



ing, ditching, chip sealing, overlay, cold in place recycling of roadway, or other treatment as deemed cost effective and/or necessary by TIB staff.

[Statutory Authority: Chapter 47.26 RCW. WSR 08-21-005, § 479-10-121, filed 10/2/08, effective 11/2/08.]

**WAC 479-10-122 Qualification for the small city preservation program—Pavement condition ratings.** To qualify for funding in the current program year, a city's pavement condition rating must be less than four years old on or by the application date.

For the cities' convenience, TIB staff will conduct all pavement condition ratings on a rotational basis every four years. If the city maintains their own pavement condition rating, the methods used for scoring must comply with TIB's methodology. If scores submitted by the city are substantially different than the TIB pavement scores, the difference will be resolved through an on-site review coordinated between TIB and city staff.

[Statutory Authority: Chapter 47.26 RCW. WSR 08-21-005, § 479-10-122, filed 10/2/08, effective 11/2/08.]

**WAC 479-10-130 Identification of funding requests for the small city preservation program.** To be considered for a project under the small city preservation program, an eligible agency may submit a funding application in response to either a standard TIB call for projects or identification and notification by TIB staff based on other opportunities available in the area to decrease material or labor costs associated with project delivery.

[Statutory Authority: Chapter 47.26 RCW. WSR 08-21-005, § 479-10-130, filed 10/2/08, effective 11/2/08.]

**WAC 479-10-140 Project selection for the small city preservation program.** Projects may be selected by the board or the executive director based on need, economy of scale opportunities, and criteria listed in RCW 47.26.345.

[Statutory Authority: Chapter 47.26 RCW. WSR 08-21-005, § 479-10-140, filed 10/2/08, effective 11/2/08.]

**WAC 479-10-150 Project phases for the small city preservation program.** Small city preservation program projects will have three phases. Each phase will require specific documentation as described below and each phase must be approved before the applicant agency is eligible to receive the related funding:

(1) Application phase - The city shall submit an application form as well as documentation showing route and treatment plan.

(2) Design and construction phase - TIB will provide documents for the city to sign and return. The city must submit the following agreements where utilized:

(a) Fuel tax agreement (except if services are provided by WSDOT).

(b) Rights of entry agreement (if applicable).

(c) Consultant agreement (if applicable).

If pavement services will be provided through WSDOT, TIB will maintain the task order agreement and subsequent amendments.

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(3) Project closeout phase - All necessary project cost documentation must be received prior to final payment.

[Statutory Authority: Chapter 47.26 RCW. WSR 08-21-005, § 479-10-150, filed 10/2/08, effective 11/2/08.]

**WAC 479-10-160 City matching funds or services for small city preservation program.** The board will consider a city's ability to provide matching funds or in-kind services when allocating funds under this program. Cash or in-kind match may be provided by the local agency in the form of:

(1) Cash match based on ability to contribute:

(a) If the city assessed valuation is greater than five hundred million, a match of ten percent will be contributed.

(b) If the city assessed valuation is from one hundred million to five hundred million, a five percent match will be contributed.

(2) If the city assessed valuation is under one hundred million, no cash match is necessary.

(3) Match is not expected or accepted if the construction services will be provided to the city by WSDOT.

(4) All in-kind contributions must relate directly to the project and are limited to time, material, or real property donated to the agency to fulfill project requirements. In-kind match may include:

(a) Community involvement including volunteer participation.

(b) City force labor, materials, and/or equipment (excluding costs incurred for qualification in WAC 479-10-122 or application for funds).

(c) Other street beautification.

(d) In-kind match must be documented with labor reports, equipment reports, receipts, and/or citizen volunteer time with hourly rate (not to exceed fifteen dollars per hour).

(e) Contributions of overhead, per diem, travel expenses, time spent at advisory groups or meetings, or time from individuals receiving compensation through the grant will not be accepted as in-kind match.

[Statutory Authority: Chapter 47.26 RCW. WSR 08-21-005, § 479-10-160, filed 10/2/08, effective 11/2/08.]

