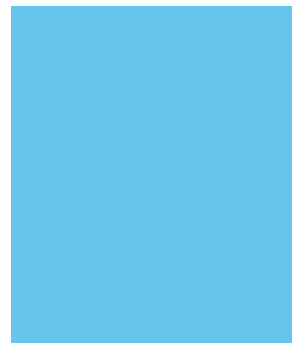
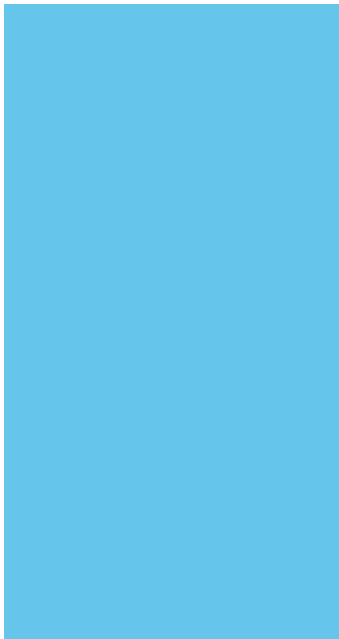




RaganSmith



Statement of Qualifications *for* Parks Masterplan





RaganSmith

September 6, 2022

HAND DELIVERED

Micah Wood, AICP, Planning Director
Thompson's Station Community Development Office
1551 Thompson's Station Road, West
Thompson's Station, TN 37179

RE: **Proposal for
Parks Master Plan for the Town of Thompson's Station**

Dear Mr. Wood,

We are pleased to submit this Statement of Qualifications to provide professional planning and engineering consulting services for the Parks and Recreation Master Plan for the Town of Thompson's Station.

Our team includes the various disciplines and subconsultants that can manage, plan and deliver a successful master plan. Some of our unique qualifications include:

- RaganSmith takes a creative look at recreation facilities that considers not only the NRPA standards but also specific experiences of park users. We look for ways to make parks flexible, accessible, fun and healthy.
- We have a strong understanding of the coordination and collaboration needed to help the Town identify grant and funding opportunities with state agencies including the Department of Health, The Department of Economic Development, TDEC and TDOT
- We are passionate about parks and will look at the unique qualities of Thompson's Station's recreational opportunities. We will help evaluate your communities balanced needs for both active and passive recreation.
- RaganSmith has support staff of over 150 employees including Planners, Landscape Architects, Transportation Engineers, Civil Engineers, and Surveyors to evaluate park planning from the lens of multiple disciplines and what national trends work best for Thompson's Station.
- Our team has experience with more than 30 projects involving economic assessments related to parks, recreation, greenways, trails and tourism.
- RaganSmith has experience with following through on parks and recreation projects including the implementation of design and construction phases.
- RaganSmith has a track record of highly successful projects involving stakeholder and community input. We know how to facilitate a strategy to hear from the community and engage and encourage input from a broad range of stakeholders.

Thank you for this opportunity to present our interest and qualifications for your consideration. Kevin Guenther, PLA will be the authorized point of contact regarding communication for this RFP. We look forward to having the opportunity to discuss how we may best serve the Town of Thompson's Station. RaganSmith is an IRS Sub-Chapter "S" Corporation.

Sincerely,

Ragan-Smith-Associates, Inc.

Kevin Guenther, PLA, LEED AP
Vice President, Principal Associate

CHATTANOOGA
1410 Cowart Street, Suite 200
Chattanooga, TN 37408

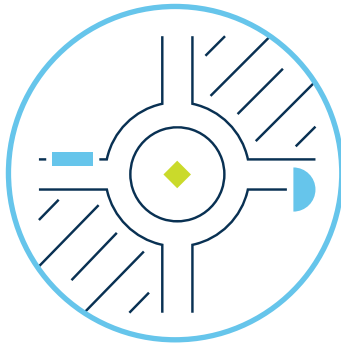
MURFREESBORO
1500 Medical Center Parkway, Suite 2 J
Murfreesboro, TN 37129

NASHVILLE
315 Woodland Street
Nashville, TN 37206

GET TO KNOW US

RaganSmith is a multi-disciplined consulting firm providing services for the Middle and East Tennessee since 1933. Our firm provides surveying, landscape architecture, land planning, civil engineering, transportation engineering, and environmental services with over 150 employees with various degrees of expertise in the noted fields. What separates RaganSmith from other firms is having a high level of involvement from our senior level partners and Associates on our projects. This provides a focused utilization of team experience to meet the goals of our clients and allows us to apply our subject matter expertise at the project-level.

RaganSmith will work in concert with the Town of Thompson's Station leadership, staff, consultants, and stakeholders to create a project team that will create a roadmap for parks and recreation that includes the whole community. We have a unique understanding of how transportation, land use and community growth will be part of shaping the vision for parks, open space, greenways, and natural resources for Thompson's Station and we greatly value evaluating parks and recreation through a collaborative lens. Our team has deep experience in analyzing facilities and programs in the context of dynamic communities that are experiencing the pressures of change.



Community Input Meetings

Coordination of community input meetings and stakeholder / partner interviews on more than 100 projects over the last 5 years



Technical and Support Personnel

With a combination of skill sets across several offices and disciplines, our team is all about working together with each other and our clients to provide the most comprehensive design solutions for each project.



Park and Recreation, Greenways

and open space, community amenity projects.



Comprehensive Master Planning Projects

Completed over the past five years for various municipalities.

OUR FOLKS

Our team has experience in all the different components of passive and active recreation and the understanding of how to connect them through greenway, open space and multi-modal transportation routes. We have a deep understanding of both urban and rural communities and we understand the importance of partnerships between city, county and state agencies in meeting the recreational needs of a community.



Kevin Guenther, PLA
Principal In Charge / Senior
Project Manager

- 30 years experience
- Large scale land planning, parks and recreational, and open space design
- Experience with park implementation design
- Knowledge of the regional review and permit process required by state and municipal agencies
- Strong collaborator and project coordinator



Michael Barille
Project Planner

- 20 years experience
- Innovative public leader focused on supporting the balanced growth and development of healthy, sustainable communities
- Experience directing multiple large projects across design disciplines, geographic locations, and market segments



Lauren Arledge, PLA
Project Landscape Architect /
Project Manager

- 5 years experience
- Strong experience in park planning, design, and community engagement
- focuses on environmentally friendly community solutions and civic-minded design



Matt Hamilton, PLA
GIS/Mapping/Community Engagement

- 5+ years experience
- Extensive experience in planning, GIS mapping, facility inventory, park design, master planning, planting design, public space and natural resource assessment
- Expertise in production of planning images and documents and assist with community presentations and input



Laura Jones, PE, CFM
Environmental

- 14+ years of experience
- Extensive knowledge of stormwater management, environmental permitting, natural resource management, stream and wetland restoration, hydrology and hydraulics
- Broad understanding of natural resource assessments and resource connections to land use



Kevin Guenther, PLA, LEED AP

PRINCIPAL ASSOCIATE | SENIOR PROJECT MANAGER

Kevin Guenther's 30 years of experience in design and management covers a broad range of private and public sector projects including large scale land planning, parks and recreational, and open space and site design. He has focused his expertise on land planning projects that help plan, design and build successful communities. Kevin has good knowledge of the regional review and permit process required by state and municipal agencies and application of how planning, landscape architecture, and engineering work together.

Kevin provides skilled experience in team collaboration and he understands the value in good client communication and alliance with other team member to meet specific project challenges. His ability to see a project through the complete process of planning, design, and implementation is invaluable.

EDUCATION

Bachelor of Landscape Architecture
Michigan State University, 1988

REGISTRATIONS

Tennessee Landscape Architect #661
Pennsylvania Landscape Architect
#1093-E
Council of Landscape
Architectural Registration Boards
CLARB Certification #1777
LEED certified

AFFILIATIONS

- American Society of Landscape Architects, Former TN Chapter President
- American Planning Association, Member
- Tennessee Urban Forestry Council
- Tennessee Native Plant Society
- US Green Building Council
- Cumberland River Compact
- Member, Sigma Lambda Alpha Honorary Society
- TN Recreation and Parks Association

ACTIVITIES/INVOLVEMENT

- Nashville Rescue Mission "Seeds of Hope Garden"
- Adjunct Professor at Lipscomb University (Institute for Sustainable

PROJECT EXPERIENCE

City of Kingsport Parks and Recreation Master Plan - Kingsport, TN

Project Manager for the City of Kingsport Park and Recreation Master Plan that will be an important document to help shape the recreational facilities and programs for the next 20 years. Connections to Kingsport's River Access and Historic Downtown where important considerations relative to recreational venues for the City.

City of LaVergne Parks and Recreation Master Plan - LaVergne, TN

Project Manager for comprehensive city-wide parks and recreation plan that has been utilized for neighborhood park grants and greenway expansion efforts.

Maury County Parks and Recreation Master Plan - Maury County, TN

Project Manager and Landscape Architect for the coordination of the planning process. The Maury County Plan considered programs and facilities of the surrounding city developments to insure an accurate evaluation of demands and services gaps the master plan provided particular focus on the rich outdoor and environmental experiences in the Region. Of particular importance was the evaluation and coordination of non-profit and adjoining municipalities in relation to the large 242 acre Mary County Park and the 14, 000 acres of state managed property in the county.

Murfreesboro Comprehensive Parks and Recreation Master Plan

Kevin served as the project manager and team leader to coordinate the planning process for the Murfreesboro Parks and Recreation Master Plan. The plan included detailed assessment of existing facilities, public visioning and input, recommendations on facility, program, staff, capital investments and partnership opportunities. Regional recreational trends and tourism opportunities were also considered in plan recommendations.

