

## 2017 NCITE Annual Report Summary

2017 was a productive and enriching year for members of the North Central Section of ITE, which celebrated its 54th year! Membership participated through a variety of activities including section meetings, membership drive, social outings, a professional development opportunity, technical and standing committees. In 2017, NCITE continued to maintain a very active and involved Section, with a combined total of **over 300 attendees for Section Meetings**, a joint professional development luncheon, and **social outings for young and not so young members alike**. In addition, **NCITE welcomed 39 new members** in 2017, which included 11 students.

The NCITE Board met 12 times in 2017 to discuss Section business and initiatives. Discussions included Section Meeting planning, membership retention, and engaging with MNDOT to increase public sector participation. The Board also worked with member and student groups to discuss planning for the upcoming 2018 joint ITE International and Midwestern/Great Lakes Districts Annual Meeting and Student Leadership Summit hosted by the University of MN. The Board worked on multiple updates to Section Policies related to travel stipends for students and board members, stipends for Student Chapters that submit annual reports, and updating aged document retention requirements. The Board also completed a social media survey for members, and ultimately launched a LinkedIn page to communicate Section announcements and information to members.

### Section Membership and Financial Summary

- In 2017, NCITE had 423 members and 10 affiliate members.
- NCITE welcomed 39 new members in 2017: 25 ITE members, 3 Section Affiliates, and 11 students.
- NCITE membership in 2017 grew to a size that allowed for a nomination of an additional Distinguished Member.
- NCITE held a membership drive at a Section Meeting by offering a member to bring a non-member for free. The meeting included a brief presentation for non-members on the benefits of joining ITE!
- NCITE finished 2017 financially strong with a total balance of \$17,489 compared to \$17,824 in 2016.

### Technical Activities

- NCITE held six Section Meetings with a total of 338 attendees. The meetings took place over breakfast or lunch and included time for networking prior to the technical presentation. Presentations covered the following relevant transportation related topics: SPaT Challenge, Temporary Traffic Control and Safety, Traffic Safety Initiatives in MN, ND, and SD, Median Acceleration Lanes, Transportation Funding Outlook in MN, and Automated and Connected Vehicles.
- NCITE's Technical Committees (Geometric Design, Intersection Traffic Control, Pedestrian and Traffic Safety, Intelligent Transportation Systems, and Simulation & Capacity Analysis) continued to be active, providing opportunities for on-going education, information sharing, and networking for our members. NCITE's Traffic Operation and Maintenance Discussion Group, in their seventh year, continued to meet monthly. Combined, there were 35 technical committee meetings in 2017.

### Social and Student Activities

- The Past President's meeting was held in May at The Exchange Food & Drink. Twelve of NCITE's past President's shared their ideas and experiences with the current section leadership.
- A joint Summer Social and student scholarship fundraiser was held in July at Fulton brewery in Minneapolis. Attendance included 42 members, which provided a good distribution of age groups resulting in successful fundraising. Proceeds were allocated to NCITE's Student Scholarship Fund.
- NCITE awarded two \$500 Student Intern Scholarship awards in 2017.
- NCITE provided financial assistance in the form of travel reimbursement to the Interdisciplinary Transportation Student Organization (ITSO) (ITE Student Chapter) from the University of Minnesota. Students traveled to Madison, WI for the Midwestern ITE District Meeting in June to participate in the Traffic Bowl. The students took 1st place and ultimately participated in the ITE Annual Meeting Traffic Bowl in Toronto. In addition, financial assistance was also offered to ITE student chapters at North Dakota State University and South Dakota University.
- Students from the University of Minnesota attended the Midwest ITE Student Leadership summit at Purdue University in September.
- NCITE Members and guests enjoyed dinner and an evening of activities including Bocce ball and bowling at Pinstripes in Edina for the Annual Meeting in November.
- The Younger Member Committee coordinated six activities to promote networking with younger members, students, and members.

### Section Communications

- NCITE published five INCITER Newsletters, including the annual Election Edition.
- Created a comprehensive Communications Plan for 2017.
- Published a [2016 NCITE Annual Report](#) in March 2017.
- Published the 2017 NCITE Membership Directory.
- Created an NCITE LinkedIn page to enhance Section communications by providing announcements for Section meetings, committee meetings, award winners, and important industry news.

