



Section Annual Report
 January 1, 2003 to December 31, 2003
 North Carolina Section Institute of Transportation Engineers
“NCSITE Involvement 2003”

Officers:

Current Officers and Council / Committee Chairs

2003 Board of Directors:

President	Jim Westmoreland, P.E.
Vice President	Calvin W. Leggett, PE
Secretary	William A. Martin, P.E.
Treasurer	Keith D. Lewis, P.E.
Past President	Robert N. Pressley, PE
District Representative 03-04	Humberto A. Tasaico, PE
District Representative 02-03	Gregory M. Turner, P.E.
Section Director 02-03	William B. Dillard, PE
Affiliate Director 03-04	Joey Hopkins, P.E.
Affiliate Director 02-03	J. Scott Lane, AICP

2003 Council Chairs:

Director 03-04	Troy Peoples, P.E.
Planning	Russell L. Dalton, P.E.
Engineering	Mark W. Dunzo, P.E.
Administrative	Jim G. Humphrey, P.E.
Consultant/Vendors	Stephanie Privette, P.E.

2003 Committee Chairs:

Membership Director	Adam Fischer, P.E.
Operations Committee	Terry M. Snow, P.E. Michael Rutkowski, P.E., AICP
Nominations	Richard Atkins, P.E.
Audit	Mike Mabe, P.E.
Awards/Scholarships	William Dillard, P.E. Christa Greene, P.E.
Annual Meeting	Jeffery W. Dale, P.E.
Semi-Annual Meeting	Mike Mabe, P.E.
History Update	Phil W. Wylie, P.E.
Tellers	Edison Johnson, P.E.
Annual Golf	Mike Mabe, P.E.
Newsletter	Christine Kuchta

Student Chapter Liaisons 2003:

Section Liaison	William B. Dillard, P.E.
North Carolina State University	Billy Williams, Ph.D., P.E. Joe E. Hummer, Ph.D., P.E.
North Carolina A&T University	Charla Gaskins
University of North Carolina at Charlotte	Johnny R. Graham, Ph.D.

Membership

The section changed its membership grades in 2001. The organization is now structured to include: Members, Affiliate Members, Student Members, and Life Members. Members and Affiliate Members pay the same amount in membership dues. Student and Life Members are not required to pay dues. Members are those who also have joined International ITE. Affiliate Members are those who are only members of the North Carolina Section. There are section members that belong to three Affiliate Government Agencies (USDOT, NCDOT, and City of Greensboro).

Number	Membership Grade	Section Annual Dues
176	Member	30.00
183	Affiliate	30.00
42	Student	0.00
6	Life/Affiliate Life	0.00

There were 64 new members (41 affiliates and 23 members) that joined the section during the past year. The Membership Committee enhanced its functions during 2003 and achieved the following:

- Implemented \$15 new member fee (cut from \$30 to attract more new members).
- Initiated membership drive / campaign with a goal of 50 new members. This goal was exceeded by 28% which represents more new members than past three years combined.
- Updated NCSITE membership brochure and application.
- Developed and provided new member welcome packages.
- Actively contacted and involved all new members in Section activities.

Financial:

Does your section have a Federal Employer Number?

Yes If yes, what is the number? No

The section has been operating under the International ITE Taxes ID Number (TIN). The board has discussed the possibility of obtaining its own tax-exempt status, but due to the lengthy and cumbersome process, this endeavor has been postponed until a later date.

Beginning Balance Checking Account	\$22,182.63
<u>Checking</u>	
Income	
Membership Dues	\$9213.00
Gross Income from Meetings	\$31904.00
Investment Income	\$000.00
Other Income	\$1451.00

Scholarship Fund Contributions		\$7864.00	
	Total Income:	\$50,432.00	
	Balance:		\$72,614.63
Expenditures			
Newsletter and Survey Printing/Postage		\$1,502.00	
Website/Network Fees/ITRE Administrative Fees		\$2,312.00	
Meetings		\$30,936.00	
Hurricane Isabel Relief Fund		\$960.00	
Scholarships & Student Awards		\$5,000.00	
Scholarship Transfers to International *		\$000.00	
Board Expenses & Section Awards		\$2,448.00	
Student Chapter Incentives/Contributions		\$1950.00	
	Total Expenditures:	\$45108.00	
	Balance:		\$27,506.63
Savings			
Balance on Hand		\$40.63	
	Balance:		\$27,547.26
Scholarship			
Balance on Hand – ITE*		\$50,843.17	
	Balance:		\$78,390.43
Ending Balance of All Funds			\$78,390.43

* \$10,000 was transferred to International after 12/31/03.

