

**County Road Administration Board
Minutes
April 16-17, 2015**

Members Present: Dale Snyder, Douglas County Commissioner, Chair
*Brian Stacy, PE, Pierce County Engineer, Vice-Chair
Andrew Woods, PE, Columbia County Engineer, 2nd Vice-Chair
Rob Coffman, Lincoln County Commissioner
Ken Klein, Snohomish County Council Member
Bob Koch, Franklin County Commissioner
Todd Mielke, Spokane County Commissioner
Bill Schulte, Lewis County Commissioner
*Mark Storey, PE, Whitman County Engineer

Staff Present: Jay Weber, Executive Director
Walt Olsen, PE, Deputy Director
Jeff Monsen, PE, Intergovernmental Policy Manager
Bob Moorhead, PE, Maintenance Manager
Randy Hart, PE, Grant Programs Manager
Derek Pohle, PE, Compliance & Data Analysis Manager
Karen Pendleton, Executive Assistant
Rhonda Mayner, Secretary
Bob Davis, Systems Manager
*Kimberly Frinell, CRAB Counsel
**Steve Hillesland, Assistant Director
**Eric Hagenlock, Applications Specialist
**Jim Ayres, PE, Design Systems Manager
**Jim Oyler, Support Specialist
**Kathy O'Shea, Database Specialist

Guests: *Monte Reinders, PE, Jefferson County Engineer/Public Works Director
*Zoe Ann Lamp, Jefferson County Transportation Planner
*Kathleen Kler, Jefferson County Commissioner
*Chad Coles, PE, Spokane County Acting Engineer
*Gary Ekstedt, PE, Yakima County Engineer
*Brad Bastin, PE, Cowlitz County Engineer
*Melissa McFadden, PE, Mason County Engineer
**Scott Merriman, Office of State Treasurer

**Present April 16, 2015 only*

***Present April 17, 2015 only*

CALL TO ORDER

Chair Snyder called the County Road Administration Board quarterly meeting to order at 1:02 p.m. on Thursday, April 16, 2015, at the CRAB Office in Olympia.

CHAIR'S REPORT

Chair Snyder requested that all cell phones be silenced and that guests sign-in.

Approve Agenda for the April 16-17, 2015 Board Meeting

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

Approve Minutes of January 29-30, 2015 Board Meeting

Commissioner Koch moved and Mr. Storey seconded to approve the minutes of the January 29-30, 2015 CRABoard meeting as presented. **Motion carried unanimously.**

Chair Snyder noted that Chad Johnson from DES SACS was unable to attend.

EMERGENCY WAC CHANGES

Mr. Hart presented staff's proposed revisions to WAC 136-167-040, adding language allowing for additional project extensions to provide for the public safety, health or general welfare. The statutory authority for adoption is RCW 36.78. Second Vice-Chair Woods moved and Commissioner Coffman seconded to adopt the emergency WAC changes, and direct staff to bring forward language for a permanent WAC change at the July 2015 CRABoard meeting. **Motion carried unanimously.**

RURAL ARTERIAL PROGRAM – Randy Hart

Program Status Report

Mr. Hart reviewed the Rural Arterial Program project status report. He noted that 1009 projects have been completed. Anticipated revenue to the end of the 2013-2015 biennium is \$522,045,870. RAP expenditures to date total \$501,385,186. RAP obligations remaining to active projects are \$105,533,141.

RAP Projects Actions Update

Mr. Hart noted three projects facing construction lapsing in April 2015, two projects facing design lapsing in May and June, and other activities and requests handled by staff since the January 2015 CRABoard Meeting.

Resolution 2015-003 – Apportion RATA Funds to Regions

Mr. Hart presented Resolution 2015-003 to the Board. This resolution apportions the accrued amount of \$2,963,329 now credited to RATA in February and March 2015 to the regions by the established 2013-15 biennium regional percentages after setting aside \$82,000 for administration.

