



PROPOSAL FOR PLANNING SERVICES **SAFE ROUTES TO SCHOOL PLAN UPDATE** **LA CROSSE, WISCONSIN**

Prepared by HKGi with WHKS
 July 25, 2019



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Landscape Architecture
Planning
Urban Design

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COLLABORATE
LISTEN
EXPLORE
CREATE

HKGi believes that design, when inspired by the character of the people and the land, can create a unique and identifiable sense of community.

July 25, 2019

Jack Zabrowski, Associate Planner
City of La Crosse Planning and Development Department
zabrowskij@cityoflacrosse.org

Re: Planning Services for Update to the Safe Routes to School Plan

Dear Mr. Zabrowski:

On behalf of HKGi, I am pleased to submit our proposal to assist the City of La Crosse and the School District of La Crosse in updating the community's Safe Routes to School Plan. In this packet you will find information about our team's qualifications and experience along with our proposed work plan, schedule, and cost to conduct this project.

HKGi is a Minneapolis-based planning, landscape architecture firm that was established in 1982. As you will see from our proposal, connectivity and mobility have been key components in nearly all of our planning work. As park and recreation, trail and greenway, and community planners, we are experienced at developing plans and designs to improve accessibility and safety for all modes of transportation, with an emphasis on creating safer conditions for bicyclists and pedestrians. As a firm, we have completed trail and bikeway plans for several communities in Minnesota, and the staff members we have assigned to this project have provided leadership on several similar projects.

Jody Rader, who will serve as Project Manager, has provided technical and engagement services on several SRTS plans for MnDOT and for Oak Creek, Wisconsin, and has also provided leadership for several bike-ped plans. In addition, we have enlisted William Angerman, a veteran engineer from the firm's WHKS Rochester office, to provide engineering expertise for this project. He is also experienced at completing SRTS planning.

HKGi's community-based planning approach means that we emphasize listening to project stakeholders, collecting their ideas, thoughts and concerns, and using that information as the foundation for our planning work. Our approach to this project will ensure that the SRTS Plan update will address the community's unique concerns, while our experience and technical expertise will ensure that SRTS best practices and principals are applied to ensure the plan meets all state requirements.

If you have any questions about our proposal, I can be reached at jody@hkgi.com or 612-252-7136. Bryan Harjes, who will serve as Principal in Charge for this project, can be reached at bryan@hkgi.com or 612-252-7124. We appreciate the opportunity to be considered for this project, and we look forward to speaking with you.

Sincerely,

A handwritten signature in black ink, appearing to read 'J. Rader'.

Jody Rader, PLA
Project Manager

A handwritten signature in black ink, appearing to read 'Bryan Harjes'.

Bryan Harjes, PLA, LEED AP
Vice President



RIVER TO RIVER GREENWAY
DAKOTA COUNTY, MINNESOTA

01. BUSINESS ORGANIZATION



HKGi

For more than thirty years **HKGi** has helped communities create great places for people to live, work and play. Our planners and landscape architects understand the issues communities face as they grow and evolve because we have worked with community leaders to learn about the needs of their stakeholders and produced tools to help them build great places. HKGi combines experience and knowledge with creativity, sound project management and strong leadership to provide clients with efficient, effective urban planning and design services.

Our planning and design approach is built around four core principles:

Collaborate

Community members, stakeholders, clients and consultants combine their creativity, passion, insight, and skill to build great places.

Listen

We use the ideas and knowledge provided by community members, stakeholders, and clients to develop plans and designs that help the community achieve its vision.

Explore

Our ability to explore potential opportunities and strategies with clients and communities allow the best solutions to emerge.

Create

We strive to create plans and designs that produce positive results for our clients, which allows us to achieve our goal: to create great places that enrich people's lives.



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Est. 1982

Principals:

- » Paul Paige, PLA, President
- » Brad Scheib, AICP, Vice President
- » Bryan Harjes, PLA, LEED AP, Vice President

Associates:

- » Rita Trapp, AICP, LEED AP
- » Jeff Miller, AICP

Staff:

- » 7 Licensed Landscape Architects
- » 5 Certified Planners
- » 6 Planners/Urban Designers
- » 1 Communications Staff

Planning

Landscape Architecture

Urban Design



whks

WHKS & Co.

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Rochester, MN 55904-5515
e: rochester@whks.com
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w: www.whks.com

*Engineers
Planners
Land Surveyors*

Shaping the Horizon

As a full-service consultant, WHKS can offer a wide spectrum of services ranging from initial planning and funding stages through to project design and construction. Our staff assigned to this project has conducted Safe Routes to School (SRTS) planning for several communities in southeastern Minnesota and understands the unique issues SRTS planning must address.

Transportation Planning and Engineering

The expertise of WHKS staff includes the planning and design of urban and rural highways, interchanges and intersections, major state and county highways and bridges, urban arterials, bridge and pavement rehabilitation and replacements, and traffic engineering.

Municipal Utility Planning and Design

WHKS has a proven track record for developing cost-effective, environmentally-sound solutions for water and wastewater improvements. Areas of expertise include facility planning, wastewater treatment and collection system design and construction, interceptor sewer planning and design, infiltration and inflow studies, water system master planning and system evaluations, modeling, municipal underground utility design, and GIS database development and integration.

Water Resources Planning and Design

WHKS offers a wide range of services for water resource engineering, including storm water management, drainage and hydrology, erosion control measures, certified wetland delineations, wetland mitigation design, and streambank/habitat restoration.

We also offer several specialized technical services including groundwater modeling, floodplain mapping, and the design of water impoundment structures.

HKGi's Advantage

The HKGi team brings several advantages to this Safe Routes to School (SRTS) planning project, including our thorough approach to community engagement, which emphasizes listening and taking direction from those people who will be most impacted by our planning work; our broad expertise in connectivity planning, in which we seek to help clients strengthen their communities and ensuring that they remain great places to live, work, learn, and play; and our reputation for developing customized plans that address each community's distinct needs and our commitment to providing outstanding client service and project management.

Engage and Listen

HKGi's community engagement approach places a priority on learning from local residents and stakeholders and using their knowledge, values and experience of their own community as the basis for our planning work. For La Crosse's SRTS Plan, this approach means we will collect input from school administrators, teachers, parents, students, and local residents whose observations will help us identify and address specific challenge and opportunity areas. We will use industry standards and best practices as a framework, but the heart of the plan will originate with the specific input we collect from the community.

Experience

HKGi brings a broad base of community planning experience to this project. Issues related to connectivity, particularly the ability of communities to provide safe, reliable bicycle and pedestrian facilities, are among the core issues HKGi's planners typically face, not only in our park and recreation, trail, and streetscape planning, but also in our redevelopment planning, site design, and comprehensive planning projects. This broad base of experience and knowledge means that we are able to better understand how land use, design guidelines, and other planning policies and initiatives can impact initiatives such as SRTS planning and broader bike and pedestrian planning efforts.

In addition to this broader connectivity planning and design experience, our team also brings specific SRTS planning experience. HKGi's Project Manager, Jody Rader, PLA, has experience conducting SRTS planning in both Wisconsin and Minnesota, and she has also provided grant writing services to help clients secure funding for SRTS implementation projects. William Angerman, PE, WHKS's lead engineer for this project, also brings SRTS planning experience and has worked with several communities in southeastern Minnesota on developing SRTS plans and implementation projects.

Customized Planning and Services

Since the firm's establishment in 1982, HKGi has been committed to delivering customized solutions and providing clients with outstanding service. We work with clients to develop customized engagement plans to ensure that we are addressing the issues the community prioritizes. We also strive to establish productive, collaborative relationships with clients by facilitating effective, efficient communication throughout a project's duration to ensure that we continue to meet the client's budgetary, scheduling, and outcome expectations for the project.

The following pages include staff resumes, which demonstrate our team's broad range of connectivity planning, engagement, and project management experience.





Bryan Harjes PLA, LEED AP
Vice President | 612.252.7124 | bryan@hkgi.com

Bryan will serve as Principal in Charge for the La Crosse SRTS project. He will be responsible for quality control and will also lend his knowledge about the planning context in La Crosse that he has gained while conducting work for Onalaska.

Bryan provides leadership on a broad range of projects including park and recreation planning, redevelopment planning, wayfinding planning, site master planning and design, land use planning, and downtown revitalization. His involvement in numerous award-winning planning and design projects attests to his expertise and creativity as an urban designer. His leadership results in high quality solutions that enhance connectivity, sustainability, and economic viability. He has a unique ability to listen to ideas and then quickly synthesize and transform them into conceptual drawings, making his participation particularly effective in community meeting, public workshop and design charrette environments.

Highlights of Bryan's bike and pedestrian planning experience includes playing a leading role on several trail, bikeway, and parks and recreation projects in the City of Duluth's St. Louis River Corridor. His work on those projects included improving access and connectivity to trails, bikeways, and pedestrian infrastructure throughout western Duluth neighborhoods within the corridor. Also, his leadership on the Cross City Trail project enabled community members to agree on a shared vision after several previous attempts failed to establish meaningful consensus.

