

**Recorder's Office Cover Sheet**

**Recording Requested By:**

**Name** Lisa Granahan

**Department:** County Manager's Office



KAREN ELLISON, RECORDER

**Type of Document: (please select one)**

- Agreement
- Contract
- Grant
- Change Order
- Easement
- Other specify: \_\_\_\_\_

**CONTRACT FOR PROFESSIONAL SERVICES**

A CONTRACT BETWEEN  
DOUGLASCOUNTY, NEVADA  
AND  
WOOD RODGERS

FILED  
NO. 2022.236  
DATE 10/12/2022  
DOUGLAS COUNTY CLERK  
MINDEN, NV  
BY Al DEPUTY

THIS CONTRACT FOR PROFESSIONAL SERVICES (THE "CONTRACT") IS ENTERED INTO BY AND BETWEEN DOUGLAS COUNTY, NEVADA, A POLITICAL SUBDIVISION OF THE STATE OF NEVADA ("COUNTY"), AND WOOD RODGERS INC., A CORPORATION ("CONTRACTOR"). THE COUNTY AND CONTRACTOR ARE AT TIMES COLLECTIVELY REFERRED TO HEREINAFTER AS THE "PARTIES" OR INDIVIDUALLY AS THE "PARTY."

**WHEREAS**, the County, from time to time, requires the services of independent contractors;

**WHEREAS**, the County believes that the services of Contractor are necessary, desirable, and in the best interests of Douglas County; and

**WHEREAS**, Contractor represents that Contractor is duly qualified, equipped, competent, ready, willing and able to perform the services required by County as hereinafter described.

**WHEREAS**, Contractor represents that Contractor possess all required licenses and permits to perform the services required by County;

Now, **THEREFORE**, in consideration of the agreements herein made, the parties mutually agree as follows:

1. **EFFECTIVE DATE OF CONTRACT.** This Contract shall be effective upon the signature of both parties, and will terminate on March 31, 2024, unless the Contract is terminated earlier in accordance with Paragraph 8.
2. **SERVICES To BE PERFORMED.** The Parties agree that the services to be performed by Contractor are as follows: The Contractor shall prepare an updated Trails Master Plan for Douglas County as further detailed in the September 1, 2022 Proposal submitted by Contractor attached hereto as **Exhibit 1**.
3. **PAYMENT FOR SERVICES.** Contractor agrees to provide the services set forth in Paragraph 2 for a total cost not to exceed \$99,860.00 consistent with the "Project Description: Scope of Work, Schedule and Fees" on page 25 of the September 1, 2022 Proposal submitted by Contractor and attached hereto as **Exhibit 1**. Contractor agrees to

submit itemized invoices within ten days of the end of the prior month for any services rendered. County will pay invoices it receives within a reasonable time.

Contractor shall be responsible for all costs and expenses incurred while performing any services under this Contract, including without limitation licenses fees, memberships and dues; automobile and other travel expenses; and all salary, expenses and other compensation paid to Contractor's employees or contract personnel Contractor hires to perform the services described by this Agreement.

**4. INDEPENDENT CONTRACTOR STATUS.** The Parties agree that Contractor, her associates and employees shall have the status of an independent contractors and that this contract, by explicit agreement of the parties, incorporates and applies the provisions of NRS 333.700, as necessarily adapted to the parties, including that Contractor is not a Douglas County employee and that there shall be no:

- (1) Withholding of income taxes by the County;
- (2) Industrial insurance coverage provided by the County;
- (3) Participation in group insurance plans which may be available to employees of the County;
- (4) Participation or contributions by either the independent contractor or the County to the public employees' retirement system;
- (5) Accumulation of vacation leave or sick leave;
- (6) Unemployment compensation coverage provided by the County if the requirements of NRS 612.085 for independent contractors are met.

Contractor and County agree to the following rights and obligations consistent with an independent contractor relationship between the Parties:

- a. Contractor has the right to perform services for others during the term of this Agreement.
- b. Contractor has the sole right to control and direct the means, manner and method by which the services required by this Agreement will be performed.
- c. Contractor shall not be assigned a work location on County premises.
- d. Contractor, at Contractor's sole expense, will furnish all equipment and materials used to provide the services required by this Agreement.
- e. Contractor, at Contractor's sole expense, has the right to hire assistants as subcontractors, or to use Contractor's employees to provide the services required by this Agreement.
- f. Contractor or Contractor's employees or contract personnel shall perform the services required by this Agreement, and Contractor agrees to the faithful performance and delivery of described services in accordance with the time frames contained herein; County shall not hire, supervise or pay any assistants to help Contractor.
- g. Neither Contractor nor contractor's employees or contract personnel shall receive any training from County in the skills necessary to perform the services required by this Agreement.
- h. County shall not require Contractor or Contractor's employees or contract

personnel to devote full time to performing the services required by this Agreement.

1. Contractor understands that Contractor is solely responsible to pay any federal and state taxes and/or any social security or related payments applicable to money received for services provided under the terms of this contract. Contractor understands that an IRS Form 1099 will be filed by County for all payments County makes to Contractor.

**5. INDUSTRIAL INSURANCE.** Contractor shall, as a precondition to the performance of any work under this Contract and as a precondition to any obligation of the County to make any payment under this Contract, provide the County with a work certificate and/or a certificate issued by a qualified insurer in accordance with NRS 616B.627. Contractor also shall, prior to commencing any work under the contract, complete and provide the following written request to a qualified insurer:

Wood Rodgers has entered into a contract with Douglas County to perform work through March 31, 2024 and requests that the insurer provide to Douglas County (1) a certificate of coverage issued pursuant to NRS 616B.627 and (2) notice of any lapse in coverage or nonpayment of coverage that the contractor is required to maintain. The certificate and notice should be mailed to:

Douglas County Community Services Dir.  
Post Office Box 218  
Minden, Nevada 89423

Contractor agrees to maintain required workers compensation coverage throughout the entire term of the Contract. If Contractor does not maintain coverage throughout the entire term of the Contract, Contractor agrees that County may, at any time the coverage is not maintained by Contractor, order the Contractor to stop work, suspend the Contract, or terminate the Contract. For each six-month period this Contract is in effect, Contractor agrees prior to the expiration of the six-month period to provide another written request to a qualified insurer for the provision of a certificate and notice of lapse in or nonpayment of coverage. If Contractor does not make the request or does not provide the certificate before the expiration of the six-month period, Contractor agrees that County may order the Contractor to stop work, suspend the Contract, or terminate the Contract.

Contractor may, in lieu of furnishing a certificate of an insurer, provide an affidavit indicating that she is a sole proprietor and that:

- A. In accordance with the provisions of NRS 616B.659, has not elected to be included within the terms, conditions and provisions of chapters 616A to 616D, inclusive, of NRS; and
- B. Is otherwise in compliance with those terms, conditions and provisions

6. **LICENSING.** Contractor agrees to maintain any required licenses to perform any services for County. The failure to maintain any required license will result in immediate termination of this Contract.

7. **PROFESSIONAL LIABILITY INSURANCE.** Contractor is required to acquire and maintain professional liability insurance in the minimum amount of \$1,000,000 during the term of this Contract at Contractor's sole expense. Proof of insurance must be sent to the Douglas County Manager. Such proof of insurance must be provided at least annually throughout the term of this Contract and Douglas County must be notified at least 30 days in advance of any cancellation or nonrenewal of such insurance.

8. **TERMINATION OF CONTRACT.** This Contract may be revoked without cause by either Party prior to the date set forth in Paragraph 1, provided that a revocation shall not be effective until 30 days after a party has served written notice upon the other party. The Contractor shall submit biUings for work performed up to the effective date of termination.

9. **CONSTRUCTION OF CONTRACT.** This Contract shall be construed and interpreted according to the laws of the State of Nevada. Any dispute regarding this Contract shall be resolved by binding arbitration, with an arbiter jointly selected from a list maintained by the Nevada Supreme Court of senior/retired judges, with both parties to pay their own attorney fees. There shall be no presumption for or against the drafter in interpreting or enforcing this Contract.

10. **COMPLIANCE WITH APPLICABLE LAWS.** Contractor shall fully and completely comply with all applicable local, state and federal laws, regulations, orders, or requirements of any sort in carrying out the obligations of this contract, including, but not limited to, all federal, state, and local accounting procedures and requirements and all immigration and naturalization laws.

11. **ASSIGNMENT.** Contractor shall neither assign, transfer nor delegate any rights, obligations or duties under this contract without the prior written consent of the County.

12. **COUNTY INSPECTION.** The books, records, documents and accounting procedures and practices of Contractor related to this contract shall be subject to inspection, examination and audit by the County.

13. **DISPOSITION OF CONTRACT MATERIALS.** Any books, reports, studies, photographs, negatives or other documents, data, or other materials prepared by or supplied to Contractor in the performance of its obligations under this Contract shall be the exclusive property of the County and all such materials shall be remitted and delivered, at Contractor's expense, by Contractor to the County upon completion of the project, or termination or cancellation of this Contract.

14. **PUBLIC RECORDS LAW.** Contractor expressly agrees that all documents submitted, filed, or deposited with the County by Contractor, unless designated as confidential by a specific statute of the State of Nevada or a court of competent

jurisdiction shall be treated as public records pursuant to NRS Chapter 239 and shall be available for inspection and copying by any person, as defined in NRS 0.039, or any governmental entity.

**15. INDEMNIFICATION.** Contractor agrees to indemnify and save and hold the County, its agents and employees harmless from any and all claims, causes of action or liability arising from the performance of this contract by Contractor or Contractor's agents or employees.

**16. MODIFICATION OF CONTRACT.** This Contract constitutes the entire agreement between the Parties and may only be modified by a written amendment signed by the Parties.

**17. AUTHORITY.** The Parties represent and warrant that they have the authority to enter into this Contract. Each signatory individually warrants that he or she is authorized to sign on behalf of the party for whom he or she is signing.

**18. INCORPORATED DOCUMENTS.** The Parties agree that this Contract incorporates in full the August 24, 2022 Proposal submitted by Contractor and attached hereto as **Exhibit 1**, and does not incorporate any other documents or exhibits.

**19. SEVERABILITY.** The illegality or invalidity of any provision or portion of this Agreement shall not affect the validity of the remainder of the Agreement and this Agreement shall be construed as if such provision did not exist and the non-enforceability of such provision shall not be held to render any other provision or provisions of the Agreement unenforceable.

**20. No APPROPRIATIO OF FUNDS.** All payments and services provided under this agreement are contingent upon the availability of the necessary public funding. In the event that Douglas County does not receive the funding necessary to perform in accordance with the terms of this Agreement, this Agreement shall automatically terminate and all fees due and owing shall be paid.

**21. NOTICES.** All notices or other communications required or permitted to be given under this Agreement shall be in writing and shall be deemed to have been duly given three business days after mailing by United States, postage prepaid, first class mail addressed to the other party at the addresses set forth below:

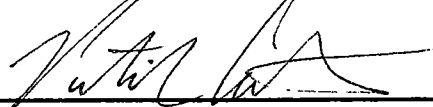
**FOR COUNTY:**

Douglas County, Nevada  
Attn: Economic Vitality Manager  
P.O. Box 218  
Minden, Nevada 89423  
(775) 782-6268


**FOR CONTRACTOR:**

Wood Rodgers Inc.  
1361 Corporate Blvd [Insert Address]  
Reno, Nevada 89502  
(775) 823-9406

IN WITNESS WHEREOF, the parties hereto have caused this contract for professional services to be signed and intend to be legally bound thereby.

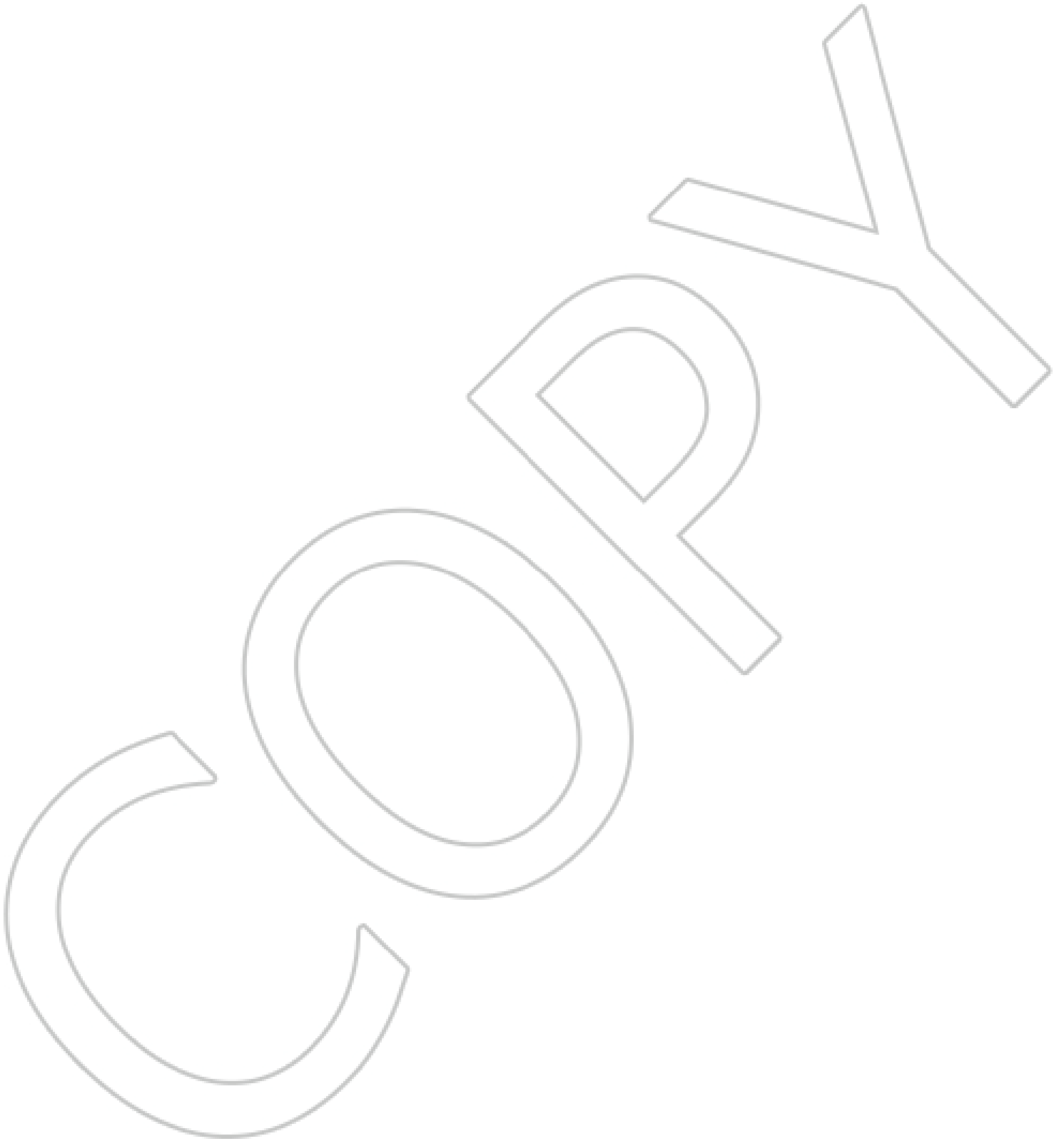
  
\_\_\_\_\_  
Patrick Cates  
Douglas County Manager

10/11/22  
Date

  
\_\_\_\_\_  
Wood Rodgers Inc  
Mark Casey, Vice President

Date  
9/30/22

**Exhibit 1**



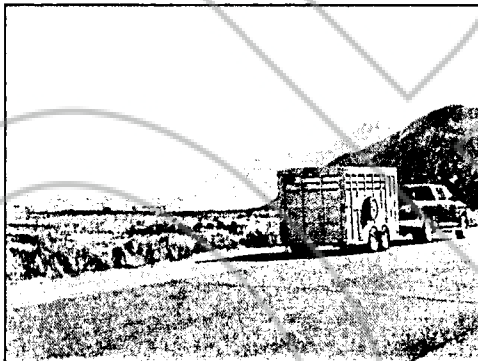


Proposal for

# Douglas County Comprehensive Trails Plan



September 1, 2022



Prepared For

**Douglas County**  
1329 Waterloo Lane  
Gardnerville, NV 89423

Prepared By



**WOOD RODGERS**  
BUILDING RELATIONSHIPS ONE PROJECT AT A TIME  
1361 Corporate Boulevard  
Reno, NV 89502  
Tel: 775.823.4068  
Fax: 775.823.4066



