

City of Oak Ridge North

RFP Submittal - Public Space
Master Plan
November 26, 2013

Prepared by:

BURDITT
Land | Place Consultants

OAK RIDGE
NORTH
Texas

Summary of Firm's Interest

Vicky Rudy, City Manager
City of Oak Ridge North
27427 Robinson Road
Oak Ridge North, Texas 77385

RE: REQUEST FOR PROPOSAL; Public Space Master Plan

Dear Ms. Rudy:

The Burditt team is excited to propose professional Master Planning services to develop a comprehensive Public Space Master Plan for the City of Oak Ridge North. Because of our experience and qualifications in master planning for cities similar in size and character to your community, we understand how important these quality of life and long-term planning programs are to the citizens, visitors, and future generations.

At Burditt, we are extremely proud of our public facilitation process. Our technique not only creates enthusiasm within the community, but we are also able to define the City's goals and budget available for the proposed projects and prioritize accordingly. Strong public involvement, advisement, and education are essential to the development of a shared vision and a quality, implementable parks and open space plan. We will provide clear, concise reporting of all notes and findings.

Our goal is to assure the City that our planning process will address all aspects of the RFP, and also respond to the potential for future grant applications to Texas Parks and Wildlife Department (TPWD). Partnerships and other resources to obtain land, construct and maintain facilities, and to enhance services and programs will also be evaluated.

The City of Oak Ridge North has opportunities as well as constraints to public space and recreational use. With beautiful residential neighborhoods, an abundance of healthy tree canopy, and exceptional access to surrounding area quality of life venues, we will work closely with your staff, City Council, and Long Range Planning Committee to provide the citizens of Oak Ridge North with a plan to enrich the lives of all citizens. Better parks, improved identity, branding, conceptualizing a City Center park, and community connection will make for a more livable, sustainable and secure place to live, work, and play. We look forward to working with you to enhance and improve the experience of those who will build memories within the public spaces of Oak Ridge North.

Charles Burditt
Principal



Diana Wilson
Director of Landscape Architecture



Paul S. Howard
Park Planner



Support Staff Organization Chart



Charles Burditt - Managing Principal
Burditt Consultants



Diana L. Wilson, RLA
Landscape Architect



Paul Howard
Planner/Geographic
Information Systems



Claudia T. Walker
Landscape Designer/
Licensed Irrigator



Jack Hill
Senior Urban Forester



Company Background

Firm Mission

The consistent mission at Burditt is to assist municipal and institutional clients in connecting urban, social, and natural systems through community-based planning and design processes that engage its citizens. The resulting declarations respect historic context while addressing the modern challenges of balancing the natural and built environment.

Principal Owner:

Charles Burditt, President, APA, AIA Affiliate, ULI, ACF

Vice Presidents:

Ronnie J. Bane, Vice-President & Director of Operations

Wanda Collins, Vice-President; CFO

Project Managers:

Paul Howard, Planner

Diana Wilson, CLARB, LEED A.P., ASLA, RLA

Leroy Collins, RLA, L.I., Licensed Irrigator

Danny Zirilli, P.E., Licensed Civil Engineer

Claudia Tellez Walker, L.I., Licensed Irrigator

Burditt Consultants, LLC is an interdisciplinary firm assisting people, their lands, and their places; the firm performs master planning, design and construction observation utilizing professionals within the fields of architecture, parks and recreation, landscape architecture, engineering, natural resources, environmental and conservation science, wildlife biology, urban and community forestry, and spatial sciences (GIS). For over 30 years, the firm has supported a creative and integrated process of thinking about ecological and nature sensitive design within the built environment. Our approach begins with listening and learning as a first step that reflects how we will work to initiate the project.

Project Team Qualification

Burditt Staff listed in multiple categories

Registered Landscape Architects: 4

Certified Park and Recreation Professional: 2

City Planner: 1

Registered Civil Engineers: 1

Landscape Planners: 2

Natural Environment Planners: 2

Communications and Public Relations: 2

GIS Analysts: 1

Resource Planners: 3

Urban Foresters / Certified Arborists: 2

Certified Wildlife Biologists: 1

Licensed Irrigators: 2



Project Approach

Introduction

Today's demand for quality public spaces requires cities to deliver solutions that provide clear direction in land use, infrastructure decisions, parks, greenway connections and recreation facilities. The character and function of public spaces define a community and are key contributors to the quality of life citizens expect.

Inventory

The Burditt planning approach will begin with a detailed inventory of existing public spaces including parks and recreation facilities, City facilities, non-city owned facilities of interest and opportunities for walking/bike trail connections throughout the community. Opportunities for wayfinding, branding, and City Center will be noted during the inventory.

Demand Assessment

The Burditt planning approach includes a comprehensive and systematic public engagement process, which will inform the general public and stakeholders. Public engagement is key to determining a better understanding of the area through the people who live, work, and shop there. This understanding can then be used to develop options that support the social infrastructure of the community. The demand assessment will build upon the public input collected during the recently completed comprehensive planning process through the facilitation of a public meeting focused on parks and recreation, walkability, branding/quality of life and a vision for a City Center.

Parks and Recreation

Various methods will be used in evaluating the City's current and future park needs. These techniques follow general methodologies accepted by TPWD for local park master plans and by the Department of the Interior for local park system Recovery Action Plans (RAP).

1. *Standard-Based Approach* – uses standards established by the local jurisdiction Oak Ridge North, (ORN) to determine the quantity of park facilities required to meet the City's needs within a given population. Standards are usually expressed as the quantity of park facilities needed to adequately serve every 1,000 citizens of the City.

