

2016 Annual Report



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2016 NCITE Secretary

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Table of Contents

A MESSAGE FROM NCITE's 2016 PRESIDENT	I
EXECUTIVE SUMMARY	II
ABOUT NCITE	4
ELECTED LEADERSHIP	5
PURPOSE, MISSION AND GOALS	5
2016 NCITE EXECUTIVE BOARD	6
PAST NCITE PRESIDENTS	7
PAST MIDWESTERN ITE DISTRICT 4 DIRECTORS	7
NCITE MEMBERSHIP	8
SECTION MEMBERSHIP	8
NEW MEMBERS	9
SECTION DISTINGUISHED MEMBERS	10
ITE LIFE MEMBERS	10
SECTION LIFE MEMBERS	11
SECTION LIFE AFFILIATES	11
MEMBERSHIP SERVICES	12
2016 NCITE EVENT SCHEDULE	13
SECTION MEETINGS	14
SOCIAL MEETING & SCHOLARSHIP FUNDRAISER – JOINT MEETING WITH ITS MINNESOTA	20
SUMMER SOCIAL	20
PAST PRESIDENTS MEETING	20
2016 EXECUTIVE BOARD MEETINGS	20
ANNUAL MEETING	21
2016 MIDWEST DISTRICT ANNUAL MEETING	25
2016 ITE INTERNATIONAL ANNUAL MEETING	25
NCITE COMMITTEES	26
TECHNICAL COMMITTEES	26
COMMUNICATIONS GROUP	29
OTHER COMMITTEES	30
LEGISLATIVE ACTIVITIES	32
FINANCES	33
SUMMARY	35
APPENDICES	36
APPENDIX A: 2016 ITE MIDWESTERN DISTRICT OFFICERS AND REPRESENTATIVES	37
APPENDIX B: DISTRICT AND SECTION RULES AND RESPONSIBILITIES	39

A MESSAGE FROM NCITE'S 2016 PRESIDENT

As I close out my term as NCITE's 2016 president, I can offer to any future candidates my honest assessment that it all seems to go by very fast! This feeling was probably bolstered by the fact that this was a notable year for NCITE, with several "firsts" and some big things lined up for the coming years.

Our membership remains strong and stable over the past few years, currently at 370 members plus 16 affiliates as of the end of 2016. In 2016, NCITE hosted six regular section meetings with technical presentations, in addition to our Annual Meeting in November, with a sum total of 312 attendees. The most well attended meetings were both held at Coffman Union at the University of Minnesota, in January and September, both of which drew 69 attendees.



This past year included the formation of the NCITE Younger Member Committee, thanks to the efforts of several motivated younger members. In partnership with the Women's Transportation Seminar, NCITE co-hosted an ethics training session in March to help members fulfill the new Minnesota ethics training requirements. This year we also processed our first on-site credit card payment for a section meeting, secured our official non-profit status, debuted a new advertising/sponsorship structure, and held our annual meeting at "Whirlyball" for the first time. At the annual meeting, NCITE recognized its Past President Award winners for 2016: Denny Eyler as Transportation Professional of the Year, and Scott Poska as Young Transportation Professional of the Year.

NCITE continued to excel in our communications with membership, earning the MWITE Section Website Award for the seventh straight year, and also winning the ITE newsletter award for the fifth straight year. Our technical committees and Operations discussion group continue to be active venues for member involvement, hosting a combined 37 meetings. My thanks to all of our committee chairs (and co-chairs) and our entire communications team for helping to keep member outreach and interaction as one of our section's strengths!

This fall, it was announced that ITE has selected Minneapolis as the location for the 2018 ITE Annual Meeting. My thanks to all that worked hard to showcase our Section and location to the ITE staff this year, and I have great confidence that our local arrangements team and our incoming Section and District leadership will do NCITE proud as we help to plan this important event in 2018!

I have been honored to serve as NCITE president in 2016 and I look forward to continue to see the section grow and develop, and to serve our organization in other capacities. I hope to see you at a section or committee meeting in the coming year!

Sincerely,

A handwritten signature in blue ink, which appears to read "Joe Gustafson".

Joseph Gustafson, P.E., PTOE
2016 NCITE President

EXECUTIVE SUMMARY

2016 was yet another eventful and productive year for NCITE! The Technical Committees continued to be active, providing opportunities for on-going education, information sharing, and networking for our members. The tradition of monthly Section Meetings, providing Professional Development opportunities, and actively engaging our student chapters was continued.

Meetings

- NCITE held six Section Meetings covering a range of timely transportation topics, with a total of 312 attendees over the course of the year.
- NCITE Members and their guests enjoyed a dinner and an evening of adrenaline-charged Whirlyball at Whirlyball Maple Grove for the Annual Meeting in November.
- The Summer Social consisted of lawn bowling at Brit's Pub in late July.
- The NCITE Executive Board met 11 times.
- Five of NCITE's six Technical Committees (Geometric Design, Intersection Traffic Control, Intelligent Transportation Systems, Pedestrian and Traffic Safety, and Simulation & Capacity Analysis) met regularly and remained active discussing current issues in their areas. NCITE's Traffic Operation and Maintenance Discussion Group, in their sixth year, continued to meet monthly.
- The Past President's meeting was held in May at Bennett's Chop and Rail House and gave past leaders of NCITE an opportunity to share their ideas with current section leadership.

Student Activities

- NCITE awarded three \$500 Intern Scholarship awards in 2016. Winners were: **Stephen Johnson, Sarah Sularz, and Jacqueline Nowak.**
- The University of Minnesota took 1st place in the Midwest ITE Traffic Bowl and participated in the Traffic Bowl at the ITE Annual Meeting.
- Students from the University of Minnesota attended the Midwest ITE Student Leadership summit at Iowa State University in September.
- Funding was made available for student chapters of the University of Minnesota, North Dakota State University, and South Dakota University.

Communications / Membership

- NCITE published five INCITER Newsletters, including the annual Election Edition.
- The NCITE 2015 Annual Report was published in April 2016.
- The 2016 Membership Guide was published in August 2016.
- NCITE welcomed 21 new members in 2016: 19 ITE members and 2 student members.

Awards

NCITE and its members received the following awards in 2016:

- Midwestern District **2016 Section Website Award** – 7th Straight Year
- International ITE **2016 Newsletter Award for 250-500 Circulation** – 5th Straight Year
- The NCITE **Past President's Award** for an individual who has made outstanding contributions to NCITE, ITE and/or through achievements in the Transportation/Traffic Engineering profession was presented to **Denny Eyler**.
- The NCITE **Young Transportation Professional of the Year Award** for an individual who is 35 years old or younger, and who is making outstanding contribution to NCITE was presented to **Scott Poska**.

Legislative Activities

NCITE remained ready to be involved in upcoming Legislative sessions as the voice of transportation engineering professionals through keeping track of specific legislation and communicating key legislative activities to its members.

ABOUT NCITE

The North Central Section of the Institute of Transportation Engineers (NCITE) consists of [Institute of Transportation Engineers \(ITE\)](#) members and affiliated persons residing in Minnesota, North Dakota, and South Dakota. NCITE is a section within the ITE's 4th District, and within [MidwesternITE](#), which covers 11 Midwestern states.



ITE International District Map



NCITE (in dark red) Section Map

NCITE was organized in 1963 and, like its parent organization, ITE, has its roots in the traffic engineering profession. NCITE members reflect the diversity of our profession, and count planners, architects, retired professionals, and technicians among its membership. One only needs to be active in the field of transportation or traffic engineering to be eligible to join ITE. Only Members of ITE may be members of the Section; those individuals not eligible for ITE membership may join NCITE as Section Affiliates.

There are three student chapters of ITE in the Section. The University of Minnesota Interdisciplinary Transportation Student Organization (ITSO) in Minneapolis, North Dakota State University in Fargo, and South Dakota State University in Brookings.