# WOOD RODGERS

September 1, 2022

Douglas County Community Services Department  
Attn: Brook Adie  
1329 Waterloo Lane  
Gardnerville, NV 89423  
[badie@douglasnv.us](mailto:badie@douglasnv.us)

Derek Kirkland, AICP  
1361 Corporate Boulevard  
Reno, NV 89502  
(775) 771-0066 – direct  
(775) 823-4066 – fax  
[dkirkland@woodrogers.com](mailto:dkirkland@woodrogers.com)

**RE: Request for Proposals to Update Douglas County  
Comprehensive Trails Plan**

Dear Ms. Adie,

Wood Rodgers is pleased to present our Proposal for the Douglas County Comprehensive Trails Plan Update Project. The enclosed submittal highlights our approach, as well as our teams' extensive experience relative to this project. Our Team has been in the community working on a variety of projects including with Douglas County staff on the 2020 Master Plan update, with the Town of Gardnerville staff on their recent Parks Master Plan update, and more recently at Lake Tahoe working with numerous stakeholders on the US 50 Corridor Management Plan including the extension of the Tahoe Trail. Through these efforts our Team understands the value the trails and outdoor recreation play for the communities and economic development in Douglas County. The Wood Rodgers Team is experienced in both the Carson Valley and the Tahoe Basin, and we bring a diverse team that touches on all aspects of planning, landscape architecture, engineering, public outreach, graphic design, and plan implementation experience in order to assist Douglas County in delivering a successful Comprehensive Trails Plan. Similar to our approach with the Master Plan update our scope of work is straight forward: provide resources to the Douglas County Community Services Department in order to update the Comprehensive Trails Plan to better align with the community vision for the next 20 years, creating an easy to read, visual and more importantly, implementable plan.

We have added Karen Mullen with KME, Inc. to the Team who will assist our Team and Douglas County with stakeholder and agency facilitation and collaboration, helping identify funding avenues for future projects, as well as using her expertise on the operations and maintenance side. Karen has a long history in recreation including serving as Washoe County Parks Director for many years. Karen has been instrumental in implementing multiple trails and recreation projects throughout northern Nevada including right here in Douglas County and will be a huge asset for this project.

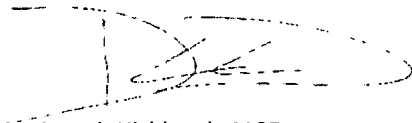
Derek Kirkland will be the Project Manager and point of contact for the Project. He was the successful project manager for the recent 2020 Douglas County Master Plan Update, and recent Town of Gardnerville Parks Master Plan. Derek has served as project manager for the Washoe County Parks Master Plan Update, as well as numerous trails projects in the Tahoe Basin. Derek has a great deal of experience working with agencies to deliver scopes of work that appropriately fit the project and organizational needs of the agency. He has worked in multiple successful staff augmentation roles helping get the right resources for the project in order to make tight time frames and keeping projects within the budgets.

We have provided an estimated budget based on a more visual and reorganized Comprehensive Trails Plan. Our Team can be flexible with resources as well, providing the right scope of work to fit the budget you have. Although we have provided a draft budget, we would like a chance to sit down with your Team to finalize the scope of work and budget based on your input.

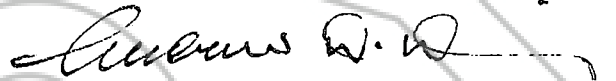
# Douglas County Comprehensive Trails Plan

We at Wood Rodgers take pride in the fact that the principals and management staff are hands-on with the work product and are responsive to clients' needs. We have worked on a variety of projects in the area and have built great relationships with the stakeholders that will be involved in this project including Douglas County. We are excited at the chance to work with Douglas County again on this project and are ready to begin work immediately when selected. Thank you for your consideration. Should you have any questions concerning this document, please contact either of the undersigned at (775) 823-4068.

Sincerely,  
**WOOD RODGERS, INC.**



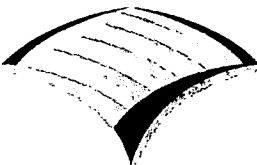
Derek Kirkland, AICP  
Project Manager



Andrew Durling, AICP, LEED AP  
Principal-in-Charge

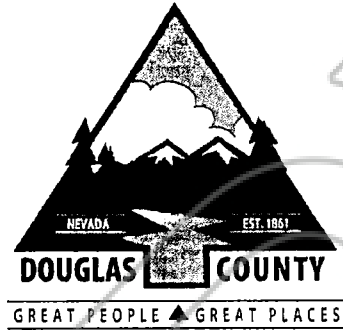
# Project Team & Organization

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## PROJECT TEAM & ORGANIZATION

Wood Rodgers brings Douglas County a very talented, recreation focused team of planners, landscape architects, environmental planners, and engineers to successfully deliver this project. Given our strong capacity of over 350 professionals in Nevada and California coupled with excellent team availability, we have the time and in-house resources to meet your project deadlines. The details of this outstanding team and hourly rates (HR) are illustrated in the following organizational chart. Detailed resumes of Wood Rodgers staff are provided at the end of this proposal.



### KEY STAFF



HR  
\$250

**Andy Durling, AICP**  
Principal-in-Charge



HR  
\$210

**Derek Kirkland, AICP**  
Project Manager



HR  
\$210

**Corey Kazinec, RLA**  
Landscape Architecture Lead



HR  
\$250

**Mark Casey, PE**  
Civil Engineering Lead



HR  
\$180

**Craig Burnside**  
Recreation/Park Specialist



HR  
\$150

**Karen Mullen**  
Trail Management  
*KME, Inc.*

### SUPPORT RESOURCES



HR  
\$220

**Brian Martinezmoles, PE**  
Engineering Support



HR  
\$200

**Leslie Burnside**  
Environmental Support



HR  
\$180

**Kathryn Kim, RLA**  
Landscape Support



HR  
\$180

**Eric Hasty**  
Planning Support



HR  
\$200

**Eric Ford, GISP**  
GIS Specialist



HR  
\$155

**Stephen Barrow**  
GIS Support



HR  
\$130

**Amber Harmon**  
Public Outreach Support

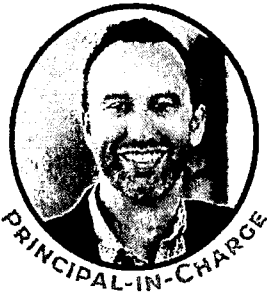


HR  
\$155

**Devin Crowley**  
Graphic Design







### Andy Durling, AICP



BS/2000/Geography



American Institute of Certified Planners (AICP)



18 years with Wood Rodgers

Andy has over 22 years of professional planning and urban design experience. Mr. Durling is involved in the project management, preparation and public hearing representation of Wood Rodgers’ planning projects and is the Director Planning for Wood Rodgers’ Nevada division. His experience with complex planning endeavors and his propensity for creative thought has led to numerous successful projects throughout Nevada. He has a wide breadth of project management and design experience, including redevelopment and urban center design, industrial, research, and business park development, mixed use, commercial, residential, affordable housing, and parks and public facility planning and design. Further, he excels at creating design standards and specific plan documents, with a proven track record of plan implementation. He is a skilled consensus builder and works well with community groups and stakeholders.

#### RELEVANT EXPERIENCE

- Douglas County Master Plan Support, NV – Principal-in-Charge
- Town of Gardnerville Parks Master Plan, NV – Principal-in-Charge
- 2019 Washoe County Parks and Open Space Master Plan Update, NV – Principal-in-Charge
- City of Fernley Master Plan Update, NV – Principal-in-Charge



### Derek Kirkland, AICP



BS/2007/General Studies (Emphasis in Civil Engineering and Geography-Planning)



American Institute of Certified Planners (AICP)



15 years with Wood Rodgers

Mr. Kirkland has over 20 years of combined experience in land development and transportation planning. Mr. Kirkland has a unique set of qualifications he developed through his work on a broad range of projects including community master plan projects, residential and commercial site planning and design, land use analysis, parks master plans, city and region wide master plans, bike trail design, as well as leading multi-modal transportation corridor studies, and transportation grant writing and management. Mr. Kirkland also has a great deal of experience successfully leading and participating in the public engagement process for complex projects and successfully involving many stakeholders and vocal communities in reaching a consensus for project decision.

#### RELEVANT EXPERIENCE

- Nevada Stateline to Stateline Bikeway Phase 3, East Shore Lake Tahoe, NV – Project Manager
- Douglas County Master Plan, NV – Project Manager
- Pyramid Lake Bike Path, Pyramid Lake, NV – Project Manager



### Corey Kazinec, RLA



BS/2002/Landscape Architecture



Registered Landscape Architect in Nevada #915



18 years with Wood Rodgers

Corey has almost 20 years of experience in master planned communities, site developments, parks and recreation, open space corridors, and streetscape design. His experience on a number of complex projects for both the private and public sector has spanned the full spectrum of design from large-scale planning assignments to detailed design and implementation projects. As a licensed Landscape Architect in both Nevada and California, Corey carries an important personal devotion to many of the issues surrounding the integrity of the regions. He is responsible for conceptual landscape design, design development, irrigation and planting design, and preparation of detailed construction drawings.

#### RELEVANT EXPERIENCE

- Gardnerville Parks Master Plan, Gardnerville, NV – Landscape Architect
- Johnson Lane Park, Douglas County Parks Department, Douglas County, NV – Landscape Architect
- North Valleys Regional Park Master Plan Update, Washoe County, NV – Landscape Architect
- Monterey Bay Sanctuary Scenic Trail, CA – Landscape Architect



### Mark Casey, PE



BS/1988/Civil Engineering



Professional Engineer in Nevada #9997



19 years with Wood Rodgers

Mark has over 34 years of comprehensive experience in Civil Engineering. Mr. Casey has had responsibility for the design of freeways, highways, arterials and neighborhood streets, airfield projects, sewers, storm drain systems, site development, mass grading projects, landfill development and reclamation projects, dams, mining and various other types of projects. He is extremely knowledgeable in the preparation of civil plans, specifications and construction cost estimates as well as construction management. Mr. Casey's experience has ranged from Project Manager to Designer to Construction Manager on small projects to larger construction projects with civil construction budgets over \$35 Million. Mr. Casey has been the liaison for public involvement for many of these projects including public meetings and coordination between multiple stakeholders for a single project.

#### RELEVANT EXPERIENCE

- Pyramid Lake Bike Path, Pyramid Lake, NV – Principal-In-Charge
- North Kingsbury Trailhead, Douglas County, NV – Principal-In-Charge
- Johnson Lane Park Redevelopment, Douglas County, NV – Principal-In-Charge





## Craig Burnside



BS/1987/Plant Science



7 years with Wood Rodgers

Craig brings over 30 years of park planning and 30 years park maintenance expertise, having served as Park Ranger, Parks Supervisor and Parks Superintendent for Douglas County. His rare experience of performing and supervising park maintenance, combined with his park and park improvement planning, enables him to generate projects that are interesting, yet efficiently maintained. His years of maintenance experience have provided him with a broad palette of plants that perform well in Northern Nevada. Specialized experience includes large scale irrigation systems drawing from both municipal and well water sources, utilizing central control and weather station derived ET data, and oversight and budgeting the operation and maintenance of a large and diverse park system

### RELEVANT EXPERIENCE

- Pyramid Lake Bike Path, Pyramid Lake, NV – Field Investigations
- Town of Garderville Parks Master Plan, NV – QA/QC
- Johnson Lane Regional Park, Douglas County, NV – Park Superintendent
- Topaz Lake Recreation Area Master Plan and Phase I Improvements, NV – Design Support



## Karen Mullen



BS/1976/Renewable Natural Resources



16 years with KME, Inc.

As a consultant, Karen has extensive experience at Lake Tahoe working on the SR 28, SR 89 and U.S. Highway 50 corridors since 2006. She was the former Director for Washoe County Regional Parks and Open Space program establishing much of the existing county trail system, both on county and federal lands, through bond issues and volunteer programs. She has worked with Douglas County staff to prioritize region wide grant applications, legislative issues, corridor management plans connecting trails, Ascuaga property acquisition, etc., to further regional goals along the Sierra Front. Her work encompasses trail connectivity for authorized and new trails, connecting residents and visitors to trails, transit to trails program, trailhead parking management including demand and capacity based analysis, social trail decommission work, relocation of shoulder parking to off-road parking to address safety concerns, negotiation of operation and maintenance agreements, establishing monitoring metrics and data collection for the agencies, developing cross jurisdictional. Her work has included project management, coordination and development of cross jurisdictional sustainable partnerships, public facilitation of projects and providing strategic analysis of issues to find solutions for agencies and communities along the corridors. It has included analyzing and leveraging financial opportunities for agencies along with assistance in grant writing. In addition, Karen developed the original templates with the 13 partnering agencies in the SR 28 and U.S Highway 50 corridors including Charter

