WASHINGTON STATE
COUNTY ROAD ADMINISTRATION BOARD

CRABoard Meeting

October 23-24, 2025
Yakima, Washington
(Yakima County)

2404 Chandler Court SW, Suite 240
Olympia, WA 98502
360-753-5989
www.crab.wa.gov

WASHINGTON STATE
COUNTY ROAD
ADMINISTRATION BOARD

AGENDA

County Road Administration Board
Thursday, October 23, 2025
Oxford Suites Yakima - Town Meeting Room
& Via Teams (hybrid)
9:00 am - 4:30 pm

Thursday

Time	No.	Item			Page #'s
9:00 AM		**Call to Order**			
	1	**Chair's Report - Commissioner Pollock**			
		A. Approve **October 23-24, 2025** Agenda	Action	Enclosure	2 - 3
		B. Approve Minutes of **July 31, 2025** CRABoard Meeting	Action	Enclosure	4 - 12
		Public Comment Period			
9:05 AM		**Commissioner Curtis Welcomes CRABoard to Yakima**			
	2	**Rural Arterial Program - Steve Johnson, PE**			
9:10 AM		A. Resolution **2025-009** - Apportion RATA Funds to Regions	Action	Enclosure	13
		B. Consider Call for Projects 2025-2027 Biennium	Action	Enclosure	14 - 21
		C. Project Board Action - Asotin County Extension	Action	Enclosure	22 - 28
	3	**Proposed WAC Changes:**			
9:30 AM		<u>**Public Hearing**</u> **(9:30am)**			29 - 35
		i. Amending **WAC 136-60-070** to make changes to the Standards of Good Practice for maintenance of county road logs.	Action	Enclosure	
		ii. Amending **WAC 136-070** to make changes to the Standards of Good Practice for pavement management system requirements for county arterial preservation program eligibility.	Action	Enclosure	
		ii. Amending **WAC 136-100-050** to an out-of-date for the source of rural land area.	Action	Enclosure	
9:45 AM	4	**Senate Transportation Ranking Member - Senator King**	Info		36
	5	**County Presentations**			37
10:30 AM		A. Yakima County - Matt Pietrusiewicz, P.E. (CE)	Info		
		B. Benton County - Matt Rasmussen, P.E. (CE)	Info		
	6	**Executive Director's Report - Jane Wall**			38
11:30 AM		A. Approve Annual Certification Form	Action	Enclosure	39-40
		B. Director's Activities	Info		
12:00 PM		**Lunch Break** **(Providing Board Lunch)**			
	7	**Local Road Program – Todd O'Brien, P.E. and Drew Woods, P.E.**			41
1:00 PM		A. Program Update	Info	Enclosure	42-43
		B. WAC 136-700	Action	Enclosure	44-65

(cont'd)

Thursday (cont'd)

8 3:00 PM	**IT Division Report - Eric Hagenlock** Annual IT Certification Report	Info	Enclosure	66 - 68
9 3:15 PM	**Engineering Division Report - Drew Woods, PE**			
	A. Supplemental Budget Request	Info	Enclosure	69 - 82
	B. Engineering Division Report	Info	Enclosure	83- 98
	C. CARS and RAP Online User Survey	Info	Enclosure	99-106
	D. Puget Sound Ferry Account Update	Info		
10 4:00 PM	**WSACE Managing Director Report - Axel Swanson**	Info		107
11	**Possible Executive Session**			

ADJOURN

5:00 PM **Board Dinner - Location: Yakima Steak Company**
221 W Yakima Ave, Yakima, WA 98902

ARRANGED BY YAKIMA COUNTY

Friday **Mini County Road Projects Tour - Yakima County**
8:00 AM Gather in Hotel Lobby 8:00- 8:15am
11:00 AM Load by 8:15-8:30am, **depart promptly by 8:30am**!

11:30AM **Head Home**

Chair: ____

Attest: ______________________________________

Minutes
County Road Administration Board
July 31, 2025
Cowlitz County Event Center (Longview, WA)
and Teams participation

Members Present:	Grant Morgan, PE, Garfield County Engineer, Vice Chair Lindsey Pollock, Lewis County Commissioner 2nd Vice Chair Carolina Mejia, Thurston County Commissioner Eric Pierson, PE, Chelan County Engineer (online only) Art Swannack, Whitman County Commissioner Doug McCormick, PE, Snohomish County Engineer Peter Browning, Skagit County Commissioner Zack Trudell, Ferry County Commissioner
Members Absent:	Al French, Spokane County Commissioner
Staff Present:	Jane Wall, Executive Director Drew Woods, PE, Deputy Director Jason Bergquist, Executive Assistant Jacque Netzer, Communications Director Steve Johnson, PE, Grant Programs Manager Mike Clark, Road System Inventory Manager Derek Pohle, PE, Support, Training and Compliance Manager Scott Campbell, IT Senior Security Specialist
Staff Present: Via Zoom	Eric Hagenlock, IT Director
Guests:	Susan Eugenis, PE, Cowlitz County Engineer Jeremy Provenzola, PE, Clark County Engineer Steven Ferrell, Cowlitz County Commissioner Axel Swanson, WSACE Managing Director Erik Hansen, Office of Financial Management (OFM) Representative Jake Fey, Chair of House Transportation Committee Ashley Probart, TIB Executive Director

Thursday, July 31, 2025
CALL TO ORDER

Vice Chair Morgan called the meeting to order at 9:00am.

CHAIR'S REPORT

Board Appointments
Vice Chair Morgan read a letter from WSAC confirming CRABoard Appointments for Commissioner Trudell, Commissioner Browning, and County Engineer Eric Pierson who were each appointed to 3-year terms expiring in June 2028.

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

Vice Chair Morgan turned the meeting over to the newly appointed Chair Pollock who opened the floor for nominations of Vice-Chair and Second Vice-Chair.

Commissioner Browning made a motion to nominate Commissioner Pollock as Chair, Commissioner Mejia seconded. Motion passed unanimously.

Doug McCormick made a motion to nominate Commissioner Swannack as Vice Chair, Commissioner Trudell seconded. Motion passed unanimously.

Commissioner Swannack made a motion to nominate Doug McCormick as 2nd Vice Chair, Grant Morgan seconded. Motion passed unanimously.

Chair Pollock closed nominations.

Final Appointments: Commissioner Pollock as Chair, Commissioner Swannack as Vice-Chair, and Doug McCormick as 2nd Vice-Chair.

Approve Agenda for July 31, 2025 Meeting

Grant Morgan moved and Commissioner Swannack seconded to approve the agenda as presented. **Motion passed unanimously**.

Approve Minutes of May 1-2, 2025 CRABoard Meeting

Commissioner Browning moved and Commissioner Swannack seconded to approve the minutes of the May 1-2, 2025 CRABoard meeting. **Motion passed unanimously.**

Set 2026 CRABoard Meeting Dates
Chair Pollock asked for any comments on the proposed dates for the 2026 Meeting schedule. For our January 2026 meeting, the Board will do a Legislative Hill Climb on the Wednesday, January 28 and then hold their Board meeting the following day on Thursday, January 29. Otherwise, the normal cadence for meetings are half days on a Thursday-Friday. Ms. Wall asked the Board if they liked having 2 board meetings on the road and the feedback was yes.

Commissioner Mejia asked for the Board to consider touring local road projects in Thurston County and perhaps neighboring counties like Lewis and Mason when the Board is in Olympia and Ms. Wall suggested we'll look at doing that during the April 2026 board meeting.

Doug McCormick moved, and Commissioner Browning seconded to set the 2026 meeting dates for: January 28-29 (Olympia), April 30-May 1 (Olympia), July 30-31 (Wenatchee) and October 15-16 (San Juan). **Motion passed unanimously.**

Chair Pollock welcomed Cowlitz County Commissioner Ferrell to our Board meeting. He appreciated the invite to appear and welcome the CRABoard to Cowlitz County and hoped they enjoyed their time while in the county.

Special Presentation – Motor Vehicle Fuel Tax (MVFT)

Mike Clark shared an overview & history of the Motor Vehicle Fuel Tax (MVFT) to the Board.

Drew Woods & Mike Clark will be at County Leaders Conference (CLC) in Spokane, WA this November doing a presentation to the counties to help highlight recent changes to the Motor Vehicle Fuel Tax (MVFT), how it will impact counties and how to get the most out of the tax.

CERTIFICATIONS

Resolution 2025-005 Certifying the 2024 Master County Road Log
Mike Clark presented Resolution 2025-005 - Certifying the 2024 Master County Road Log, to reflect the county road system as of January 1, 2025. He reported that all 39 counties are compliant with the requirements, and staff recommend approval of the road log. Mr. Clark noted that this certification is on an annual basis.

Following discussion and questions, Commissioner Mejia moved, and Commissioner Swannack seconded to approve Resolution 2025-005 - Certifying the 2024 Master County Road Log. **Motion passed unanimously.**

Resolution 2025-006 Regarding Certifying MVFT Allocation Factors
Mr. Clark presented Resolution 2025-006 - Regarding Roadway Categories and Unit Costs for the 2025 and 2026 County Fuel Tax Distribution, which certifies the factors used in the computation of the fuel tax allocation to the individual counties. Staff recommends approval of the resolution. He also presented two attachments which explained the calculations and mileages for each county relating to the resolution.

Following discussion and questions, Commissioner Browning moved, and Commissioner Trudell seconded to approve Resolution 2025-006 - Regarding Roadway Categories and Unit Costs for the 2025 and 2026 County Fuel Tax Distribution. **Motion passed unanimously.**

Resolution 2025-007 - Apportion RATA Funds to Regions
Steve Johnson presented Resolution 2025-007 - Apportion RATA Funds to Regions, which authorizes the accrued amount of $5,328,635 made available in the Rural Arterial Trust Account for April, May, and June 2025 be apportioned to the regions by the established 2023-25 regional percentages after setting aside $190,985 for administration.

Commissioner Swannack moved and Grant Morgan seconded to approve Resolution 2025-007 - Apportion RATA Funds to Regions. **Motion carried unanimously.**

Resolution 2025-008 – Establish 2025-2027 Regional Apportionment Percentages

Mr. Johnson presented Resolution 2025-008 - Establish 2025-2027 Regional Apportionment Percentages, which computes the apportionment percentages for each of the five regions as follows: **43.6%** (Northeast); **10.92%** (Northwest); **6.91%** (Puget Sound); **23.67%** (Southeast); **14.90%** (Southwest); which totals to **100.00%.**

Commissioner Browning moved and Doug McCormick seconded to approve Resolution 2025-008 - Establish 2025-2027 Regional Apportionment Percentages. **Motion carried unanimously.**

County Ferry Capital Improvement Program (CFCIP) Call for Projects

Mr. Johnson updated the Board that there were no requests for a call for projects so there will not be a call this cycle. CFCIP is on a 4-year cycle, and only 4 ferry counties are allowed contracts, 3 of which already have a contract in place with only 1 county (Wahkiakum) eligible, but they are not requesting one currently.

Chair Pollock called for a 10-min recess @10:13am, and meeting resumed @ 10:25am.

COUNTY OVERVIEW & PROJECT PRESENTATIONS

Cowlitz and Clark counties were each invited to present to the Board an overview of their CRAB funded projects, including any challenges they're currently facing. Speakers included: Susan Eugenis, PE (Cowlitz County Engineer), and Jeremy Provenzola, PE (Clark County Engineer).

IT DIVISION REPORT

Mr. Hagenlock shared some of the key accomplishments of his IT Team, which included:

- **PAVER:**
  - *Target End Date: 7/30/2025* *However we're just a little behind schedule.
  - Progress Update: Project Team has procured ESRI services with Innovation and Modernization Fund (IMF) grant funds to complete the Upload/Download project goal. CRAB Staff has successfully imported GIS-Mo data into PAVER and performed road tests to confirm operation and demonstrate GPS function.
  - Outcomes: All project costs incurred and reimbursed for the PAVER implementation. Remaining work is completing handoff of ESRI tool with no additional costs anticipated.

- **GIS-Mo Upgrade:**
  - **Completed!**
  - Progress Update: CRAB IT Team has done amazing work ahead of performing this very challenging and complex upgrade of core GIS-Mo systems, ESRI & VUEWorks. We have one of the most complex and sophisticated transportation asset management systems available which makes finding community solutions

to GIS-Mo issues challenging as we are so unique. However, all have been overcome and the plan communicated to success is expected!

- **CRAB Data Hub:**
    - **Completed!**
    - Vendor was unable to make deliverables with 90% budget exhausted by hourly invoicing.
    - Outcomes: The Data Hub Project Team encountered many challenges with vendor but was able to complete this project on-time! Bree Norlander managed this project.

- **CoPilot AI Trial Generative AI:**
    - **Completed!**
    - Four licenses assigned, three IT one Engineering. These evaluators are experimenting various use cases and evaluating effectiveness to report back to CRAB Staff and Executive Team to discuss policy and next steps.
    - Outcomes: CRAB's evaluation period has ended for Microsoft Copilot paid licenses. Currently compiling results of evaluators to determine next steps. Trial was underwhelming and left much to be desired. As a state agency, we're limited with the use of AI like with ChatGBT.

- **Traffic Records Forum**
  Eric Hagenlock and Bree Norlander attended the National Traffic Records Forum in Boston, MA from July 6-9, 2025 and said it was a fantastic event. They both presented on a panel and explained who CRAB was and explained how we're using this type of data in support of our 39 counties. They also got to see what other states/counties are doing which will help us with setting new goals for our county roads. Overall, it was a great networking opportunity and allowed them to gauge our technology products, services and strategies against many other state, county, and city agencies.

- **GIS-Mo Training**
  CRAB staff brought GIS-Mo Training to Colville, WA from May 13-14, 2025. In addition to the always popular Dynamic Report training, a new course curriculum was offered concerning Work Management, a critical feature of asset management. Our post training survey indicated it was a successful event.

- **GIS-Mo Conference: Level Up**
  This September 23-25, 2025, CRAB will host the first annual GIS-Mo Conference in Ellensburg, WA. Registration is Full and we're at capacity with 38 of 39 counties represented! This three-day event will be held at The Hotel Windrow and provide a packed and varied agenda including training, networking opportunities and expert roundtables, with keynote speaker Joanne Pearson, Washington State GIS Coordinator.

Chair Pollock welcomed Erik Hansen, Transportation Senior Budget Advisor, OFM, to the CRABoard meeting as he was in attendance so she wanted to recognize & welcome him.

EXECUTIVE DIRECTOR REPORT

Jane Wall shared that May was spent wrapping up and processing all that had been done during the legislative session. CRAB presented 2 awards at the June 2025 WSACE Annual Conference in Everett, WA. County Engineer of the Year went to Monte Reinders, PE (Jefferson County) and Program Manager of the Year was given to Eric Kuzma (Jefferson County). She travelled to Leavenworth for TIB in May and presented to the Good Road Association (in Olympia). Rep. Fey and Sen. King were also in attendance for the Good Roads Association.

Ms. Wall is preparing for fall where she has several legislative meetings scheduled, two conferences, and a presentation to the Tri-Cities Good Roads Association.

Ms. Wall detailed her activities from the previous quarter, and future travel and activities which include:

- CRAB will be celebrating its 60th Anniversary in Olympia, WA on Thurs, Aug 14, 2025, with a reception at the Jacob Smith House in Lacey, WA from 5:00 – 8:00pm.
- 2025 GIS-Mo LEVEL UP Conference (September – Ellensburg)
- APWA Fall Meeting (October – Yakima)
- CRABoard Meeting (October – Yakima)
- County Leaders Conference (November – Spokane)

Staffing Update

Brian Bailey (Design & UAS Programs Manager) departed CRAB in June 2025. CRAB is reassessing that open position to better meet the needs of counties. We have a new position open for recruitment (posted last week) to help run the Local Roads Program with a plan to have a new person on board by September.

Chair Pollock called for a 1-hr lunch break @12:00pm, and meeting resumed @ 1:00pm.

WAC CHANGES

Drew Woods presented proposed WAC changes to the Board, which included:

- WAC 136-70 – Pavement Management
- WAC 136-60-070 – Traffic Safety Update Frequency
- WAC 136-100-050 – Appointment of RATA Funds to Regions

Commissioner Browning made a motion to hold a Public Hearing for proposed WAC changes be set for **Thursday, October 23, 2025 at 9:30am**, which was seconded by Doug McCormick. Motion was approved unanimously.

SPECIAL GUEST: Washington State House Transportation Chair – Representative Fey
Jane Wall introduced Representative Fey (representing the 27th District). He started by saying that he appreciates the dialogue and feedback from the CRABoard on their perspective and said he's willing to adjust his thinking if he can be persuaded. He then gave an overview of the recent legislative session and the challenges they faced. Rep. Fey mentioned this was the worst

legislative session in the 13 years he's been a Legislator and was surprised and disappointed there was such negative reaction to the Road Usage Charge (RUC) legislation he put forward. 20,000+ people signed in for the bill, but less than 1,000 were in support of it. He discussed the State of Virginia's model, which has a lot of support behind it, as an example he's planning to look closer at since it gets more directly at the core issue (road usage) and deals with a miles per gallon tax.

Chair Pollock called for a 10-min recess @ 2:38pm, and meeting resumed @ 2:55pm.

ENGINEERING DIVISION REPORT

County Training:

County Engineer Training was held in May in our CRAB offices in Olympia and went well and had great interactions with attendees representing 8 counties across WA state. Another one-day training was held in Whatcom County for maintenance and support staff. Our next training will be in December 2025.

County Engineer Appointments

On May 1, 2025, Nicole Norvell, P.E. was appointed as the Stevens County Engineer, where she had previously been serving as the assistant/interim county engineer prior.
On July 1, 2025, Wes Anderson, P.E. was appointed as the Lewis County Engineer to fill the vacancy created when the previous county engineer Geoff Soderquist, PE, was promoted to the Public Works Director.

County Engineer Vacancy Status
Pacific and Grant counties currently have County Engineer vacancies, although each county has either appointed an acting County Engineer or have an interlocal agreement in place.

County Audit Reviews

Mr. Woods shared there were 16 audits. Three of those audits had issues pertaining to County Road or ER&R matters (Benton County – GASB 34, Procurement Policy; Stevens County – Procurement Policy; and Ferry – Financial info miscategorized). No further action of CRAB is required.

Rural Arterial Program (RAP) Status

At the end of Quarter 2 – 2025, the RATA Activity had an ending balance of $11.5M

Completed Projects

Mr. Woods shared updates on completed projects from Clallam and Stevens counties, including before & after photos and a snapshot of CRAB grant funding provided to each county.

Staff Project Actions Taken

Mason County requested to withdraw their Shelton Valley Road Culvert DR project. The replacement culvert size required by WDFW is larger than originally expected, which significantly expands the project footprint. The larger project area will need acquisition of additional easements, however the property owners will not currently allow even temporary rights of entry for design purposes. The County has repaid all RATA funds previously reimbursed ($3,764.61). The director forwarded a letter on 7/23/2025 accepting the withdrawal of these two projects.

Previous Board Actions Update

- Asotin County – Snake River Road project termination and waiver of payback
- Skagit County – Francis Road extension
- Okanogan County – Cameron Lake Road project withdrawal and waiver of payback
- Whitman County – Hume Road extension
- Benton County – Hanks Road Phase 1 extension
- Wahkiakum County – East Valley Road extension

Emergency Loan Program

Current ELP account balance is $2,905,842.45

Update on Previous Board Action

Mr. Woods provided an update on Resolution 2022-010 – Allowing additional RATA funding for projects reaching construction in 2023/2024. He shared a snapshot on where those projects stand and which are complete or fully reimbursed.

Spring RAP Meetings

Mr. Woods shared the RATA balance remains low. Revenue amounts are predicted to remain relatively stable. In regard to 2025-2027 Project contracts and amendments, there are still a large number of contracts and amendments that we're waiting for signature approval on before we sent for e-signatures. We had a SmartSimple patch that was intended to correct the relationship between the reimbursement schedule and the voucher auto-calculations, however the fix did not completely fix the issue, so the calculations for vouchers were incorrect but we're working to repair the issue and get updated and accurate information sorted out soon. Our new Local Road Program is being sorted out and further information will be shared soon, including research and polling with counties to develop the WAC rules to be prepared to share with Board at their October meeting.

2026 Supplemental Budget Proposals

Mr. Woods shared 3 decision packages that CRAB will be submitting, including to fund a new position and start-up costs for new local road grant program.

Transportation Improvement Board (TIB) –Managing Director – Ashley Probart

Mr. Probart gave an overview of the role and makeup of the Transportation Improvement Board (TIB). They have a 21-person Board, 8 of which are from Counties. They have an Annual Funding Cycle. TIB is heavily dependent on gas tax. He shared various slides about what they fund, and what it does not fund (bridges, ports, and tribes).

WSACE Managing Director – Axel Swanson

Mr. Swanson reported on activities of the Washington State Association of County Engineers (WSACE), which included:

- WSACE Annual Conference in June (in Everett, WA) went well.
- Josh Thompson is the new NACE Representative
- Gearing up for the County Leaders Conference in November 2025 in Spokane
- Focusing on a number of new studies with the new biennium, including one with CRAB, also working on new budgets
- Holding legislative meetings through the interim until next session starts, covering topics such as streamlining permitting processes and public works procurement – such as prompt pay (to vendors), small works roster, competitive pay, etc.

Executive Session

At 4:03pm Chair Pollock said there was a need for an Executive Session per RCW 42.31.110G – "Evaluation of a Public Employee" and we will resume regular open session at 4:18pm.

Chair Pollock resumed open meeting at 4:18pm

Salary Increase for Executive Director

Commissioner Swannack moved, and Commissioner Browning seconded to approve increasing Jane Wall's annual salary to $190,000 per year. **Motional approved unanimously.**

Chair Pollock adjourned the meeting at 4:22pm.