Was there a change in the Section Bylaws during this Reporting Period?

Yes If yes, attach a copy of the bylaws. No

Technical Activities

Technical activities during the year are highlighted below under the *Meetings* section of this report. For detailed information on meetings and technical activities please see the *Meetings* chapter in the base of the report.

Legislative Activities

One of the Section's goals for 2003 was to enhance our legislative activities. Our first step was to enhance our communication within the Section and our affiliate organizations. Using the Section's quarterly Newsletter and list server, NCSITE Section summarized and distributed to members and local officials' legislative briefings, news bits, and other relevant information included in the *ITE Washington Weekly*, *PENC's Legislative Alert*, and other press releases. This year, the Section's Board decided it wanted to pass on legislative information to its membership more expeditiously and created the monthly *NCSITE Involver*. This monthly publication provides updates on organization activities, local and regional news, as well as technical information. The *NCSITE Involver* allowed this important information to be distributed to the membership that would be impacted the most, so that a proactive and timely response to legislative activities could be



accomplished. Other significant legislative activities and accomplishments include:

- Sponsored TEA 21 Reauthorization Session at SDITE Annual Meeting in Winston-Salem.
- Coordinated with and published a newsletter article from Congressman Howard Coble on reauthorization.
- Hosted through the NCSITE Administrative Council an update for the North Carolina General Assembly staff members on transportation issues.
- Joined and became an active member of *NC Go!*, a transportation lobby organization in North Carolina.
- Received and circulated to NCSITE membership legislative updates from *NC Go!*, NC General Assembly, International ITE, and NCDOT.
- Section Member Larry Goode, Ph.D., PE chaired and wrote quarterly briefs highlighting the International ITE Legislative Committee activities.


Meetings

Numerous meetings were held across the state that allowed members to meet with fellow transportation professionals, share creative and innovative ideas, and earn needed PDH hours. The following is a summary of meetings held or sponsored by NCSITE in 2003.

Date:	February 7, 2003	Location:	Cary, NC
Name:	TPC Luncheon Meeting - Planning Council	Attendance:	23
Highlights:	Members learned more about transportation demand management (TDM) and SmartCommute@RTP, the transportation management association (TMA) for Research Triangle Park. Crystal S. Bunch (Director) discussed how TDM strategies are being incorporated into business operations by RTP employers to reduce traffic congestion and improve air quality. PDH Award: 2		


Date:	March 11, 2003	Location:	Greenville, NC
Name:	Local Meeting - Traffic Engineering Council	Attendance:	35
Highlights:	The Traffic Engineering Council, City of Greenville, and East Carolina University sponsored a local meeting on the campus of ECU. This 1-day conference featured presentations on the Croatan Sound Bridge Project, Northeastern NC Emergency Evacuation Plan, Tar River Local Greenway in Rocky Mount, Greenville Bicycle and Pedestrian Plan, Kinston Signal System, and the Greenville Signal System. PDH Award: 6		

Date:	March 20, 2003	Location:	Raleigh, NC
Name:	Joint ASCE/NCSITE Meeting	Attendance:	75
Highlights:	The Traffic Engineering Council co-sponsored a joint meeting with ASCE to brief the Triangle-area mayors and Regional Transportation Alliance on local funding of transportation projects. Bill Martin, PE, NCSITE Secretary was the presenter. PDH Award: 2		

Date:	April 13–16, 2003	Location:	Winston-Salem, NC
Name:	Southern District ITE Annual Meeting	NCSITE Member Attendance:	150
Highlights:	<p>The Southern District ITE Annual Meeting was held in Winston-Salem, NC. During the annual banquet, NCSITE members were recognized as leaders in the transportation engineering and planning profession. Several of our members received the following prestigious awards: Larry R. Goode – Recipient of the Marble T. Hensley Outstanding Individual Activity Award; Brent McKinney – Recipient of the Herman J. Hoose Distinguished Service Award; and NCSU ITE Student Chapter – Outstanding Paper, titled <i>NCSU Congestion Study, CORSIM Analysis of a One-way Loop on the Central Campus of North Carolina State University</i>.</p> 		