Bryan is currently leading the master planning process for the Minnehaha Creek Corridor in Minneapolis, a complex project that requires the development of potential solutions for a significant amount of bicycle and pedestrian circulation, access, and connectivity issues. He has also conducted connectivity planning for several redevelopment projects in which enhancing bike pedestrian access and safety are primary goals. These projects include station area planning for the SW LRT and the Bottineau LRT lines and the Northstar Commuter in Fridley.

Relevant Planning and Design Experience

- » Cross City Trail Master Plan | Duluth, MN
- » Western Trail and Bikeway Master Plan | Duluth, MN
- » Gate and Park Wayfinding and Signage Plan | Duluth, MN
- » Wayfinding and Signage Master Plan | Hutchinson, MN
- » Lakewalk Strategic Plan | Duluth, MN
- » National Water Trail Master Plan | Duluth, MN
- » Minnehaha Creek Corridor Master Plan | Minneapolis, MN
- » Complete Streets Study | Red Wing, MN
- » Great River Passage Master Plan | Saint Paul, MN
- » Mississippi River Gorge Master Plan | Minneapolis, MN
- » St. Louis River Corridor Neighborhood Parks | Duluth, MN
- » Park and Recreation System Plan | Hutchinson, MN
- » Minnehaha Park Refectory Site Plan - Sea Salt | Minneapolis, MN
- » Nokomis-Hiawatha Regional Park Master Plan | Minneapolis, MN
- » Northstar TOD TIF District Master Plan | Fridley, MN
- » Bottineau LRT Station Area Planning | Hennepin County, MN

Years of Experience: 19

Education

- » Master of Landscape Architecture
- University of Minnesota
- » Bachelor of Environmental Design
- University of Minnesota

Registration

- » Landscape Architect, Minnesota,
License No. 42954

Memberships/Affiliations

- » Urban Land Institute (ULI)
- » Sensible Land Use Coalition
- » Minnesota Design Team
(Houston, MN)

Awards

- » 2017 ASLA-MN Merit Award for
Planning and Urban Design -
National Water Trail Master Plan
- Duluth-Superior
- » 2016 AIA Minneapolis
Preservation Award - **Minnehaha
Park Refectory Renovation,
Minneapolis**
- » 2014 APA-MN Innovation in
Planning Award and 2013 ASLA-
MN Merit Award for Analysis and
Planning - **Great River Passage,
Saint Paul**
- » 2010 Preservation Award -
Minnesota Preservation Alliance
- **Red Wing Downtown Action
Plan**



Jody Rader PLA

Landscape Architect | 612.252.7136 | jody@hkgi.com

Jody will serve as Project Manager for the La Crosse SRTS project and will be the primary contact person for the client. She will lead the engagement effort and will guide the consultant team's work throughout the duration of the project.

Jody is a landscape architect skilled in conducting planning and design that promotes healthy living, sustainable ecosystems, and quality of life for all. She brings experience working with a variety of institutional, non-profit, governmental, and consulting firms to her project work at HKGi. Her broad project experience includes bicycle and pedestrian planning, park master planning, site planning and design, urban design and public space planning.

Jody also brings past experience in architecture, community design, project and construction management to her work as a planner. She worked for several years on the Gulf Coast following Hurricane Katrina, providing community design services.

Since working at HKGi, Jody has provided design and leadership in the area of bicycle and pedestrian planning on projects like the Farmington Bike-Ped Plan, the Washington County Bike-Ped Plan, the Minnehaha Parkway Regional Trail Master Plan in Minneapolis, and the Cedar Avenue Transitway Station Area Plan, which involved finding creative solutions to pedestrian access across high-volume roadways in a suburban setting. Prior to working at HKGi, Jody served as project manager for MnDOT Safe Routes to School Planning, through which she worked with dozens of schools and districts across the state of Minnesota. Subsequently, she has provided grant-writing services to Anoka and Dakota County to help implement recommendations from these plans.

Relevant Project Experience

- » Bike-Ped Plan | Farmington, MN
- » Bike-Ped Plan | Washington County, MN
- » Minnehaha Parkway Regional Trail Master Plan | Minneapolis, MN
- » Cedar Avenue Transitway Eagan Station Area Planning | Dakota County, MN
- » Grant Writing Assistance | Dakota County, MN
- » SHIP Grant Writing | Anoka County, MN
- » Comprehensive Plan | Farmington, MN
- » Glacial Edge Trail Master Plan | Fergus Falls, MN
- » Cross-City Trail Master Plan | Duluth, MN
- » *Fitchburg Bicycle and Pedestrian Plan | Fitchburg, WI
- » *Design Standards for Entryway Corridors | Bozeman, MT
- » *Kenilworth Trail Landscape Design & Engagement | Minneapolis, MN
- » *MnDOT Safe Routes to School Planning | Minnesota
- » *Nice Ride Systems Planning | Minneapolis, MN
- » North and South Valley Parks Active Living Master Plan | Inver Grove Heights, MN
- » Downtown & Riverfront Master Plan | Fergus Falls, MN
- » Mississippi River Gorge Park Master Plan | Minneapolis, MN
- » Kinnickinnic River Corridor Master Plan | River Falls, WI
- » East Town Small Area Plan | Excelsior, MN

Years of Experience: 9

Education

- » Master of Landscape Architecture, University of Minnesota, 2015
- » B.S. Architecture, University of Minnesota, 2006

Registration

- » Landscape Architect, Minnesota, License No. 57311

Membership

- » ASLA, Member
- » Association for Community Design

Awards

- » ASLA Student Honor Award
- » College of Design Student Excellence and Scholarship Award
- » HUD Innovation in Affordable Housing Finalist

Professional Activities

- » Bike Walk MN 2018 Conference, Presenter
- » ASLA-MN Executive Committee, Student Chapter Liaison
- » ASLA-MN Step-Up Intern Program Chair
- » Represent ASLA-MN at planning, and design related conferences
- » Guest reviewer for the College of Design at the University of Minnesota
- » WILA (Women in Landscape Architecture) Co-chair



Gabrielle Grinde ASLA, PLA

Landscape Architect | 612.252.7141 | gabrielle@hkgi.com

Gabrielle has developed a strong portfolio of parks, trails, open space, and recreation related project work and has also been an important contributor to a growing number of community development projects involving nature education, public arts, and cultural heritage. She has been heavily involved in the planning and creation of Dakota County's innovative greenway network, including contributing to planning for the overall network and providing project management and planning leadership for eight of the networks greenway master plans.

For several years, Gabrielle has contributed to HKGI's comprehensive planning efforts by leading the development of the parks and recreation chapters, which typically includes trail planning. She has also provided leadership and planning expertise on several park and recreation system plans for communities such as Maple Grove, Elk River, Inver Grove Heights, and Rochester. These system plans also routinely include an emphasis on trail planning and bike/ped connectivity.

Gabrielle's trail and bikeway planning portfolio includes Duluth's Western Trail and Bikeway Plan Update and the citywide Trail and Bikeway Plan; the Munger Trail Spur Connector Plan in Hermantown; and the Glacial Edge Trail in Fergus Falls. She also has experience designing trails for construction and was part of the team that designed the final segment of the North Urban Regional Trail (now the River to River Greenway). She has also provided grant writing services to Dakota County for several years and has been a key to securing funding for several bike/ped improvement projects in the county via the state's SHIP program.

Years of Experience: 10

Education:

- » Master of Landscape Architecture - University of Minnesota
- » Port Cities Study Abroad: Lisbon, Barcelona, and Venice - University of Minnesota
- » B.A. - Political Science, University of Wisconsin

Registration:

- » Landscape Architect, Minnesota License No. 50416

Memberships/Affiliations:

- » American Society of Landscape Architects- Minnesota Chapter

Awards:

- » 2015 MN APA Planning in Context Award - **Moorhead River Corridor Plan**
- » 2015 MNDOT Stewardship Award in Transportation and the Natural Environment - **River to River Greenway, Dakota County, MN**
- » 2014 ASLA-MN Merit Award; 2014 MN APA Innovation in Planning Award; 2013 ASLA-CO Merit Award - **Great River Passage, Saint Paul**
- » 2012 ASLA-MN Merit Award for Planning - **Dakota County Greenways: Minnesota River and North Creek, Dakota County, MN**

