



PARKS AND RECREATION COMMITTEE MEETING
LOCATION: TOWNSHIP ANNEX, 7527 HIGHLAND ROAD, WHITE LAKE, MICHIGAN 48383
(FORMER WHITE LAKE LIBRARY)
WEDNESDAY, MAY 11, 2022 – 7:00 PM

White Lake Township | 7525 Highland Rd | White Lake, MI 48383 | Phone: (248) 698-3300 | www.whitelaketwp.com

AGENDA

- 1. CALL TO ORDER/ROLL CALL**
- 2. PLEDGE OF ALLEGIANCE**
- 3. APPROVAL OF AGENDA**
- 4. APPROVAL OF MINUTES**
 - A. Minutes of April 13, 2022
- 5. CALL TO PUBLIC**
- 6. NEW/CONTINUING BUSINESS**
 - A. Parks & Recreation Master Plan Proposal Presentations / Interviews
 1. Beckett & Raeder: 7:05 – 7:35 p.m.
 2. L Groya Consulting: 7:45 – 8:15 p.m.
 - B. Open Sealed Proposal Prices – Parks & Recreation Master Plan
 - C. Parks & Recreation Master Plan Consultant Recommendation
 - D. Stanley Park Biological Assessment Contract Recommendation
 - E. Summer Event – Continuing Discussion
- 7. OTHER BUSINESS**
- 8. STAFF REPORT**
- 9. COMMUNICATIONS**
 - A. Member Communications
- 10. ADJOURNMENT**
 - A. NEXT MEETING DATE: June 8, 2022

Procedures for accommodations for persons with disabilities: The Township will follow its normal procedures for individuals with disabilities needing accommodations for effective participation in this meeting. **Please contact the Township Clerk's office at (248) 698-3300 X-164 at least two days in advance of the meeting.** An attempt will be made to make reasonable accommodations.

**WHITE LAKE TOWNSHIP
PARKS AND RECREATION COMMITTEE**

Regular Meeting

White Lake Township Hall - 7525 Highland Road, White Lake, MI 48383

April 13, 2022 @ 7:00 p.m.

Ms. Carlock called the regular meeting to order at 7:00 p.m. and led the Pledge of Allegiance. Roll was called.

ROLL CALL: Rhonda Grubb
Andrea Voorheis, Township Board Liaison (arrived at 7:53 p.m.)
Kathleen Aseltyne
Merrie Carlock, Chairperson
Deb Deren, Vice Chair

Absent: None

Also Present: Justin Quagliata, Staff Planner
Sherri Barber, Recording Secretary

APPROVAL OF AGENDA

Member Aseltyne moved to approve the agenda as presented. Member Deren supported and the MOTION CARRIED with a voice vote, 4 yes votes.

APPROVAL OF MINUTES:

Member Aseltyne moved to approve the minutes of March 9, 2022 as presented. Member Grubb supported and the MOTION CARRIED with a voice vote, 4 yes votes.

PUBLIC COMMENT:

No public comment.

NEW BUSINESS:

A. Request to pass resolution supporting horse crossing road signs

Staff Planner Quagliata stated there was discussion at the March meeting regarding horse crossing and tractor crossing road signs. The resolution was prepared at the Committee's request. The Road Commission for Oakland County (RCOC) would decide if the signs should be installed. Staff Planner Quagliata presented the resolution.

Member Deren MOTIONED to pass the resolution supporting horse crossing and tractor crossing road signs. Member Aseltyne supported and the MOTION CARRIED with a voice vote, 4 yes votes.

B. Parks & Recreation Master Plan RFP Review & Discussion

Staff Planner Quagliata reported two proposals were received for the Parks and Recreation Master Plan – Beckett and Raeder and Groya Consulting. He recommended the Committee interview both consultants at the next meeting and then make a recommendation to the Township Board. The Committee supported interviewing the two consultants at its May meeting.

C. CISMA Bloomer Park Survey Report (September 2021)

Staff Planner Quagliata discussed the need for treatment of phragmites at Bloomer Park. Member Aseltyne stated would like to use environmentally safe treatment methods. Staff Planner Quagliata stated the phragmites problem was not major at this point but would need to be monitored. Chairperson Carlock would like to treat the phragmites sooner rather than later.

D. Summer Event – continuing discussion

Member Aseltyne reported the bands were booked. She was looking into an arts and humanities grant to help pay for the bands. She had been unable to find an available food truck. An ice cream cart was booked. There was a suggestion to ask Billy's Tip N Inn or Leo's for food. Staff Planner Quagliata stated he would ask the Police Department if the Committee could borrow a tent. Member Aseltyne suggested adding an area asking for volunteers on the flyer and having them respond via email.

Mary Earley (5925 Pine Ridge Ct.) asked if she could get flyers to hand out in their neighborhood. Staff Planner Quagliata stated he would make sure she received flyers. Chairperson Carlock suggested sending flyers to the local elementary schools.

OTHER BUSINESS:

None.

COMMUNICATIONS:

a. Staff Report

Staff Planner Quagliata reported the Stanley Park project was being required to receive formal consultation from the U.S. Fish and Wildlife Service to confirm there would be no adverse impact to Eastern Massasauga Rattlesnakes. He stated the next Michigan Department of Natural Resources (MDNR) window to submit documentation to the National Park Service (NPS) would open in mid-June. He added Bloomer Park had tree maintenance completed by Maxon's.

b. Member Comments

Trustee Voorheis had a special Township Board meeting earlier tonight. There was discussion about a development at the old trailer park behind the Gin Mill party store. She added a new Assessor was hired.

Member Deren reported the backroad run in White Lake is August 6. The Peace, Love, Run event was next weekend at Indian Springs.

Chairperson Carlock learned about e-bikes. She also learned about Oak openings, where you see meadows around Oak trees and blue lupines.

The meeting was adjourned at 8:15 p.m.

The next meeting is Wednesday, May 11, 2022 at 7:00 p.m.

White Lake Township Five-Year Recreation Plan

Proposal for Professional Services

April 1, 2022



River Raisin Heritage Corridor | Monroe, Michigan



innovative

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Beckett & Raeder
*Landscape Architecture
Planning, Engineering &
Environmental Services*

April 1, 2022

Justin Quagliata
White Lake Township
7525 Highland Road
White Lake, MI 48383

Regarding: White Lake Township Five-Year Recreation Plan Proposal

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initiative

Mr. Quagliata,

On behalf of Beckett & Raeder, Inc. (BRI), I enthusiastically submit our proposal for your consideration to update White Lake Township’s Parks and Recreation Master Plan. Our multi-disciplinary team of planners and landscape architects gives us perspective on how to apply mobility, design, connectivity, and accessibility best practices to the Township’s recreational system.

BRI has a long-standing relationship with the Township, starting with our successful renovation of Bloomer Park as a natural area and the Master Plan for Hidden Pines Park. More recently, BRI has completed the 2020-2021 Master Plan for Stanley Park where we are beginning the Phase 1 implementation after receiving a Land and Water Conservation grant. We believe that continuity in visioning and execution is of tremendous value. Not only is it more efficient but it lends itself to a more cohesively designed system for its residents and visitors to enjoy. We believe our history of working in the Township makes us well positioned to help establish and achieve the greater recreational vision.

We look forward to delivering you a user-friendly and practical plan that enhances the Township’s character and serves the publics’ needs. Please do not hesitate to contact me at 734.663.2622 or bbarrick@bria2.com if I may offer any further information.

Thank you,



Brian Barrick, PLA, ASLA
Principal

Beckett & Raeder, Inc.
535 West William, Suite 101
Ann Arbor, MI 48103

Petoskey Office
113 Howard St.
Petoskey, MI 49770

Traverse City Office
148 East Front Street, Suite 207
Traverse City, MI 49684

Toledo
419.242.3428 ph

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734 663.6759 fx

231 347.2523 ph
231 347.2524 fx

231 933.8400 ph
231 944.1709 fx

www.bria2.com

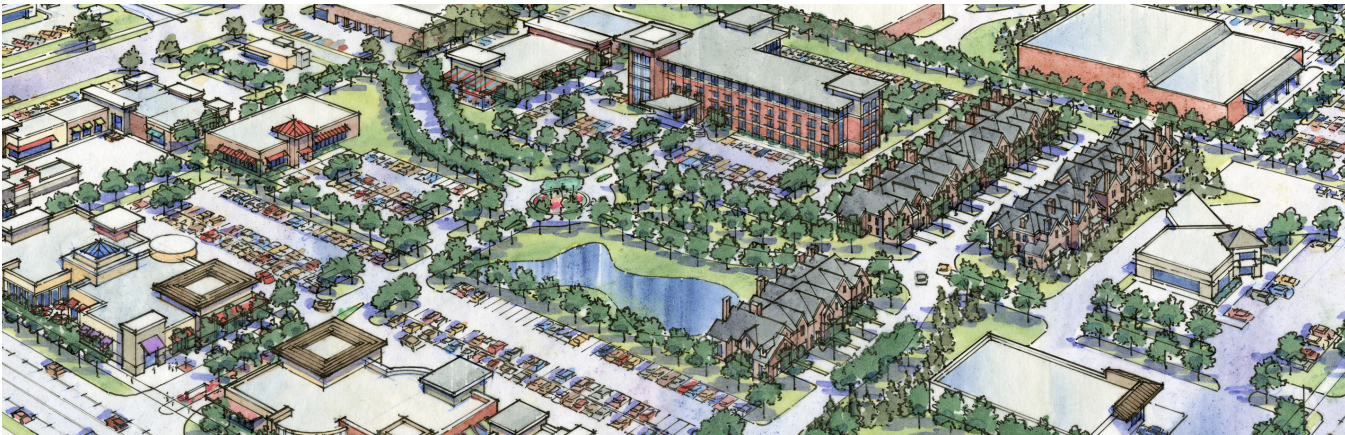


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Business Organization

Business Organization



Norton Shores, Michigan

Beckett & Raeder, Inc. is a Michigan Corporation headquartered in Ann Arbor with additional offices in Petoskey and Traverse City, Michigan. The firm includes landscape architects, planners, civil engineers, LEED accredited professionals, and support staff maintaining registrations in the States of Michigan, Ohio, Indiana, and Illinois and certification at the national level.

HISTORY

Beckett & Raeder, Inc. was established as a Michigan corporation in 1966 with its corporate office in Ann Arbor, Michigan. BRI is also licensed to operate in the State of Ohio.

SERVICES

Major areas of practice and scope of services include sustainable design, land use programming and analysis, master planning, campus planning, placemaking, site planning and civil engineering, site development, municipal engineering, storm water management, downtown revitalization and redevelopment, community planning and urban design, economic development, public/private development services, and environmental services.

OWNERS, PRINCIPALS, AND/OR OFFICERS

- Deborah Cooper, President
- John Iacoangeli, Executive V. P & Treasurer
- Christy Summers, Secretary
- Brian Barrick, Principal
- John Beckett, Principal
- Kristofer Enlow, Principal
- Christopher DeGood, Principal

PHILOSOPHY

All commissions accepted by the firm are accomplished under the direct supervision of one of the firm’s seven principals. Senior Associates, Associates, Project Landscape Architects, Planners, and Engineers are assigned to projects in accordance with their individual expertise and the requirements of the project. In keeping with the philosophy of the office, the project team is involved in all aspects of the work through its entire duration. The firm routinely engages other consultants, as the work plan requires.

