

Minutes
County Road Administration Board
October 23-24, 2008
CRAB Office – Olympia, Washington

Members Present: Dean Burton, Garfield County Commissioner, Chair
 Jim Whitbread, PE, Stevens County Engineer, Vice-Chair
 Doug Mattoon, Asotin County Commissioner, Second
 Vice-Chair
 David Carey, Walla Walla County Commissioner
 John Koster, Snohomish County Councilmember
 Brian Stacy, PE, Pierce County Engineer
 Andrew Woods, PE, Columbia County Engineer

Members Absent: Marc Boldt, Clark County Commissioner
 Ray Thayer, Klickitat County Commissioner

Staff Present: Jay Weber, Executive Director
 Walt Olsen, Deputy Director
 Steve Hillesland, Assistant Director
 Karen Pendleton, Executive Assistant
 Jeff Monsen, Intergovernmental Policy Manager
 Larry Pearson, Maintenance Programs Manager
 Randy Hart, Grant Programs Manager
 Bob Moorhead, Compliance and Data Analysis Manager
 Rhonda Mayner, Secretary
 *Elizabeth Lagerberg, CRAB Legal Counsel
 **Jim Ayres, Design Systems Engineer
 **Bob Davis, Systems Manager
 **Jim Oyler, Support Specialist
 **Don Zimmer, Road System Inventory Manager

Guests: *Russell Esses, PE, Grays Harbor County Engineer
 *Doug D'Hondt, PE, Kittitas County Engineer
 *Don Ramsey, PE, Pend Oreille County Engineer
 *Reid Wheeler, PE, Wheeler Management Systems

*(*October 23, 2008 only)*

*(**October 24, 2008 only)*

CALL TO ORDER

Chair Burton called the County Road Administration Board quarterly meeting to order at 1:00 pm on Thursday, October 23, 2008, at the CRAB Office in Olympia.

CHAIR'S REPORT

Approve Agenda for the October 23-24, 2008 Meeting

Mr. Stacy moved to approve the agenda and Mr. Woods seconded. **Motion passed unanimously.**

Approve Minutes of July CRABoard Meeting

Second Vice-Chair Mattoon moved to approve the minutes of the July 24-25, 2008 CRABoard meeting and Mr. Stacy seconded. **Motion passed unanimously.**

RURAL ARTERIAL PROGRAM

Programs Status Report

Mr. Hart reviewed the RAP status report. There are 75 projects currently being funded. He noted that there is still one project from the 1993-95 biennium that has not been completed, but staff is monitoring its progress. CRAB has total anticipated revenue of \$452,781,431 through the 2009-11 biennium. \$357,525,790 has been expended to date. There are outstanding obligations of \$124,369,310.

Review of Proposed Arrays

Mr. Hart presented the proposed RAP regional funding arrays for the 2009-11 biennium. He noted that the average project cost is increasing. He reminded the Board that they will vote on allocation to projects at the April 2009 CRABoard meeting.

Resolution 2008-010 – Apportionment of RATA Revenue

Mr. Hart presented Resolution 2008-010 – apportionment of RATA revenue, which approves that \$5,021,673 now credited to RATA be apportioned to the regions by the established 2007-2009 biennium regional percentages after setting aside \$112,208 for administration.

Mr. Woods moved and Second Vice-Chair Mattoon seconded to approve Resolution 2008-010, Apportionment of RATA Revenue. **Motion carried unanimously.**

2R Criteria for RAP

Mr. Hart reported on the feasibility and potential criteria for a 2R-type funding program through the Rural Arterial Trust Account. He noted that staff has reviewed the existing statutes and believes that as long as any proposed 2R projects are on the county's Six-Year Transportation Improvement Program, and are compared based on the five criteria listed in statute, there does not appear to be any statutory problem with adopting 2R criteria.

After briefing the Board on the history of 2R projects in RAP and reviewing the

proposed 2R program and statutes, he concluded that staff finds the best way to apply 2R-type projects is to include them in the standard call in January of even years, and allow counties to submit them during the regular cycle along with other project types.

