

**ROADS & TRANSPORTATION
TABLE OF CONTENTS**

	<u>Page</u>
SECONDARY ROADS	
Administration and Engineering.....	258
Roadway Maintenance	260
General Roadway Expenditures	262
Road Construction *	264

SERVICE AREA: Roads & Transportation
ACTIVITY: Secondary Roads Admin & Engineering

PROGRAM: Administration & Engineering (27A)
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:

- To maintain administration cost under 4% of budget.
- To maintain engineering cost under 8% of budget.
- To complete 100% of department projects.
- To hold project cost to under 110% of budgeted amount.

PERFORMANCE INDICATORS	2000-01 ACTUAL	2001-02 PROJECTED	2002-03 REQUESTED	2002-03 ADOPTED
DEMAND				
1. Authorized personnel (FTE's)	33.4	33.4	33.4	33.4
2. Department budget	\$4,038,379	\$4,395,100	\$4,279,000	\$4,279,000
3. Administrative and engineering expenses (excluding salaries)	\$31,289	\$49,600	\$53,500	\$53,500
WORKLOAD				
1. Percent of time spent on administration	31.20%	32.50%	32.60%	32.60%
2. Percent of time spent on planning and plan preparation	32.80%	31.30%	32.70%	32.70%
3. Percent of time spent surveying and construction supervision	24.50%	24.70%	22.90%	22.90%
4. Percent of time spent on maint engr/traffic engr/other misc engr	11.50%	11.50%	11.80%	11.80%
PRODUCTIVITY				
1. Cost for administration-salaries	\$131,603	\$141,000	\$142,500	\$142,500
2. Cost for planning and plan preparation-salaries	\$137,926	\$131,029	\$142,105	\$142,105
3. Cost for surveying and construction supervision-salaries	\$103,155	\$103,295	\$99,327	\$99,327
4. Cost for maintenance engr/traffic engr/other misc engr-salaries	\$48,680	\$48,676	\$51,568	\$51,568
5. Cost for administration & engineering expenses (excluding salaries)	\$31,289	\$49,600	\$53,500	\$53,500
EFFECTIVENESS				
1. Administrative cost as a percent of total budget expenditures	3.20%	3.20%	3.30%	3.30%
2. Engineering cost as a percent of total budget expenditures	7.10%	6.40%	6.80%	6.80%
3. Engineering cost as a percent of construction cost (including FM)	16.10%	14.70%	16.40%	16.40%
4. Actual project cost as a percent of construction budget cost	86%	100%	100%	100%
5. Percent of department programs/projects accomplished	100%	100%	100%	100%

ANALYSIS:

The property tax levy was calculated by increasing both rural levy amount and county-wide levy amount from last year by 3%. Total inter-governmental revenues are expected to decrease \$128,549 or 6.7% primarily due to a \$145,549 decrease in Road Use Tax receipts being offset slightly by a \$16,500 increase in reimbursements from political subdivisions. All other revenues are recommended to stay approximately at FY02 levels. Total fiscal year revenue for the department is recommended to increase \$175,363 or 4.3% from the FY02 budget due primarily from a \$240,000 reimbursement for a federal bridge project.

The budget for administration and engineering (27A) is recommended to increase \$15,400 or 3.3%. This is due mainly from increased salaries and outside engineering and bridge inspections, which occur every two years.

The total departmental budget (D.2) is recommended to decrease \$116,100 or 2.6% from the original 2001/2002 budget and 2001/2002 projected. The decrease is primarily due to a recommended \$140,000 decrease in Roadway Maintenance (27B).

There is also a recommended decrease in general roadway expenditures (27C) of \$26,500 or 2.6%, and a recommended increase of \$35,000 or 3.2% in roadway construction.

