



OTEFfield

Proposed Charter and By-Laws for OTEA as a District of ITE

by: Angelo Lombardo, P.E.



Since our last meeting in October of 2019, the OTEA Board of Directors has continued to meet and discuss the impact of the ONE ITE initiative on our organization. These efforts have resulted in a new Charter and set of By-Laws which are presented to you in this OTEFfield for your review in advance of a vote for possible adoption. You will find the Charter on Page 23 and the By-Laws on Page 7 of this OTEFfield. We will consider their adoption in an election scheduled for the spring of 2020.

At the heart of the ONE ITE effort is an examination of the membership experience - how ITE can enhance this experience, increase consistency, better meet member expectations, attract new members, and effectively support leaders, volunteers, and members across all levels of ITE. The goals are to:

- Deliver a consistent member experience – Every ITE member should have a reasonably consistent experience in terms of access to resources, connection to other members, leadership opportunities, fees paid, representation at the District and International level, etc.

- Provide effective member support – Reducing inconsistency, eliminating bureaucracy, and streamlining operations will enhance the quality of member services and value for membership.

- Ensure the long-term viability of ITE – ITE must differentiate itself from its competitors and be the association of choice. Having a clear and consistent “brand” is essential.

In a nutshell, our continuing relationship with ITE will require that OTEA become a District (we are currently a Chapter) and that our membership also join ITE. As you know, right now ITE membership is optional. Our members currently pay \$25 in annual dues to join OTEA. This fee is usually collected by OTEA as part of the spring meeting registration.

If we continue our relationship with ITE, the annual dues will increase to \$290 for publicly employed members (ITE - \$265 and OTEA - \$25) and \$310 for privately employed members (ITE - \$285 and OTEA - \$25). All fees will be collected by ITE. As an incentive, ITE is offering a transition phase where their portion of the annual dues is waived during the first year and discounted by 50% on the second year.

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A Message from the President

By: Alan A. Soltani, Ph.D., P.E.



I have enjoyed serving as the OTEA President this year. I would like to thank the great Board who was elected along with me and who were amazing to work with. I would especially like to thank Esther Shaw, Past President, for all her help and guidance throughout the year. We couldn't have done it without her. I would also like to thank the Board for their efforts in coming up with a list of excellent candidates for you to consider during this year's election.

This has been an eventful and consequential year. If approved by the membership, we will no longer be a chapter of MOVITE, instead we will transition to a section which will modify our bylaws to some extent. But please know and trust that the spirit of OTEA will always remain the same. After several questions and long discussions, the Board has approved new bylaws for presentation to the Members. Please take some time to review the new bylaws and let us know if you have any questions. Please note that

the structure of the Board will remain the same even under these new bylaws. The change to a section of MOVITE has not altered the Board's control over the funds existing in OTEA's account, which will continue to be utilized for the benefit of Oklahoma members.

We were in process of finalizing the Spring meeting when the COVID-19 pandemic showed up uninvited. The Board met earlier in the month (via teleconference to maintain appropriate social distance) and decided to cancel the meeting. The Hard Rock Hotel in Tulsa was understanding of the situation and allowed us to do so at no expense to OTEA. Remember to cancel your reservation if you made one. We now this crisis will end but cannot tell when. Just today, as I rewrite my original "President" column for the 2020 Spring OTEField, President Trump announced the extension of the social distancing guidance previously issued by the Center for Disease Control until April 30, 2020. We are hoping we can have a meeting in the Fall but it will depend on where we are as a nation in our battle against the coronavirus.

Please stay safe and at home if possible.

Alan A. Soltani, Ph.D., P.E.

2019-2020 OTEA Board President



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Proposed Charter and By-Laws for OTEA as a District of ITE

by: Angelo Lombardo, P.E.

(Continues from Page No. 1)

Only on the third year will OTEA members be required to pay the ITE annual membership dues in order to remain members of OTEA. Of course, anyone can attend an OTEA meeting regardless of membership status.

Also in this OTEField you can read from a letter prepared by the ITE Board of Directors that further explains the benefits of this

transition and re-structuring effort. You can find this letter on Page 18.

As I have stated on multiple occasions, OTEA will continue to be a relevant professional organization for transportation professionals in Oklahoma regardless of the outcome of our upcoming election and affiliation with ITE.



2019 Fall Meeting Finances

By: Angelo A. Lombardo, P.E.



Income & Expenses

	AMOUNT
INCOME	
Registration (119)	\$ 5,000.00
Total Income	\$ 5,000.00
EXPENSES	
Klein's Catering Service	\$ 1,313.71
Annual Dues (39 @ \$25)	\$ 975.00
Total Expenses	\$ 2,288.71
Net Income	\$ 2,711.29



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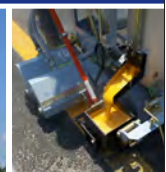
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OTEA as a Section of ITE

Proposed Bi-Laws



ARTICLE I – NAME AND PURPOSE

Section 1.1 - As granted and chartered by the Institute of Transportation Engineers, Inc., hereinafter referred to as “ITE”, {Name of District} District, hereinafter referred to as the District, the name of this organization shall be {Name of Section} Section, hereinafter referred to as the “Section”.

Section 1.2 - The mission and purpose of this Section shall be to:

- Support the overall goals and objectives of ITE;
- Support District activities and coordinate with the District in carrying out the Section mission and purpose;
- Financially support and coordinate with Chapters within the Section,
- Foster closer association of ITE members;
- Encourage members to share knowledge;
- Consider local transportation issues;
- Collaborate with other local transportation professionals on matters of common interest;
- Present points of view consistent with established ITE policies; and
- Support and mentor students and student chapters within the Section.

The Section shall be exclusively administered and operated to receive, administer, and expend funds for charitable and educational purposes within the meaning of Section 501(c) (3) or 501(c)(6) of the Internal Revenue Code of 1986.

Section 1.3 - The Section logo shall be developed by the Section Board, following guidance in the “ITE Logos and Specifications.” The authorized use of the ITE International logo shall be determined by ITE’s Executive Director.

Section 1.4 - This corporation is a nonprofit public benefit corporation and is not organized for the private gain of any person. It is organized for public purposes.

ARTICLE II – MEMBERSHIP

Section 2.1 - Any ITE member who resides within the geographic area designated for the Section in its Charter with ITE, and who is in good standing with ITE, shall be a member of the Section. Throughout these Bylaws, the term “resides” refers to the individual’s preferred ITE mailing address, either home, place of business, or educational institution.

Section 2.2 – Any ITE member who does not reside within the Section area may join the Section upon payment of the appropriate dues to ITE.

Section 2.3 – Section members shall be entitled to all the privileges of the Section except that Student Members may not vote or hold elective office in the Section.

Section 2.4 - Any Section member whose ITE membership has been forfeited shall also forfeit membership in the Section. Any Section member who is placed on inactive status by ITE shall also be placed on inactive status by the Section Board. Members will be reinstated to membership in the Section only if reinstated to membership in ITE.

ARTICLE III – DUES AND ASSESSMENTS

Section 3.1 - Annual Section dues shall be established by the Section Board and shall be billed by ITE at the time of billing ITE dues. At least 120 days prior to the beginning of ITE’s fiscal year, the Section shall notify ITE Headquarters of the amount established for Section dues for the following fiscal year.

Section 3.2 - The Section Board may not increase annual Section dues by more than 20 percent in any year without a vote of the Section voting membership following the procedures as specified in Article X - Amendments.

Section 3.3 - Special assessments proposed by the Section Board may not be applied without a vote of the Section voting membership following the procedures as specified in Article X - Amendments.

Section 3.4 – Any member whose dues are more than three months in arrears to ITE shall lose the right to vote. If dues become one year in arrears and their membership is terminated by ITE, by extension their membership to the Section is also terminated. Restoration of membership in the Section is contingent upon the clearing of arrears and membership reinstated by ITE.

Section 3.5 - All Honorary and Student Members of ITE shall not be liable for Section dues.

(Continues on Page No. 10)

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Oklahoma Transportation Commission approves Eight-Year Construction Work Plan

by: Randy Ellis

The Oklahoma Transportation Commission approved three separate planning documents Monday that identify its priorities for spending nearly \$8 billion over the next several years to improve Oklahoma's roads and bridges. An eight-year construction work plan was the largest of the three planning documents approved Monday. The rolling plan, which is updated and renewed annually, identifies the commission's priorities for spending nearly \$6.5 billion in federal, state and local funds over the next eight federal fiscal years.

In Oklahoma City, the plan calls for continuation of work already begun on the interchange between Interstate 44 and Interstate 235 in north Oklahoma City and the interchange of Interstate 35 and Interstate 240 in south Oklahoma City, said Tim Gatz, executive director of the Oklahoma Department of Transportation.

"We're also beginning to look at the Interstate 44 and I-40 interchange out here in west Oklahoma City," Gatz said. The condition of the bridge infrastructure and high volume of traffic present problems there, so the commission is beginning to "set the stage to do something with that large interchange," Gatz said.

"In the Tulsa metropolitan area, one of our major focal points is I-44 and U.S. 75," Gatz said. "That particular interchange ... is carrying a tremendous amount of traffic." The commission approved three separate engineering contracts totaling nearly \$11.6 million on Monday to prepare construction plans for various phases of the reconstruction of the I-44/US-75 interchange from I-244 to the other side of the Arkansas River in Tulsa.

Only one of those phases is currently scheduled to have construction begin within the eight-year plan, but doing them all at once makes for a smoother project and makes it easier to expedite the construction schedule if federal funds should become available, Gatz said.

The Oklahoma City and Tulsa interchanges will be among the largest projects, but the eight-year plan calls for work to be done on 1,396 projects throughout the state, Gatz said.

This year's eight-year plan focuses on three main priorities, he said.

For more than a decade the commission has made it a priority to reduce the number of structurally deficient and functionally obsolete bridges on the state highway system. That will continue to be a priority, Gatz said.

There were 1,168 structurally deficient bridges on the state highway system in 2004. That number had been reduced



to 132 by the end of 2018, officials said. Gatz said the goal is to reduce the number of structurally deficient bridges to less than 1 percent of the 6,800 bridges on the state highway system by 2020 and to keep it at that level.