Standards are established to provide the level of service that the particular jurisdiction believes is most responsive to the amount of use and interests of its citizens. This plan establishes individual standards for the City.

2. *Demand-Based Approach* – uses participation rates, league usage data, and surveys to determine how much the population uses and desires certain types of recreation facilities.

3. *Resource-Based Approach* – is based on the usefulness of available physical resources to provide recreation opportunities. For example, the City's creeks, floodplains, and drainage corridors provide opportunities for trail connections.

All three methods are important in their own manner, but individually do not represent the entire picture. The assessment component of the ORN Project will utilize all three methods to determine what types of recreation facilities and park requirements are needed.

Typical assessments evaluate *Level of Service* (LOS). While this is important, we believe it is also critical to understand and evaluate the *Quality of Service*. QOS evaluation requires intense community involvement and yields critical information of how the facility or park amenity is performing according to the expectations of citizens overall. By ranking and developing a quantifying rating for each component of the park system, we are better able to understand the assets and constraints of any local system.



As national guidelines and standards are based on demographic trends rather than specific local desires, they must be fine tuned to meet local conditions. It is important to recognize that national standards are simply guidelines or benchmarks that are intended to serve as a starting point for park planning. Each city has its own unique geographic, demographic, and socio-economic composition, and as such, the arbitrary application of national standards, as is often done, would not necessarily meet the needs of ORN.

We will utilize a variety of standards in the master plan process. These include:

- Spatial or Park Acreage Standards – These define the acres of park land needed, and are usually expressed as a ratio of park acreage to population;
- Facility Standards – these define the number of facilities recommended to serve each particular recreation need. Facility standards are usually expressed as a ratio of units of a particular facility per population size. For example, a facility standard for trails might be one mile for every 1,000 residents in a city; and
- Development Standards – these define the exact spatial requirements of a specific recreation area, i.e., a neighborhood park versus a community park.

The inclusion of our staff of not only Park Planners, but also our Landscape Architects provide the experience with Design Guidelines, Community Standards, and are conversant in the implementation and use of community Codes and Ordinances.

Walkability

Walking and bicycle connections are one of the highest demands for most communities in the country and are an important feature for the future of ORN. Opportunities for developing trails throughout the City have been identified in the Comprehensive Plan and will be expanded upon in the Public Space Plan. Potential connections between parks, schools, shopping areas and other public spaces will be studied with regards to feasibility, probable cost, and the areas they connect. Consideration will be made for the level of infrastructure modification needed for trail components such as road expansion, curb and gutter installation, etc. when prioritizing trails; thereby identifying the most actionable connections for timely development. Probable costs statements will provide funding goals for future planning, CIP, or grant opportunities.

Branding

The City of Oak Ridge North can be difficult to recognize when approaching from the freeway due to its proximity to neighboring communities and the nature of development in the area. The City has expressed an interest in creating a better sense of identity and place for the community by developing a language of signage and wayfinding. Burditt Consultants will identify elements of the community that represent the character of Oak Ridge North and develop concepts and visual preferences that will serve as representatives of the type of signage and materials that may be utilized in future community improvements through future design development and construction documents.

City Center - Sense of Place

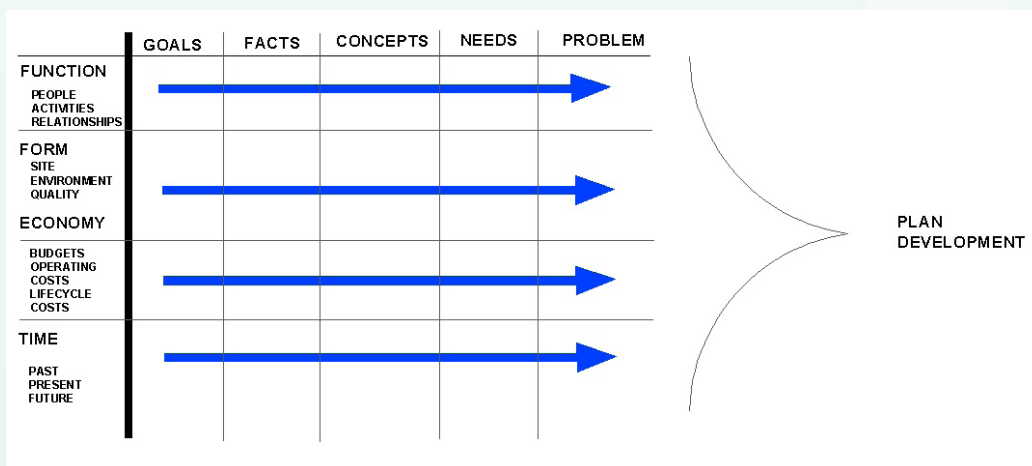
Planning a City Center will be an integrated process to ensure that concepts are developed with continuity. The area identified for a City Center in the Comprehensive Plan will be evaluated with regards to access, massing of structures, landscape/park/open areas and the overall look and feel of the center. Sense of Place (or “Genius Loci” from original Latin referring to “Spirit of the Place”) will be a critical evaluation tool. Adjacent properties of interest will be considered as well as non-vehicular connections. The overall goal will be to envision a public space that is a catalyst for both recreation and business that encourages community interaction and allows for community events as well as passive leisure activities. Branding concepts discussed above will also extend to the City Center area in a manner consistent with other areas of the entire community.



