000.00		10,000.00
Bases and Anchors	500.00		500.00
	125,560.00	18,000.00	<b>143,560.00</b>
<b>Sitework, Earthwork and Utilities</b>			
Clear and Grub	-	2,500.00	2,500.00
Silt Fence	3,450.00		3,450.00
Tracking Pads	1,500.00		1,500.00
Strip Topsoil	6,600.00	6,000.00	12,600.00
Borrow Material	120,000.00		120,000.00
Replace Topsoil	25,000.00	-	25,000.00
Sand Under Concrete	3,250.00	2,000.00	5,250.00
Concrete	100,000.00	14,000.00	114,000.00
Stormceptor/Vortechs Structure	15,000.00	-	15,000.00
Sanitary Sewer 4"	8,855.00		8,855.00
Sanitary Tie-in	1,500.00		1,500.00
Sanitary Clean-Outs	1,000.00		1,000.00
Storm Manhole	2,000.00		2,000.00
Storm Sewer 12"-18"	30,540.00		30,540.00
Catch Basins	6,000.00		6,000.00
Watermain 4"	5,540.00		5,540.00

Water Line 2"	4,800.00		4,800.00
Water Line 1"	4,200.00		4,200.00
Valves, Tie-ins LS, Curb Stops	7,500.00		7,500.00
<b>Electric</b>			
Light Fixtures	4,000.00	5,000.00	9,000.00
Underground Electric Service	13,000.00	5,000.00	18,000.00
<b>Irrigation</b>			
Pump, Backflow Preventer,	10,000.00		10,000.00
Control System	5,000.00		5,000.00
Common Area Irrigation	5,000.00		5,000.00
	383,735.00	34,500.00	<b>418,235.00</b>
<b>Concessions Stand</b>			
Concession Stand	112,500.00	100,000.00	<b>212,500.00</b>
<b>Field Construction - 210 ft Baseball Field</b>			
Baseball Mix for Skinned Areas (4" depth)	5,760.00		5,760.00
Install Skinned Material		3,500.00	3,500.00
Magic Mix Infield Topdressing (0.5" depth)	2,400.00		2,400.00
Install Topdressing Material		1,000.00	1,000.00
Magic Track Warning Track Mix (2" depth)	5,000.00		5,000.00
Install Warning Track Material		4,000.00	4,000.00
Screened Topsoil (Installed)	2,000.00		2,000.00
Laser Grading	8,550.00		8,550.00
Sod, Fertilize, Topdress	15,057.00		15,057.00
Build Pitchers Mound & Batters Box	1,000.00		1,000.00
Build Bullpens	3,000.00		3,000.00
Fencing & Backstop	30,000.00		30,000.00

Foulpoles	3,000.00		3,000.00
Dugouts	22,000.00		22,000.00
Irrigation (Inside Fence Only)	15,000.00		15,000.00
Additional Draintile	2,500.00		2,500.00
Backstop Padding	1,500.00		1,500.00
Wind Screen	3,000.00		3,000.00
Fence Cap	2,500.00		2,500.00
Scoreboard/P.A. System	18,000.00		18,000.00
Bleachers	10,000.00		10,000.00
Bases and Anchors	500.00		500.00
	150,767.00	8,500.00	<b>159,267.00</b>
Construct 2 Additional 210 Ft Fields			
<b>Total 2 Additional 210' Baseball Fields</b>	<b>301,534.00</b>	<b>17,000.00</b>	<b>318,534.00</b>
<b><u>Field Construction - 160 Foot Baseball</u></b>			
Baseball Mix for Skinned Areas (4" depth)	7,600.00		7,600.00
Install Skinned Material	2,500.00		2,500.00
Magic Mix Infield Topdressing (0.5" depth)	2,775.00		2,775.00
Install Topdressing Material	750.00		750.00
Magic Track Warning Track Mix (3" depth)	4,500.00		4,500.00
Install Warning Track Material	3,000.00		3,000.00
Screened Topsoil (Installed)	1,600.00		1,600.00
Laser Grading	6,840.00		6,840.00
Sod, Fertilize, Topdress	11,250.00		11,250.00
Build Pitchers Mound & Batters Box		500.00	500.00
Build Bullpens		1,500.00	1,500.00
Fencing & Backstop	28,000.00		28,000.00



