

Agenda Summary Report (ASR)

Franklin County Board of Commissioners

DATE SUBMITTED: 03/16/2020	PREPARED BY: Craig Erdman, County Engineer
Meeting Date Requested: 03/31/2020	PRESENTED BY: Craig Erdman, County Engineer CBE
ITEM: (Select One) <input checked="" type="checkbox"/> Consent Agenda <input type="checkbox"/> To Be Brought Before the Board Time needed:	
SUBJECT: Reports due to County Road Administration Board on April 1, 2020.	
FISCAL IMPACT: No immediate impact however, failure to submit the required reports can jeopardize the County's eligibility for Rural Arterial Trust Account Funds.	
BACKGROUND: Pursuant to Chapter 136 Washington Administrative Code (WAC) the County Road Administration Board (CRAB) requires that all Counties make certain reports each year to ensure they are in compliance with the Standards of Good Practice. The attached reports are due April 1, 2020. The reports are submitted digitally. The Digital Submittal Certification requires the signature of the County Sheriff, the County Auditor, the County Engineer, and the Chairman of the Board of Commissioners.	
RECOMMENDATION: Staff recommends the reports be approved and the Chairman executes the Digital Submittal Certification.	
SUGGESTED MOTION: I hereby move that the Board of Franklin County Commissioners authorize the Chairman of the Board to sign the Digital Submittal Certification on behalf of Franklin County.	
COORDINATION: The County Assessor's Office and Auditor's Office helped in preparing these reports. The Digital Submittal Certification has been signed by the Sheriff, the Auditor, and the County Engineer.	
ATTACHMENTS: <ol style="list-style-type: none"> 1. Resolution Approving Reports and Authorizing Chairman to sign 2. Digital Submittal Certification 3. Certification of Road Expenditures for Traffic Law Enforcement 4. Annual Certification for Calendar Year 2019 w/ Bridge Condition Report 5. Annual Certification – Standards of Good Practice – Maintenance Management 6. Certification of Road Fund Expenditures for Fish Passage Barrier Removal 7. Annual Construction Report for 2019 8. 2019 CAPP and HAS Accomplishments 	
HANDLING/ROUTING: Clerk of the Board: 1 – Original Resolution Public Works Department: 1 – Copy Resolution, and return Original Certification Form to Public Works for Routing to CRAB	

I certify the above information is accurate and complete.

Craig Erdman

Matt Mahoney, Public Works Director MMA

FRANKLIN COUNTY RESOLUTION NO. _____

**BEFORE THE BOARD OF COMMISSIONERS
FRANKLIN COUNTY, WASHINGTON**

***APPROVAL OF ANNUAL REPORTS DUE TO
THE COUNTY ROAD ADMINISTRATION BOARD ON APRIL 1, 2020***

WHEREAS, pursuant to Chapter 136 Washington Administrative Code (WAC) the County Road Administration Board (CRAB) requires that all Counties make certain reports each year to ensure they are in compliance with the Standards of Good Practice; and

WHEREAS, the required reports have been prepared by the County Engineer. The County Road Administration Board only accepts these reports digitally and requires a Digital Submittal Certification to be executed and submitted after the digital submittal; and

WHEREAS, pursuant to RCW 36.01.010 and RCW 36.32.120 the legislative authority of each county is authorized to enter into contracts on behalf of the county and have the care of county property and management of county funds and business; and

WHEREAS, the Board of Franklin County Commissioners constitutes the legislative authority of Franklin County and desires to submit the attached reports as being in the best interest of Franklin County.

NOW, THEREFORE, BE IT RESOLVED that the attached annual reports due to the County Road Administration Board on April 1, 2020, are hereby approved by the Board; and

BE IT FURTHER RESOLVED, that the Chairman of the Board of Franklin County Commissioners be, and hereby is, authorized to sign a Digital Submittal Certification on behalf of Franklin County.

APPROVED this 31st day of March 2020.

**BOARD OF COUNTY COMMISSIONERS
FRANKLIN COUNTY, WASHINGTON**

Chair

Chair Pro Tem

Attest: _____
Clerk of the Board

Member

Originals: Clerk of the Board

Copy: Public Works Department

Franklin County
Reports for 2019
**Digital Submittal Certification
for Forms Due April 1st**

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The documents checked below are hereby submitted from Franklin County for the review and acceptance of the County Road Administration Board.

