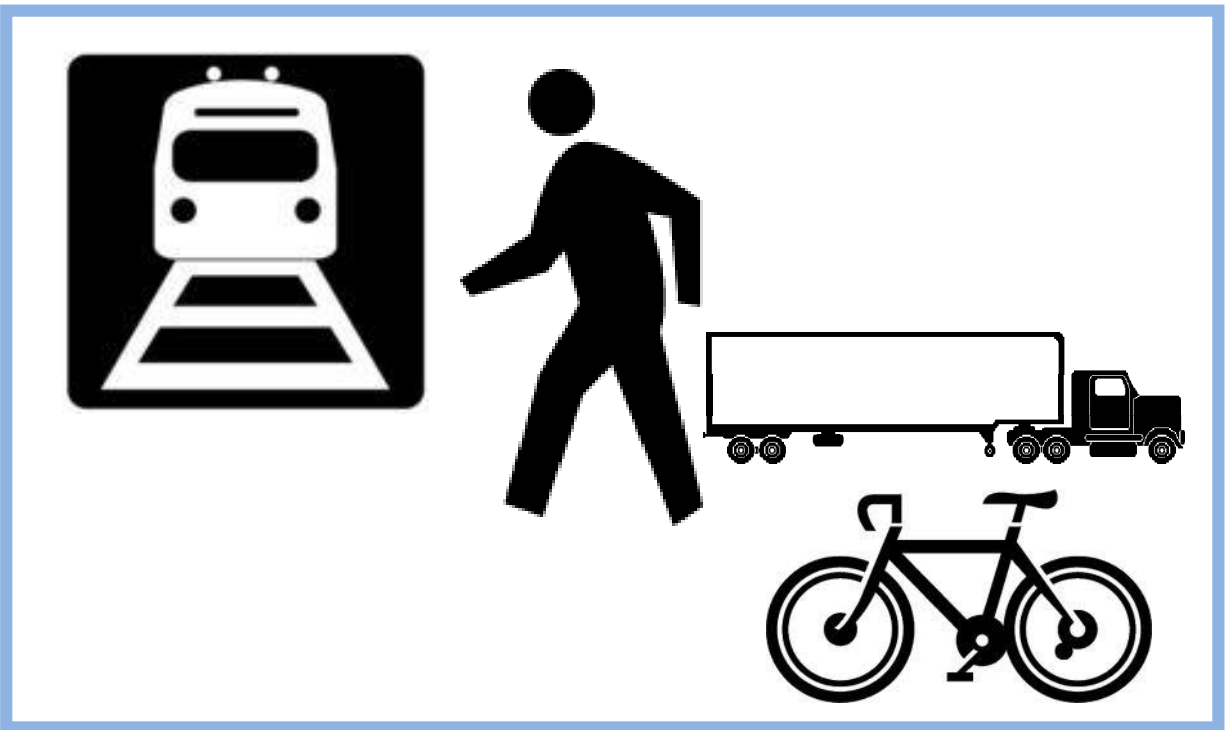


**NORTH CENTRAL SECTION
INSTITUTE OF TRANSPORTATION ENGINEERS**

2011 ANNUAL REPORT



Transportation Professionals in Action

***North Central Section
Institute of Transportation Engineers***

2011 Annual Report

PREPARED BY:

JoNETTE KUHNAU
2011 NCITE SECRETARY

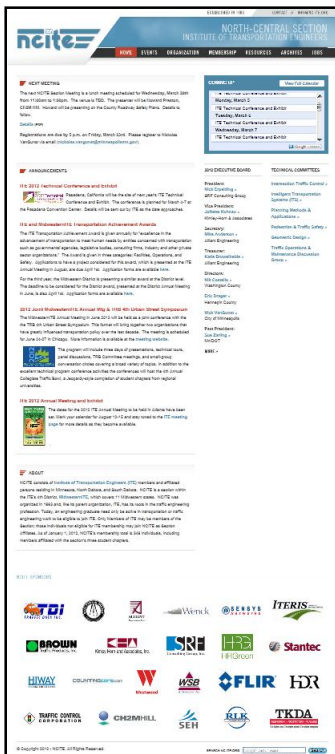
MARCH 2012

Table of Contents

A MESSAGE FROM NCITE's 2012 PRESIDENT	I
EXECUTIVE SUMMARY	III
INTRODUCTION	1
ELECTED LEADERSHIP	2
PURPOSE, MISSION AND GOALS.....	2
NCITE ORGANIZATION	4
2011 EXECUTIVE BOARD	4
PAST NCITE PRESIDENTS	5
PAST MIDWESTERN ITE DISTRICT 4 DIRECTORS.....	5
MEMBERSHIP	6
SECTION MEMBERSHIP	6
NEW MEMBERS.....	6
SECTION DISTINGUISHED MEMBERS	7
ITE LIFE MEMBERS	8
SECTION LIFE MEMBERS.....	8
SECTION LIFE AFFILIATES.....	9
MEMBERSHIP SERVICES.....	9
2011 SCHEDULE	11
2011 MEETING SUMMARIES	12
SECTION MEETINGS	12
SUMMER SOCIAL.....	19
PAST PRESIDENTS MEETING	19
ANNUAL MEETING	20
2011 EXECUTIVE BOARD MEETINGS	21
2011 DISTRICT AND INTERNATIONAL MEETINGS.....	22
COMMITTEES.....	23
TECHNICAL COMMITTEES:	23
STANDING COMMITTEES:.....	26
AWARDS AND SCHOLARSHIPS.....	30
PAST PRESIDENTS AWARD	30
YOUNG TRANSPORTATION PROFESSIONAL OF THE YEAR AWARD.....	30
STUDENT PAPER AWARD.....	31
SCHOLARSHIPS.....	31
PROFESSIONAL DEVELOPMENT TRAINING AND OUTREACH	34
LEGISLATIVE ACTIVITIES	35
FINANCES.....	36
SUMMARY.....	37
APPENDICES	38
APPENDIX A: 2011 ITE MIDWESTERN DISTRICT OFFICERS AND REPRESENTATIVES.....	39
APPENDIX B: DISTRICT AND SECTION RULES AND RESPONSIBILITIES	41

A MESSAGE FROM NCITE'S 2012 PRESIDENT

2011 was a productive year for NCITE. With a new website, eight section meetings, eleven executive board meetings, \$5,000 dollars in scholarships awarded, six technical training opportunities, and regular technical committee meetings, opportunities for professional development and networking were plentiful.



NCITE's New Website

The year began with a major upgrade of the organization's website. A budget of \$5,000 was set aside for the project. After reviewing proposals from three outside consultants, Windmill Design was selected to complete the project. In addition to an updated look and feel, the main feature of the new website is the manner in which content is added. Content Management System (CMS) software was used to allow the website to be maintained by multiple persons. NCITE uses this functionality to allow all executive board members and committee chairs to make website updates, allowing our organization to more easily provide the most current information possible. The 6-month project was completed on budget. The new website was unveiled on March 15, 2011. NCITE was recognized for our efforts, receiving the Midwestern District award for Best Section website at the District's Annual Meeting, held in Dubuque, Iowa, in June.

NCITE's section meetings provide members with a way to both keep current on the latest projects and trends in the industry, as well as with an opportunity to network with peers. The 2011 Directors worked hard to not only bring in excellent presenters, but also to keep the price of section meetings at \$20 to make these meetings accessible to as many members as possible. Attendance for the year remained modest, but consistent, at over 40 attendees on average. In addition to the traditional buffet lunch and breakfast formats, NCITE tested out a new, more relaxed low-cost format for the September section meeting. Member feedback was generally positive for this format, which involved box lunches for only \$10.