Elected Leadership

The NCITE Executive Board consists of eight (8) elected members who act as:

- President
- Vice President
- Secretary
- Treasurer
- Directors (3)
- Past President

Election as NCITE Secretary begins a four-year commitment to the Executive Board. After the Secretary's one-year term is complete, they automatically ascend to Vice President, then President the following year. The fourth in this automatic succession is served as Immediate Past President and is the last year on the Board. This progression provides continuity between Boards and builds in a level of institutional knowledge to the Board.

The NCITE Executive Board elections are held in the fall of each year with the result announced at the Annual Meeting. NCITE has been conducting elections online since 2008. The "Election Buddy" (www.electionbuddy.com) service administered the online elections. Holding the elections online resulted in an excellent voter turnout with 102 ballots being cast out of a possible 387. This resulted in a 26% ballot return rate for the Fall 2016 election.

Purpose, Mission and Goals

The Purpose and Goals of NCITE are spelled out in our Charter:

1. Advance the objectives of the Institute;
2. Foster closer association of Institute members;
3. Encourage members to prepare or discuss papers;
4. Prepare suggestions on matters of policy to the Board of Direction of the Institute;
5. Consider local transportation and traffic engineering problems;
6. Cooperate with other local engineering groups on matters of common interest;
7. Present the transportation and traffic engineering point of view consistent with established institute policies;
8. Encourage the introduction of transportation and traffic engineering courses in colleges, universities and technical schools in the Section.

The NCITE Executive Board strives to achieve these goals through section activities:

1. Ensuring strong commitment to professional development opportunities for members
2. Continuing outreach to non-transportation professionals to teach and promote transportation principals and professions.
3. Providing Information to our membership through newsletters, publications, committee reports and board meeting minutes.

4. Acting as a resource to members to find information and opinions through our web page and mentoring.
5. Providing leadership opportunities for members through committee chairmanships and executive board opportunities.
6. Promoting technology through research and implementation

2016 NCITE Executive Board

President:

Joe Gustafson
Washington County
(651) 430-4351
joe.gustafson@co.washington.mn.us

Directors:

Ken Levin
Hennepin County Public Works
(612) 596-0297
Kenneth.levin@hennepin.us

Vice President:

Mike Martinez
HDR Engineering, Inc.
(763) 591-5442
michael.martinez@hdrinc.com

Max Moreland
Spack Consulting
(888) 232-5512
mmoreland@spackconsulting.com

Secretary:

Scott Poska
SRF Consulting Group, Inc.
(763) 452-4823
sposka@srfconsulting.com

Jacob Folkeringa
SRF Consulting Group, Inc.
(763) 452-4730
jfolkeringa@srfconsulting.com

Treasurer:

Jeff Preston
Stantec
(651) 604-4816
Jeff.Preston@stantec.com

Past President:

Katie Schmidt
HDR Engineering, Inc.
(763) 591-5496
Katherine.schmidt@hdrinc.com

Past NCITE Presidents

Year	Name	Year	Name	Year	Name
1963	Deane Wenger – D	1981	Jerry Edwards – M	1999	Todd Foster
1964	Deane Wenger – D	1982	Gregory Finstad - R	2000	Joel Katz – R
1965	C. Todd Heglund – D	1983	Charles Wold – D	2001	Stephen J. Manhart
1966	James Spicola – D	1984	Mark Wikelius	2002	Thomas Sohrweide
1967	Edward Bather – R	1985	Lyle Berg – R	2003	John Crawford
1968	Samuel Fisher – D	1986	Wayne Matsumoto	2004	Bob Green
1969	Robert Peterson – R	1987	Howard Preston	2005	Michael Spack
1970	Kenneth Kopitzke – R	1988	Delbert Gerdes	2006	Carla Stueve
1971	Jack Anderson – M	1989	Gary Rylander – M	2007	Marcus Culver
1972	Dave Koski – R	1990	Robert Sands – R	2008	Wayne Sandberg
1973	Dennis Hansen – R	1991	Stephen Alderson	2009	Randy Newton
1974	Peter Fausch - R	1992	Ferrol Robinson - R	2010	Kristi Sebastian
1975	Douglas Differt – R	1993	Allan Klugman	2011	Sue Zarling
1976	Richard Wolsfeld - R	1994	Mike Robinson	2012	Nick Erpelding
1977	Thomas Campbell – R	1995	Bernie Arseneau	2013	JoNette Kuhnau
1978	Sheldon Johnson – R	1996	Charles T. Rickart	2014	Mike Anderson
1979	Mathew Huber – D	1997	Joe Kern - R	2015	Katie Schmidt
1980	Robert Roettger - R	1998	Bob Winter		

KEY: D – Deceased R – Retired M – Moved out of Section

Past Midwestern ITE District 4 Directors

Year	Name	Section	Year	Name	Section
1956-57	George J. Fisher	MOVITE	1983	Sheldon Johnson	NCITE
1958-59	William R. Marston	Midwest	1984	C. Todd Heglund	NCITE
1960-61	Evan E. Olmstead	Midwest	1985	Jack W. Anderson	NCITE
<i>Elections for District Directors Started in 1962</i>			1986-88	Jack W. Anderson	NCITE
1962-63	Joseph J Feuchter	MOVITE	1989-91	Garry M. Metcalf	MOVITE
1964-65	John E. Baerwald	Midwest	1992-94	Richard J Butula	Wisconsin
1966	Charles S. Michalski	Midwest	1995-97	Thomas E. Campbell	NCITE
1967	Charles S. Michalski	Illinois	1998-01	Stephen N. Van Winkle	Illinois
1968-69	Hermann M. Batts	MOVITE	2001-03	Earl E. Newman	MOVITE
1970-71	Harvey Shebesta	Wisconsin	2004-06	Kenneth H. Voigt	Wisconsin
1972-73	Edward C. Bather	NCITE	2007-09	Stephen J. Manhart	NCITE
1974-76	Martin E. Blachman	Illinois	2010-12	Robert K. Seyfried	Illinois
1977-79	George L. Crawford	MOVITE	2013-15	Shawn Leight	MOVITE
1980-82	Floyd I. Jones	Wisconsin	2016-18	John Davis	Wisconsin

*District 4 started on March 6, 1949

NCITE MEMBERSHIP

The North Central Section of the Institute of Transportation Engineers (NCITE) welcomes membership from persons who are engaged in the fields of transportation or traffic engineering and planning. The Section has two membership grades -- Section Member and Section Affiliate.

NCITE Membership continues to reflect the diverse professions that comprise the transportation community in Minnesota and the Dakotas. At 370 members, NCITE strives to provide opportunities for every member to get to know each other both professionally and personally.

Section Membership

SECTION MEMBER. Any voting member of International ITE residing in Minnesota, North Dakota or South Dakota can be a North Central Section Member by filing this application with the Section Secretary or Membership Chair and paying the current year's annual dues, collected by International ITE. A Section Member can be classified as either an Agency Member or a Current Member depending on whether they are an individual member or a member through their employer.

SECTION AFFILIATE. Those persons who have an interest in transportation or traffic engineering and/or planning, but are not eligible to be voting members of the International ITE, may become Section Affiliates. Section Affiliates need not reside in the three states that comprise the North Central Section.

As of December 31, 2016, NCITE had the following Membership enrollment by state:

State	Member Count
Minnesota	334
North Dakota	24
South Dakota	12
Grand Total	370

Of NCITE's 370 members, 16 are Section Affiliates.

New Members

NCITE is only as strong as its individual members. We strive to continually reinforce the value of NCITE membership to our current members, and to continue to expand our community by obtaining new members. In 2016, we welcomed 21 new members – 19 ITE members and 2 new Student members.

