

Your Road Commission Offers You . . .

1991 Budget

AS ADOPTED SEPTEMBER 27, 1990

*Quality Life Through Good Roads
Road Commission for Oakland County*

We care

Richard V. Vogt
Chairman of the Board

Lawrence E. Littman
Vice-Chairman

James E. Lanni
Second Vice-Chairman

John L. Grubba
Managing Director



ROAD COMMISSION FOR OAKLAND COUNTY
1991 BUDGET
FISCAL YEAR ENDING 9/30/91
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RESOLUTION FOR ADOPTION BY THE BOARD
OF COUNTY ROAD COMMISSIONERS

RESOLVED, that the total revenue of the Road Commission for Oakland County for fiscal year ending September 30, 1991 is estimated to be \$63,840,125. This amount along with appropriation of fund balance of \$666,000, making a total of \$64,506,125, is hereby budgeted and appropriated for fiscal year 1991 in the amount of \$64,506,125 to service the Operating and Road Improvement Program Expenditures of the Road Commission for Oakland County.

<u>Revenue</u>	<u>1991 Fiscal Year Revenue Appropriation</u>
Motor Fuel Taxes & License Fees	\$35,450,000
Other Federal & State Revenue	<u>19,729,500</u>
Subtotal	\$55,179,500
Revenue from Local Government	5,841,625
Fees and Other Revenue	<u>2,819,000</u>
	\$63,840,125
Appropriation of Fund Balance	<u>666,000</u>
Total Revenue & Appropriation of Fund Balance	\$64,506,125

FURTHER RESOLVED, that \$64,506,125 of anticipated revenue and appropriation of fund balance is hereby appropriated for the following purposes:

<u>Operating Expenditures</u>	<u>1991 Fiscal Year Expenditure Appropriation</u>
Board of Road Commissioners	\$ 113,200
Managing Director	682,244
Planning & Development	815,402
Citizen Services	206,847
Finance	601,030
Legal	471,734
Personnel	389,553
Central Operations	6,151,106
Engineering	4,402,787
Traffic Safety	6,722,530
Highway Maintenance	14,332,433
Non-Departmental	<u>14,015,609</u>
Total Operating Expenditures	\$48,904,475
Road Improvement Program - Contractor Payments & Right of Way	<u>15,601,650</u>
Total Expenditures	\$64,506,125

The Budget Appropriation for the Road Improvement Program for Fiscal Year Ending September 30, 1991 is as follows:

	<u>Budget Appropriation</u>	<u>Total 1991 Road Improvement Program</u>
<u>1991 Road Improvement Program</u>		
1991 Safety Road Widening	\$1,432,000	\$2,051,625
1991 Safety Intersection Projects	270,000	375,000
1991 Contract Maintenance Payment Mgt.	145,400	160,000
1991 Safety Bridges	686,000	800,000
1991 Spot Safety Projects	165,000	200,000
1991 Contract Maintenance Bridge Mgt.	145,000	185,000
1991 Pave Gravel	250,000	327,500
1991 Tri-Party Program	1,180,000	1,500,000
1991 Drainage Improvements	41,750	50,000
1991 Other	<u>253,500</u>	<u>255,000</u>
Subtotal	\$4,568,650	\$ 5,904,125
<u>Completion of 1990 Projects in Progress:</u>		
Safety Road Widening	\$9,465,000	\$12,026,000
Safety Bridges	238,000	280,000
Tri-Party Program	<u>1,330,000</u>	<u>1,500,000</u>
Subtotal	\$11,033,000	\$13,806,000
Total Contractor Payments & ROW	\$15,601,650	
Traffic Safety	144,000	
Engineering	3,464,475	
Engineering Consultants	<u>500,000</u>	
Subtotal	<u>\$4,108,475</u>	
Total 1991 Road Improvement Program	\$19,710,125	\$19,710,125
<u>Other</u>		
Special Assessment Districts Program	<u>2,600,000</u>	<u>2,600,000</u>
Grand Total	\$22,310,125	\$22,310,125

FURTHER RESOLVED, that no department, division, employee or official shall expend any funds or obligate the expenditure of any funds except pursuant to appropriations made by the Board of County Road Commissioners. Changes in the amount appropriated by the Board shall require approval by the Board of County Road Commissioners.

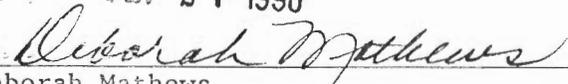
FURTHER RESOLVED, that Budget Exhibits A-1 through A-7 of the 1991 Budget Document are hereby adopted. Transfer of appropriations from one object of expenditure to another, within a department, may be made upon the written authorization of the Managing Director; however, no transfers shall be made between departments without approval by the Board of County Road Commissioners.

FURTHER RESOLVED, that the number of authorized positions (Budget Exhibit A-5) shall not be increased or changed without approval by the Board of County Road Commissioners. New employees may be hired to fill vacant budgeted positions in lesser paid classifications upon written authorization by the Managing Director.

BE IT FURTHER RESOLVED, that the amount appropriated for overtime and seasonal salaries (Budget Exhibit A-3) may not be changed without approval by the Board of County Road Commissioners.

BE IT FURTHER RESOLVED, that the Managing Director is hereby charged with general supervision of the execution of the Budget adopted by the Board and shall hold the department heads responsible for performance of their responsibilities within the amounts appropriated by the Board of County Road Commissioners.

I hereby certify that the above is a true and correct copy of a resolution adopted by the Board of County Road Commissioners of the County of Oakland, State of Michigan, under date of **SEP 27 1990**


Deborah Mathews
Deputy Secretary-Clerk of the Board

COPY OF RESOLUTION ADOPTED BY THE
 BOARD OF COUNTY ROAD COMMISSIONERS
 OF THE COUNTY OF OAKLAND, MICHIGAN
 UNDER DATE OF **SEP 27 1990**

WHEREAS, the Managing Director has, pursuant to provisions of the Uniform Budgeting and Accounting Act, recommended a budget for fiscal year 1991 and;

WHEREAS, a public hearing was held on said budget in compliance with said Act, and;

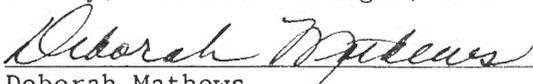
WHEREAS, the Board of Oakland County Road Commissioners, having reviewed the budget and taken into consideration the verbal and written comments of the public hearing and having received additional information from the Managing Director, is desirous of making changes in the recommended budget;

NOW BE IT FURTHER RESOLVED, that the Managing Director's recommended budget is amended as follows:

	<u>Revenues</u>	<u>Expenses</u>	<u>Appropriation of Fund Balance</u>
Budget as Presented at Public Hearing	\$63,303,125	\$63,303,125	\$ 0
Increase:			
1. Legal			
Reorganization of Risk Management to Legal			
Salaries		170,087	
Photography Expense		200	
Awards Employees & Retirees		2,500	
Books, Subs., & Publications		1,000	
Safety Control Expense		10,000	
Travel		2,085	
Stationery & Office Supplies		4,000	
Professional Services		2,000	
2. Engineering			
Design Longevity		1,241	
3. Road Improvement Program		989,000	
4. Non-Departmental			
Auto Physical Damage Self. Ins.		25,000	
Membership Fees & Dues		1,500	
5. Central Operations			
Gasoline, Oil & Diesel Fuel		184,000	

	<u>Revenues</u>	<u>Expenses</u>	<u>Appropriation of Fund Balance</u>
Decrease:			
6. Managing Director			
Reorganization of Risk Management to Legal			
Salaries		(167,511)	
Photography Expense		(200)	
Awards Employees & Retirees		(2,500)	
Books, Subscriptions, & Publs.		(1,000)	
Safety Control Expense		(10,000)	
Travel		(2,085)	
Stationery & Office Supplies		(4,000)	
7. Central Operations			
Salaries Bldg. & Grounds #9		(2,093)	
8. Federal Revenues RIP	429,500		
Township Revenues	57,500		
City Revenues	50,000		
9. Non-Departmental			
Road Commission Contingency		(224)	
10. Fund Balance			\$666,000
	<hr/>	<hr/>	<hr/>
1991 Budget Proposed for Adoption	\$63,840,125	\$64,506,125	\$ 666,000

I hereby certify that the above is a true and correct copy of a resolution adopted by the Board of County Road Commissioners for Oakland County, State of Michigan, under date of: **SEP 27 1990**


 Deborah Mathews
 Deputy Secretary-Clerk of the Board



QUALITY LIFE THROUGH GOOD ROADS:
ROAD COMMISSION FOR OAKLAND COUNTY
"WE CARE"

August 16, 1990

THE HONORABLE BOARD OF ROAD COMMISSIONERS
OAKLAND COUNTY, MICHIGAN

Gentlemen:

Transmitted herewith is the recommended Budget for The Road Commission Operations and Road Improvement Program for the fiscal year ending September 30, 1991 for adoption by the Board of Road Commissioners.

Board of Road Commissioners

Richard V. Vogt
Chairman of the Board

Lawrence E. Littman
Vice-Chairman

James E. Lanni
Second Vice-Chairman

John L. Grubba
Managing Director

Brent O. Bair
Deputy Managing Director

Gerald M. Holmberg
County Highway Engineer
Assistant Managing Director

Overview of the Proposed 1991 Budget

Summary Table 1 shows total revenue of \$63,303,125. This provides for operating expenditures of \$48,690,475 and a Road Improvement Program of \$14,612,650 for contractor payments and purchase of right of way. The program total, which amounts to \$18,483,625 includes the following amounts which are a part of departmental operating expenditures:

Engineering	\$3,226,975
Engineering Consultants	500,000
Traffic Safety	<u>144,000</u>
	\$3,870,975

In addition the program also includes \$2,600,000 for Special Assessment District Projects.

Revenue

Summary Table 2 shows the breakdown of 1991 revenue compared with prior years actual, 1990 amended budget and 1990 estimated actual. The 1991 estimated funding for the fiscal year totals \$63,303,125. Other state and federal revenue includes amounts received from the state for maintaining the state trunklines as well as revenue generated by the Road Improvement Program. Fees and other revenue include interest earned and fees earned for services performed by the Road Commission, such as inspection charges and permit fees.

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Board of Road Commissioners
1991 Budget
Page 2

**ROAD
COMMISSION**
for OAKLAND COUNTY

QUALITY LIFE THROUGH GOOD ROADS:
ROAD COMMISSION FOR OAKLAND COUNTY
"WE CARE"

Expenditures

Summary Table 3 shows recommended departmental appropriations compared with prior years actual, 1990 amended budget and 1990 estimated expenditures. Most of the salary and wage increases for 1991 are reflected in the departments budget. The budget proposes that the number of authorized positions be increased by one position over the 1990 amended budget of 546 positions.

Respectfully submitted,



John L. Grubba
Managing Director

JLG:yj

COPY OF RESOLUTION ADOPTED
BY THE BOARD OF ROAD
COMMISSIONERS FOR OAKLAND
COUNTY, MICHIGAN UNDER DATE
OF AUG 02 1990

WHEREAS, the Road Commissioners of Oakland County has a policy establishing an annual Public Hearing on the proposed Road Commission Budget and Road Improvement Program for the coming year; and

WHEREAS, the Managing Director has presented a proposed 1991 Budget and proposed 1991 Primary and Local Road Improvement Program for the Fiscal Year ending September 30, 1991.

NOW, THEREFORE BE IT RESOLVED, that the Road Commissioners acknowledges receipt of and hereby gives notice of a Public Hearing to be held at 7:30 PM on Thursday, August 16, 1990 at the Oakland County Auditorium, Oakland County Service Center, 1200 N. Telegraph, Waterford, Michigan for the purpose of presenting the Road Commission's proposed 1991 Budget and proposed 1991 Primary and Local Road Improvement Program, and providing an opportunity to all interested citizens and elected officials of Oakland County to present comments thereon prior to adoption by the Board of Road Commissioners.

BE IT FURTHER RESOLVED, that the publication of the Notice of Public Hearing is hereby authorized.

I hereby certify that the above is a true and correct copy of a resolution adopted by the Board of Road Commissioners for Oakland County, State of Michigan, under date of: AUG 02 1990

Deborah Mathews

Deborah Mathews
Deputy Secretary-Clerk of the Board

Board of County Road Commissioners
Oakland County

INTER-DEPARTMENT MEMORANDUM

Date: April 23, 1990

To: ALL DEPARTMENT DIRECTORS
From: John L. Grubba, Managing Director
Subject: 1991 Budget Letter

Enclosed are forms for Departmental Budget Requests for fiscal year 1991. Dates have been established for completion and must be met so the recommended Budget for fiscal year ending September 30, 1991 can be presented to the Board of Road Commissioners on August 9, 1990.

Safety remains the number one priority of the Road Commission and this commitment to our employees and to the public, who use our roads, is to be continued. This emphasis on safety is to be reflected in all departmental budgets.

All requests for capital expenditures of \$10,000 or more, including replacement units, are to be accompanied by a cost-benefit analysis. Requests for road equipment replacements must be accompanied by information supporting the purchase as opposed to continued maintenance of the specific piece of equipment. Consideration must also be given to the lease-purchase alternatives.

Since we do not anticipate additional sources of revenue, new programs will generally not be approved. Requests for new programs must be accompanied by detailed estimates of costs and expected benefits and/or advantages to the Road Commission. Department Directors are also requested to review their departmental operations and identify and suggest actions to reduce costs.

Our Strategic Plan declares a vision and mission for the Road Commission. Each of the three operating departments must also have a departmental vision and mission consistent with that. Staff departments must serve other departments - primarily the operating departments. The statement of an overarching goal would guide staff departments in contributing to the effectiveness of the Road Commission and the achievement of our mission. All Department Directors will be expected to relate their budget request to Road Commission and departmental missions.



JLG:yj
Enclosures
c: Brent O. Bair
Gerald Holmberg

THE FISCAL BUDGET PROCESS

The preparation of the annual budget for the Road Commission for Oakland County is a process requiring approximately six months beginning with the Managing Director's Budget Message in April to the formal adoption of the budget in September by the Board of Road Commissioners. This preparation involves the review of all RCOC resources to determine the amount of funds available to meet the goals, objectives, and services for the following fiscal year.

Budget hearings are held with the department directors to discuss departmental goals and objectives and the ability to achieve them during the next fiscal year.

The Board of Road Commissioners for Oakland County has established a policy to hold an annual public hearing on the proposed Road Commission budget and Road Improvement Program for the following fiscal year (page IX of this document).

Amendments are made to the adopted budget during the fiscal year by way of the appropriation transfer as outlined in the Board of Road Commissioners' resolution (page IV of this document).

This budget, prepared by the Board of Road Commissioners, uses the modified accrual basis of accounting.

GOALS AND OBJECTIVES

The following vision statement has been established for the Road Commission for Oakland County:

"QUALITY LIFE THROUGH GOOD ROADS:
ROAD COMMISSION FOR OAKLAND COUNTY - WE CARE"

This is what the Road Commission for Oakland County stands for. This commitment is reflected in the 1991 Budget.

In order to attain this vision, RCOC must focus on the needs of the community and the services provided. The strategic focus - the mission - of the organization is to provide the public with:

- Safe and convenient roads
- Responsive and dependable service
- Respect for the environment
- Sensitivity to community concerns
- Sound financial management

It is also the mission of RCOC to work together to provide:

- A cooperative work environment
- Opportunity for learning and growth
- Respect for the dignity of each individual
- Recognition
- Fair and equitable dealings

Together with the vision statement, the mission statement provides the focus from which all goals, objectives, and actions of RCOC should transpire.

The strategic planning process has brought about a change in RCOC priorities and actions. New actions brought about through this process have been reflected in the budget planning of the organization.

NEEDS AND STRATEGIES

I. 1991 CUSTOMER NEEDS

In early 1990, the Road Commission completed its third round of strategic planning meetings with community officials. These meetings have provided an effective forum for expressing the transportation needs of the communities. In summary, the road improvement needs expressed by community officials are estimated to exceed \$1 billion. Community officials made over 1,400 requests for road improvement projects and other service improvements. When analyzed, these requests and concerns fell into four areas of mutually important concern:

A. THE CONDITION OF GRAVEL ROADS

Many communities served primarily by gravel roads have experienced accelerated development in recent years. Dramatic increases in traffic volumes seriously threaten the structural integrity of the gravel road system. Gravel road maintenance cycles once adequate on these roads are now inadequate.

B. THE SAFETY, CAPACITY, AND CONDITION OF PAVED ROADS

Increased travel, increasing age, and limited funding combine to reduce the serviceability of paved county roads. The preservation of the massive investment in the paved road system must be balanced with the need to add new laneage to relieve congestion.

C. INCREASED EMPHASIS ON TRAFFIC MANAGEMENT

Improved traffic management systems provide a desirable alternative to capacity improvements in many locations. Where rights-of-way are narrow and setbacks to structures are shallow, improved traffic management can provide added road capacity without major community disruption and relocation. New technologies are becoming available to greatly improve the effectiveness of traffic management systems.

D. IMPROVED ROAD DRAINAGE SYSTEMS

Inadequate road drainage is a widespread concern for both paved and unpaved roads. Poor drainage not only threatens the integrity of the road, but it can also pose a potential safety hazard.

Generally, the Road Commission's operations are organized around the functional distinctions of road maintenance, traffic engineering, and highway design and construction. However, emphasis is now being placed on the four areas of concern expressed by community officials. These concerns cross departmental boundaries, facilitating a more comprehensive team approach to problem solving at the Road Commission. Although this is just the beginning of a new direction for the Road Commission, it is hoped that this change in strategic focus will help the Road Commission in meeting its vision of "Quality Life Through Good Roads."

II. 1991 STRATEGIES FOR MEETING CUSTOMER NEEDS

The operating departments have identified short-term strategies related to the four areas of concern expressed by community officials. These strategies are outlined below by area of concern.

A. GRAVEL ROAD STRATEGIES

The operating departments identified the following strategies for dealing with the gravel road concerns of community officials:

1. Improve coordination of gravel road grading and dust control activities.
2. Review current grading practices.
3. Prepare a road grading training program.
4. Review current specifications for gravel road materials and design.
5. Identify demonstration project possibilities utilizing different materials and designs.
6. Reexamine the engineering requirements associated with approach paving projects and programs.
7. Develop a gravel road information system, similar to the pavement management system in use for paved roads.
8. Evaluate accident data for gravel roads to determine appropriate countermeasures.
9. Improve the condition of equipment used to maintain gravel roads.
10. Develop a long-range gravel road improvement plan consistent with the development goals of the communities.

11. Establish speed controls on gravel roads.
12. Encourage cooperative funding with local governmental units and the private sector for upgrading gravel roads.

B. PAVED ROAD STRATEGIES

The concerns of community officials regarding the preservation of the paved road system are addressed by the following strategies:

1. Continue to use the pavement management system to establish priorities and treatment alternatives for paved road preservation projects.
2. Initiate a regular program for paved road preservation activities in the Road Improvement Program.
3. Review current paved road maintenance practices with emphasis on innovative approaches for paved road preservation and maintenance administration.
4. Evaluate the paved road system for areas of traffic congestion, and explore low-cost, innovative approaches for improving mobility in these congested areas.
5. Continue to incorporate traffic accident countermeasures into road preservation projects.

C. TRAFFIC MANAGEMENT STRATEGIES

The traffic management concerns expressed by community officials focused on traffic signal installation, traffic signal maintenance, and traffic signal optimization. Short-term strategies in these areas include:

1. Develop a traffic signal management information system to monitor traffic conditions, track signal equipment and parts inventories, and monitor trouble calls and routine maintenance.
2. Develop a strategy for increasing traffic volume counts taken on a routine basis.
3. Continue to apply for federal aid for traffic signal modernization and optimization.
4. Review new software developments for optimal signal timing.
5. Improve facilities for signal equipment repair and fabrication.

6. Improve the troubleshooting capabilities of the Traffic-Safety Department signal crews.
7. Evaluate new technologies for advanced traffic management systems.

D. DRAINAGE SYSTEM STRATEGIES

The road drainage concerns expressed by the community officials encompass both the gravel road system and the paved road system.