Methodology

The successful development of a master plan requires a systematic method of acquiring knowledge that can be used to identify problems. These problems, or intentions, are extracted from intensive collection of data regarding how park and recreational spaces and programs will be used, who will use them, how they will be maintained, how much they will cost, and how to implement their development. This approach benefits from an extensive understanding of past issues and experiences as well as foresight into the needs of the future. Burditt approaches each planning process using a programming method to identify the core elements of Function, Form, Economy and Time. Within each element, further investigation reveals the Goals, Facts, Concepts and Needs for the project. This system allows for the creation of problem statements or intentions, by which future planning decisions can be measured during the development of a master plan.

The following diagram illustrates the relationship between these elements:



Summary Statement

While the intent of the overall planning process is to discern what vision will most effectively meet the demands of current and future Oak Ridge North stakeholders, opportunities also exist to use public space to identify City entrance points, define transportation corridors, and greenway landscaping. Developing the Public Space Master Plan to be an expansion of concepts identified through the recently completed Comprehensive Plan, will support the overall goal of making Oak Ridge North **What a Hometown Should Be!**



Scope of Services - Phase I (Data Collection and Assessment)

The following analyses will be conducted to comprise Public Space Master Plan Phase I:

A. Data Collection

Assess ORN's existing data, as necessary for the planning process including:

1. Comprehensive Plan (adopted June, 2013),
2. Utility and Economic Feasibility Report (September, 2013),
3. Aerial Photography,
4. County Cadastral Layers (parcel/ownership),
5. Current City Limits and Extra-Territorial Jurisdiction,
6. School, Park, Municipal, and other pertinent locations,
7. Floodplain and Digital Elevation Models,
8. Census demographic data (provided by the City),
9. Make recommendations for additional geographic data as needed.

B. Inventory

Inventories shall be conducted to quantify and provide data on the following:

1. Assess inventory of existing City-owned park, recreation and open space facilities and properties.
2. Provide general condition assessment of existing indoor and outdoor recreation facilities, including appearance, maintenance, functional limitations and handicap accessibility.
3. Identify existing non-City owned properties that may be considered for acquisition and use by the City for future recreational purposes.
4. Identify rights-of-way (TXDOT), public space and privately owned space that may be used for community identification and branding.
5. Meet with City staff, representatives of Council and City boards and committees within the City to identify key stakeholder input needed.
6. Review existing ORN ordinances, zoning and policies pertaining to development and flood plain management for relevance to open space, parks and recreation facilities and services within the City.
7. Review state right-of-way management and control documents to identify process and procedures necessary for use in community identification and branding.
8. Review materials as they become available from the South Montgomery County Mobility Plan Taskforce as the results of this plan are anticipated to have significant impact upon ORN, especially in the development of a city center.

C. Analysis of Demand

Much public comment was received during Comprehensive Planning and led to the need for this Public Space Plan, however additional input will need to be solicited as the plan is developed. This process will include meeting with formal committees or other stakeholder groups deemed necessary. Mechanisms for data collection may include a public meeting (at City's selected location) and utilization of the City's website and social media presence.

D. Prioritization of Needs

All data will be analyzed with the results entered in a written narrative addressing the needs by priority.

E. Documentation of Phase I

1. Geographic data including maps
2. Documentation of current inventory and status
3. Summary of public input
4. Prioritization document



Scope of Services - Phase II (Plan Development)

The following information will comprise the Public Space Master Plan Phase II:

A. Action Plan & Recommendations

1. Facility improvements,
2. New facility recommendations,
3. Phased walking/biking plan,
4. Phased plan for branding,
5. City Center concept plan,
6. Recommendations for new ordinances, zoning or policies, or changes to existing ordinances, zoning or policies, to facilitate implementation of the Public Space Master Plan

B. Budgets and Funding

1. Prepare budget recommendations for property acquisition, new construction and improvements to existing facilities.
2. Identify funding sources, including public and private partnerships with other agencies and recreation providers and/or available grant sources.
3. Prepare an expenditure forecast for the next five and ten year planning range.

C. Finalize Public Space Master Plan

1. Present Master Plan Draft for staff, committee, key stakeholder and City Council review.
2. Incorporate revisions into Master Plan document.
3. Finalize document for submittal to City Council for adoption.

Deliverables

The following deliverables will be provided:

1. Completed plan document with recommended policies, associated data and supportive tables, graphics, charts and maps.
2. Reproducible plan document (pdf), including 20 original copies.
3. Electronic file of plan document: Microsoft 2010 compatible format.
4. Land use map for all public spaces (including walkability plan) in AutoCad 2010 compatible format with summary of major recommendations.

Project Schedule

ID	Name	Start	Finish	January 2014	February 2014	March 2014	April 2014	May 2014	June 2014	July 2014
				30 06 13 20 27	03 10 17 24	03 10 17 24 31	07 14 21 28	05 12 19 26	02 09 16 23 30	07 14 21 28
	Assessment of Existing Data & Studies	1/1/2014	1/14/2014	█						
	Inventory of Public Spaces	1/1/2014	1/31/2014	█	█					
	Demand Analysis	2/10/2014	3/17/2014		█	█				
	Documentation of Phase 1	1/1/2014	3/15/2014	█	█	█				
	Begin Phase 2	3/15/2014	3/15/2014			◆				
	Action Plan & Recommendations	3/15/2014	4/15/2014			█	█			
	Develop Budgets & Funding	3/24/2014	4/15/2014			█	█			
	Develop Public Space Master Plan	3/24/2014	4/28/2014			█	█			
	Present Draft Public Space Master Plan	5/1/2014	5/1/2014					◆		
	Plan Review and Revision	5/2/2014	6/23/2014					█	█	
	Submit Final Plan to City Council for Adoption	7/31/2014	7/31/2014							◆



Additional Services

Expanded Services for Urban Forest Management Analysis

The City of Oak Ridge North has a mature forest of invaluable trees within the community that provide for the quality of life that residents have come to expect. Other measurable benefits can be found in the collective services provided by the trees in terms of stormwater runoff reduction, air pollution removal and water quality management.

