



## **AGENDA**

### **Parks Committee**

Tuesday, April 16, 2024

8:00 am

5920 Tahoe Dr. SE

- ARTICLE 1.** Call to Order
- ARTICLE 2.** Approval of Agenda
- ARTICLE 3.** Public Comment (5 minutes/individual)
- ARTICLE 4.** Manager's Report
- ARTICLE 5.** Director's Report
- ARTICLE 6.** New Business
  - a) Cascade Recreation Park Renovation Proposal Discussion
- ARTICLE 7.** Old Business
  - a) Cascade Township Master Plan
  - b) Rules Discussion
- ARTICLE 8.** Other Business
- ARTICLE 9.** Adjournment

# Parks and Recreation Director's Report

April 2024

## Outreach/Partnerships

- Staff attended the West Michigan Trails Association's Annual Summit. Discussions exposed the stretch of pathway planned for Cascade as a lynchpin for the Grand River Greenway. Additionally, a cohesive signage plan was shared that can be utilized on Cascade Pathways.

## Volunteer Program

- For the first quarter of 2024 there have been nine Tuesdays at 10 workdays and two VIP workdays for a total of 157 hours.
- Workdays included:
  - Burton Park bittersweet treatment preparing for KCD foliar treatments
  - Bittersweet treatment on Camelback Bridge causeway
  - Japanese Barberry removal on old 28th
  - bittersweet removal from township parcel on Leyton
  - bittersweet and autumn olive removal at Peace Park
  - bittersweet, MF Rosa and honeysuckle at Cascade Recreation Park

## Committees

- Board of Trustees approved a resolution to dedicate to purchase of two trucks and one dump truck for Buildings and Grounds.

## Park Updates

- **Burton Park**
  - No updates at this time.
- **Cascade Park**
  - Three proposals were submitted for the development of a renovation/master plan.
- **McGraw Park**
  - No updates at this time.
- **Memorial Park-**
  - Kent Garden Club met with staff and stakeholders for the creation of a new landscape plan for the museum that is based on historical designs.

- **Friendship Park**
  - Great progress continues in the construction of the park.
- **Peace Park**
  - No updates at this time.
- **Tassell Park**
  - Buildings and Grounds crew has remodeled the Tassell Park restroom building.
- **Wycliffe Trailhead Park**
  - Staff reposted the RFP for the vault toilet at Wycliffe Park.
  - Construction of the playgrounds begins Monday, April 15.

## Other

- The setup phase of the new maintenance software ends on April 29, 2024. Staff will be able to submit work orders starting May 1<sup>st</sup>. After a testing period with staff, the form will be offered to the public.

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PROPOSAL TO PREPARE

# Cascade Recreation Park Renovation Plan

CASCADE CHARTER TOWNSHIP,  
KENT COUNTY, MICHIGAN



MARCH 22, 2024

Communities for real life.



**MCKENNA**

March 22, 2024

Melanie Manion, Director  
Cascade Township  
Parks and Recreation  
5920 Tahoe Dr. SE  
Grand Rapids, MI 49456

**Subject: Proposal for Cascade Recreation Park Renovation Plan**

Dear Ms. Manion,

What an exciting time for parks and recreation in Cascade Township! The Township has a strong tradition of excellent parks and recreation programming and facilities, supported by robust engagement of the community. We are pleased about the prospect of partnering the Township to address future parks and recreation needs and desires for Cascade Recreation Park – to the benefit of your residents and visitors.

**Action-Oriented**

The final Cascade Recreation Park Renovation Plan will be an action-oriented, graphically rich plan that is based on the desires of the community and will support the Parks Commission and Parks and Recreation Department's mission to serve your community.

Examples of McKenna and OCBA's extensive experience preparing parks and recreation plans for similar townships, cities, villages, and multijurisdictional organizations are included in our proposal.

**Value-Added Project Scope**

We are including team partners from OCBA to add additional value to the Cascade Recreation Park Renovation Plan. They will bring their eye for design and understanding of park function and landscape viability to the planning process.

If you have any questions please do not hesitate to contact me at (248) 596-0920 or [DBouchard@mcka.com](mailto:DBouchard@mcka.com). Thank you.

Respectfully submitted,

**McKENNA**

Danielle Bouchard, AICP  
Principal Planner

**GRAND RAPIDS**  
124 East Fulton Street  
6th Floor, Suite B  
Grand Rapids, Michigan 49503

☎ 616.226.6375  
☎ 248.596.0930  
**MCKA.COM**

**Communities for real life.**



# Cascade Recreation Park Renovation Plan

CASCADE CHARTER TOWNSHIP, KENT COUNTY, MICHIGAN



PREPARED MARCH 22, 2024

**MCKENNA**

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# Firm Profile



McKenna’s downtown Grand Rapids office is in the Loraine Building near Veterans Park. Our work spaces reflect our commitment to our people, our communities, sustainable design, and the rich technological heritage of the Midwest.

**Our primary professionals for the Cascade Recreation Park Renovation Plan will be based out of our Grand Rapids office, just 20 minutes from Cascade Township. Danielle Bouchard, AICP, will be the primary contact, reachable at the phone number below and at [dbouchard@mcka.com](mailto:dbouchard@mcka.com).**

McKenna currently provides project services to more than 85 communities and private land investors in Michigan, Ohio, Kentucky, Indiana, and Illinois. Anticipating and responding to change is a major distinction of McKenna’s practice. McKenna’s innovation and depth of experience is a resource for public and private decision-makers; we are a corporation of roughly 30 planners, urban designers, and landscape architects formed under the laws of Michigan on May 2, 1978.

## HEADQUARTERS

235 East Main Street  
Suite 105  
Northville, MI 48167  
O 248.596.0920  
F 248.596.0930  
E [info@mcka.com](mailto:info@mcka.com)

**MCKA.COM**

## GRAND RAPIDS

124 East Fulton Street  
Suite 6B  
Grand Rapids, MI 49503  
O 616-226-6375  
F 248.596.0930  
E [info@mcka.com](mailto:info@mcka.com)

## KALAMAZOO

151 South Rose Street  
Suite 920  
Kalamazoo, MI 49007  
O 269.382.4443  
F 248.596.0930  
E [info@mcka.com](mailto:info@mcka.com)





# Areas of Service

## Community Planning

- Master Plans (Cities, Villages, Townships, Counties and Regions)
- Strategic Planning Facilitation
- Neighborhood Preservation Plans
- Redevelopment Plans
- Corridor Plans
- Downtown Plans
- Growth Management Plans
- Park and Recreation Plans
- Capital Improvements Programs
- Community and Fiscal Impact Analysis
- Waterfront Planning
- Open Space Planning
- Historic Preservation Plans
- Transportation and Parking Plans
- GIS Analysis and Alternative Testing
- Access Management

## Economic Development

- Public/Private Partnerships
- Brownfield Redevelopment Planning
- Downtown Redevelopment Action Plans
- Corridor Redevelopment
- Tax Increment Finance Plans
- Grant Applications
- Redevelopment Project Management
- Market Studies: Retail, Commercial, Residential, Industrial, Institutional
- Redevelopment Financing Assistance
- Land Assembly/Eminent Domain Assistance

## Building Department Administration

- Zoning Administration
- Building Code and Zoning Enforcement
- Building Inspection
- Electrical, Mechanical and Plumbing Inspections
- Property Maintenance and Housing Inspection
- Landscape Construction Observation
- Code Enforcement
- Compliance with State
- Department Management Plans

## Parks and Recreation

- Parks and Recreation Master Plans
- Park Design (neighborhood, community, regional)
- Ball Field Planning and Design
- Park and Recreation Facilities Design
- Bikeway and Trail Planning and Design
- Grant Applications
- Public Participation
- Universal and ADA Accessibility
- Park and Recreation Furnishings



## On-Site Management Services

- Zoning and Planning Administration
- Tax Increment Finance Authority Management
- Downtown Development Authority Administration
- CDBG Administration
- Housing Rehabilitation
- Project Management – Capital Improvement Projects
- Redevelopment Project Administration
- Community Development Administration
- Economic Development Administration

## Development Codes

- Zoning Ordinance
- Zoning Ordinance and Resolution Review and Preparation
- Continuing Advisory Services to Elected and Appointed Officials, Planning and Zoning Commissions, and Boards of Appeal
- Subdivision and Condominium Regulations
- Form-Based Codes
- Environmental Regulations – Wetlands, Woodlands
- Expert Witnessing and Court Testimony on Zoning
- Sign Regulations
- Annexation Advisory Assistance
- Sex-Oriented Business Regulations and GIS Testing
- Open Space Regulations
- Planning and Zoning Code Training Seminars
- On-Site Zoning Administration

## Complete Streets and

- Complete Streets Policy Development
- Complete Streets Design Guidelines
- Complete Streets Procedure and Implementation
- Corridor Plans
- Streetscape Plans
- Bicycle & Pedestrian Plans
- Bicycle Parking Plans
- Bicycle Sign Plans
- Bike Share Feasibility Studies
- Intersection Design & Crossing Plans
- Zoning and Regulatory Review
- User Maps and Wayfinding Studies
- Transportation Master Plans
- Site Plan Review of Transportation Facilities
- Circulation Studies Vehicles and Pedestrian
- TOD Studies
- Education and Training
- Transportation and Parking Plans
- Access Management
- Parking Studies

## Public Participation (NCI Certified)

- Charrettes
- Hands-on Workshops
- Focus Groups
- Roundtable Discussions
- Surveys (telephone, online, direct mail)
- Public Hearings
- Open Houses
- Interactive Citizen Advisory Committees
- Youth Outreach
- Community Walks and Bike Rides
- Pop-Up / Storefront Workshops
- Consensus Building
- Participatory Decision-Making
- Interviews (one-on-one, intercept)
- Community Preference Surveys

## Community Development

- HUD CDBG Administration
- Analysis of Impediments to Fair Housing
- Environmental Review Records
- Consolidated Plans
- Elderly Housing Assistance
- Five Year and Annual Action Plans
- CDBG Program Planning and Applications
- Housing Rehabilitation Administration
- Market Studies – Market Rate, Elderly and Assisted Housing
- Housing Market Studies (MSHDA approved)

## Urban Design

- Community Design Plans
- Placemaking Strategies
- Parks, Greens, Commons and Plaza Design
- Streetscape Design
- Site Planning
- Community Character Planning
- Historic Park Design
- Computer Visualization (before/after)
- Design Review
- Site Evaluation and Selection
- Design Manuals
- Neo-Traditional Design (TND)
- Urban Form Pattern Books
- Mixed Use (residential, retail, office, public, institutional) Design
- Public Art

## Sustainability Plans

- Sustainability Indicators Analysis, Evaluation Criteria, and Program Improvements
- Develop Neighborhood Stabilization Plans
- Green Infrastructure Plan for Community's Public Property
- Walkable/Bikeable Audits and Implementation Plans
- Community Master Plan, Strategic Plan, or Capital Improvement Plan
- Plan for Low Impact Development (LID) Components
- Local Planning and Zoning
- Access Management Plans for Transportation Corridors

## Transportation Planning

### Landscape Architecture

- Residential Development Plans (single family detached/attached; multi-family, elderly, mixed use, townhouses) Conventional & Cluster
- Site Analysis and Design
- Site Layout and Planning
- Construction Drawings and Construction Observation
- Landscape Architecture (MSHDA-approved)
- Arborist Services (tree surveys and maintenance plans)
- Greenways and Trail Planning and Design
- Native Plant Landscapes
- Wayfinding, Signs, and Interpretive Stations
- Environmental Performance Standards
- Public Art Development
- Public Space Design – Greenways, Bikeways, Streetscapes
- Wetlands, Woodlands, Groundwater, Aesthetic, and Vista Protection Regulations
- Sustainable Landscape Design





O'BOYLE, COWELL, BLALOCK  
& ASSOCIATES, INC.

141 E. Michigan Avenue, Suite 500  
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Grand Rapids, MI 49503

**T** (269) 381-3357  
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[ocba.com](http://ocba.com)

## O'Boyle, Cowell, Blalock & Associates, Inc. (OCBA)

has been providing award-winning planning and design services to our clients since 1964. OCBA is certified as a Women's Business Enterprise by the Women's Business Enterprise National Council (WBENC).

Our dedicated staff of landscape architects continually looks for opportunities to conserve and incorporate natural beauty with development planning to achieve our client's goals.

With 60 years' experience in translating big ideas into built works, we seek aspirational projects that focus on enhancing the environment. The work we do fosters health and environmental benefits and can help our clients achieve their sustainability goals.

At OCBA, our goal is to create positive environmental change on every project.

### SERVICES

- Master Planning and Design
- Community Engagement
- Grant and Permit Applications
- Construction Plans & Specifications
- Agency Reviews and Approvals
- Construction Administration





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# References

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## Park Township (Ottawa County)

**Howard Fink**  
**Township Manager**  
52 152<sup>nd</sup> Avenue  
Holland, MI 49424  
(616) 399-4520

---

## City of Grandville

**Matt Butts**  
**Assistant City Manager**  
3195 Wilson Avenue SW  
Grandville, MI 49418  
(616) 531-3030

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## City of Grand Rapids

**Karie Enriquez**  
**Project Manager**  
Department of Parks and Recreation  
201 Market Avenue SW, Grand Rapids, MI 49503  
(616) 456-4281

---

## City of Kalamazoo

**Patrick McVerry**  
**Director**  
City of Kalamazoo Parks Department  
251 Mills Street, Kalamazoo, MI 49048  
(269) 337-8191

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## Kalamazoo County

**David Rachowicz**  
**Director**  
Kalamazoo County Parks & Expo Center  
2900 Lake Street, Kalamazoo, MI 49048  
(269) 383-8778

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# LAKEVIEW PARK

Portage, Michigan

OCBA is leading a team of architects and engineers in the development of significant improvements at Lakeview Park after working closely with the City of Portage Parks Department to create a master plan in 2019. The team, which includes Slocum Architects, Geotech, Ignyte Design, and Mitten State Engineering, is charged with delivering four phases of improvements over the next five years.

The proposed improvements include expansions of the existing fishing piers, a boardwalk with game pockets and a splash pad, a rental kiosk and new restroom building, new pavilions, an inspiration garden, and a small amphitheater. Michigan Natural Resource Trust Fund grants will be applied for as the various phases are developed. Phase 1 design and bidding is complete and will be constructed in 2024, and Phase 2 design is underway.

**CLIENT:**  
City of Portage Parks Department  
Kathleen Hoyle, Director  
hoylek@portagemi.gov (269) 329-4522

**SERVICES PROVIDED:**  
Master Planning, Concept Development, Design Development, Construction Documentation, Bidding Assistance, Construction Administration

**SUB CONSULTANTS:**  
Slocum Architects - Architecture  
Prein & Newhof - Structural Design  
Geotech, Inc. - Site Lighting Design  
Ignyte Design - MEP Design  
Mitten State Engineering - Civil Engineering

**ESTIMATED PROJECT BUDGET:** \$6,495,000

**YEAR COMPLETED:** Phase 1 Expected Fall 2024



The resident-driven initiative to improve Martin Luther King Park and Lodge began in 2019, when the neighborhood committee selected IVNA Architects and brought on OCBA and Fishbeck. MLK Park currently offers an outdoor pool, several sports courts and fields, a small playground, parking, and a lodge that is inaccessible and aging.

The project is centered on the renovation of the lodge to offer modernized amenities and opportunity for rentals and community events, in an affordable and aesthetically-pleasing package. The site program includes an event plaza adjacent to the lodge, a new expanded parking lot with rain garden islands, a walking path with fitness equipment, and a new playground.

**CLIENT:**

Isaac V. Norris & Associates  
City of Grand Rapids Parks Department

**SERVICES PROVIDED:**

Schematic Design, Grant Application,  
Public Engagement, Construction  
Documentation

**YEAR COMPLETED:** Ongoing



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Communities for real life.

What we did:

**DESIGN**  
Park Design

**PLANNING**  
Public Engagement  
Parks and Recreation Planning

# Former Airport Site Park

**PARK TOWNSHIP,  
OTTAWA COUNTY, MICHIGAN**

Park Township, near Holland, had a historic airport that operated for 83 years. But when financial troubles forced the facility to close, the Township faced a difficult choice.

