



February (Meeting #2) 2019 Board Meeting Documentation

ITS Georgia Monthly Board Meeting
February 27, 2019
10:00 - 11:30 AM
Georgia Tech, Bill Moore Student Success Center

ITS GEORGIA BOARD OF DIRECTORS

Officers / Directors (2018–2019):

Jenny Johnson, *President*
Kimley-Horn

Winter Horbal, *Vice President*
Temple

Marc Start, *Secretary*
AECOM

Xuwen Le, *Treasurer*
Jacobs

Michael Holt, *Past President*
Stantec

State Chapter Representative:

Jim Tolson
ARCADIS

✓ *Indicates present at meeting*

Directors (2018-2019):

Dee Taylor
AECOM

Bill Andrews
City of Sandy Springs

Mark Demidovich
GDOT

Matt Glasser
GDOT

Ex-Officio:

Greg Morris
FHWA

Directors (2019-2020):

Kofi Wakhisi
ARC

Kristin Phillips
Gwinnett County

Derrick Crowder
City of Roswell

Whitney Nottage
Intelight

Billy Stalcup
360ns

Tom Udell
Jacobs

Other Attendees Present:

Bill Wells – ITS GA

Issues Discussed	Action
<p>Welcome</p> <ul style="list-style-type: none"> A motion to approve meeting minutes for the board meeting from February 13 (motion by Mike Holt, Tom Udell support) – the motion was approved unanimously. 	
<p>Budget/Financials</p> <ul style="list-style-type: none"> 2018 financial statement: The income for the Braves social event in July social needs to be added. All dues and income are currently shown in November and should be separated by month; Bill will provide info to Xuewen. 2019 financial statement: Registration and expenses should be moved to the Annual Holiday Dinner line items and split 50% with Georgia ITE. GA engineering sponsorship to ACEC has been paid for. Golden Eagle invoice has been received. \$1100 deposit for November meeting at Maggianos has been sent in. Dues and income should be reported in the month that it was received. 	<p><i>Xuewen Le to update the 2018 and 2019 financial statements.</i></p> <p><i>Bill will provide Xuewen with info to split up 2018 dues and income by month.</i></p>
<p>Committee Updates</p> <ul style="list-style-type: none"> Activities: Matt has the new speaker gifts at his office. March Meeting: panel of government (GDOT) and OEMs, including Andrew Heath, Brian Mulligan, Steve Gehring. Sponsored by Temple. Possibly held at City of Sandy Springs. April Meeting: UPS presentation at Aviation Community Cultural Center. Sponsorship is available; contact Winter. May Meeting: joint with ITS/ITE/ASCE regarding the Super Bowl story (including Matt Glasser), at Molly B's; Thurs, May 9 (drop May 29). \$25/person. ITE is handling the registration. June Meeting: Lime presentation; need person who uses Lime scooters for the panel. July Meeting: at ARC, ARC-related content. Training Options. Is there an ITS America training option? Jenny will email Carlos with ITSA for opportunities. Awards: scheduled for Nov 13, at Maggianos. The contract has been finalized. Communication and Outreach: GA Engineering Magazine: Jenny and Winter were recognized. The magazine wants to feature behind-the-scenes Super Bowl work, so Bill has provided contact info for Kenn Fink and Matt Glasser. The 2019 Annual Meeting is now advertised on the website. Elections: nothing to report. Legislative: crossover day is near. Wireless comm and 5G are a subject of legislation. There is legislation in both houses for broadband in rural areas. The transportation tax (\$5) for hotels and air B&Bs is also legislation under consideration, which would change the threshold of application for air B&Bs from \$10K in revenue to \$100K in revenue. Brandon Beach introduced a bill to encourage the ATL to use ITS; also, to establish a chief innovation officer at GDOT. Small cell bill would 	<p><i>Matt to give speaker gifts to Derrick.</i></p> <p><i>Contact Winter for monthly meeting sponsorships.</i></p> <p><i>Contact Winter if you know of someone that regularly uses Lime scooters, to serve on the June meeting panel.</i></p> <p><i>Jenny will contact ITSA about potential training options.</i></p> <p><i>Send project photos, press releases, and/or new hire info to Bill Wells for the GA Engineering magazine</i></p>

