



VILLAGE OF MOUNT HOREB

E. Main Street

Mount Horeb, WI 53572

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PARKS, RECREATION, AND FORESTRY COMMISSION AGENDA

Tuesday, March 25, 2025 at 5:30 PM

Municipal Building Board Room

138 E. Main Street

Mount Horeb, WI

- 1) Call to order
- 2) Roll Call
- 3) Consent Agenda
 - a. Consideration of February 25, 2025 Meeting Minutes
- 4) Agenda Items
 - a. Consider playground options for Grundahl Park
 - b. Consider recommendation of JSD for park master planning at former Lukken property
 - c. Discuss Grundahl Park storage needs with Summer Frolic Committee
 - d. Discuss electrical issues at the Grundahl ball diamond building
 - e. Consider replacing basketball goals at Ibinger Ridge Park and Valley View Park
 - f. Mount Horeb Area Community Garden Annual Report presentation
- 5) Department Reports
 - a. Recreation Director's Report
 - b. Public Services Director's Report
- 6) Future agenda items
- 7) 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

February 25, 2025, 5:30 PM, Municipal Building Board Room

PRESENT: Halverson, Adler, White, Hogseth, Webber, Mertz.

ABSENT: Honore

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

Consider minutes of the January 28, 2025 meeting.

Adler moved; Webber seconded to approve the minutes of the January 28, 2025 meeting. Motion carried.

Consider playground options for Grundahl Park

Gorman reviewed the playground discussion from the January meeting and Kyla Reamon, from Gerber Leisure Products, reviewed the playground proposals and answered questions from the Commission. The Commission agreed that option #2, the Playbooster structure, was preferred. The Commission also would like more swings and wanted to eliminate two of the shade structures. Kyla will take the information from the meeting and come up with a new design for the next meeting.

Discuss Grundahl Park storage needs with Summer Frolic Committee

The Commission discussed options to add storage for the Frolic Committee at either the ball diamond shelter or the restroom building. Most agreed that the ball diamond area may be a better location and consideration should be given for building a new shelter/concession/storage building as opposed to trying to add on to the existing building. The Summer Frolic Committee was planning to bring some building floor plans to the next meeting to continue the discussion.

Discuss need for electrical improvements at the Grundahl Park ball diamond shelter

The Summer Frolic Committee would like to expand the use of the concession area at the ball diamond shelter and there is concern regarding the number of electrical circuits and some of the interior lighting. Gorman suggested meeting with the Summer Frolic at the shelter to determine the needs.

Lukken property update/consultant selection

Owen said they will be interviewing three landscape architecture firms next Wednesday for the master planning process.

Recreation Director's Report

Dudley reviewed her written report.

Public Services Director's Report

Gorman reviewed his written report.

Future agenda items

- Grundahl Park playground
- Grundahl Park storage with Summer Frolic
- Grundahl Park electrical issues at ball diamond shelter
- Lukken property update/planning RFP/ consultant selection

Set next meeting date and time

March 25, 2025 at 5:30 pm

Adjourn

Webber moved, Mertz seconded to adjourn at 6:30 pm. Motion carried.

Minutes prepared by Jeff Gorman, Public Services Director

DRAFT



AGENDA ITEM REPORT

MEETING DATE

March 25, 2025

PREPARED BY

AGENDA ITEM # 4.a

Consider playground options for Grundahl Park

BACKGROUND

RECOMMENDATION

ATTACHMENTS

1. Grundahl Park Updated Design Proposal 3.23.2025
2. Grundahl Park 3D playground renderings





Grundahl Park

Grundahl Park • 3.17.2025





Grundahl Park

Grundahl Park • 3.17.2025





Grundahl Park

Grundahl Park • 3.17.2025







ReviWheel
Spinner



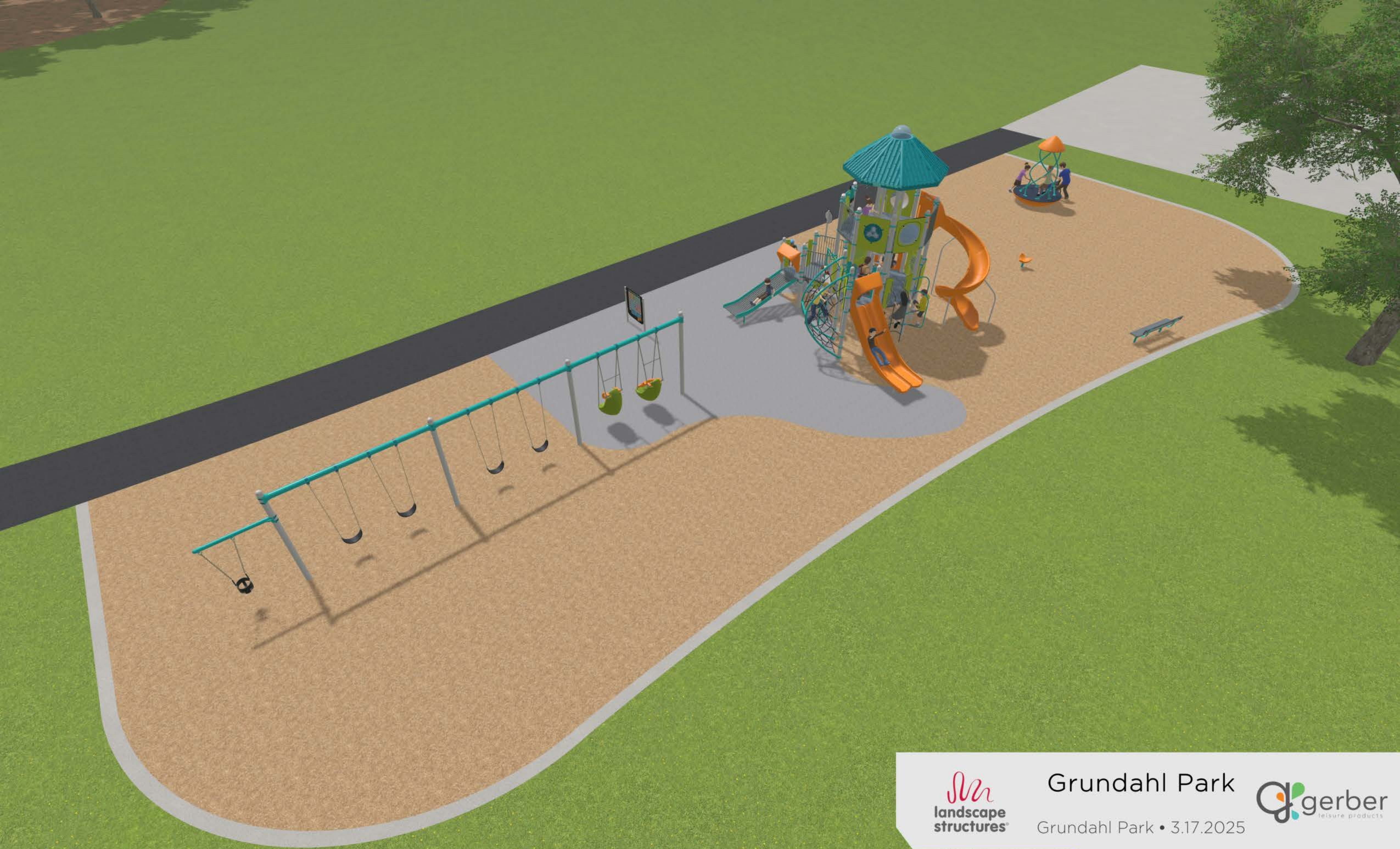
Custom
Double
Bobble Rider



Grundahl Park

Grundahl Park • 3.17.2025





Grundahl Park

Grundahl Park • 3.17.2025





Grundahl Park

Grundahl Park • 3.17.2025





PlayBooster
(2-12 years)
Max Fall Height: 120 inches
5-12 YEARS

TOTAL ELEVATED PLAY COMPONENTS	13		
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY RAMP	0	REQUIRED	0
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY TRANSFER	9	REQUIRED	7
TOTAL ACCESSIBLE GROUND LEVEL COMPONENTS SHOWN	7	REQUIRED	4
TOTAL DIFFERENT TYPES OF GROUND LEVEL COMPONENTS	4	REQUIRED	4

2-5 YEARS

TOTAL ELEVATED PLAY COMPONENTS	0		
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY RAMP	0	REQUIRED	0
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY TRANSFER	0	REQUIRED	0
TOTAL ACCESSIBLE GROUND LEVEL COMPONENTS SHOWN	4	REQUIRED	0
TOTAL DIFFERENT TYPES OF GROUND LEVEL COMPONENTS	3	REQUIRED	3

SURFACING:
TOTAL AREA = 5,381 SQ FT
TOTAL EWF = 4,404 SQ FT
TOTAL PIP = 1,120 SQ FT
10' = 169 SQ FT
8' = 322 SQ FT
6' = 209 SQ FT
4' = 277 SQ FT
PIP BEVEL = 143 SQ FT

landscape
structures



The play components certified on this plan are IREMA certified. (Unless model number is preceded with *) The use and layout of these components conform to the requirements of ASTM F1487. To verify product certification, visit www.ipema.org

THIS PLAY AREA & PLAY EQUIPMENT IS DESIGNED FOR AGES 2-12 YEARS UNLESS OTHERWISE NOTED ON PLAN.

IT IS THE MANUFACTURERS OPINION THAT THIS PLAY AREA DOES CONFORM TO THE A.D.A. ACCESSIBILITY STANDARDS, ASSUMING AN ACCESSIBLE PROTECTIVE SURFACING IS PROVIDED, AS INDICATED, OR WITHIN THE ENTIRE USE ZONE.

THIS CONCEPTUAL PLAN WAS BASED ON INFORMATION AVAILABLE TO US. PRIOR TO CONSTRUCTION, DETAILED SITE INFORMATION INCLUDING SITE DIMENSIONS, TOPOGRAPHY, EXISTING UTILITIES, SOIL CONDITIONS, AND DRAINAGE SOLUTIONS SHOULD BE OBTAINED, EVALUATED, & UTILIZED IN THE FINAL DESIGN. PLEASE VERIFY ALL DIMENSIONS OF PLAY AREA, SIZE, ORIENTATION, AND LOCATION OF ALL EXISTING UTILITIES, EQUIPMENT, AND SITE FURNISHINGS PRIOR TO ORDERING. SLIDES SHOULD NOT FACE THE HOT AFTERNOON SUN.

CHOOSE A PROTECTIVE SURFACING MATERIAL THAT HAS A CRITICAL HEIGHT VALUE TO MEET THE MAXIMUM FALL HEIGHT FOR THE EQUIPMENT (REF. ASTM F1487 STANDARD CONSUMER SAFETY PERFORMANCE SPECIFICATION FOR PLAYGROUND EQUIPMENT FOR PUBLIC USE, SECTION 8 CURRENT REVISION). THE SUBSURFACE MUST BE WELL DRAINED. IF THE SOIL DOES NOT DRAIN NATURALLY IT MUST BE TILED OR SLOPED 1/8" TO 1/4" PER FOOT TO A STORM SEWER OR A "FRENCH DRAIN".

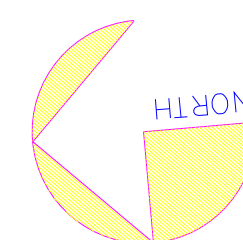
AREA OF PROTECTIVE SURFACING TO BE A COMBINATION OF UNITARY AND (POLOOSE FILL MATERIALS STED)

IT IS THE MANUFACTURER'S OPINION AND INTENT THAT THE LAYOUT OF THESE COMPONENTS CONFORM WITH THE U.S. CONSUMER PRODUCT SAFETY COMMISSION'S (CPSC) "HANDBOOK FOR PUBLIC PLAYGROUND SAFETY".

