

Tuesday, January 20, 2026

4:00 PM

McFarland Municipal Center
5915 Milwaukee St, McFarland
Community Room

AGENDA

The public may attend in-person or remotely through the Zoom webinar or telephone options listed below. *Please Note: Virtual attendance is offered as a convenience, but technical difficulties beyond the Village's control may prevent or limit its availability at any meeting. The public is encouraged to attend the meeting in person to assure full access to the proceedings.*

PLEASE CLICK THE LINK BELOW TO JOIN THE ZOOM WEBINAR:

<https://us02web.zoom.us/j/83485768663>

Or by Telephone: +1 (312) 626-6799

Webinar ID: 834 8576 8663

Press *9 to raise/lower hand. Press *6 to mute/unmute.

1. CALL TO ORDER, ROLL CALL.
2. PUBLIC APPEARANCES.
 - a. This is an opportunity for attendees to provide public comment on matters that are not on the agenda. Attendees desiring to provide public comment on specific items on the agenda may do so at the time that agenda item is brought up. Zoom attendees wishing to speak should type their name, address, and the relevant agenda item in the Q&A feature within the online meeting platform. Zoom attendees may also register in support or opposition of an item through the Q&A feature. In person attendees should fill out a public comment form and turn into the meeting chairperson. When you are called upon to speak, state your name, address, and provide your public comment. Please adhere to the 3-minute time limit. Written comments will not be read into the record during the meeting but may be sent to community.development@mcfarland.wi.us to be included with the agenda materials.
3. APPROVAL OF MINUTES.
 - a. Motion to approve the minutes of the October 9, 2025 Landmarks Commission meeting.
4. BUSINESS.
 - a. Discussion and action to make a recommendation to the Village Board regarding the award of contract for McFarland Intensive Historic Property Survey.
 - b. Discussion and action to recommend to the Village Board to approve a purchase order for six outdoor community history signs and installation at Arnold Larson Park.
 - c. Discussion on Local History and Historic Preservation Conference, attended by Ron Larson.
5. SCHEDULE NEXT MEETING DATE.
 - a. To be determined.
6. ADJOURNMENT.

by 2:00 p.m. at least 5 business days prior to the meeting so that any necessary arrangements can be made to accommodate each request. If the meeting or request is less than 5 business days from the meeting, requests for accommodations may still be made and reasonable efforts will be made to accommodate each request.

Minutes Landmarks Commission Meeting October 9, 2025

Members Present: Lowell Prill, Gordan Kinder, John Wells, Kathy Krusiec

Members Absent: Ron Larson

Staff Present: Andrew Bremer, Kong Thao

1. CALL TO ORDER

Lowell called the Landmarks Commission meeting to order at 4:00 PM.

2. PUBLIC APPEARANCES.

None received virtually and in-person.

3. APPROVAL OF MINUTES.

- a. Motion to approve the minutes of the December 9, 2024 Landmarks Commission meeting.

Kinder motioned to approve the minutes of the December 9, 2024, Landmarks Commission meeting. Seconded by Wells. Motioned carried 4-0.

4. BUSINESS.

- a. Discussion and action on a Certificate of Appropriateness application requested by Jane Licht for a sign replacement at 6003 Exchange Street, Larson House.

Jane Licht, 2964 CTH AB, provided summary on the previous sign and when it was installed, the purpose for the replacement, and details regarding the proposed sign. Thao provided additional comments on Staff's review. The Commission discussed the sign's dimensions, abstention regarding Board membership, additional design detail for removable hooks for exchangeable messages.

Krusiec motioned to approve the Certification of Appropriateness application requested by Jane Licht for a sign replacement at 6003 Exchange Street, Larson House, with the addition of hooks or fasteners for temporary event signs. Kinder seconded the motion. Motion carried 3-0-1, with Wells abstaining.

- b. Discussion and action to make a recommendation to the Village Board to approve a Memorandum of Agreement with the Wisconsin Historical Society Preservation Office for a historical comprehensive survey.

Thao provided summary on the agenda item recapping past events in the application process and timeline of the project. The Commission discussed the purpose of the survey, criteria of review, and funding source. Staff clarified the survey as a study to determine potential historical properties and expectation of funding all from the awarded grant.

Kinder, recommend to the Village Board approval of a Memorandum of Agreement with the Wisconsin Historical Society Preservation Office for a historical comprehensive survey. Wells seconded the motion. Motion carried 4-0.

- c. Discussion and action to make a recommendation to the Village Board regarding issuing a Request for Bids for an Intensive Historical Property Survey.

No additional comments from Staff and the Commission.

Kinder motioned to recommend to the Village Board to issue a Request for Bids for an Intensive Historical Property Survey. Krusiec seconded the motion. Motion carried 4-0.

- d. Discussion on community history sign installation at Arnold Larson Park.

Staff provided an update on the sign content, sign layout in Arnold Larson Park, and feedback provided from Ryan Greendeer, Ho-Chunk Nation, Executive Government Relations Officer. Staff noted the need to add an additional sign to address the comments provided by Greendeer. Staff noted this creates an opportunity to add a fifth sign and the Commission discussed added a sign related to Badger Petroleum and the tank farm area. Staff will work on updates to the signs for future review by the Landmarks Commission.

5. SCHEDULE NEXT MEETING DATE.

- a. To be determined.

6. ADJOURNMENT.

Krusiec motioned to adjourn. Seconded by Kinder. Motion carried 4-0. Meeting adjourned at 4:33 PM.


McFarland
SUMMARY SHEET

MEETING DATE: Tuesday, January 20, 2026

SECTION: Business

DEPARTMENT: Community Development

CONTACT: Andrew Bremer, Comm & Eco Dev Director, Kong Thao, Associate Planner

AGENDA ITEM: Discussion and action to make a recommendation to the Village Board regarding the award of contract for McFarland Intensive Historic Property Survey.

PREVIOUS ACTION:

[September 4, 2024](#) - Landmarks Commission recommended approval of Village Board to submit for grant application.

[September 10, 2024](#) - Village Board approved submittal of the grant application.

[December 9, 2024](#) - Landmarks Commission discussed details of the Wisconsin Historical Society Grant

[October 9, 2025](#) - Landmarks Commission recommended approval to Village Board for RFB for Intensive Historical Property Survey

[October 28, 2025](#) - Village Board approved issuing RFB for comprehensive historical survey.

ISSUE SUMMARY:

The Village submitted for the Certified Local Government Grant Program (CLG) in December 2024. In February 2025, the Village was awarded \$20,500 for the initiation of an Intensive Historical Property Survey. The Request for Bid was open from October 29, 2025 to December 12, 2025. For the project oversight, the Landmarks Commission will act as the steering committee. Included in the packet are the four proposals the Department received and are listed as follows, including bid prices:

- The University of Wisconsin-Milwaukee Cultural Resource Management (UWM-CRM), \$17,887.
- Chronicle Heritage, \$17,574.
- Urbana Preservation & Planning, \$20,520.
- Civil & Environmental Consultants, Inc., \$26,400.

The review team consisted of the Landmarks Commission Chairperson, Associate Planner, and Community & Economic Development Director. After review, the team was unanimous on the preferred consultant for the Intensive Historical Property Survey to be the University of Wisconsin-Milwaukee Cultural Resource Management. Listed below are several contributing factors why the proposal was the preferred consultant.



- The cost of the project was within the available awarded budget at \$17,887.
- The highest number of estimated labor hours spent on the survey, 367 hours.
- Local presence. Key personnel on the project lived in Stoughton, Wisconsin.
- Experience completing similar surveys in Wisconsin.
- Identified as #1 among all three members of the review team.

Evaluation Team Proposal Average Scores and Rank

The following table summarizes the average score and rank of the proposals received. The six criteria used to determine each proposal's score included: Key Personnel Experience (30 points), Project Experience (15 points), Scope of Work (20 points), Cost Effectiveness (25 points), Project Schedule (5 points), and Quality of Submittal (5 points). A total of 100 points possible.

Rank	Consultant / Firm	Score (Max 100)
1	The University of Wisconsin-Milwaukee Cultural Resource Management (UWM-CRM)	89.3
2	Chronicle Heritage	77.8
3	Urbana Preservation & Planning	72.5
4	Civil & Environmental Consultants, Inc	63.2

Next steps

The following tentative schedule includes the remainder of the RFB schedule. Staff will work with the recommended consultant to identify future project update meetings with the Landmarks Commission.

- January 20, 2026 - Landmarks Commission to make a recommendation to the Village Board on award of contract (this meeting).
- January 27, 2026 - Village Board to award contract
- February 2026 - Finalize contract details for signatures
- March 2026 - Project commencement.

FINANCIAL/BUDGET IMPACT:

Funding for this project is anticipated to be entirely paid through the WHS grant. This is an award total of \$20,520, of which \$2,633 will be utilized by the Village for in-house project related expenses. The estimated to cost of the recommended awardee's proposed project is \$17,887.

VILLAGE PLAN REFERENCE:

[2017 Comprehensive Plan](#)

Identified in the Comprehensive Plan Volume 2, Chapter 3 - Culture and Community Character, Initiative 3: Reinvigorate McFarland's Historic Preservation Efforts. The section lists efforts to achieve this may include: *Update historic building survey.*



ORDINANCE REFERENCE:

[Sec. 62-394](#) Historic Structures and Sites Designation Criteria

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Recommended motion:

Motion, and second, to recommend to the Village Board the award of contract for McFarland Intensive Historic Property Survey to the University of Wisconsin-Milwaukee, Cultural Resource Management program in the amount of \$17,887.

ATTACHMENTS:

1. Village of McFarland Historical Property Survey RFB_10.30.2025
2. UWM-CRM Proposal for McFarland Intensive Survey_11.11.2025
3. Chronicle Heritage_McFarland_Survey_Proposal_12.12.2025
4. Urbana Bid_Village of McFarland Intensive Historic Property Survey_12.12.2025
5. CEC_McFarland_Historic Property Survey_Final_12_10_25



Request For Bids

Intensive Historical Property Survey

RFB Issuance Date: October 29, 2025

RFB Due Date: By 4:00 PM on December 12, 2025

Please Submit to:

Village of McFarland
Department of Community & Economic Development
Attn: Kong Thao
Associate Planner
5915 Milwaukee Street
PO Box 110
McFarland, WI 53558
Kong.thao@mcfarland.wi.gov

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SECTION 1 Purpose

The purpose of this Request for Bids (RFB) is to receive competitive bids from qualified consultants who are interested in completing a comprehensive survey of properties in the Village of McFarland. The intent of the survey is to review new properties to be considered as local historical properties consistent with the Village’s code on Historic Preservation, [Sec. 62-393 – Historic Preservation Purpose](#). The properties listed shall meet the Village’s designation criteria in [Sec. 62-394. Historic Structures and Sites Designation Criteria](#).

SECTION 2 History and Background

The Village of McFarland is located adjacent to the southeast side of the City of Madison in Dane County. The January 1, 2025 population of McFarland is estimated at 9,737 residents. US Highway 51 serves as the main connection point between the cities of Madison and Stoughton. The Village of McFarland has 75 permanent employees supplemented by seasonal, temporary, and part-time employees when necessary. The Village’s primary departments include Administration, Community & Economic Development, Fire and Rescue, Library, Public Works (including Parks and Utilities), Police, and Senior Outreach. More information about the Village is available at www.mcfarland.wi.us.

In March 1991, the Landmarks Commission designated 18 properties as locally designated historic properties. Later in 2019, through annexation to the Village, 5979 Siggelkow Road, Waubesa School was added. There of the properties are listed as part of the State and National Register, including 5923 Exchange Street (McFarland House), 6003 Exchange Street (Edwards-Larson House), and 5979 Siggelkow Road (Waubesa School). There are also two Native American Mound Groups (Siggelkow Park Mound Group and Lewis Mound Group) list as part of the National Register.

Historic McFarland – A Walking Tour

Originally published in 1986 by the McFarland Historical Society, this handbook documents the earliest recorded attempt to identify historic properties in the downtown area of McFarland. The handbook includes related background information on each property, who lived there, architectural significance, and a map. Not all properties in this handbook were deemed appropriate to designate as historic properties under the Village’s Historic Preservation Ordinance in 1991. The publication was updated in 2016.

Story Map

This digital tool is a helpful interactive alternative to the handbook. The tool includes current historically designated properties on an interactive map. Now in a digital format, users can access this interactive map through their phone while scrolling through the properties. The link can be found on the Landmarks Commission’s committee page. Viewers can click on icons over each

property to read more about their history. The tool is a modern take on a resourceful document and flexible to updates as needed.

Certified Local Government, 2019

The Village of McFarland has been a member of the Certified Local Government (CLG) Program and local partner in the Federal Preservation Program since 2019. In 2026, this will mark 7 years as a CLG member. The Village would not be able to receive grant funding for the CLG Grant if not a member.

Division 62-II-6 Historic Preservation (Village Zoning Code)

This section of the Village's Zoning Code provides regulations specific to locally designated historic properties. The Village does not maintain any Historical Districts. Designated historic properties are not all centrally located, however they are more apparent within the Village's Downtown area and along Exchange Street.

Project Supporting Plans

The following list of Village plans are provided to the consultant for added background information relating to initiatives and recommendations to expand historic preservation efforts.

- [2017 Comprehensive Plan](#):
 - Chapter 3 – Culture and Community Character
 - Initiative #3 (pages 26-27). *Reinvigorate McFarland's Historic Preservation Efforts. A range of efforts, like updating a historic building inventory or becoming a Certified Local Government, could further distinguish McFarland as a village with history.*
 - Objective #2: *Advance heritage preservation and link to quality of life and prosperity.*

Village Project Staff and Committees

The Community & Economic Development Department oversees administration of the historic properties in the Village. The Department consists of the following four positions: Director, Associate Planner, Community Development Specialist, and Building Inspector (contracted). The Village also uses a contracted Village Engineer. The Associate Planner, Kong Thao, will serve as the Village's Project Manager and will be the primary liaison with the consultant team. The Director will serve as Project Supervisor. Due to the nature of the survey, the Associate Planner and Director are available for regular reviews of the consultant team's survey progress.

The Village's Landmarks Commission will provide additional project oversight. Project updates will begin at the staff level with the consultant before updates are provided to the Landmarks Commission. The Landmarks Commission does not hold regular meetings and are scheduled as needed. The Landmarks Commission has historically met at 4:00 PM. Village Staff may assist with scheduling to ensure quorum and no conflicts with other scheduled meetings. The Village Staff team do not anticipate additional input from other Village committees and boards to be required through the project process except for final review and acceptance of the consultant's final report by the Village Board. The Village is currently utilizing a hybrid of in-person and Zoom

public meetings. The Consultant should anticipate a combination of in-person, remote, or hybrid meetings throughout the planning process.

SECTION 3 Project Objectives

Broad objectives for this project include, but are not limited to:

1. Build-off the work completed as summarized in the prior section to provide a comprehensive historic survey of properties in the Village.
2. Improve recognition of historic properties, leading to preservation of the Village's culture and heritage.
3. Utilize [Sec. 62-394 Historic Structures and Sites Designation Criteria](#) along with consultant expertise, and the [Architecture-History Survey Manual](#) to review and assess properties within the Village to determine eligibility for historic designation.
4. To engage with Village Staff, the Landmarks Commission, property owners and the public to provide information regarding the project purpose, survey methodology, and survey findings.
5. Maintain compliance with the terms of the Memorandum of Agreement between the Wisconsin State Historic Preservation Office and the Village, attached as Exhibit A to this Request for Bids.

SECTION 4 Scope of Work & Project Budget

In addition to the requirements in the Scope of Work described in Exhibit B of the RFB, the selected Consultant shall providing the following services:

1. Staff Meetings. The consultant should anticipate a sufficient number of meetings with Village staff to develop the comprehensive survey of historic properties. This should include an initial project kickoff meeting to determine the project schedule and public engagement plan, periodic project check-in meetings, and meetings prior to Landmarks Commission or public engagement meetings. Staff meetings may be held remotely.
2. Landmarks Commission Meetings. The consultant should budget for at least three meetings with the Landmarks Commission to review key elements of the survey. The first meeting should serve as a project kickoff to introduce the consultant to the Commission and public and to explain the purpose of the study, project schedule, survey methodology, etc. An additional meeting shall be held to review the results of the draft survey report findings. A final meeting shall be held to review the final survey report. Attendance at Landmarks Commission meetings may be completed remotely.

The Scope of Work described above and in Exhibit B is considered the minimum project requirements. It is expected that consultants will submit bids that provide the Village with more specific recommendations for approaches, tasks, and deliverables based on their expertise from past work on similar projects. Innovative approaches that meet the intent of the Plan Objectives and Scope of Work are welcomed, these could be presented as additional services or additional approaches in the consultant response if desired.

Project Budget

The Village was awarded a grant from Wisconsin Historic Society through the Certified Local Government Grant Program for this project. The awarded \$20,500 for this project, of which \$2,500 will be utilized by the Village for in-house project related expenses.

SECTION 5 Deliverables

The selected Consultant shall complete a final list of properties recommended for historic designation that contain at a minimum, those items described in Exhibit B. The Consultant shall provide the Village with electronic copies of any text, charts, tables, checklists, graphics, images and photos in their original file format. All deliverables are due no later than February 26, 2027.

SECTION 6 RFB Submittal Requirements

1) Qualification Details consisting of:

- a. Cover Letter – Including, but not limited to a statement of understanding and approach to this project.
- b. Experience – A summary of three to five similar or relevant projects that the consultant has executed within the last seven years. Hard copies of similar or relevant survey reports are not desired and can be provided electronically or via hyperlink within the bid if desired.
- c. References – Provide three to five municipal client references for which the consultant has provided similar services within the last seven years. Include the name, email, and telephone number of the contact person and a description of services provided to that contact.

2) Technical Details consisting of:

- a. Scope of Work – A description of the approach to be taken toward completion of each item listed under Section 4 of this RFB and within Exhibit B, including any draft and final deliverables. An explanation of any variances to the proposed Scope of Work as outlined in the Exhibit A and Exhibit B, and any insights into the project gained as a result of developing the bid or from past project experiences.

3) Project Management Details consisting of:

- a. Key Personnel – A list or organization chart of personnel directly assigned to the project, along with responsibilities on this project and resumes. Clearly illustrate the responsibilities and lines of communication and authority relative to your project management team. Describe your plan to interface with Village staff. The Consultant’s Project Manager, who will be responsible for planning, coordinating, and conducting the majority of the work, including meeting attendance with Village Staff and Landmarks Commission must be identified and committed to the project. The Village reserves the right to approve Consultant’s Project Manager and any requested personnel and subcontractor changes during the course of the project.
- b. Quality Control – Describe quality control measures and processes to ensure the project requirements are achieved within the project budget and schedule.
- c. Village Staff Commitments – Identification of those items within the Scope of Work for which the consultant anticipates assistance by Village staff. Village staff will serve as the point of contact for public inquires during the planning process, will attend all public meetings, will maintain a project website, and provide public outreach of activities through existing Village social media outlets, electronic and community newsletters. Village staff can also provide existing zoning GIS data and property assessment data as requested.
- d. Project Schedule – A proposed schedule that indicates project milestones by phases or tasks, delivery of draft and final project deliverables, and overall timeline for completion of the project within the required grant requirements. Identification of meetings with Village Staff, Landmarks Commission, and the public, including summary of targeted discusses and meeting outcomes.
- e. Supplemental Information – Any other information deemed necessary to address the requests of this RFB.

4) Cost and Labor Hours Details consisting of:

- a. Cost – Lump Sum price to complete the project as proposed in the Consultant’s base Scope of Work, estimated labor hours and hourly rates of personnel.

- b. Additional Scope/Fees – Total fee, hours per employee, and hourly rates by employees, for any additional services not identified as included in the Consultant’s base Scope of Work.

5) General requirements consisting of:

- a. Due Date – **Responses to the RFB must be received by 4:00 PM CST on December 12, 2025.** Bids received late, for any reason, shall not be accepted.
- b. Format & Location – Prospective consultants shall provide one (1) electronic PDF copy. RFB submittals shall be emailed to the Associate Planner, Kong Thao at kong.thao@mcfarland.wi.gov and the Community & Economic Development Director at andrew.bremer@mcfarland.wi.gov, subject: Bid for Comprehensive Historical Property Survey. An email more than 25 MB won’t be accepted by the Village’s email server. Files more than 25 MB can be sent via a drop box link provided the link is sent by the submittal deadline. Alternatively, consultants may submit an electronic PDF copy via a USB flash drive to the McFarland Department of Community & Economic Development. Flash drives must be received prior to the RFB due date.

Attn: Kong Thao, Associate Planner
Community & Economic Development Department
Bid for Comprehensive Historical Property Survey
5915 Milwaukee Street, PO Box 110,
McFarland, WI 53558.

- c. Property – All information developed as part of this RFB, including graphics and data, shall become the property of the Village. All text shall be submitted electronically as is most convenient. All original graphics generated as a part of the RFB shall be submitted to the Village in an easily reproducible hardcopy and electronic format as applicable.

SECTION 7 Evaluation Criteria

The following criteria will be used to evaluate each bid submitted:

- Key Personnel Experience (30 points). Experience and qualifications relevant to key personnel and their associated project roles and estimated labor hours.
- Project Experience (15 points). Level of experience of the firm completing similar projects with local government entities of similar size, structure, and complexity. Familiarity with Wisconsin historical preservation state statutes.

- Scope of Work (20 points). Level of responsiveness and technical approaches to the scope of work outlined within the RFB. Demonstration of knowledge and innovative approaches particular to the desired Scope of Work and Plan Objectives.
- Cost Effectiveness (25 points). Ability to meet budget/value as related to proposed and additional costs. Hourly rates of key personnel, estimated total labor hours, total project budget.
- Project Schedule (5 points). Ability to be responsive in meeting schedule required to complete the survey report and deliverables. Quality and clarity of proposed planning process, project meetings and outcomes.
- Quality of Submittal (5 points). Quality, clarity and completeness of submittal package, including identification of draft and final deliverables. Consultants shall not submit verbatim sections of this RFB as their bid.

SECTION 8 Method & Timeline of Selection

The RFB Evaluation Team will consist of the Village Administrator; Community and Economic Development Director; Associate Planner, and Landmarks Commission Chair. They will conduct an evaluation of bids submitted. They will make a recommendation to the Landmarks Commission who will make the final recommendation to the Village Board for action. The following method and timeline will be utilized in order to select the desired bid:

- **October 29th – RFB Issuance Date.**
- **November 21st – Deadline for submittal of written questions.** Questions regarding this RFB shall be emailed to the Associate Planner at kong.thao@mcfarland.wi.gov and the Community & Economic Development Director at andrew.bremer@mcfarland.wi.gov.
- **December 5th – Responses to written questions.** Responses to all submitted written questions will be posted to the [Village website](#).
- **December 12, 2025 – RFB Due Date.** Bids shall be submitted no later than 4:00 PM on Friday December 12th.
- **December 15th through January 8, 2026– Evaluation.** The Evaluation Team will review the bids and decide which, in its sole discretion, it chooses to further consider via an in-person or virtual interviews as needed. At its discretion, the Evaluation Team may host interviews with consultants in order to make a recommendation on a preferred consultant to the Landmarks Commission. Interviews may be held remotely. Alternatively, Village Staff may follow-up with individual consultants to seek clarification on questions related to bids received as needed.

- **January 12th – January 21, 2026 – Landmarks Commission Recommendation.** The Landmarks Commission will meet to consider the recommendation of the Evaluation Team in order to make their own recommendation to the Village Board.
- **January 27, 2026 – Village Board.** The Board will take final action to consider acceptance of the recommended bid and enter into a contract for this purpose.
- **By February 27, 2026 – Final Contract & Project Commencement.** The Village Attorney will draft the final contract for signatures utilizing the approved bid and the Village’s Standard Contract Template (Exhibit C).
- **By February 26, 2027 – Certified Local Government Project Completion Deadline.** All deliverables in the Scope of Work are due.

SECTION 9 Terms and Conditions

Each bid will be reviewed to determine if it meets the submittal requirements contained within this RFB. Failure to meet the requirements for the RFB can be cause for rejection of the bid. The Village may reject any bid if it is conditional, incomplete, contains irregularities, or if in the sole discretion of the Village not considered in our best interest. The Village may waive an immaterial deviation in a bid, but this shall in no way modify the bid document or excuse the Consultant from compliance with the contract requirements if the Consultant is awarded a contract. A prospective Consultant may be requested for an interview at the sole discretion of the Village. The recommended Consultant will be selected and approved by the Village Board.

The Village uses a standard template contract for such services and will require its utilization for this project. A copy of the standard template is provided as Exhibit C and will be updated to adapt to the bid ultimately selected.

There is no expressed or implied obligation for the Village to reimburse firms for any expenses incurred in preparing bids in response to this request. Materials submitted by respondents are subject to public inspection under Wisconsin law. Any language purporting to render the entire bid confidential or proprietary will be ineffective and will be disregarded.

The Village will not discriminate against individuals due to sex, race, religion, creed, color, national origin, age, disability, sexual orientation, ancestry, marital status, arrest or conviction record, military service, or any other characteristics protected by law. This applies to all Consultants submitting bids to this project and their sub-consultants.

The Village reserves the right to retain all bids submitted, and to use any idea in a bid, regardless of whether the bid was selected. Submission of a bid indicates acceptance by the firm of the conditions contained in the RFB, unless clearly and specifically noted in the bid submitted and confirmed in the contract between the Village and the Consultant.

All property rights, including publication rights of all reports produced by the selected firm in connection with services performed under this agreement shall be vested in the Village.

The Village reserves the right to reject any or all bids submitted.

SECTION 10 RFB Exhibits

Exhibit A: Memorandum of Agreement

Exhibit B: Scope of Work

Exhibit C: Sample Standard Contract Template



MEMORANDUM OF AGREEMENT
BETWEEN
WISCONSIN STATE HISTORIC PRESERVATION OFFICE
AND
VILLAGE OF MCFARLAND, WISCONSIN

SUBJECT: Funding up to \$20,520 from federal Historic Preservation Fund through a subgrant from the Wisconsin State Historic Preservation Office to the village of McFarland, Wisconsin.

Project No. WI-25-10014

DATE OF GRANT AWARD: Feb. 21, 2025

POINT OF CONTACT: Jason Tish: jason.tish@wisconsinhistory.org 608-264-6512

GRANTEE PROJECT MANAGER: Kong Thao

This agreement between the State Historic Preservation Office (SHPO), and the Village of McFarland, Wisconsin (Grantee) stipulates the terms and conditions of the funding for the above-referenced project, as well as the scope of work for the project. The Grantee will undertake and coordinate a project to complete a village-wide, intensive, architecture and history survey to identify historic properties.

Completion of the survey is supported by funding up to \$20,520 from the federal Historic Preservation Fund (HPF) through a subgrant from the Wisconsin SHPO in support of historic preservation activities in Wisconsin. The HPF was established in 1977 to provide financial assistance to states and local governments to carry out activities related to preservation. Funding is provided from Outer Continental Shelf oil and gas lease revenues, not tax dollars, and an amount is appropriated annually by Congress. The Catalog of Federal Domestic Assistance number is 15.904.

The SHPO and the Grantee agree to the following:

Scope of Work

The Grantee shall carry out the project as stipulated herein and in the attached *Scope of Work*.

Period of Work Performance

All work related to this project shall be conducted between the date of the *Purchase Order* issued by the Wisconsin Historical Society for this project and **March 30, 2027**, with intermediate deadlines as stipulated below. A *Purchase Order* for reimbursement from the grant award will be issued after this MOA is executed.

Intermediate Deadlines

There are intermediate deadlines for project activities, reporting, and deliverables stipulated below and in the *Scope of Work*. Intermediate deadlines may be amended subject to the *Amendments* section below.

Feb. 27, 2026 – **Consultant** must be hired. **First Progress Report** to SHPO is due.

May 29, 2026 – **Second Progress Report** to SHPO is due.

Aug. 28, 2026 – **Third Progress Report** to SHPO is due.

Nov. 27, 2026 – **Fourth Progress Report** to SHPO is due.

Feb. 26, 2027 – All **deliverables** in the *Scope of Work* are due.

Mar. 1, 2027 – **Project work must be complete**, final reimbursement requests prepared.

Mar. 12, 2027 – Final **Reimbursement Request** is due.

Mar. 31, 2027 – End of grant period.

The Grantee shall notify the SHPO if any situation arises that will adversely affect the timely or successful completion of this project.

Qualified Professional Consultation

To complete the *Scope of Work*, the Grantee will enter into a contract with a principal investigator whose professional qualifications have been reviewed by the SHPO and determined to meet the [Secretary of the Interior Professional Qualifications Standards for Architectural History, Historic Architecture, or History](#). (Professional Standards)

Subcontractors hired by the principal investigator to conduct project work shall also meet the Professional Standards. The Grantee shall verify that subcontractors meet the Professional Standards.

SHPO staff shall maintain contact with the project manager and principal investigator for the duration of the project and provide any training, advice, and technical assistance needed for the successful completion of project work.

Contracts

If requested by SHPO, the Grantee shall allow SHPO staff to review and approve drafts of contracts for project-related work prior to executing such contracts.

The Grantee will comply with federal procurement standards in Chapter 17 of the [Historic Preservation Fund Grants Manual \(HPF Manual\)](#) when obtaining professional consulting services, and will submit documentation of such *prior to contracting* with a vendor.

The Grantee will not contract with any party who is disbarred, suspended, or is otherwise excluded from or ineligible for participation in Federal assistance programs under *Executive Order 12549, Debarment and Suspension*.

SHPO staff will provide the Grantee with a list of qualified consultants who are known by the SHPO to have provided qualified staff for historic preservation projects in Wisconsin.

Allowable Costs

Generally, expenses for the following types of activities directly related to project work are reimbursable under this grant when they are incurred in the completion of project. See Ch. 13 of the *HPF Manual* for more specific eligibility requirements.

- Professional and consulting service
- Travel
- Equipment, materials, and supplies used for project activities
- Exhibits for public display of progress and accomplishments
- Meeting facilities
- Printing of project materials and deliverables
- Public outreach (print and digital), mailings, public meetings
- Time spent by local government staff coordinating project activities or hiring and collaborating with consultants.

Deviation from items in the budget proposed by the Grantee must be negotiated with and approved by SHPO staff – see *Amendments* below.

Requirements for Federal Funding

All project-related costs are subject to applicable requirements in the [Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards](#) (2 C.F.R. Part 200)

All project-related expenses shall meet federal requirements in the [Historic Preservation Fund Grant Manual](#), conform to the approved project budget and occur within the *Period of Work Performance*, and be necessary and reasonable for the completion of the *Scope of Work*.

If the Grantee receives \$750,000 or more annually in federal funding, the Grantee shall comply with the Audit Requirements at [2 C.F.R. 200, Subpart F](#) and submit to the SHPO a copy of the audit report within 30 days of publication.

Reimbursement

The Grantee may request reimbursement for project-related expenses at any time throughout the project period as consultant's invoices are paid. Reimbursement requests will be paid up to 75% of the total project cost until all stipulations are satisfied.

The Grantee will request reimbursement for project-related expenses by completing a *Reimbursement Request* form provided by the SHPO. Each *Reimbursement Request* must be accompanied by:

- Documentation of project-related expenses (receipts, invoices, etc.)
- Documentation that those expenses were paid (receipt, invoices marked as "paid," payment records from a third party, etc.)

On receipt of a *Reimbursement Request*, the SHPO will reimburse the Grantee within 60 days for allowable, incurred, and documented costs directly related to the grant-funded project.

The SHPO will reimburse the Grantee up to 75% of the grant award prior to the completion of the project. The SHPO will release the remaining 25% of the grant award after completion of all project work and receipt of all deliverables stipulated in the SOW.

The Grantee will submit a final *Reimbursement Request* on or before **March 12, 2027**, for the remainder of project-related expenses.

Reimbursement of project-related expenses is subject to availability of federal HPF funding committed to the SHPO from the National Park Service.

Retention of Records

The Grantee shall retain all records related to project expenses and the procurement of professional services for at least five years after completion of the project. The Grantee shall provide, upon request, access to these records to the State Legislative Audit Bureau, the SHPO, the National Park Service, the Department of the Interior, the Comptroller of the United States, and any of their duly authorized representatives.

Amendments

Scope of Work - After the execution of this MOA, the Grantee may propose changes to the *Scope of Work* or deliverables to the SHPO in writing in accordance with the requirements in section 11 of the *CLG Subgrant Manual*. The SHPO will respond in writing within 30 days, either accepting or rejecting the proposed changes.

Budget - Amendments to line items in the budget proposed in the Grantee's application, and approved by virtue of the grant award, must be approved in consultation with SHPO staff before unexpected costs are incurred.

Period of Performance - The *Period of Performance* may be extended if unforeseen circumstances unexpectedly delay the completion of the project. If the Grantee believes their project has become constrained such that an extension is needed to successfully complete the project, they may request an extension from the CLG Coordinator.

General Stipulations

Because federal funds will be used to complete this project, materials produced with this funding will remain in the public domain and may not be copyrighted.

The Grantee shall comply with all federal and state laws and regulations concerning equal opportunity, affirmative action, and fair employment practices.

The Grantee will comply with all applicable regulations, laws, policies, guidelines, and requirements of this federal grant program, including applicable Secretary of the Interior's standards.

The Grantee shall comply *with Title VI of the Civil Rights Act of 1964* that states that no person, on the grounds of race, color, marital status, religious creed, or national origin, will

be excluded from participation in, be denied the benefits of, or be subject to discrimination under any program or activity receiving federal assistance.

The Grantee shall comply with the *Rehabilitation Act of 1973* and the *Age Discrimination Act of 1975* and all requirements imposed by or pursuant to the *Department of the Interior Regulations (43 CFR 17)* issued pursuant to these titles, to the end that, no person in the United States will, on the grounds of age or physical ability, be excluded from participation in, denied the benefits of, or otherwise subjected to discrimination under any program or activity for which the Grantee receives financial assistance from the National Park Service, and hereby gives assurance that it will immediately take any measures to effectuate this agreement.

During the period of this grant (execution through **March 31, 2027**), any income earned by a Grantee from any project-related activities for which the Grantee requests reimbursement will be subtracted from the amount of the grant award.

The Grantee does hereby indemnify and hold harmless the State Historic Preservation Office, the Wisconsin Historical Society, and its officers, employees, and agents from actions or claims filed in response to any injury or damage received by any persons or property resulting from the Grantee's efforts to accomplish the *Scope of Work*.

Acknowledgment of Federal Assistance

The following acknowledgment of federal assistance will be printed in any publication or visual product resulting from this project. Publications, materials, projects, news release, speeches, websites, and other dissemination of information relating to this project must also acknowledge the financial support of the National Park Service and the Wisconsin Historical Society.

The activity that is the subject of this (type of publication) has been financed (in part/entirely) with Federal Funds from the National Park Service, U.S. Department of the Interior, and administered by the Wisconsin State Historic Preservation Office. However, the contents and opinions do not necessarily reflect the views or policies of the Dept. of the Interior or the Wisconsin State Historic Preservation Office. Nor does the mention of trade names or commercial products constitute endorsement or recommendation by the Dept. of the Interior or the Wisconsin State Historic Preservation Office.

Termination of This Agreement

Either party may terminate this agreement by written notification to the other before the project is completed, and at least 60 days prior to the termination of the agreement.

If this agreement is terminated by the SHPO, except for reasons of non-compliance by the Grantee, the SHPO shall reimburse the Grantee up to 100% of the eligible costs incurred up to the termination date.

If this agreement is terminated by the Grantee, the SHPO may, at the discretion of the State Historic Preservation Officer, reimburse the Grantee for a maximum of 50% of the eligible

costs incurred to the termination date, or may require the Grantee to return any or all federal funds transferred to the Grantee by the termination date, depending upon the circumstances of the termination.

This agreement becomes effective upon signature by both parties below, and the receipt by the Grantee of a *Purchase Order* for the contract sum from the Wisconsin Historical Society on behalf of the State Historic Preservation Officer.

VILLAGE OF MCFARLAND

Matt Schuenke
Village Administrator – Village of McFarland, Wisconsin

Date

WISCONSIN STATE HISTORIC PRESERVATION OFFICE

Tricia Canaday
State Historic Preservation Officer

Date



Scope of Work

Project No. WI-25-10014

McFarland, Wisconsin

The State Historic Preservation Office (SHPO) and the Village of McFarland, Wisconsin (Grantee), agree to the following scope of work and conditions for the completion of a village-wide, intensive, architecture and history survey.

Scope

The Grantee shall hire and collaborate with a consultant who meets the *Secretary of the Interior's Professional Qualification Standards for History, Historic Architecture, or Architectural History* to complete a village-wide survey to identify properties that may meet the eligibility criteria for the National Register of Historic Places (NRHP).

Survey Area

The survey area shall be the corporate boundary of the village of McFarland.

Survey Manual

In carrying out the field work and research for the survey, the Grantee shall comply with all requirements and guidance in the [Architecture-History Survey Manual](#) (*Survey Manual*). The Grantee will direct the principal investigator to the *Survey Manual* and advise them that compliance is required.

Subgrant Manual

The Grantee will comply with all standards and requirements in the [CLG Subgrant Manual](#) (*Subgrant Manual*) for allocation and use of federal funding. The Grantee will direct the principal investigator to the *Subgrant Manual* and inform them that compliance is required.

Request for Bids

After the execution of the *Memorandum of Agreement* (MOA), the Grantee will issue a *Request for Bids* (RFB) to qualified historic preservation consultants. The Grantee shall use a competitive process in the procurement of consulting services.

Principal Investigator and Village staff

The consultant selected to conduct the survey shall serve as the Principal Investigator for the project and must meet the [Secretary of the Interior's Professional Qualification Standards for History, Historic Architecture, or Architectural History](#). The Grantee's Project Manager shall assist in facilitating the work of the survey. Time spent by village staff to facilitate the project is eligible for reimbursement by the subgrant and may be tracked and claimed for reimbursement.

Reconnaissance phase

The project shall include a village-wide reconnaissance survey to identify properties that fit the scope of the survey and may meet the NRHP criteria for eligibility, either currently or in the next 10 years. The reconnaissance survey shall *exclude* properties already listed in the NRHP. Fieldwork and data collection during the reconnaissance phase shall be conducted according to the protocols and standards in the *Survey Manual*.

Intensive phase

The intensive phase of the survey shall include site-specific research on all properties determined to be potentially eligible for the NRHP, properties located within a potentially eligible historic district, and those properties included in the survey report to provide comparative context for potentially eligible properties. Areas that are determined to be potentially eligible as historic districts shall be defined on maps included in the survey report, and contributing properties within districts identified by address according to guidance for Historic Districts in the *Survey Manual*.

Data Entry

Property data collected during both phases of the survey shall be entered into the *Wisconsin Historic Preservation Database* (WHPD) by the consultant. Data entry shall comply with the requirements in the *Survey Manual*.

Intensive Survey Report

An Intensive Survey Report shall be prepared that synthesizes and organizes field observations and research collected during the reconnaissance and intensive phases of the survey. The report shall contain the components and analysis outlined in the *Survey Manual* for Intensive Survey Reports

Ownership of Documents

All information gathered, data collected, photos taken, and reports prepared during the completion of this project shall be the property of the SHPO and shall not be made publicly available until the project is complete and deliverables are submitted to the SHPO.

Intellectual Property

The Consultant shall grant the SHPO a non-exclusive, irrevocable, royalty-free license to all copyrightable material (“Material”) created within the scope of the agreement without limitation. The SHPO shall have the right to reproduce, alter, modify, publish, and display all Material created under the scope of this agreement as necessary in the opinion of SHPO to conform to and comply with their requirements and standards, and those of the National Park Service.

Public Engagement

The Grantee shall coordinate and host at least two information sessions in accordance with the *Survey Manual* guidance on community engagement. The first session shall be held prior to the start of field work and noticed in places and forums likely to reach property owners in the survey area. The session shall present the project’s scope, intent, and methodology to

property owners in the survey area, and solicit input on important history and places in the survey area. The second shall be held after the field work is complete and noticed in places and forums likely to reach property owners in the survey area. It shall present the findings of the survey. Additional information sessions may be held at the discretion of the Grantee as necessary. SHPO staff shall be invited to participate in all informational meetings.

Deliverables

1. Survey Report:

On completion of the *Survey Report*, the final version shall be submitted to the SHPO in PDF format along with three color copies printed on acid-free paper: one unbound and two bound.

2. WHPD data:

Property data collected during both phases of the survey shall be entered into the *Wisconsin Historic Preservation Database* (WHPD) by the consultant according to the guidance for data entry in the *Survey Manual*.

All deliverables are due **February 26, 2027**.

VILLAGE OF MCFARLAND CONTRACT

Expiration Date: _____

Maximum Cost: _____

Registered Agent: _____

Street Address of Registered Agent: _____

City, State, Zip: _____

THIS CONTRACT, made and entered into, by and between the Village of McFarland (hereinafter referred to as "VILLAGE") and _____(hereinafter referred to as "PROVIDER"),

WHEREAS VILLAGE, whose address is 5915 Milwaukee St., P.O. Box 110, McFarland, WI 53558, desires to purchase services from PROVIDER for the purpose of _____; and

WHEREAS PROVIDER, whose business address is _____, is able and willing to provide such services;

NOW, THEREFORE, in consideration of the above premises and the mutual covenants of the parties hereinafter set forth, the receipt and sufficiency of which are acknowledged by each party, VILLAGE and PROVIDER agree as follows:

- I. TERM. The term of this Contract shall commence as of the date on which all parties have executed this Contract and shall end as of the EXPIRATION DATE set forth on page 1 hereof, unless sooner agreed to in writing by the parties or as provided in Section IV. VILLAGE may, in its sole discretion, extend the completion date of PROVIDER's services, under the same terms and conditions. PROVIDER shall complete its obligations under this Contract not later than the EXPIRATION DATE, and by the date set by the VILLAGE and agreed to by PROVIDER if this Contract is extended.
- II. SERVICES.
 - A. PROVIDER agrees to provide the services detailed in the attached Schedule A, which is fully incorporated herein by reference.
 - B. PROVIDER shall commence, carry on and complete its obligations under this Contract with all deliberate speed and in a sound, economical and efficient manner, in accordance with this Contract and all applicable laws. In providing services under this Contract, PROVIDER agrees to cooperate with the various departments, agencies, employees and officers of VILLAGE. Time is of the essence with regard to all dates for completion of any services under this Contract unless expressly provided otherwise.
 - C. PROVIDER agrees to secure at PROVIDER's own expense all personnel necessary to carry out PROVIDER's obligations under this Contract. Such personnel shall not be deemed to be

employees of VILLAGE nor shall they or any of them have or be deemed to have any direct contractual relationship with VILLAGE.

III. ASSIGNMENT/TRANSFER. PROVIDER shall neither assign nor transfer any interest or obligation in this Contract, without the prior written consent of VILLAGE unless otherwise provided herein, provided that claims for money due or to become due to PROVIDER from VILLAGE under this Contract may be assigned to a bank, trust company or other financial institution without such approval if and only if the instrument of assignment contains a provision substantially to the effect that the right of the assignee in and to any moneys due or to become due to PROVIDER shall be subject to prior claims of all persons, firms and corporations for services rendered or materials supplied for the performance of the work called for in this Contract. PROVIDER shall promptly provide notice of any such assignment or transfer to VILLAGE.

IV. TERMINATION.

A. VILLAGE may terminate this Contract for any reason upon thirty (30) day written notice to PROVIDER.

B. The following shall constitute grounds for immediate termination:

1. violation by PROVIDER of applicable State, Federal or local law, or failure by PROVIDER to comply with applicable State and Federal service standards, as expressed by applicable statutes, rules and regulations.
2. failure by PROVIDER to carry applicable licenses or certifications as required by law in order to complete the services to be provided under this Contract.
3. failure of PROVIDER to comply with reporting requirements contained herein.
4. inability of PROVIDER to perform the work provided for herein.

C. Failure of the Village Board to appropriate sufficient funds to carry out VILLAGE's obligations hereunder shall result in automatic termination of this Contract as of the date funds are no longer available, without notice.

D. Failure by VILLAGE to make payment to PROVIDER as required under the terms of this Contract, after PROVIDER has provided written notice to VILLAGE of non-payment and the failure continues unremedied for twenty-one (21) days.

E. Upon the expiration or any termination of this Contract, all finished and unfinished documents, services, papers, data, products, and the like prepared, produced or made by PROVIDER under this Contract shall at the option of VILLAGE become the property of VILLAGE, and PROVIDER shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents, services, papers, data, and/or products. Notwithstanding the above, PROVIDER shall not be relieved of liability to VILLAGE for damages sustained by VILLAGE by virtue of any breach of this Contract by PROVIDER, and VILLAGE may withhold any payments to PROVIDER for the purpose of offset.

V. PAYMENT. VILLAGE agrees to make such payments for services rendered under this Contract as and in the manner specified herein and in the attached Schedule B, which is fully incorporated herein by reference. Notwithstanding any language to the contrary in this Contract or its attachments, VILLAGE shall never be required to pay more than the sum set forth on page 1 of this Contract under the heading MAXIMUM COST, for all services rendered by PROVIDER under this Contract for the contracted services, unless otherwise agreed to by the parties by written agreement.

VI. REPORTS. PROVIDER agrees to make reports on the status of its services upon reasonable request by VILLAGE.

VII. DELIVERY OF NOTICE. Notices, bills, invoices and reports required by this Contract shall be deemed delivered as of the date of postmark if deposited in a United States mailbox, first class postage attached, addressed to a party's business address as set forth above. Either party may change the address to which notices should be sent by written notice to the other party.

VIII. INSURANCE.

- A. PROVIDER shall indemnify, hold harmless and defend VILLAGE, its boards, committees, agencies, officers, employees and representatives against any and all liability, loss (including, but not limited to, property damage, bodily injury and loss of life), damages, costs or expenses which VILLAGE, its officers, employees, agencies, boards, commissions and representatives may sustain, incur or be required to pay by reason of PROVIDER's acts or omissions in the course of furnishing the services or goods required to be provided under this Contract, provided, however, that the provisions of this paragraph shall not apply to liabilities, losses, charges, costs, or expenses to the extent caused by or resulting from the acts or omissions of VILLAGE, its agencies, boards, commissions, officers, employees or representatives. The obligations of PROVIDER under this paragraph shall survive the expiration or termination of this Contract.
- B. In order to protect itself and VILLAGE, its officers, boards, committees, agencies, agents, volunteers, employees and representatives under the indemnity provisions of the subparagraph above, PROVIDER shall, at PROVIDER's own expense, obtain and at all times during the term of this Contract keep in full force and effect the insurance coverages, limits, and endorsements listed below. When obtaining required insurance under this Contract and otherwise, PROVIDER agrees to preserve VILLAGE's subrogation rights in all such matters that may arise that are covered by PROVIDER's insurance. Neither these requirements nor the VILLAGE's review or acceptance of PROVIDER's certificates of insurance is intended to limit or qualify the liabilities or obligations assumed by the PROVIDER under this Contract.

