

MINUTES OF THE MEETING
GENERAL GOVERNMENT AND HIGHWAYS SUBCOMMITTEE
MONTANA STATE
JOINT SUBCOMMITTEE

February 20, 1985

The meeting of the General Government and Highways Subcommittee was called to order by Chairman Quilici on February 20, 1985 at 7:00 a.m. in Room 437 of the State Capitol.

ROLL CALL: All members were present. Also present were Don Witmer and Cliff Roessner from the LFA Office, and Norm Restocki from the Governor's Office.

EXECUTIVE ACTION

DEPARTMENT OF HIGHWAYS

Exhibit No. 1 is a list of the Earmarked Revenue Account that shows the expected beginning balance in FY 1986, the revenues that are expected to come into the account, the expenditures, and the total available for program expenditures. Exhibit No. 2 is the combined RTF and Earmark Cash flow. There was discussion on how much money should be left at the end of FY 1986 in the account to increase the 1987 beginning balance (73;B;200).

General Operations Program: Exhibit No. 3 is the budget for the agency. There was discussion on the budget issues (73;B;430). There is a 2.50 FTE difference between the LFA and the OBPP. Phase 1 of the SBAS conversion is through, and the agency would like to go ahead with Phase 2 and keep the 1.5 FTE. The LFA office has no problem with the FTE as long as it is understood that Phase 2 will be done by the end of the next biennium, and the department reports to the committee and indicates whether they are going on to step 3. If they are not going on to Phase 3 then the 1.5 FTE will be deleted.

One FTE is also being transferred into General Operations from the Preconstruction Program for word processing in the centralization project.

Senator Keating moved the 141.03 FTE with 4 percent vacancy savings for personal services. The motion PASSED unanimously.

Exhibit No. 4 is the third level in General Operations for contracted services.

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Senator Keating moved \$1,977,062 in FY 1986 and \$2,012,393 in FY 1987 plus an increase of \$12,000 each year for contracted services. The motion PASSED unanimously.

Gary Wicks told the committee that the department is asking for appropriations based on the program they presented to the legislature, and if they don't have the revenue to fund that program they will have to cut back that program, even if the committee appropriates the money to the department, in many categories they are not going to be able to spend the money because it might not be there. The committee would like to see the department have a 10 million dollar balance in the Earmarked Revenue Account. There was discussion of how to put language in the bill to have a 10 million dollar balance, Representative Lory suggested the boiler plate method.

Gary Wicks told the committee his priorities (74;A;90). The maintenance budget to fix the highways would be his first priority, the second would be to match every federal dollar they can get for the construction program. The third place where he would start the reduction sooner if they didn't have the revenues, would be in the reconstruction program because that is 100 percent state funded.

Exhibit No. 5 is a list of equipment for General Operations for the biennium. Representative Lory moved the OBPP budget for equipment. Gary Wicks told the committee that the highband radios have the priority for equipment. The motion PASSED unanimously.

Representative Lory moved the OBPP for operating expenses. The motion PASSED unanimously.

Representative Lory moved 9100, Bonds for \$25,682. The motion PASSED unanimously.

Senator Keating moved \$14,300,000 for each year of the biennium from the State Sources. The motion PASSED unanimously.

There was discussion on the budget modification for 1.5 FTE for word processing (74;A;415). Senator Keating moved the budget modification. The motion PASSED unanimously.

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Gross Vehicle Weight: Exhibit No. 6 is the budget for the agency. Senator Keating moved the 103.14 FTE with 4 percent vacancy savings and the LFA budget for personal services. The motion PASSED unanimously.

Senator Keating moved the LFA budget for operating expenses with the exception of the OBPP budget for travel in both years, and an increase of \$49,000 in contracted services in FY 1987, and the OBPP budget for equipment each year. The motion PASSED unanimously.

There was discussion on the budget modification for 4 FTE for assistant district supervisors in FY 1986, and then they will be carried over in FY 1987, and 8 FTE would be for the Saltese Station and 3 FTE for Havre (74;A;515). Senator Keating moved the modification. The motion PASSED unanimously.

Construction: Exhibit No. 7 is the budget for the agency. There was discussion on the budget issues (74;A;600). Senator Keating moved the 633.25 FTE in FY 1986 and 605.85 FTE in FY 1987 with 4 percent vacancy savings for personal services. The motion PASSED with 4 yes and 1 no.

Representative Lory moved the OBPP budget for contracted services. Senator Keating made a SUBSTITUTE MOTION to take the LFA budget plus \$120,000 a year for certification and training. The motion PASSED unanimously.

Senator Gage clarified that the figures would be the new LFA figures so the total would be \$100,566,323 in FY 1986 and \$155,665,802 in FY 1987. It will be the uninflated figures.

Senator Keating moved the LFA budget for all other operating expenses; supplies and materials, communications, travel, rent, utilities, repair and maintenance, and other expenses. The motion PASSED unanimously.

Representative Lory moved approval of the OBPP budget for equipment. The motion PASSED unanimously.

The budget modification for workload increase requesting additional FTE was then discussed (74;B;315). Senator Keating moved the budget modification. The motion PASSED unanimously.

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Maintenance: Exhibit No. 8 is the budget for the agency. There was discussion on the budge issues (74;B;370). Representative Lory moved the personal services of 662.83 FTE and 4 percent vacancy savings and the LFA budget. The motion PASSED unanimously.

Senator Keating moved the OBPP budget for contracted services for both years without inflation. The motion PASSED unanimously.

Senator Keating moved the LFA budget for supplies and materials, communications plus \$35,501 for the telephone systems, and travel. The motion PASSED unanimously.

Senator Keating moved the OBPP for rent and the OBPP inflation for rent for both years, and the OBPP budget for utilities, repairs and maintenance, and other expenses. The motion PASSED unanimously.

Representative Lory moved the OBPP for equipment. The motion PASSED unanimously.

There was discussion on the budget modification for the rest area maintenance and gravel pit (75;A;01). Representative Lory moved the budget modification. The motion PASSED unanimously.

Preconstruction: Exhibit No. 9 is the budget for the program. There was discussion on the issues (75;A;25). Representative Lory moved the 232 FTE and 4 percent vacancy savings using the LFA budget but reducing it properly. The motion PASSED unanimously.

Don Witmer explained to the committee that the major differences in the budget have to deal with the centralization issue (75;A;52). There was discussion on the centralization issue.

Senator Stimatzi went on record to say that he has 25 years in this right-of-way and stuff, and he thinks the administration is making a mistake. He said a good experienced man is worth his weight in gold (75;A;200).

