

**Project Team Members**

**KENDIG KEAST COLLABORATIVE**

- ◆ Bret C. Keast, AICP
- ◆ Gary Mitchell, AICP
- ◆ Aaron Tuley, AICP
- ◆ Jessica Duet
- ◆ Greg Flisram, AICP, CeCD
- ◆ Matt Bucchin, AICP, LEED-GA
- ◆ Jim Schaefer, ASLA
- ◆ Liz Probst, AICP
- ◆ Michelle Queen
- ◆ Frances Kellerman, LEED-GA
- ◆ Laura Walker

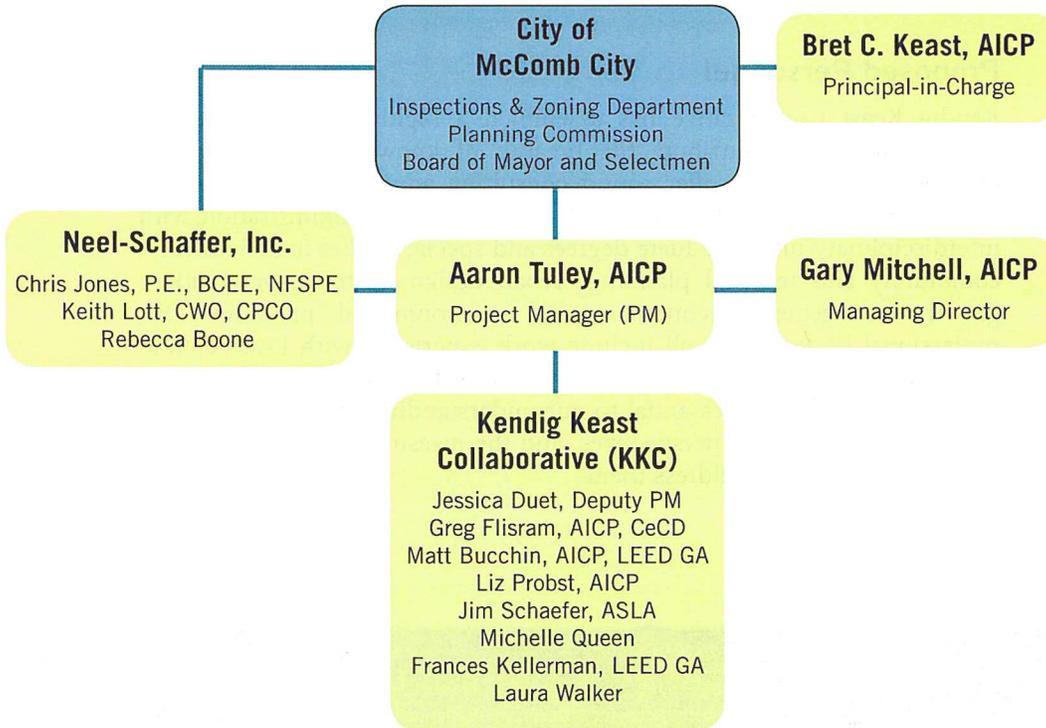
**NEEL-SCHAFFER, INC**

- ◆ Chris Doyle Jones, PE, BCEE, NFSPE
- ◆ Rebecca Boone
- ◆ Keith Lott, CWO, CPCO

**Proposed Personnel**

Kendig Keast Collaborative has assembled a highly-qualified group of professionals who contribute the breadth of knowledge and depth of experience required to offer sound consulting advice. Nearly all of our personnel have advanced degrees in planning, or public administration, with interdisciplinary undergraduate degrees and special studies in architecture, community and regional planning, urban design, historic preservation, growth management, economics, and environmental planning. Our professional backgrounds all include work experience with local, county and regional governments – as well as with private developers – experience which we believe to be essential to our understanding of the interests and issues from a variety of perspectives, and the measures that are needed to effectively resolve and address them.

