

**Minutes**  
**County Road Administration Board**  
**October 23, 2025**  
**Oxford Suites Yakima (Yakima, WA)**  
**and Teams participation**

**Members Present:** Lindsey Pollock, Lewis County Commissioner, Chair  
Art Swannack, Whitman County Commissioner, Vice Chair  
Doug McCormick, PE, Snohomish County Engineer, 2<sup>nd</sup> Vice Chair  
Al French, Spokane County Commissioner  
Grant Morgan, PE, Garfield County Engineer,  
Carolina Mejia, Thurston County Commissioner (online)  
Peter Browning, Skagit County Commissioner  
Zack Trudell, Ferry County Commissioner

**Members Absent:** Eric Pierson, PE, Chelan County Engineer

**Staff Present:** Jane Wall, Executive Director  
Drew Woods, PE, Deputy Director  
Todd O'Brien, Grant & Special Projects Manager  
Jason Bergquist, Executive Assistant  
Jacque Netzer, Communications Director  
Steve Johnson, PE, Grant Programs Manager  
Scott Campbell, IT Senior Security Specialist

**Staff Present:** Eric Hagenlock, IT Director  
**Via Teams** Derek Pohle, PE, Support, Training and Compliance Manager  
Mike Clark, Road Log Manager  
Cameron Cole, GIS Manager  
Bree Norlander, Data Quality Assurance & Analysis Manager  
Donna Quach, Software Engineer

**Guests:** Senator Curtis King, Senate Transportation Ranking Member  
Kyle Curtis, Yakima County Commissioner  
Matt Pietrusiewicz, PE, Yakima County Engineer  
Ryan Calhoun, Yakima County Road Maintenance Manager  
Matt Rasmussen, PE, Benton County Engineer  
Christina Woods, PE, Benton County Civil Engineer  
Richard Elledge, Benton County Staff  
Axel Swanson, WSACE Managing Director (online)  
Josh Malkin, PE, Asotin County Engineer & Public Works Director (online)  
Jason O'Dell, PE, Clallam County (online)  
Bryon Moore (remote)

**Thursday, October 23, 2025**  
**CALL TO ORDER**

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

## **CHAIR'S REPORT**

Chair Pollock shared she visited Pacific County and met with County Commissioner Tobin to see where things stood on their search for a permanent County Engineer (they have been without one for years, although they've had an interlocal agreement in place). She's happy to report that they're making progress towards filling the position.

### **Approve Agenda for October 23, 2025 Meeting**

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

### **Approve Minutes of July 31, 2025 CRABoard Meeting**

Commissioner French moved and Commissioner Trudell seconded to approve the minutes of the July 31, 2025 CRABoard meeting. **Motion passed unanimously.**

### **Public Comment Period**

Chair Pollock opened the floor for any public comment. Seeing that there was none, she closed discussion.

Chair Pollock welcomed Yakima County Commissioner Curtis to our Board meeting. Commissioner Curtis shared that he's the current Board Chair and is in his 3<sup>rd</sup> year as a commissioner. He appreciated the invite to appear and welcome the CRABoard and thanked them for their support to Yakima County.

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## **CERTIFICATIONS**

### **Resolution 2025-009 - Apportion RATA Funds to Regions**

Steve Johnson presented Resolution 2025-009 - Apportion RATA Funds to Regions, which authorizes the accrued amount of \$7,541,890 made available in the Rural Arterial Trust Account for July, August, and September 2025 be apportioned to the regions by the established 2025-27 regional percentages after setting aside \$176,394 for administration.

Drew Woods mentioned that electric vehicle fees were deposited in this quarter.

Grant Morgan moved and Commissioner Browning seconded to approve Resolution 2025-009 - Apportion RATA Funds to Regions. **Motion carried unanimously.**

### **CALL FOR PROJECTS 2027-29 Biennium\***

Mr. Johnson explained per "WAC 136-161-020, the Rural Arterial Program project funding cycle begins at the fall odd-year CRABoard 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)."

Staff recommends a call for projects be issued by the CRABoard opening January 2026 for projects to be funded with the 2027 – 2029 biennial budget, with the first allocation to occur in

the CRAB Board's spring of 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 recommended by staff is \$87,500,000 based on projected RATA balance, forecast revenues, and timing for construction reimbursements of projects to be funded. 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.

Commissioner French moved and Doug McCormick seconded to approve a Call for Projects 2027-2029 Biennium. **Motion carried unanimously.**

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**Chair Pollock opened the Public Hearing @9:41am but then recessed it until later.**

### **SPECIAL GUEST: Senator Curtis King – Senate Transportation Ranking Member**

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Senator King shared some of his key priorities and delved into a variety of areas, including but not limited to: concerning regulation and cutting the “red tape” in order to help loosen restrictions to streamline the process of getting work done; diesel vs. hybrid/electric ferries, electric cars (plug-in vs. non-plug in); the preservation and maintenance crisis at WSDOT, and how much money the Climate Commitment Act has raised and the necessity to broaden the scope of what those dollars can be used for (i.e. road work).

