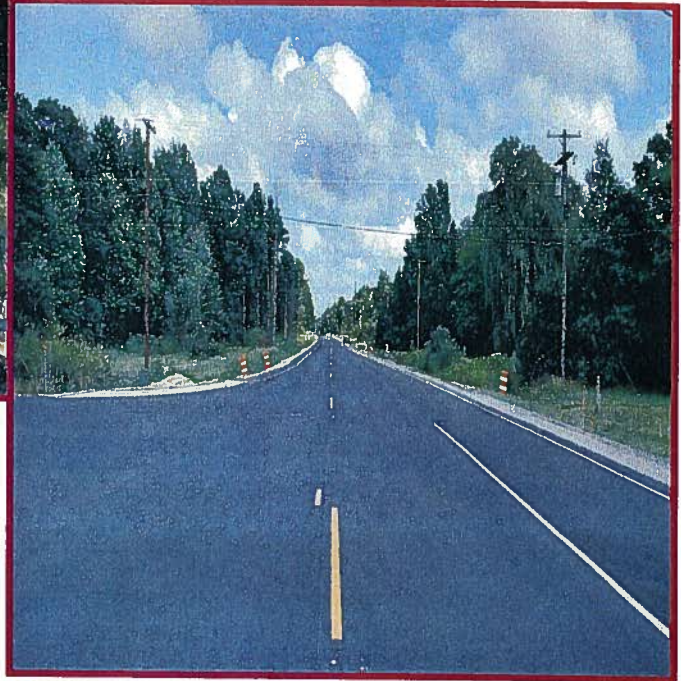
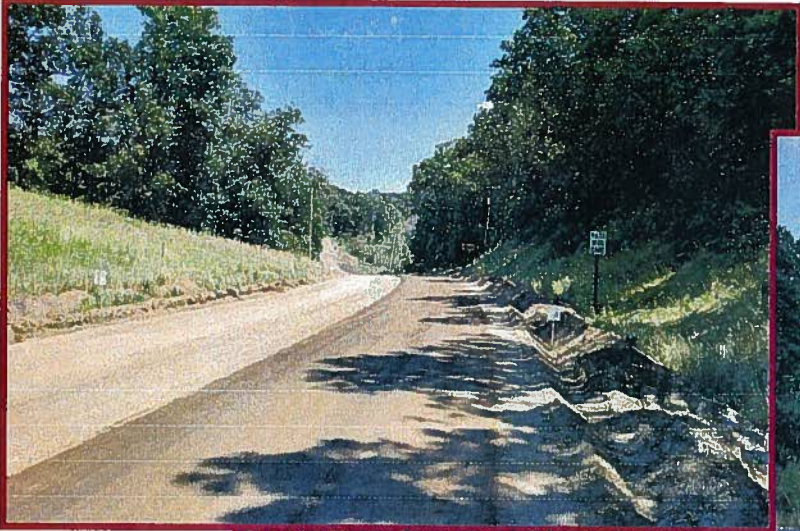




MUSKEGON COUNTY ROAD COMMISSION

www.muskegoncountyroads.org



ADOPTED BUDGET 2015-2016



M U S K E G O N C O U N T Y R O A D C O M M I S S I O N

Upper Left Corner:

Park Street in Egelston Township

Middle:

Mt. Garfield Road Culvert in Fruitport and Sullivan Townships

Right:

Sternberg Road — Fruitport and Sullivan Townships

Middle Left:

Ryerson Road in Cedar Creek Township

Middle Bottom:

Canada Road in

Bottom Left :

Chip Seal Program
County Wide

Casnovia Township

7700 E. Apple Avenue
Muskegon, MI 49442

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Muskegon County Road Commission

7700 East Apple Avenue
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Muskegon, MI 49442-4999
Fax (231) 788-5793

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, 2015
SUBJECT: Adopted 2015 - 2016 Operating Budget

We have prepared a budget for your review. This budget is similar in many respects to last year's document in that we have attempted to provide as much service as possible to the motoring public and to focus on pavement preservation. In one sense the budgeting process is a very disheartening exercise given the woefully inadequate resources provided to us through Act 51 Revenues. The true system need where we would be able to provide an improving road network condition approaches a 50-60% increase in revenue.