Mr. Whitbread noted and Mr. Woods concurred that most counties would welcome this type of funding, as preservation dollars stretch further than construction dollars, and in the current economy many counties are struggling to meet maintenance and preservation needs. In discussion, the general consensus of the Board was that this type of funding is becoming more necessary.

Mr. Weber stated that staff will begin to look at criteria for establishing a call for 2R-type projects and bring their recommendations back before the Board. Mr. Hart presented an example of potential criteria.

Grays Harbor County Project Request

Mr. Hart noted that Grays Harbor County has requested \$270,000 in RATA funding for Middle Satsop Road in accordance with WAC 136-163-010 - "Allocation of RATA funds to emergent and emergency projects."

Mr. Hart introduced Mr. Esses.

Mr. Hart reported that the CRABoard approved \$540,000 in RATA funding for this project in April 1999. The total project estimate was \$1,500,000. In April 2006 the CRABoard approved \$270,000 in increased funding for the project due to unforeseen fish passage and permitting issues. The cost estimate at that time was \$3,000,000, and RATA funding became \$810,000. By summer 2007, the county had constructed most of the project. It was wintered over, and final paving was scheduled for spring 2008.

On December 2, 2007 a high wind and rain storm with flooding caused serious damage to the project, resulting in over \$2,000,000 in repairs. The county declared an emergency on December 3, 2007, activating their Emergency Management Plan. On December 3, 2007 Governor Gregoire declared a statewide emergency, making Grays Harbor County eligible for Federal Emergency Relief funding.

Although soil boring tests had been performed prior to design of the original project, a deeper hard clay layer was not indicated. Heavy rainfall and flooding caused by the December storm saturated and destabilized the newly constructed sub-grade on top of the clay, allowing it to slide downhill. The damage repair work was over and above any scheduled project work the county had planned. The road had to be removed to the clay surface, where

under-drains and retaining walls were constructed in order to rebuild the road on a dewatered and secure foundation.

Total costs come to \$2,020,000. Grays Harbor is required to provide 13.5% matching, or \$270,000, of the total estimated cost, and requests that RATA be used for this match. The county acknowledges that any amount approved by the CRABoard will be deducted from the county's next biennium funding limit.

Staff reviewed the project site shortly after the storm event and also after completion of repairs. As required for RAP emergency funding the county declared an emergency as a result of a storm event. The governor also declared a statewide emergency, the extent of which qualified Grays Harbor County for Emergency Relief FHWA funding. Although the new road was not yet opened for public traffic since it was awaiting final paving, the storm damage made the road impassible to construction vehicles which would have been necessary to do the final paving. The road, in effect, was closed due to storm damage.

Given the extent of the storm damage and the county's and the governor's emergency responses, staff recommends \$270,000 be granted by the CRABoard as a match for FHWA funding, and that amount be deducted from Grays Harbor County's next biennium funding limit.

Following discussion and questions, Vice-Chair Whitbread moved and Councilmember Koster seconded to approve Grays Harbor County's request for \$270,000 in RATA funding for Middle Satsop Road, which will be deducted from Grays Harbor County's next biennium funding limit. **Motion passed unanimously.**

Mr. Esses thanked the Board for their assistance.

Kittitas County Project Request

Mr. Hart noted that Kittitas County has requested a scope reduction for the Nelson Siding Road project, reducing the design speed for three curves from 50 mph to 35 mph. He noted that CRAB staff has reviewed the project site and the scope change request. Based on the Local Agency Guidelines definition for 3R scope projects, the engineer has the option to post the safe speed for curves below full design rather than rebuild them, after considering the prevailing traffic speeds, vehicle type usage of the road, and lack of collisions related to the curves. The county has stated they will follow the Manual of Uniform Traffic Control Devices and post warning signs as appropriate.