These members within NCITE are as follows:

<u>Name</u>	<u>Member Type</u>
Mr. Benjamin Hawkins	Member
Mr. Hafiz Munir	Member
Ms. Jacqueline Nowak	University of Minnesota
Mr. Paul Smude	Member
Mr. Clayton Bayer	Member
Mr. Timothy Drew	Member
Mr. Jason Gottfried	Member
Mr. Jenifer Hager	Member
Ms. Rebecca Hughes	Member
Mr. Michael Kondziolka	Member
Mr. Morris Luke	Member
Mr. Tom Peterson	Member
Mr. Jason Pieper	Member
Mr. William Prince	Member
Ms. Cortney Falero	Member
Mr. Derek Leuer	Member
Mr. Todd Olson	Member
Mr. Denver Tolliver	North Dakota State University
Mr. Doug Arnold	Member
Mr. Michael Fairbanks	Member
Ms. Lindsay Gaines	Member

Section Distinguished Members

Distinguished Members of the Section are Section Members who have performed long-standing, notable, and exemplary service in the interests of the Section and of the transportation or traffic engineering profession. Section Distinguished Members are exempt from further Section annual dues and any special assessments, and are entitled to all of the rights and privileges of Section membership. The number of living Distinguished Members is limited to three (3) percent of the total Section membership on the preceding January 1, excluding Student members.

Edward Bather	Sheldon Johnson
Lyle Berg	Dave Koski
Tom Campbell	Howard Preston
Doug Differt	Bob Sands
Sam Fischer – D	James Spicola – D
Matt Huber – D	Deane Wenger – D

KEY: D – Deceased

ITE Life Members

The designation of ITE Life Member membership status is given by ITE International to members that are in good standing in the Institute, have reached the age of 65, and have paid the Institute dues above the Student Level for 25 years, including the current year.

Donald Anderson	Denny Eyler	Dave Warner
Edward Bather, Jr.	Peter Fausch	Thomas Wetmore
Tom Becker	Greg Finstad	Richard Wolsfeld, Jr.
Jeff Bednar	Dallas Hildebrand	James Zalusky
William Belrose	John Hotvet	
Duane Bentz	Sheldon Johnson	Prepaid Life Members:
Lyle Berg	Joel Katz	Kenneth Anderson
Dharam Bobra	David Koski	Robert Benke
Thomas Campbell	James Kranig	James Benshoof
Helmer Christenson	Perry Plank	John Bowers
Ralph Clare – D	Howard Preston	Dennis Hansen
David Daubert	Robert Sands	Ken Markve
Gary Davis	Gary Shannon	
Douglas Differt	Michael Sheehan	
Harold Eriksen	Glen Van Wormer	

Section Life Members

The designation of Section Life Member membership status is given by the Executive Board upon receipt of written request. Any Section Member who is a member in good standing in the Institute and who has reached the age of 55, has paid the Institute dues above the Student Level for 20 years, including the current year, and is no longer deriving his or her principal income from the practice of transportation or traffic engineering, shall be eligible to be a Section Life Member. Section Life Members shall be entitled to all of the rights and privileges of their Section membership classification; except that the Board may adopt policies governing the placement of Section Life Members on inactive status, and providing a procedure for persons on inactive status to exclude themselves from receiving some or all Section mailings and publications not related to elections, voting and voting eligibility.

Gordon Adams
Steve Alderson
Mike Belrose
Bruce Boje
Robert A. Kurpius – D

Kenneth Olson - D
Robert Peterson
Robert Roettger
Jerry Smrcka
KEY: D – Deceased

Section Life Affiliates

The designation of Section Life Affiliate membership status, similar to Section Life Member status, is given by the Executive Board upon receipt of written request. Any Section Affiliate who is a member in good standing in the Section and who has reached the age of 55, has paid Section dues above the Student Level for 20 years, including the current year, and is no longer deriving his or her principal income from the practice of transportation or traffic engineering, shall be eligible to be a Section Life Affiliate. Section Life Affiliates shall be entitled to all of the rights and privileges of their Section Affiliate classification; except that the Board may adopt policies governing the placement of Section Life Affiliates on inactive status, and providing a procedure for persons on inactive

status to exclude themselves from receiving some or all Section mailings and publications not related to elections, voting and voting eligibility.

Harold Ameter
Carl Hoffstedt
James Newland - D

KEY: D – Deceased

Membership Services

Our Board and Membership Chair are committed to ensuring that members see and feel value in being a part of NCITE. The goal of bringing value to our members is accomplished in the various activities and initiatives our section accomplished this year:

- Held monthly technical section meeting sessions throughout the year.
- Provided an Annual Report and Membership Guide
- Maintained an easy to navigate web page, where members may find information on the organization, read the quarterly newsletter and find extensive archive of Executive Board and Committee meeting minutes.
- Developed partnerships with other transportation organizations in the Midwest, , including:
 - ITS Minnesota
 - WTS Minnesota Chapter
 - Minnesota Local Technical Assistance Program (LTAP)
 - City Engineers Association of Minnesota (CEAM)
 - Minnesota County Engineers Association (MCEA)
 - American Traffic Safety Services Association (ATSSA)
 - University of Minnesota
 - North Dakota State University
 - South Dakota State University
- Offered a professional development opportunity for our members. This training course, usually offered at lower rates for our members, provided an opportunity for our members to obtain professional development hours, while obtaining detailed technical training.
- Supported Midwestern and National ITE events, workshops, and courses for members through sending board members to the section and national meeting, promoting events, workshops, and courses at section meetings and highlighting meetings in our newsletter.
- Supporting student activities and attendance at meetings to encourage the future of the transportation profession.

