



VILLAGE OF MOUNT HOREB

E. Main Street

Mount Horeb, WI 53572

Phone: (608) 437-6884 Fax: (608) 437-3190

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PARKS, RECREATION, AND FORESTRY COMMISSION AGENDA

Tuesday, December 13, 2022 at 5:30 PM

Municipal Building Board Room

138 E. Main Street

Mount Horeb, WI

- 1) Call to order
- 2) Agenda items
 - a. Consider minutes from the October 25, 2022 meeting
 - b. Consider proposal from Fred Kolkmann for tennis court plans, specs and construction administration
 - c. Consider proposals for park planning at Grundahl and Foster parks
 - d. Discuss update from School District regarding future needs
 - e. Parkland acquisition discussion
 1. Sports Complex
 2. Meylor Property
 3. Any other available parkland
 - f. Recreation Director's Report
 - g. Public Services Director's report
- 3) Future agenda items
- 4) Set next meeting date and time
- 5) Meeting adjournment

UPON REASONABLE NOTICE, EFFORTS WILL BE MADE TO ACCOMMODATE THE NEEDS OF DISABLED INDIVIDUALS THROUGH APPROPRIATE AIDS AND SERVICES. FOR INFORMATION OR TO REQUEST THIS SERVICE, CONTACT ALYSSA GAFFNEY, CLERK, AT 138 E MAIN STREET, MOUNT HOREB, WI (608) 437-9404.

MINUTES

PARKS, RECREATION AND FORESTRY COMMISSION

October 25, 2022, 5:30 PM, Municipal Building Board Room

PRESENT: Halverson, Monroe, Webber, Fendrick

ABSENT: Smith

OTHERS PRESENT: Dudley, Gorman, Owen – Village of Mount Horeb

Consider minutes of the August 23, 2022 meeting.

Fendrick moved; Monroe seconded to approve the minutes of the August 23, 2022 meeting. Motion carried.

Discuss and consider projects at Grundahl Park with the Summer Frolic Committee

Gorman mentioned a couple potential projects at Grundahl Park, including a rain shelter over the Wednesday Night Live stage and the Summer Frolic Committee is looking at the possibility of a permanent building for the Summer Frolic and other Village events/activities.

Kurt Adler from the Summer Frolic Committee said their committee was not in favor of spending \$35,000-\$50,000 on a rain shelter for the stage but would like to instead have a study done to look at the possibility of a new building and look at facilities in the entire park. Gorman said he could get proposals from park planning companies for improvement plans for the park.

Webber moved, Halverson seconded to allow Gorman to send out requests for proposals. Fendrick stressed that he wants to make sure we do not displace any current user groups at the park unless we have alternate places for them. Motion carried.

Update and progress on pickleball courts

Owen said there is funds in the proposed 2023 budget to fund the entire replacement of the tennis/pickleball courts, including the school district's share which will be potentially covered with ARPA funds. The school district would reimburse the Village at a later date or provide an in-kind donation at another shared facility. He also said the Village is looking at a potential land acquisition for park space and there is also a non-profit group looking at some recreational land. Both could provide additional pickleball courts.

Linda Fariss and Sandy Strommen from the Mount Horeb Pickleball Group (MOHOP) presented a concept diagram on how they would like to see the courts laid out at Viking Park. They also provided an informational packet on MOHOP Pickleball and recommended a new sign at Viking Park along with a posted address to help locate the courts.

Discuss and consider playground replacement at Grandma Foster Park

Gorman stated that the Commission recommended funding the playground replacement at Foster Park in the 2023 budget but at the Finance and Personnel Committee meeting, members questioned spending the money for a small park that gets little use. Webber agreed and asked if we could combine Foster Park with Grundahl Park if we hire a park planning consultant. Webber moved, Monroe seconded to include Foster Park in the request for proposal for park planning along with Grundahl Park. Motion carried.

Discuss and consider fees for Recreation Department Zoom classes

Dudley stated that the Recreation Dept. started Zoom classes when COVID arrived and has continued to offer them. She has had some non-Village residents question the non-resident fees for online classes. Fendrick feels that there is no difference whether the program is in

person or online as far as fees are concerned because the residents are paying taxes to help support the Recreation Department and non-residents are not. The Commission agreed.

Consider potential park land at Meylor property

Owen reviewed the concept plans from Smithgroup for the Meylor property. The consultant feels this land is suitable for a variety of park uses. Gorman walked the property earlier today and gave his thoughts on the property as it relates to the concept plan. Webber said there may also be an opportunity for frisbee golf. Gorman stated there is a narrow strip of private land that could potentially be used to link the park to the Military Ridge State Trail if the Village is able to acquire it. Webber moved, Monroe seconded to recommend to the Village Board that the Meylor property be considered for park land purchase. Motion carried.

Recreation Director's Report

Dudley reviewed her report.

Public Services Director's Report

Gorman reviewed his report.

Consider items for future agendas

- Parkland acquisition
- Update from school district on potential swimming pool
- Set aside funds in future capital budgets for future park lands

Set next meeting date and time

The next meeting was set for December 13, 2022 at 5:30 pm at the Municipal Building Board Room

Adjourn

Webber moved, Fendrick seconded to adjourn at 7:01 pm.

Minutes prepared by Jeff Gorman, Public Services Director



FRED KOLKMANN TENNIS & SPORT SURFACES, LLC
1921 MAYFAIR RD
GRAFTON, WI 53024
262 - 685 - 7507
Email: courtbuilder@ameritech.net
www.kolkmanncourtbuilder.com



November 4, 2021

Mr. Jeff Gorman
Public Services Director
Village of Mount Horeb
Mount Horeb, WI

Dear Jeff,

In accordance with our meeting on Tuesday, I am pleased to submit the following proposal to perform an evaluation on your tennis courts. This information will be used to develop an athletic facility maintenance management program.

PROJECT DESCRIPTION

This project involves visually examining the surface, fencing, amenities, and landscaping condition of the 4 outdoor tennis courts on Lincoln Street in Mount Horeb, WI.

Scope of Services

The athletic maintenance management program will be developed through field observation, surface condition evaluation, data analysis, cost estimating, and report preparation.

The field portion of the work will consist of visually examining the overall athletic surface of each court, noting the conditions, type and severity of distress. Each site will be measured to determine the area and condition digital photographs will be obtained. Each court will be surveyed on a 10' x 10' grid to check for planarity.

Scope of Work:

We will provide an evaluation of the facility's existing surface which will include:

- Condition of playing surface
- Condition of asphalt or concrete
- Measure all structural cracks (surface or coating cracks not included)
- Estimate amount and severity of low areas
- Condition of control joints

Net Posts, Nets and Fencing Scope of Work:

We will provide an evaluation of the facilities net posts, nets, and fences which will include:

- Measurements on heights, spacing of fence posts, type of posts, fabric, and top, intermediate, and bottom rails or tension wires.
- Measurements between the net posts to verify distance requirements. Height of net posts to verify height requirements.

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- Condition of fence and net post footings
- Gate conditions, size and verification that they meet ADA requirements.
- Condition of net, cable, and center tie downs.
- If possible inventory the type and size of material used along with manufacturer's name.

Landscape Scope of Work:

We will provide an evaluation of the landscaping to determine if it is performing as intended to assure sports surface integrity. Performance of work will be limited to within 10' of court surface.

Final Report:

The field data will then be analyzed in our office and cost estimates will be developed for each type of improvement strategy proposed. The courts will be prioritized in an attempt to prepare a well-balanced twenty-year maintenance budget.

The results of the field evaluation and analysis will then be presented in the final report that include the following information:

- A discussion of the terminology, unit pricing and athletic asset value for the facility. If our observations indicate there are areas needing immediate attention, they will be discussed in this portion of the report.
- A spreadsheet showing the twenty-year budget, which designates each court, when maintenance will be performed, the type of maintenance needed and present year budget allocation. In addition, a 5% contingency fee, engineering design, construction administration and inspection fees are identified. The total of construction costs, professional service fees and the contingency make up the overall annual budget recommendation.
- A color-coded 3D CAD drawing of each court showing the existing slope and drainage.
- Once the data is compiled along with the reports, we will meet with you and explain our findings to you.

CLIENT RESPONSIBILITY

Client shall provide Fred Kolkmann Tennis & Sport Surfaces LLC with the following:

- Any construction drawings and schedule of maintenance work performed to this date.

SCHEDULE

No schedule at this time.

INSURANCE

We will maintain insurance for \$1M Professional, \$1M General Liability and workmen's comp.

FRED KOLKMANN TENNIS & SPORT SURFACES, LLC
1921 MAYFAIR RD
GRAFTON, WI 53024
262 - 685 - 7507

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www.kolkmanncourtbuilder.com

FEES

For the Evaluation services of the tennis courts, we propose to perform the work described herein for a fee of two thousand dollars and no/100 cents (\$2,000.00). in accordance with our Standard Terms and Conditions.

If the services covered by this agreement have not been completed within 12 months of the date of beginning work through no fault of ours, the amounts of compensation, rates and multiples set herein shall be adjusted.

Our terms and conditions apply to this contract and are attached. This proposal is good for 90 days.

This contract shall be governed by the laws of the State of Wisconsin.

An agreement with **Fred Kolkmann Tennis & Sport Surfaces, LLC**, may be initiated by forwarding a purchase order to our attention or signing below.

Sincerely

Fred Kolkmann Tennis & Sport Surfaces, LLC.

Fred Kolkmann

Fred Kolkmann, CTCB
Certified Tennis Court Builder
President



Accepted by:

Jeff Gorman - VILLAGE OF
MOUNT HOREB

Date:

11/24/21

FRED KOLKMANN TENNIS & SPORT SURFACES, LLC
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FRED KOLKMANN TENNIS & SPORT SURFACES, LLC.

Terms and Conditions

1. **Invoicing and payments:** Invoices shall be rendered monthly on all projects. Payment is due within 30 days of invoice unless other terms are specified in the body of the contract. If payments are not received in a timely manner per the payment schedule, Fred Kolkmann Tennis & Sport Surfaces, LLC, reserves the right to file a Mechanics' Lien against the property. Any invoice unpaid after 60 days from the invoice date, may cause Fred Kolkmann Tennis & Sport Surfaces, LLC to withdraw permanently from any and all future activity on the project, and all other projects.
2. **Interest and Unpaid Balance Due:** If any amount is not paid by Client when due, the unpaid balance shall accrue interest at annual effective rate of 18%.
3. **Attorney Fees and Collection Costs:** In the event it becomes necessary for Fred Kolkmann Tennis & Sport Surfaces, LLC, to refer unpaid balances to an attorney or collection agency, then in addition to the amount owed Fred Kolkmann Tennis & Sport Surfaces, LLC will be entitled to recover all reasonable cost of collection and fees incurred.
4. **Document Ownership:** All original calculations, sketches and construction document drawings shall remain the property of Fred Kolkmann Tennis & Sport Surfaces, LLC.

