

**ROADS & TRANSPORTATION
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SERVICE AREA: Roads & Transportation		PROGRAM: Administration & Engineering (27A)		
ACTIVITY: Secondary Roads Admin & Engineering		ORGANIZATION: Secondary Roads		
PROGRAM MISSION: To provide equal, fair and courteous service for all citizens of Scott County by being accessible, accommodating and responding to the needs of the public by following established policies and procedures.				
PROGRAM OBJECTIVES:				
1. To maintain administration cost under 4% of budget.				
2. To maintain engineering cost under 8% of budget.				
3. To complete 100% of department projects.				
4. To hold project cost to under 110% of budgeted amount.				
PERFORMANCE INDICATORS	2002-03 ACTUAL	2003-04 PROJECTED	2004-05 REQUESTED	2004-05 ADOPTED
DEMAND				
1. Authorized personnel (FTE's)	33.4	35.4	35.4	35.4
2. Department budget	\$4,071,431	\$5,016,700	\$5,916,900	\$5,916,900
3. Administrative and engineering expenses (excluding salaries)	\$26,793	\$41,700	\$51,900	\$51,900
WORKLOAD				
1. Percent of time spent on administration	30.80%	31.70%	30.70%	30.70%
2. Percent of time spent on planning and plan preparation	32.50%	33.00%	31.80%	31.80%
3. Percent of time spent surveying and construction supervision	24.20%	23.80%	25.70%	25.70%
4. Percent of time spent on maint engr/traffic engr/other misc engr	12.50%	11.50%	11.80%	11.80%
PRODUCTIVITY				
1. Cost for administration-salaries	\$150,778	\$151,000	\$155,000	\$155,000
2. Cost for planning and plan preparation-salaries	\$159,031	\$156,975	\$160,615	\$160,615
3. Cost for surveying and construction supervision-salaries	\$118,401	\$113,100	\$129,815	\$129,815
4. Cost for maintenance engr/traffic engr/other misc engr-salaries	\$61,148	\$54,925	\$59,570	\$59,570
5. Cost for administration & engineering expenses (excluding salaries)	\$26,793	\$41,700	\$51,900	\$51,900
EFFECTIVENESS				
1. Administrative cost as a percent of total budget expenditures	3.70%	3.20%	2.60%	2.60%
2. Engineering cost as a percent of total budget expenditures	8.30%	6.90%	5.90%	5.90%
3. Engineering cost as a percent of construction cost (including FM)	19.30%	16.90%	6.60%	6.60%
4. Actual project cost as a percent of construction budget cost	92%	100%	100%	100%
5. Percent of department programs/projects accomplished	100%	100%	100%	100%
ANALYSIS:				
<p>The property tax levy is recommended to stay at the same dollar level as last year. This is possible due to the increase in Road Use Tax that began last year, and the lump sum payment from the State for Old Hwy 61. This money is included in the county budget to be transferred to our FM fund for FY05 construction. Total inter-governmental revenues are recommended to increase \$219,228 or 8.2% due to a \$117,528 increase in Road Use Tax, a \$71,600 increase in state primary road funds due to the Hwy 6 agreement with the State, and a \$30,100 increase in political subdivision revenue. Total miscellaneous revenues are recommended to increase \$1,000 or 7.7%. Total fiscal year revenue for the department is recommended to increase \$220,228 or 4.5% from the FY04 budget.</p> <p>The budget for administration and engineering (27A) is recommended to increase \$39,200 or 7.6%. This is due primarily to a \$25,000 or 7.7% increase in salaries.</p> <p>The total departmental budget (D.2) is recommended to increase \$915,200 or 18.3%</p>		<p>from the FY03-04 original budget. The increase comes from recommended increases in Roadway Maintenance (27B) of \$227,000 or 12.6%, General Roadway Expenditures (27C) of \$54,000 or 4.2%, and Roadway Construction (27D) of \$595,000 or 42.3%. These recommendations are explained in their respective programs. The recommended departmental budget will decrease the secondary roads fund balance by \$767,044. The fund ended FY03 at \$1,917,930 and is anticipated to decrease \$87,072 in FY04 to \$1,830,858. Assuming this information holds, the fund will be projected to end FY05 at \$1,063,814, which includes reserves for operations and equipment. According to financial management policies, the Secondary Roads Fund is suggested to maintain a fund balance of at least 10% of annual operating expenses, which would be \$391,690 for FY05. The recommended budget will leave a fund balance as a percentage of operating expenses of 27.2% excluding construction expenses. There were no organizational changes requested or recommended for the department.</p>		<p>Salary indicators (P.1-P.4) are recommended to increase about 5.4%. This is due to salary increases, benefit increases and increased overtime due to a very large construction program. The workload percentage under (W.3) shows an increase also due to the longer time being spent on construction this next fiscal year. All percentages under Effectiveness (E.1-E.3) are lower due to higher budget (D.2) and very high construction cost. Cost for engineer do not increase at the same rate. All program objectives remain the same.</p>

