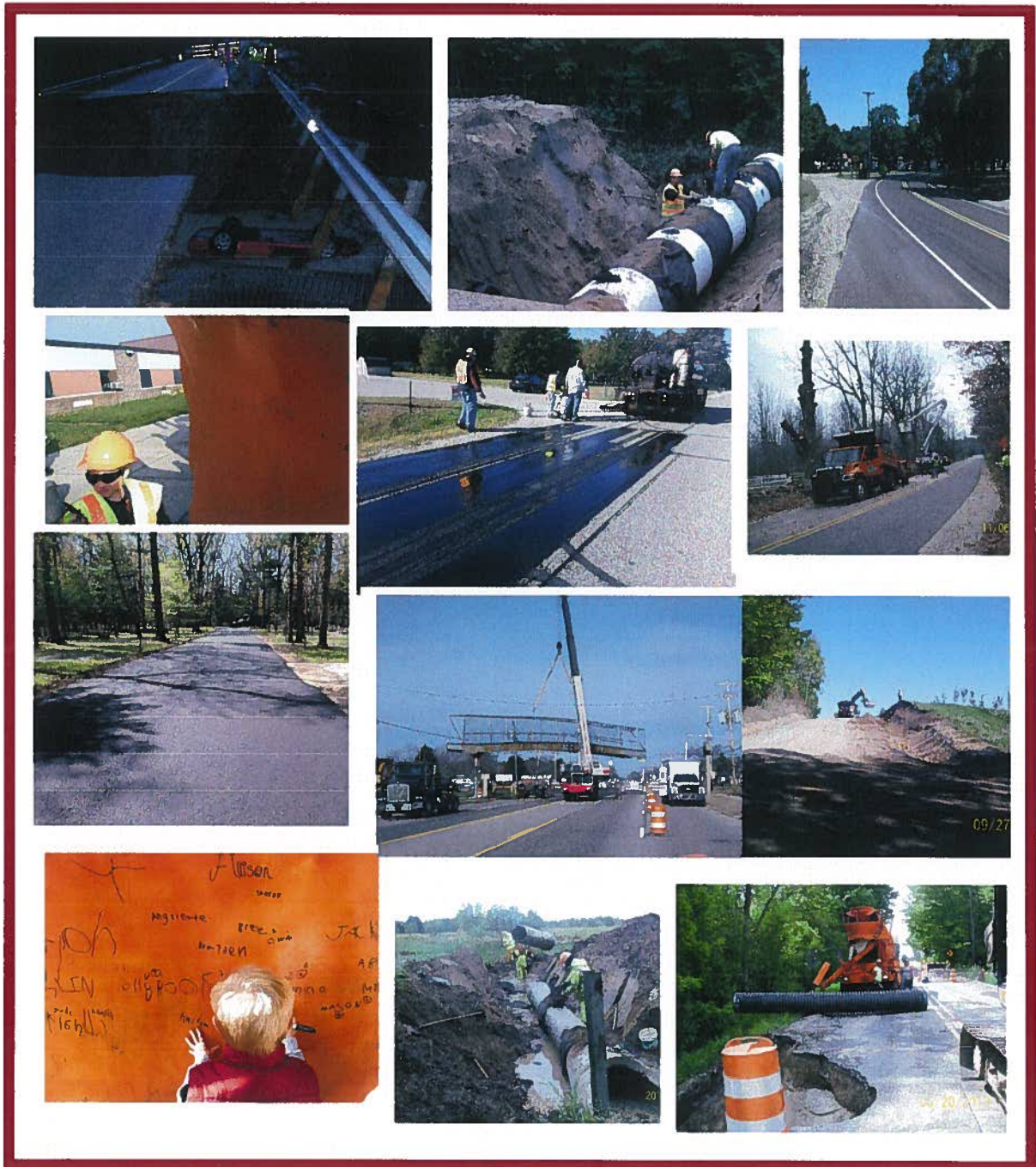


MUSKEGON COUNTY ROAD COMMISSION



ADOPTED BUDGET

2013 – 2014



Muskegon County Road Commission

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Jack E. Kennedy
Chairman

Melvin L. Black
Vice Chair

John J. DeWolf
Commissioner

Lewis J. Collins
Commissioner

Gerald J. Walter
Commissioner

TO: Road Commissioners Kennedy, Black, DeWolf, Collins & Walter

FROM: Kenneth J. Hulka, Managing Director

DATE: October 1, 2013

SUBJECT: Adopted 2013 - 2014 Operating Budget

Developing the annual budget is perhaps one of the most significant tasks that the Road Commissioners and Road Commission Staff perform on a yearly basis. The budget serves as a statement to the community of our priorities, and can be viewed as the major overall policy document. The budget, in general, denotes which services the Board deems most significant and important to the motoring public. This budget attempts to focus on and optimize pavement preservation of the existing system utilizing asset management concepts and the mix of fixes through superior routine and heavy maintenance utilizing best industry practices.

The 2013/2014 budget as presented reflects a continued trend of declining or stagnant revenue. We are anticipating flat revenues, which will be the ninth consecutive year of flat or diminished revenue. In fact the revenue we anticipate is less than what we received in 1997, the year of the last gas tax increase. On the expense side we again anticipate price increases greater than the rate of inflation for many of the high volume items used in our business, which also continues a pattern established several years ago. Pressures on both sides of the financial ledger continue to diminish our ability to enhance and maintain the public highway system in Muskegon County and force us to make choices that are less than desirable on many levels. Quite simply put, the public highway system continues to degrade faster than our ability to repair, maintain and rebuild it, not through lack of effort, but primarily due to lack of revenue for the size of our existing road system.

