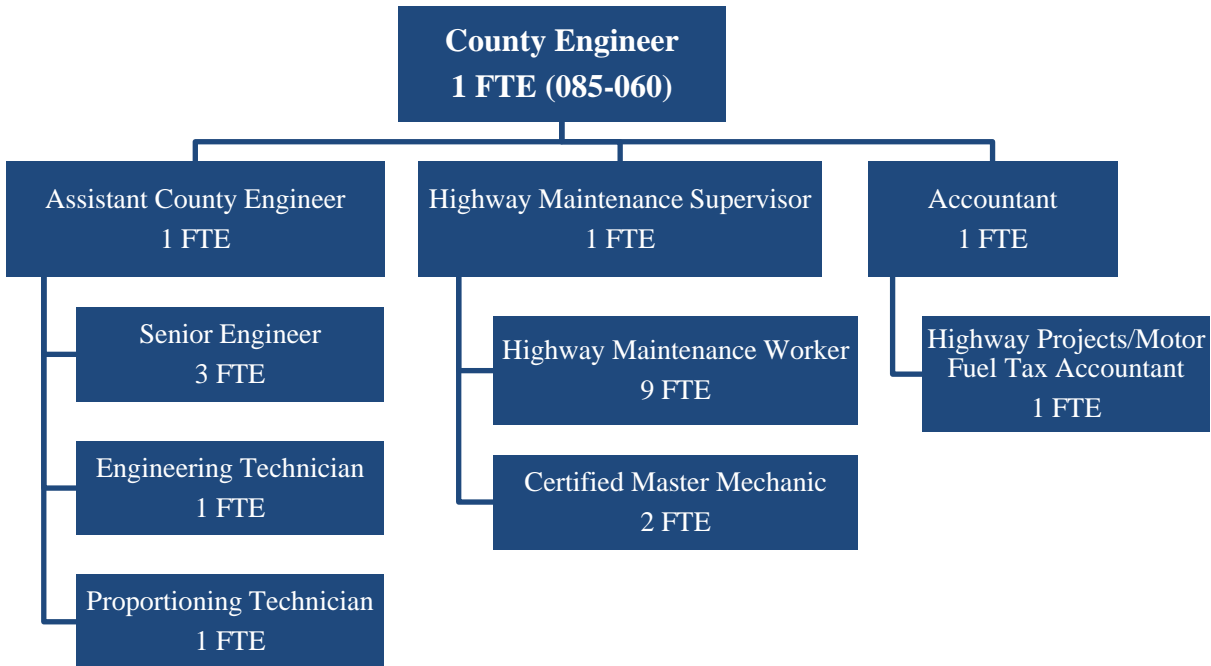


**COUNTY HIGHWAY  
Fund 083-060**



County Highway (083-060) positions: 20 FTE  
County Motor Fuel Tax (085-060) positions: 1 FTE

**MISSION STATEMENT**

*The Champaign County Highway Department, in association with the Township Highway Commissioners, has been given the opportunity and distinct responsibility to provide a safe rural transportation system for the citizens of Champaign County. The County Highway Department employs its engineering expertise and vocational knowledge to provide reasonable, sensible, and responsible solutions to the challenges facing Champaign County in solicitous response to the needs of the county residents.*

**BUDGET HIGHLIGHTS**

The Highway Fund is our operational fund. With the ever increasing costs in commodities, utilities, and equipment the County Highway Department continues to rely on transfers from the Motor Fuel Tax (MFT) budget to fill the gap in our Highway Fund Budget. Equipment costs, costs to repair equipment, cost to maintain our building and fuel highlight those ever increasing costs. The deficit in the 2016 budget is primarily due to two items. The highway department is purchasing 4 new trucks in 2016 at a total cost of \$486,396 and borrowing \$350,000 from reserves to purchase these trucks. We also are painting the exterior of our building which exceeds the budget for building maintenance by \$36,000. Total budgeted deficit for 2016 is \$383,000. Our 2017 budget shows our revenues exceeding our expenditures by \$462,759. The budgeted surplus reestablishes reserve funds in 2017 that were borrowed for truck purchases in 2016. Additionally, \$80,362 of the surplus is associated with increasing the property tax levy to capture potential new growth revenue associated with an anticipated ruling in the hospital tax exemption case; however, it is uncertain at this time whether the County will receive the additional property tax revenue. Please see the FY2017 Budget Summary document for more information.

