

COUNTY ROAD ADMINISTRATION BOARD

JAY WEBER, EXECUTIVE DIRECTOR

CRAB QUARTERLY REPORT

Issue 1

October 2011 – January 2012

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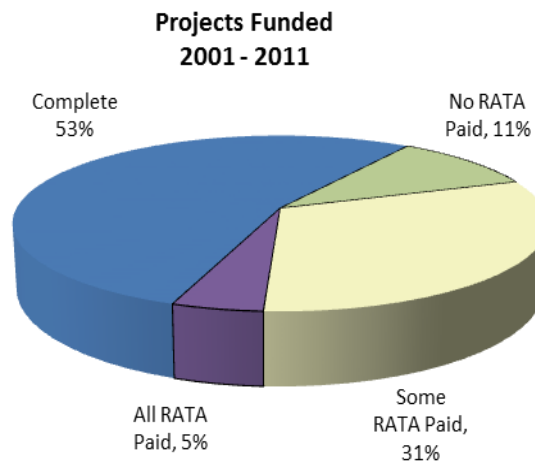
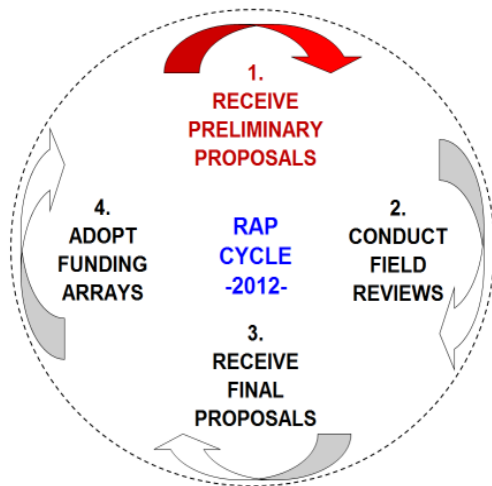
RURAL ATERIAL TRUST ACCOUNT (RATA) ACTIVITY AND BALANCE SUMMARY

Circle Chart:

Of the four major tasks to be accomplished in 2012, CRAB is currently receiving project proposals for funding in 2013.

Pie Chart:

This chart is a summary of Project Status totals (details below)



Project Status

The table below shows 961 projects have been completed of a total of 1,060 projects. Ten other projects are also completed but are not closed out. 67 projects are in design or construction while 22 projects are in planning stage.

Project Status:	'83-'01	'01-'03	'03-'05	'05-'07	'07-'09	'09-'11	'11-'15	TOTAL
Completed	847	34	35	18	22	5	0	961
All RATA Paid (Completion is pending)	2	3	1	2	1	1	0	10
Some RATA paid	1	0	8	8	23	26	1	67
No RATA Paid	0	0	0	1	3	17	1	22
TOTAL	850	37	44	29	49	49	2	1060

Fund Status

Total revenue committed to projects since 1983 is \$485,781,143. Total expenditures to-date is \$437,214,814. Another \$107,291,417 is committed to current funded projects, which means the program is over obligated (to give counties start-up cost payments) by approximately \$59,000,000.

Anticipated Revenue to end of '11 - '13 Biennium:

Fuel tax receipts and interest to June, 2011	448,319,543
Estimated fuel tax receipts and interest July 2011 thru June 2013	<u>37,461,600</u>
	485,781,143

RAP Expenditures to date:

To Completed Projects	393,365,528
To Projects in Design or Under Construction	35,304,395
Administration	<u>8,544,890</u>
	437,214,814

RAP Obligations:

RATA Balance on Uncompleted Current Projects	107,291,417
Additional yet to allocate	
Estimated remaining administration through 2011 - 2013 biennium	<u>711,000</u>
	108,002,417

Quarter 4 – 2011 RATA Activity

RATA activity, October through December, 2011, shows that the balance in the account has dropped from ~\$25 Million in October to ~\$22 Million in December.