Having said that, unlike previous years, we are anticipating a revenue increase. The legislature appropriated approximately 400 million general fund dollars to roads. Just over 100 million of that was disbursed through the internal formula to county road agencies. In addition we are expecting a modest increase in MTF. While this additional revenue is greatly appreciated, this is not a long term funding solution that we can plan on.

There is no increase anticipated in the state maintenance contract. We have budgeted approximately 1.7 million for chip seal on primary and local roads and have budgeted winter snow and ice control at more historical levels.

On the equipment side we have budgeted 3 plow trucks and a new emulsion distributor for the chip seal program. This allows us to continue to keep our fleet in a good overall condition.

Specific projects on the primary road system are Zellar Road from Michillinda to Lakewood, Sternberg Road from Airline Road to Brooks Road, Maple Island Road from Heights Ravenna to Apple Avenue, the River Road Bridge, and traffic signal replacements at three intersections.

Local Road Projects – Putnam Road culvert replacement. 9-10 miles of chip seal and anticipated \$300,000 in Township overlays which are currently unidentified.

**MUSKEGON COUNTY ROAD COMMISSION
2015 - 2016 OPERATING BUDGET
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**MUSKEGON COUNTY ROAD COMMISSION
2015 - 2016 OPERATING BUDGET
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General Operating Budget

Fiscal Year 2015 - 2016

General Appropriation Budget
Fiscal Year Beginning 10/01/15 and Ending 09/30/16

Account Description	2012 - 2013 Actual Revenues & Expenditures	2013 - 2014 Actual Revenues & Expenditures	2014 - 2015 Adopted Budget	2015 - 2016 Proposed Budget
Revenues:				
Mich Transportation Fund				
Primary Fund	\$ 6,466,856	\$ 6,639,074	\$ 6,588,600	\$ 6,821,968
Local Fund	2,297,219	2,372,177	2,345,500	2,463,816
Build Michigan Funds	319,647	320,309	318,000	324,200
Sub Total	<u>\$ 9,083,722</u>	<u>\$ 9,331,560</u>	<u>\$ 9,252,100</u>	<u>\$ 9,609,984</u>
Fed Aid, EDF Funds, State	\$ 1,367,667	\$ 4,600,972	\$ 4,749,156	\$ 6,004,302
State Trunkline Mtnce	2,176,078	2,715,085	1,900,000	1,900,000
TWP Contributions and Other	732,452	1,129,169	601,000	736,361
Interest Income	5,744	7,797	7,000	9,000
Miscellaneous Receipts	52,347	60,945	50,000	50,000
Snow Funds	80,986	81,912	81,500	84,000
Reimbursements	824,837	504,937	385,000	385,000
Grand Total Revenues	<u>\$ 14,323,833</u>	<u>\$ 18,432,377</u>	<u>\$ 17,025,756</u>	<u>\$ 18,778,647</u>

