

BOARD OF DIRECTORS REGULAR MEETING

Thursday, February 27, 2025, 2025 – 4:00 P.M.

If you need an accommodation to participate in this meeting, please call (530) 895-4711
Agenda posted prior to 4:00 PM Monday, February 24, 2025

BOARD MEMBERS

Tom Lando, Chair
Dave Donnan, Vice Chair
Michael McGinnis
Christopher Norden
Jason Roye

CARD STAFF

Annabel Grimm, General Manager
Angela Carpenter, Finance Manager
Holli Drobny, Administrative Director
Erin Morrissey, Recreation Director
Scott Schumann, Parks and Facilities Director

LEGAL COUNSEL

Jackson Glick, Sac Valley Law

A G E N D A

Zoom Meeting Information:

<https://card.zoom.us/j/81607636750?pwd=R1NNUkZPYi9ySGNsNVQ3OXh0U1hoZz09>

Meeting ID: 816 0763 6750

Passcode: 156857

1. CALL TO ORDER

1.1. Roll Call

2. PUBLIC COMMENTS

Members of the public may address the Committee at this time on any matter not already listed on the Agenda, with comments being limited to three minutes. The Committee cannot take any action at this meeting on requests made under this section of the agenda.

3. CONSENT AGENDA *Action Requested: Board of Directors approve the consent agenda.*

3.1. Minutes of the Regular Meeting of the Board of Directors on January 23, 2025

3.2. January 2025 Monthly Financial Report (Staff Report FI-25-004)

3.3. Community Park Irrigation (Staff Report FI-25-005) *Action requested: The Board approves the project and budget allocation to address irrigation upgrades at Community Park*

4. REGULAR AGENDA

4.1. Committee Report Out – *Information provided/possible action*

4.1.1. Finance Committee

4.1.2. Facility Committee (no meeting)

- 4.2. Retirement of American Flags at Veterans Memorial Park (Staff Report 25-008) *Action Requested: The Board approve the proposal from Chico Veterans Foreign Wars #1555 to retire American flags through an annual ceremonial burial.*
Chico Veterans Foreign Wars post #1555 is requesting a plot of land and support in the ceremonial retirement of American flags.
- 4.3. Henshaw Neighborhood Park Development Interviews (Staff Report 25-009) *Action Requested: The Board awards the design of Henshaw Neighborhood Park to a design firm.*
In November 2024, the District released a Request for Proposals to solicit eligible firms to design Henshaw Neighborhood Park. Following the submission of two proposals, the Board requested to interview the firms to determine the design award.
- 4.3.1. Melton Design Group Interview
- 4.3.2. Confluence Inc. Interview
- 4.4. Authorizing the Destruction of Records (Staff Report 25-010 & Resolution 25-001)
Action requested: The Board adopts Resolution 24-001.
Resolution 24-001 authorizes the destruction of certain expired records as provided in Government Code Sections 60200-60203 guidelines.
- 4.5. Items Removed from the Consent Agenda

5. NEW BUSINESS

- 5.1. Butte Local Agency Formation Commission (LAFCO) Nominations (Staff Report 25-011)
Information provided/possible action
The Butte Local Agency Formation Commission is calling for nominations to serve on the Commission for four years. Special Districts are able to nominate candidates until March 14, 2025.
- 5.2. California Special Districts Association (CSDA) Nominations (Staff Report 25-012)
Information provided/possible action
The California Special Districts Association Board of Directors are calling for nominations for Special District Board Members or General Managers to serve on the Board. Special Districts are able to nominate candidates until April 21, 2025.

6. DIRECTOR COMMENTS

Opportunity for the Board to comment on items not listed on the agenda.

7. STAFF COMMENTS

Opportunity for District Staff to comment on items not listed on the agenda.

Recreation Update (Staff Report 25-013)
Parks and Facilities Update (Staff Report 25-014)
General Manager Update (Staff Report 25-015)

8. ADJOURNMENT

Adjourn to the next meeting of the Board of Directors of the Chico Area Recreation and Park District.

BOARD OF DIRECTORS REGULAR MEETING MINUTES

January 23, 2025 – 4:00 P.M.

DRAFT

Board Members Present: Dave Donnan, Vice Chair
Michael McGinnis, Board Member
Christopher Norden, Board Member
Jason Roye, Board Member

Board Members Absent: Tom Lando, Chair

Staff Members Present: Annabel Grimm, General Manager
Angela Carpenter, Finance Manager
Holli Drobny, Administrative Director
Scott Schumann, Parks and Facilities Director

Legal Counsel Present: Jackson Glick, Attorney at Law

1. CALL TO ORDER

The meeting was called to order at 4:00, and a roll call was taken, as noted above.

2. PUBLIC COMMENTS

Public comment was received from a community member who used to work for the District as a lifeguard in the 80s. This community member thanked the District for being a great place to work.

Public comment was received related to agenda item 5.3, and due to this community member needing to leave the meeting, Director Donnan allowed the community input. This input was related to honoring the Chico Peppers and in support of naming the softball field at Hooker Oak after the team and its accomplishments.

3. CONSENT AGENDA

- 3.1. Minutes of the Regular Meeting of the Board of Directors on December 12, 2024
- 3.2. Monthly Financial Reports for November & December 2024 (Staff Report FI-25-001)
- 3.3. Fiscal Year 2023-2024 Audit (Staff Report FI-25-002) *Action Requested: the Board accepts the audit report for fiscal year 2023-2024 as prepared by Chavan & Associates, LLP.*
- 3.4. Update Salary Schedule (Staff Report FI-25-003) *Action Requested: The Board approves the updated salary schedule.*

M/S/C/ (Directors McGinnis/Norden) Board of Directors approved the consent agenda.

The motion was unanimously approved.

Absent: Lando

4. REGULAR AGENDA

- 4.1. Committee Report Out – Information Provided
 - 4.1.1. Finance Committee

4.1.2. Facility Committee

Director Roye reviewed the Facility Committee agenda and the Committee's recommendations.

4.2. Board of Directors Manual (Staff Report 25-001)

Following the initial review of the updated Board Manual, there were questions related to the District's ability to issue ordinances. Jackson Glick, legal counsel, reported that the District does have the power to issue ordinances and can issue citations. Jackson recommended that these things should be coordinated with the City of Chico.

M/S/C/ (Directors Roye/McGinnis) Board of Directors approved the updated Board Manual.
The motion was unanimously approved.

Absent: Lando

4.3. Chico Bike Park Update (Staff Report 25-002)

Trevor Miller, provided a presentation on the status of the design of the upcoming Chico Bike Park, located on Humboldt Ave.

Jim Hutchinson provided comments in opposition to the Bike Park citing concerns to the impact of the geographical area, low-income community members, and bus stops. Hutchinson requested the District to provide better outreach to residents with disabilities to get their input on the development.

Bruce MacLane asked questions related to the design of the pending Bike Park, specifically the orientation of the map and the lighting. MacLane stated that there could be better outreach to inform residents of the project.

Glen Graves asked questions related to the design of the pending Bike Park. Graves expressed concerns related to the development and the ongoing operations and maintenance of the Bike Park.

Laurie Norton provided comments in support of the project and his gratitude for the space to be developed. Norton expressed his hope that the Bike Park development will reduce crime and waste in the area. Additionally, he noted that the District's presence has already helped with unauthorized camping and the cleanliness of the area.

Patrick Farrar provided comments in support of the project and understanding of the concerns voiced.

Patrizia Hironimus, Butte Environmental Council, provided comments and questions related to concerns of the environmental and ecosystem impact of the Bike Park.

The Board discussed this project in length and confirmed with District staff that there will be more community input meetings to continue to gather and address feedback. Director Norden asked to review the outreach protocols at a future Board meeting.

4.4. General Manager Performance Evaluation

Based on an annual performance evaluation, the General Manager will receive a 5% salary increase.

M/S/C/ (Directors McGinnis/Norden) Board of Directors approved the salary increase for the General Manager, resulting in an annual salary of \$150,500.

The motion was unanimously approved.

Absent: Lando

4.5. Design Award for Henshaw Neighborhood Park (Staff Report 25-003)

The District released a Request for Proposals to solicit eligible firms to design Henshaw Neighborhood Park. Greg Melton provided public comments about the value and the quality of task performance, and his understanding that the decision was not based off the lowest bid. The selection criteria for the project was discussed. The Board's requested to review both proposals and bring back this topic at a future meeting.

M/S/C/ (Directors Norden/McGinnis) The Board of Directors requested that both firms attend a future meeting to participate in an interview process, which will inform their decision.

The motion was unanimously approved.

Absent: Lando

5. NEW BUSINESS

5.1. 2025 District Event Calendar (Staff Report 25-004)

District staff presented the 2025 calendar of Community Events (free) and Special Events (paid admission) for the Board of Directors to review.

5.2. Proposed Improvements to Veterans Memorial (Staff Report FA-25-001)

The Board reviewed proposed improvements to the park, including the topics of new baseball fields, park signage, and installing a flagpole.

M/S/C/ (Directors Norden/Donnan) The Board of Directors accepted the donation of baseball fields from Central Little League at Veteran's Memorial Park. The Board also provided approval of updated park signage and installation of a flagpole.

The motion was unanimously approved.

Absent: Lando, McGinnis

5.3. Honoring Chico Peppers via Naming Opportunity (Staff Report FA-25-002)

The Board reviewed a community request to honor the Chico Peppers, a historic and notable local softball team whose home field was located at Hooker Oak Community Park. Numerous members of the public attended the meeting and provided comments highlighting the significant impact of the Chico Peppers. Katie Salcido provided impactful comments and relayed the history of the team. Tami Lyon, Board Member of the Chico History Museum, remarked about the impact of the Peppers. Glen Graves reported that the legacy of the Peppers is ongoing and there is a current youth travel softball team named after the Peppers. Terry thanked the Board

and District staff for the opportunity and shared her experience as a player. Lindsey Nadeau, Board Member of the Chico Softball Little League, shared her support of the field name. Director Donnan commented on his admiration for the Chico Peppers.

M/S/C/ (Directors McGinnis/Donnan) The Board approved the request from the community to honor the Chico Peppers by naming the softball field at Hooker Oak, the Chico Peppers Field. **The motion was unanimously approved.**

Absent: Lando

5.4. District Facility Tour - *Information provided/possible action.*

The Board selected Friday, February 7th at 10am for a District tour. The starting location will be at the Community Center.

6. DIRECTORS' COMMENTS

Director Roye expressed gratitude for the public comment at the meeting. Director Norden asked for an update on the Recreation Director. General Manager Grimm announced that Erin Morrissey has accepted the position, and her start date is February 4th.

7. STAFF COMMENTS

There were none.

8. ADJOURNMENT

Adjourned at 5:50 PM to the next meeting of the Board of Directors of the Chico Area Recreation and Park District.

Finance Committee

STAFF REPORT

DATE: February 27, 2025
TO: Board of Directors
FROM: Angie Carpenter, Finance Manager
SUBJECT: Monthly Financials – January

Overview

The January financial reports show steady progress towards fiscal year-end goals, with revenues on target and expenses in line with budget.

January represents **58.33%** of the annual budget.

Budget Analysis

Revenue: Income for this fiscal period is performing in line with expectations. As of now, revenue stands at 63.77% of the total budget, which is typical for this period in the fiscal year.

- **Tax Income:** Additional property tax installment were received, stabilizing revenue levels.
- **Operating Income:** Operating income is on track and aligns with the our projection for this period.
- **Other Income:** Other income includes a \$12,442.28 rebate from the District's credit card program.

Expenses: Overall, expenses are trending as anticipated, at 53.09% of the budget.

- **Utilities:** Utilities include December expenses.

Program Income: Program income is performing well and remains on track for the period.

- **Facility Rentals:** Rentals will begin trending up during spring and will increase through the summer.
- **Special Events:** Revenue will increase with ticketed events scheduled this spring and new sponsorships for 2025.
- **Inclusion:** Income is now 107.27% of the budget due to an increase in service demand.

Impact Fees: City Impact Fees from January measurement are expected in coming weeks. County Impact Fees are trending normally, and we have received interest for the quarters to date.

Capital Activity

- **Fixed Assets:** Capital assets reflect the acquisition of new equipment, including two trucks, a dump trailer, landscape tractor and a leaf sweeper.
- **Projects:** Capital projects are progressing as anticipated.



CARD

Chico Area Recreation & Park District

Monthly Financial Reports January 2025

KEY TERMS

Original: Board adopted budget amount

Current: Subsequent Board approved budget changes

Period Activity: Financial transactions occurring in the month being reported

Fiscal Activity: Year-to-date information

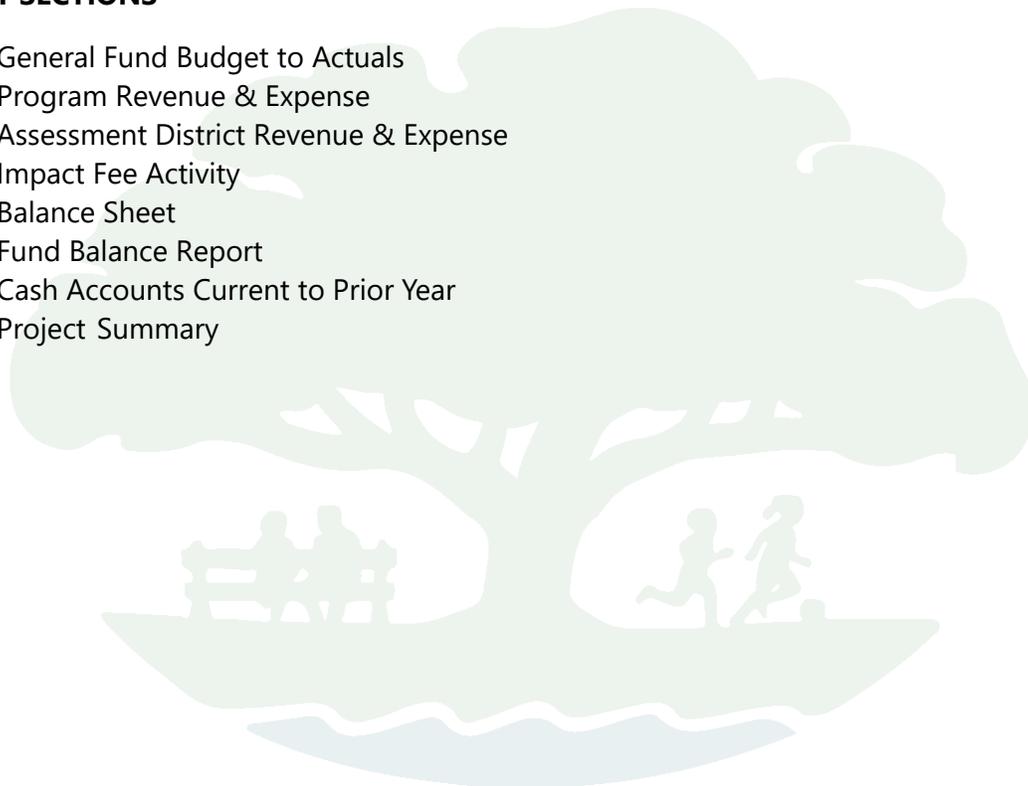
Variance: Fiscal Activity less the Current Budget

Percent Used: Percentage of Fiscal Activity from the Current Budget.

Figures: Surplus is a positive and Deficit is shown as a negative (-) number

REPORT SECTIONS

1. General Fund Budget to Actuals
2. Program Revenue & Expense
3. Assessment District Revenue & Expense
4. Impact Fee Activity
5. Balance Sheet
6. Fund Balance Report
7. Cash Accounts Current to Prior Year
8. Project Summary





Chico Area Recreation and Park District

General Fund Budget to Actual

For Fiscal: FY 2025 Period Ending: 01/31/2025

Clas...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 90 - General Fund						
Revenue						
50 - Taxes	6,947,254.50	6,947,254.50	811,098.31	4,073,590.52	-2,873,663.98	58.64%
53 - Operating Income	6,880,095.50	6,880,095.50	1,038,328.09	4,691,242.63	-2,188,852.87	68.19%
55 - Other Income	16,000.00	16,000.00	27,208.94	62,924.73	46,924.73	393.28%
Revenue Total:	13,843,350.00	13,843,350.00	1,876,635.34	8,827,757.88	-5,015,592.12	63.77%
Expense						
60 - Salaries & Wages	7,631,256.39	7,631,256.39	432,149.39	3,827,723.98	3,803,532.41	50.16%
61 - Employee Benefits	1,846,158.49	1,846,158.49	126,279.82	1,032,662.34	813,496.15	55.94%
62 - Supplies & Services	2,443,517.52	2,443,517.52	182,704.17	1,403,615.01	1,039,902.51	57.44%
63 - Repairs & Maintenance	424,254.50	424,254.50	28,575.17	175,328.76	248,925.74	41.33%
64 - Utilities	698,379.00	698,379.00	55,892.98	489,039.12	209,339.88	70.02%
65 - Contracts	603,700.00	616,400.00	41,244.95	342,228.63	274,171.37	55.52%
69 - Other Expenses	35,000.00	35,000.00	0.00	0.00	35,000.00	0.00%
Expense Total:	13,682,265.90	13,694,965.90	866,846.48	7,270,597.84	6,424,368.06	53.09%
Fund: 90 - General Fund Surplus (Deficit):	161,084.10	148,384.10	1,009,788.86	1,557,160.04	1,408,775.94	1,049.41%
Report Surplus (Deficit):	161,084.10	148,384.10	1,009,788.86	1,557,160.04	1,408,775.94	1,049.41%

General Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
90 - General Fund	161,084.10	148,384.10	1,009,788.86	1,557,160.04	1,408,775.94
Report Surplus (Deficit):	161,084.10	148,384.10	1,009,788.86	1,557,160.04	1,408,775.94



Chico Area Recreation and Park District

Program Revenue & Expense

For Fiscal: FY 2025 Period Ending: 01/31/2025

Account Typ...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Program: 11610 - Facility Rentals						
Revenue	360,000.00	360,000.00	12,052.12	176,899.87	-183,100.13	49.14%
Expense	285,065.41	285,065.41	24,094.22	195,032.44	90,032.97	68.42%
Program: 11610 - Facility Rentals Surplus (Deficit):	74,934.59	74,934.59	-12,042.10	-18,132.57	-93,067.16	-24.20%
Program: 11611 - Picnic Rentals						
Revenue	25,000.00	25,000.00	698.00	20,908.60	-4,091.40	83.63%
Program: 11611 - Picnic Rentals Total:	25,000.00	25,000.00	698.00	20,908.60	-4,091.40	83.63%
Program: 11612 - Field Rentals						
Revenue	85,000.00	85,000.00	374.50	56,326.96	-28,673.04	66.27%
Expense	9,081.32	9,081.32	0.00	6,689.24	2,392.08	73.66%
Program: 11612 - Field Rentals Surplus (Deficit):	75,918.68	75,918.68	374.50	49,637.72	-26,280.96	65.38%
Program: 11710 - Special Events						
Revenue	140,000.00	140,000.00	10,000.00	76,626.00	-63,374.00	54.73%
Expense	81,112.12	81,112.12	4,739.46	89,752.60	-8,640.48	110.65%
Program: 11710 - Special Events Surplus (Deficit):	58,887.88	58,887.88	5,260.54	-13,126.60	-72,014.48	-22.29%
Program: 22200 - Contracted Camp						
Revenue	210,000.00	210,000.00	1,680.00	97,332.30	-112,667.70	46.35%
Expense	6,755.00	6,755.00	0.00	0.00	6,755.00	0.00%
Program: 22200 - Contracted Camp Surplus (Deficit):	203,245.00	203,245.00	1,680.00	97,332.30	-105,912.70	47.89%
Program: 22210 - Camp Chi-Da-CA						
Revenue	290,600.00	290,600.00	0.00	113,730.00	-176,870.00	39.14%
Expense	192,101.69	192,101.69	2,704.26	88,995.92	103,105.77	46.33%
Program: 22210 - Camp Chi-Da-CA Surplus (Deficit):	98,498.31	98,498.31	-2,704.26	24,734.08	-73,764.23	25.11%
Program: 22220 - Delight Camps						
Revenue	214,400.00	214,400.00	3,596.00	123,076.00	-91,324.00	57.40%
Expense	149,951.59	149,951.59	2,995.75	72,394.95	77,556.64	48.28%
Program: 22220 - Delight Camps Surplus (Deficit):	64,448.41	64,448.41	600.25	50,681.05	-13,767.36	78.64%
Program: 22240 - Camp Chico Creek						
Revenue	230,000.00	230,000.00	0.00	144,364.00	-85,636.00	62.77%
Expense	169,897.30	169,897.30	5,542.93	86,952.91	82,944.39	51.18%
Program: 22240 - Camp Chico Creek Surplus (Deficit):	60,102.70	60,102.70	-5,542.93	57,411.09	-2,691.61	95.52%
Program: 22310 - Youth Sports						
Revenue	435,000.00	435,000.00	22,720.45	256,260.56	-178,739.44	58.91%
Expense	438,865.49	438,865.49	18,870.97	219,480.32	219,385.17	50.01%
Program: 22310 - Youth Sports Surplus (Deficit):	-3,865.49	-3,865.49	3,849.48	36,780.24	40,645.73	-951.50%
Program: 22320 - Adult Sports						
Revenue	425,000.00	425,000.00	11,119.50	156,533.32	-268,466.68	36.83%
Expense	480,310.85	480,310.85	16,668.68	172,843.05	307,467.80	35.99%
Program: 22320 - Adult Sports Surplus (Deficit):	-55,310.85	-55,310.85	-5,549.18	-16,309.73	39,001.12	29.49%
Program: 22330 - DFJ Admin						
Revenue	40,000.00	40,000.00	1,510.18	20,976.18	-19,023.82	52.44%
Expense	122,086.91	122,086.91	9,903.39	70,828.24	51,258.67	58.01%
Program: 22330 - DFJ Admin Surplus (Deficit):	-82,086.91	-82,086.91	-8,393.21	-49,852.06	32,234.85	60.73%
Program: 22400 - Contract Programs						
Revenue	190,000.00	190,000.00	14,385.83	117,427.70	-72,572.30	61.80%
Expense	343,263.60	343,263.60	17,079.87	165,387.61	177,875.99	48.18%
Program: 22400 - Contract Programs Surplus (Deficit):	-153,263.60	-153,263.60	-2,694.04	-47,959.91	105,303.69	31.29%

Budget Report

For Fiscal: FY 2025 Period Ending: 01/31/2025

Account Typ...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Program: 22510 - Afterschool Program - CARD						
Revenue	2,662,550.00	2,662,550.00	637,758.70	2,072,761.52	-589,788.48	77.85%
Expense	1,940,051.65	1,940,051.65	104,564.39	972,361.43	967,690.22	50.12%
Program: 22510 - Afterschool Program - CARD Surplus (Deficit):	722,498.35	722,498.35	533,194.31	1,100,400.09	377,901.74	152.30%
Program: 22600 - NC Admin						
Revenue	166,745.50	166,745.50	11,391.44	72,360.81	-94,384.69	43.40%
Expense	323,059.85	323,059.85	23,821.04	116,411.90	206,647.95	36.03%
Program: 22600 - NC Admin Surplus (Deficit):	-156,314.35	-156,314.35	-12,429.60	-44,051.09	112,263.26	28.18%
Program: 22610 - Trips						
Revenue	0.00	0.00	0.00	1,327.70	1,327.70	0.00%
Program: 22610 - Trips Total:	0.00	0.00	0.00	1,327.70	1,327.70	0.00%
Program: 22630 - Nature ABC						
Revenue	6,000.00	6,000.00	0.00	3,727.27	-2,272.73	62.12%
Expense	7,194.82	7,194.82	68.48	683.17	6,511.65	9.50%
Program: 22630 - Nature ABC Surplus (Deficit):	-1,194.82	-1,194.82	-68.48	3,044.10	4,238.92	-254.77%
Program: 22800 - Recreation Swim						
Revenue	200,000.00	200,000.00	0.00	100,739.05	-99,260.95	50.37%
Expense	326,465.94	326,465.94	2,320.25	171,731.42	154,734.52	52.60%
Program: 22800 - Recreation Swim Surplus (Deficit):	-126,465.94	-126,465.94	-2,320.25	-70,992.37	55,473.57	56.14%
Program: 22900 - Youth Leader						
Revenue	0.00	0.00	0.00	400.00	400.00	0.00%
Expense	1,776.79	1,776.79	6.44	1,088.62	688.17	61.27%
Program: 22900 - Youth Leader Surplus (Deficit):	-1,776.79	-1,776.79	-6.44	-688.62	1,088.17	38.76%
Program: 22910 - Inclusion						
Revenue	120,000.00	120,000.00	19,023.84	128,718.14	8,718.14	107.27%
Expense	172,034.24	172,034.24	11,616.35	106,123.27	65,910.97	61.69%
Program: 22910 - Inclusion Surplus (Deficit):	-52,034.24	-52,034.24	7,407.49	22,594.87	74,629.11	-43.42%
Report Surplus (Deficit):	751,220.93	751,220.93	501,314.08	1,203,738.89	452,517.96	160.24%

Program Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
90 - General Fund	751,220.93	751,220.93	501,314.08	1,203,738.89	452,517.96
Report Surplus (Deficit):	751,220.93	751,220.93	501,314.08	1,203,738.89	452,517.96



Chico Area Recreation and Park District

Assessment District Revenue & Expense

For Fiscal: FY 2025 Period Ending: 01/31/2025

Account Typ...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 60 - Baroni Park						
Revenue	162,300.00	162,300.00	0.00	60,762.86	-101,537.14	37.44%
Expense	134,434.10	134,434.10	7,133.65	57,666.57	76,767.53	42.90%
Fund: 60 - Baroni Park Surplus (Deficit):	27,865.90	27,865.90	-7,133.65	3,096.29	-24,769.61	11.11%
Fund: 63 - Indigo Park						
Revenue	83,266.33	83,266.33	0.00	47,778.39	-35,487.94	57.38%
Expense	74,266.33	74,266.33	6,570.43	37,638.76	36,627.57	50.68%
Fund: 63 - Indigo Park Surplus (Deficit):	9,000.00	9,000.00	-6,570.43	10,139.63	1,139.63	112.66%
Fund: 65 - Oak Way Park						
Revenue	153,629.14	153,629.14	0.00	13,194.16	-140,434.98	8.59%
Expense	153,629.14	153,629.14	11,079.53	83,835.42	69,793.72	54.57%
Fund: 65 - Oak Way Park Surplus (Deficit):	0.00	0.00	-11,079.53	-70,641.26	-70,641.26	0.00%
Fund: 67 - Peterson Park (Amber Grove)						
Revenue	127,531.55	127,531.55	0.00	24,286.03	-103,245.52	19.04%
Expense	127,531.55	127,531.55	11,599.47	69,243.17	58,288.38	54.29%
Fund: 67 - Peterson Park (Amber Grove) Surplus (Deficit):	0.00	0.00	-11,599.47	-44,957.14	-44,957.14	0.00%
Report Surplus (Deficit):	36,865.90	36,865.90	-36,383.08	-102,362.48	-139,228.38	-277.66%

Assessment Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
60 - Baroni Park	27,865.90	27,865.90	-7,133.65	3,096.29	-24,769.61
63 - Indigo Park	9,000.00	9,000.00	-6,570.43	10,139.63	1,139.63
65 - Oak Way Park	0.00	0.00	-11,079.53	-70,641.26	-70,641.26
67 - Peterson Park (Amber Grove)	0.00	0.00	-11,599.47	-44,957.14	-44,957.14
Report Surplus (Deficit):	36,865.90	36,865.90	-36,383.08	-102,362.48	-139,228.38



Chico Area Recreation and Park District

Impact Fee Activity

For Fiscal: FY 2025 Period Ending: 01/31/2025

Account Typ...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 70 - City Impact Fees (Community Park)						
Revenue	1,000,000.00	1,000,000.00	0.00	391,793.46	-608,206.54	39.18%
Fund: 70 - City Impact Fees (Community Park) Total:	1,000,000.00	1,000,000.00	0.00	391,793.46	-608,206.54	39.18%
Fund: 80 - County Impact Fees						
Revenue	60,000.00	60,000.00	2,375.00	30,308.07	-29,691.93	50.51%
Fund: 80 - County Impact Fees Total:	60,000.00	60,000.00	2,375.00	30,308.07	-29,691.93	50.51%
Report Total:	1,060,000.00	1,060,000.00	2,375.00	422,101.53	-637,898.47	39.82%

Impact Fee Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
70 - City Impact Fees (Community	1,000,000.00	1,000,000.00	0.00	391,793.46	-608,206.54	39.18%
80 - County Impact Fees	60,000.00	60,000.00	2,375.00	30,308.07	-29,691.93	50.51%
Report Total:	1,060,000.00	1,060,000.00	2,375.00	422,101.53	-637,898.47	39.82%



Chico Area Recreation and Park District

**General Fund
Balance Report**
As Of 01/31/2025

Account	Name	Balance
Fund: 90 - General Fund		
Assets		
90-1016	Petty Cash	800.00
90-1021	Claim On Cash - General	12,650,582.42
90-1210	Land	17,441,222.52
90-1212	Land Improvements	30,521,143.51
90-1215	Leasehold Improvements	2,096,189.67
90-1220	Buildings and Components	123,423.67
90-1225	Building Improvements & Renovations	39,671.05
90-1230	Construction in Progress	6,718,284.76
90-1235	Equipment	1,332,467.32
90-1240	Vehicles	640,774.64
90-1250	Technology Hardware	296,192.00
90-1270	Accumulated Depreciation	-18,397,846.75
90-1310	Accounts Receivable	1,462,645.53
90-1340	Suspense	43,097.34
90-1360	Deferred Outflows of Resources	2,033,810.00
	Total Assets:	57,002,457.68
		<u>57,002,457.68</u>
Liability		
90-2004	Deferred Inflows of Resources	32,247.00
90-2006	Accounts Payable	271,979.01
90-2010	Vouchers Payable	138,646.93
90-2014	Accrued Wages and Salaries Payable	115,789.38
90-2016	Compensated Absences Payable	492,299.50
90-2018	457 Employee Contribution	4,168.60
90-2020	457 ROTH Employee Contribution	2,325.00
90-2022	CalPERS - Employee	45,444.44
90-2024	CalPERS - Employer	23,435.00
90-2026	Federal Withholding	96,495.77
90-2030	Garnishments	2,797.35
90-2031	HSA	-14,719.07
90-2032	Medical Insurance - Employee	52,234.02
90-2036	Medicare and Social Security - Employee	111,877.15
90-2038	Medicare and Social Security - Employer	27,924.09
90-2040	State Withholding	73,049.27
90-2042	SDI	9,507.64
90-2044	Union Dues - Parks Staff	-537.56
90-2046	Union Dues - Supervisor	494.81
90-2048	Voluntary Life/AD&D - Employee	2,643.59
90-2052	Deferred Revenue	-56,930.95
90-2054	Due To Other Funds	4,652,631.00
90-2056	Other Liability - Class Clearing Acct	-32,491.00
90-2058	Net Pension Liability	3,483,557.00
90-2060	Time Expired Holding Acct	8,298.11
90-2062	Prepaid Facilities Transfer	-1,091.00
90-2066	Security Deposits	84,057.02
90-2070	Sales Tax	552.75
90-2099	Due To- General	-151.76
	Total Liability:	9,626,533.09
Equity		
90-3010	Fund Balance - NonSpendable	35,555,915.76
90-3020	Fund Balance - Restricted	2,500,000.00

Balance Sheet

As Of 01/31/2025

Account	Name	Balance
90-3050	Fund Balance - Unassigned	7,901,970.02
	Total Beginning Equity:	45,957,885.78
Total Revenue		8,827,757.88
Total Expense		7,409,719.07
Revenues Over/Under Expenses		1,418,038.81
	Total Equity and Current Surplus (Deficit):	47,375,924.59
	Total Liabilities, Equity and Current Surplus (Deficit):	<u>57,002,457.68</u>

Balance Sheet

As Of 01/31/2025

Account	Name	Balance	
Fund: 99 - POOLED CASH			
Assets			
99-1010	Cash In Bank - US Bank Treasurer	5,898,053.53	
99-1011	Cash In Bank - Golden Valley Bank	1,238,090.36	
99-1012	Cash In Bank - California Class Investment	2,730,394.40	
99-1014	Cash In Bank - GVB Investment Account	9,533,318.55	
99-1018	Cash In Bank - Tri Counties Investment Ac	1,162,518.73	
99-1382	Due From Other Funds-Indigo	69.92	
99-1384	Due From Other Funds-General	-151.76	
99-1386	Due From Other Funds-Peterson	15.81	
	Total Assets:	20,562,309.54	<u>20,562,309.54</u>
Liability			
99-2006	Accounts Payable (Pooled Cash)	-66.03	
99-2007	Wages Payable	206,439.92	
99-2054	Due To Other Funds (Pooled Cash)	20,355,935.65	
	Total Liability:	20,562,309.54	
	Total Equity and Current Surplus (Deficit):	0.00	
	Total Liabilities, Equity and Current Surplus (Deficit):		<u>20,562,309.54</u>