The City anticipates both growth and redevelopment due to the inherent location and quality of life offered by ORN, as well as the pressures of regional growth due to economic opportunities and the development of the nearby Exxon Mobil Headquarters just to the south. With this growth the City may experience loss of many of its trees due to forthcoming redevelopment and will need to consider measures to ensure the preservation of the urban forest for current and future residents.

1. Assessment of Oak Ridge North's Urban Forest - Burditt will observe the general extent and condition of the City's urban forest through the use of Geographic Information Systems (GIS) analysis using aerial and satellite imagery and by inspection of the trees and greenspace along Robinson Rd., an area likely to see impacts from development in the future. Results will aid in the development of recommendations for policy changes and directives.

2. Review of Existing Ordinances - Burditt will review City Ordinance elements to identify opportunities for improving the preservation of trees and greenspace during development.

3. Consideration of Incentives and Other Policy Tools - Burditt will study opportunities for development of incentives, tree Banking, and credit programs and other mechanisms that can create a process for exchange of credits for tree preservation and mitigation during development. These mechanisms may take the form of a policy or a design guideline. Recommendations for this process will be designed such that it meets the identified preservation goals of the City while remaining a functional, streamlined, easy-to-understand program.

4. Presentation of Findings - Present (with staff) Findings and Recommendations to P&Z and City Council Burditt will make one (1) presentation to P&Z and Council in a combined workshop meeting (or other venue as directed by staff).



Fee Proposal

ITEM ONE:

OAK RIDGE NORTH RFP - BASIC SERVICES*

*Services required in City's RFP

Fees for Basic Services responding to City RFP are Lump Sum and shall be billed on a monthly basis, as a percentage of the work completed. Hourly fees, if requested in writing or previously agreed upon by contract shall be billed on a monthly basis and shall not exceed any agreed upon amounts approved by the City of Oak Ridge North.

BASIC SERVICES RESPONDING TO OAK RIDGE NORTH RFP: \$35,000.00

REIMBURSABLE EXPENSES: Client will pay for necessary reimbursable expense to service the project at cost plus ten percent (10%). Reimbursable expenses for Basic Services are estimated at \$700.00 if final master plan document is formatted 8.5"x11". If City requests document to be formatted 11"x17" ledger size, expenses are estimated to be \$2,000.00.

ITEM TWO:

ADDITIONAL SERVICES FOR URBAN FOREST SERVICES TO ASSESS AND ADVISE ON TREE AND LANDSCAPE ORDINANCE RECOMMENDATIONS – ADDITIONAL SERVICES **

**Services NOT included or required in City's RFP

Fees for Additional Services to provide Urban Canopy Recommendations and Tree and Landscape Ordinance Recommendations shall be Lump Sum and billed on a monthly basis by separate invoice OR included in Basic Services Invoice depending on City instructions or contractual agreement.

ADDITIONAL SERVICES FOR URBAN FOREST SERVICES AS DESCRIBED: \$3,750.00



Project Experience

City of Mont Belvieu; City Park

Mont Belvieu, TX

Burditt Consultants led the team in constructing the City's \$12 Million new signature park. This ambitious project creatively integrated storm water management systems within the park's multitude of program areas. What once was a flooded, under used agricultural site, has now become a hub for outdoor recreation. Punctuated by a winding boulevard entry, graceful pedestrian bridges over ponds, and gently sloping grades, the park provides Mont Belvieu's citizens with an array of new baseball/ softball fields, multi use fields, amphitheater, community pavilion, concessions, restrooms, and exciting play structures. The structures are designed to be durable yet attractive, with an emphasis on natural ventilation and sheltering roofs and shading trellises. The structures create shaded courtyards and comfortable places for park users to gather.

(Wetland Portion – Inspected and performed resource analysis of pre-development site for the City Park. Analysis included taking ploys on a systematic grid to determine drainage patterns, soil types, indigenous and invasive species, hydrology and development impact assessment. This study was used in the planning of site specific designs by Burditt Consultants, LLC)