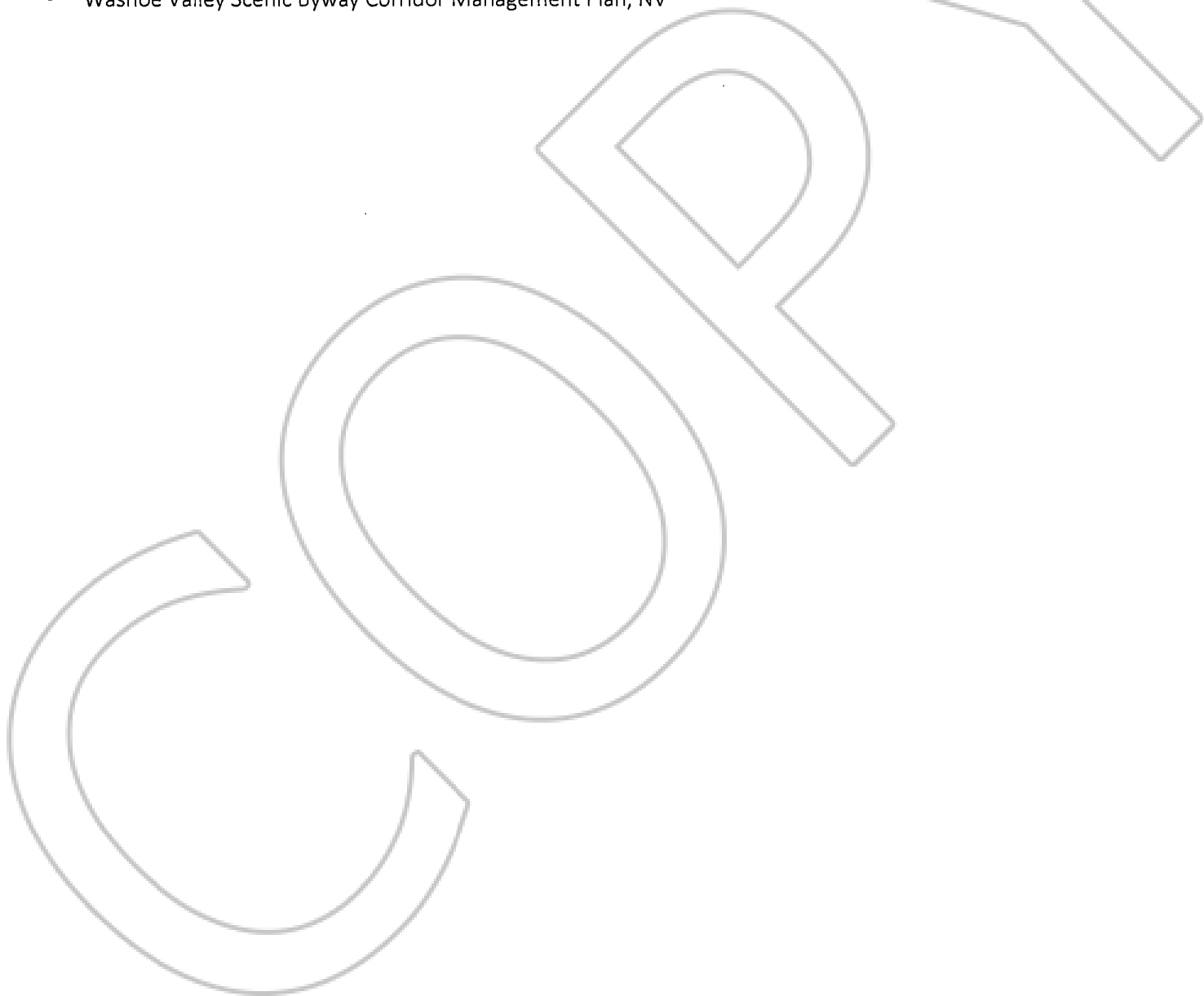




Agreements that provide for the working relationships amongst agencies, project funding agreements, and long-term operations and maintenance agreement. She has assisted agencies in the acquisition of property and right of way. She has worked with the agencies in developing language for legislation and code changes to enhance the success of projects.

### RELEVANT EXPERIENCE

- Nevada Stateline to Stateline Bikeway, Tahoe Basin, NV
- SR 89 Recreation Corridor Management Plan, NV
- Mt. Rose Scenic Byway Corridor Management Plan, NV
- Nevada Recreation Trails Program Tahoe Trails Website, Environmental Education Program
- Washoe Valley Scenic Byway Corridor Management Plan, NV

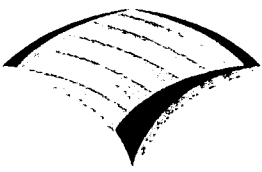


**Figure 1: Key Staff Members Availability & Capacity**

% Avail.	Team Member & Current Assignments	% Committed	End Date
40%	5 Ridges Subdivision	20%	Oct 2022
	Confidential Project	20%	On-going
	Talus Valley Subdivision	20%	On-going
50%	US50 Corridor Management Plan	30%	Dec 2022
	Lander County Zoning Code Update	10%	Nov 2022
	Pyramid Lake Bike Path Design	10%	2023
50%	Talus Valley Recreation Plan	25%	2023
	Misc. PW Landscape Projects	10%	On-going
	Misc. Land Development Project	15%	On-going
75%	Pyramid Lake Bike Path	10%	2023
	RTIA ConRAC Facility	20%	Mar 2023
	RTC Holcomb Avenue Rehabilitation	5%	Mar 2023
30%	Misc Project Assignments	50%	Nov 2022
	NRCS Fieldwork and Reporting	15%	Sep 2022
75%	US50 Corridor Management Plan Improvements	10%	Dec 2022
	SR28 Corridor Monitoring Report	5%	Sep 2022
	FTD Policy Development	15%	Jun 2023

**Related Experience & References**

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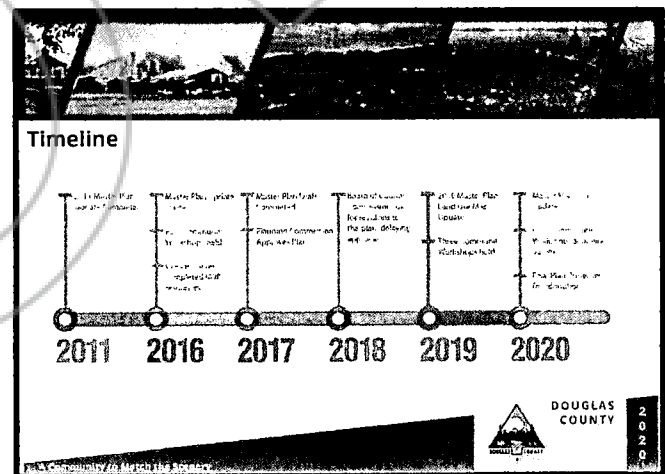
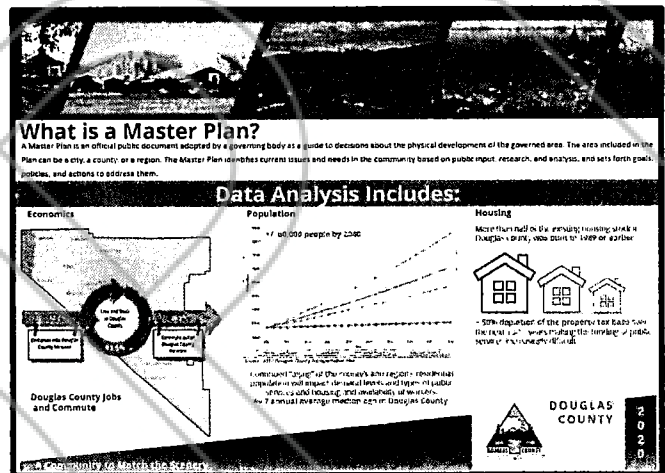


## RELATED EXPERIENCE & REFERENCES

### Douglas County Master Plan | Douglas County, Nevada

- Reference(s):** Douglas County, Sam Booth, (775) 782-6210
- Dates:** June 2020 – January 2021
- Project Fees:** \$125,000
- Key Team Members:** Andy Durling, Derek Kirkland, Eric Hasty, Devin Crowley

Wood Rodgers was retained by Douglas County to help their planning staff with finishing the Douglas County 2020 Master Plan Update. The primary scope of work included reorganization of the update work that was started in 2016, consolidation of goals and policies, and creating a plan that was easy for the public to understand and heavy in graphics. The scope of work also included innovative public outreach given the current pandemic. In a very short time frame our team provided the final plan, including the final outreach, within a 5-month period. Our Team assisted with conducting a joint planning commission and board of county commission workshop virtually, developed a community wide survey, and assisted with virtual presentations as well as reservation only workshops. The initial work on the plan included an extensive goals and policy audit that ultimately lead to a complete overhaul of the goals and policies within a few months. This plan was approved by the County Commission December 2020. **2021 NVAPA Rural Outstanding Plan or Project Award Winner.**



### Relevant Project Elements:

Master Plan | Community Planning | Graphic Design | Public Outreach | Stakeholder Coordination

**Town of Gardnerville Parks Master Plan | Lake Tahoe, Nevada**

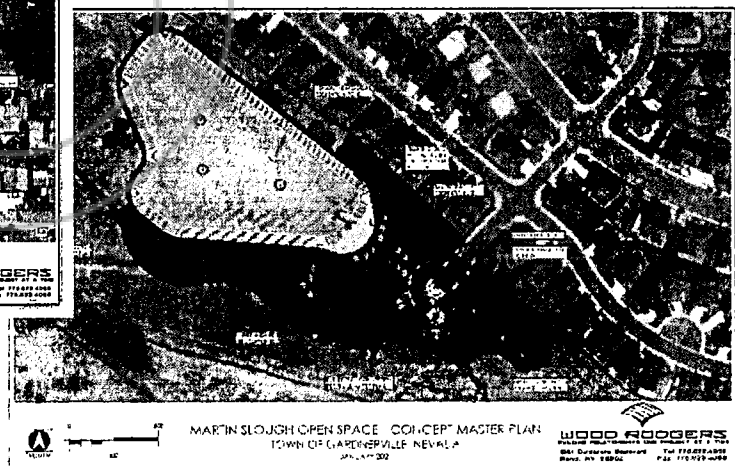
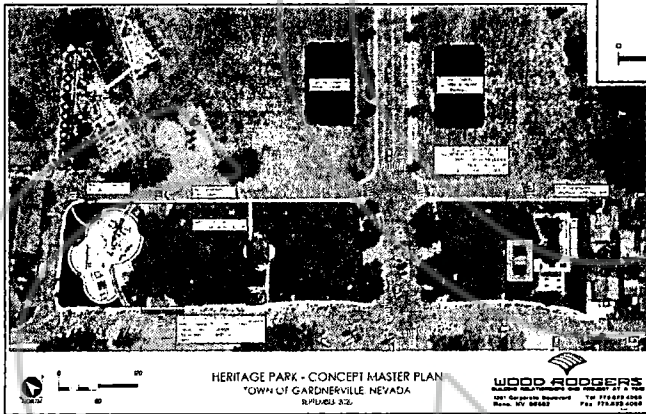
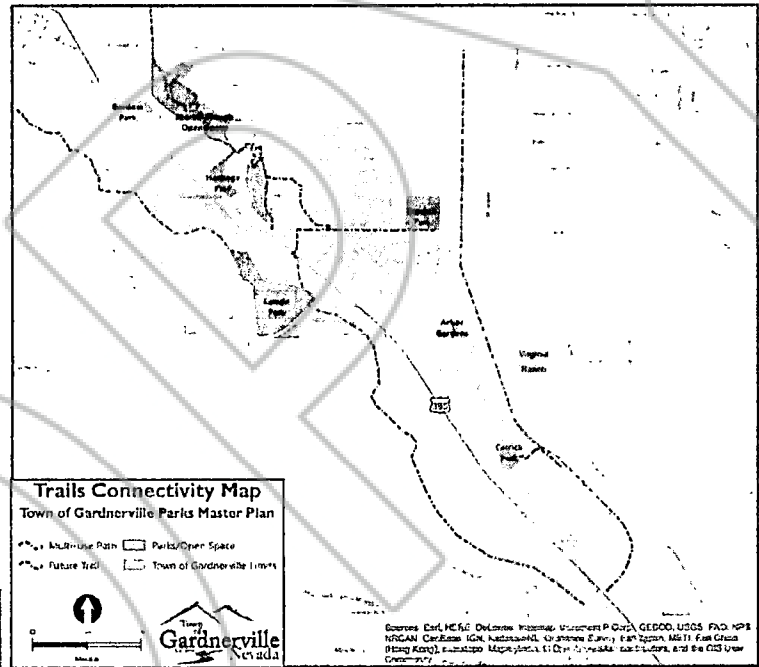
**Reference(s):** Town of Gardnerville, Erik Nilssen, (775) 335-1872

**Dates:** March 2020 – October 2020

**Project Fees** \$48,895

**Key Team Members:** Andy Durling, Derek Kirkland, Eric Hasty, Corey Kazinec, Craig Burnside

Wood Rodgers planning and landscape architecture staff completed the creation of the first Town of Gardnerville Parks Master Plan to help better serve the residents of Gardnerville and guide the long-term vision of each park. Responsibilities involved an analysis of the existing parks and facilities utilizing GIS and census data to determine demographics and to develop a gap and needs assessment. Our Team developed the graphicly oriented parks master plan document, including connecting trails. The master plan was approved by the Town Council January 2021.

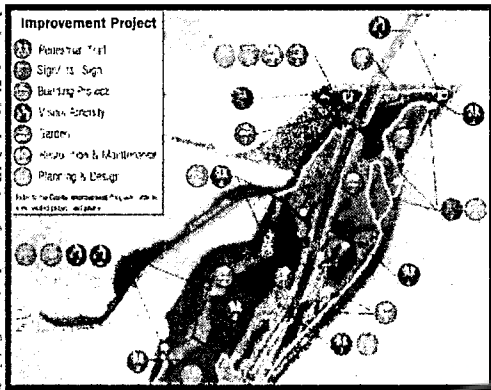


**Relevant Project Elements:**

Master Plan | Community Planning | Parks, Recreation & Trails Planning | Graphic Design | Public Outreach | Stakeholder Coordination

## Truckee Meadows Nature Study | Reno, Nevada

<b>Reference(s):</b>	Truckee Meadows Parks Foundation, Heidi Anderson, (775) 453-0278
<b>Dates:</b>	October 2020 – April 2021
<b>Project Fees</b>	\$7,500
<b>Key Team Members:</b>	Andy Durling, Derek Kirkland, Eric Hasty



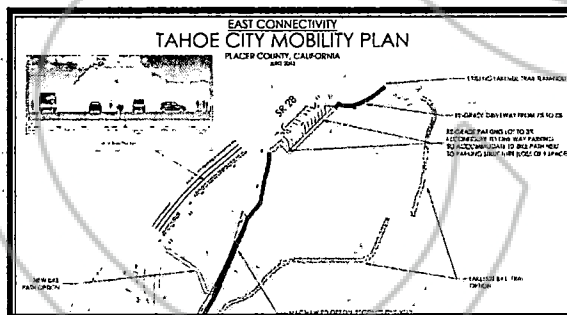
Wood Rodgers was retained by the Truckee Meadows Park Foundation to assist them with a phased implementation plan in order to convert the old Rosewood Lakes Golf Course into the Truckee Meadows Nature Study Area. Wood Rodgers planners, GIS, and engineering staff assisted with trail connectivity as well as cost estimates for the various trails and projects identified in the plan, a funding plan, and mapping.

### Relevant Project Elements:

Master Plan | Parks, Recreation & Trails Planning | Graphic Design | Cost Estimating

## Tahoe City Mobility Plan | Tahoe City, California

<b>Reference(s):</b>	TCPUD, Matt Homolka, (530) 580-6042
<b>Dates:</b>	June 2016 – December 2016
<b>Project Fees</b>	\$25,000
<b>Key Team Members:</b>	Andy Durling, Derek Kirkland, Devin Crowley



The intent of the Tahoe City Mobility Plan was to more fully visualize and design for pedestrian and bicycle connectivity in downtown Tahoe City and understand the community support for enhancements. Wood Rodgers, as a sub-consultant, provided planning, engineering, and graphics support in developing the mobility plan. Wood Rodgers was responsible for developing intersection improvements to increase bike and pedestrian safety, developing alternatives for a shared use path, as well as

developing alternatives for parking and circulation improvements.