**WAC 479-10-170 Small city match funding eligibility and application.** Cities may request matching funds for projects that meet TIB eligibility requirements for small city preservation program funding as described in WAC 479-10-120 and 479-10-121. A TIB funding application form must be submitted to apply for match funding.

The executive director may award match funding on a first-come, first-served basis to the limit established in WAC 479-14-215 or otherwise set by the board.

[Statutory Authority: Chapter 47.26 RCW. WSR 12-08-060, § 479-10-170, filed 4/3/12, effective 5/4/12; WSR 10-14-027, § 479-10-170, filed 6/28/10, effective 7/29/10.]

**WAC 479-10-171 Restriction on use of small city match funding.** Match funds are only for transportation projects funded through federal transportation grants. All other local sources must be sought before applying for match funds from TIB.

[Statutory Authority: Chapter 47.26 RCW. WSR 10-14-027, § 479-10-171, filed 6/28/10, effective 7/29/10.]

**WAC 479-10-172 Small city match funding priority.**

If funds remain after small city preservation program projects are funded, match funds may be committed to eligible projects. The priority for funding is in the order in which the applications are received until the available funds are fully allocated.

[Statutory Authority: Chapter 47.26 RCW. WSR 10-14-027, § 479-10-172, filed 6/28/10, effective 7/29/10.]

**WAC 479-10-173 If small city match funding is fully allocated.** If an eligible application is received after all of the funding is allocated, the local agency may seek board approval for funding at the next scheduled board meeting from the notice of denial from TIB staff. The notice of denial may be in the form of an email or letter.

[Statutory Authority: Chapter 47.26 RCW. WSR 10-14-027, § 479-10-173, filed 6/28/10, effective 7/29/10.]

**WAC 479-10-174 Small city match funding increases.** Increases in match funding for chosen projects may be made within the executive director's authority in accordance with WAC 479-01-060.

[Statutory Authority: Chapter 47.26 RCW. WSR 10-14-027, § 479-10-174, filed 6/28/10, effective 7/29/10.]

**WAC 479-10-200 Intent of the city hardship assistance program.** The city hardship assistance program provides rehabilitation and maintenance funds for eligible routes pursuant to RCW 47.26.164.

[Statutory Authority: Chapter 47.26 RCW. WSR 08-21-005, § 479-10-200, filed 10/2/08, effective 11/2/08.]

**WAC 479-10-210 Who is eligible for city hardship assistance program funds.** Eligible cities are those with a population of twenty thousand or less with a net gain in cost responsibility due to a road jurisdictional transfer.

[Statutory Authority: Chapter 47.26 RCW. WSR 08-21-005, § 479-10-210, filed 10/2/08, effective 11/2/08.]

**WAC 479-10-220 What routes are eligible for city hardship assistance program funds.** The following routes are eligible to receive city hardship assistance funds for maintenance:

- (1) Clarkston, Old SR 128, 0.13 Miles, SR 12 to Poplar Street;
- (2) Kelso, Old SR 431, 0.90 Miles, SR 5 to Cowlitz Way; Old I-5, 1.20 Miles, north end of Coweeman River Bridge to 2,480 feet south of Haussler Road and those sections of Kelso Drive, Minor Road, Grade Street and Kelso Avenue referred to in the memorandum of understanding for this turn back, approximately 2.7 miles;
- (3) Leavenworth, Old SR 209, 0.11 Miles, SR 2 to 260 feet north of Fir Street;
- (4) Milton, Old SR 514, 2.46 Miles, Junction SR 99 to 50 feet west of SR 161;
- (5) Napavine, Old SR 603, 0.79 Miles, 810 feet southwest of Lincoln Street to 8th Avenue West;
- (6) Pomeroy, Old SR 128, 0.72 Miles, SR 12 to 2,690 feet south of Arlington Avenue;
- (7) Sequim, Washington Avenue - Simdars Road to Sunnyside Avenue and 3rd Avenue to 9th Avenue;

