



AGENDA

County Road Administration Board
 October 25-26, 2018
 CRAB Office - Olympia Washington

Thursday 1:00 pm

1 Call to Order

2 Chair's Report - Brian Stacy, PE

- A. Approve October 25-26, 2018 Agenda
- B. Approve Minutes of July 26-27, 2018 CRABoard Meeting

Action	Enclosure
Action	Enclosure

3 Possible Executive Session

Action	
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4 Rural Arterial Program - Randy Hart, PE

- A. Program Status Report
- B. Project Request Actions Taken by CRAB Staff
- C. Resolution 2018-010 - Apportion RATA Funds to Regions
- D. Preview Project Array for 2019-2021 Biennium
- E. Project Requests
 - 1. Okanogan Emergency Funding
 - 2. Pierce County Waiver of Payback

Info	Enclosure
Info	Enclosure
Action	Enclosure
Info	Enclosure

Action	Enclosure
Action	Enclosure

5 Director's Report - John Koster

- A. New Organizational Chart & Staff Introductions
- B. Director's Activities
- C. Set 2019 Meeting Schedule
- D. Approve Annual Certification Form
- E. 2017-19 Current Budget Status
- F. 2019-21 Budget Submittal
- G. 2017-19 Supplemental Budget Request

Action	Enclosure
Info	
Action	Enclosure
Action	Enclosure
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Info	Enclosure

6 Deputy Director's Report - Walt Olsen, PE

- A. County Engineers/PWD Status
- B. County Visits
- C. State Auditor's Reports
- D. Deputy Director's Activities

Info	Enclosure
Info	Enclosure
Info	Enclosure
Info	Enclosure

7 Staff Reports

- A. Engineering & Admin Support - Derek Pohle, P.E.
- B. Compliance & Data Analysis - Drew Woods, P.E.
- C. Information Services - Eric Hagenlock
 - 1. Ongoing Projects
 - 2. IS Activities
 - 3. Presentation
- D. Design Systems - Jim Ayres, PE

Info	Enclosure
Info	Enclosure

Info	Enclosure
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Info	Enclosure
Info	Enclosure

8 Proposed WAC Changes

- A. 136-130-020, 136-161-080 - Randy Hart
- B. 136-12, 136-14, 136-15 - Drew Woods

Info	Enclosure
Info	Enclosure

RECESS

6:00 pm Dinner at Red Lion

**Friday
8:30 am**

9 Call to Order

10 WSACE Managing Director - Jane Wall

Info	
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**11 Required Training - Nancy Krier, Office of the Attorney General
Open Public Meetings and Public Records Acts**

Info	Enclosure
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12 Possible Executive Session

Action	
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ADJOURN

Chair's Signature: _____

Attest: _____

Minutes
County Road Administration Board
July 26-27, 2018
CRAB Office - Olympia, WA

Members Present: Brian Stacy, PE, Pierce County Engineer, Chair
Rob Coffman, Lincoln County Commissioner, Vice Chair
Lisa Janicki, Skagit County Commissioner, Second Vice Chair
Al French, Spokane County Commissioner
Bob Koch, Franklin County Commissioner
Kathy Lambert, King County Council Member
Mark Storey, PE, Whitman County Engineer
Randy Ross, Grays Harbor County Commissioner
Grant Morgan, PE, Garfield County Engineer

Staff Present: John Koster, Executive Director
Walt Olsen, PE, Deputy Director
Eric Hagenlock, Information Services Division Manager
Karen Pendleton, Executive Assistant
Rhonda Mayner, Secretary
Randy Hart, PE, Grant Programs Manager
Derek Pohle, PE, Engineering & Admin Support Specialist
Drew Woods, PE, Compliance & Data Analysis Manager
Cameron Cole, GIS Administrator
*Mike Clark, Inventory Systems Manager
**Jim Oyler, Applications Specialist
**Kathy O'Shea, Database Specialist
**Michael Kochick, Systems Manager
**Jim Ayres, PE, Design Systems Manager

Guests: *Ross Tyler, PE, Clallam County Engineer
*Joe Donisi, PE, Clallam County Assistant Engineer
*Paul Parker, WA State Transportation Commission

*Present July 26, 2018 only

**Present July 27, 2018 only

CALL TO ORDER

Chair Stacy called the County Road Administration Board meeting to order at 1:00 pm. He requested that guests sign in and that cell phones be silenced.

CHAIR'S REPORT

CRABoard Appointments

Chair Stacy noted that he, Commissioner Janicki, and Council Member Lambert were re-appointed to additional terms expiring in June 2021. Commissioner Ross and Mr.

Morgan were appointed to fill unexpired terms expiring in June 2020.

New Staff Members

Chair Stacy introduced Mr. Woods, who joined the CRAB staff on June 18, 2018. He is a former CRABoard member and Columbia County Engineer.

Chair Stacy introduced Mr. Cole, who joined CRAB on July 2, 2018. He was formerly employed by Benton County Public Works.

Approve Agenda for the July 26-27, 2018 Meeting

Second Vice-Chair Coffman moved and Commissioner French seconded to approve the agenda as presented. **Motion passed unanimously.**

Approve Minutes of April 19-20, 2018 CRABoard Meeting

Mr. Storey moved and Commissioner French seconded to approve the minutes of the April 19-20, 2018 CRABoard meeting. **Motion passed unanimously.**

Election of Chair, Vice-Chair and Second Vice-Chair

Chair Stacy opened the floor for nominations for Chair, Vice-Chair and Second Vice-Chair.

Mr. Storey moved and Second Vice-Chair Coffman seconded to retain Mr. Stacy as Chair. **Motion passed unanimously.**

Commissioner French moved and Commissioner Janicki seconded to retain Commissioner Coffman as Vice-Chair. **Motion passed unanimously.**

Commissioner French moved and Commissioner Ross seconded to nominate Commissioner Janicki as Second Vice-Chair. **Motion passed by unanimous consent.**

CERTIFICATIONS

Resolution 2018-006 Certifying the 2018 Master Road Log

Mr. Clark presented Resolution 2018-006 - Certifying the 2018 Master County Road Log, to reflect the county road system as of January 1, 2018. He noted that all 39 counties are compliant with the requirements, and staff recommends approval of the road log.

Following discussion and questions, Commissioner French moved and Commissioner Koch seconded to approve Resolution 2018-006 - Certifying the 2018 Master County Road log. **Motion passed unanimously.**

Resolution 2018-007 Regarding Roadway Categories and Unit Costs for the 2018 and 2019 County Fuel Tax Distribution

Mr. Clark presented Resolution 2018-007 - Regarding Roadway Categories and Unit Costs for the 2018 and 2019 County Fuel Tax Distribution, which certifies the factors used in the computation of the fuel tax allocation to the individual counties. Staff recommends approval of the resolution.

Following discussion and questions, Commissioner Koch moved and Commissioner French seconded to approve Resolution 2018-007 - Regarding Roadway Categories and Unit Costs for the 2018 and 2019 County Fuel Tax Distribution. **Motion passed unanimously.**

CLALLAM COUNTY PMS

Mr. Olsen reported that this spring staff became aware of discrepancies and inaccuracies in Clallam County's pavement condition ratings. Following meetings with county staff and on-site visits by CRAB staff, the county submitted a Corrective Action Plan on June 14, 2018. Staff found it to be acceptable, and Mr. Olsen noted an update was received from the county on July 20. He introduced Mr. Tyler and Mr. Donisi, who gave further information to the Board.

RURAL ARTERIAL PROGRAM

Program Status Report

Mr. Hart reviewed the Rural Arterial Program project status report. He gave a brief review of the two-year RAP cycle and the fund programming. He noted that 1,058 projects have been completed to date. Anticipated revenue at the end of the 2017-2019 biennium is \$608,557,648. RAP expenditures to date total \$561,325,028. RAP obligations remaining are \$124,691,105.

Regional RAP and Statewide FLAP Meetings Update

Mr. Hart reported on the RAP meetings held in May and June in all five regions. Topics discussed included annual and biennial funding for RAP and CAPP including \$4.8 million new funding to both accounts from Connecting Washington; Federal Lands Access Program funding; final prospectus submittal process in RAP Online; and potential RAP and CAPP program delivery (dashboard) charts for the new website.

He noted that CRAB staff represented local agencies as part of the 3-member Program Decisions Committee (PDC) for Federal Lands Access Program (FLAP) funding. Forty nine projects requesting \$67.2 million were received and evaluated. Seventeen proposals requesting \$25 million were approved for funding. This included eight county projects for \$18.2 million and two city projects for \$3.8 million. FHWA sent notifications to all applicants in early June.

Resolution 2018-008 Apportion RATA Funds to Regions

Mr. Hart presented Resolution 2018-008 – Apportion RATA Funds to Regions, which apportions the accrued amount of \$6,090,031 now credited to RATA for April through June 2018 to the regions by the established 2017-2019 biennium regional percentages after setting aside \$132,383 for administration. Staff recommends approval of the resolution.

Mr. Storey moved and Vice-Chair Coffman seconded to approve Resolution 2018-008 – Apportion RATA Funds to Regions. **Motion passed unanimously.**

Project Request Actions Taken by Staff

Mr. Hart reported that Clallam County gained funding for its 2017-2019 Carlsborg Road proposal, milepost 0.00 to 1.76, at the April 2018 CRABoard meeting, and a contract was offered to the county for \$524,509. During field reviews with Clallam County staff for next biennium proposals, CRAB staff noted that since there was a double application between the two proposals (one funded and one proposed for next biennium), one must be dropped. Clallam County explained that a portion of the newly funded project (milepost 0.0 – 1.01) had actually been constructed in 2017, prior to the county being awarded the new RAP funding. This was confirmed by CRAB staff upon reviewing the next biennium proposal location. The county was informed that the contract that CRAB offered for the new funding was not valid since the proposed improvements had been constructed prior to funding. The funded Carlsborg Road proposal was subsequently withdrawn from the 2017-2019 array. The \$524,509 in withdrawn funding will be used to fund new 2019–2021 proposals in the NW Region.

Chair Stacy called for a brief recess.

EXECUTIVE DIRECTOR'S REPORT

2017-2019 Budget Status

Mr. Koster reported that the current budget summaries show Funds 108 and 186 with positive variances, while Fund 102 shows a slight negative variance. CRAB is projected to end the biennium with approximately \$156,000 unspent, due to the Information Systems Manager position being filled internally, no cross-filling of Mr. Pohle's position, the Financial Analyst position remaining unfilled, and a recent retirement buyout coming in under projection. He noted that the excess funds will be used for capital expenditures, primarily equipment upgrades.

He reported that preparation for the 2019-2021 budget submittal will begin next week. Staff plans to submit separate requests for the Pierce County Ferry reimbursement and the potential Skagit County Ferry reimbursement, and may also request additional funding for the required lease of space for the agency's servers at WaTech. He noted that several staff members will be eligible for retirement in that biennium, so staff will request funding for cross-filling of positions and retirement buyouts if necessary.

He noted that staff would like to explore moving the offices to a vacant location on the same floor of the current building. This would allow staff members to have individual offices instead of cubicles, and would create efficiencies of space since it is 1300 square feet smaller. This would save approximately \$20,000 in lease costs annually. Following discussion, the Board gave Mr. Koster the approval to explore the potential move.

TRANSPORTATION COMMISSION REPORT

Mr. Parker gave a presentation on the Commission's Strategic Statewide Policy Plan Update: 2040 and Beyond. He gave a brief background of the Commission, noting that it is an independent body consisting of seven members appointed by the Governor to

six-year terms. There are two other non-voting members. The Commission's mandates are to provide policy and fiscal recommendations to the Governor, set tolls for roads and ferries, and create a 20 year statewide transportation plan. The Commission has an outreach program to gather public input into state transportation policy and provides a public forum for transportation policy development.

He noted that the statewide transportation system encompasses city, county, state, federal and tribal roads; all ferry systems, transit agencies, and port districts. Vehicles include cars, trucks, trains, bikes, buses, and light rail.

The Commission is required to update a comprehensive and balanced statewide transportation plan every four years, which mainly addresses policies. He noted that the WSDOT also does one for state-owned facilities and state interest components that mainly addresses strategic implementation of those policies.

He reported that the 2040 Plan is changing to a web-based format in order to be more dynamic and interactive. It is emphasizing that each region of the state is unique. The focus is on resiliency to severe weather conditions and events, transformational technologies, and funding sustainability.

The draft report will be released on August 1. There will be two months of public input, and the Commission staff will revise the plan based on that input. The Commission will review and make a final revision, and adopt WTP 2040 in December. It will then be sent on to the Governor and the state legislature in preparation for the 2019 legislative session.

DEPUTY DIRECTOR'S REPORT

County Engineers/Public Works Directors

Mr. Olsen announced the following changes since April 2018:

1. By email and resolution on April 24, 2018, Walla Walla County notified CRAB that County Engineer Randy Glaeser would retire June 15, 2018 and appointed Tony Garcia, PE, as County Engineer, effective June 15, 2018.
2. By email and resolution on April 30, 2018, Douglas County appointed Aaron Simmons, PE as acting County Engineer, effective April 30, 2018, until the Board appoints a new engineer.
3. By letter on May 3, 2018 and resolution on April 28, 2018, Kittitas County appointed Mark Cook, PE as acting County Engineer for a period not to exceed six months.
4. By email and resolution May 21, 2018, Columbia County appointed Grant Morgan, PE, as acting County Engineer until the Board appoints a new engineer.

- By email and resolution July 10, 2018, Mason County announced the resignation of John Huestis, PE, effective July 15, 2018 and appointed Jerry Hauth PE, as acting County Engineer until the Board appoints a new engineer.

County Visits

Mr. Olsen noted that official County Visits to Stevens, Ferry, Okanogan, Whitman, Spokane, Lincoln, Clallam, Whatcom, Skagit, Cowlitz, Kittitas, Yakima and Pend Oreille Counties were conducted since the April 2018 CRABoard meeting.

Numerous contacts with County Engineers took place in other venues.

State Auditor’s Report

The 1997 State Auditor Office (SAO) audit of CRAB concluded that the minutes of the Board meetings needed specific mention of SAO audits of the counties and of any findings that might relate to the statutory responsibilities of CRAB. The minutes also need to reflect any recommendations from the CRABoard to staff in response to the audits. This report details our staff procedures to satisfy the SAO.

CRAB has reviewed fifteen 2016-17 audit reports representing nine counties since the April 2018 board meeting. Six audits contained a total of six findings issued and none involved County Road Funds in some form. Any audit with a number under the “New?” or “Prev?” heading, revealed findings. Status of those findings involving County Road Funds is also shown.

Report #	Entity/Description	Report Type	Audit Period	Date Released	New?	Co. Rd?	Prev?	Status
1021756	Grant County	Accountability	01/01/2016 to 12/31/2017	7/23/2018	1	N	1	NCR
1021757	Grant County	Financial and	01/01/2016 to 12/31/2016	7/23/2018	1	N	1	NCR
1021739	Yakima County	Financial and	01/01/2017 to 12/31/2017	7/9/2018				
1021665	Thurston County	Financial and Federal	01/01/2017 to 12/31/2017	6/28/2018				
1021671	King County	CPA	01/01/2017 to 12/31/2017	6/28/2018				
1021674	King County	CPA	01/01/2017 to 12/31/2017	6/28/2018				
1021619	Snohomish County	CAFR	01/01/2017 to 12/31/2017	6/27/2018				
1021664	Thurston County	CAFR	01/01/2017 to 12/31/2017	6/25/2018				
1021616	Pierce County	CAFR	01/01/2017 to 12/31/2017	6/21/2018				
1021414	King County	Accountability	07/01/2016 to 06/30/2017	5/31/2018				
1021228	Whitman County	Accountability	01/01/2016 to 12/31/2016	5/17/2018	1	N	1	NCR
1021129	Franklin County	Accountability	01/01/2016 to 12/31/2016	4/30/2018	1	N		
1021289	Franklin County	Fraud	01/01/2016 to 12/31/2017	4/30/2018	1	N		
1021151	Yakima County	Fraud	01/01/2017 to 12/31/2017	4/23/2018	1	N		
1021021	Benton County	Accountability	01/01/2016 to 12/31/2016	4/19/2018				
				TOTAL	6		3	
				NCR	Non-County Road			
				CR-FC	County Road-Fully Corrected			
				CR-PC	County Road-Partially Corrected			

Activities

Mr. Olsen reviewed a list of his activities since the April 2018 CRABoard meeting, including review of RAP project submittals in the NE Region and attending the NACE and WSACE Annual Conferences.

Mitigation Cost Survey Results

Mr. Olsen introduced Mr. Clark, who reported that, as requested by the Board at the April 2018 CRABoard meeting, he has reached out to the counties that had not previously completed the survey. He noted that only 15 counties have responded, although the responses were very detailed, and presented the final results of the survey.

OTHER BUSINESS

Council Member Lambert noted that she was told there is an RCW saying bridge plans can only be changed by unanimous vote of the legislative body. She suggested that the CRABoard propose an amendment allowing a charter county to change them by a super majority. Mr. Pohle responded that this is a facet of the Annual Construction Program for all projects, not just bridges, which is adopted by legislative body majority vote, but modification of that plan must be unanimous. The Board suggested that she approach her local state representative about submitting a bill for amendment in the 2019 legislative session.

Chair Stacy and Mr. Koster thanked Mr. Woods for his tenure on the CRABoard since 2007, and presented him with a plaque commemorating his service. Mr. Koster added that he is delighted to have Mr. Woods on staff.

Chair Stacy recessed the meeting at 4:28 pm. The meeting is scheduled to reconvene Friday, July 27, 2018 at 8:30 am.

**County Road Administration Board
Friday, July 27, 2018**

CALL TO ORDER

The meeting was reconvened by Chair Stacy at 8:30 a.m.

ENGINEERING AND ADMINISTRATIVE SUPPORT SPECIALIST REPORT

Mr. Pohle reported that since the April 2018 CRABoard meeting he has conducted a county visit in Clallam County. He had 55 contacts and/or consultations with 17 other counties, four other agencies and eight with the public.

He summarized his other activities, including attending the NACE and WSACE Annual Conferences.

COMPLIANCE AND DATA ANALYSIS MANAGER'S REPORT

Mr. Woods reported that 38 counties submitted the required Road Log Update forms and documentation by the May 1, 2018 deadline. Ferry County submitted on May 11.

He briefly noted the changes to the Office of the County Engineer and reported that all five counties met the standard of good practice in reporting the changes. He reported that none of the County Audit reports had findings regarding compliance issues specific to county road funds.

Mr. Woods summarized his other activities since joining the CRAB staff on June 18, noting that he will be meeting frequently with the WSACE in the coming months to assist with the transition of their incoming Managing Director, Jane Wall.

INFORMATION SERVICES DIVISION REPORT

Mr. Hagenlock reported on the progress of GIS-Mo, the project to procure and implement a replacement of the existing Mobility software program. He noted that CRAB has received a Traffic Safety Commission grant for \$400,000 toward initial costs of the project. Staff has met with Rob Smith, the required Quality Assessment advisor, and the OCIO's staff numerous times. He reported that the Data Standards Workgroup has completed their tasks, the Sole Source Justification has been submitted, and the GIS Specifications Workgroup is scheduled to begin meeting in early August.

Mr. Hagenlock reported that a project manager has been assigned to the server migration to WaTech, and noted that WaTech is requiring CRAB to submit a status update on the fifth of each month until the migration is completed.

Mr. Hagenlock noted that the CRAB Website enhancement is proceeding on schedule, and a fall 2018 launch date is planned.

Mr. Hagenlock reported on other IS staff activities, including staff development, an update to system security, and customer support and training.

Data Standards Workgroup Results

Mr. Hagenlock reported that he would fill in for Mr. Clark, who was unable to attend. He introduced Ms. O’Shea, who gave a brief outline of the history of the GIS-Mo project. Mr. Hagenlock noted the requirements and objectives of the project, and he and Ms. O’Shea presented the results of the Data Standards Workgroup.

DESIGN SYSTEMS REPORT

Mr. Ayres reported on several flights with the agency’s UAV, mapping projects for the counties. He presented views of two flights in Lincoln County, the first showing a landslide on Porcupine Bay Road and then the progress of the rebuilding project.

Chair Stacy called for a brief recess.

EXECUTIVE SESSION

The Board moved into Executive Session at 9:30 am.

The Board adjourned the Executive Session at 9:55 am.

Commissioner French moved and Second Vice-Chair Janicki seconded to approve Resolution 2018-009, Executive Director Salary, which increases Mr. Koster’s salary to \$135,000 annually beginning July 1, 2018. **Motion passed unanimously.**

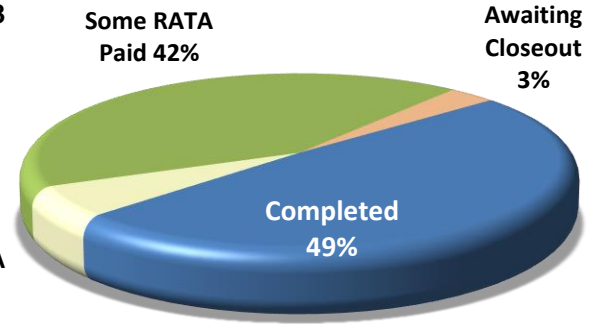
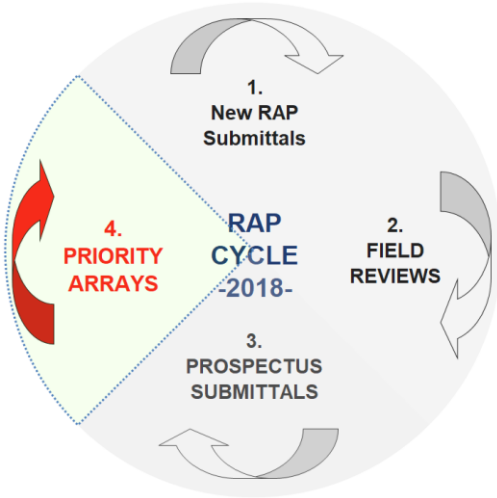
Chair Stacy adjourned the CRABoard meeting at 9:58 am.

Chair

Attest

RURAL ARTERIAL PROGRAM October, 2018

Projects Funded
2007 - 2018



PROJECT STATUS:

Billing Phase	'83-'07	'07-'09	'09-'13	'13-'15	'15-'17	Current Biennium '17-'19	TOTAL
Completed	958	41	35	26	7		1067
Awaiting Closeout		2	0	3	2		7
Some RATA paid	1	1	7	20	33	32	94
No RATA Paid				1	2	10	13
TOTAL	959	44	42	50	44	42	1181

FUND STATUS:

Anticipated Revenue to end of '17 - '19 Biennium:

Fuel tax receipts and interest through June, 2017	562,159,348
Estimated fuel tax receipts, interest and CW Transfers July 2017 thru June 2019	46,411,600
Total estimated revenue	608,570,948

RAP Expenditures to date:

To Completed Projects	526,056,026
To Projects in Design or Under Construction	32,593,722
Administration	11,494,529
Total RATA spent	570,144,277

RAP Obligations:

RATA Balance on Active Projects	101,188,248
RATA \$ yet to allocate to Partially funded projects -	12,340,938
Requests for reimbursement - pending	1,031,163
Estimated remaining administration through 2017- 2019 biennium	383,247
Total RATA obligated	114,943,596

QTR 3 - 2018 RATA ACTIVITY:

MONTH	BEGINNING BALANCE	MVFT REVENUE	INTEREST + Cash Rcpts	PROJECT PAYMENTS	#	ADMIN CHARGES	ENDING BALANCE
July	\$23,109,899.19	\$1,467,853.15	\$25,635.84	(1,127,323.15)	13	(47,933.80)	\$23,428,131.23
August	\$23,428,131.23	\$1,976,022.26	\$29,802.07	(862,455.58)	37	(49,424.42)	\$24,522,075.56
September	\$24,522,075.56	\$1,792,559.86	\$29,890.06	(6,869,681.24)	20	(47,313.33)	\$19,427,530.91
TOTALS:		\$5,236,435.27	\$85,327.97	(8,859,459.97)	70	(144,671.55)	

County Road Administration Board – October 25, 2018

Project Actions Taken by CRAB Staff

Columbia County: Whiskey Creek Road - construction extension:

The county requested (in its August 23, 2018 letter) an extension to the commencing of the last phase of construction for this project, because the selected paving contractor was facing scheduling problems on other projects, and could not pursue paving on Whiskey Creek Road this construction season. As this was outside of the county's control, the extension was granted, and the new date for commencing paving work was set for August 31, 2019.

Clark County: Manley Road - scope change:

Clark County, in its October 11, 2018 letter, requested a change in scope for Manley Road, RAP project 0613-03. The proposal is to relocate only 11 of the total 20 utility poles and to improve vertical sight distance on a curve at milepost 1.49 – milepost 1.55. Although adding the curve improvement increases cost by \$150,000 to a total \$4,079,000, the county is not seeking an increase in the current \$1,853,100 in RATA funding. Total points scored on the project as a result of the changes will be 61.38. The lowest ranked and funded project scored 51.98. Therefore the Manley Road project would have gained funding at the reduced score. CRAB staff approved the change and offered the county an amendment to the CRAB/County contract which allows the changes proposed by the county. Construction is planned for 2019.

