



AGENDA OF THE PARKS COMMITTEE

WEDNESDAY, JULY 30, 2025, 5:00 PM

In person at City Hall, Room 207.

Virtual attendance is also available via Zoom.

AMENDED

A. Zoom Meeting Information.

I. Join Zoom Meeting Online:

<https://us02web.zoom.us/j/84314784824?pwd=THBkdMRowTlk4MG5DV3hnbC9xVDhXdz09>

Or call in by phone: +1 312 626 6799

Meeting ID: 843 1478 4824

Passcode: 278667

If you wish to speak at this public meeting or leave a comment, please fill out the online [Comment Form](#) prior to the meeting. More detailed [Zoom Instructions](#) can be found online.

B. Roll Call.

I. Members: Melinda Eck, Joey Prestley, Ben Delie, Jim Ridderbush

C. Approval of the Agenda.

I. Approval of the agenda for the Wednesday, July 30, 2025, meeting of the Parks Committee.

D. Approval of Minutes.

I. Approval of the minutes from the July 9, 2025 meeting.

E. Regular Business.

- I. Consideration with possible action on the request by Ald. Galvin for the City to obtain an RRFB for the cross walk at Monroe Avenue and St. James Park.**
- 2. Consideration with possible action on the approval of hiring WDM Architects to complete a Strategic Business Plan and Masterplan for the Wildlife Sanctuary for a total cost of**

\$310,000.

3. Consideration with possible action on the approval of a Change Order for \$70,680 to ISG's contract for the engineering associated with the Leicht Park redevelopment.
4. Consideration with possible action on hiring Somerville to design and create construction bid documents for the JBS Barn for a total cost of \$122,700.

F. Informational.

1. Director's Report on updates and recent activities of the Parks, Recreation & Forestry Department.
2. Next Meeting: August 13, 2025.

G. Adjournment.

1. Adjournment of the Wednesday, July 30, 2025, meeting of the Parks Committee.

- 1) THIS MEETING IS RECORDED: THE VIDEO OF THIS MEETING AND MINUTES ARE AVAILABLE ONLINE AT www.greenbaywi.gov
- 2) ACCESSIBILITY: Any person wishing to attend who requires special accommodation because of a disability, should contact the City Safety Manager at 920-448-3125 at least 48 hours before the scheduled meeting time so that arrangements can be made.
- 3) QUORUM: Please take notice that a majority or quorum of the Common Council will attend this Parks Committee meeting and will constitute a meeting of the Common Council for purposes of discussion and information gathering relative to this agenda.
- 4) REPRESENTATION: The party requesting the communication, or their representative, should be present at this meeting.



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

July 30, 2025

PREPARED BY

James Andersen, Recreation Supervisor,
Dan Ditscheit, Parks Director

AGENDA ITEM # D.I

Approval of the minutes from the July 9, 2025 meeting.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

July 30, 2025

PREPARED BY

Dan Ditscheit, Parks Director

AGENDA ITEM # E.I

Consideration with possible action on the request by Ald. Galvin for the City to obtain an RRFB for the cross walk at Monroe Avenue and St. James Park.

BACKGROUND

Ald. Galvin will provide background.

RECOMMENDATION

FISCAL IMPACT

Unknown at this time.

ATTACHMENTS

1. 2025-06-25 Dist 4 to Parks
2. S Monroe Pedestrian Crossing Lawe Street

Online Form Submittal: Alders' Petitions and Communications

From noreply@civicplus.com <noreply@civicplus.com>

Date Tue 6/24/2025 6:09 PM

To Celestine Jeffreys <Celestine.Jeffreys@greenbaywi.gov>; Eric Genrich <Eric.Genrich@greenbaywi.gov>; Joseph Faulds <Joseph.Faulds@greenbaywi.gov>; Lindsey Belongea <Lindsey.Belongea@greenbaywi.gov>; Bill Galvin <Bill.Galvin@greenbaywi.gov>; Jim Ridderbush <Jim.Ridderbush@greenbaywi.gov>

Alders' Petitions and Communications

Name	Bill Galvin
Committee Name	Improvement and Services Committee redirected to PRF, per Ald. Galvin 7/3/25
Text of Communication	I would like the city to obtain an RRFB for the cross walk at Monroe ave and ST. James Park

Email not displaying correctly? [View it in your browser.](#)

Rectangular Rapid-Flashing Beacon (RRFB) Warrants with WisDOT

While there isn't a specific RRFB warrant within the Manual on Uniform Traffic Control Devices (MUTCD), the Wisconsin Department of Transportation (WisDOT) outlines criteria and considerations for installing RRFBs, which are pedestrian-activated warning devices designed to improve pedestrian conspicuity at uncontrolled crossings.

Here's a summary of the factors considered by WisDOT for RRFB installation:

- **Location:** The crossing must be an uncontrolled pedestrian crossing, not controlled by STOP or YIELD signs or traffic signals.
- **Pedestrian Volume:** The crossing should have an established school route, accommodate a minimum pedestrian volume of 100 pedestrians/day, or have a history of pedestrian crashes within the last three years.
- **Roadway Type:** While applicable to various crossings, RRFBs are particularly effective at multilane crossings with speed limits less than 40 miles per hour.
- **Observed Issues:** Instances of vehicles failing to yield to pedestrians in the crosswalk, high pedestrian delay due to traffic gaps, or crash history and observed conflicts between vehicles and non-motorists are all indicators that an RRFB might be warranted.
- **Supporting Infrastructure:** The RRFB should be used in combination with a marked crosswalk, wheelchair ramps, advance warning signs or pavement markings, and overhead lighting.
- **Approval:** Although there's no MUTCD warrant, approval from the Federal Highway Administration (FHWA) is generally required if not already granted to the state or local agency.
- **Effectiveness:** Agencies should consider that RRFBs may be less effective on wider multi-lane or higher-speed roadways.
- **Public Outreach:** Public involvement and outreach may be needed to educate the public on RRFB operations.

In essence, WisDOT considers a combination of factors related to pedestrian volume, safety concerns, and roadway characteristics when determining if an RRFB is a suitable intervention to improve safety at an uncontrolled crossing. It's crucial to refer to the official WisDOT manuals and policies for the most up-to-date and specific guidelines for RRFB installation in Wisconsin.



Recommendation:

DPW Traffic has not had any complaints or concerns regarding this segment of S. Monroe. WisDOT crash data indicates no vehicle crashes of any kind on S. Monroe Avenue at Spring, Lawe or Congress streets from January 2020 to present. Prior to the city recommending the installation of an RRFB the following should occur.

- Install Continental Crosswalk Marking
- Install Pedestrian crossing signs
- Continue to use back-to-back “IN STREET PEDESTRIAN SIGN” in center roadway at crossing times associated with City Band Concert series.



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

July 30, 2025

PREPARED BY

Emma Baierl, Dan Ditscheit, Parks Director

AGENDA ITEM # E.2

Consideration with possible action on the approval of hiring WDM Architects to complete a Strategic Business Plan and Masterplan for the Wildlife Sanctuary for a total cost of \$310,000.

BACKGROUND

The last masterplan for the Wildlife Sanctuary was completed in 1980 and is very out of date. The Parks Department is proposing to hire WDM Architects to complete a Strategic Plan and Masterplan to help guide the future growth of the park. The purpose of the Strategic Plan is to provide recommendations on how to make the Wildlife Sanctuary more financially independent.

The scope of work for the Strategic Plan includes;

Develop a draft strategic plan with short- (three-year), mid- (five-year), and long-term (ten-year) actions to achieve the overall goals and objectives for market advancement, physical improvement, and growth. The plan shall include definitive strategies, sequence of actions, timeframes, and budget models. The strategic plan should include but is not limited to the following:

- Refine Wildlife Sanctuary Goals and Objectives recommendations.
- Delineate strategies to achieve the Wildlife Sanctuary goals with a recommended action plan.
- Propose organizational and financial profiles of the Wildlife Sanctuary.
- Recommend best practices to optimize income and increase the facility's annual revenue.
- Develop a fund-raising strategy and pricing structure recommendation.

The scope of the Master Plan includes;

The selected consultant will prepare a final masterplan based on staff, stakeholder, and consultant recommendations. The conceptual master plan designs should include but are not limited to the following:

- Develop master plans including recommendations for the creation of new animal care, exhibits, and related developments ensuring they meet AZA and USDA standards within naturalistic environments that offer innovative, interactive, and fun educational, horticultural, recreational, and conservation activities.
- Proposed improvements and location and orientation of buildings, structures, habitat restoration, signage, site access, and circulation.
- Design style and aesthetics including the visual character of buildings and exhibits, building sizes, and general building materials.
- Determine if storm water management is required and if so, develop a storm water management concept which may include one BMP or multiple BMPs if necessary.
- ADA accessibility must be evaluated and recommendations on ADA improvements should be considered as part of the planning.
- Identify utility system expansion as necessary.
- Prepare estimated costs for construction in phases with benchmarks that align with the 10-year strategic plan.

RECOMMENDATION

To approve.

FISCAL IMPACT

The Parks Department is proposing to use \$310,000 in donated funds to pay for this Strategic Business Plan and Masterplan.

ATTACHMENTS

- I. WDMs_BayBeach-MP_Proposal (I)



WDM ARCHITECTS' PROPOSAL FOR PLANNING AND DESIGN SERVICES FOR

Bay Beach Wildlife Sanctuary: Strategic and Master Planning

25 JUNE 2025



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“The Phoenix Zoo has recently completed a 15-year Master Plan with the help of WDM. This capital project roadmap will help us be well-positioned to approach donors for private funding. We are always seeking to improve animal health and welfare as well as provide a better experience for our visitors.”

— Bert Castro, President/CEO, Phoenix Zoo

WDM Architects P.A.
wdmarchitects.com
316.262.4700



WDM Architects, P.A.
105 North Washington
Wichita, KS 67202

wdmarchitects.com

316.262.4700

June 24, 2025

Kaurie Mihm, PLA
Park Planner
Green Bay Parks Department
100 North Jefferson Street, Room 510
Green Bay, WI 54301

RE: Proposal for Planning and Design Services for Bay Beach Wildlife Sanctuary Strategic & Master Planning

Ms. Mihm and members of the Selection Committee:

Bay Beach is uniquely positioned in the Green Bay community to provide environmental education and recreation opportunities which connect people with nature. A new 10-year integrated plan that brings together Campus master planning with your Strategic vision and financial plan can play a pivotal role in your success!

Rehabilitation: Our team is experienced in animal health care facilities of different types. We have designed or currently working on eight zoological animal hospitals, multiple quarantine facilities, and a few small animal clinics associated with animal shelters. We understand the importance and needs of these programs doing important work behind the scenes.

Education: We have worked with many of our partners on enhancing learning experiences throughout their facilities. These include everything from classroom buildings, to educational animal holding areas, amphitheaters, and educational signage. We have seen that approaching education from a variety of perspectives can help to impact the widest cross-section of your community.

Recreation: An appreciation and care for wildlife often starts by getting outdoors and connecting with the wonder of nature. We have worked to create recreational opportunities that are intertwined with the natural world to help foster that connection and to be accommodating to all people, regardless of age, background or ability.

Conservation: The thread that ties all these together is conservation. Helping to ensure that we maintain (and rebuild) ecosystems where all varieties of marvelous flora and fauna can thrive together for the enjoyment and betterment of all is our top priority.

WDM Architects has a wide range of master planning and project experience: zoos, botanical gardens, city parks, and nature centers. Our team is balanced by the great depth Canopy brings in strategic and business planning for the same types of organizations. Finally, our local partner Mach-IV, understands all the conditions for storm water, erosion and the permitting requirements that come along with those.

We have carefully considered your RFP and believe that our team is uniquely suited and experienced to tackle the programmatic and creative challenges of your vision.

Sincerely,

Scott Ramser, AIA
Principal



SECTION 1

Fee Proposal

Provide a lump sum not to exceed cost for phases 1-3.



Not-to-Exceed Total Cost

For the design services indicated, we propose to complete the work for a **lump sum of \$310,000**. This includes being on-site for 7 in-person meetings. Other scheduled meetings will be virtual.

Reimbursable expenses for printing, mileage, travel expenses, are included in the fee shown above.

Additional Scope if desired:

Additional On-site meetings
per meeting, per person. \$3,500

Topographic Survey \$6,500
Topographic site survey of improved areas of the site that will include mapping of elevations, existing buildings, visible utilities, pavements, lagoon shorelines and other constructed improvements. Survey will be combined with available LIDAR data for the undeveloped areas of the property and provided in a base map in .dwg and .pdf format.

Utility Survey \$3,100
Collection and mapping of underground utility information including pipe sizes and inverts for existing storm and sanitary sewers. Collection and mapping of utilities located by Diggers Hotline. Information will be added to base map.

Private Utility Locate \$3,400
We will subcontract a private utility locator to identify and mark underground utilities not marked by Diggers Hotline. Information will be collected and added to the base map.

Additional services required or requested shall be billed at our hourly rates. Significant changes or revisions made to the original scope may require renegotiation of fees. We reserve the right to revise this proposal if notice of award is not given within 60 days from the date submitted.

Additional Services not included:

- Laser scanning, 3D modeling, or drafting of existing conditions (These services are available, additional fees apply).
- Environmental or soil testing.
- Production or printing of design documents.
- Energy compliance forms or calculations.
- Completion of permit application forms.
- Grant writing or applications.

If you have any questions regarding this proposal, please do not hesitate to ask. We appreciate the opportunity to provide you with this proposal.



SECTION 2

Firm's Background & Experience

Background and experience of your firm along with examples of at least three similar projects you have completed or that are in progress.



ZOOLOGICAL ARCHITECTS WDM Architects P.A.

At WDM Architects, zoo design is not just part of what we do — it's core to who we are. For over 30 years, we've partnered with zoos across the country to create immersive, mission-driven environments that support animal welfare, engage guests, and promote global conservation.

Experience: Our portfolio includes complex habitats for arboreal, terrestrial, and aquatic species, each designed to encourage natural behaviors, prioritize verticality, and offer meaningful enrichment opportunities.

Collaboration: We value the expertise of your animal care teams. Our process is rooted in listening — to keepers, curators, facilities staff, and leadership — ensuring that the final design enhances your mission, not ours.

Technical Proficiency: We understand the operational demands of zoological environments. From durable materials and staff safety to precise animal comfort systems, our construction documents are clear, buildable, and tailored to your specific needs.

Commitment: We recognize the significance of your project and are prepared to dedicate the resources required to meet your goals. Our team is responsive, reliable, and energized by the opportunity to contribute.

As commercial members of the Association of Zoos and Aquariums (AZA), we are passionate advocates for the role zoos play in advancing conservation, education, and animal care. We also believe that inclusive, equitable teams create better design outcomes — WDM is an equal opportunity employer committed to diversity, equity, and inclusion in both our studio and the communities we serve.

Conservation Focus.
Crowd Pleasing Results.



Firm Location

105 N. Washington
Wichita, Kansas 67202
316.262.4700

Zoo Design Stats

- 30+ years
- 55+ Zoos
- 200+ projects
- 31+ Master Plans

Zoo Design Studio

- Master Planning
- Exhibit Design
- Architecture



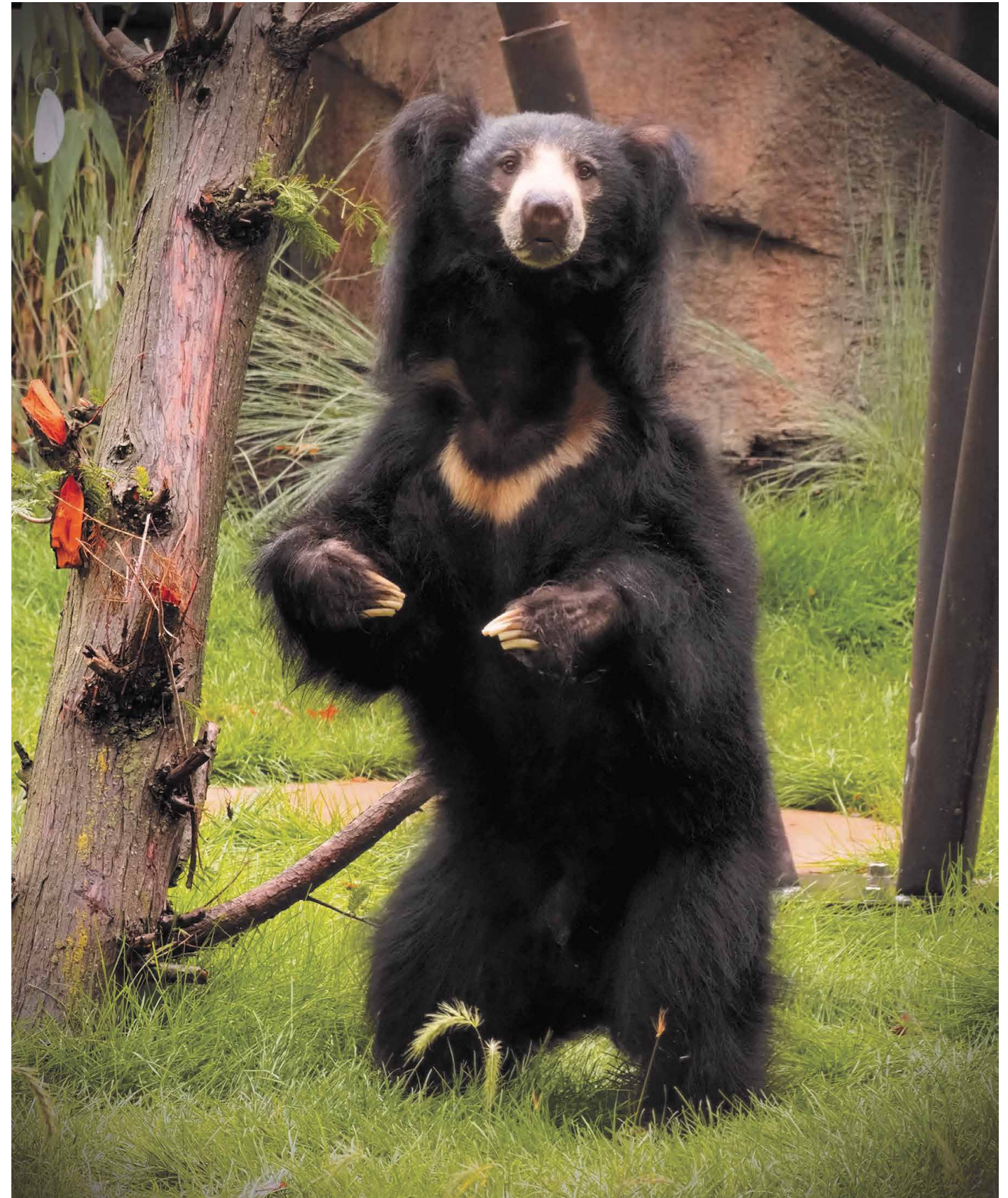
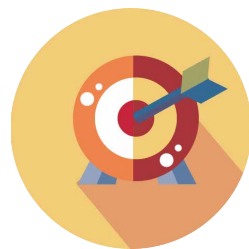
Relevant Experience in Similar Projects

- **Animal Well-being**
- **Focus on native species and inspiring local conservation**
- **Environmental Responsibility**
- **Mission-sustaining Financial growth**
- **Improving experience for guests of all abilities**

The following pages highlight our extensive experience in zoo master planning, creating successful and sustainable environments for both animals and visitors alike. **In addition to describing master planning, we provide details of several subsequent projects initiated by those Master Plans.** Our portfolio showcases collaborations with a wide range of institutions of varying size and complexity. We believe the selected projects relate to the goals and aspirations set forth in your RFP and highlight our relevant experience in similar projects..

- Extensive Track Record:** With more than two dozen master plans completed for various zoos, WDM Architects boasts a wealth of experience in this specialized field.
- Understanding of Zoo Dynamics:** As a commercial member of AZA (Association of Zoos & Aquariums), we comprehend the intricacies of zoo operations, ensuring a balance between guest experience, animal welfare, and conservation efforts.
- Impactful Results:** Our work with El Paso Zoo led to significant recognition, with the institution securing increased funding following the successful implementation of our master plan. Similarly, our ongoing partnership with Alexandria Zoo includes the design of innovative attractions like a restaurant with a view into their tiger habitat.
- Pioneering Projects:** WDM Architects is currently spearheading the design of Midland Zoo, the first ground-up zoo construction project in the U.S. in decades. This endeavor encompasses the creation of over 60 buildings, habitats, and guest amenities, underscoring our commitment to innovation and sustainability.
- Continued Growth and Development:** The Western North Carolina Nature Center master plan that we completed in 2012 emphasized strategic development centering around: animal welfare, community engagement and mission driven business excellence. Over the last decade conservation programs have included steadily increasing significant births. Their attendance has grown 78% (from 108,000 to 192,000). And the Center's economic impact for 2023 was estimated at \$23 million.
- Sustainable Design:** Akron Zoo's Grizzly Ridge, a LEED-Silver exhibit project executed by WDM Architects, underscores our dedication to environmentally conscious design practices.
- Inspiring Local Conservation:** WDM Architects is proud to have designed some of the most innovative and impactful native species exhibits in the country. Exhibits like Oklahoma City Zoo's Oklahoma Trails, Akron Zoo's Grizzly Ridge, and Cameron Park Zoo's Brazos River Country showcase each zoo's native flora and fauna in innovative, educational, and inspiring exhibits that promote local conservations efforts.

Through our collective expertise and unwavering commitment to excellence, WDM Architects stands ready to support the Bay Beach Wildlife Sanctuary in realizing its vision for the future.



Sloth bear with enrichment at Cleveland Metroparks Zoo. Photo credit: Gina Wilkolak, Cleveland Metroparks Zoo Society

Menominee Park Zoo: Master Plan

Oshkosh, Wisconsin



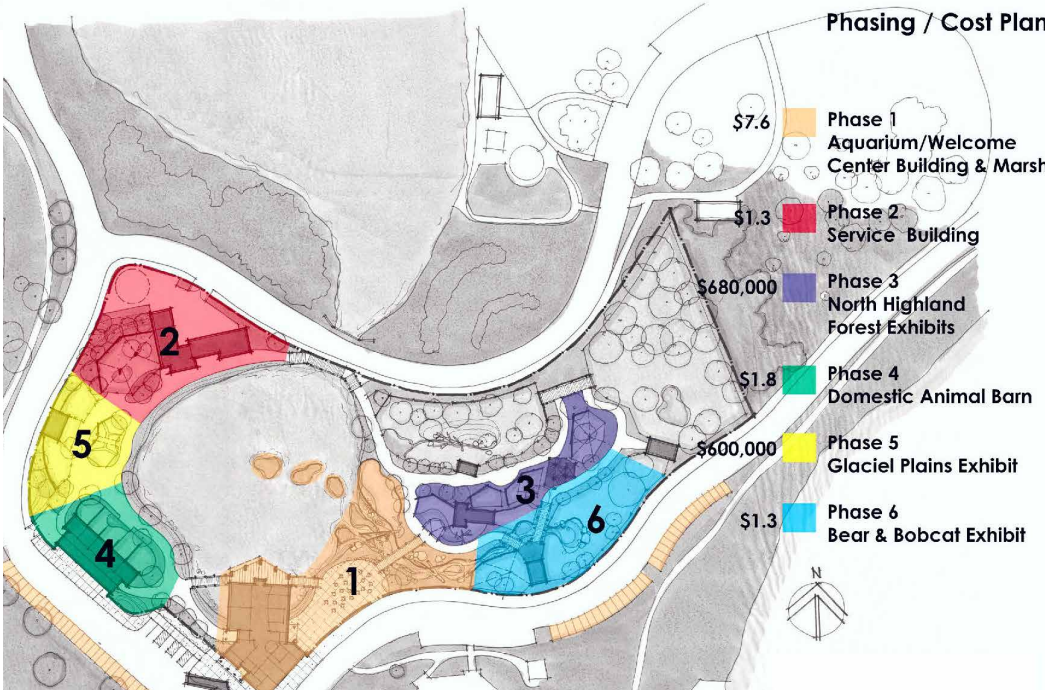
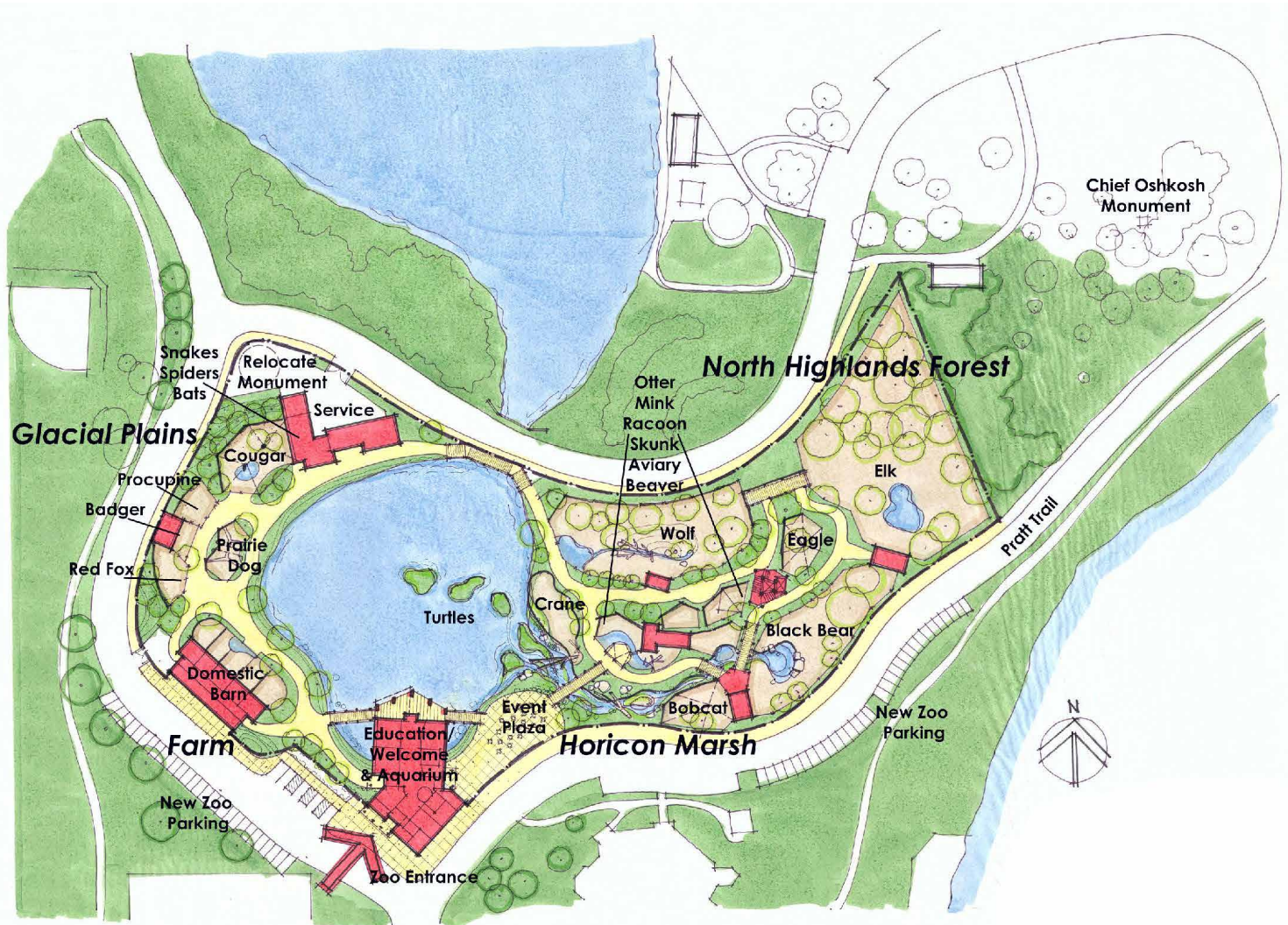
Phased 20-year Plan

The City of Oshkosh's 20-year plan for Menominee Park Zoo was to improve quantity and quality of animal exhibits, create education space and programs, promoting conservation, and making the zoo a popular destination. The Master Plan outlines a phased approach that starts with the creation of a new Welcome Center, which is both a gateway and basecamp for exploration. A large aquarium draws guests through the entry hall. Later phases include the Horicon Marsh which re-creates a native wetlands

with native animals like turtles, river otters, beavers and mink. The North Highlands Forest is identified in a later phase with a chance for guests to sit down at a trappers lean-to and watch black bears or view the antics of a large colony of prairie dogs.