Senator Keating moved that the director reconsider the moving of right-of-way agents to Helena, that 5 or 6 right-of-way agents be left in the field in various spots. Representative Connelly seconded the motion. The motion PASSED with 5 yes and 1 no.

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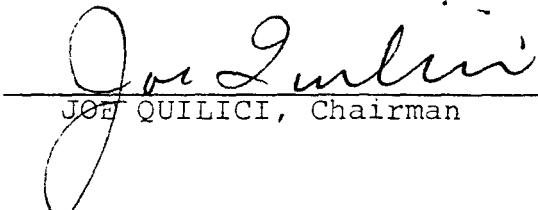
Representative Lory moved the OBPP budget for operating expenses. The motion PASSED unanimously.

Representative Lory moved the OBPP budget for equipment. The motion PASSED unanimously.

Representative Lory moved the OBPP budget for 4100, Land and Interest in Land. The motion PASSED unanimously.

The budget modification for 11 FTE for the Bridge Program was discussed (75;A;425). Eight will be for the Bridge Bureau, 2 for the Hydraulic System, and 1 for the Traffic System. The modification also included funds for the CADD project, and consulting payments. Gary Wicks told the committee that if they did not get enough money the department would build roads instead of the CADD project. Representative Lory moved the budget modification. The motion PASSED unanimously.

ADJOURN: There being no further business before the committee, the meeting was adjourned at 10:00 a.m.



JOE QUILICI, Chairman

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DAILY ROLL CALL

General Government and Highways SUB COMMITTEE

49th LEGISLATIVE SESSION -- 1985

Date 2/20/85

**Earmarked Revenue Account
(Current Law)**

	<u>FY 86</u>	<u>FY 87</u>
Beginning Balance	\$ 65,562,606	Depends on 86 Expenditures
<u>Revenue</u>		
GVW	\$ 23,388,853	\$ 23,622,742
Gas Tax	61,664,500	61,289,500
Diesel Tax	18,925,000	19,114,000
Accounts Receivable	681,048	681,048
Mineral Royalties	7,564,000	7,598,000
Coal Tax Revenue	-0-	6,722,000
Interest Income	5,505,896	2,214,224
ACI Conversion	<u>2,973,000</u>	<u>2,526,000</u>
Total Revenue	<u>\$120,702,297</u>	<u>\$123,767,514</u>
Total Available	<u>\$186,264,903</u>	Depends on 86 Expenditures
<u>Expenditures</u>		
Headquarters	\$ 646,106	\$ 588,505
Local Government	14,150,000	14,150,000
Bond Int & Principal	14,127,230	15,975,094
A&E	762,100	762,100
Pay Plan 2.5 %	<u>621,631</u>	<u>1,368,183</u>
Total	\$ 30,307,067	\$ 32,843,882
Revenue	\$ 845,899	\$ 825,672
Justice	<u>6,202,653</u>	<u>6,204,890</u>
Total	\$ 7,048,552	\$ 7,030,562
Total	<u>\$ 37,355,619</u>	<u>\$ 39,874,444</u>

Total Available for Program Expenditures

	<u>FY 86</u>	<u>FY 87</u>
<u>Total Available</u>	\$148,909,284	
GVW		
General Operations		
Construction		
Maintenance		
Preconstruction		
Equipment		
 Total		
 RTF Transfer		
Modifies		
 Subcommittee Ending Balance		

02/15/85 STATE OF MONTANA
DEPARTMENT OF HIGHWAYS
COMBINED RTF & EARMARK CASH FLOW

	FY85	FY86	FY87
BEGINNING CASH BALANCE	51,940,233	65,562,606	42,520,997
REVENUE			
G.V.W.	23,157,280	23,388,853	23,622,742
GAS TAX	61,916,500	61,664,500	61,289,500
DIESEL TAX	18,737,000	18,925,000	19,114,000
ACCOUNT RECEIVABLE	686,048	681,048	681,048
MINERAL ROYALTIES	8,500,000	7,564,000	7,598,000
COAL TAX REVENUE	0	0	6,722,000
INTEREST INCOME	0	5,505,896	2,214,224
MODIFIED	0	400,000	2,550,000
ACI CONVERSION	0	2,973,000	2,526,000
TOTAL REVENUE	112,996,828	121,102,297	124,317,514
AVAILABLE FUNDS	164,937,061	186,664,903	166,838,511
EXPENDITURE			
G.V.W.	3,207,546	3,082,786	3,134,538
GENERAL OPERATIONS	4,903,896	4,885,769	4,896,862
CONSTRUCTION	4,328,367	4,934,114	26,436,201
MAINTENANCE	41,729,404	40,251,951	39,946,317
PRECONSTRUCTION	3,482,615	3,404,483	2,928,500
EQUIPMENT	2,568,000	2,788,210	2,555,637
HDQTRS. BLDG.	587,245	646,106	588,505
A & E	500,000	762,100	762,100
LOCAL GOVERNMENT	14,150,000	14,150,000	14,150,000
BOND INTEREST & PRINCIPAL	4,898,063	14,127,230	15,975,094
RECONSTRUCTION TRUST	10,473,003	45,521,633	43,263,627
REVENUE	757,959	845,899	825,672
JUSTICE	6,044,981	6,202,653	6,204,890
MODIFIED (FY85-HB203)	1,743,376	1,919,341	1,080,812
PAYPLAN @2 1/2%	0	621,631	1,368,183
TOTAL EXPENDITURE	99,374,455	144,143,906	164,116,938
ENDING CASH BALANCE	65,562,606	42,520,997	2,721,573

*** ASSUME MINERAL ROYALTIES CONTINUE FOR ALL YEARS.
ASSUME GASOHOL REDUCTION OF \$ 800,000 IN FY86,
\$1,200,000 IN FY87,
\$1,800,000 THEREAFTER.

ASSUME NO GAS OR DIESEL TAX INCREASES.

ASSUME COAL TAX BEGINS IN FY87.

ASSUME 10.83% INTEREST RATE IN FY86 & 10.97% THEREAFTER.

