

COUNTY ROAD ADMINISTRATION BOARD

JOHN KOSTER, EXECUTIVE DIRECTOR

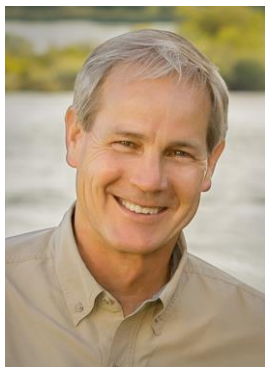
CRAB QUARTERLY REPORT

Issue 36

November 2020 – January 2021

IN THIS ISSUE

- CRABOARD WELCOMES COMMISSIONER BRAD PECK.....2
- KATHY O'SHEA RETIRES.....2
- WELCOME ANGELA RICE.....2
- OCTOBER CRABOARD MEETING.....2-6
- CRAB TRAINING.....6-7
- INFORMATION SERVICES DIVISION UPDATE.....7
- DESIGN SYSTEMS & UAS PROGRAM UPDATES...7-8
- GRANT FUNDING.....9



CRABOARD WELCOMES FRANKLIN COUNTY COMMISSIONER BRAD PECK

The CRABoard welcomed Commissioner Brad Peck to the Board. His term began on January 1, and will expire June 30, 2022. Commissioner Peck is representing medium counties with a population of over 30,000 and less than 150,000. Welcome Commissioner Peck!

CRABOARD CONGRATULATES KATHY O'SHEA ON HER RETIREMENT

The CRABoard congratulated Kathy O'Shea on her retirement after almost 18 years at the County Road Administration Board. Kathy's final day at CRAB was January 31. Kathy has served CRAB as the sole database administrator and lead database developer since March 2002. Her achievements include successfully migrating all 39 counties from CRIS to Mobility, integrating WSDOT CLAS collisions with Mobility, and creating numerous data products the counties use to integrate Mobility and county systems such as GIS.

Information Services Division Manager Eric Hagenlock presented Kathy with a plaque thanking her for her years of service to CRAB and the counties, and wished her well in her future endeavors.



Thank you Kathy, for your dedication, expertise, and commitment to excellence!

JANUARY 2021 CRABOARD MEETING

In accordance with current Washington State COVID-19 restrictions, the CRABoard held their quarterly Board Meeting via Zoom and with limited in-person participation on Thursday, January 28 in the CRAB Board Room.

CRABoard Welcomes New Staff Member Angela Rice



Angela joined CRAB on January 18 as the new IT Systems Administrator. She found a passion for Information Technology while taking courses for a business-related degree, and recently graduated with honors from Central Washington University, where she studied Cyber Security and IT Administration.

Angela will be instrumental in the continued effort to move CRAB technology to the Cloud, beginning with our Microsoft 365 implementation.

CRABoard Actions

The CRABoard approved Resolution 2021-001 Apportion RATA Funds to Regions, which authorizes that the accrued amount of \$5,623,531 now credited to RATA in October, November and December 2020 be apportioned to the regions by the established 2019-2021 biennium regional percentages after setting aside \$209,529 for administration. *Staff Contact: Steve Johnson, P.E. steve.johnson@crab.wa.gov*

The CRABoard authorized an additional construction lapsing extension of Wahkiakum County's Elochoman Valley Road and Clear Creek Fish Passage RAP project to September 30, 2022.

Staff Contact: Steve Johnson, P.E. steve.johnson@crab.wa.gov

The CRABoard voted to adopt amendments to WAC 136-500-080, Emergency Loan Program (ELP), clarifying that the interest charged on a loan from the ELP be calculated as simple interest, and adding language to allow a participating county to request an extension of their payback period.

Staff Contact: Drew Woods, PE drew.woods@crab.wa.gov

Regional RAP Meetings Update

Steve Johnson reported that regional meetings were held in November and December 2020. Topics covered included funding and project status for the RAP program, RAP balance impacts and forecasts based on continued pandemic and shutdown effects, review of the 2021-2023 project arrays, a reminder that **all** active or proposed CRAB projects need to be on the county's Six Year Transportation Improvement Program (TIP) list, the Federal Lands Access Program 2020 call for projects, a review of all active projects for general status, a review of the Emergency Loan Program, and several proposed WAC changes.

