2014
Annual Chapter Report



Executive Summary

The Kansas City Chapter of ITE (KCITE) celebrated its eleventh full year in 2014. KCITE further established itself as the organization of choice for transportation professionals in the Kansas City metropolitan area. The bi-monthly chapter meetings were well-attended and presented a variety of topics that appealed to professionals in both the public and the private sectors. KCITE also provided multiple training events for its membership, offering more in depth and specific training opportunities. These events created ample opportunities for our membership to network and obtain professional development hours (33.0 total offered). The KCITE Board is excited about the chapter's future and credits the success of the chapter to the hard working individuals who have made a positive impact by forming such a strong chapter base.

The chapter boundaries were established in 2003 to include the major cities within a 70-mile radius of Kansas City over 20 counties, which offers the opportunity for representatives from agencies, institutions and companies throughout the metropolitan area to be fully involved in a local connection to ITE. The KCITE chapter also includes the University of Kansas (KU) and the University of Missouri – Kansas City (UMKC). The presence of local student ITE chapters enables KCITE to foster and assist these student chapters, an ongoing goal of the organization.

In 2014, the chapter continued allocating money for student chapter sponsorships as well as the support of activities increasing youth awareness of the engineering profession. The student collegiate chapters that can benefit from the sponsorships are the UMKC and KU student chapters. The KU chapter, in particular, has seen good staff support and continues to grow. In fact, in 2014, 26 individuals from KU joined KCITE as student affiliates, meaning that KCITE currently has more than five times as many student affiliates as it has had in any of its ten-plus year history! KCITE continues to reach out to both organizations to provide support. Our student sponsorship budget covers things such as free annual membership to the chapter, free attendance to the chapter meetings, and reimbursement of transportation for attending chapter activities.

For the past five years, KCITE has sponsored the Great Plains (Kansas, Missouri, and Colorado) Future City Competition where students of 6th, 7th, and 8th grades participate in a national competition to build a future city. The chapter has awarded the KCITE Innovation in Transportation Award to the team that shows innovations in transportation in their team's city. The chapter scholarship funds enable continued support of students while increasing awareness of the transportation profession.

In 2014, the Excellence in Transportation Award was awarded at the July chapter meeting. Each year the award is presented to an organization (government agency, legislative body, consulting firm, industry, or other private-sector organization) in the categories of transportation planning, operations and facilities located within the Chapter boundaries. The recipient of the annual award was the Kansas Department of Transportation (KDOT), Mid-America Regional Council, and Parsons Brinckerhoff for the "Five-County Regional Transportation Study".

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1. Administration

KCITE Chapter is governed by the Chapter Board of Direction. The officers consist of the President, Vice President, Secretary/Treasurer, Member Director, Affiliate Director, and the Past President. Each year a chapter member is elected for the board to occupy the position of Member Director and every two years an affiliate member is elected for the position of Affiliate Member Director. Elections are conducted every year during the month of November and candidates for the Director positions are open for any member or affiliate member of the private or public sector. The following year the Member Director is moved to Secretary/Treasurer Officer Position. Likewise the other officers move up to the next officer position until becoming the Past President. The exception to this is the Affiliate Member Director, who serves a two-year term on the Board.

In 2013, both the Member Director and Affiliate Director positions were up for election. The Member Director was to be elected among the membership of the private sector and the position of Affiliate Member Director from an affiliate member of the private sector. To keep a balance of representation from the public and private sectors, candidates for the director positions alternate between the two sectors during each election cycle. The 2013 elections (for the 2014 Board) were held in mid November and early December of 2013 and were administered for the first time using our new chapter website supported by StarChapter. The online election process was set up to ensure that each vote would be confidential and that no person could vote more than once. David Church, Parsons Brinckerhoff, was elected as Member Director and Shawn Batalia, Mid-American Signal, was elected as Affiliate Member Director for the 2014 Board of Direction.