The airport was a beloved community landmark, and still a popular gathering place for enthusiasts of drones, radio controlled airplanes, balloons, and other recreational aviation. But it also represented over 100 acres of flat land near the center of the Township.

Park Township engaged McKenna and our partners at OCBA to lead a multi-step engagement process to determine what to do with the site. The process consisted of four phases, each involving online outreach tools, site tours, Zoom workshops, and remote booths set up at local businesses around the community.

Phase I was a “Community Brainstorm,” in which residents were encouraged to suggest any idea that they were enthusiastic about – no matter how “off the wall.” During this phase, it became clear that the overwhelming consensus was to retain the land as public park space.

In Phase II, residents were asked to evaluate the ideas that had been proposed, with a number of suggestions rising to the top, including pickleball, a splash pad, soccer fields, dedicated space for radio controlled aircraft, walking trails, and an aviation museum.

Phase III involved the creation of three alternatives, each focusing on a different big idea, and Phase IV gave the public one more opportunity to review the draft plan and suggest revisions.

The process, which played out over two years, gave the Township clear direction, and the opportunity to give the historic site new life as a community recreational gem.



- LEGEND**
- 1 Veteran's Memorial and Aviation History Wall
  - 2 Community Sport Courts with 8 pickleball courts
  - 3 Splash Pad with single, two, and three slides
  - 4 Cooper Van Wieren Trailhead and bike rack along the Green
  - 5 Play Area and Picnic Area with three age-specific spaces
  - 6 Restroom and Large Pavilion
  - 7 Picnic Areas along paths
  - 8 Nature Observation
  - 9 Walking and Bike Paths
  - 10 Community Garden expansion
  - 11 Community Sports Field



OCBA was retained by the Kalamazoo County Parks Department to develop a master plan for the County's newest park, the Arthur E. & Mildred H. Woollam Nature Preserve. The Preserve's 200 acres encompass Bass Lake and Scouter's Pond, surrounded by native forests in which diverse flora and fauna thrive, all within a Conservation Easement.

OCBA worked closely with the County and stakeholders to create a plan enabling the park to be opened for public use, protect the natural features, and provide facilities/recreation. Two public input sessions and meetings with 10 different focus groups were held.

The resulting plan offers extensive trail loops of varying lengths, picnic pavilions, bathrooms, parking areas, and nature play areas. Kayaks and paddleboards will be available to rent, and picnicking and fishing along the shore of Bass Lake will be offered. A bird blind will give hikers a view of the heron rookery in Scouter's Pond. And several cabins from the former Boy Scout camp are being retained to offer youth programming opportunities.



**CLIENT:**  
Kalamazoo County Parks Department

**SERVICES PROVIDED:**  
Master Planning, Community Engagement

**YEAR COMPLETED:** 2023



# Scope of Work



OCBA and McKenna have been providing award-winning landscape architectural and planning services to our clients for numerous years, dating back to the 1960s and 1970s. Throughout that history, park planning, and design has been the mainstay of our practice. We work on projects in parks of all sizes, and we know the importance of designing improvements that are sustainable and can be managed with available resources for the long term. In addition, our Team brings a wealth of knowledge about current trends in park design and experience in facilitating input in public meeting forums.

## PROJECT TASKS

**Start-Up Meeting.** McKenna and OCBA will meet with Cascade Township staff and Parks Committee members to review the scope of the project, discuss the work plan and schedule, including setting a date for the first public input session. The Consultant Team will pick up available plans, studies, available revenue history, reports, utility records, and other information that may be useful in the preparation of the Renovation Plan.

» **Deliverables** - Meeting memo.

**Base Map Preparation.** OCBA will prepare base maps of the park from readily available Township sources and Consultant Team members at McKenna, who have a several-year relationship with the Township.

» **Deliverables** - Reproducible base maps.

**Site Reconnaissance.** OCBA will visit the park to review and photograph field conditions that may affect the Renovation Plan. The general condition of roads; parking; existing buildings, facilities and use areas; landscaping; soil types; wetlands, and other site features will be evaluated for their influence on the proposed Renovation Plan improvements.

» **Deliverables** - Photographic records, field notes.

**Site Analysis.** OCBA will perform a site analysis of the park to evaluate features such as the location of park elements to determine the most efficient use of space, condition of existing facilities infrastructure and capacity (stormwater, water systems, sewage, gas and electric), and an analysis of park accessibility. Mitten State Engineering will conduct the infrastructure capacity analysis.

» **Deliverables** - Site analysis plan.

**Review Meeting.** OCBA will meet with Cascade Township staff and Parks Committee members to create a vision for the renovations and a list of priorities and plan the communication tools to be used at the upcoming public input session.

» **Deliverables** - Meeting memo.

**Public Brainstorming Session.** McKenna and OCBA will conduct a public brainstorming session to obtain input from the community on the priorities established by the Cascade Township staff and Parks Committee members.

We envision structuring the session as a public open house format. As visitors attend at their leisure, they work their way around the room at a series of stations with information about the existing site and uses as well as possible new uses. The OCBA/Mckenna team and Cascade Township Parks staff can provide information and answer questions as needed while visitors move through engagement activities.

» **Deliverables** - Meeting memos with ideas recorded at the meetings included.

**Preliminary Design Concepts.** Using the information gathered and feedback from the public regarding the current needs of the park and future projections for recreation, OCBA will prepare preliminary design concepts that diagrammatically illustrate proposed uses and locations in the park.

» **Deliverables** - Preliminary plans and other illustrations.

**Preliminary Concept Review.** OCBA will forward the preliminary design concepts to Cascade Township staff and Parks Committee members for review. We are proposing a virtual meeting to discuss revisions and refinements to the preliminary plans.

» **Deliverables** - Preliminary concept refinements based on input received.

**Design Concept Refinement.** Using input from Cascade Township staff and Parks Committee members as a guide, OCBA will prepare refinements and further alternatives of proposed development for review by the Township. Sustainability will be a goal for all proposed improvements.

» **Deliverables** - Plan refinements and other illustrations to convey the proposed improvements.



**Preliminary Opinion of Probable Construction Cost.** OCBA will prepare preliminary opinions of probable construction cost of proposed improvements so that the Township can gauge the level of investment that the various alternatives require.

» **Deliverables** - *Itemized opinions of probable cost by component or project area.*

**Refined Concept Review.** OCBA will meet with Cascade Township staff and Parks Committee members virtually to review the refined design concepts and preliminary opinions of probable construction cost to gauge preferences and determine priorities. The goal of this meeting will be to select a preferred option that will serve as the basis for the Renovation Plan.

» **Deliverables** - *Meeting memo.*

**Draft Renovation Plan.** A draft Renovation Plan will be prepared illustrating proposed improvements and will be supported by sections, sketches, and other graphics to explain the proposed improvements.

» **Deliverables** - *Draft plan and supporting graphics.*

**Opinion of Probable Cost.** OCBA will refine the preliminary opinion of probable construction cost for proposed improvements outlining construction costs and soft costs (engineering, surveying, geotechnical studies, etc.).

» **Deliverables** - *Opinion of probable cost broken down by component or phase.*

**Review Meeting.** OCBA will meet with Cascade Township staff and Parks Committee members to review the draft Renovation Plan and opinion of probable cost and operations budget. Comments will be incorporated into the final version of the plan.

» **Deliverables** - *Meeting memo.*

**Final Renovation Plan.** OCBA will prepare a final Renovation Plan that illustrates the proposed improvements. The final products will include sketches, sections, and other drawings illustrating the proposed improvements, construction cost opinion and operations budget.

» **Deliverables** - *Color copies of final plan drawings, summary of planning process, summary of public input, final recommendations for proposed development, and cost estimates will be provided in hard copy and electronically as PDF files.*



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# Project Professionals



We are proposing a multi-disciplinary team to develop the Cascade Recreation Park master plan and enjoy the flexibility of bringing together specialty consultant teams specifically geared to each project. In addition to OCBA Landscape Architects and McKenna, we are also including civil engineering firm Mitten State Engineering, on our team to assist with review of the existing infrastructure capacity and limitations for water, sewage, gas, and electric utilities.

Our professionals embrace:

- Highly effective public processes.
- Involvement of stakeholders in planning that affects them.
- Information rich decision making.
- Context-sensitive design solutions.
- Active living and active transportation.
- Walkability, bicycling facilities, greenways, trails, complete streets.
- Environmental preservation.
- Livable communities.
- Placemaking.
- Economic sustainability
- Making technological information accessible to decision makers.



Our Cascade Township team will customize our approach to the Cascade Recreation Park Renovation Plan to reflect the local economy, environment and politics – indeed, our approach to recreation master planning is sensitive to history, size, scale, population, demographics and diversity of culture and place.



# Danielle Bouchard, AICP

PRINCIPAL PLANNER

## EDUCATION

### **Bachelor of Science (with honors)**

Urban and Regional Planning with Minor in Geographic Information Systems  
Eastern Michigan University

## AWARDS

**Excellence in Best Practice Award** for the Barry County 2040 Master Plan “Live Better”,  
Michigan Association of Planning, 2023

**Excellence in Best Practice Award** for the Holland Unified Development Ordinance,  
Michigan Association of Planning, 2022

## PROFESSIONAL EXPERIENCE

### **Mapping/Geographical Information Systems**

Develops property site maps. Researches, updates and develops mapping applications for non-motorized transportation plan. Inventories and develops mapping for farmland preservation projects.

### **Zoning Administration and Planner of Record**

Serves as the ongoing Planner of Record and/or Zoning Administrator for urban, suburban, and rural communities across Michigan, including development reviews, zoning process administration, economic development, and staffing of Planning Commissions and ZBAs.

### **Transportation Planning**

Develops county-wide multi-modal transportation plans. Implements and manages various non-motorized transportation projects. Develops informational marketing website frameworks with corresponding interactive story maps for non-motorized transportation projects. Administers State grant awards for regional non-motorized transportation projects. Researches and develops frameworks for public transit studies. Researches and develops reports on metropolitan planning organization transportation planning processes.

### **Grant Writing, Administration, and Fundraising**

Develops and processes annual Michigan Department of Transportation grants for various regional programs. Researches grant opportunities and submits applications to fund a variety of projects. Processes and administers Michigan Department of Natural Resources Trust Fund grants. Secures a multitude of private sector donations. Plans and implements speaker training events for planning professionals. Secures volunteers for community projects.

### **Environmental Planning and Sustainability**

Creates comprehensive water conservation plans. Assists in implementation of various environmental advocacy projects in the City of Detroit.

## MEMBERSHIPS

American Institute of Certified Planners  
American Planning Association  
Michigan Association of Planning

# SANDRA BLIESENER, PLA, LEED AP PRESIDENT

Sandy Bliesener is the President of O'Boyle, Cowell, Blalock & Associates, Inc. and a LEED Accredited Professional. Her specialty is graphic skills and communication in the early stages of analysis and design, and she has led many projects through implementation. Sandy has served OCBA as a designer and project manager since 1993 and has managed the firm's entire youth camp master planning portfolio over the last fifteen years. She has written articles and spoken at numerous conferences about camp master planning. She received a Bachelor of Landscape Architecture degree from Kansas State University and is a licensed Landscape Architect. Recent projects with which Sandy has been involved include the following:

- *City of St. Joseph Public Works Department*
  - Whirlpool Centennial Park Improvements
  - Tiscornia and Paddler Park Master Plans
  - Parking Lot 12 Master Plan
- *City of Portage Parks Department*
  - Ramona Park Master Plan
  - Lakeview Park Master Plan
- *Oshtemo Township Parks Department*
  - Flesher Field Master Plan Update
  - Drake Farmstead Master Plan Update
  - Fruit Belt Rail Trail Master Plan
- *City of Grand Rapids Parks Department*
  - Riverside Park Improvements
  - Sullivan Field Improvements
  - Joe Taylor Park Improvements
  - Coit Park Improvements
  - Cambridge Park Improvements
  - Monument and Veteran's Memorial Parks Master Plan
  - Madison Square Park Master Plan
  - Riverside Park Master Plan
- *City of Kalamazoo Parks & Recreation*
  - Mayor's Riverfront Park Master Plan
  - Farmers' Market Master Plan
  - Hays Park Master Plan
  - Bronson Park Master Plan and Implementation
- *Barry Couy Parks, Hastings, MI*
  - Historic Charlton Park Master Plan
- *Cass County Parks, Cassopolis, Michigan*
  - Arthur Dodd Memorial Park Master Plan
  - Dr. TK Lawless Park Master Plan Update
- *Kalamazoo County Parks Department*
  - Woollam Preserve Master Plan
  - Cold Brook County Park Master Plan
  - Markin Glen County Park Master Plan
  - River Oaks County Park Master Plan

## PROFESSIONAL REGISTRATIONS

Licensed Landscape Architect: Kansas

## EDUCATION

Bachelor of Landscape Architecture, 1986  
Kansas State University

## ACCREDITATIONS

LEED Accredited Professional

## PROFESSIONAL MEMBERSHIPS

American Society of Landscape Architects (ASLA)

## PREVIOUS PROFESSIONAL EXPERIENCE

Landscape Architect - The Dike Partnership Irvine, California, 1987-1993  
Designer - Brent Bowman & Associates, Architects, Manhattan, Kansas, 1986-1987  
Landscape Architect Intern - Kansas State University Facilities Planning, 1985-1986

## HONORS AND RECOGNITIONS

2021 Boundless Woman Honoree  
US Small Business Administration

## COMMUNITY ACTIVITIES

City of Parchment, Michigan

Parks Committee Member since 2023  
Brownfield Board Member since 2019  
Planning Commission Member since 2010  
Zoning Board Member 2003-2019

Kalamazoo County, Michigan

Parks Commission Chairperson since 2021  
Parks Commission Member since 2016  
Planning Commissioner 2010-2023

Rotary Club of Kalamazoo

Rotary Stage Committee Chair since 2020  
Satellite Club Chair 2021  
Career Connections Chair 2015  
President 2013-2014  
Board of Directors 2006-2008 & 2012-2015  
Website Committee Chair 2005-2006  
Editorial Committee Chair 2004-2005

Five Senses Garden Board of Directors  
Secretary since 2023

Southcentral Michigan Planning Council  
C.E.D.S. Committee 2020

Kalamazoo Institute of Arts Building & Grounds  
Committee Member since 2008

## PROFESSIONAL PAPERS/LECTURES

WMU Board of Trustees Plaza Renovation, SITES Magazine, Fall 2023 Edition

Monument Park Redesign, SITES Magazine, Spring 2019 Edition

Kids or Corporations; Who are you Planning For? Camp Business Magazine, July 2018

Speaker, Therapeutic Garden Workshop, Mary Free Bed Rehabilitation Hospital, Spring 2018

The Fountain Plaza Renovation, SITES Magazine, Summer 2015 Edition

Speaker, Mid-American Camping Conference, Battle Creek, MI 2014

Master Planning with Your Major Donors, Camp Business Magazine, Sept. 2013



# DEBORAH DAWE, PLA, ASLA

## LANDSCAPE ARCHITECT

Deborah Dawe is a landscape architect with expertise ranging from project management and design to drafting and graphic support for a variety of projects. She is proficient with a variety of tools including GIS, AutoCAD, Adobe CS, hand-rendering, and Lumion. Deborah enjoys creative problem-solving that involves mathematics, sciences, and natural resources and views her role as an opportunity to steward and celebrate natural resources by shaping spaces that are accessible to the public. Deborah received her Bachelor of Landscape Architecture degree from Ball State University and has worked on the following projects at OCBA:

- **Nature Play Projects**
  - Byron Center Christian School
  - YMCA of Greater Kalamazoo Early Learning Preschool
  - Troy Schools – 12 Elementary School Playground Updates
  - Jenison Early Childhood Center
  - Children's Nature Playscape, Kalamazoo, Michigan
- **Portage Parks and Recreation Department, Portage, MI**
  - Lakeview Park Improvements Phase 1 and 2
  - Lakeview Park Master Plan Update
- **City of St. Joseph, Michigan**
  - Parking Lot 12 Improvements
  - Whirlpool Centennial Park
  - Tiscornia and Paddler Parks Master Plan
- **City of Grand Rapids Parks Department**
  - Sullivan Field Park Improvements
  - MLK Park Lodge Concept Plan
  - Sweet Street Park Improvements
  - Nagold Park Improvements
  - 4th Street Woods Improvements
  - Midtown Green Improvements
  - Paris and Seymour Park Improvements
  - Heritage Hill Park Improvements
  - Hillcrest Park Improvements
- **Former Airport Site, Park Township, Michigan**
- **Oshtemo Township, Michigan**
  - Drake Farmstead New Gravel Parking Lot
  - Fruit Belt Rail Trail Master Plan
- **Allegan County, Michigan**
  - Gun Lake Park Improvements MNTRF Grant
- **Barry County, Michigan**
  - Charlton Park Master Plan
- **Kalamazoo County, Michigan**
  - Woollam Preserve Master Plan