Expenditures:				
Maintenance - Primary Routine	\$ 4,324,908	\$ 4,599,404	\$ 4,169,000	\$ 4,850,100
Construction - Primary	2,368	-	25,000	-
Maintenance - Primary Preservation	1,154,406	3,329,990	4,685,456	3,358,896
Maintenance - Local Routine	3,605,697	3,802,226	3,865,300	4,332,050
Maintenance - Local Preservation	981,809	1,699,085	835,000	657,470
Construction - Local	-	133,184	165,000	-
State Trunkline Mtnce	2,137,251	2,715,085	1,900,000	1,900,000
Service for Other Entities	198,208	41,987	-	2,187,741
Debt Retirement and Interest	235,570	208,000	-	-
Administrative Expense - Net	415,938	416,151	475,350	484,350
Equip Expense:				
-Direct	1,040,194	1,237,610	1,100,000	1,200,000
-Indirect Storage	1,038,500	1,106,505	1,150,000	1,150,000
-Operating	712,898	866,642	800,000	850,000
-Depreciation	829,475	803,836	815,000	830,000
Less: Rental Credits	(3,364,524)	(3,866,092)	(3,200,000)	(3,300,000)
Other Receivables (A/R's)	633,442	374,279	300,000	300,000
Capital Expenditures				
Road Equipment	1,292,954	459,743	724,500	917,500
Office, Bldg. & Land	808,116	75,166	37,000	19,500
Less: Depr. & Depletion	(1,087,468)	(1,064,446)	(1,050,000)	(1,075,000)
Grand Total Expenditures	<u>\$ 14,959,742</u>	<u>\$ 16,938,355</u>	<u>\$ 16,796,606</u>	<u>\$ 18,662,607</u>
Change In Available Operating Funds	<u>\$ (635,909)</u>	<u>\$ 1,494,022</u>	<u>\$ 229,150</u>	<u>\$ 116,040</u>
Total Expenditures and CAOF	<u>\$ 14,323,833</u>	<u>\$ 18,432,377</u>	<u>\$ 17,025,756</u>	<u>\$ 18,778,647</u>

Primary Road System

Supportive Data and Schedules

Fiscal Year 2015 - 2016

Muskegon County Road Commission
Primary Road Routine Maintenance
2015 - 2016 Annual Budget

380.10 Primary Road Miles

Function Number	Function Description	2013 - 2014 Actual	2014 - 2015 Adopted Budget	2015 - 2016 Proposed Budget
101	Surface Crack Filling	\$ 255,754	\$ 170,000	\$ 170,000
102	Berm Removal	65,356	70,000	70,000
103	Surface Dura Patching	197,484	170,000	170,000
104	Chip Seal	1,234,600	1,263,900	1,680,000
105	Bituminous Wedging	12,540	20,000	20,000
106	General Engineering/Road Estimates	7,825	2,000	7,000
109	Surface Maintenance	114,842	100,000	100,000
110	Asphalt Overlay (New 2012)	-	-	-
111	Crack Pour Shoulder	-	500	500
113	Dura Patch Shoulder	-	1,000	1,000
114	Chip Seal Shoulder	83,215	70,000	125,000
115	Fog Seal	-	-	5,500
117	Erosion Control	3,000	3,000	3,000
119	Shoulder Maintenance	171,972	140,000	150,000
120	Tree Removal	39,757	50,000	50,000
121	Tree Trimming/Shrub Removal	81,232	103,000	125,000
122	Drainage/Culverts	105,465	60,000	60,000
123	Ditching Operations	11,436	50,000	50,000
124	Roadside Cleanup	2,213	2,000	2,000
126	Grass and Weed Mowing	61,787	42,000	61,000
127	Brush Control	22,157	30,000	30,000
130	Guardrails and Guard Posts	21,991	3,000	20,000
132	Sweeping - Curbs & Gutter	25,569	20,000	27,500
137	Right of Way Fence	-	-	-
138	Milling - Skidster	-	1,000	1,000
141/149	Snow and Ice Control	1,415,175	1,100,100	1,200,100
151/159	Structure Maintenance	21,869	2,000	10,500
185	Field Supervision	328,449	345,000	345,000
	Total Routine Maintenance	\$ 4,283,688	\$ 3,818,500	\$ 4,484,100
Traffic Services				
160/172/173	Traffic Signs & Services & Clear Vision	\$ 39,054	\$ 45,000	\$ 55,000
161	Traffic Signals - Maintenance	18,768	21,000	20,000
162 - 167	Pavement Marking	202,175	240,000	240,000
163 & 171	Construction Signs & Detours & Closures	24,633	20,000	20,000
168	Traffic Signals - Energy	10,306	9,000	9,000
169 & 170	New Traffic Signs & MUTCD Upgrades	20,780	15,500	22,000
		\$ 315,716	\$ 350,500	\$ 366,000
	Total Primary Road Routine Maintenance	\$ 4,599,404	\$ 4,169,000	\$ 4,850,100