Date:	April 30, 2003	Location:	Chapel Hill, NC
Name:	Local Meeting – Student Chapter Members - Planning Council	Attendance:	61
Highlights:	<p>A total of 61 professionals from across the state attended this day-long training event which was coordinated by and featured several presentations from members of NCSITE Student Chapters. These included including <i>LOS of Off Road Shared User Bicycle Trails; Evaluating Paratransit Customer Satisfaction with Real-Time Information; Determining Sign Visibility Using Video Logs; Improving the US 64 Corridor; Understanding Access and Use of Dynamic Traveler Information; Highway Sprawl in Ohio and North Carolina; Synchro in Conjunction with GIS; Effects to Cataracts on Nighttime Roadway Legibility; Changes at A&T State to Increase Ridership of Campus Shuttle Services; Traffic Calming in Cary; Traffic Calming in Chapel Hill; and Free Fare Transit System in Chapel Hill</i>. PDH Award: 6</p>		


Date:	May 8, 2003	Location:	Cary, NC
Name:	TPC Luncheon Meeting - Planning Council	Attendance:	35
Highlights:	<p>The Transportation Planning Council sponsored a local meeting at Newton's Southwest Restaurant on May 8, 2003. The keynote speaker at the luncheon was John Roberson, P.E., Director of Engineering for the Triangle Transit Authority. Mr. Roberson delivered a dynamic presentation regarding the TTA's plans for Regional Rail Service. PDH Award: 2</p>		

Date:	May 13, 2003	Location:	Charlotte, NC
Name:	Local Meeting – Transportation Planning	Attendance:	40
Highlights:	<p>This meeting held on the rooftop of the Holiday Inn Center City, focused on the planning and design of the new Charlotte NBA expansion team arena from a transportation standpoint. Vehicle and pedestrian access and circulation was simulated. PDH Award: 3</p> 		

Date:	June 11–12, 2003	Location:	Greensboro, NC
Name:	NCSITE Mid-Year Meeting	Attendance:	97

Highlights:	<p>The theme of the Mid-Year meeting was the integration of transportation and land use/land planning. The Traffic Engineering Council and Transportation Planning Council sponsored the following technical sessions:</p> <p>Roadway and Transit Links - “EASTRANS Commuter Rail Alliance”, “US 64 Knightdale Interchange Study”, and “Functional Classification and the Role of Streets in Building Communities”</p> <p>Land Planning Initiatives - “Greensboro’s 2025 Comprehensive Plan”, “Integrating Land Use, Transportation and Urban Design – New Approaches, New Tools”, and “Master Planning Issues”</p> <p>The keynote lunch address was given by Brad Jones, Rep. Howard Coble’s Office - “TEA-21 Reauthorization Update”</p> <p>The Administrative Council sponsored the Leadership Development session featuring presentations on “Communicating and Problem Solving in Situations of Conflict” and “Communicating With the Media and Public – how to get your message out”. PDH Award: 8</p> <p>The mid-year meeting also featured the annual NCSITE golf tournament which is one of the major scholarship fund raisers for the year. This fun-filled event raised over \$2000 for the NCSITE scholarship program.</p>
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Date:	August 16, 2003	Location:	Durham, NC
Name:	DA Fun, DA Fellowship, DA Bulls	Attendance:	20
Highlights:	<p>In conjunction with ASHE and WTS, NCSITE sponsored a “Family Night Out” to see the Triple A Durham Bulls take on the Columbus Clippers. This fun filled event was held to build a fellowship with member families and foster relationship with ASHE and WTS.</p>		

Date:	October 19, 2003	Location:	Charlotte, NC
Name:	Train Ride to Panther Stadium	Attendance:	30
Highlights:	<p>NCSITE members traveled with families and friends from across the state via train to attend a tailgate party and a Carolina Panthers/Tennessee Titans NFL Football Game. This event was sponsored by the Consultants/Vendors Council. The group traveled from Raleigh to Charlotte via Amtrak. This event was designed to foster professional relationships between vendors and prospective clients. A total of \$750 was raised for the scholarship fund.</p>		

Date:	October 23, 2003	Location:	Charlotte, NC
Name:	I-485 – 34 Mile Down, 33 Miles to Go.	Attendance:	60
Highlights:	<p>The topic of this information meeting was an update of the Charlotte Outer Loop I-485. PDH Award: 3</p>		