DESIGNED BY:
KLP

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601 7TH STREET SOUTH - P.O. BOX 198
DELANO, MINNESOTA 55328
PH: 1-800-328-0035 FAX: 1-763-872-6095

1/20/25	1187493-03-02	KLP
7/8/24	1187493-03-01	KLP
Date	Previous Drawing #	Initials

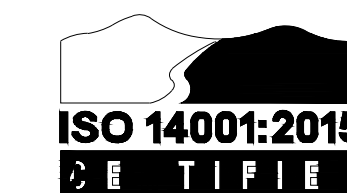


Grundahl Park
Mount Horeb, WI

Gerber Leisure
Products, Inc
Kyla Reamon

SYSTEM TYPE:
Multi-System

DRAWING #:
1187493-03-03





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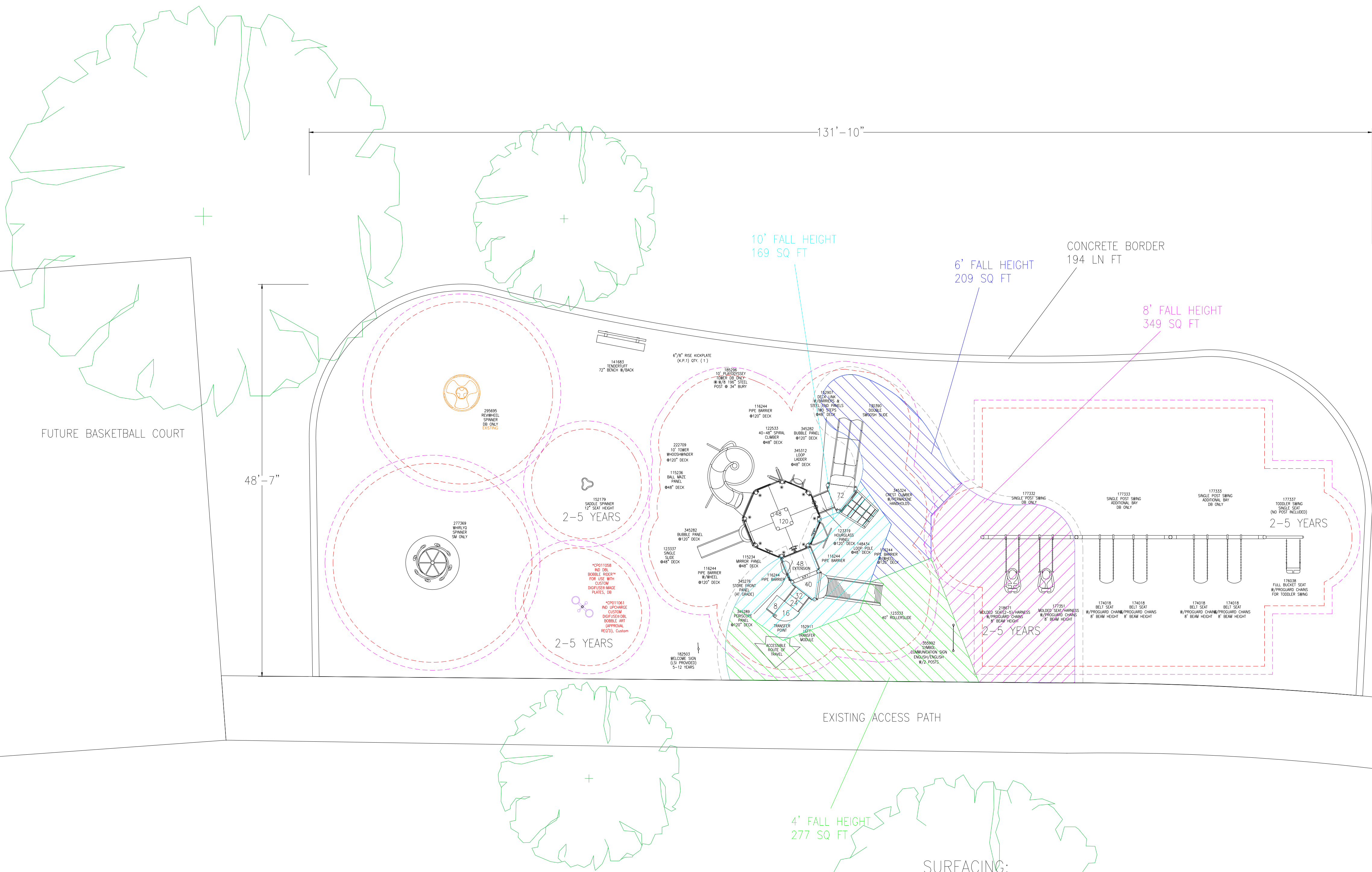
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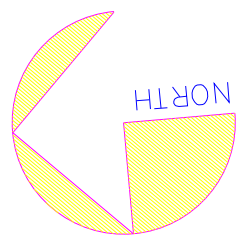
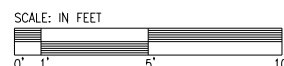
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PlayBooster
(2-12 years)
Max Fall Height: 120 inches
5-12 YEARS

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TOTAL DIFFERENT TYPES OF GROUND LEVEL COMPONENTS	4	REQUIRED	4

2-5 YEARS

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Kyla Reamon

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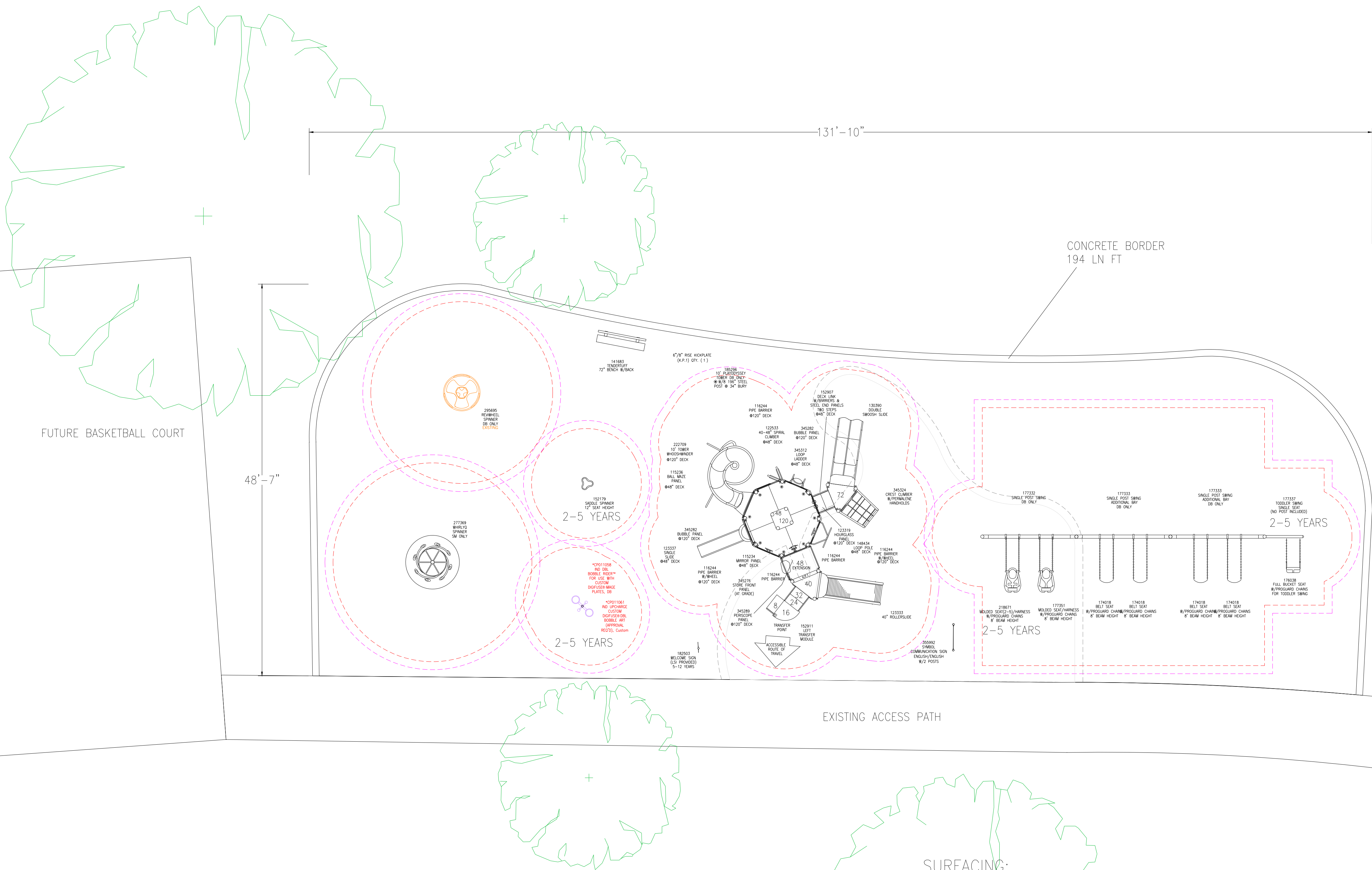
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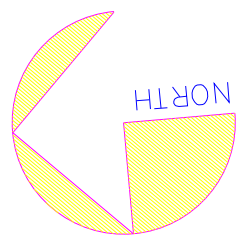
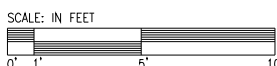
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2-5 YEARS

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Grundahl Park
Mount Horeb, WI

Gerber Leisure
Products, Inc
Kyla Reamon

SYSTEM TYPE:
Multi-System

DRAWING #:
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PlayBooster (2-12 years)*** Palette Overridden ***

PHASE-1 Direct Bury Mixed Material

!! Palette NOT Selected !!**ProShield® Finish**Posts/Arches:  **Cool Silver ***Clamps/Ball Connectors:  **Peacock ***Play Components:  **Peacock *****Polyethylene**Slide Hoods/O-Zone®:  **Tangerine ***Slides/Tunnels/Gliders/E-Pods®:  **Tangerine ***Roofs:  **Lagoon *****Permalene®**Primary Permalene:  **Recycled Limon w/Black ***Secondary Permalene:  **Recycled Lagoon w/Black *****TenderTuff**Barriers/Ladders/Benches:  **Gray ***Wheels/Rings/Rollers:  **Gray ***Decks/Step Ladders:  **Gray *****Cables**Cables:  **Black *****Swings**Posts:  **Cool Silver ***Beams:  **Peacock ***Clamps:  **Lagoon ***Molded Bucket Seats:  **Limon ***Seat Harness:  **Tangerine *****Vibe® / SteelX®**Primary Panels:  **Peacock ***Secondary Panels:  **Peacock ***

QTY	NUMBER	DESCRIPTION
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**Freestanding Play****Custom**

- 1 CP011058 **Dbl Bobble Rider™ for use with custom DigiFuse® Image Plates for use with CP011060 or CP011061 art upcharge DB**

Play Components:  Peacock=419

- 1 CP011061 **Upcharge Custom DigiFuse® Dbl Bobble Art (Approval Req'd) for (2) DigiFuse® ready plates. For use with CP011058 or CP011059 Dbl Bobble Rider™, *Panel Only*. use blank plate 246945 Custom**

