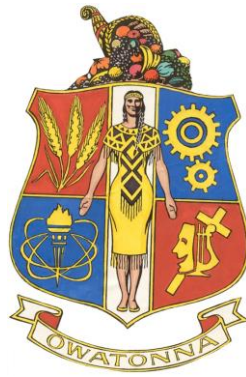


THE CITY OF



OWATONNA

540 West Hills Circle
Owatonna, MN 55060
Ph. (507) 444-4321
FAX: (507) 444-4299

DATE: May 5, 2021
TO: Honorable Mayor, City Council and City Administrator
FROM: Jenna Tuma, Director of Parks and Recreation
Tim Truelson, Recreation Manager
SUBJECT: Addendum to the Steele County 4-H Softball Agreement

Purpose:

Addendum to the Owatonna Parks and Recreation Tournament Application and Policy Agreement with new 2021 dates: May 16 & 23 and June 6 & 13.

Background:

The Steele County Center for Youth Development has a long-standing history of over 20 years using the fairgrounds' ballfields for their 4-H softball program. This agreement is to extend the use into 2021 for Sunday afternoons in May and June at no charge.

Budget Impact:

Since this is a long-term use at no charge, there was no revenue budgeted for this reservation.

Staff Recommendation:

Staff recommends approval of this addendum to the agreement with Center for Youth Development-Steele County for these 2021 dates.



Owatonna Parks & Recreation Tournament Application & Policy Agreement



Tournament Director	Tracy Ignaszewski		
Address	635 Florence Ave		
Home Phone	507 444-7685	Cell Phone	507 461-0715
E-mail	ignas001@umn.edu		
Tournament Sponsor	Steele County 4-H		

Tournament Date(s) May 16 & 23 June 6 & 13

Fields requested: Fairgrounds Manthey Brown Jaycee Lincoln OMS
 McKinley Dartts Other _____

Check type: Slow-pitch Baseball/Softball Other _____
 Single Elimination Double Elimination Guaranteed Games Other _____

Anticipated number of teams _____

Does not apply to 4-H

~~Money owed to Park and Recreation at duration of tournament (additional staff/Additional diamond dry/etc.) _____~~

Check sanction: NSF/MSF ASA MRPA/USSSA Other _____

Tournament Policy Agreement

The Owatonna Parks and Recreation Department will provide the following for tournaments that are approved through the Event/Tournament Reservation Policy. This agreement must be signed and included with the application for the tournament. **Tournament schedules must be approved by Park and Recreation Staff prior to sending to tournament teams.**

Parks & Recreation

- ~~1. One staff person at no charge to perform maintenance of playing areas for every four fields used.~~
2. Any additional non-powered maintenance equipment needed by tournament host for maintaining fields that Park and Recreation park maintenance currently has.
- ~~3. Pre-meeting with tournament director (Thursday prior to tournament).~~
4. Portable restrooms that are currently at the park.
5. Two bags of diamond dry per field per day.
- ~~6. Chalk to line fields.~~

Tournament Host – Does not apply to 4-H

- ~~1. Pay for any additional staff needed at \$15 per hour per person.~~
- ~~2. Provide extra personnel from Association/tournament host to help with field maintenance, under the direction of Park and Recreation Staff.~~
- ~~3. Contact Rent n Save at 507 334 8440 for additional Portable Restrooms or additional dumping of restrooms, with cost paid by tournament host.~~
- ~~4. Contact Stewart Sanitation at 507 451 0976 for additional dumpsters, with cost paid by tournament host.~~
- ~~5. Cost of \$10 per bag of additional diamond dry.~~

At no time will our Parks and Recreation staff be allowed to work on field maintenance when lightning is present. All field maintenance will only be completed by our staff or by the volunteers of the Association that are helping with maintaining the field.

Tournament Director Signature

Date

Office Use Only

- | | | |
|--|---|--|
| <input type="checkbox"/> Copy of State Sanctioning | <input type="checkbox"/> Dept. of Ag license (if selling concessions) | <input type="checkbox"/> Fees Due(after) |
| <input type="checkbox"/> Park Permit Completed | <input type="checkbox"/> \$500 Damage Deposit | <input type="checkbox"/> Liability Insurance |

P&R Employee _____