Chico Area Recreation and Park District

Fund Balance Report

Account Summary

As Of 01/31/2025

Object	90 - General Fund	60 - Baroni Park	63 - Indigo Park	65 - Oak Way Park	67 - Peterson Park (Amber Grove)	70 - City Impact Fees (Community Park)	80 - County Impact Fees	Total
Asset								
1016 - Petty Cash	800.00	-	-	-	-	-	-	800.00
1021 - Claim on Cash	12,650,582.42	55,901.28	22,989.24	(70,641.26)	(6,493.39)	7,161,931.04	541,666.97	20,355,936.30
1210 - 1250 Fixed Assets	59,209,369.14	-	-	-	-	-	-	59,209,369.14
1270 - Accumulated Depreciation	(18,397,846.75)	-	-	-	-	-	-	(18,397,846.75)
1310 - Accounts Receivable	1,462,645.53	-	-	-	-	-	-	1,462,645.53
1320 - Due From Other Funds	-	-	-	-	-	4,652,631.00	-	4,652,631.00
1340 - Suspense	43,097.34	-	-	-	-	-	-	43,097.34
1360 - Deferred Outflows of Resources	2,033,810.00	-	-	-	-	-	-	2,033,810.00
Total Asset:	57,002,457.68	55,901.28	22,989.24	(70,641.26)	(6,493.39)	11,814,562.04	541,666.97	69,360,442.56
Liability								
2004 - Deferred Inflows of Resources	32,247.00	-	-	-	-	-	-	32,247.00
2006 - Accounts Payable	271,979.01	-	-	-	-	-	-	271,979.01
2054 - Due to Other Funds	4,652,631.00	-	-	-	-	-	37,999.81	4,690,630.81
2056 - Other Liab-Class Clearing Acct	(32,491.00)	-	-	-	-	-	-	(32,491.00)
2058 - Net Pension Liability	3,483,557.00	-	-	-	-	-	-	3,483,557.00
Total Liability:	9,626,533.09	-	69.92	-	15.81	-	37,999.81	9,664,618.63
Equity								
3010 - Fund Balance - Nonspendable	35,555,915.76	-	-	-	-	-	-	35,555,915.76
3020 - Fund Balance - Restricted	2,500,000.00	52,804.99	12,779.69	-	38,447.94	11,422,768.58	473,359.09	14,500,160.29
3050 - Fund Balance - Unassigned	7,901,970.02	-	-	-	-	-	-	7,901,970.02
Total Total Beginning Equity:	45,957,885.78	52,804.99	12,779.69	-	38,447.94	11,422,768.58	473,359.09	57,958,046.07
Total Revenue	8,827,757.88	60,762.86	47,778.39	13,194.16	24,286.03	391,793.46	30,308.07	9,395,880.85
Total Expense	7,409,719.07	57,666.57	37,638.76	83,835.42	69,243.17	-	-	7,658,102.99
Revenues Over/Under Expenses	1,418,038.81	3,096.29	10,139.63	(70,641.26)	(44,957.14)	391,793.46	30,308.07	1,737,777.86
Total Equity and Current Surplus (Deficit):	47,375,924.59	55,901.28	22,919.32	(70,641.26)	(6,509.20)	11,814,562.04	503,667.16	59,695,823.93
Total Liabilities, Equity and Current Surplus (Deficit):	57,002,457.68	55,901.28	22,989.24	(70,641.26)	(6,493.39)	11,814,562.04	541,666.97	69,360,442.56



Cash Accounts Current to Prior Year

Current Year	Balance	Prior Year	Balance
As of 01/31/2025		As of 01/31/2024	
Petty Cash	800.00	Petty Cash	800.00
US Bank - County Treasurer	5,898,053.53	US Bank - County Treasurer	1,601,439.00
Golden Valley Bank - Operations	1,238,090.36	Golden Valley Bank - Operations	4,559,754.00
California CLASS Investment	2,730,394.40	California CLASS Investment	2,569,034.00
GVB Investment	9,533,318.55	GVB Investment	2,117,541.00
TCB Investment	1,162,518.73	TCB Investment	-
TOTAL	20,563,175.57	TOTAL	10,848,568.00

Project Activity Summary

Project Summary

Project Number	Project Name	Total Budget	Date Range Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining
2324-102	AQC - Design & Construction	2,075,000.00	1,627,000.00	770,314.43	908,861.79	1,679,176.22	395,823.78
2324-103	ADA Compliance Upgrades	205,000.00	205,000.00	167,259.13	29,450.00	196,709.13	8,290.87
2324-104	DFM Upgrades	205,000.00	205,000.00	0.00	17,692.95	17,692.95	187,307.05
2324-105	CCC - Roof & Exterior Repair/Painting	253,730.00	253,730.00	0.00	177,160.10	177,160.10	76,569.90
2324-106	DST - Irrigation Smart Controller Upgr...	219,040.00	219,040.00	26,900.50	143,538.25	170,438.75	48,601.25
2324-107	ROT - Replace 5-12 Play Structure	174,280.00	174,280.00	0.00	149,775.09	149,775.09	24,504.91
2324-108	COM - Maintenance Building	1,300,000.00	0.00	0.00	208,789.53	208,789.53	1,091,210.47
2425-101	HEN - Park Development	3,500,000.00	3,500,000.00	0.00	15,627.68	15,627.68	3,484,372.32
2425-102	COM - Court Repairs	143,016.00	143,016.00	0.00	140,848.00	140,848.00	2,168.00
2425-103	LKS - Kitchen Renovation	45,000.00	45,000.00	0.00	15,284.30	15,284.30	29,715.70
2425-104	BAR - Playground	200,000.00	200,000.00	0.00	0.00	0.00	200,000.00
2425-105	LKS - HVAC	200,000.00	200,000.00	0.00	0.00	0.00	200,000.00
2425-106	COM - Sidewalk Repairs	71,484.00	71,484.00	0.00	71,484.00	71,484.00	0.00
2425-201	DST - Leaf Sweeper	66,000.00	66,000.00	0.00	66,000.00	66,000.00	0.00
2425-202	DST - Vehicles	130,000.00	130,000.00	0.00	122,551.03	122,551.03	7,448.97
2425-203	DST - Heavy Equipment	56,000.00	56,000.00	0.00	50,493.19	50,493.19	5,506.81
Report Total:		8,843,550.00	7,095,550.00	964,474.06	2,117,555.91	3,082,029.97	5,761,520.03

Group Summary

Group	Total Budget	Date Range Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining
Capital Projects	8,007,270.00	6,259,270.00	797,214.93	1,681,593.65	2,478,808.58	5,528,461.42
Fixed Assets	426,280.00	426,280.00	0.00	388,819.31	388,819.31	37,460.69
Non-Capital Projects	410,000.00	410,000.00	167,259.13	47,142.95	214,402.08	195,597.92
Report Total:	8,843,550.00	7,095,550.00	964,474.06	2,117,555.91	3,082,029.97	5,761,520.03

Type Summary

Group	Total Budget	Date Range Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining
Construction	5,575,000.00	5,127,000.00	770,314.43	924,489.47	1,694,803.90	3,880,196.10
Equipment	256,000.00	256,000.00	0.00	50,493.19	50,493.19	205,506.81
Improvements	205,000.00	205,000.00	167,259.13	29,450.00	196,709.13	8,290.87
Renovation	250,000.00	250,000.00	0.00	32,977.25	32,977.25	217,022.75
Replacements	2,427,550.00	1,127,550.00	26,900.50	957,594.97	984,495.47	1,443,054.53
Vehicle	130,000.00	130,000.00	0.00	122,551.03	122,551.03	7,448.97
Report Total:	8,843,550.00	7,095,550.00	964,474.06	2,117,555.91	3,082,029.97	5,761,520.03



BOARD OF DIRECTORS

STAFF REPORT

DATE: February 27, 2025
TO: Board of Directors
FROM: Annabel Grimm, General Manager
SUBJECT: Retirement of American Flags at Veterans Memorial Park

BACKGROUND

The Veterans of Foreign Wars (VFW) post #1555 is requesting support in the ceremonial retirement of American flags. The Veterans Hall willingly accepts American flags that are no longer serviceable for retirement. They have received approximately 500 flags, over the course of many years. Flag retirement is usually performed by ceremonial burning, however, burning of synthetic materials such as nylon and polyester are potentially harmful to the attendees and community air quality, making burial next dignified option.

VFW's Proposal:

- The flags will be buried in large wooden boxes built by community members.
- The boxes will be decorated and adorned with patriotic emblems created by members of the community.
- Speakers will present historical information about the American flag.

The first flag retirement is proposed for the Sunday of flag week, June 15. VFW anticipates this to be an annual. A location has been identified by staff on the west margin of the park, north of the paved parking lot, and south of the Pump Track parking lot. The proposed location is unaffected by future Eaton Road expansion.

The VFW is requesting the following:

1. Labor to excavate an appropriately sized space for internment of retired flags and soil replacement.
2. A permanent kiosk, approximately 4'x 8', where the Flag Code will be displayed, along with the history of the American flag and significant dates and changes throughout history.
3. Ground markers added annually to designate burial sites.

RECOMMENDATION

Board approve the VFW's proposal and associated protocol for annual burials.



BOARD OF DIRECTORS

STAFF REPORT

DATE: February 27, 2025
TO: Board of Directors
FROM: Annabel Grimm, General Manager
SUBJECT: Design Award for Henshaw Neighborhood Park

BACKGROUND

At the January Board meeting, the Board requested interviews with the firms being considered for the award of the Henshaw Park design. The interview structure is as follows:

1. A presentation by the bidders providing an overview of their proposal in the context of the RFP criteria (10-minute limit).
2. A question-and-answer period with the Board of Directors and staff to ascertain 1) scope and project feasibility, 2) assess experience, capability, and team dynamics, 3) understand approach and alignment with District expectations (approximately 15 – 20 minutes).

The following information was included in the January staff report (25-003) and is provided for reference.

A Request for Proposals for Henshaw Park design was published in November 2024 with a bid walk held on-site, and proposals due Dec 18. The park footprint increased from six to 12.5 acres including a portion of the adjacent parcel owned by the Chico Unified School District. Three potential bidders attended the walk. Additional bidders indicated interest but were unable to attend the walk. To ensure a robust bidding environment and breadth of proposals, the mandatory bid walk criteria was waived on-site and subsequently communicated to all potential bidders prior to the deadline. Ultimately, two proposals were received.

Bidder	Design Fee
Confluence Landscape Architecture	\$341,354
Melton Design Group (MDG)	\$345,500

DISCUSSION

As the Board is aware, the District has used design services from both bidders. Staff reviewed each proposal utilizing the selection criteria specified in the RFP.

Criteria

The Design-Specification Agreement will be awarded to the entity whose proposal is best evidencing demonstrated competence and professional qualifications to perform the described services. Cal. Pub. Contract Code § 20101 This evaluation will be based on the following criteria in order of importance:

- **Design and Preconstruction Approach**
Both bidders presented similar layout with two distinct halves of the park. MDG’s layout presentation was more visually appealing with location of parking lot and restroom in preferred locations.
- **Technical Design and Experience**
Both bidders demonstrated extensive expertise on similar projects. Confluence’s project team possessed greater depth, technical resources, and total volume of experience.
- **Design Cost**
Confluence’s design proposal was lowest.
- **Track Record**
Both bidders provided references which indicated positive outcomes from projects. MDG’s reference indicated anticipated overrun in part due to estimating and owner desires, which are not uncommon given the current market volatility.
- **Proposed Time Schedule:**
Both bidders provided substantial evidence of and desire to meet milestones and deadlines. Confluence’s timeline was approximately two months shorter compared to MDG with the completion of construction drawings and bid documents by the beginning of July 2025.
- **Qualifications of the Project Team**
Both bidders demonstrated sufficient experience and expertise. However, the depth of expertise across the various aspect of the project ran significantly deeper with Confluence given their large-scale organization, resources available, and partners included on the project both locally and nationally.
- **Number of Successful Projects**
Both bidders have completed multiple projects of similar scope and scales. MDG has a track record of projects in Chico with connections to local contractors. Confluence has a proven track record on a national scale and has made local connections through their work on the aquatics center.
- **Management Approach**
As references confirmed, and in the District’s experience, both bidders were able to successfully gather input from the community and stakeholders and incorporate it in their project designs.
- **Life-Cycle Costs**
Confluence’s team includes Blundall and Associates explicitly for the purpose of lifecycle cost analysis and estimating with over 50 years of experience. MDG utilizes local relationships and recent relevant projects performed by them or North Star Engineering as a basis for cost estimates.

- **Interview Performance**

Both bidders presented and interviewed well. Both have demonstrated successful projects. The depth of the comprehensive team, clarity of cost estimation systems, which includes local subcontractors, and resources for project management, cost containment, and construction administration provide a notable advantage with Confluence.

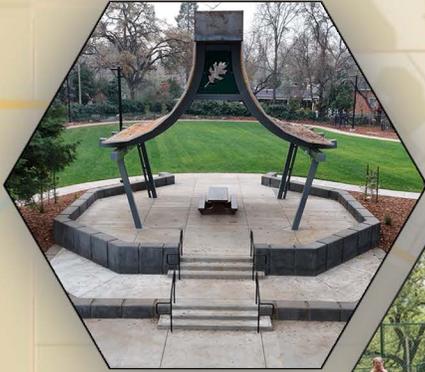
A thorough review of the bidders' proposals, interviews, and references showed different advantages with each bidder. Staff found Confluence presented strong cost containment tools and resources, extensive depth and team qualifications across the project areas, a lower overall bid-cost, a reasonable presence on-site with their existing CARD project currently under contract, a diverse and expansive history of successful projects, an aggressive time schedule with bid doc completion by July 2024, comprehensive contractor review process, and extensive construction administration support.

In comparison, Melton Design Group offered an appealing concept with a more aesthetic graphic representation, strong understandings of local resources and agencies, local connection and commitment to District and the city of Chico. While, Confluence presented a stronger overall package, MDG's familiarity with local resources, experience with the District, and more appealing design, make MDG a compelling option.

RECOMMENDATION

The Board review the attached proposals, conduct interviews, and select a design firm for the Henshaw Park project.

MELTON DESIGN GROUP INC.



CHICO

PROPOSAL RESPONSE FOR
CHICO AREA RECREATION and PARK DISTRICT
HENSHAW PARK PROJECT
December 18, 2024



CARD
Chico Area Recreation & Park District

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APPENDIX: Sample Certificates of Insurance

December 18, 2024

Attn: Chico Area Recreation & Park District (CARD)
Luke Pyle, Project Manager
545 Vallombrosa Avenue
Chico, CA 95926
(530) 815-5253 / LPyle@chicorec.gov

Re: Henshaw Park Project Park Design Proposal



*Chapman Park Dorothy Johnson Themed Shade
and Picnic Pavilion*

For your consideration,

Melton Design Group, Inc. (MDG) is excited about creating another great park in Chico for CARD's portfolio. This opportunity to provide Professional Design Services for this project and our collective community drives our design team. As you have discovered from our recent efforts on the Chapman Park Renovation project, we are a team of exceptional professionals specializing in landscape architecture, park design, and recreation planning. We have all the systems in place and we love to collaborate among all the stakeholders to get exactly what we want.

For this project, we have carefully assembled a local team with Patrick Farrar as your Project Manager who has extensive experience working with both MDG and CARD. This collaborative group has a proven track record of delivering enthusiastic, high-quality projects that exceed expectations and resonate with the community.

- ❖ **WE ARE LOCAL and CARE.** Every project is a passion project. We seek out clients and partners who care deeply about their communities and share our commitment to creating spaces that enrich people's lives.
- ❖ **WE LISTEN and PERFORM.** Every project begins by listening to the stakeholders, understanding their needs, and working closely with you to develop clarity and consensus among diverse users and decision-makers. We make the process as seamless as possible for you.
- ❖ **WE CREATE SOLUTIONS.** Design is the intersection of people, purpose, and place. Every project is tailored to its unique conditions. Our goal is to help you efficiently shape a space that feels perfectly in tune with its environment and our community.

This proposal and your experience with us on the recent Chapman Park Renovation project highlight our ability to perform all necessary tasks and services to achieve all your objectives. We believe that our experience in both the public and private sectors, combined with the strength of our local team, makes MDG the ideal partner to collaborate and support your project and serve our community.

Sincerely,

Gregory Melton - RLA 4217
Melton Design Group, Inc.
(530) 899-1616 / Greg@meltong.com

Who We Are

COMPANY PROFILE



Melton Design Group, Inc. (MDG) is a Chico-based firm formed by Greg Melton 14 years ago and is now the premier design firm in California. The Design Group staff has worked closely with communities throughout California over the past 35 years and continues the tradition of providing Clients with the highest quality of licensed landscape architectural services. We currently have a design and office staff of 20 dedicated individuals ready to apply their skills to your project.

WHY WE ARE QUALIFIED

We are qualified for your project because the MDG Team has worked together successfully on projects; we complement each other and bring many years of experience working as a team. We gain a clear understanding of your needs and how to turn your project into an attractive, functional, low-maintenance space that serves your community. The MDG Team will complete and finalize your design within budget. We create precise plans, specs and bid documents to successfully award to a contractor and we administer the construction of your project, providing full project management services.



*Chico City Plaza
2009 CRA Excellence in Public Spaces*

We can handle your project from start to finish!

WE EXCEL AT...

- ❖ Visioning & Communication
- ❖ Unique, Locally Focused Design
- ❖ Project Research
- ❖ Community Outreach
- ❖ Stakeholder Understanding
- ❖ Operation & Maintenance
- ❖ Full Designs & Plan Check Review
- ❖ Sustainable Design Techniques
- ❖ Design Guidelines & Standards
- ❖ Construction Plans & Details

MDG brings a consortium of thinkers and makers to serve you. The Team integrates the minds that take design, development, operations and maintenance to new levels. Our experts are committed to quality and efficient services with the support of our professional staff members to complete our consultant team. The following is a list of services provided by MDG.

FEATURED AWARDS

MDG has been recognized by public and professional agencies for a wide range of projects and community outreach.

2021 California Parks and Recreation Society (CPRS)
Design Excellence Park Planning

2018 American Society of Civil Engineers Sacramento Chapter
Outstanding Urban or Land Development Plan of the Year

2014 American Society of Landscape Architects
Sierra Chapter Honor and Merit Awards
Parks/Open Space and Rehabilitation/Mitigation

2009 California Redevelopment Association
Award of Excellence in Public Spaces

2007, 2008 and 2009 American Society of Irrigation Consultants
National Excellence in Irrigation Honor Award

2007 Chico Economic Planning Corporation
Community Vitality Award

2005 California Parks & Recreation Society
Award for Facility Design and Park Planning

SERVICES PROVIDED BY MDG

Melton Design Group provides client services throughout the life of a project and we are proficient in developing clean sets of documents that are easy to permit and build. Shown here is the list of services we provide in addition to the complete project management and direct communication between all consultants, Client Staff and Stakeholders. MDG uses both direct person-to-person meetings for primary, critical design sessions and presentations and virtual communication for coordination and file sharing. Other services include, but are not limited to:

- ❖ Site Analysis and Understanding
- ❖ Facilitation of Public Workshops
- ❖ Site Master Planning
- ❖ Project Branding and Park Identity
- ❖ Research and Investigation
- ❖ Photo Simulations
- ❖ Interpretive Design and Signage
- ❖ CEQA / EIR Coordination
- ❖ Cost Estimates and Analyses
- ❖ Public Agency Presentations
- ❖ Construction Drawings, Details and Specification
- ❖ Contract Documents and Bid Documents
- ❖ Storm Water Pollution Prevention Plans
- ❖ 3D Modeling and Animation
- ❖ Construction Observation and Administration
- ❖ LEED and SITES Certification
- ❖ Construction Standards and Building Codes
- ❖ Maintenance Manuals and Guidelines



*Butte County Administration Center 2018 ASCE
Outstanding Urban or Land Development Plan of the Year*



*Verbena Fields Habitat Restoration
2009 ASIC National Excellence in Irrigation
2014 ASLA Open Space and Rehabilitation*



River patterns of concrete represent local rivers and lead to a benchmark location on a glass aggregate globe pattern at the central park fountain.

Our Past Supports Your Future

QUALIFICATIONS and EXPERIENCE

The experience of the MDG staff is focused on Parks and Recreation but includes many other design features including park identity and branding, urban-social and recreation spaces, open space and restoration. Our creative solutions have helped many agencies build unique parks and spaces that have become icons for their communities and stand out in their memory for years.

We work to completely understand your community, your stakeholders and how this park can best serve your community. Our design strategies also incorporate revenue generating opportunities for clients by creating multi-use venues with potential for income, such as combination bandshell, picnic areas or birthday rings. Designing parks to be multifunctional, providing recreation and special community events, is essential.

The following is a comprehensive list of diverse projects to get a sense of MDG's history and quality projects. Following this are cutsheets providing details on projects that are related to yours.



Playful Outdoor Music at Riverbend Park, Oroville, CA

COMMUNITY and NEIGHBORHOOD PARKS

- ❖ Chapman Park, Chico, CA – 2 acres
- ❖ Riverbend Park, Oroville, CA – 120 acres
- ❖ Eleanor Nelson Park, Vacaville, CA – 12 acres
- ❖ Turtle Bay Exploratorium Adventure Park, Redding, CA
- ❖ Quigley Park, Fresno, CA – 8 acres
- ❖ Radio Park, Fresno, CA – 7 acres
- ❖ Katie's Kids Park, Kerman, CA – 4 acres
- ❖ West River Park, Truckee, CA – 1.4 acres
- ❖ Valley's Edge Specific Plan Parks, Chico, CA – 160 Acres
- ❖ Turtle Bay Exploratorium Adventure Park, Redding, CA
- ❖ Baroni Park, Chico, CA – 4 acres
- ❖ Wildwood Park, Chico, CA – 7 acres
- ❖ Westside Community Park, Lakeport, CA – 70 acres
- ❖ Noble Park, Paradise, CA – 7 acres
- ❖ Shastina Community Park, Redding, CA – 14 acres
- ❖ Walnut Park, Winters, CA – 4 acres



RENOVATED PARKS

- ❖ Da' Yas Park, Eureka, CA
- ❖ Riverside Park, Ukiah, CA
- ❖ Eastern Oak Park, Sacramento, CA
- ❖ Austin Park and Highlands Park, Clearlake, CA
- ❖ Turtle Bay: Babes Coral, Redding, CA
- ❖ Bille Park, Paradise, CA
- ❖ Caper Acres, Chico, CA



CURRENT ON-CALL SERVICES

- ❖ City of Chico
- ❖ Chico Area Recreation and Parks CARD
- ❖ City of Davis
- ❖ City of Eureka
- ❖ Fresno PARCS
- ❖ City of Shasta Lake
- ❖ City of Grass Valley
- ❖ City of Arcata
- ❖ El Dorado County
- ❖ Nevada County
- ❖ Marysville Joint Unified School District
- ❖ Paradise Recreation and Parks District

OPEN SPACE and TRAILS

- ❖ Bidwell Park Range Remediation-Oak Woodland, Chico, CA
- ❖ Verbena Fields – 20-acre Creek Restoration, Chico, CA
- ❖ Live Oak Community Trails / Pocket Parks, Live Oak, CA
- ❖ California Park Chain of Ponds and Trail System, Chico, CA
- ❖ Riverbend Community Park, Oroville, CA
- ❖ El Dorado Hills Town Center, El Dorado Hills, CA



HABITAT RESTORATION

- ❖ Riverside Park, Ukiah, CA
- ❖ North Park, Davis, CA
- ❖ Little Chico Creek Floodplain Restoration, Chico, CA
- ❖ Kachituli Oxbow – Riparian Corridor, Sacramento, CA
- ❖ South Volante Park Wetland Restoration, Anderson, CA
- ❖ Shauna Downs Wetland Bank, Durham, CA
- ❖ Big Chico Creek Floodplains, Chico, CA
- ❖ Putah Creek Parkway, Davis, CA



WATER CONSERVATION PLANS

- ❖ City of Davis and Woodland Conservation Plan, CA
- ❖ Elk Grove Community Park Water Reduction Plan, CA
- ❖ Chestnut Park Water Reduction Study, Davis, CA
- ❖ HACB Countywide Conservation Plan



CITY and RECREATION DISTRICT MASTER PLANS

- ❖ Valley's Edge Specific Plan Recreation Element, Chico, CA
- ❖ CARD Master Plan Update 2013, Chico, CA
- ❖ Feather River Recreation Park District 2020 Master Plan
- ❖ Red Bluff Parks and Recreation 2015 Master Plan, CA
- ❖ CARD 2030 Master Plan Update, Chico, CA
- ❖ City of Chico Design Guidelines Manual, CA

STREETSCAPES / BRANDING and WAYFINDING

- ❖ City of Gridley Downtown Demonstration Project, CA
- ❖ Feather River Boulevard Revitalization Plan, Oroville, CA
- ❖ West Gateway Mixed Use District, Hollister, CA
- ❖ El Dorado Hills Town Center Amphitheater, CA
- ❖ Murieta West Planning Area, Rancho Murieta, CA
- ❖ Heart of Fairfield Gateway and Branding, Fairfield, CA



Introducing Team MDG

TEAM INTRODUCTION: WORKING TOGETHER

We are excited to partner with a talented group of subconsultants who bring specialized expertise to our team, including civil engineering, structural engineering, irrigation, interpretive panel design, community art education and geotechnical engineering. Each subconsultant has been carefully selected not only for their technical skills but also for their connection to our local area. This shared passion for Chico as our home turf makes us uniquely qualified to deliver a project that reflects the community's values and aspirations. Our team's deep roots in Chico are further strengthened by our collective experience working on local projects, both individually and together. MDG has successfully collaborated with every subconsultant before, ensuring a proven track record of delivering high-quality results.

At MDG, we prioritize communication, teamwork and professionalism, ensuring that our design and engineering experts work seamlessly to address every aspect of the project with precision and creativity. Henshaw Park is more than just another project to us—it's a chance to enhance our own community and leave a lasting legacy. We are emotionally invested in making this space vibrant, functional and inspiring for generations to come. With MDG steering the ship, blending the unique talents of each specialist and pushing the design envelope, we are confident in our ability to deliver a durable and long-lasting design that exceeds your expectations.

Melton Design Group, Inc. – Chico, CA – Greg Melton, Principal Landscape Architect

Landscape Architecture and Design & Planning

Melton Design Group is dedicated to creating spaces that prioritize wellness and sustainability. We help pave the way for future generations by thoughtfully designing environments that enhance community well-being and promote social interaction and connection. We actively engage with the community through outreach, ensuring that our designs reflect the needs and aspirations of those who will use these spaces for years to come.



NorthStar – Chico, CA – Robin Kampmann, Senior Managing Engineer

Civil Engineering, Planning and Surveying

NorthStar offers a wide array of civil engineering services, specializing in municipal and capital design, water resource management, and public works support. Our experienced team handles everything from roadway improvement designs to comprehensive water, sewer, and stormwater infrastructure projects. Whether assisting with grading and site plans, overseeing construction management, or offering city staff augmentation, we ensure that every project runs smoothly and adheres to regulatory standards. With a focus on innovation and quality, NorthStar is your reliable partner for civil engineering excellence.



Streamline Engineering – Chico, CA – Jeff Richelieu, Principal

Structural Engineering

Streamline specializes in the custom design and engineering of both commercial and residential buildings, offering a comprehensive range of services to meet the unique needs of each project. Their expertise includes energy calculations, soils reports and structural engineering, all tailored to ensure that projects meet local building code requirements and are prepared for permitting. Streamline's approach goes beyond technical design; they are dedicated to providing personalized service and collaborating closely with clients to ensure a smooth design process. By streamlining the design and engineering phases, they simplify the construction



process and identify opportunities to reduce building costs, delivering efficient, cost-effective solutions without sacrificing quality or safety.

Atomic Irrigation – Santa Monica, CA – Mark Susser, Principal

Irrigation Consultant

Atomic Irrigation is an irrigation consulting firm specializing in the design of  Atomic Irrigation advanced irrigation systems. Leveraging the latest technology, the firm ensures excellence and consistency in design, construction plans, and water resource management for projects of all sizes. Their project experience spans commercial developments, municipal agencies, and residential projects, including shopping centers, multi-family housing, custom homes, educational institutions, and public athletic facilities. Atomic Irrigation designs a variety of systems tailored to client needs, including drip and low-maintenance systems for California native and drought-tolerant plants, low-water stream rotors, rotor systems, and satellite-based ET controller systems.

MaryRose Lovgren – Chico, CA – MaryRose Lovgren

Interpretive Panel and Design Specialist

MaryRose Lovgren is a freelance graphic designer who collaborates with educational organizations and state and city parks departments to create interpretive materials. With extensive experience as a project coordinator, MaryRose has also developed engaging, standards-based curricula for a variety of organizations. With a strong background in science and environmental education, MaryRose holds a degree in Zoology and a master's degree in Education, specializing in Learning and Technology.

MaryRose Lovgren

Rainforest Art Project – Chico, CA – Dan Evers, CEO and Community Artist

Collaborative Art Creation and Education Specialists

The Rainforest Art Project is a non-profit team of professional artists and educators with over 20 years of experience creating custom glass mosaic art installations for city agencies, schools, and communities. Committed to community involvement, they include students and local residents in crafting mosaics to foster connection through art. In 2018, following the Camp Fire, the organization played a pivotal role in rebuilding Paradise, CA, by bringing art and healing to students and teachers. Expanding in 2019, they opened a full-scale studio in Chico, CA, serving Butte, Orland, and Colusa counties to meet the growing demand for creative education. By 2020, they launched nationwide, offering online programs to bring creativity directly to families.



NV5 – 48 Bellarmine Court, Chico, CA 95928

Geotechnical Engineering

NV5 is a leading provider of compliance, technology, and engineering consulting services with a focus on infrastructure, utility, and building assets. With over 70 years of experience, NV5 specializes in geotechnical engineering, environmental engineering, and construction quality assurance. Their Chico office has provided geotechnical engineering and materials testing services for over 21 years, utilizing Caltrans-certified laboratories to ensure compliance and high-quality standards. For this project, NV5 will be responsible for geotechnical engineering and construction quality assurance, including testing and inspection of soil, concrete, and asphalt to meet Caltrans standards.



Meet The Team

ORGANIZATIONAL CHART

Melton Design Group has assembled a team of experienced professionals to provide top-notch design services. Key personnel have been selected for their excellence in project management, communication, and sustainable park and recreation planning/design. Total Team experience includes over 100 successful park and recreation facilities designed and built in California.

MDG staff will ensure the prompt delivery of work, control of budget and scope and coordination between the Principal-in-Charge and the Client. Maintaining the project schedule and identifying and responding to issues that may arise requires frequent and effective communication. Principal Landscape Architect, **Greg Melton** will be in control of your project and Senior Project Manager, **Patrick Farrar** will be your primary and daily point of contact. We have assembled a large team that is very familiar with CARD and Chico projects and is available to tackle your project. Our team will be available for all coordination meetings throughout the duration of the project. The following is your design team:

Melton Design Group, Inc. – Landscape Architects and Park Planners

www.meltondg.com



Greg Melton
Principal
RLA #4217



Patrick Farrar
Senior Project
Manager



Curtis Paul
Project
Coordinator



Sarah Richelieu
Park
Designer



Sarah Crossley
Design
Review



Connor Melton
Technical
Review



Teresa Walsh
Office Manager
Controller

Sub-Consultants

North Star – Civil Engineering

www.northstareng.com



Robin Kampmann
Senior Managing
Engineer



Holly Kaschmitter
Associate
Engineer



Tim Alldrin
Associate
Surveyor



Jeff Richelieu
Principal



Josh Lopes
Engineering
Technician



G. Jacob Coppola
Civil
Engineer

Streamline Engineering, Inc. – Structural Engineering

www.streamlinechico.com

Atomic Irrigation – Irrigation

www.atomicirrigation.com

MaryRose Lovgren

www.maryroselovgren.com

Rainforest Art Project

www.rainforestartproject.org

NV5 – Geotechnical Engineering

www.nv5.com



Mark Susser
Principal
Irrigation Consultant

SACRAMENTO



MaryRose Lovgren
Interpretive Panel and
Design Specialist



Dan Evers
Founder and CEO
Public Art Specialist

MELTON DESIGN GROUP, INC.
CHICO



Shane Cummings
Principal
Engineering Geologist

SANTA BARBARA



GREG MELTON, RLA, LEED AP
PRINCIPAL LANDSCAPE ARCHITECT

Greg Melton has been planning and designing recreation facilities for over 25 years, providing many north state cities and counties with successful design and planning services.

One of Greg’s most valued assets is his ability to see and help clients understand the big picture of a project; how a person may experience a project site, understanding the relationship with a site’s history and translating these aspects into a physical and visual experience that is informative, fun, and aesthetically pleasing. Greg believes it takes a complete team to design and build a project. All good design ideas need to be vetted against our quality control. All projects deserve quality materials for longevity and operation.

“All the projects we design are specific for each community and we are proud of that.”

Recent project experience includes lead design and cost services for:

- West River Park, Town of Truckee.
- Eastside Community Park Master Plan Update in Kerman for the Prop 68 Cultural and Resource Grant submittal.
- Eleanor Nelson Community Park design services for Community Outreach, Master Plan and Cost Analysis, Vacaville.
- Valley’s Edge 1,400-acre Mixed Use Development. Recreation and Parks Design for Specific Plan and Design Guidelines of 700+ acres of Park and Open Space in Chico.
- Mooretown Rancheria Community Park Master Plan, Grading and Utilities for existing 32-acre area at Feather Falls Casino in Oroville.

EXPERIENCE

Melton Design Group, Inc.

Landscape Architects and Planners, Chico, CA – Principal
Land Image

Landscape Architects and Planners, Chico, CA – Principal

On the Drawing Board

Sunset Whitney Recreation Area, City of Rocklin

This recreation area will provide a great space to create community. The open space meanders through hundreds of homes and provides a wealth of recreation, wellness, fire safety and a great place to gather and be social. Living in this space will change your life and enhance your wellbeing through connection to nature and people.