Motion & More Fun

- 1 152179A **Saddle Spinner DB 12"Height**

Play Components:  Peacock=419

Slides/Tunnels/Gliders/E-Pods®:  Tangerine=319

- 1 277369A **WhirlyQ® Spinner, SM Only**

Play Components:  Peacock=419

Slides/Tunnels/Gliders/E-Pods®:  Tangerine=319

Signs

- 1 355992A **Symbol Communication Sign w/2 DB Posts English/English**

Posts/Arches:  Cool Silver=307

- 1 182503C **Welcome Sign (LSI Provided) Ages 5-12 years Direct Bury**

Posts/Arches:  Cool Silver=307

Site Furnishings

- 1 141683A **72" TenderTuff Bench w/Back No Armrests DB**

Play Components:  Peacock=419

Barriers/Ladders/Benches:  Gray=166

Swings

- 4 174018A **Belt Seat ProGuard Chains for 8' Beam Height**

- 1 176038G **Full Bucket Seat ProGuard Chains for Toddler Swing**

- 1 218671C **Molded Bucket Seat 2-5 w/Harness ProGuard Chains 8' Beam Height**

Molded Bucket Seats:  Limon=317

Seat Harness:  Tangerine=319

- 1 177351A **Molded Bucket Seat w/Harness ProGuard Chains for 8' Beam Height**

Molded Bucket Seats:  Limon=317

Seat Harness:  Tangerine=319

- 1 177332A **Single Post Swing Frame 8' Beam Height Only**

Posts:  Cool Silver=307

Beams:  Peacock=419

Clamps:  Lagoon=421

- 2 177333A **Single Post Swing Frame Additional Bay 8' Beam Height Only**

Posts:  Cool Silver=307

Beams:  Peacock=419

Clamps:  Lagoon=421



1	177337A	Toddler Swing Add-On Beam	
		Beams:	 Peacock=419
		Clamps:	 Lagoon=421
PlayBooster®			
Climbers W/Permalene Handholds			
1	345324A	PB Crest Climber w/Permalene Handholds	
		Clamps/Ball Connectors:	 Peacock=419
		Play Components:	 Peacock=419
		Primary Permalene:	 Recycled Limon w/Black=817
		Cables:	 Black=005
1	152907B	Deck Link w/Barriers 2 Steps	
		Clamps/Ball Connectors:	 Peacock=419
		Barriers/Ladders/Benches:	 Gray=166
		Decks/Step Ladders:	 Gray=166
		Primary Panels:	 Peacock=419
1	345312A	Loop Ladder 48"Dk DB	
		Clamps/Ball Connectors:	 Peacock=419
		Primary Permalene:	 Recycled Limon w/Black=817
		Barriers/Ladders/Benches:	 Gray=166
1	148434A	Loop Pole Perm Handholds 48"Dk DB	
		Clamps/Ball Connectors:	 Peacock=419
		Play Components:	 Peacock=419
		Primary Permalene:	 Recycled Limon w/Black=817
1	122533B	Spiral Climber 48"Dk Right Handhold	
		Clamps/Ball Connectors:	 Peacock=419
		Play Components:	 Peacock=419
		Primary Permalene:	 Recycled Limon w/Black=817
		Barriers/Ladders/Benches:	 Gray=166
		Decks/Step Ladders:	 Gray=166
Decks			
1	152911B	Curved Transfer Module Left 40"Dk DB	
		Posts/Arches:	 Cool Silver=307
		Clamps/Ball Connectors:	 Peacock=419
		Primary Permalene:	 Recycled Limon w/Black=817
		Barriers/Ladders/Benches:	 Gray=166
		Decks/Step Ladders:	 Gray=166
1	121948A	Kick Plate 8"Rise	
		Decks/Step Ladders:	 Gray=166
1	111229A	Square Deck Extension	
		Clamps/Ball Connectors:	 Peacock=419
		Decks/Step Ladders:	 Gray=166

2	111231A	Triangular Tenderdeck	Clamps/Ball Connectors:		Peacock=419
			Decks/Step Ladders:		Gray=166
Enclosures					
1	115236A	Ball Maze Panel Above Deck	Clamps/Ball Connectors:		Peacock=419
			Primary Permalene:		Recycled Limon w/Black=817
2	345282A	Bubble Panel Above Deck	Clamps/Ball Connectors:		Peacock=419
			Primary Permalene:		Recycled Limon w/Black=817
1	123319A	Hourglass Panel Above Deck	Clamps/Ball Connectors:		Peacock=419
			Primary Permalene:		Recycled Limon w/Black=817
			Secondary Permalene:		Recycled Lagoon w/Black=821
1	115234A	Mirror Panel Above Deck	Clamps/Ball Connectors:		Peacock=419
			Primary Permalene:		Recycled Limon w/Black=817
			Secondary Permalene:		Recycled Lagoon w/Black=821
1	345289A	Periscope Panel Above Deck	Clamps/Ball Connectors:		Peacock=419
			Primary Permalene:		Recycled Limon w/Black=817
			Secondary Panels:		Peacock=419
3	116244A	Pipe Barrier Above Deck	Clamps/Ball Connectors:		Peacock=419
			Barriers/Ladders/Benches:		Gray=166
2	116244B	Pipe Barrier w/Wheel Above Deck	Clamps/Ball Connectors:		Peacock=419
			Barriers/Ladders/Benches:		Gray=166
			Wheels/Rings/Rollers:		Gray=166
1	345276A	Storefront Panel	Clamps/Ball Connectors:		Peacock=419
			Play Components:		Peacock=419
			Primary Permalene:		Recycled Limon w/Black=817
			Secondary Permalene:		Recycled Lagoon w/Black=821
Mainstructures					
1	185296A	10' PlayOdyssey Tower ¹	Posts/Arches:		Cool Silver=307
			Clamps/Ball Connectors:		Peacock=419
			Roofs:		Lagoon=421
			Primary Permalene:		Recycled Limon w/Black=817
			Decks/Step Ladders:		Gray=166



1	222709A	10' Tower WhooshWinder™ Slide	
		Posts/Arches:	Cool Silver=307
		Clamps/Ball Connectors:	Peacock=419
		Slides/Tunnels/Gliders/E-Pods®:	Tangerine=319
Posts			
1	111404E	116" Alum Post DB	
		Posts/Arches:	Cool Silver=307
2	111404D	124" Alum Post DB	
		Posts/Arches:	Cool Silver=307
1	111404A	148" Alum Post DB	
		Posts/Arches:	Cool Silver=307
2	111404W	156" Steel Post DB	
		Posts/Arches:	Cool Silver=307
Slides			
1	130390A	Double Swoosh™ Slide 72"Dk DB ¹	
		Posts/Arches:	Cool Silver=307
		Clamps/Ball Connectors:	Peacock=419
		Slides/Tunnels/Gliders/E-Pods®:	Tangerine=319
1	123333A	Rollerslide 40"Dk DB	
		Posts/Arches:	Cool Silver=307
		Clamps/Ball Connectors:	Peacock=419
		Play Components:	Peacock=419
		Slide Hoods/O-Zone®:	Tangerine=319
		Wheels/Rings/Rollers:	Gray=166
		Decks/Step Ladders:	Gray=166
1	123337A	Single Slide 48"Dk DB	
		Posts/Arches:	Cool Silver=307
		Clamps/Ball Connectors:	Peacock=419
		Slide Hoods/O-Zone®:	Tangerine=319
		Slides/Tunnels/Gliders/E-Pods®:	Tangerine=319







Gerber Leisure Products, INC.

PO Box 42
Mount Horeb, WI 53572
Phone: 800-236-7758

Prepared by: Kyla Reamon - kyla@gerberleisure.com

QUOTE

DATE:	3/23/2025
QUOTE Name:	Playground Design for Grundahl Park
Valid Until:	30 days

Customer			
Village of Mount Horeb Parks Grundahl Park 600 S Blue Mounds St Mt Horeb, WI 53572			
DESCRIPTION	QTY	PRICE	AMOUNT
New Landscape Structures play equipment, per attached 2D, 3Ds & Component List	1	134340	134,340.00
Discount on equipment, per Kyla	1	-10340	-10,340.00
Freight to installer	1	1400	1,400.00
Professional installation of above listed equipment	1	47500	47,500.00
Local customer installation discount, per Kyla	1	6715	-6,715.00
Certified playground wood fiber surfacing - 200 Cubic Yards, delivered and installed	1	9350	9,350.00
Poured-in-Place Rubber Surfacing, delivered & installed	1	20850	20,850.00
TOTAL FOR ABOVE WITHOUT CONCRETE BORDER: \$196,385.00			
Concrete border per plans - 194 lineal ft. *10" Wide X 4" depth with rebar cable quoted	1	3615	3,615.00
To be completed by Village of Mount Horeb representatives			
Removal and disposal of existing playground equipment (ReviWheel spinner to be salvaged)			
Excavation, site prep/leveling per plans			0.00
Marking of private lines, fire lanes and obtaining permits			
Site Restoration/reseeding			
Site protection for PIP surfacing during 72 hour cure time			
Removal of any trees within playspace			
<i>The equipment that I have proposed would comply with the current ADA guidelines in and of itself assuming that accessible resilient surfacing is supplied underneath the equipment including under and around the auxiliary ground level equipment, and an access pathway to the area is provided</i>			

Total with Concrete Border:		Subtotal	\$200,000.00
TERMS AND CONDITIONS		Taxable	\$0.00
1. All invoices will be sent via QuickBooks. A 3% CC fee will be applied to any CC payments.		Tax rate	0.000%
2. Full payment of materials is due to place the order \$125,400.00			
3. Customer will be billed for applicable installation services and surfacing materials/services at start of work		Tax due	\$0.00
4. Additional agreed upon services will be billed upon completion of the project		Other	\$0.00
5. Final payment will be due within 30 days of invoice date, a late fee of 3% per month will be added to any late payments		TOTAL Due	\$200,000.00
6. Please mail or email signed price quote to the address above			

Customer Acceptance (sign below):

x _____

Print Name:

If you have any questions about this price quote, please contact: Kyla Reamon at 608-437-7037 / kyla@gerberleisure.com

Thank You For Your Business!

Gerber Leisure Products, INC.

PO Box 42
Mount Horeb, WI 53572
Phone: 800-236-7758

Prepared by: Kyla Reamon - kyla@gerberleisure.com

QUOTE

DATE:	3/23/2025
QUOTE Name:	Playground Design for Grundahl Park
Valid Until:	30 days

Customer
Village of Mount Horeb Parks
Gundahl Park 600 S Blue Mounds St Mt Horeb, WI 53572

DESCRIPTION	Includes	Does NOT Include
New Landscape Structures play equipment, per attached 2D, 3Ds & Component List	all equipment listed and shown on corresponding documents	discounts, shipping, installation, surfacing
Discount on equipment, per Kyla	discount from manufacturer LIST pricing of equipment	discounts of any other kind, unless included in this quote
Freight to installer	safe delivery of the listed equipment to a previously agreed upon location, or our installers warehouse for storage	unloading of freight if not shipping to installers warehouse
Professional installation of above listed equipment	digging footing holes, assembly of equipment, concrete for footings, project management, calling diggers, coordination of materials	excavation, site prep/leveling, surfacing, installation of surfacing, private lines marking or responsibility, removal of existing playground equipment
Discount for local customer, per Kyla	discount from installation pricing of the playground equipment	discounts of any other kind, unless included in this quote
Certified playground wood fiber	materials, shipping, installation	fabric, drain tile
Poured-in-Place Rubber Surfacing, delivered & installed	fall protecting rubber, 50/50 color/black top coat, 7-year warranty, aggregate sub-base, delivery & installation	site security, on-site drop testing
Concrete border on three sides of playspace per plan	10" Wide X 4" Depth concrete border with rebar cable	concrete work of any other kind
To be completed by Village of Mount Horeb representatives		
Removal and disposal of existing playground equipment (ReviWheel spinner to be salvaged)		
Excavation, site prep/leveling per plans		
Marking of private lines, fire lanes and obtaining permits		
Site Restoration/reseeding		
Site protection for PIP surfacing during 72 hour cure time		
Removal of any trees within playspace		
<i>The equipment that I have proposed would comply with the current ADA guidelines in and of itself assuming that accessible resilient surfacing is supplied underneath the equipment including under and around the auxiliary ground level equipment, and an access pathway to the area is provided</i>		

TERMS AND CONDITIONS

1. Full payment on materials is due to place the order.

- Customer will be billed for applicable installation services at start of work
- Additional services (surfacing) will be billed upon completion of the project
- Payment will be due within 30 days of invoice date
- Please mail or email signed price quote to the address above

Customer Acceptance (sign below):

x _____

Print Name:

If you have any questions about this price quote, please contact: Kyla Reamon at 608-437-7037 / kyla@gerberleisure.com

Thank You For Your Business!