Commercial General Liability.

PROVIDER agrees to maintain Commercial General Liability insurance at a limit of not less than \$1,000,000 per occurrence. Coverage shall include, but not be limited to, Bodily Injury and Property Damage to Third Parties, Contractual Liability, Personal Injury and Advertising Injury Liability, Premises-Operations, Independent Providers and Subcontractors, and Fire Legal Liability. The policy shall not exclude Explosion, Collapse, and Underground Property Damage Liability Coverage unless the VILLAGE waives such requirement in writing. The policy shall list the VILLAGE as an Additional Insured.

Professional Liability.

PROVIDER agrees to maintain Professional Liability insurance at a limit of not less than \$1,000,000 per occurrence. The policy shall list VILLAGE as an Additional Insured.

Commercial/Business Automobile Liability.

PROVIDER agrees to maintain Commercial/Business Automobile Liability insurance at a limit of not less than \$1,000,000 Each Occurrence. PROVIDER further agrees coverage shall include liability for Owned, Non-Owned & Hired automobiles. In the event PROVIDER does not own automobiles, PROVIDER agrees to maintain coverage for Hired & Non-Owned Auto Liability, which may be satisfied by way of endorsement to the Commercial General Liability policy or separate Business Auto Liability policy.

Workers' Compensation.

PROVIDER agrees to maintain Workers' Compensation insurance to the extent required by law.

Umbrella or Excess Liability.

PROVIDER may satisfy the minimum liability limits required above for Commercial General

Liability and Business Auto Liability through an Umbrella or Excess Liability policy provided that the Annual Aggregate limit shall not be less than the highest "Each Occurrence" limit for the Commercial General Liability and Business Auto Liability. PROVIDER agrees to list the VILLAGE as an "Additional Insured" on its Umbrella or Excess Liability policy.

- C. Upon execution of this Contract, PROVIDER shall furnish VILLAGE with a Certificate of Insurance listing VILLAGE as an additional insured and, upon request, certified copies of the required insurance policies. If PROVIDER's insurance is underwritten on a Claims-Made basis, the Retroactive Date shall be prior to or coincide with the date of this Contract. The Certificate of Insurance shall state that professional malpractice or errors and omissions coverage, if the services being provided are professional services, is Claims-Made and indicate the Retroactive Date, and PROVIDER shall maintain coverage for the duration of this Contract and for six (6) years following the completion of this Contract. PROVIDER shall furnish VILLAGE, annually on the policy renewal date, a Certificate of Insurance as evidence of coverage. It is further agreed that PROVIDER shall furnish the VILLAGE with a 30-day notice of aggregate erosion, in advance of the Retroactive Date, cancellation, or renewal. It is also agreed that on Claims-Made policies, either PROVIDER or VILLAGE may invoke the tail option on behalf of the other party and that the Extended Reporting Period premium shall be paid by PROVIDER. In the event any action, suit or other proceeding is brought against VILLAGE upon any matter herein indemnified against, VILLAGE shall give reasonable notice thereof to PROVIDER and shall cooperate with PROVIDER's attorneys in the defense of the action, suit or other proceeding. PROVIDER shall furnish evidence of adequate Workers' Compensation Insurance, if required. In case of any sublet of work under this Contract, PROVIDER shall furnish evidence that each and every subcontractor has in force and effect insurance policies providing coverage identical to that required of PROVIDER.
 - D. The VILLAGE, acting at its sole option and through its Village Board, may waive any and all requirements contained in this Contract, such waiver to be in writing only. Such waiver may include or be limited to a reduction in the amount of coverage required above. The extent of waiver shall be determined solely by Village Board taking into account the nature of the work and other factors relevant to VILLAGE's exposure, if any, under this Contract.
- IX. NO WAIVER BY PAYMENT OR ACCEPTANCE. In no event shall the making of any payment or acceptance of any service or product required by this Contract constitute or be construed as a waiver by VILLAGE of any breach of the covenants of this Contract or a waiver of any default of PROVIDER and the making of any such payment or acceptance of any such service or product by VILLAGE while any such default or breach shall exist shall in no way impair or prejudice the right of VILLAGE with respect to recovery of damages or other remedy as a result of such breach or default.
- X. NON-DISCRIMINATION. During the term of this Contract, PROVIDER agrees not to discriminate on the basis of age, race, ethnicity, religion, color, gender, disability, marital status, sexual orientation, national origin, cultural differences, ancestry, physical appearance, arrest record or conviction record, military participation or membership in the national guard, state defense force or any other reserve component of the military forces of the United States, or political beliefs against any person, whether a recipient of services (actual or potential) or an employee or applicant for employment, except to the extent that such factors are substantially related to the qualifications of such person to perform the work or receive the services. Such equal opportunity shall include but not be limited to the following: employment, upgrading, demotion, transfer, recruitment, advertising, layoff, termination, training, rates of pay, and any other form of compensation or level of service(s). PROVIDER agrees to post in conspicuous places, available to all employees, service recipients and applicants for employment and services, notices setting forth the provisions of this paragraph.
- XI. PUBLIC RECORDS. The PROVIDER acknowledges and understands that the VILLAGE is a governmental entity. As such, all communications and other documents prepared or received by the PROVIDER in connection with the services provided by PROVIDER under this Contract may

be governed by the Wisconsin Public Records Law and that, in the event of a request for such documents, the VILLAGE may be legally obligated to produce them. The PROVIDER agrees that it will provide all such documents to the VILLAGE if determined by VILLAGE to be necessary to comply with a proper Public Records Law request by either (1) retaining all such documents for a period of not less than seven (7) years after completion of the Work and providing copies to the VILLAGE promptly upon request in exchange for the reasonable cost of copying or (2) providing a copy of each such document to the VILLAGE upon the expiration of the Contract. In the event the PROVIDER fails to make such documents available to the VILLAGE as provided herein, the PROVIDER shall indemnify the VILLAGE for any penalties, costs, expenses (including reasonable attorney fees) incurred due to its inability to comply with the Public Records Law with respect to such documents. The obligations under this paragraph to produce and retain records, including the provisions for indemnity, shall survive the expiration or termination of this Contract.

XII. MISCELLANEOUS.

- A. PROVIDER is registered to do business in the State of Wisconsin; the persons executing this Contract on its behalf are authorized to do so, and the name and address of PROVIDER's registered agent is as set forth opposite the heading REGISTERED AGENT on page 1 of this Contract. PROVIDER shall notify VILLAGE immediately, in writing, of any change in its registered agent, his or her address, and PROVIDER's legal status. For a partnership, the term 'registered agent' shall mean a general partner. The person(s) executing this Contract on behalf of PROVIDER individually represent(s) that he, she or they are duly authorized to enter into this Contract and bind the PROVIDER hereto, and that no signatures other than those shown in the signature blocks below are necessary to make this Contract binding on PROVIDER.
- B. Controlling Law and Venue. It is expressly agreed that in the event of any disagreement or controversy between the parties, Wisconsin law shall be controlling. Venue for any legal proceedings shall lie solely in the Dane County Circuit Court.
- C. Limitation of Contract. This Contract is intended to be an agreement solely between the parties hereto and for their benefit only. No part of this Contract shall be construed to add to, supplement, amend, abridge or repeal existing duties, rights, benefits or privileges of any third party or parties, including but not limited to employees of either of the parties.
- D. Entire Contract. The entire agreement of the parties is contained herein and this Contract supersedes any and all oral agreements and negotiations between the parties relating to the subject matter hereof. The parties expressly agree that this Contract shall not be amended in any fashion except in writing, executed by both parties.
- E. Counterparts. The parties may evidence their agreement to this contract upon one or several counterparts of this instrument, which together shall constitute a single instrument.
- F. Severability. In the event any provision, term or clause contained in this Contract shall be determined unlawful or unenforceable, such determination shall not affect the remaining provisions of this Contract which shall remain in full force and effect. In the event any such provision, term or clause shall be determined unlawful or unenforceable as to any particular person or circumstances, such determination shall not affect the applicability of such provision to any other person or under any other circumstances.
- G. Neither Party shall be liable to the other Party for failure or delay in performance of this Contract due to acts of God, acts of governmental authorities other than the VILLAGE, extraordinary weather conditions or other natural catastrophes, or any other cause beyond the reasonable control or contemplation of either Party or as otherwise defined by law ("Force Majeure Event"), provided the delayed Party shall make reasonable efforts to avoid

or mitigate such delay and shall promptly notify the other Party in writing of the cause of the delay and its extent.

IN WITNESS WHEREOF, VILLAGE and PROVIDER, by their respective authorized agents, have caused this Contract and its Schedules to be executed, effective as of the date by which all parties hereto have affixed their respective signatures, as indicated below.

FOR PROVIDER:

Date Signed: _____

FOR VILLAGE:

Date Signed: _____
Carolyn Clow, Village President

Date Signed: _____
Cassandra Suettinger, Deputy Administrator/Clerk

Approved as to form:

Daniel J. Evans
Attorney for the Village

VILLAGE OF MCFARLAND CONTRACT

Schedule A – Scope of Services

Pursuant to Section II(A) of this Contract, the PROVIDER shall provide _____

In accomplishing the scope of services and providing the deliverables as outlined above, the PROVIDER will provide the services in a timely and professional manner.

VILLAGE personnel shall cooperate with the PROVIDER and its agents in the performance of the PROVIDER's obligations hereunder.

VILLAGE OF MCFARLAND CONTRACT

Schedule B – Payment for Services

For and in consideration of the services provided under this Contract, the VILLAGE will pay PROVIDER as follows:

VILLAGE OF MCFARLAND CONTRACT

Schedule C – Project Schedule

Please note the following project schedule:

Task

Time Frame

The term of the Contract shall be in effect within the dates stated unless otherwise provided according to the terms of this contract. The Project Schedule may be amended at any time by mutual agreement between the VILLAGE and PROVIDER.



Archaeological Research Laboratory Center
Cultural Resource Management

UWM Cultural Resource Management
Department of Anthropology
PO Box 413
Milwaukee, WI 53201
414-229-3078 main
www.uwm.edu/archaeology-laboratory/

11/11/2025

Kong Pheng Thao
Associate Planner
Community & Economic Development
Village of McFarland
5915 Milwaukee St.
McFarland, WI 53558

Re: McFarland Intensive Survey RFB
McFarland, Dane County, WI
UWM-CRM: 2025-0901

Kong Pheng Thao:

The University of Wisconsin-Milwaukee Cultural Resource Management program (UWM-CRM) is pleased to offer a proposal to the Village of McFarland for an intensive survey of historic and architectural resources within the village limits.

The project team for the McFarland Intensive Survey project has over 50 years of combined professional experience in architectural history and historical research. The project team is directed by Brian Nicholls (Associate Director) with Gail Klein acting as the project manager and lead architectural historian. Two additional architectural historians and our staff GIS specialist provide important supporting roles for the project. Our key staff exceed the National Park Service's Secretary of Interior's Qualification Standards for History and Architectural History. In addition to the combined professional experience of the project team, we have worked together for the past ten years, successfully completing many large-scale architecture history projects, including municipal intensive surveys. Four of these projects are highlighted in the attached proposal.

As UWM-CRM is part of a research-based public institution, we do not charge profit on our outside contracts, resulting in the maximum allocation of funding towards project directed research. Moreover, the resources and support staff of our program allow for our projects to be consistently completed on time. For the McFarland Intensive Survey, we are proposing a final completion date no later than January 31, 2027. We look forward to working with the Village of McFarland on this project.

Sincerely,

A handwritten signature in cursive script that reads "Gail Klein".

Gail Klein, M.S.
Principal Investigator / Architectural Historian
UWM-Cultural Resource Management



Archaeological Research
Laboratory Center
Cultural Resource Management

Gail Klein
*Principal Investigator/Architectural
Historian*

University of Wisconsin-Milwaukee
Archaeological Research
Laboratory Center
PO Box 413
Milwaukee, WI 53201

grklein@uwm.edu
414-251-6772
www.uwm.edu/archaeology-laboratory/

11/7/2025

Kong Pheng Thao
Associate Planner
Community & Economic Development
Village of McFarland
5915 Milwaukee St.
McFarland, WI 53558
608-838-2319
kong.thao@mcfarland.wi.gov

RE: Village of McFarland Intensive Survey
McFarland, Dane County, WI
UWM-CRM 2025-0901

Dear Mr. Thao,

The Cultural Resource Management program (Archaeological Research Laboratory Center) at the University of Wisconsin-Milwaukee (UWM) is pleased to offer a scope of work and estimated cost to conduct cultural resource investigations for the above referenced project.

The McFarland Intensive Survey will consist of a field survey and review of the status and eligibility of all buildings and structures over 40 years of age (pre-1986) within the municipal boundaries of the Village of McFarland.

The project has two components: (1) a reconnaissance-level survey of all pre-1986 built resources within the survey area; and (2) an intensive survey of those properties that may be eligible for the National Register of Historic Places. All survey activities will be conducted according to the guidelines in the Wisconsin Historical Society's *Architecture History Survey Manual* and in accordance with the Scope of Work provided to the Village of McFarland by the Wisconsin State Historic Preservation Office (SHPO).

Authority

The methods and techniques used during the study will follow those standards promulgated in the Secretary of Interior's Standards and Guidelines for Archeology and Historic Preservation and the Architecture-History Survey Manual. The use of these documents as guides for historic preservation planning is endorsed by the Wisconsin State Historic Preservation Office (SHPO).

Scope of Services

Architecture History Investigations

Project Overview

The McFarland Intensive Survey will consist of a review of the status and eligibility of all buildings and structures over 40 years of age (pre-1986) within the municipal boundaries of the Village of McFarland.

The project has two components: (1) a reconnaissance-level survey of all pre-1986 built resources within the survey area; and (2) an intensive survey of those properties that may be eligible for the National Register of Historic Places.



Reconnaissance Survey Phase

The reconnaissance survey phase of the project will begin with a literature search of the Wisconsin Historic Preservation Database (WHPD) for existing records of properties within the survey boundaries. The literature search will be followed by a reconnaissance field survey of all pre-1986 buildings that meet WHS survey criteria. Properties individually listed in the NRHP, or that are contributing resources to NRHP-listed historic districts, will not be resurveyed. Non-contributing resources in historic districts will be resurveyed. UWM-CRM staff will conduct field surveys to visit and photograph each property, as well as to collect location and survey data for each property.



Following the reconnaissance survey, UWM-CRM staff will update or create WHPD records, as appropriate, with survey data, updated photo(s), tax parcel numbers, and brief statements of significance for potentially eligible properties. Significance statements will include the area and period of significance, as well as a short statement on the property's historic and/or architectural importance.



Our in-house GIS specialist will produce all required project maps. Draft versions of the mapping will be provided to the Village of McFarland and the SHPO for



review and approval before final submittal. In addition, all geospatial data will be made available to the Village of McFarland and SHPO.

Intensive Survey Phase

The intensive survey phase of the project will consist of site-specific research for each of the potentially eligible properties identified during the reconnaissance survey. Research will evaluate properties for historical significance under *Criteria A* and *B* and for architectural significance under *Criterion C*. The results of the research will be compiled into an intensive survey report following review and approval by the Village of McFarland and the State Historic Preservation Office.

The intensive survey report will contain the following: a historical overview of the growth and development of the Village; historical outlines of various historic themes as identified by SHPO and as represented by properties within the survey limits (i.e., Commerce, Recreation, Industry, etc.); a summary of each architectural style identified within the village; a summary of architects and builders identified as working within the village during the historical period; and a list of potentially eligible properties. The justification for eligibility of each property (applicable criteria, potential period of significance, and summary statement of significance) will also be provided.

In addition to the completion of the intensive survey report, UWM-CRM will attend any required informational meetings during the course of the project (including public information meetings at the beginning and end of the project and meetings with the Landmarks Commission), in coordination with the Village of McFarland and/or SHPO staff. UWM-CRM will also prepare monthly progress reports as requested by the Village of McFarland throughout the course of the project and will be available for update meetings as needed. Regular UWM-CRM in-house project meetings with key staff will ensure that the project remains within the stated scope and budget. A draft of the intensive survey report will be submitted to the Village and Landmarks Commission prior to submittal of the final survey report.



Reporting and Deliverables

Deliverables for the project include 2 major items: (1) the final intensive survey report; and (2) completion of WHPD data entry.

UWM-CRM will provide the intensive survey report to the Village of McFarland in both digital and hard copy formats. Following acceptance of the final intensive survey report by the Village of McFarland, UWM-CRM will also provide three color copies of the report (one unbound and two bound) printed on acid-free paper and one digital copy in PDF format to SHPO. UWM-CRM will also provide geospatial data to the Village of McFarland and SHPO.

Project Timeline

The project timeline is presented below and assumes a notice to proceed by February 27, 2026. Final deliverables will be provided no later than January 31, 2027.

<u>DESCRIPTION</u>	<u>DATE</u>
1. Notice to Proceed	February 27, 2026
2. Public Information Meeting 1	TBD by Village/Landmarks Commission
3. Reconnaissance Survey Phase	March-May 2026
a. Literature Search	March 2026
b. Field Survey	April-May 2026
4. Intensive Survey Phase	June-October 2026
a. Site Specific Research and Mapping	June-August 2026
b. Intensive Survey Report	September-October 2026
c. Draft Submitted to Village	November 2026
5. Deliverable 1: Intensive Survey Report	January 2027
6. Deliverable 2: WHPD Data Entry	January 2027
7. Public Information Meeting 2	TBD by Village/Landmarks Commission

In addition to the above items, UWM-CRM will attend regular check-in meetings with the Village and/or Landmarks Commission as requested throughout the course of the project.

Estimated Cost

The estimated cost for the above-described scope of work is a lump sum of \$17,887.

The above sum includes a total of 367 estimated labor hours at a fully burdened hourly rate of \$48.74. Municipal

This is a good faith estimate based upon the information provided to ARLC and is non-binding. The commencement of the work described herein is contingent upon a written contract being executed by both parties. A copy of ARLC’s form contract is attached for your review and will be customized to include the relevant project-related details if you wish to proceed with this project.

The estimated contract end date is March 1, 2027.

You should request a new cost estimate if you wish to materially change the scope of services, if you learn new details that might materially impact the project scope or estimated cost, or if six months have passed since the date of this estimate.

If you have any questions regarding the scope of services, cost estimate, or if you wish to further discuss the project, please do not hesitate to contact Gail Klein at 414-251-6772 or at grklein@uwm.edu.

Signed by: *Gail Klein* 11/11/2025 | 10:25 AM CST
ID: 331130942F442...

Gail Klein, M.S.
Principal Investigator/Architectural Historian

Date

DocuSigned by: *Jennifer Haas* 11/11/2025 | 11:39 AM CST
ID: 33302011821DE...

Jennifer R. Haas, Ph.D.
Director, Archaeological Research Laboratory Center

Date

Attachments:

1. Company Background
2. Company Experience and Qualifications
3. Highlighted Projects
4. Project Team and Qualifications
5. References
6. Key Staff Resumes

Attachments

COMPANY BACKGROUND

WHO WE ARE

Cultural Resource Management at the University of Wisconsin-Milwaukee has been providing historic preservation and archaeological consulting services to the public and private sectors since 1974. Our clients include agencies, municipalities, firms, and individuals.

UWM-CRM operates within the Archaeological Research Laboratory Center, and our multi-disciplinary staff includes specialists from a wide variety of backgrounds including architecture, historic preservation, public history, archaeology, anthropology, and geography. With over forty years' experience, we have established a reputation for high quality, cost-effective consulting work that combines the efficiency and client-oriented approach of the private sector with the thoughtful, thorough approach of the academic world.

WHAT WE DO

UWM-CRM offers clients a one-stop shop consulting service for cultural resource compliance. Our architectural historians regularly complete reconnaissance and intensive surveys, Determinations of Eligibility, National Register of Historic Places nominations, and historic tax credit applications. UWM-CRM also provides a variety of consulting services including consultation, development and preparation of effects documentation such as Finding of No Adverse Effect, Documentation for Consultation, mitigation plans, and Memoranda of Agreement. In addition to our above-ground services, we also offer a full array of contract archaeology services including research, documentation, excavation, monitoring, and laboratory analysis.

Our facilities encompass 10,000 square feet of space devoted to offices, computer facilities, photographic and cartographic studios, archaeological research labs, and extensive storage. As a university program, UWM-CRM has access to the UW System Libraries and other research facilities, fleet vehicles, duplicating services, federally approved accounting services, computing consultants, and the State of Wisconsin liability and worker's compensation programs.



UWM-CRM is located in Sabin Hall at the University of Wisconsin-Milwaukee. Our building was built in 1928 and originally housed the science departments of the Milwaukee-Downer College. Our physical address and contact person is:

Brian Nicholls
 Cultural Resource Management
 Archaeological Research Laboratory Center
 University of Wisconsin-Milwaukee
 Sabin Hall, 3413 N. Downer Avenue
 Milwaukee, WI ,53211
 414-251-5680
 nicholls@uwm.edu

Cultural Resource Management at the University of Wisconsin-Milwaukee is licensed to operate in the State of Wisconsin.

COMPANY EXPERIENCE & QUALIFICATIONS

REPRESENTATIVE PROJECTS

UWM-CRM routinely completes architectural history investigations for a number of agencies and municipalities encompassing a variety of project types and of differing scales. Included in our portfolio are National Register of Historic Places (NRHP) nominations, reconnaissance level surveys, intensive surveys, determination of eligibility assessments for NRHP listing, as well as many types of cultural resource documentation formats. Our architectural history experience covers the entire State of Wisconsin and includes a wide range of historical properties, themes, and contexts.

Listed below is a representative sample of architecture/history projects completed by UWM-CRM that reflect our breadth of experience with architecture history investigations throughout Wisconsin. Following this list are four highlighted projects that provide a more in-depth assessment of our expertise: **City of Wisconsin Rapids Intensive Survey, City of Racine Carlisle Neighborhood Intensive Survey, Milwaukee Houses of Worship Intensive Survey, and City of Prairie du Chien Intensive Survey.**

SAMPLE OF ARCHITECTURE-HISTORY PROJECTS

Intensive Surveys

City of Wisconsin Rapids, Wood County, WI (2025)

Milwaukee Houses of Worship: 1920-1980, City of Milwaukee, Milwaukee County, WI (2023-2024)

Carlisle Neighborhood, City of Racine, Racine County, WI (2022)

City of Superior, Douglas County, WI (2019)

Milwaukee Public Schools, City of Milwaukee, Milwaukee County, WI (2019)

City of Prairie du Chien, Crawford County, WI (2019)

Milwaukee Electric Railway & Light Company Interurban Corridors, East-Central Wisconsin (2018)

National Register of Historic Places Nominations

Roscus and Ingebor Freeman House, River Falls, Pierce County, WI (2024)

Sunset Circle Residential Historic District, Green Bay, Brown County, WI (2023)

Oak Grove Cemetery, La Crosse, La Crosse County, WI (2023)

Willard and Fern Tompkins House, Monona, Dane County, WI (2022)

Trinity Lutheran Church, Platteville, Grant County, WI (2022)

Reconnaissance Surveys

STH 32, City of Kiel, Manitowoc County, WI (2023-2024)

USH 151, City of Manitowoc, Manitowoc County, WI (2023)

STH 13, Village of Friendship, Adams County, WI (2021)

STH 78, Dane, Green, Iowa, and Lafayette Counties, WI (2021)

Elroy-Sparta State Trail, Monroe and Juneau Counties, WI (2020-2021)

Main Street, Village of Sussex, Waukesha County, WI (2017)

Broad Street, City of Menasha, Winnebago County, WI (2016)

NRHP Determination of Eligibility Reports

Menasha Canal, City of Menasha, Winnebago County, WI (2024)

Walter and Isabelle Carey House, Village of Wilmot, Kenosha County, WI (2023)

North First Street Bungalow Historic District, City of Milwaukee, Milwaukee County, WI (2022)

Calumet County Highway Shed, City of Chilton, Calumet County, WI (2016)

COMPANY EXPERIENCE & QUALIFICATIONS - HIGHLIGHTED PROJECTS

INTENSIVE SURVEY, CITY OF WISCONSIN RAPIDS

In 2024-2025 UWM-CRM conducted a city-wide intensive survey of historic resources in the City of Wisconsin Rapids, Wood County, Wisconsin. The survey covered all resources constructed within the city limits constructed prior to 1985 and was conducted as an update to the city's 1996 intensive survey.

For this project, UWM-CRM conducted a street-by-street field survey to identify all properties meeting SHPO survey criteria. A total of 350 properties, including 3 historic districts, were identified as meeting survey criteria; WHPD records were created or updated for each of these properties. Following detailed archival research, UWM-CRM completed site visits with SHPO staff at all properties identified as potentially eligible for NRHP listing.

The final intensive survey report included a history of the city's development, detailed historic contexts for various themes represented by surveyed resources, recommendations for National Register listing, and historic district maps indicating proposed district boundaries and the contributing/noncontributing status of each resource. UWM-CRM also presented the project at public meetings at the outset and completion of the survey work.

Project reference: Kyle Kearns, Wisconsin Rapids Community Development Director, kkearns@wirapids.org, 715-421-8225



COMPANY EXPERIENCE & QUALIFICATIONS - HIGHLIGHTED PROJECTS

INTENSIVE SURVEY, CARLISLE NEIGHBORHOOD, CITY OF RACINE

In 2022 UWM-CRM conducted an intensive survey of historic resources in the Carlisle Avenue neighborhood of the City of Racine, Racine County, Wisconsin. The survey covered all resources constructed within the neighborhood boundaries prior to 1982. The majority of resources within the neighborhood had not been previously surveyed.

UWM-CRM conducted a field survey to identify all properties meeting SHPO survey criteria. A total of 198 properties, including 2 potential historic districts, were identified as meeting survey criteria; WHPD records were created or updated for each of these properties. Following detailed archival research, UWM-CRM completed site visits with SHPO staff at all properties and districts identified as potentially eligible for NRHP listing.

The final intensive survey report included a history of the neighborhood's development, detailed historic contexts for various themes represented by surveyed resources, recommendations for National Register listing, and a full set of survey and historic district maps. UWM-CRM also presented the project at public meetings at the outset and completion of the survey work.

Project reference: Jeff Hintz, Assistant Director, Department of City Development, jeff.hintz@cityofracine.org, 262-636-9151



COMPANY EXPERIENCE & QUALIFICATIONS - HIGHLIGHTED PROJECTS

INTENSIVE SURVEY, MILWAUKEE HOUSES OF WORSHIP: 1920-1980

In 2022 and 2023, UWM-CRM conducted a city-wide intensive survey of Milwaukee's 20th-century religious architecture. Over the course of a year, the project team visited and photographed nearly 280 buildings; engaged with multiple religious congregations; and worked with local preservation advocates and the Wisconsin SHPO to identify properties of historical and architectural significance. The project accomplished three goals: to produce a survey report with recommendations for preservation planning and future historic designations; to establish an architectural context for 20th-century modernism in Wisconsin; and to engage meaningfully with the various faith congregations who are stewards of these historic religious buildings.

This intensive survey project received a 2024 Award of Excellence from the Wisconsin Association of Historic Preservation Commissions, citing its innovative survey methodology and its focus on "recent past" resources and architectural styles. The survey also received press coverage from local media outlets with upcoming invited lectures at the Milwaukee Public Library, the Wisconsin Historical Society's annual Local History Conference, and as part of Doors Open Milwaukee.

Project reference: Tim Askin, Senior Planner, City of Milwaukee/Milwaukee Historic Preservation Commission, tim.askin@milwaukee.gov



COMPANY EXPERIENCE & QUALIFICATIONS - HIGHLIGHTED PROJECTS

INTENSIVE SURVEY, CITY OF PRAIRIE DU CHIEN

In 2019 UWM-CRM conducted a city-wide intensive survey of historic resources in the City of Prairie du Chien, Wisconsin on behalf of the Wisconsin Historical Society. The survey covered all resources constructed within the city limits prior to 1979 and was the first intensive survey conducted in the community.

For this project, UWM-CRM conducted a street-by-street field survey to identify all properties meeting SHPO survey criteria. A total of 396 properties, including 3 historic districts, were identified as meeting survey criteria; WHPD records were created or updated for each of these properties. Following detailed archival research, UWM-CRM completed site visits with SHPO staff at all properties and districts identified as potentially eligible for NRHP listing.

The final intensive survey report included a history of the city's development, detailed historic contexts for various themes represented by surveyed resources, recommendations for National Register listing, and a full set of survey and historic district maps. UWM-CRM also presented the project at public meetings at the outset and completion of the survey work.

Project reference: Garth Frable, Planner, City of Prairie du Chien, gfrable@prairieduchien-wi.gov, 608-326-6406



PROJECT TEAM & QUALIFICATIONS

KEY STAFF

The team for the McFarland Intensive Survey project has over 50 years of combined professional experience in architectural history and historical research. The project team is directed by **Brian Nicholls** (Associate Director) with **Gail Klein** acting as the project manager and lead architectural historian. Gail will lead the field survey, serve as the point of contact with the Village of McFarland and McFarland Landmarks Commission, and act as primary author of the intensive survey report. Gail will be assisted by fellow historians **Justin Miller** and **Kelly Blaubach**. **Drew Saleh**, the UWM-CRM staff GIS specialist, will produce all mapping for the project.

None of the project team have professional commitments in place that will interfere with their ability to complete the project within the proposed timeline. No substantial commitments from Village of McFarland staff are anticipated beyond the items previously indicated in the project's Request for Bids.

Our key staff exceed the National Park Service's Secretary of Interior's Qualification Standards for History and Architectural History.

LIST OF PROJECT TEAM

Brian Nicholls, M.S., Associate Director

Gail Klein, M.S., Project Manager/Architectural Historian

Justin Miller, Architectural Historian

Kelly Blaubach, M.A., Architectural Historian

Drew Saleh, M.S., GIS Specialist



PROJECT TEAM

BRIAN NICHOLLS, ASSOCIATE DIRECTOR



Brian has over 20 years of cultural resource management experience. Brian has been conducting and managing all aspects of cultural resource projects including historic preservation, intensive surveys, archaeological and burial site investigations. Brian has assisted clients and project sponsors fulfill all levels of state and federal compliance requirements including Section 106 of the National Historic Preservation Act (NHPA) and National Environmental Policy Act (NEPA). He serves as the primary point of contact with the Wisconsin Department of Transportation, and also has worked with other sponsors/clients from the private sector, energy sector, and other state, county and local agencies. For this project, Brian will serve as the point of contact for contracting, invoicing, and other project management concerns.

EDUCATION

M.S., Anthropology, University of Wisconsin-Milwaukee
 Certificate in Geographic Information Systems, University of Wisconsin-Milwaukee
 B.S. Anthropology, University of Wisconsin-Milwaukee

MEMBERSHIPS

Register of Professional Archaeologists
 Society of American Archaeologists
 Midwest Archaeology Conference
 Wisconsin Archaeological Survey
 Wisconsin Archaeological Society

TRAINING

Section 106: An Introduction, National Preservation Institute

 WisDOT: Section 106 Compliance Training

RELEVANT EXPERIENCE

As the Associate Director, Brian oversees the contract development and fiscal management of all contracts awarded to the UWM-CRM program, oversees instruction and supervision of students and staff, and assists in managing the UWM-CRM contract program operations. Brian supervises the project team and facilitates the coordination of projects from contract to final deliverable and invoicing.

PROJECT TEAM

GAIL KLEIN, PROJECT MANAGER/LEAD ARCHITECTURAL HISTORIAN



Gail has been working as an architectural historian and historic preservation consultant in Wisconsin since 2009 and has been with UWM-CRM since 2014. Gail's historic preservation work includes the preparation of multiple intensive and reconnaissance survey reports, NRHP nominations, historic tax credit documentation, and Determination of Eligibility reports. She leads historic preservation projects documenting and evaluating a wide range of historic property types. Gail's project responsibilities will include project management, attending and presenting at informational meetings, conducting fieldwork, historical research, photography, and report writing and production. Gail lives in Stoughton, Wisconsin.

EDUCATION

M.S., Historic Preservation,
University of Oregon
B.A., History, Art,
North Central College

MEMBERSHIPS

Wisconsin Historical Society
National Trust for Historic
Preservation

PUBLICATIONS

"Preserving America's Historic
Grange Halls," ASHP Journal, 2009
"Unity, Liberty, and Charity: A History
of the Grange in Lane County," Lane
County Historian, Summer 2009

TRAINING

Historic Preservation Consultants
Seminar, Wisconsin Historical Society
(2009 – 2025)
The Recent Past: Strategies for
Evaluation, National Preservation
Institute (October 2018)
Local History & Historic Preservation
Conference, Wisconsin Historical
Society (2009-2023)
Historic Tax Credits Workshop,
Wisconsin Historical Society (2017-
2024)
Section 106: An Introduction, National
Preservation Institute (2011)

RELATED PROJECTS

City of Prairie du Chien Intensive Survey -- Prairie du Chien, Crawford County, Wisconsin

In 2019 UWM-CRM conducted a city-wide intensive survey of historic resources in the City of Prairie du Chien. The survey covered all resources constructed within the city limits prior to 1979 and was the first intensive survey conducted in the community. Gail served as project manager and lead architectural historian on the project. A total of 396 properties, including 3 historic districts, were surveyed. Following detailed archival research, Gail completed site visits with SHPO staff at all properties and districts identified as potentially eligible for NRHP listing. The intensive survey report included a history of the city's development, detailed historic contexts for various themes represented by surveyed resources, and recommendations for National Register listing. Gail also presented the project at public meetings at the outset and completion of the survey work.

Milwaukee Electric Railway & Light Company Intensive Survey, We Energies – Milwaukee, Kenosha, Racine, Waukesha, Jefferson, Ozaukee, and Sheboygan Counties, Wisconsin

Gail served as lead architectural historian on an intensive survey of built resources along the historic Milwaukee Interurban rail lines between the City of Milwaukee and destinations in surrounding counties. The UWM-CRM team utilized GIS mapping to locate and identify geographically isolated bridges, culverts, and other resources historically associated with the interurban railway. UWM-CRM conducted archival research to provide a historical context for the surveyed structures, and identified those considered potentially eligible for listing in the National Register of Historic Places. WHPD records were created and GIS data was provided to WHS for all surveyed structures. As project lead, Gail conducted intensive-level field survey and authored sections of the final report.

PROJECT TEAM

JUSTIN MILLER, ARCHITECTURAL HISTORIAN



Justin has been working as an architectural historian in Wisconsin for over ten years and has been with UWM-CRM since 2014. Justin's historic preservation experience includes reconnaissance and intensive survey work, Determination of Eligibility reports, National Register nominations, and cultural resource compliance projects including consultation and developing Memorandum of Agreements. Justin serves as chair of the Chicago chapter of Docomomo, an international organization dedicated to the preservation of Modern-era buildings, landscapes, and allied arts. Justin's project responsibilities will include research and fieldwork assistance, photography, and assisting with report writing and production. Justin lives in Chicago.

EDUCATION

B.S., Architectural Studies
University of Wisconsin-Milwaukee

MEMBERSHIPS

Society of Architectural Historians
Docomomo US/Chicago, Board Member
Landmarks Illinois
Glessner House Museum

PRESENTATIONS

"Mount Telemark: Modernist Ski Resort in the Northwoods," Virtual presentation co-sponsored by Docomomo Minnesota and Docomomo Chicago (April 2021)

Moderator, "Modern in the Middle: Chicago Houses 1929-75," Virtual presentation co-sponsored by Glessner House and Docomomo Chicago (April 2021)

"Looking at H.H. Richardson's Other Chicago House," Chicago Architecture Biennial lecture (December 2017)

TRAINING

Preserving the Recent Past 3 conference, University of Southern California (2019)

Identification and Evaluation of Mid-20th-Century Buildings, National Preservation Institute (2011)

Local History & Historic Preservation Conference, Wisconsin Historical Society (2008-present)

RELATED PROJECTS

Milwaukee Public Schools Intensive Survey—Milwaukee, Wisconsin

In 2019, UWM-CRM completed an intensive survey of historic public school buildings within the municipal boundaries of the City of Milwaukee. The survey was funded and conducted on behalf of the Wisconsin Historical Society. Justin served as lead architectural historian on the project, completing the intensive survey fieldwork, conducting archival research, and authoring the intensive survey report. Justin also participated in public meetings related to the intensive survey project, conducted site visits of potentially eligible properties with Wisconsin SHPO staff, and presented the survey results at a Wisconsin Historical Society annual consultants' seminar.

Waldo Boulevard Reconnaissance Survey, Determination of Eligibility Reports, and NRHP Nomination—Manitowoc, Wisconsin

Between 2014 and 2018, UWM-CRM completed the Section 106 compliance process for a roadway project in the City of Manitowoc. The UWM-CRM project team completed a reconnaissance survey for the project, which included approximately 200 houses, commercial buildings, schools, churches, and civic buildings dating from the late-19th century to the present. Justin served as lead architectural historian on the project, led the field survey, produced photography for all phases of the project, and authored the majority of project reports. Justin, along with two other historians, prepared Determinations of Eligibility for five houses; a junior high school and its associated landscape; a country club; a parish complex; and a residential historic district, for which Justin also wrote a National Register nomination.

PROJECT TEAM

KELLY BLAUBACH, ARCHITECTURAL HISTORIAN



Kelly is an architectural historian who began working at UWM-CRM in 2014. With experience in reconnaissance- and intensive-level surveys as well as historic and archival research, Kelly has prepared many survey reports, Determination of Eligibility reports, and effects documentation for cultural resources throughout the state of Wisconsin. She works with a vast array of property types, including residential properties, farmsteads, commercial buildings, industrial sites, and municipal and civic buildings. For this project, Kelly's responsibilities will include assisting with fieldwork and photography, conducting historical research, and assisting with report writing and production. Kelly lives in Waukesha County.

EDUCATION

M.A., Public History, concentration in Historic Preservation, University of Wisconsin-Milwaukee
B.A., History, Carroll University

MEMBERSHIPS

Historic Milwaukee, Inc.

TRAINING

The Recent Past: Strategies for Evaluation, National Preservation Institute (2018)

Section 106: An Introduction, National Preservation Institute (2016)

Historic Preservation Consultants Seminar, Wisconsin Historical Society (2014 – 2025)

Local History & Historic Preservation Conference, Wisconsin Historical Society (2014-2017)

Historic Preservation Conference, National Trust for Historic Preservation (2013)

RELATED PROJECTS

Statewide Hydroelectric Context—Statewide, Wisconsin

UWM-CRM worked with the Wisconsin Public Service Corporation to develop and implement mitigation measures for required upgrades to a hydroelectric facility northwest of Merrill, Wisconsin. The Grandfather Falls hydro plant, determined eligible for listing in the National Register, was one of the few remaining hydroelectric facilities in the region with its original, early-twentieth century wood penstock pipelines. As such, Kelly worked to develop creative mitigation to reflect the unique significance of the property. A portion of one wood penstock was salvaged and incorporated into the landscape of the adjacent Ice Age Trail, which runs through the property. In addition, Kelly developed a historical context for the development of hydroelectric technology and facilities in Wisconsin. The project team also produced archival photodocumentation of the hydro plant, its penstocks, and associated resources in three seasons. Then, UWM-CRM developed text and visual content for informational signage installed at the facility.

Historic Districts Effects Assessment—Quincy, Illinois

UWM-CRM conducted an effects assessment for a cell tower project in the City of Quincy, along the Mississippi River in Adams County, Illinois. The project area encompassed four historic districts listed in the National Register of Historic Places: the Downtown Quincy Historic District, the East End Historic District, the Northwest Historic District, and the Southside German Historic District. The City of Quincy, due to its location along the Mississippi River, was a bustling travel center in the early-to-mid 1800s, and Quincy's residential districts contain houses constructed as early as the 1830s and 1840s. Kelly conducted photographic documentation, archival research, and effects assessment for all NRHP listed resources.

PROJECT TEAM

ANDREW SALEH, GIS SPECIALIST



Drew began working as an archaeologist in Wisconsin in 2014. He holds a master's degree in Anthropology and a Graduate Certificate in Geographic Information Systems from the University of Wisconsin-Milwaukee. Drew has three years of experience working within the utility GIS industry. He is a Project Manager for UWM-CRM, as well as a GIS Specialist. Drew's previous GIS projects and experience cover a wide range of geospatial fields and activities, including geospatial data production, geospatial database maintenance and data curation, spatial analysis, remote sensing, LiDAR data processing and analysis, as well as spatial web-based mapping and mobile application development.

EDUCATION

Graduate Certificate in Geographic Information Systems, University of Wisconsin-Milwaukee
M.S., Anthropology, University of Wisconsin-Milwaukee
B.A., Anthropology, University of Wisconsin-Madison

MEMBERSHIPS

Society for American Archaeology
Wisconsin Archaeological Society
Wisconsin Archaeological Survey
Midwest Archaeological Conference

CONFERENCE PRESENTATIONS

Society for American Archaeology (2025)
Midwest Archaeological Conference (2017-2024)
Southeastern Archaeological Conference (2023)

On survey projects, Drew works closely with the architecture history project team to streamline survey efforts and improve survey data accuracy. Prior to any field survey work, Drew produces detailed, user-friendly survey maps. He also coordinates with the survey team to utilize hand-held GIS data collection devices, as necessary. Following the field survey, Drew compiles and curates the survey data. Drew also works with the project lead to produce project-specific submittal mapping based on content, layout, and report format.

Drew's project responsibilities will include digitizing project survey data and spatial data curation, conducting desktop literature reviews for previously recorded historic properties or historic districts, creation of project submittal mapping and other geospatial project deliverables.

REFERENCES

The following references are associated with the Highlighted Projects included in this proposal.

Kyle Kearns
Community Development Director
City of Wisconsin Rapids
444 West Grand Ave.
Wisconsin Rapids, WI 54495
kkearns@wirapids.org
715-421-8225

Tim Askin
Senior Planner
City of Milwaukee
Milwaukee Historic Preservation Commission
841 N Broadway, Rm B1
Milwaukee, WI 53202
414-286-5712
Tim.Askin@Milwaukee.gov

Jeff Hintz
Assistant Director
Department of City Development
City of Racine
730 Washington Ave.
Racine, WI 53403
jeff.hintz@cityofracine.org
262-636-9151

Garth Frable
City Planner
City of Prairie du Chien
214 E. Blackhawk Ave.
Prairie du Chien, WI 53821
gfrable@prairieduchien-wi.gov
608-326-6406

Staff Resumes

Brian D. Nicholls

Associate Director

University of Wisconsin-Milwaukee
 Archaeological Research Laboratory Center-Cultural Resource Management
 3413 N. Downer Avenue•Milwaukee, Wisconsin 53211•414.251.5680•nicholls@uwm.edu



EDUCATION

Master of Science (Anthropology), University of Wisconsin-Milwaukee, Milwaukee, Wisconsin (1997)
 Bachelor of Arts (Anthropology), University of Wisconsin-Milwaukee, Milwaukee, Wisconsin (1991)
 Geographic Information Systems (GIS) certificate (Department of Urban Planning), University of Wisconsin-Milwaukee, Milwaukee, Wisconsin (2000)

PROFESSIONAL QUALIFICATIONS

Meets Secretary of Interior’s Professional Standards for Archaeology (Prehistoric and Historic Periods) (Code of Federal Regulations 36 CFR Part 61)
 Qualified archaeologist to excavate human burials under Wisconsin’s burial law and administrative rule (Wis. Stats. § 157.70)

OVERVIEW OF ADMINISTRATIVE & MANAGEMENT EXPERIENCE

Responsibilities include concurrent management of multiple projects and program resources (950 + projects) annually.
 Fulfill compliance obligations at the federal level under Section 106 and NEPA as well as with state level compliance in Wisconsin, Minnesota and Iowa. Services provided for partners from the transportation, energy and utility sectors as well as private development projects.
 Provide project direction and program management of staff that includes ten project managers and architecture historians and 30-40 seasonal limited term employees and students.

PROFESSIONAL EXPERIENCE: CULTURAL RESOURCE PROJECT MANAGEMENT

Cultural Resources Liaison: Serve as lead contact for WisDOT projects managing all WisDOT archaeological surveys, cultural resource review screening requests, including state-wide borrow, wasting and staging submittals, state-wide OASIS sign installation and maintenance submittals and state-wide sign installation submittals. Responsible for the development, maintenance and administration of the WisDOT Portal, a secure website used by WisDOT to distribute project related documentation to the thirteen Federally recognized tribes of Wisconsin and other interested parties. The Portal is currently used to distribute documentation for approximately 5,000 projects throughout the state. The Portal is also used to distribute results from the cultural resources screening requests results totalling and additional 4,600 projects or an average of 937 projects annually. Also responsible for development, maintenance and administration of three permanent public interpretation websites and several active project websites to distribute information for several larger projects conducted by the UWM-CRM program.

Burial Sites Specialist: Documented, researched, and excavated prehistoric and historic American Indian, and historic Euroamerican human burial sites and cemeteries to assist federal agencies, state agencies, utility companies, and private clients relative to compliance with Wisconsin Statute 157.70.

Nicholls Resume Page 2

GIS Coordinator: Experience in project development/management, data management, cartography, project planning/scoping, analysis, and training.

Cultural Resources Specialist: Preparation of archaeological Data Recovery Plans, Documentation for Consultation, draft EIS, and consultation efforts (tribal & stakeholder) for large scale transportation, utility, private development and utility projects relating to archaeological sites.

Phase I Archaeological Surveys: Directed Phase I survey of over a hundred complex transportation and utility corridors, development sites, and energy projects (WI, IA, IL), and prepared technical reports.

Phase II Archaeological Evaluations: Managed multiple concurrent Phase II site investigations and National Register evaluations, encompassing components from the prehistoric and historic periods.

Phase III Mitigation: Directed field excavations and laboratory analyses, and producing a reports of investigations, for several large-scale data recovery (Phase III) projects, encompassing components spanning Paleoindian, Archaic, Woodland, and historic periods.

Consultation: provided consultation for clients, state agencies, local communities and Native American groups.

Specialty Skills: Lithic analysis, mortuary analysis, database development and Geographical Information Systems.

PROFESSIONAL DEVELOPMENT & ASSOCIATIONS

Society of American Archaeology
 Midwest Archaeological Conference (Past Treasurer)
 Wisconsin Archaeological Society (Past Newsletter editor, treasurer, website administrator)
 Wisconsin Archaeological Survey (Past website administrator)
 University of Wisconsin-Milwaukee - GIS Council

PRESENTATIONS & OUTREACH

Produced over 400 reports of investigations, technical memos, letter reports and archaeological survey field survey reports documenting results of archaeological investigations.