Commissioner Schulte moved and Vice-Chair Stacy seconded to adopt Resolution 2015-003 as presented. **Motion carried unanimously.**

**Resolution 2015-004 – Approve 2015-2017 RAP Projects and Allocate
Estimated 2015-2017 RATA Revenue**

Mr. Hart presented Resolution 2015-004 to the Board. This resolution approves projects in the five regions and allocates the estimated 2015-2017 fuel tax funds and turned back funds to the listed projects. Unallocated amounts will be assigned to projects in later arrays.

Northeast Region	\$15,696,000
Northwest Region	3,860,000
Puget Sound Region	1,913,688
Southeast Region	11,430,000
Southwest Region	<u>7,288,000</u>
Total Allocation:	\$40,188,388
Unallocated NE BR	1,599,300
Unallocated PS	387,312
Unallocated SE BR	<u>509,000</u>
Total funds available:	\$42,684,000

Following questions and discussion, Vice-Chair Stacy moved and Mr. Storey seconded to adopt Resolution 2015-004 as presented. **Motion carried unanimously.**

Project Request – Columbia County

Mr. Hart reported that Columbia County has requested a mid-construction phase lapsing time extension for their Tucannon Road project. The project was scheduled to lapse on April 11, 2015.

Mr. Hart noted that the project was fully RATA funded to \$1,327,500 on April 19, 2007. The county had established a phased construction methodology, noting that the Heffercock Creek Culvert work would be accomplished by county forces in 2013, and the full road construction project would be accomplished by competitive bid in 2014. As the project neared six-year lapsing in construction, the county was able to start some of its scheduled county forces construction work on April 11, 2013.

As of spring 2014, the county was on track to meet the two year “commencement of all remaining phases” requirement. The project was at 95% design and no issues were anticipated. During WSDOT review, however, the county has encountered environmental and right-of-way issues that prevented the project from moving forward.

The Washington Department of Fish and Wildlife (WDFW) was consulted and the WDFW biologist determined no Biological Assessment was needed. Upon later review of the Environmental Classification Summary, which the WSDOT requires from the county to fulfill federal National Environmental Protection Agency requirements, a clarification was required at a culvert replacement location that was near a part of the Tucannon River known to have protected species. At that time the

WDFW could not confirm or deny the presence of the species, and the burden of proof fell to the county. A Biological Assessment was then required.

The county asked that the Assessment requirement be waived since the culvert is dry most of the year and all work would be done within the established work window and not in-water. The county also cited it would meet construction requirements for Fish Passage Culvert Design published by WDFW. This request was denied.

The county therefore pursued the Assessment with its consultant, but after many assurances the county would receive a report from them, but this has not yet been supplied.

Of note, the WSDOT project review staff has changed and they have expressed that an Assessment is no longer necessary. Since the county has put the time and effort into one, WSDOT suggested it still be completed in the event it is needed later.

Right-of-way was also sent to WSDOT for review. One property owner had expressed interest in potential abandoned land between the old and new alignments for the project, and wished to use it as a "land swap" for land the owner would be losing with the new roadway. WSDOT states this would be complicated, and required the county hire an appraiser. The appraiser was hired in July 2014 and the county is awaiting right-of-way plan revisions from the consultant, who has been unresponsive. The county anticipates resolving right-of-way and acquisition this summer.

The county requests the CRABoard grant a one-year extension to the commencement of the roadway construction phase of the project, to April 11, 2016.

Staff finds the above issues listed by the county would qualify the project for a potential two-year extension had it submitted one before starting construction, and an extension would likely been granted by the Director. The project is now being delayed *after* initial construction, between phases. The phasing provision was added to WAC 136-170-030 after the initial construction lapsing WAC was already in place. The phased construction WAC does not address extensions between phases, but states that all phases must commence within two years of the first. The county may have been eligible for an extension if it hadn't received the previous one-time-only extension; however, if construction is viewed as applying to the entire project in its continuous development through phases, the phasing WAC itself appears to prohibit this. Staff therefore defers to the Board for further discussion and final determination regarding Columbia County's request.