2016 NCITE EVENT SCHEDULE



Month	Day	2016 NCITE Schedule	Committee Chair Invited
January	14	NCITE Board Meeting - Washington County (Host: Joe Gustafson)	Professional Development
	10-14	TRB 94th Annual Meeting - Washington DC	
	19-22	MN County Engineers Association Annual Conference - Cragun's Resort	
	28	NCITE Section Lunch Meeting (Lead Director: Max)	
	27-29	MN City Engineers Annual Conference - Earle Brown Center, Brooklyn Park	
February	31-Feb 2	ATSSA's 46th Annual Traffic Expo - New Orleans, LA	
	5	MSES Winter Meeting	
	11	NCITE Board Meeting - HDR (Host: Mike Martinez)	Ped & Traffic Safety Chair
	Distribute Winter Newsletter		
	16-17	CTS Transportation Career Expo - Coffman Union, U of M	
March	23	NCITE Section Breakfast Meeting (Lead Director: Jake)	
	1-3	ITE - IMSA Spring Conference - Phoenix, AZ	
	8-10	CCE Mn Transportation Conference / ITS MN Annual Meeting	
	10	NCITE Board Meeting - SRF (Host: Scott Poska)	Membership Chair
	15-16	ATSSA Northland Chapter How-To Workshop, Fargo, ND	
	24*	NCITE Ethics Training Event	
April	25*	NCITE Section Lunch Meeting (Lead Director: Ken)	
	Distribute Annual Report - End of March		
	14	NCITE Board Meeting - Stantec (Host: Jeff Preston)	Geometric Design Chair
	24-28	National Association of County Engineers Annual Conference - Tacoma, WA	
	7*	NCITE Section Lunch Meeting (Lead Director: Max)	
May	7	NCITE Board Meeting - Alliant (Host: Katie Schmidt)	Student Activities Chair
	11-13	MPWA Spring Conference - Grand View Lodge	
	14*	NCITE Past Presidents Dinner	
	19	Minnesota Roadway Maintenance Training and Demo Day - Camp Ripley	
	24-26	AASHTO Spring Meeting - Des Moines	
	18-20	WTS Annual Conference - Austin, TX	
June	Distribute Spring Newsletter - Mid May		
	6	MSES Spring Golf Outing - Emerald Greens, Hastings	
	3*	Joint Section Fundraiser with WTS and ITS (Lead Director: Jake)	
	11	NCITE Board Meeting - SRF (Host: Jake)	ITS Chair
	12-15	ITS America Annual Meeting, San Jose, CA	
July	26-28	ITE Midwestern District Conference - Chicago	
	14	NCITE Board Meeting - If Needed (TBD)	
	18-21	National LTAP/TTAP Conference - Madison, WI	
	27	NCITE Summer Social Outing - Brits (Lead Director: Ken)	
August	14-17	ITE Annual Meeting and Exhibit - Anaheim, CA	
	11	NCITE Board Meeting - Hennepin County (Host: Ken)	SimCap Chair
	28-31	APWA International "PWX" Conference - Minneapolis	
	Distribute Summer Newsletter - Mid August		
September	8	NCITE Board Meeting - TDI/Spack Consulting (Host: Max)	Planning Methods Chair
	13*	NCITE Section Lunch Meeting (Lead Director: Max)	
	14-16	MSES Fall Outing, Grand View Lodge	
October	2-5	National Rural ITS Conference - Chattanooga, TN	
	TBD	ITS MN Fall Industry Forum	
	13	NCITE Board Meeting - Washington County (Host: Joe Gustafson)	Geometric Design Chair
	21*	NCITE Section Meeting with ITS (Lead Director: Jake)	
November	Distribute Election Newsletter - Mid October		
	10	NCITE Board Meeting - Stantec (Host: Jeff Preston)	ITS Chair
	12-15	AASHTO Annual Meeting - Boston	
	16-17	2016 Statewide Toward Zero Deaths Conference - Duluth	
	TBD	MPWA Fall Conference	
December	18*	NCITE Annual Meeting (Lead Director: Ken / All)	
	Distribute Fall Newsletter - Late November		
	6*	NCITE Transfer of Duties Meeting - Directors (Existing and New)	
Jan. 2017	8	NCITE Joint Board Meeting - Washington County (Host: Joe Gustafson)	None - Joint Board Meeting
	*11	NCITE Section Lunch Meeting - Director #1	
	*12	NCITE Board Meeting - HDR (Host: Mike Martinez)	Membership Chair
	8-12	TRB Annual Meeting - Washington DC	
	17-20	MN County Engineers Association Annual Conference	
	TBD	MN City Engineers Annual Conference - Earle Brown Center, Brooklyn Center	

*Date is Tentative

Prepared by Joe Gustafson - 2016 NCITE President

Section Meetings

NCITE strives to hold a minimum of six (6) Section Meetings every year. These meetings are typically held in the months of January, February, March, April/May, September, and October. In 2016, we continued an initiative that began in 2014 to hold a joint fundraising meeting with ITS Minnesota.

The Section Meetings include networking prior to a lunch or breakfast followed by a welcome by the president, introduction of all members in attendance, brief overview of section and ITE activities followed by the keynote speaker or presenters on a timely transportation topic of interest to the membership. A summer social is held which includes a fun activity for members to get to know each other better. Our Annual Section Meeting is held in November and is covered in detail in the next section.

January 28th – Lunch Meeting at the University of Minnesota Coffman Memorial Union (Mississippi Room)

Topic: Displaced Left Turn Intersections

Attendees: 69

The first section meeting featured Gilbert Chiewicki from Advanced Transportation Solutions, a division of American Consulting, who presented on Displaced Left Turn intersections. Some of the highlights of the presentation included:

- Displaced Left Turn (DLT) intersections are also referred to as Continuous Flow intersections (CFI). At these intersections, left turn movements are relocated to the far side of the opposing roadway via interconnected signalized crossovers in advance of the main intersection.
- These intersections can operate in a 4-leg and a 3-leg (“tee”) configuration.
- Mexico has the most DLT intersections in the world. In the US, Utah is a leader with over a dozen.
- A 4-legged DLT intersection has 30 conflict points. A traditional 4-legged intersection has 32 conflict points.
- Pedestrian signal phases at DLT intersections require longer signal cycle lengths.
- Bicycles can be accommodated at DLT intersections with bicycle boxes in the corners of the main intersection.
- The distance between the main intersection and crossover is generally 300-500 feet.
- Advance left-turn signing is needed upstream of the crossover intersection.
- Angled signal indications are recommended at the crossover intersections.
- Staggered stop bars are recommended at DLT intersections.
- DLT intersections cost more than traditional at-grade intersections but are substantially lower in cost compared to grade separated intersections. Recent DLT intersections in Utah have cost approximately \$3 million to construct.

February 23rd – Breakfast Meeting at Jax Café, Minneapolis

Topic: I-35E Cayuga Project and MnPass Express System

Attendees: 51

The second section meeting featured Mike Martinez from HDR who presented on the I-35E Cayuga Project and Brad Larsen and Morrie Luke from MnPass who presented on the MnPass Express System. Some of the highlights of the presentations included:

I-35E Cayuga Project

- The project had \$116M budgeted for improvements and was Design-Bid-Build.
- There were several deficiencies within the limits of the project:
 - Significant congestion resulting from almost 150,000 VPD (2009).
 - Weaving movements due to closely spaced southbound interchanges at Pennsylvania, University and I-94.
 - Substandard NB acceleration lane from Pennsylvania Ave.
 - Several bridges on the Chapter 152 list for replacement.
 - Lack of managed lane strategies that encourage high occupancy travel.
 - No direct access from Pennsylvania/Phalen to SB I-35E/I-94.
- The project included the following improvements and benefits:
 - Replacement of bridges and pavements which were nearing the end of their useful life.
 - Improved interchange separation.
 - Safer merging.
 - Improved traffic flow.
 - Improved local access.
 - 1st Phase of I-35E MnPASS Express Lanes.
 - Gateway Trail extension.

MnPass Express System

- I-35E North Corridor:
 - Phase 1 (Little Canada Road to Cayuga) is open. A MnPass Lane was added in this phase.
 - Phase 2 will open in December 2016. A MnPass lane will be added in this phase.
 - Phase 3 will open in December 2016. Conventional MnPass lanes will be added through the I-35E/I-694 commons area.
- Other funded MnPass corridor improvements:
 - I-35W south (46th St to 26th St) scheduled for construction in 2017.
 - I-35W (TH 36 to Lexington) is funded in 2019/2020.
 - I-94 Corridor Study between downtown Minneapolis and St. Paul (I-394 to TH 61).
- MnPass projects in planning/development phase:
 - NB TH 77 (Apple Valley to Bloomington).
 - I-494/TH 62 (Eden Prairie to MSP).

- TH 169 to TH 55 transitway (Shakopee to Plymouth)
 - EB TH 36 (I-35W to I-35E)
- New MnPass features:
 - Larger digital price signs.
 - New Transcore Type 6B tag readers (similar to TX and LA) enabling future interoperability with other state toll systems.
 - Interoperability with MSP airport parking and Minneapolis A, B, C garages being looked at.
- MnPass has 2 tag reader types: switchable tag and sticker tag
 - Switchable tag can be moved between cars. Costs \$15. Has paid MnPass and free HOV modes controlled by a switch. 80% of users are getting these types of readers.
 - Sticker tag is affixed to a single vehicle. Free of charge for as many vehicles as you want. It is always on regardless of HOV. 20% of users are getting these types of readers.
- MnPass Enforcement
 - Current contract is through FY 2016. State Patrol is paid OT for enforcement.
 - New 3 year pilot program starts in August 2016. 6 State Trooper team dedicated to enforcement.

