



AGENDA

County Road Administration Board
April 19-20, 2018
CRAB Office - Olympia Washington

Thursday 1:00 pm

1 Call to Order

2 Chair's Report - Brian Stacy, PE

- A. Approve April 19-20, 2018 Agenda
- B. Approve Minutes of February 1-2, 2018 CRABoard Meeting

Action	Enclosure
Action	Enclosure

3 County Ferry Capital Improvement Program - Jeff Mosen, PE

Action	Enclosure
--------	-----------

4 Rural Arterial Program - Randy Hart, PE

- A. Program Status Report
- B. RATA Fund Usage History
- C. Project Actions Taken by Staff
- D. Resolution 2018-002 Apportion RATA Revenues to Regions
- E. Resolution 2018-003 Allocate Estimated Revenue to Projects
- F. Project Requests
 - 1. Jefferson County
 - 2. Lincoln County

Info	Enclosure
Info	Enclosure
Info	Enclosure
Action	Enclosure
Action	Enclosure

Action	Enclosure
Action	Enclosure

5 WSACE Report - Gary Rowe, PE

Info	
------	--

6 Director's Report - John Koster

- A. CRABoard Positions
- B. WSACE Award Nominations
- C. Current Budget Status/Supplemental Budget
- D. CRAB Staff Updates

Info	Enclosure
Info	Enclosure
Info	Enclosure
Info	Enclosure

7 Compliance Report - Derek Pohle, PE

Info	Enclosure
------	-----------

8 Resolution 2018-004 Annual Certification - John Koster

Action	
--------	--

9 Deputy Director's Report - Walt Olsen

- A. County Engineers/PWD Status
- B. County Visits Completed Since January 2018
- C. County Audits
- D. Other Activities

Info	Enclosure
Info	Enclosure
Info	Enclosure
Info	Enclosure

RECESS

6:00 pm Dinner at Fujiyama

Friday 8:30 am

10 Call to Order

11 Division Reports

- A. IT Division Manager - Eric Hagenlock
- B. Design Systems Manager - Jim Ayres, PE
- C. Intergovernmental Policy Manager - Jeff Monsen, PE

Info	Enclosure
Info	
Info	Enclosure

12 Possible Executive Session

ADJOURN

Chair's Signature: _____

Attest: _____

Minutes
County Road Administration Board
February 1-2, 2018
CRAB Office – Olympia, Washington

Members Present: Brian Stacy, PE, Pierce County Engineer, Chair
Rob Coffman, Lincoln County Commissioner, Vice-Chair
Andrew Woods, PE, Columbia County Engineer, Second Vice-Chair
Al French, Spokane County Commissioner
Lisa Janicki, Skagit County Commissioner
Bob Koch, Franklin County Commissioner
Kathy Lambert, King County Council Member
Helen Price Johnson, Island County Commissioner
Mark Storey, PE, Whitman County Engineer

Staff Present: John Koster, Executive Director
Walt Olsen, PE, Deputy Director
Jeff Monsen, PE, Intergovernmental Policy Manager
Randy Hart, PE, Grant Programs Manager
Derek Pohle, PE, Compliance & Data Analysis Manager
Eric Hagenlock, IT Manager
Karen Pendleton, Executive Assistant
Rhonda Mayner, Secretary
**Jim Ayres, Design Systems Manager
**Jim Oyler, Systems Support Specialist
**Mike Clark, Road Systems Inventory Manager
**Kathy O'Shea, Database Development Specialist

Guests: *Chad Johnson, DES, Budget Analyst
*Paul Randall-Grutter, Skagit County Engineer
*Dan Berentson, Skagit County Public Works Director
*Rachel Rowe, Skagit County, Ferry Division Manager
*Bob Moorhead, former CRAB staff member
**Gary Rowe, WSACE Managing Director
**Matt Balder, Thurston County
**Theresa Parsons, PE, Thurston County
**Randy Evans, Thurston County

**Present February 1, 2018 only*

***Present February 2, 2018 only*

CALL TO ORDER

Chair Stacy called the meeting to order at 1:00 p.m.

He requested that cell phones be silenced and that guests please sign in. He noted that although three Board members have not yet arrived, there is a quorum present, and any scheduled action items may proceed to a vote.

CHAIR'S REPORT

Approve February 1-2, 2018 Agenda

Vice-Chair Coffman moved and Commissioner Koch seconded to approve the agenda as presented. **Motion carried unanimously.**

Approve Minutes of October 26-27, 2017 CRABoard Meeting

Commissioner Janicki moved and Vice-Chair Coffman seconded to approve the minutes of the October 26-27, 2017 CRABoard Meeting. **Motion carried unanimously.**

Approve Minutes of November 15, 2017 Special CRABoard Meeting

Mr. Storey moved and Second Vice-Chair Woods seconded to approve the minutes of the November 15, 2017 Special CRABoard Meeting. **Motion carried unanimously.**

EXECUTIVE DIRECTOR'S REPORT

Staff Updates

Mr. Koster reported that Mr. Hagenlock was promoted to the position of Information Services Division Manager, effective January 16, 2018. The agency organizational chart has been updated.

2017 Annual Report

Mr. Koster noted that the report has been posted on the CRAB website, e-mailed to all county contacts, and mailed to the legislators and staff on the transportation committees.

Current Budget Status

Mr. Koster reported that CRAB's supplemental budget request was included in the Governor's budget bill. He introduced Mr. Johnson, who reviewed CRAB's current budget status.

Mr. Johnson noted that in this first quarter of the biennium all accounts look strong. The negative variances in salary and benefits are due to the Legislature passing the transportation budget prior to the general fund budget last year. The cost of living raises that staff received on July 1, 2017 were not included in the transportation budget. CRAB's current budget will be increased by those amounts in this year's supplemental budget, resolving the negative variances.

He cautioned that any grant money coming in for the GIS-Mo project will require legislative approval before it can be spent.

He noted that CRAB's supplemental budget request to cover Mr. Monsen's retirement buyout, succession recruitment for Mr. Monsen, and the Human Resources services increase were all included in the Governor's budget bill.

Activities

Mr. Koster reported on his activities since the October 2017 CRABoard Meeting.

INTERGOVERNMENTAL POLICY MANAGER REPORT

County Ferry Capital Improvement Program

Mr. Mosen reported that Skagit County has submitted an application for funding of a new ferry. He noted that the county has narrowed its initial proposal from five options to two all-electric ferry options given in their application.

The next step in the process is the formation of a technical review committee, which will review and evaluate the application. The committee is required to submit a written report, including its recommendations to the Board, no less than 30 days before the April 2018 CRABoard Meeting. At that meeting, the Board will review the report and decide whether to recommend financing the project to the Legislature.

Mr. Randall-Grutter noted that although the initial capital costs for an all-electric vessel are higher due to the need to construct shore-side infrastructure for charging capabilities, the ongoing annual operating costs are projected to be less than those for a diesel vessel, particularly if fuel costs continue to rise. Ms. Rowe noted that there are some possibilities for reducing the \$8 million projected for capital costs. Mr. Berentson noted that only \$300,000 is necessary to extend electrical power transmission to the dock.

Mr. Koster noted that it would be helpful for the review committee to have updated financial plans in order to assist in their deliberation, although he acknowledged the short time-line involved.

Mr. Olsen noted that the chart showing the pro-forma payout schedule through 2042 assumes that this application is approved for the maximum of \$500,000 per year in funding; and that Whatcom County submits a project that is also approved for \$500,000 per year in the next funding cycle. Staff also prepared a chart showing the potential loss of Motor Vehicle Fuel Tax funding to each county should Skagit County's request be approved.

Activities

Mr. Mosen reported on his activities since the October 2017 CRABoard meeting.

He noted that ten participants from nine counties attended the County Engineers' Training held at the CRAB offices December 5-7, 2017. There are five participants from five counties already registered for the May 2018 session. There will be a two-day training held in Snohomish County, probably in early March.

RURAL ARTERIAL PROGRAM

Program Status Report

Mr. Hart reviewed the Rural Arterial Program status report. 1,052 of 1,171 projects have

been completed. Anticipated revenue to the end of the 2017-19 biennium is \$607,022,148. RAP expenditures to date total \$556,301,323. RAP obligations remaining to active projects through the 2017-19 biennium total \$124,724,698. The RATA fund balance as of December 31 was just under \$16.4 million.

He noted that counties are currently submitting their preliminary project prospectuses for the upcoming funding cycle. The approval of the legislature of \$4,844,000 in Connecting Washington funds has raised the estimated statewide RATA revenue to \$45,000,000.

Regional Meetings Update

Mr. Hart reported that meetings were held in November and December in all five regions. Items discussed included rating criteria, RAP and CAPP revenue and project funding forecast for the 2019-21 biennium, the Federal Lands Access Program, RAP Online prospectus submittals, and linking the RAP reimbursement schedule to certified project progress.

Resolution 2018-001 - Apportion RATA Funds to Regions

Mr. Hart presented Resolution 2018-001 - Apportion RATA Funds to Regions, which authorizes the accrued amount of \$5,538,280 deposited to the RATA for November 2017 through January 2018 be apportioned to the regions by the established 2017-2019 biennium regional percentages after setting aside \$128,978 for administration.

Following questions and discussion, Second Vice-Chair Woods moved and Commissioner Koch seconded to approve Resolution 2018-001 - Apportion RATA Funds to Regions. **Motion carried unanimously.**

Project Request Actions Taken by Staff

Mr. Hart reported that Chelan County has requested a scope change in types and numbers of roadside hazard mitigations from what was claimed in the final prospectus for their Eagle Creek Road project. Because the county found it had less right-of-way available on the project than originally thought, it could remove only three of the original 20 roadside obstructions, and nine of the original 10 mailboxes. Also, an additional culvert end treatment was added to the work. There was no change in total score and the project remained focused on resurfacing.

Staff approved this change. The contract amendment was signed by the county on January 16, 2018 and by Mr. Koster on January 23, 2018.

Mr. Hart noted that Jefferson County is in the process of submitting a request for emergency funding of their Upper Hoh River Road, which washed out in November 2017. This is adjacent to a previous slide funded by the CRABoard in July 2006. This request may be offered by the county for consideration at the April CRABoard meeting.

He also reported that Spokane County is considering using materials that could be excavated from its Bigelow Gulch Road - RAP project 3298-01, on Bigelow Gulch Road

4 - RAP project 3207-01, and asked CRAB staff if this would be acceptable. Staff noted it is not in CRAB's purview to approve the construction method, but requested the county submit the plan in writing. Staff could not assure the county that payment for extracted materials from 3298-01 could be reimbursed until 2021, in keeping with that project's construction reimbursement schedule. No further communication has occurred. This would not require official action from CRAB, but documentation would be obtained for project files.

Commissioner French joined the meeting at 2:10 pm.

Council Member Lambert joined the meeting at 2:17 pm.

Whitman County Project Request

Mr. Hart reported that Whitman County has requested an additional construction time extension for their Almota Road 4 project. The project faces lapsing on March 16, 2018, after already receiving a two-year construction time extension. Over the last two years, the county has encountered extensive right of way negotiations, complications in re-design and increased costs for the project.

He noted that the project was submitted for funding on September 1, 2008, requesting \$2,500,000 in RATA funding. The CRABoard allocated an initial \$866,000 to the project in 2010 and full funding in 2013. The project proposes to widen Almota Road from 24 feet to 28 feet, correct horizontal and vertical alignment deficiencies, mitigate roadside hazards, and resurface. To date, the county has incurred \$184,000 in project costs and received \$165,380.93 in RATA reimbursements.

The original construction lapsing date for Almota Road 4 was March 10, 2016. In 2015 the county requested the project terminus be revised from 8.39 to 7.96, in order to improve the vertical curve at that location, and also requested a time extension of two years to accomplish the additional associated design. These requests were granted, setting the new lapsing date to March 16, 2018.

With the additional design required for flattening the vertical curve, the county has found right of way acquisition extremely difficult. The property owners are requesting a great deal of fill on their properties to be able to continue farming the land adjacent to the road. This has required the design of many of the taller steep slopes to be graded to 3:1 or flatter. The complications to the overall grading plan, including transitions and acquisition zones, and associated costs, have increased greatly. Whitman County Commissioners have stated they have no desire to follow the path of Eminent Domain at this time.

The county has recently gained verbal approval of the proposed design from the property owners. The county is now pursuing the final design and right-of-way plans and believes it will be in a position to advertise and award the project in summer or early fall of 2018, and therefore requests the lapsing date be extended to December 31, 2018.

The improvements to Almota Road Phase 4 will be constructed to match Phases 1 and 2, and the future Phase 3. Whitman County Public Works and the Board of County Commissioners find that the project is still necessary, is in the best interest of the citizens of the county and fulfills continued improvement on this important local and regional transportation route.

The CRABoard must decide either to withdraw the Almota Road 4 project from RATA funding if construction does not commence by March 16, 2018, requiring the county to reimburse \$165,380.93 in RATA funds paid, or to grant an additional time extension for the project.

Staff finds that the county has diligently pursued the project, using \$7,500 in county funds to accomplish design of the project; that the proposed improvements will address structural deficiencies caused by heavy farm to market haul traffic, improve horizontal alignment and steep grades and eliminate roadside hazards; that the county has submitted the request for an additional time extension in a timely manner, well in advance of actual project lapsing; and that an extension would support CRAB's commitment to public safety, health and general welfare.

Staff recommends an additional extension to December 31, 2018, which will allow the county to pursue construction of needed improvements to Almota Road 4.

Mr. Storey provided further information, and then recused himself from discussion and voting on the request.

The general consensus of the Board was to grant the county a longer extension than requested. They also agreed that they would encourage the county to not rule out the path of eminent domain as one of the tools at their disposal, should any of the property owners involved continue to be uncooperative.

Following discussion, Second Vice-Chair Woods moved and Commissioner Janicki seconded to approve Whitman County's request for an additional construction time extension to June 30, 2019, for the Almota Road 4 project. **Motion passed unanimously**, with Mr. Storey recused.

Chair Stacy called for a brief recess.

Commissioner Price-Johnson joined the meeting at 2:53 pm.

COMPLIANCE AND DATA ANALYSIS MANAGER'S REPORT

Mr. Pohle noted that Mason County appointed John Huestis, PE, as County Engineer on December 13, 2017.

He reported that all 39 counties submitted the seven annual reports due to CRAB by December 31 in the CARS (CRAB Annual Reporting System).

He reminded the Board that all counties are required to have responded to and/or processed at least 90% of the county road collision reports submitted to them for coding by December 31 of each year. For 2017, 37 counties were compliant as required, with the other two being very close and considered to be in reasonable compliance. The issue for these two counties relates to how the WSDOT program reacts to a “not my jurisdiction” response from the county.

In regards to Thurston County’s actions regarding traffic law enforcement expenditures, Mr. Pohle reported that the County did, before the January 1, 2018 deadline, transmit budget information and Resolutions intended to show proof of commitment to become fully compliant. On January 3, staff met with Thurston County representatives to review and ask questions regarding the materials submitted and request written clarifications and follow-up documents. On January 11, Thurston County submitted the requested supplementary information which, when added to the previously supplied documents, satisfied staff that Thurston County has presented sufficient and definitive proof of their commitment to comply with 36.79.140 in 2018.

Mr. Pohle reported that in October 2017 the newly-appointed Lewis County Engineer discovered some inconsistencies in the county’s internal process of diversion of road levy for traffic law enforcement, and reported his findings to CRAB. On October 25 Mr. Pohle visited Lewis County to meet with Public Works and other county officials to discuss the issues.

The county was collecting the road levy and depositing all of it in the Road Fund, but only showing revenue to the Road Fund in an amount minus the anticipated ‘diversion’. The Road Fund budget did not reflect total revenue nor the transfer of the funds for Traffic Law Enforcement. Quarterly, the county was transferring 25% of the ‘diversion’ amount from the Road Fund to a specific and identifiable account in the Current Expense Fund designated to receive diverted road levy. The County Engineer was signing an acknowledgement of the transfer. The county was expending the transferred road levy for traffic law enforcement, and certifying annually to CRAB that the county was doing a statutory diversion per RCW 36.33.220 on both the Road Levy Certification and the Certification for Traffic Law Enforcement Expenditures.

In essence, the County was utilizing a process that was a hybrid of statutory Diversion and Operating Transfer, and NOT meeting the statutory and compliance requirements of either process. Research determined that this had been going on since 1998 when a new financial system was implemented in the Treasurer’s Office. This system was unable to handle the statutory requirements of diversion, intercept a designated amount of collected road levy and divert it to Current Expense **before** being deposited in the Road Fund.

The County agreed and committed to immediately pursue mitigation of the past practice, choose a legal method, retroactively implement that method for 2017 and correct all processes and documentation, and implement a legal method for 2018 and

beyond. The County has chosen to use the Operating Transfer method for 2017, and a combination of levy shift and operating transfer in 2018 and beyond.

He reported on his activities since the October 2017 CRABoard meeting.

He noted that as of 3:30 pm, 38 of the 39 counties have submitted the Road Levy Certification that is due today. Staff has noticed a trend to larger “diversions”, and estimates that approximately \$60 million has been diverted away from the counties’ Road Funds in some manner in the last year.

DEPUTY DIRECTOR’S REPORT

County Engineers/Public Works Directors

Mr. Olsen noted that on December 12, 2017, Mason County appointed John Huestis, PE, as County Engineer, effective December 12, 2017, after the resignation of County Engineer Melissa McFadden, PE.

He noted that Skamania County Engineer Tim Homann, PE, is retiring at the end of February, and Public Works Director Larry Douglass is retiring soon as well. The county has advertised for both positions.

County Visits completed since October 2017

Mr. Olsen noted visits to Thurston, Kittitas, Douglas, Adams, Whitman, Asotin, Garfield, Franklin, Lincoln, Skamania, and Mason Counties. 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 15 audit reports representing 13 counties since the October 2017 Board meeting. Two audits contained a total of five findings issued and none involved County Road Funds in some form. Any audits with county name in bold print revealed substantive findings involving County Road Funds, specifically:

2016 Audits

Report #	Entity/Description	Report Type	Audit Period	Date Released	New?	Co. Rd?	Prev?	Status
1020390	Pacific County	Accountability	01/01/2015 to 12/31/2016	1/18/2017				
1020506	Kitsap County	Accountability	01/01/2016 to 12/31/2016	12/28/2017				
1020189	Adams County	Accountability	01/01/2016 to 12/31/2016	12/18/2017				
1020356	Asotin County	Financial	01/01/2016 to 12/31/2016	12/18/2017				
1020399	Garfield County	Accountability	01/01/2015 to 12/31/2016	12/18/2017				
1020400	Garfield County	Financial	01/01/2015 to 12/31/2016	12/18/2017				
1020183	Okanogan County	Accountability	01/01/2016 to 12/31/2016	11/20/2017	1	N		
1020147	Mason County	Accountability	01/01/2016 to 12/31/2016	11/16/2017	1	N	2	NCR
1020194	Lincoln County	Accountability	01/01/2015 to 12/31/2016	11/16/2017				
1020163	Kittitas County	Accountability	01/01/2016 to 12/31/2016	11/13/2017				
1020094	Pend Oreille County	Accountability	01/01/2016 to 12/31/2016	11/2/2017				
1020133	Cowlitz County	Accountability	01/01/2016 to 12/31/2016	11/2/2017				
1020039	Columbia County	Financial	01/01/2016 to 12/31/2016	10/30/2017				
1020042	Columbia County	Accountability	01/01/2015 to 12/31/2016	10/30/2017			1	NCR
1019865	Island County	Accountability	01/01/2016 to 12/31/2016	10/26/2017				
TOTAL					2		3	

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

Council Member Lambert asked if there are any specific areas that recent audits seem to be focusing on. Mr. Pohle noted that the use of restricted funds and whether a county is following its own financial processes seem to be two trends. Commissioner Koch said he has seen an increase in the SAO conducting random tests of vendor verifications.

Activities

Mr. Olsen reviewed a list of his activities since the October 2017 CRABoard meeting.

Chair Stacy recessed the meeting at 3:46 p.m. The meeting will reconvene February 2, 2018 at 8:30 a.m.