### Relevant Project Elements:

Parks, Recreation & Trails Planning | Graphic Design | Community Connectivity | Preliminary Engineering



## SR 28 Corridor Improvements and East Shore Trail Extension | Lake Tahoe, Nevada

<b>Reference(s):</b>	Tahoe Transportation District, Carl Hasty, (775) 589-5500
<b>Dates:</b>	August 2017 – September 2020
<b>Project Fees</b>	\$435,792
<b>Key Team Members:</b>	Derek Kirkland, Leslie Burnside, Eric Ford, Devin Crowley, Karen Mullen (KME, Inc.)

Wood Rodgers assisted the TTD with project management, agency coordination, planning, preliminary design and environmental analysis (EA) support including assisting the USFS with preparing the Tahoe Regional Planning Agency (TRPA) environmental document portions of the EA. Wood Rodgers prepared the 30% design of the project that included 8 miles of the East Shore Trail from Sand Harbor State Park to Spooner State Park. Design included the shared use path in steep terrain with over 4 miles of structures, co-location of the path with IVGID's sewer effluent force main and NV Energy underground powerlines. Design also included new and expanded parking areas, highway safety improvements, and an Aquatic Invasive Species (AIS) inspection station for the TRPA. To support the TRPA EA portions Wood Rodgers prepared 3D visual simulations for visual impacts due the scenic corridor, a parking analysis for recreation impacts, as well as an analysis of the required environmental thresholds. Wood Rodgers provided ongoing coordination with TRPA environmental planning staff throughout the process to ensure successful completion of the document, which was approved by TRPA. Wood Rodgers also provided support to the USFS staff to incorporating the TRPA environmental review portions completed by Wood Rodgers into a single EA document to also cover NEPA streamlining the environmental review process. Wood Rodgers assisted with document review, maps and graphics, as well as transportation sections for NEPA.



### Relevant Project Elements:

Bike trail | Preliminary Engineering Design | Corridor Planning | Site Surveying | Stakeholder Coordination | Community Connectivity | Environmental Services | Graphic Design | Public Outreach

**Gold Rush Multi-Use Path | Sonora, California**

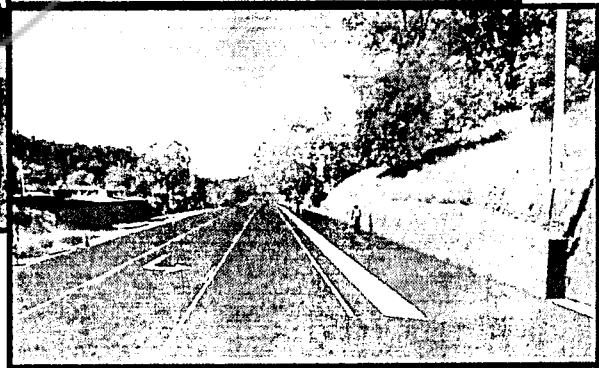
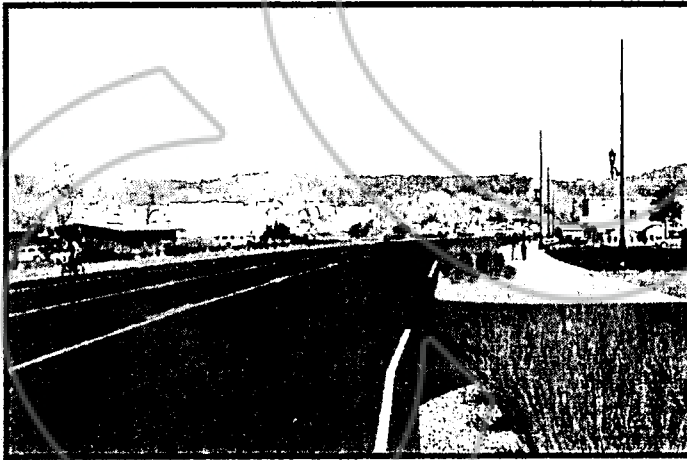
**Reference(s):** Tuolumne County Transportation Council Darin Grossi, (209) 533-5603

**Dates:** August 2018 – July 2022

**Project Fees** \$200,000

**Key Team Members:** Derek Kirkland, Eric Ford, Devin Crowley

As part of the SR 49 Jamestown to Columbia Multimodal Corridor Plan, Wood Rodgers provided planning, public outreach, preliminary design, and graphic support to develop a shared use path along SR 49 connecting the historic communities of Columbia, Sonora, and Jamestown. Wood Rodgers led a design charrette with the various stakeholder and communities, including walking tours. Wood Rodgers most recently prepared an Active Transportation Program grant application for TCTC and the City of Sonora, conducted a VMT analysis for the project, and have prepared various photo renderings for project presentations.



**Relevant Project Elements:**

Parks, Recreation, & Trails Planning | Preliminary Engineering Design | Graphic Design | Community Connectivity



**Pyramid Lake Bike Path Design Project | Washoe County, Nevada**

**Reference(s):** Pyramid Lake Paiute Tribe, Johnnie Garcia, (775) 574-1000 Extension 106

**Dates:** February 2020 - Present

**Project Fees** **Construction Cost: \$20m (est.) | Design Fee: \$327,960**

**Key Team Members:** Mark Casey, Derek Kirkland, Leslie Burnside, Eric Ford, Brian Martinezmoles

This Wood Rodgers led project includes, project planning, environmental documentation, pre-construction surveys, design, supplemental rights-of-way documents, design, special contract requirements, and engineer's estimate for the design of approximately 11-miles of BIA Route T100. This is a paved bike path (West Shore) on the Pyramid Lake Paiute Indian Reservation in Washoe County, Nevada. The path will help connect facilities on Pyramid Lake with residences in Sutcliff, while also providing a unique amenity for visitors.



**Relevant Project Elements:**

Bike Trail | Parks, Recreation, & Trails Planning | Preliminary Engineering Design | Site Surveying | Geotech | Environmental Services | Community Connectivity

**SR28 National Scenic Byway Corridor Signage Master Plan | Lake Tahoe, Nevada**

**Reference(s):** Washoe County Regional Parks & Open Space, Cheryl Surface, (775)328-2039

**Dates:** March 2016 – June 2016

**Project Fees** \$50,000

**Key Team Members:** Derek Kirkland, Eric Ford, Devin Crowley, Karen Mullen (KME, Inc.)

Following a very collaborative design charrette process, Wood Rodgers was able to assist Washoe County Parks in developing a signage master plan for the SR 28 Corridor, which included highway wayfinding and gateway signage, East Shore Trail signage and logo design (both 2D and 3D renderings), and interpretive signage.



The East Shore Trail logo was brought to life utilizing the plan and was unveiled at the ground-breaking ceremony for the East Shore Trail segment from Incline to Sand Harbor.

**Relevant Project Elements:**

Master Plan | Community Planning | Parks, Recreation & Trails Planning | Graphic Design | Public Outreach | Stakeholder Coordination

**Washoe County Parks & Open Space Master Plan | Washoe County, Nevada**

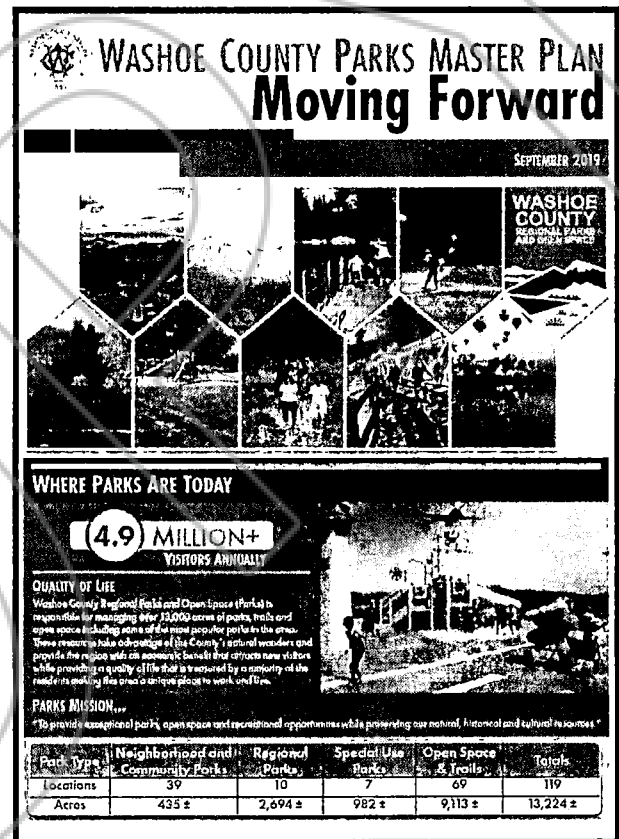
**Reference(s):** Washoe County, Colleen Wallace-Barnum, (775) 328-2181

**Dates:** Spring 2017 - September 2019

**Project Fees:** \$99,910

**Key Team Members:** Andy Durling, Derek Kirkland, Eric Hasty, Eric Ford, Devin Crowley, Karen Mullen (KME, Inc.)

Wood Rodgers was retained by the Washoe County Department of Regional Parks and Open Space (Parks) to develop a parks master plan for the unincorporated areas of Washoe County. The master plan process included coordination with both the City of Reno and City of Sparks Park and Recreation departments. The master plan was predicated by a desire to streamline the County's numerous parks districts, and to develop implementation strategies. The plan involved a large data collection effort including demographic data, development patterns, and a countywide park's facility needs assessment. Wood Rodgers completed a comprehensive existing facilities and trailhead inventory utilizing smart phone data collection and photographic cataloguing tool developed in-house. The data collected included point data of amenities within each facility, as well as a georeferenced photographic data. Due to the size of Washoe County in-person open house style and online public outreach tools also developed in-house were utilized in order to build consensus around developing planning areas within the county to better analyze the data. The report included an analysis of staffing levels as well as how budget cuts have impacted current and future services to determine implementation strategies going forward such as opportunities specific to each planning area, utilizing existing and new legislation to establish long-term funding solutions, and the potential to collapse several park sub-districts to allow for more flexible spending of available residential construction tax (RCT) money. The Plan was adopted September 2019.



**Relevant Project Elements:**

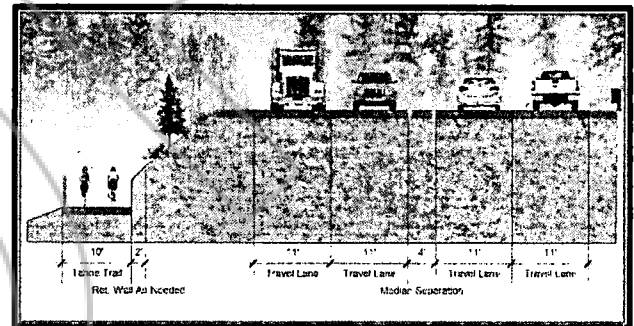
Master Plan | Community Planning | Parks, Recreation & Trails Planning | Graphic Design | Public Outreach | Stakeholder Coordination

## US 50 Tahoe East Shore Corridor Management Plan | Douglas County, Nevada

<b>Reference(s):</b>	NDOT, Melissa Chandler, (775) 888-7170
<b>Dates:</b>	January 2021 - Present
<b>Project Fees</b>	\$428,925
<b>Key Team Members:</b>	Bryan Gant, Derek Kirkland, Eric Hasty, Devin Crowley, Leslie Burnside, Eric Ford, Brian Martinezmoles, Karen Mullen



The US 50 Tahoe East Shore Corridor Management Plan (CMP) provides creative solutions to address the many transportation challenges along the 13-mile corridor within the Lake Tahoe Basin from Spooner down to Stateline, including establishing the plan for extending the Nevada Stateline to Stateline Bikeway (Tahoe East Shore Trail). The CMP will identify a mobility vision, objectives, performance measurements, and improvement strategies for the corridor based on existing regional plans, stakeholder input, and sound technical assessment. In addition, the corridor vision will focus on recognizing regional economic development objectives, the unique seasonal and massive visitor-driven fluctuations in use, local planning and project development activities, and serving to guide the project development process. The CMP is focused on implementation, multimodal solutions (Tahoe East Shore Trail), local and regional transit services, parking management strategies, and innovative transportation strategies. Wood Rodgers has worked collaboratively with Douglas County, the Nevada Department of Transportation (NDOT), TRPA-MPO, Tahoe Transportation District (TTD), United States Forest Service – Lake Tahoe Basin Management Unit (USFS-LTBMU), among other local and state agencies, business groups and key stakeholders, and hosted numerous public meetings.



### Relevant Project Elements:

Bike Trail | Parks, Recreation, & Trails Planning | Preliminary Engineering Design | Corridor Plan | Graphics | Community Connectivity

### Other Master Plan and Recreation Projects:

- North Kingsbury Tailhead, Douglas County, Nevada
- Johnson Lane Regional Park, Douglas County, Nevada
- Ballardini Ranch Trailhead Design, Washoe County, Nevada
- Southvalleys Park Master Plan, Reno, Nevada
- Northvalleys Park Master Plan, Reno, Nevada
- Fernley Master Plan, Nevada
- Pumpkin Hollow Recreation Complex, Yerington, Nevada
- Pembroke Recreation Complex, Reno, Nevada
- Portola Parks and Recreation Master Plan, Portola, California
- Carson City Open Space Wetlands Rehabilitation Design Project, Nevada
- Kiley Ranch North, Parks & Open Space Master Plan, Sparks Nevada
- North Tahoe Trail Project, Placer County, California
- American Valley Recreation Trail Master Plan, Plumas County, California

# Scope of Work & Compensation

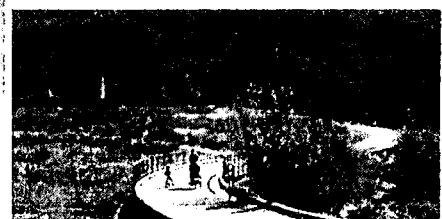
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## SCOPE OF WORK & COMPENSATION

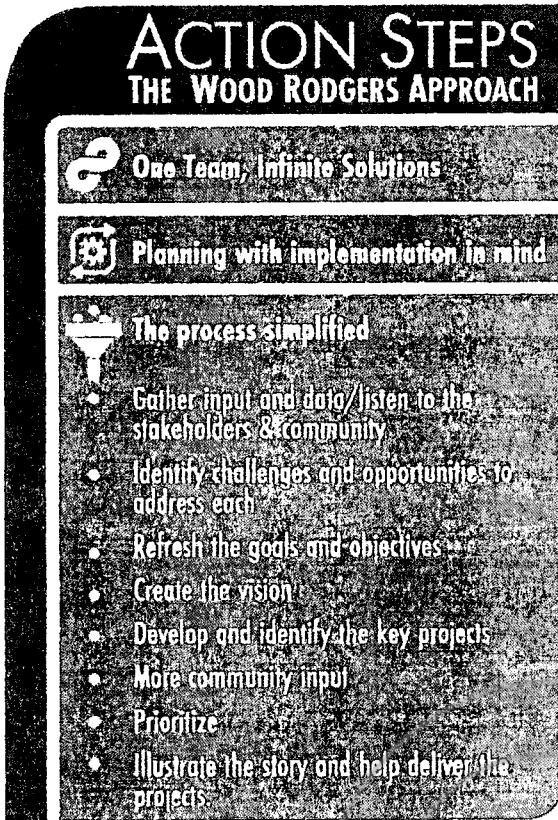
Trails are diverse, especially in Douglas County that is home to over 67% federally owned land and holds one of the most iconic places in the world, Lake Tahoe. From the Tahoe Basin to the Pine Nut Range, trails are extensive in Douglas County and vary in type and use. These trails range from single track to paved, dirt roads, historic trails, and accommodate many different uses from mountain biking, hiking, equestrian, urban connectivity, off-road vehicles, winter use versus summer use, and must accommodate new technology such as electric bikes. Many residents and visitors use the trails in different ways and have different views as to what a trail is, or how they plan to use them in the future. Many people may not realize that they use mountain bike trails today, but 20 years from now find themselves more on the paved trail network intown. Also new technology including electric bikes are enabling more and more people to use trails. The goal of our Team is to help Douglas County create a plan for the next 20 years of how all these trails and users come together and provide a tremendous benefit and opportunity for Douglas County. A plan that capitalizes on the great work already done to date while supplementing that with new ideas, priorities, opportunities for funding, and a framework for delivering these projects. With the Wood Rodgers Team, Douglas County is gaining a project partner that can provide infinite solutions all under one roof to deliver an implementation focused Comprehensive Trails Plan. From transportation planning, trail and recreation planning, conceptual renderings and design, GIS mapping, landscape architecture for trail heads and other amenities, environmental planning for more sensitive areas, engineering design and cost estimating for every project associated with the Trails Plan, to funding strategies and operations and maintenance planning among other resources including Survey, Geotech. The Wood Rodgers Team has the experience and proven track record both on the planning side and implementation side to help Douglas County deliver this scope of work.