Issues Discussed	Action
<p>remove the ability of cities to manage small cell sites within the ROW.</p> <ul style="list-style-type: none"> • Membership and Finance: 42 have paid; 2 sign-ups this morning, Siqura and TKH Security. Follow-up invoices go out today. The non-member rate will be charged at the March meeting. In the future, possibly make more punitive measures not to be a member for the conference attendance; strategically select 10 agencies/persons for the committee to suggest at the conference. • Social: finalized for May 30, followed by a happy hour. Top Golf is scheduled for March/April. • Scholarship: nothing to report. • GA Tech Chapter Liaison: Kofi, Marc, Alan, and Jim provided a panel discussion on February 19. • 2019 ITSGA Annual Meeting: in Athens, October 6-8, 2019. Preliminary schedule provided by Chuck, mid-March meeting planned to kick-off the process. The Tech Committee is led by Mahesh and Ben Robinson. The Sponsorship contact is Scott Mohler. The Exhibitor contact is Yancy Bachmann. Keena will be AV chair. Same fees as what was discussed by the Board last fall. Target opening registration in mid-June. All separate registrations (no package deals), except for Diamond sponsorship. 3 Diamond sponsors = 3 sponsored events. • 2020 Site Selection: Jacobs confirmed to lead the conference management. Mark Rosendahl is the ITS Georgia site negotiator, and Jenny Johnson will contact Mark for a hand-off related to the site selection. • Traffic bowl: potentially joint event (Traffic Bowl) in place of the Holiday Party for next year. According to GAITE, the event is tentatively scheduled for January 2020. • March 7 GA Tech event: Smart Corridor, Dr. Guin, noon – 1 PM • ITSA: The affiliation agreement update process is underway; comments are likely due at the May meeting. • ACEC Legislative day: Thursday, Feb 28; Mike Holt cannot attend. Bill Wells will attend with Mike’s registration. • March 27, 10 AM; group photo will be taken following the board meeting. 	<p><i>Send social activity ideas to Rachel Cohen.</i></p> <p><i>The conference team will select 10 agencies/persons for which to consider scholarships at the 2019 Annual Meeting.</i></p> <p><i>Jenny Johnson will contact Mark Rosendahl about starting the 2020 site negotiation process.</i></p> <p><i>Contact Jim Tolson if you would like to be a speaker at a Georgia Tech student chapter meeting.</i></p>
<p>Closing Remarks</p> <ul style="list-style-type: none"> • Jenny closed the meeting. 	



ITS Georgia Board Meeting

February 27, 2019 at 10:00 AM

GA Tech, Bill Moore Student Success Center

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Jenny Johnson, President
Winter Horbal, Vice President
Marc Start, Secretary
Xuewen Le, Treasurer
Mike Holt, Past President

Directors 2019-2020:

Whitney Nottage
Billy Stalcup
Tom Udell
Kristin Phillips
Kofi Wakhisi
Derrick Crowder

Directors 2018-2019:

Bill Andrews
Dee Taylor
Mark Demidovich
Matt Glasser

State Chapter Representative

Jim Tolson

Ex-Officio

Greg Morris, FHWA

AGENDA

- Approve February 13th meeting minutes
- Financial Report (Le)
 - 2018 Budget Summary (year-end)
 - 2019 Budget Summary (to-date)
 - Le to submit 2018 Taxes
- Committee Statuses
 - Activities (Crowder/Horbal/Andrews)
 - Monthly Speaker Schedule – March speaker panel secured?
 - Meeting Venues – March venue secured? City Springs – cost + signed contract?
 - Meeting Sponsors – April sponsor ideas?
 - Speaker gifts – Glasser to deliver gifts to Crowder
 - Update on GAITE + ASCE + ITSGA joint meeting at MB Stadium – Date TBD by ITE
 - Technical Training
 - Planning for Reliability Workshop (Wakhisi)
 - Technical Tours – Delta and/or Kroger (Wakhisi)
 - Whirley Ball again plus ideas for technical training to go with it?
 - Awards (Johnson)
 - Maggiano’s Cumberland on Nov 13th – signed contract & deposit form due 3/1
 - Communications/Outreach (Wells)
 - ITSA Award Applications due Mar/Apr (Wells to complete)
 - Engineering GA article ideas (status of SuperBowl as feature article?)
 - Elections (Horbal)
 - Legislative (Wakhisi/Udell)
 - Membership (Stalcup/Glasser)
 - Total membership to-date?
 - When do we want to start charging non-member rates & remove company logos from website for members who haven’t paid for 2019 yet?
 - Networking/Social (Nottage)
 - Next event: Trivia @ Wing Factory Cumberland (Thurs, Feb 28 from 7-10pm)
 - Update on MB Stadium Tour + bar social (Tentative Date – Thurs, May 30th)
 - Scholarship – students are today’s speakers (360ns to moderate/introduce students)
 - Student Chapter (Tolson)
 - ITSA Liaison (Tolson)