### PROFESSIONAL REGISTRATIONS

Licensed Landscape Architect: Michigan

### EDUCATION

Bachelor of Landscape Architecture, 2020 Ball State University, Indiana

### PROFESSIONAL MEMBERSHIPS

American Society of Landscape Architects (ASLA)

### HONORS AND AWARDS

Landscape Architecture Foundation Olmsted Scholar 2020

Indiana ASLA Honor Award, 2020- "For outstanding academic achievement"

Indiana ASLA Honor Award, 2020- For the research and design of Pediatric Trauma Therapy Garden

Rundell Ernstberge & Associates Excellence in Landscape Architecture Scholarship, 2018-19

Ball State Keys-Litten-Smith Research Award, 2020 - For Pediatric Trauma Therapy Garden

Sigma Lambda Alpha Honor Society, president, 2018-2020

Phillip C. McMullan Memorial Scholarship, CSI Education Foundation, 2018

Ball State Keys-Litten-Smith Award, 2018- For the design of A Piece of the Limberlost

### PREVIOUS PROFESSIONAL EXPERIENCE

Teaching Assistant- Ball State Landscape Architecture Department

Student Assistant- Ball State Architecture Library  
Landscape Architecture Intern- Pond & Company, Atlanta, Georgia

Landscape Architecture Intern- Corvus Design, Juneau, Alaska

Cultural Landscape Intern- Sleeping Bear Dunes National Lakeshore, Empire, Michigan

### COMMUNITY ACTIVITIES

Michigan Chapter, American Society of Landscape Architects (MIASLA), Secretary, 2023

Detroit Audubon Graphic Design, 2020-present

Ball State Cru- Secretary, Ministry Area Coordinator, Small Group Leader, 2016-2020

Ball State Associated Students for Historic Preservation- Vice President, 2018-2019

Ball State Honors College Fellow- HALS project, 2018



# KATIE L. CHASE, PLA, ASLA

## LANDSCAPE ARCHITECT

Katie Chase brings expertise in parks, streetscapes, garden and public space design, and planting design. Katie has a broad range of master planning, design, technical, and construction administration-related experience, and she is a thought leader in park planning, sustainable planting design, and green infrastructure to the team.

Katie received Bachelor of Fine Arts degrees in Art Education and Art History from the University of Illinois, and a Master of Landscape Architecture degree from Ball State University. Katie has been involved with the following projects during her tenure with OCBA:

- *City of Grand Rapids Parks Department*
  - Assistance with Various Projects
  - Cherry Park Improvements
  - 4<sup>th</sup> Street Woods Improvements
  - Nagold Park Improvements
  - Sweet Street Improvements
  - Heritage Hill Improvements
  - Hillcrest Improvements
  - Paris and Seymour Park Improvements
  - Midtown Green Improvements
  - Sullivan Field Improvements
  - Monroe North Pop-Up Park
  - Riverside Park Improvements
  - Belknap, Look Out, and Reservoir Park Improvements
  - Joe Taylor Park Improvements
  - Coit Park Improvements
  - Cambridge Park Improvements
- *City of Grandville, Michigan*
  - Mill Race Park Improvements
  - Gateway and Streetscape Improvements Master Plan
  - Franklin Corridor Improvements
  - Library Corridor Connection Project
  - Mill Race Park Grant Application Master Plan
  - Parks & Recreation Master Plan Update
- *The Highlands Master Plan, Grand Rapids, Michigan*
- *Canal Street Park Improvements, Mt. Pleasant, Michigan*
- *Portage Parks and Recreation Department, Portage, MI*
  - Eliason Nature Preserve Landscape Plan
  - Celery Flats Landscape Plan
  - Ramona Park Landscape Plan
- *City of Greenville, Michigan*
  - Fred Meijer Trail Hub
  - Heritage Park Renovation
  - City Hall Landscape Improvements

### PROFESSIONAL REGISTRATIONS

Licensed Landscape Architect: Michigan

### EDUCATION

Graduate  
Master of Landscape Architecture, 2012 Ball State University, Muncie, Indiana

### Undergraduate

BFA in Art Education, 2008  
Bachelor of Fine Arts in Art History, 2008  
University of Illinois at Urbana-Champaign

### CERTIFICATIONS

National Green Infrastructure Certification - Program Certified Trainer, Certified by the Water Environment Federation

### PROFESSIONAL MEMBERSHIPS

American Society of Landscape Architects (ASLA)

### HONORS AND AWARDS

ASLA Honor Award recipient, 2012, "For outstanding academic achievement" and showing "promise of making significant contributions to the profession."

Indiana ASLA Merit Award for a collaborative project, 2011

Ball State Keys-Litten-Smith First Place Award, 2011 - For the design and installation of the Motivate Our Minds Children's Garden

National Garden Club Scholarship Recipient, 2011

### PREVIOUS PROFESSIONAL EXPERIENCE

Staff Designer - M.C. Smith Associates and Architectural Group, Grand Rapids, Michigan

Landscape Designer & Nursery Sales - Harder and Warner Landscaping, Caledonia, Michigan

LEED-ND Intern - Mapleton-Fall Creek Development Corporation, Indianapolis, Indiana

### COMMUNITY ACTIVITIES

Uptown Design Committee Member, 2023-present

National Green Infrastructure Certification Program Instructor - Grand Rapids Community College

Eastown Community Association, 2014-2020  
Greenspace Committee Member

Eastown Community Association Board of Directors, 2017-2019

LEED-ND Advisory Committee Member, 2013-2015 - Grand Rapids Alliance for Environmental Sustainability



# Project Fee & Timeline

McKenna, OCBA, and Mitten State Engineering will provide the services outlined for a **not to exceed fee of \$20,000**. We will bill monthly in proportion to work completed.

## PROPOSED PROJECT TIMELINE

We propose the project will be completed within 6 months. The table below includes a breakdown of project tasks and associated timeline.

WORK TASK	Month					
	1	2	3	4	5	6
Startup Meeting	█					
Basemap Preparation	█					
Site Reconnaissance	█					
Site Analysis	█	█				
Review Meeting		█				
Public Input Session		█				
Preliminary Design Concepts			█			
Preliminary Concept Review			█			
Design Concept Refinement			█	█		
Preliminary Cost Opinion				█		
Review Meeting				█		
Draft Renovation Plan				█	█	
Refined Cost Opinion					█	
Review Meeting					█	
Final Renovation Plan					█	█



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/10/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Professional Concepts Insurance Agency, Inc. 1127 South Old US Highway 23  Brighton MI 48114-9861	<b>CONTACT NAME:</b> certs@pciaonline.com <b>PHONE (A/C, No, Ext):</b> (800) 969-4041 <b>E-MAIL ADDRESS:</b> certs@pciaonline.com		<b>FAX (A/C, No):</b> (800) 969-4081
	<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
<b>INSURED</b> McKenna Associates, Inc 235 East Main Street Suite 105 Northville MI 48167	<b>INSURER A:</b> XL Specialty Ins. Co.		<b>37885</b>
	<b>INSURER B:</b>		
	<b>INSURER C:</b>		
	<b>INSURER D:</b>		
	<b>INSURER E:</b>		
	<b>INSURER F:</b>		

**COVERAGES**

CERTIFICATE NUMBER: 23-24 PL ONLY

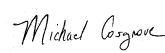
REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE	\$
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$
							MED EXP (Any one person)	\$
							PERSONAL & ADV INJURY	\$
							GENERAL AGGREGATE	\$
							PRODUCTS - COMP/OP AGG	\$
								\$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident)	\$
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE	\$
							AGGREGATE	\$
								\$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE	OTH-ER
							E.L. EACH ACCIDENT	\$
							E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$
<b>A</b>	<b>Professional Liability</b>			DPR5019417	10/1/2023	10/1/2024	Per Claim	1,000,000
							Aggregate	2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

**CERTIFICATE HOLDER****CANCELLATION**

For Information Only	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE Mike Cosgrove/JP 

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Cascade Township Parks & Recreation

# CASCADE RECREATION PARK RENOVATION PLAN

**We believe in the power of parks and public spaces, especially in their ability to enhance quality of life and help communities become more environmentally and financially resilient, while also becoming more equitable and inclusive. It is with this emphasis that our team is excited to present to you this response for professional services regarding the Cascade Recreation Park Renovation Plan.**

## DEAR SELECTION COMMITTEE

Our team offers a fresh perspective backed by decades of experience. We provide a deep understanding of traditional and best-practice strategies that address both the current and future needs of a community. We understand that Cascade Recreation Park has a rich history in the Township, serving as a recreational staple for the community and surrounding areas. While our team has close to 50 years of proven planning history and accountability to local governments, we know firsthand that the true client in any civic project are the citizens themselves. Our planning approach coupled with our experience with public engagement maximizes the reach, value, and impact of the planning process.

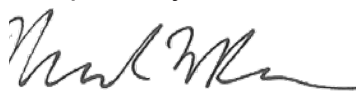
Our team is led by Principal Landscape Architect and project manager Mike Reese, who brings 20 years of experience working with communities in northern Indiana and southern Michigan. His involvement assures that the Cascade Recreation Park Renovation Plan fully explores the potential of the planning process. Being local to Cascade Township, Mike knows the parks and trails system well through frequent use with his family. With the growing importance of collaboration and regionalism, it will be beneficial to have this knowledge integrated into the planning process. His passion for parks, planning, design, and local involvement will give Cascade Township Parks & Recreation a passionate, experienced project manager that will lead with proven expertise.

Our approach to this project is bolstered by our team member Native Edge and its Principal Landscape Architect, Wes Landon. Wes has great experience in parks planning and is an expert in designing sustainable landscapes.

Native Edge will further strengthen our deep portfolio of park planning and design, grant funding applications and implementation, and our work on Cascade Township's 2023-2027 Parks & Recreation Master Plan. Through this experience, we understand the process, challenges, and critical paths to a successful park design through effective engagement, a dedication to context-driven design, and a thorough understanding of Cascade Township's objectives. Together, we will leverage our experience and contemporary solutions to deliver a project that has a transformative impact on the community.

We look forward to an opportunity to showcase our willingness to exceed expectations and create a Cascade Recreation Park Renovation Plan that will serve both Cascade Township Parks and the community for years to come. Thank you for your time and consideration.

Respectfully Submitted,



Michael Reese, PLA, ASLA  
Project Manager, VP Landscape Architecture & Planning  
Troyer Group | mwr@troyergroup.com



# WHY US.

## OUR APPROACH

Troyer Group shapes places, systems, and infrastructure that prioritize people and their experiences. From large destination developments to public place making endeavors, urban revitalization to active recreation, and from infrastructure design to environmental stewardship; in all of these things, Troyer Group seeks to make a positive economic, environmental, and social impact. It is this broad expertise that has enabled us to help make our clients more successful for nearly half a century.

Our collaborative design process addresses the key aspects that make places successful. This allows our projects to leverage each site's unique context to strengthen communities and create more resilient environments. Using aesthetics as a baseline, our designs solve functional problems, improve performance of spaces, and support the goals of our clients.

Our project management process defines the expectations and responsibilities of the client and consultant up front, and we communicate efficiently and consistently to ensure you stay informed without being overwhelmed.

The redesign of Cascade Rec Park will be informed by the public, township staff, previous planning efforts, and our deep experience in parks planning. The success of this project will best be demonstrated when each member of the community can claim Cascade Recreation Park as their own with a great sense of pride. Our standards of excellence are derived from accountability, innovation, inclusion, and empowerment. We make it a priority to work with people rather than working for people.

In reviewing the Request for Proposals, the main objective we have identified is to create a Renovation Plan that will assess the current conditions and needs of the park based on feedback from Cascade Township staff and residents, and create a plan that prioritizes improvements through the lens of the current Parks Master Plan and Township Strategic Plan.

This park master plan will then help prioritize potential improvements and provide data to inform the phasing and budgeting process for its implementation. We have experience helping communities throughout the entire process, from initial planning stages and funding applications to design and construction administration. We also understand that the job is not finished after implementation of a planning document and have worked with communities to develop a maintenance strategy. This understanding of the entire process is vital to determining logical solutions, exploring opportunities, and creating a Cascade Recreation Park Renovation Plan with the greatest chance for long-term success.

Recognizing the importance of this project, and the critical opportunity to explore the native ecology of the site, our team is joined by Wesley Landon of Native Edge. With Native Edge's extensive native design experience complementing Troyer Group's public sector practice, we have the ability to create a Renovation Plan that will seamlessly and effectively combine the built and natural environment. We understand the importance of sustainable practices in our designs, including storm water control, native plantings, construction materials, and maintenance considerations. Our team's purposeful attention to the underlying goal of a unified vision will create a Renovation Plan with functional solutions for Cascade Township, its residents, and its visitors.



# KEY PERSONNEL QUALIFICATIONS & EXPERIENCE



**Michael Reese, PLA, LEED AP**  
**Landscape Architect - Troyer Group**  
 B.S.L.A. - Michigan State University, 2004  
 Professional LA: IN, MI

As leader of the landscape architecture and planning team at Troyer Group and the head of the Grand Rapids office, Mike has managed over seventy projects through the planning and design process. He has managed a variety of projects through the design process, from analysis and planning to construction administration. Mike's primary focus is working with municipalities on planning and designing parks and public spaces. Projects include park master plans, park renovation projects, numerous successful grant funding applications, and many other municipal planning projects.

Mike has a passion for working with communities to improve quality of life, promote economic and social development, protect the environment, and increase sustainability. He believes this can best be achieved by creative planning and design decisions focused on people and how they use and interact with the spaces we create. For two decades he has worked closely with municipal staff, elected officials, community organizations, and the public to integrate community context into design and planning projects. This process yields an end product that is unique to a community and reflects the people who helped shape the process.

RECENT AND RELATED PROJECT EXPERIENCE	INDIVIDUAL PARK MP	SYSTEMWIDE PLANNING	PUBLIC ENGAGEMENT	TRAILS	ATHLETIC FACILITIES	EVENT SPACE	PARK ACREAGE
Beacon Park <i>Lansing, MI</i>	●			●	●		3.6 acres
River Park Square Master Plan <i>Plymouth, IN</i>	●		●	●	●	●	10 acres
Culver Park Playground & Social Space <i>Culver, IN</i>	●		●			●	1 acre
Merrifield Park Master Plan <i>Mishawaka, IN</i>	●			●	●	●	13 acres
Callendar Sportsplex <i>Nappanee, IN</i>	●		●	●	●	●	40 acres
Downtown Park & Gathering Space <i>Argos, IN</i>	●		●			●	0.8 acres
Cavalier Park Master Plan <i>Culver, IN</i>	●		●		●		4 acres
2019-2023 Parks Master Plan <i>Nappanee, IN</i>	●	●	●	●	●	●	74 acres
2022-2026 Parks Master Plan <i>North Judson, IN</i>	●	●	●	●	●	●	38.9 acres
2023-2027 Parks Master Plan <i>Cascade Twp, MI</i>	●	●	●	●	●		405 acres
Pulaski Park Master Plan <i>South Bend, IN</i>	●		●		●		6.3 acres
Stauffer Park Master Plan <i>Nappanee, IN</i>	●		●	●	●		15 acres
South Park Master Plan <i>Nappanee, IN</i>	●		●	●	●	●	2.5 acres
Jackson St Downtown Gathering Space <i>Bremen, IN</i>	●		●			●	0.6 acres
Kroc Community Center <i>South Bend, IN</i>	●		●		●	●	1.5 acres
Community Park Renovation <i>LaPaz, IN</i>	●		●		●		1 acre

# KEY PERSONNEL QUALIFICATIONS & EXPERIENCE



**Wesley Landon, PLA, ASLA**  
**Landscape Architect - Native Edge**  
B.S.L.A. - Michigan State University, 2010  
Professional LA: MI

Wes Landon is a licensed landscape architect and founding principal of Native Edge, LLC. Specializing in native design and placemaking, his passion is creating resilient, innovative places which inspire, and restore the native environmental fabric of the landscape. He has diverse professional experience spanning park and open space design, to community visioning and downtown planning and is adept at all phases of project development, from initial concept generation to construction documentation and administration.

