

LRRB & RIC
2013 Joint Summer Meeting
MINUTES
June 19-20, 2013
Holiday Inn
2101 South Broadway
New Ulm, Minnesota 56073

LRRB Members Present:

Bruce Hasbargen, Beltrami County
Lyndon Robjent, Carver County
Tim Stahl, Jackson County
John Powell, City of Savage
Steve Koehler, City of New Ulm
Laurie McGinnis, U of M - CTS
Tom Ravn, MnDOT - Construction
Julie Skallman, MnDOT - State Aid
Linda Taylor, MnDOT - Research

LRRB Member Absent:

Rick West, Otter Tail County

Guests Present:

Dr. Jim Wilde, University of Mankato
Dr. Gary Davis, U of M
Sue Zarlring, MnDOT- OTSO
Tom Burnham, MnDOT- Lab
Dave Rettner, AET
Vanessa Goetz, Iowa DOT

RIC Members Present:

Jeff Hulsether, City of Brainerd
Klayton Eckles, City of Woodbury
Mitch Rasmussen, Scott County
Dave Robley, Douglas County
Rich Sanders, Chair, Polk County
Tim Stahl, Jackson County
Jim Grothaus, U of M - CTS
Rick Kjonaas, MnDOT - State Aid
Walter Leu, MnDOT - D1
Maureen Jensen, MnDOT - Lab
Hafiz Munir, MnDOT - Research
Farideh Amiri, MnDOT - Research

Consultant Present:

Renae Kuehl, SRF Consulting Group, Inc.
Mike Marti, SRF Consulting Group, Inc.

Others Present:

Debbie Sinclair, MnDOT - Research
Carole Wiese, MnDOT - Research
Alan Rindels, MnDOT - Research
Jan Lucke, U of M - CTS

June 19: LRRB and RIC General Session

I. Chairman's Opening Report

The Chair, Mr. Rick West, was absent. Bruce Hasbargen acted as Chair.

- Host Steve Koehler thanked everyone for attending. He also introduced the Mayor of New Ulm, Robert Beussman.
- Mayor Beussman thanked everyone for visiting New Ulm and hoped that everyone would have a good time and come back again. He added that he is a supporter of transportation research and innovation.

Welcome and Introductions

- Chair, Bruce Hasbargen, thanked everyone for attending and thanked Steve Koehler for hosting the LRRB & RIC Summer Meeting. Everyone introduced themselves.

Agenda Review:

Motion: A motion to approve the agenda was made by Julie Skallman and seconded by Rich Sanders. Motion Approved.

Review & Approval March 2013 Meeting Minutes:

Motion: A motion to approve the March 2013 meeting minutes was made by John Powell and seconded by Tim Stahl. Motion Approved.

Action Item #9 from the March 2012 meeting was discussed. Jim Grothaus was to bring the curve warning sign project to the summer meeting. He said that Mindy Carlson from the OPERA program sent an email to the locals notifying them that up to \$10,000.00 was available to test and evaluate the system. No interest was expressed. Jim Grothaus added that \$1,000,000.00 of federal funding is available to the locals for testing and evaluating safety measures. Rich Sanders, Polk County Engineer, expressed interest in testing Norwegian Quiet mumble strips on the edge of the pavement to prevent off-road crashes.

ACTION ITEM #1: Jim Grothaus will bring the scope of work, budget and schedule for curve warning signs to the September meeting for Board funding consideration.

II. Project Update

INV 895 – Traffic Generating Developments & Roadway Life Consumption (Dr. Wilde):

- Software was developed to look at wind farm and other large traffic generators. It also looks at the deterioration of the county road system.
- Final report is available: <http://www.dot.state.mn.us/research/2012-technical-summaries.html#ric11>

INV 898 - Estimated Crash Reduction Time (Dr. Gary Davis) The study found:

- Statistical study results- probable reduction effect of uncertain magnitude.
- Field study results
 - Flashing LED stopsigns appear to have reduced frequency of angle crashes at 2-way stop controlled intersections
 - Magnitude of reduction somewhat uncertain
 - Drivers observed after installation of flashing LED stopsign more likely to “clearly stop” when opposing traffic present