MONTH	BEGINNING BALANCE	MVFT REVENUE	INTEREST	PROJECT PAYMENTS	#	ADMIN CHARGES	ENDING BALANCE
October	\$25,180,969.14	\$1,697,486.28	\$32,576.93	\$2,336,535.83	26	\$42,735.96	\$24,531,760.56
November	\$24,531,760.56	\$1,551,672.05	\$18,181.70	\$2,871,454.47	14	\$32,176.07	\$23,197,983.77
December	\$23,197,983.77	\$1,567,024.95	\$5,706.00	\$2,785,501.83	12	\$34,758.06	\$21,950,454.83
TOTALS:		\$4,816,183.28	\$56,464.6	\$7,993,492.13	52	\$109,670.09	

Staff Contact: Randy Hart, Randy@crab.wa.gov, (360) 350-6081

TRAINING

Training Conducted

Date	Training	Location	Number of Participants	Counties Represented
Oct. 12	Mobility	Wenatchee		
Oct. 12-13	Basic AutoCAD	CRAB	7	3
Nov. 1-3	Road Design Conference	Vancouver	45	
Nov. 29	Mobility	Walla Walla		
Dec. 5-6	Basic AutoCAD	CRAB	10	4
Dec. 7-9	Advanced AutoCAD	CRAB	6	2
Dec. 6-8	County Engineer	CRAB	11	6

Future Training Opportunities

Date	Training	Location	Registration Deadline
Feb. 7-9	AutoCAD Civil 3D	CRAB	
Feb. 15	County Engineer "Lite"	Pacific Co.	
Feb. 28-March 1	AutoCAD Civil 3D	CRAB	
May 1-3	County Engineer	CRAB	

County Engineer Desk Manual

For many years, CRAB has provided County Engineers and other county Public Works staff a variety of information resources. One of these information resources is the County Engineers' Desk Manual which contains guidance on a variety of technical and administrative issues affecting counties and county engineering functions. Following more than a year in development, a major revision was released in November 2010 and first amended in May 2011.

In addition to continued use as a hardcopy reference notebook, the design of the new Desk Manual takes advantage of current internet technology through the inclusion of over 1,500 internet "hotlinks" embedded within the document's text.

The most recent update to this Manual was released November 2011, and included:

- Amend Section 1.2.0 - added links and material regarding public lands, population, and county roads
- Amend Section 2.1.1 - added material regarding "road purpose"
- Amend Section 2.1.3 - additional WAC references
- New Section 2.1.7 - Risk Management
- Amend Section 3.1.2 - amended property tax information
- Amend Section 3.2.1 - added material regarding state transportation plans
- Amend Section 8.3.0 - added internet links to various training opportunities
- Amend Section 8.6.0 - updated Desk Manual change record and listing of available supplemental information
- Correction of various broken or updates to internet "hotlinks"

County Engineer Training – December 6-8, 2011

CRAB continues to provide County Engineer training. The training focuses on the various legal and procedural requirements of County transportation related planning, budgeting, and other administrative matters, especially those specifically required of the County Engineer. The training is designed for, and most effective, when there is a mix of counties represented as well as a mix of County Engineer, Public Works Director, Assistant CE's and PWD's, and other senior PW staff specialists.



Executive Director Jay Weber providing insight at County Engineer's training.

While this training has been provided by CRAB for many years, it is constantly revised to highlight current issues and challenges.



Engineer training participants: Greg Cardwell, Grant; Jon Brand, Kitsap; Ramiro Chavez, Pierce; and Doug Bramlette, Douglas.

During December 6-8, an 18-hour training agenda was presented at the CRAB office.

It included 11 participants, representing 7 different counties. The agenda included:

- General information about counties, county roads, and county officials
- Summary of laws and rules affecting the Office of the County Engineer
- Introduction of and discussion about:
 - Management, accounting, and purchasing
 - Taxes and other revenues
 - Planning and program development
 - Reporting requirements and audits
- Summary of other support services available through CRAB

While these 3-day sessions are very intense as to agenda content, there is significant amount of time built into the agenda to promote learning by applying the presented material through discussion of real-time issues and questions. The mix of counties and county staff specialties represented December 6-8 allowed for very lively discussion and debate on a variety of current matters of particular interest to the participants.