The project will still accomplish the original slope flattening, widening, removing roadside hazards, and resurfacing as stated in the prospectus. Without the horizontal alignment improvements the project drops in score from 100.56 to

99.86 and yet retains its original rank on the SE Region priority array. CRAB staff therefore recommends the CRABoard approve this scope reduction with no change in RATA funding.

Mr. Hart introduced Mr. D'Hondt, who gave further background information.

Following discussion and questions, Councilmember Koster moved and Mr. Woods seconded to approve Kittitas County's request for a scope reduction for the Nelson Siding Road project. **Motion passed unanimously.**

Okanogan County Project Request

Mr. Hart noted that Okanogan County has requested a scope reduction for the RATA-funded Twisp River Road project to reduce the roadway width chosen for the project from 30 ft to 28 ft, with a corresponding reduction in RATA funding.

He noted that staff has reviewed the county's request and the project site. The width of the unimproved road is 26 feet. With the proposed width of 28 feet, the project would retain its ranking on the 2003-05 array in which it was funded. At the field review, however, staff discovered that the project was nearly complete, with the widening to 28 ft already done, and one shot BST applied. Two more shots will be placed next spring.

During discussion, the issue was raised that as the project is essentially complete, the county may have broken its agreement to construct a 30-foot roadway as specified in its prospectus and the signed RAP contract.

Following discussion and questions, Second Vice-Chair Mattoon moved and Commissioner Carey seconded to withhold any further payments on the Twisp River Road project, and to instruct Okanogan County to appear before the Board at the January 2009 meeting to clarify the issue.

Mr. Weber noted that this option would allow staff time to consult in depth with Ms. Lagerberg, and to find out if the Okanogan Board of County Commissioners is aware of this issue. Mr. Olsen informed the Board that staff has considered adding WAC language specifically addressing scope changes. Mr. Whitbread maintained that the county has broken their contract with CRAB and should not only be denied further payments but also be required to repay the \$41,310 dispersed to date. Mr. Hart noted that the project has not yet been declared completed, and the Board has the option of requiring Okanogan County to either finish the project as contracted or repay all funds received.

Motion passed unanimously.

Chair Burton called for a 5 minute recess.

Pend Oreille County Project Request #1

Mr. Hart noted that Pend Oreille County has requested that the CRABoard waive the reimbursement of expended RATA funds used for design of the withdrawn Fertile Valley Road project.

The Pend Oreille County Board of Commissioners has requested this waiver in writing per its letter dated October 13, 2008, thereby responding to the issues specified in WAC 136-167-030, "Termination of Approved Project after RATA Reimbursement". The county has pursued the project design in good faith. Those efforts in design will not be lost in the event the county gains funding for Fertile Valley Road in the next biennium, in which the county has submitted a new RATA funding request totaling \$2,087,000. Staff therefore recommends waiving the reimbursement of the \$52,052.97 spent by Pend Oreille County on Fertile Valley Road RAP project 2603-01.

Mr. Hart introduced Mr. Ramsey, who gave background information.

Mr. Whitbread expressed concern that the proposed improvements were not required by law but merely desired by adjacent property owners. Concern was also expressed at the large increase between the original submittal and new figures. Mr. Woods noted that the new submittal falls 19th on the prospectus, indicating it probably will not qualify for funding in the Northeast Region in the next biennium.

Following discussion and questions, Councilmember Koster moved and Second Vice-Chair Mattoon seconded to approve Pend Oreille County's request that the CRABoard waive the reimbursement of expended RATA funds of \$52,052.97 used for design of the withdrawn Fertile Valley Road project. Vote was three members for and three against. Chair Burton broke the tie by voting against the motion. **Motion failed.**

Pend Oreille County Project Request #2

Mr. Hart noted that Pend Oreille County has requested that the CRABoard waive the reimbursement of expended RATA funds used for design and permitting costs of the withdrawn Usk Bridge. The bridge was originally approved for replacement, but costs sharply escalated and federal funding has been withdrawn and the bridge will now be rehabilitated, which renders it ineligible for RAP funding.

Mr. Ramsey gave further background information.