**RESOLUTION 2018-010
APPORTION RATA FUNDS TO REGIONS**

- WHEREAS** RCW 36.79.030 establishes the Northeast, Northwest, Puget Sound, Southeast and Southwest Regions in Washington State for the purpose of apportioning Rural Arterial Trust Account (RATA) funds; and
- WHEREAS** RCW 36.79.040 specifies the manner in which RATA funds are to be apportioned to the five regions; and
- WHEREAS** the CRABoard established regional apportionment percentages for the 2017 - 2019 biennium at its meeting of August 10, 2017; and
- WHEREAS** RCW 36.79.050 states that the apportionment percentages shall be used once each calendar quarter by the board to apportion funds credited to the rural arterial trust account; and
- WHEREAS** RCW 36.79.020 authorizes expenditure of RATA funds for costs associated with program administration;
- NOW THEREFORE, BE IT RESOLVED** that the accrued amount of \$8,006,973 deposited to the RATA in **July, August, September and October, 2018** be apportioned to the regions by their 2017-2019 biennium regional percentages after setting aside \$192,895 for administration.

<u>REGION</u>	<u>DISTRIBUTION PERCENT</u>	<u>CURRENT APPORTION</u>	<u>BIENNIAL APPORTION (2017 - 2019)</u>	<u>PRIOR PROGRAM (1983 - 2017)</u>	<u>PROGRAM TO DATE</u>
ADMIN.		192,895	667,886	11,960,315	12,628,201
NORTHEAST	43.77%	3,420,222	12,295,551	235,574,412	247,869,963
NORTHWEST	10.90%	851,734	3,061,949	62,772,775	65,834,724
PUGET SOUND	6.81%	532,139	1,913,016	39,670,355	41,583,371
SOUTHEAST	23.63%	1,846,467	6,637,968	129,797,655	136,435,624
SOUTHWEST	<u>14.89%</u>	<u>1,163,516</u>	<u>4,182,791</u>	<u>82,383,836</u>	<u>86,566,627</u>
TOTAL	100.00%	8,006,973	28,759,161	562,159,348	590,918,509

Adopted by the CRABoard on October 25, 2018

Chair's Signature

ATTEST

County Road Administration Board – October 25, 2018

REVIEW OF RAP PRIORITY ARRAYS

Projects requesting funding in the 2019 – 2021 Biennium

After the January, 2018 request for project submittals, the counties submitted 145 preliminary proposals on March 1, 2018.

5 CRAB engineering staff field reviewed these preliminary submittals in the spring of 2018 with the county engineer or responsible staff, to evaluate surface conditions and discuss overall scope of each of the proposals.

The 9 SW Region counties elected to use VizRate exclusively to rate surface condition on their road projects. Only two counties over the previous two biennia have used the non-destructive deflection testing option for reconstruction type projects.

79 final prospectuses were received from the counties on September 4, 2018 requesting \$110,054,200 in RATA funding in the 2019-2021 biennium. This is compared to the 54 prospectuses requesting \$46,793,775 in the current biennium.

The estimated revenue for the 2019 – 2021 biennium is \$46,000,000, which includes \$4,844,000 Connecting Washington funding. Including the Connecting Washington funding (though not codified in CRAB’s budget) in the estimate for the call for prospectuses ensures the board has a large array that can direct all ‘potential’ funding to the most competitive projects in each region.

CRABstaff will review the 2019-2024 Six Year Program submittals for each county early in January to assure proposed RAP projects are included in those programs.

Project types to be listed on the 2019 - 2021 ARRAYS							
Includes partially funded projects from prior biennium							
TYPES	Region					TOTALS	TYPES
	NE	NW	PS	SE	SW		
2R	9	6	3	5	4	27	Resurf. and Restore
3R	18	8		10	10	46	Rehabilitate
RC	6			2	2	10	Reconstruct
DR	1		4	1	8	14	Drainage, small BR
FA	1			1		2	Federal Aid Bridge
SA			2	1		3	County Funded BR
IS			1			1	Intersection
Total	35	14	10	20	24	103	

NE REGION RAP ARRAY
Prior Partially Funded
and Proposed 2019 - 2021 Projects

COUNTY	TYPE	Road Name	Points	BMP	EMP	COST	RATA REQ	PREV AUTH	NEW REQ
Spokane	2R	Argonne Road	69.80	4.13	5.04	901,000	750,000	169,283	580,717
Adams	2R	Cunningham	44.35	8.39	11.04	1,035,000	901,000	215,700	685,300
Lincoln	2R	Duck Lake	44.20	15.67	18.71	1,202,000	829,600	438,000	391,600
Chelan	FA	West Cashmere Bridge	25.18	0.00	0.50	16,692,000	2,500,000	803,200	1,696,800
Ferry	3R	Bridge Creek Section 13	102.00	30.40	31.69	1,420,000	1,278,000	1,017,100	260,900
Lincoln	3R	Miles Creston	92.56	0.00	3.01	1,856,000	1,670,400	442,900	1,227,500
Whitman	RC	Hume Road	77.92	0.00	3.12	2,955,000	2,500,000	680,900	1,819,100
Okanogan	RC	Cameron Lake Rd	69.00	3.30	4.50	1,906,000	1,715,400	1,600,800	114,600
Okanogan	DR	Salmon Cr Rd Drainage	69.00	2.95	3.10	834,000	750,000		750,000
Adams	2R	McKinney Rd. #1	59.77	0.00	2.01	1,186,000	1,067,400		1,067,400
Grant	2R	Stratford Road (20-NE to RRX)	44.81	17.24	20.28	930,000	750,000		750,000
Ferry	2R	Klondike Road Rehabilitation	43.44	1.13	4.55	833,000	749,700		749,700
Chelan	2R	Mission Creek Road	42.02	2.58	5.00	1,537,000	750,000		750,000
Ferry	2R	Inchelium Hiway Rehabilitation	38.10	2.16	4.48	833,000	749,700		749,700
Whitman	2R	Johnson Cut Off Road	31.00	0.00	1.39	513,000	460,900		460,900
Spokane	3R	Brooks Road Project No. 2	122.00	1.87	3.88	3,108,000	2,796,100		2,796,100
Chelan	3R	Goodwin Road	115.33	0.00	0.14	1,531,000	1,377,000		1,377,000
Spokane	3R	Elk Chattaroy MP 0.32-MP 1.41	105.00	0.32	1.41	2,331,000	2,097,500		2,097,500
Lincoln	3R	Miles Creston Road Section 1B	104.07	3.01	4.66	2,242,711	1,466,800		1,466,800
Ferry	3R	Trout Creek Road Section 1	94.91	5.32	9.71	2,015,000	1,813,500		1,813,500
Ferry	3R	Boulder Creek West Section 2	90.27	2.75	5.50	2,265,000	2,038,500		2,038,500
Okanogan	3R	Old 97	88.33	4.15	5.35	2,040,000	1,836,000		1,836,000
Stevens	3R	Cedonia-Addy	88.00	3.10	6.20	3,500,000	3,150,000		3,150,000
Okanogan	3R	Loomis-Oroville Rd	84.80	6.00	7.25	2,065,000	1,858,500		1,858,500
Whitman	RC	Pullman Airport Road	79.49	3.40	6.11	3,920,000	3,528,000		3,528,000
Pend Oreille	3R	Westside Calispel Rd	78.65	11.04	12.59	2,010,000	1,809,000		1,809,000
Stevens	3R	Cedonia-Addy	78.00	6.20	9.21	3,500,000	2,250,000		2,250,000
Grant	3R	4-NW/NE (Dodson to Hiawatha)	76.92	0.00	5.03	1,600,000	1,440,000		1,440,000
Adams	RC	Lind Hatton Rd. Project #3	67.66	3.71	7.33	2,566,000	2,309,400		2,309,400
Pend Oreille	3R	McKenzie Rd	59.71	0.14	2.27	2,350,000	2,115,000		2,115,000
Grant	RC	H-SE (12-SE to SR 262)	58.71	0.00	4.67	1,850,000	1,665,000		1,665,000
Douglas	3R	Pearl Hill Road	54.65	13.15	17.26	2,516,000	2,264,400		2,264,400
Adams	RC	Benge-Winona	50.00	0.00	3.00	1,970,000	1,773,000		1,773,000
Douglas	3R	Dyer Hill Road	40.50	0.00	4.00	2,067,000	1,860,300		1,860,300
Douglas	3R	Whitehall Rd	39.50	0.00	5.90	3,024,000	2,721,600		2,721,600

54,224,117

Partial funded projects from prior biennia

20,988,000 Estimated revenue

NW REGION RAP ARRAY
 Prior Partially Funded
 and Proposed 2019 - 2021 Projects

COUNTY	TYPE	Road Name	Points	BMP	EMP	COST	RATA REQ	PREV AUTH	<u>NEW REQ</u>
Kitsap	3R	Seabeck Highway # 2	85.40	3.34	4.98	2,867,000	1,800,000	1,521,000	279,000
Skagit	3R	JOSH WILSON ROAD	87.93	1.80	2.90	2,572,000	1,000,000	87,221	912,779
San Juan	3R	Douglas Road	106.99	3.15	4.45	2,625,000	2,362,500		2,362,500
Clallam	2R	Carlsborg Road	97.00	1.01	1.72	525,000	472,500		472,500
Kitsap	3R	Glenwood Road SW	95.00	2.70	3.21	2,380,000	2,142,000		2,142,000
Skagit	3R	FRANCIS ROAD	92.42	2.87	3.85	3,700,000	2,400,000		2,400,000
Whatcom	2R	East Smith Road	90.00	1.96	4.98	1,150,000	1,035,000		1,035,000
Island	3R	Main Street Freeland	88.50	0.00	0.21	462,000	415,000		415,000
Jefferson	2R	Upper Hoh Road	84.00	0.00	12.04	1,976,000	408,400		408,400
Whatcom	2R	Birch Bay Lynden Road	62.00	7.92	9.95	750,000	675,000		675,000
Clallam	2R	Laird Road	58.00	0.23	0.70	550,000	495,000		495,000
Island	3R	Arrowhead Road	56.47	0.02	1.39	3,790,000	1,000,000		1,000,000
Clallam	3R	Barr Road	44.00	0.18	0.82	775,000	697,500		697,500
Island	2R	Morris Road	38.00	2.15	3.50	440,000	259,000		259,000
									13,553,679



Partial funded projects from prior biennia

6,432,000 Estimated revenue

PS REGION RAP ARRAY
Proposed 2019 - 2021 Projects

COUNTY	TYPE	Road Name	Points	BMP	EMP	COST	RATA REQ
King	DR	SE 384 St	72.00	1.21	1.29	1,025,000	180,000
King	DR	SE Reinig Rd	66.00	1.51	1.53	1,500,000	300,000
King	DR	Beall Rd SW	64.00	0.42	0.47	575,000	100,000
King	DR	NE Cherry Valley Rd	59.00	0.56	0.58	1,250,000	220,000
King	SA	Ames Lake Road Bridge No.1320A	57.56	3.70	3.78	14,694,000	2,600,000
Pierce	2R	Sumner-Buckley Hwy E	53.18	5.34	8.00	2,292,000	2,062,800
Pierce	2R	304 St E	45.92	1.02	2.00	760,000	684,000
Pierce	2R	8 Avenue East	33.60	1.17	4.25	1,134,000	515,000
Snohomish	IS	Woods Creek Road	32.17	3.17	3.29	818,000	700,000
Snohomish	SA	Trout Creek Bridge #494	29.07	6.03	6.06	4,078,000	1,000,000
							8,361,800

4,099,000 Estimated revenue

SE REGION RAP ARRAY
 Prior Partially Funded
 and Proposed 2019 - 2021 Projects

COUNTY	TYPE	Road Name	Points	BMP	EMP	COST	RATA REQ	PREV AUTH	NEW REQ
Asotin	2R	Snake River Road	98.79	5.78	6.39	2,813,000	2,400,000	2,097,160	302,840
Garfield	3R	Gould City Mayview Phase 4	91.66	13.84	16.58	1,748,200	1,572,800	1,407,800	165,000
Klickitat	2R	Trout Lake Highway	111.00	10.28	11.59	1,243,000	1,118,700	673,000	445,700
Benton	RC	Hanks Road Phase I	74.50	6.00	7.50	1,556,000	1,400,000	746,500	653,500
Yakima	3R	Independence Rd	58.80	3.05	4.09	1,886,000	1,685,700	624,239	1,061,461
Columbia	FA	Kellogg Hollow Rd - Starbuck BR	16.47	12.96	13.22	3,476,000	695,300		695,300
Asotin	SA	Grande Ronde Road	72.00	9.72	9.75	1,873,000	1,685,700		1,685,700
Kittitas	DR	Kachess Lake Rd Culvert	91.00	2.50	2.52	930,000	765,000		765,000
Klickitat	RC	Sundale Road & Old Hwy 8	103.93	0.00	3.54	3,700,000	3,260,000		3,260,000
Garfield	2R	Kirby-Mayview Phase I	90.00	21.30	25.20	2,889,000	2,600,000		2,600,000
Walla Walla	3R	LOWER WAITSBURG	89.90	4.23	6.25	2,554,000	2,298,600		2,298,600
Yakima	3R	Independence Road phase 2	84.75	1.55	3.05	2,503,000	2,252,700		2,252,700
Columbia	3R	Kellogg Hollow Rd	77.25	3.20	5.10	2,739,000	2,104,700		2,104,700
Kittitas	2R	Vantage Highway - Overlay	75.64	21.25	27.51	3,465,000	2,635,000		2,635,000
Benton	3R	County Well Road	71.33	0.00	3.12	2,250,000	2,025,000		2,025,000
Walla Walla	3R	PEPPERS BRIDGE ROAD	64.33	0.35	1.60	1,782,000	650,000		650,000
Yakima	3R	N. Wenas Road	58.91	5.17	6.36	2,314,000	2,082,600		2,082,600
Benton	3R	County Well Road	50.44	3.12	5.13	1,500,000	1,350,000		1,350,000
Franklin	3R	HOLLINGSWORTH ROAD	49.01	0.00	2.02	1,477,000	1,329,300		1,329,300
Franklin	2R	PASCO-KAHLLOTUS ROAD V	18.22	13.08	15.60	1,626,000	1,463,400		1,463,400

29,825,801

	Partial funded projects from prior biennia	12,470,000	Estimated revenue
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SW REGION RAP ARRAY
 Prior Partially Funded
 and Proposed 2019 - 2021 Projects

COUNTY	TYPE	Road Name	Points	BMP	EMP	COST	RATA REQ	PREV AUTH	<u>NEW REQ</u>
Grays Harbor	RC	Garrard Creek Road	81.16	3.10	3.60	1,460,000	1,287,000	1,235,833	51,167
Cowlitz	3R	South Cloverdale Road	71.52	0.13	0.79	1,750,000	1,300,000	1,217,243	82,757
Thurston	3R	Vail Road SE	64.63	1.76	3.27	2,500,000	1,800,000	1,186,443	613,557
Lewis	DR	Jackson Hwy S	74.68	2.09	2.13	620,000	499,500	355,300	144,200
Mason	DR	North Shore - Cady Creek	67.00	6.90	7.00	600,000	500,000	465,972	34,028
Pacific	DR	Stringtown Road Culvert	51.53	0.12	0.17	555,000	499,500	372,568	126,932
Wahkiakum	DR	Eden Valley Road drainage	50.00	1.90	2.10	535,010	481,500	206,500	275,000
Clark	3R	NE Munch Road	45.82	0.00	0.59	1,119,000	950,000	700,000	250,000
Skamania	2R	Wind River Road	34.10	1.99	3.59	745,000	670,500	504,000	166,500
Lewis	RC	Centralia Alpha	75.00	10.60	11.85	4,333,000	2,200,000		2,200,000
Clark	2R	SE Blair Road	75.00	2.47	3.91	1,687,000	1,509,000		1,509,000
Grays Harbor	DR	Wishkah Rd Culvert Replacement	73.00	4.35	4.45	805,000	500,000		500,000
Grays Harbor	DR	Wynooche Valley Road Culvert	72.00	7.17	7.23	790,000	500,000		500,000
Mason	DR	North Shore - Great Bend	71.00	16.60	16.70	600,000	500,000		500,000
Mason	3R	Old Belfair Hwy	71.00	1.20	1.60	1,420,000	1,188,000		1,188,000
Cowlitz	2R	Dike Road	65.00	3.05	5.32	1,880,000	1,692,000		1,692,000
Pacific	3R	Raymond - South Bend Road	64.00	1.45	1.62	541,000	486,900		486,900
Thurston	3R	McCorkle Rd - 113th to CRP 614	63.12	0.00	1.28	1,500,000	1,170,000		1,170,000
Wahkiakum	3R	Jacobson Road	62.09	0.00	0.33	527,000	440,000		440,000
Skamania	3R	Washougal River Road	54.36	11.62	12.96	925,000	832,500		832,500
Thurston	3R	113th -Tilley to McCorkle	54.33	14.00	15.22	1,350,000	1,030,000		1,030,000
Cowlitz	DR	Cloverdale Road	49.00	1.75	1.81	565,000	500,000		500,000
Pacific	3R	South Fork Road	48.00	3.60	5.52	1,425,000	1,282,500		1,282,500
Grays Harbor	2R	Ocean Beach Road Overlay	40.08	0.00	2.50	950,000	855,000		855,000

16,430,041

Partial funded projects from prior biennia

6,849,400 Estimated revenue

REQUEST FOR EMERGENCY PROJECT FUNDS – RAP PROGRAM

STATLER BRIDGE MP 2.18 to MP 2.35 EMERGENCY REPLACEMENT OKANOGAN COUNTY

Nature of Request:

Okanogan County is requesting \$1,242,000 in emergency RATA funding for the replacement of Statler Bridge, MP 2.18 to MP 2.35 per their letter dated October 10, 2018. The WSDOT determined that the regional extent of storm that caused the damage was too low for FHWA Emergency Relief (ER) funding to be applied. Further, as a minor collector route, Salmon Creek Road is ineligible for ER funds.

Background:

Heavy snow melt and rains in the spring of 2018 caused abnormally high flows on the Okanogan River and elsewhere. The county, on May 7 2018 declared a state of emergency in order to deploy emergency responses where needed. After flooding had subsided, the county discovered extensive scouring and additional cracking that had not been observed in previous inspections of the abutment wall on Statler Bridge, which is located on Salmon Creek Road. The county therefore declared an emergency on September 24, 2018 and closed Salmon Creek Road so that temporary repairs could be made to the bridge. The temporary repairs involved pumping eleven cubic yards of concrete under and around the footings. The bridge was reopened to traffic with a 15 ton weight limit posted for it (63% below the standard 40 ton capacity) on October 1st.

The hydraulic Project Approval permit for the repairs issued by Washington State Department of Fish and Wildlife (WDFW) stipulated that the work was temporary and that the structure must be replaced within three years due to Hydraulic deficiency. The county will continue monitoring and closing/repairing/restricting the bridge as needed. Based on its inspections however, the county claims the bridge will not likely survive another flooding event.

Costs estimate: (new 55 to 60 ft. span bridge as required by Dept. of Fish and Wildlife) \$1,380,000

These costs do not qualify for FHWA or FEMA funding as the spring 2018 event did not reach the required damage threshold. The bridge is not eligible for Federal Bridge Replacement funding since it is less than the minimum 20 feet federally defined bridge span length.

Staff Analysis:

WAC Requirements Summary:

- Damage to the road forcing restriction and or closure – September 24 to current
- County declared emergency –September 24, 2018 (and May 7, 2018)
- Contact with WSDOT for federal funding availability. The WSDOT determined the regional costs were insufficient to prompt a statewide declaration and therefore Federal Emergency Relief funds were not available to Okanogan County.

WAC 136-163-020

Definitions.

(1) Emergency project: Work of either a temporary or permanent nature which restores roads and bridges to the predisaster condition and may include reconstruction to current design standards. This work is the result of a sudden natural or man-made event which results in the destruction or severe damage to RATA-eligible roadway sections or structures such that, in the consideration of public safety and use, the roadway sections or structures must be immediately closed or substantially restricted to normal traffic. Work of an emergency nature is also beyond the scope of work done by a county in repairing damages normally or reasonably expected from seasonal or other natural conditions, and is beyond what would be considered maintenance, regardless of how extensive the maintenance may be.

WAC 136-163-030:

"A state declaration of emergency is required as a condition of receiving federal funding for road-related damages via the Emergency Relief Program or FEMA. If such federal funding has been approved or is likely to be approved, the county road administration board may provide up to one hundred percent of a county's required matching funds for such federal funding but only after the approval of the federal funds.

Should such federal funding not be forthcoming, or if the emergency is of such a scope and size that federal funding is clearly improbable, the county road administration board may provide up to eighty percent or ninety percent of the estimated eligible damages depending upon the regional limitations as provided for in WAC 136-161-090, with the total project cost limited to the actual expenditures by the county

The bridge has been repaired to minimal functioning condition, and now requires replacement to restore to full service. The county claims that, based on the previous storm experience and weakening of the structure, failure is imminent.

Staff findings:

Staff has reviewed the project site and finds:

- The county declared an emergency on September 24, 2018 per its' attached resolution to do temporary repairs.
- The county has completed minimal but necessary repair of Statler Bridge damage caused by the flooding that occurred in spring of 2018.
- The road remains significantly restricted, limiting trucks to no more than 15 tons.
- The county submitted a request for emergency funding on October 10, 2018.
- The county's request meets the requirements for RAP emergency funding.

Recommendation:

Staff recommends approval of \$1,242,000 (90% of total cost) RATA funding for replacement of Statler Bridge. This funding amount, if approved, will be deducted from the county's funding limit for the 2019 – 2021 biennium.



End Project
MP 2.35

Begin Project
MP 2.18

922A SALMON CREEK RD

2494 DANKER CUT-OFF RD

2458 GLOVER LANE







Okanogan County

Department of Public Works

1234-A Second Avenue South
Okanogan, WA 98840

Josh Thomson, P.E.
County Engineer

October 10, 2018

John Koster, Executive Director
Washington State County Road Administration Board
2404 Chandler CT SW, Suite 240
Olympia, WA 98504

RE: Statler Bridge Emergency Prospectus

Dear Mr. Koster,

I request that Okanogan County be granted RATA funds for an emergency bridge replacement project. I understand that this will count against Okanogan County's project funding for the next biennium.

Inspection of the Statler short-span bridge carrying Salmon Creek Rd over Salmon Creek on 9/19/2018 identified significantly undermined footings as a result of historically high flows this past spring. Irrigation diversion results in no flow in the creek in September, making in-depth inspection of the footing possible. The bridge was immediately closed to all traffic and temporary repair measures began the next day. The upstream half of this structure was constructed with unreinforced rubble abutments about 100 years ago. It is assumed that the original superstructure was wood. We have no records for this portion of the structure. The structure was widened to two lanes in 1949, but little is known about this construction either. Concrete abutments on shallow narrow footings make up the widening, and a 2' tall concrete wall was poured on top of the rubble abutments. Shallow cast in place girders support a concrete slab over the widened and old portion of the structure. The span is 19'.

The undermining was most significant under the north rubble wall. A vertical crack in the abutment extends full height under the 3rd girder, as well as on the wingwall at the edge of the abutment. The crack under the 3rd girder has not been observed in previous inspections, but the crack in the wingwall has been observed in the past. The rubble abutment wall has separated 1/8" from the concrete wall poured on top of it. Restoring structural capacity to the unreinforced rubble abutment walls is not feasible. The Hydraulic Project Approval (HPA) permit issued by WDFW for the emergency repair effort stipulated that the work was temporary and the structure must be replaced within three years due to its hydraulic deficiency. The scour that caused the damage is a function of the span being less than half the width of the stream at high flow. The constriction resulted in increased velocity, which scoured all of the natural 18" to 48" rock out from under the structure.

Eleven cubic yards of concrete were pumped under and around the footings, and the bridge was reopened to traffic with a 15 ton weight limit on October 1st. The significantly reduced capacity of the structure as a result of the May 2018 flood event will require repeated closures during high flow events. Monitoring of the cracks, settlement, and overall structure condition will be performed weekly until replacement.

Current WDFW regulations require that a new structure span 55 to 60 feet. This planning level estimate I developed in the field was confirmed in preliminary consultation with the local WDFW biologist. The new structure is estimated to be 32 feet in width, which will result in approximately 30' clear width between faces of guardrail. The new structure is planned to be constructed immediately downstream of the current structure. This location will avoid additional structure length that would be necessary to span the meandering of the stream above the current structure. Though this location will require ROW acquisition, it is almost certain that the ROW will be less expensive than increasing the size of the structure. The ROW acquisitions will not impact any structures or homes.

The flood event in May 2018 did not reach the statewide damage threshold, so a FEMA declaration was not made, eliminating one potential funding source for this bridge replacement. Salmon Creek Road is a minor collector, federal functional classification 08, and is not eligible for ER funds through FHWA. The current bridge is just under the 20 foot span threshold for the federal BRAC program, so it is not eligible for those funds either.

I appreciate your consideration of this request. If you have any questions, please call me at 509-422-7317.