### Section Awards

NCITE and its members received the following awards in 2017:

- Midwestern District 2017 **Section Activities Award**
- The 2017 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 **Scott McBride**.
- The 2017 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 **Jake Folkeringa**.
- Nomination and acceptance of a new **Distinguished Member**, **Steve Manhart**

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2017 NCITE Secretary

# 2017 Annual Report



Prepared by: Jeff Preston  
2017 NCITE Secretary

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## A MESSAGE FROM NCITE'S 2017 PRESIDENT

I'd like to begin my final president's message where my last one ended; by thanking the 2017 executive board for their hard work and significant achievements. It was a fantastic group to work with and the Section's membership benefited greatly from their efforts. Furthermore, our section meetings continued to be very well attended and our committees continued to be active.

Our membership grew from 387 members at the beginning of the year to 423 at the close of 2017, including 25 new full members. This growth can be directly linked to NCITE's partnership with ITE's spring membership drive and the hard work of our Directors and our membership chair, to spread the word and create content for the meeting. The highlight of this effort was the May section meeting at the popular Gasthof's, where prospective members could experience a section meeting for free. The other significant benefit of this growth is that NCITE's bylaws allowed for the nomination of another Distinguished Member. Steve Manhart was presented with this distinction and became just our 12th Distinguished Member at NCITE's Annual Meeting this past November.



Another highlight from the past year included the first section meeting hosted outside the Twin Cities in many years. NCITE leveraged attendance at the ATSSA How-to conference and the NDDOT Roundtable to hold the March Section meeting in Fargo. The meeting was very well attended and even more participated via webinar back in the Twin Cities.

Next on the highlight reel is NCITE's re-engagement of MNDOT. I'd like to thank our then Vice-President, Scott Poska, as well as MNDOT's Scott McBride, Sue Porter and Jay Hietpas for engaging in a collaborative discussion centered on clarifying MNDOT's policy on supporting staff participation, and brainstorming ways NCITE can engage agency staff. This effort led to two significant achievements. First, MNDOT hosted the September Section Meeting at Waters Edge. It was by far the most well attended Section Meeting in my 19 years as an NCITE member. Second, for his role in this effort, Scott McBride was selected as NCITE's 2017 Transportation Professional of the Year!

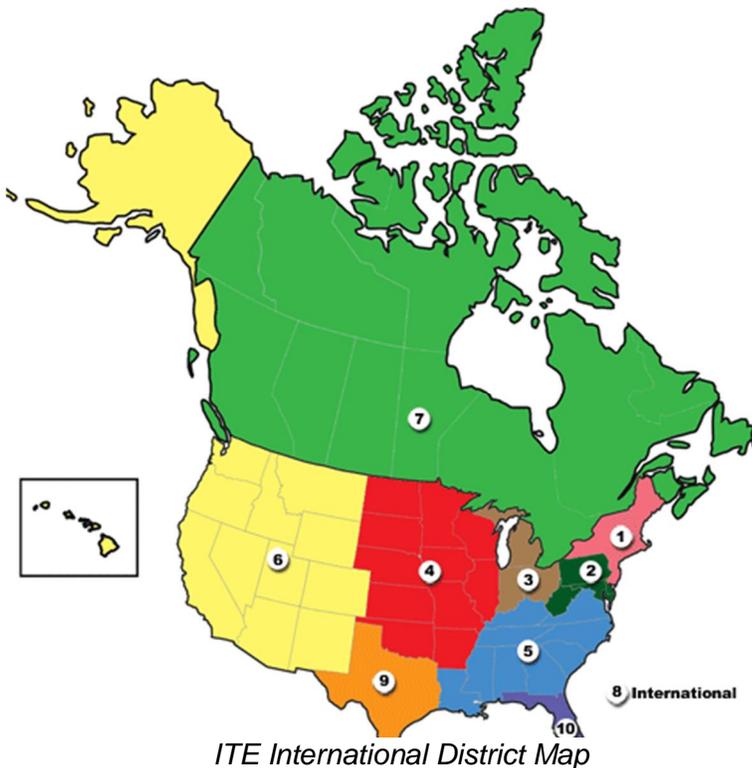
Speaking of awards, Jake Folkeringa was selected as NCITE's 2017 Young Transportation Professional due to his significant professional achievements in conjunction with his longtime effort coordinating NCITE's Communications Group, and serving as our 2017 Treasurer. NCITE also received the 2017 Midwestern District Section Activities award in recognition of the Section's activity in 2016.