The budget as presented is our best attempt to optimize the financial resources that we do get to preserve and maintain the system. Several items to highlight in the proposed budget include the primary road construction and preservation projects, including 1 mile of Ellis Road in Ravenna Township, 1.44 miles of Giles Road in Muskegon Township, 2.5 miles of Maple Island Road in Sullivan Township, and 1.15 miles of Sheridan Road and Hile Road in Fruitport Township. On the local road system we are anticipating a project on Staple Road in cooperation with Dalton Township and anticipate that there will be several other local road projects with various townships that are as yet unidentified. We also have received funding for experimental projects on 3 miles of Goebel Road in Moorland Township and 1 mile of Ellis road in Ravenna Township using rubber modified asphalt. The budget includes funding for 40 miles of chip seal on the primary system and for 15 miles of local roads through township partnerships.

Given the tremendous need and continued deterioration of the system, and despite our continued best efforts at preservation, there is clear evidence that the system of financing our public highway system in Michigan is severely broken. I urge you to renew efforts at educating and convincing those elected officials, federal, state, and local that hold the statutory ability to fix or change the system to do so while we still have something to work with.

**MUSKEGON COUNTY ROAD COMMISSION
2013 - 2014 OPERATING BUDGET
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2013 - 2014 OPERATING BUDGET
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General Operating Budget

Fiscal Year 2013 - 2014

**Muskegon County Road Commission
General Appropriation Budget
Fiscal Year Beginning 10/01/13 and Ending 09/30/14**

| <u>Account Description</u> | <u>2010 - 2011 Actual Revenues & Expenditures</u> | <u>2011 - 2012 Actual Revenues & Expenditures</u> | <u>2012 - 2013 Amended Budget</u> | <u>2013 - 2014 Proposed Budget</u> |
|-------------------------------------|---|---|---|--|
| Revenues: | | | | |
| Mich Transportation Fund | | | | |
| Primary Fund | \$ 6,307,444 | \$ 6,369,040 | \$ 6,314,800 | \$ 6,361,000 |
| Local Fund | 2,242,491 | 2,251,543 | 2,264,700 | 2,261,000 |
| Build Michigan Funds | 322,121 | 320,874 | 320,000 | 319,000 |
| Sub Total | <u>\$ 8,872,056</u> | <u>\$ 8,941,457</u> | <u>\$ 8,899,500</u> | <u>\$ 8,941,000</u> |
| Fed Aid, EDF Funds, State | 2,192,952 | 2,439,123 | 2,866,550 | 2,623,126 |
| State Trunkline Mtnce | 2,051,473 | 2,052,214 | 1,900,000 | 1,900,000 |
| TWP Contributions and Other | 874,591 | 1,054,361 | 835,000 | 1,189,276 |
| Interest Income | 15,066 | 11,200 | 14,000 | 7,000 |
| Miscellaneous Receipts | 22,157 | 99,494 | 50,000 | 50,000 |
| Snow Funds | 80,021 | 80,296 | 80,000 | 80,500 |
| Reimbursements | 1,128,281 | 720,101 | 1,059,700 | 385,000 |
| Grand Total Revenues | <u>\$ 15,236,597</u> | <u>\$ 15,398,246</u> | <u>\$ 15,704,750</u> | <u>\$ 15,175,902</u> |
| ***** | | | | |
| Expenditures: | | | | |
| Maintenance - Primary Routine | \$ 3,458,050 | \$ 3,762,451 | \$ 4,029,600 | \$ 3,878,100 |
| Construction - Primary | 18,618 | 568,057 | - | - |
| Maintenance - Primary Preservation | 2,007,442 | 2,326,445 | 3,986,180 | 3,023,177 |
| Maintenance - Local Routine | 4,453,403 | 3,464,282 | 3,342,250 | 3,874,950 |
| Maintenance - Local Preservation | 854,877 | 1,443,924 | 860,200 | 1,898,942 |
| Construction - Local | - | - | - | - |
| State Trunkline Mtnce | 2,115,273 | 1,989,406 | 1,900,000 | 1,900,000 |
| Service for Other Entities | 954,588 | 38,681 | 500,000 | - |
| Debt Retirement and Interest | 270,138 | 262,639 | 270,000 | 208,000 |
| Administrative Expense - Net | 444,826 | 441,199 | 488,000 | 487,150 |
| Equip Expense: | | | | |
| -Direct | 1,017,353 | 1,028,336 | 975,000 | 1,030,000 |
| -Indirect Storage | 1,298,490 | 1,105,707 | 1,350,000 | 1,150,000 |
| -Operating | 639,011 | 568,945 | 600,000 | 650,000 |
| -Depreciation | 693,251 | 719,354 | 750,000 | 800,000 |
| Less: Rental Credits | (3,179,084) | (2,914,138) | (3,005,000) | (3,000,000) |
| Other Receivables (A/R's) | 440,542 | 580,039 | 300,000 | 300,000 |
| Capital Expenditures | | | | |
| Road Equipment | 610,728 | 787,836 | 939,000 | 696,000 |
| Office, Bldg & Land | 160,218 | 105,078 | 628,400 | 100,000 |
| Less: Depr. & Depletion | (1,032,535) | (955,789) | (1,000,000) | (1,050,000) |
| Grand Total Expenditures | <u>\$ 15,225,189</u> | <u>\$ 15,322,452</u> | <u>\$ 16,913,630</u> | <u>\$ 15,946,319</u> |
| Change In Available Operating Funds | <u>\$ 11,408</u> | <u>\$ 75,794</u> | <u>\$ (1,208,880)</u> | <u>\$ (770,417)</u> |
| Total Expenditures and CAOF | <u>\$ 15,236,597</u> | <u>\$ 15,398,246</u> | <u>\$ 15,704,750</u> | <u>\$ 15,175,902</u> |

Primary Road System

Supportive Data and Schedules

Fiscal Year 2013 - 2014

Muskegon County Road Commission
Supportive Data to 2013 - 2014 Annual Budget
Primary Road Routine Maintenance