✓ **2019 RAP Certification of Diversion and Road Fund Expenditures for Traffic Law Enforcement**

I hereby certify that the above report is true and accurate and that I have reviewed and approved the report for submission to the County Road Administration Board in accordance with WAC 136.

Signed: *J. Baymore* Date: 3/26/2020
County Sheriff

Signed: *Yan Beale* Date: 3/26/2020
County Auditor

Signed: _____ Date: _____
Chair / Executive

✓ **2019 Certification of Road Fund Expenditures for Fish Passage Barrier Removal**

✓ **2019 Annual Certification**

I hereby certify that the Fish Passage Removal and Annual Certifications are true and accurate and that I have reviewed and approved the report for submission to the County Road Administration Board in accordance with WAC 136.

Signed: _____ Date: _____
Chair / Executive

Signed: *Craig Erdman* Date: 3/23/2020
County Engineer

✓ **2019 Annual Construction Report**

✓ **2019 County Arterial Preservation Report**

✓ **2019 Maintenance Management Annual Certification**

I hereby certify that the Annual Construction Report, County Arterial Preservation Report, and Maintenance Management Certification are true and accurate and that I have reviewed, approved, and submitted said reports to the County Road Administration Board in accordance with WAC 136.

Signed: *Craig Erdman* Date: 3/23/2020
County Engineer

Franklin County 2019
CERTIFICATION OF DIVERSION AND ROAD FUND EXPENDITURES FOR TRAFFIC LAW ENFORCEMENT
WAC 136-150-022

Total Road Levy:

Budgeted Road Levy revenue (as listed on the Road Levy Certification - WAC 136-150-021):	\$3,557,867.00
Actual Road Levy revenue produced:	\$1,857,866.94

Road Levy Diversion:

Budgeted Road Levy Diversion (as listed on the Road Levy Certification - WAC 136-150-021):	\$0.00
Actual amount of Diverted Road Levy:	\$0.00
Was Diverted Road Levy deposited in a specific and identifiable account (RCW 36.82.040):	N/A

Traffic Law Enforcement Paid by Road Fund Expenditures:

Budgeted cost reimbursements and/or operating transfers from the Road Fund:	\$0.00
Actual total amount of cost reimbursements and/or operating transfers from the Road Fund:	\$0.00

Total Road Portion Traffic Law Enforcement Expenditures:

	\$0.00
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Total Traffic Law Enforcement Expense (ALL COUNTY FUNDS):

RCW 36.79.140 provides that only those counties that during the preceding twelve months have spent all revenues collected for road purposes only for such purposes, including traffic law enforcement, as are allowed by Article II, Section 40 of the Washington State Constitution, are eligible to receive funds from the Rural Arterial Trust Account.

This form must be reviewed and certified (on the "Engineer's Certification Form") by:

- County Sheriff
- County Auditor OR Charter designated Chief Financial Officer
- Chair, Board of County Commissioners OR County Executive

Franklin County Annual Certification For Calendar Year 2019

WAC 136-04

MANAGEMENT AND ADMINISTRATION

- A.** During **2019** the County Engineer performed the duties and had the responsibilities specified in RCW 36.80.030. Yes
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- B.** At any time during **2019** was there a vacancy/change in the position of County Engineer? If so, were the procedures in WAC 136-12 followed?
-
- C.** The processing of County Road Accident Reports during **2019** complied with WAC 136-28. Yes
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- D.** Priority Programming techniques were applied to the ranking of all potential projects on the arterial road system in **2019** per WAC 136-14-020. Yes
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- E.** As of December 31, **2019** the management of the county road department was in accordance with policies set by the county legislative authority including, but not limited to, the following specific policies required by WAC 136-50-050:

*Has your agency sent the most recently adopted version to CRAB WAC 136-50-051?

