

## MEETING MINUTES

### COLORADO/WYOMING EXECUTIVE COMMITTEE

Wynkoop Brewery

June 6, 2007

**Meeting Chair:** Bill Hange

**Minutes By:** Craig Faessler

**Present:** Joe Henderson, Scot Lewis, Dave Hattan, Ben Waldman, Greg MacKinnon, John LaSala, Karl Packer, Edward Stafford, Adam Maxwell

**I. Introduction.** Bill Hange opened the meeting at 3:40 p.m.

**II. Meeting Minutes.** Minutes from the previous meeting were approved.

**III. President's Report. Bill Hange**

**A. Recap.** Bill did a recap on the Section's accomplishments this past year, including District 6 and National ITE Activities Award; addition of a newsletter editor; Section History column; successful Continuing Education program; membership survey; well-attended luncheons.

**B. Future Luncheon Topics.** Bill discussed potential topics for future luncheon programs:

- Roundtable discussion on public/private use of crash data
- Regional evacuations plan
- Emergency preparedness
- Prairie Falcon Parkway
- Governor's Transportation Blue Ribbon Panel Final Report
- Traffic control for '08 Democratic National Convention (late '08)
- Rodel User's Group

**C. Jackson Report.** Bill provided recap. on successful Intermountain Section Meeting. John La Sala was awarded the Best Paper Presentation for the coffee-shop study. This paper is also being presented in Portland. Bill suggested posting this paper, and all previous published papers, on our Section website.

**D. District 6 Student Endowment Fund.** EC approved \$1000 contribution to Fund. Craig mailed check June 5.

**E. Symposium Proceeds.** Section received roughly \$1600 from WTS from Symposium for Section scholarship fund. ITE will be in charge of Symposium in 2008.

**F. Election.** Bill announced Ben Waldman has been elected Secretary/Treasurer. The results will be published in the Section newsletter.

**IV. Vice President Report. Joe Henderson**

**A. Officer's Meeting.** The Section officers will be meeting June 29 to discuss the upcoming year, i.e., schedule, luncheon topics, etc.

**B. Vacant Executive Committee Positions.** Need to confirm Scott Thomas as chairperson of the Technical Committee and Karl Packer as the chairperson of the Continuing Education Committee. Gene Putnam and Melissa Rosas have expressed an interested in becoming active in the EC. Melissa Rosas will be contacted for the vacant Membership Committee chair.

**V. Secretary/Treasurer Report. Craig Faessler**

**A. Treasurer's Report.** The balance of each account is as follows:

1. **Checking Balance:** \$14,086.26
2. **Savings Balance:** \$4,387.43
3. **Scholarship Fund:** \$6,607.92
4. **CD (matures 9/11/07):** \$10,000

**B. '07-'08 Calendar.** A preliminary calendar was presented, which will be discussed in more detail at the June 29 officer's meeting. The next EC meeting is tentatively set for August 24.

**VI. Newsletter. Greg McKinnon**

**A.** Special summer edition of newsletter scheduled to be published June 15.

**B.** The following articles are anticipated for the newsletter.

- a) Bill Hange - President's Message
- b) Craig Faessler - Treasurer's report (acct. balances, cash flow summary)
- c) Bill Hange - Jackson recap.
- d) John La Sala - Technical update
- e) Greg MacKinnon - Newsletter contest
- f) Curtis Rowe - Summary of the April meeting
- g) Jim Hanson - On the Move
- h) Joe Hart - Golf committee
- i) Eric Boivin - Activities update
- j) Ben Waldman - Upcoming training
- k) Scot Lewis - Scholarship update
- l) Candidate bios.

**C.** Greg discussed ideas on improving the newsletter format, such as using a Sans Serif font at 10 pt., more color, 35<sup>th</sup> Anniversary in logo. Greg will put together a contest in the newsletter to encourage the membership to submit ideas on an anniversary logo.

**VII. UW Student Chapter/Scholarship. Scot Lewis**

**A.** UW has requested \$1200 for District 6 Annual Meeting in Portland. Moved by Scot; seconded by Dave to award \$1200 to UW Student Chapter for Portland meeting. Approved unanimously.

**B.** Scot presented request from Leslie DeWitt for Section scholarship. Remaining scholarship fund balance in budget is \$500. Moved by Dave; seconded by Scot to award \$500 scholarship to Leslie. Approved unanimously.

**VIII. Continuing Education. Ben Waldman**

**A. PTOE.** Test will be held in Denver or Colorado Springs in October.

**B. Webcasts.** Two courses are being offered in June – Traffic Signal Change Intervals, June 12 and Signal Warrants by the Numbers, June 19. Loveland, Littleton and Colorado Springs are webinar sites.

**C. VISSIM.** Beginning course in October. Previously reported course fee of \$2,750 for up to 10 attendees or \$4,500 for up to 15 attendees is correct since 15 attendees may require multiple instructors. Ben will gage interest in advanced course via the newsletter.

**IX. Activities. Eric Boivin**

Eric mentioned that there is a Harley/motorcycle ride planned for July on a yet-to-be-determined Saturday. Also suggested a Rockies game after the next EC meeting.

**X. Golf. Joe Hart**

Tournament set for August 17 at Fossil Trace. SW Traffic Engineering has requested the EC allow them to put a keg of beer on a tee box and allow players to pay \$5 for an extra shot at the green to win prizes. SW will donate all proceeds to the Scholarship Fund. EC approved the idea.

**XI. Technical. John LaSala**

Mixed-use study is scheduled for publication in 2008. Abstracts for 2008 conference are due in September.

**XII. Adjourn.** The meeting adjourned at approximately 5:10 p.m.