Education

BS in Landscape Architecture, University of Davis 1990
BS in Horticulture and Recreation Planning, CSU Chico 1988

Registration

California Landscape Architect License #4217
Nevada Landscape Architect License #1062

Accreditation

US Green Building Council
LEED Accredited Professional

Awards

2018 American Society of Civil Engineers: Outstanding Urban or Land Development Plan of the Year

2014 American Society of Landscape Architects Honor and Merit Awards: Parks/Open Space and Rehabilitation/Mitigation

2009 California Redevelopment Assoc.: Award of Excellence in Public Spaces

2007 Chico Economic Planning Corporation: Community Vitality Award

2005 California Parks and Recreation Society: Award for Facility Design and Park Planning

Professional Affiliations

California Parks and Recreation Society
American Society of Landscape Architects
Building Industry Association





PATRICK FARRAR
SENIOR PROJECT MANAGER

Patrick Farrar has worked in the field of Landscape Architecture for over 25 years in all regions of California. He has served as Lead Project Manager and Designer on numerous projects including water quality projects to treat pollution and storm water runoff, urban streetscape design, multi-modal urban and rural trail design, neighborhood and community parks, corporate campuses, land development, recreation and single-family housing.

Patrick has extensive experience bringing collaborative groups and disciplines together, working for the client from concept through construction. His ability to focus on client needs while minding budgets and design details has yielded successful projects throughout the private, municipal and federal sectors.

“I feel at my best managing projects with multi-disciplinary teams, creating high-quality, significant projects for communities.”

EXPERIENCE

- Melton Design Group, Inc.** – Chico, CA
Senior Project Manager
- SCAPE land planning + design** – Wenatchee, WA
Principal, Lead Designer
- The Nature Conservancy** – Wenatchee, WA
Habitat Restoration, Trail Designer
- Tetra Tech Inc.** – San Luis Obispo, CA
Project Manager, Designer

Recent project experience includes lead design and cost services for:

- Dewbeyúmuwe? Park, Truckee, CA
- Sierra Vista Park, Vacaville, CA
- Da’ Yas Park, Eureka, CA
- Lakeridge Park, Paradise, CA
- McKinleyville BMX Track and Park, McKinleyville, CA

Education

BS in Landscape Architecture – Cal Poly, San Luis Obispo, 1991

Professional Affiliations

American Society of Landscape Architects - ASLA

California Native Plant Society

National Fire Protection Association (NFPA) FIREWISE Practitioner

Association of State Wetland Managers (ASWM)

Committees / Activities

Wenatchee Arts, Recreation and Parks Committee - 2018- 2019

Washington State DFW Citizen Science Ecological Integrity Monitoring

Wenatchee Police Citizens Academy

Washington Native Plant Society Shrub-Steppe & Riparian Steward



Bainbridge Park – Wiggly Giggly Playground

On the Drawing Board

Bainbridge Park Enhancement, Fort Bragg

This renovation project will update and enhance an existing 1.8-acre underused park for the community. The enhancement designs bring sport courts, walking trails, performance venue, themed play area and adventure play areas. The playful rubber fall material was themed to replicate the sea floor and local tide pools.

MDG TEAM MEMBERS

SACRAMENTO

MELTON DESIGN GROUP, INC.
CHICO

SANTA BARBARA



CURTIS PAUL, Project Coordinator
Melton Design Group, Inc.: 2022 to Present

Curtis Paul joined the Melton Design Team in early 2022. His breadth of experience ranges from designing architectural interiors to designing commercial A/V and data systems. Curtis was drawn to landscape architecture because of its potential to foster meaningful experiences in people’s lives, to create positive change in the culture of our cities and to improve the ecological health of our environment.

EDUCATION

BA in Design, UC, Davis, 2012

SELECT PROJECT EXPERIENCE

- McKinleyville BMX Track and Park
- Dewbeyúmuwe? Park, Truckee
- Lakeridge Park, Magalia
- Sierra Vista Park, Vacaville



SARAH RICHELIEU, Production Specialist
Melton Design Group, Inc.: 2023 to Present

Sarah joined the MDG team in 2023, after graduating with a degree in landscape architecture from Cal Poly San Luis Obispo. Born and raised in Chico, she grew up with a love for the outdoors, hiking, and nature. Landscape architecture was a natural world for Sarah to step into, as it encompassed all her greatest passions. She looks forward to learning from and growing with MDG as she applies her knowledge from school to exciting, real-world projects.

EDUCATION

BLA in Landscape Architecture, Cal Poly San Luis Obispo, 2023

SELECT PROJECT EXPERIENCE

- Bainbridge Park, Fort Bragg
- Bille Park, Paradise
- Lakeridge Park, Magalia
- Rotary Centennial Park, Chico



SARAH CROSSLEY, Senior Project Manager, Creative Park Designer
Melton Design Group, Inc.: 2015 to Present

Sarah Crossley joined the Team in 2015. Sarah is passionate about all she does. With her background in architectural design, she brings a unique aesthetic to MDG, which can be seen through her mission to create spaces that inspire happy living. She also studies Design Psychology, bringing the “WHY” into our design solutions.

EDUCATION

BFA in Interior Architecture, CSU, Chico, 2015

SELECT PROJECT EXPERIENCE

- Turtle Bay Playground, Redding
- Hope Plaza Memorial, Paradise
- Westacre Park Expansion, W. Sac.
- Valley’s Edge Specific Plan, Chico



CONNOR MELTON, Project Manager
Melton Design Group, Inc.: 2016 to Present

Connor Melton has been working with MDG since 2016. Connor is a Project Manager whose primary focus is the civil aspect of landscape design; the necessary intersection of creative designs with existing site conditions resulting in exceptional recreational spaces. He provided his expertise and superior knowledge along with stellar management skills to many projects at Melton Design over the years. He performed construction monitoring and audits for the Soccer Complex in Live Oak.

EDUCATION

BS in Civil Engineering, CSU, Chico, 2020

SELECT PROJECT EXPERIENCE

- Indigo Park, Chico
- Lakeridge Park, Paradise
- Chapman Park, Chico
- Hewitt Park, Oroville



TERESA WALSH, Office Manager/Controller
Melton Design Group, Inc.: 2019 to Present

Teresa Walsh has worked in the Construction Industry since 1990. Teresa worked for more than two decades for the local Builders Exchange as Planroom Manager, then for their Statewide Online Planroom as Managing Editor. This provided her with valuable experience in every facet of the industry from RFP to Design to Construction. She later worked for a landscape contractor, where she put her background knowledge into practical application. MDG welcomed Teresa in 2019, where her vast experience has made her a strong guide and anchor for the Team.

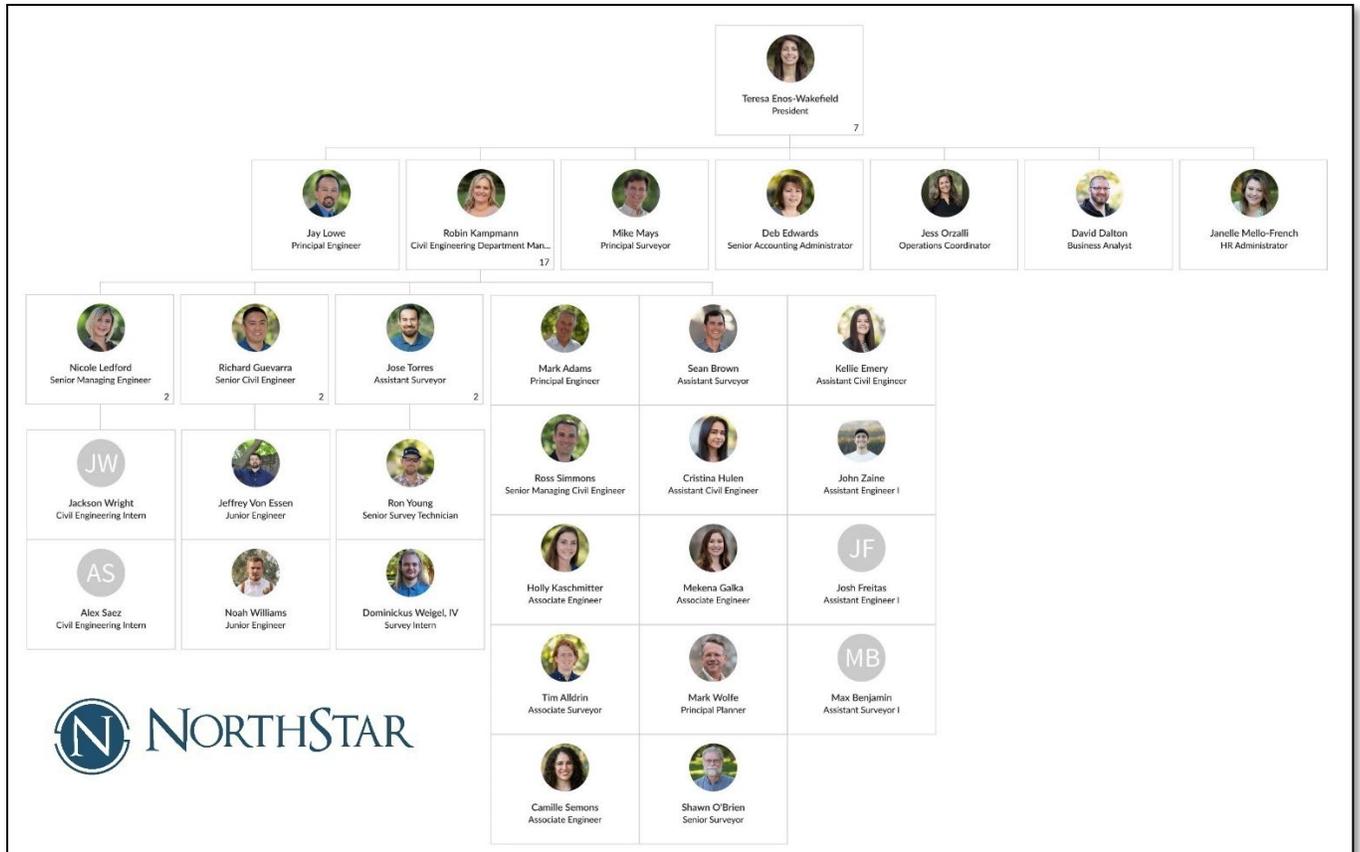
EDUCATION

BA in Visual Communications, CSU, Chico, 1990

1 CONSULTANT FIRM CAPABILITIES AND ORGANIZATION

Established in 1983, NorthStar is a C-Corp engineering and surveying consulting firm with one office located in Chico, California. NorthStar has a staff of over 31 individuals including civil engineers, land surveyors, planners, drafting technicians, LEED accredited professionals, and administrative personnel. Principals and Project Managers have an average of 25+ years in design and project management experience on projects throughout Northern California.

The following organization chart shows NorthStar’s team as a whole.



The company information is as follows:

M A P Associates, Inc. dba NorthStar
 111 Mission Ranch Blvd., Suite 100
 Chico, CA 95926
 (530) 893-1600

The NorthStar in-house and consultant team has years of experience facilitating the management of complex projects from conception through construction. Working for both public and private sector clients our many years of experience allow us to address project specific needs and challenges effectively and deliver the desired results on time and within budget.

NorthStar is a values-based company with a teamcentric approach to every project. We are always learning and seeking a better way to do our work and meet the needs of our clients. More than just consultants, we are partners with our clients, agencies and the communities we serve – taking ownership of our work, performance, and the success of all our endeavors.

Civil Engineering Capabilities

The NorthStar Civil Engineering Department offers a broad spectrum of professional engineering services designed to meet the diverse needs of municipal and private sector clients. Our experienced team delivers solutions across various disciplines, as detailed below:

Service	Description
Municipal and Capital Design	<ul style="list-style-type: none"> • Roadway/Street/Bike path Improvement Design • Signalization Design • Water, Sewer and Storm Water Infrastructure Design • Grading Plans • Contract Bid Documents: Plans, Specifications, Engineers Quantity and Cost Estimates, Contract Documents
Public Works Services	<ul style="list-style-type: none"> • Land Use Assistance: Improvement, Grading and Site Plan Review, Condition & Mitigation Measure Development, Public Hearing Assistance, etc. • PS&E Bid Package Quality Assurance and Constructability Review • Grading and Encroachment Permit Assistance • Permit Procurement and Reporting • Project Bid Support • Project Management • Construction Management Services • Policy and Procedure Review and Development • City and County Staff Augmentation Services • Acting City Engineer Services
Water, Wastewater and Storm Water Resources	<ul style="list-style-type: none"> • Onsite Wastewater System Design • Hydrologic and Hydraulic Modeling and Reports • Flood Risk Assessments and Management • NPDES General Construction Permit Stormwater Pollution and Prevention Plans • Erosion Control Plans

Civil Engineering Staffing Resources

NorthStar's Civil Engineering Department is comprised of ten (10) Professional Engineers, three (3) Engineers in Training and a Principal Planner. Technical staff is provided with the latest in computer hardware and software and are fluent in AutoCAD Civil 3d, Bluebeam and Adobe Acrobat, and of course, the entire Windows suite of office software.

Land Surveying Capabilities

The NorthStar Surveying Department has been a leading provider of land surveying services in the Northern California region since the company's inception, with the following:

Service	Description
Land and Boundary Surveying	Establishing property lines and resolving disputes.
Topographic Surveys	Capturing detailed terrain and site features for design and planning.
Parcel Maps and Lot Line Adjustments	Creating detailed maps and managing lot line adjustments for land development and regulatory compliance.
Easement and Legal Description Preparation	Preparing documents for property rights, agreements, and official records.
ALTA/ACSM Land Title Surveys	Conducting surveys to meet title insurance requirements for property transactions.
Utility Infrastructure Surveys	Mapping utility locations for planning and development projects.
Construction Staking	Providing staking services to guide construction and ensure alignment with design specifications.
City/County Staff Augmentation Services	Offering additional surveying support for municipal agencies.
Acting City Surveyor Services	Serving as Acting City Surveyor for municipalities, overseeing regulatory compliance and project management.

Survey Staffing Resources

NorthStar's Survey Department is comprised of three (3) Registered Land Surveyors, three (3) Land Surveyors in Training and a Senior Survey Technician. Survey staff is provided with the latest in computer hardware and software and are fluent in AutoCAD Civil 3d, Spectra Survey Office/Trimble Business Center, StarNet Least Squares Adjustment, ESRI suite of GIS products, Bluebeam and Adobe Acrobat, and the entire Windows suite of office software. We can field two full-time survey crews, each outfitted with state-of-the-art robotic total stations, data collectors and GNSS receivers.

NorthStar Staff Training

NorthStar takes the development of our staff very seriously. In fact, learning is a key component of our company values and identified within our Strategic Plan as a key factor in our success. We allot a monetary budget and forty hours of paid time for continuing education to each staff member annually. Engineering staff regularly attend seminars to keep abreast of evolving regulations, codes, and standards, as well as emerging technologies. Training opportunities occur regularly, with Lunch-and-Learns where the entire department regularly participates in peer-to-peer teaching—no better way to learn than to teach.

Land Surveying is a rapidly changing profession and NorthStar works diligently at keeping pace with modern technology, techniques, and principles.

Civil engineers need to stay current with advancements in materials, construction techniques, and sustainability practices to ensure the safety, efficiency, and longevity of infrastructure projects. Continuous learning and professional development are essential for NorthStar engineers to deliver innovative, cost-effective, and sustainable solutions for our clients and communities.



Robin Kampmann, PE
**Senior Managing Engineer/
Civil & Survey Department
Manager**

Education

B.S., Civil Engineering, California State University, Chico, 2005

Licenses/Registration

CA PE 73943

Professional Affiliations

ASCE

Skill Summary

- Caltrans Resident Engineers Academy
- Auto CAD – Civil 3D
- HEC-RAS– Hydraulic modeling
- HydraulCAD – Water Modeling Software
- Auto Turn – Vehicle Maneuvering
- Storm Water Prevention Pollution Plans – 24 Hour SWPPP Training

Roles and Responsibilities

Ms. Kampmann is the Civil and Survey Department Manager at NorthStar and serves as project manager for a variety of civil engineering projects. Robin has been at NorthStar for over 18 years and has experience in municipal public works projects, parks and recreation facility design, commercial and residential subdivision design, and utility/infrastructure design as well as construction management.

Robin is currently the City Engineer for the City of Red Bluff, City of Corning and the City of Oroville in addition to the District Engineer for the Durham Irrigation District. Prior to becoming the City Engineer for both the City of Red Bluff and City of Corning, Robin was contracted as the Interim Public Works Director where she was in direct charge of the public works departments. Her responsibilities included management of the engineering, sewer, water and streets departments. As Public Works Director and now City Engineer she is also responsible for engineering plan review including storm drain and sanitary sewer calculations, tentative map and land development application review and Post-Construction Stormwater Management Plan review. Her familiarity and experience designing projects in conjunction with working as an extension of City staff provides her with technical knowledge and the unique understanding of the operations of municipal government.

Project Experience

Chico Area Recreation District (CARD), Degarmo Park, Phase 1 & Phase 2

Design and preparation of Civil plans, specifications, engineer's cost estimate and assisted in the bid process for both phases of the park construction. The project consisted of multiple sports fields, a play structure, picnic areas, parking lots, and a restroom facility. This project required coordination with the owner, the design team, City staff and multiple utility companies.

City of Corning – Recreation Center and City Plaza

Assisted in the preparation of a successful California Department of Parks and Recreation Proposition 68 Grant application where \$8.5 million dollars was awarded to construct a new recreation center, amphitheater, splash pad, and city plaza. Involvement included the preparation of schematic exhibits, engineers estimates and grant application documents. Currently Robin is in the process of awarding the design team contract and will follow the project through construction.

City of Red Bluff – River Park Renovation Project

Assisted in obtaining a successful \$3 million dollar Rural Recreation & Tourism Program Grant for the River Park Renovation Project in Red Bluff to improve River Park by constructing new pickleball courts, amphitheater, spray park, restroom and picnic pavilion. As the City Engineer continued assistance on this project will include obtaining the design team, plan review, bidding of the project, construction management along with grant management.



Holly Kaschmitter, PE
Associate Engineer

Education

B.S., Civil Engineering, California State University, Chico, 2016

Licenses/Registration

CA PE: C94961

Professional Affiliations

Tau Beta Pi Engineering Honor Society

Skill Summary

- Auto CAD – Civil 3D
- HEC-RAS– Hydraulic modeling
- Auto Turn – Vehicle Maneuvering

Ms. Kaschmitter is an Associate Engineer at NorthStar, starting as intern in 2017 upon obtaining her civil engineering degree at California State University, Chico. She has a wide variety of project experience including large site design, mixed commercial/ residential subdivision design, and school sites. She is responsible for producing AutoCAD drawings, creating project cost estimates, design work and preparing and compiling project PS&E submittal packages. This varied experience and exposure to municipal agencies, subcontractors, and design teams has allowed Holly to excel in her position. Her ability to quickly understand concepts and project goals allows her to operate efficiently for projects in both the public and private sector. Holly plays a day-to-day role in client and consultant communication, design, QA/QC, and construction administration.

Relevant Project Experience:

Cypress Affordable Housing Family and Senior Apartments Phase One

Assistant site design engineer for Cypress Lane Apartments located in Paradise, CA. This project consisted of 70 apartment units for family and 70 units for seniors on a 24-acre lot. Responsibilities included preparing comprehensive construction documents, such as plans, engineer's estimate of costs, MS4 and storm drainage analysis for the proposed project. Holly also played a key role in coordinating with Architect, Landscape Architect, Mechanical, Plumbing, and Electrical engineers. A notable challenge of the project was providing ADA access on a site with significant grade variations.

Paradise Pines Golf Course Redevelopment

Holly was responsible for completing and compiling the site evaluation and soil mantle forms for percolation tests for the onsite wastewater disposal system for this project site. She also was involved in creating the base map and determining which parcels could support certain types of septic systems.

Bidwell Grove Subdivision

Site Design Engineer for the design of a subdivision containing nine homes and a cul-de-sac located in Chico, CA. The proposed subdivision is located in an underdeveloped neighborhood and had residents on both sides. Holly's role involved coordination with the City of Chico, Butte County, and the client. She also was responsible for preparing construction documents including plans, specification, engineer's estimate of costs, MS4 and storm drainage analysis.

Villa Monterey

The Villa Monterey Apartment project involved rebuilding the apartment complex mostly destroyed by the Camp Fire in 2018. Holly was responsible for preparing construction documents including plans, specifications, engineer's estimate of costs, MS4 and storm drainage analysis for the proposed project, involved with the re-design, and assisted in construction management.



Tim Alldrin, PLS
Associate Surveyor

Education

B.S., Geomatics w/ GIS minor,
Oregon Institute of Technology,
Klamath Falls, 2019

Licenses/Registration

CA LS 9684

Skill Summary

- AutoCAD – Civil 3D
- MicroSurvey StarNet
- Spectra Survey Office
- Trimble Business Center
- ESRI Software
- QGIS 3.0

Roles and Responsibilities

Mr. Alldrin has been with NorthStar since 2017 and serves as an Associate Surveyor. He has been responsible for land surveying related tasks along with serving as a GIS technician. Tim is responsible for producing plats, reducing topographic surveys, writing legal descriptions, performing analysis on survey measurements, providing technical support to survey field crews, as well as serving as a member of a survey field crew. Possessing a minor in Geographic Information Systems, Tim also manages GIS databases, produces GIS maps and graphics, and designs data collection methods using ESRI products for the Environmental Science department.

Project Experience

Paradise Unified School District Site Surveys, Paradise, CA:

Researched record deeds and maps and prepared boundary calculations for field survey of four PUSD school sites. Located and tied boundary monuments in the field. Performed topographic field surveys. Assisted in resolving parcel boundaries. Prepared Record of Survey Maps as well as new legal descriptions and plats for a Lot Line Adjustment.

6800 Skyway ALTA Survey, Paradise, CA:

Researched record data and prepared boundary calculations for field survey. Located and tied boundary monuments in the field. Reduced topographic data and resolved the parcel's boundary and easements. Prepared an ALTA/NSPS Land Title Survey and a Record of Survey map.

Yuba County Water and South Feather Water and Power Dam Deformation Monitoring, Butte and Yuba County, CA:

Performed dam deformation monitoring field measurements on multiple concrete and earthen dams in Butte and Yuba counties. Reduced collected data in office. Ran statistical analysis on current and historical monitoring data to detect dam movement. Prepared reporting spreadsheets and preliminary surveyors report.

Yuba County Water Agency Change of Use Petition, Yuba County, CA:

Prepared the required maps for a water rights transfer between Yuba County Water Agency and PG&E. The map and final document were created using a combination of ESRI ArcMap and AutoCAD.

Paradise High School PID Water Main, Paradise, CA:

Reduced the field survey data of the new water main. Designed the new easement and prepared the legal description and plat to be used in the creation of the new PID easement.

STREAMLINE ENGINEERING TEAM MEMBERS



JEFF RICHELIEU, Principal
Founded Streamline Engineering in 2005

I founded Streamline Engineering in 2005 with my business partner, Jim Peterson. Our vision was to have a company that specializes in the design of residential and commercial buildings as well as non-building structures such as retaining walls and bridges. We work with many clients from private enterprises to government entities to private citizens. We have worked all over but most of our work is in Butte, Glenn, Plumas and Tehama Counties.

EDUCATION

BS in Civil Engineering, California State University, Chico, 1990

SELECT PROJECT EXPERIENCE

- Wildwood Park, Chico
- Volkswagen Dealership, Chico
- Bille Park, Paradise
- Riverbend Park, Oroville



JOSH LOPES, Engineering Technician
Streamline Engineering, 2018 to Present

Worked in the trades until going to Butte College and then Chico State University. Out of school, Josh was employed at a heavy civil firm in San Francisco as a project engineer. After working in SF and gaining valuable experience, he changed course and migrated to an engineering firm in Sacramento where he was tasked with DSA projects and residential reconstruction. In 2018, he joined Streamline Engineering, as there was a need to rebuild after the Camp Fire devastated the Paradise community. While not working you can find him enjoying the local outdoors with his family or relaxing in the tranquility of the Sacramento River with a fishing pole in hand.

EDUCATION

BS in Civil Engineering, California State University, Chico, 2014
BIT Certification (Building Inspection), Butte College, 2009



G. JACOB COPPOLA, Civil Engineer
Streamline Engineering

Jake is registered in California and Oregon as a Civil Engineer with a focus on structural engineering. Jake has more than nine years of experience in structural design. In that time, he has helped lead the structural portion of numerous successful projects including municipal, educational, commercial and residential projects. He enjoys designing with various types of construction including steel, concrete, masonry and timber.

EDUCATION

BS in Civil Engineering, Portland State University, 2015

Atomic Irrigation

[About](#) [Services](#) [Projects](#) [Clients](#) [Technology](#) [Principals](#) [Contact](#)

Mark Susser is a landscape architect who specializes in irrigation design and water management. His diverse background and experience ranges from engineering to architecture.

Good enough is not a phrase in Mark's vocabulary. His thoughtful and precise attention to detail has evolved from years of work in engineering and the software industry. He is always looking for the Big Idea.

As a project manager for over 40 years he is noted for thorough and organized project team coordination, his ability to complete projects in a timely and budget-conscious manner while maintaining long-term relationships with repeat clients.

Mark has designed and implemented hundreds of irrigation projects and continually looks for and adopts technology to develop innovative technical solutions. Besides completing his studies at UCLA Extension's Landscape Architecture program and becoming a licensed landscape architect, Mark is a Certified Landscape Irrigation Auditor (CLIA) and also holds degrees in Electronic Engineering (BSEE) and a Masters in Business Administration (MBA).

He is a member of American Society of Landscape Architects (ASLA), the Irrigation Association (IA), US Green Building Council (USGBC) and teaches Intro to Irrigation Design at UCLA-Extension Landscape Architecture program.

Mark can be reached at mark@atomicirrigation.com

Atomic Irrigation

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EMERSON MIDDLE SCHOOL, W. LA CA.

Atomic Irrigation was contracted via SALT Landscape Architects to design the irrigation athletic field irrigation system including a sports field cooling system that had other uses such as cleaning and dust control.

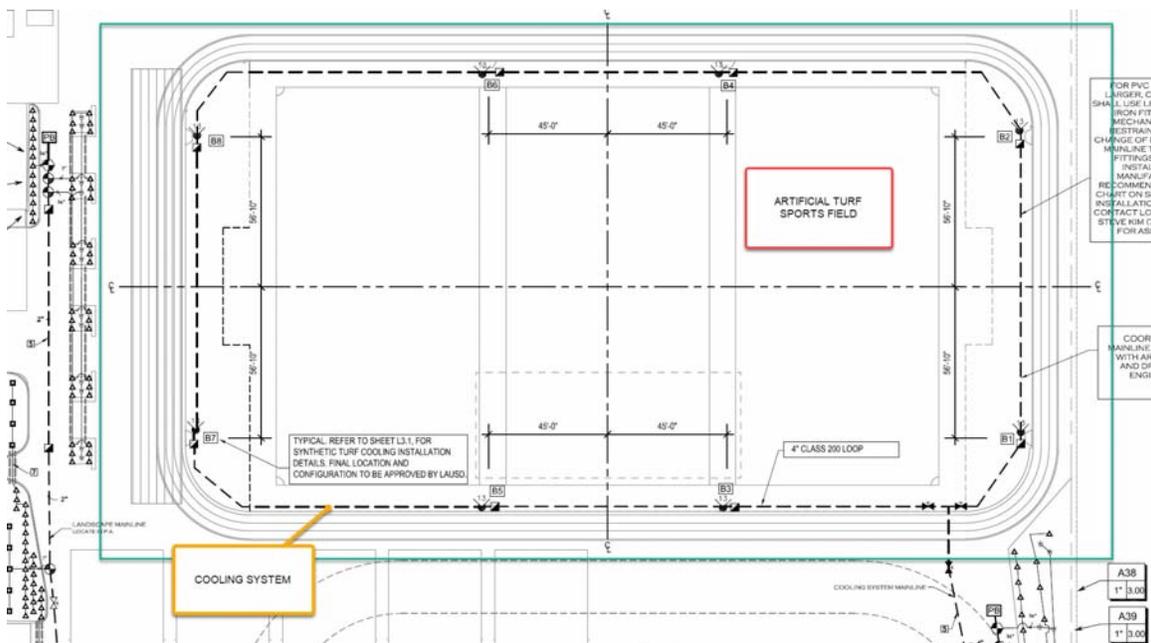
In Los Angeles during the summer months, it can get very hot. The main design purpose for the sports field cooling system was to limit the heat effect generated from the artificial turf via an as needed cooling system.

The design of the system was based upon a series of large Sports Turf Sprinklers (rotors) spaced completely outside of the playing area to quickly apply cool water to the field. The system included a 2-wire control system, electric remote control valves and quick couplers.

A booster pump was specified to bring adequate pressure to the rotors and installed on site in a pump room with adequate room for any maintenance issues that could come up.

In addition to the above, a coach's switch was designed and installed that allowed activation of the system upon demand.

The system was installed in 2013.



Atomic Irrigation can be reached at: mark@atomicirrigation.com

Atomic Irrigation

[About](#) [Services](#) [Projects](#) [Clients](#) [Technology](#) [Principals](#) [Contact](#)

Atomic Irrigation is an irrigation consulting firm that specializes in irrigation systems design. The firm utilizes the latest technology to ensure excellence and consistency in design, construction plans and water resource management, regardless of project size.

The following qualification list provides a sample of work experience gained over the past decade.

Qualification List

Koning Eizenberg Architecture

- 28th Street Apartments

Awards: Los Angeles Business Council Award of Excellence
AIA Los Angeles Honor Award

Christine London, LTD

- 226 Georgina Ave., Santa Monica
- 76 Beverly Park, Beverly Hills
- 236 Adelaide Ave., Santa Monica, CA
- 307 11th St., Santa Monica
- 518 Doheny Dr., Santa Monica

California Institute of the Arts

- The S. Mark Taper Foundation Courtyard

Orange Street Studios-Landscape Architecture

- 1303 Park Way, Beverly Hills
- 1895 Rising Glen Rd., LA

Los Angeles Unified School District – sub to SALT Landscape Architecture

- Emerson Middle School - W. Los Angeles

Mt. San Antonio College – sub to Campbell & Campbell Landscape Architects

- Building 26 Courtyard Improvements Project
- Building 26 North Slope & Adjacent Parking Project
- Arts District Improvement Project
- Design Technology Center Project
- Modifications to Upper Field
- Parking Lot “S”

Rios Clemente Hales Studios

- Malibu Residences
- Rock Sugar Restaurant
- Stone Canyon Residence



MaryRose Lovgren



MARYROSE LOVGREN

INTERPRETIVE PANEL and DESIGN SPECIALIST

I am a freelance graphic designer collaborating with educational organizations as well as state and city parks departments in the creation of interpretive materials. I am also an experienced project coordinator and have developed engaging, standards-based curricula for various organizations.

I first realized my love of education and interpretation in high school when I participated in a special program at the L.A. Zoo providing tours, supporting their seasonal camp and working hands-on with zookeepers and trainers. This led me to pursue a degree in Zoology at UC Davis where I continued to work with animals and education at their Raptor Center, Equine Research Lab and Sierra Foothill Research Center.

Since then, I have served as a Naturalist and a high school biology and chemistry teacher, founded and published a full-color regional magazine and began my freelance career as an interpretive panel designer. I have also worked with teachers across California to design and develop engaging and exciting standards-based curriculum.

Education

Administrative Services Credential, CSU, Chico

Master of Education in Learning and Technology, WGU

BS in Zoology, UC, Davis

Single Subject Teaching Credential in Science, CSU, Chico

Designated Subjects Teaching Credential in AME and Education

INTERPRETIVE PANELS

- Comanche Creek Greenway, Chico
- Clear Lake State Park for CA State Parks
- The Sutter Buttes for CA State Parks

Of Feathers and Fur
The Animals that Call Comanche Creek Home

MOURNING DOVE
If you are quiet, you will hear my soft "oo" that some mistake for the hoost of an owl.
FOOD: Seeds, grains & insects
HOME: Southern Canada and Central & North America
FUN FACT: The female can lay five sets of eggs per season.

RED FOX
My bushy tail is for balance and warmth.
FOOD: Rodents, rabbits snakes and berries
HOME: Europe, Asia and most of North America
FUN FACT: A fox can hear a watch ticking from 50 yards away.

VALLEY QUAIL
I always travel with lots of my friends.
FOOD: Grains, plants, acorns and a few insects
HOME: California, Oregon, Washington and Baja
FUN FACT: Instead of using water, quail gather and bathe in fine dust.

JACK RABBIT
Everyone calls me a Jack "rabbit" but I'm actually a hare.
FOOD: Grasses and plants
HOME: Mostly southern US and northern Mexico
FUN FACT: They can leap up to 30 feet and run at the fast as 30 miles per hour.

WILD TURKEY
I flip my tail head white or blue.
FOOD: acorns, berries, grains, seeds and even snakes and lizards
HOME: five species of wild turkeys range across the entire U.S.
FUN FACT: At night they roost high up in the trees.

GREAT BLUE HERON
I like to toss seeds and berries in the creek to attract fish.
FOOD: Fish, rodents and insects
HOME: North & South America, the Caribbean & the Galapagos
FUN FACT: This large bird only weighs five pounds, thanks to its hollow bones.

KEY TO TRACK SIGNS

Comanche Creek Greenway

Village Life
Buildings for living

The Pomo townships and villages contained a variety of buildings used for living and for ceremonies. Dwellings, circular or elliptical in shape and constructed of willow and tule, usually housed several related families. Earth lodges and sweathouses were traditionally located in the center of the village.

Above: Round Houses were an important feature in every village community. Large ceremonies with elaborately dressed dancers (right image) were part of the social and spiritual life of the Pomo.