**FINANCIAL**

<b>Fund 083 Dept 060</b>			<b>2015</b>	<b>2016</b>	<b>2016</b>	<b>2017</b>
			<b>Actual</b>	<b>Original</b>	<b>Projected</b>	<b>Budget</b>
311	22	CURR PROP TX-CNTY HIGHWAY	\$2,235,298	\$2,311,489	\$2,311,489	\$2,462,384
313	22	RE BACKTAX-COUNTY HIGHWAY	\$1,548	\$0	\$0	\$0
314	10	MOBILE HOME TAX	\$2,162	\$0	\$0	\$0
315	10	PAYMENT IN LIEU OF TAXES	\$1,553	\$0	\$0	\$0
		PROPERTY TAXES	\$2,240,561	\$2,311,489	\$2,311,489	\$2,462,384
335	60	STATE REIMBURSEMENT	\$0	\$200,000	\$0	\$250,000
337	20	TOWNSHIP REIMBURSEMENT	\$12,260	\$0	\$30,000	\$125,000
337	21	LOCAL GOVT REIMBURSEMENT	\$0	\$120,000	\$0	\$0
		FEDERAL, STATE & LOCAL SHARED REVENUE	\$12,260	\$320,000	\$30,000	\$375,000
343	70	MATERIAL & EQUIPMENT USE	\$63,038	\$50,000	\$50,000	\$60,000
343	71	MATERIAL & EQP USE-CO MFT	\$225,000	\$225,000	\$225,000	\$225,000
343	80	ENGINEERING FEE-TWP,VILL	\$23,526	\$5,000	\$20,000	\$20,000
343	82	ENGINEERING FEE-CO MFT	\$71,753	\$50,000	\$20,000	\$50,000
343	83	ENGINEERING FEE-TWP MFT	\$103,808	\$95,000	\$95,000	\$95,000
		FEES AND FINES	\$487,125	\$425,000	\$410,000	\$450,000
361	10	INVESTMENT INTEREST	\$3,351	\$1,000	\$2,000	\$2,000
364	10	SALE OF FIXED ASSETS	\$25,021	\$10,000	\$50,000	\$50,000
369	90	OTHER MISC. REVENUE	\$13,036	\$0	\$1,000	\$1,000
		MISCELLANEOUS	\$41,408	\$11,000	\$53,000	\$53,000
371	80	FROM GENERAL CORP FND 080	\$79,755	\$82,000	\$82,000	\$82,000
		INTERFUND REVENUE	\$79,755	\$82,000	\$82,000	\$82,000
		<b>REVENUE TOTALS</b>	<b>\$2,861,109</b>	<b>\$3,149,489</b>	<b>\$2,886,489</b>	<b>\$3,422,384</b>
511	3	REG. FULL-TIME EMPLOYEES	\$1,107,805	\$1,144,679	\$1,147,836	\$1,153,527
511	5	TEMP. SALARIES & WAGES	\$19,445	\$20,000	\$20,000	\$20,000
511	9	OVERTIME	\$36,591	\$50,000	\$50,000	\$90,000
513	1	SOCIAL SECURITY-EMPLOYER	\$86,678	\$100,689	\$100,689	\$99,592
513	2	IMRF - EMPLOYER COST	\$98,774	\$110,871	\$110,871	\$108,317
513	4	WORKERS' COMPENSATION INS	\$51,840	\$64,703	\$64,703	\$63,785
513	5	UNEMPLOYMENT INSURANCE	\$11,863	\$11,263	\$11,263	\$8,981
513	6	EMPLOYEE HEALTH/LIFE INS	\$149,149	\$174,111	\$174,111	\$165,023
		PERSONNEL	\$1,562,145	\$1,676,316	\$1,679,473	\$1,709,225
522	1	STATIONERY & PRINTING	\$1,145	\$500	\$500	\$500
522	2	OFFICE SUPPLIES	\$5,431	\$4,000	\$3,500	\$3,500
522	3	BOOKS,PERIODICALS & MAN.	\$69	\$500	\$200	\$200
522	6	POSTAGE, UPS, FED EXPRESS	\$833	\$1,000	\$1,000	\$1,000
522	14	CUSTODIAL SUPPLIES	\$1,762	\$2,000	\$2,000	\$2,000
522	15	GASOLINE & OIL	\$102,136	\$160,000	\$120,000	\$150,000
522	16	TOOLS	\$8,099	\$10,000	\$8,000	\$8,000
522	24	ENGINEERING SUPPLIES	\$2,363	\$5,000	\$2,500	\$5,000

