

**Payne County Board of Commissioners**  
**Regular Meeting, August 15, 2016, 9:00 a.m.**  
Payne County Administration Building; 315 W. 6th Avenue  
Gloria Hesser Commissioners' Meeting Room, Suite 200/201

**AMENDED AGENDA**

- I. Meeting called to order by Chairman
- II. Invocation and Flag Salute
- III. Minutes
  - A. Approval of August 8, 2016
- IV. Miscellaneous Items from the Audience (no action will be taken)
- V. Discussion and Possible Action on Bid Openings- 9:30 A.M.
- VI. Discussion and Possible Action on Evaluations
  
- VII. Discussion and Possible Action on Reports from Officers and Boards
  - A. Road Name Request for Pura Vida Trail - D3
  - B. Agreement with Community Works, LLC/Pottawatomie County Juvenile Detention Center  
FY 2016/2017 \$24.34/day per child
  - C. ODOT Local Highway Finance Report (FHWA Form 536) FY 2016
  - D. SEFA Report for Federal Funds FY 2015/2016
  - E. Contract for Line Striping - D1
  - F. Resolution 2016-20 Necessity for Acquiring Easement for Improvement of Norfolk Road - D1
  - G. Request for Traffic Control Signs
  - H. Ingress and Egress Agreements
    - 1. Delbert Wolff - D1
  - I. Removal of Equipment Items from Inventory
  - J. Appointment of Requisitioning and Receiving Officers
  
- VIII. Discussion and Possible Action on Financials
  - A. Cash Appropriations
  - B. Transfer of Appropriations
  - C. Purchase Orders: List of the purchase orders will be available at the meeting, or from the County Clerk
    - 1. New
    - 2. Blanket
    - 3. Tabled
    - 4. Disallowed
    - 5. Payroll/Longevity
  - D. Monthly Reports of Officers
    - 1. D1 & D3 Highway Cash
- IX. Discussion and Possible Action on
  - A. Telephone and Utility Permits
  - B. Road Crossing
- X. Public Announcements from the Board (no action will be taken)
  
- XI. New Business
- XII. Adjournment

2016 AUG 12 11 A 8 11  
PAYNE COUNTY  
GLENNA CRAIG  
COUNTY CLERK

**Official Minutes of  
PAYNE COUNTY  
BOARD OF COUNTY COMMISSIONERS**

The Payne County Board of County Commissioners met in a regular meeting of the board at 9:00 a.m. on **Monday, August 8<sup>th</sup>, 2016** at the Payne County Administration Building, Gloria Hesser Commissioner Meeting Room 200, located in Stillwater, Oklahoma.

**Chairman Bradley called the meeting to order:** at 9:00 a.m.

**The following members were present:** Chairman- Kent Bradley, District 3, Chris Reding, Commissioner District 2, Zach Cavett, District 1, Glenna Craig, County Clerk, Lowell Barto, Assistant District Attorney. Invocation by Kent Bradley and Flag Salute to our country by Zach Cavett.

**Approve minutes of the previous meeting of the board:** Minutes of the July 28<sup>th</sup> and August 1<sup>st</sup> meeting was presented for approval. Motion by Cavett to approve the minutes of July 28<sup>th</sup> as presented, second by Reding. Roll Call Vote: Bradley-Yes, Reding-Yes, Cavett-Yes. Motion by Reding to accept the August 1<sup>st</sup> minutes as presented, second by Cavett. Roll Call Vote: Reding-Yes, Cavett-Yes, Bradley-Yes.

**Miscellaneous items from the audience:** None presented at this time.

**Discussion and Possible action on Bid Openings 9:30 a.m.:** None presented at this time.

Discussion and Possible Action on Evaluations: None presented at this time.

**Discussion and Possible Action on Reports from Officers and Boards**

- **Contract for Line Striping D1:** Cavett stated he was waiting on additional paperwork and wished to wait until the end of meeting. Motion by Cavett to table until the next meeting, second by Reding. Roll Call Vote: Reding-Yes, Cavett-Yes, Bradley-Yes.
- **Authorization of Haul Routes on Restricted Roads:** Bradley stated there has been several oil rigs moved throughout District 3 on approved haul routes and the Sheriff's department had shut them down because they were on a mile of paved road. Bradley said the Commissioners approve the designation of restricted roads and put the restrictions on the road. Assistant District Attorney stated the Commissioner's limits could not be more excessive than State's limits and the Commissioners may not issue permits allowing someone to drive over a road with an excessive weight limit. Barto stated that is prohibited by state law and the Commissioners have to stay within state law. Barto said the county was sued over this issue several years ago. Bradley stated where he lives there is only one way in and one way out on a paved road, so by Barto's theory the trucks would always be illegal. Barto said yes unless they have an overweight permit from the state which can be obtained from the Department of Public Safety. Barto recommended checking with the Commissioner of Public Safety. Cavett said from his understanding the Sheriff will cite a truck if they are not using the most direct path to the location to avoid the most impact on the paved road. Cavett said state law says we cannot keep them from going to their destination, but if they go three miles on the paved road to save going the five miles on the dirt road to their destination; they will be cited. Cavett stated he believed the spirit of this was to preserve the paved roads because there are not funds to build them to withstand the weight of repetitive heavy trucks. Commissioners discussed if the state issued permits to the counties. Cavett said the state does not issue a permit for a county road. Reding said Payne County has a new Senator now and maybe the Commissioners can get him interested in helping make some changes.
- **Request for Traffic Control Signs:** None presented at this time.
- **Ingress and Egress Agreement:** None presented at this time.
- **Removal of Equipment items from Inventory:** The following Removal of Equipment Items from Inventory were presented: Health Department- HP Printer, 5 drawer file, 2 Meridian Phone Sets, Gateway Laptop, Pinnacle Chair, Whirlpool Refrigerator, Desk, Pediatric Cab, 2 Copiers, Fax, 4 File Cabinets, Card file, Phone, Meridian Phone Set, Metal Storage Cabinet. These items are to be junked. Motion by Cavett to approve the Removal of items from inventory by junking, second by Reding. Roll Call Vote: Cavett-Yes, Bradley-Yes, Reding-Yes.
- **Appointment of Requisitioning and Receiving Officers:** None presented at this time.

**Discussion and Possible Action on Financials**

- **Cash Appropriations:** The Cash Appropriations as certified by the Treasurer on August 5, 2016 were presented for approval:

	<b>Alcoholic Bev. Tax</b>	<b>\$ 15,637.97</b>
#2	Highway Cash	\$ 363,431.31
#3	Flood Plain	
#4	Visual Inspection	
#5	Board of Prisoners	\$ 17,335.00
#6	Resale Property	\$ 79,771.94

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#7	Courthouse Tree Planting		
#8	Health Department	\$ 476.04	
#9	Sheriff Service Fee		\$ 44,603.36
#10	Gun Violence Prosecution		
#11	Mortgage Certification	\$ 47.57	\$ 1,145.00
#12	Revolving Forfeiture		\$ 7,018.00
#13	Mechanic Lien Fee	\$ 32.18	\$ 1,173.99
#14	Self-Insurance	\$ 2,041.80	\$ 57,524.85
#15	Sheriff Training		\$ 72.50
#16	Law Library		\$ 13,840.41
#17	Project Safe Neighborhood		
#18	Record Owner Resale		
#21	Court Fund		
#22	Fairboard Cash		\$ 6,918.14
#23	Voca Grant		
#24	Co Assessors Fee		\$ 600.00
#25	Child Abuse Prevention		\$ 10.00
#26	Sheriff's Commissary		\$ 10,234.39
#27	Un-apportioned Revenue		
#30	Jail Operations & Maintenance		\$ 124,552.30
#31	Grants		
#32	Protested Tax		
#33	Drug Task Force		
#36	Solid Waste		\$ 19.00
#39	Revolving Evidence		
#40	Capital Projects		
#41	Jail Limited Purpose Sales	\$ 2,064.25	\$ 249,131.39
#44	Fairboard Premiums		
#45	Limited Purpose Sales Tax		
#46	County Bridge Improvements	\$ 79.17	
#47	Payne County Home Finance		
#48	Payne County Industrial Trust		
#49	Clerk R M & P	\$ 49.54	\$ 7,000.00
#50	Payne Co. Econ. Deve.		
#51	E 911 Wireless	\$ 86.63	\$ 39,471.28
#52	Facilities Authority	\$ 284.32	
#54	Rural Domestic Violence		
#55	Drug Court		
#56	Courthouse Security		\$ 6,867.05
#57	Emergency Mang. Cash Fund		
#58	LEPC		
#60	103 Monies		
#61	105 Monies		\$ 18,631.96
#62	Court Fund Salaries & Fringe		\$ 26,000.00
#63	Animal Control Strays		\$ 208.21
#64	Court Fund Trust		
#65	DA Seizure		\$ 4,781.00
#66	C.L.E.A.N. Program		
#67	Fire Department 1/16		\$ 62,259.34
#103	103 CBRI		
#801	Harrell Cemetery	\$ 3.76	

Motion by Cavett to approve Cash Appropriations as presented, second by Reding. Roll Call Vote: Bradley-Yes, Reding-Yes, Cavett-Yes.