In response to these concerns, the following strategies have been identified:

1. Develop a drainage structure information system to identify and rank locations where road drainage is inadequate.
2. Evaluate the adequacy of existing drainage maintenance equipment and usage for possible acquisitions, redistribution to different maintenance districts, and improved scheduling.
3. Investigate the relationship between problematic drainage locations and accident and environmental data to determine priorities and countermeasures.
4. Encourage cooperative funding of ditching and drainage improvements.
5. Develop a county-wide roadway drainage plan.

While it is evident that the departments have emphasized the four areas of concern expressed by community officials, expenditures are constrained by funding limitations, and changes in the work environment will be needed. Therefore, it is obvious that a comprehensive strategy to meet the needs of the Road Commission's customers must include both a funding strategy and a strategy to improve the work environment.

III. 1991 FUNDING STRATEGY

Because of the uncertain nature of road funding in the future, neither new sources of revenue nor significant increases in revenue are anticipated in the 1991 Budget. It is evident, however, that the Road Commission will have to take drastic measures to reduce costs in fiscal years 1992 and 1993 unless additional revenue is received. It is also clear that added revenue will be needed to address the four areas of concern expressed by community officials. Consequently, the Road Commission has plans to pursue additional funding from a variety of sources.

A. STATE-COLLECTED FUEL TAX

The principal source of revenue for the Road Commission is the state-collected fuel tax. The fuel tax rate in Michigan has remained at 15 cents per gallon since January of 1984. Thirty-one states now have higher fuel tax rates than the State of Michigan.

While the fuel tax rate in Michigan has remained constant since 1984, the average fuel efficiency of vehicles has steadily increased. Consequently, drivers are paying less in road use fees per mile. The table below demonstrates this phenomenon. As shown, drivers paid \$13.36 less in user fees in 1988 than they did in 1984 per 10,000 miles traveled. This is a 15% decrease in user fees paid.

<u>Year</u>	<u>Average MPG</u>	<u>Gallons Consumed Per 10,000 Miles Driven</u>	<u>Fuel Tax Paid</u>
1984	16.94	590.32	\$88.55
1988	19.95	501.25	\$75.19

Inflation has also taken a toll. Although the rate of inflation has been kept in check over the past decade, highway use revenues still have not kept pace.

The financial impacts of greater fuel efficiency and inflation have been significant. However, when these impacts are put into the context of the tremendous growth in demand for Road Commission services, the inadequacy of funding becomes even more significant.

In response to these financial pressures, the Road Commission will work for a substantial increase in the state-collected fuel tax rate in FY91. As part of this effort, the Road Commission will seek an increase in funding allocation to the Michigan Transportation Economic Development Fund.

B. LOCAL FUNDING EFFORTS

In November of 1989, the Road Commission submitted a proposal to the County Board of Commissioners for a road funding partnership that would begin in 1991. This partnership proposal calls for a yearly contribution of \$10 million from the County Board of Commissioners for a period of ten years. The total \$100 million request would be matched by \$104 million from traditional Road Commission revenue sources.

This partnership program would provide increased funding to address the areas of concern expressed by community officials. Additional funding would be available for gravel road improvements, paved road improvements, drainage system improvements, and traffic management system improvements.

The Road Commission has also been a participant in legislative initiatives to allow developer impact fees and other local sources of road funding. The Road Commission will continue to encourage greater participation from local units of government and private sector sources for road improvements and maintenance.

IV. 1991 STRATEGIES TO IMPROVE THE WORK ENVIRONMENT

Over the years, the Road Commission has been able to identify many areas for improving the work environment. These needs have been reflected in the Road Commission's mission statement and strategic goals.

Employees have expressed the need for a cooperative work environment, the opportunity for learning and growth, mutual respect, recognition, and fair and equitable dealings.

In response to these needs, the Road Commission has implemented a number of programs, including Positive Discipline, an affirmative action program, an Employee Assistance Program, an Employee Forum Group, a new job classification study, and department level strategic planning efforts involving nonmanagement employees.

Other programs, which are either underway or will be soon, include the development of a Human Resource Plan, a leadership training program, and a team-building program. These new programs will be augmented by the ongoing efforts of the strategic planning process, as participants wrestle with strategies for empowering employees, building trust, strengthening employee skills, and improving communication.

V. REVIEW OF EXISTING RESOURCES

A. PHYSICAL PLANT

During 1990, the number of RCOC buildings has increased by one due to an agreement reached with the Michigan Department of Transportation to lease, with option to buy, the Southfield MDOT garage. This additional space was necessary to enable us to meet the additional capacity required by the opening of the new segment of I-696. Additional space at the PVR Service Center was provided through the purchase of remote portable offices.

B. MANPOWER

The 1990 Budget as adopted September 28, 1989 authorized 543 full-time positions. Budget Exhibit A-5 provides a breakdown by department of the positions authorized in the FY91 Budget. Seasonal or temporary positions are not included in Exhibit A-5. The opening of the new section of I-696 has resulted in the approval of three additional positions in the Highway Maintenance Department during 1990. One new position was added to the Engineering Department budget, making the total authorized positions for 1991 547 positions.

C. REVENUE

The sources of revenue for RCOC continue to be the same as those described in past financial plans. One additional source for 1991 is the planned sale of the property on Benstein Road. In addition to state-collected road user fees, the sources include various federal programs, Transportation Economic Development Fund ("Category C" funds) for road capacity improvements, contributions from local communities, fees from various services that RCOC provides, funding from the county general government, and revenue from services performed on state trunk lines.

1991 BUDGET
REVENUE AND EXPENDITURES
Fiscal Year Ending 9/30/91

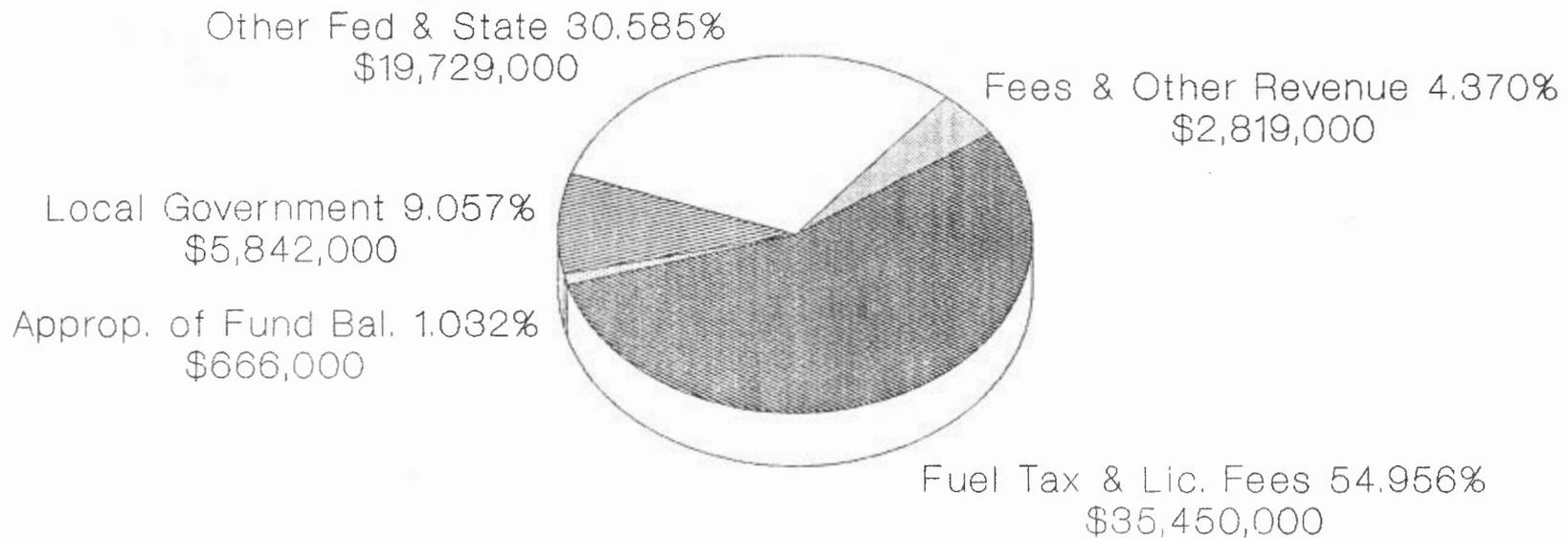
Revenue

Current 1991 Revenue	\$63,840,125	
Appropriation of Fund Balance	<u>666,000</u>	
Total Revenue		\$64,506,125

Expenditures

Operating Expenditures	\$48,904,475	
1991 Road Improvement Program	<u>15,601,650</u>	
Total Expenditures		\$64,506,125

ROAD COMMISSION for OAKLAND COUNTY REVENUES BY SOURCE



1991 BUDGET

COMPARATIVE SUMMARY OF REVENUE

	<u>1989 Actual Fiscal Year Ended 9/30/89</u>	<u>1990 Budget as Adopted 9/28/89</u>	<u>Estimate Fiscal Year Ending 9/30/90</u>	<u>1991 Budget Fiscal Year Ending 9/30/91</u>
Motor Fuel Taxes & License Fees	\$33,643,111	\$35,500,000	\$34,300,000	\$35,450,000
Other Federal and State Revenue	11,417,242	20,412,700	13,203,000	19,729,500
Revenue from Local Government	5,311,621	6,797,238	7,317,000	5,841,625
ω Fees and Other Revenue	2,517,738	2,514,000	2,517,000	2,819,000
Total Revenue	\$52,889,712	\$65,223,938	\$57,337,000	\$63,840,125
Over/Under Expenditures	(773,382)	(4,269,062)	2,456,500	(666,000)
Total Expenditures	\$53,663,094	\$69,493,000	\$59,793,500	\$64,506,125

1991 BUDGETED REVENUE BY SOURCE

<u>Revenue Source</u>		<u>1991 Budget</u>
Motor Fuel Taxes & License Fees		
Engineering	\$ 10,000	
Primary Roads	24,138,000	
Local Roads	4,924,000	
Urban Primary Roads	4,890,000	
Urban Local Roads	<u>1,488,000</u>	
		\$35,450,000
Federal & State Revenue		
State Maintenance Contract	6,880,000	
State Non-Maintenance Contract	250,000	
Federal Aid-Road Improvement Program	7,049,500	
State Category "A" Funds	240,000	
State Category "C" Funds	<u>5,310,000</u>	
		19,729,500
		<hr/>
Total Federal and State Revenue		\$55,179,500
Revenues from Local Government		
Contributions from Townships	960,500	
Contributions from Cities	2,044,875	
County Contribution	1,011,250	
Other Contributions including work orders	675,000	
Traffic Signal Maintenance	700,000	
S.A.D. Engineering & Administration	<u>450,000</u>	
Total Revenue from Local Government		5,841,625
Fees and Other Revenue		
Interest Earned	1,400,000	
Sundry Revenue	15,000	
Sale of Maps & Plans	9,000	
Permit Fees	200,000	
Inspection Charges	250,000	
Calcium Chloride Revenue	525,000	
Purchase Discount	20,000	
Sale of Property	300,000	
Proceeds from Disposal of Equipment	<u>100,000</u>	
Total Fees & Other Revenue		2,819,000
		<hr/>
Total Revenue		\$63,840,125

1991 BUDGET
SUMMARY OF REVENUE

A. STATE SOURCES OF REVENUE:

The projections of state-collected motor fuel taxes and license fees shown in Summary Table 2 were based on the most recent information available from the Michigan Department of Transportation (MDOT). The 1990 estimate of Michigan Transportation Fund (MTF) revenue has been reduced by \$1 million from the original budgeted amount of \$35,500,000 due to FY89 state deductions being delayed until FY90. Future increases in revenue are due primarily to projected increases in travel. However, with the increase in fuel economy standards for new automobiles by the federal government, gasoline consumption, and therefore MTF revenue, is not increasing at the same rate as the increase in miles driven. With the expected decline in federal aid, "Category C" funds are expected to support a greater portion of the Road Improvement Program (RIP). The State Maintenance Contract revenue is projected to increase by \$593,000. This increase in revenue is for the cost to maintain additional trunk line mileage resulting from state construction.

B. FEDERAL REVENUE:

This plan reflects the nationwide decline in traditional federal funding. There are, however, increases in other federal funding projected due to the federal floor monies contained in "Category C" in the Economic Development Fund.

C. LOCAL SOURCES OF REVENUE:

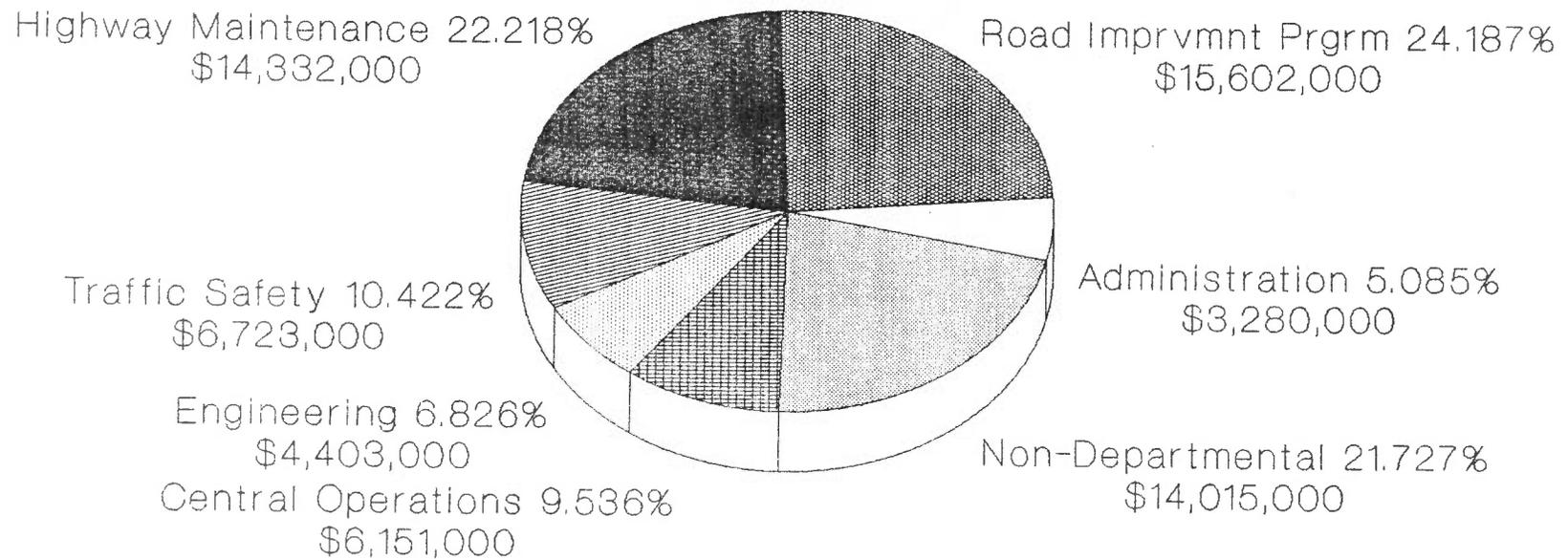
The projected level of revenue from local sources continues to be basically the same as shown in previous budget years. Due to RCOC's revenue shortfall, there is no choice but to request that communities contribute 100% of the cost of any additional projects not shown in the 1991 Road Improvement Program.

D. FEES AND OTHER REVENUE:

As recommended in prior years' budgets, the projected fees, in most cases, were calculated on the basis of full recovery of costs with the exception of the chloride program. Any increase in projected fees is simply to provide for the increase in the cost of doing business.

ROAD COMMISSION for OAKLAND COUNTY ALLOCATION of FUNDS

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1991 BUDGET

COMPARATIVE SUMMARY OF EXPENDITURES

<u>Department</u>	<u>1989 Actual Fiscal Year Ended 9/30/89</u>	<u>1990 Budget As Adopted 9/28/89</u>	<u>Estimate Fiscal Year Ending 9/30/90</u>	<u>1991 Budget Fiscal Year Ending 9/30/91</u>
Board of Road Commissioners	\$ 96,966	\$ 111,000	\$ 111,000	\$ 113,200
Managing Director	775,762	872,934	836,000	682,244
Planning and Development	755,181	746,378	736,800	815,402
Citizen Services	198,498	193,583	190,000	206,847
Finance	526,274	570,029	562,400	601,030
Legal	229,706	268,426	260,200	471,734
Personnel	391,226	383,926	388,500	389,553
Central Operations	5,876,620	6,037,228	6,985,000	6,151,106
Engineering	3,783,203	3,925,558	3,802,100	4,402,787 *
Traffic Safety	6,322,300	7,112,861	7,031,000	6,722,530 *
Highway Maintenance	13,750,153	16,007,411	16,287,000	14,332,433 *
Non-Departmental	12,865,320	13,138,307	12,603,500	14,015,609
Total Operating	\$45,571,209	\$49,367,641	\$49,793,500	\$48,904,475
Road Improvement Program Contractor Payments & ROW	<u>8,091,885</u>	<u>20,125,359</u>	<u>10,000,000</u>	<u>15,601,650</u>
TOTAL EXPENDITURES	\$53,663,094	\$69,493,000	\$59,793,500	\$64,506,125

* Does not include Road Equipment purchased on installment.

1991 DEPARTMENTAL BUDGET-APPROPRIATION BY OBJECT
Compared to 1989 Actual & 1990 Estimate

	<u>1989</u> <u>Actual</u>	<u>1990</u> <u>Estimate</u>	<u>1991</u> <u>Budget</u>
Board of Road Commissioners			
Personal Services	\$23,479	\$ 31,000	\$ 31,000
Contracted Services	48,030	50,350	52,000
Materials, Supplies & Parts	469	500	500
Other Expenses	24,660	29,150	29,700
Capital Outlay	328	0	0
	<u>\$96,966</u>	<u>\$111,000</u>	<u>\$113,200</u>
Managing Director			
Personal Services	\$541,674	\$581,000	\$425,369
Contracted Services	112,683	190,000	147,900
Materials, Supplies & Parts	8,729	21,500	10,500
Other Expenses	93,806	15,000	94,875
Capital Outlay	18,870	28,500	3,600
	<u>\$775,762</u>	<u>\$836,000</u>	<u>\$682,244</u>
Planning & Development			
Personal Services	\$ 439,309	\$484,200	\$515,652
Contracted Services	170,927	187,000	211,620
Materials, Supplies & Parts	30,232	34,200	35,930
Other Expenses	12,067	17,400	19,100
Capital Outlay	102,646	14,000	33,100
	<u>\$755,181</u>	<u>\$736,800</u>	<u>\$815,402</u>
Citizen Services			
Personal Services	\$179,409	\$184,900	\$195,417
Contracted Services	0	0	0
Materials, Supplies & Parts	3,171	3,500	4,300
Other Expenses	0	1,600	1,630
Capital Outlay	15,918	0	5,500
	<u>\$198,498</u>	<u>\$190,000</u>	<u>\$206,847</u>
Finance			
Personal Services	\$479,968	\$509,500	\$544,080
Contracted Services	5,886	5,200	7,480
Materials, Supplies & Parts	8,115	12,000	10,000
Other Expenses	7,756	9,000	8,970
Fixed Charges	22,198	19,700	22,000
Capital Outlay	2,351	7,000	8,500
	<u>\$526,274</u>	<u>\$562,400</u>	<u>\$601,030</u>
Legal			
Personal Services	\$202,391	\$215,200	\$398,549
Contracted Services	9,886	25,000	19,500
Materials, Supplies & Parts	3,312	3,800	8,700
Other Expenses	12,187	14,200	33,085
Capital Outlay	1,930	2,000	11,900
	<u>\$229,706</u>	<u>\$260,200</u>	<u>\$471,734</u>
Personnel			
Personal Services	\$221,761	\$238,600	\$251,208
Contracted Services	117,363	74,200	55,225
Materials, Supplies & Parts	5,134	6,300	7,700
Other Expenses	37,456	66,600	75,420
Capital Outlay	9,512	2,800	0
	<u>\$391,226</u>	<u>\$388,500</u>	<u>\$389,553</u>

1991 DEPARTMENTAL BUDGET-APPROPRIATION BY OBJECT
Compared to 1989 Actual & 1990 Estimate
(Continued)

	<u>1989 Actual</u>	<u>1990 Estimate</u>	<u>1991 Budget</u>
Central Operations			
Personal Services	\$2,193,371	\$2,530,200	\$2,666,587
Contracted Services	120,183	204,500	155,330
Materials, Supplies & Parts	2,551,814	2,710,600	2,279,289
Other Expenses	25,991	29,400	33,800
Fixed Charges	595,357	610,300	622,200
Capital Outlay	389,904	900,000	393,900
	<u>\$5,876,620</u>	<u>\$6,985,000</u>	<u>\$6,151,106</u>
Engineering			
Personal Services	\$3,039,765	\$3,275,000	\$3,480,412
Contracted Services	490,086	400,000	753,100
Materials, Supplies & Parts	77,775	75,000	73,300
Other Expenses	23,555	32,000	30,900
Fixed Charges	3,000	3,100	7,825
Capital Outlay	149,022	17,000	57,250
	<u>\$3,783,203</u>	<u>\$3,802,100</u>	<u>\$4,402,787</u> *
Traffic Safety			
Personal Services	\$3,332,340	\$3,400,000	\$3,722,623
Contracted Services	1,316,577	1,700,000	1,505,700
Materials, Supplies & Parts	1,243,795	1,619,000	1,337,302
Other Expenses	14,169	21,000	15,180
Fixed Charges	108,565	57,000	80,875
Capital Outlay	306,854	234,000	60,850
	<u>\$6,322,300</u>	<u>\$7,031,000</u>	<u>\$6,722,530</u> *
Highway Maintenance			
Personal Services	\$7,308,747	\$7,900,000	\$8,113,921
Contracted Services	1,915,658	2,108,000	2,515,165
Materials, Supplies & Parts	2,774,739	3,887,000	3,093,502
Other Expenses	30,129	35,000	38,845
Fixed Charges	364,144	146,000	196,000
Capital Outlay	1,356,736	2,211,000	375,000
	<u>\$13,750,153</u>	<u>\$16,287,000</u>	<u>\$14,332,433</u> *
Non-Departmental			
Risk Management	\$4,337,402	\$3,229,000	\$3,578,700
Employee Benefits	6,680,759	7,584,000	7,939,050
Facilities & Operations	22,486	45,850	130,000
Other	65,689	40,850	40,500
Road Commission Contingency	0	0	275,555
Debt Service	1,758,984	1,703,800	2,051,804
	<u>\$12,865,320</u>	<u>\$12,603,500</u>	<u>\$14,015,609</u>
	<u>\$45,571,209</u>	<u>\$49,793,500</u>	<u>\$48,904,475</u>
Road Improvement Program	8,091,885	10,000,000	15,601,65
(Contractor Payments & ROW)	<u> </u>	<u> </u>	<u> </u>
Total Operating Funds	<u>\$53,663,094</u>	<u>\$59,793,500</u>	<u>\$64,506,125</u>

* Does not include Road Equipment purchased on installment.