Our Team understands budgets and timelines and the need to adjust to help meet the goal of the project. Our approach is to provide the resources to augment Douglas County's staff to deliver a successful Comprehensive Trails Plan. To accomplish this, we have a talented staff who can be flexible and focus our time where Douglas County feels it is needed the most and let Douglas County focus on the areas your team are best at. This approach complements the talents of Douglas County staff for the project while saving cost by not duplicating efforts, and ultimately accelerating the timeline working together. We have provided a scope of work below with our initial thoughts to approach, and our Team is flexible to adjust things around as Douglas County feels will best serve the project.





**Task A: Goals, Objectives, Work Plan, Action Steps, and Timelines**



**ACTION STEPS  
THE WOOD RODGERS APPROACH**

- One Team, Infinite Solutions
- Planning with implementation in mind
- The process simplified
  - Gather input and data/listen to the stakeholders & community
  - Identify challenges and opportunities to address each
  - Refresh the goals and objectives
  - Create the vision
  - Develop and identify the key projects
  - More community input
  - Prioritize
  - Illustrate the story and help deliver the projects

**A.1 Project Management, Coordination, and Action Steps.** The purpose of this task is to manage the project schedule and budget while conducting a meaningful engagement process with Douglas County Staff and Stakeholders to ensure overall project success. Our PM will allocate time and effort to ensure an efficient and timely process for project execution. In addition to ongoing coordination with the Douglas County PM, our Team also proposes to develop a Technical Advisory Committee (TAC) to ensure regular communication with partnering agency staff, and other interested regulatory agencies. We propose a bi-weekly meeting with the Douglas County PM, while TAC meetings would be limited to key decision making points. The TAC will be focused on key projects, helping overcome challenges, project prioritization, and setting the framework for future implementation and design. Wood Rodgers will provide all appropriate meeting materials, agendas, sign in-sheets, as well as a summary of each meeting held. Meetings notes will include potential issues and resolutions that are tracked as the plan progresses, and documenting consensus and changes that have occurred as a result of TAC reviews.

The Wood Rodgers PM will develop a work plan around the scope of services provided in this proposal and will work closely with the Douglas County PM to adjust timelines and action steps as necessary to ensure the Trails Master Plan can be delivered efficiently to meet the goals and objectives created by Douglas County and the community they serve. Wood Rodgers’ goal is to help Douglas County staff create the implementation framework for delivering the trails that reflects the priorities, values, and vision of the community. Action steps to achieve project success are outline in each task within this proposal.

**Quality Assurance (QA) at Wood Rodgers** is a project-wide approach that establishes and oversees policies, procedures, standards and guidelines aimed at producing an acceptable level of quality. Quality Control (QC) consists of task specific activities that apply the QA policies at each level to maintain an acceptable level of quality through the application of sound project management, guidance and review.

Each and every team member is responsible for ensuring quality as an integral part of his/her project responsibility. In addition, prior to the submittal of any draft or final document, a senior staff engineer on our team will also complete a QA/QC review. The reviewer will verify that the documents are prepared in conformance with the contract requirements and generally accepted professional standards of engineering. Wood Rodgers’ Principal in Charge will have the general responsibility for ensuring that all elements of the QA/QC are complied with, including ensuring that adequate resources are available to perform quality work.

**A.2 Project Goals, and Objectives:** Wood Rodgers will review goals and objectives applicable to trails in the current Trails Master Plan, the Douglas County Master Plan, Gardnerville and Minden Plans, Tahoe Regional Planning Agency (TRPA)

and Tahoe Transportation District (TTD) Plans, Nevada Department of Transportation (NDOT) Plans, and other applicable plans. Wood Rodgers will develop a memo that outlines the various goals and objectives in an easy-to-understand format that clearly identifies overlap versus what might be unique to a certain plan. The memo will identify goals and objectives that should be carried forward in the updated Trails Master Plan along with any suggested edits while also identifying goals and objectives that may not be relevant. Consolidation will be a top priority to ensure goals and objectives carried forward are easy for the community to understand while also improving implementation moving forward.



### Task 1 Deliverables

Updated workplan and schedule based on Douglas County staff input. Progress Reports, Meeting Agendas and Notes. A memo outlining proposed changes to Goals and Objectives.

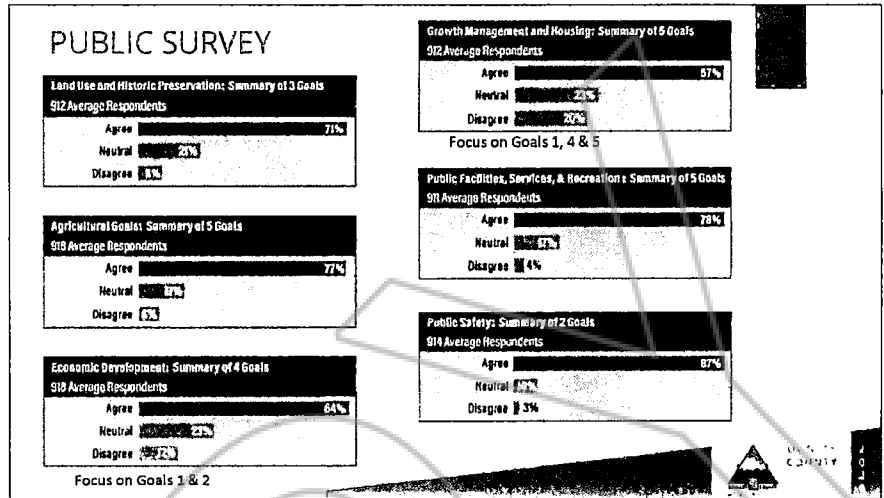
### Task B: Community Input/Outreach

Outreach is a critical step in the process for public, stakeholder and property owner engagement while also keeping the Parks and Recreation Advisory Board, Planning Commission and County Commission updated on project progress and preparing for necessary approvals. Wood Rodgers approach is to keep this process visual through the use of renderings, easily understood maps, and other graphics to help tell the project story and drive meaningful engagement. Public and stakeholder engagement is a crucial element in gaining support for a master plan. Understanding there are multiple communication styles among the public and stakeholders; our staff has developed innovative outreach tools to ensure everyone has a chance to provide meaningful input and take ownership of the Plan. These techniques include both in-person and using our interactive engagement tools. Techniques include:

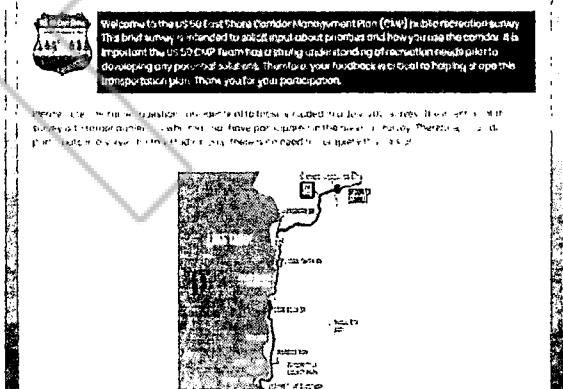
- Formal Presentations at Commission and Board meetings
- Interactive open house-style meetings with maps and graphics
- Individual and group Stakeholder meetings throughout the process
- Engaging a technical advisory committee (TAC) to ensure key agency staff are at the table throughout the process
- Technology – Online surveys, text polling, map based comment tools



- o **Woodpolls** – Internet server and platform developed by our staff dedicated to hosting custom online surveys, gives us much greater creative freedom than we could achieve from typical online survey services. The tool also allows our Team to produce results in a graphic format so they are easily understood and presentable to decision makers and the public.
- o **Text Polling** – In an age where over 90 percent of our community has access to a smartphone, text polling allows by many who would not usually participate
- o **Map-Based Comment Tools** – Interactive GIS tools that allow the public to comment on specific location-based options and scenarios to provide a deeper layer of public engagement



Identifying specific groups is key gaining project support and organizing the outreach process. Our approach is to create Technical Advisory Committee (TAC) that tends to be more of the key agency folks, grant funders, decision makers, public landowners and managers, and those who will also play key roles as projects are implemented. This helps guide the document and create a plan that is implementable in the future. Stakeholders are also a key group in the process but tend to be more influencers opposed to approvers and is a larger group than the TAC. The TAC meetings are more formal, whereas the stakeholder meetings are a mix of in-person one on ones, possibly smaller group settings, or virtual check ins. Stakeholders also help test the concepts, get the message out, and help bring meaningful public input to the process.



**The TAC** – Smaller group of key decision makers and influencers who will play a major role in shaping the plan. May include: key Douglas County staff, Towns of Minden, Gardnerville, and Genoa key staff, USFS key staff (Carson Ranger District and Lake Tahoe Basin Management Units), BLM – Carson District Office Key Staff, NDOT key staff, Nevada State Parks, Nevada Office of Outdoor Recreation, and other Department of Conservation and Natural Resources key staff, TTD/TRPA key staff, Washoe Tribe representative, and other key players as identified by Douglas County.

**The Stakeholders** – larger group that includes private and public entities involved in trails that would have an interest in helping shape the plan. Key Stakeholders include:

The Carson Valley Trails Association, Pine Nut Mountain Trails Association, Nevada Off-road Association, Historic Virginia and Truckee Trail, Tahoe Area Mountain Bike Association, Tahoe Rim Trail Association, Backcountry Horsemen, High Sierra Chapter, National Pony Express Association, Alpine Trails Association (Alpine Co., adjacent jurisdiction), Muscle Powered (Carson City, adjacent jurisdiction), Eastern Sierra Trails Coalition, The Nature



Conservancy, Nevada Lincoln Highway, Carson Valley Visitors Authority, the Lake Tahoe Visitors Authority, and others as identified by Douglas County.

**The Approach** - to engage as many community members and stakeholder as possible, similar to the Douglas County Master Plan, our approach would be to deploy multiple tools simultaneously to gather as much meaningful input as possible without delaying the schedule. Below is an outline of the outreach plan:

**Project Kick-off:**

- Kick-off meeting with Douglas County staff to dial in the outreach plan and identify TAC members
- Kick-off meeting with the TAC to discuss goals, objectives, vision, challenges, priorities

**Visioning:**

- Present draft goals, objectives, and vision memo (Task A2) to Parks and Recreation Advisory Board for feedback, listen to their priorities, desires for future projects. In their mind what does this plan need to do.
- Meet with key stakeholders as a follow up to the Parks and Recreation Advisory Board meeting to further refine the goals, objectives, vision, identifying challenges and discussing possible solutions/priorities.



- Stakeholder interviews (combo of in-person and virtual depending on stakeholder preference)

**Developing the Plan:**

- Following the development of a draft trails map, concepts for key projects, and supporting information engage with the TAC and stakeholders (including GIDs) to ensure the project is on the right path
  - One (1) TAC meeting
  - Stakeholder interviews (combo of in-person and virtual depending on stakeholder preference)
  - Up to three (3) meetings with the GIDs
  - Up to three (3) meeting with the Towns of Minden, Gardnerville, and Genoa (Assumed to be presentations to boards as their staff will participate in the TAC)

Present the draft trails map and concepts to the Parks and Recreation Advisory Board for feedback.

- Host public workshops, including release of online survey
  - Online survey (Wood Poll)
  - Up to four (4) workshops
    - ✓ North Douglas County
    - ✓ South Douglas County
    - ✓ Central Douglas County
    - ✓ Tahoe Basin
- Present the draft concepts and trails map as well as the results of the public input to the Planning Commission and Board of County Commissioners at a Joint Workshop.

**Adopting the Plan:**

- Engage the TAC to refine the key projects and concepts, and trails map, discuss priorities
- Follow up with Stakeholders as necessary
- Present the draft Plan to Parks and Recreation Advisory Board for feedback.

- Present the draft Plan to the Planning Commission and Board of County Commissioners for review and approval.

As part of meeting facilitation, Wood Rodgers will provide graphic displays, PowerPoint presentations, Wood Poll surveys, meeting sign in sheets, comment cards, and other necessary materials for the public meetings., Wood Rodgers will provide meeting summaries of information and comments provided at the meetings. Wood Rodgers will also assist Douglas County in creating a brand for the project and ensuring all materials have similar branding for the project.



### **Task B Deliverables**

Meeting materials, graphics, presentations, online surveys and results, meeting summaries, and a final memo summarizing the overall public outreach process. Meeting summaries will include attendance, significant issues raised, resolutions, ideas, and recommendations discussed. Meetings planned for attendance are outlined below:

- TAC: Up to four (4) Meetings (mix of in-person and virtual)
- Stakeholders: Assuming a total of 40 hours of meeting time (mix of in-person and virtual)
- Parks and Recreation Advisory Board: Up to three (3) meetings
- Town Board Meetings: Up to three (3) meetings (one (1) for each board)
- GID Meetings: Up to three (3) meetings (one (1) for each board)
- Public Workshops: Up to four (4) total meetings
- Planning Commission and Board of County Commission: one (1) joint meeting, one PC meeting, and one (1) BOC meeting

### **Task C: Demographics, Inventory and Assessment**

Our Team has a leg up for this task as we have already spent quite a bit of time with this information through our recent work on the Douglas County Master Plan, and Gardnerville Parks Master Plan. Wood Rodgers will review all necessary plans, document, and previous maps to build an understanding of what the existing and proposed trail system currently includes. All necessary and pertinent information will be summarized in a memo. Wood Rodgers will work with Douglas County staff to update an inventory and assessment of existing recreation facilities and trails including ensuring existing facilities are shown correctly on the map. All current planned and soon to be funded projects will also be noted. Wood Rodgers will focus on the overall connectivity of recreational facilities, closing gaps, addressing deficiencies for all members of the community, as well as looking for potential economic development opportunities. Regional connectivity will be looked at as part of this task.

Wood Rodgers assisted the Douglas County on the recent Master Plan update and plan to utilize that information as starting point including demographics. More current data from the census and State of Nevada will be reviewed to ensure the plans are utilizing the most accurate data as background for the trails master plan. Wood Rodgers will provide an analysis of the current and future demographic trends and the role they play in trails, specifically looking at potential demand and type of users for various trails and overall connectivity.