Foulpoles	3,000.00		3,000.00
Dugouts	10,000.00		10,000.00
Irrigation (Inside Fence Only)	12,000.00		12,000.00
Additional Drain tile	1,000.00		1,000.00
Backstop Padding	1,500.00		1,500.00
Wind Screen	2,000.00		2,000.00
Fence Cap	1,500.00		1,500.00
Scoreboard/P.A. System	14,000.00		14,000.00
Bleachers	8,000.00		8,000.00
Bases and Anchors	350.00		350.00
	122,165.00	2,000.00	<b>124,165.00</b>
Landscape/Common Area	10,000.00		10,000.00
Batting Cages	12,000.00		12,000.00
	22,000.00		<b>22,000.00</b>
<b>Light 1 210-foot Field</b>	85,000.00		85,000.00
<b>Light 2nd 210-foot Field</b>	85,000.00		85,000.00
<b>Light 3rd 210-foot Field</b>	85,000.00		85,000.00
<b>Light 160-foot Field</b>	80,000.00		80,000.00
	335,000.00		<b>335,000.00</b>
<b>PROJECT GRAND TOTAL</b>	<b>1,608,216.00</b>	<b>180,000.00</b>	<b>1,788,216.00</b>

**BUDGET SUMMARY OF FUNDERS**  
**MYBA's "Dream. Build. Play Ball!" Campaign**

Proposed Project Budget	US Dollar Amount
Total Cost of the Project	\$1,788,216
Total Matching Funds Secured to date (CASH)	\$991,000
Total Matching Funds Secured to date (In-Kind)	\$40,000
Total Needed	\$757,216

Summary of Secured and Outstanding Matching <u>CASH</u> Funds			
Funding Source	US Dollar Amount	Check (X) if Secured	If outstanding, expected decision date (Indicate Month/Year)
Manitowoc Youth Baseball Assoc. (applicant)	\$125,000	X	
Manitowoc Company	\$200,000	X	
West Foundation	\$300,000	X	
Baseball Tomorrow Fund	\$150,000	X	
Kaysun Inc.	\$1,000	X	
Red Arrow Products	\$25,000		By Oct 2015
Jagemann Stamping Company	\$25,000	X	
Investors Community Bank	\$30,000	X	
Bank First National	\$75,000		By Aug 2015
Brewers Community Foundation	\$10,000	Sub. 4/17	By Sept 2015
Finish Line Youth Foundation	\$75,000	Sub. 4/17	By July 2015
Jagemann Plating Company	\$25,000	X	
Holiday Inn	\$5,000		By Sept 2015
Festival Foods	\$50,000	X	
Forefront Dermatology	\$50,000		By Aug 2015
Just Orthodontics	\$5,000	X	
Larry's Distributing	\$20,000		By Aug 2015
Federal Mogul	\$75,000	X	
Braun Building Center	\$5,000	X	
BayCare Clinic Foundation	\$10,000	Sub. 9/2	By Jan 2016
Lakeside Foods			
City of Manitowoc	\$50,000		
<b>Total</b>	<b>\$1,511,000</b>	<b>\$991,000</b>	

<b>Summary of Secured and Outstanding Matching <u>IN-KIND</u> Funds</b>			
Funding Source	US Dollar Amount (value)	Check (X) if Secured	If outstanding, expected decision date (Indicate Month/Year)
MC Sports	\$10,000		By July 2015
Manitowoc County Home Builders Assoc.	\$50,000		By June 2015
Manitowoc Public Utilities	\$25,000		By June 2015
Braun Building Center (5/7 Presentation)	\$10,000		By July 2015
City of Manitowoc	\$20,000		By June 2015
Bob Braun Excavating	\$25,000		By July 2015
HK Sports Fields (we have letter)	\$25,000	X	
Carron Net Co. (netting)	\$15,000	X	By May 2015
<b>Total</b>	<b>\$180,000</b>	<b>\$40,000</b>	

Notes:

MYBA continues to search for additional sources of cash and in-kind funding from local businesses, foundations, and individuals for this project.

Although not all of the organizations listed above have fully committed to donating the funding amount listed, they are among the companies MYBA board members have given live presentations to and they seemed to have a strong interest in the project.



Dream-Build-Play Ball

**Manitowoc Youth Baseball Association  
Board of Directors and League Officers Roster**

<b>Name</b>	<b>Board Position</b>	<b>Professional Affiliation</b>	<b>Address</b>	<b>Daytime Phone</b>
Randall Heinzen	President & Treasurer	Owner, Heinzen Financial Services	3507 Foxfire Court, Manitowoc, WI 54220	920-683-0202
Erik Kohlman	Vice President	Service Manager, Miller Implement; World League Comissioner (MYBA)	1117 Park Row Blvd, Manitowoc, WI 54220	920-323-1084
Bob Satori	Secretary	Engineer, Manitowoc Company; Comissioner overseeing the girls's softball program	5103 Catalina Court, Manitowoc, WI 54220	920-684-1891
Scott Volz	Technology Director	Computer Programmer, Charter Manufacturing Inc.; Comissioner for the Cozmo League (MYBA)	940 N 22nd Street, Manitowoc, WI 54220	920-242-9294
Gary Novak	Director	Retired Business Owner, Novak Service Station; Past President of Manitowoc Youth Baseball	1320 Washington St. Manitowoc, WI 54220	920-684-5737
Duane Deicher	Director	Phy Ed Teacher in the Manitowoc Public School District; Comissioner for Galaxy League	925 Sarah Miles Lane, Manitowoc, WI 54220	920-629-7560