The Round House was the largest and most complex building in the village. It served for important ceremonies of renewal and thanksgiving. Ceremonies were held according to seasons and cycles of the Pomo calendar.

Clear Lake State Park

A Rich Ranching Past

Big Barn Facts

- The "Big Barn" was built in the 1920s. It was originally built for sheep but later used for cattle.
- The interior contained 44 livestock pens, most equipped with a trough for feed and water.
- The height of the barn at its tallest beam was 25 feet.
- It is speculated that a hay loft occupied part of the barn.

The Tradition Continues

The farming and ranching tradition continues today on the land surrounding this State Park. During your visit, you may observe such farming practices such as irrigation, tilling, and aerial and ground chemical applications. Sightings of cattle, sheep, goats, and horses are also to be expected. Please stay safe by keeping your distance from all livestock and respecting park boundaries.

A Working Ranch

Settlers in the mid-1800s discovered that the land in and around the Buttes was rich for farming and ranching. Peace Valley was itself a working ranch until California State Parks purchased the land in 2003.

Evidence of this ranching past is visible in the remains of the large wooden barn before you. Built in the 1920s, it was actively used for sheep and cattle for over eighty years. To the west of the barn is a corrugated metal hut, which was used by Basque sheep herders. Be alert to other remnants, such as the rock walls seen throughout the valley.

Peace Valley, Past and Present

Dan Evers

Professional History

Dan has spent a lifetime in the arts and began accepting commissions for his custom woodwork and jewelry as a teen, working from his father's small backyard shop in San Diego. In 1972 while attending California State University Chico, Dan began creating fine custom doors, furniture, and decorative glass out of a small garage. Locals appreciated Dan's passion for his craft, and he built a strong and very loyal following.

From those early years, Feather River Wood and Glass Company grew steadily, with the simple formula of providing clients with the very highest standards in craftsmanship and service along with excellence in design and technical innovation.

By 1978, Feather River Door Company moved into its sprawling Durham facility, which occupied over an acre under roof with the finest equipment available. In the 90's, there were three more large production facilities added, in Chico California, Rosarito Beach Mexico, and Louisville Kentucky, with sales outlets throughout the United States.

In 2000, Dan sold his interest in the company that he had founded twenty-eight years earlier to provide youngsters with the same rich creative opportunities that he had enjoyed as a child. He moved back to San Diego and purchased a large facility in the infamous Barrio Logan neighborhood, and began working with local kids, providing them with opportunities to build pride and confidence through the arts.

Dan believes that in this rapidly changing world, it has never been so important for youngsters to develop their creative and adaptive skills. Working with county offices of education and various foundations, the Rainforest Art Project has developed programs for every grade level to address the pressing needs of students from the inner-city to small, isolated communities throughout the country.

In 2018, with the Camp Fire still burning, Dan received an urgent call from the Butte County Office of Education to help their students to recover from their trauma through the arts. With the generous support of the community, Dan built a beautiful Rainforest Art Project facility in Chico to serve the students of Paradise, and the entire Northern California region. With thousands of students involved in hundreds of stunning art installations throughout the country, the Rainforest Art Project has become a beacon, showing the way to a better, more fulfilling life through the awakening of the brilliant creative potential in every child.

More information about the Rainforest Art Project: <https://www.rainforestartproject.org/about>

1.1 BACKGROUND

NV5, Inc. (NV5) is a provider of compliance, technology, and engineering consulting solutions for public and private sector clients supporting infrastructure, utility, and building assets and systems. For over 70 years, NV5 has provided services for municipal and government agencies, schools, construction companies, architecture and engineering firms, land development firms, hospitals, industrial corporations, and energy conglomerates. Locally, we are civil and geotechnical engineers, geologists, project managers and materials testers that specialize in geotechnical engineering, environmental engineering, and construction quality assurance. Our firm is well known for its value engineering and the creation of thoughtful, innovative designs that meet the unique requirements of project-specific challenges.

1.2 FIRM QUALIFICATIONS

NV5 has provided geotechnical engineering, construction quality assurance testing and inspection, and geologic and environmental engineering services from our Chico office for over 21 years. NV5 uses federal, state, and industry guidelines, along with in-house standards, to assure that appropriate observation, testing, and inspection services are provided in a timely, professional, and efficient manner. We perform materials testing on soil, concrete, and asphalt on public improvement projects under the Caltrans Local Assistance Procedures Manual (LAPM) for various municipalities from our Caltrans certified laboratories in Chico and Nevada City, with support from additional Caltrans certified laboratories in Tulare, Bakersfield, Ventura, and San Diego. NV5 staff utilize the Construction Management Information System (CMIS) software on the current City of Chico capital improvement projects, providing efficiency in uploading lab reports, test results, and other construction documents.

NV5 employs trained engineering technicians certified by Caltrans, American Concrete Institute (ACI), and International Code Council (ICC) experienced in working on publicly and locally funded infrastructure projects. NV5 participates in the proficiency programs of Caltrans, Cement and Concrete Reference Laboratory (CCRL), American Association of State Highway and Transportation Officials (AASHTO), and Materials Reference Laboratory (AMRL).

Our local professional staff have multiple degrees, state registrations and certifications, and are active members in national professional organizations. Shane Cummings, PG, CEG, CHG, oversees NV5's Northern California offices and will be the Authorizing Officer for this contract. He will provide oversight of the CQA services performed and has provided project management services to the City of Chico on infrastructure projects dating back to 2010. NV5's Laboratory Engineer, Dominic Potestio, PE, will be NV5's Project Manager and will oversee and certify the earthwork and structural materials testing. Dominic has provided project management for public agency on-call contracts, including City of Chico, over the past 7 years with NV5, and will be available and committed to this contract.



COMANCHE CREEK SOUTHEAST TRUNK SEWER PROJECT 17-A

CHICO, CA | CITY OF CHICO PUBLIC WORKS

NV5 (formally Holdrege & Kull) performed a Phase I Environmental Site Assessment for the 10.2 acre linear property within an industrial and residential part of south Chico for the City of Chico. The City's project plans include development of the entire property as public open space, a Class I multi-use pathway and to construct a sewer line extension along the length of the property. The Phase I ESA included historical review of the former railway corridor and identified several recognized environmental conditions including the potential for polychlorinated biphenyls (PCB) from electrical transformers, aerially deposited lead from vehicle emissions, asbestos containing materials in concrete structures, a variety of contaminants associated with the railway corridor historical land use and the potential for groundwater contamination beneath the site from neighboring properties with hazardous materials releases. The City of Chico contracted with NV5 to provide geotechnical engineering services for the design of the southeast sewer trunk crossing under Comanche Creek. The sewer line crosses beneath Comanche Creek approximately 350 feet downstream of the new pedestrian bridge at the corner of Meyers and Ivy Streets. NV5 drilled boreholes within the alignment at the creek crossing and provided recommendations to support the design for scour protection and horizontal drilling and bore and jack technology to install the sewer trunk lateral.

NV5 also provided construction quality assurance (CQA), special inspection, and environmental sampling during construction of approximately 4,450-linear-feet of a 27-inch-diameter gravity sanitary trunk sewer along the abandoned railroad grade from the Midway westerly to Estes Road. The section crossing Comanche Creek required installation using directional boring under the waterway. The trenchless directional boring method required dewatering and excavating launching and receiving pits to accommodate the new utility pipe. NV5 performed observation, field testing, and laboratory testing in accordance with the City of Chico Standard Plans, Caltrans Standards, and approved plans and specifications.

Environmental sampling and evaluation of native subsurface soils was performed for health risk recommendations and proper handling and disposal due to elevated levels of metals in the soil.

SERVICES

Phase I Environmental Site Assessment
Geotechnical Engineering
Materials Testing
Environmental Testing

AGENCY

City of Chico, Public Works

FUNDING

Local

PROJECT DURATION

November 2017 – Sept. 2019

SCHEDULE

Services were completed on time.

BUDGET

Services were completed under budget.



CITY OF CHICO, PUBLIC WORKS, ON-CALL SERVICES

CHICO, CA

NV5 provided on-call geotechnical engineering and materials testing services to the City of Chico Public Works for the last three years. Geotechnical engineering services have included bridge foundation design and road assessment for rehabilitation recommendations. Material testing projects have included bridge and road improvements, including widening, resurfacing, and rehabilitations that included full depth reclamation-cement and concrete pavement; new sewer and storm drain lines; and traffic signal constructions. The funding vehicles for these projects have included Federal Highway and State grant funding. Projects have included, but not limited to the following:

- Little Chico Creek Bike Path Bridge (Geotechnical and Materials Testing)
- Airport Bike Path Bridge and Annual Bike Path Maintenance (Materials Testing)
- Cohasset Road Widening Phase 3, Sycamore Creek to North of Airport BLVD, pictured above, (Materials Testing)
- IIG Road Connection (Materials Testing)
- East Avenue Road Rehabilitation (Geotechnical and Materials Testing)
- Cactus Avenue Traffic Signal (Material Testing)
- 2022 Road Rehabilitation, Mulberry to 9th Avenue (Materials Testing)
- Rio Lindo Avenue Pavement Rehabilitation Design (Geotechnical)
- 2023 Road Rehabilitation (Materials Testing)
- Chico Fire Station No.6 (Geotechnical, Geologic Hazard)
- 2024 Road Rehabilitation (Geotechnical and Materials Testing)
- Bruce Road Reconstruction
- 2024 Road Pavement Preservation
- 2025 Roads Rehabilitation and North Cedar Street Road Rehabilitation (Geotechnical)
- 2024 Road Pavement Preservation and 2024 Annual Roads Rehabilitation (Geotechnical and Materials Testing)

SERVICES

Geotechnical Engineering
Special Inspection
Materials Testing
Environmental

AGENCY

City of Chico, Public Works

FUNDING

Federal, State, and Local

CONTRACT DURATION

August 2021 – Present

SCHEDULES

Services under this contact have been completed on time.

BUDGETS

Services under the contract have been completed within budget.

SHANE CUMMINGS, PG, CEG, CHG, QSD/P

Operations Manager, Chico Office

Engineering Geologist, *Principal and Project Manager*



CONSTRUCTION QUALITY ASSURANCE VERTICAL

Chico, CA

Shane.Cummings@NV5.com

530.894.2487

EDUCATION

B.S. in Geology, California State
University, Chico

REGISTRATIONS

Professional Geologist, CA No. 7915
Certified Engineering Geologist, CA No.
2492

Certified Hydrogeologist, CA No. 885
Qualified SWPPP Developer/
Practitioner, CA No. 736

EXPERTISE

Aquifer and hydrogeological evaluations
Borehole geophysical applications in
fractured rock
Contaminated soil and groundwater
investigations
Geotechnical investigations
Remediation of soil and groundwater
Contaminant transport evaluations
Engineering geology
Geologic evaluations
Landfill design, closure, and post closure
monitoring

AFFILIATIONS

Geoprofessional Business Association

ASCE, Past President Feather River Branch

Association of Environmental and
Engineering Geologists (AEG)

Shane Cummings, PG, CEG, CHG, is the Operations Manager of the Chico office. He has been in the industry for over 22 years, with nearly 18 of which have been with NV5. Mr. Cummings performs and oversees field investigations for geotechnical and materials testing projects, geologic hazards evaluations, environmental investigations, earthquake fault and surface rupture hazards, air photo interpretation, environmental site assessments, and remediation of contaminated sites. He is the past President of the Feather River Branch of the American Society of Civil Engineers (ASCE) and a Subject Matter Expert with the California Board for Professional Engineers and Land Surveyors. He also prepares the examination materials for licensure as a Certified Engineering Geologist (CEG) and Certified Hydrogeologist (CHG) and for the California Supplemental Component to the Professional Geologist (PG) exams.

Project Experience

BRUCE ROAD REHABILITATION PROJECT

CHICO, CA

Project Manager and Engineering Geologist in charge of the geotechnical investigation for the rehabilitation of an existing roadway consisting of a portion of Bruce Road beginning approximately at Skyway Road and extending northward approximately 4500 feet to the intersection of East 20th Street and Bruce Road. Future development planned in the area includes subdivisions with over 1,000 residential homes and the existing road is insufficient to meet future traffic needs. The road rehabilitation will widened the existing road into the right of ways and include curb and gutters, center median, new intersections and traffic signals, storm drain collection, and class I bike lanes. Geotechnical recommendations includes multiple pavement design options included remove and replace, treated subgrade with HMA, and roller compacted concrete.

LITTLE CHICO CREEK BIKE/PEDESTRIAN PATH BRIDGE

CHICO, CA

Project Manager and Engineering Geologist in charge of the geotechnical investigation for a new bridge. The project proposes to construct approximately 1,741 linear feet of multi-use Class 1 path and a pedestrian/bicycle bridge over Little Chico Creek. The pedestrian/bicycle path will close the gap between existing facilities located on both sides of the creek and improve the safety through the installation of lights and security cameras. The geotechnical study focused on the bridge foundation design. The proposed bridge is a prefabricated design that will span 110 feet. NV5 provided full foundation design in accordance with the Caltrans Highway Design Manual standards.

Let Our Clients Do the Talking

REFERENCES

The following are select references from clients we have strong relationships with.

City of Oroville 1735 Montgomery Street, Oroville, CA 95965
Patrick Piatt, Community Development Director
(530) 358-2401 PPiatt@cityofoorville.org
Projects: Hewitt Park

City of West Sacramento 1110 West Capitol Avenue, 1st Floor, West Sacramento, CA 95691
Chris Surawski, Senior Project Manager
(916) 617-4620 ChrisS@cityofwestsacramento.org
Projects: Heritage Oaks Park

City of Vacaville 650 Merchant Street, Vacaville, CA 95688
Nemo Gonzalez, Senior Park Planner
(707) 449-5659 Nemorio.Gonzalez@cityofvacaville.com
Projects: Alamo Park
Sierra Vista Park

City of Fort Bragg 416 North Franklin Street, Fort Bragg, CA 95437
Chantell O'Neal, Assistant Director - Engineering
(707) 961 2823 COneal@fortbragg.com
Projects: Bainbridge Park

Paradise Parks and Recreation District 6626 Skyway, Paradise, CA 95969
Kristi Sweeney, Assistant District Manager
(530) 872-6396 KSweeney@paradisepd.com
Projects: Lakeridge Park
Bille Park

Heritage Oaks Park Renovation

West Sacramento, California

Dates: March 2023 – May 2025

Design Fee: \$489,000

Project Cost: \$5,693,000

Contact: Chris Surawski, City of West Sacramento,
(916) 617-4816 / ChrisS@cityofwestsacramento.org

Relevant Staff Roles:

Greg Melton, Principal

Sarah Crossley, Project Manager

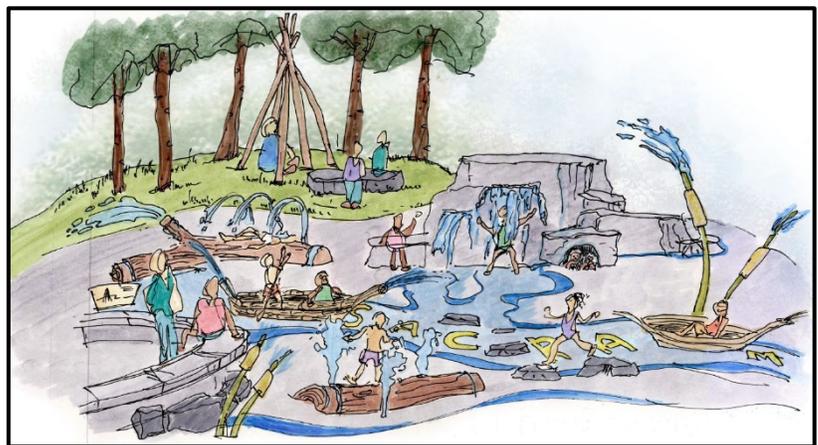
Marissa Millan, Project Coordinator / Designer

Project Summary:

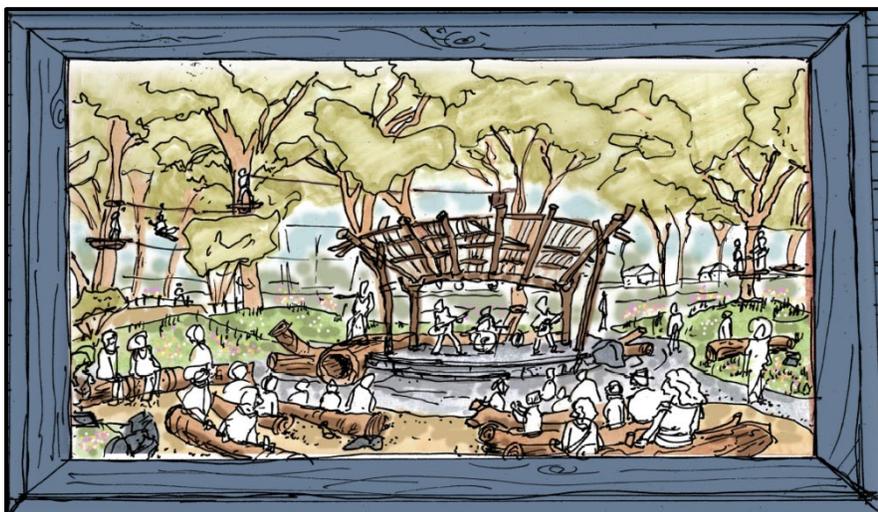
The Heritage Oaks Park Renovation project will transform the current landscape into a vibrant community hub! This renovation will bring a wide range of new features, including a playground with custom-themed elements, a refreshing spray ground that correlates with the existing natural life in the area and an all-wheel concrete pump track for cyclists and skaters. A multi-use sports field will accommodate various athletic activities, while a reflexology path and pollinator garden will enhance wellness and provide a serene connection to nature for visitors.



Custom Natural Playground



Spray Ground with Natural Elements



Outdoor Classroom and Bandstand

This project is a collaborative effort with the Yocha Dehe Wintun Nation to ensure cultural significance and community engagement are at the forefront of the design. Together, we aim to create an inclusive and dynamic space that promotes active use areas, wellness and a sense of community pride. The Heritage Oaks Park Renovation embodies a shared vision of health, connection and enjoyment, creating a legacy for future generations.

Bainbridge Park

Fort Bragg, California

Dates: 2023 – current

Design Fee: \$246,500

Project Cost: \$2,266,052

Contact: Chantell O’Neal, Assistant Director,
Engineering Division Public Works
(707) 961-2823 / COneal@fortbragg.com

Relevant Staff Roles:

Greg Melton, Principal

Patrick Farrar, Project Manager

Connor Melton, Technical Review

Sarah Richelieu, Park Designer



Pavilion and Stage

Project Summary: Bainbridge Park is a renovation project that will update and enhance an existing 1.8-acre underused park to better serve the community. The new design reimagines the park with vibrant features, including sport courts, walking paths, an open play field, and inviting picnic spaces. A central pavilion, inspired by the Spanish-style architecture of the neighboring Veterans Memorial building, creates a cohesive sense of place through thoughtful materials and colors. Themed play spaces, such as natural play and a kelp-forest inspired playground with rubber surfacing that mimics the sea floor, invite children to explore and imagine. Adding to the park’s character, a multi-use stage and artistic park welcome sign will provide a platform for local artists to infuse the space with color and creativity and showcase the community identity of Fort Bragg.



Bainbridge Park Master Plan

Da' Yas Park Renovation

From a hand-drawn sketch to manufacturing and construction

Eureka, California

Dates: April 2021 – current

Design Fee: \$353,000

Project Cost: \$5.8 million

Contact:

City of Eureka

Donna Wood, Community Services Director,
(707) 441-4241, DWood@ci.eureka.ca.gov

Relevant Staff Roles:

Greg Melton, Principal

Patrick Farrar, Project Manager

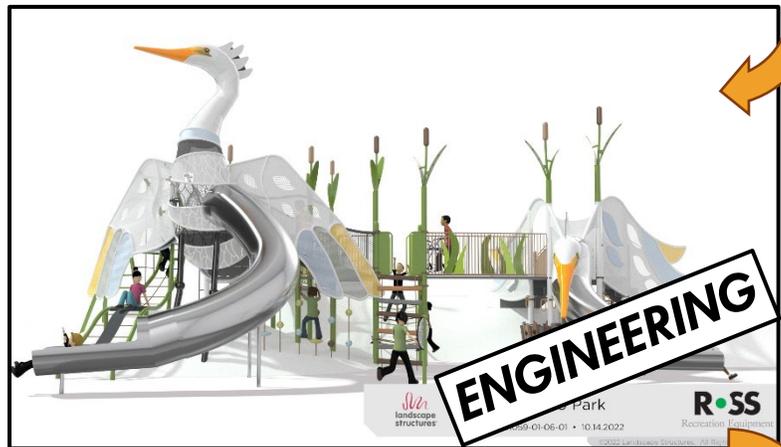
Ryan Riedlinger, Landscape Designer

Project Summary:

1. Natural themed design based on the region's cultural and physical geography.
2. A unique park identity and experience for all users constructed by Landscape Structures, Inc.
 - Egret-themed play structure
 - Passive and active fitness.
 - Themed art and educational experience throughout park.
3. Coordination with local tribes, artists and stakeholders.
4. Uniting the existing baseball field re-design with the new park, creating a cohesive, connected experience.
5. Stormwater management, education and incorporation into the park design.
6. Water conscious plant selection establishes native and culturally important plants.
7. New street corners designed for safety.

Site Elements:

- Contoured Grass-Free Play
- Multi-Use Game Area
- Nature Play Parkour
- Fitness Area
- 1/2 mile of accessible Walking Path
- Updated Baseball Field and Amenities
- Concession/Restroom Building with Living Roof
- Neighborhood Connectivity at four park entries
- New and Improved Parking With EV Charging Stations



Lakeridge Park

Magalia, California

Dates: 2020 – current

Design Fee: \$500,000

Grant Awarded: \$5,225,277

Contact: Dan Efsseff,
Paradise Recreation and Parks District,
(530) 872-6393 / DEfsseff@paradisepdpd.com

Relevant Staff Roles:

Greg Melton, Principal
Patrick Farrar, Project Manager
Sarah Richelieu, Designer



Adventure Play Area with On-Grade Slide

Project Summary:

Lakeridge Park was one of many parks taken by the 2018 Camp Fire. MDG was honored to be brought in as part of the rebuilding process.

Restoration of the area began with restoring soils to support plant recovery. The landscaping consists of native plants and plants adapted to the local climate, drought-tolerant and fire-resistant. Except for multi-use turf areas (sport field and amphitheater), drip irrigation was used. Soils are vegetated to proper plant densities to out-compete invasive plants and establish and sustain a succession of populations to build soil depth for infiltration and groundwater recharge. Bioswales, site grading and permeable vehicle and pedestrian surfaces route stormwater runoff to bioswales that aid in removing debris and pollution while recharging groundwater.

The park offers a dynamic mix of features designed to inspire play, adventure, and relaxation. A ribbon of themed play spaces meanders through the park, featuring a climbing boulder, embankment slide, nature-inspired play and a green sanctuary to provide a place for rest. The swing complex provides thrill-seekers of all ages a front-row seat to the vast canyon below. Additional amenities include covered picnic areas, scenic pedestrian trails, bicycle skills zone, amphitheater and community building. Passive recreation includes opportunities for walking, vista points to view the canyon, bird watching and a native demonstration garden to educate visitors on the local flora.



Overview of Pathway or "Play Ribbon" with Themed Play Spaces

Chapman Park

Chico, California

Dates: 2021 – October 2023

Design Fee: \$336,135

Project Cost: \$3,246,413

Contact: Annabel Grimm, General Manager,
Chico Area Recreation and Park District (CARD)
(530) 835-4711 / AGrimm@chicorec.com

Relevant Staff Roles:

Greg Melton, Principal

Aubrey Hendricks, Project Manager

Connor Melton, Designer/Technician



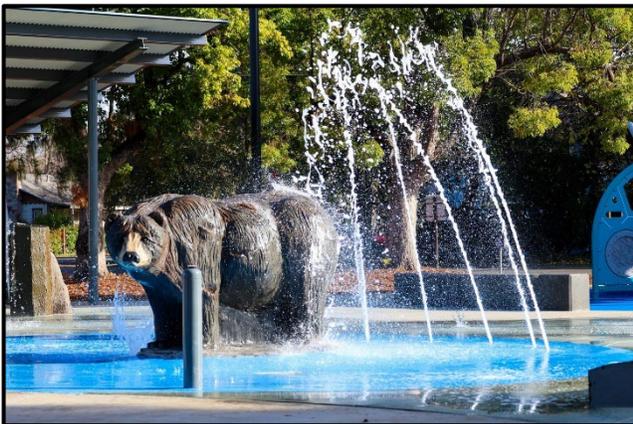
Custom Pavilion at Chapman Park

Project Summary: Chapman Park is located on the grounds of the Dorothy F. Johnson Center in Chico, CA. It was originally the location of Chapman School until the early 1950s, when the school moved and the building was left vacant. The Center and grassy fields surrounding it are now utilized by CARD's recreation programs. CARD had a vision for upgrading the open space of the park to better serve the community. MDG saw a great opportunity for all-ages play and all-abilities paths. MDG and CARD worked together to write a Proposition 68 grant proposal to obtain funding for the project. The grant was awarded and was enough to fund most of the design and construction costs, with CARD funds covering the rest so that the whole project could be built as envisioned.

In March 2022, MDG and CARD teamed up again to engage the community and start the process of renovating this wonderful park. Following the Prop 68 grant requirements as closely as possible, we started with public outreach. We wanted to involve the community and gain as much input as possible. The schematic designs were presented multiple times to the public throughout the design process and lots of helpful input was received. We were able to refine the design of the park to include elements that met the needs of the community. After a year and a half of hard work, planning and collaboration, the park just completed construction and opened to the public in early January 2024.

Park elements include:

- Splash pad design that highlights natural waterways with interactive sculptures of local wildlife
- Renovated and improved turf playing field for sports, activities and CARD programming
- Two remodeled multi-use sport courts
- Amphitheater with shaded band stand complementing the design of the Dorothy F. Johnson Center
- Winding walking path throughout park with fitness stations
- Unique play structure with pour-in-place rubber, boulder climbing wall and optimal shade installations



Spray Ground with Grizzly Bear Climbing Element



Play Structure

Pickleball Courts

Hewitt Park

Oroville, California

Client: City of Oroville

Project Summary: Hewitt Park has been underutilized for far too long and over the past two years, MDG met with many Oroville locals to gather ideas on how to revitalize this space. It became clear to us that pickleball is a very important activity for the public and should be a big part of the park.

- Eight spacious pickleball courts with colored concrete for an enhanced playing experience.
- Spacious courts to accommodate all abilities.
- On-demand sports lighting that can be turned on by players until 9 pm for continued play after sunset.
- Shaded bleachers for spectators to watch games and tournaments.

Fencing with pickleball and railroad elements providing consistent theming throughout the park, which has two decommissioned locomotives.



Pickleball Courts with Shaded Bleachers at Hewitt Park

Westacre Park

West Sacramento, California

Client: City of West Sacramento

Project Summary: In June 2022, Melton Design Group, Inc. began work with the City of West Sacramento to create a Master Plan and Construction Drawings for the renovation of Westacre Park. Through community workshops, public outreach and engaging meetings with park staff, we were able to clarify the needs of the City to evaluate park features and layout. We found that the West Sacramento area is in desperate need of more Pickleball courts, so our Master Plan included the following for both daily recreation and tournaments:

- Four new pickleball courts for community use.
- Two multi-use courts, including pickleball and futsal.
- Fencing around all courts.
- New landscape including shade trees.
- Block wall for practice and noise reduction.
- Custom school bus play structure symbolizing the property originally being used for school bus storage.



Pickleball Courts with Shade Trees and Practice Wall at Westacre Park



The "Flying Bus" Custom Adventure Play Structure and Climbing Wall at Westacre Park

INTRODUCING MDG's NEW PROGRAM!



PARK COLLAB IS A CONSULTING GROUP THAT HELPS YOU THINK **BEYOND THE PARK** AND BRINGS HEALTH AND WELLNESS BENEFITS TO YOUR SPACE. WE WORK WITH A BROAD RANGE OF OUTDOOR SPACES TO HELP YOU **BETTER YOUR COMMUNITY**. WE ASSESS YOUR SPECIFIC NEEDS AND COLLABORATE WITH EXPERTS TO CREATE DYNAMIC SPACES THAT THRIVE.



TIME SPENT IN NATURE IS PROVEN TO MAKE YOU HAPPIER, HEALTHIER, AND MORE CREATIVE.

WHAT SETS US APART: OUR EXPERIENCE AND OUR PASSION

- WE HAVE DECADES OF EXPERIENCE AND COMPREHENSIVE NETWORKS OF EXPERTS TO CURATE MEANINGFUL AND PERSONALIZED DELIVERABLES.
- PARK COLLAB WAS BORN OUT OF A DESIRE TO BUILD SPACES THAT TRULY BENEFIT THE PEOPLE AND PLACES WE SERVE AND CREATE LONG-LASTING RESULTS. IT IS THE **HEART AND SOUL OF OUR MISSION** AND THE REASON WE ARE PROUD TO BE LANDSCAPE ARCHITECTS AND COMMUNITY BUILDERS.



TIME IN NATURE HELPS TO DECREASE HIGH BLOOD PRESSURE, ANXIETY, DEPRESSION AND STRESS.

WE DON'T BELIEVE ONE SIZE FITS ALL, THAT IS WHY WE MAKE SURE THAT EACH PARK AND EACH PROJECT IS SPECIALLY TAILORED TO YOU AND YOUR NEEDS.

PERSONALIZED DELIVERABLES

- REFLEXOLOGY TRAIL
- MEDITATION LABYRINTH
- WELLNESS CLASSES
- RESTORATIVE GARDENS
- CLASS SCHEDULES AND PROGRAMS

OUR DELIVERABLES ARE ALL **SPECIALLY CURATED FOR YOU AND YOUR COMMUNITY**. THEY RANGE FROM PHYSICAL SPACES, INTERPRETIVE PANELS AND SELF-GUIDED EXPERIENCES TO PROGRAM SUGGESTIONS CONNECTING YOU WITH LOCAL INSTRUCTORS AND EXPERTS IN THE FIELD.

Our Method Means No Madness

PROJECT APPROACH

The following will address how Melton Design Group and our Team of Designers and Engineers will collaborate with CARD's staff to integrate your vision with our design experience; to optimize this park, making it a special gem among the many amazing parks in Chico.

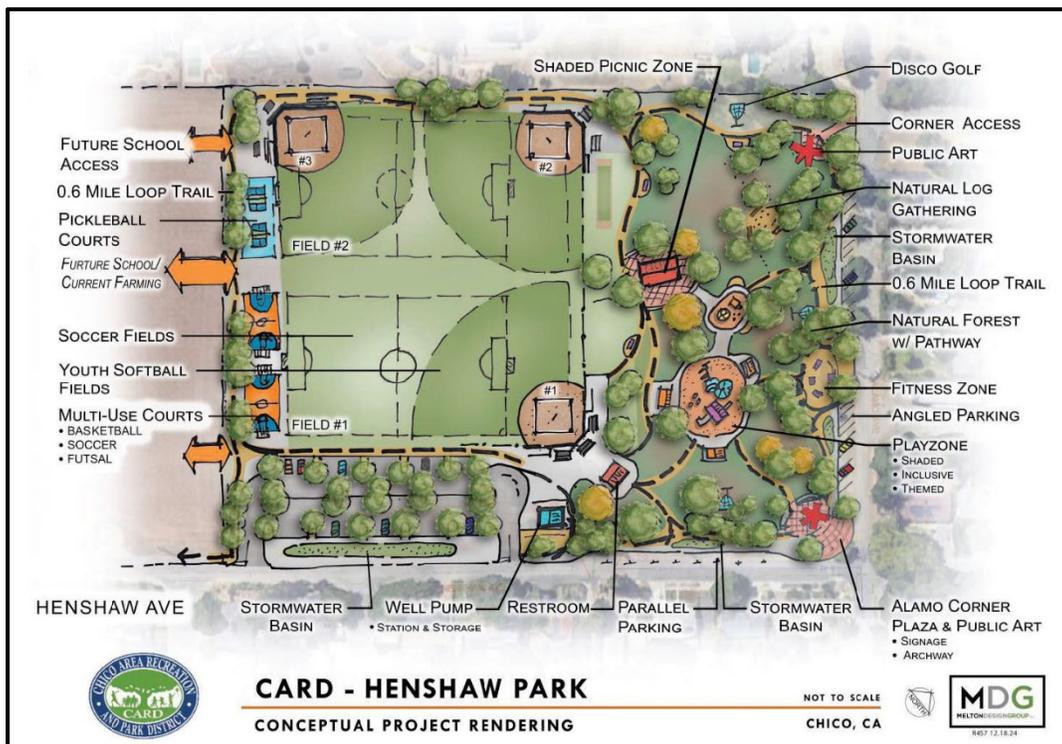
Our understanding and approach to your project is based on our park design process and systems. We will use our years of experience and understanding of the design process and work with your Staff, Stakeholders and Community following the program and guidelines created for the project during initial coordination and engagement. We will develop a community park that will provide recreation, as well as support the needs of the surrounding neighborhoods and future adjacent elementary school.



Grand opening of Chapman Park, CARD's latest park renovation provided to the Chapman neighborhood.

CONCEPTUAL IDEAS and OPPORTUNITIES

We're always excited to begin visualizing a new project. Our goal at the start of any project is to encourage brainstorming, questions and conversations. The early suggestions in these preliminary designs will hopefully spark your imagination about the range of possibilities your site offers. MDG attended one of the public meetings at the Masonic Temple in the spring. We look forward to working closely with you, the neighborhood and the stakeholders at future engagement events to create a place that is both cost-effective and inspiring. This first Master Plan image identifies the information from your public engagement process and the following park schematic identifies design opportunities and proposed locations and sizes.