At each meeting, staff presented the RAP Online reimbursement schedule modification, noting that unspent funds will no longer roll forward at the turn of the quarter and will need to be rescheduled, and staff reviewed the 2021 CAPP and MVFT revenue estimates and reminded the counties of the Mobility/GIS-Mo transition, emphasizing that CRAB staff will be ready for any technical assistance needed during the transition period.

Although revenue has been somewhat reduced, many projects were also slowed down, so the RAP balance has not drawn down as far as expected. The counties were encouraged to continue project work as possible, and to close out projects that have completed construction.

Staff Contact: Steve Johnson, P.E. steve.johnson@crab.wa.gov

Project Request Actions Taken by CRAB Staff

Staff reported that Island County’s Boon Road project has been completed under estimate, which will allow a RATA fund turnback when the project is closed out.

While reviewing final paperwork for the project, county staff discovered an accounting issue that resulted in over-billing CRAB for RATA reimbursement. The county charged indirect overhead costs on top of staff labor, consultant, and construction work performed on the project. After several discussions with CRAB staff, Island County completed their review of the accounting, removed the indirect overhead costs charged on the project, and provided documentation of the corrections, which CRAB staff reviewed and acknowledged. The county then reimbursed \$203,501.21 in RATA funds, which were deposited back into the Island County Boon Road project, and will be included with the RATA fund turnback when the project is closed out.

Staff reported that Spokane County requested a scope change for each of their remaining Bigelow Gulch projects to correct the beginning and ending mileposts for each project. Over the life of the projects and other Bigelow Gulch corridor improvements, there have been slight modifications and adjustments to their project scopes. The requested changes for these two projects will bring the RAP contracts in line with the county’s Six Year TIP. The minor adjustments resulted in small changes in the overall project rating scores but did not alter the project positions in the funding arrays, and the county is not requesting additional RATA funding. Mr. Koster sent a letter on January 8, 2021 with a contract amendment for the change in scope for each project.

Staff Contact: Steve Johnson, P.E. steve.johnson@crab.wa.gov

Revised RAP Priority Arrays

Staff noted that the following projects were dropped from the 2019–2021 RAP priority arrays, as they were not included in the counties’ 2020–2025 Six Year TIP as submitted December 31, 2020:

<u>County Name</u>	<u>Road Name</u>	<u>BMP</u>	<u>EMP</u>	<u>Cost</u>	<u>RATA Req</u>
Asotin	Grande Ronde	9.47	9.72	\$728,000	\$655,200
Asotin	Grande Ronde	9.75	10.15	\$974,000	\$876,600
Garfield	Gould City Mayview	9.43	11.12	\$1,444,000	\$1,299,600
Grays Harbor	Ocean Beach Rd	4.85	5.47	\$2,755,000	\$2,400,000

These counties were contacted in December to confirm that the projects would be removed from the arrays. Staff presented the revised proposed 2021-2023 arrays that the CRABoard will consider for allocating RATA funds at the April 2021 meeting. Staff Contact: Steve Johnson, P.E. steve.johnson@crab.wa.gov

County Engineer/PWD Changes

Staff reported that Asotin County, Lincoln County and Pacific County are still actively recruiting for the position of County Engineer. Both Asotin County and Lincoln County have hired Walt Olsen, PE, as their Interim County Engineer.

Contacts: Drew Woods, PE drew.woods@crab.wa.gov, Derek Pohle, PE derek.pohle@crab.wa.gov

Summary of State Auditor’s Reports Findings

	Number	Findings	Management Letters	County Road or ER&R	CRAB Follow-Up Needed
<i>Financial</i>	14	7	5	Yes	No
<i>Accountability</i>	14	1	7	Yes	No
<i>Fraud</i>	1	1	0	No	No
<i>Performance</i>	0	0	0	No	No

One accountability audit finding for the road department regarded procurement: not awarding to the low bidder, not using sealed competitive formal bids, and retainage issues. One management letter for ER&R regarded rates and contingency. Neither required CRAB staff consultation following initial contact with those the counties. Staff Contact: Derek Pohle, PE derek.pohle@crab.wa.gov

December 31, 2020 Submittal Requirements

Staff reported that all 39 counties submitted the required Six-Year Transportation Improvement Program (TIP) and Budget Analysis; Annual Construction Program; County Arterial Preservation Program (CAPP); County Budget Summary; Pavement Management System Certification for CAPP; Work Plan and Budget for Maintenance Management System (MMS); and Engineer Certification of December Forms by the due date, with the exception of one form. Also, one county failed to meet the bi-annual surface rating requirements of their surfaced arterials and collectors, and has committed to a performance improvement plan. Staff will report on the county’s status at the April 2021 CRABoard meeting.