In November and December of 2014, KCITE conducted elections for the year 2015. This year the position of Member Director was up for election from the public sector. Lindsay Harris, Kansas City Scout, was elected as Member Director for the 2015 Board of Direction.

2. Chapter Officers

Position	2014 Officers	2015 Officers
President	Raymond Webb	Mike McKenna
Vice President	Mike McKenna	Kendra Stevenson
Secretary/Treasurer	Kendra Stevenson	David Church
Member Director	David Church	Lindsay Harris
Affiliate Director	Shawn Batalia	Shawn Batalia
Past President	Joe Blasi	Raymond Webb



2014 KCITE Board of Direction
From the Left: David Church, Joe Blasi, Mike McKenna, Shawn Batalia, Kendra Stevenson, Ray Webb

3. Arrangements Committee

The Arrangements Committee is a standing committee that is chaired by the Vice-President and includes the Affiliate Director and six (6) Chapter members who serve staggered two-year terms. The Arrangements Committee is responsible for the selection of topics and venues for chapter meeting presentations. Coordination with the speakers and venues is also the responsibility of the committee. Despite the rising costs for food and venues, the committee worked hard to keep meeting costs in line with what our membership is used to, while providing excellent meeting locations, food and interesting technical topics.

2014 Arrangements Committee Members
Mike McKenna – Vice President
Shawn Batalia – Affiliate Director
Randy Gorton
Kurt Rotering
Jeremy Stretz
Bruce Baldwin
Laurel McKean
Josh Thiede

4. Training Committee

The Training Committee is a standing committee that is chaired by the Member Director and includes six (6) Chapter members who serve staggered two-year terms. The Training Committee is responsible for the selection of topics for additional training events held separate from the chapter meetings and for the coordination of these training events.

2014 Training Committee Members
David Church – Member Director
Janelle Clayton
Michael Park
Mark Sherfy
Michael Hare
Lindsay Harris
Sara Peters

5. Budget and Dues Structure

The 2014 budget was approved by the Board of Direction on January 6, 2014 and by the chapter meeting attendees on January 9, 2014. The original philosophy of the Board has been and remains to be that chapter meeting costs be fully supported by the fees charged for each meeting. The funds from annual dues have been used to support the other operations of the Chapter for items such as election costs, door prizes, speaker gifts and awards. Since the commissioning of the new website in 2013, monthly website fees are now incurred for ongoing support, operation and maintenance of the website. These fees are primarily offset through the sale of corporate sponsorships. Sponsor's logos are displayed on the website with a link to their company's website, and the logos are displayed on the presentation screen before chapter meetings. A copy of the 2014 proposed KCITE budget is included in the Appendix of this report.

The annual dues for 2014 remained at $10 each for chapter members and chapter affiliates. Students can become members for free with an advisor's support and are encouraged to do so. In 2014, the chapter had 26 student affiliates! With the addition of the designation of lifetime membership to the KCITE by-laws and policy manual in 2009, lifetime members of ITE are also offered free membership in KCITE. The chapter had 2 lifetime members in 2014. As described above, the income from annual dues is used to support the various operations of the Chapter.

6. Membership

In 2014, we experienced a significant increase in membership, and particularly a large increase in student affiliates (26). KCITE currently has more than five times as many student affiliates as it has had in any year of its ten-plus year history and the second most total members. Some of the increase can be attributed to our new website, which makes it easy to pay for membership and check membership status. Also of note, we had a number of chapter affiliates from earlier years become full chapter members in 2014. We are optimistic that our membership will continue to grow and join the ITE parent organization as the Board becomes more proficient with the features and capabilities of new website. For instance, the website will make it easier for the Board to identify and contact prospective members and encourage them to join.