INV 900 – Hennepin/Minneapolis LED Light Study (Sue Zarling) The study found:

- Approximately 80 percent of operating savings came from reduced maintenance, while 20 percent resulted from lower energy use.
- Technology has improved since the beginning of this study and the payback period may have been reduced because of this.
- Along with a comprehensive background check of products you should also consider warranty claim resolution, availability of photometric files, consistent vendor support, and historical operational success during the purchases process.
- Final report is available: <http://www.lrrb.org/media/reports/201304.pdf>

Colored Concrete (Tom Burnham). The preliminary results:

- Colored concrete is not the culprit causing the deterioration.
- Concentrated micro-cracking throughout the depth of the joints
- High water to cement ratios (up to 0.50)
- Paste has high porosity
- System now filled with secondary ettringite near joints, significantly reducing freeze/thaw resistance
- A poor bond between paste and aggregate
- Chemical attack needs to investigate

III. Metro Focus Group Summary

Jan Lucke presented the Metro Focus group meeting goals and objectives, meeting agenda and attendees. The meeting was on May 13, 2013. Highlights and recommendations included:

- Over 75 participated
- Over 75 ideas collected
- 17 high priorities
- 13 research need statements
- Brainstorming is effective
- Broaden participants beyond engineers
- Conduct focus group on a regular bases throughout state

ACTION ITEM #2: The Focus Group TAP will meet and will decide on how, what, and where to have focus groups and will recommend to the LRRB. TAP will present their recommendations at the September meeting.

IV. Knowledge Building Workshop

Jan Lucke presented the 2013 Knowledge Building (KB) Priorities. The meeting was on June 10, 2013. Some of the highlights are:

- KB to address long-term, complex issues
- It is updated every four years: 2005, 2009, and 2013
- LRRB met on March 28, 2013, and identified critical topics for 2013 KB
- It often takes multiple research projects over time to make progress on an issue
- 12 KB served LRRB the past four years
- Resulted in 26 proposals, 8 of which were funded
- The 2013 KB's open discussion focused on State-of-the-Art and Research Opportunities to Advance Knowledge
- KB will be included in annual RFP for U of M researchers on July 22, 2013, and the next four years

V. 2014 Research Program

Hafiz Munir went over the FY 2015 schedule. The highlights are:

- Idea solicitation went live on May 1, 2013

- Ideas were due on May 31st and the deadline was extended to June 3rd
- LRRB and RIC members had 10 votes, no more than 3 per idea
- Need statements will be released for ideas on July 22nd
- Proposals are due on September 20th
- Presentations and project selection are scheduled for the December 4-5 LRRB Winter Meeting.

He then went over the vote spreadsheet. The votes ranked the ideas from 10 to 0. The Board selected 12 research ideas to develop research need statements:

1. Alternatives to Seal Coat Methods
2. Barriers to ROW Acquisition & Recommending Statutory Changes
3. Economic Development Case Studies & Best Practices
4. Modernize & Streamline Road Construction Plans & Documentation
5. FDR for Urban/Suburban Street Applications
6. Right & Left Turn Lane Warrants
7. Evaluation of Safety & Mobility of Two-Lane Roundabouts
8. Alternate Design Methods to Renew Lightly Traveled Paved Roads T
9. Chloride-Free Snow & Ice Control Material
10. How to Prevent Stripping Under Chip Seals
11. Optimal RAP Content for Minnesota Gravel Roads
12. Root Causes of Over-designed Roadways & Intersections

Development of a Context Sensitive MnDOT Special Rumble Strip is on hold

ACTION ITEM #3: Maureen Jensen will share the results of California DOT on Norwegian Quiet rumble strips with the Board.

June 20: LRRB Members Only Session

- I. Chairman's Opening Report – Acting Chair Bruce Hasbargen
Revised agenda to allow Mike Marti to present 1st to allow for Mikes attendance at the RIC, and thanked Steve Koehler for arranging for evening activities.
- II. Budget and Admin Update (Deb Sinclair)
Budget Status Report:
 - Deb presented the budget report. Yellow are new projects which are just now underway. She also reported a very healthy LRRB balance of \$554,801, which could still be programed for FY2014.
 - Julie Skallman noted that INV924 has a remaining balance of \$49,573. This will pay for three additional YouTube Videos.

