ITE GRADE CROSSING COMMITTEE 102-02  
Meeting Minutes  
August 5, 2013  

2013 ITE Annual Meeting

I. WELCOME
The meeting was called to order at 3:35 PM by ITE Committee Chair Brent Ogden.

II. INTRODUCTIONS
The meeting was held at the AECOM office, 66 Long Wharf, Boston, MA across town from the convention center. There were nine members present at the meeting and six additional persons who participated by phone.

<table>
<thead>
<tr>
<th>Meeting at AECOM</th>
<th>Conference Call</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brent Ogden</td>
<td>Alan Danaher</td>
</tr>
<tr>
<td>Tom Lancaster</td>
<td>Lisa Fontana-Tierney (ITE staff)</td>
</tr>
<tr>
<td>Karen Hankinson</td>
<td>Steve Venglar</td>
</tr>
<tr>
<td>Bob Seyfried</td>
<td>Steve Lafferty</td>
</tr>
<tr>
<td>John Van Hoff</td>
<td>Phil Poichuk</td>
</tr>
<tr>
<td>Brian Gilleran</td>
<td>John Sharkey</td>
</tr>
<tr>
<td>Gene Russell</td>
<td></td>
</tr>
<tr>
<td>Rick Campbell</td>
<td></td>
</tr>
<tr>
<td>Mike Lzbicki</td>
<td></td>
</tr>
</tbody>
</table>

III. ITE ANNOUNCEMENTS
Lisa Fontana-Tierney provided the ITE Report:

- John Kennedy was elected as the new ITE president.
- A contract has been awarded to a consultant to update the Traffic Engineering Handbook, and work will begin soon.
- A report on the treatment of bicycles and pedestrians at interchanges will be published by the end of the year.
- An ITE traffic engineering primer, consisting of 14 modules, will be finalized by the end of this year. It is a joint product of ITE and FHWA, and will be available free on the ITE website.
- The Traffic Control Devices Handbook was published in February 2013.
- The FHWA announced a decision that the MUTCD will not be split into two or more separate volumes due to comments that were largely in opposition.
- The ITE Recommended Practice on traffic signal clearance intervals will go out to ballot this fall, with possible publishing by the end of the year.
- Work on a sustainability handbook is still in progress.
- An Informational Report on speed management is available on the ITE website.
IV. ITE COMMITTEE ITEMS

1. ITE Grade Crossing Web Page

- The web page has been updated to include minutes from prior meetings as well as the presentations from panel discussions.
- The prior version of the Recommended Practice Preemption of Traffic Signals Near Crossings has been posted as a downloadable PDF.
- The grade crossing web site is available from several locations within the ITE web site:
  1. Technical Information/Transportation Safety (under Grade Crossings topic)
  2. Technical Information/MUTCD (under “Resources”)
  3. ITE Councils (under Traffic Engineering on right side banner)

2. MUTCD Items

Rick Campbell discussed several proposed MUTCD revisions. A proposed extensive rewrite and expansion of the railroad preemption section of Part 8, which has been underway since 2008, has been sent out to NCUTCD sponsors for comments. The sponsor comments will be discussed at the January 2014 NCUTCD meeting and revisions made as appropriate. The revision will then be sent out again to sponsors for additional comments. It is hoped that the revision will be approved at the June 2014 NCUTCD meeting and sent to FHWA so that it can be included in the next MUTCD which is planned for 2016. Rick stated that as many sponsor comments as possible are desired.

Alan Danaher commented that the Transit Council wishes to comment on the revision. Lisa Fontana-Tierney replied that the current draft is for internal use of the NCUTCD and that the normal time for comment by the public would be after preliminary notice is published in the Federal Register by the FHWA, but that the Transit Council could include its comments as part of ITE’s comments. Brent mentioned that the proposed revision is highly technical. Lisa will send a comment form to Brent for distribution to interested persons. Lisa noted that the deadline for the submission of comments to ITE is September 6.

Bob Seyfried stated that the formatting of the proposed revision seemed to indicate that very little of the preemption section would change. Rick replied that nearly all of the section would change, and that the revisions should be compared directly with the existing MUTCD to determine the extent of the changes.

Rick reported that extensive revisions to the section of Part 8 regarding pedestrian crossings have been approved by the NCUTCD and forwarded to the FHWA. It includes substantial revisions involving sidewalks, ADA requirements, and traffic control devices.

Work on the addition of a new chapter to Part 8 regarding traffic control for busway crossings is underway.
3. Update of *Recommended Practice for the Preemption of Traffic Signals Near Grade Crossings*

Tom Lancaster reported that the revision of the RP is in hiatus until late January 2014. At that time, based on comments received by NCUTCD sponsors, we will have some direction regarding the proposed MUTCD revisions. The RP can then be updated accordingly. Items that are not likely to be included in the MUTCD because they are too detailed can be included in the RP.

4. Conference Sessions Update

Brent reported that on Tuesday morning at the current ITE Annual Meeting there will be a four-hour training session presented by Rick Campbell on traffic signal preemption at railroad crossings. There are 24 people who have said that they will attend. The Committee's sponsored session on pedestrian issues will be Wednesday morning at 10:15. It will be hosted by Brent and will include presentations by Brian Gilleran on the FRA perspective, Tim Huya on MUTCD guidelines, John Van Hoff on Utah standards, and Tom Lancaster on LRT crossings.

There was a discussion of possible presentations for the 2014 ITE Annual Meeting. Rick suggested a panel discussion of upcoming revisions to the MUTCD regarding traffic signal preemption and busway crossings.

V. OTHER BUSINESS

There was a discussion of a possible webinar on traffic signal preemption by ITE, and of possible FHWA support for preemption training workshops. These issues can be pursued when more information is available.

VI. UPCOMING MEETINGS

2. March 9-12 2014, ITE Technical Conference, Miami, FL (no session proposed)
3. August 10-13 2014, ITE Annual Conference, Seattle, WA (grade crossing session proposed)

VII. ADJOURN

The meeting was adjourned at 4:36 PM.