**County Road Administration Board
Friday, February 2, 2018**

CALL TO ORDER

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

WSACE UPDATE

Mr. Rowe noted that the annual Professional Development Conference will be February 7-9 in Cle Elum. The East and West Roundtable Meetings will be held in mid-March. The National Association of County Engineers Conference will be held in the Wisconsin Dells April 22-26. The annual WSACE Conference will be June 5-7 at the Alderbrook Resort in Union.

He reported that the association is focusing their study grant funds on culvert inventory systems and road safety issues.

Mr. Rowe reported on bills and issues currently being considered in the Legislature that are of interest to the counties.

He announced that he plans to retire immediately following the WSACE Conference in June. He presented a letter to Mr. Koster detailing his challenges over the years with raising the priority level of road issues in WSAC, and suggested that the CRABoard and staff take a more proactive role in this in the future.

STAFF REPORTS

IT Manager

Mr. Hagenlock reported on the status of the GIS-Mo project, noting that staff has signed a funding agreement with WSACE for \$125,000 and submitted a grant application for \$400,000 to the WTSC. The next steps are to complete the OCIO IT Preliminary Project Assessment Tool and the Sole Source Justification.

He noted that while staff continues to plan for the migration of the agency's servers to WATech, there is a bill before the House that would make the move optional rather than mandatory. Currently, the migration is required by June 30, 2019.

Mr. Hagenlock presented a brief outline of some of the improvements planned for the agency website. The new site will be more responsive, accessible across all mobile platforms, contain a Content Management System and more responsive search tool, and be easier to navigate than the current site. Several staff members will have the ability to post and maintain specific content on the site, which will keep information more current and dynamic.

He reported that staff is reviewing the state's OCIO policies, and bringing CRAB's internal IT policies into compliance.

Design Systems

Mr. Ayres reported on the Road Design Conference held November 1-3, 2017, in Chelan. There were 87 participants from 29 counties in attendance. He announced that Thurston County won the Annual Project Design Award, and presented the plaque and certificate to Mr. Balder, Mr. Evans, and Ms. Parsons.

He noted several training sessions scheduled in the CRAB offices in the coming months.

He reported on the progress of the agency's declaration of the Lead Applicant for the new FAA Integration Pilot Program (IPP). The IPP is an opportunity for governmental agencies to partner with private sector entities to accelerate safe Unmanned Aerial Systems integration. He explained that the IPP aims to accomplish operations for research including advancing beyond line-of-sight flight, night operations, and flying over human beings.

Mr. Oyler gave a brief demonstration of the new website prototype.

Chair Stacy adjourned the CRABoard meeting at 9:45 a.m.

Chair

Attest

2018
COUNTY FERRY CAPITAL IMPROVEMENT PROGRAM (CFCIP)

SKAGIT COUNTY FUNDING REQUEST

APPLICATION REVIEW AND RECOMMENDATION REPORT
County Road Administration Board (CRAB)

	<u>Page #</u>
Background	1
Technical Committee Meeting #1	3
Technical Committee Meeting #2	7
April CRAB Board Meeting	x
July CRAB Board Meeting	x
Summary of Recommendation to the State Legislature	x

Background:

Because of concern that some of the county ferry system vessels were operating well past their useful life and the counties did not have the resources to replace them, the 1988 State Legislature directed County Road Administration Board and WSDOT to prepare the "County Ferry Systems Capital Improvement Needs" report for the Legislative Transportation Committee by December 1990. This report resulted in legislative adoption of RCW 47.56.725 (4), which states:

"The county road administration board may evaluate requests by Pierce, Skagit, Wahkiakum, and Whatcom counties for county ferry capital improvement funds. The board shall evaluate the requests and, if approved by a majority of the board, submit the requests to the legislature for funding out of the amounts available under RCW 46.68.090(2)(h). Any county making a request under this subsection shall first seek funding through the public works trust fund, or any other available revenue source, where appropriate."

County Road Administration Board developed Washington Administrative Code (WAC) rules to accommodate this allowable process in November of 1991, later amended in April 2008. Key points of the WAC 136-400 rules are:

WAC 136-400-040: Once every four years CRAB may issue a call for projects, with 2017 being one of those years a call for projects was issue by CRAB at the April Board meeting.

WAC 136-400-050: Upon a call for projects, interested counties must submit a project application no later than December 31, 2017. The project application must include:

- (1) Project description and scope;
- (2) Engineering drawings accurately describing the complete project;

- (3) Engineering analysis and cost estimate;
- (4) Evidence the applicant first sought funding through the public works trust fund or any other available revenue source; and
- (5) Comprehensive project financial plan including match funding amounts and sources as required by WAC 136-400-065 and amortization and cash flow schedules.

WAC 136-400-060 (1) & (2): Should one or more applications be received, CRAB will form a Technical Review Committee in order to review the project funding proposals, with the Technical review Committee will be comprised of:

- (a) Executive director of the county road administration board;
- (b) Washington state department of transportation highways and local programs director;
- (c) A Washington state department of transportation marine engineer;
- (d) One public works department representative from each of the WAC 136-400-010 named counties, each of whom shall serve as an ex officio, nonvoting member of the technical review committee.

WAC 136-400-060 (3) & (4): The Technical Review Committee will ensure that the application:

- (a) Meet the applicable statutes and the standards of this chapter;
- (b) Adhere to commonly held engineering practices and cost effectiveness; and
- (c) Are complete and meet the project application requirements listed in WAC 136-400-050, including evidence the applicant first sought funding through the public works trust fund, or other available revenue source.

And, develop a report that provides:

- (a) A project summary;
- (b) A committee evaluation; and
- (c) A committee recommendation based upon WAC 136-400-065 guidance and including any additional or clarifying terms established by the county road administration board's call for projects.

WAC 136-400-070: The County Road Administration Board will review project applications, along with the recommendations of the technical review committee, at its regular spring meeting:

- (2) At that time, the county road administration board may approve, deny, or return the application to the technical review committee for further review.
- (3) If the county road administration board returns the application to the technical review committee, the board may develop supplemental questions and criteria for the technical review committee to address.
- (4) Final action by the county road administration board on project applications must occur no later than at the next regularly scheduled summer meeting following project application deadline.

WAC 136-400-080 details how the request receives funding by the legislature.

County ferry capital improvement project requests approved by the county road administration board shall be submitted to the legislature for funding out of amounts available under RCW 46.68.090 (2)(h) as part of the biennial or supplemental budget request of the county road administration board.

Skagit County CFCIP Request:

Under WAC 136-400-050, Skagit County has requested CRAB accept their application, dated December 29, 2017, for CFCIP funds, for a new (replacement) auto ferry serving Guemes Island, and to submit a request for funding to the state legislature during the 2019 session.

TOTAL PROJECT COST: (estimated)	\$24,589,000 - Plug-in Hybrid, or \$25,723,000 - All Electric
--	--

SOURCES OF FUNDING

CFCIP	\$10,000,000
Skagit County Ferry District	5% - 30%
Skagit County and Other	balance of need

Technical Review Committee Meeting #1, February 14, 2018, CRAB office:

Members Present: John Koster, Executive Director, CRAB
Ali Motevaselani, WSDOT Ferries
Paul Randall-Grutter, Skagit County Engineer
Christina Schoenfelder, Whatcom County

Staff Present: Walt Olsen, Deputy Director, CRAB
Jeff Mosen, Intergovernmental Policy Manager, CRAB
Rhonda Mayner, Administrative Secretary, CRAB
Jim Mickel, Skagit County Public Works Comptroller

Guests: William Moon, Glosten
Jeff Rider, Glosten

Members Absent: Brian Stacy / Lauren Behm, Pierce County
Paul Lacy, Wahkiakum County
Kyle McKeon, WSDOT H&LP

CALL TO ORDER: Mr. Koster called the meeting to order at 10:10 am.

Background

Mr. Olsen noted that Skagit County has narrowed their initial proposal for the Guemes Island Ferry that listed five propulsion options to two; an all-electric vessel and a plug-in hybrid. He then outlined the program requirements under RCW 47.56.725(4) and WAC 136-400 for the funding program. The maximum contribution is \$10,000,000 per project and \$500,000 per year to one county.

He outlined the committee schedule, noting that a written report is due to the County Road Administration Board by March 21, 2018. The Board will review the report at their April 19, 2018 meeting, and may act on it at that time, or request further information. The Board must act at their meeting on July 26, 2018. If approved, the Board would then put the financial request in CRAB's budget submittal for the 2019-21 biennium. The final decision on funding would then be made by the Legislature in the 2019 session.

Mr. Mosen noted that the process is somewhat convoluted, but that is due to the nature of the

funding. If approved, the money comes off the top of all of the counties' share of the motor vehicle fuel tax; it is not a typical grant process.

Mr. Randall-Grutter noted that the Anacortes dock that would require some modifications is located on land leased from the Department of Natural Resources. The county owns the parking lot and approach areas.

Vessel Design

Mr. Moon reported that the proposed vessel is slightly wider and much longer than the existing vessel, and would raise the capacity from 21 vehicles and 100 passengers to 32 vehicles and 150 passengers. Minor changes will be made to the terminals to accommodate the longer vessel if needed. He noted that the county intends to continue the current two-round-trips per hour schedule of the half-mile crossing.

The proposed vessel will have a steel hull and aluminum deck house, and is designed for a 40-year life.

Mr. Moon noted that the channel frequently shows a current of four to five knots, requiring low—speed thrusters to dock the vessel and hold it in place on shore during transfers.

He reported that studies have shown a steady increase in both vehicle and pedestrian ridership over the last 35 years as Guemes Island has shifted from a vacation to a bedroom community.

Mr. Olsen asked how often the current vessel is full, requiring riders to wait for the next sailing. Mr. Moon said about 30% of the time, particularly in the summer.

In addition to shore-side improvements for the charging system, the proposal would change the aprons to allow simultaneous pedestrian and vehicle loading and unloading. Mr. Moon noted that a new ticketing system will also be needed to further speed the process. The existing dolphins will not require modification, but new fenders will be necessary.

Propulsion Systems

Mr. Rider outlined the two propulsion options. An all-electric vessel would have generators on the shore, with two independent electric motors on the vessel. Advantages would be low emissions, very little noise, low maintenance, and no need to purchase or store diesel fuel. Disadvantages include the higher cost of shore-side infrastructure needs and a more limited vessel range.

The plug-in hybrid would have generators on board. It would offer the same advantages as the all-electric option as well as a lower cost for shore-side infrastructure. The construction cost of the vessel would be higher.

He reported that they are considering an automatic charging system on the Anacortes dock, eliminating the need to have an additional employee on site to plug the vessel in as well as eliminating large cords running through the area. The cost to install a charging system on the island dock as well would be prohibitive. The batteries and charging system will be sized to accommodate peak demand conditions.

The system would experience a 20-30 % drawdown per round trip. The batteries are estimated to have an eight year life. Mr. Rider noted that the cost of batteries has been declining as new technologies are developed.

Mr. Mickel reported that the county is exploring grant programs for funding for the shore-side infrastructure needs.

Mr. Moon went over several different capital cost estimates, noting that the higher capital costs for these options is more than offset by the savings in operating costs.

Mr. Olsen thanked Mr. Moon and Mr. Rider for their report. He noted that the application covers the required engineering aspects. The remaining question is that of funding for the proposed project.

Funding

Mr. Randall-Grutter noted the possibility of funding through Results Washington, and reported that the county would be meeting with them on February 15. The county also plans to request \$6,000,000 in capital funding from the legislature in the next biennium.

Note: After the conclusion of this meeting, Skagit County informed CRAB that the above grant request was for \$1,200,000, not \$6,000,000.

Mr. Mickel reported that the county anticipates both forming a Ferry District and imposing a surcharge, as well as a rate increase. He stated that the Board of County Commissioners is committed to qualifying for the maximum reimbursement \$10,000,000 from the CFCIP, which requires that a Ferry District be formed.

Mr. Mickel noted that the county is assuming they will receive significant grant funds, and will be taking out a \$25,000,000 bond as they are committed to constructing a new vessel. Their hope is to maximize the reimbursement options.

The committee recessed at 12:05 pm for lunch.

The committee reconvened at 1:05 pm.

Mr. Motevaselani asked what the risk of total failure of the electric engines is. Mr. Moon replied that it was less than that of a geared diesel system. He also noted concerns of the crew of the current vessel. Mr. Moon stated that they had interviewed the crew at length and documented their wants and needs.

Mr. Motevaselani also asked whether there was consideration of a locking mechanism that would automatically hold the boat in place at the dock, eliminating the need for powering the vessel into the ferry slip during unloading/loading. Skagit had not considered this in the design process to date, but would pursue investigation of the option.

At this point the committee did not see the need for a future face-to-face meeting. They decided that all future correspondence will be directed to Mr. Monsen, who will then disseminate it among the group.

Mr. Olsen noted that Mr. Randall-Grutter, Mr. Mickel and Mr. Moon should plan to be in attendance at the April 19, 2018 CRABoard meeting when the committee submits its report to the Board.

The minutes of this meeting will be sent to the committee by the end of the week, and a draft of the committee's report will be sent to all members as soon as it is completed.

Mr. Koster adjourned the meeting at 2:00 pm.

Supplemental materials provided to the Committee prior to the meeting

Skagit County's project proposal notebook
Letter from Skagit County clarifying its preferred project scope

Supplemental materials provided to the Committee during the meeting

Summary of the CFCIP (WAC 136-400)
Excerpts from WAC 136-400 pertaining to the Technical Review Committee process
Project description Power Point presented by Glosten during the meeting
Summary of CFCIP process and program financing Power Point presented by Walt Olsen

Supplemental materials provided to the Committee following the meeting

Draft minutes from the February 14th committee meeting
Draft v2 of the CFCIP report
Content of email prepared by Ali Motevaselani, dated Feb 26th

Technical Review Committee Meeting #2, March 7, 2018 -- teleconference:

Members Present: John Koster, CRAB
Ali Motevaselani, WSDOT Ferries
Kyle McKeon , WSDOT Local Programs
Paul Randall-Grutter, Skagit County
Christina Schoenfelder, Whatcom County
Lauren Behm, Pierce County

Staff Present: Walt Olsen, CRAB
Jeff Monsen, CRAB
Dan Berentson, Skagit County
Rachel Rowe, Skagit County
Jim Mickel, Skagit County

Guests: William Moon, Glosten
Jeff Rider, Glosten
David Larsen, Glosten

Members Absent: Paul Lacy, Wahkiakum County

CALL TO ORDER: Mr. Koster called the meeting to order at 1:05 pm.

Mr. Monsen confirmed the names of participants on the conference call. Jeff also reminded the participants of the agenda for the meeting:

1. Answer any follow-up questions that the committee members may have;
2. Get an update from Skagit County on financing plans; and,
3. Develop a Technical Committee recommendation (to be finalized no later than March 21st).

Mr. Koster asked whether there were any follow-up questions or corrections to the February 14th minutes. The committee members were satisfied with the provided information and the minutes.

Mr. Koster then asked Skagit County to provide an update to the financing plan.

Mr. Mickel summarized what the committee had requested: (1) narrow the focus of the financing plan on the preferred option, including an update on the status of outside funding opportunities;

and, (2) provide an update on the status of forming a Ferry District, and the associated collection of an assessment and/or fare surcharge.

Mr. Mickel indicated that additional internal discussions have occurred at Skagit County, but very little has changed from the original proposal. Unfortunately, Skagit's financial consultant (PFM Financial Advisors) are not expected to finish the draft update until next Tuesday (March 13th). The release of the updated financial report should occur by next Thursday (March 15th). Skagit was reluctant to speculate on the details prior to its completion.

Mr. Mickel indicated that even though there remains questions about the timing and scope of Ferry District formation, the County is planning to institute a fare capital surcharge for boat replacement, starting this summer. The surcharge under consideration would generate approximately \$250,000 annually.

Mr. Berentson informed the committee that the Skagit County Prosecuting Attorney's office remains very concerned about a county's ability to form a Ferry District for anything other than "passenger-only" services. The issue is not whether the County is willing to proceed, but rather the County's ability to defend a legal challenge.

Mr. Koster reminded the committee members that under current CFCIP rules, without a Ferry District, Skagit could receive a maximum of \$7.5 million of potential CFCIP funding. With a Ferry District in place contributing more than 5% of the project cost, the potential CFCIP funding would increase to \$10 million. Obviously this is a potential impact to Skagit County of \$2.5 million in CFCIP funds.

Mr. Berentson stated that it is Skagit County's position to request \$10 million of CFCIP funding, subject to finalization a Ferry District decision.

Following a brief discussion about concluding the Technical Committee process and finalizing a report by March 21, 2018, Mr. Koster and Mr. Monsen asked the committee:

Other than the financing plan, does the committee concur that Skagit County has satisfied all WAC 136-400 required procedural steps, and has provided the required information in a timely manner.

The committee agreed, yes, without objection.

With regard to financing, is the committee's recommendation that:

- Should Skagit County not form a Ferry District, Skagit be awarded up to 30% of the project cost (currently estimated at \$7.5 million)
- AND
- Should Skagit County successfully form a Ferry District, and the financial plan demonstrate the Ferry District will contribute more than 5% of the project cost, Skagit be awarded up to 50% of the project cost, not to exceed \$10 million (currently estimated at \$10 million)

The committee agreed, yes, without objection.

Mr. Koster thanked the participants and adjourned the committee meeting at 1:30 pm.

Note: March 15, 2018 -- Skagit County provided the updated financial plan to the committee.



**Skagit County
Board of Commissioners**

Ron Wesen, First District
Kenneth A. Dahlstedt, Second District
Lisa Janicki, Third District

April 18, 2018

Mr. John Koster, Executive Director
County Road Administration Board
2404 Chandler CT SW – Suite 240
Olympia, WA 98502-0913

Re: County Ferry Capital Improvement Program Application

Dear Director Koster:

We understand that with regard to financing, it is the technical review committee's recommendation that:
"Should Skagit County not form a Ferry District, Skagit (County) be awarded up to 30% of the project cost (currently estimated at \$7.5 million), and should Skagit County successfully form a Ferry District, and the financial plan demonstrate that the ferry district will contribute more than 5% of the project cost, Skagit (County) be awarded up to 50% of the project cost, not to exceed \$10 million (currently estimated at \$10 million)."

In order to be eligible for the full \$10 million available, Skagit County interprets WAC 136-400-065(2) to require that a ferry district must be formed pursuant to RCW 36.54. Upon consultation with County legal counsel, Skagit County also interprets that ferry districts may only be formed pursuant to RCW 36.54 for passenger-only ferries.

In accordance with our above interpretations we request that the County Road Administration Board approve the grant amount of \$7.5 million, as recommended by the technical review committee.

Thank you for your consideration of our project application. Our plan is to launch a new vessel by 2020 with your support.

Sincerely,
**BOARD OF COUNTY COMMISSIONERS
SKAGIT COUNTY, WASHINGTON**

Handwritten signature of Kenneth A. Dahlstedt.
Kenneth A. Dahlstedt, Chair

Handwritten signature of Lisa Janicki.
Lisa Janicki, Commissioner

Handwritten signature of Ron Wesen.
Ron Wesen, Commissioner

From: mcalistkg <mcalistkg@frontier.com>

Sent: Thursday, February 1, 2018 10:36 AM

To: commissioners@co.skagit.wa.us

Cc: ferrycommittee@linetime.org; bstacy@co.pierce.wa.us; John Koster <JohnK@crab.wa.gov>; pw@co.skagit.wa.us

Subject: Comments on New Guemes Ferry

Feb 1, 2018

To Skagit County Commissioners,

Hello,

I am a full time resident on Guemes Island, attended the ferry replacement meetings at the community center, and would like to make a few comments.

Propulsion Option

Glosten's report shows the higher costs and operational limitations of an all electric ferry compared to diesel or diesel-electric. Although a zero emissions vessel has appeal, I feel it would be in the best interests of the Guemes Island residents and other ferry users for the county to support the lower cost diesel options which have less design uncertainties, do not need shore charging, and can be used for extended periods away from the dock if needed for emergency situations. The county made it clear at the meetings that they preferred an all electric ferry option, even before the Glosten report was submitted. It appears that the county is locked in to the all electric plan, only looking at the environmental aspect, and not making a sound overall engineering and financial decision. The ferry is the only route to the island and a vital lifeline. It should be the most proven design available, which in this case is also the lowest cost option (diesel or diesel-electric).