Columbia TN Parks and Recreation and Greenways Comprehensive Plan (Connect Columbia)

Project Manager and lead planner for the City of Columbia's park and recreation portion of Connect Columbia Citywide comprehensive plan. Ragan-Smith was part of the Volkert, Inc. team and coordinated with sub-consultant ALTA Planning and Design to examine the conditions of existing parks and recreation facilities and evaluate the needs of future growth, capital improvements and staffing recommendations to accommodate the

city's future park and recreation needs for the next 20 years. Planning recommendations included an evaluation of current NRPA standards as well as an evaluation of Columbia's park and recreation staff, budget and facilities relative to communities of comparable size.

H.V. Griffin Park Master Plan - Shelbyville TN

The city of Shelbyville required consulting services to master plan their 110 acre park and sports complex center. Services included an evaluation and redesign of existing recreation program elements and a plan to accommodate an additional 58 acres parcel. Park program elements include an aquatics and tennis center, a little league and softball complex, a new soccer complex, disc golf course, skate park, community picnic shelters, trail system and naturalized open space with wildlife viewing.

Jackson County Parks & Recreation Master Plan - Jackson County, TN

Master planning for parks and recreational including a plan with comprehensive evaluation of the existing facilities, programs, and staff as well as a strong vision for park and recreational opportunities in the future. RaganSmith worked with TDEC regarding the planning grant schedule and format to include TDEC personnel as part of the review and implementation strategy team. The plan also focused on economic and tourism prospects within the county and integrated the rich natural and cultural assets of Jackson County in the recreational strategy including the Cumberland River and thousands of acres of state-owned land areas.

McMinnville Parks & Recreation Master Plan - McMinnville, TN

The RaganSmith team will conduct interviews and collect data from field reconnaissance and mapping and make assessments regarding the conditions of current park and recreation facilities and programs. Assessment of the existing park and recreational facilities will be achieved through stakeholder and staff interviews and mapping of existing park and community center facilities with GIS, aerial mapping and plex-earth CAD files and site reconnaissance field data. Existing maps will evaluate natural, recreational, historical, and cultural assets within the community including potential greenway and blue way connections to key destination nodes in the study area, potential primary vehicular, bicycle and pedestrian access networks to park systems, general evaluation of ADA issues and general safety conditions and mapping of existing land use relative to park systems.

Northwest Georgia Bikeways and Trails: Planning Multiuse Routes

The North West Georgia Regional Commission has engaged Ragan-Smith to perform a regional feasibility and planning study to evaluate potential bikeways, trails and multi-use routes in the north Georgia portion of the Chattanooga-Hamilton County / North Georgia TPO. This study is an important step in optimizing the value of emerging multi-modal transportation networks in the region. It will facilitate inter-connections between several communities and provide recommendations on implementation of an economic market strategy related to multi-modal transportation opportunities in the study area. Kevin's role on the project includes project management, team coordination and oversight of mapping and trail / bikeway design considerations.

Fentress County Parks and Recreation Comprehensive Plan - Jamestown, TN

RaganSmith has been selected by Fentress County and the City of Jamestown to complete the comprehensive park and recreation master plan services. RaganSmith is currently conducting inventory and analysis of all the park and recreation facilities, staff and programs along with demographic trends and projections.

Ardmore Parks and Recreation Master Plan - Ardmore, TN

Master planning for 20 year parks and recreational facilities and programs including community input, NRPA baseline assessments, future facility and land acquisition, capitol improvements and staffing/organizational needs.



Michael Barille

PROJECT PLANNER

Michael is an experienced and innovative public leader focused on supporting the balanced growth and development of healthy, sustainable communities. Proven success in directing multiple large projects across design disciplines, geographic locations, and market segments. Comprehensive knowledge of design strategies, public engagement, process optimization, and execution with emphasis in resort design and recreational development, sustainable communities, redevelopment strategies, open space and trails planning, transit-oriented development and housing issues.

EDUCATION

Bachelor of Arts Zoology; Miami University, Oxford, OH

ACTIVITIES/INVOLVEMENT

- Park City Transportation Master Plan – Technical Advisory Committee
- Park City Recreation Board - Chair
- Summit Land Conservancy – Board Member, Vice President
- Mountain Trails Advisory Committee
- National Ability Center Volunteer and Facilities Committee
- Mountain Accord (4 County Regional Planning) – Co-Chair

PROJECT EXPERIENCE

Woodward Park City

128 acre, \$40 million new resort recreation facility. Woodward Park City is the newest addition to the Woodward action sports resort playgrounds and features indoor and outdoor facilities to drive progression in winter and summer action sports, parkour, cheer, tumbling, and digital media.

National Ability Center

26 acre \$20 million redevelopment project. The NAC is a non-profit organization providing recreation, education, and training for people with disabilities and their families.

Park City Municipal - Park Ave RDA Plan and Proforma

A special taxing / financing entity for a Park City historic neighborhood with an aim to facilitate redevelopment that furthers community goals for housing and livability. PlanWorks developed financial scenarios and coordinated concept land plans resulting in City Council decisions about how best to utilize City owned property and to guide additional acquisitions.

Mountain Accord

Committee Co-Chair for regional long range planning and community engagement process to establish vision, goals, and implementation mechanisms to manage towards overall livability for a 4 county area with multiple municipal governments and serving a population well over 2 million people. Specific planning areas included Economy, Recreation, Environment, and Transportation.

Park City Mountain Resort Base Area Plan

Design and entitlement of a new 800,000 square foot base area development to meet operational constraints, revenue requirements and align with local government objectives for redevelopment and transportation. On track to develop under new ownership.

Tracy City Community Mobility Plan

Prepare a comprehensive multi-modal mobility plan for Tracy City and the surrounding area based on a rigorous community engagement and user survey process. Develop consensus recommendations aligning goals of the city, key stakeholders, residents, and business interests. Plan includes recommendations for multiuse pathways, sidewalk and intersection improvements, and identification of placemaking opportunities utilizing new public parking/trailhead/event plazas, capture of new park space, an access consolidation plan, and a detailed set of streetscape improvements.



Lauren Arledge, PLA

LANDSCAPE ARCHITECT / PROJECT MANAGER

Lauren is a licensed Landscape Architect, focused on environmentally friendly community solutions and civic-minded design. She believes in designing and planning spaces for ALL people, which translates well to her work in the public sector. She enjoys listening to ideas from members of the communities she serves and transforming those ideas into exciting experiences. Lauren has a deep appreciation for the outdoors and a love of being in nature. She has a natural resource-focused background and

views her projects as opportunities to highlight the benefits of working with environmental processes and promoting native species in design. Adept at site planning, comprehensive planning, and working with public and private sector clients, She understands how to turn abstract concepts into real-world design outcomes.

EDUCATION

Virginia Polytechnic and State University,
Washington-Alexandria Architecture
Center (WAAC)
Master's of Landscape Architecture, 2017

Virginia Polytechnic and State University
Graduate Certificate in Natural
Resources, 2016

University of North Carolina at Asheville,
Bachelor of Arts in Music (Classical Vocal
Performance), 2009

REGISTRATIONS

CLARB Certified Landscape Architect
Licensed in Tennessee (#1256) and
Alabama (#873)

CERTIFICATIONS

- Level 1 TNEPSC Certified Personnel
(Certification #144056)
- Certified Tennessee Extension Master
Gardener (Class of 2021)

AWARDS

- Edward B. Ballard Scholarship in
Landscape Architecture ASLA
Potomac Chapter (2017)
- Landscape Architecture Third
Year Studio Award Virginia Tech -
Washington-Alexandria Architecture
Center (2017)

PROJECT EXPERIENCE

Parks + Recreation Comprehensive Master Plan - Chatham County, NC
Arledge contributed to the Chatham County Parks + Recreation Comp Master Plan, adopted February 18th, 2019. The goals of the project were inventorying existing parks and recreation resources, identifying deficiencies and creating strategies to guide the development of future facilities and programs. In her role as park designer, She facilitated a robust public engagement process, which included community input meetings and focus groups with key stakeholders, County Parks and Recreation staff, and an advisory committee. Utilizing GIS, She inventoried existing park and trail resources and synthesized data collected through the community engagement exercises to create the framework for a system of new parks, trails and connections. She extensively researched the history of Chatham County to inform her work, and to understand the character and values contributing to the County's unique sense of place.

Parks and Recreation Comprehensive Master Plan - Warren County, NC
Arledge contributed to the Warren County Parks and Recreation Comp Master Plan. Inventorying and assessing the quality of existing park resources, identifying key areas for improvement, and developing strategies for park and programming futures were goals of the project. Public input was critical to the work of the team, and She facilitated public engagement exercises with members of the community and County staff. Using GIS, she created maps of existing park resources to help inform community members about their parks and provide visual tools for gathering data. Warren County is rural, and racially and economically diverse, necessitating a culturally sensitive and inclusive approach to planning and the public input process. She listened to the concerns of a range of community stakeholders and translated their ideas into functional design strategies.

Landfill - Park Redevelopment Project - Paulding County, GA

Arledge designed a conceptual master plan to redevelop a 170 acre municipal solid waste facility into an eco-park. The site's regional context, brownfield status and proximity to neighborhoods, presented exciting design challenges. She leaned-in to these challenges, proposing design solutions to benefit the community and the environment. Understanding that people are naturally curious, she viewed the site as an opportunity to incorporate ecological and educational elements, including informational waysides, a native tree arboretum, an outdoor classroom and created wetlands for the treatment of stormwater and leachate from the landfill. Passive recreation elements, including a network of hiking and mountain bike trails, create connections to adjacent residential developments. Traditional programs and amenities round-out the site, including natural and inclusive playgrounds, dispersed picnic areas, covered pavilions with comfort stations, a large dog park with wash station, ball courts, and a multi-purpose field.