LOCATIONS

Ann Arbor
 535 W. William,
 Suite 101
 Ann Arbor, MI 48103
 Tel: 734.663.2622
 Fax: 734.663.6759

Traverse City
 148 E. Front St.
 Suite 207
 Traverse City, MI 49684
 Tel: 231.933.8400
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Petoskey
 113 Howard Street
 Petoskey, MI 49770
 Tel: 231.347.2523
 Fax: 231.347.2524

WEBSITE
www.bria.com

CONTACT:
 Brian Barrick, PLA, ASLA
 Principal
 734.663.2622 | bbarrick@bria2.com

Our Services



*Michigan Recreation and Park Association (mParks), Outstanding Park Design Award, 2018,
Petoskey Downtown Greenway, South Segment | Petoskey, Michigan*

INFRASTRUCTURE

Storm Water Management
Water Distribution Systems
Sanitary Sewer Systems
Capacity Analysis
Capital Improvement Program
Wellhead Design & Protection
Pavement Evaluation
Streets and Roads
Onsite Sewage Treatment
Utility Marking
Parking

COMMUNITY PLANNING & ZONING

Comprehensive Master Plans
Brownfield Redevelopment
Zoning Ordinance /Codes
Specialized Zoning Ordinance

Provisions Development
Standards and Guidelines Site
Plan Review
Strategic Planning
Expert Witness Zoning Testimony
Community Development
Greenway Planning
New Urbanism

ENVIRONMENTAL SERVICES

Site Evaluation & Analysis
Low Impact, Conservation Design
Wetland Delineation
Constructed Wetland Design &
Installation
Wetland Restoration
Storm Water Management

ANALYSIS & EVALUATION

Site Analysis
Feasibility Studies
Site Selection Studies
Buildout Analysis
Market Analysis
Demographics
Natural Features Interpretive
Studies

PROJECT CONSTRUCTION

Construction Administration
Field Inspection
Storm Water Operator
Bridge Inspection
Specification Writing
Project Cost Estimating
Construction Drawings

Our Services



2016 Honor Award, Michigan Chapter, Landscape Architectural Sustainability Marshbank Park | West Bloomfield Township, Michigan

DOWNTOWN & ECONOMIC DEVELOPMENT

Brownfield Redevelopment
Grant Writing
Downtown Management
Downtown Master Plans
Special Finance Districts
Adaptive Reuse Studies
Retail Market Analysis
Strategic Planning/Visioning
Workshops
Physical Design Plans
Streetscape Design & Implementation
Wayfinding & Signage
Tax Increment Financing & Development Plans
DDA Creation

SITE DESIGN

Planting Design
Irrigation Design
Grading Plans
Utility Plans
Pavement Design
Lighting Design
Site Design Guidelines
Park Design
URBAN DESIGN
Corridor Design & Planning
Streetscape Design
Waterfront Design

FACILITY DESIGN

Marina Design
Playground Design
Athletic Facility Design
K-12 Site Development

Subdivision Design
Campgrounds
Parks Design
Higher Education

MASTER PLANNING

Campus Planning
Traditional Neighborhood & Small Town Design
Community Master Planning
Watershed Planning
Recreation Master Planning
Park Master Planning
Rural Land Planning Services
Land Use Planning

Selected Recent Awards



Design charrette for City of East Jordan Master Plan | City of East Jordan, Michigan

MICHIGAN RECREATION & PARK ASSOCIATION

Design Award, Outstanding Facility 2017
Silver Lake State Park
Mears, Michigan

Landscape Design Award, 2014
White Lake Bloomer Park
White Lake Charter Township,
Michigan

Outstanding Park Design Award, 2013
Argo Cascades
Ann Arbor, Michigan

Design Award, Landscape Design, 2011
Bear River Valley Recreation Area
City of Petoskey, Michigan

Landscape Design Award, 2011
Marshbank Park
West Bloomfield Township,
Michigan

Landscape Design Award, 2010
Outdoor Learning Center
Central Michigan University
Mount Pleasant, Michigan

URBAN DESIGN AWARDS

Urban Design, 2018
Jackson Downtown Streetscape
Jackson, MI

Urban Design, 2017
Jackson Blackman Park Expansion
Jackson, MI

HONOR AWARDS

Honor Award
Monroe Coastal Zone
Management Plan
Monroe, MI

Honor Award
River Raisin Esplanade
Monroe, MI

Honor Award
"Michigan Social Erosion
and Sedimentation Control
Guidebook"
State of Michigan

Honor Award
"Housing for the Elderly
Development Process"
Michigan State Development
Authority

AMERICAN SOCIETY OF LANDSCAPE ARCHITECTS

Merit Award, Michigan Chapter, 2017, General Design
Chicago Drive Corridor
Grandville, Michigan

Merit Award, Michigan Chapter, 2017, Planning & Analysis
Peshawbestown Community
Master Plan
Peshawbestown, Michigan

Merit Award, Michigan Chapter, 2016, Landscape Architectural Design
Jackson Blackman Park Expansion,
Jackson, Michigan

Merit Award, Michigan Chapter, 2016, Landscape Architectural Sustainability
Wall Street East Parking Structure,
Ann Arbor, Michigan

Honor Award, Michigan Chapter, 2016, Landscape Architectural Sustainability
Marshbank Park
West Bloomfield Township,
Michigan

Selected Recent Awards



River Raisin Heritage Corridor | Monroe, Michigan

Merit Award, Michigan Chapter, 2015, Landscape Architectural Design
Munger Graduate Residences,
University of Michigan
Ann Arbor, Michigan

Merit Award, Michigan Chapter, 2014, Historic Significance
Petoskey Bayfront Park
Petoskey, Michigan

Merit Award, Michigan Chapter, 2013, Planning & Analysis
River Raisin Heritage Corridor
East Master Plan
Monroe, Michigan

Merit Award, Michigan Chapter, 2010
Outdoor Learning Center
Central Michigan University
Mt. Pleasant, Michigan

EDUCATION DESIGN SHOWCASE

Project of Distinction, 2017 Outstanding Design and Architecture
Lasch Family Golf Center,
Michigan State University
East Lansing, Michigan

NATIONAL TRUST FOR HISTORIC PRESERVATION

Richard H. Driehaus National Preservation Honor Award, 2014
McGregor Pool
Wayne State University
Detroit, Michigan

MICHIGAN HISTORIC PRESERVATION NETWORK

Government/Institution Award, 2016
River Raisin Heritage Corridor,
East Master Plan
Monroe, Michigan

Cultural Landscape Award, 2014
McGregor Memorial
Conference Center Reflecting
Pool and Sculpture Garden
for Contribution to Historic
Preservation in Michigan
Wayne State University
Detroit, Michigan

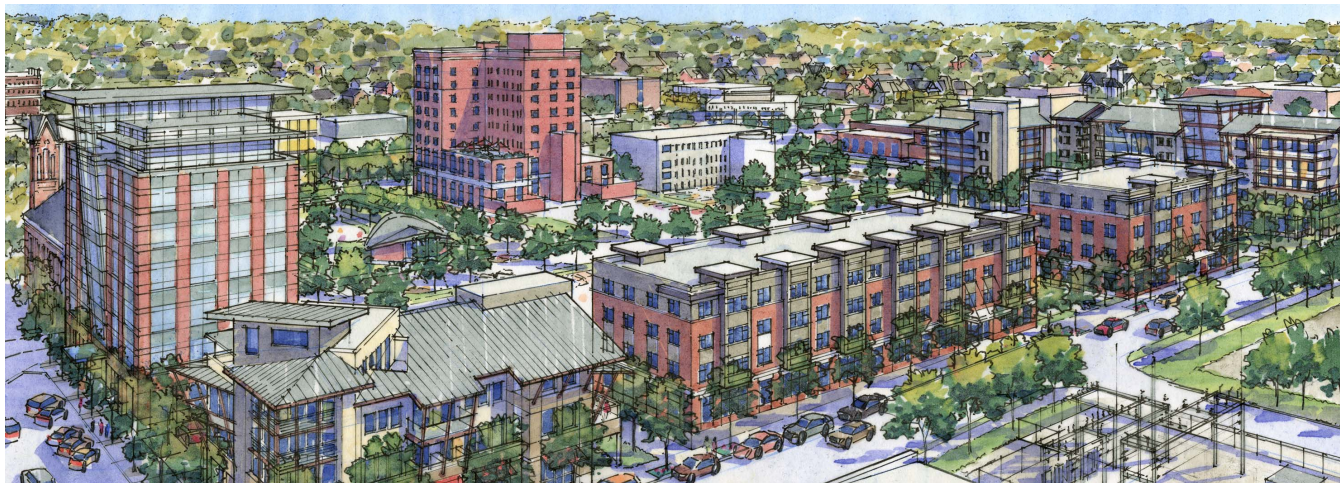
GREAT LAKES PARK TRAINING INSTITUTE

Great Lakes Park, Facility, & Recreation Program Award, 2013
Marshbank Park
West Bloomfield Township,
Michigan

OAKLAND COUNTY

Oak Land Award, 2012
Marshbank Park
West Bloomfield Township,
Michigan

Professional Affiliations & Organizations



Jackson Streetscape Master Plan | Jackson, Michigan

Beckett & Raeder, Inc. is staffed by registered professional engineers, landscape architects, community planners, and environmental and ecological professionals and has specialized training and maintains professional affiliation with the following:

ACCREDITATIONS

U.S. Green Building Council LEED Accredited Professionals
 Form Based Code Institute (FBCI)
 Congress for the New Urbanism Accreditation (CNU-A)

CERTIFICATIONS

Michigan Economic Development Association
 Certified Economic Development Professional
 Certified Stormwater Operator
 Housing Development Finance Professional (HDFP)
 Project Management Boot Camp
 PASER Road Rating
 Planning and Zoning Instructor (MAP)
 Certificate of Real Estate
 Certified Playground Safety Inspector (CPSI)
 American Institute of Certified Planners (AICP)
 National Charrette Institute Certification (NCI)

REGISTRATIONS

Professional Registered Engineers

- » State of Michigan (PE)
- » State of Ohio (PE)

Professional Landscape Architects

- » State of Michigan (PLA)
- » State of Ohio (PLA)
- » State of Illinois (PLA)
- » State of Indiana (PLA)
- » Council of Landscape Architects Registration Boards

Residential Builder License

- » State of Michigan

SPECIALIZED TRAINING

EPA Brownfield Redevelopment
 People, Places and Placemaking
 Economics of Place
 Neighborhoods, Streets and Connections
 Form Planning and Regulation
 Collaborative Public Involvement
 Applied Placemaking
 Complete Streets
 Geographic Information Systems
 FEMA ICS-100, IS-00029, EFS 15
 FEMA ICS-200, IS-00700 (NIMS)
 Green Roof Design
 Charrette System Training (NCI)

Professional Affiliations & Organizations

MEMBERSHIPS

American Planning Association (APA)	American Society of Landscape Architects (ASLA)	American Society of Civil Engineers (ASCE)	American Public Works Association (APWA)	Congress for the New Urbanism	Urban Land Institute
Michigan Recreation and Parks Association	Improving Michigan's Access to Geographic Information Networks (IMAGIN)	Institute of Transportation Engineers (ITE)	Michigan Association of Physical Plant	Administrators (MIAPPA)	Michigan Association of Planning (MAP)
MAP Planners in Private Practice	Michigan Complete Streets	Michigan Downtown Association (MDA)	National Trust for Historic Preservation	Michigan Historic Preservation Network	Michigan Municipal League (MML)
National Society of Professional Engineers	Michigan Rural Network	Michigan Society of Professional Engineers	Michigan School Business Officials (MSBO)	National Complete Streets	South Oakland County Municipal Engineers (SOCME)



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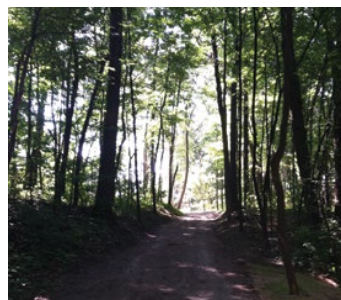
Previous Experience

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*Landscape Architecture
 Planning, Engineering &
 Environmental Services*

Bloomer Park

*White Lake Township, Michigan
 MRPA 2014 Landscape Design Award*



The Bloomer Park property is 28 acres of stunning beauty. Dramatic topographic features in the park include tall bluffs along Grass Lake, several glacial kettle wetlands, and rolling upland hills. While State Park status protected the park from development and preserved its spectacular ecosystems for many years, the park began falling into disrepair beginning in the 1970s as State budgets dwindled. Eventually, all the State Park amenities were removed and the park was largely forgotten.

White Lake Township's purchase of the property became an opportunity to re-envision it as a recreational asset. After decades of neglect, Township residents cast a vision for the property as a "natural area" park with passive recreational uses. With the assistance of Beckett & Raeder, the White Lake Township Parks and Recreation Committee held community meetings to guide development of a detailed plan for the park sensitive to its natural features.

Construction began in late Summer 2012 and was completed in Spring 2013. The end result spectacularly achieves its goal of complimenting the park's natural

features. Improvements included universally accessible limestone fines paths, benches and interpretive panels, a picnic shelter, and an overlook platform where visitors can enjoy the experience of being out over the water, relaxing on the benches or trying their luck at the universally accessible fishing area. Other improvements included vehicular parking and trail surfaces that are permeable and universally accessible limestone. Any storm water that runs off the permeable parking area is directed to an infiltration bioswale. The park improvements also feature natural timber and fieldstone construction harkening back to State Park aesthetics defined by local materials.

Role: Final design and engineering, construction administration, grant administration

Consultant Fee: \$36,640

Timeframe: 2011-2013

Owner Contact: Sean O'Neil, White Lake Township Planning Director, Ph 248.698.3300
 E- mail: soneil@whitelaketwp.com



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Planning, Engineering &
Environmental Services

City of Farmington Hills Department of Special Services Parks and Recreation Master Plan

Farmington Hills, Michigan



Farmington Hills is home to impressive recreational assets like the Nature Center where visitors learn from nature, Ice Arena to practice sports, and the Longacre House to hold events. Community events account for almost 30% of the Recreation Division's activities. Some of the highlights include the Annual Great Campout, Fly & Fry, and the Fashion Show fundraiser. The DSS also takes steps toward improving its carbon footprint through water bottle refill stations, installation of LED lights, and the increase of recycling bins in the parks.

A thorough on-the-ground inventory was conducted on all of the existing parks, natural areas, and recreation facilities owned or leased by the City of Farmington Hills. Each park and facility were visited, and a detailed inventory of the number, type, level of accessibility, and condition of recreation equipment and facilities were documented in order to determine areas where the department can focus on improvement efforts.

Farmington Hills sought out the community's opinion in two different formats: two group visioning sessions and a community-wide survey. The two approaches allow for different types of interaction: a survey allows people to respond candidly in anonymity, and a face-to-face visioning session with City leaders and residents allows for productive exchange, consensus-building, and education. The combination of the two provides for breadth and depth on important recreation matters. The findings from all of the community engagement influence the action plan which is a set of strategies that guides the Department of Special Services in their decision-making process over the next five years.