**1991 BUDGET
SUMMARY OF EXPENDITURES**

I. AREAS OF COMMUNITY CONCERN:

In response to the concerns expressed by community officials, the operating departments identified a number of proposed expenditures for FY91. Program highlights are as follows:

A. GRAVEL ROAD PROGRAM EXPENDITURES

FY91 includes expenditures for the development of a gravel road information management system, similar to the Pavement Management System currently in use. The work in FY91 will consist primarily of the development of specifications for the information management system and the collection of field data. The development of this information system is expected to continue into FY92 and FY93.

Gravel road grading frequency will increase slightly during FY91. Funding for the installment purchase of replacement graders is provided along with increases in expenditures for gravel, slag, and limestone in order to improve gravel road conditions.

Very little gravel road paving is anticipated during the next three years. Special federal aid secondary funds to pave portions of White Lake Road will be available in FY91, as the Road Commission continues to seek outside participation for road paving projects.

B. PAVED ROAD PROGRAM EXPENDITURES

The FY91 Road Improvement Program contains \$15,601,650 in expenditures on primary and local roads in Oakland County. While most of these expenditures are dedicated to capacity and safety improvements, paved road conditions will also be improved.

Paved road surface maintenance will also be increased. Plant mix patching operations will be done by contract. While the cost for this activity will not increase, a 10% increase in the work completed is expected in FY91.

Staff previously dedicated to plant mix patching operations will devote their time to base repair and ditching operations. Base repair is expected to increase by over 50% in FY91.

Although paved road services will increase in FY91, they will continue to fall short of the requirements established by the Pavement Management System.

C. TRAFFIC MANAGEMENT SYSTEM EXPENDITURES

The Road Commission has been able to obtain \$200,000 federal funding for traffic signal installations and modernization for FY91. The work to be completed includes:

- (1) Additional left turn phasing
- (2) Pedestrian signal installation
- (3) Traffic signal controller upgrading

The Traffic-Safety Department will also improve its troubleshooting capabilities by acquiring new lap-top personal computers. These computers will allow field personnel to diagnose traffic signal controller problems quickly and efficiently.

The Traffic-Safety Department will continue to explore the application of new technologies and the development of advanced traffic management systems.

D. DRAINAGE SYSTEM AND STRUCTURE EXPENDITURES

The FY91 Road Improvement Program includes over \$1.3 million for drainage improvements and bridges. In addition, it is anticipated that the development of a drainage system and structure information management system will be initiated in 1991. The Road Commission will continue its 50-50 Drainage Program which calls for equal contributions from the Road Commission and the local units of government.

The Maintenance Department will also focus their attention on ditching activities. A major element of this program will involve the replacement of two hydraulic excavators through an installment purchase.

II. PROJECTED COST INCREASES:

Spending for FY91 has been directed to addressing the four areas of concern with safety items remaining our number one priority. Many other items have been delayed or deleted. Price increases or other known cost factors have been included.

Non-departmental costs such as liability, insurance, and benefits were also increased based on both past experience and input from third-party sources. Construction costs and contractor payments were projected to increase.

III. PROJECTED CHANGES IN ACTIVITIES AND STAFF:

Although the demand for additional services is great, because of financial limitations, increase in staffing levels was limited to one position in Engineering. Staffing reductions have been projected for fiscal year 1992 and 1993 if additional revenue is not forthcoming. The number of positions and services that may have to be cut have not been identified.

IV. NON-DEPARTMENTAL COSTS:

Non-departmental expenditures, i.e., those not allocated to departments, continue to be a major expenditure in the RCOC budget. Non-departmental expenditures include: fringe benefits, risk management expense, and debt services expense. As indicated earlier, adjustments were made to these line items based on both experience and projections from outside sources.

V. CAPITAL OUTLAY:

The Financial Planning Group recognized the need for additional office and equipment storage space in the PVR Service Center. However, again due to the financial situation, no monies are available in this budget for such expansion.

The expenditures include \$245,000 in FY91 for the replacement of gas and diesel tanks as required by the Environmental Protection Agency. Additional expenditures will be required in future budgets.

A. PHYSICAL PLANT

The replacement of tanks in the Southfield District was postponed from 1991 to 1992 with the intent to temporarily use the MDOT tanks located in the district. Funding is also provided for the women's restroom and showers addition for District #1 and miscellaneous other building improvements.

B. ROAD EQUIPMENT

In order to meet the continuing need to upgrade the road equipment and to have the proper equipment to address the needs of the four areas of concern, the 1991 budget has provided for the purchase of new and used equipment and the installment purchase of \$1.7 million of additional items. Included are graders and chloride equipment for the gravel program, and hydraulic excavators for the drainage program.

C. COMPUTER EXPENDITURES

The need for timely information is extremely important for any customer service organization in the pursuit of its goals. This need has been reflected in the FY91 budget by the following:

- (1) Information transfer capabilities, such as the planned development of an emergency road information network and an upgrade of the data linkage between the maintenance districts and the central computer.
- (2) Enhanced Computer Aided Design (CAD) capabilities, with a new system proposed for the Right-of-Way Division.
- (3) The acquisition of portable computers for traffic signal trouble shooting.
- (4) Inventory control software for improved inventory management.
- (5) A small number of personal computers, printers, and software that would improve operating efficiency were also included.

In addition to the above, programming will be done in-house on a number of new and existing applications.

VI. ROAD IMPROVEMENT PROGRAM (RIP)

Once again, the Road Improvement Program continues to be oriented to available federal, "Category C," and other outside funding. While existing federal funds are expected to decrease, the Road Improvement Program incorporates "Category C" funds that became available through state legislation. These funds include "flow through" federal monies.

1991 BUDGET

APPROPRIATION SUMMARY - SALARIES & WAGES

	<u>Base</u>	<u>Longevity</u>	<u>Overtime</u>	<u>Seasonal</u>	<u>Total</u>
Board of Road Commissioners	\$ 31,000	\$ 0	\$ 0	\$ 0	\$ 31,000
Managing Director	414,040	1,029	300	10,000	425,369
Planning & Development	485,692	10,760	15,000	4,200	515,652
Citizen Services	192,137	2,780	500	0	195,417
Finance	507,874	10,606	17,000	8,600	544,080
Legal	389,517	3,732	3,200	2,100	398,549
Personnel	237,254	4,954	1,000	8,000	251,208
Central Operations	2,340,015	70,572	244,000	12,000	2,666,587
Engineering	2,949,020	136,632	339,800	54,960	3,480,412
Traffic Safety	3,227,694	192,078	258,811	44,040	3,722,623
Maintenance	6,909,254	356,050	783,337	65,280	8,113,921
TOTAL	\$17,683,497	\$ 789,193	\$1,662,948	\$ 209,180	\$20,344,818

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1991 BUDGET
 APPROPRIATION SUMMARY - FRINGE BENEFITS

Dental Insurance	\$ 280,000
Hospitalization	2,000,000
Life Insurance	112,350
Vision Care Insurance	35,000
Major Medical Insurance	133,000
Retirement	3,250,000
Social Security	1,500,000
Unemployment Insurance	10,000
Workers' Compensation	61,700
Sick Leave Redemption	100,000
Workers' Comp. Self-Insured Expense	*520,350
Prescription Drugs	235,000
Annual Physical Program	15,000
	<hr/>
TOTAL	\$8,252,400

* \$313,350 Included in Department Budgets
 \$207,000 Non-Departmental Appropriation

Authorized Positions	MANAGING DIRECTOR	PLANNING & DEVELOPMENT	CITIZEN SERVICES	FINANCE	LEGAL	PERSONNEL	CENTRAL OPERATIONS	ENGINEERING	TRAFFIC SAFETY	HIGHWAY MAINTENANCE	TOTAL
Accountant II				1							1
Account Clerk I							1		2	6	9
Account Clerk II	1			8	1		2	1			13
Accounting Supervisor				1							1
Accounts Payable Clerk				1							1
Asst. Subdivision Improv. Supervisor								1			1
Asst. to Dir. of Highway Maintenance										1	1
Asst. to Managing Director for Public Information	1										1
Attorney II					2			1			3
Budget Supervisor				1							1
Chief Atty of Litigation & Loss Mgt					1						1
Chief Weighmaster									1		1
Citizen Services Coordinator			1								1
Citizen Services Clerk			4								4
Civil Engineer II								6	2	1	9
Civil Engineer III								9	3	1	13
Commission Receptionist	1										1
Computer Programmer		1									1

Authorized Positions	MANAGING DIRECTOR	PLANNING & DEVELOPMENT	CITIZEN SERVICES	FINANCE	LEGAL	PERSONNEL	CENTRAL OPERATIONS	ENGINEERING	TRAFFIC SAFETY	HIGHWAY MAINTENANCE	TOTAL
Computer Technician		1									1
Construction Accountant				1							1
Construction Engineer								1			1
County Highway Engineer Assistant Managing Director	1										1
Data Entry Operator		2									2
Data Processing Supervisor		1									1
Deputy Managing Director	1										1
Deputy Secretary-Clerk	1										1
Design Engineer								1			1
Director of Central Operations							1				1
Director of Citizen Services			1								1
Director of Engineering								1			1
Director of Finance				1							1
Director of Highway Maintenance										1	1
Director of Legal					1						1
Director of Personnel						1					1
Director of Traffic Safety									1		1
Director of Planning & Develop.		1									1

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Authorized Positions	MANAGING DIRECTOR	PLANNING & DEVELOPMENT	CITIZEN SERVICES	FINANCE	LEGAL	PERSONNEL	CENTRAL OPERATIONS	ENGINEERING	TRAFFIC SAFETY	HIGHWAY MAINTENANCE	TOTAL
District Superintendent							2		2	7	11
Engineering Aide								3			3
Engineering Inspector II								21	7		28
Engineering Inspector III								2	2		4
Engineering Technician II								12	9	1	22
Engineering Technician III								2	1		3
Environmental Concerns Coord.		1									1
Environmentalist I		1									1
Equipment Instructor										1	1
Fleet Manager							1				1
Foreman							4		6	18	28
Inventory Control Chief							1				1
Maintenance Analyst										1	1
Maintenance Operations Engineer										1	1
Managing Director	1										1
Office Manager	1								1		2
Payroll Accountant				1							1
Permits Engineer									1		1

REFERENCE BOOK

For Room Use Only

Authorized Positions	MANAGING DIRECTOR	PLANNING & DEVELOPMENT	CITIZEN SERVICES	FINANCE	LEGAL	PERSONNEL	CENTRAL OPERATIONS	ENGINEERING	TRAFFIC SAFETY	HIGHWAY MAINTENANCE	TOTAL
Personnel Specialist						3					3
Planner I		1									1
Planner II		1									1
Planner III		1									1
Plat Analyst								1			1
Programming Supervisor								1			1
Purchasing Agent							2				2
Purchasing Division Supervisor							1				1
Radio Communicator							1				1
ROW & Contracts Engineer								1			1
ROW Negotiator II								2			2
Risk & Insurance Analyst II					1						1
Risk Management Program Coord.					1						1
Rodman								5			5
Safety Supervisor					1						1
Secretary				1	2	1	1	1	1	1	8
Senior Personnel Specialist						1					1
Senior Secretary		1									1

Authorized Positions	MANAGING DIRECTOR	PLANNING & DEVELOPMENT	CITIZEN SERVICES	FINANCE	LEGAL	PERSONNEL	CENTRAL OPERATIONS	ENGINEERING	TRAFFIC SAFETY	HIGHWAY MAINTENANCE	TOTAL
Subdivision Improv. Supervisor								1			1
Special Assessment Analyst								1			1
Stenographer								2			2
Survey Crew Chief								4			4
Survey Instrumentman								4			4
Traffic Engineer									1		1
Transportation Planning Coord.		1									1
Typist Clerk II	1						1	2	3	1	8
Utilities Coordinator								1			1
Weighmaster									1		1
Total Salaried Positions	9	13	6	16	10	6	18	87	44	41	250

Authorized Positions	MANAGING DIRECTOR	PLANNING & DEVELOPMENT	CITIZEN SERVICES	FINANCE	LEGAL	PERSONNEL	CENTRAL OPERATIONS	ENGINEERING	TRAFFIC SAFETY	HIGHWAY MAINTENANCE	TOTAL
Assistant Sign Fabricator									1		1
Auger Operator									3		3
Bridge Crew Chief										1	1
Bridge Crew Member										5	5
Carpenter							1				1
Crew Leader							1			12	13
Electrician									16		16
Equipment Painter							1				1
Float Operator										44	44
Front End Broom Operator										1	1
Grade Person										5	5
Grader Operator										19	19
Janitor							4				4
Laborer II							4		15	12	31
Loader Operator										6	6
Log Loader Operator										1	1
Mechanic							33				33
Radio Repairman									1		1

Authorized Positions	MANAGING DIRECTOR	PLANNING & DEVELOPMENT	CITIZEN SERVICES	FINANCE	LEGAL	PERSONNEL	CENTRAL OPERATIONS	ENGINEERING	TRAFFIC SAFETY	HIGHWAY MAINTENANCE	TOTAL
Shoulder Maintainer										5	5
Shovel Operator										6	6
Sign Fabricator									1		1
Sign Truck Driver									8		8
Skilled Laborer I							3		12	7	22
Small Tool Repairman/Janitor										1	1
Solid State Electrician									1		1
Stock Clerk							4				4
Storekeeper							2				2
Street Sign Blade Installer									1		1
Tandem Float Driver										32	32
Tire Repair							1			5	6
Tractor Semi Driver										8	8
Tree Trimmer										7	7
Vac All Operator										1	1
Vactor Operator										3	3
Watchman							3				3

History of Road Commission for Oakland County Budgeted Positions

	<u>1987 Amended Budget</u>	<u>1988 Amended Budget</u>	<u>1989 Amended Budget</u>	<u>1990 Amended Budget</u>
Managing Director	4	5	10	14*
Clerk of the Board	4	4	4	0*
Planning & Development	18	18	13	13
Citizen Services	6	6	6	6
Finance	15	16	16	16
Legal	5	5	5	5
Central Operations	11	13	13	75
Personnel	6	6	6	6
Engineering	84	86	86	86
Traffic Safety	116	104	104	103
Maintenance	<u>276</u>	<u>277</u>	<u>277</u>	<u>222</u>
Totals	545	540	540	546

* In 1990 four budgeted positions from the Clerk of the Board were added to the Managing Director's Department.

1991 BUDGET
APPROPRIATION SUMMARY - OPERATING BY OBJECT

Salaries	\$20,344,818
Contracted Services	5,423,020
Materials, Supplies & Parts	6,988,523
Other Expenses	4,273,760
Fixed Charges	10,924,754
Capital Outlay	949,600
	<hr/>
TOTAL	\$48,904,475

1991 ROAD IMPROVEMENT PROGRAM

SOURCE OF FUNDING

DESCRIPTION	FEDERAL AID "A & C" FUNDS	CITY SHARE	TOWNSHIP SHARE	COUNTY SHARE	ROAD COMMISSION SHARE	TOTALS
SAFETY ROAD WIDENING	\$922,500	\$406,750	\$20,125		\$702,250	\$2,051,625
SAFETY INNERSECTION PROJECTS	\$292,500		\$41,250		\$41,250	\$375,000
SAFETY BRIDGES	\$655,500	\$36,125	\$36,125		\$72,250	\$800,000
SPOT SAFETY PROJECTS		\$100,000			\$100,000	\$200,000
CONTRACT PAVEMENT MANAGEMENT					\$160,000	\$160,000
TRI- PARTY PROGRAM		\$250,000	\$250,000	\$500,000	\$500,000	\$1,500,000
PAVE GRAVEL	\$270,000		\$47,500		\$10,000	\$327,500
DRAINAGE IMPROVEMENTS		\$12,500	\$12,500		\$25,000	\$50,000
CONTRACT MAINTENANCE BRIDGE			\$92,500		\$92,500	\$185,000
OTHER					\$255,000	\$255,000
SUB. TOTAL	\$2,140,500	\$805,375	\$500,000	\$500,000	\$1,958,250	\$5,904,125
1991 COMPLETION OF 1990 PROJECTS IN PROGRESS:						
SAFETY ROAD WIDENING	\$10,027,000	\$939,500	\$10,000	\$11,250	\$1,038,250	\$12,026,000
BRIDGES	\$232,000		\$24,000		\$24,000	\$280,000
TRI-PARTY		\$250,000	\$250,000	\$500,000	\$500,000	\$1,500,000
SUB TOTAL	\$10,259,000	\$1,189,500	\$284,000	\$511,250	\$1,562,250	\$13,806,000
TOTAL 1991 ROAD IMPROVEMENT	\$12,399,500	\$1,994,875	\$784,000	\$1,011,250	\$3,520,500	\$19,710,125
SPECIAL ASSESSMENT DISTRICTS						\$2,600,000
GRAND TOTAL	\$12,399,500	\$1,994,875	\$784,000	\$1,011,250	\$3,520,500	\$22,310,125

SUMMARY EXPLANATION OF DEBT

The Road Commission for Oakland County borrowed \$2,500,000 in 1984 from the Transportation Bonding Loan Program. This money was used for the intersection of Big Beaver and Rochester Roads. In 1986 \$5,500,000 of Michigan Transportation Fund Revenue Notes were issued and in 1987 an additional \$4,000,000 of revenue notes were issued. This money was spent on the three R Road Projects, (Resurface, Restoration, Rehabilitation) which required the highest priority for maintenance. In 1986 & 1987 sixty-eight miles of roads received safety improvement and a new surface.