The board discussed ideas for programming remaining FY14 Funds. Ideas included:

- Additional TRS. Some of the Need Statements are project ready and could be programmed early.
- Julie Skallman suggested that an email exchange be used to award additional projects.
- Laurie McGinnis reported that the U of M may receive a UTC grant and, if so, the grant will require a match when awarded.
- (Lyndon tabled) The mumble strips noise project has received a lot of interest. Rich Sanders offered to experiment in Polk County. He is installing regular rumble strips and would be willing to ask the contractor to put out a test strip in another area of the roadway. The LAB will model the noise results. Bruce Hasbargen and Mark Vizecky were added to the TAP for this project.

ACTION ITEM #4: Board members will forward additional proposals and/or TRSs suggestions to Linda Taylor for funding consideration.

ACTION ITEM #5: RS will add a UTC funding match proposal to the Fall Meeting agenda.

Motion: Bruce Hasbargen made a motion to approve up to \$50,000 to evaluate mumble strips in Polk County, and to assess the noise from mumble strips placed on local roads, Tom Ravn seconded the motion. Motion passed unanimously.

INV 999 Administrative Budget update:

The board reviewed the administrative budget and there is \$58,273 remaining. It was noted that the budget for travel expenses is underfunded because of the additional conferences being added.

- III. 2014 Meeting Dates:
Bruce Hasbargen offered to host next summer's meeting in Bemidji. RS has been able in the past to arrange for use of the state airplane to allow for easier attendance of LRRB members and staff.

ACTION ITEM #6: RS will work with Bruce to secure date and location for 2014 Summer Meeting in Bemidji. They will also look into securing the use of the state plane for transporting board members and staff.

- IV. 2014 Conferences – Confirm Attendees
The board reviewed the conferences available for LRRB members and RIC members to attend. Julie Skallman recommended that Greg Isakson, since he is heavily engaged with the Timber Bridge Inspection and repair project, be approved to attend the International Conference on Timber Bridges. Board approved this by consensus.

The board added the Australian Low Volume Roads Conference to the approved conferences for LRRB members to attend. Rick West was approved to attend this conference.

Motion: Julie Skallman made a motion to add the Australian Low Volume Road Conference to the Conference list. John Powell seconded the motion. Motion passed.

ACTION ITEM #7: LRRB and RIC members should be prepared to indicate if they will be attending the TRB Annual meeting at the Fall Meetings.

V. Amendment Analysis

Deb Sinclair reviewed amendments currently being proposed. No discussion followed.

- Amendment Summary:
 - RS will follow up on 99008 WO13, will add type and reason for the amendment to the spreadsheet, and report back to the Board.
 - RS will follow up on why 94288 was amended and report back on progress to the Board.

VI. Project Update – System Preservation Guide

Mike Marti gave a presentation with regard to the LRRB Project and discussed an upcoming case studies discussion with the Otter Tail County Board about addressing the future expense of maintaining county roads. All county roads in Otter Tail County are paved. How is Otter Tail County going to address the shortage of funds to reconstruct these paved roads?

The board liked the progress on this project. Steve asked if the same approach could be applied to city streets. Mike responded that a similar approach could be developed and followed for cities.

VII. Project Update – Pavement Resource Center TRS (John Powell)

John discussed the pavement resource center TRS, and mentioned some confusion with MnDOT Smooth Roads Committee work and that the LRRB should track this effort. He mentioned having made some progress on next steps; however, they would like additional time to continue to work on the project. He reported Farideh is working on this effort and the next steps for the TAP is to select a consultant.

ACTION ITEM #8: RS will recommend a consultant for the Pavement Resource Center TRS so this effort can move forward. RS will discuss the proposal with Mel Odens to see how the new SALT pavement engineer can fit into this effort.

VIII. Additional Research Ideas from Focus Group and (Hafiz Munir/Jan Lucke)

The Board reviewed the focus group results and highlighted the following:

- RAP Quality Control:
 - How to sample stock piles?
 - What is being put in them?
 - The pile you tested may not be the RAP pile you use.