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Chair

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Attest

RESOLUTION 2025-009
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 2025 - 2027 biennium at its meeting of July 31, 2025; 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 $7,541,890 made available in the RATA in **July, August, and September 2025** be apportioned to the regions by their 2023-2025 biennium percentages after setting aside $176,394 for administration

REGION	APPORTION-MENT PERCENT	CURRENT APPORTION	BIENNIAL APPORTION (2025 - 2027)	PRIOR PROGRAM (1983 - 2025)	PROGRAM TO DATE
ADMIN.		176,394	176,394	16,825,705	17,002,099
NORTHEAST	43.60%	3,211,357	3,211,357	309,557,834	312,769,191
NORTHWEST	10.92%	804,312	804,312	81,253,072	82,057,384
PUGET SOUND	6.91%	508,956	508,956	51,325,974	51,834,930
SOUTHEAST	23.67%	1,743,413	1,743,413	169,794,031	171,537,444
SOUTHWEST	14.90%	1,097,459	1,097,459	107,582,163	108,679,622
TOTAL	100.00%	7,541,890	7,541,890	736,338,779	743,880,669

Adopted by the CRABoard on October 23, 2025

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Chair's Signature

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ATTEST

County Road Administration Board – October 23, 2025

Consider a Call for Projects
and establish a funding period in 2027 - 2029
WAC 136-161-020

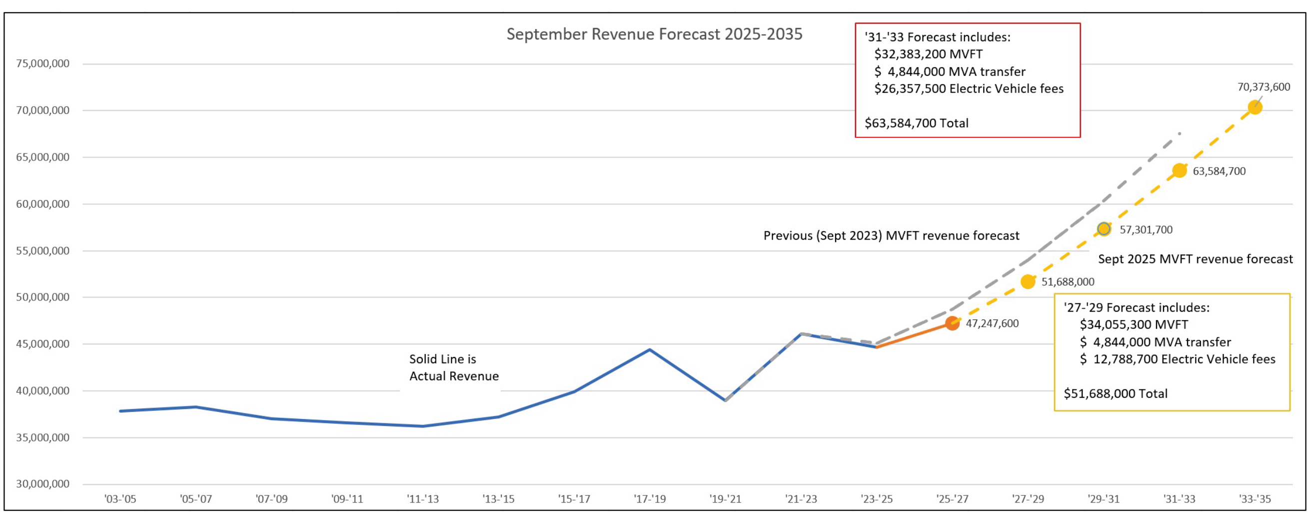
Introduction: Per WAC 136-161-020, the Rural Arterial Program project funding cycle begins at the fall odd-year CRAB Board meeting, when the board considers the Rural Arterial Trust Account (RATA) balance and future revenue to determine if enough funds will be available to provide for an additional array of projects for the ensuing biennium (2027– 2029).

> "(1) The CRAB Board establishes a funding period if it determines that sufficient future RATA funds are available to provide for new RAP projects. This determination takes place during the CRAB Board's regularly scheduled fall meeting in odd-numbered years."

Things to Consider:

<u>Revenue estimate:</u> RATA fund revenue has experienced several years of uncertainty, considering the pandemic and related responses and effects. This includes a temporary but significant reduction in MVFT, increasing electric vehicle fees, continuing legislative MVA transfers, and the recent agency change for preparing the MVFT revenue forecast. The most recent forecast (September 2025) shows that the revenue is expected to increase over the next ten years. The current '25-'27 budget includes RATA revenue of $47,247,600. Estimated '27– '29 RATA revenue is $51,688,000 including the MVFT, electric vehicle licensing fee overages, and the $4,844,000 legislative transfer from the MVA into the RATA account.

The revenue graph below also includes the forecast through 2035. This timeframe includes the expected construction scheduled for most of the existing and potential projects under consideration. It is worth noting that the MVFT revenue is actually declining – but the EF Fee portion continues to be the increasing portion of the overall revenue.



RATA Spending History and Balance

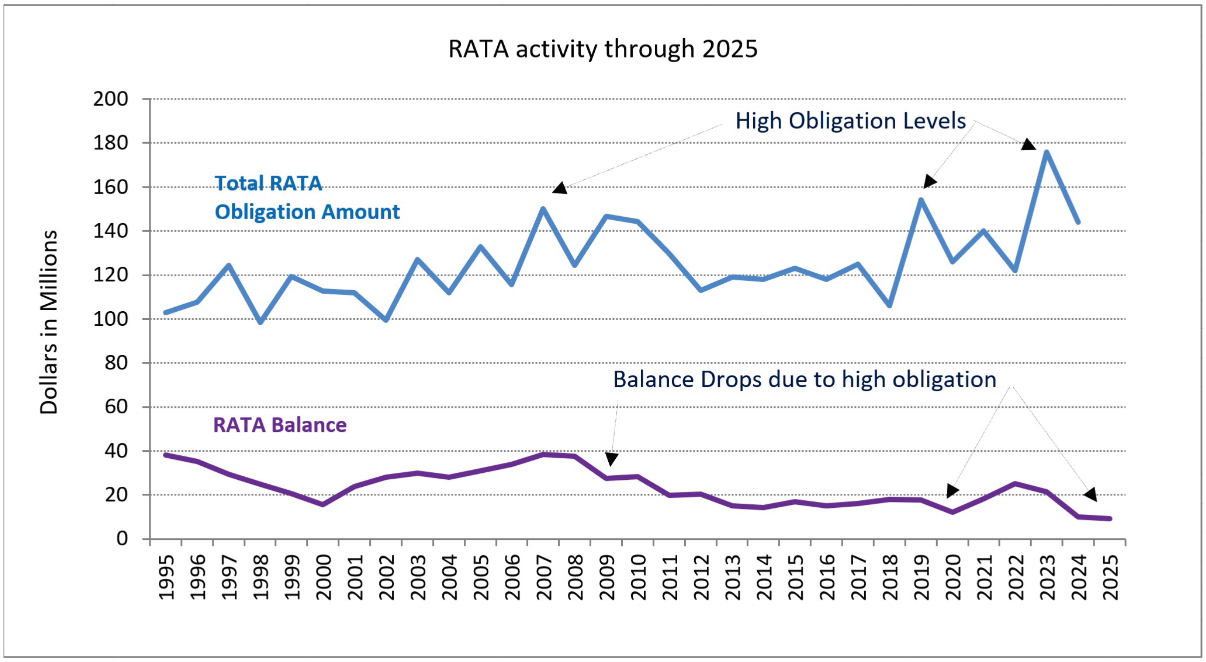
Actual /Projected

Biennium	Planned Spending	Spending	Revenue	Ending Balance
'23 – '25	*$64,500,000*	*$64,500,000* (100%)	*$44,500,000*	*$8,100,000*
'25 – '27	*$51,500,000**	***$51,000,000***	***$48,747,700***	***$5,347,700 est***
'27 – '29	***$51,000,000****	***$51,000,000***	***$51,688,000***	***$6,035,700 est***
'29 – '31	***$55,000,000****	***$55,000,000***	***$57,301,700***	***$8,337,400 est***
'31 – '33	***$60,000,000****	***$60,000,000***	***$63,357,500***	***$11,694,900 est***

**adds new funding to current partially funded projects. Projected spending is estimated based on revenue and assumes new projects will be awarded.*

In the '23-'25 biennium RATA spending was 100% of the planned amount (actual vs budget). This demonstrates that many projects received construction reimbursements. The RAP Online Reimbursement Schedule remains our best estimate for cash flow, with a correction factor developed from typical patterns. Staff anticipates the end of 2025 – 2027 RATA balance a little over $5,000,000. The balance during the '27 – '29 biennium will likely remain steady, with the estimated spending nearly matching the revenue forecast. The resulting balance at the end of the 2027 - 2029 biennium is anticipated to be about $6,000,000. The account balance is expected to remain low as counties catch up with delivering projects. However, without new projects the future balance will climb. The '29-'31 biennium and the '31-'33 biennium projected spending is factoring in new projects that are not currently programmed. If the actual spending does not closely match the revenue, the RATA balance will quickly increase. Even as shown (including new projects), the future balance level depends upon counties bringing these projects to construction in a timely manner.

Effect of High Obligation: Though new projects aren't generally programmed for immediate construction reimbursement, adding new projects for reimbursement in later years has typically helped pressure older projects to get through construction. The high obligation of RATA funds (currently at $184.6M, including not yet authorized funds) with new projects will keep pressure on the RATA account, keeping the fund balance low, as the funds are reimbursed to counties.



Funding new projects: After funding partially funded projects (currently short by $25,051,676 - see attached), the remaining funds would support new projects. CRABstaff would schedule construction reimbursements for new projects in the 2031 -2033 biennium, approximately 5 years after approval. Projects can advance to an earlier reimbursement based on RATA account balance and progress certified in RAP Online by the county engineer.

Project progress milestones certified by county engineer:

- 50% Design
- 90% Design
- Permits
- PS&E
- Right of Way
- Advertisement for Construction

Summary: The RATA balance has been recently drawn down due to many projects reaching construction. The Match Adjustment amendment and allowing additional RATA on existing projects has supported and incentivized bringing these projects to construction. These construction reimbursements are reflected in the balance drawdown.

The low balance is expected to continue for at least the next two years, as counties and projects settle into a more predictable pattern after the pandemic impacts and recovery. The revenue forecast shows a slightly declining MVFT, with MVA transfer funds expected to continue. The electric vehicle license fees are shown to be increasing significantly over time, with the EV Fee portion exceeding the MVFT by the ’33-’35 biennium.

In the next several years, reimbursements are expected to match or slightly exceed the revenue as a large number of projects complete construction. Since the RATA balance cannot go negative, reimbursements may need to be delayed for some projects. Once these projects have been fully reimbursed, the RATA balance will again increase. Awarding new projects will help manage this balance.

Findings:

- The fuel tax revenue estimate remains steady, but is beginning to show a decline. Motor Vehicle Account transfer funds have boosted the total revenue and this is expected to continue in future biennia.
- Electric Vehicle License Fee revenue is still showing a significant increase in the next several biennia, resulting in increased total revenue.
- Most projects take an average of five to six years to reach construction, therefore the expected construction payout for projects funded in 2027-2029 period will be initially scheduled for 2032
- High obligation encourages counties to move projects to construction, tending to keep pressure on the RATA balance to remain low.
- A target balance of $5M at the end of the fiscal year in the RATA is acceptable but requires careful monitoring.
- The RATA balance has been drawn down from the recent high amount, and is expected to remain low over the next several years.
- The RAP Online database, direct communication with county engineers and their staff via regular RAP regional meetings, and tying reimbursement schedules closely to project progress allows staff to closely monitor project activity, account balance, and cash flow.

Recommendation: Staff recommends a call for projects be issued by the CRAB Board opening January, 2026 for projects to be funded with the 2027 – 2029 biennial budget, with the first allocation to occur in the CRAB Boards' spring, 2027 meeting. The call for projects will require preliminary proposals be submitted to CRAB by March 1, 2026. Final proposals will be due by September 2026.

The funding level for this proposed Call sets the parameters for the array of projects to consider for award at the Spring 2027 CRAB Board meeting. Developing a deep array of projects is necessary to ensure that all available funds can be awarded to strong candidate projects. Since the Call's funding level directly influences the size of the project array, staff is recommending that the initial level be set at $87,500,000. This figure is a 25% increase over the projected $70M amount based upon RATA balance, revenue forecast, and construction timing. The additional 25% is necessary to ensure that all regions have a sufficient number of projects to receive funds throughout the time period the array is used for grant awards.

The actual funding level will be established ahead of the Spring 2027 CRAB Board meeting, based on updated RATA balance conditions, and revenue forecast.

In the event that revenue estimates are significantly reduced in the actual '27-'29 budget, the CRAB Board is able to adjust the award amount accordingly.

	Partially Funded Projects Awaiting Additional Funding								
County	**Region**	**Road Name**	**Proj. Type**	**Proj #**	**BMP**	**EMP**	**RATA REQ**	**RATA AUTH**	**Yet to Allocate**
Adams	NE	Schoonover Road Project #2	RC	0125-01	4.11	3.85	4,590,900	2,919,067	$1,671,833.00
Asotin	SE	Snake River Road	3R	0225-01	19.71	0.84	3,400,000	1,700,000	$1,700,000.00
Benton	SE	Hanks Road Phase II	3R	0325-01	7.60	1.50	2,628,000	2,336,539	$ 291,461.00
Clark	SW	NE Allworth Rd Culvert	DR	0625-01	1.29	0.04	3,200,000	1,600,000	$1,600,000.00
Columbia	SE	Kellogg Hollow Road	3R	0723-01	5.10	1.70	3,200,000	2,602,000	$ 598,000.00
Douglas	NE	Pearl Hill Road	3R	0925-01	14.45	2.83	5,060,700	2,248,750	$2,811,950.00
Franklin	SE	Vineyard Drive West	RC	1123-01	0.90	0.34	2,142,900	1,529,800	$ 613,100.00
Garfield	SE	Kirby-Mayview MP 10.7 to 13.2	3R	1225-01	10.70	2.50	3,400,000	340,000	$3,060,000.00
Grant	NE	Q-SW (George CL to Frenchman)	RC	1323-02	0.82	5.00	1,732,500	1,455,700	$ 276,800.00
Grays Harbor	SW	Ocean Beach Road	RC	1423-01	4.85	0.62	3,015,000	1,600,000	$1,415,000.00
King	PS	SE Lake Francis Haul Road	2R	1725-01	0.00	0.64	2,214,000	1,874,700	$ 339,300.00
Kittitas	SE	Reecer Creek Rd at Towne Ditch	SA	1925-01	0.76	0.17	4,400,000	841,360	$3,558,640.00
Klickitat	SE	Sleepy Hollow Road, Phase 1	RC	2025-01	3.61	2.10	2,716,500	451,087	$2,265,413.00
Mason	SW	Cloquallum Road Improvement Pr	3R	2325-02	6.60	1.20	1,314,000	532,772	$ 781,228.00
Pierce	PS	Lackey / Jackson / Key Penin.	IS	2725-01	3.33	0.36	2,000,000	127,820	$1,872,180.00
Skagit	NW	HMA Overlay - Cook Road	2R	2925-02	1.98	3.35	1,508,400	347,194	$1,161,206.00
Snohomish	PS	Granite Falls Bridge #102	3R	3125-01	1.55	0.39	2,000,000	1,820,100	$ 179,900.00
Stevens	NE	Cedonia-Addy Rehabilitation #2	3R	3325-01	6.20	3.01	4,707,900	2,797,291	$1,910,609.00
Walla Walla	SE	Scenic Loop Bridge	DR	3625-01	0.13	0.08	765,900	646,700	$ 119,200.00
Whitman	NE	Green Hollow Road	RC	3825-01	8.12	1.67	3,931,200	751,964	$3,179,236.00
Yakima	SE	Ahtanum Road	2R	3925-01	11.60	5.30	3,400,000	412,200	$2,987,800.00

RATA funds not-yet-authorized	32,392,856
Likely Spring 2026 funding (final 10% of '25-'27 biennium)	7,341,180
27-'29 biennium authorizations to existing projects	25,051,676

RATA balance management history

- **1995 -** RATA balance $41,000,000+:
  - CRAB Board adopts dynamic project funding rules
  - Funds two biennia worth of projects and 2R/3R mini-program ($106 M obligated)

- **2000 -** RATA balance $15,000,000:
  - CRAB Board places a moratorium on lapsing of county selected projects.
  - Retain withdrawn and under-run funds for use in future arrays
  - Maintain a minimum balance of $12,000,000 for emergencies

- **2007-** RATA balance $39,000,000:
  - Added $18,450,548 of withdrawn funds back into previous and new 2007-2009 array
  - ***Propose*** adding $8-$12 million of withdrawn funds back into 2009-2011 array
  - Direct staff to program project expenditures at ~3X the revenue rate or higher.

- **2009-** RATA balance $35,000,000 as of September 21:
  - Added $15,225,036 of withdrawn funds back into previous and new 2009-2011 array
  - Staff continues to allow counties to program project expenditures at about 2-1/2 X the revenue rate.
  - Current obligation to active projects: $144,047,691. To full funding of 2010 and 2011 partially funded projects: $172,278,649.

- **2011-** RATA Balance $22,000,000 as of September 26, 2011
  - Allocated $22,000,000 in new project funding via supplemental appropriation and $3,600,000 in turn-back funds in March 2010.
    Current obligation to active projects: $116,829,190. To full funding of 2010 and 2011 partially funded projects: $133,484,174.

- **2013-** RATA Balance at $18,000,000 as of September 1, 2013
  - Allocated $42,000,000 to partial and new projects. Obligation to active projects at that time was $110,363,208. Full funding of all projects raised obligation to $129,900,000.

- **2015-** RATA Balance at $14,200,000 in January, $16,000,000 in August

- Allocated $40,000,000 to partial and new projects in April. Contracted obligation (Balance) to active projects was $114,700,000. Full funding of partially funded projects would increase the obligation to $133,000,000

- **2017-** RATA Balance at $15,500,000 as of March, 2017
  - Since the balance had been steadily declining over the prior 8 years, the counties were restricted to submitting about half the usual request amount for the 2017 - 2019 array. (Example: NE region $5,000,000 historical submittal limit was restricted to $2,500,000). Staff anticipates the end of 2017 balance to be about 18,000,000.

- **2019-** RATA Balance at $19,500,000 as of September, 2019
  - Current program level is at ~157,000,000 through 2026, the highest the RAP has experienced. At its April 2019 meeting, the CRAB Board programmed reimbursements for slow moving projects out 3 to 4 years for construction, and new projects to commence CN in 2024. The 2019 – 2021 biennium still faces a solid $72.5M payout which should continue to moderate the balance.

- **2021-** RATA Balance at $18,600,000 as of September 2021
  - Revenue was impacted by pandemic, but recovered. Pandemic impacts and inflation continue to make project delivery difficult for most counties. This project slowdown resulted in an increasing RATA balance by the end of the biennium.

- **2023-** RATA Balance at $28,350,000 in September 2023
  - Revenue rebounded from pandemic impacts. Many projects delayed due to staffing and inflation, raising project costs. CRAB Board's Match Adjustment Resolution allowed 100% reimbursement for projects reaching construction in 2023/2024. Additional RATA authorization approved for several projects. As counties caught up on project delivery, many projects reached the construction stage, drawing the RATA balance down significantly.

<u>Potential for next biennium</u>

- **2025-** Potential for additional allocation of $87,500,000 in 2027-2029
  - Currently active RAP projects are $25M short of full funding. The remaining allocation ($62.5M) would fund new projects. This large obligation to new projects will require close management of reimbursement schedules and progress tracking in RAP Online as these projects develop to maintain a RATA balance hovering around $5M.

- Preparing a call with a high funding amount will develop a large array of potential projects. If the forecast is significantly reduced ahead of awarding these funds, the CRAB Board can award reduced funds, but will still have a strong project array.

Asotin County
Public Works Department
135 2nd Street, Floor 3
P.O. Box 160
Asotin, WA 99402

Asotin County Road Division
Asotin County Regional Landfill
Asotin County Regional Stormwater Program

October 2, 2025

Ms. Jane Wall
Executive Director
County Road Administration Board
2404 Chandler Court SW, Suite 240
Olympia, WA 98504

Re: Extension Request for RATA Waiver of Payback on Snake River Road Project, M.P. 19.00 to M.P. 21.97

Dear Ms. Wall,

In accordance with Washington Administrative Code (WAC) 136-167-030, Asotin County requests board approval to extend the waiver of required Rural Arterial Trust Account (RATA) reimbursement for the Snake River Road Project, M.P. 19.00 to M.P. 21.97 from December 31, 2025, to April 30, 2027.

On April 29, 2021, the County Road Administration Board (CRAB) approved a waiver of RATA payback in the amount of $1,122,461.87 through December 31, 2025, with possible extensions through April 2027 and April 2030 based on Asotin County's progress on all phases of construction. The board further stipulated that if Asotin County does not commence construction on all phases by April 2030, the County shall pay back all expended RATA funds.

Project Summary

This 3R project consists of the redesign, re-alignment, and reconstruction of a portion of Snake River Road, from milepost (M.P.) 19.00 to M.P. 21.97, a narrow gravel road that is a major rural collector with substandard alignment in places. There are several safety issues including vertical and horizontal alignment deficiencies and the lack of traffic barriers in several steep side slope areas. The project is currently divided into three phases (units) as follows:

Unit A: M.P. 19.00 – M.P. 19.71
Unit B: M.P. 19.71 – M.P. 20.55
Unit C: M.P. 20.55 – M.P. 21.97

The scope includes widening the existing roadway to 26 feet, re-alignments to improve drainage and driver safety, installation of additional guardrails, gravel shoulders, stormwater treatment and application of a bituminous surface treatment for the driving surface.

The project will involve earthwork and retaining wall construction in confined areas to eliminate right-of-way (ROW) acquisition within the limits of construction. However, Asotin County requires a five (5) acre construction easement north of the site for shoreline vegetation mitigation. Substantial consideration of environmental and cultural resource issues has been necessary for this project to comply with tribal concerns and Federal Highway Administration (FHWA) requirements.

Background

Snake River Road serves as the only vehicle access for approximately 100 residences and important recreational areas to the south (Heller Bar is a major termination point for approximately 10 commercial rafting companies), and therefore significant consideration of traffic safety is also necessary.

As documented in the April 2021 request, RATA project funding was originally approved in April 2009. Over the past 16 years, the project has experienced delays in meeting environmental requirements (including the implementation of the Shoreline Master Program and associated permitting requirements), along with delays in cultural resources compliance (including the process of developing a Memorandum of Understanding with the Nez Perce Tribe). This project also involves federal funding (via a State Transportation Block Grant), so all FHWA and Washington State Department of Transportation (WSDOT) requirements apply.

When the April 2021 request was submitted, Asotin County predicted the following project schedule:

- Spring 2022: National Environmental Policy Act (NEPA) and associated permits complete
- Fall 2022: Construction bid documents complete
- Spring 2023: Construction advertisement and award
- Fall 2025: Construction complete

Since the original waiver of RATA payback was approved, Asotin County has continued to experience delays and challenges in completing the preliminary engineering (PE) and ROW phases to enable construction obligation and execution. These issues and the need for another extension are described herein.

Continuing Project Challenges and Need for Extension

<u>Project Phasing Impacts</u>

As documented in the April 2021 waiver request, Asotin County identified a funding shortfall in early 2021 to complete the entire project (originally M.P. 19.00 to M.P. 21.97). The County then determined logical termini to phase it into several units, with a focus on defining a first phase (Unit A) with a construction budget that would allow Unit A to fit into the available CRAB Rural Arterial Program (RAP) funding at the time and enable this phase to proceed. In September 2021, Asotin County decided on the Unit A project limits as M.P. 19.00 to M.P. 19.71, which were reflected in the updated prospectus. Unit B (M.P. 19.71 to 20.55) and Unit C (M.P. 20.55 to 21.97) were finalized in early 2022.

This change to break the project into three phases resulted in necessary revisions to the environmental permitting documentation including the NEPA Categorical Exclusion, State Environmental Policy Act (SEPA) Checklist, Joint Aquatic Resources Permit Application (JARPA), Mitigation Plan, and Shoreline Conditional Use

Permit Applications. Coupled with updated requirements for each of these items at the state and federal levels, Asotin County only recently completed these items and began the extensive review / approval process.

