

McDowell, Polk, & Rutherford Counties Regional Comprehensive Transportation Plan



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CORE COMMITTEE FOR THE COMPREHENSIVE TRANSPORTATION PLAN

CTP Core Committee Members & Their Chosen Representatives		
Core Committee Member	Core Committee Member Representative	Email
McDowell County		
McDowell County	Ron Harmon	rharmon@mcdowellgov.com
	Ashley Wooten	awooten@mcdowellgov.com
City of Marion	Heather Cotton	Hcotton@marionnc.org
	Bob Boyette	bboyette@marionnc.org
McDowell County Transit	Randal Conley	Randall.Conley@mcdowellcountyncdss.org
Stakeholder(s)		
Polk County		
Polk County	Cathy Ruth	planning@polknc.org
	Marche Pittman	mpittman@polknc.org
City of Saluda	Jonathan Cannon	citymanager@cityofsaluda.com
Town of Columbus	Tim Barth	manager@columbusnc.com
Town of Tryon	Tim Daniels	Planning@tryon-nc.com
Stakeholder(s)		
Rutherford County		
Rutherford County	Danny Searcy	Danny.searcy@rutherfordcountync.gov
	Aubrey Clay	Aubrey.clay@rutherfordcountync.gov
	Kerry Giles	Kerry.giles@rutherfordcountync.gov
Town of Forest City	Amy Bridges	amybridges@townofforestcity.com
	Drew Harris	drewharris@townofforestcity.com
Town of Rutherfordton	Doug Barrick	Dbarrick@rutherfordton.net
Town of Spindale	Scott Webber	gwebber@spindalenc.net
	Walker Harrison	wharrison@spindalenc.net
Town of Lake Lure	Shannon Baldwin	townmgr@townoflakelure.com
Chimney Rock Village	Barbara Meliski	barmel@bellsouth.net
Stakeholder(s)		
Other Non-Voting Stakeholder(s)		
NCDOT, Divisions		
Division 13 DPE	Hannah Cook	hjcook@ncdot.gov
Division 14 DPE	Steve Williams	sjwilliams@ncdot.gov

KEY STAFF TEAM

Karyl Fuller	Isothermal RPO	kfuller@regionc.org
Dominique Boyd	NCDOT – TPD	dlboyd1@ncdot.gov
Andy Bailey	NCDOT – TPD	jabailey@ncdot.gov

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YOUR ROLE AS A CTP COMMITTEE MEMBER

Your role as a Steering Committee member is critically important to the success of the Comprehensive Transportation Plan (CTP):

o **UNIQUE PERSPECTIVE:**

You represent a unique local viewpoint from within the community; you know the area well—its people and its resources. You have a feeling for what types of policies and strategies may work and what types may not.

o **PLAN DEVELOPMENT:**

You should provide perspective and insight on information gathered as well as feedback on potential transportation improvements as they are developed. In doing so, you will play a critical part in shaping the future transportation network for decades to come. At the same time, you are not being asked to be a planner or writer; rather, you are to be a *sounding board* for the residents of the area.

o **NETWORKING AND RECRUITMENT:**

You know others in the area who have a keen interest in the way in which the area's future transportation needs should be managed. These others may include friends, neighbors, business associates, or others vitally interested in the future of the area. By inviting these individuals to participate in the planning process, you can help make sure that all important viewpoints are embodied in the plan.

o **PUBLIC MEETINGS FACILITATION AND SUPPORT:**

During the course of the project, you may be asked to help facilitate public meetings. Specific roles will be discussed and agreed upon before each meeting and may include greeting/signing people in, facilitating small groups, promoting discussion, summarizing meeting results, assisting with meeting room set up or take down, etc.

o **PLAN PRESENTATION AND RECOMMENDATION.**

At the conclusion of the planning process, you may be asked to participate in the presentation of the CTP to the County and municipalities for their consideration of adoption.

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OTHERS' ROLES

1. PLANNING BOARD(S):

As the appointed board most involved in land use management issues, the Planning Boards may also be asked to join in the initial orientation meeting for the CTP. Later, the Planning Boards will also be invited to participate in the joint review session for the draft plan, to provide comments on the plan to the CTP Committee. The CTP Committee will then consider the comments of the Planning Boards during development of the final draft of the plan.