### **Task C Deliverables**



Memo summarizing existing plans, demographics, and maps of existing recreation and Trails along with identified gaps. Wood Rodgers will work with Douglas County staff to update the County's basic GIS mapping of the existing facilities.

### **Task D: Program Inventory and Assessment**

This task has been incorporated into Task C above to eliminate duplication. Wood Rodgers will look to optimize overall connectivity of trails with programs and recreation areas as part of the assessment in Task C.

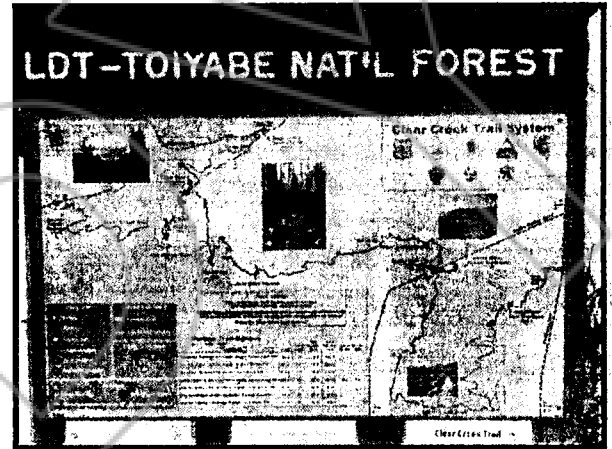


#### **Task D Deliverables**

See Task C deliverables above.

### **Task E: Regional Coordination**

Trails don't always stop at the county line; Wood Rodgers will be coordinating with other agencies and private entities through the stakeholder outreach identified in Task B looking at opportunities for regional connectivity to identify for Task C and F. As part of this work and discussions, Wood Rodgers will be focused on project connectivity and design standards and working with these entities through this master plan process to ensure projects are integrated creating overall regional connectivity.



#### **Task E Deliverables**

Captured in Task B, C, and F Deliverables

### **Task F: Trails Needs and Priorities**

**F.1 Needs Assessment, Identify the Trails:** Trails are diverse from type to size, and residents and visitors use the trails differently. Trails are also generational meaning different age groups use different trails, and over the years those uses change for various people. Using data collected from the previous tasks, Wood Rodgers will work with Douglas County Staff, the TAC, and through stakeholder interviews to further assess the existing trail network refined in Task C, current proposed projects and where gaps exist as well as where current and projected demographics may have an impact on existing and currently proposed trails. Wood Rodgers will identify current community needs and priorities through the initial outreach efforts that will be used to create a map to identify where the specific needs are, where potential challenges exist, and identify potential gap closures and opportunities. Through this process Wood Rodgers and Douglas County staff will be able to identify existing trails, currently planned trails that will remain in the plan, and where new trails and trails heads will be needed. This will include trailheads. The types, size, location, amenities and supporting facilities will be identified based on projected demands/demographics, and community input. Wood Rodgers will prepare a series of maps along with a memo summarizing the need assessment and concept trails map with opportunities.

**F.2 Prioritization Analysis:** Wood Rodgers will work with Douglas County staff to develop certain criteria in order to analyze how projects should be prioritized. The criteria will include findings from the need assessment, community needs and vision, budget and cost, funding options and revenue strategies, as well as overall community benefits. Priorities will be based on area and may include several future projects to help fulfil a broader community priority. This approach will

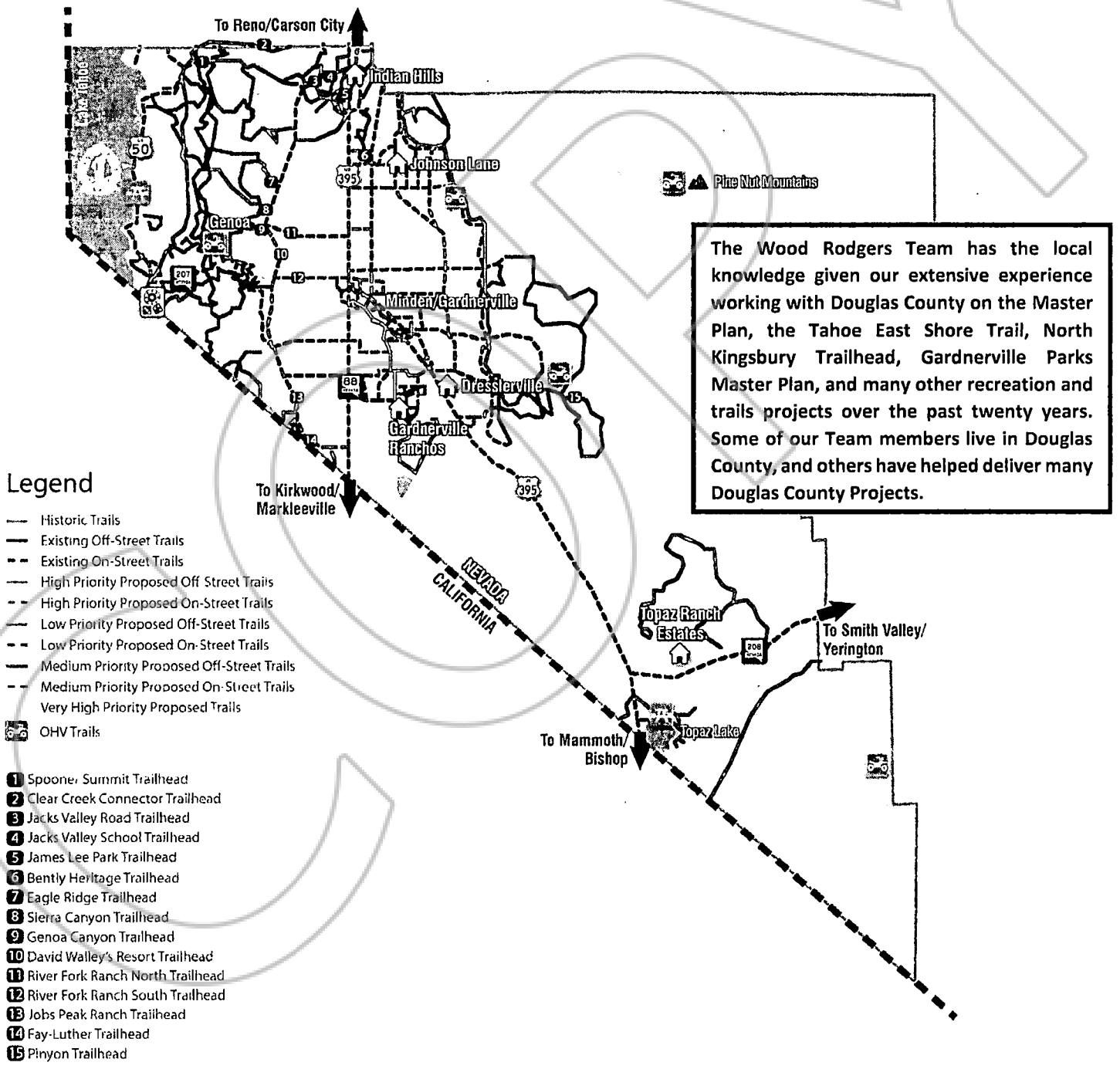


help create the framework for identifying a package of projects to help make funding applications more competitive by solving numerous community challenges. Within each community priority area project can then be broken down further into their own priorities to fit a variety of funding types.



**Task F Deliverables**

Existing conditions map, Needs assessment map, Opportunities map, Draft Trails Master Plan Map, and Prioritization Map. Memo outlining the needs assessment and prioritization analysis including the conceptual costs for the higher priorities, and an initial look at potential funding opportunities.



**Task G: High-Level Concept Designs**

Wood Rodgers will provide high level concept designs for new amenities identified within the project lists. Wood Rodgers’ in-house graphics capabilities will be key to helping Douglas County tell the story and paint a vision to show the community the benefits these amenities and trails will add. These graphics will also become the key to selling these projects to grantors and other funders to help implement these projects. This Task will be a key focus for Wood Rodgers and our Team has numerous tools, some created in-house, to help us complete these concepts quickly and within budget. Our Team will coordinate directly with Douglas County staff to determine which graphics work best for each project and refine the scope as necessary as this will be an important task to help bring the vision of the Trails Master Plan to life and gain the support necessary for implementation.



**Task G Deliverables**

Draft and final conceptual renderings of new amenities and the top priority projects. Renderings will be used within Task I. Some initial concepts may also be used for the proposed public workshops (Task B). Conceptual renderings and designs are assumed to be broad graphic-based cross-sections of various trail segments and conceptual photo renderings of various proposed trails and trailheads to help paint the vision of future trails in Douglas County. Wood Rodgers is flexible with this task and will work with Douglas County staff to determine the final deliverables desired for the Plan.



**Task H: Presentation to the Parks and Recreation Advisory Board, The Planning Commission, and the Board of County Commissioners**

Wood Rodgers will be making presentations along with Douglas County staff the Parks and Recreation Advisory Board, Planning Commission, and Board of County Commissioners. This will include working with Douglas County Staff to prepare a formal presentation to each at key stages of the project. Specific details and timing for these presentations are captured under Task B – Community Input/Outreach.



**Task E Deliverables**

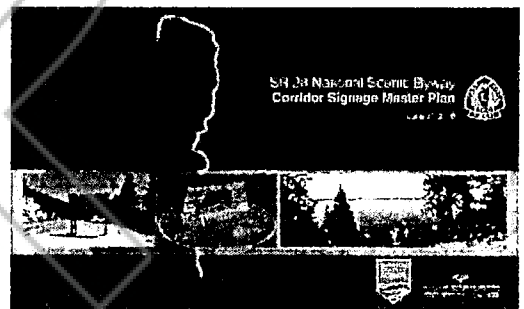
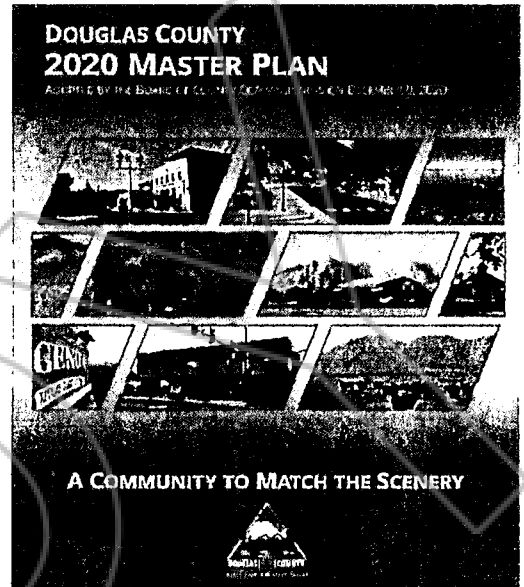
Captured in Task B Deliverables



## Task I: Final Products

**I.1 High Level Concept Designs, GIS data and maps:** Wood Rodgers will coordinate with Douglas County Staff to provide any additional graphics and maps that were not already captured in previous tasks that will be necessary to help create the vision for the Comprehensive Trails Plan. Wood Rodgers' goal is a very graphic document to depict the plan for Trails in Douglas County moving forward. To save cost it is our assumption that Wood Rodgers will focus on the graphics while Douglas County GIS staff help provide the data and base maps. Our GIS gurus will assist in the go between from GIS to a more graphic representation.

**I.2 Draft Comprehensive Trails Plan:** Wood Rodgers understands the need to create a Comprehensive Trails Plan that is heavy in graphics while focusing on how to deliver the plan through implementation and funding. Our Team has not only the experience and ability to deliver a quality plan, we have the in-house experts from environmental to engineering as well as long term operations and maintenance who will help shape costs, schedules, and what is realistic moving forward. We also have the grant experience having helped numerous agencies with successful funding applications for trail projects. To deliver the draft plan our Team will work closely with Douglas County staff to frame the document focusing on the community, building the vision, easy wins and prioritization. The goal is to highlight the numerous existing and planned trails of all types in a way that is easy for anyone to understand the vision for trails moving forward over the next 20 years. While the Trails Plan will be county wide and we will have plenty of maps to depict that, we also understand there are different areas within Douglas County that may have different trail needs as defined in the Master Plan update. Our Team's approach is to use those areas in the Trails Plan to dive deeper into how the trails serve each of these communities as well as the broader county. This will also help inform prioritization within each area that can easily be used for future development or specific projects residents of these areas may want to take on.



The draft plan will first be provided to Douglas County staff for an admin review. Comments from Douglas County staff will be addressed with the outcome being a draft plan ready for public circulation.

**I.3 Final Comprehensive Trails Plan.** Wood Rodgers will address comment received during public circulation and direction from Douglas County staff to create a final plan that will be used for adoption.

### **Task I Deliverables**



- Administrative Draft Comprehensive Trails Plan in electronic format, hard copies upon request.
- Public Draft Comprehensive Trails Plan in electronic format, hard copies upon request.
- Final Draft Comprehensive Trails Plan in electronic format, and 16 professional bound hard copies.

# Comprehensive Trails Plan

## Douglas County Comprehensive Trails Plan Fee Schedule

Task Description	Principal Planner/Engineer II	Senior Planner/Engineer/Landscape Architect III	Senior Planner/Engineer/Landscape Architect I	Project Planner/Engineer/Landscape Architect/GIS II	Project Planner/Engineer/Landscape Architect/GIS I	Planner/Engineer/Landscape Architect/GIS II	Planner/Engineer/Landscape Architect/GIS I	Senior Graphics Designer II	Project Coordinator/Administrative	Company Name	Total
Task A: Goals, Objectives, Work Plan, Action Steps, & Timelines	5		25		10	10			2		\$10,210
Task B: Community Input/ Outreach (Includes Task E & H)	2		60		15	10	15	20	10	KME, Inc - Karen Mullen	\$27,350
Task C: Demographics, Inventory and Assessment (Includes Task D)			10		10						\$6,225
Task F: Trails Needs and Priorities	5	10	20	10	12						\$13,810
Task G: High-Level Concept Design	2		8	5	8	5		50			\$13,195
Task I: Final Products	2	6	20	10	30	25	10	25	20		\$28,070
Direct Expenses											\$1,000
<b>Totals</b>	<b>16</b>	<b>16</b>	<b>143</b>	<b>25</b>	<b>85</b>	<b>50</b>	<b>25</b>	<b>95</b>	<b>57</b>		<b>\$99,850</b>