<u>Mitigation Site and Shoreline Conditional Use Permit Process</u>

Starting in 2021, Asotin County began efforts to locate a suitable vegetation mitigation site in coordination with the Asotin County Conservation District (ACCD). While on-site, in-kind mitigation is preferable under the Southeast Washington Coalition Shoreline Master Program (SMP), this approach is not feasible given the confined nature of the project corridor. Asotin County initially identified a privately owned potential riparian restoration and mitigation site, located approximately five (5) miles north of the project, within in the same rural shoreline designation. The area of potential effects (APE) of the mitigation site was subsequently documented and submitted to WSDOT Local Programs in November 2021. WSDOT Local Programs then provided the APE memo to the Nez Perce Tribe (NPT) which indicated a cultural survey of the proposed mitigation site would be required to proceed. The State Historic Preservation Office (SHPO) and Department of Archaeology and Historic Preservation (DAHP) provided concurrence with the revised project APE in December 2021, and WSDOT Local Programs then gave Asotin County approval for the cultural resources survey to occur. However, in May 2022, the landowner of the proposed mitigation site informed the ACCD they were no longer willing to enter into an agreement and provide use of their property for mitigation.

After this development, Asotin County and ACCD identified another potential mitigation site approximately one (1) mile north of the original site. Initial efforts were made to pursue this as the project mitigation site, but it was determined this site was outside the limits of the Memorandum of Understanding (MOU) with the NPT. For this site to be used, a new MOU would need to be developed and Asotin County determined this was not a viable option as the existing MOU took years to develop.

In December 2022, ACCD successfully made contact and re-engaged the original landowner to begin working toward a landowner agreement by March 2023. The new plan involved the landowner agreement to be directly with ACCD and Asotin County would reimburse ACCD for the mitigation plantings. All parties continued to coordinate on the draft mitigation plan, which included review by the Washington State Department of Ecology (Ecology). In October and November 2023, additional meetings were held with all parties on the landowner agreement and planting plan. In February 2024, the landowner provided tentative approval of the mitigation plan. However, subsequent coordination between ACCD and the landowner to get an agreement in place was a slow process; in September 2024, Asotin County set up a series of recurring project meetings with WSDOT Local Programs to provide monthly updates and maintain momentum.

In December 2024, in preparation for the cultural resources survey, Asotin County sent the Right of Entry letter to the landowner, which he acknowledged and approved in January 2025. The cultural resources survey took place in February 2025; and the final report was submitted to NPT and DAHP for review in late March 2025 with a “no adverse effect” determination. DAHP provided concurrence in April 2025 and the Tribal review period ended in late April 2025 with no comments received.

During this time, a new Ecology point of contact took over reviews for this project and required a 7–10 year temporary easement for installation and monitoring of the plantings, along with any stipulations / limitations imposed on the landowner during the monitoring period. Ecology also provided comments on the draft Shoreline Conditional Use Permit (CUP) for Unit A, requiring additional details on the plants to be removed as part of the project, and more stringent performance standards for the mitigation site. Asotin County incorporated these requirements into both documents and submitted to Ecology for review in August 2025.

Required NEPA Updates

In January 2023, with the potential to move forward on a mitigation site, Asotin County updated the NEPA Categorical Exclusion form to reflect the new limits of the first phase of the project, Unit A. The NEPA documentation for Unit A was updated again in June 2025 based on aforementioned direction from Ecology on the Shoreline CUP and mitigation plan and submitted to WSDOT Local Programs for review. Based on comments received, Asotin County needed to adjust the design and incorporate modifications to the stormwater management elements to provide treatment for stormwater runoff. Asotin County provided the updated NEPA documentation for Unit A to WSDOT in September 2025, for review and approval.

NEPA documentation and associated permitting requirements have not yet been completed for Units B and C.

Asotin County Staff Turnover

Since 2021, the Asotin County Public Works Department has experienced significant staff turnover leading to delays and lack of continuity in maintaining project progress. Following the original CRAB approval in April 2021 and prior to my appointment in May 2025, eight (8) different County personnel; including four (4) County Engineers and four (4) Project Managers were involved in the Snake River Road project at some point. Asotin County recently hired a new Project Manager in September 2025 so we are now fully staffed to execute this project successfully.

Current Status and Next Steps

Although Asotin County will not begin construction on all phases by December 31, 2025, as the original waiver stipulates, we have made significant progress and are well positioned to award Unit A in 2026. The completion timeline for Units B and C is dependent on our ability to secure sufficient funding, which will require multiple RAP cycles and/or federal grant assistance to fully resource. Status and next steps are summarized below.

Unit A (M.P. 19.00 – M.P. 19.71)

- ROW acquisition for construction easement in progress and expected to be complete in January 2026.
- Once WSDOT approves NEPA documentation (expected in October 2025), they will initiate extension of the cultural resources MOA, likely for another five (5) years. The current MOA expires in February 2026 (not December 2025 as reflected in the April 2021 CRAB minutes).
- Bid (PS&E) documents will be finalized by January 2026
- Construction phase obligation planned for January / February 2026.
- Construction award planned for March / April 2026
- Construction period Spring 2026 – Fall 2027 (possibly only one season)
- Asotin County has secured sufficient funds to complete construction on Unit A, including a recent $551K Highway Safety Improvement Program (HSIP) grant with no match required.
    - Estimated (remaining) cost to complete: $2,682,922
    - Total available funding: $2,698,087

Unit B (M.P. 19.71 – 20.55)

- Most recent design submission (90%) updated in March 2021 prior to project being phased.
- Updated design (including stormwater treatment), environmental compliance, permits and Cultural/Section 106 reviews are still required to complete PE phase.
- ROW acquisition required from the Bureau of Land Management (BLM) for road widening on the west side.
- Asotin County will use construction bids from Unit A to inform updated construction estimate.
    - Last estimate from 2023 was $4.2M.
    - Repairs to Fishers Gulch bridge near start of Unit B will need to be included (cost unknown).
- CRAB allocated $1,700,000 RAP funding in the 2025-2027 biennium, which will accrue through 2027-2029. No other funding sources have been secured.
- Earliest construction start is Spring/Summer 2027 (pending sufficient funds).

Unit C (M.P. 20.55 – M.P. 21.97)

- Most recent design submission (90%) updated in March 2021 prior to project being phased.
- Updated design (including stormwater treatment), environmental compliance, permits and Cultural/Section 106 reviews are still required to complete PE phase.
- ROW acquisition required from the Bureau of Land Management (BLM) for road widening on the west side.
- Asotin County will use construction bids from Unit A to inform updated construction estimate.
    - Last estimate from 2023 was $6.0M.
- No funding sources have been secured for this phase.
- Earliest construction start is Spring/Summer 2028 (pending sufficient funds).

If there are any questions or additional information is needed, please contact me anytime at (509) 243-2074 extension 1401 or jmalkin@asotincountywa.gov.

Sincerely,

Joshua B. Malkin

Joshua Malkin, PE
Public Works Director / County Engineer

ADDITIONAL WAIVER OF PAYBACK TIME EXTENSION

SNAKE RIVER ROAD, MP 19.00 – 21.97

ASOTIN COUNTY RAP PROJECT 0225-01 (25-2-1010)

I. Nature of Request:

Asotin County has requested, per its October 2, 2025 letter, an additional Waiver of Payback time extension for the RAP funded Snake River Road project.

On April 29, 2021, the CRABoard approved a waiver of payback for the withdrawal of the Snake River Road project, with the condition that the project be brought to construction by December 31, 2025. The CRABoard also allowed for possible time extensions with this decision.

II. Background:

The Snake River Road project was originally funded in April 2009. Due to a variety of delays and complications, the project was unable to reach construction by the second construction lapse date (2021). Additionally, the project costs had increased substantially beyond the available funding. Therefore, the County requested (in April 2021) to withdraw the project with the intent to pursue additional funds and bring the project to construction. The withdrawal included a request for Waiver of Payback of RATA funds.

III. CRABoard's 2021 Decision:

The CRABoard's April 2021 decision approved the waiver of payback of $1,122,461.87 of expended RATA funds on the condition that the County commences all phases of construction no later than December 31, 2025. At that time, an extension to April 2027 may be granted if the County is able to obtain an extension to the Memorandum of Agreement (with the Nez Perce Tribe) and new permits. A second extension to April 2030 may be granted if the County is able to show proof of progress on the project. If Asotin County does not commence construction on all phases by April 2030, the County shall pay back all the expended RATA funds.

IV. Project Status:

Asotin County has developed a strategy to construct the withdrawn project in three portions, with Unit A (MP 19.00 – 19.71) currently funded (including RAP and HSIP), Unit B (MP 19.71 – 20.55) partially funded (including RAP), and Unit C (MP 20.55 – 21.97) not yet funded.

Unit A is expected to reach construction advertisement in early 2026. Unit B and Unit C will need to accrue and apply for additional funding.

ROW acquisitions are under way, as are updated permits, and the extension of the MOA.

The County's extension request letter describes the challenges and progress made on phasing, funding, and permitting, despite key staff turnover during the past several years. Their letter concludes with a summary of the current status and next steps for each of the three project phases (Units A, B, and C).

V. Staff Analysis and Recommendation:

The CRABoard has the authority to decide whether to grant the additional time extension for the Snake River Road project as requested by the County. If the extension is not granted, Asotin County will have until December 31, 2025 to bring all phases of this project to construction, or pay back the previously reimbursed RATA funds.

Staff finds:

- The County has demonstrated intent to construct all three phases of the project.
- The County has developed a reasonable strategy to accomplish the whole original project length by separating the length into three Units.
- The County has made progress on bringing Unit A toward construction, and securing funding for Unit B.
- When Unit A is bid, this will help inform the cost estimates for both Unit B and Unit C.
- The project will enhance roadway safety for a segment of the Snake River Road corridor.
- The county has submitted the request for an additional time extension in a timely manner, in advance of actual project lapsing.
- An extension to the waiver of payback date to April 2027 will allow the county to retain its RATA funding, bring Unit A to construction, and make progress on both Unit B and Unit C.

Staff recommends approving this Waiver of Payback time extension for Asotin County's Snake Road RAP project to April 30, 2027 as allowed for in the CRABoard's 2021 decision.

PROPOSED RULE MAKING

CR-102 (July 2022)
(Implements RCW 34.05.320)
Do **NOT** use for expedited rule making

CODE REVISER USE ONLY

OFFICE OF THE CODE REVISER
STATE OF WASHINGTON
FILED

DATE: August 21, 2025
TIME: 9:20 AM

WSR 25-18-019

Agency: County Road Administration Board

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

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

Title of rule and other identifying information: (describe subject) Amending WAC 136-60-070 to make changes to the standard of good practice for maintenance of county road logs. Amending WAC 136-070 to make changes to the standard of good practice for pavement management system requirements for county arterial preservation program eligibility. Amending WAC 136-100-050 to an out-of-date for the source of rural land area.

Hearing location(s):

Date:	**Time:**	**Location:** (be specific)	**Comment:**
October 23, 2025	9:30am	1701 East Yakima Ave Yakima, WA 98901	CRABoard meeting will be held at the Oxford Suites Yakima. Virtual attendance is available.

Date of intended adoption: October 23, 2025 (Note: This is **NOT** the **effective** date)

Submit written comments to:
Name: Drew Woods
Address: 2404 Chandler Ct SW, Suite 240; Olympia, WA 98504
Email: Drew.Woods@CRAB.Wa.Gov
Fax: N/A
Other:
By (date) October 10, 2025

Assistance for persons with disabilities:
Contact Drew Woods
Phone: 360.753.5989
Fax: N/A
TTY: 800.883.6384
Email: Drew.Woods@CRAB.Wa.Gov
Other:
By (date) October 10, 2025

Purpose of the proposal and its anticipated effects, including any changes in existing rules:

Reasons supporting proposal: WAC 136-60-070 is being updated to change the required frequency of traffic counts (From every 2 years to every 4 years) on roads with an average daily traffic over 5,000. WAC 136-070 is being amended to allow counties to use new technology for performing pavement condition assessments. WAC 136-100-050 is being amended to revise the source of the rural land area to the most current US census.

Statutory authority for adoption: Chapter 36.78.070 RCW

Statute being implemented: Chapter 36.78.070(1), 36.78.070(6), 36.79.060(1), and 46.68.090(2)(i) RCW

Is rule necessary because of a:

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

If yes, CITATION:

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

Type of proponent: ☐ Private ☐ Public ☒ Governmental
Name of proponent: (person or organization) County Road Administration Board

Name of agency personnel responsible for:

	Name	Office Location	Phone
Drafting:	Drew Woods	2402 Chandler Ct SW, Suite 240; Olympia, WA 98504	360.753.5989
Implementation:	Mike Clark, Steve Johnson	2402 Chandler Ct SW, Suite 240; Olympia, WA 98504	360.753.5989
Enforcement:	Drew Woods	2402 Chandler Ct SW, Suite 240; Olympia, WA 98504	360.753.5989

Is a school district fiscal impact statement required under RCW 28A.305.135? ☐ Yes ☒ No

If yes, insert statement here:

The public may obtain a copy of the school district fiscal impact statement by contacting:

Name:
Address:
Phone:
Fax:
TTY:
Email:
Other:

Is a cost-benefit analysis required under RCW 34.05.328?

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

Name:
Address:
Phone:
Fax:
TTY:
Email:
Other:

☒ No: Please explain: Proposed rule relates only to internal governmental operations that are not subject to violation by a nongovernment party

Regulatory Fairness Act and Small Business Economic Impact Statement

Note: The Governor's Office for Regulatory Innovation and Assistance (ORIA) provides support in completing this part.

(1) Identification of exemptions:

This rule proposal, or portions of the proposal, **may be exempt** from requirements of the Regulatory Fairness Act (see chapter 19.85 RCW). For additional information on exemptions, consult the exemption guide published by ORIA. Please check the box for any applicable exemption(s):

☐ This rule proposal, or portions of the proposal, is exempt under RCW 19.85.061 because this rule making is being adopted solely to conform and/or comply with federal statute or regulations. Please cite the specific federal statute or regulation this rule is being adopted to conform or comply with, and describe the consequences to the state if the rule is not adopted.

Citation and description:

☐ This rule proposal, or portions of the proposal, is exempt because the agency has completed the pilot rule process defined by RCW 34.05.313 before filing the notice of this proposed rule.

☐ This rule proposal, or portions of the proposal, is exempt under the provisions of RCW 15.65.570(2) because it was adopted by a referendum.

☒ This rule proposal, or portions of the proposal, is exempt under RCW 19.85.025(3). Check all that apply:

☒	RCW 34.05.310 (4)(b) (Internal government operations)	☐	RCW 34.05.310 (4)(e) (Dictated by statute)
☐	RCW 34.05.310 (4)(c) (Incorporation by reference)	☐	RCW 34.05.310 (4)(f) (Set or adjust fees)
☒	RCW 34.05.310 (4)(d) (Correct or clarify language)	☐	RCW 34.05.310 (4)(g) ((i) Relating to agency hearings; or (ii) process requirements for applying to an agency for a license or permit)

☐ This rule proposal, or portions of the proposal, is exempt under RCW 19.85.025(4) (does not affect small businesses).

☒ This rule proposal, or portions of the proposal, is exempt under RCW 36.78.

Explanation of how the above exemption(s) applies to the proposed rule:

(2) Scope of exemptions: *Check one.*

☒ The rule proposal is fully exempt *(skip section 3)*. Exemptions identified above apply to all portions of the rule proposal.

☐ The rule proposal is partially exempt *(complete section 3)*. The exemptions identified above apply to portions of the rule proposal, but less than the entire rule proposal. Provide details here (consider using this template from ORIA):

☐ The rule proposal is not exempt *(complete section 3)*. No exemptions were identified above.

(3) Small business economic impact statement: *Complete this section if any portion is not exempt.*

If any portion of the proposed rule is **not exempt**, does it impose more-than-minor costs (as defined by RCW 19.85.020(2)) on businesses?

☐ No Briefly summarize the agency's minor cost analysis and how the agency determined the proposed rule did not impose more-than-minor costs. _____

☐ Yes Calculations show the rule proposal likely imposes more-than-minor cost to businesses and a small business economic impact statement is required. Insert the required small business economic impact statement here:

The public may obtain a copy of the small business economic impact statement or the detailed cost calculations by contacting:

Name:
Address:
Phone:
Fax:
TTY:
Email:
Other:

Date: August 20, 2025	**Signature:**
Name: Jane Wall	Jane Wall
Title: Executive Director	

AMENDATORY SECTION (Amending WSR 24-22-084, filed 10/31/24, effective 12/1/24)

WAC 136-60-070 Traffic study update frequency. Any traffic counts used to validate that a segment has an ADT over 5,000 or has more than 4,000,000 tons of freight annually shall be updated by December 31, 2025. After December 31, 2025, traffic counts for ADT over 5,000 validation shall be updated a minimum of every ((~~two~~)) four years and a minimum of every four years for annual freight tonnage more than 4,000,000 tons.

AMENDATORY SECTION (Amending WSR 14-17-035, filed 8/13/14, effective 9/13/14)

WAC 136-70-040 Pavement management system requirements. Each county's PMS shall meet the following minimum standards:

(1) All county jurisdiction paved collectors and arterials, as defined by the most recently approved county road log as described in chapter 136-60 WAC, shall be surveyed for visual pavement distress at least biennially. Distress rating information must be keyed to the county road log by both road number and mileposts.

While not required, counties are encouraged to survey for visual distress on all paved local roads every four years.

(2) All visual distresses (or defects) for both flexible and rigid pavements, both in severity and extent, shall be as defined within the "*Pavement Surface Condition Rating Manual*" (March 1992, produced by the Washington state transportation center in cooperation with the northwest pavement management systems users group and the Washington state department of transportation). ((~~Only those distresses noted as "core program defect" are required to be surveyed.~~)) Measurement may be at the project, segment, or sample unit level. ((~~Measurement for each distress will be by one of the following:~~

~~(a) Selection of the most predominant severity and extent combination; or~~

~~(b) Determination of the extent percent of each level of severity.~~))

Measurement may be by a manual or automated visual condition rating process. The distress information ((~~will~~)) shall be converted to a pavement condition rating ((~~in accordance with a standard deduct matrix or continuous deduct value curves as provided by the county road administration board. Alternate deduct matrices may be used by a county for internal management analyses. Alternate distress determination and evaluation methodologies may be used if approved by the county road administration board in accordance with WAC 136-70-050~~)) or index. The PMS shall provide for the recording and storage of pavement resurfacing, rehabilitation and reconstruction history data, including surfacing and base layer types and thicknesses, and year of application. ((~~Counties will not be required to determine such information for any work done prior to the county's implementation date.~~))

(3) The PMS shall include a future pavement condition prediction model that uses the periodic pavement condition distress data to forecast future pavement condition and to determine an estimate of service life.

(4) The PMS shall provide for annual ((~~downloading~~)) submittal to the county road administration board of one of the following for all paved collectors and arterials surveyed for pavement condition in the previous twelve months:

(a) The individual pavement distresses;

(b) The resultant pavement condition rating ((~~based on the standard deduct matrix provided by the county road administration board; or~~

~~(c) The resultant pavement condition rating for an approved alternative PMS as described in WAC 136-70-050.~~

~~Such downloading~~)) numerical value and a rating of good, fair, or poor. The good, fair, or poor methodology shall be reviewed and approved by the county road administration board prior to implementation by a county. The annual submittal shall be called the pavement condition data file. It shall be keyed to the county road log, and shall be transmitted in the electronic medium and format specified by the county road administration board, along with the annual road log update required by chapter 136-60 WAC.

AMENDATORY SECTION (Amending WSR 99-01-021, filed 12/7/98, effective 1/7/99)

WAC 136-70-050 ((~~Alternative~~)) Demonstration and approval of pavement management system ((~~requirements~~)). ((~~Alternative~~)) Any PMS distress determination and evaluation methodologies, processes or systems may be used if they yield pavement condition ratings comparable to the process described in WAC 136-70-040((~~(2)~~)). Counties ((~~intending to use an alternative process~~)) must satisfactorily demonstrate to the county road administration board that ((~~the alternative~~)) their county's chosen process is based on sound pavement engineering principles and is comparable in quality and scale ((~~thorough~~)) through research results, documented conversion equations, statistical sampling, or other methods.

AMENDATORY SECTION (Amending WSR 14-17-035, filed 8/13/14, effective 9/13/14)

WAC 136-70-080 County road administration board assistance. To assist each county to meet its eligibility requirements, the county road administration board shall a provide PMS software((~~, application~~)) option and training for that option. Should a county utilize an alternative PMS software option, the county road administration board will not offer training in the use of that alternative PMS software.

AMENDATORY SECTION (Amending WSR 11-05-005, filed 2/3/11, effective 3/6/11)

WAC 136-100-050 Apportionment of RATA funds to regions. RCW 36.79.040 sets forth the apportionment formula to be used in distributing RATA funds to the five regions. Following are the computations used in the apportionment formula:

(1) Computation of land area ratio. The ratio that the total county rural land area of each region bears to the total rural land area of all counties of the state shall be computed from information provided by the ((~~office of financial management as of July 1, 1993, and each two years thereafter~~)) most current U.S. census.

(2) Computation of road mileage ratio. The ratio that the mileage of county arterials and collectors in rural areas of each region bears to the total mileage of county arterials and collectors in all rural areas of the state shall be computed from information shown in the county road log maintained by the county road administration board as of July 1st of each odd-numbered year.

4. Senate Transportation Committee Ranking Member

Senator Curtis King

14th Legislative District

COUNTY PRESENTATIONS

Yakima County

- **Matt Pietrusiewicz, P.E.** (*County Engineer*)

Benton County

- **Matt Rasmussen, P.E.** (*County Engineer*)

WASHINGTON STATE
COUNTY ROAD
ADMINISTRATION BOARD

EXECUTIVE DIRECTOR'S REPORT

JANE WALL

Annual Certification

County
2025

General

1 During the reporting year the County Engineer performed the duties and had the responsibilities specified in RCW 36.80.030

Explanation:

2 At any time during the reporting year was there a vacancy/change in the position of County Engineer? If so, were the procedures in WAC 136-12 followed?

Explanation:

3 The processing of County Road Accident Reports during the reporting year complied with WAC 136-28

Explanation:

4 Priority Programming techniques were applied to the ranking of all potential projects on the arterial road system in the reporting year per WAC 136-14-020.