To help accomplish that goal, 657 state bridges are scheduled to be replaced or undergo major renovations as part of the new eight-year plan.

Another focus of the plan will be improving two-lane highways in the state that have deficient shoulders, Gatz said.

Inadequate shoulders are a huge safety issue, with many accidents caused by tires dropping off the edge of the pavement and drivers overreacting, causing their cars to cross into oncoming traffic or roll, he said. To help address that problem, the eight-year plan calls for making improvements to 780 miles of shoulders along two-lane highways. The goal is to decrease the total miles of Oklahoma highways with deficient shoulders by 10% by 2023, Gatz said.

The third goal is to improve the condition of the state's highways, so the eight-year plan also calls for improving the condition of 3,131 lane miles of pavement so that they will be in good condition, Gatz said. The goal is to improve the amount of pavement miles in good condition by 10 percent by 2023, he said.

Helping to achieve that goal will be the state's four-year asset preservation plan for state fiscal years 2020 through 2023, which was the second of the three highway and bridge construction plans that the commission approved Monday.

(Continues on Page No. 11)

OTEA as a Section of ITE

Proposed Bi-Laws

(Continues from Page No. 7)

ARTICLE IV – OFFICERS AND BOARD

Section 4.1 - The elective officers of the Section shall be: President, Vice President, Public Sector Director, Private Sector Director and Contractor-Supplier Director. The Secretary-Treasurer will be elected by the Board from among the three Directors. Officers shall be elected annually for a term of one year and shall take office January 1. No member shall occupy the same elective office of President, Vice President, or Secretary-Treasurer for more than two consecutive terms. In addition, the Board will have a Section Administrator that will serve as an ex-officio member at the discretion of Board.

Section 4.2 - The voting members of the Section Board shall consist of the Elective Officers of the Section described in Section 4.1, the Past President and Section Representatives to the District Board. All members of the Section Board must be a voting member of the Section. No member shall occupy simultaneously more than one office on the Section Board and no member shall occupy the same elective office for more than two consecutive terms.

Section 4.3 - [insert number (at least 1 and a maximum of 2] Representative(s) from the Section shall serve on the District Board. These Section Representatives must be voting members of their respective Section Boards. Each Section Representative's term of office shall be for a period of [insert duration] year (s).

Section 4.4 – The Section shall elect Section Representatives to serve on the District Board in a manner as described in Article V – Nomination and Election of Officers.

Or

Section 4.4 – The Section Board shall assign the role of Section Representative(s) to the District Board as follows: insert one of the elected officers of the Section Board.

Section 4.5 - In the event of a vacancy occurring in the office of Section President, the unexpired term shall be filled by the Vice President. In the event of a vacancy occurring in any other elective offices as per Section 4.1, the Section Board, at its discretion, may appoint a Board member to fill the unexpired term or may choose to temporarily assign the respective duties of the vacant position among the remaining elected Section Board members. If a vacancy occurs in the office of Past President, the Past President whose term has most recently expired and who remains a member of the Section may fill the unexpired term.

In the event of a vacancy in the office of Section Representative, the Section shall fill the vacancy in the

manner prescribed in the Section's bylaws. However, if the Section fails to do so within 60 days, the District Board shall appoint a qualified member from the Section to serve out the unexpired term.

Section 4.6 - The Section Board shall report the names and addresses of its officers and the beginning and ending dates of their term of offices to the District Board within 30 days after their election or appointment.

ARTICLE V - NOMINATION AND ELECTION OF OFFICERS

Section 5.1 - The Section President shall appoint a Nominating Committee chaired by the immediate Past President of the Section.

Section 5.2 - The Nominating Committee shall nominate one or more qualified candidates for each office that is up for election. Written consent to accept office must be received from each person nominated.

Section 5.3 - Elections may be held by written ballot or electronically as prescribed in Article IX - Voting and Voter Eligibility, Section 9.2.

Section 5.4 - The timeline for the election of Officers and Representatives shall be as follows:

Section 5.4.1 – The date of the end of balloting will be determined by the Section Board in all instances.

Section 5.4.2 - The Nominations Committee shall transmit its list of nominees and their written consent to serve to the Section President who shall immediately transmit it to the Section Board at least seventy-five (75) days prior to the end of balloting.

Section 5.4.3 - At least sixty (60) days before the end of balloting, the Section shall announce to the members of the Section a list of the candidates nominated by the Nominations Committee.

Section 5.4.4 - Not later than thirty (30) days prior to the end of balloting, the Section shall send to each eligible voter a final ballot or electronic message with instructions for voting.

Section 5.4.5 - The votes shall be tabulated within ten (10) days from the end of balloting. The Section Board shall be informed immediately, followed by notification to the candidates.

(Continues on Page No. 13)

Oklahoma Transportation Commission approves Eight-Year Construction Work Plan

by: Randy Ellis

Continues from Page No.9



I-235 & I-44 Interchange construction on Oklahoma City

The asset preservation plan calls for spending \$482 million on nearly 400 projects. Those projects are designed to improve 2,500 lane miles of pavement and rehabilitate 85 bridges that are at risk of becoming deficient.

Also approved Monday was a plan to spend nearly \$1 billion over five years on county road and bridge projects that would be difficult for counties to handle on their own because of their size and complexity.

The updated County Improvements for Roads and Bridges plan calls for work to be done on 375 county bridges, 179 of which have been determined to be structurally deficient, as well as more than 800 miles of county roads. Twenty-nine of the planned bridge projects would use recycled bridge beams from Oklahoma City's old I-40 Crosstown Expressway.

Source: The Oklahoman, October 15, 2019



Interstate 35 Reconstruction in Oklahoma

AASHTO Warns FCC Of Risks If Safety Spectrum Not Preserved

The American Association of State Highway and Transportation Officials warned the Federal Communications Commission in a March 2 letter that permitting unlicensed devices to operate 5.9 gigahertz (GHz) wireless communication spectrum is “wrong and misguided” and will “put future safety and mobility improvements” at risk.

“Paramount to state DOTs is both eliminating the nearly 37,000 fatal vehicle crashes which occur on our roadways each year as well as the safe deployment of connected and automated vehicles,” the organization said in its 23-page letter. “Without the full 5.9 GHz spectrum available to use for connected vehicle technologies it will be significantly more difficult to eliminate these fatal vehicle crashes.”

In fact, the leaders of all 50 state departments of transportation, the District of Columbia, and Puerto Rico signed a letter to the FCC in August 2019 highlighting how critical it is to “continue our nation’s commitment to improving transportation safety” by reserving the 5.9 GHz wireless spectrum for transportation-only usage.

AASHTO also co-signed with 13 other organizations a separate letter sent to the FCC in November 2019 that, “with the tremendous potential to improve transportation safety and the growth in demand for vehicle-to-everything (V2X) services, it is essential that the entire 5.9 GHz band – all seven channels – be retained for V2X, and that all measures are taken to smooth the path for deployment.”

Despite those and other entreaties, the FCC voted unanimously in December 2019 to move forward with its



USDOT Secretary Elaine Chao

effort to open up the 5.9 GHz wireless spectrum to non-transportation usage – a move even opposed by U.S. Department of Transportation executives, including USDOT Secretary Elaine Chao.

“We believe it is very important to retain this bandwidth [for transportation] and the department is actively advocating the FCC to do so,” she said during her keynote speech at the Transportation Research Board’s annual meeting in January.

AASHTO also noted in its March 2 letter that the FCC’s proposal would leave “insufficient bandwidth” for effective deployment of the planned safety applications, such as V2X, and will delay operational deployments such technology by a minimum of two years but likely much longer.

“Dedicated spectrum allocation assures sufficient bandwidth is available for the exchange of safety-relevant vehicle operations data; for example, in collision warning and avoidance applications,” AASHTO argued.

“The public safety benefits of those applications are present only if communications supporting them can assure delivery of messages within the 100-millisecond timeframes needed for vehicular control decisions,” the group said.



Source: AASHTO Journal, March 6, 2020

OTEA as a Section of ITE

Proposed Bi-Laws

(Continues from Page No. 10)

Section 5.5 - The candidate receiving the highest number of votes for each office shall be declared elected. In case of a tie vote, refer to Article IX - Voting and Voter Eligibility, Section 9.6.

Section 5.6 - Terms of the elective officers, as per Article IV - Officers and Board, Section 4.1, and Section Representatives shall begin on January 1 and expire on December 31.

ARTICLE VI - GOVERNMENT

Section 6.1 - The Section President shall preside at meetings of the Section and of the Section Board. In the absence of the President, the Vice President shall preside at meetings and discharge the President's duties.

Section 6.2 - Official transaction of business at any Section Board meeting requires a quorum. A majority of the Section Board shall constitute a quorum. Once a quorum of the Section Board is established, the affirmative vote of a majority of the Section Board voting members in attendance shall be necessary to take any action. In case of a tie vote, the action is not approved.

Section 6.3 - The Section President shall be an ex-officio member of all committees, except the Nominating Committee.

Section 6.4 - The President, in concurrence with the Section Board, shall create committees and appoint chairs as may be desirable, with the approval of the Section Board.

Section 6.5 - The Section Board may establish a Section Administrator position. The Administrator shall have voice at all meetings of the Section Board and should be included in all Board communications but be a non-voting participant of the Board meetings.

Section 6.6 - The membership may, by petition to the Section Board, initiate a vote to determine if a Section officer shall be removed from office. The petition must include at least 20 percent of the eligible voters in the Section. Within 30 days after receipt of the petition by the Section Board, the following question shall be submitted to each voting member in the Section for vote by secret ballot: "Shall (Name) be removed from the office of (Office)"? Should the affirmative be carried by two-thirds majority, and at least 25 percent of the eligible voters cast ballots, the office shall be declared vacant and the vacancy filled in the manner consistent with these Bylaws.

Section 6.7 - The membership may, by petition to the Section Board, initiate a vote to determine if any action of the Section Board shall be rescinded. The petition must include at least 20

percent of the eligible voters in the Section. Within 30 days after receipt of the petition by the Section Board, the petitioned action shall be immediately suspended. The Board must either rescind the disputed action or within 30 days the following question: "Should the following action of the Section Board be rescinded"? must be submitted to the Section membership for a vote. Should the positive carry a majority, and at least 25 percent of the eligible voters cast ballots, the Board action will be rescinded.