PROPOSAL TO PROVIDE

Park Planning Services for Grundahl Park and Grandma Foster Park



Prepared for:

Village of Mount Horeb, WI
November 21, 2022



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November 21, 2022

Jeff Gorman, Public Services Director
138 E Main Street
Mount Horeb, WI 53572



1702 Pankratz Street
Madison, WI 53704
(608) 242-7779
www.msa-ps.com

Re: Request for Proposal for Park Planning Services for Grundahl Park and Grandma Foster Park

Dear Jeff,

We are excited for the opportunity to provide this proposal to the Village. We love parks and understand the importance great parks play in quality of life in the communities we serve. As outlined in the Village of Mount Horeb's Comprehensive Outdoor Recreation Plan (2022 – 2025), the Village's overarching goals are to ensure sufficient parks, recreation facilities and open space in the future, in addition to the preservation of the Village's natural resources. This project provides a great opportunity to support your goals. Grundahl Park is one of the Village's most active parks, with 12.13 acres of various recreational features, from shelters and restrooms to playground equipment, athletic activities and home to the annual summer frolic. Grandma Foster Park is 0.26 acres containing an open shelter, picnic tables, benches, a water fountain, and playground equipment. Both parks are widely known throughout the community and are great candidates for re-imagining recreational opportunities.

One of the many reasons communities turn to MSA Professional Services, Inc. (MSA) to assist with the development of park master plans is the breadth of our planning and design experience across the Upper Midwest. We offer a team-based approach that sustains excellence and channels the energy and imagination of our clients, staff, public, and all the project stakeholders to create a meaningful and personalized plan. *Here are a few things that set our project team apart from the rest — and why MSA is the right partner for this project.*

We know park and recreational projects. Projects like this are nothing new for us. We specialize in serving municipal and public clients. Our team is comprised of skilled landscape architects, architects, planners, engineers, environmental specialists and funding experts who are committed to the success of your project. Our project team for this effort draws from MSA's Parks and Recreation "Community of Practice" (CoP), a diverse group of professionals from our 17 offices who pursue together a passion for improving public spaces and community recreation amenities. We have the resources to bring unique and innovative design ideas, while providing functional and economically obtainable park designs.

We know master plans. Our team has an extensive portfolio of park master plan projects. In the last five years, we have assisted more than 25 communities across the Upper Midwest and Wisconsin in developing park master plans. We understand the unique challenges and opportunities of locating, planning, developing and funding recreational amenities that improve quality of life. At MSA, we work hard to enable people to improve communities and are dedicated to seeing their visions come to fruition.

We know the Village of Mount Horeb. MSA Landscape Designer Emma Wenman is from the Village of Mount Horeb and will play a key role on our project team. Not only is she excited for this unique opportunity to leverage her local knowledge and parks and recreation passion, but she is also personally invested in preserving the Village's natural resources and amenities. This is a true opportunity for us to deliver on our commitment and purpose of positively impacting the lives of others, the communities we live/work in and area visitors.

It is a pleasure to propose on park planning services for Grundahl Park and Grandma Foster Park. We welcome the opportunity to further discuss your needs and our approach. Please do not hesitate to contact me directly at (608) 216-2059 or dschmitt@msa-ps.com.

Sincerely,
MSA Professional Services, Inc.

A handwritten signature in black ink, appearing to read "Daniel Schmitt".

Daniel Schmitt, PLA, ASLA, CPSI, CPO
Project Manager

A handwritten signature in black ink, appearing to read "Raine Gardner".

Raine Gardner, PE
Parks and Recreation Team Leader | QA/QC



OUR PURPOSE:

ENABLING PEOPLE TO POSITIVELY IMPACT THE LIVES OF OTHERS.
IN EVERY PROJECT. IN EVERY PLAN.

FIRM PROFILE

MSA Professional Services, Inc. (MSA) specializes in the sustainable development of communities. We achieve this by building honest, open relationships that go beyond the project to become a trusted source of expertise and support for immediate challenges and long-term goals. Big or small, we do whatever it takes to meet each need, working to make communities stronger in the process. **It's more than a project. It's a commitment.**

MSA's roots reach back to 1919. Once a rural land survey company, our firm now consists of over 380 engineers, architects, planners, funding experts, surveyors, GIS experts and environmental scientists. MSA excels at helping clients identify grant and funding sources and then delivering high-quality, cost-effective solutions.

WE'RE PROUD TO BE 100%
EMPLOYEE-OWNED

380+
TEAM MEMBERS



17
OFFICE
LOCATIONS



ENABLING PEOPLE TO **POSITIVELY IMPACT**
THE LIVES OF OTHERS SINCE 1919

33

INDUSTRY AWARDS
EARNED SINCE 2017



\$500+ MILLION
GRANTS & LOW-INTEREST LOANS
We've helped our clients
secure to help offset the cost
of infrastructure projects

CLIENT EXPERIENCE

As part of our ongoing quality assurance program, we periodically request feedback from clients and project stakeholders to create better project outcomes for you.

These easy-to-complete surveys offer you the opportunity to comment on several areas of our performance throughout the duration of your project, which in turn helps us adapt our processes to your unique needs. Your feedback is specific to your project, and is returned directly to the people working with you. We pledge to respond to any issues you identify as the project proceeds.

To the right, you'll find the percentage of clients who say MSA met or exceeded their expectations based on the following categories.

98%
ACCURACY



96%
HELPLESSNESS



98%
RESPONSIVENESS



98%
SCHEDULE



99%
QUALITY



97%
SCOPE & FEES





AREAS OF EXPERTISE

PLANNING & LANDSCAPE ARCHITECTURE

MSA has specialists in all areas of community planning, urban design and economic development. Our award-winning planners work to understand the challenges our clients face and help them develop sustainable, implementable plans to provide guidance in overcoming those hurdles.

- Comprehensive Planning
- Neighborhood and Corridor Planning
- Park and Recreation Planning
- Downtown Revitalization
- Housing
- Economic Development
- Capital Improvement and Strategic Planning
- Public Administration
- Urban Design
- Transportation Planning

ENGINEERING

We know the key to strong communities is the happiness of their residents and the health of their economies. MSA focuses on working alongside public and private clients to achieve both these ends by designing and constructing projects that solve age-old problems and encourage new development.

- Street and Utility Design and Reconstruction
- Potable Water Supply, Treatment and Distribution
- Wastewater Collection and Treatment Systems
- Stormwater Management
- Park and Recreational Space Design
- Site and Land Development Civil Design
- Airport Planning and Design
- Agricultural Engineering
- Bridge Design and Construction
- Traffic Planning and Engineering
- Real Estate Acquisition

ARCHITECTURE

From intricate historical restorative projects to high-rise programming and design, our team of architects aspires to design buildings that enrich the lives of our clients and enhance their futures.

- Architectural Design
- Mechanical, Electrical and Plumbing Design
- Building Planning and Feasibility Studies
- Park, Recreation and Aquatic Facility Design
- Programming and Space Planning

- Site/Building Evaluation
- LEED® and Sustainable Design

SURVEYING

MSA's surveyors have the resources and expertise to efficiently and accurately complete fieldwork and to provide high-quality survey documents.

- Land Surveys (Boundary Location or Establishment)
- Subdivision Surveys
- Topographical Surveys for Development Projects
- Redevelopment/Streetscape Surveys
- Infrastructure/Facility Design Surveys
- Utility Surveys
- Flood Elevation Surveys
- Construction Staking
- Control Surveys for Environmental Assessments
- ALTA/NSPS Land Title Surveys
- Mobile and Web-Based GIS Development

FUNDING

Our funding experts excel at coordinating grant and loan applications, and fulfilling the requirements of various agencies to help our clients turn project ideas to reality.

- Tax Increment Financing (TIF)
- Grant Writing
- Grant Administration
- Project Financing
- Stormwater Utility Studies and Creation

ENVIRONMENTAL SERVICES

MSA's environmental scientists and technicians help communities identify and clean up contamination. We understand regulatory requirements and have built critical relationships with regulatory agencies.

- Phase I and II Environmental Site Assessments
- Wetland Design, Delineation, Restoration and Permitting
- Brownfield Site Development
- Asbestos, Lead and Mold Inspection/Remediation
- Spill Investigation and Remediation
- Solid and Hazardous Waste Management
- Permitting and Planning
- NPDES Compliance, Adaptive Management Plans, and Nutrient Trading



Parks and Recreation CoP

MSA has internally developed our own Community of Practice (CoP) focused solely on Parks and Recreation. This community strives to broaden knowledge sharing across the company and develop standards and technical information to raise the bar on project design and assure clients benefit from the collaborative expertise of all. Each of the MSA professionals listed in this proposal are members of this CoP and communicate daily about project design and innovation, with Project Manager Dan Schmitt serving as the CoP's Chair.

How We Help

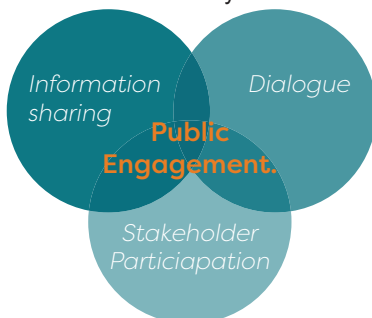
- ADA Audits for Park and Recreational Facilities
- Aerial Solutions (Mapping, Modeling, Marketing, Surveying, etc.)
- Aquatic Facilities (Indoor and Outdoor) and Splash Pads
- Architectural Design (Shelters, Restrooms, etc.)
- Asset Management
- Athletic Facilities (Indoor and Outdoor)
- Campground Development and Infrastructure Design
- Community/Recreational Centers
- Comprehensive Park and Recreation Plans (Municipal, County, Regional)
- Conceptual Site Plans, 3D Renderings and Virtual Reality
- Educational Programming
- Funding
- Infrastructure Survey and Design (Parking, Stormwater, Sewer, Water, etc.)
- Landscape Design
- Lighting Design
- Multimedia (360° Video, Esri Story Maps, etc.)
- Park and Recreational Grant and Funding Administration
- Park Planning and Design
- Playground Safety Audits
- Public Engagement (Public Input, Opinion Surveys, Visioning, etc.)
- Recreational Trails, Bridges and Boardwalks
- Skate Parks
- Tree Inventories and Assessments
- Waterfront Improvements (Boat Launches, Piers, Riverwalks, etc.)
- Wayfinding (Interpretive Signage, Interactive Kiosks, etc.)

PUBLIC ENGAGEMENT

At MSA, we believe that when planning a public project, it must be done with the public's advice and input. Decisions made by local governments affect the future of all those who live and work in the community. We are committed to helping governments and organizations understand the diverse needs and concerns of the public, non-profit organizations, business interests and local governments. Aside from community support, this process also lends itself to ensuring the final project reflects the community's ethos and vision for its future.