POLICY	WAC	DATE OF CURRENT VERSION
Re: Organization	136-50-051	05/31/2017
Re: Personnel Practices	136-50-052	03/19/2019
Re: Complaint Handling	136-50-053	10/31/0217
Re: Work for Others	136-50-054	02/02/1976
Re: Utility Accommodation	136-50-055	08/07/2000
Re: Priority Programming	136-14-030	02/27/2008

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

DOCUMENT	WAC	DUE DATE	DATE OF ADOPTION / PREPARATION	DATE SENT TO CRAB
'19 Six-Year Program	136-15-050	31-DEC-18	06/26/2018	12/14/2018
'19 Annual Construction Program	136-16-040	31-DEC-18	12/11/2018	12/12/2018
'19 CAPP Program	136-300-060	31-DEC-18	12/18/2018	12/18/2018
'19 Road Fund Budget		31-DEC-18	12/18/2018	12/14/2018
'19 Maintenance Management Work Plan & Budget	136-11-040	31-DEC-18	12/17/2018	12/17/2018
'19 Road Levy	136-150-021	01-FEB-19	01/22/2019	01/15/2019
'18 Certification of Diversion and Road Fund Exp. For Traffic Law Enforcement	136-150-022	01-APR-19	03/21/2019	03/12/2019
'18 Engineer's Certification of Fish Barrier Removal Costs	136-150-023	01-APR-19	03/20/2019	03/11/2019
'18 Certification of Road Fund Exp. for Marine Navigation and Moorage	136-150-025	01-APR-19		
'18 Annual Construction Report	136-16-050	01-APR-19	03/12/2019	03/18/2019
'18 CAPP Report	136-300-090	01-APR-19	03/20/2019	03/20/2019
'18 Maintenance Management Certification	136-11-050	01-APR-19	03/20/2019	03/11/2019
'18 Annual Certification	136-04-030	01-APR-19	03/13/2019	03/13/2019
'18 Road Log Update	136-60-030	01-MAY-19	01/18/2019	01/18/2019
'19 PMS Certification for CAPA Eligibility	136-70-070	31-DEC-19	12/13/2019	12/13/2019

Explanation:

Certification of Road Exp. for Marine Navigation and Moorage does not apply to Franklin County

G.	Projects to which construction expenditures were charged were all on the originally adopted 2019 Annual Program or as amended per WAC 136-16-042 - Attach Amendments. (If No, please attach a brief explanation.)	Yes
H.	The County's construction by county forces limit for 2019 computed in accordance with RCW 36.77.065:	\$1,274,686.25
I.	The actual expenditure for construction by county forces as reported in the 2019 Annual Const. Report:	\$0.00
J.	As required by WAC 136-20-060, a written Bridge and Inspection Report for 2019 was furnished to the legislative authority on (attach a copy):	06/26/2018

of NBI Bridges as of December 31, **2019**: 83

**ANNUAL CERTIFICATION - STANDARD OF GOOD PRACTICE
MAINTENANCE MANAGEMENT WAC 136-11**

The following information is provided for the annual review of county compliance with the requirements of WAC 136-11-040. The information provided herein is current as of December 31, 2019, and summarizes Maintenance Management activities for Calendar Year 2019.

Yes In accordance with WAC 136-11-040 , maintenance management procedures have been used by this county to guide cost-effective maintenance and preservation activities on county roads in the previous calendar year.

Franklin County's maintenance management practices meet the following requirements, in accordance with WAC 136-11-040:

- Yes** (1) An inventory of significant maintainable road features (physical assets) has been prepared and/or updated.
- Yes** (2) Activity Guidelines have been prepared, reviewed and/or updated for all significant maintenance activities.
- Yes** (3) A work program and budget has been prepared for maintenance activities planned in the year. This work program and budget is based upon the road features to be maintained, the types and amounts of maintenance work planned and the costs for the labor, equipment and materials needed to complete the work.
- Yes** (4) Labor, equipment and material resource requirements needed to accomplish the planned workload are identified.
- Yes** (5) Work scheduling procedures are identified, documented, and utilized in carrying out the maintenance work program.
- Yes** (6) Reports showing work accomplishment and cost have been prepared and reviewed by managers and supervisors.

FISH PASSAGE CERTIFICATION

WAC 136-150-023

Submitting County: **Franklin** Budget Year: **2019****Fish Passage Barrier Removal Projects**

Project Name	Total Project Cost	Cost Outside of ROW	% of Total Cost (25% Allowed by WAC)
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Total Expenditures for Fish Passage Barrier Removal Outside County Rights-of-Way.

