

(4) During the course of the informal hearing conducted by the president or designee under this section, the hearing officer shall consider the obligations of the college fully to comply with the intent of chapter 42.17 RCW insofar as it requires providing public access to official records, but shall also consider the exemptions provided in chapter 42.17 RCW insofar as it requires the college to protect public records from damage or disorganization, prevent excessive interference with essential functions of the agency, and to prevent any unreasonable invasion of personal privacy by deleting identifying details. [Statutory Authority: RCW 28B.50-.140, 78-12-049 (Order 78-72, Resolution 78-72), § 132W-276-110, filed 11/28/78; Order 73-35, § 132W-276-110, filed 7/23/73.]

WAC 132W-276-200 Repealed. See Disposition Table at beginning of this chapter.

WAC 132W-276-210 Repealed. See Disposition Table at beginning of this chapter.

WAC 132W-276-220 Repealed. See disposition Table at beginning of this chapter.

- (4) Contractual services.
 - (a) Authorization for contractual services shall be by action of the governing body and shall be so recorded in the conservation district's official proceedings.
 - (b) A copy of any contract shall be filed with the conservation commission.
 - (c) Copies of receipts, orders, agreements, or transactions shall be submitted to the conservation district treasurer. [Statutory Authority: RCW 89.08.070(5), 78-08-045 (Order CC 78-1), § 135-10-030, filed 7/18/78; Order CC 77-1, § 135-10-030, filed 12/14/77; Order 2-73, § 135-10-030, filed 11/19/73.]

WAC 135-10-040 Distribution categories. The conservation commission shall distribute funds directly, on a priority basis, to conservation districts for program activities within the following categories:

- (1) Long-range programs and program development
- (2) Special programs
- (3) District administration
- (4) District elections
- (5) Information and education. [Statutory Authority: RCW 89.08.070(5), 78-08-045 (Order CC 78-1), § 135-10-040, filed 7/18/78; Order 2-73, § 135-10-040, filed 11/19/73.]

**Title 135 WAC
CONSERVATION, COMMISSION ON**

Chapter 135-10 Governing the use of funds.

**Chapter 135-10 WAC
GOVERNING THE USE OF FUNDS**

WAC	
135-10-030	Guidelines.
135-10-040	Distribution categories.

WAC 135-10-030 Guidelines. Funds will be distributed to conservation districts by the conservation commission only upon receipt of a properly executed grant request form and will be for uses approved by the commission and subject to fulfilling the following requirements:

- (1) Wages, salaries and related benefits.
 - (a) Employment of district personnel shall be by action of the governing body, and shall include a contract or work agreement, a copy of which shall be filed with the conservation commission, Olympia, Washington.
 - (b) Employee slips shall be submitted monthly to the conservation district treasurer.
- (2) Travel and out-of-pocket expenses.
 - (a) Supervisors, employees, and agents shall submit travel vouchers monthly to conservation district treasurer.
- (3) Supplies.
 - (a) Receipts for supplies purchased shall be submitted to the conservation district treasurer.

**Title 136 WAC
COUNTY ROAD ADMINISTRATION
BOARD**

Chapters	
136-10	Duties of county road engineer--Commissioners.
136-18	Administration of county constructed projects.
136-20	Inspection of bridges on county roads.
136-32	Standard of good practice--Work performed for other public agencies by the county road department.

**Chapter 136-10 WAC
DUTIES OF COUNTY ROAD ENGINEER--
COMMISSIONERS**

WAC	
136-10-050	Written policy.

WAC 136-10-050 Written policy. In order to implement the requirements of this chapter, the county legislative authority shall develop and by resolution adopt written policy covering any matters relating to road department operation as they may see fit. Certain specific matters enumerated herein must be covered by such policy[,] to wit:

- (1) Policy Regarding Organization. A chart or pictorial representation showing in detail the interrelationship of all positions in the road department from the Board of

County Commissioners down through all employees. The chart shall clearly show the complete line of command throughout the entire organization. Copies of such chart shall be prominently posted in the office of the county road engineer and road department shops in such a manner that it will be readily available to all road department employees and the general public.

(2) Policy Regarding Personnel Practices. A complete written statement of all policy relating to the personnel of the road department including but not limited to recruitment, appointment, promotion, dismissal, hours of work, overtime, annual leave, sick leave, military leave, holidays, classification, union relationship where applicable, and general work rules. Copies of such statement shall be prominently posted in the office of the county road engineer and road department shops in such a manner that it will be readily available to all road department employees and prospective employees.