Matt Hamilton, PLA

LANDSCAPE ARCHITECT | GIS SPECIALIST

Matt has his Master's in Landscape Architecture from the University of Georgia. As a licensed landscape architect, Matt has extensive experience in planning, GIS mapping, site design, master planning, commercial site design, planting design, corridor studies and stormwater management design. Matt also has experience working in the public sector with the City of Franklin Planning and Sustainability Department. His strength in understanding geographical information systems (GIS) allows him to look at spatial and tabular data to identify and address specific land use and planning issues. His GIS skills provide the ability to visualize, question, analyze and interpret geospatial data for all types of projects.

EDUCATION

University of Tennessee, BA, Plant Sciences

University of Georgia, Master of Landscape Architecture

REGISTRATIONS

Landscape Architect Tennessee #1100

AFFILIATIONS

- LEED Green Associate
- American Planning Association Member
- ASLA Associate Member

PROJECT EXPERIENCE

Columbia TN Parks and Recreation Comprehensive Plan (Columbia, TN)

RaganSmith was part of the Volkert, Inc. team and coordinated with sub-consultant ALTA Planning and Design to examine the conditions of existing parks and recreation facilities and evaluate the needs of future growth, capital improvements and staffing recommendations to accommodate the city's future park and recreation needs for the next 20 years. Planning recommendations included an evaluation of current NRPA standards as well as an evaluation of Columbia's park and recreation staff, budget and facilities relative to communities of comparable size.

Northwest Georgia Bike and Pedestrian (Various Counties, GA)

GIS Analyst & Designer for feasibility study that established a strong vision for multi-use routes throughout the North Georgia portion of the Chattanooga-Hamilton County / North Georgia Transportation Planning Organization (CHCNGA-TPO). This study is an important step in optimizing the value of emerging multi-modal transportation networks in the region. It will facilitate inter-connections between several communities and provide recommendations on implementation of an economic market strategy related to multi-modal transportation opportunities in the study area.

Fentress County Parks and Recreation Comprehensive Plan

RaganSmith was selected by Fentress County and the City of Jamestown to complete comprehensive park and recreation master plan services. These services included, master planning for parks & recreational facilities and programs over a 20 year timeline, including community input, NRPA baseline assessments, future facility and land acquisition, capital improvements and staffing/organizational needs.

Murfreesboro Parks and Recreation Plan (Murfreesboro, TN)

Matt provided team support for the Murfreesboro Parks and Recreation Plan to map all the GIS data and demographic information. He provided key park and recreation analysis for the opportunities and constraints related to existing and future recreational facilities. Matt also provides assistance with the public input process and survey data collection and interpretation.

Maury County Parks and Recreation Master Plan (Maury County, TN)

Matt served to provide design and mapping expertise for the planning process. The Maury County Plan considered programs and facilities of the surrounding city developments to insure an accurate evaluation of demands and services gaps the master plan provided particular focus on the rich outdoor and environmental experiences in the Region.



Laura Jones, PE, CFM

ASSOCIATE | ENVIRONMENTAL PROJECT MANAGER

Laura Jones is a professionally licensed engineer with more than 16 years of experience in the field of civil and environmental engineering. Experience includes an extensive knowledge of stormwater management, environmental permitting, natural resource management, stream and wetland restoration, hydrology and hydraulics. During her career she has worked with both the public and private sector in various roles including her time with Metro Nashville Storm-water. While serving as an engineer for Metro Stormwater she was integral in the development and implementation of the stormwater regulations and guidelines.

She assisted in developing the water quality regulations that are used in Metro and a majority of middle Tennessee including the management of water quality, quantity, attenuation and removal of pollutants. She is a Certified Floodplain Manager and assists communities with floodplain regulations, environmental resource recovery, emergency preparedness and response to flooding.

EDUCATION

Bachelor of Science Civil Engineering,
2003 Tennessee Technical University

Graduate work towards Master of
Science in Environmental Engineering,
2004

REGISTRATIONS

Professional Engineer: TN #111211

ASFPF Certified Floodplain Manager

CERTIFICATIONS

- TDEC Level I – Erosion Prevention & Sediment Control Certification #133281
- TDEC Level II – Design Principles for Erosion Prevention and Sediment Control for Construction Sites
- Rosgen Level I – Applied Fluvial Geomorphology Training,
- Wetland Identification and Delineation Training
- Traffic Noise Fundamentals (8 hours)
- FHWA Traffic Noise Model 2.5 (32 hours)

PROJECT EXPERIENCE

TDOT Environmental Permitting Contract (2016-2020)

Engineer responsible for preparing erosion prevention and sediment control design and stormwater pollution prevention plans for linear roadway projects for the State of Tennessee Department of Transportation. This work has included projects across the state of TN in all regions working with the regional offices as well as headquarters permits departments. Preparation and review of water quality permit documents and stormwater permitting documents has been included in the scope of work on many projects.

South Mt. Juliet Road NEPA (Wilson County)

Engineer responsible for the NEPA document for 2 miles of multimodal improvements and widening on SR 171 (Mt. Juliet Road) and SR 265 (Central Pike). Project challenges include rapidly developing suburban location, environmental avoidance features, and assessment of future interchange (Central Pike) and its impacts on traffic turning movements and ADT's on the Mt. Juliet Road corridor. Ms. Jones assisted with preliminary design of drainage system and EPSC to determine ROW impacts. Ms. Jones was the engineer responsible for identifying and coordinating mitigation opportunities to offset anticipated impacts to streams and wetlands.

Fentress County / City of Jamestown Parks and Rec Comprehensive Plan

This master plan process included extensive inventory and analysis of all the park and recreation facilities, staff, and programs along with demographic trends. Laura was responsible for the environmental and natural resource assessment and advisement.

Jackson County Parks and Rec Comprehensive Plan

RaganSmith coordinated all the TDEC planning requirements including detailed inventory analysis of all the park and recreation facilities, natural resource assessment, staff, budgets, maintenance needs and programs along with demographic trends and projections. Laura was responsible for the environmental and natural resource assessment and advisement.

Kingsport Parks and Rec Master Plan

The City of Kingsport Park and Recreation Master Plan became an important document to help shape the recreational facilities and programs for the next 20 years. Laura was responsible for the environmental and natural resource assessment and advisement.

WHAT WE DO

RaganSmith has a strong track record of successful experience with projects similar to the Town of Thompson's Station Parks and Recreation Master Plan Project. RaganSmith's experience includes large comprehensive plans and economic assessments that look at the big picture as well as detailed construction and implementation projects.

RaganSmith is committed to keeping projects on schedule and keeping communications flowing throughout the planning process. We have a strong track record of meeting schedule expectations as is testified in our client references. We start each project by defining an overall schedule from start to finish along with established milestones to measure progress along the way. We have a large staff of skilled professionals to draw from to ensure that our goals and deadlines will be met.

RaganSmith takes great pride in setting a standard of excellence as a consulting firm. Our staff of talented professionals strives to complete our work with the expertise, professionalism, and integrity entrusted to us by our clients. Our focus on each project remains until we meet the expectations of our client and achieve our own standard of excellence.

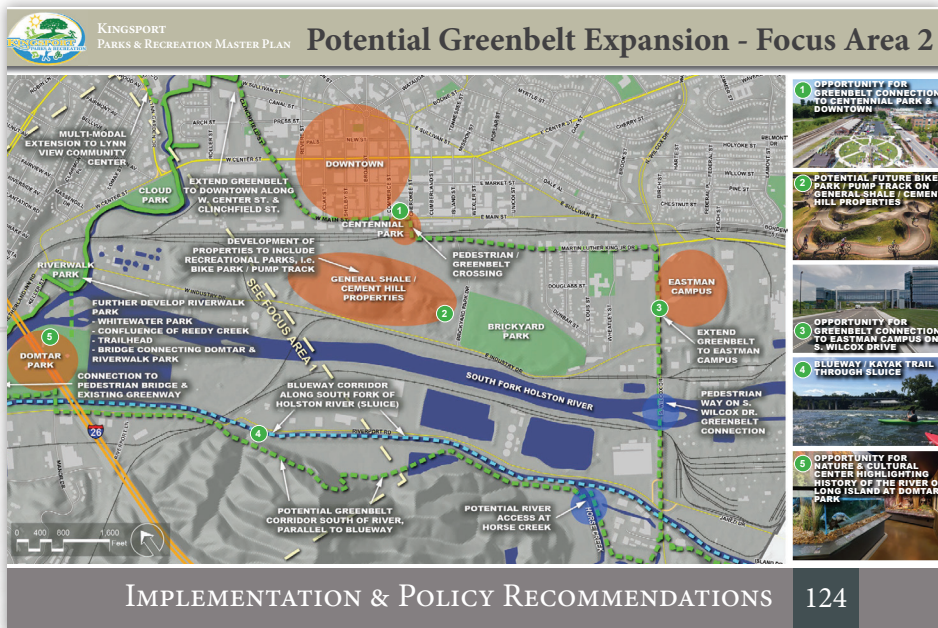


RaganSmith has worked in many municipalities and communities developing expertise in providing services for a large number of Comprehensive Park, Recreation and Greenway Master Planning projects. These projects have required a full range of services including surveying, master planning and public input, grant applications, engineering and landscape architecture and design. Our project experience includes:

- 1. Kingsport Park and Recreation Master Plan**
- 2. Lavergne Parks and Recreation Master Plan**
- 3. Maury County TN, Park and Recreation Master Plan Jackson Co Parks and Recreation Master Plan**
- 4. Maury County TN, Park and Recreation Master Plan**
- 5. ConnectColumbia Park and Recreation Comprehensive Plan**
- 6. Jackson County Parks and Recreation Master Plan**
- 7. McMinnville Parks and Rec Master Plan**
- 8. White County Parks and Rec Master Plan**
- 9. Fentress County Parks and Recreation Comprehensive Plan**
- 10. HV Griffin Park**
- 11. Rhea County Greenway Master Plan**
- 12. Northwest Georgia Feasibility Study for Bikeway & Pedestrian Multi-Use Routes**

KINGSPORT PARK AND RECREATION MASTER PLAN

The City of Kingsport Park and Recreation Master Plan will be an important document to help shape the recreational facilities and programs for the next 20 years. Connections to Kingsport's River Access and Historic Downtown where important considerations relative to recreational venues for the City. The surrounding assets of State and Regional outdoor recreational experiences unique to the Kingsport area, were integrated into the City's master plan recommendations. A community engagement "tool kit" was utilized for valuable public input in partnership with corporate industries, downtown Main Street, Kingsport Visitors Bureau, The Kingsport Neighborhood Associations and other key stakeholders.