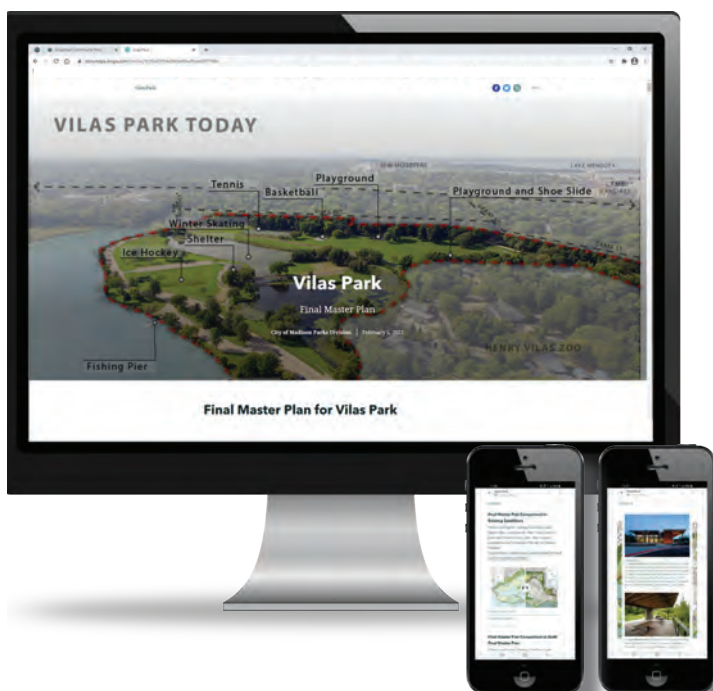
AN INTEGRATED SOLUTION

We specialize in working alongside our clients and selecting the best available methods to hear the voices of many citizens through the process. The type and combinations of methods selected will ensure a balance of informing, consulting, involving, collaborating and empowering the public. Therefore, engagement can and should be accomplished by tapping into a variety of sources, including community and non-profit organizations, public officials, youth, individuals with disabilities, mature citizens and those that have been traditionally underserved. Listed below are a few techniques we use to strengthen public involvement for your community.



- Neighborhood advisory committees
- Open houses
- StoryMap
- POLCO experience experts
- Pop-up booths at community events
- Community surveys
- Media relations
- Project websites
- Project newsletters/direct mailers
- Neighborhood office hours
- Stakeholder interviews/focus groups
- Interactive community mapping tools
- Door hangers/leave behinds
- Translation of materials into other languages

ENGAGING THE COMMUNITY



StoryMaps

One of the ways our teams engage the community is through the use of Esri ArcGIS StoryMaps. Click the link below to view the Final Master Plan StoryMap for Vilas Park.



ArcGIS StoryMaps



[Vilas Park StoryMap](#)

CONSENSUS BUILDING | COMMUNITY RELATIONS | STAKEHOLDER ENGAGEMENT

Our ability to create and implement effective, comprehensive public participation plans is one of the many reasons communities turn to MSA for their public engagement needs.

FUNDING SERVICES

We turn every stone in order to find both public and private sources to help you fund your project. We know the ins and outs of a wide variety of programs to help you maximize funding sources, manage timelines, and take care of the details to satisfy the fund requirements. With MSA's support, you can complete the projects you must, and deliver more of the projects you want, all while getting closer to the balanced, sustainable community you've always envisioned.



TRUST US, WE'RE EXPERTS.

Our team partners with you, championing your project vision, advising on what types of projects can be funded, and helping with feasibility studies to analyze your project's potential.

Funding Services

Your community's resource for funding services is MSA. We provide full-service grant writing, grant administration, and public and private funding options. We've been on the community's side of funding projects and understand the complexities of project funding. Our long-standing relationships with agencies allows us to position your projects to be more successful.

Maximizing Funds

MSA helps your community explore funding options that go beyond traditional public sources. Our dedicated funding specialists bring to the table a broad knowledge base of public funding sources, and are resourceful when it comes to identifying private, non-profit and other sources of funding. Financing methods and programs such as tax incremental financing (TIF), business districts, and local, state and federal grants and loans **can be packaged** with community resources to complete the must-do projects as well as create or enhance parks, recreational facilities, libraries and other projects that improve the fabric of your community. We help you strategize by combining our knowledge of a variety of funding sources with our expertise in bundling them together to help keep your costs low.

"The biggest asset MSA offers communities is their knowledge of available funding and their ability to acquire outside funding for projects. The City of Abbotsford has received \$1,000,000 from CDBG grants in five years."

- City Clerk, City of Abbotsford



Daniel Schmitt, PLA, ASLA, CPSI, CPO

PROJECT MANAGER

Dan is a professional landscape architect and plays a key role in each of our recreation-based projects. His experience with on-site construction management provides a valuable understanding of construction detailing and construction workflow including permitting and local code and zoning requirements. His academic focus was to design enriching outdoor spaces for children and he enjoys working on playground projects and exploring techniques for implementing Natural Play. His experiences provide a comprehensive knowledge of site inventory, concept development, landscape plans, planting design and construction details. Dan is currently serving as chair of MSA's Parks and Recreation Community of Practice, a mechanism whereby professionals practicing the same discipline gather to share knowledge and best practices, ensuring our clients benefit from the collective expertise of our entire firm.

SELECTED PROJECT EXPERTISE

Vilas Park Master Plan, Madison, WI

Conducted an in-depth tree survey collecting data for over 700 canopy trees in the park and referencing them into a GIS database identifying the species and photographing their current state.

Carson Park Master Plan, Eau Claire, WI

Landscape architect for master planning services for Carson Park as a framework for improvements to update the facility over the next 20 years. Renovated or replacement shelters, added trail systems and innovative stormwater management are the highlights of future park improvements.

Fireman's Park Master Plan, Verona, WI

Landscape architect for master planning services to find a mix of amenities including an enhanced swimming beach, a splash pad, playground, basketball facility, pavilion/concession, soccer fields, and multi-use trail connections. MSA then led the project implementation from preliminary design through design, construction documents, and construction administration for park improvements.

Additional Experience:

- Birch Lake Park and Memorial Park Master Plans and Comprehensive Outdoor Recreation Plan Update, Barneveld, WI
- Mandt Park, Stoughton, WI
- Prairie Athletic Fields, Sun Prairie, WI
- San Damiano Community Vision and Master Plan, Monona, WI
- Bakken Park, Cottage Grove, WI
- Park Master Plan, Germantown, WI
- Riverfront Park, Wisconsin Rapids, WI
- Lowe Park, Marion, IA
- Erb Park and Swimming Pool, Appleton, WI
- Gramercy Park Master Plan, East Dubuque, IL
- Centennial Park Master Plan, Hartford, WI
- Indianhead and Field Park Master Plan, Mukwonago, WI
- Russell Park Shoreline Master Plan, Clark County, WI
- Liberty Park Shelter and Restroom, Sun Prairie, WI

EDUCATION

M.A., Landscape Architecture,
University of Wisconsin-
Madison

B.S., Landscape Architecture,
University of Wisconsin-
Madison

CERTIFICATIONS

Professional Landscape
Architect, MN, WI, IL

Certified Playground Safety
Instructor (CPSI)

American Society of Landscape
Architects (ASLA)

Certified Pool & Spa Operator
(CPO)

AREAS OF EXPERTISE

- Splash Pad Design
- Accessibility (ADA)
- Planting Design
- Open Space Design
- Public Participation and Citizen Engagement
- Construction Management



Emma Wenman, ASLA
LANDSCAPE DESIGNER

From site-specific design to master planning, Emma has a wide interest in landscape architecture. At MSA, she continues to build her experience developing project inventory and analyses, conceptual designs, landscape planting plans, and master planning documents.

Education

B.A., Landscape Architecture, University of Wisconsin-Madison

Selected Project Experience

- Birch Lake Park and Memorial Park Master Plans and Comprehensive Outdoor Recreation Plan Update, Barneveld, WI
- Crawford Park Master Plan, Caledonia, WI
- 51 West Development Parks Master Plan, Stoughton, WI
- Oak Street Overlook, Baraboo, WI
- Park Master Plans, Ripon, WI
- Senior Capstone: Downtown Redevelopment Plan, Campbellsport, WI*
- Rice Lake Master Plan, Rice Lake, WI*
- Wisconsin Historical Society Downtown Development, Madison, WI*
- Neighborhood House Community Center Rain Garden, Madison, WI*

The Village of Mount Horeb is Emma's hometown. Not only is she excited for this unique opportunity to leverage her local knowledge and parks and recreation passion, but she is thrilled for an opportunity to work in parks she explored and visited herself as a kid. Emma's lasting connections to people and places in Mount Horeb will pair well with her interest to preserve and enhance the Village's park and recreation system for generations to come.



Raine Gardner, PE
PARKS AND RECREATION
TEAM LEADER | QA/QC

As our Parks and Recreation Practice Leader, Raine leads a team of landscape architects, waterfront development specialists and project engineers. She has worked on a variety of projects including recreational parks and trail projects, waterfront development/access, river corridor planning, stormwater, water main, and sanitary sewer design, roadway reconstruction, lake dredging, and streetscaping plans. In addition to project planning and design, Raine has aided in construction management, right-of-way and easement acquisition, project permitting, wetland mitigation work, and GIS mapping. She helps clients apply for local, state, and federal funding grants and assistance. Clients also rely on Raine for project planning/concepts and estimating assistance, project considerations to lower maintenance and operational costs, zoning administration and guidance.

Education

M.S., Civil Engineering, University of Wisconsin-Madison
B.S., Civil Engineering, Michigan Technological University

Registration

Professional Engineer, WI, MI, IA, MN, OH

Selected Project Experience

- Vilas Park Master Plan, Madison, WI
- Carson Park Master Plan, Eau Claire, WI
- Fireman's Park, Verona, WI
- Birch Lake Park and Memorial Park Master Plans and Comprehensive Outdoor Recreation Plan Update, Barneveld, WI
- San Damiano Community Vision and Master Plan, Monona, WI
- Thomas G. Rowe Park Master Plan, Onalaska, WI
- Swan Park Master Plan and Splash Pad, Beaver Dam, WI
- West Side Master Plan & CORP, Marathon County, WI
- Park Master Plan and Splash Park at Mead Field, Wisconsin Rapids, WI
- Bakken Park Master Plan, Cottage Grove, WI
- Ellen Kort Peace Park Master Plan, Appleton, WI
- Town Park Master Plan, Germantown, WI
- Village Forest Park Master Plan, West Baraboo, WI
- Recreation Complex, Wisconsin Rapids, WI
- Riverside Park, Mauston, WI
- Riverfront Park, Sauk City, WI

*Denotes experience prior to MSA.



Carter Arndt, AIA
SENIOR PROJECT ARCHITECT

Carter has diversified experience in parks and recreation facilities consisting of new construction, additions, and remodeling. Carter's background has been in the architectural design of buildings and spaces, code and feasibility studies, cost estimates, organization, detailing and production of working drawings, consultant coordination, shop drawing review, and color selections. Since the onset of ADA, Carter has performed many of the firm's ADA surveys and has generated the survey reports.

