



# *T² Roads on the Range*

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## **NEW WORKSHOP TARGETS RURAL, LOCAL AND TRIBAL ROAD SURFACE MANAGERS AND ENGINEERS**

Working with the Local Technical Assistance Programs in North Dakota, South Dakota and Wyoming and two Tribal Technical Assistance Programs in the region, the Mountain Plains Consortium at North Dakota State University (see [www.mountain-plains.org](http://www.mountain-plains.org)) is developing a workshop on roadway surface management. The workshop is scheduled for November 2 and 3 and is free to all rural, local and tribal managers and engineers responsible for the maintenance of their jurisdiction's roadway surfaces. The work is supported in part by the Federal Highway Administration's Office of Asset Management.



process is not well understood, particularly among small urban and rural managers and engineers. Roadway surface management is the decision-making process that addresses the strategic needs on a network basis to properly balance the what, when and how of preserving roadway segments, both paved and unpaved.

Roadway surface management has been practiced in varying degrees, probably since Roman times, but only in modern times, since 1956 and the beginning of the American Association of State Highway (now

There is a growing imbalance between increasing road capacity and the pressures on available resources to maintain highway systems in every region of the United States. Strategically allocating projects and activities to preserve the highway infrastructure is one way to help optimize use of the limited resources, but this

Transportation) Officials road tests, has the science been evolving rapidly. In more recent years, federal requirements, coupled with a desire and need on the part of state engineers to more wisely maintain their highway systems, have resulted in all 50 states and the District of Columbia implementing some form of pavement

management. However, with many more decisions falling to county, small urban, rural and tribal governmental entities, it has become essential that roadway surface management be practiced at these levels as well. The level of understanding, awareness and practice of roadway surface management in these entities is uneven and, perhaps, nonexistent.

The workshop seeks to change that. By breaking the workshop down into three stand-alone segments, the workshop can address the needs of all managers and engineers who are doing at least one of the following:

- Making road, street, and bridge funding decisions as an elected or non-elected official
- Making agency-wide planning and funding decisions as an elected or non-elected official
- Presenting budgets to political bodies, such as county commissions or town councils
- Managing a road or street network
- Advocating expenditures on a road or street network
- Prioritizing construction and rehabilitation projects
- Seeking funding for major projects
- Directing and overseeing the day-to-day activities of road or street crews
- Prioritizing road or street maintenance activities
- Preparing road or street maintenance budgets

- Purchasing materials, supplies, and equipment
- Setting up, collecting, and/or maintaining roadway-related inventory systems

The three half-day sessions will be offered sequentially in the morning and afternoon of Monday, November 2 and the morning of Tuesday, November 3. By pairing subject matter experts with knowledgeable practitioners and inviting dialogue with the workshop attendees, the sessions will address:



### ***Session 1: Roadway Management Basics***

This session is for those who want to develop a basic understanding of the principles and practices of roadway management. It is for those who wish to understand both the potential benefits of roadway management and the basic processes necessary for a roadway management system to be successful. This session is most appropriate for individuals with little or no knowledge about what a roadway inventory or management system can do for them.



## ***Session 2: Improving Your Roadway Management Program***

This session is for those who have some experience with roadway management and inventories or who have taken Session 1 and who wish to learn how to get more out of their current inventory, cost tracking, and management practices. It is targeted towards those who wish to learn how to prioritize and better focus their cost tracking, inventorying, and roadway management practices to provide better and more useful information at both the project and the network levels. This session is most appropriate for individuals having some basic knowledge of

system to make more informed maintenance and rehabilitation decisions based on historical and other data. They will learn techniques for upgrading existing management systems and applying more advanced analytical techniques. This session is most appropriate for those with some roadway/asset management experience who wish to learn about additional roadway/asset management opportunities from both experts in the field and from their peers.

The workshop will be offered through the Transportation Learning Network (TLN), a distance learning partnership among organizations located in 33 sites in Colorado, Montana, North



roadway asset inventories and basic use of the data for managing their roadways, as well as for those who wish to learn how to get more out of their existing systems.

## ***Session 3: Taking Roadway Management to the Next Level***

This session is for those who have an established roadway/asset management system or who have attended Session 2 and who want to learn more advanced management practices, such as GIS and optimization procedures. Those attending this session will learn to use a roadway management

Dakota, South Dakota, Utah and Wyoming. Each site consists of in-room audio and video equipment which receives and transmits live sound and picture. TLN also operates its own videoconferencing bridge providing system connectivity to many other sites.

So plan now to attend one, two or all three sessions of this workshop. Registration will open soon. For now, if you would like some additional information please contact the Wyoming T<sup>2</sup>/LTAP Center. Brochures will be mailed out in a few weeks.



