



AGENDA

County Road Administration Board
October 30-31, 2014
CRAB Office - Olympia, Washington

Thursday
1:00 PM

1 Call to Order

2 Chair's Report - Commissioner Snyder

- A. Approve October 30-31, 2014 Agenda
- B. Approve Minutes of July 31-August 1, 2014 CRABoard Meeting

Action	Enclosure
Action	Enclosure

3 Rural Arterial Program - Randy Hart, PE

- A. Program Status Report
- B. Federal Lands Access Program
- C. Review of Proposed 2015-17 Array
- D. Resolution 2014-007 - Apportion RATA Funds to Regions
- E. Project Update: Bigelow Gulch - Spokane County
- F. Project Requests
 - 1) Kittitas County
 - 2) Skagit County
 - 3) Wahkiakum County

Info	Enclosure
Info	Enclosure
Info	Enclosure
Action	Enclosure
Info	Enclosure
Action	Enclosure

4 Director's Report - Jay Weber

- A. Director's Activities
- B. 2015 Meeting Schedule
- C. Approve Annual Certification Form
- D. 2013-15 Current Budget Status
- E. 2015-17 Budget Submittal

Info	
Action	Enclosure
Action	Enclosure
Info	Enclosure
Info	Enclosure

5 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

RECESS

6:00 PM Dinner at Oyster House

Friday
8:30 AM

6 Call to Order

7 WSACE Managing Director Report - Gary Rowe

Info	
------	--

8 Staff Updates

- A. Questions on Public Records Training - Kimberly Frinell
- B. Information Technology - Steve Hillesland
- C. Compliance and Data Analysis - Derek Pohle, PE
- D. Intergovernmental Policy - Jeff Monsen, PE
- E. Maintenance Management - Bob Moorhead, PE

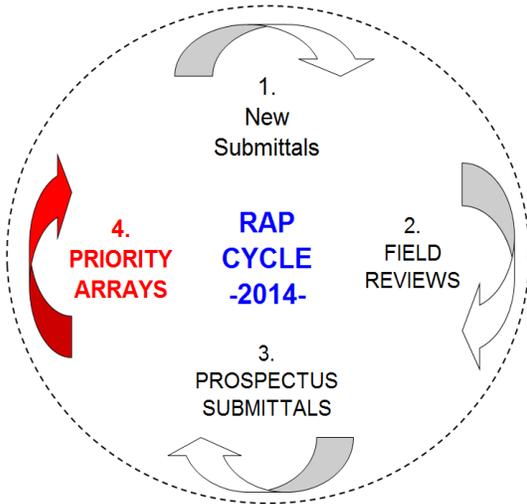
Info	Enclosure
Info	
Info	Enclosure
Info	Enclosure
Info	Enclosure

ADJOURN

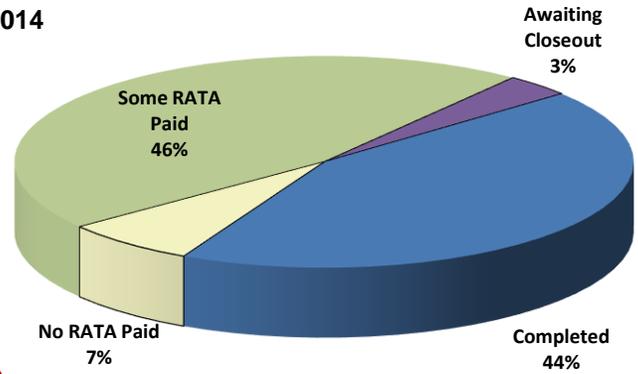
Chairman's Signature: _____

Attest: _____

RURAL ARTERIAL PROGRAM OCTOBER, 2014



**Projects Funded
2003 - 2014**



PROJECT STATUS:

Billing Phase	'83-'03	'03-'05	'05-'07	'07-'09	'09-'11	'11-'13	'13-'15	TOTAL
Completed	886	42	26	32	15	1	1	1003
Awaiting Closeout		1		1	2		2	6
Some RATA paid	1	2	2	13	28	1	35	82
No RATA Paid							12	12
TOTAL	887	45	28	46	45	2	50	1103

FUND STATUS

Anticipated Revenue to end of '13 - '15 Biennium:

Fuel tax receipts and interest to June, 2013	484,755,956
Estimated fuel tax receipts and interest July 2013 thru June 2015	37,234,413
Total estimated revenue	521,990,370

RAP Expenditures to date:

To Completed Projects	440,315,093
To Projects in Design or Under Construction	38,944,675
Administration	9,515,943
Total RATA spent	488,775,711

RAP Obligations:

RATA Balance on Current Active Projects	105,396,416
Pending funds to be allocated	
Estimated remaining administration through 2013 - 2015 biennium	410,000
Total RATA obligated	105,806,416

QTR2 - 2014 RATA ACTIVITY:

MONTH	BEGINNING BALANCE	MVFT REVENUE	INTEREST + Cash Rcpts	PROJECT PAYMENTS	#	ADMIN CHARGES	ENDING BALANCE
July	\$18,106,674.51	\$1,594,477.02	\$3,850.31	(1,028,224.34)	36	(36,265.23)	\$18,640,512.27
August	\$18,640,512.27	\$1,553,520.86	\$2,488.62	(205,583.94)	13	(37,467.62)	\$19,953,470.19
September	\$19,953,470.19	\$1,696,304.12	\$3,447.97	(1,694,475.33)	17	(\$36,404.97)	\$19,922,341.98
TOTALS:		\$4,844,302.00	\$9,786.9	(2,928,283.61)	66	(110,137.82)	

County Road Administration Board - October 30, 2014

Overview of Federal Land Access Program (FLAP) Proposals

- Projects were submitted July 18, 2014 Requesting >\$30Million
- Evaluated September 30, 2014
- Will be programmed for funding in November, 2014

Eligibility:

Transportation facilities that adjoin or provide access to any federal land
Application must be jointly signed by Commissioner / Executive and Federal
Land Management Agency(ies)

Proposal Types:

Transportation Planning
RC, 3R, 2R
Parking
Pedestrian and Bicycle
Environmental Mitigation (habitat connectivity)
Rest areas, sanitary / water
Operation and maintenance of Transit Facilities

Program amounts:

13 million per year, 13.5% matching - Programming for 2017 and 2018 construction
Strong support for projects using other / additional leveraged funds

Project Lead Agency:

The lead agency for project delivery will be the Western Federal Lands Highway Division of the Federal Highway Administration.

Project delivery consists of federal environmental compliance, design, construction contract advertisement, and construction contract administration. The project proponents may request another agency take the lead for project delivery. **If another agency is recommended by the project proponents** to be the lead agency, then they must provide rationale for the request. The rationale should include why another agency should take the lead, previous experience in delivering Federal-Aid funded projects, any certifications to deliver Federal-Aid funded projects, and ability to satisfy Federal Highway Administration project delivery requirements.

Project Evaluation:

Safety, Preservation, Recreation, Economic, Mobility and Environmental. Preference shall be given to projects that provide access to, are adjacent to, or are located within high-use Federal recreation sites or Federal economic generators, as identified by the Federal Land Management Agency.

Federal Land Access Program Applications
2017 - 2018 construction

<u>Agency</u>	<u>Project</u>	<u>Scope</u>	<u>Total Cost</u>	<u>FLAP</u>	<u>Local</u>	<u>Other</u>
			1000s	1000s	1000s	1000s
CAPITAL CONSTRUCTION:						
Chelan County	Camas Creek Rd	Resurface	214	185	29	
Lewis County	Cypus Road	Rehabilitate, culverts	763	660	103	
Clallam County	East Beach Rd	Rehabilitate Pavement	1,156	1,000	156	
Grays Harbor County	Cougar Smith Rd	Resurface	500	432	68	
Chelan County	Eagle Creek Rd	Full depth Rehab Pave	1,088	338	750	RAP
Yakima County	North Fork Bridge	Replace Bridge	1,071	927	144	
Garfield County	Peola Rd	Rehab, widen, drainage	1,497	1,227	270	
Pacific County	67 Place, access to Wildlife Ref.	Resurface, widen , DR, park.	981	849	115	17.2 USFWS
WSDOT	Debris Flow Deflection Berm	Construction - SR 20	800	692	108	
WSDOT	SR 542	Resurface, safety . Guardrail	1,235	1,069	166	
Wakiakum County	Steamboat Slough Road	Resurface, Minor safety	935	809	111	15.3 USFWS
Kittitas County	Teanawy Hydraulics	Remove Fish Barriers, flood haz	2,282	1,974	308	
WSDOT	US 2 Money Cr	Resurface	1,740	1,505	235	
Skamania County	Wind River Rd	Resurface	1,147	992	155	
Grays Harbor County	Wynooche Rd Chip seal	Resurface	1,000	800	200	
Grays Harbor County	Wynooche Rd Curve realign	Safety	2,600	2,200	400	
Ferry County	Haag Rd Campground access	Resurface, ditches	199	172	14	13.5 NPS
EMHANCEMENT:						
City of Vancouver	Ft Vacouver Hist Site Trail	Access - Tourism	7,534	2,600	351	4572 Comm, TIB, Heritage
City of Ridgefiled	Main Avenue Access Impr Wildlife Refuge	Access - Tourism	3,654	2,960	200	493 City and Clark Co.
WSDOT/USFS/Okanogan	N Cascades SR 20 trailhead	Access - Tourism	498	431	67	Methow Valley Trails assoc.
Lewis County	Skate Cr Parking	Access - Tourism - Safety	99	85	13	
WSDOT	SR 20 Summit weather infm syst	Access - Tourism - Safety	283	244	39	
WSDOT	SR 542 High Cr Fish Passage Rest.	Wildlife Connectivity	1,993	1,724	269	
Ferry County	Bamber Cr Trail	Access Tourism Safety	133	115	18	
TRANSIT:						
Skamania County	Seasonal Weekend Transit Needs	Access - Tourism - Safety, Signs	5	4	2	
PLANNING:						
WSDOT	I-90 Asahel Curtis - Cameras	Wildlife Safety (Crossing) Connectivity Study	78	23	55	
WSDOT	I-90 Snoqualmie Pass Est Planning	Construction staging plan, Capacity, chain up areas, Environ Doc.	1000	865	135	
City of Port Angeles	Race Street Improvements	Planning \$ for Street Enhancements for Hurricane Ridge Access	136	118	18	
WSDOT	SR 20 Motorcycle safety Study	Safety Tourism Access	40	35	5	
WSDOT	US 2 corridor Plan - Planning	Access - Tourism - Safety	100	87	13	
WSDOT	SR 97 Blewit Pass Wildlife Safety Planning	Wildlife Safety (Crossing) Connectivity Plan - collision factors	125	108	17	

REVIEW OF RAP PRIORITY ARRAYS

Projects requesting funding in the 2015 – 2017 Biennium

Highlights:

After the January, 2014 request for project submittals, all counties submitted proposals on March 1, 2014, except for King County, which currently has \$4,975,020 in RATA funding on 2 active projects.

5 CRAB engineering staff reviewed 126 projects in the spring 2014.

73 Final Prospectuses were received from the counties on September 2, 2014 requesting \$81,482,900 in RATA funding.

27 Partially funded projects from previous biennia will also be placed at the top of the new arrays showing funds gained previously.

The estimated Revenue for the 2015 – 2017 biennium is \$38,000,000, which includes interest.

CRABstaff will review the 2015-2020 Six Year Programs for each submitting county in early January, 2015 to assure proposed RAP projects are included.

PROJECT TYPES TO BE LISTED ON 2015 - 2017 ARRAYS							
REGIONS							
<u>TYPES</u>	<u>NE</u>	<u>NW</u>	<u>PS</u>	<u>SE</u>	<u>SW</u>	<u>TOTALS</u>	<u>TYPES</u>
2R	13	7		3	5	28	Resurf and Restore
3R	14	8		4	9	35	Rehabilitate
RC	8			10	4	22	Reconstruct
DR			1	1	8	10	Drainage
FA	1		2	2		5	Federal Aid Br
Total	36	15	3	20	26	100	

**NE REGION
2015-2017 RAP ARRAY**

TYPE	CountyName	RoadName	BMP	EMP	Points	COST	RATA Reg	Prev. Auth	New Reg
FA	Douglas	Chief Joseph Dam BR Replace	0.50	0.60	17.78	4,701,000	940,200	809,900	130,300
2R	Chelan	Stemilt Loop Road, Phase III	4.40	8.80	70.52	1,023,000	920,700	750,000	170,700
RC	Spokane	FORKER ROAD	0.34	1.36	151.59	12,413,086	5,000,000	2,748,383	2,251,617
3R	Stevens	Aladdin Road MP 19.6 to 22.5	19.60	22.50	101.67	2,251,000	2,025,100	1,650,000	375,100
3R	Douglas	Coulee Meadows/Moses Coulee Road	4.00	7.35	97.94	2,581,000	2,322,900	1,490,100	832,800
3R	Chelan	Chiwawa Loop Road, Phase III	3.35	4.57	84.82	3,043,000	2,738,700	1,550,000	1,188,700
3R	Ferry	Inchelium Hwy	21.81	23.45	74.85	2,000,000	1,800,000	922,100	877,900
RC	Grant	Adams Rd. (SR 28 to Br.# 330)	23.68	25.54	60.46	1,145,000	1,030,500	501,500	529,000
RC	Lincoln	Old Coulee Road Section 2	8.07	12.15	44.31	2,250,000	2,025,000	1,550,000	475,000
2R	Stevens	Addy Gifford	0.00	8.04	79.62	900,000	750,000		750,000
2R	Pend Oreille	Flowery Trail	0.00	2.44	75.61	2,230,000	1,500,000		1,500,000
2R	Douglas	Douglas North Road	2.91	5.81	50.37	1,202,000	1,081,800		1,081,800
2R	Grant	9-NW (Quincy City Limits to Adams Rd)	4.47	7.98	50.12	1,053,000	750,000		750,000
2R	Ferry	Silver Creek, Sec. 1	0.00	3.44	49.00	720,000	648,000		648,000
2R	Chelan	Eagle Creek Road	3.30	5.81	47.17	1,087,000	750,000		750,000
2R	Okanogan	Highway 7	5.32	6.63	45.98	600,000	540,000		540,000
2R	Adams	Cunningham	4.77	8.39	39.62	1,025,000	922,500		922,500
2R	Whitman	Farmington Road	5.41	10.24	38.42	1,050,000	750,000		750,000
2R	Grant	O-NE (N. Frontage Rd to 3-NE)	0.10	2.63	36.99	1,392,000	750,000		750,000
2R	Lincoln	Sprague Highway Sec 1	4.68	7.96	35.24	833,000	500,000		500,000
2R	Adams	Lind-Hatton Road #5	12.37	13.30	29.04	514,000	462,600		462,600
RC	Spokane	Bigelow Gulch Road	2.23	3.23	194.00	5,648,000	2,579,100		2,579,100
3R	Lincoln	Rocklyn Road Sec 2	4.13	6.24	84.51	1,250,000	1,125,000		1,125,000
3R	Spokane	Brooks Road	0.00	1.87	79.87	1,333,000	1,199,700		1,199,700
RC	Chelan	Wenatchee Heights Road	0.00	1.32	78.60	2,509,000	2,258,100		2,258,100
3R	Ferry	Boulder Creek Sec. 1	0.00	2.75	75.69	1,900,000	1,710,000		1,710,000
3R	Douglas	Crane Orchard Road	17.95	20.37	75.48	2,663,000	2,100,600		2,100,600
RC	Grant	4-NE (N-NE to L-NE)	0.00	2.01	73.42	1,106,000	995,400		995,400
3R	Okanogan	Old 97	1.91	4.16	68.21	2,000,000	1,800,000		1,800,000
3R	Whitman	Almota Road (Phase 3)	5.82	8.39	63.78	4,460,000	3,450,000		3,450,000
RC	Spokane	Inland Road	0.00	0.54	56.51	468,000	421,200		421,200
3R	Adams	Johnson	0.00	3.99	48.94	1,995,000	1,795,000		1,795,000
RC	Grant	4-NE (Hiawatha to Westshore Dr.)	5.03	9.45	48.73	1,326,000	1,193,400		1,193,400
3R	Ferry	Manilla Creek 10	0.00	2.67	39.55	1,800,000	1,620,000		1,620,000
3R	Adams	Atkinson	0.00	2.16	39.38	1,125,000	1,012,300		1,012,300
3R	Okanogan	Highway 7	13.40	14.69	22.05	1,336,000	1,202,400		1,202,400

Partial funded from prior biennium

**NW REGION
2015-2017 RAP ARRAY**

<u>TYPE</u>	<u>CountyName</u>	<u>RoadName</u>	<u>BMP</u>	<u>EMP</u>	<u>Points</u>	<u>COST</u>	<u>RATA Req</u>	<u>Prev. Auth</u>	<u>New Req</u>
3R	San Juan	Orcas Road	3.40	4.50	111.02	2,875,000	2,587,500	1,500,000	1,087,500
3R	Skagit	Bow Hill Road	0.00	0.61	90.91	2,563,000	2,306,700	1,500,000	806,700
3R	Island	Boon Road	0.00	0.73	73.75	3,048,000	2,046,000	861,921	1,184,079
2R	Clallam	Old Olympic Highway	0.00	1.29	72.00	645,000	580,500	240,009	340,491
3R	San Juan	Douglas Road	3.15	4.45	111.67	1,900,000	1,710,000		1,710,000
2R	Jefferson	South Discovery Road Pav't Pre	3.20	4.56	96.41	500,000	450,000		450,000
3R	Skagit	FRANCIS ROAD	5.05	5.66	90.90	1,425,000	900,000		900,000
3R	Clallam	Dry Creek Road	0.10	0.68	87.71	1,150,000	1,035,000		1,035,000
3R	Kitsap	Seabeck Highway # 2	3.34	4.98	85.40	2,867,000	1,800,000		1,800,000
2R	Whatcom	North Enterprise Road	0.00	2.00	85.00	1,000,000	900,000		900,000
2R	Island	SMUGGLERS COVE ROAD	4.94	6.71	85.00	1,506,000	1,355,000		1,355,000
2R	Skagit	FIR ISLAND ROAD	0.58	3.57	75.00	950,000	522,000		522,000
2R	Skagit	LACONNER WHITNEY	1.77	3.97	67.00	700,000	378,000		378,000
2R	Whatcom	East Smith Road	4.98	8.23	57.00	1,350,000	900,000		900,000
3R	Clallam	Edgewood Drive	1.00	1.88	55.72	1,300,000	765,000		765,000

