

2019 Annual Chapter Report



INSTITUTE OF TRANSPORTATION ENGINEERS

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Executive Summary

The Kansas City Chapter of ITE (KCITE) celebrated its sixteenth year in 2019. KCITE continues to provide the best venue for transportation professionals in the Kansas City metropolitan area to earn PDH's for PE and PTOE requirements, build relationships with colleagues, and learn new information related to transportation. The board, along with the arrangements and training committees, spends time not only selecting presentation topics that are new to the membership, but also looks for meeting locations that are new or have been historically successful for KCITE meetings. The bi-monthly chapter meetings continue to be well-attended and with presentations on 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 (9 total offered). The KCITE Board is excited about the 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 board is committed to keeping membership motivated, connected and informed as the organization transitions from a chapter to a section as part of the OneITE initiative, encompassing the state of Kansas plus twenty-five northwestern Missouri counties.

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.

For the past ten years, KCITE has sponsored the Great Plains (Kansas, Missouri, and Colorado) Future City Competition where students in 6th, 7th, and 8th grades participate in a national competition to imagine, research, design, and build cities of the future. This year, the competition was held on January 26th and the KCITE chapter awarded the “Technical Writing Award” to team Stem City from Kansas City Academy in Kansas City, Missouri.

In 2019, the Excellence in Transportation Award was presented to George Butler Associates and the Missouri Department of Transportation for the “US-50 at Missouri 291 South Interchange (Divergabout)” project. 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 for a project located within the Chapter boundaries. All submittals are forwarded to MOVITE for additional awards.

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Administration

KCITE Chapter is governed by the Chapter Board of Direction. The board officers consist of the President, Vice President, Secretary/Treasurer, Member Director, Affiliate Director, and the Past President. Each year a chapter member is elected by the KCITE membership to occupy the position of Member Director and every two years an affiliate member is similarly 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 to 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 2019, the Member Director as well as the Secretary/Treasurer position was up for election. The Member Director was to be elected among the membership of the private sector. The Secretary/Treasurer was to be elected among the membership of the public 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 2019 elections (for the 2020 Board) were held in mid-December and early January of 2020 and were administered using our 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. Michael Hare, HNTB, was elected as the Member Director. Krystal Jolly, Missouri Department of Transportation, was elected Secretary/Treasurer. David MacDonald, Traffic Control Corporation, will serve his fourth year as Affiliate Director for the 2020 Board of Direction. Results are shown in the Appendix of this report.

Chapter Officers

Position	2019 Officers	2020 Officers
President	Tom Evans	Jackie White
Vice President	Jackie White	Janelle Clayton
Secretary/Treasurer	Janelle Clayton	Krystal Jolly
Member Director	Arij Humeida	Michael Hare
Affiliate Director	David MacDonald	David MacDonald
Past President	Lindsay Francis	Tom Evans

The Past....



2019 KCITE Board of Direction
From the Left: David MacDonald, Arij Humeida, Janelle Clayton,
Tom Evans, Lindsay Francis and Jackie White

The Future....



2020 KCITE Board of Direction
From the Left: Michael Hare, Jackie White, Janelle Clayton,
Krystal Jolly and David MacDonald (not pictured: Tom Evans)

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. Due to interest in serving on this committee, KCITE had seven (7) chapter members serving in 2019. 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.

2019 Arrangements Committee Members	
Jackie White – Vice President	
David MacDonald – Affiliate Director	John Fitzpatrick
Krystal Jolly	Rob Herrick
Michael Hare	Zach Cowart
Chris Roberts	Zach Baker

Training Committee

The Training Committee is a standing committee that is chaired by the Member Director and typically includes six (6) Chapter members who serve staggered two-year terms. Due to interest in serving on this committee, KCITE had eight (8) chapter members serving in 2019. 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.

2019 Training Committee Members	
Arij Humeida – Member Director	
Brian Geiger	Jose Rodriguez
Addison Miller	Doniesha Wigfall
Dan Fuchs	Spencer Osborne
Eileen Yang	Prayag Bam

Budget and Dues Structure

The 2019 budget was presented to membership during January 10, 2019 chapter meeting and approved by the Board of Direction on January 16, 2019. 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. For several years, meeting fees have been \$15 for members and \$20 for non-members. In 2019, meeting fees were increased by \$5 for both members and non-members. This necessary increase has allowed KCITE to maintain its original philosophy as food and venue prices have also increased over the past years. The funds from annual dues have been used to support the other operations of the Chapter for items such as 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 link to the 2019 actual and 2020 proposed KCITE budget is included in the Appendix of this report.