PRIMARY ELEMENTS FOR HENSHAW PARK

1. THEMED PLAYGROUNDS FOR ALL AGES and ABILITIES

When creating new playgrounds, we focus on creating designs with relevant local themes. In this case, Henshaw Park has been part of the agricultural community for years and the CSUD Ag program will continue to farm the remaining 6 acres of the future school site. It is fitting then for one option to have an agricultural theme. Additionally, with the natural area onsite, it would be great to have a nature-based theme also, tying into some of Bidwell Park. **We used a similar process in a park that is currently being installed in Eureka. The Egret Play was selected as a theme from our engagement with the Indigenous Tribe and Locals. See our Da'Yas Park cutsheet for the results!**



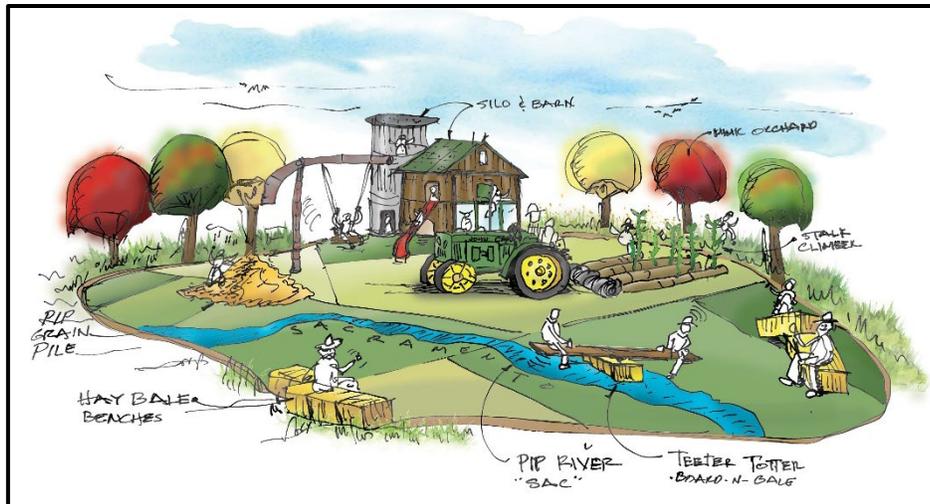
Barn and Silo-themed Play – We can customize shapes to fit a theme

AGRICULTURE PLAY – We will meet with the community to introduce this theme, then fine tune the design to be meaningful, fun and memorable based on input.

- The playgrounds will include many elements of play including slides, climbing structures, swings, rope courses and themed play. Our goal is to make all elements of this park accessible for everyone of all ages and abilities.
- The themed play will integrate farm animals, tractors, hay bales and crops so the youth can be creative, playacting as farmers and ranchers.
- Using durable equipment and materials will allow our designs to last for a long time and be low on the maintenance list.
- With the CUSD Ag Program in operation, the remaining 6 acres of the future school site will be farmed throughout the year. The mandarin trees will be transplanted to the back of the school property and managed by CUSD with water coming from the well.
- We can integrate local relic farm equipment to be part of the experience.

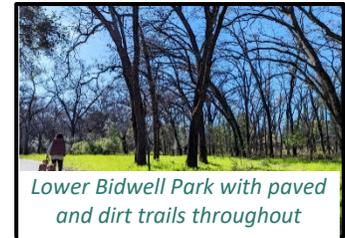


In the sketch below, the barnyard, field crops and orchards will be created to replicate Chico Farms and Ranches. MDG has worked closely with large (Lundberg Rice) and small (Monastery of New Clairvaux) farmers in Butte and Tehama County.



NATURE-BASED PLAY and WELLNESS PLAY – We all know that nature heals and is fun! Providing natural open space will serve our youth and relax our adults. This site can provide it!

- Urban Forest - Integrate more native trees into the site creating a more natural environment.
- Connection and grounding to the Earth – A natural forest floor provides connection and grounding while reducing the use of chemicals and maintenance in the park.
- Natural Play – Provide natural elements as play equipment such as logs and boulders to climb, balance on and create peak performance opportunities. Allow kids to take risks, balance and maybe fall. The goal is to get them to challenge themselves and grow.



2. URBAN FORESTS, GHG (CO2) REDUCTION and WELLNESS TRAILS

This park has many trees and we will plant many new ones to bring shade to new trails and a sense of nature and beauty to the park, with a goal to match the landscape much like lower Bidwell Park. We will select trees that have high CO2 sequestration to protect neighbors and park users from vehicle traffic.

- The benefits of open space abound, especially if we can incorporate logs to balance on and trees creating shade for the new trails, quiet spaces, places friendly for birds, etc. This wonderful park can decrease high blood pressure, anxiety, depression and stress.
- The Heart and Soul of our mission is to create park spaces that truly benefit the people and places we serve. Chico is a community in which we want to create long-lasting results with our parks. We know that time spent in nature is proven to make you happier, healthier and more creative.

The following matrix is an assessment we created for Chico to demonstrate what our parks are missing in regard to providing elements, education, support for mental and physical health, opportunities for child and social development. It demonstrates what we need to add to create desirable and healthy parks to visit. We will use this matrix as a tool to make sure we provide the necessary elements to meet the criteria in the assessment.

3. TOURNAMENT READY TURF FIELDS – In an effort to meet the requirements of CUSD and CARD, we were able

Butte County Parks Assessment														
Park	Location	Description	Physical Health			Mental Health		Child Development			Social Connection			
			Walking path	Recreation Courts and Fields	Climbing Structure	Reflexology Trail	Interpretive Guides	Water Play	Nature/Loose Parts Play	Risk Play/Balance Elements	Rolling Hills	Gathering/Picnic Area	Covered Structure	Programs
Chapman	Chico	Neighborhood Park	Leaf	Leaf		Leaf		Leaf				Leaf	Leaf	
Rotary Centennial	Chico	Neighborhood Park	Leaf	Leaf	Leaf				Leaf	Leaf	Leaf	Leaf		
Baroni	Chico	Neighborhood Park	Leaf	Leaf	Leaf							Leaf		
Hancock	Chico	Neighborhood Park	Leaf	Leaf										
Hartley	Chico	Neighborhood Park	Leaf	Leaf								Leaf		
Rotary	Chico	Neighborhood Park	Leaf	Leaf	Leaf							Leaf		
Emerson	Chico	Neighborhood Park	Leaf		Leaf				Leaf			Leaf		
Husa Ranch	Chico	Neighborhood Park	Leaf	Leaf	Leaf							Leaf		
Oak Way	Chico	Neighborhood Park	Leaf	Leaf	Leaf							Leaf		
Peterson	Chico	Neighborhood Park	Leaf	Leaf								Leaf		

to fit in two (2) full-sized soccer fields (225' x 360'). These fields can fit four (4) U11-12 fields and many U7-8 fields. In our sketch, we show three (3) U12 fields, however we can fit four (4) if preferred. The fields can be natural turf or synthetic. We can have this discussion as we begin assessing maintenance and operations.

- 4. **MULTI-USE COURTS** – We have designed a court area that will have two (2) multi-use futsal/basketball courts. These can also be arranged to fit a roller hockey rink. Additional space is available for more courts for school use when it's developed or pickleball, if requested.

5. **DISC GOLF COURSE** – Around the perimeter of the park, we’ve proposed adding disc golf baskets where possible. This will provide a great small course option for practice before going to the big courses.
6. **PICNIC and SHADE STRUCTURES** – There will be shaded picnic areas throughout the park with one primary group picnic area at the center by the play site. These structures will have consistent Farm/Ranch theming.
7. **MONUMENT SIGN and PUBLIC ART: Branding and Culture in One** – After being at the site, the corner of Alamo and Henshaw seems like the logical location for a monument sign and some public art. The art can be part of a local art group or possibly the Chico Arts Commission.
8. **PASSIVE WALKING TRAILS** – As requested in the previous public outreach, the park will provide many trails with a large trail loop of .6 miles and forested trails with decomposed granite or nature-beaten paths.



IDENTIFYING “VALUE” IN DESIGN and DOLLARS

It is very clear that we need to be value conscious from the start, while also conveying the quality the represents CARD, CUSD and TEAM MDG. It will be important for CARD and MDG to discuss up front what CARD feels is the ideal ratio of quality-to-cost and how maintenance and operations will come into play in the “VALUE”.

The following represent some ideas and proven options in developing, operating and maintaining parks to make your dollar go further, creating a park that is respected and utilized by all:

1. **DESIGN IDEAS FOR EFFICIENCY and SAVINGS** – There are several ways to make projects more affordable and to meet budgets. Several have to do with products or design and others with maintenance and operations. The following items are examples of how we can be more efficient and make your dollar go further.
 - **Vendors Role** – Vendors play an important role in the design and cost of projects. From early on during schematic design, the vendors of the projects are selected by the TEAM and they are asked to value-engineer their products to meet the design requirements. This allows us to modify designs early and gain design value in the project and to make sure we’re getting you the most bang for your bucks, we often have multiple vendors providing costs for the same products.
 - **Prefabricated Building vs Traditional Build Onsite** – Recently we’ve noticed that Prefabricated Building suppliers have continued to raise their cost, so we are looking at ways to get the same product for less. We have brought in additional restroom and shade structure vendors that are 20-30% lower than the original vendors. This is saving as much as \$50,000-\$75,000 per 4-hole restroom and giving the park builders more options. There are other options such as traditional design and construction of these structures. On the other hand, MDG has seen wait times for the prefabrication of up to 24 months, which does not work for many projects. This is why we also propose traditional builds if needed to meet schedules. Also, budgets are sometimes coming in lower than prefabricated structures even though there are higher design fees and installation costs. This will all be addressed and considered during our design process with the staff.
 - **Real Grass vs Synthetic Turf** – This debate is open and on fire. It feels like, where possible, sports fields are being installed with synthetic turf instead of the real grass. Yes, synthetic saves on long-term maintenance and irrigation costs, and you can use it all year long. In the case of Henshaw Park, the School District would prefer synthetic turf and for CARD, it allows for all the savings too. We can’t ignore the downside of synthetic turf though, in an area that hits triple digits or close to, for much of the summer. Additionally, there are many discussions that rotate around going from “filled” turf vs the new “fill-less”

turf. The turf manufacturers, such as Sprint-Turf, who we are working with on Montebello Park in Suisun City, are not sold on the benefits of fill-less turf at this point. There may be a time when the quality of fill-less turf increases, but we aren't there yet. Based on the amount of use on the fields, a standard estimate is 8-15 years for the turf and 30+ years for the pad under it. This is another decision we will discuss during the project.



Synthetic Turf Sections – Lets compare!

- **Solar and Field Lighting** – The value here is saving the long-term cost of electricity and replacing copper due to vandalism. The poles and fixtures are dropping in cost but are still at a premium. We are working with Fonroche Lighting to provide new figures. One of our projects, Hewitt Park in Oroville, is currently bidding so we will have fresh numbers as of February 2025. For field lighting, we have used Musco Lighting to perform electrical engineering and provide specifications. They will provide electrical plans covering everything from the restroom panel to each light. It would be beneficial to cross-reference their costs once we have an approved concept to be sure they are still the best and most efficient in the industry.
 - **Well Water for Irrigation** – The existing well has been verified by CUSD as able to push the volume of water at the pressure we need to irrigate the fields, even easier for the drip irrigation. This will save CARD on meter costs as a Cal-Water 2" meter is expensive; monthly irrigation cost will be much lower. I assume given CUSD will be irrigating their crops and the future transplanted mandarin trees, that they will be paying for some of the water pumping costs and repair of the well and wellhouse when necessary.
 - **Naturalized Landscape** – By maintaining most of the natural area on CARD's property, we are able to save cost in both development and maintenance.
 - We estimate we are keeping about 80% of the trees and replacing and enhancing the site with additional trees to provide a strong urban forest. Tree selection will be based on the latest Chico Urban Forestry recommendations.
 - We will use the minimum necessary drip irrigation to maintain existing vegetation and bring the new vegetation through an establishment period, then CARD Staff can reduce water to just the hot summer months.
 - With the natural area being a combination of natural grass landscape, thick mulch layer or ground cover, the maintenance will be much less than traditional grass.
 - We can acquire logs from the Chico Urban Forester to use for balance and climbing.
 - **Meeting a Budget** – Providing value engineering up front is a strong tactic to stay in budget. The idea that each design and every review of our plans will have a cost attached to it, will keep the project in budget. For example: MDG used that approach and cost system to bid a project in Sacramento last week and it was a \$5.8 million dollar project. Bids came in all within \$120,000 dollars and the lowest bid was within \$75,000 dollars of the engineer estimate not counting the contingency.
- 2. MAINTENANCE and OPERATION / 20-YEAR LIFE-CYCLE COST ANALYSIS** – As a part of the design scope, we are always pushing to build a more durable and maintenance-friendly park. We will be designing your park with long-term maintenance in mind and preparing your capital budget for long-term funding for maintenance. Providing a 20-year Life-Cycle Cost Analysis (LCCA) will provide CARD with a budget spreadsheet, anticipating future costs that will support your annual budget allocations for park

maintenance and replacement. Below is a 20-Year LCCA for a pool project in Wheatland, performed by MDG and ArchPac.



WHEATLAND AQUATIC FACILITY LIFE CYCLE COST ANALYSIS

This life cycle cost analysis is based on a full pool build out and includes all pools, pumps and internal pool surfaces but not external play equipment or attached elements. It includes operations for 12 months of the year.

LIFE CYCLE COST ESTIMATE FOR: WHEATLAND. POOL																					
ITEM	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	YEAR 6	YEAR 7	YEAR 8	YEAR 9	YEAR 10	YEAR 11	YEAR 12	YEAR 13	YEAR 14	YEAR 15	YEAR 16	YEAR 17	YEAR 18	YEAR 19	YEAR 20	TOTAL
OPERATIONS	\$210,932.42	\$210,932.42	\$210,932.42	\$210,932.42	\$210,932.42	\$210,932.42	\$210,932.42	\$210,932.42	\$210,932.42	\$210,932.42	\$210,932.42	\$210,932.42	\$210,932.42	\$210,932.42	\$210,932.42	\$210,932.42	\$210,932.42	\$210,932.42	\$210,932.42	\$210,932.42	\$4,218,656.40
FROM OPERATIONS SPREADSHEET																					\$4,218,656.40
TYPICAL PLANNED REPLACEMENT ITEMS (LIFE CYCLE COST):																					
POOL RECIRCULATION PUMP IMPELLORS							\$20,000.00							\$20,000.00							\$40,000.00
METERING PUMPS						\$8,000.00							\$8,000.00								\$16,000.00
SENSORS ON AUTOMATED CONTROL		\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$20,000.00
FILTER SAND											\$1,500.00										\$1,500.00
HEATER MAINTENANCE & CLEAN	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$80,000.00
REPLACE HEAT EXCHANGER						\$4,000.00															\$4,000.00
REPLACE HEATERS						\$20,000.00															\$20,000.00
GENERAL REPAIRS	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$400,000.00
REPLASTER, RETILE & DOWN TIME										\$225,000.00											\$225,000.00
TOTAL TO MAINTAIN	\$24,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$45,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$225,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$37,000.00
Average yearly budget - plaster/tile	\$11,250.00	\$11,250.00	\$11,250.00	\$11,250.00	\$11,250.00	\$11,250.00	\$11,250.00	\$11,250.00	\$11,250.00	\$11,250.00	\$11,250.00	\$11,250.00	\$11,250.00	\$11,250.00	\$11,250.00	\$11,250.00	\$11,250.00	\$11,250.00	\$11,250.00	\$11,250.00	\$225,000.00
Anticipated monthly budget - Plaster/tile	\$937.50	\$937.50	\$937.50	\$937.50	\$937.50	\$937.50	\$937.50	\$937.50	\$937.50	\$937.50	\$937.50	\$937.50	\$937.50	\$937.50	\$937.50	\$937.50	\$937.50	\$937.50	\$937.50	\$937.50	\$937.50
TOTAL BUDGETED PLANNED LIFE CYCLE REPLACEMENT FOR 20 YEAR HORIZON																					\$1,021,500.00

3. HOW DO WE MAKE MONEY TO SUSTAIN THE PARK?

- **Food Concession and/or Food Truck Area** – Providing food concessions adjacent to the game area will play a main role in attracting users to the tournament and event facilities, while bringing income to the park. This social space will allow private operators to rent concession spaces, or you can acquire rent from food trucks every day!
- **Rentable Pavilion Spaces** – Having rentable spaces came up in the public outreach as a wanted feature. We will be able to provide both large and small pavilions for big gatherings or small birthday parties.
- **Tournament Fees** – With these new fields, Card will be able to combine sites across the City and host a tournament that attracts users from the region including Sacramento. Whether its youth softball, soccer or little league, this facility can manage the younger groups and, with the two (2) large soccer fields, teens and adults play on a legitimate field.

LOCAL EXPERIENCE, STANDARDS and AGENCY UNDERSTANDING CARD, City of Chico and CUSD (DSA)

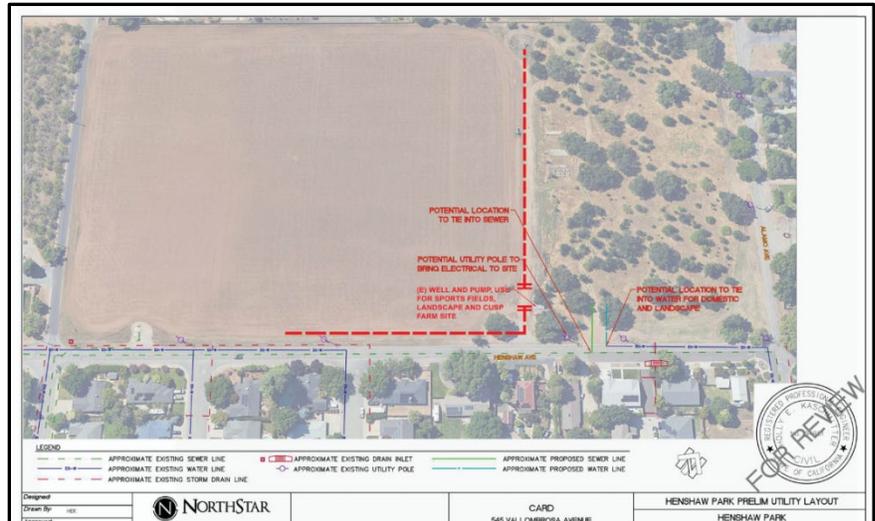
Melton Design Group and many of our subconsultants, including NorthStar, NV5 and Streamline Engineering, are local to Chico and understand all the standards required by CARD, the City, DSA and CUSD. With this team of experts, we approach this project with years of understanding: the streets, the people, the flora and the fauna. We also understand that this project is on school property and will need to be designed to meet DSA Standards. We won't need to submit to DSA, just provide plans, so when CUSD builds the school, the parking meets the DSA accessibility and structural requirements. As-builts will be provided to CUSD for future use. MDG just finished a DSA submittal for Marysville Unified School District, is currently working with CUSD on Emma Wilson School and is preparing to work start a new project with Hamilton Unified School District.

- 1. UTILITIES and EXISTING CONDITIONS** – Utility access, including sewer, water and electrical, is located on Henshaw as shown in the map from NorthStar on the next page. We understand that we will be coordinating

with the City, PG&E and Cal Water to identify new points of connection. Review by these agencies is critical to making the timeline work.

2. DRAINAGE and STORMWATER BASINS

– After discussion with the CUSD Ag Department, we understand that the percolation rate of onsite soils is good and that amendments will be minimal. The good percolation also allows us to have capture swales onsite to collect stormwater from our hard surfaces. NorthStar will manage the stormwater design and coordinate with MDG for location and size.

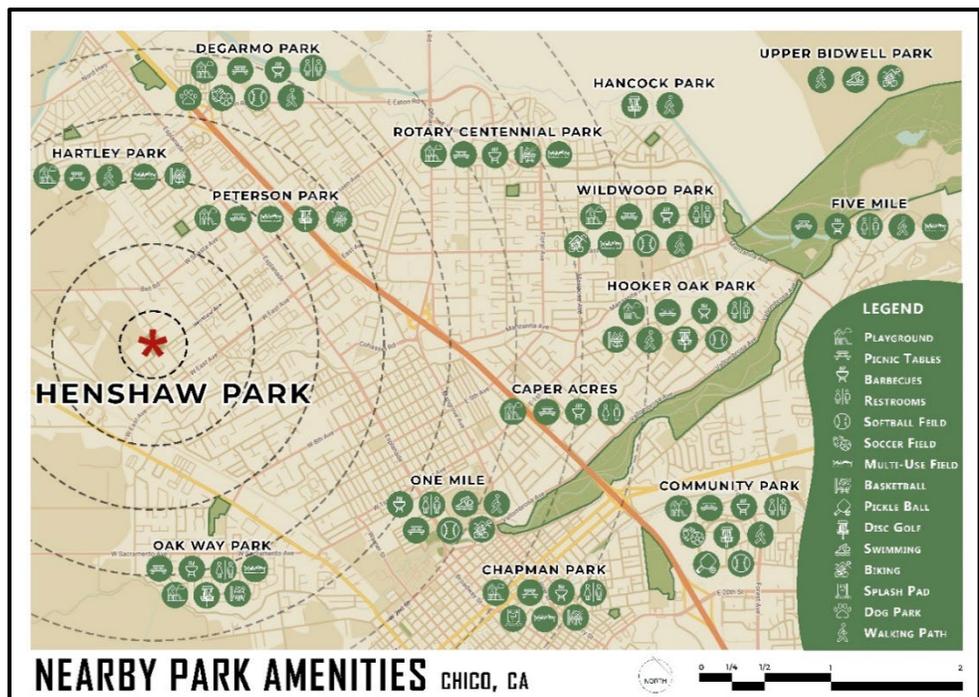


The City Utilities Map shows our proposed points of connection. We are proposing the restroom move closer to the road to save on the cost of sewer, water and electrical.

3. SITE KNOWLEDGE and CONNECTIVITY

Henshaw Park is situated in west Chico and from the Park Amenities Map shown here, you can see that this area is in need of recreation and open space, as the park abuts the agricultural edge of Chico and the closest park is about a mile away.

The neighborhood has been expecting this park for years, and now with the additional 6 acres of land from CUSD, it is a great time to provide this neighborhood with an awesome park with a



Henshaw Park Needs Assessment Map identifying the lack of recreation in the area and the uses at all parks around the Henshaw Park site.

state-of-the-art recreation design, providing a fresh new, inclusive park that will strengthen the community’s connection to the outdoors and enhance the health and wellness of Chico. Henshaw Park will be a great addition to CARD’S portfolio.

STRENGTHS and UNIQUE APPROACHES

1. PERSONAL CONNECTION (with Staff, Community and Agencies) – When it comes to design and interaction, MDG holds in-person connection in high regard. We find that being onsite and getting the chance to meet new people in person gives us the opportunity to communicate better and become more familiar with your staff, community and the park itself. Virtual meetings are very useful for quick updates, but we prefer being there in person to connect with everyone. We will be requesting bi-monthly meetings to keep this project on

track and we will also need an experienced point person from CARD to answer questions and perform CARD's tasks during both design and construction.

2. COMMUNITY ENGAGEMENT and CONSENSUS – We will be using the aforementioned personal connection to present our new conceptual designs. We will cross-reference the original surveys from past years and make sure that CARD and the Community are in sink. Our onsite meetings will present the plans in a few ways:

- We will have inspiration photo boards and conceptual renderings at these meetings.
- We will flag the main elements of the park in the general location so they can walk to the restroom, see the fields, feel the spacing from the road. All these are good approaches to convey the design to both Community and Staff.
- When virtual, we can present the 3D renderings of the site. We will also have enlargements of the key elements and cutsheets to show vendor products.
- We will work with all that attend and generate a consensus to then make adjustments that meet all the stakeholders' needs.



CARDS Survey Data to be assessed and cross-referenced with Conceptual.

3. PROJECT DESIGN and MANAGEMENT

- **Park Layout and Synergy** – We propose a layout for the park that encourages both movement and fun. We want park users to interact with each other, to make friends and memories. Synergy between key park elements is a driving force in our designs. We place related elements of a site near each other, so the park flows seamlessly while also allowing easy access and creating a welcoming and comfortable atmosphere.
- **Safety and CPTED (Crime Prevention Through Environmental Design)** – To address the safety of park users, we suggest locating the more popular elements, like play structures, away from the road, placing the parking lot between the play structure and the street, along with possibly providing natural barriers along the road, such as trees or embankments. It is also recommended that fencing be added in certain areas to help prevent unintended overnight use of the park. CPTED requires a design review in the concept stage. Local Police certified for CPTED will primarily review lighting, site lines, problem areas, planting, ease of access and car view. Their design review and guidance is for information only.
- **Parking Considerations** – Parking is shown with 24 spaces and may be a two-phased element if the budget doesn't allow for the full parking option. Parking on Alamo and Henshaw can be a solution to prevent on-street overflow of vehicles.
- **Creating a Thriving Social Landscape** – By making your park a unique social gathering space where people can interact and develop social relationships, we can create a social landscape specific to your community.
- **Accessibility and Inclusivity for All** – Our process is to assess the needs of a community and inject universal design into the project. For instance, we don't just drop playground hardware into a park; we integrate the design into the site with elevation change and terracing, so that the site looks unified, defined and complete.
- **Maintenance and Guidance** – As part of the design, we are always pushing to build a better park that lasts longer and requires less maintenance. We will be designing your project with the maintenance budget and operator in mind. The Contractor will provide all cutsheets and binders to provide O&M manuals. MDG will facilitate all unique maintenance and our specialty equipment or features that need attention. The well and pump system will need to be coordinated with the School District.

MANAGEMENT SYSTEMS and QUALITY CONTROL

As part of our management and quality control process, the MDG Team utilizes multiple tools to ensure the project progresses smoothly and that the result is a lasting and durable improvement.

1. **MANAGEMENT and PLANNING SYSTEMS** – For overall project management, the MDG Team communicates with the entire Team. For design planning, we use programs such as AutoCAD, Photoshop, SketchUp, Lumion and LandFX. We will utilize these programs throughout the process to get the desired outcome.
 - Our schematic design process starts with a hand-drawn sketch of the overall Master Plan, then moves to AutoCAD for drafting a scaled plan, with planting and irrigation from LandFX. For design development, we use SketchUp for 3D modeling which can be enhanced in Lumion for all presentation graphics. From there, we create our construction drawings in AutoCAD/LandFX.
 - We will use our design models and drawings to create the necessary plans, sections and elevations for Client review. Additionally, we can use these models to gather more detailed information such as lighting, irrigation piping, quantities of materials and cost estimate takeoffs. MDG has several projects throughout California bidding currently so we have the recent budget numbers from these projects to solidify our cost estimating process. If the project budget allows, we can bring in a third-party estimator to assist, if needed.
2. **QUALITY CONTROL / ASSURANCE and DISPUTE RESOLUTION** – Team MDG has extensive experience performing Quality Control/Quality Assurance. We have guidelines and checklists that are followed during each phase of design and construction. These checklists include performing quality assurance spot checks for consistency of subconsultant deliverables, as well as process checks to ensure critical steps do not get overlooked. The Peer Review is the true test as we cross reference our work amongst ourselves to verify a clean cohesive project. The Project Manager then signs the checklist to certify a QA/QC review of the submittal. We will maintain and ensure quality control throughout the duration of the project through clear direction from the Principal-in-Charge and Project Manager according to project scope of work and vision. With our experience administering similar projects, both in design and construction administration, we have learned to manage and mitigate all potential disputes, and we use our detailed plans, specifications and the City’s contract to defend the project design throughout the process.
3. **COOPERATIVE PURCHASING** – Some approaches we have implemented to save money, time and help our projects run smoothly are the use of Cooperative Purchasing with Sourcewell, National Purchasing Partners and Omnia. By integrating these pre-purchases through your agency we can not only save on the long 20-week lead times, but we can also save approximately 20% total on cost and installation of elements in your park. We would need approval from the City Attorney to make sure this type of purchasing would be feasible.
 
4. **EXPLORE ALTERNATIVE FUNDING SOURCES** – Look beyond the traditional budget by tapping into grants, public-private partnerships, or local sponsorship opportunities to fund park maintenance, renovations and improvements. Additionally, using public park land to lease or plan events that will bring in income from the locals. Tourism can contribute to the annual income
 

CONCLUSION

We are excited at the opportunity to help deliver this new park in Chico. We have spent time thoroughly assessing the proposal and feel we can deliver what we promise. It will be a pleasure working with CARD and Staff to deliver a top-notch park to this community. We are available and ready!

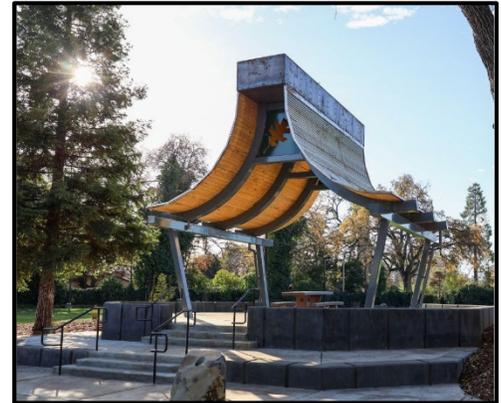
The Path to Success

SCOPE OF WORK

PROJECT UNDERSTANDING

Here's how we see your project – what you've defined and other elements that can add to the overall appeal of the project:

- ◆ Provide a pre-fabricated accessible and inclusive children's play structure with shade elements.
- ◆ Provide a high-level cost estimate for the project not to exceed \$5,000,000 which takes into account all construction, utility installation, permitting, and materials.
- ◆ Design three (3) natural turf youth softball field (boys/girls 12 and under) with spacing for two (2) soccer fields in the turf. Alternate option to include synthetic turf
- ◆ Install shaded picnic areas.
- ◆ Include disc golf baskets and practice area.
- ◆ Install a minimum of two basketball courts designed for multi-use which include futsal and roller hockey, including sports lighting.
- ◆ Landscaping with appropriate irrigation for turf and plantings
- ◆ Preserve a significant portion of existing trees for the provision of concrete walking path areas.
- ◆ Provide ADA accessible parking lots and pathways for ease of access to the grounds, looping to connect elements.
- ◆ Install curb, gutter, sidewalks and other improvements required by the City of Chico on the South and Eastern portions of the park.
- ◆ Install field lighting for softball and soccer fields.
- ◆ Install park and security lighting.
- ◆ Construct new 6ft high chain link and split rail fencing around the site.
- ◆ New parking lot (40 spaces) with drop-off area and driveways.
- ◆ Install park signage, wayfinding and interpretive panels consistent with existing concrete signage throughout the district.
- ◆ Incorporate wayfinding and interpretive panels in natural areas.
- ◆ Install a two-stall public restroom with attached mechanical room to accommodate the anticipated volume of park use.
- ◆ Additional alternatives include perimeter fitness stations along walkway, paved parking improvement to road base lot, efficient, modern, and inclusive features for CARD and CUSD land to provide recreational opportunities to the public and school district.
- ◆ Construct new ADA walkways for ease of access to the grounds, looping to connect elements.
- ◆ Construct new shaded picnic area with multiple tables for events, litter/recycling receptacles and easy to use accessible surfacing.
- ◆ Provide planting in natural areas with native plants and mulch.



Custom Shade Structure at Chapman Park

The following is an outline of the proposed scope of work to take your project from start to finish:

TASK 1 – PROJECT LAUNCH / COORDINATION and PROGRAM DEVELOPMENT

We feel the project launch sets the tone for a successful project. The prime consultant brings the key players from each team and meets with Chico Area Recreation and Park District's (CARD) project manager and assisting staff. We intend to meet with CARD after award to describe our approach in detail and then continue with monthly or bi-monthly meetings throughout the project as needed.

- 1.1 Meet with CARD and Team to confirm the scope of work, design needs and specific desires for the project, project schedule and other relevant information.
 - Meet with City of Chico Staff to discuss offsite improvements
- 1.2 Project Coordination and project meetings.
- 1.3 Create project design schedule and update throughout project for all design tasks.
- 1.4 Assign senior staff to perform Quality Assurance and Quality Control throughout project.
- 1.5 Engage with CARD Staff to assess needs of community.
- 1.6 Develop program of elements and prioritize CARD's wants.
 - Review previous outreach data to gain a complete understanding of the project.
 - Discuss all possible opportunities and study constraints directing the design.

TASK 2 – SITE ANALYSIS, DATA REVIEW and BASE MAP DEVELOPMENT

Team MDG will work with CARD to gain a full understanding of the site, review all available baseline information and advise on additional data needed before moving on to Conceptual Design.