Education

B.A., Architecture, Iowa State University

Registration

Registered Architect, WI, IA, IL

Selected Project Experience

- Fireman's Park Improvements, Verona, WI
- Bakken Park and Splash Pad, Cottage Grove, WI
- Riverfront Park and Splash Pad, Sauk Friends of Mirror Lake, WI
- Recreation Complex, Wisconsin Rapids, WI
- Vernon County Master Facility Plan, Viroqua, WI
- Canal Park Restroom, Duluth, MN
- Central Park Restroom Pavilion, Madison, WI
- Holmen Halfway Creek Park Phase III, Holmen, WI
- Erb Park and Pool Revitalization, Appleton, WI
- Lisa Link Peace Park Visitor Center, Madison, WI
- Theiler Park, Mayville, WI
- Council Grounds Toilet Shower Building, Lincoln County, WI
- WDNR Devil's Lake Quartzite and Northern Lights Toilet Shower Buildings, Baraboo, WI
- Wild Goose Trail Restroom, Warming House/Shelter, Juneau, WI
- South Park Improvements, Waupaca, WI
- Lowe Park South End Improvements, Marion, IA
- Blackhawk Campground 2020 Toilet/Shower/Laundry Building, Milton, WI
- Community Park Restroom and Concession Stand, Belleville, WI
- Aquatic Center at Witter Field, Wisconsin Rapids, WI
- Lodi Municipal Swimming Pool, Lodi, WI
- Splash Park at Mead Field, Wisconsin Rapids, WI

Ability to Complete Projects in a Timely Manner

MSA has a broad array of personnel well suited to the specific needs of the Village's project. Specifically, our project team for this effort draws from MSA's Parks and Recreation Community of Practice, a diverse group of professionals from our 17 offices who together pursue a passion for improving public spaces and community recreation amenities. We can bring the necessary resources to complete a project this size in a timely fashion. In addition to personnel, MSA is committed to making the latest technology available to our employees. All MSA offices are connected via a high-speed wide-area network (WAN) that allows easy and rapid sharing of electronic data from one office to another.

Completing projects on time and within budget requires more than just technology. Our parks and recreation experience is our best tool when budgeting, planning, and designing new projects. MSA submits this proposal with the commitment that our staff and equipment will be available to accomplish the work in sequence and according to established timetables. Our team has the capacity to handle this project and to provide excellent service. MSA has a strong record of providing innovative and effective solutions for our clients. For each project, we select a team that has worked on similar-sized projects, and has the expertise to explore all viable alternatives.

Ability to Work with Fluctuating Needs

MSA's success as a consultant depends upon our ability to meet the fluctuating needs of our clients. A community's need for planning and design services can vary greatly from year to year. More than 60 years of experience in the consulting industry has allowed MSA to develop strategies for distributing workloads across time and distance in order to efficiently meet challenges in the time frames allowed. Employees work flexible hours and workloads can be shared across teams so that projects are completed in an efficient manner as needs arise. Creating a unique project team for each project allows us to manage our resources so that we have the right staff available at the right time.

MSA has a strong management team dedicated to balancing workloads. They have developed procedures of annual projections, monthly reviews and weekly "huddles" that make certain workloads are regulated and projects stay on schedule. Actual project progress and staff workloads can be compared to planned deadlines on a weekly basis using project management and scheduling software. This allows us to allocate personnel and resources efficiently in response to fluctuating client needs.

PARKS AND RECREATION MASTER PLANS

How residents perceive the quality of life within their community can be attributed to the quality of parks and recreational facilities available to them. As new recreational opportunities emerge, and the population and age of Americans continues to diversify, the demand for both traditional and non-traditional recreational facilities surges. In addition, recreational-based tourism continues to proliferate as an important component of local and state economies.

In short, whether fueled by a love of the great outdoors or determination to choose a healthier lifestyle, more Americans are utilizing a wider variety of park and recreational resources. MSA has helped numerous clients meet this growing demand through the planning, development and revitalization of recreational amenities, including parks, waterfront developments, marinas, aquatic facilities, multi-use paths and athletic facilities. Our park master plan experience includes the following projects.

PARK MASTER PLANNING EXPERIENCE

- Carson Park Master Plan, Eau Claire, WI
- Birch Lake Park and Memorial Park Master Plans, Bameveld, WI
- 22-Acre Park Master Plan, Cottage Grove, WI
- Village Forest Park, West Baraboo, WI
- Park Master Plan, Germantown, WI
- Racetrack Park Master Plan, Stoughton, WI
- Mandt Park Master Plan, Stoughton, WI
- Vilas Park Master Plan, Madison, WI
- Erb Park, Appleton, WI
- Riverfront Park, Wisc. Rapids, WI
- Wisconsin Rapids Aquatic Center, Wisc. Rapids, WI
- Webb Park, Reedsburg, WI
- Baraboo River Corridor Water Trail Planning Project, (Reedsburg, Wonewoc, Hillsborough, Union Center, LaValle, Hillsboro, Rock Springs, Elroy, WI)
- Kautzer Park Master Plan Update, Nekoosa, WI
- Swan Park Master Plan, Beaver Dam, WI
- Rowe Park Master Plan, Onalaska, WI
- Gramercy Park Master Plan, East Dubuque, IL
- Fireman's Park Master Plan Update, Verona, WI
- Mitchell Park Master Plan, Guthrie Center, IA
- Park Master Plan and CORP, North Freedom, WI
- Lowe Park, Marion, IA
- Memorial Park Master Plan, Lexington, MN
- Park Master Plan, Annawan, IL
- Ellen Kort Peace Park Master Plan, Appleton, WI
- Park Master Plans, Ripon, WI
- Memorial Park Master Plan, Waverly, IA
- Zingg Park Master Plan, Verona, WI
- Alonzo Park Master Plan, Hortonville, WI
- 51 West Park Master Plans, Stoughton, WI
- Crawford Park Master Plan, Caledonia, WI
- Robinson Park Master Plan, Pine City, MN
- Municipal Zoo Master Plan, Wisconsin Rapids, WI
- Lincoln Park Zoo Master Plan, Manitowoc, WI



- LEGEND**
- 25.83 Ac. Maintained Open Space
 - 13.43 Ac. Natural Areas/Woodlands
 - 6.63 Ac. Wetlands Landscape
 - 4.88 Ac. Open Water
 - Existing Trees
 - Potential Trees
 - Boardwalk
 - Bike Parking
 - Picnic Tables
 - Groomed Ice Skating
 - Old Woman in a Shoe



KEY TEAM MEMBERS

Dan Schmitt
Raine Gardner



VILAS PARK MASTER PLAN

MADISON, WI

Vilas Park is a jewel of the Madison Parks System. Originally designed in 1904, the park is loved for its Lake Wingra waterfront, year-round sporting amenities, and the Henry Vilas Zoo.

Vilas Park is one of Madison's oldest and well-loved parks. When William and Anna Vilas bequeathed the land to the City of Madison in 1906 "for the uses and purposes of a public park and pleasure ground," they gave the residents of the City a public open space that has well served countless users for over one hundred years.

MSA embarked upon the master planning process in 2019 — a multi-phased effort that included a site inventory and space analysis, robust public engagement program and creation of conceptual designs to guide future park improvements.

First, the team had a lot to learn about the 55-acre historic waterfront property. Curving along the shoreline of Lake Wingra and encircling an internal lagoon, the MSA team reviewed existing site topography, views and vistas, drainage patterns, shoreline conditions, soil suitability, wetland and floodplain statistics and lagoon probing in order to create a hydrological map and recommendation for the park's lagoon system. An in-depth tree survey was conducted collecting data for over 700 canopy trees in the park and referencing them into a GIS database identifying the species and photographing their current state.

Internal transportation and traffic flow was a topic of great importance in the creation of the master plan. Vilas Park sees a large number of visitors in every season, so it was important to address traffic circulation and efficient, safe movement throughout. The MSA team conducted reviews of intersection operations and traffic volume at critical park entry and exit points, utilizing Miovision to track traffic patterns and prepare a traffic impact analysis to assess how park upgrades might affect flow.

Key to a successful community park is how welcoming and accessible it is to pedestrian, bicycle and multi-modal use. Vilas Park and the Henry Vilas Zoo are regional destinations. The project team reviewed all existing pedestrian and bicycle facilities within the park, and within connector trails to the park. This included an audit of ADA compliance of all ramps, crosswalks, paths and sidewalks in the vicinity.

The ArcGIS StoryMap used to facilitate public engagement can be viewed at: <https://arcg.is/1L5uSf0>

REFERENCE INFORMATION

Kate Kane, Project Manager
City of Madison - Parks Division
City-County Building, Room 104
210 MLK Jr. Blvd., Madison, WI 53703
(608) 261-9671
kkane@cityofmadison.com

"Wow, I got a lot out of that meeting. I love the chat, how they would ask questions and other attendees would answer. And they would agree and disagree with each other. And we heard from people I bet we would never hear from "the old face to face" way. Great planning leads to a great meeting."

- Ann Freiwald, Parks Planning and Design Manager



REFERENCE INFORMATION

Steve Plaza, Parks, Forestry & Cemetery
Manager
203 South Farwell Street
Eau Claire, WI 54701
(715) 839-4934
Steve.Plaza@EauClaireWi.Gov



KEY TEAM MEMBERS

*Dan Schmitt
Raine Gardner*

CARSON PARK MASTER PLAN

EAU CLAIRE, WI

The Master Plan for Carson Park received input from more than 2,000 City residents and serves as a living guide for the future and preservation of this beloved 106-year-old community centerpiece.

Carson Park is approximately 134 acres surrounded by Half Moon Lake on three sides. The lake forms a peninsula that creates the park. The park was named in honor of Williams E. Carson, one of the wealthiest lumbermen in the Chippewa Valley. Carson's heirs donated the land to the City of Eau Claire posthumously in their father's name in 1914. Remnants of the history of logging and the lumber industry remain today, visible with the prominent stands of pine trees throughout the park.

There are several unique facilities in the park that were built during the Works Progress Administration (WPA) in the 1930s. The baseball and football stadiums and the tennis courts' construction started in 1935. Several baseball players who went on to have notable careers debuted at Carson Park Baseball Stadium. Among those players were Hank Aaron, Billy Burton, Wes Covington, Joe Torre, Bob Uecker and Andy Pafko. Hank Aaron, the most recognized player, was honored in 1994 with a statue and plaza at the stadium.

MSA teamed with Rettler Corporation to prepare a master plan for Carson Park as a framework for improvements to update the facility over the next 20 years. Renovated or replacement shelters, added trail systems and innovative stormwater management are the highlights of future park improvements. The reorganization of the fields and courts around the historic Carson Park Baseball Stadium will create a more flexible and sustainable sports complex for area schools and professional sports organizations' use.

The master plan can be viewed at: https://issuu.com/msaprofessionalservices/docs/carson_park_mp_report



"MSA and Dan Williams have been extremely helpful and knowledgeable navigating all the user groups through the planning process. The staff at MSA coordinated all the meetings with the user groups and listened to their views... they even took calls from individuals who felt they needed to be heard a little more."

- Steve Plaza, City Parks, Forestry & Cemetery Manager



KEY TEAM MEMBERS

*Dan Schmitt
Raine Gardner
Carter Arndt*



FIREMAN'S PARK

VERONA, WI

Low impact, low maintenance, low risk. High reward and enjoyment. Those ideals make Fireman's Park truly a park for all people.

