



Sign Committee Meeting  
Saturday, February 9, 2008 – Ernest N. Morial Convention Center  
New Orleans, LA  
8:30 am – 1:00 pm, CC Room 205  
Interim Staff Liaison: Roger Wentz

- I. Chairman Dave Kniffin called the meeting to order at 8:40 a.m.
- II. Attendance and Determination of Quorum

Committee Members Present: Randy Barnard, Charlie Bond, Paul Carlson, Scott Chapman, Mike Conoscenti, Joanne Conrad, Megan Decker, Joseph Frazzetta, Don Harris, Jeff Hoch, Brook Jerzyk, Michael Knapp, David Kniffin, Bubba Lee, Ben Lemcke, Barry Moore, Jeff Osburn, Hal Perkins, Judd Roby, Scott Ryan, Greg Schertz, Ken Smith, Bill Wellman.

Committee Members Absent: Linda Brown, Rick Pollock, Matt Shorb, Dean Tisdall.

Others Present: Bernie Arseneau, Kenny Brager, Kevin Brinker, Michael Chacon, Dorothy Flanagan, Amy Gamble, Ramon Gavarrete, Mark Giese, Mike Haley, Chris Hyers, Hari Kalla, Henry Lacinak, Tommy Lee, Tom Loun, Ray Martinez, Rick Mowlds, Jeff Parson, Matt Rauch, Mike Russell, Chris Sanders, Rob Scarcello, Jim Stewart, Tim Taylor, Mark Vizecky, Kelly Winegarden, Brad Young.

- III. Ken Smith made a motion to approve the Consent Agenda which consisted of the August 24, 2007 Meeting Summary and the Board Liaison Report. The motion was seconded by Bubba Lee and passed.
- IV. Chairman's Report:
  - A. The Participation Matrix was distributed.
  - B. Recruitment:
    1. Welcome to new members Jeff Osburn and Robert Brown.
    2. Challenged members to bring at least one more new member to ATSSA or provide us with the name of a potential member and we will recruit them.
- V. Subcommittee Reports:

A. Subcommittee on MUTCD and Other FHWA Publications:

Don Harris reported that states have one more year to adopt MUTCD as the standard and two years to make any changes. Fluorescent orange will not be ruled a standard because it was determined to be outside of the scope. The Final Rule on Maintaining Minimum Sign Retroreflectivity came through. There are six requirements and four years to implement.

B. Subcommittee on Changeable Message Signs:

Ken Smith reported that the federal government is making changes to the manual. The subcommittee is now reviewing those changes, and comments are due to ATSSA staff by April 15, 2008.

C. Subcommittee on Retroreflectivity Website:

Paul Carlson reported that they are continuing to update the website now that the minimum rule is out. [www.retroreflectivity.net](http://www.retroreflectivity.net). Paul made a motion to request two conference calls; seconded by Bubba Lee. The motion passed.

D. Subcommittee on SignFlash:

Judd Roby presented a draft of the next SignFlash. He made a motion for two conference calls; it was seconded and passed.

E. Subcommittee on Sign Management Workshop:

Charlie Bond reported that the Subcommittee has worked hard to develop a brochure. It is still under review, but he added that they will make space for companies to affix stickers with their company name and/or logo. They will also make large quantities available for discounted prices to members. He made a motion to request five conference calls and \$1,000 from the Operating Committee to print the retroreflectivity brochure. The motion was seconded by Megan Decker, and passed.

Charlie added that the first 200 public officials will receive free registration; however, they will still need to seek sponsorship money. Sponsors will get a free booth in addition to the recognition.

VI. Task Team Reports:

A. Identify and Communicate Funding Sources for Sign Management Programs:

Megan Decker began the discussion on finding funding sources prior to midyear, now that the minimum rule is in place. Megan made a motion for one conference call; seconded by Mike Conoscenti. Motion carried.