March 29th – Lunch Meeting at Mozza Mia, Edina

Topic: Making Transportation Work For Minnesota

Attendees: 48

The third section meeting featured Scott McBride from MnDOT who presented on transportation funding in Minnesota. Some of the highlights of the presentation included:

- In 2017, MnDOT will have 18% less funding for roads and bridges. By 2019, MnDOT will have 49% less funding (i.e. “fiscal cliff”). This will result in no additional capacity added to the State Highway system.
- The 10 year State system funding gap is \$6 billion.
- Long-term investment plan is needed that is sustainable, dedicated, and predictable.
- Transportation investments fuel economic growth and support business expansion, enhance safety for traveling public, maintain existing infrastructure, and support to thousands of jobs in transportation sector
- Preservation vs. modernization is key focus at MnDOT. Examples include green epoxy steel reinforcement, aluminized pipe, and LED lighting. In the Metro District for example, LED lighting electricity costs are going down from \$2.1 million in 2014 to \$1.9 million in 2015.
- The Metro district has just under 150 bridges between Minneapolis and St. Paul on I-94. These bridges were all built around 1968.
- Mobility funding will wind down completely by 2022.

May 10th – Lunch Meeting at Union Depot, St.Paul

Topic: Union Depot Update

Attendees: 39

The fourth section meeting featured Jean Krueger and Andrew Gizlaff from the Ramsey County Regional Railroad Authority who presented an update on Union Depot since it opened in late 2012. Some of the highlights of the presentation included:

- The original Depot was built in 1851 and sustained 2 fires. Work began on a new Depot in the current location in 1917 and was completed in 1926. The new Depot had 10 platforms and 21 tracks. The last passenger train at the Depot was in 1971. It made it on the National Register of Historical Places in 1974. From 1971 through the late 2000s, it was used for rail access by the US Postal Service, parking, restaurants, office space, and condominiums.
- Renovation work began on the new Depot in 2011 after a LOCATE task force recommended it be a transportation hub in 2002. The project was funded by a combination of federal sources, state bonds, and Ramsey County Railroad Authority levies. The total cost was \$243 million.
- The renovation was completed in 2012. The timeframe for completion was dictated by the SAFETEA LU funding sunset date.
- The design/build contractor team consisted of Mortensen Construction, HGA, and URS. The project produced an estimated 4400 jobs.
- The renovation had several challenges. At the last minute, the FTA required track signalization. The weather interfered with construction with spring flooding and winter extreme temperatures.
- Current and planned transportation providers are as follows: Metro Transit bus, Jefferson Lines, Casino shuttles, bicycle storage, Megabus, Greyhound Lines, Amtrak, ZipCar, Car2Go, Metro Transit Green Line LRT, bike trail, and Segway.
- In 2014 the Depot achieved LEED Gold certification.
- The Depot is planned to be a transportation hub for Ramsey County. Several transitway projects are in the pre-project development phase that will directly impact the Depot. The Gateway Corridor Gold Line BRT is proposed to connect Woodbury to the Depot in 2023 at an estimated cost of \$485 million. The Riverview Corridor is proposed to connect MSP airport and MOA with the Depot in 2025 via either BRT, LRT, Streetcar, or DMU. The Rush Line is proposed to connect Forest Lake to the Depot in 2025 via either BRT, LRT, or DMU. Finally, the Red Rock BRT Corridor is proposed to connect Hastings with the Depot at a cost of an estimated \$44 million.

September 27th – Lunch Meeting at Hiway Credit Union, St. Paul

Topic: Getting More Life from Old Diamond Interchanges

Attendees: 36

The fifth section meeting featured Denny Eyler from SRF to present on getting more life from old diamond interchanges. Some of the highlights of the presentation included:

- It is important to try and get more life from old diamond interchanges since funding is limited and added capacity is often needed, it can improve safety at low cost, and innovative interchange designs can often use existing bridges.
- There are 76 diamond interchanges with 4 or fewer lanes, through the bridge, in the Twin Cities Metro Area. Outer metro area interchanges were built in the 1960's and 1970's, where suburban development has occurred.
- Some innovative interchange ideas include: roundabouts at ramp intersections, diverging diamond or double crossover diamond – DDI/DCD, diamond with added entrance loops or added inverted loops, lefts in advance and contraflow lefts, offset SPUI, 4 point diamond or ThrU-turn diamond, and unbalanced lanes.
- A DDI was selected for the I-494 at 34th Avenue interchange. The right turns from the exit ramps have two lanes and are signal controlled. The DDI is run with one controller to assure coordinated pre-emption for LRT. Several other alternatives were tested including a SPUI, which was initially thought to be the answer by the City of Bloomington, but it would have required major reconstruction. The I-494 bridges would have had to be rebuilt and the grade changed either on I-494 or for 34th and the LRT line, in order to accommodate the deep girders required for the long bridge spans of a SPUI.
- The I-494 at US 169 interchange used to be a diamond interchange. In the 1970's, a four level directional interchange with some local access was the proposed solution to the growing traffic demands. Money was tight, so only the new central bridges were built around the year 1980 to fit the future directional. The bridges had width for 3 lanes plus shoulders in each direction. The bridges were then striped in the interim to provide 2 through lanes and double lefts and the interchange continued for awhile as a diamond. In the 1990's the loops were added as the north-south roadway became US 169 which later finally became a freeway. Recently, the interchange was rebuilt to a partial directional along with 3-½ diamond interchanges for local access and 6 roundabouts for local ramp intersections.
- The I-494 at County 9 diamond interchange were built in the 1960's. The bridge has four lanes and no dedicated left turn lanes. Pedestrians are carried on a separate bridge along the south side. Several alternatives have been proposed and evaluated including roundabouts at the ramp intersections, conversion to a DDI, adding entrance loops and enhancing the existing design to be a 4-point diamond. The 4-point diamond design provides the most increased capacity at the least cost.

- Some recommendations when evaluating improvements to a diamond interchange include: have a long range view of the needs and your options, understand existing and forecast traffic, use planning level volume / capacity calculations for alternatives comparison, develop a range of alternatives, make sure the preferred alternative meet the project goals, don't build the wrong thing to standards, consider maintenance issues, and consider signing requirements.

October 17th – Lunch Meeting at the University of Minnesota Coffman Memorial Union (Mississippi Room)

Topic: Computerized Crash Reports Usability and Design Investigation

Attendees: 69

- The sixth section meeting featured Dr. Nichole Morris from CTS to present on the computerized crash reports usability and design investigation. Some of the highlights of the presentation included:
- Nichole was hired by the State of Minnesota to overhaul the state's crash report form MnCrash. Specifically, the project entailed the design and creation of a crash report interface that improves accuracy, speed, reliability, and meaningfulness of crash report data utilizing Human Factors (HF) analyses and principles as well as capitalizing on the experience and expertise of law enforcement.
- Phase 1 consisted of assessing the existing crash report using HF principles to address human and system performance issues. This included Hierarchical Task Analysis, Cognitive Walkthrough Analyses, Interviews, Card Sorting Tasks, and Survey.
- Interviews consisted of samples from 12 officers from 7 different agencies with 1-20+ years of experience.
- Issues that impede complete data on crash reports included court implications and reconstruction constraints. Officers are hesitant to include factors they cannot prove in court. However, defense attorneys use it all of the time! Officers are hesitant to contradict findings of a reconstruction report.
- Phase 2 consisted of Design & Usability Testing. This was to build a mock-up crash report based on the findings and recommendations of the HTA, card sorting, and cognitive walkthrough analysis. This was where focus was placed on the type of interface style, either wizard or full form.
- After extensive testing, users were split in preference between wizard and form-based interface. Therefore, both interfaces were recommended for use.
- MnCrash went live on January 1, 2016. Feedback has been positive so far.

Social Meeting & Scholarship Fundraiser – Joint Meeting with ITS Minnesota

June 15th, Fulton Brewing, Minneapolis, MN

Attendees: 20

A joint fundraiser was held between NCITE and ITS Minnesota on June 15th at the Fulton brewery in Minneapolis. The third annual event was a success with positive reviews, a good distribution of age groups, and successful fundraising. The organizers followed state guidelines for administering the raffle.