Area: 3.8 acres
Completed: 2014

NOTE: WDM was a consultant to FEH Architects for this Master Plan.



Master Plan: Warren Riverview Park

Derby, Kansas

This former public works yard with a 12-foot riverfront bluff is now a beautiful gateway park to Derby. This once contaminated dump site has been transformed through the use of terracing to open up views and provide river access for fishing, kayaking and skipping stones. An "adventure" playground designed primarily for teens and adults offers unique climbing experiences. Stone terracing buffers the site from seasonal changes in river levels.

Area: 5.4 acres
Cost: \$2.7 million
Completed: 2017

NATIONAL
PUBLIC WORKS
PROJECT
OF THE
YEAR

Client contact
Robert Mendoza
Director of Public Works, City of Derby
316.788.0301
robertmendoza@derbyweb.com



Park Master Plan Highlights

- | | |
|---|---------------------------|
| 1. Parking | 12. River Promenade |
| 2. Pedestrian Bridge | 13. Grand Staircase |
| 3. Bioswale / Dry Stream | 14. Deck Overlook |
| 4. Interactive Boulder Wall | 15. Totem Pole Sculpture |
| 5. Adventure Playground | 16. Lodge |
| 6. Paved Walkway | 17. Open Lawn |
| 7. Picnic Pavilion: 20x50' with heavy timber construction | 18. Lift Station |
| 8. Council Circle with Fire Ring | 19. City Entrance Signage |
| 9. Plant Buffer | 20. Park Entrance Signage |
| 10. Canoe / Kayak Launch | 21. Steps to Boat Launch |
| 11. Lawn Terraces | 22. Boat Launch Parking |
| | 23. Compass Rose |

"We were really looking for big dreams, a new way of thinking, something unexpected for a small town, a broader scope of creativity." — Robert Mendoza, Director of Public Works, City of Derby

Henry Vilas Zoo: Master Plan

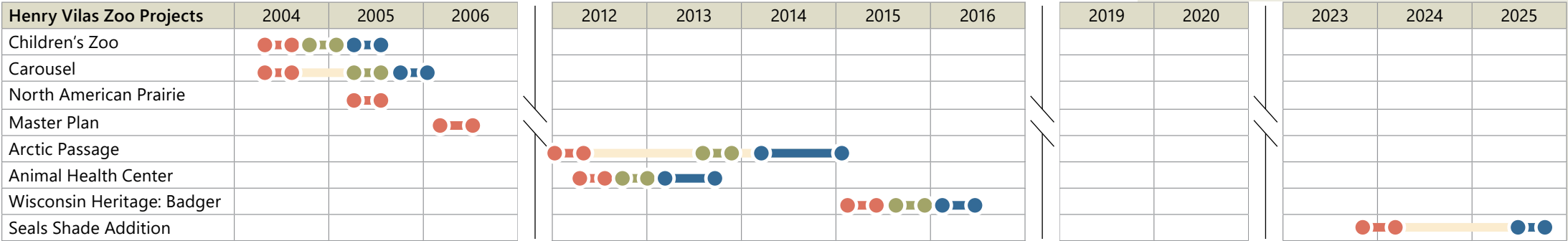
MADISON, WISCONSIN



Working Together Since 2004

Recognizing the need for more modern facilities, the Zoo has worked with WDM to plan and implement many improvements. Master planning efforts have helped to galvanize a stronger relationship with the county leading to \$6.2 million in support toward the Arctic Passage exhibit.

Client contact:
Ronda Schwetz, Zoo Director
Henry Vilas Zoo
Madison, Wisconsin
608.266.4732
schwetz.ronda@henryvilaszoo.gov



HENRY VILAS ZOO

WDM Projects

- 1. Children's Zoo
- 2. Carousel
- 3. North American Prairie
- 4. Savanna / Giraffes
- 5. Arctic Passage
- 6. Animal Health Center
- 7. Wisconsin Heritage: Badger



TIMELINE LEGEND

- Schematic Design
- DD/CD
- Construction

Bays Mountain Park: Master Plan

Kingsport, Tennessee



The Bays Mountain Park master plan focused on introducing a unifying and memorable framework to enhance the guest experience. After exploring several concepts with stakeholders, we selected the theme of **Vertical Life Zones**, defined as:

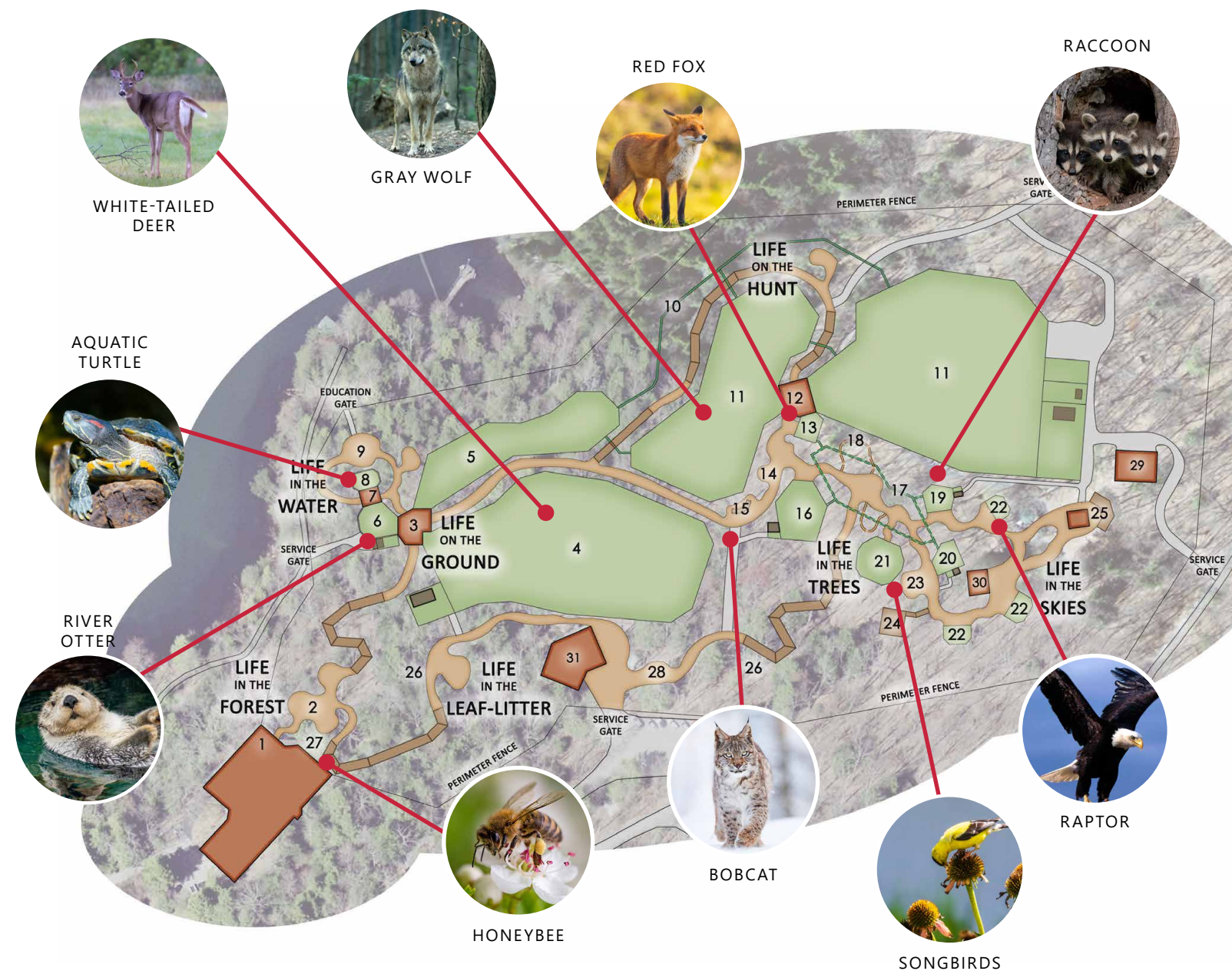
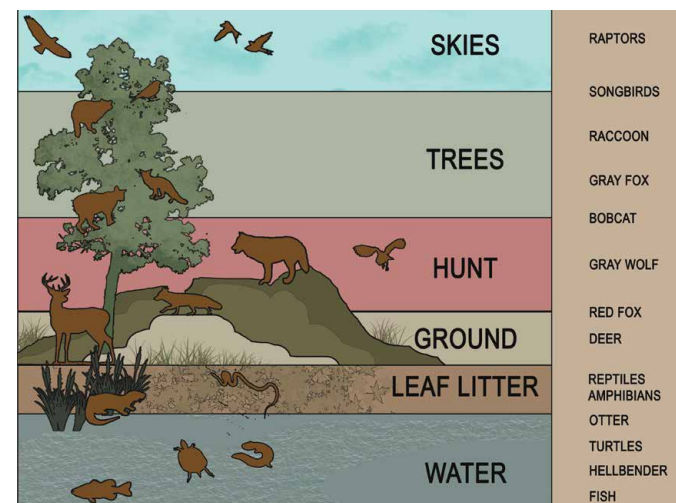
- Life in the Skies
- Life in the Trees
- Life on the Hunt
- Life on the Ground
- Life in the Leaf Litter
- Life in the Water

This framework shaped interpretive messaging around the unique adaptations animals use to thrive in their respective environments and interact with one another. It also provided a lens to evaluate the existing animal collection and guide future additions — ensuring greater ecological diversity and a more complete, engaging story for guests.

Additional improvements included new behind-the-scenes

animal care facilities, a secure perimeter fence to meet AZA and USDA standards, ADA-compliant walkways, and enhanced guest amenities, such as restrooms and seating.

Area: 3,750 acres // Completed: 2017



Patrons can explore seven distinct zones:

- Life in the Forest**
 - 1. Visitor Center
 - 2. Gathering Space
- Life on the Ground**
 - 3. Reptile Viewing Gallery
 - 4. White-tailed Deer Exhibit
 - 5. Gray Wolf Exhibit
- Life in the Water**
 - 6. River Otter exhibit
 - 7. Amphibian Viewing Gallery
 - 8. Aquatic Turtle Exhibit
 - 9. Water Play Area
- Life on the Hunt**
 - 10. Gray Wolf Trail
 - 11. Gray Wolf
 - 12. Snake Viewing Gallery
 - 13. Red Fox
 - 14. Bear Play Area
 - 15. Gray Wolf Presentation Area
- Life in the Trees**
 - 16. Bobcat Exhibit
 - 17. Small Animal Trail
 - 18. Play Trail
 - 19. Raccoon Exhibit
 - 20. Gray Fox Exhibit
- Life in the Skies**
 - 21. Songbird Aviary
 - 22. Raptor Aviary
 - 23. Bird Play Area
 - 24. Wild Bird Viewing Deck
 - 25. Raptor Presentation Area
- Life in the Leaf-litter**
 - 26. Botanical Exhibits
 - 27. Honeybee Exhibit
 - 28. Botanical Play area
- Facilities**
 - 29. Veterinary Clinic/ Food Prep.
 - 30. Restrooms
 - 31. Classroom

Oklahoma City Zoo

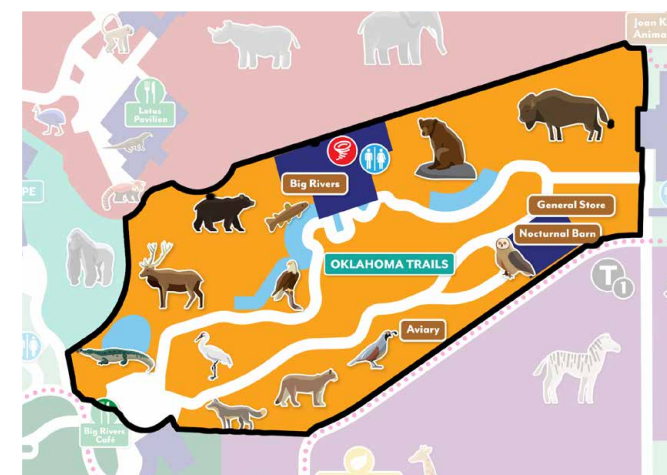
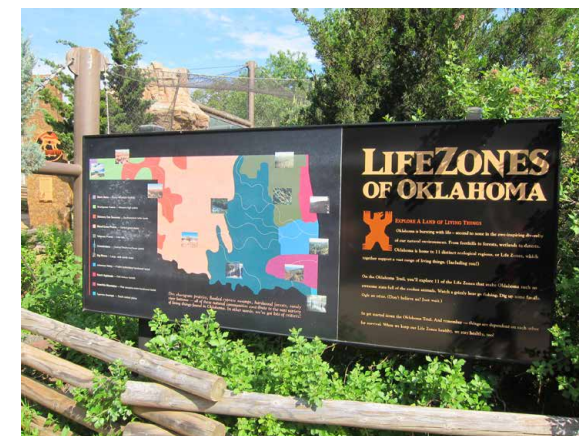
Oklahoma City, Oklahoma



Native Oklahoma Habitats Cover 7 Acres

Oklahoma Trails is a 7-acre habitat of the 11 different "life zones" of the state and features more than 70 species and 400 specimens of animals, birds, reptiles and fish. Each life zone is a themed experience of its own. Geography, flora and fauna are unique and educate guests about the diversity of native Oklahoma.

The combined otter and beaver exhibit features underwater viewing from an indoor observation building, allowing guests a reprieve from the climatic extremes of Oklahoma while enjoying the frolicking behavior of otters playing in the stream. An occasional glimpse of black bears can be seen looking through to the adjacent bear yard.



OKLAHOMA TRAILS

Area: 7 acres
Cost: \$8.8 million
Completed: 2007

Client contact:

Bert Castro
Former Director OKC Zoo
Currently President and CEO of Phoenix Zoo
602.286.3899
bcastro@thepxhazoo.com

Akron Zoo

AKRON, OHIO



Photo Credit: Ann Steiner Photography

Native Ohio: Grizzly Ridge

Grizzly Ridge brings the fauna of wild Ohio, both past and present, to life. The exhibit includes eagle, native bird aviary, river otter, red wolf, coyote and Grizzly Bear. Three distinct viewing areas into the Grizzly Yard provide a variety of guest experiences. A natural rolling hillside and mature trees create the backdrop.

Grizzly Ridge is also certified LEED Silver and includes several green elements including rain barrels, a green roof, previous concrete, and bio-retention filters.

Area: 2.5 acres
Cost: \$12 million
Completed: 2013

Client contact:
Doug Piekarz
President and CEO Akron Zoo
Akron, Ohio
330.375.2550
dmpiekarz@akronzoo.org



Western North Carolina Nature Center

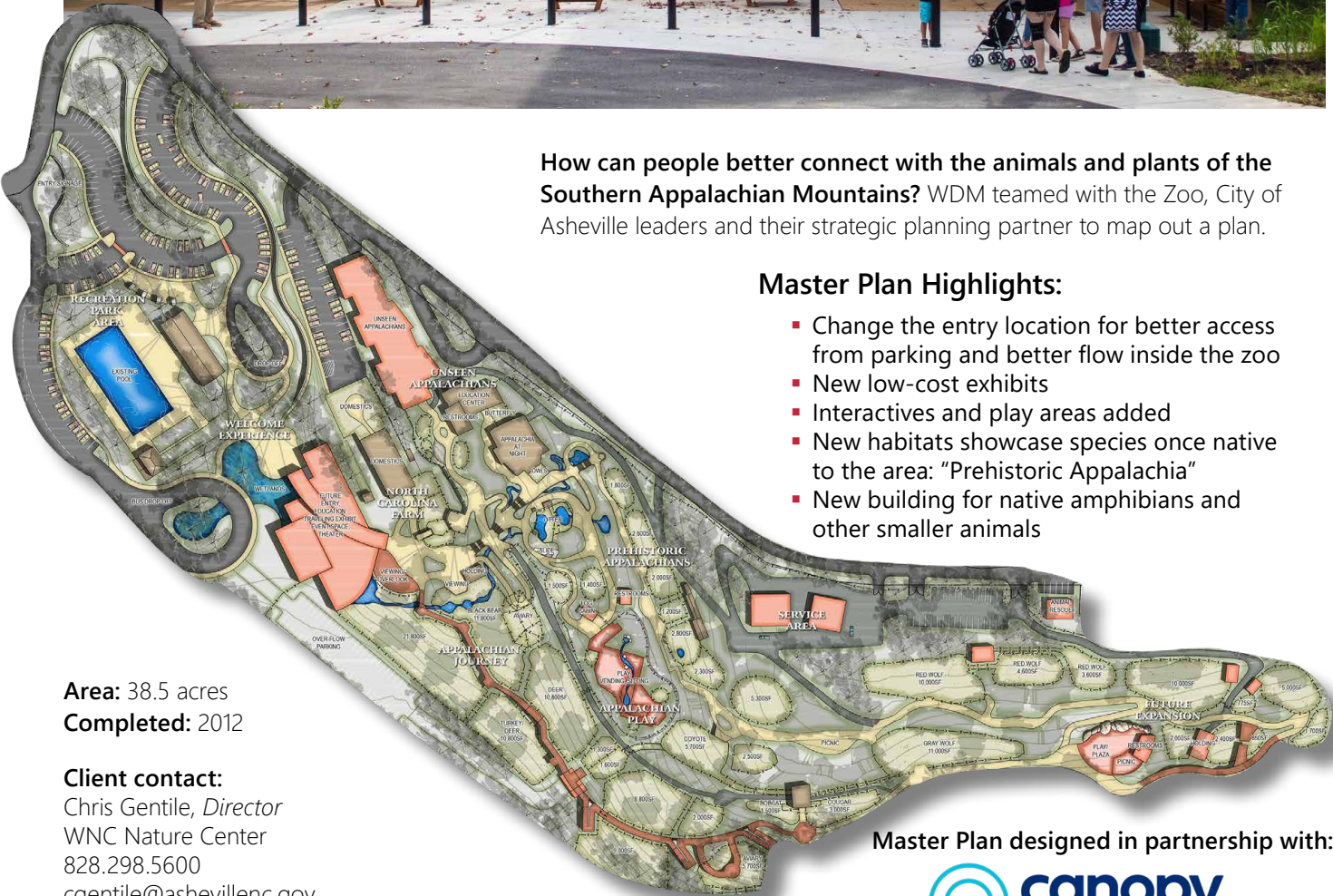
ASHEVILLE, NORTH CAROLINA



How can people better connect with the animals and plants of the Southern Appalachian Mountains? WDM teamed with the Zoo, City of Asheville leaders and their strategic planning partner to map out a plan.

Master Plan Highlights:

- Change the entry location for better access from parking and better flow inside the zoo
- New low-cost exhibits
- Interactives and play areas added
- New habitats showcase species once native to the area: "Prehistoric Appalachia"
- New building for native amphibians and other smaller animals



Area: 38.5 acres
Completed: 2012

Client contact:
Chris Gentile, Director
WNC Nature Center
828.298.5600
cgentile@ashevilenc.gov

Master Plan designed in partnership with:



New Entry

The parking lot is terraced in three sections which traverse the hill. The previous entry was positioned at the upper terrace off one of the smaller lots. Guests had to go up stairs and through a small building. This sequence was not highly visible, not handicapped accessible, not welcoming, and congested.

Advantages to the arrival experience with New Entry

- It offers more direct entry as it is central to the parking area, and specifically aligned with the largest, middle lot
- It is highly visible, spacious and accessible
- Guests enter into a more open area of the zoo where they can decide which way to go to begin their zoo adventure
- It includes more space for gift shop, concessions and guest services

All of these things create an entry experience that is welcoming, distinctive and functional.

Red Panda Exhibit

While most of the zoo collection are animals native to Western North Carolina, Red Panda is unique to their collection. The red panda's ancient cousin once lived in the Western North Carolina region. Bristol's Panda (*Pristinailurus bristoli*) is an ancient North American relative of the living red panda whose fossils have been discovered at the Gray Archaeological Site in the Southern Appalachian Mountains for Tennessee. Western North Carolina's climate and ecosystem is almost identical to the lower mountain forests of Central Asia where red pandas currently live.

Measure of Success

In the decade following the creation of their Master plan, attendance more than doubled. Director Chris Gentile attributes the growth in attendance to a combination of planning and partnership.

"When I first started at the Nature Center in 2010, we created a '2020 Vision' master plan to shape the future of the center. It's been the document that has guided all of the improvements we've made, from the new front entrance to the start of our Prehistoric Appalachia project which includes the red pandas," he said.

Master Plan Implementations

- 2012 – Arachnid Adventure Playground & Enhanced Red Wolf Exhibit
- 2014 – Appalachian Station remodel with new Hellbender Exhibit
- 2018 – New Front Entrance with Relocated Gift Shop
- 2019 – First Prehistoric Appalachia Exhibit: Red Pandas

Note: These built improvements have been implemented by local architects and not designed by WDM.