The recommended departmental budget will decrease the secondary roads fund balance by \$7,248 for FY03 leaving a projected fund balance of \$520,498, which includes reserves for operations and equipment. In FY01, a change in accounting standards (GASB 33) required \$288,639 of Road Use Taxes be adjusted into revenue for FY01. This leads to a one-time increase in fund balance due to having 14 months of use taxes reported for the 12-month period. 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 \$314,400 for FY03. The recommended budget will leave a fund balance as a percentage of operating expenses of 16.6% excluding construction expenses.

Administrative and engineering expense (D.3) are recommended to increase \$3,900

due to increased outside engineering services. Workload percentages (W.1-W.4) have been adjusted to reflect a little less construction than in 2001/02 and are recommended as presented. Cost for salaries (P.1-P.5) are recommended to increase and reflect the effects of cost-of-living adjustments and insurance costs. Effectiveness indicators are recommended to remain about the same as 2001/02.

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2000-01	2001-02	2001-02	2002-03	2002-03
PROGRAM: Administration & Engineering (27A)		ACTUAL	BUDGET	PROJECTED	REQUESTED	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	0.50	0.50	0.50	0.50
TOTAL POSITIONS		6.50	6.50	6.50	6.50	6.50
REVENUE SUMMARY:						
Intergovernmental		\$1,799,710	\$1,912,645	\$1,854,254	\$1,784,096	\$1,784,096
Licenses and Permits		810	1,000	1,000	1,000	1,000
Fees and Charges		13,163	9,000	9,000	5,000	5,000
Miscellaneous		42,744	10,000	19,000	253,000	253,000
General Basic Fund Transfer		554,366	570,997	570,997	588,127	588,127
Rural Service Basic Transfer		1,546,356	1,592,747	1,592,747	1,640,529	1,640,529
TOTAL REVENUES		\$3,957,149	\$4,096,389	\$4,046,998	\$4,271,752	\$4,271,752
APPROPRIATION SUMMARY:						
Administration		\$159,918	\$163,600	\$163,600	\$165,000	\$165,000
Engineering		312,949	310,000	310,000	324,000	324,000
Holding Accounts		185	-	-	-	-
TOTAL APPROPRIATIONS		\$473,052	\$473,600	\$473,600	\$489,000	\$489,000