Second Vice-Chair Woods presented additional information to the Board, then recused himself from discussion and voting on the request and vacated the Board Room.

Following questions and discussion, Commissioner Mielke moved and Commissioner Schulte seconded to approve Columbia County's request for a lapsing time extension to April 11, 2017 for the Tucannon Road Project 0707-01. **Motion carried unanimously, with Second Vice-Chair Woods recused.**

Following counsel of Ms. Frinell, Commissioner Mielke moved and Mr. Storey seconded to waive any required payback of expended funds due to lapsing rules at this time. **Motion carried unanimously, with Second Vice-Chair Woods recused.**

Second Vice-Chair Woods returned to the Board Room.

Project Request – Jefferson County

Mr. Hart announced that Jefferson County has requested \$93,600 in emergency RATA funding for the repair and restoration of Dosewallips Road, milepost 3.15–3.30.

Mr. Hart noted that Dosewallips Road is a rural minor collector that connects a number of residents, businesses, and the Olympic National Forest and National Park to State Route 101 and Hood Canal, just north of Brinnon, WA. On December 10-11, 2014, high flows in the Dosewallips River partially washed out the Dosewallips Road at MP 3.25, reducing the road to a single lane. County Commissioners declared an emergency on December 11, 2014 and the county began cleanup and repair of the site. The emergency repair was completed using a local contractor and county forces. The cost to the county to accomplish restoration of the roadway was \$104,000. The regional RATA contribution limit, at 90%, puts the total RATA funds requested at \$93,600. The county has acknowledged that any RATA funding awarded per this request will result in a reduction in its 2017-19 funding limit by that amount.

Staff has reviewed the project site and finds damage to Dosewallips Road occurred due to undermining of the road support structure by the encroaching Dosewallips River. Since the county declared an emergency on December 11 and restricted travel, staff finds that this request meets the requirements for RAP emergency funds, and recommends approval of \$93,600 for repair of Dosewallips Road at milepost 3.15-3.30. This funding amount, if approved, will be deducted from the county's funding limit for the 2017–19 biennium.

Mr. Hart introduced Mr. Reinders, Ms. Lamp, and Commissioner Kler, who presented additional information to the Board.

Following questions and discussion, Commissioner Schulte moved and Vice-Chair Stacy seconded to approve Jefferson County's request for \$93,600 for repair of Dosewallips Road at milepost 3.15-3.30, with that amount deducted from the county's funding limit for the 2017-19 biennium. **Motion carried unanimously.**

Project Request – Spokane County

Mr. Hart announced that Spokane County has requested a lapsing moratorium be placed on their Bigelow Gulch 4 project from April 19, 2015 to April 19, 2016

Mr. Hart noted that Bigelow Gulch was fully funded in March 2010 for a total of \$5,987,480. On January 29, 2013 the county was granted a time extension of two years to April 19, 2015. The county finds itself near construction except that the final National Environmental Policy Act (NEPA) approval from FHWA is on hold awaiting action on an appeal of the document in the Ninth District Federal Court. Though the county is not a party to the appeal, the NEPA cannot move ahead and the county has no control over its progress. FHWA is not responding to requests from the county regarding progress on the appeal other than to inform the county that “we have sent it to legal”.

Bigelow Gulch 4 is one of six sections (three completed, three active) that comprise a large regionally significant corridor improvement involving over \$15,000,000 in RATA funding. Staff finds the county has repeatedly dealt with a number of setbacks to the project yet is committed to completing it as soon as it has the opportunity. The construction of Bigelow Gulch 4 also impinges upon timely construction of RATA-funded Forker Road, which is adjacent to it and next in the county’s construction schedule. Staff finds the progress of these improvements is essential to effectively manage RAP program cash flow, meet programming commitments it has made over the life of this and many other projects, and retain a steady, reduced balance in the account. WAC 136-167-040 states that the CRABoard may at any time place a moratorium on lapsing of projects that are delayed due to CRAB-initiated rescheduling, and establish a new lapsing date to fit the CRABoard’s programming needs. Staff recommends a moratorium on lapsing be placed on the Bigelow Gulch 4 project, holding lapsing in abeyance.