Presented papers and posters at the Midwest Archaeological Conference, Society of American Archaeology and/or World Archaeological Conference (2000, 2003, 2006, 2008, 2010, 2011, 2016, 2022)

Served as a High Interest Day presenter for McKinley Elementary School, Wauwatosa (2012, 2013, 2014) and for St. Sebastian Catholic School, Milwaukee (2012)

Invited Presenter:

Wisconsin Archaeological Society Monthly Guest Lecture Series (2000)

UW-Milwaukee GIS Day (2000)

1st Annual Stateline Archaeo Fest Conference (2007)

Wisconsin Land Information Association Annual Conference (2008)

North American Stormwater and Erosion Control Association (NASECA), Wisconsin Chapter (2019)

PROFESSIONAL HISTORY

Associate Director/Principal Investigator/GIS Coordinator, UWM-CRM, Milwaukee, Wisconsin (1997 to Present)

Teaching Academic Staff, UWM-CRM, Milwaukee, Wisconsin (2008 to Present)

Research Assistant/Supervisor, GLARC, Milwaukee, Wisconsin (1992 to 1997)

Archaeology Technician, GLARC, Milwaukee, Wisconsin (1991 to 1992)

Archaeology Technician, UWM-SEWAP, Milwaukee, Wisconsin (1991 to 1994)

GAIL KLEIN



Project Manager / Architectural Historian

University of Wisconsin-Milwaukee Cultural Resource Management Services
3413 N. Downer Avenue • Milwaukee, Wisconsin 53211 • 414.251.6772 • grklein@uwm.edu

EDUCATION

Master of Science in Historic Preservation, University of Oregon, Eugene (2009)
Masters Thesis: A Survey and Inventory of Historic Grange Halls in Lane County, Oregon with Historic Context Report.
Bachelor of Arts in History, North Central College, Naperville, IL (2004)
Bachelor of Arts in Studio Art, North Central College, Naperville, IL (2004)

PROFESSIONAL QUALIFICATIONS

Meets Secretary of Interior's Professional Standards for History and Architecture/History (Code of Federal Regulations 36 CFR Part 61)
Sixteen years experience in cultural resource management and historic preservation

OVERVIEW OF ARCHITECTURAL HISTORY & HISTORIC PRESERVATION EXPERIENCE

Concurrently maintain regular communications with the Wisconsin Department of Transportation, the Wisconsin State Historic Preservation Office, and other municipal, private, and energy/utility clients regarding architecture/history investigations and review.

Led over 475 field surveys and thematic studies of architectural and historic resources throughout Wisconsin and upper Midwest according to established Wisconsin State Historic Preservation Office standards and prepared Section 106, WisStat 44.40, and Section 4(f) compliance reports.

Conducted historical research, completed photographic documentation, and prepared Determination of Eligibility reports for over 150 historic buildings, structures, sites, and landscapes throughout Wisconsin.

Led consultation meetings and prepared Section 106 effects documentation including Determination of No Adverse Effects reports, Documentation for Consultation Reports, and Memoranda of Agreement for a wide range of projects.

Researched, wrote, and presented successful National Register of Historic Places nominations for individual houses, schools, industrial sites, commercial buildings, farmsteads, churches, and community buildings in Wisconsin, Illinois, and Oregon.

Prepared tax credit application and documentation for commercial property rehabilitation projects.

Regular participant in on-going training and education for Historic Preservation and Cultural Resource Management through the Wisconsin Historical Society, the Wisconsin Department of Transportation, the National Preservation Institute, and the National Trust for Historic Preservation.

Gail Klein, Project Manager / Architectural-Historian
 University of Wisconsin-Milwaukee Cultural Resource Management Services
 Page 2



PROFESSIONAL DEVELOPMENT & ASSOCIATIONS

- National Preservation Institute: Section 4(f) Compliance for Historic Properties (2023)
- Wisconsin State Historical Society: Historic Preservation Consultants Seminar (2009-2025)
- Wisconsin State Historical Society: Local History & Historic Preservation Conference (2009-2022)
- National Preservation Institute: The Recent Past - Strategies for Evaluation (2018)
- Annual WisDOT Training Session for Architecture History Consultants (2009-2025)
- Wisconsin Historical Society: Historic Tax Credits Workshop (2017-2024)
- National Trust for Historic Preservation: Main Street Conference (2016)
- WisDOT NEPA Training (2014)
- National Preservation Institute: Section 106 - An Introduction (2011)
- Member, Wisconsin Historical Society
- Member, National Trust for Historic Preservation

PROFESSIONAL HISTORY

- Architectural Historian**, UWM-CRM, Milwaukee, Wisconsin (January 2014 to Present)
- Architectural Historian**, Great Lakes Archaeological Research Center, Milwaukee, Wisconsin (2009-2014)
- Historic Preservation Consultant**, City of Stoughton, Wisconsin (2016)
- Historic Preservation Consultant**, Straight Forward of Wisconsin, Sauk City, Wisconsin (2015)
- Graduate Teaching Fellow**, University of Oregon, Department of History (2008-2009)
- Historic Preservation Consultant**, Hegeler Carus Foundation, LaSalle, Illinois (2008, 2010)
- Historic Preservation Consultant**, Willakenzie Grange #498, Eugene, Oregon (2008)
- Museum Educator**, Naper Settlement, Naperville, Illinois (2005-2007)

PUBLICATIONS

- “Lone Rock bridges constructed despite controversy, restrictions,” *Home News*, September 2021
- “Preserving America’s Historic Grange Halls,” *ASHP Journal*, 2009
- “Unity, Liberty, and Charity: A History of the Grange in Lane County,” *Lane County Historian*, Summer 2009

Justin Miller
Architectural Historian



Archaeological Research Laboratory Center - Cultural Resource Management
 3413 N. Downer Avenue • Milwaukee, Wisconsin 53201 • 414.251.9495 • jcmill@uwm.edu

EDUCATION

Bachelor of Science in Architectural Studies, University of Wisconsin-Milwaukee (2002)

PROFESSIONAL QUALIFICATIONS

Meets *Secretary of Interior's Professional Standards* for History and Architecture History (Code of Federal Regulations 36 CFR Part 61)

Over fifteen years' experience in historic preservation and cultural resource management

PROFESSIONAL EXPERIENCE: ARCHITECTURAL HISTORY & HISTORIC PRESERVATION

Cultural Resources Specialist. Extensive experience in preparation of Finding of Effect Documentation, Documentation for Consultation, Memorandum of Agreements, draft EIS, and consultation efforts for large scale transportation, utility, and energy projects relating to historic structures, and districts.

Reconnaissance and Intensive Surveys. Completed over 400 reconnaissance surveys for transportation and utility corridors, development sites, and energy projects throughout Wisconsin and prepared agency-specific survey reports and technical memos. Completed one intensive survey for the Wisconsin Historical Society and prepared intensive survey report.

National Register Nominations and Determinations of Eligibility. Completed over 200 Determination of Eligibility reports and multiple National Register nominations for buildings, landscapes, and historic districts in Wisconsin and Illinois.

Effects Documentation. Prepared Determination of No Adverse Effects documentation for over 30 transportation, utility, development site, and energy projects throughout Wisconsin.

Mitigation Documentation. Led consultation meetings for over ten projects involving Section 106 consultation between federal and state agencies, county agencies, local municipalities, and other stakeholders throughout Wisconsin. Produced Documentation for Consultation, Memoranda of Agreement, and executed a variety of mitigation stipulations related to historic built resources.

Public Outreach. Invited guest lecturer and review critic for Dr. Jennifer Haas (UWM ANTHRO 465: Historic Preservation in Archaeology) and Prof. Matt Jarosz (UWM ARCH 600/800: Historic Preservation Design Studio).

PUBLICATIONS

Milwaukee Houses of Worship, 1920-1980: Architectural and Historical Intensive Survey Report. Prepared for City of Milwaukee Historic Preservation Commission. (August 2023)

The Veterans Home; Former Buildings at the Home; The Veterans Cottages; Life at King; People; The Old Hospital (interpretive panels). Content, design, and layout prepared for the Wisconsin Veterans Home at King, Wisconsin Department of Veterans Affairs. (May 2023)

Monona Historic Landmarks (map and driving tour). Content, design, and layout prepared for the Monona Historic Preservation Commission. (November 2022)

"Eighteen Hours with Mattie Williamson: Recreating a Day in the Life of the Glessners' Cook." *Nineteenth Century: The Magazine of the Victorian Society in America.* Volume 40, Number 2. (Fall 2020)

Milwaukee Public Schools: Architectural and Historical Intensive Survey Report. Prepared for Wisconsin Historical Society. (August 2019)

Justin Miller, Architectural Historian
University of Wisconsin-Milwaukee Cultural Resource Management Services
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PROFESSIONAL DEVELOPMENT & ASSOCIATIONS

Wisconsin Historical Society: Historic Preservation Consultants Seminar (2009 to present)
Wisconsin Historical Society: Local History & Historic Preservation Conference (2009 to present)
Wisconsin Historical Society: Historic Tax Credits Workshop (2019 to present)
Wisconsin Department of Transportation: Annual Training Session for Architecture History Consultants (2009 to present)
Wisconsin Department of Transportation NEPA Training (2014)
National Preservation Institute: "Identification and Evaluation of Mid-20th-Century Buildings" (2011); "Section 106: An Introduction" (2010)
Preserving the Recent Past 3 conference, University of Southern California, Los Angeles, CA (2019)
Association for Preservation Technology, Western Great Lakes Chapter: "Preservation Challenges of Modernist Structures" symposium (2018)
Memberships: Docomomo US/Chicago (Board of Directors); Glessner House Museum (House & Collections Committee member); Association for Preservation Technology; Society of Architectural Historians

PROFESSIONAL HISTORY

Architectural Historian, UWM-CRM, Milwaukee, Wisconsin (January 2014 to Present)
Architectural Historian, Great Lakes Archaeological Research Center, Milwaukee, Wisconsin (2008 to 2014)

PRESENTATIONS

City of Steeples. Discovery Lunch presentation at Milwaukee Public Library, Zablocki Branch. (July 2024)
Color and Light: The Allied Arts in Milwaukee's Postwar Churches. Session presented at 2024 Docomomo US National Symposium, Miami. (May 2024)
58 New Schools in 15 Years: Milwaukee's Midcentury Schools. Inaugural lecture, "From the Archives" series presented by Wisconsin Architectural Archive and Docomomo US/Wisconsin, Milwaukee Public Library. (November 2023)
Marine Plaza: Private Sector Urban Renewal in Downtown Milwaukee. Session presented at 2023 Docomomo US National Symposium, New Haven. (June 2023)
Mrs. Jack and Mrs. Glessner. Virtual lecture at Glessner House Museum, Chicago. (October 2022)
Carl Sandburg Village: Urban Renewal on Chicago's Near North Side. Session presented at 2022 Docomomo US National Symposium, Philadelphia. (May 2022)
Mount Telemark: Modernist Ski Resort in the Northwoods. Virtual presentation co-sponsored by Docomomo Minnesota and Docomomo Chicago. (April 2021)
Looking at H.H. Richardson's other Chicago house. Lecture at AIA Chicago, sponsored by the Victorian Society in America and the Chicago chapter of the Society of Architectural Historians, Chicago (January 2018)
Careers in Public History. Panel discussion at the Wisconsin Historical Society Local History and Historic Preservation Conference, Elkhart Lake, WI. (October 2018)
Nor So Convenient or Artistic as We Had Expected. Lecture at the 2015 Chicago Architecture Biennial, Chicago. (December 2015)

Kelly Blaubach
Architectural Historian



University of Wisconsin-Milwaukee Cultural Resource Management
3413 N. Downer Avenue • Milwaukee, Wisconsin 53201 • 414.251-7361 • kjblaub@uwm.edu

PROFESSIONAL HISTORY

Architectural Historian, UWM-CRM, Milwaukee, Wisconsin (*October 2014-present*)
Intern, Wisconsin Historical Society, Division of Historic Preservation-Public History, Madison, Wisconsin (*May-August 2014*)
Intern, Milwaukee Public Library-Central, Wisconsin Architectural Archives, Milwaukee, Wisconsin (*September 2013-May 2014*)

EDUCATION

Master of Arts in History (Public History), University of Wisconsin-Milwaukee (*2014*)
Bachelor of Arts in History, Carroll University, Waukesha, Wisconsin (*2009*)

PROFESSIONAL QUALIFICATIONS, DEVELOPMENT & CERTIFICATIONS

Meets the *Secretary of Interior’s Professional Qualifications Standards* for History and Architecture History (Code of Federal Regulations 36 CFR Part 61)
Wisconsin State Historical Society Historic Preservation Consultants Seminar (*2014-2022*)
Wisconsin State Historical Society Historic Tax Credit Workshop (*2020*)
Wisconsin Department of Transportation Annual Workshop for Architecture/History Consultants (*2015-2022*)
Wisconsin State Historical Society: Local History and Historic Preservation Conference (*2014-2019*)
National Preservation Institute seminar “The Recent Past: Strategies for Evaluation” (*October 2018*)
National Preservation Institute seminar “Section 106: An Introduction” (*December 2016*)
National Trust for Historic Preservation, Historic Preservation Conference (*2013*)

SUMMARY OF PROFESSIONAL EXPERIENCE

Cultural Resources Specialist. Extensive experience in preparation of Finding of Effect Documentation, Documentation for Consultation, and consultation efforts for large scale transportation, utility, and energy projects relating to historic structures, and districts.
National Register Nominations. Completed two National Register nominations for properties in Wisconsin.
Reconnaissance Surveys. Completed over thirty intensive surveys for transportation and utility corridor, development sites, and energy projects in Wisconsin, and prepared technical reports.
Determination of Eligibility Forms. Prepared over twenty DOE forms for historic properties, including residences, schools, farmsteads, industrial/commercial properties, churches, bridges, and dams in Wisconsin.
Specialty Skills. Historian, Architectural-Historian, and Historic Preservationist.

PROFESSIONAL ORGANIZATIONS & ASSOCIATIONS

Historic Milwaukee, Inc., Member (*2017-present*)
American Association for State and Local History, Member, (*2018-present*)

Andrew M. Saleh
 Project & GIS Manager - Archaeologist



Archaeological Research Laboratory Center - Cultural Resource Management
 3413 N. Downer Avenue • Milwaukee, Wisconsin 53201 • amsaleh@uwm.edu

**PROFESSIONAL
 ARCHAEOLOGY/
 GIS HISTORY**

Researcher I, UWM-CRM, Milwaukee, Wisconsin (2022 to Present)
 GIS Specialist, SSP Innovations, Mukwonago, Wisconsin (2021 to 2022)
 GIS Technician II/Project Lead, UDC, Inc., Waukesha, Wisconsin (2019 to 2021)
 Field/Lab Technician and Lead, UWM-CRM, Milwaukee, Wisconsin (2014 to 2019)
 Field Technician, Mannik & Smith Group, Inc., Maumee, Ohio (2014)

EDUCATION

Master of Science in Anthropology, University of Wisconsin-Milwaukee, Milwaukee, Wisconsin (2019) - with Graduate GIS certificate
 Bachelor of Arts in Anthropology, University of Wisconsin-Madison, Madison, Wisconsin (2014) - with Undergraduate Archaeology certificate

**ADMINISTRATIVE
 & MANAGEMENT
 EXPERIENCE**

Currently manage WEC Energy Group territories (Changes a lot, I have technically managed every We Energies territory at one time or another). Currently back-up manage WEC Energy Group territories as well. Currently apart of a four person ArcGIS team that helps facilitate programmatic standards and products for mapping. Currently perform Quality Control related to report writing, permitting, and mapping.

**PROFESSIONAL
 QUALIFICATIONS,
 DEVELOPMENT &
 CERTIFICATIONS**

Qualified archaeologist to excavate human burials under Wisconsin’s burial law and administrative rules (Wis. Stats. § 157.70(1) (i) and HS 2.04(6))
 Geographic Information Systems (GIS) certificate (Department of Geography and Urban Planning), University of Wisconsin-Milwaukee, Milwaukee, Wisconsin (2019).

**SUMMARY OF
 PROFESSIONAL
 EXPERIENCE**

Intensive Surveys: Completed over one-hundred intensive surveys for transportation and utility corridors, development sites, and energy projects; and, prepared technical reports.
 Phase I Archaeological Surveys: Conduct/Supervise Phase I field survey of over one-hundred transportation and utility corridors, development sites, and energy projects throughout Minnesota, Ohio, and Wisconsin. Have produced technical memos, reports of investigation and agency specific documents of results.
 Phase II Site Evaluation: Supervised Phase II work on multiple projects in 2022 and 2024, and have worked on a handful of others since 2015.

Andrew Saleh, Project & GIS Manager
 Archaeological Research Laboratory Center - Cultural Resource Management
 Page 2



2024. Supervised some test excavation units in 2019 at the Kohler Golf Course site, and have worked on many others since 2014. My longest standing Phase III is the Yahara Bike Trail Mitigation project where I worked during three different field seasons for many weeks.

GIS Experience: Worked in the Utility GIS industry for three years, learning utility language, function, and plan interpretation skills. Was also a Project Lead, responsible for over ten people and project item delivery at a certain speed and accuracy.

PROFESSIONAL ORGANIZATIONS & ASSOCIATIONS

- Midwest Archaeological Conference
- Society for American Archaeology
- Wisconsin Archaeological Society (Past Website Administrator)
- Wisconsin Archaeological Survey

RELATED EXPERIENCE

Phase I-III Archaeological/Architecture Surveys
 2014-2019, 2022 - Over 100 phase I surveys with UWM-CRM. Over ten combined Phase II and III projects. Many monitoring projects as well.

CONFERENCE PRESENTATIONS, PAPERS, POSTERS & INVITED SPEAKER

- SAA Denver - 2nd author paper/3rd author poster GIS (Presenting) 2025
- MAC UW - Milwaukee (Presenting/Volunteering) 2024
- SEAC Chattanooga - Poster GIS (for William Balco's Poster) 2023
- MAC UW - La Crosse - Paper (Presented) 2022
- MAC MSU - Maps (for Megan Thornton's Presentation) 2021
- MAC Mankato - Paper (Presented) 2019
- MAC Indianapolis - Paper (Presented) 2017
- UW - Milwaukee Colloquium - Paper (Presented) 2017
- MAC UW - Milwaukee - Tables (Volunteered) 2015

PUBLICATIONS/ TECHNICAL REPORTS

Technical Reports/Report of investigations
 Over 100 technical memos as of 2025, all with UWM-CRM. Recent important report examples provided below:

- Flanders, Peyton, Good, W. W. and Saleh, A. M.
 2024 Monitoring Report and Missed Monitoring Report: Van Schaick Cemetery (47WL0324/BWL-0070), WR4868794, N Walworth Road, Town of Walworth, T01N R16E Section 05, Walworth County. TM2024-0192.
- Flanders, Peyton and Saleh, A. M.
 2024 Cultural Resource Review: CTH B Capacity Improvement, We Energies WR 4933313, Salem, Kenosha County. TM2024-0052.

PROPOSAL FOR:

Request for Proposals (RFP)

McFarland Intensive Historic Property Survey – Village of McFarland



SUBMITTED TO:

**Village of McFarland,
Wisconsin**

**Chronicle Heritage
(Formerly PaleoWest/Commonwealth)**
8669 N. Deerwood Drive,
Milwaukee, WI 53209
T: 414.446.4121
ChronicleHeritage.com



December 12, 2025

Andrew Bremer Community & Economic Development Director
Village of McFarland, Wisconsin
Community & Economic Development Department
5915 Milwaukee Street, PO Box 110,
McFarland, WI 53558.

RE: Request for Proposals (RFP) – McFarland Intensive Historic Property Survey – Village of McFarland

Dear Andrew Bremer,

Chronicle Heritage appreciates the opportunity to submit our bid to the Village of McFarland for the Intensive Historical Property Survey. Chronicle Heritage is the nation's largest cultural resource management (CRM) firm, with more than 700 professionals and 18 offices nationwide, allowing us to complete all elements of the Scope of Work without reliance on subconsultants. Our integrated approach combines local leadership, national capacity, and advanced digital survey methods, ensuring accuracy, consistency, and timely delivery of all required components.

Our Midwest and Great Lakes teams bring deep experience conducting intensive architectural and historical surveys that comply with the Architecture-History Survey Manual, CLG Subgrant Manual, and NRHP criteria, along with extensive experience engaging municipal clients and SHPO partners on grant-funded survey projects. Chronicle Heritage's archaeologists and architectural historians have supported local governments across the region on multi-year contracts, contributing to the development of statewide guidance and reviewing survey reports as former SHPO staff. Our team meets or exceeds the Secretary of the Interior's Professional Qualification Standards, satisfying the RFB's requirement for a qualified Principal Investigator.

We are committed to delivering a clear, defensible list of properties recommended for designation, informed by robust fieldwork, comparative context development, and community-based engagement. Our process emphasizes responsiveness, accuracy, bilingual outreach, and thoughtful interpretation of local history, aligning directly with McFarland's goals to strengthen recognition of historic resources and preserve the community's heritage for future generations.

Chronicle Heritage welcomes the opportunity to partner with the Village, its staff, the Landmarks Commission, and SHPO throughout this project. Please contact Matt Marino at mmarino@chronicleheritage.com or 954.336.3625 with any questions.

Sincerely,

Chronicle Heritage

Steve Karacic | President



CHRONICLE[™]
HERITAGE

CONTRACTOR INFORMATION

**Chronicle Heritage
(Formerly PaleoWest/Commonwealth)**

8669 N. Deerwood Drive,
Milwaukee, WI 53209
T: 414.446.4121
www.ChronicleHeritage.com

DUNS: 617301374
Unique Entity ID: JHN5GDMWC7B7
CAGE: 4B2K5
Federal Tax ID: 72-1609812

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I. Qualifications

Firm Profile

Corporate Address

PHOENIX HQ
602.261.7253
2025 North 3rd Street
Suite 157
Phoenix, AZ 85004

Founded

2006

Size

750+ employees

Expertise / Services

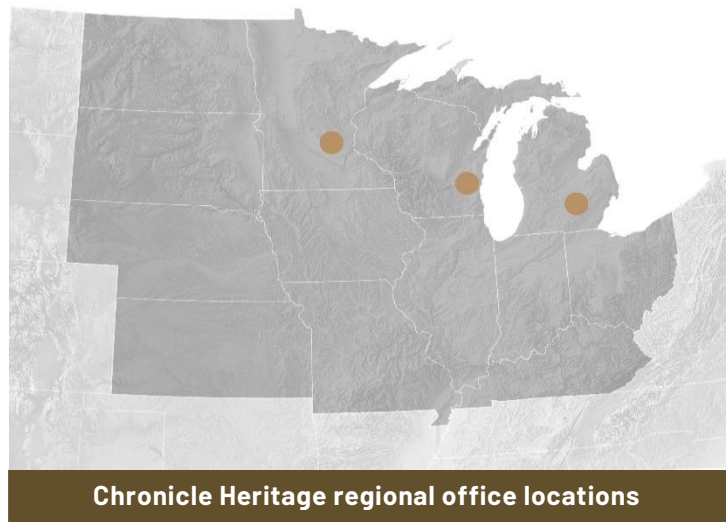
Archaeology
Ethnography
Paleontology
Underwater Archaeology
Construction Compliance
Historic Architecture
Historic Preservation
Preservation Planning
GIS and Technology
Exhibition and Public

Chronicle Heritage was formed in 2022 through the merger of PaleoWest, LLC and Commonwealth Heritage Group, uniting two established preservation leaders under a shared commitment to advancing historic resource stewardship. Today, Chronicle Heritage is the nation’s largest cultural-resource-only firm, with 17 offices nationwide—including a strong regional presence serving Wisconsin, Illinois, Iowa, Minnesota, Michigan, Indiana, Missouri, and the broader Upper Midwest. This structure gives us the capacity and continuity needed to support all elements of the Village of McFarland’s intensive historical property survey without reliance on subcontractors.

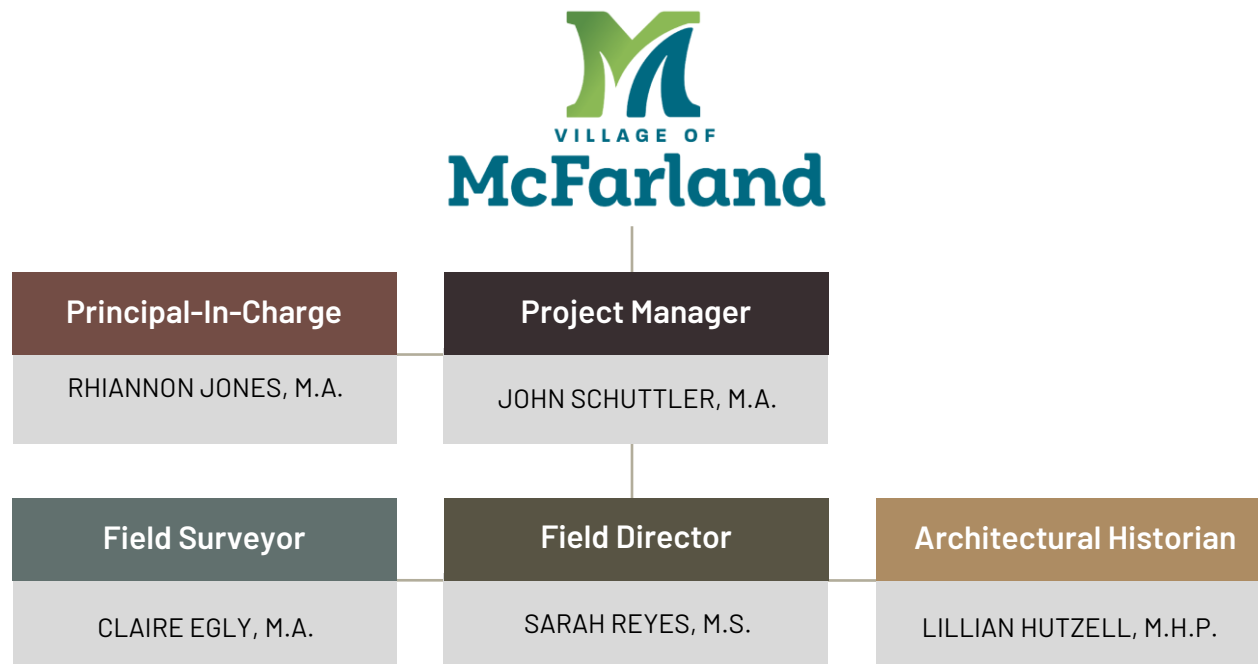
Our Midwest team provides the full suite of cultural resource services required for a successful CLG-funded survey, including architectural history, historic property evaluation, cultural landscape analysis, ethnographic research, GIS mapping, public outreach, and compliance-driven field survey. We bring extensive experience completing municipal and state-level historic resource surveys that adhere to the Architecture-History Survey Manual, NRHP criteria, and Secretary of the Interior’s Professional Qualification Standards.

Chronicle Heritage has completed more than 1,000 projects in the Midwest, including intensive and reconnaissance-level architectural surveys, historic district evaluations, and data-entry-driven projects for state databases similar to the Wisconsin Historic Preservation Database (WHPD). We employ advanced digital recording methods and robust QA/QC procedures to ensure accuracy, consistency, and timely delivery of all data and reports—key requirements for a project with defined milestones and a fixed grant performance period.

Chronicle Heritage brings the experience, staffing depth, and regional expertise necessary to produce a defensible, well-supported list of properties recommended for designation, and to deliver all required components of the Village of McFarland’s Intensive Historical Property Survey with clarity, accuracy, and professionalism.



Key Personnel – Organization Chart



Staff Qualifications – Key Personnel Resumes

JOHN SCHUTTLER, M.A.

Project Manager

EDUCATION

M.A., History, University of Montana, 1991

B.A., History, Montana State University, 1986

YEARS OF PROFESSIONAL EXPERIENCE

33

John Schuttler, M.A., serves as senior architectural historian and project manager at Chronicle Heritage. He has led projects for government agencies, private businesses, and non-profit organizations. John has experience conducting reconnaissance and intensive-level architectural surveys in rural and urban districts, preparing NRHP nominations, grant fund applications, federal tax credit certifications, and preservation plans. He has evaluated a broad range of resource types, including residential, commercial, educational, transportation, industrial, and military at the individual and district levels.

SELECT PROJECT EXPERIENCE

Interstate 94 Business Loop/Huron Avenue Reconnaissance and Intensive Level Survey, Port Huron, MI. *Project Manager (2024-Ongoing).* Chronicle Heritage was contracted to survey and evaluate historic resources along a road corridor slated for reconstruction. The project area included a portion of the NRHP-listed historic district, for which resources were re-evaluated to determine changes in condition and contributing status to the district. The other portion of the project area had not been surveyed previously, and Chronicle Heritage evaluated the eligibility of resources in that area individually and for possible inclusion in an expansion of the adjacent, existing historic district. John managed the project and wrote the survey report. Additionally, Chronicle Heritage documented and recorded the presence of streetcar tracks buried beneath the roadway. Client: Tetra Tech/Michigan Department of Transportation

Idlewild National Historic Landmark District Nomination, Idlewild, MI. *Project Manager (2024-Ongoing).* The National Park Service (NPS) contracted with Chronicle Heritage to prepare a National Historic Landmark District nomination for the Idlewild NRHP District. The district is comprised of more than 1,000 resources, including privately-owned residences, former commercial spaces, and cultural landscape features in a community that provided Black Americans their own place to enjoy natural beauty and relaxation when Jim Crow-era restrictions prevented them from doing so at resorts catering to White clientele. The nomination details the unique development of the community, its ability to draw people from across the country, and its prominence as an example for similar resorts elsewhere. John is managing the project and assisting in the writing of the nomination. A 95% complete draft was submitted in January 2025 with presentation to the review board anticipated in Fall 2025. Client: NPS

2nd South Apartments Class III Cultural Resource Survey, Salt Lake City, UT. *Principal Investigator (2024).* Developer contracted with Chronicle Heritage to conduct an investigation and evaluation of properties located along West 200 South to determine whether they are eligible for the National Register of Historic Places. The survey required detailed title search and research of historic tax records, newspapers, maps, aerial photographs, city directories, and local histories. The investigation determined that while the resources within the project area met the standard for appropriate age, none held individual significance and collectively they lacked historic integrity. Chronicle Heritage determined that none of the resources were eligible for the NRHP and the Utah SHPO concurred in that finding.

Old Fourth Ward Historic District Survey, Ann Arbor, MI. *Project Manager (2024).* Ann Arbor contracted with Chronicle Heritage to conduct an intensive-level survey of the Old Fourth Ward area. The survey required documentation of 364 historic resources within a Period of Significance stretching from 1824-1944. Prominent within the historic context was the significance of the neighborhood as a center of the African-American community in Ann Arbor. Narrative themes differentiated resources by periods of population growth in the community and their correlation to the prominent architectural styles within those periods. John assumed management of the project during preparation of the survey report and the SHPO resource identification forms, writing much of the report and assembling a large team to complete the forms. Client: City of Ann Arbor

Royal Oak Historic Context Study, Royal Oak, MI. *Project Manager (2024).* The City of Royal Oak contracted with Chronicle Heritage to prepare a Historic Context and Thematic Narratives for the city's historic resources. The city also identified dozens of individual resources for which they wanted detailed information and their association with Thematic Narratives. John managed the end stages of the project during review and comments on the first draft, which included modifications to the original scope that required frequent meetings with the local historic district steering committee. Client: City of Royal Oak

Camfield Trust Building, State Historic Fund Grant Application, Greeley, CO. *Project Manager (2005).* The owner of the building contracted with John to prepare an application to the State Historic Fund to secure a grant to conduct rehabilitation of the building. The application required preparation of a detailed history of the building and the historic significance of the men who built and operated the Camfield Trust, which played a prominent role in the economic development of the region. The grant was awarded. Client: James Mongan.

National Historic Landmark District Re-Evaluation, Central City, CO. *Project Manager (2001).* John conducted a field survey and re-evaluation of the 303 resources comprising the National Historic Landmark District to assess any changes in condition since the original survey, which was conducted in 1961. John produced a summary report, updated SHPO inventory forms for each property, and made presentations to the local historic preservation commission. Client: City of Central.

Denver Tramway Co. Powerhouse, State Historic Grant Fund Application, Denver, CO. *Project Manager (1998).* John prepared an application to the State Historic Fund to secure a grant to conduct restoration and rehabilitation of former powerhouse being converted into a REI Flagship store. The effort included extensive research on the history of the Denver Tramway Company, its contributions to growth and transportation services in Denver, and the powerhouse building, which saw significant changes in function over its more than 100-year history. The client received the largest grant award given to that point and the information collected by John contributed to the preparation of a Historic Preservation Certification Application to the NPS for a federal tax credit for the restoration work. The client received those credits. Client: REI, Inc.

SARAH REYES, M.S.

Associate Architectural Historian

EDUCATION

M.S., Historic Preservation, Eastern Michigan University, 2019

B.F.A., Fine Art-Graphic Design, Eastern Michigan University, 2004

YEARS OF PROFESSIONAL EXPERIENCE

5

YEARS WITH FIRM

5

REGISTRATIONS / CERTIFICATIONS

Secretary of the Interior (SOI) qualified

PROFESSIONAL AFFILIATIONS

Michigan Historic Preservation Network

Sarah Reyes serves as an associate architectural historian for Chronicle Heritage at the Dexter, Michigan office. She has surveyed and photographed linear corridors encompassing hundreds of resources, partial and entire residential neighborhoods, as well as built and cultural landscapes. She has conducted background research and developed historical contexts for properties in Michigan, Kentucky, and Wisconsin. She has experience with Section 106 review, reconnaissance and intensive level survey, utilizing HABS/HAER databases, register of deeds and assessor's offices for research purposes. Sarah has worked at several small southeastern Michigan museums including the Ypsilanti Historical Society where she spent time managing the house museum as well as researching and assisting in the achieves. Sarah exceeds the federal Professional Qualifications Standards in Architectural History (36 CFR Part 61) and specializes in the identification, documentation and evaluation of historic buildings and landscapes.

SELECT RECENT PROJECT EXPERIENCE

Adams Road Reconstruction Project Intensive Level Survey, Rochester Hills, MI. *Associate Architectural Historian (2024-Ongoing).* The Adams Road Reconstruction Project Intensive Level Survey covered 6.9 ha (17.05 ac) of land to identify and evaluate previously unrecorded resources and previously recorded contributing resources within the NRHP- and NHL-listed Meadow Brook Hall historic district. The Project recommended the addition of four contributing resources to the historic district which were previously not included, and one resource as individually eligible for listing in the NRHP. Sarah assisted with the historic context, report compilation, and evaluated each resource. Client: Hubbell, Roth, Clark, Inc.

City of Royal Oak Historic Context Study, Royal Oak, MI. *Associate Architectural Historian (2024-2025).* The City of Royal Oak Historic Context Study involved preparing a city-wide historic context to inform all future built environment surveys. Extensive background research was conducted to form Exploration and Settlement, Community Planning and Development, Transportation, Religion, Commerce/Trade, Social History, Landscape Architecture, Transportation, Government, Finance, Education, Religion, Funerary, Social History, Recreation/Culture, and Health and Medicine contexts. The Project also researched four Royal Oak citizens that could fulfill Criterion B of the NRHP Criteria for evaluation; association with the lives of persons significant to our past. The report made eight recommendations for future work in the City. Client: City of Royal Oak, Michigan

Idlewild National Historic Landmark District Nomination, Idlewild, MI. *Associate Architectural Historian (2022-Ongoing).* The National Park Service contracted with Chronicle Heritage to prepare a National Historic Landmark District nomination for the Idlewild NRHP District. The district is comprised of more than 1,000 resources, including privately-owned residences, former commercial spaces, and cultural landscape features in a community that provided Black Americans their own place to enjoy natural beauty and relaxation when Jim Crow-era restrictions prevented them from doing so at resorts catering to White clientele. The nomination details the unique development of

the community, its ability to draw people from across the country, and its prominence as an example for similar resorts elsewhere. Sarah assisted in the initial survey to determine the extant resources.

Old Fourth Ward Historic District Survey, Ann Arbor, MI. *Associate Architectural Historian (2023-2024).* The Old Fourth Ward Historic District Survey Project covered 34.96 ha (86.44 ac) of land that compose the locally designated Old Fourth Ward Historic District in the City of Ann Arbor, Washtenaw County, Michigan. The district was originally surveyed in 1982 and included 130 resource descriptions. A total of 364 properties were evaluated in the district, of which 324 (89 percent) were determined to be contributing resources, two resources were previously listed individually in the NRHP, and one resource recommended individually eligible for listing in the NRHP. The district's period of significance spans from 1829-1942 and encompasses nearly every architectural style constructed during that period. Sarah conducted the field survey including photographing above-ground architecture as well as researching and writing historic contexts and compiling the report. Client: City of Ann Arbor, Michigan

Mammoth Cave National Park Historic Resources Study, Edmonson, Hart, and Barren Counties, KY. *Architectural Historian (2023).* Sarah assisted in researching and documenting extant built resources, including hundreds of buildings, structures, cemeteries, roads and trails, and in-cave features in Mammoth Cave National Park dating from the late nineteenth century to the present. She developed the Civilian Conservation Corps historical context for the report and evaluated eligibility for each below-ground resource, as well as many buildings, structures, and roads. Client: National Park Service

Flint Riverfront Improvements Project, Cultural Resource Review and Field Reconnaissance Project, Flint, MI. *Architectural Historian (2022).* The Flint Riverfront Improvements Project covered 4.5 ha (11.2 ac) of land on the north and south banks of the Flint River in the City of Flint, Genesee County, Michigan. Sarah carried out resource evaluations for 11 above-ground properties over 50 years of age including Riverbank Park which was recommended eligible for listing in the NRHP under Criteria A and C for community planning and development, entertainment/recreation, and landscape architecture. Riverbank Park is significant under Criterion A for its associations with urban, public parklands and recreation in Michigan, along with public development along the Flint River. The Park is also significant under Criterion C for its Modernist landscape architecture. Riverbank Park also meets Criteria Consideration g, as a property that is under 50 years old and rises to the level of exceptional importance because it is one of two geometric inspired landscape designs by master landscape architect, Lawrence Halprin. Halprin's designs are internationally recognized, and several are listed in the NRHP. Sarah conducted the field survey which included photography of all above-ground architecture as well as writing the assessments, recommendations, and conducting background research. Client: Charles Stewart Mott Foundation

Parkview Avenue Mini Roundabouts at Eleventh and Twelfth Streets Project, Cultural Resource Review and Field Reconnaissance Project, Oshtemo Township, MI. *Architectural Historian (2022).* The Parkview Avenue Mini Roundabouts at Eleventh and Twelfth Streets Project covered 2.2 ha (5.4 ac) in the Oshtemo Township, Kalamazoo County, Michigan. Resource evaluations for 14 above-ground properties over 50 years of age were conducted including the Genessee Prairie Cemetery. The Cemetery is recommended eligible for listing in the NRHP under Criterion A for social history because it is the first cemetery in Oshtemo Township and many early residents are interred there. It is also eligible under Criterion B for being the burial place of Enoch Harris, a Black farmer who settled in the area in 1829, and his wife Dorothy. Finally, the cemetery is recommended eligible under Criterion Consideration d as a cemetery that derives its primary significance from age and the graves of persons important in the history of the local community.

RHIANNON JONES, M.A.

Office Principal

EDUCATION

M.A., Anthropology, University of Iowa, 2004

B.A., Archaeology, Boston University, 2002

YEARS OF PROFESSIONAL EXPERIENCE

17+

YEARS WITH FIRM

3

REGISTRATIONS / CERTIFICATIONS

Register of Professional Archaeologists Identification, #989328

PERMITS / LICENSURE

Qualified for Prehistoric Archaeology, Ohio

Minnesota Annual Archaeological Reconnaissance Survey License

Qualified Professional for Archaeology,

PROFESSIONAL AFFILIATIONS

Wisconsin Archaeological Survey (2013–Ongoing)

Association of Iowa Archaeologists (2019–Ongoing)

Society for American Archaeology

Wisconsin Archaeological Society

Rhiannon Jones is a principal investigator in the Wisconsin office, which offers services in the Midwest region. She has over seventeen years of experience with field survey, testing, and mitigation projects, primarily in the Upper Great Lakes, Midwest, and eastern Plains states. She has worked on projects involving energy, transportation, agriculture, flood control, and recreation for the U.S. Army Corps of Engineers, National Park Service, USDA Forest Service, and various state, county, municipal, and private parties. Rhiannon has supervised archaeological survey and submitted cultural resource reporting for numerous integrity dig projects across the north-central United States.

SELECT RECENT PROJECT EXPERIENCE

Project Management and reporting, Phase I Archaeological Investigations for multiple small projects to be conducted under FERC Blanket Permitting, IL, IA, MI, MN, NE, SD, WI,–Northern Natural Gas, Northern Border Pipeline, Natural Gas Pipeline Company of America, others. *Principal Investigator (2017–Ongoing).* Managed Phase I surveys for various small natural gas pipeline and related projects, including modifications of existing pipelines and facilities, and the installations of tie-overs and farm taps. Responsible in part for survey planning, coordination with client, records and data management, and authoring reports.

Project Management, and reporting, Phase I Archaeological Investigations for various small TransCanada pipeline maintenance projects, IL, IN, MI, and WI, TransCanada. *Principal Investigator (2016–Ongoing).* Managed numerous small Phase I survey projects for pipeline maintenance projects across the upper Midwest. Responsibilities included project planning, research, crew support, project reporting, and submission of Section 106 materials.

Phase I Cultural Resources Survey and Phase II Evaluation, ANR Pipeline Company Wisconsin Reliability Feed Project, WI and IL. *Principal Investigator (2021–2022).* Supervised and reported on survey of 51 miles of new pipeline and modifications to various facilities across six counties in eastern Wisconsin and one county in northeastern Illinois. Survey identified multiple new archaeological sites in Wisconsin and overlapped two marked post-Contact cemeteries. Responsibilities include project planning, research, crew support, and coordination with client.

Supervising fieldwork for a small Phase II evaluation of one that was identified during project survey in suburban Milwaukee. Client: ANR Pipeline Company

Phase I Archaeological Survey, Amarillo No. 2 Pipeline Improvements Project, Rock Island County, IL and Muscatine County, IA. *Principal Investigator (2021).* Managed survey in either side of the Mississippi River in Illinois and Iowa. Survey in Illinois resulted in the verification of one previously reported archaeological sites. Commonwealth identified a sparse surface scatter of lithic debitage and chipped stone tools within the previously established site boundaries of the site. Responsible for field planning, supervision of fieldwork, artifact analysis, data management, and reporting. Client: KinderMorgan

Project Management, Field Supervision, and Reporting, Phase II Evaluation of Site 13HN49, ANR Pipeline Company, ANR Skunk River Replacement Project, Henry County, IA. *Principal Investigator (2021).* Managed a Phase II evaluation of a pre-Contact site that was verified in the field during Commonwealth's 2020 Skunk River survey. This is an upland site adjacent to (and likely an extension of) a site previously recommended as eligible for the National Register. The evaluation involved magnetometry survey (conducted by Commonwealth's David Gutbrod), systematic shovel testing across the site, and test excavation over magnetometry anomalies. A large pit feature and post mold were excavated, and botanical remains were recovered. Responsible for field planning, supervision of fieldwork, data management, and reporting. Client: ANR Pipeline Company

Project Management and Reporting, Phase I Archaeological Survey, ANR Pipeline Company, ANR Skunk River Replacement Project, Henry County, IA. *Principal Investigator (2020).* Managed a Phase I survey to either side of a pipeline crossing over the Skunk River. The project area intersected three previously reported sites identified through past survey, including one potentially eligible for the National Register, and was adjacent to three other previously reported sites, including a mound site. Responsible for pre-field research, survey planning, data management, and reporting. Client: ANR Pipeline Company

Project Management and Reporting, Phase I Archaeological Investigations for the Northern Natural Gas Lake City 1st Branch Line Abandonment and Capacity Replacement Project, Calhoun and Webster Counties, IA. *Principal Investigator (2019–2020).* Managed a Phase I survey along and around existing natural gas pipelines and facilities in multiple locations in two counties for the purpose of pipeline construction and upgrades. Survey totaled 399 acres within the Des Moines Lobe landform region and consisted of pedestrian survey, systematic auger testing, and deep auger testing. Responsible in part for survey planning, deep testing coordination, personnel management, coordination with client, equipment, safety gear, records and data management, and reporting. Served as lead author on the report. Client: Northern Natural Gas

Project Management and Reporting, Phase I Archaeological Investigations for the Northern Natural Gas Class Change Projects, Rice County, MN. *Principal Investigator (2019–2020).* Managed multiple Phase I surveys along an existing natural gas pipeline on the northwest side of Faribault, Minnesota for the purpose of pipeline maintenance. Responsible in part for survey planning, coordination with client, records and data management, and reporting. Client: Northern Natural Gas

LILLIAN HUTZELL, M.H.P.

Associate Architectural Historian

EDUCATION

Master of Historic Preservation,
University of Kentucky, 2020

B.A., History and Anthropology,
University of Kentucky, 2018

YEARS OF PROFESSIONAL EXPERIENCE

4

REGISTRATIONS / CERTIFICATIONS

Qualified Professional in
Architectural History in the State of
Indiana

American Planning Association's
Outstanding Plan in Small
Jurisdiction Special Merit Award

Lillian Hutzell is a Qualified Professional Architectural Historian with five years of experience in NEPA and Section 106 compliance for a range of transportation and infrastructure projects, in states including Florida, Georgia, Illinois, Indiana, Kentucky, Ohio, Oregon, Maryland, Michigan, New York, South Carolina, North Carolina, Tennessee, Virginia. Lillian is experienced in Section 106 reconnaissance investigation and documentation; historic property reports; deed and archival research; effects determination; public involvement and coordination; and historic bridge documentation. While at Clark Dietz, a civil engineering company, Lillian contributed to the NEPA process through Red Flag Investigations, early coordination, Categorical Exclusions (Levels PCE to 4), commitments documentation, and public involvement for a range of agencies, including FHWA, USDA, SEPA, and local governments. While at Chronicle Heritage, Lillian completed numerous National Historic Landmark Nominations, National Register of Historic Places Nomination, NRHP District Boundary Updates, Underwater Surveys, and Architectural Surveys.

SELECT PROJECT EXPERIENCE

Idlewild National Historic Landmark Nomination Project - Idlewild, Yates Township, Lake County, MI. Associate Architectural Historian (2024-present). The National Parks Service, MWRO, proposed to nominate the Idlewild Resort Historic District as a National Historic Landmark. As Associate Architectural Historian, Lillian completed the historic property descriptions; historical research; and significance assessments.

Florida Chautauqua National Historic Landmark Nomination Project - DeFuniak Springs, DeFuniak Springs Township, Walton County, FL. Associate Architectural Historian (2024-present). The National Parks Service, MWRO, proposed to nominate the Florida Chautauqua Campus Historic District as a National Historic Landmark. As Associate Architectural Historian, Lillian completed the historic property descriptions; historical research; and significance assessments.