Sincerely,

Josh Thomson, P.E.
County Engineer

STATE OF WASHINGTON - COUNTY ROAD ADMINISTRATION BOARD

**RURAL ARTERIAL PROGRAM
EMERGENCY PROSPECTUS**

Biennium 2019 - 2021

Region: NE County: Okanogan

IDENTIFICATION

State Legislative District: 12

Road Number(s)	Road Name(s)	FFC(s)	TRC(s)	BMP(s)	EMP(s)
92210	Statler Br Emergency Replacement	08	99	2.180	2.350

DESCRIPTION OF THE EVENT. DAMAGE, COUNTY RESPONSE, AND DECLARATION

Review WAC 136 - 163 for details on eligibility

Inspection of the Statler short-span bridge carrying Salmon Creek Rd over Salmon Creek on 9/19/2018 identified significantly undermined footings as a result of historically high flows this past spring. The road was immediately closed to traffic while emergency measures were undertaken to stabilize the structure. The unreinforced rubble abutment walls were damaged beyond repair, and the structure must be replaced. The structure was reopened to traffic on October 1st with a 15 ton weight limit. It is likely that the structure will be closed during spring runoff because the temporary scour mitigation cannot be monitored under high flow conditions. Further damage to the structure is likely.

(Use additional sheets as necessary, ATTACH VICINITY MAP)

ESTIMATED FUNDING

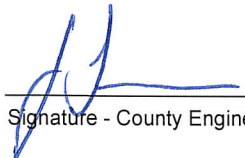
Note: the CRABoard will consider funding projects that are part of a statewide or federal declaration only after such state or federal funding is approved.

Phase	Est Total Cost	FHWA OR FEMA \$	RATA Requested
Design/Prelim. Engr.	\$133,000	\$0	\$119,700
Right of Way	\$50,000	\$0	\$45,000
Construction	\$1,197,000	\$0	\$1,077,300
TOTAL	\$1,380,000		\$1,242,000

LOCAL PROJECT APPROVAL

RAP Emergency Prospectus prepared under the supervision of:

Vicinity Map Attached?

 10/09/18
Signature - County Engineer / Date

RAP Emergency Prospectus submitted to CRAB with the approval of:

 10-09-2018
Signature of Chair of the Board of County Commissioners or County Executive / Date

OKANOGAN COUNTY COMMISSIONERS

RESOLUTION 96 --2018

A resolution providing for the temporary closure of Bridge No. A-2 on Salmon Creek Road for emergency repairs

BEFORE THE BOARD OF COUNTY COMMISSIONERS OF Okanogan County, Washington:

IN THE MATTER OF County Bridge No. A-2, located at milepost 2.244 on Okanogan County Road No. 9221, Salmon Creek Road. This bridge and has been inspected by the County Engineer and is found to be structurally deficient to the point of imminent failure.


IT IS HEREBY RESOLVED that Bridge No. A-2 on Okanogan County Road No. 9221 is closed; said closure was effective September 19, 2018 upon installation of signs and barricades at the direction of the County Engineer, and shall remain in effect until emergency repairs are completed, or the closure is removed by action of the Board of County Commissioners.

DATED at Okanogan, Washington, this 24th day of September, 2018

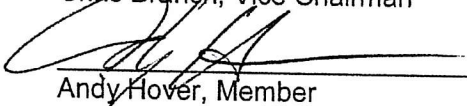


BOARD OF COUNTY COMMISSIONERS
OKANOGAN COUNTY, WASHINGTON

Jim DeTro, Chairman

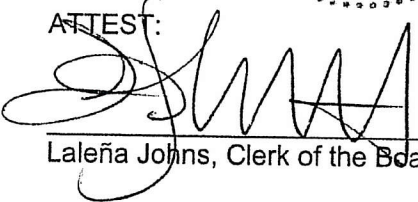


Chris Branch, Vice Chairman



Andy Hover, Member

ATTEST:



Laleña Johns, Clerk of the Board

Okanogon County Commissioners'

Resolution 43 - 2018

Emergency Declaration for hazardous conditions due to flooding that resulted due to rain and warm weather causing high water levels around the county causing hazardous circumstances within the county.

WHEREAS, the Board of Okanogon County Commissioners, were advised of an possible emergency situation in Okanogon County on Friday, May 4th, consisting of above average snow pack and abnormally high temperatures resulting in a much faster than normal runoff; and,

WHEREAS, this situation has produced high river levels, and the threats of county-wide riverine flooding; with the Okanogon River currently above flood stage; and,

WHEREAS, a forecast by the National Weather Service in Spokane, has predicted the Okanogon and Methow rivers will continue to rise this week; and,

WHEREAS, all rivers in the county have already risen significantly over the last three days and larger rivers are predicted to be at or above flood stage by Thursday; and,

WHEREAS, river levels in the Okanogon River are predicted to rise further above flood stage within the next 3 days, including 100% chance of moderate to major flooding in low lying areas; and

WHEREAS, in anticipation of flooding on the Okanogon River, the Army Corp of Engineers will provide flood protection to mitigate the risk of levee failure in the city of Okanogon and elsewhere, and

WHEREAS; the Okanogon Board of County Commissioners has determined levee failures caused by the weather events as well as the possibility of additional debris flows pose an imminent threat to the public health and safety as well as potential for damage to public infrastructure and private property, and

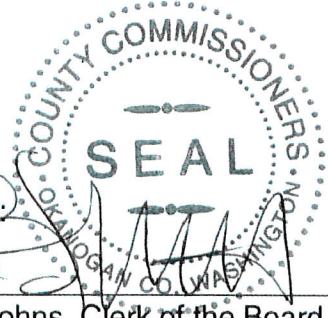
WHEREAS; this situation constitutes a state of emergency that without immediate response will significantly endanger life and property as well as increase the likelihood of the incurrence of additional costs and resource deployment, based on the real probability of increasing danger,

NOW THEREFORE BE IT RESOLVED, that the Okanogon County Board of Commissioners do hereby declare a state of emergency in Okanogon County, effective immediately, to continue until river flows drop below flood stage and all

necessary repairs are made. All emergency powers and statues applicable to this event are hereby activated.

DATED at Okanogan, Washington this 7th day of May 2018.

BOARD OF COUNTY COMMISSIONERS
OKANOGAN, WASHINGTON



ATTEST

[Signature]
Larēna Johns, Clerk of the Board

Jim DeTro, Chairman
[Signature]
Chris Branch, Member
[Signature]
Andy Hoover, Member

WAIVER OF PAYBACK OF EXPENDED RATA FUNDS

WHITEMAN ROAD, MP 2.40-2.70

RAP PROJECT NUMBER 2715-01

PIERCE COUNTY

I. Nature of Request:

Pierce County has requested, per their letter dated October 8, 2018, that the CRABoard waive reimbursement of \$101,723 of expended RATA funds used for design of their withdrawn Whiteman Road project. The county has used a total of \$120,942.66 in RATA funds for design to date, and proposes to pay back the \$19,219.66 difference. Waiver of payback of RATA funds must be considered by the CRABoard per WAC 136-167-030.

According to CRABoard Resolution 2015-02, the director or designee is given authority for approval of withdrawals and terminations as set forth in WAC 136-167 except that waiving of a required RATA reimbursement for such projects shall remain with the CRABoard.

II. Guidelines for consideration of waiver requests:

A. WAC 136-167-030, Termination of approved project after RATA reimbursement.

‘...(2) If a county terminates an uncompleted RATA funded project for which RATA reimbursement has been made, for other than an unanticipated scope change, and does not want to be required to repay the county road administration board for all RATA funds received, a letter of request signed by the chair of the board of county commissioners or the county executive as appropriate must be sent to the county road administration board. The request must include:

- (a) An explanation of the reasons that the project will not proceed to completion;
- (b) A statement of the amount of RATA funds which the county does not want to repay; and
- (c) An explanation of why the county believes full repayment should not be made.

If the county road administration board grants the request, the county shall repay all RATA funds not exempted from repayment, the CRAB/counties contract will be amended, and the remaining RATA funds will be allocated to other projects within the region. If the county road administration board denies the request, full repayment shall be made as provided in subsection (1) of this section...’

B. The CRABoard, at its January 2002 meeting, determined the following:

“After discussion, the Board determined that generally, payback of all project related costs, including design, right of way and construction are eligible to be waived by the CRABoard, and that the CRABoard will continue to consider each waiver request on a case-by-case basis. The CRABoard directed staff to develop a waiver of payback request form for counties to use.”

III. Funding and expenditure:

The Whiteman Road project prospectus was submitted by the county on August 18, 2014 requesting \$828,900 in RATA funds. Total project cost at that time was listed as \$921,000.

The county has expended \$120,942.66 RATA funds for design of the project, submitting 21 requests for reimbursement from November 2015, through January, 2018.

IV. Project Development:

A. Larger structure required:

The county's October 8, 2018 request letter states that the original project intended to replace the existing 30 inch diameter culvert with a new 14 foot three sided aluminum arch. The estimated cost at the time of prospectus submittal was \$921,000. After further detailed design, the county realized a larger structure, to 17 foot span, as required by Washington Department of Fish and Wildlife (WDFW), would be needed. This required a larger amount of grading and excavation. The total estimated project cost for replacement is now \$1,808,000, roughly twice the original cost.

B. WDFW barriers not addressed:

Upon further project field inspection, the county determined that there are two additional fish barriers downstream of the Whiteman Road culvert under the jurisdiction of WDFW, DNR and private ownership. Since there is no funding available to eliminate these barriers, and because these blockages would preclude any benefit to the CRAB funded project, the county decided it did not make financial sense to continue with the original project and elected to withdraw the project.

C. Alternatives to replacement:

The county first considered the alternative of slipping a smaller diameter liner into the existing pipe to prevent further settlement. This proposal was rejected by WDFW when a HPA permit was submitted. The county has therefore elected to repair the existing culvert by sealing its joints. The estimated cost of this work is \$281,047, much lower in cost and scope than the original proposal.

V. Request Details:

Since the current proposal is far below the scope of the original replacement project, the county has withdrawn the project and is seeking a waiver of \$101,723 of the RATA funds it has expended. The county cites the potential for full replacement when the other barriers are removed, and that the funds expended to date have produced survey, geotechnical, environmental and engineering design support for the future project. The county has included a listing of these costs (see below) as part of their formal request.

VI. Staff Finding and Recommendation:

Staff finds that:

- The county has clearly explained that the jurisdictional and cost increase issues render the current project an ineffective use of county and RATA funds.
- The new joint seal proposal is a major departure (closer to maintenance) in scope from the replacement proposal for which the county competed and gained funding. The county has therefore withdrawn the project from RAP funding.
- The county has submitted a request for waiver of payback in a timely manner, meeting the conditions listed in WAC 136-167-030 (2); a, b and c above.
- The county has adequately defined the costs it incurred to develop a replacement project.
- Design costs of \$101,723 are usable on a future replacement project.
- The county has given written assurance that design for a replacement project will be again be pursued after the other barriers are removed: “should the downstream blockages be removed in the future, the county will resume engineering efforts ... to improve fish access”.
- The CRABoard has conditioned approval of past waiver of payback amounts upon items of the prospectus that were constructed, or in the event that none were built, on assurances that a project similar to the prospectus will be advanced by the county in near future.
- There is no indication that the other (WDFW) barriers will be replaced soon.

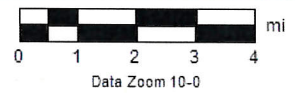
Staff recommends that the request for the waiver of payback of \$101,723 in expended RATA funds used for design of the withdrawn Whiteman Road project be denied and that the county reimburse to the CRABoard the full \$120,942.66 RATA expended, within sixty days of notification (October 10, 2018) of the withdrawal to CRAB, in keeping with WAC 136 167 030 (1).



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October 8, 2018

Mr. Randy Hart, P.E.
County Road Administration Board
2404 Chandler Court SW, Suite 240
Olympia, WA 98504-0913

Re: Whiteman Road SW – MP 2.40 to MP 2.70, CRP 5829, CRAB #2715-01
Project Termination and Waiver Request

Dear Mr. Hart:

Pierce County is requesting that the County Road Administration Board (CRAB) terminate the subject project. We also are requesting that the County not be required to repay \$101,723 of the \$120,942 which CRAB has reimbursed the County for preliminary engineering work through December 2017. The County has actively pursued this project and for various reasons unknown at the time of application, now believe there is a better, more cost-effective solution to the immediate problem at hand.

The original project scope would have replaced the existing 30-inch culvert with a new 14-foot, three-sided aluminum arch culvert providing fish access and repaired the failing roadway pavement. The estimated project cost at time of application in 2014 was \$921,000. During the preliminary engineering phase, the cost estimate increased significantly to \$1,808,481. Once design was underway, we realized there was substantially more grading and excavation needed to replace the culvert with a fish passable structure which increased in size to a 17-foot, three-sided aluminum arch culvert. This also required additional retaining walls. During subsequent field investigations, it was also determined that there are two downstream fish blockages under the jurisdiction of the Washington Department of Fish and Wildlife (WDFW), Washington State Department of Natural Resources (DNR) and private ownership. These blockages involve a levee and tidesgates which control Whiteman Cove and a blockage on a private road. There is no funding identified for a project to alleviate the blockages and it is unknown when a future project may occur. These blockages would preclude upstream benefits to fish access provided by this CRAB funded project if implemented as originally scoped. Given the vast increase in funding necessary to complete this project and the discovery of the downstream constraints, it simply did not make financial sense to continue progressing forward per the original scope.

County staff began considering alternative options to correct the failing roadway section. One option considered was to slip-line the existing culvert but this option was rejected by WDFW when a hydraulic project approval permit application was submitted. The County discovered a different, innovative solution which involves sealing the joints of the existing pipe. After closer inspection by NW Relining Inc., experts in culvert repairs, they determined the pipe itself was in good condition and only showed signs of leakage at the internal pipe joints themselves. They recommended a joint seal solution using a product called Cretex. Based on our research, this product would be expected to last 50 years, most likely beyond the lifespan of the existing culvert. Sealing the pipe joints is expected to solve the roadway settlement above the pipe and eliminate the constant maintenance need at this location. The total project cost of the preferred joint repair option is estimated to be \$281,047. Sealing the joints is our recommended solution and the most cost-effective, efficient use of public funds at this time.

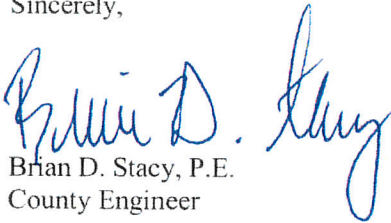
We believe we have completed substantial engineering efforts for the culvert replacement solution. We are committed to repairing the culvert using the joint sealing technology and when the downstream



blockages are removed in the future; the County will resume engineering efforts on the Whiteman Road SW culvert to improve fish access. The majority of work completed to date, such as the geotechnical report, project survey, preparation of plans and the culvert basis of design technical memorandum can be utilized in the future. We are still proceeding with acquiring the property rights for a full culvert replacement to be prepared for a future fish habitat improvement project. The RATA engineering cost for work completed that will contribute a benefit to the future option of the full culvert replacement was calculated to be \$101,723.

Enclosed you will find the CRAB waiver request form signed by County Executive Dammeier. We truly appreciate your consideration of our request and if you have any questions please contact Clint Ritter, P.E., Program Development Supervisor, at 253.798.2762 or clint.ritter@piercecounitywa.gov.

Sincerely,

A handwritten signature in blue ink that reads "Brian D. Stacy". The signature is fluid and cursive, with the first name "Brian" and last name "Stacy" clearly legible.

Brian D. Stacy, P.E.
County Engineer

BDS:ctr

cc: File

cc: Toby D. Rickman, P.E., Deputy Director
Leticia M. Neal, P.E., Transportation Improvement Manager
Clint T. Ritter, P.E., Program Development Supervisor
Troy B. Lee, Transportation Engineer
Kraig Shaner, P.E., Bridge Engineering Supervisor

**REQUEST FOR WAIVER OF PAYBACK OF USED RATA FUNDS
AFTER PROJECT TERMINATION**

COUNTY ROAD ADMINISTRATION BOARD - WAC 136-167-030

Insert Information in shaded areas.

The RATA funded project specified below:

COUNTY: Pierce

ROAD NAME: Whiteman Road NW

RAP PROJ NO. 2715-01

BEGIN M.P. 2.40

END M.P. 2.70

RATA approved: 828,900.00

Project RATA funds received by the County: 120,942.00 (A)

will not proceed to completion for the following reasons:

The original project scope would have replaced the existing 30-inch culvert with a new 14-foot three sided aluminum arch culvert providing fish access and repaired the failing roadway pavement. The estimated project cost at time of application was \$921,000. During the preliminary engineering phase, the cost estimate increased significantly to \$1,808,481. Once design was underway, we realized there was substantially more grading and excavation needed to replace the culvert with a permissible fish passable structure which increased in size to 17-feet and included additional retaining walls. During subsequent field investigations, it was also determined that there were two downstream fish blockages under the jurisdiction of WDFW, DNR and private ownership. There is no funding identified for a project to alleviate these blockages and it is unknown when a future project may occur. These blockages would preclude upstream benefits to fish access provided by this CRAB funded project. Since it did not make financial sense to continue with the original plan, County staff began considering alternative options to correct the failing roadway section. One option considered was to slip-line the existing culvert but this option was rejected by WDFW when a HPA permit application was submitted. The County discovered a different, innovative solution which involves sealing the joints of the existing pipe to prevent settlement. The estimate for this recommended option is substantially less.

(attach additional sheets if necessary)

Within sixty days of written acknowledgment of this letter by the CRABoard, the county will pay back all expended RATA funds listed in line (B).

_____ (B)

The county requests however, that it not be required to pay back amounts listed in line (C) for the following reasons:

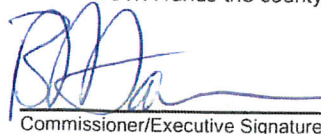
The County has pursued this project in good faith effort and believe that our preliminary engineering efforts and concern for efficient use of the public's money has landed us with what we believe is the preferred solution at this time. After closer inspection by NW Relining Inc., experts in culvert repairs, they determined the pipe itself was in good condition and only showed signs of leakage at the internal pipe joints themselves. They recommended a joint seal solution using a product called Cretex. Based on our research, this product would be expected to last 50 years, most likely beyond the lifespan of the existing culvert. The total project cost of the preferred joint repair option is estimated to be \$281,047, a fraction of the cost of full culvert replacement. Sealing the pipe joints is expected to solve the failing roadway and constant maintenance needs at this location by preventing settlement above the pipe. Sealing the joints is our recommended solution and the most cost-effective, efficient use of public funds.

Should the downstream blockages be removed in the future, the County will resume engineering efforts on the Whiteman Road SW culvert to improve fish access. The majority of the work completed to date can be utilized in the future such as survey and the culvert basis of design technical memorandum. In addition, we are still proceeding with acquiring the property rights for a full culvert replacement in order to be prepared for a future fish habitat improvement project.

(Include items of design and construction accomplished, and associated cost breakdown. Attach additional sheets if necessary)

RATA funds the county is requestng not be paid back. 101,722.60 (C)

Project termination and waiver request submitted by:


Commissioner/Executive Signature

on: 10/9/18
date

If the county road administration board grants the request, the county shall repay all RATA funds not exempted from repayment, the CRAB/County contract will be amended, and the remaining RATA funds will be allocated to other projects within the region.
If the county road administration board denies the request, full repayment shall be made as provided in subsection (1) of WAC 136-167-030.

Incurred Design Costs:

Reason Project Cannot be Accomplished:

<u>Check if Applicable</u>	<u>Document</u>	<u>Extent of Accomplishment, and associated Documentation:</u>	<u>Cost:</u>	<u>RATA Share</u>	<u>Performed By:</u>
1 <input type="checkbox"/>	Stormwater				
2 <input type="checkbox"/>	Shorelines				
3 <input type="checkbox"/>	WDFW				
4 <input type="checkbox"/>	NMFS				
5 <input type="checkbox"/>	DAHP or Section 106				
6 <input checked="" type="checkbox"/>	Geotech Report	Obtained a geotech report for the design of the culvert, headwalls, and retaining walls.	\$18,464.15	\$ 15,805.31	Golder and Associates Inc.
7 <input checked="" type="checkbox"/>	Wetland Delineation Doc. and Survey.	Marked and surveyed wetland boundaries around culvert inlet/outlet.	\$24,902.09	\$ 21,316.19	Pierce County
8 <input checked="" type="checkbox"/>	Project Surveying	Completed topographic survey of the roadway, embankment, culvert, and stream bank.	\$22,086.99	\$ 18,906.46	Pierce County
9 <input checked="" type="checkbox"/>	Plan Drawings	Prepared 60% contract plans for the culvert replacement project.	\$20,784.91	\$ 17,791.88	Pierce County
10 <input type="checkbox"/>	Public Meetings				
11 <input checked="" type="checkbox"/>	Right Of Way	Obtained title reports, completed right-of-way acquisition plans and began making offers to secure property rights for the culvert limits and temporary construction impacts.	\$12,961.40	\$ 11,094.96	Pierce County and The Granger
12 <input checked="" type="checkbox"/>	Project Cost Estimate	Prepared a construction cost estimate for the culvert replacement project.	\$15,708.22	\$ 13,446.24	Pierce County
13 <input checked="" type="checkbox"/>	Provisions and Specs	Prepared a draft of contract specifications for the culvert replacement project	\$3,927.06	\$ 3,361.56	Pierce County

Notes: Include only items incurred after RATA funding.
Some items might be grouped together as a total agency cost, such as 10-13.

Earlier costs may be addressed separately

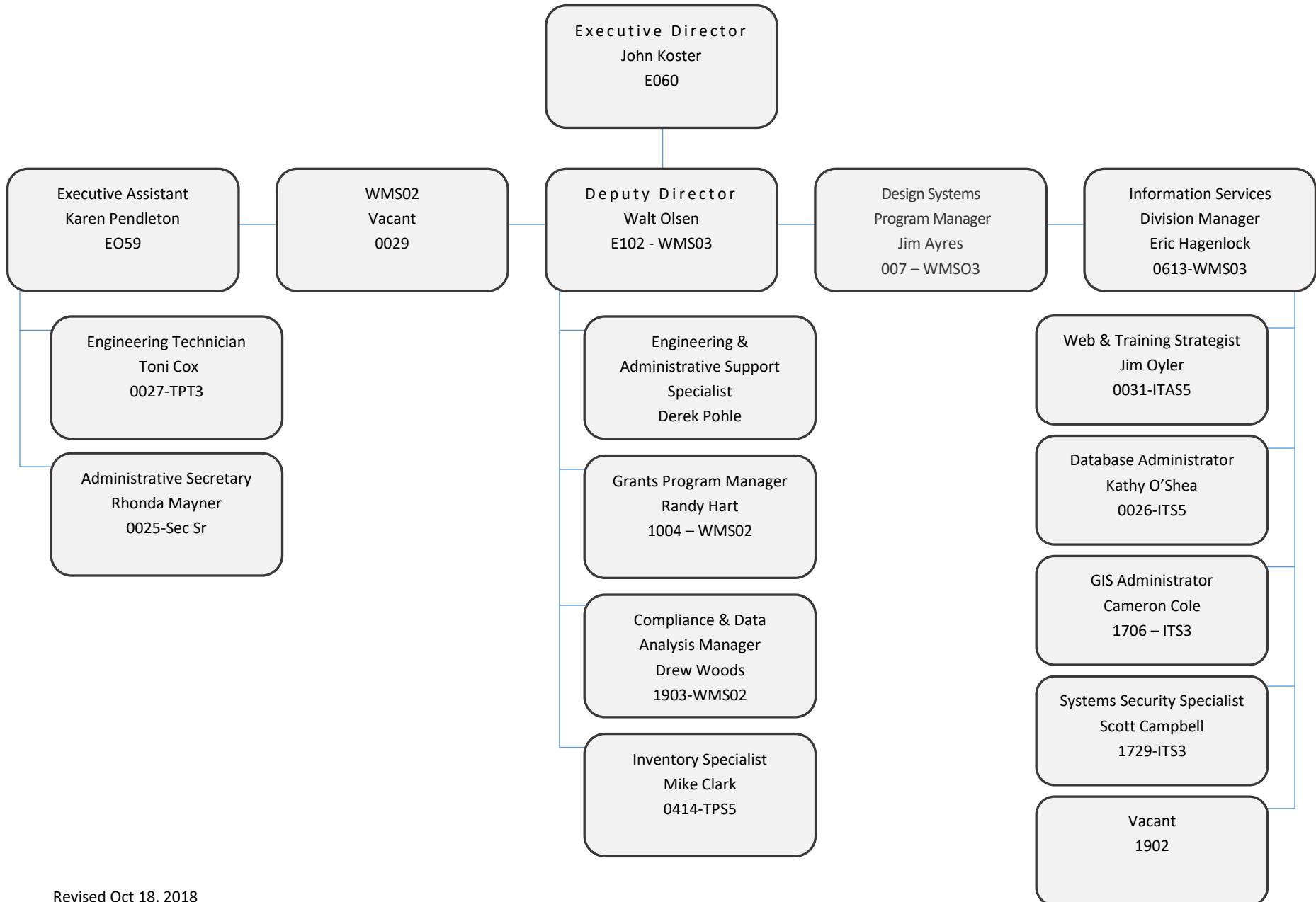
FIN0353 - CRP 5829 - Financial Data 2015 to 2017