Summer Social

July 27th – Brit's Pub, Minneapolis, MN

Attendees: 40

The NCITE Summer Social was held at the popular Brit's Pub along Nicollet Mall in downtown Minneapolis. The group enjoyed a rain free evening on the roof with dinner followed by some competitive lawn bowling. The organizers were pleased to have increased the attendance from last year by nearly 100%.

Past Presidents Meeting

May 19th, Bennett's Chop & Rail House, St. Paul, MN

The Past Presidents Dinner is held each spring for the past presidents of NCITE to discuss current activities of the section, share information from the past and ideas for moving forward. 2016 NCITE President Joe Gustafson began the meeting with introductions and an overview of some of NCITE's initiatives for 2016, including a summary of the new ITE International dues structure, section meeting registration costs, and an update about the 2018 ITE Annual Meeting letter of interest. Open discussion followed which entailed exchanging stories from the days of yore.

Executive Board Meetings

In 2016, the NCITE Executive Board met eleven times. A typical agenda included time for previous meeting minute review and approval, treasurer reports, committee reports, review of the upcoming section meeting plans and a round robin discussion. Each meeting included topics timely to the meeting and included reviewing goals of the board, election items, and requests made to the board. Action items were reviewed and assigned at each meeting. Committee chairs were welcome to attend the meetings and were specifically invited to join one meeting a year to discuss committee activities and initiatives with the board.

Annual Meeting

November 10th – Whirlyball, Maple Grove, MN

Attendees: 53

NCITE's 2016 Annual meeting was held at Whirlball in Maple Grove, MN. After a social hour and a seated dinner, Joe Gustafson took the podium with the following agenda:

- Introductions
- MWITE and ITE International Update
- 2016 Year-in-Review
- Awards
- Election Results
- Whirlyball
- Raffle

Keeping with NCITE traditions, attendees introduced themselves, stated their employer, NCITE involvement and answered the Question of the Night "What is your favorite odd-ball team sport?" Answers varied from Kubb to Curling.

MWITE and ITE International Update



John Davis, the District 4 (Midwest) ITE International Director, presented on the latest MWITE and ITE activities. Results of the ITE International Election for 2017 leadership are as follows: Shawn Leight, ITE International President, Michael Sanderson, ITE International Vice President Elect, and Paula Flores, ITE International Past President. John continued with a MWITE leadership update with Rebecca Szymkowski serving as president in 2017.

ITE International is focusing on branding efforts and has come up with 4 Cornerstones: Relevant, Recognized, Connected, and Value-Added. They are also working on attracting new members by clearly stating benefits of membership: Connections, Keep in the Know, Find Solutions, Grow Your Career, and Make Your Voice Heard. 2017 initiatives include: Strengthening ITE's Program, Global ITE Sections, Revise Board Committees, Smart Cities, and Link Transportation to Public Health. The International Board has also recommended some changes to membership dues, membership constitution (to attract new members), and nomination process for International officer candidates.

The 2017 MWITE Annual Meeting will be in Madison, Wisconsin June 18-20. The ITE Annual Meeting will be in Toronto, Ontario, Canada July 30-August 2.

2016 Year-in-Review

Joe summarized the sections' highlights, which included:

- 6 section meetings
- The 3rd Annual NCITE/ITS MN Fundraiser at Fulton Brewing
- Summer Social event at Brit's Pub
- Award of \$1,500 in scholarships
- Completed board initiatives of obtaining non-profit status and updating bylaws, board duties, and policies.
- The addition of the Younger Member Committee.
- Successfully bidding to host the 2018 ITE International Annual Meeting!
- The addition of 19 new members and 2 student members.
- Section's financial status which showed that NCITE continues to operate in a good financial standing.

Joe then presented the section awards for 2016.

Our section earned two awards in 2016, through the hard work of **Mike Martinez** and **Jonah Finkelstein** (Section website) and **Jacob Folkeringa** and **Cortney Falero** (Section newsletter):

- Midwestern District **2016 Section Website Award** – 7th Straight Year
- International ITE **2016 Newsletter Award for 250-500 Circulation** – 5th Straight Year



Mike Martinez



Jonah Finkelstein



Jacob Folkeringa



Cortney Falero

The next award was the Young Transportation Professional of the Year award. This award is given by the past presidents of NCITE to a member 35 years of age or younger who is active in NCITE and in the profession. 2016's recipient was **Scott Poska**.



Scott Poska

The final award was the Past President's Award, also given by the past presidents of NCITE to a member who has contributed greatly to the profession over his or her career. This year's recipient was **Denny Eyler**.



Denny Eyler

Joe recognized and thanked the various technical and standing committee chairs for their efforts in 2016. They included:

Technical Committee Chairs:

- Intersection Traffic Control, Mark Wagner
- ITS, Durga Panda and Morris Luke
- Planning Methods and Applications, Steve Wilson
- Pedestrian and Traffic Safety, Natalie Lindsoe
- Geometric Design, Kelly Besser
- Simulation and Capacity Analysis, Ben Hao

Communications Group:

- Communications Committee Coordinator, Jacob Folkeringa
- Newsletter Coordinator, Cortney Falero
- Technology Coordinator, Joe DeVore
- Website Coordinator, Jonah Finkelstein
- Student Activities, Abby Rieckman and Kevin Peterson

- Membership Coordinator, Nick Ollrich

Standing Committee Chairs:

- Professional Development, Nik Costello
- Traffic Operations and Maintenance, Adam Bruening
- Younger Member Committee, Nick Ollrich

Joe then recognized and thanked the members of the 2016 executive board:

- Mike Martinez, Vice President
- Scott Poska, Secretary
- Jeff Preston, Treasurer
- Katie Schmidt, Past President
- Ken Levin, Director
- Jacob Folkeringa, Director
- Max Moreland, Director

Joe then announced the results of the two proposed changes to the bylaws:

- To clarify what was voted upon at the 2015 Election, Section 3.3 has been revised to include Board quorum defined as at least 5 of 8 members of the executive board and, the NCITE president shall not vote unless to break a tie.
- Section 3.5 has been revised to remove reference to the Nominating Committee.

Joe then announced election results for the 2017 NCITE Executive Board. Mike Martinez, 2017 President, thanked Joe for his years of service on the NCITE board and presented him with a plaque of recognition. The 2017 Executive Board is as follows:

- Mike Martinez, President (by succession)
- Scott Poska, Vice President (by succession)
- Jeff Preston, Secretary
- Jacob Folkeringa, Treasurer
- Nick Ollrich, Director
- Abby Rieckman, Director
- Mark Wagner, Director
- Immediate Past President, Joe Gustafson

John Davis, the District 4 (Midwest) ITE International Director inducted the 2017 officers.

This concluded the business meeting and the attendees proceeded to enjoy spirited games of Whirlyball. The attendees regrouped for raffle prizes prior to the end of the meeting.

2016 Midwest District Annual Meeting



Joint Midwestern and Great Lakes District Meeting, June 26 – June 28 in Chicago, Illinois.

2016 ITE International Annual Meeting



NCITE COMMITTEES

Technical Committees

Each technical committee's goal is to share detailed information of relevant topics of interest to its members. NCITE members are encouraged to participate in any of these meetings. These committees strengthen NCITE through supplementing the monthly section meeting forum by offering a smaller group setting to share ideas and discuss various transportation issues.

