AGENDA

County Road Administration Board
April 14-15, 2016
CRAB Office - Olympia Washington

Thursday 9:00 AM

1 Call to Order

2 Chair's Report - Commissioner Snyder

A.	Approve April 14-15, 2016 Agenda	Action	Enclosure
B.	Approve Minutes of January 21-22, 2016 CRABoard Meeting	Action	Enclosure
C.	Proposed Amendment to October 29-30, 2015 Meeting Minutes	Action	Enclosure
D.	Introduce New Staff Member Michael Clark	Info	

3 Work Session/Possible Executive Session - Personnel Issue

NOON Lunch

1:00 PM - Public Meeting

4 Rural Arterial Program - Randy Hart, PE

A.	Program Status Report	Info	Enclosure
B.	RAP Project Actions Update	Info	Enclosure
C.	Resolution 2016-003 Apportion RATA Revenues to Regions	Action	Enclosure
D.	Resolution 2016-004 Allocate Estimated Revenue to Projects	Action	Enclosure
E.	1. Lewis County Waiver of Payback	Action	Enclosure
	2. Yakima County Bridge #502 Time Extension	Action	Enclosure
F.	Spokane County Bigelow Gulch 4 Update	Info	Enclosure

5 Director's Report - Jay Weber

A.	CRABoard Positions	Info	Enclosure
B.	WSACE County Engineer of the Year Nominations	Info	Enclosure
C.	WSACE Project-Program Manager Award Nominations	Info	Enclosure
D.	Audit	Info	
E.	Current Budget Status/Supplemental Budget	Info	Enclosure

2:00 PM

6 Public Hearing

A.	WAC 136-25 New Standard of Good Practice-Traffic Law	Action	Enclosure
B.	WAC 136-150-022 - Rules Update	Action	Enclosure

7	Maintenance Manager's Report - Bob Moorhead, PE	Info	Enclosure
8	Compliance Report - Derek Pohle, PE	Info	Enclosure
9	Resolution 2016-005 Annual Certification - Jay Weber	Action	Enclosure

RECESS

5:00 PM Dinner at Anthony's Homeport

Friday 8:30AM

10 Call to Order

11	WSACE Report - Gary Rowe, PE	Info	
12	Deputy Director's Report - Walt Olsen		
	A. County Engineers/PWD Status	Info	Enclosure
	B. County Visits Completed Since January 2016	Info	Enclosure
	C. County Audits	Info	Enclosure
	D. Other Activities	Info	Enclosure
13	Division Reports		
	A. Intergovernmental Policy Manager - Jeff Monsen	Info	Enclosure
	B. Assistant Director - Steve Hillesland	Info	Handout

ADJOURN

Chairman's Signature: _____

Attest: _____

Minutes
County Road Administration Board
January 21-22, 2016
CRAB Office – Olympia, Washington

Members Present: Dale Snyder, Douglas County Commissioner, Chair
Brian Stacy, PE, Pierce County Engineer, Vice-Chair
Andrew Woods, PE, Columbia County Engineer, Second Vice-Chair
Rob Coffman, Lincoln County Commissioner
Lisa Janicki, Skagit County Commissioner
Kathy Lambert, King County Councilmember
Todd Mielke, Spokane County Commissioner
Bill Schulte, Lewis County Commissioner
Mark Storey, PE, Whitman County Engineer

Staff Present: Jay Weber, Executive Director
Walt Olsen, PE, Deputy Director
Steve Hillesland, Assistant Director
Karen Pendleton, Executive Assistant
Jeff Monsen, PE, Intergovernmental Policy Manager
Bob Moorhead, PE, Maintenance Manager
Derek Pohle, PE, Compliance & Data Analysis Manager
Rhonda Mayner, Secretary
*Randy Hart, PE, Grant Programs Manager
*Jim Ayres, Design Systems Manager

Guests: Scott Blonien, WACO Executive Director
*Bob Koch, Franklin County Commissioner
**Gary Rowe, WSACE Managing Director
**Rob Snaza, Lewis County Sheriff

*Present January 21,2016 only
** Present January 22, 2016 only

CALL TO ORDER

Chair Snyder called the County Road Administration Board quarterly meeting to order at 1:00 p.m. on Thursday, January 21, 2016 at the CRAB Office in Olympia.

CHAIR'S REPORT

Chair Snyder presented a plaque to Commissioner Koch in appreciation of his previous service on the Board.

He reminded those present to silence all electronic devices.

Approve January 21-22, 2016 Agenda
Chair Snyder advised the Board that if the agenda proceeded quickly, it was likely that staff reports would be moved to this day, in hopes that the roads would be better on Friday, and the Board members could leave early to get home.

Ms. Mayner noted the addition of Resolution 2016-002 to the agenda following item 4C. Second Vice-Chair Woods moved and Vice-Chair Stacy seconded to approve the agenda as amended. **Motion carried unanimously.**

Approve Minutes of October 29-30, 2015 CRABoard Meeting
Vice-Chair Stacy moved and Commissioner Schulte seconded to approve the minutes of the October 29-30, 2015 CRABoard meeting. **Motion carried unanimously.**

DIRECTOR'S REPORT

2015 Annual Report
Mr. Weber announced that the 2015 Annual Report has been posted on CRAB's website and that all interested parties have been notified via e-mail. Staff has mailed copies to various libraries and to all members of the Legislative Transportation Committee and their staff members.

Current Budget Status
Mr. Weber reviewed CRAB's current budget status. He noted that the agency is within $1000.00 of allotment variances across all funds. He reminded the Board that in-state travel expenses are expected to be larger than usual in the following months due to staff travel for and to the 2016 NACE Conference in Tacoma in April.

He reported that the Governor's proposed supplemental budget gives CRAB slightly higher funding than the request made by the agency, and restores the RAP funding that was requested.

Veteran's Transition Support
Mr. Weber noted that Executive Order 13-01 currently does not pertain to CRAB, as this Board not an executive cabinet agency.

RURAL ARTERIAL PROGRAM

Program Status Report
Mr. Hart reported that 1,022 of 1,132 projects have been completed to date. Anticipated revenue to the end of the 2015-17 biennium is $561,582,474. RAP expenditures to date total $513,846,451. RAP obligations remaining are through the 2015-17 biennium total $126,782,786.

He listed several projects facing design or construction lapsing in March and April 2016.

Regional Meetings Update
Mr. Hart reported on meetings held in November and December in the Northeast, Northwest, Puget Sound, and Southwest RAP Regions. The Southeast Region meeting was rescheduled to January 29, 2016 due to inclement weather.

At the meetings, staff notified the regions that the CRABoard elected to have a call for new projects for the 2017-2019 biennium, but that allocation of funds to new projects would be based on the balance in the account and existing project reimbursement demand. The call for preliminary proposals closes March 1, 2016 and the final prospectuses will be due September 1, 2016.

Staff reviewed the various funding sources available through RATA, CAPA, MVA, and Multi-Modal accounts per the 2015 state legislature; and the Systemic Safety tool in Mobility was highlighted.

Mr. Pohle and Mr. Moorhead informed the counties on compliance reporting and status, potential public hearing, maintenance management, and the gravel roads study conducted by CRAB.

Resolution 2016-001 - Apportion RATA Funds to Regions
Mr. Hart presented Resolution 2016-001 - Apportion RATA Funds to Regions. The resolution authorizes the accrued amount of $3,272,780 now credited to RATA for November and December 2015 be apportioned to the regions by the established 2015-2017 biennium regional percentages after setting aside $80,750 for administration.

After discussion, Commissioner Schulte moved and Commissioner Mielke seconded to approve Resolution 2016-001 - Apportion RATA Funds to Regions. **Motion carried unanimously.**

Resolution 2016-002 – Approve 2015-2017 RAP Projects and Allocate Estimated 2015-2017 RATA Funds
Mr. Hart presented Resolution 2016-002 - Approve 2015-2017 RAP Projects and Allocate Estimated 2015-2017 RATA Funds. The resolution authorizes funding of $309,500 as match for $2,088,000 in Federal Bridge Replacement Funds for Okanogan County's Joe Moses Road and Park City Loop Bridges.

After discussion, Commissioner Coffman moved and Commissioner Schulte seconded to approve Resolution 2016-002 - Approve 2015-2017 RAP Projects and Allocate Estimated 2015-2017 RATA Funds. **Motion carried unanimously.**

Project Request Actions Taken by CRAB Staff
Mr. Hart noted activities and requests handled by staff since the October 2015 CRABoard Meeting.

1. Mason County requested a scope change to their Cloquallum Road project, reducing the milepost limits from 5.85 – 6.85 to 5.85 – 6.60, with no change in RATA

funding. The request will eliminate widening and paving improvements at the west 0.25 miles of the project, increase design speed from 40 mph to 50 mph, realign the existing unsafe horizontal curve, and increase proposed roadway width from 28 feet to 34 feet.

The county plans to use existing $900,000 RATA and $250,000 county funding to build the improvements.

CRAB staff found that taken together, the changes result in a better overall project, focusing RATA and county funds on the highest priority deficiencies of the existing road. The changes increase the score of the project from 61.29 to 65.29. After review and confirmation with the CRAB Director, on January 13, 2016 an amended contract was offered to the county.

2. On December 7, 2015 CRAB received a reimbursement from Spokane County in the amount of $1,500,000 for RATA funds that were used on their Bigelow Gulch 3 project in 2005. The paid-back funds were forwarded to the treasurer and have been deposited into the RATA account. CRAB staff found that the project did not accomplish the prospectus improvements agreed to in the CRAB/County Contract. The County elected to reimburse the funds and pursue the new funding offered by the CRABoard to re-address the project needs.

3. Spokane County requested a two year extension of the lapsing date for their Forker Road project, from March 26, 2016 to March 26, 2018. The right of way review was extended, and delayed at one point, involving WSDOT and FHWA processes.

CRABstaff found the issues of project delay impacting the project were unforeseen and beyond the county's control, and therefore granted an extension in construction lapsing to March 26, 2018.

4. Lewis County has withdrawn Centralia Alpha Road from RATA funding. The county cited the need to reallocate their Federal STP funding from that project to their higher priority and more expensive Highway 603 project, which is also RATA funded. The county also committed to paying back $152,283.80 of RATA funds used on Centralia Alpha Road.

Vice-Chair Snyder suggested that the county pursue a request for waiver of payback if they intend to continue the project in the future.

Chair Snyder called for a brief recess.

DEPUTY DIRECTOR'S REPORT

County Engineers/Public Works Directors
Mr. Olsen reported three changes in the roster of County Engineers since October 2015:

By letter on November 9, 2015, Wahkiakum County appointed Paul Lacy, PE, as County Engineer, effective September 21, 2015, following the resignation of County Engineer Peter Ringen, PE.

By email and attachment on December 23, 2015, Asotin County appointed Dustin Johnson, PE, as Public Works Director/County Engineer, effective October 12, 2015. Garfield County Engineer Grant Morgan, PE, had been serving as Acting County Engineer until then.

By email on January 12, 2016, Kittitas County appointed Mark Cook, PE, as Interim Acting County Engineer, effective January 8, 2016, following the resignation of County Engineer Doug D'Hondt, PE.

County Visits completed since October 2015
Numerous contacts with County Engineers took place in other venues.

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

CRAB has reviewed 14 audit reports representing 14 counties since the October 2015 Board meeting. Four audits contained a total of five findings issued and none involved County Road Funds in some form. Any audits with county name in bold print revealed substantive findings involving County Road Funds, specifically:

Report #	Entity/Description	Report Type	Audit Period	Date Released	New Find#	Co. Rd?	PrevFind#	Status
1015413	Cowlitz County	Accountability	01/01/2014 to 12/31/2014	10/29/2015	0	---	0	---
1015510	Whitman County	Accountability	01/01/2014 to 12/31/2014	11/5/2015	1	N	0	---
1015491	Island County	Accountability	01/01/2014 to 12/31/2014	11/16/2015	0	---	0	---
1015539	Kitsap County	Accountability	01/01/2014 to 12/31/2014	11/19/2015	0	---	0	---
1015071	Clark County	Accountability	01/01/2014 to 12/31/2014	12/3/2015	1	N	0	---
1015640	Jefferson County	Accountability	01/01/2014 to 12/31/2014	12/7/2015	0	---	0	---
1015523	Clallam County	Accountability	01/01/2014 to 12/31/2014	12/17/2015	0	---	0	---
1015593	Adams County	Accountability	01/01/2014 to 12/31/2014	12/21/2015	0	---	0	---
1015509	Stevens County	Financial and Federal	01/01/2014 to 12/31/2014	12/24/2015	2	N	0	---
1015795	Columbia County	Accountability	01/01/2013 to 12/31/2014	12/24/2015	1	N	1	NCR
1015845	Mason County	Accountability	01/01/2014 to 12/31/2014	12/28/2015	0	---	1	NCR
1015913	Douglas County	Accountability	01/01/2014 to 12/31/2014	12/28/2015	0	---	0	---
1015744	Asotin County	Accountability	01/01/2013 to 12/31/2014	12/31/2015	0	---	0	---
1015887	Garfield County	Accountability	01/01/2013 to 12/31/2014	12/31/2015	0	---	1	NCR

Activities

Mr. Olsen reviewed a list of his activities since the October 2015 CRABoard meeting.

PROPOSED WAC CHANGES

Mr. Pohle reported on a meeting held in the CRAB offices on January 8, 2016 between staff, Board members and representatives of the Sheriff's Association, as directed by the Board at the October 2015 meeting. He presented staff's revised recommendations for WAC 136-25 Standard of Good Practice-Traffic Law Enforcement Expenditures resulting from that meeting.

WAC 136-25-010 is specific to WAC 136-150-020, 136-150-021, 136-150-022, and 136-150-030 relating to road levy, road levy diversion, and traffic law enforcement.

WAC 136-25-020 states that 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, except those counties with a population of less than eight thousand, RCW 36.79.140 and WAC 136.150.030.

WAC 136-25-030 establishes eligible traffic law enforcement activities on county roads. For purposes of maintaining RATA eligibility, should the legislative authority vote and budget to divert road levy funds, 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) Oversize vehicle (weight, length, width, and height) enforcement;
(4) Special traffic emphasis patrols;

(5) Facilitating the removal of abandoned vehicles from the county road and rights of way;
(6) Facilitating the removal of roadway and right of way obstructions at the request of the county engineer;
(7) Investigating illegal littering and dumping on county road rights of way;
(8) Sign damage investigation and enforcement;
(9) Road condition enforcement, including mud, water, debris, or spills;
(10) Rights of way encroachment investigation and enforcement at the request of the county engineer;
(11) Maintenance and construction zone traffic enforcement;
(12) Special road department vehicle collision investigation at the request of the county engineer; and
(13) 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. Disagreements shall be elevated to the county legislative authority.