- ITSGA 2019 Annual Meeting (KCI/Holt) – Oct 6-8th in Athens, GA
 - Status of sponsors/exhibitors, technical committee/call for papers
 - Creature Comforts – sign & submit contract on April 7th
 - Secure Sun & Mon night entertainment; secure Mon night caterer for Creature Comforts
- ITSGA 2020 Annual Meeting (Johnson/Horbal/Phillips)
 - Site selection currently being coordinated to schedule site visits (Savannah & Jekyll)
 - Jacobs has agreed to be 2020 Conference Chair
- 2019 GAITE/ITSGA Holiday Hangover (Johnson)
 - Verify all outstanding invoices have been paid & expenses accounted for in 2019 budget (Outspoken Entertainment, Cohen – door prizes, City Springs – room rental & catering)
 - Verify all registrations have been accounted for in 2019 budget as income
 - Financial debrief & coordinate with GAITE to get their payment for half of all expenses
 - GAITE has offered for us to join them for a joint “kickoff event” in Jan 2020. The ITE students will do their traffic bowl competition and after that, professionals will form teams to do a small competition themselves. Do we want to participate jointly?
- **The next board meeting is Wednesday, March 27th at 10 AM followed directly by the March Monthly Meeting at 11:30 AM. A board member group photo will be taken after the March board meeting so please everyone try to attend.**

Date	Location	Topic	Speaker	Sponsor	Notes
Sat, Jan 19, 2019	City Springs	Holiday Party	with GA ITE		waiting on final \$\$ to pay
Wed, Feb 27, 2019	GA Tech Bill Moore Student Success Center	Student Research	Scholarship Award Winners	360	5 min pres from each w/ planted quest.
Wed, Mar 27, 2019	City Springs?	CES: Government AND OEM	Andrew Heath & Bryan Mulligan & auto manufacturer lobbyist (Bill Wells)	Temple	Bill A. has contract for C. Springs tour not allowed at this time... NEED a sponsor!!! Ideas?
Wed, April 24, 2019	Aviation Community Cultural Center	UPS Regional Facility	Frank (Kofi)		Whitney has set up social tour at the benz stadium for Thurs. May 30
Wed, May 29, 2019?	Molly B's (Kate)	Super Bowl	Joint meeting with ITE & ACEC	Intelight (ITS GA) wolvertan (ITE)	
Wed, Jun 26, 2019	City Springs?	Micro-mobility	Nima Daivari (Lime) & others?		
Wed, Jul 31, 2019	ARC	ARC- TSMO update, plans, podcaster	Kofi to decide		
Wed, Aug 28, 2019		5., 9., or 6. Connected or Multi GDOT locations			5. Auto. Shuttle or 9. mngd lns or 6. Connected
Wed, Sept 25, 2019		5., 9., or 6. Connected or Multi GDOT locations			5. Auto. Shuttle or 9. mngd lns or 6. Connected
October 6-8, 2019	Athens, GA	Annual meeting		KCI	see ideas on next sheet
Wed, Nov 13, 2019?	Maggiano's	Awards Banquet	Jenny Johnson and Awards Committee		
open	Whirly Ball?	ATSPM Training	Glasser		

implies different date than our typical last Wednesday of month

ITS Georgia 2018 Budget Outlook
12/31/2018

	2017 YE		2018												Summary
	Checking =	\$ 37,303.96	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	
Starting Balances															
	Savings =	\$ 54,475.68													
		\$ 91,779.64													