He raised the idea of bonding against the last gas tax increase (6 cents in 2025) to pay for preservation work for WSDOT in summer 2026. Director Wall asked whether he would be open to using some of those dollars for local governments, and he stated he was.

Senator King encouraged CRAB and the counties to continue to keep talking with legislators to share their concerns & ideas. He thanked the Board and asked them to keep up the great work!

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### **Chair Pollock resumed Public Hearing @10:21 am**

#### **Proposed WAC Changes –**

Drew Woods reviewed an overview of the proposed WAC changes as advertised in Washington State Register 25-18-019 for:

- Amending WAC 136-60-070 to make changes to the standards of good practice for maintenance of county road logs.
  - (It's 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).
- Amending WAC 136-070 to make changes to the standards of good practice for

pavement management system requirements for county arterial preservation program (CAPP) eligibility.

- (It's being amended to allow counties to use new technology for performing pavement condition assessments).
- Amending WAC 136-100-050 to an out-of-date for the source of rural land area.
  - (It's being amended to revise the source of the rural land area to the most current US census)

CRAB staff did a round of outreach to the counties and no written comments or questions were received. An email was also sent to the counties advising them of the proposed WAC changes and public hearing.

Commissioner Browning moved and Commissioner French seconded to approve the proposed WAC changes in Washington State Register 25-18-019. **Motion passed unanimously.**

### **PROJECT BOARD ACTIONS**

Mr. Johnson presented one request received from Asotin County that needed Board approval.

Asotin County has requested a "waiver of payback" time extension for the RAP funded Snake River Road Project. 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).

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

Doug McCormick moved and Grant Morgan seconded to approve Asotin County's request of a "waiver of payback" time extension for its Snake River Road RAP Project to April 30, 2027.

**Motion carried unanimously.**

**Chair Pollock called for a 10-min recess @10:42am, and meeting resumed @10:57am.**

### **COUNTY OVERVIEW & PROJECT PRESENTATIONS**

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Yakima and Benton counties were each invited to present to the Board an overview of their CRAB funded projects, including challenges they're currently facing or issues they would like to bring to the CRAB Board's attention. Speakers included: Matt Pietrusiewicz, PE (Yakima County Engineer), Matt Rasmussen, PE (Benton County Engineer), and Christina Woods, PE (Benton County Civil Engineer).

**Chair Pollock called for a 45-min lunch break @11:54am, meeting resumed @12:45pm.**

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## **EXECUTIVE DIRECTOR'S REPORT**

Director Jane Wall asked for approval of the 2025 Annual Certification Form. There were no changes from last year's form.

Commissioner French moved, and Commissioner Trudell seconded to approve the 2025 Annual Certification Form. **Motion passed unanimously.**

Jane Wall welcomed Todd O'Brien to the Board Meeting, CRAB's new Grant & Special Projects Manager. Todd's initial responsibilities include getting the new Local Roads Program up and running, as well as overseeing the Bridge Load Rating program and the Motor Vehicle Fuel Tax (MVFT) study.

Ms. Wall detailed her activities from the previous quarter, including meeting with legislators in-district in preparation for the next legislative session. She travelled to King County for a ribbon cutting ceremony for a culvert project that used RAP dollars where King County partnered with the Muckleshoot Tribe. Ms. Wall and Mr. Woods visited Asotin and Walla Walla counties, where they toured past and upcoming RAP funded projects. She also visited the Tri-Cities where she presented to their regional Good Roads Association.

Ms. Wall shared some upcoming travel and activities, including:

- In November 2025, she'll be at County Leaders Conference (in Spokane, WA) presenting to the Joint Transportation Committee (JTC), sharing about our new Local Road Program, touching on preservation and maintenance challenges, and highlighting the good work being done at CRAB by making data driven decisions based on facts and not feelings or political objectives.
- December presentation to the Transportation Commission where she has been asked to provide an overview of county priorities and challenges.
- December presentation to the WSAC Virtual Assembly where she will provide an update on CRAB's new Local Road Program.

### **LOCAL ROAD PROGRAM**

Deputy Director Woods and Todd O'Brien (Grant & Special Projects Manager) presented slides to the Board of an overview of the new Local Road Program, including the following timeline:

- October 2025 – Review draft WAC's and schedule public hearing
- November 2025 – December 2025 – County outreach
  - WAC adjustment
  - Program Needs
  - Scoring Criteria
- Late December 2025 – Publicize final WAC for public hearing
- January 2026 Board meeting
  - Public hearing and hopeful WAC adoption
  - Authorize 1<sup>st</sup> call for projects
- Late March/Early April 2026 – Applications Due
- April-June 2026 – Project review and array development
- July 2026 Board meeting - Board approval of array
- September 2026 - Budget submittal for 2027-2029 biennium

## **WAC Development Philosophy**

RCW 36.170 creates the Local Road Program (LRP)

Develop WACs that cover all items specifically called out in RCW 36.170

Todd then proceeded to walk the Board through each of the WAC's, their definitions, and the reasoning behind each proposed WAC for 136-700.