Exhibit #2
2/20/85

AGENCY : 5401 DEPARTMENT OF HIGHWAYS
PROGRAM : 01 GENERAL OPERATIONS PROGRAM
CONTROL : 00000

		CURRENT LEVEL SERVICES ONLY							
AE/OE	DESCRIPTION	OBPP FY 86	LFA FY 86	DIFF. FY 86	SUB-CMT. FY 86	OBPP FY 87	LFA FY 87	DIFF. FY 87	SUB-CMT. FY 87
0000 FULL TIME EQUIVALENT (FTE)	141.03	138.53	2.50	—, —, —	141.03	137.03	4.00	—, —, —	
1100 SALARIES	3,085,324	3,042,433	42,891	—, —, —	3,088,695	3,020,885	67,810	—, —, —	
1400 EMPLOYEE BENEFITS	437,937	428,670	9,267	—, —, —	440,454	427,694	12,760	—, —, —	
1500 HEALTH INSURANCE	169,692	166,692	3,000	—, —, —	169,692	164,892	4,800	—, —, —	
1600 VACANCY SAVINGS	-147,718	-141,894	-5,824	—, —, —	-147,954	-140,823	-7,131	—, —, —	
TOTAL FIRST LEVEL	3,545,235	3,495,901	49,334	—, —, —	3,550,887	3,472,648	78,239	—, —, —	
2021 CONTRACTED SERVICES- INFLATION	46,897	7,498	39,399	—, —, —	50,699	12,191	38,508	—, —, —	
2022 SUPPLIES & MATERIALS- INFLATION	6,893	14,009	-7,116	—, —, —	6,869	22,786	-15,917	—, —, —	
2023 COMMUNICATIONS- INFLATION	22,011	25,195	-3,184	—, —, —	34,879	41,616	-6,737	—, —, —	
2024 TRAVEL- INFLATION	5,905	9,628	-3,723	—, —, —	5,869	15,658	-9,789	—, —, —	
2025 RENT- INFLATION	2,663	5,473	-2,810	—, —, —	2,663	8,901	-6,238	—, —, —	
2026 UTILITIES- INFLATION	545	3,759	-3,214	—, —, —	545	4,814	-4,269	—, —, —	
2027 REPAIR & MAINTENANCE- INFLATION	1,257	2,395	-1,138	—, —, —	1,257	3,899	-2,642	—, —, —	
2028 OTHER EXPENSES- INFLATION	951	1,953	-1,002	—, —, —	951	3,175	-2,224	—, —, —	
TOTAL SECOND LEVEL	87,122	69,910	17,212	—, —, —	103,732	113,040	-9,308	—, —, —	
2100 CONTRACTED SERVICES	1,942,145	1,931,517	10,628	—, —, —	1,974,193	1,921,230	52,963	—, —, —	
2200 SUPPLIES & MATERIALS	172,350	161,589	10,761	—, —, —	171,755	161,589	10,166	—, —, —	
2300 COMMUNICATIONS	183,423	174,277	9,146	—, —, —	183,570	174,277	9,293	—, —, —	
2400 TRAVEL	228,565	183,267	45,298	—, —, —	231,244	183,267	47,977	—, —, —	
2500 RENT	66,582	63,077	3,505	—, —, —	66,582	63,077	3,505	—, —, —	
2600 UTILITIES	13,620	13,621	-1	—, —, —	13,620	13,621	-1	—, —, —	
2700 REPAIR & MAINTENANCE	31,393	28,233	3,160	—, —, —	31,393	28,233	3,160	—, —, —	
2800 OTHER EXPENSES	27,942	22,513	5,429	—, —, —	27,942	22,513	5,429	—, —, —	

REPORT EBSR106
DATE : 01/23/85
TIME : 08/03/17

OFFICE OF BUDGET & PROGRAM PLANNING
EXECUTIVE BUDGET SYSTEM
AGENCY/PROGRAM/CONTROL --- BUDGET WORKSHEET

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AGENCY : 5401 DEPARTMENT OF HIGHWAYS
PROGRAM : 01 GENERAL OPERATIONS PROGRAM
CONTROL : 00000

CURRENT LEVEL SERVICES ONLY						
AE/OE	DESCRIPTION	OBPP FY 86	LFA FY 86	SUB-CMT. FY 86	OBPP FY 87	LFA FY 87
	TOTAL FIRST LEVEL	2,753,142	2,648,004	105,138	2,804,031	2,680,847
3100 EQUIPMENT		467,587	422,980	44,607	426,736	422,980
3198			2,048	-2,048		
	TOTAL SECOND LEVEL	467,587	425,028	42,559	426,736	426,311
	TOTAL FIRST LEVEL	467,587	425,028	42,559	426,736	426,311
6100 FROM STATE SOURCES		14,300,000	300,000	14,000,000		
	TOTAL FIRST LEVEL	14,300,000	300,000	14,000,000		
9100 BONDS		25,682		25,682		25,682
	TOTAL FIRST LEVEL	25,682		25,682		25,682
	TOTAL PROGRAM	21,091,646	6,868,933	14,222,713	21,107,336	6,879,806
02422 HIGHWAYS SPECIAL REVENUE		19,035,769	4,869,605	14,166,164	19,046,861	4,877,325
03407 HIGHWAY TRUST - SP REV		2,055,877	1,988,994	66,883	2,060,475	1,992,147
	TOTAL PROGRAM	21,091,646	6,858,599	14,233,047	21,107,336	6,869,472
						14,237,864

REPORT EBSR106
DATE : 01/23/85
TIME : 08/05/39

OFFICE OF BUDGET & PROGRAM PLANNING
EXECUTIVE BUDGET SYSTEM
AGENCY/PROGRAM/CONTROL --- BUDGET WORKSHEET

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AGENCY : 5401 DEPARTMENT OF HIGHWAYS
PROGRAM : 01 GENERAL OPERATIONS PROGRAM
CONTROL : 00101 WORD PROCESSING

AE/OF	DESCRIPTION	OBPP FY 86	LFA FY 86	DIFF. FY 86	SUB-CMT. FY 86	OBPP FY 87	LFA FY 87	DIFF. FY 87	SUB-CMT. FY 87
0000	FULL TIME EQUIVALENT (FTE)	1.50	1.50	—, —, —	—, —, —	1.50	1.50	—, —, —	1.50
1100	SALARIES	21,069	21,069	—, —, —	—, —, —	21,069	21,069	—, —, —	21,069
1400	EMPLOYEE BENEFITS	3,016	3,016	—, —, —	—, —, —	3,027	3,027	—, —, —	3,027
1500	HEALTH INSURANCE	1,800	1,800	—, —, —	—, —, —	1,800	1,800	—, —, —	1,800
1600	VACANCY SAVINGS	-1,035	-1,035	—, —, —	—, —, —	-1,036	-1,036	—, —, —	-1,036
	TOTAL FIRST LEVEL	24,850	24,850	—, —, —	—, —, —	24,860	24,860	—, —, —	24,860
	TOTAL PROGRAM	24,850	24,850	—, —, —	—, —, —	24,860	24,860	—, —, —	24,860
02422	HIGHWAYS SPECIAL REVENUE	24,850	24,850	—, —, —	—, —, —	24,860	24,860	—, —, —	24,860
	TOTAL PROGRAM	24,850	24,850	—, —, —	—, —, —	24,860	24,860	—, —, —	24,860