Park and Recreation Planning Experience

- » Greenway Master Plans (multiple greenways) | Dakota County, MN
- » Greenway Collaborative Guidebook | Dakota County, MN
- » SHIP Grant Writing | Dakota County, MN
- » North Urban Regional Trail Construction | Dakota County, MN
- » Spring Lake Park Reserve Trail Design | Dakota County, MN
- » Glacial Edge Trail Master Plan | Fergus Falls, MN
- » Western Trails and Bikeway Plan Update | Duluth, MN
- » Robert Pira Regional Trail | Dakota County and Saint Paul, MN
- » Park and Recreation System Plan | Maple Grove, MN
- » Parks and Recreation Master Plan | Elk River, MN
- » Mississippi River Gorge Master Plan | Minneapolis, MN
- » Lakewalk Strategic Plan | Duluth, MN
- » St. Louis River Corridor Vision | Duluth, MN
- » Trail and Bikeway Plan | Duluth, MN
- » Munger Trail Spur Connector Plan | Hermantown, MN
- » Park and Recreation System Master Plan | Inver Grove Heights, MN
- » Parks and Recreation Master Plan | Rochester, MN
- » Park and Recreation System Master Plan | Saint Paul, MN
- » Great River Passage Master Plan | Saint Paul, MN
- » Recreation and Parks Master Plan | Brooklyn Park, MN



Jesse Thorsen AICP, LEED Green Assoc.
Planner | 612.252.7129 | jesse@hkgi.com

Years of Experience: 4

Education

- » B.S. Community and Regional Planning – Iowa State University, 2012

Registration

- » American Institute of Certified Planners – Cert. #028951
- » LEED Green Associate – Cert. #10733040

Professional Development

- » Transportation Research Board Annual Meeting - 2018

Jesse is a certified planner who brings experience and an interest in a variety of planning topics, including transportation, mobility and connectivity. He has provided planning expertise and support for comprehensive plans for several metropolitan area communities and has a solid understanding of planning requirements within the metro. He also brings a strong graphic design sensibility and skill set to his work and excels at producing communications materials that are attractive, user-friendly and communicate clearly.

Jesse recently contributed bicycle and pedestrian planning expertise to the Farmington Bike-Ped Plan and is currently serving on the team that is developing the Bike-Ped Plan for Washington County, Minnesota. At HKGI he has also contributed mobility expertise to transportation chapters for several comprehensive plans. Jesse also developed a substantial portfolio of transportation and bike/ped related planning work while with the Houston Galveston Area Council (HGAC). For the HGAC he contributed review services for the Houston Bike Plan, conducted bicycle/pedestrian counts and evaluations, created a site design plan for White Oak Village that was designed to have a strong integration with surrounding trail amenities, and provided mapping services for Sunday Streets, Houston's version of Open Streets. He also provided planning services to highway several highway studies in the Houston area.

He recently attended the Transportation Research Board Annual Meeting to enhance his transportation planning knowledge base. Jesse strives to bring a user-friendly approach to ensuring that streets and communities meet mobility and access needs while being safe, inviting, economically productive, and healthy.

Relevant Planning Experience

- » Bike-Ped Plan | Farmington, MN
- » Bike-Ped Plan | Washington County, MN
- » *Houston Sunday Streets Mapping | Houston, TX
- » *SH 146 Corridor Subregional Transportation Initiative | Baytown, TX
- » *Houston Bike Plan | Houston, TX
- » *US 290 Value Capture Study | Houston Region, TX
- » *H-GAC Pedestrian Evaluation Tool | Houston-Galveston Region, TX
- » *H-GAC Bicycle and Pedestrian Documentation | Houston-Galveston Region, TX
- » *White Oak Village Trail Oriented Development | Houston, TX
- » *SH 249 Access Management Study | Houston, TX
- » Comprehensive Plan | Chaska, MN
- » Comprehensive Plan | Columbia Heights, MN
- » Comprehensive Plan | Dakota County, MN
- » Comprehensive Plan | Eagan, MN
- » Comprehensive Plan | Greenfield, MN
- » Comprehensive Plan | Inver Grove Heights, MN
- » Comprehensive Plan | Kasson, MN
- » 105th Avenue Area Master Plan | Maple Grove, MN
- » Comprehensive Plan | Maplewood, MN



Aimee Hackett

Landscape Designer | 612.252.7138 | aimee@hkgi.com

Aimee is a landscape designer and a recent addition to HKGi's team. She earned her Bachelor's of Science degree in landscape architecture at Arizona State University with a minor in urban planning. At HKGi, she provides design and planning support for park, trail, and redevelopment projects. She brings strong graphic design skills to her work and uses them to create appealing community engagement and visual communications materials that help convey key themes and messages to project stakeholders and decision-makers.

Some of Aimee's experience highlights include creating a field guide to assist in the identification and treatment of invasive species; creating communications materials for sustainability, natural resource conservation, and awareness efforts; developing branding materials for private companies; and creating construction documentation and planting plans for public improvement projects.

In addition to earning her degree, Aimee's college career included completing an internship with the Phoenix Desert Botanical Garden, earning two Williams Family Scholarships, being nominated for the Herberger Institute of Design and Art Excellence award, and being selected to present at the ACEC Annual Roads and Streets Conference. She also served as Treasurer of the ASLA ASU Student chapter.

Education

- » B.S., Landscape Architecture - Arizona State University

Awards and Accomplishments

- » Williams Family Scholarship, received scholarship twice
- » Nominated for Herberger Institute for Design and the Arts Design Excellence Student Award
- » Selected for Student Presentation at 2016 ACEC Annual Roads and Streets Conference

Planning Project Experience

- » Athletic Facilities/Greenspace Master Plan | Becker, MN
- » Lake Ann Trail Feasibility Study | Chanhassen, MN
- » Thompson County Park Master Plan | Dakota County, MN
- » Vermilion River Greenway Master Plan | Dakota County, MN
- » Hok Si La Park Master Plan | Lake City, MN
- » 105th Avenue Area Redevelopment Plan | Maple Grove, MN
- » Mississippi Gorge Regional Park Master Plan | Minneapolis, MN
- » Redevelopment Planning | Onalaska, WI
- » Park and Recreation System Plan | Otsego, MN
- » Kinnickinnic River Corridor Master Plan | River Falls, WI
- » Czech Heritage Trail Plan | Tri-City School District, MN
- » Great River Regional Trail Master Plan | Wright County, MN
- » *Noxious Weed Field Guide | Private Client in Minnesota
- » *Sustainability Education and Awareness Campaign | St. Cloud, MN
- » *Riley Purgatory Bluff Creek Watershed District Native Planting Campaign | Chanhassen, MN
- » *Water Quality Awareness Communications Materials | Bloomington, MN
- » *Branding and Marketing Materials | Private Client in Scott County, MN

Project Completed for Previous Employer

SHAPING THE HORIZON

whks

William K. Angerman, P.E.

Executive Vice President, Chief Operating Officer



William K. Angerman, P.E. is the Executive Vice President and Chief Operating Officer at WHKS. He serves as principal in charge on all municipal, water resources, and water and wastewater projects for the firm.

Mr. Angerman has designed and developed plans, specifications and cost estimates for infrastructure and planning projects for numerous clients and municipalities.

His municipal project experience covers the planning and design of streets, trails and parking areas, urban transportation studies and residential and commercial site development as well as stormwater and sanitary master planning projects.

Mr. Angerman is an effective communicator and participates in city council and zoning board presentations, meetings and public hearings for a wide variety of infrastructure and improvement projects. He is skilled in navigating the regulatory permitting process as well as assisting with grant and loan funding.

Relevant Project Experience

- Safe Routes to School Improvements – 11th Street, St. Charles, Minnesota
- Safe Routes to School Improvements, Bryon, Minnesota
- Safe Routes to School Improvements, Eyota, Minnesota
- Street Improvements and County State Aid Highway 5 Bike Path Construction, Byron, Minnesota
- 7th Street NE/County Road 134 Reconstruction, Byron, Minnesota
- 10th Avenue NE Reconstruction, Byron, Minnesota
- West Frontage Road Reconstruction, Byron, Minnesota
- Federal Avenue Streetscape and Plaza Improvements, Mason City, Iowa
- Downtown Conceptual Planning, Grafton, Iowa
- Granger Road (3rd Street), Cresco, Iowa
- First Avenue East Reconstruction, Cresco, Iowa

EDUCATION

B.S. Degree in Civil Engineering from Michigan Technological University, 1994

CONTINUING EDUCATION

Presenter: Minnesota Wastewater Association, January 2010: I/I Rehabilitation Techniques used in Rochester, Minnesota

Presenter: Minnesota Wastewater Association, July 2010
I/I Field Rehabilitation Techniques

Presenter: Iowa Water Pollution Control Association Annual Conference, June 2009: Inflow and Inflow Data Collection, Analysis, and Reduction

Presenter: Iowa DNR Region 2, April 2010: Mason City's I/I Removal Program

Presenter: IAWEA Conference, March 2013 and Minnesota Wastewater Operators Association Conference 2014: Smoke Testing for Indirect Cross Connections: What Works and What Doesn't

Guest Speaker: Minnesota Dept. of Health Southeast District Water Operators School, March 2014: 4th Street SW (St. Marys) Water Reservoir, Rochester, MN