2. RESOURCE ADVISORS (To the Full CTP Committee):

Because there are so many interest groups and agencies involved in area issues, it will be important to proactively seek input from these various groups and agencies during the planning process. Representatives of stakeholder groups and agencies will be invited to participate as Resource Advisors for the Comprehensive Transportation Plan. Their perspectives and insights will be gathered through meetings and other communications. Examples of Resource Advisors may include local homebuilders, realtors, environmental groups, transportation officials, utilities providers, and local government officials from nearby jurisdictions.

3. RESIDENT ADVISORS:

In addition to involved agencies and organized groups, the Comprehensive Transportation Plan will also need to include the views of area residents who have a vital interest in the area but who may not be part of an organized group. Any individual can be a Resident Advisor to the plan simply by attending the scheduled public meetings for the plan. Resident Advisors may be recruited to attend these meetings, in part, by members of the CTP Committee. This active recruitment is designed to involve a broad cross section of area residents in formulating the plan.

4. KEY STAFF TEAM:

Isothermal RPO

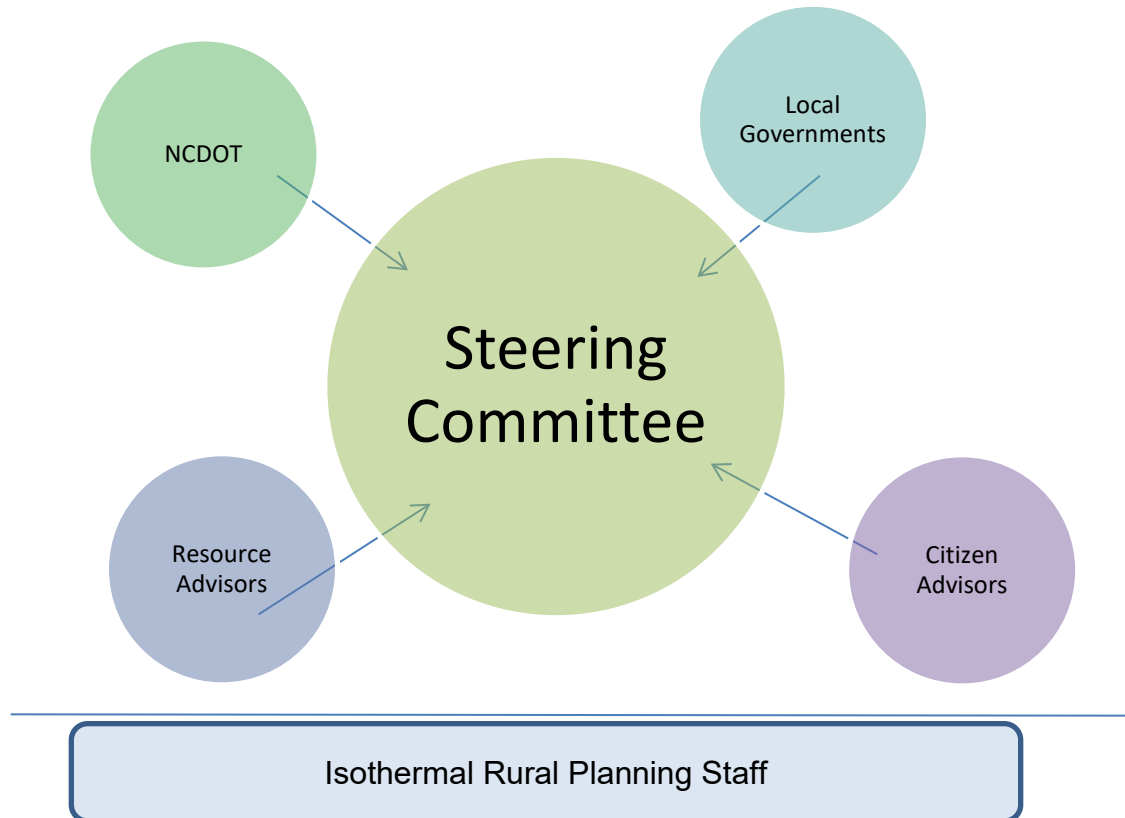
Karyl Fuller, Isothermal RPO's Regional Planner, will serve as the staff person charged with coordinating administrative support for the Comprehensive Transportation Plan; assembling and creating data in support of the CTP; working with committee members for the mechanics of meeting arrangements, such as securing meeting places, maintaining mailing lists, and distributing draft reports, notices, agendas, etc.