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(8) Skykomish, Old SR 2 Spur, 0.16 Miles, SR 2 to Railroad Avenue;

(9) Stanwood, Old SR 530, 1.59 Miles, 790 feet north of 86th Drive NW to 740 feet northwest of 72nd Avenue NW;

(10) Toledo, Old SR 505, 0.12 Miles, Fifth Street to 210 feet northwest of Sixth Street;

(11) Toppenish, Old SR 220, 0.27 Miles, Junction SR 22 to 630 feet east of Linden Road;

(12) Vader, Old SR 411, 0.25 Miles, 520 feet south of SR 506 to 1,840 feet south of SR 506;

(13) Washougal, Old SR 140, 0.70 Miles, SR 14 to west end of Washougal River Bridge;

(14) Winlock, Old SR 603, 0.61 Miles, Walnut Street to 160 feet south of Olequa Creek Bridge.

[Statutory Authority: Chapter 47.26 RCW. WSR 08-21-005, § 479-10-220, filed 10/2/08, effective 11/2/08.]

**WAC 479-10-230 How to request city hardship assistance program funds.** To request funding for eligible routes, the city should submit a letter of application including a treatment plan and cost estimate for the project. The request will be due by August 31st of the year prior to treatment, unless otherwise authorized by the executive director.

[Statutory Authority: Chapter 47.26 RCW. WSR 08-21-005, § 479-10-230, filed 10/2/08, effective 11/2/08.]

**WAC 479-10-240 Phases for city hardship assistance program.** City hardship assistance program projects will have the following phases:

- (1) Application phase - Letter of application including the treatment plan and cost estimate submitted under WAC 479-10-230.
- (2) Design and construction phase - Documents that must be received prior to phase approval:
  - (a) Fuel tax agreement or WSDOT task order agreement.
  - (b) Consultant agreement (if applicable).
- (3) Project closeout phase - Project cost documentation must be received prior to final payment.

[Statutory Authority: Chapter 47.26 RCW. WSR 08-21-005, § 479-10-240, filed 10/2/08, effective 11/2/08.]

**WAC 479-10-250 Funding limitations for city hardship assistance program projects.** Funding is to be used for maintenance and rehabilitation of existing facilities and not for adding additional capacity or facilities.

[Statutory Authority: Chapter 47.26 RCW. WSR 08-21-005, § 479-10-250, filed 10/2/08, effective 11/2/08.]

**WAC 479-10-260 No match is required for city hardship assistance program projects.** There is no local agency matching funds requirement for city hardship assistance program projects.

[Statutory Authority: Chapter 47.26 RCW. WSR 08-21-005, § 479-10-260, filed 10/2/08, effective 11/2/08.]

**WAC 479-10-270 Spending any residual amount of city hardship assistance program funds.** Any residual funds remaining at the end of the biennium will be spent on small city preservation program projects.

[Statutory Authority: Chapter 47.26 RCW. WSR 08-21-005, § 479-10-270, filed 10/2/08, effective 11/2/08.]

**WAC 479-10-300 Intent of the arterial preservation program.** The intent of the arterial preservation program is to aid urban cities with low assessed property valuation preserve arterial pavement.

[Statutory Authority: Chapter 47.26 RCW. WSR 13-20-087, § 479-10-300, filed 9/30/13, effective 10/31/13.]

**WAC 479-10-310 Who is eligible for arterial preservation program funds.** Incorporated cities with a population of five thousand or more and an assessed property valuation below a maximum valuation established annually by the board are eligible to receive arterial preservation program funding.

[Statutory Authority: Chapter 47.26 RCW. WSR 15-22-052, § 479-10-310, filed 10/29/15, effective 11/29/15; WSR 13-20-087, § 479-10-310, filed 9/30/13, effective 10/31/13.]

**WAC 479-10-320 Projects eligible for arterial preservation program funds.** Eligible roadway projects are:

- (1) Improvements on city-owned federally classified arterials;
- (2) City-owned federal arterial functional classification projects within cities qualifying for urban designation upon the next federal census; and
- (3) City-owned urban streets, not functionally classified at the time of award, but meeting federal functional classification prior to approval to expend board funds.