- 2.1 Review previous documentation of site, including historical information, recent community surveys and any other existing information.
 - Review recent Parks and Recreation Master Plan.
 - Review CARD park map/analysis of existing programs, amenities and facilities.
 - Study all existing documents from the City of Chico, including deeds, maps, title reports, etc.
 - Review all environmental documents and code requirements.
- 2.2 Site Visit and Analysis – Onsite and surrounding analysis to confirm existing conditions.
 - Conduct a site visit and site meeting with CARD staff to review existing conditions and to discuss and map opportunities and constraints of the site.
 - Study all site elements, review aerial maps/drone footage, existing topographic and boundary surveys.
 - Study general grades for site and existing topography to understand the elevation challenges.
 - Confirm existing utilities and topography on plans and at the site, coordinate with PG&E and CalWater as needed.
 - Identify all onsite elements that are to remain and to be removed.
 - Identify offsite elements and utilities required for the park.
 - Obtain all site conditions including sun, wind, views, neighbors, traffic, future developments, etc.
- 2.3 Topographic and Boundary Survey – NorthStar to conduct a detailed survey of the site to assess existing conditions, including topography, soil composition, property lines, drainage patterns and existing flora and fauna.
 - Evaluate accessibility and safety concerns, ensuring compliance with ADA standards.
- 2.4 Base Map Development – Use Topographic and Boundary survey, existing plans, aerial photos, survey data and site measurements to develop Base Map.
 - Assess the condition and location of existing utilities.
 - Attend a second site visit and meeting for CARD Staff to review Team MDG's observations.
 - Create a Base Map suitable for use in presentations to CARD and public outreach meetings.
- 2.5 Geotechnical Services – Prepare a geotechnical report of the site including foundation design parameters, bearing capacity, recommendations for soil treatment, trenching, shoring, and subgrade preparation.
 - Conduct soil sampling and testing.
 - Submit a comprehensive Geotechnical Investigation Report, including soil profiles, boring logs, location maps and recommendations for design and construction.

DELIVERABLES:

- Two (2) site visits/meetings
- Topographic and Boundary Survey
- Geotechnical Report
- Base Map

TASK 3 – CONCEPTUAL DESIGN and COST ANALYSIS

Team MDG works with CARD in a collaborative process to first identify their needs and wants, then create a prioritized program that best represents these. This phase includes multiple alternative layouts and elements to provide an engaging design process. If needed, and if time allows, Team MDG can also hold public outreach events to include input from the community into the design process.

- 3.1 Conduct two (2) meetings; one (1) with CARD, and one (1) with the City, to review overall project goals, opportunities and constraints and to establish preliminary design.
 - Review previously collected outreach data, stakeholder priorities, recommended design theories and financial analysis with CARD. Refine features and amenities based on the direction from CARD.
- 3.2 Develop two (2) refined conceptual designs and financial analyses for review.
 - Include all elements of the proposed program - Plan view schematic plan with descriptions of all elements.
 - Provide alternative options for key areas that warrant study.
 - Develop architectural concepts for all structures.
 - Include interrelationships between facilities and interaction between primary pedestrian and vehicular circulation patterns and facilities.
 - Consider sustainable design to incorporate green infrastructure practices, such open swales, stormwater detention, rain gardens and natural climate landscaping.
- 3.3 Develop a preliminary cost estimate for each option that does not exceed \$5 million.
 - Develop detailed operational cost estimates for each option.
- 3.4 Present two (2) revised conceptual designs and cost estimate to CARD Staff for review and comment.
 - Assess design options, concepts and re-assess prioritized elements.
 - CARD to provide additional direction and comment.
- 3.5 Conduct a public meeting with the community and CARD Staff to present the site analysis and Conceptual Design alternatives and gain input.
- 3.6 Refine the design program based on public input and prepare a summary report for presentation and discussion with CARD Staff. Gain consensus on the one preferred alternative.
 - Meet with CARD to review design. Make revisions and resubmit during Schematic Design process.
- 3.7 Prepare modifications to the Conceptual Design to reflect input from both groups and merge into one preferred main design going forward.
- 3.8 Complete the final Conceptual Design for the following design development and construction drawings phases.

DELIVERABLES:

- Three (3) in-person or virtual meetings
- Two (2) Conceptual Design options with optional elements in key areas
- Preferred Conceptual Design
- Preliminary Cost Estimate
- Preliminary Operational Costs

TASK 4 – SCHEMATIC DESIGN (35%) and DESIGN DEVELOPMENT (65%)

We have narrowed the alternatives to one design and are ready to proceed with Schematic Design and Design Development. This phase will involve detailed studies of the preferred design, incorporating all disciplines, best practices, models, and methods to evaluate and value engineer the project while ensuring QA/QC throughout.

- 4.1 Develop a more detailed plan for the preferred design, noting the size, orientation and configuration of major park amenities and/or facilities.
 - Include alternatives for elements where needed based on previous input.
- 4.2 Develop a digitized Concept Plan and 3D Rendering at 35% completion.
- 4.3 Meet with CARD in person to review the Concept Plan and alternative elements.

- Finalize elements and identify phasing priorities.
- 4.4 Adjust the Concept Plan based on selection of final elements and phasing priorities.
- 4.5 Refine the Cost Estimate based on selection of final elements.
- 4.6 Develop the Concept Plan and 3D Rendering at 65% completion.
- 4.7 Present Final Concept Plan and Cost Estimate to CARD in person for feedback and direction. Gain approval to move on to 95% and 100%-Final Construction Drawings.

DELIVERABLES:

- Two (2) In-Person plan review meetings (additional virtual meetings, as needed).
- Final illustrative Concept Plan.
- Revised Cost Estimate.

TASK 5 – CONSTRUCTION DRAWINGS, SPECIFICATIONS and SUBMITTALS (95% and 100%)

After Design Development approvals, Team MDG will dive into creating a clean and detailed set of plans, specifications and estimates (PS&Es).

- 5.1 DEMOLITION PLAN – Show location of all elements that require removal and offsite disposal.
- 5.2 GRADING and DRAINAGE PLAN – Provide a detailed grading and drainage plan.
 - Show grades at all key points and general topography
 - Identify areas requiring imported soil for better drainage and plant health.
 - Show new drainage patterns with slopes and compaction.
 - Identify all landscape mounds and earth shapes.
- 5.3 SITE LIGHTING PLAN – Lighting location and fixture type. Coordinate all electrical fixtures, play and security lighting in landscape.
 - Electrical requirements and points of connection for walkway lights, landscape lighting, irrigation controller, restroom building and solar if possible.
- 5.4 SPORT FIELD LIGHTING PLAN – Lighting location and fixture type for sport fields.
- 5.5 STRUCTURAL PLAN – Necessary structural calculations for footings for restroom building and other structures.
- 5.6 CONSTRUCTION PLAN – Show location and layout of all proposed hardscape, grading, drainage and utilities. Include details of all proposed elements and engineering as necessary.
 - Identify all paving locations, types, finish and detail reference.
 - Locate all existing conditions to remain including utilities.
 - Sanitary/storm sewer requirements and points of connection.
 - Domestic water requirements and points of connection.
 - Identify all material types and installation details.
- 5.7 IRRIGATION PLAN – Irrigation plan with complete water use information including all water use calculations for all planting areas.
 - Identify all irrigation water use zones (trees, shrubs and ground covers) along with mainline, new and existing valves, point of connection and meters.
 - Show new valves, flow valves and controller layout.
- 5.8 WATER USE CALCULATIONS, SCHEDULING and GUIDELINES – Provide water use calculations, scheduling and guidelines.
 - Provide water use calculations identifying maximum applied water allowance and quantity of water use.
 - Develop water use schedule with seasonal adjustments along with estimated water use calculations.
- 5.9 LANDSCAPING, HARDSCAPING and PLANTING PLAN – Identify all proposed plant species, water use, size and type.
 - Drought tolerant, low-maintenance adaptive plants and California natives where possible.
 - Material description and specification of all hardscapes.

- Ensure inclusive and accessible play elements are added to playground design.
 - Ensure and facilitate playground passes inspection and audit.
 - Provide all surface material, gravel, boulders, etc.
- 5.10 DETAIL SHEETS – Construction details of all proposed elements.
- 5.11 TECHNICAL SPECIFICATIONS – Prepare preliminary technical specifications in book form to describe required materials, workmanship, construction, grading, planting and irrigation techniques. Include requirements for contractor-supplied as-built drawings.
- 5.12 COST ESTIMATE – Detailed cost estimate to verify budget and bid documents for all tasks listed above, broken down by each phase.
- 5.13 CALCULATIONS – Full calculations for structural design.
- 5.14 SUBMITTAL – Sets of development plans for CARD; revise construction documents, as required, for approval.
- Prepare 95% complete Construction Drawings, Technical Specifications and Cost Estimate.
 - Prepare 100%-Final complete Construction Drawings, Technical Specifications and Cost Estimate.
 - If requested, incorporate specifications and bid form into CARD’s general conditions to form a complete bid package.
- 5.15 Submittal Review (95%) – CARD to review 95% submittal package.
- 5.16 Submittal Review (100%-Final) – CARD to review 100%-Final submittal package.

DELIVERABLES:

- Final Construction Plans – 95% and 100%-Final
- Final Cost Estimate
- Final Specifications
- Final Calculations
- Final Reports
- Bid Forms

TASK 6 – BID ADMINISTRATION

Coordinate with CARD Staff to complete the scheduling of the bid process and throughout the bid process, including bid review and contractor selection.

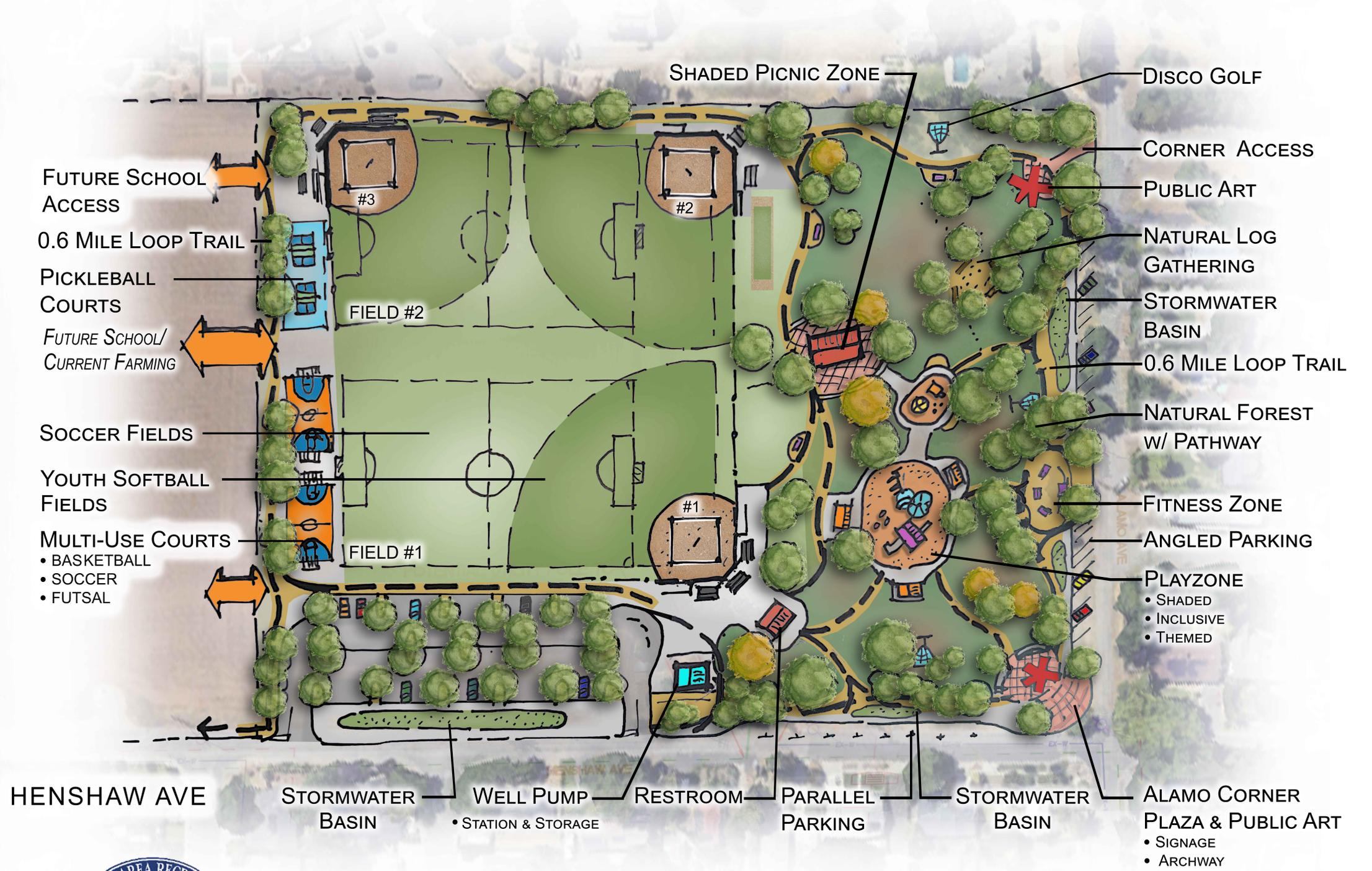
- 6.1 Prepare PDF plan set, bid sheet and schedule to include in Bid Documents.
- 6.2 Prepare content of Bid Documents, Notice to Contractors, and Special and General Provisions.
- CARD to publish Bid Documents and collect bids from contractors.
- 6.3 Attend Pre-Bid walk meeting and review plans.
- 6.4 Provide Addenda and Request for Information (RFIs) – Provide clarifications of the construction documents to contractors.
- 6.5 Review bids with CARD to verify that they conform to standards set forth in the specifications of the Project.
- 6.6 Review and negotiate contracts with the selected contractor(s) to ensure alignment with project goals.

TASK 7 – CONSTRUCTION ADMINISTRATION

Construction administration is crucial to completing the process. Our documents are set up to cover all aspects of the installation. Clean plans, legends, details and specifications provide the contractor and project manager with the tools needed to facilitate a smooth building process. Team MDG will support CARD’s Staff throughout the process. Communication and schedule updates are key elements.

- 7.1 Identify all local, state, and federal regulations affecting park development, including zoning laws and environmental protections.
- 7.2 Prepare all necessary documentation for permits, including environmental assessments, if required.
- 7.3 Act as the primary contact with regulatory agencies and the Contractor, addressing any questions or concerns that arise during the permitting process.

- 7.4 Team MDG will review and accept or deny required contractor submittals, cutsheets and samples for all disciplines, ensuring timely submissions and follow-ups to minimize project delays.
- 7.5 Pre-Construction Meeting and Regular Construction Progress Meetings to monitor construction progress, quality and adherence to design specifications.
- 7.6 Maintain detailed records of construction activities, including meeting minutes, daily reports, correspondence and change orders.
- 7.7 Address any design-related issues or changes that arise during construction.
- 7.8 Conduct and/or contract necessary inspections including a final walkthrough to ensure that the project meets all design and quality standards.
 - Grading, Utilities, Lighting, Irrigation, Planting, etc.
 - Pre-maintenance period observation and punchlist to confirm completion.
 - Final walk through/post-maintenance period punchlist.
- 7.9 Review updated As-Built record drawings reflecting any changes made during construction.
- 7.10 Help with any post-construction inquiries or issues related to the design.
- 7.11 Provide CARD with consistent updates and progress reports on project progress, challenges and key milestones.
- 7.12 Facilitate communication between all parties involved, including contractors, CARD and regulatory bodies.
- 7.13 Ensure the delivery of a comprehensive package including As-Built drawings, operations and maintenance guidelines, and training of CARD Staff on equipment.
- 7.14 Clearly define the fee structure for services rendered, including any additional costs for extra services or changes.
- 7.15 Final walk and sign off on project.
- 7.16 Provide Certificate of Completion for Construction.



CARD - HENSHAW PARK

CONCEPTUAL PROJECT RENDERING

NOT TO SCALE
CHICO, CA



R457 12.18.24

Project Cost		
Henshaw Park Project	<u>Preliminary Investigation</u>	\$65,000.00
	<u>Conceptual Design</u> a) Provide high level cost estimate b) Community Review c) Board Review d) Revision	\$32,000.00
	<u>Schematic Design</u> a) 35% Drawing Completion Approval stage with Cost Estimate	\$28,500.00
	<u>Design Development</u> a) 65% Drawing Completion Approval stage	\$34,000.00
	<u>Construction Drawings</u> a) 95% Completion and 100% Completion and Approval	\$150,000.00
	<u>Bid Review and Contractor Selection</u> a) Document Preparation b) Support for Bid Administration and Award	\$7,500.00
	<u>Construction Administration</u> (including inspections and sign off)	\$28,500.00
	Other Soft Costs	\$0.00
	Subtotal Design Phase (Not-to-Exceed)	\$
	Projected Annual Costs of Design *Removed as a requirement of proposal per Response to questions #5 issued 12/6/2024	N/A
	Total Design Cost Not to Exceed (Must Include All Scope of Services Items identified in RFP).	Total \$345,500.00

SCOPE OF WORK - EXEMPTIONS/ASSUMPTIONS:

*** MDG is willing to negotiate scope and fee during discussion if CARD deems the scope and fee requires adjustment**

*Geotechnical Reports are available from adjacent sites that can be used for project.

*Record of Survey is include as required per legal requirements, this can be eliminated if CARD can provide the boundary.

* Artistic specialists are available for the project. They will be added if there scope of work upon approval by CARD.

*As-built plans for the existing well will be provided by CUSD or by County of Butte.

* Well is assumed to have all needed volume and pressure per CUSD. Well house and pump modifications are not included.

* The Environmental documents and biological studies for the project are not included and will be considered an added scope if needed.

* The CARD pays for all plan review/permit fees, including environmental permitting, etc., and will provide timely review of submittals to maintain the Project Schedule. If

* CARD will pay all fees from the utility agencies to obtain all necessary relocation and/or extension of utilities.

* Potholing or physical utility location by Civil Engineer is not believed necessary; Contractor is required to locate all utilities prior to construction.

* Traffic control plans and acquisitions of right-of-way or easements are not included.

* CARD will support costs and addresses for online survey, mailing and advertising for public outreach if one is required.

* All additional work outside the scope will be considered additional services and will require approval in writing from CARD.

*NOTE: Bidders can use the remaining space to provide additional scope items



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

8/29/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

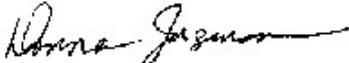
PRODUCER InterWest Insurance Services, LLC P.O. Box 8110 Chico CA 95927-8110 License#: 0B01094 MELTDES-01	CONTACT NAME: PHONE (A/C, No, Ext): 530-895-1010 FAX (A/C, No): 530-895-3165 E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	NAIC #
INSURED Melton Design Group Inc. 820 Broadway Street Chico CA 95928	INSURER A: Valley Forge Insurance Co 20508	
	INSURER B: Security National Insurance Co 19879	
	INSURER C: U.S. Specialty Insurance Company 29599	
	INSURER D:	
	INSURER E:	
INSURER F:		

COVERAGES **CERTIFICATE NUMBER:** 1523764116 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:	N	N	B7013372070	9/12/2024	9/12/2025	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000 \$
A	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			B7013372070	9/12/2024	9/12/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N N/A (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			SWC1509250	9/12/2024	9/12/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	Professional liability			USS2434402	1/30/2024	1/30/2025	Occurrence 2,000,000 Aggregate 2,000,000 Deductible 5,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Professional Liability is Claims Made, Prior Acts Retroactive date is 01/01/2011.
 *** Confirmation of Coverage ***

CERTIFICATE HOLDER Melton Design Group 820 Broadway St. Chico CA 95928 United States	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
10/25/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Dan Normoyle License #0C15918 1833 Iron Point Rd Ste 180 Folsom, CA 95630 www.DanNormoyle.com 	CONTACT NAME: PHONE (A/C, No. Ext): (916) 608-2600 E-MAIL ADDRESS: service@dannormoyle.com	FAX (A/C, No): (916) 608-2603													
	<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A : State Farm General Insurance Company</td> <td>25151</td> </tr> <tr> <td>INSURER B : State Farm Mutual Automobile Insurance Company</td> <td>25178</td> </tr> <tr> <td>INSURER C : State Farm Fire and Casualty Company</td> <td>25143</td> </tr> <tr> <td>INSURER D :</td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </tbody> </table>		INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : State Farm General Insurance Company	25151	INSURER B : State Farm Mutual Automobile Insurance Company	25178	INSURER C : State Farm Fire and Casualty Company	25143	INSURER D :		INSURER E :		INSURER F :
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INSURER E :															
INSURER F :															
INSURED Melton Design Group Inc. 820 Broadway St. Chico, CA 95928															

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

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	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$	<input type="checkbox"/>	<input type="checkbox"/>				EACH OCCURRENCE \$ AGGREGATE \$ \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICE/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/>	<input type="checkbox"/>				WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

CERTIFICATE HOLDER

CANCELLATION

	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

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REQUEST FOR PROPOSALS OF DESIGN-SPECIFICATION ENTITIES

HENSHAW PARK PROJECT

CHICO AREA RECREATION AND PARK DISTRICT

DECEMBER 18, 2024

CONFLUENCE

307 N MICHIGAN AVENUE, SUITE 601
CHICAGO, ILLINOIS 60601
312.663.5494
WWW.THINKCONFLUENCE.COM

In association with: Rolls, Anderson, Rolls | Gary Hawkins Architects | Blundall Associates | Ballard*King | NV5

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December 18, 2024

Attn: Luke Pyle
Project Manager
Chico Area Recreation & Park District
545 Vallombrosa Ave
Chico, CA 95926

CONFLUENCE

RE: PROPOSAL SUBMISSION – HENSHAW PARK PROJECT

Dear Luke,

We are excited to present our proposal for the Henshaw Park Project. At Confluence, we take great pride in creating parks and recreation facilities that not only reflect the unique history and values of a community but also leave a lasting positive impact. For this project, we have assembled a multidisciplinary team that combines Confluence's national parks and recreation expertise with the local insights needed to deliver tailored and innovative solutions for the Chico Area Recreation and Park District (CARD).

Our team of Landscape Architects brings extensive experience in designing parks, trails, athletic facilities, and open spaces, with a proven track record of translating creative concepts into functional and successful built environments. Notably, our collaboration with CARD over the past year on the new aquatic facility has deepened our understanding of your vision and expectations, allowing us to bring unmatched alignment and commitment to the Henshaw Park Project.

To ensure a comprehensive and seamless approach, we are partnering with Rolls, Anderson & Rolls Civil Engineers, and Gary Hawkins for architectural support. Additionally, Ballard*King Associates will assist with life-cycle analysis, Blundall Associates will handle cost estimating, and NV5 will provide geotechnical services. Structural and MEP engineering will be integrated into the architectural framework. These partnerships, built on established relationships both with CARD and among our team members, enable us to move efficiently from programming to design while minimizing overhead costs—particularly given the parallel construction schedule for the aquatic facility.

Our preliminary understanding of community feedback suggests a strong desire for trails and natural areas amid the existing trees in the north half of the property, complemented by shaded spaces for picnicking and flexible areas for sports and recreation. By leveraging partnerships with the school district, this project presents an exciting opportunity to create a vibrant, multigenerational park that will serve both local neighborhoods and the wider Chico community.

The Confluence team recognizes the significance of CARD's investment in this project, and we are committed to equipping you with the tools and insights necessary to make informed, long-term decisions.

Our proposal is valid for 90-days from the above date and we have no conflicts of interest in performing this work.

Thank you for considering our team for this important project. We would be delighted to discuss our qualifications and proposal with you in greater detail. Should you have any questions or require additional information, please feel free to reach out to me directly.

We look forward to the opportunity to partner with you in bringing this vision to life.

Respectfully
Confluence



Terry Berkbuegler, PLA, ASLA, LEED GA
Senior Principal / Senior Vice President
terryb@thinkconfluence.com
816.729.0882



CONFLUENCE . | FIRM PROFILE

WHO WE ARE

Confluence is a professional consulting firm comprised of landscape architects, urban designers and planners. Our staff of 75+ includes 40 licensed landscape architects and AICP certified planners—and our firm is comprised of energetic, creative, and passionate people who are involved in making our communities better places to live. We assist our clients on a wide range of public, educational, institutional and private sector projects. Our landscape architects are licensed to practice in Alaska, Arkansas, California, Colorado, Connecticut, Georgia, Kansas, Idaho, Illinois, Iowa, Michigan, Minnesota, Missouri, Montana, Nebraska, New Mexico, Nevada, North Dakota, Ohio, Pennsylvania, South Dakota, Tennessee, Texas, Utah, Wisconsin, and Wyoming—and this list continues to grow to meet our clients’ needs.

WHAT WE DO

Simply stated—we create places full of life. The diversity of our work and expertise has become a hallmark of our firm, and it’s a big reason why our clients engage us again and again to help establish their next creative vision for the future. We offer a wide array of design and planning capabilities, handling everything from stakeholder and community engagement activities, to crafting urban design and community planning solutions, to representing our clients during construction implementation. With over twenty years of award-winning experience and hundreds of completed projects, Confluence has shaped the practice of landscape architecture, planning and urban design across the Midwest, and we love what we do. *What can we do for you?*

HOW WE WORK

Our creative process is focused on collaboration and insightful interaction with our clients, consultants and the community in which we work. We begin by gaining an insightful and objective understanding of each project, including how it fits into the surrounding context. From vision to completion, our team excels in collaborating to shape and achieve your “what’s next”—while also planning ahead on your long-term strategy. The diversity of our practice and professional experience provides a solid framework upon which to build successful strategies for achieving our client’s goals.

LOCATIONS

CHICAGO

307 N Michigan Avenue, Suite 601
Chicago, Illinois 60601
312.663.5494
thinkconfluence.com

Des Moines

Sioux Falls

Kansas City

Cedar Rapids

Minneapolis

Omaha

Fargo

Denver

9 OFFICES
ACROSS THE MIDWEST



4000+
PROJECTS
FROM COAST TO COAST

25 YEARS
CREATING PLACES FULL OF LIFE





LOCATION

CHICO

115 Yellowstone Drive
Chico, CA 95973-5811
530.895.1422
mail@rarcivil.com



RAR was founded in 1971 as Ellis Rolls & Associates, a Sole Proprietorship. In 1973 the firm became a California Corporation and the current company name of Rolls, Anderson & Rolls (RAR) was created. Since then, RAR has been providing a broad range of engineering and surveying services to both public and private clients. In addition, RAR has been providing consulting city engineering and surveying services to multiple Northern California agencies since 1971. We have extensive experience providing municipal agencies with prompt and professional assistance with the many facets of engineering and surveying including: topographic and boundary surveying, design and preparation of plans for municipal infrastructure projects, private residential, commercial, industrial and agricultural developments and educational facilities. We prepare bidding and contract documents, conduct public bid openings, perform construction inspections, contract administration, construction staking and assist with various governmental processes. RAR has experience with and is capable of providing services that comply with federal and state funding requirements. Currently RAR provides consulting and on-call city engineering and/or surveying services for the cities of Chico, Oroville, Live Oak, Orland, Tehama, Davis, and the County of Butte.

RAR's professional staff includes five registered civil engineers and four registered land surveyors that provide many years of experience to projects. Supporting staff includes assistant engineers, engineering technicians, AutoCAD drafting technicians, and field surveyors. Three of our engineers are Qualified SWPPP Developers (QSD's) that are certified to prepare and design Storm Water Pollution Prevention Plans (SWPPPs) and perform site inspections and stormwater sampling during construction as required by the State Water Resources Control Board Construction General Permit. Staff members are combined into project teams and are committed and available as needed for specific projects. RAR has only one office located in Chico, California. Specific company capabilities that can be provided by RAR include:

SURVEYING SERVICES

- Topographic surveying
- Right-of-way and easement surveying
- Boundary surveying
- GPS surveying
- Construction staking
- Obtaining aerial images and topographic survey data utilizing a drone
- Survey mapping
- Preparation of Records of Survey
- Preparation of legal descriptions

ENGINEERING SERVICES

- Roadway design
- Parking facility design
- Asphalt concrete and portland cement concrete pavement design
- A.D.A. accessibility design
- Storm drainage hydrologic and hydraulic analysis and design
- Stormwater detention facility design
- Sanitary sewer infrastructure design
- Water distribution design
- Pumping facilities
- Retaining wall design
- Preparing erosion and sediment control plans and SWPPP's
- Preparing contract specifications
- Preparing construction quantity and cost estimates



LOCATION

CHICO

3045 Ceres Avenue, Suite 135, Chico, CA 95973
530.892.2700
info@ghachico.com



STATEMENT OF QUALIFICATIONS

Project Personnel, Qualifications, and Experience

1. Gary Hawkins - Architect, California License# C 18693
 - Architectural Design, Structural Engineering, and Energy Calculations
 - California Polytechnic State University, SLO: BS in Architecture, 1979
 - California State Board of Architecture Examiners, 1987
 - Current on all ADA/Accessibility standards and CA req. continued education.
 - Role: Project Architect.
2. Gabriel Crown – Senior Drafter
 - DataCAD drafting, Color Rendering Specialist
 - California State University, Chico: BS in Communication Design
 - Focus on commercial and multi-family design.
 - Role: Drafting, subcontractor coordination.
3. Jessica Hawkins - Office Manager
 - Accounting, Payroll, Contract Billing, Correspondence, Office Management
 - Feather River College, Quincy: Business and Management (2002)
 - Butte College JC, Chico: Accounting/ Business 2002-2004
 - Role: Contract execution, billing, scheduling and team communication.
4. Sean R. Tichenor, PE, California License# M31176 (1999-Present)
 - Nevada License# 016552 (2004-Present)
 - Oregon License# 90924 (2016-Present)
 - Mechanical, Plumbing Engineering, and Energy Calculations
 - California State University, Sacramento, CA: BS in Mechanical Engineering, 1994
 - American Society of Heating, Refrigeration and Air Conditioning Engineers
 - California Society for Healthcare Engineering
 - LEED AP
 - Work Experience: Peter's Engineering – Sacramento, CA – 2000 - Present
 - Role: Project MEP/ Energy Compliance Engineer
5. Chad Ratzlaff – Civil Engineer – California License C64399 – October 2002
 - California State University Chico – BS Civil Engineering 1996
 - Work Experience: Roberts Consulting Engineering – Chico, CA - 1996-2004
 - Vertech Engineering – Chico, CA - 2004-2010
 - Rancho Engineering – Paradise, CA - 2010-2013
 - Sequoia Engineering – Chico, CA – 2013 – Present
 - Role: Project Civil Engineer (Structural)

BLUNDALL ASSOCIATES, INC.

LOCATION

FORT WAYNE

7223 Engle Road, Suite 215
Fort Wayne, IN 46804-2239
260.489.8444
www.blundall.com



Blundall Associates, Inc., is in its 44th year of providing cost consulting and project management services for a wide range of commercial, institutional, and industrial clients. In a typical year we prepare estimates for projects in excess of 2 billion dollars in total value for clients in multiple states. We have now successfully completed projects in over 40 states.

Our full-time staff includes seven professional estimators, two interns, and a business manager/administrative assistant. All of our senior full-time estimators have a relevant college education and at least five years of experience in the construction industry and/or the professional construction cost consulting/estimating field. We are a full-service practice; our in-house staff prepares estimates for all architectural and engineering disciplines, including mechanical, electrical and site development trades. Our estimates are prepared using state-of-the-art electronic take off software integrated with our custom designed MS Excel spreadsheets.

An independent cost analysis by Blundall Associates, Inc., provides an objective review of project costs based on the construction market in the region in which the project is located without any preconceived ideas as to the optimum project design solutions. This allows building owners and designers to objectively evaluate base designs and design alternatives and to confidently proceed with bidding or negotiating their project.

Our company was established in 1979, and we are still providing services for many of our initial clients. Since our inception our business volume and client base have increased steadily from year to year with virtually no business marketing. Our continued growth is achieved solely by client retention and referrals. We have consistently provided estimates that closely reflect the final bid results, and the successful bids are usually under our estimates. We feel that our ability to maintain long-term relationships with most of our clients is an excellent indication of the quality of our company and the services that we continue to provide.

Blundall Associates, Inc., is a corporate member of The Association for the Advancement of Cost Engineering, the American Society of Professional Estimators, The Consulting Estimators Roundtable and the U.S. Green Building Council. Through the American Society of Professional Estimators, three members of our staff have achieved the designation of Certified Professional Estimator and three others are Associate Estimating Professionals working towards full certification. Our staff also includes LEED Accredited Professional personnel.



LOCATION

HIGHLANDS RANCH
2743 E. Ravenhill Circle
Highlands Ranch, CO 80126
303.470.8661
BKA@ballardking.com



As a company, Ballard*King & Associates (BK) has achieved over 30 years of success by listening and coaching our clients, and realizing that each client's needs are specific and unique. We have completed over 800 recreation facility projects in 50 states and we have working relationships with more than 100 architects from coast-to-coast. We are frequently invited to speak at state and national industry conferences and have been honored to be the recipient of five Athletic Business "Facilities of Merit" awards.

Ballard*King is nationally respected as experts in the field of strategic operational, feasibility studies and master plans for new and existing sports, parks, fitness, aquatic, ice skating and recreation facilities. Our client base includes public agencies, colleges and universities, the non-profit sector and private entities.

Ballard*King & Associates provides the following services:

- Feasibility studies and master plans for new or renovated aquatic or recreation facilities with a strong emphasis on operations, proformas, and organizational planning.
- Operational assessments for existing parks and recreation facilities and agencies focusing on organizational and management practices.
- Public input processes including community meetings, focus groups, stakeholder meetings and survey administration.
- Partnership and funding plans for recreation facilities and programs.
- Benchmarking and best practices research for agencies.
- Economic impact studies for new and existing sports and recreation services and facilities.

Our team members all have direct experience in the opening, operation and management of indoor and outdoor recreation facilities from full service recreation centers, to aquatic facilities and ice rinks. In addition, our staff has direct experience in the delivery of diverse recreation programs and services.

Our vast practical experience in the recreation industry enables us to guide clients through the challenges of developing master plans and operating recreation facilities and services. From pinpointing specifics to broad visions, Ballard*King & Associates provides meaningful analysis, thoughtful consideration, expertise and services to ensure the long-term sustainability and success of your project. Our top concern is the client's best interests and we have a keen awareness of the impact a sports or recreational park or facility has on a community and subsequently the department that operates it. We aim to help our clients see the full potential of their project by providing trustworthy services to achieve their goal.