In closing, 2017 was a whirlwind of activity, and I look back on our accomplishments with pride. 2018 will undoubtedly bring even more activity with the ITE Annual Meeting taking place in Minneapolis this August. As we enter 2018, I can confidently say that NCITE is in good hands, and the Section has a sustainable group of young leaders to continue our success well into the future.

Sincerely,  
Mike Martinez, HDR  
2017 NCITE President

## 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.



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

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](http://www.electionbuddy.com)) service administered the online elections. Holding the elections online resulted in an excellent voter turnout with 119 ballots being cast out of a possible 445. This resulted in a 27% ballot return rate for the Fall 2017 election.

## 2017 NCITE Executive Board

### President:

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

### Directors:

Nick Ollrich  
Metro Transit  
(612) 373-5350  
[nicklaus.ollrich@metrotransit.org](mailto:nicklaus.ollrich@metrotransit.org)

### Vice President:

Scott Poska  
City of Minneapolis  
(612) 673-3738  
[scott.poska@minneapolismn.gov](mailto:scott.poska@minneapolismn.gov)

Abigail Rieckman  
Alliant Engineering, Inc.  
(612) 767-9325  
[areieckman@alliant-inc.com](mailto:areieckman@alliant-inc.com)

### Secretary:

Jeff Preston  
Stantec  
(651) 604-4816  
[Jeff.Preston@stantec.com](mailto:Jeff.Preston@stantec.com)

Mark Wagner  
SEH, Inc.  
(651) 765-2929  
[mwagner@sehinc.com](mailto:mwagner@sehinc.com)

### Treasurer:

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

### Past President:

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

## **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

## 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 423 members, NCITE strives to provide opportunities for every member to get to know each other both professionally and personally.

### Section Membership

As of December 31, 2017, NCITE had the following Membership enrollment by state:

<u>State</u>	<u>Member Count</u>
Minnesota	377
North Dakota	30
South Dakota	16
<b>Grand Total</b>	<b>423</b>

Of NCITE's 423 members, 10 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 2017, we welcomed 39 new members – 28 ITE members and 11 new Student members.

### 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 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.

Membership in 2017 grew to a size that allowed for a nomination of an additional Distinguished Member. The Board nominated **Steve Manhart** for Distinguished Membership, which he accepted. With this addition, the Section now includes 12 Distinguished Members.

## **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. The Section currently includes 40 Life Members.

## **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. The Section currently includes 9 Section Life Members.

## **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. The Section currently includes 3 Section Life Affiliates.

## **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 was accomplished in the various activities and initiatives our section accomplished in 2017:

- Held monthly technical section meeting sessions throughout the year.
- Provided an Annual Report and Membership Directory.
- Communicated with members using tools based on the Communications Plan.
- Developed and fostered partnerships with other transportation organizations in the Midwest.
- Supported Midwestern and National ITE events, workshops, and courses for members through sending board members to the District and National meetings, promoting events, workshops, and courses at section meetings and highlighting meetings in our newsletter.
- Supported student activities and attendance at meetings to encourage the future of the transportation profession.