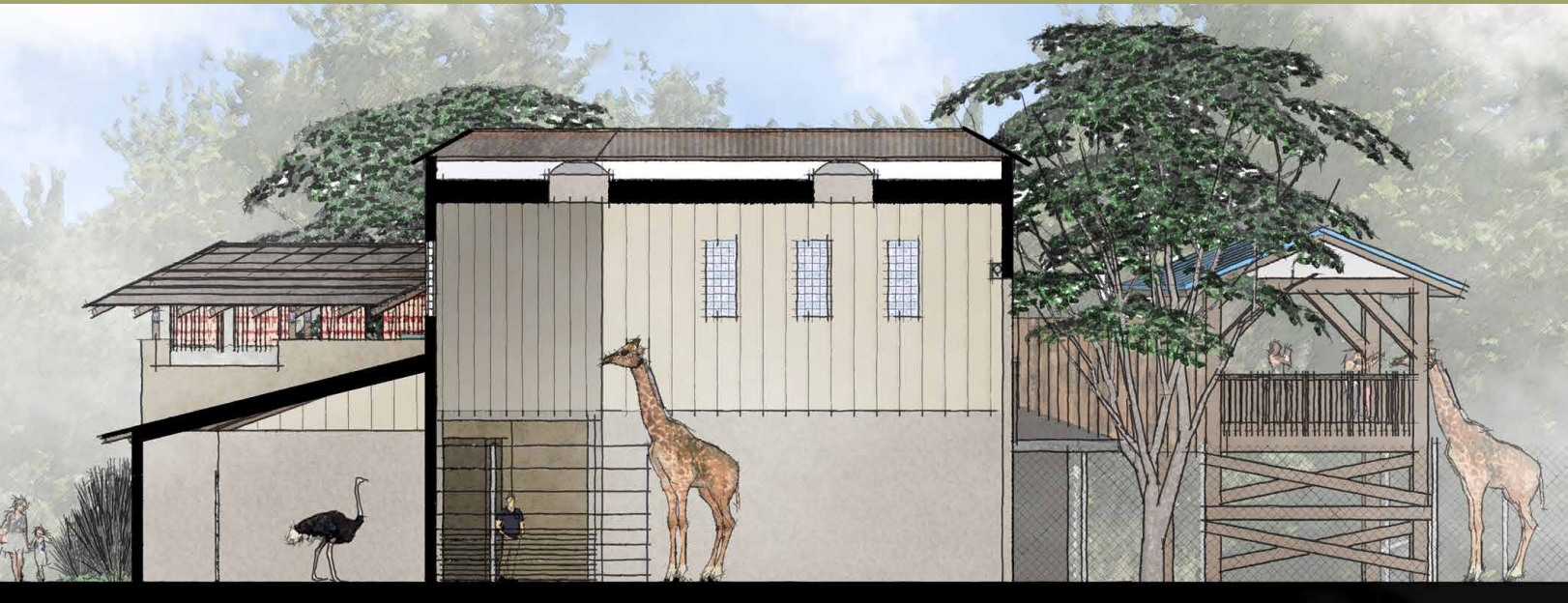
"The team at WDM is better than advertised and has taken this project beyond our expectations." — Chris Gentile, Director, WNCNC



<https://wildwnc.org/2024/07/wnc-nature-center-economic-impact-report/>

Magnetic Hill Zoo: Master Plan

Moncton, New Brunswick



WDM Architects worked with the 40-acre Magnetic Hill Zoo to develop a Master Plan

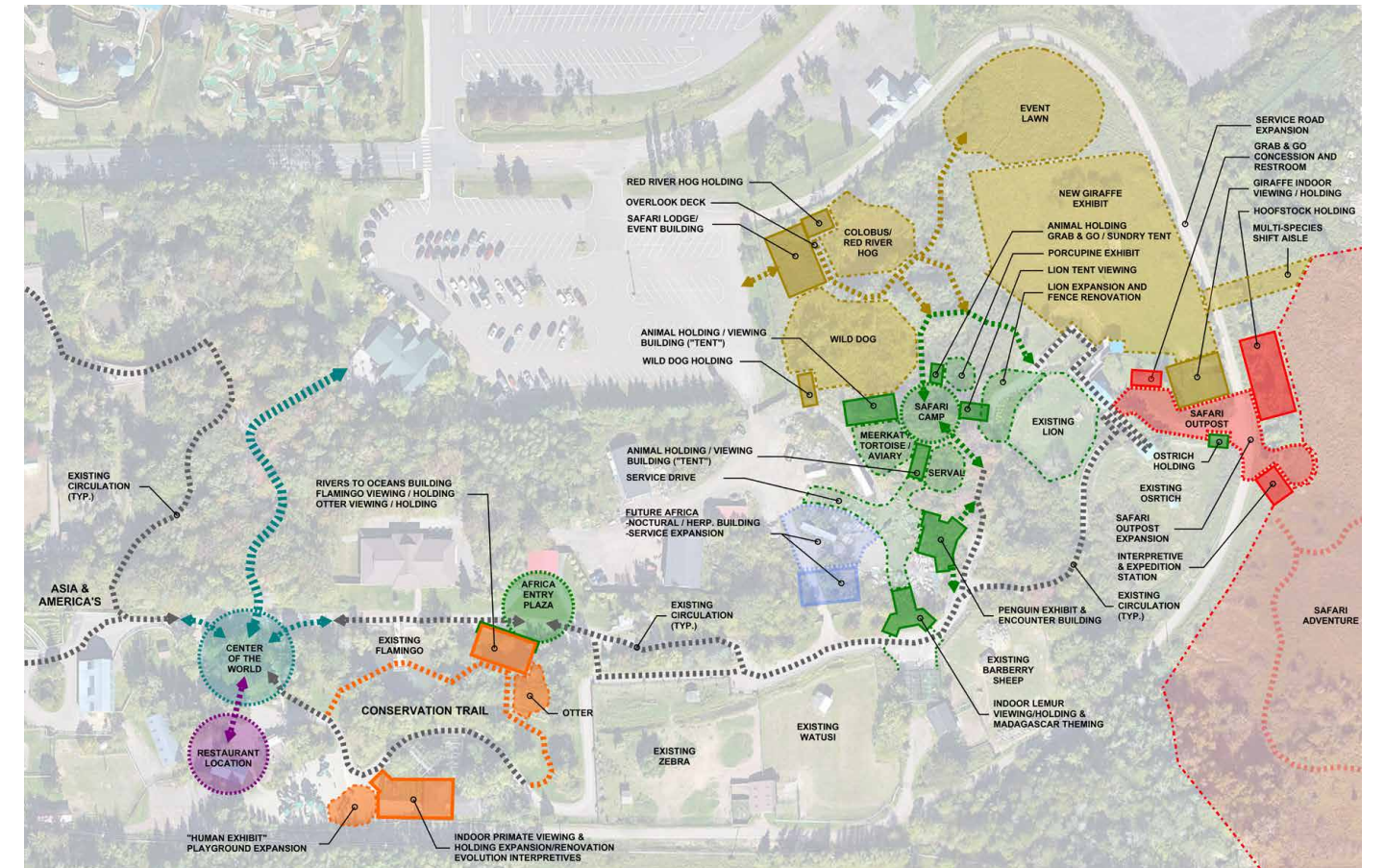
for growth that would improve guest experience, animal welfare and be financially feasible. Due to its geographic location, the zoo faced a major challenge of a fairly narrow window for visitation in the summer. One tactic to expand the viewing season is to provide more indoor or sheltered experiences for guests.

Based on the success of the leopard and tiger habitats, WDM recommended to develop the experience from a camp into a safari adventure. An orientation plaza with shipping containers, a safari tent, a land rover, and a themed gateway serves as a starting and ending point in the journey through Africa. WDM proposed more nose-to-nose viewing opportunities and increasing concession times and other guest amenities that would extend stay time.

Magnetic Hill Zoo engaged WDM to help them study what an expansion of the African zone of their zoo could look like and create donor engagement imagery. The major feature of this expansion was a new giraffe habitat with an adjacent holding barn that included a large indoor herd room to allow viewing in the colder months. Other amenities also included a themed restroom/concession building and a new ostrich habitat with holding. Also planned was an adjacent potential drive-through safari experience.

Area: 40 acres
Completed: 2020

Master Plan designed in partnership with:



Alexandria Zoo

ALEXANDRIA, LOUISIANA



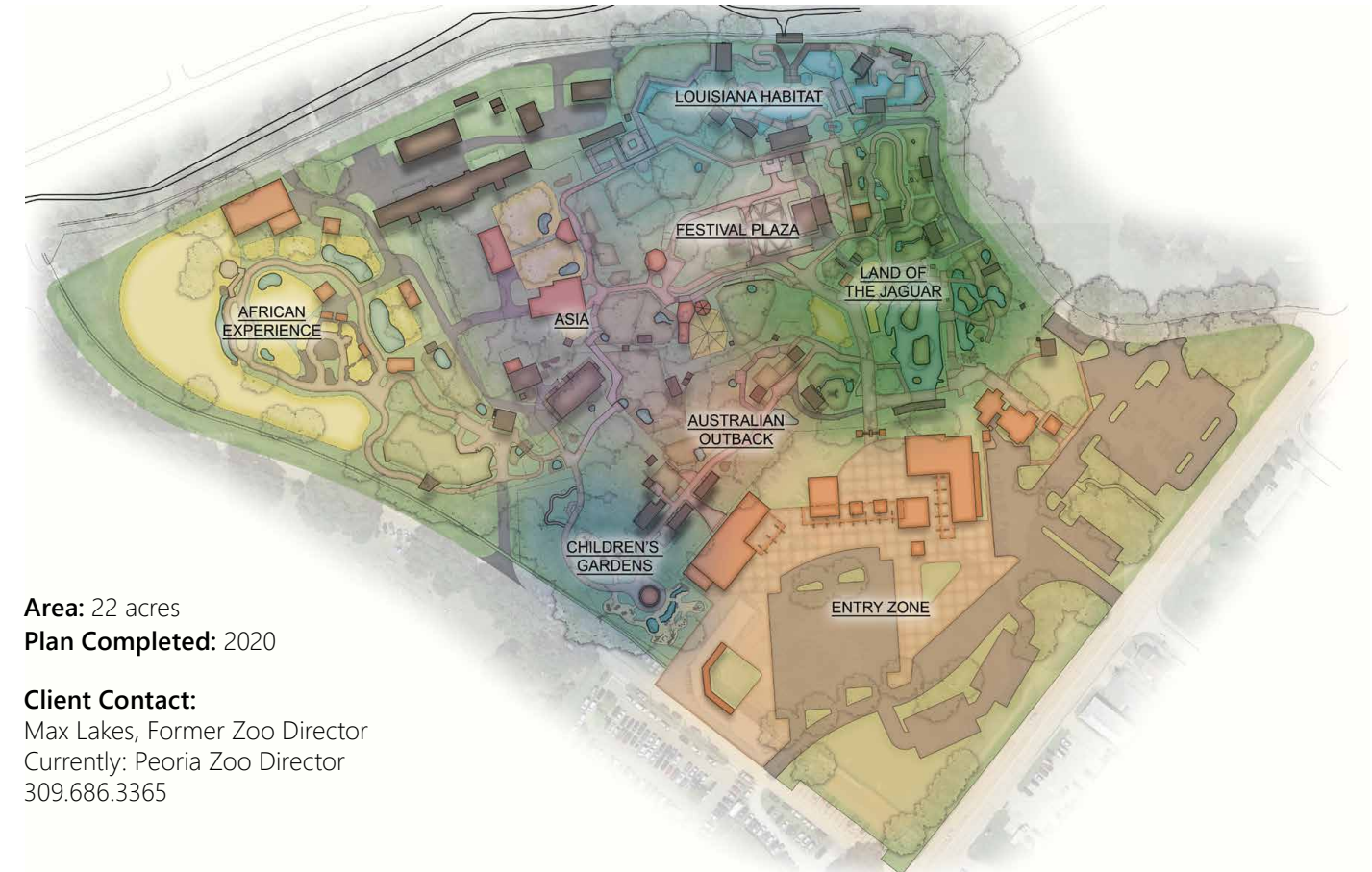
Master Plan Increases Guest Engagement, Financial Sustainability

The Alexandria Zoological Park is a 22-acre home to over 400 animals representing 160 species. The master plan outlines a development strategy for the Alexandria Zoo to increase guest engagement, add new exhibit habitats that enhance the well-being of animals and provide a basis for the education and entertainment of the community. These improvements will increase financial sustainability of the zoo.

Features include:

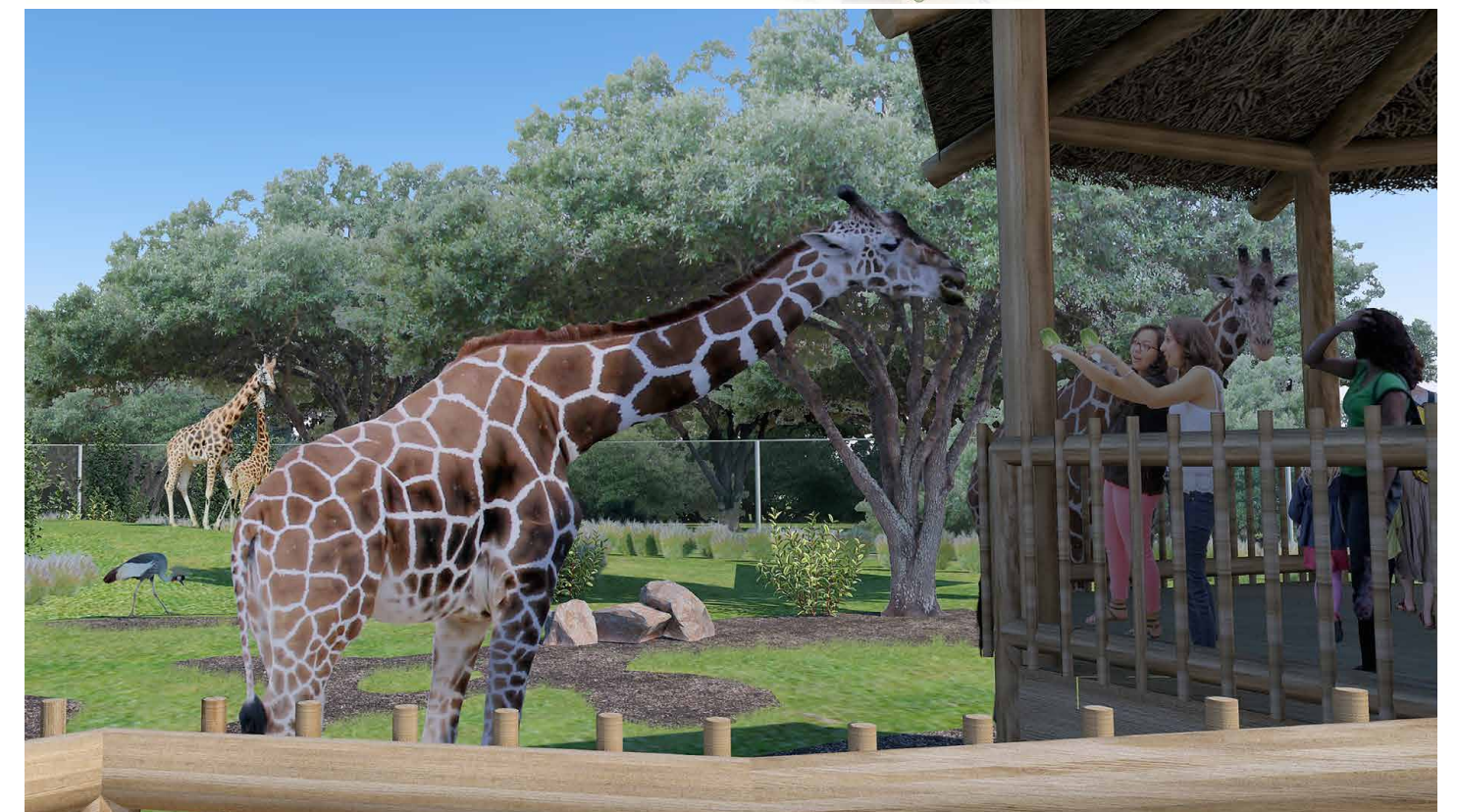
- African Grasslands
- Tiger Exhibit with Restaurant
- Playground with carousel
- New iconic entry and improved ticketing

Master Plan designed in partnership with:



Area: 22 acres
Plan Completed: 2020

Client Contact:
Max Lakes, Former Zoo Director
Currently: Peoria Zoo Director
309.686.3365



Interactive Nature Play Experience Concept



Area: 5.85 acres
Designed: 2011

This conceptual plan is a unique facility dedicated to the advancement of “Ecoliteracy” and awareness of local ecosystems. WDM helped plan an oasis for exploration and outdoor education that facilitates a fun, unique way for children to learn about ecological concepts and sustainability.

Proposed amenities would give patrons a chance to attend group events and connect to the adjacent marsh.

Highlights include

- A sustainable café with outdoor seating with a marsh view
- Community art entry plaza
- A working community produce garden alongside demonstration gardens
- A stage and community gathering space for events
- A lookout tower for a birds-eye view of the surrounding marsh



Patrons can explore four distinct zones:

- **Farm Play** — Guests can pet farm animals and learn about sustainable farming practices. Eating locally grown foods is promoted through an interactive “garden” in which kids can pick larger-than-life sized produce and sell it at the local farm market stand.
- **Forest Scramble** — A multi-level playground with “hollow logs” to crawl through, elevated boardwalks connect tree houses and a tower to climb for a view of the surrounding marshland.
- **Prairie Mystery** — As guests wind their way through a real tall grass prairie maze, they encounter educational nodes with questions about prairies. Right answers direct guests on the correct path, but incorrect answers lead to a dead end with educational graphics explaining the correct answer.



- **Wild Water** — An interactive watercourse where patrons can get wet while experimenting with dams, pumps, and Archimedes screw's to learn about hydrology as well as the importance of the local marches.

Zoo Midland: Master Plan

MIDLAND, TEXAS



Midland’s business and community leaders are partnering with WDM Architects to create an entirely new community zoo designed to engage visitors with nature and connect them to animals. Key challenges include ensuring long-term financial viability through repeat visitation.

The campus is divided into architecturally themed districts that transport guests around the world, immersing them in the culture of different regions, introducing them to unique animal species, and offering engaging play activities. Animal encounters are at the heart of the experience, with a robust ambassador animal program and thoughtfully curated interactions within naturalistic habitats.

The Savanna Realm at Zoo Midland is the largest development from the Master Plan and offers a distinct, immersive experience through multiple themed subregions

along a winding trail. In the Upper Savanna, guests encounter giraffe, zebra, gazelle, ostrich, and rhino in a mixed-species habitat, viewed from a multi-level pavilion that also serves as an event space. At the Forest Edge, a two-story treehouse overlooks lemur habitats and a parallel play space. In the Plains, a tent camp offers up-close views of wild dog and hyena exhibits. Life Underground features outdoor habitats for colobus, hyrax, and prairie dogs, along with an indoor mineshaft highlighting underground animal life through immersive media. Guests exit through the River Delta, where floating docks showcase flamingo and Komodo dragon habitats. While each area is unique, the entire Savanna Realm maintains a cohesive design and guest experience.

To conclude the day, visitors can gather at the central watering hole to enjoy a captivating water and light show, encouraging repeat visits and long-term enjoyment.



Zoo Midland Projects	2021	2022	2023	2024	2025	2026	2027
Green Acres							
Phase 1 - Infrastructure							
Phase 2 - Service Areas							
Phase 3 - Savanna							
Phase 4 - Treetops							
Phase 5 - Farm							
Phase 6 - Entry							
Phase 7 - Core							
Phase 8 - Tabernacle							
Phase 9 - Aquatics							

TIMELINE LEGEND

- Schematic Design
- DD/CD
- Construction

Client Contact:
Jason Green, Director Zoo Midland
Midland, TX
813.482.7862
jgreen@crownquest.com

Master Plan designed in partnership with:



Phoenix Zoo: Master Plan

PHOENIX, ARIZONA

Partners for comprehensive expansion

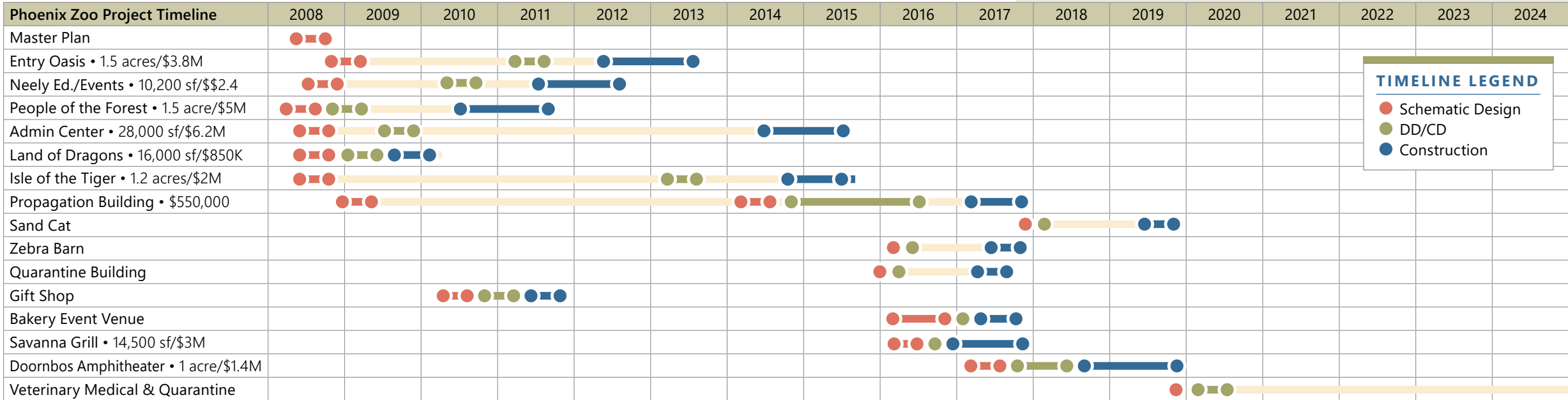
In 2008 the Phoenix Zoo engaged WDM to begin work on a comprehensive master plan. The plan would be implemented over multiple phases.

The first phase of the plan focused on the Asia Trail exhibits, an education/event center, new entry complex and administrative office building. Seven projects in total were completed over a period of six years.

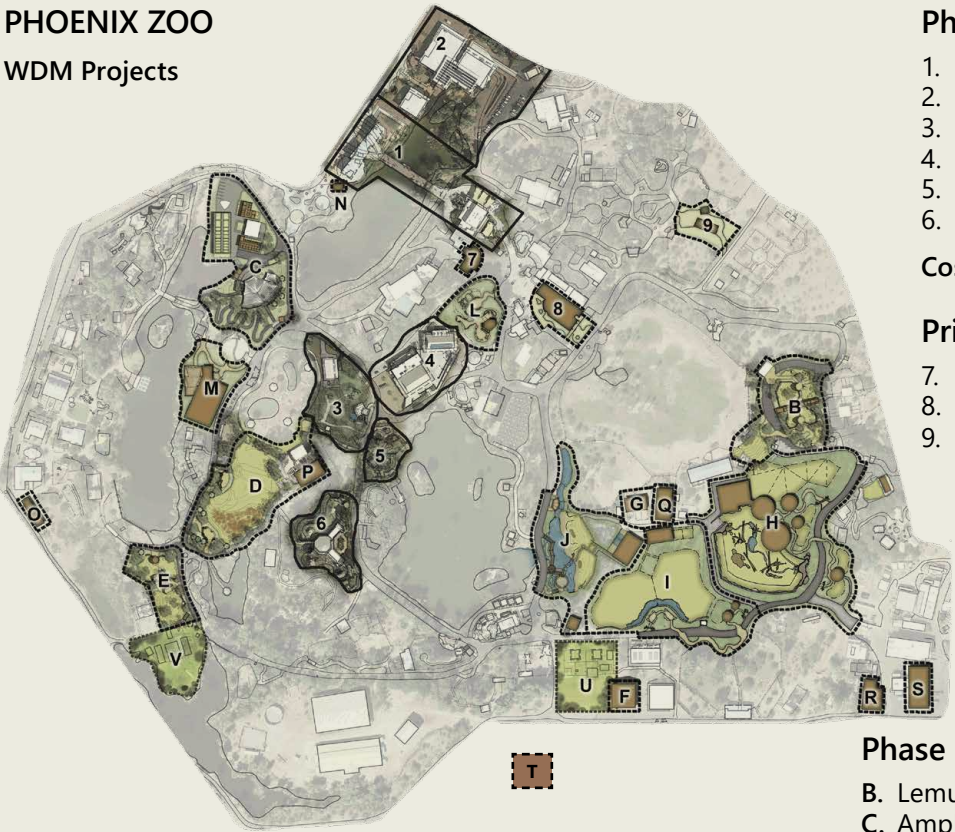
The second phase of the plan addresses habitats on the Africa Trail along with a restaurant expansion and event venue.

While the Zoo has seen strong enthusiasm from recent improvements, they recognize the importance of continuous progress. In 2018, the project team began developing a long-range plan to guide enhancements over the next 20 years. Proposed projects include new large mammal habitats, expanded event space capacity, distinctive special event programming, and upgrades to back-of-house infrastructure.