WAC 136-25-040 states that the certification required by WAC 136-150-022 shall be on a form provided by the county road administration board. Each county shall maintain adequate records of annual traffic law enforcement expenditures in such format and detail to demonstrate that the funds were used only for the traffic law enforcement activities set out in WAC 136-25-030.

WAC 136-25-050 states that 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 are discretionary, but if used should list which activities set out in WAC 136-25-030 are subject to the agreement.

Mr. Pohle also proposed to amend WAC 136-150-022 to read:
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 shall maintain records of annual traffic law enforcement expenditures in such format and detail as to demonstrate that the funds were used for traffic law enforcement.

Definition of Traffic Law Enforcement: For purposes of this chapter, traffic law enforcement is defined as engaging in the activities listed in WAC 136-25-030 in unincorporated county locations.

Mr. Pohle requested that the Board to set a public hearing for April 14, 2016 at 2:00 pm.

Following discussion, Commissioner Schulte moved and Commissioner Mielke seconded to set a public hearing for April 14, 2016 at 2:00 pm. **Motion passed unanimously.**

Chair Snyder moved staff reports forward from the Friday agenda.

STAFF UPDATES

Intergovernmental Policy
Mr. Monsen reported on his activities since the October 2015 CRABoard meeting, including the County Engineer Training held at CRAB December 8-10, 2015, with 12 participants in attendance from eight counties. The next session is scheduled for May.

He noted that the next update to the County Engineers' and Public Works Directors' Manual will be released in early February.

He asked the Board if CRAB staff should be more proactive in creating training opportunities for WSAC and possibly WACO members. The Board indicated that they feel the current level of promotion is adequate.

Maintenance Management Update
Mr. Moorhead reported on his activities since the October 2015 CRABoard meeting.

He noted that visits to 16 individual counties regarding the Gravel Roads Study were completed on November 3, 2015. A request to the counties to utilize the annual Maintenance Management Plan submitted to CRAB in December to estimate the annual maintenance costs per mile for both gravel and BST roads will close January 29. The preparation of the final report is under way, and he plans to present it at the April 2016 CRABoard Meeting.

He presented a summary of CRAB training held since the October 2015 Board meeting, and future training scheduled through April 2016.

Compliance and Data Analysis Report
Mr. Pohle reported on the counties' compliance in submitting the six reports due to CRAB by December 31 of each year, noting that 38 of the 39 counties had submitted all of the forms in the required electronic formats by the deadline. A few failed to submit required supporting documents on time, but did so quickly after being contacted by staff.

He noted that all counties are required by WAC 136-28 to have responded to/processed at least 90% of the county road collision reports submitted to them for coding by December 31 of each calendar year. For 2015, 35 counties were fully compliant, and the remaining four achieved compliance by January 15, 2016.

He reported on his activities since the October 2015 CRABoard meeting.

Information Services

Mr. Hillesland gave the Board a brief history of the Design Systems Program and introduced Mr. Ayres, who spoke of the current status of the program and its future direction.

He reported that the UAV program is progressing, and demonstrated a recent mapping of a Columbia County stockpile site.

In other business, Commissioner Mielke announced that this would be his last CRABoard meeting, as he is retiring from public service effective January 31.

Chair Snyder recessed the CRABoard meeting at 4:34 p.m. on January 21, 2016. The meeting will resume January 22, 2016 at 8:30 a.m.

County Road Administration Board
Friday, January 22, 2016

CALL TO ORDER
The second day of the CRABoard meeting was called to order by Chair Snyder at 8:30 a.m. on January 22, 2016.

WSACE PRESENTATION
Mr. Rowe thanked Commissioner Mielke for his service to the Board, as well as his efforts on behalf of the Washington State Association of Counties. He indicated that the WSAC Board is planning to appoint a new CRABoard member at their February meeting.

He summarized several bills that have been introduced in the current legislative session that are of interest to the counties.

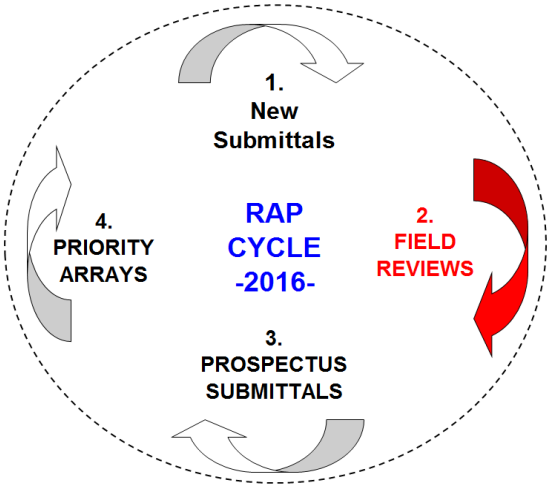
SHERIFF'S ASSOCIATION DELEGATION
Chair Snyder introduced Sheriff Snaza, who thanked the participants of the workshop held at CRAB the previous week. He expressed a desire to keep the Sheriff's Association more informed of the Board's actions and intentions.

EXECUTIVE SESSION
Chair Snyder excused staff and guests from the meeting at 9:31 am for the Board to discuss a personnel matter. He noted that the Executive Session would take approximately one hour.

Chair Snyder closed the meeting at 10:40 a.m. on Friday, January 22, 2016.

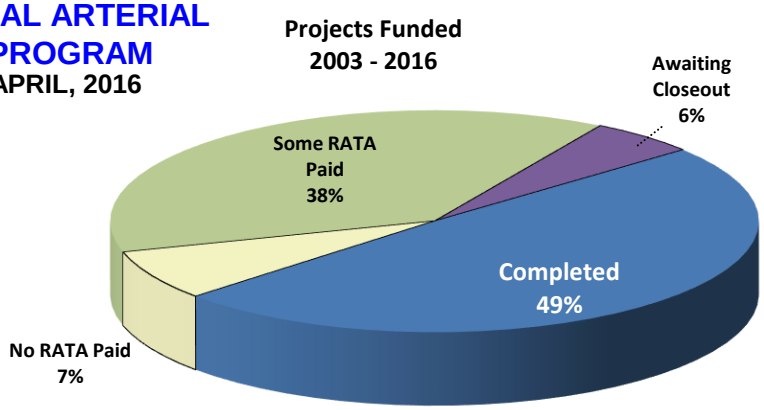
_____
Chairman

_____
Attest



RURAL ARTERIAL PROGRAM

APRIL, 2016



PROJECT STATUS:

Billing Phase	'83-'03	'03-'05	'05-'07	'07-'09	(Two Biennia) '09-'13	'13-'15	Current '15-'17	TOTAL
Completed	886	42	26	38	24	12	1	1029
Awaiting Closeout		2		2	4	3		11
Some RATA paid	1		2	4	13	35	24	79
No RATA Paid						2	13	15
TOTAL	887	44	28	44	41	52	38	1134

FUND STATUS:

Anticipated Revenue to end of '15 - '17 Biennium:		
Fuel tax receipts and interest through June, 2015		522,051,074
Estimated fuel tax receipts, interest and **MVA Transfers** July 2015 thru June 2017		39,777,900
Total estimated revenue		**561,828,974**
RAP Expenditures to date:		
To Completed Projects		479,045,028
To Projects in Design or Under Construction		29,154,707
Administration		10,169,490
Total RATA spent		**518,369,224**
RAP Obligations:		
RATA Balance on Active Projects		101,146,632
RATA $ yet to allocate to Partially funded projects -	*$19,863,989*	*19,863,989*
Estimated remaining administration through 2015- 2017 biennium		656,000
Total RATA obligated		**121,666,621**

QTR 1 - 2016 RATA ACTIVITY:

MONTH	BEGINNING BALANCE	MVFT REVENUE	INTEREST + Cash Rcpts	PROJECT PAYMENTS	#	ADMIN CHARGES	ENDING BALANCE
January	$17,251,395.00	$1,658,182.46	$4,005.61	(2,399,341.07)	18	(41,559.50)	$16,472,682.50
February	$16,472,682.50	$1,539,489.09	$5,739.61	(527,300.50)	28	(39,136.74)	$17,451,473.96
March	$17,451,473.96	$1,479,013.23	$5,956.69	(469,702.93)	26	(39,926.80)	$18,426,814.15
TOTALS:		$4,676,684.78	$15,701.91	(3,396,344.50)	72	(120,623.04)	

PRELIMINARY PROSPECTUS SUBMITTALS – RAP PROGRAM

At its October 2015 meeting, the CRABoard initiated a call for new projects to be funded by the RATA during the 2017-2019 biennium. All preliminary proposals have been received (due March 1, 2016) and CRAB staff have commenced field reviews with the counties.

Proposals submitted March 1, 2016:

TYPES	No. Submitted	Average RATA	NE	NW	PS	SE	SW	TYPES
2R	37	803,878	10	17	1	5	4	2R
3R	49	1,443,151	16	6	3	6	18	3R
RC	20	1,801,745	6	1	1	9	3	RC
DR	10	584,000				2	8	DR
FA	4	1,244,460	1			3		FA
SA	4	1,115,550				4		SA
IS	1	584,100			1			IS
Total	125		33	24	6	29	33	125
		RATA Millions	49	28	6	45	25	152

Total requested RATA funds from preliminary proposals is $152 million. Revenue available is estimated at $40 million, of which approximately $23 million will be allocated to existing partially funded projects.

Of the 125 projects submitted, roughly half will be submitted as final proposals which are due in September.

Counties are again showing more interest in **2R projects** since they are easier to submit, fund and build. Most of the 2R projects will likely stay on for the final submittal.

Project types:

2R = Resurface and Restore
3R = Rehabilitate (bring to full design standards were feasible) on existing alignment
RC = Reconstruction mostly on new alignment.
DR = Drainage structures such as culverts and short span (<20 ft.) bridges.
FA = Bridge funded by FHWA, for which county seeks RAP as matching funds.
SA = Bridge to be funded by county and RAP.

Project Actions Taken by CRAB Staff – Quarter 1, 2016

I. Kitsap County's Glenwood Road - RAP Project 1810-01 – Construction lapsing extension:

Kitsap County, per their letter dated February 2, 2016 requested a one-year extension of the lapsing date for their Glenwood Road project, from April 26, 2016 to April 26, 2017

The county had faced extended time to negotiate right of way and easements for the project, and could not guarantee these could be accomplished before the construction lapsing date, April 26, 2016.

CRABstaff found the issues of project delay impacting the project were unforeseen and beyond the county's control, and therefore granted an extension in construction lapsing to April 26, 2017.

II. Jefferson County's Dosewallips Road- RAP Project 1614-01 - Construction lapsing extension:

Jefferson County, per their letter dated February 23, 2016 requested a two-year extension of the lapsing date for their Dosewallips Road Emergency project, from March 10, 2016 to March 10, 2018

After accomplishing repairs to restore the roadway to its' original roadway configuration, the county pursued additional improvements to prevent further slides on the damaged section. However due to loss of staff and larger than usual construction season in 2015 (including RAP funded Paradise Bay Road), the county had struggled to commence the betterment work. In order to continue to work toward the improvements, the county requested an extension to the projects' construction milestone.

CRABstaff found the issues of project delay impacting this second phase of the project were unforeseen and beyond the county's control, and therefore granted an extension in construction phase lapsing to March 10, 2018.

III. Whitman County's Almota Road - RAP Project 3810-01 – Construction lapsing extension:

Whitman County, per their letter dated October 14, 2015 requested a two-year extension of the lapsing date for their Almota Road 4 project, from March 26, 2016 to March 26, 2018

The county had gained a scope increase to this project in October of 2015 allowing extension of the project limits in order to make vertical alignment improvements at no additional RATA cost. Design work for these improvements has taken considerable time, therefore the county requested a construction time extension in order to finish full design.

CRABstaff found the delay impacting the project was unforeseen and beyond the county's control, since it only recently realized the project cost savings that would allow them to do the additional alignment work. The CRAB Director therefore granted an extension in construction lapsing to March 26, 2018.

RESOLUTION 2016-003
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 2015 - 2017 biennium at its meeting of July 16, 2015; and

WHEREAS RCW 36.79.050 states that the apportionment percentages shall be used once each calendar quarter by the board to apportion funds credited to the rural arterial trust; 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 $4,692,387 deposited to the RATA for January February and March, 2016 be apportioned to the regions by their 2015 - 2017 biennium regional percentages after setting aside $121,125 for administration.

REGION	DISTRIBUTION PERCENT	CURRENT APPORTION	BIENNIAL APPORTION (2015 - 2017)	PRIOR PROGRAM (1983 - 2015)	PROGRAM TO DATE
ADMIN.		**121,125**	323,000	10,988,815	**11,311,815**
NORTHEAST	43.77%	**2,000,841**	5,654,278	218,444,246	**224,098,524**
NORTHWEST	10.89%	**497,810**	1,406,787	58,510,781	**59,917,568**
PUGET SOUND	6.82%	**311,760**	881,018	37,001,227	**37,882,245**
SOUTHEAST	23.62%	**1,079,732**	3,051,269	120,553,549	**123,604,818**
SOUTHWEST	14.90%	**681,118**	1,924,806	76,552,456	**78,477,262**
TOTAL	100.00%	**4,692,387**	13,241,159	522,051,074	**535,292,233**

Adopted by the CRABoard on April 14, 2016

Chair's Signature

ATTEST

RESOLUTION 2016-004
TO APPROVE 2015 - 2017 RAP PROJECTS
AND ALLOCATE ESTIMATED 2015 - 2017 RATA REVENUE

WHEREAS the CRABoard met in accordance with WAC 136-161-070 to approve Rural Arterial Program projects and allocate Rural Arterial Trust Account funds, and

WHEREAS in accordance with WAC 136-161-070, the CRABoard is authorized to allocate estimated RATA revenue to proposed RAP projects, and

WHEREAS the RATA amounts allocated to projects in the first year of the biennium are limited to no more than ninety percent of the net amount estimated to be allocable to each region for the project program period, with the remaining percentage allocated at such time as deemed appropriate by the county road administration board, and

WHEREAS the best available estimate of 2015 - 2017 biennium revenues, including interest, and funds turned back through withdrawal or underrun indicate that the following approximate amounts are available in the second year of the biennium for allocation to projects on the 2015 - 2017 arrays in the five regions:

REGION	A Est. Fuel Tax '15 - '17	B Turned-Back Funds	A+B Total Available	Previously Allocated	Remaining Funds to Allocate
Northeast	16,526,200	5,411,803	21,938,000	16,718,200	**5,219,800**
Northwest	4,229,400	317,383	4,546,000	3,860,000	**686,000**
Puget Sound	2,557,400	-	2,557,000	1,913,688	**643,312**
Southeast	8,990,800	4,341,187	13,331,000	11,430,000	**1,901,000**
Southwest	5,696,200	2,402,228	8,098,000	7,288,000	**810,000**
	38,000,000	12,472,602	50,470,000	41,209,888	**9,260,112**

NOW, THEREFORE, BE IT RESOLVED, that the County Road Administration Board hereby approves the following projects in the five regions and allocates the est. 2015 - 2017 fuel tax funds and turned-back funds to the listed projects in the amounts shown.