STANDARDS OF GOOD PRACTICE

Standards of Good Practice Report Submittals, December 31, 2011

Staff Contact: Bob Moorhead, BobM@crab.wa.gov, (360) 350-6083

- Annual Construction Program for 2012
- County Arterial Preservation Program (CAPP) for 2012
- Pavement Management System Certification for 2011
- County Budget Summary for 2012
- Work Plan and Budget for Maintenance Management for 2012
- Six-year Transportation Improvement Plan, 2012-2017 (WSDOT form)

All 39 counties submitted the required forms by the established deadline.

Future Submittal Deadlines

April 1, 2012:

- Traffic Law Enforcement Certification for 2011
- Fish Passage Barrier Expenditures for 2011
- Annual Construction Report for 2011
- Annual CAPP Report for 2011
- Annual Certification for 2011
- Annual Certification for Maintenance Management System

STAFF ACTIVITIES

Agency Visits

Staff Contact: Jay Weber, Jay@crab.wa.gov, (360) 753-5989

- November 1: Skagit
- November 29: Whatcom
- December 1: Mason County

Rural Arterial Program (RAP) Project Field Reviews

Staff Contact: Bob Moorhead, BobM@crab.wa.gov, (360) 350-6083

- November 9-10: Lincoln, Grant, and Pierce Counties
- November 15: Island County

Inter-Agency and Professional Association Meetings

Staff Contact: Walt Olsen, Walt@crab.wa.gov, (360) 350-6080

- November 2: Connecting Washington
- November 9: FMSIB Project Selection Technical Committee
- November 16: State Auditor's Office Local Government Advisory Committee
- November 16-17: WSACE Fall Conference, Bellevue
- November 16-18: Northwest Pavement Management Association, Vancouver
- November 30: WSACE Performance Measures Workshop
- November 30: State Auditor's Office
- December 9: APWA Area Meeting West, Woodinville

TECHNOLOGY UPDATES

Mobility – Transportation Asset Management

Further development and enhancements to Mobility continued this past quarter. On October 13th Mobility 3.1.0 was released which had several enhancements requested by Mobility users. It included a new comment field available in all inventories, sign retro-reflectivity techniques, a few new canned reports, some new custom report views for various inventories and a cloning feature for maintenance. Many small ease-of-use features were also included in 3.1.0.

On October 17th SignRate 2.0 was released that included a number of new features. Uploads and downloads between Mobility and SignRate are now simpler and faster now that these are done directly from SignRate using web-services. Location information is clarified while in the field with the addition of reference points and coordinates to the mobile application.

Good progress has been made in adding new inventories for Railroad Crossings, Short Span Bridges, Traffic Signals, Cattle Guards and Curb Ramps. Users of Mobility can expect these and other valuable enhancements to Mobility in the next release, expected in early 2012.

Design Engineering Program

The CRAB design engineer continues to provide excellent support and training to all of Washington's county road design staff. The challenge of having most counties changing to the AutoCAD Civil 3D software for their design efforts has been answered in various and creative ways. He has dedicated himself to becoming a necessary expert in Civil 3D as well as continuing to provide support for those who

continue to use the Eagle Point software. He gives introductory classes in Civil 3D on a regular basis here at the CRAB training facility. Each student attending one of these classes saves their county about \$1295. He currently brings in an outside expert for assistance in the advanced training but expects to take over that role later this year.



Jim Ayres, PE, CRAB Design Engineer and Heath Henderson, PE, Clark County at the 2011 RDC in Vancouver.

The annual Road Design Conference was a great success in October with attendees from more than twenty counties. Attendance was somewhat less than in the past due to our poor economy but is still very valuable to those willing to make the commitment. The event promotes highly valuable networking and collaboration among attending county design staff, vendors, consultants and other experts in the design discipline. Presentations included the significant switch to AutoCAD Civil 3D by CalTrans for their road and highway projects, the I-5 Columbia Bridge replacement, the US Army Corp of Engineers vision in using Building Information Modeling, managing base map data, best practices in pavement preservation, and ADA requirements for sidewalks, curb ramps and crosswalks.