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- **Transfer of Appropriations:** None presented at this time.
- **Purchase Orders: New:** The following Purchase Orders were presented; FY 2015-16 \$1,314.93, FY 2016-2017 \$140,006.47; 2015-2016 COUNTY GENERAL: 5245, MIDWEST PRINTERS, 840.93, Panels; 5246, CROWNE PLAZA, 89.00, TRAVEL; 5247, INDUSTRIAL CHEMIST, INC., 100.00, APRIL BLANKET; FAIRBOARD CASH: 322, PEAK PEST SERVICES LLC, 185.00, SPRAY FOR FACILITY; EMERGENCY MANAGEMENT: 18, PAYNE CO. SHERIFF, 100.00, UNIFORM PANTS; 2016-2017 COUNTY GENERAL: 339, FOUNTAIN SQUARE CLEANERS, 443.00, JULY BLANKET; 340, ANDERSON NATHAN, 1253.05, TRAVEL; 341, REED, KEITH, 575.35, TRAVEL; 342, STAPLES BUSINESS ADVANTAGE, 172.11, SUPPLIES; 343, BUSSELL PEST CONTROL, 75.00, PEST CONTROL SERVICES; 344, BUSSELL PEST CONTROL, 100.00, PEST CONTROL SERVICES; 345, CENTRAL LAWN AND LANDSCAPE, 260.00, JULY BLANKET; 346, CENTRAL LAWN AND LANDSCAPE, 760.00, JULY BLANKET; 347, GRIMSLEYS, INC., 86.41, JULY BLANKET; 348, BEASLEYS TECHNOLOGY, INC., 290.00, SONIC FIREWALL; 349, LASER SOLUTIONS, 165.00, TONER CARTRIDGE; 350, MERRIFIELD OFFICE SUPPLY, 115.55, SUPPLIES; 351, STAPLES BUSINESS ADVANTAGE, 792.05, JULY BLANKET; 352, PROUGH, JEAN L, 63.72, TRAVEL; 353, GRIMSLEYS, INC., 358.73, JULY BLANKET; 354, BUNNEY ELECTRIC CO., INC., 87.00, JULY BLANKET; 355, LOWE S COMPANIES, INC., 44.80, JULY BLANKET; 356, QUALITY WATER SERVICES, 35.00, JULY BLANKET; 357, OAKES SERVICECENTER, 125.82, JULY BLANKET; 358, RETAIL FINANCE CREDIT SERVICES, ATTN: DONNA PRING, 90.81, JULY BLANKET; 359, B & C BUSINESS PRODUCTS, INC., 110.71, JULY BLANKET; 360, COMMUNITY WORKS, 535.48, JUVENILE DETENTION; 361, A T & T MOBILITY, 2556.94, TELEPHONE; 362, RASH DEA, 538.34, TRAVEL; 363, ALLEN LORI, 73.98, TRAVEL; 364, O COLLEGIAN DAILY, 7.60, ADVERTISING; 365, LEISTER SUMMER, 379.08, TRAVEL; 366, LEISTER SUMMER, 34.56, TRAVEL; 367, LEISTER SUMMER, 186.00, TRAVEL; 368, B & C BUSINESS PRODUCTS, INC., 654.81, JULY BLANKET; 369, M POWER INC., 75.00, MONTHLY SERVICE; 370, M POWER INC., 150.00, MONTHLY SERVICE; 371, SHRED- AWAY SHREDDING, INC., 84.70, SHREDDING SERVICES; 372, AAP FINANCIAL SERVICES, 213.85, JULY BLANKET; 373, QUALITY CUSTOM UPFITTERS, 211.28, JULY BLANKET; 374, A & B ECO-SAFE, 50.00, JULY BLANKET; 375, LANDMARK GSI, 2020.00, LICENSE FEE; 376, A T & T MOBILITY, 25.43, UTILITY BILL; 377, A T & T MOBILITY, 160.78, UTILITY BILL; 378, CHICKASAW, 2567.17, UTILITY BILL; 379, CHICKASAW, 1411.25, UTILITY BILL; 380, A T & T MOBILITY, 315.39, UTILITY BILL; 381, MERRIFIELD OFFICE SUPPLY, 199.38, JULY BLANKET; 382, GRIMSLEYS, INC., 278.65, JULY BLANKET; 383, BUNNEY ELECTRIC CO., INC., 87.00, JULY BLANKET; 384, PERKINS JOURNAL, 283.05, JULY BLANKET; 385, FIREHOSE DIRECT, 1659.83, FIRE HOSE; 386, WATCHDOG AUTOMATION SYSTEMS LLC, 252.40, SENSOR; 387, BARRY SANDERS SUPERCENTER, 99.00, OIL; 388, MATHESON MICHAELA, 44.28, TRAVEL; 389, FITZPATRICK SHELLY, 42.12, TRAVEL; 390, THE MEADOWS, 45.00, JULY BLANKET; 391, POSTAL PACK & SHIP, 114.03, POSTAGE; 392, HOLLEYMAN GREG, 159.84, TRAVEL; 393, FLEETCOR TECHNOLOGIES, 240.64, JULY BLANKET; 394, INDUSTRIAL CHEMIST, INC., 450.00, JULY BLANKET; 395, B & L HEATING & AIR, 70.00, JULY BLANKET; 396, DIRECT DISCOUNT TIRE OF, 1909.12, TIRES; 397, BOB HOWARD DODGE, 350.00, REPAIR; 398, ARTHUR ELECTRICAL SERVICES, 111.55, JULY BLANKET; 399, RELX INC, DBA LEXIS NEXIS, 85.00, SUBSCRIPTION; 400, QUALITY WATER SERVICES, 114.30, JULY BLANKET; 401, ASSOC. OF COUNTY, 95.00, REGISTRATION; 402, REDING CHRIS, 90.18, TRAVEL; 403, ANGELAS ADVERTISING & DESIGN INC, 399.00, ADVERTISING; 404, INDUSTRIAL CHEMIST, INC., 100.00, JULY BLANKET; HIGHWAY CASH: 90, KINNUNEN SALES & RENTALS., 94.29, PERF W/ SOCK; 91, LIONEL HARRIS OIL CO., INC., 2511.60, DYED DIESEL REMOTE TANKS; 92, JOHN DEERE FINANCIAL, 5921.97, PAYMENT; 93, CORPORATE BILLING LLC, 132.73, LATCH; 94, NORTHERN TOOL & EQUIP., 412.13, AIR JACK; 95, FRANKS DIESEL, 1089.08, TIRES; 96, FRANKS DIESEL, 755.56, TIRES; 97, WARREN CAT, 1541.00, BOLTS; 98, CITY OF CUSHING, 1013.81, UTILITIES; 99, CITY OF CUSHING, 6.00, UTILITY BILL; 100, A T & T U-VERSE, 50.00, UTILITY BILL; 101, NAPA AUTO PARTS, 486.83, JULY BLANKET; 102, MERRIFIELD OFFICE SUPPLY, 51.27, JULY BLANKET; 103, A T & T MOBILITY, 103.52, UTILITY BILL; 104, WARREN CAT, 387.01, RIPPER SWITCH; 105, KINNUNEN SALES & RENTALS., 162.81, JULY BLANKET; 106, WARREN CAT, 709.00, REPAIRS; 107, BURK OIL COMPANY, 397.03, GREASE; 108, A T & T MOBILITY, 59.04, UTILITY BILL; 109, RETAIL FINANCE CREDIT SERVICES, ATTN: DONNA PRING, 77.27, JULY BLANKET; 110, WARREN CAT, 457.15, JULY BLANKET; 111, FRANKS DIESEL, 35.00, JULY BLANKET; 112, STILLWATER MILL AGRI CENTER, 67.53, JULY BLANKET; 113, QUAPAW CO., INC., 12435.87, SABM; 114, EARL LE DOZER, 6953.56, HAULING; BOARD OF PRISONERS: 2, BOB BARKER COMPANY, INC., 1026.92, JUMPSUITS; 3, EARTHGRAINS BAKING CO. INC., 3014.25, JULYBLANKET; HEALTH DEPARTMENT: 24, OKLA. STATE STUDENT, 135.00, JULY BLANKET; 25, CENTRAL LAWN AND LANDSCAPE, 400.00, JULY BLANKET; 26, BEN WELCH LANDSCAPE CARE, 550.00, JULY BLANKET; 27, RETAIL FINANCE CREDIT SERVICES, ATTN: DONNA PRING, 67.67, JULY BLANKET; 28, WALLIN, JAALA, 30.24, TRAVEL; 29, SMITH KENDRA, 29.16, TRAVEL; 30, STC/BUSINESS WORLD, 426.90, EQUIPMENT MAINTENANCE; 31, STC/BUSINESS WORLD, 87.00, EQUIPMENT MAINTENANCE; 32, CENTERPOINT ENERGY, 29.62, UTILITIES; 33, BLOOM, BARBARA J., 253.80, TRAVEL; 34, CITY OF CUSHING, 954.08, UTILITIES; 35, STC/BUSINESS WORLD, 44.00, EQUIPMENT MAINTENANCE; 36, A AND M STORAGE LLC, 70.00, STORAGE; 37, SHRED-IT, 324.73, JULY BLANKET; 38, FENTON OFFICE MART, 293.94, JULY BLANKET; 39, ALLIANCE MAINTENANCE, INC., 1975.00, JANITORIAL SERVICES; 40, HUCKABAY, JEREMY W., 600.00, JULY BLANKET; SHERIFF SERVICE FEE: 21, NAPA AUTO PARTS, 1700.82, JULY BLANKET; 22, LOWE S COMPANIES, INC., 387.22, JULY BLANKET; 23, COMPLIANCE RESOURCE GROUP, 38.00, DRUG SCREEN; 24, RAY TRENT, 250.00, REIMBURSEMENT; 25, STILLWATER MILL AGRICENTER, 66.56, JULY BLANKET; 26, BEASLEYS TECHNOLOGY, INC., 99.00, SWITCH; 27, RETAIL FINANCE CREDIT SERVICES, ATTN: DONNA PRING, 48.84, VACUUM SWEEPER; 28, COOPERS LOCKSMITH LLC, 8.00, JULY BLANKET; 29, ALTERNATIVES ENTENCING SOLUTIONS, 271.25, ANKLE