The action plan represents thoughtful steps that an agency can take to improve its recreation system within a 1 to 5 year time horizon. The action plan is categorized by major themes that emerged from residents and on-the-ground assessments. The four topics of consideration that rose to the top were: Accessibility, User experience, Connectivity, System Wide Environment, and Communication.



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Eaton County Crandell Park Site Plan Eaton County, Michigan

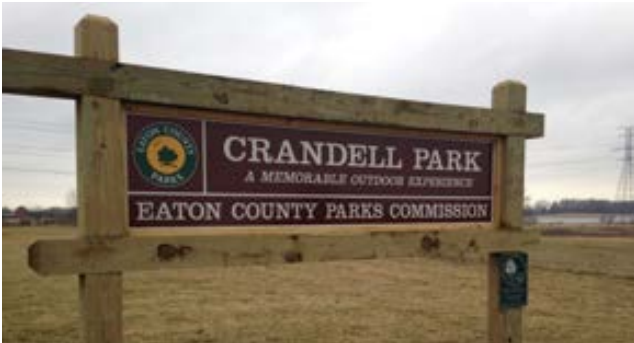
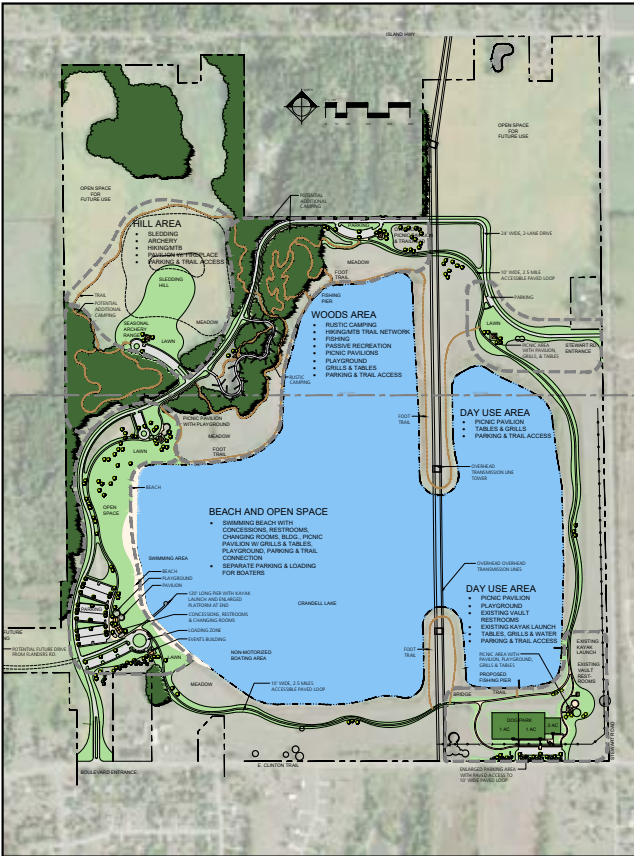
Beckett & Raeder, Inc. (BRI) assisted Eaton County in the development of a site design plan for Crandell Park. BRI and the County identified opportunities to improve the park through community engagement sessions, on site inventory data collection, and analysis of the community's needs.

In addition to an online survey distributed through local municipalities county wide, two public input sessions were held virtually due to COVID 19. BRI's innovative real time voting and discussion exercises harnessed valuable feedback from the community to guide the direction of the design plan. Moreover, meetings were held with the Parks and Recreation Commission to create sustainable goals and objectives for a realistic implementation plan.

Action items were organized in phases to serve as a tool for budgeting purposes and a capital improvement schedule. A preliminary opinion of cost was completed to give the County a target number for each phase.

Crandell Park was acquired through an MDNR Trust Fund grant. The site plan was thoughtfully designed to capture the natural features of the park, while providing several passive and active recreation opportunities requested by the community. A list of projects to develop Crandell Park into the proposed vision were included in the Parks and Recreation Plan to be eligible for grant funding through the MDNR.

The proposed improvements show connections by paved or natural pathways for the park users to be able to navigate the entire parcel.



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Downtown Greenway

Petoskey, Michigan

Petoskey's Downtown Greenway serves as a vital non-motorized corridor linking the Little Traverse Wheelway, Bay View Community, northeast side neighborhoods, and a senior residential facility with the retail, commercial, recreational, and cultural assets of downtown Petoskey. On a larger, regional scale, the Downtown Greenway connects to the 26-mile long Little Traverse Wheelway, and ultimately, to the 35-mile long Petoskey-to-Mackinaw Trail and the National Park Service's North Country Trail. Beckett & Raeder, Inc. (BRI) served as the City's consultant for master planning the greenway, negotiating purchase of the former rail corridor right-of-way from MDOT, applying for Michigan Natural Resources Trust Fund Grants, and implementing sections of trail following successful grant awards. When fully complete, Petoskey's Downtown Greenway will include pedestrian sidewalks, non-motorized trails, a downtown trolley, trailheads with public parking, a visitors center with restrooms, festival and memorial plazas, a seasonal ice rink, and lighting and landscape treatments.

The MNRTF funded North Segment is the first to be implemented and includes a non-motorized trail, trailhead parking, roadway crossings, pedestrian lighting, benches, trash receptacles, interpretive and wayfinding signage, and right-of-way restoration with native plant materials. The trail is 10-foot wide concrete with sawcut joints to provide a smooth non-motorized surface. Sidewalks connecting trailhead parking along Arlington Drive to the trail are 8-foot wide. City street crossings are concrete crosswalks with signage to signal trail users of vehicular traffic. All crossings are universally accessible and include design features such as visual and textural warnings. All trail surfaces, and other project elements, conform to the the United States Architectural and Transportation Barriers Compliance Board's Accessibility Guidelines for Outdoor Developed Areas.

Benches, trash receptacles and interpretive signage are located where topography, sun/shade patterns, or interesting views of Little Traverse Bay make them appropriate. Furnishings were designed in accordance with the Northern Michigan Disability Network's suggestions and United States Access Board's Outdoor Accessibility Guidelines. Benches are configured with arms and backs and include adjacent space for a wheelchair or other mobility aid. Interpretive and wayfinding signage is at an appropriate height/



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angle, contains large print and includes multi-sensory information when possible. In short, the project exceeds ADA standards with a mindset of true universal accessibility.

Completed in 2018, the south segment of the Downtown Greenway Non-motorized Trail has accomplished several important objectives of the City in one plan. With the completed north segment, the south segment connects downtown and suburban neighborhoods with the center of Downtown Petoskey. The trail also serves as an important link to the Emmet Street corridor, a busy residential district in which the City intends to promote redevelopment opportunities and improvements in placemaking. Regionally, this segment connects to other recreation facilities and nonmotorized trails.

Upon completion of the south segment, direct non-motorized transportation routes from seasonal/vacation and fulltime residential districts are now connected to the heart of Downtown Petoskey and numerous recreational facilities.

Beckett & Raeder, Inc. is currently working with the City of Petoskey to prepare conceptual drawings for the final segment of the Downtown Greenway, which will span Pennsylvania Park in the heart of Downtown, provide nonmotorized access to a block of businesses within the park without streetside access, and connect the north and south segments of the Downtown Greenway.

Downtown Greenway North Segment
Completed Fall 2014
Construction Budget: Approx. \$425,000

Downtown Greenway South Segment
Completed Fall 2018



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City of Dearborn Recreation & Parks Master Plan

Dearborn, Michigan



The City of Dearborn's Recreation & Park Master Plan encompasses 42 parks, totaling over 1,037 acres of recreational facilities and amenities, and 11 departmental divisions that collaborate together to offer the best in recreation and leisure experiences.

The mission of the department is to fulfill the social, educational, and recreational needs of children, adults, and families by providing quality programs and activities in clean and well maintained facilities. To accomplish this, the plan follows the Michigan Department of Natural Resources guidelines to include a thorough inventory and accessibility assessment of the expansive park system, and an examination of trends and opportunities specific to their communities current and future recreational demands.

The development of the plan took place during the COVID-19 pandemic, making it even more difficult to reach a very diverse population. To start, the online survey was translated and advertised in Arabic. Secondly, the Beckett & Raeder team created virtual community input sessions with real time voting options to gather candid feedback from the participants. Thirdly, stakeholders were virtually interviewed for an added layer of insight into where improvements could be made.

Beckett & Raeder developed achievable goals and objectives that relate to the needs of the community and tied it directly to the Capital Improvement Plan. The action plan not only describes what to do, but many of the actions have a timeframe and price tag attached to streamline their development.

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Charlevoix County Parks and Recreation Plan

Charlevoix, Michigan



In 2019, Charlevoix County completed an update to the 2015 Parks & Recreation Plan, with final adoption in 2020. The new Parks & Recreation Plan is valid through the end of 2024. The purpose of keeping the Parks & Recreation Plan current is to keep up with current trends and to plan for the future. The approved plan also allows the county to be eligible for grant funding through the Michigan Department of Natural Resources.

The Charlevoix County Parks Committee and the Planning Commission met on a regular basis throughout the process. Charlevoix County is dedicated to serving the residents and visitors of the area and responding to their recreational needs and desires. Parks and recreation services ultimately improve the quality of life for the community.

The county is committed to listening to feedback from residents and park users to gather as much information as possible to make educated decisions. There were three community input sessions held to give the residents and visitors a chance to express their opinions regarding the parks and recreation system. An online survey was also developed and distributed to gather candid feedback. Over 250 people participated throughout this process.

Beckett & Raeder, Inc. provided Charlevoix County with planning services to create a working document to guide the next five years of parks and recreation services.

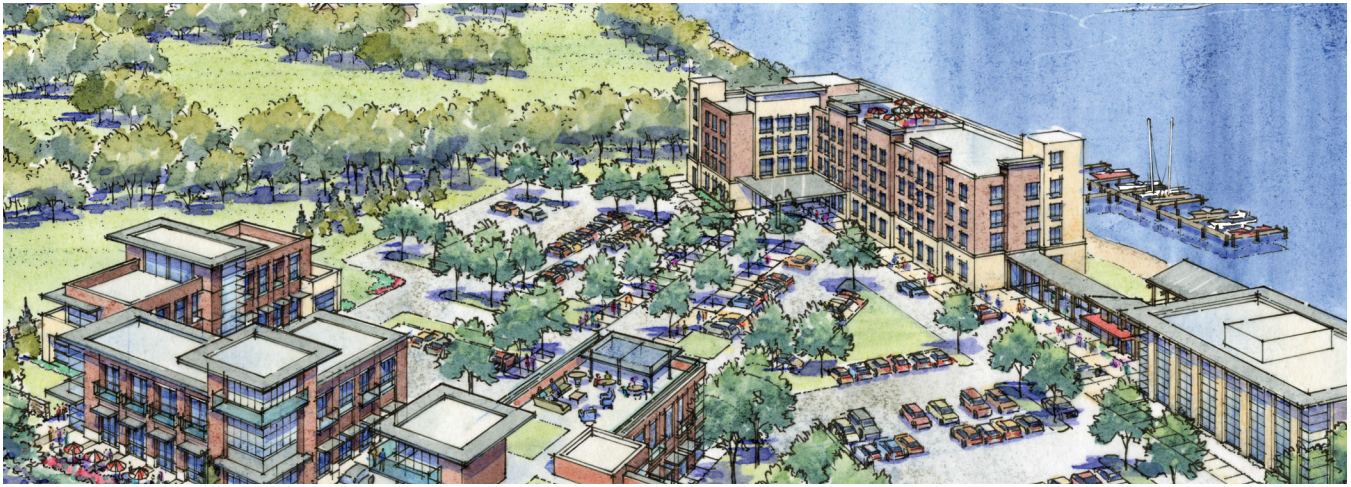
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References

References



M-115 and M-55 Corridor Redevelopment | Cadillac, Michigan

Community	Reference Contact	Year	Link to Project
White Lake Township	Sean O'Neil Community Development Director 248.698.3300 soneil@whitelaketwp.com	2012-2013	https://www.bria2.com/bloomer-park
Farmington Hills	Ellen Schnackel Director of Special Services 248.473.1807 eschnackel@fhgov.com	2019-2023	https://bria2.net/wp-content/uploads/2021/01/Farmington-Hills-Parks-Recreation-Plan_2019.pdf
Eaton County	Troy Stowell Parks & Recreation Director 517.627.7351 parksdept@eatoncounty.org	2021-2025	https://acrobat.adobe.com/link/track?uri=urn%3Aaaid%3Aacds%3AUS%3Af4b9a39c-24f4-4f40-9fa9-5aead648f209#pageNum=1
Petoskey	Kendall Klingelsmith Parks & Recreation Director 231.347.2500 kklingelsmith@petoskey.us	Ongoing	https://www.bria2.com/petoskey-greenway
Dearborn	Dan Plamondon Parks & Recreation Director 313.943.2410 dplamondon@ci.dearborn.mi.us	2021-2025	https://acrobat.adobe.com/link/track?uri=urn:aaid:scds:US:9f9fa509-643f-477d-9d44-6a3d23f95f58#pageNum=1
Charlevoix	Kent Knorr Recreation Director 231.547.7183 kentk@charlevoixmi.gov	2020-2024	https://bria2.net/wp-content/uploads/2021/02/Charlevoix-County-Parks-Rec_Report_2020.pdf



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Resumes



BRI'S AWARD-WINNING TEAM

BRI has won more Daniel Burnham Awards for a Comprehensive Plan, bestowed by the Michigan Association of Planners and juried by partner State chapters, than any other firm in Michigan. These honors have recognized the firm specialization in unique and custom planning projects, such as one of the first joint master plans in the State (Onkama Township and Village), a Tribal master plan (Peshawbestown), large-scale regional collaborations (Lakes to Land initiative serving 18 local units of government with 9 master plans), new analytical methods (City of Jackson), and resiliency (City of Trenton). Because we understand good work, we are eager to preserve and further it: In addition to these bottom-up efforts, the team also engages in highly targeted updates that move a community toward its established goals with new data, continued community conversation, and fresh eyes.