County	RoadName	Project Type	TOTAL COST	RATA REQ	PREVIOUS FUNDING	NEW FUNDING	TOTAL FUNDING	Partial
NORTHEAST REGION:								
Adams	Cunningham	2R	1,025,000	922,500	250,800	**499,200**	750,000	P
Whitman	Farmington Road	2R	1,050,000	750,000	-	**750,000**	750,000	
Lincoln	Sprague Highway Sec 1	2R	833,000	500,000	-	**188,000**	188,000	P
Ferry	Boulder Creek Sec. 1	3R	1,900,000	1,710,000	789,300	**184,800**	974,100	P
Douglas	Crane Orchard Road	3R	2,663,000	2,100,600	-	**786,900**	786,900	P
Okanogan	Old 97	3R	2,000,000	1,800,000	-	**1,650,500**	1,650,500	P
Whitman	Almota Road (Phase 3)	3R	4,460,000	3,450,000	-	**1,062,900**	1,062,900	P
Grant	4-NE (Hiawatha to Westshore Dr.)	RC	1,326,000	1,193,400	128,100	**97,500**	225,600	P
			TOTAL NEW **NE REGION** FUNDING			**5,219,800**		

County	RoadName	Project Type	TOTAL COST	RATA REQ	PREVIOUS FUNDING	NEW FUNDING	TOTAL FUNDING	Partial
NORTHWEST REGION:								
Clallam	Dry Creek Road	3R	1,150,000	1,035,000	369,509	**190,000**	559,509	P
Kitsap	Seabeck Highway # 2	3R	2,867,000	1,800,000		**496,000**	496,000	P
		TOTAL NEW **NW REGION** FUNDING				**686,000**		
SOUTHEAST REGION:								
Garfield	Gould City Mayview Phase 4	3R	1,748,200	1,572,800	374,800	**33,000**	407,800	P
Walla Walla	Mill Creek Road	RC	2,513,400	1,916,000		**994,000**	994,000	P
Klickitat	Courtney Road	2R	1,130,000	990,000		**263,000**	263,000	P
Franklin	Pasco-Kahlotus Road	RC	2,088,000	1,620,000		**611,000**	611,000	P
		TOTAL NEW **SE REGION** FUNDING				**1,901,000**		
SOUTHWEST REGION:								
Skamania	Wind River Road	2R	355,000	306,900	262,500	**44,400**	306,900	
		TOTAL NEW **SW REGION** FUNDING				**44,400**		

Project Types:

RC = Reconstruction

3R = Rehabilitation

2R = Resurface and Restore

Allocation Summary:

NE Region	5,219,800
NW Region	686,000
PS Region	-
SE Region	1,901,000
SW Region	44,400
Total Allocated:	7,851,200
Unallocated PS $	643,312
Unallocated SW $	765,600
Total Not Allocated:	1,408,912

(will be made available for 2017 - 2019 projects)

Total Funding Available:	9,260,112

Adopted by the CRABoard on April 14 , 2016

Chair's Signature

ATTEST

County Road Administration Board – April 14, 2016

WAIVER OF PAYBACK OF EXPENDED RATA FUNDS

CENTRALIA ALPHA ROAD, MP 10.60 – 12.30
RAP PROJECT NUMBER 2110-01

LEWIS COUNTY

I. Nature of Request:

Lewis County has requested, per their letter dated April 1, 2016, that the CRABoard waive reimbursement of $123,640.22 in expended RATA funds used for design of their withdrawn Centralia Alpha Road project. The county has used $152,283.80 in RATA funding for design to date, and proposes to pay back the $28,643.58 difference. Waiver of payback of RATA funds must be considered by the CRABoard per WAC 136-167-030.

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

II. Guidelines for consideration of waiver requests:

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

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

(a) An explanation of the reasons that the project will not proceed to completion;

(b) A statement of the amount of RATA funds which the county does not want to repay; and

(c) An explanation of why the county believes full repayment should not be made.

If the county road administration board grants the request, the county shall repay all RATA funds not exempted from repayment, the CRAB/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:

Funding and expenditure:
The Centralia Alpha Road project was submitted by the county on August 28, 2008 requesting $1,000,000 in RATA funds. Total project cost at that time was listed as $3,000,000.

Date:	Total Contract Amount:
March 26, 2010, initial funding	$655,300
April 18, 2013	$999,300
April 24, 2014	$1,000,000

The county has expended $152,283.80 RATA funds for design of the project, submitting 12 requests for reimbursement from February, 2012 through July, 2015.

Previously approved scope change:
The county requested a scope change to the original project MP 10.15 – 11.85, adjusting the mileposts to: 10.60 – 12.30, in a letter dated July 9, 2014. Reasons given for the change were lack of cooperation from land owners for right of way needs and the location of an adjacent stream that would require fish barrier removal costs ($200,000). The project length remained the same since the county extended the project to milepost 12.30 where Oppelt Road connects at the east end (see attached map). This change was approved by the CRABoard on July 31, 2014.

Initial Withdrawal:
In its' letter dated January 11, 2016, the county withdrew the project from RATA funding, offering to pay back the entire expended RATA amount. The county cited a major increase in cost (now at $3,670,500) and the need to focus its' federal STP fund allocation on the Highway 603 project ($4,270,000 in cost, $1,125,000 RATA). During discussions about this withdraw request at the January 21, 2016 CRABoard meeting, the board suggested the county consider seeking a waiver of payback for some of the spent RATA funds since the county had expressed commitment to building most of the project in the near future.

Rescinding a portion of original request:
In a follow up letter dated February 9, 2016, the county rescinded the repayment portion of the original withdrawal letter in order to pursue a waiver of payback request. CRABstaff met with county staff on February 26, 2016 to outline conditions and parameters for requesting a waiver of payback, again affirming the county's intent to pursue the project and retain most of the original scope at a later time. CRABstaff suggested the county clearly outline the paid RATA funds that it considered would be used for design of the future project and resubmit a letter, with attachments requesting waiver of pay back.

III. Final Request:

The county's April 1, 2016 withdrawal and waiver of payback request letter indicates that it intends submit for RATA funding and build a project that will be shorter by 26.5%. The county lists total and RATA usable design costs on a future project as follows:

	Total	RATA Paid:	For reduced section	
Wetlands (Esa Vigil Agrimis)	$15,830.58	$14,247.52	$10,970.59	@77%
Geotechnical: (PBS Engr. & Env.)	$47,014.51	$42,313.06	$42,313.06	@100%
PE by Lewis County	$106,359.13	$95,723.22	$70,356.56	@26.5%
Totals:	$169,204.22	$152,283.80	$123,640.22	

After reviewing invoices for wetlands work done by the consultant, and removing half of all field work and report writing tasks performed prior to final project limits, the county claims 77% of the costs would apply to a new project.

The geotechnical work performed by the consultant has been done only on a portion (where all the major grading work has been planned) of the project that the county will retain as part of a future project. Therefore, the county requests retaining 100% of these costs.

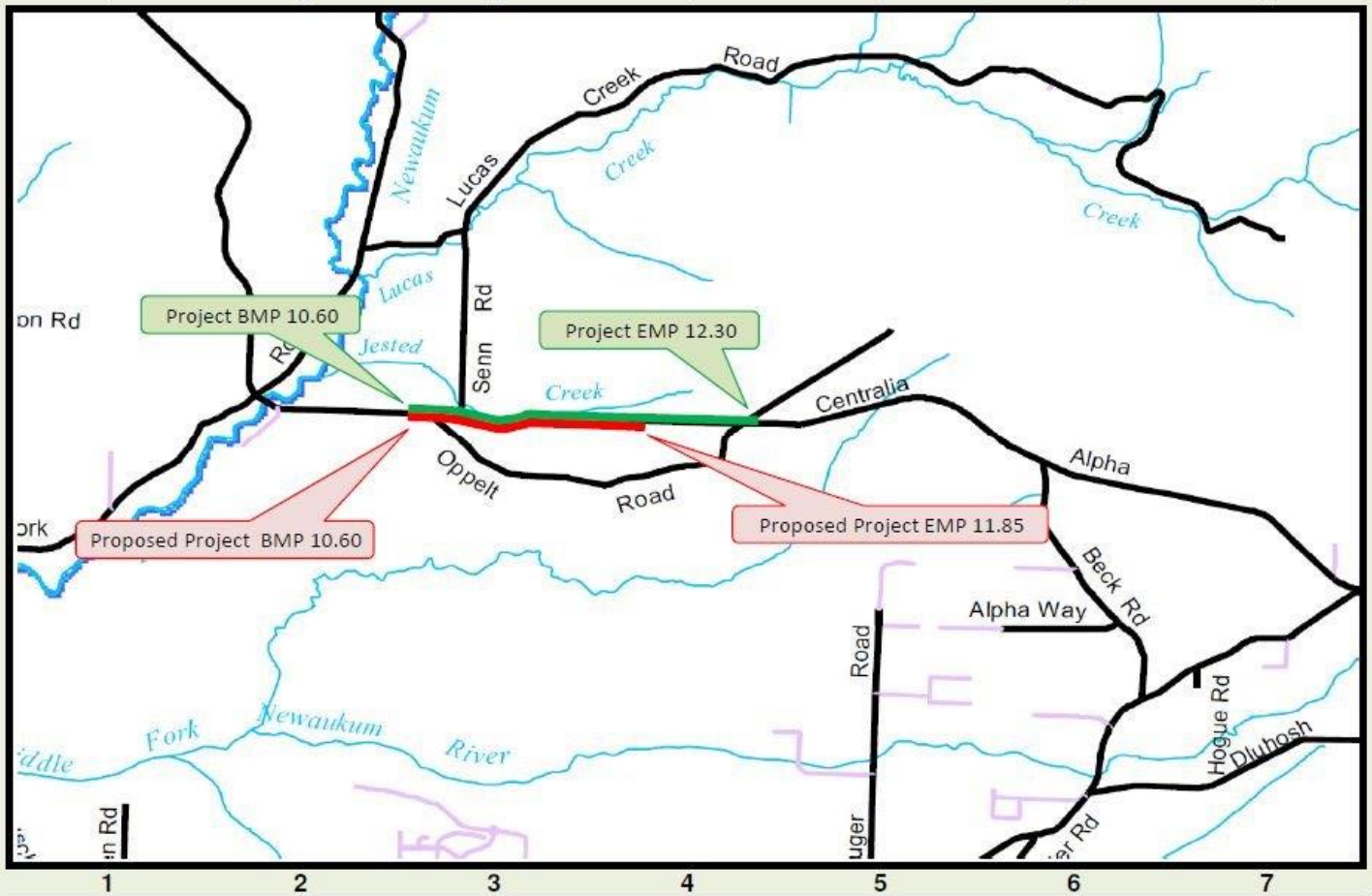
The county also seeks to retain 73.5% of RATA paid for its' engineering costs, based on reduced length of the future project.

IV. Planned Scope of future project:

The planned project will be from milepost 10.60 – 11.85. The project will address the area of the road where sliding is occurring. The project will also realign the Centralia Alpha Rd/Senn Rd/Oppelt Rd intersection. Two vertical curves will be improved. There will also be drainage and storm-water improvements. Guardrail and other safety features will be installed. The new roadway will consist of crushed surfacing base course, crushed surfacing top course, and paved surfacing, as determined by the engineer.

V. Staff Finding and Recommendation:

Staff finds the county has fulfilled the WAC requirements regarding request for waiver of payback. The county has clearly explained that increases in cost to both the Centralia Alpha Road and Highway 603 projects are such that its' STP funding (which provided a major portion of the Centralia Alpha project funding) is now directed to Highway 603, thus prompting withdrawal of Centralia Alpha Road. Staff also finds both the dollar amounts and justification for those amounts are clearly described by the county in its' request. Further, the county has repeatedly indicated the project will remain on its' six-year construction program and plans to construct a majority of the original improvements in the near future. Staff therefore recommends approval of the waiver of payback of $123,640.22 in expended RATA funds used for design of the withdrawn Centralia Alpha Road project, and that the county reimburse to the CRABoard the remaining $28,643.58.



