

# **INSTITUTE OF TRANSPORTATION ENGINEERS**

## **Section Annual Report**



for the period January 1, 2009 to December 31, 2009

for the San Diego Section



San Diego Section

Officers:

2009 Officers and Committee Chairs:

President	Maureen Gardiner
Vice President	Marc Mizuta
Treasurer	Saul Kane
Secretary	Dawn Wilson
Technical Chair	Samir Hajjiri
Membership Chair	Mark Jugar
SDSU Student Chapter Liaison	Ahmed Aburahmah
SDSU Faculty Advisor	Sherry Ryan
ITTJ Student Chapter Liaison	Edgar Monroy
Student Scholarship Chair	Zoubir Ouadah
Directory/Roster	Monique Chen
Elections	Joe De La Garza
Golf Tournament	Scott Eisenhart
Internet Home Page	Mychal Loomis
Meeting Location	Solomon Abraham
Meeting Program	Minjie Mei
Newsletter	Arun Gajendran
Transp. Capacity & Mobility Task Force	Erik Ruehr
Transportation Prof. Organizations Liaison	John El Khoury

Membership:

Number	Membership Grade	Section Annual Dues Rate
0	Honorary	\$0
18	Fellow	\$20
16	Fellow Life	\$0
1	Fellow Retired	\$20
0	Member 10	\$ 20
128	Member	\$20
10	Member Life	\$0
4	Member Retired	\$20
7	Institute Affiliate	\$20
0	Institute Affiliate Retired	\$20
47	Student Member	\$0
<b>231</b>	<b>Total</b>	

Section Affiliates [List Each Type]:

22	Local Area Affiliates	\$25
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San Diego Section

Financial: Does your section have a Federal Employer Identification Number? [X] Yes [ ] No  
If yes, what is the number? 52-1332596

Balance of Funds on hand at the Beginning of the Reporting Period:

General Fund	\$2,505.44	
Student/Scholarship Fund	\$2,065.92	
Cash	\$15.00	
<b>TOTAL BEGINNING BALANCE</b>		<b>\$4,586.36</b>

Income for the Reporting Period:

Membership Fees	\$3,075.00
Gross Income from Meetings	\$12,234.00
Investment Income	\$0.00
Advertising Income (newsletter)	\$1,325.00
Section Sponsorship (General, Holiday Party, etc.)	\$4,300
Other Principal Sources of Income:	
Golf Tournament	\$8,602.00
Holiday Party (Hilton Mission Bay)	\$4,285.00
Student/Scholarship Fund (raffle, donation, golf)	\$1,750.41
<b>Total Income:</b>	<b>\$35,571.41</b>

Expenditures for the Reporting Period:

Newsletter Printing/Postage	\$0.00
Travel	(\$1962.40)
Section Meetings	(\$10,983.74)
Awards (Plaques)	(\$93.74)
Other Expenditures:	
Tijuana Student Chapter Meeting	(\$37.09)
Executive Board Meetings	(\$636.76)
Past Presidents Meeting	(\$283.91)
Golf Tournament	(\$6,394.15)
Holiday Party	(\$6,462.98)
Summer Family Picnic	(\$599.25)
Western District Student Endowment Fund	(\$1,000.00)
Website subscription	(\$81.12)
Adjustment to Student Chapter	(\$33.41)
Student Chapter Meeting	(\$255.20)
Student Expenses for Annual Meeting	(\$1,647.14)
Student Scholarships	(\$1,000.00)
<b>Total Expenditures:</b>	<b>(\$31,470.89)</b>

**NET INCOME (EXPENSE) \$4,100.52**

Balance of Funds on hand at the End of the Reporting Period:

General Fund	\$ 7,772.89	
Student/Scholarship Fund	\$ 913.99	
Cash	\$ 0.00	
<b>TOTAL ENDING BALANCE</b>		<b>\$8,686.88</b>



## San Diego Section

Was there a change in the Section Bylaws during this reporting period? [] Yes [  ] No

A copy of the Bylaws which were amended to add Section 3.4 which recommends that the Student Chapter Faculty Advisor and Student Chapter Professional Liaison be added as ex-officio non-voting members of the Executive Board and approved at 2009 Western District Annual Meeting is attached.