SPECIALTY GIS SERVICES

At BRI, anything worth planning is worth mapping. Our GIS services go beyond putting colors on a page and include investigative analyses into land revenue potential, economic/built environment relationships, property reuse classification, green and gray infrastructure systems, and network analyses. It is a joy to find new problems for spatial analysis to help solve.



LANDSCAPE ARCHITECTURE: THE MAKING OF GREAT PLACES

Landscape architecture is BRI's original service and provides its longest and widest reach across Michigan and beyond. We have helped create many of the State's great places, including waterfronts from Petoskey to Detroit, countless downtown streetscapes, and a vast array of facilities across Michigan's beautiful State Parks. Students throughout Michigan have studied among our lush and functional campus designs and have spent their excess energy on our K-12 playground and athletic facilities. We have been leaders in low-impact design, providing sensitive solutions that address community needs in a manner that respects the land itself. We are advocates for both the journey on a well-designed trail and the destination to a comfortable, vibrant space.

ENGINEERING

In 1983, BRI's services were broadened to include civil engineering, providing a complete development solution to clients. We offer our clients engineering services that provide creative alternatives to achieve cost effective solutions while maintaining functionality and pleasing aesthetics. We offer a full range of engineering services that include all phases of planning, design, community meeting facilitation, and construction.



B R 
Beckett&Raeder



Brian Barrick, PLA, ASLA
Principal, Landscape Architect

Brian Barrick is a Principal with Beckett & Raeder, Inc. and provides leadership in landscape architecture, historic site assessments, public and stakeholder participation, urban design, natural resource planning, placemaking, and project management. Brian has more than 20 years of experience in site development, environmental and natural systems planning and design, contract documents and construction administration. His work experience includes urban and downtown design and planning; parks, open space and trails projects; office, commercial, institutional and industrial projects; and municipal master planning projects.

EDUCATION

Bachelor of Landscape
 Architecture Minor in Natural
 History, Ball State University,
 Muncie, Indiana

REGISTRATIONS

Licensed Landscape Architect,
 States of Michigan, Illinois, Ohio

Michigan DEQ Certified
 Stormwater Operator
 (Management/construction Site)
 2000

AFFILIATIONS

American Society of Landscape
 Architects

National Complete Streets
 Michigan Complete Streets

Michigan Recreation & Parks
 Association

SELECTED EXPERIENCE

Marshbank Park
 West Bloomfield Township, MI
*Honor Award, Landscape
 Architectural Sustainability –
 Michigan American Society of
 Landscape Architects, 2016*

*Design Award, Landscape Design
 – Michigan Recreation & Park
 Association, 2011*

*Great Lakes Park, Facility, &
 Recreation Program Award
 – Great Lakes Park Training
 Institute, 2013*

*Oakland Award – Oakland
 County, 2012*

**Bear River Valley Recreation
 Area**
 Petoskey, MI
*Design Award, Landscape Design
 – Michigan Recreation & Park
 Association, 2011*

Bloomer Park
 White Lake Township, MI
*Design Award, Landscape Design
 – Michigan Recreation & Park
 Association, 2014*

**Charlevoix Downtown Park &
 Marina**
 Charlevoix, MI

Library Plaza
 Charlevoix, MI

Downtown Greenway
 Petoskey, MI

Hidden Pines Park
 White Lake Township, MI

**Airline Trails Extension Master
 Plan & Grants**
 West Bloomfield Township, MI

Lillie Park East & South
 Pittsfield Charter Township, MI

Hickory Woods Park
 Pittsfield Charter Township, MI

Wall Park
 Pittsfield Charter Township, MI

Township Park
 Pittsfield Charter Township, MI

Montibeller Park
 Pittsfield Charter Township, MI



Caitlin Jackson, PLA, ASLA

Senior Associate, Landscape Architect

Caitlin has worked on a variety of project types in her 8 years at BRI including university site development, park design and corridor revitalization. She has experience in site design, community facilitation, master planning, construction document production, plant materials, cost estimating, hardscape detailing, three-dimensional modeling and photo manipulation. She is a Certified Charrette Planner through the National Charrette Institute in Charrette System Planning.

EDUCATION

Bachelor of Landscape Architecture, Michigan State University, East Lansing

LICENSES & CERTIFICATES

Licensed Landscape Architect

Certified Charrette Planner, National Charrette Institute

AFFILIATIONS

American Society of Landscape Architects

American Planning Association

SELECTED EXPERIENCE

River Raisin Heritage Corridor East Master Plan

Monroe, MI

Merit Award – Michigan American Society of Landscape Architects, 2013

Acme Township Placemaking, Master Plan, and Parks & Recreation Plan

Acme Township, MI

Daniel Burnham Award for a Comprehensive Plan – Michigan Association of Planning, 2015

Frankfort Recreation Plan

Frankfort, MI

Michigan Avenue Streetscape

Jackson, MI

Blackman Park Expansion

Jackson, MI

Monroe Parks & Recreation Plan

Monroe, MI

Pittsfield Township Parks & Recreation Plan

Pittsfield Township, MI

Parks & Recreation Master Plan

Pleasant Ridge, MI

State Street Corridor Improvement Study

Saginaw, MI

Mellus Park Conceptual Design

Lincoln Park, MI

MSU Special Housing Needs Spartan Village Redevelopment

East Lansing, MI

Midland Farmers Market Place Plan

Midland, MI

Traverse City Farmers Market

Traverse City, MI



Michelle Bennett, AICP

Senior Associate, Planner, Project Manager

Michelle's professional planning experience has focused on master planning and zoning amendments with a resiliency lens. Her experience managing large-scale state and municipal projects and converting demographic, housing, and economic data into a digestible format for the public is critical for implementation that is equitable and sustainable. Michelle's other favorite task is training and empowering Planning Commission's to carry out planning goals.

EDUCATION

Bachelor of Arts, Urban Studies & Economics, University of California, San Diego

Master of Urban and Regional Planning, University of Michigan, Ann Arbor

CERTIFICATIONS

American Institute of Certified Planners

AFFILIATIONS

American Planning Association

Emerging Planning Professionals

TEACHING EXPERIENCE

University of Michigan, Legal Aspects of the Planning Process

Michigan Association of Planning, Planning and Zoning Essentials

Michigan Association of Planning, Environmental Planning Module

SELECTED EXPERIENCE

City of Dearborn Parks & Recreation Plan
Dearborn, MI

Eaton Rapids Area Joint Recreation Plan
Eaton Rapids, Eaton Rapids Township, and Hamlin Township, MI

Eaton County Parks and Recreation Plan
Eaton County, MI

City of Farmington Hills Parks and Recreation Master Plan
Farmington Hills, MI

Orion Township Parks and Recreation Master Plan
Orion Township, MI

City of River Rouge Parks and Recreation Master Plan
River Rouge, MI

City of Sandusky Parks and Recreation Master Plan
Sandusky, MI

City of Warren Master Plan
Warren, MI

Daniel Burnham Award for a Comprehensive Plan – Michigan Association of Planning, 2021

City of Sturgis Master Plan
Sturgis, MI

Excellence Award in Community Outreach – Michigan Association of Planning, 2020

Kalamazoo County Master Plan
Kalamazoo County, MI

Daniel Burnham Award for a Comprehensive Plan – Michigan Association of Planning, 2019

City of Trenton Coastal Resiliency Master Plan
Trenton, MI

Daniel Burnham Award for a Comprehensive Plan – Michigan Association of Planning, 2017

City of Roseville Master Plan
Roseville, MI

Groveland Township Master Plan
Groveland Township, MI



Rowan Brady

Project Planner & Urban Technology

Rowan joined Beckett & Raeder as an Intern in 2018. After finishing his undergraduate degree in the Spring of 2019, Rowan remained at Beckett & Raeder, Inc. while completing his Master's degree in Urban and Regional Planning at the University of Michigan-Ann Arbor. Rowan is a Geographic Information System (GIS) specialist and contributes data input, analysis, and mapping to many of BRI's community planning projects.

EDUCATION

Bachelor of Arts, Environmental Science
 Minors: Urban Studies
 University of Michigan, Ann Arbor

Master of Urban and Regional Planning, University of Michigan, Ann Arbor

AFFILIATIONS

Michigan Association of Planning

PUBLICATIONS & PRESENTATIONS

Tapping into Economic Potential: The Impact of Microbreweries in Michigan

Outstanding Graduate Student Project – Michigan Association of Planning, 2021

Shoreline Planning - Michigan Association of Planning Conference Presentation, 2021

SELECTED EXPERIENCE

Project Rising Tide
 21 Michigan Communities
Innovation in Economic Planning and Development Award – Michigan Association of Planning, 2018

Michigan Economic Development Corporation,
 Economic Development Board
 Training Curriculum

Michigan Department of Health and Human Services,
 Climate Health Adaptation Program

Wexford County M-115
 Corridor Study
 Wexford County, MI

Traverse City and Garfield Township Recreation Authority
 Traverse City, MI

City of Ypsilanti Sustainability Plan
 Ypsilanti, MI

Michigan Department of Natural Resources, Park General Management Plans

City of Warren Master Plan
 Warren, MI

Daniel Burnham Award for a Comprehensive Plan – Michigan Association of Planning, 2021

City of Lincoln Park Master Plan
 Lincoln Park, MI

Clam Lake Township Master Plan
 Clam Lake Township, MI

Banks Township Master Plan
 Banks Township, MI

City of East Jordan Master Plan
 East Jordan, MI
Excellence Award in Community Outreach – Michigan Association of Planning, 2021

Hayes Township Master Plan
 Hayes Township, MI

Lake City Area Master Plan
 Lake City, MI
 Lake Township, MI
 Forest Township, MI



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v.
Authorized Negotiator

Authorized Negotiation



East Jordan Marina | City of East Jordan, Michigan

Beckett & Raeder, Inc. (BRI) authorizes Brian Barrick, PLA, ASLA, Principal and Shareholder of the Firm, as the negotiator of this potential contract with White Lake Township.

Brian may be reached by phone at 734.663.2622 or by e-mail at bbarrick@bria2.com.

Facsimile may be sent to 734.663.6759.

Brian may also be reached by mail at:

Beckett & Raeder, Inc.
535 West William, Suite 101
Ann Arbor, Michigan 48103



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Scope of Work

Scope of Work



River Raisin Heritage Corridor | Monroe, Michigan

UNDERSTANDING OF PROJECT

White Lake Township seeks a Parks and Recreation Master Plan that complies with the Michigan Department of Natural Resources guidelines to continue to be eligible for state grants. To accomplish this, the Township wants to update demographic and socioeconomic trends to ensure its “Community Description” reflects its residents’ composition and preferences. Moreover, this plan calls for an in-depth, on-the-ground inventory of its system, including properties that are not owned by the Township, to describe its recreational assets and deficiencies. The Township also wants a public input process that helps determine projected needs and how to meet them with planning efforts. Incorporated into this plan will be a Non-Motorized Pathways and Trails Plan that connects parks to other destinations. Finally, the Township seeks goals, objectives, and an action plan with specific projects that are attached to overarching goals, responsible parties, and with estimated timelines.

Scope of Work

TASK 1: PROJECT ORGANIZATION

Task 1.1 Kick-off Meeting

BRI and White Lake Township would convene a kick-off meeting with a Steering Committee of representative stakeholders (i.e. Parks and Recreation Committee, Planning Commission, staff, Board of Trustees, a member at large) to meet and discuss project expectations, the process and timeline, the role of the Steering Committee, a final work plan, and any other specific considerations.

Task 1.2 Document Review

BRI will review the Township's previous planning documents that have a bearing on this project and will identify elements which should be adopted into the Parks and Recreation Master Plan to ensure alignment with other Township goals and objectives. All data which will influence the five-year plan will be taken into consideration, including the Capital Improvement Plan. The Township will provide all relevant previous planning reports, background information, and GIS data.

Task 1.3 Notifications and Submission

BRI will be tasked with writing public hearing notices and other required notifications during the process. At the end of the process, BRI will also submit all of the necessary documents to the MDNR.

