

MANITOWOC PUBLIC SCHOOL DISTRICT  
Manitowoc, WI

18 - 0211

January, 2018

**Manitowoc Parks & Recreation Department**

The Manitowoc Public School District and the City of Manitowoc Parks & Recreation departments have worked cooperatively/ collaboratively over a number of years to share facilities and equipment. The following proposal would be another example of this effort to effectively maintain the softball and baseball fields in Manitowoc during the MPSD 2018 season. MPSD commits an estimated 460+ work hours each spring on city fields which represents about \$16,100.00 in labor if our crews were to have to do this. This labor offsets any and all fees.

**Baseball & Softball  
MPSD Proposal**

March thru end of May 2018

- Practice start date: March 2018

Weather Permitting –

**MPSD Responsibilities**

- Open Municipal Field - March 2018
  - Rent a portable toilet to be used at Municipal Field
  - Batting cages/ player development
  - Prepare field for competition if snow is gone
  - Check systems- public address system, lights, buildings
  - Prepare equipment for maintaining field- drag, lining machine, lime, paint, rakes, pumps, hoses, etc. Coordinate with City Parks Supervisor
  - Clean and empty concession stand at the end of the season
- Miracles Park – March 2018
  - Take inventory and inspect equipment in storage building
  - Prepare fields for competition if snow is off of field.
  - Prepare equipment for maintaining field- drag, lining machine, lime, paint, rakes, pumps, hoses, etc. Coordinate with City Parks Supervisor
  - Clean and empty concession stand at the end of the season
- Manitowoc Youth Sports Complex 2018
  - 2 diamonds will be used for JV1, and V softball practices
  - Coordinate scheduling, use and maintenance with MYBA
  - Prepare fields for competition if snow is gone
  - Prepare equipment for maintaining field- drag, lining machine, lime, paint, rakes, pumps, hoses, etc.

- Red Arrow Park March 2018
  - Take inventory and inspect equipment in storage building
  - No outfield fence is needed, practice diamond only
  - Prepare fields for practice use if snow is gone
  - Prepare equipment for maintaining field- drag, lining machine, lime, paint, rakes, pumps, hoses, etc. Coordinate with City Parks Supervisor

## Maintenance during Season for JV2, JV1, and Varsity

### MPSD

- Daily check
- Grooming of fields
- Remove water as needed
- Prepare for games – lining, fences, bases, etc.
- Daily cleaning and product supply maintained in restrooms & concession stands

### Parks & Rec Department

- Cut grass and trim along fence line – 1 time per week at all sites. If additional cuttings are needed MPSD Director of Buildings & Grounds and City Parks Supervisor will coordinate.

## Commitments from Parks & Rec

- Every effort will be made, through scheduling, not to bump Baseball & Softball teams from fields for practice & games – Manitowoc Lutheran High would play their Varsity games at CP1 if there are conflicts at Municipal Field.
- - Baseball – Varsity @ Municipal Field  
JV1 & JV2 @ Miracle League Park Spring 2018
  - Softball- Practice Varsity, JV1  
Games Varsity, JV1
- Material to maintain fields – diamond mix, sod, dirt, etc.
- Use of the City diamond groomer and trailer (3 wheeler)
- Booking and use of Concession stands & restrooms- no cost to district, this includes cleaning prior to season.
- Equipment to maintain fields – aerator, rakes, lining machines, drags, pulverizer, lime, etc. Coordinated with City Parks Supervisor
- Repairs to equipment or buildings by City Parks Department
  - Lights at Municipal and Manitowoc Youth Sports Complex
  - Scoreboards at Municipal, Miracle League Park and the Manitowoc Youth Sports Complex
  - Fences and Municipal Field, Miracle League Park and the Manitowoc Youth Sports Complex
  - Concession stand areas at Municipal and Manitowoc Youth Sports Complex
  - Restrooms
  - Other

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Manitowoc Public School District  
Director of Buildings and Grounds