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MONITORING; MORTGAGE CERTIFICATION TAX: 1, QUALITY WATER SERVICES, 29.30, JULY BLANKET; REVOLVING FORFEITURE: 6, STILLWATER POLICE DEPT., 20.00, FORFEITURE PROCEEDS; 7, STILLWATER POLICE DEPT., 360.00, FORFEITURE PROCEEDS; 8, PERKINS POLICE DEPT., 1300.50, FORFEITURE PROCEEDS; 9, STILLWATER POLICE DEPT., 260.00, FORFEITURE PROCEEDS; 10, STILLWATER POLICE DEPT., 480.00, FORFEITURE PROCEEDS; MECHANIC LIEN FEE: 6, SHRED- AWAY SHREDDING, INC., 42.35, SHREDDING SERVICES; 7, QUALITY WATER SERVICES, 35.00, AUGUST BLANKET; FAIRBOARD CASH: 21, DADDY O S MUSIC CO., INC., 599.98, SPEAKERS; 22, SHI INTERNATIONAL, 832.00, RENEWAL; 23, B & L HEAT & AIR, 6450.00, REPAIR AC; 24, CITY OF STILLWATER, 10907.05, UTILITY BILL; 25, A T & T MOBILITY, 133.14, UTILITY BILL; 26, CHICKASAW, 680.00, INTERNET SERVICES; 27, REPUBLIC SERVICES # 789, 638.38, TRASH SERVICES; 28, TOUCHTONE, 17.25, UTILITY BILL; 29, STILLWATER STEEL AND, 180.00, LEASE AGREEMENT; 30, MOUNTAIN DEER REVIVAL BAND, 700.00, FAIR; JAIL OPERATION & MAINTENANCE: 26, RETAIL FINANCE CREDIT SERVICES, ATTN: DONNA PRING, 64.67, SUPPLIES; 27, FIFTY ONE EAST WATER DISTRICT, 44.15, WATER; 28, KNIGHT MEDICAL SUPPLY, 13.08, MEDICAL SUPPLIES; 29, WIN WHOLESALE COMMERCIAL, 87.00, JULY BLANKET; 30, GRIMSLEYS, INC., 232.11, SUPPLIES; 31, A & B ECO-SAFE, 200.00, JULY BLANKET; 32, BEN E. KEITH OKLAHOMA, 7778.23, JULY BLANKET; 33, SYSCO FOOD, INC., 12268.10, JULY BLANKET; 34, ADVANTAGE PLUMBING HEATING AND COOLING, 324.81, REPAIR; 35, WATCHDOG AUTOMATION SYSTEMS LLC, 7800.00, BLOCK OF TIME; 36, HAGER RESTAURANT SERVICE, 53.18, FREEZER REPAIRS; 37, COMDATA, 2401.13, JULY BLANKET; 38, A T & T MOBILITY, 819.01, UTILITY BILL; SOLID WASTE: 4, NAPA AUTO PARTS, 73.49, JULY BLANKET; 5, STILLWATER STEEL AND, 108.45, JULY BLANKET; 6, A T & T MOBILITY, 224.79, UTILITY BILL; 7, OAKES SERVICE CENTER, 249.09, JULY BLANKET; E 911: 9, A T & T, 565.22, UTILITY BILL; 10, A T & T, 565.22, UTILITY BILL; 11, PIONEER TELEPHONE COOPERATIVE, 67.43, UTILITY BILL; 12, A T & T, 565.22, UTILITY BILL; 13, A T & T, 352.92, UTILITY BILL; DISTRICT ATTORNEY SEIZURE: 4, PAYNE CO. DISTRICT ATTORNEY, 720.00, FORFEITURE PROCEEDS; 5, PAYNE CO. DISTRICT ATTORNEY, 520.00, FORFEITURE PROCEEDS; 6, PAYNE CO. DISTRICT ATTORNEY, 960.00, FORFEITURE PROCEEDS; 7, PAYNE CO. DISTRICT ATTORNEY, 2601.00, FORFEITURE PROCEEDS; 8, PAYNE CO. DISTRICT ATTORNEY, 40.00, FORFEITURE PROCEEDS; 67-1/6TH FIRE DEPARTMENTS: 4, OG&E, 441.04, AUGUST BLANKET; 5, MAVERIC MINI MART, 1574.00, JULY BLANKET;

Motion by Cavett to approve Purchase Orders upon signature, second by Reding. Roll Call Vote: Reding-Yes, Cavett-Yes, Bradley-Yes.

- **Tabled:** None presented at this time.
- **Disallowed:** None presented at this time.
- **Payroll/Longevity:** None presented at this time.

Motion by Cavett to approve Purchase Orders upon signature, second by Reding. Roll Call Vote: Reding-Yes, Cavett-Yes, Bradley-Yes.

• **Monthly Reports of Officers:**

D1 & D3 Highway Cash: None presented at this time.

July 2016 PCEE: Clint Castoe reported C.L.E.A.N. participant hours were 153, 105 dumps investigated and cleaned, 2 charges files with DA, cleanup fees totaling \$1425.00, calls for service-2655, and ACCO dump claims totaling \$2335.66. July 2016- Sheriff's report on Food for the Jail \$23,060.58: Bradley stated of the \$23,060.58 spent for the month of July was \$12,268.10 for Sysco Foods, \$7,778.23 Benny Keith Foods, \$3,014.25 Earth Grains.

Motion by Cavett to acknowledge reports, second by Reding. Roll Call Vote: Cavett-Yes, Bradley-Yes, Reding-Yes.

**Discussion and Possible Action on**

- **Telephone and Utility Permits:** None presented at this time.
- **Road Crossing:** The following Road Crossing permits were presented: D1- Permit #16-15 - #16-16 H2 Services LLC, D3-Permit #16-098 - #16-100 Crescent Services. Motion by Cavett to approve Road Crossing permits as presented, second by Reding. Roll Call Vote: Bradley-Yes, Cavett-Yes, Reding-Yes.

**Public Announcements from the Board (no action will be taken):** None presented at this time.

**New Business:** None presented at this time.

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Adjournment: Motion by Reding to adjourn, second by Cavett. Roll Call Vote: Bradley-Yes, Reding-Yes, Cavett-Yes.

Minutes of the Board attested to

By \_\_\_\_\_  
Glenna Craig, Payne County Clerk  
Seal of office

Approved by the Board of Commissioners

On the \_\_\_\_ day of \_\_\_\_\_ 2016

Chairman \_\_\_\_\_

Commissioner \_\_\_\_\_

Commissioner \_\_\_\_\_

# PAYNE COUNTY ROAD NAME REQUEST

APPLICANT'S NAME Wilson + Brenda Phone 405-826-4280  
 OWNER OF RECORD Wilson + Brenda Brown  
 CURRENT MAILING ADDRESS 2601 S Black Oak Dr

ROAD NAME REQUESTED Pura Vida Trl  
 SECTION - TOWNSHIP - RANGE 9-18W-2E W1W4  
 SUBDIVISION

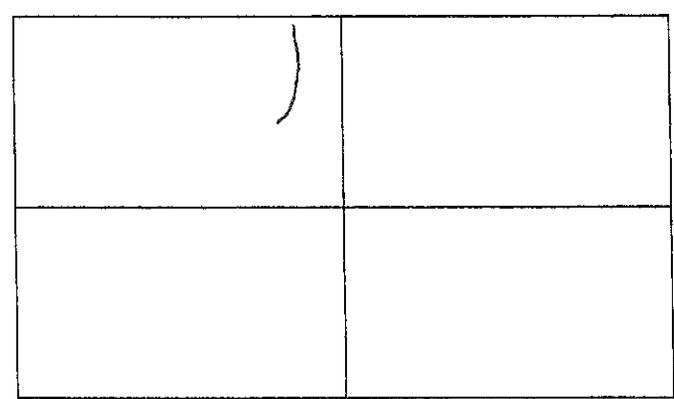
(Please draw a diagram of the road in the section plat below)

NAME OF SECTION LINE ROAD

56th

NAME OF SECTION LINE ROAD

Sawgre Rd



NAME OF SECTION LINE ROAD

Western

NAME OF SECTION LINE ROAD

68th

+++++

FOR OFFICE USE ONLY

New Address \_\_\_\_\_ Grid Number \_\_\_\_\_ Paid 200.00 ✓

Recommended for Approval?  YES  NO Assessor Signature James County by Curtis Ross

Approved this \_\_\_\_ day of \_\_\_\_\_, 200 \_\_\_\_ by Payne County Board of Commissioners

\_\_\_\_\_  
Chairman Vice-Chairman Member

ROAD MAINTAINED BY COUNTY? YES NO

AUG 05 2015

Received

Detention Services Agreement  
By and Between  
CommunityWorks, LLC  
and the  
County of Payne

This Agreement made this 1st day of July, 2016, between CommunityWorks, LLC, a Corporation duly registered in the State of Oklahoma, and the county of Payne, a political subdivision of the State of Oklahoma, hereinafter referred to as "Contracting County."