Partial funded from prior biennium

**PS REGION
2015-2017 RAP ARRAY**

<u>TYPE</u>	<u>CountyName</u>	<u>RoadName</u>	<u>BMP</u>	<u>EMP</u>	<u>Points</u>	<u>COST</u>	<u>RATA Reg</u>	<u>Prev. Auth</u>	<u>New Reg</u>
FA	Snohomish	Pilchuck River Bridge #581	0.30	0.34	26.41	4,523,000	904,600	369,812	534,788
DR	Pierce	Whiteman Road KPS	2.40	2.70	48.67	921,000	828,900		828,900
FA	Snohomish	May Creek Bridge #559	0.78	0.87	35.66	3,000,000	550,000		550,000

Partial funded from prior biennium

SE REGION
2015-2017 RAP ARRAY

TYPE	CountyName	RoadName	BMP	EMP	Points	COST	RATA Req	Prev. Auth	New Req
3R	Garfield	Gould City Mayview rd	11.24	13.84	94.32	1,658,000	1,492,200	700,000	792,200
3R	Columbia	Lower Hogeve Road	0.00	2.51	92.82	2,355,000	2,119,500	272,600	1,846,900
RC	Walla Walla	Bussell Road	0.00	1.32	92.76	1,860,000	1,674,000	988,000	686,000
RC	Asotin	SNAKE RIVER ROAD	19.00	21.97	88.77	4,192,600	3,772,940	3,670,100	102,840
RC	Benton	Nine Canyon Road 3	1.89	4.85	86.50	3,500,000	3,150,000	816,500	2,333,500
RC	Yakima	Summitview Rd. -- 3	7.12	8.58	80.31	3,925,000	3,532,500	71,079	3,461,421
FA	Columbia	Rose Gulch Road - Bridge #47	0.00	0.38	21.03	2,362,000	472,500		472,500
FA	Columbia	Kellogg Hollow Rd - Bridge #2	12.96	13.22	16.47	3,476,000	695,300		695,300
DR	Kittitas	No. 6 Road Bridge #79051	0.63	0.64	93.00	761,000	684,900		684,900
RC	Klickitat	Courtney	3.00	4.69	100.00	2,075,000	1,417,000		1,417,000
2R	Asotin	Snake River Road	5.78	6.39	98.79	2,813,000	2,400,000		2,400,000
3R	Kittitas	Westside Road	2.19	4.12	92.96	1,140,000	1,026,000		1,026,000
3R	Garfield	Gould City Mayview Phase 4	13.84	16.58	91.66	1,748,200	1,572,800		1,572,800
RC	Walla Walla	Mill Creek Road	1.10	3.96	90.57	2,513,400	1,916,000		1,916,000
2R	Klickitat	Courtney Road	0.00	2.15	82.00	1,130,000	990,000		990,000
RC	Yakima	Summitview Road -- 3	7.09	8.58	80.99	4,700,000	4,230,000		4,230,000
RC	Walla Walla	JB George	0.09	0.74	71.76	1,426,000	1,283,400		1,283,400
RC	Benton	Bert James Road	5.99	9.92	69.79	3,555,000	3,199,500		3,199,500
2R	Garfield	Kirby Mayview Road	21.60	29.60	57.00	1,770,000	827,200		827,200
RC	Franklin	Pasco-Kahlotus Road	5.92	8.93	56.80	2,088,000	1,620,000		1,620,000

Partial funded from prior biennium

**SW REGION
2015-2017 RAP ARRAY**

TYPE	CountyName	RoadName	BMP	EMP	Points	COST	RATA Req	Prev. Auth	New Req
RC	Grays Harbor	Blue Slough Road Realignment	2.40	2.70	86.18	1,020,000	900,000	135,833	764,167
3R	Cowlitz	Delameter Road	0.90	2.33	71.60	3,175,000	1,000,000	217,243	782,757
3R	Clark	NE MANLEY ROAD	1.38	2.33	70.40	2,159,000	1,853,100	553,100	1,300,000
3R	Thurston	DELPHI ROAD	5.55	7.40	63.84	3,060,000	2,000,000	1,910,943	89,057
3R	Mason	Matlock Brady Road	26.37	27.60	58.43	2,000,000	1,125,000	846,972	278,028
RC	Lewis	North Fork Road	2.70	4.05	55.40	2,990,000	2,600,000	955,300	1,644,700
3R	Pacific	Rue Creek Road	2.01	3.38	52.98	1,445,000	1,300,500	713,468	587,032
DR	Mason	Shelton-Matlock Culvert	8.00	8.10	86.00	500,000	432,000		432,000
DR	Mason	Highland Culvert	1.40	1.50	85.00	380,000	324,000		324,000
2R	Clark	NE 299 Street	0.00	2.66	83.00	1,826,000	1,643,400		1,643,400
RC	Grays Harbor	Garrard Creek Road Realignment	3.10	3.60	81.16	1,460,000	1,287,000		1,287,000
DR	Lewis	Jackson Hwy S	2.09	2.13	76.68	465,000	396,000		396,000
DR	Wahkiakum	Clear Creek Fish Passage	6.51	6.54	75.00	1,061,000	500,000		500,000
DR	Wahkiakum	Upper Elochoman Valley Road Culvert	10.60	10.68	74.00	130,000	117,000		117,000
3R	Cowlitz	South Cloverdale Road	0.13	0.79	71.52	1,750,000	1,300,000		1,300,000
DR	Cowlitz	Little Kalama River Road	6.75	6.80	71.00	566,000	500,000		500,000
3R	Thurston	Vail Road SE	1.76	3.27	64.63	2,500,000	1,800,000		1,800,000
DR	Grays Harbor	Wynooche Valley Road Culvert Replacement	7.17	7.19	64.00	350,000	306,000		306,000
DR	Mason	North Shore Culvert	6.90	7.00	62.00	356,000	302,400		302,400
3R	Pacific	Parpala Road	6.17	6.42	60.80	600,000	540,000		540,000
2R	Wahkiakum	Columbia Street Overlay, Segment 1	0.00	0.36	60.17	300,000	270,000		270,000
2R	Clark	NW Hayes Road	0.00	0.88	57.13	700,000	156,600		156,600
2R	Wahkiakum	Elochoman Valley Road - 2R	5.40	6.10	52.07	380,000	342,000		342,000
2R	Skamania	Wind River Road	0.98	1.99	52.00	355,000	306,900		306,900
RC	Lewis	HWY 603	10.90	11.70	47.33	1,600,000	1,404,000		1,404,000
3R	Pacific	South Fork Road	3.60	5.52	44.10	1,400,000	1,260,000		1,260,000

Partial funded from prior biennium

**RESOLUTION 2014-007
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 2013 - 2015 biennium at its meeting of August 1, 2013; and
- WHEREAS** RCW 36.79.050 specifies the apportionment percentages that the CRABoard shall use once each calendar quarter 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 \$4,966,328 deposited to the RATA in August through October, 2014, be apportioned to the regions by their 2013 - 2015 biennium regional percentages after setting aside \$123,000 for administration.

<u>REGION</u>	<u>DISTRIBUTION PERCENT</u>	<u>CURRENT APPORTION</u>	<u>BIENNIAL APPORTION (2013 - 2015)</u>	<u>PRIOR PROGRAM (1983 - 2013)</u>	<u>PROGRAM TO DATE</u>
ADMIN.		123,000	605,250	10,017,565	10,622,815
NORTHEAST	43.49%	2,106,363	9,936,598	202,646,996	212,583,594
NORTHWEST	11.13%	539,062	2,542,983	54,467,934	57,010,918
PUGET SOUND	6.73%	325,956	1,537,671	34,556,630	36,094,301
SOUTHEAST	23.66%	1,145,931	5,405,839	111,959,322	117,365,161
SOUTHWEST	14.99%	726,015	3,424,916	71,107,509	74,532,425
TOTAL	100.00%	4,966,328	23,453,258	484,755,956	508,209,214

Adopted by the CRABoard on October 30, 2014

Chair's Signature

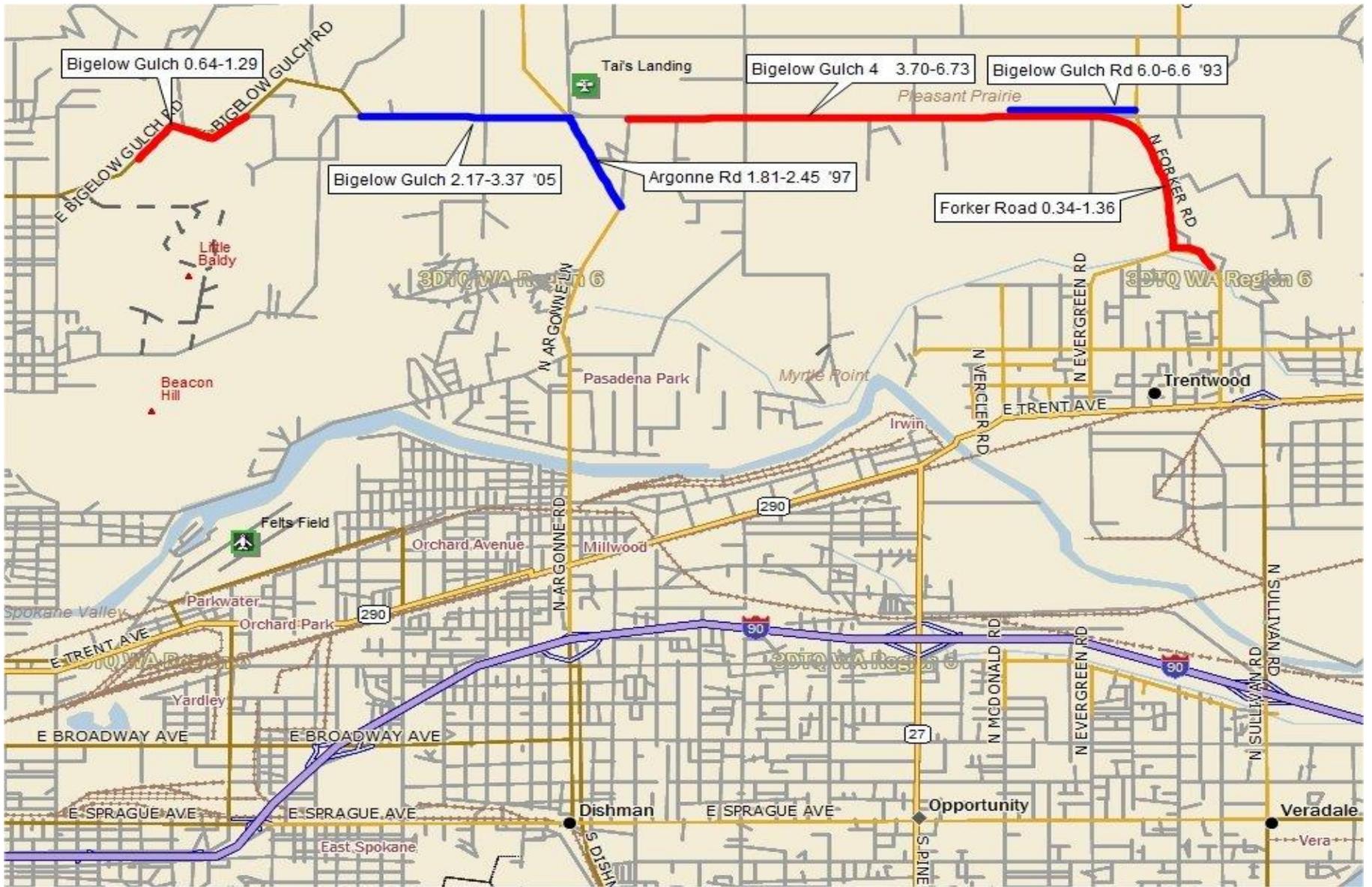
ATTEST

**History of RATA funding for Spokane's Bigelow Gulch
1989 - 2014**

<u>Status</u>	<u>Biennium</u> <u>Funded</u>	<u>Type</u>	<u>Road Name</u>	<u>BMP</u>	<u>EMP</u>	<u>EST COST</u>	<u>RATA</u> <u>REQUESTED</u>	<u>RATA</u> <u>AUTH</u>	<u>RATA</u> <u>PAID</u>	<u>RATA</u> <u>BALANCE</u>
Complete	89-'91	RC	BIGELOW GULCH	6.00	6.60	193,000	173,700	173,700	173,700	-
Complete	95-'97	2R	ARGONNE ROAD	1.81	2.45	290,000	261,000	261,000	261,000	-
* Active	97-'99	RC	BIGELOW GULCH ROAD	0.64	1.29	11,354,659	2,745,000	2,745,000	1,070,939	1,674,061
Complete	03-'05	RC	BIGELOW GULCH ROAD	2.17	3.37	3,578,000	1,500,000	1,500,000	1,500,000	-
* Active	07-'09	RC	BIGELOW GULCH RD 4	3.70	6.63	20,943,498	5,987,480	5,987,480	286,596	5,700,884
* Active	09-'11	RC	FORKER ROAD	0.34	1.36	12,413,086	5,000,000	2,748,383	8,247	2,740,136
Totals						48,772,243	15,667,180	13,415,563	3,300,482	10,115,081
							Unfunded on Forker	2,251,617		
							Available in 2015	2,200,000		

Spokane County has pursued improvements on Bigelow Gulch and connecting routes, Argonne and Forker Roads, over the past 26 years beginning in 1988. The county will potentially gain another \$2,200,000 to nearly fully fund Forker Road in April 2015.

- * On the three active projects, \$13,415,563 RATA funds are authorized, with \$3,300,482 spent to date. Balance of unspent RATA funds, including unfunded RATA for Forker comes to \$12,366,698. The current spending plan for these funds spans three full years, 2015 - 2017.



**FOLLOW-UP CONSIDERATION:
WAIVER OF PAYBACK OF EXPENDED RATA FUNDS
WESTSIDE ROAD, MP 2.19- 6.02 - RAP PROJECT NUMBER 1907-01
KITTTITAS COUNTY**

I. Background:

Requests for waiver of payback of RATA funds after project withdrawal must be considered by the CRABoard per WAC 136-167-030.

At its' August 1, 2013 meeting, the CRABoard considered Kittitas County's request that the board waive reimbursement of \$106,052.07 in RATA funds paid to the county for costs incurred for design of their withdrawn Westside Road project (see attached August 1, 2013 staff review and recommendations). CRABstaff found that the costs eligible for reimbursement, based on suitability for a potential future project amounted to \$54,995. Since no actual road improvements had been made the board was reluctant to grant a waiver at that time, and deferred their final decision to its' October 2014 meeting, suggesting the county demonstrate its' intent to pursue project improvements through various funding sources, including RAP, in its' next six year program.

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/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 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."

The county fulfilled the above basic requirements per the waiver request it submitted at the August 1, 2013 CRABoard meeting.

III. Current project developments

A new prospectus of Westside Road (attached) was submitted on September 1, 2014 for RATA funding during the 2015 – 2017 RAP funding period. The project is also listed in the county's 2015-2020 six year transportation program. The proposed project, milepost 2.19 – 4.12, is a shorter version of the withdrawn project, that avoids the alignment and roadside safety issues at the end (MP 4.12 – MP 6.02) that the county (after seven years of review) found were far too expensive to mitigate as required per the first prospectus.

The county is applying for federal Highway Safety Improvement Program (HSIP) funds to mitigate safety issues at mileposts 4.16 to 4.54 and mileposts 5.71 – 6.11. In addition, a bridge at the west end of the original project was repaired (failing beam) at a cost to the county of \$36,000.

The new application reflects the earlier requested scope reductions that were denied by the CRABoard in 2013, since it omits the more problematic alignment section (M.P. 4.12 – 6.02).

IV. Comparison of withdrawn and new prospectuses:

- **Withdrawn prospectus - estimated cost (2013) - \$5,500,000 – 3R**

Widen existing 22 feet roadway to 28 feet, MP 2.19-6.02

Resurface with Hot Mix asphalt

Improve 12 horizontal curves throughout project, 5 at MP 4.5 – 6.02

Improve vertical grade throughout project

Install guardrail where warranted

Remove numerous trees that are roadside safety hazards

- **New Prospectus - estimated cost - \$1,140,000 – 3R**

Widen existing 22 feet roadway to 28 feet, MP 2.19-4.12

Resurface with Hot Mix and/or a BST

No improvement to horizontal alignment

No Improvement to vertical alignment

Trees, mailboxes and power poles in the clear zone will be removed or protected.

- Summary: The new proposal, still consistent with a 3R type scope, is shorter by 1.9 miles, or 50%. The estimated cost of the new project is 21% of the cost of the original project.