Maintaining the status quo was a primary focus for the executive board. One important initiative, led by 2011 President Sue Zarling, was to recognize and thank agencies and firms for their support of NCITE through allowing employees to devote time to the organization. The letters sent out to 22 such organizations noted how membership in NCITE provides employees with a return on investment through professional development, leadership, and networking opportunities for their employees. In addition to offering NCITE's sincere appreciation to these agencies, a secondary goal for this effort was to help maintain membership levels into the future. Confident of the value of this effort, the Board plans to continue to process into the future.

2011 Annual Report

Under the direction of co-chairs Mark Ray and Brian Smalkoski, several changes were made involving the support the organization provides for our student members. One change was the addition of two Student Intern Scholarship awards to recognize student members who intern with member organizations. The inaugural pair of awards was presented at the January, 2012, Section meeting. A second change was a slight restructuring in the dollar amounts given in the merit-based undergraduate and graduate scholarship awards to provide added focus on undergraduates. A final change involved an update of the Executive Board policy on financial support of student chapters within the section to focus on providing direct financial support to students who make the trip to the Midwestern District Annual meeting in June for the purpose of participating in the Traffic Bowl competition.

The year was capped off by a successful Annual Section Meeting in November. The meeting was held at Pinstripes, an upscale venue offering delicious food and a unique recreation opportunity – indoor bocce ball. Among the highlights of the evening were presentation of NCITE's two annual awards, the Past President's award for Transportation Professional of the Year, and the Young Transportation Professional of the Year award. I encourage you to read about our well deserving recipients on pages 34-35.

As we move into 2012, it's worth remembering that there continue to be many ways to get involved with NCITE. I encourage you to attend a section meeting or professional development training opportunity this year. NCITE's technical committees remain open to all members of NCITE, and are continually investigating the latest trends specific to your area of practice. Check NCITE's new website and contact the committee chair to get more information or find out when the next meeting will be taking place.

On behalf of the Executive Board, I thank you for your support of NCITE. It is you the members that make our organization valuable. I am honored to serve as your President for 2012, and I look forward to an exciting and productive year. If you have any questions or suggestions to improve our organization, I encourage you to contact me or any member of the Executive Board. We are here to serve you.

Sincerely,



Nick Erpelding, P.E., PTOE
2012 NCITE President

2011 Annual Report

Executive Summary

NCITE had an active and successful year in 2011. The Technical Committees continued to be active, providing opportunities for on-going education, information sharing, and networking for our members. The tradition of strong Section Meetings, providing multiple Professional Development opportunities, and actively engaging our student chapter was continued.

Meetings

- NCITE held eight Section Meetings covering a range of timely transportation topics, with a total of more than 330 attendees over the course of the year.
- NCITE Members and their guests enjoyed bowling and indoor bocce at the Annual Meeting held at Pinstripes in Edina in November.
- The Summer Social was held in August at Canterbury Racetrack in Shakopee, MN.
- The NCITE Executive Board met 11 times.
- NCITE's five Technical Committees (Geometric Design, Intersection Traffic Control, Intelligent Transportation Systems, Pedestrian and Traffic Safety, and Planning Methods and Applications) met regularly and remained active discussing current issues in their areas. NCITE's Traffic Operation and Maintenance Discussion Group, in their third year, continued to meet monthly.
- The Past President's meeting held in May gave past leaders of NCITE an opportunity to share their ideas with current section leadership.

Student Activities

- NCITE awarded \$5,000 in student scholarships and awards in 2011:
 - o one (1) \$1,000 Freshman/Sophomore Student Scholarship.
 - o two (2) \$1,000 Undergraduate Student Scholarships.
 - o one (1) \$500 Graduate Student Scholarship.
 - o two (2) \$500 Intern Scholarships.
 - o one (1) \$500 Student Paper Award.
- NCITE held a joint section meeting with the University of Minnesota Student Chapter in March.
- NCITE supported the University of Minnesota student chapter in bringing a Traffic Bowl team to the MWITE District meeting in Dubuque, IA.
- Funding was made available for student chapters of the University of Minnesota, North Dakota State University, and South Dakota University.

Awards

NCITE and its members received the following awards in 2011:

- Midwestern District **2010 Section Website Award**, presented at the 2011 Midwestern District Annual Meeting.
- 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 **John Crawford**.

2011 Annual Report

- 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 **Joe Gustafson**.

Communications / Membership

- NCITE published five INCITER Newsletters, including the annual Election Edition.
- The NCITE 2010 Annual Report/2011 Membership Guide was published in March 2011.
- NCITE's new website went live in early 2011.
- NCITE welcomed 26 new members in 2011: 8 ITE members and 18 student members.

Professional Development and Outreach

- NCITE hosted the 20th annual transportation workshop in February, with 41 participants. This year the workshop was renamed from "Traffic Engineering Fundamentals" to "Traffic and Transportation Symposium" to reflect the broader nature of topics presented at the one-day event.
- NCITE hosted a series of five web seminars highlighting recent updates to the Highway Capacity Manual, with more than 60 members attending. A web seminar on the Planning Urban Roadway Systems: An ITE Proposed Recommended Practice was also provided as a professional development opportunity in 2011.
- NCITE held a refresher course for the Professional Traffic Operations Engineer (PTOE) exam for members with their PTOE and members planning to take the exam. The refresher course had 14 attendees.

Legislative Activities

NCITE was active in transportation legislative issues through keeping track of specific legislation and communicating key legislative activities to its members. In addition, the Intersection Traffic Control and Pedestrian and Traffic Safety Committees worked to provide formal comments on the Guidelines for Public Rights-of-Way from the U.S. Access Board.

2011 Annual Report

INTRODUCTION

The North Central Section of the Institute of Transportation Engineers (NCITE) consists of Institute members residing in Minnesota, North Dakota, and South Dakota and affiliated persons. NCITE is a section within the ITE's District 4, which covers the mid-western states

NCITE was organized early in 1963 and, like its parent organization, the Institute, has its roots in the traffic engineering profession.

Today, 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 to be eligible to join the Institute as an Associate Member.

There are three active student chapters of ITE in the Section. The University of Minnesota in Minneapolis, North Dakota State University in Fargo, and South Dakota State University in Brookings.



ITE District Map



NCITE Section Map

2011 Annual Report

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. The Secretary is also Vice President Elect, after one year automatically becoming Vice President, and President Elect the following year. The third year is served as President and the fourth year, 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 "ElectionsOnline" (www.electionsonline.us) service administered the online elections. Holding the elections online resulted in an excellent voter turnout with 132 ballots being cast out of a possible 360. This resulted in a 36.67% ballot return rate for the 2011 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:

- Ensuring Strong Commitment to Professional Development Opportunities for Members
- Continuing Outreach to non-Transportation Professionals to teach and promote Transportation Principals and Professions.
- Providing Information to our membership through newsletters, publications, committee reports and board meeting minutes.