Presenter: SE Minnesota Wastewater Operator's Section Meeting, February 2018: Dredging Lake Zumbro

REGISTRATION

Licensed Professional Engineer: Minnesota, Iowa, Illinois and Wisconsin

PROFESSIONAL EXPERIENCE

WHKS & Co. 1994-Present

PROFESSIONAL ACTIVITIES

- Member, American Society of Civil Engineers
- Member, American Water Works Assoc.
- Member, Minnesota Society of Professional Engineers

TECHNICAL EXPERIENCE

- Streets and parking areas
- City planning assistance
- Utility master planning
- Public involvement
- Wastewater collection, pumping, and treatment systems
- Water supply, treatment, distribution, pumping, and storage facilities
- Subdivision review
- Environmental assessment worksheets
- Grant and loan applications
- Regulatory permitting

whks



**CEDAR AVENUE TRAIL CROSSING
MINNEAPOLIS, MINNESOTA**

02. STATEMENT OF STUDY

Project Understanding

The City of La Crosse seeks to update the city-wide Safe Routes to School (SRTS) Plan that establishes a community-supported vision for increased safety, convenient connections, and a comfortable biking and walking network to serve the 22 schools within the school district. This update will position the city to better accommodate current and future transportation patterns and respond to an increased awareness and demand for sustainability and active living opportunities within the community. The Safe Routes to School Plan Update will guide the City of La Crosse by providing a prioritized, feasible approach to improvements over the next ten years, while integrating a 5-E approach combined under an innovative lens of equity and health.

The SRTS Plan will need to address a variety of issues such as:

- » Understanding student travel patterns and parent concerns
- » Understanding barriers (both physical and behavioral) to walking and biking to schools
- » Evaluating arrival and dismissal sequencing, as well as evaluating bus circulation near schools
- » Strengthening and supporting current City planning initiatives such as the City's Bike Ped Plan, Complete Streets ordinance, Streets and Highways Transportation Vision and Vision Zero policies and creating a framework for on-going coordination with regional agencies
- » Updating facilities and programs to meet and/or exceed current standards in pedestrian and bicycle infrastructure and technology
- » Identifying policies, programs, and evaluation tools that will support the SRTS effort

The success of the 2007 SRTS Plan is largely due to the commitment of the City, the School District, and the La Crosse County Health Department to implementation of recommendations. Significant community engagement and progress has been made over the last 12 years to support finding ways to make walking and biking to schools safe, easy, and convenient for the La Crosse community. The SRTS Plan Update will celebrate successes, while identifying ways to improve implementation and strategic actions for the 22 schools in the city.

The SRTS Update Plan will provide each school within the city with an evaluation of existing conditions and corresponding recommendations based on in-depth analysis and feedback gathered from students, parents, school administrators, staff, and other key stakeholders. Recommendations will address engineering, education, evaluation, encouragement, enforcement, equity and health. Prioritization of these recommendations will guide the action plan for each school, with the identification of short, middle, and long-range projects. Accompanying cost estimates will help to guide future fundraising and grant-seeking efforts.

This effort will be organized as a collaborative process involving the City of La Crosse, the School District of La Crosse, the La Crosse County Health Department, the SRTS Steering Committee, PTO, parents, students, and residents of the city. We understand that an inclusive and flexible planning process that allows stakeholders to explore options and issues, identify partnerships, and discuss concurrent projects leads to a plan that is not only embraced and supported by the community, but is actionable and implementable.

PROPOSED MEETINGS / TRIPS

Trip 1:

- » Kick-off meeting with Steering Committee
- » Initial field work site visit

Trip 2:

- » Student workshop
- » Meeting #2 with Steering Committee
- » School site audits and additional field work

Trip 3:

- » Meeting #3 with Steering Committee
- » School Board Presentation

Trip 4:

- » Meeting #4 with Steering Committee
- » La Crosse Area Planning Committee presentation

Trip 5

- » La Crosse Common Council Presentation

Proposed Work Plan

The following tasks represent our proposed planning process to complete the La Crosse Safe Routes to School Plan Update. It is assumed that the project will commence mid-September, 2019, after finalization of contract negotiations. All work will be completed by May 31st, 2020. We view this work plan as a starting point for arriving at a final scope, consistent to meet the City's desired schedule and project outcomes.

Task 1: Project Kick-Off (Sept/Oct 2019)

The objective of this task will be to build the foundation for the system planning process. In this task, HKGi will work with city and school district staff to set a detailed project schedule. HKGi will also work with city staff to gather and review all GIS data and background documents. Initial site information will be compiled that will provide baseline data and background to prepare for the Kick-Off Meeting with the Steering Committee and in-person field work. A summary of the kick-off and field work findings will be created, along with detailed analysis maps. The focus of Task 1 will be to understand the basics of existing physical and spatial conditions, which will set the baseline for future engineering recommendations.

Task 1.1: Project Coordination with Staff

HKGi will coordinate with key city and school district staff to establish meeting and event dates for the duration of the project, as well as finalize the Steering Committee and understand the role that members will play. Communication, data, and GIS contacts and protocols will be shared and established for the project. This coordination effort will ensure that the key project management team is has full agreement about responsibilities and roles throughout the project.

Task 1.2: Gather GIS Data and Background Documents

HKGi will coordinate with the city and other planning agencies to gather and assemble all background documents and necessary GIS data to complete a thorough review and analysis of existing conditions at each of the 22 schools, as well as the school district area as a whole. Parent surveys and hand tallies will be collected with the assumption that the city has administered and processed these surveys. Background data will include existing parks, trails, topography, transportation routes, and current crash data as well as demographic information. Other important documents will include previous safe routes to school plans, land use plans, transportation plans (local and regional), and other relevant planning documents as suggested by city or school staff.

Task 1.3: Review background documents

After relevant background documents and GIS data is compiled, a thorough review will be performed. This review will distill important information that will guide the trajectory of the site analysis (Task 2). A summary of highlights will be created and shared with city staff and the Steering Committee.

Task 1.4: Create Base Maps

With 22 individual school sites, an organized approach to mapping and documenting information is vital to the project's success. Legible, easy to understand, and scalable base maps will be created for each school site, with each containing pertinent information such as landmarks, roadway crossings and signal treatments, adjacent land uses, and known community destinations or barriers (as gathered through the review of the background documents). The base maps will be used for collecting field data and discussion with the Steering Committee.

Task 1.5: Kick-Off meeting with Steering Committee

During this meeting, the Safe Routes to School Steering Committee will be engaged in understanding the project schedule and process, as well as outcomes and roles. Results from the initial background data review will be presented and the Steering Committee will be tasked with providing essential feedback and guidance on initial direction and vision for the plan. A facilitated workshop-style discussion will help the project team to understand barriers, policies, destinations, and the challenges and opportunities that have been presented over the last 10+ years of Safe Routes to School planning in La Crosse. The nuances of community health and equity issues will be discussed, and the group will interact to lay the groundwork for creating useful definitions and measures of success for moving forward with addressing the 5-Es under these lenses. This meeting will occur during Trip 1, in combination with Task 1.6: Field Work.

Task 1.6: Field Work

Gathering of site information will include visiting targeted schools and locations to document exits, entries, adjacent sidewalk and bicycle facilities, documenting travel, bus, and parking patterns, as well as observing as many dismissals and arrivals as possible. Specific field work locations will be informed through the prior Steering Committee Meeting (some members of the Steering Committee may be asked to help with some field work). Our engineering partner, WHKS will assist with field work data collection and observation, as this will be key for understanding future site recommendations. This task will occur during Trip 1, in combination with Task 1.5: Kick-Off Meeting with Steering Committee.

Task 1.7: Travel Time

Travel time from HKGi's office in Minneapolis, as well as travel time from WHKS' Rochester office for Trip #1 is accounted for in this task.

Task 1.8: Summarize Kick-Off findings

HKGi will prepare a summary of all findings and take-aways from the Kick-Off Meeting with the Steering Committee and Field Work. These findings will be presented in an easy-to understand memo (or other agreed upon style of document) to be shared with the Steering Committee and city staff.

Task 2: Site Exploration (Nov/Dec 2019)

With the base analysis and background review completed, HKGi will begin a more thorough exploration of existing and potential encouragement, education, and enforcement programs and policies that will support Safe Routes to School activities and initiatives. The majority of Task 2 will comprise of activities and deliverables performed for Trip 2. A creative and interactive workshop involving students from the district will be coordinated and facilitated by the project team. Follow-up meetings with school representatives, as well as Steering Committee Meeting #2 will occur during this task.

Task 2.1: Student Workshop

The purpose of the student workshop is to engage the project team with the most important stakeholders of this process: students. The workshop will be coordinated with city staff and school administrators or teachers, with the assistance of Steering Committee members, and will focus on gathering more nuanced information and creative ideas from students. An intended side-effect of this workshop will be to garner enthusiasm from students, and engage them in creating tools that can be shared with other students to educate or inform about specific Safe Routes to School issues.