**URGENT**

## ANOTHER ROUND OF APPLICATIONS FOR THE WYOMING RURAL ROAD SAFETY PROGRAM (WRRSP)

The LTAP Center has helped five counties this past year in identifying high-risk safety locations and then selecting low cost safety improvements. The Center has done the benefit cost analysis on all the proposed improvements so that the most cost effective improvements would be selected for funding from the WRRSP. The Safety Management System committee of WYDOT has reviewed all the proposals and recommended funding for projects in Carbon, Johnson, Laramie, Lincoln, and Sheridan counties.

Carbon County will improve Hanna Leo, Kortess Road 291. The improvements consist of installing advanced warning signs, delineators, five 20 foot culvert extensions, and gravel cover for extensions. Total cost of improvements is \$55,145.

Johnson County will improve Rock Creek Road 1, Stockyard Road 8 and Wagon Box Road 55A. The improvements will consist of advance warning signs, delineators, pavement markings, object markers, and cattle guard improvements. Total cost of improvements is \$64,770.

Laramie County will improve Crystal Lake Road 210-1, Durham Road 136-1 and Gilchrist Road 109-1. The improvements will consist of advance warning signs and widening three cattle guards. Total cost of improvements is \$51,000.

Lincoln County submitted safety improvement proposals for twelve county roads, consisting of advance warning signs, pavement markings, and guardrails. Total cost for improving advance warning signs is \$64,800; \$104,702 for pavement markings, and \$35,800 for advance warning signs.

Sheridan County submitted safety improvement proposals for Becton Road #89 and Prairie Dog Road #1211. The improvements will consist of advance warning signs, spot grading to correct

very poor vehicle sight distance, rollover crashes, and flattening side slopes. Total cost of improvements is \$68,500 for Becton Road # 89 and \$109,000 for Prairie Dog Road # 1211.

The WRRSP funds 90.49% of project costs up to a maximum of \$100,000 of federal funds and will require a 9.51% local

match. The T<sup>2</sup>/LTAP Center can help you with the implementation of the program and preparing your proposal. The deadline for submitting proposals for this year is September 30, 2009, so you need to act fast to take advantage of this program. For more information about the WRRSP, please call us or visit our web site: [www.eng.uwyo.edu/wyt2](http://www.eng.uwyo.edu/wyt2).



## SELLING YOUR PUBLIC WORKS BUDGET TO YOUR BOARD AND THE PUBLIC

In these difficult economic times, it is even more critical that you can successfully sell your public works budget to the elected officials of your local agency and to the public.

Here are a few tips from Hank Lambert, former Director of the Vermont Local Roads Program, who developed a training program on Budgeting for Public Works Professionals.

### Develop a Concise Budget Summary

A concise summary and guide for informing the Board and involving the public is valuable. There is no set format. It may include a transmittal letter, a budget message, an executive summary, a budget-in-brief. At a minimum, a summary should do the following:

1. Summarize the major changes in priorities or service levels from the current year and the factors leading to those changes.
2. Articulate the priorities and key issues for the new budget period.
3. Identify and summarize major financial factors and trends affecting the budget, such as economic factors; long-range outlook; significant changes in revenue collections, tax rates, or other changes; current and future debt obligations; and significant use of or increase in fund balance or retrained earnings.
4. Provide financial summary data on revenues, other resources, and expenditures for at least a three-year period, including prior year actual, current year budget and/or estimated current year actual and proposed budget.



### Tips for Presenting the Budget

Ask first: “Have I fully involved my staff in developing the department’s budget?”

1. Tailor your presentation to the situation, and what you want the Board (and the public) to decide. Begin with an overview of the presentation.
2. Revenue section
  - a. Explain key assumptions in developing revenue projections
  - b. Show anticipated revenues by source
3. Expenditure section
  - a. Explain key assumptions: inflation rates, staff turnover, anticipated increases
  - b. Show expenditures by program
  - c. Project changes in salaries and fringe benefits
4. Program Section
  - a. Briefly explain new requirements
  - b. Give status reports on programs and success of new initiatives
  - c. Explain proposed new program initiatives and justification: pay for itself, will improve efficiency; will improve performance/safety/liability. Stress benefits to be achieved.
5. Focus on what interests members of the audience (support existing programs, new programs, effect on property taxes, and staffing)
6. Discuss implications of the budget (facilities, taxes, debt); show benefits if passed; explain the consequences if the budget is cut.

*Reprinted with permission from the CT LTAP Center Newsletter, Spring 2009.*





## SAFETY IS THEIR BUSINESS



The Wyoming-Montana Safety Council is largely known for the safety training they provide to the staff and contractors at the Frontier and Sinclair Refineries, but there is a lot more to the Council than just that. The Safety Council is a not-for-profit organization that is dedicated to safety for not only businesses, but for all the residents of Wyoming and Montana. Aside from their safety training for the refineries, they also provide a 4 or 8 hour Defensive Driving class for Cheyenne, Montana, Nebraska, and Arizona courts.