Vicinity Map

Lewis County, Washington

94001 - Centralia Alpha, Project 2110-01

Current Project Limits, Mileposts 10.60 - 12.30

Project Limits (*Revised Scope*), Proposed Mileposts 10.60 - 11.85

County Road Administration Board April 14, 2016

Bigelow Gulch 4 - Spokane County
Project Update

At the April 16, 2015 CRABoard meeting, Spokane County requested a moratorium on lapsing until April 19, 2016 for BG 4. Following questions and discussion, the board (with Commissioner Mielke recused) unanimously approved Spokane County's request for a moratorium on lapsing, holding lapsing in abeyance indefinitely. The board also requested the county provide a project update at its' April, 2016 meeting

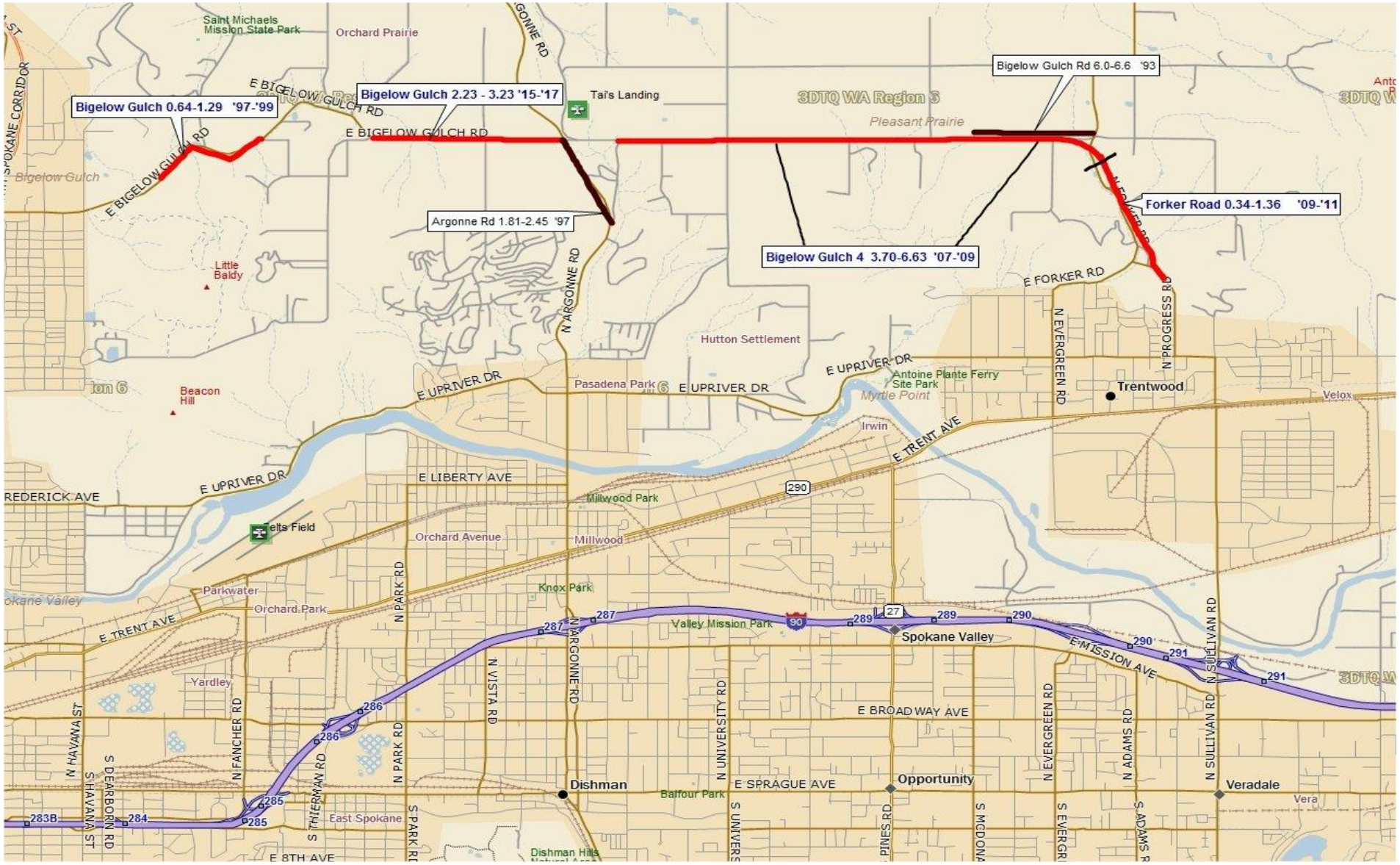
Status of all Bigelow Gulch related projects:

	Status	Biennium Funded	Type	Road Name	BMP	EMP	EST COST	RATA REQUESTED	RATA AUTH	RATA PAID	RATA BALANCE	Construction Lapse Status
	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	NA
	Active	**'07-'09**	**RC**	**BIGELOW GULCH RD 4**	**3.70**	**6.63**	**22,099,001**	**5,987,480**	**5,987,480**	**286,596**	**5,700,884**	**Moratorium**
	Active	'09-'11	RC	FORKER ROAD	0.34	1.36	12,413,086	5,000,000	5,000,000	21,356	4,978,644	3/26/2018
*	Active	'15-'17	RC	BIGELOW GULCH ROAD	2.23	3.23	5,648,000	2,579,100	248,383		248,383	4/16/2021
				Totals			51,997,746	16,746,280	14,415,563	1,813,591	12,601,972	

Spokane County has pursued RATA funded improvements on Bigelow Gulch and connecting routes over the past 26 years, begining in 1988.

$14,415,563 RATA funds have been authorized for six projects, with $1,813,591 spent to date. The balance of unspent RATA funds is currently $12,601,972. The current spending plan for these funds spans six years, 2016 - 2021 and would be adjusted to reflect any delays.

* The county may potentially gain additional $2,330,717 to full RATA Requested in April 2017.


Bigelow Gulch 0.64-1.29 '97-'99
Bigelow Gulch 2.23 - 3.23 '15-'17
Bigelow Gulch Rd 6.0-6.6 '93
Argonne Rd 1.81-2.45 '97
Bigelow Gulch 4 3.70-6.63 '07-'09
Forker Road 0.34-1.36 '09-'11
Saint Michaels Mission State Park
Orchard Prairie
Tal's Landing
3DTQ WA Region 3
Pleasant Prairie
E BIGELOW GULCH RD
Bigelow Gulch
Little Baldy
Beacon Hill
Hutton Settlement
Pasadena Park
E UPRIVER DR
E FORKER RD
N ARGONNE RD
N EVERGREEN RD
N PROGRESS RD
Antoine Plante Ferry Site Park
Myrtle Point
Trentwood
Velox
Irwin
E TRENT AVE
E LIBERTY AVE
Millwood Park
Millwood
Orchard Avenue
Knox Park
Parkwater
Orchard Park
Valley Mission Park
Spokane Valley
E MISSION AVE
N SULLIVAN RD
Yardley
N VISTA RD
N PARK RD
N UNIVERSITY RD
E BROADWAY AVE
N HAVANA ST
S DEARBORN RD
N FAIRCHER RD
S THIERMAN RD
Dishman
Balfour Park
E SPRAGUE AVE
Opportunity
Veradale
East Spokane
E 8TH AVE
Dishman Hills
283B
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ADDITIONAL CONSTRUCTION LAPSING TIME EXTENSION

NORTH MEYERS ROAD BRIDGE #502, MP 2.81– 2.83
YAKIMA COUNTY RAP PROJECT 3907-01

I. Nature of Request:

Yakima County, per their email dated April 12, 2016 has requested an additional construction lapsing time extension, per WAC 136-167-040 (5), for the North Meyers Road Bridge #502 project. The project is scheduled to lapse on April 19, 2016 after the county had already received a 2-year time extension to April 19, 2015, plus a CRABoard initiated 1-year extension (April 2015 CRABoard meeting) to April 19, 2016. The county again requests the CRABoard take additional action to extend the lapsing date to October 31, 2016.

II. Background:

Bridge 502 Project timeline:

RAP Funding	April, 2007
Design	July, 2008 - February 2013
Cultural Resources Review by Yakima Tribe	2003 – 2015
Extension of construction lapsing (CRABoard)	April 19, 2015 to April 19, 2016
Completion of right of way	January, 2016
Right of Way Cert. by WSDOT	March 15, 2016
STIP amendments (Fed. Funding changes)	March 18, 2016
Notification by FHWA	April 12, 2016

III. Current status:

Since the county's extension request last year, March 26, 2015, it has made progress on securing the necessary rights of way through condemnation. However, the condemnation action was not settled until January 25, 2016, which resulted in right of way not being certified by WSDOT Local Programs until March 15, 2016. Also, in December, 2015 the county was notified that due to changes in the federal funding amounts for the project, they would need to amend the STIP. This process was undertaken immediately, but was not completed at the MPO/RTPO until March 18, 2016. The county was finally notified April 12, 2016 that the amendment was approved by FHWA. This did not allow enough time to complete fund obligation and bid advertisement by the current lapsing date, April 19, 2016.

The county requests an additional extension to October 31, 2016 in order to have flexibility in coordinating the construction on this project with the replacement of the adjacent Bridge #485. The county's original objective was to bid both projects together. Because of the condemnation action on this project, the county elected to bid the #485 project separately. At this time, the

contractor on the #485 project requires access to that bridge from both ends and across the #502 bridge. Because of uncertainties in scheduling the #485 work until completion of a Test Pile program, the county is unable to identify, for potential bidders on the #502 bridge, how work on the two bridges must be coordinated. The county states that the worst case scenario could be that in-water work on the #502 project cannot be completed in the 2016 work window. In that case, the county plans to wait and advertise the project in late September / early October of this year. If the #485 contractor is able to accept an earlier start date on the #502 bridge which would allow completion of the necessary in-water work this year, the county would bid the #502 project as soon as possible.

III. Staff Findings and Recommendation:

CRAB staff has reviewed the project site and the extension request.

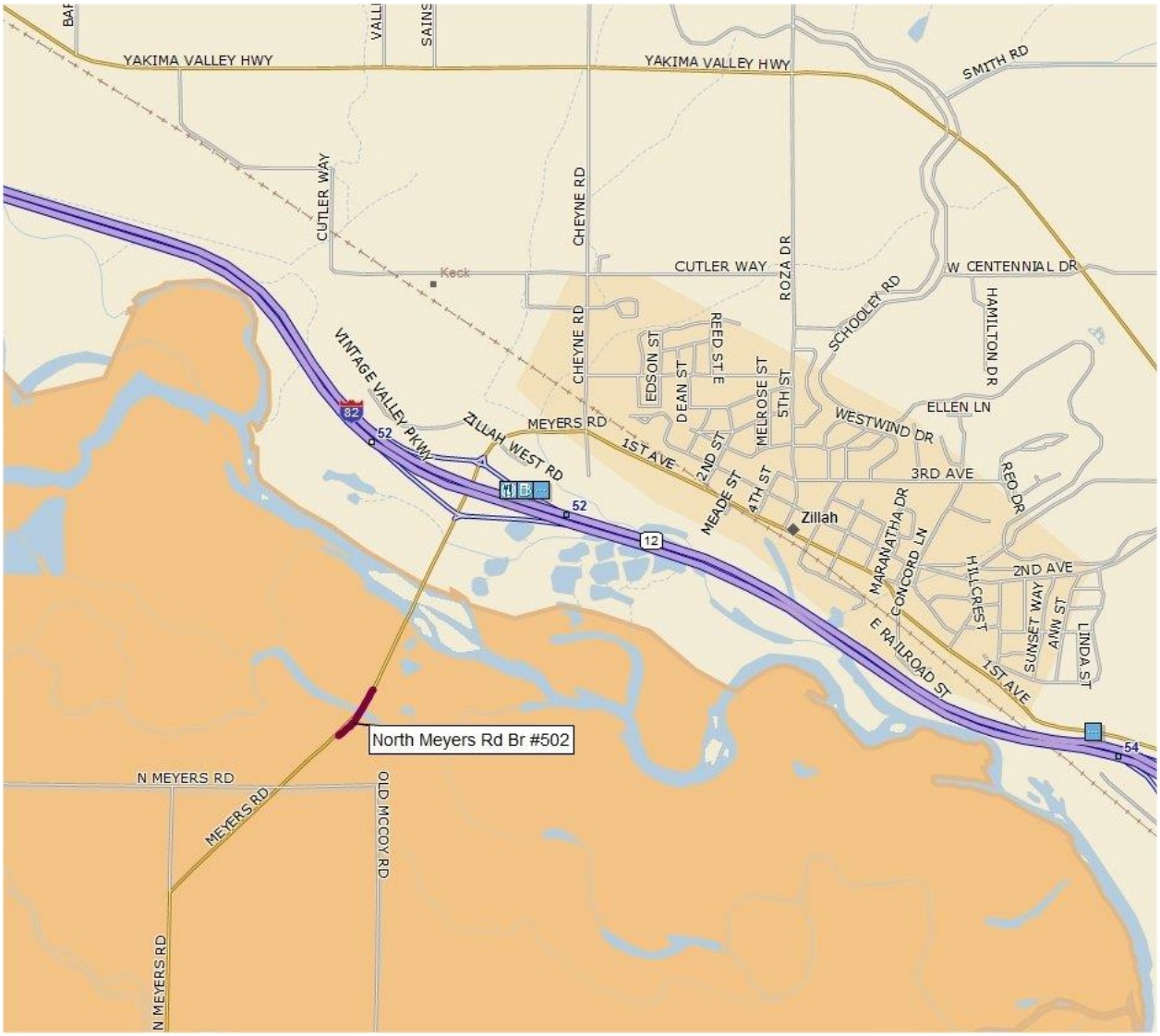
Staff finds:

- The county has diligently pursued the project, which has been tied to other projects and multiple right of way and cultural issues.
- The county has acquired the needed right of way over the last year after gaining the extension that was approved in April of 2015, making significant advances to construction.
- The additional time needed to effectively coordinate two adjacent bridge construction projects warrants an additional, relatively short, extension in the lapsing date for RATA funding.
- The interest of public safety, health and general welfare is cited in WAC 136-167-040 (5) (below) as the basis for CRABoard to grant an additional extension. This request serves that purpose.

CRAB staff therefore recommends an additional extension be granted, to October 31, 2016 per WAC 136-167-040, which will allow the county to retain its RATA funding while it continues to advance the Bridge #502 project to construction.

WAC 136-167-040 (5)

….(5) The CRABoard may in its discretion determine that for the public safety, health or general welfare, an additional extension is necessary. If such a determination is made, the CRABoard may grant an additional extension and set the duration thereof.


YAKIMA VALLEY HWY
YAKIMA VALLEY HWY
SMITH RD
CUTLER WAY
CHEYNE RD
CUTLER WAY
ROZA DR
W CENTENNIAL DR
Keck
SCHOOLEY RD
HAMILTON DR
EDSON ST
DEAN ST
REED ST E
MELROSE ST
5TH ST
ELLEN LN
WESTWIND DR
VINTAGE VALLEY PKWY
82
52
ZILLAH WEST RD
MEYERS RD
1ST AVE
2ND ST
4TH ST
MEADE ST
3RD AVE
REO DR
Zillah
MARANATHA DR
CONCORD LN
HILLCREST
2ND AVE
SUNSET WAY
ANN ST
LINDA ST
E RAILROAD ST
1ST AVE
12
54
North Meyers Rd Br #502
N MEYERS RD
MEYERS RD
OLD MCCOY RD
N MEYERS RD

Vintage Valley Pkwy
Zillah West Rd
Leland St
1st St
1st A
82
Bridge # 485
Bridge # 502
North Meyers Road
Fraley Rd
Fraley Cutoff Rd
N Meyers Rd
Old McCoy Rd
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WASHINGTON STATE
County Road Administration Board
2404 Chandler Court SW Suite #240 Olympia, WA 98504-0913 www.crab.wa.gov
360/753-5989 FAX 360/586-0386

April 8, 2016

Council Member Stephanie Wright
WSAC President
206 Tenth Avenue SE
Olympia, WA 98501-1311

CRABoard Appointments

Dear Council Member Wright:

It is time again to begin the process to fill the positions of three CRABoard members whose terms expire June 30, 2016. This year, Commissioner Dale Snyder, Douglas County, Commissioner Rob Coffman, Lincoln County and Whitman County Engineer Mark Storey, PE terms expire. Commissioner Snyder has served on the Board since April 2009, Commissioner Coffman has served on the Board since July 2013, and Mark Storey has served on the Board since July 2013.