Explanation:

5 Projects to which expenditures were charged were all on the originally adopted Annual Construction Program of the reporting year and expenditures for maintenance and road equipment purchases and planned major repairs were consistant with originally adopted Annual Road Program or as amended per WAC 136-16-042

Explanation:

6 Attached Amendments

7 The county's construction by county forces limit for the reporting year computed by CRAB in accordance with RCW 36.77.065

8 The actual expenditure for construction by county forces as reported in the reporting year Annual Construction Report

9 Date of which a written Bridge and Inspection Report for the reporting year was furnished to the Legislative Authority as required by WAC 136-20-060

10 Uploaded Engineer's Stamped Cover/Title Page for the Bridge and Inspection Report

Policies and Documents

Policy	WAC	Date of Current Version	Uploaded Resolution
Re: Organization	WAC 136-50-050(1)		
Re: Complaint Handling	WAC 136-50-050(2)		
Re: Work for Others	WAC 136-50-050(3)		
Re: County Road Standards	WAC 136-50-050(4)		
Survey Monument Preservation	WAC 136-50-050(5)		
Priority Programming	WAC 136-14-030		
ER & R Policy	WAC 136-600-070		
ER & R Policy (Adopted Records)	WAC 136-600-070		
ER & R Policy (Adopting Resolution)	WAC 136-600-070		

Document	WAC	Due Date	Date Of Adoption	Date Sent to CRAB
Six-Year Program	136-15-050	2024-12-31		
Annual Construction Program & Report	136-16-040 & 136-300-090	2024-12-31		
CAPP Program & Accomplishments Report	136-300-060 & 136-300-090	2024-12-31		
Road Fund Budget Summary		2024-12-31		
Maintenance Management Work Plan & Budget	136-11-040	2024-12-31		
Road Levy Certification	136-150-021	2025-02-01		
Certification of Diversion and Road Fund Exp. For Traffic Law Enforcement	136-150-022	2025-04-01		
Engineer's Certification of Fish Barrier Removal Costs	136-150-023	2025-04-01		
Certification of Road Fund Exp. for Marine Navigation and Moorage	136-150-025	2025-04-01		
Annual Construction Report	136-16-050	2025-04-01		
CAPP Report	136-300-090	2025-04-01		
Maintenance Management Certification	136-11-050	2025-04-01		
Annual Certification	136-04-030	2025-04-01		
Road Log Update	136-60-030	2025-04-01		
PMS Certification for CAPA Eligibility	136-07-070	2025-12-31		
ER & R Submittals: Adopted Rates	136-600-070	2025-12-31		
ER & R Submittals: Adopting Resolution	136-600-070	2025-12-31		

WASHINGTON STATE
COUNTY ROAD
ADMINISTRATION BOARD

SPECIAL PRESENTATION:

Local Road Program

PRESENTERS:

Drew Woods

Deputy Director

Todd O'Brien

Grant and Special Projects Manager

Highlights of LRP WAC's

136-700

- Covers the administration of the program and items addressed in the RCW 36-170
    - Lists rules to be adopted – New WAC's
    - Eligibility
        - County in good standing
        - Subject to appropriation from legislature
        - Function Class – local road
        - Included in the 6-year TIP
    - Grants' delegation of authority
    - Reports to legislature

136-710

- Defines project types and design standards
    - 6 project types
    - Director to approve various forms and procedures for application
    - Considerations to be made at time of application
        - Overburden, Environmental etc.
    - Reallocation of funds if not enough projects
    - Design standards
        - Individual county standards
    - Deviations
        - How to process
        - CE investigates, review with BOCC and both approve through resolution

136-720

- Project submittal, selection and initial allocation
    - Gives the Board control, per call of:
        - Timing of call
        - Project type and amounts per each
        - Sets timeline for counties to submit, preliminary array and final adoption
        - Funding limits on number and size of each project
        - Matching requirements
        - Each call can be unique and can be made with an urban and rural distinction, if desired

    - Submittal follows RAP rules (prospectus, review, ranked approval, etc.) with the exception that there is only 1 prospectus.
    - Defines bare minimum for the prospectus with the remainder to be developed by staff and counties in the application process.
        - Will be a separate application process for each project type to ensure ranking amongst like projects.

136-730

- **Project contract, voucher and audit**
    - Contract
        - Follows RAP rules with the exception of 60 days to return contract rather than 45 days.
        - Allows combining and bundling of LRP contracts
        - Allows combining with non-LRP with the exception of Federal funded projects
        - Does not allow splitting of LRP projects
    - Voucher & Audit
        - Follows RAP

136-740

- **Project increase and advancement of funds**
    - Follows RAP process when considering increase or advancement.
        - Will be difficult considering the 2-year appropriation process.

136-750

- **Emergent projects, withdrawals, early termination and lapsing**
    - Covers emergent as mentioned in RCW 36-170
    - Withdrawals and termination
        - Allows CE to withdrawal before a CRAB contract, otherwise requires Legislative authority through termination
        - Follows RAP for repayment process
    - Lapsing
        - PE - 1 year
            - Set notice process at 6 months and minimums for showing progress
        - Construction – 4 years
            - 2-year extension available

Chapter 136-700 WAC

ADMINISTRATION OF THE LOCAL ROAD PROGRAM

136-700-010

Purpose and authority.

RCW **36.170.010** provides for a county local road program (LRP) to be established and that the county road administration board shall adopt rules necessary to implement said program. This chapter describes the manner in which the county road administration board will implement the provisions of chapter **36.170** RCW.

136-700-020

Adoption of rules.

The county road administration board shall adopt rules in accordance with the provisions of statute, RCW **36.170**, for purposes of administering the LRP regarding the following:

(1) Eligibility to receive funds.
(2) Functional classification.
(3) LRP projects in the six-year program.
(4) Considerations at submittal.
(5) Statewide prioritization of LRP projects.
(6) Design standards for LRP projects.
(7) Apportionment of funds to LRP projects.
(8) Allocation of funds to approved LRP projects.
(9) Matching requirements.
(10) Delegation of authority.
(11) CRAB/county contract.
(12) Processing of vouchers.
(13) Audit responsibilities.
(14) Reports to the legislature.
(15) Other matters deemed necessary by the county road administration board.

136-700-030

Eligibility to receive funds.

(1) Only those counties that, during the preceding 12 months, have spent all revenues collected for road purposes only for such purposes, RCW **36.82.070**, and including traffic law enforcement as allowed under Article II, section 40 of the state Constitution, are eligible to receive funds from the county local road program, except that:

(a) Counties with a population of less than 8,000 are exempt from this eligibility restriction;

(b) Counties expending revenues collected for road purposes only on other governmental services after authorization from the voters of that county under RCW **84.55.050** are exempt from this eligibility restriction; and

(c) This restriction does not apply to any moneys diverted from the road district levy under chapter **39.89** RCW.

(2) The board shall authorize county local road grant program funds for the construction project portion of a project previously authorized for a preliminary proposal in the sequence in which the preliminary proposal has been completed and the construction project is to be placed under contract. At such time the board may reserve funds for expenditure in future years as may be necessary for completion of preliminary proposals and construction projects to be commenced in the ensuing biennium.

(3) Subject to the availability of amounts appropriated for this specific purpose, the board may consider additional projects for authorization under this chapter upon a clear and conclusive showing by the submitting county that the proposed project is of an emergent nature and that its need was unable to be anticipated at the time the six-year plan of the county was developed. The proposed projects must be evaluated on the basis of the priority rating factors specified in RCW **36.170.030**.

136-700-040

Functional classification.

(1) The statute specifies that eligible projects must be roads not federally classified as an arterial or collector.
(2) Each LRP project application submitted shall show the functional classification of the road or roads included in the project. Prior to project approval, the board shall verify that the road on which the LRP project is requested, is not federally classified as an arterial or collector.

136-700-050

LRP projects in the six-year program.

Proposed projects must be included in the respective county's six-year plan as provided in RCW **36.81.121** before board approval of the project.

136-700-060

Delegation of authority.

In order to assure effective and timely administration of the LRP, the county road administration board may delegate authority in specific matters to its executive director. Delegation may be relative to signing of contracts, approval of LRP project vouchers, approval of change of scope of a project and other matters as may be determined by the county road administration board.

136-700-070

Reports to the legislature.

The board shall include a program status report in the board's annual report to the legislature as provided in RCW **36.78.070**.

Chapter 136-710 WAC

LOCAL ROADS PROGRAM - PROJECT TYPES AND DESIGN STANDARDS

136-710-010

Purpose and authority.

RCW **36.170** sets forth the criteria that will be used in determining the priority of specific improvement projects. This chapter describes how each LRP project type will rate and be prioritized statewide by project type.

136-710-020

Priorities by project type.

The county road administration board has determined that the interests of the counties will be best served by encouraging development of distinct project priority rating systems for each project type.

There shall be six project types eligible for LRP funding, with each having separate rating systems for project ranking and selection.

The following project types are allowed under the county local road program created in this chapter:

(1) 2-R as defined in the LAG manual;
(2) 3-R as defined in the LAG manual;
(3) Reconstruction as defined in the LAG manual;
(4) Replacement of any bridge on the national bridge inventory;
(5) Removal of human-made or caused impediments to anadromous fish passage; and
(6) Pedestrian facilities.

In consultation with the counties, the executive director shall approve the various forms and procedures necessary to rank, select and allocate available LRP funding.

136-710-030

Considerations at submittal.

(1) Through the application process the applicant shall identify the considerations used while submitting the project. At a minimum, the applicant shall consider the following priority rating factors:

(a) Investment in overburdened communities;
(b) Environmental health disparities as identified in the environmental health disparities map specified in RCW **43.70.815**;

(c) Location on or providing direct access to a federally recognized Indian reservation or lands;

(d) Sustaining the structural, safety, and operational integrity of the road;

(e) Vehicle and pedestrian collision experience;

(f) Access improvements to a community facility; and

(g) Identified need in a state, regional, county, or community plan.

(2) Through the ranking and selection process, the ranking calculation must take into account points for satisfying the considerations listed.

136-710-040

Reallocation of LRP funds between project types.

In the event that no projects or an insufficient number of projects are submitted in any project type to utilize the LRP funds set aside for the project type, all remaining funds shall be divided among the remaining project types as the county road administration board deems appropriate. The intent is to divide all available funds into project types having a sufficient number of submitted projects to fully utilize the funds available during the funding cycle.

136-710-050

Applicable design standards.

Geometric design of all LRP projects including all bridge and pedestrian projects shall be in accordance with submitting agencies' design standards for the construction of urban and rural local roads as currently adopted, WAC 136.50

136-710-060

Deviations from design standards.

Deviation from the currently adopted version of the submitting county's standard, may be utilized by the county engineer, in responsible charge of the project, when circumstances exist which would make application of adopted standards exceedingly difficult. Whenever a deviation is to be made on a project, it shall be so noted on the project application submitted.

136-710-070

Project support for deviation.

The county engineer submitting the deviation must provide CRAB with a copy of the letter/report, indicating the deviation from the adopted standards, process used to fully justify the deviation and a resolution of adoption by the County legislative authority before funding will be approved.

Chapter 136-720 WAC

LOCAL ROAD PROGRAM - PROJECT SUBMITTAL, SELECTION, AND INITIAL ALLOCATION OF PROJECTS

136-720-010

Purpose and authority.

RCW **36.170** provides that the county road administration board shall administer the county local road program (LRP). This chapter describes the manner in which counties may request LRP funds for specific project types and the manner in which the county road administration board will select projects and allocate LRP funds to such projects.

136-720-020

LRP program cycle—General.

The County Local Road Program cycle consists of the following basic steps:

(1) The CRABoard establishes a funding period if it determines that sufficient future LRP funds are available to provide for new LRP projects. This determination can take place during any of the CRABoard's regularly scheduled meetings.

Should the board determine there are adequate LRP funds available to be allocated to LRP projects and, under advisement from the counties, the board's action shall include the determination of;

(i) project type and the amount to be allocated to each project type listed in WAC 136-710-020;
(ii) timeline in which eligible counties are to submit projects;
(iii) funding limits per project;
(iv) limits on the number of projects per county:
(v) matching requirements for the funding period.

The board's LRP funding allocation may include all or any subset of the project types described under WAC 136-710-020, as well as federally classified urban or rural areas, and this decision may be unique and may vary between funding periods.

(2) Each eligible county prepares and submits a prospectus to the county road administration board;

(3) County road administration board staff conducts a field review of each prospectus and provides to each submitting county an evaluation and scoring of all priority elements which are based on a visual examination, using the priority rating process;

(4) For each prospectus submitted, county road administration board staff computes the total priority rating score and assembles all projects into rank-ordered arrays by project type; and

(5) The county road administration board reviews the rank-ordered arrays in each project type and, based upon the LRP funds projected to be allocated for the next project program period, selects and approves specific projects for LRP funding.

136-720-030

LRP program cycle—Prospectus submittal.

Each eligible county shall, for each project for which it seeks LRP funds estimated to be available in the next project program funding period, submit a prospectus to the board with the following requirements:

(1) The format and content of the prospectus shall be prescribed by the board, and each prospectus shall be submitted on forms provided by the board and must include a vicinity map, a typical cross-section (existing and proposed), and photos.
(2) Each prospectus shall be signed by the county engineer.
(3) If a design deviation is required, an evaluation and determination by the county engineer must be submitted in accordance with WAC 136-710-060 and 136-710-070
(4) If a project is for the improvement of a road which continues into an adjacent county and the project terminus is within 1,000 feet of the county line, the prospectus shall include a statement signed by the county engineer of the adjacent county certifying that the adjacent county will cooperate with the applicant county to the extent necessary to achieve a mutually acceptable design.
(5) All prospectuses shall indicate that the design of the project shall begin not later than one year from the date of project approval by the board, and that construction of the project shall begin not later than four years from the date of project approval by the board.

All counties shall use current cost pricing to estimate project costs. Inflation and contingency rates will be applied by the board based upon project type.

136-720-040

LRP program cycle—Field review by county road administration board.

After all prospectuses are received, the county road administration board will schedule and conduct an on-site field review of each project. During the field review, conducted jointly with the county engineer or his/her designee (unless waived by the county engineer), the assigned county road administration board staff person will review the overall project scope with the county representative and, using the priority rating process developed by the board, determine the rating score of all priority elements which are based on a visual examination. To ensure both uniformity and professional judgment in the visual ratings, the assigned county road administration board staff person shall be assigned by the deputy director and be a licensed professional civil engineer in the state of Washington or have significant experience in the design of road and bridge projects, and the same person shall review and rate all projects statewide. All field reviews will be completed, each project's type will be set, and the visual rating scores returned to each submitting county.

136-720-050

LRP program cycle—Total project rating and priority array.

County road administration board staff will review all prospectuses and ensure that:

(1) All necessary information is included;

(2) The project is eligible for LRP funding;

(3) The project schedule indicates that preliminary engineering will begin not later than one year from the date of project approval by the county road administration board, and that the construction of the project will begin not later than four years from the date of project approval by the county road administration board; and

(4) The total project priority rating is mathematically correct and the visual rating scores determined during the field review are included.

(5) Existing and proposed roadway cross sections, project narrative, and preconstruction photos are attached.

After county road administration board staff review, all accepted prospectuses will be placed in a declining total project rating array. After review by the county road administration board at its next regular meeting, the priority array for each project type will be provided to each county. These arrays will be preliminary only and will be provided to the counties to assist them in their internal budgeting and programming. No notations as to whether a particular project will or will not be funded will be included. Projects not adopted in the six-year transportation program by board’s process outlined in WAC 136-720-060 will be dropped from the array of eligible projects and the revised array will be presented to the county road administration board

136-720-060

LRP program cycle—Selection and approval of projects for LRP funding.

(1) At the board’s next regularly scheduled meeting, the county road administration board will select projects and allocate anticipated LRP funds to projects. The preliminary priority arrays as developed in WAC 136-720-050 will be updated to exclude any county which is ineligible under WAC136-700-050, and projects will be selected from these arrays. Selections will be made by each project type statewide in declining priority rank order, provided that:

(a) No county shall be allocated LRP funds in excess of the limits as set in WAC 136-720-020.

(2) The statewide net amount of LRP funds available for allocation to projects in the funding period will be based on procedures outlined in WAC 136-720-020 and appropriated by the legislature.

(3) Acceptance of the LRP allocation for a project by the full execution of a CRAB/county contract as described in chapter 136-730-030 WAC constitutes agreement to complete the project in compliance with the scope, design and project limits in the prospectus. All material changes to the scope, design or project limits must be approved by the county road administration board prior to commencement of construction.

136-720-070

Limitations on use of LRP funds – Matching funds

LRP funds requested and allowed to a project are limited to the match requirements established by county road administration board at the time of call for projects developed in conjunction with policy following RCW 36-170-060. The match requirements will be applied to the total eligible project development costs, which may include preliminary engineering and construction costs for all project types identified in WAC 136-710-020 and right-of-way costs for project types identified in WAC 136-710-020 (2) through (6).

Even though additional and eligible project development costs may be incurred by a county for a specific project, the maximum amount of LRP funds for that project is limited to the amount allocated and shown in the CRAB/county contract, unless the allocation is increased pursuant to chapter 136-740-020 WAC.

Chapter 136-730 WAC

LOCAL ROADS PROGRAM – PROJECT CONTRACT, VOUCHER AND AUDIT

136-730-010

Purpose and authority.

RCW 36.170 provides that the county road administration board shall administer the county local road program (LRP). This chapter describes the individual project contract between the county road administration board and a county (CRAB/county contract), the manner in which the county road administration board will implement the provisions related to payment of vouchers and the provisions for audit of LRP projects.

136-730-020

Notification of counties.

The county road administration board shall, within ten days of its LRP project approval meeting, notify each county having an approved project of such approval and of the amount of LRP funds allocated to each approved project. The county road administration board shall offer a contract for each such approved project setting forth the terms and conditions under which LRP funds will be provided.

136-730-030

Terms of CRAB/county contract.

(1) The CRAB/county contract shall include, but not be limited to, the following provisions:

(a) The contract shall be valid and binding, and the county shall be entitled to receive LRP funding in accordance with the vouchering/payment process as described in this chapter, only if the contract is properly signed and returned to the county road administration board within sixty calendar days of its transmittal by the county road administration board.

(b) The county certifies that it is in compliance with the provisions of chapter 136-700 WAC.

(c) The project will be constructed in accordance with the scope, design and project limits as described in the prospectus and in accordance with the plans and specifications approved by the county engineer, and, if applicable, the phased construction plan submitted by the county engineer to the county road administration board.

(d) The county will notify the county road administration board:

(i) If a single construction contract is intended to fully complete the project, at the time of project advertisement, construction contract, and when the project has been completed. Should the small works roster process be utilized, then the initial notice must occur prior to initiating the contractor selection process.

(ii) If county forces are utilized to fully complete the project, at the time of project notice, as required in RCW **36.77.070**, commencement of construction activities, and when the project has been completed.

(iii) If the project applies a phased construction methodology, at those times described in a phased construction plan, consistent with subsection (2) of this section.

(e) The county road administration board will reimburse counties on the basis of monthly progress payment vouchers received and approved on individual projects in the order in which they are received in the county road administration board office, subject to the availability of LRP funds apportioned; or subject to a minimum balance determined by the CRABoard for the purposes of cash flow; provided however, that if insufficient LRP funds are available or the legislature fails to appropriate sufficient LRP funds, payment of vouchers may be delayed or denied. Counties are ineligible to receive LRP funded construction cost reimbursements prior to satisfaction of the initial project notice requirement described in subsection (1)(d) of this section.

(f) The county will reimburse the LRP funds in the event a project post-audit reveals ineligible expenditures of LRP funds.

(g) The county may be required to reimburse the LRP funds in the event of early termination in accordance with the provisions of chapter **136-750** WAC.

(h) The county agrees to amend the contract in cases where:

(i) Additional LRP funds have been requested and approved under chapter **136-740** WAC;

(ii) Other relief from the original scope, design or project limits has been approved by the county road administration board under chapter **136-750** WAC; or

(iii) A project has been terminated without full LRP funds reimbursement under WAC **136-750**.

(i) The county agrees to provide periodic project development progress reports as requested by the county road administration board.

(2) Counties may implement a phased construction methodology in the completion of LRP funded projects. A phased construction methodology is described as the process to implement multiple construction contracts through competitive bid and award, contracts awarded through exercise of the small works roster process, or construction by county forces, or a combination of two or more of these three methods, in order to complete a single LRP funded project. If a county elects to use phased construction methodology, construction of at least one of the project phases must commence by the lapsing date and all remaining phases must commence within two years of commencement of the first phase. In the event the county fails to meet either of these timelines, repayment of expended LRP funds for all phases of the project will be required unless waived by the county road administration board in keeping with the provisions of this section.

(a) In order to be considered phased construction, each phase must:

(i) Be distinct, independent, and nonoverlapping construction activities as to location and type of work;

(ii) Result in separate function and utility;

(iii) Be part of related and sequential construction activities that lead to overall project completion;

(iv) Separately and collectively comply with state laws as to procurement of contract work and use of county forces; and

(b) In order to satisfy notification requirement of subsection (1)(d) of this section, a phased construction plan must be developed and submitted to the county road administration board at least fifteen calendar days prior to contract bid advertisement, beginning the selection process for a contractor through a small works roster process, or commencement of construction by county forces, whichever occurs first. The phased construction plan must:

(i) Include a description of each construction phase, the contracting method to be employed or that county forces will be used;

(ii) Include an estimated cost and begin and end dates for each construction phase; and

(iii) Describe the relationship between construction phases and ultimate completion of the overall project.

136-730-040

Combining CRAB/county contracts.

In those cases when a county desires to combine two or more adjacent LRP funded projects into a single contract, the county, prior to advertising for the construction contract, or prior to commencing construction should any of the projects be scheduled for completion by county forces, must make a formal written request to the county road administration board to combine the projects into a single project, assuring that the original prospectus work will be accomplished as originally proposed or as previously revised by the county road administration board, regardless of the applicable maximum project LRP contribution.

Upon receipt of a letter of request to combine, and consideration and approval by the director of the county road administration board, a revised CRAB/county contract will be prepared and sent to the county for its execution and returned in the same manner as for the original contract(s). Projects shall be considered adjacent if they have a common terminus.

136-730-050

Bundling of construction projects.

In those cases when a county desires to bundle two or more LRP funded projects into a single construction contract, the county, prior to advertising for the construction contract, or prior to commencing construction should any of the projects be scheduled for completion by county forces, must make a formal written request to the county road administration board to bundle the projects into a single construction contract. This request must describe the benefit to bundling the projects into a single construction contract and demonstrate how the county will separately track each individual project/item cost.

Upon receipt of a letter of request to bundle funded projects for construction, a letter approving or denying the request will be prepared and sent to the county from the county road administration board executive director.

136-730-060

Combining of LRP funded project with non-LRP funded project.

In those cases when a county desires to combine a LRP funded project with one or more adjacent non-LRP funded projects, the county, prior to advertising for the construction contract, or prior to commencing construction should any of the projects be scheduled for completion by county forces, shall notify the county road administration board in writing of its plans to combine the projects into a single construction project, assuring in writing that the work items assigned to the LRP funded section will remain distinct and separate through the bid documents and contract plans.

Upon verification that the request is submitted in a timely manner, that the combined project will meet the conditions of the CRAB/county contract and prospectus requirements, and that LRP funded items of work will be sufficiently separated from other work, the CRAB director will respond in writing, to grant the combination. Projects shall be considered adjacent if they have a common terminus.

Federally funded projects are not eligible to combine with LRP funded projects.

136-730-070

Voucher form.

The county road administration board shall prepare and distribute to all counties with approved LRP projects a voucher process for use in requesting progress payments and final payment for each approved LRP project.

136-730-080

Voucher approval.