Old Fourth Ward Historic District Survey Project - Ann Arbor, Ann Arbor Charter Township, Sarasota County, MI. Associate Architectural Historian (2024-present). The Michigan State Historic Preservation Office (SHPO) and the City of Ann Arbor proposed a reconnaissance survey of the Old Fourth Ward Historic District in Ann Arbor Michigan. As Associate Architectural Historian, Lillian completed the historic property descriptions; dead, archival, and historical research; completed the Michigan reporting and identification forms; and significance assessments.

Town of Ethel Archaeological and Historical Survey Project - Ethel, Lake County, FL. Associate Architectural Historian (2024-present). The Wekiva Wilderness Trust proposed an archaeological and historical survey of an approximately 32-acre project area in support of Wekiva Wilderness Trust's Ethel Project, located in the Rock Springs Run State Reserve. As Associate Architectural Historian, Lillian completed the dead, archival, and historical research on the Railroad and Agricultural Themes throughout the history of the Town of Ethel.

City of Venice Historic Resources Survey Project – Venice Beach, Walton County, FL. Associate Architectural Historian (2024–present). The City of Venice conducted an architectural survey of historic resources within the City of Venice Gulf View Section in Sarasota County, Florida. As Associate Architectural Historian, Lillian completed the historic property descriptions; historical research; and significance assessments within the Florida Master Site File (FMSF) Forms.

State Road 8 (I-10) from West of State Road 81 to Choctawhatchee River Bridge Project – Holmes County, FL. Associate Architectural Historian (2024–present). The Florida Department of Transportation (FDOT), District 3 conducted a cultural resource assessment survey (CRAS) in support of a resurfacing project for State Road (SR) 8 (I-10) from west of SR 81 at the Walton County line to the Choctawhatchee River Bridge, the County Road (CR) 181 and CR 181 A overpass bridge approaches, and the Holmes County Rest Area south of the SR 8 (I-10) in Holmes County, Florida. As Associate Architectural Historian, Lillian completed the historic property descriptions; historical research; and significance assessments within the Florida Master Site File (FMSF) Forms.

United States Highway 27 HMA Overlay and Pipelining Project – Town of Fountain City, New Garden Township, Wayne County, IN. Cultural Resource Specialist (2022–2024). The Indiana Department of Transportation (INDOT) Greenfield District, with funding from the Federal Highway Administration (FHWA), proposed a HMA overlay and pipelining project in Wayne County, Indiana. As Cultural Resource Specialist, Lillian completed the historic property reports; deed and archival research; effects determination; public coordination; minor programmatic agreement compliance; and historic bridge documentation.

State Road 225 Historic Bridge Rehabilitation – Tippecanoe County, IN. Cultural Resource Specialist (2022–2024). The Indiana Department of Transportation (INDOT) is planning to undertake a bridge rehabilitation project on the structure carrying State Road (SR) 225 over the Wabash River, funded in part by the Federal Highway Administration (FHWA). The project is located in Tippecanoe County, Indiana. As Cultural Resource Specialist, Lillian completed the historic property reports; deed and archival research; effects determination; public involvement and coordination; and historic bridge documentation.

Allen County Bridge 277 Replacement – Allen County, IN. Cultural Resource Specialist (2021–2024). Allen County, with funding from the Federal Highway Administration (FHWA) and administrative oversight from the Indiana Department of Transportation (INDOT) intends to proceed with a project regarding Allen County Bridge 277, carrying Monroeville Road over Hoffman Drain. This project is located on Monroeville Road at Allen County Bridge 277 over Hoffman Drain in Allen County, Indiana. As Cultural Resource Specialist, Lillian completed the historic property report; deed and archival research; effects determination; public involvement and coordination.

State Road 28 Pavement Rehabilitation – Elwood, Madison County, IN. Cultural Resource Specialist (2021–2024). The Indiana Department of Transportation (INDOT) is planning to undertake a pavement resurfacing, sidewalk replacement, curb ramp installation, and two bridge rehabilitation projects funded in part by the Federal Highway Administration. The projects are located in the City of Elwood, Madison County, Indiana. As Cultural Resource Specialist, Lillian completed the historic property report; deed and archival research; effects determination; public involvement and coordination.

CLAIRE EGLY, M.A.

Architectural Historian

EDUCATION

M.A., Cornell University, 2024

B.S., University of Wisconsin–Madison, 2016

YEARS OF PROFESSIONAL EXPERIENCE

2

REGISTRATIONS / CERTIFICATIONS

Secretary of the Interior’s Professional Standards for Architectural History (36 CFR Part 61)

PROFESSIONAL AFFILIATIONS

Association for Preservation Technology; Western Great Lakes Chapter

Cornell’s Historic Preservation Planning Alumni; Board of Directors

Mrs. Egly serves as an Associate Architectural Historian throughout the state of Wisconsin with additional work experience in New York. She has experience in writing various documentations rooted in on-site architectural surveying, such as Historic Structures Reports, reconnaissance surveys, Determinations of Eligibility, Section 106 Compliance Reviews, and architectural building descriptions. Her professional responsibilities also include establishing historic context through research methods and source materials such as HABS/HAER databases, city assessor’s offices, and historic repositories. In addition, she has documented project compliance in a range of size and scope with state and federal agencies per historic preservation and environmental laws and regulations.

SELECT PROJECT EXPERIENCE

Architecture/History Reconnaissance–Level Survey, Town of Grafton, WI

Architectural Historian (2024). Mrs. Egly completed and submitted a reconnaissance survey of the Town of Grafton, which identified properties of architectural and historical interest within the local community that were adversely affected as a result of a proposed development project. The existing information on the statewide architectural history inventory database was updated to reflect the resurveyed properties and newly surveyed resources. The report included architectural descriptions, photo-documentations, recommendations of eligibility, and research to establish the historic context of the survey area. Client: Wisconsin State Historic Preservation Office and Wisconsin Department of Natural Resources.

NRHP Determinations of Eligibility, Chippewa River Bridge, Cornell, WI

Architectural Historian (2024). Mrs. Egly authored a Determination of Eligibility for the Chippewa River Bridge. The history and engineering of the bridge construction were documented, researched, and recommended potentially eligible for the NRHP under Criteria C for its architecture/engineering. The tied-arch bridge retained the bridge type’s character-defining features and possessed the significance of being the first of its kind to be constructed in the state. The structure also retains a high degree of historic integrity in design, materials, location, and setting. Client: Wisconsin Department of Transportation.

Architecture/History Survey, North–South Bus Rapid Transit, Madison, WI

Architectural Historian (2024). Mrs. Egly delivered an architecture/history survey of Madison’s proposed North–South Bus Rapid Transit system as part of the Section 106 compliance review process. The 15-mile bus route included road reconstruction, station platforms, new traffic lanes, and pedestrian and bicycle facilities. The report included historical overviews of the neighborhoods and identified and assessed all eligible and potentially eligible properties as well as properties of historic age that may be subjected to direct and/or indirect effects introduced by the federal project. Client: Federal Transit Administration (FTA).

Project Experience



RECONNAISSANCE AND INTENSIVE LEVEL SURVEY OF MODERN RESOURCES (1940-1970) NATIONAL REGISTER OF HISTORIC PLACES NOMINATION FOR THE FLINT MUNICIPAL CENTER

Flint, Genessee County, Michigan

Chronicle Heritage was contracted by the Michigan State Historic Preservation Office (SHPO) to conduct a reconnaissance-level survey of Modern resources, built 1940-1970, in the city of Flint, Genessee County. Chronicle Heritage was scoped to survey the entire city, excluding Bishop Airport, resulting in a survey area of 31.58 square miles or 20,214.1 acres. The purpose of the project, as defined by SHPO, was to place Flint within the larger Michigan Modern context, raise awareness of Flint's Modern resources to encourage their protection and reuse, and add to the SHPO's statewide inventory of historic resources.

To this end, Chronicle Heritage conducted a reconnaissance survey of the city, including photo-documenting Modern resources and establishing a historic narrative, thematic contexts, and an architecture narrative, by which the resources could be evaluated for National Register of Historic Places (NRHP) eligibility.

Chronicle Heritage identified over 330 Modern properties in Flint. Based on the high probability of meeting the NRHP Criteria for Evaluation, Chronicle Heritage recommended four properties for intensive-level survey: Flint Municipal Center, Ralph J. Bunche Community Elementary School, Michigan National Bank Drive-Thru, and St. Paul Lutheran Church and School. Additionally, Chronicle Heritage identified three potential historic districts that require further investigation: the Kenbrook subdivision on the city's east side, the Country Club Estates subdivision on the city's southeast side, and Westgate Park on the city's southwest side. Based on the project research, Chronicle Heritage prepared an NRHP nomination for the International-style buildings and planned landscape of the Flint Municipal Center.

CLIENT

Michigan State Historic Preservation
Office and Michigan State Housing
Development Authority
E: arnolda@michigan.gov
T: 517.582.1477

TOTAL PROJECT COST

\$50,600

PROJECT DATES

2018 - 2019

Chronicle Heritage also outlined preservation planning recommendations and identified threats to Modern resources. Recommended planning measures include intensive-level surveys of Flint public schools and Flint fire stations, a reconnaissance-level survey of Flint neighborhoods, and promotion of Flint resources through the Michigan Modern program.



Photography captured by Dietrich Floeter Photography

OKEMOS ROAD CAMELBACK BRIDGE, OVER THE RED CEDAR RIVER HABS/HAER DOCUMENTATION

Meridian Township, MI

Chronicle Heritage assisted DLZ Corporation with the documentation of the Camelback Bridge carrying the northbound lanes of Okemos Road over the Red Cedar River in Meridian Township, Ingham County, Michigan. This documentation followed the requirements of Historic American Building Survey (HABS)/Historic American Engineering Record (HAER). The recordation

requirements are anticipated to be incorporated in a Memorandum of Agreement (MOA) between the bridge owners, Michigan State Historic Preservation Office (SHPO), and other entities as established in the MOA. Chronicle Heritage provided the recordation of the unique Concrete Girder Camelback Bridge with an integral sidewalk cantilevered from the east side of the structure.

Materials provided include:

- Current and historic photographs of the bridge
- Original plan drawings of the bridge
- A review of archival files on the bridge
- Written descriptive and historical narratives on the bridge, including current mapping using GPS coordinates, and followed the requirements of the Michigan State Historic Preservation Office (SHPO) for Recordation Reports

CLIENT

Jason Whitten
DLZ Corporation
E: jwhitten@dlz.com
T: 517-393-6800

PROJECT DATES

2019 – 2020



PERE MARQUETTE RAILROAD BRIDGE

Port Huron, MI

In partial fulfillment of a Memorandum of Agreement (MOA) between the Port Huron Yacht Club, the United States Army Corps of Engineers, and several interested parties, Chronicle Heritage documented the Abt bascule bridge following the requirements of the Historic American

Engineering Record (HAER). Constructed to carry the Pere Marquette Railroad across the Black River, the bridge was completed in 1930–1931. Based on a design patented by Hugo A. F. Abt, the new structure replaced an earlier pivoting bridge that rested on a caisson placed near the center of the Black River. Over time, the caisson proved to be problematic, prohibiting larger vessels to travel upriver. The new bridge design removed the center caisson and provided the three-span bridge with a center moveable leaf. The bascule bridge includes a permanent section on the north shore of the river that includes a counterweight that swings to raise or lower the center moveable leaf. In the down position, the center leaf joins a third section of the bridge on the south riverbank. When the counterweight is raised, trains pass below the weight on the lowered leaf to the track on the south side of the river. When the counterweight is lowered, the moveable leaf rises, opening the river for travel. The bridge was heavily used for its first few decades, but by the mid-1960s, under the ownership of the Chesapeake & Ohio Railroad, the bridge was used only on an as-needed basis. The Abt bascule bridge has remained in the upright position since 1975. Railroad ownership of the bridge ended in 1986, with the most recent sale in 2011 placing the structure in the ownership of the Port Huron Yacht Club.

CLIENT

Port Huron Yacht Club

PROJECT DATES

2020 - 2022

In addition to the formal HAER report on the bridge, Chronicle Heritage prepared the text for a short video on the bridge. When completed, the video will be shared by the Port Huron Yacht Club with libraries and other venues as an educational tool.



VISION PARTNERSHIP PROGRAM- WEST WHITELAND TOWNSHIP HISTORIC RESOURCE SURVEY AND MAP UPDATE

PA

The West Whiteland Township Historical Commission, using funding from the Vision Partnership Program (VPP), contracted Chronicle Heritage to update and expand an inventory of historic resources completed in 1982. Chronicle Heritage updated mapping of all 210 resources already listed in the inventory and created a customized ArcGIS geodatabase to store survey data and photographs for each resource. Resources that had reached the age of 45 years or achieved local significance since the last survey, including local schools and mid-century subdivisions, were also mapped and added to the database. Chronicle Heritage’s architectural historians visited each site, recorded materials, changes in integrity, and captured photographs using a mobile GIS application. All buildings within a given resource’s site boundary were mapped and given a contributing or non-contributing status. Chronicle Heritage identified an additional 200 contributing resources located within the Township. Updated inventory forms were prepared for each property and survey data was used to update the township’s *History of West Whiteland* booklet written in 1982 as part of the initial survey effort. The Township history and mapping of the historic resources has been made available online to the public. The updated inventory will be used by the West Whiteland Township Historical Commission when reviewing applications to alter historic buildings.

CLIENT

West Whiteland Township

PROJECT DATES

2019 – 2021



UNION ACADEMY NEIGHBORHOOD CULTURAL RESOURCE SURVEY

Tarpon Springs, Pinellas County, Florida

Chronicle Heritage partnered with the City of Tarpon Springs and the Citizen’s Alliance for Progress to conduct a cultural resource survey of the Union Academy neighborhood of Tarpon Springs, Florida. An African American Cultural Heritage Action Fund grant from the National Trust for Historic Preservation partially funded the project. The purpose of the survey was to identify, document, and preserve the historic and cultural resources of Union Academy, a historically Black neighborhood, through historical research, oral interviews, and an architectural survey of resources constructed prior to 1975, with an aim to provide a framework for future preservation planning, and to prevent future loss of historic resources in the survey area.

Chronicle Heritage conducted comprehensive public outreach in the Union Academy neighborhood, including oral history interviews conducted by a qualified professional ethnographer. A steering committee of local stakeholders additionally informed the direction of the survey. The results of this outreach included the expansion of the original survey area to include the Crosstown neighborhood, which residents identified as being connected to Union Academy and significant to African American history in Tarpon Springs.

CLIENT

City of Tarpon Springs
Caroline Lanford, Principal Planner
A: 324 Pine Street
Tarpon Springs, FL 34689
E: clanford@ctsfl.us
P: 727.942.5611

TOTAL PROJECT COST

\$48,500

PROJECT DATES

February 2023–November 2023



NRHP, HIST. BUILDING SURVEY FOCUSED HARTINGTON DOWNTOWN SURVEY AND NATIONAL REGISTER DISTRICT NOMINATION

Hartington, NE

Chronicle Heritage conducted an architectural history survey of 50 historic buildings and successfully nominated the resources as a National Register of Historic Places (NRHP) historic district. The project was funded by a National Park Service grant awarded to the state agency, History Nebraska. The project entailed documentation of 50 structures on state site forms. Chronicle Heritage was responsible for assessing significance, establishing contributing and non-contributing resources, writing a detailed historic context, and preparing a NRHP nomination. Prior to the survey, Chronicle Heritage participated in a public meeting to explain the project to the public, engage stakeholders, answer questions, and gather information on the district’s resources from the community.

CLIENT

Joseph van den Berg
NRHP Coordinator
History Nebraska
E: joseph.vandenberg@nebraska.gov

TOTAL PROJECT COST

\$24,379.00

PROJECT DATES

2018 – 2019

The Hartington district is eligible under Criterion A for its role as a commercial center of Cedar County. The district consists of fifty commercial buildings constructed between 1901 and 1920. Thirty buildings are contributing and eighteen are non-contributing, with two of the contributing resources previously listed on the NRHP. Although the majority of the buildings have undergone some interior and exterior renovation, the district as a whole retains integrity of location, design, setting, materials, workmanship, feeling, and association.

Following Chronicle Heritage’s completion of the nomination and submission to the state review board, the district was listed in the NRHP within two months—in record time.



MARYLAND STATE PARK AND NATURAL RESOURCES MANAGEMENT AREAS HISTORIC STRUCTURES SURVEY

Various Counties, Maryland

At the direction of the Maryland Department of Natural Resources (DNR) and Maryland Park Service (MPS) and in partnership with Preservation Maryland, Chronicle Heritage is conducting a statewide survey of historical and cultural resources within Maryland state parks. The survey is the result of a 2022 directive to assess these resources with a specific focus on racial and linguistic inclusivity. To this end, Chronicle Heritage is in the process of performing reconnaissance-level surveys and inventories of approximately 1,500 resources within the Maryland Park System.

The purpose of the project is to develop up-to-date information for MPS managed historic structures to aid in their continued use, interpretation, and public enjoyment. Chronicle Heritage has devised a regional approach, surveying each of the four state regions successively and with continuous review for quality. At the conclusion of fieldwork in the fall of 2024, the survey will be composed and interpreted in a final report to be presented to the stakeholder agencies by the end of the project period in January 2025.

CLIENT

Preservation Maryland
Maggie Pelta-Pauls, Manager
Historic Property Redevelopment
Program
A: 3600 Clipper Mill Road, Ste. 248
Baltimore, MD 21211
E: mpelta-pauls@presmd.org
P: 301.660.8452

TOTAL PROJECT COST

\$199,925

PROJECT DATES

October 2023-Ongoing



VERO BEACH HISTORIC RESOURCES SURVEY

Vero Beach, Indian River County, Florida

On behalf of the City of Vero Beach, Chronicle Heritage conducted a historic resources survey of four neighborhoods in Vero Beach, three of which had not previously been surveyed. Chronicle Heritage architectural historians visited local museums, researched archives, and performed extensive background research into the four survey areas in order to provide a detailed historic context for the surveyed resources. The team then performed on-site survey work using ArcGIS FieldMaps to document each resource through photographs and GIS structure point documentation. Each resource was evaluated for its eligibility for listing in the National Register of Historic Places (NRHP), not only for its architectural significance but also for historic associations that were extensively researched.

The resulting survey report provided recommendations for several buildings in Vero Beach, which were individually eligible for listing in the NRHP, including a resource that played a part in the introduction of the ten-digit phone number to South Florida, as well as one potentially eligible district. The survey report was delivered to the City of Vero Beach with 331 Florida Master Site File (FMSF) forms as well as GIS shapefiles. This project was funded in part by a grant from the Florida Division of Historic Resources (DHR)

CLIENT

City of Vero Beach
Cheri B. Fitzgerald, Principal Planner
A: 1053 20th Place
Vero Beach, FL 32960
E: CFitzgerald@covb.org
P: 772.978.4550

TOTAL PROJECT COST

\$95,600

PROJECT DATES

November 2024–September 2025



ST. AUGUSTINE HISTORIC RESOURCES SURVEY: ARCHITECTURE OF THE RECENT PAST
St. Augustine, St. Johns County, Florida

Chronicle Heritage assisted the City of St. Augustine in a large historic resources survey of previously unrecorded resources within the municipal boundary. The project involved utilizing Florida Master Site File (FMSF) resources to identify resources that were of historic age but not yet recorded in St. Augustine. From this dataset, the Chronicle Heritage team crafted a survey inventory that represented several neighborhoods and potential districts in St. Augustine, including West Augustine, Anastasia Island, and northern neighborhoods like Fullerwood Park. Chronicle Heritage architectural historians then performed an intensive survey of each resource using ArcGIS FieldMaps.

CLIENT

City of St. Augustine
Julie Courtney
Historic Preservation Officer
A: P.O. Box 210
St. Augustine, FL
E: jcourtney@citystaug.com
P: 904.209.4283

TOTAL PROJECT COST

\$48,000

PROJECT DATES

November 2024 – September 2025

The resulting survey data was analyzed and reviewed for potential eligibility for listing in the National Register of Historic Places. The resources, which were primarily built between 1940 and 1980, represented architectural styles and historic contexts not as commonly interpreted in St. Augustine as their colonial counterparts. The resources were analyzed for their architectural integrity and historic associations, resulting in the recommendation of several buildings for individual listing in the NRHP, and also one potential NRHP historic district, Davis Shores.

References

1.	Hubbell, Roth & Clark, Inc.	Lia Michaels 555 Hulet Drive Bloomfield Hills, MI 48302 O: 248-454-6812 M: 586-634-6211 E: LMichaels@hrcengr.com
2.	Fishbeck	Paul Jackson 1515 Arboretum Dr. SE Grand Rapids, MI 49546 O: 231-714-9247 M: 231-714-2918 E: pjackson@fishbeck.com
3.	AECOM	Nathan Guequierre 1555 N. Rivercenter Dr. Milwaukee, WI 53212 M: 414-940-6921 Nathan.guequiere@aecom.com

II. Approach & Technical Methodology

Chronicle Heritage will deliver a complete, defensible, and high-quality Intensive Historical Property Survey for the Village of McFarland through a structured methodology that aligns precisely with the RFB, the Architecture–History Survey Manual, the CLG Subgrant Manual, and the Secretary of the Interior’s Professional Qualification Standards. Our approach emphasizes technical rigor, clear communication, meaningful community engagement, and adherence to all grant deadlines.

1. Project Initiation & Planning

The project will begin with a formal kickoff meeting to establish a shared understanding of expectations, refine the project schedule, and confirm communication protocols. During this phase, Chronicle Heritage will work closely with Village staff to review available datasets, previous surveys, and local planning documents and to finalize a public engagement strategy that includes both required information sessions. We will also coordinate early with the Wisconsin State Historic Preservation Office (SHPO) to ensure alignment on methodology, WHPD data requirements, and anticipated deliverables. A project management framework will be established that outlines internal responsibilities, quality assurance measures, and reporting procedures to ensure the project remains on schedule through the entirety of the grant period.

2. Context Development, Research, and GIS Preparation

Before fieldwork begins, Chronicle Heritage will develop the historical and architectural context necessary to evaluate properties accurately and consistently. This includes reviewing existing documentation, archival records, assessor data, historic maps, and prior local research such as *Historic McFarland – A Walking Tour*. Concurrently, our team will prepare the GIS environment that will support both the reconnaissance and intensive phases of the survey. This work ensures that parcel boundaries, addresses, and historical datasets are fully integrated, enabling efficient digital field data collection and streamlined WHPD data entry later in the process. Establishing this contextual and spatial foundation ensures clarity, uniformity, and defensibility in all subsequent evaluations.

3. Field Survey and Survey Form Production

The reconnaissance-level survey will encompass all properties within the Village’s corporate limits that are not already listed in the National Register of Historic Places. Using digital tools and standardized procedures, Chronicle Heritage will document architectural characteristics, assess integrity, photograph resources, and identify properties or areas warranting further evaluation. For those resources determined to have potential eligibility for individual listing or district inclusion, we will conduct intensive research using primary and secondary sources, resulting in detailed architectural descriptions, historic contexts, integrity assessments, and eligibility justifications. All field and research findings will be translated into formal survey forms that comply with the Architecture–History Survey Manual, providing a consistent analytical basis for the final survey report and WHPD submission.

4. WHPD Data Entry and Quality Assurance

Following the completion of reconnaissance and intensive research, Chronicle Heritage will enter all required information into the Wisconsin Historic Preservation Database (WHPD). Our team is highly experienced in data-entry requirements for state-managed preservation systems and will ensure that all records— including photographs, metadata, architectural descriptions, and eligibility

determinations—are complete, accurate, and formatted according to SHPO standards. A multi-level internal review process will verify data consistency across all fields and ensure that the resulting dataset is ready for SHPO acceptance without significant revision. All photography, data entry, and documentation will comply with the Architecture-History Survey Manual, including WHPD metadata, naming conventions, and spatial data standards.

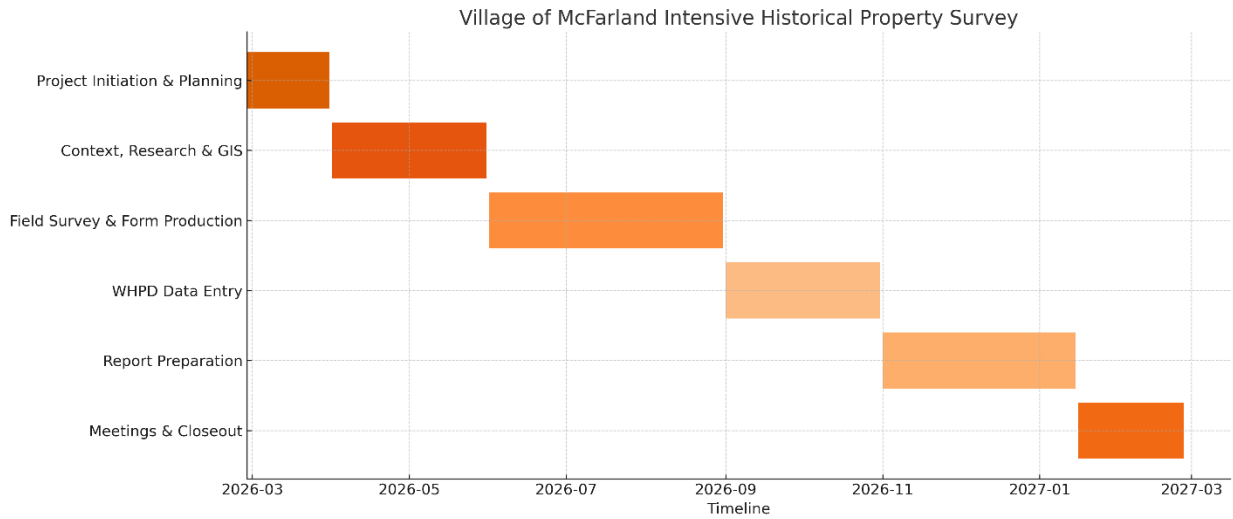
5. Report Preparation

Drawing on the results of our fieldwork, research, and data analysis, Chronicle Heritage will prepare a comprehensive Intensive Survey Report meeting all components outlined in the Architecture-History Survey Manual. The report will describe the project’s objectives, methods, and field procedures; present the refined historic and architectural context for McFarland; summarize reconnaissance findings; and offer detailed evaluations of all intensively studied properties. Where appropriate, we will outline potential historic district boundaries and identify contributing and noncontributing resources. The report will conclude with a defensible set of recommendations for properties meeting local designation criteria and National Register eligibility standards. A draft report will be submitted to Village staff and SHPO for coordinated review, after which Chronicle Heritage will incorporate all feedback and produce the final report in both electronic and hard-copy formats as required by the RFB. Chronicle Heritage will prepare the Final List of Recommended Properties for designation as specified in Exhibit B.

6. Meetings, Public Engagement, and Closeout

Chronicle Heritage recognizes the importance of public understanding and support in local preservation initiatives. Accordingly, we will conduct the two required public information sessions—one prior to fieldwork to introduce the project and solicit local historical knowledge, and one after fieldwork to present findings and recommendations. Our team will also participate in the three required Landmarks Commission meetings, offering clear and accessible explanations of survey methodology, eligibility determinations, and implications for future preservation planning. Throughout the project, Chronicle Heritage will provide SHPO with the required quarterly progress reports and maintain ongoing communication with Village staff to ensure transparency and responsiveness. At project closeout, we will deliver all documentation, datasets, and materials necessary for the Village to meet CLG grant requirements, ensuring a smooth transition into the implementation phase.

Project Schedule



Chronicle Heritage has developed a clear and efficient schedule that aligns with the Village of McFarland’s CLG grant deadlines and supports timely delivery of all required survey components. The project begins in late February 2026 with initiation and planning, including coordination with Village staff, SHPO, and the Landmarks Commission. During March and April, we refine the historical context, complete necessary archival research, and prepare GIS datasets to guide the field survey. Fieldwork and survey form production occur from June through August, allowing ample time for both reconnaissance- and intensive-level documentation during optimal weather conditions.

Following fieldwork, the team transitions into WHPD data entry in September and October, ensuring that all property records meet SHPO formatting and metadata standards. Report preparation spans November 2026 through mid-January 2027, culminating in a comprehensive survey report with recommendations for individual properties and potential districts. The project concludes with public meetings, final Commission presentations, and grant closeout activities through February 2027, ensuring full compliance with all deliverable requirements while maintaining transparency and engagement throughout the process.

III. Price Proposal

Chronicle Heritage proposes to complete the tasks described in the Statement of Work for RFQ #1433033 for a firm fixed price of **\$17,574.00**, inclusive of all labor, materials, and travel.

A breakdown of costs by task is provided in the table below.

TASK	COST
1. Project Initiation & Planning	\$966.00
2. Context, Research & GIS	\$1,176.00
3. Field Survey	\$6,612.00
4. Survey Form Production	\$4,410.00
5. Report Preparation	\$2,946.00
6. Meetings & Closeout	\$1,464.00
GRAND TOTAL	\$17,574.00

Project Assumptions

- Chronicle Heritage assumes that the proposed public outreach will not consist of more than four meetings, two in-person and two virtual meetings.
- Chronicle Heritage assumes two rounds of agency and two rounds of client comments will be required.
- Any task not expressly described herein is not included in the proposed fee.
- Work will begin upon receipt of a notice to proceed, the report can be submitted within the time frame described above assuming reasonable state and federal agency review response times.

IV. Statements and Forms

Statement of Ownership and Licensing of Materials

Chronicle Heritage acknowledges and agrees that all information gathered, data collected, photographs taken, and materials produced under this contract—including survey forms, GIS data, WHPD entries, reports, graphics, and all other project deliverables—shall become the property of the Wisconsin State Historic Preservation Office (SHPO) upon submission. Chronicle Heritage further grants the SHPO a non-exclusive, irrevocable, royalty-free license to all copyrightable material created within the scope of this project. This license permits SHPO to reproduce, modify, publish, and distribute such material as necessary to meet its program requirements and those of the National Park Service. Chronicle Heritage affirms that no restrictions will be placed on SHPO's use of these materials and that all deliverables will be provided in formats consistent with SHPO and Village requirements.

Statement of Debarment (SAM) Certification

Chronicle Heritage hereby certifies that neither the firm nor any of its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in federal assistance programs, as verified through the System for Award Management (SAM). Chronicle Heritage affirms that it is in full compliance with Executive Order 12549 and all applicable federal regulations regarding debarment and suspension, and that the firm will notify the Village of McFarland immediately if its status changes at any time during the performance of this contract.

EEO Non-Discrimination Compliance Statement

Chronicle Heritage affirms its full compliance with all applicable federal, state, and local equal employment opportunity (EEO) and non-discrimination laws. We do not discriminate against any individual on the basis of sex, race, religion, creed, color, national origin, age, disability, sexual orientation, ancestry, marital status, arrest or conviction record, military service, or any other characteristic protected by law. Chronicle Heritage is committed to maintaining an inclusive and equitable workplace and will ensure that all services performed under this contract adhere to the Village of McFarland's non-discrimination policies and applicable civil rights requirements.

Commitment to Federal Grant Compliance (2 CFR 200)

Chronicle Heritage affirms its full compliance with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards as outlined in 2 CFR 200, as well as all applicable provisions of the Historic Preservation Fund (HPF) Grant Manual and CLG Subgrant Manual governing this project. We acknowledge that the Intensive Historic Property Survey is supported by federal funding and will ensure that all project activities, documentation, reporting, procurement practices, and financial management procedures conform to these regulations. Chronicle Heritage is committed to maintaining accurate records, implementing required internal controls, and cooperating fully with any audits or monitoring activities conducted by the Village of McFarland, the Wisconsin State Historic Preservation Office, or the National Park Service.

Certification of Ability to Maintain Required Insurance

Chronicle Heritage confirms that we maintain all insurance coverages required by the RFP, including commercial general liability, automobile liability, workers' compensation, and professional liability insurance at or above required limits.



PROPOSAL TO COMPLETE THE VILLAGE OF MCFARLAND INTENSIVE HISTORIC PROPERTY SURVEY

SUBMITTED TO

Village of McFarland
Community & Economic Development Department
Attn: Kong Thao, Associate Planner
5915 Milwaukee Street
McFarland, WI 53558



SUBMITTED BY

Urbana Preservation & Planning, LLC
101 W. Goodwin Street, Suite 310, Prescott, AZ 86303
Point of Contact:
Wendy L. Tinsley Becker, RPH, AICP, Principal
wendy@urbanapreservation.com
(844) 872-2623 / office



SUBMISSION DATE

December 12, 2025



AUTHORIZED SIGNER

Wendy L. Tinsley Becker

*The McFarland House, Edwards-Larson House, and Waubesa School
Source: Wikipedia*

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John Hyche, MA Senior Associate / Architectural Historian & Archaeologist	12
Alexandrea Baker, MCP Associate / Preservation Planner and GIS Manager.....	12
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Appendix A. Resumes

I. Qualification Details

COVER LETTER

	<p>www.urbanapreservation.com</p> <p>Toll Free : (844) URBANA 3 (844) 872-2623</p>
<p>December 12, 2025</p>	
<p>Attn: Kong Thao, Associate Planner Village of McFarland Community & Economic Development Department 5915 Milwaukee Street, McFarland, WI 53558</p>	
<p>RE: Bid for Comprehensive Historical Property Survey</p>	
<p>Kong Thao, On behalf of Urbana Preservation & Planning, LLC (Urbana), I am pleased to submit our proposal to the Department of Community & Economic Development to conduct the intensive level historic property survey for the Village of McFarland. Our proposal is included in the following pages and conforms to the contents stipulated in the RFB Submittal Requirements. Our statement of understanding and approach is outlined below.</p>	
<ul style="list-style-type: none">✓ Following thorough research, Urbana will conduct a village-wide reconnaissance survey to identify properties that may meet the NRHP criteria for eligibility and are at least 40 years old;✓ Prepare a historic context statement for inclusion in the survey report, forming a framework for evaluating properties potentially eligible for listing the National Register of Historic Places (NRHP) within McFarland;✓ Complete the intensive level documentation (site-specific research) of all properties determined to be potentially eligible for listing in the NRHP, properties located within potentially eligible historic districts, and those properties within the survey report to provide comparative context for potentially eligible properties;✓ Collect and enter all survey data into the Wisconsin Historic Preservation Database (WHPD) in accordance with the requirements listed in the Division of Historic Preservation (DHP) <i>Survey Manual</i>;✓ Complete an Intensive Survey Report that synthesizes and organizes field observations and research collected during the reconnaissance and intensive phases of the survey in compliance with the <i>Survey Manual</i>;✓ And submit all report materials, WHPD data, and mapping data to the State Historic Preservation Office (SHPO) before February 26, 2027.	
<p>Respectfully Submitted,  Wendy L. Tinsley Becker, RPH, AICP, Founding Principal / Manager wendy@urbanapreservation.com / Office: (844) 872-2623 + Cell: (619) 302-0425</p>	<p>2005 CELEBRATING 20 Years 2025</p>

EXPERIENCE

Urbana has personnel in California, the Southwest Region (Arizona), and the Midwest Region (Illinois) and our team offers diverse academic and professional experience on property types and environments throughout the United States including rural, suburban, and urban locales. Our highly qualified staff is well suited to conduct the Village of McFarland Intensive Historic Property Survey. We bring decades of relevant project experience and a positive history of municipal contracting. We are enthusiastic to share our experience and work with the Village of McFarland and local stakeholders to communicate the city's history. We recognize that McFarland is hoping to prepare baseline documentation of all its potential historic properties throughout the Village and this intensive survey effort may become the basis of future nominations to the NRHP.

Urbana has extensive experience at authoring historic resources surveys and preservation studies, as well as preparing historical narratives and historic context statements in similar projects. We have a track record of successfully completing several similarly scoped community-wide surveys, having recently submitted a neighborhood historic resource survey and historic context statement for the City of Cedar Falls which included the preparation of inventory forms for individual households using maps, photographs, and descriptions of all historic-era properties within the survey boundaries. Urbana's city-wide historic resource surveys and historic context statements for the Cities of Rancho Mirage (2025) and La Quinta (2023), California, also included intensive individual property documentation for both previously identified resources and newly identified historic-era properties within City boundaries. Prior to these survey efforts, Urbana completed a phased survey of Post Rock limestone buildings across four counties in Kansas and prepared a reconnaissance survey and context statement for Clairemont, the City of San Diego's premier post-WWII suburban community. These previous intensive survey efforts demonstrate Urbana's extensive background in evaluating historic-era properties under the NRHP eligibility criteria in a variety of different environments, regional settings, and scopes.



Figure 1. City of Kingman Route 66.
Source: City of Kingman

Firm Resources

Field Survey Packs

- Survey iPads
- iPhone 12 / 14 cameras
- PPE

Software Subscriptions

- ArcGIS
- Adobe Creative Cloud
- AutoCad
- Microsoft Office

Archive Subscriptions

- Newspapers.com
- GenealogyBank.com
- NETROnline
- Sanborn Maps
- Ancestry.com

Insurance

- GC, E&O, Auto, WC
- \$1M per, \$2M agg.
- \$4M Umbrella

Office Equipment

- Macbook Pro Laptops
- Ricoh MPC4504

Most recently in Fall 2025, Urbana was selected by the City of Kingman, Arizona, to conduct a citywide historic properties inventory for their community. The City features 54 NRHP-listed properties including a downtown commercial historic district along historic U.S. Route 66. More specific information regarding our past completed projects, is included in the following pages with project references and links to published documents prepared by Urbana.

City of Cedar Falls Historic Resource Survey and Historic Context Statement

- **Project Duration: 2024-2025**
- **Location: Cedar Falls, Iowa**

Urbana was commissioned by the City of Cedar Falls to complete a historic resource survey and historic context statement for the oldest residential neighborhood in the City and provide recommendations for future historic district designations within the boundaries of the survey area. Through an extensive desk survey process and with the help of local volunteers, Urbana surveyed 467 properties and recommended and 283 properties for additional intensive-level documentation via a NRHP district nomination process. The survey effort identified the boundaries and contributing properties for two potential historic districts, the Overman Park Historic District and the Lawn City Historic District.



Figure 2. Cedar Falls Victorian House Museum
Source: Urbana Preservation & Planning, LLC

The survey focused on properties constructed between the 1870s and 1980 and included several notable historic-era single family homes that had been previously documented in the 1990s and incorporated into historic neighborhood walking tours. Over the course of field work, Urbana staff and volunteers recorded and photographed representative examples of house types, architectural styles (with stylistic variations), and community spaces within Cedar Falls. Urbana conducted contextual and property-specific research prior to and concurrent with survey and documentation effort. Research tasks involved in-person and remote/digital research of resources including local and regional newspapers and building permit records. All survey data was compiled into a Resource Inventory Spreadsheet (RIS) with property specific information on each recorded building or structure. The historic context statement built upon previously established countywide themes, included property type descriptions, stated significance thresholds, and listed integrity considerations to provide parameters for the identification of significant properties in the City. Three themes were prepared as part of the updated context effort: Town Building, 1843 – 1941; Post-War Development, 1945 – Present; and The Architectural Resources of Cedar Falls, 1843 – Present.

City of Rancho Mirage Historic Resources Survey and Historic Context Statement

- **Project Duration: 2024-2025**
- **Location: California**

Urbana was commissioned by the City of Rancho Mirage to update and expand its existing historic context and update its 2003 historic resources survey. Through extensive desk survey, Urbana compiled a list of all parcels features buildings or structures over 45 years old within the City's boundaries. This list was then used to help the City determine a selection of 120 properties and 5 districts for further intensive survey and documentation. Our team prepared a survey handout to share with stakeholders and to provide in hard copy to any interested individuals encountered by the survey team during field work.

The survey focused on properties that were recommended for evaluation by City staff, the Historic Preservation Commission, and local stakeholders based on their local knowledge of significant properties. Urbana completed survey work of the 120 properties and 5 districts, taking photographs of each building. Contextual and property-specific research was completed prior to and concurrent with survey and documentation.

Research tasks involved in-person and remote / digital research of resources including local and regional newspapers and building permit records. This work then informed Department of Parks and Recreation (DPR) 523 site forms that were prepared for each property or district, as well as the updated historic context statement. The updated context statement introduced new themes, property type descriptions, significance thresholds, and integrity considerations to provide parameters for the identification of significant properties in the City. Eight themes were prepared as part of the updated context effort: The Coachella Valley in the Spanish and Mexican Eras, 1774 – 1847; Development of the Coachella Valley, 1848 – 1923; Early Agricultural and Residential Period, 1924 – 1950; Country Club Era, 1951 – 1973; Residential and Cooperative Communities, 1951 – 1973; Commercial Development, 1934 – 1973; Cityhood, 1973 – Present; Rancho Mirage Architectural Styles, 1934 -1980s.



Figure 3. Wonder Palms Hotel and Guest Ranch Advertisement.
Source: *Rancho Mirage at Fifty*, City of Rancho Mirage in Partnership with Desert Publications, Inc.

City of La Quinta Historic Resources Survey and Historic Context Statement

- **Project Duration: 2022-2023**
- **Location: California**

In 2022 Urbana was commissioned by the City of La Quinta to expand its 2011 draft historic context statement, update a 2012 citywide historic resources survey, and provide a review and recommendations package for updates to the City's historic preservation ordinance and program.

Through an extensive desk survey process, Urbana identified 489 historic-era properties within the municipal boundaries and developed a database for future City use. Of the 489 historic-era properties, 263 were previously surveyed and required an update with expanded findings. 100 additional properties that were previously

unrecorded were documented and evaluated for significance (363 properties total). Our team prepared a survey handout to share with stakeholders via the City's notification system and to provide in hard copy to any interested individuals encountered by the survey team during field work.



Figure 4. La Quinta Hotel, ca.1927.
Source: La Quinta Museum.

The survey focused on properties constructed between 1935 and 1978 and included properties recommended for evaluation by the La Quinta Historical Society, the La Quinta Planning Commission, and City staff based on their local knowledge of significant properties and city-owned facilities that may be subject to future discretionary projects. Over the course of field work, Urbana recorded and photographed representative examples of house types, architectural styles (with stylistic variations), common hardscape / landscape features, streetscape features, and community facilities within La Quinta. Contextual and property-specific research was completed prior to and concurrent with survey and documentation. Research tasks involved in-person and remote / digital research of resources including local and regional newspapers and building permit records. Urbana prepared individual DPR 523 site forms for each recorded property. The updated context statement introduced new themes, property type descriptions, significance thresholds, and integrity considerations to provide parameters for the identification of significant properties in the City. Seven distinct themes were prepared as part of the updated context effort.

Kansas Post Rock Resources Survey, MPDF, and NRHP Nominations

- **Project Duration: 2021-2022**
- **Location: Kansas**

In 2021, Urbana was tasked with preparation of a Historic Resource Survey and NRHP Multiple Property Documentation Form for Post Rock Limestone Resources in Lincoln, Mitchell, Rush, and Russell Counties in Central Kansas.

Commissioned by the Kansas SHPO with the Kansas Historical Society (KHS), this project was funded by the Historic Preservation Fund (HPF) and was completed in accordance with HPF Survey Requirements. KHS required a highly accelerated time frame to meet HPF deadlines. The survey portion of the project involved five deliverables: (1) intensive level documentation



Figure 5. Post Rock Structure.
Source: Kansas Historical Society

and evaluation of 50 Post Rock properties on Kansas Historic Resource Inventory (KHRI) forms, (2) preparation of a survey report, (3) preparation of a MPDF with historic context, (4) Public Information Meeting, and (5) Publication of an article on Kansapedia the state's encyclopedia of history.

While 50 properties were required for survey within the contracted scope of work, our team surveyed 20 additional properties based on feedback received from stakeholders. These additional 20 properties were referenced in the survey report and Multiple Property Documentation Form (MPDF). Our team worked with stakeholders to develop a list of buildings and structures erected of Post Rock Limestone and to gain access to these properties. In July of 2021, Urbana uploaded all survey findings to the KHRI Database including property photos, narrative write-ups relating to property histories, architectural descriptions, general remarks, eligibility conclusions, and site plans with captions.

Urbana completed the Post Rock Resources Historic Survey Report in August of 2021 and submitted a Kansapedia article in December of 2021. Following these successful submissions, Urbana's contract was expanded to include preparation of NRHP nominations for three resources under the MPDF. With property owner permission, Urbana staff authored nominations for the Behrhorst Brothers Hardware Store Building in Sylvan Grove, the Gernon House in Russell, and the Lucas School Gymnasium Building in Lucas, Kansas. On August 20, 2022, the MPDF and NRHP nominations were approved for listing in the NRHP by the State of Kansas Historic Sites Board of Review.

City of San Diego Historic District Nominations, Surveys and Context Statements

- **Project Duration: 2018-2021**
- **Location: California**

Between 2018 and 2021 Urbana provided on-call preservation services to the City of San Diego Planning Department. This work included preparation of a historic district nomination for the Park Boulevard Residential Historic District, an intact grouping of approximately 68 multi-family properties located along Park Boulevard in view of the NRHP listed Balboa Park. The City's Historical Resources Board Policy Subcommittee unanimously approved the district package and additionally received unanimous support from the community planning group and Save Our Heritage Organization. Urbana staff attended the Policy Subcommittee meeting to represent the findings of the historic context statement and historic district nomination package, and to provide support to City staff as the item was presented.

Under the same contract, Urbana prepared the historic context statement for the Clairemont Mesa Community Planning Area (CPA), located in the north central portion of the City of San Diego and encompassing approximately 11 square miles.

Between 2019-2021, Urbana prepared the district context and nomination package for the Culverwell & Taggart's Historic District (C&THD). Composed of 262 parcels, the C&THD is regarded as a premier residential enclave with Victorian-era, Craftsman, Period Revival, and Modernistic style dwellings, commercial, and institutional buildings. Urbana authored a historic context statement and district nomination package asserting eligibility under City of San Diego HRB Criterion A (NRHP A) as a special element of the city's historical and architectural development. Urbana's context and nomination package included four themes along with associated property types and significance thresholds for each theme: The Early History of Golden Hill: 1769-1885, An Elite Residential District: 1885-1905, Streetcar Development: 1905-1930, and An Era of Transitions: 1930-1990.

The image is a vintage real estate advertisement for Clairemont. At the top, it says "Announcing... CLAIREMONT" in large, bold letters. Below that, it reads "The Village Within a City" and "SAN DIEGO'S NEWEST and LOVELIEST SUBDIVISION". There is a section titled "The Story of CLAIREMONT" with a small illustration of a house. Below that, it says "FINER HOMES FOR VETERANS" and lists two options: "2 BEDROOM \$500 DOWN" and "3 BEDROOM \$750 DOWN". At the bottom, it says "BURGENEER-TAVARES COMMUNITY BUILDERS" and "W-1994 W-8-3312".