INCOME

CATEGORY	DESCRIPTION	BUDGET			TOTAL
		INCOME	EXPENSE	NUMBER	

Administrative					
Membership Dues	Small Firm	\$ 150.00		10	\$ 1,500.00
Membership Dues	Large Firm	\$ 400.00		80	\$ 32,000.00
	Subtotal	\$ 550.00		90	\$ 33,500.00
ITS SC Summit					
Refer to SC Summit Budget	20% of Estimated Profits	\$ 25,000.00		1	\$ 25,000.00
	Subtotal	\$ 25,000.00		1	\$ 25,000.00

Monthly Meetings					
Monthly Meeting Fees	Registration	\$ 1,800.00		10	\$ 18,000.00
Monthly Meeting Sponsors	Lunch meeting Sponsors	\$ 500.00		10	\$ 5,000.00
Social Networking	Social Registration				
Social Networking	Members & spouses/guests	\$ 3,750.00		1	\$ 3,750.00
	Subtotal	\$ 6,050.00		21	\$ 26,750.00
	Subtotal	\$ 25,000.00		21	\$ 85,250.00

EXPENSES

Administrative					
Wells Communication Inc	Bill Wells' Contract	\$ 2,350.00		12	\$ 28,200.00
General Admin Expenses	Misc Expense Reimbursements	\$ 250.00		1	\$ 250.00
Fuze	Online video streaming	\$ 360.00		1	\$ 360.00
Website fee	Annual fee for web/domain reg.	\$ 250.00		1	\$ 250.00
Invit/Paypal fees	CC and reader usage fees	\$ 150.00		11	\$ 1,650.00
ACEC Administrative Agreement	Administrative fee and magazine	\$ 1,200.00		1	\$ 1,200.00
Secretary of State	Corporate registration	\$ 30.00		1	\$ 30.00
Insurance	Hartford liability	\$ 475.00		1	\$ 475.00
Taxes	ITSGA filing	\$ 1.00		1	\$ 1.00
ITSA memberships	Membership dues	\$ 500.00		1	\$ 500.00
ITSGA member rebates	Assume 5 requested	\$ 100.00		5	\$ 500.00
Networking/Social committee	Networking activities	\$ 1,200.00		1	\$ 1,200.00
Training	Webinars, ITSA workshops, etc.	\$ 1,000.00		1	\$ 1,000.00
Miscellaneous	President's discretion	\$ 500.00		1	\$ 500.00
	Subtotal	\$ 6,500.00		26	\$ 36,115.00
Annual Meetings					
Bill Wells Comps	Registration, hotel, mileage	\$ 1,750.00		1	\$ 1,750.00
2019 Annual Meeting	Site visits	\$ 500.00		1	\$ 500.00
2019 Annual Meeting	Deposits				
	Subtotal	\$ 2,250.00		2	\$ 2,250.00

Monthly Meetings					
Constant Contact	Web hosting for registration	\$ 75.00		10	\$ 750.00
Meeting room rentals	Monthly meeting location	\$ 250.00		10	\$ 2,500.00
Catering	Food for monthly meetings	\$ 1,800.00		10	\$ 18,000.00
Speaker gifts	Gifts for monthly meeting speakers	\$ 20.00		20	\$ 400.00
Speaker travel	Travel expenses	\$ 500.00		2	\$ 1,000.00
Annual Holiday Dinner	Dinner & entertainment	\$ 7,500.00		1	\$ 7,500.00
	Subtotal	\$ 10,000.00		53	\$ 30,150.00