Section 6.8 - The Section Board should establish and maintain a Section Procedures Manual for conducting the business of the Section. Such procedures should be in writing and should be contained in a manner available for viewing by members of the Section. Procedures may be established or modified by a majority vote of Board members. Board Procedures may not be in violation of the Bylaws. Once established, they should guide the actions of the Board and the Section as long as they are applicable.

ARTICLE VII - MEETINGS

Section 7.1 - There should be an organizational meeting of the Section Board and its committees to plan the new year's administrative functions of the Section including development of line item budgets, preparation of a calendar of meetings, establish committee chairs and discuss any initiatives or other pertinent matters necessary for the conduct of the section.

Section 7.2 - Technology such as emails and/or telephone or video conference calls may be employed for transacting business and increasing participation of board members at all Section Board meetings.

Section 7.3 - The Section President may call unanticipated additional meetings of the Section Board, via conference call, as need dictates or upon receipt of a petition signed by the majority of the other members of the Section Board.

Section 7.4 - There shall be a minimum of two meetings of the Section each year, one of which shall be the Annual Meeting. The Section Board shall set the date, time and place of regular Section meetings.

Section 7.5 - Robert's Rules of Order shall govern the conduct of Section Board meetings in all cases to which they are applicable and not in conflict with ITE's Constitution, other procedural rules of the Section Board, and these Bylaws.

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Don't Give Up at the Intersection: NACTO Releases Best Practices for Next-Generation Street Intersection Design



The National Association of City Transportation Officials (NACTO), an organization that represents 71 major cities in North America, today released best practices for next-generation intersection designs that save lives and make walking and biking more comfortable for people of all ages and abilities. The new guidance, *Don't Give Up at the Intersection*, expands the groundbreaking NACTO Urban Bikeway Design Guide with new diagrams detailing intersection design treatments and signal strategies that reduce vehicle-bike and vehicle-pedestrian conflicts.

The guidance, funded by Knight Foundation, uses three principles to enhance safety at the intersection, where conflicts between street users are most frequent:

- **Reduce turning speeds:** Drivers yield more frequently to people walking and biking when speeds are low. Lower speeds give drivers more time to stop if needed, and reduce the severity of collisions when they occur.

- **Make bikes and pedestrians visible:** Setting back the bikeway crossing, installing recessed (early) stop lines for motor vehicles, and building raised bikeway crossings all make it easier for drivers to see people using the bikeway or the sidewalk.
- **Give bikes the right of way:** People on bikes crossing a busy intersection need clear priority over turning motor vehicles. Signal phasing strategies including leading bike intervals, bike scrambles, and protective-permissive signals reduce conflicts and enhance the safety of bikes at the intersection.

Don't Give Up at the Intersection diagrams best practices for:

- **Protected intersections,** which keep bicycles physically separate from motor vehicles up until the intersection, with greatly reduced crossing distances, improved sightlines, and dramatically safer results on the streets where they have been installed;
- **Dedicated intersections,** which give people on bikes a dedicated path through intersections with corner wedges, pedestrian safety islands, and bike signal phasing; and
- **Minor street crossings,** where compact corners, raised crossings, and clear approach sightlines can be used to encourage drivers to yield to people in the bikeway or the crosswalk.

The guidance also details signal phasing strategies that enhance safety, while maintaining or improving street capacity and compliance on all modes. Best practices covered include implementation strategies, from quick-build to permanent techniques, allowing cities to rapidly design and implement projects and make changes before casting designs permanently in concrete.

“Our cities are facing the urgent task of reducing greenhouse gas emissions from transportation, and making biking safer and more comfortable is key to a climate-positive future,” said Corinne Kisner, Executive Director of NACTO. “People will bike if they have safe places in which to do so. Making intersections safer is essential for creating inviting bike networks for people of all ages, backgrounds, and abilities.”

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Don't Give Up at the Intersection: NACTO Releases Best Practices for Next-Generation Street Intersection Design

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"A bike lane is only as good as its weakest intersection," said Kate Fillin-Yeh, NACTO's Director of Strategy. "Starting with the title, NACTO's newest guidance product, Don't Give Up at the Intersection, helps officials, planners, and engineers design safe, comfortable facilities at the most difficult points."

"Under our Vision Zero initiative, New York City has led the country by creating more and safer bike lane miles - including over 100 miles of fully protected bike lanes in the last five years," said New York City Transportation Commissioner Polly Trottenberg. "However, we have discovered that intersections, where the vast majority of serious bicycle-involved crashes happen, create some of the most persistent design challenges. We are proud that the NACTO guidance being released today builds on the Cycling at a Crossroads study we released last year and are certain it will help direct cities and localities how to make the kind of sensible, inexpensive, and lasting changes that can make intersections across the country safer for all users."



"NACTO publications like the Urban Street and Urban Bikeway Design Guide have been enormously helpful for San José as we have improved the safety and comfort of our streets in recent years," said John Ristow, San José's Director of Transportation. "The new intersection guidance is a welcome addition as cities like ours make those crucial, and often tricky, connections that turn better bikeways and sidewalks into cohesive networks."

"Intersections are where people walking, biking, and driving interact most. Making these locations as safe as possible is a key element of our Vision Zero commitment," said Joseph Barr, Cambridge's Director of Traffic, Parking, and Transportation. "NACTO's new intersection design guidance gives cities like Cambridge direction on how to approach some of the most complex pieces of our street networks and make the best use of the space on our streets."

"Comfortable, safe, and efficient bikeway intersections designed for people of all ages and abilities are critically important for getting more people to bike in our cities," said Luann Hamilton, Deputy Commissioner of the Chicago Department of Transportation. "NACTO has developed an essential design guide for intersections of all shapes and cities of all sizes. Chicago looks forward to using this guidance as we continue to expand our network of high-comfort bikeways."

"We're excited to be a part of this important collaboration with other NACTO Cities advancing intersection design practices across North America," said Lon LaClaire, Vancouver's Director of Transportation. "Improving intersections is a critical part of moving towards our goal of zero fatalities and serious injuries, and this guidance

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- The OTEField is intended to inform and create discussion in our profession.
- Contributions from any person are welcomed.
- The information presented in this newsletter does not necessarily reflect the views of O.T.E.A.
- Any product mentioned is not endorsed by O.T.E.A.
- Opinions must be signed by the writer and may only reflect the writer's views.
- The OTEField's reserves the right to edit any material which it considers malicious or slanderous.
- Send articles, comments or suggestions to Angelo Lombardo, Editor, 4405 Trophy Drive, Norman OK 73072 or E-Mail at OTEFIELD@sbcglobal.net.

ITE Releases Recommended Practice for Traffic Signal Change and Clearance Intervals



This month, ITE released the Recommended Practice Guidelines for Determining Traffic Signal Change and Clearance Intervals. The goal of this guidance is to create a consensus methodology for calculating and evaluating traffic signal change intervals that can be consistently implemented by transportation agencies. In conjunction with the recommended practice, ITE has released the following list of FAQs explaining the methodology, timing, equations, and other elements behind the recommended practice.

Who developed the Recommended Practice?

The Recommended Practice was developed by a volunteer committee consisting of subject matter experts (SMEs), supported by a separate SME review panel and ITE staff. These individuals are listed in the front of the Recommended Practice document.

When did the update process start? How long did the process take? Why did it take so long?

The process started in 2007 and was completed in late 2019. The long duration was due to several contributing factors and occurrences, which included the completion of a related National Cooperative Highway Research Program report, the receipt of comments that required multiple review cycles to resolve, volunteer and ITE staff availability, and the overall complexity of the topic.

Does this new document replace an existing Recommended Practice?

No. Although several ITE technical publications contain guidance on this subject, ITE has not, up to now, had an

adopted set of recommended practices on traffic signal change and clearance intervals.

What significant changes to current practices are contained in this new document?

While this is not an exhaustive list, the major changes to recommended practice are:

- Use of the extended kinematic equation rather than the traditional kinematic equation as the basis for calculating yellow change intervals.
- An increase in the recommended maximum change interval to seven seconds for left turning movements.
- No separate recommendation for right turning movements is included.
- Use of measured primary speed data is preferred whenever possible, however an approach for estimating approach speeds is offered if this data is not available.
- The Recommended Practice does not cover enforcement actions to address red light running, but cautions that zero tolerance enforcement is inappropriate due to the wide variety of factors and assumptions that are involved in calculating and implementing yellow change intervals.

What is the difference between a change interval and a clearance interval?

The change interval is the time provided to a driver after seeing a yellow indication to decide 1) to proceed through the intersection with sufficient time to enter, or 2) to come to a stop at the intersection. The clearance interval is the time provided for the vehicle to clear the intersection before a conflicting green indication is displayed. In the vast majority of U.S. States and Canadian provinces and territories, the change interval is provided by the yellow time and the clearance interval is provided through “all red” time. The ITE Recommended Practice is written from this perspective. In states with more restrictive laws (which require all vehicles come to a stop before entering the intersection once a yellow indication is displayed) both the change and clearance intervals are provided through the yellow indication.

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OTEA as a Section of ITE

Proposed Bi-Laws

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ARTICLE VIII – SECTIONS AND CHAPTERS

Section 8.1 - The Section Board may issue Charters establishing Chapters within its area upon the written request of voting members residing in a proposed Chapter area. The Charter shall be in a form approved by the International Board of Direction. The Section Board may rescind any Charter in the manner provided in such Charter.

Section 8.2 - The Section shall financially support and coordinate with any Chapters established within its area.

Section 8.3 - The Section shall support and coordinate with any Student Chapters established within its area

Section 8.4 - If the Charter for a Chapter is under consideration for revocation, the appropriate Chapter leadership must be notified in writing of the contemplated action a minimum of 30 days prior to the Section Board meeting in which the revocation of the Charter will be discussed. Chapter leadership has the right to appear in person before the Section Board to discuss the proposed revocation of the Charter. If a Charter is revoked, the revocation date is at the discretion of the Section Board.

ARTICLE IX – VOTING AND VOTER ELIGIBILITY

Section 9.1 - Any member of ITE in good standing, excluding student members, shall have voting privileges in the Section if they meet the requirements in Article II-Membership.