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:					
To hold cost per mile for rock road , blading and resurfacing to under \$2,200/mile.					
To hold cost per mile for signs, paint and traffic service to under \$275/mile.					
To hold cost per mile for roadside maint. To under \$250/mile					
To maintain asphalt/concrete roads to at least 60% of that required.					
PERFORMANCE INDICATORS		2000-01 ACTUAL	2001-02 PROJECTED	2002-03 REQUESTED	2002-03 ADOPTED
DEMAND					
1. Number of bridges and culverts (over 48" diameter)		642	642	642	642
2. Miles of rock/earth roads		398	398	398	398
3. Miles of asphalt/concrete roads		156	156	156	156
4. Miles of snow routes		554	554	554	554
5. Number of traffic signs/miles of pavement painting		4850/156	4850/156	4850/156	4850/156
6. Miles of roadside		1,108	1,108	1,108	1,108
WORKLOAD					
1. Number of bridges/culverts to receive maintenance		7/54	20/60	20/60	20/60
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	156	156	156
4. Miles of snow plowing/tons of sand and salt applied		554/4500	554/3000	554/3000	554/3000
5. Number of signs install-replace/mile pavement paint/mile traffic serve		287/156/554	300/156/554	300/156/554	300/156/554
6. Miles of roadsides maint (ditch clean/shlds rock/mow-spray etc)		1,108	1,108	1,108	1,108
PRODUCTIVITY					
1. Cost per bridge maintained/cost per culvert maintained		\$406/\$1239	\$1000/\$1367	\$1000/1367	\$1000/1367
2. Cost per miles of rock/earth road blading and resurfacing		\$1,856	\$1,935	\$2,003	\$2,003
3. Cost per miles of asphalt/concrete surface maintenance		\$289	\$641	\$641	\$641
4. Cost per mile for snow plowing, sand and salt, etc.		\$448	\$390	\$426	\$426
5. Cost per mile for signs installed/pavement paint/traffic serv		\$215	\$264	\$264	\$264
6. Cost per mile of roadside maint (ditch clean/shlds/mow-spray/etc)		\$182	\$221	\$226	\$226
EFFECTIVENESS					
1. Percent of bridges & culverts requiring maintenance actually maint		41%	55%	55%	55%
2. Cost of blading/re-rocking as percent of that needed		78%	80%	81%	81%
3. Dollar of asphalt/concrete maint as % of that needed or required		35%	72%	72%	72%
ANALYSIS:					
Total appropriations for the program are recommended to decrease \$140,000 or 7.7% as compared to FY02. Bridge and culvert maintenance is recommended to remain at the FY02 level of \$102,000. Total road maintenance is recommended to decrease \$160,000 or 12.8% due to less expenditure on Macadam projects. The asphalt surfacing done on previous macadam projects is now being shown under construction as per new Iowa law. Road clearing is recommended to remain at FY02 levels. Total snow and ice control is recommended to increase \$20,000 or 9.3% due to increases in the cost of salt and plowing and spreading. Total traffic control appropriations are recommended to remain at the FY02 level of \$146,000.		(E.1 - E.3) are recommended to remain at FY02 levels.			
The FY03 demand indicators (D.1 – D.6) and workload indicators (W.1 - W.6) for the program are recommended to remain the same as last year. Cost for rock resurfacing (P.2) is recommended to increase 3.5% due to rock price increases. Cost per mile for snow and ice control (P.4) is recommended to increase 9% due to increases in the cost of salt and labor. All effectiveness indicators					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2000-01	2001-02	2001-02	2002-03	2002-03
PROGRAM: Roadway Maintenance (27B)		ACTUAL	BUDGET	PROJECTED	REQUESTED	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	9.00	9.00	9.00	9.00
Z Seasonal Maint		0.60	0.60	0.60	0.60	0.60
TOTAL POSITIONS		22.60	22.60	22.60	22.60	22.60
APPROPRIATION SUMMARY:						
Bridges/Culverts		\$78,058	\$102,000	\$102,000	\$102,000	\$102,000
Road Maintenance		1,195,974	1,252,000	1,252,000	1,092,000	1,092,000
Road Clearing		80,319	95,000	95,000	95,000	95,000
Snow/Ice Control		248,623	216,000	216,000	236,000	236,000
Traffic Control		119,334	146,000	146,000	146,000	146,000
TOTAL APPROPRIATIONS		\$1,722,308	\$1,811,000	\$1,811,000	\$1,671,000	\$1,671,000