MODIFIED LEVEL SERVICES ONLY

Exhibit #4
2/20/85

General Operations Contract Services

	<u>FY 84</u>	Agency <u>Request</u>	LFA	Agency <u>Request</u>	LFA
Consulting & Professional	\$ 275,566	\$ 443,294	\$ 443,274	\$ 406,767	\$ 406,767
Insurance & Bonds	478,611	702,615	702,615	702,615	702,615
Legal Fees	2,047	3,500	-0-	3,500	-0-
Printing	66,309	49,895	49,895	68,838	49,895
Payroll Service	6,702	7,654	6,702	7,654	6,702
Photograph Services	10,236	14,719	10,236	14,682	10,236
Audit Fees	35,717	63,000	63,000	-0-	-0-
Publishing	1,095	1,000	1,095	1,000	1,095
Film Service	5	1,500	5	1,500	5
Equipment	2,191	2,700	2,191	2,700	2,191
Education & Training	16,280	22,735	16,280	24,235	16,280
Promotional Aid	13	-0-	-0-	-0-	-0-
Microfilm Service	27	-0-	-0-	-0-	-0-
Boiler Inspection	1,731	-0-	-0-	-0-	-0-
Systems Development	667,792	632,108	632,108	746,560	721,328
General	<u>3,934</u>	<u>4,116</u>	<u>4,116</u>	<u>4,116</u>	<u>4,116</u>
Original Request	\$1,568,256	\$1,948,836	\$1,931,517	\$1,984,167	\$1,921,230
Additional Request		<u>28,226</u>	<u>-0-</u>	<u>28,226</u>	
Total		<u>\$1,977,062</u>	<u>\$1,931,517</u>	<u>\$2,012,393</u>	

Exhibit #5
2/20/85

General Operations
Equipment

		FY 86		FY 87
*Highband Radio	N	\$399,337		\$399,337
4 Data Processing Terminals	N	6,000		-0-
*Software	N	2,500		2,500
One Conference Table	N	500		-0-
Norelco Dictaphone	R	-0-		1,000
1 16mm Film Projector	N	750		-0-
*Electrostatic Copier	R	15,250		-0-
Traffic Counters	R	6,000	(3)	4,000 (2)
3 Traffic Collector	N	4,600	(2)	6,900 (3)R
14 Traffic Recorders	R	18,998	(14)	9,499 (7)R
2 30" Mens wheels	R	250	(2)	-0-
Desk Top Lettering System	N	2,500		-0-
Acoustic Couplers	N	600		-0-
1 Teleprinter	N	2,500	(1)	2,500 (1)
Auto Answering Services	N	302		-0-
Diamond Bladecutter		-0-		1,000 R
Mags Ridemeter	N	7,500		
Agency Request		<u>\$467,587</u>		<u>\$426,736</u>
LFA		\$425,028		\$426,311

LFA electrocopier was moved to 1987 miscellaneous in fiscal 1986
\$4,100 miscellaneous in fiscal 1987 \$2,100.

AGENCY : 5401 DEPARTMENT OF HIGHWAYS
PROGRAM : 22 G.V.W.
CONTROL : 00000

		CURRENT LEVEL SERVICES ONLY							
AE/OE	DESCRIPTION	OBPP FY 86	LFA FY 86	DIFF. FY 86	SUB-CMT. FY 86	OBPP FY 87	LFA FY 87	DIFF. FY 87	SUB-CMT. FY 87
0000 FULL TIME EQUIVALENT (FTE)		103.14	103.14	—, —, —	—, —, —	103.14	103.14	—, —, —	—, —, —
1100 SALARIES	1,940,244	1,939,128	1,116	—, —, —	1,943,133	1,942,101	1,032	—, —, —	—, —, —
1400 EMPLOYEE BENEFITS	286,640	286,640	—, —, —	—, —, —	288,025	288,025	—, —, —	—, —, —	—, —, —
1500 HEALTH INSURANCE	123,600	123,600	—, —, —	—, —, —	123,600	123,600	—, —, —	—, —, —	—, —, —
1600 VACANCY SAVINGS	-94,019	-90,866	-3,153	—, —, —	-94,190	-90,921	-3,269	—, —, —	—, —, —
TOTAL FIRST LEVEL	2,256,465	2,258,502	-2,037	—, —, —	2,260,568	2,262,805	-2,237	—, —, —	—, —, —
2021 CONTRACTED SERVICES-INFLATION	9,628	20,275	-10,647	—, —, —	11,342	32,968	-21,626	—, —, —	—, —, —
2022 SUPPLIES & MATERIALS-INFLATION	1,093	2,427	-1,334	—, —, —	1,093	3,947	-2,854	—, —, —	—, —, —
2023 COMMUNICATIONS-INFLATION	3,931	2,289	1,642	—, —, —	6,223	3,892	2,331	—, —, —	—, —, —
2024 TRAVEL-INFLATION	4,856	7,571	-2,715	—, —, —	4,884	12,312	-7,428	—, —, —	—, —, —
2025 RENT-INFLATION	409	705	-296	—, —, —	425	1,149	-724	—, —, —	—, —, —
2026 UTILITIES-INFLATION	1,466	10,752	-9,286	—, —, —	1,466	13,553	-12,087	—, —, —	—, —, —
2027 REPAIR & MAINTENANCE-INFLATION	5,630	12,213	-6,583	—, —, —	5,630	19,865	-14,235	—, —, —	—, —, —
2028 OTHER EXPENSES-INFLATION	2,989	6,481	-3,492	—, —, —	2,989	10,539	-7,550	—, —, —	—, —, —
TOTAL SECOND LEVEL	30,002	62,713	-32,711	—, —, —	34,052	98,225	-64,173	—, —, —	—, —, —
2100 CONTRACTED SERVICES	241,007	233,890	7,117	—, —, —	283,842	233,890	49,952	—, —, —	—, —, —
2200 SUPPLIES & MATERIALS	27,336	28,015	-679	—, —, —	27,336	28,015	-679	—, —, —	—, —, —
2300 COMMUNICATIONS	32,758	32,806	-48	—, —, —	32,758	32,806	-48	—, —, —	—, —, —
2400 TRAVEL	198,815	134,904	63,911	—, —, —	199,709	134,904	64,805	—, —, —	—, —, —
2500 RENT	10,224	8,142	2,082	—, —, —	10,624	8,142	2,482	—, —, —	—, —, —
2600 UTILITIES	36,656	36,656	—, —, —	—, —, —	36,656	36,656	—, —, —	—, —, —	—, —, —
2700 REPAIR & MAINTENANCE	140,731	140,767	-36	—, —, —	140,731	140,767	-36	—, —, —	—, —, —
2800 OTHER EXPENSES	74,702	74,702	—, —, —	—, —, —	74,702	74,702	—, —, —	—, —, —	—, —, —

