

**National Committee on Uniform Traffic Control Devices**

**Council Meeting—Thursday, January 10, 2013—Arlington, Virginia**

**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	Brian Katz
AAR	David Peterson	IACP	Susan Culin
AASHTO	Robert Dean	IBTTA	Maurice Palumbo
	Susan Groth	IMSA	Don Fullerton
	Bill Lambert	ITE	Gene Hawkins
	Bruce Ibarguen		Jim Ellison
	Bernard Arseneau		Ronnie Bell
	Lee Roadifer		John Fisher
	Mark Wilson		Paul Carlson
	Dave Woodin		Gene Putman
AHUA	Jim Keaton		Andy Ramisch
APBP	Bill Schultheiss		Joe Pecora
APTA	Phil Olekszyk	LAB	Richard Moeur
APWA	Steve Oliver	NACE	Lee Billingsley
	Robert Garbacz		Jeff Blue
	Monica Suter		Tim Haagsma
AREMA	Richard Campbell	NSC	Dan Magri
ARTBA	Tim Cox		
ASCE	Bob Bryson		
ATSSA	Roger Wentz		
GHSA	Ron Lipps		

Honorary, Non-Voting Members: Jim Pline, George Butzer, Dave Kuemmel, Ken Kobetsky and Tom Hicks

Secretary Garrett declared a quorum with 38 of 38 voting members present. Also present were approximately 150 other members and visitors.

**Moved and seconded to approve the minutes of the last Council Meetings June 21 & 22, 2012.  
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:

- The Financial Oversight Committee recommended that NCUTCD establish a special capital expense item in the budget to cover future capital expenses for the purchase of new projectors or other items. A task force was appointed with Tim Cox as chair and including Rick Campbell, Ken Kobetsky and Roger Wentz.

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- Approved the budget for the June 2014 meeting.
- Approved seven new Technical Members. Chairman Billingsley then introduced the new Technical Members, as well as newly appointed Member and Associate Member from IACP and presented them membership pins.
- Approved Tom Hicks as an Honorary Member. Billingsley then presented the Honorary Member plaque to Tom Hicks and he took his seat with the Council.

### FHWA Report

Chung Eng, FHWA MUTCD Team Leader, introduced members of the MUTCD team. He then made a presentation on the FHWA Request for Comment (RFC) on splitting the MUTCD into two volumes, which will be published in the Federal Register tomorrow, January 11 and comments will close on March 12. They plan to publish a new MUTCD in 2016. NCUTCD has been provided with an advance copy of the RFC for review and comment by the technical committees at this meeting. He said that input from NCUTCD is very important and they look forward to our comment on the RFC.

He also reported that the MUTCD team is working on the Standard Signs Manual with the plan of publishing an updated version in 2015.

### Research Committee Report

Research Committee chair, Paul Carlson, reported that the committee will meet tonight and invited NCUTCD members and visitors to attend. There is a meeting agenda at the registration table.

### Edit Committee Report

Edit Committee chair, Gene Hawkins, reported that they had met yesterday morning with 15 members and 15 visitors present. They spent all of their time on preparing a draft of NCUTCD's response to the RFC on splitting the MUTCD. They are getting input from the Council today and all of the technical committees, this afternoon and will be presenting the final draft to the Council meeting tomorrow.

He also reported that the Streets Open to Public Travel (SOPT) Committee had met yesterday. They have two ballot items which they were not able to finish, so they will not have any items to present to the Council.

He also reported that the Web Presence Task Force will meet after this meeting in the Monticello Room.

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Strategic Planning Committee Report

Gene Hawkins reported that a Strategic Plan Web Site, [www.mutcd.tamu.edu](http://www.mutcd.tamu.edu), is up and running and several white papers are posted. He is now developing a draft version of the strategic plan. They plan to have a draft to go to Sponsors after the June 2013 meeting, which will then be ready for Council vote at the January 2014 meeting. He then presented a questionnaire and asked NCUTCD Members to answer 14 questions and he tabulated the answers.

He then presented a draft on the NCUTCD response to the RFC. There was considerable discussion and Hawkins indicated that the input from the Council and the Technical Committees will be incorporated into the final draft which will be presented for Council action tomorrow.

June 2013 NCUTCD Meeting – Portland, Maine

Bruce Ibarguen gave a presentation on the June meeting in Portland.

There being no further business, the meeting was adjourned at 11:37 am.

Respectfully submitted,

Robert M. Garrett, NCUTCD Executive Secretary