
CITY PARK MASTER PLAN

Breezy Point, Minnesota

Prepared by



Planning | Landscape Architecture | Urban Design

Proposal for Planning & Design Services
July 3, 2025

CITY OF BREEZY POINT
Joe Zierden, Public Works Supervisor
8319 County Road #11
Breezy Point, MN 5647



800 Washington Ave. N. Suite 207
Minneapolis, MN 55401
612-338-0800 | hkgi.com

RE: Proposal for the City Park Master Plan for Breezy Point

Dear Mr. Zierden:

I am pleased to present this proposal to provide park planning and design services for City Park, which serves both residents and tourists with city services and recreational open space. City Park's developed and undeveloped land offer an opportunity to provide passive and active recreation areas, natural areas and trails, and city facilities in one cohesive campus. Although the possibilities are limitless, the master plan for City Park needs to be grounded in reality and based on a practical budget. HKGi's experience working with communities around Minnesota brings a collaborative and practical approach to park planning and design.

Park and public space design has long been a core HKGi service, with the firm completing hundreds of park, trail, and public space improvement projects. In our site design work, we focus on creating welcoming spaces that are not only attractive and exciting places, but also function efficiently and provide the community with ecological and public health benefits. Our landscape architecture team has delivered park design projects at all scales and levels of complexity, from regional athletic facilities to neighborhood playgrounds.

HKGi understands the stakeholder engagement and site plan development services for City Park are intended to provide a design framework and implementation plan the city will use to guide a potential phased reinvestment in the park. The city has a desire to ensure that park improvements respond to community needs and maximize the value of reinvestment by identifying priority projects that achieve multiple community goals. The park's design should build on existing amenities, capitalize on desirable natural features, and respond to the surrounding context of residential streets and Pelican Lake.

Our process will engage key stakeholders early in the process to develop a preliminary shared understanding of project goals and opportunities. We will use those initial findings to guide the master plan concepts and open house plan. Our approach will build upon the input we receive to craft a design reflective of the shared vision to develop a project that carries community support and buy-in from those responsible for implementation.

Our recommendations will account for operational considerations, financial constraints, regulatory requirements, as well as potential funding and construction approaches to provide a project roadmap that is implementable and flexible with an emphasis on long term sustainability and adaptability. At the core of our approach are the four principles at the center of our practice: collaborate, listen, explore, and create. HKGi's work plan as proposed on the following pages is guided by these principles and designed to keep the focus on the community's unique needs, insights, and opportunities.

We are excited to be considered for this important project, and we appreciate the opportunity to submit our proposal for the City Park Master Plan.

Sincerely,



A handwritten signature in black ink, reading 'Gabrielle Grinde'.

Gabrielle Grinde, PLA (MN)
Project Manager & Landscape Architect
608-852-3370 | gabrielle@hkgi.com



Years of Experience: 17

Education

Master of Landscape
Architecture, University of
Minnesota-Twin Cities

Registrations

Landscape Architect,
Minnesota License No. 50416

Gabrielle Grinde PLA (MN)

Principal/Project Manager

Gabrielle will serve as Principal in Charge and Project Manager for this project. Comprehensive community park, trail, recreation, and open space planning have been important components of Gabrielle's work throughout her career. Her ability to engage in creative problem solving with stakeholders, agency staff, and consulting partners has been a key element in her success. She has conducted park and trail planning and design in a variety of complex contexts.

Relevant Project Experience

- East Dock Park Improvements | Bayfield, WI
- Lumberjack Landing Master Plan | Stillwater, MN
- Recreation Area Park Master Plan | Grand Marais, MN
- Eckert Blufflands Park Master Plan | St. Croix County, WI
- Lakefront Park Master Plan | Prior Lake, MN
- St. Louis River Corridor Neighborhood Park Master Plans | Duluth, MN



Years of Experience: 9

Education

Master of Landscape
Architecture and Bachelor
of Environmental Design,
University of Minnesota

Jordan Hedlund

Landscape Design & Visualization

Jordan will provide design and visualization services for this project. He provides site design, concept planning, and a wide range of park and trail planning and design at HKGi, and he also has several years of experience providing design and project management for a playground design/build firm. He brings a passion for park design and has developed a broad base of knowledge about park amenities, trends, and programming options.

Relevant Project Experience

- Neighborhood Parks Design Improvements | Apple Valley, MN
- Grams Park Nature Play Design | Sherburne County, MN
- Endazhi-Nitaawiging Schoolyard Improvements | Red Lake, MN
- Soldier's Field Park Improvements | Rochester, MN
- Kennedy Park Improvements | West St. Paul, MN
- City Park Concept Plan and Improvements | Corcoran, MN



Years of Experience: 7

Education

Bachelor of Landscape
Architecture, Iowa State
University

Hannah Schmitz

Landscape Design & Visualization

Hannah will provide visualization technical services and landscape design support for this project. Hannah has recently provided similar services on projects such as the Commons Park improvements in Fridley, East Dock Park in Bayfield, and Commons Ballfield in Excelsior.

Relevant Project Experience

- Parks and Trails System Master Plan | Alexandria, MN
- East Dock Park Improvements | Bayfield, WI
- Lakefront Park Master Plan | Prior Lake, MN
- Commons Park Improvements | Fridley, MN
- City Park Concept Plan and Improvements | Corcoran, MN
- Keewaydin Park Improvements | Minneapolis, MN
- Park and Recreation System Master Plan | Nisswa, MN

EXPERIENCE



Lakefront Park

PRIOR LAKE, MINNESOTA

This 126-acre park features trails, a beach, a bandstand, and lots of play and athletic facilities. The City retained HKGi to conduct a master planning process to help City leaders understand what park improvements residents and stakeholders would like to see and to identify potential costs of replacing aging facilities and reconfiguring elements that no longer function effectively.