NV5

LOCATION

CHICO

48 Bellarmine Court, Suite 40
Chico, California 95928
530.894.2487



Founded in 1949, NV5 specializes in geotechnical engineering, environmental engineering, and construction quality assurance (CQA), including materials testing and special inspection for public and private projects. NV5 is globally a multi-discipline consulting firm providing engineering and consulting services under six verticals: Testing Inspection & Consulting; Infrastructure; Utility Services; Program Management; Environmental Solutions; and Geospatial Technology. Locally, Holdrege & Kull (H&K) was founded in 1993, and expanded in Chico in 2003. H&K joined NV5 in 2017, which increased our resources and breadth of expertise.

NV5 is a nationally recognized consulting firm, and we have earned a reputation for delivering quality service at reasonable costs, taking pride in helping our clients develop and deliver cost-effective, sustainable projects that improve lives in our communities. We approach our design projects from the standpoint of value engineering, providing innovative and efficient solutions for project-specific challenge.

NV5's diverse experience covers all facets of construction, including K-12 schools, colleges and universities, industrial sites, medical facilities, military facilities, parks, infrastructure, and commercial and high-rise structures. Our CQA services include field and laboratory services, source inspection and testing.

Locally, NV5 provides geotechnical engineering, environmental engineering, and construction quality assurance services for public and private projects. Our construction quality assurance services, including materials testing and inspection, are supported by our materials testing laboratories, which are fully approved by DSA, Caltrans, AASHTO, OSHPD, and the Army Corp of Engineers.

AWARDS

NV5's high profile projects and driven designers and personnel continually place NV5 at the top of the most recognizable organization lists in the nation:

- #27 on the ENR Top 500 Design Firms list
- #14 on the ENR Top 100 Pure Designers list
- #1 on Zweig Group's Hot Firm List
- #19 on Consulting-Specifying Engineer Magazine's MEP Giants List
- #10 on Consulting-Specifying Engineer Magazine's Commissioning Giants List
- #83 on Fortune Magazine's 100 Fastest Growing Companies List



SIZE OF COMPANY

NV5 operates our business through a network of over 100 offices located throughout North America and Asia. At present, we have over 3,300 employees. Quality assurance starts before construction begins, and NV5's Testing, Inspection and Consulting vertical is a professional service division comprised of geotechnical engineers, civil engineers, geologists, special inspectors, concrete and soil technicians, and other specialties. Our Geotechnical Engineering department has more than 220 individuals, including 150 field personnel dedicated to inspections and testing, staffed throughout California servicing the needs of our clients. NV5's northern California branch offices have over 50 employees, with 16 professionals and engineering technicians in the Chico office and laboratory, supporting NV5's Testing, Inspection & Consulting vertical.

KEY STAFF AVAILABILITY

All key staff indicated in the organization chart have the capacity and availability in their schedules to begin work on your project immediately. While there will likely be additional staff involved in a supportive role on this project, the key team members listed will be involved throughout the duration of the project. By selecting Confluence, you are selecting a team with 9 offices and a staff of over 75+ people. We have a long history of meeting project timelines and are dedicated to meeting all of your schedule needs and project expectations and will staff this project as needed.



TERRY BERKBUEGLER, ASLA, PLA, LEED AP PRINCIPAL-IN-CHARGE

PROFESSIONAL + CIVIC AFFILIATIONS

American Society of Landscape Architects, Prairie Gateway Chapter

Past President / 2002 to 2003

President / 2001 to 2002

Treasurer / 1998 to 2001

Association for Strategic Planning

US Green Building Council / Corporate Member

Society for College & University Planning / #51442

CURRENT + NOTABLE PROJECT EXPERIENCE

CARD Aquatic and Recreation Center / Chico, California

Wilder Bluff Park / Shawnee, Kansas

Hawk Ridge Park / Raymore, Missouri

Cedar Niles Park / Johnson County, Kansas

Frank Olson Park Planning / Sioux Falls, South Dakota

Kollar Pond - Phase 1 / Streamwood, Illinois

Missouri Innovation Park / Blue Springs, Missouri

Lincolnwood Recreation Cntr & Aquatic Cntr Feasibility Study / Lincolnwood, Illinois

Mt. Prospect Park District Comprehensive Master Plan /

Round Lake Area Park District Master Plan /

Jesse James Park Amphitheater / Kearney, Missouri

Garden Rapids at the Big Pool / Garden City, Kansas

Outdoor Aquatics + Athletic Field Facilities / Grandview, Missouri

Legacy Park Wayfinding / Lee's Summit, Missouri

Merriam Park Facilities Master Plan / Merriam, Kansas

Garden City Parks/Recreation Master Plan / Garden City, Kansas

Mission Parks Master Plans / Mission, Kansas

Bloomington Service Area Planning / Bloomington, Minnesota

Mingo National Wildlife Refuge Headquarters + Visitors Center / Puxico, Missouri

KCK Community Center / Kansas City, Kansas

Lee's Summit Recreation Center/ Longview / Lee's Summit, Missouri



Terry brings hard work, the pursuit of design excellence and a tireless commitment to client satisfaction to all of his projects. His direct and personal communication leads to strong relationships and successful projects while inspiring loyalty in so many of our clients.

PROFESSIONAL EXPERIENCE

32 years of Experience

20 years with Confluence

EDUCATION

Kansas State University, BA,
Landscape Architecture / 1992

PROFESSIONAL REGISTRATIONS

Licensed Professional
Landscape Architect:

- Illinois / 157.001823
- Kansas / #568
- Missouri / #179

CLARB Certified

LEED Accredited Professional

True Colors International Certified
Facilitator

DEVON DILLINGER, ASLA, PLA, SITES PLA PROJECT MANAGER

PROFESSIONAL + CIVIC AFFILIATIONS

American Society of Landscape Architects, Illinois Chapter / Member

American Society of Landscape Architects, Iowa Chapter

- President Elect 2021-2022
- President 2022-2023
- Immediate Past President 2023-2024

Council of Landscape Architectural Registration Board / Job Task Analysis Focus Group Member / 2020

American Society of Landscape Architects / Licensure and State Advocacy Advisory Committee Member / 2021 to Present

CURRENT + NOTABLE PROJECT EXPERIENCE

CARD Aquatic and Recreation Center / Chico, California

Lincolnwood Recreation Cntr & Aquatic Cntr Feasibility Study / Lincolnwood, Illinois

Pro Iowa Soccer Stadium / Des Moines, Iowa

Iowa State University: North End Zone and Sports Performance Center / Ames, Iowa

701 Walnut Urban Park / Des Moines, Iowa

Des Moines Golf and Country Club - SD / West Des Moines, Iowa

Hickory Glen Park / Pleasant Hill, Iowa

Hickory Glen Park Building / Pleasant Hill, Iowa

Des Moines Social Club Courtyard / Des Moines, Iowa

Roselle - Petal Porch, Promenade, and Plaza / Roselle, Illinois

Roselle - Petal Porch, Promenade, and Plaza Signage / Roselle, Illinois

Nature Sacred / Chicago, Illinois

Pleasant Hill Public Safety / Pleasant Hill, Iowa

- Fire Department
- Public Safety Facilities

Bondurant Emergency Services Facility / Bondurant, Iowa

Heritage at Grimes / Grimes, Iowa

Grinnell Community Schools / Grinnell, Iowa

Des Moines Social Club Courtyard / Des Moines, Iowa

Grinnell College Civic Engagement Quad / Grinnell, Iowa

Grimes Fire Station / Grimes, Iowa

Sioux Center High School / Sioux Center, Iowa

Waukee Public Safety Building / Waukee, Iowa

Urban Dreams Wellmark Community Center / Des Moines, Iowa



Devon ensures that his work is sensitive to the concerns and needs of the user, combines use and art, and influences future generations with design and physical form.

PROFESSIONAL EXPERIENCE

15 years of Experience

5 years with Confluence

EDUCATION

Texas A&M University - College Station, BLA, Landscape Architecture / 2009

Akademie fur Internationale Bildung Study Abroad Program, BLA, Landscape Architecture + Urban Design / 2008

PROFESSIONAL REGISTRATIONS

Licensed Professional Landscape Architect:

- Iowa / #LA00709
- North Dakota / #166
- Texas / #2854
- Utah / #9174028-5301
- Illinois / #1768
- Maryland / #4323

CLARB Certified
SITES AP

HANK MOYERS, PLA, ASLA

PARK LANDSCAPE ARCHITECT

PROFESSIONAL + CIVIC AFFILIATIONS

American Society of Landscape Architects, Prairie Gateway Chapter / Member

Kansas Recreation & Park Association (KRPA) / Member

Missouri Park & Recreation Association (MPRA) / Member

Olathe Chamber of Commerce

- Member
- Leadership Olathe / Class of 2018

CURRENT + NOTABLE PROJECT EXPERIENCE

CARD Aquatic and Recreation Center / Chico, California

Old Mill & Wilbur Young Park Improvement / Blue Springs, Missouri

Old Mill Park Playground + Splash Pad / Blue Springs, Missouri

Mission Parks and Recreation Master Plan / Mission, Kansas

LW Clapp Park – Programming + Master Plan / Wichita, Kansas

Marion Parks System Master Plan / Marion, Iowa

Basehor Parks Master Plan / Basehor, Kansas

Garden City Parks and Recreation Master Plan / Garden City, Kansas

Derby Parks Master Plan / Derby Kansas

Long Range Parks and Recreation Strategic Master Plan / Shawnee County, Kansas

Lake Olathe and Cedar Lake Park Master Plans / Olathe, Kansas

Park Facilities Master Plan / Merriam, Kansas

West Park Master Plan / Warrensburg, Missouri

Mohawk Park / Mission, Kansas

Wilder Bluff Park / Shawnee, Kansas

Cedar Niles Park Phase 1 / Johnson County, Kansas

Hawk Ridge Park / Raymore, Missouri

Lake Olathe Phase One / Olathe, Kansas

Overland Park Arboretum + Botanical Garden Visitors Center + Sculpture Garden / Overland Park, Kansas

Garden City Aquatic Facility / Garden City, Kansas

Shawnee Mission Park Entry / Johnson County, Kansas

Kansas City Zoo Nature Play Area / Kansas City, Missouri

Johnson County Parks & Recreation Observation Towers / Johnson County, Kansas

Turner Yards Recreation Complex / Turner, Kansas

Stagecoach Park Master Plan / Olathe, Kansas

Kansas City Zoo Nature Play Area / Kansas City, Missouri

Hutchinson Zoo Nature Play + Water Play / Hutchinson, Kansas



Hank has developed a strong passion for the land and its inherent value provided through historic, cultural and ecological traditions. His belief in these values have allowed him to create landscapes that balance the needs of the sites with the desires of the client for an imaginative and responsive design which enhance the experiences of the people who take part in the site's final use.

PROFESSIONAL EXPERIENCE

21 years of Experience

11 years with Confluence

EDUCATION

Kansas State University, BS,
Landscape Architecture / 2003

PROFESSIONAL REGISTRATIONS

Licensed Professional
Landscape Architect:

- Kansas / #LA829

CHAD HERD, PLA, ASLA PARK PLANNER

PROFESSIONAL + CIVIC AFFILIATIONS

American Society of Landscape Architects, Colorado Chapter/ Member

CURRENT + NOTABLE PARK PROJECT EXPERIENCE

Boulder Reservoir, South Shore Site Management Plan | Boulder, Colorado

Boulder Reservoir, Visitor Services Center | Boulder, Colorado

Huston Lake Park | Denver, Colorado

Barnes Softball Complex | Loveland, Colorado

Painted Prairie Town Center Park | Aurora, Colorado

Denver West Amenity Park | Lakewood, Colorado

Western Colorado University - Gateway Park | Gunnison, Colorado

Levitt Pavilion at Ruby Hill Park | Denver, Colorado

Parks at The Aurora Highlands | Aurora, Colorado

Simmons Field, Kenosha Kingfish Baseball Park | Kenosha, Wisconsin

Performance Park | Estes Park, Colorado

The Commons, Park Block I & II | Medford, Oregon

Historic Arkansas Riverwalk of Pueblo (HARP) | Pueblo, Colorado

HARP Gateway Park | Pueblo, Colorado

Boettcher Outdoor Education Center (HARP) | Pueblo, Colorado

Dubois Downtown Revitalization Plan | Dubois, Wyoming

Dakota Ridge – Skyline Open Space | Loveland, Colorado

Arkansas River Levee Master Plan | Pueblo, Colorado

Bear Creek Master Plan | Medford, Oregon

Sioux Falls Greenway & Riverfront Master Plan | Sioux Falls, South Dakota

Estes Park West Corridor Master Plan | Estes Park, Colorado

Estes Park Riverfront Master Plan | Estes Park, Colorado

El Parque del Rio | Santa Fe, New Mexico

Clear Creek Corridor | Golden, Colorado

Florence Recreation Complex | Florence, Colorado

Bear Creek Urban Design Plan | Medford, Oregon

Barr Lake State Park - Nature Center | Brighton, Colorado

Staunton State Park Master Plan | Pine, Colorado

Staunton State Park - Phase One Design | Pine, Colorado

Staunton State Park - Phase One Trails | Pine, Colorado

Echo Bluff State Park | Eminence, Missouri

Colorado Parks & Wildlife Office Relocation | Fort Collins, Colorado

8081 Orchard Redevelopment | Greenwood Village, Colorado



Chad is a principal in the Denver office with more than three decades of experience leading landscape architecture, planning, and urban design projects. As a planning and design leader, Chad has touched a variety of project types including urban design, resort design, riverfront planning, along with park and trail master planning. His legacy project is Staunton State Park in Colorado, where he led a successful multi-year planning and design process working with Colorado Parks and Wildlife.

PROFESSIONAL EXPERIENCE

36+ Years of Experience

EDUCATION

BLA – Landscape Architecture,
Kansas State University, 1988

PROFESSIONAL REGISTRATIONS

Licensed Landscape Architect:

- Colorado / #369
- Kansas / #646

CLARB Certification

GARY WORTHLEY, PLA, ASLA

QUALITY CONTROL

PROFESSIONAL + CIVIC AFFILIATIONS

American Society of Landscape Architects / Colorado Chapter

SELECT HONORS + AWARDS

Merit Award, ASLA for Planning, Staunton State Park, Pine, Colorado

Merit Award, ASLA for Excellence in the Study of Landscape Architecture

Merit Award, American Planning Association, Utah Chapter, A Study in Rural Community Planning

Certificate of Appreciation, US Department of Agriculture, Santa Fe National Forest

Certificate of Appreciation, United States Department of Agriculture – Santa Fe National Forest

CURRENT + NOTABLE PARK PROJECT EXPERIENCE

CARD Aquatic and Recreation Center / Chico, California

Ridgeway State Park / Ridgeway, Colorado

Eldorado Canyon State Park / Eldorado Springs, Colorado

Roxborough State Park / Roxborough, Colorado

Staunton State Park / Pine, Colorado

- Master Plan
- Visitor Center
- Phase 1
- Phase 2
- Phase 3
- Trails Phase 1
- Trails Phase 2
- Trails Phase 3

Sweetwater Lake Master Development Plan / Garfield County, Colorado

Paako Ridge / Sandia Park, New Mexico

• Master Plan; Key Lodge; Pro Shop; Golf Amenity Clubhouse; Cart Barn; Day Spa; Member Spa

Snowmass Base Village / Snowmass Village, Colorado

Viceroy Hotel / Snowmass Village, Colorado

Westin Hotel / Snowmass Village, Colorado

Wildwood Hotel / Snowmass Village, Colorado

Boyne Highlands (Multiple Phases) / Harbor Springs, Michigan

Edgemont / Steamboat Springs, Colorado

Altis / Mammoth Lakes, California

Village at Wolf / Wolf Creek, Colorado

Jacks Creek Campground / Santa Fe National Forest, New Mexico

Jemez Creek Campground, Santa Fe National Forest, New Mexico

Gondola Square / Steamboat Springs, Colorado1

Thunderhead / Steamboat Springs, Colorado



Gary has focused his career on the design of mountain resort and recreational environments throughout the Western United States. He brings his imaginative approach to problem-solving together with a knack for developing creative solutions to unique challenges and circumstances.

PROFESSIONAL EXPERIENCE

26 Years of Experience

6 Years with Confluence

EDUCATION

Utah State University: Master of Landscape Architecture / 1995

Kansas State University: Bachelor of Landscape Architecture / 1993

PROFESSIONAL REGISTRATIONS

Licensed Landscape Architect:

- Arizona / # 75134
- California / #4913
- Colorado / #247
- Idaho / #16790
- Montana / #19985
- Michigan / #3901001688
- Nevada / #629
- New Mexico / #613
- Utah / #349762
- Wyoming / #0061C

KEITH L. DOGLIO, PE
CIVIL ENGINEER / ROLLS, ANDERSON, ROLLS

PROFESSIONAL + CIVIC AFFILIATIONS

American Society of Civil Engineers

CURRENT + NOTABLE PROJECT EXPERIENCE

2004 - Present Rolls, Anderson & Rolls:

Project and Design Engineer for residential, commercial, municipal, and school projects in Northern California. Projects have involved planning and design of roadways, drainage, sanitary sewer systems, water systems, pumping stations, and onsite wastewater systems. Associated tasks with these projects have included property surveys, topographic surveys, construction cost estimates, preparation of specifications, contract administration, construction staking and preparation of Storm Water Pollution Prevention Plans (SWPPP) including required inspections during construction.

2003 - 2004 MHM Engineers and Surveyors:

Design Engineer for residential, commercial and educational projects in Northern California. Projects involved design of roadways, drainage, sanitary sewer systems, water systems, pumping stations, and cost estimates.

1999 - 2002 Washington State Department of Transportation:

Design Engineer/Design Team Supervisor for state highway improvement projects in Western Washington. Projects involved design of highways and roadways, intersections, roadway drainage systems, retaining walls, bridges and environmental mitigation measures. Associated tasks included providing design guidance to team members and maintaining project schedules.



EXPERIENCE

25 Years of Experience

EDUCATION

B.S. in Civil Engineering, California State University, Chico - 1998

REGISTRATIONS

Registered Civil Engineer
No.66358 California - 2004

Licensed Land Surveyor No. 8834
California - 2011

Qualified SWPPP Developer (QSD)
Certificate No. 00162

SCOTT CARON

FEASIBILITY STUDIES / BALLARD*KING

PROFESSIONAL + CIVIC AFFILIATIONS

Missouri Parks + Recreation Association

Texas Recreation + Parks Society

National Recreation + Parks Association

Sports Events + Tourism Association

CURRENT + NOTABLE PROJECT EXPERIENCE

Prior to joining B*K, Scott has held several positions while working within a wide variety of different governance, from recreation commissions, park districts, and municipalities. As a Parks and Recreation Director, Scott has led the approval, design, and construction of projects in excess of \$50 million and managed both indoor and outdoor facilities. Scott is enthusiastic about the assessment and planning process, both as a consultant and as a professional in the field.

He understands the need to have a plan that provides a department the necessary information to guide their decision-making process and prioritization for the future. At the same time, he realizes importance of flexibility for a plan, so that it can adjust to changes. Scott brings a unique perspective to the master planning process in that he has implemented master plans. This firsthand implementation experience helps focus the recommendations he provides.

Scott's approach as a recreation professional and consultant melds analytical data with preferences and options. He recognizes decisions need to be made balancing needs and wants while taking into consideration organizational and political preferences.

Scott started in aquatics at a young age as a lifeguard and high school swimmer and then had the opportunity to swim at a NCAA Division 1 university. After beginning his recreation professional career as an Aquatics Coordinator, Scott continued to be involved in the design, construction and operation of indoor and outdoor pools for nearly 30 years for a variety of organizations. Scott's depth of aquatic operational experience allows him to understand the joy pools provide to users while recognizing the challenges faced by operators.



Scott began working with Ballard*King & Associates in 2017 and brings over 25 years of experience in parks and recreation. As an Associate with B*K, Scott has utilized in-depth data and analysis to guide clients through the master plan process. His involvement with projects includes feasibility studies, master plans and operational assessments

EXPERIENCE

25 Years of Experience

EDUCATION

BACHELOR OF SCIENCE - PARKS,
RECREATION & TOURISM
University of Missouri

CERTIFIED PARKS & RECREATION
PROFESSIONAL

MARTYN R. BLUNDALL

COST ESTIMATION / BLUNDALL ASSOCIATES

PROFESSIONAL + CIVIC AFFILIATIONS

American Society of Professional Estimators
ASPE Chapter 65 "Old Fort" – Past Board Member
The Association for the Advancement of Cost Engineering
The Consulting Estimators Roundtable – Vice President
U.S. Green Building Council

CURRENT + NOTABLE PROJECT EXPERIENCE

Bridgeport Indoor Sports & Recreation Center / Bridgeport, West Virginia
160,000 gsf facility with an estimated construction cost of \$33.7M. Project included group fitness rooms, 10-lane competition pool and warm-up health and wellness pool, locker rooms/family rooms, 40,000 sf indoor field turf, gym, 6 basketball & 6 volleyball courts, elevated walking track. Completed: Fall 2021

Billings Community Recreation Center Conceptual Study / Billings, Montana
177,056 gsf facility with an estimated conceptual construction cost of \$98.7M. Project features 50M competition pool w/spectator area, rec activity indoor pool, gymnasium, elevated track, open fitness areas, and ice rink. Study used to determine costs of various spaces.

Morse Recreation Center / Elk Grove, California
54,621 gsf facility with an estimated construction cost of \$29M. Project featured 4 indoor basketball courts with 6 pickle ball and 4 volleyball overlay courts, elevated running track, aerobics, multipurpose, and outdoor fitness spaces. Anticipated Completion: Mid-2024

Greater Midland Community Center / Midland, Michigan
134,183 gsf with an estimated construction cost of \$54.2M. Project featured aquatic center with multi-use pool with four lap lanes, accessible ramp to lap lanes and zero depth entry for easy entrance, water slide, water channel for resistance walking; 2 high school gym floors, 4 full-size MS basketball courts, activity track and multi-activity center gym; fitness center; early childhood and education wing; and community, wellness and fitness areas. Construction: Broke ground June 2022



Among his many duties, Martyn performs the final quality control check of completed estimates (including confirmation that all major design elements are within historical cost ranges); consults with senior estimators during the preparation of estimates and researches local labor and materials prices and market conditions.

EXPERIENCE

50+ Years of Experience

EDUCATION

England: Five years of professional education in Construction Management, Estimating and Quantity Surveying, Value Engineering and Life Cycle Costing: 1967-68 Hall Green Tech. College,
1968-71 Birmingham Polytechnical College,
1971-72 Salford University



WILDER BLUFF PARK

Confluence was engaged by the City of Shawnee to work to envision a unique and captivating concept for their new 40-acre park in the western portion of the city.

The Confluence team worked with city staff to develop a public outreach plan to engage the surrounding residents and school-aged children in the envisioning of how the park could be developed. Using a series of public input sessions as well as a “Plan the Park” workshop with the neighboring elementary school, our team developed a palette of thoughts and ideas to work from to inform the design. The Master Plan includes a winding park entry drive which passes through the “Bluffs” by the park “green” into the heart of the park, and a water play area where children can engage with two water streams and boulders that send water into the air for the children to frolic in. Adjacent to the water play is a tree top playground where the user can climb into the rope tunnels, pass over the pathway below and be in the canopy of the existing trees and then slide out of the structure in the existing wooded area. A park shelter, complete with a wood burning fireplace and restroom is provide for the visitors use. A series of BMP’s capture the storm water allowing it to naturally filter back into the water table.

PROJECT DETAILS

Location

Shawnee, Kansas

Client

City of Shawnee

Size

40 acres

Project Role

Lead Design Firm

Estimated Cost of Project

\$4,000,000

Start date

Spring 2019

Completion date

Summer 2021

Contact

Tonya Lecuru, Parks and
Recreation Director
tlecuru@cityofshawnee.org
913.742.6402





HAWK RIDGE PARK

Providing multi-generational and ability opportunities for park visitors, Hawk Ridge also offers residents a plethora of gathering spaces and amenities.

Confluence was selected as part of a multi-disciplinary team to lead the implementation of the first phase of the Hawk Ridge Park Master Plan, creating a signature park facility for the City. Phase One improvements were intended to provide multi-generational and ability opportunities currently unavailable in the City.

Phase One park improvements include an amphitheater to accommodate gatherings and festivals, an inclusive playground designed for all generations, a shelter with restrooms, loop trail, and accessible dock and fishing jetty allowing for access to the lake edge. The new park features provide residents with opportunities for extended visits and gathering spaces fulfilling the needs of the City for signature parks and recreational facilities.

PROJECT DETAIL

Location

Raymore, Missouri

Client

City of Raymore, Missouri

Size

79 acres

Project Role

Lead Design Firm

Contract Amount

\$1,700,000 (Phase 1)

Start date

Spring 2016

Completion date

Summer 2019

Contact

Nathan Musteen

Parks and Recreation Director

nmusteen@raymore.com

816.322.2791





E.H. YOUNG RIVERFRONT PARK

Serving as a primary community park within the Riverside Park System, the plan for this park anticipates its transformation into a destination for visitors from the Kansas City metropolitan area.

Originally constructed nearly 25 years ago, this park is known for its Riverwalk and its presence along the Missouri River. River movements, road access reconfigurations and the facility's age all contributed to the desire for a new master plan. Confluence led a design team comprised of park planners, ecologists, river hydrologists and urban designers to guide the creation of a new master plan.

The community has been energized and engaged in developing the direction of this new plan, which confirmed the importance of water-oriented activities, a collection of social gathering spaces, a destination playground, habitat restoration and natural landscape areas. Our team was also engaged to prepare a project phasing strategy and to prepare construction plans for the first phase of park revitalization.

PROJECT DETAIL

Location

Riverside, Missouri

Client

City of Riverside

Size

25.5 acres

Project Role

Lead Design Firm

Estimated Cost of Project

\$6,500,000

Start date

Fall 2017

Completion date

Summer 2020

Contact

Noel Challis Bennion

Capital Projects and Park Manager

816.741.3993

nchallis@riversidemo.com





KOLLAR POND

This 8 acre pond was reimagined as an extension of Streamwood’s municipal campus and a signature community open space.

Kollar pond is currently an underutilized site that wrapped by single-family residential neighborhoods and Streamwood’s municipal campus that was identified as a significant gathering space opportunity part of a larger village master plan. Through a series of workshops, our team worked closely with village stakeholders and staff to identify programming opportunities, key connections, and aesthetic character to serve as the basis for the design concepts.

The various spaces are organized around an expanded pond with animated central fountain to both address site flooding issues and create an iconic community destination. The nodes vary in character, from picnic pavilion, to interactive sculpture terrace, to get-down steps, and the perimeter path provides multiple dynamic ways to interact with the water’s edge. A plaza and lawn splay open and lead visitors from the municipal campus to the pond to create a gateway from Irving Park Road.

Schematic Design is underway for Phase 1 with an anticipated bid date of fall 2025.

PROJECT DETAIL

Location

Streamwood, Illinois

Client

Village of Streamwood
Ginkgo Planning & Design

Size

8 acres

Project Role

Lead Design Firm

Design Fee Amount

\$26,000 - Conceptual Design

Start date

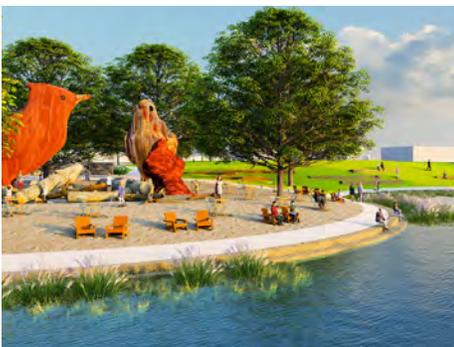
April 2023

Completion date

Ongoing

Contact

Sharon Caddigan, Village Manager
Village of Streamwood
scaddigan@streamwood.org
630.736.3832





FM ROTARY NATURAL PLAYGROUND

This whimsical four-season playground will use boulders, trees, shrubs, logs, rocks and water to provide open-ended, physically challenging and unstructured play opportunities.

The playground will be as enticing for a child to play in as it is aesthetically beautiful to the community, where children will challenge every part of their mind, body and spirit, through play. The natural playground has programmed activities for all seasons of the year and brings fun and enjoyment to long winters. This project also envisions building a bike skills park to instill confidence in children and helps develop balance, strengthens muscles, and the heart and lungs. Bike skills parks are playgrounds for bikers that include a variety of natural obstacles such as rocks and logs, imaginatively created features such as land ladder bridges, teeters, and dirt jumps all collected in a small and easily accessible location.

PROJECT DETAIL

Location

Moorhead, Minnesota

Client

The Rotary Foundation of Fargo-Moorhead

Size

1.26-acre

Project Role

Lead Design Firm

Estimated Cost of Project

\$700,000

Start date

Spring 2020

Completion date

Summer 2023

Contact

Heather Ranck
 Fargo Rotary Club (1418)
 Area Governor
 haranck@yahoo.com
 701-361-3709





STAUNTON STATE PARK - PHASE ONE TRAILS

Our team led the design team, including ERO Resources, along with Colorado Parks and Wildlife staff to define 18 miles of trail to be implemented during the first phase of Staunton State Park.

Eleven miles of the trail is designated as multi-use for bikes, horses, and hikers while the remaining trail is for hiking only. Based on a significant effort to define the trail corridors during the master planning process, Confluence prepared a trail design that identifies linkages to important destinations that will be critical to all phases of the park.

PROJECT DETAIL

Location

Pine, Colorado

Client

Colorado Parks and Wildlife

Size

3,800-acres

Project Role

Design Fee Amount

~1.2 million through Master Plan and multiple Phases

Start date

Completion date

Contact

Dave Coffman

Project Manager Northeast Region

303.291.7407

david.coffman@state.co.us





THEODORE ROOSEVELT PRESIDENTIAL LIBRARY

The transformational project will create a hub for history, ecology, sustainability, and conservation on the North Dakota plains

Confluence is currently working on the Theodore Roosevelt Presidential Library in the Badlands outside of Medora, North Dakota. Confluence is the Landscape Architecture firm of record and has been collaborating with the Theodore Roosevelt Presidential Library Foundation, lead Design Landscape Architect and Building Architect Snøhetta, Architect of Record JLG, and Construction Manager JE Dunn.

The site is a critical element of the Library's experience and the landscape design creates opportunities for people to live out the library's core tenets of daring greatly, thinking boldly, living passionately, and caring deeply.

Confluence has led ongoing restoration activities such as seed collection and propagation of local genetic plant material that will restore the native landscape and provide a seed bank for future restoration efforts in the northern great plains. The landscape design and approach are on track to receive Living Building Challenge Certification as well as LEED and SITES Platinum

PROJECT DETAIL

Location

Medora, North Dakota

Client

Theodore Roosevelt Presidential Library Foundation (TRPLF)

Size

93 Acres

Project Role

Landscape Architect

Design Fee Amount

\$1.8 million

Start date

Spring 2021

Completion date

Ongoing

Contact

Tony Erickson
401 E. Main Ave Ste 201
Bismarck, ND 58501
tonye@trlibrary.com





PROJECT UNDERSTANDING

The 12.5-acre Henshaw Park property is envisioned as a transformative recreational space for Chico’s residents. By leveraging the collaboration between the Chico Area Recreation and Park District (CARD) and the Chico Unified School District (CUSD), the park will balance active and passive uses, creating a multifaceted destination that supports community athletic needs while preserving natural areas. The planned improvements include multi-sport fields, shaded walking trails, picnic areas, playgrounds, and open spaces. These amenities will serve both the immediate neighborhood and the larger Chico community, offering opportunities for connection, relaxation, and recreation.

Understanding that Henshaw Park will be developed under the Design-Specification method, we are committed to ensuring the highest standards of quality, safety, and compliance with all applicable laws. The design will preserve the natural character of the site while aligning with CARD’s goals of creating sustainable and accessible recreational amenities. Our role will extend beyond design, ensuring a seamless transition from planning through construction with a focus on community-driven outcomes.

HOW WE WORK

Our approach begins with a deep respect for the unique identity of each community and the recognition that parks are more than physical spaces; they are extensions of the people they serve. Henshaw Park will reflect the diverse ways the Chico community interacts with public spaces, providing an inclusive experience for residents of all ages and abilities. From morning walks under preserved tree canopies to afternoon soccer practice and evening family gatherings at the playground, the design will respond to the many ways people use parks throughout the day.

To meet the scope outlined in Exhibit A of the RFP, our design process will include topographic surveys, geotechnical investigations, schematic design, design development, and the preparation of construction documents. These documents will address all necessary permitting requirements and provide clarity for presentations to the CARD Board of Directors, City Council, and the Planning Commission. Throughout the design phase, we will emphasize functionality, sustainability, and alignment with CARD’s goals for ADA compliance, cost efficiency, and long-term usability.

Our team combines national expertise with a local perspective by partnering with consultants who understand Chico’s regional practices and community needs. This collaboration ensures that Henshaw Park will be a space where residents see their values reflected and feel connected to the design.

PUBLIC OUTREACH + INPUT

Public engagement is central to the success of Henshaw Park. We understand that a community-driven process fosters trust, excitement, and ownership of the final design. Our approach will focus on providing opportunities for all stakeholders to be involved, ensuring diverse voices are represented in the planning process.

- Our team will collaborate with CARD to craft an outreach plan tailored to Chico's community. Engagement strategies may include:
- On-site booths at community events to bring the planning process directly to the people.
- Interactive workshops, open houses, and design charrettes to encourage hands-on participation.
- Partnerships with local schools to engage students and families, ensuring that the park reflects the needs of the next generation.
- Online platforms for virtual engagement, making the process accessible to those unable to attend in-person events.