Judd Roby made a motion that the Sign Committee send a letter to FHWA, asking if our sign management systems are available for HSIP or other federal funding. Roger will draft a letter and send to committee for comments on specific wording. Motion carried.

B. Traffic Control Devices on Private Property:

Joanne Conrad reported that the brochure is complete and is being widely distributed. There will be a workshop on this topic during the convention. The brochure is now available in pdf and print forms. Joanne made a motion for two conference calls. The motion was seconded and passed.

C. Aluminum Chromate:

Hal Perkins reported the new policy was approved by the Board of Directors at its November 2007 meeting.

#### VII. Unfinished Business:

##### A. Pooled Fund Study Advisory Group:

Judd Roby reported that the Clearview Font, designed for older drivers, has been found to improve visibility by 28%. He made a motion to request three conference calls. It was seconded by Scott Ryan and the motion carried.

##### B. Work Plan Update:

Megan Decker reported that after the 2007 mid-year meetings, she contacted the chairs of the subcommittees and the task teams to review the workplan to make sure it is accurate. She emphasized that it is important that the workplan be accurate to keep us on task. Roger recommended merging "E" activities into "B" activities.

#### VIII. New Business:

##### A. MUTCD: <http://mutcd.fhwa.dot.gov>

Don Harris proposed the following timetable:

- 3/27 First draft emailed to full Sign Committee for comments.
- 4/3 Conference call to full committee.
- 4/10 Comments due to subcommittee.
- 4/14 Draft response due to staff.

##### Discussion:

- New detailed sign size tables. Proposed sign lettering is based on one inch of letter height per 30 feet of legibility, based on 20/40 vision. Currently it is one inch per 40 feet.
- New options for sign conspicuity enhancement. All street signs will be in both upper and lower case with larger minimum sizes, to make signs more visible to older drivers.
- New plaques that may be mounted with speed limit signs – UNLESS OTHERWISE POSTED.
- New regulatory signs for roundabouts.
- New regulatory signs for lanes restricted to electronic tolls only (purple).
- Eliminated "EXCLUDED" and "PROHIBITED" to just saying "NO."
- New pay parking and pay station signs.
- All school signs now required to be florescent yellow-green.
- New uneven lanes or shoulder drop-off signs.
- New table for letter heights on street name signs.
- New guide signs for preferential lanes.
- New signs for interstate oasis.
- New signs for bike and pedestrian routes.
- STOP or YIELD signs at all railroad crossings.
- Stripes on gate arms shall be vertical.
- More symbols than lettering.
- Changing sign code to sign designation.
- Request that Clearview Font be put in manual.

Don Harris made a motion to accept the timetable. Judd Roby seconded; motion approved.

Don Harris made a motion to agree to general support for the items listed. Bubba Lee seconded; Greg Schertz abstained.

Charlie Bond stated that blue or brown cannot be added to options for street name signs without specifying the requirements.

Bubba Lee moved to reconsider the motion; seconded by Michael Knapp.

Don Harris made a change in motion to have a webinar, in place of a conference call, on April 8. Bubba Lee seconded. The webinar would cost approximately \$1500. The motion carried.

Charlie Bond made a motion to accept the new timeline; seconded by Ken Smith. Motion was approved.

The webinar will be recorded, but Roger noted that the biggest challenge with a webinar is in getting a consensus. Perhaps a webinar and conference call can be held at the same time. Roger will explore other options. Proxies can be used if committee members cannot participate but members were asked to notify ATSSA a week in advance. The motion passed.

IX. The next meeting of the Sign Committee will be held during the Mid-Year meetings, September 19-20, 2008, at the Washington Court Hotel in Washington, D.C. Roger encouraged people to participate in the legislative visits that will take place on the 17<sup>th</sup> and 18<sup>th</sup>.

X. Dave Kniffin made a motion to adjourn the meeting. It was seconded by Bubba Lee and passed unanimously. The meeting adjourned at 11:50 a.m.

Michael Conoscenti  
Committee Secretary