### **Section Activities Summary**

#### **Technical Activities:**

The San Diego Section has an active Transportation Capacity and Mobility Task Force with 24 members who meet on a quarterly basis with the following purposes: (1) Share information to keep task force members informed of current issues related to transportation capacity and mobility in the San Diego area; (2) Act as a resource to the ITE San Diego Section and others in the transportation community to provide technical review on current transportation issues; and (3) Occasionally publish technical papers that provide information or guidance to ITE members on how to deal with common transportation issues in the San Diego area.

Key activities of the task force in 2009 included the following: (1) Provided technical review of the San Diego Association of Governments (SANDAG) Smart Growth Trip Generation and Parking Guidelines Study; (2) Prepared a problem statement on greenhouse gas issues (California State Laws AB 32 and SB 375) and received a report from SANDAG on current efforts to respond to greenhouse gas issues; and (3) Continued work on a Ramp Meter Analysis Paper that would provide guidance on calculating ramp meter queues, mitigating the effects of the queues, and determining fair share contributions for development projects toward ramp meter improvements.

The Section held two technical workshops and one technical tour during 2009. A joint workshop with the Southern California Section on pedestrians was held in March, a technical tour of the Caltrans District 11 Transportation Management Center (TMC) was held in April, and a workshop on Transit Priority Measures was held in December. These are described in more detail in the meeting summary on the following pages.

#### **Meetings held during this reporting period:**

The San Diego Section held a total of thirteen section meetings, workshops, and social events in 2009 as described below. In addition, the Executive Board met monthly in order to plan these activities and take care of the Section's business; the Transportation Capacity and Mobility Task Force met quarterly; and the Section's Past Presidents met with the Executive Board in what has



## San Diego Section

become an annual tradition to share ideas and input on potential meeting and workshop topics and section activities.

Date: January 8, 2009      Location: Hilton Garden Inn in Carlsbad, CA      Attendance: 63  
Purpose: Section annual North County luncheon meeting with Deborah Van Wanseele of the City of San Diego presenting on the City's Red Light Photo Enforcement Program.

Date: February 5, 2009      Location: Handlery Hotel in San Diego, CA      Attendance: 63  
Purpose: Section luncheon meeting with Gustavo Dallarda of Caltrans District 11 presenting on the I-15 Managed Lanes project.

Date: March 13, 2009      Location: El Adobe, San Juan Capistrano, CA      Attendance: 75  
Purpose: Joint workshop and luncheon meeting with the Southern California Section with workshop speakers Dr. Richard Dowling from Dowling & Associates covering Pedestrian Level of Service, Dr. Sherry Ryan of Alta Planning & Design covering Pedestrian Master Planning Efforts, and Ryan Snyder from the Ryan Snyder Associates discussing Factors Affecting the Pedestrian Environment; and luncheon presentation by Dr. Richard Dowling, on Multimodal Level of Service Analysis for Urban Arterials in the 2010 Highway Capacity Manual Update.

Date: April 2, 2009      Location: 94<sup>th</sup> Aero Squadron, San Diego, CA      Attendance: 55  
Purpose: Section luncheon meeting followed by a technical tour of Caltrans District 11 Transportation Management Center (TMC) by Everett Townsend of Caltrans.

Date: May 1, 2009      Location: The Vineyard, Escondido, CA      Attendance: 74  
Purpose: Annual Golf Tournament.

Date: June 4, 2009      Location: 94<sup>th</sup> Aero Squadron, San Diego, CA      Attendance: 65  
Purpose: Section luncheon meeting with Jose Martinez of the California High Speed Rail Authority on the California High Speed Train Project.