“

RaganSmith was very creative in obtaining community engagement during the planning process and helped facilitate multiple ways of getting feedback to overcome the limitations caused by COVID-19 restrictions.

”

LAVERGNE PARKS AND RECREATION MASTER PLAN

The city currently has 73 acres of park land and 3.1 miles of greenway that require programming, operations, and management. The City of La Vergne has limited growth opportunity due to Percy Priest (Army Corp of Engineers Property), to the north, Davidson County Boundary on most of the west side of the City, and property annexed by the town of Smyrna on the east and southern sides of the City. It was important for the master plan to identify opportunities to maximize park and recreation opportunities within existing City boundaries as much as possible, as well as prioritize partnerships and pedestrian connections with surrounding communities and Army Corps of Engineers Property on Percy Priest.



LA VERGNE
PARKS & RECREATION MASTER PLAN

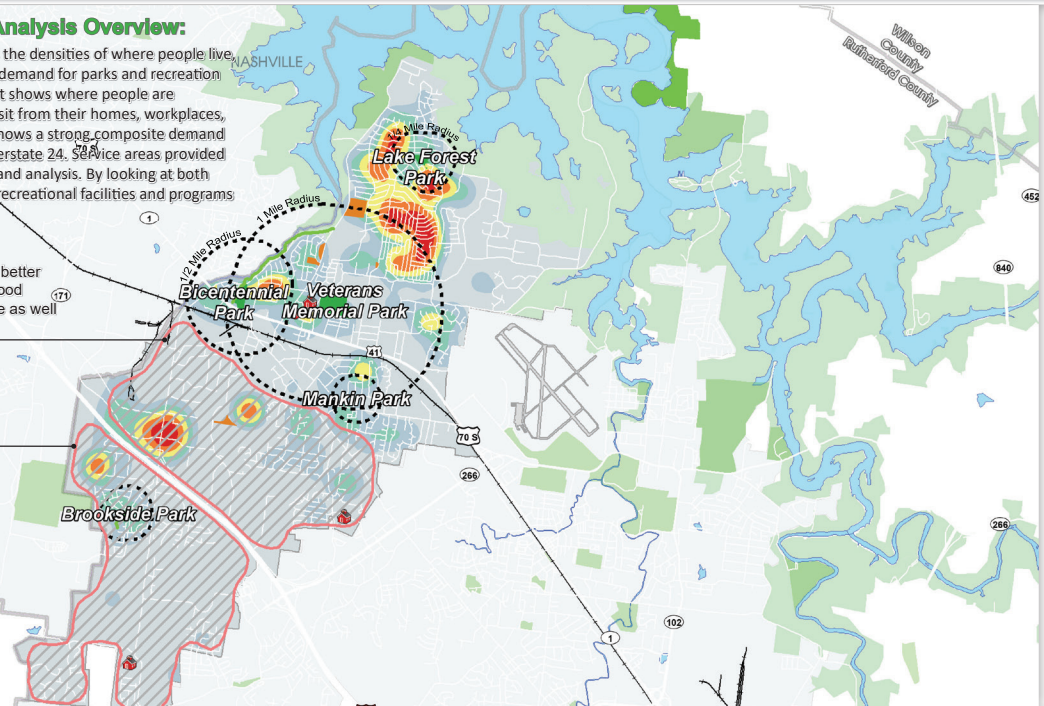
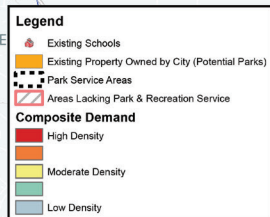
Composite Demand & Service Map Analysis

Composite Demand & Service Analysis Overview:

This composite demand analysis map combines the densities of where people live, work, and play to identify the areas of greatest demand for parks and recreation facilities. This is an important analysis because it shows where people are spending most of their time. Most park users visit from their homes, workplaces, or social / entertainment events. The analysis shows a strong composite demand for the Lake Forrest neighborhood and near Interstate 24. Service areas provided from existing parks are projected over the demand analysis. By looking at both demand and service area together, the gaps in recreational facilities and programs are identified.

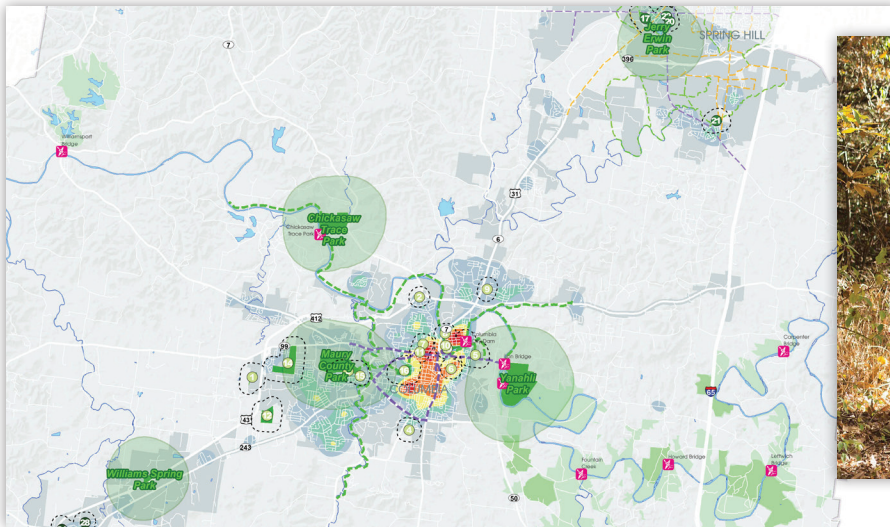
This area consists of a mixture of industrial, commercial, and mixed residential. It would be better served by the incorporation of small neighborhood parks that could fit into both areas of commerce as well as residential settings.

The southwest side of I-24 has potential for significant residential growth. It could be better served by an additional community park and more local neighborhood parks.



MAURY COUNTY TN, PARK AND RECREATION MASTER PLAN

RaganSmith served as the Prime consultant for this project teamed with Equinox and Randall Gross Development Economics to shape a 10 year + vision for Countywide recreational facilities, programs, staff requirements, capital improvements and revenue/expense considerations. Unique challenges and opportunities addressed in the plan include the need to capture funding opportunities, joint partnerships with surrounding cities and state agencies and connecting parks and open space with greenways and blueways. A strong vision was cast for outdoor and environmental activities and learning in partnership with the 14,000 acres of state managed property in the county.



“

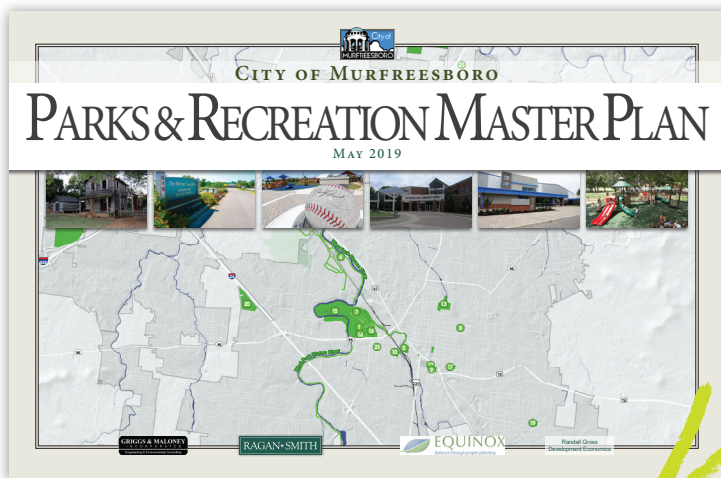
A particular strength of the RaganSmith team includes an understanding of the need to balance all aspects of recreational experience in the county's master plan, including the rich outdoor and environmental experiences that exist. RaganSmith has provided high quality services and *they have stayed on track with the proposed schedule and budget.* I highly recommend them as a park and recreational consultant.

Al Ray, Director of Parks and Recreation
Maury County, Tennessee

”

CITY OF MURFREESBORO PARK AND RECREATION MASTER PLAN

RaganSmith served as the prime consultant and teamed with Equinox, Griggs and Maloney and Randal Gross Economics to complete a comprehensive park and recreation master plan for the City of Murfreesboro. The master plan includes extensive evaluation of existing facilities including ADA and maintenance considerations. In depth public input included stakeholder and focus group surveys and public visioning and open house meetings. A focus of the plan includes connections to greenways and multi-modal routes, partnership opportunities with public schools, Middle Tennessee State University and the Stones River National Battlefield. Regional recreational trends were evaluated relative to large athletic tournaments and outdoor recreation and fitness to determine possible tourism opportunities. Recommendations for park facilities and programs considered specific and unique experiences that users might have in addition to the traditional NRPA categories of active and passive park typology.



“Projects were completed in a timely fashion within schedule and budget constraints.”

“RaganSmith’s solutions and implementation strategies are creative, functional, and realistic; making them applicable in a “real world” setting.”