In compliance with state law (RCW 36.78.040), the three positions must be filled under the following populations:

Commissioner Snyder = population between 20,000 and 125,000
Commissioner Coffman = population fewer than 20,000
County Engineer Storey = population between 20,000 and 125,000

The only restriction is that no more than one member of the Board shall be from any single county. The WSAC Board of Directors is free to reappoint present members to the CRABoard, or to appoint replacements. There is no statutory limit on the number of terms served.

By copy of this letter, I am reminding WSACE President Owen Carter that he needs to make available to you two nominations for the position presently occupied by Mark Storey.

If you have questions about any part of this process, please call me at 360.753.5989.

Sincerely,

JAY P. WEBER
Executive Director

Cc: Dale Snyder, CRABoard Chairman
Rob Coffman, Lincoln County Commissioner
Mark Storey, PE, Whitman County
Eric Johnson, WSAC Executive Director
Owen Carter, WSACE President

Washington State
County Road Administration Board
2404 Chandler Court SW, Ste 240, Olympia, WA 98504-0913
360/753.5989 – www.crab.wa.gov

April 11, 2016

TO: Board of County Commissioners, County Council Members, and County Executives

FROM: Jay P. Weber, Executive Director

SUBJECT: "County Engineer of the Year" Nominations

Each year the Washington State Association of County Engineers (WSACE) honors a County Engineer as the WSACE "Engineer of the Year". Last year, nominations provided the opportunity to select Heath Henderson, PE of Clark County as the Urban County Engineer of the Year and Mike Collins, PE of Pacific County as the Rural County Engineer of the Year.

We need the participation of the individual Boards of Commissioners and County Executives from across the state to gain nominations for this year's selection.

If you feel your County Engineer has been doing an exceptionally good job and deserves extra recognition, may I suggest that you nominate him or her by completing the attached nomination form and submitting it to the CRAB office no later than **May 12, 2016**.

The selection committee members consist of me, the 2015 Engineers of the Year, CRABoard Chairman Commissioner Dale Snyder, and CRAB Deputy Director Walt Olsen. The committee will review the nominations and make a decision.

The award will be made during the annual engineer's banquet in June during the WSACE Summer Conference at the Sun Mountain Lodge in Winthrop. Persons selected also become candidates in the National Association of County Engineers competition this fall.

- Submit by: May 13, 2016
- Mail to: Jay Weber, CRAB
  2404 Chandler Court SW, Ste 240
  Olympia, WA 98502
- Or E-Mail to: Karen Pendleton at karen@crab.wa.gov

If you have questions, please contact me at 360.753.5989. If you would like the nomination form electronically, please contact Karen Pendleton at karen@crab.wa.gov. Your help will make this process work for both the good of your county and the good of the organization. Thank you for your support.

Cc: Dale Snyder, CRABoard Chairman
Heath Henderson, Clark County
Mike Collins, Pacific County
Walt Olsen, CRAB

NOMINATION FORM
WSACE "County Engineer of the Year"

2016

The County of _____ hereby places the name of _____ in nomination as WSACE County Engineer of the Year. We feel our Engineer is worthy of this honor for the following reason(s). (Provide data in one or more of the following categories.)

Notes:

(1) It only takes one category to nominate. Submitting activities in more than one category will increase the chances for success, depending on the merits of the accomplishments. Nominee must be a professional engineer.

(2) Use separate sheets for each of the following categories if needed.

[ ] Category 1 – MANAGEMENT SKILLS
(Provide details and samples/examples of why your engineer is an outstanding manager.)

[ ] Category 2 – PUBLIC RELATIONS
(Provide details and samples/examples of why your engineer has outstanding skills in dealing with the public, with other county departments, and/or with the Board of Commissioners.)

[ ] Category 3 – ENGINEERING EXPERTISE
(Provide details and samples/examples of how your engineer has demonstrated outstanding engineering skills and/or expertise.)

[ ] Category 4 – COMMUNITY ACTIVITIES
(Provide details and samples/examples of how your engineer has helped to make the community/county a better place to live.)

[ ] Category 5 – WSACE COMMITTEE ACTIVITY
(Provide details and samples/examples of how your engineer has provided leadership and/or support to help further the goals of the Association.)

[ ] Category 6 – OTHER ACTIVITIES/QUALIFICATIONS
(Provide details and samples/examples of how your engineer has provided special support, expertise, and/or leadership in some related or unrelated field.)

[ ] Category 7 – SPECIAL CATEGORY
(List any special honors or awards that have been received by your engineer, provide the names of the award(s), when received, etc.)

SUBMITTED:

_____
County Executives or Chairman, Board of County Commissioners

_____
Date

Karen Pendleton

From: Karen Pendleton
Sent: Monday, April 11, 2016 10:31 AM
To: Karen Pendleton
Subject: WSACE 2016 Project/Program Manager of the Year Award
Attachments: WSACE project-program manager award nomination form 2016.docx

To County Engineers and Public Works Directors:

The Washington State Association of County Engineers (WSACE) will be honoring a county project manager or county program manager working below the county engineer or agency head management level for outstanding service and meritorious achievement in or for a county in managing a construction project or a pavement, safety, operations, bridge, or other public works program.

The award will be presented at the Annual Engineer's banquet in June at the WSACE Annual Conference at the Sun Mountain Lodge in Winthrop.

The selection committee members consist of the following:
Walt Olsen, PE, CRAB Deputy Director
Derek Pohle, PE, CRAB Compliance Manager
2015 Program Managers of the Year award recipients, Matt Unzelman and Brandon Hicks, Thurston County
2015 Project Manager of the Year award recipient, Matt Zybas, Snohomish County

Attached is a copy of the nomination form. Please return the attached form and additional supporting documentation to me by **May 20, 2016.**

Karen Pendleton
Executive Assistant
County Road Administration Board
360.753.5989

Notice: This E-mail and your response may be considered a public record and may be subject to disclosure under Washington's Public Records Disclosure Act, Chapter 42.56 RCW.

WSACE
2016 Project/Program Manager of the Year Award
Nomination Form

Application Deadline: May 20, 2015

Nominee:	Title:	
County:	Department:	
Office Address:	Phone:	
City:	State: WA	Zip/Postal Code:

The following information will be used as selection criteria for the Awards Committee:

This award will be presented annually to recognize a county project manager or county program manager working below the county engineer or agency head management level for outstanding service and meritorious achievement in or for a county in managing a construction project or a pavement, safety, operations, bridge, or other public works program.

Eligible nominees could include supervisors, foremen, or engineers who manage a project or program. Nominations can be submitted by any WSACE voting member to the Awards Committee. Endorsements by County Board of Commissioners, County Executive or Council are encouraged although not required.

The specific project or program must have been completed, if a project, or substantially underway if a program by the end of the year for which the award was submitted (for 2016 if a project it must be completed in 2015 or if a program substantially underway in 2015). A specific discussion on the actual project or program, its significance and importance, and the individual's performance and contribution to complete the project or program on time and within budget is requested as a part of the submission.

Nominated by:	Title:	
County:	Department	
Office Address:	Phone:	
City:	State: WA	Zip/Postal Code:

Submit completed form and supporting documents to:

Karen Pendleton, Executive Assistant
County Road Administration Board
karen@crab.wa.gov
Ph. 360.753.5989

County Road Administration Board Agency Summary FYTD as of March 2016 - with Projections

Fund 102- Rural Arterial Trust Account Summary

Category	BI Allotment	BITD Allotment	BITD Expenditures	BITD Variance	BI Variance
Salaries and Wages	722,361	268,470	267,742	728	454,619
Employee Benefits	218,778	81,587	81,161	426	137,617
Goods and Other Services	23,940	8,942	8,062	880	15,878
Travel	3,921	907	1,848	(941)	2,073
Capital Outlays	0	0	513	(513)	(513)
Grants, Benefits & Client Services	47,094,000	20,862,250	15,243,675	5,618,575	31,850,325
Sum:	**48,063,000**	**21,222,156**	**15,603,001**	**5,619,155**	**32,459,999**
Sum without Grants:	**969,000**	**359,906**	**359,325**	**560**	**609,675**

Category	FY Allotment	Jul 2015-Mar 2016 Expenditures	April Est Expenditures	May Est Expenditures	June Est Expenditures	FY Remaining
Salaries and Wages	**357,958**	**267,742**	**29,789**	**29,789**	**29,789**	**849**
AA State Classified	357,958	266,845	29,789	29,789	29,789	1,746
AS Sick Leave Buy-Out	0	896	0	0	0	(896)
Employee Benefits	**108,784**	**72,131**	**9,058**	**9,058**	**9,058**	**9,479**
BA Old Age and Survivors Insurance	22,193	14,488	1,829	1,829	1,829	2,218
BB Retirement and Pensions	39,733	26,503	3,330	3,330	3,330	3,240
BC Medical Aid & Industrial Insurance	1,852	1,207	153	153	153	186
BD Health, Life & Disability Insurance	39,816	26,545	3,318	3,318	3,318	3,317
BH Hospital Insurance (Medicare)	5,190	3,388	428	428	428	518
BZ Other Employee Benefits	0	1	0	0	0	(1)
Goods and Other Services	**12,204**	**8,062**	**2,234**	**883**	**883**	**142**
EA Supplies and Materials	206	108	13	13	13	59
EB Communications/Telecommunications	864	303	40	40	40	441
EC Utilities	482	359	33	33	33	24
ED Rentals and Leases - Land & Buildings	3,034	2,058	343	343	343	(53)
EE Repairs, Alterations & Maintenance	7	10	0	0	0	(3)
EF Printing and Reproduction	155	138	7	7	7	(4)
EG Employee Prof Dev & Training	688	477	1,390	43	43	(1,265)
EH Rental & Leases - Furn & Equipment	83	66	7	7	7	(4)
EJ Subscriptions	52	59	8	8	8	(31)
EK Facilities and Services	258	181	23	23	23	8
EL Data Processing Services (Interagency)	1,290	1,145	125	125	125	(230)
EM Attorney General Services	52	55	30	30	30	(93)
EN Personnel Services	0	102	12	12	12	(138)
EP Insurance	36	64	0	0	0	(28)
ER Other Contractual Services	2,373	1,826	199	199	199	(50)
ES Vehicle Maintenance & Operating Cst	21	8	0	0	0	13
ET Audit Services	0	(0)	0	0	0	0
EW Archives & Records Management Svcs	17	10	4	0	0	3

Category	FY Allotment	Jul 2015-Mar 2016 Expenditures	April Est Expenditures	May Est Expenditures	June Est Expenditures	FY Remaining
EY Software Licenses and Maintenance	2,586	1,017	0	0	0	1,569
EZ Other Goods and Services	0	79	0	0	0	(79)
Travel	**1,961**	**1,848**	**1,075**	**227**	**227**	**(1,416)**
GA In-State Subsistence & Lodging	1,376	977	902	112	112	(727)
GC Private Automobile Mileage	447	189	103	45	45	65
GD Other Travel Expenses	138	48	9	9	9	63
GF Out-of-State Subsistence & Lodging	0	27	0	0	0	(27)
GG Out-of-State Air Transportation	0	10	0	0	0	(10)
GN Motor Pool Services	0	597	61	61	61	(780)
Capital Outlays	**0**	**513**	**0**	**0**	**0**	**(513)**
JA Noncapitalized Assets	0	343	0	0	0	(343)
JB Noncapitalized Software	0	170	0	0	0	(170)
Grants, Benefits & Client Services	**23,362,250**	**15,243,675**	**500,000**	**750,000**	**1,250,000**	**5,618,575**
NZ Other Grants and Benefits	23,362,250	15,243,675	500,000	750,000	1,250,000	5,618,575
Total Dollars	**23,843,157**	**15,593,970**	**542,156**	**789,957**	**1,289,957**	**5,627,117**
Total without Grants	**480,907**	**350,295**	**42,156**	**39,957**	**39,957**	**8,542**

Proposed Governor/House Supplemental FY16 Budget	
State Public Employee Benefit Rate	(2,000)
General Wage Increase	12,000
Total after Proposed Governor/House Supplemental Budget	**18,542**

Fund 108- Motor Vehicle Account Summary

Category	BI Allotment	BITD Allotment	BITD Expenditures	BITD Variance	BI Variance
Salaries and Wages	1,519,084	575,759	551,032	24,728	968,053
Employee Benefits	441,957	164,799	163,675	1,124	278,282
Goods and Other Services	274,147	95,153	109,073	(13,920)	165,074
Travel	47,812	12,196	22,583	(10,387)	25,229
Capital Outlays	0	0	6,142	(6,142)	(6,142)
Grants, Benefits & Client Services	10,706,000	5,353,000	5,353,151	(151)	5,352,849
Sum:	**12,989,000**	**6,200,907**	**6,205,656**	**(4,749)**	**6,783,344**
Sum without Grants:	**2,283,000**	**847,907**	**852,505**	**(4,347)**	**1,430,495**

Category	FY Allotment	Jul 2015-Mar 2016 Expenditures	April Est Expenditures	May Est Expenditures	June Est Expenditures	FY Remaining
Salaries and Wages	**761,753**	**551,032**	**80,231**	**51,967**	**51,967**	**26,557**
AA State Classified	538,983	395,258	44,074	34,706	34,706	30,239
AC State Exempt	204,966	155,349	17,261	17,261	17,261	(2,166)
AS Sick Leave Buy-Out	2,241	425	2,134	0	0	(318)
AT Terminal Leave	15,563	0	16,762	0	0	(1,199)
Employee Benefits	**219,724**	**145,315**	**19,682**	**15,617**	**15,617**	**23,493**
BA Old Age and Survivors Insurance	46,125	29,436	4,883	3,137	3,137	5,532
BB Retirement and Pensions	82,578	54,623	6,858	5,818	5,818	9,461
BC Medical Aid & Industrial Insurance	5,943	2,207	286	251	251	2,948

