

**National Committee on Uniform Traffic Control Devices**

**General Session—Thursday, June 23, 2005—Buffalo, New York**

**Minutes of Meeting**

Chairman Billingsley called the meeting to order at 8:07am.

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

AAA	Jeffrey Bagdade		
AAMVA	(No Delegate)		
AAR	Mel McNichols	IACP	James DeFord
AASHTO	Tom Hicks	IBTTA	Kerry Ferrier
	Dave Woodin	IMSA	Greg Boswell
	Barry Warhoftig	ITE	Tom Aber
	Tim Taylor		Gene Putman
	Ken Kobetsky		John Fisher
	Scott Thorson		Bruce Friedman
	Bruce Ibarguen		Gene Hawkins
	Ed Fisher		Jon Upchurch
AHAS	(No Delegate)		Kevin Woodard
AHUA	Jim Keaton		Ronnie Bell
APWA	Steve Oliver	NACE	Lee Billingsley
	Darryl Hockstra		Jeff Blue
	Jim Sparks		John Logan
AREMA	Richard Bowden	HFR	Fred Hanscom
ARTBA	Fred Peil	GHSA	Ron Lipps
ATSSA	Dave McKee	NCUTL&O	Ray Pusey
LAB	Richard Moeur	NSC	Dan Magri
APTA	Paul O'Brien		

Honorary, Non-Voting Members: Jim Pline, Dick Luettich, Robbie Robinson

Secretary Garrett declared a quorum with 37 of 39 voting members present. Also present were approximately 120 other members and visitors.

**Moved by Lipps, seconded by Bowden to approve the minutes of the last two council meetings January 6, 7, 2005. Motion approved unanimously.**

**Chairman's Report**

Chairman, Lee Billingsley, reported on the previous evening's Executive Board meeting:

- Approved report of the Bylaws Task Force with recommendations for changes to the bylaws which will be presented by task force chair, Dave McKee, later in this meeting.

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- Appointed new Task Force to organize and rewrite the Rules of Procedure with Bob Garrett as chair.
- Approved new Technical Members who were introduced at this meeting (**Attachment No. 1**)
- Appointed Richard Campbell as chair and Darin Kosmak as vice chair of RR&LRT Technical Committee effective after this meeting. Chairman Billingsley recognized and thanked Richard Bowden who has been serving as RR&LRT chair.
- Approved the NCUTCD budget for FY06 and the budget for the June 2006 meeting. The NCUTCD has a reserve in excess of one-year operating budget and the board is considering ways to reduce that reserve.
- Approved a new logo for NCUTCD which will be similar to the logo used for the 25<sup>th</sup> anniversary pin.
- Approved a link on the NC website which will be a description of the HFR, since they do not have a website.
- Appointed a nominating committee to include Bruce Ibarguen, chair, Bruce Friedman and Darryl Hockstra. The committee will be soliciting nominations and will report and conduct the election at the January 2006 meeting.
- Approved a report by Robbie Robinson, chair of the Membership Development committee
- Considered an application by the American Society of Civil Engineers to become an NCUTCD sponsor with no action at this time.
- Approved a contract for FY06 with Executive Secretary, Bob Garrett.

### FHWA Report

A report of FHWA activities was presented by Regina McElroy, Director of the Office of Transportation Operations. She introduced herself and other FHWA staff in attendance.

### Report on Canadian NCUTCD

John Logan gave a report on the most recent meeting of the Canadian NCUTCD. (**Attachment No. 2**).

### Edit Committee Report

Edit Committee chair, Tom Hicks, reported that the committee had met and discussed or took action on the following items:

- Drafted jurisdiction statements for the seven technical committees, the research and edit committees which have been provided to the committees for completion and which can be used in the amended bylaws.
- Completed work on subjective words that may now appear in the MUTCD and the Technical Committees have been asked to reword their parts as needed.

### Private Facilities Task Force Report

Tom Hicks, the chair of the NCUTCD Task Force on Traffic Control Devices on Private Property, presented a report on the work of the task force (**Attachment No. 3**).

Bylaws Amendment to Add APBP

**Moved by Logan, seconded by Ibarguen to approve the bylaws amendment to add APBP as a sponsor of NCUTCD (Attachment No. 4)**

Ken Kobetsky led discussion related to need to develop a strategic plan before admitting new sponsors.

**Moved by Kobetsky, seconded by Hicks to table this motion until the next meeting in January 2006. Motion passed 30-4-2.**

Presentation on Bylaws Revisions

Dave McKee made a presentation on the proposed revisions to the NCUTCD bylaws which were developed by the bylaws task force. A detailed description of the proposed revisions will be posted on the NCUTCD website and all members and sponsors will be encouraged to review this and submit comments prior to the January 2006 meeting. The task force will then review all the comments and present a final recommendation which will be sent to Members and Sponsors in advance of the January meeting. The final version will then be voted on at the January 2006 meeting. No action was taken at this meeting.

Pedestrian Task Force Report

Pedestrian Task Force Chair, John LaPlante reported that the task force had met yesterday with 17 members in attendance. The task force is concerned with the size of "Yield Here to Peds" signs described in the 2003 MUTCD and has suggested that the RW Signs Technical Committee review this. They also discussed detectable warnings for the vision impaired, pedestrian walking speeds and pedestrian warning devices for Ped Prohibited Locations and are working on these items through the appropriate NC technical committees.

RW Signs Committee Report on Sign Shapes

RW Signs Technical Committee Chair, Bruce Ibarguen, reported that the committee had reviewed sponsor comments on the proposed changes in sections 2C.03, 2C.13, 2C.21 and 2C.39 and presented the committee recommendations (Attachment No. 5) Review of comments resulted in a proposal for a change in section 2B.02 also.

**Moved by Ibarguen, seconded by Lipps to approve proposed changes to Sections 2B.02 and 2C.03. (Attachment No. 5) Motion passed unanimously.**

**Moved by Ibarguen, seconded by Upchurch to approve proposed changes to Sections 2C.13, 2C.21 and 2C.39 (Attachment No. 5). Motion passed 35-1.**

There being no further business, the meeting was adjourned at 9.39am.

Respectively submitted,  
Robert M. Garrett, Executive Secretary