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:					
To maintain cost per unit repaired to below \$250.					
To maintain cost per unit serviced to below \$200.					
To maintain cost per unit for equipment supplies below \$3200.					
To maintain cost per unit for tools, materials and shop operation below \$3500.					
PERFORMANCE INDICATORS		2000-01 ACTUAL	2001-02 PROJECTED	2002-03 REQUESTED	2002-03 ADOPTED
DEMAND					
1. Pieces of heavy/medium equipment		26	26	26	26
2. Number of heavy/medium trucks		21	21	21	21
3. Number of miscellaneous pieces of equipment, cars and pick-up		20	20	20	20
4. Cost of new equipment required		\$306,796	\$350,000	\$232,000	\$232,000
5. Cost of tools, materials, supplies and shop operation		\$226,090	\$193,000	\$207,000	\$207,000
6. Building and grounds expense		\$54,899	\$30,000	\$30,000	\$30,000
WORKLOAD					
1. Number of units repaired-major (work orders)		927	900	900	900
2. Number of units serviced (oil change, etc.)		317	300	300	300
3. Equipment supplies required (excluding parts)		\$184,916	\$192,500	\$210,000	\$210,000
4. Number of new equipment purchases		7	4	5	5
5. Shop expenses, tools, materials and supplies		\$226,090	\$193,000	\$207,000	\$207,000
6. Building and grounds expense		\$54,899	\$30,000	\$30,000	\$30,000
PRODUCTIVITY					
1. Cost per unit repaired (including parts and outside service)		\$220.32	\$181.11	\$214.44	\$214.44
2. Cost per unit for servicing		\$142.98	\$160.00	\$166.67	\$166.67
3. Cost per unit for equipment supplies		\$2,759.94	\$2,873.13	\$3,134.33	\$3,134.33
4. Cost per unit for new equipment		\$43,828	\$87,500	\$46,400	\$46,400
5. Cost of tools, materials, supplies and shop operation/unit		\$3,374.47	\$2,880.60	\$3,089.55	\$3,089.55
6. Cost for buildings and grounds		\$54,889	\$30,000	\$30,000	\$30,000
EFFECTIVENESS					
1. Percent of change in cost per unit repaired		+9.40%	-17.7%	+18.2%	+18.2%
2. Percent change in cost per unit serviced		-4.00%	+11.8%	+4.3%	+4.3%
3. Percent change in cost per unit for equipment supplies		+19.10%	+4.0%	+9.0%	+9.0%
4. Percent change in cost per unit for new equipment		-31.50%	+99.7%	-46.9%	-46.9%
5. Percent change in cost per unit tools/materials/supplies/shop cost		+17.70%	-14.6%	+7.2%	+7.2%
6. Percent change in cost for buildings and grounds		+206%	-45.3%	0.00%	0.00%
ANALYSIS:					
<p>Total appropriations for the program (excluding equipment) are recommended to increase \$91,500 or 9.1%. This increase is due to a \$92,500 increase in equipment operations. A \$10,000 or 9.1% increase in diesel fuel costs, an increase in parts of \$20,000 or 33.3%, and a \$28,000 or 127.3% increase in radios caused this increase. Tools/Material/Supplies expenses are recommended to decrease \$1,000 or 1.7%. Appropriations for buildings and grounds (D.6) are recommended to remain at the FY02 level of \$30,000.</p> <p>In FY94 the department established an equipment reserve fund for the replacement of equipment. Each year the department would allocate \$350,000 to the fund and if expenditures were less than the allocated \$350,000 the fund balance would increase and accordingly if expenditures were greater than \$350,000 the fund balance would decrease at the end of the year. For FY03 equipment purchases (D.4) are recommended for \$232,000, which is a \$118,000 decrease over last fiscal year. Since the equipment fleet is in good shape it was decided to make cuts</p> <p>in new equipment purchases for one year.</p> <p>Pieces of heavy/medium equipment (D.1) are recommended to remain at 26. The scheduled purchases for FY03 include: two tandem dump trucks, one 1/2 ton pickup truck, one survey van, one service truck, and miscellaneous smaller pieces of equipment. Total appropriations for the program including equipment are recommended to decrease \$26,500 or 2.6% over FY02.</p> <p>Equipment supplies (W.3) is recommended to increase due to the increase in diesel fuel prices. Cost per unit repaired (P.1) continues to rise as parts prices continue to increase. The number of units worked on has remained constant. Productivity items P.1, P.2, P.3, P.5 are recommended to increase due to the additional costs stated above. Program objective amounts have been adjusted slightly to reflect price increases. Adjustments in effectiveness percentages (E.1-E.6) reflect increases in parts costs, labor and health benefit increases and fuel price increases.</p>					

FINANCIAL & AUTHORIZED POSITIONS SUMMARY		2000-01	2001-02	2001-02	2002-03	2002-03
PROGRAM: General Roadway Expenditures (27C)		ACTUAL	BUDGET	PROJECTED	REQUESTED	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
162-B Shop Control Clerk		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		\$306,796	\$350,000	\$350,000	\$232,000	\$232,000
Equipment Operation		627,970	572,500	572,500	665,000	665,000
Tools/Materials/Supplies		55,751	58,000	58,000	57,000	57,000
Property/Assessment		54,899	30,000	30,000	30,000	30,000
TOTAL APPROPRIATIONS		\$1,045,416	\$1,010,500	\$1,010,500	\$984,000	\$984,000