Date:	November 20, 2003	Location:	Raleigh, NC
Name:	NCSITE Annual Meeting	Attendance:	304
Highlights:	<p>The Annual Meeting was a record-breaking meeting for NCSITE. Including all vendors, students, presenters, guests, and attendees, we hosted 304 people throughout the entire day at the NCSU McKimmon Center in Raleigh, NC. The following technical sessions were sponsored by the Transportation Planning, Traffic Engineering, and Administrative Councils:</p> <p><i>Roundabouts in Action, ITS Initiatives in NC, NC Driveway Manual Update and Implementation, Context Based Design for Urban Streets, 2003 MUTCD Update, Do's and Don't of Implementing a Red Light Camera Program, AASHTO Strategic Highway Safety Plan Implementation in NC, Comprehensive Planning for Collector Streets, and the NCDOT Approach to Context Sensitive Design.</i></p> <p>The annual Luncheon Honoring NCSITE Past Presidents was held with over 300 in attendance to recognize the contributions of past Section leaders.</p> <p>Other highlights of the Annual Meeting include a business meeting, vendor/consultant expo and exhibit, sponsored breaks and door prizes, a silent auction (\$2,210 to scholarship program), social, awards banquet, election results and swearing in of 2004 officers. PDH Award: 6</p>		



NCSITE is pleased to be certified by the North Carolina Board of Examiners for Professional Engineers and Land Surveyors to provide Professional Development Hours (PDH) for continuing education. All of our technical training and local meetings qualify for PDH credits. A total of over 100 PDH's were offered by NCSITE during 2003.

Student Chapter Activities

All three of the Section's student chapters, North Carolina State University (NCSU), the University of North Carolina at Charlotte (UNCC), and North Carolina A&T State University (NC A&T), were extremely active this year. This year's student activity was highlighted by involvement at the NCSITE mid-year meeting as well as the NCSITE annual meeting through presentations and committee work. In addition, each chapter was responsible for holding local meetings on campus to share information and discuss new transportation initiatives with their student members. Several student members participated in community service activities including "Adopt a Highway" program and "Green Heroes" (a Greensboro-based adopt-a-street program).



Traditionally NCSITE has had a student chapter liaison represent each institution.

This person is the primary link between the Section and the student chapters at NCA&T, NCSU, and UNCC. Over time it has become apparent that this function is more effectively carried out by a group of Section members rather than just depending on one representative. Starting in 2004, a new initiative will be enacted to create student liaison teams in the Metrolina, Triad, and Triangle areas. To some extent, this will be just formalizing much of the work that is being done in with the Student Chapters at A&T and UNCC.



This development of student liaison teams is an effort designed to build on the great work of the

student chapters, taking our efforts to a higher level than one person acting alone can achieve. Brent McKinney, a long-time supporter of nurturing student chapters, has been asked to develop a mission statement and a set of duties and functions for each team with the goal of better integrating the student chapter members into the activities of the Section. The liaisons will evolve into team leaders and have assistants assigned to help in achieving their goals.

- Enhanced Student Chapter Involvement and Activities:
 Board adopted new incentives to support student chapter operations (\$400/year to each chapter meeting certain performance criteria).
 Board adopted policy that allows all active student chapter members to attend and participate in any NCSITE meeting for free!
 Student chapters coordinated and held meeting in Chapel Hill to showcase research and projects.
 Several members and affiliates participated in student chapter activities and meetings.
 NC A&T Student Chapter assisted NCSITE in Green Hero's Adopt-a-Street pick-up.

Awards

Each year, the Section recognizes outstanding members along with one non-member for their contributions to the profession, Section, and transportation. The winners are selected by a peer group and are recognized during the annual meeting. This year the Section presented the following awards:

International ITE Lifetime Member Recognition	Franklin Price, P.E. and Bob Martin, P.E.
Jay W. Quinn, Jr. Technical Excellence	Laura Jensen
R. V. Moss Lifetime Service	Troy A. Peoples, P.E.
Robert J. Dodge Professional Image	Allen L. Williford, P.E.
Contribution to Transportation	Representative Jim Crawford
Young Professional	Stephanie Privette, P.E.
Paul D. Cribbins Cup	NC A&T State University ITE Student Chapter
President's Award	Terry Snow, P.E.

Scholarships

The Section continued its efforts to expand the profession by awarding scholarships to five deserving students in graduate or under-graduate programs at the three universities affiliated with the Section through student chapters.