Geometric Design Committee

2016 Chair: Kelly Besser, Stonebrooke Engineering

2016 Meetings: 4

The committee strives to meet every other month in non-summer months. 2016 meeting topics included:

- Moorehead DDI and project design alternatives
- Performance based practical design and incorporation into MnDOT's policy
- Roundtable discussion – Future GDC topics
- "Don't do what I did!" Jim Rosenow's critique of past projects from the perspective of practical and performance based design

Intersection Traffic Control Committee

2016 Chair: Mark Wagner, SEH

2016 Meetings: 7

Committee attendance continued to be strong with typical attendance of 15 to 20 people depending on the topics presented and locations of meetings. Meetings were spread throughout the Metro area. State, County, and City staff, along with private consultants attended each meeting. This provided a broad range of perspectives to intersection traffic control topics. Each meeting included topics relevant to the traffic engineering community. In addition, the Intersection Traffic Control Committee held a joint meeting with the Pedestrian and Traffic Safety Committee. The first meeting was a brainstorming session for committee meeting topics for 2016.

Topics for 2016 included:

- Intersection Conflict Warning System signage
- Lane Reduction Striping Study
- Plymouth Flashing Yellow Arrow Evaluation and Prioritization Study
- Blue Line design
- Bicycle Signals and Protected Bikeways
- Blue Line Pedestrian Grade Crossings
- MnDOT ATMS Selection Process

Pedestrian & Traffic Safety

2016 Chair: Natalie Lindsoe, HDR

2016 Meetings: 6

The Committee met roughly every other month in 2016. Committee attendance was strong with typical attendance of 15 to 20 people. In addition, the Pedestrian and Traffic Safety Committee held a joint meeting with the Intersection Traffic Control Committee and the Association of Pedestrian and Bicycle Professionals (APBP). The first meeting was a brainstorming session for committee meeting topics for 2016.

Topics for 2016 included:

- West Lake LRT Station Multimodal Study
- Cedar Ave 4-to-3 Lane Conversion Project
- MnDOT Pedestrian/Bike Counting Project
- Blue Line Pedestrian Grade Crossings
- Managing Public Requests

ITS Technical Committee

2016 Chairs: Durga Panda, retired

Morris Luke, MnDOT

2016 Meetings: 6

The Committee met roughly every other month in 2016. The ITS Technical committee is a joint committee of NCITE and ITS Minnesota. The Joint NCITE/ITSMN Technical Committee completed its seventh year as a committee in 2016. The Committee provides a forum for ITS professionals from both public and private agencies to address technical issues related to ITS technologies and applications in improving traffic safety and mobility and to share lessons learned from various ITS projects. The meeting format includes a round robin for the participants to share information about ITS activities or projects they are involved with, an update on any MnDOT Traffic Engineering Organization ITS subcommittee meetings, followed by presentations and discussions on current topics for selected ITS projects, or discussions on a selected ITS related topics. The meetings were well attended by participants from MnDOT, the University of Minnesota, cities, counties, consultants, and private agencies.

Topics for 2016 included:

- Turning Connected Vehicle Data into Traffic Measures Using V2I Emulator
- Remote Monitoring Systems Engineering
- Technology in State Patrol Squad Cars
- ITS Equipment Maintenance
- Increased Safety Risks of In-Vehicle Signing
- RICWS Evaluation and Design Investigation

Simulation & Capacity Analysis (“SimCap”)

2016 Chair: Ben Hao, Hennepin County

2016 Meetings: 6

2016 was the third year for the NCITE Simulation & Capacity Analysis Committee. The committee is forum for analysis methods with the intention of developing best practices for traffic modeling in our region. The meeting format includes presentations and discussions on current topics followed by task group updates and concludes with a round robin for the participants to share information about projects they are involved with. The committee has identified a list of technical topics and formed several sub-groups to collect information, prepare summaries and facilitate group discussions. These topics and sub-groups include MnDOT Freeway Modeling Guidance updates, Freeway Capacity and LOS criteria, Traffic Analysis Reporting, Mesoscopic modeling, calibration roundabout to real capacity and etc. The committee meets on a bi-monthly basis and meetings were well attended by traffic professionals and researchers from both public and private agencies.

Topics for 2016 included:

- I-35W Managed Lanes: Techniques and Analysis
- Blue Line Extension Microsimulation Modeling Challenges and Lessons Learned
- Using DTA/Mesoscopic Modeling to Analyze Traffic Impacts of Metro Construction projects
- VISSIM Modeling for Durham Orange LRT Operations
- HCM 6th Edition – 2016 Updates
- Comparison of mesoscopic traffic simulation programs

Planning Methods and Applications

2016 Chair: Steve Wilson, SRF Consulting

The Planning Methods and Applications Committee did not meet in 2016. The Executive Board has encouraged Steve Wilson and several other individuals to resume regular committee meetings in 2017.

Communications Group

2016 Communications Group Coordinator:	Jake Folkeringa, SRF Consulting
2016 Membership Coordinator:	Nick Ollrich, Metro Transit
2016 Student Outreach Coordinator:	Abby Rieckman, Alliant Engineering and Kevin Peterson, SEH
2016 Technology Coordinator:	Joe DeVore, SRF Consulting
2016 Website Coordinator:	Jonah Finkelstein, Spack Consulting
2016 Newsletter Coordinator (INCITER):	Cortney Falero, SRF Consulting
2016 Minnesota Committee On Uniform Traffic Control Devices Liaison:	Vacant

The Executive Board reorganized the Communications and Standing Committees in 2016. The result was merging of several committees into the formation of the Communications Group. Inside the group, there are coordinators for the major functions of the group.

In 2016, NCITE published four INCITER Newsletters and one special edition Election Newsletter. The Election INCITER Newsletter was published with 2017 election information about Executive Board position candidates and proposed Bylaw changes.

The NCITE website (nc-ite.org) was updated regularly with meeting announcements, technical committee news, and other information. The Board and Committee Chairs have access to the website and are responsible for updating their material through standard procedures. The website coordinator assists with overall website updates.

The 2016 Annual Report of NCITE and the NCITE Membership Directory were made available to members electronically via email link. The Membership Directory was password protected.

In 2014, NCITE created the position of Technology Coordinator to help orchestrate live web streaming and archiving of section meeting presentations.

The membership coordinator provides membership data and support for the annual report, INCITER newsletter, and electronic voting system. The coordinator also handles new member requests and transfers.

The student outreach coordinators coordinate the scholarships awarded by NCITE including assembling members to review the student papers and scholarship applications. In 2016, the committee offered one round of scholarships in the fall focused on recognizing outstanding student interns. The coordinators coordinate the distribution of funds the student chapters receive from NCITE for activities. Other activities include reaching out to schools with planning and/or engineering programs. The annual report of all the activities of the ITSO chapter can be found on the NCITE website: http://nc-ite.org/Student_Chapters

Other Committees

The Executive Board reorganized the Communications and Standing Committees in 2016. The result was the formation of an Other Committees category, which was previously referred to as Standing Committees. These committees are comprised of many volunteer members that undertake specific projects and activity areas necessary to accomplish the NCITE goals of providing information and training to members and the community. These committees include the Professional Development, Younger Member Committee, and Traffic Operation and Maintenance Discussion Group.

Professional Development

2016 Chair: Nik Costello, Washington County

Committee goals include introducing new and emerging topics, providing opportunities to earn continuing education credits, and stimulating thought on issues that affect our industry. In 2016, the Committee hosted a joint meeting with WTS MN where Kristine Kubes presented Professional Ethics in the Public Arena - Ethics Training for Transportation Engineers and Planners. The meeting was well attended with 89 total attendees.

Younger Member Committee

2016 Chair: Nick Ollrich, Metro Transit

A new Younger Member Committee was formed in 2016. The purpose of the Younger Member Committee (YMC) of NCITE is to connect young professionals in the diverse field of transportation and create opportunities to build relationships and grow professionally. These opportunities are provided through social and educational events held throughout the year. This committee additionally seeks to fulfill the following goals:

- Promote engagement in the NCITE mentorship program, which aims to assist younger members as they progress through their careers.
- Connect with university students and build relationships with individuals who are potential future members of NCITE.
- Promote engagement in the NCITE Technical Committees to encourage professional development and provide opportunities for younger members to share their ideas.
- Coordinate with the NCITE Membership Committee to promote membership in NCITE and track YMC membership.