Category	FY Allotment	Jul 2015-Mar 2016 Expenditures	April Est Expenditures	May Est Expenditures	June Est Expenditures	FY Remaining
BD Health, Life & Disability Insurance	74,290	52,089	6,510	5,670	5,670	4,351
BH Hospital Insurance (Medicare)	10,788	6,950	1,145	741	741	1,211
BZ Other Employee Benefits	0	10	0	0	0	(10)
Goods and Other Services	**131,080**	**109,073**	**12,491**	**10,046**	**10,046**	**(10,576)**
EA Supplies and Materials	2,516	1,294	126	126	126	844
EB Communications/Telecommunications	10,527	3,630	474	474	474	5,475
EC Utilities	5,872	4,303	389	389	389	402
ED Rentals and Leases - Land & Buildings	36,986	24,634	4,106	4,106	4,106	34
EE Repairs, Alterations & Maintenance	84	120	0	0	0	(36)
EF Printing and Reproduction	1,887	1,648	78	78	78	5
EG Employee Prof Dev & Training	8,388	5,705	2,165	0		518
EH Rental & Leases - Furn & Equipment	1,007	785	81	81	81	(21)
EJ Subscriptions	629	704	100	100	100	(375)
EK Facilities and Services	3,146	2,162	264	264	264	192
EL Data Processing Services (Interagency)	15,728	13,701	1,746	1,506	1,506	(2,731)
EM Attorney General Services	629	658	200	200	200	(629)
EN Personnel Services	0	1,218	136	136	136	(1,626)
EP Insurance	440	761	0	0	0	(321)
ER Other Contractual Services	28,939	21,855	2,586	2,586	2,586	(674)
ES Vehicle Maintenance & Operating Cst	252	95	0	0	0	157
ET Audit Services	0	12,566	0	0	0	(12,566)
EW Archives & Records Management Svcs	210	116	40	0	0	54
EY Software Licenses and Maintenance	13,840	12,171	0	0	0	1,669
EZ Other Goods and Services	0	947	0	0	0	(947)
Travel	**23,906**	**22,583**	**5,405**	**2,469**	**2,969**	**(9,520)**
GA In-State Subsistence & Lodging	16,776	12,155	4,443	1,412	1,412	(2,646)
GC Private Automobile Mileage	5,452	2,261	105	200	700	2,186
GD Other Travel Expenses	1,678	571	58	58	58	933
GF Out-of-State Subsistence & Lodging	0	328	47	47	47	(469)
GG Out-of-State Air Transportation	0	120	20	20	20	(180)
GN Motor Pool Services	0	7,148	732	732	732	(9,344)
Capital Outlays	**0**	**6,142**	**0**	**0**	**0**	**(6,142)**
JA Noncapitalized Assets	0	4,107	0	0	0	(4,107)
JB Noncapitalized Software	0	2,035	0	0	0	(2,035)
Grants, Benefits & Client Services	**5,353,000**	**5,353,151**	**0**	**0**	**100**	**(251)**
NZ Other Grants and Benefits	5,353,000	5,353,151	0	0	100	(251)
Total Dollars	**6,489,463**	**6,187,296**	**117,809**	**80,099**	**80,699**	**23,560**
Total without Grants	**1,136,463**	**834,145**	**117,809**	**80,099**	**80,599**	**23,811**

Proposed Governor/House Supplemental FY16 Budget	
Audit Services	13,000
Legal Services	16,000
DES Central Services	18,000
TLA System	2,000
State Public Employee Benefit Rate	(5,000)

Category	FY Allotment	Jul 2015-Mar 2016 Expenditures	April Est Expenditures	May Est Expenditures	June Est Expenditures	FY Remaining
General Wage Increase						25,000
Total after Proposed Governor/House Supplemental Budget						**92,811**

Fund 186- County Arterial Preservation Acct Summary

Category	BI Allotment	BITD Allotment	BITD Expenditures	BITD Variance	BI Variance
Salaries and Wages	818,797	326,635	312,893	13,742	505,904
Employee Benefits	260,720	96,765	96,636	129	164,084
Goods and Other Services	360,219	122,365	125,245	(2,880)	234,974
Travel	62,268	17,541	28,822	(11,281)	33,446
Capital Outlays	0	0	8,003	(8,003)	(8,003)
Grants, Benefits & Client Services	32,344,000	12,573,500	12,475,619	97,881	19,868,381
Interagency Reimbursements	(21,004)	(21,004)	(20,979)	(25)	(25)
Sum:	**33,825,000**	**13,115,802**	**13,026,239**	**89,563**	**20,798,761**
Sum without Grants:	**1,481,000**	**542,302**	**550,620**	**(7,990)**	**930,380**

Category	FY Allotment	Jul 2015-Mar 2016 Expenditures	April Est Expenditures	May Est Expenditures	June Est Expenditures	FY Remaining
Salaries and Wages	**423,670**	**312,893**	**32,030**	**51,563**	**24,554**	**2,630**
AA State Classified	403,620	312,113	32,030	32,030	24,554	2,893
AS Sick Leave Buy-Out	9,075	0	0	8,947	0	128
AT Terminal Leave	10,975	780	0	10,586	0	(391)
Employee Benefits	**127,224**	**96,636**	**9,741**	**11,236**	**7,491**	**2,120**
BA Old Age and Survivors Insurance	25,025	18,921	1,930	3,141	1,490	(457)
BB Retirement and Pensions	44,802	34,894	3,561	3,561	2,726	60
BC Medical Aid & Industrial Insurance	5,680	1,662	170	170	135	3,543
BD Health, Life & Disability Insurance	45,864	36,720	3,620	3,620	2,780	(876)
BH Hospital Insurance (Medicare)	5,853	4,425	460	744	360	(136)
BZ Other Employee Benefits	0	14	0	0	0	(14)
Goods and Other Services	**168,757**	**125,245**	**15,433**	**12,006**	**14,732**	**1,340**
EA Supplies and Materials	3,277	1,686	164	164	164	1,099
EB Communications/Telecommunications	13,709	4,731	511	511	511	7,445
EC Utilities	7,647	5,608	2,416	0	2,416	(2,793)
ED Rentals and Leases - Land & Buildings	48,168	32,100	5,351	5,351	5,351	15
EE Repairs, Alterations & Maintenance	109	156	0	0	0	(47)
EF Printing and Reproduction	2,458	2,148	80	80	80	70
EG Employee Prof Dev & Training	10,924	7,434	591	0	0	2,899
EH Rental & Leases - Furn & Equipment	1,311	1,023	120	120	120	(72)
EJ Subscriptions	819	918	120	120	120	(459)
EK Facilities and Services	4,097	2,818	345	345	345	244
EL Data Processing Services (Interagency)	20,482	17,854	1,923	1,923	2,233	(3,451)
EM Attorney General Services	819	857	235	235	235	(743)
EN Personnel Services	0	1,587	429	60	60	(2,136)
EP Insurance	573	992	0	0	0	(419)

Category	FY Allotment	Jul 2015-Mar 2016 Expenditures	April Est Expenditures	May Est Expenditures	June Est Expenditures	FY Remaining
ER Other Contractual Services	37,688	28,479	3,097	3,097	3,097	(82)
ES Vehicle Maintenance & Operating Cst	328	123	0	0	0	205
ET Audit Services	0	0	0	0	0	0
EW Archives & Records Management Svcs	273	151	51	0	0	71
EY Software Licenses and Maintenance	16,075	15,860	0	0	0	215
EZ Other Goods and Services	0	721	0	0	0	(721)
Travel	**31,134**	**28,822**	**4,092**	**2,910**	**3,410**	**(8,101)**
GA In-State Subsistence & Lodging	21,848	15,233	1,907	1,740	1,740	1,227
GC Private Automobile Mileage	7,101	2,946	1,015	0	500	2,640
GD Other Travel Expenses	2,185	744	80	80	80	1,201
GF Out-of-State Subsistence & Lodging	0	427	65	65	65	(622)
GG Out-of-State Air Transportation	0	156	25	25	25	(231)
GN Motor Pool Services	0	9,315	1,000	1,000	1,000	(12,315)
Capital Outlays	**0**	**8,003**	**0**	**0**	**0**	**(8,003)**
JA Noncapitalized Assets	0	5,352	0	0	0	(5,352)
JB Noncapitalized Software	0	2,652	0	0	0	(2,652)
Grants, Benefits & Client Services	**16,310,250**	**12,475,619**	**1,336,750**	**1,200,000**	**1,297,881**	**0**
NZ Other Grants and Benefits	16,310,250	12,475,619	1,336,750	1,200,000	1,297,881	0
Interagency Reimbursements	**(21,004)**	**(20,979)**	**0**	**0**	**0**	**(25)**
SA Salaries and Wages	(15,330)	(15,480)	0	0	0	150
SB Employee Benefits	(5,674)	(5,499)	0	0	0	(175)
Total Dollars	**17,040,031**	**13,026,239**	**1,398,047**	**1,277,715**	**1,348,068**	**(10,038)**
Total without Grants	**729,781**	**550,620**	**61,297**	**77,715**	**50,187**	**(10,038)**

Proposed Governor/House Supplemental FY16 Budget	
State Public Employee Benefit Rate	(2,000)
General Wage Increase	14,000
Total after Proposed Governor/House Supplemental Budget	**1,962**

State of Washington
Office of Financial Management

Fund and FTE Detail by Fiscal Year

Agency: 406 - County Road Administration Board
Version: TR - 2016 Supp Transp Budget-Passed Leg.
Version Option: Transportation and Omnibus

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Dollars in Thousands

	Fiscal Year 1 FTEs	Fiscal Year 2 FTEs	**Total Annual FTE**	Fiscal Year 1 Funds	Fiscal Year 2 Funds	**Total Funds**	**Percent Share of RecSum**
2015-17 Expenditure Authority	**17.2**	**17.2**	**17.2**	**47,520**	**47,357**	**94,877**	
Current Biennium Fund Totals	**17.2**	**17.2**	**17.2**				
102-1 Rural Arterial Trust Account-State				23,843	24,220	48,063	50.66%
108-1 Motor Vehicle Account-State				6,500	6,489	12,989	13.69%
186-1 County Arterial Preservation Acct-State				17,177	16,648	33,825	35.65%
92D Audit Services							
108-1 Motor Vehicle Account-State				13		13	100.00%
92E Legal Services							
108-1 Motor Vehicle Account-State				16	17	33	100.00%
92F Office of Chief Information Officer							
108-1 Motor Vehicle Account-State					1	1	100.00%
92K DES Central Services							
108-1 Motor Vehicle Account-State				18	44	62	100.00%
92L Core Financial Systems Replacement							
108-1 Motor Vehicle Account-State					1	1	100.00%
92T Time, Leave and Attendance System							

State of Washington
Office of Financial Management

Fund and FTE Detail by Fiscal Year

Agency: 406 - County Road Administration Board
Version: TR - 2016 Supp Transp Budget-Passed Leg.
Version Option: Transportation and Omnibus

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Dollars in Thousands

	Fiscal Year 1 FTEs	Fiscal Year 2 FTEs	**Total Annual FTE**	Fiscal Year 1 Funds	Fiscal Year 2 Funds	**Total Funds**	**Percent Share of RecSum**
108-1 Motor Vehicle Account-State				2		2	100.00%
G06 State Public Employee Benefits Rate				**(9)**	**4**	**(5)**	
102-1 Rural Arterial Trust Account-State				(2)	1	(1)	20.00%
108-1 Motor Vehicle Account-State				(5)	2	(3)	60.00%
186-1 County Arterial Preservation Acct-State				(2)	1	(1)	20.00%
GL9 General Wage Incr-State Employees				**51**	**86**	**137**	
102-1 Rural Arterial Trust Account-State				12	20	32	23.36%
108-1 Motor Vehicle Account-State				25	42	67	48.91%
186-1 County Arterial Preservation Acct-State				14	24	38	27.74%
Total Maintenance Level				**47,611**	**47,510**	**95,121**	
% Change from Current Biennium				0.2%	0.3%	0.3%	
AH Increase Authority							
102-1 Rural Arterial Trust Account-State				4,500	4,500	9,000	100.00%
2015-17 Total Proposed Budget				**52,111**	**52,010**	**104,121**	
% Change from Current Biennium				9.7%	9.8%	9.7%	
2015-17 Budget Fund Summary Totals	**17.2**	**17.2**	**17.2**				
102-1 Rural Arterial Trust Account-State				28,353	28,741	57,094	54.83%
108-1 Motor Vehicle Account-State				6,569	6,596	13,165	12.64%

Agency: 406 - County Road Administration Board
Version: TR - 2016 Supp Transp Budget-Passed Leg.
Version Option: Transportation and Omnibus

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Dollars in Thousands

	Fiscal Year 1 FTEs	Fiscal Year 2 FTEs	**Total Annual FTE**	Fiscal Year 1 Funds	Fiscal Year 2 Funds	**Total Funds**	**Percent Share of RecSum**
186-1 County Arterial Preservation Acct-State				17,189	16,673	33,862	32.52%

92D Audit Services

The agency's budget is adjusted to update anticipated charges for state audit services and to shift funding between fiscal years to reflect the State Auditor's audit schedule.

92E Legal Services

The agency's budget is adjusted to reflect updated estimates of anticipated usage of Attorney General's Office legal services.

92F Office of Chief Information Officer

The agency's budget is adjusted to update their allocated share of charges and to reflect increased billing levels for software subscriptions and office relocation.

92K DES Central Services

The agency's budget is adjusted to update its allocated share of the following charges from the Department of Enterprise Services: small agency financial services, capital project surcharge, campus utilities, campus employee parking, financing cost recovery, public and historic facilities, and risk management administration. Additionally, small agency human resources clients are provided expenditure authority to pay for human resources services.

92L Core Financial Systems Replacement

Funding is provided for planning efforts to replace the state's core financial systems. This phase of the project will start the process of replacing the state's procurement system and will begin the business process redesign work to prepare for full replacement of the enterprise resource planning (ERP) system. This funding will also be used to develop the plan and cost estimates for full ERP replacement in subsequent biennia.

92T Time, Leave and Attendance System

The agency's budget is increased to pay the remaining debt service for the Time, Leave and Attendance system.

AH Increase Authority

Expenditure authority is increased for County Road Administration Board projects to reflect the most recent revenue forecast and unused prior biennium funds.

Agency: 406 - County Road Administration Board
Version: TR - 2016 Supp Transp Budget-Passed Leg.
Version Option: Transportation and Omnibus

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Dollars in Thousands

G06 State Public Employee Benefits Rate

This item moves funding for employee compensation that was provided in the 2015-17 operating budget into individual agency budgets, without changing the amount of that funding.

GL9 General Wage Incr-State Employees

This item moves funding for employee compensation that was provided in the 2015-17 operating budget into individual agency budgets, without changing the amount of that funding.