The county constructing each LRP project may submit vouchers monthly as the work progresses and shall submit a final voucher after completion of each LRP project for the payment of the LRP share of the project cost. Each voucher shall include total project costs to date, including costs covered by other funding sources. The county shall include with each voucher sufficient documentation to verify costs. Reimbursable costs include all eligible direct costs for the design, right-of-way, and construction phases. Indirect costs including overhead and support services shared by multiple department's programs or funds such as accounting, payroll, administrative, or human resources salaries and benefits and information technology services for the county shall not be reimbursed. The chair of the county road administration board or his/her designee shall approve such vouchers for payment to the county submitting the voucher.

136-730-090

Payment of vouchers.

Upon approval of each LRP project voucher by the chair of the county road administration board or his/her designee, it shall be transmitted to the state treasurer.

136-730-100

Provisions for audit of LRP projects.

(1) Audit provisions. LRP project audits may be conducted by the state auditor's office and will normally be conducted in conjunction with the audits of the different counties of the state as required by RCW **43.09.260** and **36.80.080**. Special audits of specific LRP projects may be accomplished at the request of the county road administration board. If a special audit is conducted outside the confines of those audits required by the above statutes, then the costs of the special audit shall be the responsibility of the county road administration board.

(2) Scope of audits. The audit of any LRP project shall include, but not be limited to, the review of the county's compliance with:

(a) The provisions of the act; and

(b) The rules in Title 136 WAC regarding implementation and administration of the act, with detailed review of uses of county road taxes, application of LRP funds, and the various reporting requirements.

The audit shall also include a review of the financial accounting and reporting of those funds associated with and received for the LRP project.

(3) Noncompliance, questioned costs, and post-audit penalty. If the audit of a LRP project reveals any area of noncompliance and/or questioned costs, then such exceptions shall be subject to comment by the examiner within the audit report. In the event an exception has been noted within the audit report, it shall be the duty of the county road administration board to discuss and evaluate the noted discrepancy. Discrepancies may be cause for the county road administration board to order the payback of any LRP funds that have been expended on ineligible activities and/or withdrawal or denial of the certificate of good practice of the county in question as provided in chapter **136-04** WAC.

Chapter 136-740 WAC

LOCAL ROADS PROGRAM – PROJECT INCREASES AND ADVANCEMENT OF FUNDS

136-740-010

Purpose and authority

RCW **36.170** provides that the county road administration board shall administer the county local road program (LRP). This chapter describes the manner in which counties may request an increase in the amount of LRP funds allocated to a project and request an advancement of funds for an approved project.

136-740-020

Requirements for consideration of LRP fund increases.

(1) When a county submits its prospectus as described in WAC 136-720-030, the county road administration board presumes that the amount of LRP funds requested, plus any non-LRP funds that may be designated for the project, are sufficient to fully, and in a timely manner, complete the project as described.

(2) All cost increases during the course of construction shall be the responsibility of the county. In extraordinary circumstances, a county may request an increase in the amount of LRP funds allocated to a project. A county may request an increase in a project's LRP allocation once during the course of a project's development, and such request may occur only after completion of preliminary engineering, but prior to commencing construction. A project shall be considered to have commenced construction if:

(a) The construction contract for the work has been awarded; or

(b) If done by county forces, the work has commenced, except for construction engineering.

Requests for increases in excess of 25 percent of the original LRP allocation will not be considered or granted; the county must secure other funds, withdraw or request the termination of the project, or request a change in scope and/or project limits. If current funding sources are not sufficient to cover the costs beyond a 25 percent increase, the county may resubmit the same project for funding in the next funding period. Upon funding of the new project by the county road administration board, the previous contract shall become void. All LRP funds expended on the previous contract shall be repaid to the county road administration board unless waived by the county road administration board in keeping with provisions of WAC 136-750-060.

(3) A request by a county for an increase in LRP funds allocated to a project shall demonstrate that:

(a) The county at the time of preparing its project prospectus considered the factors listed in subsection (4) of this section;

(b) The request for an increased allocation is based on extraordinary and unforeseeable circumstances of the type listed in subsection (5) of this section;

(c) It is not feasible to reduce the scope and/or project limits so the project can be substantially constructed within the initial LRP allocation;

(d) The request is not to pay for an expansion of the originally approved project;

(e) If the work is to be done by contract, the county has supplied to the CRABoard, an updated engineer's cost estimate prior to, and within three months of, advertisement of the project for construction bids; and

(f) If the work is to be done by county forces, the county has supplied to the CRABoard, an updated engineer's cost estimate prior to, and within three months of, commencement of the work.

(4) At the time of preparation and submittal of the project prospectus, a county is expected to consider all information which may affect the cost of the project. In cases where the information is incomplete or poorly defined, the county is to exercise good professional judgment and/or seek outside professional assistance and advice in order to prepare a reasonable LRP fund request. The information which a county is expected to consider includes, but is not limited to, the following:

(a) The availability at the needed time of matching funds and other supplementary funds;

(b) All technical data reasonably available such as topographic maps, reconnaissance reports, surface and subsurface geotechnical data, hydraulic and hydrological data, sources of materials, applicable design standards, and any earlier preliminary engineering;

(c) Required permits, including preproject scoping consultations with the permitting agencies and an estimate of the costs of complying with permit requirements;

(d) Required right of way or other easements, and the time and cost of acquisition;

(e) Availability of qualified contractors to perform the work;

(f) Ownership, type, amount, and time requirements of any required utility relocation;

(g) Historical and projected labor, equipment and material costs; and

(h) The project development timetable leading to completed construction and the interrelation of this project to all other work activities under the control of the county engineer.

(5) The county road administration board will increase LRP funds allocated to a project only if it finds that the request for an increased allocation is based on extraordinary and unforeseeable circumstances, including but not limited to the following:

(a) The county relied on existing technical data which were later found to be in error, and which will necessitate a significant design change prior to proceeding with construction;

(b) Project permit requirements were substantially changed, or new permits were required;

(c) Supplementary funds, such as impact fees, developer contributions, grants, etc., which were forecasted to be available for the project, were withdrawn or otherwise became unavailable;

(d) Design or other standards applicable to the project were changed;

(e) The start of construction will be significantly delayed or additional construction requirements will be added as a direct result of legal action; provided however, that the failure of a county to exercise its statutory powers, such as condemnation, will not be grounds for increasing LRP funds; and/or

(f) The lowest responsive bid for construction exceeds the amount of available funding for construction; provided that said bid is determined by the county engineer to be reasonable and the increased cost of the bid can be justified.

136-740-030

LRP project increases evaluation, consideration and action.

(1) In deciding whether to grant a request for an LRP allocation increase submitted under the provisions of WAC 136-740-020, the county road administration board will consider the following factors:

(a) Whether the county, at the time of preparing its project prospectus, considered the factors listed in WAC 136-740-020 (4);

(b) Whether the county's request for an increased allocation is based on extraordinary and unforeseeable circumstances of the type listed in WAC 136-740-020 (5);

(c) Whether it is feasible to reduce the scope and/or project limits so the project can be substantially constructed within the initial LRP allocation;

(d) Whether the request is to pay for an expansion of the project; and

(e) Whether the increased allocation will have an adverse effect on other approved or requested LRP funded projects.

(2) The executive director shall approve or deny a county's request for additional funds.

(a) If the request is approved, in whole or in part, the executive director is authorized to execute an amendment to the CRAB/county contract. Upon execution of a contract amendment under this chapter, the executive director will advise board members of the amendment details at the next CRAB board meeting.

(b) If the request is denied, in whole or in part, the county may appeal the executive director's decision at the board's next regularly scheduled board meeting.

136-740-040

Amendment of CRAB/county contract.

All changes in approved LRP allocations and other county road administration board actions taken under the provisions of this chapter shall be reflected by amending the CRAB/county contract. Failure of a county to sign and return an amended CRAB/county contract within forty-five calendar days of its transmittal by the county road administration board shall nullify all allocation increases and other county road administration board actions.

136-740-050

LRP program advancing funds.

(1) Counties may request advancing LRP funds. Such a request by a county shall demonstrate the ability to proceed with the project ahead of the regular funding schedule

(2) In considering a request to advance LRP funding, the county road administration board will review the county's justification, the current LRP appropriation and expected reimbursements.

(3) The executive director shall approve or deny a county's request for advancing LRP funds.

(a) If the request is approved, in whole or in part, the executive director is authorized to execute an amendment to the CRAB/county contract. Upon execution of a contract amendment under this chapter, the executive director will advise board members of the amendment details at the next CRAB board meeting.

(b) If the request is denied, in whole or in part, the county may appeal the executive director's decision at the board's next regularly scheduled board meeting.

Chapter 136-750 WAC

LOCAL ROAD PROGRAM – EMERGENT PROJECTS, WITHDRAWALS, EARLY TERMINATION AND LAPSING

136-750-010

Purpose and authority.

RCW 36.170 provides that the county road administration board shall administer the county local road program (LRP). This chapter describes the manner in which counties request funding for emergent projects, and in which manner the county road administration board, will administer said emergent projects, withdrawals, early termination, and lapsing of approved projects.

136-750-020

Emergent project eligibility.

Projects of an emergent nature may be funded through the local road program as authorized by chapter 36.170.070 RCW. An emergent project is defined as a project whose need the county was unable to anticipate at the time the six-year program of the county was developed. Emergency work to temporarily restore a county road for the short-term use of the traveling public is not eligible for funding as an emergent project; however, a project to permanently repair a county road after an emergency may be considered for funding if the proposed project meets all other requirements of the local road program.

To be eligible for emergent project approval, the project shall be evaluated by the county road administration board grant programs engineer, with the participation of the county engineer, on the same point system as all other projects within project type. The proposed emergent project must rank at or above the project type funding cutoff line on the current array based upon one hundred percent of the current estimated allocation as determined by the county road administration board.

136-750-030

Emergent project limitations and conditions.

All projects for which local road program funding is being requested under this chapter are subject to the following:

(1) The requesting county has the sole burden of making a clear and conclusive showing that the project is emergent as described in this chapter; and

(2) The requesting county shall clearly demonstrate that the need for the project was unable to be anticipated at the time the current six-year transportation program was developed.

136-750-040

Emergent Project - Action by the county road administration board.

Counties may request consideration and action by the county road administration board at any time, however, the county road administration board will address all such requests at its next regular quarterly meeting. A county may request, and the county road administration board chair may convene, a special meeting to consider such a request as provided for in WAC **136-01-030**.

136-750-050

Withdrawal of LRP project before CRAB/county contract.

At any time after the submittal of a prospectus and prior to the time of the CRAB/county contract execution, a county may withdraw a LRP funded project. The statement of withdrawal must be in writing and signed by the county engineer. The withdrawal shall be effective upon receipt by the county road administration board.

136-750-060

Termination of approved project after LRP CRAB/county contract.

(1) If a county terminates an uncompleted LRP funded project for which CRAB/county contract has been executed, for other than an unanticipated scope change, and is prepared to repay the LRP for all LRP funds received, the county shall, by means of a letter signed by the chair of the board of county commissioners or the county executive as appropriate, inform the county road administration board of its termination of the project. The letter shall state the reasons for termination and commit to repaying all LRP funds received for the project. Upon acknowledgment of such termination by the county road administration board, the county shall repay the county road administration board for all LRP funds paid to the county on that project within 60 days of such acknowledgment. After receipt of the LRP repayment, the county road administration board will void the CRAB/county contract and allocate the LRP funds to other projects within the project type.

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

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

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

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

(d) Agreement to provide supporting documentation for amounts the county does not want to repay.

If the county road administration board grants the request, the county shall repay all LRP funds not exempted from repayment within 60 days of the county road administration board's action, the CRAB/county contract will be amended, and the remaining LRP funds will be allocated to other projects. If the county road administration board denies the request, full repayment shall be made as provided in subsection (1) of this section.

136-750-070

Lapsing of LRP allocation for approved projects.

To encourage timely development and construction of approved projects, all projects for which LRP funds have been allocated must meet certain project development milestones. Failure to meet the milestones will result in action by the county road administration board to withdraw LRP funds from the project.

(1) For the purposes of this section, a project will be subject to lapsing and withdrawal of its LRP allocation if:

> (a) The project has not begun the preliminary engineering within one year of project approval by the county road administration board; or
>
> (b)During the preliminary engineering or right of way phase, if the county has not documented progress through the reimbursement process within a 6-month period, the county will be notified that the project will lapse within 6 months from notification, unless the county can document progress through the reimbursement process within that 6-month period.
>
> (c) The project has not begun construction within four years of the date of project approval by the county road administration board.
>
> (d) For construction only project awards, a project shall be considered lapsing if construction does not commence within 2 years from the date of project approval by the county road administration board.

(2) A project shall be considered in preliminary engineering if a minimum of $5,000 of LRP funds have been expended or evidence that a minimum of post CRAB/county funds of $5,000 of non-LRP funds have been expended for preliminary engineering as provided for in RCW **36.75.050**.

(3) Documented progress shall be considered satisfied if a minimum of $5,000 of LRP funds have been expended in the previously 6 month period.

(4) A project shall be considered in construction if:

> (a) The construction contract for the work has been advertised for bids as provided for in RCW **36.77.020**;
>
> (b) A contract has been awarded under the provisions of the small works roster contract award process; or

(c) If done by county forces, the work has commenced.

(5) If an approved project does not meet a required project lapsing date development milestone, the county road administration board will, at its next regular meeting, withdraw LRP funds from the project.

(6) At any time up to ten days before such meeting, the county may, in writing, request an extension of the lapse date. The county road administration board may grant such an extension if it finds that the delay in project development was for reasons that were both unanticipated and beyond the control of the county, and subject to the following:

(a) A project extension will be granted one time only and will be no more than two years in length; and

(b) The county can demonstrate that the project was actively pursued for completion within the original CRAB/county contract terms and can be completed within a two year extension; and

(c) The request for an extension is based on unforeseeable circumstances that the county could not have anticipated at the time the project was submitted for LRP funding; and

(d) An approved time extension will not be grounds for the county to request an increase in the LRP funding of the project; and

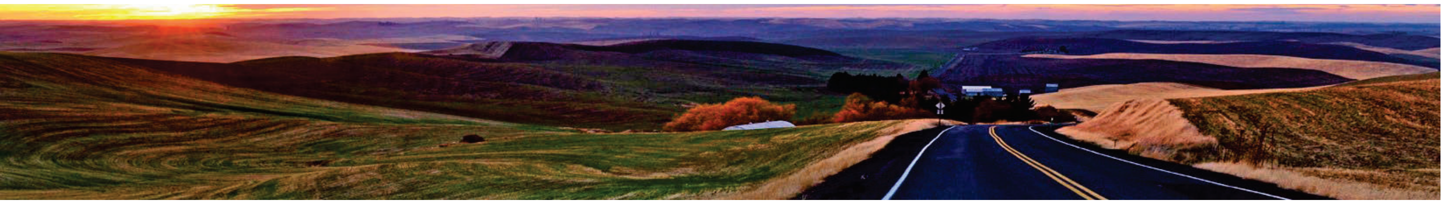
(e) The executive director will determine a new lapse date, and all of the requirements listed above under subsections (1) and (2) of this section will apply except that further extensions will not be granted.

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

(8) 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. For those projects given a lapsing moratorium, section four shall be held in abeyance until the new lapsing date.

Information Services Division Report

Eric Hagenlock, IT Director | October 23rd, 2025

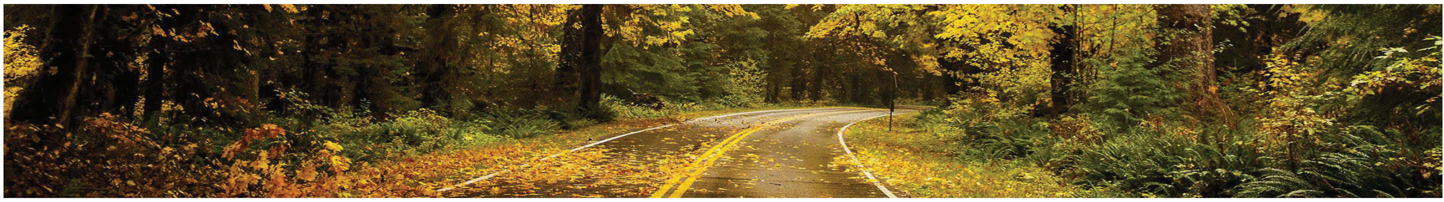


IT Project Summary July – October 2025

BUSINESS CASE	TARGET END DATE	PROGRESS UPDATE	KEY RISKS	OUTCOMES MANAGEMENT
PAVER Provide county pavement managers a software capable of collecting and calculating Pavement Condition Index (PCI) and develop import/export to GIS-Mo.	10/30/25	Project Team has procured ESRI services with Innovation and Modernization Fund (IMF) grant funds to complete the Upload/Download project goal. CRAB Staff has successfully imported GIS-Mo data into PAVER and performed road tests to confirm operation and demonstrate GPS function.	Very complex Pavement Management System and steep learning curve to PAVER software Lack of institutional knowledge and expertise in PAVER or PCI to train counties	All project costs incurred and reimbursed for the PAVER implementation. Remaining work is completing handoff of ESRI tool with no additional costs anticipated.
GIS-Mo Road Map Prep work underway to build the 2026 Road Map. It is crucial to keep all counties informed and involved in the development, improvement, and changes being made to CRAB technologies and GIS-Mo.	**UNDERWAY**	The 2025 Annual Survey for GIS-Mo was sent out early October.	Time to build strong estimated project plans for reliable road map.	Cameron Cole, GIS Manager, is working to develop road map for GIS-Mo in 2026 while completing the 2025 road map.

Thank all of you for your endless support and work on the GIS-Mo program and helping all of us Counties to be successful!

Blair Swogger, Pacific County

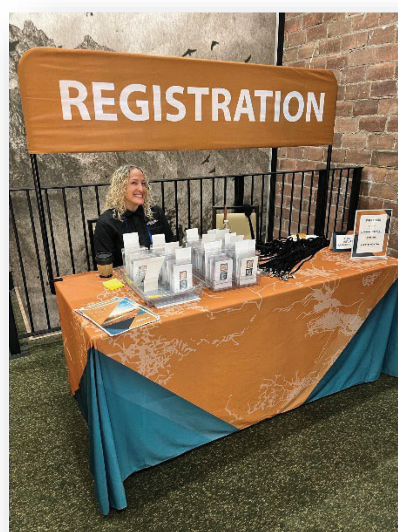


What's New?

GIS-Mo is the Transportation Asset Management System used by all 39 counties to report county road log changes and manage the condition, preservation, maintenance, and construction of over 78k lane miles of county roads. The LevelUp GIS-Mo Conference was envisioned to bring together champions from CRAB, the 39 County Road Departments, and the vendor community to talk, learn and share experiences on the current and future state of CRAB and County Road technology!

This first ever event spanned three days: Day One, vendor presentations on current and upcoming technology within the GIS-Mo ecosystem; Day Two, keynote from Joanne Pearson, Statewide GIS Coordinator, several hands-on computer labs, and a roundtable with subject matter experts for county road staff to ask questions and discuss challenges; Day Three, County presentations highlighting the amazing work done in County Road Departments across Washington State supported by the GIS-Mo System.

Technical presentations and topics included AI, LIDAR, GIS, Open-Source solutions, Asset Management best practices, regulatory requirements, and much more. Presentations ranged from lectures, to live demo, to hands-on. Finally, this conference provided a collaborative and open-minded environment for discussing challenges, solutions, and networking to form strong partnerships at all levels of county road transportation.

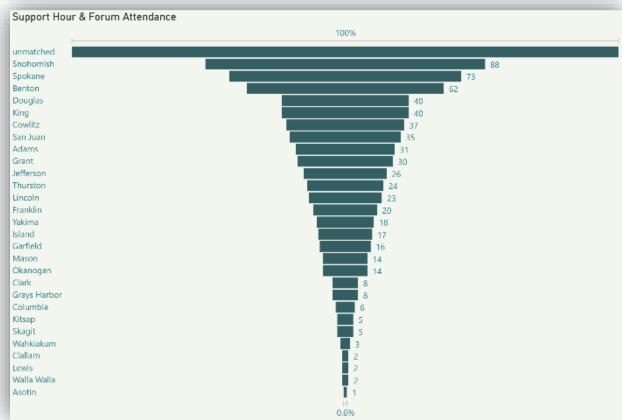


This first ever LevelUp conference was a great success as indicated during the event and post event surveys! CRAB is committed to providing the best service and products possible to all 39 County Road Departments in Washington to facilitate the fantastic work they do and the challenges they face as stewards for the largest portion of public roadways in Washington by lane mile.

Special thanks to our county presenters: Dave Hower of Whatcom County, Jacob Harris of Okanogan and Mark Matson of Snohomish County; and all that made this conference a success!

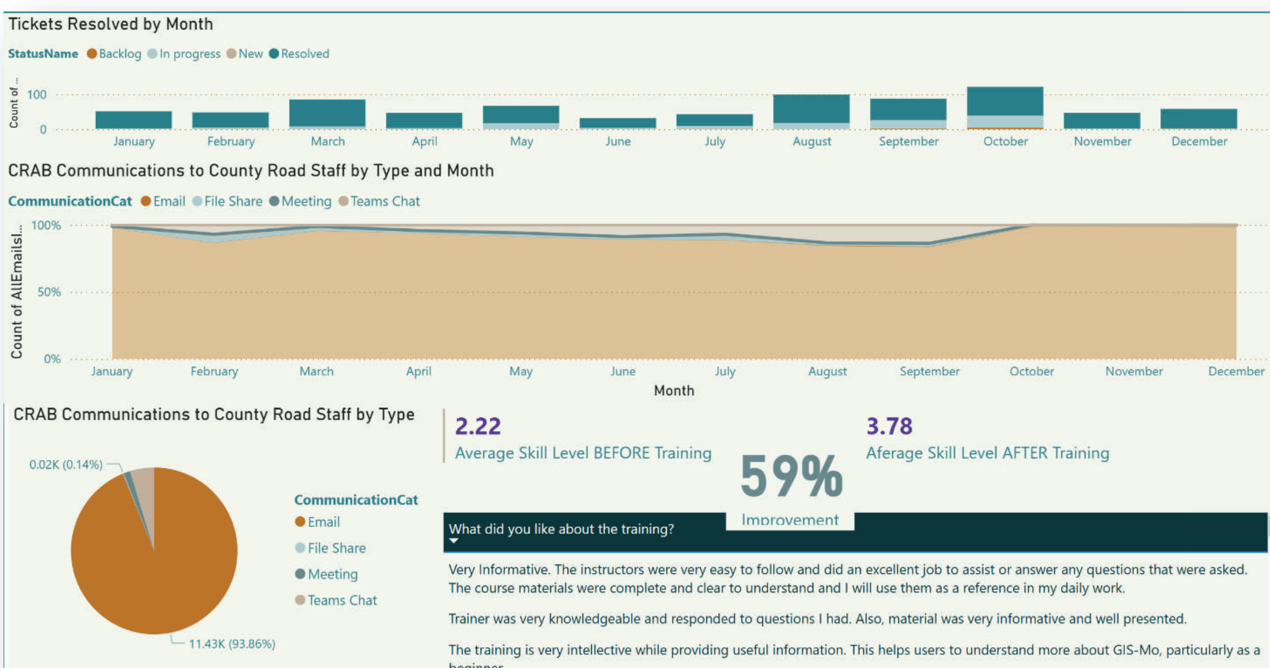
County Support & Training Metrics

CRAB continues to see steady attendance of GIS-Mo Open Support and Monthly Forum. CRAB Help Desk tickets have seen an increase in use since August allowing for better transparency into CRAB staff demands and resource uses.



