

DIGITAL SUBMITTAL CERTIFICATION- COUNTY ROAD ADMINISTRATION BOARD
REPORTS FOR 2011




County # 19 County Name Kittitas
Required Submittal Date: April 1, 2012


The County Engineer checks each box, confirming the forms have been certified by the listed signatures and submitted to and accepted by the County Road Administration Board, then sends this completed form to CRAB via regular mail.


(Engineer Check)

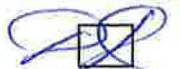
Traffic Law Enforcement Certification 2011

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

 _____ County Sheriff	<u>2/24/2012</u> _____ Date
 _____ County Auditor	<u>2/24/2012</u> _____ Date
 _____ Chair / Executive	<u>3/20/12</u> _____ Date




(Engineer Check)

Fish Passage Barrier Removal Certification 2011


(Engineer Check)

Annual Certification 2011

I hereby certify that the Fish Passage Barrier 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.

 _____ Chair / Executive:	<u>3/20/12</u> _____ Date
 _____ County Engineer:	<u>03/13/12</u> _____ Date


(Engineer Check)

Annual Construction Report for 2011


(Engineer Check)

County Arterial Preservation Report for 2011


(Engineer Check)

Maintenance Management Cert. for 2011

I hereby certify that the Annual Construction Report, CAPP Report, and Maintenance Management Certification 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.

 _____ County Engineer:	<u>03/13/12</u> _____ Date
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**WASHINGTON STATE
COUNTY ROAD ADMINISTRATION BOARD
Certification of Road Fund Expenditures for Fish Passage Barrier Removal**

Submitting County: Kittitas

Budget Year: 2010

WAC 136-150-023

Due Date: April 1, 2011

Fish Passage Barrier Removal Projects:

	Project Name:	Total Cost:	Cost for Work Outside of County Right-of-Way:	% of Total Cost:
1				
2				
3				
4				
5				
6				
7				
8				

Attach additional sheets if more space is needed.

Total Expenditures for Fish Passage Barrier Removal Outside County Rights-of-Way

Total Annual Road Construction Budget	\$ <u>4,923,000.00</u>
	<u>X 0.005</u>
1/2 % of Total Annual Road Construction (Limit of "Outside of Right of Way" expense.)	= \$ <u>24,615.00</u>
Total Expenditure for Fish Passage Barrier Removal Outside County Right-of-Way	<u>\$0.00</u>

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.

KITTITAS COUNTY

ANNUAL CERTIFICATION FOR CALENDAR YEAR 2011
(WAC 136-04)

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

- A. During 2011 the County Engineer performed the duties and had the responsibilities specified in RCW 36.80.030. ☒ Yes ☐ No
- B. At any time during 2011 was there a vacancy in the position of county Engineer? ☐ Yes ☒ No
 If so, were the procedures in WAC 136-12 followed? ☐ Yes ☐ No
- C. The processing of County Road Accident Reports during 2011 complied with WAC 136-28. ☒ Yes ☐ No
 Number of reports processed: 12
- D. Priority Programming techniques were applied to the ranking of all potential projects on the arterial road system in 2011 per WAC 136-14-020. ☒ Yes ☐ No
- E. As of December 31, 2011 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:

<u>POLICY</u>	<u>WAC</u>	<u>DATE OF CURRENT VERSION</u>
Re: Organization	136-50-051	1-Feb-11
Re: Personnel Practices	136-50-052	1-Dec-03
Re: Complaint Handling	136-50-053	1-Nov-99
Re: Work for Others	136-50-054	2-Jun-98
Re: Utility Accommodation	136-50-055	31-Mar-04
Re: Priority Programming	136-14-030	1-Sep-98

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

<u>DOCUMENT</u>	<u>WAC</u>	<u>DUE DATE</u>	<u>DATE OF ADOPTION/ PREPARATION</u>	<u>DATE SENT TO CRAB</u>
'11 Six-Year Program	136-15-050	31-Dec -10	5-Oct-10	10-Dec-10
'11 Annual Construction Program	136-16-040	31-Dec -10	5-Oct-10	10-Dec-10
'11 CAPP Program	136-300-060	31-Dec -10	10-Dec-10	10-Dec-10
'11 Road Fund Budget		31-Dec -10	10-Dec-10	10-Dec-10
'11 Maint Mgmt Wrk Pln & Budget	136-11-040	31-Dec -10	10-Dec-10	10-Dec-10
'11 Road Levy Certification	136-150-021	01-Feb -11	7-Mar-11	9-Mar-11
'10 Certification of Road Fund Exp. For Traffic Law Enforcement	136-150-022	01-Apr -11	15-Mar-11	30-Mar-11
'10 Engineer's Certification of Fish Barrier Removal Costs	136-150-023	01-Apr -11	15-Mar-11	30-Mar-11
'10 Annual Construction Report	136-16-050	01-Apr -11	15-Mar-11	30-Mar-11
'10 CAPP Report	136-300-090	01-Apr -11	15-Mar-11	30-Mar-11
'10 Maint Mgmt Certification	136-11-050	01-Apr -11	15-Mar-11	30-Mar-11
'10 Annual Certification	136-04-030	01-Apr -11	15-Mar-11	30-Mar-11
'10 Road Log Update	136-60-030	01-May -11	9-Feb-11	9-Feb-11
'11 PMS Certification for CAPA Eligibility.	136-70-070	31-Dec -11	21-Dec-11	21-Dec-11