Whereas, after January 1, 1988, no child shall be detained in any jail, adult lockup, or other adult detention facility except as provided in 10A O.S. Section 2-3-101; and

Whereas, a Board of County Commissioners shall have the authority pursuant to 10A O.S. Section 2-3-103 to enter into a contract with and to pay a public agency, private agency, or a Board of County Commissioners of another county for juvenile detention services in a juvenile detention facility and for alternatives to secure detention; and

Whereas, the Board of County Commissioners of Pottawatomie County Juvenile Detention Center (Carter Hall); and

Whereas, the Contracting County desires to contract with CommunityWorks, LLC, for the purpose of detaining juveniles at the Pottawatomie County Juvenile Detention Center (Carter Hall);

It is hereby agreed as follows:

1. Term – This agreement shall be in effect until June 30, 2017, provided, however, that in the event the respective Boards shall each approve a renewal of the agreement, on or after July 1 of each fiscal year, then this agreement shall remain in effect for each succeeding fiscal year. Either party may terminate this agreement at any time by giving the other party thirty (30) days written notice.
2. Services – The parties hereby agree that CommunityWorks, LLC, shall provide and make available to the Contracting County the detention services and facilities of the Pottawatomie County Juvenile Detention Center (Carter Hall) on a space available basis as determined by CommunityWorks, LLC.

3. Admission – The following provisions apply:

- a. Admission shall be allowed only by written order of a Judge of the District Court with jurisdiction to hear the matter. Said order shall include authorization for necessary emergency and non-emergency care for the child. Contracting County authorities who transport a child to the Pottawatomie County Juvenile Detention Center (Carter Hall) shall bring with the child available arrest reports and social information including, but not necessarily limited to: child's name and date of birth; parents' names, address and telephone number, if known; and offense for which the child is being detained.
- b. All children referred to the Pottawatomie County Juvenile Detention Center (Carter Hall) will be screened by the Contracting County and be determined eligible for placement in a secure detention facility by utilizing the detention screening guidelines adopted by the State Judicial Oversight Committee of Juvenile Justice.

4. Detention – The following provision applies:

- a. If a juvenile is likely to be detained for more than thirty (30) days, the Contracting County must conduct a show cause hearing pursuant to 10A O.S. Section 2-3-101(a) and issue a new detention order prior to the expiration of the thirtieth (30<sup>th</sup>) day of the detention for an additional thirty (30) days.

5. Transportation – With the exception of transportation for emergency medical care as set out in Paragraph 8, the Contracting County shall provide all transportation, including to and from the detention site, for its children who are placed in the Pottawatomie County Juvenile Detention Center (Carter Hall).

6. Notification – Prior to transporting any child to the Pottawatomie County Juvenile Detention Center (Carter Hall), it shall be the responsibility of Contracting County Authorities to notify, if possible, said child's parents of his/her apprehension and the plans for detention in Pottawatomie County. It shall also be the responsibility of the Contracting County to make reasonable efforts to inform the parents of such children of the visiting hours and applicable rules for Pottawatomie County Juvenile Detention Center (Carter Hall).

7. Judicial Proceeding and OJA Services – All judicial proceedings involving, and all Office of Juvenile Affairs obligations to the Contracting County's children shall remain the responsibility of the Contracting County's courts and the Contracting County Office of the Oklahoma Office of Juvenile Affairs. In particular, it is the responsibility of the Contracting County to ensure that any child it sends to the Pottawatomie County Juvenile Detention Center (Carter Hall) receives the legal representation he/she is entitled to under the law. Further, authorities should notify the child's attorney of record of his/her detention. The Contracting County should also arrange for frequent (daily, if possible) contact between the detained child and his/her Office of Juvenile Affairs Caseworker.
  
8. Medical Attention – The Contracting County shall be responsible for the non-emergency medical treatment of any child sent to the Pottawatomie County Juvenile Detention Center (Carter Hall). Any Contracting County child so detained who requires emergency medical attention due to developments after admission will be taken to a medical facility in Pottawatomie County by CommunityWorks, LLC, or Pottawatomie County personnel after it has been determined that the on-site medical treatment of Pottawatomie County Juvenile Detention Center (Carter Hall) is not adequate. If a Contracting County child is treated for such a medical emergency in Pottawatomie County, responsibility for payment of such medical services rests with the child's parents, legal guardians, or the Contracting County. In no event will Pottawatomie County or CommunityWorks, LLC, be responsible for the costs of any medical services for a child admitted to the Pottawatomie County Juvenile Detention Center (Carter Hall) by a Contracting County. The Contracting County shall be responsible for providing CommunityWorks, LLC, with all medical prescriptions at the time of intake and refills as required.
  
9. Cost – The parties agree that CommunityWorks, LLC, shall be reimbursed for the provision of juvenile detention services by the Contracting County, upon the presentation of a claim, at the rate of twenty-four dollars and thirty-four cents (\$24.34) per day per child.

10. Liability – The parties agree that each party shall be responsible for its own negligence, if any, in the delivery of services pursuant to this contract. Neither party, by executing this agreement, assumes any liability for acts of omission or commission of the other. Pottawatomie County and CommunityWorks, LLC, shall be liable only for the delivery of custodial services at the Pottawatomie County Juvenile Detention Center (Carter Hall), and the Office of Juvenile Affairs and the Contracting County shall retain all responsibility of the determination and duration of the detention of its juveniles.

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Chief Executive Officer, CommunityWorks, LLC

ATTEST

\_\_\_\_\_  
Approved as to form:

\_\_\_\_\_  
Assistant District Attorney  
Payne County

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Board of County Commissioners

\_\_\_\_\_, Oklahoma

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
County Clerk

\_\_\_\_\_  
Member

\_\_\_\_\_  
Member



OKLAHOMA DEPARTMENT OF TRANSPORTATION

VII.C.

Programs Division
200 N.E. 21st Street
Oklahoma City, OK 73105-3204
www.odot.org

August 4, 2016

To: County Commissioners
Subject: Local Highway Finance Report (FHWA Form 536)
Attention: County Clerk

Dear Commissioner:

Oklahoma Department of Transportation requests your assistance once again in completing the Local Highway Finance Form 536. To ensure our office meets the FHWA deadline, please complete the form and return it to our office no later than October 1, 2016. The return address is:

Oklahoma Department of Transportation
Programs Division
200 N.E. 21st Street
Oklahoma City, OK 73105

This year data should be based on receipts and disbursements for roads and streets for the time period of July 1, 2015 through June 30, 2016(State Fiscal Year 2016). The department is only interested in the money the town receives (revenues) and uses (expenditures) in regards to street and road operations. No other receipts and disbursements should be included such as other public tax dollars and private donations used to finance other areas of city government. The information from this form will be combined with information from other cities, towns and the counties to compute a statistical report to show trends and help the Highway Performance Monitoring System (HPMS) to develop future highway and transportation responsibility. All responses, even zero, are important to guarantee the most current up to date report. The accuracy and timeliness in completing this form should be treated as a top priority given the fact this form is used by lawmakers as a measure to predict future funding decisions.

If you would like this form in an electronic format please request it via email at lbryant@odot.org.

If you have any questions or comments, please contact me at 521-2523.

Thank you in advance for your assistance.

Sincerely,

[Handwritten signature of Letha Bryant]

Letha Bryant
Accountant III
Programs Division, ODOT
Attachments: Form (FHWA-536)
Instructions (FHWA-536)

2016 AUG 10 P 1:20
PAYNE COUNTY
GLENNA CRAIG
COUNTY CLERK

"The mission of the Oklahoma Department of Transportation is to provide a safe, economical, and effective transportation network for the people, commerce and communities of Oklahoma."