The county often promotes their electric ferry proposal by using the Norwegian electric ferry Ampere as an example, without mentioning that the Ampere is a much larger vessel with much lower power requirements than the Guemes ferry. Ampere is 260 ft. long, powered by two 600 HP motors, and holds 120 cars. The proposed 180 ft. long Guemes electric ferry has two 1000 HP motors and holds 32 cars. The Guemes ferry is 80 feet shorter, holds 88 less cars, and needs almost double the horsepower. Would the Norwegian Government have built the 120 car electric ferry Ampere if it required the high power needs of a ferry operating in the Guemes Channel, with the resulting higher costs? If the Ampere did not exist would the county still have an electric ferry proposal and try to get funding for the "first electric ferry in the world"?

Size of New Ferry

Glosten's Capacity Report figure 4 shows a ferry capacity of 32 cars as determined by the vehicle growth forecast for 2060. From the graph it appears that during the 40 year life of the

ferry (from 2020 until 2060) it is oversized and underutilized and then at retirement the forecast need meets the ferry size. It does not seem prudent to use the projected need at the end of the service life to determine the size of the ferry. It would seem more economical to use the halfway or average point in 2040 which would be a 25 car ferry. This would result in a large cost savings for building and running the ferry.

There have also been several valid points brought up at the meetings questioning the proposed size of the new ferry regarding growth issues and quality of life on the island, the county's efforts to promote less cars and encourage public transport, and sustainability; all at odds with a 32 car ferry. I hope there is more study and discussion on the size of the ferry, it is a very important issue.

Thank you for your efforts in the ferry replacement project and for reading this,

Kelley McAlister
7728 Cypress Way
Anacortes, WA 98221

From: s f <foxas1@msn.com>
Sent: Tuesday, April 3, 2018 1:34 PM
To: John Koster <JohnK@crab.wa.gov>
Subject: \$10M Grant for Skagit County

Dear Mr. Koster,

I am writing to you as a concerned resident of Guemes Island. Skagit County applied for a 10 million dollar grant from CRAB. The County presumes to spend 26 million dollars for an all electric ferry for our less than 5 minute boat ride across Guemes Channel. This dollar amount does not include all the infrastructure changes that will need to be done to facilitate the yet to be designed all electric ferry. It is a classic case of wasteful use of public funds.

The residents of Guemes Island requested the County to hire an independent marine surveyor to completely inspect our existing ferry. They instead hired a firm that designs ferries. We feel their results were compromised by their own incentive to design a new ferry. This is the only firm hired to check out the condition and expected life of the Guemes ferry.

We understand that in order to receive a grant from CRAB, the community must share someway in the cost of the project. The problem with that assumption is that the County has not been transparent about the financial responsibility the residents of Guemes Island must eventually bear. Now they speak about surcharges, ferry districts with higher property taxes.

I sincerely hope CRAB will see no real justification for spending this large amount of money for an experimental electric ferry. Skagit County Commissioner, Ken Dahlstedt, actually used the words "guinea pig" in reference to why we should apply for CRAB funding. Guemes Island should try out the first all electric ferry before Washington State takes a chance on it. Rachel Rowe, the ferry manager and Commissioner Dahlstedt are the prime movers on this ferry project. The real problem is I am afraid they are not sincere in their motivation. There are designs available for lower priced diesel powered ferries. The design consultant firm Glosten admitted at a public hearing that an all electric ferry may have issues due to the strong currents and winds associated with Guemes Channel. Manager Rowe and Commissioner Dahlstedt ignore other options in favor of the one highest priced and also the one to create possible fame for those concerned.

I sincerely hope you will take all communication from Guemes Island into your deliberations concerning the disbursement of the CRAB grant. Thank you for your kind consideration.

Susan and Anthony Fox
5795 South Shore Road, Guemes Island, WA 98221
206-890-0098.

From: Glen Veal <glenaveal@gmail.com>
Sent: Sunday, April 15, 2018 8:36 PM
To: John Koster <JohnK@crab.wa.gov>
Subject: Guemes ferry replacement application

Mr. Koster,

I am writing you regarding the application from Skagit County. I am asking that you deny this application for State funding because of the following reasons:

The Guemes ferry is only 40 years old and has a steel hull that is only 4% deteriorated. This information is from the records of the USCG and stated in a 2014 report from Elliott Bay Design Group (EBDG) who was hired by Skagit County to analyze the condition of the Guemes ferry. In the same report EDBG says "The overall structural integrity of the hull is considered good". (page 13, section 3.1). However, EDBG finally concluded at the end of the report that the least expensive way forward was to replace the ferry as soon as possible rather than continue to maintain it. I just attended a meeting in Mt. Vernon on Friday, April 13 at which the long range planner from the Washington State Ferries stated that the State expects to run their fleet of ferries for 60 years before replacing them. In Whatcom County, the Whatcom Chief, which serves Lummi Island, is 16 years older than the Guemes ferry and was given 20 more years of service as stated in a marine survey done in 2014. For EBDG to conclude that the Guemes ferry needs to be replaced at 40 years directly conflicts established practice.

However, the Public Works Dept. and the Skagit Co. Board of County Commssioners then began to seek request for proposals to design the new ferry. I recently learned from the Public Works Director, Dan Berentson, that EBDG was one of five vessel designers who were sent requests for proposals to design the new ferry. Apparently, the obvious conflict of interest by EBDG did not run up any "red flags" about the validity of the report and, therefore, no second opinion such as an actual marine survey was ever requested before proceeding with the design of the new electric ferry. EDBG was not selected to design the new ferry and I don't know the criteria used for the selection of Glosten but I am suspicious that EBDG could not be selected because of the obvious conflict of interest between their recommendation to build a new ferry and then be selected to design it!

A couple of years ago, Guemes Islanders were told by Commissioner Ken Dahlstedt that the decision to build a new electric ferry was made because no government funding was available for new diesel ferry construction but he was sure that money would be readily available to build an electric ferry. After about a year of looking for funding, a public meeting was held on Guemes last Fall and the ferry manager announced that they had found no money and were at their "last resort", i.e. C.R.A.B.

Now, we are facing a large fare surcharge in order to receive the CRAB money and possibly a ferry taxing district in the near future. Meanwhile, I have been able to seek help from a marine engineer, Paul Zankich of Columbia-Sentinal Engineers, Inc..

Seattle, WA, ph. 206 923 137. I asked what an estimate for re-powering the Guemes with new engines and outdrives would cost and he sent me an estimate of \$1,125,000. which I presented to the Commissioners. This estimate included engineering and dry docking costs.

So here we are today facing a possible 26 million dollar electric ferry and no money to pay for it when re-powering of the Guemes could be done for approximately one million dollars. Guemes Islanders are potentially going to be asked to pay higher fares and higher taxes for a vessel that we don't need, or want. I am asking that you consider the information I have provided and deny the CRAB funding as a blatant waste of taxpayer dollars.

Thank you for your consideration,

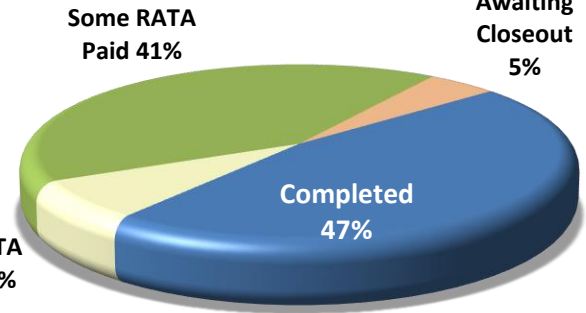
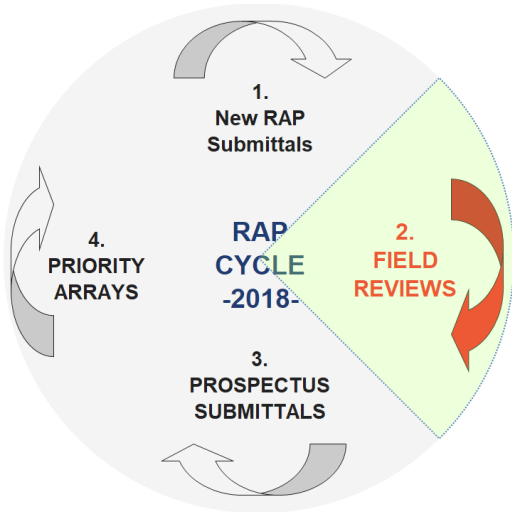
Glen Veal
4453 Edens Rd. Guemes Is.
Anacortes, WA 98221

PS: I grew up on Guemes having lived here since my parents moved here after WWII in 1946. I served for 32 years on the Guemes Ferry Committee from 1981 to 2013. I commuted to work as a "walk-on" for over 40 years where I ran a small business I started in 1971, the Anacortes Brass Works. I finally retired after 45 years in 2016.

RURAL ARTERIAL PROGRAM

April, 2018

Projects Funded
2007 - 2017



PROJECT STATUS:

Billing Phase	'83-'07	'07-'09	'09-'13	'13-'15	'15-'17	Current Biennium '17-'19	TOTAL
Completed	958	39	32	24	4		1057
Awaiting Closeout		3	2	3	2		10
Some RATA paid	1	2	8	22	35	20	88
No RATA Paid				1	3	12	16
TOTAL	959	44	42	50	44	32	1171

FUND STATUS:

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

Fuel tax receipts and interest through June, 2017	562,159,348
Estimated fuel tax receipts, interest and CW Transfers July 2017 thru June 2019	45,135,600
Total estimated revenue	607,294,948

RAP Expenditures to date:

To Completed Projects	510,577,073
To Projects in Design or Under Construction	35,768,554
Administration	11,215,482
Total RATA spent	557,561,108

RAP Obligations:

RATA Balance on Active Projects	108,711,978
RATA \$ yet to allocate to Partially funded projects -	13,414,208
Requests for reimbursement - pending	192,911
Estimated remaining administration through 2017- 2019 biennium	638,745
Total RATA obligated	122,957,842

QTR 1 - 2018 RATA ACTIVITY:

MONTH	BEGINNING BALANCE	MVFT REVENUE	INTEREST + Cash Rcpts	PROJECT PAYMENTS	#	ADMIN CHARGES	ENDING BALANCE
January	\$16,378,594.05	\$2,174,707.67	\$16,029.33	(829,182.04)	20	(42,923.60)	\$17,697,225.41
February	\$17,697,225.41	\$1,630,008.36	\$15,543.59	(1,099,599.42)	31	(44,044.26)	\$18,199,133.68
March	\$18,199,133.68	\$1,492,175.43	\$15,390.40	(83,527.66)	31	(44,575.55)	\$19,578,596.30
TOTALS:		\$5,296,891.46	\$46,963.32	(2,012,309.12)	82	(131,543.41)	

PRELIMINARY PROSPECTUS SUBMITTALS – RAP PROGRAM

At its October 2017 meeting, the CRABoard initiated a call for new projects to be funded by the RATA during the 2019-2021 biennium. All preliminary proposals have been received (due March 1, 2018) and CRAB staff have commenced field reviews with the counties.

Proposals submitted to CRAB on March 1, 2018:

TYPES	No. Submitted	Average RATA	NE	NW	PS	SE	SW	TYPES
2R	38	811,263	12	14	3	5	4	2R
3R	73	1,826,492	25	11		21	16	3R
RC	10	1,991,890	5			3	2	RC
DR	16	663,763	3		4	3	6	DR
FA	1	695,300				1		FA
SA	4	2,734,300			3	1		SA
IS	3	1,155,500			3			IS
Total	145		45	25	13	34	28	145
RATA Millions			77	22	20	63	28	210

Total requested RATA funds from preliminary proposals is \$210 million. Revenue during the 2019-2021 biennium is estimated at \$46 million, of which approximately \$13 million will be allocated to current partially funded projects and the remaining \$33 million to new proposals.

Of the 145 projects listed, CRAB staff anticipates that roughly half will be submitted as final proposals, which are due in September.

Due to increased estimated revenue, the counties are showing a renewed focus on 3R projects (50% of submittals). Drainage projects also received greater emphasis in the NE and PS regions.

Project types:

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

RATA Fund Usage History

Project Delivery Rates by Region - 35 years

<u>REGION</u>	<u>\$AUTH</u>	<u>\$W/D</u>	<u>D-Rate</u>	<u>#AUTH</u>	<u>#W/D</u>	<u>D-Rate</u>
NE	313.2	22.0	93%	534	57	89%
NW	99.5	22.3	78%	198	60	70%
PS	54.7	7.1	87%	97	25	74%
SE	170.0	8.3	95%	278	29	90%
<u>SW</u>	<u>114.9</u>	<u>9.2</u>	<u>92%</u>	<u>268</u>	<u>33</u>	<u>88%</u>
TOTAL	752.3	68.9	91%	1375	204	85%

In the early years, because of relatively low revenue, the RAP program became somewhat inflexible. Partially funded projects remained short funded, increases were not permitted, and project funding limits were set low to give all counties a chance for funding. Unfortunately these restricted funding available and many projects were withdrawn. Population growth and additional environmental requirements in the mid '90s also drove project costs up (especially in the NW and PS regions).

Project Delivery Rates by Region - Last 10 years

<u>REGION</u>	<u>\$AUTH</u>	<u>\$W/D</u>	<u>D-Rate</u>	<u>#AUTH</u>	<u>#W/D</u>	<u>D-Rate</u>
NE	85.8	2.6	97%	67	3	96%
NW	34.1	1.5	96%	24	1	96%
PS	15.1	0	100%	12	0	100%
SE	48.5	2.6	95%	34	2	94%
<u>SW</u>	<u>28.5</u>	<u>0.5</u>	<u>98%</u>	<u>42</u>	<u>5</u>	<u>88%</u>
TOTAL	212.0	7.2	97%	179	11	94%

The last ten years have seen a higher delivery rate statewide. Full funding of projects, lapsing requirements, and smaller project type alternatives have benefited the program

County Road Administration Board – April 19, 2018

Project Actions Taken by CRAB Staff

Kittitas County:

The county recently gained federal funding for replacement of its' Manastash Road Bridge, which is also a RAP funded bridge. In a February 6, 2018 letter to CRAB, the commissioners requested that the RATA requested amount for this project, as indicated on the prospectus, be reduced from \$1,300,000 to \$686,325. This will allow design to be completed with RATA funds and provide matching funds for the federal funding. The county also requested the reimbursement of RATA construction funding (\$342,000) be advanced from quarter 3, 2020 to quarter 4, 2018. Staff processed the requested changes, noting the payments for match to federal bridge project will not adversely affect the RATA balance.

Spokane County:

The county notified CRAB on March 7, 2018 that it would be advertising three Argonne Road paving projects as tied bids. These are RAP funded CRP # 3201, non-RAP funded CRPs 3193-A and 3193-B. The county assured CRAB each contract would have separate bids and schedules and have individual financial tracking.

The county also requested per its letter dated March 16, 2018, that their RAP funded Forker Road be split into two segments. The south segment, milepost 0.32 - 0.87 will commence construction work in June, 2018, largely on new alignment where it ties in with Progress Road at the south end. The north segment of Forker Road, milepost 0.87 – 1.33 will be constructed in 2020 and tied in with Bigelow Gulch Road 4A at the north end. An amendment was offered to the county on March 29, 2018. The signed amendment was returned to CRAB and executed on April 3, 2018.

Douglas County:

The county requested per its letter dated April 6, 2018 that the milepost limits for their RAP funded Douglas North Road paving project, be extended from 5.81 to 6.37, in order to do additional paving needed in this extended section. Staff confirmed that the additional length is of the same condition as the original submittal, and that no additional RATA funds would be needed to accomplish the extra work. An amendment was forwarded to the county April 10, 2018.

**RESOLUTION 2018-002
 APPORTION RATA FUNDS TO REGIONS**

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

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

WHEREAS the CRABoard established regional apportionment percentages for the 2017 - 2019 biennium at its meeting of August 10, 2017; and

WHEREAS RCW 36.79.050 states that the apportionment percentages shall be used once each calendar quarter by the board to apportion funds credited to the rural arterial trust account; and

WHEREAS RCW 36.79.020 authorizes expenditure of RATA funds for costs associated with program administration;

NOW THEREFORE, BE IT RESOLVED that the accrued amount of \$3,153,118 deposited to the RATA in February and March, 2018 be apportioned to the regions by their 2017 - 2019 biennium regional percentages after setting aside \$86,000 for administration

<u>REGION</u>	<u>DISTRIBUTION PERCENT</u>	<u>CURRENT APPORTION</u>	<u>BIENNIAL APPORTION (2017 - 2019)</u>	<u>PRIOR PROGRAM (1983 - 2017)</u>	<u>PROGRAM TO DATE</u>
ADMIN.		86,000	342,607	11,960,315	12,302,922
NORTHEAST	43.77%	1,342,477	6,267,667	235,574,412	241,842,079
NORTHWEST	10.90%	334,316	1,560,831	62,772,775	64,333,606
PUGET SOUND	6.81%	208,871	975,161	39,670,355	40,645,516
SOUTHEAST	23.63%	724,760	3,383,710	129,797,655	133,181,365
SOUTHWEST	<u>14.89%</u>	<u>456,694</u>	<u>2,132,181</u>	<u>82,383,836</u>	<u>84,516,017</u>
TOTAL	100.00%	3,153,118	14,662,157	562,159,348	576,821,505

Adopted by the CRABoard on April 19, 2018

Chair's Signature

ATTEST

RESOLUTION 2018-003
ALLOCATE REMAINING ESTIMATED 2017 - 2019 RATA REVENUE AND
APPROVE 2017 - 2019 RAP PROJECTS

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

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

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

WHEREAS at this time, in preparation for the second year of the biennium, the CRABoard is determined to allocate the remaining estimated revenue for the 2017 - 2019 biennium, as well as any additional turned-back funds available to the regions, and

WHEREAS the best available estimate of 2017 - 2019 biennium revenues, including interest, and funds turned back through withdrawal or underrun, indicates that the following amounts are now available for allocation to projects on the 2017 - 2019 arrays in the five regions in the second year of the biennium:

<u>REGION</u>	<u>A</u> <u>Est. Fuel Tax</u> <u>'17 - '19</u>	<u>B</u> <u>Turned-Back</u> <u>Funds</u>	<u>C=A+B</u> <u>* Total \$</u> <u>Now Available</u>	<u>D</u> <u>Previously</u> <u>Allocated</u>	<u>C - D</u> <u>Remaining Funds</u> <u>to Allocate to 100%</u>
Northeast	19,696,500	1,857,681	21,554,000	18,369,341	3,184,659
Northwest	4,900,500	917,449	5,817,000	4,410,000	1,407,000
Puget Sound	3,069,000	750,312	3,819,000	3,205,400	613,600
Southeast	10,629,000	1,566,844	12,195,000	9,809,880	2,385,120
Southwest	6,705,000	1,799,688	8,504,000	7,454,700	1,049,300
	<u>45,000,000</u>	<u>6,891,974</u>	<u>51,889,000</u>	<u>43,249,321</u>	<u>8,639,679</u>

*(rounded down to \$1000s)

NOW, THEREFORE, BE IT RESOLVED, that the County Road Administration Board hereby allocates the remaining estimated 2017- 2019 fuel tax revenue and turned-back funds as "New Funding" to the listed projects in the five regions:

<u>County</u>	<u>RoadName</u>	<u>Project</u> <u>Type</u>	<u>TOTAL</u> <u>COST</u>	<u>RATA</u> <u>REQ</u>	<u>CURRENT</u> <u>FUNDING</u>	<u>NEW</u> <u>FUNDING</u>	<u>TOTAL</u> <u>FUNDING</u>	<u>LIMITS</u> <u>MEET</u>
NORTHEAST REGION:								
Stevens	Hall Road Bridge Replacement	FA	1,432,000	193,300	-	193,300	193,300	
Ferry	Bridge Creek Section 13	3R	1,420,000	1,278,000	315,979	701,121	1,017,100	CL
Douglas	Crane Orchard Road	3R	1,799,900	1,494,810	-	854,500	854,500	CL
Lincoln	Miles Creston	3R	1,856,000	1,670,400	-	442,900	442,900	3R
Okanogan	Cameron Lake Rd	RC	1,906,000	1,715,400	607,962	992,838	1,600,800	RC
TOTAL NEW NE REGION FUNDING						3,184,659		