All forms have been reviewed and accepted, and all 39 counties are in reasonable compliance for submittal. Staff Contact: Derek Pohle, PE derek.pohle@crab.wa.gov

Cooperative Procedures for Processing of County Road Accident Reports

All counties are required by WAC 136-28 to have responded to/processed at least 90% of the county road collision reports submitted to them for coding by December 31 of each calendar year. For 2020, 37 of 39 counties were compliant as required with the two remaining counties being very close to compliance and considered to be in reasonable compliance. One issue with the WSDOT system concerns how the program reacts to a “Not My Jurisdiction” response from the county.

Staff Contact: Derek Pohle, PE derek.pohle@crab.wa.gov

Executive Director Recruitment

The job opening for CRAB's Executive Director was posted in early January, and applications were due by January 31. Board Chair Brian Stacy, Vice-Chair Rob Coffman, and Second Vice-Chair Lisa Janicki will review the applications and report to the full Board. The Board will then determine whether to move forward with interviews or to extend the application deadline.

Staff Contact: Karen Pendleton karen.pendleton@crab.wa.gov

NEXT CRABOARD MEETING

The CRABoard's next meeting will be held virtually and at the CRAB offices on April 29-30, 2021. Meeting agendas are posted five days prior to the next meeting. Current materials as well as past agendas and meeting minutes can be found at:

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

Staff Contact: Karen Pendleton karen.pendleton@crab.wa.gov

CRAB TRAINING

County Engineers' Training

County Engineers' Training was scheduled to be held in person December 8-10, 2020 and January 12-14, 2021 but had to be canceled due to the latest COVID-19 restrictions. Staff will begin planning future classes as soon as Covid restrictions are lifted. Staff Contact: Derek Pohle, PE derek.pohle@crab.wa.gov

BOCC Training

This class is for county commissioners, councilmembers, county executives, and their staffs as well as county engineers and their staffs regarding the relationship between a county's legislative authority and their county road departments, covering the statutory framework, CRAB, the County Engineer, and use and protection of the road fund.

This training will be particularly beneficial to the newly elected but also valuable for those with county elected experience. It will help provide improved service to the citizens of the counties and the State.

There is a two day training scheduled for March 10-11 from 10:00 am to noon each day, via Zoom. Information and registration can be found at

<https://www.crab.wa.gov/engineering/resources/bocc-training>

Staff Contact: Derek Pohle, PE derek.pohle@crab.wa.gov

Design and UAS Systems Training

No in-person Design Systems or UAS Program classes are scheduled for this upcoming quarter due to lingering COVID-19 concerns and restrictions.

Staff Contact: Brian Bailey brian.bailey@crab.wa.gov

GIS-Mo Training

Initial GIS-Mo classes have been completed. Further training will be accomplished in individual or small group settings as needed.

Staff Contact: Mike Clark mike.clark@crab.wa.gov

INFORMATION SERVICES UPDATE

All of CRAB's major projects are within scope and on budget.



GIS-Mo began Go-Live activities January 11, with Kitsap County as the first to submit their 2020 road log. Walla Walla and Okanogan counties have also had their 2020 road log approved and initial route geometry evaluated for completeness. 31 of 39 counties will provide CRAB with the route geometry, greatly improving the

spatial representation of county roads at the State and Federal levels.

Major Milestones reached:

- GIS-Mo: Go-Live underway, VisRate ported to GIS-Mo, monthly user forum being developed, and advanced training in planning stages
- CRAB Website: Website transfer to WaTech complete and stable
- Office 365: Training and implementation planning scheduled
- Cloud Migration: Backup and recovery services procured

Staff Contact: Eric Hagenlock eric.hagenlock@crab.wa.gov, (360)350-6088

The IT staff continues to reorganize their duties, with Kathy O'Shea's retirement and the addition of Angela Rice. Staff professional development is encouraged and supported. System security continues to be updated and monitored regularly.

Staff Contact: Eric Hagenlock eric.hagenlock@crab.wa.gov 360-350-6088

DESIGN AND UAS SYSTEMS UPDATES

Design Systems



Pinnacle Series

Staff reported that in the Pinnacle Series Learning Management System, CRAB has completed and uploaded 16 new assets and one learning path. The platform has 739 registered users and has had 204 unique active logins since October 2020. Users have accessed 1,098 unique assets and 530 learning path courses. Of the assets accessed, 278 were CRAB's custom content in support of GIS-Mo and RAP Online. Using imputed averages for assets and courses, CRAB provided approximately 357 person hours of training.