Project Manager: Justin P. Howard, Architect

City of Mt. Belvieu

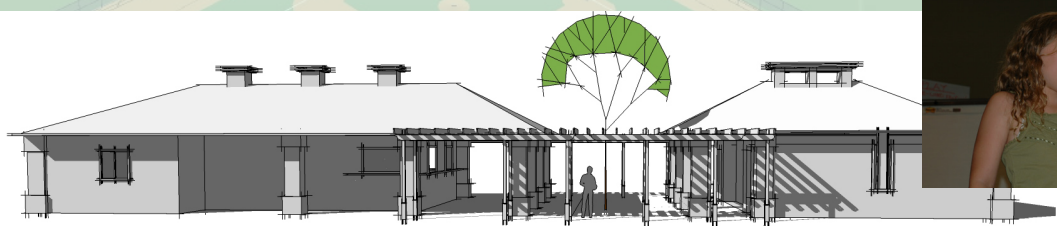
Bryan Easum

City Administrator

P.O. Box 1048

Mt. Belvieu, TX 7758

P. 281.576.2213



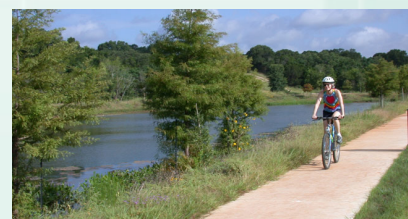
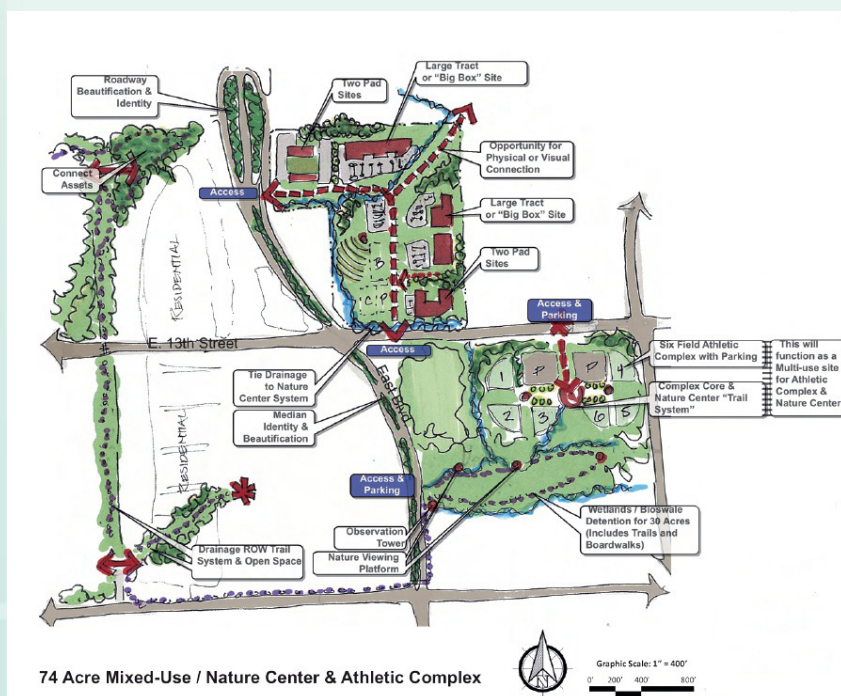
City of Deer Park; Parks, Recreation and Open Space Master Plan

Deer Park, TX

Burditt Consultants led the City of Deer Park through the process of planning for its parks recreation and open space for the next ten years. The was developed through extensive interaction with stakeholders including City Council, Parks and Recreation Staff, sports organizations, citizens, special interest groups and Deer Park ISD to identify the wants and needs for parks and recreation in the City. The plan identified opportunities for improvements and upgrades to existing facilities and priority projects including over planning of over 16 miles of hike and bike trails throughout the City, a new sports complex, a wetland nature preserve, aquatics center and other improvements. Recommendations were made for low impact development techniques throughout the City's parks system including the use of rainwater harvesting, bioswale stormwater treatment and LED lighting systems. The plan was adopted by the City Council with sound support from the citizens through public meetings and surveys. The plan was submitted and approved by the Texas Parks and Wildlife Department, thereby improving opportunities for grant funding in the future.

Project Manager: Paul S. Howard, Urban Forester/Planner
City of Deer Park:
Scott Swigert
Director of Parks and Recreation

710 East San Augustine
Deer Park, TX 77536
P: 281-478-2050



Project Experience

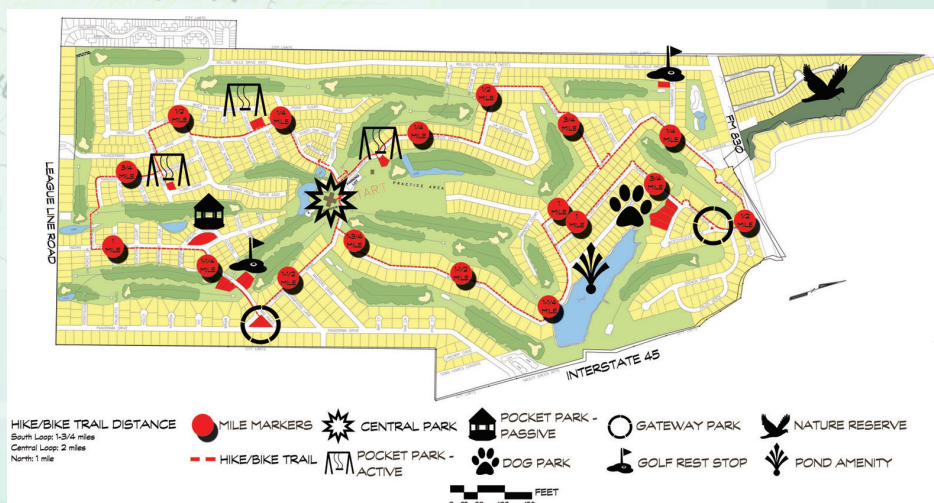
Panorama Parks Master Plan

Panorama Village, TX

Panorama Village has long been recognized as a “golfing destination” to Montgomery and surrounding county golfers. Burditt Consultants was hired to create a new vision for the community and create a Master Plan for immediate and future revitalization development. Several public charrettes and surveys were conducted to receive input on the communities views and ideas. An inventory of current parks, exercise trails, pedestrian/traffic flows, and green space usage was combined with public’s input for a very powerful design approach. Burditt’s planners and landscape architects have prepared preliminary designs for renovation of Panorama parks. Additional space was made for pocket parks, volleyball, skateboarding, splash park, exercise trails, and overall improvement of connection.