PlayCAD Quote

Date:03/17/2025

Rep Organization: Gerber Leisure
Products, Inc.

Quote No: Grundahl Park

By:KLP

Contact Person: Kyla Reamon

Project Title: Grundahl Park

Location: Mount Horeb, WI

PlayBooster (2-12 years)						
PHASE-1 Direct Bury Mixed Material			UNIT		TOTAL	
QTY	NO.	DESCRIPTION	WEIGHT (lb)	PRICE (US \$)	WEIGHT (lb)	PRICE (2025)
PlayBooster®						
Climbers W/Permalene Handholds						
1	345324A	Crest Climber w/Permalene Handholds			205.0	7,445.00
1	152907B	Deck Link w/Barriers			182.0	2,745.00
		Steel end panels 2 Steps				
1	345312A	Loop Ladder 48"Dk DB			63.0	1,245.00
1	148434A	Loop Pole Perm Handholds			57.0	1,500.00
		48"Dk DB				
1	122533B	Spiral Climber 48"Dk			59.0	1,725.00
		Right Handhold				
Decks						
1	152911B	Curved Transfer Module			240.0	3,695.00
		Left 40"Dk DB				
1	121948A	Kick Plate 8"Rise			13.0	150.00
1	111229A	Square Deck Extension			105.0	1,310.00
2	111231A	Triangular Tenderdeck	62.0	1,060.00	124.0	2,120.00
Enclosures						
1	115236A	Ball Maze Panel Above Deck			65.0	1,645.00
2	345282A	Bubble Panel Above Deck	38.0	1,135.00	76.0	2,270.00
1	123319A	Hourglass Panel Above Deck			66.0	1,980.00
1	115234A	Mirror Panel Above Deck			61.0	1,575.00
1	345289A	Periscope Panel Above Deck			63.0	2,175.00
3	116244A	Pipe Barrier Above Deck	51.0	835.00	153.0	2,505.00
2	116244B	Pipe Barrier w/Wheel	57.0	1,095.00	114.0	2,190.00
		Above Deck				
1	345276A	Storefront Panel			24.0	835.00
Mainstructures						
1	185296A	10' PlayOdyssey Tower ¹			3375.0	36,735.00
1	222709A	10' Tower WhooshWinder Slide			344.0	8,550.00
Posts						
1	111404E	116"Alum Post DB			29.0	415.00
2	111404D	124"Alum Post DB	30.0	475.00	60.0	950.00
1	111404A	148"Alum Post DB			36.0	530.00
2	111404W	156"Steel Post DB	92.0	555.00	184.0	1,110.00
Slides						
1	130390A	Double Swoosh Slide			174.0	3,155.00

PlayCAD Quote

Date:03/17/2025

Rep Organization: Gerber Leisure
Products, Inc.

Quote No: Grundahl Park

By:KLP

Contact Person: Kyla Reamon

Project Title: Grundahl Park

Location: Mount Horeb, WI

PlayBooster (2-12 years)						
PHASE-1 Direct Bury Mixed Material			UNIT		TOTAL	
QTY	NO.	DESCRIPTION	WEIGHT (lb)	PRICE (US \$)	WEIGHT (lb)	PRICE (2025)
		72"Dk DB ¹				
1	123333A	Rollerslide 40"Dk DB			364.0	10,090.00
1	123337A	Single Slide 48"Dk DB			94.0	2,090.00
Freestanding Play Custom						
1	CP011058	DBL BOBBLE RIDER™ FOR USE WITH CUSTOM DIGIFUSE® IMAGE PLATES DB for use with CP011060 or CP011061 art upcharge			133.7	3,445.00
1	CP011061	UPCHARGE CUSTOM DIGIFUSE® DBL BOBBLE ART (APPROVAL REQ'D) Custom for (2) DigiFuse® ready plates. For use with CP011058 or CP011059 Dbl Bobble Rider™, *Panel Only*. use blank plate 246945			4.1	385.00
Motion & More Fun						
1	152179A	Saddle Spinner DB 12"Height			40.0	990.00
1	277369A	WhirlyQ Spinner SM Only			995.0	17,650.00
Signs						
1	355992A	Symbol Communication Sign English-English w/2 Post DB			77.0	2,190.00
1	182503C	Welcome Sign (LSI Provided) Ages 5-12 years Direct Bury			24.0	0.00
Site Furnishings						
1	141683A	72" TenderTuff Bench w/Back No Armrests DB			121.0	825.00
Swings						
4	174018A	Belt Seat ProGuard Chains for 8' Beam Height	8.0	165.00	32.0	660.00
1	176038G	Full Bucket Seat ProGuard Chains for Toddler Swing			11.0	460.00
1	218671C	Molded Bucket Seat (2-5 yrs) w/Harness ProGuard Chains for 8' Beam Height			50.0	1,140.00
1	177351A	Molded Bucket Seat (5-12 yrs) w/Harness ProGuard Chains for 8' Beam Height			48.0	1,140.00
1	177332A	Single Post Swing Frame			213.0	1,630.00

PlayCAD Quote

Date:03/17/2025

By:KLP

Project Title: Grundahl Park

Rep Organization: Gerber Leisure Products, Inc.

Contact Person: Kyla Reamon

Quote No: Grundahl Park

Location: Mount Horeb, WI

PlayBooster (2-12 years)						
PHASE-1 Direct Bury Mixed Material			UNIT		TOTAL	
QTY	NO.	DESCRIPTION	WEIGHT (lb)	PRICE (US \$)	WEIGHT (lb)	PRICE (2025)
2	177333A	8' Beam Height Only	129.0	1,210.00	258.0	2,420.00
		Single Post Swing Frame				
1	177337A	Additional Bay 8' Beam Height Only			31.0	670.00
		Toddler Swing Add-On Beam				

SUMMARY				WEIGHT (lb)	PRICE (2025)
PlayBooster (2-12 years) PHASE-1				8,367.8	134,340.00
Total Safety Zone Area = 3561 sq. ft.					

ALL PHASES	PlayBooster®	6,330.0	100,735.00
	Freestanding Play	2,037.8	33,605.00
	Total	8,367.8	134,340.00



















AGENDA ITEM REPORT

MEETING DATE	PREPARED BY
March 25, 2025	

AGENDA ITEM # 4.b

Consider recommendation of JSD for park master planning at former Lukken property

BACKGROUND

RECOMMENDATION

ATTACHMENTS

1. JSD proposal Lukken 2025



Request for Proposals

Master Plan, Concept Design and Grading Plan – Lukken Farm

January 17, 2025



TABLE OF CONTENTS

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1 – Qualifications

2 – Project Team

3 – Scope of Work

4 – Fee Proposal

5 – References

January 17, 2025



Nicholas Owen, Village Administrator
Village of Mount Horeb
138 E Main Street
Mount Horeb, WI 53572

RE: Request for Proposals – Master Plan, Concept Design and Grading Plan: Lukken Farm

Dear Mr. Owen:

On behalf of JSD Professional Services, we are pleased to submit our qualifications for professional landscape architecture master planning services for Lukken Farm for the Village of Mount Horeb. Our team is comprised of highly qualified and experienced personnel that are passionate about creating both passive and active outdoor spaces. This specific team was assembled to provide complementary skill sets that will address the scope of work outlined in the RFP and to achieve the best possible results. We adhere to the philosophy that public landscapes are vital to our communities' quality of life. It is our understanding that we will be working with the Village to develop a master plan that assesses the current conditions of the site, includes active community engagement, promotes sustainability and creates a park that includes diverse recreational opportunities for all age groups. The master plan will also include cost estimates and a phased implementation plan.

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 districts, 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.

JSD recognizes the importance of character and environment achieved by well-designed accessible public spaces, engaging sport facilities, and recreational amenities that are an extension of home and are proven to be vital to the continued success of any community. As planners, we believe that true sustainability requires considering all aspects of a project's planning, development, and impact.

We are extremely excited to have an opportunity to affect the quality of life for the people who work, play, and live in Mount Horeb and are committed to meeting your project needs, goals, and schedules. We trust you will find our qualifications match your project needs, and we look forward to further discussing our experience.

I would serve as the Project Manager for this master plan and you have my personal commitment that we will deliver successful results with the goal of exceeding your expectations. Please feel free to contact me at #630-362-6681 or via email, lori.vierow@jsdinc.com, if you have any questions or require any additional information.

Sincerely,

A handwritten signature in blue ink that reads 'Lori Vierow'. The signature is fluid and cursive, with the first name 'Lori' and last name 'Vierow' clearly distinguishable.

Lori Vierow, PLA, ASLA, LEED AP BD+C
Senior Landscape Architect
JSD Professional Services, Inc.
lori.vierow@jsdinc.com





1

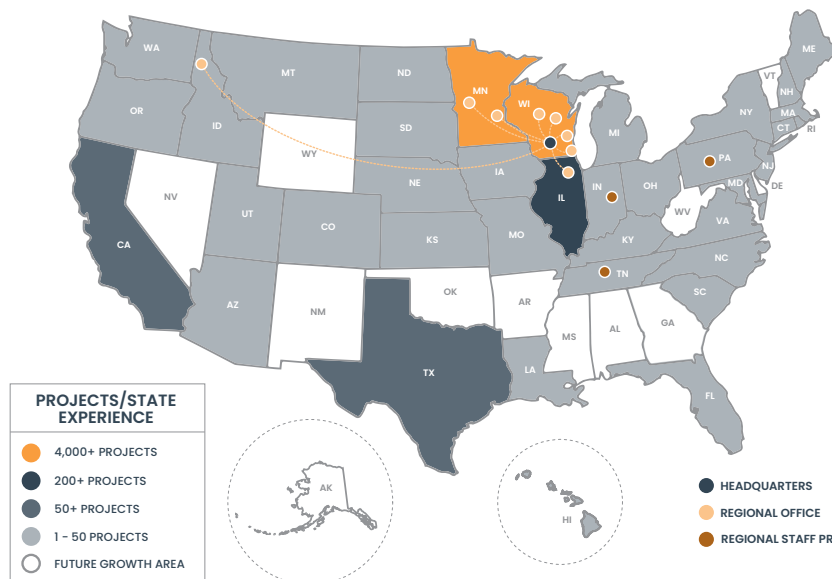
Qualifications



JSD Professional Services, Inc. (JSD), has grown from one office with two employees to six offices across three states. Strategically placed to serve local, regional and national clients, JSD's staff includes civil and structural engineers, surveyors, planners and landscape architects who are all focused on delivering exceptional services from project concept through ribbon cutting.

Our multi-disciplined approach provides our clients with a coordinated team of specialists who have a broad knowledge base in creative design, site evaluation, project financing, municipal entitlements, land survey documentation, site infrastructure, municipal infrastructure and construction.

