

**MINUTES OF THE  
MARICOPA ASSOCIATION OF GOVERNMENTS  
INTELLIGENT TRANSPORTATION SYSTEMS COMMITTEE**

September 6, 2006  
MAG Cholla Room, 2nd Floor  
302 North First Avenue  
Phoenix, Arizona

**MEMBERS ATTENDING**

Debbie Burdette, City of Glendale	Bruce Dressel, City of Scottsdale
Alan Sanderson, City of Mesa	Jim Decker, City of Tempe
*Mike Mah, City of Chandler	Tim Wolfe, ADOT
Ken-Ichi Maruyama, Town of Gilbert	Ron Amaya, City of Peoria
Faisal Saleem for Nicolaas Swart, Maricopa County	Mary Kihl, ASU
Bob Steele for Ron Doubek, City of Phoenix	Alan Hansen, FHWA
*Bob Ciotti, RPTA	*Dennis Murphy, Phoenix Aviation
*Mike Lockhart, DPS	Kelly LaRosa, City of Avondale
Nicholas Mascia, City of Surprise	*BJ Cornwall, City of El Mirage
Thomas Chlebanowski, Town of Buckeye	Michael Pacelli, Town of Queen Creek
	*Arkady Bernshteyn, Valley Metro Rail

**OTHERS PRESENT**

Bill Birdwell, Town of Queen Creek	Douglas McCants, PBS&J
Randall Pearson, ITS Engineers	Bill Meador, Compel
Tom Buick, Morrison-Maierle	Nolan Hess, TransCore
Sarath Joshua, MAG	Luke Albert, Kirkham Michael
Leo Luo, MAG	Kiran Guntupalli, MAG

\*Not present or represented by proxy

1. Call to Order  
Chairman Alan Sanderson called the meeting to order at 10:10 AM.
2. Approval of August 2, 2006 Meeting Minutes and Introductions  
Ron Amaya moved to approve minutes, Michael Pacelli seconded and it was unanimously carried to approve the minutes of the August 2, 2006 ITS Committee meeting.
3. Call to Audience  
Chairman Alan Sanderson made a call to the audience providing an opportunity to members of the public to address the ITS Committee. No comments were received from the public.

4. Program Managers Report

Sarath Joshua addressed the following items in his report:

- ITS On-Call Contract Status

Ten of the 13 contracts were sent out to the consultants on September 5, 2006. It is expected that the contracts will be signed by the end of September. The rest of the contracts were hold back because they need to go through the MAG Management Council and Regional Council to amend the consultants list. Faisal Saleem asked about the duration of these contracts. Sarath Joshua replied that these are two-year contracts.

- TSOP program and call for volunteers

The first task is to form a working group and establish criteria to select projects that will be funded by the program. Mr. Joshua called for volunteers from the committee to form a working group with four to five members. Debbie Burdette, Michael Pacelli and Faisal Saleem volunteered to join the working group. Bob Steele recommended Ron Doubek to join the group. Mr. Joshua will confirm with Mr. Doubek and Ken-Ichi Maruyama about the meeting schedule and their availability.

5. ITS Project Data Form for TIP FY2008-FY2012

Mr. Joshua briefly went through the ITS Project Data Form for TIP FY2008-FY2012 and explained the items in the data form. Example was also given to the committee members to illustrate how to fill out the data form. Alan Sanderson asked what should be filled in the ITS/Traffic Operation budget. Mr. Joshua explained that it should include the total annual operation and maintenance budget of the member agency and the budget for the particular ITS projects. Mr. Sanderson also asked if the steps of project schedule are too detail. Mr. Joshua explained that the intention of these steps is to help member agencies keep the project on track so that the projects would not be significantly delayed. Leo Luo added that if some steps are not appropriate for some specific ITS projects, member agencies could choose not to apply them in their projects. In a later discussion on the draft Arterial ITS Plan, Tim Wolfe mentioned that the Intergovernmental Agreement became an issue in some cases. Therefore it may become a control point of the project development process. Mr. Joshua also mentioned that the advertised data for the ITS projects may be more important than the bid date and recommended to revise the process in the data form and be consistent with the Arterial ITS Plan.

6. Arterial ITS Plan

Mr. Wolfe asked if a list of the ITS projects were included in the Arterial ITS Plan. Mr. Joshua explained that the Arterial ITS Working Group recommended including the focus areas in the plan instead of projects in the next ten years. Projects will be selected every year based on the principles stated in the Plan. Mr. Sanderson added that changes frequently happen due to the dynamic development in ITS program. It may be more practical to select projects on an annually basis. Mr. Joshua also confirmed with Mr. Wolfe on how the Arterial ITS Plan fits in the TIP programming process. Mr. Saleem recommended adding “and enhancing existing incident management operations” to section 7.4, incident management on page 23. Bob Steele commented that the second bullet of section 4.6, incident management should be moved to Section 4.1 traffic management or 4.4 integrated travel information. Mary Kihl recommended giving clear definitions on the selection criteria in table 10. Mr.

Joshua explained the criteria in table 10 were based on section 4 arterial ITS applications. Due to the required modifications recommended by committee members, this item was tabled for next meeting.

7. Interim Guidance on Systems Engineering Analysis

Mr. Luo gave a brief presentation on the Interim Guidance on Systems Engineering Analysis developed by FHWA and MAG. Alan Hansen commented that a new draft of the System Engineering Analysis guidelines developed by FHWA also came out last night and will be finalized by the end of September. Member agencies could choose to follow the Interim Guidance or the final version of the FHWA document or the Caltrans document for the time being. Debbie Burdette confirmed with Mr. Joshua that at the end of each step of the project development process, documentations should be produced to record the results of the systems engineering analysis. Mr. Sanderson also commented that these documents are mainly used for the member agencies to guide through their ITS system development process. Michael Pacelli shared his experience with the committee on system engineering analysis. Mr. Joshua asked if it would be helpful to have a workshop on system engineering analysis. Mr. Steele expressed his support for the workshop and wanted to have sessions on risk management. Mr. Hansen mentioned that the FHWA Resource Center could provide assistance on the workshop. Mr. Wolfe commented that some ITS projects only involve adding equipments to the existing system, the system engineering analysis process should be simplified to better utilize the funding source. Jim Decker commented that it might not be necessary to conduct unit or device testing plan in some cases because some of the units are standard equipments.

8. Status Reports by Committee Members of ITS Activities

Thomas Chlebanowski mentioned that Buckeye was trying to develop an ITS Master Plan. Mr. Steele reported that the fiber optical project phase 8 began construction and a wireless project was also in progress. Ms. Burdette briefed the committee on the special event management for the NFL football games. Mr. Hansen confirmed with Kelly LaRosa that no update information from the FHWA about the Integrated Corridor Management project. Mr. Wolfe commented that even if the ICM project is not selected by FHWA, we will still proceed with MAG and local funds. Mr. Joshua also distributed reports on freeway-arterial operations and traffic signal preemptions for emergency vehicles. Mr. Wolfe updated the committee about a pilot project to collect incident, congestion and queue information from airplanes on I-17 and Route 87 on Friday and Sunday afternoon. Mr. Joshua mentioned that analysis on the impact of crashes on traffic flows on I-17 was in progress. Bruce Dressel updated the committee about the signal preemption project in Scottsdale.

9. Next Meeting Date

Next meeting date was announced as 10:00 a.m. on Wednesday, October 4, 2006.

10. Adjournment

Chairman Alan Sanderson adjourned the meeting at 11:35 AM