Date: July 26, 2009      Location: Mission Bay Park, San Diego, CA      Attendance: 63  
Purpose: Section's Second Annual Summer Social – Family Picnic and Games Day.

Date: Sept. 3, 2009      Location: Handlery Hotel, San Diego, CA      Attendance: 64  
Purpose: Section workshop with Dennis Wahl of IBI Group covering Planning for Transit Priority Measures, Anush Nejad of Kimley Horn & Associates covering Evaluation & Design of Transit Priority Measures and Bill Shao and Chun Wong of the Los Angeles Department of Transportation covering Implementation and Operational Issues with Transit Priority Measures;



## San Diego Section

and luncheon presentation by Joe De La Garza of KOA Corporation on the current status of Bus Rapid Transit (BRT) projects in the region.

Date: Oct. 1, 2009 Location: San Diego State University, San Diego, CA Attendance: 87  
Purpose: Section annual joint meeting with the SDSU Student Chapter featuring a panel of professionals discussing their careers and advice for students including Pedro Orso Delgado from the City of Santee, Toni Bates from Parsons Brinckerhoff, and Gary Halbert from the City of Chula Vista.

Date: Nov. 21, 2008 Location: Hilton Mission Bay, San Diego, CA Attendance: 68  
Purpose: Section Holiday Dinner Dance.

Date: December 3, 2008 Location: Crown Plaza Hotel, San Diego, CA Attendance: 60  
Purpose: Section luncheon meeting with Bob Leiter from the San Diego Association of Governments (SANDAG) presenting on the Regional Transportation Plan.

### **Student Chapter Activities during this reporting period:**

#### San Diego State University (SDSU) Student Chapter

The SDSU Student Chapter has grown significantly in the last year with 78 student members reported by the Chapter in March 2010. Several student members assisted the Section at the 2009 Annual Golf Tournament in May and at the Summer Social in July. Five student members attended the 2009 Western District Annual Meeting and Exhibit in Denver where they interacted with other student chapter members and professionals, attended technical sessions, and made it to the Western District Student Traffic Bowl semi-finals.

The SDSU Chapter held three meetings in the Fall of 2009. The first meeting was also attended by several San Diego Section officers and included an introduction to ITE, an update on school tutoring opportunities and information on the Section's Student scholarships. The second was a joint professional/student chapter luncheon meeting on campus. A distinguished panel including Pedro Orso Delgado (City of Santee), Toni Bates (Parsons Brinckerhoff), and Gary Halbert (City of Chula Vista) discussed their careers and opportunities in transportation. The final Chapter meeting of 2009 included discussion of the Western District ITE Data Collection Project and coordinating the chapter's proposal. Maureen Gardiner, San Diego Section President also attended to make announcements and answer questions.

To date, the Student Chapter met twice in 2010 including a presentation by Faculty Advisor Dr. Sherry Ryan about the importance of long-range city and community planning of bicycle and pedestrian facilities and how GIS modeling is used in planning. The Chapter has planned several



## San Diego Section

fundraisers to support field trips and travel expenses for the Western District Annual Meeting in San Francisco.

### Instituto Tecnológico de Tijuana (ITT) Potential Student Chapter

The San Diego Section's Professional Liaison made multiple attempts to contact ITTJ student members who previously volunteered for the leadership board, and traveled to Mexico in order to meet with the ITTJ Student Chapter Advisor but was unable to organize a third annual joint meeting with the San Diego Section or follow up on officially establishing the Student Chapter. The San Diego Section remains open to facilitating the establishment and growth of a student chapter at ITTJ.

### **Scholarships:**

The San Diego Section offered scholarships to local student ITE members. Applications were provided at our October Joint Meeting with the SDSU Student Chapter, and three \$500 scholarships awarded to three student members at our December 2009 meeting.