Gary Whitaker, Planning Director
City of Murfreesboro



“Their approach is professional, their flexibility to our changing needs is appreciated, and their commitment to keeping a project on schedule and within budget is key.”

Angela Jackson, Executive Director of Community Services
City of Murfreesboro

Greenways, sports, history are park priorities, consultants say



Kevin Guenther with the Ragan-Smith engineering firm tells an audience last week about creating a parks system master plan. JASON M. REYNOLDS

JASON M. REYNOLDS
jreynolds@mainstreetmedia.com

Greenways, sports facilities and “heritage” sites like Cannonsburgh Village have been identified by residents as priorities in forming a Murfreesboro parks master plan, consultants say.

The Murfreesboro Parks & Recreation Department has worked on the plan since last year with consultants that include Kevin Guenther, an associate with the Ragan-Smith engineering firm. Several public input sessions have been held during that time.

Officials said one more public hearing will be held before the plan is presented to the City Council.

The most recent public hearing was held last week at Patterson Park Community Center with a crowd that included the City Council.

“Constraints” identified by members of the public on the current park system include the need for better connecting parks together and ways to reach parks other than by automobile. Maintenance also was raised as a concern. Guenther said the area most in need of a park is the south-west side of Murfreesboro, but added

that small pocket parks are needed throughout town.

People attending previous input sessions also said they want to ensure Murfreesboro retains its reputation as “Sports Capital of Tennessee.”

Pertaining to heritage sites, Ragan-Smith suggested creating a “main cultural center” with places to interact outside such as an amphitheater. The city does well in including diverse citizens by age, race and interests in events, according to Ragan-Smith. There is a need for more community volunteers.

Randal Gross, another consultant, said nearly half of the park system’s revenues come from fees like user charges and athletic league use.

Murfreesboro is at the low end of comparable-size cities nationwide for per-capita spending on parks but on the upper end in Middle Tennessee, Gross said.

Potential new revenue sources include business improvement districts, impact fees or seeking grants and corporate sponsorships.

Councilman Rick Lalanc asked for a list of specific ideas to implement for revenue sources like corporate sponsorships.

Councilman Eddie Smotherman said, “Looking at the number of investments that the city’s made in the last year, I can’t believe we’re not any higher than we are.”

Every newly built neighborhood is required by the city to have green-space and amenities like pavilions, Smotherman said, and the city has bought land to build future parks.

“It’s just ... every three months it seems like we’re coming up with a new project,” Smotherman said.

Guenther said the survey comparing the city to national standards is a state measurement. Murfreesboro scored good marks from survey participants.

“It’s not a low mark,” Guenther said. “We had a pretty high level of regional properties. We want to maintain the same quality.”

CONNECTCOLUMBIA PARK AND RECREATION COMPREHENSIVE PLAN - COLUMBIA, TN

Evaluated land use, transportation and parks and recreation within the City's urban growth boundary. RaganSmith assisted with analyzing all three components of the plan to integrate them into final recommendations. RaganSmith and ALTA completed work on this project as part of the Volkert, Inc team. The Columbia Comprehensive Plan is a multi-faceted project. The plan is focused on both quantitative and qualitative analysis of existing conditions to and create recommendations on how to city could improve their current system. Maps created using GIS are used to analyze where people live, work, learn, and play, as well reveal "hot spots" of demand. Connections between parks, community centers, and other facilities were also analyzed and ways to strengthen these connections. Parks and recreation and greenway assets strengthening will be an integral part in the success of the city's growth and promote valuable greenway and multi-modal connections. ***This project won an award from the American Planning Association in 2018 for Outstanding Plan.***

Choose Your Future Park Activities!

DOG PARK 1ST PRIORITY: 1 2ND PRIORITY: - 3RD PRIORITY: 1	BOCCE BALL 1ST PRIORITY: - 2ND PRIORITY: - 3RD PRIORITY: -	PUBLIC GARDENS 1ST PRIORITY: 2 2ND PRIORITY: - 3RD PRIORITY: -	WILDLIFE VIEWING 1ST PRIORITY: - 2ND PRIORITY: - 3RD PRIORITY: -	GEOCACHING 1ST PRIORITY: - 2ND PRIORITY: - 3RD PRIORITY: -	HORSESHOES 1ST PRIORITY: - 2ND PRIORITY: 1 3RD PRIORITY: 1
PLAY STRUCTURES 1ST PRIORITY: 1 2ND PRIORITY: - 3RD PRIORITY: -	CLIMBING STRUCTURES 1ST PRIORITY: - 2ND PRIORITY: 3 3RD PRIORITY: -	TEAM BUILDING COURSE 1ST PRIORITY: 1 2ND PRIORITY: 1 3RD PRIORITY: -	SHUFFLEBOARD 1ST PRIORITY: - 2ND PRIORITY: - 3RD PRIORITY: -	MOUNTAIN BIKING 1ST PRIORITY: - 2ND PRIORITY: - 3RD PRIORITY: -	NATURE BASED PLAYGROUND 1ST PRIORITY: 2 2ND PRIORITY: - 3RD PRIORITY: 1
PUBLIC OPEN SPACE 1ST PRIORITY: - 2ND PRIORITY: - 3RD PRIORITY: -	PICKLEBALL 1ST PRIORITY: - 2ND PRIORITY: - 3RD PRIORITY: -	ADULT ART & CULTURE 1ST PRIORITY: 3 2ND PRIORITY: 1 3RD PRIORITY: -	YOUTH ACTIVITIES 1ST PRIORITY: 1 2ND PRIORITY: - 3RD PRIORITY: -	What would you like to see offered by Columbia Parks & Rec? GREEN - 1ST PRIORITY BLUE - 2ND YELLOW - 3RD	

“RaganSmith has worked with the City of Columbia on several key projects. They have provided a high level of service as it relates to the multiple needs of these projects. I highly recommend RaganSmith for planning and design services.”

*Mackel Reagan, Parks and Recreation Director
City of Columbia*

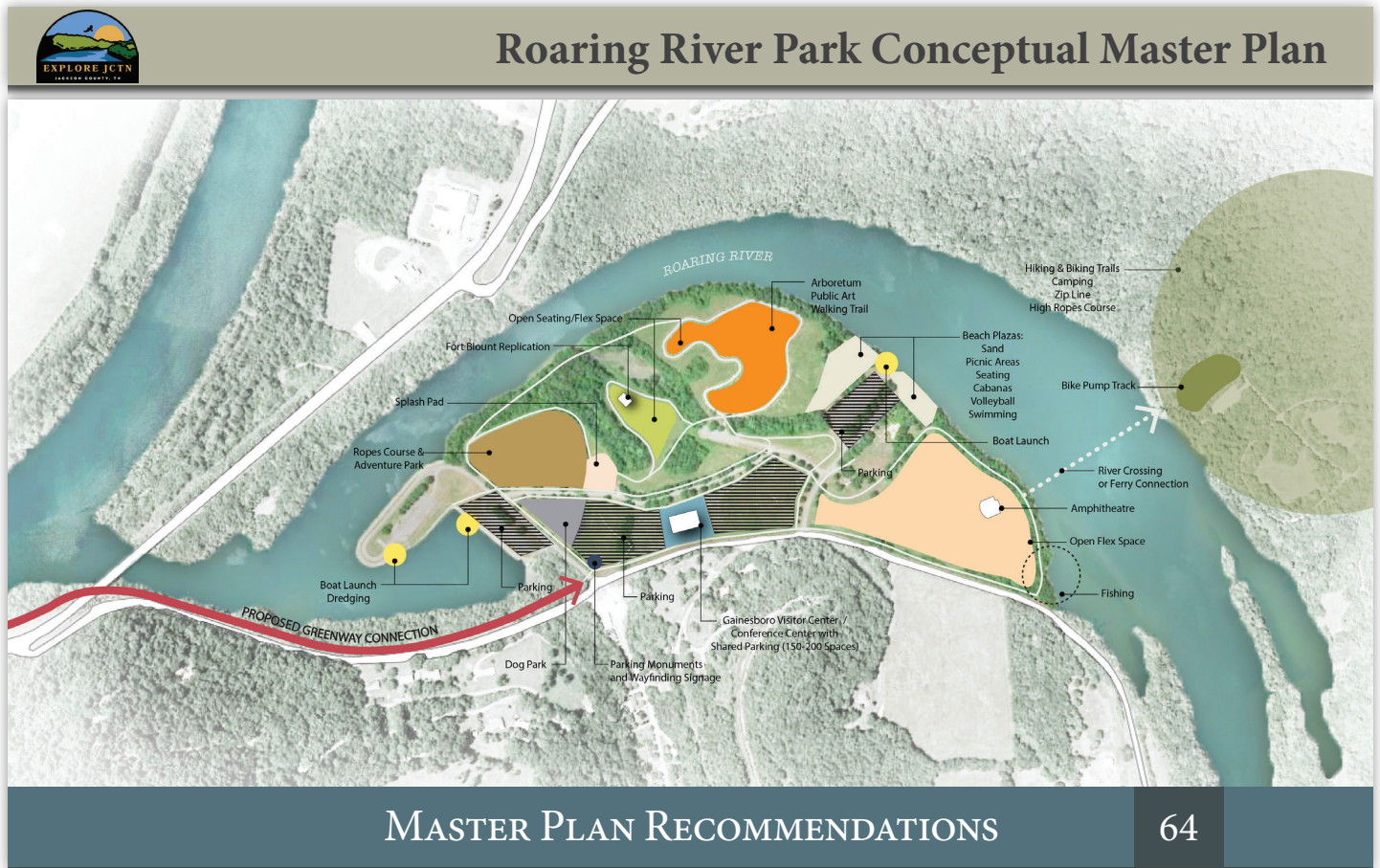


JACKSON CO PARKS AND RECREATION MASTER PLAN

Jackson County has numerous existing parks. These facilities range in size from Regional and Special Use Parks to Local Neighborhood Parks. Although not under the jurisdiction of Jackson County, the Army Corp or Engineers and State Parks have a large presence in the county. To balance the different recreational needs of its residents, the Master Plan identified a variety of park and trail facilities that range in size and function. One of the biggest opportunities identified was partnering with the Army Corp of Engineers and State Parks to further develop several properties along the Cumberland River for residents and visitors to Jackson County.