- Costs incurred to date:

		Design Costs as of April 2013: <small>(Old Prospectus)</small>	Design Costs as of October 2014: <small>(Include new prospectus)</small>
Sargent Engineers: Preliminary alignment, profile and cross sections, stamped by Professional Engineer	----	40,069	74,350
PanGEO: Geotech study, no report	----	27,209	32,412
Widener And Assoc.: Wetland deliniation doc. - Complete	----	15,957	15,957
Cruse and Associates: Survey for alignment and wetland deliniation	----	56,703	59,504
Kittitas County: County design and admin.	----	<u>12,584</u>	15,979
Total costs		152,522	198,202
Reimbursed by CRAB		106,052	
Cost paid by Kittitas County		46,470	45,680 (additional)

V. Staff Findings.

The original recommendation for waiver of payback of \$54,995 is still supported due to the following:

- The county has retained the same design consultant as originally used. This maintains continuity of concepts and some cost savings.
- The county has listed the new project on its' 6 year transportation program, per the CRABoard's request of August, 2013
- The county is seeking and programming federal HSIP funds to address the safety issues that prevented a scope reduction to the earlier proposal.
- The county has shown commitment to the improvement of Westside Road having spent another \$45,680 of county funds to design a new project.

- The county has maintained its request for waiver of the full \$106,052.07 per email on October 7, 2014.
- The use of the original design documents provides continuity and possible reduced RATA costs if the new project becomes funded.
- The county, per the new prospectus plans to expend another \$171,000 RATA on the design of the new project, which is 15% of the total project cost that includes no right of way purchase.
- Total estimated costs anticipated for design for the original and potential project are as follows:
 - \$152,522 prior to withdrawal of project
 - \$45,680 incurred by the county on new prospectus
 - \$190,000 est. to be matched by possible RATA funding, after April, 2015
 - \$388,202 total design costs
- Given the estimated total cost of the new project, at \$1,140,000, this yields 34% ratio of design to total project cost. Subtracting out the \$45,680 recently spent on the new prospectus from the estimated \$190,000 design cost yields a 26% design / total cost ratio.
- Staff finds that typically a 3R type project should include no more than 15% to 20% of cost to cover design.

VI. Staff recommendation:

Since significant design work remains to be done on the project for which the county will be seeking reimbursement, staff maintains its' recommendation that \$54,995 of the \$106,052.07 of RATA funds spent by the county be waived from payback to the CRABoard, and that the remaining \$51,057.07 be paid back by the county to the CRABoard.

From Doug D'Hondt via email, 10-17-2014:

In 2006 Kittitas County Public Works applied for RATA funds to pay for safety improvements to Westside Road. As you know, we requested a scope reduction which was subsequently denied.

Due to the high cost of construction, Kittitas County turned approximately \$3.7M back requesting we retain the design reimbursement of \$106,052.

We began the design consultant process in June 2012, assembling the full team at the end of July 2012. From July to the end of 2012, a 30% design package was developed. It became evident the cost to construct as scoped would be high. We began to analyze different options to determine money savings but also began the scope reduction process temporarily delaying the design process. The on-site geotechnical investigation was already completed with some design by the consultant. Survey is complete. The wetlands study is complete. Archaeology is not complete. We do not anticipate any issues resulting from the archaeology process as Westside Road intersects with Nelson Siding Road, a project that did not reveal issues.

It was necessary to design to the 30% plans in order to develop a construction estimate for budgeting. This budgeting process eventually helped to determine the current project scope.

The geotechnical engineering cost was \$32,412. Environmental cost equals \$15,957. Surveying totals \$59,504. Civil engineering cost equals \$74,350. County wages equals \$15,979 all totaling \$198,202. The length of the original project equals 3.92 miles. The portion of Westside Road that was proposed for RAP funding is 1.93 miles. The portions of the road we requested HSIP money for equals 0.78 miles in length. Summing the proposed project lengths totals 2.71 miles or 69% of the original project length. A proportion of 69% equals \$136,759. Ninety percent of that is \$123,083 exceeding \$106,052. We expect an additional cost of \$148,509 for consulting plus approximately \$30,000 for Public Works administration to complete the project design. We don't expect right-of-way acquisition to be needed.

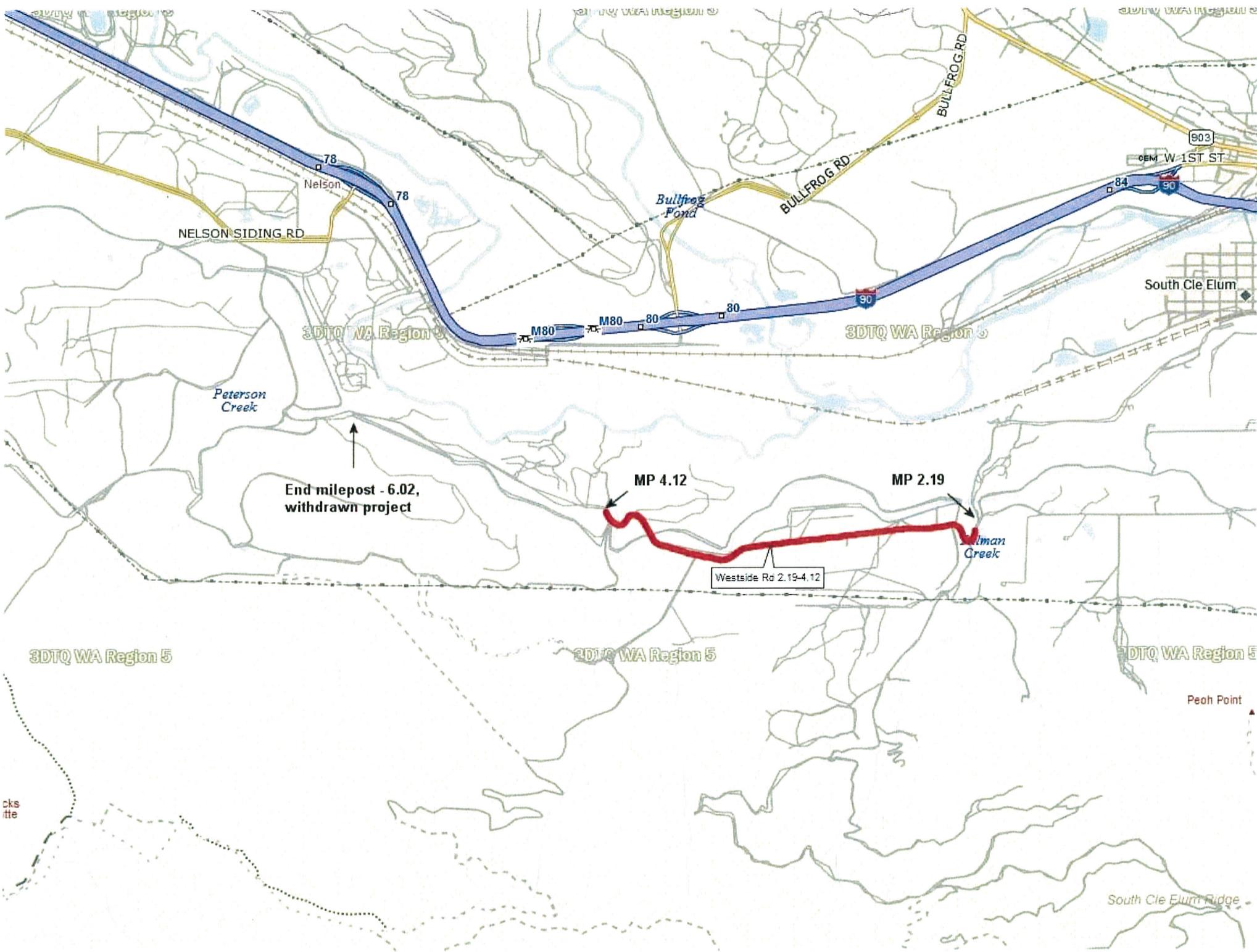
To date, we incurred \$198,202 in consultant and staff costs. CRAB reimbursed \$106,052 to us for design ending in 2012.

Grant applications include criteria that replicate the scope reduction request from April 2013. We can still use existing data and design of future projects. We requested RAP funds for a reduced project length of 1.93 miles. We applied for Highway Safety Improvement Program (HSIP) funds administered through the Federal Highway Administration totaling 0.78 miles. We improved the deck bearing on the stringers of the bridge located at the west end of the Westside Road project. This work was

performed at County expense. Doing so extended the life of the bridge reducing the need for replacement. There is 1.21 miles of the original project needing funding. Remaining funding will become a matter of finding the money best suited for the proposed construction. We take great efforts to ensure our projects are cost-effective.

We expect construction for the HSIP projects to commence 2016 for a construction cost of \$579,000 and the RAP project to commence 2017 for \$1,140,000. Construction of the remaining portion of the project is dependent upon future funding opportunities. We expect the remaining 1.21 miles of road construction to be approximately \$550,000.

For these reasons we respectfully request Kittitas County be allowed to retain the CRAB reimbursement of \$106,052.



NELSON SIDING RD

3DTQ WA Region 5

3DTQ WA Region 5

Peterson Creek

Bullfrog Pond

BULLFROG RD

South Cle Elum

End milepost - 6.02,
withdrawn project

MP 4.12

MP 2.19

Westside Rd 2.19-4.12

South Cle Elum Creek

3DTQ WA Region 5

3DTQ WA Region 5

3DTQ WA Region 5

Peah Point

South Cle Elum Ridge

cks
tte

New Proposal

PUBLIC ROADWAY DESIGN STANDARDS

Average Daily Traffic (ADT) Greater than 750
All Design Speeds

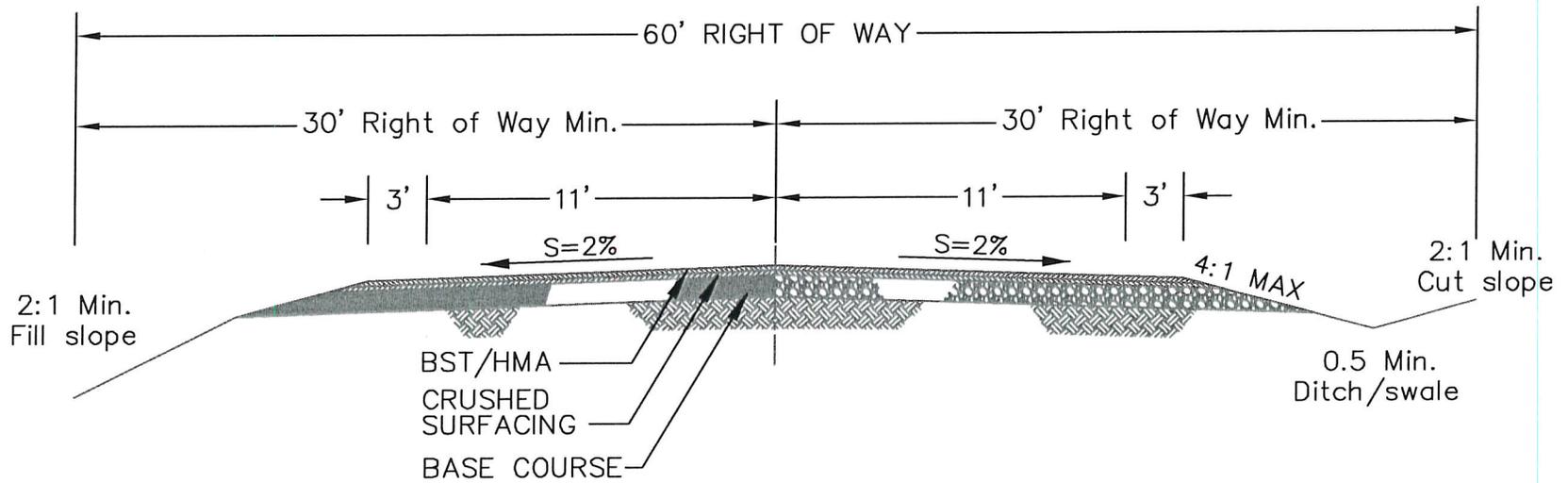
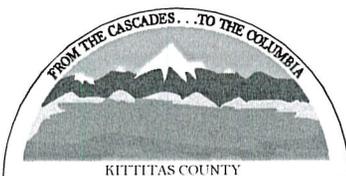


FIGURE 4-3



Kittitas County Department
of Public Works

411 North Ruby, Suite 1
Ellensburg, WA 98926 509-962-7523
<http://www.co.kittitas.wa.us/publicworks/>

PUBLIC ROADWAY DESIGN STANDARDS
ROADWAY SECTION
> 750 ADT

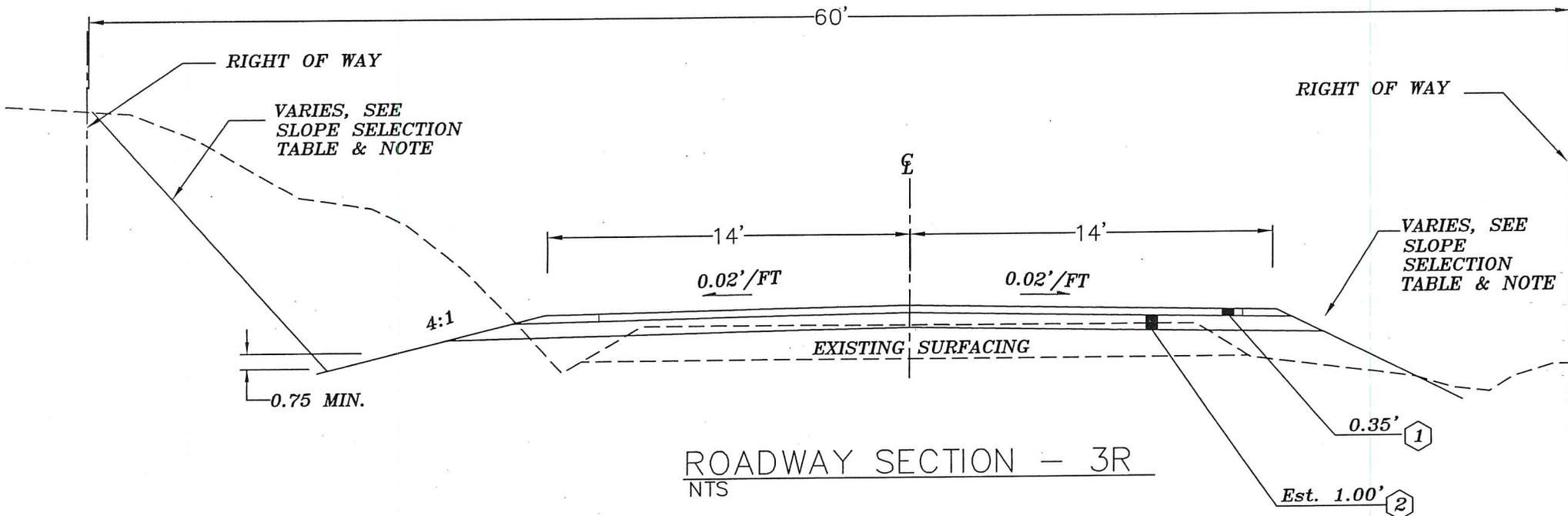
DRAFTED BY: DDW

PE: DP D'Hondt

DATE: 2-10-2012

DWG NO: Kittitas County road sections w pavement.DWG

Withdrawn Project



- (1) ASPHALT CONCRETE PAVEMENT
- (2) CRUSHED SURFACING BASE COURSE

NOTE: BIKE LANE/PEDESTRIAN PATH MAY BE ADDED BASED ON TRANSPORTATION PLAN CURRENTLY BEING DEVELOPED.

WAIVER OF PAYBACK OF EXPENDED RATA FUNDS
WESTSIDE ROAD, MP 2.19- 6.02
RAP PROJECT NUMBER 1907-01
KITTITAS COUNTY

I. Nature of Request:

Kittitas County has requested, per their letter dated July 2, 2013, that the CRABoard waive reimbursement of \$106,052.07 in expended RATA funds used for design of their withdrawn Westside Road project. Waiver of payback of RATA funds must be considered by the CRABoard per WAC 136-167-030.

According to CRABoard Resolution 96-028, the director may “approve withdrawals and terminations of RAP projects 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/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 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.”

II. Project Background:

The Westside Road project was submitted by the county on September 1, 2006 requesting \$3,800,000 in RATA funds. The funding limit for Kittitas County in the '07-'09 biennium was \$2,000,000 due to large amount of turn-back funds that were available to the region at that time. Most of the \$2,000,000 was assigned to the county's (at that time) partially funded Nelson Siding Road. The project has gained funding in parts due to regional county funding limits in the following sequence:

April 19, 2007, initial funding	\$700,000
April 16, 2009	\$846,500
March 26, 2010	\$900,000
'11-'13 Bien.	\$ 0
April 18, 2013	<u>\$1,353,500</u>
Total funding to date:	\$3,800,000

The county has expended \$106,052.07 RATA funds to date for design of the project. In an earlier letter dated February 28, 2013, in which the county requested (but was denied) a reduction in scope, the estimated cost to complete design was listed as \$450,000 and the total project cost was \$5,521,438. Because this cost far exceeds the original estimate of \$4,222,300, the county has withdrawn the project and is asking the CRABoard grant a waiver of payback of the \$106,052.07 that the county has expended to date on design. The county suggests in the letter that it will pursue Highway Safety Improvement Program and other federal and state funds to focus on improvements to Westside road, in smaller segments, in the future. This was re-affirmed in discussions with the county engineer on July 16, 2013.

III. Items accomplished by the county:

On July 16, 2013 CRABstaff reviewed project documentation at the Kittitas County Public Works office with the county engineer. The engineer explained that overall design is about 25% - 30% complete. This is verified by CRAB staff review of design documents created to date as follows:

A. Plan drawings:

Preliminary cross sections and plan / profile sheets:

The design consultant, Sargent Engineers, produced existing and proposed cross sections every 25 ft. throughout the length of the project. These show location of walls, guardrail, basic pavement detail and overall roadway width. No additional detail sheets for drainage, structure, or guardrail were produced. The consultant has also produced proposed alignment (horizontal and vertical curves) sheets that also indicate general right of way limits.