### **San Diego Section Website:**

The San Diego Section maintains a website which recently was upgraded and took on a new location at [www.sandiegoite.org](http://www.sandiegoite.org). The website contains information on upcoming events and meetings, provides access to electronic versions of the San Diego ITE newsletters, presentations, membership directory, and other section-wide documents, includes a photo gallery of section activities, and also contains information on the San Diego State University Student Chapter. Over the past year the website has been used nearly twice as much as it had been previously, which created the demand for an upgrade. The website serves as a good, quick reference for the chapter that is kept current by input from all of the ITE Board members.

### **San Diego Section Newsletter:**

In 2009 the Section published ten electronic newsletters which are posted to our website. Each newsletter generally featured details on our upcoming luncheon meeting or other event, a President's message, a feature article by the newsletter sponsor for that month, other articles of interest to members, photos from recent events and advertisements.



INSTITUTE OF TRANSPORTATION ENGINEERS  
SAN DIEGO SECTION

BY LAWS

**ARTICLE I - MEMBERSHIP**

*Section 1.1* - Membership of the Section shall consist of those Institute members meeting the requirements specified in the Section Charter. Section affiliates shall be limited to those persons who meet the requirements of Section 3.3 of the Section Charter.

*Section 1.2* - All applications for Section affiliate, except by engineering students, shall include as reference the names of not less than five persons to whom the candidate is personally known, at least three of whom shall be Institute members, and the remainder shall be members of the Founder Engineering Societies or persons of recognized reputation in transportation. All applications for Section affiliate by a student shall be certified by a faculty member at the engineering school attended by the applicant. The Section executive Board may waive these reference requirements.

*Section 1.3* - The Vice President shall process Section affiliate applications, including securing confidential reports from the applicant's references, as required. The Vice President shall forward the application, the applicant's experience record and all confidential reports from the references, together with a recommendation to the Section Executive Board, for final action.

*Section 1.4* - Prior to final action by the Section Executive Board, the members of the Section shall be notified of the name, address, and occupation of each applicant for Section affiliate either by mail or by announcement in the Section publication.

*Section 1.5* - Election of Section affiliates shall be by majority vote of the Section Executive Board.

*Section 1.6* - Any Institute member or any Section affiliate may resign from the Section by written communication to the Section Executive Board.

*Section 1.7* - Any Institute member or Section affiliate whose Section dues are more than one year in arrears shall be dropped from Section affiliation by the Section Executive Board and the unpaid dues shall become an obligation to be paid before the delinquent can be restored to good standing in the Section.

*Section 1.8* - Any Institute member whose Institute membership has been forfeited shall also forfeit membership in the Section, and will be eligible to reapply for membership in the Section only if reinstated to membership in the Institute who is placed on inactive status by the Institute Board of Direction shall also be placed on inactive status by the Section Executive Board.

*Section 1.9* - The Section Vice-President should annually review the qualifications of Section affiliates. As soon as any Section affiliate meets minimum qualifications for Institute membership, the person shall be so notified.

*Section 1.10* - Any Section affiliate who advertises, uses, or attempts to use identification with the Institute in any manner whatsoever, with intent to derive personal gain therefrom, shall forfeit affiliation with the Section.

*Section 1.11* - The Section Executive Board shall consider the expulsion of any Section affiliate (a) upon information coming to its notice, or (b) upon request of five or more members, or (c) upon recommendation of the Section Membership Committee. The Section Executive Board shall thereupon follow the procedure set forth in the Institute Constitution and Bylaws.

*Section 1.12* - Any Section member designated as an Honorary member of the Institute of Transportation Engineers shall automatically become a Section Distinguished Member. In addition, the Section Executive Board may designate up to five additional members as Section Distinguished Members based on long standing service to the Section, profession, and



community. Any retired individual so honored shall have their annual dues to the Section waived.

## **ARTICLE II - FEES, DUES, AND ASSESSMENTS**

*Section 2.1* - The fiscal year of the Section shall be from January 1 to December 31.