Task 2.2. Individual Site Audits

During Trip 2, the project team will perform individual site audits at each school. Some of the audit information will have previously be collected during the field work completed in Trip 1, however this audit will be performed uniformly, to cover standard information at each school. Knowing that student and parent travel habits are often dependent on weather, the information gathered during this task will augment the previous site observations gathered earlier in the fall. The type of information and the way that this audit is performed will be informed by the analysis and information gathered during Task 1. The site audit will also include gathering information related to existing programming and policies at each school.

Task 2.3 Meetings with School Representatives

The project team will schedule listening session-style meetings with school representatives, such as teachers, school crossing guards, school bus drivers, student aids, and maintenance workers to understand the day-to-day issues and challenges for students biking, walking, and getting to and from school safely.

Task 2.4 Steering Committee Meeting #2

Steering Committee #2 is intended to serve as a check-in on plan development and exploration. Findings and summary of analysis will be prepared and shared, as well as key take-aways from the meetings with school representatives and the individual site audits. A discussion will be facilitated to understand further the existing and potential programs related to education, encouragement, evaluation and enforcement for Safe Routes to School. Potential kick-start projects or temporary demonstration projects will be discussed and explored at this meeting.

Task 2.5 Field Work as Needed

As a follow-up from the Steering Committee Meeting, the project team has allotted essential time in the project plan to allow for additional site visits, observation, or meetings with key community and school leaders or students to ‘ground-truth’ ideas or issues brought up during the Steering Committee Meeting. This time may also be needed to supplement any weather-related inconsistencies from earlier site observations.

Task 2.6: Travel Time

Travel time from HKGi’s office in Minneapolis, as well as travel time from WHKS’ Rochester office for Trip #2 is accounted for in this task.

Task 2.7: Summarize site exploration

HKGi will prepare a summary of all findings and take-aways from Trip #2, including highlights of discussions, individual site audit information and maps, and outcomes of the student workshop. These findings will be presented in an easy-to-understand memo (or other agreed upon style of document) to be shared with the Steering Committee and city staff.

Task 3: Draft Recommendations (Jan/Feb 2020)

This task is focused on the development of draft recommendations that address the 5-E’s under the lens of health and equity for La Crosse Area Schools. These recommendations will be developed using all of the information and feedback gathered during Tasks 1 and 2. Draft recommendations will be action-oriented and specific, tailored to each school site, with overall recommendations intended for the entire district. Task 3 includes Trip #3 for the project team. This task will lay the ground work for future implementation and funding strategies.

Task 3.1: Develop Draft Recommendations

Using the information gathered through community engagement (Steering Committee, student workshop) and site analysis (field work and site audits), the project team will develop preliminary draft recommendations. These recommendations will be checked with our partner engineer, WHKS for technical implications. Recommendations will also be checked against the most current active living and bike/ped standards, including NACTO, AASHTO, and state/regional standards.

Task 3.2: Steering Committee Meeting #3

During the third Steering Committee Meeting, draft recommendations and overall vision or principles will be presented to committee members. A facilitated discussion will engage the committee to provide essential feedback and build off of the draft recommendations. The Steering Committee will also be tasked with sharing the draft recommendations with their representative agencies or organizations to solicit further feedback on the draft recommendations.

STATEMENT OF STUDY

Task 3.3: School Board Presentation

The project team will give a formal presentation to the La Crosse Area School District School Board. This presentation will include a summary of findings to-date and present the draft recommendations. Feedback and discussion will be solicited from the School Board, to inform revisions to the Safe Routes to School plan.

Task 3.4: Travel Time

Travel time from HKGi's office in Minneapolis for Trip #3 is accounted for in this task.

Task 3.5: Summary of Feedback

HKGi will prepare a summary of the draft recommendations and feedback gathered during Trip #3. This will be presented in an easy-to understand memo (or other agreed upon style of document) to be shared with the Steering Committee and city staff.

Task 4: Create Report (Feb/Mar/Apr 2020)

Task 4 is focused on the creation and presentation of a draft report, to include revised and refined recommendations per information gathered during Task 3. This task includes Trip #4 for the project team, to present the draft document to the Steering Committee and the La Crosse Area Planning Committee.

Task 4.1: Refine Recommendations

With feedback in-hand from Task 3, the project team will revise and refine the draft recommendations. This will happen through on-going coordination with city staff, school administrators, and with expertise provided by WHKS. This refinement will include further research into future funding sources and cost estimation. Web or phone-conference meetings will be scheduled as needed during this task.

Task 4.2: Develop Report Document

Alongside the maps and recommendations that will have been created during the development of the draft plan, a well-designed, concise, and easy-to-understand report document will be created to present all of the information in one place. This document will integrate infographics, perspective sketches, and other means of representation to best convey the ideas and strategies developed during the planning process. The format of this document will be coordinated with city staff and school district representatives to ensure that the final result will be legible and implementable.

Task 4.3: Steering Committee Meeting #4

Steering Committee #4 will focus on presenting the draft report document. A facilitated discussion will focus on further refining draft recommendations, as well as setting a framework for an actionable implementation plan by identifying priorities and phases that are appropriate and visionary, as well as future evaluation tools that can be used to measure success.

Task 4.4: La Crosse Area Planning Committee Presentation

The project team will give a formal presentation to the La Crosse Area Planning Committee. This presentation will include a summary of findings to-date and present the draft report document. Feedback and discussion will be solicited from the Committee, to inform final refinement of the Safe Routes to School plan.

Task 4.5: Travel Time

Travel time from HKGi's office in Minneapolis for Trip #4 is accounted for in this task.

Task 4.6: Summary of Feedback

HKGi will prepare a summary of all findings and take-aways from Trip #4, including highlights of discussions, and feedback gathered. These findings will be presented in an easy-to-understand memo (or other agreed upon style of document) to be shared with the Steering Committee and city staff.

Task 5 Finalize Plan (April/May 2020)

Task 5 is focused on finalizing the Safe Routes to School Plan Update, presenting final information to the La Crosse Common Council, and packaging of final report and project deliverables for future use and implementation. This task includes Trip #4 for the project team, to present the final report to the La Crosse Common Council.

Task 5.1: Revise Final Report

Final revisions to the Safe Routes to School Plan will be made during this subtask, taking into account feedback provided by the Steering Committee, city staff, school administrators and the La Crosse Area Planning Commission. Further refinement of implementation strategies, cost estimates, and programs will be addressed during this subtask. Web or conference calls with city staff will be scheduled as needed.

Task 5.2: La Crosse Common Council Presentation

The project team will give a formal presentation of the Final Plan to the La Crosse Common Council. This presentation will include a comprehensive summary of the planning process, feedback gathered, recommendations, and implementation strategies. Following presentation and subsequent discussion, the Council will be requested to adopt or approve the plan. Follow-up actions, revisions, or presentations will be coordinated as needed with city staff.

Task 5.3 Travel Time

Travel time from HKGi's office in Minneapolis for Trip #5 is accounted for in this task.

Task 5.4: Final Deliverables

Any follow-up actions, revisions, or presentations will be coordinated as needed with city staff during this task. Maps, image files, GIS data, and report documents will be packaged and electronically or physically delivered according to city staff preference. Ten paper copies of the final report will be distributed to city staff.

PROJECT EXPERIENCE

Relevant Experience Overview

The following pages provide an example of HKGi's past experience conducting similar planning initiatives to the Safe Routes to School Plan Update for La Crosse. This experience includes:

- » Grant Writing for MnDOT's Safe Routes to School (SRTS) program to implement SRTS improvements;
- » A greenway project that involved engagement and problem-solving to address the concerns of an adjacent high school, a below-grade crossing to create a safer biking and pedestrian environment for a nearby elementary school, and engagement with a nature education center to address their access concerns;
- » A series of trail and bikeway projects in Duluth that include addressing accessibility and safety standards within both urban and non-urban contexts;
- » A bike-ped plan that will help Farmington address neighborhood connections and help them plan and build facilities for a variety of user skill and confidence levels;
- » A campus vision plan in Lanesboro that included engagement efforts with youth and teens;
- » A trail feasibility study commissioned by the local school district and whose objective was, in part, to identify a trail alignment that would give students a safe, off-road trail for getting to and from school;
- » A ped-bike plan for Rosemount that used the SRTS 5 E's as an organizing method for developing a detailed plan for the core area and its three schools;
- » A parks and recreation system plan that included improved connectivity across a dispersed community;
- » A parkway corridor plan that addresses several very challenging intersections between pedestrians, bicycles, and automobiles and also includes a concept for improved connectivity adjacent to an elementary school.

As has been noted earlier in this proposal, connectivity and mobility is a key theme in much of HKGi's planning and design work. This broader project experience allows us to bring methods, perspectives, and best practices from our full range of work.