## 2017 NCITE EVENT SCHEDULE



Month	Day	2017 NCITE Schedule	Committee Chair Invited	
January	12	NCITE Board Meeting - HDR (Host: Mike Martinez)	Membership Chair	
	8-12	96th TRB Annual Meeting - Washington DC		
	17-20	MN County Engineers Association Annual Conference - Cragun's Resort		
	23	NCITE Section Lunch Meeting (Lead Director: Nick)		
	25-27	MN City Engineers Annual Conference - Earle Brown Center, Brooklyn Park		
February	10-14	ATSSA's 46th Annual Traffic Expo - Phoenix, AZ		
	10	MSES Winter Meeting - Pinstripes - Edina		
	9	NCITE Board Meeting - SRF (Host: Scott Poska)	Younger Member	
	<i>Text Due 2/20/17. Distribution 2/27/17</i>			
	TBD	CTS Transportation Career Expo - Coffman Union, U of M		
March	mid-late	NCITE Section Breakfast Meeting (Lead Director: Mark)		
	2/28-3/2	ITE - IMSA Spring Conference - Phoenix, AZ		
	1-2	Mn Transportation Conference / ITS MN Annual Meeting		
	9	NCITE Board Meeting - Stantec (Host: Jeff Preston)	Ped & Traffic Safety	
	21-22	ATSSA Northland Chapter How-To Workshop, Fargo, ND		
April	22	NCITE Section Lunch Meeting (Lead Director: Abby) - Fargo, webcast in Twin Cities		
	<i>Distribute Annual Report - End of March</i>			
	13	NCITE Board Meeting - SRF (Host: Jake Folkeringa)	ITSO	
	9-14	National Association of County Engineers Annual Conference - Cincinnati, OH		
	11	NCITE Board Meeting - Metro Transit (Host: Nick Ollrich)	Geometric Design	
May	TBD	MPWA Spring Conference - Grand View Lodge		
	early	NCITE Section Lunch Meeting (Lead Director: Nick)		
	TBD	ACEC - MN Annual Meeting and Banquet		
	TBD	NCITE Past Presidents Dinner - TBD		
	<i>Distribute Spring Newsletter - Mid May</i>			
June	18	Minnesota Roadway Maintenance Training and Demo Day - SW MN State University, Marshall		
	TBD	AASHTO Spring Meeting - Des Moines		
	17-19	WTS Annual Conference - NYC		
	5/31 - 6/3	ITS America Annual Meeting, Pittsburgh, PA		
	5	MSES Spring Golf Outing - Emerald Greens, Hastings		
July	8	NCITE Board Meeting - SEH (Host: Mark Wagner) Afternoon Meeting	Int. Traffic Control	
	15	TRB Highway Capacity Manual Luncheon - TBD (Lead Director: Mark)		
	18-20	MW ITE District Conference and Annual Meeting - Madison, WI		
	13	NCITE Board Meeting - If Needed (TBD)		
	17-20	National LTAP/TTAP Conference - Norfolk, VA		
August	mid-late	NCITE Fundraiser/Summer Social Outing (Lead Director: Abby)		
	7/30 - 8/2	ITE Annual Meeting and Exhibit - Toronto, Ontario		
	10	NCITE Board Meeting - Alliant (Host: Abby)	SimCap	
	<i>Distribute Summer Newsletter - Mid August</i>			
	27-30	APWA International "PWX" Conference - Orlando, FL		
September	14	NCITE Board Meeting - Washington County (Host: Joe) Afternoon Meeting	Communications	
	mid	NCITE Section Lunch Meeting (Lead Director: Nick)		
	13-15	MSES Fall Outing, Grand View Lodge		
	Rural ITS Conference - No current plans for a 2017 conference			
	ITS MN Fall Industry Forum			
October	12	NCITE Board Meeting - HDR (Host: Mike Martinez)	ITS	
	25-28	AASHTO Annual Meeting - Phoenix, AZ		
	26-27	TZD Statewide Conference - St. Paul RiverCentre		
	mid	NCITE Section Meeting with ITSO (Lead Director: Mark)		
	<i>Distribute Election Newsletter - Mid October</i>			
November	9	NCITE Board Meeting - SRF (Host: Scott Poska)	None	
	2016 Statewide Toward Zero Deaths Conference			
	MPWA Fall Conference			
	TBD	NCITE/MWITE Annual Meeting (Lead Director: All)		
	<i>Distribute Fall Newsletter - Late November</i>			
December	14	NCITE Board and Transfer of Duties Meeting - Stantec (Host: Jeff Preston)	Joint Board Meeting	
	<i>Distribute Fall Newsletter - Late November</i>			
	mid to late	NCITE Section Lunch Meeting - Director #1		
	11*	NCITE Board Meeting - SRF (Host: Scott)		
	TBD	TRB Annual Meeting - Washington DC		
Jan. 2018	TBD	MN County Engineers Association Annual Conference		
	TBD	MN City Engineers Annual Conference - Earle Brown Center, Brooklyn Center		

\*Date is tentative

Last updated: 2/8/17

Board meetings  
Section/Annual Meetings  
Newsletter/Report Deadlines

## Executive Board Meetings

In 2017, the NCITE Executive Board met monthly for a total of twelve (12) Meetings. A typical agenda included time for meeting minute review and approval, treasurer and committee reports, Section Meeting planning, and additional discussion on Section initiatives. Meetings included timely topics, reviewing goals, election items, and requests made to the Board. Committee chairs are welcome to attend the meetings and were specifically invited to join one meeting a year to discuss committee activities and initiatives.