**Muskegon County Road Commission
Primary Maintenance Projects
2015 - 2016 Budget**

The following is a summary list of projects/funds included in the 2015 - 2016 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	Federal	State	
Chip Seal Program	Various Roads		60.00 mi	\$ 1,680,000	\$ -	\$ -	\$ -	\$ 1,680,000
Total Primary Maintenance Projects					\$ 1,680,000	\$ -	\$ -	\$ 1,680,000

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
2015 - 2016 Budget

The following is a summary list of projects/funds included in the 2015 - 2016 Fiscal Year Budget. Projects will be completed/implemented during the year

Project Location	Project Boundaries	Project Description	Project Length	MCRC	Funding Sources			Total Project Cost
					Other	Federal	State	
				\$ -	-	-	-	\$ -
Total Primary Construction - Capacity Improvements				\$ -	-	-	-	\$ -
Zellar Road	Michillinda to Lakewood	Crush & Shape, Resurface	1.00 mi.	\$ 167,375	\$ 90,000	\$ 305,000	\$ -	\$ 562,375
Sternberg Road	Airline Road to Brooks Rd.	Crush/Shape/Resurface/Shldr	1.50 mi.	185,000	-	376,000	-	561,000
Maple Island Road Sherman & Harris, Sherman & Black Creek, Black Creek & Broadway	Hts. Ravenna to Apple Ave	HMA Overlay	3.00 mi.	201,300	-	308,000	-	509,300
River Road Bridge	Intersections	Traffic Signal Replacements Bridge Replacement & Approach Reconstruction		54,800	-	218,000	-	272,800
	Bridge at Cedar Creek			233,800	-	865,600	162,300	1,261,700
Carryover Projects from 2014 -2015 Budget:				<u>32,394</u>	-	<u>121,827</u>	<u>37,500</u>	<u>191,721</u>
Ryerson Road 25%	Maple Is.-Holton Duck Lk.	Crush & Shape, Resurface		\$ 874,669	\$ 90,000	\$ 2,194,427	\$ 199,800	\$ 3,358,896
	Subtotal - Primary Perservation							
Pass- through Projects:								
Berry Junction Trail 2	McMillan Whitehall Holton	Construction of Path		-	287,741	1,600,000	300,000	2,187,741
Total Primary Preservation - Structural Improvements				<u>\$ 874,669</u>	<u>\$ 377,741</u>	<u>\$ 3,794,427</u>	<u>\$ 499,800</u>	<u>\$ 5,546,637</u>

**MUSKEGON COUNTY ROAD COMMISSION
SUPPORTIVE DATA TO THE
2015-2016 COUNTY ROAD BUDGET**

PRIMARY ROAD SYSTEM

Project Name: Zellar Road

Project Limits: Michillinda Road to Lakewood Road (1 mile)

Location: Fruitland Township

Type of Work: Crush and Shape, Resurface, Drainage Improvements

Funding:

Federal:	\$ 305,000
Local Township:	90,000
MCRC:	<u>167,375</u>
Total Project Cost:	<u>\$ 562,375</u>

Note:

Construction match shown is minimum to achieve full federal funds. If the Township is able to fund drainage (for discussion), our match can be decreased.