[Statutory Authority: Chapter 47.26 RCW. WSR 13-20-087, § 479-10-320, filed 9/30/13, effective 10/31/13.]

**WAC 479-10-323 Arterial preservation program allowable street system treatments and funding uses.** The type of treatment allowed will be based on the pavement condition rating, treatment types available in the area, and concurrence by the local agency. Funding can be used for resurfacing of existing streets, required ADA ramp upgrades, and minor associated sidewalk repairs.

[Statutory Authority: Chapter 47.26 RCW. WSR 13-20-087, § 479-10-323, filed 9/30/13, effective 10/31/13.]

**WAC 479-10-330 Consideration of arterial preservation program funding requests.** To be considered for funding a project under the arterial preservation program, an eligible agency must submit a funding application in response to a TIB call for projects.

[Statutory Authority: Chapter 47.26 RCW. WSR 13-20-087, § 479-10-330, filed 9/30/13, effective 10/31/13.]

**WAC 479-10-370 Arterial preservation program city matching funds.** The arterial preservation program provides funding when program funds are matched by any other non-TIB funds as follows:

- (1) If the city assessed valuation is less than one billion dollars, the matching rate is ten percent of the total project costs;
- (2) If the city valuation is one billion dollars to two and one-half billion dollars, the matching rate is fifteen percent of the total project costs;

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(3) If the city valuation is over two and one-half billion dollars, the matching rate is twenty percent of the total project costs.

[Statutory Authority: Chapter 47.26 RCW. WSR 13-20-087, § 479-10-370, filed 9/30/13, effective 10/31/13.]

**WAC 479-10-400 Intent of the streetlight program.** The intent of the streetlight program is to provide funding for cities to modernize their street lights to current technology.

[Statutory Authority: Chapter 47.26 RCW. WSR 15-22-052, § 479-10-400, filed 10/29/15, effective 11/29/15.]

**WAC 479-10-410 Who is eligible for streetlight program funds.** Agencies eligible to receive streetlight program funding are:

- (1) Incorporated cities with a population less than five thousand; and
- (2) Incorporated cities with a population of five thousand or more with an assessed property valuation below a maximum valuation established by the board based on available funding.

For the purposes of determining population, cities may exclude the population of any state correctional facility located within the city.

[Statutory Authority: Chapter 47.26 RCW. WSR 15-22-052, § 479-10-410, filed 10/29/15, effective 11/29/15.]

**WAC 479-10-420 Work eligible for streetlight program funds.** Eligible projects include:

- (1) Replacement of existing luminaires;
- (2) Replacement of existing streetlight infrastructure may be included when:
  - (a) The infrastructure is required for installation of new luminaires; and
  - (b) The cost is determined by TIB to be appropriately borne by the city.
- (3) Placement of new lights when necessary as determined by the executive director or board.

[Statutory Authority: Chapter 47.26 RCW. WSR 15-22-052, § 479-10-420, filed 10/29/15, effective 11/29/15.]

**WAC 479-10-422 When streetlights are on state routes facilities.** WSDOT approval is required in advance of award of TIB funding.

[Statutory Authority: Chapter 47.26 RCW. WSR 15-22-052, § 479-10-422, filed 10/29/15, effective 11/29/15.]

**WAC 479-10-430 Project types for the streetlight program.** To be considered for a project under the streetlight program, a streetlight program project may be identified through the following ways:

- (1) An eligible agency may submit a funding application in response to a TIB call for projects;
- (2) TIB may select eligible agencies based on opportunities provided by an electrical service provider; or
- (3) TIB may select eligible agencies based on other board established criteria.

[Statutory Authority: Chapter 47.26 RCW. WSR 15-22-052, § 479-10-430, filed 10/29/15, effective 11/29/15.]

**WAC 479-10-440 Project award criteria for the streetlight program.** When funds are available projects may be awarded by the board based on cost savings for the city, installation efficiency, or energy savings. Availability of other funding sources or rebates may also be considered.

