

Burnet County Transportation Plan

4/4/2008

1.1 COMMITTEE STRUCTURE

There will be one overall Steering Committee and three (3) subcommittees involved in the preparation of the Burnet County Comprehensive Transportation Plan (BCCTP): a Scope of Work Committee, a Technical Advisory Committee (TAC), and a Citizens Awareness Committee (CAC). While there are overlapping functions provided in the committee descriptions, the intent is to gain different perspectives on the issues.

1.1.1 STEERING COMMITTEE

The Steering Committee will be comprised of officials and citizen members from Burnet County offices and communities in Burnet County. These will be the Scope of Work Committee representatives. In addition to members of all committees, the following comprise the Steering Committee:

- Burnet County Judge Donna Klaeger, Chair
- Ronny Hibler, Burnet County Commissioner
- City of Marble Falls, represented by Judy Miller
- City of Burnet, represented by Ben Farmer, Hoover Valley Management
- City of Cottonwood Shores, represented by Sylvia Breen
- City of Horseshoe Bay
- City of Bertram, represented by Polly Krenek
- City of Highland Haven, represented by Jim Embrey
- City of Granite Shoals, represented by John Gayle
- City of Meadowlakes, represented by Carlton Pullen
- Pete Freehill
- Tem Moody

The Steering Committee will provide guidance, review, and oversight of the BCCTP process and assure that the community's vision is reflected in the final County Transportation Plan (CTP). The planning process will involve monthly meetings, in conjunction with any regularly scheduled or special meetings, throughout the course of the CTP process. The estimated time commitment is one hour per meeting. The Steering Committee will be responsible for scheduling their regular meetings. Regular meetings are set the 3rd Wednesday of each month, January-November, from 8:30-10:30 AM. Locations are to alternate around the county.

The Scope of Work Committee will have ten (12) primary functions:

1. Develop draft study goals.
2. Review study goals from Texas Association of Counties and Citizens Awareness Committee to finalize study goals.

3. Based on output of Citizens Awareness Committee visioning workshop, develop draft and final vision statement for Burnet County at 2035;
4. Provide guidance on and finalize public involvement plan;
5. Provide background on development patterns and trends;
6. Serve as a liaison between the study team and member entity;
7. Provide confirmation of assumptions, such as growth in population and employment; and
8. Support the planning process at city council and commissioners court meetings during plan adoption process.
9. Review and comment on draft version of the plan.
10. Review and comment on draft final version of the plan.
11. Compile committee input to work with engineer in development of customized “scope of work;”
12. Ensure that all committees are working within shared goals of the overall transportation plan for the county.

It is anticipated that representatives from other counties in the CAPCOG planning area will be invited to attend and observe Steering Committee meetings.

1.1.2 TECHNICAL ADVISORY COMMITTEE

The Technical Advisory Committee will be comprised of the following:

- Brian Shirley, Marble Falls, Chair
- Burnet County Flood Plains Director, Herb Darling
- Greg Haley, KC Engineering
- Howard Lyons, TX Department of Transportation
- Dennis Schaefer, City of Granite Shoals
- City of Horseshoe Bay
- Riley Walker, City of Spicewood
- Charles Shell, City of Bertram
- David Vaughn, City of Burnet, City Planner
- Danny Lester, City of Burnet, Director of Public Works
- Crista Bromley, City of Burnet, Airport Manager
- Nelson Miner, Citizen, City of Highland Haven
- Nena Hoover, Citizen, City of Burnet
- Bill Neve, Burnet County Commissioner
- Joe Don Dockery, Burnet County Commissioner
- Mike Foster, Marble Falls ISD
- Nancy Barnhill, Burnet CISD

The Technical Advisory Committee will have ten primary functions:

1. Facilitate data collection from various entities.

2. Coordinate the incorporation of any previous plans by member entity.
3. Develop study goals.
4. Provide comments on public involvement plan.
5. Provide background on development patterns, trends, and future needs for member organization.
6. Provide feedback on public information materials prepared for public meetings and outreach events.
7. Serve as a liaison between the Steering Committee, CAC and member entity.
8. Provide feedback or vetting of assumptions, such as growth in population and employment, methodology for comparing improvement scenarios.
9. Provide input on the potential use and functionality of the GIS deliverable.
10. Develop and finalize the Comprehensive Transportation Plan.

The Technical Advisory Committee will meet monthly or as determined by the Committee. The time commitment is estimated at 60 to 90 minutes per meeting.

1.1.3 CITIZENS' AWARENESS COMMITTEE

The Citizens' Awareness Committee will assure all segments of the county have an opportunity to provide input throughout the process. It will also provide the general community with an understanding of community objectives and the interaction and trade-offs between land uses and transportation.

The Citizens' Awareness Committee members will be comprised of the following:

- George Russell, citizen representative, Chair
- Kathy Golson, Commissioners Court Coordinator
- Russell Graeter, Burnet County Commissioner
- Dorothy James, Office of Rep. Jimmie Don Aycock
- John Gayle, City of Granite Shoals
- Charlie Dickey, citizen representative
- Ted Deyo, citizen representative
- Bill Flynn, City of Burnet Council Member
- Sylvia Breen, City of Cottonwood Shores
- Burnet Chamber of Commerce member (to be named)
- Christian Fletcher, Marble Falls Chamber of Commerce
- Media Representatives: River Cities Tribune, Burnet Bulletin, The Highlander

Meetings will be monthly or as determined by the Committee. Typical time commitments are estimated at 60 to 90 minutes per session.

The Citizens' Awareness Committee will have ten (10) primary functions:

1. Develop study goals.
2. Participate in development of Public Involvement Plan.
3. Provide observations on development patterns and trends.
4. Participate in visioning workshop to develop a linkage between land use, transportation and the broader community goals (2 to 3 hours).
5. Implement the public involvement plan.
6. Provide feedback on public information materials prepared for public meetings and outreach events.
7. Serve as a liaison between the Steering Committee, Technical Advisory Committee and residents in their area.
8. Provide feedback or vetting of assumptions, such as growth in population and employment.
9. Develop action items for plan implementation.
10. Review and comment on draft version of the plan.