AGENDA
County Road Administration Board
October 27-28, 2016
CRAB Office - Olympia Washington

Thursday
11:00 am

1 Call to Order

2 Second Vice-Chair's Report - Drew Woods, PE

A.	Approve October 27-28, 2016 Agenda	Action	Enclosure
B.	Approve Minutes of July 28-29, 2016 CRABoard Meeting	Action	Enclosure

3 Rural Arterial Program - Randy Hart, PE

A.	Program Status Report	Info	Enclosure
B.	Resolution 2016-009 - Correct Resolution 2016-008 - Apportion RATA Funds to Regions	Action	Enclosure
C.	Resolution 2016-010 - Apportion RATA Funds to Regions	Action	Enclosure
D.	Review 2017-19 Project Arrays	Info	Enclosure
E.	Project Request Actions Taken by CRAB Staff	Info	Enclosure

4 Break - light refreshments provided

5 Director's Report - Jay Weber

A.	Director's Activities	Info	
B.	2017 Meeting Schedule	Action	Enclosure
C.	Approve Annual Certification Form	Action	Enclosure
D.	2015-17 Current Budget Status	Info	Enclosure
E.	2017-19 Budget Submittal	Info	Enclosure

6 Work Session

RECESS

6:00 pm Dinner at Creekside Buffet

Friday
8:30 am

7 **Call to Order**

8 **Deputy Director's Report - Walt Olsen, PE**

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

9 **Staff Reports**

A.	Compliance and Data Analysis - Derek Pohle, PE	Info	Enclosure
B.	Intergovernmental Policy - Jeff Monsen, PE	Info	Enclosure

ADJOURN

Chairman's Signature: _____

Attest: _____

Minutes
County Road Administration Board
July 28-29, 2016
CRAB Office – Olympia, Washington

Members Present: Dale Snyder, Douglas County Commissioner, Chair
Brian Stacy, PE, Pierce County Engineer, Vice-Chair
Drew Woods, PE, Columbia County Engineer, Second Vice-Chair
Rob Coffman, Lincoln County Commissioner
Kathy Lamber, King County Council Member
Bill Schulte, Lewis County Commissioner
Lisa Janicki, Skagit County Commissioner
Al French, Spokane County Commissioner
Mark Storey, PE, Whitman County Engineer

Staff Present: Jay Weber, Executive Director
Walt Olsen, PE, Deputy Director
Karen Pendleton, Executive Assistant
Randy Hart, PE, Grant Programs Manager
Jeff Monsen, PE, Intergovernmental Policy Manager
Derek Pohle, PE, Compliance & Data Analysis Manager
Rhonda Mayner, Secretary
Mike Clark, Inventory Specialist
Bob Davis, Systems Manager
*Don Zimmer, Inventory Systems Manager
*Eric Hagenlock, Chief Applications Architect

Guests: Erik Martin, PE, Lewis County Engineer
*Josh Thomson, PE, Okanogan County Engineer
*Bob Moorhead, PE, retired CRAB staff
**Gary Rowe, WSACE Managing Director

**July 28, 2016 only*
***July 29, 2016 only*

CALL TO ORDER
Chair Snyder called the County Road Administration Board quarterly meeting to order at 1:00 pm on Thursday, July 28, 2016, at the CRAB Office in Olympia. He asked that all cell phones be silenced and that guests sign in.

CHAIR'S REPORT

<u>Introductions and Re-Appointments</u>
Chair Snyder introduced new CRABoard member, Spokane County Commissioner Al French, and welcomed him to the Board. He noted that Commissioner Coffman and Mr. Storey, as well as himself, were re-appointed to new terms expiring in June 2019.

Approve Agenda for the July 28-29, 2016 Meeting
Vice-Chair Stacy moved and Mr. Storey seconded to approve the agenda as presented. **Motion passed unanimously**.

Approve Minutes of April 14-15, 2016 CRABoard Meeting
Commissioner Schulte moved and Vice-Chair Stacy seconded to approve the minutes of the April 14-15, 2016 CRABoard meeting. **Motion passed unanimously.**

Election of Chair, Vice-Chair and Second Vice-Chair
Chair Snyder opened the floor for nominations for Chair, Vice-Chair and Second Vice-Chair.

Commissioner Coffman moved and Commissioner Schulte seconded to retain the current slate of officers. **Motion passed unanimously.**

CERTIFICATIONS

Resolution 2016-006 Certifying the 2016 Master Road Log
Mr. Clark presented Resolution 2016-006 - Certifying the 2016 Master County Road Log, to reflect the county road system as of January 1, 2016. He noted that all 39 counties are compliant, and staff recommends approval of the road log.

After discussion and questions, Second Vice-Chair Woods moved and Commissioner Coffman seconded to approve Resolution 2016-006 - Certifying the 2016 Master County Road log. **Motion passed unanimously.**

Resolution 2016-007 Regarding Roadway Categories and Unit Costs for the 2016 and 2017 County Fuel Tax Distribution
Mr. Clark presented Resolution 2016-007 - Regarding Roadway Categories and Unit Costs for the 2016 and 2017 County Fuel Tax Distribution, which certifies the factors used in the computation of the fuel tax allocation factors. Staff recommends approval of the resolution.

After discussion and questions, Second Vice-Chair Woods moved and Commissioner Schulte seconded to approve Resolution 2016-007 - Regarding Roadway Categories and Unit Costs for the 2016 and 2017 County Fuel Tax Distribution. **Motion passed unanimously.**

RURAL ARTERIAL PROGRAM

Program Status Report
Mr. Hart reviewed the Rural Arterial Program project status report. He noted that 1,030 projects have been completed. Anticipated revenue at the end of the 2015-2017 biennium is $561,828,974. RAP expenditures to date total $522,659,402. RAP obligations remaining are $132,155,353.

Regional Meetings Update

Mr. Hart reported on regional meetings held in June in the Northeast, Northwest, Southeast and Southwest Regions. A Puget Sound Region meeting is scheduled for August 9.

He noted that CRAB staff conducted visual ratings of all proposals through June. The scores have been mailed out to the counties and were discussed at all regional meetings. Counties were reminded that Final Prospectuses are due to CRAB by September 1, 2016.

Staff reviewed the various funding sources available through RATA, CAPA, MVA, and Multi-Modal accounts per the 2015 and 2016 legislation.

Many counties have submitted Federal Land Access Program projects to FHWA. The status of these proposals, as well as existing RAP projects, was discussed.

CRAB staff provided an overview of Final Prospectus submittal process in RAP Online, Standards of Good Practice compliance issues, recent WAC revisions for Traffic Law Enforcement and Marine Navigation and Moorage Expenditures, and web-based form submittals.

Resolution 2016-008 Apportion RATA Funds to Regions

Mr. Hart presented Resolution 2016-008 – Apportion RATA Funds to Regions, which apportions the accrued amount of $5,032,816 now credited to RATA for April 2016 through June 2016 to the regions by the established 2015-2017 biennium regional percentages after setting aside $121,125 for administration. Staff recommends approval of the resolution.

Vice-Chair Stacy moved and Mr. Storey seconded to approve Resolution 2016-008 – Apportion RATA Funds to Regions. **Motion passed unanimously.**

Project Request Actions Taken by Staff

Mr. Hart reported that Grant County requested scope reduction of their Adams Road project, exempting out a short bridge and approaches section that had been completed in 2004. The county also requested the project be constructed in three segments. After review by CRAB staff, it was found that this effected no change to the overall score. The request was approved in writing and an amendment to the CRAB/County contract was signed by the county and CRAB.

Grant County also requested their Adams Road project be combined with a non-RATA funded local access project at the end (replacement of bridges numbers 330 and 334). The county confirmed in their letter that the non-RATA funded segment would be separated from the RATA funded segment in the bid documents and contract plans. The CRAB/County contract was therefore amended, adding a description of the extra work with the condition that the county clearly separate the funding of the two segments in bid documents and contract plans.

Columbia County requested a reduction in the proposed width of the Whiskey Creek Road Bridge from 38 feet to 34 feet. In evaluating the request, CRAB staff found the 34 foot width still exceeds standard design width of 24 feet. The proposed change does not affect the project's ranking in the SE Region priority array and better matches adjacent roadway widening that will be done in the future. Staff therefore approved the change in scope from 38 feet to 34 feet wide. A CRAB/county contract amendment is in process.

Project Request - Okanogan County

Mr. Hart reported that Okanogan County has requested their two federally and RAP funded bridges, Joe Moses Road Bridge and Park City Loop Bridge, be combined into one CRAB/County contract.

On January 21, 2016, the CRABoard awarded $173,900 and $135,600 in RATA funding to the Joe Moses Road Bridge and Park City Loop Bridge, respectively. Federal funding for design and right of way for these bridges was approved on December 11, 2015. Federal construction funding was approved July 25, 2016.

Design of the bridges has commenced such that $13,041,13 for Joe Moses and $12,263.12 for Park City in RATA funds have been paid to the county to date and the projects are nearing advertisement.

The bridges are in close proximity to each other on the Colville Reservation, and are of similar design and span. Because of this, the county has requested and been approved to bid these projects together by FHWA. To support the tied bid process, the county is also requesting the RATA funding be bid as one project as well. The anticipated advertisement date is August 1, 2016.

Mr. Hart noted that existing WAC rules allowing RAP projects to be combined into one construction project require the projects to be adjacent to each other, and the combination request must occur prior to commencing construction.

Although the two bridges do not share a common terminus, the CRABoard has, in the past, allowed the RAP programmatic to be superseded by federal funding status and emergency bridge replacements in a non-bridge funding region.

Bridge replacements, as spot improvements to the road system, do not lend themselves to a continuum of road construction, but are often tied together though apart from each other, to provide cost savings.

The financial risks associated with combining multiple projects, especially of different scopes, prevention of which is the intent of the above WAC, is alleviated by the federal oversight of the construction process.

The authorization of federal funding and the incorporation of the federal process, which occurred prior to RATA funding and upon which the bridges became RATA eligible, effectively renders the WAC dealing with restrictions on combining projects a non-issue.

Staff finds there is potential for cost savings by combining the bridges into one construction project. Therefore, staff recommends approval of Okanogan County's request that their two federally and RAP funded bridges, Joe Moses Road Bridge and Park City Loop Bridge, be combined into one CRAB/County contract.

Mr. Hart introduced Mr. Thomson, who gave further information to the Board.

Following questions and discussion, Commissioner Schulte moved and Commissioner Coffman seconded to approve Okanogan County's request that their two federally and RAP funded bridges, Joe Moses Road Bridge and Park City Loop Bridge, be combined into one CRAB/County contract. **Motion passed unanimously.**

As this will be Mr. Zimmer's last regular Board meeting, cake was served.

Chair Snyder called for a brief recess.

EXECUTIVE DIRECTOR'S REPORT

Current Budget Update
Mr. Weber noted that spending is largely on track, with small variances that will decrease throughout the biennium. The variances are largely due to recent salary increases and retirement buy-outs.

2017-2019 Budget Preparation
Mr. Weber reported that the agency submittal will be largely a maintenance budget. The re-appropriation of TPA and licensing funds is being assumed.

Review and Adopt CRABoard By-Laws
Mr. Weber presented the CRABoard By-Laws, noting that an original, signed hard copy needs to be adopted and kept on file in the offices.

Following discussion and questions, Commissioner Schulte moved and Mr. Storey seconded to adopt the CRABoard By-Laws as presented. **Motion passed unanimously.**

Review and Adopt Revised Organization Chart
Mr. Weber presented the updated organization chart for CRAB staff, following the retirement of Steve Hillesland.

Following discussion and questions, Councilmember Lambert moved and Commissioner Schulte seconded to adopt the CRAB Organization Chart as presented. **Motion passed unanimously.**

Attorney General's Opinion Addressing RAP Eligibility
Mr. Weber presented a letter from Deputy Solicitor General Jeffrey T. Even, which notes that the AG's office has determined to process the Board's request for an opinion on county road levies as a formal opinion, which means it will be fully researched,

subjected to peer review, and submitted to the Attorney General for approval to be published as an official opinion.

Commissioner Schulte introduced Mr. Martin to the Board and staff.

Due to the speed of the meeting to this point, Chair Snyder moved staff reports up in the agenda.

DEPUTY DIRECTOR'S REPORT

County Engineers/Public Works Directors
Mr. Olsen announced the following changes since April 2016:

1. San Juan County announced that County Engineer Rachel Dietzman, PE, will retire and they have appointed Colin Huntemer, PE, as County Engineer, effective June 3, 2016.

2. Grays Harbor County announced that County Engineer Russ Esses, PE, will retire and they have appointed Joseph Seet, PE, as PWD/County Engineer, effective June 6, 2016.

3. Kittitas County announced that they have appointed Gregory Lucas Huck, PE, as County Engineer, effective June 6, 2016.

4. Franklin County announced that Acting County Engineer Craig Erdman, PE, has been appointed as County Engineer, effective June 15, 2016.

5. Lewis County announced that Public Works Director/County Engineer Tim Elsea, PE, will resign effective July 31, 2016, and they have appointed Erik Martin, PE, as PWD/County Engineer, effective July 25, 2016.

County Visits
Official County Visits to Lewis County, Douglas County, Lincoln County, Ferry County, Stevens County, Whitman County, Asotin County, and Columbia County were conducted since the April 2016 CRABoard meeting.

Numerous contacts with County Engineers took place in other venues.

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

CRAB has reviewed 12 audit reports representing seven counties since the April 2016 board meeting. Three audits contained a total of two new 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.

Report #	Entity/Description	Report Type	Audit Period	Date Released	New Find#	Co. Rd?	PrevFind#	Status
1017013	Thurston County	Financial and Federal	01/01/2015 to 12/31/2015	7/5/2016			2	NCR
1017019	Thurston County	Accountability	01/01/2015 to 12/31/2015	7/5/2016				
1016992	Benton County	CAFR	01/01/2015 to 12/31/2015	6/28/2016				
1017069	Clark County	CAFR	01/01/2015 to 12/31/2015	6/28/2016				
1017047	King County	CAFR	01/01/2015 to 12/31/2015	6/27/2016				
1017004	Snohomish County	CAFR	01/01/2015 to 12/31/2015	6/24/2016				
1017017	Thurston County	CAFR	01/01/2015 to 12/31/2015	6/23/2016				
1016910	Clark County	Attestation Engagements	07/01/2014 to 06/30/2015	6/13/2016				
1016513	Grant County	Accountability	01/01/2014 to 12/31/2014	5/5/2016	1	N		
1016508	Okanogan County	Accountability	01/01/2014 to 12/31/2014	5/2/2016				
1016509	Okanogan County	Financial and Federal	01/01/2014 to 12/31/2014	5/2/2016	1	N		
1016386	Benton County	Accountability	01/01/2014 to 12/31/2014	4/14/2016				

Activities

Mr. Olsen reviewed a list of his activities since the April 2016 CRABoard meeting.