<u>County</u>	<u>RoadName</u>	<u>Project Type</u>	<u>TOTAL COST</u>	<u>RATA REQ</u>	<u>CURRENT FUNDING</u>	<u>NEW FUNDING</u>	<u>TOTAL FUNDING</u>	<u>LIMITS MET</u>
NORTHWEST REGION:								
Whatcom	East Smith Road	2R	1,350,000	1,000,000	843,730	156,270	1,000,000	
Jefferson	Center Rd	2R	710,000	639,000	-	639,000	639,000	
Clallam	Carlsborg Road	2R	1,550,000	1,000,000	-	524,509	524,509	CL
Skagit	Josh Wilson Road	2R	2,572,000	1,000,000	-	87,221	87,221	RL
TOTAL NEW NW REGION FUNDING						1,407,000		
PUGET SOUND REGION:								
PS Array is fully Funded								
SOUTHEAST REGION:								
Kittitas	Manastash Road Bridge	SA	1,300,000	686,325	315,480	370,845	686,325	
Franklin	Selph Landing Bridge	FA	363,000	72,600	-	72,600	72,600	
Franklin	Coyan Bridge	FA	1,113,560	222,700	-	222,700	222,700	
Franklin	Taylor Flats Bridge	FA	973,000	117,800	-	117,800	117,800	
TOTAL NEW SE REGION FUNDING						783,945		
SOUTHWEST REGION:								
Clark	NE Munch Road	3R	1,119,000	950,000	154,700	545,300	700,000	CL
Skamania	Wind River Road	2R	745,000	670,500	-	504,000	504,000	RL
TOTAL NEW SW REGION FUNDING						1,049,300		

Project Types:

RC = Reconstruction

3R = Rehabilitation

2R = Resurface and Restore

DR = Drainage

IS = Intersection

FA = Federal Aid Bridge

Allocation Summary:

NE Region 3,184,659

NW Region 1,407,000

PS Region -

SE Region 783,945

SW Region 1,049,300

Total Allocated: 6,424,904

Limits:

CL = County Limit

RL = Region Limit

Unallocated PS Reg \$ 613,600

Unallocated SE Reg \$ 1,601,175

2,214,775

Total 8,639,679

Adopted by the CRABoard on April 19, 2018

Chair's Signature

ATTEST

REQUEST FOR EMERGENCY PROJECT FUNDS – RAP PROGRAM

UPPER HOH ROAD MP 7.89 to MP 7.95 - 2017 FLOOD DAMAGE REPAIR JEFFERSON COUNTY

Nature of Request:

Jefferson County is requesting \$336,370 in emergency RATA funding for the repair of Upper Hoh Road, MP 7.89 to MP 7.95 per their letter dated February 7, 2018. Federal funding is not available for this project. The WSDOT determined that the regional extent of storm damage was too low for FHWA Emergency Relief funding to be applied to this damage.

Background:

Heavy rains in mid-October, 2017 caused high peak flows on the Hoh River and led to undermining and collapse the eastbound lane of the Upper Hoh River Road. The westbound lane was also undermined. The road was closed on November 23, 2017 after evacuation of Hoh River Visitors Center staff and park visitors, and the County Board of Commissioners declared an emergency on November 27, 2017 (See attached copy of Resolution No 52-17). Contractors were mobilized the following day and after sufficient repairs were completed the road was reopened on December 19, 2017. Cost of this work was \$269,535.

Re-surfacing and guardrail is yet needed to complete the full establishment of the road to safe functioning condition. Estimated additional cost is \$104,209.

Costs incurred as of December 31, 2017	\$269,535
Estimated costs to restore (paving, guardrail):	<u>\$104,209</u>
Total	\$373,744

These costs do not qualify for FHWA or FEMA funding as the October 2017 event was more localized than previous events that have impacted the river. The county recognizes that the amount of RATA funds approved by the CRABoard will be deducted from the county's '19 – '21 biennium funding limit.

The history of work on Upper Hoh River Road has been extensive. RAP funded repairs and RC projects include:

Date:	MP Location:	Type:	RATA Funds:	County Funds:	Federal Funds
1985-1989	0.36 – 2.08	RC	220,400	730,100	
1998 – 2004	6.60 – 6.80	EM	247,848		1,222,605
2006-2013	7.50 – 7.89	EM	150,000		

Additional historical work accomplished relative to the Upper Hoh River Road are attached. The county is also currently applying for \$211,500 in RAP funding ('19-'21 biennium), and \$1,355,691 in Federal Lands Access Program funding for a resurfacing project, milepost 0.00 to 12.04.

Staff Analysis:

WAC Requirements Summary:

- Damage to the road forcing restriction and or closure – mid October through November 26, 2017
- County declared emergency –on November 27, 2017
- Contact with WSDOT for federal funding availability. The WSDOT determined the regional costs were insufficient to prompt a statewide declaration and therefore Federal Emergency Relief funds were not available to Jefferson County.

WAC 136-163-030:

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

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

The road has been repaired to the basic pre-event condition. The county is asking that CRAB also fund paving and guardrail to restore full function of the road.

Staff findings:

Staff has reviewed the project site and finds:

- The county has completed needed repair of Upper Hoh River Road at milepost 8 vicinity due to loss of the road by the encroaching Hoh River
- Immediately upstream of these repairs, the roadway appears prone to further sliding into the river. The county has confirmed that the river could take the upstream section out next year or it could remain for the next 20.
- The county declared an emergency on November 27, 2017 per its' attached resolution No. 52-17.
- The county's request meets the requirements for RAP emergency funding.

Recommendation:

Staff recommends approval of \$336,470 (90% of total cost) RATA funding for repair of Upper Hoh River Road at milepost 7.89- 7.95. This funding amount, if approved, will be deducted from the county's funding limit for the 2019 – 2021 biennium.



After high rainfall event



Repairs



Road reopened

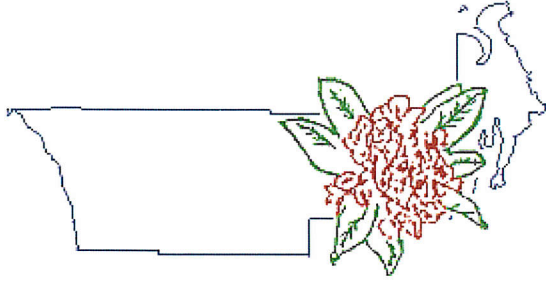


Upstream Bank

WAC 136-163-030 Limitations and conditions -- Emergency projects.

To be eligible for emergency project approval, the county must declare an emergency as provided for in RCW [36.40.180](#). If there is not yet a state declaration of emergency, the county must also, in consultation with the state military department, emergency management division and the WSDOT, evaluate the probability of receiving a state declaration of emergency. A state declaration of emergency is required as a condition of receiving federal funding for road-related damages via the Emergency Relief Program or FEMA. If such federal funding has been approved or is likely to be approved, the county road administration board may provide up to one hundred percent of a county's required matching funds for such federal funding but only after the approval of the federal funds.

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



Jefferson County Department of Public Works

623 Sheridan St.
Port Townsend, WA 98368
(360) 385-9160

*Monte Reinders,
Public Works Director, County Engineer*

Feb 7, 2018

Attn: Mr. Randy Hart, P.E., Grant Program Manager
County Road Administration Board
2404 Chandler Court, S.W., Suite 240,
Olympia, WA 98504-0913

Re: **Upper Hoh Road MP 8 Emergency Repair,**
County Project No. 18020380
County Road No. 914207

Dear Mr. Hart,

Jefferson County requests your assistance in obtaining Rural Arterial Trust Account (RATA) emergency funding for reconstruction of approximately 300 feet of the Upper Hoh Road near MP 8.0. Upper Hoh Road is a rural major collector providing the only access to residential and commercial properties, Olympic National Forest, State and private forest lands, and the Olympic National Park Hoh Rainforest Visitors Center and trail system.

BACKGROUND

A series of rain events beginning in the middle of October and ending the last week of November resulted in a series of peak flows in the Hoh River. The peak flows resulted in bank erosion and channel migration that collapsed the east bound lane of the Upper Hoh Road into the river and undermined the westbound lane near MP 8. The location is adjacent to and just upstream of a similar washout/emergency repair event that occurred in 2007/2008. Olympic National Park was notified and the road was closed (after evacuation of the Hoh Rainforest Visitors Center staff and park visitors) on November 23, 2017. The erosion resulted in a 25 to 30 foot high near vertical river bank at the centerline of the road and 300 feet of river bank that required reconstruction and stabilization before the road could be reopened.

Federal and state agencies and the Hoh Tribe, from whom permits, approvals and/or consultation were required before initiating emergency repairs, were contacted between November 24 and November 27 and the permits and/or approvals were acquired. The Washington state agencies included Department of Fish and Wildlife (issued emergency HPA), Department of Ecology, Department of Natural Resources, and the Department of Archaeology & Historic Preservation. Federal agencies included USACE, NOAA, NMFS, and USFWS. Given the emergency nature of the project some agencies provided verbal or written approvals that require a follow-up formal permit application.

Jefferson County Commissioners adopted Resolution 52-17 (declaring a state of emergency exist) to allow an expedited response to the condition on November 27, 2017. A contractor mobilized and repairs started November 28. After 15 working days, the repairs were sufficiently complete to reopen the road into Olympic National Park on December 19. 9000 tons of quarry rock were transported to the site and placed to stabilize the river bank and fill the void created during the event. Completion of the repair will require repaving of the roadway and construction of guardrail (including realignment of approximately 88 feet of existing guardrail).

Jefferson County has contacted WSDOT to determine the availability of federal emergency response funding. The response has been that the regional costs for damages associated with storm events were insufficient to trigger the declaration necessary to access FHWA-ER funds. The storm that caused damage to the road was also not a FEMA funding eligible event.

COST

Cost as of December 31, 2017	\$269,535
Estimated Additional Cost	\$104,209
Total Estimated Costs	\$373,744

REQUEST

Jefferson County requests 90% cost reimbursement for this emergency repair, this will be approximately \$336,370. Please arrange for the CRAB Board to consider this request at the next meeting scheduled for April 19 - 20, 2018.

We recognize the amount of RATA funds approved by the CRAB Board will be deducted from the next biennium's RATA funding limit for Jefferson County.

If you have any questions concerning this request, please contact me at (360) 385-9242.

Sincerely,

Monte Reinders P.E., County Engineer, Public Works Director

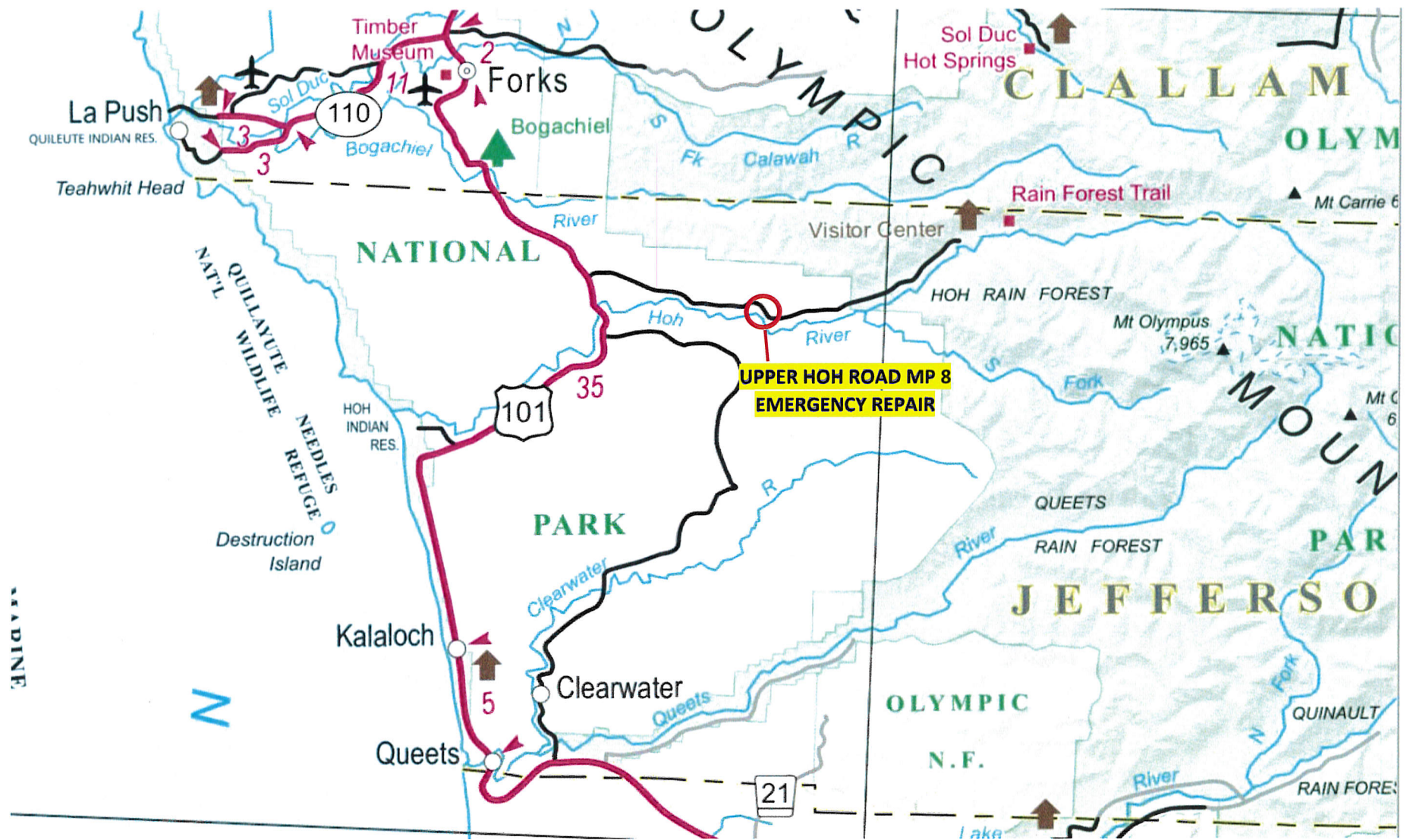
DESCRIPTION OF THE EVENT , DAMAGE , COUNTY RESPONSE, AND DECLARATION

A series of rain events beginning in the middle of October and ending the last week of November resulted in a series of peak flows in the Hoh River. The peak flows resulted in bank erosion and channel migration that collapsed the east bound lane of Upper Hoh Road into the river and undermined the westbound lane east of MP 8. The location is adjacent to and just upstream of a similar washout/emergency repair event that occurred in 2007/2008. Olympic National Park was notified and the road was closed (after evacuation of the Hoh Rainforest Visitors Center staff and park visitors) on November 23, 2017. The erosion resulted in a 25 to 30 foot high near vertical river bank at the centerline of the road and 300 feet of river bank that required reconstruction and stabilization before the road could be reopened.

Federal and state agencies and the Hoh Tribe from whom permits, approvals and/or consultation were required to initiate emergency repairs were contacted between November 24 and November 27 and the permits and approvals were acquired. The Washington state agencies included Department of Fish and Wildlife (issued emergency HPA), Department of Ecology, Department of Natural Resources, and the Department of Archaeology & Historic Preservation. Federal agencies included USACE, NOAA, NMFS, and USFWS. Given the emergency nature of the project some agencies provided verbal or written approvals that require a follow-up formal permit application.

Jefferson County Commissioners adopted Resolution 52-17 (declaring a state of emergency exist) to allow an expedited response to the condition on November 27, 2017. A contractor mobilized and repairs started November 28. After 15 working days, the repairs were sufficiently complete to reopen the road into Olympic National Park on December 19. 9000 tons of quarry rock were transported to the site and placed to stabilize the river bank and fill the void created during the event. Completion of the repair will require repaving of the roadway and construction of guardrail (including realignment of approximately 88 feet of existing guardrail).

Jefferson County has contacted WSDOT to determine the availability of federal emergency response funding. The response has been that the regional costs for damages associated with storm events were insufficient to trigger the declaration necessary to access FHWA-ER funds. The event did not occur during a FEMA declared disaster , so FEMA funds are also not available.



**UPPER HOH ROAD MP 8 EMERGENCY REPAIR
LOCATION MAP**



Upper Hoh Emergency Repair Projects Between MP 7 and MP 8

Upper Hoh Road Projects

Milepost	Year	Project Type	Water Body	Cost	FHWA	RAP	COUNTY	OTHER	Notes
MP 0.36 - 2.08	1985-1989	3R Project	N/A	\$1,102,000	\$881,600	\$220,400			
MP 12.0	1996	Road Washout - Rip Rap Repair	Hoh River	\$1,359,418	\$1,175,897		\$183,521		
MP 6.7	1997-1998	Emergency Rip Rap Revetment	Hoh River	\$530,692	\$434,692	\$96,000			
MP 6.7	1999-2004	Bank Protection and Mitigaion	Hoh River	\$939,761	\$787,913	\$151,848			
MP 9.7	1999-2002	Culvert Repair	Spruce Creek	\$26,343			\$26,343		
MP 4-10	1999	Various Storm Damage	Varies	\$128,613			\$128,613		
MP 7.0	2002	Minor Storm Damage	Culverts/Embankments	\$25,822			\$25,822		
MP 4-10	2003	Various Storm Damage	Varies	\$77,456			\$77,456		
MP 7.7	2004	400 LF Rip Rap Revetment	Hoh River	\$611,646	\$529,074		\$82,572		
MP 4-10	2006	Various Storm Damage	Varies	\$66,753			\$66,753		
MP 7.5	2006	Tower Creek Bridge Abutments	Tower Creek	\$177,955	\$153,931		\$24,024		
MP 4.0	2006	ER - 400 LF Riprap Revetment	Hoh River	\$320,650	\$320,650				
MP 7.8	2007-08	ER - 1,000 LF Riprap Revetment	Hoh River	\$724,945	\$688,798	\$36,147			
MP 8.3	2009	Culvert Repair	Pole Creek	\$24,743			\$24,743		
MP 4.0-4.5, 6.9, and 7.5	2009	Debris Cleanup and Culvert Repair	Varous	\$63,065	\$63,065				
MP 3.6	2009-2011	Willoughby Creek Bridge Abutment	Willoughby Creek	\$734,099	\$634,996		\$99,103		
MP 9.7	2009-2012	Spruce Creek Culvert Replacment	Spruce Creek	\$737,944	\$638,322		\$99,622		
MP 8.3	2010	35-ft span, 3 sided concrete box	Pole Creek	\$389,653			\$58,448	\$331,205	PCSC 85% RCO & 15% County
MP 9.19	2010-2011	22-ft span, 3 sided concrete box	Dismal Creek	\$525,894	\$454,898		\$70,996		off-site mitigation for MP 4.0
MP 2.15	2010-2013	25-ft span, 3 sided concrete box	Alder Creek	\$843,352	\$729,499	\$113,853			off-site mitigation for MP 7.8
MP 3.90	2014	300 LF Rip Rap Repair	Hoh River	\$252,027	\$252,027				
MP 3.338	2015	150-ft long, 42" ø Pipe ram culvert	Unnamed	\$931,029	\$914,923		\$16,106		PLHD (federal)
MP 6.9	2016	22-ft span, 3 sided concrete box	Unnamed	\$1,194,025	\$1,194,025				PLHD.
MP 9.7	2016	Rip Rap Repair - Emergency Work	Hoh River	\$209,885	\$205,160		\$4,725		permitting.
MP 8.0	2017	Rip Rap Repair - Emergency Work	Hoh River	\$271,566	\$0	\$244,409	\$27,157		Work completed to date
MP 8.0	2018	Permanant Completion Work	Hoh River	\$95,148	\$0	\$91,960	\$9,515		Paving, guardrail, etc.
TOTALS:				\$12,269,336	\$10,059,469	\$954,618	\$1,016,005	\$331,205	

(previous RAP) \$618,248

MP 4.38	Future	Box Culvert - Now WFL Project	Unnamed	\$1,000,000					PLHD (federal)
Various	Future	Bridges & Stream Stabilization Projects	Hoh River	\$13,000,000	\$11,245,000			\$1,755,000	2013 FLAP Grant

REQUEST FOR EMERGENCY PROJECT FUNDS – RAP PROGRAM

PORCUPINE BAY ROAD MP 5.00 to MP 5.44 - 2017 SLIDE DAMAGE REPAIR LINCOLN COUNTY

Nature of Request:

Lincoln County is requesting \$638,258 in emergency RATA funding for the repair of Porcupine Bay Road, MP 5.00 to MP 5.44 per their letter dated March 13, 2018.

