



Client Meeting

3777 40th Avenue Northwest
Suite 200, Rochester, MN 55901-8798

PROJECT Willmar Swansson Field Improvements 2020-10015 DATE 2/19/2020 8:00 AM - 8:30 AM

ORGANIZER Sarah Mattson SUBJECT Design Meeting

LOCATION

INVITEES Dana Hlebichuk, Sarah Mattson

ATTENDEES Jim Bach (Marcus Construction), Rob Baumgarn (City of Willmar), chein@willmarmn.gov, deboert@willmar.k12.mn, Joe DeGrote (Marcus Construction), Dana Hlebichuk (Wideth Smith Nolting & Associates, Inc.), markmowens@gmail.com, msawatzky3@charter.net, rickm@dieinick.com

CC Dana Hlebichuk (Wideth Smith Nolting & Associates, Inc.), Rob Baumgarn (City of Willmar), Joe DeGrote (Marcus Construction), Brian Gramentz (City of Willmar), Andrew Lindquist (Marcus Construction), Steven Okins (City of Willmar), Tara Rohman, Jay Pomeroy (Anderson-Johnson Associates Inc), Eric Jendro (Wideth Smith Nolting & Associates, Inc.), Gregory Bohl (Wideth Smith Nolting & Associates, Inc.), James Szustek (Wideth Smith Nolting & Associates, Inc.), Jeffrey Kuhn (Wideth Smith Nolting & Associates, Inc.), Kate Van Hout (Wideth Smith Nolting & Associates, Inc.), Kent Rohr (Wideth Smith Nolting & Associates, Inc.), Kyle Vogt (Wideth Smith Nolting & Associates, Inc.), Ryan Hermes (Wideth Smith Nolting & Associates, Inc.), Michael Moore (Yeadon Domes)

MEETING COMMENTS

MEETING MINUTES

ACTUAL START DATE 3/6/2020 8:00 AM

MINUTES

1. Team assembly:
 - a. City of Willmar
 - b. Marcus Construction
 - c. WSN
 - d. Anderson Johnson
 - e. Swansson Sub-Committee
2. Introductions
3. Project Design Team
4. Project Schedule
 - a. Schematic Design – Feb. 19 – Apr. 8

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- 1) User Group Mtg. - Feb. 19
 - 2) User Group Mtg. - Mar. 18
 - 3) User Group Mtg. - Mar. 25
 - 4) Marcus Construction Price Check – Mar. 25-Apr. 1
 - 5) Owner Review – Mar. 25-Apr. 8
 - b. Design Development – Apr. 8 – May 20
 - 1) User Group Mtg. - Apr. 21
 - 2) User Group Mtg. – May 5
 - 3) User Group Mtg. – May 20
 - 4) Marcus Construction Price Check – May 20-29
 - 5) Owner Review – May 20 – June 5
 - c. Construction Documents
 - 1) June 5 – July 17
 - d. Biddings, Reviews, and Award Contracts
 - 1) July 20 – Aug. 3
 - e. Commencement of Construction
 - 1) Aug. 17, 2020 - March 2021
 - f. Inaugural Season
 - 1) Summer 2021
5. Review Sub-Committee Expectations
- a. Location of main stadium
 - 1) The committee voted to rotate blue/turf infield/stadium as first choice. New lights would be placed here provided with city funds. (rotate home plate to the left approx. to where 3rd base is located now.) Option 1 rotate 45°
 - 2) Option rotate 90°
 - 3) Orange – second choice for turf/stadium. (repair light poles and plan for future new lights.) Option 3
 - b. Improvements to Orange whether it's primary or secondary
 - 1) Move backstop closer to home plate (similar distance as Baker)
 - 2) Move outfield corners in (similar to Baker)
 - 3) New dugouts. (45 feet and covered) (14 inches in-ground will work if we can provide drainage without adding a sump pump.)
 - 4) Move dugouts closer to home plate. Match depth of Baker Field.
 - 5) Bullpens at end of each dugout. (similar to Baker)
 - 6) Move 1st and 3rd fencing in. (similar to Baker)
 - 7) Tear down press box.
 - a) If main field, press box behind stadium. (8x18 ft)
 - b) If second field, press box behind bleachers. (8x18 ft)
 - 8) Improve infield drainage
 - 9) Improve drainage in left field. (revisit the existing system)
 - c. Improvements to Blue whether it's primary or secondary
 - 1) Improve infield drainage
 - 2) New dugouts. (45 feet and covered) (14 inches in-ground)
 - 3) Move dugouts closer to home plate. Watch for view obstruction
 - 4) Bullpens at end of each dugout. (similar to Baker)
 - 5) Batting cage on each side
 - 6) Move 1st and 3rd fencing in. (similar to Baker)
 - 7) Score board
 - a) If Blue is main field, scoreboard (like Orange.)
 - b) If Blue is 2nd field, scoreboard (runs, count, timer)
 - d. Improvements to Softball/red, yellow, green

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- 1) Improve infield drainage at red, yellow, green
 - 2) Replace & regrade agri-lime at softball fields - red, yellow, green
 - 3) Scoreboards at 3 softball fields. red, yellow, green.
 - a) Softball scoreboards (timer, inning, runs, count)
 - 4) Softball dug-outs: chain linked dugouts, metal roof, mesh screens on 3 sides
 - e. Plaza/playground improvements
 - 1) Build shelter: roof, 4 posts, electricity/water capacity, concrete, 20x24.
 - 2) Shelter centrally located north of Blue.
 - 3) Build playground – Max of \$50,000.
 - 4) Playground centrally located.
 - f. Stadium requirements
 - 1) Beveled
 - 2) Elevated
 - 3) Roof
 - 4) Mixture of fixed chairs/benches with back rests (red seats, red rise, red beams)
 - 5) Steps: rise 14 in. run 2 1/2 feet (similar to Baker)
 - 6) Seats: 500 (starting point)
 - 7) Batters eye
 - 8) Backstop – netting
 - 9) Handicap is first row behind home plate and/or area on berm.
 - g. Primary field requirements: (either Orange or Blue)
 - 1) Turf infield at stadium site
 - 2) Berm on both sides of stadium.
 - 3) Sound system at main field with speakers
 - h. Secondary field requirements: (either Orange or Blue)
 - 1) Sound system at second field with speakers
 - i. Concession Stand and Bathroom
 - 1) Bathroom near/attached to brown building.
 - 2) Concessions at end of dugout similar to Minnewaska concept
 - j. If Blue has stadium & enhance Orange, have a plan for new light location at Orange.
 - k. If Blue is 2nd field, move bleachers from Orange to Blue with poured base.
6. Issues:
- a. Remodel existing brown concession building. Reuse for Storage, and utilities.
 - b. Remodel of brown building will be paid for using separate Public Works funds.

Participants are asked to review this memorandum and advise of changes, corrections, or additions.

Issued: March 6, 2020