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CURRENT LEVEL SERVICES ONLY						
AE/OE	DESCRIPTION	OBPP FY 86	LFA FY 86	DIFF. FY 86	OBPP FY 87	LFA FY 87
	TOTAL FIRST LEVEL	792,231	752,595	39,636	788,107	52,303
3100 EQUIPMENT	34,090	24,669	9,421	—,—,—	33,560	12,669
3198	TOTAL SECOND LEVEL	34,090	24,813	9,277	33,560	12,904
	TOTAL FIRST LEVEL	34,090	24,813	9,277	33,560	12,904
	TOTAL PROGRAM	3,082,786	3,035,910	46,876	3,134,538	3,063,816
02422 HIGHWAYS SPECIAL REVENUE	3,082,786	3,035,910	46,876	—,—,—	3,134,538	3,063,816
	TOTAL PROGRAM	3,082,786	3,035,910	46,876	—,—,—	3,134,538

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AGENCY : 5401 DEPARTMENT OF HIGHWAYS
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		CURRENT LEVEL SERVICES ONLY							
AE/OE	DESCRIPTION	OBPP FY 86	L.FA FY 86	DIFF. FY 86	SUB-CMT. FY 86	OBPP FY 87	L.FA FY 87	DIFF. FY 87	SUB-CMT. FY 87
00000	FULL TIME EQUIVALENT (FTE)	633.25	592.25	-41.00	-,-,-,-	605.85	592.25	-13.60	-,-,-,-
1100	SALARIES	14,161,443	13,309,786	854,657	-,-,-,-	13,571,846	13,329,302	242,544	-,-,-,-
1400	EMPLOYEE BENEFITS	1,932,673	1,816,200	116,473	-,-,-,-	1,864,717	1,825,531	39,186	-,-,-,-
1500	HEALTH INSURANCE	759,900	710,700	49,200	-,-,-,-	727,020	710,700	16,320	-,-,-,-
1600	VACANCY SAVINGS	-674,281	-580,412	-93,869	-,-,-,-	-646,543	-580,786	-65,757	-,-,-,-
	TOTAL FIRST LEVEL	16,182,735	15,256,274	926,461	-,-,-,-	15,517,040	15,284,747	232,293	-,-,-,-
2021	CONTRACTED SERVICES- INFLATION	59,901	5,141	54,760	-,-,-,-	57,747	8,360	49,387	-,-,-,-
2022	SUPPLIES & MATERIALS- INFLATION	8,123	16,918	-8,795	-,-,-,-	8,123	27,513	-19,390	-,-,-,-
2023	COMMUNICATIONS- INFLATION	13,470	7,403	6,067	-,-,-,-	21,326	12,366	8,960	-,-,-,-
2024	TRAVEL- INFLATION	44,446	70,699	-26,253	-,-,-,-	44,419	114,958	-70,539	-,-,-,-
2025	RENT- INFLATION	33,446	68,614	-35,168	-,-,-,-	33,446	111,569	-78,123	-,-,-,-
2026	UTILITIES- INFLATION	3,875	13,197	-9,322	-,-,-,-	3,875	20,082	-16,207	-,-,-,-
2027	REPAIR & MAINTENANCE- INFLATION	2,147	4,681	-2,534	-,-,-,-	2,147	7,620	-5,473	-,-,-,-
2028	OTHER EXPENSES- INFLATION	1,377	3,038	-1,661	-,-,-,-	1,377	4,939	-3,562	-,-,-,-
	TOTAL SECOND LEVEL	166,785	189,691	-22,906	-,-,-,-	172,460	307,407	-134,947	-,-,-,-
2100	CONTRACTED SERVICES	190,676,674	190,211,134	465,540	-,-,-,-	155,757,653	155,988,510	-230,857	-,-,-,-
2200	SUPPLIES & MATERIALS	203,117	195,007	8,110	-,-,-,-	203,117	195,007	8,110	-,-,-,-
2300	COMMUNICATIONS	112,247	112,248	-1	-,-,-,-	112,247	112,248	-1	-,-,-,-
2400	TRAVEL	1,355,289	1,349,962	5,327	-,-,-,-	1,354,360	1,349,962	4,398	-,-,-,-
2500	RENT	836,118	790,472	45,646	-,-,-,-	836,118	790,472	45,646	-,-,-,-
2600	UTILITIES	96,870	96,881	-11	-,-,-,-	96,870	96,881	-11	-,-,-,-
2700	REPAIR & MAINTENANCE	53,676	54,105	-429	-,-,-,-	53,676	54,105	-429	-,-,-,-
2800	OTHER EXPENSES	34,416	35,021	-605	-,-,-,-	34,416	35,021	-605	-,-,-,-

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AGENCY : 5101 DEPARTMENT OF HIGHWAYS
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CURRENT LEVEL SERVICES ONLY