Background:

During the first quarter of 2017 significant weather related issues, including an abundance of rainfall and melting snow pack, impacted many areas of Washington State. This prompted the Governor to declare a statewide emergency extending from March 10 thru April 3, 2017 (extended to May 18, 2017 per proclamation 17-08). This event caused a landslide on Lincoln County's Porcupine Bay Road on April 2, 2017. The embankment that supports a 500' long section of roadway failed, causing one lane of the roadway to slide into Lake Roosevelt. Lincoln County closed the road that same day to all traffic to evaluate a possible detour and repair. The county decided to keep Porcupine Bay Road closed until a permanent repair could be constructed. Lincoln County had declared an emergency on March 6, 2017, to remain in effect until severe weather issues would subside. Lincoln County secured initial funding of \$1.9 Million from the ER Program thru WSDOT. After further evaluation by the geotechnical consultant the cost has increased to \$6,564,797. ER funding of \$5,676,539 was subsequently approved by WSDOT on March 15, 2018

Funding:

ER funding	\$5,676,539 (secured)
National Park Service	\$250,000 (secured)
Required Matching funds	<u>\$638,258</u> (requested of the CRABoard)
	\$6,564,797

The county cites the required matching funds will cause a severe strain on its road budget, and seeks CRABoard approval of RATA funding in the amount of \$638,258. The county recognizes that the amount of RATA funds approved by the CRABoard will be deducted from the county's '19 – '21 biennium funding limit.

Staff Analysis:

WAC Requirements Summary:

- Damage to the road forcing restriction and or closure - early spring, 2017
- County declared emergency - on March 6, 2017
- Contact with WSDOT for federal funding availability – FHWA ER preliminary engineering and temporary repair finding was authorized June 29, 2017. Construction funding was authorized March 8, 2018.

WAC 136-163-030:

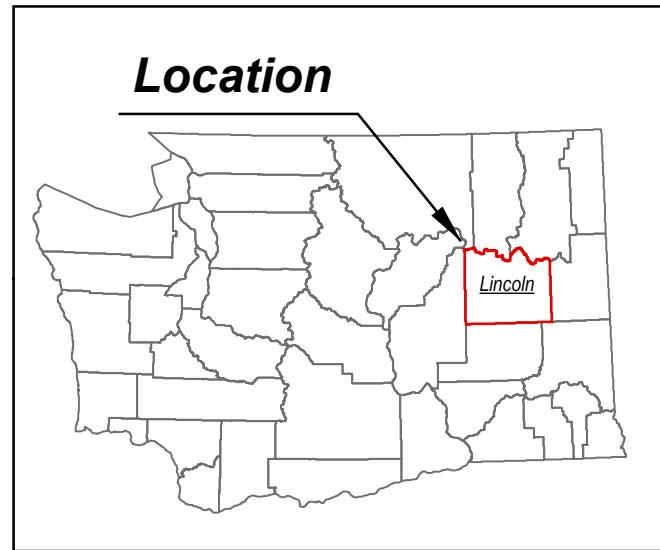
“A state declaration of emergency is required as a condition of receiving federal funding for road-related damages via the Emergency Relief Program or FEMA. If such federal funding has been approved or is likely to be approved, the county road administration board may provide up to one hundred percent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

Staff recommendation:

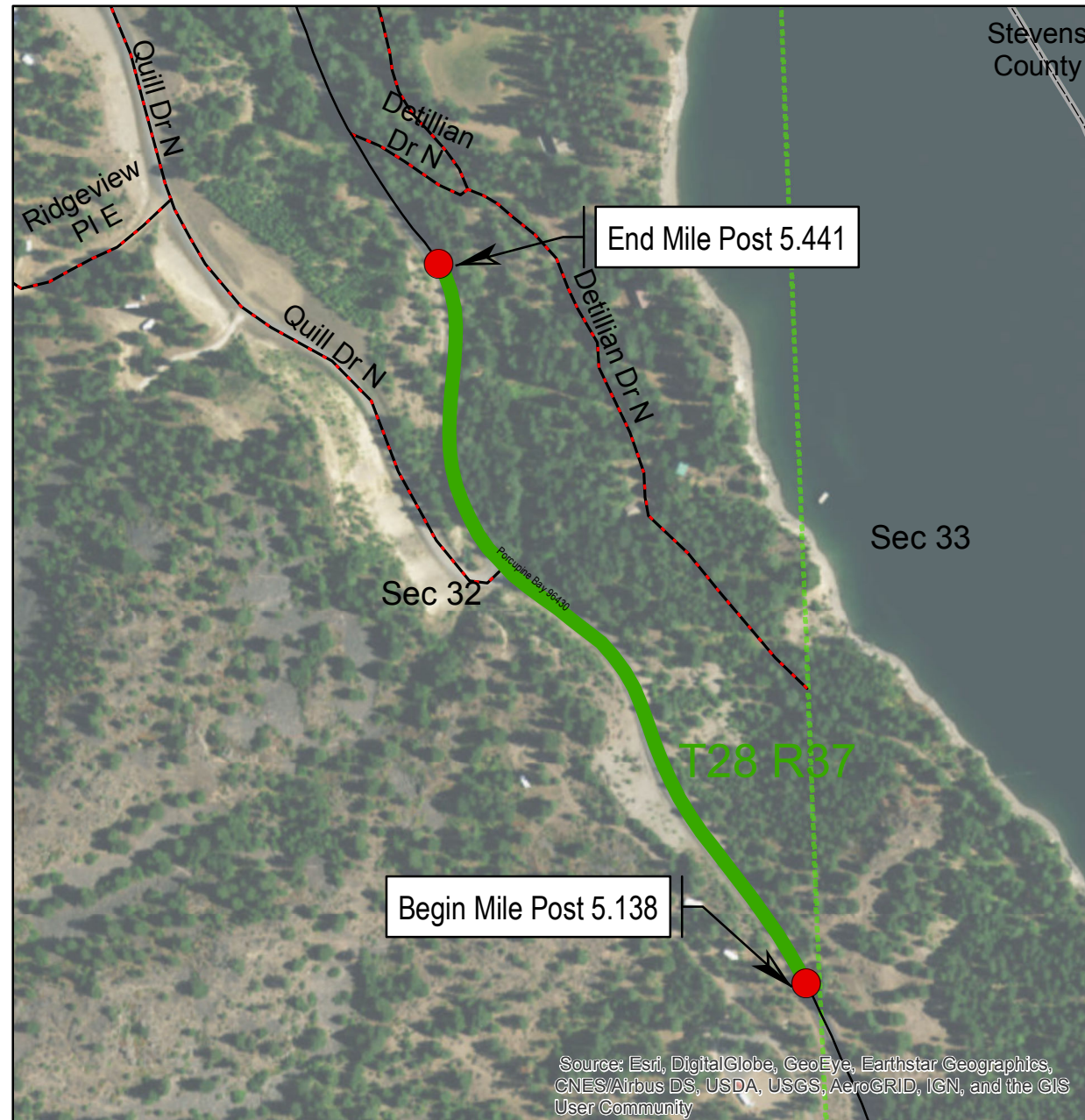
Staff has reviewed the project site, and finds that due to severe weather events in early 2017, Porcupine Bay Road suffered significant damage, and is closed to traffic. The county declared an emergency on March 6, 2017 per its attached resolution No. 52-17. The governor also declared an emergency due to the severe weather impacts, in effect from March 10, thru May 18 2017. The county has gained Federal ER and National Park Service funding for repair of Porcupine Bat Road. Staff finds that this request meets the requirements for RAP emergency funds, and recommends approval of \$638,258 for permanent repair of Porcupine Bay Road, milepost 5.00 – 5.44. If approved, this amount will be deducted from the county’s funding limit for the 2019 – 2021 biennium.



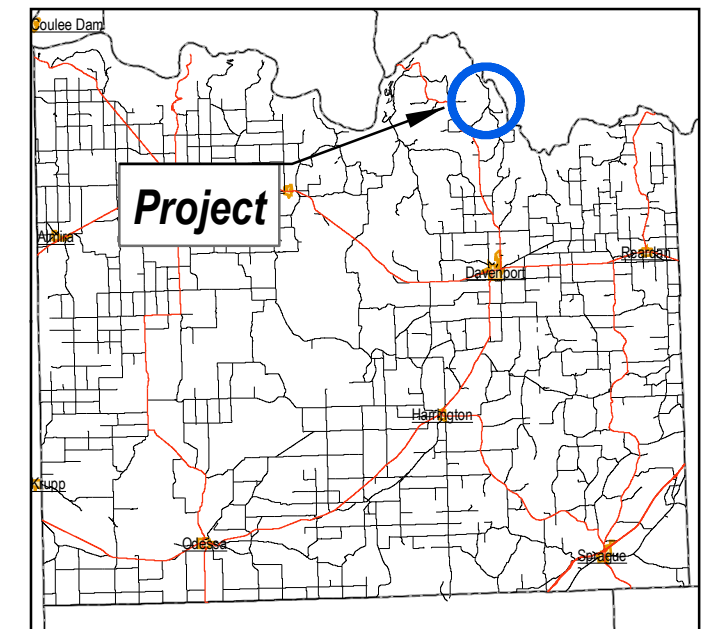
Porcupine Bay Road Landslide
 Project No. ER-4217
 Project Location Map
 County road No. 96430
 M.P. 5.138 to M.P. 5.441



State of Washington
 Location Map



Porcupine Bay Road
 Project Vicinity Map



Lincoln County
 Site Map

Legend

- Begin & End Mile Posts
- Project Limits



Lincoln County Department of Public Works
 Rick Becker - Public Works Director
 Robert Breshears, P.E. County Engineer
 27234 SR 25 N
 Davenport, WA 99122
 PH (509) 725-7041
 FAX (509) 725-4467

Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics,
 CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS
 User Community



Lincoln County

DEPARTMENT OF PUBLIC WORKS

27234 SR 25 N
Davenport, WA 99122

Richard T. Becker
Public Works Director

Phone: 509-725-7041
Fax: 509-725-4467

March 13, 2018

John Koster, Executive Director
County Road Administration Board
2404 Chandler Court, SW
Olympia, WA 98504

Re: Porcupine Bay Road Landslide
Federal Aid Project No. ER-1701 (016)
Request for Emergency Funds from the Rural Arterial Program

Dear Mr. Koster,

During the first quarter of 2017 there were significant weather related issues, an abundance of rain events and rapid melting snow pack. This was accompanied with already saturated soils and high water levels from the previous fall. On March 6, 2017, the Lincoln County BOCC declared a state of emergency effective February 1, 2017 to remain in effect until removed for the severe weather related issues. The State of Washington also proclaimed a state of emergency from March 10th thru April 3rd, 2017 for the same weather events.

Because of the fore mentioned events on April 2, 2017, Lincoln County experienced a landslide on the Porcupine Bay Road. That same day we closed the road to all travel to evaluate a possible detour or temporary repair. Working with a geotechnical engineer we decided that a temporary detour or repair was not feasible and to proceed with a permanent repair. The road continues to be closed and will be closed until a permanent repair has been constructed.

Lincoln County worked with H&LP's to see and make sure this project was eligible thru the ER Program with FHWA. We submitted the initial DDIR that was approved for an estimated project cost of \$1.9 million dollars. Since the slide event, we worked with the geotechnical engineering firm, a civil design consultant, talked with the National Park Service (NPS) for funding help and have revised the DDIR three times for an updated project cost of \$6.5 million dollars. The increased cost was due to the nature of the slide, right of way issues and the recommended repair from the geotechnical engineer and civil design consultant.

Funding thru the ER Program is at 86.5%, the NPS has committed to \$250,000 and Lincoln County is committed to the rest. Following is the latest funding estimate for the project:

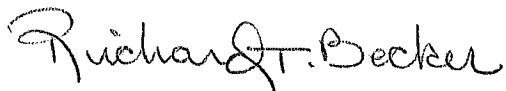
<u>Category</u>	<u>Expenditure Amount</u>
Preliminary Engineering	\$ 387,797
Right of Way	\$ 12,000
Construction	\$ 5,600,000
Construction Engineering	\$ 565,400
Total	\$ 6,564,797

<u>Funding Source</u>	<u>Current Contribution</u>
ER Program thru FHWA	\$ 5,676,359
National Park Service	\$ 250,000
Lincoln County	\$ 638,258
Total	\$ 6,564,797

The match money that Lincoln County is having to come up with will put a huge strain on our budget. We have exhausted all other avenues at trying to obtain more funding. At this time Lincoln County is requesting Emergency Funds from the Rural Arterial Program for this project.

Please contact me with any questions or concerns.

Thank you for your consideration!
Sincerely,



Rick Becker
Public Works Director



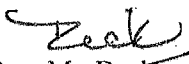
**Washington State
Department of Transportation**

Transportation Building
310 Maple Park Avenue S.E.
P.O. Box 47300
Olympia, WA 98504-7300
360-705-7000
TTY: 1-800-833-6388
www.wsdot.wa.gov

March 15, 2018

Mr. Richard T. Becker
Public Works Director
Lincoln County
27234 State Route 25 North
Davenport, Washington 99122-9579

**Lincoln County
Porcupine Bay Rd. Landslide
ER-1701(016)
FUND AUTHORIZATION**


Dear Mr. Becker:

We have received FHWA fund authorization, effective March 8, 2018, for this project as follows:

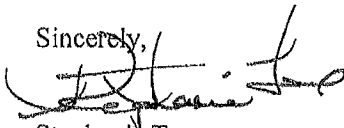
PHASE	TOTAL	FEDERAL SHARE
Construction	\$6,165,000	\$5,332,725

The following are required to ensure compliance with federal and state requirements:

- Advertisement of the project within six weeks of construction authorization.
- Submit the Award Data to the Region Local Programs Engineer prior to construction start.
- Show continuous project progress through monthly billings, until the project is complete. Failure to show continuous progress may result in the project becoming inactive per 23 CFR 630.106(a) (5) and subject to de-obligation of all federal funds and agreement closure.

Enclosed for your information and file is a fully executed copy of Supplement Number 2 to Local Agency Agreement LA-9080 between WSDOT and your agency. All costs exceeding those shown on this agreement are the sole responsibility of your agency. *Any costs incurred after the Project Agreement End Date shown on the supplement are not eligible for federal reimbursement. In addition, all eligible costs incurred prior to the End Date must be billed within ninety (90) days of the End Date or they are ineligible for federal reimbursement.*

You may proceed with the administration of this project in accordance with your WSDOT approved Certification Acceptance agreement.

Sincerely,

Stephanie Tax
Manager, Program Management
Local Programs

ST:jg:ac
Enclosure

cc: ~~Keith Martin, Eastern Region Local Programs Engineer~~



Agency Lincoln County		Supplement Number 2
Federal Aid Project Number ER-1701(016)	Agreement Number LA 9080	CFDA No. 20.205 (Catalog of Federal Domestic Assistance)

The Local Agency requests to supplement the agreement entered into and executed on June 22, 2017

All provisions in the basic agreement remain in effect except as modified by this supplement.

The change to the agreement are as follows:

Project Description

Name Porcupine Bay Road Landslide

Length 2,328'

Termini From M.P. 5.00 to M.P. 5.441

Description of Work No Change

This project consists of preparation, grading, drainage, installation of soldier pile retaining walls with permanent ground anchors, surfacing, erosion control and re-vegetation. Plus, other incidental work as required.

Reason for Supplement

Construction Fund Authorization

Are you claiming indirect cost rate? Yes No

Project Agreement End Date 12/31/2020

Does this change require additional Right of Way or Easements? Yes No Advertisement Date: March 1, 2018

Type of Work	Estimate of Funding				
	(1) Previous Agreement/Suppl.	(2) Supplement	(3) Estimated Total Project Funds	(4) Estimated Agency Funds	(5) Estimated Federal Funds
PE					
86.5 % a. Agency	320,797.00		320,797.00	43,308.00	277,489.00
b. Other 100% Emergency Repair	62,000.00		62,000.00	0.00	62,000.00
Federal Aid Participation Ratio for PE			0.00		
c. Other			0.00		
d. State	5,000.00	0.00	5,000.00	675.00	4,325.00
e. Total PE Cost Estimate (a+b+c+d)	387,797.00	0.00	387,797.00	43,983.00	343,814.00
Right of Way					
0 % f. Agency		12,000.00	12,000.00	12,000.00	0.00
g. Other			0.00		
Federal Aid Participation Ratio for RW			0.00		
h. Other			0.00		
i. State			0.00		
j. Total R/W Cost Estimate (f+g+h+i)	0.00	12,000.00	12,000.00	12,000.00	0.00
Construction					
86.5 % k. Contract		5,600,000.00	5,600,000.00	756,000.00	4,844,000.00
l. Other			0.00		
m. Other			0.00		
Federal Aid Participation Ratio for CN			0.00		
n. Other			0.00		
o. Agency		560,000.00	560,000.00	75,600.00	484,400.00
p. State		5,000.00	5,000.00	675.00	4,325.00
q. Total CN Cost Estimate (k+l+m+n+o+p)	0.00	6,165,000.00	6,165,000.00	832,275.00	5,332,725.00
r. Total Project Cost Estimate (e+j+q)	387,797.00	6,177,000.00	6,564,797.00	888,258.00	5,676,539.00

The Local Agency further stipulates that pursuant to said Title 23, regulations and policies and procedures, and as a condition to payment of the Federal funds obligated, it accepts and will comply with the applicable provisions.

Agency Official

By *[Signature]*
Title Chairman, Lincoln County Commissioners

Washington State Department of Transportation

By *[Signature]*
Director, Local Program
Date Executed **MAR 01 2018**

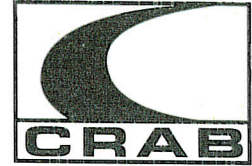
WAC 136-163-030 Limitations and conditions -- Emergency projects.

To be eligible for emergency project approval, the county must declare an emergency as provided for in RCW [36.40.180](#). If there is not yet a state declaration of emergency, the county must also, in consultation with the state military department, emergency management division and the WSDOT, evaluate the probability of receiving a state declaration of emergency. A state declaration of emergency is required as a condition of receiving federal funding for road-related damages via the Emergency Relief Program or FEMA. If such federal funding has been approved or is likely to be approved, the county road administration board may provide up to one hundred percent of a county's required matching funds for such federal funding but only after the approval of the federal funds.

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

WASHINGTON STATE
County Road Administration Board

2404 Chandler Court SW Suite #240 Olympia, WA 98504-0913 www.crab.wa.gov
360/753-5989 FAX 360/586-0386



March 1, 2018

Commissioner Blair Brady
WSAC President
206 Tenth Avenue SE
Olympia, WA 98501-1311

CRABoard Appointments

Dear Commissioner Brady:

It is time again to begin the process to fill the positions of three CRABoard members whose terms expire June 30, 2018. This year, Pierce County Engineer Brian Stacy, P.E., Skagit County Commissioner Lisa Janicki, and King County Council Member Kathy Lambert's terms expire. County Engineer Stacy has served on the Board since July 2004, Commissioner Janicki has served on the Board since July 2015, and Council Member Lambert since July 2015.

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

County Engineer Stacy = population greater than 125,000
Council Member Lambert = population greater than 125,000
Commissioner Janicki = population between 20,000 and 125,000

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

By copy of this letter, I am reminding WSACE President Melissa McFadden that she needs to make available to you two nominations for the position presently occupied by Brian Stacy.

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

Sincerely,

JOHN KOSTER
Executive Director

Cc: Brian Stacy, PE, CRABoard Chairman
Commissioner Lisa Janicki
Council Member Kathy Lambert
Eric Johnson, WSAC Executive Director
Melissa McFadden, PE, WSACE President



April 11, 2018

TO: Interested Parties

FROM: John Koster, Executive Director

SUBJECT: "County Engineer of the Year" Nominations

Each year the County Road Administration Board honors a County Engineer as the "County Engineer of the Year".