Mission: To enhance our communities through creative, passionate and inspired services



SERVICES

- Civil Engineering
- Land Surveying & Mapping
- Landscape Architecture
- Planning & Development Services
- Environmental Services
- Construction Services
- Transportation Engineering
- Structural Engineering
- Water Resources

80+
TEAM
MEMBERS



25+
INDUSTRY AWARDS
Since 2015

OUR VALUES



Passion

Teamwork, respect and commitment to staff, clients and our community



Innovation

Intellectual collaboration through creativity and technology



Service

A commitment to client-centered solutions through trust, quality and experience



Integrity

An unimpaired focus on doing the right thing

REGIONAL OFFICES

Madison, WI

507 W. Verona Ave, Suite 500
Verona, WI 53593 | (608) 848-5060

Milwaukee, WI

W238 N1610 Busse Rd, Suite 100
Waukesha, WI 53188 | (262) 513-0666

Wausau, WI

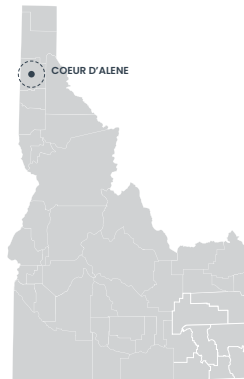
7402 Stone Ridge Dr, Suite 4
Weston, WI 54476 | (715) 298-6330

Appleton, WI

3215 W. Lawrence St, Suite 6
Appleton, WI 54914 | (920) 733-2800

Chicago, IL

1400 E. Touhy Ave, Suite 215
Des Plaines, IL 60018 | (312) 644-3379

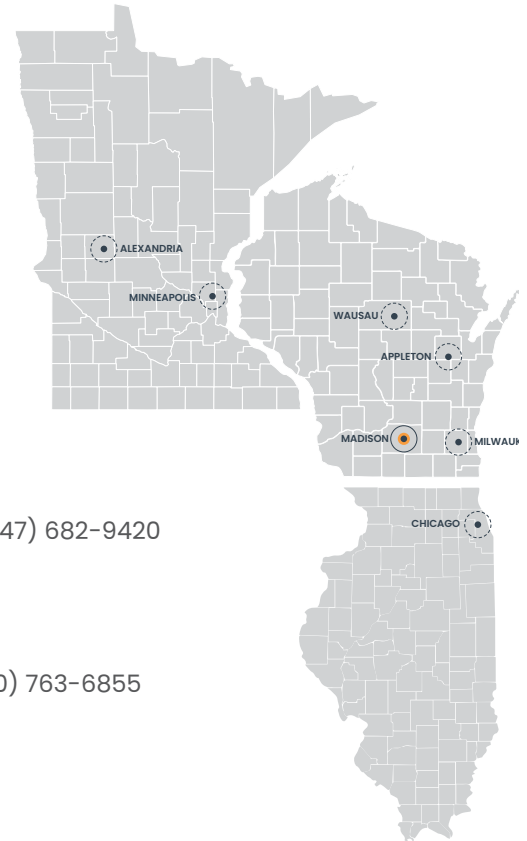


Coeur d'Alene, ID

418 E. Lakeside Ave, Suite 114
Coeur d'Alene, ID 83814 | (847) 682-9420

Alexandria, MN

1206 3rd Ave. East
Alexandria, MN 56308 | (320) 763-6855



Firm Information

MISSION STATEMENT

“To enhance our communities through creative, passionate and inspired services.”

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.

COMMITMENT TO SERVICE

JSD Professional Services, Inc. (JSD) was established in 1988 as Jenkins Survey and Design and is a corporation. JSD’s 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.

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.

Y

FIRM QUALIFICATIONS

For over 25 years, our staff has provided creative master planning, design services and construction documents 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 **create distinctive places that connect communities and engage people with the outdoors**. JSD's landscape architects consider all aspects of site development. From inception through completion, your project is based on a smart, savvy and sensible foundation. Our collaborative team brings the technical expertise, resources, and creativity required to develop innovative solutions. Each project is tailored to our client's objectives and budget, and is responsive to the environment in which it is located.

We believe that community based planning efforts result in inspired visions that connect people, places and environments. Places that people cherish and thrive in are ultimately achieved via rigorous and thoughtful dialog across disciplines. We are very familiar with park and recreation agency projects and how to work effectively with established design requirements and key stakeholders who are typically involved.

Our project team's relevant experience includes:

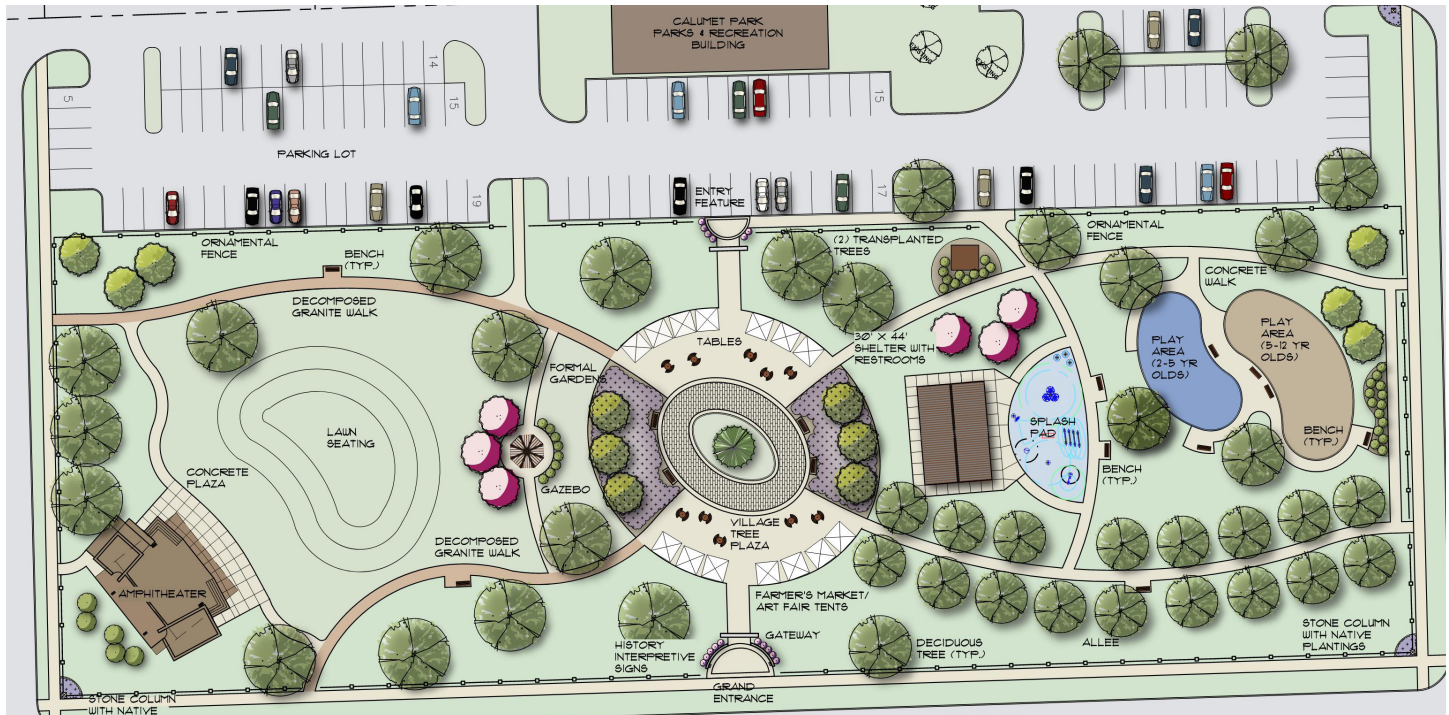
- Creative Play Areas
- Passive Recreation Parks
- Inclusive Playgrounds
- Urban Plazas/Memorials
- Comprehensive Master Plans
- Therapy Gardens
- Educational Gardens
- Municipal Review/Inspection Services
- Construction Documents
- Nature Trails & Greenways
- Splash Pads
- Athletic Fields/Sports Facilities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

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

The list below highlights the JSD Team's relevant project experience in the preparation of Park Master Plans.

- Hodag Park Master Plan, Rhinelander, Wisconsin
- Campbell Park Master Plan, Baraboo, WI
- Reddan Sports Complex, Verona, Wisconsin
- Ballpark Commons, Franklin, Wisconsin
- Village Green Master Plan, Calumet Park, IL
- Muir Park Master Plan, Prospect Heights Park District, IL
- Grosse Pointe Park Master Plan, Vernon Hills Park District, IL
- Heritage Park, Village of Homer Glen, Illinois
- Fine Arts Center Feasibility Study & Master Plan, St. Charles, IL
- O'Neil Park Master Plan, Bloomington Parks, Recreation and Community Arts Department, IL
- Village Green & Amphitheater, Village of Hoffman Estates, Illinois

Parks & Recreation



Project Completion: 2023



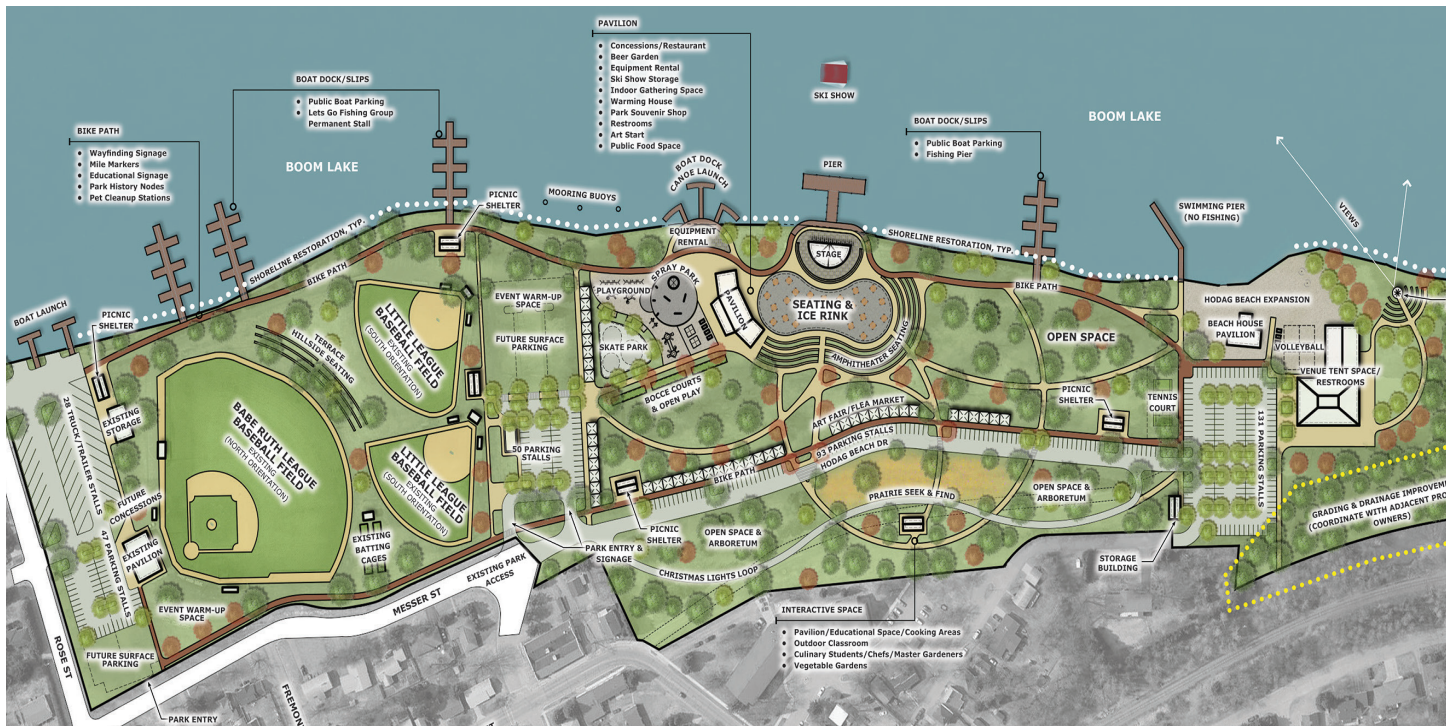
An exciting children's play environment includes a splash pad, large shelter, and play equipment for 2-12 years olds.

JSD served on the design team along with the architect for the development of the Village Green Master Plan. JSD's landscape architects took the lead role in the site planning and landscape architecture design. Opinion of probable construction costs were developed, including phasing options. The Village was awarded a \$3,000,000 tourism grant to help fund the project.

Hodag Park Master Plan

RHINELANDER, WISCONSIN

Parks & Recreation



Client: City of Rhineland

Project Size: 29 Acres, \$6 million

Project Completion: 2019 - Ongoing

JSD developed the Hodag Park Master Plan for the City of Rhineland 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 Rhineland, Wisconsin, provides outdoor space opportunities to many user groups as the largest park in Rhineland, and 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; 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, maintenance/storage and much more.