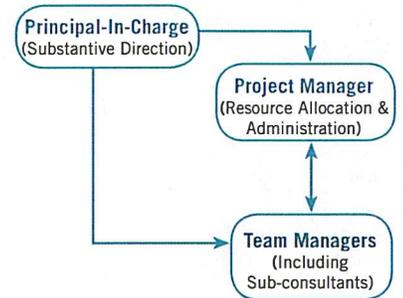
Discipline	Kendig Keast Collaborative											Neel-Schaffer, Inc.		
	Bret Keast	Gary Mitchell	Aaron Tuley	Jessica Duet	Greg Flisram	Matt Bucchin	Liz Probst	Jim Schaefer	Michelle Queen	Frances Kellerman	Laura Walker	Chris Doyle Jones	Rebecca Boone	Keith Lott
Land Use Planning	√	√	√	√	√	√	√		√	√	√			
Urban Design	√		√				√	√	√	√				
Zoning/Development Codes	√		√	√		√								
Site Planning/Design	√		√		√		√	√						
Parks and Open Space Planning	√	√	√			√	√	√	√	√				
Environmental Planning	√	√	√	√		√	√	√	√	√				
Mobility Planning	√	√	√			√	√							
Growth Management	√	√	√		√	√	√							
Economic Strategies	√	√	√		√	√	√							
Housing Strategies	√	√	√				√							
Socioeconomic Profiles	√	√	√	√	√	√	√		√	√	√			
Cultural/Historic Resources	√	√	√				√							
Special Area Planning	√	√	√	√	√	√	√	√	√	√				
Public Engagement	√	√	√	√	√	√	√		√	√				
Corridor Planning	√		√			√		√				√	√	√
Streetscape Design			√					√				√		
Wastewater Treatment System Demands												√	√	√
Infiltration and Inflow Analysis												√	√	√
Water Utility Capacity Estimates												√	√	√
CIP Scheduling and Budgeting					√							√	√	√
Public Engagement	√	√	√	√	√	√	√	√	√	√	√			
Graphic/Web Design							√	√	√	√	√			
GIS-Data Management						√	√		√	√	√			



**Staying on the Same Page**

We begin every planning effort with a “kick-off” meeting to review the final work program, establish a definitive project schedule with specific meeting and delivery dates, and to clarify roles and responsibilities in coordination with client staff.

This close consultation and communication with client staff then continues throughout the process. This occurs both through face-to-face meetings as we complete our background work and outreach activities in the community, as well as through scheduled conference calls and online meetings.



The project team assembled for the McComb City Comprehensive Plan includes the credentials and technical competence that are required to complete a successful project. KKC’s project manager and staff will be responsible for leading the project team, developing plan elements, facilitating committee and public meetings, as well as overseeing overall project management. KKC’s proposed Project Manager, **Aaron Tuley, AICP**, has worked on several of the projects discussed within our qualifications material. Aaron will be supported by Deputy Project Manager, Jessica Duet, who is a longtime resident of South Louisiana. Jessica has spent much of her career in the public sector and understands the issues and challenges therein. We have also recruited Neel-Schaffer, Inc. to assist KKC in analyzing and evaluating the City’s utilities infrastructure, public facilities and Capital Improvements Program (CIP) in light of future growth and development. Chris Jones, Neel-Schaffer’s Project Manager, has extensive experience in municipal utilities infrastructure and will manage the effort on his firm’s behalf. Overall, Neel-Schaffer will act as KKC’s local liaison and will provide a local base of operations.

**Project Management Approach**

KKC crafts a carefully considered project management approach. This approach involves a variety of administrative activities to be conducted by the Project Manager and assigned staff to ensure efficient and timely delivery of project results. Our approach is aimed at producing an end product of exceptional quality and of practical use by our clients.

In addition to ensuring that our work conforms to technical requirements and professional standards of performance, our ultimate “QA/QC” objective is client satisfaction. This is achieved through a keen understanding of each client’s needs and objectives, a detailed scope of services, an adequate project



### Capacity to Perform the Work

The KKC Team would be available to initiate work on the project immediately following selection and authorization to proceed. The firm's principals and other key project staff have sufficient time to commit to this project without compromising adherence to the established timeline. Our other project commitments are each scheduled throughout their duration allowing us to develop a schedule for this project that will be strictly followed and maintained. At key points in the process we will commit a substantial portion of our work effort, which will periodically require full-time attention. Our workload is closely monitored thereby allowing us to accept new project assignments and to commit our availability.

#### Education

- ◆ Master of Urban Planning, concentration in Urban Design, University of Kansas, 1995.
- ◆ B.S., Community and Regional Planning and Speech Communication, specialty in Architecture, Iowa State University, 1989.

#### Professional Registrations

- ◆ American Institute of Certified Planners, #12256, 1996.

budget, an attainable project schedule, a consistent project management approach, meaningful client-consultant communications, and prompt identification and resolution of any project difficulties that may arise. Through our monthly progress reporting, we describe the project status and document significant work accomplished and activities scheduled for the next progress report period, as well as noting any difficulties encountered and steps taken to address them.

For administrative purposes, KKC assigns to each project a principal-in-charge and a project manager. The principal is responsible for the project's strategic direction and the substantive work product. The Project Manager ensures that resources are efficiently allocated and that the project stays on schedule and on budget. The Project Manager frequently communicates with the principal-in-charge regarding the project status and is the designated client contact for updates and day-to-day direction and logistics.