The drawings are stamped by the consulting engineer and marked as preliminary. There are no construction plan sheets.

B. Geotechnical Report:

Field work has been done, but no report was produced.

C. Permitting:

Wetlands:

Widener Associates was able to complete a wetland inventory and delineation report at a cost of \$15,957. The county had planned to avoid wetlands based on the report findings.

HPA - Fish and Wildlife:

There are no impacts to fish species on this project based county review of hydraulic issues. The scope never intended to replace culverts or other structures in the wetted perimeter of a natural stream.

Shorelines:

No shorelines permit is anticipated as no known shorelines will be impacted.

Department of Archeology and Historic Preservation – DAHP

The county had not yet contacted DAHP via phone, no formal notification has been initiated at this early stage in the project.

U.S. Army Corps of Engineers – No project entrance to the wetted perimeter of a stream or other water course is anticipated. Therefore, no Clean Water Act permit was applied for.

D. Cost Estimates

The county has a preliminary cost estimate (general quantities) which does not include construction engineering, contingencies, right of way or inflation.

E. Right of Way

The general limits of right of way were indicated on preliminary plan drawings without reference to parcel numbers. No acreage (potential right of way takes) calculations have been done. Some initial contact was made with one property owner and no formal agreements were pursued.

IV Summary of costs incurred by the county:

Design Costs:		
Sargent Engineers	40,069	Preliminary alignment, profile and cross sections, stamped by Professional Engineer
PanGEO	27,209	Geotech study, no report
Widener And Assoc.	15,957	Wetland deliniation document - complete
Cruse and Associates	56,703	Survey for alignment and wetland deliniation
Kittitas County	<u>12,584</u>	County design and administration
Total costs	152,522	
Reimbursed by CRAB	106,052	
Cost paid by Kittitas County	46,470	30%

V. Staff Review:

WAC requirements:

The Kittitas County Commissioner has requested this waiver in writing per his letter of July 2, 2013, and responded to the issues specified in WAC 136-167-030 (2) above. The County is not eligible to retain design study costs (\$75,000 maximum) per WAC 136-167-030(3) since the scope of work as described in the project prospectus has not changed.

Review of items accomplished as directed by the CRABoard, January, 2002:

Preliminary plans - \$40,069 total: These are complete enough to form a starting point for future projects on Westside Road. The accomplishment of projects to the scale represented in the plans however, will likely not be realized for a number of years, if at all. Staff finds a waiver of half of these costs is reasonable:

Allowed costs \$20,035

Wetland Delineation: - \$15,957 total. The county has determined at this stage that wetlands can be avoided. Staff finds this has an indirect benefit to any future project, and depends on project locations and final alignments. Staff suggests a value of \$5,000 is more appropriate.

Allowed costs \$5,000

Survey Work - \$56,703: This work has contributed to the plan drawings and other design features as well as wetland delineation. Since the above allowed costs are 45% of the total incurred, Staff suggests 45% of total surveying costs be allowed. ($.45 \times \$56,703 = \$25,516$)

Allowed costs \$25,516

Geotechnical - \$27,209: PanGEO produced no final report and staff finds these costs are not eligible.

Allowed costs: \$0

County design and administration - \$12,584. Staff finds a portion of these costs are eligible as represented by the 10% Admin factor shown below.

Allowed costs \$5,555

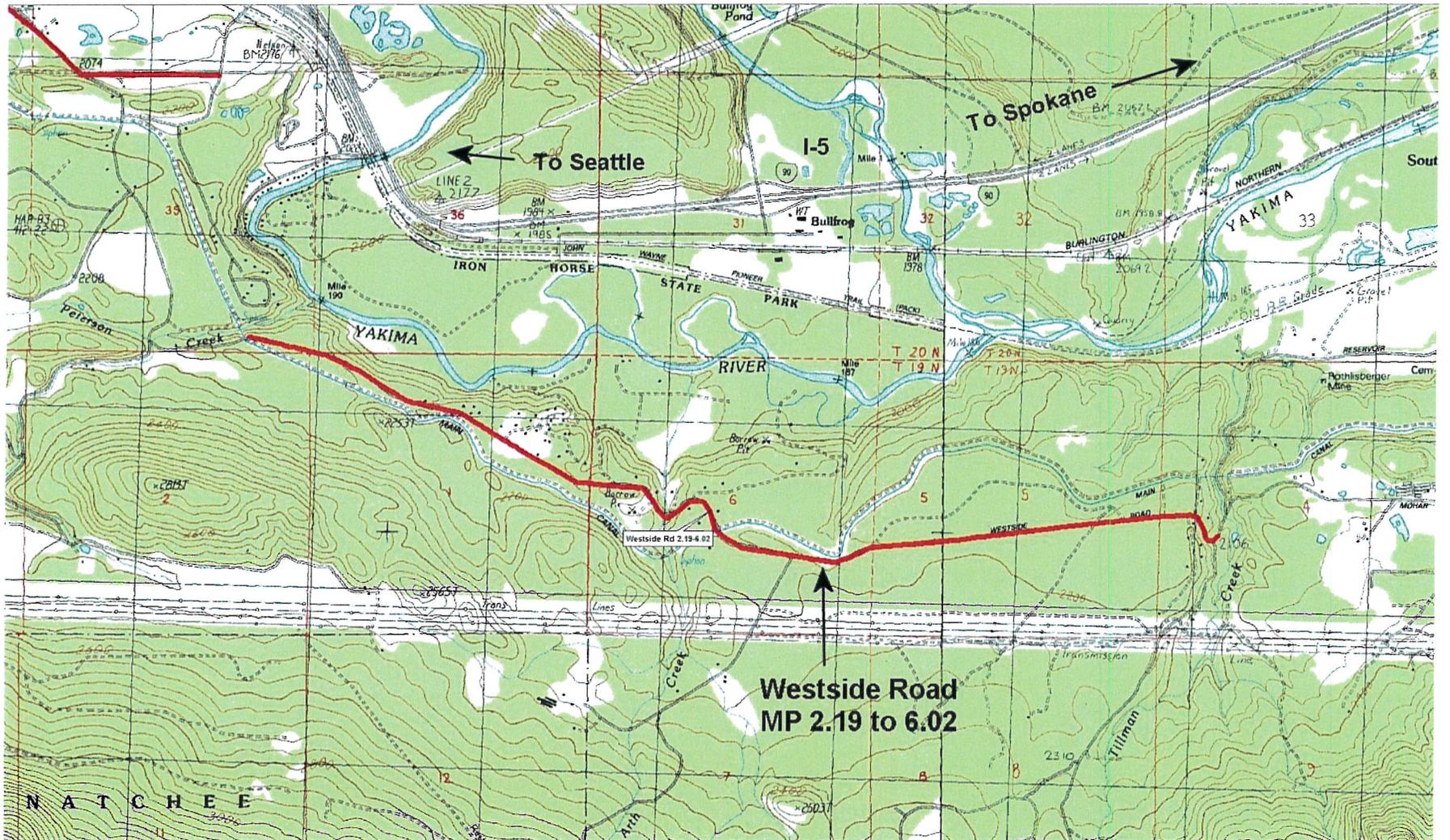
Total eligible costs:	\$25,035	Plans
	\$5,000	Wetland Document
	<u>\$25,516</u>	Survey
=	\$55,551	
+	<u>\$5,555</u>	10% county administration
=	\$61,106	total eligible

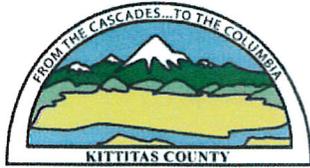
X 90% RAP matching limit

= **\$54,995**

Recommendation:

CRAB staff finds that the county pursued project design slowly over six years since funding was approved (submitting only 1 voucher for all costs to date on February 15, 2013), and that the project has grown too expensive to accomplish within a reasonable time frame. The items completed may be of some value for future improvements, but not at 100% since future work has not been clearly defined. Staff therefore recommends that the CRABoard waive the reimbursement of \$54,995 spent by Kittitas County on the Westside Road 3R project, and that the county be required to reimburse the CRABoard the remaining \$51,057.07, in keeping with WAC 136-167-030(3).





Kittitas County, Washington
BOARD OF COUNTY COMMISSIONERS

District One
Paul Jewell

District Two
Gary Berndt

District Three
Obie O'Brien

July 02, 2013

Jay Weber
Executive Director
County Road Administration Board
2404 Chandler Ct. SW, Ste. 240
Olympia, WA 8504-0913

Subject: Westside Road Project, RAP Project Number 1907-01

Dear Mr. Weber:

Kittitas County is formally turning the money for Westside Road back to CRAB for the amount of \$3,800,000. Kittitas County is requesting to retain design money amounting \$106,052 be kept.

We determined the cost of the project to be significantly greater than what was originally proposed in 2006. We anticipate the cost to the county for 2015 construction to exceed \$3,000,000. Therefore, we cannot proceed with the project as scoped.

Design funding already spent will be utilized for construction of future projects. We plan to request funds from various Federal and State sources to incrementally improve the road. Survey, wetland delineation and archaeology study are complete. A draft alignment and road widening design is available for use in future designs.

We believe this approach will better benefit Kittitas County. Therefore, Kittitas County is turning back the funds and requesting to retain design funds already spent on the aforementioned project.

Should you require additional information or have any questions, please contact me.

Respectfully Submitted:

Obie O'Brien, Chairman
Kittitas County Board of County Commissioners

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 Kittitas

ROAD NAME: Westside Rad

RAP PROJ NO. 1907-01

BEGIN M.P. 1.98

END M.P. 5.81

RATA approved: 3,800,000.00

Project RATA funds received by the County: 106,052.07 (A)

will not proceed to completion for the following reasons:

We determined the cost of the project to be significantly greater than what was originally proposed in 2006. We anticipate the cost to the county for 2015 construction to exceed \$3,000,000. Therefore, we cannot proceed with the project as scoped.

(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).

106,052.07 (B)

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

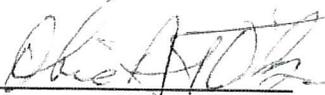
Design funding already spent will be utilized for construction of future projects. We plan to request funds from various Federal and State sources to incrementally improve the road. Survey, wetland delineation and archaeology study are complete. A draft alignment and road widening design is available for use in future designs.

We believe this approach will better benefit Kittitas County. Therefore, Kittitas County is turning back the funds and requesting to retain design funds already spent on the aforementioned 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. 106,052.07 (C)

Project termination and
waiver request submitted by:

 on: July 12, 2013
Commissioner/Executive Signature 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.

PROJECT STATUS REPORT

Bow Hill Road, MP 0.00– 0.61; SKAGIT COUNTY
RAP PROJECT 2913-01

County scope change request:

The county had requested a scope reduction in its letter dated September 10, 2014, for CRABoard consideration at the October 30, 2014 meeting. The request was to reduce the proposed roadway width from 40 feet, including 12 foot lanes and 8 foot shoulders, to the existing 28 feet, 11 foot lanes and 2 foot shoulders, with no reduction in RATA funding. The project was submitted as a 3R project. The current design now involves significant realignment. In discussions with the county and review in the field on October 22, 2014 CRABstaff realized that 50% or more of the project length would be realigned as part of the improvements. Projects that realign the road by 50% or more are defined in the Local Agency Guidelines (LAG) as reconstruction.

Project Type Definitions (from City County Design Standards, Chapter 42):

- **New Construction** involves the construction of a new roadway facility or structure where nothing of its type currently exists.
- **Reconstruction projects** may add additional travel lanes to an existing roadway or bridge and if 50 percent or more of the project length involves vertical or horizontal alignment changes, the project will be considered reconstruction.

A scope change request cannot be considered or approved by the CRABoard until the county gains approval from WSDOT to deviate from the full 40 foot design standard for reconstruction. (See WAC 130-210-030). After deviation approval, the county may seek a scope revision from the CRABoard, possibly at its January, 2015 meeting. The project lapses in construction on April 18, 2019.

Funding background:

I. Prior RAP improvements in 1996:

The county gained \$250,000 in RATA funding in 1993 for this section of Bow Hill Road, proposing to widen the roadway to the standard 34 feet, given the traffic volumes at that time. Due to high cost of the proposed width improvements, a scope reduction to 28 feet was approved by the CRABoard in January of 1996. The project was completed by late 1996 expending a total of \$194,669.51 in RATA funds.

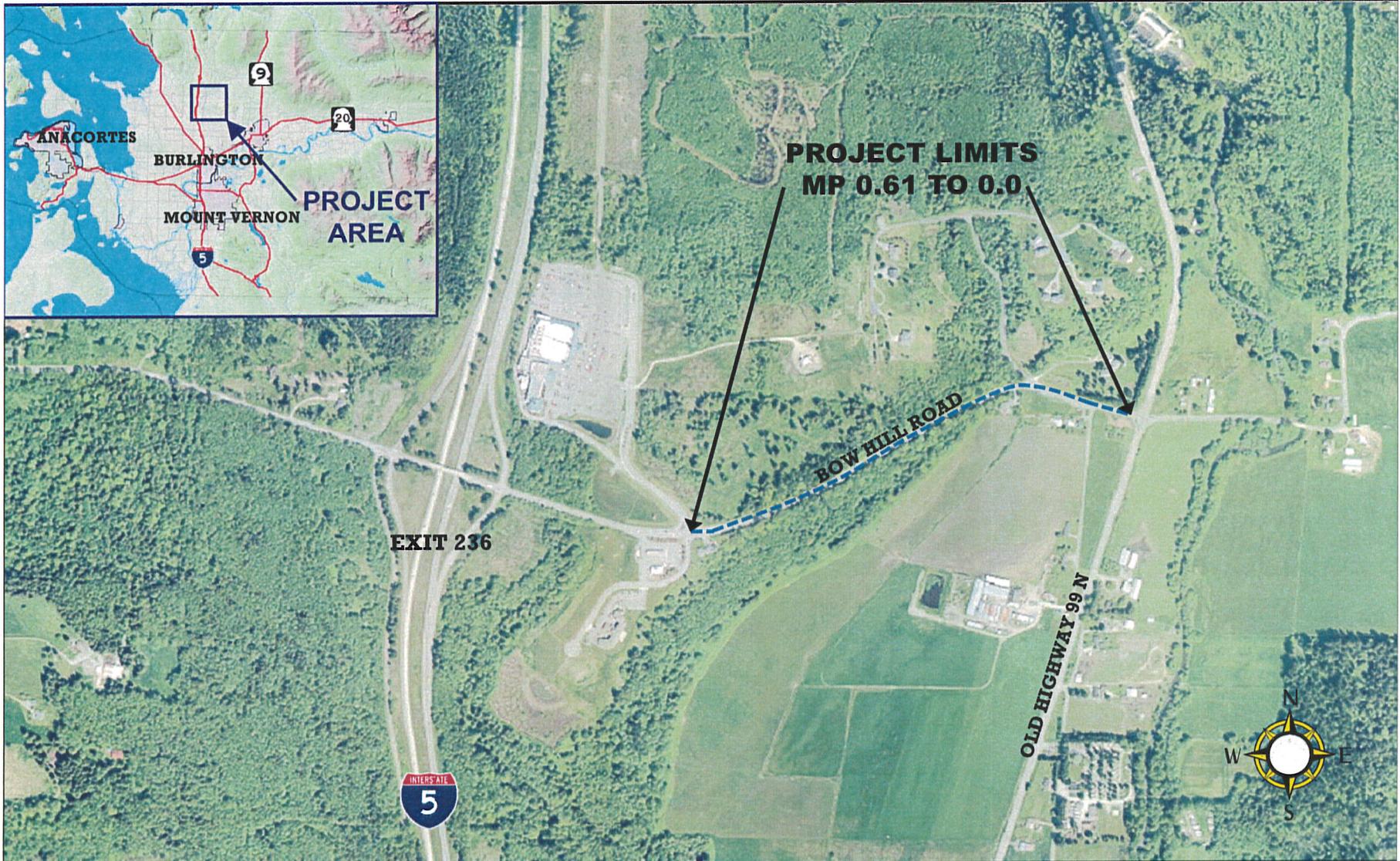
II. Current RAP project:

The county submitted a new 40 foot widening proposal for this section on September 1, 2012. The county was granted partial funding of \$1,500,000 on April 17, 2013. This amount was the NW Region county funding limit for the biennium. The remaining \$806,700 of the total \$2,306,700 RATA requested is anticipated to be allocated at the April, 2015 CRABoard meeting. The current engineer's estimate for the construction portion of the project is \$1,999,109. The county has spent \$4,489.50 RATA funds for design, to date, and plans to go to construction in 2015.

Staff review:

CRAB staff has reviewed the project site and the potential changes. No CRABoard action is required at this time. The county may submit a scope change request at a later date.

BOW HILL ROAD RECONSTRUCTION PROJECT



WAIVER OF PAYBACK OF EXPENDED RATA FUNDS

INGALLS ROAD, MP 0.81- 1.49
RAP PROJECT NUMBER 1907-01
WAHAKIYAKUM COUNTY

I. Nature of Request:

Wahkiakum County has requested per their letter dated October 14, 2014 that the CRABoard waive reimbursement of \$19,899.05 in expended RATA funds used for design of their withdrawn Ingalls Road project. Waiver of payback of RATA funds must be considered by the CRABoard per WAC 136-167-030.