Clairemont Mesa Community Planning Area Historic Context Statement

Prepared For:
City of San Diego Planning Department
9485 Aero Drive, San Diego CA 92123

Prepared By:
Urbana Preservation & Planning, LLC

Under Contract To:
ICF

Final Draft | August 2019

Figure 6. Clairemont Historic Context Statement.
Source: Urbana Preservation & Planning, LLC

REFERENCES

Project Reference #1

Company Name	City of Cedar Falls Planning and Community Services Department
Address	220 Clay Street, Cedar Falls, Iowa 50613
Contact Name	Jaydevsinh Atodaria (JD), AICP, City Planner II
Phone / Email	(319) 268-5185, JDA@cedarfalls.com
Key Personnel	Wendy L. Tinsley Becker; John Hyché; Alexandria Baker
Report Link	https://www.cedarfalls.com/1901/Overman-Park-Historic-Survey

Project Reference #2

Company Name	City of Rancho Mirage Planning Division
Address	69-825 Highway 111, Rancho Mirage, CA 92270
Contact Name	Ben Torres, Planning Manager
Phone / Email	760-328-2266 Ext. 253, bent@RanchoMirageCA.gov
Key Personnel	Wendy L. Tinsley Becker; John Hyché, Alexandria Baker
Report Link	https://cms3.revize.com/revize/ranchomirageca/Draft%20Historic%20Resources%20Survey%20Update.pdf?t=202511121745370&t=202511121745370

Project Reference #3

Company Name	City of La Quinta Design and Development Department
Address	78-495 Calle Tampico, La Quinta, CA 92253
Contact Name	Cheri L. Flores, Planning Manager
Phone / Email	(760) 777-7067, clflores@laquinta.gov
Key Personnel	Wendy L. Tinsley Becker; Douglas E. Kupel; John Hyché, Alexandria Baker; Alexia Landa
Report Link	https://www.laquintaca.gov/business/design-and-development/planning-division/historic-preservation

Project Reference #4

Company Name	Kansas Historical Society (KSHS)
Address	6425 SW 6th Ave, Topeka, KS 66615-1099
Contact Name	Katrina Ringler, Preservation Office Supervisor
Phone / Email	(785) 272-8681 ext. 215, katrina.ringler@ks.gov
Key Personnel	Wendy L. Tinsley Becker; Douglas E. Kupel; Alexandria Baker

Project Reference #5

Company Name	ICF International under contract to City of San Diego
Address	525 B Street, Suite 1700, San Diego, CA 92101
Contact Name	Tim Yates, Historic Preservation Manager
Phone / Email	(858) 444-3940, timothy.yates@icf.com
Key Personnel	Wendy L. Tinsley Becker

II. Technical Details

SCOPE OF WORK

Located in Dane County, Wisconsin, the Village of McFarland is a suburban community on Lake Waubesa within the larger Madison metropolitan area. Originally settled by Native Americans as early as the Woodland period, McFarland was officially established in 1856 by William Hugh McFarland when he built a depot on the eastern shore of Lake Waubesa. He also built a boarding home, the McFarland House, in 1857. In the following decades, McFarland became a thriving farm community with an early influx of Norwegian settlers. By 1900, McFarland was producing carp for exporting to the New York market and cutting ice for local use and shipment to Chicago. The Village became a hub for lakeside resorts, like Edwards Park and Larson's Beach. Following World War II, the Village was gradually transformed into a residential suburb community closely linked to nearby Madison. The completion of U.S. Route 51 in the late 1950s through the Village and Interstate 90, to the north and east of the community during the 1960s, helped further encourage suburban development in McFarland. Today, the Village has a population of 9,737 and averaged a 2% annual population growth between 2000 and 2020. Steady population growth has caused gradual expansion and redevelopment of suburban residential properties across the Village with some homeowners and developers tearing down or expanding older homes by creating newer, larger designs in their places. Balancing the history of the Village with the changing demands of a growing community is a critical task that Village planners must continue to tackle on a regular basis.

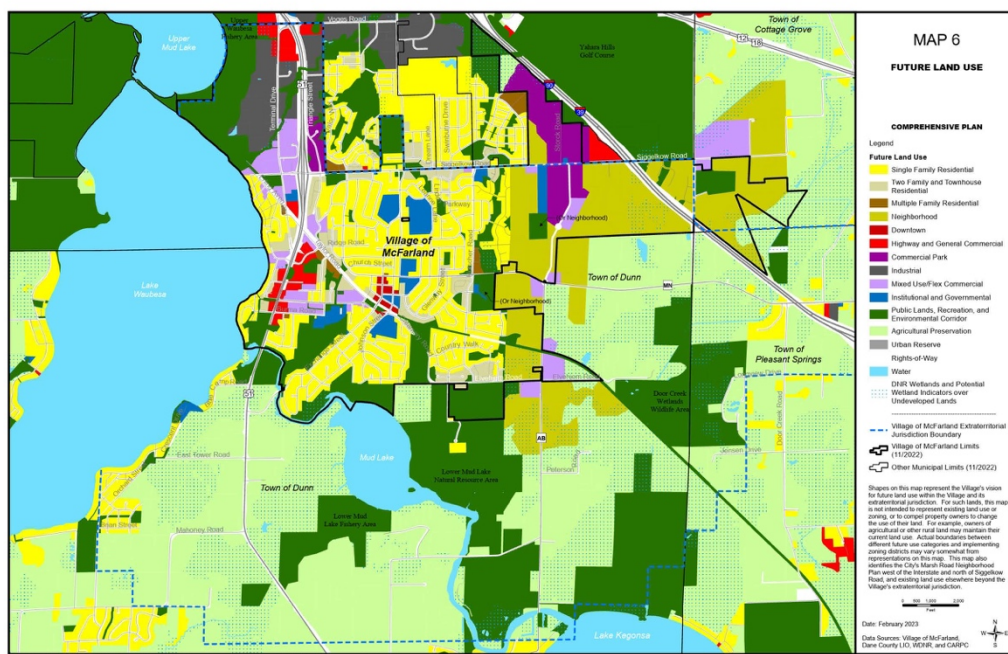


Figure 7. Village of McFarland Future Land Use Map.
Source: Village of McFarland

The Village of McFarland requires a comprehensive historic property survey to establish baseline documentation for all potentially NRHP eligible historic properties within the community. In 1986, the McFarland Historical Society published a walking tour which as an attempt to identify all historic properties in the downtown area of McFarland. However, not all properties identified in the walking tour handbook were deemed eligible for

designation under the Village's new Historic Preservation Ordinance which was adopted in 1991. In March of that year, the Village of McFarland Landmarks Commission designated 18 properties as locally designated historic properties. Following an annexation of additional land by the Village, another property, the Waubesa School, was also designated. Of those locally designated properties, three are listed in the Wisconsin State Register and the NRHP. Two additional Native American Mound Groups, the Siggelkow Park Mound Group and the Lewis Mound Group, are listed in the NRHP.

Apart from the outdated partial survey effort in 1986, the community appears to have never been comprehensively documented as part of a reconnaissance or intensive level historic property survey effort. The proposed reconnaissance and intensive survey will help establish a basis of identification and potential future designation of properties eligible for listing as local landmarks, State/NRHP historic properties, or potential historic districts. The survey report will help form an understanding of the development history of McFarland.

Our previous experience in similar survey efforts and each item listed under Section 4 and Exhibit B of the RFB has informed Urbana's methodological approach. Our overall goal for the project is to solidify the Village's existing historic preservation planning program via a comprehensive village-wide survey effort. To accomplish the project goals, Urbana will undertake the following actions.

- ✓ **Following thorough general community research, Urbana will first conduct a village-wide reconnaissance survey to identify properties that may meet the NRHP criteria for eligibility and are at least 40 years old (as per the *Survey Manual* guidelines;**
- ✓ **Prepare a historic context statement for inclusion in the intensive historic property survey report, forming a framework for evaluating properties potentially eligible for listing the NRHP within McFarland;**
- ✓ **Complete the intensive level documentation, with site-specific research, of all properties determined to be potentially eligible for listing in the local landmarks register, state register, or the NRHP, including properties located within potentially eligible historic districts, and those properties within the survey report to provide comparative context for potentially eligible properties;**
- ✓ **Collect and enter all survey data into the WHPD in accordance with the requirements listed in the *Survey Manual*;**
- ✓ **Complete an Intensive Historic Property Survey Report that synthesizes and organizes field observations and research collected during the reconnaissance and intensive phases of the survey in compliance with the *Survey Manual*;**
- ✓ **And submit all report materials, WHPD data, and mapping data to the SHPO before February 26, 2027.**

Only properties with buildings, structures, or objects 40 years old or older will be photographed. If properties are deemed ineligible for potential designation at the national, state, and local levels of significance, they will not be further researched. Urbana expects the Village of McFarland to provide appropriate year-built data to establish the exact number of properties for the survey effort. Only once a final count of all properties slated for documentation is established will Urbana staff complete the in-person field work. All photos will be obtained from the public right-of-way. The number of photographs and photograph techniques will not vary significantly for properties only recorded in the reconnaissance phase versus those later selected for intensive documentation.

The historic context statement produced as part of the survey report will include themes that pertain specifically to the development of McFarland but may also be related to themes identified during any previous Dane County survey efforts or themes recorded during surveys of nearby communities in the larger Madison metropolitan area. Urbana will tailor these themes to McFarland maintains consistency across local surveys and helps create a coherent historical narrative. As with previous projects completed by Urbana, the historic context statement will include property type descriptions, significance thresholds, and integrity considerations to provide parameters for the future identification of significant properties in the Village.

III. Project Management Details

KEY PERSONNEL

Urbana staff utilize multi-disciplinary and holistic approaches to complete our projects. All staff members are educated and continue to receive professional training in the fields of historic preservation planning, history, architectural history, urban planning, political science, archaeology, architectural design/conservation, and sustainability practices. Principal Urbana project team members maintain certifications with the American Institute of Certified Planners (AICP), the Register of Professional Historians, and Register of Professional Archaeologists, and meet *The Secretary of the Interior's Professional Qualification Standards for Historic Preservation Professionals* in the disciplines of History, Architectural History and Historical Archaeology, as well as the expanded draft Professional Qualification Standards in the disciplines of Historic Preservation and Historic Preservation Planning.

The Village of McFarland Intensive Historic Property Survey will be primarily executed by Urbana's John Hyche, MA, and Alexandra Baker, MCP, with oversight by firm Manager, Wendy L. Tinsley Becker, RPH, AICP, Principal. See **Appendix A** for team resumes. The lines of communication between Village staff and Urbana will be directed through Ms. Tinsley Becker. Most of the research, survey, and report preparation responsibilities will be completed by Mr. Hyche. Support for research, field work, data management, and mapping will be provided by Ms. Baker. Mr. Hyche and Ms. Baker are situated within the larger Chicagoland area and will be present for all field survey activities and any in-person meetings.

Wendy L. Tinsley Becker, RPH, AICP | Principal Planner / Project Manager

Ms. Tinsley Becker is a preservation planner and architectural historian. She established Urbana in 2005 and maintains 29 years of preservation planning experience. Wendy is based in Arizona and works on projects throughout the United States. Past performance includes preparation of large-scale historic resource surveys, general plan elements, ordinances, design guidelines, management and treatment plans, and preservation mitigation programs. Ms. Tinsley Becker brings an expert background in American history, architectural history and urban planning. She holds a Bachelor of Arts degree in History with an emphasis in Urban, Architectural, and Social History, and a Master of City Planning degree with an emphasis in historic preservation and urban design. Wendy meets *The Secretary of the Interior's Historic Preservation Professional Qualifications Standards* in the disciplines of History and Architectural History, and the draft standards established for Historic Preservation and Land Use/Community Planning. She is included on the California Council for the Promotion of History's Register of Professional Historians (# 612) and maintains professional certification in the American Institute of Certified Planners (AICP #022838). She served as Faculty within San Diego State University's City Planning Graduate Program from 2012-2020 and Faculty at UC San Diego Urban Planning & Development Professional Program between 2006 and 2016 where she taught courses in American Architectural History, Historic Preservation Planning, History of City Planning and the Built Environment, Fundamentals of Planning, and Urban Planning Theory. She is the Founder of the Built Environment Education Program San Diego, an all-volunteer program that educates students on built environment, and is a Past Chair of the American Planning Association's National Urban Design and Preservation Division. Ms. Tinsley Becker is a recipient of the Distinguished Alumni award from the SDSU City Planning Graduate Program, an accolade presented as part of the program's 50th anniversary celebrations.

- ***Ms. Tinsley Becker is the designated project manager, technical lead, and day-to-day point of contact for the Village. She will be responsible for interfacing with Village staff when coordinating meetings throughout the project timeline.***

John Hyche, MA | Senior Associate / Architectural Historian & Archaeologist

John Hyche holds a Bachelor of Arts in History, with a minor in Anthropology, from the University of California, Santa Cruz and a Master of Applied Anthropology with a Certification in Historic Preservation from the University of Maryland. John is based in Illinois and works on projects throughout the United States. He meets *The Secretary of the Interior's Historic Preservation Professional Qualifications Standards* in the disciplines of History, Historic Preservation, and Historical Archaeology. He brings nine years of experience in historic resources management and has supervised and participated in built-environment survey projects in California, Arizona, Nevada, Wyoming, Maryland, Virginia, and Washington, D.C. As an architectural historian, John has supervised/participated of architectural survey projects and completed their associated technical reports. He has facilitated local, state, and NRHP) nominations for historic properties and completed Mills Act rehabilitation packages for listed buildings/structures in California. He has facilitated the completion Federal historic preservation tax credit rehabilitation projects and submitted Historic American Building Survey (HABS) and Historic American Engineering Record (HAER) reports to the NPS. John has authored both NRHP nominations and determinations of eligibility for several unevaluated properties. His architectural history experience has routinely involved field work; historic context development/analysis; NRHP eligibility recommendations, and report preparation. John has worked on several complex and multi-phased ongoing built-environment survey projects that have mandated continued coordination with team members and project volunteers.

- ***Mr. Hyche will coordinate and execute field survey, documentation and evaluation, and context and survey report preparation. He will be responsible for planning, coordinating, and conducting the majority of the work. He will attend all meetings with Village staff and the Landmarks Commission.***

Alexandrea Baker, MCP | Associate / Preservation Planner and GIS Manager

Alex holds a Bachelor of Arts in Geography, with a minor in Community and Regional Planning, from the University of Nebraska and a Master of City Planning degree from San Diego State University. She meets *The Secretary of the Interior's Historic Preservation Professional Qualifications Standards* in the discipline of History and Architectural History. Alex is based in Illinois and works on projects throughout the United States. She brings municipal experience having worked for the City of Richmond, California, where she completed research, processed project approvals and environmental review documents, and supported public outreach. At Urbana, Alex surveys historic-era built environment sites, conducts property specific and contextual research, identifies cultural landscapes consistent with NRHP Bulletin No. 36, authors technical reports, and prepares ArcGIS maps. Recent project experience includes the City of Rancho Mirage historic resource survey; the City of La Quinta historic resource survey; a survey, report, and Multiple Property Documentation Form on Post Rock Resources in Kansas; Historic Designation and Mills Act Applications for private property owners in the County of San Diego; on-call historic research services for the City of Coronado; and Archival Research Packages for Southern California Edison. Alex is the lead GIS planner and database manager on the Urbana team and has prepared map packages for thousands of sites for projects throughout the West. Her cartography work products are regularly used for in-depth analyses and strategic decision making by client and agency partners. In addition to her preservation planning experience, Alex is adept in database management and ArcGIS StoryMaps.

- ***Ms. Baker will be part of the survey team and will help to populate and manage the survey database. She will complete all mapping related tasks. She will facilitate the submission all the project data that conforms to the Village's preferred schema for integration into its ArcGIS interface and SHPO requirements. She will act as support to Mr. Hyche and may also attend meetings with Village staff and the Landmarks Commission.***

QUALITY CONTROL

To ensure the project requirements are achieved within the project budget and schedule, Urbana has established an anticipated project schedule (see below) with an expected completion date of August 2026. This submission timeframe slated well before the required final deadline of February 26, 2027 for submission to the Wisconsin SHPO. To ensure that the final product meets the requirements of both the Village of McFarland and SHPO, Urbana anticipates that a draft report will be submitted to the Village in early July 2026 with an expected review period of approximately four weeks for Village staff to provide any feedback on the draft before initial submission to the SHPO. Once feedback from Village staff is received, the updated draft report will be submitted to the SHPO. Urbana will attend a Landmarks Commission Meeting in August 2026 after the initial submission to SHPO to present the draft results. Following submission to SHPO, Urbana anticipates a 30-day review period for SHPO staff to provide any further comments on the draft report. Once SHPO staff comments are received, Urbana will make any necessary additional changes before re-submitting the final report and attending the final Landmarks Commission Meeting in September 2026. The anticipated review schedule with time built-in for comments from Village and SHPO staff will ensure that a complete and comprehensive survey report product, which has been thoroughly reviewed, is received at the conclusion of the project.

VILLAGE STAFF COMMITMENTS

Per the RFB, Village staff are expected serve as the point of contact for public inquires during the planning process, attend all public meetings, maintain a project website, and provide public outreach of activities through existing Village social media outlets, electronic and community newsletters. Urbana expects that Village staff will also provide existing zoning GIS data and applicable property assessment data, such as year-built data, as necessary.

PROJECT SCHEDULE

See Figure 8 for Urbana's proposed project schedule that indicates project milestones by tasks, includes the target deadlines of draft and final project deliverables, and the overall timeline for completion of the project within the required grant timeframe (before February 26, 2027). Meetings with Village staff, the Landmarks Commission, and the public are also outlined with anticipated dates.

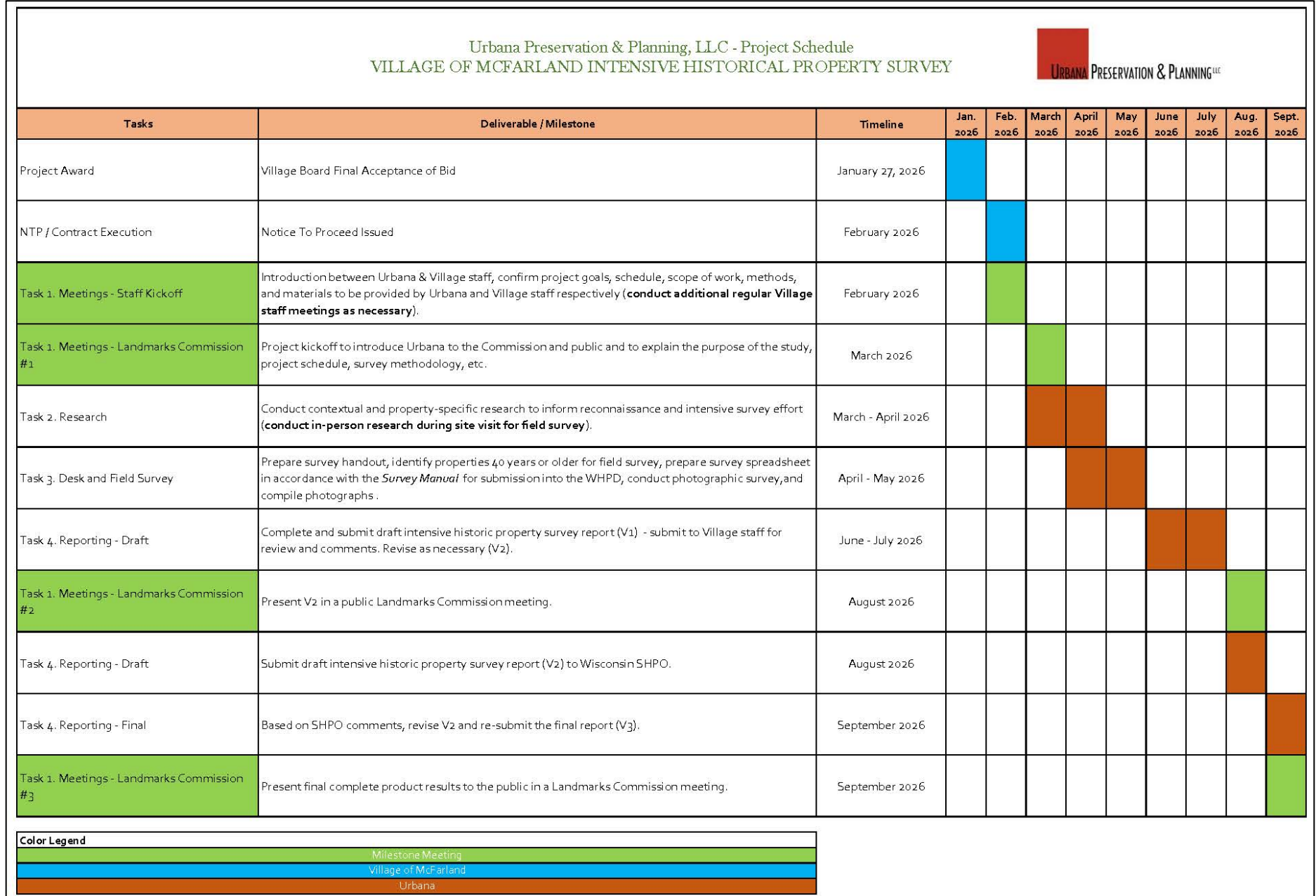


Figure 8. Project Schedule.

Task 1. Meeting and Outreach

Urbana will conduct two separate kickoff meetings following the contract award. The first will be with Village staff and the second will be with the Landmarks Commission after receiving the Notice To Proceed (NTP). Urbana will prepare a detailed project timeline, considering any issues discussed at the kickoff meeting. Urbana will continue to conduct meetings with Village staff as the project proceeds, as needed, and provide project updates to the Landmarks Commission once a draft is prepared and once the final report is completed.

- **Cumulative Proposed Hours:** 18 hours
- **Proposed Schedule:** Staff Kickoff Meeting (February 2026), Landmarks Commission Kickoff (March 2026), Staff Check-In Meetings (Periodic), Landmarks Commission Draft Report (August 2026), and Landmarks Commission Final Report (September 2026)
- **Associated Deliverables:** Initial project timeline, project updates to Village staff / Landmarks Commission commissioners, draft findings, final report, and three presentations to the Landmarks Commission and public
- **Data Requests Under This Task:** None identified

Task 2. Research

Urbana will thoroughly research the overall historic context of the Village of McFarland, the development history of the community, as well as property specific research for individual properties within the survey area deemed appropriate for intensive survey. Research will be conducted using local resources, such as the McFarland Historical Society and the McFarland Public Library, as well as digital resources, such as Ancestry.com, Newspapers.com, Genealogy Bank, and the Library of Congress' archive of Sanborn Fire Insurance Maps.

- **Cumulative Proposed Hours:** 46 hours
- **Proposed Schedule:** March 2026 - April 2026
- **Associated Deliverables:** Historic context statement for McFarland and property specific research data
- **Data Requests Under This Task:** Year-built data for all properties and historic-era building permits and subdivision tract maps for properties identified for intensive survey

Task 3. Desk and Field Survey

Urbana will conduct both a desk and in-person field survey to evaluate and classify all age-appropriate properties in the Village boundary. Prior to field survey, Urbana will prepare an initial desktop survey spreadsheet. The survey spreadsheet will form the basis for future Wisconsin Historic Preservation Database entries and intensive survey inventory forms. The Urbana survey team will photograph and document each individual historic-era (40 years or older) property during field survey. Prior to survey, Urbana will prepare a survey pamphlet to provide to residents in Village of McFarland to distribute before or during the survey effort. The Urbana survey team will be prepared to interact with and answer any questions from residents while surveying the neighborhood. The team will then record all WHPD information for each property utilizing the photographs taken. Urbana will utilize newspaper research and compile any other information of note to identify and list historically significant residents or architects associated with specific properties associated with the intensive survey efforts.

- **Cumulative Proposed Hours:** 72 hours
- **Proposed Schedule:** April 2026 - May 2026
- **Associated Deliverables:** Survey spreadsheet and property photographs
- **Data Requests Under This Task:** All relevant ArcGIS data; copies of past survey data or reports

Task 4. Reporting

The survey report for the McFarland Intensive Historic Property Survey will conform to the DHP *Survey Manual* guidelines for an Intensive Historic Structures Survey Report and will include the following sections:

1. Title Page
2. Acknowledgment
3. Abstract
4. Table of Contents
5. Introduction
6. Survey Methodology
7. Historical Overview
8. Thematic Research / Annotated Bibliography with
 - a. Designers, Engineers, and Builders;
 - b. Notable People;
 - c. And Underrepresented Communities
9. Survey Results
10. Recommendations/Future Survey and Research Needs
11. Threats to Resources
12. National Register Priorities
13. Community Strategies for Historic Preservation
14. Preservation Planning
15. Appendix

Under guidance from the Wisconsin SHPO, Urbana will prepare the intensive historic property survey report, utilizing the research conducted in Task 2 and the survey data collected in Task 3. This report will reflect the findings from the survey, including the number of historic properties identified, the types of architectural styles found in the Village, and the number of resources identified as potentially eligible for listing in the local landmark register or the NRHP. The report will detail the history of McFarland and notable buildings within community. The report will include representative photographs of architectural styles and maps of the Village. McFarland staff and the Landmarks Commission members will have the opportunity to review the draft report, and Urbana will be responsive in addressing any comments. Following review by Village staff, a subsequent draft report will then be provided to the SHPO for review, and Urbana will address any additional comments prior to finalizing the report.

- **Cumulative Proposed Hours:** 76 hours
- **Proposed Schedule:** June 2026 - September 2026 (final submission to SHPO before February 26, 2027)
- **Associated Deliverables:** Draft and final Intensive Historic Property Survey Report
- **Data Requests Under This Task:** Comments on the draft report during the draft review period

SUPPLEMENTAL INFORMATION

All mapping data prepared as part of this project will be provided to the SHPO and the Village of McFarland for use and distribution to the public via the Village mapping applications on municipal webpages, or any other methods Village staff see fit.

IV. Cost and Labor Hours

COST

Urbana's proposed project budget for this Scope of Work calls for 212 hours of time over approximately 32 weeks, distributed amongst three professionally qualified team members for a total Lump Sum price of \$20,520.

Hourly rates for the project team are provided here in Table 1.

Table 1. Hourly Rates.

Name	Title	Rate
Wendy L. Tinsley Becker	Principal / Project Manager	\$125
John Hyche	Senior Associate / Historian	\$100
Alexandrea Baker	Associate / Preservation Planner and GIS Manager	\$85

Urbana's complete cost proposal is included as Figure 9 on the following page, and the proposed project schedule is included above in Figure 8. Personnel hours are summarized per task. Overall cost / cost percentage per task, task timelines, and reimbursable expenses are also included.

ADDITIONAL SCOPE/FEES

No additional fees are identified or included as part of Urbana's base Scope of Work


Urbana Preservation & Planning, LLC - Cost Proposal VILLAGE OF MCFARLAND INTENSIVE HISTORICAL PROPERTY SURVEY							
SUBMITTED TO						SUBMITTED BY	
Village of McFarland Attn: Kong Thao, Associate Planner Department of Community & Economic Development 5915 Milwaukee Street, PO Box 110 ph: 608-838-3154, email: Kong.thao@mcfarland.wi.gov						Urbana Preservation & Planning, LLC Wendy L. Tinsley Becker, RPH, AICP, Principal 101 W. Goodwin Street, Suite 310, Prescott, AZ 86303 wendy@urbanapreservation.com (844) 872-2623	
Urbana Task #	Proposed Tasks	Principal / Project Manager	Senior Associate / Historian	Associate / Preservation Planner & GIS	Cost Per Task	% of Total Cost	Anticipated Project Schedule*
Task 1	Meetings: - Staff Meetings (As Necessary) - Landmarks Commission Meetings (3)	8	6	4	\$1,940.00	9%	Staff Kickoff Meeting (February 2026) Landmarks Commission Kickoff (March 2026) Staff Check-In Meetings (Periodic) Landmarks Commission Draft Report (Aug. 2026) Landmarks Commission Final Report (Sept. 2026)
Task 2	Research: - Historical Context for the Village of McFarland - Site-Specific Research (Intensive Phase) - In-Person Research of Local Resources	0	30	16	\$4,360.00	21%	March 2026 - April 2026
Task 3	Desk and Field Survey: - Desktop Identification (Properties Older than 40 years) - Survey Handout Pamphlet - In-Person Photographic Survey (Reconnaissance & Intensive Phase)	0	40	32	\$6,720.00	33%	April 2026 - May 2026
Task 4	Reporting: - Historic Context Statement (Intensive Survey Report Component) - Intensive Historic Property Survey Report - WHPD Data - Mapping Data	8	48	20	\$7,500.00	37%	June 2026 - September 2026
Total Hours		16	124	72	\$20,520.00	100%	
Hourly Billing Rate		\$125.00	\$100.00	\$85.00			
Subtotal Per Team Member		\$2,000	\$12,400	\$6,120			
Project Subtotal					\$20,520		
Total Project Cost inclusive of all time, materials, and travel expenses					\$20,520.00		
Assumptions & Commitments							
1. All work shall be performed by Urbana's staff of 36 CFR Part 61 qualified professionals. All work will be done by in-house full time professionally qualified staff. Urbana's John Hycbe and Alexandra Baker are based in Illinois. 2. No travel costs proposed.							

Figure 9. Proposed Costs and Timeline.

Appendix A. Resumes



Wendy L. Tinsley Becker, RPH, AICP, Principal / Manager
Architectural Historian + Urban / Preservation Planner
 wendy@urbanapreservation.com

Founding Principal, **Wendy L. Tinsley Becker, RPH, AICP**, brings an expert background in American history, architecture, and urban planning, with a particular emphasis on issues relating to historic preservation. Her experience includes extensive historical resources survey work, design review under *The Secretary of the Interior's Standards for the Treatment of Historic Properties*, single-site historic property research and documentation, and practice in municipal regulatory planning and cultural resources compliance issues including code compliance, revision and review, CEQA, NEPA, and Section 106 of the National Historic Preservation Act. As a preservation-planning consultant she participates in the development and administration of local land use regulations, policies, programs and projects; prepares reports involving research and analysis of various planning issues; conducts site-specific project and design review; and facilitates project coordination between contractors, architects, developers, citizens and other stakeholders. Wendy meets the *Secretary of the Interior's Historic Preservation Professional Qualifications Standards* in the disciplines of History and Architectural History and the *draft standards* established for Historic Preservation and Land Use/Community Planning. She is included on the California Council for the Promotion of History's Register of Professional Historians and also maintains professional certification in the American Institute of Certified Planners (AICP).

Wendy is a co-author and editor of the AICP Certified Urban Designer Exam Study Guide (V1.0) released in March 2016. From 2013 forward she has provided professional training to AICP exam applicants as part of the American Planning Association California Chapter – San Diego Section annual exam training program.

Wendy has assisted municipalities, utility providers, and lead agencies in preservation planning program development and implementation efforts. She regularly consults for private and agency applicants on historical resource and historic property analysis for discretionary projects and undertakings pursuant to Section 106 of the National Historic Preservation Act and the California Environmental Quality Act, as well as Federal Rehabilitation Tax Credit proposals at National Register listed or eligible properties, which are subject to review by the State Office of Historic Preservation and the National Park Service. She was the author / facilitator and lead historic preservation consultant for the City of Chula Vista's award-winning Municipal Preservation Planning Program. She authored the Historic Preservation Element for the City of La Mesa's award winning 2011 / 2030 General Plan update process. She provides survey, architectural history, context development, programmatic agreement, and historic preservation planning consulting services for the Southern California Edison Company including preparation of a programmatic guide for the treatment of all historic-era properties in the company's 55,000 square mile service territory. She served as the lead Architectural Historian for the City and County of Honolulu High-Capacity Transit Corridor Project's Kako'o (Section 106 Programmatic Agreement Program manager) consultant team. Wendy's professional analysis and determinations are reviewed for compliance and concurrence by numerous municipalities, and state and federal agencies including the California State Office of Historic Preservation, the California Public Utilities Commission, the USDA Forest Service, the Bureau of Land Management, and the National Park Service.

Her current interests include facilitating approvals for brick-and-mortar construction and building rehabilitation projects, and working with community-based organizations that emphasize public participation while striving for the improvement of the built environment through good urban and architectural design and associated social programs.



EDUCATION

Master of City Planning,
 Preservation & Urban Design Emphasis
 San Diego State University
 —
 Bachelor of Arts – History
 San Diego State University

REGISTRATIONS

American Institute of Certified Planners
 (#022838)
 Register of Professional Historians
 (#612)

EXPERIENCE

2005-present: Founding Principal
 Urbana Preservation & Planning, LLC
 —
 2012-2021: Faculty Lecturer
 San Diego State University
 City Planning Graduate Program
 —
 2006-2017: Faculty Instructor
 University of California, San Diego
 Urban Planning & Development Program
 —
 2002-2005: Historian / Planner
 Architectural Resources Group
 —
 2001-2002: Historian / Planner
 Historic Research Services
 —
 2000-2001: Historian
 Office of Marie Burke Lia, Esq.
 —
 1996-1999: Asst. Coordinator +
 Researcher:
 SHPO/CHRIS
 South Coastal Information Center

PROJECT EXPERIENCE*

2025	<i>City of Rancho Mirage Historic Resource Survey and Context Statement City of Rancho Mirage Rancho Mirage, CA.</i>
2025	<i>City of Cedar Falls Historic Resource Survey and Context Statement City of Cedar Falls Cedar Falls, IA.</i>
2024	<i>Underground Railroad Resources in the U.S. - A National Historic Landmarks Theme Study; National Park Service.</i>
2024	<i>Pascua Yaqui Pueblo Historic Property Survey; Pima County, AZ.</i>
2024	<i>3210 Xenophon Street Historic Designation Package Urbana Preservation & Planning, LLC San Diego, CA.</i>
2023	<i>Three Way Intersection HAER Report; Greenlee County, AZ.</i>
2023	<i>Queen Creek Viaduct HAER Report; Gila County, AZ.</i>
2023	<i>Valley Metro Capitol Extension Cultural Resource Inventory and Evaluation; Phoenix, AZ.</i>
2023	<i>Roosevelt Irrigation District Centennial History; Buckeye, AZ.</i>
2023	<i>229 Avenida Del Mar Historic Resource Analysis Report; San Clemente, CA.</i>
2023	<i>222 W Mariposa Street Historic Resource Analysis Report; San Clemente, CA.</i>
2023	<i>Apache Trail/Old US Route 60 Historic Assessment Survey Report; Mesa, AZ.</i>
2023	<i>Archaeological and Historical Resource Survey Report Chollas Creek Restoration Project Urbana Preservation & Planning, LLC San Diego, CA.</i>
2023	<i>Archaeological and Historical Resource Management Report Famosa Slough Stormwater Project Urbana Preservation & Planning, LLC San Diego, CA.</i>
2023	<i>4052 and 4054 Centre Street Historic Designation Package Urbana Preservation & Planning, LLC San Diego, CA.</i>
2023	<i>1610 Santa Barbara Street Historic Designation Package Urbana Preservation & Planning, LLC San Diego, CA.</i>
2023	<i>Eldorado-Pisgah-Lugo Project Historic-Era Built Environment Survey Report, Clark County, Nevada Urbana Preservation & Planning, LLC Remsen, IA.</i>
2023	<i>Remsen Water Supply Infrastructure Improvement Project Phase I Historic Architectural Survey Report Urbana Preservation & Planning, LLC Remsen, IA.</i>
2023	<i>City of La Quinta Historic Resource Survey and Context Statement Urbana Preservation & Planning, LLC La Quinta, CA.</i>
2023	<i>3510 Dove Court Historical Resource Technical Report Urbana Preservation & Planning, LLC San Diego, CA.</i>
2022	<i>County of San Diego Historic Designation / Mills Act, U.S. Grant Jr. Ranch House, 8357 The Grant Place, Bonita, CA</i>
2022	<i>County of San Diego Historic Designation / Mills Act, 4501 Mayapan Drive, La Mesa, CA</i>
2022	<i>3575 Via Flores Drive Historic Designation & Mills Act Package Urbana Preservation & Planning, LLC San Diego, CA.</i>
2022	<i>University and 5th Avenue Historical Resource Technical Report Urbana Preservation & Planning, LLC San Diego, CA.</i>
2022	<i>Grand Forks Water Treatment Plant Historic American Engineering Record Urbana Preservation & Planning, LLC Grand Forks, ND.</i>
2022	<i>2275 Evergreen Street Historic Designation Package Urbana Preservation & Planning, LLC San Diego, CA.</i>
2022	<i>820 Fort Stockton Drive Historic American Building Survey Urbana Preservation & Planning, LLC San Diego, CA.</i>
2022	<i>820 Fort Stockton Drive Historical Resource Technical Report Urbana Preservation & Planning, LLC San Diego, CA.</i>
2022	<i>Cottonwood State Route 89A Historic Property Survey; Cottonwood, AZ.</i>
2022	<i>USACE Santa Fe Dam Evaluation; Los Angeles County, CA.</i>

BOARDS + COMMITTEES

Chair / Immediate Past Chair: American Planning Association National Urban Design & Preservation Division, 04/2012-12/2016 — Founder + Volunteer Executive Director / Ex –Officio Director: Built Environment Education Program (BEEP) San Diego, 2008-2015 — Education Committee Member: California Preservation Foundation, 04/2012-04/2014 — Vice-Chair + Newsletter Editor: APA National Urban Design & Preservation Division, 01/2010-03/2012 — Director & Education Chair: San Diego Architectural Foundation, 11/2008- 2011 — Appointed Public Member: City of San Diego Historical Resources Board Incentives Subcommittee, 08/2008- 02/2010 — Advisor/Member – UCSD Extension Advisory Group Urban Planning & Development Certificate Program, 2007 forward — Founding President – Jack London District Association, 2005-2006
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SELECT AWARDS

2016 - Award of Excellence for Preservation Advancement - City of San Diego Historical Resources Board (recognized for Urbana's preservation planning study for the San Diego State Normal School Campus & San Diego City Schools Historic District). — 2014 - American Planning Association (APA) San Diego Chapter – Planning Agency Award for preparation of La Mesa 2030 General Plan. *Historic Preservation Element prepared by WLTB / Urbana.

- 2022 *161 Marquita Historic Resource Analysis Report; San Clemente, CA.*
- 2022 *Glen Canyon Post-1955 Housing Survey and MPDF; Page, AZ.*
- 2022 *3120 Sterne Street Historic Resource Research Report; San Diego, CA.*
- 2022 *Post Rock Resources of Kansas National Register Nominations; Lincoln, Mitchell, Rush, and Russell Counties, KS.*
- 2021 *Mule Pass Tunnel Historic Evaluation and Inventory Form; Bisbee, AZ.*
- 2021 *City of Laguna Beach Preservation 101 Workshop – Staff Training, Laguna Beach, CA.*
- 2021 *Post Rock Resources of Kansas Survey and MPDF; Lincoln, Mitchell, Rush, and Russell Counties, KS.*
- 2021 *Historic Resource Research Report: 3800 University Ave; San Diego, CA.*
- 2021 *860 Muender Ave Historic Integrity Memo; Sunnyvale, CA.*
- 2021 *Lafayette Hotel Rehabilitation & Tax Credit Consulting; San Diego, CA.*
- 2021 *Old Tavern Rehabilitation & Tax Credit Consulting; Sacramento, CA.*
- 2021 *Historic Resource Research Report: 4070-72 Georgia Street; San Diego, CA.*
- 2021 *Transmission Line Rating & Remediation Project, Ivanpah Control Line, Archival Research Package, Southern California Edison, Southern California.*
- 2021 *528 E. Mission Road Historic Resource Analysis Report; San Marcos, CA.*
- 2021 *4055 Lytle Street – Getchell Ranch / The Stone House Historic American Building Record (HABS) Level II Documentation, Fontana, CA.*
- 2021 *Norco Egg Ranch Historic American Building Record (HABS) Level II Documentation, Norco, CA.*
- 2021 *East Gilman Channel Historic American Engineering Record (HAER) & Monument Consulting, Banning, CA.*
- 2021 *5265 N. 4th Street Historical Resource Summary; Irwindale, CA.*
- 2021 *Historic Resource Analysis Report: 3611 Hyacinth Drive Historic Designation Package, San Diego, CA.*
- 2021 *Historic Resource Analysis Report: 2675 Clove Street Historic Designation Package, San Diego, CA.*
- 2021 *Historic Resource Analysis Report: 8301 La Mesa Blvd Historic Assessment; La Mesa, CA.*
- 2021 *1033 Pandora Drive Historic Designation; La Mesa, CA.*
- 2021 *7345 Remley Place Mills Act Application and Rehabilitation Plan, San Diego, CA.*
- 2021 *3629 Front St Mills Act Application and Rehabilitation Plan, San Diego, CA.*
- 2021 *Southern California Edison Company Transmission Line Rating and Remediation Program Ivanpah-Control Transmission Corridor, Historic-Era Built Environment Survey Report.*
- 2020 *Historic Resource Research Report: Historic Designation & Mills Act Package, 1135 Devonshire Drive, San Diego, CA.*
- 2020 *Historic Resource Research Report: Historic Designation Package, 3575 Via Flores, San Diego, CA.*
- 2020 *Historic Resource Analysis Report and CA DPR Forms, Archibald and Schaefer RV Park, City of Ontario, CA.*
- 2020 *Historic Resource Research Report: Historic Designation & Mills Act Package, 2275 Evergreen Street, San Diego, CA.*
- 2020 *Historic Resource Research Report: Historic Designation & Mills Act Package, 9434 Sierra Vista Drive, La Mesa, CA.*
- 2020 *Historic Resource Analysis Report: CEQA Evaluation and CA DPR Forms, Mira Loma Quartermaster Depot, Rutan & Tucker, LLP, Jurupa Valley, CA.*
- 2020 *Historical Resource Evaluation Memorandum & CA DPR Forms, Ontario RV Storage Mitigated Negative Declaration, Ontario, CA.*
- 2020 *Historic Resource Research Report: Historic Designation 1610 Santa Barbara Street, San Diego, CA.*
- 2020 *Red Fox Room Retroactive Review, JCG Development, San Diego, CA.*

RELATED EXPERIENCE

- Elected Member & Chair: County of San Diego Valle de Oro Community Planning Group, 2016-2022 —
- Director + Civic Improvement Chair, Grossmont-Mt. Helix Improvement Association, 2016-2018 —
- Mentor: San Diego State University Aztec Mentor Program, Spring 2016 Cohort —
- Co-Author / Editor: AICP Certified Urban Designer Exam Study Guide, Version 1.0 (released March 2016) —
- AICP Exam Course Speaker: California Chapter, San Diego Section, (annually) 02/2013-present —
- Retreat Facilitator: Beautiful Pacific Beach, Annual Board of Directors Retreat, (annually) 2016-present —
- Invited Panel Speaker: *Density and Design: The Future of Housing in San Diego*, American Planning Association San Diego Section, San Diego, 09/2017 —
- Invited Speaker: *Building Community and Character – Preservation is Place; 1st Annual Historic Preservation Conference Nebraska State Office of Historic Preservation, Omaha (NE),* 06/2013 —
- Panel Speaker: *Preservation Toolkit for Small Cities*, American Planning Association California Chapter Conference, 10/2012 —
- Invited Speaker: *Preliminary Findings – The Status of Preservation Planning Regulatory Programs in the San Diego Region - 2012*, Association of Environmental Professionals San Diego Chapter September Luncheon, 09/2012

- 2020 *Rancho Miramonte Section 106 Evaluation: Historic Property Survey Report, U.S. Army Corps of Engineers, Chino, CA.*
- 2020 *Historic Resource Technical Report: 2956 Roosevelt Street, Sterling Corporation, Carlsbad, CA.*
- 2020 *Historic Resource Research Report: Historic Designation & Mills Act Package, 4350 Nabal Drive, La Mesa, CA.*
- 2020 *4630 Date Street Historic Landmark Nomination, La Mesa, CA.*
- 2020 *Avo Theater Rehabilitation Tax Credit Consulting, JCG Development, Vista, CA.*
- 2020 *Southern California Edison Company Transmission Line Rating and Remediation Program Kern River to Los Angeles Transmission Corridor, Historic-Era Built Environment Survey Report.*
- 2020 *Historic Resource Research Report: Historic Designation & Mills Act Package, 1025 Devonshire Drive, San Diego, CA.*
- 2020 *Historic Resource Research Report: Historic Designation & Mills Act Package, "The Muse" 1020 Prospect Street, La Jolla, CA.*
- 2020 *Historic District Nomination Package: Culverwell and Taggarts, City of San Diego, CA.*
- 2020 *Historic District Nomination Package, Arizona Street Tract, Park Villas Subdivision, City of San Diego, CA.*
- 2020 *Historical Resource Analysis Report, Moiola School, Fountain Valley, CA.*
- 2020 *Historical Resource Survey, Proposed Merrill Commerce Center Specific Plan, Ontario, CA.*
- 2020 *Historic Property Survey Report :Evan Hewes Highway and Bridge Evaluation, Imperial County, CA.*
- 2020 *Historical Resource Analysis Report: Historic Designation and Mills Act Application 552 Rushville Street, San Diego, CA.*
- 2019 *Historic Context and Preservation Element Historical Resource Analysis Report / Historic Property Survey Report for Southern California Edison Company Lindsay Substation and Bliss-Lindsay 66kV Sub-Transmission Line.*
- 2019 *To Kalon Vineyard / Robert Mondavi Winery Patent Litigation Expert Witness Consulting, Oakville, CA.*
- 2019 *Historical Resource Analysis Report, Vic Braden Tennis College, 23333 Ave La Caza, Coto De Caza, CA.*
- 2019 *Church of God in Christ Bulletin 580 Package.*
- 2019 *Historical Resource Analysis Report, 7407 Alvarado Road, La Mesa, CA.*
- 2019 *City of Laguna Beach Preservation Ordinance and Program Consulting.*
- 2019 *Historic Resource Research Report and Conditions Consulting, 8445 Avenida de las Ondas, La Jolla, CA.*
- 2019 *Southern California Edison Company Transmission Line Rating and Remediation Program Control-Silver Peak Transmission Corridor, Historic-Era Built Environment Survey Report.*
- 2019 *Southern California Edison Catalina Island Historic-Era Water System Management Program, Catalina Island, CA.*
- 2019 *Historical Resource Analysis Report / Historic Property Survey Report, Southern California Edison Catalina Island Wrigley Pipeline Project, Catalina Island, CA.*
- 2019 *Retroactive Historical Resource Research Report, 31st Street, San Diego, CA.*
- 2019 *Historical Resource Analysis Report / Historic Property Survey Report Southern California Edison Pedley Powerhouse Complex, Norco, California.*
- 2019 *Historical Resource Analysis Report / Historic Property Survey Report Southern California Edison Company Eastern Sierras Transmission System, Mono County and Inyo County, California.*
- 2019 *Historical Resource Research Report, 3629 Front Street, San Diego, CA.*

SELECT AWARDS (CONT.)