Section 9.2 - Voting for elective positions, increased dues when required, special assessments, amendments to these Bylaws, petitions to amend the Section Charter, and other matters so designated by the Section Board shall be by secret ballot. The exact methods, written or electronic, used to conduct elections including ensuring secrecy and validation of votes shall be as prescribed and approved by the Executive Committee.

Section 9.3 - The timelines for voting shall be as indicated in Article V - Nominations and Elections of Officers and Article X - Amendments of these Bylaws.

Section 9.4 - The Section President shall appoint a Tellers Committee.

Section 9.5 - Final ballots returned by eligible voters to the designee of the President or the tabulated electronic results shall be reviewed by the Tellers Committee. The Tellers Committee shall report the results to the Section President.

Section 9.6 – Except as stated elsewhere within these Bylaws, the candidate, resolution or petition receiving the highest number of votes, during a membership vote, shall be declared elected or approved. In case of a tie vote, the Section Board shall make the final decision. In the case of a tied election, the outgoing Section Board, excluding any Board member who is a candidate for the position subject to a tie vote, shall select one of the candidates. In the case of amendments, increasing dues by more than the maximum specified in Article III - Dues and Assessments, Section 3.2 and special assessments, the adoption provisions of Article X - Amendments shall apply.

ARTICLE X – AMENDMENTS

Section 10.1 - Proposals to amend these Bylaws, increase the dues by more than the maximum specified in Article III-Dues and Assessments, Section 3.2, or apply special assessments may be made by resolution of the Section Board or written petition of at least five percent of the voting members of the Section.

Section 10.2 – Bylaws of the Section may be amended after adoption by an affirmative vote of two thirds of the Section Board. Amendments to the Bylaws so adopted shall be filed with the District within 30 days after adoption and shall take effect in accordance with the Section Charter. At the Board's discretion, the amendment can instead be put up to the full membership for a vote according to the procedures outlined in Section 10.3

Section 10.3 – Any proposal to increase Section dues by more than the maximum specified in Article III - Dues and Assessments, Section 3.2 or apply special assessments must be submitted to the voting membership and shall be on the agenda of the next succeeding Section Meeting occurring not less than 30 days subsequently. Such proposals may be amended by majority vote of the members present at the meeting in any manner pertinent to the original proposal. The proposal, in form as amended, shall be submitted within 30 days after the meeting to the qualified voters and voted upon not less than 30 nor more than 45 days after such submission. An affirmative vote of 2/3 of all ballots cast by qualified voters shall be necessary for the adoption of such proposals.

ONE ITE INITIATIVE

A Message from the ITE Board of Directors

Dear ITE Members:

The ONE ITE initiative is taking the first comprehensive look at the structure and operation of the Districts, Sections, and Chapters in more than 30 years. Over time, ITE has evolved into a loose federation of semi-autonomous entities operating with inconsistent size, boundaries, dues, governance structures, leadership opportunities, member representation, and member involvement. This has impacted the ITE “brand” and what it means to be an ITE member. Until 2016, membership growth and participation were declining, younger professionals were seeking out other associations, financial resources were dwindling, and the reputation of our organization was diminished within the profession.

Over the last three years ITE has turned a corner with membership exceeding 15,000 for the first time in a decade, annual meeting attendance doubling from 2015, finances rebounding, young leaders rising through the organization, and increasing recognition and relevance in our industry through the establishment of major new initiatives in key technical areas. To ensure the long-term sustainability of ITE, the Board of Direction has recognized the need to examine and update all aspects of the ITE experience. This type of strategic effort is necessarily being led by the ITE Board of Direction (IBOD) with support from the ITE CEO and staff and engagement of local leaders and members.

The IBOD has moved forward a comprehensive set of actions that are not directed at any one District, Section, or Chapter (D-S-C), but rather seek to make improvements across ITE. The IBOD has:

- Adopted new definitions for Districts, Sections, and Chapters.
- Adopted a new Canadian and International dues structure to create a more consistent overall dues framework.
- Initiated efforts to update all D-S-C charters and bylaws to be in compliance with the current Constitution and adopted D-S-C definitions. Draft District charters and model bylaws have been shared with District leadership for comment.
- Developed a proposal for an Affiliate Membership transition plan.
- Initiated discussion with Florida District on reorganization of Sections and Chapters.
- Worked with Midwestern and Great Lakes Districts and MOVITE Section on the development of an MOU to support creation of a MOVITE District and “new” Great Lakes District.
- Identified the opportunity to create one or more new Districts in the West.

The ONE ITE effort has been underpinned by a deliberative process carried out by the IBOD representing all ITE Districts and

has involved communication and engagement with ITE members and local leaders.

The roots of the effort started with the appointment of a Strategic Initiatives Task Force in 2016, led by ITE Past President Steve Gayle and LeadershipITE graduate Dale Bracewell. This task force, including a cross-section of members, identified a number of ways that ITE could improve opportunities for meaningful leadership experiences, industry partnerships, technical expertise, and career development.

A follow-up committee led by Steve Gayle developed a new ITE Strategic Plan 2018–2020 that was approved by the IBOD, widely distributed to members in late 2017, and is available on the ITE website. A key goal identified in this plan was to create a more consistent member experience.

In January of this year, ITE President Michael Sanderson established a ONE ITE Task Force led by Dan Beaty, Florida International Director, to identify opportunities to deliver a more consistent member experience, provide more effective member support, and ensure the long-term viability of ITE.

While the task force was working to address specific issues, Michael communicated the intent of the ONE ITE effort through his column in ITE Journal and at presentations and Town Hall sessions at every ITE District meeting.

In May, the ONE ITE Task Force presented initial recommendations to the IBOD and the board took several actions to move this initiative forward. Two webinar sessions were held with more than 100 ITE leaders at the District, Section, and Chapter level in July to keep them apprised of the direction of the ONE ITE effort.

In early August, Michael sent a letter to all ITE members outlining the direction and content of the ONE ITE effort and provided a link to the recording of one of the ONE ITE webinars providing significant detail. He followed with a ONE ITE communication to all District, Section, and Chapter leadership providing updates after the August IBOD meeting.

In mid-August, in conjunction with the ITE Annual Meeting, a new ONE ITE webpage was created as part of the ITE website redesign. This page provides a one-stop shop for information for members including links to key documents and a mailbox—ONEITE@ite.org where members can provide feedback to the ONE ITE Task Force.

The IBOD has been providing the strategic leadership necessary to position ITE for continued success and future growth. This includes proposals for realignment in three of our Districts. Significant work must now be done in collaboration with local leadership and membership in each of these Districts.

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ITE Releases Recommended Practice for Traffic Signal Change and Clearance Intervals

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How are differing driver characteristics and capabilities (old, young, aggressive, conservative) considered in these recommendations?

Drivers can exhibit a wide range of possible behaviors that affect calculation of traffic signal change and clearance intervals, from aggressive to conservative, faster to slower driving speeds, faster to slower perception and reaction times, etc. The recommended practices are based on the behavior of “reasonable” drivers (the vast majority), but not necessarily the behavior of all drivers.

What is the primary difference between the kinematic equation and the extended kinematic equation?

The primary difference is that the extended kinematic equation includes an additional term to account for the slowing that occurs as a turning vehicle approaches an intersection.

How will use of the extended kinematic equation affect change intervals calculated for turning movements?

This will vary by location, but in general change intervals (yellow times) calculated using the extended kinematic equation will generally be slightly longer than change intervals calculated using the traditional kinematic equation at lower approach speeds and more significant at higher approach speeds. For example, for a 30 mph approach speed, with all other standard assumptions, the traditional kinematic equation will calculate a change interval of 3.2 seconds while the extended kinematic equation will calculate 3.9 seconds, a difference of 0.7 seconds. For a 50 mph approach speed, the traditional kinematic equation calculates a change interval of 4.7 seconds while the extended kinematic equation calculates 6.9 seconds.

If left turn vehicles are slowing to turn, why is the yellow time longer? This seems counterintuitive.

Picture a roadway with a one lane approach accommodating both through and turning movements. There is a critical distance from the intersection where a driver is equally likely to stop or proceed if a yellow indication is displayed. The driver traveling through the intersection that decides to proceed will maintain speed, and the yellow time calculated using the extended kinematic equation is the same as that calculated using the traditional kinematic equation. The driver that is turning left and decides to proceed will need to decelerate to comfortably make the turn. Doing so will lengthen the amount of time needed to enter the intersection before the red indication is displayed. The extended kinematic equation provides this additional yellow time. At low approach speeds the difference in the yellow time needed by through and turning vehicles is small, however, at higher speed approaches it can be more significant.

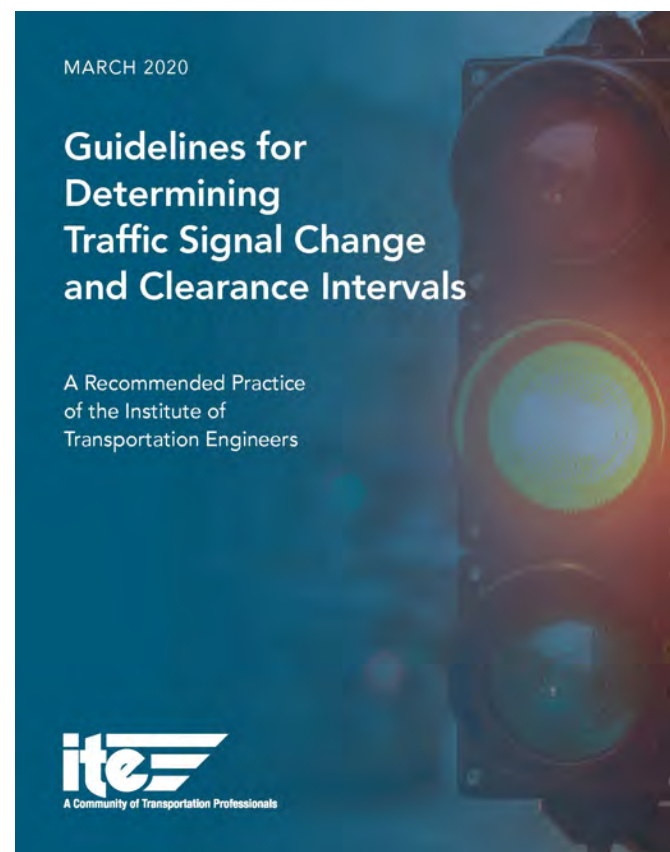
How will use of the extended kinematic equation affect change intervals calculated for through movements?