COMPLIANCE AND DATA ANALYSIS MANAGER'S REPORT

Mr. Pohle reported that all of the 39 counties submitted the required Road Log Update forms and documentation by the May 1 deadline.

He noted that the counties who had previously not met the bridge and inspection reports minimum contents requirements are working to come into compliance with the assistance of CRAB staff.

Mr. Pohle summarized his other activities since the April CRABoard meeting.

Mr. Pohle and Mr. Hagenlock gave a brief demonstration on "CARS", the online annual reporting system being developed by staff. They anticipate it will go live by September 1 and be available for all counties to use to submit their required reports due to CRAB by December 31.

INTERGOVERNMENTAL POLICY MANAGER'S REPORT

Mr. Monsen reported that since the April 2016 CRABoard meeting, he has conducted county visits in Clark County and Skagit County.

He conducted RAP Project Reviews in Lewis, Mason, Cowlitz, Pacific, Grays Harbor,

Skamania, Clark, Wahkiakum and Thurston Counties.

He summarized his other activities, including work on the annual update to the Desk Manual.

He reported that at the County Engineers' Training held May 7-9 in the CRAB offices, with 12 participants representing nine counties. In addition, a mini session at Pierce County was held May 25, with 17 participants.

Chair Snyder recessed the meeting at 3:30 pm on July 28, 2016. The CRABoard meeting will resume July 29, 2016 at 8:30 am.

County Road Administration Board
Friday, July 29, 2016

CALL TO ORDER
The second day of the CRABoard meeting was called to order by Chair Snyder at 8:30 am on July 29, 2016.

WSACE UPDATE

Mr. Rowe briefly recapped the WSACE Conference held in June at Sun Mountain. He noted that emergency management was a theme there, and will also be featured at the November conference. The 2017 summer conference will be in Leavenworth.

He noted that WSACE and WSAC have received funding to study the feasibility of "bridge bundling", and are continuing their studies on transportation metrics and financial reporting. They are also looking at a pilot project for multiple fish barrier passage removals in regions.

He spoke of upcoming draft legislation that will affect the counties, as well as requests that will be made for new funding.

Chair Snyder called for a brief recess.

WORK SESSION

Ms. Mayner briefed the Board on the Travel Expense Management System, which will be used for all staff and Board travel vouchers from now on.

Mr. Weber presented an updated position description for the Executive Director, and suggested that application criteria and timelines for advertising the position be set at the October 2016 CRABoard meeting. The Board indicated that they would like to begin at 11:00 am on Thursday, October 27 to allow time for this discussion.

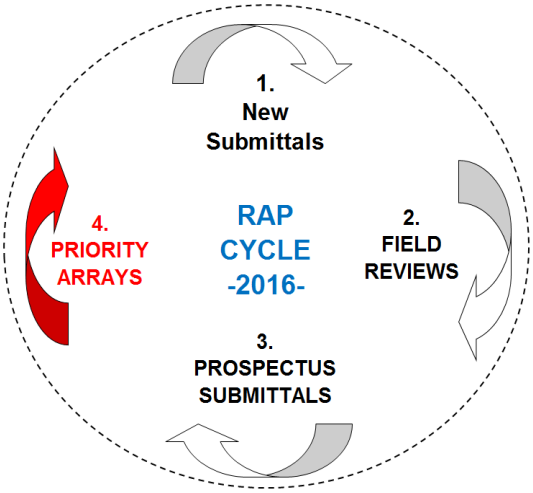
Mr. Weber and Mr. Pohle noted that staff plans to submit language changes to various WACs to the Board at the October 2016 meeting.

Mr. Weber reported that staff is monitoring a Road Log issue in one of the counties.

Chair Snyder adjourned the CRABoard meeting at 11:23 a.m.

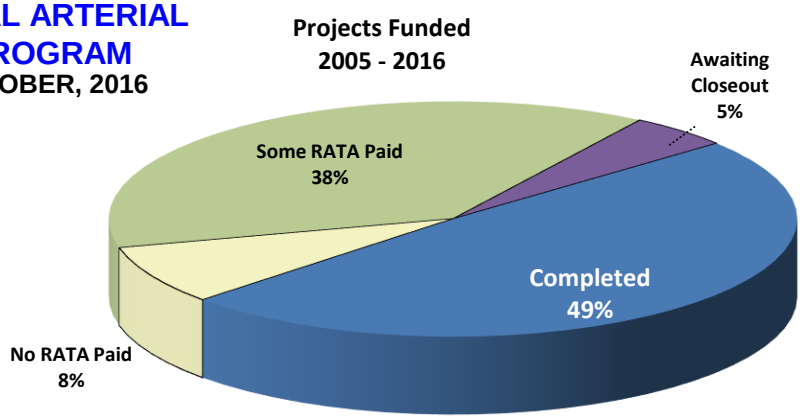
_____
Chair

_____
Attest



RURAL ARTERIAL PROGRAM

OCTOBER, 2016



PROJECT STATUS:

Billing Phase	'83-'05	'05-'07	'07-'09	'09-'13 (Two Biennia)	'13-'15	'15-'17 (Current)	TOTAL
Completed	930	26	38	25	12	2	1033
Awaiting Closeout			2	3	5		10
Some RATA paid	1	2	4	13	33	28	81
No RATA Paid					1	16	17
TOTAL	931	28	44	41	51	46	1141

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	40,335,305
Total estimated revenue	**562,386,379**
RAP Expenditures to date:	
To Completed Projects	484,496,231
To Projects in Design or Under Construction	32,512,693
Administration	10,412,473
Total RATA spent	**527,421,397**
RAP Obligations:	
RATA Balance on Active Projects	99,802,017
RATA $ yet to allocate to Partially funded projects -	26,110,389
Requests for reimbursement - pending	1,140,922
Estimated remaining administration through 2015- 2017 biennium	360,000
Total RATA obligated	**127,413,328**

QTR 3 - 2016 RATA ACTIVITY:

MONTH	BEGINNING BALANCE	MVFT REVENUE	INTEREST + Cash Rcpts	PROJECT PAYMENTS	#	ADMIN CHARGES	ENDING BALANCE
July	$20,138,489.57	$1,570,050.32	$15,920.71	(2,076,458.44)	13	(40,886.33)	$19,607,115.83
Aug	$19,607,115.83	$1,766,041.28	$9,986.09	(2,044,224.22)	34	(42,378.89)	$19,296,540.09
Sept	$19,296,540.09	$1,628,791.59	$9,941.08	(1,101,489.53)	21	(47,448)	$19,786,334.93
TOTALS:		$4,964,883.19	$35,847.88	(5,222,172.19)	68	(130,713.52)	

RESOLUTION 2016-009
CORRECTION TO RESOLUTION 2016-008
ATTACHED HERETO:

WHEREAS Resolution 2016-008, approved on July 28, 2016, listed the RATA receipts deposited for April, May and June 2016 as $5,032,816, which included an amount of $1,736,750 for June 2016 as an estimate and not the actual amount deposited; and

WHEREAS the actual receipts deposited in June 2016 amounted to $1,708,416; and

WHEREAS the actual receipts deposited on June 2016 therefore revises the total apportionment amount for Quarter 2, 2016 from $5,032,816 to $5,004,482; and

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 specifies the apportionment percentages that the CRABoard shall use once each calendar quarter to apportion funds credited to the Rural Arterial Trust Account,

NOW THEREFORE, BE IT RESOLVED, that the revised amount of $5,004,482 deposited to the RATA for April, May and June, 2016 be apportioned to the regions as a correction to resolution 2016 - 008, by the established 2015 - 2017 biennium regional percentages after setting aside $121,125 for admnistration.

REGION	DISTRIBUTION PERCENT	CURRENT APPORTION	BIENNIAL APPORTION (2015 - 2017)	PRIOR PROGRAM (1983 - 2015)	PROGRAM TO DATE
ADMIN.		**121,125**	444,125	10,988,815	**11,432,940**
NORTHEAST	43.77%	**2,137,445**	7,791,723	218,444,246	**226,235,969**
NORTHWEST	10.89%	**531,798**	1,938,585	58,510,781	**60,449,366**
PUGET SOUND	6.82%	**333,045**	1,214,063	37,001,227	**38,215,290**
SOUTHEAST	23.62%	**1,153,449**	4,204,718	120,553,549	**124,758,267**
SOUTHWEST	14.90%	**727,620**	2,652,426	76,552,456	**79,204,882**
TOTAL	100.00%	**5,004,482**	18,245,641	522,051,074	**540,296,714**

Adopted by the CRABoard on October 27, 2016

Chair's Signature

ATTEST

RESOLUTION 2016-010
APPORTION RATA FUNDS TO REGIONS

WHEREAS RCW 36.79.030 establishes the Northeast, Northwest, Puget Sound, Southeast and Southwest Regions in Washington State for the purpose of apportioning Rural Arterial Trust Account (RATA) funds; and

WHEREAS RCW 36.79.040 specifies the manner in which RATA funds are to be apportioned to the five regions; and

WHEREAS the CRABoard established regional apportionment percentages for the 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 $5,000,731 deposited to the RATA for July, August and September, 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**	565,250	10,988,815	**11,554,065**
NORTHEAST	43.77%	**2,135,804**	9,927,527	218,444,246	**228,371,773**
NORTHWEST	10.89%	**531,389**	2,469,974	58,510,781	**60,980,755**
PUGET SOUND	6.82%	**332,789**	1,546,852	37,001,227	**38,548,079**
SOUTHEAST	23.62%	**1,152,563**	5,357,281	120,553,549	**125,910,830**
SOUTHWEST	14.90%	**727,061**	3,379,487	76,552,456	**79,931,944**
TOTAL	100.00%	**5,000,731**	23,246,372	522,051,074	**545,297,445**

Adopted by the CRABoard on October 27, 2016

Chair's Signature

ATTEST

County Road Administration Board – October 27, 2016

REVIEW OF RAP PRIORITY ARRAYS

Projects requesting funding in the 2017– 2019 Biennium

Highlights:

After the January, 2016 request for project submittals, all counties submitted proposals on March 1, 2016, with the exception of: King County, which currently has $4,975,020 in RATA funding on 2 active projects; Pend Oreille County which currently has 4 active projects totalling $4,490,000 in RATA funding (one of which is partially funded); and Walla Walla County, which awaits further funding on partially funded Mill Creek Road.

4 CRAB engineering staff reviewed 124 projects in the spring 2016.

54 Final Prospectuses were received from the counties on September 2, 2016 requesting $64,673,922 in RATA funding.

34 Partially funded projects from previous biennia will be placed at the top of the new arrays showing funds gained previously, and funds yet to be allocated.

The estimated Revenue for the 2017 – 2019 biennium is $42,000,000, which includes interest and turned-back funds.

CRABstaff will review the 2017-2022 Six Year Programs for each submitting county in early January, 2017 to assure proposed RAP projects are included.

PROJECT TYPES TO BE LISTED ON 2017 - 2019 ARRAYS

Includes partially funded projets

	REGIONS						
TYPES	**NE**	**NW**	**PS**	**SE**	**SW**	**TOTALS**	**TYPES**
2R	11	5	1	4	3	24	Resurf and Restore
3R	11	7	2	4	9	33	Rehabilitate
RC	6		1	6	3	16	Reconstruct
DR					8	8	Drainage
FA	1			3		4	Federal Aid Br
SA				2		2	County Funded Bridge
IS			1			1	Intersection
Total	29	12	5	19	23	88	

The counties have aggressive plans to spend over $95M in RATA funds through the end of the 2017 - 2019 biennium on current projects. Given the low sustained RATA balance ($14 M to $19 M) over the last 4 years and a number of large projects ($2M RATA or more - see last page) yet to be constructed, the CRABoard may consider not allocating any funding or allocating funds at a reduced level at its' spring 2017 meeting. Staff will provide an update on the account balance and spending plans prior to that meeting.

NE Region RAP Array
Prior Partially Funded
and Proposed 2017 - 2019 Projects

COUNTY	TYPE	Road Name	Points	BMP	EMP	COST	RATA REQ	PREV. AUTH	NEW REQ
Pend Oreille	**2R**	Flowery Trail	75.61	0.00	2.44	2,230,000	1,500,000	750,000	750,000
Douglas	**2R**	Douglas North Road	50.37	2.91	5.81	1,202,000	1,081,800	750,000	331,800
Adams	**2R**	Cunningham	39.62	4.77	8.39	1,025,000	922,500	750,000	172,500
Lincoln	**2R**	Sprague Hwy Sec 1	35.24	4.68	7.96	833,000	500,000	188,000	312,000
Spokane	**RC**	Bigelow Gulch Road	194.00	2.23	3.23	5,648,000	2,579,100	248,383	2,330,717
Chelan	**RC**	Wenatchee Heights Road	78.60	0.00	1.32	2,509,000	2,258,100	561,300	1,696,800
Ferry	**3R**	Boulder Creek Sec. 1	75.69	0.00	2.75	1,900,000	1,710,000	974,100	735,900
Douglas	**3R**	Crane Orchard Road	75.48	17.95	20.37	2,663,000	2,100,600	786,900	1,313,700
Okanogan	**3R**	Old 97	68.21	1.91	4.16	2,000,000	1,800,000	1,650,500	149,500
Whitman	**3R**	Almota Road (Phase 3)	63.78	5.82	8.39	4,460,000	3,450,000	1,630,900	1,819,100
Grant	**RC**	4-NE (Hiawatha to Westshore Dr.)	48.73	5.03	9.45	1,326,000	1,193,400	225,600	967,800
Chelan	**FA**	West Cashmere Bridge Replacement	25.18	0.00	0.50	16,692,000	2,500,000		2,500,000
Spokane	**2R**	Argonne Road	69.80	4.13	5.04	901,000	750,000		750,000
Grant	**2R**	Stratford Road (12-NE to 16-NE)	60.83	9.23	13.24	1,200,000	750,000		750,000
Adams	**2R**	Lind-Hatton	51.04	12.37	13.30	402,000	361,800		361,800
Okanogan	**2R**	Omak-Riverside Eastside Rd	50.85	0.00	1.50	833,000	749,700		749,700
Adams	**2R**	Cunningham	44.35	8.39	11.04	1,035,000	901,000		750,000
Lincoln	**2R**	Duck Lake	44.20	15.67	18.71	1,202,000	829,600		750,000
Ferry	**2R**	Customs Road North Section	40.00	9.00	13.74	830,000	747,000		747,000
Stevens	**3R**	Swenson South	119.88	5.49	8.49	2,300,000	1,950,000		1,950,000
Spokane	**3R**	Brooks Road	114.00	1.87	3.88	2,729,000	1,750,000		1,750,000
Ferry	**3R**	Bridge Creek Section 13	102.00	30.40	31.69	1,420,000	1,278,000		1,278,000
Douglas	**3R**	Crane Orchard Road	100.72	18.10	20.30	1,799,900	1,494,810		1,494,810
Lincoln	**3R**	Miles Creston	92.56	0.00	3.01	1,856,000	1,670,400		1,670,400
Adams	**3R**	Atkinson	83.97	0.00	2.16	1,183,000	1,064,700		1,064,700
Whitman	**RC**	Hume Road	77.92	0.00	3.12	2,955,000	2,500,000		2,500,000
Okanogan	**RC**	Cameron Lake Rd	69.00	3.30	4.50	1,906,000	1,715,400		1,715,400
Grant	**3R**	Hiawatha (N. Frontage to 4-NE)	64.52	0.23	3.08	1,375,000	1,237,500		1,237,500
Douglas	**RC**	Road 6 NW, Segment "A"	63.00	5.81	8.37	796,000	702,000		702,000
									33,301,127
				10%	FA	1,838,340			
				30%	2R	5,515,020	Est. statewide revenue available		42,000,000
				30%	3R	5,515,020	Est. regional revenue available:		18,383,400
				30%	RC	5,515,020			
						18,383,400		County Limit	2,500,000