Total Annual Road Construction Budget:	\$0.00
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<u>X</u>
<u>0.005</u>

1/2% of Total Annual Road (Limit of "Outside of Right-of-Way" expense)	=\$0.00
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Total Expenditure for Fish Passage Barrier Removal Outside County Right-of-Way	\$0.00
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RCW 36.79.140 provides that only those counties that during the preceding twelve months have spent all revenues collected for road purposes only for such purposes, including removal of barriers to fish passage and accompanying streambed and stream bank repair as specified and limited by RCW 36.82.070 , as are allowed by Article II, Section 40 of the Washington State Constitution, are eligible to receive funds from the Rural Arterial Trust Account.

Franklin County
2019
Annual Construction Report
WAC 136-16

(A) TOTAL CONSTRUCTION DONE (total sum of column 15 + column 16): \$2,723,784.00
 (B) COMPUTED COUNTY FORCES LIMIT: \$1,274,686.25
 (C) TOTAL COUNTY FORCES CONSTRUCTION (total sum of column 16): \$0.00

(1)	(2)	(3)	(4)	(5)					(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)
Annual Program Item No.	C.R.P. No.	Project Status	Project Name	Road Segment Information					Completed Length(mi.)	Project Type Code	County Forces Project Announcement	County Forces Project Closure	County Road Funds	Sources of Funds		PE & CE (\$95.10)
				Road #	Road Name	BMP	EMP	FFC						Amount	Program Source	
				Other Funds												
1	614	Open	Taylor Flats Bridge #903-3.46	09030	Road Name: Taylor Flats Road From: 3.41 To: 3.51	0.00	0.00	07	0.00	Br			\$143,388	\$804,824.00 \$117,202.00	BR RAP	\$150,583
2	602	Open	Juniper Dunes Recreation Area Access	08820	Road Name: Juniper Dunes From: Pasco-Kahlotus To: Entrance to Juniper Dunes	0.00	4.27	09	4.20	NEW			\$46,293	\$699,486.00 \$1,243,231.00	BLM Federal Lands Access Program	\$180,057
3	615	Open	Smith Canyon Bridge #722-0.07	07220	Road Name: Smith Canyon From: 0.02 To: 0.12	0.02	0.12	09	0.10	Br			\$878			\$878
4	605	Open	Pasco-Kahlotus Road Reconstruction and Overlay II	08070	Road Name: Pasco-Kahlotus Road From: Peterson Road To: West of Ice Harbor Road	5.92	8.93	07	3.01	RC			\$10,545	\$116,009.00 \$14,830.00	STP(R) RAP	\$9,975

(1)	(2)	(3)	(4)	(5)					(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)
Annual Program Item No.	C.R.P. No.	Project Status	Project Name	Road Segment Information					Completed Length(mi.)	Project Type Code	County Forces Project Announcement	County Forces Project Closure	County Road Funds	Sources of Funds		PE & CE (595.10)
				Road #	Road Name	BMP	EMP	FFC						Other Funds		
														Amount	Program Source	
5	619	Open	Safety - Flexible Guidepost						0.00	Safety			\$3,741	\$15,982.00	HSIP	\$19,723
6	621	Open	Safety - Intersection Improvement Countywide						0.00	Safety Illm			\$28,801	\$20,519.00	HSIP	\$49,320
7	618	Open	Safety - Rumble Strips						0.00	Safety			\$2,311	\$8,736.00	HSIP	\$11,047
8	620	Open	Hailey Railroad/Highway Crossing	06810	Road Name: Hailey Road From: SR-17 To: West 0.33 miles	0.00	0.33	09	0.33	Safety			\$2,206	\$8,100.00	HSIP	\$10,306
9	617	Open	Coyan Bridge #200-9.93	02000	Road Name: Coyan Bridge From: MP 9.88 To: MP 9.98	9.88	9.98	09	0.10	Br			\$9,852	\$81,138.00	STP(BR)	\$111,163
														\$20,173.00	RAP	