The following recipients were presented their awards and **\$1000 each** during the annual meeting:

Roy D. Williams Honorary	Elizabeth M. Runey (NCSU)
Herman J. Hoose Memorial	Jonathon M. Detwiler (UNCC)
Dale Brent McKinney Honorary	Matthew Poling (NC A&T)
Cyrus Painter Memorial	Bastian J. Schroeder (NCSU)
Don Blackburn Memorial	Stacie Leigh Phillips (NCSU)

- **Raised and Contributed \$10,000 to International ITE Scholarship Account**

Other

The Section's webpage (www.itre.ncsu.edu/ncsite) was continuously updated during the 2003 calendar year. The use of the listserv with more than 150 members listed has proven to be an effective way to communicate timely information.

The following chapter *The Year in Review* provides a detailed description of section activities. From local meetings across the State to social events that bring together the fellowship of the organization, NCSITE has strived to build an organization based on professionalism, integrity and enjoyment.



NCSITE “Involvement” 2003 Annual Report Card

2003 Goals:

- Active Membership Participation in SDITE, Mid-Year, Local, and Annual Meetings
Success: Record Levels of Participation in All Meetings
- Active Membership Participation in NCSITE Councils
Success: Record Levels of Participation in Council leadership, meetings, and activities
- Councils 2003 Goals: Conduct 3 local meetings, establish technical task forces, advance Administrative Council initiatives, enhance Council coordination/communications
Success: All Councils Goals Exceeded
- Raise \$10,000 for NCSITE Scholarship Fund
Success: Through efforts of the Consultants/Vendors Council and efficiencies in Operations – Goal will be met!
- Enlist 50 new NCSITE members/affiliates, expand Membership Committee services and responsibilities
Success: 64 new members/affiliates and still growing! Membership Committee and New Member services expanded and significantly enhanced
- Enhance Membership Communications: Publish Monthly President's E-mail Update (Involver), Quarterly E-mail Newsletters, and enhance listserv and web-page features
Success: All items published and complete – NCSITE now transmits all information electronically

- Develop and implement Transition Plan for NCSITE’s Administrative Services and Functions
Success: Transitioned dues billing to International ITE and signed contract with ITRE to provide support services (central mail box and phone, listserv, web-page, etc.)
- Establish Annual Meeting / Report Planning Committee
Success: Councils handle all meetings and established new Operations Committee to handle annual report and other Section “details”
- Enhance Student Chapter Involvement and Implement New Student Chapter Incentives Plan
Success: Board implemented new Student Chapter Incentives Plan – Record Student Member Participation in NCSITE Meetings and Activities

Other Notable Successes:

- ✓ Contributed Proceeds from Retro-reflectivity Workshop to Hurricane Isabel Relief Fund - \$960
- ✓ Completed NCSITE Membership Survey
- ✓ Implemented NCSITE Leadership Mentoring Program with 10 professional successfully completing the program.
- ✓ Enhanced Legislative Activities (Sponsored TEA 21 reauthorization session at SDITE meeting, newsletter update from Congressman Howard Coble, updates from General Assembly staff, enhanced E-sharing of information on legislative activities)
- ✓ Updated NCSITE Operations Manual
- ✓ Expanded NCSITE Scholarship Program and Awards
- ✓ Received Public Service Award - Recognized by City of Greensboro for Outstanding Adopt-A-Street (NCSITE Green Heroes) Participation
- ✓ Offered “Soft Skills” Session at Mid-Year meeting on Communications and Working with the Media
- ✓ Partnered With and/or Promoted Activities of Other Professional Statewide Organizations: ASCE, ASHE, WTS, NCAMPO, NCAPA, NC Smart Growth Coalition, NCDOT, ACEC, NC Go, NCAPWA, and SAASHTO
- ✓ Enhanced Membership Communications and Involvement:
- ✓ Implemented monthly NCSITE Involver.
- ✓ Developed and Circulated quarterly newsletters.
- ✓ Developed and circulated NCSITE membership survey.
- ✓ Completed major update of Section Operations Manual (Committees to Councils)
- ✓ Transitioned Section membership to e-mail (provided more active/involved section and significantly reduced NCSITE operating costs for postage and printing).
- ✓ Record levels of member and affiliate involvement in all Section meetings and activities.
- ✓ Test pilot for dues notices and collections being handled by International ITE.