Client contact:
Bert Castro, *President & CEO*
Phoenix Zoo
602.286.3899
bcastro@thephxzoo.com



PHOENIX ZOO WDM Projects



Master Plan designed in partnership with:



Phase 1:

- 1. Oasis Entry
- 2. Administration Center
- 3. Isle of the Tiger
- 4. Neely Education & Events
- 5. Land of the Dragons
- 6. People of the Forest

Cost: \$21 million

Privately Funded Projects

- 7. Gift Shop Renovation
- 8. Savanna Grill Renovation
- 9. Bakery Event Venue

Phase 2:

- B. Lemur, Warthog & Tortoise exhibits
- C. Amphitheater & Animal Holding
- D. Elephant exhibit expansion
- E. Chacoan Peccary & Tortoise exhibits
- F. Propagation Building
- G. Zebra Barn Replacement

Cost: \$15 million

Long-range plans:

- H. Great Ape Complex
- I. Hippo Exhibit
- J. Rhino Exhibit
- L. Nature-based Playground
- M. Event Space
- N. Restroom entry
- O. Long-term animal holding
- P. Elephant Barn
- Q. Giraffe Barn
- R. Commissary building
- S. Warehouse building renovation
- T. Off-site Conservation Mgmt. & Breeding Facility
- U. Veterinary Medical Center
- V. Quarantine / Holding

Cost: \$51 million

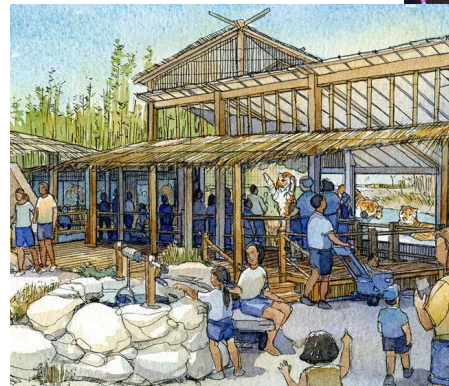
Phoenix Zoo: Master Plan Projects



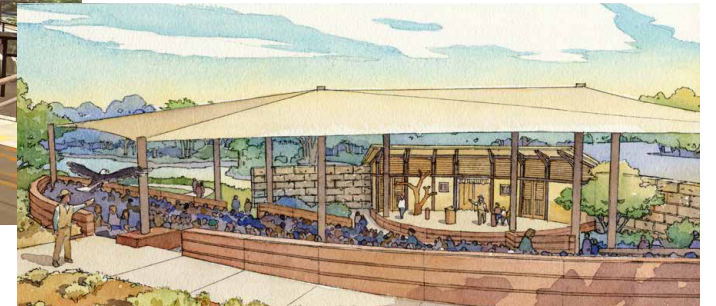
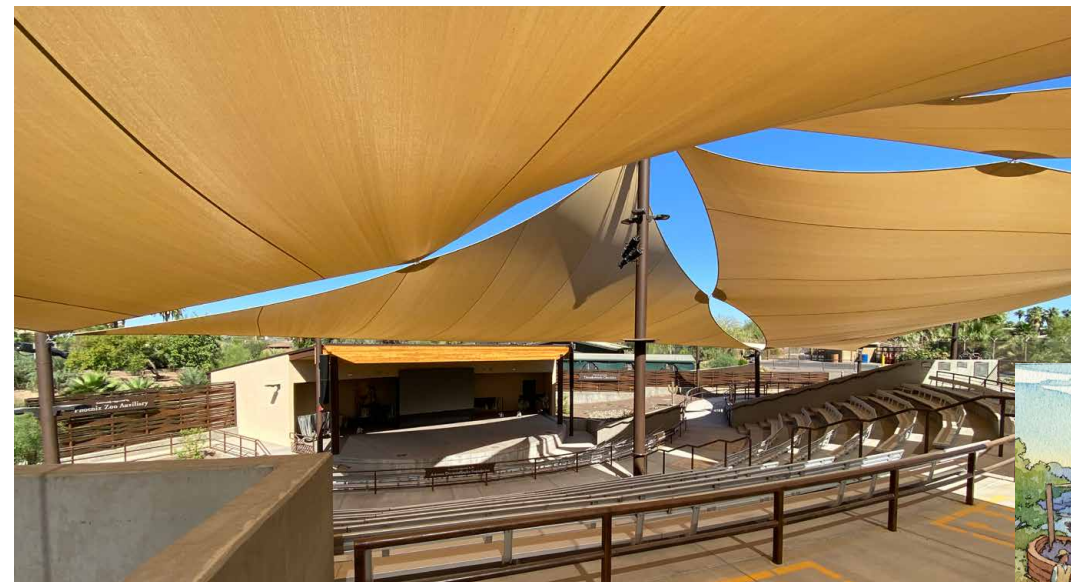
Phoenix Zoo Administration Building
Render and Photo



Phoenix Zoo Isle of the Tiger
Render and Photo



Phoenix Zoo Entry Complex
Render and Photo



Phoenix Zoo Amphitheater
Render and Photo



Phoenix Zoo Komodo Dragon Experience
Render and Photo



Botanica, The Wichita Gardens: Master Plan

WICHITA, KANSAS



The Gift of an Antique Carousel Triggers Growth

WDM designed a bright and airy Pavilion for a restored antique carousel, which includes a rentable event venue. The area immediately around the pavilion has been developed into a whimsical garden with nature play elements, like the sliding troll hill. A new Grand Lawn amphitheater is designed so that concerts can be viewed from the Carousel Pavilion, with the patio as a VIP area.

- Master plan features include:**
- Grand Lawn amphitheater for 2500-3000 guests with event stage
 - Food truck parking for events
 - "The Koch Carousel Gardens" interactive water features and play house
 - Giant Sleeping Troll sliding hill
 - A new Grand Entry for Botanica Parking expanded and close to new entry

Botanica Projects	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	
Carousel Pavilion												
Koch Carousel Gardens												
Grand Lawn Amphitheater												
Fireside Lodge												
Entry & Butterfly Conservatory												

TIMELINE LEGEND

- Schematic Design
- DD/CD
- Construction



SECTION 3

Project Team

Background and experience of individuals that would be assigned to the project and what their roles will be for this project.



Scott Ramser, AIA

Principal, Master Planner



Scott brings an abundance of enthusiasm and artistry to each new challenge.

Zoological design is Scott’s passion and he is relentless in crafting each detail to success. By thoughtfully collaborating with his clients, Scott has developed a deep understanding of the unique challenges zoos face.

As a project designer, Scott has earned considerable respect by efficiently directing teams through complex, unique projects. His work includes the full gamut of zoo projects, from animal habitats to concessions.

Education

Bachelor of Architecture, Kansas State University

Affiliations

American Institute of Architects (AIA)
Kansas Registered Architect

Relevant Experience

Menominee Park Zoo
Oshkosh, Wisconsin
▪ Master Plan

City Of Derby, Kansas
▪ Warren Riverview Park
Master Plan

Henry Vilas Zoo
Madison, Wisconsin
▪ Master Plan
▪ Animal Hospital
▪ Arctic Passage

Alexandria Zoo
Alexandria, Louisiana
▪ Master Plan

Bays Mountain Nature Preserve
Kingsport, Tennessee
▪ Master Plan

NEW Zoo
Green Bay, Wisconsin
▪ Snow leopard habitat

Phoenix Zoo
Phoenix, Arizona
▪ Master Plan

Western North Carolina Nature Center
Asheville, North Carolina
▪ Master Plan

Akron Zoo
Akron, Ohio
▪ Grizzly Ridge

Seneca Park Zoo
Rochester, N.Y.
▪ Master Plan

Lehigh Valley Zoo
Schnecksville, Pennsylvania
▪ Master Plan

Erie Zoo
Erie, Pennsylvania
▪ Master Plan

Andrew Jordan, RLA

Principal-in-Charge, Master Planner, Primary Point-of-Contact



Drew draws inspiration from nature to craft a story for each exhibit that thrills, educates and inspires.

Creating a dynamic visitor experience is key, but Drew also understands that animal husbandry and enrichment needs are equally important.

Drew is gifted at conveying ideas and concepts to clients and potential donors, sometimes with napkin sketches, to communicate how a client's vision can come to life.

Education

Bachelor of Landscape Architecture, *Kansas State University*

Affiliations

Kansas Registered Landscape Architect

Relevant Experience

City Of Derby, Kansas

- Warren Riverview Park Master Plan

Henry Vilas Zoo

Madison, Wisconsin

- Master Plan
- Animal Hospital
- Arctic Passage

Oklahoma City Zoo

Oklahoma City, Oklahoma

- Oklahoma Trails

Phoenix Zoo

Phoenix, Arizona

- Master Plan

Magnetic Hill Zoo

Moncton, New Brunswick

- Master Plan

Akron Zoo

Akron, Ohio

- Grizzly Ridge

Seneca Park Zoo

Rochester, N.Y.

- Master Plan

Erie Zoo

Erie, Pennsylvania

- Master Plan

El Paso Zoo

El Paso, Texas

- Master Plan

Zoo Midland

Midland, Texas

- Master Plan

Blank Park Zoo

Des Moines, Iowa

- Master Plan
- Jaama Kwa Expansion

Plumpton Park Zoo

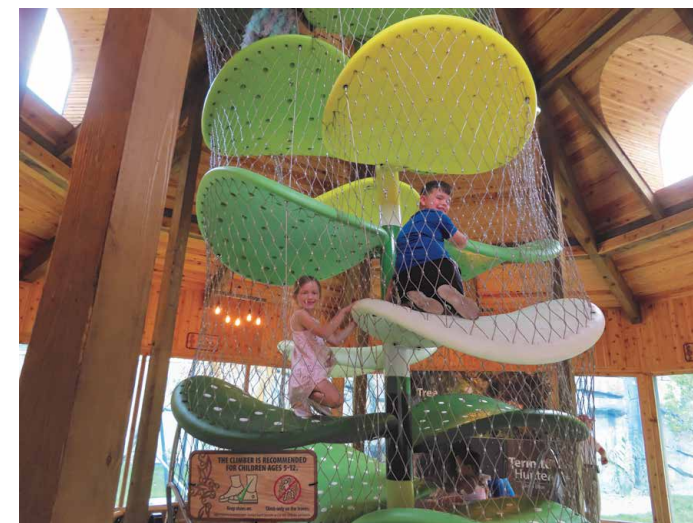
Rising Sun, Maryland

- Master Plan

Botanica

Wichita, Kansas

- Master Plan



Nature Play Experiences clockwise from top left: Sensory Art Wall in the All-inclusive play area at Madison Avenue Central Park, Derby, Kansas; Bear Food interactive scale in Grizzly Ridge at the Akron Zoo; Troll Sliding Hill at Botanica in Wichita, Kansas; Parallel play climbing structure at Suzie's Bear Hollow, Cleveland Metroparks Zoo.

SECTION 4

References

List of at least five project/client references.



References

WDM's References		
Phoenix Zoo	Bert Castro , <i>President & CEO</i> 602.286.3899 bcastro@thephxzoo.com	Master Planning, Zoo Exhibits, Event Venues, Classrooms, Offices, Restaurants, LEED
Cleveland Metroparks Zoo	Dr. Chris Kuhar , <i>Executive Director</i> 216.635.3335 cwk@clevelandmetroparks.com	Master Planning, Zoo Exhibits
Western North Carolina Nature Center	Chris Gentile , <i>Director</i> 828.298.5600 cgentile@ashevillenc.gov	Master Planning
Henry Vilas Zoo	Ronda Schwetz , <i>Executive Zoo Director</i> 608.266.4708 schwetz.ronda@henryvilaszoo.gov	Zoo Exhibits
Oglebay Good Zoo	Joe Greathouse , <i>Director</i> 304.243.4027 WGreathouse@oglebay.com	Master Planning, Lion Habitat

SECTION 5

List of Subcontractors

List any subcontractors you plan to use.

BUSINESS STRATEGY CONSULTANTS:

Canopy Strategic Partners

Hi—We're Canopy! Canopy Strategic Partners is a full-service planning and consulting firm dedicated to helping mission-driven organizations including zoos, aquariums, science museums, botanical gardens, and arboretums create a better future for the planet. We are champions of leaders, community builders, and collaborative experts.

At Canopy, we strive to balance your education mission with the need for continued growth and long-term financial sustainability. We are proven thought leaders with the experience and expertise to help you and your organization succeed on both fronts.

Why Canopy?

- 250+ planning and economics projects for cultural attractions of every size and governance model
- Nimble enough for personalized service, large enough for the experience you need
- Unrivalled experience working with zoos and aquariums across the country, including AZA-accredited facilities and those seeking AZA accreditation
- Innovative facilitation techniques and financial tools to merge strategy and data
- Hands-on operational experience gives us insider knowledge with an outsider viewpoint

We balance mission and margin

Canopy's philosophy is to create an optimized balance between the client's mission and its need for long-term financial health.

We have helped hundreds of non-profits develop high-performing organizations and can leverage that expertise for you. Our team has created innovative and groundbreaking plans for hundreds of mission-driven institutions, and we regularly provide expert counsel to garden and nonprofit leaders across the country.

We bring the data

The Canopy team loves data, both quantitative and qualitative.

We have a unique ability to assess financials, numbers, and metrics; analyze trends; and uncover opportunities that can help you realize your organization's vision through realistic objectives. Our expertise leads to a planning process that considers all aspects of your operation.

We unite people & build bridges

Our work is based in understanding, not assumptions.

One of Canopy's strengths is our ability to bring together a diverse group of stakeholders, unite them behind a common vision, and develop an actionable plan to foster engagement and achieve success. We elevate many voices, analyze a broad array of data, and then identify focused solutions that work for everyone.



Zachary Winfield

Senior Vice President



With over 15 years of experience, **Zachary Winfield** brings an expansive set of skills to Zoo Advisors gained through a multi-faceted career in the zoo, consulting, and business worlds. He has extensive expertise in business and earned revenue operations, analytics and data systems, guest services functions, as well as membership, marketing, and fundraising programs.

Zachary has special expertise in creating full-scale, holistic operational models of zoos and aquariums, which are backed with years of industry data from facilities all around the country. These models are tailored to each client. They quantify and

correlate discreet operating areas of client organizations; reveal areas for opportunity; and unify disparate data sources into digestible, reliable, and actionable projections.

With an emphasis on analysis, reporting, and data strategies, Zachary focuses on guiding organizations through the process of choosing and implementing systems to integrate departments, remove silos and maximize resources.

With a deep and abiding love for numbers and data, Zachary is expert at extracting meaningful and actionable information from large datasets.

Harriet Resnick

Vice President



Vice President Harriet Resnick leads Canopy's economics team, identifying revenue opportunities and developing market models to support long-term growth. She brings over 25 years of experience across corporate, nonprofit, and government sectors.

At the Chicago Botanic Garden, Harriet served as VP of Visitor Experience and Business Development for 16 years, where she led strategic efforts that significantly grew revenue. While with SONY Music, she partnered with gardens nationwide to expand earned income through Lightscape, a popular holiday show.

Previously, Harriet was Business Strategy Director at the Field Museum, helping develop long-range plans to increase revenue and grow audiences. She began her career in the Mayor's Office of Budget & Management under Mayor Daley, where she analyzed the economic impacts of legislation—including the landmark 1996 Welfare Reform Act.

Harriet holds a Master's in Public Policy from the University of Chicago and a Bachelor's in Political Science from the University of California, Santa Barbara.

Lori Perkins

Vice President



Lori Perkins brings over 30 years of experience in wildlife conservation to her role at Canopy, where she facilitates workshops, engages stakeholders, and advises on animal care, operations, and workforce leadership.

She supports clients with strategic planning, workforce and organizational assessments, accreditation, animal welfare, and education strategies. Lori also leads Canopy's diversity, equity, access, and inclusion efforts, helping organizations navigate social equity challenges.

Previously, she served as Deputy Director at the Birmingham Zoo and held leadership roles at Zoo Atlanta, Lincoln Park Zoo, and Disney's Animal Kingdom. Lori is a recognized expert in zoo population management and serves on the Board of the Center for Great Apes. She has chaired several AZA committees, including Wildlife Conservation and Management, Animal Welfare, and Professional Ethics. She earned her bachelor's from the University of Massachusetts (Phi Beta Kappa) and a master's in psychology from Georgia Tech as a National Science Foundation fellow.

Anna Musun-Miller

Vice President



Anna Musun-Miller leads Canopy's planning team, bringing deep operational and interpretive experience to help clients define and achieve their goals. Her career began as a teen volunteer at Little Rock Zoo, where a curiosity about exhibit signage sparked a lifelong passion for storytelling and science.

Anna blends strategic insight with clear, actionable planning. She helps organizations uncover shared values and craft detailed roadmaps with measurable outcomes—ensuring clients know when they've succeeded.

With degrees in anthropology and English from Vanderbilt University and a master's in museum studies from Indiana University – Purdue University Indianapolis, Anna has spent over 15 years as an exhibit developer, curator, and manager. As a consultant, she has helped zoos, aquariums, museums, National Heritage Areas, and others connect audiences to their missions.

Anna is driven by purpose. She believes that supporting mission-driven organizations is one way to contribute to a better future for our planet.

Elise Bernardoni

Director of Engagement



Elise Bernardoni's lifelong love for wildlife began early — she was certified as a marine mammal medic at age thirteen during a trip to New Zealand. While she never joined a rescue, she still scans every beach for animals in need.

Elise leads strategic, educational, and cultural planning and helps advance Canopy's women in leadership initiative. She excels at helping organizations define their "why" through collaboration and inclusive engagement.

Previously, Elise spent 15 years with Friends of the National Zoo (FONZ), rising from

intern to Director of Education Programs. She launched internal grants for staff, joined pan-Smithsonian planning efforts, and built cross-departmental strategies. She later co-founded Conservation Nation, creating youth leadership programs.

Elise teaches in AZA's Conservation Learning courses and has served as President of AAZK's National Capital Chapter and Education Co-Advisor for the Felid TAG. She holds a BFA in Theater from Carnegie Mellon University and an MA in Teaching: Museum Education from The George Washington University.



Case for Strategic Business Planning

At Canopy, we've led hundreds of planning efforts for mission-driven organizations like BBWS. One of the most important lessons: a strategic plan and master plan must be paired with a business plan to succeed.

The strategic plan sets direction; the master plan outlines physical needs. But only a business plan tests feasibility—how goals will be funded, staffed, and sustained over time. It ensures that big ideas are backed by operational and financial reality.

For wildlife sanctuaries, where resources are limited and mission integrity matters, a business plan helps prioritize investments, align staffing, and build a case for support. It's the key to turning vision into action—and ensuring that action is sustainable.

In order to deliver the financial elements that BBWS has outlined in this scope (budget models, financial profiles, pricing structure recommendations, income and revenue best practices), a full strategic business plan is needed.

Our Strategic Business Planning Approach

At Canopy, we believe that successful planning combines bold thinking with actionable strategies.

We ground our planning in mission, strategy, and in-depth organizational, market, and audience analytics, providing

business insights to drive data-informed decision-making. This holistic approach delivers unified, realistic, and achievable plans. We're experts at taking a myriad of inputs and turning them into a clear plan of action.

We accomplish our best work when diverse voices, perspectives, and skills intermix. That's why our approach is built on rich engagement with your community—including staff, Board, members, and supporters—and our community of experts and thought leaders. We offer numerous opportunities to suggest ideas, reflect on drafts, and share input into final products. This way, your team truly owns the work; your plan won't sit on a shelf, but will be an active decision-making tool for your team.

Ultimately, you are the authors of your plan. We approach our work as facilitators, listeners, and champions. We ask questions, shape conversations, offer outside-the-box thinking, and bring transparency and inclusivity to our process. We work closely with our clients to ensure that the project moves smoothly and efficiently, and that you feel the plan is uniquely yours.

We look forward to working with the Bay Beach Wildlife Sanctuary to create a strategic business plan that brings your mission to life.

Relevant Projects

Lincoln Children's Zoo: Integrated Plan

Lincoln, NE

Relevance: Canopy partnered with two design teams to deliver a strategic, master, and business plan for the Zoo. By developing these plans in a single, unified process, the Zoo was able to ensure that the principles identified in their new strategic plan were expressed in their site (via the master plan) and their economic architecture (via the business plan). The comprehensive process resulted in one of the boldest integrated plans that we've had the opportunity to facilitate. The Zoo's team was focused and invigorated, and the organization is now ready to build upon its storied history and soar into the next chapter.

Contact: Evan Killeen, Pres./CEO, ekilleen@lincolnzoo.org
Case study on our website: <https://canopysp.com/case-study/integrated-planning-lcz/>

Mckee Botanical Garden: Strategic Business Plan

Vero Beach, FL

Relevance: Building on best practices gleaned through a Blue Ribbon Panel and a site visit to a world-class garden, the project team envisioned a bold future for McKee. The resulting plan translated high-level aspirations into clear, measurable tactics.

Contact: Rochelle Wolberg, Executive Director, executivedirector@mckeegarden.org
Case study on our website: <https://canopysp.com/case-study/mckeebotanicalgarden/>

Monterey Bay Aquarium: Strategic Plan

Monterey, CA

Relevance: Process that accelerated the Aquarium's groundbreaking work to inspire the conservation of the ocean, and wove together elements of the existing conservation, inclusion, education, and sustainability plans. Fully engaged staff, volunteers, and Board.

Contact: Dana Allen-Greil, Chief Marketing Officer, dallengreil@mbayaq.org

Philadelphia Zoo: Strategic Plan

Philadelphia, PA

Relevance: Process that redefined the Zoo's purpose, mission, vision, values, setting it on a 10-year transformative course in five distinct, yet interrelated, impact areas that will reinforce the Zoo's standing as a cultural cornerstone of the city and a leader in wildlife conservation.

Contact: Jo-Elle Mogerman, President & CEO, 215.243.5201, mogerman.jo-elle@phillyzoo.org

Los Angeles Zoo: Strategic Plan

Los Angeles, CA

Relevance: Using a well-established mission and vision and a five-year conservation plan as a foundation, and ensuring unity and flexibility throughout the process, developed goals and objectives designed to advance a collective transformation as the institution moves through a period of transition.

Contact: Denise Verret, CEO & Zoo Director, 323.644.4261, denise.verret@lacity.org

Great Plains Zoo: Feasibility Study & Business Plan

Sioux Falls, SD

Relevance: Engaged twice by the Zoo in a period of 18 months to conduct two analyses: the first to assess the potential of the market and organization to support the addition of a standalone aquarium to the Zoo's campus; and the second to represent the Zoo's financial interests as the business planner during the development of a new 15-20 year master plan that included the addition of the aquarium.

Contact: Becky Dewitz, Pres. & CEO, bdewitz@gpzoo.org



Civil Engineering Partner: Mach IV

Mach IV is a consulting firm specializing in land development projects. We have been in business for 18 years and focus our services on site development projects, water resource engineering and infrastructure design. We are known for our small team of highly experienced professionals that partner with clients and lead them through our proven process to deliver fast-but-detailed results that adhere to local requirements and avoid unforeseen issues. Mach IV provides professional services throughout the country but the focus of our services is in Northeast Wisconsin. We have designed and permitted numerous projects involving stormwater management and sanitary sewer design including projects in and for the City of Green Bay. We implement the latest technology to provide creative solutions to infrastructure challenges that are sustainable, cost-effective and constructable.

List of Recent and Current Projects for the City

- Bridge and Arndt Street Re-design, City of Green Bay, Jim Brunette 920-448-3100
- The Woods at Bairds Creek, Green Viper and City of Green Bay, Jim Brunette 920-448-3100
- W.E. Hoban/Green Bay Drop Forge Survey and Due Diligence, City of Green Bay, Matt Buchanan. 920-448-3396
- JBS Plat, City of Green Bay, Stephanie Hummel, 920-448-3424

Project Team Members

Robert Mach, P.E. (WI, FL, MS)

Principal Professional Engineer
Experience: 30 years
Education: B.S. in Civil Engineering, Purdue University

Joel Ehrfurth, P.E. (WI)

Principal Professional Engineer
Experience: 30+ years
Education: B.S. in Civil Engineering, University of Wisconsin–Madison

Scott Harrig, P.E. (WI, TX)

Project Manager / Professional Engineer
Experience: 25+ years
Education: B.S. in Civil Engineering, Marquette University

Mathew Litchfield, P.E. (WI)

Project Engineer / Professional Engineer
Experience: 10+ years
Education: B.S. in Civil Engineering, University of Wisconsin–Platteville

Brandon Wegner

Survey Director / Survey Technician III
Experience: 12+ years
Education: Not specified

Andrew Cleveland, P.L.S. (WI)

Professional Land Surveyor
Experience: 30+ years
Education: Graduate, Northeast Wisconsin Technical College



Firm Location

2260 Salscheider Court
Green Bay, WI 54313
920.569.5765
rmach@mach-iv.com



Robert Mach, P.E.

Principal Professional Engineer

Mr. Mach has a B.S. in Civil Engineering from Purdue University and 30 years of experience in civil engineering. This experience includes water resource planning and design, single family and multi-family residential housing developments, subdivisions, stormwater management systems, commercial land developments, and flood studies. Mr. Mach's design experience includes feasibility studies, site investigations, preliminary and final design, preparation of construction contract documents and construction administration.

Education

B.S. Civil Engineering, Hydraulics and Hydrology
Perdue University, West Lafayette, IN
Chi Epsilon Civil Engineering Honor Society 1991-1995

Graduate Studies in Marine Environmental Engineering
University of Michigan, Ann Arbor, MI
1995-1996

Professional Affiliations/Memberships

Licensed Professional Engineer, State of Wisconsin, No. E-34742; State of Mississippi, No. 36248; State of Florida, No. 92388)
Member, American Society of Civil Engineers
Greater Green Bay Habitat for Humanity Board of Directors and Site Selection (Former)
Greater Green Bay Habitat for Humanity - Corporate Build Steering Committee (Former)
United Hurricanes Board of Directors (Former), Coach
Presenter at WSLS Conference



Partial Project Experience

Healthcare

- Bellin Psychiatric Center- Allouez, WI
- Sunrise Senior Care- Allouez, WI

Education

- Seymour Middle School- Seymour WI
- Franklin Middle School- Green Bay WI
- Hortonville Middle School Pond-Hortonville, WI
- Resurrection School, Allouez, WI

Government

- Nelligan Lake DFA - Town of Beaver, WI
- Lower Germania DFA- WDNR
- Mullet Creek DFA- WDNR
- Langlade Co Flowage/MOTL 1 of DFA- WDNR
- Navarino Marsh Pool DFA- WDNR
- Menominee Nation Cemetery Road Design- Keshena WI
- Village of Howard Erosion Control Inspection

Water Resources

- St. James Inn Dam Raceway Repairs
- Hidden Lake DFA
- Cedar Creek Watershed Flood Study
- Coleman Lake Club North Pond Dam Rehabilitation
- Meadowbrook Park Flood Study

Commercial/Industrial

- A&K Pizza Crust- Howard, WI
- Green Bay Converting- Green Bay WI
- Hattiesburg Paper- Packerland Expansion, Howard WI
- Green Bay Dressed Beef- Green Bay, WI
- Winona Foods- Howard, WI
- Stor-It- Grand Chute, WI
- Pacon/WSI- Appleton, WI
- Zambaldi Brewing- Allouez, WI
- Chemdesign- Marinette, WI

SECTION 6

Fee Schedule

Schedule of hourly fees and misc. charges that would apply if the PRF Department chooses to contract for additional services.