The borrowing for the Road Commission for Oakland County Special Assessment Fund is to pay for costs incurred in the construction of subdivision streets. Notes are issued to fund this construction. These costs are special assessed to the owners of the property and reimbursed over a ten year period.

1991 BUDGET
FISCAL YEAR ENDING SEPTEMBER 30, 1991
SUMMARY OF FUNDED DEBT

Description of Debt	Fund Servicing Debt	Debt Outstanding 9/30/90	1991 Debt Service Payments	
			Principal	Interest
\$2,500,000 1984 Transportation Bonding Program Loan 10.22%	Road Fund	\$1,861,500	\$ 139,250	\$ 191,704
\$5,500,000 Michigan Transportation Fund Revenue Notes of 1986 5.5%-7.7%	Road Fund	2,750,000	550,000	202,950
\$4,000,000 Michigan Transportation Fund Revenue Notes of 1987 Series B 4.5%-6.4%	Road Fund	2,800,000	400,000	162,400
Total Road Fund		<u>\$7,411,500</u>	<u>\$1,089,250</u>	<u>\$ 557,054</u>
\$1,000,000 Michigan Transportation Fund Revenue Notes of 1981 10.25%-13.0%	S.A.D. Fund	100,000	100,000	11,000
\$4,000,000 Michigan Transportation Fund Revenue Notes of 1982 8.24%-12.25%	S.A.D. Fund	800,000	400,000	75,400
\$4,000,000 Michigan Transportation Fund Revenue Notes of 1984 6.0%-8.7%	S.A.D. Fund	1,200,000	400,000	102,000
\$4,000,000 Michigan Transportation Fund Revenue Notes of 1987 3.75%-5.40%	S.A.D. Fund	2,400,000	400,000	123,200
\$4,000,000 Michigan Transportation Fund Revenue Notes of 1989 4.25% to 9.25%	S.A.D. Fund	3,200,000	400,000	245,700
\$4,000,000 Michigan Transportation Fund Revenue Notes of 1991 Projection	S.A.D. Fund	4,000,000	400,000	150,000
Total S.A.D. Fund		<u>\$11,700,000</u>	<u>\$2,100,000</u>	<u>\$ 707,300</u>
Equipment Installment Purchase			405,000	
		1991 Debt Service		
		Road Fund	S.A.D. Fund	
Principal		<u>\$1,089,250</u>	<u>\$2,100,000</u>	
Interest		557,054	707,300	
Installment Purchase		405,500		
TOTAL DEBT SERVICE		<u>\$2,051,804</u>	<u>\$2,807,300</u>	

1991 BUDGET

ROAD FUND

STATEMENT OF CHANGE IN FUND BALANCE

	<u>Actual Fiscal Year Ended 9/30/89</u>	<u>Before Audit Fiscal Year Ending 9/30/90</u>	<u>1991 Budget Fiscal Year Ending 9/30/91</u>
Beginning Fund Balance	\$11,017,196	\$10,243,814	\$ 5,974,752
Revenues	\$52,889,712	\$65,223,938	\$63,840,125
Expenditures	53,663,094	69,493,000	64,506,125
Excess Revenues over (under) Expenditures	\$ (773,382)	\$(4,269,062)	\$ (666,000)
Ending Fund Balance	* \$10,243,814	\$ 5,974,752	\$ 5,308,752

* Analysis of Ending Fund Balance:

Reserved for 1990 Budget

\$ 4,269,062

Reserved for long term portion of the provision
for self-insured losses and compensated absences

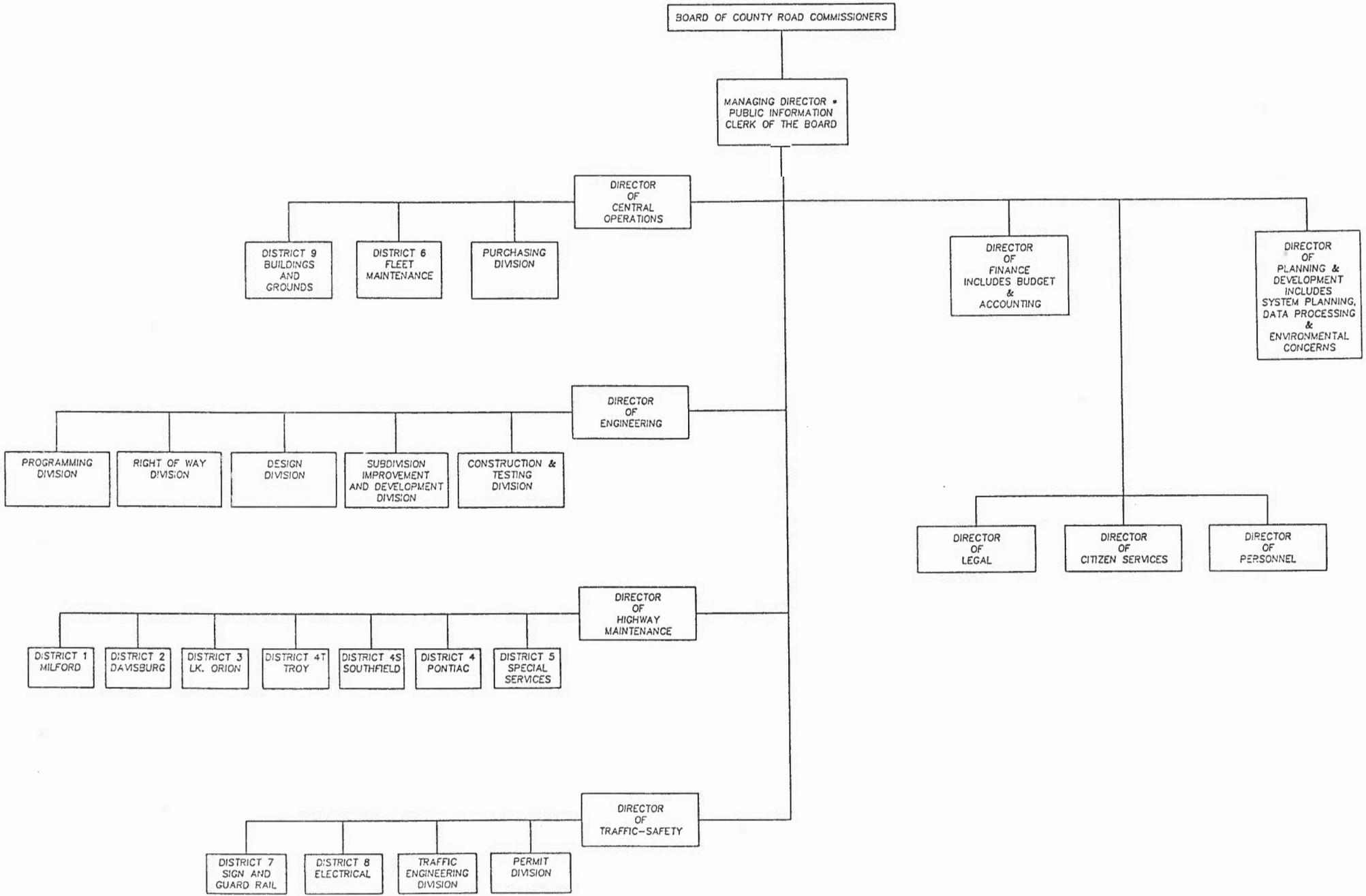
5,974,752

Total 9/30/89

\$10,243,814

ROAD COMMISSION FOR OAKLAND COUNTY ORGANIZATION STRUCTURE

32



• THE MANAGING DIRECTOR SERVES AS SECRETARY - CLERK OF THE BOARD
 • THE ASST. MANAGING DIRECTOR SERVES AS THE COUNTY HIGHWAY ENGINEER

1991
DEPARTMENTAL & NON-DEPARTMENTAL
APPROPRIATIONS

ROAD COMMISSION FOR OAKLAND COUNTY

1991 BUDGET

OBJECT DETAIL

Department: Board of Road Commissioners

<u>Object</u>		<u>Appropriation</u>
Salaries (See Position-Salary Detail)		\$ 31,000
Contracted Services		
Audit	\$ 51,700	
Membership Fees & Dues	<u>300</u>	52,000
Materials, Supplies & Parts		
Stationery & Office Supplies		500
Other Expenses		
Awards-Employees & Retirees	9,500	
Books, Subscriptions & Publications	200	
Travel	<u>20,000</u>	29,700
		<hr/>
TOTAL		\$113,200

ROAD COMMISSION FOR OAKLAND COUNTY

1991 BUDGET

POSITION - SALARY DETAIL

Department: Board of Road Commissioners

	<u>Salary</u>		<u>Appropriation</u>
	<u>Minimum</u>	<u>Maximum</u>	
Road Commissioners	\$10,000	\$11,000	\$ 31,000
			<hr/>
	TOTAL SALARIES		\$31,000

MANAGING DIRECTOR DEPARTMENT

The Clerk is the "Official Keeper of the Records" charged with the responsibility for providing and maintaining all official Road Commission records, and making available to all departments an accurate and up-to-date filing system of these records. The Clerk's Office also receipts, balances, and prepares deposits for all incoming Road Commission monies; places and handles billings of advertising for projects and materials; tabulates all equipment and material bids; processes all incoming and outgoing mail; mails all press releases; processes all incoming materials for weekly board meeting; and prepares the agenda and minutes for the weekly Board meeting.

ROAD COMMISSION FOR OAKLAND COUNTY

1991 BUDGET

OBJECT DETAIL

Department: Managing Director

<u>Object</u>		<u>Appropriation</u>
Salaries (See Position-Salary Detail)		\$425,369
Contracted Services		
Annual Report	\$ 40,000	
Membership Fees & Dues	900	
Professional Services	<u>107,000</u>	147,900
Materials, Supplies & Parts		
Photography Expense	1,500	
Stationery & Office Supplies	<u>9,000</u>	10,500
Other Expenses		
Advertising	35,000	
Books, Subscriptions & Publications	4,125	
Postage	35,000	
Training	2,000	
Travel	<u>18,750</u>	94,875
Capital Outlay		
Office Equipment		3,600
TOTAL		<u>\$682,244</u>

ROAD COMMISSION FOR OAKLAND COUNTY

1991 BUDGET

POSITION - SALARY DETAIL

Department: Managing Director

<u>Authorized Positions</u>	<u>Classification</u>	<u>Salary</u>		<u>Appropriation</u>
		<u>Minimum</u>	<u>Maximum</u>	
1	Managing Director*	\$64,100	\$89,600	\$ 89,600
1	Deputy Managing Director	57,700	75,800	72,714
1	Assistant Managing Director**	55,100	72,500	71,182
1	Assistant to the Director for Public Information	40,212	46,968	45,942
1	Deputy Secretary-Clerk	31,060	36,217	32,127
1	Office Manager	27,841	32,386	31,679
1	Account Clerk II	24,170	26,349	25,450
1	Typist Clerk II	22,096	24,067	23,541
1	Commission Receptionist	20,480	22,292	21,805
9	TOTAL			\$414,040
	Overtime			300
	Seasonal			10,000
	Longevity			1,029
	TOTAL SALARIES			\$425,369

*The Managing Director is designated the statutory Secretary-Clerk of the Board

** The Assistant Managing Director serves as the County Highway Engineer

In 1991 The Risk Management positions were transferred to The Legal Department.

PLANNING & DEVELOPMENT DEPARTMENT

The following provides a summary of the activities conducted by Planning & Development.

Systems Planning provides technical and administrative assistance to the Road Commission for Oakland County (RCOC) research, evaluation, and planning. Key functions include: analyzing accident data for the development of the Road Improvement Program; evaluating the accident impacts of specific improvements, policies, and procedures; develop procedures for evaluating the benefits of road projects; design and implement the RCOC computer system; develop programs and procedures to assist RCOC operations (pavement management systems, photologs, etc.); evaluate transportation issues for their impact on RCOC; provide staff liaison to various state, regional and local transportation agencies and committees; monitor county-wide development and evaluate the impact of that development on the transportation system; determine future transportation needs; evaluate requests for road certification or abandonment; develop and update road functional classifications; evaluate road network decisions for planning purposes; provide staff support for the Federal Aid Urban Systems Funding Task Force; develop a long-range transportation plan; assist the operating departments with departmental planning.

Environmental Concerns staff reviews special assessment and proposed construction projects for any potential social, economic or environmental conflict; prepares environmental studies in compliance with the National Environmental Policy Act in order to become eligible for federal funding; and assists other departments in complying with rules for storage/disposal of hazardous wastes. Staff processes Natural Beauty Road petitions, attends public meetings, examines environmental complaints or concerns that the public or local officials have about RCOC practices or proposed projects, and conducts or oversees air, noise or water quality studies. Environmental Concerns also prepares assessments and attends informational meetings; reviews the Road Improvement Program to determine the need for public involvement; monitors construction projects that have environmental issues to ensure compliance with state/local rules and regulations; reviews site and bikeway plans and environmental reports prepared by other agencies.

Data Processing provides agency-wide computer support by writing and maintaining computer programs; enters and edits data into computer files; and assists computer users in identifying and specifying new data needs and in modifying existing needs. Data Processing identifies, designs, and specifies computer system improvements to maintain and improve the level of computer service to the agency. Staff programmers and analyst serve as technical advisors to various committees and task groups dealing with the agency needs. Other tasks include assisting in training personnel in computer usage, evaluating the applicability of commercially available computer programs to RCOC's need, and developing new methods for analyzing RCOC data.

ROAD COMMISSION FOR OAKLAND COUNTY

1991 BUDGET

OBJECT DETAIL

Department: Planning & Development

<u>Object</u>		<u>Appropriation</u>
Salaries (See Position-Salary Detail)		\$515,652
Contracted Services		
EDP Services	\$129,000	
Membership Fees & Dues	620	
Professional Services	<u>82,000</u>	211,620
Materials, Supplies & Parts		
Data Processing Supplies	22,000	
Photography Expense	3,500	
Stationery & Office Supplies	<u>10,430</u>	35,930
Other Expenses		
Books, Subscriptions & Publications	900	
Training	10,100	
Travel	<u>8,100</u>	19,100
Capital Outlay		
Office Equipment		<u>33,100</u>
TOTAL		\$815,402

ROAD COMMISSION FOR OAKLAND COUNTY

1991 BUDGET

POSITION - SALARY DETAIL

Department: Planning & Development

<u>Authorized Positions</u>	<u>Classification</u>	<u>Salary</u>		<u>Appropriation</u>
		<u>Minimum</u>	<u>Maximum</u>	
1	Director of Planning and Development	\$48,800	\$64,600	\$ 58,800
1	Transportation Planning Coordinator	45,402	53,074	49,403
1	Environmental Concerns Coordinator	40,212	46,968	45,942
1	Planner III	37,504	43,910	41,320
1	Data Processing Supervisor	37,504	43,910	42,495
1	Planner II	33,558	39,073	37,931
1	Computer Programmer	30,540	35,521	33,465
1	Computer Technician	27,874	32,386	34,215
1	Planner I	27,874	32,386	31,679
1	Environmentalist I	27,874	32,386	31,679
1	Senior Secretary	27,874	32,386	31,679
2	Data Entry Operator	22,096	24,067	47,084
13	TOTAL			\$485,692
	Overtime			15,000
	Seasonal			4,200
	Longevity			10,760
	TOTAL SALARIES			\$515,652

CITIZEN SERVICES DEPARTMENT

The Department of Citizen Services originated in 1973 and its responsibilities are to serve the citizens of Oakland County for service and information requests. This office receives 15,000 to 20,000 requests annually on its 2,700 miles of public roads. Many of the requests involve winter maintenance, pot holes, drainage, traffic signs and signals, pavement markings, and construction projects.

The office is comprised of a Director, Citizen Services Coordinator and four Citizen Services Clerks. These services were included in the Office of the Clerk of the Board prior to 1973.

This Department also administers the Road Commission's summer dust control program for residents who reside on gravel roads. In 1989 the program covered 330 miles of gravel roads, more than one-third of the total gravel road mileage in the county. This program generated more than \$525,000 in revenue to offset the cost of the program.

ROAD COMMISSION FOR OAKLAND COUNTY

1991 BUDGET

OBJECT DETAIL

Department: Citizen Services

<u>Object</u>		<u>Appropriation</u>
Salaries (See Position-Salary Detail)		\$195,417
Contracted Services		0
Materials, Supplies & Parts		
Photography Expense	\$ 300	
Stationery & Office Supplies	<u>4,000</u>	4,300
Other Expenses		
Books, Subscriptions & Publications	30	
Training	1,600	
Travel	<u>0</u>	1,630
Capital Outlay		
Office Equipment	5,500	5,500
TOTAL		<u>\$206,847</u>

ROAD COMMISSION FOR OAKLAND COUNTY

1991 BUDGET

POSITION - SALARY DETAIL

Department: Citizen Services

<u>Authorized Positions</u>	<u>Classification</u>	<u>Salary</u>		<u>Appropriation</u>
		<u>Minimum</u>	<u>Maximum</u>	
1	Director of Citizen Services	\$43,000	\$54,300	\$ 54,300
1	Citizen Services Coordinator	30,540	35,521	34,745
4	Citizen Services Clerk	24,170	26,349	103,092
6	TOTAL			\$192,137
	Overtime			500
	Seasonal			-0-
	Longevity			2,780
	TOTAL SALARIES			\$195,417

FINANCE DEPARTMENT

The function of the Finance Department is to plan, coordinate, and administer all of the accounting, financial, and budgetary functions of the Road Commission including preparation of financial statements. The Finance Department is responsible for the administration of the Road Commission's Three-Year Financial Plan in which all operating department directors participate. The Finance Department is also charged with the administration of the Road Commission for Oakland County Retirement System and Section 457 Deferred Compensation Plan. Other key functions include cash management, investment of idle funds, handling the issuance of notes and bonds, and financial analysis of special projects to assist the Managing Director in decision-making.

The Accounting section maintains the general ledger and administers the related functions including payroll, accounts payable, accounts receivable, and inventory control. Other functions of the Accounting section include preparation of the Annual Report required by Act 51 which governs the operation of the Road Commission, preparing billings for and accounting for the State Trunk Line Maintenance Contract and working with both independent public accountants and state auditors.

The Budget section prepares and administers the Road Commission's fiscal budget including preparation of the budget document and the administration of appropriation transfers authorizing revisions to the budget. It also analyzes and distributes the monthly Budget vs Actual reports and assists the operating departments in identifying and resolving variances. The Budget section also does the accounting for the Road Improvement Program including billing local units of government for their agreed participation in road projects.

ROAD COMMISSION FOR OAKLAND COUNTY

1991 BUDGET

OBJECT DETAIL

Department: Finance

<u>Object</u>		<u>Appropriation</u>
Salaries (See Position-Salary Detail)		\$544,080
Contracted Services		
EDP Services	\$ 1,830	
Membership Fees & Dues	650	
Professional Services	<u>5,000</u>	
		7,480
Materials, Supplies & Parts		
Stationery & Office Supplies		10,000
Other Expenses		
Books, Subscriptions & Publications	1,670	
Training	5,200	
Travel	<u>2,100</u>	
		8,970
Fixed Charges		
Retirement Administrative Expense		22,000
Capital Outlay		
Office Equipment		8,500
TOTAL		<u>\$601,030</u>

ROAD COMMISSION FOR OAKLAND COUNTY

1991 BUDGET

POSITION - SALARY DETAIL

Department: Finance

<u>Authorized Positions</u>	<u>Classification</u>	<u>Salary</u>		<u>Appropriation</u>
		<u>Minimum</u>	<u>Maximum</u>	
1	Director of Finance	\$52,500	\$69,500	\$ 61,230
1	Accounting Supervisor	40,212	46,968	43,768
1	Budget Supervisor	34,418	40,857	39,965
1	Accountant II	33,558	39,073	38,220
1	Payroll Accountant	27,874	32,386	31,678
1	Construction Accountant	27,874	32,386	31,678
1	Accounts Payable Clerk	27,084	30,034	29,378
8	Account Clerk II	24,170	26,349	206,184
1	Secretary	24,170	26,349	25,773
—				—
16	TOTAL			\$507,874
		Overtime		17,000
		Seasonal		8,600
		Longevity		10,606
				—
		TOTAL SALARIES		\$544,080

LEGAL DEPARTMENT

The responsibility of the Legal Department is to manage the legal affairs of the Road Commission and to advise and assist all agency personnel to ensure that all actions taken are consistent with relevant laws and are in accordance with the Board's enacted policies, the directives of the Office of the Managing Director, and the vision and mission of the Road Commission. Additionally, the Legal Department is responsible for the risk management function of the Road Commission, principally involving accident analysis and dissemination of information to agency personnel directed toward risk identification and reduction.