(3) Policy Regarding Handling of Complaints. A written statement setting forth a method by which complaints from the general public related to any road department activity will be handled. The purpose is to assure that each county will have an orderly procedure to assure that citizen complaints receive prompt attention.

(4) Policy Regarding Approval of Work for Other Public Agencies and county departments[.] A written statement to supplement chapter 136-32 WAC including but not limited to the following:

- (a) Statement of intent indicating whether or not the board will accept requests for work for other public agencies or other county departments.
- (b) Statement indicating procedures to be followed in processing such requests in accordance with statutes and chapter 136-32 WAC.
- (c) Statement indicating any delegation of authority in processing such requests.

[Statutory Authority: Chapter 36.78 RCW. 79-01-096 (Order 33), § 136-10-050, filed 1/3/79; Order 14, § 136-10-050, filed 7/30/70, effective 1/1/71; Order 10, § 136-10-050, filed 12/10/68, effective 4/1/69.]

Reviser's Note: RCW 34.04.058 requires the use of underlining and deletion marks to indicate amendments to existing rules, and deems ineffectual changes not filed by the agency in this manner. The bracketed material in the above section does not appear to conform to the statutory requirement.

Chapter 136-18 WAC

ADMINISTRATION OF COUNTY CONSTRUCTED PROJECTS

WAC

136-18-020	Definitions.
136-18-030	[Authorization of projects.]
136-18-040	Repealed.
136-18-050	Construction limitations.
136-18-060	Project records.

136-18-070 Records to CRAB.

DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER

136-18-040 Location of projects. [Order 27, § 136-18-040, filed 1/27/76.] Repealed by 79-01-098 (Order 35), filed 1/3/79. Statutory Authority: Chapter 36.78 RCW.

WAC 136-18-020 Definitions. For purposes of implementing the requirements of RCW, the following definitions shall apply:

(1) Construction – the building of a new road facility or improvement of an existing facility to a higher geometric or structural standard.

(2) Day labor construction – construction performed by personnel carried on the county payroll using county owned, leased[,] or rented equipment.

(3) Authorization date – the date that construction is authorized.

(4) Start of construction – the date that construction work commences.

[(5)] End of construction – the date that construction work is completed[.]

[(6)] Completion date – the date on which a county road project is closed in the accounting records[.]

[(7)] Estimated construction costs – the county engineer's estimate of the cost of contemplated constructed work, not including engineering and right of way acquisition costs[.]

[(8)] Estimated project costs – the county engineer's estimate of the cost of engineering, right of way acquisition, and construction[.]

[(9)] True and complete construction costs – the accounting record of all construction costs attributed to a county road project from the authorization date to the completion date[.]

[(10)] True and complete project costs – the accounting record of all engineering, right of way acquisition, and construction costs attributed to a county road project from the authorization date to the completion date[.]

[(11)] Project – any combination of construction activities whose completion will result in a facility with independent utility[.]

[(12)] County road project – a road project possessing independent utility and authorized by action of the county legislative authority. The following types of county road projects will normally have sufficient independent utility to constitute separate projects within the meaning of RCW 36.77.060[:.] [Statutory Authority: Chapter 36.78 RCW. 79-01-098 (Order 35), § 136-18-020, filed 1/3/79; Order 27, § 136-18-020, filed 1/27/76.]

Reviser's Note: RCW 34.04.058 requires the use of underlining and deletion marks to indicate amendments to existing rules, and deems ineffectual changes not filed by the agency in this manner. The bracketed material in the above section does not appear to conform to the statutory requirement.

Reviser's Note: The remainder of WAC 136-18-020 appears to be a part of WAC 136-18-070, beginning with "Type I." Both sections were filed on January 3, 1979, by Order 27. WAC 136-18-020 is set forth above as filed by the County Road Administration Board.

WAC 136-18-030 [Authorization of projects.] Every proposed day labor county road project shall be a part of the county's annual construction program as defined in RCW 36.81.130 and WAC 136-16-020. Additions to the program, and/or substitutions in the program, may be made by unanimous action of the county legislative authority at any time as provided in RCW 36.81.130. No construction work shall be done on any project until it has been authorized by resolution of said authority. The resolution shall include (a) a brief description of the project, (b) a vicinity map showing the location of the project and its limits, provided that in lieu of individual vicinity maps, a single vicinity map showing the location of all projects may be included with the resolution adopting the annual program, (c) identification of the project in terms of the officially adopted annual program, (d) the county road engineer's estimate of construction costs prepared pursuant to the completion of such preliminary engineering and construction plans as shall be necessary and sufficient. [Statutory Authority: Chapter 36.78 RCW. 79-01-098 (Order 35), § 136-18-030, filed 1/3/79; Order 27, § 136-18-030, filed 1/27/76.]