Membership	2014	2013	2012	2011	2010	2009	2008	2007	2006	2005	2004	2003
Total KCITE Members	143	123	112	123	121	119	147	138	120	121	98	70
Chapter Members	79	68	71	78	84	75	86	81	77	78	73	65
Chapter Affiliates	36	52	37	43	32	39	53	57	43	43	25	5
Lifetime Members	2	2	0	2	1	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Student Affiliates	26	1	4	0	4	5	N/A	N/A	N/A	N/A	N/A	N/A

7. Financial Statement

The KCITE Financial Statement is a summary of the income and expenses that the Chapter incurred during the year. The statement includes all financial transactions from the end of 2013 to end of 2014. The 2014 Annual Financial Statement is included in the Appendix and is summarized below.

2014 Financial Statement Summary	
Beginning Balance as of 12/31/2013	$10,194.10
2014 Total Income	$13,080.00
2014 Total Expenses	$14,293.12
Ending Balance as of 12/31/2014	$9,069.60*
KCITE FEIN: 33-1083149	

* Totals do not equal because of $88.62 Paypal transfer that is neither income nor expense

Expenses outweighed income in 2014 because a Highway Capacity Training organized by the Training Committee was held early in 2014 – some of the income for the training ($1,575.00) was realized in 2013, but the entire expense of the training ($5,990.15) was incurred in 2014.

As KCITE became more proficient with collecting dues and meeting fees electronically through Paypal, we also standardized our process for transferring money from Paypal. The Board agreed on an amount of money ($200) that would always reside in the KCITE Paypal account, and after each chapter meeting, all funds in the Paypal account above the $200 base will be transferred to the regular KCITE bank account. In establishing this process, $88.62 was moved from the Paypal account to the KCITE bank account that counts as neither income nor expense, which is why the ending year balance does not exactly equal beginning balance plus income minus expenses. This should be a one-time occurrence.

8. Meetings

KCITE typically holds chapter meetings six (6) times a year on the second Thursday of every other month during the months of January, March, May, July, September, and November. Meeting locations vary and are sometimes dependent upon the meeting topic. The Arrangements Committee also strives to hold meetings in various parts of the chapter area to encourage attendance by all members regardless of location in the KC Metro area.

Chapter Meeting Date	Total	Members & Affiliate Members	Students	Non-Members
January 9, 2014	60	48	0	12
March 13, 2014	53	40	0	13
May 8, 2014	50	29	0	21
July 10, 2014	46	31	0	15
September 11, 2014	42	35	1	6
November 13, 2014	59	51	0	8
Average Attendance	**52**	**39**	**0**	**13**
Average Percentage of Membership Attending Each Meeting				**27%**

9. Meeting Summary

A summary of the meeting notices is included in the Appendix of this report. The chapter meeting agendas and photos taken during each meeting are also included in the Appendix. The meeting dates, locations, speaker(s), topics and PDH's awarded for each meeting are included below.

Chapter Meeting Date	Location	Speaker	Topic	PDH
January 9, 2014	Wil Jennys	Jessica Upchurch, Brandy Sutherland, KDOT	KDOT Access Management Policy	1
March 13, 2014	Cinzettis	Mark VanLoh, A.A.E, Director of Aviation, Kansas City Aviation Department	Future of Aviation in Kansas City	1
May 8, 2014	Deer Creek Golf Club	Stephen Lachky, Transportation Planner II, MARC	Bike/Pedestrian Counting Program & Pedestrian Crash Analysis / Golf Outing	1
July 10, 2014	Black on Burlington	James Pflum, PE, Project Engineer	Manchester Bridge Design-Build Project	0.5
September 11, 2014	SPX in South Creek Office Park/ Chipotle	Aaron Bartlett, Senior Transportation Planner	Regional Safety Blue print	0.5
November 13, 2014	Faulkner's Ranch	Brian Kidwell – MoDOT Jim Kowach – KDOT Ron Achelpohl - MARC	Transportation Funding Future for Kansas & Missouri	1
			TOTAL	5.0

Following the May Chapter Meeting, several teams competed in a golf outing.