*Section 2.2* - Fees and annual dues schedule of the Section may be established by the Section Executive Board. Institute members not required to pay Institute dues shall not be required to pay Section dues.

*Section 2.3* - Members of other ITE Sections who relocate to the San Diego Section shall not be required to pay any additional dues in the current year if they have paid dues previously to another Section.

*Section 2.4* - The Executive Board shall annually establish a fee for mailing the monthly newsletter to non section members. The Executive Board however, may waive the mailing fee to organizations or individuals at their sole discretion.

## **ARTICLE III - OFFICERS AND EXECUTIVE BOARD**

*Section 3.1* - The elected offices of the Section shall include: a President, a Vice-President, a Treasurer and a Secretary. Officers shall be elected at the Annual Section Meeting and will assume office at the beginning of the fiscal year.

*Section 3.2* - The terms of President, Vice-President, Treasurer and Secretary shall be for one year. No officer shall reoccupy the same elective office for more than one full consecutive term.

*Section 3.3* - The Executive Board shall consist of the four elective officers and most immediate Past President whose term has most recently expired and who is still a resident within the Section. Any three members of the Executive Board shall constitute a Quorum.

*Section 3.4* - In addition to the elective officers identified in Section 3.1, it is recommended that a Student Chapter Faculty Advisor(s), appointed by the Student Chapter, and a Student Chapter Professional Liaison(s), appointed by the Section President, serve as "ex-officio, non-voting" members of the Section Executive Board. Both positions are appointed on January 1 of each year and approved by the District Board of Direction at the mid-year Board meeting.

*Section 3.5* - In the event of a vacancy occurring in the office of President, the unexpired term shall be filled by the Vice-President. In the event of a vacancy occurring in the offices of Vice-President, Treasurer or Secretary, the Executive Board shall appoint a member to fill the unexpired term.

## **ARTICLE IV - DUTIES OF OFFICERS**

*Section 4.1* - The President shall preside at all meetings of the Section, shall appoint chairpersons of all committees, shall serve as the Section representative to the District and shall perform all other duties ordinarily devolving upon the office of President. He/she shall submit an annual report to the District 6 Board of Direction describing the Section activities as specified in the Charter.

*Section 4.2* - The Vice-President shall, in the absence or incapability of the President, perform the duties of that office. He/she shall be responsible for arranging the program for Section meetings. He/she shall assist the President in coordinating activities of the Section and shall accept such duties as the President designates. He/she shall process all Section affiliate applications as noted in Article I, Section 1.3 and annually review their qualifications as noted in Section 1.9 of the same Article.

*Section 4.3* - The Treasurer shall collect and be custodian of all funds of the Section. He/she shall prepare any reports concerning the Sections fiscal affairs which may be required by ITE Headquarters or District 6. He/she shall pay out said funds when properly approved by the President and shall keep an itemized account of receipts and expenditures and shall perform all other duties ordinarily devolving upon the office of Treasurer.



*Section 4.4* - The Secretary shall keep the minutes of the Section meetings; shall keep complete roll of membership; shall handle necessary correspondences; shall regularly submit to the Editor of the District publication (Western ITE) a resume of meetings and technical sessions as well as Section and member activities.

#### **ARTICLE V - NOMINATION AND ELECTION OF OFFICERS**

*Section 5.1* - The Executive Board shall annually set the date for election of officers. This date shall coincide with a regular meeting of the section and shall occur prior to the end of the fiscal year.

*Section 5.2* - The President shall appoint a Nomination Committee composed of three voting members who are not officers. The Nominating Committee shall nominate one or more qualified candidates for each office. The Vice President shall be one of those nominated for President. The Treasurer shall be one of those nominated for Vice President. The Secretary shall be one of those nominated for Treasurer. The nominations shall be presented to the Section Membership at the meeting preceding the annual election. Nominations may be made from the floor at the time of the meeting.

