

TRANSMITTAL OF RULES ADOPTED

FROM: COUNTY ROAD ADMINISTRATION BOARD  
(Name of Agency)

TO: CODE REVISER  
LEGISLATIVE BLDG (Southwest Corner, Ground Floor)  
Olympia 98501

The enclosed Permanent rules  , being order No. 7  
Emergency rules   
relating to (Name of rules or description of subject matter)

A Standard of Good Practice regarding work performed for other  
public agencies by the county road department.

(ALTERNATIVE A. Use only for adoption of permanent rules)


pursuant to Notice No. 2041 <sup>①</sup> filed with the code reviser  
on 4-24-68 <sup>②</sup> were regularly adopted as permanent rules of this  
(date)  
agency at Vancouver, Washington on 6-6-68 and are herewith  
(place) (date)  
filed in the office of the code reviser pursuant to chapter 34.04  
RCW. The effective date of such rules shall be \_\_\_\_\_ <sup>③</sup>

(ALTERNATIVE B. Use only for adoption of emergency rules)

pursuant to its finding that the immediate adoption of  
these rules is necessary for the preservation of the public  
health, safety, or general welfare and that observance of the  
requirements of notice and opportunity to present views on  
the proposed action would be contrary to the public interest,  
were regularly adopted as emergency rules of this agency at  
\_\_\_\_\_ on \_\_\_\_\_ and are herewith filed in  
(place) (date)  
the office of the code reviser pursuant to chapter 34.04 RCW.

Dated this 11 day of June 1968.

STATE OF WASHINGTON  
**FILED**  
JUN 12 1968  
CODE REVISER'S OFFICE  
DOCKET # 2079 FILE # /

COUNTY ROAD ADMINISTRATION BOARD  
(AGENCY)  
  
By \_\_\_\_\_  
ADMINISTRATIVE ENGINEER  
Title

- ① NOTICE NUMBER AS APPEARS ON THE COPY OF NOTICE RETURNED TO YOU BY REVISER'S OFFICE (IF PROCEEDINGS WERE CONTINUED, USE NO. OF LAST NOTICE)
- ② STAMPED DATE AS APPEARS ON THE COPY OF NOTICE RETURNED TO YOU BY REVISER'S OFFICE (IF PROCEEDINGS WERE CONTINUED, USE DATE OF LAST NOTICE)
- ③ UNLESS A LATER DATE IS SPECIFIED IN THIS ORDER OR IS PRESCRIBED IN ANOTHER STATUTE, RULES ARE EFFECTIVE 30 DAYS AFTER FILING: RCW 34.04.040. LEAVE THIS SPACE BLANK EXCEPT IN SUCH SPECIAL CASES.

COUNTY ROAD ADMINISTRATION BOARD

REGULATION NO. 7

REGULATION OF THE COUNTY ROAD ADMINISTRATION BOARD,  
ESTABLISHING A STANDARD OF GOOD PRACTICE FOR COUNTY  
ROAD ADMINISTRATION REGARDING WORK PERFORMED FOR OTHER  
PUBLIC AGENCIES BY THE COUNTY ROAD DEPARTMENT

WHEREAS, Chapter 120, Laws of 1965, First Extraordinary  
Session, created the County Road Administration Board to formulate  
and adopt uniform and general practices relating to the administration  
of county roads for the several counties of the state, and

WHEREAS, The Board deems it to be a standard of good practice  
that county road department work for other public agencies be adequately  
documented. Now, Therefore,

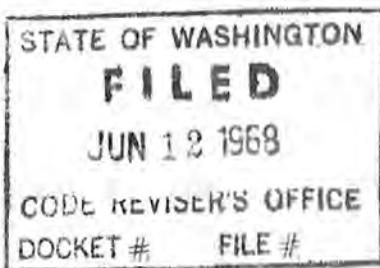
BE IT ESTABLISHED BY THE COUNTY ROAD ADMINISTRATION  
BOARD:

Section 1. The Standard of Good Practice regarding work performed  
for other public agencies by the county road department, which is  
designated WAC 136-32, attached hereto, be and the same is hereby  
adopted as a standard of good practice for the several counties of the  
State of Washington.

Section 2. The Standard as adopted hereby shall become effective  
immediately and shall be adhered to by all counties in the state.

Established and adopted by the Board this 6<sup>th</sup> day of June,  
1968 at a hearing held pursuant to notice given as required by law.

  
Chairman



Chapter 32

STANDARD OF GOOD PRACTICE  
REGARDING WORK PERFORMED FOR  
OTHER PUBLIC AGENCIES  
BY THE COUNTY ROAD DEPARTMENT

WAC 136-32-010 PURPOSE. A county road department may perform work for other public agencies and for other county departments only as authorized by statute. Complete written documentation of all road fund expenditures on behalf of other public agencies and county departments, whether reimbursable or not, is necessary in order to meet statutory and audit requirements.

WAC 136-32-020 PROCEDURE--PUBLIC AGENCIES. Whenever a county road department contemplates the performance of any work requested by a public agency it shall first enter into an appropriate written agreement approved by the legislative body of both the county and the requesting agency. The terms of such agreement shall satisfy the requirements of Chapter 239, Laws of 1967, RCW 35.77.020 et. seq., RCW-36.75.200 et. seq., and/or any other appropriate legislative requirement. Such agreements need not be limited to individual jobs but may provide long term arrangements mutually agreeable and consistent with statute.

WAC 136-32-030 -----INTERDEPARTMENTAL. Whenever a department of the county desires work to be performed by the county road department, the department must submit a written request to the county engineer, describing the work requested, financial considerations, and time for performance or completion. The county engineer shall examine the request and submit it to the board of county commissioners with his recommendations and comments. The board shall in writing either approve, modify or disapprove said request. All such work performed by the county road department for and on behalf of other departments of the county shall be on a reimbursable cost basis in accordance with terms set forth in the request and approved by the board.

WAC 136-32-040 RECORDS. The county engineer shall maintain appropriate records of all agreements for work requested by other public agencies and of all approved interdepartmental requests. He shall keep complete fiscal records of all such work in the same manner as prescribed for normal road department activity.