Sponsorships/Scholarships					
ACEC GA Engineering Awards Sponsorship	Sponsorship (and table for 6)	\$ 500.00		1	\$ 500.00
Georgia Tech student chapter	Meeting reimbursements	\$ 1,000.00		6	\$ 6,000.00
GT Exploring Engineering Academy	EED Student Scholarship	\$ 1,000.00		1	\$ 1,000.00
Scholarships	Student scholarships (ITS/TEOF)	\$ 3,000.00		5	\$ 15,000.00
Awards	ITSGA awards & scholarship plaques	\$ 1,200.00		1	\$ 1,200.00
TIME Task Force	Annual Meeting "Bronze" sponsorship				
	Subtotal	\$ 6,700.00		14	\$ 28,300.00
	Subtotal	\$ 16,750.00		77	\$ 86,815.00
	TOTAL EXPENSE =	\$ 86,815.00		77	\$ (5,301.33)
	NET INCOME =	\$ (1,565.00)			\$ (1,565.00)

\$ 31,057.86

invoice	company	category	amount	firstname	lastname	email	Method	Date
ITS2019-01	360 Network Solutions	Private Sector Large	\$ 400.00	Billy	Stalcup	billy@360ns.net	Web	02/12/2019 10:05 AM EST
ITS2019-17	Applied Information	Private Sector Large	\$ 400.00	Jessica	Terrell	jterrell@apinfoinc.com	Web	01/14/2019 04:37:03 PM EST
ITS2019-18	ARC	Public Sector Large	\$ 350.00	Kofi	Wakhisi	KWakhisi@atlantaregional.com	Check	02/19/19
ITS2019-06	ASCO Power Technologies	Private Sector Large	\$ 400.00	Paul	Saa	Paul.Saa@Emerson.com	Check	01/15/19
2018 Carry Over	ASSA ABLOY	Private Sector Large	\$ 400.00	Guerry	Brunner	guerry.brunner@assaabloy.com	Web	10/27/18
ITS2019-21	Atkins	Private Sector Large	\$ 400.00	Ashlyn	Morgan	ashlyn.morgan@atkinsglobal.com	Web	01/15/2019 07:24:32 AM EST
ITS2019-25	Barge	Private Sector Large	\$ 400.00	Mark	Washing	mark.washing@bwsc.net	Web	01/21/2019 10:02:40 AM EST
ITS2019-27	Belden	Private Sector Large	\$ 400.00	Tami	Healey	tami.healey@belden.com	Web	02/04/2019 12:12 PM EST
ITS2019-33	CALYX	Private Sector Large	\$ 400.00	John	Karnowski	jkarnowski@mulkeyinc.com	Web	01/15/2019 07:53:20 AM EST
ITS2019-34	Carlson Construction Services	Private Sector Large	\$ 400.00	David	Swales	dswales@carlsoncs.com	Web	01/14/2019 05:14:35 PM EST
ITS2019-37	City of Alpharetta	Public Sector Small	\$ 150.00	Arash	Roshandeh	aroshandeh@alpharetta-ga.us	Web	01/15/2019 08:23:22 AM EST
ITS2019-42	City of Roswell	Public Sector Small	\$ 150.00	Derrick	Crowder	dcrowder@roswellgov.com	Web	01/15/2019 10:07:04 AM EST
ITS2019-47	Cobb County	Private Sector Large	\$ 350.00	Brook	Martin	brook.martin@cobbcounty.org	Check	02/19/19
ITS2019-48	COHUD/COSTAR	Private Sector Large	\$ 400.00	Bonnie	Bird	bbird@cohud.com	Web	01/14/2019 05:24:49 PM EST
New	Croy	Private Sector Large	\$ 400.00	Sasha	Ugl	sugi@croyengineering.com	Web	01/14/2019 04:28:51 PM EST
ITS2019-54	Digital Traffic	Private Sector Large	\$ 400.00	Richard	Hoke	rich.hoke@digitaltrafficsystems.com	Web	02/06/2019 09:21 AM EST
Comp	Federal Transit Administration	Public Sector Large	\$ 350.00	Andres	Ramirez	andres.ramirez@dot.gov	Ex Officio	
Comp	FHWA	Public Sector Large	\$ 350.00	Greg	Morris	greg.morris@dot.gov	Ex Officio	
New	Global Traffic Technologies	Private Sector Small	\$ 150.00	Angela	Johnson	angela.johnson@gtt.com	Web	01/23/2019 11:13:11 AM EST