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2002-03	2003-04	2003-04	2004-05	2004-05
PROGRAM: Administration & Engineering (27A)	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:					
864-A County Engineer	1.00	1.00	1.00	1.00	1.00
634-A Assistant County Engineer	1.00	1.00	1.00	1.00	1.00
300-A Engineering Aide II	3.00	3.00	3.00	3.00	3.00
204-A Office Leader	1.00	1.00	1.00	1.00	1.00
162-A Clerk III	0.50	0.25	0.25	0.25	0.25
TOTAL POSITIONS	6.50	6.25	6.25	6.25	6.25
REVENUE SUMMARY:					
Intergovernmental	\$2,834,778	\$2,681,972	\$2,681,972	\$2,901,200	\$2,901,200
Licenses and Permits	525	1,000	1,000	1,000	1,000
Fees and Charges	2,316	5,000	5,000	5,000	5,000
Miscellaneous	221,355	13,000	13,000	14,000	14,000
General Basic Fund Transfer	588,127	588,127	588,127	588,127	588,127
Rural Service Basic Transfer	1,640,529	1,640,529	1,640,529	1,640,529	1,640,529
TOTAL REVENUES	\$5,287,630	\$4,929,628	\$4,929,628	\$5,149,856	\$5,149,856
APPROPRIATION SUMMARY:					
Administration	\$164,074	\$170,800	\$170,800	\$181,900	\$181,900
Engineering	352,071	346,900	346,900	375,000	375,000
Holding Accounts	-	-	-	-	-
TOTAL APPROPRIATIONS	\$516,145	\$517,700	\$517,700	\$556,900	\$556,900

SERVICE AREA: Roads & Transportation

PROGRAM: Roadway Maintenance (27B)

ACTIVITY: Roadway Maintenance

ORGANIZATION: Secondary Roads

PROGRAM MISSION: To provide a safe, well-maintained road system by utilizing the latest in maintenance techniques and practices at a reasonable cost while providing the least possible inconvenience to the traveling public.

PROGRAM OBJECTIVES:

1. To hold cost per mile for rock road , blading and resurfacing to under \$2,400/mile.
2. To hold cost per mile for signs, paint and traffic service to under \$300/mile.
3. To hold cost per mile for roadside maintenance to under \$275/mile.
4. To maintain asphalt/concrete roads to at least 60% of that required.

PERFORMANCE INDICATORS	2002-03 ACTUAL	2003-04 PROJECTED	2004-05 REQUESTED	2004-05 ADOPTED
DEMAND				
1. Number of bridges and culverts (over 48" diameter)	642	650	650	650
2. Miles of rock/earth roads	398	398	398	398
3. Miles of asphalt/concrete roads	156	176	176	176
4. Miles of snow routes	554	574	574	574
5. Number of traffic signs/miles of pavement painting	4850/156	4995/176	4995/176	4995/176
6. Miles of roadside	1,108	1,148	1,148	1,148
WORKLOAD				
1. Number of bridges/culverts to receive maintenance	18/64	20/85	20/85	20/85
2. Miles of rock/earth to be bladed and re-rocked as required	398	398	398	398
3. Miles of asphalt/concrete roads to receive maintenance	156	176	176	176
4. Miles of snow plowing/tons of sand and salt applied	554/1260	574/3000	574/3500	574/3500
5. Number of signs install-replace/mile pavement paint/mile traffic serve	369/156/554	300/176/574	320/176/574	320/176/574
6. Miles of roadsides maint (ditch clean/shlds rock/mow-spray etc)	1,108	1,148	1,148	1,148
PRODUCTIVITY				
1. Cost per bridge maintained/cost per culvert maintained	\$721/\$1338	1000/1435	1000/1435	1000/1435
2. Cost per miles of rock/earth road blading and resurfacing	\$1,818	\$2,203	\$2,291	\$2,291
3. Cost per miles of asphalt/concrete surface maintenance	\$711	\$568	\$1,136	\$1,136
4. Cost per mile for snow plowing, sand and salt, etc.	\$186	\$435	\$474	\$474
5. Cost per mile for signs installed/pavement paint/traffic serv	\$237	\$253	\$274	\$274
6. Cost per mile of roadside maint (ditch clean/shlds/mow-spray/etc)	\$339	\$222	\$257	\$257
EFFECTIVENESS				
1. Percent of bridges & culverts requiring maintenance actually maint	56%	72%	72%	72%
2. Cost of blading/re-rocking as percent of that needed	73%	89%	92%	92%
3. Dollar of asphalt/concrete maint as % of that needed or required	80%	68%	136%	136%