2011 Annual Report

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

2011 Annual Report

NCITE ORGANIZATION

2011 Executive Board

President:

Sue Zarling
MnDOT
(651) 234-7052
susan.zarling@state.mn.us

Directors:

Joe Gustafson
Washington County
(651) 430-4300
joe.gustafson@co.washington.mn.us

Vice President:

Nick Erpelding
Westwood Professional Services
(952) 906-7444
nick.erpelding@westwoodps.com

Dave Hirsch
Stonebrook Engineering
(952) 402-9202
dhirsch@stonebrookeengineering.com

Secretary:

JoNette Kuhnau
Kimley-Horn and Associates, Inc.
(651) 643-0464
jonette.kuhnau@kimley-horn.com

Scott Poska
SRF Consulting
(763) 475-0010
sposka@srfconsulting.com

Treasurer:

Mike Anderson
Alliant Engineering
(612) 767-9340
manderson@alliant-inc.com

Past President:

Kristi Sebastian
Dakota County
(952) 891-7178
kristi.sebastian@co.dakota.mn.us

2011 Annual Report

Past NCITE Presidents

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

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	1980-82	Floyd I. Jones	Wisconsin
1958-59	William R. Marston	Midwest	1983	Sheldon Johnson	NCITE
1960-61	Evan E. Olmstead	Midwest	1984	C. Todd Heglund	NCITE
<i>Elections for District Directors Started in 1962</i>					
1962-63	Joseph J Feuchter	MOVITE	1985	Jack W. Anderson	NCITE
1964-65	John E. Baerwald	Midwest	1986-88	David B. Miller	Illinois
1966	Charles S. Michalski	Midwest	1989-91	Garry M. Metcalf	MOVITE
1967	Charles S. Michalski	Illinois	1992-94	Richard J Butula	Wisconsin
1968-69	Hermann M. Batts	MOVITE	1995-97	Thomas E. Campbell	NCITE
1970-71	Harvey Shebesta	Wisconsin	1998-01	Stephen N. Van Winkle	Illinois
1972-73	Edward C. Bather	NCITE	2001-03	Earl E. Newman	MOVITE
1974-76	Martin E. Blachman	Illinois	2004-07	Kenneth H. Voigt	Wisconsin
1977-79	George L. Crawford	MOVITE	2008-09	Stephen J. Manhart	NCITE
			2010-	Robert K. Seyfried	Illinois

*District 4 started on March 6, 1949

2011 Annual Report

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 369 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 January 11, 2012, NCITE had the following Membership stats by state:

STATE	Member Count
Minnesota	323
North Dakota	28
South Dakota	16
Other	2
Grand Total	369

Of NCITE's 369 members, 90 were members through their agency and 23 were 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 2011, we welcomed 26 new members – 8 ITE members and 18 new Student members.

2011 Annual Report

These members within NCITE are as follows:

Name	Member Type
Robin DeLage	Member
Jacob Folkeringa	Member
Tilahun Hailu	Member
Paul Jung	Member
Matthew Knight	Member
Thomas Miles	Member
Elliott Moore	Member
Joseph Rezac	Member
Greg Asche	Student
Christopher Becklin	Student
Matt Becklin	Student
Siyuan Cao	Student
Joseph DeVore	Student
Laura Eash	Student
Thomas Hall	Student
Catherine Hovey	Student
Heng Hu	Student
Ziheng Lin	Student
Aaron Nelson	Student
Nathan Poole	Student
Shaker Rabban	Student
Lubov Radtke	Student
Alex Ranz	Student
Jessica Schoner	Student
Abigail Tutewohl	Student
Jianfeng Zheng	Student

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	James Spicola – D
Sam Fischer – D	Deane Wenger – D
Matt Huber – 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. Dharam Bobra, Harald Eriksen, and Joel Katz were all honored as ITE Life Members in 2011.

Edward Bather, Jr.	Peter Fausch
William Belrose	Dallas Hildebrand
Duane Bentz	Sheldon Johnson
Lyle Berg	Joel Katz
Dharam Bobra	Perry Plank
Thomas Campbell	Robert Sands
Helmer Christenson	Glen Van Wormer
Ralph Clare	Thomas Wetmore
David Daubert	Richard Wolsfeld, Jr.
Douglas Differt	James Zalusky
Harald Eriksen	

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	Robert Peterson
Mike Belrose	Robert Roettger
Robert A. Kurpius – D	Jerry Smrcka
Kenneth Olson	

KEY: D – Deceased

2011 Annual Report

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 - I

KEY: I – Inactive

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:

- Holding monthly technical section meeting sessions throughout the year.
- Providing an Annual Report and Membership Guide
- Listing all members and their contact information for members to access.
- Maintaining 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.
- Developing partnerships with other transportation organizations in the Midwest, , including:
 - ITS Minnesota
 - WTS Minnesota Chapter
 - Minnesota Local Technical Assistance Program (LTAP)
 - American Traffic Safety Services Association (ATSSA)
 - University of Minnesota
 - North Dakota State University
 - City Engineers Association of Minnesota (CEAM)
 - Minnesota County Engineers Association (MCEA)
- Offering several professional development opportunities for our members. These training courses, usually offered at lower rates for our members, provide an opportunity for our members to obtain professional development hours, while obtaining detailed technical training.

2011 Annual Report

- Supporting Midwestern and National ITE Events for members through sending board members to the section and national meeting, promoting events at section meetings and highlighting meetings in our newsletter.
- Supporting student activities and attendance at meetings to encourage the future of the transportation profession.

2011 Annual Report

2011 SCHEDULE

Month	Day	Draft 2011 NCITE Schedule	Committee Chair Invited
January	12	NCITE Section Lunch Meeting - Dave	
	Thur. 13	NCITE Board Meeting - Water's Edge - Sue, Host	Communication Group (Chair, Yearbook, Newsletter)
February	9	Traffic and Transportation Engineers Symposium - U of MN, Continuing Education and Conference Center, St. Paul	
	Fri. 11	NCITE Board Meeting - Westwood - Nick, Host	Professional Development
	16	NCITE Section Breakfast Meeting - Scott	
	<i>Distribute Winter Newsletter - Main Topic Planning Methods Committee - mid February</i>		
March	3	NCITE Section Meeting with Student Chapter - Joe	
	Thur. 10	NCITE Board Meeting - Kimley-Horn - JoNette, Host	Membership & Geometric Design
	<i>Distribute Yearbooks/Annual Report</i>		
April	3-6	ITE Technical Conference and Exhibit - Lake Buena Vista, FL	
	5	NCITE Section Meeting - Dave	
	Fri. 15	NCITE Board Meeting - Alliant - Mike, Host	Outreach & Prof. Certification
May	Thur. 12	NCITE Board Meeting - Kimley-Horn - Joe, Host	MnMUTCD
	12	NCITE Section Lunch Meeting - Scott	
	19	NCITE Past Presidents Dinner	
	<i>Distribute Spring Newsletter - Main Topic ITS Committee - mid May</i>		
June	1	Joint Section meeting with WTS and ITS	
	Fri, 10	NCITE Board Meeting - Kimley-Horn - Dave, Host	Traffic Operations & Maintenance
	26-28	ITE Midwestern District Conference - Dubuque, IA	
August	Fri. 12	NCITE Board Meeting - SRF - Scott, Host	ITS & Pedestrian and Traffic Safety
	13-16	ITE Annual Meeting and Exhibit - St. Louis, MO	
	25	NCITE Summer Social Outing - Joe	
	<i>Distribute Summer Newsletter - Main Topic Pedestrian Safety - mid August</i>		
September	6	NCITE Section Meeting - Dave	
	Thur. 8	NCITE Board Meeting - Dakota County - Kristi, Host	Planning Methods
October	12	NCITE Section Breakfast Meeting - Scott	
	14	NCITE Board Meeting - Westwood - Nick, Host	Intersection Traffic Control
	<i>Distribute Election Newsletter</i>		
November	Thur. 10	NCITE Board Meeting - Kimley-Horn - JoNette, Host	Student Activities
	17	NCITE Annual Meeting - All Directors	
	TBD	NCITE Transfer of Duties Meeting - Directors (Existing and New)	
	<i>Distribute Fall Newsletter - main topic Geometric Design - late November</i>		
December	Fri. 9	NCITE Joint Board Meeting - Waters Edge - Sue, Host	None – Joint Board

2011 MEETING SUMMARIES

Section Meetings

NCITE strives to hold a minimum of seven (7) Section Meetings every year. These meetings are typically held in the months of January, February, March, April, May, September, and October. In 2011, an additional meeting was held in June as a joint meeting with ITE Minnesota and WTS Minnesota. The 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 12 – Lunch Meeting at Hampton Inn, Shoreview

Topic: Local Design-Build Initiatives

The first section meeting of the year had 43 members in attendance and featured Rick Kjonaas, MnDOT Deputy State Aid Engineer, and Gary Thompson, Program Delivery Manager from URS, presenting on the pilot program that allows cities and counties to deliver a project using design-build, under MnDOT oversight and regulations.