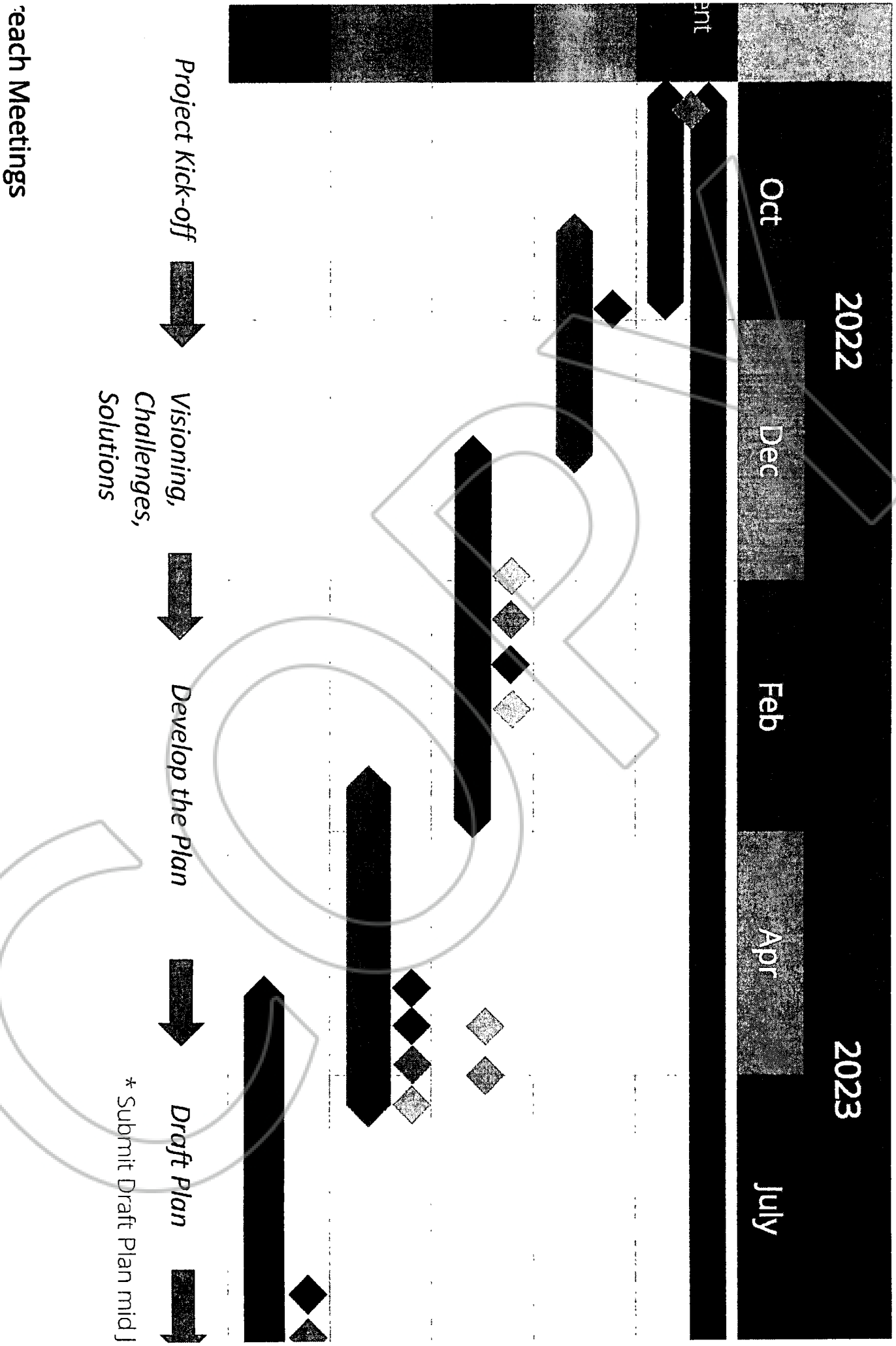
**Schedule**

COPY





# Douglas County Comprehensive Trails Plan Schedule



## Meeting Types

- ◆ TAC Meeting
- ◇ Parks & Rec Advisory Board
- ◆ Stakeholder Coordination
- ◆ Town Boards/GID Boards

**Resumes**

COPY





# ANDREW DURLING, AICP

## Vice President

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### PROJECT ROLE

Principal-in-Charge

### EDUCATION/TRAINING

B.S./2000/Geography, University of Nevada, Reno

National Charrette Institute advanced training (2013)

### CERTIFICATION

American Institute of Certified Planners (AICP) 2004

Leadership in Energy & Environmental Design Accredited Professional (LEED® AP), 2009

### PROFESSIONAL AFFILIATIONS

American Planning Association (APA)

National Association of Industrial and Office Properties (NAIOP)

### WOOD RODGERS, INC.

#### START DATE

July 30, 2004

Andy Durling has over 22 years of professional planning and urban design experience. Mr. Durling is involved in the project management, preparation and public hearing representation of Wood Rodgers' planning projects and is the Director Planning for Wood Rodgers' Nevada Division. Mr. Durling's experience with complex planning endeavors and his propensity for creative thought has led to numerous successful projects throughout Nevada, California, and Arizona. He has a wide breadth of project management and design experience, including redevelopment and urban center design, industrial, research, and business park development, mixed use, commercial, residential, affordable housing, and parks and public facility planning and design. Further, he excels at creating design standards and specific plan documents, with a proven track record of plan implementation. He is a skilled consensus builder and works well with community groups and stakeholders.

### RELEVANT PROJECT EXPERIENCE

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- Douglas County Master Plan Support, NV
- Johnson Lane Regional Recreation Facility, Douglas County, NV
- Town of Gardnerville Parks Master Plan, NV
- Washoe County Parks and Open Space Master Plan Update, NV
- City of Fernley Master Plan Update, NV
- Lake Tahoe SR28 Signage Master Plan, Washoe County, NV
- Downtown Fernley Revitalization Planning Study, NV
- US 50 Revitalization Project, South Lake Tahoe, CA
- North Valley Park Master Plan Update, Washoe County, NV
- Portola Parks and Recreation Master Plan, Portola, CA
- West University Neighborhood Parks & Trails Master Plan, Reno, NV



# DEREK KIRKLAND, AICP

## Associate

### PROJECT ROLE

Project Manager

### EDUCATION

B.S./2007/General Studies  
(Emphasis in Civil Engineering  
and Geography Planning),  
University of Nevada Reno

### CERTIFICATIONS

American Institute of Certified  
Planners (AICP), 2018

### PROFESSIONAL AFFILIATIONS

American Planning  
Association

### WOOD RODGERS, INC. START DATE

Previous: 2005-2009  
March 30, 2015

Derek Kirkland has over 12 years of transportation planning and design experience as well as 10 years of stakeholder facilitation experience for Lake Tahoe Projects. Derek began his transportation planning career at INDOT in the Multi-Modal Planning Transit Division in 2009 overseeing statewide and federally funded transit programs and projects for the Department. Following NDOT, Derek went on to the Tahoe Transportation District (TTD) starting in 2011 where he served as a Transportation Planner/Project Manager for over 4 years. At TTD, Derek led the SR 28 National Scenic Byway Corridor Management Plan including the startup of the East Shore Express transit service. He also led the planning and implementation of several segments of the Tahoe Trail for TTD including the Kahle to Round Hill Pines Resort Bike Trail, Meeks Bay Bike Trail, and the East Shore Trail. In 2015 Derek joined Wood Rodgers, utilizing his multimodal planning experience from NDOT and TTD to help deliver transportation projects in both Nevada and California, ranging from corridor plans to bike trail designs.

### RELEVANT PROJECT EXPERIENCE

- Meeks Bay Bike Path, Meeks Bay Resort Lake Tahoe, CV
- Nevada Stateline to Stateline Bikeway Phase 1-3, Stateline, NV
- Gardnerville Parks Master Plan, Gardnerville, NV
- Douglas County Master Plan Update, Nevada
- Lander County Master Plan Update, Nevada
- Pyramid Lake Bike Path Project, Pyramid Lake, Nevada
- US 50 S. Shore Revitalization Project, El Dorado County, CA
- Tahoe Transportation District Capital Program and Grant Management, Lake Tahoe, NV
- Linking Tahoe Corridor Connection Plan, Lake Tahoe, NV/CA
- SR 28 National Scenic Byway Corridor Signage Master Plan, Lake Tahoe, NV
- SR 28 Corridor Parking and Access Improvements, East Shore Lake Tahoe, NV
- Nevada Stateline to Stateline Bikeway Phase 3, East Shore Lake Tahoe, NV
- SR 49 Jamestown to Columbia Corridor Plan, Tuolumne County, CA



## COREY KAZINEC, RLA

### Associate

#### PROJECT ROLE

Landscape Architecture

#### EDUCATION

B.S./2002/ Landscape Architecture,  
California Polytechnic State University,  
San Luis Obispo

#### REGISTRATION/CERTIFICATIONS

Registered Landscape Architect in  
Nevada No. 915

Certified Landscape Irrigation Auditor  
(CLIA)

#### WOOD RODGERS, INC. START DATE

April 12, 2004

Mr. Kazinec has almost 20 years of experience in master planned communities, site developments, parks and recreation, open space corridors, and streetscape design. His experience on a number of complex projects for both the private and public sector has spanned the full spectrum of design from large-scale planning assignments to detailed design and implementation projects. As a licensed Landscape Architect in both California and Nevada, Corey carries an important personal devotion to many of the issues surrounding the integrity of the regions. He is responsible for conceptual landscape design, design development, irrigation and planting design, and preparation of detailed construction drawings.

#### RELEVANT PROJECT EXPERIENCE

- Gardnerville Parks Master Plan, Gardnerville, NV
- Johnson Lane Park, Douglas County Parks Department, Douglas County, NV
- North Valleys Regional Park Master Plan Update, Washoe County, NV
- Downtown Fernley Revisitation Phase 11, Nevada
- North Valleys Park Master Plan Update, Reno, NV
- US Highway 50 / Stateline Loop Road Project, South Lake Tahoe, CA & NV
- West Alexander Loop Trail Pre Project Planning Study, Las Vegas, NV
- Fiddyment Ranch Bike Trail Master Plan, Roseville, CA
- Pacific Bike Street Bike Path, Rocklin, CA
- Mather Rails to Trails Improvement Project, Rancho Cordova, CA
- Monterey Bay Sanctuary Scenic Trail, CA
- Kray Pathway, Sacramento, CA
- Natomas Central Buffer Area Trail, Sacramento, CA





## **MARK CASEY, PE**

### **Vice President**

#### **PROJECT ROLE**

Civil Engineering Lead

#### **EDUCATION**

B.S./1988/Civil Engineering, University of Nevada, Reno

#### **REGISTRATION**

Registered Professional Engineer in Nevada, #9997 (1992)

Registered Professional Engineer in California, #47126 (1991)

#### **PROFESSIONAL AFFILIATIONS**

American Society of Civil Engineers  
American Public Works Association

#### **WOOD RODGERS, INC.** **START DATE**

April 14, 2003

Mr. Casey has over 34 years of comprehensive experience in Civil Engineering. Mr. Casey has had responsibility for the design of freeways, highways, arterials and neighborhood streets, airfield projects, sewers, storm drain systems, site development, mass grading projects, landfill development and reclamation projects, dams, mining and various other types of projects. He is extremely knowledgeable in the preparation of civil plans, specifications and construction cost estimates as well as construction management. Mr. Casey's experience has ranged from Project Manager to Designer to Construction Manager on small projects to larger construction projects with civil construction budgets over \$35 Million. Mr. Casey has been the liaison for public involvement for many of these projects including public meetings and coordination between multiple stakeholders for a single project.

#### **RELEVANT PROJECT EXPERIENCE**

- Pyramid Lake Paiute Tribe Bike Path Design, Washoe County, NV
- Johnson Lane Park Redevelopment, Douglas County, NV
- Downtown Fernley Revitalization, Fernley, NV
- Campground Conceptual Review, Douglas County, NV
- Aspen Park Splash Pad Concept, Douglas County, NV
- Topaz Boat Launch Protection, Douglas County, NV
- North Kingsbury Trailhead, Douglas County, NV
- South Valleys Regional Park Area, Reno, NV
- Johnson Lane Playground Expansion, Douglas County, NV
- Rancho San Rafael Park Irrigation Design, Reno, NV



# CRAIG BURNSIDE

## Arborist

### PROJECT ROLE

Parks & Recreation Specialist

### EDUCATION

B.S./1987/Plant Science, University of Nevada, Reno

### CERTIFICATIONS/AWARDS

ISA Certified Arborist – 1997-2007, 2015

NRPA Certified Playground Safety Inspector 1994-2000

RainBird Certified MAXICOM Level I and Level II User/Installer

NRPS Program/Park Excellence Awards 1995 (2), 1998, 2001, 2003.

### WOOD RODGERS, INC.

#### START DATE

November 23, 2015

Mr. Burnside brings over 30 years of park planning and 30 years park maintenance expertise, having served as Park Ranger, Parks Supervisor and Parks Superintendent for Douglas County. His rare experience of performing and supervising park maintenance, combined with his park and park improvement planning, enables him to generate projects that are interesting, yet efficiently maintained. His years of maintenance experience have provided him with a broad palette of plants that perform well in Northern Nevada. Specialized experience includes large scale irrigation systems drawing from both municipal and well water sources, utilizing central control and weather station derived ET data, and oversight and budgeting the operation and maintenance of a large and diverse park system

### IRRELEVANT PROJECT EXPERIENCE

- Pyramid Lake Paiute Tribe Bike Path Design, Washoe County, NV
- Town of Gardnerville Parks Master Plan, NV
- Johnson Lane Regional Park, Douglas County, NV
- Rancharrah Project, Reno, NV
- Douglas County Community and Senior Center, NV
- Stateline to Stateline Bikeway Project, NV
- Lone Tree Lane Revegetation Plan, Reno, NV
- Stadick Park Phases I and II, Carson City, NV
- Douglas County Skate Facility, NV
- Topaz Lake Recreation Area Master Plan Improvements, NV
- Rancho Aspen Park, Carson City, NV
- Kahle Community Park and Community Center, Carson City, NV





# KAREN MULLEN

## Owner of KME, Inc.

### PROJECT ROLE

Trail Management

### EDUCATION

B.S./1976/Renewable Natural Resources  
from University of Nevada, Reno

### PROFESSIONAL AFFILIATIONS

National Recreation & Park Association

### HONORS/AWARDS

APA 2021 Citizen Planner Award

IRPA's Lake Spirit Award

National Association of County's  
Outstanding Contributor Award

Governor's Tourism Development Award

Nevada Recreation and Parks Society  
Parks Excellence Awards

U.S. Forest Service Humboldt-Toiyabe  
National Forest Partnership & Leadership  
Certificate

As a consultant, Karen has extensive experience at Lake Tahoe working on the SR 28 and U.S. Highway 50 corridors since 2006 and more recently on the SR 89 corridor at Lake Tahoe. This work has included project management, coordination and development of sustainable partnerships, public facilitation of projects and providing strategic analysis of issues to find solutions for agencies and communities along the corridors. It has included analyzing and leveraging financial opportunities for agencies along with assistance in grant writing. In addition, Karen developed the original templates with the 13 partnering agencies in the SR 28 and U.S Highway 50 corridors including Charter Agreements that provide for the working relationships amongst agencies, project funding agreements, and long-term operations and maintenance agreement. She has assisted agencies in the acquisition of property and right of way in the Tahoe Basin. She has worked with the agencies in developing language for legislation and code changes to enhance the success of projects within the corridor.

