



MEMORANDUM

To: The Honorable Satpal Singh Sidhu, Whatcom County Executive, and
The Honorable Members of the Whatcom County Council

Through: Jon Hutchings, Director *JH*

From: Roland Middleton, Special Programs Manager *RM*

Date: September 22, 2022

RE: Review of specific policies required by the County Road Admin. Board

Requested Action

Approve resolution to adopt policies required by the County Road Administration Board.

Background and Purpose

This past year the County Road Administration Board amended WAC 136-50-050. The new addition includes *"In order to implement the requirements of this chapter, the county legislative authority shall develop and by resolution or ordinance adopt written policies, within the limits of existing state law, that cover any matters relating to county road department administration, maintenance, and construction as they may see fit. At a minimum, the following written policies must be adopted by the legislative authority:*

1. *Organization*
2. *Complaint handling*
3. *Work for others*
4. *County road standards*
5. *Survey monument preservation"*

The policies addressing the five areas of WAC 136-50 are attached and referenced in the draft resolution.

Please contact Roland Middleton at extension 6212, if you have any questions or concerns regarding this issue.

Encl.