**MUSKEGON COUNTY ROAD COMMISSION
SUPPORTIVE DATA TO THE
2015-2016 COUNTY ROAD BUDGET**

PRIMARY ROAD SYSTEM

Project Name: Sternberg Road

Project Limits: Airline Road to Brooks (1.5 miles)

Location: Fruitport Township

Type of Work: Crush and Shape, Resurface, Pave Shoulders, Replace Two Culverts

Funding:

Federal:	\$ 376,000
MCRC:	<u>185,000</u>
Total Project Cost:	<u>\$ 561,000</u>

**MUSKEGON COUNTY ROAD COMMISSION
SUPPORTIVE DATA TO THE
2015-2016 COUNTY ROAD BUDGET**

PRIMARY ROAD SYSTEM

Project Name: Maple Island Road

Project Limits: Hts. Ravenna Road to Apple Avenue (3 miles)

Location: Sullivan and Egelston Township

Type of Work: HMA Overlay

Funding:

Federal:	\$ 308,000
MCRC:	<u>201,300</u>
Total Project Cost:	<u>\$ 509,300</u>

**MUSKEGON COUNTY ROAD COMMISSION
SUPPORTIVE DATA TO THE
2015-2016 COUNTY ROAD BUDGET**

PRIMARY ROAD SYSTEM

Project Name: Traffic Signal Upgrades, 3 Locations

Project Limits: Sherman at Harris; Sherman at Black Creek; Black Creek at Broadway

Location: Fruitport Township and City of Muskegon

Type of Work: Traffic Signal Replacements

Funding:

Federal:	\$ 218,000
MCRC:	<u>54,800</u>
Total Project Cost:	<u>\$ 272,800</u>

**MUSKEGON COUNTY ROAD COMMISSION
SUPPORTIVE DATA TO THE
2015-2016 COUNTY ROAD BUDGET**

PRIMARY BRIDGE SYSTEM

Project Name: River Road Bridge

Project Limits: Bridge at Cedar Creek (.25 miles)

Location: Cedar Creek Township

Type of Work: Bridge Replacement and Approach Reconstruction

Funding:

Federal:	\$ 865,600
State:	162,300
MCRC:	<u>233,800</u>
Total Project Cost:	<u>\$1,261,700</u>

**MUSKEGON COUNTY ROAD COMMISSION
SUPPORTIVE DATA TO THE
2015-2016 COUNTY ROAD BUDGET**

PRIMARY ROAD SYSTEM

Project Name: Ryerson Road

Project Limits: Maple Island Road to Holton-Duck Lake Road (2 miles)

Location: Cedar Creek Township

Type of Work: Crush and Shape, Resurface w/ Rubber Mod HMA

Funding:

Federal Funds:	\$ 487,309
State Funds:	150,000
MCRC:	<u>129,577</u>
Total Project:	<u>\$ 766,886</u>

Note: Carryover from 2014-2105

	<u>2014-2015</u> 75%	<u>2015-2016</u> 25%
Federal:	\$365,482	\$121,827
State:	112,500	37,500
MCRC:	<u>97,183</u>	<u>32,394</u>
TOTAL:	<u>\$575,165</u>	<u>\$191,721</u>

**MUSKEGON COUNTY ROAD COMMISSION
SUPPORTIVE DATA TO THE
2015-2016 COUNTY ROAD BUDGET**

PRIMARY ROAD SYSTEM

Project Name: Berry Junction Trail, Phase 2

Project Limits: McMillian Road to Whitehall and Holton

Location: Muskegon and Dalton Townships, City of North Muskegon

Type of Work: Construction Engineering Services

Funding:

Federal:	\$ 1,600,000
State:	300,000
Other (Grants)	<u>287,741</u>
Total Project Cost:	<u>\$ 2,187,741</u>