Partial funded projects from prior biennia

NW Region RAP Array
Prior Partially Funded
and Proposed 2017 - 2019 Projects

COUNTY	TYPE	Road Name	Points	BMP	EMP	COST	RATA REQ	PREV. AUTH	NEW REQ
San Juan	**3R**	Orcas Road	111.02	3.40	4.50	2,875,000	2,587,500	2,400,000	187,500
Island	**3R**	Boon Road	73.75	0.00	0.73	3,048,000	2,046,000	1,761,921	284,079
Skagit	**3R**	FRANCIS ROAD	90.90	5.05	5.66	1,425,000	900,000	93,300	806,700
Clallam	**3R**	Dry Creek Road	87.71	0.10	0.68	1,150,000	1,035,000	559,509	475,491
Kitsap	**3R**	Seabeck Highway # 2	85.40	3.34	4.98	2,867,000	1,800,000	521,000	1,279,000
San Juan	**3R**	Douglas Road	104.23	3.15	4.45	2,052,000	1,000,000		1,000,000
Whatcom	**2R**	East Smith Road	102.00	4.98	8.23	1,350,000	1,000,000		1,000,000
Jefferson	**2R**	Center Rd	97.00	14.61	15.01	710,000	639,000		639,000
Clallam	**2R**	Carlsborg Road	95.00	0.00	1.76	1,550,000	1,000,000		1,000,000
Kitsap	**2R**	Hansville Road	95.00	0.00	2.02	700,000	630,000		630,000
Skagit	**3R**	JOSH WILSON ROAD	87.93	1.80	2.90	2,572,000	1,000,000		1,000,000
Island	**2R**	Arrowhead Road	86.00	0.00	1.48	2,900,000	1,000,000		1,000,000
									9,301,770

Partial funded projects from prior biennia

Est. statewide revenue available	42,000,000
Est. regional revenue available:	4,573,800
County Limit	1,000,000

PS Region RAP Array
Proposed 2017 - 2019 Projects

COUNTY	TYPE	Road Name	Points	BMP	EMP	COST	RATA REQ
Pierce	**2R**	304 Street East	57.46	0.00	1.02	671,000	603,900
Snohomish	**IS**	84 St NE	43.33	1.58	1.78	935,000	584,100
Snohomish	**RC**	Index Galena Road	41.50	6.40	6.90	22,827,000	1,200,000
Pierce	**3R**	Orting Kapowsin Highway East	34.25	8.90	12.43	2,710,000	539,800
Pierce	**3R**	Olson Dr KPN	18.25	1.11	1.18	533,100	277,600
							3,205,400

Est. statewide revenue available	42,000,000
Est. regional revenue available:	2,864,400
County Limit	2,000,000

SE Region RAP Array
Prior Partially Funded
and Proposed 2017 - 2019 Projects

COUNTY	TYPE	Road Name	Points	BMP	EMP	COST	RATA REQ	PREV. AUTH	NEW REQ
Columbia	**3R**	Lower Hogeye Road	92.82	0.00	2.51	2,355,000	2,119,500	1,592,600	526,900
Benton	**RC**	Nine Canyon Road 3	86.50	1.89	4.85	3,500,000	3,150,000	2,496,500	653,500
Yakima	**RC**	Summitview Rd. -- 3	80.31	7.12	8.58	3,925,000	3,532,500	2,471,079	1,061,421
Asotin	**2R**	Snake River Road	98.79	5.78	6.39	2,813,000	2,400,000	1,097,160	1,302,840
Kittitas	**3R**	Westside Road	92.96	2.19	4.12	1,140,000	1,026,000	875,100	150,900
Garfield	**3R**	Gould City Mayview Phase 4	91.66	13.84	16.58	1,748,200	1,572,800	407,800	1,165,000
Walla Walla	**RC**	Mill Creek Road	90.57	1.10	3.96	2,513,400	1,916,000	994,000	922,000
Klickitat	**2R**	Courtney Road	82.00	0.00	2.15	1,130,000	990,000	263,000	727,000
Franklin	**RC**	Pasco-Kahlotus Road	56.80	5.92	8.93	2,088,000	1,620,000	847,000	773,000
Columbia	**FA**	Kellogg Hollow Rd - Starbuck Bridge	16.47	12.96	13.22	3,476,000	627,500		627,500
Columbia	**FA**	Rose Gulch Road - Vernon Smith Bridge	21.03	0.00	0.38	2,362,000	472,500		472,500
Yakima	**FA**	Fort Road (Bridge #1353 Replacement)	33.41	12.96	13.16	1,572,700	314,340		314,340
Kittitas	**SA**	MANASTASH ROAD BRIDGE	73.00	10.57	10.63	1,958,000	1,300,000		1,300,000
Asotin	**SA**	Grande Ronde Road	67.00	9.72	9.75	1,873,000	1,000,000		1,000,000
Klickitat	**2R**	Trout Lake Highway	111.00	10.28	11.59	1,243,000	1,118,700		1,118,700
Garfield	**2R**	Kirby-Mayview Phase I	87.50	21.30	25.20	1,120,000	1,000,000		1,000,000
Benton	**RC**	Hanks Road Phase I	74.50	6.00	7.50	1,556,000	1,400,000		1,400,000
Franklin	**RC**	PASCO-KAHLOTUS ROAD	65.16	5.92	8.93	2,674,000	1,300,000		1,300,000
Yakima	**3R**	Independence Road - Fordyce Rd. to Maple Grove Rc	58.80	3.05	4.09	1,886,000	1,685,700		1,685,700
									17,501,301

	County Limit Varies (below)
ASOTIN	1,000,000
BENTON	1,400,000
COLUMBIA	1,100,000
FRANKLIN	1,300,000
GARFIELD	1,000,000
KITTITAS	1,300,000
KLICKITAT	1,400,000
WALLA WALLA	1,400,000
YAKIMA	2,000,000

Est. statewide revenue available	42,000,000
Est. regional revenue available:	9,920,400

Partial funded projects from prior biennia

SW Region RAP Array
Prior Partially Funded
and Proposed 2017 - 2019 Projects

COUNTY	TYPE	Road Name	Points	BMP	EMP	COST	RATA REQ	PREV. AUTH	NEW REQ
Clark	**3R**	NE MANLEY ROAD	70.40	1.38	2.33	2,159,000	1,853,100	1,553,100	300,000
Lewis	**RC**	North Fork Road	55.40	2.70	4.05	2,990,000	2,600,000	1,955,300	644,700
Mason	**DR**	Highland Culvert	85.00	1.40	1.50	380,000	324,000	289,972	34,028
Grays Harbor	**RC**	Garrard Creek Road Realignment	81.16	3.10	3.60	1,460,000	1,287,000	235,833	1,051,167
Wahkiakum	**DR**	Clear Creek Fish Passage	75.00	6.51	6.54	1,061,000	500,000	278,028	221,972
Cowlitz	**3R**	South Cloverdale Road	71.52	0.13	0.79	1,750,000	1,300,000	217,243	1,082,757
Thurston	**3R**	Vail Road SE	64.63	1.76	3.27	2,500,000	1,800,000	186,443	1,613,557
Pacific	**3R**	Parpala Road	60.80	6.17	6.42	600,000	540,000	412,968	127,032
Wahkiakum	**2R**	Elochoman Valley Road - 2R	52.07	5.40	6.10	380,000	342,000	201,972	140,028
Wahkiakum	**3R**	East Valley Road	76.90	0.00	0.10	530,000	431,500		431,500
Lewis	**DR**	Jackson Hwy S	74.68	2.09	2.13	620,000	499,500		499,500
Grays Harbor	**DR**	Wynooche Valley Road	71.00	7.17	7.19	580,000	500,000		500,000
Mason	**DR**	North Island Drive - Culvert Replacement	70.00	3.46	3.47	820,000	500,000		500,000
Thurston	**3R**	Maytown Rd - Littlerock Rd to Brooks St	67.30	0.00	0.66	900,000	742,500		742,500
Mason	**DR**	North Shore - Cady Creek	67.00	6.90	7.00	600,000	500,000		500,000
Pacific	**3R**	North Nemah Road	54.60	0.32	0.77	556,000	500,400		500,400
Cowlitz	**3R**	Delameter Road	54.10	2.33	3.20	2,800,000	1,000,000		1,000,000
Pacific	**DR**	Stringtown Road Culvert	51.53	0.12	0.17	555,000	499,500		499,500
Wahkiakum	**DR**	Eden Valley Road drainage improvement	50.00	1.90	2.10	535,010	481,500		481,500
Wahkiakum	**RC**	West Birnie Slough Road	49.04	0.80	0.90	100,000	87,000		87,000
Clark	**3R**	NE Munch Road	45.82	0.00	0.59	1,119,000	950,000		950,000
Grays Harbor	**2R**	Ocean Beach Road Paving	36.00	0.00	5.00	1,050,000	500,000		500,000
Skamania	**2R**	Wind River Road	34.10	1.99	3.51	745,000	670,500		670,500
									12,646,141

Est. statewide revenue available	42,000,000
Est. regional revenue available:	6,258,000
County Limit	1,000,000

Partial funded projects from prior biennia

Large RAP Projects
>= $2,000,000 RATA requested

REG	County	Road Name	RATA REQ	RATA AUTH	Claimed	RATA Balance	% spent	Yet to Allocate
NE	Chelan	Wenatchee Heights Road	2,258,100	561,300	11,831	549,469	2%	1,696,800
NE	Chelan	Chiwawa Loop Road, Phase III	2,738,700	2,738,700	243,594	2,495,106	9%	-
NE	Douglas	Crane Orchard Road	2,100,600	786,900	5,000	781,900	1%	1,313,700
NE	Douglas	Coulee Meadows/Moses Coulee Ro	2,322,900	2,322,900	1,820,752	502,148	78%	-
NE	Lincoln	Old Coulee Road Section 2	2,025,000	2,025,000	21,470	2,003,530	1%	-
NE	Pend Oreille	FERTILE VALLEY ROAD	2,087,000	2,087,000	13,322	2,073,678	1%	-
NE	Spokane	FORKER ROAD	5,000,000	5,000,000	26,210	4,973,790	1%	-
NE	Spokane	BIGELOW GULCH ROAD	2,745,000	2,745,000	1,080,939	1,664,061	39%	-
NE	Spokane	Bigelow Gulch Road	2,579,100	248,383	3,157	245,226	1%	2,330,717
NE	Spokane	BIGELOW GULCH RD 4	5,987,480	5,987,480	834,890	5,152,590	14%	-
NE	Stevens	Aladdin Road MP 19.6 to 22.5	2,025,100	2,025,100	1,966,005	59,095	97%	-
NE	Whitman	Almota Road (Phase 3)	3,450,000	1,630,900	-	1,630,900	0%	1,819,100
NE	Whitman	ALMOTA ROAD 4	2,500,000	2,500,000	83,467	2,416,533	3%	-
NW	Island	Boon Road	2,046,000	1,761,921	341,008	1,420,913	19%	284,079
NW	Kitsap	GLENWOOD ROAD 2	2,614,000	2,614,000	176,089	2,437,911	7%	-
NW	San Juan	Orcas Road	2,587,500	2,400,000	601,304	1,798,696	25%	187,500
NW	Skagit	Bow Hill Road	2,306,700	2,306,700	103,094	2,203,606	4%	-
PS	King	WEST SNOQUALMIE VALLEY RD	4,093,020	4,093,020	1,609,789	2,483,231	39%	-
PS	Pierce	CRYSTAL MOUNTAIN BLVD	4,200,000	4,200,000	2,044,651	2,155,349	49%	-
SE	Asotin	Snake River Road	2,400,000	1,097,160	1,545	1,095,615	0%	1,302,840
SE	Asotin	SNAKE RIVER ROAD	3,772,940	3,772,940	844,828	2,928,112	22%	-
SE	Benton	Nine Canyon Road 3	3,150,000	2,496,500	62,206	2,434,294	2%	653,500
SE	Benton	NINE CANYON ROAD 2	2,543,000	2,543,000	1,879,805	663,195	74%	-
SE	Columbia	Lower Hogeye Road	2,119,500	1,592,600	66,248	1,526,352	4%	526,900
SE	Yakima	Summitview Rd. -- 3	3,532,500	2,471,079	127,142	2,343,937	5%	1,061,421
SW	Lewis	North Fork Road	2,600,000	1,955,300	68,634	1,886,666	4%	644,700
SW	Thurston	DELPHI ROAD	2,000,000	2,000,000	265,001	1,735,000	13%	-

County Road Administration Board – October 27, 2016

Project Actions Taken by CRAB Staff – Quarter 3, 2016

I. Clark County's Blair Road Road - RAP Project 0613-01 – Change in project scope:

Clark County, per their letter dated August 29, 2016 had requested an increase in RATA funding, in the amount of $117,975, which is the 25% WAC limit for the current $471,900 RAP funded amount. The increase request was based on the following:

- The need to upgrade approach guardrail on Blair Zeek Bridge, which was below standards but was not included in the original prospectus.
- Addressing a 150 – 200 ft slide condition adjacent to the road, at milepost 1.97 vicinity, that the county did not consider at the time of prospectus submittal.

The county also asked for a modification to the scope of work, removing its' commitment to protect non-mailbox hazards from 19 to 9 total. Also, 5 utility poles it had committed to moving away from the roadway would remain in place and be protected by guardrail. These two modifications reduced the project score from 84 to 79

After field review, staff found the items for increase did not meet the unforeseeable and extraordinary criteria required for CRAB support of an increase in RATA funding. Upgrading Bridge approach rail is considered incidental to the original scope of work, as something the county should be expected to address. Sections of the slide area have been improved adjacent to the section cited by the county. Staff found this was also an item of work the county knew about in advance, but did not investigate sufficiently since it originally planned only to do paving work. CRAB staff found neither the guardrail upgrade nor slide condition warranted an increase in RATA funding.