Staff issued a survey in early January to solicit feedback on Pinnacle's content and usability. Staff is currently working with the county user administrators to encourage more response, and will be compiling the results and developing an action plan to address comments and make improvements.

CRAB staff elected to cancel the 2021 Road Design Conference in March. Based on the current COVID status and anticipated vaccination schedule, it was felt that it would not be well attended, and possibly not allowed under COVID restrictions. Campbell's Resort at Lake Chelan allowed staff to cancel the 2020 and 2021 conferences at no cost despite signed contracts, in return for booking the 2022 and 2023 conferences with them. *Staff Contact: Brian Bailey brian.bailey@crab.wa.gov*

Unmanned Aerial Systems



Staff reported on FAA rule changes for line-of-sight UAV operation announced on December 28. A positive outcome is the relaxation of rules against night operation and operating above people and moving vehicles. The new rules allow these operations without a waiver for four categories of UAV's, define the inspection and certification regimes for both aircraft and pilot, and stipulate that operators must have their certificate and ID on their person while flying.

The rule changes also impose the requirement for "Remote ID". Certain UAV's will be required to carry a system that transmits identification messages directly from the aircraft, including such data as serial number, location and speed of the UAV and the location of the operator. The rules speculate that this would likely be done over WiFi or Bluetooth, and would need to be receivable with personal wireless devices. The exact technical implementation of these rules is left to manufacturers, who have until July 2023 to design systems, submit them for certification, and build them into the aircraft. Operators have an additional year to begin using the Remote ID UAV's.

For CRAB and the counties, these rule changes present a great opportunity to expand the ability to easily collect data remotely. As a result of these changes, CRAB staff will be aggressively pursuing upcoming grants from the Washington Traffic Safety Commission to evaluate UAV hardware and software in the accurate collection, dissemination and recording of data related to county roads.

Staff Contact: Brian Bailey brian.bailey@crab.wa.gov

RURAL ARTERIAL TRUST ACCOUNT (RATA) ACTIVITY AND BALANCE SUMMARY



RURAL ARTERIAL PROGRAM January, 2021



PROJECT STATUS:

Billing Phase	'83-'07	'07-'09	'09-'11	'11-'13	'13-'15	'15-'17	'17-'19	Current Biennium '19-'21	TOTAL
Completed	958	44	37	2	37	15	8		1101
Awaiting Closeout			1		7	2	3	1	14
Some RATA paid	1		2		6	26	29	35	99
No RATA Paid							2	7	9
TOTAL	959	44	40	2	50	43	42	43	1223

FUND STATUS:

Anticipated Revenue to end of '19 - '21 Biennium:		
Fuel tax receipts and interest through June, 2019		607,140,559
Estimated fuel tax receipts, interest and CW Transfers July 2019 thru June 2021		39,467,865
Total estimated revenue		646,608,424
RAP Expenditures to date:		
To Completed Projects		569,585,277
To Projects in Design or Under Construction		40,985,482
Administration		12,893,137
Total RATA spent		623,463,896
RAP Obligations:		
RATA Balance on Active Projects		94,364,441
RATA \$ yet to allocate to Partially funded projects -		31,410,138
Requests for reimbursement - pending		11,796
Estimated remaining administration through 2019- 2021 biennium		172,402
Total RATA obligated		125,958,777

QTR 3 - 2020 RATA ACTIVITY:

REVENUE MONTH	BEGINNING BALANCE	MVFT REVENUE	INTEREST - Cash Rpts	PROJECT PAYMENTS	#	ADMIN CHARGES	ENDING BALANCE
October	\$15,785,254.75	2,188,124.97	\$217,131.33	(2,550,630.35)	41	(59,114.90)	\$15,580,765.80
November	\$15,580,765.80	\$1,880,183.92	\$13,603.18	(2,546,522.74)	23	(63,546.58)	\$14,864,483.58
December	\$14,864,483.58	\$1,515,722.34	\$12,266.54	(3,841,145.99)	73	(86,867.62)	\$12,464,458.85
TOTALS:		\$5,584,031.23	\$243,001.05	(8,938,299.08)	137	(209,529.10)	

1/20/2021

Staff Contact: Steve Johnson, P.E. steve.johnson@crab.wa.gov