TASK 2: EXISTING CONDITIONS

Task 2.1: Demographics

The Township's demographics and socioeconomic indicators will be reviewed, using 2020 Census data when possible, with an emphasis on how these trends relate to recreational facilities, services, and programming. Information will be presented in a visually engaging format.

Task 2.2: Built and Natural Systems

Compile and review information on existing built systems including transportation networks, location of significant cultural and natural features, existing land use patterns, and how forecasted development patterns may affect recreation.

Task 2.3: Administrative Structure

This section will update the organizational chart, partnerships, volunteers, and grant history. The purpose of this section is to demonstrate the Township's current networks, resources, and where there may be gaps in partner-building. As written in the RFP, the Township will complete this update, and BRI will incorporate it into the plan.

Task 2.4: Recreation Inventory

A thorough onsite recreation inventory and accessibility assessment will be conducted for the four parks that White Lake Township owns and operates, and up to 10 properties that provide recreation but are owned by other entities. The inventory will be benchmarked against the National Recreation and Park Association standards and will suggest improvements based on the park's MDNR category: mini parks, neighborhood parks, and community park, etc. This will include state standards for specific activities or facilities (i.e. basketball courts, tennis, etc.). Accessibility will be scored using the MDNR scale.

Then, a one-pager that details each of the facility's characteristics, amenities, accessibility, and suggested improvements will be created. Park amenities and programming will be compiled into one matrix so that deficiencies will become clearer to the Township and an action strategy will be easier to devise.

A regional inventory will also be conducted, primarily through mapping and describing regional parks major features.

Task 2.5: Non-Motorized Trail

This plan will start by mapping the extent of the current non-motorized system, including the labeling and description of existing path types. This map will help BRI to visualize gaps in the system and where and how they can be connected. With the Steering Committee, it can be determined which gaps to prioritize, and identify which type of path should be installed. For three priority links, cross sections will be drawn to convey how the path would "fit in" to the existing landscape, with measurements, materials, and screening options (where applicable) included.

Scope of Work

TASK 3: COMMUNITY ENGAGEMENT

Task 3.1 Steering Committee Meetings

Six meetings will be held with the Steering Committee where the public can be invited to join in the process. The meetings will be held to discuss the following:

- Survey questions
- Review existing conditions, one meeting for the Non-Motorized Trail Plan (2)
- Draft goals and actions (2)
- Draft plan

Task 3.2 Survey

An electronic survey will be developed, hosted, and conducted by BRI. The survey allows for questions to be asked at a more granular level about residents' preferences, attitudes, and behaviors. BRI will analyze the data collected from the survey and will provide a summary of the results highlighting the statistics. Findings will be placed in the plan where relevant, and the complete findings will be provided in the Appendix.

Task 3.3 Input Session

This could be organized in several ways, depending on what the Township thinks would be the most fruitful. A session could be held in person at Township Hall or at a Township event. BRI will create a series of interactive questions to solicit feedback on the community's priorities.

Task 3.4 Adoption Meetings

BRI will attend the public hearing with the Parks and Recreation Committee and a session with the Board of Trustees. A presentation will be shown to summarize the plan's process, major findings, and action strategies.

TASK 4: IMPLEMENTATION

Task 4.1 Goal and Action Formation

This section will begin with a summary of trends, issues, and opportunities for White Lake's recreation system. This summary will lead to a series of goals that are supported by more specific actions. This process will begin by reviewing what has been accomplished in the current plan and what no longer remains relevant. Based on community engagement and onsite inventory, the Steering Committee will meet to shape this plan's goals and actions. Each project will be given a priority level, cost estimate, responsible party to hold accountable, partners, and potential funding source.

Task 4.2 Final Draft

BRI will present the draft plan to the Steering Committee. Upon their agreement, BRI will guide the Township through the 30-day review and adoption process through the appropriate approving bodies.

Deliverables

BRI will complete a highly visual and concise final Parks and Recreation Master Plan:

- A digital version (physical copies upon request, printed at cost)
- A USB with all data collected and GIS shapefiles
- Community engagement results



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Schedule

Preliminary Schedule

TASKS	MONTHS										
	1	2	3	4	5	6	7	8	9	10	
Task 1.0 Project Initiation											
1.1 Kick-off Meeting	●										
1.2 Document Review	●	●	●	●	●	●	●	●	●	●	●
1.3 Notifications and Submission									●	●	
Task 2.0 Existing Conditions											
2.1 Demographics	●										
2.2 Built and Natural Systems	●										
2.3 Administrative Structure		●									
2.4 Recreation Inventory			●								
2.5 Non-Motorized Trail Plan			●	●	●	●	●				
Task 3.0 Community Engagement											
3.1 Steering Committee Meetings (6)	●	●	●	●	●	●	●	●	●	●	●
3.2 Survey		●									
3.3 Input Sessions				●							
3.4 Adoption Meetings									●	●	●
Task 4.0 Implementation											
4.1 Goal Formation & Action Strategies					●	●	●				
4.2 Final Draft + Edits								●			



Thank You.

Brian Barrick, PLA, ASLA

734.663.2622 | bbarrick@bria2.com

WHITE LAKE TOWNSHIP

5 Year Recreation Master Plan Proposal (2023-2027)

April 2022

Elkinford Blvd

Decca Dr

Decca Dr

Elizabeth Lake Rd

Brendel Lake

Submitted By:

Leah Groya, AICP
L Groya Consulting LLC
leah@lgroyaconsulting.com
313.600.9786

Jason Macdonald, PLA
MAC Land Design LLC

LEAH GROYA
— PLANNING + CONSULTATION —

To Justin Quagliata
Planner, White Lake Township

April 1, 2022

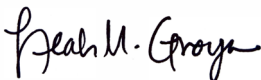
It's an exciting time for parks and recreation in beautiful White Lake Township! I recently completed 5-Year Parks + Recreation Plans for your neighbors to the south (West Bloomfield Township and Commerce Township) and have heard rumblings of a number of your projects moving forward. Between the new Township Library, your plans for an expanded Township Campus property, and your recent success in obtaining grants for Stanley Park and the Township Triangle Trail, it sounds as though the Township has been busy planning for and making investments into the overall quality of life of your residents. All of this, in turn, gets me excited to learn more and work with you to keep the ball rolling.

Based on your RFP, we have developed a proposal to assist in the development of a 5-Year Recreation Master Plan that will not only meet the requirements of the MDNR, but also support and dovetail nicely with the work you've done on your existing 5-Year Plan, the 2022-2027 CIP, as well as your Master Plan for Land Use.

Over the past 25 years, I have worked on a number of 5-Year Plans, park planning and construction projects, ped/bike safety and mobility projects, as well as written successful grant applications for a variety of southeast Michigan clients. I will be the Project Manager and lead person for your project with my long-time friend and colleague, Jason Macdonald (landscape architect) assisting me with GIS/mapping and capital improvement planning and cost estimating.

If you feel that we are the right fit, but something's not as you were envisioning in the scope of work or fees, we'd be happy to discuss and be sure our services fit the needs and budget of your project. We look forward to the opportunity to learn more about White Lake and how we can assist in developing a community-supported vision for the 2023 Recreation Master Plan. Should you have any questions or concerns regarding our proposal, please do not hesitate to contact me at 313.600.9786 or leah@lgroyaconsulting.com.

Respectfully,



Consulting Planner

TABLE OF CONTENTS

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As requested in your RFP, our Fee Proposal has been attached in a separate envelope.

PROJECT TEAM

Resumes for both team members are attached.

As former owners and partners at livingLAB in Detroit, Leah and Jason have worked together for 15 years on a variety of open space, park and trail projects throughout southeast Michigan. For the past year, Leah and Jason have both transitioned to being sole proprietors who collaborate together on a number of park and open space projects.



Leah Groya, AICP

Project Manger and Lead Contact (75% of project)

Leah will be your lead contact and complete the majority of the work associated with your Recreation Master Plan. While at livingLAB, Leah was the Project Manager for both the recently adopted West Bloomfield 5 Year Plan and the Commerce Township 5 Year Plan. Leah is also very familiar with the various grant opportunities for parks and recreation projects and recently completed 2 LWCF grant applications for Commerce Township and a Ralph Wilson Fund application for the I275 Trail. Leah is seen as a leader in parks and recreation and ped/bike planning in southeast Michigan including planning for the West Bloomfield Trail, the M5 Trail, and the I275 Metro Trail. She has used her lifelong love of the outdoors to focus her professional expertise and career.



Jason Macdonald, PLA

Landscape Architect and GIS Mapping (25% of project)

As a Landscape Architect, Jason strives to create unique, memorable, and inspiring outdoor spaces that can be enjoyed by everyone. Jason's technical abilities, creativity, and attention to detail in design, graphic renderings, and construction documents make him a valuable team member at any phase of a project. Through planning, design, and construction, Jason has spent over 23 years contributing to amazing public spaces throughout southeast Michigan including the nearby and recently opened Dodge Park in Commerce Township.



SCOPE + SCHEDULE

PROJECT MANAGEMENT + COORDINATION + PROGRESS MEETINGS

Leah will work closely with the Township staff and Committee throughout the project including communicate regularly to discuss issues, status, schedule, coordination, and guidance. In addition to email/phone communication, we will establish a standing virtual meeting twice/month with the Staff Planner to review status, upcoming work and any outstanding issues. We will utilize the Township's current 5 Year Plan as a foundation for the 2023 Plan.

INVENTORY

We will visit each public park within the Township and complete an inventory of the Townships' existing parks, trails, open space and recreation facilities. The inventory will include a general assessment of existing pathways, trails and gaps. We will also drive by each school and review aerials to confirm outdoor facilities on school properties. Inventory of school facilities is not as detailed as Township parks, rather provides a general overview. The Inventory will also include a description of nearby, major state, county, or regional parks as well as any major private recreation facilities. The inventory will include:

- Identifying and updating/creating a map of the Township public parks and facilities. This will be presented in a format compatible with the GIS System currently used by the Township.
- A description and use of each park and the type and number of recreation facilities
- A description of any major private facilities that offer recreation opportunities to residents.
- Update on parks and recreation programs offered by the Township.
- A general assessment of accessibility of each park to people with varying abilities (per DNR rating).
- Reviewing and updating status reports for all MDNR grant assisted Parks & Recreation Facilities. Including any Post-Completion Self-Inspection forms required by the MDNR as a part of all Master Plan approvals.

OUTREACH + ENGAGEMENT

Community input and support for the 5 Year Plan is essential in moving toward implementation. There are a number of ways to gather input and engage stakeholders. At a minimum, the MDNR requires TWO forms of public input during the planning process, including the official public hearing prior to adoption. The results of the outreach efforts are used to develop goals and the Action Plan. We have suggested 2 methods of engagement here but are certainly open to discussing this further and tailoring it to meet your needs and what you have found to be successful in White Lake.

Online Community Survey

We would suggest, as you have done in the past, creating and distributing an online community survey to gather information about satisfaction with current offerings as well as priorities for the future. We think this should be brief (10-15 questions) and shared via your email lists, social media, etc. If done correctly, this has proven to be effective in gathering input from people that may not be able or interested in attending meetings. For the sake of this proposal, we have assumed the Township staff would take the lead on developing and distributing the survey. We have built time into this proposal to review and provide input on the survey questions and incorporate the results into the 5 Year Plan.

Public Workshop(s) or Engagement at Other Events

In addition to the online survey, we would strongly suggest doing 1-2 in person events to gather additional insight on community priorities and reaction to the draft plan. We can plan to either have these be stand alone meetings focused only on this 5 Year Plan, or, if there is an event/activity already planned in the Township that we can attend and have a presence at, we could do that. Sometimes we can get input from a non-typical cross-section of the community if we set up shop at a summer fair or host an ice cream social. We'd be interested in working with the Township to brainstorm ideas of how to best engage the largest number of people within the allotted time frame and budget.

PLAN DEVELOPMENT

Community Description

Utilizing the Townships' previous Plan, we will update the Community Description portion of the plan as needed including the following information per DNR requirements:

- Regional Setting
- General Demographic Characteristics (latest available)
- Jurisdiction of the Plan

Administrative Structure

We will compile an assessment of the current administrative structure of the Township and how parks and recreation is governed and administered in White Lake Township. Previous plans will be used as a starting point and updated as needed to include roles of the staff, budget information for operations, maintenance and capital improvements, programming, current funding sources, role of volunteers and the relationships with public schools and athletic organizations. This will include development/updates for a graphic organizational chart highlighting the organizational structure.

Description of Planning Process

We will summarize the Public Input process and the Planning Process as a part of the master plan documentation as required by the MDNR.

Basis For Action (Trends, Comparison to Standards, Engagement + Outreach Results)

We will include existing national recreation trend data and also summarize White Lake's park and recreation resources to national benchmarks (NRPA Agency Performance Review). This section will also include an analysis of public spaces available to residents within a 10-minute walk (half-mile) to illustrate any gaps in the community. Any influencing planning initiatives developed by the Committee, Township, or other agencies will be summarized. This section will also include a more detailed summary of the results of the public outreach and engagement efforts.