10. Community Awareness and Involvement Activities

The seventh annual KCITE food drive was held during the July chapter meeting. We collected 93 cans of food for our community which was donated to Harvesters, Kansas City's food bank. To encourage the membership to participate, those donating food were provided a coupon for a discounted fee to a future chapter meeting. Additionally, a friendly competition was encouraged between the member agencies. The agency/company that donated the largest amount of cans was Olsson Associates who brought 38 cans. Special thanks was extended to all of our members for making this event such a great success, and the KCITE Board plans to continue to make this an annual event.

KCITE supports Kansas City's local chapter of Women's Transportation Seminar (WTS), which was chartered in 2014. Several chapter members including two Board members attended the inaugural meeting of the organization as well as subsequent meetings throughout the year, and KCITE is actively working with WTS to be able to co-host a chapter meeting with them.

11. Technical Activities

KCITE hosts various technical or training activities throughout the year. Training locations vary and are dependent upon current interest within the KCITE community. The annual goal according to KCITE's Policy Manual is to provide our members with the opportunity to receive at least 15 PDHs through chapter meetings and training activities; in 2014, KCITE offered a total of 33.0 PDHs, more than double the goal. A summary of the training opportunity notices is included in the Appendix of this report.

In the past, KCITE training activities have generally been web seminars, which are presented by ITE and other professional organizations such as ASCE and FHWA. The training committee selects relevant web seminars and arranges locations for the web seminars to be viewed by groups. Sponsorship of training activities by public agencies and private companies is encouraged to minimize expenses, as trainings have typically been offered at no cost to the attendee.

Recently, however, the Board and training committee have noticed a trend of fewer original or relevant web seminars being offered. We are noticing that some web seminars are provided free of cost, so they are easily accessible from personal computers. Therefore, our members may choose to listen to web seminars directly from their office as opposed to traveling to a site to watch the same web seminar. As a result of these trends, KCITE has shifted our focus toward more workshop type training activities.

Workshops or other training activities developed by the committee often require a significant amount of planning time and preparation, similar to a chapter meeting. The Highway Capacity Manual workshop was one such event held in 2014 that offered 16 PDHs to attendees. A Street Lighting Design Roundtable attracted 41 attendees in September. A brief description of each training held in 2014 is shown in the table below.

Event Date	Title	Location	Sponsors	PDH	No. of Attendees
February 24 & 25, 2014	Highway Capacity Manual Training	KDOT – Olathe, KS	KCITE	16	29
April 3, 2014	APWA Webinar - Traffic Incident Management is No Accident	PB – Lenexa, KS	PB & KCITE	1.5	14
April 15, 2014	ITE Webinar - Bluetooth Technolgy in Transportation	TranSystems – Kansas City, MO	TranSystems & KCITE	1.5	25
June 5, 2014	ADA: Overview, Legal Aspects and Field Workshop	TranSystems – Kansas City, MO	TranSystems & KCITE	5.5	21
July 29, 2014	Trafficware Webinar - Signal Timing Using Synchro	GBA – Lenexa, KS	GBA & KCITE	1.5	30
September 26, 2014	Street Lighting Design in Kansas City (Roundtable)	Henderson – Overland Park, KS	Henderson & KCITE	2	41
			TOTAL	**28.0**	**160**

12. Student Chapter Activities

KCITE supports two local student chapters. The University of Kansas (KU) chapter is an established student chapter and several students have attended and presented at chapter meetings and KCITE-sponsored training opportunities in previous years. In 2014, KCITE had 26 student affiliate members sign up from KU late in 2014, which we intend to leverage in 2015 and beyond. KCITE supports the student chapter's activities on campus (the student chapter meets regularly) and provides assistance as requested through speaker coordination and professional representation at meetings.

University of Missouri Kansas City (UMKC) students and staff worked to start a chapter several years ago, however with staff and student transitions we have not seen growth of the UMKC chapter. The engineering program is small and getting faculty support and student interest in a student organization has been difficult. KCITE continues to reach-out to the University and to encourage students and faculty to attend meetings and get involved with KCITE. We hope that in the future a stronger student chapter can be established and that our chapter can continue support of those students.