Attainment of these objections are accomplished primarily through the Legal Department's involvement in a variety of issues and activities which are managed by the department within the general framework of the functional categories set forth below:

- Litigation and loss management, which includes the management of all claims and litigation involving the Board, its officials, and employees. This also includes the management of the Road Commission Trial Assistant Program and coordination of all employee involvement related to litigation matters.

- Statutorily mandated duties, which includes responsibility for various proceedings authorized by statute, including but not limited to: Abandonment petitions, highway jurisdiction transfers; and, Freedom of Information Act compliance.

- Legal opinions and research, which includes the drafting of legal opinions at the request of the Board, the Managing Director and other departments as well as topical research in conjunction with specific legal issues and an ongoing review and analysis of all relevant State/Federal court decisions and Michigan/Federal statutes which impact the agency.

- Contract drafting/review, including the preparation and/or review of agreements between the Board and numerous entities, including but not limited to: the Michigan Department of Transportation, municipalities, townships, county government, other road commissions, contractors, banks and insurance carriers.

- Agency operations, which includes formal and informal opinions regarding the operational procedures of other Road Commission departments and investigation/representation of the agency in administrative proceedings.

- Special projects as directed by the Office of the Managing Director, which may include the drafting of proposed legislation; drafting and/or review of all Board Directives; and, membership in various agency committees.

- Risk Management function, including the following: responsibility for management and coordination of the Road Commission's insurance and self-insurance program for liability, property and workers' compensation; negotiations with insurance carriers; inspections of Road Commission buildings and field work sites; compilation and analysis of accident data and recommendations to all levels of supervision and the Road Commission work force in identifying methods for reducing the risk of injury both to employees and to the traveling public; overseeing agency compliance with MIOSHA Regulations; and, Chair the Risk Management Program Coordinating Committee and Employee Safety Committee.

ROAD COMMISSION FOR OAKLAND COUNTY

1991 BUDGET

OBJECT DETAIL

Department: Legal

<u>Object</u>		<u>Appropriation</u>
Salaries (See Position-Salary Detail)		\$398,549
Contracted Services		
Professional Services		19,500
Materials, Supplies & Parts		
Photography Expense	200	
Stationery & Office Supplies	<u>8,500</u>	8,700
Other Expenses		
Awards-Employees & Retirees	2,500	
Books, Subscriptions & Publications	14,000	
Training	2,000	
Safety Control Expense	10,000	
Travel	<u>4,585</u>	33,085
Capital Outlay		
Office Equipment		11,900
TOTAL		<u>\$471,734</u>

ROAD COMMISSION FOR OAKLAND COUNTY

1991 BUDGET

POSITION - SALARY DETAIL

Department: Legal

<u>Authorized Positions</u>	<u>Classification</u>	<u>Salary</u>		<u>Appropriation</u>
		<u>Minimum</u>	<u>Maximum</u>	
1	Director of Legal	\$48,800	\$64,600	\$ 64,600
1	Chief Attorney of Litigation & Loss Management	42,808	50,016	48,923
1	Risk Management Program Coordinator	40,212	46,968	44,280
2	Attorney II	36,901	43,051	84,222
1	Safety Supervisor	33,521	39,072	38,219
1	Secretary	23,342	27,084	25,942
1	Risk & Insurance Analyst II	30,540	35,521	31,785
1	Account Clerk II	24,170	26,349	25,773
1	Secretary	24,170	26,349	25,773
10	TOTAL			\$389,517
	Overtime			3,200
	Seasonal			2,100
	Longevity			3,732
	TOTAL SALARIES			\$398,549

Includes five positions from (Risk Management) previously included in Managing Directors Budget.

PERSONNEL DEPARTMENT

The Personnel Department provides a complete range of employee and human resource services utilizing staff specialists in employee benefits, classification and compensation, training, and employee relations. Labor relations, with four union locals, are the primary responsibility of the department director. Subtitled with the broad spectrum of these general topics are benefit information systems, United Way and U.S. Savings Bond campaigns, classification audits, job descriptions, wage surveys, employee recruiting, interview participation, applicant tracking, transfers, promotions, and employee discipline.

Other concerns include the administration of the tuition reimbursement program, long-range training plans, employee orientation, the investigation of employee complaints, assistance with equal employment opportunity issues, and maintenance of the Affirmative Action Plan.

ROAD COMMISSION FOR OAKLAND COUNTY

1991 BUDGET

OBJECT DETAIL

Department: Personnel

<u>Object</u>	<u>Appropriation</u>
Salaries (See Position-Salary Detail)	\$251,208
Contracted Services	
Labor Relations	\$ 37,000
Membership Fees & Dues	225
Professional Services	<u>18,000</u>
	55,225
Materials, Supplies & Parts	
Stationery & Office Supplies	7,700
Other Expenses	
Advertising	2,000
Books, Subscriptions & Publications	2,700
Medical Exams	9,000
Training	55,670
Travel	<u>6,050</u>
	75,420
Capital Outlay	0
	<hr/>
TOTAL	\$389,553

ROAD COMMISSION FOR OAKLAND COUNTY

1991 BUDGET

POSITION - SALARY DETAIL

Department: Personnel

<u>Authorized Positions</u>	<u>Classification</u>	<u>Salary</u>		<u>Appropriation</u>
		<u>Minimum</u>	<u>Maximum</u>	
1	Director of Personnel	\$43,000	\$54,300	\$ 54,300
1	Senior Personnel Specialist	37,504	43,910	41,805
3	Personnel Specialist	33,521	39,072	114,657
1	Secretary	24,170	26,349	26,492
<hr/>				<hr/>
6	TOTAL			\$237,254
		Overtime		1,000
		Seasonal		8,000
		Longevity		4,954
				<hr/>
		TOTAL SALARIES		\$251,208

CENTRAL OPERATIONS DEPARTMENT

The Central Operations Department includes the Purchasing Division, Fleet Maintenance (District #6), and Buildings & Grounds (District #9).

The Purchasing Division is responsible for expenditures of approximately \$10 million annually which include but are not limited to:

Concrete sawing, tree trimming, refuse disposal, roadside spraying, cars, trucks, vans, front end loaders, graders, rollers, excavators, compactors, concrete saws, mowers, snow plows, fuel dispensing pumps, etc.

Bulk items, i.e., salt, tires, gravel, gasoline, motor oil, diesel fuel, grader blades, liquid calcium chloride, cold patch, and hot patch.

Garage supplies and tools, i.e., tire changers, grinders, battery charges, hydraulic jacks, air hammers, impact wrenches, mechanics hand tools, electric drills and various other hand tools.

Engineering laboratory equipment and supplies, i.e., chemicals, sample splitters, engineering metal locators, measuring wheels, survey equipment, drafting equipment, and supplies.

Traffic equipment and supplies, i.e., post drivers, truck mounted augers, illuminated arrows, two-way radios, signs, sign posts, sign blanks, and decals.

Other items, i.e., corrugated metal culvert pipe, cement pipe, sod, grass seed, office furniture and equipment, stationery, printing and office supplies, and automotive replacement and repair parts.

The Purchasing Division is also responsible for the inventory control function which includes the warehousing of approximately \$2 million in inventory. Other duties include making travel and hotel arrangements, and responsibility for the telephone system.

Fleet Maintenance is responsible for the repair and maintenance of equipment, i.e., trucks, pickups, sedans, graders, plows, trailers, excavators, spreaders, mowers, saws, aerial equipment, traffic counters, and radios.

Buildings & Grounds is responsible for the maintenance and repair of all buildings and grounds, security service, office machine repairs, and utilities.

ROAD COMMISSION FOR OAKLAND COUNTY

1991 BUDGET

OBJECT DETAIL

Department: Central Operations

<u>Object</u>	<u>Appropriation</u>
Salaries (See Position-Salary Detail)	\$2,666,587
Contracted Services	
Maintenance Contracts	\$ 55,900
Membership Fees & Dues	180
Security Services	13,750
Fire Extinguisher Service	1,400
Car Washing	3,500
Building & Equipment Leases	<u>80,600</u>
	155,330
Materials, Supplies & Parts	
Brine Well Expense	10,000
Buildings & Grounds Maintenance	116,400
Small Tools	2,500
Repair to Fuel Equipment	10,000
Laundry Expense	44,100
Garage Expense	60,000
Garage Equipment Repair	18,900
Gas, Oil & Diesel Fuel	670,000
Road & General Equipment Repair	1,244,750
Vehicle Safety Improvement	10,000
Janitor & Restroom Supplies	26,000
Stationery & Office Supplies	12,939
Garage Small Tools	<u>53,700</u>
	2,279,289
Other Expenses	
Books, Subscriptions & Publications	200
Maintenance Contracts-Office Equipment	21,000
Training	8,500
Safety Control Expense	3,500
Travel	<u>600</u>
	33,800

ROAD COMMISSION FOR OAKLAND COUNTY

1991 BUDGET

OBJECT DETAIL

Department: Central Operations (Continued)

<u>Object</u>		<u>Appropriation</u>
Fixed Charges		
Electrical	\$204,750	
Heat	225,000	
Telephone	158,000	
Water	5,800	
Workers' Comp.-Self Insured Expense	<u>28,650</u>	\$ 622,200
Capital Outlay		
Buildings	70,200	
Shop Equipment	28,800	
Office Equipment	32,900	
Storage Facilities	<u>262,000</u>	393,900
TOTAL		<u>\$6,151,106</u>

ROAD COMMISSION FOR OAKLAND COUNTY

1991 BUDGET

POSITION - SALARY DETAIL

Department: Central Operations

Office of Director

<u>Authorized Positions</u>	<u>Classification</u>	<u>Salary</u>		<u>Appropriation</u>
		<u>Minimum</u>	<u>Maximum</u>	
1	Director of Central Operations	\$48,800	\$64,600	\$ 64,600
1	Fleet Manager	37,504	43,910	42,951
1	Secretary	24,170	26,349	25,773
<hr/> 3	TOTAL			<hr/> \$133,324
	Overtime			3,400
	Seasonal			12,000
	Longevity			4,295
	TOTAL SALARIES			<hr/> \$153,019

ROAD COMMISSION FOR OAKLAND COUNTY

1991 BUDGET

POSITION - SALARY DETAIL

Department: Central Operations

Division: Purchasing

<u>Authorized Positions</u>	<u>Classification</u>	<u>Salary</u>		<u>Appropriation</u>
		<u>Minimum</u>	<u>Maximum</u>	
1	Purchasing Division Supervisor	\$37,504	\$43,910	\$ 39,735
1	Inventory Control Chief	31,060	36,217	35,426
2	Purchasing Agent	30,540	35,521	66,694
2	Account Clerk II	24,170	26,349	51,546
1	Typist Clerk II	22,096	24,067	23,541
2	Storekeeper	30,098	31,230	60,880
4	Stock Clerk	28,787	29,889	117,832
<hr/>				<hr/>
13	TOTAL			\$395,654
			Overtime	6,500
			Longevity	10,685
			<hr/>	<hr/>
			TOTAL WAGES	\$412,839

ROAD COMMISSION FOR OAKLAND COUNTY

1991 BUDGET

POSITION - SALARY DETAIL

Department: Central Operations

District #6: Fleet Maintenance

<u>Authorized Positions</u>	<u>Classification</u>	<u>Salary</u>		<u>Appropriation</u>
		<u>Minimum</u>	<u>Maximum</u>	
1	District Superintendent	\$37,555	\$39,454	\$ 39,454
1	Account Clerk I	22,096	24,067	23,541
3	Foreman	31,605	33,048	99,144
33	Mechanic	32,947	34,207	1,030,272
1	Equipment Painter	30,098	31,230	30,440
1	Tire Repair	29,598	30,727	29,939
2	Laborer II	28,018	29,072	56,674
—				
42	TOTAL			\$1,309,464
		Overtime		184,000
		Longevity		36,195
		TOTAL SALARIES & WAGES		\$1,529,659

ROAD COMMISSION FOR OAKLAND COUNTY

1991 BUDGET

POSITION - SALARY DETAIL

Department: Central Operations

District #9: Buildings and Grounds

<u>Authorized Positions</u>	<u>Classification</u>	<u>Salary</u>		<u>Appropriation</u>
		<u>Minimum</u>	<u>Maximum</u>	
1	District Superintendent	\$37,555	\$39,454	\$ 38,268
1	Foreman	31,605	33,048	33,048
1	Carpenter	32,947	34,207	33,327
1	Crew Leader	31,803	33,012	32,168
3	Skilled Laborer I	29,598	30,727	89,817
3	Watchman	28,787	29,889	87,360
2	Laborer II	28,018	29,072	56,674
4	Janitor	24,565	25,487	*101,880
1	Radio Communicator	27,084	30,034	29,031
17	TOTAL			\$501,573
		Overtime		50,100
		Longevity		19,397
		TOTAL SALARIES & WAGES		\$571,070

*Includes nightshift premium

ENGINEERING DEPARTMENT

The Engineering Department has five divisions. The following provides a summary of the activities conducted by each division.

Right-of-Way Division performs right-of-way engineering; that is, determines adjacent property needed for road improvement plans. It also provides all legal work necessary for road improvement projects of various types. The division negotiates for and acquires properties needed, if not already owned, by the public. The division does all legal work and administration associated with right-of-way, including determining property ownership, appraisals, and necessary documentation. In addition to serving department project needs, the division assists local units of government, utility companies, and citizens with road right-of-way questions.

Subdivision Improvement and Development Division has three major areas of responsibility for public subdivision streets in non-incorporated areas of the county: Administration of acceptance of new streets created by developers; improvement of existing streets by special assessment procedures; and administration of conversions of private streets to public status when the necessary procedures are initiated by townships.

Design Division is responsible for design of all county road improvement projects other than subdivision street improvements (although it at times assists with these). Most projects are designed in-house by staff. Other responsibilities include advertising for and qualifying private contractors to construct the projects. This division also conducts public informational meetings and assists in plat review and other functions.

Construction Division includes testing, and is responsible for administration of all construction contracts. The division is responsible for quality assurance on all road improvement projects, including assuring that the contractor complies with designs and construction specifications. The division evaluates soils and other factors of a project area prior to design. It also tests construction materials at the point of manufacture and on site both during and after construction. On-site inspection of contractors' work is performed throughout a project. Documentation of work accomplished and materials used is conducted for both Road Commission use and for verification to funding agencies - such as the Federal Highway Administration and the state.

Programming Division is responsible for road improvement projects suggested by various sources both inside and outside the organization, identifying and procuring funding for scheduled projects included in RCOC budget, and monitoring the progress of projects through final accounting. The division prepares forms for federal aid and prepares documents necessary to certify road mileage and conditions as required to qualify for state-collected vehicle fuel and licensing tax funding.

ROAD COMMISSION FOR OAKLAND COUNTY

1991 BUDGET

OBJECT DETAIL

Department: Engineering

<u>Object</u>		<u>Appropriation</u>
Salaries (See Position-Salary Detail)		\$3,480,412
Contracted Services		
Copying Equipment	\$ 25,000	
S.A.D. Projects Administration	50,000	
EDP Services	3,000	
Membership Fees & Dues	600	
Professional Services	663,500	
Equipment Leases	<u>11,000</u>	
		753,100
Materials, Supplies & Parts		
Photography Expenses	1,500	
Stationery & Office Supplies	41,800	
Parts & Supplies	<u>30,000</u>	
		73,300
Other Expenses		
Books, Subscriptions & Publications	1,200	
Training	9,175	
Safety Control Expense	2,000	
Travel	8,525	
Right of Way Program (Non Project)	<u>10,000</u>	
		30,900
Fixed Charges		
Workers' Comp. - Self Insured Expense		7,825
Capital Outlay		
Shop Equipment	1,800	
Office Equipment	49,650	
Engineering Equipment	<u>5,800</u>	
		57,250
TOTAL		<u>\$4,402,787</u>

ROAD COMMISSION FOR OAKLAND COUNTY

1991 BUDGET

POSITION - SALARY DETAIL

Department: Engineering
Office of Director

<u>Authorized Positions</u>	<u>Classification</u>	<u>Salary</u>		<u>Appropriation</u>
		<u>Minimum</u>	<u>Maximum</u>	
1	Director of Engineering	\$48,800	\$64,600	\$58,172
1	Secretary	24,170	26,349	25,773
—				—————
2	TOTAL			\$ 83,945
	Overtime			5,000
	Seasonal			54,960
	Longevity			-0-
				—————
	TOTAL SALARIES			\$143,905

ROAD COMMISSION FOR OAKLAND COUNTY

1991 BUDGET

POSITION - SALARY DETAIL

Department: Engineering

Division: Right of Way

<u>Authorized Positions</u>	<u>Classification</u>	<u>Salary</u>		<u>Appropriation</u>
		<u>Minimum</u>	<u>Maximum</u>	
1	R.O.W. & Contracts Engineer	\$42,808	\$50,016	\$ 48,923
1	R.O.W. Attorney II	36,901	43,051	42,111
1	Engineering Technician III	31,060	36,217	34,429
2	R.O.W. Negotiator II	30,540	35,521	67,102
1	Engineering Technician II	27,874	32,386	31,678
1	Engineering Aide	27,084	30,034	30,034
1	Typist Clerk II	22,096	24,067	23,541
—				-----
8	TOTAL			\$277,818
	Overtime			6,500
	Longevity			16,314
	Winter Transfer from Construction			10,144

	TOTAL SALARIES			\$310,776

ROAD COMMISSION FOR OAKLAND COUNTY

1991 BUDGET

POSITION - SALARY DETAIL

Department: Engineering

Division: Subdivision Improvement & Development

<u>Authorized Positions</u>	<u>Classification</u>	<u>Salary</u>		<u>Appropriation</u>
		<u>Minimum</u>	<u>Maximum</u>	
1	S.I.D. Supervisor	\$45,402	\$53,074	\$ 51,915
1	Asst. S.I.D. Supervisor	40,212	46,968	40,514
2	Civil Engineer III	37,504	43,910	85,220
1	Engineering Technician III	31,060	36,217	35,426
1	Plat Analyst	30,540	35,521	34,745
1	Special Assessment Analyst	30,540	35,521	34,745
3	Engineering Technician II	27,874	32,386	93,164
2	Engineering Inspector II	27,874	32,386	63,356
1	Engineering Aide	27,084	30,034	29,378
1	Stenographer	22,096	24,067	23,541
—				—
14	TOTAL			\$492,004
		Overtime		30,000
		Longevity		26,434
				—
		TOTAL SALARIES		\$548,438

ROAD COMMISSION FOR OAKLAND COUNTY

1991 BUDGET

POSITION - SALARY DETAIL

Department: Engineering

Division: Design

<u>Authorized Positions</u>	<u>Classification</u>	<u>Salary</u>		<u>Appropriation</u>
		<u>Minimum</u>	<u>Maximum</u>	
1	Design Engineer	\$45,402	\$53,074	\$ 47,883
3	Civil Engineer III	37,504	43,910	127,578
3	Civil Engineer II	33,558	39,073	112,595
1	Survey Crew Chief	31,060	36,217	35,426
6	Engineering Technician II	27,874	32,386	190,068
1	Survey Instrumentman	27,084	30,034	29,378
1	Rodman	22,096	24,067	23,541
16	TOTAL			\$566,469
		Overtime		45,800
		Longevity		15,656
		Winter Transfer from Construction		33,812
		TOTAL SALARIES		\$661,737

ROAD COMMISSION FOR OAKLAND COUNTY

1991 BUDGET

POSITION - SALARY DETAIL

Department: Engineering

Division: Construction & Testing

<u>Authorized Positions</u>	<u>Classification</u>	<u>Salary</u>		<u>Appropriation</u>
		<u>Minimum</u>	<u>Maximum</u>	
1	Construction Engineer	\$45,402	\$53,074	\$ 51,915
3	Civil Engineer III	37,504	43,910	129,353
2	Civil Engineer II	33,558	39,073	72,504
2	Engineering Inspector III	31,060	36,217	68,790
1	Utilities Coordinator	30,540	35,521	34,745
3	Survey Crew Chief	31,060	36,217	105,962
19	Engineering Inspector II	27,874	32,386	601,882
1	Engineering Technician II	27,874	32,386	29,378
3	Survey Instrumentman	27,084	30,034	88,134
1	Account Clerk II	24,170	26,349	25,773
4	Rodman	22,096	24,067	92,260
1	Stenographer	22,096	24,067	23,541
—				<hr/>
41	TOTAL			\$1,324,237
	Overtime			245,000
	Longevity			67,988
	Winter Transfer to ROW, Design and Programming			(64,244)
				<hr/>
	TOTAL SALARIES			\$1,572,981

ROAD COMMISSION FOR OAKLAND COUNTY

1991 BUDGET

POSITION - SALARY DETAIL

Department: Engineering

Division: Programming

<u>Authorized Positions</u>	<u>Classification</u>	<u>Salary</u>		<u>Appropriation</u>
		<u>Minimum</u>	<u>Maximum</u>	
1	Programming Supervisor	\$42,808	\$50,016	\$ 48,923
1	Civil Engineer III	37,504	43,910	42,951
1	Civil Engineer II	33,558	39,073	38,220
1	Engineering Technician II	27,874	32,386	31,678
1	Engineering Aide	27,084	30,034	29,378
1	Typist Clerk II	22,096	24,067	23,541
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6	TOTAL			\$214,691
	Overtime			7,500
	Longevity			10,240
	Winter Transfer from Construction			10,144
				<hr/>
	TOTAL SALARIES			\$242,575

TRAFFIC SAFETY DEPARTMENT

Traffic Safety consists of three divisions and two districts: Office of Director, Traffic Engineering Division, Permits Division, District #7 (traffic signs and guardrail), and District #8 (traffic signals and other electrical devices). The Traffic Engineering Division's activities include the study, planning and designing for the safe and efficient movement of traffic on roads in Oakland County. This includes traffic data collection, analyzing traffic accident information, analyzing traffic data, and reviewing the geometrics on construction plans. Additionally, the Traffic Engineering Division provides the engineering services to the operating districts which are responsible for installing and maintaining the traffic signs, traffic signals, and guardrails on the road system. The Permit Division handles the issuance of permits to people requesting approval to perform work on Road Commission rights-of-way. Permits are issued for commercial and private driveways, private roads, public utilities, overweight and oversized vehicles, road oiling/chloriding, and various other work activities performed by contractors, citizens, and others in the right-of-way. After issuance of the permit, the Permit Division is also responsible for the inspection of the work by the permit licensee to ensure the work is done in accordance with Road Commission for Oakland County standards.