Presenters Rick Kjonaas and Gary Thompson with NCITE Director Dave Hirsch

Some of the highlights from the presentation included:

- Current design-build projects involving local agencies include: CSAH 14 in Anoka County, a potential project in Rochester, and the use of State Aid funding for the local funding on the 494/169 design-build project.
- Design-build is best suited for large, fast-track projects where there are opportunities for innovation.
- Local design-build projects can be done using either low bid or best value. Low bid projects are awarded based the lowest price proposal that meets the technical requirements. Best value projects are awarded based on a formula of price proposal divided by technical score.
- Some advantages of the design-build process are that it allows for project delivery in a short timeframe, provides flexibility in design, and can result in innovation. However, the owner must be able to make quick decisions during the design process and the resulting project may be more costly. Contractor risk and a sped-up timeline both can carry additional costs.

2011 Annual Report

February 16 – Breakfast Meeting at Jax Café, Minneapolis

Topic: Crosstown Commons Project

A total of 41 members attended the February section meeting. Rick Brown, Steve Wilson, and Don Demers from SRF Consulting Group and Steve Barrett from MnDOT were the presenters for the February section meeting, discussing the innovative aspects of the Crosstown Commons project and the lessons learned from the project. A few of the key points from the presentation included:



Presenter Rick Brown discussed the history of the Crosstown Commons project.

- In 2001, the “Minimum Safe Alternative” was developed, which included closures of sections of the freeway for 1.5 to 4 years. However, the legislature passed a moratorium that did not allow the project to move forward and required the design to be reanalyzed. The design was reevaluated to minimize closures, provide additional capacity, and minimize additional right-of-way.
- While the project was under construction, UPA funding was received to construct a BRT transit station at 46th St and the planned HOT lanes were created on I-35W. These elements delayed the overall completion of the project by several weeks, but the substantial completion date of November 19, 2010 was still met.
- One of the primary considerations during construction was to keep traffic moving. Some ways this was accomplished included:
 - o Segmental precast concrete bridges that could be constructed in limited right-of-way and fabricated off-site
 - o Soil nail walls that provided space for temporary lanes
 - o MSE retaining walls that were faster to build and less costly than cast-in-place walls
- Some important lessons learned during the project that can be applied to future projects included:
 - o CPM scheduling was critical to addressing delay issues promptly.
 - o Sheet pile walls were problematic due to the amount of buried rubble encountered and the vibrations caused. The sheet pile walls were eliminated and replaced with H-pile lag walls, that weren’t as constrained by the rubble and didn’t cause the same level of vibrations.
 - o Vibration monitoring by MnDOT was extremely valuable in responding to complaints and claims by property owners.
 - o Advance signing and media coverage were critical to regional traffic flow for the 29 weekend closures needed during the project.

2011 Annual Report

March 3 – Lunch Meeting at Coffman Memorial Union, University of Minnesota

Joint Meeting with the University of Minnesota Student Chapter

Topic: Transportation in the Minnesota Legislature

The March section meeting had 43 members and students in attendance. A highlight of the annual joint meeting with the University of Minnesota student chapter is the presentation of the 2011 NCITE scholarships and student paper award.

Former State Senator Steve Murphy was the invited speaker for the section meeting. Senator Murphy represented Red Wing from 1993 to 2010 and was chair of the Transportation Committee from 2005 to 2010. Senator Murphy spoke about his experiences and perspectives dealing with transportation issues in the legislature:

- Legislators need to rely on the expertise of the people around them. State Senator Carol Flynn was a role model on the Senate Transportation Committee.
- It took political courage by several Republicans to override the Governor's veto of the 2008 Transportation bill.
- All of transportation – roads and transit – are subsidized. Minnesota can't afford to build its way out of congestion, so we need to be more creative to solve issues, like HOT lanes on I-394 and the UPA project on I-35W.
- In 2008, the Chamber of Commerce and business leaders were instrumental in passing the gas tax and establishing the Counties Transit Improvement Board (CTIB).



NCITE Director Joe Gustafson with Former State Senator Steve Murphy.

April 5 – Lunch Meeting at Rose Vine Hall, Roseville

Topic: 2010 Highway Capacity Manual Updates

The April section meeting presentation by John Albeck, from Albeck + Associates, focused on the changes in the 2010 Highway Capacity Manual (HCM) and how the changes are being implemented into Synchro version 8. 48 members were in attendance. Some of the key information presented included:

2011 Annual Report

- The new HCM has a much greater emphasis on multi-modal considerations, not just vehicles and signals. Transit is handled through a separate transit capacity manual.
- The new HCM has a more robust treatment of roundabouts, based on empirical data in the United States. The intersection delay and LOS in the roundabout module are based on HCM methodologies. The module can analyze multi-lane and hybrid roundabouts, but does not include any geometric parameters (entry lane width, flare angle, etc). One of the chief advantages of Synchro 8 in Minnesota is that it will provide one tool for Intersection Control Evaluations (ICE) as the HCM now has a robust analysis and defines LOS for roundabouts.
- The new HCM includes modern actuated control, with dual ring NEMA phasing. In addition, the effective green time input is calculated from the controller, rather than being a user input.
- The new delay calculation method for signals includes the incremental queue, which incorporates the accumulation method (IQA) to calculate d_1 and Q . However, Synchro still cannot analyze the initial queue distance that is held over from the previous cycle.
- Synchro 8 will have 2 major releases – 8.0 will come out with the HCM and 8.1 will include additional features, corrections, and clarifications from the HCM.



Presenter John Albeck speaking about the 2010 HCM.

2011 Annual Report

May 12 – Lunch Meeting at Cherokee Sirloin Room, West St. Paul, MN

Topic: Alternative Intersection/Interchange Alternatives

The May section meeting had 32 member in attendance and featured speakers Jim McCarthy and Will Stein of FHWA. The presentation focused on the latest knowledge and implementation of alternative intersection treatments. Alternative intersection treatments have been an emphasis of FHWA because of congestion, delay, and safety issues at major arterial intersections, but a lack of funds to build interchanges at all these locations. Some key points from the presentation included:



Presenters Will Stein and Jim McCarthy with NCITE Director Scott Poska.

- Some types of alternative intersection treatments include: Displaced Left Turn, Median U-Turn, Quadrant Roadway, and Restricted Crossing U-Turn (RCUT – also known as J-Turn).
- The key features of the RCUT intersection are that it restricts or relocates the left-turn movements from the cross street. This reduces or eliminates the high severity crash types.
- Four RCUT intersections have been built in Minnesota on expressway type facilities, with seven more planned. These are ideal projects for Highway Safety Improvement Program (HSIP) funds.
- One of the public concerns has been relative to emergency response times. The RCUT intersection constructed on MN 994A in Willmar is adjacent to a law enforcement center.