## Section Meetings

NCITE strives to hold a minimum of six (6) Section Meetings every year. In 2017, Section Meetings were held in January, February, March, May, September, and October. In addition, the Section continued the tradition of a Summer Social.

Section Meetings typically include networking prior to a breakfast or lunch, a President's welcome message, an introduction of all members in attendance, a brief overview of Section and ITE activities, and finally a technical presentation on a timely transportation topic

### January 28th – Lunch Meeting at Rose Vine Hall (Grumpy's), Roseville, MN

Topic: SPaT Challenge

Attendees: 56

Brian Scott from SRF Consulting Group presented on the Signal Phase and Timing (SPaT) Challenge. Highlights of the presentation include:

- What is SPaT?
- What is the SPaT Challenge?
- Why the SPaT Challenge?
- Specific SPaT details

### February 21st – Breakfast Meeting at Jax Café, Minneapolis

Topic: Temporary Traffic Control, Work Zone Safety, Design, and Administration from a Consultant's perspective

Attendees: 38

Reed Leidle from Safety Signs led a discussion to discuss Temporary Traffic Control, Work Zone Safety, Design, and Administration from a Consultant's perspective. Highlights of the presentation include:

- How can we make work zones as safe as possible?
- What is the problem? What are we trying to fix?
- What is the Northland Chapter of ATSSA doing?
- What groups are working on work zone safety?
- Partnership Opportunities

**March 22nd – Ramada Plaza Suites, Fargo, ND / Stantec, St. Paul, MN (webcast)**

Topic: State of Traffic Safety – ND, SD, MN

Attendees: 33 Fargo, ND / 20 St. Paul, MN

This Section Meeting was the first meeting located in Fargo, ND in conjunction with the Northland Chapter of the American Traffic Safety Services Association (ATSSA). Members in the Twin Cities that were unable to travel to Fargo were provided an opportunity to participate in the meeting via a webcast held at Stantec in St. Paul, MN. Presenters included Shawn Kuntz, NDDOT, Andy Vandell, SDDOT, and Brad Estochen from MNDOT. Highlights of the presentation include:

- North Dakota DOT
  - Implementation of Strategic Highway Safety Plan (SHSP)
  - Integrate 4 E's of Safety: Education, Enforcement, Engineering, EMS
  - Look at evidence based strategies to reduce fatal and serious crashes
  - Continue data collection for enhancements to SHSP.
- South Dakota DOT
  - With implementation of SHSP fatal and serious crash rates have decreased 12%-17%
  - Emphasis areas include: road departure, intersections, and motorcycles
  - Road Departure, Intersection Crash, and Motorcycle Crash Improvements
- MN DOT
  - What is Safe?
  - Safety emphasis areas
  - Intersection Crashes of Interest relative to severity and frequency
  - Solutions for angle crashes at intersections
  - Risk Based Approach and Urban Risk Factors

**May 10th – Lunch Meeting at Gasthof Zur Gemutlichkeit, Minneapolis, MN  
Membership Drive**

Topic: Median Acceleration Lanes

Attendees: 52

This Section Meeting included an ITE membership drive, which encouraged members to bring a non-member. A short presentation included benefits of ITE membership. Max Moreland with Spack Consulting and Brad Estochen with MNDOT presented on MNDOT's study Median Acceleration Lane effectiveness. Highlights of the presentation include:

- Definition
- Key Questions:
- Study Purpose
- Locations
- Safety Impacts
- Analysis
- Conclusions

**September 18th – Lunch Meeting at MNDOT Metro (Water’s Edge), Roseville**

Topic: MNDOT Funding Outlook and Upcoming Projects

Attendees: 75

Scott McBride from MNDOT presented on the future of transportation funding and upcoming projects. Highlights of the presentation include:

- State Road Construction Program Outlook
- 2018 Transportation Finance and Policy Bill
- Proposed Bonding Bills
- Upcoming Metro District Projects (2018-2023)

**October 23rd – Lunch Meeting at the University of Minnesota Coffman Memorial Union (Mississippi Room)**

Topic: Automated and Connected Vehicles: Overview + Actions

Attendees: 65

- The Challenge
- The Promise
- Some Autonomous Tech Explained
- Real Life Examples
- What We Can Do, Now

**Social Activities**

**Past Presidents Meeting**

May 25th, The Exchange Food and Drink, New Brighton, MN

Attendees: 12 Past President’s / 3 Board Members

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. 2017 NCITE President Mike Martinez began the meeting with introductions and an overview of the Section’s initiatives for 2017, including a summary of Sections finances, meeting rates, efforts towards a North Dakota chapter, Section Insurance update, and development of a LAC for the Joint ITE/Midwestern District/Great Lakes District Annual Meeting. Open discussion followed.