ACTION ITEM #9: Alan Rindels will schedule a meeting with Julie Skallman, Maureen Jensen, and Klayton Eckles to discuss RAP and update the board at the Fall LRRB meeting. Julie requested that the meeting be held in Woodbury if possible.

- Garbage Haulers Impact on Local Roads

ACTION ITEM #10: The Board requested that Deb Bloom give a presentation on garbage hauling at next meeting.

ACTION ITEM #11: The Board recommend that LTAP do a story on LRRB efforts to educate the public on the impact of multiple garbage trucks on local roadways.

- Pavement Striping Materials:
 - Lyndon Robjent explained to the Board that cities and counties struggle with this topic. There was discussion of using either Iowa State or CH2M Hill. The TAP will decide and will include Mark Vizecky and Kate Miner.

Motion: Lyndon Robjent requested a budget of \$15,000 to develop a TRS on pavement markings products and applications used in Minnesota to provide Cities and Counties a snapshot of available products. John Powell seconded the motion. Motion carried.

- Real Time Crash Information
 - Cities and Counties want access to crash reports sooner than they are currently becoming available. Right now it takes two years to get the data. Linda Taylor noted that MnDOT is updating the TIS system. The LRRB would like to know if it is possible for them to influence the decisions on this system.

ACTION ITEM #12: Linda Taylor will follow up with appropriate staff on the status of TIS upgrade and whether the new system will provide real time data on city-county accidents.

IX. Trip Reports

TRB Action Items and Follow up

- Trip reports by Jeff Hulsether:
 - Pavement Preservation Practices, Treatments and Performance and Mitch Rasmussen's Mitch Rasmussen Evaluation, Implementation, and Performance of Pavement Preservation Treatments in Oklahoma. It was recommended that these be shared with Dr. Wilde for possible incorporation into the INV866 Cost Effective Pavement Preservation Solutions.
- New Trip Reports and New Form:
 - LRRB appreciated the new trip report form and processing by RS. Much more concise, with clear actions listed. Julie Skallman and Hafiz Munir will be updating and streamlining the process further.

X. Outreach Update – Julie Skallman

Web Contract:

- Julie Skallman reported that HNTB has been doing an exceptional job on the website

Motion: A motion was made by Julie Skallman to extend the HNTB Web Development contract for an additional 2 years at a cost of \$56,000. Steve Koehler seconded the motion. Motion carried.

55 Years Celebrations:

- LRRB is celebrating 55 years of existence. Julie Skallman would like to have a booth at next year's Transportation Conference and develop and promote other activities to celebrate this milestone. She requested \$20,000 for activities related to promoting the celebration of 55 years of LRRB research and research implementation efforts.

Motion: Julie Skallman made a motion requesting a budget of \$20,000 for activities related to the 55 year LRRB celebration. Steve Koehler seconded the motion. Motion carried.

July 20: RIC Members Only Meeting

I. Chairman's Report

Welcome and Introductions:

The Chair, Jeff Hulsether welcomed everyone and participants introduced themselves. Chair Hulsether welcomed Dave Rettner and Vanessa Goetz, who were presenters from AET and Iowa DOT guests.

Review and Approve July 2013 Agenda & March 2013 RIC Meeting Minutes:

Motion: A motion to approve June 2013 RIC meeting agenda was made by Maureen Jensen and seconded by Tim Stahl. Motion Approved.

Motion: A motion to approve March 2013 RIC meeting minutes was made by Klayton Eckles and seconded by Rich Sanders. Motion Approved.

Confirm Next Year RIC Meetings Dates and Locations:

The September meeting location has been changed to Arden Hills Training Center (AHTC), room 10.

ACTION ITEM #13: Farideh Amiri will set a doodle calendar for scheduling December 2013 RIC meeting.

RIC Membership Roster Review:

No change. The terms of Walter Leu and Rich Sanders are complete at the end of December.

2014 Conferences:

ACTION ITEM #14: If anyone has interest in attending any of the conferences which are available to RIC members, contact Farideh Amiri or Jeff Hulsether.