380.10 Primary Road Miles

| Routine Maintenance | 2011 - 2012 Actual Expense | 2012 - 2013 Amended Budget | 2013 - 2014 Proposed Budget |
|---|---|---|--|
| 101 Surface Crack Filling | \$ 284,956 | \$ 170,000 | \$ 170,000 |
| 102 Berm Removal | 118,728 | 155,000 | 90,000 |
| 103 Surface Dura Patching | 180,681 | 300,000 | 150,000 |
| 104 Chip Seal | 1,086,738 | 990,000 | 1,000,000 |
| 105 Bituminous Wedging | 57,204 | 50,000 | 30,000 |
| 106 General Engineering/Road Estimates | 3,267 | 2,500 | 1,000 |
| 109 Surface Maintenance | 101,927 | 90,000 | 90,000 |
| 110 Asphalt Overlay | - | - | - |
| 111 Crack Pour Shoulder | - | 2,000 | 1,000 |
| 113 Dura Patch Shoulder | 2,122 | 4,000 | 2,000 |
| 114 Chip Seal Shoulder | 88,062 | 75,000 | 69,600 |
| 117 Erosion Control (new 2013) | - | - | 2,000 |
| 119 Shoulder Maintenance | 280,106 | 100,000 | 100,000 |
| 120 Tree Removal | 77,673 | 100,000 | 70,000 |
| 121 Tree Trimming/Shrub Removal | 103,160 | 120,000 | 120,000 |
| 122 Drainage/Culverts | 68,061 | 80,000 | 60,000 |
| 123 Ditching Operations | 100,942 | 120,000 | 90,000 |
| 124 Roadside Cleanup | 4,926 | 5,000 | 3,000 |
| 126 Grass and Weed Mowing | 53,658 | 75,000 | 50,000 |
| 127 Brush Control | 22,916 | 30,000 | 30,000 |
| 130 Guardrails and Guard Posts | 7,320 | 9,000 | 5,000 |
| 132 Sweeping - Curbs & Gutter | 19,595 | 20,000 | 20,000 |
| 137 Right of Way Fence | - | - | - |
| 138 Milling - Skidster | 4,313 | 15,100 | 4,000 |
| 141/149 Snow and Ice Control | 444,421 | 850,000 | 1,050,000 |
| 151/159 Structure Maintenance | 2,699 | 2,000 | 2,000 |
| 185 Field Supervision | 354,279 | 370,000 | 370,000 |
| Total Routine Maintenance | \$ 3,467,754 | \$ 3,734,600 | \$ 3,579,600 |
| 160 & 172 Traffic Signs & Services & Clear Vision | \$ 56,877 | \$ 35,000 | \$ 48,500 |
| 161 Traffic Signals - Maintenance | 21,741 | 30,000 | 25,000 |
| 162 - 167 Pavement Marking | 166,053 | 170,000 | 170,000 |
| 163 & 171 Construction Signs & Detours & Closures | 27,167 | 25,000 | 28,000 |
| 168 Traffic Signals - Energy | 7,588 | 15,000 | 9,000 |
| 169 & 170 New Traffic Signs & MUTCD Upgrades | 15,271 | 20,000 | 18,000 |
| | \$ 294,697 | \$ 295,000 | \$ 298,500 |
| Total Primary Road Routine Maintenance | \$ 3,762,451 | \$ 4,029,600 | \$ 3,878,100 |

**Muskegon County Road Commission
Primary Maintenance Projects
2013 - 2014 Budget**

The following is a summary list of projects/funds included in the 2013 - 2014 Fiscal Year Budget. Projects will be completed/implemented during the year subject to availability of fund/resources and Board approval.

| Project Location | Project Boundaries | Project Description | Project Length | MCRRC | Funding Sources | | | Total Project Cost |
|---|--------------------|---------------------|----------------|---------------------|-----------------|-------------|-------------|---------------------|
| | | | | | Other | Federal | State | |
| Chip Seal Program | | | 40 miles | \$ 1,000,000 | \$ - | \$ - | \$ - | \$ 1,000,000 |
| Total Primary Maintenance Projects | | | | \$ 1,000,000 | \$ - | \$ - | \$ - | \$ 1,000,000 |

These are noteworthy projects that are included in the Primary Routine Maintenance Budget.

Muskegon County Road Commission
Primary Construction-Capacity Improvement and Preservation-Structural Improvement Projects
2013 - 2014 Budget

The following is a summary list of projects/funds included in the 2013 - 2014 Fiscal Year Budget. Projects will be completed/implemented during the year

| Project Location | Project Boundaries | Project Description | Project Length | Funding Sources | | | Total Project Cost |
|---|---------------------------|--------------------------------|----------------|-----------------|-------|--------------|---------------------|
| | | | | MCRC | Other | Federal | |
| | | | | \$ - | \$ - | \$ - | \$ - |
| | | | | \$ - | \$ - | \$ - | \$ - |
| Total Primary Construction - Capacity Improvements | | | | | | | |
| | | | | \$ - | \$ - | \$ - | \$ - |
| Maple Island Road | Sternberg - Hts. Ravenna | Crush & Shape, Resurface | 2.50 mi. | \$ 190,000 | \$ - | \$ 445,750 | \$ 79,250 |
| Sheridan & Hile Rds. | Shettler Rd to Airline Rd | Crush & Shape, Resurface | 1.15 mi. | 234,750 | - | 494,000 | - |
| Sternberg Road | Property Acquisitions | Easements - Future Projects | | 10,000 | - | - | 10,000 |
| Ellis Road | Ravenna Rd to Squires Rd | Crush & Shape, Resurface | 1.00 mi. | 90,421 | - | 223,039 | 351,167 |
| Various Locations | Special Assessments | County Drains | | 10,000 | - | - | 10,000 |
| Sherman Blvd. | Harris to Sun Dolphin | Property Purchase - Drainage | | 16,500 | - | - | 16,500 |
| Old 99 Bridge | At Pierson County Drain | Repair Abutments | | 38,700 | - | 59,200 | - |
| Carryover Projects from 2012 - 2013 Budget: | | | | | | | |
| Giles Road | Whitehall Rd. to M-120 | Crush & Shape, Resurface | 1.44 mi. | 106,000 | - | - | 495,000 |
| Ellis Road Bridge | Over Crockery Creek | Widen Superstructure-Pave Deck | | 20,000 | - | - | 91,200 |
| Maple Island Road | Musk Riv & Brooks Crk | Bridge Rehabilitation | | 11,200 | - | - | 57,000 |
| | | | | \$ 727,571 | \$ - | \$ 1,221,989 | \$ 1,073,617 |
| Total Primary Preservation - Structural Improvements | | | | | | | \$ 3,023,177 |