June 1 – Lunch Meeting at Holiday Inn East, St. Paul, MN

Topic: Social Media and Transportation

The June section meeting was a joint meeting of NCITE, ITS Minnesota, and WTS, with a combined total of 58 transportation professionals in attendance. The meeting included an informative and



Panel members answering audience questions.

interactive panel discussion on the role of social media in transportation with speakers Dan MacLaughlin, Executive Director of Downtown Minneapolis TMO, TK Kramasz,

2011 Annual Report

Director of Communications/Public Affairs for MnDOT Metropolitan District, Amber Collett, Communications Associate at Transit for Livable Communities, and Josh Collins, Public Communications Manager at Ramsey County Regional Rail Authority. Some of the major points of the discussion included:

- Organizations need to identify their communication markets and figure out who they are or are not reaching.
- Recognize that you won't have control over your message. Organizations need to monitor what people are saying and be ready to respond.
- Reporting analytics are key to evaluate whether your communication plan is successful.
- Advice for other organizations looking to use social media:
 - o Be strategic
 - o Invest in management tools and analytics
 - o Develop a social media policy
 - o Test your strategies
- Some of the biggest challenges to social media use are:
 - o Staff time
 - o Creating expectations that can't be met
 - o Need to convince executive staff
 - o Employees' personal use of social media

September 6 – Lunch Meeting at Hiway Federal Credit Union, St. Paul, MN

Topic: MnDOT Emergency Response Initiatives

The September section meeting featured a change of format and venue in order to offer an opportunity for a low cost meeting, and 22 members were in attendance. The speaker was Erik Pakieser from MnDOT Emergency Management with a presentation focused on the incident planning, post-incident investigations and recovery, and disaster recovery activities of MnDOT. Some of the key information from the presentation included:



- Transportation staff provide assistance in emergency situations in several ways:
 - o Knowledge of infrastructure and utility locations
 - o Safety support to first responders – knowledge of the area and potential hazards
 - o Traffic management and control – evacuation routes, special events, freight and commercial vehicle operations

2011 Annual Report

- Emergency Management provides technical assistance for engineering, infrastructure and construction and special equipment for debris removal, and technical rescue and recovery.
- Examples of past activities and efforts are:
 - o I-35W bridge collapse response
 - o 2008 Republican National Convention
 - o 2010 fall flooding - Districts 5 and 6 were overwhelmed with flooding. Central Office arranged for transport of equipment from unaffected districts.
 - o 2010 Wadena tornado
- Emergency Management Assistance Compact (EMAC) allows for equipment procurement from other states (or vice versa) if the state is overwhelmed. Hurricane Katrina was a good example of this, where Louisiana couldn't handle it alone.

October 12 – Breakfast Meeting at Jax Café, Minneapolis, MN

Topic: Two Years Later: Safety, Operations, and Education Lessons from Minnesota's First Two-Lane Roundabout

48 members attended the October section meeting, at which Joe Gustafson from Washington County gave an informative presentation on the County's operational and safety analysis of their first multi-lane roundabout at CSAH 13 (Radio Drive) and CSAH 18 (Bailey Road) in the City of Woodbury. The data gathered was part of a report for the City of Woodbury, which was a condition of the municipal consent for the project. Prior to reconstruction as a two-lane roundabout, the intersection operated with all-way stop and had long queues and delays. Key findings of the County's study of the roundabout included:

- Education is key, but it isn't possible to reach everyone.
- Need to overcome people's past experiences with traffic circles and rotaries.
- In the PM peak, the average delay through the roundabout was 58 percent less than a nearby signal. The delay included the time to decelerate, traverse the intersection, and accelerate, as well as any stopped delay.



Presenter Joe Gustafson discussing recommendations for multi-lane roundabouts.

2011 Annual Report

- Creating a work zone in the roundabout, such as for striping maintenance, is very challenging. Agencies should avoid unintentionally training drivers to make illegal or incorrect movements at the roundabout.
- The crash history at the intersection has included 140 fender benders in 4 years, which is high. Center island crashes are rare, despite high speed approaches. There have been no wrong way crashes, and there have been few sideswipe crashes.
- The most common crash type include a vehicle entering the roundabout in the outside lane and fails to yield to the inside circulating lane. Need to train drivers that entering a roundabout it not a merge or a right-turn.

Joe finished his presentation with some recommendations based on the County's experience with multi-lane roundabouts:

- ITE should adopt an official definition of a roundabout.
- Consider overhead signs or lane use plaques on approaches.
- Consider lane assignment based on destination.
- Striping is key. The County widened exit lane lines to 8" plus contrast to improve recognition by entering traffic.
- Lane use signs should use standard arrows with a dot, rather than "fish hook" style signs.

Summer Social

August 25 – Canterbury Park, Shakopee, MN

NCITE holds a summer social each year to provide an informal opportunity for transportation professionals to gather and network. Past Summer Socials have included golf outings, lawn bowling, St. Paul Saints baseball games and mini golfing.

The 2011 NCITE Summer Social was held at Canterbury Park, which features live horse racing. Most importantly, the sunny skies, low wind, and 80-degree temperatures provided optimal conditions for plenty of socializing and enjoyment of the Minnesota summer.

Past Presidents Meeting

May 19 – Jax Café, Minneapolis, 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. 2011 President Sue Zarling began the meeting with introductions and an overview of some of NCITE's initiatives for



NCITE Past Presidents and current board members met to discuss the past and future of NCITE.

2011 Annual Report

2011, including the new website, member outreach to increase attendance at section meetings, and employer outreach to thank the organizations that have employees in leadership roles in NCITE. Discussion took place regarding the planned Midwest ITE District meeting in Rapid City in 2014 and NCITE's 50th anniversary in 2013.

Annual Meeting

November 17 – Pinstripes, Edina

NCITE's 2011 Annual meeting was held at Pinstripes in Edina, with 52 members and guests in attendance. After a social hour and a seated dinner, Sue Zarling took the podium at 7:30 p.m. to recognize those who have contributed to the NCITE organization over the past year. Members recognized in Sue's presentation included:

- NCITE Members serving on the International Board: Robert Seyfried, International Director
- NCITE Members serving on the District Board: John Crawford, District Past President; Kristi Sebastian 2012 District Secretary/Treasurer
- Section Auditor: John Crawford
- Committee Chairs
- Members of the Executive Board



2011 NCITE Executive Board

Sue also provided a "Year in Review." Highlights for NCITE in 2011 were:

- 8 section meetings and a summer social were held.
- Professional development opportunities included 6 Webinars, the PTOE Refresher Course, and the newly renamed Traffic and Transportation Symposium.
- 5 technical committees and 1 discussion group continue to be very active, holding monthly committee meetings on technical topics of interest to NCITE members.

2011 Annual Report

- 4 newsletters and the Annual Report/Membership Guide were published for the membership.
- \$5,000 in scholarships and student awards were distributed within the NCITE section.

Sue next presented the section awards for 2011.

- The first award was the Section Life Member award, presented to members over age 55 with 20 or more consecutive years of membership who are now retired. The recipient this year was Bob Roettger.
- 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. This year's recipient was Joe Gustafson.
- 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 John Crawford.

Sue then announced the results of the 2012 NCITE board elections and Robert Seyfried, International Director, performed the swearing-in ceremony for the newly elected board. Nick Erpelding, 2012 President, thanked Sue for her years of service on the NCITE board and presented her with a plaque of recognition.