	<u>FY 1989</u> <u>Budget</u>	<u>FY 1990</u> <u>Budget</u>	<u>FY 1991</u> <u>Budget</u>
Traffic Signal Installations	28	25	17
Traffic Signal Modernizations	72	111	71
Traffic Signal Maintenance (number of signals maintained)	950	1,025	1,136
Traffic Sign Maintenance (number of signs maintained)	23,100	24,107	25,100
Guardrails (length of new material to be used)	10,800	21,713	19,625
Permit Fees	\$200,000	\$200,000	\$200,000
Inspection Charges	\$205,000	\$210,000	\$250,000

ROAD COMMISSION FOR OAKLAND COUNTY

1991 BUDGET

OBJECT DETAIL

Department: Traffic Safety

<u>Object</u>	<u>Appropriation</u>
Salaries (See Position-Salary Detail)	\$3,722,623
Contracted Services	
EDP Services	600
Maintenance Contracts	\$700,000
Maps & Brochure Printing	5,000
Membership Fees & Dues	800
Street Lighting Utilities	18,300
Traffic Signal Utilities	755,000
Computer Sign Inventory	25,000
Disposal of Hazard Waste Materials	<u>1,000</u>
	1,505,700
Materials Supplies & Parts	
Small Tools	34,550
Photography Expenses	2,700
Materials-Electric Installation & Modernization	383,054
Uniform Expense	200
Materials-Electric Maintenance	228,000
Road & General Equipment Repair	10,000
Stationery & Office Supplies	26,100
Signs & Materials	451,209
Guardrail & Miscellaneous	189,989
Radio Communication & Repair	<u>11,500</u>
	1,337,302
Other Expenses	
Books, Subscriptions & Publications	500
Training	500
Safety Control Expense	8,600
Travel	<u>5,580</u>
	15,180
Fixed Charges	
Workers' Comp.-Self Insured Expense	80,875
Capital Outlay	
Road Equipment	18,450
Shop Equipment	31,400
Office Equipment	<u>11,000</u>
	60,850
TOTAL	\$6,722,530

ROAD COMMISSION FOR OAKLAND COUNTY

1991 BUDGET

POSITION - SALARY DETAIL

Department: Traffic Safety

Office of Director

<u>Authorized Positions</u>	<u>Classification</u>	<u>Salary</u>		<u>Appropriation</u>
		<u>Minimum</u>	<u>Maximum</u>	
1	Director of Traffic Safety	\$48,800	\$64,600	\$ 64,600
1	Secretary	24,170	26,349	25,773
—				—————
2	TOTAL			\$ 90,373
	Overtime			750
	Seasonal			44,040
	Longevity			2,577
				—————
	TOTAL SALARIES			\$137,740

ROAD COMMISSION FOR OAKLAND COUNTY

1991 BUDGET

POSITION - SALARY DETAIL

Department: Traffic Safety

Division: Traffic Engineering

<u>Authorized Positions</u>	<u>Classification</u>	<u>Salary</u>		<u>Appropriation</u>
		<u>Minimum</u>	<u>Maximum</u>	
1	Traffic Engineer	\$42,808	\$50,016	\$ 48,923
3	Civil Engineer III	37,504	43,910	125,861
1	Civil Engineer II	33,558	39,073	35,157
1	Engineering Technician III	31,060	36,217	35,426
9	Engineering Technician II	27,874	32,386	282,802
1	Typist Clerk II	22,096	24,067	23,541
<hr/>				<hr/>
16	TOTAL			\$551,710
	Overtime			46,000
	Longevity			34,428
	Seasonal Transfer			10,144
				<hr/>
	TOTAL SALARIES			\$642,282

ROAD COMMISSION FOR OAKLAND COUNTY

1991 BUDGET

POSITION - SALARY DETAIL

Department: Traffic Safety

District #7: Sign Shop

<u>Authorized Positions</u>	<u>Classification</u>	<u>Salary</u>		<u>Appropriation</u>
		<u>Minimum</u>	<u>Maximum</u>	
1	District Superintendent	\$37,555	\$39,454	\$ 39,454
1	Account Clerk I	22,096	24,067	23,541
3	Foreman	31,605	33,048	99,144
3	Auger Operator	31,803	33,012	96,504
8	Sign Truck Driver	30,098	31,230	247,112
1	Street Sign Blade Installer	30,098	31,230	30,889
1	Sign Fabricator	30,098	31,230	30,889
1	Asst. Sign Fabricator	29,598	30,727	29,939
7	Skilled Laborer I	29,598	30,727	209,573
15	Laborer II	28,018	29,072	427,331
41	TOTAL			\$1,234,376
	Overtime			66,950
	Longevity			73,901
	Winter Maintenance Transfer			(79,840)
	TOTAL SALARIES & WAGES			\$1,295,387

ROAD COMMISSION FOR OAKLAND COUNTY

1991 BUDGET

POSITION - SALARY DETAIL

Department: Traffic Safety

District #8: Electrical Services

<u>Authorized Positions</u>	<u>Classification</u>	<u>Salary</u>		<u>Appropriation</u>
		<u>Minimum</u>	<u>Maximum</u>	
1	District Superintendent	\$37,555	\$39,454	\$ 39,454
1	Account Clerk I	22,096	24,067	23,541
3	Foreman	31,605	33,048	99,144
1	Solid State Electrician	32,947	34,207	33,327
16	Electrician	32,947	34,207	524,694
1	Radio Repairman	30,597	31,754	30,947
5	Skilled Laborer I	29,598	30,727	149,695
—				_____
28	TOTAL			\$900,802
		Overtime		133,111
		Longevity		47,634

		TOTAL SALARIES & WAGES		\$1,081,547

ROAD COMMISSION FOR OAKLAND COUNTY

1991 BUDGET

POSITION - SALARY DETAIL

Department: Traffic Safety

Division: Permits

<u>Authorized Positions</u>	<u>Classification</u>	<u>Salary</u>		<u>Appropriation</u>
		<u>Minimum</u>	<u>Maximum</u>	
1	Permits Engineer	\$42,808	\$50,016	\$ 48,923
1	Civil Engineer II	33,558	39,073	38,220
2	Engineering Inspector III	31,060	36,217	70,852
1	Chief Weighmaster	28,902	33,645	32,910
7	Engineering Inspector II	27,874	32,386	221,746
1	Office Manager	27,874	32,386	31,678
1	Weighmaster	27,084	30,034	29,378
2	Typist Clerk II	22,096	24,067	46,422
—				—————
16	TOTAL			\$520,129
			Overtime	12,000
			Longevity	<u>33,538</u>
			TOTAL SALARIES	\$565,667

HIGHWAY MAINTENANCE DEPARTMENT

The Maintenance Department operates under a Maintenance Management Performance System. This system is divided into four categories.

1. Workload Planning
2. Resource Management
3. Control
4. Analysis

This system involves two types of standards in the development of the work program.

1. Quantity Standards or the annual quantity of work related to our inventory measure unit.
2. Performance Standard-the optimum standard method (crew size, equipment, material and procedures) for carrying out the activities of expected daily production.

The following are some of the activities performed by the Maintenance Department:

Pot Hole Patching	Snow & Ice Control
Spreading of Gravel & Slag	Chloride Program
Bridge Painting	Herbicides

Other Contracted Services:

Curb Sweeping	Concrete Pavement Sawing
Joint & Crack Sealing	Winter Maintenance
Maintenance Overlay	

The following are some of the major materials used in its operations:

	Estimated Cost Per Unit	1991 Estimated Cost
Gravel-delivered	\$ 5.00	\$ 164,525
Gravel at pit	3.40	195,874
Sylvax	55.00	148,500
Hot-Mix	25.00	239,050
Salt	21.00	1,365,000
Sand	11.30	162,720
Slag	7.00	181,510
Culvert	5.50	33,150

ROAD COMMISSION FOR OAKLAND COUNTY

1991 BUDGET

OBJECT DETAIL

Department: Highway Maintenance

<u>Object</u>		<u>Appropriation</u>
Salaries (See Position-Salary Detail)		\$8,113,921
Contracted Services		
Maintenance Contracts	\$1,917,125	
Membership Fees & Dues	350	
Weather Forecast Service	3,150	
Outside Equipment Rental	37,000	
Winter Maintenance Contracts	547,540	
Disposal of Hazard Waste Materials	<u>10,000</u>	
		2,515,165
Materials, Supplies & Parts		
Small Tools-Road	48,000	
Barricades	28,680	
Photography Expenses	2,000	
Stationery & Office Supplies	30,000	
Signs & Materials	3,000	
Salt, Sand & Chloride	1,527,720	
Patching Material	388,026	
Gravel & Slag	541,909	
Liquid Chloride	335,600	
Other Road Materials	<u>188,567</u>	
		3,093,502
Other Expenses		
Books, Subscriptions & Publications	315	
Training	9,180	
Safety Control Expense	23,100	
Travel	<u>6,250</u>	
		38,845
Fixed Charges		
Workers' Comp.-Self Insured Expense		196,000
Capital Outlay		
Road Equipment	339,900	
Shop Equipment	18,000	
Office Equipment	<u>17,100</u>	
		375,000
TOTAL		<u>\$14,332,433</u>

ROAD COMMISSION FOR OAKLAND COUNTY

1991 BUDGET

POSITION - SALARY DETAIL

Department: Highway Maintenance

Office of Director

<u>Authorized Positions</u>	<u>Classification</u>	<u>Salary</u>		<u>Appropriation</u>
		<u>Minimum</u>	<u>Maximum</u>	
1	Director of Highway Maintenance	\$48,800	\$64,600	\$ 64,600
1	Maint. Operations Engineer	42,808	50,016	48,923
1	Civil Engineer III	37,504	43,910	39,023
1	Civil Engineer II	33,558	39,073	33,810
1	Asst. to Dir. of Highway Maint.		36,491	36,491
1	Foreman	31,605	33,048	33,048
1	Equipment Instructor	30,540	35,521	34,745
1	Maintenance Analyst	30,540	35,521	34,745
1	Engineering Technician II	27,874	32,386	31,678
1	Secretary	24,170	26,349	25,773
1	Typist Clerk II	22,096	24,067	23,541
11	TOTAL			<u>\$406,377</u>
	Overtime			20,000
	Seasonal			65,280
	Longevity			18,424
	TOTAL SALARIES			<u>\$510,081</u>

ROAD COMMISSION FOR OAKLAND COUNTY

1991 BUDGET

POSITION - SALARY DETAIL

Department: Highway Maintenance

District #1: Milford

<u>Authorized Positions</u>	<u>Classification</u>	<u>Salary</u>		<u>Appropriation</u>
		<u>Minimum</u>	<u>Maximum</u>	
1	District Superintendent	\$37,555	\$39,454	\$ 39,454
1	Account Clerk I	22,096	24,067	23,541
2	Foreman	31,605	33,048	66,096
2	Crew Leader	31,803	33,012	64,336
5	Grader Operator	30,098	31,230	152,200
1	Shovel Operator	30,098	31,230	30,440
8	Float Operator	29,598	30,727	239,512
6	Tandem Float Driver	29,598	30,727	179,634
1	Tire Repair	29,598	30,727	29,939
1	Shoulder Maintainer	29,598	30,727	29,939
1	Loader Operator	29,598	30,727	29,939
2	Tractor Semi-Driver	29,598	30,727	59,878
1	Grade Person	28,787	29,889	29,120
2	Laborer II	28,018	29,072	56,674
34	TOTAL			\$1,030,702
	Overtime			142,807
	Longevity			53,057
	Winter Maintenance Transfer and Alternate Shift Premium			19,960
	TOTAL SALARIES & WAGES			\$1,246,526

ROAD COMMISSION FOR OAKLAND COUNTY

1991 BUDGET

POSITION - SALARY DETAIL

Department: Highway Maintenance

District #2: Davisburg

<u>Authorized Positions</u>	<u>Classification</u>	<u>Salary</u>		<u>Appropriation</u>
		<u>Minimum</u>	<u>Maximum</u>	
1	District Superintendent	\$37,555	\$39,454	\$ 39,454
1	Account Clerk I	22,096	24,067	23,541
2	Foreman	31,605	33,048	66,096
2	Crew Leader	31,803	33,012	64,336
6	Grader Operator	30,098	31,230	182,640
1	Shovel Operator	30,098	31,230	30,440
9	Float Operator	29,598	30,727	269,451
4	Tandem Float Driver	29,598	30,727	119,756
1	Tire Repair	29,598	30,727	29,939
2	Tractor Semi Driver	29,598	30,727	59,878
1	Loader Operator	29,598	30,727	29,939
1	Vactor Operator	29,598	30,727	29,939
1	Grade Person	28,787	29,889	29,120
2	Laborer II	28,018	29,072	56,674
34	TOTAL			\$1,031,203
	Overtime			120,752
	Longevity			77,747
	Winter Maintenance Transfer and Alternate Shift Premium			(39,920)
	TOTAL SALARIES & WAGES			\$1,189,782

ROAD COMMISSION FOR OAKLAND COUNTY

1991 BUDGET

POSITION - SALARY DETAIL

Department: Highway Maintenance

District #3: Lake Orion

<u>Authorized Positions</u>	<u>Classification</u>	<u>Salary</u>		<u>Appropriation</u>
		<u>Minimum</u>	<u>Maximum</u>	
1	District Superintendent	\$37,555	\$39,454	\$ 39,454
1	Account Clerk I	22,096	24,067	23,541
2	Foreman	31,605	33,048	66,096
2	Crew Leader	31,803	33,012	64,336
5	Grader Operator	30,098	31,230	152,200
1	Shovel Operator	30,098	31,230	30,440
6	Float Operator	29,598	30,727	179,634
1	Shoulder Maintainer	29,598	30,727	29,939
6	Tandem Float Driver	29,598	30,727	179,634
1	Loader Operator	29,598	30,727	29,939
1	Tire Repair	29,598	30,727	29,939
2	Tractor Semi-Driver	29,598	30,727	59,878
1	Grade Person	28,787	29,889	29,120
2	Laborer II	28,018	29,072	56,674
32	TOTAL			\$ 970,824
		Overtime		129,103
		Longevity		70,329
		Winter Maintenance Transfer and Alternate Shift Premium		-0-
		TOTAL SALARIES & WAGES		\$1,170,256

ROAD COMMISSION FOR OAKLAND COUNTY

1991 BUDGET

POSITION - SALARY DETAIL

Department: Highway Maintenance

District #4: Pontiac

Authorized Positions	Classification	Salary		Appropriation
		Minimum	Maximum	
1	District Superintendent	\$37,555	\$39,454	\$ 39,454
1	Account Clerk I	22,096	24,067	23,541
6	Foreman	31,605	33,048	197,410
1	Crew Leader	31,803	33,012	32,168
3	Grader Operator	30,098	31,230	91,320
2	Shovel Operator	30,098	31,230	60,880
10	Float Operator	29,598	30,727	299,390
1	Loader Operator	29,598	30,727	29,939
3	Skilled Laborer I	29,598	30,727	89,817
2	Shoulder Maintainer	29,598	30,727	59,878
8	Tandem Float Driver	29,598	30,727	239,512
1	Vactor Operator	29,598	30,727	29,939
1	Float End Broom Operator	29,598	30,727	29,939
2	Grade Person	28,787	29,889	58,240
2	Tractor Semi-Driver	29,598	30,727	59,878
1	Small Tool Repairman/Janitor	28,787	29,889	29,120
4	Laborer II	28,018	29,072	113,348
49	TOTAL			\$1,483,773
		Overtime		155,807
		Longevity		48,997
		Winter Maintenance Transfer and Alternate Shift Premium		(29,940)
		TOTAL SALARIES & WAGES		\$1,658,637

ROAD COMMISSION FOR OAKLAND COUNTY

1991 BUDGET

POSITION - SALARY DETAIL

Department: Highway Maintenance

District #4S: Southfield

<u>Authorized Positions</u>	<u>Classification</u>	<u>Salary</u>		<u>Appropriation</u>
		<u>Minimum</u>	<u>Maximum</u>	
1	District Superintendent	\$37,555	\$39,454	\$ 39,454
1	Account Clerk I	22,096	24,067	23,541
2	Foreman	31,605	33,048	65,657
1	Crew Leader	31,803	33,012	32,168
1	Shovel Operator	30,098	31,230	30,440
5	Float Operator	29,598	30,727	149,695
1	Skilled Laborer I	29,598	30,727	29,939
1	Vac All Operator	29,598	30,727	29,939
1	Shoulder Maintainer	29,598	30,727	29,939
1	Loader Operator	29,598	30,727	29,939
5	Tandem Float Driver	29,598	30,727	149,695
1	Tire Repair	29,598	30,727	29,939
1	Laborer II	28,018	29,072	28,337
22	TOTAL			\$668,682
	Overtime			114,855
	Longevity			27,684
	Winter Maintenance Transfer and Alternate Shift Premium			149,700
	TOTAL SALARIES & WAGES			\$960,921

ROAD COMMISSION FOR OAKLAND COUNTY

1991 BUDGET

POSITION - SALARY DETAIL

Department: Highway Maintenance

District #4T: Troy

<u>Authorized Positions</u>	<u>Classification</u>	<u>Salary</u>		<u>Appropriation</u>
		<u>Minimum</u>	<u>Maximum</u>	
1	District Superintendent	\$37,555	\$39,454	\$ 39,217
1	Account Clerk I	22,096	24,067	23,541
1	Foreman	31,605	33,048	33,048
1	Crew Leader	31,803	33,012	32,168
6	Float Operator	29,598	30,727	179,634
1	Skilled Laborer I	29,598	30,727	29,939
3	Tandem Float Driver	29,598	30,727	89,817
1	Loader Operator	29,598	30,727	29,939
1	Tire Repair	29,598	30,727	29,939
1	Vactor Operator	29,598	30,727	29,939
1	Laborer II	28,018	29,072	28,337
18	TOTAL			\$545,518
	Overtime			77,101
	Longevity			29,880
	Winter Maintenance Transfer and Alternate Shift Premium			59,880
	TOTAL SALARIES & WAGES			\$712,379

ROAD COMMISSION FOR OAKLAND COUNTY

1991 BUDGET

POSITION - SALARY DETAIL

Department: Highway Maintenance

District #5: Special Services

<u>Authorized Positions</u>	<u>Classification</u>	<u>Salary</u>		<u>Appropriation</u>
		<u>Minimum</u>	<u>Maximum</u>	
1	District Superintendent	\$37,555	\$39,454	\$ 39,454
2	Foreman	31,605	33,048	66,096
1	Bridge Crew Chief	31,803	33,012	32,649
3	Crew Leader	31,803	33,012	96,504
5	Bridge Crew Member	30,597	31,754	154,735
7	Tree Trimmer	30,098	31,230	213,080
1	Log Loader Operator	29,598	30,727	29,939
2	Skilled Laborer I	29,598	30,727	59,878
—				_____
22	TOTAL			\$692,335
		Overtime		22,912
		Longevity		29,932
		Winter Maintenance Transfer		(79,840)

		TOTAL SALARIES & WAGES		\$665,339

NON-DEPARTMENTAL

Materials, Supplies, and Parts

First Aid Supplies

Includes oxygen units, first aid kits, and supplies.

