

**National Committee on Uniform Traffic Control Devices**

**Council Meeting—Thursday, January 10, 2008—Arlington, Virginia**  
**Minutes of Meeting**

Chairman Billingsley called the meeting to order at 1:00pm.

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

AAA	Jeff Bagdade		
AAR	Mel McNichols	IACP	No Delegate
AASHTO	Del McOmie	IBTTA	Kerry Ferrier
	Dave Woodin	IMSA	Don Fullerton
	Barry Warhoftig	ITE	Tom Aber
	Tim Taylor		Gene Putman
	Ken Kobetsky		John Fisher
	Tom Hicks		Bruce Friedman
	Bruce Ibarguen		John LaPlante
	Ed Fischer		Andy Ramisch
AHAS	No Delegate		Gene Hawkins
AHUA	Jim Keaton		Ronnie Bell
APWA	Steve Oliver	NACE	Lee Billingsley
	Julio Fuentes		Jeff Blue
	Jim Sparks		John Logan
AREMA	Richard Campbell	HFR	Phil Garvey
ARTBA	Tim Cox	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 Luetlich, Dave Kuemmel, George Butzer

Secretary Garrett declared a quorum with 36 of 38 voting members present. Also present were approximately 170 other members and visitors.

Garrett also reported that the registration for this meeting, as of today, is 275 compared with 261 in 2007 and 266 in 2006. (The final registration was 282)

**Moved by Logan, seconded by Putman to approve the minutes of the last two council meetings June 21 & 22, 2007. Motion approved unanimously.**

**Chairman's Report of Executive Board Actions**

Chair, Lee Billingsley, reported that the Executive Board had met last evening and took action on the following items:

- Approved reappointment of all current technical committee chairs.
- Approved the reappointment of technical committee members as recommended by the technical committee chairs.
- Approved the financial report for FY 2007

- Approved a report by the Financial Oversight Committee who had examined all the financial records of NCUTCD and reported that all financial operations are being conducted properly.
- Considered applications from two organizations who are applying to be NCUTCD sponsors. A committee was appointed to examine the applications and report at the next meeting with recommendations.
- Approved 12 applications for new Technical Members. Chair Billingsley introduced the new members. (Attachment No.1)
- Approved the budget for the January 2009 meeting with registration fees of \$85 early and \$135 late

Billingsley also noted that Group II members have re-elected Ron Lipps and elected Paul O'Brien as their Group Chairs for the next two years. Group III members have re-elected Richard Moeur and Group IV re-elected Jim Keaton. Billingsley recognized and thanked Kerry Ferrier for his service as Group II co-chair for the past four years.

#### Funding for MUTCD

Billingsley explained that the Executive Board had discussed and approved a recommendation that NCUTCD send a letter to DOT recommending that funding be provided for FHWA to hire a consultant to assist with the publication of the new MUTCD.

**Moved by Logan, seconded by Moeur that NCUTCD prepare and send a letter to USDOT expressing concern about the publication of the new MUTCD and recommending that funding be provided for FHWA to hire a consultant to assist with the timely publication of the MUTCD. Motion passed unanimously.**

#### Proposed Bylaws Amendment

Billingsley pointed out that the proposed bylaws amendment had been sent to sponsors the required 30 days in advance of this meeting and that no comment has been received. However, it has been discovered that there could be some problem with the interpretation of this wording. Further that, because this issue is covered in Roberts Rules of Order and Section 13.1 of the bylaws indicates that "on questions of parliamentary procedure not covered in the Bylaws or the Operating Procedure, Roberts Rules of Order (latest edition) shall prevail" it is only necessary to delete the last sentence of Section 8.1. The Executive Board discussed this yesterday and decided that the proposed bylaws amendment should be changed to just deleting the last sentence of section 8.1 and that this should be presented to the Council today without being sent back to sponsors and members since it is considered an editorial change. Billingsley also reported that Ronnie Bell had noted that while Article 6.6(4) provides that a vote of two-thirds of the Members of the Council determines the policy of the National Committee, the intended meaning of this Article would be enhanced if stated "an affirmative vote of two-thirds." The Executive Board did approve this change in the proposed bylaws amendment.

**Moved by Keaton, seconded by Logan to approve the proposed bylaws amendment to delete the last sentence of Section 8.1 which is “The presiding officer shall vote only in case of a tie.” and add the word “affirmative” in the last sentence of Article 6.6(4) as follows, “An affirmative vote of two-thirds...” Motion passed unanimously.**

#### FHWA Report

Hari Kalla was introduced to present a report on the recently published NPA on the MUTCD. Kalla first introduced Bob Arnold, the new Director of the Office of Transportation Operations. Then Kalla then made a power point overview of the NPA with examples.