Budget Review: 2009-2011 and 2012-2014:

- No change on 2009-2011 budget. Contract will be closed by the end June 2013.
- Farideh Amiri went over the 2012-2014 RIC budget.
- Dust Control & Gravel Management Program Budget:
 - The \$75,000 Dust control budget was removed from the RIC budget.
- Rick Kjonaas noted that State Aid added \$10,000 to the Pavement 301 for Braun Intertec amendment.

II. LRRB YouTube Update

LRRB's four YouTube videos are live and getting many hits. The four videos are:

- Stop Sign
- Speed Limits
- Potholes
- Storm water best practices managements

III. Web Visitors/Hits

Farideh Amiri went over the consultant reports on the LRRB web visits. The ADA transitional plan had over 113 hits and downloads of the template.

IV. Consultant Contract

Jeff Hulsether discussed the next steps for amending the consultant contact. The amendment will be for two years and \$440,000.00.

Motion: A motion to approve and divide the additional funding of \$440,000.00 for the next two years for the consultant contract as divided to 2/3 and 1/3 to SRF contact and other contact was made by Rich Sanders and seconded by Walter Leu. Motion Approved.

ACTION ITEM #15: Farideh Amiri will request TAP members from RIC and LRRB. She will schedule scoping meeting with the TAP and consultant to work on and the consultant amendment scope of work.

V. Gravel Road Management

Dave Rettner's presentation illustrated the following:

- Techniques that have been used for gravel road and low volume road management for various transportation system applications.
- It is meant to show examples of applications and testing that can be done.
- It can apply to several different software packages including Micropaver, ICON and Cartegraph.

ACTION ITEM #16: Rich Sanders and Gravel Road TAP will bring the scope of work to the September 2013 RIC meeting.

VI. Future Projects

- Roundabouts:

Motion: A motion to request LRRB outreach to fund the YouTube and RIC to lead the project was made by Tim Stahl and seconded by Klayton Eckles. Klayton will be technical liaison. This YouTube video will be used to educate drivers about two lane roundabouts. Motion Approved.

- A Truck Weight video update was suggested by Jim Grothaus.
- System Preservation, phase II was suggested by Rick Kjonaas.

VII. 2009-2011 "Consultant Contract" Update

Task 6.7 - Dust Control Final Report:

- Based on direction for the RIC Board at the March 6th 2013 board meeting, SRF should no longer wait for the national reports listed above to be completed. The contract cannot be extended any longer, therefore SRF was directed to write a summary of the work completed to date.
- In May 2013, the National Scan Tour report was finally published. A summary of the report contents will be included in the project report.
- A draft report is complete and has been sent to TAP members for review. Comments are due June 21st, final edits will be made the week of June 24th.

Motion: A motion to allow TAP chair Rich Sanders to approve and finalize the Task 6.7-Dust Control report once the TAP review is complete was made by Rich Sanders and seconded by Walter Leu. Motion approved.

Closing Contract:

- The contract will be closed by June 30, 2013.

VIII. 2012-2014 "Consultant Contract" Update

Task 1: ADA Transitional Plan:

- Jim Gersema moderated a session at the CTS Annual Research Conference May 22-23, 2013, where this LRRB project was highlighted.

Task 2: Complete Street:

Met with Mindy Carlson at CTS to discuss hosting a Complete Streets webinar in late summer. The committee discussed that there are many other workshops and webinars on the topic of Complete Streets scheduled in the spring/summer of 2013. Is this the right time to host a webinar? The board directed that a webinar is not necessary based on the recent and current Complete Streets webinars and workshops that are planned by other agencies.

- A draft e-blast has been developed to announce the final product and will be sent to local agencies.
- Joni Giese presented this project at the CTS Conference on May 22nd, 2013.

ACTION ITEM #17: SRF will work with Rick Kionaas to distribute the e-blast for Complete Streets to local agencies.

Task 3: TZD:

- A short “clip” of the video the DPS is producing which was shown at the annual CTS meeting by Gordy Pehrson, was shown to the RIC. The board agreed that the video meets the needs of the original scope and that a new video idea should be considered.
- Mike Marti presented a new concept for this task which is a series of short (30-60 second) PSA-type videos on driver distraction, speeding, wearing seatbelts and drinking and driving. They will be posted on YouTube and used as PSA’s. (See details in the one page handout provided at the meeting). The videos will focus on the message of “*Look into the mirror, I’m talking to you! This can and will happen to you.*”
- The board liked the concept and approved SRF’s moving forward.