In follow-up discussions with CRAB staff, the county decided to withdraw the request for additional funding but still propose the scope change. The county letter dated October 14, 2016 withdrew the increase request and maintained the scope change.

The items of the scope change: guardrail for the bridge, addressing the slide, reduction in numbers of non-mailbox hazards to mitigate and utility poles to relocate (5), were found to be minor and incidental to the original scope of work. After review of these issues with the CRAB Director, the scope change was approved, and a contract amendment was offered allowing the changes.

The reduction in score from 85 to 79 leaves the project still well above the lowest ranked funded project, which scored 52.98 points.

_____ COUNTY

ANNUAL CERTIFICATION FOR CALENDAR YEAR 2016

(WAC 136-04)

MANAGEMENT AND ADMINISTRATION *(If the answer to any question except "B" is No, please attach an explanation.)*

A. During 2016 the County Engineer performed the duties and had the responsibilities specified in RCW 36.80.030. ☐ Yes ☐ No

B. At any time during 2016 was there a vacancy in the position of county Engineer? ☐ Yes ☐ No
If so, were the procedures in WAC 136-12 followed? ☐ Yes ☐ No

C. The processing of County Road Accident Reports during 2016 complied with WAC 136-28. ☐ Yes ☐ No

D. Priority Programming techniques were applied to the ranking of all potential projects on the arterial road system in 2016 per WAC 136-14-020. ☐ Yes ☐ No

E. As of December 31, 2016 the management of the county road department was in accordance with policies set by the county legislative authority including, but not limited to, the following specific policies required by WAC 136-50-050:

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

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

	DOCUMENT	WAC	DUE DATE	DATE OF ADOPTION/ PREPARATION	DATE SENT TO CRAB
'16	Six-Year Program	136-15-050	31-Dec **-15**		
'16	Annual Construction Program	136-16-040	31-Dec **-15**		
'16	CAPP Program	136-300-060	31-Dec **-15**		
'16	Road Fund Budget		31-Dec **-15**		
'16	Maint Mgmt Wrk Pln & Budget	136-11-040	31-Dec **-15**		
'16	Road Levy Certification	136-150-021	01-Feb **-16**		
'15	Certification of Road Fund Exp. For Traffic Law Enforcement	136-150-022	01-Apr **-16**		
'15	Engineer's Certification of Fish Barrier Removal Costs	136-150-023	01-Apr **-16**		
'15	Annual Construction Report	136-16-050	01-Apr **-16**		
'15	CAPP Report	136-300-090	01-Apr **-16**		
'15	Maint Mgmt Certification	136-11-050	01-Apr **-16**		
'15	Annual Certification	136-04-030	01-Apr **-16**		
'15	Road Log Update	136-60-030	01-May **-16**		
'16	PMS Certification for CAPA Eligibility.	136-70-070	31-Dec **-16**		

OPERATIONS

G. Projects to which construction expenditures were charged were all on the originally adopted 2016 Annual Program or as amended per WAC 136-16-042 - Attach Amendments. (If No, please attach a brief explanation.) ☐ Yes ☐ No

H. The County's construction by county forces limit for 2016 computed in accordance with RCW 36.77.065: _____

I. The actual expenditure for construction by county forces as reported in the 2016 Annual Const. Report: _____

J. A written report of bridge inspection findings was furnished to the legislative authority on: _____ **2016**
as required by WAC 136-20-060. (Please attach a copy)

EMAIL WITH ATTACHMENTS TO THE COUNTY ROAD ADMINISTRATION BOARD NO LATER THAN APRIL 1, **2017**

Must be followed by signed "County Certification" form via regular mail

County Road Administration Board Agency Summary FYTD as of September 2016

Fund 102- Rural Arterial Trust Account Summary

Category	BI Allotment	BITD Allotment	BITD Expenditures	BITD Variance	BI Variance
Salaries and Wages	729,958	450,958	454,790	(3,832)	275,168
Employee Benefits	218,778	136,282	138,066	(1,784)	80,712
Goods and Other Services	34,560	19,132	14,507	4,625	20,053
Professional Service Contracts	0	0	18	(18)	(18)
Travel	16,104	7,197	3,163	4,034	12,941
Capital Outlays	600	600	783	(183)	(183)
Grants, Benefits & Client Services	56,094,000	35,085,250	23,637,624	11,447,626	32,456,376
Sum:	**57,094,000**	**35,699,419**	**24,248,951**	**11,450,468**	**32,845,049**
Sum without Grants:	**1,000,000**	**614,169**	**611,327**	**2,842**	**388,673**

Category	FM Allotment	FM Expenditure	FM Variance	BITD Allotment	BITD Expenditures	BITD Variance
Salaries and Wages	**31,000**	**36,641**	**(5,641)**	**450,958**	**454,790**	**(3,832)**
AA State Classified	31,000	30,456	544	450,958	447,709	3,249
AS Sick Leave Buy-Out	0	1,841	(1,841)	0	2,738	(2,738)
AT Terminal Leave	0	4,343	(4,343)	0	4,343	(4,343)
Employee Benefits	**9,166**	**9,679**	**(513)**	**136,282**	**138,066**	**(1,784)**
BA Old Age and Survivors Insurance	1,883	2,123	(240)	27,842	27,569	273
BB Retirement and Pensions	3,371	3,405	(34)	49,846	50,054	(208)
BC Medical Aid & Industrial Insurance	154	147	7	2,314	2,235	79
BD Health, Life & Disability Insurance	3,318	3,508	(190)	49,770	50,339	(569)
BH Hospital Insurance (Medicare)	440	496	(56)	6,510	6,448	62
BT Shared Leave Provided Sick Leave	0	0	0	0	1,421	(1,421)
BZ Other Employee Benefits	0	0	0	0	1	(1)
Professional Service Contracts	**0**	**0**	**0**	**0**	**18**	**(18)**
CJ Training Services	0	0	0	0	18	(18)
Goods and Other Services	**1,748**	**1,043**	**705**	**19,132**	**14,507**	**4,625**
EA Supplies and Materials	17	6	11	257	250	7
EB Communications/Telecommunications	71	29	42	1,077	480	597
EC Utilities	40	39	1	602	657	(55)
ED Rentals and Leases - Land & Buildings	337	343	(6)	4,045	4,115	(70)
EE Repairs, Alterations & Maintenance	7	0	7	14	10	4
EF Printing and Reproduction	13	5	8	194	153	41
EG Employee Prof Dev & Training	57	185	(128)	859	775	84
EH Rental & Leases - Furn & Equipment	21	7	14	104	106	(2)
EJ Subscriptions	0	2	(2)	52	94	(42)
EK Facilities and Services	22	30	(8)	324	311	13
EL Data Processing Services (Interagency)	184	120	64	2,072	1,931	141
EM Attorney General Services	4	13	(9)	64	267	(203)
EN Personnel Services	0	2	(2)	0	205	(205)
EP Insurance	0	10	(10)	72	187	(115)
ER Other Contractual Services	700	239	461	5,997	3,651	2,346
ES Vehicle Maintenance & Operating Cst	21	4	17	42	24	18
ET Audit Services	0	0	0	0	(0)	0
EW Archives & Records Management Svcs	4	0	4	21	16	5

Category	FM Allotment	FM Expenditure	FM Variance	BITD Allotment	BITD Expenditures	BITD Variance
EY Software Licenses and Maintenance	250	0	250	3,336	1,181	2,155
EZ Other Goods and Services	0	7	(7)	0	94	(94)
Travel	**900**	**58**	**842**	**7,197**	**3,163**	**4,034**
GA In-State Subsistence & Lodging	250	16	234	2,480	1,767	713
GC Private Automobile Mileage	200	0	200	1,401	329	1,072
GD Other Travel Expenses	200	2	198	1,116	106	1,011
GF Out-Of-State Subsistence & Lodging	0	0	0	100	27	73
GG Out-Of-State Air Transportation	0	0	0	50	10	40
GN Motor Pool Services	250	40	210	2,050	924	1,126
Capital Outlays	**0**	**28**	**(28)**	**600**	**783**	**(183)**
JA Noncapitalized Assets	0	28	(28)	400	438	(38)
JB Noncapitalized Software	0	0	0	200	345	(145)
Grants, Benefits & Client Services	**4,827,000**	**1,101,490**	**3,725,510**	**35,085,250**	**23,637,624**	**11,447,626**
NZ Other Grants and Benefits	4,827,000	1,101,490	3,725,510	35,085,250	23,637,624	11,447,626
Total Dollars	**4,869,814**	**1,148,938**	**3,720,876**	**35,699,419**	**24,248,951**	**11,450,468**

Fund 108- Motor Vehicle Account Summary

Category	BI Allotment	BITD Allotment	BITD Expenditures	BITD Variance	BI Variance
Salaries and Wages	1,519,084	951,083	894,881	56,202	624,203
Employee Benefits	441,957	275,281	266,495	8,786	175,462
Goods and Other Services	326,123	203,037	199,319	3,718	126,804
Professional Service Contracts	0	0	218	(218)	(218)
Travel	75,836	43,519	40,835	2,684	35,001
Capital Outlays	31,000	13,000	9,378	3,622	21,622
Grants, Benefits & Client Services	10,706,000	10,706,000	10,706,135	(135)	(135)
Sum:	**13,100,000**	**12,191,920**	**12,117,262**	**74,658**	**982,738**
Sum without Grants:	**2,394,000**	**1,485,920**	**1,411,126**	**74,794**	**982,874**

Category	FM Allotment	FM Expenditure	FM Variance	BITD Allotment	BITD Expenditures	BITD Variance
Salaries and Wages	**63,110**	**53,874**	**9,236**	**951,083**	**894,881**	**56,202**
AA State Classified	45,723	36,302	9,421	676,152	616,007	60,145
AC State Exempt	17,387	17,572	(185)	257,127	259,848	(2,721)
AS Sick Leave Buy-Out	0	0	0	2,241	2,343	(102)
AT Terminal Leave	0	0	0	15,563	16,683	(1,120)
Employee Benefits	**18,519**	**16,284**	**2,235**	**275,281**	**266,495**	**8,786**
BA Old Age and Survivors Insurance	3,913	3,259	655	57,864	53,910	3,954
BB Retirement and Pensions	7,005	6,023	982	103,593	97,921	5,672
BC Medical Aid & Industrial Insurance	495	247	248	7,428	3,968	3,460
BD Health, Life & Disability Insurance	6,191	5,994	197	92,863	94,431	(1,568)
BH Hospital Insurance (Medicare)	915	762	153	13,533	12,674	859
BV Shared Leave Provided Annual Leave	0	0	0	0	3,581	(3,581)
BZ Other Employee Benefits	0	0	0	0	10	(10)
Professional Service Contracts	**0**	**0**	**0**	**0**	**218**	**(218)**
CJ Training Services	0	0	0	0	218	(218)
Goods and Other Services	**13,541**	**13,172**	**369**	**203,037**	**199,319**	**3,718**
EA Supplies and Materials	210	77	133	3,146	2,989	157
EB Communications/Telecommunications	878	353	525	13,161	5,741	7,420
EC Utilities	489	471	18	7,339	7,861	(522)

Category	FM Allotment	FM Expenditure	FM Variance	BITD Allotment	BITD Expenditures	BITD Variance
ED Rentals and Leases - Land & Buildings	4,110	4,106	4	49,316	49,268	48
EE Repairs, Alterations & Maintenance	0	0	0	84	9,356	(9,272)
EF Printing and Reproduction	157	63	94	2,358	1,827	531
EG Employee Prof Dev & Training	699	2,901	(2,202)	10,485	12,819	(2,334)
EH Rental & Leases - Furn & Equipment	84	80	4	1,259	1,272	(13)
EJ Subscriptions	0	24	(24)	629	1,129	(500)
EK Facilities and Services	262	354	(92)	3,932	3,724	208
EL Data Processing Services (Interagency)	1,394	1,440	(46)	22,910	23,120	(210)
EM Attorney General Services	52	154	(102)	785	3,193	(2,408)
EN Personnel Services	0	30	(30)	0	2,456	(2,456)
EP Insurance	0	115	(115)	880	2,233	(1,353)
ER Other Contractual Services	4,000	2,864	1,136	55,939	43,707	12,232
ES Vehicle Maintenance & Operating Cst	0	53	(53)	252	282	(30)
ET Audit Services	0	0	0	13,000	12,727	273
EW Archives & Records Management Svcs	53	0	53	263	193	70
EY Software Licenses and Maintenance	1,153	0	1,153	17,299	14,144	3,155
EZ Other Goods and Services	0	87	(87)	0	1,280	(1,280)
Travel	**2,971**	**2,131**	**840**	**43,519**	**40,835**	**2,684**
GA In-State Subsistence & Lodging	1,500	1,585	(85)	21,276	24,007	(2,731)
GC Private Automobile Mileage	314	0	314	6,394	3,934	2,460
GD Other Travel Expenses	107	62	45	1,999	1,384	615
GF Out-Of-State Subsistence & Lodging	50	0	50	650	328	322
GG Out-Of-State Air Transportation	0	0	0	200	120	80
GN Motor Pool Services	1,000	484	516	13,000	11,063	1,937
Capital Outlays	**2,000**	**335**	**1,665**	**13,000**	**9,378**	**3,622**
JA Noncapitalized Assets	1,000	335	665	8,000	5,246	2,754
JB Noncapitalized Software	1,000	0	1,000	5,000	4,132	868
Grants, Benefits & Client Services	**0**	**0**	**0**	**10,706,000**	**10,706,135**	**(135)**
NZ Other Grants and Benefits	0	0	0	10,706,000	10,706,135	(135)
Total Dollars	**100,141**	**85,797**	**14,344**	**12,191,920**	**12,117,262**	**74,658**

Fund 186- County Arterial Preservation Acct Summary

Category	BI Allotment	BITD Allotment	BITD Expenditures	BITD Variance	BI Variance
Salaries and Wages	818,797	522,451	553,204	(30,753)	265,593
Employee Benefits	260,720	160,599	164,463	(3,864)	96,257
Goods and Other Services	360,219	216,843	225,191	(8,348)	135,028
Professional Service Contracts	0	0	284	(284)	(284)
Travel	90,768	54,581	49,307	5,274	41,461
Capital Outlays	8,500	8,500	12,221	(3,721)	(3,721)
Grants, Benefits & Client Services	32,344,000	21,447,000	21,363,556	83,444	10,980,444
Interagency Reimbursements	(21,004)	(21,004)	(20,979)	(25)	(25)
Sum:	**33,862,000**	**22,388,970**	**22,347,246**	**41,724**	**11,514,754**
Sum without Grants:	**1,518,000**	**941,970**	**983,690**	**(41,720)**	**534,310**