City of Panorama Village
Howard Kravetz
Mayor

99 Hiwon Drive
Panorama Village, TX 77304
P. 936.856.2547



Project Experience

City of Magnolia; Magnolia Tomorrow Master Plan

Magnolia, TX

The City of Magnolia engaged Burditt Consultants to facilitate a series of Town Hall Workshops. The Workshops, a continuation of Burditt facilitated workshops in 2007 which forwarded the *Magnolia Stroll* and *Unity Park* projects, provided a forum for members of the community to express their concerns and goals for the future, as well as engage in proposing specific ideas for how to achieve their goals and address concerns. At the conclusion of the collaborative session, each group was required to elect a member to present their findings and recommendations, allowing constructive input, consolidating diverse comments and ideas. The common ground and sense of ownership is established in these workshops was honored by City leadership. The strategies expressed have been used to bolster on-going efforts and guide new projects to strengthen the community.

City of Magnolia
Jonny Williams, Chairman
Magnolia 4A Economic Development Corp.

18111 Buddy Riley Blvd.
Magnolia, TX 77354
P. 281.356.9633

Magnolia Tomorrow Master Planning



Downtown Stroll and Market Park



Magnolia Unity Park



Project Experience

City of Conroe - Martin Luther King Jr. Sports Complex / Kasmiersky Park Renovations Conroe, TX

The existing Dr. Martin Luther King Jr. Sports Complex and Kasmiersky Park, were selected for renovation following the Conroe Open Space and Recreation Master Plan. MLK JR. Sports Complex which consisting of 4.5 acres with three Little League baseball fields, needed a renovation to add more features the community could use as well as improve its aesthetics. The 10-acre Kasmiersky Park needed renovation as well to incorporate more amenities and upgrade existing amenities.

After several public input sessions, Burditt Consultants designed a new master plan for both parks with complete construction drawings which included passive as well as active sports amenities.

MLK Jr. Sports Complex received a football/soccer field, a multi-use pavilion and basketball court, as well as a modern playground structure, new landscaping, paver courtyard, walking trails, picnic tables, and a new stormwater drainage system. Construction budget is \$1.5 million.

Burditt redesigned Kasmiersky Park to add many requested features: a plaza-style skate park for skateboarders and BMX bikers inside the forested area of the park, expanded parking, new multi-use pavilion, paver courtyard, unique and architectural playground area including a dry creek bed, new landscaping, dog park and drainage. Design meetings were held with skateboarders from the community for input and perspective that aided in developing design intentions for this \$2.0 million renovation.

Burditt Project Managers, Danny Zirilli, P.E. / Leroy Collins, RLA

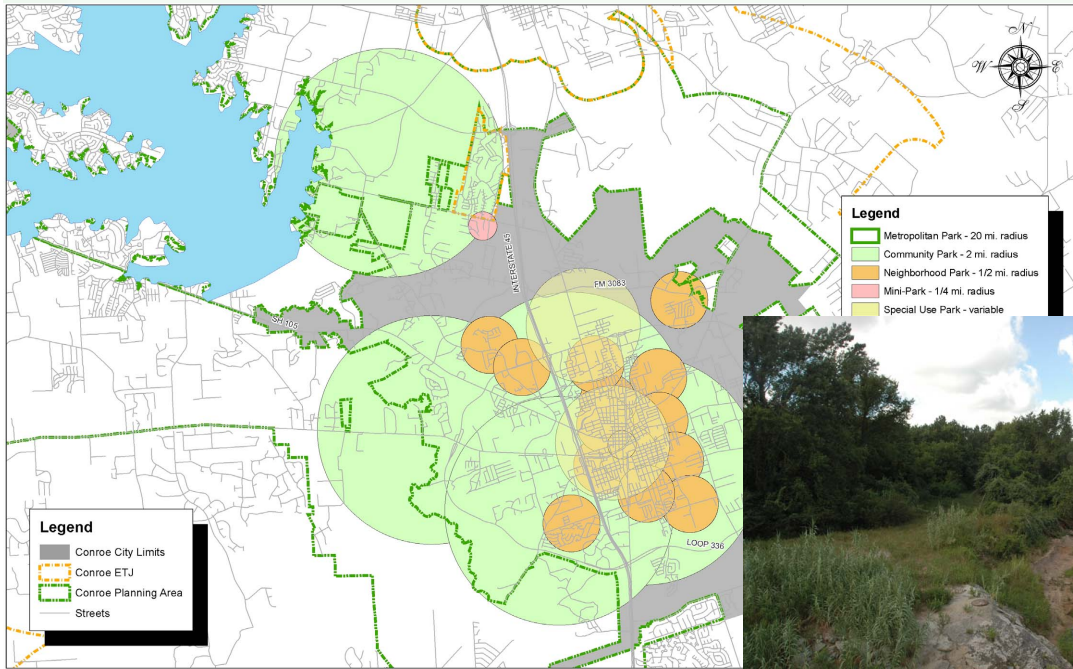
City of Conroe
Mike Riggins
Director of Parks & Recreation

P.O. Box 3066
Conroe, TX 77305
P. 936.522.3000



City of Conroe; Parks and Recreation Master Plan
Conroe, TX

Project Experience



View of Alligator Creek from FM 2854 facing south.

The City of Conroe engaged Burditt Consultants to develop an updated Parks, Recreation and Open Space Master Plan in 2008 that would meet the needs of a growing population. A key component to this planning process was the gathering of stakeholder input to ensure the plan would be tailored to current demographic and lifestyle trends. The City formed a Parks Master Plan Task Force as a steering committee for the planning process, composed of City staff, Parks Board Members, Councilmen and Community Leaders. Burditt Consultants guided the Task Force through regular meetings to discuss the evolving plan. Outreach into the community was conducted through a mail-out public opinion survey and a series of public workshops and charrettes, in which citizens were asked to “roll up their sleeves” and engage in active discussions about facility and program needs in the parks system.