After Board discussion and questions, Vice-Chair Whitbread moved and Councilmember Koster seconded to approve Pend Oreille County's request that the CRABoard waive the reimbursement of expended RATA funds used for

design of the withdrawn Usk Bridge project. **Motion passed unanimously.**

DIRECTOR'S REPORT

Director's Activities

Mr. Weber reported on his recent activities within the counties.

2009 Meeting Schedule

Mr. Weber presented staff's recommendations for the 2009 CRABoard meeting schedule. He noted that two possible dates have been given for the January meeting.

Following discussion, Second Vice-Chair Mattoon moved to approve the 2009 CRABoard Meeting schedule, with the first meeting set for January 22-23, and Councilmember Koster seconded. **Motion passed unanimously.**

Approve Annual Certification Form

Mr. Weber noted that there are no changes to this year's form aside from the usual date changes.

Second Vice-Chair Mattoon moved to approve the 2008 Annual Certification Form and Mr. Stacy seconded. **Motion passed unanimously.**

POG Update

Mr. Weber discussed his recent participation in the Priorities of Government forums. He noted that it is supposed to inform the budget process by rating activities, although the budget is funded at the program level.

BUDGET REPORT

2007-09 Current Budget Status

Mr. Weber noted that the current budget has a positive cash flow due to the ability to develop a maintenance management system in-house rather than purchasing outside services. He stated that if any funds remain in RAP or CAPP allotments, staff historically turns those funds back into those programs. He currently expects a positive variance of approximately \$150,000 by the end of the biennium.

2009-11 Budget Submittal

Mr. Weber informed the Board that the 2009-11 budget request of \$89,230,000 has been submitted to the Office of Financial Management. He noted that there is a reduction in grants due to future fuel tax forecasts.

DEPUTY DIRECTOR'S REPORT

County Engineers/Public Works Directors

Mr. Olsen announced the following changes:

1. By letter on August 11, 2008, Mason County announced that Bill Tabor, PE, has resigned as County Engineer effective October 3, 2008. By letter on September 17, 2008, Mason County announced that Bob Thuring, PE, was appointed as County Engineer effective October 3, 2008.
2. By letter on October 3, 2008, Chelan County announced that Greg Pezoldt has resigned as Public Works Director, effective September 30, 2008 and Jolene Gosselin-Campbell was named interim Public Works Director, effective October 1, 2008.

County Visits

Official County Visits to the following counties were conducted:

Review and assistance contacts and visits:

- Pend Oreille County

Ferry County Corrective Action Plan Reports were received from:

- County Engineer's Office for July 2008 on August 14, 2008
- County Engineer's Office for August 2008 on September 9, 2008
- County Engineer's Office for September 2008 on October 7, 2008
- Board of County Commissioners for 3rd Quarter of 2008 on October 1, 2008

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 ***35*** audit reports representing ***24*** counties since the July 2008 board meeting. **Any audits, with county name in bold print, revealed substantive findings involving County Road Funds**, specifically:

1. Grays Harbor County: SAO # 75070 & 75071, issued on August 4, 2008, covering the period from January 1, 2007 to December 31, 2007. These reports covered both financial and accountability audits, updated no previous findings and issued no new findings.
2. Chelan County: SAO # 75076 & 75077, issued on August 11, 2008, covering the period from January 1, 2007 to December 31, 2007. These reports covered both financial and accountability audits, updated one previous finding (not involving County Road funds) and issued two new findings (none involving County Road funds).
3. Ferry County: SAO # 75086 & 75087, issued on August 11, 2008, covering the period from January 1, 2007 to December 31, 2007. These reports covered both financial and accountability audits, updated one previous finding (not involving County Road funds) and issued two new findings (none involving County Road funds).
4. Benton County: SAO # 75108, issued on August 18, 2008, covering the period from January 1, 2007 to December 31, 2007. This report covered the financial audit only, updated no previous findings and issued no new findings.
5. Douglas County: SAO # 75114, issued on August 18, 2008, covering the period from January 1, 2007 to December 31, 2007. This report covered the financial audit only, updated no previous findings and issued no new findings.
6. Stevens County: SAO # 75136, issued on August 18, 2008, covering the period from January 1, 2007 to December 31, 2007. This report covered the financial audit only, updated no previous findings and issued no new findings.
7. **Whatcom County: SAO # 75129 & 75130**, issued on August 18, 2008, covering the period from January 1, 2007 to December 31, 2007. These reports covered both financial and accountability audits, updated no previous findings, and issued one new findings, involving County Road funds. *The County did not have a written certification of suspension and debarment for this contractor nor did the County perform any other procedures, such as checking the federal excluded parties list issued by the U.S. General Services Administration, to ensure compliance with suspension and debarment requirements. The County received this federal funding from the Lummi Tribe. The County feels the Tribe did not adequately inform it that this was a federal award, which resulted in the County failing to account for this award through its regular grant internal control process. However, the State Auditor's Office was able to verify that the vendor paid by the County was not suspended or debarred. Therefore, SAO did not question costs.*