For through movements, there would likely be no change to previously calculated values. The extended kinematic equation reduces to the traditional form of the kinematic equation when the intersection entry speed is set equal to the intersection approach speed (i.e. no slowing for through vehicles approaching the intersection).

What are the practical considerations in determining the appropriate change and clearance interval?

Determining appropriate change and clearance intervals is a process of trying to account for a range of possible driver behavior, mix of traffic (cars, trucks, etc.) and other users, traffic movements (through or turning), intersection geometry, and other factors. The goal is to provide change and clearance intervals that focus on safety for all users, but also do so in a practical manner.

Why is there no specific recommendation for right turn movements?



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ITE Releases Recommended Practice for Traffic Signal Change and Clearance Intervals

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There is limited research on the complex nature of driver behaviors, interactions, and theoretical formulations for right turn maneuvers and some elements of these factors are not completely understood. As a result, ITE did not feel comfortable in offering separate recommendations for right turning movements. In our judgement the recommended calculation procedures for through and left turning movements will safely accommodate right turning vehicles. However, additional research has been recommended by ITE on the topic of right turn movements.

There is a 7 second maximum time recommended for the change interval for turning movements, even if the formula calculates a higher number? Why?

Transportation professionals have long been concerned that change intervals that are long in duration increase the likelihood that more familiar drivers will decide to continue through the intersection, potentially creating conflicts with unfamiliar drivers and other system users. The Manual on Uniform Traffic Control Devices (MUTCD) contains a longstanding guidance statement that yellow time should not exceed 6 seconds. Recommending a 7 second maximum yellow time for turning movements is an acknowledgement that turning vehicles which do not stop when a yellow indication is displayed may need a longer time to enter the intersection, but there is a practical limit to how much additional time should be provided in order to avoid the worst of the potential adverse effects of longer yellow times. Using the default assumptions the 7 second maximum accommodates use cases up to 50 mph encompassing the vast majority of intersections.

Is the maximum change interval for through movements also 7 seconds? Is there a minimum recommendation for the change interval? How about for the clearance interval?

No. For through movements, the recommended maximum change interval is 6 seconds and the recommended minimum change interval for both through and turning movements is 3 seconds. This is consistent with the MUTCD guidance statement for 3 to 6 second change intervals. For all red clearance intervals, both the ITE Recommended Practice and the MUTCD recommend a maximum of 6 seconds, if used. There is no recommended minimum time for an all-red clearance interval, if used.

How do you adjust for upgrade or downgrade slopes on approaches at an intersection?

A simple factor has been added to the extended kinematic equation to reflect upgrade or downgrade slopes on approaches at an intersection. This factor will add a small amount of time to the change interval for downgrades and subtract a small amount of time for upgrades.

What is the 85th percentile speed? How is it calculated?

The 85th percentile speed in a free flowing traffic stream with a typical distribution of driver behavior is the speed value that 15%

of drivers exceed and 85% of drivers travel at or below. This speed is widely considered to be the speed that captures all "reasonable" drivers. It should be determined periodically for all approaches to an intersection. 85th percentile speed is calculated by collecting speed data for vehicles over a period of time, arraying the data by value, and determining the speed breakpoint that divides the fastest 15% of vehicles from the 85% of slower vehicles.

Where and how should approach speed and intersection entry speed be measured?

Approach speed is the 85th percentile approach speed as determined under free-flow conditions, if known or as determined by a speed study. The 85th percentile approach speed should be measured on the intersection approach, upstream of the area of influence of the intersection operations. Intersection entry speed should be measured at the point where the approaching vehicle crosses the stop line (if none, the nearest side of the crosswalk, if none the extension of the curb line or edge of roadway of the near side of the cross street). The speed used is suggested to be the 85th percentile of intersection entry speed data collected. Speeds may be measured using traditional data collection methods such as radar, lidar, video, or paired road tubes. Alternatively, certain types of traffic signal detectors measure passage speed mid-block and/or near the intersection threshold and can yield a reasonable approximation of the approach speeds depending specific location.

I understand that the extended kinematic equation has been used to calculate change and clearance intervals in few, if any, real-world locations. Why is ITE recommending use of a method that has so little implementation experience?

ITE believes that the extended kinematic equation has a sound theoretical basis for use in calculating change and clearance intervals for through and left turn movements (in fact, for through movements, the extended kinematic equation reduces to the more familiar traditional kinematic equation). We believe its use will result in slightly longer but more appropriate change intervals for left turning movements, which should enhance safety. ITE will seek to monitor real world experience with the extended kinematic equation to capture user experience, including any concerns or unintended consequences.

I understand that at least some of the Recommended Practice was developed through a survey. Who took the survey and how many people responded?

The survey, which was designed to identify differences and similarities in methods and factors used in current traffic signal change interval practices by public agencies, was distributed to about 2,000 transportation professionals employed by public agencies in 2009. A copy of the survey is included in the Recommended Practice. About 270 responses to the survey were received.

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Beyond COVID-19

By: Angelo A. Lombardo, P.E.

On February 26, 2020, my oldest daughter Alicia gave birth to her first child and my third grandchild - a healthy boy who they named Luca Henry Stem. My wife and I drove to DFW that afternoon and visited Luca and my daughter at the hospital in Grapevine, Texas. Later that night, as I was getting ready to go to bed, I turned on the TV and heard the bad news: "the Centers for Disease Control and Prevention (CDC) confirmed the first case of COVID-19 in a patient in California with no travel history to an outbreak area, nor contact with anyone diagnosed with the virus." It was suspected to be the first instance of local transmission in the United States. Within days, Oregon, Washington and New York soon reported their own cases of possible community transmission.

I had been worried about the coronavirus and the impact COVID-19 was having on the people of Italy. I have many friends and family members that live there. Fortunately, all of them are in the southern part of the country, which has not yet seen the surge in infections that the northern region of Lombardy is experiencing right now.

For three months I have watched the spread of virus in Asia and Europe, hoping that we would be spared as a nation... and then the inevitable. Like many, I am worried about my parents, spouse, children, grandchildren, friends, coworkers and colleagues. I am worried about the world as we know it.

It is amazing how life can change in the blink of an eye. How our priorities, plans and dreams can take an unanticipated turn and be put on hold. I was scheduled to close on my house on April 10, retire later that month and move to Texas to be closer to my children and grandchildren. And then came COVID-19... Now everything is on hold, and like many, have made adjustments to my plans and priorities in life.

The last two weeks have been surreal with restless nights and a heavy heart. First it was social distancing and then I had to tell my employees to go home and shelter in place while only maintaining a skeleton crew to continue to provide essential services. I was unable to put into words how I was feeling until last Friday, when I heard Pope Francis speak at a blessing he gave to the World from Rome. It was eery to see the Pope walk the steps of Saint Peter Square with no people present. He described our situation like this:

"For weeks now it has been evening. Thick darkness has gathered over our squares, our streets and our cities; it has taken over our lives, filling everything with a deafening silence and a distressing void, that stops everything as it passes by; we feel it in the air, we notice in people's gestures, their glances give them away. We find ourselves afraid and lost."

As I listened, I saw myself in that darkness, afraid and lost. But then the Pope reminded me that I am not alone. I share his words in hopes that you too can find comfort in midst of this uncertain time.

"The Lord asks us and, in the midst of our tempest, invites us to reawaken and put into practice that solidarity and hope capable of giving strength, support and meaning to these hours when everything seems to be floundering. The Lord awakens so as to



reawaken and revive our Easter faith. We have an anchor: by his cross we have been saved. We have a rudder: by his cross we have been redeemed. We have a hope: by his cross we have been healed and embraced so that nothing and no one can separate us from his redeeming love. In the midst of isolation when we are suffering from a lack of tenderness and chances to meet up, and we experience the loss of so many things, let us once again listen to the proclamation that saves us: he is risen and is living by our side. The Lord asks us from his cross to rediscover the life that awaits us, to look towards those who look to us, to strengthen, recognize and foster the grace that lives within us. Let us not quench the wavering flame (cf. Is 42:3) that never falters, and let us allow hope to be rekindled."

"Why are you afraid? Have you no faith"? Dear brothers and sisters, from this place that tells of Peter's rock-solid faith, I would like this evening to entrust all of you to the Lord, through the intercession of Mary, Health of the People and Star of the stormy Sea. From this colonnade that embraces Rome and the whole world, may God's blessing come down upon you as a consoling embrace. Lord, may you bless the world, give health to our bodies and comfort our hearts. You ask us not to be afraid. Yet our faith is weak and we are fearful. But you, Lord, will not leave us at the mercy of the storm. Tell us again: "Do not be afraid" (Mt 28:5). And we, together with Peter, "cast all our anxieties onto you, for you care about us" (cf. 1 Pet 5:7)."

I feel fortunate to know you and consider many of you friends. I will miss not spending time with you at our spring meeting and look forward to the next time we meet. Until then, practice social distancing and be safe. Please know of my prayers for your and your families during this uncertain time.

Happy Easter!

ITE Releases Recommended Practice for Traffic Signal Change and Clearance Intervals

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What other information / evidence was considered in developing the Recommended Practice?

In addition to the survey, the development of the Recommended Practice relied on an extensive review of existing literature, expertise and experience from involved subject matter experts, input from transportation professionals gathered at ITE meetings, through webinars and other outreach activities, and comments received through several review and appeals cycles as the Recommended Practice was being developed.

What were the opportunities for input and comment on this Recommended Practice before it was finalized?

A draft of the proposed Recommended Practice was published for comment in February 2015 and extensive comments were received and largely resolved. Notices of Intent to Adopt the Recommended Practice were published and the draft report was available for comment in September 2018 and May 2019. Appeal of several specific items were received each time and resolved, the last eight items through an Appeals Panel meeting held in August 2019.

I understand that some of the recommendations resulted from an appeals process. How does that process work? What issues were appealed? How did input from the appeals process influence the final content of the Recommended Practice?