Mr. Landon's focus on native design principals and ecologically conscious development strategies creates complete landscapes, and connects users to nature. This philosophy is especially important in public projects where diverse user groups have a variety of needs, and the human and natural environments must skillfully blend together so they're functional, engaging, and beneficial to all users, human, or wild.

### Selected Project Experience:

Friendship Park - Cascade Township, MI  
Calvin University Ecosystem Preserve and Native Gardens - Grand Rapids, MI.  
Riverview Park Master Plan - City of St. Joseph, MI.  
Oxford Park Master Plan - City of Berkley, MI.  
Central Park Master Plan - Meridian Township, MI.  
New Tribal School and Recreation Center for the Saginaw Chippewa Tribe of Michigan - Mt. Pleasant, MI



**Ben Smedley, Associate ASLA**  
**Graduate L.A. - Troyer Group**  
B.S.L.A. - Michigan State University, 2019

Ben plays an integral role within the landscape and planning team because of his insightful design contributions on many recent parks and trail projects. His analysis on park system master plans has been lauded by the IDNR for its insightfulness and applicability, providing depth to our recommendations.



**Christa Hurley-King, PLA, ASLA**  
**Landscape Architect - Troyer Group**  
B.L.A. - Ball State University, 1994  
M.A.U.D - Washington University SL, 1997  
Professional LA: IN, MI

Christa is a landscape architect and urban designer with an extensive portfolio of completed works. Her approach to design is that of a problem solver, every new set of parameters are an opportunity to improve quality of life, engage the community, and protect and enhance the environment. She is passionate about universal access, sustainable design solutions, and understanding the way people move through and utilize space. She appreciates the details that can elevate a design from practical to innovative while ensuring the context of the project is not lost.

### Selected Project Experience:

Rose Park - Mishawaka, IN  
LaSalle Park - South Bend, IN  
Stauffer Park - Nappanee, IN  
Williams Davis Park - Chicago, IL  
Pleasant Hills Park - Dyer, IL  
Lincoln Park - Chicago, IL  
Bosher Park - Chicago, IL



**Magdalena Aravena, ASLA**  
**Landscape Architect - Troyer Group**  
B.S.L.A. - University California Davis, 2015

Maggie specializes in public engagement strategies for park systems, currently serving the City of Denver Parks in an On-Call capacity for their project outreach. She bolsters the team's award-winning approach, particularly with underserved communities.

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## TEAM ORGANIZATION

- Michael Reese** **Role:** Project Manager  
**Wesley Landon** **Role:** Project Consultant  
**Christa Hurley-King** **Role:** Planning Support  
**Ben Smedley** **Role:** Project Support, Mapping, Graphics, Report Compilation  
**Magdalena Aravena** **Role:** Planning & Engagement Support
-

# REFERENCES



## TROYER GROUP REFERENCES

### Mike Hite

Parks Superintendent  
City of Plymouth  
1660 N. Michigan Street, Plymouth IN 46563  
parks@plymouthin.com  
(574) 276-3166

### Jamison Czarnecki

Parks Superintendent  
City of Elkhart  
229 S 2nd St, Elkhart, IN 46516  
Jamison.Czarnecki@coei.org  
(574) 295-7275

### Chris Davis

Parks Superintendent  
City of Nappanee  
300 West Lincoln Street, Nappanee, IN 46550  
cdavis@nappanee.org  
(574) 773-2112

## NATIVE EDGE REFERENCES

### Lulu Brown

Regional Manager, Kent District Library  
lbrown@kdl.org  
(616) 647-3853

### George Meister, PE

GEI Consultants of Michigan, P.C.  
gmeister@geiconsultants.com  
(906) 869-8972

### James R. Skillen, Ph.D.

Professor of Environmental Studies  
Director, Calvin Ecosystem Preserve and Native Gardens  
Calvin University  
3201 Burton SE, Grand Rapids, MI 49546  
James.skillen@calvin.edu  
(616) 526-7546



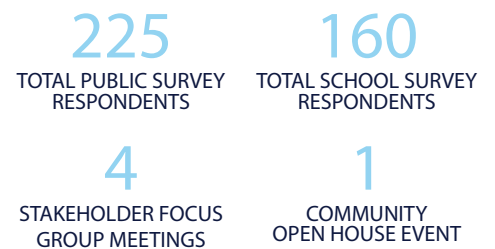
**NORTH JUDSON, INDIANA  
5-YEAR PARKS MASTER PLAN (2022-2026)**

**PROJECT OVERVIEW**

This master planning document has served as the outline for North Judson parks over the last few years, curated by input from the Parks Board, town officials, and the community. After adopting the 5-Year Parks Master Plan in 2022, North Judson has quickly leveraged this master plan document into park project implementation using the DNR Land and Water Conservation Fund. Working with the Town of North Judson to assemble their LWCF application, Troyer Group was able to assist the town in being successfully awarded the highly competitive LWCF Grant, for a \$1,000,000 park improvement project, which was outlined in the proposed recommendations for the 5-Year Parks Master Plan. The park improvement project is now under construction with completion scheduled for late summer 2024.

**PROJECT INFORMATION**

- 38.91 acres of park land
- 4 separate stakeholder group meetings
- 385 survey respondents
- Proposed improvements include athletic fields, playgrounds, disc golf, trails, splash pad, pavilions, and other recreational amenities.





**ELKHART, INDIANA**  
IDEAL BEACH MASTER PLAN 2021

**PROJECT OVERVIEW**

As a lakefront property located in Elkhart County, the Ideal Beach property had seen declining attendance and revenue. To address deferred maintenance, capitalize on land acquisitions, and improve overall programming - Troyer Group led a robust Master Planning and Pro Forma effort. This involved several key stakeholder conversations, including both City Leadership and external partners, as well as indepth analysis of historic and projected capitalization opportunities. This drove overall Master Plan recommendations for the 12ac site. 25 acres of adjacent wooded property was proposed as a potential demonstration site for RV camping, taking advantage of the County’s reputation for recreational vehicle manufacturing. Within the existing campus, new beach front amenities would leverage current resources and better connect visitors to the water.

The team is currently working with the internal project team on both public and private funding opportunities identified within the plan.

**PROJECT INFORMATION**

- \$25M Anticipated Annual Economic Impact
- 12acres of parkland with 700 feet of beach
- 37point Revenue Projections, including Peak/Off Peak estimates
- 18year historic cost analysis, including personnel
- Proposed Facilities: Recreation Center, Cafe/Restroom, and 2 pavilions
- Proposed Amenities: Plaza area, splash pad, destination playground





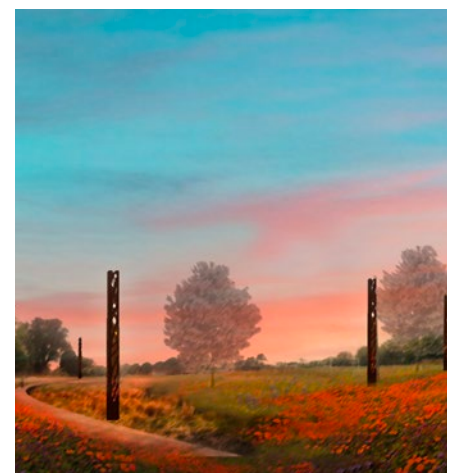
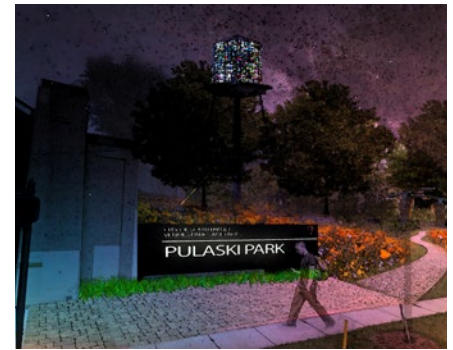
SOUTH BEND, INDIANA  
PULASKI PARK

### PROJECT OVERVIEW

Our transformative project embarked on a year-long public engagement process, strategically weaving through internal and external stakeholder meetings, social intercepts, pop-up booths at neighborhood and city festivals, Latino Radio shows, and open houses. This inclusive approach exemplified our commitment to “meeting people where they are,” ensuring diverse voices played a pivotal role in shaping the future of the community space. To reinforce the community’s vision, extensive historic research laid the foundation, acknowledging the park’s rich past while envisioning a vibrant future. This comprehensive understanding guided our efforts to create a space that not only honors tradition and helped clarify cultural expectations of public spaces, but also propels the community into a sustainable and resilient future.

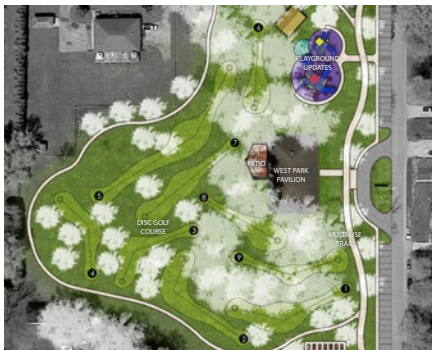
### PROJECT INFORMATION

- 9 acres of park land
- Master Plan
- Public Engagement
- Stakeholder Engagement
- Full Implementation





**NAPPANEE, INDIANA  
PARKS MASTER PLANS**



**PROJECT OVERVIEW**

In addition to providing a system-wide direction and action plan, individual master plans for each park outlined potential improvements and new amenities. This document provided the foundation to make accurate budget decisions, based on both a detailed inventory and analysis as well as community driven goals and priorities.

The plan will address the Nappanee Parks facilities current situation and guide future improvement. The plan met all IDNR Five Year Master Plan requirements, but in addition provided an individual master plan for each of the city parks. By diving deeper into each park and its master plan congruently, a detailed, unified strategy can be developed to guide Nappanee Parks to optimized future development.

**PROJECT INFORMATION**

- Nappanee Parks & Recreation has 9 parks or facilities.
- McCormick Creek is a municipal 18 hole golf course owned and operated by the city.
- A multi-use trail connects some of the parks and neighborhoods
- Wellfield Park & Soccer Complex finished construction this summer.
- South Park has since been designed by Troyer Group and constructed





PLYMOUTH, INDIANA  
RIVER PARK SQUARE

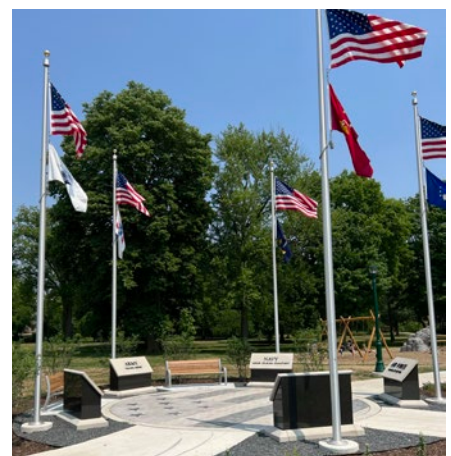
### PROJECT OVERVIEW

Troyer Group performed a master plan for this downtown park and followed with construction documentation and inspection for phase one. This included a new Farmers Market, interactive fountain, performance structure, restroom & concessions building, parking lot, entry plaza, renovated public street with parking and streetscape improvements, landscaping, lighting, permitting and all flood plain coordination and other amenities.

Phase 2 included a natural playground, a pavilion, a local veterans plaza, permanent cornhole set, and new sidewalks and parking. The pavilion is situated near the natural playground and with open views to the performance stage. The veterans plaza is the terminus to a new sidewalk that is extended out from the center of the performance area.

### PROJECT INFORMATION

- 7 acres of park land
- Hosts the Plymouth Farmers Market, which includes nearly 50 vendors, attracting hundreds of visitors to downtown Plymouth each Saturday
- Reduced impervious surface by about 30% from pre-existing conditions and the re-circulating system for the very popular interactive fountain, saves about 5 million gallons of water per year





MISHAWAKA, INDIANA  
MERRIFIELD PARK

### PROJECT OVERVIEW

The City of Mishawaka looked to better connect and utilize this existing historic park through this Master Plan process. The process included addressing significant improvements to the public pool, a proposed Ice Rink facility, and featured a Federally funded trail loop project that connected the park to the larger riverfront park system. Architectural amenities included improvements to WPA era facilities, pavilions, and new restrooms.

The final Master Plan leveraged the perspective that this park - out of all the City parks - has the most intimate relationship with the river. With much of the park situated within the floodplain, careful planning went into riverbank erosion control strategies and protection for the historic amenities. In addition to environmental management, the City sought to amplify the community's engagement with the river by providing ample seating, overlooks, and kayak / boat launches all contributing to an atmosphere that takes full advantage of the river as a natural resource.





**LAPAZ, INDIANA  
COMMUNITY PARK RENOVATION MASTER PLAN**

**PROJECT OVERVIEW**

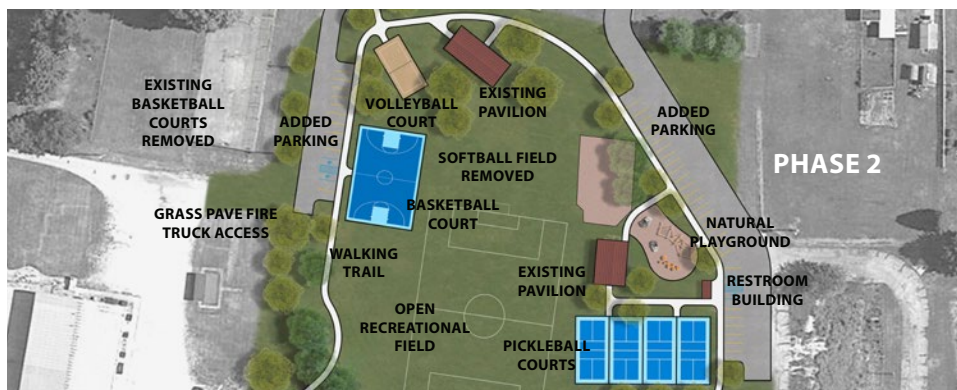
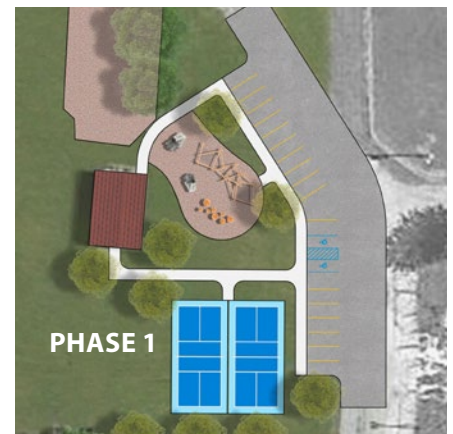
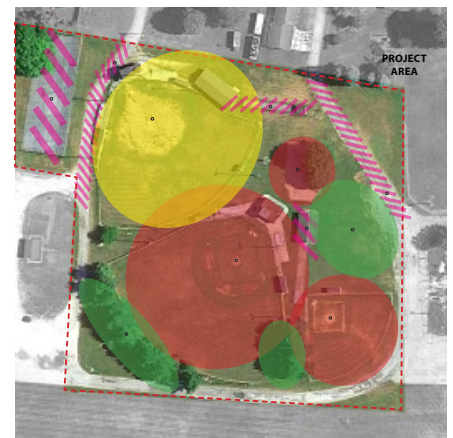
Funded through the Marshall County Stellar Communities Program that brought millions of dollars in funding to the county through various state agencies, LaPaz Community Park renovation project is a multiple phase, master plan project with Phase 1 of the implementation being completed spring of 2024.

For the small town of LaPaz, Community Park is the only public green space. Without any serious updates in the past couple of decades, many of the facilities, playground equipment, and park infrastructure have become outdated and are not to current standards for safety and accessibility. Phase 1 started with the removal of outdated and under utilized ball fields to give back the green space to the park for open recreation and future development of the different phases from the Master Plan. Phase 1 also saw the implementation of a new playground, accessible parking/sidewalks, and pickleball courts (an amenity that was highlighted as a priority in the public engagement process).