8. Thurston County: SAO # 75189 & 75190, issued on September 2, 2008, covering the period from January 1, 2007 to December 31, 2007. These reports covered both financial and accountability audits, updated no previous findings and issued no new findings.
9. **Spokane County: SAO #75226 & 75381**, issued on September 15, 2008 & September 29, 2008, covering the period from January 1, 2007 to December 31, 2007. These reports covered both financial and accountability audits, updated three previous findings and issued seven new findings, two involving County Road Funds:
 - *The County did not have internal controls in place to ensure compliance with federal grant requirements: The County does not have documentation to support how it determined the rates it charged for County-owned equipment used to assist with highway construction projects. During 2007, the County charged federal grants \$82,412 for the use of County equipment. Without support for the rates, the County cannot ensure amounts charged to the grant are reasonable.*
 - *The County does not have documentation to support a markup charged on supplies and materials used on projects. During 2007, the County charged the grant for \$5,766 more than the actual cost of materials and supplies without having documentation supporting the markup, which was justified as "overhead."*
 - *In addition to its federal grants, the County also charged its state-funded grants for \$1,958 more than the cost of material used in projects without documentation supporting the overhead charges and \$54,360 for equipment rental without having documentation to support the rates charged.*
 - *The County passed a resolution to increase the County Road Fund budget by \$500,000 due to a sharp increase in the cost of building materials. This was an after-the-fact amendment to the 2006 County Road Fund budget. After the amendment, the 2006 County Road Fund expenditures still exceeded the authorized budget by more than \$2 million.*
10. Pierce County: SAO # 75221, issued on September 15, 2008, covering the period from January 1, 2007 to December 31, 2007. This report covered the financial audit only, updated no previous findings and issued no new findings.
11. Skamania County: SAO # 75222, issued on September 15, 2008, covering the period from January 1, 2007 to December 31, 2007. This report covered the financial audit only, updated no previous findings and issued no new findings.

12. Wahkiakum County: SAO # 75210, issued on September 15, 2008, covering the period from January 1, 2007 to December 31, 2007. This report covered the financial audit only, updated one previous finding (not involving County Road funds) and issued no new findings.
13. Adams County: SAO # 75289 & 75290, issued on September 22, 2008, covering the period from January 1, 2007 to December 31, 2007. These reports covered both financial and accountability audits, updated no previous findings and issued no new findings.
14. Columbia County: SAO # 75270, issued on September 22, 2008, covering the period from January 1, 2007 to December 31, 2007. This report covered the financial audit only, updated no previous findings and issued no new findings.
15. King County: SAO # 75323, issued on September 22, 2008, covering the period from January 1, 2007 to December 31, 2007. This report covered the financial audit only, updated one previous finding (not involving County Road funds) and issued no new findings.
16. Pacific County: SAO # 75321 & 75322, issued on September 22, 2008, covering the period from January 1, 2007 to December 31, 2007. These reports covered both financial and accountability audits, updated one previous finding (not involving County Road funds) and issued no new findings.
17. San Juan County: SAO # 75304 & 75305, issued on September 22, 2008, covering the period from January 1, 2007 to December 31, 2007. These reports covered both financial and accountability audits, updated two previous finding (not involving County Road funds) and issued one new findings (none involving County Road funds).
18. **Skagit County: SAO # 75266 & 75267**, issued on September 22, 2008, covering the period from January 1, 2007 to December 31, 2007. These reports covered both financial and accountability audits, updated three previous finding (one involving County Road funds – Fully Resolved) and issued three new findings (none involving County Road funds).
19. Snohomish County: SAO # 75291, issued on September 22, 2008, covering the period from January 1, 2007 to December 31, 2007. This report covered the financial audit only, updated no previous findings and issued no new findings.