ANALYSIS:

Total appropriations for the program are recommended to increase \$227,000 or 12.6% as compared to FY04. Bridge and culvert maintenance is recommended to remain at FY04 levels. Total road maintenance is recommended to increase \$182,000 or 15.9%. This is due to a little more money being spent on rock, and a resurfacing of a macadam road now being done under maintenance which is allowed under new IDOT regulations. Total road clearing is recommended to increase \$5,000 or 4.2% due to increased spraying. Total snow and ice control is recommended to increase \$26,000 or 10.6% for increased plowing expenditures as the county has acquired 20 additional miles of roadway. Total traffic control is recommended to increase \$14,000 or 9.8% due to increases in signs, pavement makings, and lighting.

All numbers under Demand (D.1-D.5) and Workload (W.1-W.6) remain the same as last fiscal year. Cost per mile for asphalt maintenance (P.3) shows a large increase due to the paving of the macadam section which normally would be shown under construction. Also, other productivity items (P.2-P.6) show

an increase due to increased road miles received from the State. Dollar of asphalt maintenance as a percent of that needed (E.3) shows a big increase also because of the added macadam project. Program objectives have all been updated to reflect increased costs.

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2002-03	2003-04	2003-04	2004-05	2004-05
PROGRAM: Roadway Maintenance (27B)	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:					
430-A Secondary Roads Superintendent	1.00	1.00	1.00	1.00	1.00
213-B Crew Leader/Operator I	3.00	3.00	3.00	3.00	3.00
199-B Sign Crew Leader	1.00	1.00	1.00	1.00	1.00
174-B Heavy Equipment Operator III	7.00	7.00	7.00	7.00	7.00
163-B Truck Crew Coordinator	1.00	1.00	1.00	1.00	1.00
153-B Truck Driver/Laborer	9.00	11.00	11.00	11.00	11.00
Z Seasonal Maintenance Worker	0.60	0.60	0.60	0.60	0.60
TOTAL POSITIONS	22.60	24.60	24.60	24.60	24.60

APPROPRIATION SUMMARY:					
Bridges/Culverts	\$98,362	\$142,000	\$142,000	\$142,000	\$142,000
Road Maintenance	1,135,893	1,147,000	1,147,000	1,329,000	1,329,000
Road Clearing	120,517	120,000	120,000	125,000	125,000
Snow/Ice Control	102,797	246,000	246,000	272,000	272,000
Traffic Control	131,179	143,000	143,000	157,000	157,000
TOTAL APPROPRIATIONS	\$1,588,748	\$1,798,000	\$1,798,000	\$2,025,000	\$2,025,000

SERVICE AREA: Roads & Transportation	PROGRAM: General Roadway Expenditures (27C)
ACTIVITY: General Road Expenditures	ORGANIZATION: Secondary Roads

PROGRAM MISSION: To provide modern, functional and dependable equipment in a ready state of repair so that general maintenance of County roads can be accomplished at the least possible cost and without interruption.

- PROGRAM OBJECTIVES:**
1. To maintain cost per unit repaired to below \$275.
 2. To maintain cost per unit serviced to below \$175.
 3. To maintain cost per unit for equipment supplies below \$3,200.
 4. To maintain cost per unit for tools, materials and shop operation below \$3,750.