Conceptual sketch of a crushed granite walking trail along Alligator Creek shown with improved landscaping, lighting and benches.



City of Conroe
Mike Riggins
Director of Parks & Recreation

P.O. Box 3066
Conroe, TX 77305
P. 936.522.3000



Resumes

Charles Burditt - President

Principal / Planner

Mr. Burditt plans and directs public and stakeholder workshops emphasizing regional perspective, creative dialogue, and “good faith” participation.

Education:

- Bachelor of Science in Natural Resource Management, 1976,
- Texas A&M University

Professional Organizations:

- American Planning Association
- Urban Land Institute
- Texas Recreation and Parks Society
- Society of American Foresters
- Association of Consulting Foresters
- Affiliate Member AIA
- Affiliate Member ASLA
- International Society of Arboriculture (past Board Member)
- Texas Urban Forest Council (past Board Member)
- Houston Area Urban Forest Council
- Texas Forestry Association (past Board Member)
- Society of Municipal Arborists

Experience:

- Texas A&M University Development Foundation Real Estate Committee
- Texas A&M University Ecosystem Services Advisory Board Chairman
- Texas Urban Forest Council Advisory Board
- Keep Montgomery County Beautiful Past Board Member
- Conroe Beautification Association Past Board Member
- Rotary Club Environmental Past Committee Chair
- Instructor, Stephen F. Austin University
- Instructor, Texas A&M University Dept. of Ecosystem Sciences
- Guest Speaker, Texas Recreation and Parks Leadership Conference

Awards:

- Lawrence Walker Distinguished Service to forestry Award, (2005), Texas Society of American Foresters



Resumes

Diana L. Wilson, RLA, LEED AP, ASLA, CLARB Certified
Joined Burditt 2004 - Landscape Architect – Texas #1903

Education:

- BS Landscape Architecture, Texas A&M University / 1982
- Selected participant in Foreign Studies Program / Strausbourg, France / 1982
- Tau Sigma Delta – Honor Society in Architecture and Allied Arts
- Alpha Lambda Delta – Freshman Honor Society

Civic:

- Montgomery Lions Club
- International Charity League

Experience:

- Burditt Consultant's– Director of Landscape Architecture, Conroe, Texas
- HOK, Washington D.C.
- CRSS, Houston, Texas

Awards:

- Service Award, Houston Gulf Coast Section ASLA / 1988
- Co-recipient, Design Award for the Jeddah Coniche Master Plan, Texas Chapter ASLA / 1987
- Georgia Chapter ASLA Merit Award 1994 Sandy Springs Revitalization Plan

Project Experience:

Seabrook, Pine Gully Park & Carothers Coastal Garden Master Plan and Garden Renovations - Directed collaboration between City Staff and Stake holders to study and evaluate maximum open space potential given program requirements and existing economic parameters. Construction for first phase renovation of house and gardens to be completed in early 2011.

Conroe Parks - \$3.5 Million renovation improvements for Kasmiersky Park and Martin Luther King Jr. Sports Complex, including playground design, picnic sites, tree preservation, sports field design, dog park, and skate park. Construction to begin early 2011.

Mont Belvieu City Park - Site design and development for \$9 Million new City park complex featuring baseball, soccer, and softball fields, playground, trail design, and outdoor amphitheater.

Montgomery County War memorial - Landscape and paving design renovations for Veteran's War Memorial Park in Downtown Conroe.



Resumes

Paul Howard

Joined Burditt 2002 - Urban Forester

Education:

- Bachelor of Science – Texas A&M University, 2002

Experience:

- Burditt Consultants – Urban Forester/Projects Mgr. (2002-present)
- Flour Bluff ISD– Teacher; GIS/Biology (2005-2006)
- Hamman Scout Camp -Assistant Camp Director – 2002
- Texas Agriculture Experiment Station Forest Science Laboratory -Soil Lab Technician (2002)
- Classic Tree Care – Tree climber (2001)
- United States Navy USS Curts FFG-38 – Gas Turbine Systems Technician E-3 (1995)

Project Experience:

- City of Conroe, Parks and Recreation Master Plan
- City of Deer Park, Parks, Recreation and Open Space Master Plan
- The Woodland, Texas, Integrated Forest Management Plan
- The Woodlands, Texas, Lake and Pond Management Plan
- City of Conroe, Kasmiersky Park
- City of Conroe, John Burge Park
- City of Mont Belvieu, City Park
- City of Magnolia, Unity Park



Claudia Tellez-Walker, LI

Landscape Designer/ Licensed Irrigator

Education:

- Bachelor of Science in Landscape Architecture, Louisiana State University
- Licensed Irrigator, TX. 2010 - LI#0017476

Experience:

- Burditt Consultants –Landscape Designer (2007– present)
- Licensed Irrigator (2010-present)

Project Experience:

- City of Seabrook, Carothers Coastal Garden Master Plan
- City of Seabrook, Carothers Coastal Garden Renovation
- City of Mont Belvieu, City Park
- City of Magnolia, Unity Park
- City of Conroe, Kasmiersky Park
- City of Conroe, Shadow Lakes Park
- City of Conroe, Downtown Pocket Park
- City of Houston, Martin Luther King Junior Clinic



References

City of Mt. Belvieu
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As President of the City of Cleveland Economic Development Corporation, I've had the opportunity to work with the members of the Burditt Consultants team. The Burditt team has proven to be outstanding in their presentation of our goals and vision. They began immediately to collect information, develop concepts, create enthusiasm and involve many interested parties in their initial planning process. Positive reaction to various opinions helped to bring unity and optimistic public input of this project. Coordination with City staff and others prior to our first public meeting was invaluable.