A new metric related to CRAB staff communications to counties reveals the heavy reliance on email communication over Teams Chat, Meetings, and file share. Although again an increase to Teams Chat & Meeting communications during August & September.

Finally, before training and after training skill assessments indicate a 59% improvement over the past 12 months. However, early annual survey results indicate a need for more training than being offered.



September 12, 2025

Office of Financial Management
Budget Office

RE: 2026 Supplemental Budget Request

The County Road Administration is pleased to submit their 2026 Supplemental Budget request.

If you have questions, please contact either myself or Drew Woods at 360.753.5989.

Sincerely,

Jane Wall

Jane Wall
Executive Director

2025-27 BIENNIAL BUDGET DECISION PACKAGE

Agency: County Road Administration Board 4060

DP code/title: County Ferry Capital Improvement Program

Budget period: 2025 - 2027

Budget level: ML

Agency RecSum text: The correction of grant awards to Pierce County in the County Ferry Capital Improvement Program (Fund 108). The County Road Administration Board is responsible for the County Ferry Capital Improvement Program (CFCIP) per RCW 47.56.725(4).

Fiscal detail

Operating Expenditures	FY 2026	FY 2027	FY 2028	FY 2029
Fund 108		$352,900		
Total Expenditures		$352,900		
Biennial Totals	$352,900			
Staffing	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
FTEs	0	0	0	0
Average Annual	**0**		**0**	
Object of Expenditure	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Obj. N		$352,900		
Revenue	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Fund 108	$0	$0	$0	$0
Total Revenue				
Biennial Totals				

Package description

The decision package is to request that funding be increased to include a grant payment to Pierce County in FY27 through the Agency's County Ferry Capital Improvement Program (CFCIP). In anticipation of closing the grant with Pierce County after the FY26 grant payment, a file review determined that the FY26 payment is the 19th of 20 payments agreed between Pierce County and the Agency. At some point during the 20-year contract term, the payment tracking method was changed from calendar year to fiscal year resulting in the one-year error. The FY27 payment will be the 20th and final payment.

RCW 47.56.725(4) requires the County Road Administration Board (CRAB) to evaluate requests by Pierce, Skagit, Wahkiakum, and Whatcom counties for county ferry capital improvement funds. Chapter 136-400 WAC – Administration of the County Ferry Capital Improvement Program includes the process and criteria used to evaluate these requests. To consider a project for funding under the CFCIP, the project shall include at least one of the following alternatives:

- Purchase of a new vessel(s).
- Major vessel refurbishment (e.g. engines, structural steel, controls) that substantially extends the service life of the vessel.
- Facility refurbishment/replacement (e.g. complete replacement, major rebuilding or redecking of a dock) that substantially improve ferry facilities or operations.
- Construction of infrastructure that provides new or additional access or increases the capacity of terminal facilities.
- Emergency repairs to correct damage to vessels or facilities caused by accidents or natural phenomena.

The current CFCIP funds design, construction, and/or debt service on the replacement of three vehicle ferries. In addition to the vessel replacement, the Skagit and Whatcom County projects include shore-side improvements needed to facilitate the new ferry vessel.

The projects currently funded are:

- Pierce County for the replacement of the Steilacoom 2 serving Anderson and Ketron Islands.
- Skagit County for the replacement of the Guemes Island ferry as well as shore-side improvements.
- Whatcom County for the replacement of the Lummi Island ferry as well as shore-side improvements.

Approved requests are limited to $500,000 per year and may not exceed a total grant amount of $10,000,000 per project. Eligible counties are limited to one active project at a time.

Questions: Contact Drew Woods at 360.753.5989

Assumptions and calculations

RCW 47.56.725(4) requires CRAB to evaluate CFCIP requests and submit approved requests to the Legislature for funding out of the amounts available under RCW 46.68.090(2)(h). RCW 46.68.090(2)(h) is a portion of the Motor Vehicle Fuel Tax distributed monthly to the counties.

	FY 2026	**FY 2027**	**Grant Remaining After FY 2027**	**Final Reimbursement**
Pierce County	$352,900	$352,900	$0	FY 2027
Skagit County	$375,000	$375,000	$4,500,000	FY 2039
Whatcom County	$500,000	$500,000	$8,000,000	FY 2043

Strategic and performance outcomes

This package will meet the requirements of RCW and will honor grant contracts between CRAB and Pierce, Skagit, and Whatcom counties.

There is not a performance measure submitted for this package.

Other collateral connections

Intergovernmental – All 39 counties

Stakeholder impacts – N/A

Legal or administrative mandates – N/A

Changes from current law – N/A

State workforce impacts – N/A

State facilities impacts – N/A

Puget Sound recovery – N/A

Other supporting materials - None

Information technology (IT) – N/A

COUNTY FERRY CAPITAL IMPROVEMENT FUND PRO FORMA PAYOUT SCHEDULE 2007 - 2039

FY	PIERCE		SKAGIT	WAHKIAKUM	WHATCOM	GRAND TOTALS	FY
	M/V C. Anderson	M/V Steilacoom II	Guemes Island	Ramp Replacement	M/V Whatcom Chief II		
2007	$176,713	$0		$0	$0	$176,713	2007
2008	$175,046	$352,900		$0	$0	$527,946	2008
2009	$173,379	$352,900		$500,000	$0	$1,026,279	2009
2010	$171,712	$352,900		$0	$0	$524,612	2010
2011	$170,045	$352,900		$0	$0	$522,945	2011
2012	$168,378	$352,900		$0	$0	$521,278	2012
2013	$0	$352,900		$0	$0	$352,900	2013
2014	$0	$352,900		$0	$0	$352,900	2014
2015	$0	$352,900		$0	$0	$352,900	2015
2016	$0	$352,900		$0	$0	$352,900	2016
2017	$0	$352,900		$0	$0	$352,900	2017
2018	$0	$352,900		$0	$0	$352,900	2018
2019	$0	$352,900		$0	$0	$352,900	2019
2020	$0	$352,900	$375,000	$0	$0	$727,900	2020
2021	$0	$352,900	$375,000	$0	$0	$727,900	2021
2022		$352,900	$375,000			$727,900	2022
2023		$352,900	$375,000			$727,900	2023
2024		$352,900	$375,000		$500,000	$1,227,900	2024
2025		$352,900	$375,000		$500,000	$1,227,900	2025
2026		**$352,900**	**$375,000**		**$500,000**	**$1,227,900**	**2026**
2027		**$352,900**	**$375,000**		**$500,000**	**$1,227,900**	**2027**
2028			**$375,000**		**$500,000**	**$875,000**	**2028**
2029			**$375,000**		**$500,000**	**$875,000**	**2029**
2030			**$375,000**		**$500,000**	**$875,000**	**2030**
2031			**$375,000**		**$500,000**	**$875,000**	**2031**
2032			**$375,000**		**$500,000**	**$875,000**	**2032**
2033			**$375,000**		**$500,000**	**$875,000**	**2033**
2034			**$375,000**		**$500,000**	**$875,000**	**2034**
2035			**$375,000**		**$500,000**	**$875,000**	**2035**
2036			**$375,000**		**$500,000**	**$875,000**	**2036**
2037			**$375,000**		**$500,000**	**$875,000**	**2037**
2038			**$375,000**		**$500,000**	**$875,000**	**2038**
2039			**$375,000**		**$500,000**	**$875,000**	**2039**
2040					**$500,000**	**$500,000**	**2040**
2041					**$500,000**	**$500,000**	**2041**
2042					**$500,000**	**$500,000**	**2042**
2043					**$500,000**	**$500,000**	**2043**
2044							**2044**
TOTAL COSTS '07-'39	**$1,035,273**	**$7,058,000**	**$7,500,000**	**$500,000**	**$0**	**$8,593,273**	
			4,500,000		8,000,000		

2025-27 BIENNIAL BUDGET DECISION PACKAGE

Agency: County Road Administration Board 4060

DP code/title: County Local Road Grant Program

Budget period: 2025 - 2027

Budget level: PL

Agency RecSum text: The funding to stand-up the new county local road grant program established by ESSB 5801 during the 2025 legislative session and codified as Chapter 36.170 RCW.

Fiscal detail

Operating Expenditures	FY 2026	FY 2027	FY 2028	FY 2029
Fund 26P		$2,266,514	$10,732,014	$10,732,014
Total Expenditures		$2,266,514	$10,732,014	$10,732,014
Biennial Totals	$2,266,514		$21,464,028	
Staffing	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
FTEs	0	1	1	1
Average Annual	**0.5**		**1**	
Object of Expenditure	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Obj. A		$149,724	$149,724	$149,724
Obj. B		$36,790	$36,790	$36,790
Obj. E		$60,000	$11,000	$11,000
Obj. G		$10,000	$20,000	$20,000
Obj. J		$10,000		
Obj. N		$2,000,000	$10,514,500	$10,514,500
Revenue	**FY 2026**	**FY 2027**	**FY 2028**	**FY 2029**
Total Revenue				
Biennial Totals				

Package description

This decision package is to request funding to stand-up the new county local road grant program established by ESSB 5801 during the 2025 legislative session. The 2025 conference agreement has funding beginning in the 27-29 biennium for the new grant program. The County Road Administration Board is requesting funding in the 25-27 biennium to stand-up the program and ensure that counties have projects ready for construction in the 27-29 biennium. To accomplish this, funding is requested for the following:

- Hiring a grant program administrator - $216,514 annually
- Travel - $10,000 annually
- Purchase of computer, office furniture, etc. for new position - $10,000 one-time expense
- Update our existing grant management software for the new program - $60,000 with annual cost of $11,000
- $2,000,000 to reimburse counties for the design costs of preparing projects for construction in the 27-29 biennium

To ensure the program has projects approved to expend the appropriated funds, Agency work must commence in the 25-27 biennium. Work activities required to commence in the 25-27 biennium include:

- Creation of rules for the administration and management of the grant program
- Project application and project scoring criteria development
- Call for projects and time for counties to develop project applications
- Project evaluation and ranking by CRAB
- CRAB Board project list approval and Agency/County contract development
- County time for preparation of plans, specs, and estimate for projects to commence in the 27-29 biennium

The initial budget request used for the creation of the program proposed a phased-in approach to developing the program recognizing that it takes time to establish a new grant program and for selected projects to be designed and then constructed. The hiring of a program manager is vital to the success of the phased-in approach and to the program being able to meet the Legislature's target of expending approximately $21 million on projects in the 27-29 biennium and succeeding biennia.

Questions: Contact Drew Woods at 360.753.5989.

Assumptions and calculations

The following schedule has been used for this budget request:

- FY 27 – Year 1
    - Hire program manager
    - Contract with SmartSimple (Grant management software) to create new grant program within the software suite
    - Complete rule making for program management and project scoring criteria

    - Complete first call for projects and award projects
    - Authorize grant award recipients to commence design and reimburse for those expenses
- FY 28 – Year 2
    - Fund first round of projects for construction. Projects to be constructed in the 27-29 (FY 28 – 29) biennium.
- FY 29 & 30 – Years 3 & 4
    - Engage interested parties to ensure the new program is meeting the needs of their communities.
    - Complete rule making for program management and scoring criteria changes based on interested party engagement.
    - Initiate second call for projects
    - Construction of projects from the first call for projects.

This budget request is based on a phased-in approach recognizing that it takes time to establish a new grant program and for selected projects to be designed and then constructed.

	FY 2027	FY 2028	FY 2029
Wages	$149,724	$149,724	$149,724
Benefits	$36,790	$36,790	$36,790
Grant Management Software	$60,000	$11,000	$11,000
Travel	$10,000	$20,000	$20,000
Office furniture, computer, etc.	$10,000		
Total Operating Costs	$266,514	$217,514	$217,514
Grant Awards	$2,000,000	$10,514,500	$10,514,500
Total Requested Expenditure Authority	**$2,266,514**	**$10,732,014**	**$10,732,014**

Strategic and performance outcomes

CRAB will include program metrics in its annual report as provided in RCW 36.78.070. Program metrics will include projects applied for funding, projects funded, and project status. The report will also include project details such as whether the project is in an overburdened community, the environmental health disparity rank of the project location, and primary reason for the project such as safety, fish barrier removal, or pedestrian improvements.

Other collateral connections

Intergovernmental – All 39 counties

Stakeholder impacts – N/A

Legal or administrative mandates – N/A

Changes from current law – N/A

State workforce impacts – N/A

State facilities impacts – N/A

Puget Sound recovery – N/A

Other supporting materials - None

Information technology (IT) – N/A

2025-27 BIENNIAL BUDGET DECISION PACKAGE

Agency: County Road Administration Board 4060

DP code/title: Bridge Load Rating Grant Program

Budget period: 2025 - 2027

Budget level: PL

Agency RecSum text: The change in funding source for the Agency's grant program to assist counties and cities with the costs associated with obtaining a new federal highway administration load rating for bridges to accommodate legal loads as authorized under RCW 46.44.041.

Fiscal detail

Operating Expenditures	FY 2026	FY 2027	FY 2028	FY 2029
Fund 102	-$1,250,000	-$1,250,000		
Fund 108	$1,250,000	$1,250,000		
Total Expenditures	$0	$0		
Biennial Totals	$0		$0	

Staffing	FY 2026	FY 2027	FY 2028	FY 2029
FTEs				
Average Annual				

Object of Expenditure	FY 2026	FY 2027	FY 2028	FY 2029
Obj. N	$2,000,000	$3,000,000	$1,500,000	

Revenue	FY 2026	FY 2027	FY 2028	FY 2029
Total Revenue				
Biennial Totals				

Package description

This decision package is to request a change in the funding source for the grant program to assist counties and cities with the costs associated with obtaining a new federal highway administration load rating for bridges to accommodate legal loads as authorized under RCW 46.44.041. The 25-27 transportation budget appropriates $2.5 million from the Rural Arterial Trust Account (Fund 102) and $2.5 million from the County Arterial Preservation Account (Fund 186).

Unfortunately, Fund 102 Rural Arterial Trust Account does not have the capacity to fund the authorized expenditure. Based on the fund balance at the beginning of the 25-27 biennium, estimated revenues for the 25-27 biennium, and appropriated operating and capital expenditures, there are insufficient funds to accommodate the $2.5 million in load rating grant reimbursements.

The Agency requests that either a different funding source is approved or the expenditure authority for the grant program be reduced by the $2.5 million in RATA funds.

The text below in italics is from the decision package submitted for the 2025 legislative session. It is included to provide context for the need of the load rating grant program.

This decision package is requested to assist counties (and cities if desired) with meeting the requirements of new Federal Highway Administration (FHWA) bridge load rating requirements. A bridge load rating is an engineering evaluation to determine whether a bridge can safely carry a specific weight with a specific axle spacing. All bridges that meet the requirements of the National Bridge Inspection Standards (NBIS) are required to have load ratings for ten national standard truck configurations.

In May 2022, FHWA issued a major update to the national bridge inspection standards titled the Specifications for a National Bridge Inventory (SNBI). Among the many changes, one specific change has a significant financial impact to counties (and cities). Section 5 of the SNBI requires that bridges be load rated for all legal load configurations established by AASHTO, FHWA, the State transportation department, federal agency, or Tribal government. Previously, only the legal load configurations established by AASHTO were required to be evaluated. In Washington state, the legal load configurations established by the state transportation department (WSDOT) are defined in RCW 46.44.041.

RCW 46.44.041 allows for trucks to operate on Washington roads up to 105,500 pounds. Because this legal weight and axle configuration is Washington specific, FHWA is mandating that all state, county, and city bridges that carry vehicles be load rated for the 105,500 load. These load ratings must be completed and reported to FHWA no later than March 2028. To meet this due date, WSDOT is requiring that the load ratings be completed by December 2027 for reporting in March 2028. In August 2024, WSDOT and FHWA agreed on a method to determine whether a bridge requires a load rating for the 105,500 load or if existing load ratings demonstrate the bridge is capable of carrying the 105,500 load without restriction. A preliminary review of all county and city bridges using the WSDOT/FHWA method yields the following results:

<u>County Numbers:</u>

Number of Bridges	***3,426***

Bridges that don't need a 105,500 load rating (Using WSDOT/FHWA method)	***2,901***
Bridges that need a 105,500 load rating	***525***
Number of Counties Affected	***35***
Estimated Cost @ $10,000 per Load Rating	***$5,250,000***

City Numbers:

Number of Bridges	***855***
Bridges that don't need a 105,500 load rating (Using WSDOT/FHWA method)	***735***
Bridges that need a 105,500 load rating	***120***
Number of Cities and Towns Affected	***60***
Estimated Cost @ $10,000 per Load Rating	***$1,200,000***

This is a significant, unanticipated, and unfunded mandate for the counties and cities. These entities are being informed of this new requirement in October of 2024 and must have this work completed by December of 2027. To fund this work, these counties and cities can use local funds, which would be a significant impact to budgets and lead to other important work like maintenance and construction being deferred. Local agencies can use federal Surface Transportation Block Grant or National Highway Preservation Program funds as well. However, those funds have already been allotted or obligated to construction projects. Additionally, if a county or city belong to a Metropolitan Planning Organization (MPO) or Transportation Management Area (TMA), they do not control those funds. A number of counties and cities may not have the resources available to do the load rating, or may choose to not do the load rating because it would adversely impact their maintenance, preservation, or capital programs.

It is critical that counties and cities receive financial assistance with this unfunded mandate to ensure that the work is completed by the FHWA due date. The timeline to accomplish these load ratings is tight and local agencies likely do not have the budget capacity. If the counties and cities cannot complete these load ratings by December 2027, then the entire State of Washington will be out of compliance with the FHWA load rating requirements, not solely counties and cities. While the goal would be to work with FHWA on a plan to bring the State into compliance, FHWA could potentially take action as severe as the withholding of federal-aid authorizations until Washington is in compliance[1].

Questions: Contact Drew Woods at 360.753.5989.

Assumptions and calculations

[1] FHWA Memorandum dated June 13, 2011 Titled "Bridge Inspection Program Responsibility of the States" from King W. Gee – Associate Administrator for Infrastructure

Because of cash flow concerns in the current biennium, CRAB has notified counties that there may be delays in grant reimbursements.

The following amounts are being used to determine the capacity of Fund 102 – Rural Arterial Trust Account to provide funding for this grant program:

• Beginning Fund Balance as of July 1, 2026	$8,830,779
• MVFT Proceeds	$35,276,800
• Electric Vehicle License Renewal Fees	$7,675,700
• Fund 108 Transfer	$4,844,000
• Total Revenue Available	$56,627,279

Anticipated 25-27 revenues are from the June 2026 transportation revenue forecast.

• 25-27 Approved Capital Appropriation	$51,573,000
• 25-27 Approved Operating Appropriation	$1,559,000
• Total Appropriation	$53,132,000

Based on anticipated available funds and approved appropriations (minus $2.5 million for the load rating grant), the fund balance at the end of the 25-27 biennium is forecast to be $3,495,279. Based on cash flow needs for grant reimbursements, Small Agency Financial Services (SAFS) recommends that the fund balance be at least $5,000,000 at the end of a fiscal year. This is due to grant reimbursements in the first half of the fiscal year being more than incoming revenues.

The text below in italics is from the decision package submitted for the 2025 legislative session. It is included to provide context for the need of the load rating grant program.

If approved, grant funding will be available July 1, 2025. CRAB will work with the affected counties and cities to:

1. *Review each jurisdictions bridge inventory and get concurrence with the agency on the list of bridges needing a WA-105 load rating.*
2. *Assist the local agencies with obtaining consultant services to complete the load rating as soon as possible.*
3. *Reimburse the local agency for the consultant services.*

CRAB's goal will be to streamline the process as much as possible and limit the financial impact to the State and to local agencies.

CRAB is not requesting additional staff to accomplish this one-time grant program. CRAB will utilize existing engineering staff to accomplish the grant administration.

Strategic and performance outcomes

CRAB will provide OFM, Legislative staff, and WSDOT Local Programs program updates on a frequency requested by the entities.

Other collateral connections

Intergovernmental – 35 counties and 60 cities and towns

Stakeholder impacts – N/A

Legal or administrative mandates – N/A

Changes from current law – N/A

State workforce impacts – N/A

State facilities impacts – N/A

Puget Sound recovery – N/A

Other supporting materials - None

Information technology (IT) – N/A

Engineering Division Board Report

Fall 2025 Meeting

Report Period: July 26, 2025 to October 17, 2025

Engineering Staff Highlights:

Deputy Director – Drew Woods, P.E.

This has been another busy quarter full of interactions with counties and our fellow state agencies. As you will see in your Board packet, we submitted 3 budget requests for the 2026 supplemental budget. All three requests focus on areas to modify or clarify CRAB items in the 2025-27 budget. I have also been working with the Economic Revenue Forecast Council as they continue the process of refining the transportation revenue forecast from WSDOT. As a result of changes made by the State Treasurer following the Puget Sound Ferry Operations Account transfer issue, additional items were discovered in the transportation revenue forecast that needed to be changed. One of the largest being a significant increase in the forecasted CAPRON reimbursement to the island counties. The previous forecast included forecast MVFT reimbursement but did not include the reimbursement of vehicle registration fees.

On August 5th, Jane, Steve, Jacque, and I went to Thurston County to recognize Marcus Storvick as the 2025 Project Manager of the Year for his work on the Green Cove Culvert Replacement project. This project replaced a failing 5ft diameter culvert with a 150ft long single span bridge. It is always great to present these awards with the Board of County Commissioners and the award recipient's family and coworkers.

In late September, Jane, Axel, and I made the trip to the southeast corner of the state to meet two new county engineers – Josh Malkin at Asotin County and Joel Dickerson at Walla Walla County. They both have a lot of positive energy and lots of questions as they continue to learn the job and how to maximize the benefit to their counties.

On October 1st, we welcomed Todd O'Brien to CRAB. This is an exciting hire as Todd brings his 35+ years of experience from Adams County to help all 39 counties. We have been focused on the new grant program and new employee training. Soon he will start work on the load rating grant program and the MVFT allocation factor study.

County Compliance, Support, and Training Manager – Derek Pohle, P.E.

I am wrapping up a project involving BARS activity coding and end-of-the-year financial reporting. We have noticed over the last few years that counties are reporting increasingly higher Admin expenditures as compared to Operations, Maintenance, and Construction. That generally never looks good to outside observers. 20+/- years ago, CRAB undertook a similar project to help counties make sure they were coding expenditures correctly to BARS 543 and 544. It was time to do that again, so we chose 4 counties, 2 westside and 2 eastside, to review expenditures and use that information, along with the SAO BARS coding instructions, to come up with some guidance to the counties and possibly request added language to the SAO BARS instructions. We requested comments from SAO on our draft white paper and are working through their comments.