Although it is primarily sponsored by the Central Missouri Chapter of ITE (CMITE), KCITE also supported two transportation events held at the University of Missouri (MU) in 2014. Joe Blasi, Past President, gave a presentation on Dynameq mesoscopic simulation modeling to MU students and CMITE professionals at MU on February 28th.

Later, several KCITE members attended to support the MU Traffic and Safety Conference held in the Spring.

KCITE continues to offer student sponsorship in the form of free annual membership to the chapter, free attendance to the chapter meetings, and reimbursement of transportation needed to attend chapter activities. KCITE also offers all training activities to students, for a reduced fee or no fee at all.

In addition to support of the local collegiate chapters, the KCITE board continues to investigate ways to encourage and educate youth regarding opportunities in transportation and traffic related fields. KCITE continues to sponsor the Future City competition. The Future City competition is for sixth, seventh and eighth grade students in the Great Plains region. The students develop a City using SimCity, write an essay, build a physical model, and present to judges the day of the competition. For the last five years the KCITE board has sponsored an award that recognizes a student team that best exemplifies an innovative transportation system in their future city. This year, several chapter members also participated as judges at the event. The competition was held in early 2014, and KCITE is proud to continue its involvement with this event.

13. Awards Program

In 2004, the Chapter established the KCITE Excellence in Transportation Award that is presented annually to an organization(s) for an outstanding transportation project in the chapter area. The award is structured very similarly to the award sponsored by MOVITE. In 2014, the ninth recipient of the KCITE Excellence in Transportation Award was the Kansas Department of Transportation, Mid-America Regional Council, and Parsons Brinckerhoff for the “Five-County Regional Transportation Study”.

14. Chapter Website

Beginning in 2013, KCITE entered into an agreement with a vendor called StarChapter to host and create a new website for the chapter. StarChapter markets its services to local volunteer run chapters of professional organizations. The service allows the board to conduct several of our different functions through the new website. Our e-mails, meeting and training event registration, elections and data storage are all accessed through the website, instead of the separate platforms that were previously used. This report and most of the appendices can be accessed electronically through the website.

The new website continues to be a source for members and non-members to find information on local activities. The website can be found at www.kcite.org. The website is utilized to publicize all chapter meetings, training activities, and other transportation related events or trainings. Visitors to the website can find chapter meeting agendas, minutes, previous presentations, board and committee member listings, contact information for board members, and other information.

The most significant change that has come from the new website is that a profile is created for each member. Members are assigned a user name and password, allowing them to log in to the website using their profile. Once logged in, members can register for events or update membership information. That information is instantly updated and stored in a location and format that is easy for the board to access. Several other beneficial features have included the ability to pay for meetings and memberships by credit card. Microsoft Outlook appointments can be generated for events so they can be added to calendars. The board can easily generate reports about meetings, attendance, memberships, and dues from a secure administrative section of the website. There are many more features in StarChapter that can be implemented by KCITE. These features should lead to more improvements to the website and benefits to the membership in the future as the board becomes more familiar with the service.

15. Coordination with MOVITE

KCITE as an organization is in a unique situation as we encompass not only multiple local jurisdictions (City's) but also two states. With membership on both sides of the state line we have the opportunity to work with both the Missouri and Kansas directors who coordinate and provide a direct link to MOVITE. In fact, David Church serves both as the Kansas Director and as a member of the KCITE Board. Both Martin Gugel (Missouri) and David Church (Kansas) have worked with the Board to inform us of MOVITE activities, offer support, and gather ideas of how MOVITE can assist KCITE (and KCITE support MOVITE). We look forward to continuing this relationship and assisting the directors in achieving their goals.

KCITE also coordinated with and supported other nearby local ITE chapters. In addition to participating in two CMITE/MU activities as mentioned in the student chapter activities section, Joe Blasi (Past President) attended the March meeting of TEAM STL and presented on Conceptual Access Justification Requests at the twelfth annual TEAM STL fair in September. Also, at the Fall MOVITE meeting, Ray Webb (President) participated with other nearby chapters in a meeting where leaders from each chapter shared ideas, successes, and challenges with each other for the mutual benefit of all chapters within MOVITE.