### RELEVANT PROJECT EXPERIENCE

- US 50 Corridor Management Plan, Tahoe Basin
- SR 28 Corridor Management Plan, Tahoe Basin
- Nevada Stateline to Stateline Bikeway, Tahoe Basin
- SR 89 Recreation Corridor Management Plan
- Mt. Rose Scenic Byway Corridor Management Plan
- Nevada Recreation Trails Program Tahoe Trails Website, Environmental Education Program
- Tahoe East Shore Interpretive Signage (2019 Tahoe Fund)
- Washoe Valley Scenic Byway Corridor Management Plan
- Value Point Pricing Program- Evaluating Paid Parking on SR28
- Lake Tahoe East Shore Stateline to Stateline Bikeway Facility
- East Shore SR28 National Scenic Byway Corridor Management Plan
- Nevada Lake Tahoe State Parks General Management Plan Update
- Kiley Ranch Wildlife Wetland Preserve Project
- Director of Washoe County Department of Regional Parks & Open Space (1997-2006)



# BRIAN MARTINEZMOLES, PE

## Principal

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### PROJECT ROLE

Engineering Support

### EDUCATION

B.S./2006/Civil Engineering, University of Nevada, Reno

### REGISTRATION

Registered Professional Engineer in Nevada # 021202 (2011)

Registered Professional Engineering in California # 78603 (2011)

### PROFESSIONAL AFFILIATIONS

American Society of Civil Engineers  
American Public Works Association

### WOOD RODGERS, INC.

#### START DATE

September 20, 2005

Mr. Martinezmoles has over 16 years of comprehensive experience in civil engineering, with an emphasis on complex transportation projects including large scale design of public roadway expansions, rehabilitations, intersection improvements and roundabouts. Mr. Martinezmoles has worked extensively in the areas of highway and roadway construction inspection and surveying, which gives him a comprehensive understanding of the development process. His work experience also includes hydrologic and hydraulic modeling, detention basins, grading, sewer, water and drainage design, backbone infrastructure, and site design.

### IRRELEVANT PROJECT EXPERIENCE

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- North Kingsbury Trailhead, Douglas County, NV
- Campground Conceptual Review, Douglas County, NV
- Aspen Park Splash Pad Concept, Douglas County, NV
- Topaz Boat Launch Protection, Douglas County, NV
- Johnson Lane Playground Expansion, Douglas County, NV
- Pyramid Lake Paiute Tribe Bike Path Design, Washoe County, NV
- Downtown Fernley Revitalization, Fernley, NV
- South Valleys Regional Park Area, Reno, NV
- Rancho San Rafael Park Irrigation Design, Reno, NV
- Nevada Stateline to Stateline Bikeway, Stateline, NV

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## LESLIE BURNSIDE

### Associate

#### PROJECT ROLE

Environmental Support

#### EDUCATION

M.S./1988/Resource Management,  
University of Nevada, Reno

B.S./1984/Soil Science, University of  
Nevada, Reno

A.A./1981/Forestry, Potomac State  
College, Keyser, West Virginia

#### CERTIFICATIONS

Certified Range Management  
Consultant

#### WOOD RODGERS, INC.

#### START DATE

April 28, 2003

Ms. Burnside brings over 35 years of experience in the fields of environmental planning, permitting, and management. She has contributed to as well as managed the development of environmental documents in accordance with the National Environmental Policy Act (EA, EIS), Economic Development Administration (Environmental Narrative), California Environmental Quality Act (IS, ND, EIR), and other environmental compliance documents pursuant to state and local level requirements such as the Tahoe Regional Planning Agency. She has experience managing large, multi-disciplinary projects for public agencies and private interests as well as small projects on very tight time schedules and budgets successfully. Specialized experience includes agency and stakeholder liaison for consensus building and successful permitting with Federal, regional and local agencies; natural resources baseline assessment for opportunities and constraints analyses; terrestrial and aquatic revegetation design, monitoring and reporting for habitat enhancement, erosion control and water quality improvement, Clean Water Act and Endangered Species Act field surveys and compliance planning and implementation.

#### RELEVANT PROJECT EXPERIENCE

- Douglas County Master Plan, NV
- Lander County Master Plan & Zone Change, NV
- City of Fernley Master Plan, NV
- Downtown Fernley Revitalization, NV
- Carson City Open Space Wetlands Enhancement, NV
- Nevada Stateline to Stateline Bikeway Phase 1-3, Stateline, NV
- US 50/South Shore Revitalization Project, South Lake Tahoe, CA
- Ballardini Trailhead Environmental Permitting and Compliance, Washoe County, NV
- Rosewood Creek Middle Reach Restoration NEPA, Incline Village, NV
- NEPA Environmental Assessment Transportation of Water from Marlette Lake Project







## KATHRYN KIM, RLA

### Landscape Architecture

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#### PROJECT ROLE

Landscape Architecture

#### EDUCATION

B.S./2011/ Landscape Architecture,  
University of California, Davis

#### REGISTRATION

Registered Landscape Architect,  
California #6503

#### PROFESSIONAL AFFILIATIONS

American Society of Landscape  
Architects (ASLA)

#### WOOD RODGERS, INC.

##### START DATE

May 12, 2014

Ms. Kim has worked in the Landscape Architecture industry since 2013. Her work has provided her with experience in overall project management, residential and commercial landscape design, and parks and open space design. Ms. Kim's work in both the private and public sector focuses on the detailed design and implementation of projects. She is responsible for project management, schematic and conceptual landscape design, illustrative exhibits, planting and irrigation plans, preparation of detailed construction drawings and client and agency coordination.

#### IRRELEVANT PROJECT EXPERIENCE

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- Town of Gardnerville Parks Master Plan, NV
- Landscape Design for a Neighborhood Park at Sheldon Farms, Elk Grove, CA
- Monterey Bay Scenic Sanctuary Trail, Moss Landing, CA
- Eventide Neighborhood Park, Sacramento, CA
- Northlake Community Park, Sacramento, CA
- Turkey Creek Estates Neighborhood Parks, Placer County, CA
- Pacific Street Bike Path, Rocklin, CA
- North Natomas Regional Park Circulation + Utility Study, Sacramento, CA
- University of California, Davis; Orchard Park Connectivity, Davis, CA



WOOD -RODGE:R:S



# ERIC HASTY

## Planner

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### PROJECT ROLE

Planning Support

### EDUCATION & TRAINING

B.S./2010/ Physical Geography, Minor Business Administration, University of Nevada Reno

Extended Studies/2015/ Project Management Certification

### PROFESSIONAL AFFILIATIONS

American Planning Association (APA)

### WOOD RODGERS, INC.

#### START DATE

May 15, 2016

Mr. Hasty is experienced in Planning, GIS, and Map/Graphics Design. He is experienced in the use of GIS to analyze and represent spatial information in a useable format and specializes in displaying the data through maps and graphics. His work has involved many aspects of GIS and planning and it has been used in the public and private sectors since 2008. He has collected spatial data including large habitat restoration projects involving handheld GPS data collection, and field map data collection. Office duties have included digitizing field data, downloading and converting GPS data to proper projection and format, gathering and manipulating large public GIS data sets including database data, datum conversions, and grid to ground conversions. He is experienced in the manipulation of data into aesthetic and accurate graphics and maps that are commonly used in reports and displays for public and private clients. Other duties include writing reports for land use planning projects including annexations, zone change amendments, and master plan amendments, as well as the design and creation of tentative maps.

### RELEVANT PROJECT EXPERIENCE

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- Douglas County Master Plan, NV
- Campground Conceptual Review, Douglas County, NV
- Lander County Master Plan Update, NV
- Town of Gardnerville Parks Master Plan, NV
- Washoe County Regional Park Districts Master Plan, NV
- City of Fernley Master Plan Update, NV
- Rancharrah Master Plan Community, Reno, NV
- Nevada Stateline to Stateline Bikeway Phase 3, NV



## ERIC FORD, GISP

### GIS Specialist

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#### PROJECT ROLE

GIS Specialist

#### EDUCATION & TRAINING

M.S./2020/Geographic Information Systems/Penn State University

B.S./2003/Environmental Science with Hydrology Emphasis, University of Nevada, Reno

HEC-RAS 8-hour course (2006)

Advanced HEC-RAS 3-day course (2009)

#### CERTIFICATION

Certified GIS Professional (2011)

#### WOOD RODGERS, INC. START DATE

February 19, 2019

Mr. Ford is experienced in the use of GIS to analyze and represent spatial information in a useable format. Mr. Ford has used and worked in many aspects of GIS in the public and private sectors since 2003. He has collected spatial data including cross sectional and longitudinal stream channel surveys, handheld GPS data collection, and field map data collection. Office duties have included digitizing field data collected on maps, downloading and converting GPS data to proper projection and format, requesting and manipulating large public GIS data sets including database data, datum conversions, grid to ground conversions and general map making for public and private clients. Other duties include use of GIS to perform hydrologic analysis including TIN creation, soils and vegetation analysis.

#### RELEVANT PROJECT EXPERIENCE

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- Johnson Lane Playground Expansion, Douglas County, NV
- North Kingsbury Trailhead, Douglas County, NV
- Town of Gardnerville Parks Master Plan, NV
- Washoe County Park Master Plan Update, NV
- Lander County Master Plan, NV
- City of Fernley Master Plan Update, NV
- GIS Services for Story Maps for Churchill County, NV
- Pumpkin Hollow Recreation Complex, Yerington, NV
- South Valleys Regional Park Master Plan Update, Reno, NV
- Downtown Fernley Revitalization Planning Study, NV
- US 50 Corridor Management Plan, Douglas County, NV
- North Valley Park Master Plan Update, Washoe County, NV
- Lake Tahoe Master Plan for Erosion Control and Stormwater Management, Lake Tahoe Basin, NV



# STEPHEN BARROW

## GIS Technician

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### PROJECT ROLE

GIS Support

### EDUCATION & TRAINING

B.S./2013/Geography, University of Tennessee, Knoxville

### WOOD RODGERS, INC.

#### START DATE

February 19, 2019

Mr. Barrow is experienced in the use of GIS to analyze and represent spatial information in a useable format. Mr. Barrow has GIS experience working in both the public and private sectors since 2015. He has worked at the county level, creating and updating parcel information and managing a county wide geodatabase, as well performing data collection using satellite imagery from foreign countries. While at Wood Rodgers, he has worked on a multitude of both private and public projects. Office duties have included fulfilling mapping requests from different departments, creating ArcGIS Online web mapping applications, analyzing and manipulating data sets, setting up data in GIS to be utilized in AutoCAD, and general map making for public and private clients.

### RELEVANT PROJECT EXPERIENCE

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- Johnson Lane Playground Expansion, Douglas County, NV
- Lander County Master Plan Update, Lander County, NV
- Douglas County Campground Conceptual Review, NV
- Topaz Lake Boat Launch Protection, Douglas County, NV
- City of Fernley Zoning Code Update, Fernley NV
- GIS Services for Story Maps for Churchill County, NV
- US 50 Corridor Management Project, Douglas County, NV
- US 50 S. Shore Revitalization Project. Stateline, NV



# AMBER HARMON

## NV Region Marketing Lead

### PROJECT ROLE

Public Outreach Support

### EDUCATION

B.S./2021/Urban Planning, Arizona State University

A.A./2017/General Studies, Truckee Meadows Community College

### CERTIFICATIONS

Washoe County Notary Public

### PROFESSIONAL AFFILIATIONS

American Planning Association (APA)  
Northern Nevada Chapter Secretary  
(2018-Present)

ASCE Newsletter Editor (2019- Present)

Society for Marketing Professional Services (SMPS) Director at Large (2022-Present)

Society for Marketing Professional Services (SMPS) Education Committee Chair (2021-2022)

Society for Marketing Professional Services (SMPS) Education Committee Member (2020-2021)

### WOOD RODGERS, INC.

#### START DATE

April 28, 2003

Ms. Harmon has been in the field of engineering since 1997. She has extensive experience assisting with the public outreach process on various types of public and private projects. Her public outreach responsibilities include creating meeting graphics, documentation of public comments, advertising of meetings and coordinating information between stakeholders and agencies. As an office-wide team player, she provides administration support to business groups ensuring client deliverables and deadlines are met. She is highly experienced in Word, Excel, PowerPoint, Photoshop, Adobe InDesign, and Adobe Publisher.

### RELEVANT PROJECT EXPERIENCE

- Douglas County Master Plan Update, NV
- Garnerville Parks Master Plan, NV
- Washoe County Parks Master Plan, NV
- Johnson Lane Regional Recreation Facility, Douglas County, NV
- South Valleys Park Master Plan, Reno, Nevada
- North Valleys Park Master Plan, Reno, Nevada
- Downtown Fernley Revitalization Planning Study, NV
- SR 49 Jamestown to Columbia Corridor Plan, Tuolumne County, CA
- US 50 Corridor Management Plan, Douglas County, NV
- 2nd Street/Arlington Avenue Safety Management Plan, NDOT, Reno, NV
- W. 4th Street/Mccarron to N. Virginia Safety Management Plan, NDOT, Reno, NV
- US 50 Corridor System Study, El Dorado County, CA
- North Mccarron Boulevard Safety Management Plan, NDOT, Reno, NV
- 1-11 Northern Nevada Alternatives Analysis Planning and Environmental Linkage (PEL), NDOT, Statewide, NV
- One Nevada Transportation Plan, NDOT, Statewide, NV
- NDOT Lamb Boulevard Safety Management Plan, Clark County, NV
- Eastern Avenue Corridor Study, Henderson, NV
- Sparks Boulevard Corridor Study, Sparks, NV
- 4th Street/Prater Way Corridor Study, Reno & Sparks, NV
- Oddie Boulevard/Wells Avenue Corridor Study, Reno & Sparks, NV





# DEVIN CROWLEY

## Graphic Designer

### PROJECT ROLE

Graphic Design

### TRAINING

2020/Senior Web Developer  
Course/Harvard University

### CERTIFICATIONS

FAA Certified UAS Remote Pilot (2019)

### WOOD RODGERS, INC. START DATE

October 13, 2008

Mr. Crowley has over 20 years of graphic design experience including developing sign and logo designs, 3D modelling and rendering, and designing websites and surveys for public input. He has provided assistance to planners and engineers in such areas as landscape simulations, cross-section design and document layout. He is highly experienced in InDesign, Photoshop, Sketchup, 3DStudio Max, Adobe Premiere, and Adobe Illustrator and several other graphics programs.

### IRRELEVANT PROJECT EXPERIENCE

- Douglas County Master Plan, NV
- Gardnerville Parks Master Plan, NV
- Johnson Lane Park Redevelopment, Douglas County, NV
- Drayton Linear Park, Douglas County, NV
- Washoe County Park Master Plan, NV
- South Valleys Park Master Plan, Reno, NV
- Downtown Fernley Revitalization Planning Study, Nevada
- Nevada Stateline to Stateline Bikeway Phase 1-3, Stateline, NV
- SR 28 National Scenic Byway Corridor Signage Master Plan
- US 50 Corridor Management Plan, Douglas County, NV
- US 50 S. Shore Revitalization Project, Stateline, NV
- 1-11 Northern Nevada Alternatives Analysis Planning and Environmental Linkage (PEL), Statewide, NV
- US 50 Corridor System Study El Dorado County, CA
- NDOT Statewide Long-Range Transportation Plan, Statewide, NV
- Oddie Boulevard/Wells Avenue Corridor Study, Reno & Sparks, NV
- 4th Street/Prater Way Final Design, Reno & Sparks, NV
- Southeast Mccarron Boulevard Rehabilitation, RTC, Reno, NV
- Sparks Boulevard Corridor Study, Sparks, NV
- 4th Street/Prater Way Corridor Study, Reno & Sparks, NV
- South Virginia Streetscape Improvement Plan, Reno, NV

COPY

Douglas County

State of Nevada

CERTIFIED COPY

I certify that the document to which this certificate is attached is a full and correct copy of the original record on file in the Clerk-Treasurer's Office on this

12 day of October, 2022

By [Signature] Deputy