The annual membership dues for 2019 remained at \$10 for chapter members and chapter affiliate members. Students can become members at no cost with an advisor's support and are encouraged to do so. With the addition of the designation of "Lifetime Member" to the KCITE by-laws and policy manual in 2009, lifetime members of ITE may be offered free membership in KCITE. The chapter had 3 lifetime members in 2019 (two retired and one posthumously). As described above, the income from annual dues is used to support the various operations of the Chapter.

Membership

In 2019, KCITE was able to increase membership by almost 15 percent compared to 2018. The KCITE Board remains committed to bring in additional membership in 2020 and already have 179 members who have paid or who are within the 2019 three-month grace period. In 2014, KCITE worked closely with the KU chapter that did a mass sign up during one of their chapter meetings, but renewals did not occur in 2015. We encourage our membership to attend and or present at the KU and KSU ITE Chapter meetings. 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 the KCITE website. For instance, the website makes it easier for the Board to identify and contact prospective members and encourage them to join.

Membership	2019	2018	2017	2016	2015	2014	2013	2012	2011	2010	2009
Total KCITE Members	165	144	166	119	117	143	123	112	123	121	119
Chapter Members	115	76	116	83	80	79	68	71	78	84	75
Chapter Affiliates	45	47	45	34	32	36	52	37	43	32	39

Lifetime Members	2	2	2	2	2	2	2	0	2	1	N/A
Student Affiliates	3	3	3	0	3	26	1	4	0	4	5

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 2018 to end of 2019. The 2019 Annual Financial Statement is included in the Appendix and is summarized below.

2019 Financial Statement Summary	
Beginning Balance as of 12/31/2018	\$4,418.57
2019 Total Income	\$16,767.88
2019 Total Expenses	\$12,344.51
Ending Balance as of 12/31/2019	\$8,841.94
KCITE FEIN: 33-1083149	

Income outweighed expenses in 2019 due to well-planned chapter meetings and utilizing sponsorships for our Annual Golf tournament prizes and website. In 2108, KCITE hosted the MoVITE Fall Conference in Lenexa, Kansas. As hosting chapter, KCITE received a portion of the meeting's profits.

KCITE continues to use a standardized process for transferring money from Paypal to the KCITE bank account. The Board had previously agreed that a minimum dollar amount (\$200) that would always reside in the KCITE Paypal account, and that after each chapter meeting, all funds in the Paypal account above the \$200 base are to be transferred to the regular KCITE bank account.

Chapter Meeting Summary

KCITE typically holds chapter meetings six (6) times a year on the second Thursday of every other month. These months are: 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 their location.

Chapter Meeting Date	Total	Members & Affiliate Members	Students	Non-Members
January 10, 2019	64	52	0	12
March 6, 2019	87	45	0	42
May 9, 2019	65	40	0	25
July 11, 2019	49	37	0	12
September 12, 2019	44	36	0	8
November 14, 2019	66	58	0	8
Avg. Attendance	63	45	0	18

Average meeting attendance increased by 12.5% compared to 2018.

A summary of the meeting notices is included in the Appendix of this report. The chapter meeting minutes 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 10, 2019	Brew Lab Overland Park, KS	Kip Strauss, HNTB	Autonomous Vehicles and other Emerging Technologies	1.0
March 6, 2019*	The View-City of Grandview Community Center Grandview, MO	Jason VanNice, KDOT Paul Plotas, Burns & McDonnell Kimberly Curry, Burns & McDonnell	Lewis and Clark Viaduct Transportation Management Plan (TMP)	1.0

May 9, 2019*	Deer Creek Golf Club Overland Park, KS	David Miller, City of Kansas City Ed Andres, Radmacher Brothers Excavating Tim Johnson, North Oak Focus Group Chair Tawn Nugent, TREKK	Panel Discussion: The different perspectives of the design-build project delivery method (Owner/Community/Contractor/Designer)	1.0
July 11, 2019	Olathe City Hall Olathe, KS	Ali Self, JE Dunn Andy Jones, JE Dunn	Transportation Management Plan (TMP) and lessons learned during construction of tunnel under Santa Fe Street in downtown Olathe, Kansas.	1.0
September 12, 2019	Cinzetti's Italian Market Restaurant Overland Park, KS	Triveece Penelton, Vireo	The Power and Impact of Words	1.0
November 14, 2019*	Nick and Jakes on Main Kansas City, MO	Griffin Smith, MoDOT Burt Morey, KDOT	MoDOT and KDOT Update	1.0
TOTAL				6