PERFORMANCE INDICATORS	2002-03 ACTUAL	2003-04 PROJECTED	2004-05 REQUESTED	2004-05 ADOPTED
DEMAND				
1. Pieces of heavy/medium equipment	26	26	26	26
2. Number of heavy/medium trucks	21	22	23	23
3. Number of miscellaneous pieces of equipment, cars and pick-up	20	20	20	20
4. Cost of new equipment required	\$239,321	\$520,000	\$537,000	\$537,000
5. Cost of tools, materials, supplies and shop operation	\$198,611	\$218,000	\$241,000	\$241,000
6. Building and grounds expense	\$36,477	\$55,000	\$55,000	\$55,000
WORKLOAD				
1. Number of units repaired-major (work orders)	827	800	800	800
2. Number of units serviced (oil change, etc.)	210	300	300	300
3. Equipment supplies required (excluding parts)	\$154,857	\$199,000	\$201,000	\$201,000
4. Number of new equipment purchases	5	5	10	10
5. Shop expenses, tools, materials and supplies	\$198,611	\$218,000	\$241,000	\$241,000
6. Building and grounds expense	\$36,477	\$55,000	\$55,000	\$55,000
PRODUCTIVITY				
1. Cost per unit repaired (including parts and outside service)	\$224.63	\$248.79	\$262.50	\$262.50
2. Cost per unit for servicing	\$133.38	\$164.22	\$164.22	\$164.22
3. Cost per unit for equipment supplies	\$2,311.30	\$2,926.47	\$2,913.04	\$2,913.04
4. Cost per unit for new equipment	\$47,864	\$104,000	\$53,700	\$53,700
5. Cost of tools, materials, supplies and shop operation/unit	\$2,964.34	\$3,205.88	\$3,492.75	\$3,492.75
6. Cost for buildings and grounds	\$36,477	\$55,000	\$55,000	\$55,000
EFFECTIVENESS				
1. Percent of change in cost per unit repaired	+5.7%	+11.2%	+5.2%	+5.2%
2. Percent change in cost per unit serviced	-17.4%	+23.3%	0.0%	0.0%
3. Percent change in cost per unit for equipment supplies	-10.9%	+26.6%	-0.5%	-0.5%
4. Percent change in cost per unit for new equipment	-43.6%	+117%	-48.4%	-48.4%
5. Percent change in cost per unit tools/materials/supplies/shop cost	-14.1%	+8.1%	+8.9%	+8.9%
6. Percent change in cost for buildings and grounds	+72.5%	+50.8%	0.0%	0.0%

ANALYSIS:

Total appropriations for the program (excluding equipment) are recommended to increase \$37,000. Total equipment operations are recommended to increase \$24,000 or 3.7% due to increases in county labor and sundry expenses. Total tools/materials/sup are recommended to increase \$13,000 or 22.4% over FY04 primarily due to higher metal pipe and sign costs. Buildings and grounds appropriations are recommended to remain at FY04 levels.

For FY05 equipment purchases (D.4) are recommended for \$537,000, which is a \$17,000 increase over last year. The equipment recommended for purchase is three single axle dump trucks, two motor graders, three pick-up trucks, one utility vehicle, and miscellaneous pieces of smaller equipment. The number of pieces of heavy/medium equipment (D.1) is recommended to stay at 26 for FY05.

All items under Demand (D.1-D.6), Workload (W.1-W.6) and Productivity (P.1-P.6) are very close to FY04. The only exception is cost per unit for new equipment (P.4) which is down appreciably due to smaller equipment, i.e.: trucks and pickups being purchased in FY05. Effectiveness items (E.1-E.6) reflect comparisons with projected 03-04 amounts. Program objectives have been changed slightly to reflect price increases.

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2002-03	2003-04	2003-04	2004-05	2004-05
PROGRAM: General Roadway Expenditures (27C)	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
AUTHORIZED POSITIONS:					
233-A Shop Supervisor	1.00	1.00	1.00	1.00	1.00
187-B Mechanic	2.00	2.00	2.00	2.00	2.00
187-B Shop Control Clerk	1.00	1.00	1.00	1.00	1.00
Z Eldridge Garage Caretaker	0.30	0.30	0.30	0.30	0.30
TOTAL POSITIONS	4.30	4.30	4.30	4.30	4.30
APPROPRIATION SUMMARY:					
New Equipment	\$239,321	\$520,000	\$520,000	\$537,000	\$537,000
Equipment Operation	594,471	648,000	648,000	672,000	672,000
Tools/Materials/Supplies	50,531	58,000	58,000	71,000	71,000
Property/Assessment	36,478	55,000	55,000	55,000	55,000
TOTAL APPROPRIATIONS	\$920,801	\$1,281,000	\$1,281,000	\$1,335,000	\$1,335,000