The final step in the adoption of an ITE Recommended Practice is the opportunity for individuals or agencies to appeal the content of specific provisions. In this case, 5 appellants appealed 8 specific issues, which were reviewed by a 3 person panel of uninvolved subject matter experts who heard verbal

arguments from the appellants and a representative of the Technical Committee. The appeals panel decided four issues in favor of the appellants and four in favor of the Technical Committee. On the most significant issue where the appeals panel found in favor of the appellants, ITE was directed to reconsider the inclusion of the extended kinematic equation for tuning movement change interval calculations.

I keep hearing the term “dilemma zone” used when this topic is discussed – what is that?

In general, the “dilemma zone” refers to a portion of the intersection approach where a driver can neither comfortably stop nor continue through the intersection before the end of the yellow change interval, and thus is faced with a “dilemma.” The goal of a well-timed yellow change interval is to eliminate the dilemma zone by allowing sufficient time for a driver deciding to continue through the intersection to enter the intersection before the signal turns red or stop safely. It should be noted that yellow change intervals established based on the procedures of the Recommended Practice eliminate the dilemma zone, but there will always be an indecision zone because different drivers respond differently to the same set of circumstances.

Are use of recommended practices mandatory?

No. ITE recommended practices are voluntary standards that may be adopted, in whole or in part, or not used at the discretion of segments of the transportation profession to which they are directed (public agencies which own and operate traffic signals in this case)

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OTEA as a Section of ITE

Proposed Charter

ARTICLE I - PREAMBLE

Section 1.1 - As authorized by the Constitution of the INSTITUTE OF TRANSPORTATION ENGINEERS, INC., hereinafter referred to as ITE, {NAME} District, hereinafter referred to as the District, as recorded in the minutes of the District Board meeting on {INSERT DATE}, and as approved by the Board of Direction of ITE as recorded in the minutes of its meeting on {INSERT DATE}, grants this Charter for the {Name of Section} Section of the Institute of Transportation Engineers, hereinafter referred to as the Section.

Section 1.2 - This Charter shall be effective upon ITE approval and shall remain in effect, including any amendments, until rescinded by the District Board.

Section 1.3 - This Charter shall, on the date it becomes effective, supersede any previous charter or constitution of a Section enrolling members from the designated area and shall annul any bylaws of such a Section which may be in conflict with it.

ARTICLE II - AREA AND PURPOSE

Section 2.1 - The area designated as that of this Section shall be the {INSERT AREA}, or as the area shall be established from time to time by the District Board, or as the area shall be established from time to time as an outcome of amendments to the area designated as the District by the International Board of Direction.

Section 2.2 - To assist in advancing the purposes shown below, this Section shall be exclusively administered and operated to receive, administer, and expend funds for charitable and educational purposes within the meaning of Section 501(c)(3) or 501(c)(6) of the Internal Revenue Code of 1986. The purpose of this Section shall be to:

- Serve as the primary affiliation for ITE members at the local level;
- Support the overall goals and objectives of ITE;
- Support District activities and coordinate with the District in carrying out the Section mission and purpose;
- Financially support and coordinate with Chapters within the Section;
- Foster closer association of ITE members;
- Encourage members to share knowledge;
- Consider local transportation issues;
- Collaborate with other local transportation professionals on matters of common interest;
- Present points of view consistent with established ITE policies;
- Support and mentor students and student chapters within the Section.

Section 2.3 - This Section is organized exclusively for charitable and educational purposes within the meaning of

Section 501(c)(3) or 501(c)(6) of the Internal Revenue Code. Notwithstanding any other provisions of this Charter, the Bylaws of this Section or the Constitution of the Institute of Transportation Engineers, the Section shall not carry on any other activities not permitted to be carried on by an organization exempt from federal income tax under Section 501(c)(3) or 501(c)(6) of the Internal Revenue Code of 1986 (or the corresponding provision of any future United States Internal Revenue law) or by an organization contributions to which are deductible under Section 170(c)(2) of the Internal Revenue code of 1986 (or the corresponding provision of any future United States Internal Revenue law). No substantial part of the activities of this Section shall be the carrying on of propaganda or otherwise attempting to influence legislation, and this Section shall not participate in or intervene in any political campaign on behalf of any candidate for public office.

Section 2.4 - No part of the net earnings of this Section shall inure to the benefit of or be distributable to its directors, officers, or other private persons, except that this Section shall be authorized and empowered to pay reasonable compensation for services actually rendered and to make payments and distributions in furtherance of its purposes and objects set forth in Article II hereof.

Section 2.5 - Upon the winding up and dissolution of this Section, after paying or adequately providing for the debts and obligations of this Section, the remaining assets shall be distributed to a nonprofit fund, foundation, or corporation, which is organized and operated exclusively for charitable, educational, and/or scientific purposes and which has been established as tax exempt status under Section 501(c)(3) or 501(c)(6) of the Internal Revenue Code.

Section 2.6 - In any taxable year in which the organization is a private foundation as described in Internal Revenue Code 501 the organization shall distribute its income for said period at such time and manner as not to subject it to tax under Internal Revenue Code 4942, and the organization shall not:

- engage in any act of self-dealing as defined in Internal Revenue Code 4941 (d),
- retain any excess business holdings as defined in Internal Revenue Code 4943 (c),
- make any investments in such manner as to subject the organization to tax under Internal Revenue Code 4944; or
- make any taxable expenditures as defined in Internal Revenue Code 4944 or corresponding provisions of any subsequent Federal tax law.

(Continues on Page No. 24)

OTEA as a Section of ITE

Proposed Charter

(Continues from Page No. 23)

ARTICLE III - MEMBERSHIP

Section 3.1 - ITE members of any grade who, according to ITE records, are located within the area designated for the Section shall be a member of the Section.

Section 3.2 - Any ITE member may become a member of the Section, without residing in the Section area, upon payment of Section dues to ITE.

Section 3.3 - ITE members who are members of the Section shall be entitled to all privileges of the Section, except that Student members may not vote or hold elective office in the Section.

Section 3.4 - Any Section member whose ITE membership has been forfeited shall also forfeit membership in the Section. Any Section member who is placed on inactive status by ITE shall also be placed on inactive status by the Section Board. Members will be reinstated to membership in the Section only if reinstated to membership in ITE.

ARTICLE IV - GOVERNMENT

Section 4.1 - The government of the Section shall be vested in its officers, directors, and representatives who shall constitute a Section Board.

Section 4.2 - The Section Board shall manage the affairs of the Section in conformity with the provisions of this Charter, the Constitution and policies of ITE, and the actions of the International Board of Direction.

Section 4.3 - Upon the adoption of this charter, the existing Section Board shall expeditiously adopt bylaws that set forth the governance and administration of the Section in accordance with this charter.

Section 4.4 - The Section bylaws shall set forth the structure of the Section Board in accordance with this Charter and providing the manner of nominating and electing Section officers, directors, and representatives and shall specify their terms of office.

Section 4.5 - The Section bylaws shall establish and govern appointment of committees as otherwise provided heretofore, number and times of meetings, methods of amending bylaws, and such other matters as the Section may desire, provided such bylaws do not conflict with this Charter, the Constitution, and policies of ITE or policies of the International Board of Direction.

Section 4.6 - The bylaws of the Section may be adopted, and amended after adoption by an affirmative vote of two-thirds of the Section Board. At the Section Board's discretion, the

amendment can be put up to the full membership for a vote in accordance with the voting procedures established in the bylaws. Any dues increase in excess of 20% and special assessments require a vote by the membership.

Section 4.7 - Bylaws or amendments to the bylaws of the Section shall take effect thirty days after being filed with the District Board. At any time the District Board may annul or amend any part of the Section's bylaws which it considers to be contrary to the Section Charter, ITE Constitution, or the best interests of ITE by giving notice in writing to the Section.

ARTICLE V -- ADMINISTRATION

Section 5.1 - The Section may issue a Charter establishing a Chapter within its area upon the written request of voting members residing in the proposed Chapter area. The Charter shall be in a form approved by the International Board of Direction. The Section may rescind a Chapter Charter in the manner provided in the Chapter Charter.

Section 5.2 - The Section shall financially support and coordinate with any Chapters established within its area.

Section 5.3 - The Section is responsible for any Chapters and student chapters within their area.

ARTICLE VI - RELATION OF SECTION TO DISTRICT AND ITE

Section 6.1 - The Section shall not speak for the District or ITE unless authorized in the particular matter by the District Board or the International Board of Direction, respectively. The Section may speak for itself on matters pertinent to its geographical area.

Section 6.2 - Sections are encouraged to develop relationships with other not for profit associations at the same level in which the Section operates in the development of meetings and educational programs for ITE members. The Section should not enter into any formal partnerships or agreements, with either national or international organizations, without consent from the ITE International Executive Director.

Section 6.3 - Names and addresses of all elected officers of the Section and the dates on which the terms of each begins and expires shall be reported in writing to the District Board and to ITE Headquarters within 30 days after election.

Section 6.4 - The Section Board shall submit a written annual report to the District Board each year. The report shall include a summary of the Section's activities for the previous year

(Continues on Page No. 26)

OTEA as a Section of ITE Proposed Charter

(Continues on Page No. 25)

Section 6.5 - The District and ITE will not be responsible for debts contracted by the Section. No dues will be required to be paid by the Section to ITE or the District.

Section 6.6 - The Section may charge annual dues as provided in the Section Bylaws. ITE shall bill all dues at the time of the billing ITE dues, and upon collection, remit to the Section. Annual dues for Sections shall be levied so as to cover time periods identical with those covered by annual dues of ITE.

ARTICLE VII - AMENDMENT OF CHARTER

Section 7.1 - The Section's elected officers will be notified in writing by the District Board of any proposed amendment to or withdrawal of this Charter so that the Section may have an opportunity for a hearing before the District Board concerning the proposed amendment or withdrawal. The amendment with or without change shall be submitted by the District Board to the International Board of Direction for approval and shall become effective on the date determined by the District Board.