Category	FM Allotment	FM Expenditure	FM Variance	BITD Allotment	BITD Expenditures	BITD Variance
Salaries and Wages	**32,927**	**50,181**	**(17,254)**	**522,451**	**553,204**	**(30,753)**
AA State Classified	32,927	31,628	1,299	502,401	512,964	(10,563)
AS Sick Leave Buy-Out	0	5,524	(5,524)	9,075	14,465	(5,390)

Category	FM Allotment	FM Expenditure	FM Variance	BITD Allotment	BITD Expenditures	BITD Variance
AT Terminal Leave	0	13,028	(13,028)	10,975	25,776	(14,801)
Employee Benefits	**11,125**	**10,882**	**243**	**160,599**	**164,463**	**(3,864)**
BA Old Age and Survivors Insurance	2,042	2,727	(685)	31,151	32,644	(1,493)
BB Retirement and Pensions	3,655	3,536	119	55,767	57,350	(1,583)
BC Medical Aid & Industrial Insurance	499	163	336	7,177	2,708	4,469
BD Health, Life & Disability Insurance	4,452	3,818	634	59,220	59,851	(631)
BH Hospital Insurance (Medicare)	477	638	(161)	7,284	7,635	(351)
BT Shared Leave Provided Sick Leave	0	0	0	0	4,262	(4,262)
BZ Other Employee Benefits	0	0	0	0	14	(14)
Professional Service Contracts	**0**	**0**	**0**	**0**	**284**	**(284)**
CJ Training Services	0	0	0	0	284	(284)
Goods and Other Services	**15,883**	**16,082**	**(199)**	**216,843**	**225,191**	**(8,348)**
EA Supplies and Materials	273	101	172	4,096	3,930	166
EB Communications/Telecommunications	1,142	460	682	17,135	7,481	9,654
EC Utilities	637	614	23	9,558	10,244	(686)
ED Rentals and Leases - Land & Buildings	5,352	5,350	2	64,224	64,201	23
EE Repairs, Alterations & Maintenance	0	0	0	109	156	(47)
EF Printing and Reproduction	178	83	95	2,992	2,381	611
EG Employee Prof Dev & Training	910	2,880	(1,970)	13,654	12,091	1,563
EH Rental & Leases - Furn & Equipment	109	105	4	1,638	1,657	(19)
EJ Subscriptions	0	31	(31)	819	1,471	(652)
EK Facilities and Services	341	461	(120)	5,120	4,852	268
EL Data Processing Services (Interagency)	2,162	1,877	285	26,968	30,127	(3,159)
EM Attorney General Services	68	200	(132)	1,023	4,160	(3,137)
EN Personnel Services	0	39	(39)	0	3,200	(3,200)
EP Insurance	0	150	(150)	1,146	2,910	(1,764)
ER Other Contractual Services	3,141	3,732	(591)	47,111	56,955	(9,844)
ES Vehicle Maintenance & Operating Cst	0	69	(69)	328	367	(39)
ET Audit Services	0	0	0	0	0	0
EW Archives & Records Management Svcs	68	0	68	341	251	90
EY Software Licenses and Maintenance	1,502	0	1,502	20,581	18,431	2,150
EZ Other Goods and Services	0	(69)	69	0	325	(325)
Travel	**3,049**	**909**	**2,140**	**54,581**	**49,307**	**5,274**
GA In-State Subsistence & Lodging	1,350	244	1,106	25,898	27,560	(1,662)
GC Private Automobile Mileage	464	0	464	8,493	5,126	3,367
GD Other Travel Expenses	135	35	100	2,590	1,622	968
GF Out-Of-State Subsistence & Lodging	100	0	100	1,000	427	573
GG Out-Of-State Air Transportation	0	0	0	250	156	94
GN Motor Pool Services	1,000	630	370	16,350	14,416	1,934
Capital Outlays	**0**	**437**	**(437)**	**8,500**	**12,221**	**(3,721)**
JA Noncapitalized Assets	0	437	(437)	5,500	6,837	(1,337)
JB Noncapitalized Software	0	0	0	3,000	5,384	(2,384)
Grants, Benefits & Client Services	**1,200,000**	**1,206,449**	**(6,449)**	**21,447,000**	**21,363,556**	**83,444**
NZ Other Grants and Benefits	1,200,000	1,206,449	(6,449)	21,447,000	21,363,556	83,444
Interagency Reimbursements	**0**	**0**	**0**	**(21,004)**	**(20,979)**	**(25)**
SA Salaries and Wages	0	0	0	(15,330)	(15,480)	150
SB Employee Benefits	0	0	0	(5,674)	(5,499)	(175)
Total Dollars	**1,262,984**	**1,284,939**	**(21,955)**	**22,388,970**	**22,347,246**	**41,724**

County Road Administration Board Agency BI Projections

Fund 102- Rural Arterial Trust Account Summary

Category	BI Allotment	BITD Allotment	BITD Expenditures	BITD Variance	BI Variance
Salaries and Wages	729,958	450,958	454,790	(3,832)	275,168
Employee Benefits	218,778	136,282	138,066	(1,784)	80,712
Goods and Other Services	34,560	19,132	14,507	4,625	20,053
Professional Service Contracts	0	0	18	(18)	(18)
Travel	16,104	7,197	3,163	4,034	12,941
Capital Outlays	600	600	783	(183)	(183)
Grants, Benefits & Client Services	56,094,000	35,085,250	23,637,624	11,447,626	32,456,376
Sum:	**57,094,000**	**35,699,419**	**24,248,951**	**11,450,468**	**32,845,049**

Category	BI Allotment	BITD Expenditures	October 2016	November 2016	December 2016	January 2017	February 2017	March 2017	April 2017	May 2017	June 2017	Variance
Salaries and Wages	**729,958**	**454,790**	**28,340**	**28,340**	**28,340**	**28,340**	**28,340**	**40,808**	**24,439**	**24,439**	**24,439**	**19,343**
AA State Classified	729,958	447,709	28,340	28,340	28,340	28,340	28,340	28,340	24,439	24,439	24,439	38,892
AS Sick Leave Buy-Out	0	2,738	0	0	0	0	0	5,489	0	0	0	(8,227)
AT Terminal leave	0	4,343	0	0	0	0	0	6,979	0	0	0	(11,322)
Employee Benefits	**218,778**	**138,066**	**8,767**	**8,767**	**8,767**	**8,767**	**8,767**	**9,721**	**7,568**	**7,568**	**7,568**	**4,452**
BA Old Age and Survivors Insurance	44,786	27,569	1,757	1,757	1,757	1,757	1,757	2,530	1,515	1,515	1,515	1,357
BB Retirement and Pensions	80,182	50,054	3,168	3,168	3,168	3,168	3,168	3,168	2,732	2,732	2,732	2,924
BC Medical Aid & Industrial Insurance	3,704	2,235	145	145	145	145	145	326	125	125	125	43
BD Health, Life & Disability Insurance	79,632	50,339	3,286	3,286	3,286	3,286	3,286	3,286	2,842	2,842	2,842	1,051
BH Shared Leave Provided Sick Leave	10,474	6,448	411	411	411	411	411	411	354	354	354	498
BT Shared	0	1,421	0	0	0	0	0	0	0	0	0	(1,421)
BZ Other Employee Benefits	0	1	0	0	0	0	0	0	0	0	0	(1)
Professional Service Contracts	**0**	**18**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**(18)**
CJ Training Services	0	18	0	0	0	0	0	0	0	0	0	(18)
Goods and Other Services	**34,560**	**14,507**	**1,438**	**6,141**	**565**	**270**	**325**	**668**	**347**	**269**	**267**	**9,763**
EA Supplies and Materials	412	250	20	20	20	20	20	20	20	20	20	(18)
EB Communications/Telecommunications	1,728	480	35	35	35	35	35	35	35	35	35	933
EC Utilities	964	657	130	130	130	130	130	130	130	130	130	(863)
ED Rentals and Leases - Land & Buildings	7,079	4,115	343	2,744								(123)
EE Repairs, Alterations & Maintenance	14	10	0	0	0	0	0	0	0	0	0	4
EF Printing and Reproduction	310	153	10	10	10	10	10	10	10	10	10	67
EG Employee Prof Dev & Training	1,376	775	350	0	0	0	0	0	0	0	0	251
EH Rental & Leases - Furn & Equipment	166	106	7	7	7	7	7	7	7	7	7	(3)
EJ Subscriptions	76	94	6	6	6	6	6	6	6	6	6	(72)
EK Facilities and Services	516	311	23	112	9	9	9	9	9	9	9	7
EL Data Processing Services (Interagency)	3,733	1,931	129	1,032								641

Category	BI Allotment	BITD Expenditures	October 2016	November 2016	December 2016	January 2017	February 2017	March 2017	April 2017	May 2017	June 2017	Variance
EM Attorney General Services	104	267	50	50	50	50	50	50	50	50	50	(613)
EN Personnel Services	0	205	4	32								(241)
EP Insurance	72	187	0	0	0	0	0	0	0	0	0	(115)
ER Other Contractual Services	12,348	3,651	240	1,920								6,537
ES Vehicle Maintenance & Operating Cst	42	24	0	0	0	0	0	0	0	0	0	18
ET Audit Services	0	(0)	0	0	0	0	0	0	0	0	0	0
EW Archives & Records Management Svcs	34	16	4	8								6
EY Software Licenses and Maintenance	5,586	1,181	87	35	298	3	58	401	80	2	0	3,441
EZ Other Goods and Services	0	94	0	0	0	0	0	0	0	0	0	(94)
Travel	**16,104**	**3,163**	**235**	**235**	**235**	**235**	**235**	**235**	**235**	**235**	**235**	**10,826**
GA In-State Subsistence & Lodging	5,180	1,767	120	120	120	120	120	120	120	120	120	2,333
GC Private Automobile Mileage	3,214	329	40	40	40	40	40	40	40	40	40	2,525
GD Other Travel Expenses	2,766	106	10	10	10	10	10	10	10	10	10	2,571
GF Out-Of-State Subsistence & Lodging	544	27	0	0	0	0	0	0	0	0	0	517
GG Out-Of-State Air Transportation	100	10	0	0	0	0	0	0	0	0	0	90
GN Motor Pool Services	4,300	924	65	65	65	65	65	65	65	65	65	2,791
Capital Outlays	**600**	**783**	**2,100**	**1,050**	**1,050**	**1,050**	**1,050**	**1,050**	**1,050**	**1,050**	**1,050**	**(10,683)**
JA Noncapitalized Assets	400	438	2,100	1,050	1,050	1,050	1,050	1,050	1,050	1,050	1,050	(10,538)
JB Noncapitalized Software	200	345	0	0	0	0	0	0	0	0	0	(145)
Grants, Benefits & Client Services	**56,094,000**	**23,637,624**	**1,500,000**	**1,500,000**	**1,500,000**	**1,500,000**	**1,500,000**	**1,500,000**	**1,500,000**	**1,500,000**	**1,500,000**	**18,956,376**
NZ Other Grants and Benefits	56,094,000	23,637,624	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	18,956,376
Total Dollars	**57,094,000**	**24,248,951**	**1,540,880**	**1,544,533**	**1,538,957**	**1,538,662**	**1,538,717**	**1,552,482**	**1,533,639**	**1,533,561**	**1,533,559**	**18,990,059**
Total without Grants:	**1,000,000**	**611,309**	**40,880**	**44,533**	**38,957**	**38,662**	**38,717**	**52,482**	**33,639**	**33,561**	**33,559**	**33,701**

Category	BI Allotment	BITD Expenditures	October 2016	November 2016	December 2016	January 2017	February 2017	March 2017	April 2017	May 2017	June 2017	Variance

Fund 108- Motor Vehicle Account Summary

Category	BI Allotment	BITD Allotment	BITD Expenditures	BITD Variance	BI Variance
Salaries and Wages	1,519,084	951,083	894,881	56,202	624,203
Employee Benefits	441,957	275,281	266,495	8,786	175,462
Goods and Other Services	326,123	203,037	199,319	3,718	126,804
Professional Service Contracts	0	0	218	(218)	(218)
Travel	75,836	43,519	40,835	2,684	35,001
Capital Outlays	31,000	13,000	9,378	3,622	21,622
Grants, Benefits & Client Services	10,706,000	10,706,000	10,706,135	(135)	(135)
Sum:	**13,100,000**	**12,191,920**	**12,117,262**	**74,658**	**982,738**

Category	BI Allotment	BITD Expenditures	October 2016	November 2016	December 2016	January 2017	February 2017	March 2017	April 2017	May 2017	June 2017	Variance
Salaries and Wages	**1,519,084**	**894,881**	**53,874**	**53,874**	**53,874**	**53,874**	**53,874**	**53,874**	**53,874**	**53,874**	**53,874**	**139,337**
AA State Classified	1,087,665	616,007	36,302	36,302	36,302	36,302	36,302	36,302	36,302	36,302	36,302	144,940
AC State Exempt	413,615	259,848	17,572	17,572	17,572	17,572	17,572	17,572	17,572	17,572	17,572	(4,381)
AS Sick Leave Buy-Out	2,241	2,343	0	0	0	0	0	0	0	0	0	(102)
AT Terminal Leave	15,563	16,683	0	0	0	0	0	0	0	0	0	(1,120)
Employee Benefits	**441,957**	**266,495**	**16,244**	**16,244**	**16,244**	**16,244**	**16,244**	**16,244**	**16,244**	**16,244**	**16,244**	**29,266**
BA Old Age and Survivors Insurance	93,080	53,910	3,288	3,288	3,288	3,288	3,288	3,288	3,288	3,288	3,288	9,578
BB Retirement and Pensions	166,642	97,921	5,929	5,929	5,929	5,929	5,929	5,929	5,929	5,929	5,929	15,360
BC Medical Aid & Industrial Insurance	11,886	3,968	264	264	264	264	264	264	264	264	264	5,542
BD Health, Life & Disability Insurance	148,580	94,431	5,994	5,994	5,994	5,994	5,994	5,994	5,994	5,994	5,994	203
BH Hospital Insurance (Medicare)	21,769	12,674	769	769	769	769	769	769	769	769	769	2,174
BV Shared Leave Provided Annual Leave	0	3,581	0	0	0	0	0	0	0	0	0	(3,581)
BZ Other Employee Benefits	0	10	0	0	0	0	0	0	0	0	0	(10)
Professional Service Contracts	**0**	**218**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**(218)**
CJ Training Services	0	218	0	0	0	0	0	0	0	0	0	(218)
Goods and Other Services	**326,123**	**199,319**	**11,824**	**72,112**	**5,349**	**1,812**	**2,475**	**6,580**	**2,739**	**1,799**	**1,776**	**20,337**
EA Supplies and Materials	5,031	2,989	208	208	208	208	208	208	208	208	208	170
EB Communications/Telecommunications	21,054	5,741	369	369	369	369	369	369	369	369	369	11,992
EC Utilities	11,744	7,861	611	611	611	611	611	611	611	611	611	(1,616)
ED Rentals and Leases - Land & Buildings	86,301	49,268	4,106	32,848								79
EE Repairs, Alterations & Maintenance	168	9,356	0	0	0	0	0	0	0	0	0	(9,188)
EF Printing and Reproduction	3,774	1,827	87	87	87	87	87	87	87	87	87	1,164
EG Employee Prof Dev & Training	16,776	12,819	0	0	0	0	0	0	0	0	0	3,957
EH Rental & Leases - Furn & Equipment	2,014	1,272	81	81	81	81	81	81	81	81	81	13
EJ Subscriptions	923	1,129	25	25	25	25	25	25	25	25	25	(431)
EK Facilities and Services	6,286	3,724	262	1,336	95	95	95	95	95	95	95	299
EL Data Processing Services (Interagency)	35,456	23,120	1,487	11,896								(1,047)
EM Attorney General Services	1,258	3,193	300	300	300	300	300	300	300	300	300	(4,635)