Mr. Hart introduced Mr. Coles, who presented additional information to the Board. Commissioner Mielke also presented additional information, then recused himself from discussion and voting on the request and vacated the Board Room.

Following questions and discussion, Commissioner Coffman moved and Commissioner Koch seconded to approve Spokane County’s request for a moratorium on lapsing on the Bigelow Gulch 4 project, holding lapsing in abeyance.
Motion carried unanimously, with Commissioner Mielke recused.

The Board noted that they would like to have the progress of the project reviewed at the April 2016 CRABoard Meeting. Commissioner Mielke returned to the Board Room.

Chair Snyder called for a brief recess.

Project Request – Yakima County

Mr. Hart announced that Yakima County has requested an additional, emergency construction lapsing time extension to April 19, 2016 for their North Meyers Road Bridge #502 project.

Mr. Hart noted that Bridge #502 is one of three projects adjacent to each other that have gained RATA funding since 2003. Funded in 2003, the county realized Bridge #485, which crosses the main channel of the Yakima River, would take two construction seasons to accomplish. The county therefore also sought funding for Bridge # 502 and Meyers Road so that improvements needed throughout could be done efficiently and in sequence.

In approximately 2003, the Yakama Tribe notified the county that the Road Grants that established the County Road System on the reservation were invalid and therefore utilities, which had franchises with the county, on County Roads within the reservation were trespassing. In 2007, the Tribe notified the county that the right of way for North Meyers Road in the vicinity of Bridge #485 was invalid due to a discrepancy in the Right of Way authorization by the Interior Department. By October 2014, the county finally secured the right-of-way with regard to the Tribe for the Bridge #485 project, but utility companies are still in the process of obtaining their own easements. Bridge #502 abuts deeded land and no tribal right-of-way is involved.

Since Bridge #485 was due to lapse in 2011 and there appeared to be no imminent resolution to the right-of-way issues, the project was withdrawn from RATA funding by the county, and payback of the \$123,217.30 RATA funds received was waived by the CRABoard.

The county has been unsuccessful in obtaining the needed right-of-way from the Tribe for the North Meyers Road reconstruction project. This project was also withdrawn by the county on January 8, 2015 and \$68,161.73 in expended RATA funds was paid back to CRAB.

The CRABoard approved \$367,000 in RATA funding for North Meyers Road Bridge #502 on April 19, 2007. Due to scope changes mandated by WDFW, the cost of the project grew significantly to \$2.9 million. The county therefore sought and gained funding from the federal Bridge Replacement program and began pursuing NEPA environmental review.

These issues delayed the anticipated cost and construction date on Bridge #502 such that the county requested and gained a two-year construction time extension to April 19, 2015.

All needed federal funding for both bridges is now secured. NEPA is completed for both bridges, and right-of-way is certified for Bridge #485. Right-of-way for Bridge

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#502, however, is not secured and the county will likely have to resort to condemnation on private ownership.

The county has continued with its plans to replace federally funded Bridge #485 concurrently with Bridge #502. Although Bridge # 502 abuts deeded land, the work is tied to Bridge #485 replacement since the Yakama Tribe requires continued review of alignment survey information on both bridges to avoid further discrepancies.

CRAB staff has reviewed the project site and the scope change request. Staff finds that the county has diligently pursued the project, which has been tied to other projects and multiple right-of-way issues. Staff also finds that although the project is scheduled to lapse on April 19, 2015, the county is prepared to move to condemnation to secure the last piece of needed right-of-way. Staff therefore recommends an additional extension, per adoption of emergency WAC rule changes to WAC 136-167-040, which will allow the county to retain its RATA funding while it continues to move the project to construction.