NONMOTORIZED/TRAIL PLAN ELEMENT

Per your RFP, we understand that thinking about your evolving ped/bike trail network is an important part of this process. With biking, walking and running being the number one most desired activity in the Township (and the County, and the State, and the Country for that matter!), we support your decision to assess your current system, plan for future connectivity and identify priorities and funding sources to move forward with implementation. This will consider how to improve walkability, bikeability and overall connectivity within the Township and to/from adjacent communities and assets. There are certainly efficiencies in undertaking this work while developing an update to your 5-Year Plan. We have developed a scope of work that we think can propel you forward while being cognizant of time and budget.

Nonmotorized Existing Conditions

Utilizing the Township's existing data and planning documents, as well as the SEMCOG Nonmotorized Plan and Oakland County Trails Plan, we will:

- conduct an inventory of existing major, nonmotorized facilities (not including sidewalks), not only noting location and connectivity, but general condition in comparison to current design standards. It should be noted that this scope does not include a detailed condition assessment, rather an overall/general assessment noting poor/fair/good condition.
- map location of publicly-owned property and destinations such as parks, schools, civic spaces (library, senior center, etc), primary shopping/employment areas, etc. within the Township.
- collect existing plans and routes for nonmotorized facilities in the Township and immediately adjacent areas to ensure connectivity beyond the Township borders.
- understand locations and scope of any major road/intersection improvements planned in the Township to identify opportunities to coordinate/include non motorized improvements.

- map pedestrian/bicycle crash locations (Michigan Traffic Crash Facts) to assist in understanding where there may be higher rates of pedestrian and bike activity in the Township and where they may be encountering safety issues (regardless of fault).
- map speed limits and traffic volumes on major corridors (using existing SEMCOG data).

Additional Outreach

We will have additional displays, materials, meetings and questions added to the Public Outreach efforts outlined for the 5-Year Master Plan. It is anticipated that our team will need to meet with additional agencies such as the State Recreation Areas, the Metroparks, and Road Commission to gather input and refine drafts as this task moves forward. We will be looking to gather input related to gaps and desired connections.

Proposed Nonmotorized Connections/Routes

Our team will prepare maps and supporting materials of proposed nonmotorized routes with a focus on connecting people to schools, recreation properties, and the emerging regional trail network. This portion of the plan will include:

- types and general location of proposed facilities such as shared use paths, side paths, bike lanes, etc.
- examples of types of proposed facilities and typical design treatments per type of facility
- recommendations related to phasing priorities and next steps needed to move the top priorities forward.

ACTION PLAN + CAPITAL IMPROVEMENTS PLAN

We will work with the staff and Committee to prepare Goals and Objectives that illustrates the vision for parks and recreation over the next 5+ years. This section of the plan will detail the over arching goals and provide specific details as to the objectives necessary to reach your goals. The plan will document desired capital improvements to meet your goals and categorize them as short-, mid-, long-term, or on-going priorities including magnitude of cost of the proposed capital improvements. We will also identify potential funding sources that might best align with the various capital projects.

The Action Plan (CIP) will be prepared as a separate section/chapter to be included in the final Recreation Master Plan. The Action Plan will be portrayed in table form and will include the following:

- Project description
- Budget with cost estimates and potential funding sources
- Short-, mid-, or long-term priority

PRESENTATIONS, PUBLIC HEARING + ADOPTION

- Prepare and provide written and graphic materials and assist with facilitating Committee input (1 Committee meeting) on goals, objectives and capital improvement priorities
- Present the DRAFT PLAN at a Committee meeting for final review and refinement. Provide .pdf of the DRAFT PLAN prior to the meetings for review.
- Present plan at an official public hearing in front the Committee (same night as adoption) and present plan to the Township Board (same night as adoption).
- Develop draft Resolution of Adoption language (1 for the Township and 1 for the Committee).

DEVELOPMENT + SUBMITTAL OF FINAL 5 YEAR PLAN

After adoption, we will provide:

- Two (2) unbound copies of the Master Plan (3-hole punched in binder)
- Electronic version as a .PDF file suitable for distribution and uploading to your websites.
- Final WORD file, XCEL files, TIF files, GIS files
- Final Powerpoint presentation summarizing the process and recommendations
- Assistance to the staff in submittal of the plan to meet the deadlines and format as required by the DNR including notification to the County, SEMCOG and via the MDNR MiGrants website.

PROPOSED SCHEDULE

We anticipate the Plan Process to take approximately 8-10 months to complete as outlined below. This schedule allows for submittal of your new Plan to the MDNR prior to the February 1st deadline.

Project Setup + Inventory	April - May
Outreach + Engagement	June - September
Plan Development	June - October
Draft Plan Approved by Committee	November
Draft Plan Available for Public Review for 30 Days	December
Public Hearing + Committee Adoption	January 2023
Township Board Adoption Transmit to County + SEMCOG Upload to MiGrants (MDNR)	January 2023



REFERENCES + EXPERIENCE

The following pages highlight relevant references and experience.

**Emily England, Parks + Recreation Director
Commerce Township**

eengland@commercetwp.com
248.926.0063

5-Year Parks + Recreation Master Plan as well as concept plans, grant applications and construction documents for several Township parks.

**Jennifer Tucker, Executive Director
West Bloomfield Parks and Recreation**

jtucker@wbparks.org
248.240.1396

5-Year Parks + Recreation Master Plan as well as concept plans and construction documents.

**Steve Anderson, Parks + Recreation Director
City of Plymouth**

sanderson@plymouthmi.gov
734.455.6620

5-Year Parks + Recreation Master Plan

**Melissa Prowse, Supervisor of Planning
Oakland County Parks**

prowsem@oakgov.com
248.858.4630

Oakland County Trails Master Plan

COMMERCE TOWNSHIP 5 Year Parks + Recreation Master Plan

Commerce Twp, MI

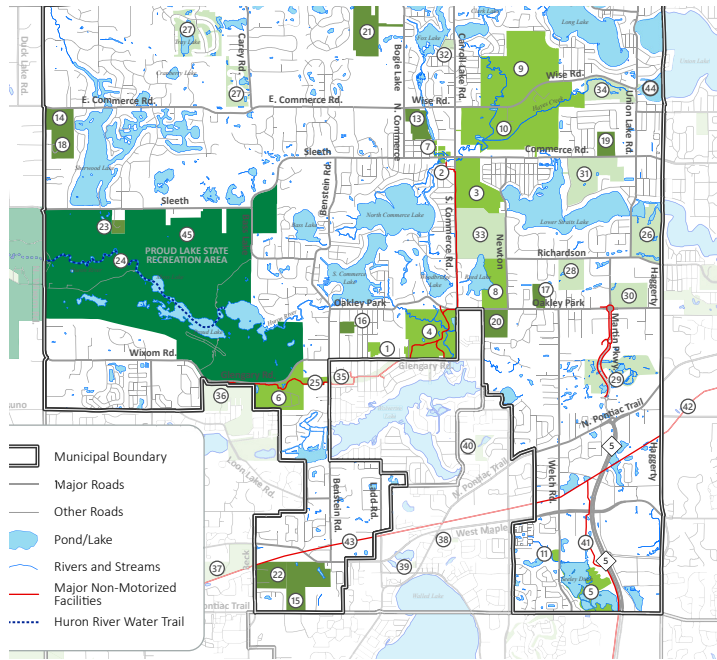
Client: Emily England, Commerce Twp Parks + Recreation Director
eengland@commercetwp.com 248.926.0063

Year: 2019 while with livingLAB

The Charter Township of Commerce Parks, Recreation and Trails Master Plan (2019-2023) was prepared and adopted by the Township Park and Recreation Committee and Township Board to serve as a guide and decision making document for future recreation facilities and programs. The Plan presents an inventory of existing facilities and programs within the Township as well as an evaluation of opportunities and priorities. Taking into account the existing facilities, as well as anticipated demand for improvements, the Plan presents goals, guidelines and a 5-year action plan.

Leah was the Project Manager for the development of this plan while with livingLAB. In addition to completing an inventory of each of the Township Parks, the project included an assesment of the existing trails and safety paths throughout the community. The assessment was used to develop non-motorized system priorities for the next 5 years as well as identify options to fund the development of the long-term vision.

The Plan was adopted by the Township Board, approved by the MDNR and has since been used to support a successful grant application, communicate priorities to the community, and during the Township's annual budgeting process.



	Magnitude of Cost	Short Term (1-2 yrs)	Mid-Term (3-5 yrs)	Long Term (5+ yrs)	On-Going	Potential Funding Sources
Dodge Park						
Implement Restroom/Change Room/Gathering Area (associated with Scarlet's Smile Playground/Splash Pad)	\$800,000 - \$1,000,000	X				Park Millage, LWCF, Gener
Evaluate Need for Expansion of Parking + Implement if Necessary	\$500,000 - \$600,000	X	X			Park Millage, General Funs
Hickory Glen Park						
Implement improvements based on Concept Plan (focus on ingress/egress and circulation issues)	\$800,000 - \$1.1M	X	X			Park Millage, General Funs
Maple Glen Park						
Signage and Benches (as planned during previous phase of improvements)	\$15,000 - \$25,000		X			Park Millage
Implement Phase 1B Improvements (new ingress/egress, parking, trails, softball field)	\$750,000 - \$1,000,000			X		Park Millage
Bicentennial Park						
Develop Concept Master Plan to incorporate numerous improvement ideas including reuse of tennis area, soccer improvements, lighting, connectivity to neighborhood, general updates, etc.	\$10,000 - \$15,000	X				Park Millage, General Funs
Implement improvements based on Concept Plan	TBD	X	X			Park Millage, General Funs
Byers Homestead Park						
Make Byers Home Accessible	\$100,000	X				Park Millage, General Funs
Tree Management	TBD				X	Park Millage, General Funs
Continue with implementation of County recommendations with focus on ensuring sound buildings, improved parking and circulation, connectivity to Mill Race, improved entry, screened outhouses, ADA compliance and drinking water.	TBD				X	Park Millage, General Funs
Mill Race Park						
Develop Concept Master Plan for Mill Race Parks	\$5,000 - \$10,000	X				Park Millage, General Funs
Improve trails + connectivity to school, Byers + Library	TBD	X				Park Millage, General Funs
Shoreline Stabilization	TBD				X	Park Millage, General Funs
Improve entrance, signage, parking and awareness	TBD	X				Park Millage, General Funs

COMMERCE TOWNSHIP Victory Park Concept + Grant Application

Commerce Twp, MI

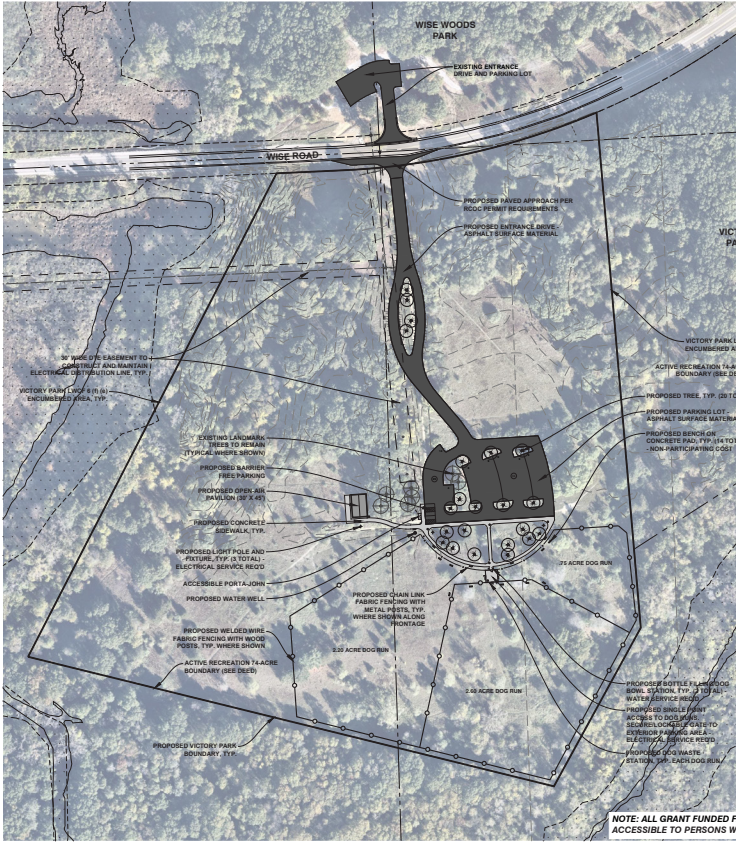
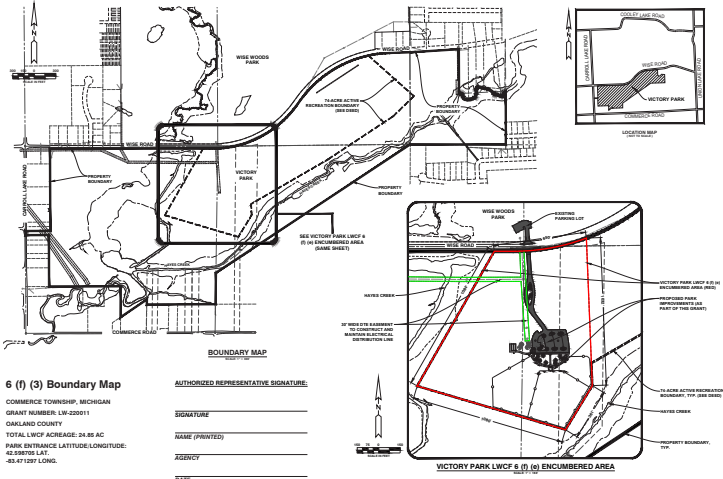
Client: Emily England, Commerce Twp Parks + Recreation Director
eengland@commercetwp.com 248.926.0063

Year: 2022

Victory Park is the Township's newest park, and at 246-acres, is also one of the largest and most environmentally- and historically-rich properties in the community. The Township purchased the property (and Wise Woods Park across the street) in 2011 from the State of Michigan. The property was a former outlying portion of Proud Lake Recreation Area and a Nike Missile Defense Site in the 50's and 60's. The property has remained vacant since the Township purchase.