Over the last few years, we have noticed a couple of compliance issues becoming more prevalent; public works directors being formulaically funded by the road fund, and road maintenance and operations not being clearly under the command and control of the County Engineer as per statute.

I continued to work closely with Donna Quach in IT to update the CARS compliance reporting forms. Improvement is an ongoing process as we work with the new SmartSimple system, getting better acquainted with its capabilities and limitations. We have implemented online support hours for the run-up to the December CARS reporting deadline.

On a general compliance note, there are currently 4 counties, Grant, Ferry, Pacific, and Wahkiakum who technically are ineligible to administer their own Federal funds. These counties do not have a full-time licensed county engineer on staff as required by the LAG Manual/CA agreement between the certified local agencies, WSDOT, and FHWA. It is worth noting, CA status is voluntary.

I have had several meetings with counties on various compliance topics, preliminary and final budget philosophy and process, annual road program (ACP, Maintenance plan, Equipment plan), reporting, extended leave of CE. The required end-of-September CLCF status notice went out to the counties.

Grants Programs Manager – Steve Johnson, P.E.

SmartSimple was finally able to update the programming in RAP Online to fix the glitch between the reimbursement schedule and the project vouchers. This fix will save time and reduce confusion when counties prepare vouchers, and as I update the statewide reimbursement schedule and cashflow spreadsheets.

September’s transportation forecast was published and shows the MVFT revenue declining over the next several years. The EV Fee portion directed to RATA remains high, but unchanged.

The RATA balance remains low, and I have been communicating with counties and updating the reimbursement schedule as we begin Q4 of 2025. Actual reimbursements are lower than the reimbursement schedule projected (as typical) however the balance projection continues to show more potential demand than revenue in the near term.

Grant and Special Projects Manager – Todd O’Brien, P.E.

During my first two weeks with the CRAB Board, beginning October 1, 2025, I completed onboarding in Olympia, where I spent the first two days meeting with both the engineering and administrative teams. I also participated in online training sessions with HR, IT and in-house programs, which helped me get familiar with CRAB’s systems, policies, and technological tools.

Since onboarding, I have focused on the development of Washington Administrative Codes (WACs) for the County Local Road Program. My approach has been to create a simple, familiar, and flexible process that the Board can adapt as needed to meet future policy or funding. I've begun working with others to review the proposed WACs to ensure that they align both with statutory requirements and County needs. The goal has been to balance regulatory clarity with flexibility while preserving the Board's discretion to evolve the program over time.

Road Systems Manager – Mike Clark

This past quarter I have been collaborating with Bree Norlander, WSDOT staff and the counties on updating their Federal Function Class routes (based on the Urban Boundary Area changes) and Truck Route updates (WAC 136-60). Thank you to all the County Road Log Managers and Traffic Engineers for working extra hard to make these updates in their Road Logs.

This past month I have been working with James Rea on several projects including refining our Minimum Tolerable Conditions reports for each county. This should provide more resources for the counties to help with priority arrays and systemic safety planning tools.

In addition Eric and I have been reconfiguring the Pavement Management Module within VUEWorks so the counties can apply different decision trees & deterioration curves to assist them with their preservation programs and budget forecasting. Both Douglas and Chelan Counties have been our willing participants and look forward to seeing them use this module.

Last month I held 2 Pavement Rating training courses in Eastern Washington. As always, I appreciate the staff perspective & field expertise. They were fast learners and provided some great feedback. The counties who participated include Asotin, Ferry, Garfield, Lincoln, Okanagan, Pend Oreille, and Whitman Counties – Thank you all!

Data Quality Assurance & Analysis Manager – Bree Norlander

I am continuing work on the DataHub project, in collaboration with IT staff, to build a data pipeline that draws data from our SmartSimple system into our SQL database. I also continue to track the county-entered data that is required for FHWA's MIRE Fundamental Data Elements (FDEs). We are aiming to have a complete dataset of those elements by summer of 2026 (the federal reporting due date is September 30, 2026). I presented details about MIRE FDEs to the counties at the GIS-Mo conference in September.

I completed a data analysis project for our Annual Report about the change in collision rates before and after a RAP project. I found that over all statewide RAP projects that were advertised between 2013 and 2020, there was a 23.93% reduction in Collisions Per Hundred Million Vehicle Miles Traveled comparing a 3-year period before the project began with a 3-year period after the project concluded.

I have also continued to support Mike Clark as he educates counties and audits data relating to the requirement to provide up-to-date truck counts and ADTs for all T1 and T2 road segments. I built a PowerBI reporting tool that allows Mike to download an Excel spreadsheet that he can share with counties to report on their progress towards this goal.

County Engineer Appointments:

- None this reporting period.

County Engineer Vacancy Status (WAC 136-012):

County	Effective Date	Original Six-Month Expiration	Six-Month Extension	Notes
Pacific	Sept. 15, 2023	Mar. 15, 2024	October24, 2025	Jennifer Oatfield and Richard Drake appointed Acting CE team
Kittitas	August 29, 2025			Josh Fredrickson appointed as interim
Grant	April 1, 2025	Oct. 1, 2025	April 1, 2026	Dave Bren resigned, via interlocal serving as interim CE

County Audit Reviews:

	Number	Findings	Management Letters	County Road or ER&R	CRAB Follow-Up Needed
Financial	28	4	6	3 management letters	No
Accountability	3	0	0	0	No
Fraud	0	0	0	0	No
Performance	0	0	0	0	No

- Kitsap – GASB 34
- Columbia – GASB 34
- Ferry – Financial info mis-categorized, accounts over/under stated

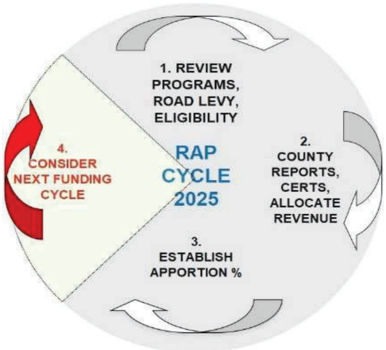
County Visits, Activities, and Training – Engineering Team:

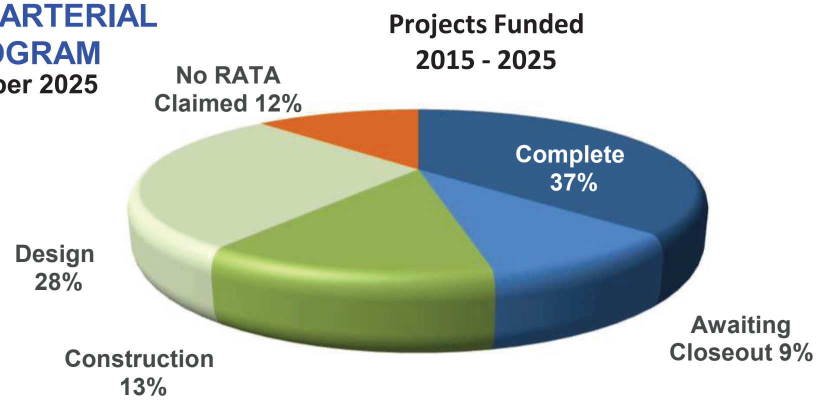
- On August 5th Jane, Steve, Jacque, and Drew presented the Project Manager of the Year award in Thurston County
- On August 19th, Mike provided pavement management training in Garfield County
- The week of September 22nd, Mike and Bree attended and presented at the GIS-Mo conference in Ellensburg

- The week of September 22nd, Jane and Drew attended the GIS-Mo conference and made county visits to Asotin and Walla Walla counties
- On October 9th, Mike attended the Puget Sound Regional Road Maintenance Forum

RAP Program Status:

RURAL ARTERIAL PROGRAM
October 2025





PROJECT STATUS:

Billing Phase	'83-'13	'13-'15	'15-'17	'17-'19	'19-'21	'21-'23	'23-'25	Current Biennium '25-'27	TOTAL
Completed	**1043**	**48**	**34**	**27**	**14**	**4**	**1**		1171
Awaiting Closeout	**1**	**2**	**5**	**4**	**7**	**3**	**1**		23
Some RATA paid			**2**	**8**	**19**	**18**	**40**	**1**	88
No RATA Paid					**2**		**2**	**22**	26
TOTAL	1044	50	41	39	42	25	44	23	1308

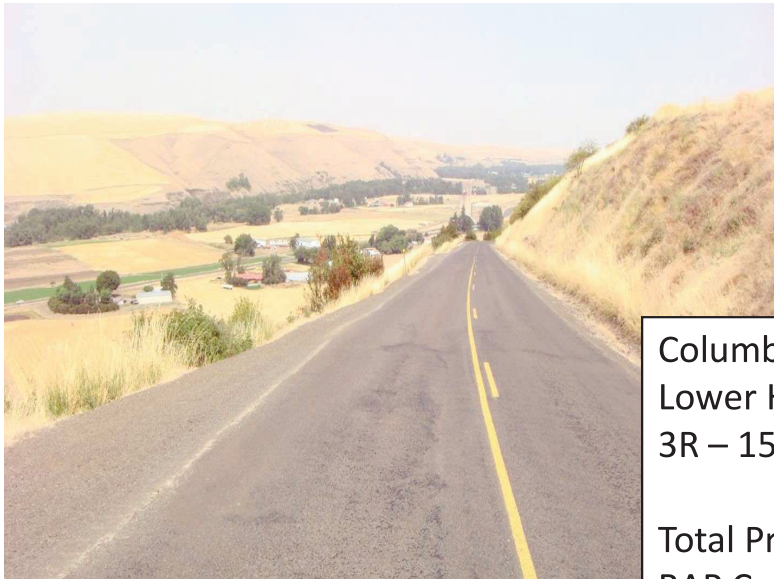
FUND STATUS:

Anticipated Revenue to end of '25 - '27 Biennium:	
Fuel tax receipts and interest through June, 2025	735,385,776
Estimated fuel tax, int, Elect Vehicle overages and **MVA Transfers** July '25 thru June '27	47,727,600
Total estimated revenue	**783,113,376**
RAP Expenditures to date:	
To Completed Projects	645,426,843
To Projects in Design or Under Construction	73,352,868
Administration	15,909,188
Total RATA spent	**734,688,899**
RAP Obligations:	
RATA Balance on Active Projects	152,242,478
RATA $ yet to allocate to Partially funded projects -	32,392,856
Requests for reimbursement - pending	57,648
Estimated remaining administration through 2025- 2027 biennium	1,438,606
Total RATA obligated	**186,131,588**

QTR 3 - 2025 RATA ACTIVITY:

REVENUE MONTH	BEGINNING BALANCE	MVFT REVENUE	INTEREST + Cash Rcpts	PROJECT PAYMENTS	#	ADMIN CHARGES	ENDING BALANCE
July	$8,091,148.35	$986,244.37	$18,451.23	(904,404.68)	12	(55,655.48)	$8,135,783.79
August	$8,135,783.79	$2,233,513.30	$28,622.89	(1,227,599.96)	15	(57,681.00)	$9,112,639.02
September	$9,112,639.02	$4,260,664.89	$14,393.61	(2,456,490.85)	29	(63,057.23)	$10,868,149.44
TOTALS:		$7,480,422.56	$61,467.73	(4,588,495.49)	56	(176,393.71)	

Completed Projects:

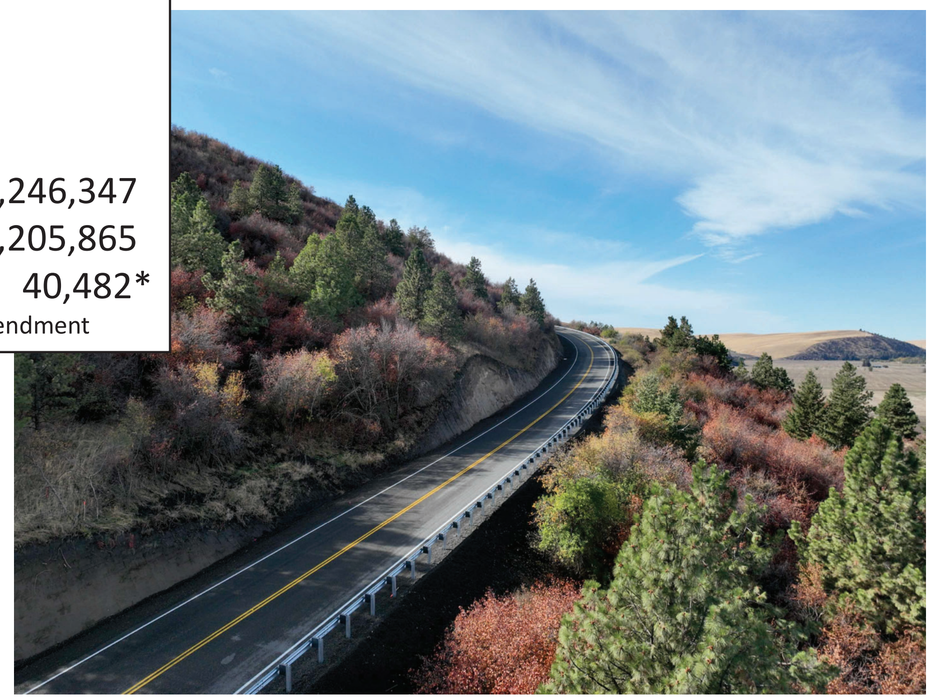


Lower Hogeye Road was converted from gravel to BST many years ago. The road was no longer able to safely or structurally accommodate the heavy and wide farm equipment and trucks. There have been many complaints from the public.

The existing road was a 19.5' BST surfaced road with poor pavement condition and safety issues related to steep roadside slopes, and roadside hazards which needed to be upgraded to accommodate the larger and heavier traffic using the road.

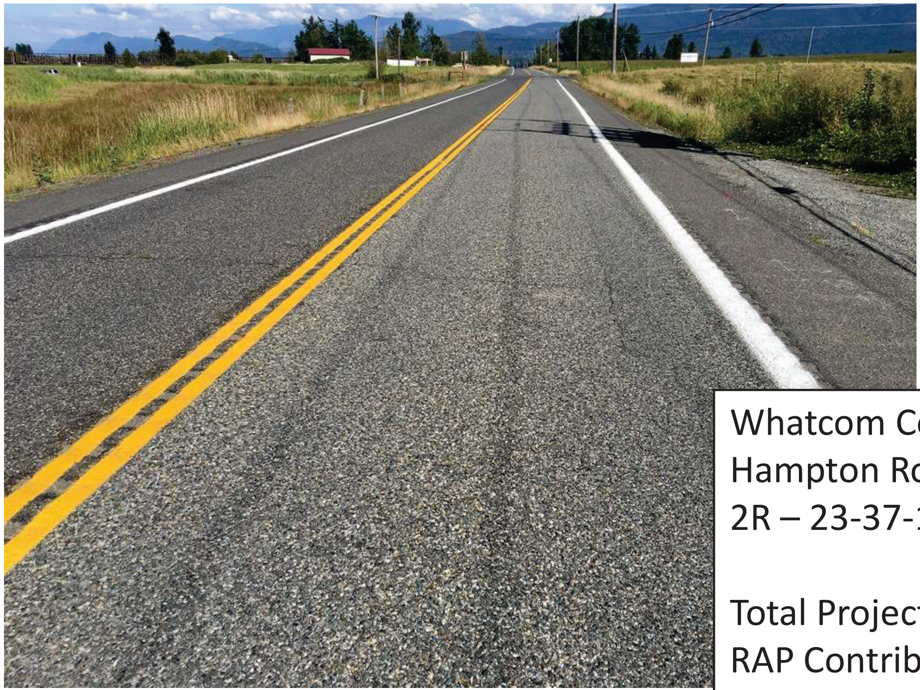
Columbia County
Lower Hogeye Road
3R – 15-7-1039

Total Project Cost: $3,246,347
RAP Contribution: $3,205,865
Local Contribution: $ 40,482*
*received Match Adjustment Amendment



This was a 3R project (Resurface/Restoration/Rehabilitation).

The existing roadway was reconstructed and widened to a 28-foot-wide all-weather road capable of accommodating the much larger farming equipment. Also, major safety improvements were constructed/implemented such as slope flattening, guardrail, striping, delineation and hazard elimination and significant improvement to roadway drainage was completed including the upgrade to an existing livestock/cattle pass. The project has had nothing but good comments and feedback from the public.



Hampton Road is a high volume rural major collector T3 freight haul route with relatively high collision history. The 4.65 mile segment is southeast of City of Lynden and acts as a critical east-west link to Lynden from rural communities as well as the cities of Nooksack and Everson

In addition to the improvement of the roadway structure through both inlay and overlay of rutted, cracked, and distressed pavement, the project improved safety along the corridor by updating all signs, updating striping, replacing pavement markers, and refreshing rumble strips.

Whatcom County
Hampton Road
2R – 23-37-1242

Total Project Cost: $2,307,741
RAP Contribution: $1,980,000
Local Contribution: $ 327,741*
*received Match Adjustment Amendment

This was a 3R project (Resurface/Restoration).

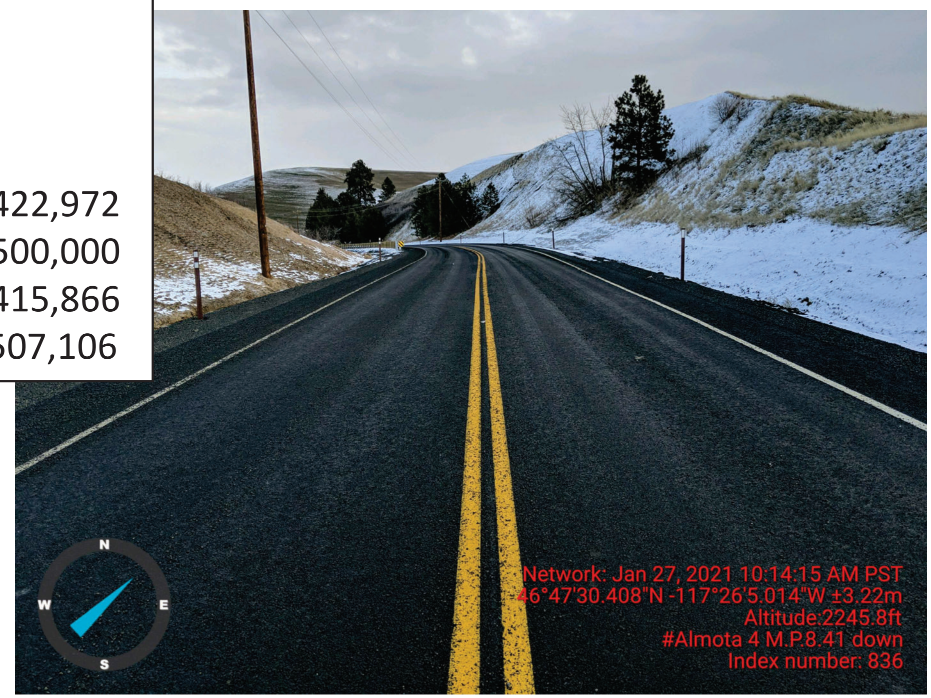
The project was completed by Granite Construction in summer 2024. The project was completed within schedule and with only one change order. The final product was a far smoother roadway with updated striping and signing, a large improvement to safety in addition to the structural improvements to the roadway.

As a Rural Major Collector, classified as T3, T4 and T5 freight haul route, Almota Road provides farm to market transport, leading to a port on the Snake River

The existing road was narrow with no shoulders, deteriorating pavement and poor site distance on vertical and horizontal curves. These poor features resulted in safety conflicts for trucks and cars using the road.

Whitman County
Almota Road 4
3R – 11-38-1259

Total Project Cost:	$7,422,972
RAP Contribution:	$2,500,000
Fed Contribution:	$4,415,866
Local Contribution:	$ 507,106



This was a 3R project (Resurface/Restoration/Rehabilitation).

The project widened the road, improved drainage, and enhanced safety by smoothing out hazardous curves. The road was resurfaced and guardrail was added at key locations.

Staff Project Actions Taken:

(None this reporting period)

Previous Board Actions Update:

I. Updates on previous Board actions - Projects

- **Asotin County – Snake River Road project termination and waiver of payback**
  Asotin County requested to withdraw the Snake River Road project and waive the payback of RATA funds expended to the project. At the April 29, 2021 CRABoard meeting, the request to withdraw was approved, including the waiver of payback of RATA funds – with the condition that Asotin County obtain additional funding and bring all phases of the project to construction no later than December 31, 2025 (with an extension to April 2030 possible, if the County demonstrates progress). The expended $1,122,461.87 RATA funds shall be paid back if these conditions are not met.
  - Asotin County received RATA funding in our '23-'25 cycle, aiming to construct Phase 1 – a portion of the original project. They have been approved on the 2023 STIP for the MPO to request additional federal funding to supplement potential CRAB funding. This entire project length will be conducted in four phases, scheduled to be completed within the timeline established in the waiver of payback agreement.
  - Phase 1 work is continuing, the County is meeting regularly with their consultant and State agencies to keep the project moving toward construction.
  - The County was awarded a contract for Section 2 of the project in the current '25-'27 RAP cycle, for partial funding. The remaining funding is likely to accrue during the '27-'29 RAP cycle.
  - Asotin County is requesting a waiver of payback extension to April 2027 at the October 2025 Board meeting.

- **Skagit County's Francis Road extension**
  Skagit County requested another 2-year construction extension for the Francis Road (Segment 1) project due to delays in ROW acquisition, utility relocations, pandemic related issues, and significantly increased costs. Additionally, this project was required to reassess NEPA approvals due to the new ESA stormwater policy that went into effect in March 2024. While the project has made progress, more time is needed. At the January 30, 2025 CRABoard meeting, the extension request was approved, setting the construction lapse date to April 16, 2027.
  - Skagit County has federalized the Right-Of-Way phase of the project, all ten Temporary Construction Easements have been secured, and the Right-Of-Way Plan has been approved by WSDOT's Local Programs office.
  - The County submitted a HSIP grant and received $1.75m in construction funding to be administered through WSDOT's Local Programs office.
  - WSDOT revisited all NEPA approvals that were approved prior to July 1, 2022, to verify that all such projects meet an ESA stormwater policy that went into effect in May 2024. This project will need an updated NEPA, which is now expected to delay the project's construction, possibly substantially.
  - The County is preparing several other funding strategies to support construction of this project, including Economic Development funding, STBG funding, and the use of CAPP funding for eligible portions of construction. If these strategies are successful along with timely preparation and approval of

revised NEPA documentation, construction will occur during the summer of 2026.
  - The County is reviewing its Consultant's updated NEPA documentation and expects to submit to the USACE and WSDOT Local Programs in February. The expectation as to the timeline for approval is approximately 12 months.
  - Due to the lengthy NEPA re-approval process, Skagit County was granted another Construction Lapse Extension to April 2027.

- **Okanogan County's Cameron Lake Road project withdrawal and waiver of payback**

  Okanogan County requested to withdraw the Cameron Lake Road project and waive the payback of RATA funds expended to the project. The withdrawal is based on inability to secure necessary Right-Of-Way from the neighboring Colville Confederated Tribes (CCT). At the October 24, 2024 CRABoard meeting, the request to withdraw was approved, including the waiver of payback of RATA funds – with the condition that Okanogan County continue coordinating with the CCT, and re-apply for funding no later than the '29-'31 biennium RAP call for projects.
  - Okanogan County is on track to re-apply no later than the '29-'31 biennium.