Local Road System

Supportive Data and Schedules

Fiscal Year 2015 - 2016

**Muskegon County Road Commission
Local Road Routine Maintenance
2015 - 2016 Annual Budget**

710.38 Local Road Miles Combined

Function Number	Function Description	Paved Roads			Gravel & Unimproved Roads			Total Local Road Routine Maintenance		
		2013 - 2014 Actual Expense	2014 - 2015 Adopted Budget	2015 - 2016 Proposed Budget	2013 - 2014 Actual Expense	2014 - 2015 Adopted Budget	2015 - 2016 Proposed Budget	2013 - 2014 Actual Expense	2014 - 2015 Adopted Budget	2015 - 2016 Proposed Budget
100	Dust Control	\$ -	\$ -	\$ -	\$ 109,387	\$ 120,000	\$ 125,000	\$ 109,387	\$ 120,000	\$ 125,000
101	Surface Crack Filling	9,134	60,000	30,000	-	-	-	9,134	60,000	30,000
102	Berm Removal	37,855	50,000	45,000	32,076	40,000	50,000	69,931	90,000	95,000
103	Surface Dura Patching	189,990	150,000	225,000	-	-	-	189,990	150,000	225,000
104	Chip Seal	104,206	240,000	240,000	-	-	-	104,206	240,000	240,000
105	Bituminous Wedging	-	30,000	75,000	-	-	-	-	30,000	75,000
106	General Eng - Road Estimates	8,742	6,000	6,000	4,136	3,000	3,000	12,878	9,000	9,000
109	Surface Maintenance	204,029	220,000	275,000	591,485	544,550	600,000	795,514	764,550	875,000
110	Asphalt Overlay	35,417	50,000	50,000	-	-	-	35,417	50,000	50,000
117	Erosion Control (New 2013)	4,002	1,600	1,600	4,441	3,000	3,000	8,443	4,600	4,600
119	Shoulder Maintenance	60,425	50,000	52,000	31,319	26,000	40,000	91,744	76,000	92,000
120	Tree Removal	26,753	70,000	40,000	21,420	45,000	45,000	48,173	115,000	85,000
121	Tree Trimming/Shrub Removal	76,506	90,000	90,000	42,731	50,000	50,000	119,237	140,000	140,000
122	Drainage/Culverts	75,887	90,000	288,000	178,469	56,000	56,000	254,356	146,000	344,000
123	Ditching Operations	56,781	85,000	40,000	21,748	60,000	60,000	78,529	145,000	100,000
124	Roadside Cleanup	2,569	2,000	3,000	1,870	1,000	2,000	4,439	3,000	5,000
126	Grass and Weed Mowing	40,374	30,000	45,000	35,399	25,000	35,000	75,773	55,000	80,000
127	Brush Control	15,564	25,000	18,000	4,515	5,000	5,000	20,079	30,000	23,000
130	Guardrail and Guard Posts	3,335	2,000	4,000	2,144	500	2,000	5,479	2,500	6,000
132	Sweeping and Flushing	8,147	6,000	15,000	-	-	-	8,147	6,000	15,000
137	Right of Way Fence	-	-	-	-	-	-	-	-	-
141/149	Snow and Ice Control	1,032,374	904,000	975,000	383,382	378,200	375,000	1,415,756	1,282,200	1,350,000
151/159	Structure Maintenance	1,393	-	10,000	1,927	1,000	2,500	3,320	1,000	12,500
185	Field Supervision	124,552	120,000	125,000	120,316	109,000	110,000	244,868	229,000	235,000
		\$ 2,118,035	\$ 2,281,600	\$ 2,652,600	\$ 1,586,765	\$ 1,467,250	\$ 1,563,500	\$ 3,704,800	\$ 3,748,850	\$ 4,216,100
Traffic Services										
160/172/173	Traffic Signs/Serv/Clear Vis	\$ 17,501	\$ 20,000	\$ 20,000	\$ 8,277	\$ 10,000	\$ 8,500	\$ 25,778	\$ 30,000	\$ 28,500
161/168	Traffic Signals - Maint. & Energy	1,722	2,000	2,000	362	450	450	2,084	2,450	2,450
162-167	Pavement Marking	47,207	52,500	52,500	-	-	-	47,207	52,500	52,500
163/171	Const Signs/Detour/Closure	4,306	6,000	5,000	7,046	7,500	7,500	11,352	13,500	12,500
169/170	New Traffic Signs-MUTCD	7,019	12,000	18,000	385	1,000	2,000	7,404	13,000	20,000
		\$ 77,755	\$ 92,500	\$ 97,500	\$ 16,070	\$ 18,950	\$ 18,450	\$ 93,825	\$ 111,450	\$ 115,950
Total Local Road Routine Maintenance		\$ 2,195,790	\$ 2,374,100	\$ 2,750,100	\$ 1,602,835	\$ 1,486,200	\$ 1,581,950	\$ 3,798,625	\$ 3,860,300	\$ 4,332,050