Hourly Rates

WDM Architects

Principal III.....	\$200.00
Principal II	\$165.00
Principal I.....	\$145.00
Professional Staff II	\$135.00
Professional Staff I.....	\$125.00
Technical Staff II	\$104.00
Technical Staff I.....	\$93.00
Administrative Staff.....	\$60.00

Canopy Strategic Partners

Anna	\$225.00
Elise	\$150.00
Harriet	\$225.00
Lori	\$225.00
Zach	\$275.00

Expense Items

Xerox Color Copies	11x17 1.25@
.....	.8.5x11 .75@
Plot Prints	1.10 per s.f.
Color / Mylar Plot Prints.....	2.50 per s.f.
Mileage	IRS Allowed Rate



SECTION 7

Proposed Schedule

Consultant shall address the proposed schedule specifically in their proposal and whether their firm can meet the time demands as proposed.



Adventure Playground, Warren Riverview Park, Derby, Kansas

Meeting your Proposed Schedule

Our team has the commitment and capacity to meet your proposed schedule beginning work on July 16, 2025 and submitting 100% complete strategic and master plan by June 4, 2026.

'Provide an urban wildlife refuge where people can interact with wildlife, plants, and other natural resources through environmental education and recreation'

Today's forward thinking conservation institutions realize that every action or interaction on their campus is an opportunity. Every element of their campus conveys a message. It is crucial to critically evaluate both the conscious and intended impacts, as well as the subconscious and unintended impressions that we create. As a team of designers, scientists, conservationists, and educators we can carefully craft a vibrant conservation center and a valuable community resource.

Comprehensive Team & Integrated Plan

Our team of zoological designers and strategic planners will bring a widely diverse range of experience and specialized knowledge in all critical facets of the master planning process. Our team includes experts in: zoological architecture, exhibit design, landscape architecture, campus planning, civil engineering, education, business development and data analytics. This group of passionate professionals is dedicated to collaborating with you to create an Integrated Master Plan which ties together all aspects of your operation aimed at furthering your mission.

Planning Approach

A successful plan begins with developing a relationship with you where creativity can naturally flourish. Listening and learning from you to truly understand your position, needs, challenges and goals is essential to delivering inspiring solutions which connect, inspire and involve your guests.

Our approach is to collaborate with you

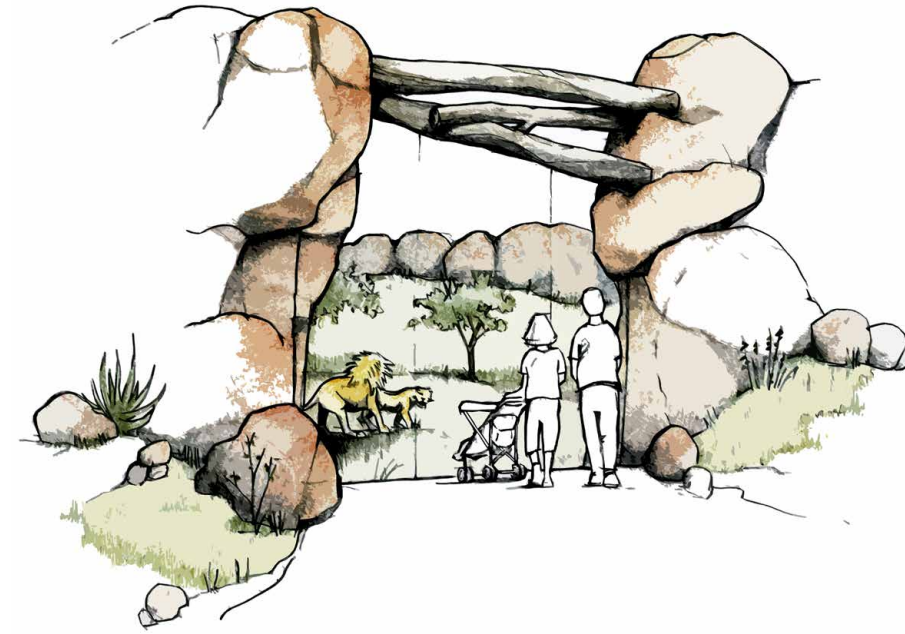
and your stakeholder groups in an open and inclusive manner: an approach which fosters communication and cooperation. Active interaction between the client team and the planning team creates meaningful development of ideas and results in a plan that is unique to the Bay Beach Wildlife Sanctuary.

Our team approach will be:

- Collaborative
- Solution-oriented
- Flexible

A **collaborative** team is vital to success. We will foster an atmosphere where we can effectively challenge each other's thinking and push each other further to uncover and maximize opportunities. On-site face time is a key component. We will not simply work in the vacuum of our office and generate our own ideas for you to approve. Our team will spend time at the Sanctuary with you. We will observe, listen, eat, imagine, dream, question, and discuss with you. The synergy created in a truly collaborative workshop will drive creative ideas and innovative solutions. We believe in the wisdom of the proverb, "if you want to go quickly, go alone. If you want to go far, go together."

Our team is **solution-oriented**. We meet challenges head on. We will always be proactive to seek out multiple possible solutions for any given situation. Inspired creativity thrives when confronted with challenging parameters. Keeping the main goals in view at all times, our team will leverage our combined experience, creativity and diligence to produce exciting, client centered solutions.



In everything, we will be **flexible**. Our team will bring passion, energy, resources and expertise; we will also be continually mindful that this is Bay Beach Wildlife Sanctuary's plan. We are here to support you in achieving your goals. We will be flexible at all times to ensure that we are best serving the needs and culture of your institution.

Management

Design and planning projects, at their core, are about problem-solving. Effectiveness and timeliness relies on having the right team and the right approach. Our team is balanced with a diverse group of professionals.

Our approach is to be:

- Transparent
- Holistic
- Consistent

We believe that **transparent** communication on all levels is key. Our goal is always to keep everyone fully informed at all times regarding: schedule, decisions, budgets, outstanding questions, action needed, and responsibilities for each. From the first workshop through the last we will lead intentional discussions. We will ensure that no team member lacks information about the process or next step. When everyone

from the city, Sanctuary, and design team is on the same page, the process will be effective and efficient.

Maintaining a **holistic** view is critical to success. There are many interconnected and simultaneously competing parameters that will define and shape the Master Plan. These include: animal welfare, guest experience, education messaging, conservation, construction cost, sustainability, revenue, etc. It is important not to become hyper focused on any one of these in isolation. We will continually evaluate each decision on its wider impact on the entirety of the plan. Our deliberate holistic management minimizes backtracking, maintains positive momentum, and helps to assure balance and integration of the plan.

The project team members will be **consistent** from beginning to end. There will not be a hand-off from one person to another. You will see the same designer at the first workshop and the final presentation. The overall primary point of contact will not change. Consistency is important to overall completeness and quality of the plan.

Collaboratively, we will develop a plan which is progressive, exciting and achievable.





WDM Architects P.A.

105 North Washington
Wichita, KS 67202

wdmarchitects.com
316.262.4700

Founded in 1980, WDM Architects P.A. has grown into a multi-disciplinary firm of professionals who are passionate about collaboration. Each of us works toward one goal: bringing the client's vision to life. WDM is engaged in projects across the country and in our own community. WDM Architects is licensed throughout the United States and are members of American Institute of Architects.





Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

July 30, 2025

PREPARED BY

Dan Ditscheit, Parks Director

AGENDA ITEM # E.3

Consideration with possible action on the approval of a Change Order for \$70,680 to ISG's contract for the engineering associated with the Leicht Park redevelopment.

BACKGROUND

The City hired ISG to complete the necessary architectural and engineering work associated with the redesign of Leicht Memorial Park. This design work includes a park shelter with restrooms and beverage concession stand, along with a stage. The site work design includes walkways, stormwater management, outdoor plaza space, seating areas, and site lighting.

The City is proposing to add to the scope of ISG's engineering services for a total cost of \$70,680. The engineering associated with this change order includes rip rap improvements to the Fox River shoreline within the park. The existing riprap is starting to sluff off down the shoreline slope. This was not known when the original scope of work for their contract was initiated. From a cost saving perspective, it is in the City's best interest to complete the necessary riprap repair work at the same time the rest of the park is under construction. In addition, through the design development process, it was determined that adding a waterfront staircase down to the water's edge was desirable. This waterfront staircase design was not included in their original scope of work.

The scope of work for these changes includes both the engineering and necessary permitting associated with the riprap repair and new waterfront staircase.

RECOMMENDATION

To approve.

FISCAL IMPACT

\$70,680 in TIF Funding.

ATTACHMENTS

1. Leicht 2025-07-09 ISG Work Order - Water Stairs & Erosion Control
2. Leicht 32208 2025-07-03 Geotech Investigation Request

Work Order

July 9, 2025 – Erosion Control and Water Stairs

Project:	Leicht Memorial Park Redevelopment Construction Documents		
Original Contact	Dan Ditscheit, PLA		
Taken By:	Danyelle Pierquet, PLA		
Ordered By:	Dan Ditscheit, PLA <i>Director of Parks, Recreation, and Forestry</i> City of Green Bay 100 North Jefferson Street #510 Green Bay, WI 54301 920.448.3381 dan.ditscheit@greenbaywi.com	Bill To:	City of Green Bay Parks, Recreation, & Forestry City of Green Bay 100 North Jefferson Street #510 Green Bay, WI 54301
Description of work:	Added scope to that described in AIA Document B101-2017 signed January 24, 2025 between the City of Green Bay and I & S Group, Inc. (ISG) for the Leicht Memorial Park Redevelopment Construction Documents project: (1) <u>Erosion control</u>: Engineering and design for erosion control along the edge of Leicht Park and under the landing area for the dock (see photos, last page). Erosion control measures are assumed to be included in Phase 2 along with the pavilion and associated site work. a. For permitting purposes, ISG assumes minor repairs are needed. A USACE Regional General Permit is anticipated. No DNR permitting is anticipated. Additional permitting will be required if more extensive removal and replacement of in-place riprap is requested. (2) <u>Water stairs</u>: Engineering and design of water stairs down into the water. Water stairs are assumed to be included in Phase 3 along with the stage and associated site work. To include: a. Documentation of bottom surface elevations near the shoreline via remote control HyDrone sonar boat. b. One additional round of design layout refinement by ISG's landscape architecture team to ensure placement and views are adequately leveraged. c. Coordination of locations for geotechnical borings. Excludes: Borings to be completed by City of Green Bay's preferred vendor. Services include survey, civil, structural, landscape architecture, and environmental design. ISG will provide construction documents signed by a professional licensed to practice in the state of Wisconsin. A dedicated development services coordinator will facilitate associated plan review and permitting.		

Work Order

July 9, 2025 – Erosion Control and Water Stairs

Fees:	Joint pre-application meeting with USACE and WDNR	\$1,750
	Construction Documents for Erosion Control & Water Stairs	\$61,930
	Preparation of USACE Regional General Permit application for Erosion Control *Additional permitting meetings billed hourly, reimbursables at cost plus 10%	\$2,500
	Construction Administration (submittal & RFI review) for Erosion Control (T&M, estimated)	\$4,500
	Total	\$70,680

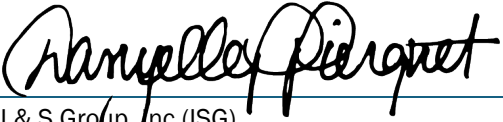
Future Fees: Fees for required permitting and construction administration services for the Water Stairs included in Phase 3 (Stage & Site) will be proposed via a separate work order when Phase 3 is funded to be constructed.

Completion Date:	- Erosion Control – With Phase 2 as described in 1/24/2025 AIA Document B101-2017 - Water Stairs – With Phase 3 as described in 1/24/2025 AIA Document B101-2017
------------------	--

Comments: This work order is governed by the terms of the AIA Document B101-2017 signed January 24, 2025 for the Leicht Memorial Park Redevelopment Construction Documents project. Completion of this work with Phases 2 and 3 assumes timely authorization of this work order.

A fee statement will be submitted monthly for on-going work on the project and immediately upon completion of the project unless otherwise indicated. All fees are to be paid within thirty (30) days after presentation. If the work is cancelled after the work has been started, payment for the work already performed shall be due and payable.

We will begin work as soon as a copy of this work order has been returned to us with an authorizing signature.


I & S Group, Inc (ISG)

July 9, 2025
Date

Authorized Signature

Date

Work Order

July 9, 2025 – Erosion Control and Water Stairs

Photos of erosion provided by City of Green Bay Parks, Recreation, and Forestry



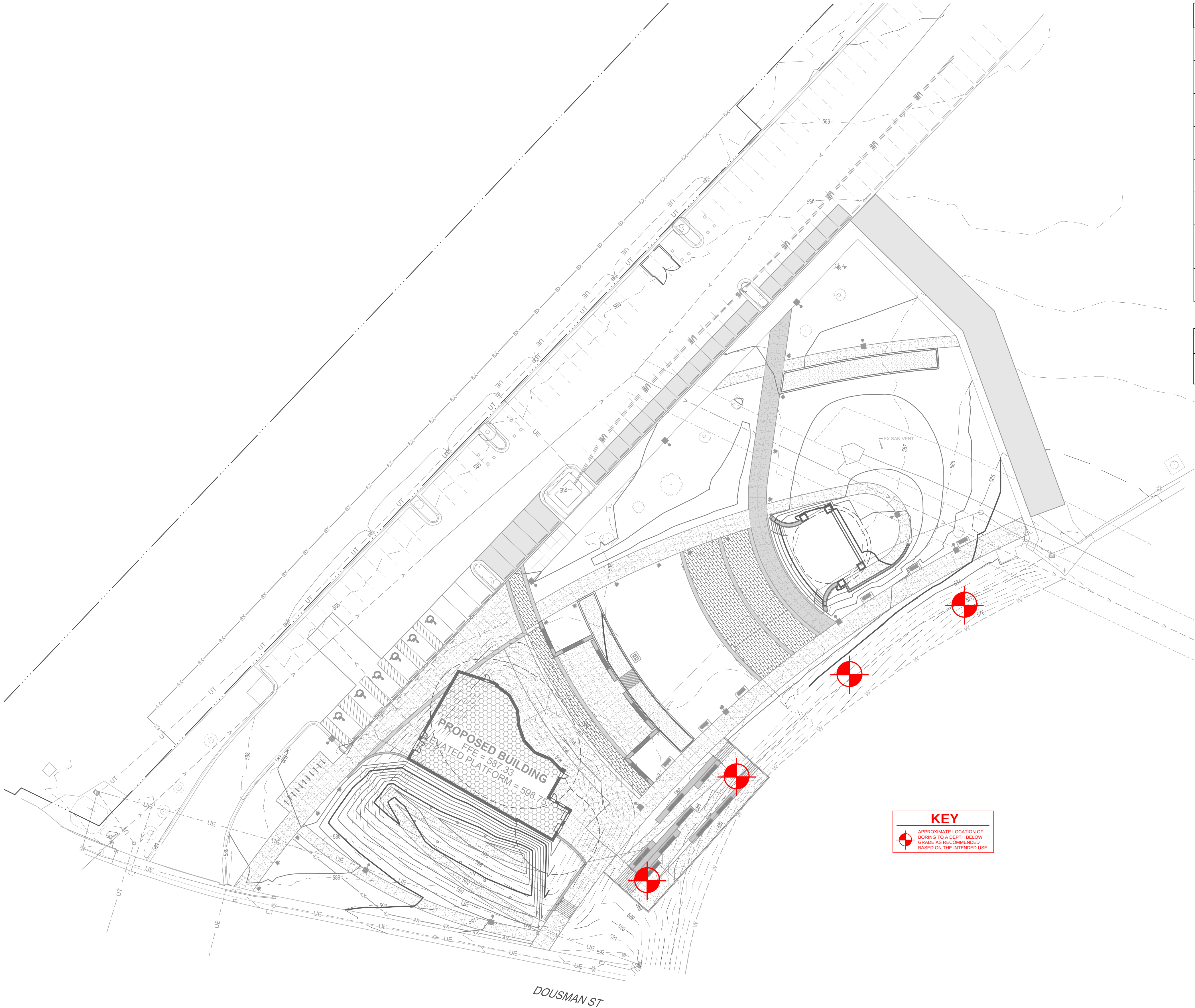
LEICHT PARK – WATER ACCESS AMENITY

This project will include the construction of a new water access amenity along the Fox River located at Leicht Park. This project will include the construction of concrete sidewalks, ramps, stairs, and water access landing(s) proposed to be supported on suitable soils, intermediate, or deep foundations as determined by the geotechnical investigation. Landing loads are not anticipated to exceed 100 to 200 pounds per square foot.

Below is a summary of submittal requirements:

1. Minimum of 4 Borings on the Property, refer to attached site plan for approximate boring locations.
 - a. All borings are intended for site development
 2. Boring depth recommendations should be provided by the Geotechnical Engineer.
 - a. Borings should be extended a minimum of 5 feet into suitable material.
 - b. The cost estimate should include the base scope provided, and costs associated with any alternately recommended scope along with a unit rate to extend borings beyond the planned termination depths if unsuitable soils are encountered at the anticipated termination depth.
 - c. Seal borings in accordance with state and local regulations.
 - d. The geotechnical engineer should provide private utility locate services as felt required to provide borings
 3. Logs of the borings including:
 - a. Penetration resistance data;
 - b. Associated laboratory testing;
 - c. Sample retrieval depths; and
 - d. Groundwater measurements.
 4. Recommendations for:
 - a. Net allowable bearing capacity for spread footing foundation design;
 - b. Net allowable bearing capacity for continuous wall footing foundation design;
 - c. Recommendations for an alternative foundation system if found necessary;
 - d. Recommended lateral loads for retaining wall design;
 - e. Anticipated length and resistance for deep or intermediate foundations;
 - f. Anticipated settlement (total and differential);
 - g. Waterfront access amenity pad preparation;
 - h. Backfill/fill material, placement and compaction (whether on site material can be used for engineered fill);
 - i. Soil conditions that may impact construction;
 - j. Anticipated depth to groundwater (groundwater at time of drilling and anticipated seasonably high elevation);
 - k. If expansive soils are present, analyze any special design requirements;
 - l. Dewatering if found necessary; and
 - m. General overview and recommendations for the construction and development of the property.
 5. Schedule for deliverables:
 - a. Drill rig mobilization;
 - b. Preliminary recommendations including draft logs; and
 - c. Final report.
-

PLOT DATE: 5/10/2025 2:02 PM



GRADING LEGEND	
	EXISTING CONTOUR (MINOR INTERVAL)
	EXISTING CONTOUR (MAJOR INTERVAL)
	PROPOSED CONTOUR (MINOR INTERVAL)
	PROPOSED CONTOUR (MAJOR INTERVAL)
	PROPOSED SPOT ELEVATION
	PROPOSED TOP BACK OF CURB SPOT ELEVATION
	PROPOSED TOP OF RETAINING WALL (T/W) AND BOTTOM OF RETAINING WALL (B/W)
	SURFACE GRADE / DIRECTION

GENERAL GRADING NOTES
PROPOSED CONTOURS SHOW FINISHED GRADE ELEVATIONS. BUILDING PAD AND PAVEMENT HOLD DOWNS ARE NOT INCLUDED. WHEN CONSTRUCTING BUILDING PADS WITH A HOLD DOWN, GRADE AREAS TO ENSURE POSITIVE BUILDING PAD DRAINAGE.



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PROJECT

**PARKS #-YY LEICHT
MEMORIAL PARK**

**SITE GRADING &
STAGE**

GREEN BAY WISCONSIN

REVISION SCHEDULE		
DATE	DESCRIPTION	BY

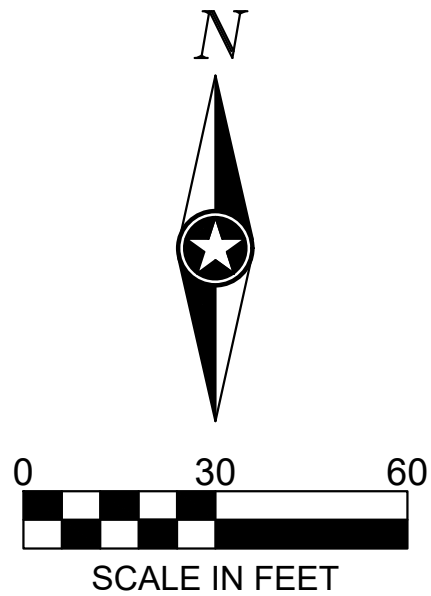
PROJECT NO.	25-32208
FILE NAME	32208 C4-GRADE-3
DRAWN BY	MNA
DESIGNED BY	---
REVIEWED BY	---
ORIGINAL ISSUE DATE	--/--
CLIENT PROJECT NO.	-

TITLE

GRADING PLAN

SHEET

C4-10



PRELIMINARY NOT FOR CONSTRUCTION PRELIMINARY NOT FOR CONSTRUCTION



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

July 30, 2025

PREPARED BY

Dan Ditscheit, Parks Director

AGENDA ITEM # E.4

Consideration with possible action on hiring Somerville to design and create construction bid documents for the JBS Barn for a total cost of \$122,700.

BACKGROUND

The City Council recently approved ARPA funding to construct a barn facility at the JBS site. The scope of work includes barn conceptual design, site design, architectural services, engineering services, development of construction bid documents, cost estimating, permitting and construction administration.

The proposed 3,500 square-foot barn will support the adjacent farm operations. Key interior spaces will include a 1,500 square-foot food processing room and two public family restrooms. Both will require a year-round functionality. The remaining area will house two walk-in-refrigeration coolers, and an electric produce truck and a tractor. The exterior will include a covered porch area and a produce wash station. The barn's aesthetics will seamlessly blend with the character of the newly developed JBS site. There will also be solar panels installed on the roof. Wello has secured a grant to provide the equipment that will be housed in this building.

The total budget for this project is currently at \$359,000 in ARPA funding, with \$310,000 allocated for the design and construction of the barn and \$50,000 allocated for the solar panels. It is not anticipated that there will be enough funding available for the construction of the bathroom portion of this building. Staff initially requested additional ARPA money to go towards the bathroom construction. The City Council directed staff to provide additional information to support this request. After hiring the consultant, staff will present the City Council with the preliminary concepts and cost estimates to see if there is an interest in funding the public restroom portion of this project. If additional funding is not allocated, we will only proceed with the barn portion of the project.

The Parks Department sent out a request for proposals to 7 consulting firms. Only 2 companies provided proposals. GRAEF quoted a total price of \$117,750 and Somerville quoted a total price of \$122,700. After a thorough review of both proposals and the completion of consultant interviews, Green Bay staff along with Wello, recommends awarding the project to Somerville. Their proposal demonstrated a clear design process and a strong understanding of the light food processing requirements planned for the space.

RECOMMENDATION

To approve.

FISCAL IMPACT

\$122,700 in already approved ARPA funding for this project.

ATTACHMENTS

I. City of Green Bay - JSB Barn Development Proposal_Somerville_FINAL

JULY 21, 2025



somerville

architects
engineers

PROPOSAL FOR:

Architectural &
Engineering Design
Services for JBS
Barn Development

**City of
Green Bay**



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July 21, 2025

Emma Browne, PE
Civil Engineer
City of Green Bay Department of Parks, Recreation and Forestry
100 N Jefferson Street, Room 510
Green Bay, WI 54301

Dear Ms. Browne,

The City of Green Bay has started an exciting journey to provide facilities that will continue to meet the needs of our community for generations to come. The JBS Barn Development project represents an important step in that journey, and Somerville’s team has the experience to study, plan, design, and deliver creative ideas and solutions that will **fit the budget and create consensus**. As professionals in the architecture and engineering sector in Northeast Wisconsin, we want to use our talents and efforts to do more than just design structures and environments, we want to help contribute to the success of our community for generations to come.

Somerville is one of Wisconsin's largest employee-owned providers of **integrated architecture, engineering, interior design**, and construction administration services. We have been in business since 1946 and have had the opportunity to serve many of Wisconsin’s cities, villages and municipalities, including the City of Green Bay. One of Somerville’s greatest assets is the flexibility and sensitivity to respond to each individual aspect of your project. The expertise and talent of our professionals provides a strong foundation for every project. Our team balances technical expertise with decades of hands-on experience as facility planners and designers. As such, we will present for your consideration the most **current industry trends, design concepts, and engineering solutions**.

