

National Committee on Uniform Traffic Control Devices

Council Meeting—Thursday, June 27, 2013—Portland, Maine

Minutes of Meeting

Chairman Billingsley called the meeting to order at 8:05am.

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

AAA	Jeff Bagdade	HFR	Fred Hanscom
AAR	David Peterson	IACP	Susan Culin
AASHTO	Robert Dean	IBTTA	Maurice Palumbo
	John Leonard	IMSA	Don Fullerton
	Bill Lambert	ITE	Gene Hawkins
	Bruce Ibarguen		Jim Ellison
	Bernard Arseneau		Ronnie Bell
	Lee Roadifer		John Fisher
	Mark Wilson		Paul Carlson
	Mark Luszczyk		Gene Putman
AHUA	Jim Keaton		Andy Ramisch
APBP	Mike Moule		Steve Jewell
APTA	No Delegate	LAB	Richard Moeur
APWA	Steve Oliver	NACE	Lee Billingsley
	Jim Sparks		Scott Wainwright
	Monica Suter		Mark Nahra
AREMA	Richard Campbell	NSC	Dan Magri
ARTBA	Tim Cox		
ASCE	Bob Bryson		
ATSSA	Roger Wentz		
GHSA	Ron Lipps		

Honorary, Non-Voting Members: Jim Pline, Dave Kuemmel, Dick Luettich and Tom Hicks

Secretary Garrett declared a quorum with 37 of 38 voting members present. Also present were approximately 170 other members and visitors.

Moved and seconded to approve the minutes of the last Council Meetings January 10 and 11, 2013. Motion passed unanimously.

Report of Actions of Executive Board Meeting – Lee Billingsley

NCUTCD Chair, Lee Billingsley, reported that the Executive Board met last night and took the following actions:

- Heard a report of the New Member Orientation from Jon Upchurch who has conducted it for the past seven years at the January meeting.
- Approved setting up an on-line registration for the next meeting including increasing the registration fee by \$10 to pay for it.
- Approved setting up a capital expense fund to pay for the future purchase of new projectors and other equipment.

- Approved the budgets for the January 2014 meeting, June 2014 meeting and FY 2014.
- Approved the appointment of Bill Lambert as chair of the RW Signs Technical Committee to replace Bruce Ibarguen who is retiring. Also approved appointment of Meg Moore as new chair of the GMI Signs Technical Committee to replace Bill Lambert. Bruce Ibarguen received a standing ovation in recognition of his long service with the NCUTCD.
- Approved a new contract for the Executive Secretary, Bob Garrett
- Appointed a nominating committee of Bernie Arseneau, chair, John Fisher and Tim Cox to nominate candidates for officers and conduct the election at the January 2014 meeting.
- Appointed a Financial Oversight Committee of Jim Sparks, chair, Rick Campbell and Maurice Palumbo to audit the financial affairs of NCUTCD.
- Approved 11 new Technical and one new Associate Member. (Attachment No.1)

Chairman Billingsley then announced the new members and presented each with a NCUTCD pin.

FHWA Report

Chung Eng, FHWA MUTCD Team Leader, reviewed the results of the RFP on splitting the MUTCD indicating that 95% of the responses recommended not splitting the MUTCD or waiting until the strategic plan is complete. He reviewed the reasons responders are against splitting the MUTCD. As a result of the response to the RFP, FHWA now favors streamlining and reorganizing the manual to make it more usable rather than splitting it. Their planned approach will include:

- Not proceed at this time with rulemaking to split the MUTCD
- Wait for the strategic plan
- Begin by addressing visibility
- Plan to have revised MUTCD in 2016
- Incorporate streamlining in the new manual

He reviewed their plan including Part 3 as an example.

There was discussion including the following:

- FHWA & NCUTCD will review the Bikeway Design Guide for inclusion in the MUTCD
- We need to get recommendations to sponsors after the January 2014 meeting
- The schedule could be revised based on the final strategic plan.
- Should have two NCUTCD meetings to review the NPA for the new MUTCD.

Chung also announced a plan to have a revised edition of the Standard Highway Signs by December 2013.

Edit Committee Report

Edit Committee chair, Gene Hawkins, made a presentation on the draft long range plan for the MUTCD including the following:

- The first meeting of the committee was in June 2005 in Buffalo, NY
- A follow up meeting was held in January 2006
- The Strategic Plan Task Force first met in January 2010
- The first draft of the strategic plan has been completed at this meeting
- Next month the final draft and request for comments will be posted on the website, <http://mutcd.tamu.edu> and sent to all NCUTCD Members.
- The final draft and a ballot will be sent to Sponsors in the fall 2013
- At the January 2014 meeting the Council will vote to approve the plan and the final version will be sent to FHWA.

Gene then described the structure of the document.

There was considerable discussion on the draft plan including the following:

- Concern about time required to work on the strategic plan and get FHWA response.
- Suggestion to extend January meeting through Saturday to complete review of plan. Pointed out that, at this time there is no plan to extend meeting to Saturday.
- Suggestion that we recommend that the new MUTCD be delayed until 2018.
- Discussion of LR Plan language.
- There will be two ways to comment on the LR Plan; Comment on the website and Sponsor comments.
- Reviewed definitions of “shall”, “must”, “should”

Research Committee Report

Research Committee chair, Paul Carlson, reported that the committee will meet tonight and he reviewed the agenda. He indicated that they will consider scheduling a field trip at the June 2014 meeting in Minneapolis.

Canadian NCUTCD Report

Scott Wainwright reported that he had attended the last meeting of the Canadian Traffic Operations and Maintenance Standing Committee (TOMSC) which is the Canadian equivalent of our NCUTCD. John Logan is our official representative to the TOMSC and he did attend the last meeting, but is unable to be here to report due to illness. Scott reported the following:

- Canada does have a MUTCD, but it is not available on-line and is sold by TOMSC.
- Their MUTCD was last published in the 1990's
- Most provinces use the MUTCD but it is not consistent. There is much variation.

- The next meeting will be July 21-22, 2013 in Winnipeg, Manitoba.

Announcement of next NCUTCD Summer Meeting

Bernie Arseneau reported that the next summer meeting will be held June 25-27, 2014 in Minneapolis. The AASHTO meeting planner and Bob Garrett will be going to Minneapolis, probably in October, to select a hotel. The 2015 summer meeting will be held in Texas, probably in San Antonio.

RW Signs Technical Committee Report

RW Signs chair, Bruce Ibarguen, reported that the committee had met yesterday with 26 members and six visitors in attendance. They reviewed sponsor comments to the three items that they had recommended at the January meeting. He presented the following items for action:

RW No. 1

Bruce presented the committee recommendation on Section 2B-12. There was discussion and two amendments proposed, both of which failed to get the required 26 affirmative votes.

Moved and seconded to approve the RW Signs recommendation on Section 2B.12. Motion passed unanimously.

Bruce then presented the committee recommendation on Section 7B.12.

Moved and seconded to approve the RW Signs recommendation on Section 7B.12. Motion passed with three opposed.

Moved and seconded to approve RW No.1. (Attachment No.2)

RW No. 2

Paul Carlson described the changes made to the original proposal, based upon sponsor comments.

Moved and seconded to approve RW No. 2. (Attachment No. 3). Motion passed with one opposed.

There were no other action items for the Council at this time and the meeting was adjourned at 12:05 pm.

Respectfully submitted, Robert M. Garrett, Executive Secretary