Reclaiming the reclaimed. It may not be uncommon for a former industrial site such as a rock quarry to be repurposed for community green space. But to be repurposed and revitalized a second time is something special. The City of Verona recognized their opportunity to create a true community centerpiece with the second revitalization of Fireman's Park on the shores of Quarry Lake.

The City partnered with MSA to create a master plan for Fireman's Park and to present solutions to all the aforementioned issues — and then some — with the goal of creating a flagship community park to serve as a model for safe, inclusive, sustainable design. Now, more than ever, individuals and families are looking to a community's park, recreation and outdoor spaces when making decisions about where to visit, vacation or relocate. Those communities who are successful have elected to make these assets as visible, accessible and interactive as possible.

Fireman's Park retains its connection to the old community swimming hole and waterslide of Quarry Lake, but with new site grading, welcoming terraces, a sunbathing deck and umbrellas poised along the beach to provide shade to visitors and their picnics on hot summer days. Concrete steps lead up a stamped architectural concrete retaining wall to a circular, elevated splash pad and zero-depth aquatic play area, both of which can be reached by an arching ADA-accessible ramp.

The splash pad design itself is cheery, with swirls of sky blue and spring green concrete underfoot, complemented by matching blue and green leaf-shaped shade canopies above. Designed to be circular in nature and to encourage open vantage points and views of other play areas within the park, the splash pad is accented with nature-based water features depicting cat tails, flowers, fish, plant life and butterflies in an array of vivid primary colors. At the center is a gigantic, orange and white water pinwheel that dumps a cascade of water onto both eagerly awaiting and unsuspecting kids and adults beneath.

Adjoining to the splash pad is another circular area where visitors will find a "dancing water" journey area for younger children, or those looking for a quieter play experience. Here, children are encouraged to be curious and interact with the water features from beneath two giant blue shade canopies. Benches invite parents to watch, relax or play along.

See the renderings in action at: <https://vimeo.com/281818375>

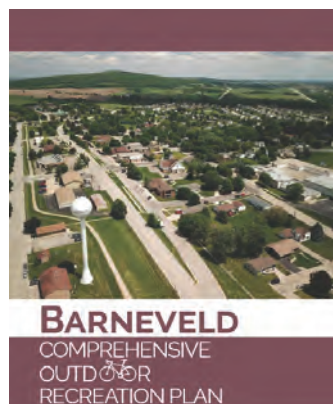
REFERENCE INFORMATION

Casey Dudley, Recreation Director
410 Investment Court
Verona, WI 53593
(608) 848-6815
casey.dudley@ci.verona.wi.us

Memorial Park Master Plan



Birch Lake Park



KEY TEAM MEMBERS

Dan Schmitt
Carter Arndt
Raine Gardner
Emma Wenman

BIRCH LAKE PARK AND MEMORIAL PARK MASTER PLANS AND COMPREHENSIVE OUTDOOR RECREATION PLAN UPDATE

BARNEVELD, WI

MSA assisted Barneveld in preparing a Wisconsin DNR Stewardship Grant Application for the improvements at Memorial Park and securing approximately \$636,190 for implementation.

MSA assisted the Village of Barneveld with the creation of two master plans, one for Birch Lake Park and one for Memorial Park. The project included site inventory, analysis and evaluation of both properties, conceptual design work for developing master plans, and planning level cost estimates. In 2022, MSA assisted Barneveld in preparing a Wisconsin DNR Stewardship Grant Application for the improvements recommended in the Memorial Park Master Plan, and the Village was awarded approximately \$636,190 for implementation which will begin in 2023.

Concurrently, MSA updated the Village's Comprehensive Outdoor Recreation Plan. This plan guides the continual improvement of the Village's park, recreation and trail systems to maintain its eligibility for state and federal park and recreation grants. The plan envisions a connected system of parks, open spaces, and trails throughout Barneveld related to the Village's natural resources, geography and neighborhoods. To solicit comments and ideas from residents for desired improvements within the Birch Lake property, Memorial Park, and the park system as a whole, MSA conducted an online public survey and held a public input meeting.

The Comprehensive Outdoor Recreation Plan can be viewed at: https://issuu.com/msaprofessionalservices/docs/barneveld_comprehensive_outdoor_recreation_plan



REFERENCE INFORMATION

Mike Peterson, Trustee
403 County ID
Barneveld, WI 53507
(608) 341-7314
mpeterson@mhtc.net



PROJECT UNDERSTANDING

The Village of Mount Horeb is requesting design services for the purpose of developing master plans for Grundahl and Grandma Foster Parks.

Grundahl Park is classified as a Community Park. Originally developed in the 1980s, with funding from the Summer Frolic Festival, the existing amenities are in need of repair or replacement. The park's ball field is still heavily utilized and the recreation department programs put the park's open space to good use. Additionally, the site hosts the Summer Frolic annually and will continually need to provide amenities and open space for this event.

There are two existing shelters. The open, octagonal shelter located near the playground can accommodate up to 200 people. There is also an enclosed, heated shelter and restroom building that can accommodate up to 50 people.

Improvements or reorientation of these shelters will be considered to better accommodate events surrounding the Frolic and summer concerts as desired.

Grandma Foster park is a small neighborhood park (pocket park) with a playground, shelter with picnic tables and a water fountain. As it sits along Main Street, this park's proximity to the downtown core could prove to be an asset to downtown placemaking.

Opportunities to better utilize the space, including replacing the playground with another amenity, would be considered during planning.

Existing conditions for both parks are illustrated on the following pages.

GRUNDAHL PARK EXISTING CONDITIONS



LEGEND

 Park Boundary



SCALE



1 Baseball Field

4 Shelter + Restroom

7 Open-Air Shelter

2 Announcer Building

5 Playground

8 Performance Stage

3 Parking

6 Basketball Court

9 Open Space *(summer frolic and recreational use)*

GRANDMA FOSTER PARK EXISTING CONDITIONS



LEGEND

— Park Boundary



SCALE



① Open-Air Park Shelter

④ Memorial Rock

② Play Equipment

⑤ Memorial Tree

③ Park Sign

⑥ Drinking Fountain

PROJECT APPROACH

PHASE I - INVENTORY AND ANALYSIS

Task 1.1 – Kick-Off and Site Visit

MSA will conduct a kick-off meeting with the Village to verify the project scope, schedule and deliverables. Prior to the meeting, we will conduct an onsite visit collecting photographic inventory of existing conditions to use during the kick-off discussion. A site tour with Village staff would be part of the planned kickoff meeting (weather permitting).

Task 1.2 – Review and Analyze Existing Information

We will review past reports, maps, or other documents the Village currently holds for the existing parks. The pertinent information gathered is supplemental to the analysis of existing conditions, including documentation of utilities on, or extending through the park sites, surrounding land uses, development progress and stormwater management.

Task 1.3 – Site Analysis

MSA will prepare a site analysis diagram illustrating the existing conditions, utilities, opportunities and constraints of the parks. We will provide a scaled plan of each site that will be included in the final master plan memo.

Task 1.4 – Focus Group Meetings

MSA will focus group interviews to solicit stakeholder desires for the parks. These meetings can be in-person or virtual to suit the needs of the stakeholders. The expected stakeholders include:

- a. Summer Frolic Committee
- b. Village staff and administration
- c. Youth sport clubs (baseball/Softball)

(These meetings would be scheduled on the same day.)

MSA will meet with staff and the Parks, Recreation, and Forestry Committee to present a summary of the discussions and identify preferred programming for initial concept development.

Meetings

- Kick-off meeting
- Up to five (5) focus group interviews (scheduled on same day)
- Parks, Recreation, and Forestry Committee

PHASE II - CONCEPT DEVELOPMENT

Task 2.1 – Develop Concept Plans

MSA will develop two (2) concept plans for each park based on initial stakeholder input and Village staff recommendations.

StoryMap. MSA will develop a StoryMap to accompany the concepts to allow the community to follow along with the planning process. This page will be updated following reviews and approval of content by Village staff.

Task 2.2 – Concept Presentation

We will present the concept plans to staff for review and comment. This meeting could be virtual or in-person at the discretion of the Village.

Task 2.3 – Concept Refinement and Prepare Draft Master Plans

MSA will coalesce staff and stakeholders feedback into a draft master plan for each park, combining elements of the concepts and any additional recommendations. The draft plans will be accompanied by character images showing representative types of park amenities to assist in the planning discussion. We will also prepare preliminary cost estimates for each park.

MSA will conduct an internal quality review to assure accuracy of plans and preliminary cost estimates. The draft plans will be provided to Village staff for comment.

Meetings

- Staff meeting
- Stakeholder meeting

PHASE III - FINAL MASTER PLAN

Task 3.1 – Draft Master Plan Revisions

MSA will refine the draft master plans based on input received at the staff comments.

Task 3.2 – Draft Opinion of Probable Cost of Construction (OPCC)

We will develop a cost for improvements from the preferred



concept plan elements. Initial project construction phasing may be considered based on staff feedback.

Task 3.3 – Staff and Parks, Recreation, and Forestry Committee Presentation

The master plans will be presented at a regular meeting of the Parks, Recreation and Forestry Committee. We will modify the master plans based on feedback from staff and the committee.

Task 3.4 – Community Engagement

MSA will work with the Village to conduct a public open house to solicit public comment on the final master plans. This meeting can be held as a stand-alone event or be combined with a scheduled Village event as a pop-up meeting – this format tends to yield broader input as community members don't have to schedule around a separate event. This meeting will be followed by an online survey for additional community input for those who are not able to attend in person.

Task 3.5 – Final Master Plans

We will modify the master plans based on feedback from staff, the Parks, Recreation and Forestry Committee and public comment. The final master plan will also include description of possible funding sources applicable to the proposed projects. MSA will conduct a final internal quality review to assure accuracy of plans and cost estimates

Task 3.6 – Presentation of Final Master Plans

Finally, we will present the final master plans to the Village board for adoption.

Meetings

- Stakeholder meeting
- Draft master plan meeting with Staff and Parks, Recreation, and Forestry Committee
- Community Meeting (Open-House or Pop-Up)
- Village board presentation

VILLAGE TO PROVIDE

- Existing site documentation – including plats, utility plans, zoning and easements
- Available GIS data
- Online survey distribution

SERVICES NOT INCLUDED

- Site topographic survey
- Grant writing or administration

ADDITIONAL SERVICES

- Separate Grandma Foster and Grundahl Park Public Engagement Process and Meetings
 - **ADD \$2,400**
- Additional Public Engagement Meeting
 - **ADD \$1,500**
- 3D Rendering
 - **ADD \$1,200 each image**
- Full Report Document (PDF) to accompany Master Plans
 - **ADD \$4,000**



PROPOSED SCHEDULE

This schedule is flexible based on the needs of the Village and potential desire to pursue funding opportunities.