According to CRABoard Resolution 96-028, the director may “approve withdrawals and terminations of RAP projects 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/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 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. Project Development Background:

Approval of RATA Funding: The Ingalls Road project was submitted by the county on September 1, 2008 requesting \$730,000 in RATA funds. \$405,860 was approved for the project on March 26, 2010, with the remaining funding being allocated on April 18, of 2013. The county gives a cost estimate of \$928,000 to accomplish the project. The project lapses in construction on March 26, 2016.

2013 request for scope reduction consideration: The county had submitted a written request for CRABoard consideration of reduced scope on December 27, 2013. The request was to remove the alignment improvements at the intersection with SR 4 (0.17 miles), and reduce roadway width from 26 ft to 24 ft to avoid wetland impacts. After further discussions and field review, CRABstaff found that the Ingalls Road realignment work was the major safety and capacity issue for the project, and suggested a reduction in scope could not be supported without some reduction in funding for the remaining project. Since the county at that time did not offer an updated engineer's design estimate to support costs of the original or revised project, it tabled that request, planning to resubmit for a later CRABoard meeting.

The county had incurred \$22,110.05 in design costs by that time, having submitted two RATA requests for reimbursement totaling \$19,899.05 (July 2, 2013 and October 23, 2013).

IV. Waiver request:

The county has withdrawn the project (per the attached October 14, 2014 letter and waiver request form) with the stated intention of submitting a 2R (resurfacing) type project in the future. The county states 2R resurfacing type improvements would be more manageable given the amount of funding it might anticipate receiving. In withdrawing the project, the county also requests that the CRABoard waive payback of the \$19,899.05 RATA funds it has expended to date for design of the 3R scope improvements.

V. Staff findings and recommendation:

Staff reviewed project records with the county engineer and finds total costs matched with RATA reimbursement are:

- \$17,371.73, for consultant surveying. Includes site map and layout of existing road, drainage locations and wetland delineation. RATA paid: \$15,634.56.
- \$4,738.32 county alignment drawings and engineering of curve alignment at SR 4. RATA paid \$4,264.49.
-
- Geotechnical, right of way, and environmental permitting costs \$0.
- Total RATA paid: \$19,899.05.

Staff finds that removing the realignment work on Ingalls Road at SR 4 and the significant related wetland issues in order to move forward with a simpler resurfacing project, leaves roughly 33% (due to lack of details on consultant work) of the effort made by the consultant and the county that may be re-usable.

\$17,371.73 X 33% = \$5,732.67 consultant work (\$5,159.40 RATA share)

\$4,738.32 X 33% = \$1,563.65 county work (\$1,407.29 RATA share)

Potential eligible for future project: \$7,296.32 Total

RATA funding limit at 90% \$6,566.69

Staff finds that any new project will not have access to much of this prior design data. In that case little or none of the costs would be useable for a future project, Staff also finds that any of the scenarios of:

- Denial of any waiver of payback since no associated improvements were constructed, or
- Waiver of \$1,407.29 in county costs for work it did and has on file (much of the county's work had to do with the Ingalls Road realignment), or
- Waiver of the \$6,566.69 which includes some significant consultant effort.

are supportable by the existing WAC rules.

Staff therefore recommends waiver of payback of \$1,407.29 of the RATA reimbursed to date for Ingalls Road and the payback to CRAB of the remaining \$18,491.76.



To Raymond

Ingalls Road 0.8 -1.49

A Region 4

CEM

Moe Hill

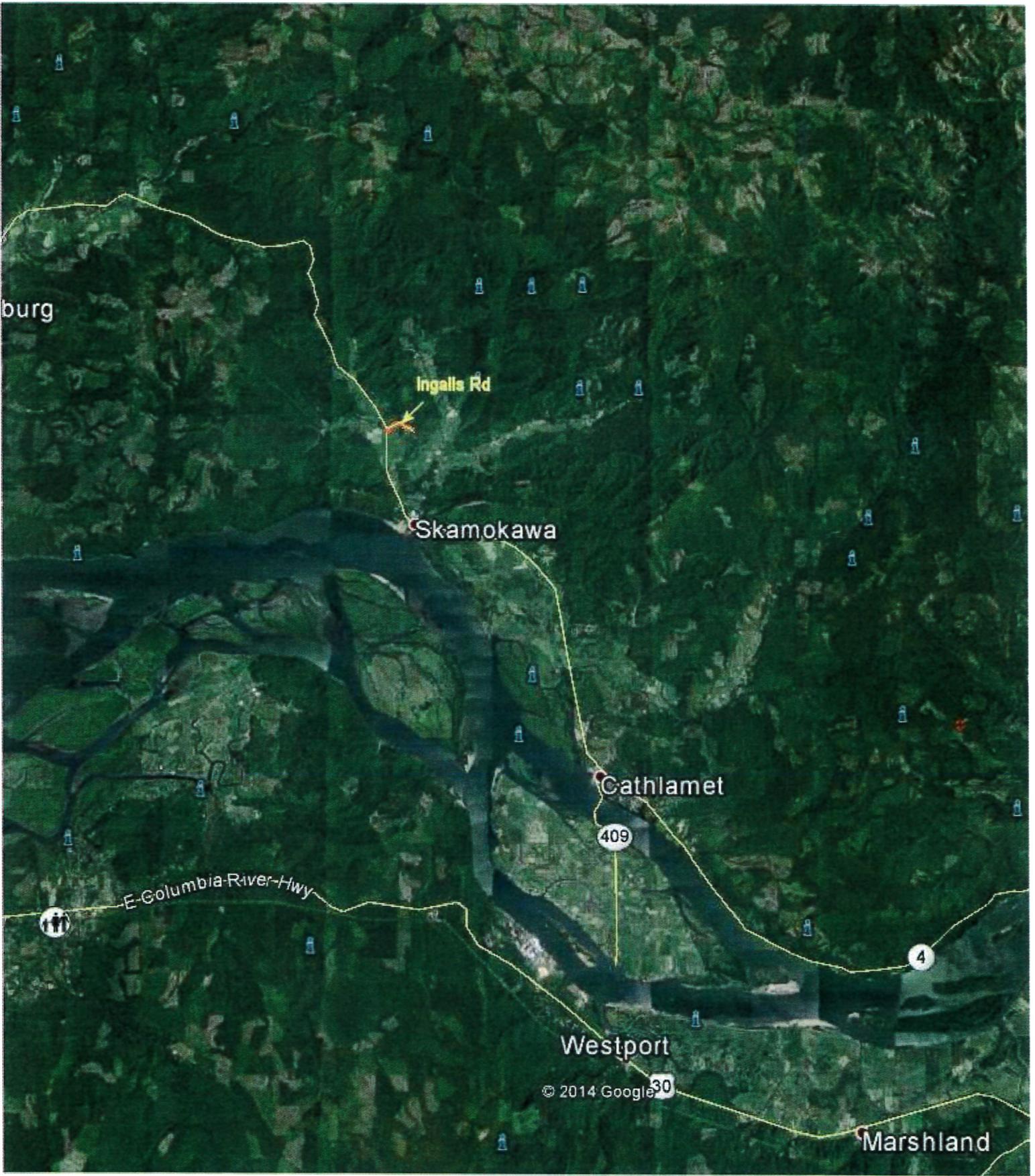
Hogans Hill

Sleepy Hollow

Skamokawa

To Cathlamet/ Longview

JTQ WA Region 3





*Wahkiakum County Courthouse
Cathlamet, Washington*

*District No. 1 Commissioner: Mike Backman
District No. 2 Commissioner: Daniel L. Cothren, Chair
District No. 3 Commissioner: Blair H. Brady*

Clerk of the Board: Marsha LaFarge

P. O. Box 586
Cathlamet WA 98612

(360) 795-8048

October 14, 2013

Jay Weber, Executive Director
County Road Administration Board
2404 Chandler Court SW, Suite 240
Olympia, WA 98504-0913

RE: Withdrawal from funding Agreement for Ingalls Road-Project No. 3510

Dear Mr. Weber:

This is to indicate withdrawal of Wahkiakum County from the funding agreement for the Ingalls Road, Rural Arterial Trust Account project No. 3510. While we are very appreciative of the funding support and programs administered by the County Road Administration Board, it is time to take a different course of action for this segment of Ingalls Road.

After exploring alternatives to the original project concept, our Public Works Department found that wetland conditions and storm-water requirements made this project cost prohibitive for Wahkiakum County. Therefore we are withdrawing from this grant, and the County Engineer has recommended the project be re-submitted in the future as a 2-R project that will not run into the same types of problems.

We believe the effort expended to date has been useful to lead us toward the best possible decision, and that work developed can be utilized on the future project.

Sincerely,

Dan Cothren, Chair
Board of County Commissioners

Cc: Pete Ringen, Public Works Director/County Engineer

**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 Wahkiakum

ROAD NAME: Ingalls Road

RAP PROJ NO. 3510

BEGIN M.P. 0.81

END M.P. 1.49

RATA approved: \$730,000

Project RATA funds received by the County: \$19,899.05 (A)

will not proceed to completion for the following reasons:

Concepts about needed right-of-way for constructing the project as envisioned were later found to be invalid. Other alternatives were explored, which led to mapping of wetlands. The extent of wetlands coupled with stormwater requirements has made the original project concept no longer viable. The project should be ended and later re-submitted as a 2-R project, because a 3-R project is cost prohibitive.

(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 completed survey, considerable preliminary design effort, and a wetland study. All of these expenditures were necessary to good decision making. The survey and design information developed to date will be useful and a savings for a future 2-R project on this segment of Ingalls Road. It is not expeditious to split out the costs between the wetland mapping and surveying by consultant forces, these costs combined were \$14,662.78. All other expenditures were for County personnel time or equipment working on this 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. 19,899.05 (C)

Project termination and
waiver request submitted by:



on: October 14 2014

Ingalls Road Rehabilitation
 Milepost 0.81 to 1.317
 9/9/2014

Contract Work

Item	Quantity		Per Each	Total
HMA for Overlay	660 C.Y.	1287 Tons	\$100.00	\$128,700.00
HMA for Full-Depth Recess Transitions	59 C.Y.	116 Tons	\$105.00	\$12,133.33
Beam Guardrail Type 31	760 LF		\$40.00	\$30,400.00
Beam Guardrail Type 31 Terminal	10 EACH		\$2,500.00	\$25,000.00
Project Temporary Traffic Control	1 LS		\$5,000.00	\$5,000.00
SPCC Plan	1 LS		\$3,000.00	\$3,000.00
Mobilization	1 LS		\$15,000.00	\$15,000.00
Contingencies (20%)				\$43,846.67
Subtotal				\$263,080.00
Engineering/Project Management (15%)				\$39,462.00
Contract Total				\$302,542.00

County Performed Work

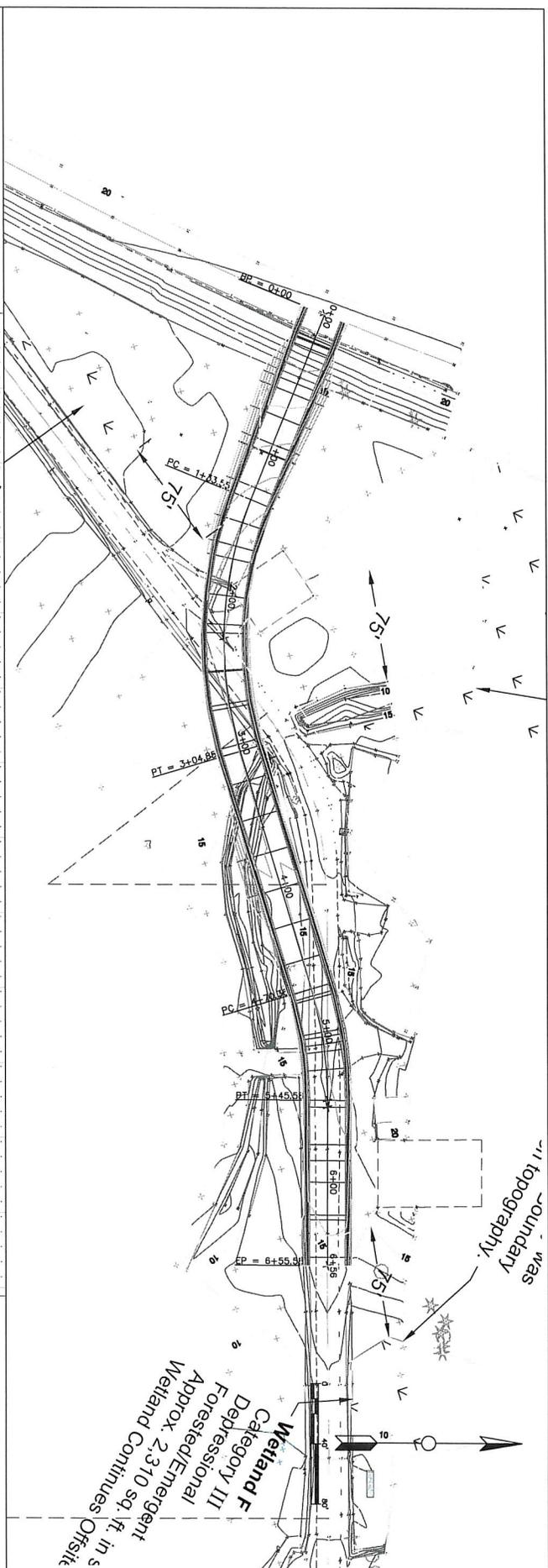
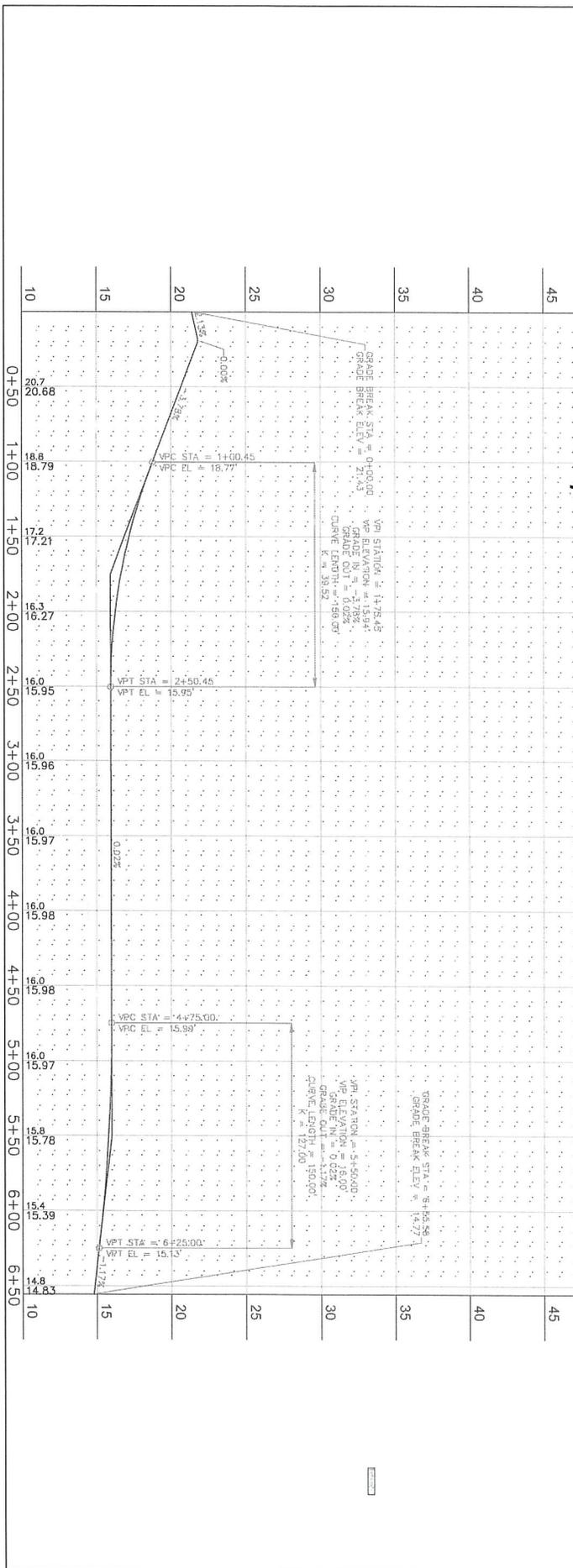
Materials	Quantity		Per Each	Total
CSTC	515.6 C.Y.	907 Tons	\$11.00	\$9,981.16
CSBC	773 C.Y.	1361 Tons	\$10.00	\$13,610.67
Ballast	364 C.Y.	600 Tons	\$10.50	\$6,304.38
Quarry Spalls	227 C.Y.	329 Tons	\$9.00	\$2,959.93
Fill	7000 C.Y.	11900 Tons	\$4.00	\$47,600.00
Mulch	600 C.Y.		\$20.00	\$12,000.00
Compost	600 C.Y.		\$20.00	\$12,000.00
Plantings	1 LS		\$1,000.00	\$1,000.00
Geotextile	350 SY		\$1.00	\$350.00
Culvert Bedding/Backfill	453 C.Y.	798 Tons	\$10.00	\$7,978.67
Culvert Pipe	160 LF		\$14.50	\$2,320.00
Fish Culvert Pipe	60 LF		\$132.00	\$7,920.00
Gabion Baskets 3x3x9	26 EACH		\$140.00	\$3,640.00
Quarry Spalls for Baskets	78 C.Y.	113 Tons	\$9.00	\$1,017.90
Paint line	1 LS		\$1,000.00	\$1,000.00

Construction Labor and Equipment

Digouts	Hours	Rate	Total
Equipment Operator	240	\$36.00	\$8,640.00
Pickup	80	\$14.00	\$1,120.00
315 Excavator	40	\$28.00	\$1,120.00
Dump Truck	160	\$39.00	\$6,240.00
Cat Roller	40	\$25.00	\$1,000.00
Case Backhoe	40	\$33.00	\$1,320.00
Plate Compactor	40	\$1.50	\$60.00
Trailer	10	\$24.00	\$240.00
Grader	40	\$63.00	\$2,520.00