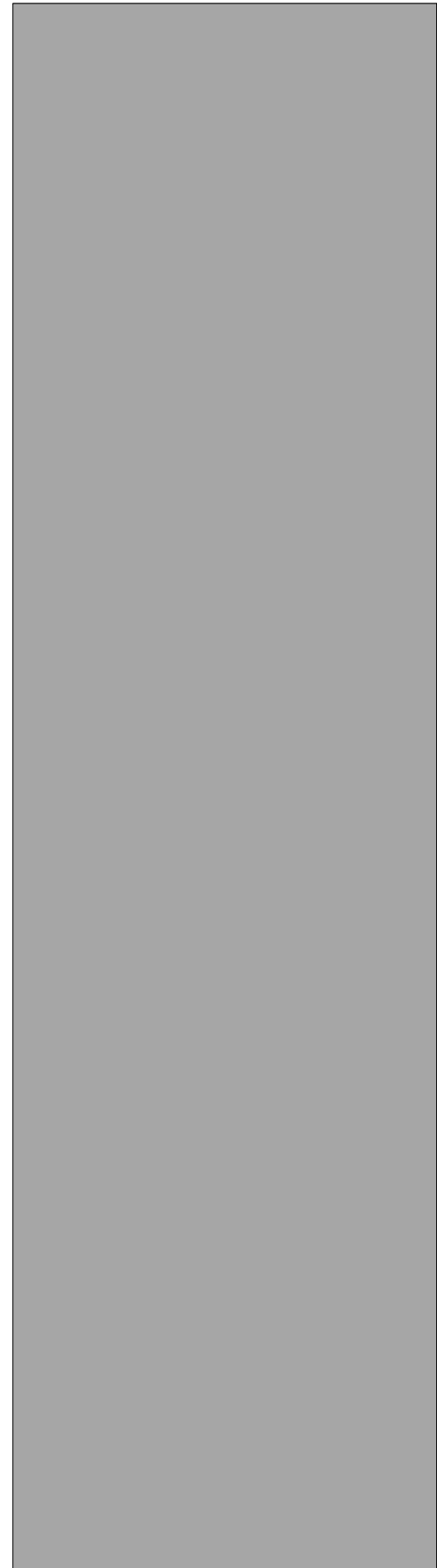
- 2013 – American Planning Association National Division Executive Committee Recipient – Division Achievement Award (*recognized for professional development webinars on historic preservation, urban design, and development topics developed on behalf of the APA Urban Design & Preservation Division*).
-
- 2012 - American Association of Environmental Professionals San Diego Chapter – *Outstanding Planning Document Award for preparation of the City of Chula Vista Historic Preservation Program & Ordinance. *Historic Preservation Ordinance& Program prepared by WLTB / Urbana.*
-
- 2012 - American Planning Association National Division Executive Committee Recipient – Education Excellence Award (*recognized for education efforts on behalf of the APA Urban Design & Preservation Division*).
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- 2011 - American Planning Association National Division Executive Committee Recipient Branding Award (*recognized for visibility, outreach, and education efforts on behalf of the APA Urban Design & Preservation Division*).
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- 2010 - Award of Excellence in Education - City of San Diego City Planning & Community Investment Department Historical Resources Board (*recognized for the Built Environment Education Program developed for the San Diego Architectural Foundation / BEEP San Diego*).
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- 2009 - San Diego Public Library Foundation / Friends of the San Diego Public Library 2008-2009 Chapter Volunteer Award, University Heights Branch (*recognized for preservation planning work at the historic San Diego State Normal College campus*).

- 2019 *Programmatic Agreement Among the Bureau of Land Management – California, the USDA Forest Service, Pacific Southwest Region, California Utility Providers, and the California Office of Historic Preservation, Regarding the Identification, Evaluation, Management, and Exemption of Historic-Era Electrical Infrastructure Facilities in the State of California.*
- 2019 *City of San Diego Clairemont Community Plan Update, Historic Context and Preservation Element.*
- 2019 *Historic Site Report, 10446 Russell Road, La Mesa, CA.*
- 2019 *City of Coronado, As-Needed Historic Research Consulting, Coronado, CA.*
- 2019 *Historical Resource Research Report, 4250-52 Cleveland Ave, San Diego, CA.*
- 2018 *Southern California Edison Company Transmission Line Rating and Remediation Program Control-Silver Peak Transmission Corridor, Historic-Era Built Environment Survey Report – Phase 1 Desk Survey.*
- 2018 *Southern California Edison Company Transmission Line Rating and Remediation Program Control-Haiwee Transmission Corridor, Historic-Era Built Environment Survey Report – Phase 1 Desk Survey.*
- 2018 *Southern California Edison Company Transmission Line Rating and Remediation Program ICKI Transmission Corridor, Historic-Era Built Environment Survey Report – Phase 1 Desk Survey.*
- 2018 *Southern California Edison Company Transmission Line Rating and Remediation Program Eldorado-Lugo-Pisgah Transmission Corridor, Historic-Era Built Environment Survey Report – Phase 1 Desk Survey.*
- 2018 *City of San Diego Park Boulevard Residential Historic District Historic Context Statement and Nomination Package.*
- 2018 *California Department of General Services, Metropolitan State Hospital Project Historical Resource Analysis Report.*
- 2018 *City of San Juan Capistrano, River Street Marketplace Historical Resource Analysis Report.*
- 2018 *Southern California Edison Company Transmission Line Rating and Remediation Program Kern River to Los Angeles Transmission Corridor, Historic-Era Built Environment Survey Report – Phase 1 Desk Survey.*
- 2017 *Historic Site Designation Package, Wexler House 1088 Sierra Vista Avenue, La Mesa, California.*
- 2017 *Nelson-Sloan Otay Rock Plant Property, Chula Vista, California 91910.*
- 2017 *Adams Avenue, Murrieta, California, Tract Map Historical, Cultural, and Paleontological Report.*
- 2017 *4 Greenwood Common (Berkeley Landmark No. 125) Mills Act Application Package, Berkeley, CA.*
- 2017 *Historical Resource Analysis Report, 1201 S. Grand Avenue, Los Angeles, California.*
- 2017 *Design Review Analysis and Historical Resource Research Report, 4884 Marlborough Avenue, San Diego, California.*
- 2017 *Historical Resource Analysis Report / Historic Property Survey Report, SCE MacNeil Substation, Burbank, California.*
- 2017 *Peer Review Statement, 400 S. Alameda Street, Los Angeles, California.*
- 2017 *4617-4619 and 4621-4625 Park Boulevard, San Diego, California, Historical Resource Technical Report.*
- 2017 *Historical Resource Research Report, 707 17th Street, San Diego, California.*
- 2017 *5064 Lotus Street, San Diego, California, Historical Resource Technical Report.*
- 2017 *Historical Resource Technical Report, 550 Sicard Street, San Diego, California.*
- 2017 *Historic Landmark Designation Package, 9415-9425 Eldorado Lane, La Mesa, California.*

RELATED EXPERIENCE (CONT.)

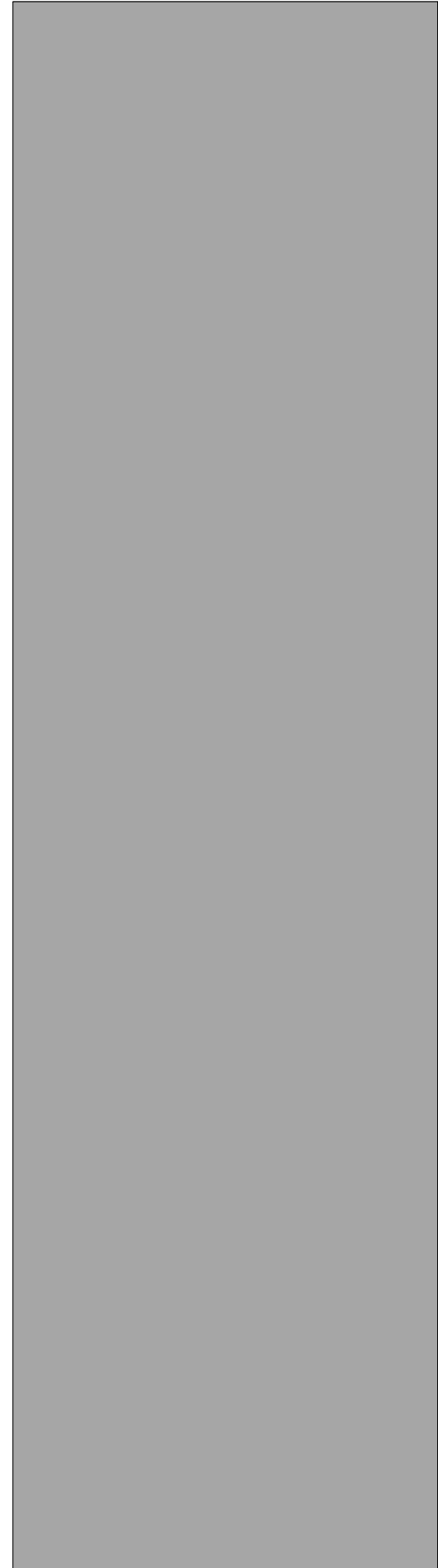
- Attendee: National Charrette Institute, *Introduction to Dynamic Planning* (Level 1 NCI Charrette Manager Certification Training), San Diego (CA) 10/2003
-
- Attendee: CA Preservation Foundation, *Incentives for Historic Preservation Projects*, Berkeley (CA) 09/2003
-
- Attendee: University of Southern CA, *Preservation Planning & Law*, Los Angeles (CA) 07/2003
-
- Attendee: League of CA Cities, *Smart Growth Zoning Codes*, Lodi (CA) 12/2002
-
- Invited Participant: *Second Natures, Redefining the Los Angeles Riverfront*, Los Angeles (CA) 01/2002 (2-Day Planning & Design Charrette hosted by MOCA & The Geffen)
-
- Selected Smart Growth Researcher: San Diego State University Foundation & City Planning Graduate Program, Dr. Roger Caves, 01/2001 – 08/2001 (Grant Topic: Planning for Sprawl in the U.S)
-
- Attendee: *Section 106 An Introductory Course*, National Preservation Institute, San Francisco (CA) 04/1999
- COURSES CREATED & TAUGHT**
- BUSA 40687 - Historic Preservation Planning (UCSD 2006-2012)
-
- BUSA 40515 - Fundamentals of City Planning (UCSD 2007)
-
- BUSA 40748 - Foundations of Urban Planning & The Built Environment (UCSD 2009-2012)
-
- BUSA 40749 - Functions & Processes of City Planning (UCSD 2011-2012)
-
- ART 40436 - American Architectural History I & II (UCSD 2008-2014)
-
- CP 670 - History of Urban Planning (SDSU 2012-2020)

- 2017 *6035 University Avenue, San Diego, California, Historical Resource Technical Report.*
- 2016 *Expert Witness Consulting, Bernati Ticino Trust v. City of San Diego*
- 2016 *4365-4369 Ohio Street, San Diego, California, Historical Resource Technical Report.*
- 2016 *4505 Park Boulevard, San Diego California, Historical Resource Technical Report.*
- 2016 *Designation and Mills Act Rehabilitation Reporting and Consulting for the Edwin K. Hurlbert House, 2930 Chatsworth Boulevard, San Diego, CA.*
- 2016 *NHPA Section 106 Historic Property Analysis and Findings of Effect Statement for the Southern California Yeshiva High School, San Diego, CA.*
- 2016 *Peak Valley Solar Farm CEQA Cultural Resources Analysis (Historical Resources, Cultural Resources, and Paleontological Resources), San Bernardino County, CA.*
- September 2016 *City of Oceanside / Caltrans, Coast Highway (Hill Street) Bridge over the San Luis Rey River Replacement Project Historical Resources Evaluation Report, Oceanside, CA.*
- August 2016 *Historical Resource Technical Report – 715 Muirlands Vista Way, La Jolla, CA.*
- June 2016 *Class III Cultural Resources Inventory / NRHP Eligibility Determination, SCE Eldorado 500kV Transmission System, California, Arizona, Nevada.*
- June 2016 *Casa de las Flores Property Carriage House / Garage Building, Historical Resource Analysis Report, Chula Vista, CA.*
- May 2016 *Historic American Engineering Record (HAER) No. CA-167-O – Southern California Edison Company Big Creek Hydroelectric System Vincent 220kV Transmission Line, Kern, Fresno, and Los Angeles Counties.*
- May 2016 *San Diego Gas & Electric Company Eastern Division Property Eligibility Review Memo, El Cajon, CA.*
- March 2016 *Historical Resource Review - 1347-1349 Locust Street, Walnut Creek, CA.*
- March 2016 *City of La Mesa Collier Park NHPA Section 106 Review, La Mesa, CA.*
- March 2016 *Redwood Solar Farm 4 CEQA Cultural Resources Analysis (Historical Resources, Cultural Resources, and Paleontological Resources), Kern County, CA.*
- March 2016 *City of La Mesa Vista La Mesa Park NHPA Section 106 Review, La Mesa, CA.*
- February 2016 *City of Chula Vista Third Avenue Community Character + Business Improvement Guidelines.*
- February 2016 *City of San Diego HRB No. 461 | Anderson House, San Diego County Historic Site Designation and Mills Act Rehabilitation Consulting, 3841 Sweetwater Road, Bonita, CA.*
- January 2016 *Historic American Landscapes Survey (HALS) No. CA-122 – Collier Park, La Mesa, CA.*
- December 2015 *Historic American Engineering Record (HAER) No. CA-2138 – Southern California Edison Company Substations: Monumental Type, Santa Barbara, Kern, Fresno, and Los Angeles Counties.*
- December 2015 *Pacific Gas & Electric Company South of Palermo Project Historical Resource Analysis Report / Historic Property Survey Report.*
- November 2015 *Historic American Engineering Record (HAER) No. CA-167-N – Amendment to Southern California Edison Company Big Creek Hydroelectric System East & West Transmission Line.*
- November 2015 *Designation and Mills Act Rehabilitation Reporting and Consulting for the Alexander Schreiber Spec House No. 1 / Payne House, 1429 Dale Street, San Diego, CA.*
- October 2015 *Designation and Mills Act Rehabilitation Reporting and Consulting for the Florence Palmer Spec. House II of III, 350 Fern Glen, San Diego, CA.*
- May 2015 *Historic-era Electrical Infrastructure Management Program: A Program for the Identification, Review, Exemption, and Treatment of Generating*

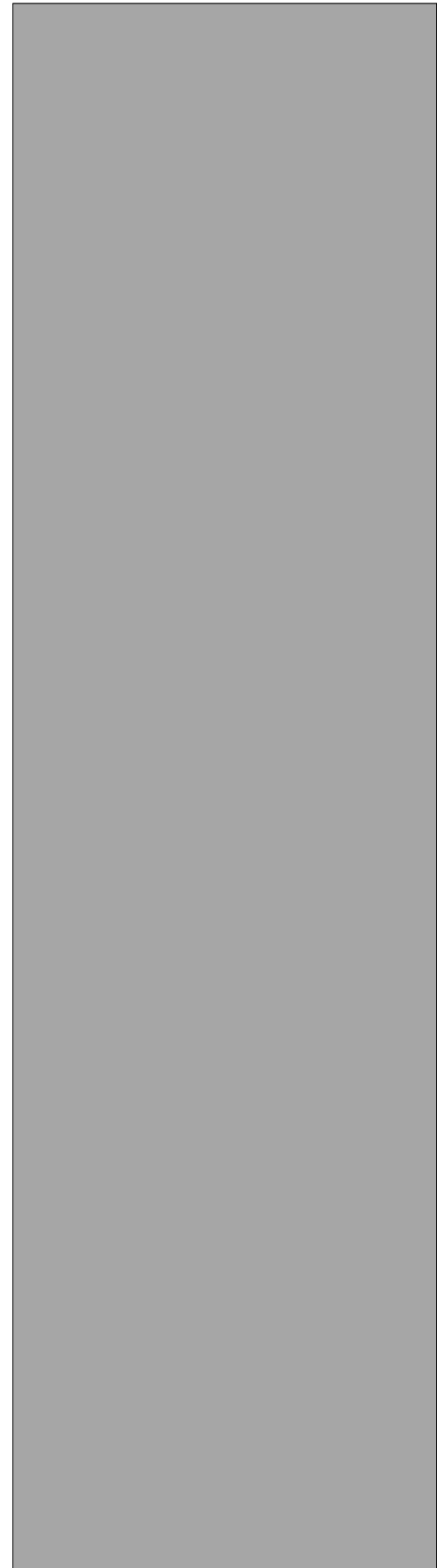


- Facilities, Transmission Lines, Sub-transmission Lines, Distribution Lines, and Substations within the Southern California Edison Company's Service Territory.*
- March 2015 *Class III Cultural Resources Inventory for Southern California Edison's Coolwater-Lugo Transmission Project, San Bernardino County, California – Volume 1: Historic-Era Built Environment Survey Report.*
- 2014-2015 *Los Angeles Regional Intercommunications System NHPA Section 106 Assessment of 125 sites located throughout Los Angeles County.*
- 2014 *Historic Preservation and Urban Planning Expert Witness, Brandon Milan v. City of San Diego, State of California Superior Court Case No. 37-2013-00067039-CU-EI-CTL.*
- 2013-2014 *Historic Preservation and Urban Planning Expert Witness, Edward Valerio v. City of San Diego, U.S.D.C. Case No. 12C1200W (WMC)*
- November 2014 *Historic-Era Built Environment Survey Report, NRHP / CRHR Eligibility Evaluations, and Concurrence Consulting for proposed Coolwater Lugo Transmission Project (approx. 200 built environment sites over 13 segments in the vicinity of Apple Valley, Barstow, and Hesperia, California).*
- November 2014 *Herald Examiner Building, 1101-1139 S. Broadway, Los Angeles, CA, Historic Preservation Certification Application: Part 1 – Determination of Eligibility – Draft Submittal.*
- November 2014 *Cecil Hotel Building, 640 Main Street, Los Angeles, CA, Historic Preservation Certification Application: Part 1 – Determination of Eligibility – Draft Submittal.*
- November 2014 *Cecil Hotel Building, 640 Main Street, Los Angeles, CA, City of Los Angeles Historic Cultural Monument Application Package – Draft Submittal.*
- November 2014 *Historic-Era Electrical Infrastructure Management Program: A Program for the Identification, Review, Exemption, and Treatment of Generating Facilities, Transmission Lines, Sub-transmission Lines, Distribution Lines, and Substations within the SCE Service Territory.*
- October 2014 *Commercial Exchange Building, 416 W. 8th Street, Los Angeles, CA, Historic Preservation Certification Application: Part 2 – Description of Rehabilitation – Draft Submittal.*
- October 2014 *NRHP / CRHR Eligibility Review, SCE Lighthipe and Laguna Bell Substations, Long Beach and Commerce, California.*
- October 2014 *NRHP / CRHR Eligibility Review, SCE Eagle Rock Substation, Los Angeles, California.*
- October 2014 *NRHP / CRHR Eligibility Review, SCE Colton Substation, Colton, California.*
- September 2014 *City and County of Honolulu Little Makalapa National Register of Historic Places Nomination Peer Review.*
- September 2014 *City and County of Honolulu Big Makalapa National Register of Historic Places Nomination Peer Review.*
- September 2014 *Sudberry Properties Strawberry Fields Historic Cultural Landscape Analysis Report, Chula Vista, CA.*
- July 2014 *Friday Morning Club Building, 938 S. Figueroa, Los Angeles, CA, Historic Preservation Certification Application: Part 2 – Description of Rehabilitation – Draft Submittal.*
- May 2014 *Commercial Club of Southern California Building / Case Hotel Part 2 Determination of Eligibility, Los Angeles, CA.*
- May 2014 *City and County of Fresno Tertiary Treatment and Disinfection Facility – Plant 2 NHPA Section 106 and CEQA Historical Resource Assessment.*
- April 2014 *City and County of Honolulu Aloha Stadium Station Project Treatment Plan Peer Review, Honolulu, CA.*
- April 2014 *Redwood Solar Farm Historic Property Survey / Historical Resource Report, Kern County, CA.*

- April 2014 4th @ Broadway EIR Mitigated Negative Declaration – Historical Resource Assessment Report, Los Angeles, CA
- March 2014 Commercial Club of Southern California Building / Case Hotel Part 1 Determination of Eligibility, Los Angeles, CA.
- February 2014 Commercial Club of Southern California Building / Case Hotel Historic Cultural Monument Application, Los Angeles, CA.
- January 2014 1560 S. Escondido Boulevard NHPA Section 106 Review and Concurrence Consulting.
- November 2013 Consulting for Two Historic House Relocations to the City of San Diego Development Services Department, Public Works Department, and City Attorney's Office.
- September 2013 Caltrans Section 106 Historic Property and CEQA Historical Resource Survey – Gilbert Street, Santa Ana, CA.
- October 2013 NHPA Section 106 Historic Property and CEQA Historical Resource Survey Report, Proposed Coolwater Lugo Transmission Project.
- June 2013 Historic Agricultural Landscapes of Visalia and Tulare County electronic book and exhibit – Tulare County Museum of Farm Labor and Agriculture, Visalia, CA
- January 2013 National Park Service Historic American Engineering Record (HAER) Level II Documentation (Large Format Negative Photography & Narrative) – Big Creek Hydroelectric System East & West Transmission Line, Fresno to Los Angeles, CA
- January 2013 Historical and Architectural Eligibility Evaluation of Delano Substation Complex.
- October 2012 Historical and Architectural Eligibility Evaluations of the Southern California Edison Company Historic-Era Casitas, Santa Barbara, Carpinteria, Santa Clara, and Goleta Substations
- October 2012 City and County of San Francisco, 2419-2435 Lombard Street Historical Resource Evaluation Report.
- 2011-2013 Historic Preservation Expert Witness, Academy of Our Lady of Peace v. City of San Diego, U.S.D.C. Case No. 09CV0962 WQH (MDD)
- In-process San Diego Municipal Anglers Building Historical Resource Designation Report, San Diego, CA
- July 2012 National Park Service Historic American Engineering Record (HAER) Level II Documentation (Large Format Negative Photography & Narrative) – SCE San Joaquin Cross Valley Loop Project, Visalia, CA
- June 2012 Historic Structure Report - Casa Peralta, 384 West Estudillo Avenue, San Leandro, CA
- June 2012 County of San Diego Historic Site Designation Report, John N. Mortenson's Hines Residence, Mt. Helix, CA
- April 2012 NHPA Section 106 Review, Lodi Municipal Stadium, Lodi, CA
- March 2012 Federal Rehabilitation Certification Application – Part 3 Request for Certification of Completed Work – Imig Manor / Lafayette Hotel, 2223 El Cajon Boulevard, San Diego, CA
- February 2012 National Register of Historic Places Nomination, Imig Manor / Lafayette Hotel, 2223 El Cajon Boulevard, San Diego, CA
- February 2012 Sequoia National Forest Electric Power Conveyance Systems NRHP Eligibility Evaluations, Tulare County, CA
- January 2012 NHPA Section 106 Review, La Mesa Youth Center, La Mesa, CA

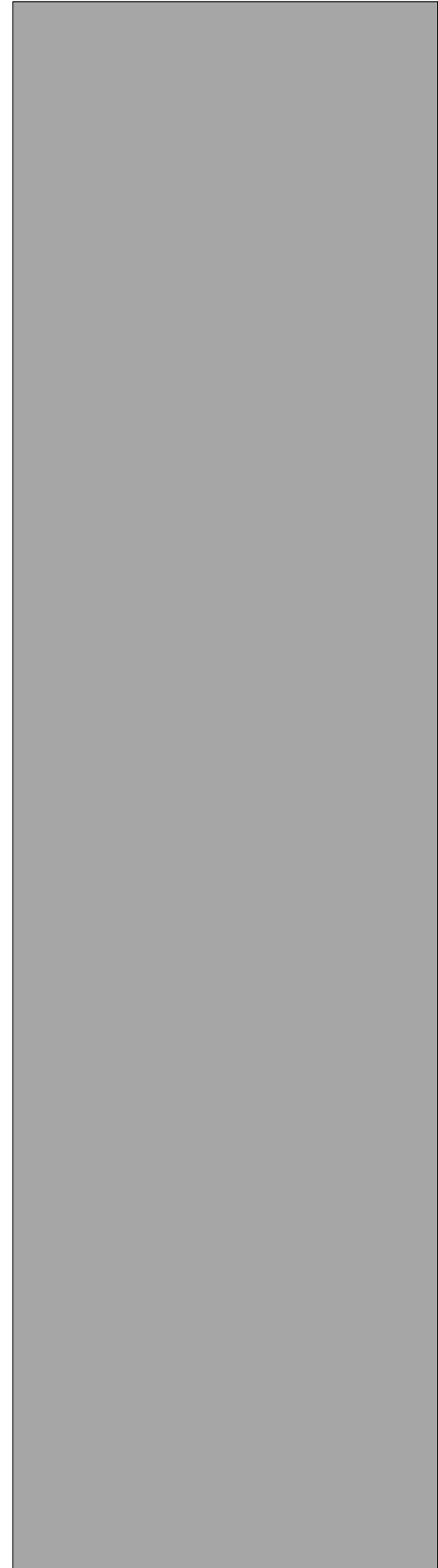


- December 2011 *City of La Mesa 2012 General Plan Update – 2030 Historic Preservation Element, La Mesa, CA*
- December 2011 *Crown City Medical Center EIR Historical Resource Initial Study, Pasadena, CA*
- November 2011 *NHPA Section 106 Review, 4470 Acacia Avenue, La Mesa, CA*
- September 2011 *Big Creek Hydroelectric System Historic District Vincent 220kV Transmission Line NRHP Eligibility Evaluation and Historic Property Treatment Plan.*
- July 2011 *Historic-Era Electric Power Conveyance Systems Programmatic Agreement (SCE, BLM, & CA, NV SHPO) (Context, Typology, Identification, Integrity Qualifications, & Treatment Processes)*
- June 2011 *Aesthetic impact Analysis Report, Hollywoodland Historic Rock Retaining Walls, Los Angeles, CA*
- April 2011 *Kern River – Los Angeles 60 / 66kV Transmission Line NRHP Eligibility Evaluation, Kern & L.A. Counties*
- December 2010 *Historic Structure Report - Linda Vista Federal Defense Housing Project Tenant Activity Building, San Diego, CA*
- October 2010 *City of San Diego Redevelopment Agency, Historic Property / Historical Resource Analysis Report of the Linda Vista Federal Defense Housing Project Tenant Activity Building, San Diego, CA*
- November 2010 *Historic Designation Report, Burt F. Raynes Residence, 299 Hilltop Drive, Chula Vista, CA*
- August 2010 *Southern California Edison Company Tehachapi Renewable Transmission Project Antelope-Vincent No. 1 220kV Transmission Line NRHP/CRHR Review*
- July 2010 *Southern California Edison Company Tehachapi Renewable Transmission Project Rosamond Substation NRHP/CRHR Review, Montebello, California*
- July 2010 *Southern California Edison Company Tehachapi Renewable Transmission Project Antelope-Mesa 220kV Transmission Line NRHP/CRHR Review*
- June 2010 *Southern California Edison Company Tehachapi Renewable Transmission Project Chino-Mesa 220kV Transmission Line NRHP/CRHR Review*
- June 2010 *Southern California Edison Company Tehachapi Renewable Transmission Project Chino Substation NRHP/CRHR Review, Chino, California*
- April 2010 *Historical Resource Analysis Report, Hollywoodland Historic Rock Retaining Walls, Los Angeles, CA*
- March 2010 *Imig Manor/ Lafayette Hotel Part 2 20% Federal Rehabilitation Tax Credit Application*
- January 2010 *CEQA Historical Resource Analysis Report, 2629 National Avenue, San Diego CA*
- December 2009 *City of Santa Ana Warner Avenue Transportation Study Historical Resource Survey, Santa Ana, CA*
- December 2009 *Proposed Heidi Square Redevelopment Project – Project Management, Preservation Planning & Subdivision Re-Design Consulting, San Lorenzo, CA*
- November 2009 *City of San Diego Redevelopment Agency, Historical Resource Review of 4102-4122 University Avenue, San Diego, CA*
- November 2009 *CEQA Historical Resource Analysis Report, 7195 Country Club Drive, La Jolla, CA*
- November 2009 *Imig Manor/ Lafayette Hotel Part 1 20% Federal Rehabilitation Tax Credit Application*
- August 2009 *CEQA Historical Resource Analysis Report, 5511 Calumet Avenue, La Jolla, CA*
- August 2009 *Preservation Planning Study, Site Development, & Rehabilitation Analysis of the Herman Hotel Carriage House, Chula Vista, CA*
- August 2009 *Historical Site Designation, Design Review, & Mills Act Property Tax Consulting for the Dennstedt Building Company's Calavo Gardens Queen Avenue Dwelling, Mt. Helix, CA*

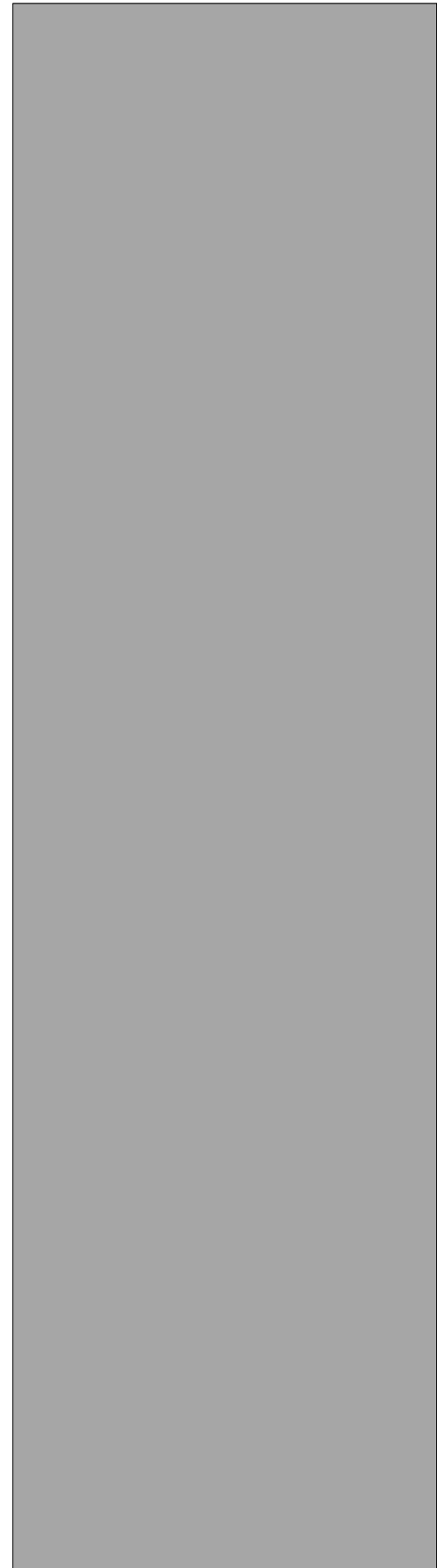


- August 2009 *CEQA and NHPA Section 106 Review of the Nike Missile Defense System - LA - 14/29 Commemorative Site, unincorporated Los Angeles, CA*
- July 2009 *Code Compliance & Resource Review, 2341 Irving Avenue, San Diego, CA*
- July 2009 *City of Santa Ana Bristol & 17th Transportation Study Historical Resource Survey, Santa Ana, CA*
- May 2009 *Fresno Unified School District Historical Resource Survey of the Proposed M-4 Site, Fresno, CA*
- May 2009 *Section 106 Review of Casa Blanca – 716 Santa Clara Avenue, Alameda, CA*
- April 2009 *Design Review Analysis for the 2110 Glenneyre Street Property, Laguna Beach, CA*
- April 2009 *Section 106 Review of the Fairfax Theatre, Oakland, CA*
- March 2009 *National Register of Historic Places Documentation & Eligibility Evaluation for the Middle Fork American River Hydroelectric Project, Placer County, California*
- February 2009 *Historical Resource Analysis Report & Design Review – 337 Hawthorne Road, Laguna Beach, CA*
- February 2009 *San Diego Normal School Campus Phase I Preservation Planning Study & Historical Resource Survey, San Diego, CA*
- January 2009 *Historical Resource Analysis Report, 634 2nd Avenue, Chula Vista, CA*
- October 2008 *Pier 29 National Historic Preservation Act Finding of Effects Statement, San Francisco, CA*
- 2007-2008 *Lead Consultant – City of Chula Vista Historic Preservation Program Development – City of Chula Vista Historic Preservation Program Binder (ordinance, historic inventory database, historical overview statement, incentives, project review process and related permit application and processing forms*
- August 2008 *Mayor John Gill Residence, Designation, Mills Act & Rehabilitation Consulting, San Leandro, CA*
- July 2008 *California Portland Cement Company P&H Excavators #3 & #4 Historic Context Statement & California Register Eligibility Review, Mojave, CA*
- July 2008 *Historic Context Statement – Bean Springs Site, Rosamond, CA*
- June 2008 *Cultural Resource Report & Regulatory Review, PL-SCE-Tehachapi-10H, Acton, CA*
- May 2008 *Historical Resource Documentation & Review, San Diego Aqueduct, San Diego, CA*
- April 2008 *Historic Site Designation & Mills Act Historic Property Tax Consulting for the Goldberg Residence, 4654 Iowa Street, San Diego, CA*
- April 2008 *Storefront Improvement / Façade Revitalization Historical Resource Analysis & Design Review Assistance, 3201 Adams Avenue, San Diego, CA*
- March 2008 *Lombardi Ranch CEQA Review, San Ardo, California*
- February 2008 *Del-Sur Saugus Mining Complex Historical Resource Review, Grass Valley, CA*
- February 2008 *Foothill Ranch Historical Resource Review, Palmdale, CA*
- January 2008 *Section 106 Review 1425-1475 South Main Street, Walnut Creek, CA*
- January 2008 *Historic Site Designation Report & Mills Act Property Tax Consulting - Ocean Beach Cottage Emerging Historic District Contributor, 4670 Del Monte Ave., San Diego, CA*
- November 2007 *Historic Site Designation & Mills Act Historic Property Tax Consulting for the Olmstead Building Company's Calavo Gardens Project #531, Mt. Helix, CA*
- October 2007 *Southern CA Edison Company's Del Sur-Saugus Transmission Line Historical Resource Review, Lancaster - Palmdale, CA*
- October 2007 *Southern CA Edison Company's Antelope Substation Historical Resource Review, Lancaster, CA*
- September 2007 *Historical Resource Review & Data Responses for the Proposed SDG&E Orange Grove Energy Project in Pala, CA*

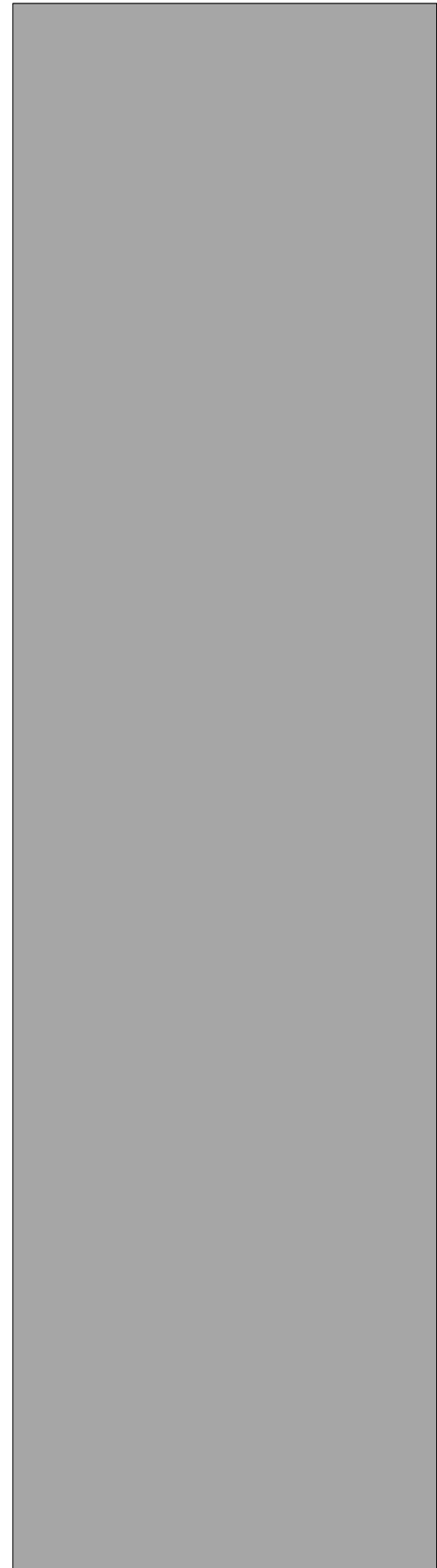
- September 2007 *SCE Kaiser Pass Cabin Historic Property Assessment, Fresno Co., CA*
- August 2007 *USDA Forest Service Meeks Creeks Bridge Assessment, Lake Tahoe, CA*
- July 2007 *Historical Resource Analysis Report, 433 W. Meadow Drive, Palo Alto, CA*
- May 2007 *Historic Preservation Assessment & New Project Planning and Design Consulting – 3994 Jackdaw Street, San Diego (CA)*
- February 2007 *419 Park Way Historical Resource Analysis Report, Chula Vista, CA*
- January 2007 *Upper Triangle Areas Historic Property Survey (Historic Context Statement and Architectural/Historical Documentation of 50 Properties over 15 City Blocks), Fresno, CA*
- December 2006 *Historic Site Designation & Mills Act Historic Property Tax Consulting for the Charles Wakefield Cadman Residence, Mt. Helix, CA.*
- November 2006 *Historical Resource Analysis of the 4303 Narragansett Avenue Property, San Diego, CA*
- September 2006 *Section 106 Review of the 1333 Balboa Street Property, San Francisco, CA*
- September 2006 *Section 106 Review of the Historic Delta-Mendota Canal, Los Banos, CA*
- August 2006 *Historical Evaluation Report – 2959 East Avenue, Hayward, CA*
- June 2006 *Historical Resource Analysis Report: 418-450 10th Avenue Properties, San Diego, CA*
- May 2006 *Section 106 Review of the Coconut Grove Building – Santa Cruz Beach Boardwalk, Santa Cruz, CA*
- May 2006 *Historical Resource Evaluation Report for the 70 15th Street Warehouse, San Diego, CA*
- April 2006 *Historic Site Designation Report & Mills Act Property Tax Consulting - Ocean Beach Cottage Emerging Historic District Contributor, 4528 Saratoga Avenue, San Diego, CA*
- March 2006 *City of Fresno Arts-Culture District Historic Property Survey (Historic Context Statement and Architectural/Historical Documentation of 90-100 Properties over 18 City Blocks), Fresno, CA*
- March 2006 *South Mossdale Historic-Era House Evaluation, Lathrop, CA*
- February 2006 *Westwind Barn Historic Preservation Study, Los Altos Hills, CA*
- January 2006 *Section 106 Review of the 2654 Mission Street Property, San Francisco, CA*
- January 2006 *Section 106 Review of the 325 Mowry Avenue Property, Fremont, CA 94536*
- January 2006 *Section 106 Review of Ardenwood 34551 Ardenwood Boulevard, Fremont, CA 94555*
- December 2005 *Section 106 Review of the 1230 N Street Property, Sacramento, CA 95814*
- December 2005 *Section 106 Review of the Sacramento City College Water Tower, Sacramento, CA*
- November 2005 *Section 106 Review of Fair Oaks Watts, 525 La Sierra Drive, Sacramento, CA*
- November 2005 *Napa Valley College Bus Shelter West Historical Resource Analysis Report, Napa, CA*
- October 2005 *Section 106 Review of the 1025 3rd Street Property, Sacramento, CA 95818*
- September 2005 *City of Davis, Historic Anderson Bank Building Research, Documentation & Design Review Analysis, 203 G Street, Davis, CA*
- September 2005 *Historical Resource Analysis Report, 1212 & 1214 Second Street, San Rafael, CA*



- August 2005 *Historical Resource Analysis Report – Somky Property/Thompson’s Soscol Ranch, Napa, CA 94558*
- July 2005 *Walnut Creek Women’s Club Environmental Impact Report, 1224 Lincoln Avenue, Walnut Creek, CA*
- June 2005 *Tam Property Lot Split Historic Preservation Consulting, Castro Valley, CA*
- May 2005 *Historical Resource Analysis Report, 7329-7331 Eads Avenue, San Diego, CA*
- March 2005 *Ehlers Estate Historical Resource Analysis, 3222 Ehlers Lane, St. Helena, CA*
- March 2005 *University of CA at Santa Cruz Preservation Consulting (Campus Wide Cultural Resources Inventory, Historic Context Statement – Campus Planning History)*
- February 2005 *Hall Winery Historical Resource Analysis, St. Helena, CA*
- January 2005 *Historical Resource Evaluation, 700 28th Avenue, San Mateo, CA*
- January 2005 *Historical Resource Evaluation, 312 & 318 Highland Avenue, San Mateo, CA*
- December 2004 *San Mateo Motel Historical Resource Report – Park Bayshore Townhomes – Environmental Impact Report (Revised February 2005)*
- November 2004 *Historical Evaluation of the San Mateo Motel, 801 South Bayshore Boulevard, San Mateo, CA*
- October 2004 *Stonegate Homes Subdivision Plan, and Single-and-Multi-Family Dwellings Design Review, San Mateo, CA*
- September 2004 *University of CA at Santa Cruz, Getty Campus Heritage Grant Application*
- September 2004 *City of Riverside Downtown Fire Station No.1 Cultural Resources Analysis, Riverside, CA*
- August 2004 *Residential Remodel Design Review – Glazenwood Historic District Contributor, 929 Laurel Avenue, San Mateo, CA*
- August 2004 *Odd Fellows Hall, Historic Structure Report, 113 South B Street, San Mateo, CA (with Conservator Seth Bergstein)*
- July 2004 *Design Review Analysis – Schneider’s Building, 208 East Third Street, San Mateo, CA 94401*
- July 2004 *Embarcadero Cove Development Project Initial Study – Preliminary Historical Resource Analysis, Oakland, CA 94606*
- July 2004 *Historical Resource Evaluation Report – 4830 Cape May Avenue, San Diego, CA 92107 (Revised January 2005)*
- June 2004 *City of Monterey Alvarado Street Mixed-Use Project - APE Survey, Monterey, CA*
- June 2004 *City and County of San Francisco Historical Resource Evaluation Report – 450 Frederick Street, San Francisco, CA 94117*
- June 2004 *Design Review Analysis – 117 Clark Drive, San Mateo, CA 94402*
- May 2004 *Historical Evaluation of the 426 Clark Drive Residence, San Mateo, CA 94402*
- April 2004 *City and County of San Francisco Historical Resource Evaluation Report – 1272 42nd Avenue, San Francisco, CA 94122*
- April 2004 *City of Fresno Broadway Row Historical Resource Survey, Fresno, CA*
- March 2004 *Historical Evaluation of the 117 Clark Drive Residence, San Mateo, CA 94402*
- March 2004 *Historical Evaluation of The Fresno Republican/McMahan’s Building, 2030 Tulare Street, Fresno, CA 93721*
- February 2004 *Crocker Bank Building Preservation Planning Considerations Memorandum*
- January 2004 *Historical Evaluation of the 501 Walnut Street Residence, San Carlos, CA 94070*
- January 2004 *Historical Evaluation of the 20 Madison Avenue and 29 Hobart Avenue Properties, San Mateo, CA 94402*
- January 2004 *Historical Evaluation of The Residence Located At 571 Valley Street, San Francisco, CA*
- January 2004 *Historical Evaluation of the 3925 20th Street Residence, San Francisco, CA 94131*
- November 2003 *Historical Evaluation of Commercial Building Located at 1022 El Camino Real, San Carlos, CA*

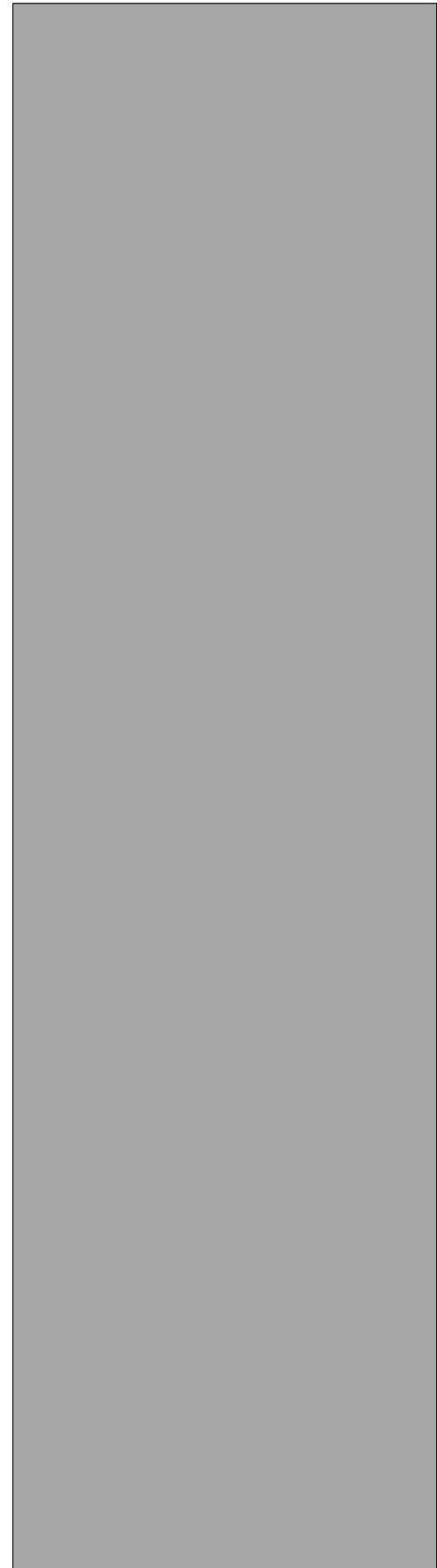


- November 2003 *Peer Review Statement for the K & T Foods Building, 451 University Avenue, Palo Alto, CA*
- November 2003 *Historical Evaluation of the Greer-O'Brine Property, 51 Encina Avenue, Palo Alto, CA,*
- November 2003 *Embarcadero Hotel Environmental Impact Report, Historical Resources Analysis and Design Review Statement*
- October 2003 *City of San Leandro Historical Resources Survey, Historic Context Statement, Historic Preservation Ordinance, and Draft Historic Preservation Benefits/Incentive Program*
- August 2003 *Palm Theater Environmental Impact Report, Historical Resources Analysis*
- July 2003 *Historical Evaluation of The First Christian Church Building, 2701 Flores Street, San Mateo, CA 94403*
- June 2003 *Alameda Naval Air Station Reuse Project Historic Preservation Regulatory and Policy Memorandum (Prepared for Alameda Point Community Partners-Master Developer for NAS Alameda)*
- May 2003 *Historical Evaluation of The Residence Located At 606 Dorchester Road, San Mateo, CA*
- March 2003 *Ames Aeronautical Laboratory 40' x 80' Wind Tunnel National Register Nomination (Prepared for NASA Ames Research Center)*
- March 2003 *Ames Aeronautical Laboratory 6' x 6' Supersonic Wind Tunnel National Register Nomination (Prepared for NASA Ames Research Center)*
- March 2003 *Ames Aeronautical Laboratory Administration Building National Register Nomination (Prepared for NASA Ames Research Center)*
- March 2003 *Historical Evaluation of The Residence Located At 1015 South Grant Street, San Mateo, CA*
- February 2003 *8th & Market, 10 United Nations Plaza, Cell Site Impact Review, San Francisco, CA*
- February 2003 *Existing Conditions and Subdivision Design Alternatives for The Proposed Hayman Homes Tract No. 7267, Proctor Road, Castro Valley, CA*
- February 2003 *Historical Evaluation of The Residence Located At 336 West Poplar Avenue, San Mateo, CA*
- January 2003 *Historical Evaluation of The Residence Located At 744 Occidental Avenue, San Mateo, CA*
- January 2003 *Historical Evaluation of the 131 and 141 West Third Avenue Apartment Buildings, San Mateo, CA*
- December 2002 *CA State Capitol Building, Historical Resource Review, Sacramento, CA*
- November 2002 *Wireless Antenna Site Review, Medical Arts Building, 2000 Van Ness Avenue, San Francisco, CA*
- October 2002 *Historical Evaluation of The LeDucq Winery Estate, 3222 Ehlers Lane, St. Helena, CA 94574 (Revised June 2003)*
- October 2002 *Historical Assessment of The St. Patrick's Parish Community Building Located At 3585 30th Street, San Diego, CA, 92104*
- September 2002 *Historical Assessment of The Building Located At 4257 Third Street, San Diego, CA,*
- April 2002 *Historical Assessment of The Building Located At 3567 Ray Street, San Diego, CA,*
- October 2001 *Historical Assessment of The Gustafson's Furniture Building Located At 2930 El Cajon Boulevard, San Diego, CA, 92104*
- September 2001 *Historical Review of Lots A, B, K & L, Block 93, Horton's Addition Lockling, San Diego, CA*
- August 2011 *El Cortez Hotel Part 3 - Request for Certification of Completed Work*



- August 2001 *Core Inventory of All Sites Appearing to Be More Than 45 Years of Age Not Previously Documented* (Prepared For Centre City Development Corporation)
- August 2001 *Urbana Project Abstract Bibliography* (Prepared for Dr. Roger Caves, San Diego State University and San Diego State University Foundation)
- July 2001 *Historical Assessment of The Kirkland Apartments Building Located At 2309 Fifth Avenue, San Diego, CA, 92103*
- July 2001 *Historical Assessment of The Building Located At 4230 Maryland Street, San Diego, CA, 92103* (With Kathleen A. Crawford)
- June 2001 *Historical Assessment of the 2525-2529, 2537-2547, 2561 First Avenue Residences, San Diego, CA 92103*
- May 2001 *Update of The November 1988 Historic Site Inventory of Centre City East for Centre City Development Corporation* (with Scott Moomjian)
- April 2001 *East Village Inventory of All Sites Appearing to Be More Than 45 Years of Age Not Previously Documented* (Prepared for Centre City Development Corporation)
- April 2001 *Update of The May 1989 Historic Site Inventory of Bayside for Centre City Development Corporation*
- January 2001 *Historic Survey Report of The Former Teledyne-Ryan Aeronautical Complex 2701 North Harbor Drive San Diego, CA 92101*(with Scott Moomjian)
- January 2001 *Historical Assessment of The Fletcher-Salmons Building 602-624 Broadway, San Diego, CA 92101*
- December 2000 *Cultural Resource Report for The Winona Avenue Area Elementary School Preferred Site, Alternative 1 Site, and Alternative 2 Site* November 2000
Cultural Resource Report for The Edison/Hamilton/Parks Area Elementary School Preferred Site and Alternative Sites
- November 2000 *Cultural Resource Report for The Adams/Franklin Area Elementary School Preferred Site and Alternative Site*
- October 2000 *The National Register of Historic Places Travel Itinerary; Old Town San Diego*
- August 2000 *Cultural Resource Report for The Winona Avenue Area Elementary School Preferred Site and Alternative Sites*
- July 2000 *Cultural Resource Report, 52nd Street Area Elementary School Preferred & Alternative Sites, San Diego, CA*
- July 2000 *Historical Assessment of the 3658 Warner Street Residence, San Diego, CA 92106*
- July 2000 *Historical Assessment of the 367 Catalina Boulevard Residence, San Diego, CA 92106*
- July 2000 *Historical Assessment of the 906 West Lewis Street Residence, San Diego, CA 92103*
- May 2000 *Historical Assessment of the 501-503, 507 and 509 14th Street Residences, San Diego, CA*
- May 2000 *The San Diego Flume Company System Redwood Pipeline, San Diego County, CA*
- March 2000 *Historical Assessment of The Society for Crippled Children's Hydrotherapy Gymnasium Located at 851 South 35th Street, San Diego, CA 92113*

*Visit www.urbanapreservation.com for project profiles and additional information.