OPERATIONS

- G. Projects to which construction expenditures were charged were all on the 2011 Annual Program. (If answer is No, please attach a brief explanation.) ☒ Yes ☐ No
- H. The County's construction by county forces limit for 2011 computed in accordance with RCW 36.77.065: \$ 1,165,250.00
- I. The actual expenditure for construction by county forces as reported in the 2011 Annual Const. Report: \$ 690.00
- J. A written report of bridge inspection findings was furnished to the legislative authority on March 20, 2011 as required by WAC 136-20-060. (Please attach a copy) # of Bridges: 268

EMAIL WITH ATTACHMENTS TO THE COUNTY ROAD
 ADMINISTRATION BOARD NO LATER THAN APRIL 1, 2012
 Must be followed by signed "County Certification" form via regular mail

**STATE OF WASHINGTON
COUNTY ROAD ADMINISTRATION BOARD**

**RURAL ARTERIAL PROGRAM
CERTIFICATION OF ROAD FUND EXPENDITURES FOR TRAFFIC LAW ENFORCEMENT**

WAC 136-150-022

Submitting County: Kittitas

Budget Year: 2011

Total Road Levy:

Valuation:	\$	<u>4,574,587,881.00</u>
Levy Rate (\$/Thousand):		<u>0.6832740000</u>
Revenue Produced (Computed):	\$	<u>3,125,696.96</u>
Actual Revenue Produced:	\$	<u>3,592,411.44</u>

Traffic Law Enforcement Paid by Road Levy Diversion:

Diverted Levy Rate (\$/Thousand):		<u>0.0437190000</u>
Revenue Produced (Computed):	\$	<u>199,996.41</u>
Actual Revenue Produced:	\$	<u>201,527.42</u>

AND/OR

Traffic Law Enforcement Paid by Road Fund Expenditures:

Budgeted Operating Transfer Amount:	\$	<u></u>
Actual Amount Transferred From Road Fund:	\$	<u></u>
<u>AND/OR</u>		
Budgeted Cost Reimbursement Amount	\$	<u></u>
Actual Reimb Amt Paid From Road Fund for Services	\$	<u></u>

<u>Total Road Portion Traffic Law Enforcement Expenditures:</u>	\$	<u>201,527.42</u>
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<u>Total Traffic Law Enforcement Expense (ALL COUNTY FUNDS):</u>	\$	<u>375,020.00</u>
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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 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
County Executive**

Due Date: April 1, 2012

ANNUAL CONSTRUCTION REPORT FOR 2011

(See Instructions for each column number)

WAC 136-16-050

COUNTY FORCES CONSTRUCTION:

Total Dollars:

\$386,912

nty Name upper right >>

\$690

AGENCY ACTION:

COUNTY: **KITTITAS COUNTY**

Current Population: **40,500**

PREPARED BY: **Kathy Jurgens**

DATE: **3/8/2012**

- (A) TOTAL CONSTRUCTION DONE - columns (9) + (10)
 (B) COMPUTED COUNTY FORCES LIMIT (see instructions)
 (C) TOTAL COUNTY FORCES CONSTRUCTION - column (10)