Safe Routes to School Staff Experience

In addition to HKGi's portfolio, Jody Rader, who will serve as the project manager for the HKGi team, has previous experience, while with another employer, leading SRTS planning projects in various communities in Minnesota, Oak Creek, Wisconsin, and led the planning process for Fitchburg's Bike-Ped Plan. At HKGi she has continued to lead projects related bicycle and pedestrian planning, including recently completing the Bike-Ped Plan for Farmington and her current work on the Bike-Ped Plan for Washington County, Minnesota.

Jody provided technical and community engagement services for the following MnDOT SRTS planning projects. Click on the project name to view the plan online.

St. Paul

- » [Bruce Vento](#)
- » [Chelsea Heights](#)
- » [Farnsworth Aerospace](#)

Fridley

- » [R.L. Stevenson](#)



Engagement efforts for the Great River Regional Trail Master Plan

Grant Writing Services



Since 2009 HKGi has assisted cities and counties in securing more than \$21 million in funding from a multitude of funding sources. Projects funded have ranged from downtown master planning, to community/school gardens, to identifying how to develop an arts campus in a community. The funding has supported active living initiatives, park and trail development, bridge construction, lighting, wayfinding and interpretation signage, and amenities such as benches and bike racks.

With dozens of governmental units involved, a key component of HKGI's success lies in evaluating potential projects and assisting communities in better positioning themselves to seek grant sources. This has occurred at many scales, including the preparation of project site plans, project master plans, and the preparation of system-wide park and trail plans and comprehensive plans.

Successful Grants 2009 - 2018

Grant Program	Number	Amount
Regional Solicitation	12	\$10.8 million
MnDNR	10	\$1.8 million
MnDOT Safe Routes to Schools	7	\$1.0 million
MnDOT Scenic Byways	2	\$800,000
Federal Lands Access Program	1	\$600,000
Mn Historical Society Historical and Cultural Heritage Grant	1	\$106,800

HKGi works with communities to match projects with the appropriate grant opportunities, and prepares grant applications that successfully convey why the project should receive grant funding. Successful grants have secured funding for community gardens, trails, Safe Routes to Schools, and downtown master planning.

Reference

Lil Leatham, Planner
Dakota County
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Gretchen Etzler, SHIP Coordinator
Anoka County
763-422-7234
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PROJECT EXPERIENCE

River to River Greenway Design and Master Planning

Dakota County, Minnesota



Design for the trailhead included wayfinding signage (above). Providing safe crossing for students from Sibley High School (top left) and parking strategies for Dodge Nature Center (bottom left) were also part of the design considerations.

Travelling through a densely developed suburban corridor in Mendota Heights, West St. Paul, and South St. Paul, the River to River Greenway (formerly known as the North Urban Regional Trail) is a multi-use trail that connects the Minnesota and Mississippi Rivers. When completed the River to River Greenway will be one of the first complete greenway trails in the Dakota County Greenway System and will be a big step towards accomplishing the County's vision for the system.

HKGi played a key role in the preliminary planning and final construction design of a one-mile trail segment to complete the trail. HKGi's work focused on the design of the landscape, trail amenities, and trailheads in coordination with the project engineer's work on trail design and stormwater planning. HKGi's ability to engage key stakeholders at Sibley High School and the Dodge Nature Center to address their concerns about trail alignments adjacent to their property was essential to gaining community support and allowing the project to be completed. This work resulted in the creation of an outdoor amphitheater and learning lab for use by the school within the greenway project area as well as a below-grade crossing to allow schoolchildren at an adjacent elementary school to have safer access to the nature center.



mn
DEPARTMENT OF
TRANSPORTATION

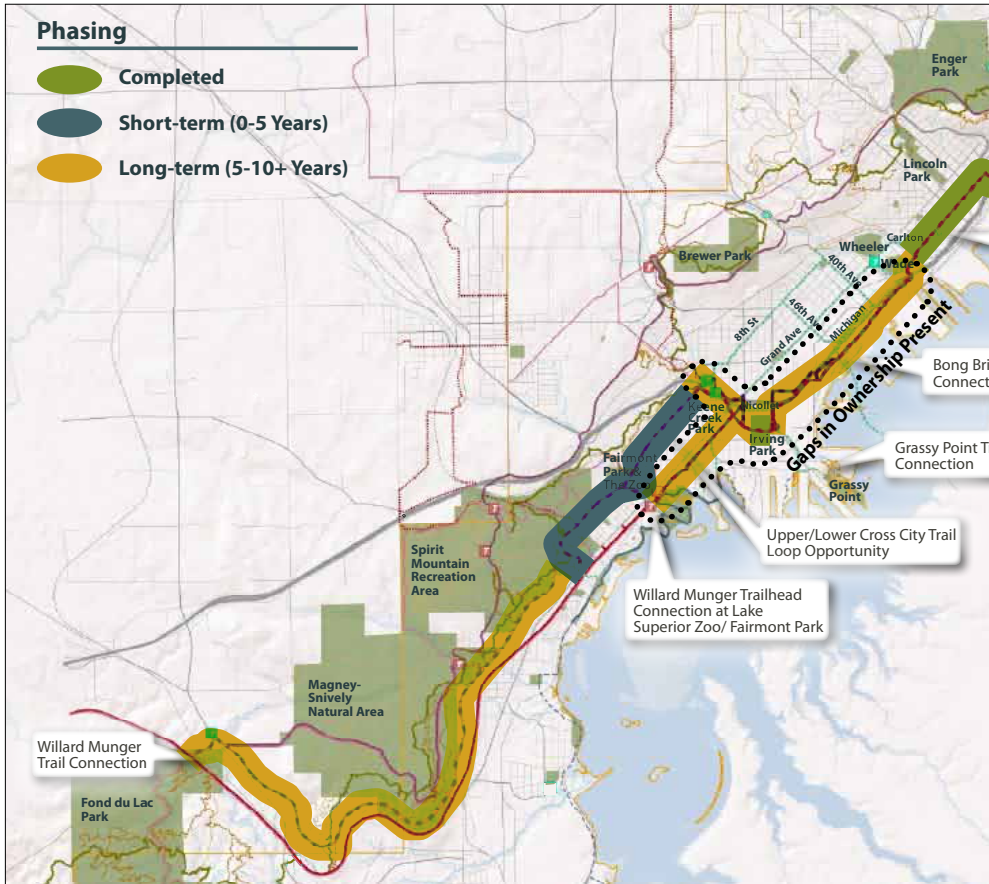
2015 Stewardship Award in
Transportation and the Natural
Environment
MnDOT

Reference

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952-891-7106
Chris.Hartzell@co.dakota.mn.us

Trail and Bikeway Planning

Duluth, Minnesota



HKGi has provided leadership and planning expertise for several park, trail, recreation, and open space planning projects in Duluth over the past decade, beginning with the award-winning Park and Recreation Master Plan through a variety of ambitious planning projects for the St. Louis River Corridor and its surrounding neighborhoods.

Some highlights of HKGi's work in Duluth include the Cross City Trail Master Plan, which will establish a multi-purpose, non-motorized trail connecting the Lakewalk in downtown Duluth to Becks Road and the Willard Munger Trail in west Duluth. HKGi's work on the trail master plan included building consensus among the community and enabling trail planning and design to progress.

The Western Trails and Bikeway Master Plan Update addresses the wide variety of trails in west Duluth and the St. Louis River Corridor. Planning addressed the needs and standards required to accommodate hikers, cyclists, mountain bikers, equestrians, cross-country skiers, snowmobilers, ATV drivers, and off-leash dog walkers. In addition, planning is intended to ensure ADA accessibility to not only in trail access and design but also in wayfinding and other trail amenities.

HKGi also conducted wayfinding planning for the City's park and trail system. HKGi's role on the project was to identify wayfinding needs and locations for wayfinding signage and to work with the signage designer to design a signage system that would address a variety of wayfinding needs within the system.