PHASE & TASK	DATE
PHASE I - INVENTORY AND ANALYSIS	
Task 1.1 Kick-Off and Site Visit	January 2023
Task 1.2 Review and Analyze Existing Information	January 2023
Task 1.3 Site Analysis	January 2023
Task 1.4 Focus Group Meetings	February 2023
PHASE II - CONCEPT DEVELOPMENT	
Task 2.1 Develop Concept Plans	March 2023
Task 2.2 Concept Presentation	April 2023
Task 2.3 Draft Master Plan	April 2023
PHASE III - FINAL MASTER PLAN	
Task 3.1 Draft Master Plan Revisions	May 2023
Task 3.2 Draft Opinion of Probable Cost of Construction (OPCC)	May 2023
Task 3.3 Staff and Parks and Recreation Committee Presentation	June 2023
Task 3.4 Community Engagement	June 2023
Task 3.5 Final Master Plans	June 2023
Task 3.6 Presentation of Final Master Plans	July 2023

COST PROPOSAL

PHASE	FEE
PHASE I - INVENTORY AND ANALYSIS	\$ 4,500
PHASE II - CONCEPT DEVELOPMENT	\$ 5,500
PHASE III - FINAL MASTER PLAN AND REPORT	\$ 8,000
TOTAL	\$18,000



Village of Mount Horeb Request for Proposal

Park Planning – Grundahl Park and Grandma Foster Park

November 21, 2022



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November 21, 2022



Jeff Gorman, Public Services Director
Village of Mount Horeb
138 E. Main Street
Mount Horeb, WI 53572

RE: Request for Proposal
Park Planning – Grundahl Park and Grandma Foster Park

Dear Jeff:

JSD Professional Services, Inc. (JSD) is pleased to submit our qualifications for consideration in providing Park Planning services in accordance with your Request for Proposal for Grundahl Park and Grandma Foster Park. Based on the Request for Proposals, we have assembled a diverse team to address upgrading and improving Grundahl Park based on current and future needs, as well as a developing a passive area for visitors to enjoy at Grandma Foster Park.

At JSD, we believe that every project is unique and deserves a distinctive approach. We propose an incremental process that begins by evaluating the existing site, the agency resources, and stakeholder/community interests. We will explore a variety of integrated opportunities and advance the most promising strategies which will provide the Village of Mount Horeb with a high quality product for all generations to discover. Our team is comprised of highly qualified and experienced project personnel that are passionate about creating both passive and active outdoor spaces. Our key team members continually demonstrate their ability to grasp the intricacies of complex design, construction, and environmental challenges and are effective in communicating our proposed solutions to municipalities, park agencies, and the public. We believe our diverse expertise, creativity, straightforward problem-solving methods, technological abilities, and clear and timely communication style sets us apart from the competition.

We are excited about working with the Village of Mount Horeb and you have my personal commitment that we will deliver successful results with the goal of exceeding your expectations. I will serve as the Project Manager, should we be selected for this exciting project! Please feel free to contact me at #608-609-6794 or via email, kevin.yeska@jsdinc.com, if you have any questions or require any additional information.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Kevin Yeska', with a stylized flourish at the end.

Kevin Yeska, PLA, ASLA
Project Manager/Landscape Architect
JSD Professional Services, Inc.
kevin.yeska@jsdinc.com



1

Scope of Work

Section 1. Scope of Work

Our Philosophy

We believe that parks are vital to the quality of life and are instrumental to the economic development of a community; and we are committed to creating facilities that attract people to a community and inspire them to take active roles in protecting these vital resources. Recreation sites that are developed with this sense of purpose and responsibility result in the creation of places that people want to visit and they establish community pride.

Approach

Our approach and methodology is based on our experience developing award-winning parks with the integration of public involvement as well as respecting the natural environment. JSD will use our expertise to help create a vibrant park renovation and master planning effort that improves and creates opportunities for social interaction, community activities, and both active and passive recreation opportunities for children of all ages. We will work with the Village and the public to identify the recreation goals of the renovation and redevelopment of Grundahl & Grandma Foster Parks.

The JSD Team's planning approach is grounded in sound planning and design principles and community consensus building.

The following scope of work details our project approach to completing your project.

Task One: Site Analysis/Assessment

A. Project Kick-off Meeting

At this meeting, we will gain full concurrence on roles, discuss the project schedule and the detailed work plan required, obtain all available background data for the sites, and establish a firm working partnership with all individuals who will be involved in the playground renovation project. We will also evaluate project needs, goals, and the future vision of Grundahl & Grandma Foster Parks.

B. Site Analysis

The JSD team will visit the project sites with Village staff to review existing site conditions, and define existing site factors including circulation, view corridors, visual character, boundaries, topography, drainage, existing vegetation, existing built structures, site constraints, and infrastructure that exist, which may affect the proposed plan through an in-depth on-site analysis. We will also review existing conditions relating to design, and permitting, including the requirements of the Village of Mount Horeb, Dane County, and the State of Wisconsin.

Task Two: Community Engagement

Our proposed Community Engagement Strategy for the Park Master Plans focuses on understanding the Village of Mount Horeb, recreation partners, community residents, and key staff in a dynamic planning process. Public engagement is critical to developing master plans that reflect community goals and build consensus among stakeholders.

The JSD Team will host a **Community Workshop** to first assess the needs of the community and programming desired. We will review the existing conditions and present imagery boards to the community. The purpose of the first Community Workshop is to receive community input regarding the desired improvements, programming, potential layout of the amenities and the preferred vision for the Grundahl & Grandma Foster Parks improvements. The meeting format will allow residents to ask questions and offer input.

The second public workshop will occur to present the draft Conceptual Plans to the residents.

Task Three: Conceptual Planning

A. Preliminary Concept Design

Our Team will conduct an internal design charrette to develop two (2) preliminary concept plans for each park site

including an imagery exhibit. The preliminary concept plans will be based on information received from the Village of Mount Horeb staff and the Community Engagement process. In addition, we will design the master plan considering ADA compliance, permit-ability, operations, fiscal impacts, maintenance, budget, natural resources, and safety. Our team will also identify the advantages and disadvantages of each concept plan.

Opinion of probable cost estimates will be considered throughout the development of the concept plans to ensure the most effective use of capital improvement dollars and potential grant funding.

B. Staff Meeting

JSD will meet with the Village project team to review the preliminary concept plans, discuss alternatives, and consider suggested revisions.

Task Four: Final Master Plan

Based on the Community's input, we will select one concept plan or combine elements from each plan and prepare Final Master Plans for each park site, including representative imagery and an opinion of probable construction cost estimate.

A. Staff Meeting

JSD will meet with the Village project team to review the Final Master Plans, and consider suggested revisions.

B. Parks Commission Meeting

The JSD Team will present the Final Master Plans to the Parks, Rec and Forestry Committee at a regularly scheduled meeting. We will gain authorization to proceed with presentation of the Final Master Plans to the Community.

C. Community Workshop Two

Our project team will present the Final Master Plans including opinion of probable construction cost estimates to the Mount Horeb Community. The Final Master Plans will include rendered, mounted plans which detail the ultimate vision for the future development of Grundahl & Grandma Foster Parks.

WHY THE JSD TEAM?

The JSD Team has been strategically assembled to bring a wide range of knowledge and expertise to assist the Village of Mount Horeb with the renovation of Grundahl & Grandma Foster Parks for the future of its community. Our Team is comprised of highly experienced professionals in the fields of planning, landscape architecture, and public facilitation.

We are also effective in creating a public process, along with planning and operational options, that establish a balance between innovation and experience, conservation and active recreation, design excellence and cost control, creativity and functional accommodation, and that meet the needs of the community with the resources that are available.





2

Project Team

Section 2: Firm Profile



WHO WE ARE

JSD Professional Services, Inc. (JSD) was established in 1998 as Jenkins Survey and Design. Today, JSD's staff of 70 members, includes professional engineers, landscape architects, planners, land surveyors, stormwater management and water quality specialists, environmental specialists, and construction managers. JSD provides complete professional planning, design, and construction services, from inception to completion, serving the recreational, educational, healthcare, commercial, religious, residential, industrial and municipal markets. JSD's corporate headquarters are located in Verona, Wisconsin and we have eight offices nationwide serving the Wisconsin, Illinois, Pennsylvania, and Idaho markets.

COMMITMENT TO SERVICE

Our reputation is built on trust, service, and true teamwork. At JSD we believe in providing unprecedented customer service. We believe the key to a successful project is communication and collaboration, which is evident by JSD providing professional services to some of the same clients for over 20 years. At JSD we believe that every member of the project team must take personal ownership and become a stakeholder.

EXCELLENCE

Our staff of highly qualified professionals are determined to maintain excellent communications and flexibility while being responsive to our client's ever changing needs. JSD also maintains high standards in plan production having won numerous awards for drafting excellence. With a strong commitment to client satisfaction, JSD provides practical and cost-effective solutions for each project.

MISSION STATEMENT

"Building Relationships with a Commitment to Client Satisfaction through Trust, Quality and Experience."

With a strong commitment to client satisfaction, JSD provides practical, cost-effective solutions for each project. We provide prompt, accurate and quality service from project inception to completion through the use of advanced technology and state-of-the-art field and office equipment. Our staff of highly qualified professionals is determined to maintain excellent communications and flexibility while being responsive to our clients' ever changing needs. JSD staff also maintain high standards in plan production as our digital drawing files can be tailored to meet the requirements of the project.

PROFESSIONAL AFFILIATIONS

JSD's staff are actively involved in the following professional organizations: American Society of Landscape Architects, Illinois Association of Park Districts, Illinois Park & Recreation Association, Wisconsin Society of Land Surveyors, Wisconsin Chapter of the American Planning Association, American Institute of Certified Planners and the American Society of Civil Engineers.

Firm Qualifications

For over 24 years, our staff has provided creative master planning and construction document services for a variety of clients. Our team of professionals has successfully integrated this relationship with municipalities, local and regional public institutions, private non-profits and for profit organizations to develop, expand, renovate and improve recreational facilities and building sites throughout the Midwest.

Our team approach focuses on creating a value-based relationship with our clients and stakeholders by integrating creativity, expertise, and experience. Equally important is understanding the various opportunities and constraints within a project that can dictate cost, schedule and design. We feel one of our greatest strengths is assisting our client through the approval and permit processes. Our complete package of professional services and staff help streamline the design process and help complete projects within the given time-frame, without added delay or cost.

Our Team's relevant experience includes extensive experience in recreation and park planning services, permitting and construction documentation, and the ability to meet aggressive schedules. From the development of recreation facilities and creative play areas, through the construction and implementation of a wide variety of project sites, our Team has consistently demonstrated their commitment to the successful outcome our client's objectives. JSD's public sector clients include park and recreation agencies, school districts, and municipalities. We are very familiar with these types of projects and how to work effectively with established design requirements and key stakeholders who are typically involved. Our project team's relevant experience includes:

- Creative Play Areas
- Passive Recreation Parks
- Streetscapes
- Urban Plazas/Memorials
- Comprehensive Master Plans
- Therapy Gardens
- Educational Gardens
- Municipal Review/Inspection Services
- Construction Documents
- Nature Trails & Greenways
- Ordinance Review/Writing
- Athletic Fields/Sports Facilities
- Native Area Restoration/Management
- Grant Writing
- Stormwater Basin Design
- Permitting
- Construction Observation
- Contract Administration

OUR PHILOSOPHY

We believe that parks are vital to the quality of life and are instrumental to the economic development of a community; and we are committed to creating facilities that attract people to a community and inspire them to take active roles in protecting these vital resources. Recreation sites that are developed with this sense of purpose and responsibility result in the creation of places that people want to visit and they establish community pride.