*IF LINE C AMOUNT IS GREATER THAN LINE B, CHECK BOX

☐

(1)	(2)	(3)	(4)	(4a)	(4b)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)
ANNUAL PROG. ITEM NO.	ROAD LOG NO.	C.R.P. NO.	ROAD/PROJECT NAME AND LOCATION (From Annual Program)	COUNTY FORCES PROJECT ANNOUNCEMENT Date	COUNTY FORCES PROJECT CLOSURE Date	COMPLETED LENGTH (Miles)	FUNCTIONAL CLASS (F/C)	TYPE OF WORK (code)	ACTUAL EXPENDITURES 2011 Dollars				Dollars		PROJECT STATUS AS OF DEC. 31	NOTES AND COMMENTS
									Admini - stration	CONSTRUCTION		PROJECT TOTAL	FEDERAL SUPPORT			
										P.E R/W C.E.	CON- TRACT CONSTR.		COUNTY FORCES CONSTR.	FEDERAL AID FUNDS		
01	23030	204-06	NELSON SIDING RD, Including: NELSON SIDING - Big Creek Br# 04291 NELSON SIDING - Little Crk Br# 04271			4.36	08	ABDI	488,630			488,630				Y Construct in 2012 Y Construct in 2012 Y Construct in 2012
02	96951	245-10	KITTITAS HWY, MP 1.03 - 5.64			4.61	07	ABDEFGH	200,057			200,057	66,224	STPD		Y PE 2012-2013, Const 2014
03	Various	227-09	AIRPORT INDUSTRIAL AREA ROADS			1.05	19	ABDEFG	31,025		690	31,715				Y Construct in 2012
05	28500	247-10	TEANAWAY RD, MP 0.00 - 7.29			7.29	08	ABDGIK	28,803			28,803	28,394	FHWA		Y PE,RW, FHWA Const 2014
05	25880	247-10	N.F. TEANAWAY RD, MP 0.00 - 5.80			5.80	08	ABDGIKL	18,330			18,330	17,733	FHWA		Y PE,RW, FHWA Const 2014
06	22710	248-10	WESTSIDE RD, MP			3.83	08	ABCG	1,323			1,323				Y PE 2012-2013, Const 2014
08	Various	250-11	RUN-OFF ROAD SAFETY IMPROVE.						983			983	461	HSIP		Y PE 2012, Const 2013
13	68910	219-08	BADGER POCKET RD, BR #79241			0.10	08	I	7,912	123,478		131,390				X Construction completed
14	96400	220-08	CLEMAN RD, BR #79251			0.10	09	I	3,300	60,338		63,638				X Construction completed
15	68515	246-10	CARROLL RD, BR #790182			0.10	09	I	4,580	76,588		81,168				X Construction completed
17	43883	244-09	COOKE CANYON RD, BR #90301-ob			0.10	09	I	19,213	125,818		145,031				X Construction completed

*7 **WORK CODES:** Click here for WAC

2011 CAPP ACCOMPLISHMENTS

KITTITAS County

PAVEMENT PRESERVATION ACCOMPLISHMENTS WITH BOTH CAPA AND
NON CAPA FUNDS IN 2011

Complete and Return to CRAB by April 1, 2012

Note: You must type in the
County Name to see 'CAPA
Received in 2009'

WAC 136-300-090

1	2	3	4	5		6	7	8	9	10	11	12				
ITEM NO.	ROAD LOG NO.	ROAD NAME	LOCATION	FROM M.P.	TO M.P.	TOTAL C/L MILES	TOTAL LANE MILES	02-09	WORK	FREIGHT	FREIGHT	% BY CON-TRACT	EXPENDITURES			
								12-19		AND GOODS	AND GOODS		(TOTAL DOLLARS AND CENTS)			
								CLASS	CODES	CLASS	MILES		CAPA \$s	NON CAPA \$s	GRAND TOTAL	
		Prep Work for Seals and Overlays	County Wide	0.00	0.00	37.40	74.80	08	4						71,313	71,313
		Prep Work for Seals and Overlays	County Wide			15.63	31.26	09	4						32,844	32,844
		Patching (blade)	County Wide			37.40	74.80	08	8						51,944	51,944
		Patching (blade)	County Wide			15.63	31.26	09	8						36,086	36,086
		Seals, all types	County Wide			29.97	59.94	08	3	T3	29.97		500,000	295,970	795,970	
		Seals, all types	County Wide			7.43	14.86	08	3	T4	7.43			197,333	197,333	
		Seals, all types	County Wide			2.16	4.32	09	3	T4	2.16			54,391	54,391	
		Seals, all types	County Wide			13.47	26.94	09	3					339,189	339,189	
		Pavement Management	County Wide			0.00	0.00	0	5					11,789	11,789	
				PAGE TOTALS		159.09	318.18			F&G	39.56		500,000	1,090,859	1,590,859	

CAPP UNUSED BALANCE, PRIOR YRS \$ 1,685,492.32

TOTAL CAPA RECEIVED IN 2011 \$ 360,085.04 (Deposits from State Treasurer)

TOTAL CAPA SPENT IN 2011 \$ 500,000.00

BALANCE CARRIED FORWARD 1,545,577.36

PREPARED BY Kathy Jurgens, Finance System Mgr
Type in name of Preparer

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, 2010, and summarizes Maintenance Management activities for Calendar Year 2010.

Yes	No
<input checked="" type="checkbox"/>	<input type="checkbox"/>

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.

Wahkiakum
(County Name)

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

Yes	No
<input checked="" type="checkbox"/>	<input type="checkbox"/>

(1) An inventory of significant maintainable road features (physical assets) has been prepared and/or updated.

Yes	No
<input checked="" type="checkbox"/>	<input type="checkbox"/>

(2) Activity Guidelines have been prepared, reviewed and/or updated for all significant maintenance activities.

Yes	No
<input checked="" type="checkbox"/>	<input type="checkbox"/>

(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	No
<input checked="" type="checkbox"/>	<input type="checkbox"/>

(4) Labor, equipment and material resource requirements needed to accomplish the planned workload are identified.

Yes	No
<input checked="" type="checkbox"/>	<input type="checkbox"/>

(5) Work scheduling procedures are identified, documented, and utilized in carrying out the maintenance work program.

Yes	No
<input checked="" type="checkbox"/>	<input type="checkbox"/>

(6) Reports showing work accomplishment and cost have been prepared and reviewed by managers and supervisors.