**MUSKEGON COUNTY ROAD COMMISSION
SUPPORTIVE DATA TO THE
2013-2014 COUNTY ROAD BUDGET**

PRIMARY ROAD SYSTEM

Project Name: Maple Island Road

Project Limits: Sternberg Road to Heights Ravenna Road, (2.5 miles)

Location: Sullivan Township

Type of Work: Crush and Shape, Resurface

Funding:

| | |
|---------------------|-------------------|
| Federal: | \$ 445,750 |
| State: | 79,250 |
| Construction Match: | 75,000 |
| Engineering: | 50,000 |
| MCRC Overhead: | <u>65,000</u> |
| Total MCRC | \$ 190,000 |
| Total Project | <u>\$ 715,000</u> |

**MUSKEGON COUNTY ROAD COMMISSION
SUPPORTIVE DATA TO THE
2013-2014 COUNTY ROAD BUDGET**

PRIMARY ROAD SYSTEM

Project Name: Sheridan Road & Hile Road

Project Limits: Shettler Road to Airline Road (1.15 miles)

Location: Fruitport Township

Type of Work: Crush and Shape, Resurface

Funding:

| | |
|---------------------|-------------------|
| Federal STP | \$ 494,000 |
| Construction Match: | 123,500 |
| Engineering: | 45,000 |
| MCRC Overhead: | <u>66,250</u> |
| Total MCRC | \$ 234,750 |
| Total Project | <u>\$ 728,750</u> |

**MUSKEGON COUNTY ROAD COMMISSION
SUPPORTIVE DATA TO THE
2013-2014 COUNTY ROAD BUDGET**

PRIMARY ROAD SYSTEM

Project Name: Property Acquisition, Future Projects

Project Limits: Sternberg Road

Location: Fruitport Township

Type of Work: Easement purchases for future road and safety project

Funding:

| | |
|---------------|------------------|
| Engineering: | <u>\$ 10,000</u> |
| Total MCRC | \$ 10,000 |
| Total Project | <u>\$ 10,000</u> |

**MUSKEGON COUNTY ROAD COMMISSION
SUPPORTIVE DATA TO THE
2013-2014 COUNTY ROAD BUDGET**

PRIMARY ROAD SYSTEM

Project Name: Ellis Road

Project Limits: Ravenna Road to Squires Road, (1 mile)

Location: Ravenna Township

Type of Work: Crush and Shape, Base Improvement, Resurface

Funding:

| | |
|----------------|-------------------|
| Federal-D: | \$ 223,039 |
| State: | 102,117 |
| Grants: | 249,050 |
| Engineering: | 30,000 |
| MCRC Overhead: | <u>60,421</u> |
| Total MCRC | \$ 90,421 |
| Total Project | <u>\$ 664,627</u> |

**MUSKEGON COUNTY ROAD COMMISSION
SUPPORTIVE DATA TO THE
2013-2014 COUNTY ROAD BUDGET**

PRIMARY ROAD SYSTEM

Project Name: Special Assessments for County Drains

Project Limits: Various Primary Roads, Countywide

Location: Various Townships

Type of Work: Drainage

Funding: Construction Match: \$ 10,000
Total Project \$ 10,000

**MUSKEGON COUNTY ROAD COMMISSION
SUPPORTIVE DATA TO THE
2013-2014 COUNTY ROAD BUDGET**

PRIMARY ROAD SYSTEM

Project Name: Sherman Boulevard

Project Limits: Harris Road to Sun Dolphin Road

Location: City of Muskegon

Type of Work: Property purchase and drainage to correct recurring flooding

Funding:

| | |
|--------------------|------------------|
| Construction Match | \$ 15,000 |
| MCRC Overhead | <u>1,500</u> |
| Total MCRC: | \$ 16,500 |
| Total Project: | <u>\$ 16,500</u> |

**MUSKEGON COUNTY ROAD COMMISSION
SUPPORTIVE DATA TO THE
2013-2014 COUNTY ROAD BUDGET**

PRIMARY BRIDGE SYSTEM

Project Name: Old 99 Bridge

Project Limits: Bridge #7655 at Pierson County Drain

Location: White River Township

Type of Work: Repairs to abutments due to scour

Funding:

| | |
|--------------------------------|------------------|
| Federal (FHWA Disaster Relief) | \$ 59,200 |
| Local Match (MCRC) | 14,800 |
| Engineering | 15,000 |
| MCRC Overhead | <u>8,900</u> |
| Total MCRC: | \$ 38,700 |
| Total Project: | <u>\$ 97,900</u> |

**MUSKEGON COUNTY ROAD COMMISSION
SUPPORTIVE DATA TO THE
2013-2014 COUNTY ROAD BUDGET**

PRIMARY ROAD SYSTEM

Project Name: Giles Road

Project Limits: Whitehall Road to M-120 (1.44 miles)