The JSD Team's planning approach is grounded in sound planning and design principles and community consensus building.

Section 2. Project Team

The **JSD Team** assigned staff members have assisted communities throughout the Midwest with the development of site master plans, site assessments, recreation facilities, infrastructure plans, construction documents, contract administration, and surveying services. Our outstanding team of professionals offers valuable insight and will contribute in-depth knowledge on key issues, conditions, opportunities, and influences affecting the future of Grundahl & Grandma Foster Parks. The following resumes document their knowledge, expertise and experience of the key team members for the project.

Project Manager: Kevin Yeska, PLA, ASLA

Senior Landscape Architect: Lori Vierow, PLA, ASLA, LEED BD+C

Landscape Designer: Matt Ammel

Landscape Architect: Kevin Yeska –

With nine years of experience, Mr. Yeska serves as a Project Consultant and Landscape Architect in our Verona office and holds experience in all market sectors of design. His designs and communication skills present his clients and the general public with a contemporary “pop”, as he likes to call it! With every design he implements practicality and constructability, while pushing creativity with his team. He excels at conceptually laying out sites to meet municipal requirements as it relates to site access, legal acquisition, parking accommodations, and open spaces; all of which aid in establishing a “sense of place” for the end user. Additionally, Mr. Yeska has extensive experience taking projects through the municipal entitlement process, particularly within the Dane County market.

Kevin will serve as your Project Manager, and he will be your primary point of contact throughout the design process. He will be responsible for the day to day management of project tasks, each project deliverable and our project team members. As project manager, he will be responsible for the final plan development, quality control and overall team management. His assignment will ensure that coordination efforts are aggressively pursued, that the project remains on schedule and on budget, and that the Village of Mount Horeb is fully informed and involved.

Senior Landscape Architect: Lori Vierow – Lori has nearly 30 years of experience in providing planning, design and implementation services for a wide variety of public and private sector clients. Lori has led the coordination of numerous project teams from the initial site analysis through project completion. Her professional experience also includes extensive public facilitation and working with clients and communities to develop park master plans that are unique and tailored to fit each community. Lori has also authored and administered successful Illinois Department of Natural Resources grants, Baseball Tomorrow Fund, and Illinois Museum grants for recreation agencies.

Landscape Designer: Matt Ammel – Matt’s experience includes the development of landscape plans and construction documents for projects ranging from public plazas and playgrounds to commercial and residential developments. Matt will provide design and graphic support for the concept plan development.



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Kevin Yeska, PLA, ASLA
Project Consultant, Landscape Architect

With nine years of experience, Mr. Yeska serves as a Project Consultant and Landscape Architect in our Verona office and holds experience in all market sectors of design. His designs and communication skills present his clients and the general public with a contemporary “pop”, as he likes to call it! With every design he implements practicality and constructability, while pushing creativity with his team. He excels at conceptually laying out sites to meet municipal requirements as it relates to site access, legal acquisition, parking accommodations, and open spaces; all of which aid in establishing a “sense of place” for the end user. Additionally, Mr. Yeska has extensive experience taking projects through the municipal entitlement process, particularly within the Dane County market.

Education/Registration

University of Wisconsin–Madison, Madison, WI

- Bachelor of Science in Landscape Architecture, 2013

Professional Landscape Architect, 2020, WI, LA-806

Relevant Project Experience

- Madison Yards Mixed-Use Development, Madison, WI
- Novation Campus – Artisan Village Apartments, Fitchburg, WI
- Union Corners Mixed-Use Development, Madison, WI
- Verona Area School District High School Master Planning, Verona, WI
- Oregon School Districts Master Plan Improvements, Oregon, WI
- Madison Area Technical College Culinary Expansion, Madison, WI
- Rainbow Childcare Center, Multiple Locations, WI
- Door Creek Church, Deforest, WI
- Oakmont Senior Living, Verona, WI
- @Edge Live/Work Development, Fitchburg, WI
- Sugar Creek Commons, Verona, WI
- 316 West Washington Sushi Red Plaza, Madison, WI
- Kettle Park West Outlot Developments, Stoughton, WI
- Kettle Park West Tru By Hilton Hotel, Stoughton, WI
- Kwik Trip Convenience Store, Multiple Locations, WI
- Summit Credit Union, Multiple Locations, WI
- SSM Health Dean Medical Group, Beaver Dam, WI
- Marquardt Village Senior Living – Riversong, Fitchburg, WI
- Dane County Sheriff’s Precinct, Stoughton, WI

Affiliations

Member, American Society of Landscape Architects



Lori Vierow, PLA, ASLA, LEED AP BD+C
Senior Landscape Architect

Ms. Vierow has nearly 30 years of experience in the development of master plans and construction documents for projects ranging from public parks, educational facilities, athletic field development and urban streetscapes, to residential, commercial and sustainable developments. She also has extensive experience coordinating project teams from the initial site analysis through project completion, as well as working with clients and communities to develop open space master plans and park master plans that are unique and tailored to fit each community.

Education/Registration

Iowa State University, Ames, Iowa

- Bachelor of Landscape Architecture, 1992

Professional Landscape Architect: State of Illinois #157-001163

Professional Landscape Architect: State of Wisconsin #774-14

LEED AP BD+C #10318178

Relevant Project Experience

- Campbell Park Master Plan, Baraboo, WI
- Willow Trails Park Master Plan, River Trails Park District, Mount Prospect, IL
- Kracklauer Park, Mundelein Parks & Recreation District, Mundelein, IL
- Ann Mackin Park Master Plan, North Berwyn Park District, Berwyn, IL
- Burning Bush Trails Park, River Trails Park District, Mount Prospect, IL
- Heritage Park, Village of Homer Glen, IL
- Pioneer Park, Broadview Park District, Broadview, IL
- Carolshire Park, Carol Stream Park District, Carol Stream, IL
- Aspen Trails Park, River Trails Park District, Mount Prospect, IL
- Plamann Park Concept Plan, Outagamie County, WI
- Telulah Park Pickleball Complex, Appleton, WI
- Bicycle Master Plan, City of Lockport, IL
- Memorial Park, Community Park District, La Grange Park, IL
- Lane Elementary School, Alsip, IL
- Twin Lakes Park, Salt Creek Rural Park District, Palatine, IL
- Eagle View Park, Bloomington Parks, Recreation & Community Arts Department, Bloomington, IL
- Gaelic Park, Bloomington Parks & Recreation Department, Bloomington, IL
- Hibernia Park, New Lenox Community Park District, New Lenox, IL
- Vernon Hills Skate Park, Vernon Hills Park District, Vernon Hills, IL

Grant Writing/Administration Experience

- Carolshire Park, Carol Stream Park District, Carol Stream, IL
- Burning Bush Trails Park, River Trails Park District, Mount Prospect, IL
- Pioneer Park, Broadview Park District, Broadview, IL
- Aspen Trails Park, River Trails Park District, Mount Prospect, IL

Affiliations

- American Society of Landscape Architects (ASLA)



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Matt Ammel
Landscape Designer

Mr. Ammel serves as a landscape designer focused on maximizing the affordances of mixed-use and multi-family sites. With rich knowledge of graphic communication he is able to communicate precise civil engineering and landscape systems into readable and informative representations for both clients and partnering design firms. Each project carries a balance of desired landscape features and unavoidable public needs that Mr. Ammel aids in configuring. His experience in designing at various levels of detail including residential design, site planning, and regional planning has allowed him to accumulate knowledge and efficiency on producing design documents of all types including design concepts, site analysis diagrams, planting plans, construction details, and final renderings.

Education/Registration

University of Wisconsin – Madison, Madison, WI
Bachelor of Science in Landscape Architecture, 2021

Relevant Project Experience

- Campbell Park Master Plan, Baraboo, WI
- Ann Mackin Park Master Plan, North Berwyn Park District, Berwyn, IL
- Kracklauer Park, Mundelein Parks & Recreation District, Mundelein, IL
- Multi-family Development 441 Ryan Road, Oak Creek, WI
- Village on Park Demolition, Madison, WI
- Kettle Park West Lot 2 & 3, Stoughton, WI
- Devon Self Storage, Kenosha, WI
- Sugar Creek Commons, Verona, WI
- McKenzie Center Boys & Girls Club, Fitchburg, WI
- Marquardt Riversong Courtyards Assisted Living, Fitchburg, WI
- Marshfield Micro Clinic, Wisconsin Rapids, WI
- Marshfield Micro Clinic, Medford, WI





3

Relevant Experience

Campbell Park Master Plan

BARABOO, WISCONSIN

Park and Recreation



Client: City of Baraboo

Project Size: 11.88 acres

Project Completion: 2022

Campbell Park is located in Baraboo and is home to the Baraboo outdoor community pool. Visitors can enjoy swimming, a splash pad, tennis courts, play area, pickleball courts, along with a skate park.



JSD in conjunction with Water Technologies, Inc., provided master planning services to redevelop the park site, including a modern pool, updated court complex, universally accessible play area, teen area, walking path, renovated parking, and skate park.

As a part of the design process, JSD held a series of public meetings to elicit comments and suggestions from community groups and neighbors. In addition to neighborhood desires, JSD considered the recreation needs of the community as a whole. These factors were incorporated into the final design.

The final master plan provides for social interaction, community activities, and both active and passive recreation opportunities for children of all ages.



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Heritage Park: Active Core

HOMER GLEN, ILLINOIS

Parks & Recreation



Client: Village of Homer Glen

Project Size: 8 Acres

Project Completion: 2018 – 2019

Construction Cost: \$2.6 Million

JSD provided the design of Heritage Park, which is approximately 103 acres and a destination park for the Village of Homer Glen. The park site is being developed in multiple phases with phase one being the Active Core consisting of eight acres, and which celebrated the grand opening in September 2019. Active recreation components include pickleball courts, tennis courts, sand volleyball, bean bag toss, bocce court, horseshoe courts, challenge course, fitness area, sculptural climber, turf berm play area, and a large nature play area for children 2-12 years of age. The Active Core site is the central hub of activity and recreation for the site. Additional passive recreation features include a sensory garden with raised planters for all users, pavilion with seating areas, music play, prairie seek-n-find with interpretive signage, hammocks, and restrooms. Both the active and passive elements of this area are connected by a central Tree of Life Plaza with pathways radiating out from it. The site includes saving many existing trees, new landscaping, pathway lighting, drinking fountains, seating, and gateway entry features. JSD is engaged to design the next phases of the park, including the Village Green, sled hill and the amphitheater.