Following the meeting, attendees were invited to bowl and play bocce and NCITE members and guests were able to socialize and celebrate another successful year of NCITE.



2011 Executive Board Meetings

In 2011, 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 also has topics timely to the meeting. These include reviewing goals of the board, election items and requests made to the board. Action items are also reviewed at each meeting. Committee chairs are welcome to attend the meetings and are specifically invited to join one meeting a year to discuss committee activities and initiatives with the board.

2011 Annual Report

2011 District and International Meetings

 http://www.ite.org/conference/	ITE 2010 Technical Conference and Exhibit	April 3 - 6	Walt Disney World Swan Resort Lake Buena Vista, FL
 http://www.midwesternite.org/	2011 Midwestern District Annual Conference in Conjunction with MOVITE Spring Conference	June 26 - 28	Grand Harbor Resort Dubuque, IA
 http://www.ite.org/AnnualMeeting/default.asp	ITE 2010 Annual Meeting and Exhibit	August 13 - 16	America's Center St. Louis, MO

COMMITTEES

Technical Committees:

The technical committee 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. A new group was added this year, the Traffic Operation and Maintenance Discussion Group.

Geometric Design Committee

2011 Chair: Bill Klingbeil, HR Green

In 2011, the Geometric Design Committee began exploring the flexibility in the 13 elements of design. The group will continue the exploration in various local and national design guidelines and standards such as the AASHTO Green Book, MnDOT Road Design Manual, and the MnDOT State Aid Statutes. Design flexibility was discussed from the perspectives of MnDOT, County, City, and Consulting Engineers.

Intersection Traffic Control Committee

2011 Chair: Mike Martinez, HDR Engineering

The Intersection Traffic Control committee met nine times in 2011. Meeting attendance was strong with typical attendance of 12 to 25 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.

Topics for 2010 included:

- APS/ADA design update
- Diverging Diamonds in MN
- LRRB Overview
- 2011 MN MUTCD Chapter 4 Changes
- HAWK Beacons
- Local Bicycle Initiatives
- Discussion and comment on the *Proposed Accessibility Guidelines for Pedestrian Facilities in the Public Right of Way*.
- ADA perspective from non-engineers
- MnDOT's arterial RTMC
- Flashing Yellow Arrow update
- Signing Retroreflectivity and MnDOT's Sign Maintenance/Management Handbook

2011 Annual Report

Pedestrian & Traffic Safety

2011 Chair: Matt Pacyna, SRF Consulting Group

2011 Co-Chair: Reuben Collins, WSB & Associates

In 2011, the Pedestrian Safety Committee met with a number of industry leaders regarding various pedestrian related topics and hosted several webinars. These topics included:

- ADA Transition Plans
- PROWAG Guidelines
- HCM Pedestrian LOS
- ADA Specialist Perspective
- Parking: Buffers, Bikes, and Cars
- Best Practices for Traffic Control at Regional Trail Crossings

The committee was also tasked with providing a review of the Proposed Accessibility Guidelines for Pedestrian Facilities in the Public Right-of-Way (PROWAG). Based on this review, the committee, along with the Intersection Traffic Control committee, submitted a formal comment letter on behalf of NCITE members.

In general attendance at the meetings has been steady, with a diverse set of regular attendees from various public and private entities. Looking forward to 2012, the committee is trying to expand to include other agencies that may find our group beneficial, including collaboration with a new City Engineers committee. Future topics include the "Minneapolis Nice-Ride" bicycle program, school boundary change pedestrian impacts, and new pedestrian technologies.

ITS Technical Committee

2011 Chair: Brian Scott, SRF Consulting Group

2011 Co-Chair: Ben Hao, URS

The ITS Technical committee is a joint committee of NCITE and ITS Minnesota. The committee provides a forum for participants to address technical issues related to ITS and to share lessons learned. The meeting format normally includes a round robin for member updates, an update on any MnDOT Traffic Engineering Organization ITS subcommittee meetings, and the current topics for the meeting. The Joint ITS Minnesota/NCITE Technical Committee completed its third year as a committee in 2011. The meetings were well attended by participants from MnDOT, the University of Minnesota, cities, counties, and consultants. Discussion topics in 2011 included:

- Work Zone ITS Boilerplate Specifications
- Highlights of 2011 TRB Conference
- MnDOT Organizational Structure Update
- State Patrol Dispatch Update
- MnDOT Metro District Sign Inventory Project
- Intersection Warning Systems in MN

2011 Annual Report

- Maintenance Experience With ITS Devices
- USDOT's "Connected Vehicles" Program
- County/District Highway Safety Plans
- Greater MN Deployment Project Updates
- Moorhead ITS Deployment Project
- CMS Guidelines Project
- Safe Intersection Project
- Intelligent Work Zone Standards Update
- Statewide Traffic Operations Plan Update
- ITS Roadside Appurtenances Crash-worthiness Update
NCHRP 350 → Manual for Assessing Safety Hardware (MASH)

Planning Methods and Applications

2011 Chair: Bryan Nemeth, Bolton & Menk

The Planning Methods and Applications committee met five times in 2011. Meeting attendance fluctuated between 7 and 20 people depending on the topics presented. Meetings were all held at the Minnesota Department of Transportation. Attendees included members of MnDOT, Metropolitan Council, consultants, as well as staff from cities, counties, and the University of Minnesota. This provided a broad range of perspectives to planning topics. Each meeting included topics that are relevant to the transportation planning community.

Topics included:

- Traffic Forecasting Methods
- Model Parameters and Adjustments
- Post-Processing of Model Outputs
- Subarea Modeling
- Merging Land Use and Transportation Forecasts
- Traffic Forecast use with Simulation Modeling
- Merging Transportation Model Forecasts and Trip Generation
- Update on the Travel Behavior Inventory (TBI)
- Update on Met Council Land Use Model
- Highway Capacity Manual Updates

The committee would like to expand the planning topics currently being discussed and reach out to planning staff at counties and cities for the coming year.

Traffic Operation and Maintenance Discussion Group

2011 Chair: Adam Bruening, Washington County

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. The group continues to grow in size each year. Each member brings new ideas and years of experience. The meetings rotate around the Twin Cities area. Our hope is that others will have an opportunity to join us if

2011 Annual Report

the meeting is closer to them. We share experiences, ideas, problems with materials or installation methods, along with various maintenance concerns. Attendees benefit from other member's expertise and knowledge on various topics such as ground mounted sign systems, sign material review, and ongoing signal maintenance challenges are discussed.

Discussion topics in 2011 included:

- Temporary sign bases for knock downs - what to use
- Striping – in-house or contract
- Pavement markings – how are agencies maintaining them

Standing Committees:

Standing 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 included Professional Development, Communication, Membership, Career Guidance and Student Activities. Much of these committees' work is highlighted in the upcoming sections summarizing professional development training, membership initiatives and scholarship programs.

Professional Development

2011 Chairs: Paul Morris, SRF Consulting Group
Nik Costello, Washington County

2011 Subcommittee Chairs:

Professional Certification: George Stuempfig, SRF Consulting Group
Outreach: David Hirsch, Stonebrook Engineering

Professional Development

In 2011 the Professional Development Committee offered training opportunities for NCITE members and other transportation professionals. Our goals include introducing new and emerging topics, providing opportunities to earn continuing education credits, and stimulating thought on issues that affect our industry.

A series of web seminars highlighting recent updates to the Highway Capacity Manual were hosted in the Twin Cities area during the spring and summer. These events were hosted at diverse sites including St. Paul, Bloomington, and Minneapolis. The selection of topics was intended to provide opportunities for a broad range of specialties, and over 60 participants attended these events in total. The web seminar topics and dates are shown below.