ITS2019-76	Gresham Smith & Partners	Private Sector Large	\$ 400.00	Josh	Williams	josh_williams@gspnet.com	Check	02/19/19
ITS2019-80	GTS Solutions	Private Sector Small	\$ 150.00	Robert	Booth	rbooth@gogtss.com	Web	01/15/2019 08:32:31 AM EST
ITS2019-81	Gwinnett County	Public Sector Large	\$ 350.00	Tom	Sever	Tom.Sever@gwinnettcounty.com	Web	01/15/2019 03:12:10 PM EST
ITS2019-83	HNTB	Private Sector Large	\$ 400.00	Ben	Robinson	berobinson@HNTB.com	Web	01/14/2019 04:10:36 PM EST
2018 Carry Over	Intellectual Concepts, LLC	Private Sector Large	\$ 400.00	Delois	Babiker	dbabiker@intellectualconcepts.com	Web	08/23/18
ITS2019-84	Intelligent	Private Sector Large	\$ 400.00	Mike	Clance	mike.clance@intelligent-its.com	Web	01/15/2019 10:26:14 AM EST
2018 Carry Over	iTraffic Engineering	Private Sector Small	\$ 150.00	Andy	Wang	andy.wang@itraficcengineering.com	Web	11/30/18
ITS2019-89	KCI Technologies, Inc	Private Sector Large	\$ 400.00	Chuck	Bailey	Charles.Bailey@kci.com	Web	01/15/2019 05:10:10 PM EST
ITS2019-92	Kimley-Horn	Private Sector Large	\$ 400.00	Kenn	Fink	Kenn.Fink@kimley-horn.com	Web	02/15/2019 09:08 AM EST
ITS2019-93	Lowe Engineers, LLC	Private Sector Large	\$ 400.00	Richard	Meehan	richard.meehan@loweengineers.com	Web	01/14/2019 04:20:44 PM EST
ITS2019-97	Marty Sas	Retiree	\$ 25.00	Marty	Sas	mksrs@mac.com	Web	01/25/2019 03:37:44 PM EST
2018 Carry Over	Paulding County DOT	Public Sector Large	\$ 350.00	Steven	Foy	steven.foy@paulding.gov	Check	10/15/18
ITS2019-108	Qfree	Private Sector Large	\$ 400.00	Chelsie	Mckittrick	cimckittrick@q-free.com	Web	01/15/2019 10:16:06 AM EST
ITS2019-110	RS&H	Private Sector Large	\$ 400.00	Sheila	Powell	sheila.powell@rsandh.com	Check	02/19/19
ITS2019-111	SEI	Private Sector Large	\$ 400.00	Mary	Thumaty	mthumaty@seengineering.com	Check	02/19/19
ITS2019-117	Southern Manufacturing	Private Sector Large	\$ 400.00	Jeremy	Huffman	jhuffman@southernmfg.com	Web	01/15/2019 08:50:32 AM EST
ITS2019-119	Stantec Consulting Services Inc.	Private Sector Large	\$ 400.00	Keith	Strickland	keith.strickland@stantec.com	Web	01/16/2019 06:45:01 AM EST
ITS2019-123	Temple	Private Sector Large	\$ 400.00	Winter	Horbal	winter.horbal@temple-inc.com	Web	02/04/2019 10:47 AM EST
2018 Carry Over	TrafficVision/Omnibond Systems LLC	Private Sector Large	\$ 400.00	Ray	Keys	raykeys@trafficvision.com	Web	09/25/18
ITS2019-128	Transcore	Private Sector Large	\$ 400.00	Betsy	Williams	betsy.williams@transcore.com	Web	01/16/2019 11:36:43 AM EST
ITS2019-130	Utilicom	Private Sector Large	\$ 400.00	Kelly	Mears	kmears@utilicomsupply.com	Web	01/14/2019 04:08:14 PM EST
ITS2019-138	Wolverton	Private Sector Large	\$ 400.00	Robert	Jacquette	rob.jacquette@wolvertoninc.com	Web	01/23/2019 05:28:32 PM EST
ITS2019-141	ZincFive Inc.	Private Sector Small	\$ 150.00	Peter	Ribek	pribek@zincfive.com	Web	01/17/2019 12:26:19 AM EST

Carry Over to 2019

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