Motion: A motion to approve a new concept for TZD task as a series of short (30-60 sec) PSA-type videos on driver distraction, speeding, wearing seatbelts and drinking and driving which will be posted on YouTube and used as PSA’s was made by Rich Sanders and seconded by Mitch Rasmussen. Motion Approved.

Task 5.1A: Traffic Monitoring Data Collection:

- Note: For this task and Task 5.2 SRF has been working with Sibley County, and specifically Darin Mielke. Darin recently took a position with Carver County but has agreed to continue assisting with the project working with Tim Stahl (task Chair) and, potentially, the new Sibley County Engineer.
- Developed a draft outline of the revised scope and evaluation methods emailed to the TAP for review and approval and finalized in April 2013.
- Facilitated a meeting with MnDOT TDA and Sibley County staff to discuss the data collection process and working together on Sibley County’s data collection efforts.
- Coordinated MnDOT TDA and Sibley County working together to determine count locations and data collection schedule.
- MnDOT TDA staff trained Sibley County staff on their data collection procedures on June 4th 2013
- SRF interviewed Sibley County and MnDOT TDA on June 4th on their data collection process and MnDOT TDA staff on their training process of Sibley County staff on the State’s data collection procedures.
- Coordinated with MnDOT TDA and Sibley County to determine count locations and data collection schedule.
- Sibley County has hired an intern and is in the beginning stages of collecting data.
- SRF developed a template for Sibley County staff to use to track their time and expenses.
- MnDOT TDA is working with LeSueur County to determine count locations.

Task 5.1B: Traffic Monitoring Field Testing

- Data analysis has been completed and preliminary findings have been written in a draft report. An interim version of the report that contained findings from the winter evaluation

was sent to the TAP for review in late May and the TAP provided comments. The report will be updated with spring evaluation findings and sent to the TAP for review in June 2013.

- Began spring field evaluation on May 21, 2013. Visited the site on May 21, 23 and June 7 to monitor sensor and collect data. Began data analysis and field test findings.
- The StealthStud sensor failed in the winter test. It still could not be communicated with during the spring test. Coordination and troubleshooting steps were taken with the manufacturer, but this sensor is sealed and installed into the pavement which limited the available options for communicating with the sensor.
- MnDOT's Wavetronix HD trailer did not work properly for the first two weeks. Several troubleshooting steps were taken including replacing the sensor. The trailer's charge controller was found to be faulty and the system was redeployed on June 10, 2013.
- A draft report is in the process. An interim version of the report that contained findings from the winter evaluation was sent to the TAP for review in late May. TAP provided comments.

Task 5.2: On-line Sign Person Training

- TAP roster has been assembled as follows:
 - Mitch Rasmussen, Scott County (Chair)
 - Farideh Amiri, MnDOT
 - Ron Bowman, Otter Tail County
 - Mindy Carlson, University of Minnesota - CTS
 - Heather Dorr, University of Minnesota - CEE
 - Kent Exner, City of Hutchinson
 - Catherine Flannery, University of Minnesota - CCE
 - Jim Grothaus, University of Minnesota - CTS
 - Jeff Hulsether, City of Brainerd
 - Tom Kennedy, Nicollet County
 - Renae Kuehl, SRF Consulting Group
 - Walt Leu, MnDOT
 - Mark Ray, City of Golden Valley
 - Tim Plath, City of Eagan
 - Howard Preston, CH2M Hill
 - Rick Swanberg, Otter Tail County
 - Rich Sanders, Polk County
 - Tim Stahl, Jackson County
 - Mark Vizecky, MnDOT
 - Richard West, Otter Tail County
 - Tony Winiecki, Scott County
- Created and executed a survey of local agencies (MN cities and counties) via MnDOT SALT and other outstate local agencies (via MN LTAP) in early June 2013. To date, 70 people have responded to the survey and provided input on training needs and resources used.
- A TAP meeting was held on June 11th to review survey findings, resources and to determine the best time and format for the workshops.
- In the process of scheduling three workshops (Mankato, Detroit Lakes and Arden Hills) with traffic sign maintenance staff to learn best practices from them. It is to take place in July/August of 2013.