“Of particular importance with this plan was the ability to work with TDEC regarding the planning grant schedule and format and to include TDEC personnel as part of the review and implementation strategy team.”

*Randy Heady, Mayor
Jackson County, Tennessee*



MASTER PLAN RECOMMENDATIONS

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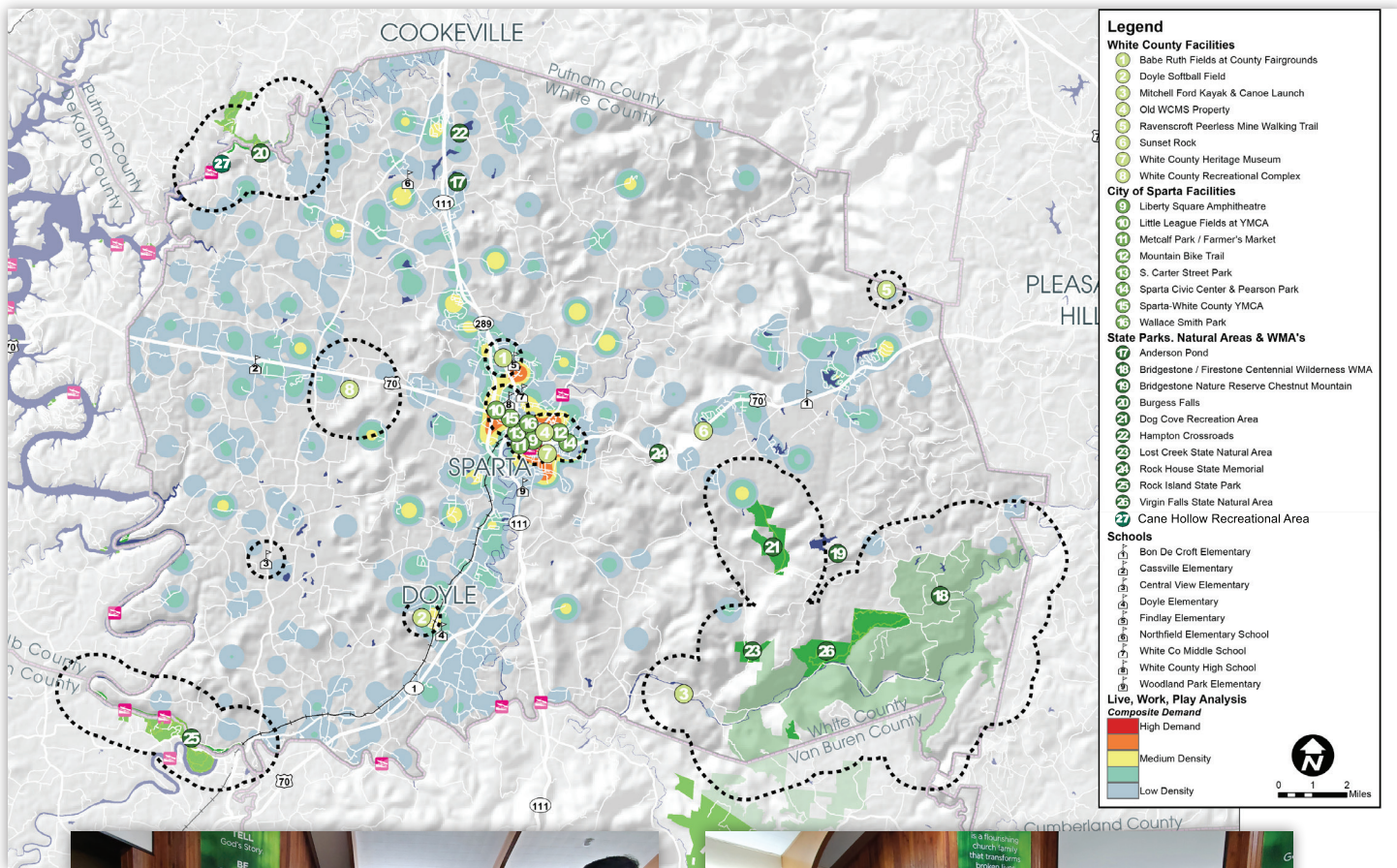
MCMINNVILLE PARKS AND RECREATION

RaganSmith was chosen by the City of McMinnville for the task of creating a Parks and Recreation Master Plan. The project will be funded through the Healthy Built Environment (HBE) Grant. The RaganSmith team will conduct interviews and collect data from field reconnaissance and mapping and make assessments regarding the conditions of current park and recreation facilities and programs. Assessment of the existing park and recreational facilities will be achieved through stakeholder and staff interviews and mapping of existing park and community center facilities with GIS, aerial mapping and plex-earth CAD files and site reconnaissance field data. Existing maps will evaluate natural, recreational, historical, and cultural assets within the community including potential greenway and blue way connections to key destination nodes in the study area, potential primary vehicular, bicycle and pedestrian access networks to park systems, general evaluation of ADA issues and general safety conditions and mapping of existing land use relative to park systems.



WHITE COUNTY PARKS AND RECREATION

RaganSmith was chosen by White County for the task of creating a Parks and Recreation Master Plan. The project will be funded through the Healthy Built Environment (HBE) Grant. The RaganSmith team will conduct interviews and collect data from field reconnaissance and mapping and make assessments regarding the conditions of current park and recreation facilities and programs. Assessment of the existing park and recreational facilities will be achieved through stakeholder and staff interviews and mapping of existing park and community center facilities with GIS, aerial mapping and plexearth CAD files and site reconnaissance field data. Existing maps will evaluate natural, recreational, historic and cultural assets within the community including potential greenway and blue way connections to key destination nodes in the study area, potential primary vehicular, bicycle and pedestrian access networks to park systems, general evaluation of ADA issues and general safety conditions and mapping of existing land use relative to park systems. Regional conditions will be evaluated to consider how they fit in context with the planning area.



FENTRESS COUNTY PARKS AND RECREATION COMPREHENSIVE PLAN - JAMESTOWN, TN

Fentress County and the City of Jamestown was awarded a 2017 Parks and Recreation Master Plan Grant through TDEC (The Tennessee Department of Environment and Conservation). RaganSmith was selected by Fentress County and the City of Jamestown to complete the comprehensive park and recreation master plan services. RaganSmith is conducted inventory and analysis of all the park and recreation facilities, staff and programs along with demographic trends and projections. RaganSmith is also conducted public input meetings to facilitate community input and visioning for the county wide parks system. Findings and recommendations on future facility requirements, capital improvements, staff adjustments and implementation strategies were evaluated for 5 year and 10 year projections. Evaluations was made to comparable communities similar to Fentress County and the City of Jamestown in size and budget expenditure. Final recommendations have been used to shape the future of park and recreation facilities and programs and to pursue funding and grant opportunities. This has included the implementation of a splash pad and expansion of ballfields utilizing TDEC local park and recreation grant funding.



“

Their approach was **very professional and their analysis was very extensive.** I highly recommend RaganSmith for their planning and landscape architectural services.

”



J. Michael Cross, County Executive
Fentress County, Tennessee

H.V. GRIFFIN PARK - SHELBYVILLE, TN

The H.V. Griffin Park Expansion required master plan services to evaluate an upgrade to existing park facilities along with the programming and design of an additional 50 acres of newly acquired park land. Key elements of the park program include an upgrade to baseball and softball facilities, planning for a new six field soccer complex designed for regional soccer tournament, expanded indoor tennis facilities, an expanded aquatic center, skate park and utility athletic fields, development of a premium 18 hole disc golf course facility and more than 2 miles of walking trails. RaganSmith facilitated public input meetings and design input review from the park board and public officials. An efficient phasing plan was developed to integrate existing infrastructure and allow for staged development of the park as budget permits. RaganSmith also utilized the master plan to assist the City in pursuing LPRF grants for the expansion of their skate park and tennis facilities.



“They performed these services in good accordance with the budget and schedule requirements.”