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Burning Bush Trails Park

MT. PROSPECT, ILLINOIS

Parks & Recreation



Client: River Trails Park District

Project Size: 9.52 Acres

Project Completion: 2018 - 2020

Construction Cost: \$1.6 Million

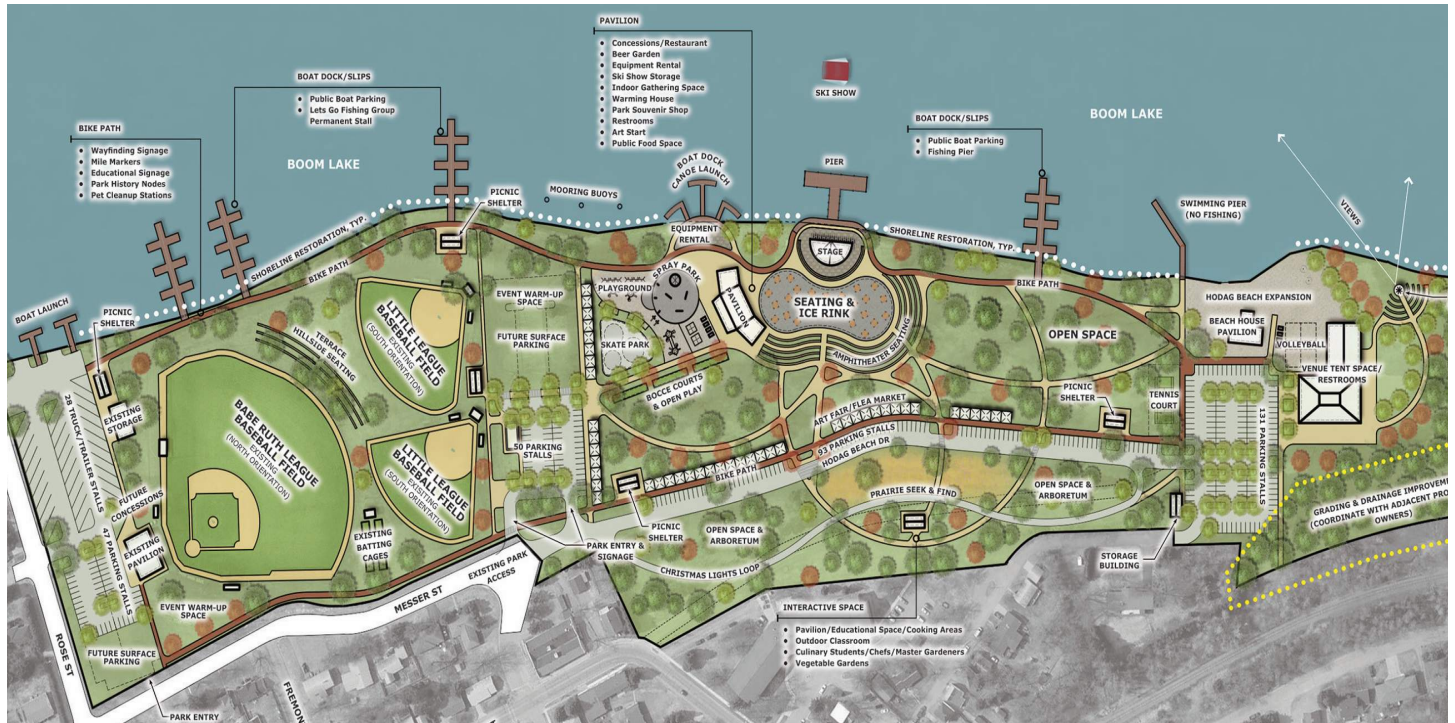
JSD led the design and renovation of Burning Bush Trails Park for the River Trails Park District. This included public participation, concept plan development, final master plan, as well as authoring the successful OSLAD Grant for the Illinois Department of Natural Resources. The Park District was awarded the OSLAD grant for 2019 and JSD prepared construction and bidding documents, as well as performed construction observation, contract administration, and grant administration services. The redeveloped park serves all age groups and includes renovated baseball ballfields, play equipment for ages 2-12, including a 30-foot tall play tower, pollinator garden, pickleball, tennis, and futsal courts, woodland walk, shelters, teen area with hammocks and ping pong, basketball court, and roller hockey.

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Hodag Park Master Plan

RHINELANDER, WISCONSIN

Parks & Recreation



Client: City of Rhinelander

Project Size: 29 Acres

Project Completion: 2019 - Ongoing

Construction Cost: \$6 Million



JSD developed the Hodag Park Master Plan for the City of Rhinelander to serve as a guide for the planning and improvement of the park's trails, water access, open space and outdoor recreation facilities. Hodag Park, located on Boom Lake in Rhinelander, Wisconsin, provides tremendous opportunity to design a unique park that provided outdoor space opportunities to many user groups. It is the largest park in Rhinelander, and also one of the largest public waterfronts in north central Wisconsin.

The Master Plan of the 29-acre park included revised entrances, roads and parking layouts; additional trail segments and new trails; improved water access facilities, including a kayak/canoe/boat launch, terrace on the water, multiple fishing docks, and restoration of the vegetative shoreline in specific areas along the shore path. The Master Plan also included amenities such as a central pavilion/gathering space, ice rink, stage and seating area, splash pad, wedding venue, updated beach access, ski show seating and storage and much more.

As part of the ongoing design process for the park, JSD continues to work collaboratively with city staff and the community with outreach and engagement.

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Breiter-Palm Park

BENSENVILLE, ILLINOIS
Parks & Recreation



Client: Bensenville Park District
Project Size: 4.25 Acres
Project Completion: 2020 – 2022
Construction Cost: \$450,000

JSD was hired as consultants for the Bensenville Park District to create a master plan for Breiter-Palm Park and develop the master plan into construction documents. JSD provided landscape architecture and surveying services for the project.



The Park District wanted to create a universally accessible playground, include an area for the Garden Club, as well as incorporate fitness into the existing loop path. In addition, JSD designed an expand parking lot to provide more parking and drop-off space for the Northeast DuPage Special Recreation Association's use during site visits.



The redeveloped park serves all age groups and abilities and the universally accessible play area highlights play elements with a wide variety of social, emotional, and cognitive play. The creative play area includes poured-in-place rubber surfacing for ease of movement and areas of the concrete walk includes barn plank pavers to provide a textural experience to those in wheel chairs.

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Frame Park Baseball Field

WAUKESHA, WISCONSIN

Parks & Recreation



Client: City of Waukesha

Project Size: 4 acres

Project Completion: Spring 2021

Construction Cost: \$1.1 Million



Frame Park is a field that was once used for Milwaukee Brewers Spring Training in their minor league days and even as a try-out location for teams like the St. Louis Cardinals. Today as the home field Baseball Program, Frame Park was in need of repairs and modernization.

JSD's landscape architects partnered with the City of Waukesha and Carroll University to carry out site engineering, design renderings, assist with product selection, as well as construction staking and administration. Facility upgrades include an all-artificial turf field, new dugouts, six bullpen mounds, two full-length batting cages, relocated outfield fencing, and a 16-foot fence from left to left-center field.

Frame Park has been at the heart of Waukesha since the early 1900s, and now, the park not only has an impressive lighted baseball diamond with artificial turf, but it also offers two playground areas, a picnic shelter, formal garden area, and separate paths for walking and biking. In addition, a boat ramp on the south end of the park provides limited access to the Fox River.

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Heritage Park: Amphitheater & Village Green

HOMER GLEN, ILLINOIS

Parks & Recreation



Client: Village of Homer Glen

Project Size: 9 Acres

Project Completion: 2019 – 2021

Construction Cost: \$3.7 Million

JSD's landscape architects are working with TRIA Architecture for the second phase of Heritage Park. This phase includes the development of the Village Amphitheater and Village Green. The site design includes saving many existing trees while offering new landscaping, walking paths, bike path, pathway lighting, terrace lawn seating, central node for Village gatherings, large open lawn for the farmer's market and the Homer Community Fest. JSD is also engaged to design the next phases of the park, including the sled hill, splash pad, Village Hall renovations and Veterans Memorial.



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4

Proposal

Section 4. Proposal

Thank you for allowing the JSD Team with the opportunity to submit to the Village of Mount Horeb our proposal for Park Planning Services for the Grundahl and Grandma Foster Park Master Plans.

Fees for professional services described within the submittal are budgeted per the following Fee Schedule. We believe that this scope of work represents a thorough and well-coordinated approach to the development of your project. If requested, we will modify our scope of work and fees as needed to address your project requirements. The hours and fees below assume that the projects will run concurrently and meetings can occur for both parks on the same day where applicable.

<u>Fee Schedule</u>	<u>Fee</u>
<u>Phase One: Site Analysis/Assessment</u>	\$ 2,500
• Project Kick-Off/Site Visits • Base Mapping	
<u>Phase Two: Community Engagement</u>	\$ 5,000
• Community Workshops (2) • Graphics/Informational Pieces • Staff Review Meeting (2)	
<u>Phase Three: Conceptual Planning</u>	\$ 6,500
• Preliminary Concept Designs • Staff /Village Review Meetings (2)	
<u>Phase Four: Final Master Plan</u>	\$ 3,000
• Final Master Plans • Opinion of Probable Construction Costs	
Total Fee:	\$ 17,000



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www.jsdinc.com





Village of Mount Horeb

Recreation Department

105 North Grove Street
Mount Horeb, WI 53572

Phone (608) 437-3400 | Email: jill.dudley@mounthorebwi.info

PARKS, RECREATION, AND FORESTRY COMMISSION

December 13, 2022

Recreation Director's Report

1. November Program Numbers:

<u>Program Name</u>	<u>2022 Participants</u>	<u>2021 Participant Numbers</u>
Babysitting Class	0 (cancelled low enrollment)	0 (did not run)
Ballroom Dance (fall session #3)	0 (cancelled low enrollment)	N/A (new program for fall)
Big Ten Basketball (3 rd -8 th gr)	53	45
Engineering for Kids (fall session #2)	0 (cancelled low enrollment)	0 (did not run)
Indoor Pickleball	26	42
Kid Chef in Action	24	18
Martial Arts (fall session #3)	27	27
Strength Fusion (winter)	33	31
Tae Kwon Do (fall session #2)	17	N/A (new program)

- Upcoming Programs: Cookie Decorating Class, Holiday Painting Class, Martial Arts (winter session #1), Tae Kwon Do (winter session #1), Winter Workshop with Jada, After School Art Class, Basketball (4K-2nd), Total Body Fitness, and Clay/Pottery Classes.
- Our winter/spring activity guide went out on November 7th. We had 260 transactions on this day alone and 19 of our programs have already filled.
- Our Tour the Lights drive-thru event will be held on Saturday, December 17th. We currently have 10 houses on our list, but would like to have at least 20. If you know of anyone who has some outdoor lights up, please have them get on our list.
- We are still looking for a few more ice rink staff to monitor the warming house at Garfield Park this winter. Once the ice is ready for skaters, we will notify staff and get a schedule together.
- We are in need of basketball referees for our Big Ten basketball games that begin in January. If you know of anyone who might be interested, please have them get in touch with us.