John Hyche, MA, RPA
Senior Associate / Architectural Historian & Archaeologist
john@urbanapreservation.com

John Hyche holds a Bachelor of Arts in History, with a minor in Anthropology, from the University of California at Santa Cruz, and a Master of Applied Anthropology with a certificate in Historic Preservation from the University of Maryland, College Park. He is a member of the Register of Professional Archaeologists (RPA) and meets The Secretary of the Interior's Historic Preservation Professional Qualifications Standards in the discipline of History and Historical Archaeology. He brings nine years of experience in cultural resources management and archaeology and has supervised and participated in archaeological survey and cultural resource projects in California, Arizona, Nevada, Wyoming, Maryland, Virginia, and Washington, D.C. He is a former National Park Service (NPS) Certified Local Government (CLG) Assistant in the State, Tribal, Local, Plans & Grants Division, NPS Cultural Resource Technician, and an Archaeologist with the District Archaeologist at the D.C. Historic Preservation Office (DCHPO). In this capacity, John has completed both archaeological and built environment surveys with their associated cultural resource inventory reports, authored testing and treatment plans, and supervised testing activities. His technical competence and regulatory compliance expertise is matched by his practical skills in data management, with proficiency in Microsoft Office applications, Adobe Creative Suite, HTML, AutoCAD, ArcGIS, and the ESRI GIS Trimble.

As an architectural historian, John has supervised and participated of architectural survey projects and completed their associated technical reports. He has facilitated local, state, and National Register of Historic Places (NRHP) nominations for historic properties and completed Mills Act packages for listed buildings/structures in California. He has facilitated the completion Federal historic preservation tax credit rehabilitation projects and submitted Historic American Building Survey (HABS) and Historic American Engineering Record (HAER) reports to the NPS. As a NPS Cultural Resource Technician, he evaluated the results of preservation maintenance and repair work at historic properties, and coordinated with researchers, subject matter experts, and resource managers to facilitate cooperative resources management strategies. John has authored NRHP nominations and determinations of eligibility for unevaluated properties. He has also worked on reports regarding proposed rehabilitation measures for listed properties in compliance with the National Historic Preservation Act (NHPA), the National Environmental Policy Act (NEPA), California Environmental Quality Act (CEQA), and applicable local regulations.

As an archaeologist John has completed NHPA Section 106 & Section 110 cultural resource inventory reports. He has also produced testing plans and participated in/supervised Phase I, II, and III survey efforts. For surveys, he has experience employing a variety of methods including, but not limited to, construction monitoring; pedestrian reconnaissance survey; geophysical survey (metal detecting and magnetometry); soil coring; Shovel Test Pit (STP) excavation; and formal test unit excavation. He has experience completing and submitting archaeological state site forms for a variety of difference types of resources across the country. As an archaeological collections manager, John has experience processing and housing large artifact collections and conducting regular environmental conditions control activities. He has reviewed and authored NEPA Environmental Assessments (EAs), EA Findings of No Significant Impact (FONSIs), And Environments Impact Statements (EISs) Reports and completed Archaeological Resources Protection Act (ARPA) violation investigations. With the NPS, he developed an archaeological survey application within the ArcGIS Collector tool called *CRSSurveyor* to quickly and concisely record archaeological sites with their associated features.



EDUCATION

Master of Applied Anthropology,
University of Maryland College Park

—
Graduate Certificate –
Historic Preservation,
University of Maryland College Park

—
Bachelor of Arts - History
Minor - Anthropology,
University of California Santa Cruz

PROFESSIONAL EXPERIENCE

Senior Associate / Architectural
Historian & Archaeologist:
Urbana Preservation & Planning, LLC
(San Diego, CA)
2021 – present

—
Certified Local Government Assistant:
State, Tribal, Local,
Plans & Grants Division
National Park Service
(Washington, DC)
2020-2021

—
Cultural Resource Technician:
Grand Teton National Park
National Park Service
(Grand Teton National Park, WY)
2019

—
Archaeology Assistant:
D.C. Historic Preservation Office
(Washington, DC)
2018-2019

—
Archeology Collections Assistant:
Cooperative Ecosystems Study Unit
National Park Service

ARCHITECTURAL HISTORY PROJECT EXPERIENCE

- 2024-2025 *City of Rancho Mirage Historic Resource Survey and Context Statement* | City of Rancho Mirage | Rancho Mirage, CA.
- 2024-2025 *City of Cedar Falls Historic Resource Survey and Context Statement* | City of Cedar Falls | Cedar Falls, IA.
- 2021-2024 *Old Tavern Rehabilitation Tax Credit Consulting* | Hattie’s House | Sacramento, California
- 2021-2024 *Lafayette Hotel Rehabilitation Tax Credit Consulting* | Consortium Holdings, LLC | San Diego, California
- 2024 *3210 Xenophon Street Historic Designation Package* | Urbana Preservation & Planning, LLC | San Diego, CA.
- 2023 *4052 and 4054 Centre Street Historic Designation Package* | Urbana Preservation & Planning, LLC | San Diego, CA.
- 2023 *1610 Santa Barbara Street Historic Designation Package* | Urbana Preservation & Planning, LLC | San Diego, CA.
- 2023 *Remsen Water Supply Infrastructure Improvement Project Phase I Historic Architectural Survey Report* | City of Remsen | Remsen, IA.
- 2022-2023 *City of La Quinta Historic Resource Survey and Context Statement* | City of La Quinta | La Quinta, CA.
- 2022-2023 *3575 Via Flores Drive Historic Designation & Mills Act Package* | Urbana Preservation & Planning, LLC | San Diego, CA.
- 2022-2023 *3510 Dove Court Historical Resource Technical Report* | Urbana Preservation & Planning, LLC | San Diego, CA.
- 2022-2023 *University and 5th Avenue Historical Resource Technical Report* | Urbana Preservation & Planning, LLC | San Diego, CA.
- 2022 *Grand Forks Water Treatment Plant Historic American Engineering Record* | City of Grand Forks | Grand Forks, ND.
- 2022 *2275 Evergreen Street Historic Designation Package* | Urbana Preservation & Planning, LLC | San Diego, CA.
- 2022 *820 Fort Stockton Drive Historic American Building Survey* | Urbana Preservation & Planning, LLC | San Diego, CA.
- 2022 *820 Fort Stockton Drive Historical Resource Technical Report* | Urbana Preservation & Planning, LLC | San Diego, CA.
- 2022 *3611 Hyacinth Drive Historic Designation Package* | Urbana Preservation & Planning, LLC | San Diego, CA.
- 2022 *3675 8th Ave Historic Designation Package* | Urbana Preservation & Planning, LLC | San Diego, CA.
- 2022 *4648 Marlborough Drive Historic Designation Package* | Urbana Preservation & Planning, LLC | San Diego, CA.
- 2022 *2390, 2442, and 2444 North American Way Historical Resource Analysis and CA DPR Forms* | EPD Solutions | Orange, CA.
- 2021 *12118 Bloomfield Ave Historical Resource Analysis and CA DPR Forms* | EPD Solutions | Santa Fe Springs, CA.
- 2020-2021 *Historic Preservation Fund Grants Manual – Certified Local Governments* | National Park Service | Washington, DC.

PROFESSIONAL EXPERIENCE, CONT'D

- Historical Archaeology Graduate Intern:
University of Maryland, College Park
(College Park, MD)
2017
—
- Archaeological Field Technician:
Shotgun House
Public Archaeology Project,
D.C. Historic Preservation Office
(Capitol Hill, DC)
2016-2017
—
- Archaeological Field School:
Charlestowne Landing
State Historic Park
(Charleston, SC)
2016
—
- Geophysical Archaeological Field
School Technician:
Saint Louis University
(Lough Key,
County Roscommon, Ireland)
2015

ARTICLES

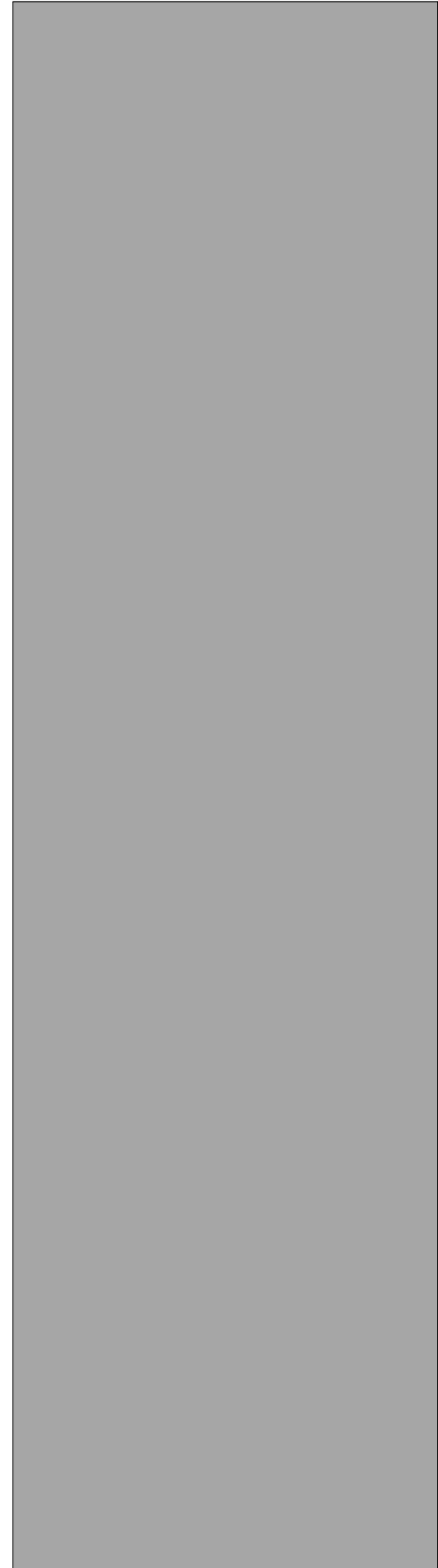
- "Beyond the Fence: Reaching Out to the Capitol Hill Community through Urban Archaeology" *Practicing Anthropology* 39(3): pp. 14-15, 2017

MEMBERSHIPS

- Register of Professional Archaeologists
(2021-Present)
—
- Society for American Archaeology
(2017-2020)
—
- Society for Historical Archaeology
(2017-2020)

ARCHAEOLOGICAL PROJECT EXPERIENCE

- 2023 – Present *Archaeological and Historical Resource Management Report Famosa Slough Stormwater Project (Phase I & II) | City of San Diego, CA | San Diego, CA*
- 2023 – Present *Archaeological and Historical Resource Survey Report Chollas Creek Restoration Project (Phase I & II) | City of San Diego | San Diego, CA*
- 2022 – Present *California Wildfire Mitigation Program Archaeological and Historic Architecture Subject Matter Expert Analysis and Reporting | County of San Diego and California Office of Emergency Services | San Diego, CA*
- 2021 – Present *TLRR Eldorado-Pisgah-Lugo Project Historic-Era Built Environment and Multi-Discipline Resources Survey Report | Southern California Edison and the Bureau of Land Management | Clark County, Nevada*
- 2020-2021 *ArcGIS Collector CRSurveyor Archeology Survey Application | National Park Service | Washington, DC.*
- 2019 *Grand Teton National Park Telecommunications Improvement Project Cultural Resource Inventory | National Park Service | Grand Teton National Park, Wyoming.*
- 2019 *Paintbrush Divide & Hurricane Pass Cultural Resource Inventory | National Park Service | Grand Teton National Park, Wyoming.*
- 2019 *Deadman's Bar Landing Cultural Resource Inventory | National Park Service | Grand Teton National Park, Wyoming.*
- 2019 *Jackson Island Cultural Resource Inventory | National Park Service | Grand Teton National Park, Wyoming.*
- 2019 *Congressional Cemetery Phase I Archaeological Survey | D.C. Historic Preservation Office | Washington, DC.*
- 2019 *Congressional Cemetery Phase I Archaeological Testing Plan | D.C. Historic Preservation Office | Washington, DC.*
- 2016-2018 *Capitol Hill "Shotgun House" Phase I, II, and III Archaeological Survey | D.C. Historic Preservation Office | Washington, DC.*
- 2018 *Arlington House Cultural Resource Inventory | National Park Service | Arlington, Virginia.*
- 2018 *Prince William Forest Park Cultural Resource Inventory | National Park Service | Prince William Forest Park, Virginia.*
- 2018 *Frederick Douglass National Historic Site Cultural Resource Inventory | National Park Service | Washington, DC.*
- 2018 *Catoctin National Park Cultural Resource Inventory | National Park Service | Catoctin National Park, MD.*
- 2018 *Antietam National Battlefield Cultural Resource Inventory | National Park Service | Antietam National Battlefield, MD.*
- 2017 *Manassas National Battlefield Cultural Resource Inventory | National Park Service | Manassas National Battlefield, VA.*
- 2017 *Rock Creek Park ARPA Investigation Report | National Park Service | Rock Creek Park, DC.*




URBANA PRESERVATION & PLANNING LLC

**Alexandrea Baker, MCP, Associate
Preservation Planner + GIS Manager
alex@urbanapreservation.com**

Alexandrea Baker holds a Bachelor of Arts in Geography, with a minor in Community and Regional Planning, from the University of Nebraska and a Master of City Planning degree from San Diego State University. She meets *The Secretary of the Interior's Historic Preservation Professional Qualifications Standards* in the discipline of History and Architectural History. At Urbana, Alex surveys historic-era built environment sites, conducts property specific and contextual research, identifies cultural landscapes consistent with NRHP Bulletin No. 36, authors technical reports, prepares GIS maps and manages all aspects of our GIS program. Recent project experience includes the City of La Quinta historical resource survey; the Post Rock Resources MPDF and NRHP nominations, Historic Designation and Mills Act Applications for private property owners throughout Southern California, on-call historic research services for multiple jurisdictions, and all historic sites database and GIS management for SCE projects. As the GIS Manager on the Urbana team, she has prepared map packages for thousands of sites for projects throughout the West. Her cartography work products are regularly used for in-depth analyses and strategic decision making by client and agency partners. In addition to her preservation planning experience, Alex is adept ArcGIS StoryMaps.

PROJECT EXPERIENCE

2024	<i>Determination of Historic Significance Report for 767 B Avenue Coronado, California.</i>
2024	<i>Tucson Bus Rapid Transit Project Historic Property Survey Tucson, Arizona.</i>
2024	<i>Edison and Walker Specific Plan – Historical Resource Survey Ontario, California.</i>
2024	<i>GIS Mapping for Historical and Archaeological Resource Management Report Chollas Creek & Euclid-54th Project San Diego, California.</i>
2024	<i>GIS Mapping for Historical and Archaeological Resource Management Report Famosa Slough Alley Slope Restoration Project San Diego, California.</i>
2024	<i>Historical Resource Analysis Report for Harvest Landing Retail Center & Business Park Project Perris, California.</i>
2023	<i>Determination of Historic Significance Report for 811 Tolita Avenue Coronado, California.</i>
2023	<i>Determination of Historic Significance Report for 841 H Avenue Coronado, California.</i>
2023	<i>Determination of Historic Significance Report for 325 9th Street Coronado, California.</i>
2023	<i>Determination of Historic Significance Report for 437 J Avenue Coronado, California.</i>
2023	<i>Historical Resource Analysis Report for 33521 Zeiders Road Menifee, California</i>
2023	<i>Historical Resources Analysis Report Proposed El Camino Specific Plan Project San Juan Capistrano, California.</i>
2023	<i>Historical Resource Analysis Report for 5900 Cherry Avenue Long Beach, California.</i>
2023	<i>Historical Resource Analysis Report for 800 Meadow Pass Road Walnut, California.</i>
2023	<i>University Hills Historical Resource Analysis Report San Bernardino, California.</i>



EDUCATION

Master of City Planning
San Diego State University

—
Bachelor of Arts– Geography,
University of Nebraska-Lincoln

PROFESSIONAL EXPERIENCE

Associate Preservation Planner + GIS
Manager: Urbana Preservation &
Planning, LLC (San Diego, CA) 2022
– present
Staff Urban / Preservation Planner +
GIS Technician: Urbana Preservation
& Planning, LLC (San Diego, CA)
2018 – 2022

—
Planning Intern: Alta Planning
(San Diego, CA), 2019

—
Planning Intern: City of Richmond
(Richmond, CA), 2019

—
Planning Intern: Maxable
(San Diego, CA), 2018-2019

—
Para Educator: Mid Valley Special
Education Cooperative (St. Charles,
IL), 2017-2018

—
Teacher Assistant: Lincoln Family
Services (Lincoln, NE), 2016-2017

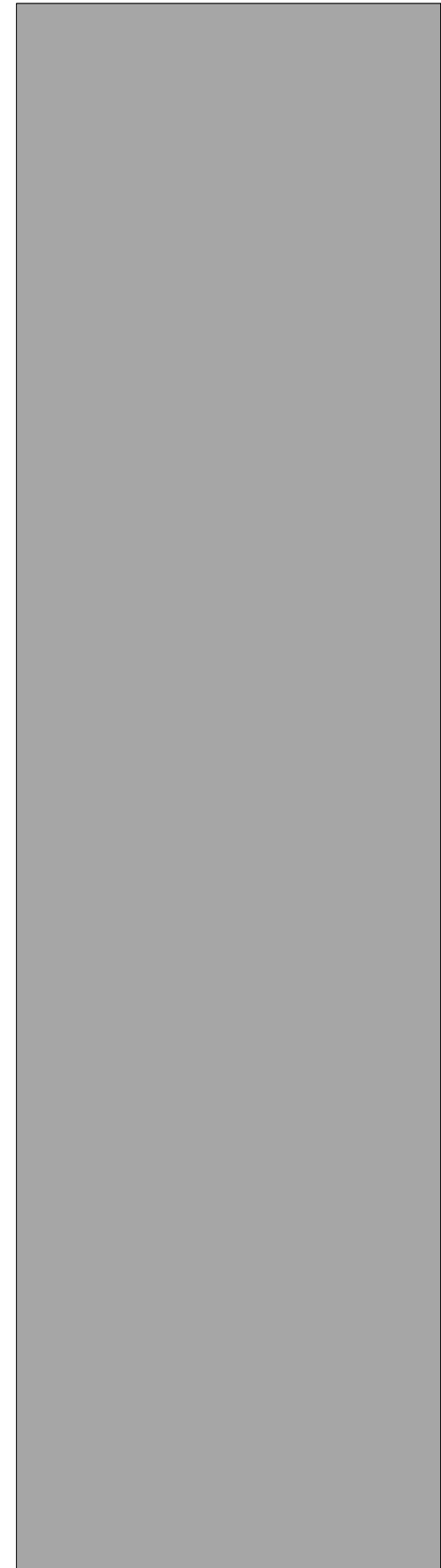
MEMBERSHIPS

American Planning Association

RELATED CERTIFICATIONS

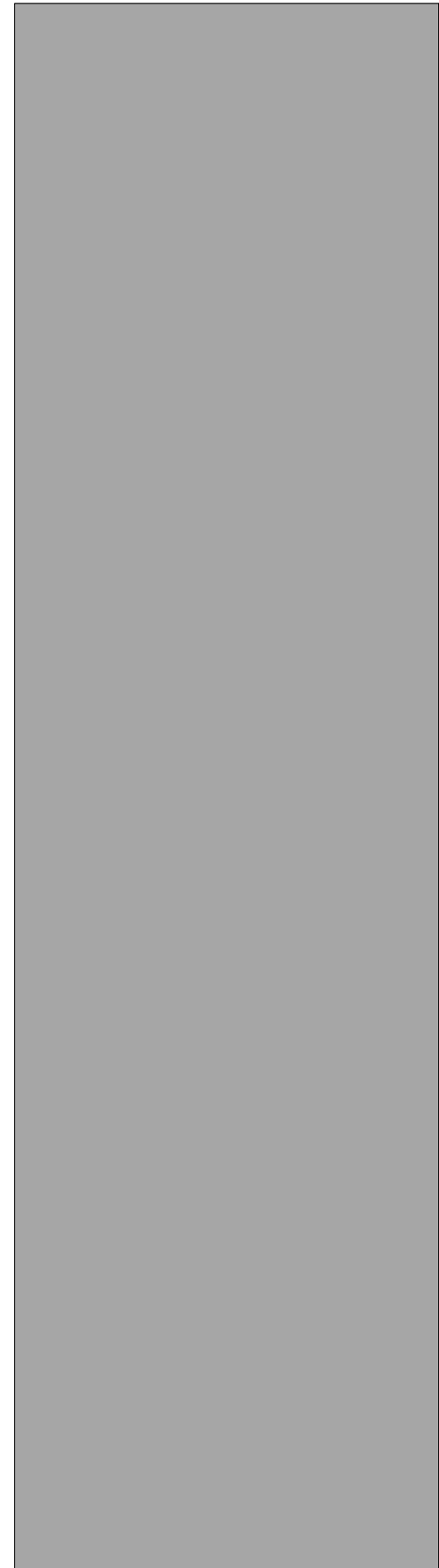
SAP Environment, Health, and
Safety for Operational Sustainability
(2021 Edition)

- 2023 *Historical Resource Research Report for 2954 Chatsworth Boulevard | San Diego, California* 2023 *Historical Resource Research Report for 637 Arenas Street | La Jolla, California.*
- 2022 *Determination of Historic Significance Report for 741-745 Orange Avenue | Coronado, California.*
- 2022 *Determination of Historic Significance Report for 737 Orange Avenue | Coronado, California.*
- 2022 *Determination of Historic Significance Report for 440 Pomona Avenue | Coronado, California.*
- 2022 *Determination of Historic Significance Report for 210 E Avenue | Coronado, California.*
- 2022 *City of La Quinta Historic Resource Survey and Context Statement | La Quinta, California.*
- 2022 *Determination of Historic Significance Report for 440 Pomona Avenue | Coronado, California.*
- 2022 *Determination of Historic Significance Report for 210 E Avenue | Coronado, California.*
- 2022 *3112 Curtis Street Mills Act Application | San Diego, California.*
- 2022 *The Muse Mills Act Application | La Jolla, California.*
- 2022 *Post Rock Resources of Kansas National Register Nominations.*
- 2021 *Olson Townhomes Historic Architectural Evaluation | Huntington Beach, CA.*
- 2019-2021 *GIS Mapping of Historic-Era Built Environment Cultural Resources within the SCE Service Territory | Mono, Tulare, Inyo, Kern, Ventura, Los Angeles, San Bernardino, Riverside, and Orange Counties, California.*
- 2021 *Post Rock Resources of Kansas Survey and Multiple Property Documentation Form; Lincoln, Mitchell, Rush, and Russell Counties, KS.*
- 2021 *GIS Mapping for the To Kalon Vineyard Patent Litigation Project | Hunton Andrews Kurth, LLP; Napa Valley, California.*
- 2021 *Determination of Historic Significance Report for 135 I Avenue | Coronado, California.*
- 2021 *Determination of Historic Significance Report for 777 B Avenue | Coronado, California.*
- 2021 *Determination of Historic Significance Report for 1425 7th Street | Coronado, California.*
- 2021 *Historical Resource Designation and Mills Act Application for 2275 Evergreen Street | San Diego, California.*
- 2019-2021 *Southern California Edison Company Transmission Line Rating and Remediation Program Ivanpah - Control Transmission Corridor, Historic-Era Built Environment Survey Report | Inyo, Kern, and San Bernardino, Counties, California. and Clark County, Nevada.*
- 2019-2021 *Southern California Edison Company Transmission Line Rating and Remediation Program Kern River to Los Angeles Transmission Corridor, Historic-Era Built Environment Survey Report | Kern and Los Angeles Counties, California.*
- 2020-2021 *Southern California Edison Company Transmission Line Rating and Remediation Program Eldorado-Pisgah-Lugo Transmission Corridor, Historic-Era Built Environment Survey Report | San Bernardino County, California.*
- 2020-2021 *Southern California Edison Company Transmission Line Rating and Remediation Program Control-Silver Peak Transmission Corridor, Historic-Era Built Environment Survey Report | Inyo and Mono Counties, California*
- 2020 *Historic Property Survey Report, Rancho Miramonte Project | Chino, California.*
- 2020 *Historic Site Designation Report for 4350 Nabal Drive | La Mesa, California.*





- 2020 *Historic Resource Research Report for 4630 Date Avenue | La Mesa, California.*
- 2020 *Historic Resource Research Report for 2956 Roosevelt Street | Carlsbad, California.*
- 2020 *Historic Resource Research Report for 5930 Division Street | San Diego, California.*
- 2020 *Middle Ranch Pipeline Historic Resource Analysis Report | Santa Catalina Island, California.*
- 2019 *California's Mojave Desert Region Cultural Landscape Survey, Eligibility, Documentation and Mapping Project | Mojave Desert, California.*
- 2018 *Owens Valley, California Historic Cultural Landscape Survey, Eligibility Documentation and Mapping Project | Owens Valley, California.*
- 2018 *Kern County Region Historic Agricultural Landscape Survey, Eligibility, Documentation, and Mapping Project | Kern County, California.*





Civil & Environmental Consultants, Inc.



Village of McFarland

PROFESSIONAL CONSULTING SERVICES FOR INTENSIVE HISTORIC PROPERTY SURVEY

Project 357-484
December 12, 2025



December 12, 2025

Mr. Kong Thao
Associate Planner
Village of McFarland
5915 Milwaukee Street
PO Box 110
McFarland, WI 53558
Via email:
Kong.Thao@mcfarland.wi.gov
Andrew.Bremer@mcfarland.wi.gov

Subject: Proposal for Professional Cultural Resource Services
Intensive Historical Property Survey
McFarland, Dane County, Wisconsin
CEC Project # 357-484

Dear Mr. Kong Thao:

Civil & Environmental Consultants, Inc. (CEC) appreciates the opportunity to present this proposal to the Village of McFarland to provide an intensive level historical property survey in McFarland, Wisconsin. Services will include the following.

- Preparation of public meeting/engagement documentation.
- Conducting a Reconnaissance phase of the survey to identify and photograph resources that are 40 years or older and retain sufficient integrity to be considered eligible for the National Register of Historic Places (NRHP).
- Completion of the Intensive phase of the survey which will involve site-specific research on all resources considered potentially eligible for the NRHP, individually or as districts.
- Data entry documenting the results of both phases of the survey into the Wisconsin Historic Preservation Database (WHPD).
- Completion of a final Intensive Survey Report.

CEC appreciates this opportunity to work with the Village of McFarland and looks forward to working toward the successful completion of this project. Please contact us via email to Sarah at sterheide@cecinc.com if you have any questions regarding this proposal.

Sincerely,

CIVIL & ENVIRONMENTAL CONSULTANTS, INC.

Sarah Terheide, MA
Project Manager

Maria Smith, PhD, RPA
Archaeology Primary Investigator

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APPENDICES

A	Terms and Conditions
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1.0 Qualifications and Experience

1.1 Firm Overview

CEC is a full-service engineering and environmental consulting firm with more than 1,600 team members, nine primary practices and service offerings, and 34 offices nationwide. CEC is consistently ranked on Engineering News-Record's annual lists of the Top Design Firms and Top Environmental Firms in the nation. Our presence within the cities and towns where we work positions us to undertake and complete assignments in a timely, organized, and responsive manner, provides us with first-hand knowledge of local stakeholders and unique needs and challenges of our communities.



1.2 Cultural Resource Excellence

Understanding the cultural landscape of a project area requires a comprehensive and collaborative approach. CEC offers services to help you identify and evaluate cultural resources early in the development process. Our proactive strategy supports compliance with regulatory requirements, fosters meaningful stakeholder engagement, and ensures that cultural heritage is thoughtfully considered in project decision-making. Our team is dedicated to preserving your community's historic resources and character. We offer strategic planning and creative outreach solutions that help communities celebrate their heritage while navigating preservation goals with clarity and confidence. Our preservation planning services include:

- Master Planning
- Integrated Cultural Resource Management Plans
- Historic preservation tax credit counseling
- Stakeholder training
- Public outreach
- Content for informational brochures, exhibits, and signage
- Historical/cultural tourism planning
- Development of local ordinance
- Museum Services

CEC's cultural resources professionals comprise one of the firm's nine primary Practices. Our Cultural Resources Practice is staffed by 30 full-time specialists offering a full range of integrated services to address compliance with Sections 106 and 110 of the National Historic Preservation Act (NHPA), the National Environmental Policy Act, and other federal, state, and local regulations. Our archaeologists, ethnographers, architectural historians, and scientists meet or exceed the Secretary of the Interior Professional Qualifications Standards and work nationwide from multiple offices. Our team includes enthusiastic and seasoned practitioners with a record of completing high-quality investigations and leading Section 106 consultations with agencies, stakeholders, applicants, Tribal Nations, and local governments.





1.3 CEC Architectural History Team

CEC's architectural history team will lead all tasks for this project and utilize our experts in cultural resource services from various offices to complete the projects. CEC has a staff of architectural historians that meet or exceed the Secretary of the Interior standards, project historians, and full-time and as-needed technicians across our offices. This provides us with the capability to undertake and complete assignments with a timely, organized, efficient, and responsive project approach.

CEC cultural resource staff specialize in community engagement, tribal consultation, HPF grant processes, and the compliance process associated with Section 106 of the National Historic Preservation Act. The CEC team will function as an extension of the village in moving the project through the design process in a cost efficient, responsible, and timely manner.

CEC has been successfully conducting cultural resources work across the US for over 10 years. Our architectural history team has over 40 years of combined experience. CEC personnel draw on their past experiences to assist clients with the full range of cultural resources services from due diligence and field studies through NRHP listings and nominations. Our proactive approach to management allows us to anticipate challenges and provide solutions early.

Our cultural resources experts have completed hundreds of assessments across a broad range of historic resources from very simple to large and complex. These projects include the assessment of historic steel plants, surveys of historic downtowns, and viewshed analyses. The CEC Team understands and appreciates the technical requirements and complexities of historic property surveys and has worked on similar contracts in the past. We have: 1) a thorough understanding of preservation regulations, policies and procedures, 2) extensive experience with completing complex cultural resource assessments, and 3) a dedicated team of architectural historians, technical reviewers, and GIS professionals.

Our attention to project management, focus on schedule and cost control, and frequent communication will drive the execution of the project. Our team is structured for optimum performance with the primary goal of responsiveness. As project manager, Sarah Terheide, MA, will bring her eight years of cultural resource project management experience to her role. She has successfully completed dozens of architectural surveys across the US. Ms. Terheide will be directly involved with the project from start to finish. Lindsay Vogelaar and Emma Donaghy, MA, will serve as historians and architectural historians on this project. Maria Smith, PhD, RPA will serve as quality manager of this project and will review documents prior to their submission to the village.



1.4 References

City of Harrisonville

Name: Christina Davis, 300 East Pearl Street, Harrisonville, MO 64701

Phone: (816)-380-8900

Email: cstanton@harrisonville.com

Services provided: CEC completed the survey and reporting for Phase I of the City of Harrisonville's Architectural Survey. They documented approximately 141 primary resources and are awaiting final review. CEC's qualifications include our staff of cultural resource professionals who meet the Secretary of Interior's (SOI) professional qualifications.



Alfred Benesch & Company

Name: Sammie McCoy, 574 Franklin Rd., Suite 300, Franklin, TN 37079

Phone: (615)-370-6079

Email: smccoy@benesch.com

Services provided: CEC completed a Section 106 assessment, and Assessment of Effects for a pedestrian connector sidewalk project in the city of Portland, Tennessee. CEC surveyed 67 historic resources that were 45 years or older within the Area of Potential Effects (APE), and evaluated them for inclusion in the NRHP. CEC then completed an Assessment of Effects for NRHP-eligible resources within the APE.



Ameren Services

Name: Nancy Morgan, 2105 East State Route 104, Pawnee, IL, 62558

Phone: (309)-253-8500

Email: nmorgan@ameren.com

Services provided: CEC completed a survey of historic resources within the APE for a transmission line project in Logan County, Illinois. CEC evaluated 800 historic above ground resources for inclusion in the NRHP. The APE extended through rural portions of Logan County Illinois, and into the southeastern half of the city of Lincoln, Illinois. Additional in-depth archival research was also completed for a select number of the historic resources.



United States Steel Corporation

Name: Coleen Davis, 13th & Braddock Avenues, Braddock, PA 15104

Phone: (412)-273-4730

Email: cdavis@uss.com

Services provided: CEC completed extensive documentation of the Edgar Thomson Plant Project Icon Mon-Valley Works-Edgar Thomson Plant in Allegheny County, Pennsylvania. The lead agency for this project was the Pennsylvania Historical and Museum Commission (PHMC). This project involved a field survey of 66 contributing historic resources within the Steel Plant, extensive archival research into the history of the plant, and the completion of a 1,000-page report.



“CEC has been responsive, mindful of costs, and have addressed any obstacle or issue with sound judgement. They have proven an ability to work with City staff, contractors, and other stakeholders to resolve or eliminate problems. I consider them a very important part of the success of our projects. We have been pleased with the quality of work performed by CEC and the responsiveness of their staff. I would recommend CEC to any government agency looking for professional planning or engineering services.

– Joe Shuttleworth, Director of Parks and Recreation, City of Bridgeport

Our scope of services is based on the Request for Bids (RFB) provided by the Village of McFarland.

2.1 Project Understanding

The Village will hire an architectural historian (herein referred to as “consultant”) who meets the Secretary of the Interior’s Professional Qualifications to conduct an intensive-level architectural survey of historic resources within the corporate boundaries of McFarland, Wisconsin. The approximately 3,049-acre survey area is a combination of residential and commercial areas that includes more than 3,500 discrete parcels.

An intensive-level survey will permit the evaluation of the properties within the survey boundary as they relate to McFarland’s history and development in order to update the inventory of historic properties. A number of resources within this study area were previously evaluated by 1991 and 2019. This survey will include evaluating the change in the area since previous surveys and provide recommendations for future survey activities, including but not limited to identifying properties eligible for the NRHP.

2.2 Scope of Work

Meetings with McFarland and HPF Grant Manager and Preparation of Public Meeting Materials

Prior to fieldwork, CEC and McFarland will set up a time with the HPF Grant Manager or their designee to discuss the level of documentation and how resources will be recorded.

Following this meeting, CEC will submit survey methodology for approval by McFarland and the Wisconsin SHPO. This will describe the scope of the work, rationale of survey boundaries, proposed methodology, and expected results. This document will be submitted in a letter format.

CEC will attend no more than six virtual meetings with the Village. CEC will prepare documentation for three public meetings which will explain the project objectives, survey methodologies, and results. CEC will also invite public insight into their local history and resources.

Reconnaissance Phase Field Survey and Data Entry

In preparation for the Reconnaissance Phase of the survey, CEC will conduct research examining the history of the village and its architectural resources. Sources consulted will include historic aerials, plat maps, and topographic maps in addition to Dane County Assessor Records and recorded written and oral histories. Available architectural surveys and records recorded with the Wisconsin SHPO will also be consulted. This will allow CEC to identify areas containing resources aged 40 years or older, as well as their potential significance.

CEC will then conduct a windscreen survey to evaluate the integrity of resources within the identified areas from the literature review. Resources found to retain sufficient integrity to be considered potentially eligible for the NRHP will be photographed and documented in accordance with the guidelines presented in the SHPO’s Intensive Survey Manual. Architecture and History Inventory (AHI) Records will be completed for each surveyed resource and uploaded to the WHPD.

CEC will submit high resolution (at least 1600 X 1200 pixels; at least 300 dpi) color photographs of each surveyed property in digital JPEG format. Draft digital images will be labeled by street address, but final digital images will be labeled in accordance with NRHP standards. Photographs will be taken to avoid as much obstruction to the properties as is feasible. Additional photographs of different elevations at the properties will be taken. If a property has a complex footprint, additional photographs will be taken to



adequately capture all publicly viewable elevations. If a property has secondary resources an additional photograph will be taken for each resource unless the secondary resource is clearly visible in the photograph of the primary resource. If a known outbuilding is not visible from the public right-of-way, its presence should be indicated on the survey form with an explanation why photography was not possible. All photographs will be taken from the public right-of-way.

CEC will create a boundary map showing the location of each property inventoried including addresses and the location of associated outbuildings. The map will show survey boundaries and boundaries for any potential NRHP districts. The contributing status of each property, including outbuildings, must be marked within the recommended historic district boundary (if applicable). Likewise, individually eligible, or previously listed properties must be noted. Any mapping will be submitted electronically in a pdf format along with the survey report.

Intensive Phase Research

CEC will prepare a historic architectural report that meets the SHPO's "Intensive Survey Manual". An intensive-level of research will be conducted on resources considered potentially eligible for the NRHP. This research will include consulting additional primary and secondary resources including historic newspapers, property abstracts, local histories, deed records, and individual accounts. CEC will prepare a letter to mail out to landowners requesting any information they'd like to share on the history of their properties. These letters will be mailed out by the Village during the research phase of the project.

On-site visits will be made to the McFarland Historical Society and to the E.D. Locke Public Library to search for other relevant primary and secondary records.

Intensive Phase Survey Report

CEC will prepare a historic architectural report that meets the SHPO's "Intensive Survey Manual". This report will describe the scope and scale of the survey; methodology of the project a brief history of the development of the surveyed neighborhood(s), provide historic contexts for evaluation of the resources under NRHP criteria as applicable; describe and analyze property types within the resources surveyed; discuss the rationale for evaluation; and make recommendations for future NRHP listings (individual and districts if any) and survey activities. Recommendations for NRHP listing will identify potential areas, levels, periods of significance, and provide an explanation supporting eligibility. A PDF of the draft report will be sent to the Village of McFarland and the HPF Grant Manager or their designee for review. Any revisions requested by the Village of McFarland and the HPF Grant Manager or their designee will be addressed and resubmitted within two weeks of receipt

Assumptions

The successful completion of the project and estimated costs are based on the following assumptions.

- CEC assumes that the survey area will not extend greater than the 3,049-acre study area outlined in the RFB.
- It is assumed that CEC will attend no more than six virtual meetings with the HPF grant manager and/or the Village of McFarland
- CEC assumes that all fieldwork can be done in one mobilization and there will be no weather delays or land access problems.
- It is assumed that the survey and on-site archival research can be completed in five 9-hour field days by a qualified Architect Historian assisted by one technician (including travel time).
- CEC assumes that no more than 80 historic resources will be documented at an intensive level during the survey. If the resources exceed this amount, an additional cost will be provided based on CEC rates.
- CEC assumes that previously surveyed resources will be excluded from the survey.





Sarah Terheide, MA
Project Manager
8 YEARS OF EXPERIENCE

Sarah is a Secretary of the Interior (SOI) qualified architectural historian and archaeologist experienced in cultural resource management. She has extensive experience conducting surveys of above ground historic resources for compliance with Section 106, including identifying historic resources in the field, recording architectural details, and taking detailed photographs of all public facing elevations of the properties. She is experienced in delineating an Area of Potential Effects (APE) for a variety of projects, evaluating historic resources for the National Register of Historic Places (NRHP), and developing historic contexts within cities and rural locations throughout the midwestern US. In addition to her undergraduate career in history and her graduate career in anthropology and archaeology, she completed additional coursework in American Architectural History. She applied these skills to successfully complete Historic Property Reports reviewed by state and federal agencies, while she continues to volunteer as a museum docent, interpreting complex local history topics.



Maria Smith, PhD, RPA
Quality Control Manager
11 YEARS OF EXPERIENCE

Maria is a registered professional archaeologist and a US Secretary of the Interior-qualified archaeologist experienced in cultural resource management, working in private consulting, with the NPS, in museums, and archives. She has been federally trained on NAGPRA, NEPA, and Section 106 and 100 of the NHPA. She has been an archaeological principal investigator since 2016 and has led teams of archaeologists, conducted artifact analysis, wrote permit applications, consultation letters and reports, and has presented findings in peer-reviewed publications and at professional conferences. Ms. Smith has participated in community meetings and has worked with indigenous communities. She has developed virtual and physical exhibits, created publicly accessible storymaps, conducted oral histories, and created walking tours related to the history of marginalized communities. As a textile specialist, she conducted textile analysis on archaeological collections from the US, Peru, and Barbados.



Lindsay Vogelaar
Architectural Historian
2 YEARS OF EXPERIENCE

Lindsay is a dedicated history technician currently pursuing an MA in Public History, in the Historic Preservation and Cultural Resources Management track, at Middle Tennessee State University. She holds a BA in History from the University of Central Florida (2013) and has a publication in FCH Annals: Journal of the Florida Conference of Historians (2015). Lindsay gained valuable experience as a volunteer docent at the Orange County Regional History Center in Orlando, FL, where she developed a passion for historic preservation. She has experience conducting historic structure field surveys and writing architectural descriptions for surveyed properties. Additionally, Lindsay has 11 years of expertise in Records and Information Management (RIM), showcasing her comprehensive skills in managing and preserving records.



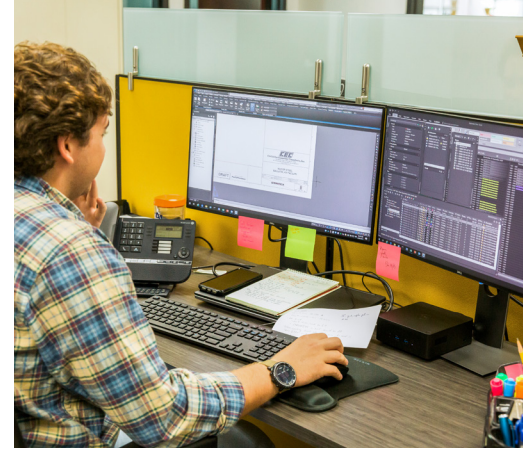
Emma Donaghy, MA
Architectural Historian
2 YEARS OF EXPERIENCE

Emma is a Secretary of the Interior (SOI) qualified architectural historian experienced in archival research, writing, and museum curation. She has an MA in public history from Indiana University Indianapolis and BA's in History and Spanish from the University of Louisville. She has conducted surveys of above ground historic resources for compliance with Section 106 of the National Historic Preservation Act of 1966 as amended through December 16, 2016. She identifies historic resources in the field, records architectural details, and takes detailed photographs of all public facing elevations of the properties. She is experienced in evaluating historic resources for the NRHP, authoring NRHP nominations, and develops local historic contexts throughout the Midwest and Upper South regions of the US. She completed historic preservation coursework, including advanced study in American architectural styles, historic preservation law and policy, and NRHP evaluations.