Task 6: Outreach

- Web articles:
 - April 2013 – an article on LTAP training opportunities, highlighting the Local Concrete Specifications Webinar, Work-Zone Safety, Temporary Traffic Control, and Flagging and Workzone Safety Tutorial was posted in April.
 - June 2013 – An article on Complete Streets was submitted to MnDOT RSS for approval.

National Articles:

- An abstract was written and submitted for consideration to five different national magazines. The APWA Reporter has agreed to run the article in their August 2013 issue. The final article is due to the editor by June 25th. A draft article was provided to the Outreach Committee for review and approval.
- Newsletter:
 - August 2013 newsletter topics were discussed at the Outreach meeting on June 18, 2013.
- Conference Boards:
 - SRF is working on a board for Jim Grothaus to take to the national LTAP conference (July 22nd 2013) that will highlight the YouTube videos and the use of social media.
- Conference Presentations:
 - The following topics were presented by SRF staff and Farideh Amiri at the CTS annual conference 2013: ADA, Complete Streets and YouTube Videos.

Meeting Adjourn

**Motion: Motion to adjourn the meeting made by Linda Taylor and seconded by Tim Stahl.
Motion approved.**

July 20: LRRB & RIC General Session

I. Chairman's Opening Report

Mr. Chair welcomed everyone to the second day of the meeting.

Laurie McGinnis presented the CTS Research Partnership Award plaque and certificate to Maureen Jensen. She also recognized Julie Skallman as the recipient of the CTS Ray L. Lappagaard Distinguished Service Award for leadership and mentorship award in the field of transportation.

II. RIC Update

Tim Stahl presented RIC updates:

- The LRRB website had 113 hits on the ADA transitional plan and 18 for traffic generator.
- Consultant contract with amendments and additional funding will be divided 2/3 to SRF consulting and 1/3 to other contracts. Farideh Amiri will contact LRRB and ask TAP members to put the scope of work together.
- Dust control task is completed and the 2009-2011 contract will be closed on June 30, 2013.
- Traffic monitoring and sign person on-line training is in progress.
- Sign-person on-line training and training materials.
- A Truck weight video update was suggested by Jim Grothaus.
- System preservation: Phase II, was suggested by Rick Kjonaas.

III. Iowa Board Update (Vanessa Goetz)

Vanessa Goetz from Iowa DOT presented their research program. Some of the highlights of her presentation are:

- The program is over 60 years old – 1949 and 1950
- Leverage over \$6M each year: IHRB (State) ~ \$2.2M, State ~ \$750k, Traffic Safety Improvement Program (TSIP) (State) ~ \$0.5 M, and State Planning and Research (SPR) (Federal) ~ \$2.5M
- Project specific funds: IBRD, SHRP II grants, Highways for Life, and FHWA Technology Deployment Funds
- 15 members; 7 County Engineers, 4 Iowa DOT, 2 City Engineers, 2 University Representatives, and Alternate members
- 2013 Mid-Continent transportation research symposium, Ames, Iowa, August 15-16

IV. RS Updates

Linda Taylor gave a Research Services (RS) update:

- Ann McLellan has left RS. Linda is working on filling her position.

ACTION ITEM #18: Linda asked If any LRRB member is interested in participating on the interview panel for Finance Manager vacancy, please contact her.

Marketing & communications:

- RS will not be producing an annual report in its current format, but will produce copy to comply with federal and state requirements. At-A-Glance TSs will continue to be developed.

Linda Taylor requested \$100,000.00 for CTC LRRB support contract for tech transfer materials (At-A-Glance, TRS, TS and other tech transfer materials).

Motion: A motion to approve \$100,000.00 for CTC LRRB support contract was made by Linda Taylor and seconded by Tim Stahl. Motion Approved.

V. Show YouTube Videos

Farideh Amiri showed the following four YouTube videos:

- Stop Sign (done by SRF)
- Speed Limits (done by SRF)
- Potholes (done by CTC)
- Storm water best practices (done by CTC)

VI. Funding Approved

- Web Contract – \$56,000
- 55 Years Celebrations – \$20,000
- TRS Pavement Marking Products and Applications - \$15,000
- Mumble strips noise study and research in Polk County - \$50,000

VII. Round Robin – All

Rick Kjonaas:

- State Aid & Bridge will have a rainfall map update webinar within the next six months.