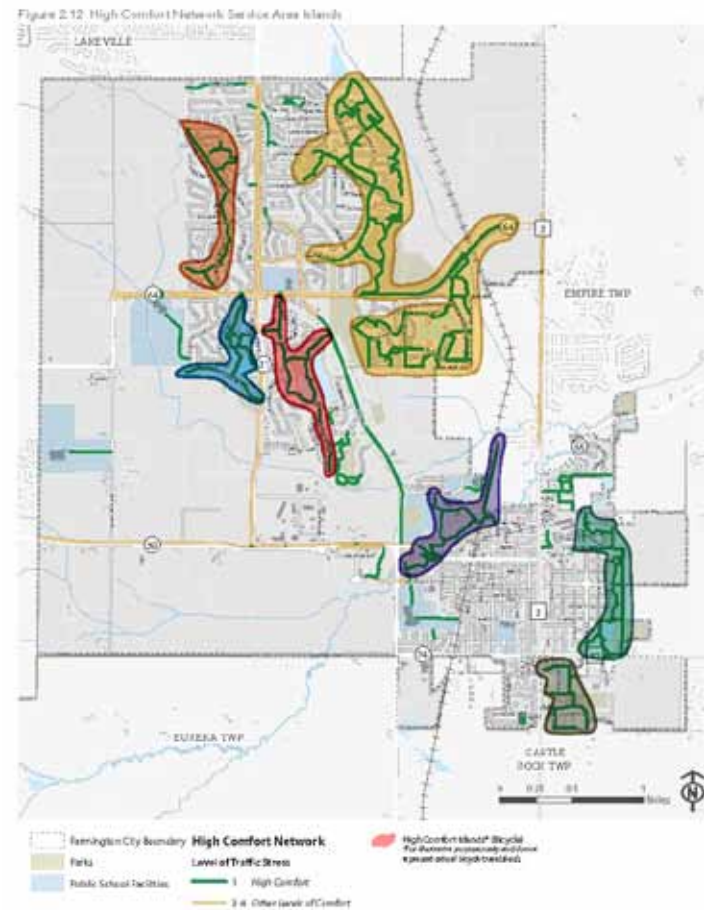
The phasing plan for the Cross City Trail Master Plan (left) and examples of wayfinding signage designed for Duluth's gateways, trailheads, and parks and recreation system.

Reference

Lisa Luokkala, Senior Park Planner
City of Duluth
218-730-4300
lluokkala@duluthmn.gov

Bike-Ped Plan

Farmington, Minnesota



HKGI led the bike-ped planning process for Farmington, a suburban community at the southeastern edge of the Twin Cities metro. HKGI’s planners have conducted initial engagement and initial analysis and inventory of existing conditions. Engagement activities have helped identify travel behavior and characteristics of commuters and potential users of a bike-ped network within the community. This engagement also helped identify the varying levels of comfort Farmington residents have with bicycling and walking in the community as well as which locations residents identify as dangerous, uncomfortable, or safe places to bike and walk.

Additional analysis has included a review and analysis of plans that may influence this planning process. This analysis has also included an analysis of the level of traffic stress in different parts of the community, with an emphasis on identifying high comfort areas. Having identified several high comfort service area islands will help the planning team more readily identify ways to connect those areas and begin to develop a well-connected network.



Reference

Randy Distad, Parks and Recreation
Director
City of Farmington
651-280-6851
rdistad@ci.farmington.mn.us

Lanesboro Arts Campus Vision Plan

Lanesboro, Minnesota



Concepts identified in the vision plan included wayfinding signs inspired by history, art, and poetry. Engagement included working with students from local schools.



Renderings were used to illustrate placemaking concepts discussed during the visioning process and inspired stakeholder feedback and support for the results of the vision contained in the plan.

Hoisington Koegler Group and Forecast Public Arts were retained by the Lanesboro Arts Center to develop a vision plan and site plans to make Lanesboro, Minnesota an "Arts Campus." The work was funded by an ArtPlace America grant and demonstrates how small towns can utilize art to foster economic development and improve quality of life. Lanesboro is a quaint town of 800 people located in the scenic Root River valley in southeastern Minnesota.

The intent of the Lanesboro Arts Campus is to integrate art into the fabric of the community and use creative place-making to attract visitors, residents and investment. HKGi and Forecast Public Arts worked with stakeholders, artists, businesses, schools and city leaders to develop an overall arts vision for Lanesboro and detailed concept plans for art focus areas – a poetry parking lot, a riverfront park and sculpture garden, and artful wayfinding along the Root River and within the downtown.

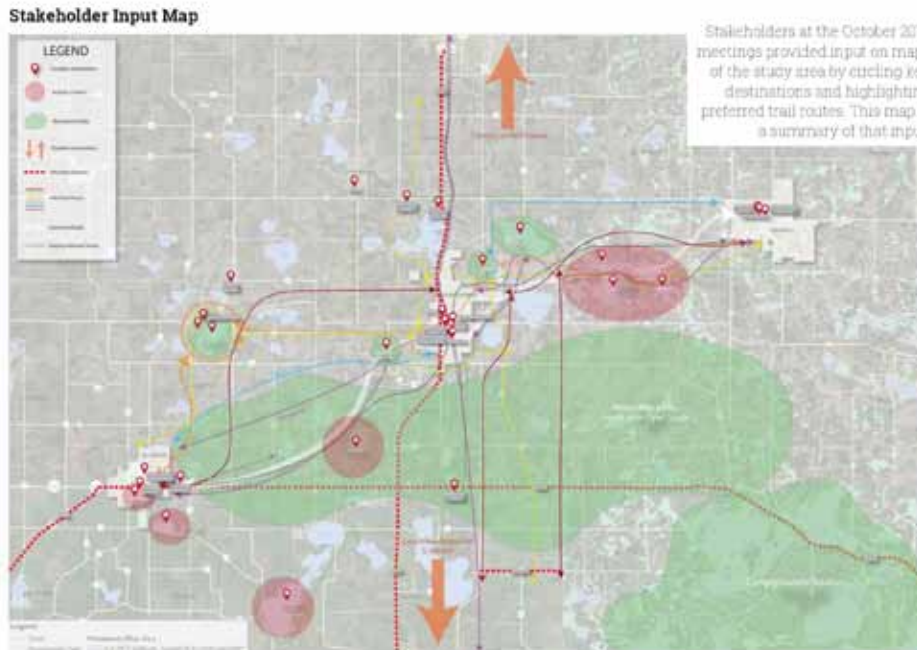


2015 Innovation in Planning Award, APA, Minnesota Chapter

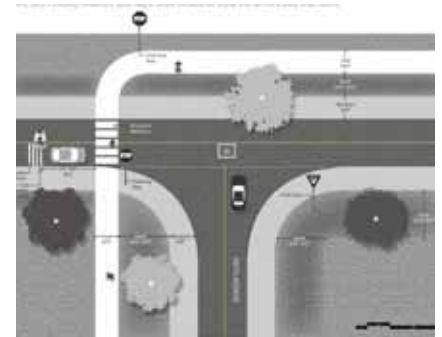
PROJECT EXPERIENCE

Czech Heritage Trail Feasibility Study

Tri-City United School District, Minnesota



Community Input Map



Rural Road Crossing illustration to communicate Best Practices for safety (above).

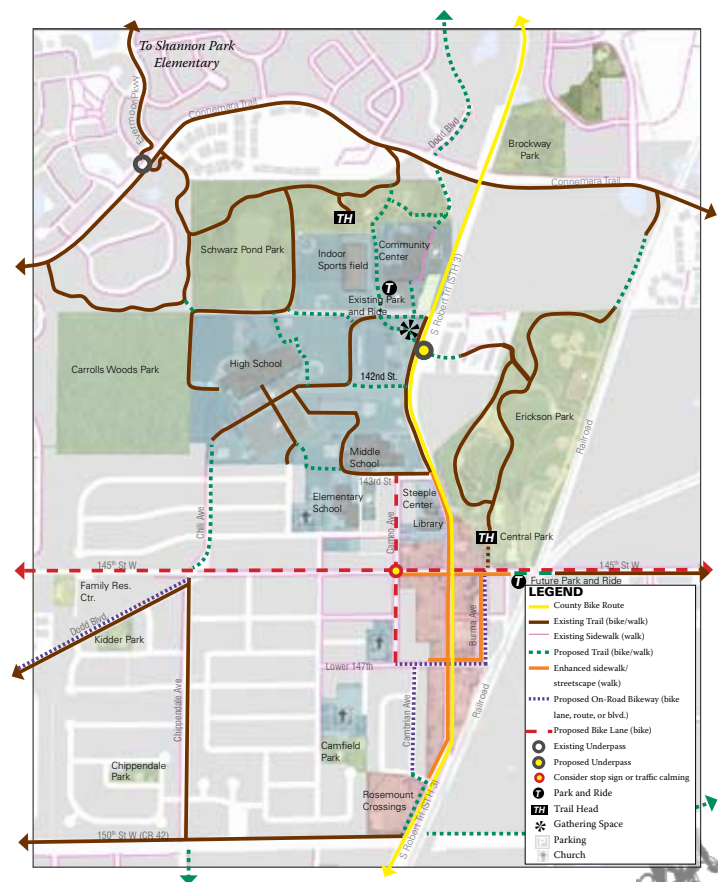


Cross section for road-side trail design

HKGi was retained by the Tri-City United School District to conduct a feasibility study for a trail that would connect three south central Minnesota communities, Le Center, Montgomery, and Lonsdale, and would provide a safe trail connection for all residents, including schoolchildren commuting to Montgomery. The project included collecting input from community members on their concerns and their ideas for potential trail alignments. HKGi also conducted an analysis of topography, property ownership and right-of-way in order to identify feasible potential trail alignments and assess the potential costs and hurdles to full build-out of the trail. HKGi provided information about trail geometry, crossings, and other safety features that would need to be addressed during the design phase of the trail planning, and also assembled cost estimates and a list of potential funding sources for implementation of the trail project.