Traffic Operation and Maintenance Discussion Group

2016 Chair: Adam Bruening, Washington County

2016 Meetings: 12

The Traffic Operation and Maintenance Discussion Group is primarily made up of city, county and state supervisors and lead workers responsible for signing, pavement markings, and traffic signal maintenance. Each member brings new ideas and years of experience. The meetings rotate around the Twin Cities area, and often take place at sign shops or maintenance yards for a first-hand look at different agencies' best practices. They share experiences, ideas, problems with materials or installation methods, along with various maintenance concerns. 2016 was another active year for this group.

Topics for 2016 included:

- Sign inventories
- Sign design/fabrication programs
- Sign break-a-ways
- Pavement markings
- Pavement marking removal specs
- luminaire extension failures

LEGISLATIVE ACTIVITIES

NCITE remained ready to be involved in upcoming Legislative sessions as the voice of transportation engineering professionals through keeping track of specific legislation and communicating key legislative activities to its members.

FINANCES

NCITE finished 2016 financially strong. End of year balances are shown as follows:

Account	Balance
Checking	\$ 5,832.55
Savings	\$ 1,135.40
Money Market	\$ 10,188.87
PayPal	\$ 667.87
Total	\$ 17,824.69

In addition to the end of year balances, a more detailed financial summary of the year (inclusive of all expenses) is shown on the following page:

2016 Year to Date Banking Summary (1)

1/1/2016 through 12/31/2016 Using 2016 Annual Budget

<u>Category</u>	<u>Actual</u>	<u>2016 Budget</u>	<u>Difference</u>
INCOME	\$19,792.70	\$16,720.00	\$3,072.70
Annual Meeting	\$2,538.62	\$2,500.00	\$38.62
District Surplus	\$	\$	\$
Donations	\$	\$	\$
Interest/Dividend	\$6.27	\$0.00	(\$3.73)
Member Dues	\$3,196.08	\$2,700.00	\$496.08
Newsletter, Directory, Web Advertising	\$5,480.72	\$5,000.00	\$480.72
Professional Development	\$14.89	\$0.00	(\$85.11)
Section Meetings	\$7,601.16	\$5,000.00	\$2,601.16
Scholarship Fundraiser	\$44.96	\$500.00	(\$44.96)
PayPal	\$	\$	\$
EXPENSES	\$20,710.18	\$22,250.00	\$1,539.82
Annual Meeting	\$3,327.88	\$3,500.00	(\$172.12)
District Conference	\$	\$	\$
District Initiatives	\$250.00	\$250.00	\$
Tax Filings	\$42.00	\$350.00	(\$308.00)
Miscellaneous	\$95.57	\$100.00	(\$4.43)
Professional Development	\$	\$1,000.00	(\$1,000.00)
Promotional Materials	\$	\$100.00	(\$100.00)
Scholarships	\$1,500.00	\$2,000.00	(\$500.00)
Section Meetings	\$1,762.22	\$7,000.00	(\$5,237.78)
Speaker Gifts/Certificates/Plaques	\$458.65	\$600.00	(\$141.35)
Young Transportation Professional Award	\$	\$50.00	(\$50.00)
Student Activities (USFMS/SDSU/SDSU)	\$50.00	\$2,250.00	(\$2,200.00)
Subsidy of Int'l and District Mtg. for Pres. & Past Pres.	\$72.93	\$2,250.00	(\$2,177.07)
Website	\$1,501.49	\$1,200.00	\$301.49
Web Communications	\$9.44	\$500.00	(\$490.56)
Net Income:	\$917.48	\$(5,530.00)	\$1,532.88

Note:

(1) Hiway Checking and Paypal accounts.

SUMMARY

2016 was a productive and enriching year for members as NCITE celebrated its 53rd year! Membership participation and interaction through attendance at section meetings, professional development opportunities, and technical committees continued to be strong. NCITE continued to maintain a very active and involved section, with a combined total of over 500 attendees for section meetings, a professional development meeting, and social outings in 2016. In addition, NCITE welcomed 21 new members in 2016, including 2 student members.

In addition to planning and promoting our activities, the NCITE Board undertook many tasks dealing with behind the scenes operations in 2016 including: an update of the Bylaws, Policies and Duties; obtaining non-profit status; the formation of a Younger Member Committee; and the overall reorganization of the committees. Finally, NCITE submitted a letter of interest to host the 2018 ITE International Meeting, which was accepted by ITE International!

APPENDICES

Appendix A:
2016 ITE Midwestern District Officers and Representatives
2016 ITE Midwestern District Board

International Director	John A. Davis Ayres Associates N17W24222 Riverwood Drive, Suite 310 Waukesha, WI 53188-1168 (262) 522-4905 davisj@ayresassociates.com
President	John Mick II Illinois Section Baxter & Woodman Inc. 8430 W. Bryn Mawr Ave., Suite 400 Chicago, IL 60631 (312) 505-1149 FAX (773) 444-0334 jmick@baxterwoodman.com
Vice President	Rebecca Szymkowski Wisconsin Section Wisconsin DOT Bureau of Traffic Operations 4802 Sheboygan Ave Rm 501 Madison, WI 53707 (608) 266-9381 rebecca.szymkowski@dot.wi.gov
Secretary - Treasurer	Mike Bittner NCITE Section KLJ 728 East Beaton Drive West Fargo, ND 58078-2655 (701) 271-4879 Mike.bittner@kljeng.com
Immediate Past President	Carrie Falkenrath MOVITE Section T2 Traffic & Transportation 226 Central Ave. St. Louis, MO 63119 (314) 375-3748 carrie@tsquaredtt.com
Administrator	Thomas E. Campbell NCITE Section Retired, MnDOT (651) 484-4638 te.campbell@comcast.net

2016 ITE Midwestern District Committee Chairs

Newsletter Editor	Mark D. Rinnan Illinois Section Jacobs (312) 424-5419 mark.rinnan@jacobs.com
Web Coordinator	Andrea Bill University of Wisconsin-Madison 1415 Engrg. Dr. - 2205 Engrg. Hall Madison, WI 53706-1691 (608) 890-3425 bill@wisc.edu

2016 ITE Midwestern District Section Representatives

MOVITE Section	Michael S. Hofener Traffic Engineering Consultants 6000 S. Western Ave. , Suite 300 Oklahoma City, OK 73139 (405) 720-7721 mhofener@tecok.com
Illinois Section	Michael T. Phan Stantec 1934 Woodside Lane Glendale Heights, IL 60139 (312) 262-2244 mike.phan@stantec.com
Wisconsin Section	Dawn C. Krahn Wisconsin DOT Bureau of State Highways Programs 4802 Sheboygan Ave., Rm. 901 Madison, WI 53707 (608) 267-7715
NCITE Section	Katie Schmidt NCITE Section HDR Engineering, Inc. 701 Xenia Ave. So. Minneapolis, MN 55416-3636 (763) 591-5496 Katherine.schmidt@hdrinc.com

Appendix B: District and Section Rules and Responsibilities

North Central Section Bylaws, Charter, and Policies

The North Central Section Bylaws, Charter, and Policies can be found at the following websites:

- <http://www.nc-ite.org/organization/bylaws/bylaws>
- <http://www.nc-ite.org/organization/bylaws/charter>
- <http://www.nc-ite.org/organization/bylaws/policies>

Duties and Responsibilities of the NCITE Executive Board

The duties and responsibilities of the NCITE Executive Board can be found at the following url:

- <http://www.nc-ite.org/organization/bylaws/duties-a-responsibilities>

District 4 Bylaws, Charter, and Policies

The District 4 Policy, Charter Bylaws can be found at the following url:

- <http://www.midwesternite.org/charterbylaws.htm>