AE/OE	DESCRIPTION	OBPP FY 86	LFA FY 86	DIFF. FY 86	SUB-CMT. FY 86	OBPP FY 87	LFA FY 87	DIFF. FY 87	SUB-CMT. FY 87
TOTAL FIRST LEVEL	193,535,192 193,034,521	500,671	—, —, —	—, —, —	158,620,917	158,929,613	—, —, —	—, —, —	—, —, —
3100 EQUIPMENT	217,976	69,288	118,688	—, —, —	—, —, —	149,685	69,288	80,397	—, —, —
3198	6,014	-6,014	-6,014	—, —, —	—, —, —	9,779	-9,779	—, —, —	—, —, —
TOTAL SECOND LEVEL	217,976	75,302	142,674	—, —, —	—, —, —	149,685	79,067	70,618	—, —, —
TOTAL FIRST LEVEL	217,976	75,302	142,674	—, —, —	—, —, —	149,685	79,067	70,618	—, —, —
TOTAL PROGRAM	209,935,903 208,366,097	1,569,806	—, —, —	—, —, —	174,287,642	174,293,427	-5,785	—, —, —	—, —, —
02050 HWY REV BOND PROCEEDS	16,536,902	21,041,468	-4,507,566	—, —, —	—, —, —	—, —, —	—, —, —	—, —, —	—, —, —
02100 CONSTRUCTION ACCOUNT NO. 2	24,146,625	25,211,690	-1,065,065	—, —, —	—, —, —	—, —, —	—, —, —	—, —, —	—, —, —
02422 HIGHWAYS SPECIAL REVENUE	8,975,771	5,395,491	3,580,280	—, —, —	—, —, —	26,211,973	26,299,421	-87,448	—, —, —
02424 HIGHWAY RECONSTRUCTION	41,615,990	41,255,493	360,497	—, —, —	—, —, —	41,165,907	41,138,010	27,897	—, —, —
03407 HIGHWAY TRUST - SP REV	118,660,615 115,475,833	3,184,782	—, —, —	—, —, —	—, —, —	106,909,762	106,898,097	11,665	—, —, —
TOTAL PROGRAM	209,935,903 208,382,975	1,552,928	—, —, —	—, —, —	—, —, —	174,287,642	174,335,528	-47,886	—, —, —

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AGENCY : 5401 DEPARTMENT OF HIGHWAYS
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MODIFIED LEVEL SERVICES ONLY						
AE/OE	DESCRIPTION	OBPP FY 86	LFA FY 86	DIFF. FY 86	SUB-CMT. FY 86	OBPP FY 87
00000	FULL TIME EQUIVALENT (FTE)	17.15	17.15	—, —, —	13.80	13.80
11000	SALARIES	328,254	328,254	—, —, —	258,342	—, —, —
14000	EMPLOYEE BENEFITS	42,838	42,838	—, —, —	34,033	—, —, —
15000	HEALTH INSURANCE	20,580	20,580	—, —, —	16,560	—, —, —
16000	VACANCY SAVINGS	-15,667	-15,667	—, —, —	-12,150	—, —, —
	TOTAL FIRST LEVEL	376,005	376,005	—, —, —	296,785	—, —, —
2021	CONTRACTED SERVICES- INFLATION	1,105	1,105	—, —, —	879	—, —, —
21000	CONTRACTED SERVICES	36,241	36,241	—, —, —	28,820	—, —, —
22000	SUPPLIES & MATERIALS	3,735	3,735	—, —, —	2,970	—, —, —
23000	COMMUNICATIONS	5,746	5,746	—, —, —	4,569	—, —, —
24000	TRAVEL	37,347	37,347	—, —, —	29,699	—, —, —
25000	RENT	21,546	21,546	—, —, —	17,134	—, —, —
26000	UTILITIES	4,704	4,704	—, —, —	2,225	—, —, —
27000	REPAIR & MAINTENANCE	1,149	1,149	—, —, —	914	—, —, —
28000	OTHER EXPENSES	575	575	—, —, —	457	—, —, —
	TOTAL FIRST LEVEL	112,148	112,148	—, —, —	87,667	—, —, —
	TOTAL PROGRAM	488,153	488,153	—, —, —	384,452	—, —, —
02050	Hwy Rev Bond Proceeds	35,458	35,458	—, —, —	—, —, —	—, —, —
02100	CONSTRUCTION ACCOUNT NO. 2	59,082	59,082	—, —, —	—, —, —	—, —, —
02422	HIGHWAYS SPECIAL REVENUE	23,544	23,544	—, —, —	57,820	—, —, —
02424	HIGHWAY RECONSTRUCTION	96,782	96,782	—, —, —	90,805	—, —, —
03407	HIGHWAY TRUST - SP REV	273,287	273,287	—, —, —	235,827	—, —, —
	TOTAL PROGRAM	488,153	488,153	—, —, —	384,452	—, —, —

AGENCY : 5401 DEPARTMENT OF HIGHWAYS
PROGRAM : 03 MAINTENANCE PROGRAM
CONTROL : 00000

		CURRENT LEVEL SERVICES ONLY						
AE/OE	DESCRIPTION	LFA FY 86	DIFF. FY 86	SUB-CMT. FY 86	OBPP FY 87	LFA FY 87	DIFF. FY 87	SUB-CMT. FY 87
0000 FULL TIME EQUIVALENT (FTE)	662.83	662.83	—, —, —	662.83	662.83	—, —, —	—, —, —	—, —, —
1100 SALARIES	15,032,950	15,032,340	610	—, —, —	15,062,346	15,061,736	610	—, —, —
1400 EMPLOYEE BENEFITS	2,270,954	2,270,954	—, —, —	2,280,847	2,280,847	—, —, —	—, —, —	—, —, —
1500 HEALTH INSURANCE	792,516	792,516	—, —, —	792,516	792,516	—, —, —	—, —, —	—, —, —
1600 VACANCY SAVINGS	*723,857	*682,553	-41,304	-725,428	-682,949	-42,479	—, —, —	—, —, —
TOTAL FIRST LEVEL	17,372,563	17,413,257	-40,694	—, —, —	17,410,281	17,452,150	-41,869	—, —, —
2021 CONTRACTED SERVICES- INFLATION	36,645	39,443	-2,798	—, —, —	38,120	64,137	-26,017	—, —, —
2022 SUPPLIES & MATERIALS- INFLATION	22,265	35,828	-13,563	—, —, —	22,331	63,757	-41,426	—, —, —
2023 COMMUNICATIONS- INFLATION	19,730	11,411	8,319	—, —, —	24,494	18,615	5,879	—, —, —
2024 TRAVEL- INFLATION	4,061	8,599	-4,538	—, —, —	3,985	13,983	-9,998	—, —, —
2025 RENT- INFLATION	305,859	1,554	304,305	—, —, —	305,859	2,529	303,330	—, —, —
2026 UTILITIES- INFLATION	45,653	254,320	-208,667	—, —, —	45,653	337,497	-291,844	—, —, —
2027 REPAIR & MAINTENANCE- INFLATION	474,418	370,161	104,257	—, —, —	481,427	601,887	-120,460	—, —, —
2028 OTHER EXPENSES- INFLATION	830	1,797	-967	—, —, —	830	2,924	-2,094	—, —, —
TOTAL SECOND LEVEL	909,461	723,113	186,348	—, —, —	922,699	1,105,329	-182,630	—, —, —
2100 CONTRACTED SERVICES	1,101,471 1,119,186- 1,121,471	978,564	122,707 140,622 20,173	—, —, —	1,139,554 1,155,944 558,597	1,008,858 536,589	147,136 22,008	130,616 1, —, —
2200 SUPPLIES & MATERIALS	536,589 556,912	536,589	20,323	—, —, —	536,589	536,589	22,008	—, —, —
2300 COMMUNICATIONS	164,417	128,916	35,501	—, —, —	128,917	128,916	1	—, —, —
2400 TRAVEL	180,448	177,567	2,881	—, —, —	178,824	177,567	1,257	—, —, —
2500 RENT	7,646,470	7,278,496	367,974	—, —, —	7,646,470	7,278,496	367,974	—, —, —
2600 UTILITIES	1,141,323 1,122,543 1,1860,793	1,141,323 1,144,267	—, —, —	—, —, —	1,141,323 1,144,024	1,141,323 1,144,024	939,173	—, —, —
2700 REPAIR & MAINTENANCE	11,046,526	—, —, —	—, —, —	—, —, —	11,096,851	—, —, —	—, —, —	—, —, —
2800 OTHER EXPENSES	20,746	20,747	-1	—, —, —	20,746	20,747	-1	—, —, —