Row Labels	Sum of Ledger/Budget Debit minus Credit	Wellbore Report	Wellbore Delineation Doc. And Survey	Project Survey	Plan Drawings	Right of Way	Project Cost Estimate	Provisions and Specs
Conversion Cost Center Unknown	\$ (0.00)							
Christina Richards (Terminated) (100273)	\$ 101.16			\$ 101.16				
Gretchen Mallan (100379)	\$ 98.34			\$ 98.34				
Mary Bircham (Terminated) (100823)	\$ 13.30			\$ 13.30				
(blank)	\$ (212.80)							
PW - Contracts, Non-Labor Direct Cost - BRIDGE DESIGN	\$ 1,235.68							
Gottler Associates Inc.	\$ 18,242.77	\$ 18,242.77						
Kraig Shoner (12883)	\$ 72.33			\$ 72.33				
Matt Graves (Terminated) (9408)	\$ 32.47			\$ 32.47				
Rick Russom (12630)	\$ 116.58			\$ 116.58				
(blank)	\$ (17,228.47)							
PW - Contracts, Non-Labor Direct Cost - CON	\$ (113,133.90)							
(blank)	\$ (113,133.90)							
PW - Contracts, Non-Labor Direct Cost - DESIGN	\$ (28,741.15)							
(blank)	\$ (28,741.15)							
PW - Contracts, Land, Non-Labor Direct Cost - ROW	\$ (335.76)							
The Granger Company	\$ 1,600.00					\$ 1,600.00		
(blank)	\$ (1,935.76)							
PW County Engineer Contract Admin	\$ 53.55							
Gretchen Cooper (8358)	\$ 53.55							
PW Roads Construction Engineering	\$ 1,031.53							
Christina Richards (Terminated) (100273)	\$ 331.29			\$ 298.18				
Curt Bright (7829)	\$ 42.21							
Gretchen Mallan (100379)	\$ 294.73			\$ 265.28				
Mary Bircham (Terminated) (100823)	\$ 130.44			\$ 117.40				
(blank)	\$ 212.80			\$ 191.62				
PW Roads Survey & Mapping	\$ 23,828.74							
Dustin Auckland (Terminated) (7339)	\$ 6,063.89		\$ 5,154.31			\$ 909.58		
Jeff James (10113)	\$ 3,796.86		\$ 3,227.33			\$ 569.53		
Jeff Young (14218)	\$ 229.38		\$ 194.97			\$ 34.41		
Jeffrey Ames (100353)	\$ 959.89		\$ 730.91			\$ 128.98		
Mark Holten (9904)	\$ 283.19		\$ 240.71			\$ 42.48		
Michael Grundahl (23350)	\$ 1,152.68		\$ 979.76			\$ 172.90		
Pat Turco (13610)	\$ 5,917.79		\$ 5,030.12			\$ 887.67		
Richard Dickman (100600)	\$ 521.20		\$ 443.02			\$ 78.18		
Sabah Jamleh (19802)	\$ 618.24		\$ 525.50			\$ 92.74		
Sean Cook (19863)	\$ 384.64		\$ 335.44			\$ 59.20		
Sean Mitchell (Terminated) (20000)	\$ 2,169.12		\$ 1,843.75			\$ 325.37		
Tim Fredson (24530)	\$ 288.19		\$ 244.66			\$ 43.23		
(blank)	\$ 1,533.69		\$ 1,303.64			\$ 230.05		
PW Roads Utility Admin & Inspection	\$ 1,161.65							
Randy Spithamey (Terminated) (13168)	\$ 1,291.33		\$ 1,098.14			\$ 193.79		
(blank)	\$ (130.28)							
PW Sewer Administration	\$ 655.29							
Jessica Stokesberry (101085)	\$ 655.29					\$ 655.29		
PW Traffic Engineering	\$ 1,149.63							
Claudia Henry (24814)	\$ 77.15					\$ 77.15		
Klayton Loingang (101226)	\$ 805.85					\$ 805.85		
Steve Winter (14093)	\$ 266.63					\$ 266.63		
PW Transportation Bridge Engineering	\$ 57,886.25							
Alyssa Edwards (29172)	\$ 8,691.61							
Gary Amundtson (7227)	\$ 16,981.40					\$ 3,259.35	\$ 2,007.48	\$ 851.87
Kraig Shoner (12883)	\$ 7,199.54					\$ 5,086.42	\$ 4,070.74	\$ 1,017.68
Melanie Owings (Terminated) (11871)	\$ 141.48					\$ 2,156.88	\$ 1,727.09	\$ 431.97
Richard Dickman (100600)	\$ 258.56		\$ 141.48					
Rick Russom (12630)	\$ 24,340.38		\$ 219.78			\$ 38.78		
(blank)	\$ 93.29		\$ 9,127.64			\$ 7,302.11	\$ 1,829.53	
PW Transportation Environmental Resources	\$ 26,880.92							
Brian Johnston (10248)	\$ 5,353.30		\$ 4,817.97					
Christina Richards (Terminated) (100273)	\$ 1,640.52		\$ 1,476.47					
Gretchen Mallan (100379)	\$ 18,468.03		\$ 16,621.23					
Sierra Blakely (101411)	\$ 1,001.43		\$ 901.29					
(blank)	\$ 417.64							
PW Transportation Program Development	\$ 624.23							
Clint Ritter (105441)	\$ 102.01							
Matt Graves (Terminated) (9408)	\$ 462.54							
Troy Leo (10751)	\$ 59.68							
PW Transportation Program Management	\$ 373.16							
Kelly Boyd (7756)	\$ 200.76					\$ 200.76		
Melanie Owings (Terminated) (11871)	\$ 172.40					\$ 172.40		
PW Transportation Right of Way Acquisition	\$ 6,899.23							
Jeff Wong (17148)	\$ 1,024.92						\$ 1,024.92	
Jessica Stokesberry (101085)	\$ 1,249.63						\$ 1,249.63	
Kai Miller (101732)	\$ 93.07						\$ 93.07	
Mark Anderson (Terminated) (100263)	\$ 84.54						\$ 84.54	
Suzanne Omega (9736)	\$ 3,202.61						\$ 3,202.61	
Tyia Patterson (28854)	\$ 1,244.46						\$ 1,244.46	
Grand Total	\$ (20,630.95)							
Totals								
Geotech Report		\$18,464.15						
Wellbore Delineation Doc. And Survey		\$24,902.09						
Project Survey		\$22,086.99						
Plan Drawings		\$20,784.91						
Right of Way		\$12,961.40						
Project Cost Estimate		\$15,708.22						
Provisions and Specs		\$3,927.06						
Grand Total		\$118,834.81						
Totals @ 85.6% Reim								
Geotech Report		\$15,805.31						
Wellbore Delineation Doc. And Survey		\$21,316.19						
Project Survey		\$18,906.46						
Plan Drawings		\$17,791.88						
Right of Way		\$11,094.90						
Project Cost Estimate		\$13,446.24						
Provisions and Specs		\$3,361.56						
Grand Total		\$101,722.60						

COUNTY ROAD ADMINISTRATION BOARD

6 County Commissioners / Council Members & 3 County Engineers

Organization Chart



2019 CRABoard Meeting Schedule

(proposed)

January 17-18, 2019 OR CRAB Office, Olympia
January 24-25, 2019

April 25-26, 2019 CRAB Office, Olympia

July 25-26, 2019 CRAB Office, Olympia

October 24-25, 2019 CRAB Office, Olympia

**January 18 – FMSIB

**January 24-25 – TIB

April 14-18 – NACE Annual Conference, Wichita, Kansas

July 12-15 – NACO Annual Conference, Las Vegas

July 17-21 – Lakefair

**Best guess based on prior years' scheduling

- *All meetings are scheduled to begin at 1:00 pm the first day*
- *The Board will reconvene at 8:30 am the second day*

County Annual Certification For Calendar Year 2018

WAC 136-04

MANAGEMENT AND ADMINISTRATION

- A.** During **2018** the County Engineer performed the duties and had the responsibilities specified in RCW 36.80.030.
- B.** At any time during **2018** was there a vacancy/change in the position of County Engineer? If so, were the procedures in WAC 136-12 followed?
- C.** The processing of County Road Accident Reports during **2018** complied with WAC 136-28.
- D.** Priority Programming techniques were applied to the ranking of all potential projects on the arterial road system in **2018** per WAC 136-14-020.
- E.** As of December 31, **2018** the management of the county road department was in accordance with policies set by the county legislative authority including, but not limited to, the following specific policies required by WAC 136-50-050:

*Has your agency sent the most recently adopted version to CRAB WAC 136-50-051?

POLICY	WAC	DATE OF CURRENT VERSION
Re: Organization	136-50-051	
Re: Personnel Practices	136-50-052	
Re: Complaint Handling	136-50-053	
Re: Work for Others	136-50-054	
Re: Utility Accommodation	136-50-055	
Re: Priority Programming	136-14-030	

F. The following were submitted to CRAB in a timely manner:

DOCUMENT	WAC	DUE DATE	DATE OF ADOPTION / PREPARATION	DATE SENT TO CRAB
*18 Six-Year Program	136-15-050	31-DEC-17		
*18 Annual Construction Program	136-16-040	31-DEC-17		
*18 CAPP Program	136-300-060	31-DEC-17		
*18 Road Fund Budget		31-DEC-17		
*18 Maintenance Management Work Plan & Budget	136-11-040	31-DEC-17		
*18 Road Levy	136-150-021	01-FEB-18		
*17 Certification of Road Fund Exp. For Traffic Law Enforcement	136-150-022	01-APR-18		
*17 Engineer's Certification of Fish Barrier Removal Costs	136-150-023	01-APR-18		
*17 Certification of Road Fund Exp. for Marine Navigation and Moorage	136-150-025	01-APR-18		
*17 Annual Construction Report	136-16-050	01-APR-18		
*17 CAPP Report	136-300-090	01-APR-18		
*17 Maintenance Management Certification	136-11-050	01-APR-18		
*17 Annual Certification	136-04-030	01-APR-18		
*17 Road Log Update	136-60-030	01-MAY-18		
*18 PMS Certification for CAPA Eligibility	136-70-070	31-DEC-18		

G. Projects to which construction expenditures were charged were all on the originally adopted **2018** Annual Program or as amended per WAC 136-16-042 - Attach Amendments. (If No, please attach a brief explanation.)

H. The County's construction by county forces limit for **2018** computed in accordance with RCW 36.77.065: \$

I. The actual expenditure for construction by county forces as reported in the **2018** Annual Const. Report:

J. As required by WAC 136-20-060, a written Bridge and Inspection Report for **2018** was furnished to the legislative authority on (attach a copy):

County Road Administration Board Agency Summary BITD as of September 2018

Fund 108 MVF Admin Operating

Category	BI Allotment	BITD Allotment	BITD Expenditures	BITD Variance	BI Variance
Salaries and Wages	1,606,565	1,025,630	798,904	226,726	807,661
Employee Benefits	502,753	311,295	243,908	67,387	258,845
Travel	31,700	17,550	55,458	(37,908)	(23,758)
Capital Outlays	87,395	52,142	3,827	48,315	83,568
Grants, Benefits & Client Services	0	0	276	(276)	(276)
Goods and Services	491,587	310,851	311,417	(566)	180,170
Sum:	2,720,000	1,717,468	1,413,790	303,678	1,306,210

Category	FM Allotment	FM Expenditure	FM Variance	BITD Allotment	BITD Expenditures	BITD Variance
Salaries and Wages	63,660	42,392	21,268	1,025,630	798,904	226,726
AA State Classified	45,378	23,960	21,418	691,708	478,896	212,812
AC State Exempt	18,282	18,432	(150)	269,922	265,719	4,203
AS Sick Leave Buy-Out	0	0	0	0	19,995	(19,995)
AT Terminal Leave	0	0	0	64,000	34,294	29,706
Employee Benefits	21,093	13,531	7,562	311,295	243,908	67,387
BA Old Age and Survivors Insurance	3,947	2,554	1,393	59,419	46,994	12,425
BB Retirement and Pensions	8,085	5,439	2,646	122,131	94,621	27,510
BC Medical Aid & Industrial Insurance	221	177	44	3,395	3,213	182
BD Health, Life & Disability Insurance	7,917	4,763	3,154	112,489	83,952	28,538
BH Hospital Insurance (Medicare)	923	597	326	13,861	10,991	2,870
BT Shared Leave Provided Sick Leave	0	0	0	0	4,112	(4,112)
BZ Other Employee Benefits	0	0	0	0	25	(25)
Goods and Services	23,354	22,725	629	310,851	311,417	(566)
EA Supplies and Materials	90	18	72	1,350	2,047	(697)
EB Communications/Telecommunications	210	458	(248)	3,148	2,833	315
EC Utilities	810	1,048	(238)	4,048	4,156	(108)
ED Rentals and Leases - Land & Buildings	1,862	1,862	0	28,038	35,863	(7,825)
EE Repairs, Alterations & Maintenance	0	0	0	0	229	(229)
EF Printing and Reproduction	38	77	(39)	570	937	(367)
EG Employee Prof Dev & Training	266	0	266	3,990	3,527	463
EH Rental & Leases - Furn & Equipment	35	36	(1)	519	691	(172)
EJ Subscriptions	44	15	29	660	504	156
EK Facilities and Services	7,500	7,752	(252)	113,497	113,349	148
EL Data Processing Services (Interagency)	5,772	5,117	655	85,584	77,731	7,853
EM Attorney General Services	421	4,153	(3,732)	6,315	6,125	190
EN Personnel Services	2,070	2,070	0	29,564	30,930	(1,366)
EP Insurance	3,216	120	3,096	7,979	5,527	2,452
ER Other Contractual Services	0	0	0	9,430	3,800	5,630
ES Vehicle Maintenance & Operating Cst	0	0	0	0	1,426	(1,426)
EW Archives & Records Management Svcs	0	0	0	485	485	0
EY Software Licenses and Maintenance	1,020	0	1,020	15,300	21,256	(5,956)
EZ Other Goods and Services	0	0	0	374	0	374
Travel	1,170	1,294	(124)	17,550	55,458	(37,908)
GA In-State Subsistence & Lodging	705	0	705	10,575	22,813	(12,238)

<u>Category</u>	<u>FM Allotment</u>	<u>FM Expenditure</u>	<u>FM Variance</u>	<u>BITD Allotment</u>	<u>BITD Expenditures</u>	<u>BITD Variance</u>
GB In-State Air Transportation	0	0	0	0	162	(162)
GC Private Automobile Mileage	120	0	120	1,800	5,254	(3,454)
GD Other Travel Expenses	45	0	45	675	1,675	(1,000)
GF Out-of-State Subsistence & Lodging	30	0	30	450	4,734	(4,284)
GG Out-of-State Air Transportation	15	0	15	225	1,410	(1,185)
GN Motor Pool Services	255	1,294	(1,039)	3,825	19,410	(15,585)
Capital Outlays	3,917	0	3,917	52,142	3,827	48,315
JA Noncapitalized Assets	3,917	0	3,917	52,142	3,827	48,315
Grants, Benefits & Client Services	0	0	0	0	276	(276)
NZ Other Grants and Benefits	0	0	0	0	276	(276)
Total Dollars	113,194	79,942	33,252	1,717,468	1,413,790	303,678

Fund 186 CAPA Operating

<u>Category</u>	<u>BI Allotment</u>	<u>BITD Allotment</u>	<u>BITD Expenditures</u>	<u>BITD Variance</u>	<u>BI Variance</u>
Salaries and Wages	719,255	424,756	440,376	(15,620)	278,879
Employee Benefits	242,485	141,746	144,422	(2,676)	98,063
Travel	117,048	73,155	30,345	42,810	86,703
Capital Outlays	141,315	101,315	15,108	86,207	126,207
Grants, Benefits & Client Services	0	0	300	(300)	(300)
Goods and Services	371,897	232,445	199,389	33,056	172,508
Sum:	1,592,000	973,417	829,940	143,477	762,060

<u>Category</u>	<u>FM Allotment</u>	<u>FM Expenditure</u>	<u>FM Variance</u>	<u>BITD Allotment</u>	<u>BITD Expenditures</u>	<u>BITD Variance</u>
Salaries and Wages	32,174	39,300	(7,126)	424,756	440,376	(15,620)
AA State Classified	32,174	36,899	(4,725)	424,756	437,974	(13,218)
AT Terminal Leave	0	2,401	(2,401)	0	2,401	(2,401)
Employee Benefits	11,082	12,785	(1,703)	141,746	144,422	(2,676)
BA Old Age and Survivors Insurance	1,995	2,353	(358)	26,338	26,464	(126)
BB Retirement and Pensions	4,086	4,734	(648)	53,941	55,671	(1,730)
BC Medical Aid & Industrial Insurance	169	183	(14)	2,265	2,165	100
BD Health, Life & Disability Insurance	4,365	4,964	(599)	53,042	53,933	(891)
BH Hospital Insurance (Medicare)	467	550	(83)	6,160	6,189	(29)
Goods and Services	17,747	13,362	4,385	232,445	199,389	33,056
EA Supplies and Materials	375	71	304	5,625	7,973	(2,348)
EB Communications/Telecommunications	736	1,298	(562)	11,040	9,372	1,668
EC Utilities	3,373	4,135	(762)	16,865	16,404	461
ED Rentals and Leases - Land & Buildings	7,349	7,349	0	110,235	102,886	7,349
EE Repairs, Alterations & Maintenance	0	0	0	0	903	(903)
EF Printing and Reproduction	158	304	(146)	2,370	3,700	(1,330)
EG Employee Prof Dev & Training	1,106	0	1,106	16,590	9,930	6,660
EH Rental & Leases - Furn & Equipment	144	144	0	2,160	2,728	(568)
EJ Subscriptions	181	60	121	2,715	1,836	879
EK Facilities and Services	0	0	0	0	(186)	186
EL Data Processing Services (Interagency)	0	0	0	0	0	(0)
EN Personnel Services	0	0	0	0	0	0
EP Insurance	0	0	0	0	939	(939)
ER Other Contractual Services	0	0	0	0	8,449	(8,449)
ES Vehicle Maintenance & Operating Cst	0	0	0	0	5,631	(5,631)

<u>Category</u>	<u>FM Allotment</u>	<u>FM Expenditure</u>	<u>FM Variance</u>	<u>BITD Allotment</u>	<u>BITD Expenditures</u>	<u>BITD Variance</u>
EW Archives & Records Management Svcs	0	0	0	0	0	0
EY Software Licenses and Maintenance	4,250	0	4,250	63,750	29,830	33,920
EZ Other Goods and Services	75	0	75	1,095	(1,007)	2,102
Travel	4,877	0	4,877	73,155	30,345	42,810
GA In-State Subsistence & Lodging	2,938	0	2,938	44,070	18,835	25,235
GB In-State Air Transportation	0	0	0	0	641	(641)
GC Private Automobile Mileage	500	0	500	7,500	7,084	416
GD Other Travel Expenses	188	0	188	2,820	666	2,154
GF Out-of-State Subsistence & Lodging	125	0	125	1,875	675	1,200
GG Out-of-State Air Transportation	63	0	63	945	259	686
GN Motor Pool Services	1,063	0	1,063	15,945	2,185	13,760
Capital Outlays	4,500	0	4,500	101,315	15,108	86,207
JA Noncapitalized Assets	4,500	0	4,500	101,315	15,108	86,207
Grants, Benefits & Client Services	0	0	0	0	300	(300)
NZ Other Grants and Benefits	0	0	0	0	300	(300)
Total Dollars	70,380	65,447	4,933	973,417	829,940	143,477

Fund 102 RATA Operating

<u>Category</u>	<u>BI Allotment</u>	<u>BITD Allotment</u>	<u>BITD Expenditures</u>	<u>BITD Variance</u>	<u>BI Variance</u>
Salaries and Wages	759,484	464,216	485,918	(21,702)	273,566
Employee Benefits	243,506	147,560	157,094	(9,534)	86,412
Travel	10,875	4,950	8,913	(3,963)	1,962
Capital Outlays	12,379	12,379	1,209	11,170	11,170
Grants, Benefits & Client Services	0	0	24	(24)	(24)
Goods and Services	29,756	21,664	16,032	5,632	13,724
Sum:	1,056,000	650,769	669,189	(18,420)	386,811

<u>Category</u>	<u>FM Allotment</u>	<u>FM Expenditure</u>	<u>FM Variance</u>	<u>BITD Allotment</u>	<u>BITD Expenditures</u>	<u>BITD Variance</u>
Salaries and Wages	32,385	34,965	(2,580)	464,216	485,918	(21,702)
AA State Classified	32,385	32,564	(179)	464,216	483,517	(19,301)
AT Terminal Leave	0	2,401	(2,401)	0	2,401	(2,401)
Employee Benefits	10,572	11,280	(708)	147,560	157,094	(9,534)
BA Old Age and Survivors Insurance	1,946	2,124	(178)	27,732	29,487	(1,755)
BB Retirement and Pensions	3,986	4,178	(192)	56,798	61,449	(4,651)
BC Medical Aid & Industrial Insurance	155	158	(3)	2,235	2,232	3
BD Health, Life & Disability Insurance	4,030	4,323	(293)	54,310	57,030	(2,720)
BH Hospital Insurance (Medicare)	455	497	(42)	6,485	6,896	(411)
Goods and Services	1,082	1,069	13	21,664	16,032	5,632
EA Supplies and Materials	30	6	24	450	638	(188)
EB Communications/Telecommunications	59	104	(45)	883	750	133
EC Utilities	270	331	(61)	1,349	1,312	37
ED Rentals and Leases - Land & Buildings	588	588	0	8,819	8,231	588
EE Repairs, Alterations & Maintenance	0	0	0	0	72	(72)
EF Printing and Reproduction	13	24	(11)	190	296	(106)
EG Employee Prof Dev & Training	89	0	89	1,330	794	536
EH Rental & Leases - Furn & Equipment	12	11	1	174	218	(44)
EJ Subscriptions	15	5	10	219	147	72
EK Facilities and Services	0	0	0	0	(15)	15

<u>Category</u>	<u>FM Allotment</u>	<u>FM Expenditure</u>	<u>FM Variance</u>	<u>BITD Allotment</u>	<u>BITD Expenditures</u>	<u>BITD Variance</u>
EL Data Processing Services (Interagency)	0	0	0	0	0	(0)
EN Personnel Services	0	0	0	0	0	0
EP Insurance	0	0	0	0	75	(75)
ER Other Contractual Services	0	0	0	0	676	(676)
ES Vehicle Maintenance & Operating Cst	0	0	0	0	450	(450)
EW Archives & Records Management Svcs	0	0	0	0	0	0
EY Software Licenses and Maintenance	0	0	0	8,160	2,386	5,774
EZ Other Goods and Services	6	0	6	90	0	90
Travel	330	0	330	4,950	8,913	(3,963)
GA In-State Subsistence & Lodging	235	0	235	3,525	6,598	(3,073)
GB In-State Air Transportation	0	0	0	0	51	(51)
GC Private Automobile Mileage	40	0	40	600	1,135	(535)
GD Other Travel Expenses	15	0	15	225	238	(13)
GF Out-of-State Subsistence & Lodging	10	0	10	150	518	(368)
GG Out-of-State Air Transportation	30	0	30	450	199	251
GN Motor Pool Services	0	0	0	0	175	(175)
Capital Outlays	0	0	0	12,379	1,209	11,170
JA Noncapitalized Assets	0	0	0	12,379	1,209	11,170
Grants, Benefits & Client Services	0	0	0	0	24	(24)
NZ Other Grants and Benefits	0	0	0	0	24	(24)
Total Dollars	44,369	47,313	(2,944)	650,769	669,189	(18,420)

GISMO UAR - WSAC - Approp 9A0 Fund 186

<u>Category</u>	<u>BI Allotment</u>	<u>BITD Allotment</u>	<u>BITD Expenditures</u>	<u>BITD Variance</u>	<u>BI Variance</u>
Professional Service Contracts	100,000	19,000	5,625	13,375	94,375
Capital Outlays	12,500	12,500	0	12,500	12,500
Goods and Services	12,500	12,500	534	11,966	11,966
Sum:	125,000	44,000	6,159	37,841	118,841

<u>Category</u>	<u>FM Allotment</u>	<u>FM Expenditure</u>	<u>FM Variance</u>	<u>BITD Allotment</u>	<u>BITD Expenditures</u>	<u>BITD Variance</u>
Professional Service Contracts	19,000	0	19,000	19,000	5,625	13,375
CA Management and Organizational Services	0	0	0	0	5,625	(5,625)
CD Computer/Information Services	19,000	0	19,000	19,000	0	19,000
Goods and Services	0	0	0	12,500	534	11,966
EA Supplies and Materials	0	0	0	0	37	(37)
EB Communications/Telecommunications	0	0	0	0	496	(496)
EL Data Processing Services (Interagency)	0	0	0	0	0	(0)
EY Software Licenses and Maintenance	0	0	0	12,500	0	12,500
Capital Outlays	0	0	0	12,500	0	12,500
JA Noncapitalized Assets	0	0	0	12,500	0	12,500
Total Dollars	19,000	0	19,000	44,000	6,159	37,841

Fund 186 CAPA Capital Grants

<u>Category</u>	<u>BI Allotment</u>	<u>BITD Allotment</u>	<u>BITD Expenditures</u>	<u>BITD Variance</u>	<u>BI Variance</u>
Grants, Benefits & Client Services	38,434,000	24,215,000	24,056,454	158,546	14,377,546
Sum:	38,434,000	24,215,000	24,056,454	158,546	14,377,546