- April 12 - HCM 2010 Overview
- April 26 - Unsignalized Intersection Methodologies
- April 28 - Multi-Modal Urban Street Methodology
- May 17 - Signalized Intersection Methodologies
- July 21 - Enhanced Planning Methods

2011 Annual Report

In addition to the Highway Capacity series, a web seminar was hosted by NCITE on Thursday, November 16. This event was titled "Planning Urban Roadway Systems: An ITE Proposed Recommended Practice". Ten NCITE members attended this event that was held at Hiway Federal Credit Union office in St. Paul.

Professional Certification

The Professional Certification Committee also hosted a PTOE refresher course instructed by Bob Seyfried on September 8. This course was intended for traffic engineers to update their skills in anticipation of the fall administration of the PTOE exam. A total of 14 individuals attended this course including MnDOT and other agency staff.

Outreach

The Outreach Committee again put on the "Traffic and Transportation Symposium" at the University of Minnesota Continuing Education Center in St. Paul. This annual joint venture with CTS attracted 40 attendees who had the opportunity to listen to nine different speakers. The topics for this event were:

- Minnesota's Best Practices for Traffic Sign Maintenance and Management
- An Introduction to Flashing Yellow Arrows on Traffic Signals
- An Introduction to Local Design – Build Projects
- Cedar Avenue Moveable Barrier Project
- 46th Street Pilot Street Lighting Study – A Comparison of LED and Induction to HPS
- Financing Transportation Infrastructure-The Power of Partnerships
- An Introduction to Diverging Diamond Interchanges (DDIs)
- A Discussion on ADA Compliant Pedestrian Ramps

Communications

2011 Chair: Peter Langworthy, WSB and Associates, Inc.

2011 Subcommittee Chairs:

Membership Guide: Katie Bruwelheide, Alliant Engineering, Inc.

Newsletter: Derek Nieveen, Iteris

In 2011, NCITE published four Newsletters and one Yearbook. In addition, one special edition of the Newsletter was published with election information for 2011 Executive Board positions. The Website was updated regularly with meeting announcements, technical committee news, and other information.

The 2011 Annual Report of NCITE Activities was made available to members electronically via email and the Annual Report and NCITE Membership Directory were posted on the section website.

2011 Annual Report

Website Update

2011 was the first full year of the revamped NCITE website, which had been conceived and implemented by a committee headed by Nick Erpelding. The website has been very well received and successful. It has a very professional look and information is more accessible than the previous version. NCITE Board members and Committee Chairs have access to the site to update their own material through procedures which are easy to learn. This has meant that the website is significantly more up-to-date than it has been in years past and a designated webmaster for the site is not needed.

Membership

2011 Chair: Michael Corbett, MnDOT

The Membership Committee continues to provide membership data support to the yearbook editor, the INCITER newsletter editor and to the Board for the electronic voting system. The membership committee has also been handling new member requests and transfers. In early 2011, the website and email list systems were upgraded under a service agreement with Windmill Design. This new system has made it much easier for the membership committee to keep track of and edit member and committee email distribution lists.

In the first and second quarter of 2012, the membership chair is looking to add a committee member to assist with membership related duties. The committee will assist the Board in an effort to ensure that the email distribution lists contain only members that are up to date with their dues. The committee and Board will send out letters to individuals on the email lists that are not current with their dues, and present them with options to keep their active membership status. After a period of time to be determined by the board, individuals that choose to remain inactive or do not respond will be removed from the membership email distribution list and all committee lists.

In preparation for the 50th anniversary of the North Central section of ITE, the membership committee will be assisting the Board in going through the membership archives.

Student Activities/Career Guidance

2011 Chairs: Mark Ray, City of Golden Valley
 Brian Smalkoski, Kimley-Horn & Associates, Inc.

The Student Activities/Career Guidance Committee coordinates the scholarships awarded by NCITE including assembling members to review the student papers and scholarship applications. In 2011, the committee offered two rounds of scholarships, one in the spring targeted towards student achievements and one in the fall focused on recognizing outstanding summer interns. Committee members are also available to the student chapters as a liaison and for distribution of funds the student chapters receive from NCITE for activities.

Members of the Student Activities/Career Guidance Committee continue to make presentations at middle and high schools throughout the metro area to encourage

2011 Annual Report

students to consider careers in transportation. NCITE has partnered with the Center for Transportation Studies at the University of Minnesota to identify new opportunities such as science/technology camps and the Science Technology Engineering Mathematics (STEM) program to reach out to students and encourage them to consider a career in transportation.

The University of Minnesota student chapter (Interdisciplinary Transportation Student Organization (ITSO)) currently has 153 student members. ITSO held five “TransTalk” lunch meetings where a transportation professional was invited to come and speak to the students during lunch. In December 2011, ITSO held its annual student paper symposium where nine transportation engineering students presented their research work. ITSO also sent a team to compete in the Midwestern District Traffic Bowl in Dubuque, Iowa as part of the Midwestern District Annual Meeting. The annual report of all the activities of the ITSO chapter can be found on the NCITE website:

<http://www.nc-ite.org/organization/student-chapters>

2011 Annual Report

AWARDS AND SCHOLARSHIPS

NCITE recognizes the contributions to our profession through awards to established professionals and scholarships to those future leaders.

Past Presidents Award

This award is given annually to an individual who has made outstanding contributions to NCITE, ITE and/or through achievements in the transportation/traffic engineering profession.

The 2011 Past Presidents Award recipient was **John Crawford**.

John has 16 years of experience in traffic engineering and environmental analysis and is currently a senior traffic engineer and traffic engineering manager for the URS Minneapolis Office. In addition to his work in the traffic engineering field, John is sought out and considered a Minnesota noise modeling expert and has conducted noise, vibration, air quality and energy analyses for numerous transportation and site development projects.



Past Presidents Award Winner John Crawford

John has been active in NCITE since the 1990s. He has served in all NCITE officer positions, as well as on the Midwestern District of ITE, where he is the current past president. John was very active in organizing the International ITE Annual meeting hosted by Minnesota in 1996 as well as the recent Midwestern District Annual meeting in 2010.

Young Transportation Professional of the Year Award

This award is given annually to an individual who is 35 years old or younger, and who is making outstanding contributions to NCITE, ITE and/or through achievements in the transportation/traffic engineering profession.

The 2011 Young Transportation Professional of the Year Award recipient was **Joe Gustafson**.

2011 Annual Report

Joe currently serves as the Washington County Traffic Engineer, working hard to improve safety in the communities of Washington County. Joe has served on the MnMUTCD Committee since 2008, played a key role in the continuing development and improvement of the public information program known as Roundabout U, and has led the implementation of the use of Twitter for communication on highway construction projects. In addition to his work in Washington County, he has shared his knowledge and experience with others such as



with the City of Richfield roundabout, and numerous traffic studies and analysis he has done on behalf of other counties, such as Waseca, Steele and Chisago Counties.

Joe's involvement in NCITE has included more than five years on the Intersection Traffic Control Committee and NCITE Director in 2011.

*Young Transportation Professional of the Year Award
Winner Joe Gustafson*

Student Paper Award

NCITE awards \$500 annually for the best student paper pertaining to transportation engineering or transportation planning. Papers are judged on the following criteria:

- Technical merit
- Clarity and organization
- Completeness as related to stated purpose
- Applicability to current issues facing the transportation engineering profession

The 2011 Student Paper Award was presented to **Shaker Rabban** from the **University of Minnesota** for the paper "Different Payment Methods Impact on Transit Speed."