Phases 2/3 will see further improvements to the park based on amenities and park features that were outlined during the public engagement process. This includes a new basketball court, added pickleball courts, restroom building, performance stage, and other site improvements.

**PROJECT INFORMATION**

- 10 acres of parkland
- 3 phase project, Phase 1 implementation completion in spring 2024



CASCADE TOWNSHIP, MICHIGAN  
WYCLIFFE PARK MASTER PLAN



PROJECT OVERVIEW

Cascade Township acquired a parcel of land to serve as a park and trailhead. Troyer Group was commissioned to prepare a master plan for the property. The adjacent church would share its parking lot for park visitors, and an access easement was obtained accordingly. A wooded parcel, the goal was to provide a small recreation space that immersed visitors in the natural setting. Improvements included an accessible crushed stone trail, a natural surface trail, a restroom, and natural playground. The plan also included improving the natural ecosystem by removing invasive species, and integrating native woodland/wetland species to improve a natural drainage area for storm water runoff.

The project is now being implemented by Cascade Township. Construction is anticipated to be complete by summer of 2024.

PROJECT INFORMATION

- Master plan for a newly acquired parcel by the township
- Include recreational opportunities that immerse users in the woodland space, while minimizing the impact to the natural areas.
- Removal of invasive species and integration of native species



**Legend**

(A) Shared Parking	(J) Trailhead Signage
(B) Additional Parking	(K) Single Restroom
(C) Unity Spiritual Community Church	(L) Seating/Picnic Area
(D) Utility Shed (Church)	(M) Central Nature Play Area
(E) Rose Garden (Church)	(N) Trail Side Natural Play Features
(F) Native Species Restoration	(O) Barrier Fencing
(G) Existing Asphalt Trail	(P) Swinging Bench
(H) Accessible Aggregate Trail	(Q) Site Drainage Area: Wooded Wetland Plants
(I) Natural Surface Trail	



LANSING, MI  
BEACON PARK MASTER PLAN

CONCEPT PLAN LEGEND

- 1 PICKLE BALL COURTS
- 2 WIFFLEBALL
- 3 BELGIAN BOLLING
- 4 BOCCIE BALL / CURLING
- 5 NEW PAVILION
- 6 SHELTERS
- 7 PATIO
- 8 HISTORIC COTTAGE
- 9 RESTROOMS
- 10 NEIGHBORHOOD LAWN
- 11 ATHLETIC FIELDS
- 12 DOG RUN
- 13 PLAYGROUND
- 14 SPLASHPAD
- 15 HISTORIC ENTRY
- 16 POLLINATOR HABITAT / NATIVE PLANTS
- 17 HAMMOCK AREA
- 18 PING PONG / CORN HOLE / GAGA BALL
- 19 MONUMENT SIGN
- 20 TRAFFIC CALMING (To Be Studied)
- 21 BASKETBALL COURT UPDATES (Half Courts, with potential expansion)
- 22 WALKING TRAIL / SIDEWALK
- 23 PARKING
- 24 TREES



MISHAWAKA, IN  
ROSE PARK MASTER PLAN







CASCADE TOWNSHIP, MI  
FRIENDSHIP PARK

### PROJECT OVERVIEW

Native Edge was the lead designer and principal in charge for the development of Friendship Park in Cascade Township. The goal of this project was to activate the underutilized outdoor space adjacent to the library, and extend library programs and functionality to the grounds. The park was designed with a variety of spaces to accommodate active and passive activities for groups of all sizes. The park features a large 60-foot diameter pavilion with green roof for events and other gatherings, and acts as the anchor for the new park. Other prominent features include a fountain, native gardens, native prairies, woodland playscapes, and a variety of seating and gathering areas. This park will be completed in the summer of 2024 and will serve as a premier destination for the community.





GRAND RAPIDS, MI  
CALVIN UNIVERSITY ECOSYSTEM PRESERVE



### PROJECT OVERVIEW

This project involved developing a master plan, site design, and construction documents for the Calvin College Ecosystem Preserve and Bunker Interpretive Center. The goal of this project was to develop a site plan for the plaza and grounds at the entrance of the Bunker Interpretive Center to create a space that could both showcase native landscapes and native plants, and be a welcoming gathering space that reflected a classic university setting. We were in charge of developing the project program, concepts, site design, construction documents, and planning plans. This project was constructed in 2017, and Mr. Landon was involved in construction oversight and administration, plant design layout, and coordination with contractors during the construction process.





CITY OF ST. JOSEPH, MI  
RIVERVIEW PARK MASTER PLAN

## PROJECT OVERVIEW

Native Edge was part of a project team that was tasked with developing three master plans for three different parks for the City of St. Joseph. Wes was in charge of developing the master plan for Riverview Park, a 100-acre park which fell primarily within the floodplain of the St. Joseph River. Wes was responsible for collecting detailed site inventory and analysis, coordinating with the DEQ on potential regulatory issues, developing concepts, collecting and analyzing community input, and developing the final master plan for the site. The goal was to create a park that was more resilient to flooding issues,

dealt with stormwater better, was a functional and beautiful community park, and created wildlife habitat by bringing back and restoring native habitats. The final plan featured restored mesic and wet-mesic prairie habitats, restored forested wetlands, new trails, boardwalks and overlooks, dramatically reduced turf grass areas, naturalized shorelines, fishing opportunities, a new community building, disc golf course, boat launch, kayak launch, expanded parking options, and a number of other passive and active recreation opportunities.



**PROJECT OVERVIEW**

The scope of work for this project involved developing three different master plan options for a vacant lot within the limits of the City of Berkley. Wes was the lead designer in charge of synthesizing the wants and needs of the community and the parks and recreation board, and developing design options which displayed the variety of ways in which the park could be developed. Wes also identified that this

park was being developed directly adjacent to an existing park, but the City was not planning for any synthesis between the two areas. Wes raised this issue with the City, which quickly decided to make the adjacent park part of the overall project, allowing us to create one, cohesive community park, which functioned as a single unit and did not duplicate functions or features.

# MASTER PLANNING PROCESS & APPROACH

Our professional responsibility includes working with Cascade Township to create a Master Plan for Cascade Recreation Park that addresses current concerns and provides improvements and new experiences for all residents and visitors to enjoy. This plan would address the conditions of existing amenities and natural features and provide recommendations for improvements and potential new amenities and features. This will be completed as a master plan process, emphasizing effective engagement strategies.

The process is broken down into four sections:

- Collecting Contextual Information
- Community and Stakeholder/Staff Engagement
- Development of Preliminary Plan Options
- Preparing the Final Master Plan and Report

## COLLECTING CONTEXTUAL INFORMATION

Without context, every decision is a guess. To develop a more effective Master Plan, the process begins with an in-depth contextual inventory and analysis. This inventory includes both social/cultural information as well as the physical condition of amenities and natural features of the park. This inventory and analysis will provide the baseline information needed for engagement and project recommendations. Scope items include:

- Conduct a Project Initiation Meeting with the Advisory Committee (This should include the Parks Director, Township Manager, Parks Committee Representative, and others as appropriate)
- Conduct site inventory and analysis of all infrastructure and its condition and capacity, including structures, utilities, parking, and amenities.

- Incorporate relevant information from the 2023-2027 Cascade Township 5-Year Parks Master Plan, 2023 Parks Committee priorities list for Rec Park, 2022 Cascade Township Strategic Plan, 2014-2019 Cascade Township 5-Year Parks Master Plan, Cascade Township Pedestrian Pathways Maps, in-progress Cascade Township Master Plan, and other related documentation
- Catalogue all site existing physical conditions through site visits and available GIS data
- Review vehicular and pedestrian circulation, and ADA accessibility of all amenities
- Address site context within surrounding area
- Summarize the social, demographic, and historical context
- Provide an analysis summary of the information

## COMMUNITY ENGAGEMENT STRATEGY OVERVIEW

This process will focus on informing and engaging as many residents as possible; whether that is taking advantage of Cascade's social media use to reach members of the community conveniently, providing information in the Cascade Connections Newsletter, public input survey, and a community project open house to address the needs of the Cascade community. The full scope includes:

**Public Input Survey:** We will produce an online survey for distribution to residents. The survey will focus on obtaining more specific feedback that will supplement and build upon the feedback received during the Parks Five-Year Master Plan process. The township should advertise the survey on social media, the quarterly newsletter if timing allows, posters at the park, and other media channels as necessary. We will compile responses and provide a summary and analysis.





**Stakeholder/Staff Engagement:** We will meet with township staff to discuss project goals, priorities, and strategies. This would include the Township Supervisor, Manager, Parks Director, Maintenance Director, and others if desired. We will also attend a Parks Committee meeting to gather input from members.

Engagement will also include representatives of user groups or other community groups. We will work with the Project Advisory Committee to establish the list at the kick-off meeting. With kids in youth baseball and soccer programs, we are familiar with the different local leagues and travel teams that could use fields in the park. We will contact league commissioners/ leadership, as well as other organizations such as West Michigan Sports Commission and Ada Township Parks to gather input on area field usage need and patterns. Other stakeholder groups and organizations could include Kent Conservation District, Land Conservancy of West Michigan, Cascade Community Foundation, etc.

**Public Open House:** This meeting will provide an opportunity to gather feedback on the preliminary master plan options and recommendations. It should be conducted as an Open House to provide schedule flexibility for all participants. Like the survey, this should be advertised to residents through various media channels. Scope items include:

- Preparation of display boards showing preliminary plans and recommendations. We will have team members available to discuss the boards with attendees.
- Conduct a short presentation on the draft master plan development, and receive feedback on ideas generated to this point.
- Prepare comment cards for additional feedback.

## **DEVELOP PRELIMINARY PLANS AND IMPLEMENTATION STRATEGIES**

This portion of the Master Plan process synthesizes the information gathered from the context investigations and community outreach portion, so that we can present the opportunities and project recommendations. This includes:

- Engagement process analysis and determinations
- Development of the goals, objectives, and strategies
- Assessment of the Township and public priorities
- Park renovation options and concept plans

Two or three conceptual development plans will be completed based on the site analysis process, Advisory Committee and stakeholder input, and public engagement. The concept plans will be created to fit 24" x 36" display boards. In addition to the site plan graphic, the concept plans will include information about amenities, recreational uses, natural resources, connectivity, etc. These will be presented to the Advisory Committee and at the Public Open House for review and discussion. After a decision on the direction of the renovation plan, a final schematic site plan will be completed. A draft report will also be compiled that will include all project information, including inventory and analysis summary, engagement results and summary, goals, objectives, and implementation strategies, prioritization and phasing, funding mechanisms, etc. These plans will be presented to the Advisory Committee and Parks Committee for feedback.





## FINAL MASTER PLAN PREPARATION

Based on the feedback received by the Steering Committee and public, a final park renovation master plan will be completed.

**Park Renovation Plan Rendering:** This plan will be a 24" x 36" graphic that includes an overall site plan, supporting renderings or graphics, and other supporting information as necessary to convey the plan accurately. This will be provided in digital format and hard copy on a display board.

**Master Plan Summary Report:** (Digital PDF copy, online hosting on Issuu website if desired, and hard copies) This includes:

- Summary of project inventory and analysis
- Public input survey results and summary of community engagement process feedback
- Township/community goals, objectives, and strategies
- Recommendations for renovations, amenities, materials, natural resources, maintenance, etc
- Strategic Implementation Matrix: a spreadsheet of project recommendations, funding partners, phasing timeline, and estimated costs
- The final master plan will be presented to the Township Board.

## DELIVERABLES

### Meetings

- Advisory Committee project initialization meeting
- Stakeholder/Staff Engagement Meetings
- Advisory Committee meeting to review contextual information, analysis, and engagement results
- Advisory Committee meeting to review preliminary concept plan options
- Public Open House to present project information and draft plans
- Parks Committee and Township Board presentation of the final master plan

## Process and Master Plan Deliverables

- 24" x 36" display boards for engagement activities
- Public input survey held online with paper copies if desired for township hall/public locations
- 24" x 36" final renovation master plan rendering in digital format and hard copy mounted on a board
- 8.5" x 11" final master plan report in digital format, online hosting on Issuu website if desired, and up to ten hard bound copies

## CONCLUSION

Troyer Group has assembled an experienced team that enables a contextual and realistic approach to planning. Our experience with design, engineering, and construction provide full process experience and value to the planning process. As we hope to have demonstrated in this proposal, our strengths are providing a service-oriented approach with innovative solutions, thorough analysis, and attention to detail. We know this will result in a master plan that will offer accurate and useful guidance, while being rooted in public support. By choosing the Troyer Group & Native Edge team, you will receive a team with deep expertise and experience in park planning, public engagement, active recreation, infrastructure, site ecology, and natural resources. We look forward to the possibility of working with Cascade Township to help guide the future of Cascade Recreation Park.

### *It comes down to people and their experiences.*

In focusing on people, we provide solutions that create economic, social, and environmental value; working with you to achieve your vision.

**TOGETHER, WE WILL.**



# MASTER PLAN SCHEDULE & FEE SCHEDULE



## ANTICIPATED SCHEDULE

- May 1 - May 15, 2024** Kick Off Meeting & Site Visits
- May 16 - May 31, 2024** Park Inventory & Analysis
- June 1 - June 30, 2024** Stakeholder/Public Engagement
- July 1 - August 31, 2024** Draft Plan Creation
- Sept. 1 - Sept. 30, 2024** Township Review of Draft Plan
- Oct. 1 - Oct. 31, 2024** Final Plan Completion
- Nov. 1 - Nov. 19, 2024** Presentation of Final Plan

## SCHEDULE ANALYSIS AND FIRM CAPACITY

If the planning process can begin in early-May, we are confident we can have the draft plan completed by late August for review. The final plan can be then submitted in November ahead of the requested December deadline. We have the experience and capacity to readily meet the proposed schedule. We have full confidence that we will be able to meet all of your goals for the planning process within the proposed schedule.

## PROPOSED FEE & SUMMARY

Our proposed fee, inclusive of all highlighted scope items is **\$20,000**. Refer to the table below for the requested breakdown of staff hours and rates.

Troyer Group and Native Edge provide a team that is experienced with and dedicated to Cascade Township, bolstered by decades of experience with parks planning and design. From analyzing infrastructure and natural systems, integrating parks trends and proven practices, understanding active recreation and resource stewardship, and engaging the public and leveraging stakeholders, our team has the capabilities to take Cascade Township through the best planning process that will yield a successful park renovation master plan. By choosing Troyer Group and Native Edge, you receive an award-winning team that is passionate about parks and Cascade Township with proven expertise with all the required project elements listed in the RFP.

	Mike Reese	Wesley Landon	Christa Hurley-King	Magdalena Aravena	Ben Smedley
	<i>Landscape Architect Project Manager</i>	<i>Landscape Architect</i>	<i>Landscape Architect</i>	<i>Landscape Architect</i>	<i>Graduate Landscape Architect</i>
Task					
<b>Contextual Information Analysis</b>					
Initial Meeting - Advisory Group	2	2			2
Existing Conditions Inventory	3	1			3
Analysis of Context & Plans	2	1			2
Public Input Survey	1			1	2
Staff/Stakeholder Meetings	6	3			
Inventory/Analysis Summary	3	1			4
<b>Preliminary Plan Development</b>					
Conceptual Plan Options	6	3	1		16
Goals, Objectives, Strategies	3	2	1		4
Public Meeting & Prep	3	3		2	4
Phasing and Prioritization	2				2
Project Advisory Group Meeting	2	2			2
Parks Committee Meeting		2			
Draft Master Plan	8	4	1	1	20
<b>Final Master Plan Preparation</b>					
Updates to Master Plan	3	1			6
Township Board Presentation	2				
Submittal of 1 Digital & 5 Hard Copies	1				2
<b>Total Hours</b>	47	25	3	4	69
<b>Hourly Rate</b>	\$ 160.00	\$ 150.00	\$ 130.00	\$ 120.00	\$ 110.00
<b>Total Labor Fee</b>	\$ 7,520.00	\$ 3,750.00	\$ 390.00	\$ 480.00	\$ 7,590.00
				Total Labor Fee	\$ 19,730.00
				Direct Expenses	\$ 270.00
				<b>Total Fee</b>	<b>\$ 20,000.00</b>



PROFESSIONAL SERVICES PROPOSAL FOR:

# Cascade Recreation Park Renovation Plan

## CASCADE TOWNSHIP

Contact:

**Tiffany Smith**

Phone: 616-451-3346

Email: [tas@mcsagroup.com](mailto:tas@mcsagroup.com)





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CASCADE TOWNSHIP

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# Transmittal Letter

CASCADE TOWNSHIP

## Cascade Recreation Park Renovation Plan

March 22, 2024

Melanie Manion, Parks and Recreation Director  
Cascade Township  
5920 Tahoe Dr. SE  
Grand Rapids, MI 49546-7123

Dear Ms. Manion,

MCSA Group, Inc. is pleased to provide Cascade Township with our professional services proposal for the Cascade Recreation Park Renovation Plan.