<u>Category</u>	<u>FM Allotment</u>	<u>FM Expenditure</u>	<u>FM Variance</u>	<u>BITD Allotment</u>	<u>BITD Expenditures</u>	<u>BITD Variance</u>
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<u>Category</u>	<u>FM Allotment</u>	<u>FM Expenditure</u>	<u>FM Variance</u>	<u>BITD Allotment</u>	<u>BITD Expenditures</u>	<u>BITD Variance</u>
Grants, Benefits & Client Services	1,249,000	1,382,779	(133,779)	24,215,000	24,056,454	158,546
NZ Other Grants and Benefits	1,249,000	1,382,779	(133,779)	24,215,000	24,056,454	158,546
Total Dollars	<u>1,249,000</u>	<u>1,382,779</u>	<u>(133,779)</u>	<u>24,215,000</u>	<u>24,056,454</u>	<u>158,546</u>

Fund 102 RATA Capital Grants

<u>Category</u>	<u>BI Allotment</u>	<u>BITD Allotment</u>	<u>BITD Expenditures</u>	<u>BITD Variance</u>	<u>BI Variance</u>
Travel	0	0	0	0	0
Grants, Benefits & Client Services	63,186,000	40,625,500	27,983,725	12,641,775	35,202,275
Sum:	<u>63,186,000</u>	<u>40,625,500</u>	<u>27,983,725</u>	<u>12,641,775</u>	<u>35,202,275</u>

<u>Category</u>	<u>FM Allotment</u>	<u>FM Expenditure</u>	<u>FM Variance</u>	<u>BITD Allotment</u>	<u>BITD Expenditures</u>	<u>BITD Variance</u>
Travel	0	0	0	0	0	0
GA In-State Subsistence & Lodging	0	0	0	0	0	0
Grants, Benefits & Client Services	4,953,500	6,869,681	(1,916,181)	40,625,500	27,983,725	12,641,775
NZ Other Grants and Benefits	4,953,500	6,869,681	(1,916,181)	40,625,500	27,983,725	12,641,775
Total Dollars	<u>4,953,500</u>	<u>6,869,681</u>	<u>(1,916,181)</u>	<u>40,625,500</u>	<u>27,983,725</u>	<u>12,641,775</u>

Fund 108 MVF Capital Grants

<u>Category</u>	<u>BI Allotment</u>	<u>BITD Allotment</u>	<u>BITD Expenditures</u>	<u>BITD Variance</u>	<u>BI Variance</u>
Grants, Benefits & Client Services	706,000	706,000	705,800	200	200
Sum:	<u>706,000</u>	<u>706,000</u>	<u>705,800</u>	<u>200</u>	<u>200</u>

<u>Category</u>	<u>FM Allotment</u>	<u>FM Expenditure</u>	<u>FM Variance</u>	<u>BITD Allotment</u>	<u>BITD Expenditures</u>	<u>BITD Variance</u>
Grants, Benefits & Client Services	0	0	0	706,000	705,800	200
NZ Other Grants and Benefits	0	0	0	706,000	705,800	200
Total Dollars	<u>0</u>	<u>0</u>	<u>0</u>	<u>706,000</u>	<u>705,800</u>	<u>200</u>

**CRAB All Funds
17-19 Projections**

Category	FY18	Exp. Thru	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected
	Allotments	FM 15 Sep-2018	FM 15 Sep-2018	FM 16 Oct-2018	FM 17 Nov-2018	FM 18 Dec-2018	FM 19 Jan-2019	FM 20 Feb-2019	FM 21 Mar-2019	FM 22 Apr-2019	FM 23 May-2019	FM 24 Jun-2019	Exp. Total	Variance
Salaries and Wages	3,085,304	1,725,198	117,649	115,834	115,834	115,834	118,125	118,281	118,281	118,474	118,474	118,474	2,782,809	302,495
Employee Benefits	988,744	545,424	38,089	37,997	37,997	37,997	38,439	38,470	38,470	38,506	38,506	38,506	890,312	98,432
Goods and Other Services	893,240	526,837	30,745	29,690	28,517	28,517	29,690	28,517	28,517	29,690	28,517	170,703	929,195	(35,955)
Travel	159,623	94,716	4,234	6,172	7,939	5,034	6,172	7,234	6,339	9,234	6,377	6,377	155,594	4,029
Capital Outlays	241,089	20,144	-	-	-	-	-	-	-	-	-	220,945	241,089	(0)
Grants	-	600	-	-	-	-	-	-	-	-	-	-	600	(600)
Sum:	5,368,000	2,912,919	190,717	189,693	190,287	187,382	192,426	192,502	191,607	195,904	191,874	555,005	4,999,599	368,401
Category														
Salaries and Wages	3,085,304	1,725,198	117,649	115,834	115,834	115,834	118,125	118,281	118,281	118,474	118,474	118,474	2,782,809	302,495
AA State Classified	2,584,648	1,400,388	99,217	97,402	97,402	97,402	99,324	99,480	99,480	99,673	99,673	99,673	2,289,897	294,751
AC State Exempt	436,656	265,719	18,432	18,432	18,432	18,432	18,801	18,801	18,801	18,801	18,801	18,801	433,821	2,835
AS Sick Leave Buy-Out	-	19,995	-	-	-	-	-	-	-	-	-	-	19,995	(19,995)
AT Terminal Leave	64,000	39,096	-	-	-	-	-	-	-	-	-	-	39,096	24,904
Employee Benefits	988,744	545,424	38,089	37,997	37,997	37,997	38,439	38,470	38,470	38,506	38,506	38,506	890,312	98,432
BA Old Age and Survivors Insurance	185,525	102,946	7,153	7,182	7,182	7,182	7,324	7,333	7,333	7,345	7,345	7,345	168,517	17,008
BB Retirement and Pensions	380,417	211,741	14,997	14,862	14,862	14,862	15,156	15,176	15,176	15,200	15,200	15,200	347,435	32,982
BC Medical Aid & Industrial Insurance	12,796	7,610	526	533	533	533	533	533	533	533	533	533	12,407	389
BD Health, Life & Disability Insurance	366,649	194,914	13,740	13,740	13,740	13,740	13,713	13,713	13,713	13,713	13,713	13,713	318,412	48,237
BH Hospital Insurance (Medicare)	43,357	24,076	1,673	1,680	1,680	1,680	1,713	1,715	1,715	1,715	1,715	1,715	39,404	3,953
BT Shared Leave Provided Sick Leave	-	4,112	-	-	-	-	-	-	-	-	-	-	4,112	(4,112)
BZ Other Employee Benefits	-	25	-	-	-	-	-	-	-	-	-	-	25	(25)
Goods and Other Services	893,240	526,837	30,745	29,690	28,517	28,517	29,690	28,517	28,517	29,690	28,517	170,703	929,195	(35,955)
EA Supplies and Materials	11,880	10,658	958	958	958	958	958	958	958	958	958	958	19,280	(7,400)
EB Communications/Telecommunications	24,112	12,954	1,734	893	893	893	893	893	893	893	893	945	21,043	3,069
EC Utilities	35,618	21,873	2,598	1,299	1,299	1,299	1,299	1,299	1,299	1,299	1,299	1,299	33,564	2,054
ED Rentals and Leases - Land & Buildings	235,282	146,980	9,799	9,799	9,799	9,799	9,799	9,799	9,799	9,799	9,799	9,799	235,171	111
EE Repairs Alterations and Maint	-	1,204	50	50	50	50	50	50	50	50	50	50	1,654	(1,654)
EF Printing and Reproduction	5,006	4,933	443	355	355	355	355	355	355	355	355	368	8,141	(3,135)
EG Employee Prof Dev & Training	35,054	14,252	-	-	-	-	-	-	-	-	-	20,803	35,055	(1)
EH Rental & Leases - Furn & Equipment	4,560	3,638	197	197	197	197	197	197	197	197	197	197	5,411	(851)
EJ Subscriptions	5,748	2,487	43	43	43	43	43	43	43	43	43	2,799	5,630	118
EK Facilities and Services	180,995	113,148	7,540	7,540	7,540	7,540	7,540	7,540	7,540	7,540	7,540	7,540	181,008	(13)
EL Data Processing Services (Interagency)	137,536	77,731	5,121	5,339	5,121	5,121	5,339	5,121	5,121	5,339	5,121	5,121	124,474	13,062
EM Attorney General Services	10,104	6,125	-	-	-	-	-	-	-	-	-	8,132	14,257	(4,153)
EN Personnel Services	48,194	30,930	2,141	2,667	2,141	2,141	2,667	2,141	2,141	2,667	2,141	2,141	51,777	(3,583)
EP Insurance	9,050	6,541	121	121	121	121	121	121	121	121	121	121	7,630	1,420
ER Other Contractual Services	12,430	12,925	-	332	-	-	332	-	-	332	-	26,000	39,921	(27,491)
ES Vehicle Maintenance & Operating Cst	-	7,508	-	-	-	-	-	-	-	-	-	-	7,508	(7,508)
EW Archives & Records Management Svcs	776	485	-	97	-	-	97	-	-	97	-	-	776	0
EY Software Licenses and Maintenance	134,640	53,473	-	-	-	-	-	-	-	-	-	81,168	134,641	(1)
EZ Other Goods and Services	2,255	(1,007)	-	-	-	-	-	-	-	-	-	3,262	2,255	0
Travel	159,623	94,716	4,234	6,172	7,939	5,034	6,172	7,234	6,339	9,234	6,377	6,377	155,594	4,029
GA In-State Subsistence & Lodging	96,132	48,245	1,735	3,673	5,440	2,535	3,673	4,735	3,840	6,735	3,878	3,878	86,632	9,500
GB In-State Air Transportation	-	854	-	-	-	-	-	-	-	-	-	-	854	(854)

GC Private Automobile Mileage	17,740	13,472	660	660	660	660	660	660	660	660	660	660	660	19,412	(1,672)
GD Other Travel Expenses	5,952	2,579	248	248	248	248	248	248	248	248	248	248	248	4,811	1,141
GF Out-of-State Subsistence & Lodging	3,960	5,927	165	165	165	165	165	165	165	165	165	165	165	7,412	(3,452)
GG Out-of-State Air Transportation	3,562	1,868	108	108	108	108	108	108	108	108	108	108	108	2,840	722
GN Motor Pool Services	32,277	21,770	1,318	1,318	1,318	1,318	1,318	1,318	1,318	1,318	1,318	1,318	1,318	33,632	(1,355)
Capital Outlays	241,089	20,144	-	-	-	-	-	-	-	-	-	-	220,945	241,089	(0)
JA Noncapitalized Assets	241,089	20,144	-	-	-	-	-	-	-	-	-	-	220,945	241,089	(0)
Grants	-	600	-	-	-	-	-	-	-	-	-	-	-	600	(600)
NZ Other Grants and Benefits	-	600	-	-	-	-	-	-	-	-	-	-	-	600	(600)
Total Dollars	5,368,000	2,912,919	190,717	189,693	190,287	187,382	192,426	192,502	191,607	195,904	191,874	555,005	4,999,599	368,401	
Grants to Counties															
Grants	102,326,000	52,745,978	5,405,500	5,855,500	4,600,000	4,205,500	3,655,500	2,100,000	2,905,500	2,955,500	2,300,000	21,002,321	102,325,799	201	
NZ Other Grants and Benefits	102,326,000	52,745,978	5,405,500	5,855,500	4,600,000	4,205,500	3,655,500	2,100,000	2,905,500	2,955,500	2,300,000	21,002,321	102,325,799	201	
Total Dollars	102,326,000	52,745,978	5,405,500	5,855,500	4,600,000	4,205,500	3,655,500	2,100,000	2,905,500	2,955,500	2,300,000	21,002,321	102,325,799	201	

**CRAB Fund 102
17-19 Projections**

Category	FY18	Exp. Thru	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected
	Allotments	FM 15 Sep-2018	FM 16	FM 17	FM 18	FM 19	FM 20	FM 21	FM 22	FM 23	FM 24	Exp. Total	Variance
			Oct-2018	Nov-2018	Dec-2018	Jan-2019	Feb-2019	Mar-2019	Apr-2019	May-2019	Jun-2019		
Salaries and Wages	759,484	485,918	34,497	34,497	34,497	35,231	35,309	35,309	35,309	35,309	35,309	801,185	(41,701)
Employee Benefits	243,506	157,094	11,395	11,395	11,395	11,545	11,561	11,561	11,561	11,561	11,561	260,629	(17,123)
Goods and Other Services	29,756	16,032	819	819	819	819	819	819	819	819	2,216	24,800	4,956
Travel	10,875	8,913	330	330	330	330	330	330	330	330	330	11,883	(1,008)
Capital Outlays	12,379	1,209										12,379	0
Grants	-	24										24	(24)
Sum:	1,056,000	669,189	47,041	47,041	47,041	47,925	48,019	48,019	48,019	48,019	60,586	1,110,899	(54,899)
Category													
Salaries and Wages	759,484	485,918	34,497	34,497	34,497	35,231	35,309	35,309	35,309	35,309	35,309	801,185	(41,701)
AA State Classified	759,484	483,517	34,497	34,497	34,497	35,231	35,309	35,309	35,309	35,309	35,309	798,784	(39,300)
AC State Exempt	-	-										-	0
AS Sick Leave Buy-Out	-	-										-	0
AT Terminal Leave	-	2,401										2,401	(2,401)
Employee Benefits	243,506	157,094	11,395	11,395	11,395	11,545	11,561	11,561	11,561	11,561	11,561	260,629	(17,123)
BA Old Age and Survivors Insurance	45,490	29,487	2,139	2,139	2,139	2,184	2,189	2,189	2,189	2,189	2,189	49,033	(3,543)
BB Retirement and Pensions	93,167	61,449	4,426	4,426	4,426	4,520	4,530	4,530	4,530	4,530	4,530	101,897	(8,730)
BC Medical Aid & Industrial Insurance	3,630	2,232	162	162	162	162	162	162	162	162	162	3,690	(60)
BD Health, Life & Disability Insurance	90,580	57,030	4,168	4,168	4,168	4,168	4,168	4,168	4,168	4,168	4,168	94,542	(3,962)
BH Hospital Insurance (Medicare)	10,639	6,896	500	500	500	511	512	512	512	512	512	11,467	(828)
BT Shared Leave Provided Sick Leave	-	-										-	0
BZ Other Employee Benefits	-	-										-	0
Goods and Other Services	29,756	16,032	819	819	819	819	819	819	819	819	2,216	24,800	4,956
EA Supplies and Materials	720	638	60	60	60	60	60	60	60	60	60	1,178	(458)
EB Communications/Telecommunications	1,412	750	52	52	52	52	52	52	52	52	104	1,270	142
EC Utilities	2,158	1,312	89	89	89	89	89	89	89	89	89	2,113	45
ED Rentals and Leases - Land & Buildings	14,110	8,231	588	588	588	588	588	588	588	588	588	13,523	587
EE Repairs Alterations and Maint	-	72										72	(72)
EF Printing and Reproduction	302	296	13	13	13	13	13	13	13	13	26	426	(124)
EG Employee Prof Dev & Training	2,126	794									1,332	2,126	(0)
EH Rental & Leases - Furn & Equipment	276	218	12	12	12	12	12	12	12	12	12	326	(50)
EJ Subscriptions	348	147	5	5	5	5	5	5	5	5	5	192	156
EK Facilities and Services	-	(15)										(15)	15
EL Data Processing Services (Interagency)	-	0										0	(0)
EM Attorney General Services	-	-										-	0
EN Personnel Services	-	-										-	0
EP Insurance	-	75										75	(75)
ER Other Contractual Services	-	676										676	(676)
ES Vehicle Maintenance & Operating Cst	-	450										450	(450)
EW Archives & Records Management Svcs	-	-										-	0
EY Software Licenses and Maintenance	8,160	2,386									5,774	8,160	(0)
EZ Other Goods and Services	144	-									144	144	0

\$60 Average through August
Verizon \$44
Comcast \$5
Sharp Printer
Sharp \$12
Plan in June is only balancing

Travel	10,875	8,913	330	330	330	330	330	330	330	330	330	330	11,883	(1,008)	
GA In-State Subsistence & Lodging	6,405	6,598	235	235	235	235	235	235	235	235	235	235	8,713	(2,308)	Travel - As allotted
GB In-State Air Transportation	-	51											51	(51)	
GC Private Automobile Mileage	2,180	1,135	40	40	40	40	40	40	40	40	40	40	1,495	685	Travel - As allotted
GD Other Travel Expenses	360	238	15	15	15	15	15	15	15	15	15	15	373	(13)	Travel - As allotted
GF Out-of-State Subsistence & Lodging	240	518	10	10	10	10	10	10	10	10	10	10	608	(368)	Travel - As allotted
GG Out-of-State Air Transportation	1,690	199	30	30	30	30	30	30	30	30	30	30	469	1,221	Travel - As allotted
GN Motor Pool Services	-	175	-	-	-	-	-	-	-	-	-	-	175	(175)	Travel - As allotted
Capital Outlays	12,379	1,209	-	-	-	-	-	-	-	-	-	11,170	12,379	0	
JA Noncapitalized Assets	12,379	1,209											11,170	12,379	0 Capital Outlays (equipment)- Allotment total - will adjust June of each FY to actual expended
Grants	-	24	-	-	-	-	-	-	-	-	-	-	24	(24)	
NZ Other Grants and Benefits	-	24											24	(24)	
Total Dollars	1,056,000	669,189	47,041	47,041	47,041	47,925	48,019	48,019	48,019	48,019	48,019	60,586	1,110,899	(54,899)	
Grants to Counties															
Grants	63,186,000	27,983,725	4,100,000	3,500,000	3,105,500	1,900,000	1,000,000	1,805,500	1,200,000	1,200,000	1,200,000	17,391,275	63,186,000	0	
NZ Other Grants and Benefits	63,186,000	27,983,725	4,100,000	3,500,000	3,105,500	1,900,000	1,000,000	1,805,500	1,200,000	1,200,000	1,200,000	17,391,275	63,186,000	0	
Total Dollars	63,186,000	27,983,725	4,100,000	3,500,000	3,105,500	1,900,000	1,000,000	1,805,500	1,200,000	1,200,000	1,200,000	17,391,275	63,186,000	0	

**CRAB Fund 108
17-19 Projections**

Category	FY18	Exp. Thru	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected	
	Allotments	FM 15 Sep-2018	FM 16 Oct-2018	FM 17 Nov-2018	FM 18 Dec-2018	FM 19 Jan-2019	FM 20 Feb-2019	FM 21 Mar-2019	FM 22 Apr-2019	FM 23 May-2019	FM 24 Jun-2019	Exp. Total	Variance	
Salaries and Wages	1,606,565	798,904	42,392	42,392	42,392	43,240	43,240	43,240	43,240	43,240	43,240	1,185,520	421,045	
Employee Benefits	502,753	243,908	13,630	13,630	13,630	13,777	13,777	13,777	13,777	13,777	13,777	367,460	135,293	
Goods and Other Services	491,587	311,417	18,839	17,666	17,666	18,839	17,666	17,666	18,839	17,666	58,740	515,004	(23,417)	
Travel	31,700	55,458	965	1,670	965	965	1,465	1,170	1,965	1,170	1,170	66,963	(35,263)	
Capital Outlays	87,395	3,827										87,395	(0)	
Grants	-	276										276	(276)	
Sum:	2,720,000	1,413,790	75,826	75,358	74,653	76,821	76,148	75,853	77,821	75,853	200,495	2,222,618	497,382	
Category														
Salaries and Wages	1,606,565	798,904	42,392	42,392	42,392	43,240	43,240	43,240	43,240	43,240	43,240	1,185,520	421,045	
AA State Classified	1,105,909	478,896	23,960	23,960	23,960	24,439	24,439	24,439	24,439	24,439	24,439	697,410	408,499	
AC State Exempt	436,656	265,719	18,432	18,432	18,432	18,801	18,801	18,801	18,801	18,801	18,801	433,821	2,835	
AS Sick Leave Buy-Out	-	19,995										19,995	(19,995)	
AT Terminal Leave	64,000	34,294										34,294	29,706	
Employee Benefits	502,753	243,908	13,630	13,630	13,630	13,777	13,777	13,777	13,777	13,777	13,777	367,460	135,293	
BA Old Age and Survivors Insurance	95,436	46,994	2,628	2,628	2,628	2,681	2,681	2,681	2,681	2,681	2,681	70,964	24,472	
BB Retirement and Pensions	195,908	94,621	5,439	5,439	5,439	5,548	5,548	5,548	5,548	5,548	5,548	144,226	51,682	
BC Medical Aid & Industrial Insurance	5,380	3,213	185	185	185	185	185	185	185	185	185	4,878	502	
BD Health, Life & Disability Insurance	183,742	83,952	4,763	4,763	4,763	4,736	4,736	4,736	4,736	4,736	4,736	126,657	57,086	
BH Hospital Insurance (Medicare)	22,287	10,991	615	615	615	627	627	627	627	627	627	16,598	5,689	
BT Shared Leave Provided Sick Leave	-	4,112										4,112	(4,112)	
BZ Other Employee Benefits	-	25										25	(25)	
Goods and Other Services	491,587	311,417	18,839	17,666	17,666	18,839	17,666	17,666	18,839	17,666	58,740	515,004	(23,417)	
EA Supplies and Materials	2,160	2,047	156	156	156	156	156	156	156	156	156	3,451	(1,291)	\$136 Average Exp through August Verizon \$138 Comcast \$16 AT&T \$6
EB Communications/Telecommunications	5,036	2,833	210	210	210	210	210	210	210	210	210	4,723	313	CTS Services \$50 (estimate)
EC Utilities	6,476	4,156	347	347	347	347	347	347	347	347	347	7,279	(803)	Lemay \$5 Utilities Elman \$342 Monthly, actual invoice is QTRLY
ED Rentals and Leases - Land & Buildings	44,796	35,863	1,862	1,862	1,862	1,862	1,862	1,862	1,862	1,862	1,862	52,621	(7,825)	
EE Repairs Alterations and Maint	-	229	50	50	50	50	50	50	50	50	50	679	(679)	Secure Building
EF Printing and Reproduction	912	937	75	75	75	75	75	75	75	75	75	1,612	(700)	Sharp
EG Employee Prof Dev & Training	6,384	3,527									2,857	6,384	(0)	
EH Rental & Leases - Furn & Equipment	828	691	35	35	35	35	35	35	35	35	35	1,006	(178)	Sharp \$35
EJ Subscriptions	1,056	504	8	8	8	8	8	8	8	8	495	1,063	(7)	
EK Facilities and Services	180,995	113,349	7,540	7,540	7,540	7,540	7,540	7,540	7,540	7,540	7,540	181,209	(214)	DES RES \$189 DES Office Fac \$274 Small Agency Srvc \$6,827 DES CMS \$250

EL	Data Processing Services (Interagency)	137,536	77,731	5,339	5,121	5,121	5,339	5,121	5,121	5,339	5,121	5,121	124,474	13,062	CTS Allocation \$5,058 CTS Other \$2 DES Info Sys \$61 OFM Core Fin \$218/qtr
EM	Attorney General Services	10,104	6,125									8,132	14,257	(4,153)	Increased Exp for ATG because of Agency Issue DES HR \$2,071 OFM Personnel \$526/qt
EN	Personnel Services	48,194	30,930	2,667	2,141	2,141	2,667	2,141	2,141	2,667	2,141	2,141	51,777	(3,583)	
EP	Insurance	9,050	5,527	121	121	121	121	121	121	121	121	121	6,616	2,434	
ER	Other Contractual Services	12,430	3,800	332	-	-	332	-	-	332	-	26,000	30,796	(18,366)	June is Contract Costs for IT for ITS6 to ITS3
ES	Vehicle Maintenance & Operating Cst	-	1,426										1,426	(1,426)	
EW	Archives & Records Management Svcs	776	485	97			97			97			776	0	
EY	Software Licenses and Maintenance	24,480	21,256									3,224	24,480	(0)	
EZ	Other Goods and Services	374	-									374	374	0	
Travel		31,700	55,458	965	1,670	965	965	1,465	1,170	1,965	1,170	1,170	66,963	(35,263)	
GA	In-State Subsistence & Lodging	19,215	22,813	500	1,205	500	500	1,000	705	1,500	705	705	30,133	(10,918)	Travel - As allotted
GB	In-State Air Transportation	-	162										162	(162)	
GC	Private Automobile Mileage	3,560	5,254	120	120	120	120	120	120	120	120	120	6,334	(2,774)	Travel - As allotted
GD	Other Travel Expenses	1,080	1,675	45	45	45	45	45	45	45	45	45	2,080	(1,000)	Travel - As allotted
GF	Out-of-State Subsistence & Lodging	720	4,734	30	30	30	30	30	30	30	30	30	5,004	(4,284)	Travel - As allotted
GG	Out-of-State Air Transportation	360	1,410	15	15	15	15	15	15	15	15	15	1,545	(1,185)	Travel - As allotted
GN	Motor Pool Services	6,765	19,410	255	255	255	255	255	255	255	255	255	21,705	(14,940)	Travel - As allotted
Capital Outlays		87,395	3,827	-	-	-	-	-	-	-	-	83,568	87,395	(0)	
JA	Noncapitalized Assets	87,395	3,827									83,568	87,395	(0)	Capital Outlays (equipment)- Allotment total - will adjust June of each FY to actual expended
Grants		-	276	-	-	-	-	-	-	-	-	-	276	(276)	
NZ	Other Grants and Benefits	-	276										276	(276)	
Total Dollars		2,720,000	1,413,790	75,826	75,358	74,653	76,821	76,148	75,853	77,821	75,853	200,495	2,222,618	497,382	
Grants to Counties															
Grants		706,000	705,800	-	-	-	-	-	-	-	-	-	705,800	200	
NZ	Other Grants and Benefits	706,000	705,800										705,800	200	
Total Dollars		706,000	705,800	-	-	-	-	-	-	-	-	-	705,800	200	