**Summer Social & Scholarship Fundraiser**

July 25th, Fulton Brewing, Minneapolis, MN

Attendees: 42

The NCITE Summer Social and Scholarship fundraiser was held on July 25th at the Fulton brewery in Minneapolis. This combined event was a success with positive reviews, a good distribution of age groups, fun trivia activity and very successful raffle. The organizers followed state guidelines for administering the raffle and look forward to increasing the student scholarship funds raised in 2018.

### **Annual Meeting**

November 16th – Pinstripes, Edina, MN

Attendees: 64

NCITE's 2017 Annual meeting was held at Pinstripes in Edina, MN. This event was a first to coincide with the Fall Retreat for the Midwestern District Board. The event started with an early happy hour before the social hour hosted by the Young Members Committee. After the social hour and a seated dinner, the program for the evening began. The program included:

- Introductions
- MWITE and ITE International update
- 2017 Year in Review
- Recognition for effort by 2017 Technical and Committee Chairs
- Recognition for effort by 2017 Board Members
- Presentation of 2017 Section Awards
- Presentation of Distinguished Member
- Presentation and Induction of 2018 Board Members
- Social Activity – Bocce Ball and Bowling

## **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**

2017 Chair: Tom Jantscher, Howard R. Green Company

2017 Meetings: 5

The committee strives to meet every other month in non-summer months. 2017 meeting topics included:

- MNDOT Roundabout Steering Committee Design Guidelines – Part 1
- MNDOT Roundabout Steering Committee Design Guidelines – Part 2
- MNDOT Roundabout Steering Committee Design Guidelines – Part 3
- Mini-Roundabout Case Studies in MN
- Viewing of "We are the Champions: Roundabouts of the Future" – Presentation from Joint ITE/CITE 2017 Annual Meeting

### **Intersection Traffic Control Committee**

2017 Chair: Tyler Krage, Alliant Engineering  
Co-Chair: Nik Costello, Washington County  
2017 Meetings: 8

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. The first meeting was a brainstorming session for committee meeting topics for 2017.

Topics for 2017 included:

- Roundabout best practices, including roundabout diets, multi-lane roundabout case-studies, roundabout modeling, and data collection for roundabouts
- Best practices for troubleshooting audible pedestrian signals
- Flashing Yellow Arrow related topics
- Review of overlooked standards and specs. All flash, FYA, clearance intervals, ped/bike, MNDOT ATC
- Multi-level roundabout case study - Lincoln, NE
- Regional ATMS Forum. Agency discussion of current systems, future plans/developments, advice, and hopeful measures of effectiveness. MNDOT update on the progress of the MaxView system.
- DDI forum, signal phasing practices, coordination techniques, and other best-practice lessons. Update and lessons learned from the first Minnesota DDI built in Sartell.

### **Pedestrian & Traffic Safety**

2017 Chair: Caitlin Wotruba, Kimley-Horn  
Co-Chair: Tyler Krage, Alliant Engineering  
2017 Meetings: 5

The Committee met 5 times in 2017. Committee attendance was steady with typical attendance of 10 people. The first meeting was a brainstorming session for committee meeting topics for 2017.

Topics for 2017 included:

- Multiple Threat Pedestrian Crashes and Analysis
- St. Paul Stop For Me Campaign
- Pedestrian Crossings at Unique Intersections
- Blue Line Pedestrian Grade Crossings
- Multi-Use Trail Crossing/Intersection Design and Best Practices

### **Intelligent Transportation Systems (ITS)**

2017 Chair: Derek Nieveen, Alliant  
Co-Chair: Mike Kronzer, MNDOT  
2017 Meetings: 4

The Committee met four times in 2017. The ITS Technical committee is a joint committee of NCITE and ITS Minnesota. The Joint NCITE/ITSMN Technical Committee completed its eighth year as a committee in 2017. 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 2017 included:

- Update on results of the new Metro Transit Bus Rapid Transit (BRT) "A" Line
- Enhanced Speed Compliance
- City of Minneapolis SMART Cities proposal
- Enhanced Detection of Wrong Way Drivers

### **Simulation & Capacity Analysis (“SimCap”)**

2017 Chair: Joe DeVore, KLJ Engineering  
Co-Chair: Derek Lehrke, MNDOT  
2017 Meetings: 5

2017 was the fourth year for the NCITE Simulation & Capacity Analysis Committee. The committee is a 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, and roundabout calibration to real capacity. The committee typically meets on a bi-monthly basis and meetings were well attended by traffic professionals and researchers from both public and private agencies.

Topics for 2017 included:

- Two-lane Highway Passing Lane Assessment using HCS/HCM methodology compared to VISSIM / MNDOT Roundabout Design Committee updates to the MNDOT Road Design Manual Chapter 12
- FHWA traffic analysis initiative documents and methodologies briefing / 2017 MNDOT ICE Report guidelines
- Synchro and Alternative Intersection Simulations
- MNDOT's Experience with Streetlight Data
- Blue Line LRT Signal Controller Operations Decision Making using VISSIM and ASC/3 SIL / Autonomous Vehicle Lane Conversion – A pilot test on I-35W Southbound

### **Planning Methods and Applications**

2017 Chair: Steve Ruegg, WSP

Co-Chair: Jim Henricksen, MNDOT

2017 Meetings: 2

The Committee was reactivated in 2017 and met twice and discussed potential topics for research, updated a potential list of participants to increase activity, and surveyed members for potential topics.

### **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**

2017 Chair: Vacant

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 2017, the Section hosted a Joint luncheon with TRB at the TRB Highway Capacity and Quality of Service Committee meetings. Lunch included a presentation by agencies on use/lack of use of the Highway Capacity Manual.

### **Younger Member Committee**

2017 Chair: Phil Kulis, SRF Consulting Group

Co-Chair: Jeremy Melquist, Bolton & Menk

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

Activities held in 2017 included:

- Tour of the Historic Depot in downtown Minneapolis with an ice skating event following.
- Poker night hosted by Spack Consulting
- Joint networking event with U of MN ITSO at Town Hall Brewery.
- Bike tour of U of MN and downtown Minneapolis with conclusion at Indeed Brewery.
- Tour of U of MN Parking and Transportation Services, discussion regarding event traffic management, and concluding with a Gopher Football tailgate.
- Annual meeting happy hour.

### **Traffic Operation and Maintenance Discussion Group**

2017 Chair: Adam Bruening, Washington County

2017 Meetings: 12

The Traffic Operation and Maintenance Discussion Group is primarily made up of City, County, 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. 2017 was another active year for this group.

Topics for 2017 included:

- Sign maintenance activities
- Sign design/fabrication facilities
- Signal and controller maintenance
- Pavement markings

## Communications Group

2017 Communications Group Coordinator:	Jake Folkeringa, SRF Consulting
2017 Membership Coordinator:	Nick Ollrich, Metro Transit
2017 Technology Coordinator:	Joe DeVore, KLJ Engineering
2017 Website Coordinator:	Jonah Finkelstein, Spack Consulting
2017 Newsletter Coordinator (INCITER):	Cortney Falero, SRF Consulting
2017 Student Outreach Coordinator:	Abby Rieckman, Alliant Engineering and Kevin Peterson, SEH
2017 Minnesota Committee on Uniform Traffic Control Devices Liaison:	Joe Gustafson, Washington County

In 2017, NCITE published four INCITER Newsletters and one special edition Election Newsletter. The Election INCITER Newsletter was published with 2018 election information about Executive Board position candidates.

The NCITE website ([nc-ite.org](http://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.

A NCITE LinkedIn page launched in 2017 to enhance Section communications by providing announcements for Section meetings, committee meetings, award winners, and important industry news.

The 2016 Annual Report and Membership Directory were made available to members electronically via email link.

The Technology Coordinator is tasked 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 2017, 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.

NCITE awarded two \$500 Student Intern Scholarship awards in 2017. Winners were: **Hannah Johnson**, and **Leah Klein**, both from the University of Minnesota.