Our team worked closely with the Township to create a concept plan to develop the very first public improvements within Victory Park as well as prepared and submitted a LWCF grant application to assist with funding the project. The focus of the project was to provide access and promote the property as a public park that can be enjoyed by everyone. The plan illustrates a vision for universal access including a paved drive, paved parking lot with van-accessible spaces, a 5.5-acre dog park, 30'x45' pavilion, concrete walkways connecting the various spaces, and related amenities such as universally accessible grills, barrier free porta-john, picnic tables, lighting, dog waste stations and water bottle filling stations.

In the future, the Township and community have discussed continuing to make improvements at Victory Park such as more formalized trails, a restroom building, a playground, canoe/kayak launch, and possibly rustic group camping.



JOINT PLYMOUTH 5 Year Parks + Recreation Master Plan

Plymouth, MI

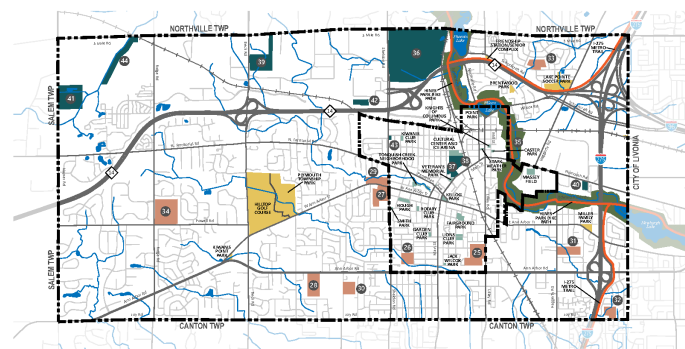
Client: Steve Anderson, City of Plymouth Parks + Recreation Director
sanderson@plymouthmi.gov 734.455.6620

Year: 2018 while with livingLAB

The City of Plymouth and Charter Township of Plymouth are western Wayne County communities with more than 36,000 residents. Leah served as Project Manager while at livingLAB and worked closely with both communities on the development of the first Joint Plan cooperatively prepared and adopted by both the Township and City.

The Plan considered the existing facilities in and around the City and Township, as well as the anticipated demand for additional or improved facilities and programs. The Plan was approved by the Michigan Department of Natural Resources and provides for five years of grant eligibility with the State.

The planning process included inventorying existing facilities, holding public workshops in both communities, incorporating telephone survey results and working closely with both administrations. The Plan was organized so each community could easily reference their individual and collective goals, objectives and plan for improvements. The Plan was unanimously approved by both governing bodies.



RECREATION INVENTORY		LEGEND	
 City of Plymouth Parks	 County Parks	 Major Roads	 Other Roads
 Plymouth Township Parks	 Other Facilities	 Railroad	 Rivers and Streams
 Plymouth-Canton Schools	 25. East Middle School	 Municipal Boundary	 Recreation Inventory Source: Inventory conducted by livingLAB, December 2017
	26. Smith Elementary School		
	27. West Middle School		
	28. Pioneer Middle School		
	29. 8th Elementary School		
	30. Webster Elementary School		
	31. Allen Early Learning Academy		
	32. Sanwalter Academy		
	33. Farrist Elementary School		
	34. Miller Woods		
	35. Hines Park		
	36. St. John's Golf Course and Conference Center		
	37. Plymouth Arts & Recreation Complex (PARC)		
	38. Billek Family-Mitroka Lounge Plymouth		
	39. USA Hockey Arena		
	40. Victory Ice Arena		
	41. Western Wayne County Conservation Assoc.		
	42. TOM/Watson Soccer Fields		
	43. Plymouth Community Arts Council (PCAC)		
	44. Linear Park (Township owned)		
	45. Nonmotorized Trails		



WEST BLOOMFIELD 5 Year Parks + Recreation Master Plan

West Bloomfield, MI

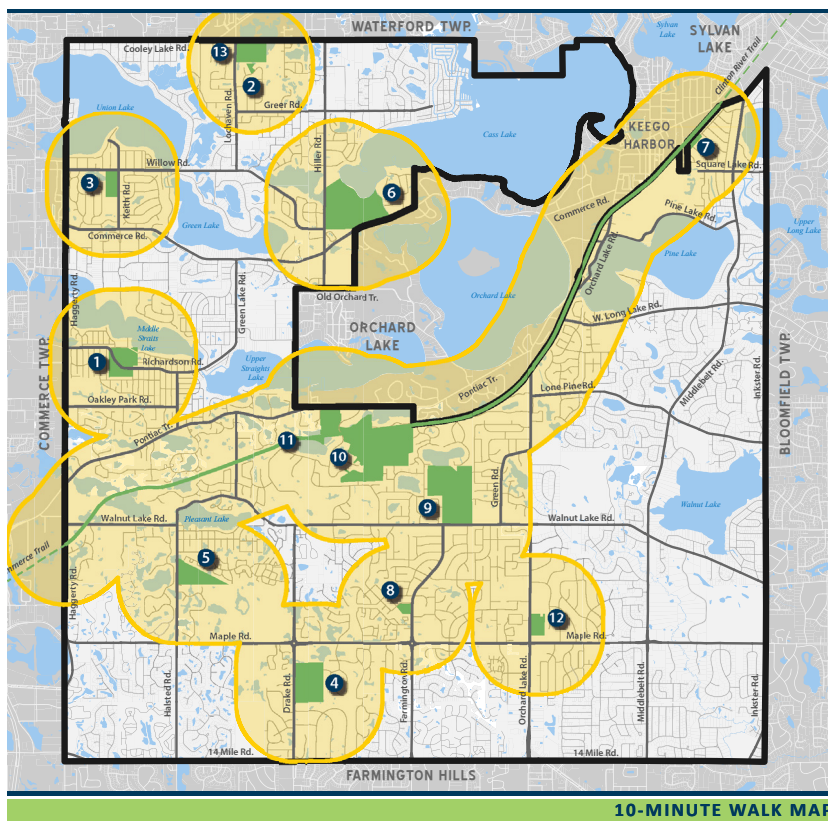
Client: Jennifer Tucker, WB Parks + Recreation, Executive Director
jtucker@wbparks.org 248.240.1396

Year: 2022 on behalf of livingLAB

The West Bloomfield Parks + Recreation Commission adopted their latest 5-Year Master Plan in January 2022 to serve as a guide and decision making document for future recreation facilities and programs. The plan was developed with a considerable amount of input from both staff and the general public. Leah served as Project Manager and facilitated a brainstorming session with staff to identify priorities for a variety of topics such as Programs, Facilities, Green Practices, and Marketing. The Plan also incorporated input from several online surveys as well as virtual public meetings.

The 9-month planning process included an inventory of West Bloomfield’s existing facilities and programs as well as an evaluation of opportunities and needs. The Plan includes goals, objectives, as well as capital improvement priorities for the next 5+ years. The Plan was approved by the Michigan Department of Natural Resources and provides for five years of grant eligibility with the State.

The Plan also included a process to develop a long-term Concept Plan for Drake Sports Park, one of the communities most heavily used parks. The process included a site visit to a park in a neighboring community, discussions with maintenance and programming staff, as well as review with the general public. The resulting Concept Plan was used to submit a MDNR Trust Fund Grant application in the hopes of moving implementation forward.



COMMERCE TOWNSHIP Dodge Park Concept Plan + Grant Application

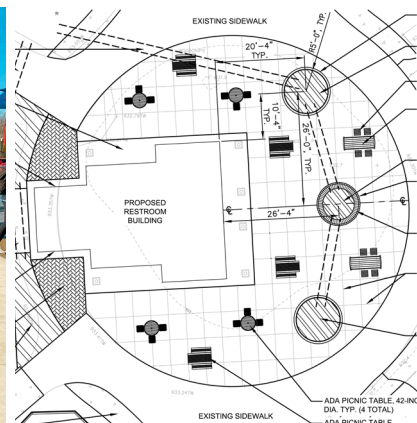
Commerce Township, MI

Client: Emily England, Commerce Twp Parks + Recreation Director
eengland@commercetwp.com 248.926.0063

Year: 2018 while at livingLAB

Several years ago, a non-profit organization approached the Township to build a universally accessible playground at the 106-acre Dodge Park. Leah served as Project Planner and Grant Writer while at livingLAB and worked closely with the Township staff and an Advisory Committee to develop a concept plan to evaluate supporting the universally accessible playground. The analysis looked at providing additional parking and barrier-free spaces, circulation and access to loading/unloading zones, relief from an existing pedestrian bottleneck, as well as a universally accessible restroom and changing building, a central gathering space, additional pavilion and associated amenities. At the same time, the local soccer organization was building a third, full-size soccer field at the park.

Through the planning process, the team worked closely with the Advisory Committee to develop design goals, understand the needs of the various stakeholders, work through a number of alternatives and gather consensus. Leah also assisted the Township submit a successful Land and Water Conservation Fund grant application to the MDNR for assistance in funding the universally accessible restroom/changing room. Construction was completed in 2021 and has proven to be a heavily used park at all times of the year.



MDOT I275 Metro Trail Assessment + Grant Application

Wayne County, MI

Client: Matt Galbraith, MDOT Metro Region Planner
galbraithM2@michigan.gov

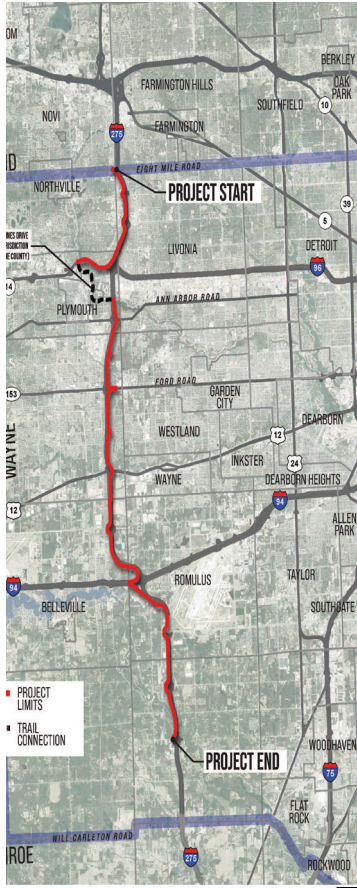
Year: 2022 on behalf of livingLAB + Wade Trim

On behalf of livingLAB, Leah served as Project Planner for the assessment of 24.8 miles of the I275 Metro Trail in Wayne County. The trail, originally built in the 1960s, has seen investment over the past decade as the demand and interest in a connected regional trail network increased. MDOT hired a team of planners, landscape architects, and engineers, led by Wade Trim, to evaluate the condition of the trail and develop recommendations for its continued improvement.

Along with a civil engineer, Leah evaluated the entire 24.8 miles of trail utilizing GIS/GPS technology to note elements such as pavement condition, drainage issues, visibility, connections, signage, structures, etc. The results of this field work was the foundation for the development of recommendations to not only elevate the design and condition of the trail, but to increase usership, safety, and enjoyment.

The team worked closely with a number of stakeholders including the I275 Trail Friends Group, MTGA, Wayne County, and the communities along the trail to ensure coordination between various projects, identify opportunities for trailheads and connectivity, and develop an implementation and funding strategy.

Leah was an advisor and writer for a 2022 Ralph C Wilson Maintenance Fund grant application submitted by MDOT to improve a number of locations where the I275 Metro Trail crosses wide and busy roads.



LEAH GROYA

PROFESSIONAL PLANNER



Using her lifelong love of the outdoors to focus her professional expertise and career, Leah has had considerable success in planning and project funding. Over the past 25 years, she has specialized in work that improves mobility and safety of pedestrians and bicyclists; parks and recreation plans; open space planning; and securing millions in project funding for her clients. From existing conditions, community outreach, funding, and implementation, Leah is known for her organization and communication skills, ability to facilitate diverse stakeholders, and propensity for moving projects forward. Her leadership skills make her a sought after project manager and partner.