We hope the enclosed information adequately conveys our interest in your project, as well as our team's qualifications to execute it to your satisfaction. Somerville's expertise, long history, depth of staff, and solid financial stability will ensure that our firm and its personnel will be a resource to the City of Green Bay for years to come.

Thank you for this opportunity.



Matthew J. Schachtner, NCARB, AIA
Principal-in-Charge | President
mschachtner@somervilleinc.com | 920-593-3839

 **Somerville, Inc.**
2100 Riverside Drive, Suite 300 | Green Bay, Wisconsin 54301
920.437.8136 | somervilleinc.com

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NTC WAUSAU CULINARY LAB REMODEL



HEADQUARTERED
Green Bay
WISCONSIN

Somerville, Inc.
2100 Riverside Drive
Green Bay, WI 54301-2390

Phone 920.437.8136
Fax 920.437.1131

somervilleinc.com

EST. 1946
WE'VE BEEN IN
BUSINESS FOR
79 Years



EMPLOYEE-OWNED
CORPORATION



SOMERVILLE BUSINESS INFORMATION

At Somerville, we believe that design matters, not only for building systems and structures, but also in the assembly of our team. Our innovative, engaging, and creative projects begin with our outstanding staff. The idea “design matters” begins with a strong employee foundation and a belief that each employee you interact with matters to you and your project.

PRINCIPALS

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Melanie Parma
Senior Vice President & Director of Client Relations
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PRIMARY CONTACT

Dan Wiitanen, AIA, LEED® AP | Associate | Senior Project Architect
dwiitanen@somervilleinc.com | 920.593.3863

SOMERVILLE STAFFING

In-House Architectural Personnel

Registered Architects	9
Project Managers	5
Architectural Designers	3
Drafters	3
Interior Designers	2

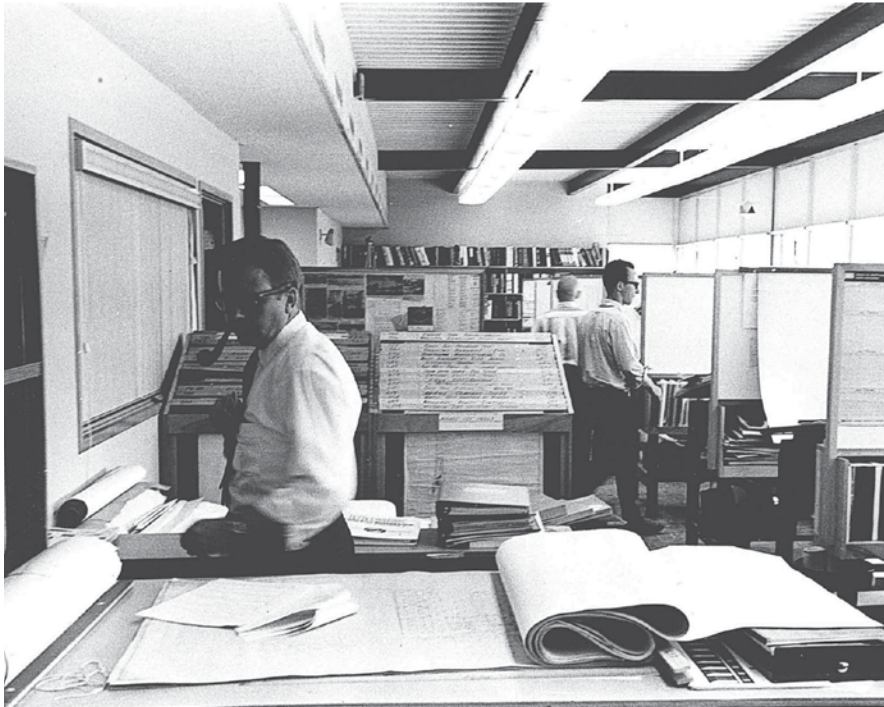
In-House Engineering Personnel

Mechanical	5
Electrical	4
Plumbing & Fire Protection	1
Drafters	4

Support Personnel

Construction Phase Services	2
Production/Quality Control	1
Marketing/Business Development	4
Administrative	3

Total Number of Employees **46**



our story

1946



Somerville, Inc. was founded in 1946 by **John E. Somerville** to deliver professional Architectural/Engineering (A/E) services and a quality customer experience.

Success was met early on by Somerville's dedicated team with the completion of numerous commercial and industrial projects. Word of our success quickly spread throughout northeast Wisconsin, expanding Somerville's client base to include civic, cultural, life, healthcare, corporate, and our largest market today, education.

Since 1946, our team has continued the tradition of **designing beautiful facilities that are landmarks in their communities**, the most notable being the original Lambeau Field built in 1957 and its 2003 renovation. Performing an important role in the growth of many of the Midwest's largest and most recognizable companies and organizations, Somerville's service base grew to fulfill the demands of diverse client base. We take great pride in the variety of projects we have completed, and our broad experience across different markets informs every design we create. We have built our reputation by designing **attractive, well-engineered, energy-efficient buildings** of all types while maintaining established budgets, schedules, and relationships.



TODAY

One thing is for sure, **Somerville isn't your typical architectural and engineering firm.**

We've been in business for almost **eight decades**, and in that time, we've created thoughtfully-designed and inspiring buildings for clients in a wide range of industries. But we've also built something more important – a reputation for listening to our clients, responding with innovative designs and then completing projects on time and on budget. Maybe that's why **94% of our clients have returned to us** time and again, trusting us to complete more than 7,900 projects.

Of course, our clients also appreciate that we're **employee-owned** and that they know they can count on our team to take pride in designing solutions that will serve their needs now and well into the future. Many clients also point to **how easy we make the design and construction process** - Somerville offers a comprehensive range of architectural, engineering and interior design services all under one roof.

Whatever your reason for choosing Somerville for your next project, one thing is for sure – you'll be pleased with the results.



SOMERVILLE'S QUALIFICATIONS



ARCHITECTURE

Our approach to design is simple. You have a goal for your next building project, and our job is to help you achieve and even **exceed that goal** – often in ways you never dreamed possible.

To do that, we begin by getting to know you and your business or mission.

We ask questions. We learn about your unique goals and challenges and we share our seven decades of insight learned through similar challenges and design.

Then **we respond with thoughtful and innovative design solutions** created especially for you. Our process is interactive; we take the time to listen again to your feedback and suggestions. In fact, we encourage that give-and-take throughout the design and construction process because we understand that no one knows your business or mission like you do. In the end, we've created not only a great space but **a lasting relationship with you**. Perhaps that's why so many of our clients have returned to us for project after project.



ENGINEERING

It's simply not enough for a building to enhance your organization's image and purpose. It also has to be **comfortable, safe and as efficient** as possible to operate and maintain.

Our in-house staff includes LEED-accredited engineers and designers — from **electrical, plumbing and fire protection** design to **HVAC**, air quality, and sustainable "green" energy systems. Our engineers and architectural team collaborate and work closely with each other, applying the **latest systems and technology** to create a seamlessly integrated infrastructure plan for your building that provides maximum comfort, efficiency, and reliability.

What's more, **our engineers understand that your needs can grow**. They design with an eye toward making future expansion easy and inexpensive – at Somerville, **we're always thinking ahead**.



INTERIOR DESIGN

It's one thing to design a space. It's quite another to **design an environment** – how the space feels, how people move through it, and how the space can be used to promote productivity while contributing to your organizational goals.

Interior design is about **integrating your brand with the built environment** to create a memorable experience. Elements like material, image, color, texture, pattern, and illustration are aligned with architectural features to convey a specific feeling or create a distinct experience.

Throughout the design process, we can help you **visualize the environment** and propose ideas, ensuring you get a real sense of how your final environment will look and feel before construction even begins.

Our interior design team provides **solutions that are creative**, environmentally progressive, and provide a lasting impact unique to your vision, mission, and goals.

ENVIRONMENTAL GRAPHICS

Environmental graphic design is about **integrating a story or a brand with the built environment** to create a memorable experience.

Environmental graphic design in its most basic explanation **unites architecture with visual elements of a brand**. But it is much more than that. Environmental graphics help create a sense of comfort and inspiration in a hospital, provide words of encouragement to students in a school, and give businesses eye-catching displays that promote their brand.

Images, color, patterns, illustrations, and typography are integrated with architectural features to **convey a specific message or create an experience**. The message and experience can vary greatly – from informing building occupants how to interact with the space, to inspiring the people who inhabit it.

Our team of environmental graphic designers help you **communicate stories, inform people, activate spaces**, and organize places for efficient navigation.



MARKET on Military

PROJECT
experience



1,200+

CIVIC + LIFE + CULTURE
PROJECTS IN
OUR PORTFOLIO



Less than 2%

AVERAGE CHANGE
ORDER RATE **VS.**
5% INDUSTRY AVERAGE



350+

CIVIC + LIFE + CULTURE
CLIENTS



94%

REPEAT CLIENTS

Libraries.

Community Centers.

Cherished NFL stadium.

At first, they may not seem to have a lot in common. But they share the same goals—provide a place for you, your family and your friends to **gather and create memories to last a lifetime**, all while being an efficient and hassle-free operation for owners.

To satisfy these roles, Somerville designers seek the feedback of both the people who will use these facilities and the people who will run them. That's why, before we ever set pen to paper, Somerville's design approach begins with listening to you. **Then Somerville responds with ideas to surprise and delight.** It's an approach that has made Somerville a proven crowd-pleaser.

Market Building (Conceptual Design)

MILITARY AVENUE BUSINESS ASSOCIATION

Green Bay, Wisconsin

Somerville is partnering with Military Avenue, Inc. to design a **vibrant, community-focused Market Building that will serve as a year-round destination for vendors, events, and recreation**. At nearly 10,000 square feet, the open-concept multipurpose room is the heart of the building—designed to host everything from seasonal markets and public gatherings to wellness classes and recreational activities like pickleball. Gym wall padding and dedicated court striping ensure the space remains safe and flexible for all types of users.

Supporting spaces include a **warming and catering kitchen**, restrooms with interior and exterior access (**plus a family restroom**), and a dedicated office and conference room. Whether the building is hosting a farmers market, food truck rally, or community meeting, the layout is **designed for seamless transitions and multiple concurrent uses**. A coiling shutter serving window offers additional functionality for indoor market operations, and truck access with drive-around circulation makes vendor loading and unloading efficient and convenient.

The building's architecture reflects a thoughtful blend of tradition and functionality. Brick, steel, and corrugated metal panels give the structure a durable and industrial look, while large glass overhead doors and clerestory windows invite natural light and fresh air into the interior—capturing the open-air atmosphere of an outdoor market while maintaining year-round usability. Custom signage and artwork elements will help celebrate the identity of Military Avenue and its surrounding neighborhoods.

Outdoor spaces are just as important as the interior. **Front and rear patios offer flexible gathering areas**, while the building's placement and circulation plan are carefully integrated with the adjacent Murphy Park. The design preserves existing tree root systems to support sustainability goals and creates strong pedestrian connections to the surrounding trail network. The site also includes trailer parking and pedestrian-friendly routes through the parking lot, ensuring **safe and accessible access for all users**. The result will be a dynamic, community-driven destination that supports local business, recreation, and connection.

Facility Highlights

- Project Cost: Est. \$4.9 Million
- Total Square Feet: 12,000 SF
- 10,000 SF multipurpose room
- Family restroom
- Somerville services provided: architectural, mechanical, electrical, plumbing, fire protection, and interior design



RELEVANCE TO YOUR PROJECT:

- Community gathering space
- Kitchen space
- Family restroom
- Storage space



Culinary & Agricultural Facilities

NORTHCENTRAL TECHNICAL COLLEGE

Various Locations in Wisconsin

Somerville has proudly partnered with Northcentral Technical College since 2006, completing more than 120 projects across its campuses. Our work has helped NTC expand hands-on learning environments that support student success and community engagement.

Recent **culinary and kitchen-focused projects** highlight NTC's commitment to real-world education and farm-to-table values:

The Dining Room Addition: A 2,800 SF glass-wrapped space adjacent to the Culinary Lab, designed to function as a classroom, public dining venue, or both. The greenhouse-inspired design reinforces NTC's focus on sustainability and farm-to-table education. Locally crafted wood finishes were provided by the college's own Wood Technology Center of Excellence.

Culinary Lab Remodel: Serving as the heart of NTC's culinary program, this space supports hands-on instruction and prepares meals served in the adjacent dining room, enhancing the student experience from kitchen to table.

Meat Processing Lab: A 2,300 SF transformation of a former classroom into a specialized lab where students gain hands-on experience in meat processing, packaging, and retail sales. The space includes a walk-in refrigeration cooler and a public-facing retail counter, supporting NTC's farm-to-table curriculum and offering students practical, real-world training.

Gathering Center at the Agriculture Center of Excellence (conceptual design): A 3,300 SF event space designed to showcase agricultural programs and welcome the broader community. The aesthetic ties into the rural character of the campus and complements the surrounding barn and ag buildings.

Through each project, Somerville supports NTC's mission to provide exceptional education and career-focused training—shaping the future of workforce development across Wisconsin.

- Somerville services provided: master planning, facility assessment, curriculum-based programming, architectural design, mechanical / electrical / plumbing / fire protection engineering, interior design, & construction administration

RELEVANCE TO YOUR PROJECT:

- Community gathering space
- Food processing space
- Walk-in refrigeration cooler
- Kitchen space
- Storage space



DINING ROOM



MEAT PROCESSING LAB



MEAT PROCESSING LAB



GATHERING CENTER



CULINARY LAB



MEAT PROCESSING LAB

The Grand Garden Expansion

GREEN BAY BOTANICAL GARDEN

Green Bay, Wisconsin

In early 2016, the Green Bay Botanical Garden set out to complete another major phase of their long-range master plan: the Grand Garden. This newly created area adds several amenities to the Gardens and also provides a **space for people to come together** and enjoy an outdoor performance.

Together, our design team and the Botanical Gardens staff held a community stakeholder workshop and a visioning session, involving over 100 people from throughout the region. During these events the attendees provided their dreams and visions for the project, and it was this feedback that helped to bring the expansion project from a master plan to a reality.

The first structure is an overlook arbor, which acts as the main entrance to the amphitheater seating area and can be used for event seating or rented out for private functions during a performance.

The second building is an amphitheater that not only provides a covered stage area, but also incorporates a private green room for performers and the connections needed to support the electrical demands of a larger show.

The concessions building, **includes a catering kitchen, a multi-purpose room, concession sales, and public restrooms**. This building is also surrounded by **outdoor patio space** that can be used for seating and various events.

The final building is a small wedding and event pavilion that overlooks the stage and can also be used during performances as a private seating area. The Garden's magnolia collection has been relocated around this structure and its tree-like design echoes their form.

In the end, the Grand Garden came to house four new structures as well as additional pathways. In addition, 11,500 perennials and grasses, and 1,500 trees and shrubs were planted by volunteers.

Project Highlights

- Project Cost: \$3.1 Million
- Completion Date: August 2017
- Total Square Feet: 3,087 SF and grounds
- 725 square foot covered storage
- Outdoor seating for over 1,500 people
- Use of natural materials that will age and weather in place
- Somerville services provided: architectural, mechanical, electrical, plumbing, fire protection, and interior design



RELEVANCE TO YOUR PROJECT:

- Community gathering space
- Covered porch
- Kitchen space
- Storage space
- Outdoor space



New High School

MENOMINEE INDIAN SCHOOL DISTRICT

Keshena, Wisconsin

The new Menominee Nation High School is an inspiring blend of cultural heritage, modern design, and educational innovation.

From the outset, the design team worked closely with the Menominee Cultural Design Committee. The goal was to create a school that would not only meet modern educational standards but also embody the cultural values and traditions of the Menominee Tribe. This collaboration resulted in a building rich with cultural symbolism and thoughtful design elements.

As you enter the school, the welcoming commons area immediately sets the tone for a vibrant learning environment while also immersing you in Menominee culture. Here, a symbolic flock of birds is strung from the ceiling, representing the journey of students as they grow and learn. The commons also features metal art pieces representing the Menominee's five clans—the wolf, crane, eagle, bear, and moose—attached to a wood feature wall.

The commons seamlessly connects to the welcome center and the innovation center, both of which feature operable glass walls that can be opened to create larger **spaces for community events and gatherings**. The building's design also incorporates elements that reflect the Menominee community's connection to the nearby Wolf River.

The school has three academic wings stemming from a circle intersection with a symbolic tree surrounded by built-in bench seats. Each wing is dedicated to different core subjects and features flexible classrooms that can be reconfigured to suit various teaching and learning styles. Collaboration rooms are strategically placed throughout the corridors, providing additional group work and interactive learning spaces. The science wing features a large corridor graphic that highlights aquaponics, forestry, chemistry, and the nearby Wolf River.

The high school is not just a place for traditional academic learning; it also focuses on preserving and promoting Menominee culture. The school features dedicated **classrooms and labs for traditional Menominee arts, language, aquaponics, agriculture, and animal harvesting**.

Sustainability is a core value of the Menominee tribe, and this is reflected in the building's geothermal heating and cooling system. This system reduces the school's carbon footprint and contributes to significant energy savings. Large glass windows allow natural light to flood into almost every room, creating a bright and inviting atmosphere.

The Menominee Nation High School is more than just a place for academic learning; it is a **community resource designed to foster a sense of belonging and pride** among students and staff. With its innovative design, sustainable features, and state-of-the-art facilities, the school will inspire future generations of Menominee students to embrace learning and take pride in their heritage.

Facility Highlights

- Construction Cost: \$49 Million
- Completion Date: August 2024
- Total Square Feet: 114,500 SF
- Pre-referendum planning and community engagement
- **Large multi-functional tech ed and science labs, including areas for woods, metal, and agriculture**
- Core classroom wings have collaboration pods throughout, as well as flex spaces for collaboration
- Special education areas with space for life skills training, restrooms, and small breakout meeting spaces
- Attached field house with 3-station gym, fitness center, and locker rooms
- Somerville services provided: architectural, mechanical, electrical, plumbing, fire protection, interior design, and environmental graphics



RELEVANCE TO YOUR PROJECT:

- Food processing space
- Walk-in refrigeration cooler
- Solar panels
- Kitchen space
- Storage space
- Outdoor space



ADDITIONAL KITCHEN PROJECT EXPERIENCE

STEM Innovation Center **BROWN COUNTY / UWGB CAMPUS**

Green Bay, Wisconsin

The Brown County STEM Innovation Center is a dynamic, multi-purpose facility on the UW-Green Bay campus that brings together the University's Richard J. Resch School of Engineering, Brown County offices, non-profit organizations, and community partners. Designed to foster collaboration and innovation, the building features flexible learning spaces, shared resources, and modern amenities that support a wide range of STEM-focused education, outreach, and research.

Among the many collaborative spaces within the STEM Innovation Center is an **instructional kitchen** shared by University faculty and Extension Brown County staff. The space supports hands-on learning for students in the Nutritional Science and Dietetics program and serves as a base for the FoodShare education program, which prepares healthy food samples for distribution to area schools.

Project Completed: August 2019 | **Construction Cost:** \$14.45 M | **Area Dimension:** 63,000 SF



Daycare Center Remodel **ENCOMPASS EARLY EDUCATION AND CARE**

Oconto Falls, Wisconsin

Encompass Early Education has expanded its services to the Oconto Falls community. The former office space was converted into a state-of-the-art care and education facility that serves 140 children and created over 20 jobs in the Oconto Falls community. The previous interior spaces were demolished and reconfigured to accommodate the early education programming needs. New features such as an elevator, a full sprinkler system, and a new front entry vestibule were added to meet current codes and standards for childcare facilities.

The building also has a **commercial kitchen space**, where Encompass staff can prepare fresh and nutritious food on-site for the children. Additionally, the building has a meeting space and a staff breakroom, as well as a community room that can be rented out or used for services brought in for the children, such as dental care.

Project Completed: June 2024 | **Construction Cost:** \$2.5 M | **Area Dimension:** 10,733 SF



Middle-High School Addition & Renovation **LUXEMBURG-CASCO SCHOOL DISTRICT**

Luxemburg, Wisconsin

As part of a larger addition and renovation project, our team **remodeled and expanded the existing kitchen** at the Luxemburg High School to accommodate additional students when adding the middle school to the building. The kitchen was expanded into existing space to accommodate a **new walk-in freezer and coolers**. The existing concrete slab was removed to allow the freezer and coolers to be recessed so kitchen carts could easily be wheeled into them for efficient use of the space.

Project Completed: August 2020 | **Construction Cost:** \$18.7 M

Area Dimension: 70,900 SF Addition / 37,400 SF Renovation



Cafeteria and Dining Remodel

BELLIN HEALTH

Green Bay, Wisconsin

In early 2020, Bellin undertook construction within their main lobby to move their hospital cafeteria and dining area from the third floor of their hospital. The design intent was to locate their cafeteria within the high traffic hub of their main lobby. This aided immensely with visibility and wayfinding and greatly increased their food offerings. The 3,000 square foot cafeteria houses multiple food serving stations offering a full cook line, plug and play cook station and a gas fired pizza oven. The space also included a full cooler for beverages and a station for fountain drinks. Tucked behind the cook line, a full dishwashing station was incorporated to minimize the transport of dishware.

Adjacent to the cafeteria space, a renovated 1,600 square foot dining area provided easy access off the main lobby. The dining space includes a mix of seating options from booth seating to high and low tables and chairs to give users the flexibility and comfort. The relocation of the cafeteria and associated dining area has been a successful patient, visitor and staff satisfier that has greatly energized the use of the main lobby.

Project Completed: November 2020 | **Construction Cost:** \$9.9 M | **Area Dimension:** 32,668 SF



Food Service & Student Development Center Design Feasibility Study

UW-OSHKOSH / FOX CITIES CAMPUS

Appleton, Wisconsin

UWO – Fox Cities needed to provide more food services and choices to their students. An addition and remodel is required to upgrade and expand their existing food service, recreation and dining areas. This new 3,500 square foot addition to their existing food service wing will include the required kitchen equipment and workspace to accommodate the new service offerings. The project also includes remodeling approximately 11,000 square feet of the existing building for a new dining area, student recreation space, study areas and student organization offices to fulfill the vision of a new Food Service and Student Development Center.

PROJECT FEATURES:

New food service and preparation addition to more effectively and efficiently serve the campus

- Food service and prep area to accommodate the current students, faculty and staff on campus as well as future growth where potentially 750 to 1000 meals can be served per day
- Food service will have the ability to cater events on site rather than to be served remotely from the main UW Oshkosh campus
- Food service equipment to allow the new food volumes along with new and different choices that today's and tomorrow's students will demand

Remodeled areas creating a destination space on campus that is open and welcoming to not only campus occupants but also the surrounding community

- Coffee Shop and "Grab and Go" areas for quick service and additional choices
- New student commons area that will serve as dining, performance, lounge, study and event space
- New recreation area directly accessible from the student commons with glass walls to fully take advantage of natural light through the existing building's exterior openings
- Student mezzanine feature that will function as an additional lounge, dining, study area
- Private glass-walled study and conference rooms for student, staff and faculty use
- Open lounge zones that include features such as booths and a fireplace creating distinct and interesting spaces for student use
- New Student Organization offices that will be directly accessible from the main campus corridor which will aid in visibility and encourage student involvement



ADDITIONAL KITCHEN PROJECT EXPERIENCE

Student Success Center **NORTHEAST WISCONSIN TECHNICAL COLLEGE** Green Bay, Wisconsin

NWTC recognized the idea that student life and learning are not separate activities and knew that they needed to enhance student engagement to improve learning. Learning often occurs when multiple students meet, study and share their ideas about classes, projects, and homework outside of the traditional classroom. The design of the Student Success Center promotes collaboration between many different students who are pursuing various degrees, improving their success by joining multiple disciplines and ideas together.

- Student lounge with a fireplace and social area, multi-use collaborative spaces, **culinary labs**
- Modern learning environment
- **Large kitchen, serving and dining area**
- New student success center and welcome center
- Multi-care reception area based on the “concierge model” with kiosks
- Large conference rooms and small gathering rooms for students
- Extensive use of glass, creating engaging, welcoming and collaborative spaces

Project Completed: August 2017 | **Construction Cost:** \$1.49 M | **Area Dimension:** 17,940 SF



Elizabeth Waters Residence Hall Renovation **UNIVERSITY OF WISCONSIN – MADISON** Madison, Wisconsin

The goal of the Elizabeth Waters higher education student residence hall renovation project was to improve the overall efficiency and usability of the space, which was hampered by mechanical failures and little flexibility in design. The scope was split into three phases of work: food service, infrastructure, and terrace/patio. The first phase of the project upgraded the traditional serving line to a retail/marketplace operation. To create this space, the HVAC and electrical systems required to support the area were replaced, including, exhaust hoods, make-up air units and heating/air conditioning units. The east/west seating areas received new finishes including lighting, ceiling work, carpet replacement, and paint. The existing four freezers, two dry storage rooms and the kitchen were completely demolished to make way for one **large open freezer, a separate cooler, and an expanded dry storage room** and open kitchen with a freight elevator. Phase two was more concerned with resident rooms and common areas, including the replacement of the heating system with hot water heating and individual temperature controls, air conditioning in common areas, new passenger elevator, upgraded doors and hardware, new paint, carpet and flooring. Phase three of the project entailed renovating and re-landscaping the north patio and terrace.