SERVICE AREA: Capital Projects		PROGRAM: Road Construction (27D)		
ACTIVITY: Roadway Construction		ORGANIZATION: Secondary Roads		
PROGRAM MISSION: To provide for the best possible use of tax dollars for road and bridge construction by (A) using the most up to date construction techniques and practices therefore extending life and causing less repairs, (B) analyzing the existing system to determine best possible benefit to cost ratio and (C) by providing timely repairs to prolong life of system.				
PROGRAM OBJECTIVES:				
1. To control actual cost for day labor bridge construction to below \$50.00/square foot.				
2. To control cost for resurfacing to below \$50.00/lineal foot.				
3. To control actual cost of construction not to exceed budget by 110%.				
4. To complete 100% of annual program.				
PERFORMANCE INDICATORS	2002-03 ACTUAL	2003-04 PROJECTED	2004-05 REQUESTED	2004-05 ADOPTED
DEMAND				
1. Roads/bridges/culverts below standards (based/needs study in \$	\$30,908,000	\$30,908,000	\$30,908,000	\$30,908,000
2. Number of bridges with sufficiency ratings below 50 (requiring repl)	3	3	3	3
3. # of bridges with sufficiency ratings 50-75 (requiring rehab/repl)	21	21	21	21
4. \$ value of projects requiring construction in County 5-Year Plan	\$9,440,000	\$10,375,000	\$13,500,000	\$13,500,000
5. # of miles paved roads requiring reconstruction in 5-Year Plan	40	40	50	50
WORKLOAD				
1. Cost to surface Macadam roads	\$128,000	\$160,000	\$300,000	\$300,000
2. Cost/box culvert proposed for construction (contract)	\$474,558	\$200,000	\$80,000	\$80,000
3. Cost of misc/culvert/bridge construction (day labor)	\$0	\$40,000	\$60,000	\$60,000
4. Cost of road resurfacing (local)	\$440,207	\$900,000	\$760,000	\$760,000
5. Cost of roads proposed for resurfacing - FM & STP	\$710,000	\$625,000	\$4,240,000	\$4,240,000
6. # of miles proposed for resurfacing- (local/ FM-STP)	5	8	23	23
PRODUCTIVITY				
1. Cost/mile of edge drain	\$0.00	\$27,586.00	\$0.00	\$0.00
2. Cost/lineal ft of box culvert construction (contract)	\$56.25	\$66.67	\$2,000.00	\$2,000.00
3. Cost/sq ft of culvert/bridge construction (day labor)	\$0.00	\$55.55	\$42.85	\$42.85
4. Cost/lineal ft road resurfacing (local)	\$43.57	\$42.61	\$31.98	\$31.98
5. Cost/lineal ft resurface/repair FM-STP	\$43.57	\$43.04	\$42.40	\$42.40
EFFECTIVENESS				
1. Actual cost as percent of budget cost (excluding FM)	92%	100%	100%	100%
2. Percent of construction projects completed	100%	100%	100%	100%
3. % of roads/bridges/culverts constructed vs those below standard	5.70%	7.30%	17.20%	17.20%
4. % of bridges replaced/rehabilitated vs those below standard	8.30%	8.30%	8.30%	8.30%
5. Dollar value of construction as percent of 5 year plan	18.50%	21.60%	39.30%	39.30%
6. % of roads resurfaced vs those in 5-Year program	12.50%	20.00%	46.00%	46.00%
ANALYSIS:				
<p>The total appropriations for the program are recommended to increase \$595,000 or 42.3% from last year. Asphalt/Concrete is recommended to increase \$660,000 due largely to the Hwy 61 project, with monies received from the State. This will be the largest construction ever for Scott County.</p> <p>The FY05 PPB indicators for this program show expenditures (W.1-W.5) to be significantly higher than FY04. This is due to money received from IDOT for transfer and also STP funds received for both urban and rural projects. Note the great number of miles under (W.6). Cost of box culvert construction (P.2) looks a little strange as this is based on cost per lineal ft. instead of cost per sq. ft. for bridge construction. Cost per lineal ft. for asphalt construction (W.4-W.5) should be a little lower than usual as prices should drop as quantities increase. Percent of roads constructed (E.3) is very high due to \$5.3 million construction year. All program objectives remain about the same.</p>				

FINANCIAL & AUTHORIZED POSITIONS SUMMARY	2002-03	2003-04	2003-04	2004-05	2004-05
PROGRAM: Roadway Construction (27D)	ACTUAL	BUDGET	PROJECTED	REQUEST	ADOPTED
APPROPRIATION SUMMARY:					
Construction	\$1,045,731	\$1,405,000	\$1,420,000	\$2,000,000	\$2,000,000
TOTAL APPROPRIATIONS	\$1,045,731	\$1,405,000	\$1,420,000	\$2,000,000	\$2,000,000