**Muskegon County Road Commission
Local Maintenance Projects
2015 - 2016 Budget**

The following is a summary list of projects/funds included in the 2015 - 2016 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	Township	State	
Putnam Road	Holton Rd. & Drost Road	Replace Culvert		\$38,000	\$150,000	\$ -	\$ -	\$ 188,000
Total Local Maintenance Projects				\$38,000	\$150,000	\$ -	\$ -	\$ 188,000

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

**MUSKEGON COUNTY ROAD COMMISSION
SUPPORTIVE DATA TO THE
2015-2016 COUNTY ROAD BUDGET**

LOCAL ROAD SYSTEM

Project Name:	Putnam Road	
Project Limits:	Holton Road and Drost Road	
Location:	Dalton Township	
Type of Work:	Replace Large Culvert	
Funding:	Federal:	\$ 150,000.00
	MCRC:	<u>38,000.00</u>
	Total Project Cost:	<u>\$ 188,000.00</u>

Muskegon County Road Commission
Local Construction - Capacity Improvement and Preservation - Structural Improvement Projects
2015 - 2016 Budget

The following is a summary list of projects/funds included in the 2015 - 2016 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	Funding Sources			Total Project Cost
				MCRC	Federal	Other State	
Total Local Construction - Capacity Improvements							
				\$ -	\$ -	\$ -	\$ -
Various		HMA Overlays		\$ 298,850	\$ -	\$ 358,620	\$ 657,470
Total Local Preservation - Structural Improvements							
				\$ 298,850	\$ -	\$ 358,620	\$ 657,470

**Muskegon County Road Commission
Schedule of Capital Outlay
Budget Year 2015 - 2016**

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	\$ -
Twin Lake Garage - Contingency	1,000	-	-	1,000	-
- Buidling Repairs	5,000			5,000	-
Whitehall Garage - Contingency	1,000	-	-	1,000	-
- Building Repiars	5,000	-	-	5,000	-
Total Maintenance Department:	\$ 13,000	\$ -	\$ -	\$ 13,000	\$ -
Equipment Department:					
1 - 58,000 GVW Truck inc scraper/wing/setup	\$ 155,000	\$ -	\$ -	\$ -	\$ 155,000
1 - 37,000 GVW Dump inc scraper/wing/setup	140,000	-	-	-	140,000
1 - 41,000 GVW Sander inc scraper/wing/setup	141,000	-	-	-	141,000
1 - Tar Distributor Truck	170,000	-	-	-	170,000
1 - Snow Blower - Loader Mounted	120,000	-	-	-	120,000
2 - Pickups Ext. Cab	54,000	-	-	-	54,000
1 - 12' Sander Body	31,000	-	-	-	31,000
1 - 9' Sander Body	28,000	-	-	-	28,000
1 - Snow Box 12'	7,000	-	-	-	7,000
1 - Crack Sealer	58,000	-	-	-	58,000
1 - Vibratory Roller - Skid Steer Mounted	9,500	-	-	-	9,500
4 - Chain Saws & Weed whips	4,000	-	-	-	4,000
Total Equipment Department:	\$ 917,500	\$ -	\$ -	\$ -	\$ 917,500
Engineering / Traffic / Sign Shop Departments:					
Contingency	\$ 4,000	\$ 1,500	\$ 2,500	\$ -	\$ -
Total Engineering / Traffic / Sign Shop Depts.	\$ 4,000	\$ 1,500	\$ 2,500	\$ -	\$ -
Finance/Administrative Services:					
Contingency	\$ 2,500	\$ 2,500	\$ -	\$ -	\$ -
Total Finance/Administrative Services	\$ 2,500	\$ 2,500	\$ -	\$ -	\$ -
Total 2015 - 2016 Capital Outlay	\$ 937,000	\$ 4,000	\$ 2,500	\$ 13,000	\$ 917,500
		A	B	C	D