Category	BI Allotment	BITD Expenditures	October 2016	November 2016	December 2016	January 2017	February 2017	March 2017	April 2017	May 2017	June 2017	Variance
EN Personnel Services	0	2,456	342	936								(3,734)
EP Insurance	880	2,233	0	0	0	0	0	0	0	0	0	(1,353)
ER Other Contractual Services	92,854	43,707	2,865	22,920								23,362
ES Vehicle Maintenance & Operating Cst	504	282	0	0	0	0	0	0	0	0	0	222
ET Audit Services	13,000	12,727	0	0	0	0	0	0	0	0	0	273
EW Archives & Records Management Svcs	420	193	39	78								110
EY Software Licenses and Maintenance	27,680	14,144	1,042	417	3,573	36	699	4,804	963	23	0	1,978
EZ Other Goods and Services	0	1,280	0	0	0	0	0	0	0	0	0	(1,280)
Travel	**75,836**	**40,835**	**2,899**	**2,899**	**2,899**	**2,899**	**4,474**	**2,899**	**6,499**	**2,899**	**2,899**	**3,735**
GA In-State Subsistence & Lodging	38,276	24,007	1,504	1,504	1,504	1,504	2,504	1,504	1,504	1,504	1,504	(267)
GC Private Automobile Mileage	10,904	3,934	500	500	500	500	1,000	500	500	500	500	1,970
GD Other Travel Expenses	3,356	1,384	125	125	125	125	200	125	125	125	125	772
GF Out-Of-State Subsistence & Lodging	1,100	328	0	0	0	0	0	0	1,600	0	0	(828)
GG Out-Of-State Air Transportation	200	120	0	0	0	0	0	0	2,000	0	0	(1,920)
GN Motor Pool Services	22,000	11,063	770	770	770	770	770	770	770	770	770	4,007
Capital Outlays	**31,000**	**9,378**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**21,622**
JA Noncapitalized Assets	17,000	5,246	0	0	0	0	0	0	0	0	0	11,754
JB Noncapitalized Software	14,000	4,132	0	0	0	0	0	0	0	0	0	9,868
Grants, Benefits & Client Services	**10,706,000**	**10,706,135**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**200**	**(335)**
NZ Other Grants and Benefits	10,706,000	10,706,135	0	0	0	0	0	0	0	0	200	(335)
Total Dollars	**13,100,000**	**12,117,262**	**84,841**	**145,129**	**78,366**	**74,829**	**77,067**	**79,597**	**79,356**	**74,816**	**74,993**	**213,743**
Sum without Grants:	**2,394,000**	**1,411,126**	**84,841**	**145,129**	**78,366**	**74,829**	**77,067**	**79,597**	**79,356**	**74,816**	**74,793**	**214,078**

Category	BI Allotment	BITD Expenditures	October 2016	November 2016	December 2016	January 2017	February 2017	March 2017	April 2017	May 2017	June 2017	Variance

Fund 186- County Arterial Preservation Acct Summary

Category	BI Allotment	BITD Allotment	BITD Expenditures	BITD Variance	BI Variance
Salaries and Wages	818,797	522,451	553,204	(30,753)	265,593
Employee Benefits	260,720	160,599	164,463	(3,864)	96,257
Goods and Other Services	360,219	216,843	225,191	(8,348)	135,028
Professional Service Contracts	0	0	284	(284)	(284)
Travel	90,768	54,581	49,307	5,274	41,461
Capital Outlays	8,500	8,500	12,221	(3,721)	(3,721)
Grants, Benefits & Client Services	32,344,000	21,447,000	21,363,556	83,444	10,980,444
Interagency Reimbursements	(21,004)	(21,004)	(20,979)	(25)	(25)
Sum:	**33,862,000**	**22,388,970**	**22,347,246**	**41,724**	**11,514,754**

Category	BI Allotment	BITD Expenditures	October 2016	November 2016	December 2016	January 2017	February 2017	March 2017	April 2017	May 2017	June 2017	Variance
Salaries and Wages	**818,797**	**553,204**	**25,278**	**25,278**	**25,278**	**25,278**	**25,278**	**37,746**	**21,377**	**21,377**	**21,377**	**37,326**
AA State Classified	798,747	512,964	25,278	25,278	25,278	25,278	25,278	25,278	21,377	21,377	21,377	69,984
AS Sick Leave Buy-Out	9,075	14,465		0	0	0	0	5,489	0	0	0	(10,879)
AT Terminal Leave	10,975	25,776		0	0	0	0	6,979	0	0	0	(21,780)
Employee Benefits	**260,720**	**164,463**	**8,051**	**8,051**	**8,051**	**8,051**	**8,051**	**9,005**	**6,852**	**6,852**	**6,852**	**26,441**
BA Old Age and Survivors Insurance	49,523	32,644	1,567	1,567	1,567	1,567	1,567	2,340	1,325	1,325	1,325	2,729
BB Retirement and Pensions	88,661	57,350	2,826	2,826	2,826	2,826	2,826	2,826	2,390	2,390	2,390	7,185
BC Medical Aid & Industrial Insurance	11,666	2,708	139	139	139	139	139	320	119	119	119	7,586
BD Health, Life & Disability Insurance	99,288	59,851	3,152	3,152	3,152	3,152	3,152	3,152	2,708	2,708	2,708	12,401
BH Hospital Insurance (Medicare)	11,582	7,635	367	367	367	367	367	367	310	310	310	815
BT Shared Leave Provided Sick Leave	0	4,262	0	0	0	0	0	0	0	0	0	(4,262)
BZ Other Employee Benefits	0	14	0	0	0	0	0	0	0	0	0	(14)
Professional Service Contracts	**0**	**284**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**(284)**
CJ Training Services	0	284	0	0	0	0	0	0	0	0	0	(284)
Goods and Other Services	**360,219**	**225,191**	**15,799**	**95,005**	**6,888**	**2,280**	**3,143**	**8,492**	**3,487**	**2,262**	**2,232**	**(4,559)**
EA Supplies and Materials	6,554	3,930	271	271	271	271	271	271	271	271	271	185
EB Communications/Telecommunications	27,419	7,481	512	512	512	512	512	512	512	512	512	15,330
EC Utilities	15,294	10,244	765	765	765	765	765	765	765	765	765	(1,835)
ED Rentals and Leases - Land & Buildings	112,393	64,201	5,351	42,808								33
EE Repairs, Alterations & Maintenance	218	156	0	0	0	0	0	0	0	0	0	62
EF Printing and Reproduction	4,588	2,381	100	100	100	100	100	100	100	100	100	1,307
EG Employee Prof Dev & Training	21,848	12,091	350	0	0	0	0	0	0	0	0	9,407
EH Rental & Leases - Furn & Equipment	2,622	1,657	101	101	101	101	101	101	101	101	101	56
EJ Subscriptions	1,201	1,471	60	60	60	60	60	60	60	60	60	(810)
EK Facilities and Services	8,194	4,852	326	1,624	123	123	123	123	123	123	123	531
EL Data Processing Services (Interagency)	46,426	30,127	2,092	16,736								(2,529)

Category	BI Allotment	BITD Expenditures	October 2016	November 2016	December 2016	January 2017	February 2017	March 2017	April 2017	May 2017	June 2017	Variance
EM Attorney General Services	1,638	4,160	300	300	300	300	300	300	300	300	300	(5,222)
EN Personnel Services	0	3,200	429	1,218								(4,847)
EP Insurance	1,146	2,910	0	0	0	0	0	0	0	0	0	(1,764)
ER Other Contractual Services	75,376	56,955	3,733	29,864								(15,176)
ES Vehicle Maintenance & Operating Cst	656	367	0	0	0	0	0	0	0	0	0	289
ET Audit Services	0	0	0	0	0	0	0	0	0	0	0	0
EW Archives & Records Management Svcs	546	251	51	102								142
EY Software Licenses and Maintenance	34,100	18,431	1,358	544	4,656	48	911	6,260	1,255	30	0	608
EZ Other Goods and Services	0	325	0	0	0	0	0	0	0	0	0	(325)
Travel	**90,768**	**49,307**	**3,427**	**3,427**	**3,427**	**3,427**	**3,427**	**3,427**	**3,427**	**3,427**	**3,427**	**10,618**
GA In-State Subsistence & Lodging	43,696	27,560	1,877	1,877	1,877	1,877	1,877	1,877	1,877	1,877	1,877	(757)
GC Private Automobile Mileage	14,202	5,126	500	500	500	500	500	500	500	500	500	4,576
GD Other Travel Expenses	4,370	1,622	150	150	150	150	150	150	150	150	150	1,398
GF Out-Of-State Subsistence & Lodging	1,900	427	0	0	0	0	0	0	0	0	0	1,473
GG Out-Of-State Air Transportation	250	156	0	0	0	0	0	0	0	0	0	94
GN Motor Pool Services	26,350	14,416	900	900	900	900	900	900	900	900	900	3,834
Capital Outlays	**8,500**	**12,221**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**(3,721)**
JA Noncapitalized Assets	5,500	6,837	0	0	0	0	0	0	0	0	0	(1,337)
JB Noncapitalized Software	3,000	5,384	0	0	0	0	0	0	0	0	0	(2,384)
Grants, Benefits & Client Services	**32,344,000**	**21,363,556**	**1,200,000**	**1,200,000**	**1,200,000**	**1,200,000**	**1,200,000**	**1,200,000**	**1,200,000**	**1,200,000**	**1,380,444**	**0**
NZ Other Grants and Benefits	32,344,000	21,363,556	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,380,444	0
Interagency Reimbursements	**(21,004)**	**(20,979)**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**(25)**
SA Salaries and Wages	(15,330)	(15,480)	0	0	0	0	0	0	0	0	0	150
SB Employee Benefits	(5,674)	(5,499)	0	0	0	0	0	0	0	0	0	(175)
Total Dollars	**33,862,000**	**22,347,246**	**1,252,555**	**1,331,761**	**1,243,644**	**1,239,036**	**1,239,899**	**1,258,670**	**1,235,143**	**1,233,918**	**1,414,332**	**65,796**
Total without Grants:	**1,518,000**	**983,407**	**52,555**	**131,761**	**43,644**	**39,036**	**39,899**	**58,670**	**35,143**	**33,918**	**33,888**	**66,080**

October 2016 CRABoard Meeting
Deputy Director's Report

A. County Engineer Changes since July 2016

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

B. County Visits completed since July 2016

- Clark County

Numerous contacts with County Engineers took place in other venues.

C. County Audit Reports reviewed since July 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 53 audit reports representing 33 counties since the July 2016 board meeting. Twelve audits contained a total of 15 new findings issued and one involved County Road Funds in some form. There are 15 prior findings reviewed; two involved County Road Funds in some form and two were fully resolved. Any audits with a number in the "Co. Rd?" column reveal substantive findings involving County Road Funds.