Location: Muskegon Township

Type of Work: Crush and Shape, Culvert Replacements

Funding:

| | |
|----------------|-------------------|
| State: | \$ 495,000 |
| Local Match: | 32,000 |
| Engineering: | 20,000 |
| MCRC Overhead: | <u>54,000</u> |
| Total MCRC | \$ 106,000 |
| Total Project | <u>\$ 601,000</u> |

Note: State funding at 94% of contracted construction costs up to \$495,000

**MUSKEGON COUNTY ROAD COMMISSION
SUPPORTIVE DATA TO THE
2013-2014 COUNTY ROAD BUDGET**

PRIMARY BRIDGE SYSTEM

Project Name: Ellis Road Bridge

Project Limits: Ellis Road Crossing Crockery Creek, (1 mile)

Location: Ravenna Township

Type of Work: Superstructure Widening, Deck Paving

Funding:

| | |
|----------------|------------------|
| State: | \$ 91,200 |
| Local: | 5,000 |
| Engineering: | 5,000 |
| MCRC Overhead: | <u>10,000</u> |
| Total MCRC | \$ 20,000 |
| Total Project | <u>\$111,200</u> |

**MUSKEGON COUNTY ROAD COMMISSION
SUPPORTIVE DATA TO THE
2013-2014 COUNTY ROAD BUDGET**

PRIMARY BRIDGE SYSTEM

Project Name: Maple Island Road Bridge

Project Limits: Bridge at Muskegon River (#7659) and Bridge at Brooks Creek (#7660)

Location: Cedar Creek Township

Type of Work: Bridge Rehabilitation

Funding:

| | |
|----------------|------------------|
| State: | \$ 57,000 |
| Local: | 3,000 |
| Engineering: | 2,000 |
| MCRC Overhead: | <u>6,200</u> |
| Total MCRC | \$ 11,200 |
| Total Project | <u>\$ 68,200</u> |

Local Road System

Supportive Data and Schedules

Fiscal Year 2013 - 2014

Muskegon County Road Commission
Supportive Data to the 2013 - 2014 County Road Budget
Local Road Routine Maintenance

721.79 Local Road Miles Combined

| | Paved Roads | | | Gravel & Unimproved Roads | | | Total Local Road Routine Maintenance | | |
|--|----------------------------------|----------------------------------|-----------------------------------|----------------------------------|----------------------------------|-----------------------------------|--------------------------------------|----------------------------------|-----------------------------------|
| | 2011 - 2012 Actual Expense | 2012 - 2013 Amended Budget | 2013 - 2014 Proposed Budget | 2011 - 2012 Actual Expense | 2012 - 2013 Amended Budget | 2013 - 2014 Proposed Budget | 2011 - 2012 Actual Expense | 2012 - 2013 Amended Budget | 2013 - 2014 Proposed Budget |
| Routine Maintenance | | | | | | | | | |
| 100 Dust Control | \$ - | \$ - | \$ - | \$ 134,420 | \$ 120,000 | \$ 120,000 | \$ 134,420 | \$ 120,000 | \$ 120,000 |
| 101 Surface Crack Filling | 50,885 * | 60,000 | 60,000 | - | - | - | 50,885 | 60,000 | 60,000 |
| 102 Berm Removal | 37,029 | 50,000 | 50,000 | 49,131 | 68,000 | 68,000 | 86,160 | 118,000 | 118,000 |
| 103 Surface Dura Patching | 229,669 * | 96,000 | 100,000 | - | - | - | 229,669 | 96,000 | 100,000 |
| 104 Chip Seal | 408,321 * | 150,000 | 375,000 | - | - | - | 408,321 | 150,000 | 375,000 |
| 105 Bituminous Wedging | 43,614 * | 70,000 | 50,000 | - | - | - | 43,614 | 70,000 | 50,000 |
| 106 General Eng - Road Estimates | 6,141 | 3,000 | 5,000 | 2,343 | 1,000 | 1,000 | 8,484 | 4,000 | 6,000 |
| 109 Surface Maintenance | 243,675 | 100,000 | 150,000 | 592,885 | 625,000 | 475,000 | 836,560 | 725,000 | 625,000 |
| 110 Asphalt Overlay | - * | 80,000 | 50,000 | - | - | - | - | 80,000 | 50,000 |
| 111 Crack Four Shoulder | - | 1,000 | 1,000 | - | - | - | - | 1,000 | 1,000 |
| 113 Dura Patch Shoulder | - | 1,000 | 1,000 | 306 | - | - | 306 | 1,000 | 1,000 |
| 114 Seal/Patch Shoulder | - * | 3,000 | 3,000 | - | - | - | - | 3,000 | 3,000 |
| 117 Erosion Control <small>(new 2013)</small> | - * | - | 1,200 | - | - | - | - | - | 1,200 |
| 119 Shoulder Maintenance | 76,635 | 75,000 | 75,000 | 18,542 | 22,000 | 22,000 | 95,177 | 97,000 | 97,000 |
| 120 Tree Removal | 80,863 | 60,000 | 65,000 | 85,596 | 90,000 | 90,000 | 166,459 | 150,000 | 155,000 |
| 121 Tree Trimming/Shrub Removal | 99,899 | 70,000 | 80,000 | 86,351 | 70,000 | 70,000 | 186,250 | 140,000 | 150,000 |
| 122 Drainage/Culverts | 83,786 * | 70,000 | 75,000 | 23,853 | 34,000 | 34,000 | 107,639 | 104,000 | 109,000 |
| 123 Ditching Operations | 83,331 * | 60,000 | 65,000 | 61,792 | 75,000 | 75,000 | 145,123 | 135,000 | 140,000 |
| 124 Roadside Cleanup | 1,798 | 1,800 | 1,500 | 236 | 100 | 100 | 2,034 | 1,900 | 1,600 |
| 126 Grass and Weed Mowing | 37,052 | 25,000 | 26,000 | 35,572 | 22,000 | 22,000 | 72,624 | 47,000 | 48,000 |
| 127 Brush Control | 31,037 | 25,000 | 25,000 | 4,340 | 5,000 | 5,000 | 35,377 | 30,000 | 30,000 |
| 130 Guardrail and Guard Posts | - | 100 | 1,000 | 12,664 | 150 | 150 | 12,664 | 250 | 1,150 |
| 132 Sweeping and Flushing | 7,395 | 3,000 | 6,000 | - | - | - | 7,395 | 3,000 | 6,000 |
| 136 Curb Sweeping | - | - | - | - | - | - | - | - | - |
| 137 Right of Way Fence | - | - | - | - | - | - | - | - | - |
| 141/149 Snow and Ice Control | 380,717 | 662,700 | 900,900 | 111,469 | 192,300 | 375,000 | 492,186 | 855,000 | 1,275,900 |
| 151/159 Structure Maintenance | 182 | - | - | 546 | 1,000 | 1,000 | 728 | 1,000 | 1,000 |
| 185 Field Supervision | 125,839 | 130,000 | 130,000 | 102,191 | 98,000 | 98,000 | 228,030 | 228,000 | 228,000 |
| | \$ 2,027,868 | \$ 1,796,600 | \$ 2,296,600 | \$ 1,322,237 | \$ 1,423,550 | \$ 1,456,250 | \$ 3,350,105 | \$ 3,220,150 | \$ 3,752,650 |
| * Part to be reimbursable from twp road improvements | | | | | | | | | |
| Traffic Services | | | | | | | | | |
| 160/172 Traffic Signs/Serv/Clear Vis | \$ 18,376 | \$ 20,000 | \$ 20,000 | \$ 16,309 | \$ 18,000 | \$ 18,000 | \$ 34,685 | \$ 38,000 | \$ 38,000 |
| 161/168 Traffic Signals - Maint. & Energy | 2,005 | 4,500 | 4,500 | 152 | 600 | 600 | 2,157 | 5,100 | 5,100 |
| 162-167 Pavement Marking | 37,495 | 40,000 | 40,000 | - | - | - | 37,495 | 40,000 | 40,000 |
| 163/171 Const Signs/Detour/Closure | 10,427 | 12,500 | 12,500 | 1,504 | 4,000 | 4,000 | 11,931 | 16,500 | 16,500 |
| 169/170 New Traffic Signs-MUTCD | 13,253 | 15,000 | 15,000 | 6,967 | 7,500 | 7,500 | 20,220 | 22,500 | 22,500 |
| | \$ 81,556 | \$ 92,000 | \$ 92,000 | \$ 24,932 | \$ 30,100 | \$ 30,100 | \$ 106,488 | \$ 122,100 | \$ 122,100 |
| Total Local Road Routine Maintenance | \$ 2,109,424 | \$ 1,888,600 | \$ 2,388,600 | \$ 1,347,169 | \$ 1,453,650 | \$ 1,486,350 | \$ 3,456,593 | \$ 3,342,250 | \$ 3,874,950 |