<b>LOCAL HIGHWAY FINANCE REPORT</b>	STATE: OKLAHOMA
	YEAR ENDING (mm/yy): 06/16

This Information From The Records Of:	Prepared By:
---------------------------------------	--------------

**I. DISPOSITION OF HIGHWAY-USER REVENUES AVAILABLE FOR LOCAL GOVERNMENT EXPENDITURE**

ITEM	A. Local Motor-Fuel Taxes	B. Local Motor-Vehicle Taxes	C. Receipts from State Highway-User Taxes	D. Receipts from Federal Highway Administration
1. Total receipts available				
2. Minus amount used for collection expenses				
3. Minus amount used for nonhighway purposes				
4. Minus amount used for mass transit				
5. Remainder used for highway purposes				

**II. RECEIPTS FOR ROAD AND STREET PURPOSES**

**III. EXPENDITURES FOR ROAD AND STREET PURPOSES**

ITEM	AMOUNT	ITEM	AMOUNT
<b>A. Receipts from local sources:</b>		<b>A. Local highway expenditures:</b>	
1. Local highway-user taxes		1. Capital outlay (from page 2)	
a. Motor Fuel (from Item I.A.5.)		2. Maintenance:	
b. Motor Vehicle (from Item I.B.5.)		3. Road and street services:	
c. Total (a.+b.)		a. Traffic control operations	
2. General fund appropriations		b. Snow and ice removal	
3. Other local imposts (from page 2)		c. Other	
4. Miscellaneous local receipts (from page 2)		d. Total (a. through c.)	
5. Transfers from toll facilities		4. General administration & miscellaneous	
6. Proceeds of sale of bonds and notes:		5. Highway law enforcement and safety	
a. Bonds - Original Issues		6. Total (1 through 5)	
b. Bonds - Refunding Issues		<b>B. Debt service on local obligations:</b>	
c. Notes		1. Bonds:	
d. Total (a. + b. + c.)		a. Interest	
7. Total (1 through 6)		b. Redemption	
<b>B. Private Contributions</b>		c. Total (a. + b.)	
<b>C. Receipts from State government</b> (from page 2)		2. Notes:	
<b>D. Receipts from Federal Government</b> (from page 2)		a. Interest	
<b>E. Total receipts (A.7 + B + C + D)</b>		b. Redemption	
		c. Total (a. + b.)	
		3. Total (1.c + 2.c)	
		<b>C. Payments to State for highways</b>	
		<b>D. Payments to toll facilities</b>	
		<b>E. Total expenditures (A.6 + B.3 + C + D)</b>	

**IV. LOCAL HIGHWAY DEBT STATUS**

*(Show all entries at par)*

	Opening Debt	Amount Issued	Redemptions	Closing Debt
<b>A. Bonds (Total)</b>				
1. Bonds (Refunding Portion)				
<b>B. Notes (Total)</b>				

Notes and Comments:

**LOCAL HIGHWAY FINANCE REPORT**

STATE:  
OKLAHOMA  
YEAR ENDING (mm/yy):  
08/16

**II. RECEIPTS FOR ROAD AND STREET PURPOSES - DETAIL**

ITEM	AMOUNT	ITEM	AMOUNT
<b>A.3. Other local imposts:</b>		<b>A.4. Miscellaneous local receipts:</b>	
a. Property Taxes and Assessments		a. Interest on investments	
b. Other local imposts:		b. Sale of Equipment/Auction	
1. Sales Taxes		c. Reimbursements/Refunds	
2. Tax/Rental		d. Traffic Fines/Fees	
3. Rd. Crossing Permits		e. Surplus/Credit	
4. Misc.		f. Inter-Local Agreement	
5. Material		g. Misc./Damage Settlement	
6. Total (1. through 5.)		h. Grants	
c. Total (a. + b.)		i. Total (a. through h.)	
(Carry forward to page 1)		(Carry forward to page 1)	

ITEM	AMOUNT	ITEM	AMOUNT
<b>C. Receipts from State Government</b>		<b>D. Receipts from Federal Government</b>	
1. Highway-user taxes (from Item I.C.5.)		1. FHWA (from Item I.D.5.)	
2. State general funds		2. Other Federal agencies:	
3. Other State funds:		a. Forest Service	
a. State bond proceeds		b. FEMA	
b. Gross Production		c. HUD	
c. Alcohol Beverages		d. Various Grants	
d. Grants/Reimbursements		e. Tea-21	
e. Misc.		f. Wildlife	
f. Total (a. through e.)		g. Total (a. through f.)	
4. Total (1. + 2. + 3.f)		3. Total (1. + 2.g)	
(Carry forward to page 1)		(Carry forward to page 1)	

**III. EXPENDITURES FOR ROAD AND STREET PURPOSES - DETAIL**

	ON NATIONAL HIGHWAY SYSTEM (a)	OFF NATIONAL HIGHWAY SYSTEM (b)	TOTAL (c)
<b>A.1. Capital outlay:</b>			
a. Right-Of-Way Costs			
b. Engineering Costs			
c. Construction:			
(1). New Facilities			
(2). Capacity Improvements			
(3). System Preservation			
(4). System Enhancement And Operation			
(5). Total Construction (1)+(2)+(3)+(4)			
d. Total Capital Outlay (Lines 1.a. + 1.b. + 1.c.4)			
			(Carry forward to page 1)

Notes and Comments:

U.S. Department of Transportation

## Federal Highway Administration

1200 New Jersey Avenue, SE  
Washington, DC 20590  
202-366-4000

### Policy and Governmental Affairs Office of Highway Policy Information

## Highway Finance Data Collection

### Chapter 11

#### Report Identifying Receipts and Expenditures of Local Governments

The Local Highway Finance Report, form FHWA-536, is a biennial report summarizing highway funding by local governments. Local governments include counties, townships, municipalities, special districts, and other general purpose authorities that are under the jurisdiction of local governments. Form FHWA-536 provides for the reporting of four basic areas of local highway finance: (1) disposition of highway-user revenues; (2) revenues used for roads and streets, identified by source and type of funds; (3) road and street expenditures identified by purpose or activity; and (4) local highway debt status.

Information reported on form FHWA-536 permits the FHWA to develop a series of national tables depicting the financing of highway activities at the local level. These and the more comprehensive State highway finance information permit FHWA to infer relationships and changes in revenue, expenditure and investment patterns and determine financial trends which are essential in policy and program development. The highway finance summaries in combination with the Highway Performance Monitoring System (HPMS) data permit FHWA to estimate highway needs and to develop the appropriate future Federal responsibility in highway transportation. The information developed in the national tables is used by public and private sector policy staff, including all levels of government, business firms, research groups, trade associations, universities, and other interested groups and individuals.

Although form FHWA-536 is a biennial report, the FHWA develops national summary tables annually. For the off years, the FHWA uses projections, estimates, and voluntarily submitted State data. Estimates are based on previously reported State data and on trends observed among those States that report annually. The State has the option of providing form FHWA-536 on an annual basis and is encouraged to report annually.

#### IMPORTANT GENERAL CONSIDERATIONS

*Determination of reporting year.* The State should consider the variety of fiscal years used by local governments when selecting the period or periods to report for a given year on form FHWA-536. The data on form FHWA-536 may include a mixture of calendar and fiscal years for the various local governments. The State should specify the reporting period used and should provide data that closely corresponds to that period.

*Coverage and content of the local finance report.*— Although reported biennially, form FHWA-536 is designed to cover a one-year period. The biennial reporting requires a single form FHWA-536 providing summary data for all units of local government.

Form FHWA-536 should report the disposition of all highway-user revenues available to local governments for expenditure, and all receipts and expenditures related to: (1) the construction, maintenance, operation, and administration of roads, streets, alleys, and other public ways; (2) traffic police and road patrols; and (3) debt service and status of bonds and notes issued to finance highway activities.

Private sector donations for roads and streets under local government jurisdiction should be included on form FHWA-536. As the magnitude of private contributions on the public highway system continues to escalate and become a significant source of highway funding, the reporting of data on private participation in the public highway system is needed to understand and portray the total picture of local highway finance.

Local governments may use either a cash or an accrual accounting method in reporting information to the State for compilation on form FHWA-536.

*Toll facility data.*—Local toll facility information must be reported for publicly owned facilities on an annual basis. Toll facility information should be identified and reported separately from other local highway finance data on form FHWA-536. There are several ways that toll facility information can be reported to FHWA Instructions on local toll facility reporting are included in Chapter 10.

Toll facility data should be reported by one of the following methods: (1) as a copy of the toll facility's annual financial report; (2) on form FHWA-539 (see Chapter 10); or (3) on a separate form FHWA-536 for each toll facility.

*Sampling and estimation.*—FHWA recommends that States use sampling and estimation to prepare this form. Highway finance data may not be easily or economically obtainable for all units of local government. It will generally be advantageous to collect data for a selected sample of local governments and then expand the sample to obtain statewide totals.

Eighty percent of all municipalities have a population under 5,000. Data developed from past local highway finance reports indicate that this group accounts for less than 12 percent of highway expenditures by municipalities. The advantages of sampling become evident when considering the application of staff resources to the collection and reporting of data for form FHWA-536.