Mr. Hart introduced Mr. Ekstedt, who presented additional information to the Board.

Following questions and discussion, Vice-Chair Stacy moved and Second Vice-Chair Woods seconded to approve Yakima County's request for an additional, emergency construction lapsing time extension to April 19, 2016 for their North Meyers Road Bridge #502 project. **Motion carried unanimously.**

PROPOSED WAC REVISIONS – SCHEDULE PUBLIC HEARING

Mr. Hart presented staff's proposed revisions to WAC 136-167-040, adding language allowing for additional project extensions to provide for the public safety, health or general welfare.

Second Vice-Chair Woods moved and Mr. Storey seconded to schedule a public hearing for Thursday, July 16, 2015 at 2:00 pm in the CRAB Board Room. **Motion carried unanimously.**

Chair Snyder called for a brief recess.

CRAB staff presented Ms. Frinell with a cake in appreciation of her years of counsel to the Board, and wished her luck as she leaves Washington State service and moves to California.

COMPLIANCE REPORT – Derek Pohle

Mr. Pohle reported on county compliance in required submittals of Road Levy Certification, Traffic Law Enforcement Certification, Certification of Expenses for Fish Passage Barrier Removal, Annual Construction Report, CAPP Report, Bridge Inspections, Annual Certification, and Annual Certification for Maintenance Management. He noted that all 39 counties submitted their electronic filings in a timely

manner, although eight counties have yet to update their Bridge and Inspection reports to contain the statutory minimum requirements. CRAB staff will continue to work with these counties in an effort to bring these reports up to minimum requirements. He also noted that there are a handful of counties that are inadvertently over-diverting due to the counties' financial business practices. CRAB staff is working on this issue and most of the counties affected are receptive to staff's counseling.

He reported that all 39 counties are in full compliance of the Standards of Good Practice for 2014, and therefore staff recommends that Certificates of Good Practice be issued to each of the counties.

He reported briefly on vacancies in the office of County Engineer and a continuing audit finding for Skamania County. Regarding the proposed New Standard of Good Practice for Traffic Law Enforcement, he noted that to date staff has received one inquiry and one response from the Legislative/Executive leadership in the counties. Staff has received some anecdotal reports from a few County Engineers indicating discussions with their Boards appeared that this proposal was not causing them undue concern.

Mr. Pohle outlined his recent meetings and activities.

RESOLUTION 2015-005 - ANNUAL CERTIFICATION – Jay Weber

Mr. Weber announced that as required by RCW 36.78.090 and RCW 36.78.100, and pursuant to WAC 136-04-010 through WAC 136-04-060, he is submitting to the County Road Administration Board a report of the review of the annual certifications submitted by the counties for the calendar year 2014. Each year, these certifications provide information to this agency which touches upon three main areas: Management and Administration; Document Submittal, which includes such items as road levy certification, road log updates, construction reports, etc.; and Operations. From receipt of this information, staff is able to determine the level of compliance with applicable laws and Standards of Good Practice achieved by the counties of the State of Washington, and it is upon demonstrated compliance with these laws and standards which continued receipt of the fuel tax distribution depends.

He concluded that he is pleased to be able to report to the Board that all of the 39 reporting counties have demonstrated reasonable and substantial compliance with all applicable laws and Standards of Good Practice. He therefore recommended approval of Resolution 2015-005 stating the issuance of Certificates of Good Practice in the names of the thirty-nine counties listed on the resolution.

Commissioner Coffman moved and Commissioner Koch seconded to approve Resolution 2015-005, issuing Certificates of Good Practice to all 39 counties. **Motion carried unanimously.**

DIRECTOR'S REPORT – Jay Weber

CRABoard Positions

Mr. Weber reported that on March 17, 2015 he sent a letter to WSAC President David Sauter notifying him of the expiration in June 2015 of the terms of Commissioner Bob Koch, Council Member Ken Klein, and County Engineer Brian Stacy. He noted that all three members are eligible for reappointment by WSAC.