This inclusive approach will not only help shape a park that meets community needs but will also inspire local project champions who will support the implementation and long-term success of the park.

SUSTAINABILITY

Sustainability is a cornerstone of our design philosophy. For Henshaw Park, we aim to create a space that is environmentally responsible, operationally efficient, and aligned with CARD's commitment to stewardship.

Key sustainability strategies for the project include:

- Preserving at least 50% of the park's existing tree canopy, providing natural shade, improving air quality, and supporting local biodiversity.
- Integrating stormwater management systems to mitigate runoff, filter pollutants, and enhance water quality.
- Utilizing native and drought-tolerant plant species to reduce irrigation needs and long-term maintenance costs.



- Incorporating energy-efficient infrastructure, such as LED lighting, to minimize resource consumption and reduce operational costs.

Our approach extends beyond environmental sustainability to include community and economic benefits, ensuring that Henshaw Park contributes to Chico's quality of life for decades to come.

PROJECT MANAGEMENT + QUALITY CONTROL

Delivering a project of this scope requires a structured, proactive approach to project management. From the outset, we emphasize clear communication and detailed planning to ensure alignment with CARD's goals, timelines, and expectations.

Our quality control begins at contract inception, with clear definitions of roles and responsibilities for all team members. Regular coordination meetings and internal reviews allow us to address challenges early, ensuring the project remains on track. Cost management is a top priority, and we work with professional cost estimators to develop accurate estimates throughout the design process. We also leverage an in-house database of recent construction costs along with input from local contractors to validate our estimates and help you keep the project within budget.

We recognize the importance of adhering to the 180-day design schedule outlined in the RFP and will prioritize timely delivery of all project phases, including schematic design, design development, and construction documentation. Additionally, we will provide Construction Contract Administration services to ensure the park's implementation aligns with the vision and quality standards established in the design process.

At Confluence, our goal is to create a space that exceeds expectations, reflecting the values of the Chico community while delivering a functional, sustainable, and inspiring recreational hub. By combining thoughtful design with meticulous management, we are confident in our ability to bring the vision for Henshaw Park to life.



APPROACH TO THE WORK

Notice of Award and Project Kickoff (Anticipated January 8, 2025)

The project will officially begin following CARD's Notice of Award. Within 10 days of the start, a **Preliminary Design Schedule** will be submitted to CARD for review and approval. This schedule will outline key milestones for the schematic design phase and establish a clear roadmap for the entire project.

Deliverable: Preliminary Design Schedule, submitted by January 18, 2025.

PHASE 1: SCHEMATIC DESIGN

(January 8 – February 19, 2025)

1.A. Kickoff and Programming Confirmation

The project will start with a kickoff meeting, bringing together CARD staff, stakeholders, and the design team. This meeting will serve as an opportunity to review project goals, refine the scope of work, and clarify roles and responsibilities. Additionally, the team will visit the Henshaw Park site to assess existing conditions, identify opportunities and constraints, and align program elements with CARD's vision. Our team will collaborate closely with CARD during this phase to refine the program components, using diagrams, site analysis, and discussion to confirm priorities. These insights will form the foundation for the subsequent schematic design phase.

1.B: Conceptual Design

During the schematic design phase, our team will explore and evaluate conceptual design alternatives for the park. These alternatives will address key priorities outlined in the RFP, including:

1. Delivering a complete and professional design that balances active and passive uses.

2. Providing preliminary opinion of probable cost estimate (OPC).
3. Integrating sustainable and ADA-compliant design elements.
4. Community and stakeholder engagement will play a critical role during this phase. Workshops, open houses, and online platforms will provide opportunities for input, ensuring that the design reflects the needs and values of the Chico community.

The design alternatives will highlight different approaches to program layout, form, and materiality, allowing CARD to evaluate and select a preferred concept. Community and stakeholder input will help refine the final concept. Once a concept is selected, the preferred design will be refined and presented for review by CARD staff and the Board of Directors.

Deliverable: Schematic Design submission by February 19, 2025, including concept plans, cost estimates, and initial life-cycle analysis.

PHASE 2: DESIGN DEVELOPMENT

(March 13 – April 25, 2025)

Building on the approved schematic design, the team will refine the concept into detailed design plans. During this phase, we will:

- Revise the schematic plan based on feedback from CARD staff, Board members, and the community.
- Prepare detailed drawings, including grading, utilities, planting, irrigation (if requested), and amenities.
- Conduct engineering analyses to address structural, stormwater, and utility requirements.
- Finalize material selections and develop specifications for construction details.
- Update the opinion of probable costs to reflect the refined design.



SHAWNEE MISSION PARK

This phase will also include collaboration with regulatory agencies to ensure compliance with permitting requirements. Deliverable: Design Development submission by April 25, 2025, including supplemental drawings, updated cost estimates, and finalized materials.

PHASE 3: CONSTRUCTION DOCUMENTS

(May 19 – July 2, 2025)

The Construction Documents phase will translate the refined design into a comprehensive package of plans and specifications suitable for permitting, bidding, and construction. During this phase, the team will:

- Prepare 100% construction documents, including plans for site preparation, utilities, planting, and amenities.
- Finalize all necessary permitting application documents for submission to the City of Chico.
- Conduct a page-turn meeting with CARD staff to incorporate feedback before final submission.
- Coordinate drawings and specifications across all consultants to ensure consistency and compliance.

Deliverable: Construction Documents + Bid Package submitted by July 2, 2025. Plans will be submitted to the City and other agencies for permitting during this phase.

PHASE 4: BIDDING AND CONSTRUCTION ADMINISTRATION

(Construction Start: August 2025)

BIDDING SUPPORT

The Confluence team will support CARD during the bidding process by:

- Attending the pre-bid conference to provide clarity on the design.
- Responding to bidder inquiries and issuing clarifications during the bid period.
- Assisting CARD with bid evaluations and recommendations for contractor selection.

Deliverable: Bid evaluation report and letter of recommendation.

CONSTRUCTION SERVICES

Our construction administration services will ensure successful implementation of the approved design. Key activities include:

- Participation in pre-construction meetings with contractors, CARD staff, and stakeholders.
- Scheduled site visits to monitor construction progress and ensure compliance with design specification, per contractor request.
- Review of contractor submittals, pay requests, and change orders.
- Coordination of inspections to confirm compliance with permits and legal requirements.
- Preparation of a punch list, final inspection, and issuance of a completion and acceptance letter.

Deliverable: Final project acceptance and close-out documentation



LITTLE BEAR GARDEN AT GALLERY PARK



PROJECT TIMELINE

Notice of Award and Project Kickoff *(anticipated January 8, 2025)*

- Anticipated Notice of Award date.
- Within 10 days of project start, a Preliminary Design Schedule will be prepared and submitted to CARD for review and approval, establishing key milestones for schematic design.

Phase 1: Schematic Design *(January 8–February 19, 2025)*

- Conduct kickoff meeting with CARD staff and stakeholders.
- Site visit to assess existing conditions and program alignment.
- Program refinement, including discussion of initial design priorities.
- Prepare up to two design alternatives for review.
- Facilitate community engagement and collect stakeholder input.
- Develop a preferred schematic design, including preliminary cost estimates and maintenance cost analysis.
- Submit schematic design to CARD for review by February 19, 2025.
- Allow for a three-week CARD review period (February 19–March 13, 2025).

Phase 2: Design Development *(March 13–April 25, 2025)*

- Revise schematic design based on feedback from CARD staff, Board of Directors, and the community.
- Prepare detailed drawings, including grading, utilities, planting, and amenities.
- Conduct engineering analysis and finalize material selections.
- Submit design development package to CARD for review by April 25, 2025.
- Allow for a three-week CARD review period (April 25–May 19, 2025).

Phase 3: Construction Documents *(May 19–July 2, 2025)*

- Finalize 100% construction documents, incorporating CARD feedback.
- Prepare permit documents required by the City of Chico.
- Coordinate with CARD staff and stakeholders during review.
- Conduct a page-turn meeting with CARD for backcheck and final approval.
- Submit construction documents/bid documents to CARD by July 2, 2025.

Phase 4: Bidding and Construction Administration *(July Bid / August Construction Start)*

- Support CARD in preparing the bid package, responding to bidder questions, and evaluating bid submissions.
- Answer bid questions and provide addendums.
- Provide construction administration support to CARD.



CONCEPTUAL PROJECT RENDERING

ONE PARK – TWO PLACES

The vision for Henshaw Park embraces the creation of two distinct environments within its 12.5-acre expanse: one vibrant and active, the other serene and passive.

HENSHAW NORTH: A NATURAL RETREAT

Henshaw North showcases a tranquil, naturalized landscape. Accessible aggregate pathways meander among trees and wind around dunes adorned with native plants, forming intimate, inviting spaces within the park's expanse. Visitors can immerse themselves in the beauty of pollinator gardens and arid landscapes, which offer a harmonious blend of shaded and open areas. Scattered along the trails, small picnic shelters provide shaded rest spots or perfect settings for a peaceful meal amidst nature. A short disc golf course winds through the northern section, blending seamlessly with the trees and open spaces to offer both challenge and recreation.

THE ACTIVITY HUB: THE HEART OF HENSHAW PARK

At the center of Henshaw Park lies the Activity Hub, brimming with energy and engagement. This area features a central restroom and storage facility, sport courts, and an inclusive nature play area. Designed to inspire imagination, the natural play environment invites children of all ages to explore and connect with themed structures and natural features. Fully accessible, the hub ensures inclusivity for every visitor. For larger gatherings, such as family reunions, birthday celebrations, or team parties, two spacious picnic shelters provide the perfect venue.

HENSHAW SOUTH: A MULTI-SPORT HAVEN

Henshaw South is dedicated to multi-sport fields, offering high-quality playing surfaces—whether synthetic, natural, or a combination—for organized sports and recreational activities. Positioned adjacent to school district property, this transitional area supports the needs of both the local schools and the broader community, fostering collaboration and shared use.

A PARK FOR ALL GENERATIONS

Henshaw Park is a dynamic and inclusive destination that celebrates the outdoors and promotes well-being. With its diverse offerings, the park invites visitors of all ages to explore, stay active, and create lasting memories. Whether enjoying the peaceful solitude of Henshaw North, the lively atmosphere of the Activity Hub, or the competitive spirit of Henshaw South, Henshaw Park is a place where every experience becomes a cherished story.



GUYNN AVE

ALAMO AVE

HENSHAW AVE

CHANTEL WAY

CHANDESE LN

- A. MULTI-SPORT FIELDS
- B. PARKING
- C. SPORT COURTS
- D. LARGE SHELTER
- E. SMALL SHELTER
- F. ACCESSIBLE AGGREGATE NATURE TRAIL
- G. INCLUSIVE NATURE PLAY
- H. RESTROOM & STORAGE
- I. PUMP TRACK
- J. DISC GOLF SHORT COURSE

HENSHAW PARK CONCEPT PLAN

Project Cost - Confluence

Henshaw Park Project	<u>Preliminary Investigation (incl. topographic survey & geotechnical investigation/report)</u>	\$ 17,350.00
	<u>Conceptual Design</u> a) Provide high level cost estimate b) Community Review c) Board Review d) Revision	\$ 24,000.00
	<u>Schematic Design</u> a) 35% Drawing Completion Approval stage with Cost Estimate	\$ 44,400.00
	<u>Design Development</u> a) 65% Drawing Completion Approval stage	\$ 83,654.00
	<u>Construction Drawings</u> a) 95% Completion and 100% Completion and Approval	\$ 124,300.00
	<u>Bid Review and Contractor Selection</u> a) Document Preparation b) Support for Bid Administration and Award	\$ 12,700.00
	<u>Construction Administration</u> (including inspections and sign off)	\$ 23,950.00
	Other Soft Costs	0
	Subtotal Design Phase (Not-to-Exceed)	\$ 330,354.00
	Reimbursable Expenses	\$ 11,000.00
	Total Design Cost Not to Exceed (Must Include All Scope of Services Items identified in RFP).	Total \$ 341,354.00

Project Cost Breakdown

	Phase/Item	\$ (Lump Sum)
Design Related		
1	Preliminary Investigation	\$ 17,350.00
	Conceptual Design	
	a) Provide high level cost estimate	
	b) Community Review	\$ 24,000.00
	c) Board Review	
2	d) Revision	
	Schematic Design	
3	a) 35% Drawing Completion Approval stage with Cost estimate	\$ 44,400.00
	Design Development	
4	a) 65% Drawing Completion Approval stage	\$ 83,654.00
	Construction Drawings	
5	a) 95% Completion and 100% Completion and Approval	\$ 124,300.00
	Bid Review and Contractor Selection	
6	a) Document Preparation	\$ 12,700.00
	b) Support for Bid Administration and Award	
7	Construction Administration (including inspections and sign off)	\$ 23,950.00
	Total	\$ 330,354.00
Additional Alternatives Include:		
1		0
2		0
3		0
4		0
5		0
	Total	0
Proposed Additional Alternatives or Deductions by Bidder		
1		0
2		0
3		0
4		0
5		0
6	Add more rows if necessary	0
	Total	0



BOARD OF DIRECTORS

STAFF REPORT

DATE: February 27, 2024
TO: Board of Directors
FROM: Annabel Grimm
SUBJECT: Authorizing the Destruction of Records

BACKGROUND

Per Government Code §§ 60201, the legislative body of a District may authorize the destruction of records that meet the requirements below. Resolution 25-001 reflects the records that are eligible for destruction.

RECORD RETENTION SCHEDULE

Type of Record	Years	Board Authz.	Conditions
Originals of records that were prepared or received in any manner other than under State or Federal statute.	2 years after its creation	Yes	All government records should adhere to a minimum two-year retention period.
Duplicate records.	-	No	Can destroy at any time.
Records where there is a continuing need for matters such as pending litigation, special projects, etc.	-	-	Keep indefinitely
Original/hardcopy records which are not expressly required by law to be filed with the District and preserved.	-	No	Hardcopy records can be destroyed before their retention period is met IF the records are properly digitized and there's not a specific requirement in law for the document to be filed with / retained by the agency.
Audited accounting records	5 years after the end of the audit	Yes	

Type of Record	Years	Board Authz.	Conditions
Any accounting record created for a specific event or action	5 years after the end of the specific event or action	Yes	
Volunteer paperwork	4 years following volunteer separation	Yes	If business need dictates keeping records longer, it's allowable.
Payroll and personnel records that are not needed for retirement benefit verification.	4 years following employee separation	Yes	A retention of 4 years after separation is the minimum required by law for personnel records not needed for retirement benefit verification
Payroll and personal records needed for retirement benefit verification	75 years following employee separation	Yes	
Incident reports related to participants	5 years after incident	Yes	
Records of proceedings for the authorization of long-term debt, bonds, warrants, loans, etc.	10 years following the final payment	Yes	Retained until final payment and thereafter may be destroyed in less than 10 years if electronically duplicated. (See section I for more information.)
Paid bonds, warrant certificates and interest coupons.	6 months	Yes	Retained for six months, if detailed payment records are kept for 10 years. (See section I for more information.)
Minutes of the meetings of the Board of Directors	-	-	Keep indefinitely. Originals may be destroyed provided they have been electronically duplicated in accordance with established standards for quality and electronic record storage and access.

Type of Record	Years	Board Authz.	Conditions
Construction records, such as bids, correspondence, change orders, etc.	7 years following the end of the project	Yes	7 years following the end of the project or grant, whatever is applicable.
As-built plans for public facility	-	Yes	Keep as long as facility exists.
Contracts	7 years following the end of the contract	Yes	7 years following the end of the contract.
Unaccepted bid or proposal for contract	2 years following the end of the bid	Yes	
Property Records	-	-	Kept until the property is no longer owned by the District.



CARD
Chico Area Recreation & Park District

**RESOLUTION 25-001 OF THE BOARD OF DIRECTORS OF THE
CHICO AREA RECREATION AND PARK DISTRICT**

Authorizing Destruction Of Records As Provided By
Government Code Sections 60200 Through 60204

WHEREAS, Government Code Sections 60200-60204 provide for guidelines for the destruction of records of Special Districts;

NOW, THEREFORE BE IT RESOLVED that the Board of Directors of CARD hereby authorize the destruction of the following outdated records in accordance with Government Code Sections 60200-60203:

- Terminated Seasonal and Part-Time Employee Files that are not needs for retirement benefit verification for years 2015, 2016, 2017, 2018, 2019.

PASSED AND ADOPTED at a Regular Meeting of the Board of Directors of the Chico Area Recreation and Park District on the **27th** day of **February** 2025 by the following vote:

Ayes:

Noes:

Abstain:

Absent:

ATTEST:

Michael McGinnis, Chair
Board of Directors

Holli Drobny
Clerk of the Board of Directors



BUTTE LOCAL AGENCY FORMATION COMMISSION

1453 Downer Street, Suite C • Oroville, California 95965-4950
(530)538-7784 • Fax (530)538-2847 • www.buttelafo.org

Staff Report 25-011
Regular Agenda Item 5.1

TO: Butte County Special Districts
Butte County Special District Association

FROM: Krystal Bradford, Office Manager

SUBJECT: **Election of a Special District *Regular* "Non-Enterprise" Member and a *Alternate* "Enterprise/Non-Enterprise" Member**

DATE: February 7, 2025

The Butte Local Agency Formation Commission is calling for nominations to serve on the Commission for:

- One (1) Special District ***Regular* "Non-Enterprise"** Member. The term for this seat is four years and will begin June 1, 2025 and expire May 31, 2029; and
- One (1) Special District ***Alternate* "Enterprise/Non-Enterprise"** Member. The term for this seat is four years and will begin June 1, 2025 and expire in May 31, 2029.

At this time, a formal ballot is not required. A written nomination letter will be sufficient if it provides the name of your nominee and the District Board on which he or she serves. The nomination must be made by an **official action of your Board of Directors and signed by the appropriate Officer of the Board.**

Nomination letters must be returned to Shannon Costa, Deputy Executive Officer, Butte Local Agency Formation Commission, 1453 Downer Street, Suite C, Oroville, California 95965 by Friday, March 14, 2025, either by U.S. Mail, e-mail or hand delivered. Postmarks of March 14, 2025 will be accepted. Nomination letters received by LAFCO, or postmarked after the closing date, will not be accepted.

If you do not have a District Board meeting scheduled within this time frame and would like to make a nomination, you will have to schedule a special Board meeting.

Should you have any questions or if I can be of any assistance, please feel free to contact me at your convenience.



**California Special
Districts Association**

Districts Stronger Together

DATE: February 10, 2025
TO: CSDA Voting Member Presidents and General Managers
FROM: CSDA Elections and Bylaws Committee
SUBJECT: **CSDA BOARD OF DIRECTORS CALL FOR NOMINATIONS
SEAT B**

The Elections and Bylaws Committee is looking for Independent Special District Board Members or their General Managers who are interested in leading the direction of the California Special Districts Association for the 2026 - 2028 term.

The leadership of CSDA is elected from its six geographical networks. Each of the six networks has three seats on the Board with staggered 3-year terms. Candidates must be affiliated with an independent special district that is a CSDA Regular Member in good standing and located within the geographic network that they seek to represent.
(See attached CSDA Network Map)

The CSDA Board of Directors is the governing body responsible for all policy decisions related to CSDA's member services, legislative advocacy, professional development, and other resources for members. The Board of Directors is crucial to the operation of the Association and to the representation of the common interests of all California's special districts before the Legislature and the State Administration. Serving on the Board requires one's interest in the issues confronting special districts statewide.

Commitment and Expectations:

- Attend all Board meetings, usually 4-5 meetings annually, at the CSDA office in Sacramento.
- Participate on at least one committee, meets 3-5 times a year at the CSDA office in Sacramento.
(CSDA reimburses Directors for their related expenses for Board and committee meetings as outlined in Board policy).
- Attend, at minimum, the following CSDA annual events: Special Districts Legislative Days - held in the spring, and the CSDA Annual Conference - held in the fall.
*(CSDA does **not** reimburse expenses for the two conferences even if a Board or committee meeting is held in conjunction with the event)*
- Complete all four modules of CSDA's Special District Leadership Academy within 2 years of being elected.
*(CSDA does **not** reimburse expenses for the Academy classes even if a Board or committee meeting is held in conjunction with the event).*



**California Special
Districts Association**
Districts Stronger Together

2026-2028 TERM BOARD OF DIRECTORS NOMINATION FORM

Name of Candidate: _____

District: _____

Mailing Address: _____

Network: _____ (see map)

Telephone: _____
(PLEASE BE SURE THE PHONE NUMBER IS ONE WHERE WE CAN REACH THE CANDIDATE)

Fax: _____

E-mail: _____

Nominated by (optional): _____

Return this form, a Board resolution/minute action supporting the candidate, and Candidate Information Sheet by mail or email to:

CSDA
Attn: Amber Phelen
1112 I Street, Suite 200
Sacramento, CA 95814
(877) 924-2732

amberp@csda.net

DEADLINE FOR RECEIVING NOMINATIONS:

Northern Network - Extended due to vacancy: April 21, 2025 at 5:00 p.m.

All other networks: April 11, 2025 at 5:00 p.m.



California Special Districts Association

DISTRICT NETWORKS





BOARD OF DIRECTORS

STAFF REPORT

DATE: February 27, 2025
TO: Board of Directors
FROM: Erin Morrissey, Recreation Director

SUBJECT: Recreation Update – February

Adult Sports

Our winter adult sports leagues are wrapping up over the next few weeks. Since this season began in December, it has been great to see teams working hard and having fun while enduring the cold winter months.

The spring season will begin at the end of March, and we are excited to offer a few new softball divisions (Men's Draft League and Business & Community League) and free-agent teams for our spring leagues. The free-agent teams have been a great way to increase access for new participants and support our goal of having as many teams and players as possible participating in our leagues, whether they have a team that has been playing together for years or are individuals looking to join our leagues for the first time.

Our spring registration numbers have been steadily rolling in, and a few of our spring leagues are already full with a waitlist of teams. Spring registration will close on March 16th.

Aquatics

Recruitment for our summer aquatics positions is in full swing. We have opened job applications for lifeguard and swim instructor positions and have received a large influx of applications. Our next goal is to get candidates interviewed and signed up for certification classes this spring.

Our lifeguard classes begin in late March and continue through the end of May. Our goal is to be fully staffed for both the PV Aquatic programs and the Sycamore (1-Mile) pool.

Youth Sports

We are excited to be wrapping up our five-month-long youth basketball season. Not only did we have an excellent staff, but some fantastic volunteers helped inspire the players to love the game. Between October and February, we served over 820 youth basketball players, providing them a fun and engaging experience emphasizing skill development, teamwork, and sportsmanship. Our leagues and programs focus on creating better athletes and, more

importantly, better people. We work on creating a learning environment that allows athletes to make mistakes, learn and grow. Ultimately, we are proud to provide youth sports programs to help create future ethical leaders and positive contributors to our communities.

As we transition into spring, we are preparing for an exciting lineup of programs. Our youth flag football leagues, volleyball leagues, and 3v3 outdoor basketball program will provide participants with a fun and supportive environment. Additionally, we offer various sports clinics to help young athletes refine their skills and the CARD Hiking Club, which encourages outdoor exploration and an opportunity to make new friends while hiking.

Our early childhood sports programs, ShortE (for ages 3-5) and Little Athletes (for ages 5-7), continue to be incredibly popular. They help introduce young children to sports in an engaging and nurturing setting to ensure even our youngest athletes are gaining a love of the game.

Beyond spring programming, our team is actively preparing for summer, ensuring that our camps and free Junior Giants program are set up for success. We are focused on staffing, curriculum development, and logistical planning to create impactful and memorable experiences for our community's youth.

We look forward to another season of growth, participation, and positive community impact through our sports programs. Thank you for your continued support.

Toddler & Homeschool

Our toddler programming thrives with strong participation and positive family feedback. Our parent/tot opportunities, led by Ms. Dallas, have been a highlight of our offerings, providing engaging and developmentally appropriate activities for our youngest participants. In addition to our successful STEAM and Alphabet Adventures versions of Budding Buddies, we are excited to expand our programming in the spring with two new sessions:

- Mini Movers – A dynamic program that promotes physical activity, coordination, and movement skills in a fun and interactive setting.
- Art in the Park – A creative outdoor experience that allows toddlers and parents to explore various art forms while enjoying the natural beauty of our renovated Chapman Park.

To ensure our offerings continue to meet the needs of our community, we conducted a Toddler Survey among our current families. The feedback has been invaluable in shaping our future programming and ensuring we provide meaningful, high-quality experiences for children and parents alike. We look forward to continuing to grow our toddler programs and providing enriching opportunities for young children and their families.

Our standout Homeschool program, the CARD Cooking Club, remains popular among homeschool families. The current session is at full capacity, with 16 homeschooled students participating. This program provides hands-on culinary education, teaching children essential

cooking skills while fostering creativity and confidence in the kitchen. Running through the spring, this session continues to receive positive feedback from participants and parents.

After School Programs

The After School Programs have had a positive start to the second half of the school year. Our Recreation Leaders attended a professional development opportunity provided by Chico Unified this month, which was well-received by staff. This opportunity has allowed staff to enhance their skills and apply new strategies to engage students in enriching ways.

A notable change for the upcoming school year is the closure of our Nature Center After School Program. Due to a significant decline in enrollment and interest this year, we have made the difficult decision to discontinue this program for the next school year. Current families have been notified and provided with resources for alternative care options.

Inclusion

We're thrilled to introduce new inclusion programming, kicking off with a Movie Matinee on March 1st, featuring Finding Nemo! Our incredible Inclusion Coordinator, Talitha MacDonald, has already hit the ground running, creating a variety of exciting programs to engage and support all participants. This includes a monthly inclusion event, an adult group, a teen program, and a craft night, along with the highly anticipated Inclusion Prom later this Spring. We're looking forward to offering even more opportunities to connect and grow as a community.

Camps and Classes

As we look ahead to the warmer months, we're gearing up for spring and summer camps, offering everything from robotics to fashion design. We're excited to offer a diverse selection of activities for participants of all ages. Our contract instructor camps have grown exponentially, promising an enriching and fun-filled experience this season!

Nature Center

The Nature Center is preparing for spring, which is when we tend to be busiest. We have staff training for field trips right now, of which there are 50 trips already reserved, and the "season" doesn't begin until March. We are also looking at additional animals to acquire for educational purposes. Currently we are evaluating if we would be a good home for a raven, as well as preparing to bring in a Chuckwalla, a large friendly reptile, in order to take some of the educational burden off our tortoise John. This allows for a rotation of animals and will introduce the chico youth to an exciting new animal native to California.

Out at the observatory, we are still working to bring it up to speed so we can begin to schedule field trips and other events/programming to the community. Through the support of Stratti, we have met with a consultant who is going to help us evaluate what we need to restore full functionality. So far, the work that needs to be done seems reasonable, and we have high hopes for the experience we will hopefully be able to offer.



BOARD OF DIRECTORS

STAFF REPORT

DATE: February 27, 2025
TO: Board of Directors
FROM: Scott Schumann, Parks and Facilities Director
SUBJECT: Parks and Facilities Update - February

Capital Project Updates:

CARD Center Roof and Exterior

The project is on course for successful completion. Trellis work and large exterior beam replacement is underway with most of the exterior paint being complete, excluding the remaining large lumber sections currently being refurbished.

Issues have been discovered during the recent storm Feb 4th storm event indicating warranty concerns with previous flat roof work causing leaks. Staff are in contact with the original contractor who intends to repair faulty installation of the flat roof material.

Community Park Maintenance Hub

Plans have been submitted to the City of Chico for permitting, with an initial permit for grading to begin as soon as possible. Unanticipated issues have developed with proximity of existing hydrants and power supply. Both are being addressed with respective agencies to contain costs.

Lakeside Pavilion HVAC Replacement and Kitchen Renovation

Project is complete and on under budget with positive feedback on operation of the HVAC system and functionality of renovated kitchen.

Centennial Park Play Structure

Contractor has received permit approval to proceed and will begin work in mid-February due to storm delays at the beginning of the month.

Baroni Park Play Structure

This project is scheduled to begin April 28th, 2025

Park Improvements and Maintenance

February 4th Storm Damage

Significant impacts were seen at the Creekside Rose Garden during the February 4th storm event. Big Chico Creek crested its banks, crossed the bike path, and intruded above the stage at the rose garden. Damages included erosion of mulch, DG, denuded rose bushes, and water flow into electrical infrastructure. Staff quickly replaced landscaping and are working to replace or support

the recovery of roses impacted. Protection considerations against future flooding events is occurring with the City of Chico.

Otaki Park

Staff are in communication with Dan Gonzales Construction regarding an upcoming park project in Meriam Park. Known as Park B, the parcel is approximately 2.2 acres running parallel to the north bank of Little Chico Creek west of Bruce Road. The park will contain trails, turf, play elements, seating, and a natural area with a DG path preserving and promoting the native plants in the area. Anticipated construction is summer of 2025.

Annual Spring Fertilizer application

Park staff are applying annual fertilizer to turf throughout the District. In high traffic areas or neighborhoods, community members have been informed of the product and purpose.

Quarterly Irrigation Inspection

Park staff are completing quarterly irrigation inspections to ensure proper coverage and functionality of all irrigation heads and drip systems throughout the district.

Community Park

Work has been completed to address pressure issues in the storage tank at the Community Park.

DeGarmo Park – Beyond Golf

The Beyond Golf project has completed initial grading and is waiting for final permit approval to proceed with construction of the golf course infrastructure. A separate water meter will be installed to serve the project a keep a distinction between water consumption related to the DeGarmo Park and Beyond Golf.

Staff Training

CARD hosted a regional training on irrigation controllers. In attendance were CARD Staff, City of Chico, CUSD, Oroville Parks and Rec, City of Oroville, and local landscape architect firms. CARD Parks and Facilities staff became familiar with program capabilities and modules associated with water saving technology and strategies to promote landscape sustainability and growth.



BOARD OF DIRECTORS

STAFF REPORT

DATE: February 27, 2025
TO: Board of Directors
FROM: Annabel Grimm, General Manager
SUBJECT: General Manager Update - February

Capital Campaign Activities — Staff are in weekly meeting with Creative Funding Advisors (CFA) tracking and managing capital campaign activities. Feasibility report testing is underway and is trending positively. Marketing material development is in the planning stages and will be shared at a future meeting with the Board.

Partnerships — In January and February significant time was spent working with various community partners including the Chamber of Commerce, DCBA, City of Chico, and Butte County on joint initiatives to advance shared and individual annual goals.

Aquatics Center Construction — The construction drawings for the aquatics center were completed on February 18 and the Request for Proposals (RFP) was published the same day. This marked a significant milestone in the development of this project. After years of planning and dedication, the District is one step closer to delivering this much-needed facility that will serve generations to come.

Notable Meetings

- January 25- Chico Chamber of Commerce 87th Annual Business Awards
- January 28- Aqua Jets Board Presentation on the Aquatic Center design progress.
- January 31- Rosie the Riveter Project, Claudine's Garden Dedication at Veterans Memorial Park.
- February 4- Smart Growth Meeting at City Council Chambers
- February 7- Linda Herman Retirement Party
- February 10- Morrison Open House
- February 12- Chico Chamber Business Connections
- February 13- CCSA Student Scholarship Screening
- February 19- Chico Chamber Executive Committee Meeting
- February 19- Hosted Rotary Social Event
- February 21- Butte County Quarterly Economic Development Meeting
- February 26- Chico Chamber Board of Directors Meeting
- February 26- Non Profit Leaders Group

Special/Community Events

During the recent downtime, the Public Outreach team has been focusing on promoting our Sponsorship Program while strategizing to deepen community engagement. This team also bid a bittersweet farewell to Erin Horst, promoted Lindsey Barrett to Public Outreach Specialist, and welcomed Vanessa Ortiz as Assistant Outreach Specialist.

Looking ahead, our next community event will take place on March 23rd with the much-anticipated Kite Day, a cherished tradition. See the amazing spectacle of hundreds of colorful kites flying at the same time. Kite Day is a fun and free event for all ages to enjoy and celebrate the return of spring. We'll have FREE kites to decorate for the first 400 people, so get there early! This year's event will feature 2 live bands and 1 DJ, food court, fun and games, face painting, balloon animals, and bounce houses.

News Stories

- [A TRADITION ON ICE: Why Paradise's rink didn't open this year | Chico Enterprise-Record](#)
- [In the neighborhood: the Chapman Park Community Garden | Chico Enterprise Record](#)
- [Chico Area Recreation and Park District requesting funds from City of Chico to make upgrades to Baroni Park | Action News](#)
- [Chico City Council approves allocation of \\$160,000 for CARD to make improvements to Baroni Neighborhood Park in Chico | Action News](#)
- [Last weekend to skate at the Chico Plaza Ice Rink | Action News](#)
- [Ice rink in downtown Chico shut down for the season |Action News](#)
- [Chico Area Recreation and Park District to meet tonight, discuss key projects and updates | Action News](#)
- [Chico neighborhood park to add accessible play equipment | Action News](#)
- [Fire closes Hamilton City Post Office; field named for **Chico** Peppers | Midday Report](#)
- [Chico Area Recreation and Park District looking for lifeguards for summer swim season | Action News](#)
- [CARD seeks summer swim saviors | Midday Report - Chico Enterprise-Record](#)
- [Chico honors 100-year-old Rosie the Riveter with memorial rose garden tribute - KRCR](#)
- [Claudine's Garden to honor Rosie the Riveter at Chico Veterans Memorial Park | Chico ER](#)
- [Future rose garden a tribute to WW2 Chico woman and Rosie the Riveters in Veteran's Park | Action News Now](#)
- [Claudine's Garden to honor Rosie the Riveter at Chico Veterans Memorial Park](#)

Contracts over \$20,000

- None