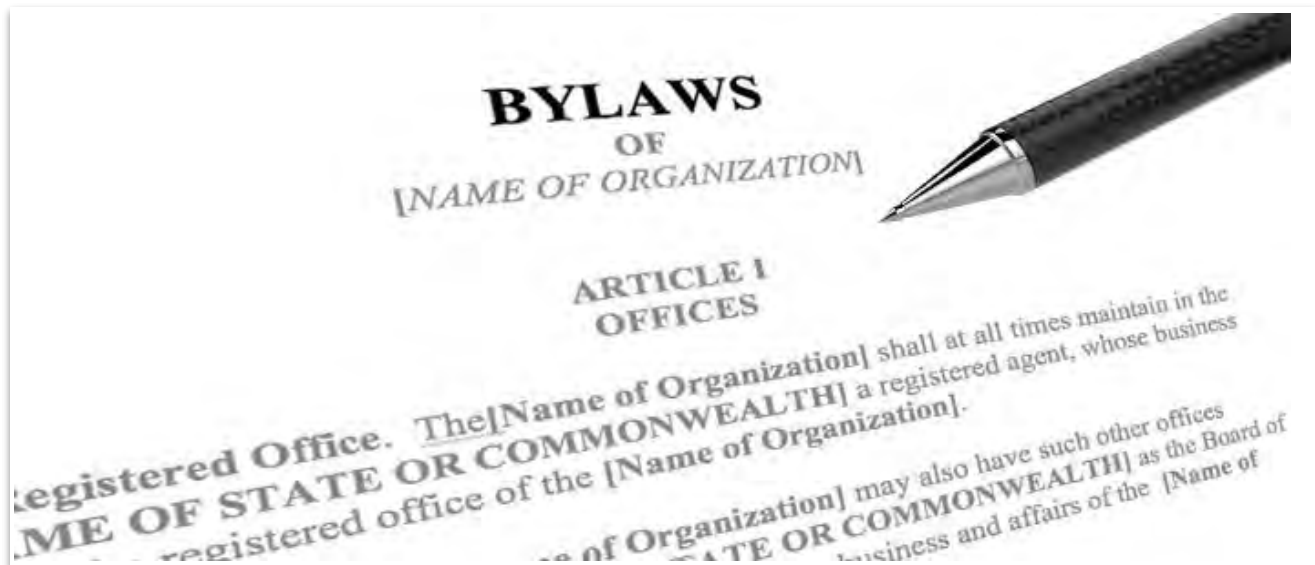
Section 7.2 - The Section may petition the District Board to amend this Charter or rescind withdrawal action. The District Board shall meet and act on the petition within six (6) months of its receipt. If the petition is approved, the District Board shall then petition the International Board of Direction for approval of the proposed amendment. The International Board of Direction shall act on this petition in the same manner as provided for amending the District Charter. Amendments to the Section Charter initiated by petition from the Section shall become effective upon approval by the International Board of Direction.

Subscribed for the District Board of {District Name}
District of the Institute of Transportation Engineers

{District President's signature}

{Date}

ITE {District Name} District President



ONE ITE INITIATIVE

A Message from the ITE Board of Directors

(Continues from Page 18)

- At the ITE Annual Meeting and Exhibit leaders from the Midwestern and Great Lakes District and MOVITE Section signed an MOU to create a Missouri Valley District and a “new” Great Lakes District. Past President Shawn Leight and International Directors John Davis and Scott Knebel are working with local leadership to develop a transition plan.
- The Florida District has agreed in principle to a new structure that will create a new District Board structure, establish several new Sections and realign the remaining Chapters. Dan Beaty is working with the Florida District leadership to develop a transition plan.
- In the West, the IBOD has set out the vision for one or more new Districts. We have charged the ONE ITE Task Force to work in partnership with the Western District’s ONE ITE Task Force and Section and Chapter leaders in the West to bring back to the IBOD options for moving forward.

Change is hard. Change of this magnitude is necessarily disruptive of the status quo. No organization, no matter how successful in the past, can succeed in the future by doing things the same way they have been done for 30 years.

Change is also exciting and invigorating. It opens up new opportunities and new possibilities. It allows a new generation of leaders to put their mark on the organization and to create a sense of ownership. It prepares an organization to take on new challenges and remain relevant for the long term. This is what ONE ITE is about.

Going forward we can assure you that the ONE ITE Task Force and the Board will continue to listen to input, engage with local ITE leadership, and communicate with all ITE members. We encourage you to visit the ITE webpage for more information and to provide comments through the ONE ITE mailbox.

Sincerely,

ITE International Board of Direction

International President
Michael P. Sanderson, P.E., PTOE, LEED AP (F)

International Vice President
Bruce Belmore, P.Eng., PTOE, AVS (F)

Immediate Past International President
Shawn J. Leight, P.E., PTOE, PTP (F)

Karen E. Aspelin, P.E., PTOE (F)
Western District

Daniel J. Beaty, AICP (M)
Florida District

Eugene (Gene) G. Chartier, P.Eng. (F)
Canadian District

John A. Davis, P.E., PTOE, TSOS (F)
Midwestern District

Scott Knebel, P.E. (M)
Great Lakes District

Donald (Don) J. McKenzie, P.E. (M)
International District

Dale Picha, P.E., PTOE (M)
Texas District

Abraham (Abi) Lerner, P.E. (M)
Mid-Colonial District

Carlos Ortiz, P.E., T.E., PTOE (M)
Western District

Michael J. Salatti, P.E., PTOE (F)
Northeastern District

Kirsten Tynch, P.E., PTOE, LEED AP BD+C, ENV SP (F)
Southern District



ITE Releases Recommended Practice for Traffic Signal Change and Clearance Intervals

How many places follow ITE's current technical guidance on change and clearance intervals (use of traditional kinematic equation)?

This is difficult to know for certain, but in the 2009 survey, about 40% of respondents indicated that they used the kinematic equation for calculating yellow change intervals.

Do agencies that adopt the recommended practices need to retime all of their traffic signals? If so, how long will that take? If not, what do they need to do?

Does ITE have a policy on red light camera enforcement?

Agencies that choose to adopt the recommended practices may need to recalculate change and clearance intervals for at least some of their traffic signals or some movements at their traffic signals. Decisions regarding implementation of any resulting changes and the time period taken to implement them rest with each agency.

How do the recommended practices relate to red light camera enforcement? What does the recommended practice say about photo enforcement?

The Recommended Practice does not cover enforcement actions, either through traditional or automated means – it is intended to support the development of safe and appropriate change and clearance intervals. However, the Recommended Practice does include a note cautioning against enforcement of red light violations with zero tolerance due to the wide range of factors and assumptions regarding driver behavior that are used in the calculation of yellow change intervals.



ITE has no current adopted policy on automated enforcement. However, a new policy has been proposed as part of a current review of ITE policies. The comment period on this policy recently closed and final adoption of this and other ITE policies will occur at the April 2020 meeting of the ITE International Board of Direction. The proposed policy strongly supports automated enforcement for purposes of improving safety, but not for a goal of raising revenue.

If a vehicle enters the intersection before the signal turns red, but is still in the intersection when it turns red, is that legal?

This is legal in the vast majority of U.S. States and Canadian provinces and territories. The remainder of jurisdictions require a vehicle to come to a stop before entering the intersection once a yellow indication is displayed.

Source: Institute of Transportation Engineer, March 2, 2020

Don't Give Up at the Intersection: NACTO Releases Best Practices for Next-Generation Street Intersection Design

Continues from Page No. 15

will support us as we continue to expand Vancouver's world-class all-ages-and-abilities bicycle network."

"NACTO's new intersection guidance is an essential complement to the Urban Bikeway Design Guide, which we and our peer cities have used for years to develop safer and more comfortable bikeways for all," said Robin Hutcheson, Minneapolis' Director of Public Works. "With these new tools, cities will be able to tackle the toughest part of bikeway design, and where safety matters most – the intersection. As we rapidly expand our on-street opportunities for comfortable and safe biking, we'll be using this new tool at every 'turn'."

Based on proven best practice on North American cities, and on the groundbreaking work in cities as diverse as Cambridge, Chicago, Portland, Salt Lake City, San José, San Francisco, and New York City, Don't Give Up at the Intersection is designed to be used in concert with NACTO's Urban Bikeway Design Guide and the guide's companion document, Designing for All Ages and Abilities. These guidance documents provide the tools cities need to build comprehensive and connected bike networks that attract riders and make streets safer for everyone.

Source: NACTO, Press Release, May 20, 2019

2020 - 2021 OTEA Board of Directors Meet the Candidates

President

Tammy Robinson, P.E.



Tammy is a graduate of Oklahoma State University with a degree in Civil Engineering. She started her career with ODOT at the Roadway Design Squad while attending OSU. She continued to work for ODOT in both the Roadway Design Division and at the El Reno Construction Residency in Division IV for about 9.5 years. At that time, she transferred to the Oklahoma Turnpike Authority as a Project Manager. While at OTA, she worked up to the position of Construction Engineer, managing all construction projects throughout the turnpike system. She was at OTA for about 7.5 years. After a short 2.5 year stint as a consultant engineer at EST managing a multitude of projects and types of work, Tammy went to work for Haskell Lemon Construction as the Chief Estimator. She has been there since 2014 working on a variety of projects.

Tammy is married to Roy and they are the proud parents of two boys: Alton, 15, and Reuben, 13. They live in Choctaw, OK



Vice President

Jami Short, P.E.

Jami Short received her Bachelor of Science degree in Civil Engineering from the University of Oklahoma in 2002. She worked as a geotechnical engineer in the consulting field for over 9 years. She made the smart change to Traffic Engineer in 2009 when she first started working for the Oklahoma Department of Transportation (ODOT). She was with the department for over a year until she moved to Canada where she lived, worked, and spoke in French for over 4 years. After deciding that that was enough French and maple syrup, she returned to the states and ODOT in 2015 where she has been working in traffic engineering design for ODOT projects throughout the entire state. After the reorganizing of Traffic Engineering Division in 2017, she has become the expert for traffic signal and lighting design within ODOT.

Jami lives in Norman with her partner John and their “Brady Bunch” of 3 dogs and 3 cats. In her spare time, she volunteers for various political causes, is an avid gamer and enjoys taking her dogs for hikes around the various lakes in Oklahoma.



Derick Millican, P.E., P.T.O.E., R.S.P.



Derick Millican is a Lead Engineer specializing in traffic analysis and design for Olsson’s Roadway Team in the Oklahoma City office. He is passionate about considering both innovative and conventional design solutions to meet multimodal transportation needs, teamwork, continuous development, project management, and taking advantage of opportunities to positively impact roadway safety for all modes.