Report #	Entity/Description	Report Type	Audit Period	Date Released	New Find#	Co. Rd?	PrevFind#	Status
1017743	Cowlitz County	Accountability	01/01/2015 to 12/31/2015	10/20/2016				
1017667	King County	Financial and Federal	01/01/2015 to 12/31/2015	9/30/2016	2	NCR	1	NCR
1017489	Pacific County	Financial and Federal	01/01/2015 to 12/31/2015	9/29/2016	1	NCR		
1017552	Okanogan County	Financial and Federal	01/01/2015 to 12/31/2015	9/29/2016			1	NCR
1017569	Lewis County	Accountability	01/01/2015 to 12/31/2015	9/29/2016				
1017572	Lewis County	Financial and Federal	01/01/2015 to 12/31/2015	9/29/2016				
1017587	Franklin County	Financial and Federal	01/01/2015 to 12/31/2015	9/29/2016				
1017600	Pierce County	Financial and Federal	01/01/2015 to 12/31/2015	9/29/2016				
1017601	Kittitas County	Financial and Federal	01/01/2015 to 12/31/2015	9/29/2016			1	NCR
1017611	Douglas County	Financial and Federal	01/01/2015 to 12/31/2015	9/29/2016				
1017612	Cowlitz County	Financial and Federal	01/01/2015 to 12/31/2015	9/29/2016				
1017613	Stevens County	Financial and Federal	01/01/2015 to 12/31/2015	9/29/2016			1	NCR
1017621	Mason County	Financial and Federal	01/01/2015 to 12/31/2015	9/29/2016	2	NCR	1	CR-FC
1017638	Clallam County	Financial and Federal	01/01/2015 to 12/31/2015	9/29/2016				
1017639	Clallam County	Accountability	01/01/2015 to 12/31/2015	9/29/2016				
1017651	Skamania County	Accountability	01/01/2014 to 12/31/2015	9/29/2016				
1017673	Skamania County	Financial and Federal	01/01/2015 to 12/31/2015	9/29/2016			1	NCR
1017679	Island County	Financial and Federal	01/01/2015 to 12/31/2015	9/29/2016	1	NCR		
1017427	Spokane County	Attestation Engagements	07/01/2014 to 06/30/2015	9/26/2016	1	NCR		
1017516	Pend Oreille County	Accountability	01/01/2015 to 12/31/2015	9/26/2016				
1017530	Jefferson County	Financial and Federal	01/01/2015 to 12/31/2015	9/26/2016	1	NCR		
1017533	Ferry County	Financial and Federal	01/01/2015 to 12/31/2015	9/26/2016			1	NCR
1017534	Ferry County	Accountability	01/01/2014 to 12/31/2015	9/26/2016				
1017551	Spokane County	Financial and Federal	01/01/2015 to 12/31/2015	9/26/2016			1	NCR
1017560	Pend Oreille County	Financial and Federal	01/01/2015 to 12/31/2015	9/26/2016				
1017520	Grays Harbor County	Financial and Federal	01/01/2015 to 12/31/2015	9/22/2016				
1017521	Grays Harbor County	Accountability	01/01/2015 to 12/31/2015	9/22/2016	1	NCR		
1012226	Kitsap County	Financial and Federal	01/01/2013 to 12/31/2013	9/19/2016	1	NCR		
1017430	Columbia County	Financial and Federal	01/01/2015 to 12/31/2015	9/19/2016				
1017436	Walla Walla County	Financial and Federal	01/01/2015 to 12/31/2015	9/19/2016				
1017479	Mason County	Attestation Engagements	07/01/2014 to 06/30/2015	9/19/2016	1	NCR		
1017494	Wahkiakum County	Financial and Federal	01/01/2015 to 12/31/2015	9/19/2016				
1017411	San Juan County	Accountability	01/01/2015 to 12/31/2015	9/15/2016				
1017459	San Juan County	Financial and Federal	01/01/2015 to 12/31/2015	9/15/2016	1	NCR		
1017299	Benton County	Financial and Federal	01/01/2015 to 12/31/2015	9/8/2016				
1017349	Whatcom County	Financial and Federal	01/01/2015 to 12/31/2015	9/6/2016				
1017350	Whatcom County	Accountability	01/01/2015 to 12/31/2015	9/6/2016				
1017403	Pierce County	CAFR	01/01/2015 to 12/31/2015	8/29/2016				
1017087	Skagit County	Financial and Federal	01/01/2015 to 12/31/2015	8/25/2016	1	NCR		
1017216	Skagit County	Accountability	01/01/2015 to 12/31/2015	8/25/2016				
1017303	Klickitat County	Accountability	01/01/2015 to 12/31/2015	8/25/2016				
1017304	Klickitat County	Financial and Federal	01/01/2015 to 12/31/2015	8/25/2016			1	CR-FC
1017181	Chelan County	Financial and Federal	01/01/2015 to 12/31/2015	8/22/2016			3	NCR
1017184	Chelan County	Accountability	01/01/2015 to 12/31/2015	8/22/2016				
1017220	Clark County	Financial and Federal	01/01/2015 to 12/31/2015	8/15/2016	2	1		
1017252	Clark County	Accountability	01/01/2015 to 12/31/2015	8/15/2016			1	NCR
1017157	Snohomish County	Financial and Federal	01/01/2015 to 12/31/2015	8/11/2016				
1017061	Yakima County	Financial and Federal	01/01/2015 to 12/31/2015	8/8/2016			1	NCR
1017209	Kitsap County	Financial and Federal	01/01/2015 to 12/31/2015	8/8/2016			1	NCR
1017052	Yakima County	CAFR	01/01/2015 to 12/31/2015	8/1/2016				
1017142	Lincoln County	Financial and Federal	01/01/2015 to 12/31/2015	7/28/2016				
1017210	Kitsap County	CAFR	01/01/2015 to 12/31/2015	7/27/2016				
1017218	Kitsap County	Attestation Engagements	01/01/2015 to 12/31/2015	7/27/2016				
				TOTALS	15		15	

NCR	Non-County Road
CR-FC	County Road-Fully Corrected
CR-PC	County Road-Partially Corrected

D. Other Activities and Visits since July 2016

3 August	Kitsap County Discussion	CRAB Office
10 August	CRAB 17-19 Budget Meeting	CRAB Office
11 August	SHA/D/E Training	CRAB Office
23 August	Mobility Feedback Meeting	CRAB Office
25 August	WA Tech Meeting	CRAB Office
31 August	PDC Committee Conference Call	CRAB Office
7 Sept	UAV User Group Meeting	Seattle
14 Sept	PDC Committee Conference Call	CRAB Office
15 Sept	NACE EP Committee Conference Call	CRAB Office
15 Sept	CRAB IT Staff Meeting	CRAB Office
20 Sept	NACE EP Committee Conference Call	CRAB Office
21 Sept	PDC Committee Conference Call	CRAB Office
27 Sept	NACE EP Committee Conference Call	CRAB Office
28 Sept	PDC Committee Conference Call	CRAB Office
5 October	Clark County RAP Scope Chg Review	Blair Road
6 October	CRABoard Agenda Meeting	CRAB Office
11 October	CRAB Website Meeting	CRAB Office
12 October	PDC Committee Conference Call	CRAB Office
25 October	CRAB Quarterly Accounting Meeting	CRAB Office
27-28 October	CRABoard Meeting	CRAB Office

COMPLIANCE & DATA ANALYSIS MANAGER'S REPORT

Prepared by Derek Pohle, PE

CRABoard Meeting – October 27 -28, 2016

Reporting Period: August 2016 thru October 2016

COMPLIANCE

STANDARDS OF GOOD PRACTICE

Vacancy in Position of County Engineer: No Activity

County Audits – For Fiscal Year 2015

Clark County: There was reported one new Finding which had some relation to the Road Fund. The County did not have adequate internal controls to ensure compliance with federal grant requirements for allowable costs. The PW staff had insufficient knowledge and training of federal requirements for allowable costs to ensure compliance and monitoring by management was not adequate to detect an issue. Although the SAO disagreed with the county's methodology, the amounts charged to the grants was reasonable, so the costs were not questioned.

Skamania County: CRAB staff has been monitoring a continuing Finding which effects the Road Fund. For at least four 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. SAO reports this issue only partially resolved per the 2015 audit. CRAB staff continues to support county Public Works staff on a consultative basis.

PROPOSED WAC AMENDMENTS

Chapter 136-12 WAC – Vacancy in Position of County Engineer

Chapter 136-18 WAC – Construction by County Forces

OTHER ACTIVITIES OF THE C&DA MANAGER

- Determined the County Forces Construction Limits for 2016 and distributed to counties.
- Puget Sound RAP meeting.
- SHA,D,E training.
- Internet security training refresher.
- Go-Live with C.A.R.S August 17th. Ongoing county support with December 31st submittals.
- CLCF required status notice to counties, September 30th.
- Meeting at Kitsap County – review priority programming and six-year process.
- Regional road Maintenance Forum meeting.
- SAO meeting with Jeff Monsen, Financial Reporting streamlining.

Last Update: 8/13/14

Chapter 136-12 WAC

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

Chapter Listing

WAC Sections

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

DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER

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

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

136-12-010
Purpose and authority.

The laws of the state of Washington make detailed provisions in chapter 36.80 RCW, for the employment of a county engineer in each county. This chapter specifies that the county legislative authority of each county shall employ a county road engineer on either a full-time or part-time basis, or by contracting with another county for the engineering services of a county road engineer; that he/she shall be a registered and licensed professional civil engineer under the laws of this state; that he/she shall have supervision, under the direction of the county legislative authority, of all activities related to the county roads of the county, including maintenance; that he/she shall certify to the county legislative authority all bills with respect to county roads; that he/she shall keep complete public records of all road department activities; that he/she shall prepare plans and specifications for all construction work on the county road system ;give an official bond to the county conditioned upon faithfully performing all the duties and accounting for county property entrusted to him or her.

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

136-12-020
Procedure during vacancy or change.

It is unavoidable that vacancies or changes will occur from time to time in the position of county engineer. When a vacancy or change occurs in the office of county engineer due to resignation, retirement, death or for any other reason, the county legislative authority shall take immediate steps to find a replacement, either by promotion from within the organization if a competent and eligible person is available, or by advertisement for, and interview of, qualified applicants. The county legislative authority or county executive shall, in writing, by electronic e-mail or official letter, within five working days, notify the county road administration board of the vacancy or change, and of the procedure to be followed during the period of vacancy. The notice to the county road administration board shall state that the legislative authority or county executive has reviewed the requirements within this chapter.
[Statutory Authority: Chapter 36.78 RCW. WSR 14-17-035, § 136-12-020, filed 8/13/14, effective 9/13/14. Statutory Authority: Chapter 36.79 RCW. WSR 02-18-018, § 136-12-020, filed 8/22/02, effective 9/22/02; WSR 99-01-021, § 136-12-020, filed 12/7/98, effective 1/7/99. Statutory Authority: RCW 36.78.080. WSR 90-07-074 (Order 74), § 136-12-020, filed 3/21/90, effective 4/21/90; Regulation 1, § 136-12-020, filed 12/13/67.]

136-12-030
Acting county engineer.

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

If the acting county engineer is not a licensed professional civil engineer, the legislative authority shall designate a licensed professional civil engineer to perform all engineering services during the interim period as required by chapter 18.43 RCW, and the acting county engineer shall perform only those functions of the office not requiring a professional civil engineer's license.
[Statutory Authority: Chapter 36.79 RCW. WSR 99-01-021, § 136-12-030, filed 12/7/98, effective 1/7/99. Statutory Authority: RCW 36.78.080. WSR 90-07-074 (Order 74), § 136-12-030, filed 3/21/90, effective 4/21/90; Order 25, § 136-12-030, filed 1/27/75; Order 1, § 136-12-030, filed 7/17/68; Regulation 1, § 136-12-030, filed 12/13/67.]

136-12-045
Notification of hiring.

When final arrangements for the employment of a new county engineer have been made, the county legislative authority or the county executive shall, within five working days, notify the county road administration board in writing and shall include the following information: Name of new county engineer, Washington registration number, start date, and contact information, including an e-mail address if available. In addition, the notification shall include a copy of the

organization chart detailing the responsibilities of the county engineer if there is an adopted change, WAC 136-50-051, and a copy of the appointment resolution, letter of appointment, or copy of the meeting minutes of the legislative authority recording the appointment.
[Statutory Authority: Chapter 36.79 RCW. WSR 02-18-018, § 136-12-045, filed 8/22/02, effective 9/22/02.]

136-12-060
Failure to comply.

In the case of vacancy, i~~I~~f notification is not received within the time frame established in WAC 136-12-045, the matter of the vacancy will be considered at the next regular meeting of the county road administration board. The county road administration board may require that all construction by county forces projects be shut down and/or that all distribution of gas tax funds to the county cease: Provided however, t~~T~~hat it may continue to grant reasonable extensions in the event the affected county can give adequate proof or demonstrate at the next regularly scheduled board meeting that a diligent effort has been made to secure the services of a qualified engineer.
[Statutory Authority: Chapter 36.78 RCW. WSR 09-23-044, § 136-12-060, filed 11/9/09, effective 12/10/09. Statutory Authority: Chapter 36.79 RCW. WSR 02-18-018, § 136-12-060, filed 8/22/02, effective 9/22/02; WSR 99-01-021, § 136-12-060, filed 12/7/98, effective 1/7/99. Statutory Authority: RCW 36.78.080. WSR 90-07-074 (Order 74), § 136-12-060, filed 3/21/90, effective 4/21/90; Regulation 1, § 136-12-060, filed 12/13/67.]

136-12-070
County engineer in counties that choose to employ a part-time county engineer or a contract county engineer.

When the county legislative authority chooses to employ a county engineer on a part-time basis the terms of such employment shall be set forth in a contract adopted by resolution of the legislative authority. Such contract shall specify, but need not be limited to: Statement of legal responsibility, salary or wage arrangements, meetings with the legislative authority, travel expenses and relationship with regular employees. A copy of such resolution and contract shall be forwarded to the office of the county road administration board.

When the legislative authority chooses to contract with another county for services such contract shall be approved by resolution of both legislative authorities. Such contract shall specify, but need not be limited to: Statement of legal responsibility, salary or wage arrangements, meetings with the legislative authority, travel expenses and relationship with regular employees. A copy of the contract and both resolutions shall be forwarded to the office of the county road administration board. Any such contract shall be in accordance with the procedures of the Interlocal Cooperation Act, chapter 39.34 RCW.
[Statutory Authority: Chapter 36.79 RCW. WSR 02-18-018, § 136-12-070, filed 8/22/02, effective 9/22/02; WSR 99-01-021, § 136-12-070, filed 12/7/98, effective 1/7/99. Statutory Authority: RCW 36.78.070 and 36.79.060. WSR 96-17-013, § 136-12-070, filed 8/12/96, effective 9/12/96. Statutory

Authority: RCW 36.78.080. WSR 90-07-074 (Order 74), § 136-12-070, filed 3/21/90, effective 4/21/90; Order 13, § 136-12-070, filed 12/26/69.]

136-12-080
Assistant county engineer in counties with a part-time county engineer or a contract county engineer.

When a legislative authority of a county chooses to employ a licensed professional civil engineer on a part-time basis or contract with another county for the services of its licensed professional civil engineer, it shall designate by resolution a full-time employee as assistant county engineer. In such cases, the designated assistant county engineer shall perform the day to day supervision of the road department under the county engineer in accordance with policies established by the legislative authority.

[Statutory Authority: Chapter 36.79 RCW. WSR 02-18-018, § 136-12-080, filed 8/22/02, effective 9/22/02. Statutory Authority: RCW 36.78.070 and 36.79.060. WSR 96-17-013, § 136-12-080, filed 8/12/96, effective 9/12/96. Statutory Authority: RCW 36.78.080. WSR 90-07-074 (Order 74), § 136-12-080, filed 3/21/90, effective 4/21/90; Order 13, § 136-12-080, filed 12/26/69.]

Chapter 136-18 WAC

STANDARDS OF GOOD PRACTICE—CONSTRUCTION BY COUNTY FORCES

Chapter Listing

WAC Sections

136-18-010 Purpose and authority.
136-18-020 Definitions.
136-18-030 Authorization of construction by county forces projects.
136-18-035 Special construction by county forces limit for electrical and traffic control projects.
136-18-060 Construction by county forces project records.
136-18-064 Preconstruction publication requirements.
~~136-18-070 Special reporting construction by county forces project to the county road administration board.~~
136-18-080 Review of construction by county forces compliance by the county road administration board.
136-18-085 Determination of construction by county forces compliance by the county road administration board.
136-18-090 Action on construction by county forces compliance by the county road administration board.

DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER

136-18-040 Location of projects. [Order 27, § 136-18-040, filed 1/27/76.] Repealed by WSR 79-01-098 (
35), filed 1/3/79. Statutory Authority: Chapter 36.78 RCW.

136-18-050 Construction limitations. [Statutory Authority: Chapter 36.78 RCW. WSR 79-01-098 (Order 136-18-050, filed 1/3/79; Order 27, § 136-18-050, filed 1/27/76.] Repealed by WSR 80-16-0
39), filed 10/29/80. Statutory Authority: Chapter 36.78 RCW.

136-18-010
Purpose and authority.

