

MINUTES
JOHNSON CITY REGIONAL ITS ARCHITECTURE AND DEPLOYMENT PLAN
Comment Resolution Workshop

September 28, 2006
Johnson City Transit Center
Johnson City, Tennessee

ATTENDANCE

Joe Armstrong, Tennessee DOT	Jeff Rawles, Johnson City MTPO
Glenn Berry, Johnson City MTPO	Joe Roach, Tennessee DOT
Donna Bridwell, Johnson City Transit System	Anthony Todd, City of Johnson City
Jane Fillers, Johnson City Transit System	Amy Lewis, Kimley-Horn and Associates
Donald Gedge, FHWA Tennessee Division	Richard Plowes, Kimley-Horn and Associates
Mike Potter, City of Elizabethton	

MINUTES

1. Introductions and Meeting Overview

Amy Lewis welcomed everyone to the final project workshop and thanked them for their participation in the Johnson City Regional ITS Architecture and Deployment Plan project.

Amy provided a brief overview of the purpose of the Comment Resolution Workshop. A Draft Regional ITS Deployment Plan was made available on the project website in mid September and a Draft Regional ITS Architecture was posted on the website in August 2006 (www.kimley-horn.com/projects/tennesseeitsarchitecture). The purpose of the Comment Resolution Workshop was to review both of these documents and discuss and resolve any additional comments.

2. Draft Regional ITS Deployment Plan

Amy proceeded through the Draft Regional ITS Deployment Plan and provided examples from key sections to familiarize the stakeholders with the document. The draft was posted on the website earlier in the month.

Attendees were asked to provide any additional comments on the project recommendations and priorities. Two projects were added to the ITS Deployment Plan at the meeting. They included a project to implement a battery back-up system for several key traffic signals in the City of Johnson City as well as a project to upgrade the Johnson City TMC to accommodate video from the CCTV cameras. Stakeholders agreed to communicate any additional comments to Kimley-Horn by October 10, 2006.

3. Draft Regional ITS Architecture

Several changes were recommended to the introduction section of the Regional ITS Architecture by Glenn Berry of the MTPO and those modifications will also be included in the introduction to the Regional ITS Deployment Plan to maintain consistency.

4. ITS Architecture and Deployment Plan Use and Maintenance Discussion

At the ITS Deployment Plan workshop in August stakeholders briefly discussed maintenance procedures for the Region. Based on that information the project team developed a use and maintenance plan that will be included in ITS Architecture

document. That procedure was presented to stakeholders at the Comment Resolution Meeting.

During the preparation of the Long Range Transportation Plan (LRTP) projects should be examined in order to ascertain whether they have ITS elements included. If ITS elements are included in the project, conformity with the Regional ITS Architecture should be verified. If the project does not conform, either the Regional ITS Architecture or the project should be modified to ensure conformity.

Modifying the ITS Architecture can be done using the ITS Architecture change form included in the Appendix of the Regional ITS Architecture document. The Johnson City Metropolitan Transportation Planning Organization (MTPO) will collect change forms until the next complete ITS Architecture update. In the event of a change, all stakeholders should be made aware of the update. Currently the LRTP updates occur on a four year cycle, with the next planned update set to take place in 2011. Stakeholders agreed that the ITS Architecture updates should be completed in the year prior to the LRTP update.

5. Wrap Up

Stakeholders were asked to submit any comments on the Draft Regional ITS Architecture and Deployment Plan by October 10, 2006. After the comments have been incorporated, draft final documents will be posted to the website. Stakeholders will be notified of their availability and given a short time to make any final comments. Kimley-Horn will then finalize the ITS Architecture and ITS Deployment Plan documents, develop an executive summary and send stakeholders copies of the final reports.

Amy thanked everyone for attending and for their participation throughout the project and encouraged the stakeholders to contact her if there are any questions in the future. There are no additional workshops scheduled for the Johnson City Regional ITS Architecture and Deployment Plan.