Widening and Slope Flattening		Hours	Rate	Total
	Equipment Operator	540	\$36.00	\$19,440.00
	Pickup	180	\$14.00	\$2,520.00
	315 Excavator	90	\$28.00	\$2,520.00
	Dump Truck	360	\$39.00	\$14,040.00
	Cat Roller	90	\$25.00	\$2,250.00
	Trailer	10	\$24.00	\$240.00
	International w/ water tank	45	\$74.00	\$3,330.00
	Grader	90	\$63.00	\$5,670.00
Pulverizing				
		Hours	Rate	Total
	Equipment Operator	80	\$36.00	\$2,880.00
	Pickup	40	\$14.00	\$560.00
	Cat Roller	20	\$25.00	\$500.00
	Trailer	5	\$24.00	\$120.00
	Grader	20	\$63.00	\$1,260.00
	D5 Cat	20	\$203.00	\$4,060.00
Full Depth Pavement Transitions				
		Hours	Rate	Total
	Equipment Operator	60	\$36.00	\$2,160.00
	Pickup	20	\$14.00	\$280.00
	315 Excavator	10	\$28.00	\$280.00
	Dump Truck	40	\$39.00	\$1,560.00
	Cat Roller	10	\$25.00	\$250.00
	Trailer	4	\$24.00	\$96.00
	International w/ water tank	10	\$74.00	\$740.00
	Grader	10	\$63.00	\$630.00
Culvert Replacements and Extensions				
		Hours	Rate	Total
	Equipment Operator	300	\$36.00	\$10,800.00
	Pickup	100	\$14.00	\$1,400.00
	315 Excavator	50	\$28.00	\$1,400.00
	Dump Truck	150	\$39.00	\$5,850.00
	Case Backhoe	50	\$33.00	\$1,650.00
	Plate Compactor	50	\$1.50	\$75.00
	Trailer	10	\$24.00	\$240.00
Gabion Basket Placement				
		Hours	Rate	Total
	Equipment Operator	180	\$36.00	\$6,480.00
	Pickup	60	\$14.00	\$840.00
	315 Excavator	30	\$28.00	\$840.00
	Dump Truck	120	\$39.00	\$4,680.00
	Trailer	4	\$24.00	\$96.00
CSBC and CSTC Placement				
		Hours	Rate	Total
	Equipment Operator	360	\$36.00	\$12,960.00
	Pickup	120	\$14.00	\$1,680.00
	Dump Truck	240	\$39.00	\$9,360.00
	Cat Roller	60	\$25.00	\$1,500.00
	Trailer	10	\$24.00	\$240.00
	International w/ water tank	30	\$74.00	\$2,220.00
	Grader	60	\$63.00	\$3,780.00
Final Grading				
		Hours	Rate	Total
	Equipment Operator	40	\$36.00	\$1,440.00
	Pickup	20	\$14.00	\$280.00

Cat Roller	10	\$25.00	\$250.00
Trailer	4	\$24.00	\$96.00
International w/ water tank	5	\$74.00	\$370.00
Wetland Mitigation	Hours	Rate	Total
Equipment Operator	120	\$36.00	\$4,320.00
Pickup	40	\$14.00	\$560.00
315 Excavator	20	\$28.00	\$560.00
Dump Truck	40	\$39.00	\$1,560.00
Trailer	10	\$24.00	\$240.00
Vegetated Filter Strips			
Equipment Operator	1440	\$36.00	\$51,840.00
Dump Truck	1200	\$39.00	\$46,800.00
D5 Cat	80	\$203.00	\$16,240.00
Grader	80	\$63.00	\$5,040.00
Roller	80	\$25.00	\$2,000.00
General Cleanup	Hours	Rate	Total
Equipment Operator	20	\$36.00	\$720.00
Pickup	10	\$14.00	\$140.00
Power Broom	10	\$86.00	\$860.00
		Contingencies (20%)	\$83,347.14
		Subtotal	\$500,082.84
		Engineering/Project Management (15%)	\$75,012.43
		County Work Total	\$575,095.26
		ROW	\$50,000.00
		Project Total (County + Contract)	\$927,637.26

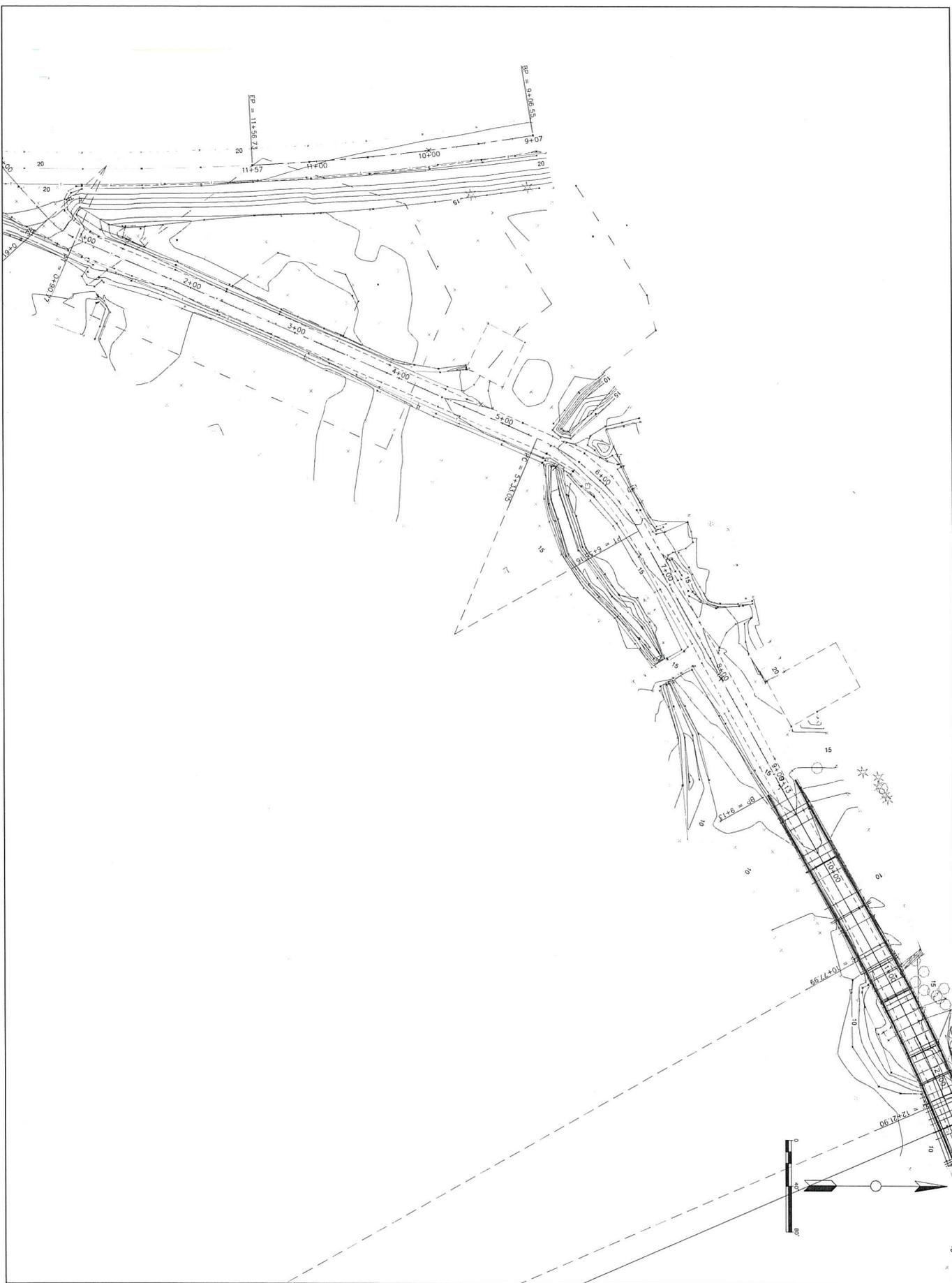


Project: Ingalls F
Date: 10/21
Scale: 1" = 1'

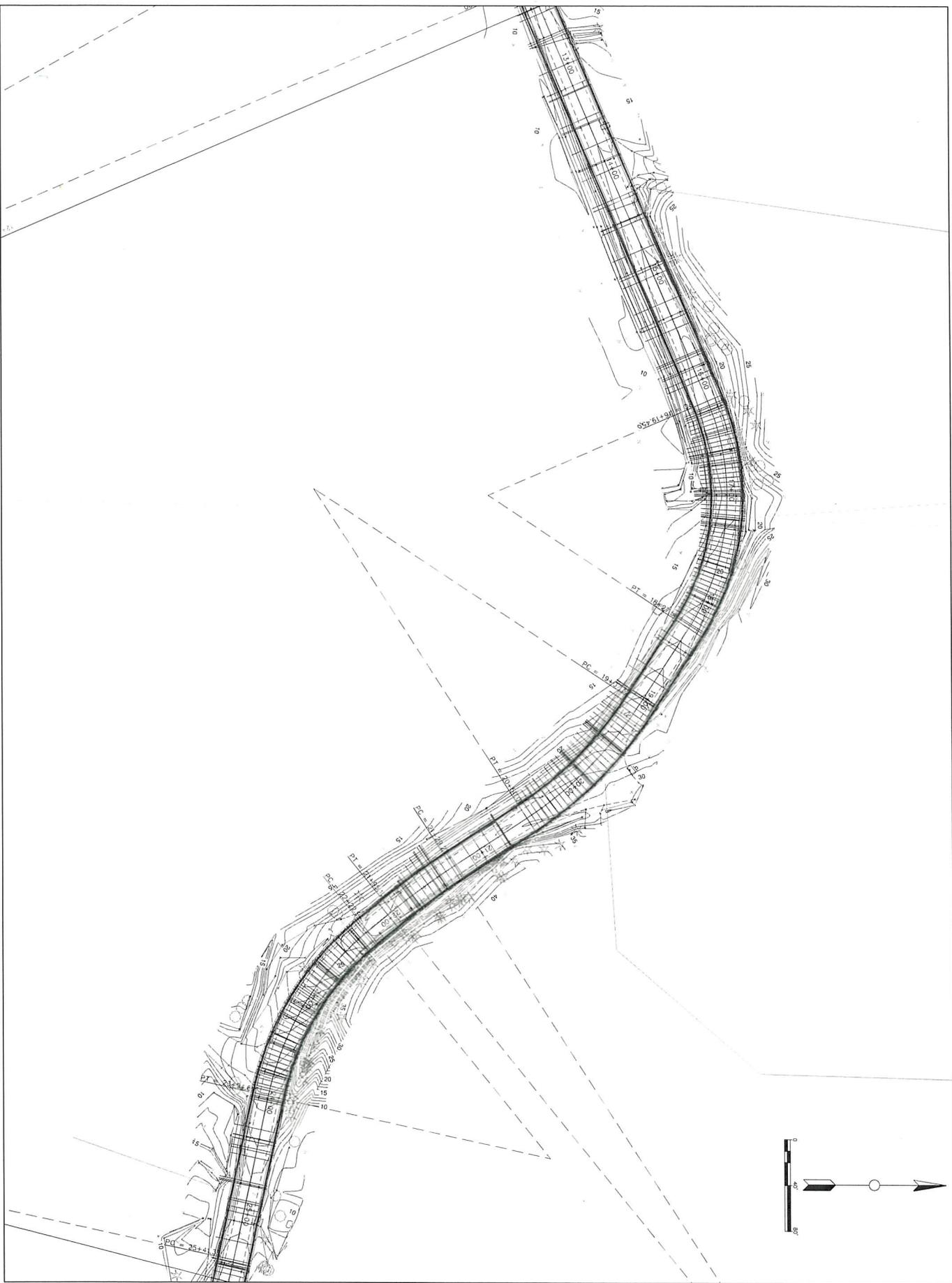
Project Name and Ingalls R

Form Name and

No.



<p>General Notes</p>	<table border="1"> <tr> <td>Revised</td> <td>By</td> <td>Date</td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> </table> <p>Drawn: [Name]</p>	Revised	By	Date				<p>Project Name and Location: Ingalls Road, 3rd 12 Lanes, 2.1'</p>	<p>Ingalls Road 3 Date: 10/22/2014 Scale: 1" = 40'</p>
Revised	By	Date							



<p>General</p>	<table border="1"> <tr> <td data-bbox="625 1984 641 2089">No.</td> <td data-bbox="641 1984 657 2089">Revision</td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> </tr> </table>	No.	Revision							<p>Project Name and Address Ingalls Road, 3H 12 Lanes 2:1</p>	<p>Project Ingalls Road 3 Date 10/22/2014 Scale 1" = 40'</p>
No.	Revision										

2015 CRABoard Meeting Schedule

(tentative)

January 22-23, 2015 OR CRAB Office, Olympia
January 29-30, 2015

April 9-10, 2015 OR CRAB Office, Olympia
April 16-17, 2015

July 23-24, 2015 OR CRAB Office, Olympia
July 30-31, 2015

October 22-23, 2015 OR CRAB Office, Olympia
October 29-30, 2015

- *January 20-21 – Transportation Commission
- *January 20-23 – Surveyor’s Camp
- *January 23 – FMSIB
- *January 29-30 - TIB
- *April 15-16 – Transportation Commission
- April 19-23 – NACE Annual Conference, Daytona Beach, FL
- July 10-13 – NACo Annual Conference, Charlotte, NC
- *July 14-15– Transportation Commission
- July 15-19 – Lakefair
- *July 16-17 - FMSIB
- *October 13-14 – Transportation Commission
- October 26-30 – APWA Fall Conference, Yakima

*Starred items are “best guess” dates based on past scheduling

- *All meetings are scheduled to begin at 1:00 pm the first day and recess at 5:00 pm*
- *The Board will reconvene at 9:00 am the second day and adjourn by Noon*

Fund Balance Detail Report - All Biennia

Analyst Recommendations

Rural Arterial Trust Account

(Dollars in Thousands)

	2013-15	2015-17	2017-19	2019-21	2021-23	2023-25	2025-27	2027-29	2029-31
Beginning Fund Balance	23,182	13,579	2,300	3,238	4,404	4,729	6,183	44,780	44,951
Total Revenue	36,336	37,727	37,959	38,202	38,379	38,526	38,648	222	222
Minimum Fund Balance	(1,000)	0	0	0	0	0	0	0	0
Motor Vehicle Fuel Tax Distribution	37,114	37,499	37,667	37,849	37,974	38,050	38,071	0	0
Stat Lic/Permits/Fees Trsf to Rural Arterial Trust	0	6	70	131	183	254	355	0	0
Treasury Deposit Earnings	222	222	222	222	222	222	222	222	222
Total Expenditures	45,939	49,006	37,021	37,036	38,054	37,072	51	51	51
+ 105 010 S Health Insurance Increase Estimate	0	9	9	9	9	9	9	9	9
+ 105 010 S Pension Increase Estimate	0	8	8	8	8	8	8	8	8
+ 105 010 S Salary Increase Estimate	0	34	34	34	34	34	34	34	34
406 010 S County Road Administration Board - Operating	939	955	970	985	1,003	1,021	0	0	0
406 01C S County Road Administration Board - Capital	57,394	48,000	36,000	36,000	37,000	36,000	0	0	0
+ 406 01C S Assumed Underrun	(12,394)	0	0	0	0	0	0	0	0
Ending Fund Balance	13,579	2,300	3,238	4,404	4,729	6,183	44,780	44,951	45,122

Fund Balance Detail Report - All Biennia

Analyst Recommendations

County Arterial Preservation Program

(Dollars in Thousands)

	2013-15	2015-17	2017-19	2019-21	2021-23	2023-25	2025-27	2027-29	2029-31
Beginning Fund Balance	4,088	1,283	446	965	1,101	1,307	1,533	33,841	33,781
Total Revenue	30,641	31,938	32,067	32,207	32,304	32,352	32,368	0	0
Minimum Fund Balance	(1,000)	0	0	0	0	0	0	0	0
Motor Vehicle Fuel Tax Distribution	28,630	28,927	29,056	29,196	29,293	29,352	29,368	0	0
Stat Lic/Permits/Fees Trsf from Trans Partnshp Acc	3,000	3,000	3,000	3,000	3,000	3,000	3,000	0	0
Treasury Deposit Earnings	11	11	11	11	11	0	0	0	0
Total Expenditures	33,446	32,775	31,548	32,071	32,098	32,126	60	60	60
+ 105 010 S Health Insurance Increase Estimate	0	11	11	11	11	11	11	11	11
+ 105 010 S Pension Increase Estimate	0	9	9	9	9	9	9	9	9
+ 105 010 S Salary Increase Estimate	0	40	40	40	40	40	40	40	40
406 010 S County Road Administration Board - Operating	1,446	1,465	1,488	1,511	1,538	1,566	0	0	0
406 01C S County Road Administration Board - Capital	32,000	31,250	30,000	30,500	30,500	30,500	0	0	0
Ending Fund Balance	1,283	446	965	1,101	1,307	1,533	33,841	33,781	33,721

October 2014 CRABoard Meeting
Deputy Director's Report

10/28/2014 2:30 PM

A. County Engineer Changes since July 2014

1. By letter on October 22, 2014, Thurston County announced that County Engineer Scott Lindblom, PE, was named Thurston County Engineer. Thurston County had first announced the appointment of Public Works Director Ramiro Chavez, PE, PgMP. Thurston County continued to advertise for applicants and interviews were conducted on October 10, 2014.