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AGENCY : 5401 DEPARTMENT OF HIGHWAYS
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CURRENT LEVEL SERVICES ONLY						
AE/OE	DESCRIPTION	OBPP FY 86	LFA FY 86	DIFF. FY 86	SUB-CNT. FY 86	OBPP FY 87
	TOTAL FIRST LEVEL	22,921,143 23,599,756	22,031,811	-567,915	—,—,—	23,789,594 1,294,918
3100 EQUIPMENT	419,231	76,436	342,795	—,—,—	80,363	76,436 3,927
3198		6,634	-6,634	—,—,—	—	10,787 -10,787
	TOTAL SECOND LEVEL	419,231	83,070	336,161	—,—,—	80,363 -6,860
	TOTAL FIRST LFUEL	419,231	83,070	336,161	—,—,—	80,363 -6,860
	TOTAL PROGRAM	41,391,550	39,528,168	1,863,382	—,—,—	41,280,238 1,246,189
02051 MAINTENANCE A/R'S	394,098	396,530	-2,432	—,—,—	400,073	401,688 -1,615
02422 HIGHWAYS SPECIAL REVENUE	40,997,452	39,131,638	1,865,814	—,—,—	40,880,165	39,632,361 1,247,804
	TOTAL PROGRAM	41,391,550	39,528,168	1,863,382	—,—,—	41,280,238 1,246,189

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CONTROL : 00301 REST AREA MAINT/LAND-GRAVEL

MODIFIED LEVEL SERVICES ONLY						
AF/OE	DESCRIPTION	OBPP FY 86	LFA FY 86	DIFF. FY 86	OBPP FY 87	LFA FY 87
2021	CONTRACTED SERVICES-INFLATION	5,769	—,—,—	5,769	—,—,—	5,769
2100	CONTRACTED SERVICES	144,231	—,—,—	144,231	—,—,—	144,231
	TOTAL FIRST LEVEL	150,000	—,—,—	150,000	—,—,—	150,000
4100	LAND & INTEREST IN LAND	100,000	—,—,—	100,000	—,—,—	100,000
	TOTAL FIRST LEVEL	100,000	—,—,—	100,000	—,—,—	100,000
	TOTAL PROGRAM	250,000	—,—,—	250,000	—,—,—	250,000
02422	HIGHWAYS SPECIAL REVENUE	250,000	—,—,—	250,000	—,—,—	250,000
	TOTAL PROGRAM	250,000	—,—,—	250,000	—,—,—	250,000

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AGENCY : 5401 DEPARTMENT OF HIGHWAYS
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		CURRENT LEVEL SERVICES ONLY							
AE/OE	DESCRIPTION	OBPP FY 86	LFA FY 86	DIFF. FY 86	SUB-CMT. FY 86	OBPP FY 87	LFA FY 87	DIFF. FY 87	SUB-CMT. FY 87
0000 FULL TIME EQUIVALENT (FTE)		232.00	238.00	-6.00	—, —, —	232.00	238.00	-6.00	—, —, —
1100 SALARIES	5,569,180	5,666,731	-97,551	—, —, —	5,598,350	5,673,727	-75,377	—, —, —	
1400 EMPLOYEE BENEFITS	801,990	821,420	-19,430	—, —, —	809,333	825,449	-16,116	—, —, —	
1500 HEALTH INSURANCE	278,280	285,480	-7,200	—, —, —	278,280	285,480	-7,200	—, —, —	
1600 VACANCY SAVINGS	-265,533	-266,448	915	—, —, —	-266,993	-266,607	-386	—, —, —	
TOTAL FIRST LEVEL	6,383,917	6,507,183	-123,266	—, —, —	6,418,970	6,518,049	-99,079	—, —, —	
2021 CONTRACTED SERVICES-INFLATION	39,738	15,817	23,891	—, —, —	41,109	25,769	15,340	—, —, —	
2022 SUPPLIES & MATERIALS-INFLATION	1,588	3,286	-1,698	—, —, —	1,739	5,346	-3,607	—, —, —	
2023 COMMUNICATIONS-INFLATION	9,750	7,546	2,204	—, —, —	15,439	12,052	3,387	—, —, —	
2024 TRAVEL-INFLATION	11,444	15,155	-3,711	—, —, —	11,417	24,644	-13,227	—, —, —	
2025 RENT-INFLATION	215	466	-251	—, —, —	31	760	-729	—, —, —	
2026 UTILITIES-INFLATION	616	2,052	-1,436	—, —, —	616	3,191	-2,575	—, —, —	
2027 REPAIR & MAINTENANCE-INFLATION	190	384	-194	—, —, —	190	626	-436	—, —, —	
2028 OTHER EXPENSES-INFLATION	3,969	1,557	2,412	—, —, —	719	2,532	-1,813	—, —, —	
TOTAL SECOND LEVEL	67,510	46,293	21,217	—, —, —	71,260	74,920	-3,660	—, —, —	
2100 CONTRACTED SERVICES	994,332	941,452	52,880	—, —, —	1,028,608	941,452	87,156	—, —, —	
2200 SUPPLIES & MATERIALS	37,956	1,754	—, —, —	—, —, —	43,452	37,956	3,496	—, —, —	
2300 COMMUNICATIONS	81,337	102,221	-88	—, —, —	81,249	81,337	-88	—, —, —	
2400 TRAVEL	169,941	242,385	10	—, —, —	144,644	242,385	169,229	—, —, —	
2500 RENT	5,402	5,392	10	—, —, —	802	5,392	-4,590	—, —, —	
2600 UTILITIES	15,394	15,394	—, —, —	—, —, —	15,394	15,394	—, —, —	—, —, —	
2700 REPAIR & MAINTENANCE	4,744	4,444	300	—, —, —	4,744	4,444	300	—, —, —	
2800 OTHER EXPENSES	17,959	84,268	—, —, —	—, —, —	17,959	17,959	—, —, —	—, —, —	