In our proposal we have illustrated our extensive experience with master planning, public engagement, phasing and construction cost estimating. Please review our website, [mcsagroup.com](http://mcsagroup.com), for further examples of our playground projects around the state.

We have many long term clients in the Kent County area including but not limited to: Ada Township, City of Kentwood, City of Wyoming, City of East Grand Rapids, and Lowell Township.

Our creativity, along with our functional design approach and attention to detail, will result in a successful, long lasting, low maintenance project while incorporating unique design and detailing into the project.

Sincerely,

Tiffany Smith  
President





# Company Profile

CASCADE TOWNSHIP

## Cascade Recreation Park Renovation Plan

M. C. Smith & Associates, Inc. was formed in March 1977 by Michael C. Smith. The firm provides award-winning Landscape Architectural and Architectural services. Principals include Kathleen G. Waters, RA; Jolanta Stecka, RA; Melinda R. Whitten, RLA; and Tiffany A. Smith, RLA. Michael C. Smith is the firm's Creative Director. On March 15, 2017, MCSA Group, Inc. (M.C. Smith Associates and Architectural Group, Inc.) turned 40 and we became a Woman-Owned Business. In February of 2020 we became a Certified Woman-Owned Business by the US Small Business Administration.

The firm's office is located in East Grand Rapids, Michigan. MCSA Group, Inc. provides Architectural and Landscape Architectural Services for the following types of projects: Public Housing; Federal, State and Municipal Government; Park and Recreation Architecture; Sports Facilities, Historical Rehabilitation; Private and Commercial Buildings; Streetscapes and Plazas; Community and Neighborhood Parks; Waterfront Parks; Sports and Athletic Facilities; Boardwalks, Decks and Bridges; Trails and Linear Parks; Playgrounds; Site and Street Lighting; Signage Design; Site Planning; Community Recreation Plans; Grant Applications and Facility Assessments.



## Company Profile

In addition to our professional staff of Architects and Landscape Architects, MCSA Group, Inc. has excellent consultants for specialized portions of specific projects. These consultants extend our team capabilities by providing such disciplines as: surveying, soils analysis, structural engineering, mechanical and electrical engineering, and traffic engineering.

By offering a full range of professional services through the entire planning, design, engineering and development process, MCSA Group provides each client with comprehensive services. Our diversity ensures a responsiveness to the wide range of issues and concerns facing each client. Our experience enables us to develop solutions that are creative, yet sensitive to each project's specific goals and objectives.

Our professional services are based upon the principle that if a project cannot be appropriately implemented within mutually agreed upon budget parameters, then we have not succeeded. This follows that we do not believe that design principles, as well as sound engineering, need be compromised in any manner. We have demonstrated that outstanding award winning projects can be achieved without needing to be designed beyond budget limitations.

Our construction documents for every project are complete and comprehensive, detailing all components and systems of the construction. Our plans provide contractors a solid base for bidding, resulting in excellent bids. Construction based upon our plans is completed with minimal change orders and in accordance with the established schedule. We provide complete construction administration for all projects.

We practice a high level of sustainable design and believe that both facility development and environmental conservation & preservation can be structured side-by-side and, if properly designed and implemented, will enhance each other.

Our clients, as end users, are most often members of the public. The public facilities and spaces that we design optimize individual and collective experiences, providing positive and enjoyable outcomes for all users. We strive to optimize designs that are easily maintained, have long life cycles, and do not overly tax Owner's budgets for maintenance, management or support.



Collins Park - East Grand Rapids



# Statement of Understanding and Project Approach

CASCADE TOWNSHIP

## Cascade Recreation Park Renovation Plan

Cascade Recreation Park is located in Cascade Township, Kent County, Michigan. There are eight parks and 17 miles of pathways. Parks and pathways are a high priority for Cascade Township.

Cascade Recreation Park, the Townships oldest and most visited park was established in 1973 and contains 55-acres. The park hosts many different passive and active recreation amenities.

It is the intent of Cascade Township to assess the current condition and needs of Cascade Recreation Park based on use and feedback from staff and residents. This project will include development of a Renovation Master Plan for the park including a detailed construction cost estimate that is phased appropriately to allow for multiple years of improvements.

The stakeholders for this project include the Parks and Recreation Director, Parks Committee members and other pertinent Cascade Township staff.

An important part of the planning and design process will be a public survey and public meeting to review the opportunities and potentials for the park and receive suggestions from the citizens of the Township and the park neighbors. Based upon comments and suggestions from the community, up to two (2) alternative concept plans will be developed. These concept plans will be presented and reviewed. The final plan with the proposed improvements and estimate of construction costs will be presented to the Parks and Recreation Director and Parks Committee.

We understand that the final deliverables must be completed by December 31, 2024.

## Project Approach

Our professional services, as proposed, will follow a logical step-by-step, traditional planning process, including inventory, analysis, and synthesis. Our Work Plan will follow the outline of professional services as the following presents:

### Park Master Planning and Design

Task 1: Kick off Meeting: Review project schedule and plan for community engagement.

1. Meet with Township Representatives to review program goals, objectives and list of priorities.

Task 2: INVENTORY (Data Collection and Site Reconnaissance)

1. Collect all available site base data: updated REGIS GIS base maps, topographic and boundary surveys if available, aerial photographs, soils data, planning and zoning data, etc.
2. Walk and photograph all areas of the site.

# Statement of Understanding and Project Approach



3. Compile a list of assets and features of the site.
4. Inventory the site's physical and spatial features.
  - a. Natural features: soils, topography, vegetation, drainage, and others.
  - b. Visual features: exterior views into park, quality/character, and others.
  - c. Land use: existing/park uses, potential conflicts, adjacent land uses, and others.
  - d. Circulation: points of access and bicycle/pedestrian linkages.
  - e. Infrastructure capacity of utilities: water, sanitary sewer, storm sewer, and electric.
6. Prepare Site Inventory in graphic format.

## Task 3: ANALYSIS (Evaluations, Program Development, and Visioning)

1. Park Development Opportunities/Constraints
  - a. Analyzing the location of park elements to identify if this is the most efficient use of space.
  - b. Identify and document physical constraints which will affect development.
  - c. Structural assessment
  - d. ADA assessment
  - e. Identify and document infrastructure systems impacting initial and future improvements, considering phasing and expansion.
  - f. Review site opportunities/constraints with Township Representatives.
2. Park Program Development
3. Review site inventories, opportunities and program. Review/discuss draft of project schedule.

## Task 4: COMMUNITY ENGAGEMENT

1. Develop public survey with Survey Monkey, or other software, to obtain information from the community about their desires for the park.
2. Host a public engagement session to guide the direction of the plan and designs. These will be in addition to an online public survey. We will provide graphic site inventories and other presentation boards to solicit comments from the public.

## Task 5: PARK PROGRAM DEVELOPMENT

1. Develop Park program based upon community feedback and staff input
2. Outline scope of development opportunities/potentials.
3. Meet to review inventory, analysis and park program

## Task 6: SYNTHESIS – CONCEPT PLANS

1. Use Program Alternatives

## Statement of Understanding and Project Approach

- a. Based on data gathered during the public engagement process, we will prepare a written program of park improvement opportunities including:
  1. Size and visual characteristics of use
  2. Support facilities required/desired
  3. Recreation elements
  4. Density and site carrying capacities
  5. Utilization compatibility
  6. Sustainable Design
2. Alternative Concept Plans (up to 2)
  - a. Based upon refined programs, prepare two (2) Alternative Park Concept Plans. The following is a list of items that may be included but will be dependent on community and Township feedback.
    1. Ballfields
    2. Courts (Basketball, Pickleball, Tennis, Sand Volleyball, Bocce Ball,
    3. Disc Golf, (Improved Ts, signage and baskets),
    4. Dog Park - Expansion, Walking Path, Agility Course, Shade Shelter, Pet shower with Pet Fountain
  - b. Architectural elements
    1. Restroom/ Concession
    2. Shelters
    3. Office/ Storage/ Maintenance Buildings
  - c. Vehicular access and Parking
    1. Security - Gates
    2. Maintenance
    3. Accessible Parking near all Elements
    4. Food Truck parking
    5. Event Parking
  - d. Pedestrian access and circulation.
    1. Non motorized pathways
      - Bituminous and concrete hard surfaces for high usage
      - Chips and fines for natural walking pathways
  - e. Fitness stations along the pathways
  - f. Entry features at Thornapple River
    1. Landscaping
    2. Monumental Entry Sign
    3. Motorized gate
  - g. Playgrounds
    1. Universal Component Structures
    2. Universal Individual Elements
    3. Separate Age groups - 2 to 5, 5 to 12, 13 and above
    4. Natural and Traditional
    5. Fitness Station Grouping
    5. Wood Fiber Surfacing and poured in Place Surfacing
    6. Sidewalks within the playground for east supervision and separation between age groups
    7. Splashpads
      - Little Kid
      - Big Kid
      - Low Flow
      - Ground Jets
      - Traditional Spray Elements

## Statement of Understanding and Project Approach

- h. Picnic areas, reading areas, rest areas, etc.
  - 1. Amenities - Shade, Grills, Accessible Picnic Tables and Benches
- i. Focal Points
  - 1. Water Features
  - 2. Sculptures
- j. Signage
  - 1. Wayfinding
  - 2. Interpretive
- k. Lighting
  - 1. Parking
  - 2. Shelter
  - 3. LED and Solar
  - 4. Pathway
  - 5. Sports Field
  - 6. Sports Court
- l. Amenities
  - 1. Benches
  - 2. Waste and recycle
  - 3. Grills
  - 4. Others as identified

### 3. Township Review

#### Task 7: COMMUNITY MEETING

- 1. Host a public engagement session to present the Concept options and obtain feedback

#### Task 8: MASTER PLAN – The Vision

- 1. Based upon Township and Citizen input, refine concept plans to a single final plan and prepare DRAFT color-rendered illustrative Master Plan and Draft Construction Estimate. This plan will incorporate the current needs of the parks as well as develop spaces for future recreation trends.
- 2. Township Presentations - Parks Committee
- 3. Final Master Plan Report .pdf including public meetings, Concept Plans and Final Cost Estimate

#### Task 9: PHASING

During the Design Process we will evaluate and recommend the most appropriate phasing for construction of the park. This will be based upon construction sequencing and available budget.

#### Continuing Services:

If requested, MCSA Group, Inc. can provide engineering, bidding and construction administration services for the construction of the Renovation Plan improvements. At that time, we can provide a proposal for additional services to assist Cascade Township staff in securing contractors for implementing the Renovation Plan.



# Project Schedule

CASCADE TOWNSHIP

## Cascade Recreation Park Renovation Plan

KICK-OFF MEETING	May 2024
INVENTORY Site Inventory Base Data Collection	June 2024
ANALYSIS Township Review Meeting	July 2024
COMMUNITY ENGAGEMENT	August 2024
SYNTHESIS - CONCEPT PLANS Village Review of Concept Plans and Preliminary Cost Estimate	September/October 2024
MASTER PLAN Draft Plan Presentations Final Master Plan	November 2024 December 2024



## References

CASCADE TOWNSHIP

### Cascade Recreation Park Renovation Plan

Val Romeo  
City of Kentwood, Parks and Recreation Director  
E: [romeov@kentwood.us](mailto:romeov@kentwood.us)  
P: 616-656-5275

Kreshawn Martin  
City of Wyoming, Director of Parks and Recreation  
E: [krashawn.martin@wyomingmi.gov](mailto:krashawn.martin@wyomingmi.gov)  
P: 616-530-3164

Derek Mellville  
City of East Grand Rapids, Park and Recreation Director  
E: [dmelville@eastgr.org](mailto:dmelville@eastgr.org)  
P: 616-949-1750

Julius Suchy  
Ada Township, Township Manager  
E: [jsuchy@adatownshipmi.com](mailto:jsuchy@adatownshipmi.com)  
P: (616) 676-9191 ext. 7348

Jerry Hale  
Lowell Township, Township Supervisor  
E: [supervisor@lowelltwp.org](mailto:supervisor@lowelltwp.org)  
P: 616-897-7600





# Project Team Qualifications

CASCADE TOWNSHIP

## Cascade Recreation Park Renovation Plan

The MCSA Group, Inc. team feels the planning design and development of Park and Recreation Facilities for community use and enjoyment involves the careful synthesis of site, social and environmental factors with the principals of planning, design and engineering. We utilize effective project organization, direct client and community involvement, careful research, and creative design for every aspect of every project. This results in implementable solutions for the specific requirements of every project and client situation.

We have a team of highly qualified professionals who, by combining their individual talents, will produce plans of the highest quality and appropriateness. By providing services as a carefully coordinated team of diversely specialized professionals, we can bring the broadest perspective to the project while maintaining the highest degree of understanding of the finest details of master planning, design, engineering and implementation. This approach assures the highest degree of innovation possible for all aspects of this project.

We have performed extensive professional services for numerous large and small public and private clients throughout Michigan. This experience has involved numerous citizen advisory groups, commissions, boards, committees, councils and related administrative/directive bodies.

MCSA Group, Inc. currently has a staff of Graduate Park and Recreation planning and design professionals including Architects and Landscape Architects. Tiffany Smith will be the Principal in Charge, Abigail Dussault will assist. Melinda Whitten will be involved in all Project Planning, Design and Creative Direction.

For the infrastructure and infrastructure capacity analysis, we will utilize LRE, Land Resource Engineering.

Professional resumes of those individuals working on this project follow.

## *Resume*



# **Tiffany A. Smith, R.L.A., CPSI**

## **Principal and President**



### **Registration**

Registered Landscape Architect, State of Michigan

### **Education**

Michigan State University, Bachelor of Science in Landscape Architecture, 2001

Certified Playground Safety Inspector, CPSI

### **Relevant Work Experience**

DNR West Higgins Lake, 2019

City of Wyoming Marquette Park, 2022

Flint Housing Commission, 2020

City of Fennville-Variou, 2022-current

City of Kentwood-Variou, 2020-current

Village of Spring Lake, 2020

City of Coldwater, 2018

*Refer to project experience sheets*

### **Professional Experience (23 years of landscape architecture experience)**

MCSA Group, Inc., East Grand Rapids, Michigan 2001 to date

Adjunct Professor at Lawrence Technological University

Eagle Point Software 2001

MI Dept of Natural Resources–Operations Services Bureau–Engineering Division 2000-2001

MI State University Landscape Architecture Teaching Assistant 2000

MI Dept of Natural Resources–Park and Recreation Bureau–Planning Division 1998-2000

M. C. Smith Associates 1990-1998 (Summers)

### **Professional and Civic Activities**

Member - American Society of Landscape Architects

Member - Sigma Lambda Alpha Fraternity – Michigan Chapter of Landscape Architecture

Honorary Fraternity

Tiffany started with the MCSA Group in 1990 as a high school intern and is now the President and a primary project manager. Tiffany is involved in all aspects of our professional practice from design through project administration. She is an expert estimator appreciated by clients and staff alike for her infectious enthusiasm. Tiffany is an avid gardener and reader. She has 2 Cavalier King Charles Spaniels; 3 Siamese cats, and can actually throw a fly.