CRAB Website and Online Assistance

The CRAB technology team continues to take advantage of emerging technology and state-of-the-art methods in our efforts to assist counties. RAP Online was enhanced this last quarter and has been embraced by its users. The CRAB grant program manager is able to better manage the RAP Program. County RAP managers have a more flexible and complete access to their project information more ease in submitting, managing and tracking projects. CRAB IT has implemented two forums by which users of both Mobility and Design Software can easily interact with each other and with CRAB on troublesome issues or simply finding better and more efficient solutions. The CRAB Technology Forum link is found under the Technology tab on the CRAB website home page or at <http://wscrab.websitetoolbox.com/>.

CRAB Systems Review

CRAB's network infrastructure uses state-of-the-art technologies to assure a stable and secure computing environment for agency staff and for our customers. The utilization of latest technologies such as virtualization, clustering, cloud computing, remote desktop and web services ensures a highly reliable, safe and high-performance environment. Downtime over a seven year period has been less than one percent. Various software and hardware devices prevent unwanted intrusions, viruses and SPAM from impeding efficiency. Email filters and appliances together stop about 97% of unwanted email. The privacy and confidentiality that these barriers provide is all the more important when you consider that well over 500 county personnel securely and safely access CRAB systems daily. Staff Contact: Steve Hillesland, Steve@crab.wa.gov, (360) 350-6087

The screenshot displays the Washington State County Road Administration Board website. The header includes the Washington State logo, the CRAB logo, and the title "County Road Administration Board". A navigation menu contains links for Home, Administration, Funding, Engineering, Technology, Counties, Library, and Contact. The main content area features a search bar, project links, and a "Completed Project Report" for "Klickitat COUNTY - HORSESHOE BEND ROAD - Reconstruction". The report includes project details such as Project Number (2005-01), Mileposts (5.090 to 10.670), Funds Paid (\$2,192,663), Date Approved (04/29/2005), and Completion (2011). It also contains a description of the road's history and the improvements made, along with a "Before and After" photo comparison. The footer includes copyright information and additional navigation links.

JANUARY 2012 CRABOARD MEETING

County Engineer Changes

By phone on November 7, 2011, and by e-mail on December 23, 2011, Asotin County announced that Joel Ristau, PE, would resign as County Engineer, effective December 23, 2011. An agreement with Garfield County for County Engineer services has been signed and interviews were conducted on Tuesday, January 24, 2012, for the position of Public Works Director/County Engineer. *Staff Contact: Walt Olsen, Walt@crab.wa.gov, (360) 350-6080*

Collision Locating Coding Form Submittals

The Standards of Good Practice require the counties to respond to at least 90% of the collisions compiled by the WSDOT Statewide Traffic and Collision Data Office (STCDO). As of December 31, 36 of 39 counties were at or above this performance measure. Three counties (Benton, Columbia, and Garfield) were at better than 83%, but were experiencing difficulties in accessing the WSDOT on-line data for 1 to 15 collision reports. Based on the data readily available from WSDOT, all 39 counties are in full compliance, with an overall compliance rate of 96.5%. We are still experiencing a delay of 3-7 months in posting of collisions by WSDOT. *Staff Contact: Bob Moorhead, BobM@crab.wa.gov, (360) 350-6083*

CRABoard Meeting Agenda

The CRABoard meeting agendas are posted ten days prior to the next CRABoard meeting. The Board's next scheduled meeting is April 26-27, 2012 in Olympia. Past agendas and meeting minutes can also be found at the following link.

<http://www.crab.wa.gov/CRABoard/meetings/meeting.cfm>.

Staff Contact: Karen Pendleton, Karen@crab.wa.gov, (360) 350-6077

Summary of State Auditor's Reports Findings

Staff reported that 19 county audit reports representing 16 counties had been reviewed since the October 2011 Board meeting. *Staff Contact: Walt Olsen, Walt@crab.wa.gov, (360) 350-6080*

Legislative Update

Staff reported on bills of interest to the counties including the Transportation Supplemental Budget bill. *Staff Contact: Jeff Mosen, Jeff@crab.wa.gov, (360) 350-6079*