Current Manitowoc Youth Baseball Association (MYBA)

Operating Budget

2015 MYBA BUDGET

Acct #	Account	MYBA Budget
<b>INCOME</b>		
<b>REGISTRATIONS</b>		
00100	Regular Season Registration - Baseball	\$ 19,500.00
00110	Regular Season Registration - Softball	\$ 9,750.00
		\$ 29,250.00
<b>FUNDRAISING</b>		
00300	Player Fundraising	\$ 7,500.00
00310	Sponsorships	\$ 7,000.00
		\$ 14,500.00
	<b>TOTAL INCOME</b>	\$ 43,750.00
<b>EXPENSES</b>		
Acct #	Account	
<b>ADMINISTRATIVE</b>		
00400	Accountant	\$ 500.00
00410	Online Registration Fees	\$ 1,350.00
00420	Postage	\$ 200.00
00430	Printing	\$ 500.00
00440	Website	\$ 1,000.00
		\$ 3,550.00
<b>BASEBALL OPS. (Reg. Season)</b>		
00500	Baseball Equipment	\$ 6,000.00
00510	Trophies	\$ 2,000.00
00520	Umpire Equipment	\$ 200.00
00530	Umpire Wages	\$ 8,500.00
00540	Uniforms	\$ 6,075.00
		\$ 22,775.00
	<b>TOTAL EXPENSES</b>	\$ 26,325.00
	<b>NET INCOME</b>	\$ 17,425.00

## PROJECTED SPORTS COMPLEX BUDGET

Acct #	Account	MYBA Budget
<b>INCOME</b>		
<b>REGISTRATIONS</b>		
00100	Regular Season Registration - Baseball	\$ 19,500.00
00110	Regular Season Registration - Softball	\$ 9,750.00
		<b>\$ 29,250.00</b>
<b>CONCESSIONS</b>		
00200	Concession Revenue - Cash	\$ 32,000.00
		<b>\$ 32,000.00</b>
<b>FUNDRAISING</b>		
00300	Player Fundraising	\$ 7,500.00
00310	Sponsorships	\$ 7,000.00
		<b>\$ 14,500.00</b>
	<b>TOTAL INCOME</b>	<b>\$ 75,750.00</b>

<b>EXPENSES</b>		
Acct #	Account	
<b>ADMINISTRATIVE</b>		
00400	Accountant	\$ 500.00
00410	Online Registration Fees	\$ 1,350.00
00420	Postage	\$ 200.00
00430	Printing	\$ 500.00
00440	Website	\$ 1,000.00
		<b>\$ 3,550.00</b>

<b>BASEBALL OPS. (Reg. Season)</b>		
00500	Baseball Equipment	\$ 6,000.00
00510	Trophies	\$ 2,000.00
00520	Umpire Equipment	\$ 200.00
00530	Umpire Wages	\$ 8,500.00
00540	Uniforms	\$ 6,075.00
		<b>\$ 22,775.00</b>

<b>BUILDING &amp; GROUNDS</b>		
00600	Building Maintenance	\$ 1,000.00
00605	Chalk/Paint	\$ 250.00
00615	Equipment Maintenance	\$ 1,000.00
00620	Fertilizer/Chemicals	\$ 2,000.00
00625	Fuel/Oil	\$ 1,000.00
00630	Grass Seed/Sod	\$ 500.00
00640	Netting/Padding/Tarps	\$ 2,000.00
00645	Pest Control	\$ 500.00
00650	Soil	\$ 1,000.00
00655	Tools	\$ 250.00
00660	Topdressing/Drying Agent/Warning Track	\$ 3,000.00
00665	Wages/Salaries	\$ 19,000.00
		<b>\$ 31,500.00</b>

<b>CONCESSIONS</b>		
00700	Concession COG	\$ 12,800.00
00710	Concession Wages	\$ 1,500.00
		<b>\$ 14,300.00</b>

<b>TOTAL EXPENSES</b>	<b>\$ 72,125.00</b>
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<b>NET INCOME</b>	<b>\$ 3,625.00</b>
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