**CRAB Fund 186
17-19 Projections**

Category	FY18	Exp. Thru	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected
	Allotments	FM 15 Sep-2018	FM 16 Oct-2018	FM 17 Nov-2018	FM 18 Dec-2018	FM 19 Jan-2019	FM 20 Feb-2019	FM 21 Mar-2019	FM 22 Apr-2019	FM 23 May-2019	FM 24 Jun-2019	Exp. Total	Variance
Salaries and Wages	719,255	440,376	38,945	38,945	38,945	39,654	39,732	39,732	39,925	39,925	39,925	796,104	(76,849)
Employee Benefits	242,485	144,422	12,972	12,972	12,972	13,117	13,132	13,132	13,168	13,168	13,168	262,223	(19,738)
Goods and Other Services	371,897	199,389	10,032	10,032	10,032	10,032	10,032	10,032	10,032	10,032	103,829	383,474	(11,577)
Travel	117,048	30,345	4,877	5,939	3,739	4,877	5,439	4,839	6,939	4,877	4,877	76,748	40,300
Capital Outlays	141,315	15,108	2,938	4,000	1,800	2,938	3,500	2,900	5,000	2,938	2,938	141,315	(0)
Grants	-	300	-	-	-	-	-	-	-	-	-	300	(300)
Sum:	1,592,000	829,940	66,826	67,888	65,688	67,680	68,335	67,735	70,064	68,002	288,006	1,660,164	(68,164)
Category													
Salaries and Wages	719,255	440,376	38,945	38,945	38,945	39,654	39,732	39,732	39,925	39,925	39,925	796,104	(76,849)
AA State Classified	719,255	437,974	38,945	38,945	38,945	39,654	39,732	39,732	39,925	39,925	39,925	793,702	(74,447)
AC State Exempt	-	-	-	-	-	-	-	-	-	-	-	-	0
AS Sick Leave Buy-Out	-	-	-	-	-	-	-	-	-	-	-	-	0
AT Terminal Leave	-	2,401	-	-	-	-	-	-	-	-	-	2,401	(2,401)
Employee Benefits	242,485	144,422	12,972	12,972	12,972	13,117	13,132	13,132	13,168	13,168	13,168	262,223	(19,738)
BA Old Age and Survivors Insurance	44,599	26,464	2,415	2,415	2,415	2,459	2,463	2,463	2,475	2,475	2,475	48,519	(3,920)
BB Retirement and Pensions	91,342	55,671	4,997	4,997	4,997	5,088	5,098	5,098	5,122	5,122	5,122	101,312	(9,970)
BC Medical Aid & Industrial Insurance	3,786	2,165	186	186	186	186	186	186	186	186	186	3,839	(53)
BD Health, Life & Disability Insurance	92,327	53,933	4,809	4,809	4,809	4,809	4,809	4,809	4,809	4,809	4,809	97,214	(4,887)
BH Hospital Insurance (Medicare)	10,431	6,189	565	565	565	575	576	576	576	576	576	11,339	(908)
BT Shared Leave Provided Sick Leave	-	-	-	-	-	-	-	-	-	-	-	-	0
BZ Other Employee Benefits	-	-	-	-	-	-	-	-	-	-	-	-	0
Goods and Other Services	371,897	199,389	10,032	10,032	10,032	10,032	10,032	10,032	10,032	10,032	103,829	383,474	(11,577)
EA Supplies and Materials	9,000	7,973	742	742	742	742	742	742	742	742	742	14,651	(5,651)
													\$742 average through August
EB Communications/Telecommunications	17,664	9,372	631	631	631	631	631	631	631	631	631	15,051	2,613
EC Utilities	26,984	16,404	863	863	863	863	863	863	863	863	863	24,171	2,813
ED Rentals and Leases - Land & Buildings	176,376	102,886	7,349	7,349	7,349	7,349	7,349	7,349	7,349	7,349	7,349	169,027	7,349
EE Repairs Alterations and Maint	-	903	-	-	-	-	-	-	-	-	-	903	(903)
EF Printing and Reproduction	3,792	3,700	267	267	267	267	267	267	267	267	267	6,103	(2,311)
EG Employee Prof Dev & Training	26,544	9,930	-	-	-	-	-	-	-	-	-	16,614	26,544
EH Rental & Leases - Furn & Equipment	3,456	2,728	150	150	150	150	150	150	150	150	150	4,078	(622)
EJ Subscriptions	4,344	1,836	30	30	30	30	30	30	30	30	2,299	4,375	(31)
EK Facilities and Services	-	(186)	-	-	-	-	-	-	-	-	-	(186)	186
EL Data Processing Services (Interagency)	-	0	-	-	-	-	-	-	-	-	-	0	(0)
EM Attorney General Services	-	-	-	-	-	-	-	-	-	-	-	-	0
EN Personnel Services	-	-	-	-	-	-	-	-	-	-	-	-	0
EP Insurance	-	939	-	-	-	-	-	-	-	-	-	939	(939)
ER Other Contractual Services	-	8,449	-	-	-	-	-	-	-	-	-	8,449	(8,449)
ES Vehicle Maintenance & Operating Cst	-	5,631	-	-	-	-	-	-	-	-	-	5,631	(5,631)
EW Archives & Records Management Svcs	-	-	-	-	-	-	-	-	-	-	-	-	0
EY Software Licenses and Maintenance	102,000	29,830	-	-	-	-	-	-	-	-	-	72,170	102,000
EZ Other Goods and Services	1,737	(1,007)	-	-	-	-	-	-	-	-	-	2,744	1,737

Travel	117,048	30,345	4,877	5,939	3,739	4,877	5,439	4,839	6,939	4,877	4,877	76,748	40,300	
GA In-State Subsistence & Lodging	70,512	18,835	2,938	4,000	1,800	2,938	3,500	2,900	5,000	2,938	2,938	47,787	22,725	Travel - As allotted
GB In-State Air Transportation	-	641										641	(641)	
GC Private Automobile Mileage	12,000	7,084	500	500	500	500	500	500	500	500	500	11,584	416	Travel - As allotted
GD Other Travel Expenses	4,512	666	188	188	188	188	188	188	188	188	188	2,358	2,154	Travel - As allotted
GF Out-of-State Subsistence & Lodging	3,000	675	125	125	125	125	125	125	125	125	125	1,800	1,200	Travel - As allotted
GG Out-of-State Air Transportation	1,512	259	63	63	63	63	63	63	63	63	63	826	686	Travel - As allotted
GN Motor Pool Services	25,512	2,185	1,063	1,063	1,063	1,063	1,063	1,063	1,063	1,063	1,063	11,752	13,760	Travel - As allotted
Capital Outlays	141,315	15,108	-	-	-	-	-	-	-	-	126,207	141,315	(0)	
JA Noncapitalized Assets	141,315	15,108										126,207	141,315	(0)
														Capital Outlays (equipment)- Allotment total - will adjust June of each FY to actual expended
Grants	-	300	-	-	-	-	-	-	-	-	-	300	(300)	
NZ Other Grants and Benefits	-	300										300	(300)	
Total Dollars	1,592,000	829,940	66,826	67,888	65,688	67,680	68,335	67,735	70,064	68,002	288,006	1,660,164	(68,164)	
Grants to Counties														
Grants	38,434,000	24,056,454	1,755,500	1,100,000	1,100,000	1,755,500	1,100,000	1,100,000	1,755,500	1,100,000	3,611,046	38,434,000	0	
NZ Other Grants and Benefits	38,434,000	24,056,454	1,755,500	1,100,000	1,100,000	1,755,500	1,100,000	1,100,000	1,755,500	1,100,000	3,611,046	38,434,000	0	
Total Dollars	38,434,000	24,056,454	1,755,500	1,100,000	1,100,000	1,755,500	1,100,000	1,100,000	1,755,500	1,100,000	3,611,046	38,434,000	0	

2017-19 Biennial Budget Supplemental Decision Package

Agency: 406 County Road Administration Board
DP code/title: Centralize IT Systems, Services and Security
Budget period: 2017-19
Budget level: ML or PL

Agency Recommended Summary text: This decision package provides funding for the County Road Administration Board to pay for services to WaTech, compliant with Office of the Chief Information Officer policy 184.

Fiscal detail:

Operating Expenditures	FY 2019	FY	FY	FY
Fund 108	\$70,739	\$	\$	\$
Total Expenditures	\$70,739	\$	\$	\$
Biennial Totals	\$70,739			\$
Staffing	FY 2020	FY 2021	FY 2022	FY 2023
FTEs	0	0	0	0
Average Annual	0			0
Object of Expenditure	FY 2020	FY 2021	FY 2022	FY 2023
Obj. ?	\$70,739	\$	\$	\$
Revenue	FY 2020	FY 2021	FY 2022	FY 2023
Fund 108	\$0	\$0	\$0	\$0
Total Revenue	\$0	\$0	\$0	\$0
Biennial Totals	\$70,739			\$

Package description

The funding requested in this decision package is to offset WATECH Data Center costs required to be in compliance with OCIO policy 184, and mitigate their impact to the Agency IT resources.

What is your proposed solution?

Move physical equipment to “half-rack” at WATECH Data Center

What are you purchasing and how does it solve the problem?

This package includes \$1,000/month for renting “half-rack” at WATECH Data Center starting November 2018 for a total expenditure of \$8,000. Also, we will incur an expenditure of \$62,739.00 to purchase and move network equipment from Agency Data Center to State Data Center by June 30, 2019 per policy 184.

What alternatives did you explore and why was this option chosen?

We initially tried to pursue the “half-rack” option with a \$750 monthly cost, but due to the KW usage for the equipment, being placed at WaTech it placed CRAB into the full rack range, with a \$1,000.00 monthly charge.

We also explored moving services to WaTech cloud. Cost for cloud services included per processor, RAM and storage costs that would have exceeded the \$1,000.00 a month rack rental and require the migration of our systems into the state run Active Directory.

WaTech has quoted us the cost of the move at \$62,739.00 to move our equipment to their facilities.

Assumptions and calculations

Expansion or alteration of a current program or service

N/A

Detailed assumptions and calculations

Workforce assumptions

N/A

Strategic and performance outcomes

In compliance with OCIO policy 184 targeted at centralizing state data center, the \$1,000/month rent for a *full-rack* in the WATECH Data Center is the most cost effective strategy for a small Agency. Also, we will incur an expenditure of \$62,739.00 to move our equipment.

Performance outcomes

CRAB expects to maintain the 99.9% uptime of Agency IT services/resources offered to internal and external stakeholders.

Other collateral connections

Intergovernmental - N/A

Stakeholder response - N/A

Legal or administrative mandates - N/A

Changes from current law - N/A

State workforce impacts - N/A

State facilities impacts - N/A

Puget Sound recovery -N/A

Other supporting materials -N/A

Information technology (IT)

Information Technology

Does this DP include funding for any IT-related costs, including hardware, software (including cloud-based services), contracts or IT staff?

No

Yes

Please download the [IT-addendum](#) and follow the directions on the bottom of the addendum to meet requirements for OCIO review. After completing the IT addendum, please upload the document to continue.

2017-19 IT ADDENDUM

NOTE: Only use this addendum if your decision package includes IT and does NOT relate to the One Washington project.

Part 1: Itemized IT Costs

Please itemize all IT-related costs, including hardware, software, services (including cloud-based services), contracts (including professional services, quality assurance, and independent verification and validation), or IT staff. When itemizing costs, please consider the total cost of the combined level of effort which includes: the associated costs, from planning through closeout, of state, vendor, or both, in order to purchase, acquire, gather and document requirements, design, develop or configure, plan or conduct testing, and complete implementation of enhancement(s) to an existing system.

Information Technology Items in this DP <i>(insert rows as required)</i>	FY 2019	FY	FY	FY
WA TECH Server Storage	70,739			
Total Cost	70,739			

Part 2: Identifying IT Projects

If the investment proposed in the decision package is the development or acquisition of an IT project/system, or is an enhancement to or modification of an existing IT project/system, it will also be reviewed and ranked by the OCIO as required by RCW 43.88.092. The answers to the three questions below will help OFM and the OCIO determine whether this decision package is, or enhances/modifies, an IT project:

1. Does this decision package fund the development or acquisition of a new or enhanced software or hardware system or service? Yes No
2. Does this decision package fund the acquisition or enhancements of any agency data centers? (See OCIO [Policy 184](#) for definition.) Yes No
3. Does this decision package fund the continuation of a project that is, or will be, under OCIO oversight? (See OCIO [Policy 121](#).) Yes No

If you answered “yes” to any of the above questions, you must answer the questions in Part 3 to finish the IT Addendum. Refer to Chapter 10 of the operating budget instructions for more information and a link to resources and information about the evaluation criteria questions.

Part 3: IT Project Questions

Agency readiness/solution appropriateness

Organizational change management

1. Describe the types of organizational changes expected because of this effort. How has your agency considered these impacts in planning the project and within this funding request? Include specific examples regarding planned Organizational Change Management (OCM) activities and whether or how the requested funding will support these efforts.

Agency technology portfolio risk assessment

2. How does this project integrate into and/or improve the overall health of your agency's IT portfolio? Include specific examples such as system efficiencies, technology risks mitigated, technology improvements achieved, etc.

Solution scale

3. Explain how this investment is scaled appropriately to solve the proposed business problem. Describe what considerations and decisions the agency has made to determine the sizing of this investment and why it is appropriate to solve the business problem outlined in the decision package.

Resource availability

4. How has the agency determined the resources required for this effort to be successful? How does this funding request support that resourcing need? If the agency intends to use existing resources for this effort, how are risks around resource availability being addressed?

Investment urgency

5. With regards to the urgency of this investment, please select **one** of the following that most closely describes the urgency of your investment, and **explain your reasoning**:

- This investment addresses a currently unmet, time sensitive legal mandate or addresses audit findings which require urgent action.

Reason:

- This investment addresses imminent failure of a mission critical or business essential system or infrastructure and will improve that issue.

Reason:

- This investment addresses an agency's backlog of technology systems and provides an opportunity for modernization or improvement.

Reason:

- This investment provides an opportunity to improve services, but does not introduce new capability or address imminent risks.

Reason:

Architecture/Technology Strategy Alignment

Strategic alignment

6. Using specific examples, describe how this investment aligns with strategic elements of the Enterprise Technology Strategic Plan. Examples of strategic principles that tie back to tenets of the strategic plan include, but are not limited to: buy don't build, solutions hosted on modern hosting solutions, solutions promoting accessibility, early value delivery of functionality throughout the project, and modular implementation of project features.

Technical alignment

7. Using specific examples, describe how this investment aligns with technical elements of the Enterprise Technology Strategic Plan. Examples of technical principles that tie back to tenets of the strategic plan include, but are not limited to: data minimization, incorporating security principles into system design and implementation, publishing open data, and incorporating mobile solutions into systems.

Governance processes

8. What governance processes does your agency have in place to support this project, or what new governance processes will be introduced to accommodate this effort? Examples of governance processes include executive sponsorship and steering, vendor/contract management, change control, quality assurance (QA), independent verification and validation (IV&V), and incorporating stakeholder feedback into decision making processes. Provide examples of how your proposed budget includes adequate funding and planning for governance processes, if applicable.

Interoperability, interfaces and reuse

9. Does this proposed solution support interoperability and/or interfaces of existing systems within the state? Does this proposal reuse existing components of a solution already in use in the state? If the solution is a new proposal, will it allow for such principles in the future? Provide specific examples.

Business/Citizen Driven Technology

Measurable business outcomes

10. Describe how this proposed IT investment improves business outcomes within your agency? Provide specific examples of business outcomes in use within your agency, and how those outcomes will be improved as a result of this technology.

Customer centered technology

11. Describe how this proposed investment improves customer experience. Include a description of the mechanism to receive and incorporate customer feedback. If the investment supports internal IT customers, how will agency users experience and interact with this investment? If the customers are external (citizen), how will the citizen experience with your agency be improved as result of implementing this investment? Provide specific examples.

Business process transformation

12. Describe how this IT investment supports business processes in your agency. Include the degree of change anticipated to business processes and the expected improvements as a result of this technology. Describe how the business and technology will coordinate and communicate project tasks and activities. Provide specific examples of how business processes are related to this technology and expected improvements to business processes as a result of implementing this technology.

October 2018 CRA Board Meeting

Deputy Director's Report

A. County Engineer Changes since July 2018

1. Effective April 30, 2018, Douglas County continues under Acting County Engineer Aaron Simmons, PE, and remains in effect until the Board appoints a new engineer.
2. Effective May 1, 2018, Kittitas County continues under acting County Engineer Mark Cook, PE, for a period not to exceed six months, ending November 1, 2018. Kittitas County has requested an extension until May 23, 2019 to fill the position.
3. Effective May 21, 2018, Columbia County continues under acting County Engineer Grant Morgan, PE. By email October 2, 2018 Columbia County informed CRAB it had hired Charles Eaton, PE, to begin employment December 1, 2018.
4. Effective July 16, 2018, Mason County continues under acting County Engineer Jerry Hauth PE, for a period not to exceed six months, expiring January 16, 2019.
5. Effective September 11, 2018, Clark County Engineer Heath Henderson resigned and effective September 12, 2018, Clark County appointed Ahmad Qayoumi, PE, as Interim Public Works Director and Acting County Engineer. Mr. Qayoumi was appointed Clark County Engineer, effective November 13, 2018.

B. County Visits completed since July 2018

- Columbia County (2)
- Stevens County
- Walla Walla County
- Thurston County
- Wahkiakum County
- Lewis County
- Cowlitz County
- Clallam County

There were numerous contacts with County Engineers in other various venues.

C. County Audit Reports reviewed since July 2018

The 1997 State Auditor Office (SAO) audit of CRAB concluded that the minutes of the Board meetings needed specific mention of SAO audits of the counties and of any findings that might relate to the statutory responsibilities of CRAB. The minutes also need to reflect any recommendations from the CRABoard to staff in response to the audits. This report details our staff procedures to satisfy the SAO.

CRAB has reviewed 42 audit reports representing 30 counties since the July 2018 board meeting. Sixteen audits contained a total of 22 findings issued and five involved County Road Funds in some form. Additionally, 11 audits contained 17 prior findings; none involved County Road Funds. Any audit with a number under the “NewFind#” or “PrevFind#” heading revealed findings involving County Road Funds. Status of those findings are also shown below:

2017 Audits

Report #	Entity/Description	Report Type	Audit Period	Date Released	New?	Co. Rd?	Prev?	Status
1022356	Whatcom County	Accountability	01/01/2017 to 12/31/2017	10/11/2018				
1022215	Klickitat County	Accountability	01/01/2017 to 12/31/2017	10/1/2018				
1022208	Klickitat County	Financial and Federal	01/01/2017 to 12/31/2017	9/28/2018				
1022231	Franklin County	Financial and Federal	01/01/2017 to 12/31/2017	9/28/2018	1	NCR		
1022114	Lewis County	Financial and Federal	01/01/2017 to 12/31/2017	9/27/2018			2	NCR
1022142	Pacific County	Financial and Federal	01/01/2017 to 12/31/2017	9/27/2018	1	NCR	1	NCR
1022199	San Juan County	Accountability	01/01/2017 to 12/31/2017	9/27/2018				
1022223	Spokane County	Financial and Federal	01/01/2017 to 12/31/2017	9/27/2018				
1022225	Whatcom County	Financial and Federal	01/01/2017 to 12/31/2017	9/27/2018	1	NCR		
1022230	Columbia County	Accountability	01/01/2017 to 12/31/2017	9/27/2018	1	NCR		
1022264	Columbia County	Financial and Federal	01/01/2017 to 12/31/2017	9/27/2018	1	1		
1022280	Kittitas County	Financial and Federal	01/01/2017 to 12/31/2017	9/27/2018	1	NCR	1	NCR
1022308	Pierce County	Financial and Federal	01/01/2017 to 12/31/2017	9/27/2018	1	NCR	2	NCR
1022190	Clallam County	Financial and Federal	01/01/2017 to 12/31/2017	9/24/2018			1	NCR
1022202	Clallam County	Accountability	01/01/2017 to 12/31/2017	9/24/2018	1	1		
1022210	Asotin County	Financial and Federal	01/01/2017 to 12/31/2017	9/24/2018				
1022222	Walla Walla County	Financial and Federal	01/01/2017 to 12/31/2017	9/24/2018				
1022224	King County	Financial and Federal	01/01/2017 to 12/31/2017	9/24/2018	1	NCR	4	NCR
1022235	Mason County	Financial and Federal	01/01/2017 to 12/31/2017	9/24/2018	3	1		
1022251	Jefferson County	Financial and Federal	01/01/2017 to 12/31/2017	9/24/2018	1	NCR	1	NCR
1022253	Whitman County	Financial and Federal	01/01/2017 to 12/31/2017	9/24/2018				
1022089	Lincoln County	Financial and Federal	01/01/2017 to 12/31/2017	9/20/2018				
1022115	Lewis County	Accountability	01/01/2017 to 12/31/2017	9/20/2018				
1022180	Pend Oreille County	Financial and Federal	01/01/2017 to 12/31/2017	9/20/2018				
1022184	San Juan County	Financial and Federal	01/01/2017 to 12/31/2017	9/20/2018	1	NCR		
1022194	Douglas County	Financial and Federal	01/01/2017 to 12/31/2017	9/20/2018	2	1		
1022216	Stevens County	Financial and Federal	01/01/2017 to 12/31/2017	9/20/2018			1	NCR
1022139	Okanogan County	Financial and Federal	01/01/2017 to 12/31/2017	9/17/2018	1	NCR		
1022157	Okanogan County	Accountability	01/01/2017 to 12/31/2017	9/17/2018			1	NCR
1022161	Grays Harbor County	Financial and Federal	01/01/2017 to 12/31/2017	9/17/2018			2	NCR
1022170	Grays Harbor County	Accountability	01/01/2017 to 12/31/2017	9/17/2018				
1022092	Snohomish County	Financial and Federal	01/01/2017 to 12/31/2017	9/13/2018				
1022011	Adams County	Financial and Federal	01/01/2017 to 12/31/2017	9/6/2018				
1022026	Wahkiakum County	Financial and Federal	01/01/2017 to 12/31/2017	9/6/2018				
1021948	Island County	Accountability	01/01/2017 to 12/31/2017	8/23/2018				
1022004	Island County	Financial and Federal	01/01/2017 to 12/31/2017	8/23/2018	1	NCR		
1021771	Clark County	Financial and Federal	01/01/2017 to 12/31/2017	8/2/2018			1	NCR
1021792	Clark County	Accountability	01/01/2017 to 12/31/2017	8/2/2018				
1021815	Benton County	Financial and Federal	01/01/2017 to 12/31/2017	8/2/2018				
1021897	Kitsap County	Financial and Federal	01/01/2017 to 12/31/2017	8/2/2018	4	1		
1021886	Kitsap County	CAFR	01/01/2017 to 12/31/2017	7/26/2018				
1021895	Kitsap County	Attestation Engagements	01/01/2017 to 12/31/2017	7/26/2018				
				TOTAL	22	5	17	
				NCR		<i>Non-County Road</i>		
				CR-FC		<i>County Road-Fully Corrected</i>		
				CR-PC		<i>County Road-Partially Corrected</i>		

D. Other Activities and Visits since July 2018

26-27 July	CRABoard Meeting	CRAB Office
7 August	WTSC GIS-Mo Contract Meeting	CRAB Office
9 August	GIS-Mo Executive Steering Committee Meeting	CRAB Office
10 August	Columbia County Engineer Interview	Dayton
14 August	Stevens County Visit	Loon Lake Area
16 August	Walla Walla County Visit	Walla Walla
16-17 August	Columbia County Engineer Interviews	Dayton
21 August	SAO/CRAB Meeting	Olympia
22 August	Thurston County Project Visit	Hunter Point
28 August	GIS-Mo Sole Source Submittal Review	CRAB Office
28 August	CRAB/WSACE Meeting	CRAB Office
29 August	GIS-Mo GIS Work Group Meeting	CRAB Office
30 August	Professional Development Conference Call	CRAB Office
4 September	Professional Development Conference Call	CRAB Office
7 September	Culvert Issues Review w/ Jane Wall	CRAB Office
10 September	Professional Development Conference Call	CRAB Office
11 September	Wahkiakum County Visit	Cathlamet
12 September	GIS-Mo Executive Steering Committee Meeting	CRAB Office
17 September	Executive Team Meeting	CRAB Office
18 September	CRAB Relocation Project Review w/ DES	CRAB Office
20 September	Short Span Bridge Webinar	CRAB Office
25 September	Executive Team Meeting	CRAB Office
25 September	Lewis County PWD Interview Panel	Chehalis
26 September	CRABoard Agenda Meeting	CRAB Office
26 September	Cowlitz County Dike Road FDR Project Visit	Woodland
28 September	Professional Development Conference Call	CRAB Office
2 October	Executive Team Meeting	CRAB Office
3 October	CRABstaff First Aid Course	CRAB Office
3 October	CRABstaff Meeting w/ Bryan Moore- Leg. Staff	CRAB Office
3 October	CRAB Relocation Project Review w/DES- No Show	CRAB Office
4 October	Clallam County SAO Finding Review	Port Angeles
9 October	Executive Team Meeting	CRAB Office
10 October	CRAB Web Site Meeting	CRAB Office
11 October	GIS-Mo Executive Steering Committee Meeting	CRAB Office
11-19 October	Vacation	E. Washington
23 October	Executive Team Meeting	CRAB Office
23 October	CRAB Quarterly Budget Meeting	CRAB Office
25-26 October	CRABoard Meeting	CRAB Office

ENGINEERING AND ADMINISTRATIVE SUPPORT SPECIALIST REPORT

Prepared by Derek Pohle, PE

CRABoard Meeting – October 25, 2018

Reporting Period: August 2018 thru October 2018

COUNTY VISITS

Thurston 8/1 and 8/16

Cowlitz 9/26

Clallam 10/4

Kitsap 10/11

COUNTY CONTACTS/CONSULTING

Total Contacts: 51

Number of: Counties: 22 Other Agencies: 12 Public: 3

COUNTY AUDITS – For Fiscal Year 2017

One new audit issue, with compliance components initiating consultative contacts, involving the road fund or road departments, has been reviewed in the last quarter, Clallam County.