2011 President Sue Zarling presenting Shaker Rabban with the NCITE Student Paper Award

Scholarships

In 2011 NCITE awarded \$4,500 in scholarships to students in the section. The scholarships are awarded on the basis of academic performance, career goals, ITE involvement, and related accomplishments or experience.

2011 Annual Report

Recipients of NCITE Scholarships in 2011 were:

Undergraduate Scholarships (\$1,000 each)

Greg Asche, University of Minnesota
Andrew Andrusko, Mankato State University

Freshman/Sophomore Scholarship (\$1,000)

Joseph DeVore, University of Minnesota

Graduate Student Scholarship (\$500)

Nicklaus Ollrich, University of Minnesota



2011 President Sue Zarling presenting an Undergraduate Scholarship to Greg Asche



Nicklaus Ollrich receiving the Graduate Student Scholarship from 2011 President Sue Zarling



Joseph DeVore received the NCITE Freshman/Sophomore Scholarship

Intern Scholarship (\$500 each)

Abby Tutewohl, University of Minnesota
Michelle Williams, University of Minnesota



Katie Bruwelheide presenting Abby Tutewohl with an NCITE Intern Scholarship



2011 Vice President Nick Erpelding congratulating scholarship winner Michelle Williams

PROFESSIONAL DEVELOPMENT TRAINING AND OUTREACH

Eight professional development opportunities were held by NCITE this year. A series of five web seminars on the 2010 Highway Capacity Manual were hosted by NCITE at various locations around the Twin Cities. In addition, the new publication “Planning Urban Roadway Systems: An ITE Proposed Recommended Practice” was presented as a web seminar hosted by NCITE. The web seminar series are very beneficial to the NCITE membership because they provide low-cost opportunities for training and professional development. The 2011 web seminar series had 70 total attendees.

Once again in 2011, NCITE held a one-day Professional Traffic Operations Engineer (PTOE) refresher course in September. The course was attended by 14 professionals and the instructor for the course was Robert Seyfried.

In addition to these opportunities, The 20th Annual Workshop on Traffic Engineering Fundamentals, now renamed as the Transportation and Traffic Symposium hosted by NCITE with support from the Center for Transportation Studies was held in February. The day-long workshop was attended by 40 transportation technicians, planners and new engineers. The wide range of transportation topics drew city, county and consultant staff from around the state.

In total, more than 120 transportation professionals and technicians attended an NCITE training opportunity in 2011.

LEGISLATIVE ACTIVITIES

NCITE was active in transportation legislative issues through keeping track of specific legislation and communicating key legislative activities to its members.

NCITE stayed involved in this process through updates at section meetings and discussions about specific aspects of legislation at technical committee meetings.

The Intersection Traffic Control and Pedestrian and Traffic Safety Technical Committees worked to develop comments on the U.S. Access Board Guidelines for Public Rights-of-Way. These comments were officially submitted by the NCITE Executive Board.

2011 Annual Report

FINANCES

The success of the Professional Development programs once again helped NCITE finish 2011 financially strong. End of year balances are shown as follows:

Account	Balance
Checking	\$ 10,029.94
Savings	\$ 1,013.31
Money Market	\$ 10,106.96
Total	\$ 21,150.21

In addition to the end of year balances, a more detailed financial summary of the year (inclusive of all expenses) is as follows:

Year End Budget Summary

1/1/2011 Through 12/31/2011 Using 2011 NCITE Annual Budget

Category Description	1/1/2011 Actual	- Budget	12/31/2011 Difference
INCOME			
Annual Meeting Income	2,088.00	3,000.00	-912.00
District IV Surplus	0.00	0.00	0.00
Interest	25.26	45.00	-19.74
Member Dues	4,392.60	4,300.00	92.60
Newsletter, Yearbook, Web Advertising	4,750.00	3,550.00	1,200.00
Professional Development	9,755.00	10,000.00	-245.00
Section Meetings	5,104.00	6,000.00	-896.00
TOTAL INCOME	26,114.86	26,895.00	-780.14
EXPENSES			
Annual Section Meeting Expense	3,089.84	4,000.00	910.16
District IV Conference	29.42	0.00	-29.42
District IV Initiatives	0.00	0.00	0.00
Election	260.45	350.00	89.55
Membership Outreach	0.00	250.00	250.00
Misc. Expense	0.11	200.00	199.89
Prof. Development	8,141.65	8,000.00	-141.65
Promotional Materials	0.00	100.00	100.00
Scholarship - Undergrad 1st, 2nd Year	0.00	0.00	0.00
Scholarships - all students	4,500.00	4,500.00	0.00
Section Mtgs.	5,191.96	6,000.00	808.04
Spk. Gifts, Certs, Plaqs, Recog	424.81	500.00	75.19
Student Activities	732.05	2,750.00	2,017.95
Student Paper Awards	500.00	500.00	0.00
Subsidy of Int'l + Dist. Mtg Attendance	1,378.70	1,750.00	371.30
Website	519.50	330.00	-189.50
TOTAL EXPENSES	24,768.49	29,230.00	4,461.51
OVERALL TOTAL	1,346.37	-2,335.00	3,681.37

SUMMARY

2011 was a great year for NCITE members! Membership participation and interaction through attendance at section meetings, professional development opportunities, technical committees, and programs was strong. NCITE continues to maintain a very active and involved section, with a total of 450 attendees of section meetings, activities, and professional development opportunities. In addition, NCITE welcomed 26 new members in 2011, including 18 student members. Through the challenging economic times of the last few years, NCITE has maintained a strong financial position and has been able to maintain the yearly \$5,000 of student awards, as well as take on new initiatives such as the website redesign.

APPENDICES

Appendix A:
2011 ITE Midwestern District Officers and Representatives

2011 ITE Midwestern District Board

International Director	Robert K. Seyfreid Illinois Section Northwestern University (847) 530-4032 r-seyfreid@northwestern.edu
President	Douglas A. Ripley MOVITE Section Traffic Control Corporation (515) 418-4114 dripley@trafficcontrolcorp.com
Vice President	Peter Lemmon Illinois Section Metro Transportation Group (312) 853-0820 pcl@metrotransportation.com
Secretary - Treasurer	Todd Szymkowski Wisconsin Section University of Wisconsin - Madison (608) 263-2684 pcl@metrotransportation.com
Immediate Past President	John F. Crawford NCITE Section URS Corporation (612) 373-6871 john_crawford@urscorp.com
Administrator	Thomas E. Campbell NCITE Section Retired, MnDOT (651) 484-4638 te.campbell@comcast.net

2011 ITE Midwestern District Committee Chairs

Newsletter Editor

Mark D. Rinnan

Illinois Section
Jacobs
(312) 424-5419
mark.rinnan@jacobs.com

Webpage Editor

Todd Szymkowski

Wisconsin Section
University of Wisconsin - Madison
(608) 263-2684
pcl@metrotransportation.com

2011 ITE Midwestern District Section Representatives

MOVITE Section

Brian L. Vines

Section President
Jacobs Engineering Group
(501) 223-0515
brian.vines@jacobs.com

Illinois Section

Timothy P. Sjogren

Section Past President
Traffic Analysis & Design, Inc.
(630) 370-0086
TSjogren@Traffic-AD.com

Wisconsin Section

Anne Reshadi

Section Past President
Wisconsin Dept. of Transportation
(414) 227-2149
anne.reshadi@dot.wi.gov

NCITE Section

Kristi Sebastian

Section Past President
Dakota County
(952) 891-7178
kristi.sebastian@co.dakota.mn.us

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>