

National Committee on Uniform Traffic Control Devices

Council Meeting—Thursday, June 18, 2015—San Antonio, TX 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	Bryan Katz
AAR	Dave Huya	IACP	No Delegate
AASHTO	John Barton, Chair	IBTTA	Maurice Palumbo
	Richard Moeur	IMSA	Don Fullerton
	Tom Honich	ITE	John Fisher, Chair
	Meg Moore		Paul Carlson
	John Leonard		Ronnie Bell
	Lee Roadifer		Brent Ogden
	Dave Woodin		Herman Hill
	Mark Wilson		Gene Hawkins
AHUA	Jon Upchurch		Scott Wainwright
APBP	Craig Williams		David Woosley
APTA	Jeff LaMora	LAB	Rock Miller
APWA	Steve Oliver	NACE	Lee Billingsley
	Bob Garbacz		Jeff Blue
	Monica Suter		Mark Nahra
AREMA	Richard Campbell	NSC	Dan Magri
ARTBA	Tim Cox		
ASCE	Bob Bryson		
ATSSA	Roger Wentz		
GHSA	No Delegate		

Honorary, Non-Voting Members: Jim Pline, George Butzer and Ray Pusey

Secretary Garrett declared a quorum with 36 of 38 voting members present. Also present were approximately 200 other members and visitors.

**Moved and seconded to approve the minutes of the last Council Meetings January 8 and 9, 2015.
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:

- Dave Kuemmel was approved as an Emeritus Honorary Member
- Approved the contract for Bob Garrett as Executive Secretary for FY 2016
- Approved the appointment of new Technical Committee officers; Tim Huya, Vice Chair of RRLRT, Tom Honich, Chair of GMI Signs and Tim Crouch Vice Chair of GMI Signs.
- Approved formation of new Autonomous Vehicle Task Force with Jeff Bagdade as Chair. We are asking each Technical Committee to appoint two members to this Task Force and ask any other interested NCUTCD Members to contact the NC Chair

- Approved eight new Technical Members. Lee then introduced each of the new technical members and presented them with NCUTCD member pins.
- Approved a proposed change to Section 11 of the bylaws which had been sent to sponsors with no comment received.

**Moved and seconded to approve the change in Section 11 of the NCUTCD bylaws
(Attachment No. 1). Motion passed unanimously.**

Rick Campbell, Chair of RRLRT Technical Committee, now introduced Lynn Markel of BNSF Railroad, who is retiring and who has been a strong supporter of NCUTCD for many years. Lynn received a standing ovation.

FHWA Report

Kevin Sylvester made a presentation on FHWA activities. He introduced members of the MUTCD Team and indicated that there are only three staff members at this time and they are recruiting two more.

He reported on the status of the NPA for the new MUTCD and indicated that it will probably not be issued this year. The current schedule is for the NPA to be issued in May 2016 with a six month comment period ending in November 2016. The Final Rule will probably be issued in November 2018. He indicated that they will accept proposed changes now, but can't promise that they will be included in the NPA.

There will be a Request for Comment (RFC) on the Vision & Strategic Plan in September 2015 with a 45 to 60 day comment period.

Edit Committee Report

Monica Suter, chair of the MUTCD Resolution Task Force, gave a report on their work in drafting a letter to FHWA regarding the application and design of new traffic control devices (TCDs) that are not included in the Manual on Uniform Traffic Control Devices (MUTCD). She introduced the task force members and indicated that they have had six conference calls since the resolution was approved in January. She described how they have created the draft letter to FHWA and described the main points of the letter, which was approved by the Executive Board last night. There were some questions and discussion about what actions are needed by technical committees.

Gene Hawkins, chair of the Edit Committee, reported that the MUTCD Strategic Plan was approved by the NCUTCD Council at the January 2014 meeting. Because of the SROPT effort, further work [on the](#) NCUTCD Strategic Plan has been on hold. He is now looking for 3-4 people to work on the NCUTCD Strategic Plan. He asked for volunteers to contact him at gene.hawkins@tamu.edu.

He discussed work of the Edit Committee on improving the NCUTCD website. He indicated that a task force, chaired by Jon Esslinger, had prepared a Request for Proposal (RFP) which was sent to seven prospective contractors. Only one proposal was received, which was reviewed by the Edit Committee which recommended not accepting because of the excessive cost. The Edit Committee has now received approval from the Executive Board to spend up to \$5,000 to work with NCUTCD Sponsors to upgrade and redesign the current website. Gene will be working on this and reporting back to the board in January.

Gene then made a presentation on SROPT which the Edit Committee has been working on for several months. Council approved language for the Introduction and Part 1. GMI and Signals later presented elements of the SROPT material which was approved by Council. The remainder of the SROPT proposed language will be presented to Council at a future meeting and will be submitted to FHWA when the SROPT material for all parts of the MUTCD has been approved

Research Committee Report

Research Committee chair, Paul Carlson, reported that three of seven proposals for research which had been submitted by the Research Committee, have been approved and funded. The Research Committee will meet tonight to discuss new proposals prepared by technical committees and hear some other presentations. He invited any interested members or guests to attend.

Canadian NCUTCD Report

Ernie Huckaby reported on the Canadian TOMSC Meeting. April 17-18, 2015 in Ottawa.

- Their bylaws were amended to include a member of the US NCUTCD as a voting member.
- Reported on several projects involving new signs.
- Next TOMSC meeting will be September 26-27 which will be followed by the Transportation Association of Canada (TAC) Conference September 27-30. At the TAC conference there are exhibits and Technical sessions similar to TRB. Both will be at Charlottetown, Prince Edward Island,

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Report on 2016 Summer Meeting Location

John Hibbard, GA DOT, gave a presentation on next year's NCUTCD summer meeting which will be held June 8-10 at the Hilton hotel in Savannah, GA.

Moved and seconded to approve the Edit Committee report. Motion passed unanimously.

Signals Committee Report

Ronnie Bell reported that the committee had met yesterday and recommends approval of Part 4 of the SROPT items as it was sent to Sponsors without any changes.

Moved and seconded to approve the SROPT changes in Part 4 of the MUTCD as it was sent to Sponsors. Motion passed unanimously.

There being no further business, the meeting was adjourned at 11:30 am.

Respectfully submitted,

Robert M. Garrett, Executive Secretary