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		CURRENT LEVEL SERVICES ONLY							
AE/OE	DESCRIPTION	OBPP FY 86 <i>1,621,795</i> <i>1,749,891</i>	LFA FY 86 <i>224,423</i> <i>1,392,612</i>	DIFF. FY 86 <i>224,423</i> <i>327,279</i>	SUB-CMT. FY 86 <i>6,076,571</i> <i>1,675,082</i>	OBPP FY 87 <i>1,56,412</i> <i>253,843</i>	LFA FY 87 <i>1,421,239</i>	DIFF. FY 87 <i>1,56,412</i> <i>253,843</i>	SUB-CMT. FY 87
3100 EQUIPMENT		18,230	5,084	13,146	—, —, —	1,650	5,084	-3,434	—, —, —
3198	TOTAL FIRST LEVEL	18,230	5,525	12,705	—, —, —	1,650	5,801	-717	—, —, —
	TOTAL SECOND LEVEL	18,230	5,525	12,705	—, —, —	1,650	5,801	-4,151	—, —, —
	TOTAL FIRST LEVEL	18,230	5,525	12,705	—, —, —	1,650	5,801	-4,151	—, —, —
4100 LAND & INTEREST IN LAND		3,690,518	3,633,857	56,661	—, —, —	2,258,108	2,255,263	2,845	—, —, —
4300 OTHER IMPROVEMENTS		500,000	500,000	—, —, —	—, —, —	500,000	500,000	—, —, —	—, —, —
	TOTAL FIRST LEVEL	4,190,518	4,133,857	56,661	—, —, —	2,758,108	2,755,263	2,845	—, —, —
	TOTAL PROGRAM	12,342,556	12,039,477	273,379	—, —, —	10,853,810	10,700,352	153,458	—, —, —
02422 HIGHWAYS SPECIAL REVENUE		3,437,175	3,544,027	-106,852	—, —, —	2,950,975	2,952,836	-1,861	—, —, —
02424 HIGHWAY RECONSTRUCTION		2,000,000	1,877,811	122,189	—, —, —	2,000,000	1,882,752	117,248	—, —, —
03407 HIGHWAY TRUST - SP REV		6,875,381	6,613,330	262,051	—, —, —	5,902,835	5,860,753	42,082	—, —, —
	TOTAL PROGRAM	12,312,556	12,035,168	277,388	—, —, —	10,853,810	10,696,341	157,469	—, —, —

AGENCY : 5401 DEPARTMENT OF HIGHWAYS
PROGRAM : 05 PRECONSTRUCTION PROGRAM
CONTROL : 00501 WORKLOAD INCREASE

MODIFIED LEVEL SERVICES ONLY						
AF/OE	DESCRIPTION	OBPP FY 86	LFA FY 86	DIFF. FY 86	SUB-CMT. FY 86	DIFF. FY 87
0000	FULL TIME EQUIVALENT (FTE)	11.00	—,——,——	11.00	—,——,——	11.00 —,——,——
1100	SALARIES	177,608	—,——,——	177,608	—,——,——	177,608 —,——,——
1400	EMPLOYEE BENEFITS	25,522	—,——,——	25,522	—,——,——	25,613 —,——,——
1500	HEALTH INSURANCE	13,200	—,——,——	13,200	—,——,——	13,200 —,——,——
1600	VACANCY SAVINGS	-8,653	—,——,——	-8,653	—,——,——	-8,657 —,——,——
	TOTAL FIRST LEVEL	207,677	—,——,——	207,677	—,——,——	207,764 —,——,——
2021	CONTRACTED SERVICES- INFLATION	23,269	—,——,——	23,269	—,——,——	23,269 —,——,——
2027	REPAIR & MAINTENANCE- INFLATION	—,——,——	—,——,——	—,——,——	—,——,——	4,000 —,——,——
2028	OTHER EXPENSES- INFLATION	2,000	—,——,——	2,000	—,——,——	2,000 —,——,——
	TOTAL SECOND LEVEL	25,269	—,——,——	25,269	—,——,——	29,269 —,——,——
2100	CONTRACTED SERVICES	581,731	—,——,——	581,731	—,——,——	581,731 —,——,——
2700	REPAIR & MAINTENANCE	—,——,——	—,——,——	—,——,——	100,000 —,——,——	100,000 —,——,——
2800	OTHER EXPENSES	50,000	—,——,——	50,000	—,——,——	50,000 —,——,——
	TOTAL FIRST LEVEL	657,000	—,——,——	657,000	—,——,——	761,000 —,——,——
3100	EQUIPMENT	1,250,000	—,——,——	1,250,000	—,——,——	—,——,——
	TOTAL FIRST LEVEL	1,250,000	—,——,——	1,250,000	—,——,——	—,——,——
	TOTAL PROGRAM	2,114,677	—,——,——	2,114,677	—,——,——	968,764 —,——,——
02422	HIGHWAYS SPECIAL REVENUE	1,516,224	—,——,——	1,516,224	—,——,——	376,399 —,——,——
03407	HIGHWAY TRUST - SP REV	598,453	—,——,——	598,453	—,——,——	592,365 —,——,——
	TOTAL PROGRAM	2,114,677	—,——,——	2,114,677	—,——,——	968,764 —,——,——

VISITORS' REGISTER

Gen. Govt & Highways COMMITTEE

Agency
BILL NO. Dept of Highways

DATE 2/20/85

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IF YOU CARE TO WRITE COMMENTS, ASK SECRETARY FOR WITNESS STATEMENT FORM.

PLEASE LEAVE PREPARED STATEMENT WITH SECRETARY.