OFFICE OF THE COUNTY ENGINEER TRAINING

None conducted.

COUNTY ENGINEER DESK REFERENCE

No Activity

OTHER ACTIVITIES OF THE EASS

- CFCIP – Submittal to Legislature/budget packet
- RAP WAC updates
- SAO meeting regarding Road Levy Diversion
- CRAB/WSACE Managing Director meeting
- First Aid refresher course

COMPLIANCE & DATA ANALYSIS MANAGER'S REPORT
Prepared by Drew Woods, PE








CRABoard Meeting – October 26, 2018

Reporting Period: July 26, 2018 thru October 19, 2018

COMPLIANCE

STANDARDS OF GOOD PRACTICE:

On September 4, 2018, the CRAB Annual Reporting System (CARS) forms due December 31st went live. Forms due on or before December 31, 2018:

-  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)
-  Engineer Certification of December Forms

WAC 136-12 – Vacancy or Change in Position of County Engineer:



1. Clark County: Heath Henderson, P.E. tendered his resignation with his last day at the county being September 11, 2018. On September 18, 2018, the BOCC designated Ahmad Qayoumi, P.E. as acting county road engineer per WAC 136-12 for a period not to exceed six months, in conformance with the standard of good practice for vacancy or change in the position of county engineer. Notice to CRAB was mailed/emailed in a timely manner per the standard of good practice on September 5, 2018.

The county administrator has appointed Ahmad Qayoumi to be the county engineer. A resolution will be before the BOCC on November 13, 2018 to confirm the appointment.

Update on Other Vacancies:


County	Effective Date	Six-Month Expiration	Notes
Douglas	April 30, 2018	October 31, 2018	See below
Kittitas	April 30, 2018	October 31, 2018	See below

County	Effective Date	Six-Month Expiration	Notes
Columbia	June 14, 2018	December 14, 2018	Charles Eaton from Canby, OR begins December 1 st . Engineering director at City of Milwaukie, Oregon.
Mason	July 16, 2018	January 16, 2019	Interviews on October 24, 2018

-  Douglas County is actively recruiting for the vacant position. There has been an offer of employment made, but it was not accepted. The county commissioners will be extending the appointment of Aaron Simmons as acting county engineer while the search continues.
-  Kittitas County: On October 2, 2018, Kittitas County has extended the appointment of Mark Cook, PE for an additional six months beyond the original six months. See attached correspondence.

County Audits – For Fiscal Year 2017

From July 26, 2018 to October 26, 2018, there was one audit finding involving county road funds:

-  Clallam County’s FY 2017 accountability audit had a finding regarding their indirect cost distribution method. This finding was after receiving management letters for the same issue for FY 2015 and FY 2016. CRAB staff is working with the County to develop a corrective action plan; however, the retirement of the county’s two top financial positions is impacting the timeline.

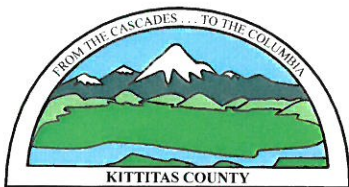
CERTIFICATION

Per the SAO’s recommendation, I hereby certify that I have reviewed all of the above compliance reporting with the Deputy Director.

OTHER ACTIVITIES OF THE C&DA MANAGER

-  County Visits:
 - a. Pacific County – September 5th
 - b. Wahkiakum County – September 11th
 - c. Kittitas County – September 18th
 - d. Okanogan County – September 19th
 - e. Chelan County – September 19th
 - f. Douglas County – September 20th
 - g. Cowlitz County – September 26th
 - h. Clallam County – October 4th

- i. Kitsap County – October 11th
-  Professional Development Conference Committee:
 - a. Numerous conference calls
-  National Association of County Engineers:
 - a. Pavement Preservation Committee
 - i. August 28th & October 19th – Conference Calls
 - b. Unpaved Roads Committee – September 21st (Conference Call)
 - i. Inaugural Meeting – New committee for NACE
 - c. Board Meeting – October 15th & 16th (San Antonio)



KITTITAS COUNTY **DEPARTMENT OF PUBLIC WORKS**

Mark R. Cook, PE Director

October 04, 2018

Mr. Drew Woods, PE
Compliance and Data Analysis Manager
2404 Chandler Court SW
Olympia, WA 98502

RE: Kittitas County Road Engineer

Dear Mr. Woods:

We are transmitting Kittitas County Board of County Commissioners Resolution 2018-159 (attached) for your consideration. The action is necessary as we are beginning open solicitation for the vacant County Road Engineer position vacated by Mr. Lucas Huck. We anticipate advertising an initial 30 days before interviewing first round candidates. It is unlikely that we will have an employee here until early December at the earliest.

During the past five months, our Engineering Services Manager (Ms. Sara Folk) has job shadowed me in actions before the Board of County Commissioners. She has gained specific County Road Engineer experience and we both believe the time has come to solicit the industry for interested candidates. It is my expectation that Ms. Folk will apply for the vacant County Road Engineer position. Thank you for your patience during the past five months allowing us to create a professional development opportunity for Ms. Folk.

Sincerely,

Mark R. Cook, PE
Director/Interim County Road Engineer

C: Kittitas County Board of County Commissioners

BOARD OF COUNTY COMMISSIONERS
COUNTY OF KITTITAS
STATE OF WASHINGTON

RESOLUTION NO. 2018 - 159

**EXTENDING THE PUBLIC WORKS DIRECTOR AS INTERIM COUNTY ROAD
ENGINEER FOR AN ADDITIONAL SIX MONTHS ENDING MAY 23, 2019**

WHEREAS: The Board of County Commissioners appointed the Public Works Director as Interim County Road Engineer pursuant to Resolution 2018-066; and

WHEREAS: Public Works has begun the solicitation process for hiring a County Road Engineer; and

WHEREAS: The hiring process will likely exceed the date established (11-23-2018) by the Board (Resolution 2018-066) for hiring a full time replacement County Road Engineer; and

NOW, THEREFORE BE IT RESOLVED that the Board of County Commissioners, in the best interest of the public, does hereby extend the Public Works Director as Interim County Engineer for an additional period of six months ending on May 23, 2019.

DATED this 2nd day of October, 2018, at Ellensburg, Washington.

BOARD OF COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON

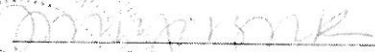


Laura Osiadacz, Chairman

Attest:

Clerk of the Board- Julie Kjorsvik

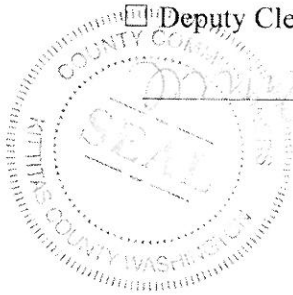
Deputy Clerk of the Board- Mandy Buchholz



Obie O'Brien, Vice-Chairman



Cory Wright, Commissioner



October 2018 CRABoard Meeting

Information Services Update

A. Ongoing Projects

a. **GIS-Mo Project**

- i. Kickoff Scheduled November 7th & 8th 2018
- ii. Contracting & Procurement Activities
 1. Increase Request for Delegated Authority Approved
 2. Sole Source Approved
 3. Contract Reviewed by A.A.G. and Vendor with mutual acceptance, ready for signature
 4. Investment Plan Submitted
- iii. Presentations
 1. Northwest Pavement Management Conference (NWPMA) –Oct 2018
 2. Road Design Conference (RDC) –Oct 2018
 3. WSAC/E Fall Conference –Nov 2018
 4. GIS Day—Nov 2018
- iv. GIS Specifications Work Group in Planning Stages
 1. [Workgroup Demographics](#)
 2. Concluded October 2018 (ahead of schedule); all objectives satisfied
 3. Finalizing Metadata Standards with OCIO

b. **WATECH Migration Project**

- i. Met with WaTech October 2018 to discuss next steps
- ii. Investigating Cloud Migration Alternatives
- iii. OCIO is requiring CRAB to submit a status update on the 5th of every month until migration is completed.

c. **CRAB Website Enhancement Project**

- i. Schedule update, launch planned for fall (December) 2018
- ii. CRAB staff providing and reviewing content
- iii. Short demo to follow report

d. **Virtualize SQL Server**

- i. Critical to WATECH Migration project
- ii. HelpDesk successfully migrated to new environment September 2018
- iii. Anticipate complete migration by November 2018

Additional Information Services Activities Update

a. Administrative

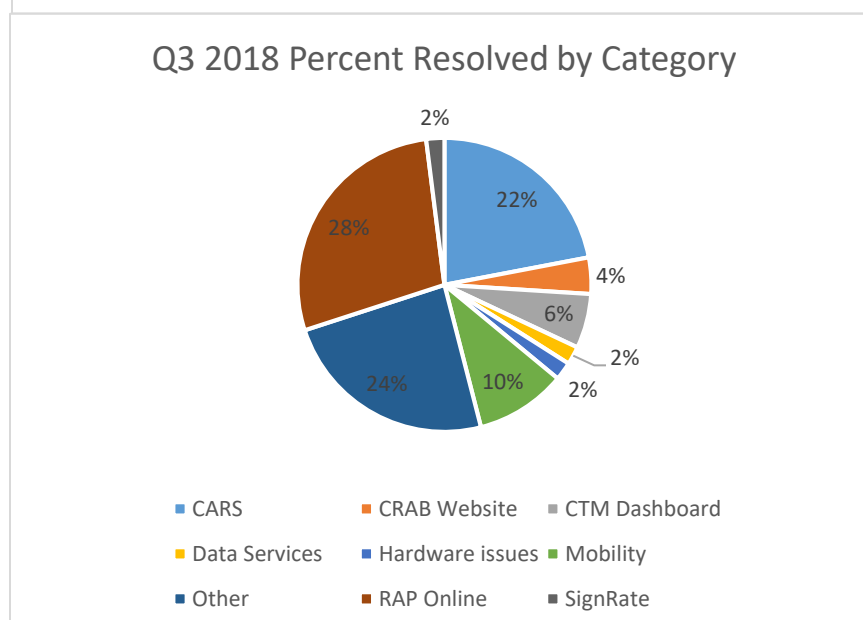
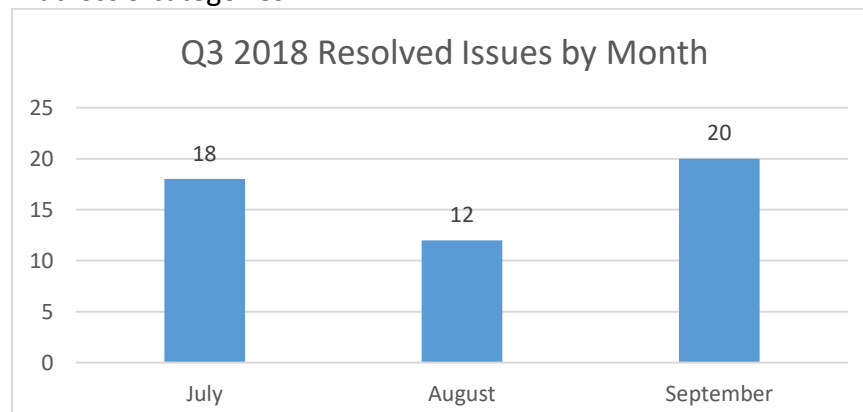
- i. CRAB IT Systems Security Specialist Hired
 - i. Scott Campbell, October 1st 2018
- ii. IT Staff Professional Development
 - i. Staff attended Northwest VUEWorks User Conference in Boise, Idaho (August 2018)
 - ii. Various staff have participated in monthly Webinars to familiarize with VUEWorks
 - iii. Cameron delivered orientation of ESRI products and terminology to staff

b. System Security Update

- i. Audit of network security performed during staff transition
- ii. AntiVirus on servers updated after audit identified out-of-date
- iii. Quarterly vulnerability testing performed

c. CRAB Customer Training and Support

- i. CRAB Customer Training
 - Demand for One Day Training (County Staff Turnover)
 1. Eastside training planned for November 30th 2018
 2. Olympia (Westside) training scheduled for December 7th 2018
- ii. CRAB Customer Support
 - 3rd Quarter, 2018 – 66 issues reported across 13 categories; 50 issues resolved across 9 categories.



29th Annual Road Design Conference
*** Learn, Relate, & Collaborate ***

Day 1 – Wednesday, October 31, 2018

Conference Kick-Off Presentations by Autodesk® Inc.

8:00am-9:00am	Registration & Coffee Break Provided by Autodesk – Centennial Ballrooms
9:00am	Welcome: Sarah Cunningham, P.E., Product Manager, InfraWorks and James Wedding, P.E., Technical Specialist
9:00am-9:45am	Keynote Speaker: Sarah Cunningham, P.E. , Product Manager, InfraWorks This session will present an overview of the civil infrastructure market, current trends, and Autodesk's Civil Infrastructure strategy for design, documentation and collaboration on infrastructure projects.
9:45am-10:30am	Topic: Autodesk & Esri: What this partnership means to you, where we are now, and where we're headed
10:30am-11:00am	Break
11:00am- Noon	Topic: Bridge Design Improvements: New tools for bridge design, from concept to structural detailing
Noon-1:00pm	Lunch Provided by Autodesk
1:00pm-2:15pm	Topic: Greatest Hits from the Autodesk AEC Collection: Using Drones for Captures, Presenting your Civil 3D Designs, Swept Path Analysis, and Parking Design
2:15pm- 2:45pm	Break
2:45pm-4:00pm	Topic: Taking it to the Streets: Using BIM 360 to Better Collaborate and Coordinate During the Construction Process
4:00pm-4:30pm	Topic: Open Discussion with the Autodesk personnel
5:00pm-6:30pm	Social sponsored by PPI Group – Suite 5423 (Dinner on your own)

29th Annual Road Design Conference

* Learn, Relate, & Collaborate *

Day 2 – Thursday, November 1, 2018

8:00am-9:00am	Registration - Vendor Exhibits Open
9:00am-9:15am	CRAB Staff Introductions - Jim Ayres, P.E., CRAB Design Systems Manager Welcome: John Koster, Executive Director, County Road Administration Board
9:15am-10:15am	Washington State Association of County Engineers (WSACE) County Award recipients <ul style="list-style-type: none"> • 2018 WSACE Engineer of the Year, Benton County Engineer Matt Rasmussen, P.E., P.L.S. 2018 WSACE Project Manager of the Year – Kathleen Neuman, Associate Engineer, Franklin County
10:15am-10:30am	2018 CRAB Design Systems Software Survey Results – Jim Ayres, P.E., CRAB
10:30am—11:00am	Break
11:00am-Noon	<p>Roundtable: This is your opportunity to sit down with County and Autodesk personnel who are the decision makers and managers of the processes and software that many of you use on a daily basis. Discuss and listen to your and other county users' thoughts about the software and what you sense can make it better. Topics of discussion will range from general everyday topics to the overall big picture that each of your county offices deal with.</p> <p>Roundtables 1-4 - Design Practice & Systems View</p> <p>County Personnel Moderators: Kim Pfaff, Project Engineer, Yakima County Kathleen Neuman, Associate Engineer, Franklin County Kirstin Thornton, CAD/CAE Support Tech., Pierce County Kelly Boyd, CAD/CAE Support Engineer, Pierce County Matt Rasmussen, P.E., P.L.S., County Engineer, Benton County</p> <p>Design Practices- Focus will be on day to day design practices:</p> <ul style="list-style-type: none"> • Corridor & Intersection Modeling • Preparation and interpretation of contract documents • Are you involved with Building Information Modeling versus Site Information Modeling process? • What are your current Stormwater or Fish Barrier Design concerns? <p>County Office Workflow - Focus here will be on the big picture:</p> <ul style="list-style-type: none"> • Cost analysis to identify high-cost and high-risk items • What is the required data for input-output and goals in your county systems thinking? • Does your county have a long-term plan for project management/systems engineering? • Suggestive changes to the fundamental way your county runs
	<p>Roundtable 5 – Autodesk Software Systems Open Forum AutoCAD, Civil 3D, Map 3D, and Infracore Autodesk Team Moderators: Sarah Cunningham, P.E., Autodesk Product Manager James Wedding, P.E., Autodesk Technical Specialist</p> <p>Topic Suggestions:</p> <ul style="list-style-type: none"> • User wish list • Productivity enhancements • Performance improvements • Backwards file compatibility • Plotting production output • Styles template files • Best hardware configuration • Modeling with Civil 3D • Project management tool • Data exchange with Civil3D • New modules for InfraWorks • Benefits of conceptual design • Will InfraWorks eventually be transforming into Civil3D?

12:00pm-1:00pm	Lunch Provided by Info Tech, Inc.								
1:00pm-1:30pm	<p>WDFW - Tom Jameson LTC, USA Retired, Habitat Program - Fish Passage & Screening Division Manager & Justin Zweifel, Deputy Fish Passage Division</p> <p>Status of fish barrier lawsuit as well as fish barrier designs. Washington's roads and highways present thousands of barriers to salmon and steelhead swimming upstream to their natural spawning habitat. If the fish cannot pass, their productivity and presence upstream are severely limited. In response to a federal court injunction in 2013, the State of Washington began replacing all state-owned barriers, but that does not address barriers that are privately owned or belong to local governments, or those that lie outside of the culvert injunction case area. This presentation will outline the fish passage problem, discuss the funded barrier removal programs within the state, outline fish screening and the state's technical assistance services for fish passage barrier owners and water users.</p>								
1:30pm-2:15pm	<p>UAV Presentation #1 - Bryan A. Chappell & Bruce Wagner – Pierce County Public Works</p> <p>We have been utilizing drone technologies for nearly two years in a variety of scenarios. Our first use case was to efficiently & accurately acquire volumetric data for our multiple pit sites. This year we began using our drone to document levee repair sites, provide highly accurate site surveys, and orthomosaic overviews, as well as 3D models and point clouds. Our next goal is to utilize a LiDAR equipped drone to safely perform levee inspections.</p>								
2:15pm-3:00pm	<p>UAV Presentation #2 - Justin Roozen – Environmental Manager, Douglas County Transportation & Land Services</p> <p>Utilizing UAV's from step 1 to step 7 at Douglas County and how your county can do it too!</p> <table border="0"> <tr> <td>1. Selling our program to management</td> <td>5. Example project</td> </tr> <tr> <td>2. Setting up the policy</td> <td>6. Expanding the program to other uses (Sheriff, etc.)</td> </tr> <tr> <td>3. Hardware</td> <td>7. Issues/problems</td> </tr> <tr> <td>4. Software</td> <td>8. Questions</td> </tr> </table>	1. Selling our program to management	5. Example project	2. Setting up the policy	6. Expanding the program to other uses (Sheriff, etc.)	3. Hardware	7. Issues/problems	4. Software	8. Questions
1. Selling our program to management	5. Example project								
2. Setting up the policy	6. Expanding the program to other uses (Sheriff, etc.)								
3. Hardware	7. Issues/problems								
4. Software	8. Questions								
3:00pm-3:15pm	Break – Cookies and Sodas								
3:15pm-4:00pm	<p>Monte Smith P.E., Sargent Engineers</p> <p>Sargent Engineers has provided engineering consulting services on structural projects since 1951. Bridge load ratings are required on every public bridge. They are used to determine deficient bridges, post bridges, and evaluate whether a load should cross a bridge. This discussion looks at the history of bridge load ratings, how a legal load is defined in law, the different methods of bridge load rating, the assumptions used in rating a bridge, and how to interpret bridge load ratings.</p>								
4:00pm-4:45pm	<p>Cameron Cole – GIS Administrator, County Road Administration Board (CRAB)</p> <p>Cameron will present an introduction to GIS-Mo, explaining how integrating Esri and AutoCAD can benefit reporting to CRAB and assist the counties with better data and workflows.</p>								
4:45pm-5:30pm	Meet in Suite 5423 prior to dinner on your own								

29th Annual Road Design Conference
*** Learn, Relate, & Collaborate ***

Day 3 - Friday - November 2, 2018

8:00am-8:30am	Breakfast sponsored by Carlson Software
	Sponsor's Presentation Forum
8:30am-9:15am	<p>Hope Findley, Senior Sales Consultant, The PPI Group Topic: "Tools to Rule Productivity and Time" a web demo of our Civil 3D briefcase tools. PPI Group's AutoCAD Civil 3D Briefcase is a set of essential productivity plug-ins that will make your work in Civil 3D fast, easy and efficient. These tools will dramatically reduce the number of tedious tasks and help you focus on your engineering challenges. These are the sets of Civil 3D tools in our briefcase: + Points + Surface and Grading + Alignments + Profiles + Corridors + Pipes + Analysis + Navigation and Visibility</p>
9:15am-9:30am	Break
9:30am-10:15am	<p>Wendell Gardner, Account Manager, Info Tech, Inc. Topic: "Software and Services to Facilitate Infrastructure e-Construction" Info Tech offers a variety of products and services to facilitate and expedite infrastructure e-Construction across the U.S. and Canada. By involving all stakeholders, Info Tech products and services increase communication and collaboration for more effective capital program management.</p>
10:15-11:00am	<p>Jim Reinbold, Regional Sales Director, Carlson Software Topic: "The Ever-Changing World of Design." See the latest offerings from Carlson Software, from road design to drone photo processing to hydrology and pressurized pipes. The recently released Carlson 2019 even works with DGN files.</p>
11:00am	<p>The results of the annual Project Design Contest and the RDC 2018 Golf Tournament winners announced. Open Discussion with the counties and CRAB regarding next conference (March of 2020 in Chelan) the 30th Road Design Conference</p>

WAC 136-130-020 Priorities by project type. The county road administration board has determined that the interests of the counties in the several regions will be best served by encouraging development of a distinct project priority rating systems for each region.

There shall be five project types eligible for RATA funding, with each having separate rating systems for project ranking and selection. The five project types include:

(1) Reconstruction - Emphasis on alignment and grade changes on fifty percent or more of the project length, and may include additional travel lanes and right of way costs.

(2) 3R - Resurfacing, restoration, and rehabilitation - Primary focus on extending the service life of existing facility involving less than fifty percent vertical or horizontal changes, and on safety improvements. Right of way costs are eligible for RATA reimbursement as a part of this project type.

(3) 2R - Resurfacing and restoration - Primary focus on restoration of the pavement structure on the existing vertical and horizontal alignment and spot safety improvements. Minor widening costs are allowed as a part of this project type. Right

of way costs are not eligible for RATA reimbursement in this project type.

(4) Intersection - 3R or reconstruction work limited to the vicinity of an existing intersection, and may include additional travel lanes and right of way costs.

(5) Bridge and drainage structures - Replacement or major rehabilitation of an existing bridge or other drainage structure, and may include additional travel lanes and right of way costs. ~~The county road administration board has determined that the interests of the counties in the several regions will be best served by encouraging development of a distinct project priority rating systems for each region.~~

(a) All NBI listed structures are eligible for replacement or rehabilitation. Rehabilitation is the major work required to restore the structural integrity of a bridge as well as work necessary to correct major safety defects.

(b) All non-NBI structures are eligible for replacement of the existing structure.

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In consultation with the individual regions, the executive director shall approve the various forms and procedures necessary to allocate available RATA funding, consistent with RCW 36.79.080.

[Statutory Authority: Chapter 36.78 RCW. WSR 11-05-005, § 136-130-020, filed 2/3/11, effective 3/6/11. Statutory Authority: Chapter 36.79 RCW. WSR 99-01-021, § 136-130-020, filed 12/7/98, effective 1/7/99. Statutory Authority: Chapter 36.78 RCW. WSR 84-16-065 (Order 56), § 136-130-020, filed 7/30/84.]