Chapter 36.77 RCW provides for the construction and improvement of county roads by contract, by construction by county forces or by a combination of construction by county forces and contract. The purpose of this standard of good practice is to assure that all construction by county forces construction work is accomplished within statutory limitations.
[Statutory Authority: Chapter 36.78 RCW. WSR 09-23-044, § 136-18-010, filed 11/9/09, effective 12/10/09. Statutory Authority: Chapter 36.79 RCW. WSR 99-01-021, § 136-18-010, filed 12/7/98, effective 1/7/99. Statutory Authority: RCW 36.78.070 and 36.79.060. WSR 96-17-013, § 136-18-010, filed 8/12/96, effective 9/12/96. Statutory Authority: Chapter 36.78 RCW. WSR 80-16-019 (Order 39), § 136-18-010, filed 10/29/80; Order 27, § 136-18-010, filed 1/27/76.]

136-18-020
Definitions.

For purposes of implementing statutory requirements relative to construction by county forces, the following definitions shall apply:

(1) Construction - The building of a new road facility or improvement of an existing facility to a higher geometric or structural standard.

(2) Construction by county forces - Construction work performed by personnel carried on the county payroll using county owned, leased or rented equipment.

(3) Authorization date - The date that construction is authorized.

(4) Start of construction - The date that construction work commences.

(5) End of construction - The date that construction work is completed.

(6) Completion date - The date on which a county road project is closed in the accounting records.

(7) Estimated construction costs - The county engineer's estimate of the cost of contemplated construction work, not including preliminary engineering and right of way acquisition costs.

(8) Estimated project costs - The county engineer's estimate of the cost of engineering, right of way acquisition, and construction.

(9) True and complete construction costs - The accounting record of all construction costs attributed to a county road project from the authorization date to the completion date.

(10) True and complete project costs - The accounting record of all engineering, right of way acquisition, and construction costs attributed to a county road project from the authorization date to the completion date.

(11) Construction by county forces road project - Construction by county forces authorized by action of the county legislative authority in those counties where a cumulative dollar limit applies to all construction by county forces.

[Statutory Authority: Chapter 36.78 RCW. WSR 09-23-044, § 136-18-020, filed 11/9/09, effective 12/10/09. Statutory Authority: Chapter 36.79 RCW and SSB 5733. WSR 01-24-074, § 136-18-020, filed 12/3/01, effective 1/3/02. Statutory Authority: RCW 36.78.070 and 36.79.060. WSR 96-17-013, § 136-18-020, filed 8/12/96, effective 9/12/96. Statutory Authority: Chapter 36.78 RCW. WSR 80-16-019 (Order 39), § 136-18-020, filed 10/29/80; WSR 79-01-098 (Order 35), § 136-18-020, filed 1/3/79; Order 27, § 136-18-020, filed 1/27/76.]

136-18-030
Authorization of construction by county forces projects.

Every proposed construction by county forces road project shall be a part of the county's annual construction program as defined in RCW 36.81.130 and WAC 136-16-020. Additions to the program, and/or substitutions in the program, may be made by unanimous action of the county legislative authority at any time as provided in RCW 36.81.130. No construction work shall be done on any project until it has been authorized by resolution of said authority. The resolution shall include:

(1) A brief description of the project;

(2) A vicinity map showing the location of the project and its limits, provided that in lieu of individual vicinity maps, a single vicinity map showing the location of all projects may be included with the resolution adopting the annual program;

(3) Identification of the project in terms of the officially adopted annual program;

(4) The county engineer's estimate of construction costs prepared pursuant to the completion of such preliminary engineering; and

(5) Construction plans as shall be necessary and sufficient.

[Statutory Authority: Chapter 36.78 RCW. WSR 09-23-044, § 136-18-030, filed 11/9/09, effective 12/10/09. Statutory Authority: Chapter 36.79 RCW. WSR 99-01-021, § 136-18-030, filed 12/7/98, effective 1/7/99. Statutory Authority: RCW 36.78.070 and 36.79.060. WSR 96-17-013, § 136-18-030, filed 8/12/96, effective 9/12/96. Statutory Authority: Chapter 36.78 RCW. WSR 80-16-019 (Order 39), § 136-18-030, filed 10/29/80; WSR 79-01-098 (Order 35), § 136-18-030, filed 1/3/79; Order 27, § 136-18-030, filed 1/27/76.]

136-18-035
Special construction by county forces limit for electrical and traffic control projects.

Projects that consist of electrical and traffic control work are subject to the specific construction by county forces limits as set forth in RCW 36.77.065.

[Statutory Authority: Chapter 36.78 RCW. WSR 09-23-044, § 136-18-035, filed 11/9/09, effective 12/10/09. Statutory Authority: Chapter 36.79 RCW. WSR 99-01-021, § 136-18-035, filed 12/7/98, effective 1/7/99.]

136-18-060
Construction by county forces project records.

All construction by county forces project cost records shall be kept in the manner prescribed by the BARS manual. Records of quantities shall be kept in a manner consistent with original project estimates. The project records shall contain, but shall not be limited to, the following:

(1) Dated authorizing resolution;

(2) Vicinity map showing project location and limits;

(3) County engineer's estimate;

(4) Affidavit of preconstruction publication required by RCW 36.77.070;

(5) Documentation of start and end of construction dates;

(6) Affidavit of post-construction publication showing true and complete project cost as required by RCW 36.77.070.

[Statutory Authority: Chapter 36.78 RCW. WSR 09-23-044, § 136-18-060, filed 11/9/09, effective 12/10/09. Statutory Authority: Chapter 36.79 RCW. WSR 99-01-021, § 136-18-060, filed 12/7/98, effective 1/7/99. Statutory Authority: RCW 36.78.070 and 36.79.060. WSR 96-17-013, § 136-18-060, filed 8/12/96, effective 9/12/96. Statutory Authority: Chapter 36.78 RCW. WSR 79-01-098 (Order 35), § 136-18-060, filed 1/3/79; Order 27, § 136-18-060, filed 1/27/76.]

136-18-064
Preconstruction publication requirements.

The preconstruction publication required by RCW 36.77.070 may be made at any time subsequent to the adoption of the annual road construction program by the county legislative authority, but no later than the commencement of construction by county forces on the project or projects. The publication shall include a brief description of each project and the county engineer's estimate of each project cost showing right of way acquisition, preliminary engineering, contract work (if any) and work by construction by county forces.
[Statutory Authority: Chapter 36.78 RCW. WSR 09-23-044, § 136-18-064, filed 11/9/09, effective 12/10/09; WSR 85-11-054 (Order 59), § 136-18-064, filed 5/17/85.]

~~136-18-070~~
~~Special reporting construction by county forces project to the county road administration board.~~

~~Each county engineer shall submit to the county road administration board a copy of each resolution authorizing a special reporting construction by county forces road project whose estimated construction cost exceeds seventy-five percent of the construction by county forces limit. Upon completion of each of these projects, or no later than March 1st of the succeeding year, the county engineer shall furnish to the county road administration board a copy of the record of true and complete construction costs. On any project where true and complete construction costs have exceeded the statutory construction by county forces limit, the county engineer shall also provide to the county road administration board an explanation of the circumstances resulting in such over-expenditure.~~
~~[Statutory Authority: Chapter 36.78 RCW. WSR 09-23-044, § 136-18-070, filed 11/9/09, effective 12/10/09. Statutory Authority: Chapter 36.79 RCW. WSR 99-01-021, § 136-18-070, filed 12/7/98, effective 1/7/99. Statutory Authority: RCW 36.78.070 and 36.79.060. WSR 96-17-013, § 136-18-070, filed 8/12/96, effective 9/12/96. Statutory Authority: Chapter 36.78 RCW. WSR 80-16-019 (Order 39), § 136-18-070, filed 10/29/80; WSR 79-01-098 (Order 35), § 136-18-070, filed 1/3/79; Order 27, § 136-18-070, filed 1/27/76.]~~

136-18-080
Review of construction by county forces compliance by the county road administration board.

The executive director of the county road administration board shall have authority to investigate cases of apparent violations of construction by county forces limits and prepare a listing of all such projects for which actual expenditures have exceeded the statutory construction by county forces limit during the previous calendar year for review by the county road administration board at its second regular meeting of each calendar year.

[Statutory Authority: Chapter 36.78 RCW. WSR 09-23-044, § 136-18-080, filed 11/9/09, effective 12/10/09. Statutory Authority: Chapter 36.79 RCW. WSR 99-01-021, § 136-18-080, filed 12/7/98, effective 1/7/99. Statutory Authority: RCW 36.78.070 and 36.79.060. WSR 96-17-013, § 136-18-080, filed 8/12/96, effective 9/12/96. Statutory Authority: Chapter 36.78 RCW. WSR 80-16-019 (Order 39), § 136-18-080, filed 10/29/80; Order 27, § 136-18-080, filed 1/27/76.]

136-18-085
Determination of construction by county forces compliance by the county road administration board.

At its second regular meeting of each calendar year, the county road administration board shall determine if any county has unreasonably exceeded its statutory construction by county forces limit for the preceding calendar year, as indicated in RCW 36.77.065. In determining what is unreasonable, the county road administration board shall consider the following:

(1) Did the county provide prior notification of the possible construction by county forces limit violation in writing to the county road administration board?

(2) What is the amount of the excess construction by county forces expenditure compared to the total annual county road construction expenditure for the same time period?

(3) Are there extenuating circumstances beyond the control of the county that resulted in exceeding the statutory construction by county forces limit?

(4) What is the past record of the county regarding construction by county forces compliance?

[Statutory Authority: Chapter 36.78 RCW. WSR 09-23-044, § 136-18-085, filed 11/9/09, effective 12/10/09. Statutory Authority: Chapter 36.79 RCW. WSR 02-18-019, § 136-18-085, filed 8/22/02, effective 9/22/02.]

136-18-090
Action on construction by county forces compliance by the county road administration board.

Determination by the county road administration board that a violation of RCW 36.77.065 has occurred shall be cause for issuance of a conditional certificate of good practice by the board as specified in WAC 136-04-060 on behalf of the county in which the violation occurred. The first condition of such a conditional certificate of good practice shall be that the county be required, at the next regular or special meeting of the county road administration board, to show cause why a certificate of good practice should not be denied to that county.

[Statutory Authority: Chapter 36.78 RCW. WSR 09-23-044, § 136-18-090, filed 11/9/09, effective 12/10/09. Statutory Authority: Chapter 36.79 RCW. WSR 99-01-021, § 136-18-090, filed 12/7/98, effective 1/7/99. Statutory Authority: RCW 36.78.070 and 36.79.060. WSR 96-17-013, § 136-18-090, filed 8/12/96, effective 9/12/96; Order 27, § 136-18-090, filed 1/27/76.]

Oct 2016 -- CRABoard

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

County Visits

Mason – 8/4
San Juan – 8/9
Okanogan – 9/27 (in Olympia)
Kitsap – 10/11

Other meetings and activities

Traffic Records Committee – 8/1
SAO / Financial Reporting – 8/3, 10/21
Harassment Training (CRAB staff) – 8/11
WSACE Professional Development / Planning – 8/31, 9/14, 9/21, 9/28, 10/12, 10/19
First Aid Training – 9/2, 9/6
FHWA Practical Design (webinar) – 9/15
WA Lean Transformation Conference (Tacoma) – 10/19

Office of the County Engineer Training

3-day training to be held at CRAB, Dec. 6-8, with 12 participants, representing 9 counties, currently planning on attending

Customized training to be held at Lincoln County Public Works (Davenport), Nov. 8 & 9, for Lincoln, Adams, Grant, and Whitman counties, with 12 participants currently planning on attending

Year-end Financial Reporting

RCW 43.09.230 -- Local Government Accounting - annual reports

> "The state auditor shall require from every **local government** financial reports covering the full period of each fiscal year, in accordance with the forms and methods prescribed by the state auditor ... Such reports shall be prepared, certified, and filed with the state auditor within one hundred fifty days after the close of each fiscal year."

RCW 36.75.260 -- Annual report to secretary of transportation.

> "Each **county** legislative authority shall on or before May 31st of each year submit such records and reports to the secretary of transportation, on forms furnished by the department, as are necessary to enable the secretary to compile an annual report on county highway operations."

RCW 35.21.260 -- Streets - Annual report to secretary of transportation.

> "The governing authority of each **city and town** on or before May 31st of each year shall submit such records and reports regarding street operations in the city or town to the secretary of transportation on forms furnished by him or her as are necessary to enable him or her to compile an annual report thereon."

Every year counties provide two versions of year-end county road related financial data to the state (per the statutory references above), consistent with the BARS Manual (Budget, Accounting, and Reporting System):

- To the State Auditor (SAO) -- financial data pertaining to all county functions
- To the Secretary of Transportation (WSDOT) – financial data pertaining only to transportation related functions

Even though CRAB also requires certain financial information as a part of its county compliance reporting, the only comprehensive financial data the counties provide to CRAB directly is a summary of their proposed budget. CRAB has relied entirely on the year-end financial data provided to WSDOT for year-end actual revenues and expenditures for inclusion in the CRAB Annual Report.

Beginning approximately 4 years ago, CRAB began discussions with SAO and WSDOT, due to the following:

> Note: WSAC / WSACE engaged in this topic, with consultant help, approximately 1 year ago

Issue #1:

- Once a county provides financial data to SAO, a review and audit process begins, with adjustments in reported values routinely occurring
- Once a county provides financial data to WSDOT, the data remains static unless the county chooses to submit updates, which rarely happens

Issue #2:

- SAO regularly updates the BARS Manual, including additions, deletions, and amendments to BARS codes and code descriptions
- For many years WSDOT had not updated the BARS codes required for reporting, until updated this year

Issue #3:

- While the County Auditor provides SAO the counties official financial data, it is most likely that Public Works staff submits financial data to WSDOT
- A number of counties operate two financial systems --- one in Public Works and one for the overall county
- Even though the bottom-line generally agrees between the two county financial systems, these two systems generally offer a differing level of detail that is reported to SAO versus WSDOT

Issue #4:

- Every year CRAB has had to closely review the WSDOT compiled data in order to extract Road Fund financial activity versus overall county transportation activity
- Because of issues #1, #2, & #3, available summary reports from SAO and WSDOT data rarely agree

Solution --- (likely to be implemented as a part of year-end 2016 financial reporting):

- SAO will collect all financial data and then transfer this data to WSDOT on behalf of all cities and counties
- While this will eliminate duplicate reporting, it will likely require improved communications between Public Works and city/county financial management staff during year-end financial preparation
- Cities and Counties will be required to submit additional details as a part of the their year-end actuals to SAO in order for "transportation" data to be extracted for WSDOT purposes, in order to provide for:
    - Legislative requests of WSDOT for financial data
    - Completion of required summary reports by WSDOT for FHWA
- As a part of year-end actuals to SAO, counties will be required to submit additional details in order to ensure all Road Fund details are available for CRAB purposes

County Engineers' and Public Works Directors' Desk Manual

The October 2016 update to the Desk Manual was released the last week of September

CRABoard Presentation
– general overview of the format, content, and recommended use