*Mike Alsup, Director of Parks and Recreation
City of Shelbyville*

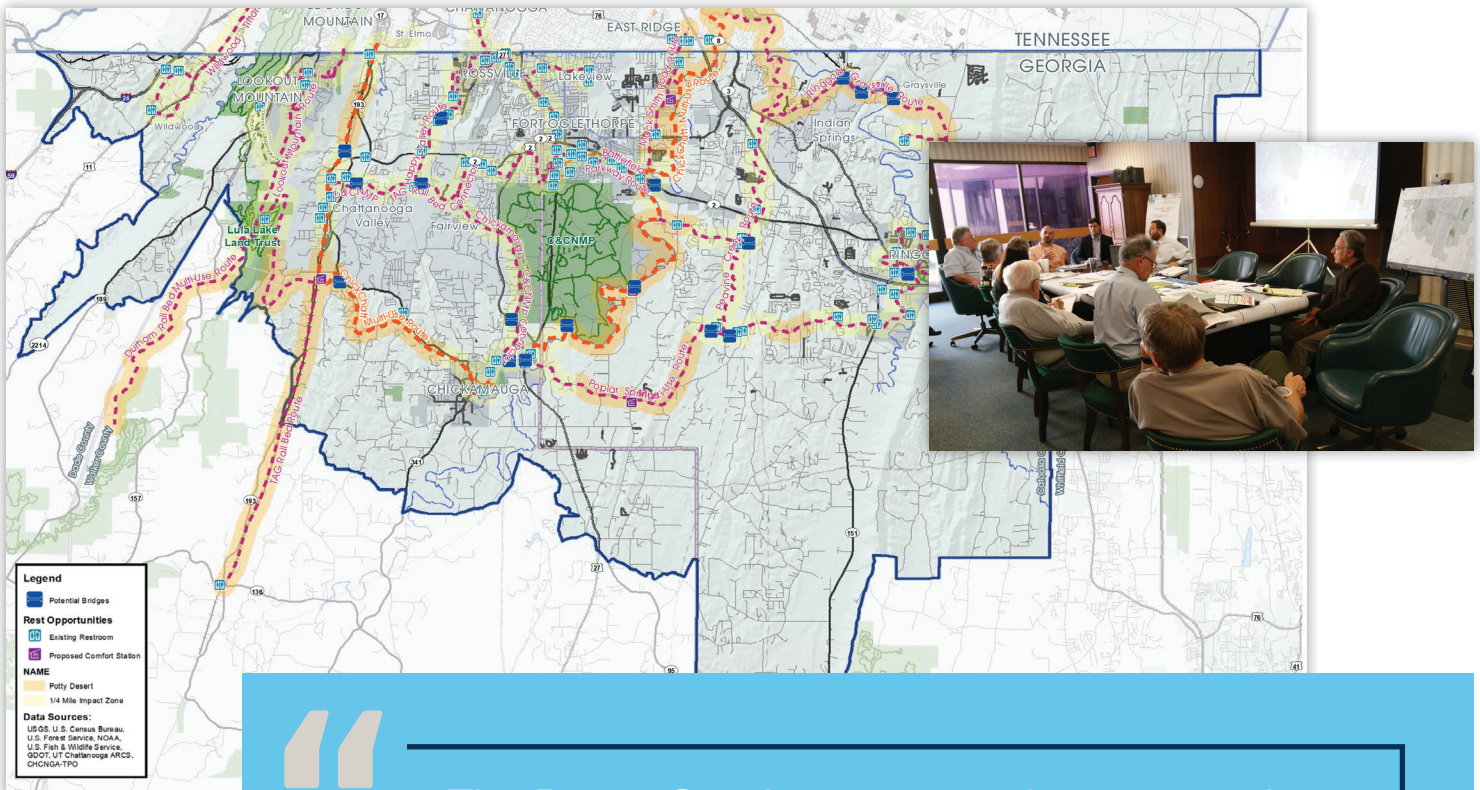
RHEA COUNTY GREENWAY MASTER PLAN - RHEA COUNTY, DAYTON, SPRING CITY, TN

RaganSmith collaborated as part of the Rhea County Greenway Master Plan team, working as a subconsultant with Equinox Environmental. The Greenway Master plan evaluated opportunities throughout the county to consider primary greenway routes that can connect The Cumberland Trail to the City of Dayton and the City of Spring City. Greenway connections also considered preservation of key natural areas, places of rich cultural and historic value and opportunities to bring economic vitality and commerce throughout the county. RaganSmith was part of the inventory and analysis efforts to identify design solutions for critical greenway crossings and routes at highways, railroads, bridges and waterways. Just as important, the team also evaluated key destination points and nodes of commerce along potential greenway routes. RaganSmith played a key role in assistance with community engagement, stakeholder feedback and landowner input. Important landowner parcels were identified and feedback was documented on greenway maps and a response matrix to help evaluate the implementation of greenway priorities.



NORTHWEST GEORGIA FEASIBILITY STUDY FOR BIKEWAY & PEDESTRIAN MULTI-USE ROUTES - VARIOUS COUNTIES, GEORGIA

The Northwest Georgia Regional Commission has engaged RaganSmith with Toole Design Group and Randall Gross Economic Development as subconsultants to perform a regional feasibility and planning study to evaluate potential bikeways, trails and multi-use routes in the North Georgia portion of the Chattanooga-Hamilton County / North Georgia TPO. This study is an important step in optimizing the value of emerging multi-modal transportation networks in the region and for creating a regional plan for bike and pedestrian connectivity. The plan facilitates inter-connections between several communities and provides recommendations on implementation to create a triple bottom line analysis of the proposed plan and strategies utilizing multi-use funding opportunities in the study area. This project was an 80/20 grant project that was funded by the Lynhurst Foundation.



“ The RaganSmith team was dynamic and responsive and harmonized a strong planning process from beginning to end. The project was delivered in a *timley fashion that met all schedule and budget challenges.* ”

RaganSmith References



Kitty Frazier*

City of Kingsport
Parks and Recreation Manager
kittyfrazier@kingsporttn.gov
(423) 229-9457

Kingsport Parks and Recreation Master Plan

David McGowen

City of LaVergne
Director of Parks and Recreation
dmcgowen@lavernetn.gov
(615) 793-3224

City of LaVergne Parks and Recreation Master Plan

Al Ray*

Director of Parks and Recreation
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Columbia, TN 38401
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(931) 375-6100

Maury County Parks and Recreation Master Plan

Gary Whitaker*

Assistant City Manager, Economic Development
City of Murfreesboro
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(615) 849-2629
gwhitaker@murfreesborotn.gov

Angela Jackson*

Executive Director of Community Services
City of Murfreesboro
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Murfreesboro, TN 37130
(615) 890-5333
nwilliams@murfreesborotn.gov

City of Murfreesboro Parks and Rec Master Plan

Mackel Reagan*

Columbia Parks and Recreation, Director
700 North Garden Street
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Columbia Parks and Recreation Comprehensive Plan

Mike Alsup

Shelbyville Parks and Recreation, Director
PO Box 185
Shelbyville, TN 37162
mike.alsup@shelbyvilletn.org
(931) 684-9780

H.V. Griffin Park Master Plan

Randy Heady*

Jackson County Mayor
P.O. Box 617
Gainsboro, TN 38562
(931) 268-9888

Jackson County Parks and Recreation Master Plan

* See full reference letter on following pages.



Kingsport Parks and Recreation
1550 Fort Henry Drive, Kingsport TN 37664
423-229-9457

September 13, 2021

Dear Recipient,

The City of Kingsport engaged RaganSmith to provide consulting services in preparing their Parks and Recreation Master Plan. This was the first comprehensive Parks and Recreation plan prepared for the city and it has become a very important tool to be utilized by the parks department and city leadership to shape future capital improvements, facility expansions, program developments and the staff organizational decisions. RaganSmith was very creative in obtaining community engagement during the planning process and helped facilitate multiple ways of getting feedback to overcome the limitations caused by COVID 19 restrictions. The final plan is comprehensive and provides a vision for the next 15 years. It includes recommendations for all levels of parks including urban space, local neighborhood space and large community parks. It also integrates the value of the Holston River and city greenways to provide critical connections and health and recreational benefits for city residents and visitors alike. The planning process met all the requirements of the contract agreement and the RaganSmith team was a pleasure to work with. Their firm was the right choice to guide our planning process for the Kingsport Parks and Recreation Master Plan.

Sincerely

A handwritten signature in blue ink that reads "Kitty Frazier". The signature is fluid and cursive, with the first name "Kitty" and last name "Frazier" clearly distinguishable.

Ms. Kitty Frazier

Kingsport Parks and Recreation Manager



Maury County Parks & Recreation

1018 Maury County Park Drive

Columbia, Tennessee 38401

Office: 931-375-6101 • Fax: 931-375-6119

June 20, 2019

Reference: Recommendation for planning and landscape architectural services provided by Ragan-Smith Associates

Ragan-Smith is currently providing consulting services to Maury County for our Park and Recreation Master Plan. They have done an excellent job of gathering public and stakeholder input and their understanding, and analysis of the unique characteristics of the county's facilities and programs has provided a clear direction for recommendations that will cast a strong 20-year vision for the county. A particular strength of the Ragan-Smith team includes an understanding of the need to balance all aspects of recreational experiences in the county's master plan, including the rich outdoor and environmental experiences that exist in region. Ragan-Smith has provided high quality services and they have stayed on track with the proposed project schedule and budget. I highly recommend them as a park and recreational consultant.

Sincerely,

A handwritten signature in blue ink, appearing to read "Al Ray".

Al Ray

Director, Maury County Parks and Recreation

(931) 375-6100

aray@maurycounty-tn.gov



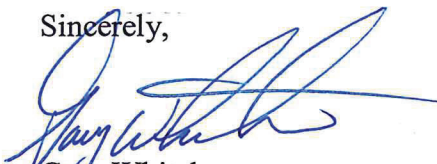
August 23, 2017

Mr. Kevin Guenther
Ragan-Smith Associates, Inc.
100 E. Vine Street, Suite 402
Murfreesboro, TN 37130

RE: Recommendation for planning, landscape architecture and transportation engineering services provided by Ragan-Smith

Ragan-Smith has performed services on several key projects for the City of Murfreesboro. These projects have included the need for expertise in planning, landscape architecture, and transportation engineering. Ragan-Smith has done an excellent job of providing creative solutions to meet the aspects of these projects. Their solutions and implementation strategies are creative, functional, and realistic; making them applicable in a "real world" setting. Ragan-Smith has also coordinated community dialog and captured public input in a fashion that has overwhelming public support. Projects were completed in a timely fashion within schedule and budget constraints. The end result has been successful projects that will help reshape the future development of the City of Murfreesboro. I highly recommend Ragan-Smith for consulting services. Please feel free to contact me if additional information is needed.