Opinion of probable construction costs were developed, including phasing options



Create the vision...tell the story

Campbell Park Master Plan

BARABOO, WISCONSIN

Park and Recreation



Client: City of Baraboo, WI

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. Opinion of probable construction costs were developed, including phasing options

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



Create the vision...tell the story

Parks & Recreation



Conceptual Cost: \$9 Million

The Final Master Plan included the renovation of the park site and existing aquatic facility. The process began with public engagement, led by JSD, and three concept designs which were developed based on staff and stakeholder input. The team also prepared cost estimates, imagery boards, and associated management and operations plan.



Heritage Park: Village Green Master Plan

HOMER GLEN, ILLINOIS

Parks & Recreation



Client: Village of Homer Glen

Project Size: 9 Acres, \$3.7 Million

Project Completion: 2019 - 2021

JSD's landscape architects worked alongside TRIA Architecture for the design of the second phase of Heritage Park master plan. 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 also assisted with the design of the next phase of the park, which includes a sled hill, splash pad, Village Hall renovations and Veterans Memorial.

Opinion of probable construction costs were developed, including phasing options



Create the vision...tell the story



2

Project Team

PROJECT TEAM

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 **Luken Farm**. Our Team's relevant experience includes extensive experience in recreation and athletic facility planning services, unique public involvement expertise, and the ability to meet aggressive schedules, as well as the preparation and management of an impressive array of public facility projects. From the development of recreation master plans 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, time-line and budget. The JSD Team'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.

**Below are the *key staff members* that will assist on your project;
the following resumes document the experience of our entire team.**

Project Manager: Lori Vierow – Lori has over 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 designs that are unique and tailored to fit each community. Lori has also authored successful Illinois Department of Natural Resources grants (OSLAD and PARC), Community Development Block Grants (CDBG), Baseball Tomorrow Fund, Department of Commerce and Economic Opportunity (DCEO) Grants, Illinois Bicycle Path Grants, and Illinois Museum grants for recreation agencies.

Lori will serve as your Project Manager, and she will be your primary point of contact throughout the design process. She will be responsible for the day to day management of project tasks, each project deliverable and our project team members. As project manager, she will be responsible for the public facilitation, development of design alternatives, the final plan development, quality control and overall team management. Her 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.

Landscape Architect III: Sarah Dreier – Sarah's experience includes the development of landscape master plans and construction documents for projects ranging from public parks and playgrounds to commercial and residential developments. Sarah has also assisted with the writing of grant applications for multiple agencies, including OSLAD, CDBG, DCEO, and PARC grant submittals. Sarah will provide design and graphic support for the park development, as well as participate in the public facilitation meetings.

Planner: Joshua Donaldson – Joshua's interest in park planning and design was heavily influenced early in his career while interning for the City of Spokane's Parks Department, whose original park system was developed by the Olmsted Brothers. Joshua will support various park master planning tasks, in particular, he will focus on any trails or bike/pedestrian planning, and land use/regulatory considerations. Joshua will play a significant role in the park system-related GIS inventory, mapping, and analysis, utilizing the expertise he has garnered from working on a variety of long-range planning initiatives.



LORI VIEROW, PLA, ASLA, LEED AP BD+C

Senior Landscape Architect

lori.vierow@jsdinc.com

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

Iowa State University - Ames, IA

- Bachelor of Landscape Architecture, 1992

REGISTRATION

- Registered Landscape Architect: State of Illinois #157-001163
- Registered Landscape Architect: State of Wisconsin #774-14 LEED AP BD+C #10318178

AFFILIATIONS

- American Society of Landscape Architects (ASLA)
- United States Green Building Council (USGBC)
- National Recreation and Park Association (NRPA)
- Illinois Park and Recreation Association (IPRA)

RELEVANT PROJECT EXPERIENCE

Parks & Recreation

- Village Green Master Plan, Calumet Park, IL
- Campbell Park Master Plan, Baraboo, WI
- Heritage Park Village Green, Village of Homer Glen, IL
- Burning Bush Trails Park, River Trails Park District, Mount Prospect, IL
- Pioneer Park, Broadview Park District, Broadview, IL
- Dog Park Master Plan, Vernon Hills Park District, Vernon Hills, IL
- O'Neil Park Master Plan, City of Bloomington, IL
- Breiter-Palm "Playground for Everyone" Park, Bensenville, IL
- Kracklauer Park All-Inclusive Playground, Mundelein, IL
- Longmeadow Park, Mundelein Park & Recreation District, Mundelein, IL
- Leo Leathers Park, Mundelein Park & Recreation District, Mundelein, IL
- West Side Park, City of Morris
- Aspen Trails Park, River Trails Park District, Mount Prospect, IL
- Washington Commons, River Forest Park District, River Forest, IL
- Memorial Park, Community Park District, La Grange Park, IL
- Pickleball & Tennis Feasibility Study, Prospect Heights Park District, Prospect Heights, IL
- Willow Trails Park, River Trails Park District, Mount Prospect, IL
- Beach Oak Park, Community Park District, La Grange Park, IL
- O'Neil Park Master Plan, Bloomington Parks, Recreation & Community Arts Department

Grant Writing Experience

- West Side Park, City of Morris
- Willow Trails Park, River Trails Park District, Prospect Heights, IL
- Sunrise Park, Bensenville Park District, Bensenville, IL
- Sharp Park, Memorial Park District, Bellwood, IL
- Burning Bush Trails Park, River Trails Park District, Mount Prospect, IL
- Pioneer Park, Broadview Park District, Broadview, IL



Sarah Dreier, PLA, CPSI

Landscape Architect III

sarah.dreier@jsdinc.com

With more than 15 years of experience, Ms. Dreier fulfills the role of Landscape Architect for JSD's landscape architecture division, contributing her ability to a variety of projects throughout the office. She is a proven thinker, collaborator and leader with experience in both public- and private-sector clients, yielding skills that facilitate an enriched project process. Ms. Dreier provides creative ideas and design leadership to a range of planning and design projects at JSD.

EDUCATION

Iowa State University - Ames, Iowa
 • Bachelor of Landscape Architecture, 2006

REGISTRATION

- Professional Landscape Architect: State of Illinois #157-001690
- Professional Landscape Architect: State of Indiana #LA22000003
- Certified Playground Safety Inspector: #41454-0421

AFFILIATIONS

American Society of Landscape Architects (ASLA) Illinois Chapter

RELEVANT PROJECT EXPERIENCE

Parks & Recreation

- Orchard Park Splash Pad, Palos Heights, IL
- O'Neil Park Master Plan, City of Bloomington, IL
- Lake Park Splash Pad, Des Plaines Park District, Des Plaines, IL
- Memorial Park, Community Park District Park, La Grange Park, IL
- Kracklauer Park All-Inclusive Playground, Mundelein, IL
- Longmeadow Park, Mundelein Park & Recreation District, Mundelein, IL
- Washington Commons, River Forest Park District, River Forest, IL
- Aspen Trails Park, River Trails Park District, Mt. Prospect, IL
- Telulah Park, Appleton, WI
- William G. Yena Park, Community Park District, La Grange Park, IL
- Breiter-Palm Park, Bensenville Park District, Bensenville, IL
- Wedgewood Park, Prospect Heights Park District, Prospect Heights, IL
- Campbell Park Master Plan, Baraboo, WI
- Willow Trails Park, River Trails Park District, Mount Prospect, IL
- Heritage Park Active Core, Village of Homer Glen, IL
- Beach Oak Park, Community Park District, La Grange Park, IL
- Laschen Park, Vernon Hills Park District, Vernon Hills, IL
- Carolshire Park, Carol Stream Park District, Carol Stream, IL
- Unity Garden, Oak Brook Park District, Oak Brook, IL
- Larson Park, Sycamore Park District, Sycamore, IL
- Lewis Park, Tinley Park Park District, Tinly Park, IL
- Roesner Park, Midlothian Park District, Midlothian, IL

Grant Writing Experience

- Kracklauer Park, Mundelein Park & Recreation District, Mundelein, IL
- William G. Yena Park, Community Park District, La Grange Park, IL
- Wedgewood Park, Prospect Heights Park District, Prospect Heights, IL
- Willow Trails Park, River Trails Park District, Prospect Heights, IL
- Aspen Trails Park, River Trails Park District, Mount Prospect, IL



MATT AMMEL

Landscape Designer II

matt.ammel@jsdinc.com

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

University of Wisconsin-Madison,
Madison, WI

- Bachelor of Science in
Landscape Architecture, 2021

RELEVANT PROJECT EXPERIENCE

- Campbell Park Master Plan, Baraboo, WI
- Kracklauer Park All-Inclusive Playground, Mundelein, IL
- The Broadacre Apartments, Oak Creek, WI
- Dog Park Master Plan, Vernon Hills Park District, Vernon Hills, IL
- 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
- Marshfield Micro Clinic, Lake Hallie, WI
- Madison Fire Station no. 6, Madison, WI



JOSHUA DONALDSON, AICP, PLA

Planner & Landscape Architect

joshua.donaldson@jsdinc.com

EDUCATION

University of Wisconsin,
Madison – Madison, WI

- Masters of Science in
Urban and Regional
Planning, 2011

Washington State
University

- Bachelors of
Landscape
Architecture, 2009

With nearly 15 years of experience, Mr. Donaldson has had varying roles and responsibilities including project management, facilitation of public participation, GIS analysis, schematic design, design development, and planting design/compliance. His experience also focuses on entitlement work, parking studies, code writing, comprehensive planning, corridor/bike/pedestrian planning, and park planning. He strives to utilize his training and experience as a landscape architect and urban planner to make meaningful contributions that result in a lasting improvement of the built environment, while being responsible to the interest of the clients and the communities.

RELEVANT PROJECT EXPERIENCE

Parks & Recreation

- Brushy Creek Dog Park, Cedar Park, TX*
- Georgetown Parks and Recreation Master Plan Update, Georgetown, TX*
- Kingsville Parks and Recreation Master Plan, Kingsville, TX*
- Sweetwater Parks Master Plan, Sweetwater, TX*
- Galveston County Parks Master Plan Update, Galveston County, TX*

Mobility/Bike & Pedestrian

- CAMPO Regional Active Transportation Plan, Austin, TX*
- Edinburg Bicycle and Pedestrian Master Plan, Edinburg, TX*
- Harlingen – San Benito MPO Bicycle and Pedestrian Master Plan Master Plan, Harlingen, TX*
- TxDOT El Paso District Alternative Transportation Study, El Paso County, TX*



ERIC DRAKAS, PE

Project Engineer I

eric.drakas@jsdinc.com

With over seven years of experience, Mr. Drakas' emphasis is in land development, specializing in site layout, grading, utilities, and stormwater management. He also has experience utilizing AutoCAD Civil 3D to prepare land development and recreation construction plans.

EDUCATION

University of Wisconsin,
Madison – Madison, WI

- Bachelor of Science
in Civil Engineering
and Environmental
Engineering, 2017

REGISTRATION

Professional Engineer,
2023, WI, 100584-6

RELEVANT PROJECT EXPERIENCE

- 16" Softball Fields, Park District of Forest Park, Forest Park, IL
- Pioneer Park, Broadview Park District, Broadview, IL
- Sunrise Park, Bensenville Park District, Bensenville, IL
- Orchard Park Splash Pad, Palos Heights, IL
- Wedgewood Park, Prospect Heights Park District, Prospect Heights, IL
- William G. Yena Park, Community Park District, La Grange Park, IL
- Kracklauer Park All-Inclusive Playground, Mundelein Park & Recreation District, Mundelein, IL
- Sharp Park, Memorial Park District, Melrose Park, IL
- Willow Trails Park, River Trails Park District, Mount Prospect, IL
- Beach Oak Park, Community Park District, La Grange Park, IL
- Fox Highlands Phase 2 Residential Subdivision, Greenville, WI
- Afry – GPI Paper Machine Development, Waco, TX
- Telulah Park Pickleball Courts, Appleton, WI
- Greater Heights Climbing Gym, Fitchburg, WI
- The Austin Company – Fair Oaks Food Plant, Davenport, IA



3

Scope of Work

“It is a true pleasure to work with your landscape architects, Lori and Sarah. They are creative professionals who are obviously dedicated to landscape architecture. We always have fun conversation along with all the planning and organizing. They have been highly involved and communicative throughout and we enjoy working with them and JSD.”