#### Presentation to Linda Brown

Billingsley made a presentation of a plaque to Linda Brown who has announced her retirement from FHWA expressing that *“NCUTCD expresses its sincere appreciation to Linda Brown for her faithful dedication to improving traffic safety throughout her 35 year career with the Federal Highway Administration and for her untiring cooperation and assistance in the work of the NCUTCD.”*

#### Edit Committee Report

Edit Committee chair, Tom Hicks, reported that the committee had met yesterday and worked on the following items:

- MUTCD formatting – recommendation for a format for NPA presentations, if any, will be made following this meeting.
- Two other ‘formatting’ issues will be considered by June – the normal presentation of items to the NC, and a possible print style change to distinguish ‘Guidance’ statements from support
- Paragraph Numbering – ‘dark color’ and ‘indented’ within the paragraph is favored
- Review of Part 1- to be undertaken this winter-spring and considered in June
- Definitions – Technical Committees are being asked to consider term definitions as the amendments are reviewed. This will be a subject for review beyond June 2008
- Traffic Control Devices on Private Property – wording now in Part 1, and in other Parts. The Edit Committee will be reviewing all MUTCD Parts for consistency of wording with regard to this.
- Low-Volume Roads – a subject for future discussion about the status of Part 5; there will be an attachment to the Minutes covering some thoughts on the matter

- What is a TCD – a continuing question that will be dealt with in the near future. We previously requested that the TC's be thinking about this, and we would like to see the MUTCD steering committee proposed several years ago, reformed to discuss this matter.

Tom also introduced Clarence Haskett, who works for the Maryland DOT and has helped with the registration for the NCUTCD Annual Meeting for 12 years.

#### Canadian NCUTCD Report

John Logan made a power point presentation on the Canadian NCUTCD. Report is included as (Attachment No. 2)

#### Pedestrian Task Force Report.

Chair John LaPlante reported that the Pedestrian Task Force met on Wednesday, January 9<sup>th</sup> at 5 PM. 19 people were in attendance, including 16 Technical Committee members.

There were a number of status reports on several pedestrian-related TCD Pool Fund studies, FHWA/Access Board joint research projects, and other pertinent NCHRP projects, including an NCHRP project on pedestrian solutions at roundabouts and channelized turn lanes and LED-mode stutter flash pedestrian crossing traffic control devices.

The majority of the Task Force meeting time was devoted to discussion of the pedestrian issues in the new NPA. Both R&W TC and BTC are discussing the proposed revisions to the push button signs (to include the Canadian finger) and the combined bike/ped crossing sign. The Signals TC noted that the NPA mandates countdown clocks at all pedestrian signal locations with flashing ped hand phase more than 3 seconds, with a 10-year compliance period. (There was some question regarding this relatively short compliance period.) The NPA also includes the previously approved 3.5 fps/3.0 fps ped walk speeds calculations and HAWK pedestrian beacon/hybrid signal. The NPA discussion concluded with a detailed discussion of the Chapter 6 pedestrian-related issues, none of which was in conflict with previously approved National Committee recommendations.

Other discussion included ongoing concerns about the lack of any meaningful guidelines or warrants for in-roadway lights for pedestrian crosswalks and the possible inclusion of yellow and all-red clearance intervals during the count-down clock pedestrian clearance phase.

Finally, Paul Box asked for proposed low-cost traffic research study requests for possible funding by the newly-established Paul and Marilyn Box Transportation Research Foundation at Auburn University.

#### TTC Technical Committee Report

TTC Technical Committee Chair, Gene Putman reported that the committee had met Wednesday, reviewed the Part 6 sections of the proposed new MUTCD as published in the Federal Register

January 2, 2008 as Notice of Proposed Amendment, Docket No. FHWA 2007-28977 and are prepared to present some TTC recommendations to the Council at this time. He then presented TTC recommendations which were voted on by the Council. The recommendations that were approved by the Council are included as (Attachment No. 3).

There was some discussion on the NC Chair voting with the bylaws change approved and it was

**Moved by Logan, seconded by Magri that the bylaws amendment approved at this meeting be effective at this meeting. Motion passed unanimously.**

Bicycle Technical Committee Report

Bicycle Technical Committee Chair, Richard Moeur, reported that the committee met Wednesday, reviewed the Part 9 sections of the new MUTCD and are prepared to present some recommendations to the Council today. He then presented recommendations on Sections 9A, 9B and 9C. The recommendations that were approved by the Council are included as (Attachment No.4).

**Note: Attachment No.4 includes Bicycle Committee recommendations that were approved at both the January 10 and January 12 Council meetings.**

Markings Technical Committee Report

Markings Technical Committee chair, Gene Hawkins reported the committee met Wednesday and reviewed Part 3 sections of the new MUTCD and is prepared to present some recommendations to the Council today. He then presented recommendations on Sections 3A.01 through 3A.05. The recommendations that were approved by the Council are included as (Attachment No. 5).

**Note: Attachment No.5 includes Markings Committee recommendations that were approved at both the January 10 and January 12 Council meetings.**

There being no further business, the meeting was adjourned at 5:12pm.

Respectively submitted,

Robert M. Garrett  
Executive Secretary

Meeting was adjourned at 12:00 noon.

Respectively submitted,

Robert M. Garrett, Executive Secretary