Sincerely,



Gary Whitaker
Planning Director
The City of Murfreesboro



June 21, 2019

To Whom it May Concern:

The City of Murfreesboro Parks and Recreation Department has had the pleasure of working with Ragan-Smith on several projects that have included planning, engineering and landscape architectural services. Recently completed projects include the development of a comprehensive parks and recreation master plan and a citywide analysis of operational and maintenance needs.

Their role as consultants to the city has been highly valued because of their ability to evaluate projects from a creative approach that includes an in-dept understanding of the primary issues related to a growing city like Murfreesboro. The Ragan-Smith team has provided strong communication and clear leadership regarding recommendations for future park programs, facilities, funding opportunities and partnerships. Their analysis has been in depth and inclusive of key stakeholders and the public, and their interactions and formats for gathering input have been both valuable to us and well-received by participants. Their approach is professional, their flexibility to our changing needs is appreciated, and their commitment to keeping a project on schedule and within budget is key. I highly recommend the consulting services of Ragan-Smith.

Sincerely,

Angela Jackson

Angela Jackson
Executive Director of Community Services
City of Murfreesboro

Murfreesboro Parks and Recreation Department
697 Veterans Parkway * P.O. Box 748 * Murfreesboro, Tennessee 37133-0748
Phone 615 890 5333 * Fax 615 904 6507 * TDD 615 849 2689 * www.murfreesborotn.gov

January 12, 2017

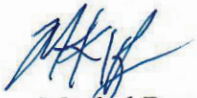
Reference: Recommendation for planning, landscape architecture and engineering services provided by Ragan Smith Associates

To Whom It May Concern:

The intent of this letter is to provide a reference for work performed by Ragan Smith Associates. Ragan Smith has worked with the City of Columbia on several key projects. They includes street improvement projects, multi-use trail and park and recreation planning efforts. They have provided a high level of service as it relates to the multiple needs of these projects including grant applications, master planning, public input meetings, surveying and engineering design.

I appreciate their commitment to high quality of service and their attention to strong communication throughout the phases of a project. I can highly recommend Ragan Smith for planning and design services. Please feel free to contact me if additional information is needed.

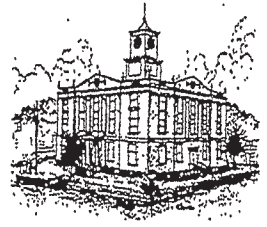
Sincerely,



Mackel Reagan
Columbia Parks and Recreation
Director
(931)388-8119
mreagan@columbiatn.com

mr:kmh

Randy Heady
County Mayor



Jackson County Mayor

Jackson County Parks and Recreation Master Plan

Reference: Recommendation for planning and landscape architectural services provided by RaganSmith Associates

Jackson County and the City of Gainesboro engaged RaganSmith to provide consulting services in preparing the Jackson County Comprehensive Parks and Recreation Master Plan. RaganSmith provided a plan with comprehensive evaluation of the existing facilities, programs, and staff as well as a strong vision for park and recreational opportunities in the future. Of particular importance with this plan was the ability to work with TDEC regarding the planning grant schedule and format and to include TDEC personnel as part of the review and implementation strategy team. The plan also focused on economic and tourism prospects within the county and integrated the rich natural and cultural assets of Jackson County into the recreational strategy including the Cumberland River and thousands of acres of state-owned natural areas. I can strongly recommend RaganSmith as a planning consultant.

Sincerely,

A handwritten signature in black ink that reads "Randy Heady". The signature is fluid and cursive, with a long, sweeping underline.

Randy Heady
Jackson County Mayor

Comprehensive Public Engagement

RaganSmith is committed to a strong Community Engagement. We believe in the planning process and the community buy in that it creates. A key to successful community engagement is keeping the communication loops tight and open. This means we seek to get immediate feedback on ideas, document those ideas and sound them back to stakeholders to make sure we have heard what is important. Community engagement will be integrated into every step of the planning process for the Thompson's Station Park Master Plan and will include the following elements:

- In person, boots on the ground and face to face engagement with Town staff, leadership, and stakeholders
- A digital online survey that presents carefully crafted questions
- Two separate open house community engagement meetings that break out specific input stations and utilize priority input tools and utilize social media options
- Taking the plan to people with targeted events that will gather information in settings that are comfortable and unique (past targets have included farmers markets, sip and strolls, art crawls, homebuilder events, public school events, main street, and local business events)



Resource and Data Collection

RaganSmith has a deep understanding of the importance related to the resource and data collection stage of a project. You have to know where you are starting from to secure a clear vision of your future. We will start the project a thorough collection of data and an analysis of project information that includes:

- Kick off meeting and input from Town staff, stakeholders, community leaders
- Team meeting with All Aboard Thompson's Station Comp Plan
- Inventory of Existing Parks, facilities, staff, and operations / maintenance
- Team meeting with All Aboard Thompson's Station Comp Plan and review of other existing planning documents with Town staff and leadership
- Evaluation of specific park needs, cultural assets, natural resources, improved health opportunities throughout the community
- GIS mapping that integrates demographics, park facilities, natural and cultural resources that creates a heat map for demand and service evaluation
- Initiate on-line digital survey
- NRPA benchmark comparisons and recreational trends
- Conduct Public Engagement Meeting #1
- Evaluate greenway and multi-modal park connections
- Identify main opportunities and constraints and summarize for team and community input

Implementation

RaganSmith will create strong and well communicated recommendations, review these recommendations with the project team, community leaders and the public and reshape them into a final conclusive document that will roadmap parks and recreation for the future. The Recommendations phase of a project is where the “rubber meets the road” and ideas become a plan of action. The Implementation of the Thompson’s Station Parks Master plan will include recommendations, priorities and strategy components:

Recommendations

- Recommendations / Big ideas for facilities, programs, funding and partnerships. This will be formatted into a summarized page that can be easily communicated and shared through multiple feedback venues
- Identify land acquisition, additional programs and greenway, open space connections. Thompson’s Station has acquired a relatively large amount of parkland for the size of the community. Thoughtful consideration shall be given as to the best way to add more park experiences into the existing framework. In addition, future parks and connections will be evaluated to accommodate the anticipated growth of the community.
- Recommendations that categorize and evaluate specific park types using NRPA templates for pocket parks, neighborhood and community parks, and regional recreational features
- Evaluate opportunities to strengthen partnerships and efficiency in programs



Priorities

- Conduct Public Engagement Meeting and Input Events #2 – Priority feedback
- Prioritize Big ideas and integrate feedback from Town staff, stakeholders, community leaders
- Generate specific targets for facilities, programs, funding, operations, and maintenance
- Evaluate the most important recommendations that deserve a deeper dive

Strategy

- Summarize final draft of Master Plan data (charts, graphs, text summary)
- Summarize final Master Plan recommendations including funding and partnership priorities. This will include a summary page that captures key implementation points of action.
- Provide Implementation strategy for specific short and long-term action points
- Review final draft of plan with Town staff and leadership

Final Plan Documents and Adoption

- Make final revisions to Parks Master Plan Documents
- Presentation and seeking approval through Parks Board
- Public presentation and seeking approval through Board of Mayor and Alderman

MILESTONE SCHEDULE

Resource and Data Collection / Analysis

- Kick off meeting and input from Town staff, stakeholders, community leaders
- Team meeting with All Aboard Thompson's Station Comp Plan
- Inventory of Existing Parks
- Inventory of Existing Programs and staff
- Inventory of O&M and existing funding from Town staff, stakeholders, community leaders
- Team meeting with All Aboard Thompson's Station Comp Plan and other plans
- Inventory of existing parks, cultural assets, natural resources, improved health
- Inventory of Existing Programs and staff
- Inventory of O&M and existing funding

Implementation - Recommendations

- Recommendations / Big ideas for facilities, programs, funding and partnerships
- Identify land acquisition, additional programs and greenway, open space connections
- Recommendations for existing & future parks (Pocket, neighborhood, community and regional)
- Evaluate opportunities to strengthen partnerships and efficiency in programs

Implementation - Strategy

- Summarize final draft of Master Plan data (charts, graphs, text summary)
- Summarize final Master Plan recommendations
- Provide Implementation strategy for specific short and long-term action points
- Review final draft of plan with Town staff and leadership



Resource and Data Collection / Analysis

- Initiate on-line digital survey
- NRPA benchmark comparisons and recreational trends
- Conduct Public Engagement Meeting #1
- Heat Map of demographics vs. Park service areas and GIS summary
- Evaluate greenway and multi-modal park connections
- Identify main opportunities and constraints

Implementation - Priorities

- Conduct Public Engagement Meeting and Input Events #2 - Priority feedback
- Prioritize Big ideas and integrate feedback from Town staff, stakeholders, community leaders
- Generate specific targets for facilities, programs, funding, operations, and maintenance

Final Plan Documents and Adoption

- Make final revisions to Parks Master Plan Documents
- Presentation and seeking approval through Parks Board
- Public presentation and seeking approval through Board of Mayor and Alderman
- Provide all final document deliverables

a) Proposal Conditions or Limitations:

RaganSmith understands that proposals that set forth conditions or limitations to those set forth in the RFP may be considered non-responsive and, therefore, may be rejected. Notwithstanding any other provision of this RFP, the Town reserves the right to reject any or all proposals, to waive any defects or informalities, to negotiate with respondents, and to accept the proposal deemed to be in the best interest of the Town.

b) Proposal Interpretations and Addenda

RaganSmith understands clarification may be issued to correct mistakes, answer questions, or resolve ambiguities during the proposal solicitation process. The Town shall send any change to or interpretation of this RFP to each firm or individual to whom an RFP has been distributed. Any such changes or interpretations shall become a part of this RFP and may be incorporated into any contract awarded pursuant thereto.

c) Town's Right of Withdrawal of RFP

RaganSmith understands that notwithstanding any other provisions of this RFP, the Town reserves the right to withdraw this RFP at any time without prior notice.