WSACE County Engineer of the Year Nominations

Mr. Weber reported that nomination forms for the WSACE Engineer of the Year have been sent out. This year's application deadline is May 8, 2015.

WSACE Project-Program Manager of the Year Award

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

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

The specific project or program must have been completed if a project, or substantially underway if a program, by the end of the year for which the award was submitted. 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. Applications are due by May 8, 2015.

Current Budget

Mr. Weber reviewed CRAB's current budget status, reporting that all of the accounts show positive variances and are expected to remain so through the remainder of the biennium. He noted that the supplemental budget has not yet been passed by the legislature, and that the \$10 million in Highway Safety Account funds that has been received for the last two biennia has been included under the House version of the supplemental budget.

2015-17 Budget HB1299

Mr. Weber reported that the proposed budget is largely the same as the 2013-15 budget in regards to CRAB's funding.

Legislative Update/Discussion

The Board discussed bills currently before the Legislature that are of interest to the counties.

Gravel Roads Work Plan Proposal – Bob Moorhead

Mr. Moorhead presented staff's proposal to update the 1997 CRAB report "County Gravel Roads in Washington State", which developed a scope of work to upgrade all county gravel roads on the Freight and Goods Transportation System (FGTS) and urban areas to hard-surfaced roads.

A "Gravel Roads Work Plan" has been developed by the CRAB Staff. The intended purpose is to identify a range of estimated costs to maintain the county FGTS gravel roads, and potential funding sources that may be available to perform that maintenance on an on-going basis. Using existing data in Mobility, Don Zimmer has compiled a county-by-county inventory of gravel FGTS routes on arterials and local access routes. As of January 1, 2014, the center-line miles of gravel county roads was 1,255.06 miles, with 1,184.21 miles in Eastern Washington, and 70.85 miles in Western Washington.

Some of the current Transportation Budget and Revenue proposals pending at the current Legislative session contain only minimal new funding for county roads, which may result in the need to maintain a growing mileage of gravel county roads. The \$10 million Highway Safety Account funding distributed through the CAPP formula in 2013-15 is in at least one, but not all, of the proposed 2015-17 Transportation bills.

Mr. Moorhead noted that the 1997 report provided cost estimates to upgrade all gravel county roads to paved roads, but additional funding sources for this goal have not yet been provided. If current cost estimates for that scope of work were to be developed, the totals would be much greater with the likely need to include surfacing for all-weather legal loads, safety issues, multimodal facilities for pedestrians and bicycles, right-of-way purchases, and permitting and mitigation issues.

Staff recommends the CRABoard authorize staff to take the first steps to develop the 2015-2016 Gravel Roads Work Plan, with a preliminary status report to be presented at the July 2015 CRABoard Meeting. If then directed to continue the effort, staff would present the final report no later than the April 2016 CRABoard Meeting.

The Board directed staff to begin work on the plan and report back at the July 2015 CRABoard Meeting.

Vice-Chair Stacy noted that he would not be in attendance the following day as he was departing for the National Association of County Engineers Annual Conference in Florida. He thanked CRAB staff for their assistance over the last year and into the next as the WA State Association of County Engineers prepares to host the national conference in Tacoma in 2016.

**Chair Snyder recessed the meeting at 5:08 pm on Thursday, April 16, 2015.
The meeting will resume Friday, April 17, 2015 at 8:30 am.**

Friday, April 17, 2015

CALL TO ORDER

The CRABoard meeting was reconvened by Chair Snyder at 8:30 am on April 17, 2015.

TRANSPORTATION FUNDING – Scott Merriman

Mr. Merriman noted that currently a large portion of the revenue from fuel taxes is being spent on debt repayment. The Office of the State Treasurer is advocating the utilization of a cash basis of payment rather than incurring further debt, and promoting better decision making in the planning and financing of transportation projects.