- **Whitman County's Hume Road extension**

  Whitman County requested a 2-year construction extension for the Hume Road project due to delays resulting from loss of key employees, prioritization of other projects, and significant delays with wetland consultants. Relating to the wetland mitigation and ROW acquisition needs, the county will need additional time. At the January 30, 2025 CRABoard meeting, the extension request was approved, setting the construction lapse date to April 27, 2027.
  - Whitman County has completed ROW, and expects WSDOT ROW Certification shortly.
  - Design is complete, and the County is assembling PS&E and funding documents for WSDOT review.
  - Whitman County received federal construction authorization for Hume Road in September 2025 and expects to advertise soon.

- **Benton County's Hanks Road Phase 1 extension**

  Benton County requested a 2-year construction extension for the Hanks Road project due to delays resulting from a neighboring orchard owner's concern that raising the road may damage the adjacent fruit trees and grapes. The county's civil deputy prosecutor recommended seeking expert consultation to resolve the concern, which will require additional time. At the January 30, 2025 CRABoard meeting, the extension request was approved, setting the construction lapse date to April 27, 2027.
  - Benton County is on track to bring the project to construction by April 2027.

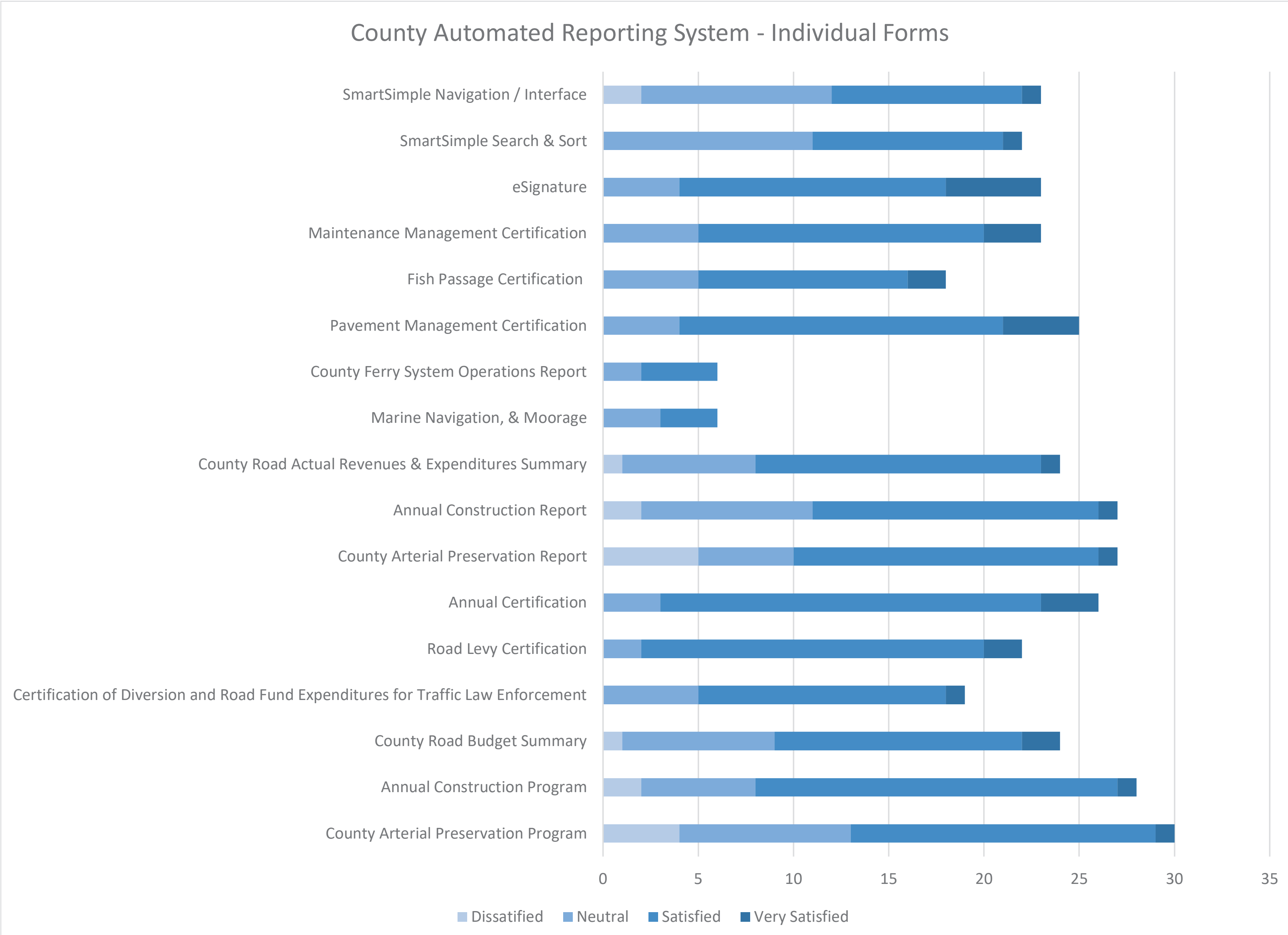
- **Wahkiakum County's East Valley Road extension**

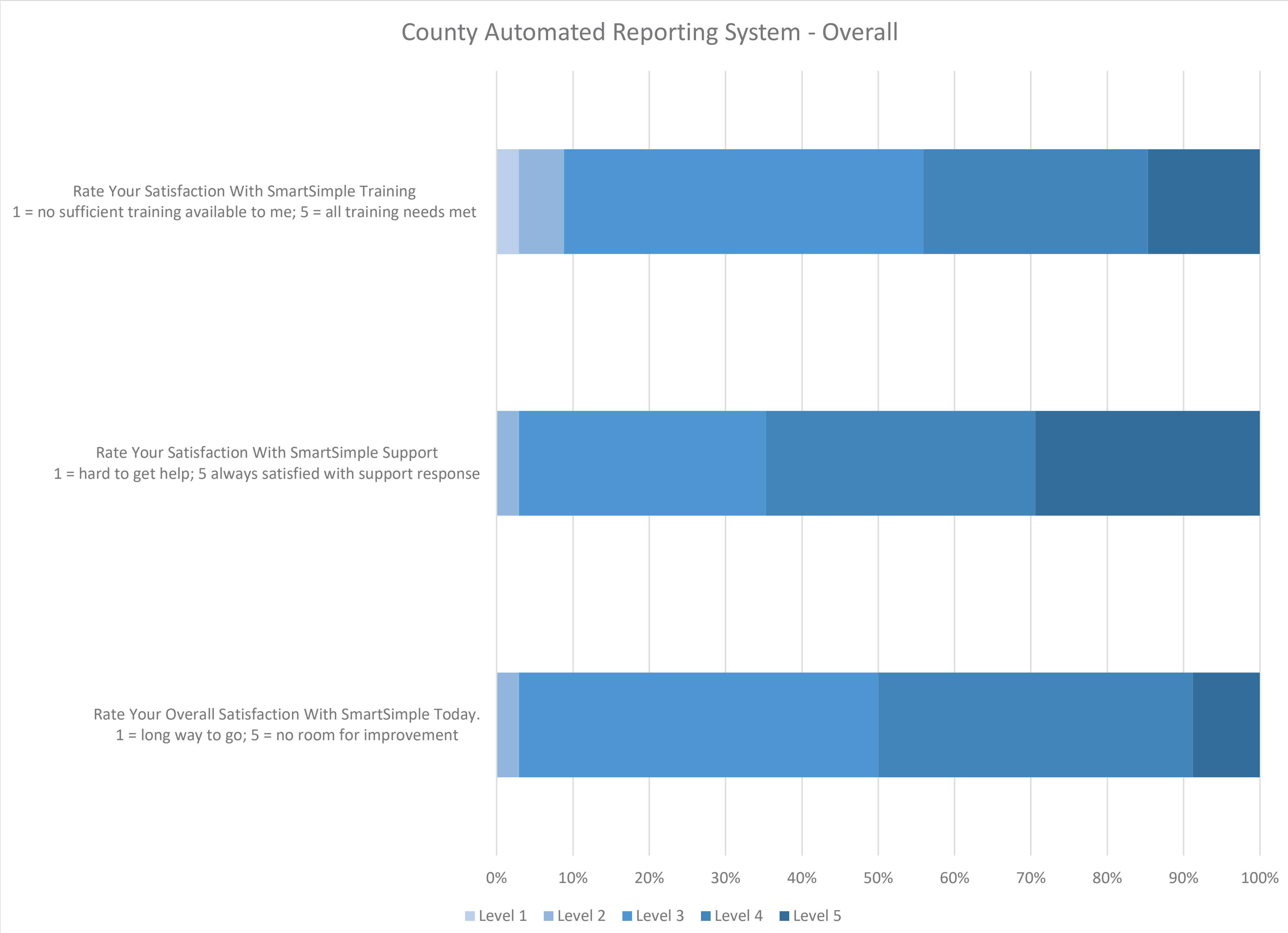
  Wahkiakum County requested a 2-year construction extension for the East Valley Road project due to delays resulting from loss of key employees, and multiple site complications including the adjacent Skamokawa Creek, a rock face opposite the creek, a historic bridge at the intersection, and a historic building also adjacent. While the design consultant is working through these constraints, the county will need additional time. At the January 30, 2025 CRABoard meeting, the extension request was approved, setting the construction lapse date to April 27, 2027.
    - Wahkiakum County is updating the design, and intends to bid this fall, with construction beginning in the spring, and paving in the summer 2026.

II. Updates on previous Board actions – Emergency Loan Projects

- **Wahkiakum County** requested a loan in December 2024. The County experienced a significant storm event in 2021, with damages to Salmon Creek Road. The storm event was declared an emergency at the time, and the County proceeded to repair the road and washed out culvert. However, the FEMA reimbursements have not yet been approved. The County requested $850,000 to cover the repair costs due to contractors and vendors as they continue working with FEMA.
    - The ELP contract for $850,000 was signed December 10, 2024, and the ELP funds were transferred to the county.
    - The first billing will be at the 6-month mark (July 2025).
    - The full loan repayment is due by January 2027.
    - Wahkiakum County sent in a payment of $450,000 received April 2, 2025, reducing the loan amount to $400,000 remaining.
    - The remaining amount was not paid off at the 6-month mark, therefore interest will begin to accrue (based on the $400,000 amount).
    - Current balance is $408,000.

Current ELP account balance is $2,932,372.79


County Automated Reporting System - Individual Forms
SmartSimple Navigation / Interface
SmartSimple Search & Sort
eSignature
Maintenance Management Certification
Fish Passage Certification
Pavement Management Certification
County Ferry System Operations Report
Marine Navigation, & Moorage
County Road Actual Revenues & Expenditures Summary
Annual Construction Report
County Arterial Preservation Report
Annual Certification
Road Levy Certification
Certification of Diversion and Road Fund Expenditures for Traffic Law Enforcement
County Road Budget Summary
Annual Construction Program
County Arterial Preservation Program
0
5
10
15
20
25
30
35
Dissatisfied
Neutral
Satisfied
Very Satisfied



County Automated Reporting System - Overall
Rate Your Satisfaction With SmartSimple Training
1 = no sufficient training available to me; 5 = all training needs met
Rate Your Satisfaction With SmartSimple Support
1 = hard to get help; 5 always satisfied with support response
Rate Your Overall Satisfaction With SmartSimple Today.
1 = long way to go; 5 = no room for improvement
0%
10%
20%
30%
40%
50%
60%
70%
80%
90%
100%
Level 1
Level 2
Level 3
Level 4
Level 5

CARS User Survey

"Please offer any narrative to help CRAB understand any concerns / improvements / features you'd like to suggest. As specific or general as you wish to be"

- The web page doesn't fit the laptop screen (to large). Window for road info is always to small have to enlarge every time. If more than one page of projects, it only totals each page and not a total of all projects inputted when on multiple pages. Also when you input revenues and then expenditures the old system would tell you when the numbers didn't match. It freezes up randomly and then you lose what you have input.

- We should implement standard templates for all reporting across the state. I have found in my brief time that there are multiple versions of reports our county has used over the years, which have been accepted by CRAB but do not align with the best practices / model templates shown on your website.

- Work codes and mileage / which codes need mileage for tracking etc.

- Old accomplishments report use to have total expenditures, lane miles, etc. for the CAPP eligible items. If can be added back, that would be helpful.

- CAPP and ACP require more data input than when it was spreadsheet based so any ability to down load from our spreadsheet data would make the input faster.

- Information from my staff will be the best barometer, I have asked several staff to be sure and fill out the survey. the stability of the system when submittals are due seems to be the biggest issue for me and a I know Sno Co staff has worked with CRAB staff on their specific concerns. CRAB staff have always been very helpful which is greatly appreciated!

- For reports that take a lot of data entry it would be nice if it auto populated from the previous year.

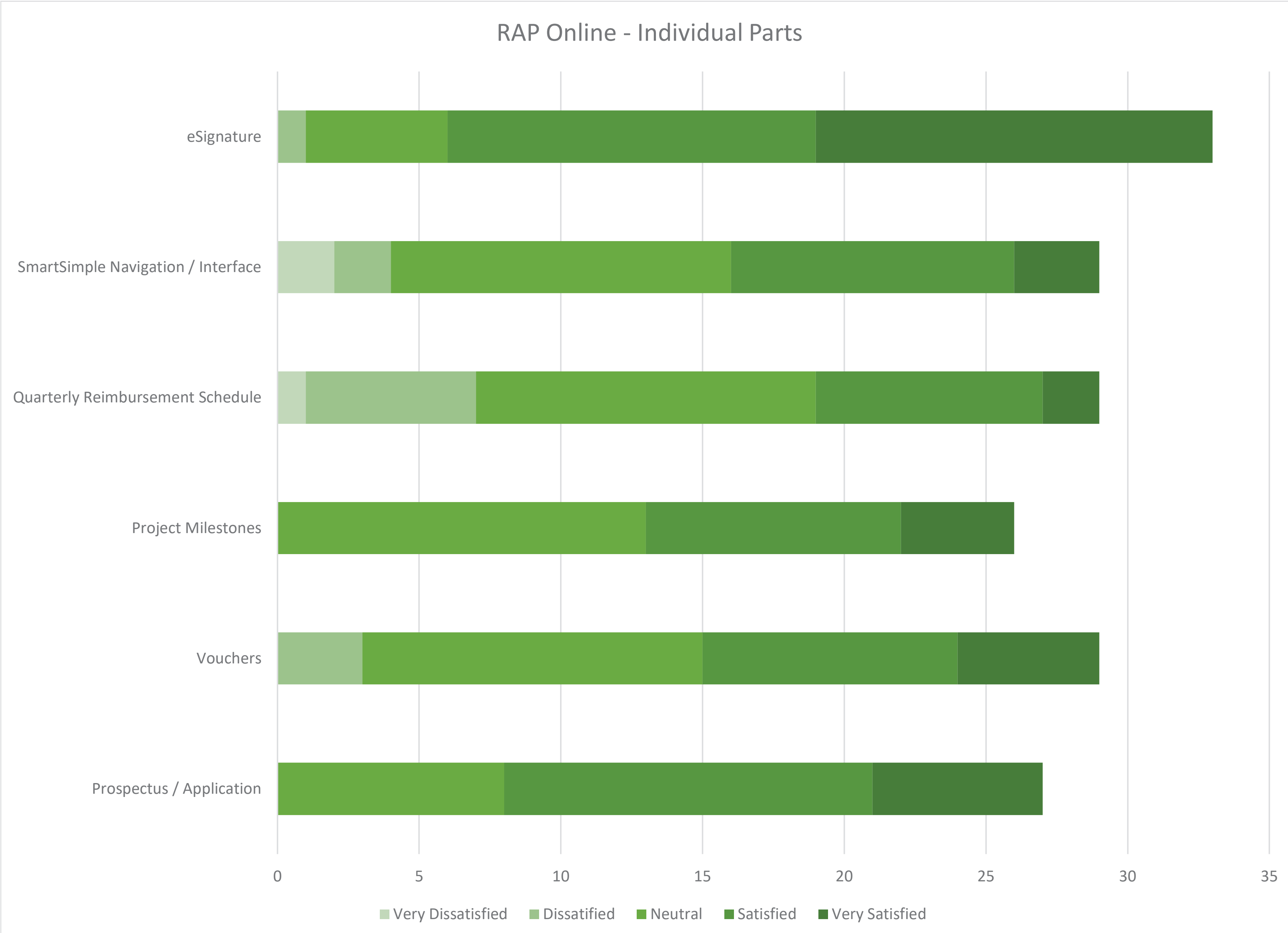
- Would like to see CARS carry over project from previous year, so there is less data entry

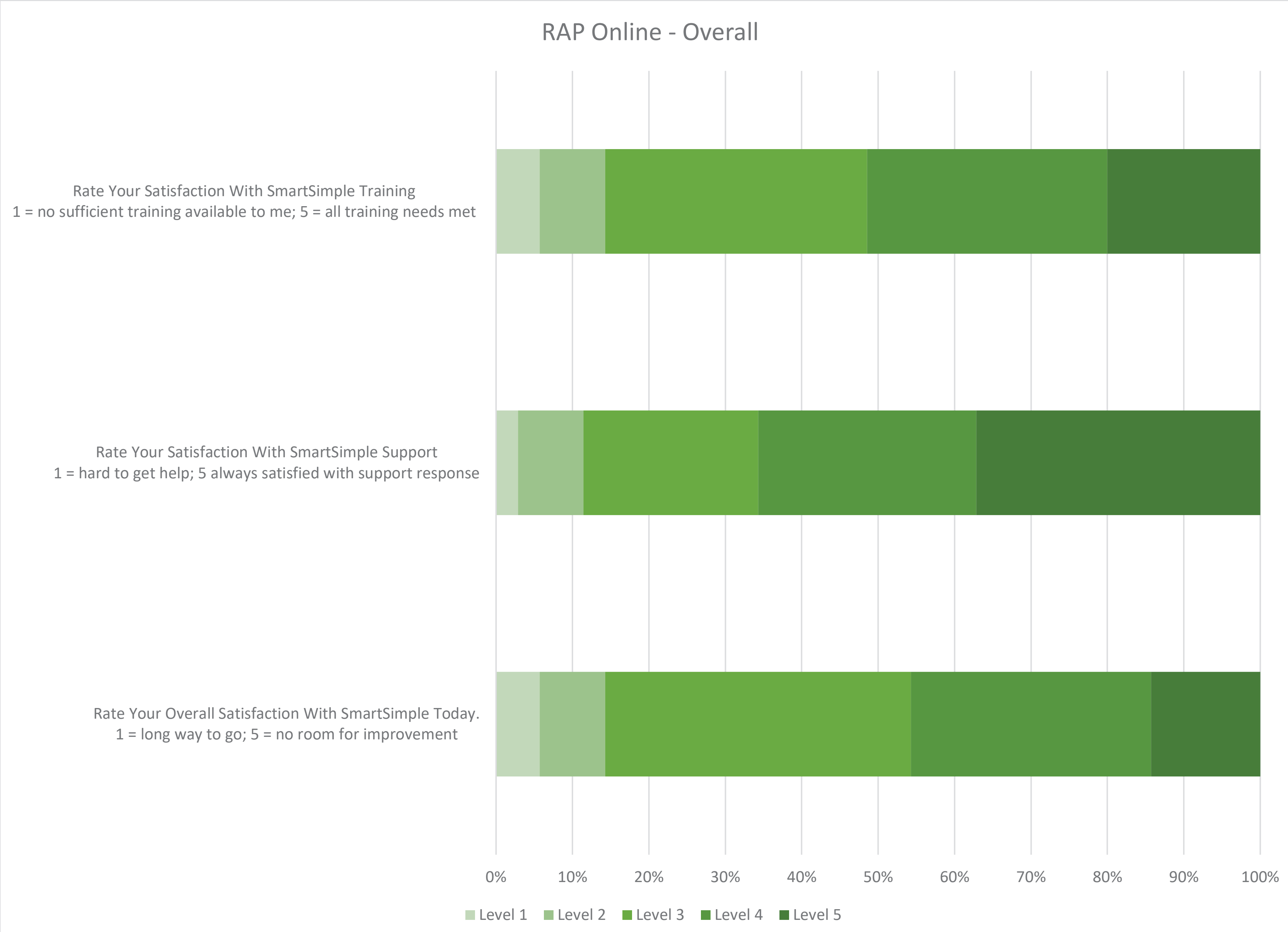
- My answers may change following my end of year or March/April submissions. I haven't been using the system lately so i am guessing.

- There are only minor issues, but all seem to have been resolved or fixed.

“New Training Topic Requests”

- CAPP Report Training


RAP Online - Individual Parts
eSignature
SmartSimple Navigation / Interface
Quarterly Reimbursement Schedule
Project Milestones
Vouchers
Prospectus / Application
0
5
10
15
20
25
30
35
Very Dissatisfied
Dissatisfied
Neutral
Satisfied
Very Satisfied


RAP Online - Overall
Rate Your Satisfaction With SmartSimple Training
1 = no sufficient training available to me; 5 = all training needs met
Rate Your Satisfaction With SmartSimple Support
1 = hard to get help; 5 always satisfied with support response
Rate Your Overall Satisfaction With SmartSimple Today.
1 = long way to go; 5 = no room for improvement
0%
10%
20%
30%
40%
50%
60%
70%
80%
90%
100%
Level 1
Level 2
Level 3
Level 4
Level 5

RAP Online User Survey

"Please offer any narrative to help CRAB understand any concerns / improvements / features you'd like to suggest. As specific or general as you wish to be"

- The quarterly dollars allowed

- Spending plans are difficult to see real time expenditures/planned expenditures, have to ask Steve to update. Having a way to reset milestones if accidentally certified would be nice, otherwise I assume Steve can fix.

- Aim for simplification of processes. The database is a bit confusing.

- The upgrade has been great in many ways, but some of the underlying systems still feel half-complete or half-functional. There's a good amount of unnecessary work added on our and CRAB's end when things aren't working as they should be.

- I am never sure if signatures get to my bosses or if the Not For Signature document is for. It would be great to streamline this process and get an email when all parties have signed important documents.

- This is one of many platforms I must familiarize myself with upon the departure of Forrest Jones. I'm sure I will be reaching out at some point for help as I continue to manage three jobs for the foreseeable future. My critique of this platform is purely one of neutrality/unfamiliarity.

- I think it is a known issue, but the vouchers don't seem to calculate correctly, so they require manual adjustment each time. Luckily, our CRAB contact, Steve Johnson, is extremely responsive and helpful.

- Behind the scenes this program may work better for CRAB, but I honestly prefer the old RAP & CARS system. I just email the quarterly updates as suggested since the program apparently doesn't update correctly.

- Excellent staff help. Only minor issues and bug fixes, which are always resolved.

“New Training Topic Requests”

- Everything is good with Steve's help.
- How to know where to add the cost to the line items.
- Detailed training on using CRAB money to pay WSDOT/federal match.
- Not even sure where to begin.

10. WSACE Managing Director Update

Axel Swanson