WAC 136-700 – Covers the administration of the Local Road Program (LRP)

WAC 136-710 – Defines project types and design standards

WAC 136-720 – Project submittal, selection and initial allocation of projects

WAC 136-730 – Project contract, voucher and audit

WAC 136-740 – Project increase and advancement of funds

WAC 136-750 – Emergent projects, withdrawals, early termination and lapsing

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## **Set Public Hearing at January 2026 CRABoard Meeting**

Commissioner Swannack moved and Commissioner French seconded to set a public hearing at the January 29, 2026 Board Meeting @9:00am. **Motion passed unanimously.**

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## **IT DIVISION REPORT**

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

- **PAVER:**
  - *Target End Date: 10/30/2025*
  - **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 Road Map:**
  - *Target: Underway*
  - **Progress Update:** The 2025 Annual Survey for GIS-Mo was sent out in early October.
  - **Outcomes:** Cameron Cole, GIS Manager, is working to develop a road map for GIS-Mo in 2026 while completing the 2025 road map.

- **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.

Cameron Cole, GIS Manager, shared a recap to the Board about:

- **GIS-Mo Conference: Level Up**

- 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 Level Up 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.

## **ENGINEERING DIVISION REPORT**

### **Supplemental Budget Request**

#### **County Ferry Capital Improvement Program Fund (CFCIP)**

Correction of grant awards to Pierce County in the County Ferry Capital Improvement Program Fund (CFCIP)(Fund 108). 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 for \$352,900 owed to Pierce County.

### **County Local Road Grant Program**

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. 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.

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.

### **Bridge Load Rating Grant Program**

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. 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.

### **County Visits**

We travelled to Thurston County to present to Marcus Storvick the 2025 Project Manager of the Year for the Green Cove Culvert Replacement.

### **County Engineer Appointments**

*None this reporting period.*

### **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. Pacific's was extended through October 24, 2025 (Jennifer Oatfield is taking the lead in their search for a County Engineer), and Grant's through April 1, 2026. Kittitas County appointed Public Works Director Josh Fredrickson as interim County Engineer effective August 29, 2025.

## **WSACE Managing Director – Axel Swanson**

On behalf of Axel Swanson, WSACE Past President (& CRABoard Member) Doug McCormick reported on activities of the Washington State Association of County Engineers (WSACE).

### **WSACE Board/Managing Director Update:**

- In July, following Board elections at the June conference, the Board appointed Okanogan County Public Works Director and County Engineer Josh Thomson, P.E., to fill the vacant NACE Board position.
- The Managing Director has been focused on legislation, WSACE studies and projects, meeting with agencies regarding regulatory challenges, and planning for conferences.
- WSACE continues to partner with the County Road Administration Board (CRAB), including attending their July board meeting with project tours in Cowlitz County, and CRAB's 60th Anniversary Celebration (August), and visits to Asotin & Walla Walla.
- WSACE members continue to participate on many boards, committees, and work groups related to county transportation and infrastructure.

### **Legislative Update:**

- WSACE is very busy preparing for the 2026 session. Staff is involved with several interim legislative work groups; topics include possible changes to public works procurement law and transportation permit streamlining recommendations.
- The Managing Director is currently scheduling and attending interim meetings with legislators and tracking committee work that is important for advancing our legislative priorities in the Transportation Budget (additional preservation & maintenance revenue).
- Work is ongoing on several studies that involve WSACE, notably, the Statewide Fish Passage Prioritization Strategy.
- The WSACE Managing Director attended the WSAC Legislative Steering Committee in September and helped identify and facilitate updates to WSAC's Legislative Priorities.

### **Upcoming Events:**

- Finalizing our CLC agenda for November and should have some very interesting and educational sessions.
- Planning for a Professional Development Conference in February 2026.
- We are looking forward to our 3<sup>rd</sup> joint leadership meeting with the Oregon Association of County Engineers in March 2026.
- Planning for the Annual Conference in Cowlitz County June 2026.

### **Executive Session**

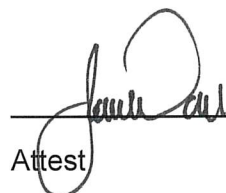
Chair Pollock *noted that there was no need for an Executive Session.*

Doug McCormick moved and Grant Morgan seconded to end the meeting as there was no further business to discuss. Motion passed unanimously.

**Chair Pollock adjourned the meeting at 3:24pm.**

  
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Chair

  
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Attest