I would highly recommend Burditt Consultants, LLC. Their coordination, prior to our first public meeting, and their willingness to interact, listen to all parties and to work together benefited our City tremendously. I feel that they have helped to foster a true partnership between the citizens and the planning staff of the City of Cleveland.

Willie Carter; President of City of Cleveland Economic Development Corporation, Former City Council Member



References

I had the privilege of working on a Parks Master Plan for the City of Seabrook Carothers Coastal Gardens project with Burditt Consultants of Conroe, Texas. Mr. Burditt's staff was very professional and engaging with City Council, Committees and dealing with project contractors. They were always on top of the Master Plan project and ready to assist and answer any questions for the City including going the extra step to make this Master Plan project a success. The end result was the City of Seabrook had a beautiful new park, under budget, and on time due to Burditt Consultants.

I would recommend Burditt Consultants for any master plan project as they have assembled a first class TEAM and are all willing to work hard for you in a timely, friendly, flexible, professional manner. They have a great attitude towards the city staff and residents.

David Hyde; Former City of Seabrook Parks and Recreation Director (1998-2010) and 23 years in the Parks and Recreation field

Throughout the last couple of years, Burditt Consultants was commission to conduct a series of public input meetings for staff, Parks Board, and community stakeholders involving three distinct projects. The projects included Candy Cane Park Master Plan, Kasmiersky Park renovations, and Dr. Martin Luther King, Jr. Sports Park renovations.

I found Burditt staff to be very knowledgeable about the public input process and dedicated to the projects, in fact, going above and beyond what was asked of them. Burditt staff engaged the public in a way that elicited great feedback, resulting in projects representing community desires as well as city staff.

Mike Riggins; City of Conroe Parks and Recreation Director

As President of the City of Magnolia 4A Economic Development Corporation, I assisted the City in securing a team that could present our vision of the Magnolia Tomorrow Program to the citizens of Magnolia. The Magnolia Tomorrow program consisted of a focus for future projects for Magnolia. The projects would include coordination and mediation with the City of Magnolia, Montgomery County, Magnolia ISD, area businesses and the general public. The Burditt team has proven to be outstanding in their presentation of our goals and vision.

Public meetings were held with Burditt's team fully prepared to facilitate the various development plans of the EDC. Three particular projects were focused upon --the Downtown Stroll, the Historic Railroad Depot and Unity Park. Local business would be impacted by the Downtown Stroll and the Railroad Depot. The Unity Park Project, a large undertaking with public donations, county participation and Texas Parks and Wildlife Department grants brought challenges and extensive coordination planning. Each of these projects would need public interaction and participation. The Burditt team's professionalism assisted the EDC and the City of Magnolia to present the visions and the concepts to the public. Burditt Consultants developed conceptual drawings and brought ideas and creativity to the public meetings. The public attended the meetings and embraced the plans. Burditt provided clear and concise reports of all notes made during the meetings. These notes were considered by the City and the EDC for further project planning.

I am pleased to say that all three projects have been completed and are being enjoyed by the citizens of Magnolia. I would highly recommend Burditt Consultants, LLC. Their planning and preparation prior to our first public meeting, and their willingness to interact, listen to all parties and work together benefited our City tremendously. They were always a phone call away and have worked with us through every obstacle. I feel that they have helped foster a true partnership between the citizens of Magnolia and the Economic Development Corporation. If you have any questions, feel free to call me at 713/825-3658.

Jonny Williams; President of City of Magnolia Economic Development Corporation





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21 October 2011

Hello!

This is a great opportunity for me to recommend some people I've come to know and appreciate over the past several years. The City of Mont Belvieu has worked extensively with the Burditt team on several projects. I have come to rely on their expertise, their ability to handle situations in City Council meetings, in dealings with contractors, and in design sessions. Their professionalism and quality of work is very good, while their appreciation for the community and ability to make things succeed is inspiring.

My experience with them includes several public meetings and other functions where the public at large played an important part. I found the staff at Burditt was able to convey the ideas of the design in a way that did not confound or confuse the public, informing them about the changes they were about to see and instilling in them an understanding of the purpose of the project. This was all very helpful because a public that feels engaged in the work is much more likely to provide vital input and rally behind the project until completion. Overall, people around here were very excited for the work to be completed and couldn't wait to begin using the facility. This was in no small part due to the efforts of Burditt.

I would recommend the Burditt team without hesitation for any job you may be considering them for. You will undoubtedly find them warm, creative, caring, and professional. I hope to continue using their staff in the future for projects.

Best regards,

Bill Cobabe, AICP
City Planner
City of Mont Belvieu

Evidence of Professional Registration in Texas

Principal Owner:

Charles Burditt, President, APA, AIA Affiliate, ULI, ACF

Vice Presidents:

Ronnie J. Bane, Vice-President & Director of Operations

Wanda Collins, Vice-President; CFO

Project Managers:

Diana Wilson, CLARB, LEED A.P., ASLA, RLA

Leroy Collins, RLA, L.I., Licensed Irrigator

Danny Zirilli, P.E., Licensed Civil Engineer

Claudia Tellez Walker, L.I., Licensed Irrigator

Certification

I certify that Burditt Consultants, LLC is registered in the State of Texas and licensed to perform Landscape Architecture and Engineering services in the State of Texas and that Landscape Architects and Engineers are not disbarred, suspended or otherwise prohibited from professional practice by any federal, state or local agency.