KKC has a relatively "flat" organizational structure; that is, the principals of KKC work collaboratively with the associates, and all deliverables are reviewed by a principal for substance and quality before delivery to the client. The structure of KKC ensures that the firm's work products are developed by maximizing the relative strengths of each of the principals and associates, and that the firm is responsive and accountable to its clients. As a result, our clients receive a high-quality product that is delivered in a timely and cost-efficient manner. When subconsultants are involved, the same principal oversight and interaction is emphasized.

### Introduction to the Project Team

This multi-faceted project is unique in that it warrants broad experience and expertise to adequately address the breadth and depth of topics and issues likely to arise during the course of plan development. For this reason, we have assembled a team of planners, designers, engineers, economists, technical writers, illustrators, skilled facilitators, and a well-seasoned project manager to best address the needs of your community. The team includes:

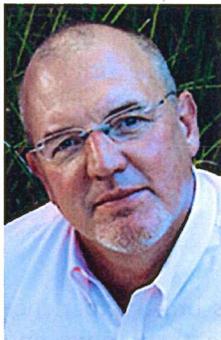
#### Kendig Keast Collaborative



**Bret C. Keast, AICP, President**, has more than 25 years of experience in both the public and private sectors having worked for the Northland Regional Council of Governments in Central Iowa (Director of Community & Transit Planning, 1989-90), the City of Olathe, Kansas (Senior Planner, 1990-95), and Wilbur Smith Associates (National Practice Leader for Community Planning, 1995-03). Bret's practice has focused on comprehensive planning, land development ordinances, land use and transportation studies, parks and recreation master plans, special area plans, plan implementation, and public involvement. Mr. Keast is co-author of *Community Character, Principles for Design and Planning* (Island Press, 2010) and *A Guide to Planning for Community Character* (Island Press, 2011), and of *Meeting Procedures and Liability Issues for Public Officials*, published in the *Guide to Urban Planning in Texas Communities*. He is a regular presenter at state and national planning conferences and regional workshops.



**Gary Mitchell, AICP, Vice President**, has 25 years of professional planning experience at the city, county and regional levels. Over his career, Gary has had the opportunity to complete a wide variety of plans and special studies addressing: land use, transportation, growth management and annexation, housing, economic development, infrastructure, community facilities, public services, bicycle/pedestrian circulation, parking, downtowns, neighborhoods, special districts, environmental and cultural resources, park systems and trail networks, historic preservation, urban design, and transit-supportive station area planning. His portfolio includes more than 30 comprehensive plans – in communities ranging from 5,000 to 200,000 people – with consulting engagements completed in 15 states. During Gary's time in consulting, 10 communities he has assisted have received awards from divisions of the American Planning Association (APA) for outstanding examples of urban planning.



**Aaron Tuley, AICP, Senior Associate**, brings to KKC over 20 years of experience in the fields of landscape architecture and urban/regional design and planning, while specializing in sustainability planning, renewable energy applications, and recreational trails development programs and projects. Aaron has been directly involved with all phases of spatial planning and design from project inception, site selection and programming, through contract negotiation, administration, and management of construction operations. Beyond his successful start-up and operation of two planning consultancies, he has held roles in well-respected organizations, providing exposure to many facets of planning, sustainability, and landscape interpretation. Aaron is involved in the development of comprehensive plans, including the technical execution of specific plan elements, focused on growth capacity and management, future land use planning, parks, and mobility planning. In advancing the firm's focus on developing 'implementable' plans, Aaron has been effective in helping to graphically communicate often complex spatial design concepts and sustainable, low-impact development applications.



**Jessica L. Duet, Associate Planner**, joined Kendig Keast Collaborative in 2013 after working more than seven years in local government, including for the City of Sugar Land, Texas, and Jefferson Parish, Louisiana. During her time in both positions, Jessica learned the application of zoning ordinances and development codes through zoning changes, special/conditional permits, site planning, and platting. In addition to her development planning experience, Jessica also sat on strategic committees for an updated Pedestrian and Bicycle Master Plan in Sugar Land and for a Unified Development Code in Jefferson Parish. Jessica's current work consists of drafting comprehensive plans and zoning / land use codes, as well as addressing specified on-call projects for municipalities.

#### Education

- ◆ Master of Urban Planning, Texas A&M University, 1988.
- ◆ B.A., Economics (with Highest Honors), University of Texas at Austin, 1986.

#### Professional Registration

- ◆ American Institute of Certified Planners (AICP), #8987, 1991.