To attend the Defensive Driving Course, you don't need a ticket, and it may reduce your insurance costs. The basic course is 4 hours long and teaches: superior strategies to prevent collisions and citations; coping strategies for dealing with road rage, impaired drivers, high-speed drivers and other dangers on the highway; the know-how for evaluating and improving driving skills

after mapping-out a personal skills inventory; the serious consequences of fatigue, distracted driving, emotional impairments and other risk factors; as well as why vehicles malfunction and poor maintenance contribute to collisions. This is also a very informative course for teenage or new drivers.

This course is being offered on the following dates:

Saturday, August 29, 2009  
Saturday, September 12, 2009  
Wednesday, September 16, 2009  
Saturday, September 26, 2009  
Saturday, October 10, 2009  
Wednesday, October 14, 2009

To register for a Defensive Driving Course or for more information on the training provided, please call (307) 635-4592.

## UPCOMING EVENTS

### **Municipal Streets Group Meeting**

Laramie, Monday, **September 14**, 2009, 1:00 pm to 4:00 pm (just before WARWS) at the Hilton Garden Inn. For more information or to confirm your attendance, contact George Huntington at (307) 766-6783 or [georgeh@uwyo.edu](mailto:georgeh@uwyo.edu), or call the Center at 1-800-231-2815.

### **WACERS Meeting**

Laramie, Thursday, **September 24**, 2009, 1:00 pm to 4:00 pm (in conjunction with WACO) at the Hilton Garden Inn in the Garden Room 3.

### **Roadway Management Workshop**

Various Locations, Monday and Tuesday, November 2 & 3, 2009. This three part training

will tentatively be broadcast to the following sites in Wyoming: WYDOT District Offices located in Laramie, Cheyenne, Casper, Rock Springs and Sheridan. Participants may attend any or all of the three sessions. The first session, Roadway Management Basics, will be Monday, **November 2**, 2009 from 8:00 am to 11:00 am MST. The second, Improving Your Roadway Management Program, will be Monday, **November 2**, 2009 from 12:00 noon to 3:00 pm MST. The third, Taking Roadway Management to the Next Level, will be Tuesday, **November 3**, 2009 from 8:00 am to 11:00 am MST. For more information, contact George Huntington at (307) 766-6783 or [georgeh@uwyo.edu](mailto:georgeh@uwyo.edu).

# THE STRATEGIC HIGHWAY SAFETY PLAN (SHSP) PEER EXCHANGE

by Khaled Ksaibati

Earlier this summer, I attended the 2009 SHSP Peer Exchange in Chicago, Illinois. The meeting was held at the Drake Hotel. Most states were represented at this important event. The Wyoming delegation consisted of me representing the Wyoming T<sup>2</sup>/LTAP Center; in addition, Matt Carlson, State Safety Engineer, and Martin Kidner, State Planning Engineer represented WYDOT. The meeting concentrated on the importance of updating the SHSP. The Wyoming SHSP was prepared and approved back in September of 2006. The Safety

According to the plan, agencies at the Federal, State, and local levels should work together as partners to reduce crashes around the state. Local governments have started seeing the benefits of that plan. The SMS committee has funded two free loan programs for retroreflectometers and traffic counters through the Wyoming LTAP/T2 Center. In addition, the committee approved funding for the Wyoming Rural Roads Safety Program (WRRSP) to improve safety on local roads around the state.



Management System Committee (SMS), which consists of representatives from all agencies involved in highway safety, developed the plan and that committee is in the process of updating the plan. The plan can be seen electronically at the following web site:

[http://www.dot.state.wy.us/webdav/site/wydot/shared/Highway\\_Safety/Strategic\\_Highway\\_Safety\\_Plan.pdf](http://www.dot.state.wy.us/webdav/site/wydot/shared/Highway_Safety/Strategic_Highway_Safety_Plan.pdf)

The ideas discussed at the Chicago Peer Exchange will greatly help the Wyoming SMS committee in updating the Wyoming SHSP. Your input in the updating process is encouraged. Please feel free to communicate with me about how you can voice your opinion to insure that the safety of local roads is fully included in the updated version of the SHSP.

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#### Upcoming Events

### Maintenance & Rehabilitation of Concrete Pavements

Riverton Holiday Inn  
October 27th

Douglas Best Western  
October 28th

#### Wyoming T<sup>2</sup>/LTAP Staff:

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*The national Local Technical Assistance Program mission is to foster a safe, efficient, and environmentally sound surface transportation system by improving skills and increasing knowledge of the transportation workforce and decision makers.*



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