2. By letter on September 10, 2014, Franklin County announced that Matthew Rasmussen, PE, has resigned as County Engineer, effective September 5, 2014. Franklin County has begun to advertise for applicants and an agreement with Benton County for County Engineer services was signed on October 15, 2014. Benton County Engineer Dan Ford, PE, will continue to serve as acting County Engineer until the position is filled.

B. County Visits completed since July 2014

- Kitsap County (2)
- Thurston County (2)

Numerous contacts with County Engineers took place in other venues.

C. County Audit Reports reviewed since July 2014

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 CRAB board to staff in response to the audits. This report details our staff procedures to satisfy the SAO.

CRAB has reviewed ***forty-seven (47)*** audit reports representing ***thirty-seven (37)*** counties since the July 2014 board meeting. ***Eighteen (18)*** audits contained a total of ***sixteen (16)*** new findings issued and ***twenty-three (23)*** prior findings updated. ***Four (4)*** new findings involved County Road Funds in some form. ***Two (2)*** previous findings involved County Road Funds in some form. Audits in bold print revealed substantive findings involving County Road Funds:

2013 Audits					# New	County	# Previous	Status of
Report #	Entity/Description	Report Type	Audit Period	Date Released	Findings	Road?	Findings	Findings
1012363	Yakima County	Comprehensive Annual F.R.	01/01/2013 to 12/31/2013	7/30/2014	0	0	0	0
1012293	Benton County	Financial and Federal	01/01/2013 to 12/31/2013	7/31/2014	0	0	0	0
1012294	Clark County	Accountability	01/01/2013 to 12/31/2013	7/31/2014	0	0	0	0
1012295	Clark County	Financial and Federal	01/01/2013 to 12/31/2013	7/31/2014	0	0	0	0
1012364	Yakima County	Financial and Federal	01/01/2013 to 12/31/2013	8/18/2014	0	0	1	0
1012400	Skagit County	Accountability	01/01/2013 to 12/31/2013	8/21/2014	0	0	0	0
1012421	Thurston County	Accountability	01/01/2013 to 12/31/2013	9/2/2014	0	0	0	0
1012422	Thurston County	Financial and Federal	01/01/2013 to 12/31/2013	9/2/2014	0	0	3	0
1012423	Grant County	Fraud	01/01/2013 to 12/31/2013	9/2/2014	1	0	0	0
1012435	Jefferson County	Financial and Federal	01/01/2013 to 12/31/2013	9/2/2014	0	0	2	0
1012451	King County	Financial and Federal	01/01/2013 to 12/31/2013	9/4/2014	2	0	2	0
1012503	Snohomish County	Financial and Federal	01/01/2013 to 12/31/2013	9/8/2014	0	0	0	0
1012523	Columbia County	Financial and Federal	01/01/2013 to 12/31/2013	9/11/2014	0	0	0	0
1012528	Klickitat County	Financial and Federal	01/01/2013 to 12/31/2013	9/15/2014	1	<<ER&R(1)	2	0
1012537	Pend Oreille County	Financial and Federal	01/01/2013 to 12/31/2013	9/15/2014	0	0	0	0
1012540	Franklin County	Financial and Federal	01/01/2013 to 12/31/2013	9/15/2014	0	0	0	0
1012541	San Juan County	Accountability	01/01/2013 to 12/31/2013	9/15/2014	0	0	0	0
1012542	San Juan County	Financial and Federal	01/01/2013 to 12/31/2013	9/15/2014	0	0	0	0
1012544	Grays Harbor County	Accountability	01/01/2013 to 12/31/2013	9/15/2014	0	0	0	0
1012545	Grays Harbor County	Financial and Federal	01/01/2013 to 12/31/2013	9/15/2014	2	0	0	0
1012550	Lewis County	Accountability	01/01/2013 to 12/31/2013	9/15/2014	0	0	0	0
1012551	Lewis County	Financial and Federal	01/01/2013 to 12/31/2013	9/15/2014	0	0	2	0
1012556	Pacific County	Financial and Federal	01/01/2013 to 12/31/2013	9/15/2014	0	0	0	0
1012564	Pierce County	Financial and Federal	01/01/2013 to 12/31/2013	9/18/2014	0	0	0	0
1012580	Asotin County	Financial and Federal	01/01/2013 to 12/31/2013	9/18/2014	0	0	0	0
1012609	Walla Walla County	Financial and Federal	01/01/2013 to 12/31/2013	9/22/2014	0	0	0	0
1012632	Whatcom County	Financial and Federal	01/01/2013 to 12/31/2013	9/22/2014	0	0	0	0
1012633	Whatcom County	Accountability	01/01/2013 to 12/31/2013	9/22/2014	0	0	0	0
1012650	Cowlitz County	Financial and Federal	01/01/2013 to 12/31/2013	9/22/2014	0	0	1	0
1012652	Chelan County	Financial and Federal	01/01/2013 to 12/31/2013	9/22/2014	1	0	1	0
1012657	Okanogan County	Financial and Federal	01/01/2013 to 12/31/2013	9/25/2014	0	0	0	0
1012660	Spokane County	Financial and Federal	01/01/2013 to 12/31/2013	9/25/2014	2	<<(1) (1)>>	2	Ongoing
1012661	Whitman County	Financial and Federal	01/01/2013 to 12/31/2013	9/25/2014	1	0	1	0
1012662	Wahkiakum County	Financial and Federal	01/01/2013 to 12/31/2013	9/25/2014	0	0	0	0
1012663	Kittitas County	Financial and Federal	01/01/2013 to 12/31/2013	9/25/2014	0	0	1	0
1012678	Garfield County	Financial and Federal	01/01/2013 to 12/31/2013	9/25/2014	0	0	0	0
1012698	Lincoln County	Financial and Federal	01/01/2013 to 12/31/2013	9/29/2014	0	0	0	0
1012716	Island County	Financial and Federal	01/01/2013 to 12/31/2013	9/29/2014	1	1	0	0
1012717	Island County	Accountability	01/01/2013 to 12/31/2013	9/29/2014	0	0	1	0
1012721	Stevens County	Financial and Federal	01/01/2013 to 12/31/2013	9/29/2014	0	0	0	0
1012724	Grant County	Financial and Federal	01/01/2013 to 12/31/2013	9/29/2014	0	0	0	0
1012732	Ferry County	Financial and Federal	01/01/2013 to 12/31/2013	9/29/2014	2	0	1	0
1012735	Douglas County	Financial and Federal	01/01/2013 to 12/31/2013	9/29/2014	0	0	0	0
1012745	Skamania County	Accountability	01/01/2012 to 12/31/2013	9/29/2014	0	ER&R(1)>>	1	0
1012746	Skamania County	Financial and Federal	01/01/2013 to 12/31/2013	9/29/2014	3	<<ER&R(1)	2	0
1012753	Adams County	Financial and Federal	01/01/2013 to 12/31/2013	9/30/2014	?	?	?	?
1012754	Adams County	Financial	01/01/2013 to 12/31/2013	9/30/2014	?	?	?	?

D. Other Activities and Visits since July 2014

5 August	BRPLS&E Survey Committee Meeting	Sea-Tac
8 August	WDFW Hearing	Olympia
3 September	CRAB Forms Database	CRAB Office
3 September	Statewide PMS Decision Tree Meeting	CRAB Office
9 September	Kitsap Co. Road Supervisor Interviews	Port Orchard
11 September	Public Records Training	CRAB Office
12 September	Governor's XO 14-04 Meeting	WSDOT HQ
24 September	Thurston County Visit	Olympia
29 September	NACE Emer. Resp. Conference Call	CRAB Office
30 September	Budget Questions Conference Call	CRAB Office
2 October	Kitsap County Sign Shop Visit	Port Orchard
20 October	Quarterly Financial Meeting	CRAB Office

Report from Jeff Monsen, P.E., Intergovernmental Policy Manager

County Visits

Travel to and meetings at the following County offices:

Mason - 9/15
Franklin - 9/16
Benton - 9/17
Snohomish - 9/22
Okanogan - 10/1
Grant - 10/2
Douglas - 10/2
San Juan - 10/23

Other meetings and activities

JTC (Yakima) - 9/18
WSAC Legislative Steering (Ellensburg) - 9/18
IACC (Wenatchee -- RAP/CAPP Funding Presentation) - 10/1
Thurston County Sheriff's Office (re: Road Fund) - 10/8
Thurston County CE Interview Panel - 10/10
Skagit County RAP project site visit - 10/22

Office of the County Engineer Training

3-day CE Training scheduled for Dec 9-11, at CRAB, 12 participants signed up (representing 9 counties), with 2 more currently on waiting list

Customized training scheduled for 9:00-12:00, Friday November 21st (Spokane) at the conclusion of the WSAC conference

Training Agenda Outline:

Who is CRAB?
What is the Office of the County Engineer?
Guiding Laws and Procedures
Revenue & Fund Management Issues
Road Fund
ER&R Fund
Road Levy (Limits / Shift / Diversion)
Motor Vehicle Fuel Tax (MVFT)

County Engineer Desk Manual

October 2014 update to the CE/PWD Desk Manual will be released next week.

Prior to its release, I want to make the CRABoard aware of the following new section currently contained in the draft document:

As a result of increasing financial resource challenges faced by counties to provide general government services, it is becoming more common that they choose to apply policies that utilize other county managed Funds to supplant the General Fund for certain types of expenditures. One example of this is the use of Road Fund resources to pay for a defined portion of traffic law enforcement costs.

A county's consideration of consuming Road Fund resources for traffic law enforcement should always include extensive discussion of the short-term and long-term implications of such a decision on county road infrastructure and operations. The collection and review of all available data should occur whether it's a first time consideration by the County or reconsideration of a previous year's action.

The following information is intended to summarize actions and procedures pertaining to the permissive use of the Road Fund resources for traffic law enforcement. However ... just because you can doesn't mean you should ...

While there are no specific definitions of "traffic law enforcement" in RCW or WAC, the following list is intended to be guidance as to what would generally be considered as traffic law enforcement activities:

- speed limit and other traffic law enforcement;
- collision investigation documenting/reporting
- special emphasis patrols;
- reducing unsafe road and right-of-way conditions;
- removing abandoned vehicles from the county road and rights-of-way;
- removing roadway and right-of-way obstructions;
- investigating illegal littering and dumping on county road rights-of-way;
- oversize vehicle (weight, length, width and height) enforcement;
- sign damage investigation and enforcement;
- road condition enforcement, including mud, water, debris, or spills;
- rights-of-way encroachment investigation and enforcement;
- maintenance and construction zone traffic enforcement;
- county vehicle collision investigation., and
- other activities clearly related to county road law enforcement needs, as mutually agreed upon in writing by the county road engineer and the county sheriff.

The evaluation of whether actual expenditures are considered allowable traffic law enforcement costs is based exclusively on:

- Was the activity performed on a county road or within a county road right-of-way or work zone?
- Was documentation created that summarizes the purpose and outcome of the activity?
- Was a cost accounting system utilized (records and procedures) that documents the traffic law enforcement costs?
 - At a level of detail similar to what the County Engineer creates as a normal business practice
 - At a minimum for 100% of the Road Fund resources utilized

Note: The level of detail required is subject to the County's actual scope of activities and associated expenditure types, as well as the area of focus when an audit is performed by the State Auditor's Office (SAO).

There are three methods by which financial resources that would otherwise be allocated to normal road operations (construction, maintenance, etc.) can be made available to and utilized for traffic law enforcement:

- Budgeted Road Fund Expenditures
- Road Levy Diversion
- Road Levy Shift

Note: Taxation decisions implemented by the County's legislative authority are valid for one year. Reconsideration during subsequent years requires independent documentation and decision actions, especially in those cases restoration of maximum taxation authority must occur prior to reconsideration and setting new levies.

A fourth alternative, which is not discussed further here, is exercising one of various statutory provisions which allow an increase in revenue, for a defined purpose, through a voter approved ballot measure.

Budgeted Road Fund Expenditures

As noted in [Section 2.1.1.2](#) (Road Purpose), Article II, Section 40 (18th amendment), of the state [constitution](#), restricts the use of motor vehicle fees and excise taxes (motor vehicle fuel tax) to only highway purposes. The allowable activities listed in the constitution of what is considered a highway purpose includes "... policing by the state of public highways ..." Traffic law enforcement performed by the County Sheriff's office on County roads would be consistent with this permissive language.

Direct Expenditures from the Road Fund is implemented through the normal budgetary process, so long as the Road Fund budget includes a "not-to-exceed" expenditure authority to address defined traffic law enforcement costs. However, the review and approval of all actual expenditures is a statutory responsibility of the County Engineer ([RCW 36.82](#)) to determine whether the cost is appropriate, based on available supporting documentation. This would be the case regardless of the financial transaction type.

Due to the required role of the County Engineer in review and approval of expenditures, it is strongly recommended that, as a part of the County's budget adoption, one or more written agreements be executed between the Board (legislative authority), Sheriff, and County Engineer, in order to clearly describe the:

- Scope of allowable activities
- "Not-to-exceed" budget amount in total, or discreet amounts for certain activities
- Minimum level of documentation necessary for approval by the County Engineer of Road Fund expenditures

Use of budgeted Road Funds also requires annual certification by the Chair of the Board, Sheriff, and County Auditor that use of these Road Fund resources were for only allowable traffic law enforcement activities.

Road Levy Diversion

A Road Levy Diversion is a formal taxation action taken by the Board (legislative authority) approving a specific portion of this levy be diverted by the County Treasurer and deposited into a separate Current Expense Fund account (or other independent fund created for this purpose) rather than be deposited in the Road Fund. The statutory authority to accomplish this is [RCW 36.33.220](#). (see also [Section 3.1.2.1](#) - Property Taxes)

It is important to note that exercise of [RCW 36.33.220](#) authority allows for the use of “diverted” funds for any county service to be provided in the unincorporated area. However, the reason “Diversion” becomes an issue relative to Road Fund resources and traffic law enforcement is due to [RCW 36.79.140](#), pertaining to the Rural Arterial Program (RAP), which states:

“Only those counties that during the preceding twelve months have spent all revenues collected for road purposes only for such purposes ... including traffic law enforcement, as ... allowed ... by Article II, section 40 of the state Constitution are eligible to receive funds from the rural arterial trust account ...”
(see [Section 3.1.2.1](#) for exceptions).

If the County intends to forego RAP eligibility, it is recommended that official documents include language that clearly states this is part of the County’s Road Levy Diversion decision.

If the County is not willing to forego or otherwise risk RAP eligibility, it is strongly recommended that, as a part of the County’s taxation and budget adoption, one or more written agreements be executed between the Board (legislative authority), Sheriff, and County Engineer, in order to clearly describe the:

- The amount of Road Levy being diverted for traffic law enforcement
- Scope of allowable activities
- Minimum level of documentation necessary to demonstrate appropriate use of the diverted Road Levy

Use of diverted Road Funds also requires annual certification by the Chair of the Board, Sheriff, and County Auditor that use of these Road Fund resources were for only allowable traffic law enforcement activities.

Road Levy Shift

As noted in [Section 3.1.2.1](#) (Property Taxes), a levy shift is literally the shifting of taxing authority from the Road District (unincorporated area taxation only) to the general county levy (county-wide taxation, incorporated and unincorporated). If a levy shift is considered, the County Assessor is the most qualified to describe both the required procedures and potential impacts to other local taxing districts, including, but not limited incorporated areas. (See also [RCW 84.52.043](#))

Because this action shifts taxing authority, the revenue collected is deposited directly into the County’s General Fund without any special legal limitations on its use. This means that the additional General Fund capacity can be allocated to traffic law enforcement or any other general government purpose.

Even though this action reduces available Road Fund resources, there are no special Road Fund related reports or certifications on the use of the funds other than the Levy Shift decision documents.

COMPLIANCE & DATA ANALYSIS MANAGER'S REPORT

Prepared by Derek Pohle, PE

CRABoard Meeting October 30–31, 2014

Reporting Period: August 2014 thru October 2014

COMPLIANCE

STANDARDS OF GOOD PRACTICE

Vacancy in Position of County Engineer:

Franklin County:

Matt Rasmussen, PE gave his notice of resignation to the BOCC effective September 5, 2014. The County informed the CRABoard of the vacancy by letter dated September 10, 2014 in accordance with WAC 136-12. Franklin County intends to contract with Benton County for Engineer services until they can hire a new County Engineer.

Thurston County:

The County has advertised the County Engineer position. Thurston County requested assistance from CRAB staff regarding issues of interview questions, format, and participation in interviews. The County has hired a new Public Works Director, Ramiro Chavez, PE. The County conducted interviews for the County Engineer position this October 2014.

Snohomish County:

CRAB staff was notified by Snohomish County on July 18 that County Engineer Owen Carter, PE, was on an extended medical leave, and that his duties as county engineer were temporarily delegated to Bobann Fogard, PE. Mr. Carter has returned to work part-time.

County Audits – For Fiscal Year 2012

Clark County – CRAB staff has been monitoring one new Finding which was Road Fund related. Regarding the allocation of General Liability Insurance costs to the covered Funds, the county did not equitably charge all Funds resulting in the Road Fund being overcharged. The county did have an allocation methodology but did not follow nor update it. The amount in question is stated as \$1,659,699.

CRAB staff met with SAO staff and Clark County staff respectively in Vancouver on May 13 to discuss the status of the audit Finding. It appeared to CRAB staff after the meetings that there was room and motivation on both sides to resolve the issue promptly. Clark County and the SAO audit team had several subsequent meetings

resulting in a proposed resolution. Crab Staff awaits resolution of this issue on November 4 when the BOCC is scheduled to take action in a supplementary budget hearing to restore the funds.