**Muskegon County Road Commission
Local Maintenance Projects
2013 - 2014 Budget**

The following is a summary list of projects/funds included in the 2013 - 2014 Fiscal Year Budget. Projects will be completed/implemented during the year subject to availability of fund/resources and Board approval.

| Project Location | Project Boundaries | Project Description | Project Length | MCRC | Funding Sources | | | Total Project Cost |
|---|--------------------|---------------------|----------------|-------------------|-----------------|-------------------|-------------|--------------------|
| | | | | | Other | Township | State | |
| Chip Seal Program | To be determined | | 15 miles | \$ 150,000 | \$ - | \$ 225,000 | \$ - | \$ 375,000 |
| | | | | | | | | |
| Total Local Maintenance Projects | | | | \$ 150,000 | \$ - | \$ 225,000 | \$ - | \$ 375,000 |

These are noteworthy projects that are included in the Local Routine Maintenance Budget.

Muskegon County Road Commission
Local Construction - Capacity Improvement and Preservation - Structural Improvement Projects
2013 - 2014 Budget

The following is a summary list of projects/funds included in the 2013 - 2014 Fiscal Year Budget. Projects will be completed/implemented during the year subject to availability of fund/resources and Board approval.

| Project Location | Project Boundaries | Project Description | Project Length | MCRC | Funding Sources | | | Total Project Cost |
|---|-----------------------------|--------------------------|----------------|-------------------|-----------------|-------------------|-------------------|---------------------|
| | | | | | Federal | Townships | State | |
| | | | | \$ - | \$ - | \$ - | \$ - | \$ - |
| Total Local Construction - Capacity Improvements | | | | | | | | |
| | | | | \$ - | \$ - | \$ - | \$ - | \$ - |
| Goebel Road | Apple Ave. to Bailey Rd. | Crush & Shape, Resurface | 3.00 mi. | \$ 250,052 | \$ 182,000 | \$ 327,520 | \$ 759,572 | |
| Hancock Road | Lamos and Chase Roads | Replace Failed Structure | | 76,200 | 71,200 | - | 147,400 | |
| Staple Road | Michillinda Rd. to Duff Rd. | HMA Wedging & Overlay | 1.51 mi. | 77,000 | 115,500 | - | 192,500 | |
| Various | To Be Determined | HMA Overlays | | 107,500 | 250,000 | - | 357,500 | |
| Co. Drain Spec Asmt | To Be Determined | Drainage | | 10,000 | - | - | 10,000 | |
| Carryover Projects from 2012 - 2013 Budget: | | | | | | | | |
| Murray Road | Scenic Drive to Dock Road | Rehabilitation | 1.29 mi | 86,394 | 345,576 | - | 431,970 | |
| Total Local Preservation - Structural Improvements | | | | \$ 607,146 | \$ - | \$ 964,276 | \$ 327,520 | \$ 1,898,942 |

