

National Committee on Uniform Traffic Control Devices

General Session—Thursday, January 08, 2004—Arlington, Virginia

Minutes of Meeting

Chairman Kobetsky called the meeting to order at 8:10am.

Executive Secretary Bob Garrett called the roll and the following council members were present:

AAA	Jeffrey Bagdade		
AAMVA	(No Delegate)		
AAR	Tom Zeinz	IACP	Gary Jenkins
AASHTO	Tom Hicks	IBTTA	Kerry Ferrier
	Rick Werts	IMSA	Jim Suzman
	Barry Warhoftig	ITE	Tom Aber
	Tim Taylor		Bruce Friedman
	Ken Kobetsky		John Fisher
	Dave Woodin		Ronnie Bell
	Ed Fischer		Gene Hawkins
	Bruce Ibarguen		Jon Upchurch
AHAS	Jerry Donaldson		Kevin Woodard
AHUA	Jim Keaton		Robert Canfield
APWA	Darryl Hockstra	NACE	Lee Billingsley
	Steve Oliver		Jeff Blue
	Jason Cosby		John Logan
AREMA	Richard Bowden	HFR	Fred Hanscom
ARTBA	Fred Peil	NAGHSR	Ron Lipps
ATSSA	Dave McKee	NCUTL&O	Ray Pusey
LAB	Richard Moeur	NSC	Harold Thompson
APTA	Paul O'Brien		

Honorary, Non-Voting Members: Dick Luettich and Carlton Robinson

Secretary Garrett declared a quorum with 38 of 39 voting members present. Also present were approximately 130 other members and visitors.

Moved by Pusey, seconded by Hawkins to approve the minutes of the last two council meetings June 12, 13, 2003. Motion approved unanimously.

Research Committee Report

Research Committee chair, Jon Upchurch, reported that the research committee will meet tonight at the FHWA turner-Fairbank Research Center and that, because of increased security at the facility, attendees will need to sign up in advance. A sign up sheet was circulated.

Chairman's Report:

Chairman Kobetsky reported on the following items from yesterday's meeting with FHWA and the Executive Board.

- The FY03 financial report shows the NCUTCD ending the year with a reserve of approximately \$75,000. This slightly over one-year's operating expenses, which is the goal. The Financial Oversight Committee reviewed the records and accounting procedures and reported that all records are in proper order.
- The board approved a revised budget for the June 2004 meeting in Juneau, Alaska. Registration for that meeting will be handled by NCUTCD staff instead of AASHTO this year.
- Approved the budget for the January 2005 meeting, which will be held at this hotel.
- Board approved the bylaws amendment to include APTA as a new sponsor. The council will vote on this later in the meeting.
- Board approved the nomination of one person for Honorary Member. That name will be presented to the Council later in the meeting.
- Approved a modified procedure for admitting a new sponsor to NCUTCD.
- Heard a report from a Leadership Development Task Force, chaired by Dave McKee, and a new committee will be appointed to implement the recommendations.
- Approved appointment of Dave Woodin as vice chair of the Markings Technical Committee.
- Approved eleven new technical members who have been assigned to technical committees as follows:
 - Bryan Katz, Science Applications—G/MI Signs Technical Committee
 - Russell Yaffee, Urban Systems Assoc.—G/MI Signs
 - Ronald Gillien, LADOT—Signals
 - Bruce Littleton, Orth-Rodgers—Signals
 - Darin Kosmak, TXDOT—RR/LRT
 - Harold Hammond, AAMVA—RR/LRT
 - Doug Bartlett, NJDOT—R/W Signs
 - Larry McMurray, MISA—R/W Signs
 - Michael Moule, Livable Streets, Inc.—R/W Signs
 - Scott Herring, St. Lucie, FL—R/W Signs
 - David Church, KSDOT—TTC

Proposed Bylaws Change

Moved by Pusey, seconded by Zeinz to approve the proposed by laws change to admit American Public Transportation Association (APTA) as a sponsor of NCUTCD. (Attachment No. 1). Motion Passed unanimously.

FHWA Report

Ernie Huckaby, FHWA MUTCD Team Leader, and other FHWA staff reported on FHWA activities and programs including the new interim approval process and future revisions of the MUTCD. Certificates were presented to those NCUTCD members who have participated in the Person-to-Person mentor program.

Edit Committee Report

Edit committee chair, Tom Hicks, presented a report (Attachment No. 2).

Canadian NC Report

John Logan presented a report on the Canadian NCUTCD. (Attachment No.3).

Technical Committee Reports

The Markings Committee presented one item, but after discussion it was deferred until tomorrow. The other technical committees reported that they would defer any action items until tomorrow.

Pedestrian Task Force Report

Pedestrian task force chair, John LaPlante reported that they met last night with 22 attendees representing all technical committees. A report of their meeting is (Attachment No. 4)

Election

Ballots were distributed to all voting members of the council. The ballots were collected and counted by the two Honorary Members, Dick Luetlich and Robby Robinson. After a short break, the results of the election were reported as follows:

NCUTCD Chair: Lee Billingsley
Vice Chair for Programs: Tom Hicks
Vice Chair for Research: Dave McKee
Treasurer: John Logan

Moved by Logan, seconded by Lipps that the ballots be destroyed and the election declared unanimous. The motion passed unanimously.

The new officers will take office at the end of this annual meeting.

Other New Officers

Chairman Kobetsky announced that the delegates of Groups II, III and IV have all caucused and elected or reelected chairs of their Groups as follows. Group chairs serve a two-year term as members of the Executive Board.

Group II: Co-chairs Ron Lipps and Kerry Ferrier
Group III Chair-Jeff Bagdade
Group IV Chair-Jim Keaton

New Honorary Member

Chairman Kobetsky announced that the board has approved Jim Pline as Honorary Member of NCUTCD. Jim is retired from the Idaho DOT originally joined the "National Joint Committee" in 1969. He has served as a "Member" of the NCUTCD 1985 to 1998, has been chair of the Research Committee and was the major author of the Low Volume Roads section of the MUTCD.

Announcements

Bob Garrett announced that the registration for this meeting is 236 paid and two complementary Honorary Members for a total of 238, which is the largest attendance ever for a NCUTCD meeting.

The 2005 summer meeting of NCUTCD will be in Buffalo, New York.

The NCUTCD web page is now in operation and is at <http://transportation.org/scote/ncutcd.html>. Information on committee actions, future meetings, etc. will be available on the web page. (Note: Since this meeting, NCUTCD leadership and AASHTO staff have been working on improving the web page. The domain names: ncutcd.org, ncutcd.com and ncutcd.net have been registered for ten years and access to the web page is now through any one of these addresses.)

Kobetsky announced that FHWA, AASHTO and others are working on a program to commercialize highway right-of-way and sell advertising. FHWA has issued a memo and AASHTO is working on procedures. A report will be issued in early spring and the issue will be brought to NCUTCD after that. Safety is the major consideration.

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Adjourn

There being no further business the meeting was adjourned at 11:25am to reconvene at 8:00am tomorrow.

Respectively submitted,

Robert M. Garrett, Executive Secretary