For a discussion of the basic concepts of sampling, with specific application in the field of local government highway finance, refer to Appendix D. The State must determine the sampling and estimation technique that fits its particular needs, resources, and local government structures. An explanation of the procedures used in developing the statewide summaries should accompany the FHWA-536 reports if sampling and estimation techniques are used.

When sampling is used as a data collection method, a 100 percent survey every 10 years of local governments is suggested. This survey would indicate if any problems exist with the sampling or estimation procedures, and if changes or fine tuning of the procedures are necessary.

Each State should carefully review its FHWA-536 reporting to assure that all local government finances for roads and streets are reported. Local government data for capital outlay on the National Highway System (NHS) should be correlated with mileage data supplied through the HPMS.

In preparing form FHWA-536, the State should also consider the number of governments and subordinate agencies conducting highway programs. In some instances, units subordinate to county, township, or municipal governments perform highway functions. The associated financial activities of these units should be included as local governments for the purpose of reporting information on form FHWA-536.

The road and street functions of subordinate agencies may be explicit in their names or can be determined through local knowledge of their activities. Subordinate units may include: road improvement districts; special taxing districts or areas; and special public authorities or commissions created to finance specific or self-supporting facilities, such as toll bridges and facilities acquired by lease-purchase agreements.

*Capital outlay on the National Highway System.*—Expenditures made on the NHS are of special interest to FHWA. For this reason, columns (a) and (b) on the page 2 detail section for Item A.1., "Capital Outlay", split expenditures made on and off the NHS and provides specific items for improvement type data.

For the State to successfully obtain information on capital outlay on the NHS from local governments, the State may need: 1) to identify local governments which have NHS routes within their boundaries, and 2) to provide those local governments with a listing of NHS routes. Local officials may not be aware of which roads are on the NHS. Coordination with those in the State who prepare HPMS data may be of assistance in identifying those local governments that have NHS segments within their boundaries.

In many States, the local governments' share of capital outlay on the NHS may be relatively insignificant as only two percent of total NHS mileage is under local jurisdiction.

*Transfers of funds between governments.*—Fund transfers between local governments should not be reported on form FHWA-536. Fund transfers to or from the State and State agencies should be included on form FHWA-536.

Transfers to State agencies for highway purposes that are reported on form FHWA-536 should be consistent with amounts that are reported on form FHWA-531 as receipts from local governments. Differences should exist only if the forms are based on different reporting years.

Transfers from State agencies that are reported on form FHWA-536 should be consistent with amounts that are reported as transferred to local governments on forms FHWA-556, FHWA-566, and FHWA-532. In most cases, differences should exist only for reporting period differences. Differences also occur when local governments use a portion of multipurpose State or Federal block grants for roads and streets. In this case, the amount reported on form FHWA-536 may exceed comparable amounts reported on the State-level forms which only include grants required to be used on roads and streets. Any major differences should be explained in a note.

All Federal funds received by local governments should be identified and reported on form FHWA-536. This includes direct payments, grants-in-aid, and funds transferred through the State. The preceding discussion on State revenue transfers being in agreement with those reported on form FHWA-532 applies equally to Federal funds paid to local governments.

When the State retains the local portion of State tax revenues or Federal funds, the amount retained by the State should be omitted from form FHWA-536.

## INSTRUCTIONS FOR FORM FHWA-536

The following procedures should be used in recording data for the items on page 1 and in providing the detail for the supporting schedule on page 2. (Note that the items on page 2 correspond to the items on page 1.)

### Section I. Disposition of Highway-User Revenues Available for Local Governments

Section I records the disposition of all local, State, and Federal highway-user revenues that are available for local government expenditure. Highway-user revenues includes all proceeds from taxes and fees levied on the owners and operators of motor vehicles for their use of public roads and streets.

*Item I.A. Local motor-fuel taxes.*—Record in this item the disposition of all revenue received from the imposition of local motor-fuel taxes. These revenues are directly related to local government taxation on the highway use of motor fuels.

When the State mandates the imposition by local governments of a uniform motor-fuel tax, the tax is considered a State motor-fuel tax and should not be included in this item. Any funds transferred to local governments from this tax are to be reported as a State transfer to local governments in item I.C.

*Item I.A.1. Total receipts available.*—Enter the net revenues from local motor-fuel taxes. Amounts should be reported at net value, i.e., total receipts less refunds.

*Item I.A.2. Minus amount used for collection expenses.*—Enter the amount of local motor-fuel tax revenues that were deducted for the payment of collection expenses. If collection expenses were paid from another source, such as local general funds, no amount should be reported in this item.

*Item I.A.3. Minus amount used for nonhighway purposes.*—Enter the amount of local motor-fuel tax revenues that were used for nonhighway and nontransit purposes. This includes amounts that were used for local general purposes, other modes of transportation, or specific nonhighway purposes, i.e., aviation, marine, schools, etc.

*Item I.A.4. Minus amount used for mass transit.*—Enter the amount of local motor-fuel tax revenues that were used for mass transit.

*Item I.A.5. Remainder used for highway purposes.*—Enter the amount of local motor-fuel tax revenues that were used for highways. This should equal net receipts less the amounts used for collection expenses, nonhighway purposes, and mass transit.

*Item I.B. Local motor-vehicle taxes.*—Record in this item the disposition of all revenues received from the imposition of local motor-vehicle taxes and fees. These revenues are directly related to local government taxation on the operation and ownership of motor vehicles for their use on public highways, roads and streets. Local registration fees, plate fees, wheel taxes, etc. should all be included. Personal property taxes and sales taxes on motor vehicles should be reported under the instructions for item II.A.3.b.

Any revenue retained by local governments from State imposed registration or driver-license fees should not be included in this item. Such amounts are reported as State transfers to local governments in items I.C. and II.C.

*Item I.B.1. Total receipts available.*—Enter the net revenues from local motor-vehicle taxes. Amounts should be reported at net value, i.e., total receipts less refunds.

*Item I.B.2. Minus amount used for collection expenses.*—Enter the amount of local motor-vehicle tax revenues that were deducted for the payment of collection expenses. If collection expenses were paid from another source, such as local general funds, no amount should be reported in this item.

*Item I.B.3. Minus amount used for nonhighway purposes.*—Enter the amount of local motor-vehicle tax revenues that were used for nonhighway and nontransit purposes. This would include amounts used for local general purposes, other modes of transportation, or specific nonhighway purposes, i.e., aviation, marine, schools, etc.

*Item I.B.4. Minus amount used for mass transit.*—Enter the amount of local motor-vehicle tax revenues that were used for mass transit.

*Item I.B.5. Remainder used for highway purposes.*—Enter the amount of local motor-vehicle tax revenues that were used for highways. This should equal net receipts less the amounts used for collection expenses, nonhighway purposes, and mass transit.

*Item I.C. Receipts from State Highway-user taxes.*—Record in this item State highway-user taxes and fees that were transferred to local governments for expenditure. These should include amounts received from the proceeds of State-imposed motor-fuel taxes, motor-vehicle registration fees, driver-licenses fees and motor-carrier taxes. For State-imposed taxes collected by local governments, the portion of revenues that are retained by or transferred back to local governments should be included in this item. (See comments for items I.A. and I.B.)

The amounts reported in this item should be consistent with the distributions of State highway-user revenues provided on forms FHWA-556, FHWA-566, and FHWA-532.

*Item I.C.1. Total receipts available.*—Enter all State highway-user revenues that were transferred to local governments. Amounts reported on form FHWA-566, item 2.A, as deductions by county and local officials for collection and administrative expense should be excluded.

*Item I.C.2. Minus amount used for collection expenses.*—Item is shaded. Nothing should be reported in this item. Expenses incurred by local governments in the collection of State-imposed motor-vehicle taxes should be reported on form FHWA-566, item 2.A.

*Item I.C.3. Minus amount used for nonhighway purposes.*—Enter the amount of State highway-user revenues that were used for nonhighway and nontransit purposes. This includes amounts used for local general purposes, other modes of transportation, or specific nonhighway purposes, i.e., schools, conservation programs, courthouses, etc.

*Item I.C.4. Minus amount used for mass transit purposes.*—Enter the amount of State highway-user revenues that were used for mass transit purposes.

*Item I.C.5. Remainder used for highway purposes.*—Enter the amount of State highway-user revenues that were used for highways. This should equal total receipts less the amounts used for mass transit and nonhighway purposes.

*Item I.D. Receipts from Federal Highway Administration.*—Record in this item all Federal Highway Administration (FHWA) funds that were received by local governments. Most of these revenues are attributable to the proceeds from Federal motor-fuel and motor-vehicle taxes and are passed through the State Department of Transportation to local governments.

*Item I.D.1. Total receipts available.*—Enter all FHWA funds that were received by local governments.

*Item I.D.2. Minus amount used for collection expenses.*—Item is shaded. Nothing should be reported in this item.

*Item I.D.3. Minus amount used for nonhighway purposes.*—Item is shaded. Nothing should be reported. FHWA funds can only be used for highway and mass transit purposes.