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WAC 136-161-080 Limitations on allocations of RATA funds

to counties. For any project program period, no county shall receive a RATA fund allocation greater than the following maximum project RATA contribution, or percentage of the forecasted regional apportionment amount:

(1) PSR: No maximum project RATA contribution; 40% limit on percentage of the forecasted regional apportionment amount;

(2) NWR: No maximum project RATA contribution; twenty percent limit on percentage of the forecasted regional apportionment amount;

(3) NER: No maximum project RATA contribution; maximum RATA contribution to each county for 2R projects is seven hundred fifty thousand dollars; twelve and one-half percent limit on percentage of the forecasted regional apportionment amount;

(4) SWR: No maximum project RATA contribution; fifteen percent limit on percentage of the forecasted regional apportionment amount;

(5) SER: No maximum project RATA contribution; percentage varies by county as follows:

- | | |
|-------------------|------------------|
| (a) Asotin County | ten percent |
| (b) Benton County | fourteen percent |

(c) Columbia County	eleven percent
(d) Franklin County	thirteen percent
(e) Garfield County	ten percent
(f) Kittitas County	thirteen percent
(g) Klickitat County	fourteen percent
(h) Walla Walla County	fourteen percent
(i) Yakima County	twenty percent

(6) The county limits for all eligible and applying counties in each region will be adjusted to include by equal share the funding limit of any ineligible or nonapplying county.

(7) Projects must have a total estimated cost of two hundred and fifty thousand dollars or greater to be eligible for RATA funding.

[Statutory Authority: Chapter 36.78 RCW. WSR 11-05-005, § 136-161-080, filed 2/3/11, effective 3/6/11; WSR 10-05-018, § 136-161-080, filed 2/4/10, effective 3/7/10. Statutory Authority: Chapter 36.79 RCW. WSR 08-16-042, § 136-161-080, filed 7/29/08, effective 8/29/08; WSR 07-17-020, § 136-161-080, filed 8/6/07, effective 9/6/07; WSR 03-11-046, § 136-161-080, filed 5/16/03, effective 6/16/03; WSR 99-01-021, § 136-161-080, filed 12/7/98, effective 1/7/99; WSR 98-09-070, § 136-161-080, filed 4/20/98, effective 5/21/98. Statutory Authority: RCW 36.79.060. WSR 94-16-111, § 136-161-080, filed 8/2/94, effective 9/2/94.]

Chapter 136-12 WAC

STANDARDS OF GOOD PRACTICE—VACANCY OR CHANGE IN POSITION OF
COUNTY ENGINEER

Last Update: 5/11/17

WAC

- 136-12-010 Purpose and authority.
- 136-12-020 Procedure during vacancy or change.
- 136-12-030 Acting county engineer.
- 136-12-045 Notification of hiring.
- 136-12-060 Failure to comply.
- 136-12-070 County engineer in counties that choose to employ a part-time county engineer or a contract county engineer.
- 136-12-080 ~~Assistant county engineer~~ Supervision of non-engineering county engineer duties in counties with a part-time county engineer or a contract county engineer.

DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER

136-12-040 Duties of acting county engineer. [Regulation 1, § 136-12-040, filed 12/13/67.] Repealed by Order 1, filed 7/17/68.

136-12-050 Construction during vacancy. [Regulation 1, § 136-12-050, filed 12/13/67.] Repealed by Order 1, filed 7/17/68.

WAC 136-12-010 Purpose and authority. The laws of the state of Washington make detailed provisions in chapter 36.80 RCW, for the employment of a county engineer in each county. This chapter specifies that the county legislative authority of each county shall employ a county road engineer on either a full-time or part-time basis, or by contracting with another county for the engineering services of a county road engineer; that he/she shall be a registered and licensed professional civil engineer under the laws of this state; that he/she shall have supervision, under the direction of the county legislative authority, of all activities related to the county roads of the county, including maintenance; that he/she shall certify to the county legislative authority all bills with respect to county

roads; that he/she shall keep complete public records of all road department activities; that he/she shall prepare plans and specifications for all construction work on the county road system; give an official bond to the county conditioned upon faithfully performing all the duties and accounting for county property entrusted to him or her.

[Statutory Authority: Chapter 36.78 RCW. WSR 17-11-037, § 136-12-010, filed 5/11/17, effective 6/11/17. Statutory Authority: Chapter 36.79 RCW. WSR 02-18-018, § 136-12-010, filed 8/22/02, effective 9/22/02; WSR 99-01-021, § 136-12-010, filed 12/7/98, effective 1/7/99. Statutory Authority: RCW 36.78.070 and 36.79.060. WSR 96-17-013, § 136-12-010, filed 8/12/96, effective 9/12/96. Statutory Authority: RCW 36.78.080. WSR 90-07-074 (Order 74), § 136-12-010, filed 3/21/90, effective 4/21/90; Order 13, § 136-12-010, filed 12/26/69; Regulation 1, § 136-12-010, filed 12/13/67.]

WAC 136-12-020 Procedure during vacancy or change. When a vacancy or change occurs in the office of county engineer ~~due to resignation, retirement, death or~~ for any ~~other~~ reason, the county legislative authority shall take immediate steps to find a replacement, ~~either by promotion from within the organization if a competent and eligible person is available, or by~~

~~advertisement for, and interview of, qualified applicants.~~ The county legislative authority or county executive shall, ~~in writing,~~ by electronic email or official letter, within five working days, notify the county road administration board of the vacancy or change, the effective date of the vacancy or change and of the procedure to be followed during the period of vacancy. The notice to the county road administration board shall state that the legislative authority or county executive has reviewed the requirements within ~~this~~ chapter 136-12 WAC.

[Statutory Authority: Chapter 36.78 RCW. WSR 17-11-037, § 136-12-020, filed 5/11/17, effective 6/11/17; WSR 14-17-035, § 136-12-020, filed 8/13/14, effective 9/13/14. Statutory Authority: Chapter 36.79 RCW. WSR 02-18-018, § 136-12-020, filed 8/22/02, effective 9/22/02; WSR 99-01-021, § 136-12-020, filed 12/7/98, effective 1/7/99. Statutory Authority: RCW 36.78.080. WSR 90-07-074 (Order 74), § 136-12-020, filed 3/21/90, effective 4/21/90; Regulation 1, § 136-12-020, filed 12/13/67.]

WAC 136-12-030 Acting county engineer. If for any reason~~7~~ it is impossible to employ a new county engineer immediately, the county legislative authority shall designate, by resolution, an acting county engineer for an interim period~~7~~ not to exceed six months~~7~~ except as provided in WAC 136-12-060. A copy of such

resolution shall be forwarded to the county road administration board within five working days of the effective date of the vacancy.

If the acting county engineer is not a licensed professional civil engineer, the legislative authority shall designate a licensed professional civil engineer to perform all professional civil engineering functions ~~services~~ during the interim period as required by chapter 18.43 RCW, and the unlicensed acting county engineer shall perform only those functions of the office not requiring a professional civil engineer's license.

[Statutory Authority: Chapter 36.79 RCW. WSR 99-01-021, § 136-12-030, filed 12/7/98, effective 1/7/99. Statutory Authority: RCW 36.78.080. WSR 90-07-074 (Order 74), § 136-12-030, filed 3/21/90, effective 4/21/90; Order 25, § 136-12-030, filed 1/27/75; Order 1, § 136-12-030, filed 7/17/68; Regulation 1, § 136-12-030, filed 12/13/67.]

WAC 136-12-045 Notification of hiring. When final arrangements for the employment of a new county engineer have been made, the county legislative authority or the county executive shall, within five working days, notify the county

road administration board in writing and shall include the following information: Name of new county engineer, Washington professional civil engineer registration number, start date, and contact information, including an email address when available. In addition, the notification shall include a copy of the organization chart detailing the responsibilities of the county engineer if there is an adopted change, WAC 136-50-051, and a copy of the appointment resolution, letter of appointment, or copy of the meeting minutes of the legislative authority recording the appointment.

[Statutory Authority: Chapter 36.78 RCW. WSR 17-11-037, § 136-12-045, filed 5/11/17, effective 6/11/17. Statutory Authority: Chapter 36.79 RCW. WSR 02-18-018, § 136-12-045, filed 8/22/02, effective 9/22/02.]

WAC 136-12-060 Failure to comply. In the case of vacancy or change, if a county fails to comply with any portion of WAC 136-12, notification is not received within the time frame established in WAC 136-12-045, the matter ~~of the vacancy~~ will be considered at the next regular meeting of the county road administration board. The county road administration board may take any action regarding county forces construction, the

~~county's motor vehicle fuel tax distribution, county arterial preservation program eligibility or rural arterial program eligibility it deems appropriate: require that all construction by county forces projects be shut down and/or that all distribution of gas tax funds to the county cease:~~ Provided

however, that it may continue to grant reasonable extensions in the event the affected county can give adequate proof or demonstrate at the next regularly scheduled board meeting that a diligent effort has been made to secure the services of a qualified professional civil engineer.

[Statutory Authority: Chapter 36.78 RCW. WSR 17-11-037, § 136-12-060, filed 5/11/17, effective 6/11/17; WSR 09-23-044, § 136-12-060, filed 11/9/09, effective 12/10/09. Statutory Authority: Chapter 36.79 RCW. WSR 02-18-018, § 136-12-060, filed 8/22/02, effective 9/22/02; WSR 99-01-021, § 136-12-060, filed 12/7/98, effective 1/7/99. Statutory Authority: RCW 36.78.080. WSR 90-07-074 (Order 74), § 136-12-060, filed 3/21/90, effective 4/21/90; Regulation 1, § 136-12-060, filed 12/13/67.]

WAC 136-12-070 County engineer in counties that choose to employ a part-time county engineer or a contract county engineer. When the county legislative authority chooses to employ a county engineer on a part-time basis the terms of such

employment shall be set forth in a contract adopted by resolution of the legislative authority. Such contract shall specify, but need not be limited to: Statement of legal responsibility, salary or wage arrangements, meetings with the legislative authority, travel expenses and relationship with regular employees. A copy of such resolution and contract shall be forwarded to the office of the county road administration board within five working days of adoption.

When the legislative authority chooses to contract with another county for services such contract shall be approved by resolution of both legislative authorities. Such contract shall specify, but need not be limited to: Statement of legal responsibility, salary or wage arrangements, meetings with the legislative authority, travel expenses and relationship with regular employees. A copy of the contract and both resolutions shall be forwarded to the office of the county road administration board within five working days of adoption by both counties. Any such contract shall be in accordance with the procedures of the Interlocal Cooperation Act, chapter 39.34 RCW.

[Statutory Authority: Chapter 36.79 RCW. WSR 02-18-018, § 136-12-070, filed 8/22/02, effective 9/22/02; WSR 99-01-021, § 136-12-070, filed 12/7/98, effective 1/7/99. Statutory Authority: RCW 36.78.070 and 36.79.060. WSR 96-17-013, § 136-12-070, filed 8/12/96, effective 9/12/96. Statutory Authority: RCW 36.78.080. WSR 90-07-074 (Order 74), § 136-12-070, filed 3/21/90, effective 4/21/90; Order 13, § 136-12-070, filed 12/26/69.]

WAC 136-12-080 Supervision of non-engineering county

engineer duties ~~Assistant county engineer~~ in counties with a part-time county engineer or a contract county engineer. When a legislative authority of a county chooses to employ a county licensed professional civil engineer on a part-time basis or contract with another county for the services of its licensed professional civil county engineer, it shall designate by resolution a full-time employee ~~as assistant county engineer.~~ In such cases, the designated assistant county engineer shall to perform the day to day supervision of the ~~road department under the~~ county engineer duties not requiring a professional civil engineering license in accordance with policies established by the legislative authority.

[Statutory Authority: Chapter 36.79 RCW. WSR 02-18-018, § 136-12-080, filed 8/22/02, effective 9/22/02. Statutory Authority:

RCW 36.78.070 and 36.79.060. WSR 96-17-013, § 136-12-080, filed 8/12/96, effective 9/12/96. Statutory Authority: RCW 36.78.080. WSR 90-07-074 (Order 74), § 136-12-080, filed 3/21/90, effective 4/21/90; Order 13, § 136-12-080, filed 12/26/69.]

Chapter 136-14 WAC

STANDARDS OF GOOD PRACTICE—PRIORITY PROGRAMMING

Last Update: 12/7/98

WAC

136-14-010 Purpose and authority.

136-14-020 Application.

136-14-030 Process.

136-14-040 Application of process.

136-14-050 Certification.

136-14-060 Inventory records.

WAC 136-14-010 Purpose and authority. The requirement to develop and adopt both long range and short range programs as a prerequisite to road construction is established in RCW

[36.79.080](#), 36.81.121 and 36.81.130. Numerous studies have shown that road construction needs far exceed available revenue.

Priority programming is the development and application of techniques designed to rank any array of potential projects in order of importance to serve as a guide in assisting a county legislative authority in the formulation of road programs and

distribution of limited resources. Priority programming procedures for counties must be adaptable to a wide variety of situations.

[Statutory Authority: Chapter 36.79 RCW. WSR 99-01-021, § 136-14-010, filed 12/7/98, effective 1/7/99. Statutory Authority: RCW 36.78.070. WSR 90-07-075 (Order 75), § 136-14-010, filed 3/21/90, effective 4/21/90; Order 16, § 136-14-010, filed 7/22/71.]

WAC 136-14-020 Application. Priority programming techniques shall be applied in the ranking of all potential projects on the ~~arterial~~ road system of each county. They may be applied to all road and bridgearterial projects combined in a single group, or may be applied to individual functional classes of roadsarterials and further subdivided into rural and urban systems if desired. Priority programming will not be required, but is recommended, for the local access road system with the exception of bridges on the local access road system.

[Statutory Authority: RCW 36.78.070. WSR 90-07-075 (Order 75), § 136-14-020, filed 3/21/90, effective 4/21/90; Order 16, § 136-14-020, filed 7/22/71.]

WAC 136-14-030 Process. Each county engineer will be required to develop a priority programming process tailored to

meet the overall roadway system development policy determined by his or her county legislative authority. Items to be included and considered in the technique for roads shall include, but need not be limited to the following:

- (1) Traffic volumes;
- (2) Roadway condition;
- (3) Geometrics;
- (4) Safety and accident history; and
- (5) Matters of significant local importance.

The manner in which these various items are treated may vary from county to county.

Bridge priorities shall be established in accordance with WAC 136-20-060.

~~Accident records may be considered where their use will make a legitimate contribution.~~ A description of the priority programming technique to be used shall be submitted by each county engineer to the county road administration board.

The county road administration board, upon request, will provide assistance to counties in the development, evaluation or

modification of their priority programming process in order to meet the requirements of this rule.

[Statutory Authority: Chapter 36.79 RCW. WSR 99-01-021, § 136-14-030, filed 12/7/98, effective 1/7/99. Statutory Authority: RCW 36.78.070 and 36.79.060. WSR 96-17-013, § 136-14-030, filed 8/12/96, effective 9/12/96. Statutory Authority: RCW 36.78.070. WSR 90-07-075 (Order 75), § 136-14-030, filed 3/21/90, effective 4/21/90; Order 3388, § 136-14-030, filed 4/7/72; Order 16, § 136-14-030, filed 7/22/71.]

WAC 136-14-040 Application of process. The priority programming process for roads shall be applied by the county engineer to all potential arterial, collector and bridge projects in the county, and to local access road projects if directed by the legislative authority. The resulting priority array shall be updated not later than ~~June 1st of each odd-numbered year~~ the first Monday in October and shall be consulted together with bridge priorities by the county legislative authority and county engineer during the preparation of the proposed six-year transportation program as described in chapter 136-15 WAC.

[Statutory Authority: Chapter 36.79 RCW. WSR 99-01-021, § 136-14-040, filed 12/7/98, effective 1/7/99. Statutory Authority:

RCW 36.78.070 and 36.79.060. WSR 96-17-013, § 136-14-040, filed 8/12/96, effective 9/12/96. Statutory Authority: RCW 36.78.070. WSR 90-07-075 (Order 75), § 136-14-040, filed 3/21/90, effective 4/21/90; Order 25, § 136-14-040, filed 1/27/75; Order 3388, § 136-14-040, filed 4/7/72; Order 16, § 136-14-040, filed 7/22/71.]

WAC 136-14-050 Certification. In order to assure that priority arrays were available and were consulted during the preparation of the proposed six-year transportation program each year, the resolution of adoption of such program by each legislative authority shall include assurances to this effect. A copy of the adopting resolution shall be forwarded to the county road administration board together with the six-year transportation program.

[Statutory Authority: RCW 36.78.070 and 36.79.060. WSR 96-17-013, § 136-14-050, filed 8/12/96, effective 9/12/96. Statutory Authority: RCW 36.78.070. WSR 90-07-075 (Order 75), § 136-14-050, filed 3/21/90, effective 4/21/90; Order 25, § 136-14-050, filed 1/27/75; Order 16, § 136-14-050, filed 7/22/71.]

WAC 136-14-060 Inventory records. Each priority programming process will be based, at least in part, on existing road conditions. It is required, therefore, that in each county an adequate road inventory system be maintained. The inventory

system shall be updated no later than May 1st of each year to reflect work done and improvements made during the previous year in accordance with requirements of chapter 136-60 WAC.

[Statutory Authority: Chapter 36.79 RCW. WSR 99-01-021, § 136-14-060, filed 12/7/98, effective 1/7/99. Statutory Authority: RCW 36.78.070 and 36.79.060. WSR 96-17-013, § 136-14-060, filed 8/12/96, effective 9/12/96. Statutory Authority: RCW 36.78.070. WSR 90-07-075 (Order 75), § 136-14-060, filed 3/21/90, effective 4/21/90; Order 16, § 136-14-060, filed 7/22/71.]

Chapter 136-15 WAC

STANDARDS OF GOOD PRACTICE PROCEDURES FOR PREPARATION OF
SIX-YEAR TRANSPORTATION PROGRAMS

Last Update: 8/7/13

WAC

- 136-15-010 Purpose and authority.
- 136-15-020 Contents of six-year program.
- 136-15-030 Road fund revenue and expenditure analysis.
- 136-15-040 Program listings of specific projects.
- 136-15-045 RAP projects in the six-year program.
- 136-15-050 Adoption and submittal of six-year program.

[136-15-055 Modification of program](#)

- 136-15-060 Conflicts with WSDOT and TIB authority.

WAC 136-15-010 Purpose and authority. RCW 36.81.121 requires the preparation and annual updating of a six-year comprehensive transportation program. The program shall be adopted by the county legislative authority at any time before adoption of the annual budget and shall include all anticipated

road and bridge construction projects, capital ferry expenditures, paths and trails projects and any other specified capital outlays for the following six-year period. The purpose of this chapter is to implement these statutory requirements with assurance that the program is based on a realistic assessment of available funding during the program period.

[Statutory Authority: Chapter 36.79 RCW. WSR 99-01-021, § 136-15-010, filed 12/7/98, effective 1/7/99. Statutory Authority: RCW 36.81.121. WSR 97-24-068, § 136-15-010, filed 12/2/97, effective 1/2/98. Statutory Authority: RCW 36.78.070 and 36.79.060. WSR 96-17-013, § 136-15-010, filed 8/12/96, effective 9/12/96. Statutory Authority: Chapter 36.78 RCW. WSR 88-16-017 (Order 68), § 136-15-010, filed 7/25/88.]

WAC 136-15-020 Contents of six-year program. Each adopted program shall designate the six-year time period included, the name of the county, the county number as assigned by the state office of financial management, the date(s) of the public hearing held to provide public input to the program, the date of the adoption by the legislative authority and the adopting resolution number. The adopted program for submittal to the county road administration board shall consist of two parts:

(1) A road fund revenue and expenditure analysis for the six-year time period; and

(2) A program listing of specific projects.

[Statutory Authority: Chapter 36.79 RCW. WSR 99-01-021, § 136-15-020, filed 12/7/98, effective 1/7/99. Statutory Authority: RCW 36.78.070 and 36.79.060. WSR 96-17-013, § 136-15-020, filed 8/12/96, effective 9/12/96. Statutory Authority: Chapter 36.78 RCW. WSR 88-16-017 (Order 68), § 136-15-020, filed 7/25/88.]

WAC 136-15-030 Road fund revenue and expenditure analysis.

The road fund revenue and expenditure analysis shall include the county's best estimates of future road fund revenues and expenditures over each year of the six-year program period.

The anticipated revenues should include a line item for motor vehicle fuel tax, the road levy after diversion, federal transportation program grants (by program), TIB funds, RATA funds, RID funds, public works trust fund loans, state forest funds, federal forest funds, and other miscellaneous revenues.

The anticipated road fund expenditures should include line items for administration, maintenance, facilities, transfers and loan repayments, reimbursable work and miscellaneous

expenditures and shall show by subtraction the amount available for construction during each year of the program period.

[Statutory Authority: Chapter 36.79 RCW. WSR 99-01-021, § 136-15-030, filed 12/7/98, effective 1/7/99. Statutory Authority: Chapter 36.78 RCW. WSR 88-16-017 (Order 68), § 136-15-030, filed 7/25/88.]

WAC 136-15-040 Program listings of specific projects.

This listing shall include projects having an estimated cost approximately equal to the anticipated revenues for projects during the program period, clearly identifying those projects (1) for which funding is reasonably assured; (2) for which funds are not specifically assured but are within expected levels of existing programs for the applicable year; and (3), if desired, those which are unfunded within currently anticipated resources. Because of the possibility of unforeseen future circumstances at the time of approval of the six-year program, the above construction funding classification for any project shall not be considered final, but only an indication of the relative certainty of the various proposed projects.

It is recommended that provision be made in the program for one or more generic projects each year for improvements such as

miscellaneous safety projects, new culvert and small bridge construction and other minor improvements.

[Statutory Authority: Chapter 36.78 RCW. WSR 88-16-017 (Order 68), § 136-15-040, filed 7/25/88.]

WAC 136-15-045 RAP projects in the six-year program. Each county's six-year transportation program shall include all projects for which the county is seeking RATA funds during the succeeding biennium. The six-year transportation program may include a general subprogram item of which RAP projects, although not specifically listed, may be a part. A county may only include a proposed RAP project within a subprogram item if:

(1) The project(s) is not rehabilitation or reconstruction in scope;

(2) The specific listing of projects used for support of the general subprogram item was made available to the public at the time of six-year program adoption;

(3) The county provides the county road administration board with the specific project listing in writing, citing the subprogram that includes the specific project.

[Statutory Authority: Chapter 36.78 RCW. WSR 13-16-105, § 136-15-045, filed 8/7/13, effective 9/7/13. Statutory Authority:

Chapter 36.79 RCW. WSR 99-01-021, § 136-15-045, filed 12/7/98, effective 1/7/99.]

WAC 136-15-050 Adoption and submittal of six-year program.

A six-year program shall be adopted by resolution of the county legislative authority after appropriate public hearing at any time before adoption of the annual budget. The resolution of adoption shall include reference to availability of:

(1) A priority array as required by WAC 136-14-050;

(2) An engineer's bridge condition report as required by WAC 136-20-060; and

(3) The multiyear financing plan of the transportation element of the county's comprehensive plan if required by chapter 36.70A RCW.

Within thirty days of adoption, the county legislative authority shall submit the six-year program to the county road administration board.

[Statutory Authority: Chapter 36.79 RCW. WSR 99-01-021, § 136-15-050, filed 12/7/98, effective 1/7/99. Statutory Authority: RCW 36.81.121. WSR 97-24-068, § 136-15-050, filed 12/2/97, effective 1/2/98. Statutory Authority: Chapter 36.78 RCW. WSR 88-16-017 (Order 68), § 136-15-050, filed 7/25/88.]

136-15-055
Modification of program

The adopted six-year program may not be revised except by a majority vote of the members of the legislative authority who are present when the vote is taken. Such revisions shall be by resolution of the legislative authority and only after a public hearing thereon. A copy of such resolution shall be forwarded to the county road administration board as part of the annual certification for that calendar year.

WAC 136-15-060 Conflicts with WSDOT and TIB authority.

Nothing in this rule shall eliminate or modify any requirements or procedures or authorities of either the Washington state department of transportation or the transportation improvement board as codified in the Revised Code of Washington or as adopted in the Washington Administrative Code.

[Statutory Authority: Chapter 36.78 RCW. WSR 88-16-017 (Order 68), § 136-15-060, filed 7/25/88.]



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Open Government Training

Welcome to the Open Government Training web page of the Office of the Attorney General.

State Laws. Washington's open government requirements are in state law. Open public records laws are at [RCW 42.56](#). Open public meetings laws are at [RCW 42.30](#) and [RCW 42.32](#). These are Washington's "sunshine laws." In addition, records management and retention laws are at [RCW 40.14](#).

Training is Required. Effective July 1, 2014, the Open Government Trainings Act (ESB 5964) requires many public officials and all agency records officers to receive training ([RCW 42.56.150](#); [RCW 42.56.152](#); [RCW 42.30.205](#)). Here is guidance from the Office of the Attorney General: [Open Government Trainings Act Q & A, 2017 supplement to the Q & A](#).

Why Training is Critical. Public agencies must have a good command of these laws. Training is a key component in correctly implementing and complying with the laws. Training is an important risk management tool. Training can help establish a "culture of compliance" within an agency. Training can help avoid or reduce litigation and its costs. Violations of the open public records and meetings laws can result in penalties, as well as a breakdown in confidence in government.

Training Resources. The Office of the Attorney General provides model rules for complying with the open public records laws, and technical assistance and training on open public records and open public meetings laws. On this web page, the office also provides access to other free online resources for open government training. As more resources become available, they will be posted or linked here.