Bret Fahnstrom
Executive Director
River Trails Park District

Methodology and Process:

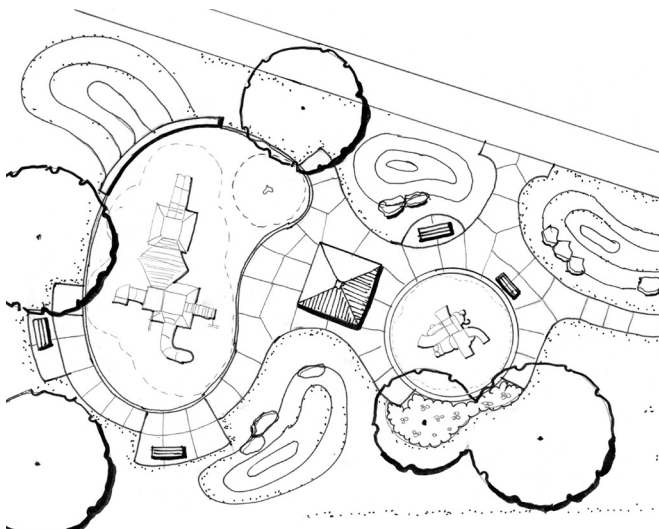
Our approach and methodology is based on our experience developing award-winning parks with the integration of public involvement as well as respecting the natural environment. JSD will use our expertise to help create a vibrant park renovation that improves and create opportunities for social interaction, community activities, and both active and passive recreation opportunities for residents of all ages. We will work with the Village and the public to solidify the recreation goals of the master plan of **Lukken Farm**.

PROJECT UNDERSTANDING

The Village of Mount Horeb is a community of approximately 8,000 residents in western Dane County. The Village recently purchased a 137-acre farm in the Town of Blue Mounds, adjacent to the northeast side of the Village, at the intersection of STH 78 and CTH S, from the Lukken Family. The Village intends to develop approximately 20 acres of the farm as active parkland to meet the recreation needs of a growing community. The 20 acres is located on the western most portion of the property and includes the existing house and outbuildings.

The Village's 2020 Comprehensive Outdoor Recreation Plan and the Village Parks, Recreation and Forestry Commission have identified several elements to potentially include in the design for this park property, including soccer fields, football fields, park shelter, parking, playground equipment, multi-purpose trail, and pickleball courts.

Per the scope of services provided in the RFP, the JSD Team proposes the following approach.



TASK ONE: DUE DILIGENCE/SITE ANALYSIS

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 site, and establish a firm working partnership with all individuals who will be involved in the park master planning. We will also evaluate project needs, goals, and the future vision of **Lukken Farm**, including the economic feasibility to ensure the emerging program takes full advantage of the site's potential.

DATA COLLECTION/ANALYSIS

The **JSD team** will visit the site 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, storm water management, soil information, and infrastructure that exist, which may affect the proposed plan through an in-depth on-site analysis. This includes the review of the **2020 Comprehensiveness Outdoor Recreation Plan**. 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. Upon gathering and reviewing the background data and existing conditions, our team will prepare a base map.

JSD's surveyors will prepare an existing conditions/topographic survey for Lukken Farm.

Task One Deliverables:

- Final Project Schedule
- Base Map
- Existing Conditions Survey
- Meeting Summary

TASK TWO: COMMUNITY ENGAGEMENT

Public engagement is critical to developing the final design that reflects the community goals and builds consensus among stakeholders for **Lukken Farm**. The proposed Community Engagement Strategy focuses on understanding the community, and includes involving the Village Board, Village Engineer, Village Parks, Recreation and Forestry Commission, recreational organizations, park users, community residents, and key staff in a dynamic planning process. We will work with Village staff to ensure there is a balanced representation from Mount Horeb, including user groups, and residents from all sectors of the community. Public engagement is critical to developing a master plan that reflects community goals and build consensus among stakeholders.



A. Community Workshops

The first community workshop will be held early in the planning process but not before the completion of pre-planning activities and at least some of the data analysis, inventory, and assessment have been completed. The workshop will begin with a brief presentation followed by small group exercises designed to solicit input and suggestions for the park facilities. The second community workshop will occur to present the draft conceptual plans to the residents.



B. Project Web Page/Social Media

We will assist the Village with creating a project-specific web page and establish social media outlets (Instagram/ Facebook) to help introduce the public to the planning process and keep them apprised of our progress. The website will host approved interim deliverables, announce dates for meetings, and link to social media sites and survey information. Our social media campaign will be an important component of this program – particularly to engage residents who may have been unable to attend prior public engagement events – and will include a plan for harvesting and managing public input for inclusion in the deliverable documents. This will also maximize the potential for participation from all age segments.

COMMUNITY MEETING #1

The JSD Team will co-host a Community Workshop to gather input from the community regarding the desired improvements, and potential layout of the amenities. The meeting format will allow residents to ask questions and offer input.

VILLAGE STAFF REVIEW MEETING

We will meet with Village staff to review the findings and discuss the community engagement results. Upon review, we will gain authorization to proceed with the conceptual plan development.

Task Two Deliverables:

- Presentation Graphics
- Social Media Graphics
- Meeting Summaries

TASK THREE: CONCEPT DEVELOPMENT

JSD will conduct an internal design charrette to develop two (2) preliminary concept plans for the Lukken Farm site including imagery exhibits. The preliminary concept plans will be based on information received during community engagement, and will address ADA accessibility, incorporate sustainable practices, improve security, and include diverse and creative spaces to foster social interaction within the park. Opinion of probable cost estimates will be considered throughout the development of the concept plans, including phasing options for the development,

VILLAGE STAFF REVIEW MEETING

We will meet with Village staff to present the two preliminary concept plans and consider suggested revisions. Upon input received, we gain authorization to present the plans to the community.

COMMUNITY MEETING #2

The JSD Team will co-host a Community Workshop to present the conceptual designs, renderings, and imagery boards. The purpose of the Community Workshop is to receive input regarding the desired improvements, and potential layout of the amenities. The meeting format will allow residents to ask questions and offer input. Based on the community's input, we will select one concept plan or combine elements from each plan and prepare a Final Master Plan.

Task Three Deliverables:

- Concept Plans/Imagery Exhibits
- Meeting Summaries

TASK FOUR: FINAL MASTER PLAN

The Final Master Plan will be based on information received from the Village staff, and the community. The Final Master Plan will also include a grading plan of the proposed park layout. We will gain authorization to proceed with the presentation of the Final Master Plan to the community.

COMMUNITY MEETING #3

Our project team will present the Final Master Plan including a revised cost estimate to the Village of Mount Horeb community. The Final Master Plan will include a rendered, mounted plan which details the ultimate vision for the future development of Lukken Farm.

COST ESTIMATES

Cost estimates for proposed capital improvements will be provided as a tool to establish priorities, identify phases, and pursue funding. Cost estimates will be tied to an illustrated map identifying the location, size, quantity, and total costs of each proposed improvement. Cost estimates will be tied back to the prioritized implementation plan identifying short-term, mid-term, and long-term goals allowing for flexibility and planning of implementation.

FUNDING ALTERNATIVES

Throughout the planning process, our project team will work with the Village staff to identify viable funding alternatives to accelerate investment in the park development. New or alternative funding sources will be identified as appropriate, including grants, foundations, sponsorships, donor programs, and/or partnerships.

VILLAGE BOARD MEETING

THE JSD Team will present the Final Master Plan to the Village Board. Following successful adoption of the Lukken Farm Master Plan, deliverables will be provided to the Village.

Task Four Deliverables:

- Final Master Plan
- Opinion of Probable Cost Estimate
- Meeting Summaries

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 development of the Lukken Farm Master Plan for the future of its community.

Our Team is comprised of highly experienced professionals in the fields of planning, landscape architecture, public facilitation, civil engineering, surveying, and grant administration. 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.

4

Fee Proposal

Fee Proposal:

Thank you for allowing the JSD Team with the opportunity to submit to the Village of Mount Horeb this proposal for the master plan development of Lukken Farm Park.

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.

FEE SCHEDULE

FEE

TASK ONE: DUE DILIGENCE/SITE ANALYSIS	\$12,600.00
Project Kick-off Meeting	
Site Visit/Analysis	
Existing Conditions Survey (20-acre)	
Base Map	
Meeting Summaries	
TASK TWO: COMMUNITY ENGAGEMENT	\$ 3,000.00
Community Workshop	
Social Media	
Meeting Summaries	
TASK THREE: CONCEPT DEVELOPMENT	\$ 5,000.00
Preliminary Conceptual Plans	
Client Review Meeting	
Community Meeting	
Meeting Summaries	
TASK FOUR: MASTER PLAN	\$ 3,000.00
Community Meeting	
Final Master Plan	
Phasing Plan	
Opinion of Probable Cost Estimate	
Village Board Meeting	
PROJECT TOTAL	\$ 23,600.00

ADDITIONAL SERVICES

Services requested by the Client falling outside the Scope of Basic Services described above shall be considered Additional Services. Adjustments to the fee for extra services will be via Contract Amendment on a time and materials basis. All Contract Amendments and any increase in costs or fees over the amounts set forth above must be preapproved by the Client in writing. Additional Service requests will be completed at our standard hourly rates effective at the time of contract execution plus reimbursable expenses or on a fixed fee basis where a substantial scope of work can be clearly defined in advance.



5

References

We encourage you to contact the following references who are familiar with our level of service and commitment to delivering successful project results. We are confident you will find their perception of the service provided to be exceptional. You also can expect to receive the highest level of service, commitment and attention to detail necessary for the improvements planned for the Village of Mount Horeb.