Project Completed: September 2016 | **Construction Cost:** \$12.15 M

Area Dimension: 13,800 SF Food Service Space / 143,600 SF Overall Renovation



Kitchen Expansion

BELLIN HEALTH

Green Bay, Wisconsin

Somerville and Bellin Health recently completed relocating their commercial kitchen from the 3rd floor of the Van Buren building to a new 13,300 SF 5th floor vertical expansion of the courtyard building (current roof). In addition to the **new commercial kitchen build-out**, the vertical expansion also houses office space, a fitness area, toilet rooms and storage. The southeast elevator of the courtyard building was extended to the 5th floor for delivery and supply access. The new kitchen includes an almost 300 SF **walk-in freezer, two expansive walk-in coolers, multiple dry goods storage rooms as well as large kitchen** and separate dish washing area.

Project Completed: July 2020 | **Construction Cost:** \$2.5 M

Area Dimension: 11,800 SF Renovation



Culinary Lab Remodel

MID-STATE TECHNICAL COLLEGE

Wisconsin Rapids, Wisconsin

In response to growing student interest in the culinary arts, Midstate Technical College add a new program to their curriculum. Featuring (6) student work stations, each with a large gas cooktop and oven, and prep table. Windows in the kitchen face the campus's main corridor as a way to increase student the awareness of the program. Located across from the main commons, the kitchen is connected directly to a new café space featuring seating for 50 persons, a 8 person bar, and display oven/prep area for made to order pizzas.

Project Completed: December 2021 | **Construction Cost:** \$1.02 M | **Area Dimension:** 5,100 SF



Lambeau Field Dining Projects

GREEN BAY PACKERS

Green Bay, Wisconsin

- Renovations to existing "belly-up" concessions and the conversion to a user focused "grab & go" style experience.
- Food and beverage offerings are available for user selection instead of waiting in lines and placing individual orders.
- Direct connection between user occupied sales/merchandising space and back-of-house food preparation space.
- Users can view chefs preparing food, emphasizing cleanliness and freshness.
- Integration of self-service checkout stations to reduce staffing needs.



A photograph of a project team meeting in a modern office. Four men are gathered around a large wooden conference table. Three men are seated on the left side of the frame, looking towards the right. The man on the far left is wearing a white polo shirt and is writing on a notepad. The man in the middle is wearing a light blue button-down shirt and glasses. The man on the right is wearing a white polo shirt with a logo on the sleeve. A fourth man is standing on the right side of the frame, facing a large glass wall and writing on it with a marker. The glass wall has a complex diagram or map drawn on it. The room has a large window on the left side, showing a view of trees outside. The ceiling has exposed wooden beams and a modern light fixture. The overall atmosphere is professional and collaborative.

PROJECT
team



Matt Schachtner, NCARB, AIA
President & Principal In Charge

Matt Schachtner's natural inclination to roll up his sleeves and get his hands dirty has led him to the role of hands-on leader at Somerville.

Raised in a family of masons, homebuilders and structural engineers, Matt is a born designer still energized by the scent of sawdust and concrete. Building runs in his blood, and he fed that passion with summer jobs in masonry and homebuilding, a bachelor's degree in Architectural Studies and a Master of Architecture from the University of Wisconsin-Milwaukee. He followed that up with over 25 years of experience in the industry where he now leads an expert team with the sure hand of someone committed to innovative design and the power of relationships.

Today, Matt's steady leadership is marked by passionate problem solving – a desire to understand a client's challenges and co-create the solutions. He brings visionary planning to each project and provides the strategic direction to guide the expert team at Somerville through work that is unparalleled in client satisfaction. Matt has led a range of projects from high-end residential to health care facilities; from legendary sports venues like the crown jewel of the NFL in Green Bay to the city's transit center; from game-changing structures on La Crosse's riverfront to Green Bay's Automobile Gallery.

Although Matt is energized by his work, he doesn't take his foot off the pedal when the workday is done. At his family's more than 100-year-old Dyckesville house, he recently rebuilt a barn, and he and his wife stay busy with five children and a couple of horses. They raise lambs, pigs, chickens and turkeys and sit down each night to a dinner almost wholly supplied by their own hobby farm.

Personally and professionally, Matt values the relationships at the heart of it all. And he ensures no team operates more efficiently and with better results than Somerville. With his sleeves rolled up, Matt is the visionary leader ready to dive in.

EDUCATION / AFFILIATIONS

- **Master of Architecture**, University of Wisconsin – Milwaukee
- **Bachelor of Science in Architectural Studies**, University of Wisconsin – Milwaukee
- **Certificate in Historic Preservation**, University of Wisconsin – Milwaukee
- **Registered Architect** – Michigan, Wisconsin
- **National Council of Architectural Registration Boards (NCARB) Certified**
- **American Institute of Architects (AIA)**
- **Matt has been a part of the Somerville team since 1998**

PROJECT EXPERIENCE

- **Military Avenue Business Association**
Market Building (Conceptual Design)
Green Bay, Wisconsin
- **Brown County STEM Innovation Center**
New Building
Green Bay, Wisconsin
- **Green Bay Packers**
Don Hutson Center Facility Assessment, Lambeau Field Suites & Interior Remodel; Lambeau Field Redevelopment; Hall of Fame Renovation; Food Service & Concessions Remodel
Ashwaubenon, Wisconsin
- **Bellin Health**
Master Planning, Ground Floor Cafeteria & Retail Lobby Renovations, Marinette Surgery Center; Integrated Cath Lab; Hybrid OR, Emergency Department, West Side Clinic and Health Sports Enhancement Center, Courtyard Building, Bellevue Family Medical and Wellness Center, Escanaba Clinic, Iron Mountain Clinic, Denmark Clinic, Algoma Clinic



Dan Wiitanen, AIA, LEED® AP
Associate | Senior Project Architect

What's old is new again. Or it can be if you do it right.

From the time he was a child more interested in drawing the geometric lines of man-made objects than the trees and flowers the other kids were coloring, Dan Wiitanen has had an appreciation for the classics.

A small motif tucked into a modern presentation. A classic architectural flair weaved among contemporary elements. Designs that were rooted in the past uniquely enhancing a brand new project.

With over 25 years of experience at Somerville and an ever-watchful eye to time-honored design concepts, Dan can seamlessly adapt the past to the present. His projects include sprawling technical college campuses with increasingly varied instructional offerings that require unique features. Dan considers architects like himself to be problem solvers, envisioning not only what a facility will look like but how it will be used, merging efficiency with practicality and adding flair to function. Not design for the sake of design, but concepts that best serve the needs of the client. Dan sees himself as the advocate for the client and finds his greatest honor to be their decision to return to him with their next upgrade or build.

To Dan, the greatest gift architects can receive is to see their vision become a reality in use by the people who need it. And he's filing it all away – work that someday others will look to as the classics.

EDUCATION / AFFILIATIONS

- **Bachelor of Science in Architectural Studies,**
University of Wisconsin – Milwaukee
- **Registered Architect** – Wisconsin
- **LEED® Accredited Professional**
- **American Institute of Architects (AIA)**
- **Dan has been a part of the Somerville team since 1997**

PROJECT EXPERIENCE

- **Menominee Indian School District**
New High School
Keshena, Wisconsin
- **Brown County**
East Branch Library, STEM Innovation Center,
Green Bay, Wisconsin
- **UW-Oshkosh**
Food Service & Student Development Center
Design Feasibility Study
Appleton, Wisconsin
- **Northcentral Technical College**
Planning / Building Additions / Remodeling
Phillips, Medford, Wausau, Spencer,
Antigo, Merrill, Wisconsin
- **Northeast Wisconsin Technical College**
Planning / Building Additions / Remodeling
Green Bay, Sturgeon Bay, Marinette, Shawano,
Wisconsin
- **Moraine Park Technical College**
Planning / Building Additions / Remodeling
Fond du Lac, Beaver Dam, West Bend, Horicon,
Jackson, Wisconsin
- **Lakeshore College**
Planning / Building Additions / Remodeling
Cleveland, Wisconsin



Kirsten Martin

Interior Designer

It takes a special touch to blend the practicalities of a space with the unique personalities of those spending time within it.

And Kirsten Martin has that special touch.

Her role as Interior Designer at Somerville places her at the heart of what makes a space come alive for its users. It takes a listening ear and an eye for what works, and Kirsten has excelled at collaborating with clients on the aspects of spaces that are most personal to them.

Her product knowledge guides clients in a way that adds substance to the subjective. And her counsel encourages quality choices. Aesthetic styles change over time, but with good choices, timeless design can be achieved.

Amidst the personal pieces, Kirsten delivers cohesive environments that pull the messaging of the client's brand together.

Interior design involves big decisions and for many clients, new considerations. Kirsten can quickly put clients at ease, with a friendly, fun approach that supports them in a way that inspires confidence in the decisions they're making about their future surroundings.

It's the process she most enjoys, and success for her is seeing clients embrace the adventure alongside the Somerville team.

Born and raised in the Green Bay area, Kirsten is now raising a family of her own, working to be present for each moment.

EDUCATION / AFFILIATIONS

- **Bachelor of Fine Arts in Interior Architecture and Business Administration,**
University of Wisconsin – Stevens Point
- **International Interior Design Association**
(IIDA) – Member
- **Experienced in InDesign, Photoshop, AutoCAD, and Revit**
- **Kirsten has been a part of the Somerville team since 2014**

PROJECT EXPERIENCE

- **Green Bay Botanical Garden**
The Grand Garden Expansion
Green Bay, Wisconsin
- **Mid-State Technical College**
Culinary Lab Remodel
Wisconsin Rapids, Wisconsin
- **Brown County**
East Branch Library, STEM Innovation Center
Green Bay, Wisconsin
- **University of Wisconsin – Madison**
Elizabeth Waters Residence Hall Renovation
Madison, Wisconsin
- **Encompass**
Oconto Falls Early Education and Childcare
Remodel
Oconto Falls, Wisconsin
- **Green Bay Area Public School District**
New Elementary School (currently in construction), East High School Fitness Center Addition and Remodel, Leonardo da Vinci School for Gifted Learners, Wequiock & King Elementary Schools Remodeling; East High School Remodeling; Martin, Jackson & Webster Elementary Schools Addition and Remodel; Washington Middle School Addition & Remodel
Green Bay, Wisconsin



Sam Graner, PE, QCxP
Vice President of Engineering
Senior Mechanical Project Engineer

Sam Graner is hoping you never notice all his hard work.

If all goes well, his efforts stay behind the scenes; his team doesn't get much credit. That means everything was done right.

Designing heating and cooling systems is less flashy, less visible than some of the more noticeable pieces of any project. But that's no testament to its importance, which you'll truly understand only if something goes wrong.

And Sam ensures it doesn't by putting design first. He considers design the most important aspect of a project: Good design minimizes risk and ensures the result is exactly what the client is looking for. It's good engineering practice that meets codes and regulations while keeping within a budget and masterfully coordinating with the electrical, plumbing and structural engineers and architects.

Sam's not in this for the credit. He's not in it for time spent in the office, looking at lines on paper. It's the field work – troubleshooting in a loud, hot mechanical room – that's more his style. It helps him appreciate what he's working on and allows for a better understanding of the system – and a better connection with the contractors installing his pieces. The hands-on experience allows him to better understand problems and how to manage them. Sam's listening to the maintenance folks, the ones who have to live with the work for 30 years. If he can make them happy, make their jobs easier, he's done his job.

Ideally, no one notices or cares about his work because it's been done so well. A bit of a thankless job, but one that he takes great pride in.

EDUCATION / AFFILIATIONS

- **Bachelor of Science, Mechanical Engineering**, University of Wisconsin – Madison
- **Registered Professional Engineer** – Wisconsin
- **American Society of Heating, Refrigeration, and Air Conditioning** (ASHRAE)
- **Qualified Commissioning Process Provider** (QCxP)
- **Sam has been a part of the Somerville team since 2017**

PROJECT EXPERIENCE

- **Menominee Indian School District**
New High School
Keshena, Wisconsin
- **Bellin Health**
5th Floor Kitchen Expansion, Multiple new buildings; Various addition and renovation projects
Northeast Wisconsin
- **Brown County**
East Branch Library Renovation, STEM Innovation Center; Jail Expansion & New Medical Examiners Office, New Denmark Library and Community Center
Green Bay, Wisconsin
- **Green Bay Area Public School District**
New Starr Elementary School (currently in construction)
Green Bay, Wisconsin
- **Somerville Architects and Engineers**
New Somerville office building
Green Bay, Wisconsin



Nick LaFaive, PE Electrical Engineer

Nick LaFaive's grandfather was his role model in more ways than one.

He was Nick's mentor, the sort of hero that a grandpa is to a grandson. But Nick also looked up to him for his hard work and skill in electrical engineering, his grandfather's forte. The superintendent for Cleveland-Cliffs Iron Company led the power plant work in Michigan for years, and his career sparked in his grandson an early interest in the industry.

When Nick helped his parents replace the outlets and lighting in their historic home, he found he not only enjoyed the work but it was something he was very good at.

Since Nick had math skills to spare, he explored engineering paths, continuing to find electrical work to be most interesting.

He's finding his niche at Somerville, using the latest computer software to convert the work of designers into a model. He appreciates Somerville's team approach to the work and finds the strong communication among departments – something that can be hard to come by in project work – keeps multiple projects running smoothly at all times. It also creates a workplace culture that makes him enjoy his work even more.

Open to any project, Nick finds that being a bit newer to his role gives him the flexibility to jump into experiences with a fresh perspective and bring innovative approaches to the work. He is ready to learn from the more experienced team members, while calling upon his UW-Madison education and experience.

Nick grew up in Menasha and is happiest when he's physically active or spending time with his wife and family. He's recently picked up kayaking, loves bike rides and thrives on summer activities. But winter has its upside too. He's played percussion since elementary school and is looking at joining a local band. And family time always rises to the top – board games, card games, outdoor fun and all.

EDUCATION / AFFILIATIONS

- **Bachelor of Science in Electrical Engineering**, University of Wisconsin–Madison
- **Certificate in Mathematics**, University of Wisconsin–Madison
- **Registered Professional Engineer** – Wisconsin
- **OSHA 10 training**
- **Experienced in Revit and AutoCAD**
- **Nick has been a part of the Somerville team since 2019**

RELATED EXPERIENCE

- **Menominee Indian School District**
New High School, Keshena Primary School - Main Office Remodel
Keshena, Wisconsin
- **Green Bay Packers**
Concourse Renovations, North Generator Addition
Ashwaubenon, Wisconsin
- **Bellin Health**
Ground Floor Cafeteria & Retail Lobby Renovations, Cath Lab Remodel, Elevator Expansion Reconfiguration
Green Bay, Wisconsin
- **Green Bay Area Public School District**
New Starr Elementary School (currently in construction), Howe Elementary School HVAC Upgrades and Remodel, Aldo Leopold Community School Remodel
Green Bay, Wisconsin
- **Brown County**
New Denmark Library and Community Center
Denmark, Wisconsin
- **D.C. Everest Area School District**
Greenheck Turner Community Center
Weston, Wisconsin



Aaron Baumgartner, PE
Supervisor of Engineering Drafting
Senior Mechanical & Fire Protection Project Engineer

As an established member of Somerville's technical design team, Aaron Baumgartner has significant experience creating HVAC, plumbing, and fire protection systems for buildings that help people feel at ease and comfortable.

In other words, similar to how working at Somerville makes Aaron feel. Following his 2011 graduation from the prestigious Milwaukee School of Engineering (MSOE), Aaron set his sights on returning to Green Bay to work at Somerville because of the company's unique team-driven culture. It's a spirit that Aaron believes stems from the fact that Somerville is employee-owned, fostering a highly collaborative approach to design.

It's also a big reason Somerville always goes the extra mile to deliver an exceptional client experience.

But Aaron isn't always completely comfortable while on the job. One of his clients is Lambeau Field and Aaron is a lifelong Packers fan. "I've been inside Lambeau Field dozens of times working on various projects," says Aaron. "But occasionally, I look around and still get goosebumps."

EDUCATION / AFFILIATIONS

- **Bachelor of Science in Architectural Engineering**, Milwaukee School of Engineering, Milwaukee, Wisconsin
- **Registered Professional Engineer** – Wisconsin
- **American Society of Heating, Refrigeration, and Air Conditioning** (ASHRAE)
- **Experienced in Revit, AutoCAD, Navisworks, Carrier HAP**
- **Aaron has been a part of the Somerville team since 2012**

PROJECT EXPERIENCE

- **Menominee Indian School District**
New High School
Keshena, Wisconsin
- **Brown County**
East Branch Library Renovation, STEM Innovation Center; Jail Expansion & New Medical Examiners Office, New Denmark Library and Community Center
Green Bay, Wisconsin
- **Green Bay Packers**
Suites and Interior Remodel, Concourse Renovations
Ashwaubenon, Wisconsin
- **Green Bay Area Public School District**
New Starr Elementary School (currently in construction), East High School Fitness Center Addition and Remodel, Preble High School Welding Lab HVAC remodel, Washington Middle School Addition, Franklin Middle School Remodel, Jackson Elementary School Addition and Remodel, Martin Elementary School Addition and Remodel, Webster Elementary School Addition and Remodel
Green Bay, Wisconsin
- **Northcentral Technical College**
Agriculture Center of Excellence - Barn and Classroom Building Additions
Wausau, Wisconsin



Sheila Downing, CPD, LEED AP® BD+C
Associate | Senior Designer of Plumbing
Engineering Systems

It's fair to say Sheila Downing stands out from the crowd.

After all, she's one of just a few female licensed plumbing designers in all of Wisconsin. But it's her LEED-accreditation, impressive knowledge of plumbing design and broad experience with a diverse array of projects that really set her apart.

Over the course of her career with Somerville, she's masterfully handled just about every type of plumbing design project—from medical gas and compressed air systems to sustainable water usage systems and specialty waste management.

Sheila's skills were even called upon to assist with the formidable challenge of cleaning up the Fox River, helping to design the complex plumbing systems within the barge to filter harmful sediment and hazardous materials out of the basin over a 10-mile span.

Not surprisingly, Sheila enjoys activities that set her apart from the typical as well (or at least many of her female counterparts)—she shoots trap, hunts and delights in the beauty of the great outdoors. One thing's for sure—clients who see firsthand Sheila's commitment to designing efficient, reliable and worry-free plumbing solutions know she's more than someone who stands out. She's outstanding.

EDUCATION / AFFILIATIONS

- **Bachelor of Science**, University of Wisconsin – Stevens Point
- **Registered Designer of Plumbing Systems** – Wisconsin
- **Certified Plumbing Designer** (CPD)
- **LEED® Accredited Professional** for Building Design and Construction
- **Experienced in Revit MEP**
- **Sheila has been a part of the Somerville team since 1994**

RELATED EXPERIENCE

- **Menominee Indian School District**
New High School
Keshena, Wisconsin
- **Green Bay Botanical Garden**
Grand Garden Expansion
Green Bay, Wisconsin
- **Brown County**
STEM Innovation Center; Jail Expansion & New Medical Examiners Office
Green Bay, Wisconsin
- **Moraine Park Technical College**
Master Planning Updates and Revisions, Various Additions / Remodeling
Beaver Dam, Fond du Lac, West Bend, Jackson, Wisconsin
- **Mid-State Technical College**
Culinary Lab Remodel, Master Planning / Facilities Evaluation / Additions / Remodeling
Stevens Point & Wisconsin Rapids, Wisconsin
- **Green Bay Area Public School District**
East High School Addition & Remodel; Martin Elementary Library Addition; Jackson Elementary Library Addition, Southwest High School Remodel
Green Bay, Wisconsin
- **Discover Green Bay**
New Visitor Center
Green Bay, Wisconsin



references

NORTHCENTRAL TECHNICAL COLLEGE
1000 W Campus Drive, Wausau, WI 54401

- **Reference:** Robert Elliott
- **Title:** Director of Facilities
- **Contact Information:** 715-803-1383 | elliotttr@ntc.edu

MILITARY AVENUE BUSINESS ASSOCIATION
425 S. Military Avenue Suite 206, Green Bay, WI 54303

- **Reference:** Leah Weyker
- **Title:** Executive Director
- **Contact Information:** 920-544-9503
Director@MilitaryAve.org

MENOMINEE INDIAN SCHOOL DISTRICT
N522 State Hwy 47/55, Keshena, WI 54135

- **Reference:** Kate Mikle
- **Title:** MIHS Principal
- **Contact Information:** 715-799-3824 | kmikle@misd.k12.wi.us

GREEN BAY BOTANICAL GARDEN
2600 Larsen Road, Green Bay, WI 54303

- **Reference:** Dr. Laura Nelson
- **Title:** President & CEO
- **Contact Information:** 920-593-5665 | lnelson@gbbg.org

BROWN COUNTY LIBRARY
515 Pine Street, Green Bay, WI 54301

- **Reference:** Sarah Sugden
- **Title:** Executive Director
- **Contact Information:** 920-448-5810
sarah.sugden@browncountywi.gov

SUBCONTRACTOR INFORMATION

vierbicher
planners | engineers | advisors



Vierbicher is a community planning and civil engineering firm that has become a proven partner for thriving Wisconsin communities and developers. Our extensive experience working with both public and private clients has earned us the reputation as a trusted advisor and a firm that brings vision to reality.

Clients choose Vierbicher because we get projects done. While our core service is civil engineering, our extensive due diligence, market-based approach and public funding expertise have made us an industry leader with unmatched success rates.

In addition, our wide range of work with both public and private clients has uniquely positioned us to bring added value by connecting developers to community projects.

We pride ourselves on long-term client relationships, many spanning decades. Our multi-disciplined team of experts works collaboratively and efficiently from concept to completion to accomplish client goals on time and on budget.

GREEN BAY | 400 SECURITY BLVD, SUITE 1, GREEN BAY, WI 54313
(920) 434-9670 | WWW.VIERBICHER.COM

GEOGRAPHIC SERVICE AREA



FOUNDED 1976



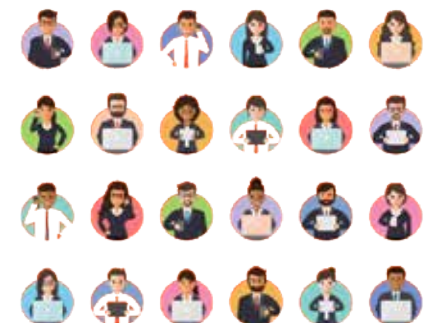
5 OFFICE LOCATIONS

85% of our work is from REPEAT CLIENTS

INTEGRATED SERVICES

- Planning & Community Development
- Economic Development
- Urban Design & Landscape Architecture
- Grant Writing & TIF
- Municipal Engineering
- Civil Engineering
- Surveying & GIS
- Landscape Architecture
- Water Resources Engineering

120 TEAM MEMBERS



SUBCONTRACTOR INFORMATION



Tonya Wagner, PE
Engineering Services Manager

Tonya has over thirty-one years of civil engineering experience. She has an emphasis on civil site design, hydraulic and hydrologic design, stormwater management, wetland water quality permitting, and erosion control. Tonya often works with environmentally sensitive sites impacted by endangered species, archaeological concerns, and high quality wetland waters.

Tonya currently utilizes her experience to lead the engineering team in our Green Bay office.

REGISTRATION

- Registered Professional Engineer—Wisconsin (1998)

EDUCATION

- Bachelor of Science Civil Engineering (1993)
University of Minnesota - Twin Cities

PROJECT EXPERIENCE

- BelGioioso Cheese Ledgeview, WI
- Providence Academy, Howard, WI
- The Railyard, Green Bay, WI
- Gentle Vet Animal Hospital, Green Bay, WI
- Curative Connections, Green Bay, WI
- Straightline Refrigeration, Kaukaun, WI
- Heritage Lake Storage, Lawrence, WI
- Bank of Luxemburg, Howard, WI
- Broadway Enterprises, Green Bay, WI
- Door County Child Development Center, Sevastopol, WI
- Seaway Printing, Lawrence, WI
- United Health Care, De Pere, WI
- Syble Hopp School, De Pere, WI
- Brown County East Branch Library, Green Bay, WI
- Bellin Clinic, Brillion, WI
- NEW Community Clinic, Green Bay, WI



ABILITY TO MEET **schedule requirements**

Somerville has organized an elite team to work with the City of Green Bay as described in this proposal. **We have the capacity to work within your proposed schedule and meet your deadline to have 100% complete plans, specifications and cost estimates to the City of Green Bay by February 16, 2026. We will ensure that this project is prioritized within our office.**

Our team also has the depth of staff to propose alternates for each team member if an issue arises, personnel are out of the office, or for any other reason. **Our wealth of experience in each discipline is flexible, versatile and goes beyond the team members who are listed.**

Furthermore, **our team's close project proximity allows for face-to-face meetings, even at a moments notice**, whether that be during concept design or construction. When an unforeseen situation threatens to halt the construction team, our design team can be on-site to work through the situation and keep the project moving forward.



fee PROPOSAL

Somerville, Inc. will provide professional services to The City of Green Bay as outlined within this proposal for the following fee structure:

ARCHITECTURAL & ENGINEERING SERVICES FEE\$122,700

Conceptual Design and Design Development, Construction Documents, Construction Bidding and Administration

REIMBURSABLE EXPENSES ESTIMATE\$2,000

Approval fees, printing, etc.