[Statutory Authority: Chapter 47.26 RCW. WSR 15-22-052, § 479-10-440, filed 10/29/15, effective 11/29/15.]

**WAC 479-10-450 Project phases for the streetlight program.** Streetlight program projects will have three phases. Each phase will require specific documentation as described below and each phase must be approved before the applicant agency is eligible to receive the related funding:

(1) Application phase - The city shall submit an application form as well as documentation showing scope, schedule, and budget.

(2) Design and construction phase - TIB will provide documents for the city to sign and return. The city must submit the following agreements where utilized:

- (a) Grant agreement;
- (b) Rights of entry agreement (if applicable);
- (c) Consultant agreement (if applicable).

(3) Project closeout phase - All necessary project cost documentation must be received prior to final payment.

[Statutory Authority: Chapter 47.26 RCW. WSR 15-22-052, § 479-10-450, filed 10/29/15, effective 11/29/15.]

**WAC 479-10-500 What is the purpose and authority for the complete streets grant program?** The transportation improvement board (TIB) adopts rules necessary to implement the complete streets grant program authorized in RCW 47.04.320. The purpose of the program is to encourage local agencies to adopt ordinances calling for street and road designs that incorporate access to all users, including, bicyclists, pedestrians, motorists and public transportation riders by providing a financial incentive.

[Statutory Authority: Chapter 47.26 RCW. WSR 17-09-018, § 479-10-500, filed 4/10/17, effective 5/11/17.]

**WAC 479-10-510 What local governments are eligible for the complete streets grant program?** A city or county is eligible to receive a grant award from the complete streets grant program when it has a jurisdiction-wide complete streets ordinance adopted by its council or commission.

[Statutory Authority: Chapter 47.26 RCW. WSR 17-09-018, § 479-10-510, filed 4/10/17, effective 5/11/17.]

**WAC 479-10-520 How are local governments selected for complete streets grant funding?** In order to be considered for funding, an eligible city or county must be nominated by an approved nominating organization. Complete streets grant funding is an incentive payment, recognizing local governments that plan, design, and build with consideration for all users, high continuity with existing infrastructure, and sound engineering principles based on peer reviewed guides, reports and publications consistent with the purposes of the program. A nominating organization, keeping these guidelines in mind, may at its discretion nominate an eligible local government for a complete streets grant. The transportation improvement board will select the best nominated local government, within available funding. Funding

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associated with the a grant award may be used to complete projects or activities identified on an approved work plan.

[Statutory Authority: Chapter 47.26 RCW. WSR 17-09-018, § 479-10-520, filed 4/10/17, effective 5/11/17.]

**WAC 479-10-530 Who can nominate?** The board will approve nominating organizations. The board may add or eliminate nominating organizations in advance of each call for nominations. Nominating organizations must be:

- (1) Washington state government agencies that have an interest in transportation; or
- (2) Statewide nonprofit groups that have transportation as part of their organizational purpose.

[Statutory Authority: Chapter 47.26 RCW. WSR 17-09-018, § 479-10-530, filed 4/10/17, effective 5/11/17.]

**WAC 479-10-540 How many nominations may each nominator submit?** The board will set a limit on the number of nominations available to each nominating organization, based on the pool of eligible local governments and the relative size of the nominating organization compared to other nominators.

[Statutory Authority: Chapter 47.26 RCW. WSR 17-09-018, § 479-10-540, filed 4/10/17, effective 5/11/17.]

**WAC 479-10-550 The board may nominate eligible local governments.** The board may nominate eligible local governments if the nominating organizations do not provide sufficient nominations to utilize available funds or the nominations received do not reflect appropriate geographic or local government diversity.

[Statutory Authority: Chapter 47.26 RCW. WSR 17-09-018, § 479-10-550, filed 4/10/17, effective 5/11/17.]