+ Joint Meetings. APWA KC Metro Chapter (March); WTS (November)

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



Kip Strauss, HNTB, discusses Autonomous Vehicles and other Emerging Technologies (January 2019)



A panel discusses the design-build project delivery method from the differing perspectives of the owner, the community, the contractor and the designer.
(May 2019)



Burt Morey, KDOT (left) and Griffin Smith, MoDOT (right) provide KCITE and WTS membership with a Missouri and Kansas Department of Transportation update.
(November 2019)

Community Awareness and Involvement Activities

As done for the past several years, in 2019, KCITE held the Harvesters Food Drive as part of our July Chapter meeting. Several years ago, to improve participation, the food drive was revamped from a collection of canned donations to monetary donations. An online method of donating has also been made available for members to donate to Harvesters as part of the registration for the July Chapter meeting. KCITE members came through with donating \$360.00 which helped pay for 1,080 meals in the Kansas City Metro Area (three meals for every \$1 in donations). We will continue to raise the bar each year anticipating even more donations in 2020.



Janelle Clayton, KCITE Secretary/Treasurer, presenting KCITE donation to Harvesters

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 are challenged to develop a City using SimCity, write an essay, build a physical model, and present to judges on the day of the competition. For the last ten years, the KCITE board has sponsored an award that recognizes an exemplary student team. The KCITE chapter awarded the “Technical Writing Award” to team Stem City from Kansas City Academy in Kansas City, Missouri.

The Future City competition was held January 26, 2019 at the University of Kansas in Lawrence, KS. Several chapter members participated as judges of essays prior to the competition or for models/presentations at the event. KCITE is proud to continue its involvement with this event on a yearly basis. The 1st place award went to Southwest Middle School in Lawrence, KS who competed at Nationals in Washington D.C. in February 2019.

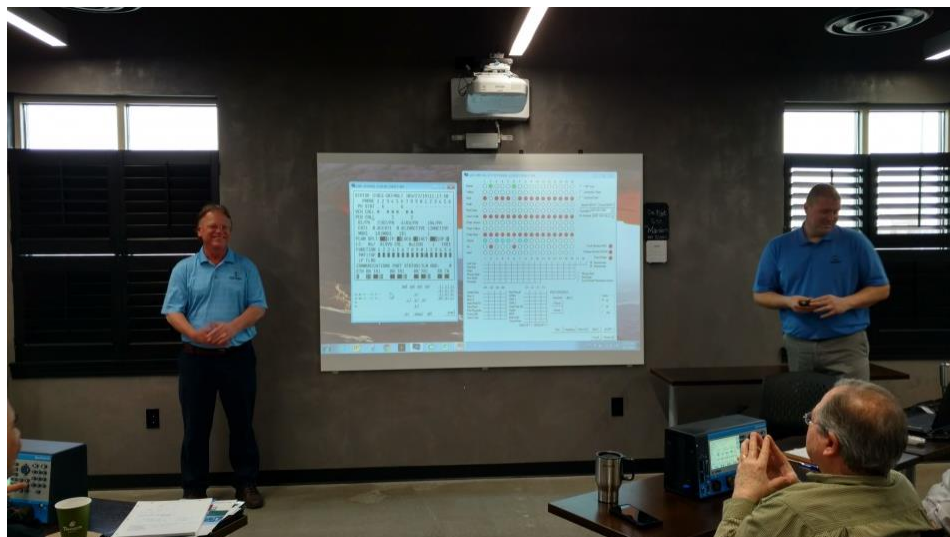
Technical Activities

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 per KCITE’s Policy Manual is to provide our members with the opportunity to receive at least 15 PDHs through chapter meetings (6PDHs) and training activities (9PDHs). All detailed information is located on our website.

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. KCITE has focused on workshop type training activities.