INTERGOVERNMENTAL POLICY UPDATE – Jeff Monsen

Mr. Monsen reported travel to and meetings at Mason County, Kitsap County (two visits), Clallam County, Skamania County, Whatcom County, Skagit County (three visits), Franklin County, and Benton County (two visits). He briefly noted other meetings and activities since January 2015.

He reported on County Engineers' Training, noting customized training presented in Skamania County, 3 hours with 3 participants on March 12 and Skagit County, 3 hours with 33 participants on March 20. Training is planned at Clark County on April 29, with 2 hours with County Administrator and Council and 3 hours with Public Works staff. A full three-day session at the CRAB offices is scheduled for May 12-14, with 11 participants signed up so far.

He noted that an audit of Mason County received earlier this week showed ongoing financial difficulties. CRAB staff will be working closely with the Office of the State Auditor and Mason County staff to seek solutions for the county's problems.

MAINTENANCE MANAGEMENT UPDATE – Bob Moorhead

Mr. Moorhead summarized his recent activities, and reported on recent and upcoming training sessions conducted by CRAB staff.

Chair Snyder called for a brief recess.

INFORMATION SERVICES UPDATE – Steve Hillesland

Mr. Hillesland noted Mr. Hagenlock's report on the progress of the Systemic Safety Project, then introduced Mr. Ayres, who presented an overview of Unmanned Aerial Vehicles (UAV). He noted that an introductory class was held at the CRAB offices on April 15, which included a demonstration of the device in the field. CRAB will be purchasing a device from SenseFly at a substantial discount for training purposes.

Mr. Ayres also noted technical assistance he gave to Asotin County in their defense in a recent lawsuit regarding the Public Records Act. He also testified as an expert witness in the trial.

DEPUTY DIRECTOR'S REPORT – Walt Olsen

County Engineers/Public Works Directors

Mr. Olsen noted three changes since the January 2015 CRABoard Meeting:

Franklin County continued under an Acting County Engineer appointment of Dan Ford, PE, until March 6. On March 4, Franklin County appointed Craig Erdman, PE, as the acting County Engineer, effective March 7, until a permanent appointment is made.

Spokane County announced the retirement of County Engineer Bob Bruggeman, PE, effective March 16. On March 10, Spokane County appointed Chad Coles, PE, as County Engineer, effective March 17, until a permanent appointment was made. By phone, Spokane County has notified the Board that Mitch Reister, PE, Chelan County Engineer, has been appointed Spokane County Engineer, effective April 27. Mr. Reister's last day with Chelan County will be April 19.

County Visits

Mr. Olsen noted county visits completed since January 2015 in Stevens County, Spokane County, Lewis County, Wahkiakum County, Skagit County, and Kitsap County.

Numerous contacts with County Engineers took place in other venues.

County Audit Reports reviewed since January 2015

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 four audit reports representing four counties since the January 2015 Board Meeting. One audit contained a total of two findings issued and none involved County Road Funds in any form. Any audits with "Finding Report" in bold print revealed substantive findings involving County Road Funds.

2013 Audits

Report #	Entity/Description	Report Type	Audit Period	Release Date	New Find#	Co.Rd.?	PrevFind#	Status
1013847	King County	Accountability	07/01/2013 to 06/30/2014	3/26/2015	2	Y	0	Resolved
1013815	Benton County	Accountability	01/01/2013 to 12/31/2013	3/23/2015	0	N	0	
1013754	Spokane County	Accountability	01/01/2013 to 12/31/2013	3/9/2015	0	N	1	
1013617	Franklin County	Accountability	01/01/2013 to 12/31/2013	2/17/2015	0	N	0	

Other Activities and Visits since January 2015

Mr. Olsen reported on his other activities.

Chair Snyder adjourned the meeting at 10:37 am.

Chairman's Signature: _____

Attest: _____