## *Resume*



# **Melinda R. Whitten, R.L.A.**

## **Principal and Vice President**



### **Education**

Michigan State University, Bachelor of Science in  
Landscape Architecture

### **Relevant Work Experience**

City of Zeeland-Variou, 2015-current  
Laketown Township Pickleball Courts, 2022  
City of Kentwood-Variou, 2020-current  
City of Fennville-Variou, 2022-current  
Holland Charter Township Beechwood Park, 2022  
Pere Marquette Township, 2021-2023  
City of Wyoming Jackson Park, 2021  
Ingham County McNamara Landing, 2019  
Berrien County Paw Paw Park, 2018  
Cass County Dood Park, 2017

*Refer to project experience sheets*

### **Professional Experience (19 years of landscape architecture experience)**

MCSA Group, Inc., East Grand Rapids, Michigan 2015 to date  
H+L Architecture, Landscape Architect, Denver, Colorado 2006-2014  
Vignette Studio, Landscape Designer, Denver, Colorado 2005-2006  
Michigan State University Engineering & Architecture Services 2003-2005

### **Professional and Civic Activities**

Member - Sigma Lambda Alpha Fraternity – Michigan Chapter of Landscape Architecture  
Honorary Fraternity  
Member - American Society of Landscape Architects

Melinda returned to Grand Rapids from Denver and within 3 years become a Principal and Vice President in the MCSA Group, Inc. Melinda is a consummate Landscape Architect: she is a great designer, prepares complete and perfectly detailed construction plans; illustrates the most outstanding Master Plans and can always develop solutions in the most professional manner. Melinda enjoys sailing, cycling and skiing but, most of all, playing with her daughter and son.

# *Resume*

**Abby Dussault**

**Staff Landscape Architect**



## **Education**

Utah State University, Bachelor in Landscape Architecture,  
Minor in Sustainable Systems

## **Relevant Work Experience**

Producing compelling renderings  
Curating example imagery  
Preparing construction documents

## **Professional Experience**

MCSA Group, Inc., Landscape Architect, East Grand Rapids, MI - January 2024 to date  
Place Landscape Architects, Landscape Designer, Driggs, ID - June 2022 - October 2023  
Southview Design, Design Internship, Mendota Heights, MN - May 2021 - July 2021  
Castle Pines Golf Club, Landscape Maintenance Specialist, Castle Rock CO - Summer 2019/2020

## **Professional and Civic Activities**

Member - American Society of Landscape Architects

Abby recently moved to Grand Rapids from Denver, Colorado. She is proficient with various computer programs and is passionate about creating visually appealing landscape designs with sustainability in mind. Most of her family is from the Midwest, so she is excited to be closer to family and explore the area. Abby enjoys playing tennis, hiking, horseback riding, and playing board games.

## Kyle Patrick, PE

Project Manager

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**Registration/Certification**  
Michigan PE (#6201053635)

**Experience**  
20 years

### Professional Bio

With 20 years' experience, Mr. Patrick has served as project manager on a wide variety of MDOT and local agency design projects. Kyle specializes with governmental clients and appreciates the relationships he has formed with his clients through the experience. Kyle has worked with clients across the state of Michigan, ranging from local townships through MDOT.

Kyle has served as the client/project manager for projects that incorporate nearly all infrastructure elements including storm and sanitary sewer design, water main distribution design, and roadway reconstruction. Kyle works closely with his clients and staff to recognize the project's critical success factors and provide true consultant services to achieve these goals.

Kyle's design responsibilities include geometric design of roadways, pavement design, storm sewer modeling and design, sanitary sewer design, water main design, quantity calculations, cost estimates, construction specifications, traffic signing plans, and MOT plans. Kyle also specializes in roundabout design, responsible for the design of multiple single-lane roundabouts within the state for county road commissions and MDOT.

### Relevant Project Experience

#### City of Kentwood, Michigan – Jefferson Avenue Improvements

Design for 1,500 of residential street reconstruction in the City of Kentwood. Improvements included HMA pavement reconstruction with concrete curb and gutter, water main replacement, concrete drive approaches, concrete sidewalk and ADA ramp construction, and storm sewer improvements. Project was bid using local funds and MDOT Specifications for Construction. Inspection oversight was part of the project responsibilities as well.

#### Clinton County Road Commission, Michigan – Colony & Scott Roads

Design for reconstruction of 1 mile of Scott Road from an existing gravel road to a HMA paved, 2-lane county primary roadway. Design included geometric improvements, drainage enhancements, guardrail installation, and permanent pavement marking with signing. Also included in the project was the installation of a cul-de-sac on the east leg of the Colony Road and US-127 intersection. Project was part of the MDOT Local Agency Program.

#### Clinton County Road Commission, Michigan – Church Road over Muskrat Creek

Design of a 24'x10' concrete box culvert to replace a failed 4-span timber box culvert at the Church Road crossing over Muskrat Creek. Design tasks include precast concrete box details and design, Church Road resurfacing, grading, guardrail design, and restoration. Project was funded locally and used MDOT Standard Specifications.

#### Washtenaw County Road Commission, Michigan – Carpenter Road Resurfacing

Design of 1 mile of HMA cold milling and resurfacing with intermittent concrete pavement reconstruction areas of a 5-lane roadway in Ann Arbor as part of a MDOT Local Agency process. Coordination with MDOT, Washtenaw county government agencies, and local government agencies. Project included reconstruction and resurfacing plans, traffic and pedestrian signal upgrades, ADA ramp upgrades, maintaining traffic pan, and rain garden installation.

#### City of Coldwater, Michigan – Jefferson Street

Road and Utility Design Engineer responsibilities included final design of 1,900 feet of water main and sanitary sewer per City, EGLE, and 10 States Standards. Project also included full-depth road reconstruction including HMA pavement, concrete curb and gutter, concrete sidewalk with ADA ramps, and storm sewer per City, MDOT, and AASHTO standards. Project let as part of the MDOT Local Agency Program.



# Project Experience

CASCADE TOWNSHIP

## Cascade Recreation Park Renovation Plan

A selection of applicable projects follow.

Additionally, please visit our website ([www.mcsagroup.com](http://www.mcsagroup.com)) for additional projects.



Veterans Park in Kentwood, Michigan. This project was constructed including all elements on this plan in two phases in 2020 and 2021. The project includes new restroom/concession/storage building, shade pavilion, splashpad, playground and full size soccer field.



# The Barnum Project

Birmingham, Michigan

## Project Reference

City of Birmingham  
 Ms. Lauren Wood  
 (248) 644-1807 ext 113

## Project Highlights

Construction Completed:  
 Construction Costs over \$1,500,000

## Project Description

MCSA Group provided a Comprehensive Master Plan for the 8-acre community park. Services included comprehensive community visioning workshops and consensus building for the master plan. Comprehensive construction documents and construction phase services were also included.



## Project Experience - The Barnum Project





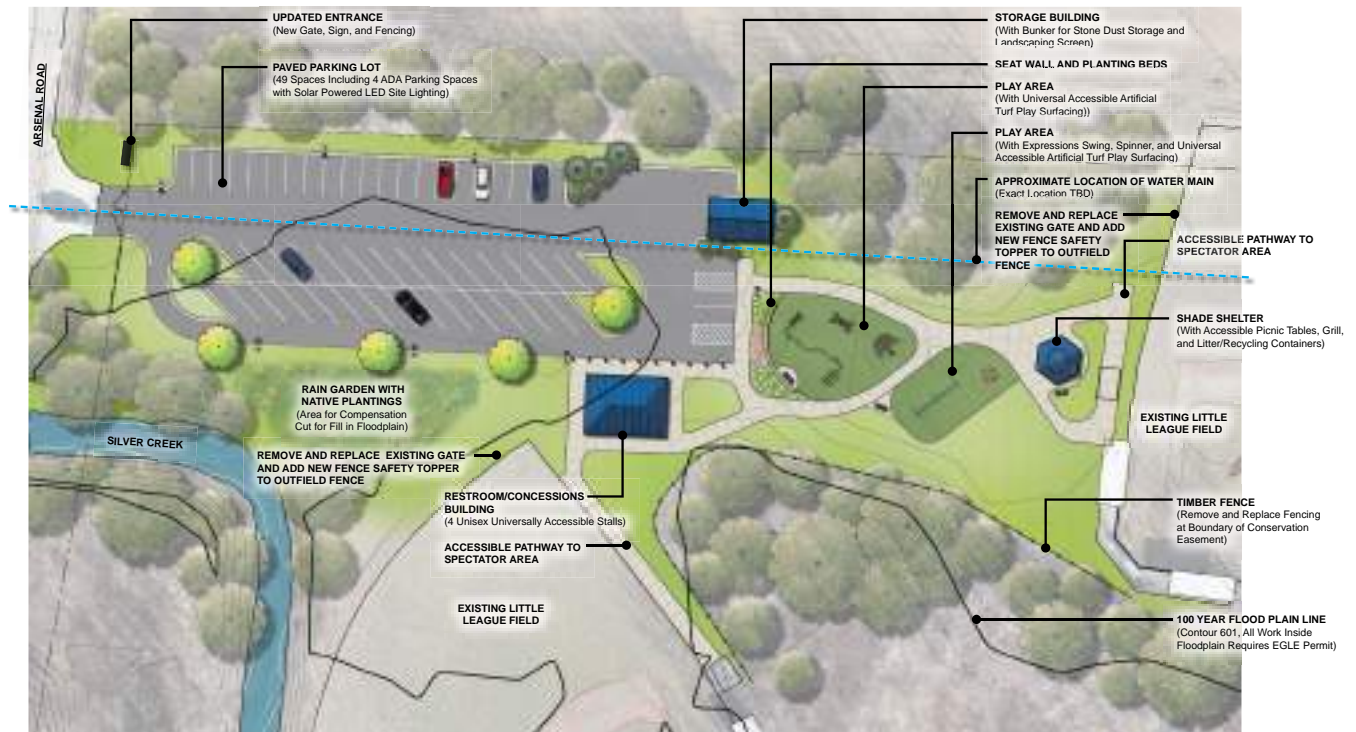
## Thorn Park Brownstown, Michigan

### Project Reference

Charter Township of Brownstown  
Teresa Graves, Parks and Recreation Director  
Phone: (734) 675-0920

## Project Description

Master Plans for Arsenal Park, Thorn Park, the Five-year Recreation Plan and multiple MNRTF Grant Applications.



# Project Experience - Thorn Park



**Final Plan**  
**THORN PARK MASTER PLAN**  
**5-YEAR RECREATION PLAN**  
**BROWNSTOWN TOWNSHIP, MICHIGAN**

NORTH  
  
 SCALE: 1"=60'

DATE: 01/08/2022  
 PROJECT NO.: 2131



**Existing Conditions Plan**  
**THORN PARK MASTER PLAN**  
**5-YEAR RECREATION PLAN**  
**BROWNSTOWN TOWNSHIP, MICHIGAN**

NORTH  
  
 NOT TO SCALE

DATE: 01/08/2022  
 PROJECT NO.: 2131





# Landscape Architecture Services

Canton, Michigan

## Project Reference

Canton Township

Mr. Jonathan LaFever, Leisure Services Deputy Director  
(734) 394-5460

## Project Highlights

Contracted to provide on-going Professional Services for a three-year period.

## Project Description

MCSA Group provided comprehensive services for several parks in Canton, Michigan including Heritage Park, Northeast Playground Improvements, and Kopper Park Improvements. Master Planning was also completed for Victory Park, Independence Park and a future Hydration Stations. These projects included all professional services starting with Master Plan, Design Development, Construction Documents and Construction Administration. Currently MCSA Group is assisting the Township with Barrier Free accessibility improvements to multiple playgrounds and adding shade to an existing Splash Pad.



# Project Experience - Canton Township



Hydration Station Elevation



Kopper Park Master Plan



We-Go-Round - Installation



Kopper Park Playground



Victory Park Master Plan



# John Collins Park

East Grand Rapids, Michigan

## Project Reference

City of East Grand Rapids

Mr. Fred Bunn, Parks and Recreation Director

(616) 949-1750

## Project Highlights

Construction Completed: 2002

Construction Costs over \$1 Million

## Project Description

MCSA Group, Inc. provided Comprehensive Services for a Community Waterfront Park on Reeds Lake, including passive recreation areas, small boat launch facility, restroom building, high school team crew building and waterfront access and viewing facilities. This community space is also used to host movie nights and summer concerts. Services included Comprehensive Master Planning, Community Visioning Workshops, Comprehensive Construction Documents, and Construction Phase Services.



## Project Experience - John Collins Park





# Paradise Park Master Plan

Fennville, Michigan

## Project Reference

City of Fennville

Amanda Morgan, City Administrator

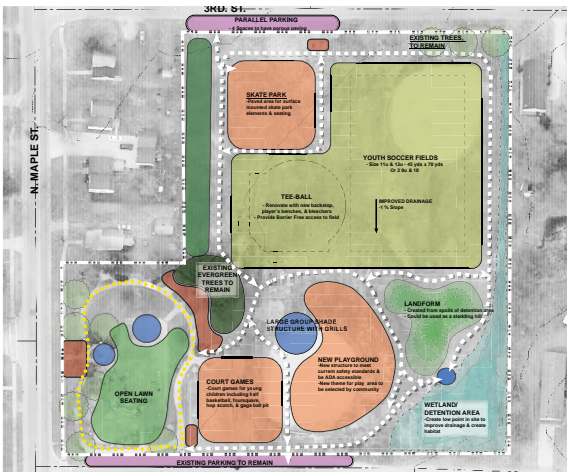
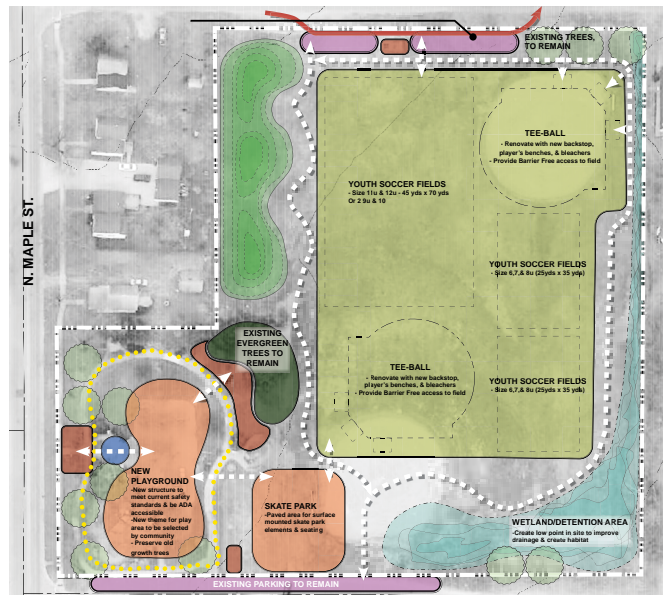
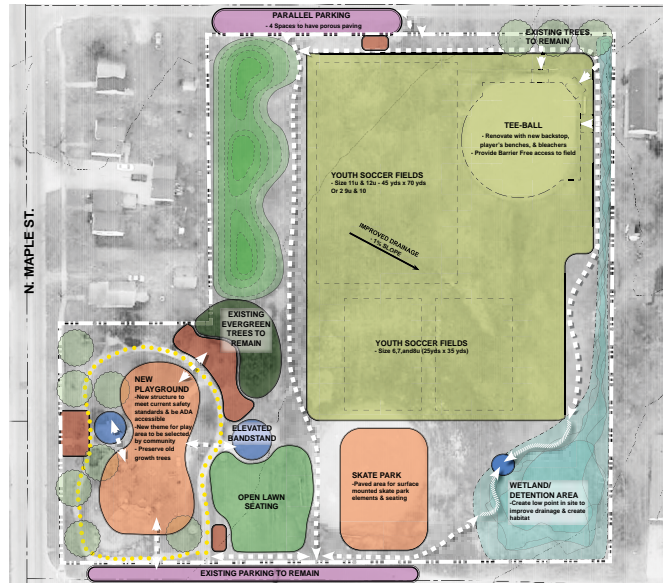
(269) 561-2444

## Project Highlights

Estimated Cost over \$2 Million to be constructed in multiple phases.

## Project Description

MCSA Group provided professional services to develop a comprehensive Master Plan for the 5.5 acre Paradise Park. This process included indepth inventory and analysis for the site and the development of multiple options. These plan options were presented to the community during an open house held at the park. After gathering feedback from the public and the city, a final Master Plan and illustration were prepared. MCSA Group also provided detailed/ itemized cost estimates. Following this process MCSA Group assisted the City with a MNTF Grant application for the construction of Phase I.