Below is a brief description of training, held in 2019, shown in the following table:

Event Date	Title	Location	Sponsors	PDH	No. of Attendees
March 27, 2019	Hands on Traffic Signal	TREKK	KCITE, TCC, TREKK	3.0	30
April 25, 2019	Training for Fiber Optics	Overland Park Fire Training Center	KCITE, OPKS	2.0	30
May 8, 2019	ADA/PROWAG Training	Overland Park City Hall	KCITE, OPKS	2.0	42
July 16, 2019	Roundabout and Non-Traditional Intersection Traffic Analysis	MoDOT	KCITE, MoDOT	2.0	23
TOTAL				9.0	125



Dave MacDonald and Jeff Carrier of Traffic Control Corporation lead a “Hands-On” Traffic Signal Training (March 2019)

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 2019, KCITE had 3 student affiliate members. Our goal is to increase our student involvement with KCITE in the future. We strongly encourage members of KCITE to support the student chapter's activities on campus (the student chapter meets regularly) and provide 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 at UMKC 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 KCITE can continue support of those students.

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.

Awards Program

In 2004, the Chapter established the KCITE Excellence in Transportation Award that is presented annually to an organization(s) in the categories of transportation planning, operations and facilities for an outstanding transportation project. Nominations are for projects completed in the previous year within the KCITE chapter boundaries. All submittals are submitted to MOVITE for regional award consideration. In 2019, KCITE selected the team of George Butler Associates and the Missouri Department of Transportation for the "US-50 at Missouri 291 South Interchange (Divergabout)" project.

2018 Excellence in Transportation Award Nominees:

- HDR and ITS Heartland - ITS Heartland's TSMO University Educational Program
- HNTB and KDOT – MAASTO Regional Truck Parking Information System
- GBA and MoDOT – US-50 at MO 291 South Interchange (Divergabout)

Chapter Website and Social Media Presence

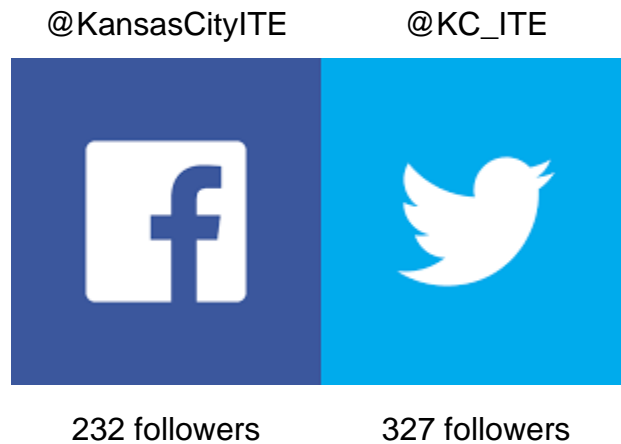
Beginning in 2013, KCITE entered into an agreement with a vendor called StarChapter to host and create a new website for the chapter. StarChapter markets its services to local volunteer run chapters of professional organizations. The service allows the board to conduct several of our different functions through the 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 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 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 through PayPal. 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.

The efforts taken to improve the KCITE website has been recognized by members and by MOVITE. In 2015 and 2016 MOVITE awarded KCITE with the “Best Chapter Website” award within the MOVITE region.

In 2015, KCITE embraced social media with LinkedIn, Facebook and live Twitter feeds during our meetings. Since then, we have continued to grow our social media presence with Twitter (@KC_ITE) having 1,028 “following” & 327 “followers” and Facebook (@KansasCityITE) having 232 followers where we share and retweet information related to transportation.



Coordination with MOVITE

In 2018, the OneITE initiative was announced. As part of this initiative, KCITE will be transitioning from a chapter to a section encompassing the state of Kansas plus twenty-five northwestern Missouri counties. This past year, the KCITE board has remained informed and involved in the MOVITE realignment discussions, and ensured membership stay motivated, connected and informed as well.

As a chapter and now transitioning to a section KCITE remains in the unique position of serving membership not only across multiple municipal and county jurisdictions but also in two states. With membership on both sides of the state line we can work with both the Missouri and Kansas state directors who coordinate with KCITE and provide a direct link to MOVITE. The KCITE board is committed to continuing the strong relationship we have had in the past with MOVITE and assisting the Directors in achieving the goals of MOVITE and KCITE.

Appendix

Electronic Appendix Contents:

- 2019 Budget and Financial Information - http://kcite.org/content.php?page=Annual_Budgets
- Chapter Meeting and Training Notices, Agendas and PDH's - https://kcite.org/meetinginfo.php?p_or_f=p&y=2019