Other Expense

Building & Contents Insurance

Provides coverage for physical damage to RCOC buildings and contents, mobile (contractor) equipment, licensed vehicles, boiler and machinery, and computer equipment.

Fleet Liability Insurance

Liability insurance for RCOC's car and truck fleet.

Public Official Errors and Omissions

Provides coverage for public officials and employees for errors and omissions.

Fiduciary and Performance Bond

Provides coverage for the pension and deferred compensation fiduciary responsibility and the employee faithful performance blanket bond.

General Liability Insurance

Provides coverage for general liability exposures over and above a specific retention amount.

General Liability-Self Insured Expense

Provides for the funding of claims and suits resolved within the RCOC retention limit.

Services Fees

Provides funds to pay third party administrators to adjust claims in general liability and workers' compensation exposures.

Auto Physical Damage

Provides funds for repairing physical damage to RCOC vehicles.

Special Risk Liability-Self Insured Expense

The Road Commission is self-insured in special risk exposures. This includes, but is not limited to, pollution liability and crime exposures.

NON-DEPARTMENTAL
(continued)

Employee Benefits

The employee benefits are as follows: Dental, hospitalization, life insurance (including accidental death and dismemberment), vision care, major medical insurance and prescription drugs, retirement, social security, unemployment insurance, workers' compensation, sick leave, and longevity.

Membership Fees and Dues

Expenditures that relate to memberships of the Road Commission as a whole, and not individual membership fees and dues.

Debt Service

Expenditures for interest and repayment of principal on bonds and notes.

ROAD COMMISSION FOR OAKLAND COUNTY

1991 BUDGET

OBJECT DETAIL

Department: Non-Departmental

Object

Appropriation

Risk Management

Materials, Supplies & Parts
First Aid Supplies

\$ 2,500

Other Expenses

Buildings & Contents Ins.	\$ 53,600
Fleet Property Insurance	15,000
General Liability Insurance	616,600
Fiduciary & Performance Bond	14,800
Public Official-Errors and Omissions	31,300
Special Risk Liab.-Self Ins. Exp.	50,000
General Liab.-Self Ins. Exp.	2,500,000
Service Fees (G.L.)	34,200
Auto Physical Damage-Self Ins. Exp.	25,000
Fleet Liability Insurance	<u>235,700</u>

\$3,576,200

Risk Management Total

\$3,578,700

Employee Benefits

Fixed Charges

Dental Insurance-Self Ins. Exp.	280,000
Hospitalization-Self Ins. Exp.	2,000,000
Life Insurance	112,350
Vision Care Ins.-Self Ins. Exp.	35,000
Major Medical Insurance	133,000
Retirement-Employer Contr.	3,250,000
Social Security	1,500,000
Unemployment Insurance	10,000
Workers' Compensation	61,700
Sick Leave Redemption	100,000
Workers' Comp.-Self Ins. Exp.	180,000
Service Fees (W.C.)	27,000
Prescription Drugs-Self Ins. Exp.	235,000
Annual Physical Program	<u>15,000</u>

Employee Benefits Total

7,939,050

ROAD COMMISSION FOR OAKLAND COUNTY

1991 BUDGET

OBJECT DETAIL

Department: Non-Departmental (Continued)

<u>Object</u>		<u>Appropriation</u>
<u>Other</u>		
Contracted Services		
Membership Fees & Dues	\$ 40,500	
Materials, Supplies & Parts		
Inventory Adjustment	125,000	
Fixed Charges		
Debt Services	\$2,051,804	
Bond Pmt. Fees & Issue Cost	<u>5,000</u>	
	2,056,804	
Other Total		\$2,222,304
Road Commission Contingency		<u>275,555</u>
NON-DEPARTMENTAL TOTAL		\$14,015,609

ROAD COMMISSION FOR OAKLAND COUNTY

SPECIAL ASSESSMENT FUND

Estimated Budget of Revenue, Expenditures
and Change in Fund Balance

Fiscal Year Ending September 30, 1991

Revenue

Revenue From Assessment Rolls	3,000,000
Road Fund Contribution Net Underassessment	25,000
Interest On Assessment Rolls	780,000
Interest on Investments	125,000
Proceeds of Note Issue	4,000,000
	<hr/>
Total Revenue	\$7,930,000

Expenditures

Construction:	
Contractor Payments	\$2,150,000
Engineering and Administration	450,000
Interest on Debt	707,300
Principal Payment on Debt	2,100,000
Refunds of Overassessments to Participants-Net	50,000
Note Payment Fees & Issue Costs	50,000
	<hr/>
Total Expenditures	\$5,507,300

Excess of Revenue over Expenditures	\$2,422,700
Fund Balance - September 30, 1990	649,106
	<hr/>
Fund Balance - September 30, 1991	\$3,071,806

ROAD COMMISSION FOR OAKLAND COUNTY

1991 BUDGET

MAINTENANCE EXPENDITURES

For Compliance With Section 12 (16) of Act 51

1.	Total Michigan Transportation Fund Revenue	\$35,450,000
	Less:	
2.	Administrative Expense	(4,230,599)
3.	Capital Outlay	(949,600)
4.	Debt Service	<u>(4,859,104)</u>
5.	Total (Line 1 - Less 2 thru 4)	\$25,410,697
6.	Routine Maintenance	\$25,054,190
7.	Heavy Maintenance (Projects)	19,710,125
8.	Less Federal Aid-Heavy Maintenance	<u>(12,399,500)</u>
9.	Total Maintenance	\$32,364,815
10.	90% of Line 5	\$22,869,627

GLOSSARY OF TERMS

Appropriation: Authorization made by the Board of Road Commissioners which permits the road commission to incur obligations and to make expenditures of resources.

Asset: Property owned by a government which has a monetary value.

Budget: A financial plan for a specific period of time (fiscal year).

Budget Adjustment: A procedure to revise a budget appropriation by the Managing Director or Board of Road Commissioners.

Capital Assets: Assets of significant value and having a useful life of several years. Capital assets are also called fixed assets.

Capital Outlay: Expenditures which result in the replacement of or addition to fixed assets.

Contingency Account: A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted.

Debt Service: Payment of interest and repayment of principal to holders of a government's debt instruments.

Expenditures/Expense: This term refers to the outflow of funds paid for assets, goods, services obtained, and the Road Improvement Program.

Fiscal Year: The time period designating the beginning and ending period for recording financial transactions. The Road Commission has specified October 1 to September 30 as its fiscal year.

Fund: An accounting entity that has a set of self-balancing accounts and that records all financial transactions for specific activities or government functions. Examples of fund types are: Special revenue funds which include the road fund and special assessment fund, debt service fund, and trust & agency funds which includes the pension trust fund.

Fund Balance: Fund balance is the excess of assets over liabilities and reserves.

Line Item Budget: A budget that lists each expenditure category (salaries, contracted services, materials, capital outlay, fixed charges and other expenses) separately along with the dollar amount budgeted for each specific category.

Maturities: The dates on which the principal or stated values of investments or debt obligations mature and may be reclaimed.

GLOSSARY OF TERMS
(continued)

Operating Budget: The portion of the budget that pertains to daily operations that provide basic governmental services. The operating budget contains appropriations for such expenditures as personnel, supplies, utilities, materials, purchase of road vehicles, graders, fuel, etc.

Revenue: Funds that the Road Commission receives as income. It includes four major categories: motor fuel taxes and license fees; federal and state revenue; revenue from local governments; and fees and other revenue.

Special Assessment: A levy made against certain properties (subdivisions) to defray the cost of specific road improvements deemed to primarily benefit those properties.

CAPITAL BUDGETING

CAPITAL BUDGETING

The Road Commission for Oakland County Capital Budget consists of two major categories.

Capital Outlay: This consists of Land & Improvements, Buildings, Road Equipment, Shop Equipment, Office Furniture, Engineering Equipment, and Storage Facilities. Most of the funding for these capital expenditures comes from state-collected motor fuel taxes and license fees.

The Road Commission's criteria for replacement of its equipment and buildings are: 1) obsolescence, 2) no longer functional, or 3) fully depreciated.

The decision for replacement of RCOC's road equipment, which represents the major share of capital expenditure, is based on the fleet manager's recommendations evaluated against the total capital outlay request, history of repair costs, and net book value. The Road Commission does not have a policy of automatically trading in equipment at a certain age or usage. When the equipment will no longer do the job and major expenditures are required to keep it functioning, it is then replaced. In the last few years, funding constraints have prevented RCOC from maintaining its fleet at the desired level of overall replacement compared to total fixed assets. In 1990, RCOC budgeted for the replacement of 24 units of heavy-duty equipment, which represents approximately 15% of total heavy-duty equipment. For 1991, RCOC budgeted for the replacement of fifteen units of heavy-duty equipment. Fourteen units of this equipment will be purchased on the installment purchase basis.

Cost Benefit Analysis: All capital expenditures exceeding \$10,000 require a cost/benefit study before presentation to the Board of Road Commissioners for approval.

For example, the Road Commission has purchased Computer Aided Design (CAD) equipment. This equipment will save time in the design of roads, and the cost/benefit analysis shows a payback of less than one year. The 1991 Budget includes one additional CAD system in the Engineering Department.

CAPITAL BUDGETING

(Continued)

Road Improvement Program: The Road Improvement Program includes all the construction projects on primary and local roads. These roads are part of the infrastructure and, therefore, are not capitalized as part of the fixed asset account group. The major sources of revenue for these projects are federal aid, and contributions from local units of government. The Road Commission has a matching fund Tri-Party Program of one-third local, one-third County of Oakland, and one-third Road Commission funding. The Road Commission's share of the Tri-Party Program comes from the state-collected fuel taxes and license fees which are returned to the Road Commission under the provisions of Act 51. The federal aid comes from the Critical Bridge Fund, Urban System Fund, Secondary Fund, Hazard Elimination-Safety Fund, state category "A" Transportation Economic Development, and state category "C" Urban Congestion Program.

Act 51 of the Public Acts of 1951, as amended, requires that money distributed from the Michigan Transportation Fund may be expended for construction purposes on county local roads only to the extent that it is matched by money from local sources. However, Michigan Transportation Fund dollars may be expended for the construction of bridges on the county local roads in an amount not to exceed 75% of the cost of the construction of local road bridges.

MONITORING CAPITAL EXPENDITURES AND ROAD IMPROVEMENT PROGRAM

A. PROJECT PROGRAMMING & BUDGETING

For each road project there is an estimate of the amount of staff time and funding required for the following phases:

- Preparation of plans and specifications
- Land and right-of-way acquisition
- Agreements (other government units and consultants)
- Construction and materials inspection

In addition, the start-up and completion dates to the nearest month or year are estimated. When contracting with the local units, the project manager prepares an exhibit of financial participation by other units of government and agencies involved in undertaking the project. At this point a project number is assigned to each job and the agreements with both the state and local units are executed.

Once the budget, which includes the Road Improvement Program, has been adopted, the Engineering Department assigns a project manager to each of the projects for coordinating all activities involved in implementing the projects. The project manager establishes the project schedule and its related deadlines and makes every effort to anticipate possible breakdowns and delays. In addition, the project manager keeps a file on all contract agreements and other correspondence surrounding the project, and is a general source of information should questions arise. Once all property owners have been contacted and land acquired, the design plan is put out for bid and construction contractors submit their bids. Upon acceptance of the low bid and award of the contract, the projects are turned over to the Construction Division for implementation.

B. PROJECT PROGRESS AND REVIEW

Monthly reports are prepared on the progress of each project's activity and summarized on a quarterly basis. This review may point out problems with funding and any delays in design, right-of-way, or construction. This review is designed to aid management in identifying and dealing with delays before they become serious. This review process involves the Engineering Department reporting on project activity to the Managing Director's Office. Special reports are also made for each significant start or step of work, and for changes in the project scope, work items, or cost overruns which require approval or budget transfers.

ROAD COMMISSION FOR OAKLAND COUNTY

1991 BUDGET

DETAIL OF CAPITAL OUTLAY

Managing Director			
Office Equipment			
1	Laser Printer		\$ 3,600
Planning & Development			
Office Equipment			
2	Disk Drives	1,200	
2	Multi Line Communication	5,400	
5	Adapters for MLC	4,500	
10	Modems	8,000	
10	Mainframe Multiplexers	12,000	
1	Software Upgrade MINUTP	<u>2,000</u>	
			33,100
Citizen Services			
Office Equipment			
1	Personal Computer	4,000	
1	Printer	900	
1	Software Coordinator	<u>600</u>	
			5,500
Finance			
Office Equipment			
1	Personal Computer	4,000	
1	Printer	800	
2	Software Coordinator	1,200	
1	System Printer	<u>2,500</u>	
			8,500
Legal			
Office Equipment			
1	Laptop Personal Computer	4,000	
1	Printer	800	
1	Software Coordinator	600	
1	Laser Printer	<u>6,500</u>	
			11,900
Central Operations			
Buildings			
	Roof vents and exhaust fans	12,000	
2	Overhead Door Replacements	4,600	
	Re-shingle Roof Office & Lunchroom Dist#3	2,500	
	Air conditioner Carpenter Shop	6,500	
	Electrical Panel Carpenter Shop	3,600	
1	Install unit heater Dist.4S	1,000	
1	Addition to Womens restroom and add Shower Dist. #1	<u>40,000</u>	
			70,200

ROAD COMMISSION FOR OAKLAND COUNTY

1991 BUDGET

DETAIL OF CAPITAL OUTLAY
(Continued)

Central Operations (continued)

Shop Equipment

1	New Rails for 10 Ton Hoist	\$ 2,500		
4	Portable Welders	4,000		
1	Refrigerant Recovery Center	3,600		
5	Plasma Cutters	13,500		
1	King Pin Press	2,000		
1	Bearing Splitters	500		
1	Delta Band Saw	1,200		
1	Steel Shelving	<u>1,500</u>		
			28,800	

Office Equipment

2	Terminals	1,800		
4	System Printer	10,000		
1	Personal Computer Printer	900		
2	Software Coordinator	1,200		
1	Inventory Control Software	11,000		
2	Personal Computers	<u>8,000</u>		
			32,900	

Storage Facilities

	Replace Fuel Tanks Dist #4T	245,000		
1	Rebuild and repair salt dome walls	<u>17,000</u>		
			262,000	393,900

Engineering

Shop Equipment

1	Sieve Shaker		1,800	
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Office Equipment

7	Software Update	3,850		
1	System Printer	2,500		
2	Software Coordinator	1,200		
4	Personal Computers	12,800		
1	Workstation	800		
1	CAD Station	20,000		
1	Printer	800		
1	Plotter	7,000		
1	Software Project Management	<u>700</u>		
			49,650	

ROAD COMMISSION FOR OAKLAND COUNTY

1991 BUDGET

DETAIL OF CAPITAL OUTLAY
(Continued)

Engineering (continued)

Engineering Equipment

1	Data Collector	\$4,000	
1	Survey Level	<u>1,800</u>	
			<u>5,800</u>

57,250

Traffic Safety

Road Equipment

2	Mobile Radios	2,600	
2	Traffic Counters	2,300	
5	Torches	3,500	
1	Cut-Off Saw	750	
2	Chainsaws	1,000	
2	Rhino Hammers	1,300	
1	Distant Measuring Instrument	500	
1	Pole Trailer	<u>6,500</u>	
			18,450

Shop Equipment

3	Computers, Laptop	12,000	
7	Printers	4,900	
1	Load Switch Analyzer	2,000	
1	Conflict Monitor Tester	6,600	
1	Spectrum Analyzer	5,000	
1	Screen Washer	<u>900</u>	
			31,400

Office Equipment

3	Printers	7,000	
1	Personal Computer	<u>4,000</u>	
			11,000

60,850

ROAD COMMISSION FOR OAKLAND COUNTY

1991 BUDGET

DETAIL OF CAPITAL OUTLAY
(Continued)

Highway Maintenance

Road Equipment

1	Attenuator	\$10,000	
2	Barricade, Trailers	12,000	
1	Barricade Tailgate	2,500	
1	Brush Chipper	17,000	
1	Compressor Pickup Mounted	2,000	
6	Underbody Floats	27,000	
1	Liftgate	1,800	
1	Cement Mixer	3,000	
2	Flail Mower	20,000	
22	Radios	28,600	
1	Shoulder Maintainer	80,000	
10	Spreaders	22,000	
1	Steamer	5,000	
2	Chloride Tankers	30,000	
8	V-Box Insert	72,000	
	Weedeaters & Saws	<u>7,000</u>	
			339,900

Shop Equipment

1	Radio Base Station	2,000	
2	High Pressure Truck Washer	<u>16,000</u>	
			18,000

Office Equipment

6	Printers	15,000	
1	Time Clock	600	
2	Typewriters	1,000	
	Software Training Program	<u>500</u>	
			<u>17,100</u>

375,000

Total Capital Outlay

\$ 949,600

1991 BUDGET
ROAD EQUIPMENT
INSTALLMENT PURCHASE

	<u>Quantity</u>	<u>Annual*</u> <u>Payment</u>	<u>Cost of</u> <u>Equipment</u>
ENGINEERING			
Pickups	3	\$ 9,400	\$39,000
Vans	<u>3</u>	<u>9,400</u>	<u>39,000</u>
Total	6	\$18,800	\$78,000
TRAFFIC SAFETY			
Pickups	7	22,000	91,000
Van	1	3,200	13,000
Post Pounder Truck	1	24,500	100,000
Ram Charger	<u>1</u>	<u>3,400</u>	<u>14,000</u>
Total	10	\$53,100	\$218,000
MAINTENANCE			
Pickups	3	9,400	39,000
Pickups (1-ton)	2	6,800	28,000
7-yd dump trucks	3	52,000	216,000
12-yd dump trucks	5	96,000	400,000
Hydraulic excavator	2	70,000	290,000
Graders	2	50,700	210,000
Tandem Tractor Truck	2	12,300	50,000
Loader	<u>1</u>	<u>36,400</u>	<u>150,000</u>
Total	20	\$333,600	\$1,383,000
Grand Total	<u>36</u>	<u>\$405,500 *</u>	<u>\$1,679,000</u>