EDUCATION

BS Urban + Regional Planning
Michigan State University 1997

American Institute of Certified Planners - #135999

TRAINING

Safe Routes to School Michigan

AASHTO Bicycle Facility Design

Professional Certificate in
Watershed Management : MSU

AFFILIATIONS

American Association of Planning

Michigan Association of Planning

mParks | MRPA

Association of Pedestrian and
Bicycle Professionals

EXPERIENCE

PEDESTRIAN + BICYCLE MOBILITY

MDOT Grand Region Nonmotorized Plan | MI
MDOT Grand Region Bike/Ped Committee Facilitation | MI
Jackson + Jackson Co Nonmotorized Plan | Jackson, MI
Dearborn Multi-Modal Plan | Dearborn, MI
I275 Metro Trail Asset Management Study | MDOT
Iron Belle Trail Planning Assessment | Downriver, MI
Walk Woodbridge Plan | Detroit, MI
Detroit Bike Share Feasibility Study | Detroit, MI
MoGo Bike Share Station Siting | Detroit, MI
Joe Louis Greenway Brochure | Detroit, MI
Connecting Lenawee Plan | Lenawee Co, MI
MDOT University Region Nonmotorized Plan | MI

PARK + OPEN SPACE PLANNING

West Bloomfield Recreation Master Plan | West Bloomfield, MI
Plymouth Community Recreation Master Plan | Plymouth, MI
Pontiac Recreation Master Plan | Pontiac, MI
Commerce Township Recreation Master Plan | Commerce, MI
Redford Township Recreation Master Plan | Redford, MI
Eliza Howell Park Concept Plan | Detroit, MI
Gainsboro Park | Pleasant Ridge, MI
Dodge Park | Commerce, MI
Rogell Park | Detroit, MI
Wise Woods + Victory Park Master Plan | Commerce, MI
North Branch Greenway Vision | Macomb County, MI



Jason Macdonald
PLA, ASLA
landscape architect + principal
MAC Land Design, LLC

As a designer Jason pays special attention to, and evaluates things that most people don't. Scale, space, surroundings, proportions, environment, relationships, and functionality to name just a few. Being a Landscape Architect allows him to combine his observations and principles of design to plan and develop unique, memorable, relevant and enjoyable "places and spaces".

During his 24 years of experience designing and planning the world in which we live, work, and play Jason has influenced a wide range of projects. His ability to look at projects with a balanced perspective of design creativity and the realities of construction allows Jason to successfully guide projects through the transition from someone's imagination to successful implementation.

Jason's creativity, technical ability, and attention to detail make him a valuable team member in any phase of a project. His strengths include preliminary/conceptual design and planning, graphic renderings, GIS mapping, 3D modeling, construction plans and specifications, field work and construction observation, and placing himself in the shoes of the end-user.



EDUCATION

Bachelor of Landscape Architecture,
Michigan State University: 1998

REGISTRATIONS AND AFFILIATIONS

Professional Landscape Architect, MI #3901001519

American Society of Landscape Architects

WORK EXPERIENCE

livingLAB, 2011 - 2021

Wade Trim, 2007 - 2011

J Eppink Partners, 2002 - 2007

Gibbs Planning Group, 1998 - 2002

PROFESSIONAL GOAL

CREATE PLACES AND SPACES THAT ARE MEMORABLE:

To collaborate with clients, stakeholders, and communities to help bring that far-fetched, "back-of-the-napkin" sketch to life. To never lose sight of the fact that each project offers a real opportunity to make an impact on everyone. To plan, design and implement truly special spaces for users of all ages and abilities.

RELEVANT PROJECT EXPERIENCE

West Bloomfield Recreation Master Plan: West Bloomfield, MI
Dodge Park: Commerce Twp., MI
Drake Park Master Plan Update: West Bloomfield, MI
Commerce Twp. Recreation Master Plan: Commerce Twp., MI
Eliza Howell Park Master Plan: Detroit, MI
Victory Park Master Plan & Grant: Commerce Twp. MI.
Eagle Plaza: Royal Oak, MI
Rogell Park Master Plan & Construction Documents: Detroit, MI
Richardson Community Center Master Plan: Commerce Twp., MI
DTE Beacon Park: Detroit, MI
Connecting Lenawee Non-Motorized Map: Lenawee Co., MI
Maple Glen Park: Commerce Twp., MI
Gainsboro Park: Pleasant Ridge, MI
West Bloomfield Trail: West Bloomfield, MI
Joe Louis Greenway Map & Brochure: Detroit, MI
Children's Park: Village of Lake Orion, MI
North Branch River Greenway Vision Plan: Macomb Co., MI
Salt River Greenway Vision Plan: Macomb Co., MI
Clinton River Water Trail Map: Oakland and Macomb Co., MI
Grand River Workspace Green Parking Lot: Detroit, MI
Downriver Linked Greenways Map: Wayne Co., MI
Hickory Glen Park: Commerce Twp., MI
Community Sports Park: West Bloomfield, MI



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
3/25/2022

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 have ADDITIONAL INSURED provisions or 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).


PRODUCER McNish Group, Inc. 26622 Woodward Ave. Ste 200 Royal Oak MI 48067 License#: .0019816 LGROYAC-01	CONTACT NAME: PHONE (A.C. No. Ext): 248-544-4800 FAX (A.C. No): 248-544-4801 E-MAIL ADDRESS: certs@mcnish.com INSURER(S) AFFORDING COVERAGE	NAIC # 22543
INSURED L Groya Consulting, LLC 1314 Woodsboro Royal Oak MI 48067	INSURER A: Secura Insurance Company INSURER B: USLI INSURER C: Hartford Accident & Indemnity Company INSURER D: INSURER E: INSURER F:	22357

COVERAGES **CERTIFICATE NUMBER:** 1719710271 **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.

INSUR LTR	TYPE OF INSURANCE	ADDL SUBR	INSUR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			BP3355416	11/22/2021	11/22/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/OP AGG \$ 2,000,000 \$
A	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY			BP3355416	11/22/2021	11/22/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
C	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N	35WECAR4AED	2/22/2022	2/22/2023	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
B	Professional Liability			SP1576482	11/18/2021	11/18/2022	Limit 1,000,000

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

CERTIFICATE HOLDER INFO ONLY	CANCELLATION 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 
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P.O. BOX 110
CHELSEA, MI 49240
(517) 522-3524 OFFICE
(313) 268-6189 MOBILE
WWW.HERPRMAN.COM

April 19, 2022

Justin Quagliata, Staff Planner
White Lake Township
7525 Highland Road
White Lake, MI 48383

Subject: Stanley Park Improvements Rare Herpetological Services Proposal

Dear Mr. Quagliata:

Herpetological Resource and Management, LLC (HRM) is pleased to provide the following proposal for professional services to White Lake Township to conduct herpetological field assessments within the proposed project area focused on the Federally protected Eastern Massasauga Rattle Snake and State protected herpetofauna. HRM maintains all necessary permits to conduct the requested services and can mobilize project team in late April following authorization.

We at HRM are pleased to have the opportunity to work on this project and apply our expertise on Michigan herpetofauna. Please feel free to contact us if you have any questions or need additional information.

Sincerely,

A handwritten signature in blue ink that reads "David A. Mifsud".

David A. Mifsud, CWB, PWS, CPE

Scope of Services

Herpetological Resource and Management (HRM) proposes the following Scope of Services targeting the Federally protected Eastern Massasauga Rattle Snake (EMR) as the State of Michigan listed Endangered, Threatened, or Special Concern herpetofauna associated with the Project. This assessment will be conducted pursuant federal requirement. The Project Area consists of Stanley Park, located in White Lake Township, Michigan.

This baseline assessment will be completed to identify and evaluate concerns for rare herpetofauna associated with proposed improvements proposed to Stanley Park based on the conceptual design provided by Beckett&Raeder dated February 2021.

A review of has confirmed the presence of federal threatened Eastern Massasauga Snake (*Sistrurus catenatus*) (EMR), as well as several state listed species of herpetofauna on or near the project area. To accurately assess the range of rare species potentially present, HRM proposes sampling from Late April through May to capture several life stages and activities of rare herpetofauna. The following services will be provided:

Scope of Services

Task 1: Review existing documentation, species occurrence data, and proposed designs for project area, and secure all necessary permits.

Task 2: Conduct biological and habitat assessment associated with project area to evaluate herpetofauna community composition with emphasis on EMR and other protected species.

Task 3: Develop report summarizing objective, methods, results, discussion and recommendations including Best Management Practices and restoration/enhancement recommendations targeting amphibians and reptiles. Map distribution of observed herpetofauna within project assessment area.

Methods

Various target species of amphibians and reptiles are active at different times of the day and in different seasons, sampling will be conducted during a variety of times when amphibians and reptiles are active. Surveys will be conducted during late spring, early summer to capture the greatest diversity of herpetofauna. Amphibians and reptiles inhabit several different habitats and microhabitats; therefore, multiple methods will be used to completely sample the area. Sampling will include visual encounter surveys, dip netting, trap, auditory, and cover surveys. No voucher samples will be taken (unless dead), but photographs will be taken when possible. All data will be contributed to the Michigan Herp Atlas project.

Stanley Park Improvement Herpetological Services Proposal

Item D.

Schedule

Work is anticipated to be conducted April through May 2022.

Budget

Compensation for HRM team directly engaged in the work of this proposal will be based on flat fee not to exceed of \$16,200.00. All other services or requested items/materials not outlined in the proposal will be billed at an hourly rate of \$110 per hour or actual cost of item. A breakdown of this estimate is provided below.

Task 1	\$900.00
Task 2 (6 days)	\$9,000.00
Task 3	\$3,500.00
Travel	\$2,000.00
Client correspondence/meetings	\$800.00
Project Total:	\$16,200.00*

* Total includes survey (2-3 trained biologist with experience sampling rare herpetofauna), equipment, travel, report, and any additional deliverables specified above (including one report revision) and based on a flat rate not to exceed amount listed. All other services not stated above will be billed based on *time and materials* at the hourly rate of \$110.00 unless otherwise mutually agreed upon in writing. All other services not stated above will require a change of scope. Please note the pricing reflects discount for nonprofit organizations. This cost estimate is valid for 30 days.

Stanley Park Improvement Herpetological Services Proposal

GENERAL TERMS AND CONDITIONS

1. These General Terms and Conditions, the attached proposal, and any stipulated exhibits or attachments shall constitute the entire agreement between Herpetological Resources and Management (hereafter referred to as HRM) and the CLIENT (herewith defined as the acceptor of this agreement) and shall not be modified except as hereinafter provided.

2. CLIENT may terminate this agreement upon written notice to HRM, at least ten (10) days prior to the date of termination. Upon receipt of termination notice, HRM shall immediately initiate efforts to stop all work in progress, including subcontracts. Insofar as possible, all ongoing work elements will be brought to a logical termination point. All finished or unfinished documents, data, studies, surveys, drawings, maps, reports, photographs, etc. prepared by HRM and any subcontractors will be delivered to CLIENT and shall become the property of the CLIENT, upon receipt of equitable compensation by HRM for performance of such work, provided that the release of said documents does not violate or contravene professional ethical standards.

HRM may terminate or suspend work under this agreement, as its option, if the CLIENT fails to pay invoices within thirty (30) days of presentation for payment. In the event HRM should choose to terminate the agreement for the cause herein stated, the CLIENT agrees to pay all unpaid invoices and to compensate HRM for other work performed as stipulated in Paragraph #1 of this section. Work may be resumed upon bringing the account to “current” status.

3. Additions to or deletions from this agreement shall only be accomplished by executing the appropriate “Contract Modification Record” wherein such modifications and consequent compensation adjustments may be addressed.

4. The scope of services to be provided under this agreement is stated in the proposal attached hereto and shall not be modified except as heretofore provided.

5. HRM will bill for services provided every thirty (30) days, unless otherwise stipulated, and payment will be on a “Net 30 Days” basis. Accounts more than thirty (30) days old will be subject to interest of 2% (two percent) per month on the unpaid balance. The basis of payment for work performed under this agreement is stipulated in the accompanying proposal, which shall only be modified in writing, by manual agreement. All invoices will be directed to:

6. HRM agrees to furnish, if requested by CLIENT, a certificate reflecting their general liability insurance coverage in sufficient amounts, and agrees that such coverage shall be maintained during the terms of this agreement. HRM shall be responsible for determining that its subcontractors, where required, likewise carry and maintain adequate insurance coverage.

7. HRM Agrees to indemnify and hold CLIENT, its directors, employees and agents harmless from each and every claim, suit, judgement or damage to or for injury or death of any persons, caused by or arising out of or in connection with the operations of HRM and its subcontractors under this agreement, except as same may be due to the sole negligence of CLIENT.

8. The CLIENT agrees that, in the event that they shall enter into a contract for the services provided by HRM under the terms of this agreement, they shall require in such contract that the contractor provide an Owner’s General Liability Insurance Policy, which shall, at a minimum, indemnify the Owner and HRM against claims for damages because of bodily injury or death and for property damage caused by acts of the contractor or any sub-contractors, including defense costs, with limits of liability not less than \$1,000,000.00 per occurrence.

9. Neither CLIENT nor HRM may assign or transfer their individual interests in this agreement without the written consent of the other party. CLIENT and HRM bind themselves and their successors and assigns to the other party with respect to all covenants of this agreement.

10. In the event that a dispute should arise concerning performance of this agreement, and should such dispute result in litigation, it is hereby agreed that the prevailing party in such an action shall be entitled to recover all costs incurred during such litigation, including, but not limited to, staff time, attorney’s fees, court costs, etc., in addition to any monetary damages or awards arising out of such action.