## SECTION AWARDS

### 2017 MWITE Section Activities Award

Through the hard work of the Board, Technical Committee Chairs, and Standing Committee Chairs, NCITE was awarded the 2017 MWITE Section Activities Award for 2017. This award was submitted and accepted by **Scott Poska**.



*Scott Poska*

### 2017 NCITE Young Transportation Professional of the Year Award

The Young Transportation Professional of the Year Award is awarded by the Past Presidents of NCITE to a member 35 years of age or younger, who is active in NCITE, and is making outstanding contributions to NCITE. The 2017 recipient of the NCITE Young Transportation Professional of the Year Award was **Jake Folkeringa**.



*Jake Folkeringa*

### 2017 NCITE Past President's Award

The Past President's Award is awarded by the Past Presidents to an individual who has made outstanding contributions to NCITE, ITE and/or through achievements in the Transportation/Traffic Engineering profession over his or her career. The 2017 recipient of the NCITE Past President's Award was **Scott McBride**.



*Scott McBride*

## FINANCES

NCITE finished 2017 financially strong. End of year balances are shown as follows:

<b>Account</b>	<b>Balance</b>
Checking	\$ 5,485.96
Savings	\$ 1,136.51
Money Market	\$ 10,204.18
PayPal	\$ 662.13
<b>Total</b>	<b>\$ 17,488.78</b>

A detailed financial summary of the year (inclusive of all expenses) is shown as follows:

Year End Budget Summary  
1/1/2017 - 12/31/2017  
2017 Annual Budget

<u>Category</u>	<u>2017 Actual</u>	<u>2017 Budget</u>	<u>Difference</u>
<b>INCOME</b>			
Annual Meeting	\$ 3,051.21	\$ 2,500.00	\$ 551.21
District IV Surplus	\$ -	\$ -	\$ -
Donations	\$ -	\$ -	\$ -
Interest	\$ 16.42	\$ 20.00	\$ (3.58)
Member Dues	\$ 3,478.17	\$ 2,900.00	\$ 578.17
Newsletter / Directory / Website Advertising	\$ 6,321.40	\$ 5,500.00	\$ 821.40
Professional Development	\$ -	\$ 200.00	\$ (200.00)
Section Meetings	\$ 7,293.14	\$ 8,000.00	\$ (706.86)
Scholarship Fundraiser	\$ 460.00	\$ 250.00	\$ 210.00
Younger Member Committee Events	\$ 261.45	\$ 500.00	\$ (238.55)
<b>TOTAL INCOME</b>	<b>\$ 20,881.79</b>	<b>\$ 19,870.00</b>	<b>\$ 1,011.79</b>
<b>EXPENSES</b>			
Annual Meeting	\$ 4,405.67	\$ 3,500.00	\$ (905.67)
District IV Conference	\$ -	\$ -	\$ -
District IV Initiatives	\$ -	\$ 250.00	\$ 250.00
Tax Filings	\$ -	\$ -	\$ -
Miscellaneous (printing, postage, supplies, Quicken upgrade, etc.)	\$ 122.18	\$ 150.00	\$ 27.82
Professional Development	\$ 99.00	\$ 200.00	\$ 101.00
Promotional Materials	\$ -	\$ 100.00	\$ 100.00
Scholarships	\$ 1,000.00	\$ 2,000.00	\$ 1,000.00
Section Meetings	\$ 7,814.58	\$ 9,000.00	\$ 1,185.42
Speaker Gifts / Certificates / Plaques	\$ 1,248.89	\$ 1,000.00	\$ (248.89)
Young Transportation Professional - Conference Stipend	\$ 650.00	\$ 650.00	\$ -
Student Activities (U of M / NDSU / SDSU)	\$ 1,400.00	\$ 3,000.00	\$ 1,600.00
Subsidy of Int'l and District Mtg. for Pres. & Past Pres.	\$ 1,945.00	\$ 2,250.00	\$ 305.00
Website	\$ 1,125.25	\$ 1,300.00	\$ 174.75
Web Communications	\$ 466.34	\$ 250.00	\$ (216.34)
Younger Member Committee Events	\$ 210.53	\$ 500.00	\$ 289.47
<b>TOTAL EXPENSES</b>	<b>\$ 20,487.44</b>	<b>\$ 24,150.00</b>	<b>\$ 3,662.56</b>
<b>NET</b>	<b>\$ 394.35</b>	<b>\$ (4,280.00)</b>	<b>\$ 4,674.35</b>