We are offering an opportunity to all interested parties from across the state to participate in nominating a County Engineer for this award.

If you know of a County Engineer who has been doing an exceptionally good job and deserves extra recognition, may I suggest that you nominate him or her by completing the attached nomination form and submit it via e-mail to Karen Pendleton at karen@crab.wa.gov no later than **May 18, 2018**. Your nomination will be considered with all other nominees.

The award will be made during the annual engineer's banquet in June during the WSACE Summer Conference at the Alderbrook Resort in Mason County.

If you have questions, please contact me at 360.753.5989.

NOMINATION FORM
WSACE “County Engineer of the Year”

2018

Nominee: _____

County: _____

Provide data in one or more of the following categories.

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

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

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

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

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

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

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

SUBMITTED BY:

Date



WSACE

2017 Project/Program Manager of the Year Award Nomination Form

Application Deadline: May 18, 2018

Nominee:	Title:	
County:	Department:	
Office Address:	Phone:	
City:	State:	Zip/Postal Code:
	WA	
<p>The following information will be used as selection criteria for the Awards Committee:</p> <p>This award will be presented annually to recognize a county project manager or county program manager working below the county engineer or agency head management level for outstanding service and meritorious achievement in or for a county in managing a construction project or a pavement, safety, operations, bridge, or other public works program.</p> <p>Eligible nominees could include supervisors, foremen, or engineers who manage a project or program. Nominations can be submitted by any WSACE voting member to the Awards Committee. Endorsements by County Board of Commissioners, County Executive or Council are encouraged although not required.</p> <p>The specific project or program must have been completed in 2017. If a project, it must be completed in 2017 or if a program substantially underway in 2017. A specific discussion on the actual project or program, its significance and importance, and the individual's performance and contribution to complete the project or program on time and within budget is requested as a part of the submission.</p>		
Nominated by:	Title:	
County:	Department	
Office Address:	Phone:	
City:	State:	Zip/Postal Code:
	WA	

Submit completed form and supporting documents to:

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

County Road Administration Board Agency Summary FYTD as of March 2018

Fund 108 MVF Admin Operating

<u>Category</u>	<u>BI Allotment</u>	<u>BITD Allotment</u>	<u>BITD Expenditures</u>	<u>BITD Variance</u>	<u>BI Variance</u>
Salaries and Wages	1,529,749	570,016	501,100	68,916	1,028,649
Employee Benefits	480,569	170,469	154,355	16,114	326,214
Travel	28,080	10,530	32,056	(21,526)	(3,976)
Capital Outlays	24,015	16,875	260	16,615	23,755
Grants, Benefits & Client Services	0	0	238	(238)	(238)
Goods and Services	441,587	169,356	192,680	(23,324)	248,907
Sum:	2,504,000	937,246	880,688	56,558	1,623,312

<u>Category</u>	<u>FM Allotment</u>	<u>FM Expenditure</u>	<u>FM Variance</u>	<u>BITD Allotment</u>	<u>BITD Expenditures</u>	<u>BITD Variance</u>
Salaries and Wages	62,606	51,925	10,681	570,016	501,100	68,916
AA State Classified	44,683	34,467	10,216	369,709	306,752	62,957
AC State Exempt	17,923	17,458	465	161,307	158,050	3,257
AS Sick Leave Buy-Out	0	0	0	0	9,788	(9,788)
AT Terminal Leave	0	0	0	39,000	26,510	12,490
Employee Benefits	20,121	16,515	3,606	170,469	154,355	16,114
BA Old Age and Survivors Insurance	3,882	3,129	753	32,716	29,639	3,077
BB Retirement and Pensions	7,951	6,595	1,357	67,441	59,030	8,411
BC Medical Aid & Industrial Insurance	304	217	87	2,580	2,053	527
BD Health, Life & Disability Insurance	7,076	5,843	1,233	60,032	52,589	7,443
BH Hospital Insurance (Medicare)	908	732	176	7,700	6,932	768
BT Shared Leave Provided Sick Leave	0	0	0	0	4,112	(4,112)
Goods and Services	18,588	17,358	1,230	169,356	192,680	(23,324)
EA Supplies and Materials	90	(642)	732	810	1,075	(265)
EB Communications/Telecommunications	210	(498)	708	1,890	1,773	117
EC Utilities	810	(91)	901	2,430	2,395	35
ED Rentals and Leases - Land & Buildings	1,862	1,862	0	16,866	24,693	(7,827)
EE Repairs, Alterations & Maintenance	0	0	0	0	229	(229)
EF Printing and Reproduction	38	27	11	342	676	(334)
EG Employee Prof Dev & Training	266	(158)	424	2,394	2,697	(303)
EH Rental & Leases - Furn & Equipment	35	31	4	315	419	(104)
EJ Subscriptions	44	45	(1)	396	232	164
EK Facilities and Services	7,583	7,662	(79)	68,243	68,225	18
EL Data Processing Services (Interagency)	5,189	5,093	96	46,701	46,635	66
EM Attorney General Services	421	(250)	671	3,789	517	3,272
EN Personnel Services	883	2,070	(1,187)	7,949	17,459	(9,510)
EP Insurance	119	120	(1)	2,168	3,447	(1,279)
ER Other Contractual Services	0	2,047	(2,047)	5,430	4,378	1,052
ES Vehicle Maintenance & Operating Cst	0	14	(14)	0	1,010	(1,010)
EW Archives & Records Management Svcs	0	0	0	291	291	0
EY Software Licenses and Maintenance	1,020	25	995	9,180	16,528	(7,348)
EZ Other Goods and Services	18	0	18	162	0	162
Travel	1,170	5,589	(4,419)	10,530	32,056	(21,526)
GA In-State Subsistence & Lodging	705	3,326	(2,621)	6,345	15,836	(9,491)

<u>Category</u>	<u>FM Allotment</u>	<u>FM Expenditure</u>	<u>FM Variance</u>	<u>BITD Allotment</u>	<u>BITD Expenditures</u>	<u>BITD Variance</u>
GB In-State Air Transportation	0	0	0	0	45	(45)
GC Private Automobile Mileage	120	797	(677)	1,080	3,792	(2,712)
GD Other Travel Expenses	45	26	19	405	249	156
GF Out-of-State Subsistence & Lodging	30	0	30	270	757	(487)
GG Out-of-State Air Transportation	15	0	15	135	231	(96)
GN Motor Pool Services	255	1,440	(1,185)	2,295	11,145	(8,850)
Capital Outlays	1,875	(852)	2,727	16,875	260	16,615
JA Noncapitalized Assets	1,875	(852)	2,727	16,875	260	16,615
Grants, Benefits & Client Services	0	0	0	0	238	(238)
NZ Other Grants and Benefits	0	0	0	0	238	(238)
Total Dollars	104,360	90,535	13,825	937,246	880,688	56,558

Fund 186 CAPA Operating

<u>Category</u>	<u>BI Allotment</u>	<u>BITD Allotment</u>	<u>BITD Expenditures</u>	<u>BITD Variance</u>	<u>BI Variance</u>
Salaries and Wages	719,255	233,608	234,073	(465)	485,182
Employee Benefits	240,485	77,958	77,485	473	163,000
Travel	117,048	43,893	19,971	23,922	97,077
Capital Outlays	92,315	65,844	1,026	64,818	91,289
Grants, Benefits & Client Services	0	0	150	(150)	(150)
Goods and Services	371,897	139,485	118,668	20,817	253,229
Sum:	1,541,000	560,788	451,372	109,416	1,089,628

<u>Category</u>	<u>FM Allotment</u>	<u>FM Expenditure</u>	<u>FM Variance</u>	<u>BITD Allotment</u>	<u>BITD Expenditures</u>	<u>BITD Variance</u>
Salaries and Wages	26,098	26,295	(197)	233,608	234,073	(465)
AA State Classified	26,098	26,295	(197)	233,608	234,073	(465)
Employee Benefits	8,690	8,656	34	77,958	77,485	473
BA Old Age and Survivors Insurance	1,618	1,581	37	14,485	14,089	396
BB Retirement and Pensions	3,314	3,340	(26)	29,665	29,728	(63)
BC Medical Aid & Industrial Insurance	139	125	14	1,251	1,203	48
BD Health, Life & Disability Insurance	3,241	3,241	(0)	29,169	29,170	(1)
BH Hospital Insurance (Medicare)	378	370	8	3,388	3,295	93
Goods and Services	17,747	26,524	(8,777)	139,485	118,668	20,817
EA Supplies and Materials	375	811	(436)	3,375	4,137	(762)
EB Communications/Telecommunications	736	1,336	(600)	6,624	5,698	926
EC Utilities	3,373	171	3,202	10,119	9,455	664
ED Rentals and Leases - Land & Buildings	7,349	7,349	0	66,141	58,792	7,349
EE Repairs, Alterations & Maintenance	0	0	0	0	903	(903)
EF Printing and Reproduction	158	106	52	1,422	2,668	(1,246)
EG Employee Prof Dev & Training	1,106	2,438	(1,332)	9,954	6,716	3,238
EH Rental & Leases - Furn & Equipment	144	148	(4)	1,296	1,655	(359)
EJ Subscriptions	181	464	(283)	1,629	760	869
EK Facilities and Services	0	0	0	0	(186)	186
EL Data Processing Services (Interagency)	0	0	0	0	0	(0)
EN Personnel Services	0	0	0	0	0	0
EP Insurance	0	0	0	0	0	(0)
ER Other Contractual Services	0	13,351	(13,351)	0	13,351	(13,351)
ES Vehicle Maintenance & Operating Cst	0	57	(57)	0	3,988	(3,988)

<u>Category</u>	<u>FM Allotment</u>	<u>FM Expenditure</u>	<u>FM Variance</u>	<u>BITD Allotment</u>	<u>BITD Expenditures</u>	<u>BITD Variance</u>
EW Archives & Records Management Svcs	0	0	0	0	0	0
EY Software Licenses and Maintenance	4,250	505	3,745	38,250	11,167	27,083
EZ Other Goods and Services	75	(210)	285	675	(435)	1,110
Travel	4,877	417	4,460	43,893	19,971	23,922
GA In-State Subsistence & Lodging	2,938	394	2,544	26,442	12,186	14,256
GB In-State Air Transportation	0	0	0	0	177	(177)
GC Private Automobile Mileage	500	0	500	4,500	5,009	(509)
GD Other Travel Expenses	188	23	165	1,692	413	1,279
GF Out-of-State Subsistence & Lodging	125	0	125	1,125	0	1,125
GG Out-of-State Air Transportation	63	0	63	567	0	567
GN Motor Pool Services	1,063	0	1,063	9,567	2,185	7,382
Capital Outlays	7,316	789	6,527	65,844	1,026	64,818
JA Noncapitalized Assets	7,316	789	6,527	65,844	1,026	64,818
Grants, Benefits & Client Services	0	0	0	0	150	(150)
NZ Other Grants and Benefits	0	0	0	0	150	(150)
Total Dollars	64,728	62,681	2,047	560,788	451,372	109,416

Fund 102 RATA Operating

<u>Category</u>	<u>BI Allotment</u>	<u>BITD Allotment</u>	<u>BITD Expenditures</u>	<u>BITD Variance</u>	<u>BI Variance</u>
Salaries and Wages	733,599	260,757	284,187	(23,430)	449,412
Employee Benefits	239,506	84,775	91,988	(7,213)	147,518
Travel	7,920	2,970	5,832	(2,862)	2,088
Capital Outlays	11,219	8,379	82	8,297	11,137
Grants, Benefits & Client Services	0	0	12	(12)	(12)
Goods and Services	29,756	14,238	9,528	4,710	20,228
Sum:	1,022,000	371,119	391,629	(20,510)	630,371

<u>Category</u>	<u>FM Allotment</u>	<u>FM Expenditure</u>	<u>FM Variance</u>	<u>BITD Allotment</u>	<u>BITD Expenditures</u>	<u>BITD Variance</u>
Salaries and Wages	29,015	31,863	(2,848)	260,757	284,187	(23,430)
AA State Classified	29,015	31,863	(2,848)	260,757	284,187	(23,430)
Employee Benefits	9,428	10,271	(843)	84,775	91,988	(7,213)
BA Old Age and Survivors Insurance	1,799	1,934	(135)	16,170	17,247	(1,077)
BB Retirement and Pensions	3,685	4,047	(362)	33,116	36,092	(2,976)
BC Medical Aid & Industrial Insurance	145	140	5	1,305	1,337	(32)
BD Health, Life & Disability Insurance	3,378	3,698	(320)	30,402	33,279	(2,877)
BH Hospital Insurance (Medicare)	421	452	(31)	3,782	4,033	(251)
Goods and Services	1,762	2,139	(377)	14,238	9,528	4,710
EA Supplies and Materials	30	65	(35)	270	331	(61)
EB Communications/Telecommunications	59	107	(48)	531	456	75
EC Utilities	270	14	256	810	756	54
ED Rentals and Leases - Land & Buildings	588	588	0	5,292	4,703	589
EE Repairs, Alterations & Maintenance	0	0	0	0	72	(72)
EF Printing and Reproduction	13	8	5	117	213	(96)
EG Employee Prof Dev & Training	89	195	(106)	801	537	264
EH Rental & Leases - Furn & Equipment	12	12	0	108	132	(24)
EJ Subscriptions	15	37	(22)	135	61	74
EK Facilities and Services	0	0	0	0	(15)	15

Category	FM Allotment	FM Expenditure	FM Variance	BITD Allotment	BITD Expenditures	BITD Variance
EL Data Processing Services (Interagency)	0	0	0	0	0	(0)
EN Personnel Services	0	0	0	0	0	0
EP Insurance	0	0	0	0	0	(0)
ER Other Contractual Services	0	1,068	(1,068)	0	1,068	(1,068)
ES Vehicle Maintenance & Operating Cst	0	5	(5)	0	319	(319)
EW Archives & Records Management Svcs	0	0	0	0	0	0
EY Software Licenses and Maintenance	680	40	640	6,120	893	5,227
EZ Other Goods and Services	6	0	6	54	0	54
Travel	330	239	91	2,970	5,832	(2,862)
GA In-State Subsistence & Lodging	235	233	2	2,115	4,662	(2,547)
GB In-State Air Transportation	0	0	0	0	14	(14)
GC Private Automobile Mileage	40	0	40	360	840	(480)
GD Other Travel Expenses	15	6	9	135	141	(6)
GF Out-of-State Subsistence & Lodging	10	0	10	90	0	90
GG Out-of-State Air Transportation	30	0	30	270	0	270
GN Motor Pool Services	0	0	0	0	175	(175)
Capital Outlays	931	63	868	8,379	82	8,297
JA Noncapitalized Assets	931	63	868	8,379	82	8,297
Grants, Benefits & Client Services	0	0	0	0	12	(12)
NZ Other Grants and Benefits	0	0	0	0	12	(12)
Total Dollars	41,466	44,576	(3,110)	371,119	391,629	(20,510)

Fund 186 CAPA Capital Grants

Category	BI Allotment	BITD Allotment	BITD Expenditures	BITD Variance	BI Variance
Grants, Benefits & Client Services	35,434,000	13,301,000	13,301,000	(0)	22,133,000
Sum:	35,434,000	13,301,000	13,301,000	(0)	22,133,000

Category	FM Allotment	FM Expenditure	FM Variance	BITD Allotment	BITD Expenditures	BITD Variance
Grants, Benefits & Client Services	1,100,000	1,100,500	(500)	13,301,000	13,301,000	(0)
NZ Other Grants and Benefits	1,100,000	1,100,500	(500)	13,301,000	13,301,000	(0)
Total Dollars	1,100,000	1,100,500	(500)	13,301,000	13,301,000	(0)

Fund 102 RATA Capital Grants

Category	BI Allotment	BITD Allotment	BITD Expenditures	BITD Variance	BI Variance
Travel	0	0	0	0	0
Grants, Benefits & Client Services	58,186,000	24,966,500	16,670,541	8,295,959	41,515,459
Sum:	58,186,000	24,966,500	16,670,541	8,295,959	41,515,459

Category	FM Allotment	FM Expenditure	FM Variance	BITD Allotment	BITD Expenditures	BITD Variance
Travel	0	0	0	0	0	0
GA In-State Subsistence & Lodging	0	0	0	0	0	0
Grants, Benefits & Client Services	1,805,500	83,528	1,721,972	24,966,500	16,670,541	8,295,959
NZ Other Grants and Benefits	1,805,500	83,528	1,721,972	24,966,500	16,670,541	8,295,959
Total Dollars	1,805,500	83,528	1,721,972	24,966,500	16,670,541	8,295,959

Fund 108 MVF Capital Grants

Category	BI Allotment	BITD Allotment	BITD Expenditures	BITD Variance	BI Variance
Grants, Benefits & Client Services	706,000	353,000	352,900	100	353,100

<u>Category</u>	<u>FM Allotment</u>	<u>FM Expenditure</u>	<u>FM Variance</u>	<u>BITD Allotment</u>	<u>BITD Expenditures</u>	<u>BITD Variance</u>
Sum:	706,000	353,000	352,900	100	353,100	

<u>Category</u>	<u>FM Allotment</u>	<u>FM Expenditure</u>	<u>FM Variance</u>	<u>BITD Allotment</u>	<u>BITD Expenditures</u>	<u>BITD Variance</u>
Grants, Benefits & Client Services	0	0	0	353,000	352,900	100
NZ Other Grants and Benefits	0	0	0	353,000	352,900	100
Total Dollars	0	0	0	353,000	352,900	100