#### Education

- ◆ Master of Science, Architecture, Louisiana State University, 1994.
- ◆ Bachelor of Landscape Architecture, University of Kentucky, 1989.

#### Professional Registrations

- ◆ American Institute of Certified Planners (AICP), #024915, 2010.

#### Education

- ◆ Master of Science, Master of Urban and Regional Planning, emphasis on Land Use and Environment, University of New Orleans, 2005.
- ◆ Bachelor of Arts Psychology, Minor Geography, University of New Orleans, 2002.

#### Professional Affiliations

- ◆ American Planning Association



### Education

- ◆ Master of Urban Planning, University of Wisconsin at Milwaukee.
- ◆ B.A., Economics, University of Wisconsin at Milwaukee.

### Professional Registration

- ◆ Member, American Institute of Certified Planners (AICP)
- ◆ Member, American Planning Association (APA), Wisconsin and Michigan Chapters
- ◆ International Economic Development Council (IEDC) Certified Economic Developer.
- ◆ Member, Urban Land Institute (ULI)

### Education

- ◆ Master of Environmental Planning, Arizona State University, 1999.
- ◆ B.A. of Liberal Arts with an emphasis in environmental programs, Pennsylvania State University, 1995.

### Professional Registrations

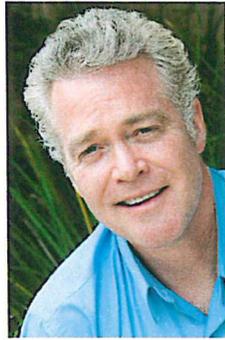
- ◆ U.S. Green Building Council (USGBC) LEED Green Associate, 2010.
- ◆ American Institute of Certified Planners (AICP) #022097, 2008.

### Education

- ◆ Master of Community and Regional Planning, Iowa State University, 2008.
- ◆ Master of Landscape Architecture, Iowa State University, 2008.

### Professional Registration

- ◆ American Institute of Certified Planners (AICP) #024312, 2010.



**Greg Flisram, AICP, CEcD, Principal Associate**, has 15 years of planning and economic development experience spanning the public, private, and non-profit sectors. His career has crossed a broad spectrum of urban planning and economic development work throughout the U.S. His practice has included, among others, development of regional economic positioning initiatives, district marketing and promotional strategies, neighborhood and corridor plans, and structuring of public-private partnerships. He also has extensive experience in the development and implementation of urban design and historic preservation projects where he has prepared numerous downtown redevelopment plans and urban design guidelines for urban and suburban clients.



**Matt Bucchin, AICP, LEED GA, Senior Associate**, brings more than 18 years of public and private sector experience at the city, state, and special district levels of government. During his tenure with Kendig Keast, Matt has been the project manager over various comprehensive, park, and downtown master planning processes and zoning and land development code projects. In addition, Matt has worked with jurisdictions on schematic park designs and code implementation services. Before joining KKC, Matt spent five years leading the planning division for a fast-growing county in metropolitan Atlanta and several years working with the Maryland Department of Natural Resources. During his tenure, he gained extensive experience in drafting plans and code that reflected good planning principles, while at the same time being sensitive to local political culture and imperatives.



**Liz Probst, AICP, Associate Planner**, joined Kendig Keast Collaborative as an Associate Planner/Urban Designer. She contributes to the firm's urban design practice, in addition to comprehensive and land use planning across the U.S. With a background in planning and design, she works on multiple scales, ranging from the site analysis of small study areas to regional GIS mapping. Her current and ongoing experience includes project management, site analysis, conceptual design, graphic design, and technical writing.



**Jim Schaefer, ASLA, Senior Designer**, is a planner and urban designer with 18 years of experience designing and planning environments across the Midwest and throughout the U.S. He is a talented illustrator and graphic artist who has designed projects ranging from civic spaces to community parks, public gardens, corporate campuses and business parks, urban places, and public streetscapes. He specializes in the master planning for special areas, including downtowns, corridors, neighborhoods, commercial districts, as well as individual development sites.



**Michelle L. Queen, Planner / Urban Designer**, joined KKC upon the completion of her Master of Urban and Regional Planning degree and Certificate of Transportation Planning and Urban Design from Texas A&M University. Michelle's experience includes architecture, environmental and graphic design, land development, real estate, urban design, geographic information systems (GIS), transportation planning, development, package design and promotion, ordinance reviews, site development, market research, and illustration. Michelle is involved in all facets of the firm's practice including data collection and research, concept and design development, and implementation.