He was recently promoted to Lead Engineer in December 2018. His responsibilities include traffic signal design, temporary traffic control, signing and striping, roadway lighting design, traffic studies including operational and safety analysis, pedestrian-bicycle oriented design, geometric design, and roadside design including guardrail and barrier layouts. Derick has worked for Olsson for 2+ years and has been a consulting engineer for nearly 14 years.

Derick received his Bachelor of Science Degree in Civil Engineering from Oklahoma State University in 2005. He is a registered Professional Engineer in the States of Oklahoma, Kansas, and Arkansas, and he has been a member of OTEA since 2012 and ITE since 2008. Derick earned his Professional Traffic Operations Engineer (PTOE) certification in 2010 and his Roadway Safety Professional (RSPi) certification in 2018 joining the first class of RSPi certificants.

Derick has been married to his wife Jodie, an industrial engineer at Tinker Air Force Base, for over 13 years. They have four children: Roland (age 10), Rayleigh (age 7), Remington Jean (age 5), and Rigsby (age 2). Outside of the office, Derick enjoys spending time with his family, watching his children participate in soccer, basketball, and robotics competitions, hiking, cooking, and reading.

ODOT / OTA / FHWA Director

Justin Calvarese, P.E.

Justin Calvarese works for the Oklahoma Department of Transportation (ODOT). For the last seven years, he has been the Division Traffic Engineer for Division 1 in Muskogee, OK. As a Division Traffic Engineer, Justin is responsible for issues involving signs, pavement markings, safety hardware (such as guardrail), driveway permits, traffic signals, and landscaping agreements along the state highway system within an eight-county region.

After graduating from Oklahoma State University with a Civil Engineering degree, Justin started working full-time at ODOT's Central Office in Oklahoma City in 2001. He has been a licensed Professional Engineer since 2005.

Justin now lives in Muskogee with his beautiful wife, Jessica, and their two sons. When he's not working, he enjoys watching his son Owen play basketball and football, participating in Cub Scout activities with his son Ian, and tinkering around with technology (such as developing Alexa skills).



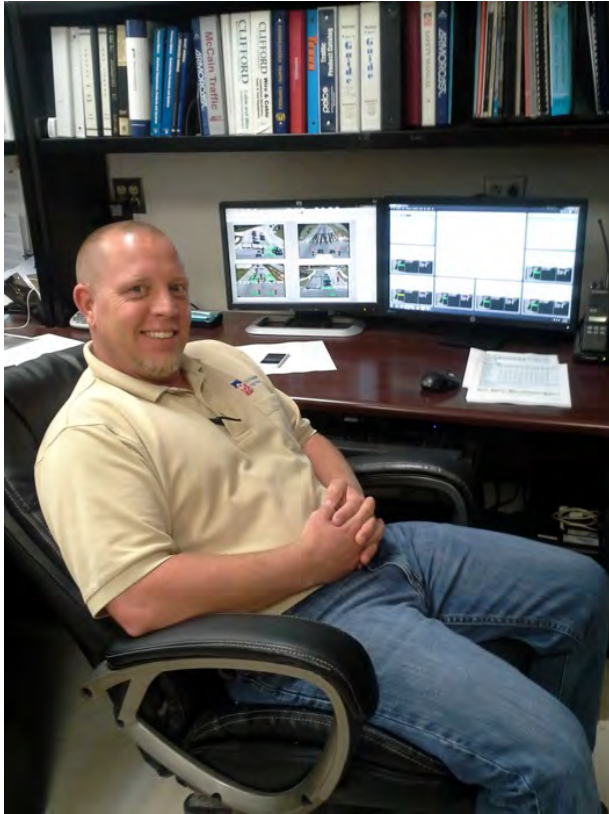
Oklahoma Traffic
Engineering Association

Election

★ ★ ★ 2020 ★ ★ ★

City / County Director

Brian McNabb



Brian McNabb is the Traffic Signal Supervisor for the City of Norman, where he has worked for the past 19 years. Brian is responsible for the maintenance and operation of the city's traffic signals, flashing beacon assemblies, lighted crosswalk systems, and city owned roadway lighting. The constant change in direction, coupled with the unexpected events in day to day operations, is the drive that keeps Brian excited with his position at the City of Norman. Brian is a past OTEA officer and enjoys assisting past and present board members whenever he can.

Brian and his wife, Canada, have two daughters, Emma and Aurora. When not spending time with family, Brian's hobbies include; hunting, fishing, traveling and perfecting his golf game.



Consultant Director

Luke Schmidtt, P.E., P.T.O.E.



Luke Schmidt is a traffic engineering consultant with Kimley-Horn and Associates, Inc. in Oklahoma City. Luke's experience in transportation planning, traffic operations, and transportation engineering provides a holistic perspective of the traffic engineering profession. His practice in Oklahoma serves state agencies, local municipalities, developers, and other professional engineering firms across the state.

Luke graduated Magna Cum Laude from Iowa State University with a bachelor's degree in Civil Engineering. During his tenure, he was the President of the Tennis Club, Vice President of the Sports Club Council, Member of Chi Epsilon/ITE/ASCE, and was presented with the Outstanding Graduating Senior award from the

College of Engineering. After graduation, Luke started with Kimley-Horn, and has been working there for nine years now.

Luke married his high school sweetheart, Erin. They have a 4-year-old named Cooper, a 1-year-old named Emma, and two rescue dogs to complete the circus. Luke's hobbies include family time at the Science Museum/Zoo, home remodeling, and wood working in his free time.

Luke is excited about the opportunity to serve this respected organization. He looks forward to the chance to bring his perspective and energy to the association, grow and connect the profession, and promote the field to the next generation.

Brandon Huxford, P.E.

Brandon Huxford is a native Texan, in mid-conversion of becoming an Oklahoman. He received his bachelor's degree in Physics from Abilene Christian University in 2007, followed by his master's degree in Civil Engineering from the University of Texas in Arlington in 2010. Brandon is currently licensed and performing work in several states, covering all three aspects of transportation; roadway design, traffic engineering, and transportation planning. Brandon has spent his entire career with Freese and Nichols, starting with an internship while in grad-school, through his past several years in Oklahoma. He currently lives in Edmond with his wife of 8 years, Jaclyn, and his two daughters.



Contractor / Supplier Director

Jason Ty Espinoza

Education

Bangs High School 90

Howard Payne University – Business Admin-Computer Science 95

Football 4 Year Letterman – 2x Conference Champions

4 Year President- Zeta Theta Phi Fraternity

Military

United States Marine Corps – 6 years

Desert Storm Veteran – Meritorious Unit Citation – Presidential Unit Citation – Navy Achievement Medal

National Defense Medal – Jump Master – Scuba UDT – 6 Year Rifle and Pistol Expert

Community

20 Year A.F.&A.M Master Mason (Blue Lodge)



I currently live in Brownwood Texas with my Wife Stacy and 3 Daughters Megan, Lauren and Braelyn. I am an avid golfer, hunter and enjoy all sports. I am a Motorcycle enthusiast and love the outdoors.

I have been a Sales Professional since 1997 and this fall will mark my 5th year as the Southwest Regional Manager for Shur-Tite Products overseeing Oklahoma, New Mexico and Texas.

Chris Adkins



Chris Adkins is polished and dedicated customer relations professional that has spent his entire career helping others. He subscribes to the notion that the more time you spend helping others, the closer you get to your own personal and professional goals.

Chris is currently the South Central Regional Relationship Manager for Professional Pavement Products, a nationally recognized organization that offers a complete line of innovative products for the maintenance, construction, repair, and safety of roadways. His primary job duties are customer relations for traffic safety solutions in Retroreflective Technology, Structure Visibility, and Traffic Calming and Pavement Maintenance. He has 36 years of experience in relationship management across several industries.

Currently, Chris serves on the Texas ATSSA Sign Committee and is a Board Member of Watershed, INC. a Christian non-profit group working in Europe and Africa.

Chris joined OTEA in 2013 while with Signs & Safety Equipment/Eastern Metal. He and his wife of 33 years, Maria, have 2 children and reside in the Dallas, Texas area.

Traffic Signals 101



It is estimated that there are about 328,000 traffic signals in the United States (using an accepted rule of thumb of one signal per 1,000 population).



Responsibility for the management and operation of roadways (and traffic signals) is shared between State Departments of Transportation and local governments and varies from State to State. There are more than 2,000 separate agencies responsible for traffic signal management and operation throughout the United States, with a significant percentage of these responsible for fewer than 50 traffic signals. Across the U.S., approximately 20% of signals are managed by state agencies and the remaining 80% by municipal or county agencies.



The basic operation of a traffic signal involves allocating the available time to each leg of the intersection, for each movement (through or turning) and each indication of the signal (red, yellow, green). This is done through settings in a traffic signal controller.



The cycle length is the total amount of time it takes a traffic signal to serve each leg of the intersection, all movements and all phases. Cycle lengths typically range from 60 sec. at a simple intersection to as much as 180 sec. at a more complex one.



The yellow change interval coincides with the amount of time given to allow vehicles to either travel the distance to brake to a stop or proceed through the intersection before the signal turns red. In addition, some jurisdictions use a short "all red" clearance interval providing additional time for vehicles entering an intersection on yellow to clear the intersection.



Traffic signal controller settings may be changed remotely through a central system or locally at each intersection depending on the type of system being used by the jurisdiction managing the signals.



The frequency of update of traffic signal timing varies from jurisdiction to jurisdiction. General practice is to review the settings every 3 years and update as necessary. In practice, updates occur more or less frequently depending on the degree to which travel patterns are changing and the available staff and financial resources of the jurisdiction.

Source: ITE, Press Release, March 2, 2020



Thank You to Esther Shaw-Smith for Serving OTEA as President in 2019-2020



Past President B.J. Hawkins presenting the "President" Plaque to Esther Shaw-Smith during the 2019 Spring Meeting in Ardmore



Oklahoma Traffic Engineering
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OTEFfield - Spring 2020 Edition



Spread the Word – Sign Up New Members

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OTEA Membership Data Form

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Title / Job _____

Employer _____

Mailing Address _____

City _____ State _____ ZIP _____-

Telephone _____ Fax _____

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New Members and Renewals Send Check for \$25 per Year and mail to:
OTEA

C/o Angelo Lombardo
4405 Trophy Drive
Norman, OK 73072