**CRAB Fund 108
FY18 Projections**

	FY18	Exp. Thru	Projected	Projected	Projected	Projected	Projected
Category	Allotments	FM09 Mar-2018	FM 10 Apr-2018	FM 11 May-2018	FM 12 Jun-2018	Exp. Total	Variance
Salaries and Wages	757,834	501,100	69,379	69,379	92,272	732,130	25,704
Employee Benefits	230,832	154,355	22,117	22,117	22,117	220,706	10,126
Goods and Other Services	223,562	192,680	18,605	17,432	24,936	253,654	(30,092)
Travel	14,040	32,056	1,170	1,170	1,170	35,566	(21,526)
Capital Outlays	22,500	260	-	-	22,240	22,500	0
Grants	-	238	-	-	-	238	(238)
Sum:	1,248,768	880,688				1,264,794	(16,026)
Category							
Salaries and Wages	757,834	501,100	69,379	69,379	92,272	732,130	25,704
AA State Classified	503,758	306,752	51,921	51,921	51,921	462,515	41,243
AC State Exempt	215,076	158,050	17,458	17,458	17,458	210,424	4,652
AS Sick Leave Buy-Out	-	9,788	-	-	10,207	19,995	(19,995)
AT Terminal Leave	39,000	26,510	-	-	12,686	39,196	(196)
Employee Benefits	230,832	154,355	22,117	22,117	22,117	220,706	10,126
BA Old Age and Survivors Insurance	44,362	29,639	4,301	4,301	4,301	42,542	1,820
BB Retirement and Pensions	91,294	59,030	8,811	8,811	8,811	85,463	5,831
BC Medical Aid & Industrial Insurance	3,492	2,053	330	330	330	3,043	449
BD Health, Life & Disability Insurance	81,260	52,589	7,669	7,669	7,669	75,596	5,664
BH Hospital Insurance (Medicare)	10,424	6,932	1,006	1,006	1,006	9,950	474
BT Shared Leave Provided Sick Leave	-	4,112	-	-	-	4,112	(4,112)
BZ Other Employee Benefits	-	-	-	-	-	-	0
Goods and Other Services	223,562	192,680	18,605	17,432	24,936	253,654	(30,092)
EA Supplies and Materials	1,080	1,075	165	165	165	1,570	(490)
EB Communications/Telecommunications	2,518	1,773	210	210	210	2,403	115
EC Utilities	3,238	2,395	214	214	214	3,037	201
ED Rentals and Leases - Land & Buildings	22,452	24,693	1,862	1,862	1,862	30,279	(7,827)
EE Repairs, Alterations & Maintenance	-	229	-	-	-	229	(229)
EF Printing and Reproduction	456	676	30	30	30	766	(310)
EG Employee Prof Dev & Training	3,192	2,697	-	-	1,360	4,057	(865)
EH Rental & Leases - Furn & Equipment	414	419	35	35	35	524	(110)
EJ Subscriptions	528	232	14	14	350	610	(82)
EK Facilities and Services	90,994	68,225	7,547	7,547	7,547	90,867	127
EL Data Processing Services (Interagency)	62,268	46,635	5,311	5,093	5,093	62,132	136
EM Attorney General Services	5,052	517	-	-	4,761	5,278	(226)
EN Personnel Services	10,598	17,459	2,667	2,141	2,667	24,934	(14,336)
EP Insurance	2,525	3,447	121	121	121	3,810	(1,285)
ER Other Contractual Services	5,430	4,378	332	-	332	5,042	388
ES Vehicle Maintenance & Operating Cst	-	1,010	-	-	-	1,010	(1,010)
EW Archives & Records Management Svcs	388	291	97	-	-	388	0
EY Software Licenses and Maintenance	12,240	16,528	-	-	-	16,528	(4,288)
EZ Other Goods and Services	189	-	-	-	189	189	0
Travel	14,040	32,056	1,170	1,170	1,170	35,566	(21,526)
GA In-State Subsistence & Lodging	8,460	15,836	705	705	705	17,951	(9,491)
GB In-State Air Transportation	-	45	-	-	-	45	(45)
GC Private Automobile Mileage	1,440	3,792	120	120	120	4,152	(2,712)
GD Other Travel Expenses	540	249	45	45	45	384	156
GF Out-of-State Subsistence & Lodging	360	757	30	30	30	847	(487)
GG Out-of-State Air Transportation	180	231	15	15	15	276	(96)
GN Motor Pool Services	3,060	11,145	255	255	255	11,910	(8,850)
Capital Outlays	22,500	260	-	-	22,240	22,500	0
JA Noncapitalized Assets	22,500	260	-	-	22,240	22,500	0
Grants	-	238	-	-	-	238	(238)
NZ Other Grants and Benefits	-	238	-	-	-	238	(238)
Total Dollars	1,248,768	880,688	111,271	110,098	162,735	1,264,794	(16,026)
Grants to Counties							
Grants	353,000	352,900	-	-	-	352,900	100
NZ Other Grants and Benefits	353,000	352,900	-	-	-	352,900	100
Total Dollars	353,000	352,900	-	-	-	352,900	100
MV Salary Increase in Supplemental FY1							18,000
Retirement buyout and DF Adjustment							93,000
HR Package							13,000
Other Adjustments in Gov Budget							12,000
Balance with Supplemental Adjustments							119,974

Jeff Monsen Double Fill starts Apr 2018

\$215 Average Exp through Feb
Verizon \$138
Comcast \$16
AT&T \$6
CTS Services \$50 (estimate)

Lemay \$5
Utilities Elman \$214 Monthly, actual invoice is QTRLY

Sharp

Sharp \$35

DES RES \$189
DES Office Fac \$216
Small Agency Svcs \$6,892
DES CMS \$250
CTS Allocation \$5,030
CTS Other \$2
DES Info Sys \$61

DES HR \$2,071
OFM Personnel \$526/qt

State of Washington
Office of Financial Management
Fund and FTE Detail by Fiscal Year

Agency: 406 - County Road Administration Board
Version: TJ - 2018 Supp Negotiated Conference
Version Option: Transportation and Omnibus

3/7/18
2:28 PM

Dollars in Thousands

	Fiscal Year 1 FTEs	Fiscal Year 2 FTEs	Total Annual FTE	Fiscal Year 1 Funds	Fiscal Year 2 Funds	Total Funds	Percent Share of RecSum
2017-19 Expenditure Authority	17.2	17.2	17.2	49,815	49,578	99,393	
Current Biennium Fund Totals	17.2	17.2	17.2				
102-1 Rural Arterial Trust Account-State				29,674	29,534	59,208	59.57%
108-1 Motor Vehicle Account-State				1,599	1,611	3,210	3.23%
186-1 County Arterial Preservation Acct-State				18,542	18,433	36,975	37.20%
8R Retirement Buyout Costs	0.3	0.3	0.3				
108-1 Motor Vehicle Account-State				93		93	100.00%
91J CTS Central Services Correction							
108-1 Motor Vehicle Account-State				6	7	13	100.00%
91K DES Central Services Correction							
108-1 Motor Vehicle Account-State				2	2	4	100.00%
91R OFM Central Services Correction							
108-1 Motor Vehicle Account-State				3	4	7	100.00%
91U OFM Human Resource Svcs Correction							
108-1 Motor Vehicle Account-State				13	14	27	100.00%
92K DES Central Services							

State of Washington
Office of Financial Management
Fund and FTE Detail by Fiscal Year

Agency: 406 - County Road Administration Board
Version: TJ - 2018 Supp Negotiated Conference
Version Option: Transportation and Omnibus

3/7/18
2:28 PM

Dollars in Thousands

	Fiscal Year 1 FTEs	Fiscal Year 2 FTEs	Total Annual FTE	Fiscal Year 1 Funds	Fiscal Year 2 Funds	Total Funds	Percent Share of RecSum
108-1 Motor Vehicle Account-State					(1)	(1)	100.00%
92S Workers' Compensation							
108-1 Motor Vehicle Account-State				(1)	(1)	(2)	100.00%
G06 State Public Employee Benefits Rate				4	12	16	
102-1 Rural Arterial Trust Account-State				1	3	4	25.00%
108-1 Motor Vehicle Account-State				2	6	8	50.00%
186-1 County Arterial Preservation Acct-State				1	3	4	25.00%
GL9 Non-Rep General Wage Increase				36	94	130	
102-1 Rural Arterial Trust Account-State				9	23	32	24.62%
108-1 Motor Vehicle Account-State				18	47	65	50.00%
186-1 County Arterial Preservation Acct-State				9	24	33	25.38%
GLK Non-Rep Targeted Pay Increases							
186-1 County Arterial Preservation Acct-State				8	8	16	100.00%
Total Maintenance Level				49,979	49,717	99,696	
% Change from Current Biennium				0.3%	0.3%	0.3%	
92R OFM Central Services							
108-1 Motor Vehicle Account-State					1	1	100.00%
AH Increase Authority				4,000	4,000	8,000	

State of Washington
Office of Financial Management
Fund and FTE Detail by Fiscal Year

Agency: 406 - County Road Administration Board
Version: TJ - 2018 Supp Negotiated Conference
Version Option: Transportation and Omnibus

3/7/18
2:28 PM

Dollars in Thousands

	Fiscal Year 1 FTEs	Fiscal Year 2 FTEs	Total Annual FTE	Fiscal Year 1 Funds	Fiscal Year 2 Funds	Total Funds	Percent Share of RecSum
102-1 Rural Arterial Trust Account-State				2,500	2,500	5,000	62.50%
186-1 County Arterial Preservation Acct-State				1,500	1,500	3,000	37.50%
GLS Updated PEBB Rate					(8)	(8)	
102-1 Rural Arterial Trust Account-State					(2)	(2)	25.00%
108-1 Motor Vehicle Account-State					(4)	(4)	50.00%
186-1 County Arterial Preservation Acct-State					(2)	(2)	25.00%
GLU PERS & TRS Plan 1 Benefit Increase							
108-1 Motor Vehicle Account-State					1	1	100.00%
GZF Paid Family Leave--Employer Premium							
108-1 Motor Vehicle Account-State					1	1	100.00%
GZH DES Rate Compensation Changes							
108-1 Motor Vehicle Account-State					3	3	100.00%
2017-19 Total Proposed Budget				53,979	53,715	107,694	
% Change from Current Biennium				8.4%	8.3%	8.4%	
2017-19 Budget Fund Summary Totals	17.5	17.5	17.5				
102-1 Rural Arterial Trust Account-State				32,184	32,058	64,242	59.65%
108-1 Motor Vehicle Account-State				1,735	1,691	3,426	3.18%
186-1 County Arterial Preservation Acct-State				20,060	19,966	40,026	37.17%

State of Washington
Office of Financial Management
Fund and FTE Detail by Fiscal Year

Agency: 406 - County Road Administration Board
Version: TJ - 2018 Supp Negotiated Conference
Version Option: Transportation and Omnibus

3/7/18
2:28 PM

Dollars in Thousands

8R Retirement Buyout Costs

Funding is provided for one-time staff retirement buyout costs.

92R OFM Central Services

Agency budgets are adjusted to reflect each agency's allocated share of charges from the Office of Financial Management for the One Washington project.

AH Increase Authority

Expenditure authority is increased to match the February 2018 revenue forecast.

GLS Updated PEBB Rate

The funding rate for the Public Employees' Benefits Board (PEBB) insurance program is adjusted from \$957 to \$916 for FY 2019 to reflect updated actuarial projections, administrative costs, and payments to third-party administrators. The funding is sufficient for a new virtual diabetes prevention program, a change in the waiting period for dental crown replacements in the Uniform Dental Program from seven to five years, and an increase in the Medicare-eligible retiree subsidy from \$150 per month to \$168 per month beginning in calendar year 2019.

GLU PERS & TRS Plan 1 Benefit Increase

PERS & TRS Plan 1 Benefit Increase: Funding is provided for a 1.5 percent benefit increase for eligible Public Employees' and Teachers' Retirement System Plan 1 members, up to a maximum of \$62.50 per month.

GZF Paid Family Leave—Employer Premium

Funding is provided for Paid Family and Medical Leave employer premiums for employees not covered by a collective bargaining agreement, as required under Chapter 5, Laws of 2017, 3rd sp.s. (SSB 5975).

GZH DES Rate Compensation Changes

Funding is provided to cover compensation and central service cost increases that were included in the 2017-19 biennial budget in lines of business at the Department of Enterprise Services that have a fee for service structure.

VRS005

State of Washington
Office of Financial Management
Fund and FTE Detail by Fiscal Year

Agency: 406 - County Road Administration Board
Version: TJ - 2018 Supp Negotiated Conference
Version Option: Transportation and Omnibus

3/7/18

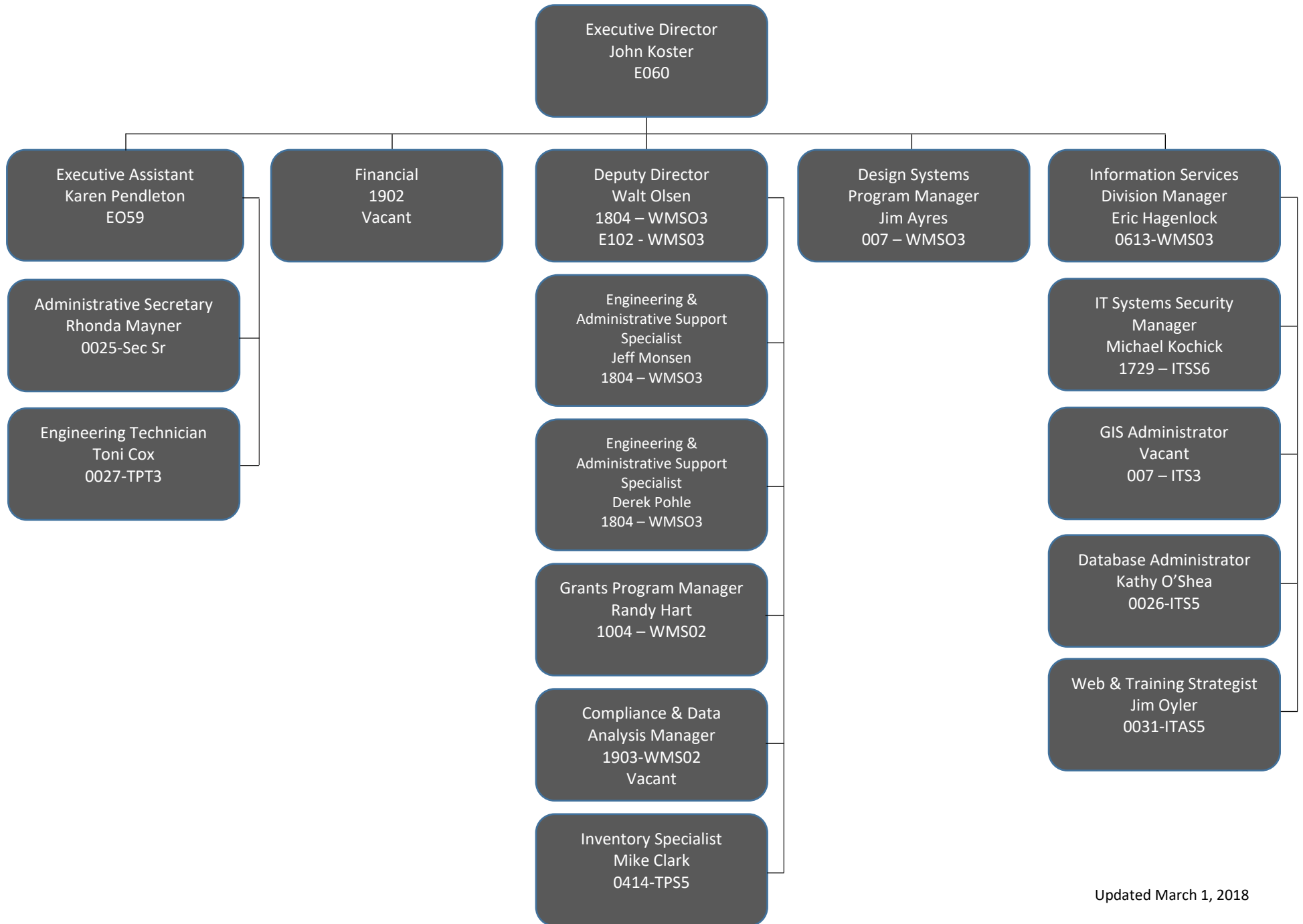
2:28 PM

Dollars in Thousands

<u>Parameter</u>	<u>Entered As</u>
Biennium	2017-19
Agency	406
Version	TJ
Version Option	B
Program	(ALL)
Sub Program	(ALL)
Without Codes	N
Include Supporting Text	Y

COUNTY ROAD ADMINISTRATION BOARD

6 County Commissioners / Council Members & 3 County Engineers



COMPLIANCE & DATA ANALYSIS MANAGER'S REPORT

*Prepared by Derek Pohle, PE
Engineering and Administrative Support Specialist*

CRABoard Meeting – April 19-20, 2018

Reporting Period: February 2018 thru April 2018

COMPLIANCE

STANDARDS OF GOOD PRACTICE

February 1, 2018 required submittal: Road Levy Certification

38 of the 39 counties submitted the required form by the February 1 deadline. The lone delinquent county was due to serious illness of the County Engineer.

April 1, 2018 required submittals:

Annual Certification

CAPP Accomplishments Report

Annual Construction Report

Fish Passage Barrier Removal Cost Report

Marine Navigation and Moorage Certification

Traffic Enforcement Expenditures Certification

Annual Certification for MMS

County Ferry System Report

All of the 39 counties' required submittals were submitted to CRAB by the April 2nd deadline. There are three issues of note. First, is an issue we have been observing for a few years now. Counties using certain accounting/asset management software are producing some poor quality CAPP reporting data. These systems apply unreasonably small costs to road segments, skewing the costs per lane/centerline mile. Randy Hart has been working with these agencies to correct their data before we allow it into our system. Second, last year three counties had yet to update their Bridge and Inspection reports to contain the statutory minimum requirements. That has improved this year to two counties, and CRAB staff will continue to work with these counties in an effort to bring these reports up to minimum requirements. Third, there are a couple counties that are still over-Diverting Road Levy in excess of the amount established by Resolution during the budget process.

Bridge Inspection Certification – WAC 136-20-040

The Director of Highways and Local Programs has certified to CRAB that all counties have current inspections on file with the Department.

Vacancy/Change in Position of County Engineer:

Skamania County: Tim Homann submitted his resignation/retirement effective March 1, 2018. The County has appointed Tim Elsea as County Engineer effective March 1, 2018 in conformance with the Standard of Good Practice for Vacancy in the position of County Engineer.

Yakima County: Gary Ekstedt submitted his resignation/retirement effective March 31, 2018. The County has appointed Mathew Pietrusiewicz as County Engineer effective April 1, 2018 in conformance with the Standard of Good Practice for Vacancy in the position of County Engineer.

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

Based on the April 1 submittals, SAO audit reviews for 2016 and 2017, and the performance of the 39 counties during the year 2017, a recommendation regarding the issuing of Certificates of Good Practice for fiscal year 2018 to all 39 counties will depend on some deliberation by the Board.

COUNTY AUDITS – For Fiscal Year 2016 & 2017

Nothing of a compliance nature to report.

OTHER ACTIVITIES OF THE C&DA MANAGER

- WSACE Professional Development Conference, Suncadia
- CE training for Snohomish County, at Snohomish County
- WSACE Western District roundtable
- SW RAP region preliminary prospectus project site visits
- Kitsap County, interview panel
- Review and approval of the required county submittals due April 1
- Use of Eminent Domain survey of the counties

April 2018 CRABoard Meeting **Deputy Director's Report**

A. County Engineer Changes since January 2018

1. By letter and resolution on February 27, 2018, Skamania County appointed Tim Elsea, PE, as the County Engineer after the retirement of Tim Homann, PE, effective March 1, 2018.
2. By letter and resolution on March 19, 2018, Yakima County appointed Matt Pietrusiewicz, PE, as the County Engineer after the retirement of Gary Ekstedt, PE, effective April 1, 2018.
3. By email on April 11, 2018, Kittitas County Engineer Lucas Huck, PE, announced his resignation as the County Engineer, effective April 30, 2018. It is anticipated that Public Works Director Mark Cook will be appointed as interim County Engineer.

B. County Visits completed since January 2018

- Snohomish County
- Adams County
- Spokane County
- Grant County
- Chelan County
- Douglas County

There were numerous contacts with County Engineers in other venues.



SKAMANIA COUNTY BOARD OF COMMISSIONERS

Skamania County Courthouse
240 NW Vancouver Ave | PO Box 790
Stevenson, WA 98648

(509)427-3700
Fax (509) 427-3708

Richard Mahar
District 1

Tom Lannen
District 2

Bob Hamlin
District 3

February 27, 2018

County Road Administration Board
2404 Chandler Court SW, Suite 240
Olympia, WA 98504-0913
Attn: John Koster

Dear Mr. Koster,

This notice is to serve CRAB that Skamania County has hired a full-time County Engineer effective March 1, 2018. Our current Engineer, Tim Homann will work through the end of February to help with the transition.

Tim is a Licensed Professional Engineer in the State of Washington. His registration # is 47195 which expires on August 8, 2019.

Included is Resolution No. 2018 – 08 designating Tim Elsea as the County Engineer and an updated Organizational Chart to reflect this change.

Tim's contact information is: Tim Elsea
 PO Box 1009
 Stevenson, WA 98648
 (509) 427-3913
 elsea@co.skamania.wa.us

If you have any questions, please call.

Handwritten signature of Tom Lannen in black ink.

Tom Lannen, Chair
Skamania County Board of County Commissioners

RECEIVED

BY: TCox

DATE: 3/6/18



RESOLUTION 2018 - 08
(Designating a County Engineer for Skamania County and
Adopting an Employment Contract)

WHEREAS, WAC 136-12-070 requires the legislative authority of each county that contracts the services of a Professional Engineer as the County Engineer to adopt a contract by Resolution for such services; and

WHEREAS, the County Engineer shall examine and certify to the Public Works Director all estimates and all bills for labor, materials, provision and supplies with respect to county roads, prepare standards of construction of roads and bridges and perform such other duties as may be required by order of the Public Works Director; and the County Engineer shall have supervision for establishing, laying out, construction, altering, improving the Engineering Division of Public Works; and perform other such County Engineer duties specified in the Revised Code of Washington; and

WHEREAS, RCW 36.80.020 requires the County Engineer be a registered and licensed professional civil engineer under the laws of this state, duly qualified and experienced in highway and road engineering and construction and that he serve under the contract conditions; and

WHEREAS, Tim Alsea, PE meets the qualifications for County Engineer and the Board desires to contract with Tim Alsea, PE as Skamania County's County Engineer; and

WHEREAS, the County is required to adopt an organizational chart for County Road.