**MUSKEGON COUNTY ROAD COMMISSION
SUPPORTIVE DATA TO THE
2013-2014 COUNTY ROAD BUDGET**

LOCAL ROAD SYSTEM

Project Name: Goebel Road

Project Limits: Apple Avenue to Bailey Road, (3 miles)

Location: Moorland Township

Description: Crush and Shape, Resurface

Funding:

| | |
|---------------------|-------------------|
| State: | \$ 327,520 |
| Local Township: | 182,000 |
| Construction Match: | 146,000 |
| Engineering: | 35,000 |
| MCRC Overhead: | <u>69,052</u> |
| Total MCRC: | \$ 250,052 |
| Total Project: | <u>\$ 759,572</u> |

**MUSKEGON COUNTY ROAD COMMISSION
SUPPORTIVE DATA TO THE
2013-2014 COUNTY ROAD BUDGET**

LOCAL ROAD SYSTEM

Project Name: Hancock Road

Project Limits: Lamos Road and Chase Road

Location: White River Township

Type of Work: Replace failed crossing at Pierson Drain.
Note: New structure will be classified as a bridge

Funding:

| | |
|-----------------------------|------------------|
| Construction Cost Estimate: | \$ 126,000 |
| Engineering: | 8,000 |
| MCRC Overhead: | <u>13,400</u> |
| Total Project: | \$ 147,400 |
| Funding: | |
| White River | \$ 71,200 |
| MCRC | <u>\$ 76,200</u> |

**MUSKEGON COUNTY ROAD COMMISSION
SUPPORTIVE DATA TO THE
2013-2014 COUNTY ROAD BUDGET**

LOCAL ROAD SYSTEM

Project Name: Staple Road

Project Limits: Michillinda Road to Duff Road, (1.51 miles)

Location: Dalton Township

Description: HMA Wedging and Overlay

Funding:

| | |
|------------------------|-------------------|
| Construction Estimate: | \$ 175,000 |
| MCRC Overhead: | <u>17,500</u> |
| Project Estimate: | \$ 192,500 |

Funding:

| | |
|------------------|-------------------|
| MCRC: | \$ 77,000 |
| Dalton Township: | <u>\$ 115,500</u> |

**MUSKEGON COUNTY ROAD COMMISSION
SUPPORTIVE DATA TO THE
2013-2014 COUNTY ROAD BUDGET**

LOCAL ROAD SYSTEM

Project Name: HMA Overlays

Project Limits: To Be Determined

Location: Various Townships, Countywide

Description: Surface Improvements, MCRC Match

Funding:

| | |
|---------------------|-------------------|
| Local Township: | \$ 250,000 |
| Construction Match: | 75,000 |
| MCRC Overhead: | <u>32,500</u> |
| Total MCRC: | \$ 107,500 |
| Total Project: | <u>\$ 357,500</u> |

**MUSKEGON COUNTY ROAD COMMISSION
SUPPORTIVE DATA TO THE
2013-2014 COUNTY ROAD BUDGET**

LOCAL ROAD SYSTEM

Project Name: Special Assessments for County Drains

Project Limits: Various Local Roads, Countywide

Location: Various Townships

Type of Work: Drainage

Funding: Construction Match: \$ 10,000
Total Project \$ 10,000

**MUSKEGON COUNTY ROAD COMMISSION
SUPPORTIVE DATA TO THE
2013-2014 COUNTY ROAD BUDGET**

LOCAL ROAD SYSTEM

Project Name: Murray Road

Project Limits: Scenic Drive to Dock Road (1.29 miles)

Location: Fruitland Township

Type of Work: Rehabilitation

Funding:

| | |
|----------------|-------------------|
| Township: | \$ 345,576 |
| Local: | 34,374 |
| Engineering: | 12,750 |
| Overhead: | <u>\$ 39,270</u> |
| Total Project: | <u>\$ 431,970</u> |

Funding:

| | |
|-----------|-------------------|
| MCRC: | \$ 86,394 |
| Township: | <u>\$ 345,576</u> |