NCDOT

Dominique Boyd, Engineer with NCDOT- Transportation Planning Division, working closely with Isothermal RPO Staff, will be responsible for guiding the Steering Committee through the CTP process, data gathering, technical analysis of the overall transportation system, and for facilitating the meetings of the **Steering Committee** and the general public during plan preparation. Mr. Boyd will also be responsible for producing the preliminary and final drafts of the CTP maps and CTP report. will suggest meeting agendas for consideration by the Committee and, with the **Committee Chair**, will help keep discussions focused and moving forward. Near the end of the planning process Mr. Boyd will also assist the Core CTP Committee in reviewing the preliminary draft of the Plan with the Municipalities, Counties and the **NWRPO Planning Boards**.

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McDowell, Polk, & Rutherford Counties Regional Comprehensive Transportation Plan Organization and Management



Elected Officials provide direction to Core CTP Committee, early in the process as well as during review of draft plan; near the end of the planning process, they also hold a formal public hearing to consider adoption of the plan.

Core CTP Committee guides preparation of the Strategic Growth Plan and recommends plan to Elected Officials.

Planning Board provides input on draft plan to Core CTP Committee.

Citizen Advisors and Resource Advisors (To the Full CTP Committee) provide input and perspective at organized public input meetings, as well as by letter, phone contact, etc.

Key Staff/NCDOT provides technical and administrative assistance, organizes public involvement process and prepares draft and final plan.

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Characteristics Of An Effective Work Team

(McGregor, 1960)

1. The atmosphere is informal.
2. Everyone participates.
3. The objective of the group is well understood.
4. Every idea is given a hearing.
5. There is disagreement.
6. There is no "tyranny of the minority".
7. Sometimes there are basic disagreements, which cannot be resolved (immediately).
8. People are free in expressing their feelings as well as their ideas.
9. When action is taken, clear assignments are made and accepted.
10. The chairman of the group does not dominate it; the leadership can shift.
11. The group is self-conscious about its own operations.

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Meetings Topics and Tentative Schedule

NOTE: Polk County will have separate CTP Steering Committee Meetings (possibly with greater frequency) as they will be developing a complete CTP update.

June 2019 – Kick Off Meeting: CTP Steering Committee Handbook, Roles & Responsibilities of the CTP Steering Committee; Re-evaluate Goals & Objectives and Vision Statements, Survey information; Review existing CTP and supporting maps;

August 2019 – Review and Re-affirm Base/Future Year Socio-Economic (SE) data for McDowell and Rutherford Counties; Introduce Polk County SE data; Discuss stakeholders, discuss survey.

October 2019 – Finalize goals and objectives, finalize survey, finalize and endorse SE data (to go to county commissioners after meeting). set survey time period. Review Non-Highway Conditions/Plans.

January 2020 – Finalize Non-Highway Mode Plans/Recommendations, Discuss FY Traffic Deficiencies and Preliminary possible alternatives, Preview Public Involvement

February/March 2020 – The opportunity for public engagement at this point where the deficiency maps are shown and ways to address the deficiencies are solicited – usually over a 30-day period.

April 2020 - Review Public Workshop Feedback, Discuss Specific Highway Alternatives/Recommendations

July 2020 – Finalize Draft Highway CTP Recommendations

September 2020 - Public involvement: Draft CTP to the public for comments – usually over a 30-day period.

October 2020 - Review Public Workshop Feedback, Review Final Draft CTP Maps/Recommendations/Report. Send Plan to local officials for adoption.

Committee handbook was adapted from City of Shelby Strategic Growth Plan Handbook. Glenn Harbeck Associates primary authors (2005).