*Section 5.3* - Not later than three weeks prior to the election date, the Secretary shall send to each eligible voter a final ballot listing the candidates nominated for offices. Final ballots shall be returned by eligible voters to the Secretary no later than the election date. The candidate receiving the highest number of votes for each office shall be declared elected. In case of tie, the Executive Board shall choose between the candidates.

#### **ARTICLE VI - GOVERNMENT**

*Section 6.1* - The government of the Section shall be vested in its Executive Board.

*Section 6.2* - The Executive Board shall establish policies for the operation of the Section in conformity with the provisions of the Institute Constitution, District Charter and Bylaws, and Section Charter.

*Section 6.3* - The Executive Board shall meet at the Annual Meeting and at such other times and places as the President may determine.

*Section 6.4* - The Executive Board shall act upon all proposals received from its Committees or members on matters intended as policies, standards or recommendations of the Section. Approval by a majority of the membership shall be required before Section policies, standards, or recommendations shall be official statements.

*Section 6.5* - The President shall be an ex-officio member of all committees, except the nominating committee.

*Section 6.6* - Prior to the District Annual Meeting, the President shall appoint chairpersons of committees. Committees shall be established by the Executive Board or as required by the Institute or District.

*Section 6.7* - The President may appoint one or more members to serve on non-ITE committees of local, state or regional significance.

#### **ARTICLE VII - SECTION MEETINGS**

*Section 7.1* - Not less than four meetings of the members of the Section shall be held in any fiscal year. Only one Annual Meeting of the Section shall be held in any fiscal year, at a time and place approved by the Executive Board. In general, the Annual Meeting will be held in November of each year.

*Section 7.2* - A report of the financial condition of the Section and reports of the officers and committees shall be presented at each Annual Meeting.

#### **ARTICLE VII - VOTING AND VOTING ELIGIBILITY**

*Section 8.1* - Voting for officers, for amendments to these Bylaws, for petitions to amend the Charter, and for other matters which affect the relationship of the Section to the District shall be by secret ballot.



*Section 8.2* - Voting procedure shall conform to those outlined in the District 6 Bylaws.

*Section 8.3* - Only members of the Section whose Section dues are current shall be eligible to vote.

**ARTICLE IX - AMENDMENTS**

*Section 9.1* - Proposals to amend these Bylaws or to petition amendments to the Charter may be made by resolution of the Executive Board or by written petition signed by at least five percent of eligible voting members.

*Section 9.2* - These Bylaws shall be amended only after the proposed amendment has been submitted in writing to the Executive Board of the Section at least 45 days in advance of the date at which action is proposed. The Executive Board shall submit the proposed change to the membership as provided in the Charter.

*Section 9.3* - All amendments must be approved by the District 6 Board of Direction of the Institute of Transportation Engineers and shall become effective after written approval from the District Board of Direction has been received by the Section President.

Approved by District 6, June 20, 2004

Amendment Approved By:

San Diego Section, June 3, 2004

San Diego Section, January 7, 2008

San Diego Section, April 15, 2009

  
\_\_\_\_\_  
President

  
\_\_\_\_\_  
Vice President

  
\_\_\_\_\_  
Treasurer

  
\_\_\_\_\_  
Secretary

  
\_\_\_\_\_  
District 6 President

July 12, 2009  
Date



San Diego Section

Attachment 2  
2009 Photos



January 2009 Luncheon Meeting



February 2009 Luncheon Meeting



March 2009 Joint Meeting with So. Cal. Section



April 2009 Caltrans District 11 TMC Tour



May 2009 Golf Tournament Winners



June 2009 Luncheon Meeting



San Diego Section

Attachment 2  
2009 Photos



July 2009 Summer Social



July 2009 SDSU Students Western District Meeting



September 2009 Transit Priority Workshop



September 2009 Luncheon



October 2009  
Joint Meeting with SDSU



December 2009 Luncheon Meeting





San Diego Section

Attachment 2  
2009 Photos



November 2009 Holiday Dinner Dance