Pedestrian & Bicycle Master Plan

Rosemount, Minnesota



SCHOOLS & PARKS

Create trail and bikeway connections to the school and park campus

- Build trail on east side of Chili Ave from 145th St. West to High School
- Create pedestrian-bike plaza in front of High School and divert traffic to the parking lot drives (pg 32-33)
- Connect existing trails in Schwarz Pond Park and school campus
- Improve pedestrian - bike access to the Community Center (pg 32-33)

DOWNTOWN

Create bicycle network connections Downtown

- Install bike lanes on 145th Street from Diamond Path to CR 42 and Cameo Avenue from 143rd Street to Lower 147th Street
- Create bike routes with signage and pavement markings on Lower 147th Street, Cambrian Avenue and Burma Avenue

GATHER AROUND IT

Create trail heads and rest areas

- Create trail heads with bike parking and benches at Central Park and Schwarz Pond Park
- Install benches at parks on walk-bike routes at parks, natural areas and other places of interest

Improve bike parking

- Install bike racks at all community parks and public buildings
- Promote cost-share Bikes Belong program to encourage existing businesses to install bike racks

UNDERSTAND IT

Find the system

- Install way-finding signage in a pilot area along 145th Street
- Expand way-finding signage throughout Downtown and the school campus

ENFORCEMENT

Enforcement

- Continue to enforce existing speed limit and traffic laws for vehicles, pedestrians and bicyclists

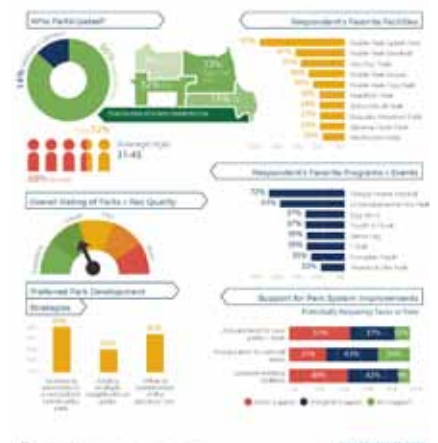


HKGi worked with the City of Rosemount, a growing community in the southern Twin Cities metropolitan area to develop a pedestrian and bicycle master plan to support the City's Active Living Vision. The plan is a guide to transforming Rosemount into a community where walking and biking is a preferred travel choice by making it more convenient, safer and more fun than driving.

As part of the City-wide plan, a detailed plan was developed for the City's core area, which includes the high school, middle school, and elementary school and the downtown area. Safe connections between residential and the schools, community center, library, and city parks are addressed.

To assist the city with implementation, priority projects were identified and organized around the Five E's of the Safe Routes to School Program: Engineering, Education, Encouragement, Enforcement and Evaluation. As a result of plan recommendations, in the past year the City has added bicycle racks in parks, installed wayfinding signage city-wide, added bike lanes, and won honorable mention from the League of American Bicyclists as a 'Bicycle Friendly Community'.

Otsego, Minnesota



HKGi conducted a trail gap analysis to better connect Otsego's scattered neighborhoods.



HKGI recently led community members in Otsego, a growing city on the northwestern edge of the Minneapolis suburbs, through a planning process for their parks and recreation system. Development in Otsego is concentrated mostly in the northeastern corner of the city, with several unconnected neighborhoods scattered in the southeastern, southwestern, and northwestern corners with agricultural land and wetlands mostly in between. Students in Otsego are also served by three different school districts. Therefore, connectivity and access were significant issues for this planning process, especially since Otsego enjoys a particularly robust level of participation in youth athletics programs. Helping kids safely get to parks and recreational facilities was a priority for the community.

HKGi addressed the issue through a combination of identifying new trail and greenway connections and by identifying locations for new parks that would spread facilities more evenly throughout the community.

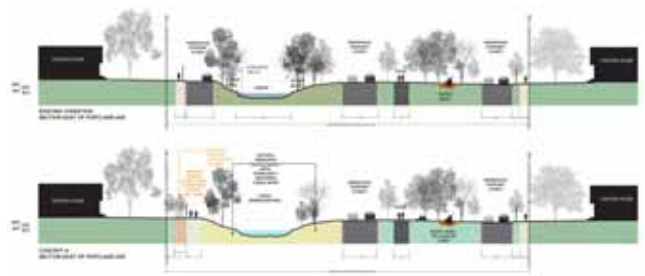
Because this planning process was an update to a plan that was more than 20 years old, HKGi also provided the community with educational resources that outlined current park and recreation trends and focused on specific issues and topics, such as wayfinding, river recreation and restoration, invasive species management, and nature play design, that would impact future planning and development efforts.

Reference

Ross Demant, Parks and Recreation
Director
City of Otsego
763-235-3148
rdemant@ci.otsego.mn.us

Minnehaha Parkway Regional Trail Master Plan

Minneapolis, Minnesota



The Parkway includes many challenging intersections, perhaps none as challenging as the crossing at Lynnhurst Park/50th Street, and Burroughs Elementary. HKGI has worked with the neighborhood, the MPRB, and the school to address a host of access and safety concerns (left).

HKGI is currently leading the master planning process for a regional trail corridor that cuts through the heart of south Minneapolis and links the Chain of Lakes Regional Park at its western end with Minnehaha Regional Park at its eastern end. The corridor follows the path of Minnehaha Creek and is a major east-west transitway for cyclists and hikers, but it is also a significant connection for automobiles, which use the Minnehaha Parkway to connect to major north-south streets.

Bicycle and pedestrian planning is one of the key components of this project. The corridor hosts thousands of users every day and the high volume of traffic has required careful consideration of potential enhancements and improvements to address safety concerns and connectivity throughout the corridor. Some of the more challenging or notable topics that have been the subject of design consideration and problem-solving have included wayfinding to help navigate potentially confusing segments of the trail; clear separation of user groups (bikes, pedestrians, cars); more efficient crossings at the many high volume intersections that dot the corridor; reducing potential points of conflict between bikes, cars, and pedestrians; and traffic calming or reduction strategies.

Reference

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03. TIME SCHEDULE

Project Schedule

Our team will be able to initiate the study immediately upon finalization of a contract for the work to be performed. The project schedule below assumes that project negotiations and finalization will occur during the first week of September, 2019, with the Kick-Off Meeting with the Steering Committee scheduled for October 15, 2019. All project activities and billing will occur by May 31st, 2020, as the latest possible date indicated in the RFP.

Our team will be available for selection interviews, which are anticipated to be scheduled August 15th, 2019.

2019 -2020		Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
PHASE	TASK 1: Project Kick-Off	+	Trip #1 ● ▲							
	TASK 2: Site Exploration				Trip #2 ✕ ▲ + ●					
	TASK 3: Draft Recommendations					+	Trip #3 ● ●			
	TASK 4: Create Report							Trip #4 ● ●		
	TASK 5: Finalize Plan								+	Trip #5 ●

- ✕ City or School Staff Meeting
- Steering Committee Meeting
- ▲ Site Audit/Field Work
- ✕ Student Workshop
- Commission/Council/Board Presentation



04. COST OF STUDY

Fee Proposal

The table below outlines the fees and anticipated expenses to conduct the work plan documented earlier in this proposal. If selected to lead this project, one of HKGi's first tasks will be to work with the City and the School District of La Crosse to confirm or revise the work plan to ensure that it meets the needs of the community and the budgetary expectations for this project. Revisions to the work plan may result in revisions to the fee proposal and anticipated expenses.

Task	Harjes \$185/hr.	Grinde \$115/hr.	Rader \$90/hr.	Thornsen \$85/hr.	Hackett \$60/hr.	Angerman \$150/hr.	Total Fees
Task 1 - Project Kick Off (Sept/Oct)	\$185	\$4,140	\$4,320	\$4,420	\$960	\$1,800	\$15,825
Task 2 - Site Analysis (Nov/Dec)	\$185	\$5,865	\$4,950	\$4,845	\$960	\$1,200	\$18,605
Task 3 - Draft Recommendations (Jan/Feb)	\$185	\$3,795	\$3,510	\$2,550	\$480	\$900	\$11,120
Task 4 - Create Report (Feb-Mar)	\$185	\$5,865	\$6,210	\$4,930	\$2,640	\$1,500	\$21,030
Task 5 - Finalize Report (Apr-May)	\$370	\$920	\$2,610	\$1,190	\$720	\$300	\$6,110
Fee Subtotal	\$1,110	\$20,585	\$21,600	\$17,935	\$5,760	\$5,700	\$72,690
Anticipated Expenses - Mileage							\$1,000
Anticipated Expenses - Other Travel							\$1,500
Anticipated Expenses - Plotting							\$500
NTE Total Fees and Expenses							\$75,690



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