Linda Taylor:

- *Leap and not Creep* class will be at AHTC on September 18 and 19.

Steve Koehler:

- Thank you Bruce Hasbargen for chairing the LRRB meeting and thank you members and guests for visiting New Ulm.

Walter Leu:

- Thank you Steve Koehler for hosting the Board summer meeting.

Klayton Eckles:

- The YouTube videos were great.

Jim Grothaus:

- NLTAP conference registration deadline is July 1. Early registration June 25th.

Vanessa Goetz:

- Thank you for inviting me and we would like to have more partnership and collaboration with LRRB and RIC.

Maureen Jensen:

- The Pavement Conference & Dust Control Conference have been combined. Dates are February 5-6, 2014.

Washington DOT pavement management software is a web application. They are willing to set up a webinar and go over their web site. Both RIC and LRRB are invited to attend.

ACTION ITEM #19: Maureen Jensen will coordinate a webinar with Washington DOT on the pavement management software-web application and invite both RIC and LRRB.

Adjourn

Motion: A motion to adjourn the summer 2013 LRRB and RIC joint meeting was made by Linda Taylor and seconded by Tim Stahl. Motion Approved.

Action Items

2013 LRRB & RIC Joint Summer Meeting

ACTION ITEM #1: Jim Grothaus will bring the scope of work, budget and schedule for curve warning signs to the September meeting for Board funding consideration.

ACTION ITEM #2: The Focus Group TAP will meet and decide how often, what & where to have focus group meetings. It will report at the September meeting.

ACTION ITEM #3: Maureen Jensen will share the results of California DOT on Norwegian Quiet mumble strips with the Board.

ACTION ITEM #4: Board members will forward proposals and/or TRSs for using remaining FY2014 funds to Linda Taylor for funding consideration.

ACTION ITEM #5: RS will add a UTC funding match proposal to the Fall Meeting agenda.

ACTION ITEM #6: RS will work with Bruce to secure date and location for 2014 Summer Meeting in Bemidji. They will also look into securing the use of the state plane for transporting board members and staff.

ACTION ITEM #7: LRRB members will tell us if they will be attending TRB and RIC members will be prepared to express interest in any available slots at the Fall Meeting.

ACTION ITEM #8: RS will recommend a consultant for the Pavement Resource Center TRS so this effort can move forward. RS will discuss the proposal with Mel Odens to see how the new SALT pavement engineer can fit into this effort.

ACTION ITEM #9: Alan Rindels will schedule with Julie Skallman and Klayton Eckles at the City of Woodbury to discuss RAP.

ACTION ITEM #10: The Board requested that Deb Bloom give a presentation on garbage hauling at next meeting.

ACTION ITEM #11: The Board recommend that LTAP do a story on LRRB efforts to educate the public on the impact of multiple garbage trucks on local roadways.

ACTION ITEM #12: Linda Taylor will follow up with appropriate staff on the status of TIS upgrade and whether the new system will provide real time data on city-county accidents.

ACTION ITEM #13: Farideh Amiri will set a doodle calendar for scheduling December 2013 RIC meeting.

ACTION ITEM #14: If anyone has interest in attending any of the conferences which are available to RIC members, contact Farideh Amiri or Jeff Hulsether.

ACTION ITEM #15: Farideh Amiri will request TAP members from RIC and LRRB. She will schedule scoping meeting with the TAP and consultant to work on and the consultant amendment scope of work.

ACTION ITEM #16: Rich Sanders and Gravel Road TAP will bring the scope of work to the September 2013 RIC meeting.

ACTION ITEM #17: SRF will work with Rick Kjonaas to distribute the e-blast for Complete Streets to local agencies.

ACTION ITEM #18: Linda asked If any LRRB members were interested in being on the interview panel for filling the Finance Manager vacancy. If interested, please contact her.

ACTION ITEM #19: Maureen Jensen will coordinate a webinar with Washington DOT on the pavement management software-web application and invite both RIC and LRRB.