Reference #1

Village Green Master Plan

Village of Calumet Park

Jonathan Shaw, Director of Parks & Recreation

12426 S. Loomis St., Calumet Park, IL 60827

dirjshaw@calumetparkvillage.org

708-926-7441

Team members:

Lori Vierow, Sarah Dreier, and TRIA Architecture

Reference #4

O'Neil Park Master Plan

City of Bloomington

Eric Veal, Director of Parks and Recreation

115 E Washington St Ste 103, Bloomington, IL 61701

eveal@cityblm.org

(309) 434-2260

Team members:

Lori Vierow, Sarah Dreier, and GreenPlay

Reference #2

Campbell Park Master Plan

City of Baraboo

Rob Nelson, Mayor

101 South Blvd, Baraboo, WI 53913

rnelson@baraboo.wi.gov

608-355-2715

Team members:

Lori Vierow, Sarah Dreier, and Matt Ammel

Reference #5

Hodag Park Master Plan

City of Rhinelander

Daniel Guild

135 South Stevens Street, Rhinelander, WI

daniel.guild@gmail.com

715-370-8071

Team members:

Lori Vierow, Sarah Dreier

Reference #3

Heritage Park Village Green Master Plan

Village of Homer Glen/TRIA Architecture

James Petrakos, Principal

901 McClintock Drive, Suite 100, Burr Ridge, Illinois 60527

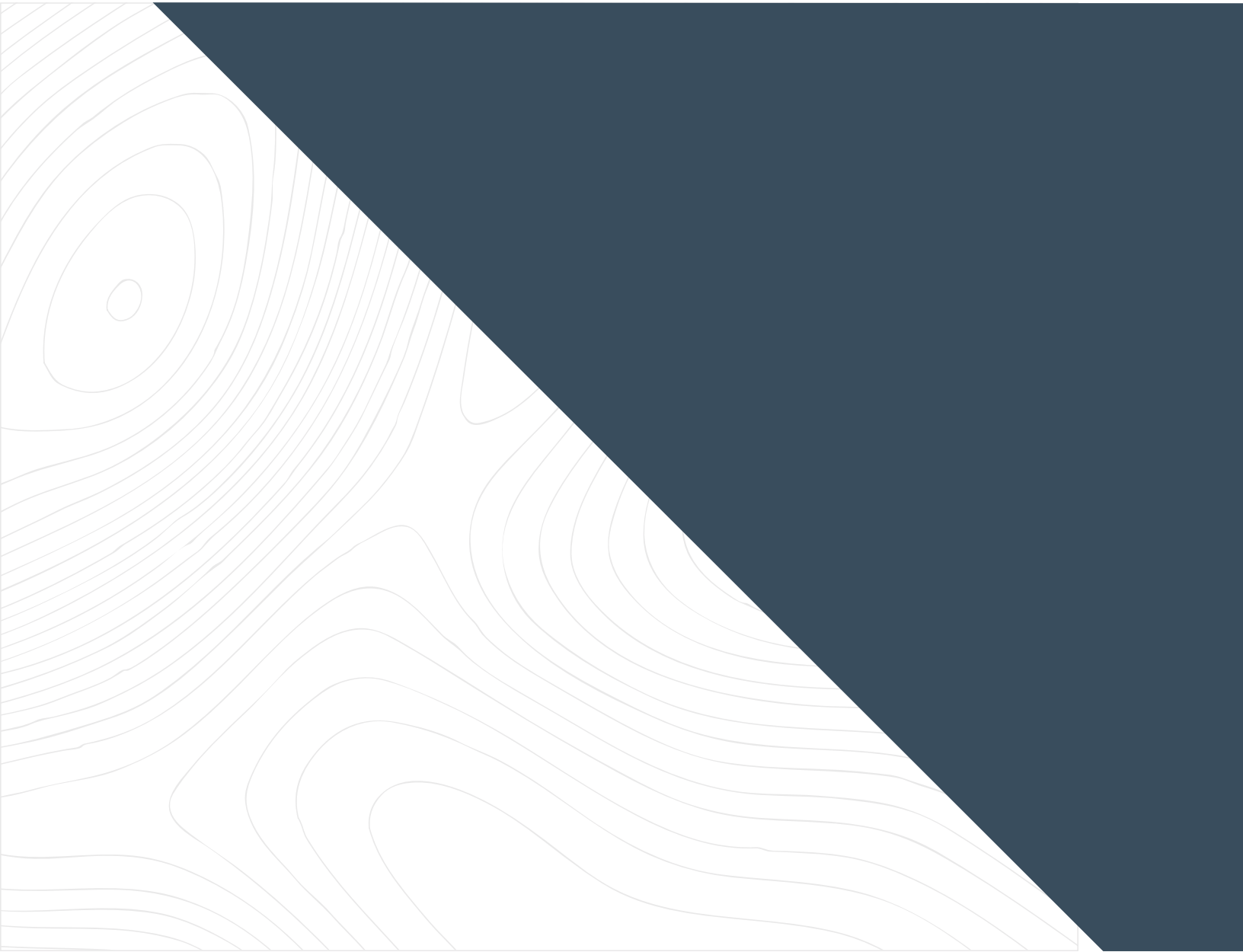
630-455-4500

JPetrakos@tria-arch.com

Team members:

Lori Vierow, Sarah Dreier, and Eric Drakas





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Planners • Engineers • Landscape Architects • Surveyors



AGENDA ITEM REPORT

MEETING DATE	PREPARED BY
March 25, 2025	

AGENDA ITEM # 4.c

Discuss Grundahl Park storage needs with Summer Frolic Committee

BACKGROUND

RECOMMENDATION

ATTACHMENTS

None



AGENDA ITEM REPORT

MEETING DATE	PREPARED BY
March 25, 2025	
AGENDA ITEM # 4.d	
Discuss electrical issues at the Grundahl ball diamond building	
BACKGROUND	
RECOMMENDATION	
ATTACHMENTS	
None	



AGENDA ITEM REPORT

MEETING DATE

March 25, 2025

PREPARED BY

AGENDA ITEM # 4.e

Consider replacing basketball goals at Ibinger Ridge Park and Valley View Park

BACKGROUND

The Goalsetter adjustable basketball goal at Ibinger Ridge Park and two goals at Valley View Park are broken and cannot be adjusted for height. Two of them are stuck at about 11'. The goals have been installed since 2008. In recent years, we have replaced the Goalsetter goals at Grundahl and Lion's Park due to the same issue with the internal jack system. We replaced the Goalsetter goals with Proformance brand goals from Play N Wisconsin. These goals have worked well and have an external jack system which is easier to replace if necessary.

The new goals are \$3144 each which includes freight and installation. I recommend replacing the three goals with a total cost of \$9382 and funding it with Park Development funds.

RECOMMENDATION

ATTACHMENTS

None



AGENDA ITEM REPORT

MEETING DATE

March 25, 2025

PREPARED BY

AGENDA ITEM # 4.f

Mount Horeb Area Community Garden Annual Report presentation

BACKGROUND

RECOMMENDATION

ATTACHMENTS

1. Community garden annual report 3.2025

2024 was our 7th successful season in Himsel Park as a community garden!

Our **Board of Directors** doesn't meet in Dec. or Jan. so we are incredibly busy as we move into our spring planning. We sponsor and coordinate a **Seed Swap** each March in time to give out free seeds to start plants indoors and seeds that are planted when the soil temperatures get warm enough. This event is open to the public. Of those who attend, many share their seeds.

We have our **Annual Business Meeting** (per our by-laws) in March as well and follow with our monthly board meeting. We maintain a 5-6 member board to help problem-solve issues, create a monthly newsletter that we call the Leaflet, and carry on the business of the community garden. ELC allows us to meet there during cold and rainy days. And we meet in the park/garden during the nice days.

Registration is in early April, with most of our gardeners returning for another season. We are able to fill open plots with a wait list. Gardeners receive our **Rules and Guidelines** via email and sign up for a chore to maintain the community aspect of the garden and commit to 2 Work Party monthly events. This sharing of the workload makes it possible to **build community** among our gardeners and **educate** as often as we can.

May is our first big **Work Party** of the season and we had local straw delivered along with Purple Cow compost and everyone distributed this bounty to each plot. We also bring out of the shed our benches, hoses and holders, produce cleaning sink, and uncover our winter protected plantings. After tools are cleaned each fall, the key pad is removed from our garden shed and returned in the spring in time for planting (usually before the May Work Party). Water is turned on (Thanks, Jeff) after any danger of freezing and our gardeners get to "play in the dirt".

We continue to plant, maintain, and harvest a full plot for **Neighbors Helping Neighbors** and the **Senior Center**. In season, they each receive a weekly delivery. The MHHS Ag students planted our seeds in the greenhouse of starter plants for this plot. Hundreds of pounds of fresh produce are delivered each season.

We are moving ahead with the approved **Hawk Perch Pole project** using a grant from Sylvia Lowell in 2018 and wrote a grant from MHCF (received acceptance in Dec. and in-kind donations of a flagpole and base hole of 18"x 4' deep being drilled- thank you Jeff and your crew!). Installation will be this spring (second quarter).

The **power line** on the south side of Himsel Park was completely mowed down by Zielies Tree Service. We were told that they might spray to keep the growth down in ~5yrs. unless it was mowed by the Village. I requested to be put on a pesticide use call list before any spraying is done as the organic garden would be affected. The **poison ivy** that grows quite thick under the lines has been spreading and we decided to try an occultation method to set it back. We laid down cardboard and then set a few inches of wood chips over it to protect the children that play in the park and hopefully keep it from spreading into our goji bushes, pollinator flowers, and raspberries.

Our **Ruff Stuff compost** has been creating a nice amount of dirt to refill our raised beds, and fill in some of the lower areas of the garden. At the end of the season when we clean up the final garden refuse we are able to set it out at the curb for Village pick up. Thanks again, Jeff!! We also get loads of wood chips for poison ivy control and our pathways. We appreciate this work!

We are having trouble finding inexpensive **straw** for mulch this year – so if you have ideas we'll pursue them.

We are in the dreaming stage of putting up a **Little Free/Lending Library for Gardeners** and wonder if we can be approved for one before we continue.

We have a few **plots open** for new gardeners and one can get on our wait list at horebgarden@gmail.com.

We are keeping our **Edible Perennial Landscape** pruned, weeded, and maintained and hope to give a Community Garden **tour** in August. We have **educational signs** to put out to identify the plants that are thriving.

Thank you for the use of Himsel Park for another season and all of the support we have received over the years. It is our Happy Place!

Any questions?



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

March 25, 2025

Recreation Director's Report

1. March Program Numbers:

<u>Program Name</u>	<u>2025 Participants</u>	<u>2024 Participant Numbers</u>
Knitting Basics	Cancelled (low enrollment)	N/A (new program)
Live Sound 101	Cancelled (low enrollment)	N/A (new program)
Fit For Life Session #2	31	25
Toddler Yoga Session #4	3	N/A (new program)
Total Body Fitness Session #2	14	19
Water Exercise Session #2	19	N/A (was not offered last spring)

- Upcoming April Programs: Coding for Middle Schoolers 'The Sequel', Folk Art Play, Recording 101 Session #2, Martial Arts – Spring, YEL Track and Field Decathlon, YEL Robotics Session #2, Fun with Volleyball, Toddler Yoga Session #5, YEL Fencing Camp, Taekwondo Session #3, Babysitting Class, After School Art Class Session #2, and Grow Your Own Flower Garden.
- Bachmann Construction has started construction on the staff restroom. They have given a completion date of May 6th. I have also asked them to give me a quote for the foyer flooring to see if it could be an option to complete for this year.
- Our 2025 Summer Activity Guide is now available, and all programs are listed in ActiveNet. We had an excellent first day of registrations, with a total of 704 sign-ups. Of the 42 classes that have already reached capacity, 36 are swim lessons.
- CeCe sent out letters to businesses who want to advertise on the Grundahl Park and Sunrise Park Ball Field fences. We currently have four businesses who want to advertise at Grundahl and five that want to advertise at Grundahl and Sunrise.
- We are still in the process of interviewing summer staff. The only position we do not have any applications for is our Kids Camp Coordinator. We hope to have all summer staff hired by April.



Village of Mount Horeb

Public Services Department

138 E Main St
Mount Horeb, WI 53572
Phone (608) 437-3351/Fax (608) 437-3190
www.mounthorebwi.info

Parks, Recreation and Forestry Commission

March 25, 2025

Public Services Director's Report

- We have hired Chad Schult to replace Brian Haag's position as a parks maintenance crewperson. Chad will be starting April 7. He is currently working in facility maintenance for Dane County at the Alliant Energy Center. He is also a Sergeant, heavy equipment operator and generator mechanic for the Wisconsin Army National Guard and spent 16 years as a carpenter. Chad grew up in Mount Horeb and now lives near Dodgeville.
- Henry Arrigoni will be returning as a summer employee and we have a few applications submitted for the second summer position.
- I sent out RFP's for a facility analysis and space needs study for our current shop location. We will be having a walk-through of our facility for interested firms on March 27. Proposals are due April 18.
- We were able to take advantage of the nice weather and drag and roll all baseball infields once they dried out. We will continue to work on them as weather allows.
- R&R Doors is in the process of replacing all six overhead doors at our shop.
- In March, we received a new pickup truck and front mount mower for parks.
- Other tasks:
 - Street tree pruning
 - Small tree training pruning
 - Sanding and repainting picnic tables
 - Equipment maintenance
 - Repaired boards and stained the scorekeeper's building at Grundahl Park