*Included in Debt Service

CAPITAL OUTLAY HISTORY

	1990 Amended Budget	1989 Actual	1988 Actual
Board of Road Commissioners Office Equipment	\$ 0	\$ 328	\$ 0
Managing Director Office Equipment	29,375	18,870	12,706
Planning & Development Road Equipment	0	14,268	995
Office Equipment	17,950	88,378	37,501
Citizen Service Road Equipment	0	14,268	
Office Equipment	0	1,650	2,790
Finance Office Equipment	8,500	2,351	27,482
Legal Office Equipment	2,000	1,930	5,208
Personnel Office Equipment	3,543	9,512	2,436
Central Operations Land & Improvement	0	0	202
Buildings	321,292	310,441	84,383
Road Equipment	0	0	15,792
Shop Equipment	96,202	28,325	0
Office Equipment	34,085	30,106	5,030
Storage Facilities	511,500	21,032	350,665
Engineering Road Equipment	0	57,573	62,402
Shop Equipment	5,300	1,319	698
Office Equipment	5,080	68,680	80,192
Engineering Equipment	8,515	21,450	25,444
Traffic Safety Road Equipment	214,293	263,218	140,593
Shop Equipment	10,000	8,803	7,034
Office Equipment	14,050	34,833	38,765
Engineering Equipment	2,580	0	0
Highway Maintenance Road Equipment	2,225,768	1,323,466	739,928
Shop Equipment	25,600	18,230	84,876
Office Equipment	9,300	15,040	11,049
Non-Departmental Office Equipment	0	0	35,487
Totals	\$3,544,933	\$2,354,071	\$1,771,658

ROAD IMPROVEMENT PROGRAM

STATISTICAL INFORMATION

	1990 Budget		1990 Completion of 1989 Projects in Progress		1991 Budget		1991 Completion of 1990 Projects in Progress	
Safety Road Widening	12.3 mi	\$7,580,023	2.1 mi	\$5,255,000	6.8 mi	\$2,051,625	15.9 mi	\$11,986,000
Resurfacing	2.0 mi	360,000	17.1 mi	1,109,567				
Safety Intersections	1 Loc.	40,000	1 Loc.	650,000	2 Loc.	375,000	1 Loc.	40,000
Bridges	4 Loc.	700,000	3 Loc.	310,000	2 Loc.	800,000	2 Loc.	280,000
Spt Safety	2 Loc.	320,000	2 Loc.	305,000	1 Loc.	200,000	-	-
Contract Maintenance Pavement Management					-	160,000	-	-
104 Pave Gravel	0	0	3.05 mi	2,071,100	4.4 mi	327,500	-	-
Contract Maintenance Bridge Management			2 Loc.	108,000	1 Loc.	185,000	-	-
Traffic Signal Moder.*	111 Loc.	180,000						
Tri-Party	-	1,500,000	-	2,267,363	-	1,500,000	-	1,500,000
Drainage	various	200,000	2 Loc.	32,500	-	50,000	-	-
Other	2 Loc.	146,000	2 Loc.	194,467	.26 Loc	255,000		
Sub Total		\$11,026,023		\$12,302,997		\$5,904,125		\$13,806,000
GRAND TOTAL		1990		\$23,329,020		1991		\$19,710,125

* Not included in the 1991 Road Improvement Program

1991
OAKLAND COUNTY
ROAD IMPROVEMENT PROGRAM

8/24/90

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1991 - ROAD IMPROVEMENT PROGRAM

Budget Number	Project Number	Road Class	Name of Road	Length	Termini	Types of Projects and Remarks	Location	Federal Aid, "A" & "C" Funds	Fiscal Year 1991		Annual Total All Sources	Estimated Total Proj Cost
									Local Gov't Funding	MTF and Other RCOC Funding		
<u>1991 Safety Widening (5 or more Lanes or Blvd.)</u>												
001-4013-0	40131	P	Eight Mile	0.8 mi	I-275 to Halsted	CONST (FAUS)	Farm'ton Hills	-	\$ 96,000	\$ 96,000	\$ 192,000	\$ 192,000
001-4012-0	40121	P	Eight Mile	1.3 mi	Meadowbrook to Haggerty	CONST "C"	Novi	-	153,500	153,500	307,000	1,227,000
000-3975-0	39751	P	Pontiac Trail	1.0 mi	Walled Lk. Dr. to S. Commerce	CONST (FAUS)	Walled Lake	802,500	133,750	133,750	1,070,000	2,340,000
001-4056-0	40561	P	Orchard Lake	0.4 mi	Lone Pine to Pontiac Trail	PE	Orchard Lake & W. Bloomfield	-	7,000	49,000	56,000	560,000
001-4057-0	40571	P	Cass Lake	0.8 mi	Orchard Lk. to Otter	PE (FAUS)	Keego Harbor	120,000	20,000	20,000	160,000	3,513,000
001-4058-0	40581	P	Elizabeth Lk	1.5 mi	Cooley Lk. to M-59	PE	Waterford	-	16,625	50,000	66,625	1,864,000
001-4067-0	40671	P	Twelve Mile	1.0 mi	Haggerty to Halsted	CONST	Farm'ton Hills	-	-	200,000	200,000	300,000
TOTALS								<u>\$922,500</u>	<u>\$426,875</u>	<u>\$702,250</u>	<u>\$2,051,625</u>	

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1991 - ROAD IMPROVEMENT PROGRAM

Budget Number	Project Number	Road Class	Name of Road	Length	Termini	Types of Projects and Remarks	Location	Federal Aid, "A"& "C" Funds	Fiscal Year 1991		Annual Total All Sources	Estimated Total Proj Cost
									Local Gov't Funding	MTF and Other RCOC Funding		
<u>1991 Safety Intersections (HES)</u>												
008- 3779-9	37791		Sashabaw @ Maybee			CONST (HES)	Independence	\$ 292,500	\$ 16,250	\$ 16,250	\$ 325,000	\$ 460,000
001- 4059-9	40591		Avon @ Dequindre			PE/ROW (FUTURE-HES)	Rochester Hills	-	25,000	25,000	50,000	450,000
TOTALS								\$ 292,500	\$ 41,250	\$ 41,250	\$ 375,000	
<u>1991 Spot Safety Projects</u>												
001- 4060-3	40601		Rochester @ S. Blvd.			PE/CONST	Roch.Hills/ Troy	-	100,000	100,000	200,000	200,000
TOTALS								-	\$100,000	\$100,000	\$ 200,000	
<u>1991 Contract Maintenance: Pavement Management</u>												
			To be Determined		Countywide	Crack Sealing	Various	-	-	60,000	60,000	60,000
			To be Determined		Countywide	Shoulder Paving	Various	-	-	100,000	100,000	100,000
TOTALS								-	-	\$160,000	\$ 160,000	

1991 - ROAD IMPROVEMENT PROGRAM

Budget Number	Project Number	Road Class	Name of Road	Length	Termini	Types of Projects and Remarks	Location	Fiscal Year 1991			Annual Total All Sources	Estimated Total Proj Cost
								Federal Aid, "A"& "C" Funds	Local Gov't Funding	MTF and Other RCOC Funding		
<u>1991 Safety Bridges</u>												
008- 3780-6	37803		Cooley Lake @ Cass/Elizabeth			CONST (CB)	Waterford	\$ 327,750	\$36,125	\$36,125	\$ 400,000	\$ 490,000
008- 3886-6	38863		Ten Mile @ Rouge River			CONST (CB)	Southfield	327,750	36,125	36,125	400,000	490,000
TOTALS								\$ 655,500	\$72,250	\$72,250	\$ 800,000	
<u>1991 Contract Maintenance: Bridge Management</u>												
001- 4061-6	40611		S. Commerce/ South of Commerce			PE/ROW CONST	Commerce	-	92,500	92,500	185,000	400,000
<u>1991 Drainage Improvements</u>												
			To be Determined				Various	-	25,000	25,000	50,000	50,000

1991 - ROAD IMPROVEMENT PROGRAM

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Budget Number	Project Number	Road Class	Name of Road	Length	Termini	Types of Projects and Remarks	Location	Federal Aid, "A"& "C" Funds	Fiscal Year 1991		Annual Total All Sources	Estimated Total Proj Cost
									Local Gov't Funding	MTF and Other RCOC Funding		
<u>1991 Pave Gravel</u>												
001 4062-1	40621	P	White Lake	4.0	McKeachie to Andersonville	PE/ROW (FAS)*	White Lake Twp	\$ 30,000	-	\$10,000	\$ 40,000	\$3,600,000
000 4046-1	40462	L	South Hill	0.4	Grand River to I-96	CONST ("A")	Lyon Twp.	240,000	47,500	-	287,500	320,000
TOTALS								\$270,000	\$47,500	\$10,000	\$327,500	
<u>1991 Other</u>												
001- 4063-8	40632		Pontiac Lake		M-59 to Williams Lake	CONST	White Lake	-	-	15,000	15,000	15,000
001- 4068-8	40681	P	Ten Mile & Pontiac Trail		@ South Lyon Bypass	CONST	South Lyon	-	-	240,000	240,000	240,000
TOTALS								\$ -	\$ -	\$ 255,000	\$ 255,000	
<u>1991 Tri-Party Program</u>												
To be Determined							Various	-	1,000,000	500,000	1,500,000	3,000,000
1991 SUB TOTAL								\$2,140,500	\$1,805,375	\$1,958,250	\$5,904,125	

* Special FAS

1991 - ROAD IMPROVEMENT PROGRAM

Budget Number	Project Number	Road Class	Name of Road	Length	Termini	Types of Projects and Remarks	Location	Federal Aid, "A"& "C" Funds	Fiscal Year 1991		Annual Total All Sources	Estimated Total Proj Cost
									Local Gov't Funding	MTF and Other RCOC Funding		
<u>1991 Completion of 1990 Projects in Progress</u>												
<u>Safety Widening</u>												
009-3895-0	38951	P	Ten Mile	2.5 mi.	N.W.-Church (CB)	CONST "C"	Southfield/Oak Park	\$2,700,000	\$ 450,000	\$ 450,000	\$3,600,000-	\$5,000,000
008-3778-0	37781	P	Joslyn	1.2 mi.	Collier to I-75	CONST (DEMO)	Auburn Hills	2,500,000	-	-	2,500,000	3,915,000
000-3975-0	39751	P	Pontiac Trail	1.0 mi.	Walled Lake/S.Commerce	PE/ROW FAUS	Walled lake	42,000	7,000	7,000	56,000	2,340,000
000-4015-0	40151	P	S. Blvd @ Squirrel			HES/PE	Bloomfield & Auburn Hills	-	20,000	20,000	40,000	400,000
000-3985-0	39851	P	Twelve Mile	1.0 mi.	Farmgt'n.-Drake	CE	Farm. Hills	-	-	100,000	100,000	300,000
000-4010-0	40101	P	Baldwin	2.1 mi.	Walton to Brown	PE/ROW (DEMO)	Auburn Hills	500,000	-	-	500,000	1,000,000
000-3974-0	39741	P	Dequindre	2.0 mi.	14 Mile to Big Beaver	PE "C"	Troy	135,000	33,750	11,250	180,000	5,834,000
009-3984-0	39841	P	Walton/Williams Lake	2.8 mi.	Airport to Clintonville	PE (DEMO)	Waterford	350,000	-	-	350,000	9,000,000
009-3893-0	38931	P	Orchard Lake	1.5 mi.	10 Mile to I-696	PE/ROW (FAUS)	Farm'ton Hills	150,000	25,000	25,000	200,000	3,200,000
007 2938-0	2938017	P	Orchard Lake	1.1 mi.	Shiawassee to Ten Mile	CONST "C"	Farm'ton Hills	2,475,000	412,500	412,500	3,300,000	6,500,000

1991 - ROAD IMPROVEMENT PROGRAM

Budget Number	Project Number	Road Class	Name of Road	Length	Termini	Types of Projects and Remarks	Location	Federal Aid, "A"& "C" Funds	Fiscal Year 1991		Annual Total All Sources	Estimated Total Proj Cost
									Local Gov't Funding	MTF and Other RCOC Funding		
<u>1991 Completion of 1990 Projects in Progress</u> (cont'd)												
<u>Safety Widening</u> (continued)												
000-4054-0	40541	P	Orchard Lake	0.3 mi.	Grand River to Shiwassee	PE/ROW (FAUS)	Farm'ton Hills	\$ 75,000	\$ 12,500	\$ 12,500	\$ 100,000	\$ 1,040,000
006-3661-0	36611	P	Greenfield	0.71 mi.	S. of 10 Mile to Lincoln	CONST (MDOT)	Oak Park/Sthfld.	1,100,000	-	-	1,100,000	2,804,023
TOTALS								\$10,027,000	\$960,750	\$1,038,250	\$12,026,000	
<u>Safety Bridges</u>												
007-3680-6	36803	P	Andersonville		@ Van Norman	CONST (CB)	Independence	116,000	12,000	12,000	140,000	490,000
008-3724-6	37243	P	Andersonville		@ Greens Lake	CONST	Independence	116,000	12,000	12,000	140,000	490,000
TOTALS								\$ 232,000	\$ 24,000	\$ 24,000	\$ 280,000	
			Tri-Party*		Various	CONST	Tri-Party * Various	-	1,000,000	500,000	1,500,000	3,000,000
CARRYOVER SUB-TOTAL								\$10,259,000	\$1,984,750	\$1,562,250	\$13,806,000	
TOTAL 1991 ROAD IMPROVEMENT PROGRAM								\$12,399,500	\$3,790,125	\$3,520,500	\$19,710,125	

1991 - ROAD IMPROVEMENT PROGRAM

Budget Number	Project Number	Road Class	Name of Road	Length	Termini	Types of Projects and Remarks	Location	Fiscal Year 1991			Annual Total All Sources	Estimated Total Proj Cost
								Federal Aid, "A" & "C" Funds	Local Gov't Funding	MTF and Other RCOF Funding		
<u>1991 Addendum*</u>												
000-4010-0	40101	P	Baldwin	1.0 mi	Lk. Angelus to Brown	CONST DEMO	Auburn Hills	\$2,500,000	-	-	\$2,500,000	\$7,500,000
009-3984-0	39841	P	Walton	2.0 mi	Dixie to Clintonville	ROW (DEMO)	Waterford	500,000	-	-	500,000	4,500,000
							Total	\$3,000,000	-	-	\$3,000,000	

* Contingent upon Approval of other Agencies

The above projects are subject to Federal funding approval

1991 ROAD IMPROVEMENT PROGRAM
Estimated Expenditures for Fiscal Year Ending 9/30/91

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PROJECT TYPE	SUMMARY			
	Federal Aid, "A" and "C" Funds	Local Gov't. Funding	MTF and Other RCOC Funding	Total All Sources
1991 Safety Road Widening	\$ 922,500	\$ 426,875	\$ 702,250	\$2,051,625
1991 Safety Intersections	292,500	41,250	41,250	375,000
1991 Spot Safety Projects	0	100,000	100,000	200,000
1991 Contract Maint. Pavement Mgt.	0	0	160,000	160,000
1991 Safety Bridges	655,500	72,250	72,250	800,000
1991 Contract Maint. Bridge Mgt.	0	92,500	92,500	185,000
1991 Drainage Improvements	0	25,000	25,000	50,000
1991 Pave Gravel	270,000	47,500	10,000	327,500
1991 Tri-Party	0	1,000,000	500,000	1,500,000
1991 Other	0	0	255,000	255,000
Sub Total	\$2,140,500	\$1,805,375	\$1,958,250	\$5,904,125
1991 Completion of 1990 Projects in Progress				
Safety Road Widening	\$10,027,000	\$ 960,750	\$1,038,250	\$12,026,000
Safety Bridges	232,000	24,000	24,000	280,000
Tri-Party	0	1,000,000	500,000	1,500,000
Sub Total	\$10,259,000	\$1,984,750	\$1,562,250	\$13,806,000
Total 1991 Road Improvement Program	\$12,399,500	\$3,790,125	\$3,520,500	\$19,710,125
Special Assessment District Program				2,600,000
GRAND TOTAL				\$22,310,125

FEDERAL & STATE		PROGRAM SOURCES		RCOC	Road Improvement Program	
		Local				
FAUS	\$ 2,289,500	Cities	\$1,994,875	\$3,520,500	Contractor Payments	\$15,374,400
FAS	30,000	Townships	784,000		Right of Way Payments	227,250
HES	292,500	County	1,011,250		Sub Total	\$15,601,650
Critical Bridge	887,500				Traffic Safety	144,000
Demo	3,350,000				Engineering	3,464,475
State "C"	5,310,000				Engineering Consultants	500,000
State "A"	240,000					
	\$12,399,500		\$3,790,125	\$3,520,500	TOTAL	\$19,710,125

1991 - ROAD IMPROVEMENT PROGRAM

Budget Number	Project Number	Road Class	Name of Road	Length	Termini	Types of Projects and Remarks	Location	Community Engineering Services	Fiscal Year 1991 Local Gov't Funding	MTF and Other RCOC Funding	Annual Total All Sources	Estimated Total Proj Cost
<u>Detail Schedule</u>												
<u>1991 Completion of 1990 Projects in Progress</u>												
<u>Tri-Party- page 6 of 8</u>												
009-4014-4	40141		Greenfield	1.0 mi	13-14 Mile	Resurface	Beverly Hills & Royal Oak		\$ 54,272	\$ 27,136	\$ 81,408	
000-4026-4	40261		Crooks		@ Maple	RT Lane	Clawson		15,429	7,714	23,143	
007-2938-0	29380		Orchard Lk Rd	1.1 mi	Grand River to 10 Mile Rd	Widen	Farmington		13,051	6,526	19,577	
009-3952-6	39521		Grange Hall		@ N. Holly	Widen	Holly		23,984	11,992	35,976	
009-3960-4	39601		14 Mile Rd	1.0 mi	John R-Dequindre	Resurface	Madison Hgts		35,234	17,617	52,851	
000-4048-4	40481		S. Milford		S. of GM Rd	Pave Shoulder	Milford		5,533	2,767	8,300	
009-3895-0	38951		10 Mile Rd	2.5 mi	Evergreen-Church	Widen	Oak Park		16,285	8,142	24,427	
000-4053-4	40531		Commerce Rd		City Limits-East	Pave Shoulder	Orchard Lake		17,139	8,570	25,709	
008-3841-4	38411		Lahser	1.0 mi	11-12 Mile	Resurface	Southfield	47,498	47,498	47,498	142,494	
000-4044-4	40442		Dixboro		@ 9 Mile Rd	Pave Approach	South Lyon	7,213	7,213	7,213	21,639	
000-3957-0	39751		Pontiac Trail	1.0 mi	Walled Lk Drive-Commerce	Widen	Walled Lake		19,301	9,650	28,951	
008-3901-4	39011		Opdyke		@ Doris	Widen	Auburn Hills	68,207	68,206	68,207	204,620	
000-4041-4	40412		Grange Hall		@ M-15	Widen	Brandon & Groveland		58,761	29,381	88,142	

1991 - ROAD IMPROVEMENT PROGRAM

Budget Number	Project Number	Road Class	Name of Road	Length	Termini	Types of Projects and Remarks	Location	Community Engineering Services	Fiscal Year 1991 Local Gov't Funding	MTF and Other RCOC Funding	Annual Total All Sources	Estimated Total Proj Cost
<u>Detail Schedule</u> <u>1991 Completion of 1990 Projects in Progress</u> <u>Tri-Party Continued-page 6 of 8</u>												
000-4042-4	40421		Milford		S. of Livingston	Widen	Highland		\$ 94,468	\$ 47,234	\$ 141,702	-
000-4065-4	40652		Gravel		Various		Holly		19,607	9,804	29,411	
000-4064-4	40642		Gravel		Various		Oxford		25,515	12,757	38,272	
000-4047-4	40471		Rose Center		@ Milford	Pave Approach	Rose		44,736	22,368	67,104	
009-3949-4	39492		Pontiac Lake	0.7 mi	N. Oakland E. of Hospital	Pave	Waterford		82,917	41,459	124,376	
007-3238-1	32380		Teggerdine	3.0 mi	M-59-White Lk Rd	Pave	White Lake		56,281	28,140	84,421	
000-4020-4	40201		Maple		@ John R	RT Lane	Troy	85,826	85,826	85,825	257,477	
TOTALS								\$ 208,744	\$ 791,256	\$ 500,000	\$ 1,500,000	

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