Capital Outlay

Fiscal Year 2013 - 2014

**Muskegon County Road Commission
Schedule of Capital Outlay
Budget Year 2013 - 2014**

| Description: | Amount Requested | A Office Equip/Furn. | B Other Equipment | C General Building | D Fleet Equipment |
|---|--------------------------|-------------------------|------------------------|-------------------------|--------------------------|
| Maintenance Department: | | | | | |
| Muskegon Garage - Contingency | \$ 1,000 | \$ - | \$ - | \$ 1,000 | \$ - |
| Muskegon Garage - Remodel Mtce. Kitchen | 5,000 | - | - | 5,000 | - |
| Twin Lake Garage - Contingency | 1,000 | - | - | 1,000 | - |
| Twin Lake Garage - Red Barn - New Roof | 5,000 | - | - | 5,000 | - |
| Whitehall Garage - Contingency | <u>1,000</u> | <u>-</u> | <u>-</u> | <u>1,000</u> | <u>-</u> |
| Total Maintenance Department: | \$ 13,000 | \$ - | \$ - | \$ 13,000 | \$ - |
| Equipment Department: | | | | | |
| 1 - 58,000 GVW Truck inc scraper/wing/setup | \$ 143,000 | \$ - | \$ - | \$ - | \$ 143,000 |
| 2 - 37,000 GVW Trucks inc scraper/wing/setup | 260,000 | - | - | - | 260,000 |
| 1 - Rubber Tire Rollers (for Chip Seal Operation) | 70,000 | - | - | - | 70,000 |
| 1 - Crack Sealer | 60,000 | - | - | - | 60,000 |
| 3 - Pickups Ext. Cab | 72,000 | - | - | - | 72,000 |
| 1 - SUV - Engineering | 32,000 | - | - | - | 32,000 |
| 1 - 12' Do-All Box | 29,000 | - | - | - | 29,000 |
| 1 - Broom - Truck Mounted | 11,000 | - | - | - | 11,000 |
| 1 - Air Compressors | 15,000 | - | - | - | 15,000 |
| Stockroom Shelving & Cabinets | 50,000 | - | - | 50,000 | - |
| 4 - Chain Saws & Weed whips | <u>4,000</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>4,000</u> |
| Total Equipment Department: | \$ 746,000 | \$ - | \$ - | \$ 50,000 | \$ 696,000 |
| Engineering / Traffic / Sign Shop Departments: | | | | | |
| Engineering - Contingency | \$ 2,500 | \$ 1,500 | \$ 1,000 | \$ - | \$ - |
| Traffic - Contingency | 1,000 | - | 1,000 | - | - |
| Sign Shop - Contingency | <u>1,000</u> | <u>-</u> | <u>1,000</u> | <u>-</u> | <u>-</u> |
| Total Engineering / Traffic / Sign Shop Depts. | \$ 4,500 | \$ 1,500 | \$ 3,000 | \$ - | \$ - |
| Finance/Administrative Services: | | | | | |
| Driveway Improvements | \$ 30,000 | \$ - | \$ - | \$ 30,000 | \$ - |
| Contingency | <u>2,500</u> | <u>2,500</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Total Finance/Administrative Services | \$ 32,500 | \$ 2,500 | \$ - | \$ 30,000 | \$ - |
| Total 2013 - 2014 Capital Outlay | <u>\$ 796,000</u> | <u>\$ 4,000</u> | <u>\$ 3,000</u> | <u>\$ 93,000</u> | <u>\$ 696,000</u> |
| | | A | B | C | D |
| Budget Summary: | | | | | |
| Road Equipment Total (Column D) | \$ 696,000 | | | | |
| Office, Buildings and Land (Columns A,B and C) | <u>100,000</u> | | | | |
| Grand Total | <u>\$ 796,000</u> | | | | |

Administrative Expense

Supportive Data and Schedules

Fiscal Year 2013 - 2014

**Muskegon County Road Commission
Administrative Expense Comparison
Fiscal Year 2013 - 2014**

| <u>Description</u> | <u>2011 - 2012 Actual</u> | <u>2012 - 2013 Amended Budget</u> | <u>2013 - 2014 Proposed Budget</u> |
|--|-------------------------------|---|--|
| Salaries and Wages | \$ 296,159 | \$ 300,000 | \$ 302,000 |
| Fringe Benefits | 230,584 | 235,000 | 235,000 |
| Postage | 167 | 500 | 250 |
| Office Supplies | 1,206 | 1,800 | 1,500 |
| Dues and Publications | 1,840 | 2,000 | 2,000 |
| Contractual Services | 1,259 | 1,500 | 1,500 |
| Data Processing | 3,142 | 3,900 | 3,500 |
| Legal and Professional | - | - | - |
| Education and Training | 22,608 | 19,000 | 23,000 |
| Communications | 4,162 | 4,800 | 4,500 |
| Travel Expense | 609 | 750 | 750 |
| Advertising/Public Relations | 227 | 200 | 250 |
| Insurance | 11,996 | 13,500 | 12,500 |
| Utilities | 7,881 | 8,500 | 8,200 |
| Building Repair and Maintenance | 5,501 | 6,500 | 6,500 |
| Office Equipment Repair/Maintenance | 2,203 | 1,400 | 2,500 |
| Miscellaneous | - | 100 | 100 |
| Depreciation - Office Equipment | 6,172 | 10,000 | 6,500 |
| Depreciation - Office Building | 17,425 | 20,150 | 18,200 |
| Other: | | | |
| Random Drug Testing | 55 | 100 | 100 |
| Total | \$ 613,196 | \$ 629,700 | \$ 628,850 |
| Credits to Administrative Expense | | | |
| Handling Charges on Materials Sold | \$ 7,763 | \$ 5,200 | \$ 5,200 |
| Overhead - State Trunkline Maintenance | 159,275 | 135,000 | 135,000 |
| Purchase Discounts | 4,959 | 1,500 | 1,500 |
| Other | | | |
| Total | \$ 171,997 | \$ 141,700 | \$ 141,700 |
| Net Total Administration | \$ 441,199 | \$ 488,000 | \$ 487,150 |

**Muskegon County Road Commission
Schedule of Legal and Professional Services
Fiscal Year 2013 - 2014**

| Description | 2013 - 2014 Proposed Budget |
|--|-----------------------------------|
| Traffic: | |
| Consulting | \$ 5,000 |
| Legal Fees | 2,000 |
| Contingency | 2,000 |
| Traffic Total | 9,000 |
| Engineering: | |
| Testing Services | 8,000 |
| Title Searches | 2,000 |
| Software Licenses and Upgrades | 2,000 |
| Training and Certification | 3,000 |
| Bi-Annual Bridge Structural Appraisals | 12,000 |
| Legal Services | 10,000 |
| Stormwater Discharge Permit Program Administration | 20,000 |
| Engineering Total | 57,000 |
| Finance: | |
| Annual Software License | 10,000 |
| Annual Audit | 13,000 |
| Computer Support/Training | 5,000 |
| Finance Total | 28,000 |
| Safety/Building Maintenance: | |
| Safety Consultants | 5,000 |
| Safety Seminars | 5,000 |
| HVAC Contract (Continuing) | 36,200 |
| Other Miscellaneous Professional Services | 10,000 |
| Safety/Building Maintenance Total | 56,200 |
| Administrative/Personnel: | |
| Labor/Mgmt - Supervisory/Union Rep Training | 4,000 |
| Drug Testing Program - (Collect/Test/Evaluate) | 3,000 |
| Attorney Fees | 12,000 |
| Miscellaneous | 5,000 |
| Administrative/Personnel | 24,000 |
| Total Legal and Professional | \$ 174,200 |