(1)	(2)	(3)	(4)	(5)					(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)
Annual Program Item No.	C.R.P. No.	Project Status	Project Name	Road Segment Information					Completed Length(mi.)	Project Type Code	County Forces Project Announcement	County Forces Project Closure	Sources of Funds			PE & CE (595.10)
				Road #	Road Name	BMP	EMP	FFC					County Road Funds	Other Funds		
														Amount	Program Source	
10	616	Open	Selph Landing Bridge #906-8.79 Replacement	09060	Road Name: Selph Landing Bridge From: MP 8.74 To: MP 8.84	8.74	8.84	09	0.10	Br			\$3,645	\$14,696.00	STP(BR)	\$22,841
													\$4,500.00	RAP		
11	622	No costs incurred	Basin City Alternative Transportation Route Improvement II	03130	Road Name: Bailie Blvd From: First Avenue To: Park Drive	0.20	0.26	09	0.06	P&T			\$0		TAP(R)	
12	608	No costs incurred	Glade North Overlay III	09010	Road Name: Glade North Road From: Selph Landing Road To: Sagemoor Road	4.00	8.12	07	4.12	3R					STP(R)	
13	-	No costs incurred	Hollingsworth Road and Wahluke Road Intersection	04600	Road Name: Hollingsworth Road From: Wahluke Road To: Chestnut Road	2.81	2.97	08	0.26	IS						
				04020	Road Name: Wahluke Road From: Hollingsworth Road To: Chestnut Road	3.39	3.49	08								
													\$251,660	\$3,169,426		\$565,890

Franklin County
2019
County Arterial Preservation Accomplishment Report
WAC 136-300-090

CAPA CARRIED OVER FROM 2018: \$459,255.28
 CAPA RECEIVED IN 2019: \$431,040.75
 CAPA SPENT IN 2019: \$890,296.03
 CAPA BALANCE CARRIED INTO 2020: \$0.00

MVA CARRIED OVER FROM 2018: \$91,067.81
 MVA RECEIVED IN 2019: \$64,026.26
 MVA SPENT IN 2019: \$155,094.07
 MVA BALANCE CARRIED INTO 2020: \$0.00

CAPP Eligible Activities

(1) ITEM NO.	(2) Project/Road Name	(3) Road #	(4) BMP	(5) EMP	(6) # Lanes	(7) From	(8) To	(9) FFC	(10) TRC	(11) C/L MILES	(12) LANE MILES	(13) FREIGHT & GOODS MILES	(14) Type of Work					
													(i) Work Code	(ii) CAPA & TPA \$s	(iii) MVA \$s	(iv) Other \$s	(v) % by Contract	
1	Sage Moor West Road	9080	0.00	9.88	2	SR-395	Columbia River Rd	07	T4	9.88	19.76	9.88	3	\$322,696				
													4			\$28,139		100
2	Glade North Road	9010	21.57	22.59	2	Sheffield Rd	R-170	07	T3	1.02	2.04	1.02	3	\$0				
													4			\$2,905		100
3	Mail Road	3000	0.00	2.19	2	Scotney Rd	Athey Rd	07	99	2.19	4.38	0.00	3	\$71,003				
													4			\$6,237		100
4	Scotney Road	3070	5.12	5.50	2	Mail Rd	Adams Co. Line	07	T4	0.38	0.76	0.38	3	\$12,320				
													4			\$1,082		100
5	Langford Road	6050	6.10	8.33	2	Russell Rd	Sheffield Rd	08	T4	2.23	4.46	2.23	3	\$72,835				
													4			\$6,351		100
6	Hendricks Road	3700	0.00	9.06	2	SR-17	Sagehill Rd	08	T5	9.06	18.12	9.06	3	\$293,740				
													4			\$25,803		100
7	Hollingsworth Road	4600	0.00	6.96	2	Sagehill Rd	Mt. Vista Rd	08	T4	6.96	13.92	6.96	3	\$117,702	\$107,951			
													4			\$19,822		100
8	Muse Drive	2110	0.00	0.96	2	Dilling Rd	Fox Rd	08	T5	0.96	1.92	0.96	3		\$46,347			
													4			\$0		
9	Sheffield Rd	6900	0.52	9.17	2	Mesa City Limits	Basin Slope	08	T4	8.65	17.30	8.65	3		\$796	\$263,049		
													4			\$24,636		100
10	Wernet Road	12240	0.25	1.26	2	Road 40	Road 56	17	99	1.01	2.02	0.00	3			\$33,117		
													4			\$2,876		100
11	Road 52	11020	0.76	1.64	2	Agate St	W. Argent Rd	17	99	0.88	1.76	0.00	3			\$28,855		
													4			\$2,506		100
										43.22	86.44	39.14		\$890,296.03	\$155,094.07	\$445,379.64		

Non-CAPP Eligible Activities

Description	Work Code	Centerline Miles	Lane Miles	FFC	TRC	\$s
No non-CAPP eligible roads planned due to budget constraints	-			-		