State of Washington
Office of Financial Management

Fund and FTE Detail by Fiscal Year

Agency: 406 - County Road Administration Board
Version: TR - 2016 Supp Transp Budget-Passed Leg.
Version Option: Transportation and Omnibus

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Dollars in Thousands

Parameter	Entered As
Biennium	2015-17
Agency	406
Version	TR
Version Option	B
Program	
Sub Program	
Without Codes	N
Include Supporting Text	Y

PROPOSED RULE MAKING

CR-102 (June 2012)
(Implements RCW 34.05.320)
Do **NOT** use for expedited rule making

Agency: County Road Administration Board

☐ **Preproposal Statement of Inquiry was filed as WSR _____ ; or**
☐ **Expedited Rule Making--Proposed notice was filed as WSR _____; or**
X **Proposal is exempt under RCW 34.05.310(4) or 34.05.330(1).**

X **Original Notice**
☐ **Supplemental Notice to WSR _____**
☐ **Continuance of WSR _____**

Title of rule and other identifying information: (Describe Subject) New WAC 136-25 Standard of Good Practice-Traffic Law Enforcement Expenditures

Hearing location(s): County Road Administration Board
2404 Chandler Court SW, Ste 280
Olympia, WA 98504

Date: April 14, 2016 Time: 2:00 PM

Submit written comments to:
Name: Karen Pendleton
Address:2404 Chandler Court SW, Ste 240
Olympia, WA 98504-0913
e-mail karen@crab.wa.gov
fax (360)350.6094 by (date) April 8, 2016

Assistance for persons with disabilities: Contact
Karen Pendleton by April 8, 2016
TTY (800) 883.6384 or (360) 753.5989

Date of intended adoption: April 14, 2016
(Note: This is **NOT** the **effective** date)

Purpose of the proposal and its anticipated effects, including any changes in existing rules: The CRABoard finds that adopting this new Standard of Good Practice will define traffic law enforcement expenditures, and help counties comply with the rural arterial program eligibility requirements.

Reasons supporting proposal: To support counties by providing a framework for maintaining RAP eligibility as recent State audits have highlighted this as a potential area of concern. Provide the SAO with a consistent basis for review and analysis.

Statutory authority for adoption: 36.78

Statute being implemented:

Is rule necessary because of a:

Federal Law?	☐ Yes	x No
Federal Court Decision?	☐ Yes	x No
State Court Decision?	☐ Yes	x No

If yes, CITATION:

DATE
January 28, 2016

NAME (type or print)
Jay P. Weber

SIGNATURE

TITLE
Executive Director

CODE REVISER USE ONLY

OFFICE OF THE CODE REVISER
STATE OF WASHINGTON
FILED

DATE: February 02, 2016
TIME: 10:48 AM

WSR 16-04-104

(COMPLETE REVERSE SIDE)

Agency comments or recommendations, if any, as to statutory language, implementation, enforcement, and fiscal matters:

Name of proponent: (person or organization) County Road Administration Board

☐ Private
☐ Public
X Governmental

Name of agency personnel responsible for:

	Name	Office Location	Phone
Drafting.....	Derek Pohle	Thurston County	(360) 753.5989
Implementation....	Derek Pohle	Thurston County	(360) 753.5989
Enforcement.....	Jay Weber	Thurston County	(360) 753.5989

Has a small business economic impact statement been prepared under chapter 19.85 RCW or has a school district fiscal impact statement been prepared under section 1, chapter 210, Laws of 2012?

☐ Yes. Attach copy of small business economic impact statement or school district fiscal impact statement.

A copy of the statement may be obtained by contacting:
Name:
Address:

phone ( ) _____
fax ( ) _____
e-mail _____

X No. Explain why no statement was prepared.
N/A

Is a cost-benefit analysis required under RCW 34.05.328?

☐ Yes A preliminary cost-benefit analysis may be obtained by contacting:
Name:
Address:

phone ( ) _____
fax ( ) _____
e-mail _____

X No: Please explain: N/A

Chapter 136-25 WAC
STANDARD OF GOOD PRACTICE—TRAFFIC LAW ENFORCEMENT EXPENDITURES

NEW SECTION

WAC 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). Chapter 136-150 WAC describes how the RATA provisions will be implemented by the county road administration board. This chapter is specific to WAC 136-150-020, 136-150-021, 136-150-022, and 136-150-030 relating to road levy, road levy diversion, and traffic law enforcement.

NEW SECTION

WAC 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, except those counties with a population of less than eight thousand, RCW 36.79.140 and WAC 136.150.030.

NEW SECTION

WAC 136-25-030 Eligible traffic law enforcement activities on county roads. For purposes of maintaining RATA eligibility, should the legislative authority vote and budget to divert road levy funds, 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) Oversize vehicle (weight, length, width, and height) enforcement;

(4) Special traffic emphasis patrols;

(5) Facilitating the removal of abandoned vehicles from the county road and rights of way;

(6) Facilitating the removal of roadway and right of way obstructions at the request of the county engineer;

(7) Investigating illegal littering and dumping on county road rights of way;

(8) Sign damage investigation and enforcement;

(9) Road condition enforcement, including mud, water, debris, or spills;

(10) Rights of way encroachment investigation and enforcement at the request of the county engineer;

(11) Maintenance and construction zone traffic enforcement;

(12) Road department vehicle special collision investigation at the request of the county engineer; and

(13) 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. Disagreements shall be elevated to the county legislative authority.

NEW SECTION

WAC 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 shall maintain adequate records of annual traffic law enforcement expenditures in such format and detail to demonstrate that the funds were used only for the traffic law enforcement activities set out in WAC 136-25-030.

NEW SECTION

WAC 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 are discretionary but, if used, should list which activities set out in WAC 136-25-030 are subject to the agreement.

PROPOSED RULE MAKING

CR-102 (June 2012)
(Implements RCW 34.05.320)
Do **NOT** use for expedited rule making

Agency: County Road Administration Board

☐ **Preproposal Statement of Inquiry was filed as WSR _____ ; or**
☐ **Expedited Rule Making--Proposed notice was filed as WSR _____; or**
X **Proposal is exempt under RCW 34.05.310(4) or 34.05.330(1).**

X **Original Notice**
☐ **Supplemental Notice to WSR _____**
☐ **Continuance of WSR _____**

Title of rule and other identifying information: (Describe Subject)
WAC 136-150-022 Ascertaining the expenditures for traffic law enforcement

Hearing location(s): County Road Administration Board
2404 Chandler Court SW, Ste 280
Olympia, WA 98504

Date: April 14, 2016 Time: 2:00 PM

Submit written comments to:
Name: Karen Pendleton
Address:2404 Chandler Court SW, Ste 240
Olympia, WA 98504-0913
e-mail karen@crab.wa.gov
fax (360)350.6094 by (date) April 8, 2016

Assistance for persons with disabilities: Contact
Karen Pendleton by April 8, 2016
TTY (800) 883.6384 or (360) 753.5989

Date of intended adoption: April 14, 2016
(Note: This is **NOT** the **effective** date)

Purpose of the proposal and its anticipated effects, including any changes in existing rules
WAC 136-150-022 Ascertaining the expenditures for traffic law enforcement – proposed changes to this section requires each county to maintain records of annual traffic law enforcement expenditures in such format and detail as to demonstrate that the funds were used for traffic law enforcement. Also references new WAC 136-25 for defining traffic law enforcement activities.

Reasons supporting proposal: Rule updates concomitant with adoption of new WAC 136-25.

Statutory authority for adoption: 36.78

Statute being implemented:

Is rule necessary because of a:

Federal Law?	☐ Yes	x No
Federal Court Decision?	☐ Yes	x No
State Court Decision?	☐ Yes	x No

If yes, CITATION:

DATE
January 28, 2016

NAME (type or print)
Jay P. Weber

SIGNATURE

TITLE
Executive Director

CODE REVISER USE ONLY

OFFICE OF THE CODE REVISER
STATE OF WASHINGTON
FILED

DATE: February 02, 2016
TIME: 10:49 AM

WSR 16-04-105

(COMPLETE REVERSE SIDE)

Agency comments or recommendations, if any, as to statutory language, implementation, enforcement, and fiscal matters:

Name of proponent: (person or organization) County Road Administration Board

☐ Private
☐ Public
X Governmental

Name of agency personnel responsible for:

	Name	Office Location	Phone
Drafting.....	Derek Pohle	Thurston County	(360) 753.5989
Implementation....	Derek Pohle	Thurston County	(360) 753.5989
Enforcement.....	Jay Weber	Thurston County	(360) 753.5989

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Name:
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phone ( ) _____
fax ( ) _____
e-mail _____

X No. Explain why no statement was prepared.
N/A

Is a cost-benefit analysis required under RCW 34.05.328?

☐ Yes A preliminary cost-benefit analysis may be obtained by contacting:
Name:
Address:

phone ( ) _____
fax ( ) _____
e-mail _____

X No: Please explain: N/A

AMENDATORY SECTION (Amending WSR 03-21-136, filed 10/21/03, effective 11/21/03)

WAC 136-150-022 Ascertaining the expenditures for traffic law enforcement. 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 1st of each year. Each county shall maintain records of annual traffic law enforcement expenditures in such format and detail as to demonstrate that the funds were used for traffic law enforcement.

Definition of traffic law enforcement: For purposes of this chapter, traffic law enforcement is defined as engaging in the activities listed in WAC 136-25-030 in unincorporated county locations.

Karen Pendleton

From: Art Swannack <Arts@co.whitman.wa.us>
Sent: Monday, February 8, 2016 4:00 PM
To: Karen Pendleton
Subject: RE: Public Hearing Scheduled - April CRABoard Meeting

Karen,

Thank you for this information. I do have one comment for the CRAB board to consider in their deliberations of WAC 136-150-022. The amended language states in the second underlined section:

Each county shall maintain records of annual traffic law enforcement expenditures in such format and detail as to demonstrate that the funds were used for traffic law enforcement. Definition of traffic law enforcement: For purposes of this chapter, traffic law enforcement is defined as engaging in the activities listed in WAC 136-25-030 in unincorporated county locations.

My Comment:

I believe this language should be changed to state "Each county Sheriff shall maintain ....". There is an important disconnect in the proposed language. The certification is signed by the county Sheriff but the Sheriff is not responsible to maintain the records supporting the certification.

The regular law enforcement and traffic law enforcement activity of each deputy is legally only under the control of our elected Sheriff. Neither the Board of County Commissioners nor any other department in the county is in a position to accurately keep records of the minute by minute and day to day activities of deputies, that is the Sheriff's prerogative.

Suggesting another department maintain the records sets up a conflict of interest between one department's desire for funding and another department's desire for accurate reporting. It also creates a situation where the record keeper or certifier could get in trouble because of inaccuracies or false information which they didn't generate but simply reported.

County government is convoluted enough without setting up more potential problems. I request you change the language above to reflect the Sheriff maintains the records and submits the certification of expenditures.

Sincerely,

Arthur D. Swannack
Whitman County Board of Commissioners
400 North Main Street
Colfax, Washington 99111
Phone: (509) 397-5240
Email: ArtS@co.whitman.wa.us

Please note: Washington has a very broad public records law. Most written communications to or from County Employees and Officials regarding County business are public records and are

available to the public and media upon request. Your e-mail communication may be subject to public disclosure.

From: Karen Pendleton [mailto:karen@crab.wa.gov]
Sent: Monday, February 8, 2016 1:57 PM
To: Matt Graves (mgraves@co.pierce.wa.us); Grant Morgan PE(garfeng@co.garfield.wa.us); Russell Esses (resses@co.grays-harbor.wa.us); Bill Oakes (billo@co.island.wa.us); Andrew Nelson PE (Kitsap1@co.kitsap.wa.us); Brian Vincent (brianv@sanjuanco.com); Bobann Fogard PE (bobann.fogard@co.snohomish.wa.us); Mitch Reister PE (mreister@spokanecounty.org); Scott Lindblom PE (lindbls@co.thurston.wa.us); Ramiro Chavez (chavezr@co.thurston.wa.us); Paul Lacy PE (lacyp@co.wahkiakum.wa.us); Dave Eids PE (deids@wwcountyroads.com); Joe Rutan (jrutan@co.whatcom.wa.us); Vern Redifer PE (vern.redifer@co.yakima.wa.us); Gary Ekstedt (gary.ekstedt@co.yakima.wa.us); Sam Castro; Commissioner John Marshall (johnm@co.adams.wa.us); Commissioner Steve Jenkins (sjenkins@co.douglas.wa.us); Robert Koch; Commissioner Rex Johnston (bocc@co.klickitat.wa.us); Commissioner Dan Cothren (cothrend@co.wahkiakum.wa.us); Reid Wheeler (wma001@comcast.net); Art Swannack; Council Member Kathy Lambert (kathy.lambert@kingcounty.gov); Commissioner Rob Coffman (rcoffman@co.lincoln.wa.us); Commissioner Todd Mielke (tmielke@spokanecounty.org); Commissioner Mike Leita (mike.leita@co.yakima.wa.us); Commissioner Rand Elliott (rand.elliott@co.yakima.wa.us); Rick Montgomery (rmontgomery@co.jefferson.wa.us); Commissioner Bill Schulte (bill.schulte@lewiscountywa.gov); Commissioner Mike Backman (backmanm@co.wahkiakum.wa.us); Commissioner Kevin Bouchey (kevin.bouchey@co.yakima.wa.us); Julie Edgeman; Greg Kimsey (greg.kimsey@clark.wa.gov); Jo Ann Stansbury (jstansbury@co.okanogan.wa.us); Jim Bloodgood (jim.bloodgood@co.snohomish.wa.us); Mark Sele (mark.b.sele@co.chelan.wa.us); Toni Cox; Ken Cook (kcook@co.pierce.wa.us); Mike Edde (medde@co.kitsap.wa.us); Kathy Jurgens (kathy@co.kittitas.wa.us); Bryan Thorp PLS (bryan.thorp@co.benton.wa.us); Guard N. Sundstrom (guards@sanjuanco.com)
Subject: Public Hearing Scheduled - April CRABoard Meeting

To All Interested Parties:

The CRABoard will be holding a public hearing on April 14, 2016 at 2:00 pm during their regularly scheduled Board meeting to consider adoption of WAC rule changes. These proposed changes can be found on CRAB's website at http://www.crab.wa.gov/Administration/Accountability/rules_wacs.cfm

The first proposal adopts a new Standard of Good Practice defining traffic law enforcement expenditures. The second proposal amends WAC 136-150-022.