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:				
To control actual cost for contract bridge const. To below \$70/sq. ft.				
To control cost for resurfacing to below \$45/ lin. Ft.				
To control actual cost of construction not to exceed budget by 10%.				
To complete 100% of annual program.				
PERFORMANCE INDICATORS	2000-01 ACTUAL	2001-02 PROJECTED	2002-03 REQUESTED	2002-03 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)	4	4	3	3
3. # of bridges with sufficiency ratings 50-75 (requiring rehab/repl)	22	22	21	21
4. \$ value of projects requiring construction in County 5-Year Plan	\$8,220,000	\$9,664,000	\$9,664,000	\$9,664,000
5. # of miles paved roads requiring reconstruction in 5-Year Plan	N/A	31	40	40
WORKLOAD				
1. Cost to surface Macadam roads.	\$646,718	\$0	\$175,000	\$175,000
2. Cost/bridges proposed for construction (contract)	\$122,955	\$0	\$500,000	\$500,000
3. Cost of misc/culvert/bridge construction (day labor)	\$49,942	\$50,000	\$0	\$0
4. Cost of road resurfacing (local)	N/A	\$1,060,924	\$460,000	\$460,000
5. Cost of roads proposed for resurfacing - FM & STP	\$970,400	\$828,795	\$650,000	\$650,000
6. # of miles proposed for resurfacing- (local/ FM-STP)	-	14	5	5
PRODUCTIVITY				
1. Cost/mile of edge drain	\$30,080.00	\$0.00	\$0.00	\$0.00
2. Cost/sq foot of bridge construction (contract)	\$54.65	\$0.00	\$59.52	\$59.52
3. Cost/sq ft of culvert/bridge construction (day labor)	\$35.67	\$35.71	\$0.00	\$0.00
4. Cost/lineal ft road resurfacing (local)	N/A	\$27.92	\$44.19	\$44.19
5. Cost/lineal ft resurface/repair FM-STP	\$43.75	\$27.08	\$44.19	\$44.19
EFFECTIVENESS				
1. Actual cost as percent of budget cost (excluding FM)	86.3%	101%	100%	100%
2. Percent of construction projects completed	100%	100%	100%	100%
3. % of roads/bridges/culverts constructed vs those below standard	5.60%	6.20%	5.70%	5.70%
4. % of bridges replaced/rehabilitated vs those below standard	7.60%	3.80%	8.30%	8.30%
5. Dollar value of construction as percent of 5 year plan	21.70%	22.20%	18.40%	18.40%
6. % of roads resurfaced vs those in 5-Year program	12.90%	45.00%	12.50%	12.50%
ANALYSIS:				
Total appropriations for the program are recommended to increase \$35,000 or 3.2% over last fiscal year. The cost of Roads/Bridges/Culverts below standard (D.1) reflects the1998 IDOT needs study report. The remaining demand indicators are recommended to stay approximately at FY01 levels.				
Cost for local construction (W.1 - W.4) is recommended to increase \$25,000 over last year, with \$240,000 being reimbursed for a Federal Bridge project. Also, Macadam asphalt surfacing is now shown under construction according to new Iowa Code. In the past this was shown under maintenance (465). Cost/lineal ft resurfacing and repair (P.4, P.5) is recommended to increase \$16.27 due to increased thickness needed on concrete roads this year as opposed to over asphalt last year. All effectiveness items (E.1-E.6) are recommended to remain about the same as previous years, except for % of roads resurfaced vs those in 5 yr. program (E.6) which is much lower than last year due increased construction last year.				