The improvement initiatives outlined in the plan include a mix of new program elements, upkeep of existing facilities, and reorganization of the park's layout to address issues such as accessibility and conflicting uses in proximity to one another. Some of the more notable recommendations include new pickleball/tennis courts, an inclusive playground, a new winter warming house in a reorganized winter activity area, and a new disc golf course.

CLIENT REFERENCE: Steve Hart, Parks & Recreation Manager | 952-447-9822 | shart@priorlakemn.gov

East Dock Park

BAYFIELD COUNTY, WISCONSIN

HKGi is finalizing the East Dock Park Master Plan for the City of Bayfield, Wisconsin. The park enjoys an ideal lakeside location with views of Madeline Island across the harbor. An upgraded play area is the signature feature in the Plan HKGi created with community stakeholders and City staff, but a shoreline fire pit and bouldered viewing area, a flexible open lawn space, an expanded picnic area, and a musical play feature extend the park's program to a broader set of potential visitors. The park shares space with the popular Bayfield Marina, so the Plan also includes strategically located berms, plantings, and walkways to address traffic and boat launch-related safety concerns for families using the play equipment.

CLIENT REFERENCES:

Kylie Vadnais | kylie.vadnais@gmail.com

Matt Carrier | City Council | mcbayfield@gmail.com

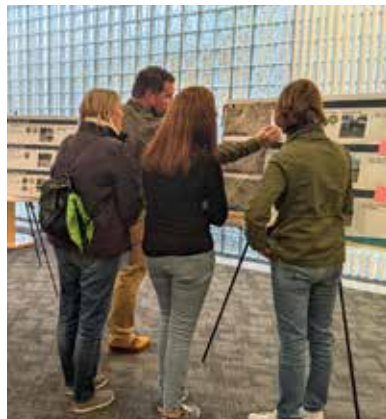


South Valley Park

INVER GROVE HEIGHTS, MINNESOTA

HKGi assisted the City in implementing this park and trailhead through numerous phases of the project, beginning with preparing a master plan for the park and the adjacent North Valley Park. The master plan emphasized active living improvements to provide opportunities for neighborhood residents and other visitors to exercise and enjoy outdoor experiences. Following the master plan process, HKGi developed designs for a re-imagined park featuring improved equipment, and new, accessible amenities. HKGi provided overall leadership for the design of a new multi-season picnic structure, play area, and other improvements. Following concept planning, HKGi assisted in developing a successful MnDNR Outdoor Recreation grant, then produced construction documents, provided bid support, and monitored construction through completion.

CLIENT REFERENCE: Brian Swoboda, Parks Superintendent | bswoboda@ighmn.gov | 651-450-2582



Alexandria Park System Plan

ALEXANDRIA, MINNESOTA

Recognizing the strong attraction the outdoors provides, the City has created an impressive park and trail system and retained HKGi to develop a Parks and Trails Master Plan to guide the community as it enhances its system and addresses ongoing operations and maintenance of its system.

Because HKGi conducted an efficient planning process, the firm was able to use budget savings on the project to create new concept plans for all 22 existing parks along with cost estimates for capital improvements. Cost estimates will assist in planning for operations and maintenance costs for each park, and the plan also identifies staffing and funding needs.

HKGi also produced a custom-designed asset management tool to assist the City in tracking budgetary needs and expenditures as the plan is implemented.

CLIENT REFERENCE: Bill Thoennes, Public Works & Parks Facilities Director | 320-759-3631 | bthoennes@alexandriamn.city

SCOPE & SCHEDULE

Task 1: Site Visit, Meeting with Park & Recreation Committee & Preliminary Master Plan Design

	AUG	SEP	OCT	NOV	DEC	JAN
» Project Kick off Site Visit & Meeting with Park and Recreation Committee (TRIP #1)						
» Evaluate the site, take photos, review project goals, schedule, parks issues and opportunities						
» Establish budget for improvements						
» Develop Base Map						
» Develop up to (3) draft concept plans						
» Present plans at Open House in Breezy Point (TRIP #2)						
» Prepare summary of open house input						

Task 2: Compiling of the Master Plan

» Prepare preferred park master plan concept, renderings, and graphics						
» Prepare written narrative of project goals and future improvements						
» Assemble graphically-engaging Master Plan document						
» Present overview of Master Plan to Park and Recreation Committee (TRIP #3)						

Task 3: Identify Future Funding Sources

» Prepare list of funding options and sources						
» Prepare planning level cost estimate for future improvements aligned with phasing scenarios						
» Identify priorities and financial plan for implementation						

FEES

We are open to discussing and re-evaluating the budget and scope in order to get to a fee and schedule that works for the city. We have proposed three separate trips in our scope, but could combine two to reduce the fee.

FEE PER TASK PROPOSAL

The table contains our proposed fee per task to conduct the work plan contained in this proposal. We have also included cost estimates for the optional additional tasks. Costs for the optional tasks will vary depending on the desired scope.

		FEE
TASK 1 SITE VISIT, PARK & REC. COMM. MTG		\$9,600
TASK 2 COMPILING THE MASTER PLAN		\$8,200
TASK 3 IDENTIFY FUNDING SOURCES		\$2,200
TOTAL PRICE		\$20,000
TASK A1	Additional surveying of the site (depends on extents)	\$5,000+
TASK A2	Additional Public Input (open house or online survey)	\$3,500
TASK A3	Additional in person meeting with park & Rec. Committee	\$2,300