**Frances Kellerman, LEED-GA, Associate Planner**, joined Kendig Keast in 2013 as an Associate Planner following the completion of her Master of Science in Community and Regional Planning degree from the University of Texas. Using her skills in environmental planning and urban design, Frances focuses on GIS spatial mapping and analysis, demographic and socioeconomic analysis, corridor redevelopment, and architectural, urban and graphic design. Her current work has been spread among proposed zoning maps, comprehensive plan chapters, community branding, and development code graphics.



**Laura Walker, Associate Planner**, joined Kendig Keast Collaborative in 2014 after working for several years in municipal and metropolitan area planning departments, including the City of San Marcos and the Indian Nations Council of Governments (INCOG) in Tulsa, Oklahoma. Throughout both positions, Laura learned the application of development codes through zoning changes, amending comprehensive plans, special exceptions/variances, and small area planning. Laura also has an extensive skillset in GIS mapping and analysis, urban design, site planning, and data collection and research.

#### Education

- ◆ B.S. Landscape Architecture, University of Wisconsin, Madison, 1992

#### Professional Registrations

- ◆ Registered Landscape Architect, Wisconsin & North Carolina
- ◆ Member, American Society of Landscape Architects

#### Education

- ◆ Master of Urban Planning, Texas A&M University, 2012
- ◆ Certificate of Transportation Planning and Urban Design, Texas A&M University, 2012
- ◆ B.E.D., Bachelors of Environmental Design, Texas A&M University, 2009

#### Professional Affiliations

- ◆ American Planning Association
- ◆ Texas Recreation and Parks Society

#### Education

- ◆ M.S.C.R.P, Community and Regional Planning, University of Texas, Austin, TX, 2013.
- ◆ B.A., Environmental Engineering, Rice University, Houston, TX, 2011.

#### Professional Affiliations

- ◆ American Planning Association
- ◆ Urban Land Institute

#### Professional Registration

- ◆ U.S. Green Building Council (USGBC) LEED Green Associate, 2013.

#### Education

- ◆ B.S. Urban & Regional Planning, Texas State University, San Marcos, TX, 2012.

#### Professional Affiliations

- ◆ American Planning Association
- ◆ Congress for the New Urbanism



### Education

- ◆ B.S., Civil Engineering, Mississippi State University, 1990
- ◆ M.S., Civil Engineering, Mississippi State University, 1996

### Professional Registrations

- ◆ Professional Engineer: Mississippi 13175 Florida 61492

### Education

- ◆ B.S. in Management, Belhaven University, 2006

### Training Workshop

- ◆ Climate Adaptation for Coastal Communities - NOAA Coastal Services Center

### Certifications

- ◆ Certified Water Operator, Class "C"
- ◆ Certified Pollutions Control Operator, Level II

## Neel-Schaffer, Inc.



**Chris Doyle Jones, PE, BCEE, NFSPE**, joined Mr. Jones joined Neel-Schaffer in 1994 with four years experience in environmental engineering. Prior to joining Neel-Schaffer, he worked as a Project Engineer with a nationally recognized environmental engineering firm. Mr. Jones' responsibilities include engineering design, specifications and technical assistance to both industrial and municipal clients; and coordination of construction projects. He has conducted numerous environmental site assessments and stormwater studies for various industries. Mr. Jones has also been responsible for the design and coordination of various water and sewer line projects in north Mississippi. He has been involved with remediation design of underground storage tank and oil / water separator removal. Since joining the firm, Mr. Jones has conducted water and sewer rate studies for the city of Jackson and the Pearl River Valley Water Supply District; as well as for several other entities. He has been involved with the city of Jackson's annual water and sewer rate study since 1991.



**Rebecca Boone**, manager of the Planning Resource Department at Neel-Schaffer, has assisted the City of McComb, Pike County and other jurisdictions within the county with planning and grant administration. Ms. Boone's knowledge of the impact natural hazards can have on a community will provide valuable hazard mitigation planning strategies to eliminate/reduce future impacts to vulnerable areas. Among Ms. Boone's strengths are organization, an understanding of current and future needs of clients and end-users, the ability to work within budget constraints and communication skills.



**Keith Lott, CWO, CPCO**, has over 30 years experience as an engineering technician with Neel-Schaffer. He has worked as a surveyor, inspector and draftsman on a wide variety of civil, transportation and environmental engineering projects. Mr. Lott has considerable experience as a resident project representative on construction projects for streets, traffic, storm and sanitary sewer projects. In this capacity, he ensures conformance with approved plans and specifications and collects samples for routine field and laboratory tests of construction materials. He has extensive experience with Federal Aid projects and has worked closely with MDOT construction staff. As a result, he is familiar with MDOT policies and procedures for construction.