**WAC 479-10-560 How will nominated local governments be evaluated for the complete streets grant program?** Nominated local governments may be selected for a grant award based on the following factors:

- (1) Quality of the adopted complete streets ordinance;
- (2) Level of integration of the complete streets ethic in planning documents;
- (3) Presence of community outreach and engagement in street or road plans and projects;
- (4) Past projects constructed for existing and expected users;
- (5) Future project designs or plans that adhere to complete streets guidelines;
- (6) Other factors as determined by the board.

[Statutory Authority: Chapter 47.26 RCW. WSR 17-09-018, § 479-10-560, filed 4/10/17, effective 5/11/17.]

**WAC 479-10-570 What projects are eligible?** The following types of improvements are permitted uses:

- (1) Pedestrian infrastructure;
- (2) Bicycle infrastructure;
- (3) Street or road systems modifications that provide or improve access to public transit;
- (4) Aesthetic improvements to the streetscape associated with the street or road system; and

(5) Other activities consistent with RCW 47.04.320 may be authorized by the board on a case-by-case basis.

[Statutory Authority: Chapter 47.26 RCW. WSR 17-09-018, § 479-10-570, filed 4/10/17, effective 5/11/17.]

**WAC 479-10-580 How is the work plan determined?**

Staff will work with the local government to determine eligible items that may be approved on the work plan. Projects may include work that is contracted out or work that is performed by local government staff for construction, installation, and significant repair of street or road related infrastructure, and capital planning processes that include an implementation plan for such infrastructure work. Automobile, freight access requirements, impact on sensitive environmental areas, and preserving the community character may also be taken into consideration.

[Statutory Authority: Chapter 47.26 RCW. WSR 17-09-018, § 479-10-580, filed 4/10/17, effective 5/11/17.]

**WAC 479-10-590 How to make changes to the work plan.** Work plans may be modified by request to the executive director within awarded funding. Savings from the approved work plan may be reprogrammed into additional work plan items.

[Statutory Authority: Chapter 47.26 RCW. WSR 17-09-018, § 479-10-590, filed 4/10/17, effective 5/11/17.]

**WAC 479-10-600 When will the grant award payment be made?** The grant award payment will be made after TIB approval of the eligible project work plan and a grant award agreement is fully executed. Funds shall be held by the local government in a separate and identifiable account and used only on the approved work plan. Funding not expended on a work plan item within three years of the grant award date shall be returned within ninety days after receipt of the transportation improvement board's written notification.

[Statutory Authority: Chapter 47.26 RCW. WSR 17-09-018, § 479-10-600, filed 4/10/17, effective 5/11/17.]

**WAC 479-10-610 How is the amount of the incentive payment determined?** The award amount for eligible project work plans will be based on the following factors:

- (1) Level of commitment to complete streets ethic;
- (2) Available funds;
- (3) Total number of eligible agencies nominated;
- (4) History of complete streets projects; and
- (5) Cost to implement the approved work plan.

[Statutory Authority: Chapter 47.26 RCW. WSR 17-09-018, § 479-10-610, filed 4/10/17, effective 5/11/17.]

**WAC 479-10-620 What is required at grant award closeout?** Within ninety days after the grant funds are fully expended or three years after the grant award date, whichever comes first, the local government shall provide an itemized list of expenditures and written certification that all grant funds were only expended on eligible work plan items. The board may require additional documentation of expenditures prior to closeout. If not all grant funds were expended, the local government shall return unused funds to the board along with the closeout materials. Should the board deter-

mine that some funding was not expended on eligible work plan items; the local government shall return such funds to the board within ninety days after receipt of the board's written notice.

[Statutory Authority: Chapter 47.26 RCW. WSR 17-09-018, § 479-10-620, filed 4/10/17, effective 5/11/17.]

**WAC 479-10-630 When can eligible local governments who have already received an award, receive a new award?** Eligible local governments may receive a grant award in subsequent years only after previously awarded funds are expended or returned as provided in WAC 479-10-620.

[Statutory Authority: Chapter 47.26 RCW. WSR 17-09-018, § 479-10-630, filed 4/10/17, effective 5/11/17.]