Appendix
2014 KCITE Annual Report

Electronic Appendix Contents:

- 2014 Budget and Financial Statement - http://kcite.org/images/downloads/Budget/kcite_budget_2014.pdf
- Chapter Meeting Notices and Agendas and Training Activity Notices - http://kcite.org/meetinginfo.php?p_or_f=p&y=2014
- Excellence in Transportation Award Call for Nominations - http://kcite.org/images/downloads/CallforNominations-2013KCITE_ExcellenceinTranspo.jpg

Appendix Contents:

- Chapter Meeting Photos

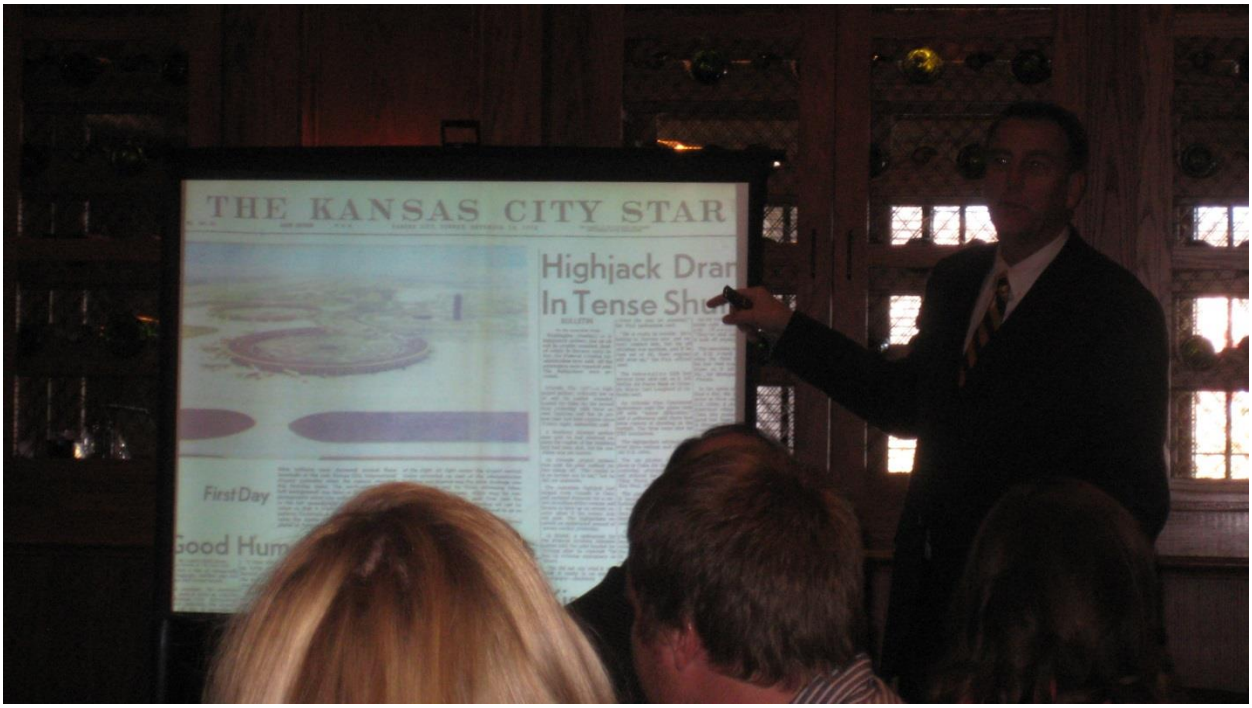
January Chapter Meeting





March Chapter Meeting





May Chapter Meeting and Golf Tournament





July Chapter Meeting





September Chapter Meeting





November Chapter Meeting