Functional Use Diagrams

# Project Experience - Paradise Park Master Plan





## Project Experience - Rosewood Park





# Veterans Park Improvements

## Kentwood, Michigan

### Project Reference

City of Kentwood  
Val Romeo, Parks and Recreation Director  
(616) 656-5275

### Project Highlights

Construction to be Completed Summer of 2020

Construction Costs

Phase One: \$1,465,000

Phase Two: \$572,537

## Project Description

MCSA Group provided comprehensive services for Veterans Parks Improvements including Master Plans, Cost Estimates, Engineering, and Construction Administration.

The City of Kentwood applied for a Community Block Grant. MSCA Group assisted by providing necessary information and plans for application. MCSA Group coordinated specifications, bidding and payment applications in accordance with Kent County Requirements.

Park improvements included removing old pump house/irrigation building, playground with barrier free access, splash pad with shade shelter, group picnic shelter, and restroom building. The restroom building was fully designed by MSCA Group. The building includes family style restrooms and a community room that may be used for the City's Reach Program and other Recreation Events. The building also includes concessions with commercial kitchen, storage space and attic.

The recently completed second phase of this project includes upgrades to the soccer field. The field was expanded to a full size field with cross field drainage and barrier free pathways to spectator and player areas. Currently, sports field lighting is being installed



# Project Experience - Veterans Park Improvements





# Keppel Forest, Park Township

Holland, Michigan

## Project Reference

Park Township  
Mr. Jerry Hunsburger, Supervisor  
(616) 738-4232

## Project Highlights

Construction Completed: 2018  
Total Construction Costs: \$216,000  
Grant Funds: \$148,400

## Project Description

MCSA Group, Inc. provided comprehensive professional services including all Master Planning, Design Development, Site Engineering, Construction Documents and Construction Administration. Park Township utilized the Master Planning Documents and Cost estimates provided by MCSA Group to successfully apply for a Michigan Natural Resources Trust Fund (MNRTF) Grant. Improvements included parking reconfiguration, Barrier free Parking, native prairie area, improve crushed stone and Barrier free walkways. Interpretative signage also provides information about of native plant and animal species throughout the park. Signage also contained material about the park history and Historical Cabin.



# Project Experience - Keppel Forest

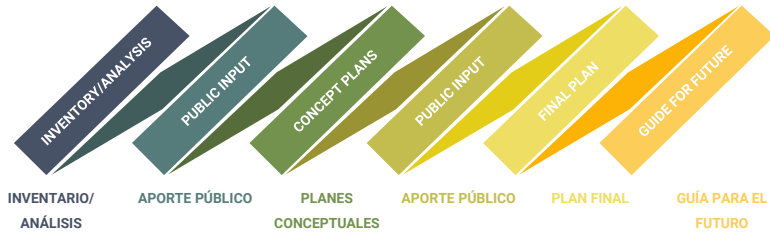




## Community Meeting Presentation Examples

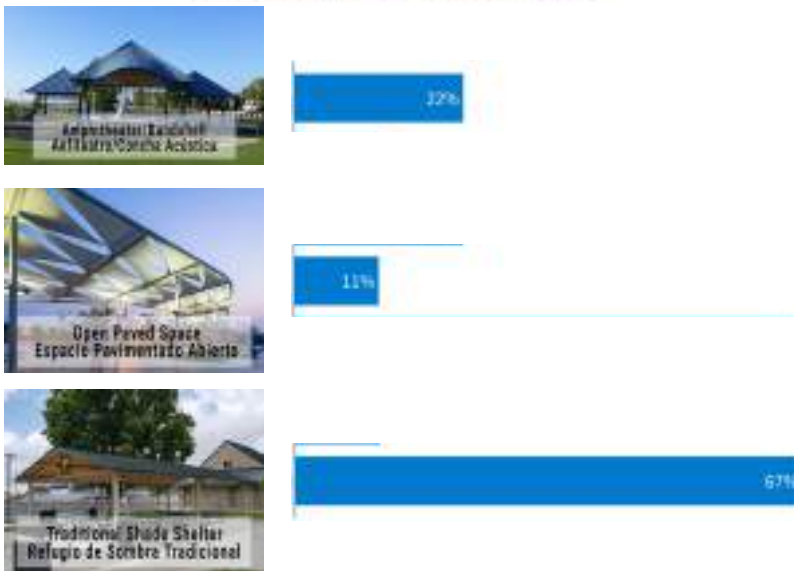
### MASTER PLAN DESIGN PROCESS

### PROCESO DE DISEÑO DEL PLAN MAESTRO



When poll is active, respond at [polls.com/melindawhitten722](https://polls.com/melindawhitten722)  
 or Text **MELINDAWHITTENT22** to **22333** once to join

### What type of gathering spaces do you prefer? ¿Qué tipo de espacios de reunión prefiere?



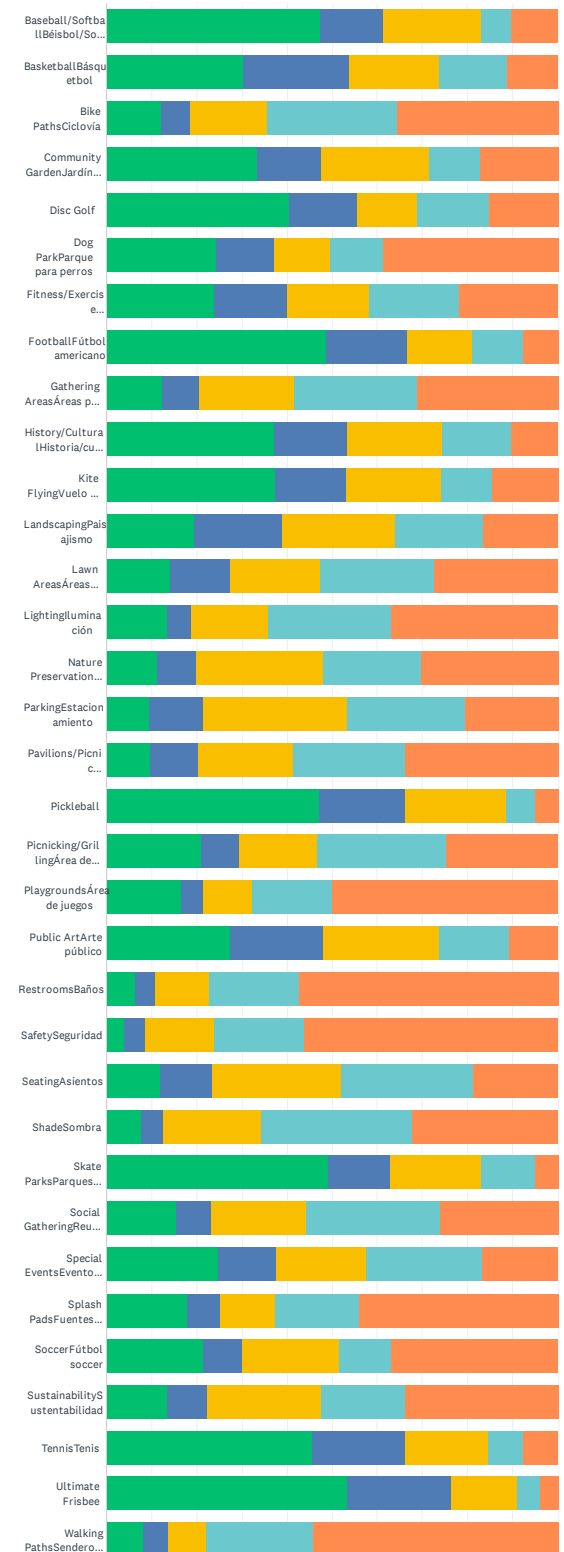
### HOW CAN YOU PROVIDE INPUT? ¿CÓMO PUEDE APORTAR SU OPINIÓN?

- Complete Public Survey / Completar encuesta pública  
[www.surveymonkey.com/r/wyomingmarquettepark](https://www.surveymonkey.com/r/wyomingmarquettepark)
- Fill Out Comment Card / Completar la tarjeta de comentarios
- Design Charrette / Taller de diseño
- Provide Comments Now / Proporcionar comentarios ahora

## Public Survey Response Examples

Q5. For Children in your care, on a scale of 1 to 5, please rate the following items based on the value they will add to Marquette Park (1 being the least valuable, 5 being the most valuable).

Q5. Para los niños bajo su cuidado, en una escala del 1 al 5, por favor evalúe las siguientes opciones basándose en el valor que le agregarían al parque Marquette (1 siendo poco valor, 5 siendo mucho valor).



## Concept Options

## Community Comments



“I think the walking trail by the creek is great, and the improved playground and splash pad area is fantastic. I also really like the walking path that circles the whole park. The added lighting in the parking lot is also very good.”



“I like moving the community garden to the west and having direct access to parking there. I work at Amerikam and I appreciate the shelter on the side of Judd Street. My kids play basketball and i like the half courts proposed. Plus we have little kids in the neighborhood and they'd love a sledding hill. I like having parking off Nagel for the sledding hill.”



“FAVORITE PLAN. Love the trails, moving the sledding hill closer to Nigel provides neighbors less disturbance. Love the added playground near current Kimball field. Appreciate the privacy for Freeman and Whiting street neighbors. LOVE the basketball courts.”

## Project Experience - Marquette Park Master Plan



We met with the students at Godfrey Elementary, Godfrey Lee Early Childhood Center, and Lee Middle School. In addition to students sharing their creative ideas they also made collages of playground equipment they would like from provided catalogs. We also spoke with other stakeholders such as City Staff, Public Safety, and EGLE. After obtaining this information MCSA Group developed 3 Site Plan concepts. These concepts were distributed to the community again through a bilingual electronic survey and two additional community meetings with an interpreter. The feedback received was utilized to develop a Final Master. The public meetings and surveys were advertised by the city using Facebook, emails, and direct postcards. Again, all of these materials were distributed in both English and Spanish. This process resulted in what the City considers to be “the most vetted resident informed Marquette Park development plan.” This plan will be used as the primary strategic planning tool for the development of the park and for future MNRTF Grants.





## Huizenga Park

Zeeland, Michigan

### Project Reference

City of Zeeland

Mr. Kevin Plockmeyer, Assistant City Manager

(616) 772-0871

### Project Highlights

Master Plan: Began in 2015

Phase I Playground: Completed 2018

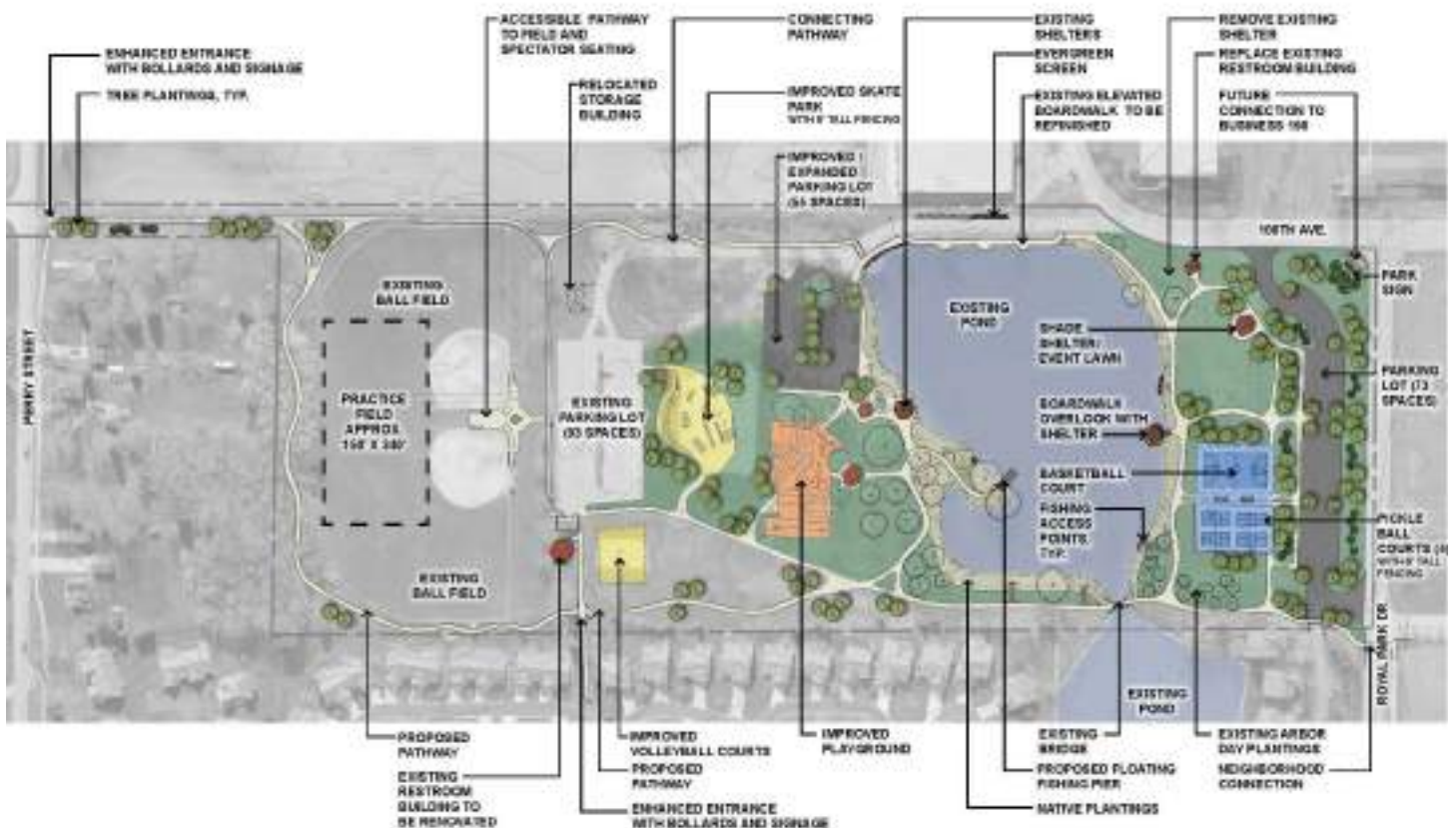
Phase II Pickleball/Restroom: Completed 2019

South Restroom Building Renovation: Completed 2021

Phase III Additional Pickleball: Currently Bidding for 2023

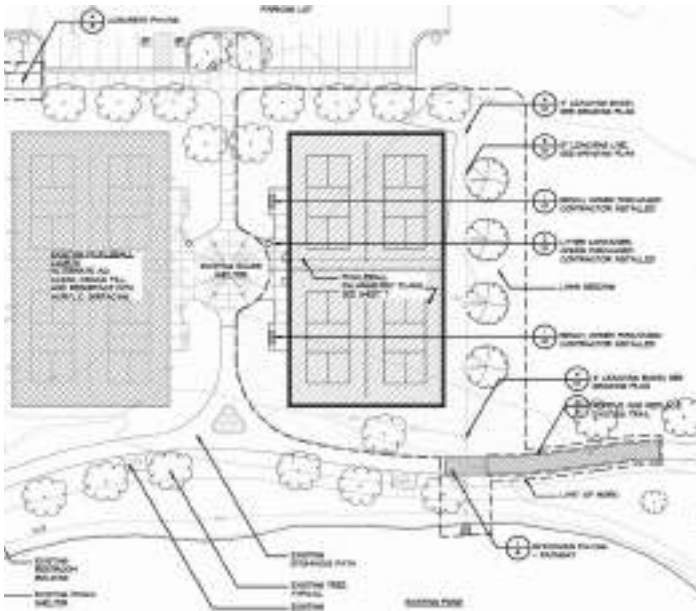
## Project Description

MCSA Group provided the City of Zeeland with comprehensive Master Planning services for Huizenga Park. These services also included CPSI inspection of the safety and maintenance issues of existing LEATHERS Playground. Following the Master Planning process, MCSA Group assisted with the implementation of the improvements in three phase as noted above in project highlights. The complete services including Construction Documents, Bidding, and Construction Administration. All project phases improved Barrier Free accessibility and maintenance.



Early iteration of Park Master Plan

# Project Experience - Huizenga Park





## **Professional Fees**

CASCADE TOWNSHIP

### **Cascade Recreation Park Renovation Plan**

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In accordance with our Scope of Services, we would propose to assist the Cascade Township with the Cascade Recreation Park Renovation Plan for a professional fee of \$17,520.00