WAC 136-18-040 Repealed. See Disposition Table at beginning of this chapter.

WAC 136-18-050 Construction limitations. County road day labor projects shall be limited to those construction activities which possess independent utility and which include only classes or units of work of a particular type, as set forth in WAC 136-18-020(12)[.] [Statutory Authority: Chapter 36.78 RCW. 79-01-098 (Order 35), § 136-18-050, filed 1/3/79; Order 27, § 136-18-050, filed 1/27/76.]

Reviser's Note: RCW 34.04.058 requires the use of underlining and deletion marks to indicate amendments to existing rules, and deems ineffectual changes not filed by the agency in this manner. The bracketed material in the above section does not appear to conform to the statutory requirement.

WAC 136-18-060 Project records. All project cost records shall be kept in the manner prescribed by the BARS Manual. Records of quantities shall be kept in a manner consistent with original project estimates. The project records shall contain, but shall not be limited to, the following: (a) Dated authorizing resolution, (b) vicinity map showing project location and limits, (c) county road engineer's estimate, (d) affidavit of preconstruction publication required by RCW 36.77.070, (e) documentation of start and end of construction dates, (f) affidavit of post-construction publication showing true and complete project cost. [Statutory Authority: Chapter 36.78 RCW. 79-01-098 (Order 35), § 136-18-060, filed 1/3/79; Order 27, § 136-18-060, filed 1/27/76.]

WAC 136-18-070 Records to CRAB. Each county engineer shall submit to CRAB a copy of each resolution authorizing a day labor county road project whose estimated construction cost exceeds 75 per cent of the day labor limit. Upon completion of each of these projects, or no later than March 1 of the succeeding year, the

county engineer shall furnish to CRAB a copy of the record of true and complete construction costs. On any project where true and complete construction costs have exceeded the statutory day labor limit, the engineer shall also provide to CRAB an explanation of the circumstances resulting in such over-expenditure.

Type I. Roadway construction – a project which includes units of work or classes of work such as clearing, grading, drainage, base, gravel surfacing, traffic and pedestrian services (except street lighting and electrical traffic control devices), roadside development and ancillary operations[.]

Type II. High type surfacing – a project which includes units of work or classes of work such as surfaces of light bituminous, road mix, travel plant mix[,] pug mill mix, hot plant mix and concrete.

Type III. Structures – bridges over 20 feet in length, tunnels[,] sea walls, irrigation canals, and livestock crossings[.]

Type IV. Street lighting and electrical traffic control devices[.]

(13) Day labor county road project – a county road project having an estimated construction cost less than the statutory day labor limit, which the county legislative authority determines should be performed by day labor construction[.] [Statutory Authority: Chapter 36.78 RCW. 79-01-098 (Order 35), § 136-18-070, filed 1/3/79; Order 27, § 136-18-070, filed 1/27/76.]

Reviser's Note: RCW 34.04.058 requires the use of underlining and deletion marks to indicate amendments to existing rules, and deems ineffectual changes not filed by the agency in this manner. The bracketed material in the above section does not appear to conform to the statutory requirement.

Reviser's Note: A part of WAC 136-18-070 beginning with "Type I," appears to be part of WAC 136-18-020. Both sections were filed on January 3, 1979, by Order 27. WAC 136-18-070 is set forth above as filed by the County Road Administration Board.

Chapter 136-20 WAC

INSPECTION OF BRIDGES ON COUNTY ROADS

WAC	
136-20-010	Purpose.
136-20-020	Inventory.
136-20-030	Inspection.
136-20-040	Certification.
136-20-050	Failure to comply.
136-20-060	Engineer's report.

WAC 136-20-010 Purpose. [Bridges][Bridge] of many kinds are an integral part of every county road system. The safety [and] adequacy of these bridges is of vital importance to the traveling public. A program of regular periodic inspection and reporting is necessary to fully inform each county legislative authority regarding the condition and adequacy of all bridges. [Statutory Authority: Chapter 36.78 RCW. 79-01-099 (Order 36), § 136-20-010, filed 1/3/79; Order 11, § 136-20-010, filed 10/9/69.]

Reviser's Note: RCW 34.04.058 requires the use of underlining and deletion marks to indicate amendments to existing rules, and deems

ineffectual changes not filed by the agency in this manner. The bracketed material in the above section does not appear to conform to the statutory requirement.