*Item I.D.4. Minus amount used for mass transit purposes.*—Enter the amount of FHWA funds that were used for mass transit purposes.

*Item I.D.5. Remainder used for highway purposes.*—Enter the amount of FHWA funds that were used for highway purposes.

## Section II. Receipts for Road and Street

Purposes Section II records the revenues from all sources that were dedicated or applied to local road and street purposes. The four fund sources identified are: local government, private, State government, and Federal government. Within each category, an attempt is made to identify the type and amount of revenues used in financing highway activities. The classification of revenues should be consistent with the classification and description of revenues appearing in Chapter 8.

*Item II.A. Receipts from local government sources.*—Record in this item all receipts generated from local government sources. Revenue generated from State taxes should not be reported here. Although some State taxes are collected by local governments for the State government, they should be reported under State sources in item II.C. For example, when State motor-vehicle registration fees are collected by county or other local officials and a share of this revenue is credited to local road funds without first being forwarded to the State government, those revenues are to be reported as a State transfer to local governments and not as a local revenue item.

*Item II.A.1. Local highway-user taxes.*—Record in this item all revenues from local taxes and fees on highway users that were used for highway, road or street purposes. Any revenues from State highway-user taxes are reported in item II.C, even if collected by local governments.

*Item II.A.1.a. Motor fuel.*—Enter the amount reported on item I.A.5. This should represent the portion of net revenues received from the imposition of local motor-fuel taxes, that were used for road and street purposes.

*Item II.A.1.b. Motor vehicle.*—Enter the amount reported on item I.B.5. This amount represents the portion of revenues received from local motor-vehicle taxes, that were used for road and street purposes. *Item II.A.1.c. Total.*—Enter the sum of items II.A.1.a. and II.A.1.b.

*Item II.A.2. General fund appropriations.*—Enter all appropriations from local general funds that are used for roads and streets. Any excess general funds should not be included in this item as those funds are returned to the local general fund before any disbursement for highway purposes. Only the net amount from local general fund sources should be reported.

*Item II.A.3. Other local imposts.*—Record in this item the amount of other local taxes and fees that were specifically dedicated and used for roads and streets. The total reported on page 1 should match the sum of the detail items reported on page 2.

*Item II.A.3.a. Property taxes and assessments.*—Enter revenues generated from real property taxes and special assessments specifically levied for construction and maintenance of roads and streets or for highway debt service, including road district levies.

*Item II.A.3.b. Other local imposts.*—Enter revenues from other local government taxes and fees, including personal property taxes levied on motor vehicles, impact fees, sales taxes, and any other local taxes and fees that were used for highway purposes. The tax or fee should be identified in the detail for this item.

*Item II.A.3.b.(1). Sales taxes.*—Enter revenues from local government sales taxes.

*Items II.A.3.b.(2). through II.A.3.b.(6).*—Enter revenues from other local government taxes and fees that were specifically allocated and used for highway purposes. Specify the type of tax and amount in these detail items on page 2.

*Item II.A.3.c. Total.*—Enter the sum of items II.A.3.a. and II.A.3.b.

*Item II.A.4. Miscellaneous local receipts.*—Record all local income not otherwise identified as specifically dedicated for roads and streets, such as traffic fines and penalties, investment income, net profit or loss from investment transactions, surplus funds applied to local highway activities (surplus parking or garage fees transferred to local agencies for road and street purposes), and other miscellaneous local receipts. The total reported on page 1 should match the sum of the detail items reported on page 2.

*Item II.A.4.a. Interest on Investments.*—Enter interest and investment income related to cash and investment balances in highway, roads and street accounts and funds.

*Items II.A.4.b. through II.A.4.f.*—Enter amounts from major sources of miscellaneous revenues that were used for highway purposes. Specify the source, type and amount of revenue in these detail items. If additional items are needed, a supplementary schedule can be used.

*Item II.A.5. Transfers from toll facilities.*—Enter fund transfers from toll facilities to local governments. The toll facility and amount of transferred funds should be identified in a note.

*Item II.A.6. Proceeds of sale of bonds and notes.*—Record in this item the net proceeds of debt issued by local governments for highway purposes. Bonds are obligations issued for a term of 2 or more years, unless they are a part of a serial bond issue where maturities begin in the first year after issue. Notes are issued for a term of less than two years.

The net proceeds are the actual cash amounts received by local governments. Net proceeds represent the remaining value after par value is adjusted for premiums, discounts, and accrued interest.

When debt issues are sold and used for both highway and nonhighway purposes, only the highway portion should be reported. However, if the highway share of an issue is not easily estimated, the issue should be excluded.

*Item II.A.6.a. Bonds – Original Issues.*—Enter the net proceeds received by local governments from the sale of bonds for road and street projects.

*Item II.A.6.b. Bonds – Refunding Issues.*—Enter the net proceeds received by local governments from the sale of bonds issued to retire existing road and street bonds.

*Item II.A.6.c. Notes.*—Enter the net proceeds received by local governments from the issue of notes for road and street purposes.

*Item II.A.6.d. Total.*—Enter the sum of items II.A.6.a. through II.A.6.c.

*Item II.A.7. Total.*—Record in this item the total revenue from local sources for road and street programs. Enter the sum of items II.A.1. through II.A.6.

*Item II.B. Private contributions.*—Enter all amounts received by local governments from the private sector as cash or services for road and street programs. Private participation in the public road system should be reported in this item. Donations, such as cash or the transfer of real property, the construction of facilities, and the performance of support services (surveys or preliminary and construction engineering) are ways the private sector participates in financing public highway projects.

When private donations are reported in item II.B., the amounts contributed as cash, land donations, construction or other improvement of facilities, and the performance of services should also be included in item III.A.

*Item II.C. Receipts from State government.*—Record in this item all State funds received by local governments for local road and street programs. State transfers take the form of grants-in-aid, loans, legal allocations or shares of State-imposed taxes, or payments to local governments under cooperative agreements.

Funds received by local governments under a State contract for work performed for the State should not be reported on form FHWA-536.

When preparing information on State transfers to local governments, the prior year's form FHWA-532 should be examined. Item A.10. on form FHWA-532 provides information on State transfers of State and Federal funds to local governments for roads and streets.

*Item II.C.1. Highway-user taxes.*—Enter the amount reported on item I.C.5. This amount should represent all transfers of State highway-user taxes and fees, including motor-fuel taxes, motor-vehicle registration fees, motor-carrier taxes, and similar taxes and fees, that were used for roads and streets.

*Item II.C.2. State general funds.*—Enter the allocation and transfer of State general funds to local governments for highway purposes.

*Item II.C.3. Other State funds.*—Enter and identify all other State funds transferred to local governments for highway purposes. These include funds such as bond sales, sales taxes, excise taxes, severance taxes, and mineral lease taxes.

*Item II.C.3.a. State bond proceeds.*—Enter amounts received from the proceeds of bonds sold by the State.

*Items II.C.3.b. through II.C.3.f.*—Enter the amounts and identify the sources of other State funds transferred to local governments.

*Item II.C.4. Total.*—Enter the sum of items II.C.1. through II.C.3.

*Item II.D. Receipts from Federal Government.*—Record in this item the total funds received by local governments from all Federal agencies for highway activities. This includes funds from FHWA and funds from other Federal agencies paid either directly to local governments or indirectly through the State government. This item should be coordinated with item A.10. on form FHWA-532, which provides information on State transfers of State and Federal funds to local governments for roads and streets.

*Item II.D.1. Federal Highway Administration.*—Enter the amount reported in item I.D.5. This amount should represent all FHWA funds passed through the State and used by local governments for highways.

*Item II.D.2. Other Federal agencies.*—Enter all funds received from other Federal agencies either directly or indirectly through the State.

*Item II.D.2.a. Forest Service.*—Enter the amount of funds received by local governments from the United States Forest Service that were used for roads and streets.

*Item II.D.2.b. FEMA.*—Enter the amount of funds received by local governments from the Federal Emergency Management Agency that were used for roads and streets.

*Item II.D.2.c. HUD.*—Enter the amount of funds received by local governments from the United States Department of Housing and Urban Development that were used for roads and streets.

*Items II.D.2.d. through II.D.2.f.*—Enter and identify by agency the amounts received from all other Federal agencies that transferred funds to local governments for highway purposes.

*Item II.D.3. Total.*—Enter the sum of items II.D.1. through II.D.2.

*Item II.E. Total receipts.*—Record in this item the total revenue from local, private, State, and Federal sources for road and street programs of local governments. Enter the sum of items II.A. through II.D.

### Section III. Expenditures for Road and Street Purposes

This section reports the expenditures of funds for highway purposes by local governments. Local highway expenditures are segregated into four classes: (1) local highway disbursements, (2) debt service on local obligations, (3) payments to State governments, and (4) payments to toll facilities.

The classification of expenditures should follow the guidelines established for form FHWA-532 in Chapter 8. Care should be taken to segregate payments to the State highway agency and other State agencies to avoid duplicate recording of expenditures between different units and levels of government.