PROPOSED New Standard of Good Practice

Mr. Pohle requested initial discussion and consideration of a new standard of good practice related to RAP eligibility and use of road funds for traffic law enforcement. CRAB staff has observed increasing pressure by County Sheriffs to divert Road Funds, increased SAO scrutiny of expenditures claimed against Traffic Law Enforcement, and an increase in questions from counties regarding D(d)iversion and what are legitimate Traffic Law Enforcement expenditures.

OTHER ACTIVITIES OF THE C&DA MANAGER

- Presented Performance Metrics Dashboard to JTC staff.
- County Engineer's training in Olympia, staff trainer.
- Progress meeting and discussions on Webitizing CRAB reporting forms.
- Program/Planning tools meeting with Gary Rowe/WSAC/Burke and Assoc.
- Sent 2015 CFC limits to counties.
- Required September CLCS status notice to counties.
- Focused County Engineers Training at Kitsap County.
- County visits – Ferry County.
- Public records training.
- Kick-off and subsequent meetings, Pavement Condition Projection tool with Scanlan.
- Board of PE&PLS work session.
- Meeting with County Auditor's Association.

Proposed New Standard of Good Practice

WAC 136-25 – Traffic Law Enforcement Expenditures

136-25-010

Purpose and authority.

RCW [36.79.140](#) sets forth the conditions under which counties are eligible to receive funds from the rural arterial trust account (RATA). WAC [136-150](#) describes how the RATA provisions will be implemented by the county road administration board. This chapter is specific to [WAC 136-150-020, 021, 022, and 030](#) relating to road levy, road levy diversion, and traffic law enforcement.

136-25-020

Diversion of Road Levy Funds may only be for traffic law enforcement within unincorporated areas of the county.

To preserve RATA eligibility, road levy funds diverted pursuant to [RCW 36.33.220](#) may only be used for traffic law enforcement within the unincorporated areas of counties.

136-25-030

Eligible traffic law enforcement activities on county roads.

For purposes of maintaining RATA eligibility, the following traffic law enforcement activities occurring in unincorporated county areas are the only activities that can be funded by county road levy funds.

1. speed limit and other traffic law enforcement;
2. collision investigation documenting/reporting
3. special emphasis patrols;
4. reducing unsafe road and right-of-way conditions;
5. removing abandoned vehicles from the county road and rights-of-way;
6. removing roadway and right-of-way obstructions;
7. investigating illegal littering and dumping on county road rights-of-way;
8. oversize vehicle (weight, length, width and height) enforcement;
9. sign damage investigation and enforcement;
10. road condition enforcement, including mud, water, debris, or spills;
11. rights-of-way encroachment investigation and enforcement;

12. maintenance and construction zone traffic enforcement;
13. county vehicle collision investigation., and
14. other activities clearly related to county road law enforcement needs, as mutually agreed upon in writing by the county road engineer and the county sheriff.

136-25-040

Compliance and documentation.

The certification required by [WAC 136-150-022](#) shall be on a form provided by the County Road Administration Board. Each county and/or county sheriff shall maintain adequate records of annual traffic law enforcement expenditures in such format and detail to demonstrate that the funds were used for the traffic law enforcement activities set out in [WAC 136-25-030](#).

136-25-050

Agreements.

The County Road Administration Board shall provide model documents for counties to use to establish agreements (relationships) between the county legislative authority and the county sheriff and between the county road engineer and the county sheriff for the use of county road levy funds for traffic law enforcement. The agreements should list which activities set out in [WAC 136-25-030](#) are subject to the agreement.

Note: WAC 136-150-030(3) should be amended to read...

(3) All road funds that have been transferred to other funds have been used for legitimate road purposes pursuant [WAC 136-25](#);

(Add New Section) 136-150-050

Definition of Traffic Law Enforcement

For purposes of this chapter, Traffic Law Enforcement is defined as engaging in the following activities in unincorporated county locations:

1. speed limit and other traffic law enforcement;
2. collision investigation documenting/reporting
3. special emphasis patrols;
4. reducing unsafe road and right-of-way conditions;
5. removing abandoned vehicles from the county road and rights-of-way;
6. removing roadway and right-of-way obstructions;
7. investigating illegal littering and dumping on county road rights-of-way;
8. oversize vehicle (weight, length, width and height) enforcement;
9. sign damage investigation and enforcement;
10. road condition enforcement, including mud, water, debris, or spills;
11. rights-of-way encroachment investigation and enforcement;
12. maintenance and construction zone traffic enforcement;
13. county vehicle collision investigation, and
14. other activities clearly related to county road law enforcement needs, as mutually agreed upon in writing by the county road engineer and the county sheriff.

Amend 136-150-022 to read as follows:

In those counties in which diverted road levy or transfer of road funds has been budgeted for traffic law enforcement, the county sheriff shall submit a certification showing the actual expenditure for traffic law enforcement in the previous budget year, on a form provided by the County Road Administration Board, provided that counties with a population of less than eight thousand shall be exempt from this requirement. Such certification shall be submitted to the county road administration board no later than April 1 of each year. Each county or county sheriff shall maintain records of actual annual traffic law enforcement expenditures in such format and detail as to demonstrate that the funds were used for traffic law enforcement.

RCW 36.77.065 - 2015 County Forces Construction Limits Calculation

Date: 8/11/2014

<u>County</u>	<u>2014 County Total Population</u>	<u>2014 County MVFT %</u>	<u>2015 Base Limit</u>	<u>2014 County MVFT % times Base</u>	<u>2015 Calculated Limit</u>
King	2017250	8.5153	\$ 3,250,000	\$ 276,747	\$ 3,526,747
Pierce	821300	7.524	\$ 3,250,000	\$ 244,530	\$ 3,494,530
Snohomish	741000	6.4741	\$ 3,250,000	\$ 210,408	\$ 3,460,408
Spokane	484500	6.3718	\$ 3,250,000	\$ 207,084	\$ 3,457,084
Clark	442800	4.5068	\$ 3,250,000	\$ 146,471	\$ 3,396,471
Thurston	264000	3.4579	\$ 1,750,000	\$ 60,513	\$ 1,810,513
Kitsap	255900	3.5589	\$ 1,750,000	\$ 62,281	\$ 1,812,281
Yakima	248800	4.0646	\$ 1,750,000	\$ 71,131	\$ 1,821,131
Whatcom	207600	2.7539	\$ 1,750,000	\$ 48,193	\$ 1,798,193
Benton	186500	2.1867	\$ 1,750,000	\$ 38,267	\$ 1,788,267
Skagit	119500	2.2542	\$ 1,250,000	\$ 28,178	\$ 1,278,178
Cowlitz	103700	1.5974	\$ 1,250,000	\$ 19,968	\$ 1,269,968
Grant	92900	4.4257	\$ 1,250,000	\$ 55,321	\$ 1,305,321
Franklin	86600	2.0197	\$ 1,250,000	\$ 25,246	\$ 1,275,246
Island	80000	1.5592	\$ 1,250,000	\$ 19,490	\$ 1,269,490
Lewis	76300	2.2143	\$ 1,250,000	\$ 27,679	\$ 1,277,679
Chelan	74300	1.5517	\$ 1,250,000	\$ 19,396	\$ 1,269,396
Grays Harbor	73300	1.6016	\$ 1,250,000	\$ 20,020	\$ 1,270,020
Clallam	72500	1.3117	\$ 1,250,000	\$ 16,396	\$ 1,266,396
Mason	62000	1.5531	\$ 1,250,000	\$ 19,414	\$ 1,269,414
Walla Walla	60150	2.0406	\$ 1,250,000	\$ 25,508	\$ 1,275,508
Whitman	46500	2.9595	\$ 1,250,000	\$ 36,994	\$ 1,286,994
Stevens	43900	2.6142	\$ 1,250,000	\$ 32,678	\$ 1,282,678
Kittitas	42100	1.3734	\$ 1,250,000	\$ 17,168	\$ 1,267,168
Okanogan	41700	2.2988	\$ 1,250,000	\$ 28,735	\$ 1,278,735
Douglas	39700	2.5554	\$ 1,250,000	\$ 31,943	\$ 1,281,943
Jefferson	30700	0.956	\$ 1,250,000	\$ 11,950	\$ 1,261,950
Asotin	21950	1.1338	\$ 800,000	\$ 9,070	\$ 809,070
Pacific	21100	0.8996	\$ 800,000	\$ 7,197	\$ 807,197
Klickitat	20850	1.8342	\$ 800,000	\$ 14,674	\$ 814,674
Adams	19400	2.8547	\$ 800,000	\$ 22,838	\$ 822,838
San Juan	16100	0.6277	\$ 800,000	\$ 5,022	\$ 805,022
Pend Oreille	13210	1.1351	\$ 800,000	\$ 9,081	\$ 809,081
Skamania	11370	0.5657	\$ 800,000	\$ 4,526	\$ 804,526
Lincoln	10700	2.9496	\$ 800,000	\$ 23,597	\$ 823,597
Ferry	7660	1.2089	\$ 800,000	\$ 9,671	\$ 809,671
Columbia	4080	1.0128	\$ 800,000	\$ 8,102	\$ 808,102
Wahkiakum	4010	0.573	\$ 800,000	\$ 4,584	\$ 804,584
Garfield	2240	0.9044	\$ 800,000	\$ 7,235	\$ 807,235
TOTAL	6,968,170	100.0000	\$ 55,850,000	\$ 1,927,302	\$ 57,777,302

CRABoard Meeting October 30-31, 2014

Summary of Maintenance Management Practices 2013-2014

Prepared by Bob Moorhead, P.E., Maintenance Manager

Background:

During the past two years, CRAB's emphasis on Maintenance Management has shifted from "implementation" to "monitor and support." As part of that transition, on-site visits were held with each of the 39 county road departments, utilizing a checklist to review components of the Maintenance Management Standards of Good Practice. A copy of the Expanded Checklist for Maintenance Management is attached.

Results of the Maintenance Management Visits:

All 39 counties are utilizing Maintenance Management techniques in planning, organizing, directing (performing), and controlling (recording) activities. Just as the sizes and features of the 39 county road systems vary widely, so does the level of sophistication needed for each county's work plan. Obviously, Wahkiakum County's smallest 139-mile system of only rural roads is much different from Pierce County's 1,557-mile system, which is about 2/3 (1,053 miles) urban streets and 1/3 (504 miles) rural roads, or Spokane County's largest 2,529-mile system.

The counties also face an array of challenges in just getting the job done. In Whatcom County, a day's work at Point Roberts involves four international border crossings. San Juan County is composed of six islands in the Salish Sea, but only four are served by Washington State Ferries. Indian Reservations, National Forests and Parks, military installations, and the Department of Energy Hanford Site create unusual and challenging land ownership patterns that can result in disconnected county road systems and isolated areas of county road responsibilities.

This is not to say that there is no room for improvement in the counties' Maintenance Management efforts. Some counties have opportunities to improve coordination among multiple road districts, especially in the utilization of specialized equipment and purchase of materials. Performance standards can be made more uniform within some counties. Innovative maintenance practices being initiated by some counties can be shared among the others.

The Most Common Issues Raised:

- Lack of adequate funding.
- Increases in chip seal materials costs.
- Decreases in staffing.
- Levy shifts and diversions for General Fund and/or Traffic Law Enforcement.
- Compatibility of Public Works and County Auditor financial software and reporting systems.

The Next Steps for CRAB:

There is no need to repeat the county checklist visits in the past format. Over the next two to three years, CRAB's Maintenance Management "monitor and support" efforts can be accomplished in a variety of ways:

- Address improvement opportunities in specific counties on a case-by-case basis.
- Share success stories among the counties at WSACE meetings and other venues.
- Continue to be a resource for addressing Maintenance Management questions.
- Continue to share information through the compilation of asphalt and oil bid prices; equipment purchases; inter-county coordination opportunities and needs; etc.

Attachments:

- Expanded Checklist for Maintenance Management used in 2013-2014.
- Anecdotal 2013-2014 Maintenance Management Summary.

Maintenance Manager's Report

Prepared by Bob Moorhead

August - October 2014

Maintenance Management Checklist Reviews

August 6: Benton County

August 7: Klickitat County

August 11: King County

August 12: Adams County

August 13: Stevens County

August 13: Spokane County

August 19: Lewis County

August 28: Snohomish County

September 2: Thurston County

Reviews have now been completed with all 39 counties during 2013 and 2014. A summary of the 21 visits completed in 2013 and the 18 visits completed in 2014 is attached.

County Meetings

September 16: Adams County RAP Project File & Field Review

September 18: Lincoln County RAP Project File & Field Review

October 7: Okanogan County RAP Project File & Field Review

October 21: Stevens County RAP Projects File & Field Reviews

October 22: Chelan County RAP Project File & Field Review

Other Meetings

September 17: Eastern Washington Association of County Road Superintendents, Ritzville

September 29-October 1: WSU Road & Street Supervisors Conference, Yakima

October 8-10: Washington State Chapter APWA Fall Conference, Wenatchee

(Maintenance Management technical session presentation)

October 16: WSACE-FHWA Liaison Meeting, Cle Elum

October 29: WSDOT Roundtable on local agency NEPA compliance and issues, Lacey

CRAB Training August - October 2014

Date	Subject	Location	Participants	Counties Represented
October 2	Sign Rate	Island County	6	1
October 14-15	Mobility 4.0	CRAB Offices	8	7

Future Training Schedule November 2014 – January 2015

Date	Subject	Location	Registration Deadline
November 4-6	Road Design Conference	Spokane	October 31
November 19-20	Mobility 4.0	East Wenatchee	November 14 <i>Full—waiting list available</i>
November 21	Introduction to CRAB for County Commissioners	Spokane	November 21
December 9-11	County Engineer	CRAB Offices	December 5

Listing is in the order visits were made.

County 13-01: Performs bridge inspections with its own Under Bridge Inspection Trailer.

County 13-02: Had Maintenance Management system in place ahead of CRAB.

County 13-03: Road Department Equipment in PW ER&R system. Other departments in separate Motor Pool. Renting tracked mini-excavator for ditch maintenance. May add to ER&R fleet.

County 13-04: Beginning to use Outlook Calendar to show planned activities and equipment usage. Challenges of remote locations with limited access. Using interchangeable bodies on 5-ton chassis.

County 13-05: Builds first draft of Maintenance Management Work Plan using personnel hours, as staffing levels are less variable.

County 13-06: Chip seal cycle has slipped from 7-10 years to 15-20 year cycle. Challenges of disconnected work locations.

County 13-07: Hiring freeze is beginning to reduce work accomplishments.

County 13-08: Inventory is now GIS-based and used with Mobility.

County 13-09: For a small county, some aspects of Maintenance Management are "overkill."

County 13-10: Inventories of stormwater features, signs, roadways, bridges are in place. Signals being added.

County 13-11: Chip seal reduced from 25#/LF to 22#/LF to reduce chip costs and sweeping effort.

County 13-12: Change in staff is creating opportunities to improve Maintenance Management planning and monitoring and budgeting.

County 13-13: With 75% of county road system gravel, maintenance has priority over preservation.

County 13-14: For 2014, work program activity definitions will be uniform in all districts.

County 13-15: Budget and personnel attrition has reduced maintenance to bare minimums.

County 13-16: "Maintenance Management has a powerful use, but small departments do it simply."

County 13-17: To reduce hauling costs, rock crushing is done within 7+/- miles of chip seal projects.

County 13-18: Historical records are the primary basis for Maintenance Management planning. Chip sealing has slipped from 7-year cycle to 10-year cycle.

County 13-19: "Funding is just enough to get by." Newer equipment has offset some personnel losses.

County 13-20: Maintenance backlog is increasing. Lack of funds for seasonal employees.

County 13-21: Rather than using Road Numbers and Mileposts, some maintenance is recorded/monitored by geographical districts.

County 14-22: Road fund adversely affected by reduction/elimination of Federal Forest "Payment in Lieu of Taxes."

County 14-23: Public Works Department develops "annual business plan" for all activities.

County 14-24: Uses a single classification for maintenance personnel, requires CDL at time of hire.

County 14-25: Reduced funding has stretched chip seal program out to 14 year cycle.

County 14-26: Maintenance software generates work orders; time cards entered on laptops.

County 14-27: Budget constraints limiting snow plowing and primitive road maintenance.

County 14-28: With crew size dwindling from 50 to 39, fleet needs being reviewed. Chip seal now on a 13-year cycle.

County 14-29: Chip seal cycle has slipped from 7 to 9 years. Work accomplishments monitored by areas rather than by road number and milepost.

County 14-30: Budget tries to balance maintenance and construction. No chip sealing for last several years.

County 14-31: Maintenance objectives still being developed. Some local access urban roads now on 14-year chip seal cycle. All chip sealing is contracted out.

County 14-32: Foremen prepare daily crew time cards which are e-mailed to supervisors.

County 14-33: Incorporations and annexations have drastically reduced road funding. Strategic plan priorities are #1 Safety, #2 Regulatory, and #3 Maintenance.

County 14-34: Winter road treatment with brine rather than sand & salt to reduce spring cleanup effort. Some BST roads will be ground up and graded when safety requires it.

County 14-35: BST roads are patched and crack sealed the year before applying chip seal. Winter maintenance is primarily snow plowing due to weather and terrain.

County 14-36: May combine four maintenance districts into two. Priorities are safety and operations.

County 1-37: Chip seal now on 12-year cycle. HMA and culvert replacements reduced. Effects of 2007 Floods still lingering.

County 14-38: Implementing GIS and "geo-located point locations" for work sites and inventory. Significant NPDES tasks are a drain on personnel time, but are not paid from the Road Fund.

County 14-39: Single county-wide district. Crew organized in four teams for Vegetation, Drainage, Surfacing, and Gravel Roads/Bridges.