20. **Clallam County: SAO # 75399**, issued on September 29, 2008, covering the period from January 1, 2007 to December 31, 2007. This report covered the financial audit only, updated one previous finding involving County Road funds (Fully Corrected) and issued one new finding, involving County Road funds. *The Schedule of Expenditures of Federal Awards (SEFA) was not accurate. The County's grants are managed at the departmental level. Department staff responsible for the administration and reporting of federal awards did not provide accurate information to the County Administrator's Office, which prepares the SEFA. The employee responsible for preparing the SEFA did not validate the information provided by the various departments. In addition, the completed SEFA was not reviewed for accuracy. Departmental staff responsible for reporting federal awards to the County Administrator's Office lacked the necessary training to accurately provide the information needed to prepare the SEFA. The County's internal controls over federal grant reporting did not include sufficient monitoring procedures to prevent inaccurate reporting. During our review of the SEFA, we noted the following errors:*
- *The County incorrectly included a \$1,800,000 road permit fee on the SEFA as a grant.*
 - *The amount reported for CFDA 20.205 was revised two times. The first revision included total project expenditures, not just federal expenditures, which resulted in expenditures being over-stated by \$865,272. The second revision corrected this and resulted in an increase of \$57,550 from the original SEFA.*
21. **Clark County: SAO # 75334 & 75335**, issued on September 29, 2008, covering the period from January 1, 2007 to December 31, 2007. These reports covered both financial and accountability audits, updated no previous findings and issued no new findings.
22. **Cowlitz County: SAO # 75355**, issued on September 29, 2008, covering the period from January 1, 2007 to December 31, 2007. This report covered the financial audit only, updated no previous findings and issued no new findings.
23. **Franklin County: SAO # 75371**, issued on September 29, 2008, covering the period from January 1, 2007 to December 31, 2007. This report covered the financial audit only, updated no previous findings and issued one new finding (none involving County Road funds).
24. **Okanogan County: SAO # 75388**, issued on September 29, 2008, covering the period from January 1, 2007 to December 31, 2007. This report covered the financial audit only, updated no previous findings and issued no new findings.

Deputy Director's Activities

Mr. Olsen reported on his activities since the July meeting.

Ferry County Update

Mr. Weber noted that Ferry County has continued to meet their reporting requirements for the Day Labor Corrective Action Plan.

County Engineers' Training Update

Mr. Olsen reported that the next training will be held December 2-4 in the CRAB offices. Staff is working on updating the training materials to reflect current laws and trends.

Current WAC Rule Review

Mr. Moorhead outlined staff's recommended changes to the WAC's governing the Standards of Good Practice:

- As sections 136-14, 136-16, 136-18, and 136-60 come up for significant revisions, change titles to "Standards" instead of "Standard."
- As sections 136-04, 136-11 and 136-15 come up for significant revisions, add "Standards of Good Practice" to the title.
- 136-16: Instead of including the RCW requirements on Day Labor within this WAC, provide a reference to the RCW.
- 136-28: Time frames for returning County Location Coding Forms (CLCF) to the Traffic Data Office (TDO)

Potential amendment to WAC 136-20 to improve the timeliness of the County responses might include:

1. Require 75% of the CLCFs to be returned within 30 days of receipt, and 100% to be returned within 90 days of receipt. **OR**
2. Require 80% of the CLCFs to be returned within 60 days of receipt, and 100% to be returned within 120 days of receipt. **OR**
3. Require 90% of the CLCFs to be returned within six months of receipt, and 100% to be returned within 1 year of receipt.