WAC 136-20-020 Inventory. Each county road engineer shall have available in his office a complete inventory of all bridges on the county road system. The inventory shall list the location of each bridge by the state road log number and appropriate milepoint, and shall include such other information as the engineer deems necessary. In addition, all data required for the SWIBS bridge inventory shall be submitted to the department of transportation state aid engineer on appropriate forms furnished by the department[.] [Statutory Authority: Chapter 36.78 RCW. 79-01-099 (Order 36), § 136-20-020, filed 1/3/79; Order 11, § 136-20-020, filed 10/9/69.]

Reviser's Note: RCW 34.04.058 requires the use of underlining and deletion marks to indicate amendments to existing rules, and deems ineffectual changes not filed by the agency in this manner. The bracketed material in the above section does not appear to conform to the statutory requirement.

WAC 136-20-030 Inspection. Each county road engineer shall be responsible for inspection of all bridges on the county road system in accordance with the bridge inspection procedure, described in the current edition of the AASHTO Manual for Maintenance Inspection of Bridges. The County Road Engineer shall note the date of inspection and any changes since the previous inspection on the SWIBS form and submit all forms to the state aid engineer at a predetermined time[.] [Statutory Authority: Chapter 36.78 RCW. 79-01-099 (Order 36), § 136-20-030, filed 1/3/79; Order 11, § 136-20-030, filed 10/9/69.]

Reviser's Note: RCW 34.04.058 requires the use of underlining and deletion marks to indicate amendments to existing rules, and deems ineffectual changes not filed by the agency in this manner. The bracketed material in the above section does not appear to conform to the statutory requirement.

WAC 136-20-040 Certification. Submission by the county road engineer of a dated SWIBS form to the state aid engineer shall be construed as certification that inspection of that bridge has been completed in accordance with the AASHTO inspection procedures. Annually, prior to April 1, the state aid engineer will provide CRAB and the engineers of the affected counties a listing of all county bridges for which no SWIBS inspection certification has been received during the previous thirty months. Any county with a bridge or bridges on this listing shall be assumed to be not in compliance with bridge inspection procedures[.] [Statutory Authority: Chapter 36.78 RCW. 79-01-099 (Order 36), § 136-20-040, filed 1/3/79; Order 22, § 136-20-040, filed 4/19/73; Order 11, § 136-20-040, filed 10/9/69.]

Reviser's Note: RCW 34.04.058 requires the use of underlining and deletion marks to indicate amendments to existing rules, and deems ineffectual changes not filed by the agency in this manner. The bracketed material in the above section does not appear to conform to the statutory requirement.

WAC 136-20-050 Failure to comply. Failure of a county to be shown in compliance with required bridge inspection procedures may be cause for the County Road Administration Board to withhold a Certificate of Good Practice on behalf of that county. [Statutory Authority: Chapter 36.78 RCW. 79-01-099 (Order 36), § 136-20-050, filed 1/3/79; Order 11, § 136-20-050, filed 10/9/69.]

WAC 136-20-060 Engineer's report. Each county road engineer shall furnish the county legislative authority with a written resume of the findings of the bridge inspection effort. This resume shall be made available to said authority no later than June 1 of each year and shall be consulted during the preparation of the proposed six year program revision. The resume shall include the engineer's recommendations as to replacement, repair or load restriction for each deficient bridge. The resolution of adoption of the six year program shall include assurances to the effect that the engineer's report with respect to deficient bridges was available to [the] said authority during the preparation of the program. [Statutory Authority: Chapter 36.78 RCW. 79-01-099 (Order 36), § 136-20-060, filed 1/3/79; Order 28, § 136-20-060, filed 5/4/76; Order 26, § 136-20-060, filed 5/6/75; Order 22, § 136-20-060, filed 4/19/73; Order 11, § 136-20-060, filed 10/9/69.]

Reviser's Note: RCW 34.04.058 requires the use of underlining and deletion marks to indicate amendments to existing rules, and deems ineffectual changes not filed by the agency in this manner. The bracketed material in the above section does not appear to conform to the statutory requirement.

Chapter 136-32 WAC

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

WAC

136-32-030 Procedure—Interdepartmental.

WAC 136-32-030 Procedure--Interdepartmental. All work to be performed by the county road department for other departments of the county shall be done in accordance with the policy of the county legislative authority regarding approval of work for other public agencies and county departments as required under WAC 136-10-050(4). [Statutory Authority: Chapter 36.78 RCW. 79-01-097 (Order 34), § 136-32-030, filed 1/3/79; Order 7, § 136-32-030, filed 6/12/68.]

Title 139 WAC CRIMINAL JUSTICE TRAINING COMMISSION

Chapters

139-04 Public records and organizational description.