NOW, THEREFORE, BE IT RESOLVED, by the Skamania County Board of Commissioners that Tim Alsea, PE is hereby designated as the County Engineer for Skamania County effective March 1, 2018; and

BE IT FURTHER RESOLVED THAT, the Board of Commissioners adopts a contract for the County Engineer, meeting the contract requirements of WAC 136-12-120, as set forth in Attachment "A" and hereby incorporated into this resolution.

BE IT FURTHER RESOLVED, by Skamania County Board of County Commissioners that the Skamania County Department of Public Works shall work under the Adopted Organizational Chart, as set for in Attachment "B" and hereby incorporated into this resolution;

BE IT FINALLY RESOLVED, that this resolution, including the attachments, be forwarded to the Washington State County Road Administration Board.

PASSED IN REGULAR SESSION this 27th day of February 2018

ATTEST:



[Handwritten signature]

Clerk of the Board

APPROVED AS TO FORM ONLY:

[Handwritten signature]

Skamania County
Prosecuting Attorney

**BOARD OF COUNTY COMMISSIONERS
SKAMANIA COUNTY, WASHINGTON**

[Handwritten signature]

Chairperson

[Handwritten signature]

Commissioner

[Handwritten signature]

Commissioner

March 19, 2018

COPY

Mr. John Koster, Executive Director
County Road Administration Board
2404 Chandler CT SW, Suite 240
Olympia, WA 98502-0913

Re: Appointment of Mathew J. Pietrusiewicz, P.E. as County Engineer for Yakima County

Dear Mr. Koster:

In accordance with the requirements of WAC 136-12, the Board of County Commissioners for Yakima County is pleased to announce the appointment of Matthew J. Pietrusiewicz, P.E. as the Yakima County Engineer. This appointment is effective April 1, 2018. Mr. Pietrusiewicz will assume the County Engineer responsibilities from Gary N. Ekstedt, P.E., who will be retiring from County service effective March 31, 2018. Mr. Pietrusiewicz is currently employed by Yakima County in the position of Assistant County Engineer. There will not be any changes to the organization of the County Road Department as a result of this change.

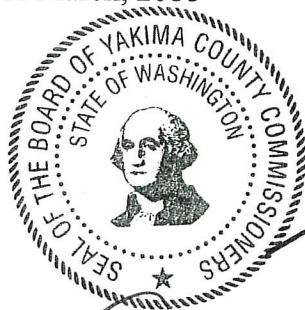
The information required by WAC 136-12-045 for Mr. Pietrusiewicz is as follows:


Mathew J. Pietrusiewicz, P.E.
Yakima County Public Services Department
128 N 2nd St, 4th Floor
Yakima, WA 98901-2614
Phone: (509) 574-2320
FAX: (509) 574-2301
Email: matt.pietrusiewicz@co.yakima.wa.us

Washington State P.E. Registration Number – 35207; Expires 1/11/2019.

Attached, please find a copy of the Commissioner's resolution appointing Mr. Pietrusiewicz as County Engineer.

DONE this 20th day of March, 2018

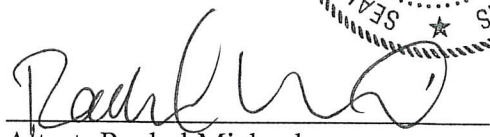




Ron Anderson, Chairman



Michael D. Leifa, Commissioner



Attest: Rachel Michael
Clerk of the Board



J. Rand Elliott, Commissioner
*Constituting the Board of County Commissioners
for Yakima County, Washington*

RECEIVED

BY: CRAB

DATE: 3/22/18

BOARD OF YAKIMA COUNTY COMMISSIONERS

COPY

IN THE MATTER OF APPOINTMENT OF)
MATTHEW J. PIETRUSIEWICZ)
IN THE POSITION OF COUNTY ENGINEER)
EFFECTIVE APRIL 1, 2018)

RESOLUTION 112-2018

WHEREAS, the Board of County Commissioners of Yakima County, Washington, under their corporate powers, has the duty to conduct the County's business in the best interest of the public, consistent with State statutes; and,

WHEREAS, Chapter 36.80 RCW requires the employment of a County Engineer in each County; and,

WHEREAS, the Board of County Commissioners did appoint Gary N. Ekstedt as County Engineer and Public Works Director effective July 27, 2004; and,

WHEREAS, Mr. Ekstedt has announced his retirement from County service effective April 1, 2018; and,

WHEREAS, the Board of County Commissioners have selected Matthew J. Pietrusiewicz as Mr. Ekstedt's replacement in the position of County Engineer; now, therefore,

BE IT HEREBY RESOLVED by the Board of County Commissioners that Matthew J. Pietrusiewicz be, and is hereby appointed, as the County Engineer as required by Chapter 36.80 RCW effective April 1, 2018.

BE IT FURTHER RESOLVED that the County Engineer position be under the administrative control of the Director of Public Services, provided that this administrative control shall not relieve or prevent the appointed County Engineer from carrying out the required duties of the position, or interfere with the relationship of the Board of County Commissioners and the County Engineer.

DONE this 20th day of March, 2018



Signature of Rachael Michael
Attest: Rachael Michael
Clerk of the Board

Signature of Ron Anderson
Ron Anderson, Chairman

Signature of Michael D. Leita
Michael D. Leita, Commissioner

Signature of J. Rand Elliott
J. Rand Elliott, Commissioner
Constituting the Board of County Commissioners
for Yakima County, Washington

Walt Olsen

From: Lucas Huck <lucas.huck@co.kittitas.wa.us>
Sent: Wednesday, April 11, 2018 4:28 PM
To: John Koster
Cc: Walt Olsen; Mark Cook
Subject: Kittitas County Engineer

Categories: County Engineer Changes, 19 Kittitas

John,

I wanted to give you and your team a heads up (even though it sounds as though the word is traveling fast) that my last day as Kittitas County Engineer will be April 30th. It's been a great two years but I have accepted an exciting new challenge with Jacobs Engineering out of Yakima. We are working to get the appropriate resolutions prepared prior to the end of the month to enact Director Mark Cook as the interim County Engineer. I am sure I will play a role in local government at some point in the future and look forward to working with WSAC, WSACE, and CRAB again one day, it's been pleasurable.

I appreciate all the support I received from the CRAB staff over the past two years, you have a good group of guys working with you!

Thanks,

Luke Huck, P.E.

County Engineer

Kittitas County Public Works

Phone 509-962-7523

Mobile 509-859-4965

Lucas.Huck@co.kittitas.wa.us

Notice: Email sent to Kittitas County may be subject to public disclosure as required by law.
message id: 38eb45916c6dcbdac24bb8719d004a14

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

C. County Audit Reports reviewed since January 2018

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

CRAB has reviewed five audit reports representing five counties since the February 2018 board meeting. One audit contained a total of one finding issued and none involved County Road Funds in some form. Any audit with a number in bold print under the “Co.Rd?” heading, revealed substantive findings involving County Road Funds.

2016 Audits

Report #	Entity/Description	Report Type	Audit Period	Date Released	New?	Co. Rd?	Prev?	Status
1021018	Walla Walla County	Accountability	01/01/2016 to 12/31/2016	4/9/2018				
1021017	Pierce County	Accountability	01/01/2016 to 12/31/2015	3/25/2018				
1020919	Spokane County	Accountability	01/01/2016 to 12/31/2016	4/5/2018				
1020688	Stevens County	Financial	01/01/2016 to 12/31/2016	3/5/2018	1	NCR		
1020726	Snohomish County	Accountability	01/01/2016 to 12/31/2016	3/1/2018				
				TOTAL	1		0	
NCR	Non-County Road							
CR-FC	County Road-Fully Corrected							
CR-PC	County Road-Partially Corrected							

D. Other Activities and Visits since January 2018

5 February	GIS/Mo Planning Meeting	CRAB Office
6 February	NACE Pavement Preservation Conference Call	CRAB Office
6 February	WSACE Exec Board Meeting	Suncadia
6-9 February	Professional Development Conference	Suncadia
14 February	CFCIP Technical Review Committee Meeting	CRAB Office
21-22 February	Bridge Inspection Fresher Course	Olympia
28 February	Website Planning Meeting	CRAB Office
1-2 March	Snohomish County On Site Training	Everett
7 March	CFCIP Technical Review Committee Meeting	CRAB Office
12 March	Adams County RAP Reviews	Ritzville
13 March	Spokane County Ground Breaking	Spokane
13 March	Grant County RAP Reviews	Moses Lake
14-16 March	Building Security System Installation	CRAB Office
15 March	WSACE Western District Meeting	Olympia
21 March	CFCIP Tech. Review Committee Report to CRAB	CRAB Office
22 March	WSACE Eastern District Meeting	Ritzville
26 March	County Study Money Planning Meeting	WSDoT HQ
28 March	NACE Pavement Preservation Conference Call	CRAB Office
2 April	Douglas County RAP Reviews	East Wenatchee
3 April	Chelan County RAP Reviews	Wenatchee
18 April	SACS Quarterly Meeting	CRAB Office

April 2018 CRABoard Meeting

Information Services Update

A. GIS-Mo

- a. March 5th, 2018 – WTSC Traffic Records Committee Workgroup voted to recommend to award GIS-Mo full request of \$400k
 - i. April 19th, 2018 – TRC Grants Approved
- b. March 30th, 2018 - Steering Committee Update
 - i. Splitting committee into
 - 1. Executive Steering Committee
 - 2. Technical Workgroups consisting of Subject Matter Experts
 - a. Data Structure and Documentation Workgroup
 - b. GIS Specification and Workflow Workgroup
 - c. Interoperability Workgroup
- c. April 18th, 2018 – OCIO Oversight: Concept Review
- d. Next Steps
 - i. Washington Electronic Business Solution (WEBS) Announcement of Sole Source intent
 - ii. DES Sole Source Justification Submittal
 - iii. May 21st thru May 24th, 2018 - WAURISA 2018 WA GIS Conference, GIS-Mo Lighting Talk Presentation
 - iv. June 5th thru June 7th, 2018 - WSACE Annual Conference, GIS-Mo Update

B. GIS Administrator (ITS3)

- a. March 14th, 2018 – HR approved position reallocation (ITS6 -> ITS3)
- b. May 1st, 2018 – Planned Position Recruitment Announcement (Closes May 15th)
- c. May 22nd – 24th, 2018 – Interviews and Selection
- d. July 2nd, 2018 – Position Start Date

C. WATECH Migration

- a. December 31st, 2018 – Plan to Plan delivered to WATECH (completed)
- b. Move required by June 30th, 2019

D. System Security Update

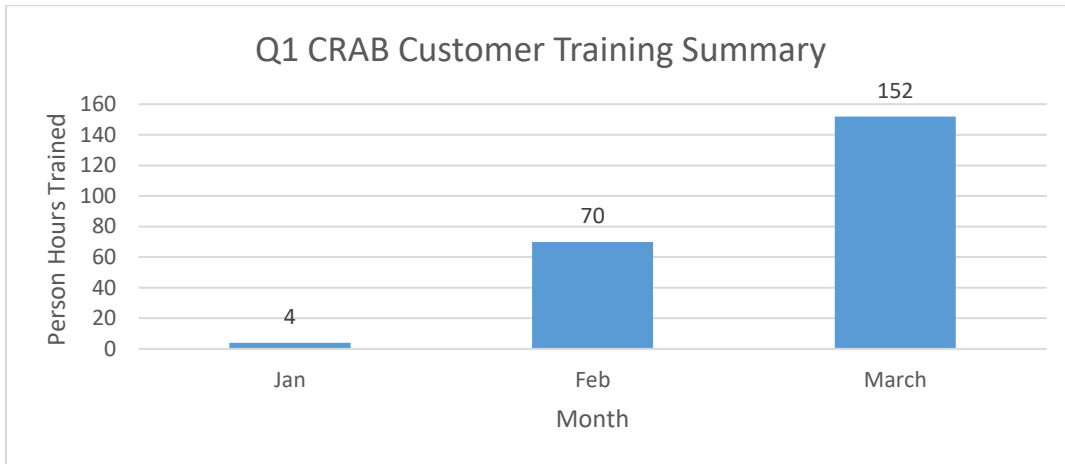
- a. Secure Socket Layer (SSL) Renewed through 2020, Systems Updated
- b. Fire wall improvements have reduced penetration attempts
 - i. Department of Homeland Security spent 2 weeks attempting to exploit CRAB
 - ii. Contacted OCIO
 - 1. OCIO requested DHS to test state systems
 - 2. Requested report of findings
 - a. No report => No findings

E. IT Policy Update

- a. Effective February, 15th, 2018 – IT Backup Policy
 - i. Improves disaster recovery capabilities
 - 1. Colorado DOT & City of Atlanta both recently experienced a ransomware attack, code name Samsam, targeting vulnerabilities shared by many government organizations, and, in the case of City of Atlanta, hackers successfully encrypted their on-site Backups. Our policy will mitigate these unavoidable risks by providing off-site backups.
 - ii. **NOT** for
 - 1. Archiving
 - 2. Version history

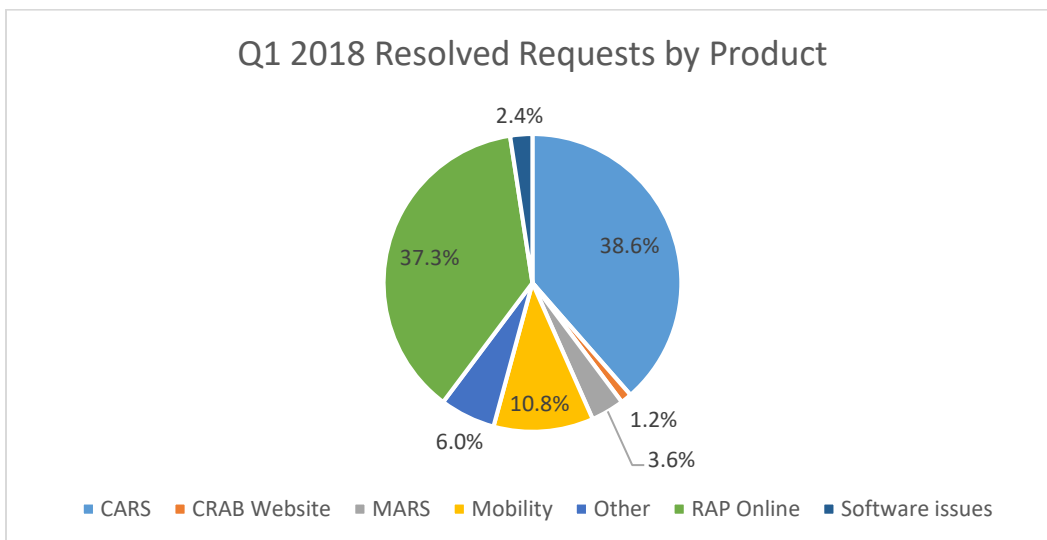
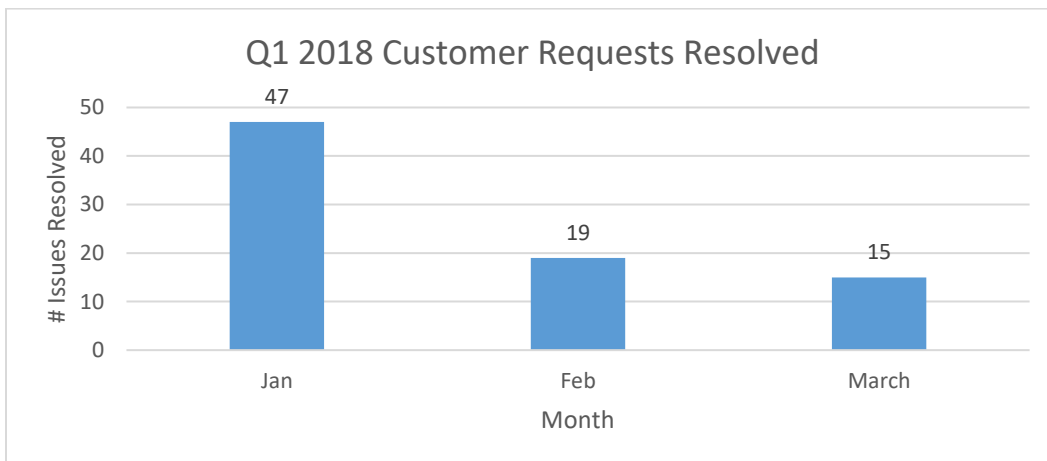
F. CRAB Customer Training

- a. 1st Quarter, 2018 – 226 person hours including 15 counties’ staff
- b. An indefinite moratorium of scheduled classroom Mobility training has been decided. Future Mobility training will be determined on an as-needed basis by request and/or waitlist demand.



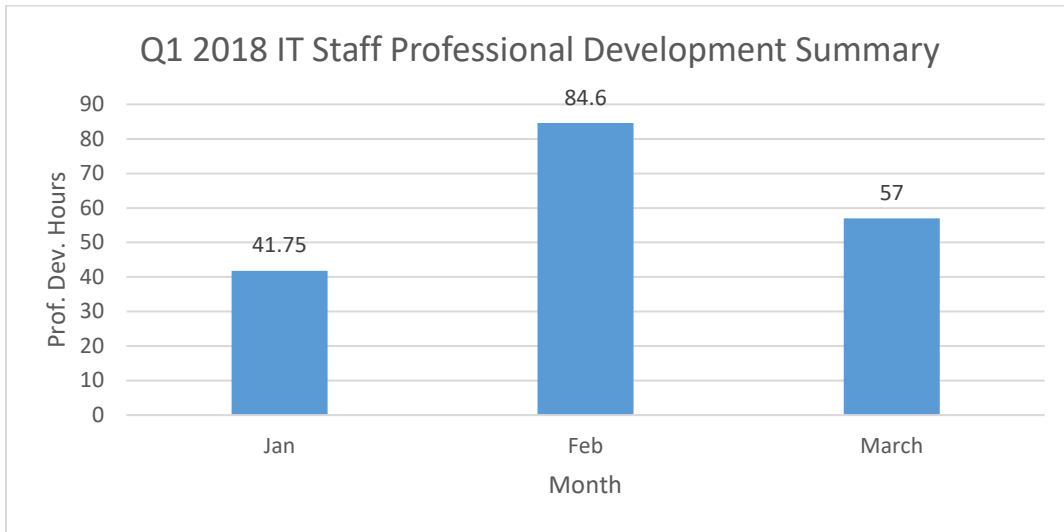
G. CRAB Customer Support

- c. 1st Quarter, 2018 – 83 reported issues were resolved across 7 categories



CRAB IT Staff Professional Development

d. 1st Quarter, 2018 – 183.5 hours of professional development & training



H. CRAB Website Enhancement Project

e. Demo by Jim Oyler, CRAB, Web and Training Strategist

April 2018 -- CRABoard

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

County Visits

Douglas - 2/6
Stevens - 2/8
Jefferson - 2/21
Snohomish - 3/2
Whatcom - 3/9
Yakima - 3/12
Franklin - 3/13
Benton - 3/13
Klickitat - 3/14
Columbia - 3/19
Garfield - 3/20
Asotin - 3/21
Adams - 3/22
Walla Walla - 3/23
Kitsap - 4/5
Kittitas - 4/10
Skagit - 4/12

Other meetings and activities

Traffic Records Oversight Council - 2/5
WSACE
 Executive Committee mtg - 2/6
 Western District Round-Table - 3/15
 Eastern District Round-Table - 3/22
CFCIP Tech Committee mtg - 2/14, 3/7
FMSIB Project Selection Committee mtg - 3/27, 4/24
SAO re: Asset Management - 3/27

Future: Last CRAB working day - 6/29

Office of the County Engineer Training

Customized training was presented to Snohomish County
 Road Maintenance - 3-hrs at Cathcart Shop, 12 participants - 3/1
 Engineering/Admin - 6-hrs at Snohomish Admin Bldg, 36 participants - 3/2

3-day training planned at CRAB, May 1-3, with 11 participants expected (10 counties)

County Engineer Desk Reference

Updated version being released week of April 16th