Please contact me or Derek Pohle at 360.753.5989 if you have questions.

Karen Pendleton
Executive Assistant
County Road Administration Board
360.753.5989

Notice: This E-mail and your response may be considered a public record and may be subject to disclosure under Washington's Public Records Disclosure Act, Chapter 42.56 RCW.
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Maintenance Manager's Report
Prepared by Bob Moorhead
April 14, 2016
January – April 2016

County Meetings
March 7: Snohomish County RAP Prospectus Site Reviews
March 8: San Juan County RAP Prospectus Site Reviews
March 9: Whatcom & Skagit Counties RAP Site Prospectus Reviews
March 10: Island County RAP Prospectus Site Reviews
March 14: Cowlitz County RAP Project File & Field Review
March 16: Walla Walla County RAP Project File & Field Review
March 22: Pierce County RAP Prospectus Site Reviews
April 5: Skamania County RAP Project File & Field Reviews
April 8: Wahkiakum County RAP Project Field Review
April 21: Clallam and Jefferson Counties RAP Prospectus Site Reviews
April 22: Kitsap County RAP Prospectus Site Reviews

Other Meetings
March 2: APWA History Committee Meeting, Issaquah
March 15: Enhanced Gravel Road Treatments Workshop, Redmond, OR
March 17: WSACE Eastern District Roundtable Meeting, Ritzville
March 24: WSACE Western District Roundtable Meeting, Olympia
April 5-8: Washington State Chapter APWA Spring Conference, Vancouver
April 20: Eastern Washington Association of County Road Supervisors, Moses Lake
April 24-26: Volunteer at NACE National Convention, Tacoma

Gravel Roads Study
The Gravel Roads Study authorized by the CRABoard in April, 2015, has been completed. Paper copies are being distributed to the Board at this month's meeting. It will be posted on the CRAB web site in early May.

Retirement
I am retiring on May 31, 2016, after eight years as member of the CRAB Staff.

CRAB Training February – April 2016

Date	Subject	Location	Participants	Counties Represented
February 3-4	Autodesk Civil 3D	CRAB Offices	3	2
February 17-18	Mobility	Benton County	11	4
March 23	Pavement Management	Mason County	2	1
March 31	UAV Demonstration Class	Lewis County	20	1
April 4-7	Civil 3-D	CRAB Offices	6	3
April 12-14	UAV Demonstration Classes	Eastern Washington	15	3

COMPLIANCE & DATA ANALYSIS MANAGER'S REPORT

Prepared by Derek Pohle, PE

CRABoard Meeting – April 14-15, 2016
Reporting Period: February 2016 thru April 2016

COMPLIANCE

STANDARDS OF GOOD PRACTICE

February 1, 2016 required submittals: Road Levy Certification
31 of the 39 counties submitted the required form by the February 1st deadline. Three of the eight delinquent counties notified CRAB staff that circumstances beyond the County Engineer's control would likely delay submittal of the road levy certifications a few days beyond the deadline. Two of the remaining five submitted their forms on February 2nd, one the Assessor had yet to complete their work but CRAB was not notified, and the remaining two were unaware of the deadline.

April 1, 2016 required submittals:

Annual Certification
CAPP Accomplishments report
Annual Construction report
Fish Passage Barrier Removal Cost Report
Traffic Enforcement Expenditures Cert.
Annual Certification for MMS
County Ferry System Report

38 of the 39 counties' required submittals were transmitted to CRAB by the deadline. The remaining county transmitted their submittals the next business day. There are two issues of note: One is that about 15% of counties have yet to update their Bridge and Inspection reports to contain the statutory minimum requirements. CRAB staff will continue to work with these counties in an effort to bring these reports up to minimum requirements. Second is that several counties are inconsistent in documenting their County Forces Construction projects on the Annual Construction Report. Mainly, this is to do with project advertisement dates. CRAB staff will continue to work with these counties.

Bridge Inspection Certification – WAC 136-20-040
The Director of Highways and Local Programs has certified to CRAB that all counties have current inspections on file with the Department.

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

Therefore, based on the April 1 submittals, SAO audit reviews for 2014 and 2015, and the performance of the 39 counties during the year 2015, I recommend that all 39 counties receive their Certificates of Good Practice for fiscal year 2016.

Vacancy in Position of County Engineer:

Kittitas County: The County had conducted interviews in March but they have not yet notified CRAB of any decision.

County Audits – For Fiscal Year 2014 & 2015

Skamania County – CRAB staff has been monitoring a continuing Finding which effects the Road Fund. For at least three consecutive audits, the SAO has issued a Finding that the county's financial condition continues to decline and is at risk of not being able to meet its current obligations and maintain services. CRAB staff continues to support county Public Works staff on a consultative basis.

Proposed New Standard of Good Practice – Traffic Law Enforcement

At the January 2016 CRABoard meeting, we reported on the workshop held with the Sheriff's organization representatives and the minor edits recommended resulting from that meeting. The CRABoard set a public hearing date and time for the April meeting to consider adoption of the proposed new standard of good practice, WAC 136-25 Traffic Law Enforcement Expenditures, and amendment to WAC 136-150-022 concerning RAP eligibility.

Staff recommends that the CRABoard approve adoption of the new standard of good practice, WAC 136-25 Traffic Law Enforcement Expenditures, and the amendment to WAC 136-150-022 as presented.

OTHER ACTIVITIES OF THE C&DA MANAGER

- Worked with IT staff on webitizing the Annual Forms.
- SAO performance audit of CRAB – Compliance function.
- CRAB presentation to WTC with Walt.
- Over-water structures committee meeting.
- Interviews for Don Zimmer's replacement.
- Freight technical committee meeting, WSAC project.
- Three meetings with Thurston County – TLE inquiry.
- CFC mini-training at Thurston County.
- Responded to difficulties some counties were having with understanding some aspects of the annual submittal requirements.
- Reviewed annual submittals due to CRAB by February 1 and April 1, 2016.
- Western District WSACE Roundtable.
- SE Region RAP preliminary prospectus field rating/reviews.

RESOLUTION 2016-005

WHEREAS RCW 36.78.090 provides that the County Road Administration Board each year shall transmit to the State Treasurer Certificates of Good Practice on behalf of the counties which during the preceding calendar year have submitted to the State Transportation Commission or to the CRABoard all reports required by law or regulation of the CRABoard and have reasonably complied with provisions of law relating to county road administration and with Standards of Good Practice as formulated and adopted by the Board; and

WHEREAS the County Road Administration Board met on April 14, 2016 in Olympia, Washington to make such a determination pursuant to an analysis of annual certification questionnaires in accordance with WAC 136-04 by the counties; and

WHEREAS the County Road Administration Board determined that 39 counties were in compliance with the provisions of RCW 36.78.090 as they relate to the issuance of Certificates of Good Practice;

NOW, THEREFORE, BE IT RESOLVED that a Certificate of Good Practice be transmitted to the State Treasurer on behalf of the following counties:

ADAMS	GRAYS HARBOR	PIERCE
ASOTIN	ISLAND	SAN JUAN
BENTON	JEFFERSON	SKAGIT
CHELAN	KING	SKAMANIA
CLALLAM	KITSAP	SNOHOMISH
CLARK	KITTITAS	SPOKANE
COLUMBIA	KLICKITAT	STEVENS
COWLITZ	LEWIS	THURSTON
DOUGLAS	LINCOLN	WAHKIAKUM
FERRY	MASON	WALLA WALLA
FRANKLIN	OKANOGAN	WHATCOM
GARFIELD	PACIFIC	WHITMAN
GRANT	PEND OREILLE	YAKIMA

Adopted by the CRABoard on April 14, 2016

_____

CRABoard Chairman

_____

Executive Director

April 2016 CRABoard Meeting
Deputy Director's Report

4/7/2016 12:19 PM

A. County Engineer Changes since January 2016

There were no reported changes in County Engineer positions during the last quarter.

B. County Visits completed since January 2016

- Thurston County (2)
- Pacific County

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

C. County Audit Reports reviewed since January 2016

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

CRAB has reviewed ***nine (9)*** audit reports representing ***seven (7)*** counties since the January 2016 board meeting. ***Two (2)*** audits contained a total of ***two (2)*** findings issued and ***none*** involved County Road Funds in some form. Any audits, with "**Finding Report**" in bold print, revealed substantive findings involving County Road Funds.

2014-2015 Audits

Report #	Entity/Description	Report Type	Audit Period	Date Released	New Find#	Co. Rd?	PrevFind#	Status
1016024	Pierce County	Accountability	01/01/2014 to 12/31/2014	3/31/2016	0		0	
1016417	Pierce County	Fraud	01/01/2014 to 05/11/2015	3/31/2016	1	N	0	
1016419	King County	Accountability	07/01/2014 to 06/30/2015	3/31/2016	0		2	NCR
1016188	Franklin County	Accountability	01/01/2014 to 12/31/2014	3/7/2016	0		0	
1016217	Walla Walla County	Accountability	01/01/2014 to 12/31/2014	3/7/2016	0		0	
1016115	Spokane County	Accountability	01/01/2014 to 12/31/2014	2/11/2016	0		0	
1016109	Kittitas County	Accountability	01/01/2014 to 12/31/2014	2/4/2016	1	N	0	
1015831	Snohomish County	Accountability	07/01/2014 to 06/30/2015	2/1/2016	0		0	
1016108	Yakima County	Accountability	01/01/2014 to 12/31/2014	1/28/2016	0		0	

D. Other Activities and Visits since January 2016

25 January	CRAB Annual Forms Project Meeting	CRAB Office
8-16 February	Jury Duty	Olympia
18 February	Transportation Commission Presentation (CRAB)	WSDOT HQ
7-8 March	Road System Inventory Manager Interviews	CRAB Office
11 March	Management Seminar	Olympia
15 March	Transportation Commission Presentation (UAV)	WSDOT HQ
16 March	WSACE/CRAB Freight/Rail Project	CRAB Office
16 March	King 5 Interview (UAV's)	CRAB Office
17 March	WSACE East District Meeting	Ritzville
21 March	Thurston County TLE Discussion	CRAB Office
22 March	Thurston County CRAB On Site Training (CFC)	Olympia
24 March	WSACE West District Meeting	WSAC Office
29 March	Pacific County Landslide Field Review	Naselle
4-6 April	Vacation	Newport
12 April	SACS Quarterly Meeting	CRAB Office

*

April 2016 -- CRABoard

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

County Visits

Kittitas – 2/1
Franklin – 2/2
Columbia – 2/2 & 2/3
Asotin – 2/3 & 2/4
Garfield – 2/4
Benton – 2/5
Thurston – 3/3

Other meetings and activities

NACE 2016 conference planning (meetings and conference calls) –
2/10, 2/24, 3/9, 3/23, 3/29, 4/13
WSAC Financial Reporting analysis – 2/10, 3/1, 3/4
FMSIB call for projects – projects review – 3/16
SAO regarding distribution of Multimodal Funds – 3/30, 4/12

County Engineer Desk Manual

March 2016 update to the CE/PWD Desk Manual was released last week

Office of the County Engineer Training

Customized training presented February 3 & 4 in Asotin County (3 participants)

3-day training is scheduled for May 17-19, at CRAB, with 9 participants currently signed up, representing 5 counties

Customized training is scheduled for Pierce County on May 25 & 26, with approximately 20 participants expected

	Fuel Tax	3.1.2.2

TOC

The Fuel Tax is a major revenue source for financing transportation programs and projects in the state. (Note: 1-cent of fuel tax (2015) = approximately $32M)

	Total State Fuel Tax	Counties Share
2002 --	23.0 cents per gallon	5.45
2003 --	28.0	5.45
2008 --	37.5	5.95 + $1.5M
2015 --	44.5	5.95 + $10.3M
2016 --	49.4	5.95 + $10.3M

Counties Share State Fiscal Years 2015 & 2016	Pre-2015	+	Fuel Tax per Yr.	+	Non-Fuel per Yr.
○ Rural Arterial Program	$18.6M	+	$0.5M		
○ County Arterial Preservation Program	$15.9M	+	$5.5M		
○ General Distribution	$158M	+	$2.7M	+	$3.1M

Note: The RAP $0.5M and CAPP $5.5M are both allocated through biennial budget appropriation only. All other values are based on statutory formulas.

County General Distribution

- ○ 10% split **equally** between the 39 counties
- ○ 30% split based on "equivalent" **population**
- ○ 30% split based on system maintenance and replacement **costs**
- ○ 30% split based on financial **needs** ("costs" compared against selected revenues)

The General Distribution to counties is based on the above 10-30-30-30, subject to:

- RCW 46.68.122 and 46.68.124 (allocation factors provided by CRAB by Sept. 1st each year)
- RCW 46.68.120 - deductions prior to distribution
  - ○ CRAB and WSDOT-Local Programs administration
  - ○ Island counties (RCW 46.68.080)
  - ○ Studies (study money)
- RCW 47.56.725 - deduction for county ferries
- RCW 47.30.050 - Expenditures for paths and trails - minimum amount
- RCW 28A.520.010 & .020 (Federal Forest)
- RCW 84.33 (Timber Excise Tax)
- Road Levy collections

County Arterial Preservation Program - RCW 46.68.090 (2)(i)

Rural Arterial Program - RCW 46.68.090 (2)(j)

County by County Comparison (location of collections versus expenditures)

2015 July **STATUTORY DISTRIBUTION OF FUEL TAX** (RCW 46.68.090)

		Pre-2003 --- 23 Cents		2003	2005-2008	7 Cents	4.9 Cents
		% allocation	approx cents	5 Cents	9.5 Cents	8/1/15	7/1/16
COUNTIES	Normal	19.2287%	4.42	n/a	0.50	see previous page for details	
	RAP	2.5363%	0.58	n/a	n/a		
	CAPP	1.9565%	0.45	n/a	$1.5M TPA		
CITIES	Normal	10.6961%	2.46	n/a	0.50 + $1.0 TPA	no further details provided	
TIB	TIA	13.2336%	3.04	n/a	$2.5M TPA		
WSDOT	Highway	47.6480%	10.96	n/a	n/a		
	Ferry	4.7010%	1.08	n/a	n/a		
Nickel	Nickel Construction Account			5.00	n/a	n/a	
TPA	Transportation Partnership Account (RCW 46.68.295)				8.50 Cents less transfers	n/a	
Connecting WA	Connecting Washington Account					7.00 Cents	4.90 Cents
	Total Fuel Tax		23 Cents	28 Cents	37.5 Cents	44.5 Cents	49.4 Cents