Administrative Expense

Supportive Data and Schedules

Fiscal Year 2015 - 2016

**Muskegon County Road Commission
Administrative Expense Comparison
Fiscal Year 2015 - 2016**

<u>Description</u>	<u>2013 - 2014 Actual</u>	<u>2014 - 2015 Adopted Budget</u>	<u>2015 - 2016 Proposed Budget</u>
Salaries and Wages	\$ 300,242	\$ 310,700	\$ 312,000
Fringe Benefits	245,701	243,900	250,000
Postage	156	300	300
Office Supplies	445	1,500	1,000
Dues and Publications	1,862	2,000	2,000
Contractual Services	-	-	-
Data Processing	2,217	2,200	2,200
Legal and Professional	-	-	-
Education and Training	23,844	20,000	24,000
Communications	2,683	3,500	3,500
Travel Expense	1,794	1,750	1,800
Advertising/Public Relations	570	600	600
Insurance	12,771	12,500	13,000
Utilities	8,642	10,500	10,500
Building Repair and Maintenance	3,759	3,200	3,500
Office Equipment Repair/Maintenance	2,198	2,750	2,750
Miscellaneous	-	100	100
Depreciation - Office Equipment	14,291	13,000	14,350
Depreciation - Office Building	16,884	16,200	17,200
Other:			
Random Drug Testing	96	150	150
Total	\$ 638,155	\$ 644,850	\$ 658,950
Credits to Administrative Expense			
Handling Charges on Materials Sold	\$ (8,135)	\$ (8,000)	\$ (8,100)
Overhead - State Trunkline Maintenance	(212,770)	(160,000)	(165,000)
Purchase Discounts	(1,099)	(1,500)	(1,500)
Other			
Total	\$ (222,004)	\$ (169,500)	\$ (174,600)
Net Total Administration	\$ 416,151	\$ 475,350	\$ 484,350

**Muskegon County Road Commission
Schedule of Legal and Professional Services
Fiscal Year 2015 - 2016**

Description	2015 - 2016 Proposed Budget
Traffic:	
Consulting	\$ 5,000
Legal Fees	2,000
Contingency	2,000
Traffic Total	<u>9,000</u>
Engineering:	
Testing Services	5,000
Title Searches	2,000
Software Licenses and Upgrades	3,000
Training and Certification	3,000
Bi-Annual Bridge Structural Appraisals	13,300
Legal Services	5,000
Stormwater Discharge Permit Program Administration	21,000
Engineering Total	<u>52,300</u>
Finance:	
Annual Software License	10,000
Annual Audit	13,000
Computer Support/Training	5,000
Finance Total	<u>28,000</u>
Safety/Building Maintenance:	
Safety Consultants	5,000
Safety Seminars	5,000
HVAC Contract (Continuing)	27,000
Other Miscellaneous Professional Services	10,000
Safety/Building Maintenance Total	<u>47,000</u>
Administrative/Personnel:	
Labor/Mgmt - Supervisory/Union Rep Training	7,500
Community Educatin and Training	50,000
Drug Testing Program - (Collect/Test/Evaluate)	3,000
Attorney Fees	7,500
Miscellaneous	5,000
Administrative/Personnel	<u>73,000</u>
Total Legal and Professional	<u><u>\$ 209,300</u></u>