- ✓ Question: Should the ultimate return rate be 100%, or should it be something like 90% or 95%? It is very possible that some CLCF forms sent out by the TDO will lack adequate information for an accurate response from the County.
- ✓ The current WAC has provisions for a response that the collision did not occur on a county road. Should there be an allowable response for "inadequate information provided?"
- ✓ If the reason for a delay in submitting a CLCF is that the county road log is thought to be inaccurate, should there be a provision to respond with the current information, and then a subsequent

requirement to submit a corrected CLCF when the road log data are corrected?

- ✓ Considering the current backlog of CLCFs in some counties, should there be an implementation period of one to three years for the proposed deadlines?

4. Potential Overlaps With the Standards of Good Practice WACs

In WAC 136-40-030, the legislative authority is required to adopt a policy regarding accommodation of utilities on county road rights of way, as enumerated in WAC 136-40-020.

In WAC 136-50-055, the legislative authority is required to adopt a written policy regarding accommodation of utilities on county road rights of way. There is no reference to any other WAC.

Suggestion: Determine if the double reference to requiring a written policy regarding accommodation of utilities on county road rights-of-way can be modified to a single reference.

Chair Burton recessed the meeting at 4:28 pm on October 23, 2008. The CRABoard meeting will resume October 24, 2008 at 8:30 am.

County Road Administration Board
Friday, October 24, 2008

CALL TO ORDER

The second day of the fall CRABoard meeting was called to order by Chair Burton at 8:30 am on October 24, 2008.

INFORMATION SERVICES

Mr. Hillesland noted that there was a new Mobility release earlier this month and listed several of the included improvements. Feedback from the county users has been positive.

Mr. Ayres briefed the Board on the content of the presentations given at the 18th Annual Road Design Conference, held October 7-10, 2008 in Spokane.

Mr. Hillesland gave a preview of the new CRAB website Mr. Oyler is designing. The goal is to have the new site completed by January. Mr. Oyler noted that he is incorporating suggestions from staff and users of the site in order to make it more accessible and user-friendly, as well as more contemporary in design.

INTERGOVERNMENTAL POLICY MANAGER

Mr. Monsen reviewed topics he is following in federal and state transportation issues and policies. He noted that federal transportation issues appear to be dominated by financial interests rather than public policy.

During discussion of the possibility of federal economic stimulus funds being given to county transportation departments, Second Vice-Chair Mattoon raised the question of whether such monies could be used in conjunction with the RAP program. Staff was unsure and will research the issue.

MAINTENANCE MANAGEMENT

Mr. Pearson updated the Board on the counties' progress toward compliance with the Maintenance Management Standard of Good Practice. He noted that this is a time of more formal use of maintenance management programs before required reporting begins in 2009. The 2009 maintenance management program and budget is due by December 31, 2008. Concern was raised by Board members and Mr. Weber that some counties do not approve their upcoming budgets until December 31 or early January. Mr. Monsen raised the possibility of changing the due dates in the appropriate WAC's.

HEDLUND BRIDGE CONSTRUCTION

Mr. Whitbread gave a presentation on the construction of Stevens County's Hedlund Bridge. The project involved replacing a single lane steel truss bridge with a two-lane pre-stressed concrete structure spanning over 300 feet.

MISCELLANEOUS

Chair Burton noted that this will be Commissioner Carey's last CRABoard meeting as he is retiring after 34 years of public service. Chair Burton thanked Commissioner Carey for his many years of dedication to the CRABoard. Mr. Weber added his thanks on behalf of the staff. Commissioner Carey noted that he will miss being a part of this Board.

Meeting adjourned by Chair Burton at 10:34 am.

Chairman

ATTEST: _____