CEC professionals pride themselves on providing superior service to all of our clients. CEC understands that providing superior service means completing high-quality work in a timely and cost-effective manner. In order to ensure this happens, CEC maintains a Quality Assurance Program (QAP) that addresses the various aspects of its professional, technical, and support activities. It is the objective of this program to maintain the quality of all company activities, particularly service to clients. This program is subject to continuing review, and modifications are made as required to reflect changes in the company organization or operation, or to clarify or improve the program.

All of our offices follow a company-wide set of quality standards that focus on document and drawing preparation, work procedure and equipment use, employee and project safety, project management and records, as well as communications and client confidentiality. These quality standards are reviewed and revised by a multi-office team of experienced professionals on a regular basis. This multi-office team is tasked with understanding and improving our internal standards while looking to our clients and project services to track and implement new and changing trends and standards.

Our goal and objective are consistent delivery of quality services driven by our people, focused on our clients. CEC maintains a QA/QC program with approvals noted by an internal signoff procedure. Proposals, reports, drawings, specifications, and project communication letters have two signatures. The review and signature process is outlined in the QAP, with senior managers in the firm who have technical expertise responsible for review and sign-off on deliverables. It is CEC's policy for senior managers to hand-sign all reports, letters, and other documents issued by CEC to indicate completed review and approval.



5.0 Village Staff Commitments



Civil & Environmental
Consultants, Inc.

CEC anticipates that Village staff will conduct and attend the public meetings listed in the RFB, while CEC will only prepare documentation for the meeting explaining project objectives, survey methodologies, and results. In addition, CEC anticipates that the Village will provide existing zoning GIS and property assessment data.



6.0 Project Schedule

CEC can initiate the Reconnaissance Phase of this project within two weeks of notice to proceed from the Village. Survey data will be uploaded to the WHPD within four weeks of completion of fieldwork. The following timeline is proposed based on the contractor selection date indicated in the RFB as February 27, 2026.

Reconnaissance Phase Survey Completed: **April 3, 2026**

Reconnaissance Survey Data entered in the WHPD: **May 1, 2026**

Intensive Phase Research and Data Entry Completed: **July 3, 2026**

Draft Intensive Survey Report Completed: **October 2, 2026**

Final Intensive Survey Report Completed: **February 26, 2027**





Labor Costs

Classification	Rate	Public and Client Meetings	Field Prep/ Preliminary Research	Reconnaissance Field Survey and Archival Research	Inventory Records	Final Intensive Survey Report	Hours Per Classification	Labor Subtotals
Project Manager I	\$124	-	4	-	-	8	12	\$1,488
Architectural Historian II	\$90	12	8	45	6	50	121	\$10,890
Architectural Historian Field Technician	\$70	4	4	45	80	-	133	\$9,310
GIS Analyst	\$77	-	-	-	8	8	16	\$1,232
Administrative Assistant/QA	\$70	2	-	-	-	4	6	\$420
Hours Per Task		18	16	90	94	70	288	\$23,340

Direct Expenses

Category	Quantity	Rate	Subtotal
Hotel (field survey)	8 (2 people x 4 nights)	\$112	\$896
Per diem (field survey)	10 (2 people x 5 days)	\$68	\$680
Vehicle (field survey; per day)	5 (1 vehicle x 5 days)	\$110	\$550
TOTAL			\$2,126

Labor Costs	\$23,340
Direct Expenses	\$2,126
Technology and Office Service Fee (TOSF)	\$934
Total	\$26,400

The costs for the different tasks are summarized as follows:

Public and Client Meetings	\$1,600
Field Prep and Preliminary Research	\$1,600
Reconnaissance Field Survey and Archival Research	\$9,600
Inventory Records	\$7,000
Final Intensive Survey Report	\$6,600
Total	\$26,400

CEC's estimated cost exceeds the budget outlined in Village of McFarland's RFB due to the volume of parcels included in the survey and our anticipation of intensive-level documentation for up to 80 parcels.

Professional services will be invoiced as a lump sum for the work. CEC will obtain approval from the Village of McFarland for revisions to our scope of services or costs, if necessary, under a change or additional services order.

Reimbursable expenses, including subcontracted services, will be invoiced at cost, plus a 10 percent administrative fee. A TOSF, equivalent to three percent of professional fees, will be added to each invoice for project expenses associated with software, computer technology, and incidental office expenses. CEC will obtain written approval from McFarland for all revisions to our scope of services and associated costs, if necessary, as the project progresses.

If project conditions are different from those assumed herein or additional services appear necessary during the execution of services such that our estimated fee is expected to be exceeded, your office will be contacted to discuss these conditions and anticipated changes to our fee estimate. The fee will change based on the rates tabulated above.

A. Terms and Conditions

Civil & Environmental Consultants, Inc.
Requests for Exceptions
Village of McFarland Request for Bids
Intensive Historical Property Survey
CEC Project Number 357-484

VILLAGE OF MCFARLAND CONTRACT

VIII. INSURANCE.

- A. PROVIDER shall indemnify, hold harmless and defend (to the extent of coverage under the Commercial General Liability provided pursuant to this Agreement) VILLAGE, its boards, committees, agencies, officers, employees and representatives against any and all liability, loss (including, but not limited to, property damage, bodily injury and loss of life), damages, costs or expenses which VILLAGE, its officers, employees, agencies, boards, commissions and representatives may sustain, incur or be required to pay ~~by reason of~~ to the extent caused by PROVIDER's negligent acts or omissions in the course of furnishing the services or goods required to be provided under this Contract, provided, however, that the provisions of this paragraph shall not apply to liabilities, losses, charges, costs, or expenses to the extent caused by or resulting from the negligent acts or omissions of VILLAGE, its agencies, boards, commissions, officers, employees or representatives. The obligations of PROVIDER under this paragraph shall survive the expiration or termination of this Contract. Any duty to defend for professional liability claims will be satisfied by reimbursement of defense costs to the proportionate extent of PROVIDER's liability.

Reasoning: Professional liability insurance provides coverage for indemnity claims to the extent of the indemnitor's negligence. Professional liability insurance does not provide a defense to the indemnitee, but rather reimburses defense costs to the proportionate extent of the indemnitor's negligence.

B. Professional Liability.

PROVIDER agrees to maintain Professional Liability insurance at a limit of not less than \$1,000,000 per occurrence claim and in the aggregate. The policy shall list VILLAGE as an Additional Insured.

Reasoning: Professional Liability insurance is written on a claims-made basis rather than occurrence basis, and does not allow for additional insureds to be named.

- C. Upon execution of this Contract, PROVIDER shall furnish VILLAGE with a Certificate of Insurance listing VILLAGE as an additional insured (except for Workers' Compensation and Professional Liability insurance) and, upon request, certified copies of the required insurance policies. If PROVIDER's insurance is underwritten on a Claims- Made basis, the Retroactive Date shall be prior to or coincide with the date of this Contract. The Certificate of Insurance shall state that professional malpractice or errors and omissions coverage, if the services being provided are professional services, is Claims- Made and indicate the Retroactive Date,

and PROVIDER shall maintain coverage for the duration of this Contract and for six (6) years following the completion of this Contract. PROVIDER shall furnish VILLAGE, annually on the policy renewal date, a Certificate of Insurance as evidence of coverage. It is further agreed that PROVIDER shall furnish the VILLAGE with a 30-day notice of aggregate erosion, in advance of the Retroactive Date, cancellation, or renewal. It is also agreed that on Claims-Made policies, either PROVIDER or VILLAGE may invoke the tail option on behalf of the other party and that the Extended Reporting Period premium shall be paid by PROVIDER. In the event any action, suit or other proceeding is brought against VILLAGE upon any matter herein indemnified against, VILLAGE shall give reasonable notice thereof to PROVIDER and shall cooperate with PROVIDER's attorneys in the defense of the action (to the extent of coverage under the Commercial General Liability provided pursuant to this Agreement), suit or other proceeding. PROVIDER shall furnish evidence of adequate Workers' Compensation Insurance, if required. In case of any sublet of work under this Contract, PROVIDER shall furnish evidence that each and every subcontractor has in force and effect insurance policies providing coverage identical to that required of PROVIDER.

Reasoning: Workers' Compensation and Professional Liability insurance is written do not allow for additional insureds to be named. Professional liability insurance does not provide a defense to the indemnitee, but rather reimburses defense costs to the proportionate extent of the indemnitor's negligence.

CEC requests the following additions to the contract terms:

XII. MISCELLANEOUS.

- H. Allocation of Risk. Except for liability arising from PROVIDER's gross negligence or willful misconduct and indemnity obligations for third party claims for personal injury or property damage, PROVIDER's liability is limited in the aggregate to the minimum insurance provided under this Agreement.
- I. Mutual Waiver of Consequential Damages. Except for PROVIDER's indemnity obligations for third party claims for personal injury and property damage, VILLAGE and PROVIDER waive any claim against each other for consequential, indirect, special, or punitive damages.

Reasoning: Professional services agreements typically contain a limit of liability and mutual waiver of consequential damages to fairly allocate risk. This language includes those items, but with certain carveouts to protect the Village.



Civil & Environmental
Consultants, Inc.

433 North Capitol Avenue, Suite 200, Indianapolis, IN 46204 | www.cecinc.com


VILLAGE OF
McFarland
SUMMARY SHEET

MEETING DATE: Tuesday, January 20, 2026

SECTION: Business

DEPARTMENT: Community Development

CONTACT: Andrew Bremer, Comm & Eco Dev Director, Kong Thao, Associate Planner

AGENDA ITEM: Discussion and action to recommend to the Village Board to approve a purchase order for six outdoor community history signs and installation at Arnold Larson Park.

PREVIOUS ACTION:

[August 3, 2023](#) - Landmarks Commission discussed establishment of outdoor community history signs, including review of representative images, potential sign locations and cost estimates.

[October 30, 2023](#) - Staff presented initial drafts of four signs (Natural Resources, Paleo-Indians & Effgy Mounds, Early European Settlers, Early Establishments in McFarland) to the Commission requesting feedback and recommendations.

[January 30, 2024](#) - Staff presented the Commission updates on cost estimate comparison, sign sizes, sign themes and content, and proposed site locations. Staff recommended Vacker Sign as the preferred vendor of choice due to their affordable rates and design features. The Commission's discussion affirmed the location of the four proposed signs in the semicircle area of Arnold Larson Park with the possibility of two future signs. The Commission's comments included verifying sign themes (Ice Age/Paleo-Indians, Mound Builders, Early European, Early Businesses), mockup scaling, appropriate image captions and cited sources, including feedback from the Indigenous Solidarity Collective of McFarland (ISCM) on the Native American content, and consistency of sign formatting among all mockups.

April 8, 2024 - Landmarks Commission tabled action to recommend the Village Board approve the purchase order for sign fabrication to consider additional sign amendments.

[May 21, 2024](#) - Landmarks Commission discussed latest update to mock up sign text and designs, pending Sign 2: Native Americans for collaboration with ISCM.

[September 4, 2024](#) - Landmarks Commission recommended Village Board approval of purchase order for four outdoor community history signs at Arnold Larson Park for Staff to revise the sign as needed based on input from the Ho-Chunk Nation for Sign 2.

[September 10, 2024](#) - Village Board approves purchase order for the outdoor community history signs with the condition that Staff obtain input for Sign 2: Native Americans from representatives of the Ho-Chunk Nation and revise the sign as needed prior to ordering the signs.

[October 9, 2025](#) - Landmarks Commission discussed updated sign content and layout, affirming changes made.

ISSUE SUMMARY:



Community History Sign Update

At the Landmarks Commission's September 4, 2024 meeting, the Commission recommended approval of the purchase order for the 4 historical signs conditioned on Staff to obtain input from the Ho-Chunk Nation for Sign 2: Native Americans. Staff received a letter from the Ho-Chunk Nation in January 2025. With comments received, the Communications Director assisted in the update to Sign 2, utilizing input from the Ho-Chunk representative and prior input from the Commission and Indigenous Solidarity Collective of McFarland, ISCM. In conclusion, Staff found it more appropriate to include the story of the Indigenous People across two signs instead of one, shifting the subsequent signs down one position. Staff shared the revised Sign 2 & 3 with representatives of the Ho-Chunk Nation and received positive feedback about the changes made. Continuation of this approach brought the total to 5 signs. At the October 9, 2025 Landmarks Commission meeting, the packet included an updated sign concept, sign location layout, and budget. Feedback from the Commission was in consensus of the changes made to Sign 2 and the new Sign 3 while adding a sixth sign to balance the number of signs.

Discussion on the sixth sign, included Badger Petroleum, lake houses and cottages from Sign 5. The packet includes the latest sign concepts for Signs 1 through 6. The Communications Director assisted again in the design of all signs. The following signs are renumbered and listed below:

1. Sign 1: Ice Age
2. Sign 2: Early Native Americans
3. Sign 3: Ho-Chunk Nation
4. Sign 4: Early European Settlers
5. Sign 5: Early McFarland Business
6. Sign 6: Badger Petroleum

The purchase order for the signs can be completed within the first quarter of 2026 with installation to be delayed until Spring 2026 given weather conditions. The Landmarks Commission's recommendation for approval to the Village Board on September 4, 2024 did not include the two additional signs, only completion of a purchase order and updates to Sign 2 Native Americans following feedback. Staff recommend an updated recommendation of approval to the Village Board given the changes made and the total of 6 signs.

Next steps

The following tentative schedule is provided for the project assuming approval. Some of the items mentioned do not include a specific date or deadline, but are identified as milestones to be achieved.

- January 27, 2026. Village Board meeting to take action on the Landmarks Commission recommendation.
- February 2026. Completion of purchase order from Vackers.
- March-May 2026. Receive completed signs and installation of signs when the weather is appropriate.
- May-June 2026. "Ribbon cutting event".



FINANCIAL/BUDGET IMPACT:

The Capital Improvement Budget included \$15,000 from 2023 and \$25,000 in 2024, totaling \$40,000. The budget was used to fund the purchase order of 19 historic property plaque signs, totaling \$22,600 with six signs funded by TID #4. Additionally, the budget included a joint purchase order with the McFarland School District for four Land Acknowledgment Plaques at \$2,091/sign, installed at the Public Safety Center, Municipal Center, Public Library and Public Works buildings. All of these signs have been installed.

The packet includes an updated estimate received from Vackers on September 29, 2025 for five signs totaling \$7,025, approximately \$1,405/sign. For a sixth sign, the Vacker representative stated the rate for materials was the same but to budget an additional 15% for shipping fees.

The updated Table B summarizes the mentioned costs, allocated expenses, and other material costs such as 4x4 treated lumber and cement. For the addition of two signs, the expected total for six signs remains within budget.

Project Budget	\$50,800.00
Historic Property Signs	\$33,575.00
Land Acknowledgement Plaques	\$8,363.80
Misc. Installation Expenses	\$262.50
Community History Signs (Vacker Estimate)	\$8,388.75
Project Budget Balance	\$209.95

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

Sec. 62-399. - Recognition of historical structures and historic sites.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Recommended motion:

Motion, and second, to recommend to the Village Board approval of a purchase order for six outdoor community historical signs and installation at Arnold Larson Park.

ATTACHMENTS:

1. Community Sign Designs (FINAL MOCKS FOR 1.20.26)
2. Vacker_Inc_Estimate_9.29.2025
3. Ho-Chunk Nation Letter on McFarland Historical Signage_01.07.2025

Arnold Larson Park



March 29, 2023

 Parcels

0 40 80 160 Feet



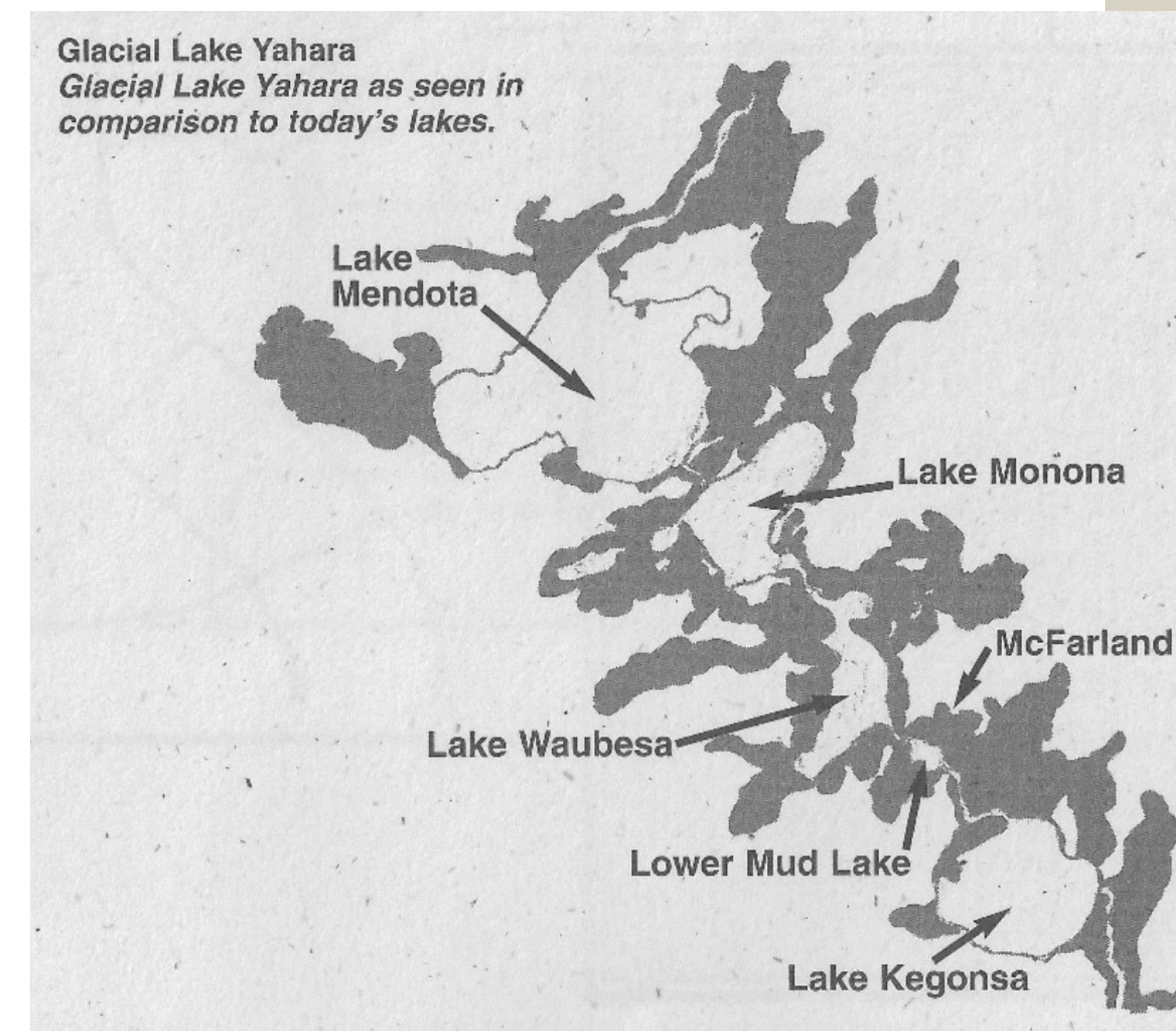
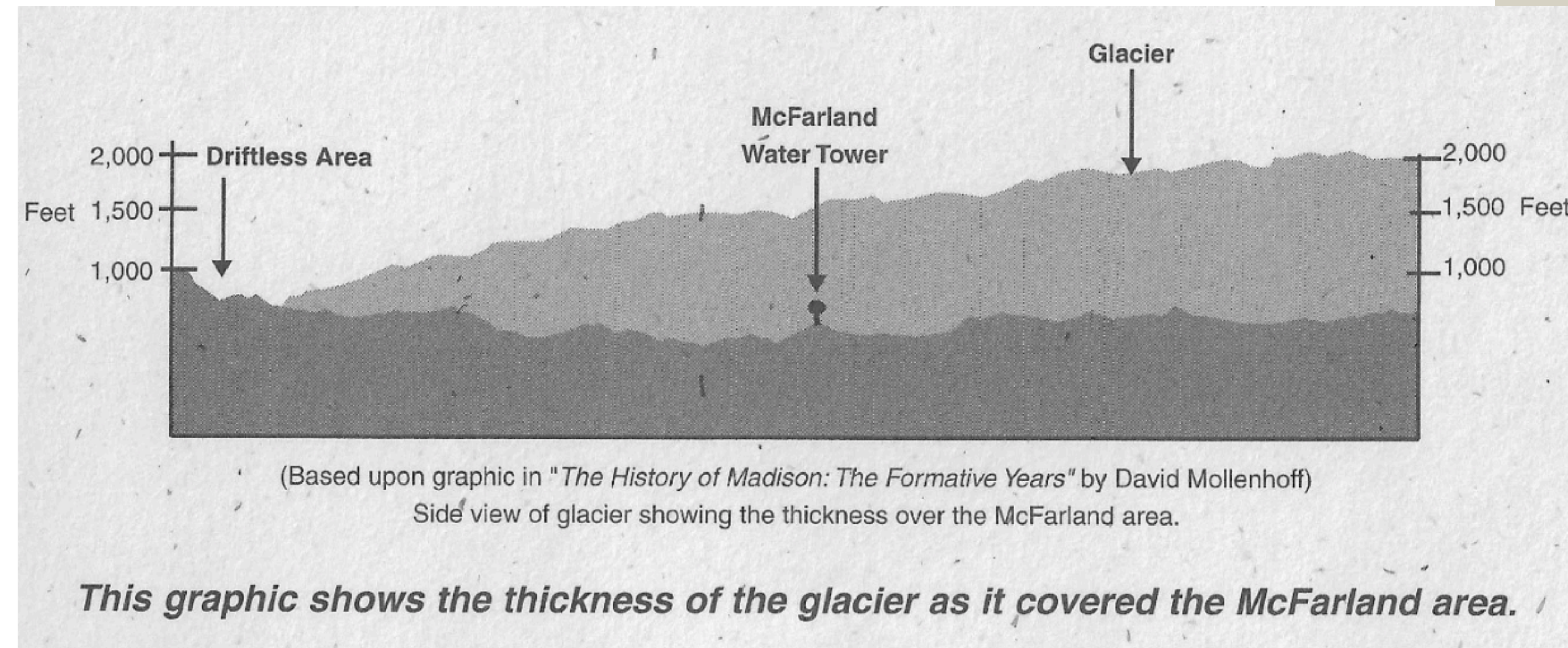


Ice Age

Glaciation has occurred several times during the earth's history. It was during the last ice age, which ended approximately 12,000 to 13,000 years ago, that glaciation modified the McFarland landscape, shaping it into what we know today.

During the last ice age, a glacier covered the entire McFarland area as it moved southwest at a rate of about one kilometer (approximately two-thirds of a mile) per year, coming to a stop only ten miles southwest of where McFarland sits today. A pocket of southwestern Wisconsin, including western Dane County, was not covered by the last glacier. That rugged hilly section of Wisconsin, part of a region referred to as the Driftless Area, offers us a glimpse at what the McFarland area looked like before the glacier reshaped the landscape.

As the climate warmed, the glacier slowly retreated from the McFarland area, scraping and gouging the earth as it moved and creating hills called drumlins. The drumlins were formed, either through the direct deposit of material by glacial ice, or through the erosion and scraping of surrounding material, leaving the drumlins as remnants. This process took place under fairly thick ice—the ice covering the region during glaciation is believed to have been somewhere between 450 and 1,500 feet thick, reaching heights much taller than that of the present-day water tower that sits atop the drumlin found in McFarland's Indian Mound Conservancy.



The Yahara River and connecting lakes are additional products of the most recent ice age. As the glacier retreated, it not only created high points, such as the drumlins, but also gouged deep depressions in the earth, which eventually became Lake Waubesa, Mud Lake, and the surrounding marshes.

The post-glacial Yahara River did not initially fill these depressions to form the idyllic four-lake setting we know today. Rather, an ice dam south of the area caused glacial runoff to flood the Yahara River, forming one large body of water known as Glacial Lake Yahara. This massive lake extended from south of Lake Kegonsa to north of Lake Mendota, covering an area of more than 26,000 acres.

As the land recovered from the severe brutality of the glacier, vegetation soon began to grow and spread. Rich in natural resources, the McFarland area soon became a magnet for animals and humans alike.



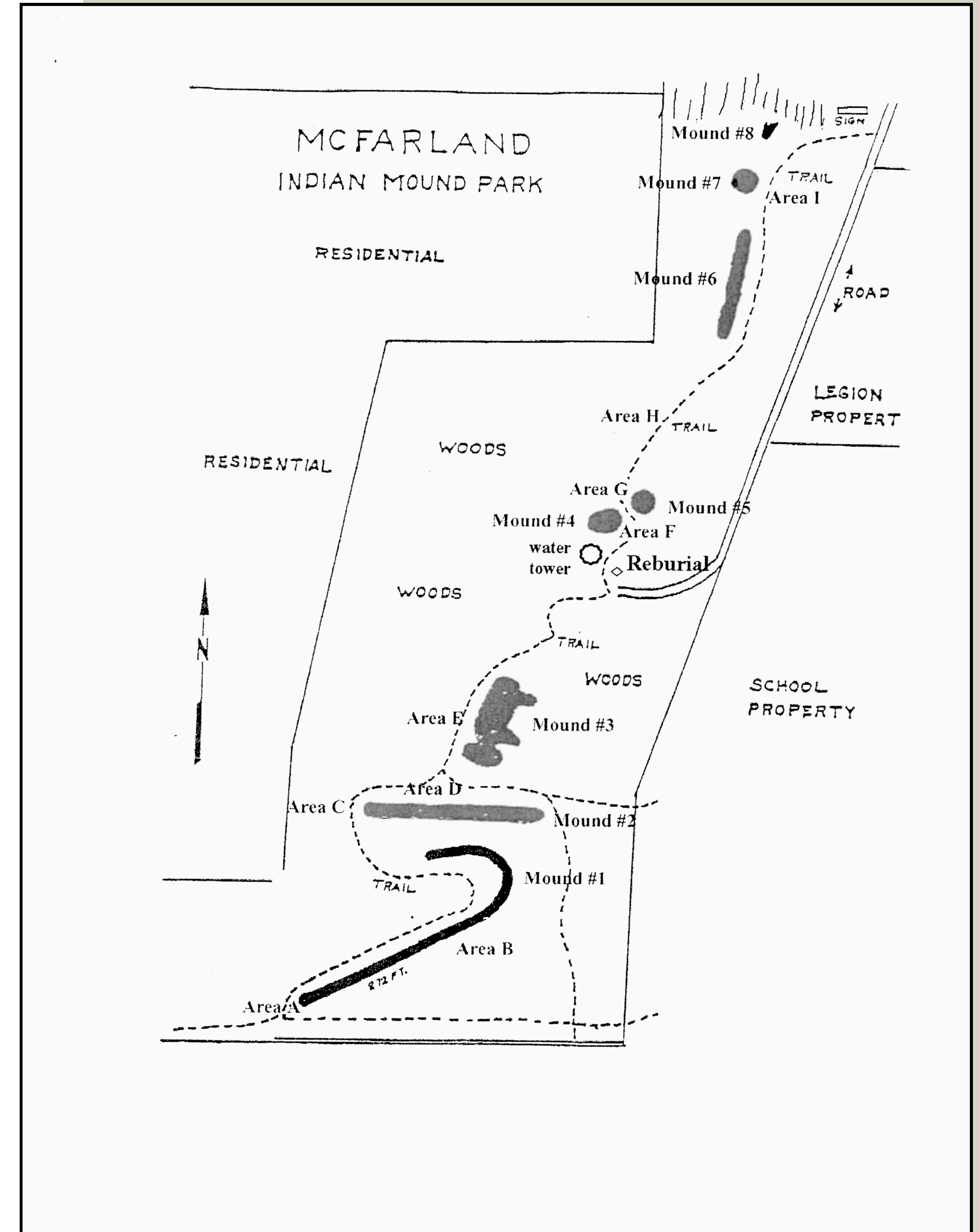
Early Native Americans

The first people to inhabit this transformed land after the last glacier receded are known as the Paleo-Indians. They were nomadic hunters, using finely-made stone projectiles or spear points. The Paleo-Indians were skilled at hunting big game, including woolly mammoths and mastodons. These people may not have been permanent inhabitants of the area, but they kept returning, as the land provided an abundance of natural resources.

As the centuries progressed, the climate warmed, and the vegetation and wildlife gradually changed. Conifer forests gave way to deciduous woods and prairies, while the large mammals disappeared and were replaced by smaller game animals, such as deer. The people in this area at that time, around 700 BCE, are known as the Woodland Culture. They began to make pottery and cultivate plants, and growing crops soon became an important part of their culture and way of life. They also began to settle in permanent villages along rivers and lakes.

These people are also known as the Mound Builders. They began burying their dead in small, round earthen mounds. As the culture evolved, people began constructing the effigy mounds in other shapes, often in the shapes of animals. One such animal-shaped effigy mound can still be found in McFarland's Indian Mound Conservancy (see Mound #3 on the provided map). Sadly, many of the burial mounds that once existed in this area were destroyed by European settlers and their descendants to make way for farming and development.

As the era of the Woodland Culture waned around 1,200 CE, other cultures followed, including the Ho-Chunk, who are direct descendants of the Mound Builders.



A map of the known effigy mounds in McFarland's Indian Mound Conservancy. Pedestrian trails within the conservancy, also depicted, were established to help preserve these sites by routing visitors around the mounds at a safe and respectful distance.

Map from the Village of McFarland Policy for Preservation & Maintenance of Native American Mounds (updated 2023).



Ho-Chunk Nation

According to their oral history, the Ho-Chunk originated at *Moogasuc*, the Red Banks, near Green Bay. The Ho-Chunk Nation eventually expanded further south, including into *Teejop*, the Four Lakes region of south-central Wisconsin.

The Ho-Chunk first encountered Europeans when Jean Nicolet, a Frenchman, landed at Red Banks in 1634. Shortly thereafter, other Frenchmen—primarily missionaries and fur traders—arrived in Wisconsin. While Ho-Chunk participation in vast local and long-distance trade networks had already led to the introduction of new diseases such as smallpox, the arrival of Europeans hastened their spread. At the same time, other First Nations fled to Wisconsin, hoping to escape the warfare occurring in the eastern Great Lakes region over monopoly of the beaver trade. These arrivals spurred tensions, sometimes resulting in outright battles over land and natural resources. The spread of disease and warfare resulted in a significant population decline for the Ho-Chunk, from approximately 5,000 people to as few as 600 in *Teejop*.

By the early 19th century, the Ho-Chunk were facing other encroachments on their homelands, this time from miners, early settlers, and the United States military. The first of several land cession treaties between the U.S. and Ho-Chunk was signed in 1829. Some of these treaties were negotiated in bad faith, with translators intentionally misrepresenting their terms, the U.S. government being deceitful about its intentions, or the purposeful selection of unauthorized individuals to represent the Ho-Chunk in negotiations. In an 1832 treaty, the Ho-Chunk were forced to cede *Teejop*. Decades of continued colonialist violence followed as the U.S. government repeatedly, though unsuccessfully, attempted to remove all Ho-Chunk people from Wisconsin. Thousands of Ho-Chunk people, most of them children and elders, were killed by violent or extrajudicial means, disease, exhaustion, starvation, or exposure to severe weather during this period.

Despite the threat of pursuit and execution, many of the Ho-Chunk remained in or returned to their homelands, hiding in austere conditions (such as swampy areas) or industriously forging relationships with neighbors or military officers so they might be allowed to stay. Today, their decedents form the Ho-Chunk Nation of Wisconsin, based in Black River Falls.



Top: Tribal lands c.1800, with present-day Native Nations shaded in gray

Bottom: Ho-Chunk Eagle Dance. Two Ho-Chunk men dance in front of two drummers as an audience looks on.



Early European Settlers

Once the United States took control of the land in this area, government surveyors began laying out townships. By the early 1840s, Yankees from the east and immigrants from Europe, mostly Norwegians and Germans, were buying acreages in the towns of Dunn, Pleasant Springs, and Blooming Grove from land speculators or from government land offices.

Most of the early settlers in the area were farmers. Life for them was not easy, as the land was difficult to clear and cultivate, and markets to purchase supplies and sell their own agricultural goods, primarily wheat, were far away. A round trip to the Milwaukee wheat market by ox cart took approximately two weeks.

It is assumed that the early settlers made the long trips to public markets once or twice a year, having more of a subsistent type of lifestyle rather than a commercial one. Despite hardships, more settlers, mostly Norwegian farmers, began arriving in the early 1850s. Around the same time, the railroad began advancing westward from Milwaukee, reaching Stoughton in the December of 1853.

During the winter and early spring of 1854, the first railroad tracks were laid through the area, reaching Madison on May 23. This allowed local farmers to take their crops directly to Madison, or to a depot that was located approximately two miles away in the Town of Dunn to have it shipped to the port of Milwaukee.



Ingebrigt and Helene Johnson, the first permanent Norwegian settlers in the Town of Dunn



William H. McFarland

Images from the McFarland Historical Society.

After a couple of years, the Milwaukee & Mississippi Railroad decided the depot in the Town of Dunn was poorly located and required replacement. The railroad company recruited one of its employees, William H. McFarland, to purchase 160 acres northeast of the Town of Dunn to erect a new depot and plat a surrounding community. He named both the depot and community after himself.

McFarland purchased the 160 acres on July 3, 1856. That fall, he had the land surveyed and had streets and lots platted. Just like that, the community of McFarland had found its beginnings.



McFarland's first train depot



Early McFarland Business

In the 1860s, the small, slow-growing hamlet of McFarland included a lumberyard, general store, blacksmith, livery, grain elevator, and, of course, the train depot. The establishment of the depot had given local farmers and those harvesting fish and ice from Lake Waubesa far greater access to rail transportation. Shipping goods to the Milwaukee and Chicago markets had suddenly become far less risky, creating new economic possibilities. The first local church, the McFarland Norwegian Evangelical Lutheran Church, was also organized within the decade, in 1867.

By the 1870s, local farmers were gradually shifting from wheat cropping to dairy farming. Many of the Norwegian farmers also began growing tobacco. These changes in farming habits resulted in removal of the grain elevator and the addition of tobacco warehouses along the railroad tracks, as well as the eventual construction of a creamery (1891) and a feed mill (c.1900).

A larger train depot was built directly across the tracks from the McFarland house in 1881, replacing the original depot. McFarland's first school building was constructed at the corner of Milwaukee Street and Broadhead Street in 1882. Also in the 1880s, a second religious group was organized, and the McFarland Methodist Church was built at the corner of Broadhead and Main Street.

The 1890s brought even more growth. Brick commercial buildings were built in the downtown area. A hardware and farm implement business, a harness shop, and a stockyard were built on Bashford Street along the railroad tracks in 1894.

Top and center images from the McFarland Historical Society. Bottom image from the Wisconsin Historical Society.



Top: Train depot and passengers

Center: Larson's Beach Resort (photo c.1970)

Bottom: Former general store on Exchange Street (photo c.1970)

One of the new buildings downtown was home to the Evans General Store starting around 1895. Harold Smedal joined the business in 1912 and eventually became the sole owner. By the late 1930s, the building had changed hands again and had reopened as a tavern. Located on Exchange Street, this locally-designated historic building still stands and is still an operational tavern as of 2026.

In 1899, local entrepreneurs purchased land on the eastern shore of Lake Waubesa, marking the beginning of the resort era. The McFarland area soon became known as a vacation destination, which it remained throughout the first four decades of the 20th century. The McFarland State Bank opened its doors on Main Street in 1905, the same year McFarland's population reached 299.

McFarland soon became a busy little hub, with the main north-south travel route for the region going down Main Street. In 1920, McFarland was incorporated as a village. The power of the new village government, however, simply wasn't enough to prevent the construction of U.S. Highway 51 in 1929, which diverted traffic away from McFarland's downtown.



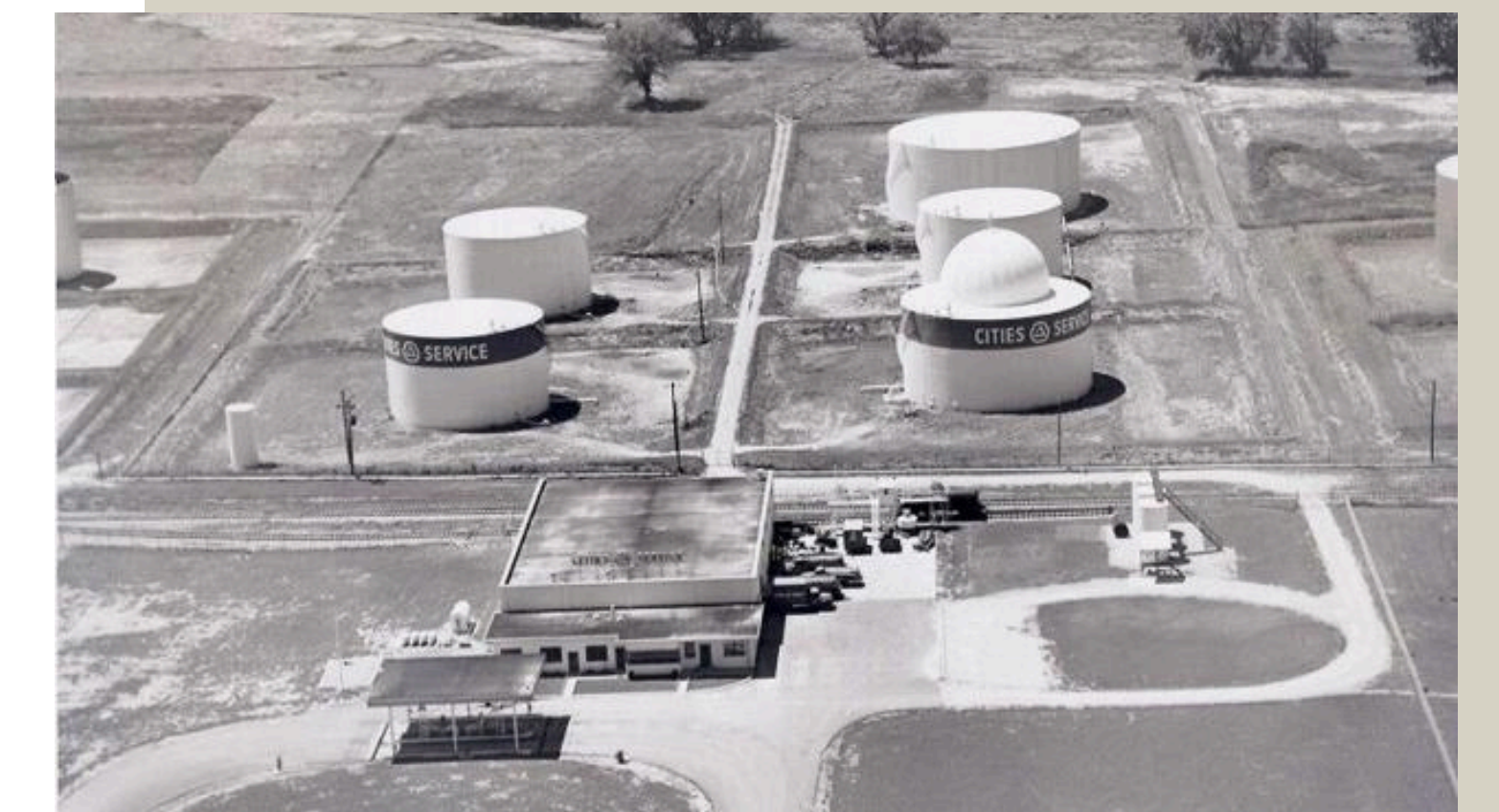
Badger Petroleum

In 1929, Arnold Larson established the Badger Petroleum Company and opened the business's flagship location on the corner of Farwell Street and Exchange Street. Larson's business grew rapidly. At its peak, the business included 11 bulk plants, 35 gas stations, five restaurants across five different counties, and a workforce that included approximately 150 employees, making it the largest employer in McFarland for several decades. Badger Petroleum had an undeniable impact on the village's economy, supporting many more families and encouraging population growth.

The success of Badger Petroleum was largely attributed to its immediate access to the railroad, which enabled the swift and widespread distribution of petroleum products. At the time, the petroleum products that were most in demand included gasoline, which fueled the ever-growing number of cars on the road, and kerosene, which many still relied on as lamp fuel. Other petroleum products used in the production and maintenance of cars, including various oils, lubricants, and tires, were also increasingly needed as the auto industry boomed.

Petroleum businesses in the area continued to grow, and in the late 1950s, the village annexed a newly-built petroleum "tank farm" along U.S. Highway 51, near the interchange with U.S. highways 12 and 18 (commonly referred to as Madison's "Beltline"). The annexation bolstered McFarland's tax base to such a degree that the McFarland School District was able to finance a new high school. In 1961, McFarland residents voted 329-14 in favor of building the school, which was constructed the following year. The first class to graduate with a four-year high school education was the class of 1966, which was comprised of 42 students.

Arnold Larson sold Badger Petroleum in 1965. The property where the original business once stood was eventually cleared and designated as park land. In December 1990, the McFarland Village Board voted to name the property on the corner of Farwell and Exchange 'Arnold Larson Park' in recognition of Larson's significant economic and civic contributions to the community. Today the park is a central gathering point for the community and hosts a number of events throughout the year.



Top: Arnold and Ruby Larson with Badger Petroleum employees at the company's headquarters in McFarland

Center: The original Badger Petroleum location at the corner of Farwell and Exchange streets in McFarland

Bottom: Original petroleum tanks for Cities Services Gas Development Company, CITGO's predecessor, at the newly-constructed tank farm (c.1955)

Top image from Ruby Larson. Center image from the McFarland Historical Society. Bottom image from the CITGO Corporation.

ESTIMATE

Vacker Inc.
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Roseville, MN 55113-4420

ckriegler@vackersign.com
+1 (651) 487-3100



Bill to
Kong Thao
McFarland, Village of
5915 Milwaukee Street
McFarland, WI 53558

Ship to
Kong Thao
McFarland, Village of
5915 Milwaukee Street
McFarland, WI 53558

Estimate details

Sales Rep: Dina Cyrus

Estimate no.: 8008
Estimate date: 09/29/2025
Expiration date: 10/29/2025

#	Product or service	Description	Qty	Rate	Amount
1.	Basic Sign Design - Custom Dimensions	Basic sign design and file preparation services. Prepare custom 24"x42" interpretive sign panel layout with client-provided text (pre-edited), high resolution images, illustrations and logos.	5	\$385.00	\$1,925.00
2.	XTHPL.5.2442Q3	24"Hx42"Wx.5" High Pressure Laminate panel with 8 threaded holes (and fasteners), output from client prepared, print-ready file.	5	\$699.00	\$3,495.00
3.	24IZShip.UPS	High Pressure laminate sign panel packing and shipping via UPS Ground.	1	\$575.00	\$575.00
4.	PlateSle.1620.dbi	Set of two Angled 16"x20" mount plate with sleeves for self-supporting panel and use with 4"x4" wood post, 45 degree angle, black texture powder coat. Two piece aluminum construction. Lumber not included.	5	\$156.00	\$780.00
5.	24BDShip.UPS	Aluminum mount packing and shipping via UPS Ground or Speedee Delivery	1	\$250.00	\$250.00

Total **\$7,025.00**

Note to customer

Thank you for the opportunity to provide you with a proposal. Feel free to get back to me with any questions, requested revisions, or if you'd like to proceed with the order. If you'd like to proceed as proposed, PLEASE SIGN OFF AND RETURN to:

Expiry date 10/29/2025

Dcyrus@VackerSign.com
along with Tax Exempt Documentation
as an acknowledgement of the proposed details, including shipping
contact and address.
Have a great day,
Vacker Sign

Accepted date

Accepted by



HO-CHUNK NATION

OFFICE OF THE PRESIDENT
GOVERNMENT RELATIONS

January 7, 2025

Kong Thao
Village of McFarland
5915 Milwaukee Street
McFarland, WI 53558

Regarding Historical Community Signs

Dear Mr. Thao,

You've requested feedback on your Landmark Commission's historical community signs. I understand that these signs are being developed as a timeline, with distinct panels designated toward a specific time period. The second panel discusses glacial retreat and recognition of Ho-Chunk people.

I assert that Ho-Chunk people have maintained a strong presence in our homelands, but I also acknowledge that there were vast local and distant trade networks that existed throughout our existence. Due to the trade networks and a divergent view on land ownership or unnatural borders, fatal diseases were spread long before initial contact.

In early treaties, the United States promised the Ho-Chunk people that they wouldn't allow incursions by non-natives, but the abundant resources were too attractive to capitalism. Some treaties, including Ho-Chunk treaties, were negotiated in bad faith – with the translators misrepresenting the terms, the United States being deceitful about its intentions, or even the intentional selection of unauthorized individuals to represent to the Ho-Chunk negotiations.

Throughout the colonization period, people would escalate tensions with Indigenous tribes in order to get the US Army to kill or push them further away so colonists could acquire more land and exploit more resources. Some would implore elected officials or seek elected office to perpetuate colonization. Even so, the industrious nature of Ho-Chunk people helped them forged relationships with some of the neighbors, and they sometimes successfully pleaded with the Army to allow them to remain in the area. Others were able to hide in austere conditions (such as swampy areas) to escape capture. There are many Ho-Chunk families that never left, even at the risk of pursuit and execution if found. There were thousands more Ho-Chunk people - mostly elderly and children that were killed by violent or extrajudicial means, or died from disease, exhaustion, severe weather, or starvation.

There was a substantial cost to farming and development; far greater than the loss of burial and effigy mounds that has never been calculated and remains largely unacknowledged.

Thank you,
Ryan

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(715) 284-9343 • FAX (715) 284-9805 • (800) 294-9343


VILLAGE OF
McFarland
SUMMARY SHEET

MEETING DATE: Tuesday, January 20, 2026

SECTION: Business

DEPARTMENT: Community Development

CONTACT: Andrew Bremer, Comm & Eco Dev Director

AGENDA ITEM: Discussion on Local History and Historic Preservation Conference, attended by Ron Larson.

PREVIOUS ACTION:

ISSUE SUMMARY:

The [Local History and Historic Preservation Conference](#) was held in Baraboo, Wisconsin this year between October 15-17, 2025. Ron Larson attended the conference and will summarize several programs he attended.

- The Why and How of Designating Local Landmarks
- Preservation Strategies with Local and National Designation
- Lessons in Small and Scrappy Historic Preservation
- Heritage: Tourism: Cultural Identity in Wisconsin Architecture

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

This item is for discussion only.

ATTACHMENTS:

None