ESTIMATE OF EXPENSES PAID DIRECTLY BY OWNER \$4,200

Site Survey

All fees are negotiable.

SERVICES INCLUDED:

The stated fees include the following services:

- Architectural and interior design.
- Structural, mechanical, electrical, fire protection and plumbing engineering, site/civil engineering.
- Telecommunications and data design limited to the location of data closets and cable tray and/or conduit runs to junction box locations only.
- Project management and contract administration.
- Development of schematic design, design development, and construction drawings and documents.
- Detailed programming/space needs analysis.
- Coordination of ancillary services or specialized consulting as needed, including environmental services.
- Collaboration with stakeholders for preliminary project planning and design development.
- Coordination and application for regulatory agency permits.
- Coordination and application for all required plan reviews and approvals.
- Provide status reports, meeting minutes, and related documentation of the project.
- Provide an Opinion of Probable Cost at the completion of the schematic design, design development and construction documents phases.
- Development of renderings necessary to communicate project concepts and for approvals.
- Assistance with bidding projects including posting of bidding documents on the Somerville FTP site, responding to bidder questions, preparing addenda, attending pre-bid meeting with bidders, and evaluating bids.
- Assistance during the construction phase including conducting the pre-construction meeting, providing responses to contractor Requests for Information, preparing Requests for Proposals, reviewing contractor proposals, making recommendations on Change Orders, reviewing shop drawings, reviewing and approving contractor Applications for Payment, conducting construction meetings and site observation visits (twelve (12) site visits will be included), and performing final punch list walk-through.
- Review, approval and delivery of closeout documents to Owner.

Reimbursable expenses are in addition to the stated fees and will be billed with a 10% markup. Reimbursable expenses include the following:

- Plan approval and other fees required by regulatory agencies.
- Printing and reproduction.
- Specialty consultants as required by the project, including landscape architecture, food service design, AV, and other specialty consultants.
- Mileage to and from the project site will not be billed. Travel expenses associated with the project (ie project tours).
- Additional renderings, physical models, mock-ups, professional photography, and presentation materials.
- Other project related expenses.

Services not included but can be provided by Somerville as additional services are as follows:

- Review and coordination of signage, artwork, etc.
- Environmental graphic design.
- Furniture selection.
- Record drawings in electronic format.

Services not included which are performed by the Owner or others include but are not limited to:

- Site Survey of existing site, including utilities and grades.
- Wetland delineation.
- Geotechnical investigation services and soil borings.
- Asbestos and hazardous material survey and removal (if applicable).
- Security evaluation and planning.
- Telecommunications / data design beyond included services.

2025 SOMERVILLE, INC. HOURLY RATES & INSURANCE

(For additional services requested & authorized by the owner. Billing rates are adjusted annually effective on the first day of January.)

Architecture

Senior Project Architect - Level III	\$177
Senior Project Architect - Level II	\$172
Senior Project Architect - Level I	\$167
Project Architect - Level III.	\$162
Project Architect - Level II	\$157
Project Architect - Level I	\$152
Architect - Level III.	\$147
Architect - Level II	\$142
Architect - Level I	\$137
Senior Designer - Level III	\$115
Senior Designer - Level II	\$112
Senior Designer - Level I.	\$109
Designer - Level III.	\$106
Designer - Level II	\$103
Designer - Level I	\$100
Senior Drafter - Level III	\$97
Senior Drafter - Level II	\$94
Senior Drafter - Level I.	\$91
Drafter - Level III.	\$88
Drafter - Level II	\$85
Drafter - Level I	\$82

Project Management

Senior Project Manager - Level III	\$162
Senior Project Manager - Level II	\$156
Senior Project Manager - Level I.	\$150
Project Manager - Level III.	\$144
Project Manager - Level II	\$138
Project Manager - Level I	\$132

Interior Design & Environmental Graphics

Senior Interior Designer - Level III.	\$123
Senior Interior Designer - Level II	\$115
Senior Interior Designer - Level I	\$107
Interior Designer - Level III	\$99
Interior Designer - Level II	\$91
Interior Designer - Level I	\$83
Environmental Graphics / Graphic Design	\$106

Engineering

Senior Project Engineer - Level III	\$185
Senior Project Engineer - Level II	\$177
Senior Project Engineer - Level I	\$169
Project Engineer - Level III.	\$164
Project Engineer - Level II	\$159
Project Engineer - Level I	\$154
Engineer - Level III	\$149
Engineer - Level II	\$144
Engineer - Level I	\$139
Senior Designer of Engineering Systems - Level III	\$145
Senior Designer of Engineering Systems - Level II	\$141
Senior Designer of Engineering Systems - Level I.	\$137
Designer of Engineering Systems - Level III.	\$133
Designer of Engineering Systems - Level II	\$129
Designer of Engineering Systems - Level I	\$125
Senior Designer - Level III	\$123
Senior Designer - Level II	\$120
Senior Designer - Level I.	\$117
Designer - Level III.	\$114
Designer - Level II	\$111
Designer - Level I	\$108
Senior Drafter - Level III	\$105
Senior Drafter - Level II	\$102
Senior Drafter - Level I.	\$99
Drafter - Level III.	\$96
Drafter - Level II	\$93
Drafter - Level I	\$90

Principal	\$245
Vice President - Engineering.	\$208
Vice President - Operations	\$187

Business, Umbrella, Automobile, Workers Comp and Professional Liability Insurance

Somerville, Inc. carries the insurance limits listed on page 39 as standard coverage. Premiums for insurance limits beyond that identified on the following page which are required by the Owner will be charged as a reimbursable expense.



SOMEARC-01

HUSN1

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
8/12/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY 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 Baer Insurance Services, Inc. 9701 Brader Way, Suite 101 Middleton, WI 53662	CONTACT NAME: PHONE (A/C, No, Ext): (608) 830-5800 E-MAIL ADDRESS: baer@baerinsurance.com FAX (A/C, No): (608) 830-5877
INSURED Somerville Inc 2100 Riverside Drive Green Bay, WI 54301	INSURER(S) AFFORDING COVERAGE INSURER A : RLI Insurance INSURER B : Arch Insurance Company INSURER C : INSURER D : INSURER E : INSURER F : NAIC #

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDITIONAL SUBROGATION WAIVED	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY ☒ PROTECT ☒ LOC OTHER:		PSB0003664	8/1/2024	8/1/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMPIOP AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY ☒ ANY AUTO OWNED AUTOS ONLY ☐ SCHEDULED AUTOS HIRING AUTOS ONLY ☐ NON-OWNED AUTOS ONLY		PSA0001848	8/1/2024	8/1/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	UMBRELLA LIAB ☒ OCCUR ☒ EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$ 0		PSE0002089	8/1/2024	8/1/2025	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	PSW0002721	8/1/2024	8/1/2025	PER STATUTE ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	Professional Liab.		PAAEP0169700	8/1/2024	8/1/2025	Per Claim/Aggregate \$ 5,000,000
A	Excess Umbrella		PSE0003183	8/1/2024	8/1/2025	Aggregate \$ 5,000,000

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

CERTIFICATE HOLDER	CANCELLATION
For Proposal Purposes Only	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

ACORD 25 (2016/03)

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CONTRACT EXCEPTIONS:

The following items are requested exceptions to the Standard Agreement for Professional Services between the City of Green Bay and Design Professional.

5. INDEMNIFICATION (HOLD HARMLESS) AGREEMENT

Design Professional hereby agrees to indemnify the City, its elected and appointed officials, officers ~~and~~, employees, ~~agents, representatives and volunteers~~, and each of them, from and against any and all ~~third party claims, and the suits, actions, legal or administrative proceedings, claims, demands~~, damages, liabilities, interest, ~~reasonable~~ attorneys' fees, costs and expenses of whatsoever kind or nature ~~arising from such third party claim, in any manner directly or indirectly to the extent~~ caused, ~~occasioned, or contributed to in whole or in part or claimed to be caused, occasioned, or contributed to in whole or in part~~, by negligence of Design Professional or of anyone acting under its direction or control or on its behalf ~~in the performance of services under this agreement, even if liability is also sought to be imposed on City, its elected and appointed officials, officers, employees, agents, representatives and volunteers~~. The obligation to indemnify the City, its elected and appointed officials, officers, employees, ~~agents, representatives and volunteers~~, and each of them, shall be applicable unless liability results from the ~~sole~~ negligence of the City, its elected and appointed officials, officers, employees, agents, representatives and volunteers.

Design Professional will indemnify the City for any ~~third party~~ claims ~~by to the extent caused by reason of its Design Professional's negligent acts in the performance of the Design Professional's services~~. The obligation to indemnify and hold harmless the City, its elected and appointed officials, officers, employees, agents, representatives and volunteers and each of

them, shall be applicable except to the extent the liability results from the negligence of the City, its elected and appointed officials, officers, employees, agents, representatives and volunteers. Any duty to defend shall not extend to professional liability claims. In the event that Design Professional employs other persons, firms, corporations or entities (sub-contractor) as part of the work covered by this Agreement, it shall be Design Professional's responsibility to require and confirm that each sub-contractor enters into an Indemnity Agreement in favor of the City, its elected and appointed officials, officers, employees, ~~agents, representatives and volunteers~~, which is identical to this Indemnity Agreement.

This indemnity provision shall survive the termination or expiration of this Agreement.

6. INSURANCE

B. GENERAL LIABILITY COVERAGE

- (1) Commercial General Liability
 - (a) ~~\$4,000,000~~ \$2,000,000 general aggregate
 - (b) \$1,000,000 products - completed operations aggregate
 - (c) \$1,000,000 personal injury and advertising injury
 - (d) ~~\$2,000,000~~ \$1,000,000 each occurrence limit

7. ACCESS/UTILITIES

The City will arrange access to the site, as necessary, for Design Professional to complete the work. Design Professional will take reasonable precautions to minimize any damage to the site due to its operation. Site restoration is not included unless specifically requested by the City.

~~Design Professional is responsible for exercising the Standard of Care to locate ing public utilities and agrees to indemnify (but, for claims alleging professional liability, shall not defend) and save the City harmless from all third party claims and, suits, and the losses, cost and expenses including reasonable attorney's fees as a result of any personal injury, death or property damage occurring from damage to public utilities, to the extent caused by the negligence or willful misconduct of Design Professional. Design Professional shall coordinate with a private locating service for locating utilities on private property.~~

The Design Professional will coordinate the hiring of third-party consultants to perform surveys, utility location, soil borings, and other related services as-needed. Contracts for these services will be held directly with the City.

8. OWNERSHIP OF DOCUMENTS

Any reports, specifications, drawings, or other documents prepared by the Design Professional in the performance of its obligations under this Agreement shall

become the property of the City, provided that Design Professional has been paid all undisputed invoice amounts due. All such materials shall be returned to the City upon completion, termination, or cancellation of this Agreement and payment in full of all monies due the Design Professional. The Design Professional shall not use, willingly allow, or cause such materials to be used for any purpose other than the performance of all Design Professional's obligations under this Agreement without the written consent of the City. The City agrees that the Design Professional shall not be responsible for any re-use by the City, or by third parties that obtained the documents from or through the City, for purposes other than the original intent of the documents provided by the Design Professional, and City agrees to indemnify, defend and hold the Design Professional harmless from and against any claims or damages that may result from the subsequent use, reuse, transfer or modification of such material and documents, except on projects where the Design Professional has been retained to provide services.

18. COMPLIANCE WITH LAWS

Design Professional is responsible to see that services and documents furnished by Design Professional are provided in accordance with the Standard of Care in order to conform to the applicable laws, rules, regulations, codes, orders, and special requirements, except as may be specifically provided otherwise herein.

22. Limitation of Liability. To the fullest extent permitted by law, the total liability, in the aggregate, of

Design Professional, Design Professional's officers, directors, partners, employees, agents, and subconsultants, to City, and anyone claiming by, through, or under City for any claims, losses, costs, or damages whatsoever arising out of, resulting from or in any way related to this Project or Agreement from any cause or causes, including but not limited to negligence, professional errors and omissions, strict liability, breach of contract, or breach of warranty, shall not exceed the total compensation received by Design Professional or \$100,000, whichever is greater. This provision shall survive termination or expiration of this Agreement.

23. Mutual Waiver of Consequential Damages. Design Professional and City waive all consequential or special damages, including, but not limited to, loss of use, profits, revenue, business opportunity, or production, for claims, disputes, or other matters arising out of or relating to the Contract or the services provided by Design Professional, regardless of whether such claim or dispute is based upon breach of contract, willful misconduct or negligent act or omission of either of them or their employees, agents, subconsultants, or other legal theory, even if the affected party has knowledge of the possibility of such damages. This mutual waiver shall survive termination or completion of this Contract.

24. Standard of Care. It is agreed that the quality of such services shall be judged solely as to whether Design Professional performed its services consistent with the professional skill and care ordinarily provided by firms practicing in the same or similar locality under the same or similar circumstances (herein the "Standard of Care")



THE SOMERVILLE
difference

MEETING DEADLINES

RESPECTING BUDGETS

exceeding expectations

We hope that our proposal displays our passion - a passion for design that improves the experience and lives of all that enter the buildings we design. Our **full-service team** has the experience, knowledge, and dedication to help the City of Green Bay achieve your goals. We have assembled a team of highly-experienced and seasoned professionals, all of whom have previous experience working on community focused municipal projects. Our team has a reputation of "digging in" to facilities, understanding what is working and what isn't, **listening to our clients' needs** and developing creative and engaging solutions unique to each clients program.

Central to Somerville's approach is the belief that architecture/engineering is a constant balance between art, science, and sustainability. **Our goal is to produce functional yet creative solutions for the City of Green Bay.** This approach underscores our firm's philosophy that Design Matters to each individual client - for every client's individual needs.

Advantages of the Somerville Team

- **Full-service team:** architectural, interior design, mechanical, electrical, plumbing & fire protection engineering, plus environmental graphics – **What this means to you** is that our team of designers understand the importance of the whole building, not just architecture, but the **importance of integrated MEP systems**
- We have been in business for 79 years and have a time-tested process that will bring success to the City of Green Bay
- We bring creative solutions with no preconceived ideas
- We design attractive, cost-effective and functional facilities
- **We want to continue to be a partner and advocate for the City of Green Bay for years to come**



somerville

architects
engineers



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

July 30, 2025

PREPARED BY

Dan Ditscheit, Parks Director

AGENDA ITEM # F.I

Director's Report on updates and recent activities of the Parks, Recreation & Forestry Department.

BACKGROUND

RECOMMENDATION

Receive and place on file

FISCAL IMPACT

ATTACHMENTS

- I. Director's Report 07.30

**PARKS COMMITTEE
DIRECTOR'S REPORT
WEDNESDAY, JULY 30, 2025**

PARK DIVISION

- Park shelter rentals are continuing through the summer months.
- Park mowing crews continue to mow the Parks, green spaces, and RDA owned property on a weekly basis. Enough rain has continued to fall to keep the grass green and growing. As mowing crews get caught up on mowing, more detail work is taking place, which includes string trimming, pruning suckers off trees, and ensuring walkways and hard surfaces are blown off.
- Park landscape crews are out and about maintaining landscape beds in our Parks, Bay Beach, Aquatic facilities, and other areas throughout the city.
- Park caretakers continue to have a presence in the parks picking litter, checking bathrooms, emptying garbage and ensuring the parks are in order for visitors.
- Park crews are at Bay Beach daily to ensure the park is ready for opening. Park preparations include picking litter, emptying garbage and blowing off hard surfaces.
- The ballfield crews continue to prepare soccer fields, softball fields, and baseball fields for summer athletic games. Preparing the various fields can mean anything from dragging ballfields, to laying out and line painting soccer fields and moving soccer goals.
- Ballfield crews will begin setting up for Kiddie Karnival at Leicht Park early next week.
- Park carpenters have finished building the new train depot on the west end at Bay Beach. Park crews and mechanics have been working hard to construct the new train tracks.
- Park carpenters have been working on general repairs to buildings including door and window repairs.
- Pools, wading pools and splash pads continue to operate and maintained daily for the public.

FORESTRY DIVISION

- Crews are working on pruning and tree removals for upcoming DPW projects including road resurfacing, reconstruction and sidewalk replacements. Typical cycle pruning includes raising tree limbs for clearance, deadwood pruning and structure pruning to help reduce the chances of breakage during storms.
- Forestry staff continue to work with IT staff on transferring our tree inventory to a GIS format.
- The stump grinding continues on the east side. Approximately 400 stumps have been ground so far this season. We have another large list of stumps to get through this year ~1,100 stumps.
- Storms and winds have continued to cause tree damage through the month of July. Responding to storm related damage does take us away from our scheduled cycle pruning.
- Cycle pruning efforts are being focused in the area and McAuliffe Park areas.

DESIGN & DEVELOPMENT DIVISION

- The Friends of Bay Beach hired a contractor for the construction of the West End Train expansion and proposed restroom. Construction is nearly completed. The prefabricated bathroom and both station open shelters have been installed. For the most part, just fencing and final grading/site restoration remains. Park crews are nearly completed with the installation of the train tracks. Once all of the work is completed, we will have the state do the final inspection to allow us to open the ride to the public.
- Staff are working with a consultant to complete the wildlife viewing platform and shoreline walk construction plans for Bay Beach Amusement Park. Staff will be receiving quotes on August 7th for consulting services to complete the quality assurance requirements in the EPA grant for the wildlife viewing platform and shoreline walk work.
- Shipyard Phase II design work has begun. The consultant recently submitted the 50% bid plan sets for review.
- Planning continues for the Joliet Park Area of Concern habitat restoration project.
- The contractor has been hired for the Main Street East River Trail project from Baird to Irwin. Construction is scheduled to begin later this summer.
- Construction of the JBS infrastructure is well underway. The infrastructure/road project will be completed in the next few weeks. The construction of the Park/Boulevard will likely begin in August.
- The consultant has been selected for the Bay Beach Wildlife Sanctuary and Renard Island Nearshore Area. A draft Quality Assurance Project Plan (QAPP) has been completed.
- The consultant is actively working on the redesign of the Leicht Park shelter project. The site grading for the soil surcharge has been awarded. Work will begin soon.
- A consultant has been hired to design improvements for Joannes Sk8 Park. A public input meeting for the project was held at Joannes Park, July 24th.
- A public input meeting for the St. John's Park master plan was held at City Hall on July 23rd. The public input survey will close on July 31st. Feedback from stakeholders, community members, and the survey will be used to guide decision making for the new master plan design.

GREEN BAY CONSERVATION CORPS

- Staff hosted a volunteer event at Whitney Park on July 9th with Meijer volunteers.
- Crews are wrapping up installing native plants throughout the park system and have only a few plants left in the greenhouse to be installed. We continue to get community donations of native plants; most recently, we received Canada anemone, lance leaf coreopsis, hoary vervain, and purple poppy mallow.
- Weekly maintenance of all plant beds continues.
- The Village of Hobart contracted with the crew to complete a pollinator planting on July 12th.

- Crews have started pollinator habitat surveys to map and determine where the 2026 pollinator corridor plantings will be located.
- Crews have started bumblebee surveys at the parks in partnership with the Fish & Wildlife Service.
- Crews have begun foliar spraying invasive woody species.
- Crews have started cutting and removing woody trees and shrubs along the dyke system at Ken Euers Nature Preserve.
- Crews will start creating “Mosquito Bucket” kits to promote pollinator-friendly mosquito control. These kits will be free for the public to pick up at the Wildlife Sanctuary Nature Center starting in August. More details to come.
- Staff have worked with numerous community groups to schedule volunteer events, as well as launch a new volunteer portal for the city. Upcoming events include:
 - Invasive removal and garbage clean up at WLS (7/23) from 5 PM – 8 PM.
 - Invasive removal at Joliet (7/27) from 10 AM to 1 PM.
 - Invasive removal at Joliet (8/3) from 3 PM to 6 PM.
 - Invasive removal at Muir (8/13) from 8 AM to 11 AM.
- Staff have begun site surveys for 2026 woody invasive priority projects.
- Applications for the fall crew were released. Already, we have received over a dozen qualified applicants. We aim to fill 13 crew positions starting September 22nd.

RECREATION DIVISION

- The adult softball leagues are currently in post-season play. We offer men’s slow pitch, co-ed slow pitch, and men’s modified softball leagues at Bever Dam Park.
- The Glow Zumba event will be held Friday, August 1st at Leicht Park from 8:30-10 p.m. Glow bracelets and necklaces will be given out to participants.
- We are currently taking registrations for fall softball. We offer men’s slow pitch, co-ed slow pitch, and men’s modified softball leagues at Beaver Dam Park. Leagues are played Mondays and Tuesdays beginning the week of August 18th.
- We are currently taking registrations for adult football. Leagues are played on Thursdays beginning August 21st.
- Information and exciting updates about the Parkee Program for this summer are available at: <https://www.greenbaywi.gov/397/Parkee-Program>.
- Fall 2025-2026 Dance Registration is open. Information on Fall classes is available at: <https://www.greenbaywi.gov/885/Dance-Classes>.
- FIT in the Parks, back by popular demand, starts the week of July 14th. Check the website for master schedule.
- Container Bar/Beer Garden, “Under the Leichts”, has been open starting July 9th from 5:00-9:00 p.m. at Leicht Park for 6-7 weeks on Wednesdays.
- Burn and Brew class started on July 16th from 4:00-5:00 p.m. at Leicht Park for 6 weeks on Wednesdays. Grab a friend, get your burn workout in, grab a brew from the beer garden, and then head down to the Farmers Market on Broadway, or just stay at Leicht Park and enjoy the sunset!

AQUATICS

- We held our second Lifeguard in-service of the season on July 11th at Colburn Pool. Staff completed rescue drills, focusing on efficiency and speed.
- Mid-season trainings for Facility Attendants were held July 8th-11th at all three facilities. Staff reviewed policies and procedures in concessions and money handling.
- Staff are working on an incentive program to fill open spots in the schedule to prevent staff shortages moving forward this summer.
- Staff developed a new plan for private swim lessons that has made signing up and payment collection run smoothly.
- Registration and event details for our Dog Swim event, “Pooches in the Pool”, on August 23rd were released to the public on July 18th.
- All three facilities will have a theme day/pool party in July with different themes and activities throughout the day. It will take place during regular operating hours and will come at no extra charge to the public.
 - Resch Aquatic Center: Friday July 11th
 - Joannes Aquatic Center: Friday July 18th
 - Colburn Pool: Friday July 25th
- Lifeguard staff will be competing against their peers in a regional lifeguard competition on Aug 1st in Kaukauna.

BAY BEACH AMUSEMENT PARK

- Rides
 - Sea Dragon: The hydraulics have been repaired. New lap bars have been purchased.
 - West Train: Plans have been approved by the state. Refurbishment of the train has been completed. Construction is nearly finished.
- Inclusive Playground
 - The donor sign is currently being fabricated.
- Special Events:
 - July 11th the free movie night was rained out.
 - July 15th concert in the park (5:00-8:00 p.m.).
 - July 18th late night, open until 10 p.m.
 - Free movie night – This was the most successful day ever.
 - July 29th concert in the park (5:00-8:00 p.m.).
 - August 1st movie night.
 - August 8th movie night – may adjust date.
 - August 12th concert in the park.
 - August 15th last late night.

Metro Boat Launch

- The Pay Station is open and taking payments.

Triangle Sports Area

- Shelter rentals are underway.

WILDLIFE SANCTUARY

- Two proposals were received and are being reviewed for the Wildlife Sanctuary Strategic & Master Planning project.
- The Area of Concern Grant Kick-Off Meeting was held. The initial coordination of the mapping/data collection is underway.
- The Raptor Walk electrical upgrade is underway and moving quickly. This project updates the electrical needs for our aging raptor cages to keep up with newer permitting standards which allow us to exhibit animals.
- A new DRC Banquet/Event Coordinator has been hired, bringing much experience and enthusiasm to this important position and has been working closely training with staff and already looking at new ideas/opportunities.
- Otttoberfest planning is underway with bands and food trucks booked and a couple significant sponsors already identified.
- The Cage Sponsorship Program finalized with promotional material(s) developed and campaign to kick-off ASAP.
- The 20th Annual Walk for Wildlife planning is well underway. This year honoring the legacy of our beloved former otters Samie and Sadie and celebrating our new otters Renee and Cesar.

ADMINISTRATION

- Reservations for shelter rentals are open for 2025.
- Staff are continuing to support special event requests.
- Gift cards are available to purchase by phone or in person in our office.
- Metal Detecting Permits are available for purchase online, or in person in our office.
- Pool passes are available for purchase online, or in person in our office.
- Posted social media events, programs, and information.
- Annual swim classes are open for registration online, in person, or by calling the Parks and Recreation Office effective April 4th for residents.
- Annual Metro Boat passes are available in the Parks and Recreation Office for the 2025 season.
- Park and Recreation Department budget formulation has begun.
- Capital Improvement Project budget formulation has begun.
- Fall softball and football are open for registration.
- Registration for the Dance 2025-2026 season is available online, by phone, or in person with a program start date of September 29th.
- Registration for the Dog Swim Event at Joannes Aquatic Center on August 23rd is available online, by phone, or in person.