

# Donald L. Ritsema

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## SKILLS

### PROFESSIONAL

- Working knowledge of land use planning principles and practices,
- Working knowledge of federal, state, and local laws and regulations that govern land use and transportation planning,
- Proficient in collecting, organizing, and evaluating data to draw rational conclusions, and
- Perform well in fast paced environments, both independently and in a team

### COMMUNICATION

- Adept in writing professional transportation and land use planning reports and plans,
- Skillful in hand drawn sketches and renderings (site plans, perspectives, and sections),
- Skillful as a graphic designer for developing plans, reports, brochures, flyers, maps, and
- Conducting presentations to local government elected and appointed officials, advisory committees, and general public

### TECHNOLOGY

- ArcGIS 10
- Google Sketchup
- Adobe Creative Suite (InDesign, Photoshop, Illustrator)
- AutoCAD
- Microsoft Office Suite

## EDUCATION

Bachelor of Science in Urban Planning and Development  
Ball State University (Accredited four year program)  
August 2006-December 2009 GPA 3.2

## WORK

Long Range Planner, City of Rock Hill

May, 2011 – Present Rock Hill, SC

- Managed and produced the College Town Area Bicycle & Pedestrian Plan
- Assisted with the development of the Cherry Road Small Area Plans via research of land use/urban design strategies, data collection and analysis, produced maps and graphics of recommended redevelopment scenarios
- Assisted with the development of the City of Rock Hill Parks, Recreation, & Tourism Department Strategic Plan – writing, design, and maps
- Produced the yearly City of Rock Hill Annual Growth Reports, which displays the growths in the following categories: demographic and housing, land area via annexations, and development approvals-major and minor site plans
- Served as the Planning Department's GIS analyst; provided data and mapping requests
- Served on the Trails & Greenways Advisory Committee, Rock Hill Bicycle/Pedestrian Task Force, and ACHIEVE Committee, which sought to make Rock Hill a better place to live, work, and play

Assistant Planner/Intern, Hillsborough County Metropolitan Planning Organization

May 2009 – January 2011 Tampa, FL

- Designed graphical representations of adopted land use strategies for the Little Manatee South Community, reflecting the community's vision and long-term options from the adopted community plan
  - Redesigning the Hillsborough County Bicycle Map by implementing a bicycle level of service suitability analysis to increase bicyclists' safety and user-friendly guide map
  - Initiated the Livable Roadways Committee to formulate design guidelines for large scale retail developments to increase pedestrian safety and proper site design
  - Produced the MPO's 2008-2009 Public Participation Plan Measures of Effectiveness Report, which highlights all of their public outreach success
  - Contributed with the development of the HUD Sustainable Regional Communities Planning Grant
  - Assisted with the development of the Hillsborough County Metropolitan Planning Organization (MPO) 2035 Long Range Transportation Plan by prioritizing all of the 2035 Needs Assessment projects
  - Coordinated with the Pasco and Pinellas counties MPOs to formulate and design a Regional Ride Guide brochure to aid with transportation for the disadvantage and elderly
  - Contributed to the MPO's public outreach efforts by utilizing my graphic design skills to design flyers, brochures, transportation and land use maps
- Planner Intern, Michiana Area Council of Governments  
June 2008 – August 2008, South Bend, IN
- Designed an off-road shared-use pathway in Goshen, Indiana that sought to connect neighborhood residents to local businesses. Project received federal CMAQ funds to conduct further traffic studies on providing accommodations for bicyclists and pedestrians
  - Redefined all of MACOG's GIS shapefiles to the right data projection to be correctly displayed on maps
  - Assisted with the travel demand forecast modeling, and developed traffic analysis reports

## AFFILIATIONS

American Planning Association (APA)  
South Carolina Chapter-American Planning Association

## ACHIEVEMENTS

Employee of the Month, December 2010  
Ball State University Dean's List, 2009