<b>Fund 083 Dept 060</b>			<b>2015</b>	<b>2016</b>	<b>2016</b>	<b>2017</b>
			<b>Actual</b>	<b>Original</b>	<b>Projected</b>	<b>Budget</b>
522	44	EQUIPMENT LESS THAN \$5000	\$19,487	\$10,000	\$12,000	\$20,000
522	93	OPERATIONAL SUPPLIES	\$15,826	\$12,000	\$12,000	\$20,000
		COMMODITIES	\$157,151	\$205,000	\$161,700	\$210,200
533	1	AUDIT & ACCOUNTING SERVCS	\$10,607	\$10,000	\$11,000	\$11,000
533	3	ATTORNEY/LEGAL SERVICES	\$0	\$1,000	\$1,000	\$1,000
533	4	ENGINEERING SERVICES	\$34,026	\$27,000	\$60,000	\$65,000
533	6	MEDICAL/DENTAL/MENTL HLTH	\$517	\$500	\$500	\$500
533	7	PROFESSIONAL SERVICES	\$2,000	\$5,000	\$2,000	\$2,000
533	12	JOB-REQUIRED TRAVEL EXP	\$13	\$100	\$100	\$100
533	20	INSURANCE	\$79,895	\$75,000	\$80,000	\$80,000
533	29	COMPUTER/INF TCH SERVICES	\$5,342	\$5,000	\$6,000	\$6,000
533	30	GAS SERVICE	\$7,713	\$9,000	\$9,000	\$9,000
533	31	ELECTRIC SERVICE	\$50,139	\$57,000	\$57,000	\$57,000
533	32	WATER SERVICE	\$4,172	\$4,000	\$4,000	\$4,000
533	33	TELEPHONE SERVICE	\$11,988	\$8,000	\$11,500	\$12,000
533	34	PEST CONTROL SERVICE	\$1,697	\$2,000	\$2,000	\$2,000
533	35	TOWEL & UNIFORM SERVICE	\$1,702	\$1,000	\$1,200	\$1,200
533	36	WASTE DISPOSAL & RECYCLNG	\$4,094	\$4,000	\$3,000	\$3,000
533	42	EQUIPMENT MAINTENANCE	\$6,466	\$12,000	\$15,000	\$15,000
533	48	ROAD/BRIDGE MAINTENANCE	\$12,022	\$35,000	\$20,000	\$20,000
533	49	HEAVY EQUIP. MAINTENANCE	\$140,278	\$150,000	\$146,400	\$175,000
533	51	EQUIPMENT RENTALS	\$20,214	\$30,000	\$30,000	\$40,000
533	52	OTHER SERVICE BY CONTRACT	\$1,955	\$0	\$9,000	\$9,000
533	60	HWY FACILITY REPAIR-MAINT	\$30,143	\$40,000	\$76,000	\$85,000
533	70	LEGAL NOTICES,ADVERTISING	\$1,224	\$1,000	\$1,200	\$1,200
533	71	BLUEPRINT,FILM PROCESSING	\$1,622	\$1,500	\$2,000	\$2,000
533	85	PHOTOCOPY SERVICES	\$4,880	\$5,000	\$5,500	\$5,500
533	90	CLOTHING ALLOWANCE	\$2,228	\$2,400	\$2,400	\$4,000
533	93	DUES AND LICENSES	\$2,271	\$2,514	\$2,500	\$2,500
533	95	CONFERENCES & TRAINING	\$2,026	\$3,000	\$4,000	\$4,000
534	46	SEWER SERVICE & TAX	\$857	\$1,500	\$1,700	\$1,700
534	59	JANITORIAL SERVICES	\$12,295	\$13,500	\$13,000	\$13,500
534	67	1701 OUTBLDGS REPAIR-MNT	\$0	\$0	\$0	\$25,000
		SERVICES	\$452,386	\$506,014	\$577,000	\$657,200
544	2	RIGHT OF WAY	\$24,606	\$0	\$26,876	\$0
544	11	ROAD IMPROVEMENTS	\$0	\$293,000	\$0	\$375,000
544	30	AUTOMOBILES, VEHICLES	\$0	\$25,000	\$26,898	\$0
544	32	OTHER EQUIPMENT	\$12,920	\$15,000	\$0	\$8,000
544	33	OFFICE EQUIPMENT & FURNIS	\$0	\$2,000	\$0	\$0
544	35	HEAVY EQUIPMENT	\$213,013	\$320,020	\$690,059	\$0
		CAPITAL	\$250,539	\$655,020	\$743,833	\$383,000
571	50	TO HWY FACIL BOND FUND350	\$106,011	\$107,139	\$107,139	\$0
571	80	TO GENERAL CORP FUND 080	\$475	\$0	\$0	\$0
		INTERFUND EXPENDITURE	\$106,486	\$107,139	\$107,139	\$0
<b>EXPENDITURE TOTALS</b>			<b>\$2,528,707</b>	<b>\$3,149,489</b>	<b>\$3,269,145</b>	<b>\$2,959,625</b>

**FUND BALANCE**

<b>FY2015 Actual</b>	<b>FY2016 Projected</b>	<b>FY2017 Budgeted</b>
\$1,175,080	\$792,424	\$1,255,183

The fund balance goal is \$800,000. We strive to have a balanced budget every year and have been able to keep that goal with the exception of needing to move money from year to year when equipment is ordered in one year and received in the next. The FY2017 budgeted fund balance includes additional property tax revenue in the amount of \$80,362 related to the potential for the County to capture new growth revenue associated with an anticipated ruling in the hospital tax exemption case. As stated earlier, it is uncertain at this time whether the County will receive the additional property tax revenue.

**EXPENSE PER CAPITA (IN ACTUAL DOLLARS)**

<b>FY2013</b>	<b>FY2014</b>	<b>FY2015</b>	<b>FY2016</b>	<b>FY2017</b>
\$13.25	\$12.98	\$13.53	\$15.66	\$14.72

**FULL TIME EMPLOYEE HISTORY**

<b>FY2013</b>	<b>FY2014</b>	<b>FY2015</b>	<b>FY2016</b>	<b>FY2017</b>
20	20	20	20	20

**ALIGNMENT to STRATEGIC PLAN**

*County Board Goal 1 – Champaign County is committed to being a high performing, open and transparent local government organization*

- All of the large construction and maintenance projects are open bid to the lowest responsible bidder who conforms to IDOT Policy.

*County Board Goal 2 – Champaign County maintains high quality public facilities and highways and provides a safe rural transportation system and infrastructure*

- The County Highway Department maintains 200 miles of County Roads with an average pavement condition index of 80.0. Seventy-three bridges are maintained on the County Highway system with two bridges currently load posted. The County Highway Department has a high quality, state of the art highway maintenance facility which is used to house the vehicles and perform maintenance on all county owned vehicles.
- The County Highway Department identifies providing a safe rural transportation system in its mission statement. That mission statement is upheld by building safer highways with wider shoulders, rumble strips, new signs, and safe slopes. The County Highway Department has been very aggressive in applying for and receiving Highway Safety Improvement Program funds to build safer roads and incorporate safety measures into our recent construction. The County Highway Department also plows snow and provides ice control 24 hours a day/7 days a week when needed to keep the County transportation system as safe as possible during the winter months.

**DESCRIPTION – ENGINEERING SERVICES**

To provide engineering design and planning of roads, highways, and bridges for the County and Township

**OBJECTIVES**

- To have awarded project cost within +/- 5% of engineer design cost estimate
- To keep actual project cost within +/- 5% of awarded project cost
- To complete construction projects on schedule

**PERFORMANCE INDICATORS**

<b>Indicator</b>	<b>FY2015 Actual</b>	<b>FY2016 Projected</b>	<b>FY2017 Budgeted</b>
1. Roadway projects designed	1	3	1
2. Road projects – constructed, supervised, and inspected	1	2	1
3. Actual Roadway project award cost as percent of design	96%	100%	100%
4. Actual Roadway project construction cost as percent of awarded	97%	100%	100%
5. Projects completed on schedule	100%	100%	100%

**DESCRIPTION – HIGHWAY MAINTENANCE**

To maintain the structural integrity of County highways, road shoulders, and ditches, and to provide snow and ice removal on County highways.

**OBJECTIVES**

- To maintain safe roadways
- To replace signs in a time sensitive manner
- To reduce drainage problems that damage roadway
- To seal coat County Highways on as needed basis
- To provide services to townships and other local agencies on a requested need basis
- To keep County Highways open 24 hours a day, seven days a week

**PERFORMANCE INDICATORS**

<b>Indicator</b>	<b>FY2015 Actual</b>	<b>FY2016 Projected</b>	<b>FY2017 Budgeted</b>
1. Miles of shoulder repair and ditch grading	60	60	60
2. Pavement Condition Index of Roads	76.8	80.0	78.0
3. Traffic signs repaired/replaced	450	1,000	1,000
4. Total expenditure for road surface maintenance	\$593,000	\$680,000	\$800,000
5. Gallons of liquid asphalt applied	45,000	70,000	50,000
6. Percent of Roads with PCI >60	93%	90%	88%
7. Hours spent removing snow and ice	2,100	2,000	2,500
8. Number of days with freezing or snow condition	98	100	100