Form FHWA-536 is intended to capture all local government expenditures on highways, roads and streets, including any work that local governments perform on State roads.

When projects are jointly controlled and funded by local and State governments, or co-supported, local government expenditures should be reported on form FHWA-536, while State expenditures are reported on form FHWA-532. When the State retains full control over a project, but contracts with a local government for some services or for some of the work, those expenditures should be reported on form FHWA-532, not on form FHWA-536.

The local share of matching funds for Federal-aid projects under State contract should be shown as a transfer to the State in item III.C.1. and not as a direct expenditure in item III.A. Item III.A.

*Local highway expenditures.*—Record and identify in this item all expenditures for highway activities by local governments.

*Item III.A.1. Capital outlay.*—Record in this item capital outlay for highways, roads, and streets by local governments. The information provided in this item should be consistent with the classification of capital outlay in Chapter 8.

The cost of construction materials and supplies and, if possible, construction machinery and equipment costs should be included in the construction expenditures reported. Administrative costs directly assignable to specific capital outlay projects should be included here, but all other administrative costs should be reported in item III.A.4.

Capital outlay for toll facilities should not be included under this item. See instructions for item III.D. and Chapter 10 for information on toll facility reporting. Mass transit capital outlay should also be excluded from item III.A.1.

Capital outlay by local governments as a part of State-local co-supported projects should be reported in this item. The total reported on page 1 for this item should match the detail reported on page 2.

*Item III.A.1.a. Right-of-way.*—Enter the following expenditures: right-of-way administration; purchase of land, improvements and easements; and the costs of moving and relocating buildings, businesses, and persons. The amount expended on the National Highway System should be reported in column (a) while the amount spent off the National Highway System should be reported in column (b).

*Item III.A.1.b. Engineering.*—Enter the following expenditures: field engineering and inspections; surveys, material testing, and borings; preparation of plans, specifications and estimates (PS & E); and traffic and related studies. The amount expended on the National Highway System should be reported in column (a) while the amount spent off the National Highway System should be reported in column (b).

*Item III.A.1.c. Construction.*—Enter all expenditures for construction of roads and bridges. See the instructions and examples in Chapter 8 for item A.1.c. on form FHWA-532.

*Item III.A.1.c.(1). New Facilities.*—Enter expenditures for new highways, roads, and bridges. This item excludes expenditures on existing highways, roads, streets, and bridges. See the instructions in Chapter 12 for item I.A. on form FHWA-534, for detailed definitions of individual improvement types. Note that this detail is requested only for amounts spent on the National Highway System. Columns (b) and (c) are shaded for this reason.

*Item III.A.1.c.(2). Capacity improvements.*—Enter expenditures for improvements that add capacity either by adding lanes to existing facilities. Include improvements such as relocation with added capacity, reconstruction with added capacity, major widening, bridge replacement with added capacity, and bridge rehabilitation with added capacity. See the instructions in Chapter 12 for item I.B. on form FHWA-534, for detailed definitions of individual improvement types. Note that this detail is requested only for amounts spent on the National Highway System. Columns (b) and (c) are shaded for this reason.

*Item III.A.1.c.(3). System preservation.*—Enter expenditures for improvements that preserve the existing system, without significantly adding capacity. Include improvements such as reconstruction (that does not add capacity), minor widening, restoration and rehabilitation, resurfacing, bridge replacement, major bridge rehabilitation, and minor bridge rehabilitation. See the instructions in Chapter 12 for item I.C. on form FHWA-534, for detailed definitions of individual improvement types.

Note that this detail is requested only for amounts spent on the National Highway System. Columns (b) and (c) are shaded for this reason.

*Item III.A.1.c.(4). System enhancement and operation.*—Enter expenditures that improve the quality of the natural environment by reducing highway-related pollution and by protecting and enhancing ecosystems, and for improvements that are not directly related to the physical structure or condition of roads and bridges. Include improvements such as safety, traffic management, traffic engineering, railroad grade crossings, vehicle weight enforcement facilities, enhancements, and environmental projects. See the instructions in Chapter 12 for item I.D. on form FHWA-534, for detailed definitions of individual improvement types.

Note that this detail is requested only for amounts spent on the National Highway System. Columns (b) and (c) are shaded for this reason.

*Item III.A.1.c.(5). Total construction.*—Enter all expenditures for construction of roads and bridges. Column (a) should represent total construction on the National Highway System, and should be the sum of the amounts reported in items III.A.1.c.(1). through III.A.1.c.(4). Total construction on roads off of the National Highway System should be reported in column (b).

*Item III.A.1.d. Total.*—Enter the sum of items II.A.1.a., II.A.1.b., and II.A.1.c.(5).

*Item III.A.2. Maintenance.*—Enter all expenditures that are classified as maintenance for highways, roads, streets, and bridges. The purpose of maintenance is to offset the effects of deterioration from age, weather, use, damage, failure, and design and construction faults. When recording costs incurred by maintenance forces, any expenditures for betterments or improvements should be treated as capital outlay. The information provided in this item should be consistent with the instructions and examples in Chapter 8 for item A.2. on form FHWA-532.

The term maintenance as used on form FHWA-536 is defined as the function of preserving and keeping the entire highway, including surface, shoulders, roadside structures, and traffic control devices as close as possible to the original condition as designed and constructed. The maintenance function preserves and maintains a road or structure's serviceability.

The costs of materials, supplies, and equipment for maintenance activities should be included in the maintenance expenditures reported. When equipment costs cannot be assigned to capital outlay or maintenance, those costs should be prorated between the functions. As with construction expenditures, the maintenance expenditures reported should include all administrative and engineering costs directly assignable to maintenance projects.

Maintenance expenditures for toll facilities should not be included on form FHWA-536. See Chapter 10 for data reporting requirements for toll facilities.

*Item III.A.3. Road and street services.*—Record in this item the operational expenditures by local governments for roads, streets and bridges. The information provided in this item should be consistent with the classification of operational expenditures in Chapter 8 for item A.3. on form FHWA-532.

*Item III.A.3.a. Traffic control operations.*—Enter all expenditures for operation of traffic control and surveillance systems that are designed to monitor and control traffic by managing vehicle flow on streets and highways. Such systems include traffic signal control; roadway, tunnel and bridge surveillance and control; electronic message boards, etc.

*Item III.A.3.b. Snow and ice removal.*—Enter the following types of expenditures: removal of snow from roadway or roadside; sanding and chemical deicing applications; and the erection and removal of snow fences.

*Item III.A.3.c. Other.*—Enter expenditures for other road and street services including highway air quality monitoring, highway beautification, mowing, and litter removal.

*Item III.A.3.d. Total.*—Enter the sum of items III.A.3.a., III.A.3.b., and III.A.3.c.

*Item III.A.4. General administration and miscellaneous.*—Enter general and miscellaneous expenditures that are not readily classified as capital outlay, maintenance, or operations. Highway planning, traffic studies, and research activities are included in this item. The information provided in this item should be consistent with the instructions and examples provided in Chapter 8 for item A.4. on form FHWA-532.

Expenses associated with the administration of mass transit programs that are supported by local governments are not included in this item.

The collection and administrative costs associated with local motor-fuel and motor-vehicle revenue collections should not be included in this item. These costs should appear in items I.A.2. and I.B.2.

**Item III.A.5. Highway law enforcement and safety.**—Enter all highway and traffic police costs of local governments that are associated with traffic supervision and the enforcement of highway, traffic, and safety laws. When these costs are commingled with general police activities and lose their identity, estimates should be made. The information provided in this item should be consistent with the instructions and examples provided in Chapter 8 for item A.5. on form FHWA-532.

**Item III.B. Debt service on local obligations.**—Record in this item the interest and redemption payments for local highway, road, and street bonds in item III.B.1. and notes in item III.B.2. that were issued by local governments for highway purposes. Debt service also includes all expenditures incidental to the sale and retirement of highway debt. Identify only debt service on bonds and notes reported in item II.A.6. and in section IV.

**Item III.B.1. Bonds**—Record in this item debt service on bonds Bonds are obligations originally issued for a term of two or more years.

**Item III.B.1.a. Interest.**—Enter bond interest costs and related financing costs such as agent fees, fiduciary charges, printing costs, and legal opinions.

**Item III.B.1.b. Redemption.**—Enter bond redemption payments at net value, i.e., the value after adjustments for discounts and premiums.

**Item III.B.1.c. Total.**—Enter the sum of items III.B.1.a. and III.B.1.b. **Item III.B.2. Notes.**—Record in this item debt service on notes. Notes are obligations originally issued for a term of less than 2 years.

**Item III.B.2.a. Interest.**—Enter note interest costs and related financing costs such as agent fees, fiduciary charges, printing costs, and legal opinions.

**Item III.B.2.b. Redemption.**—Enter note redemption payments at net value, i.e., the value after adjustments for discounts and premiums.

**Item III.B.2.c. Total.**—Enter the sum of items III.B.2.a. and III.B.2.b. **Item III.B.3. Total.**—Enter the sum of items III.B.1. and III.B.2.

**Item III.C. Payments to State for highways.**—Enter the amount of any funds transferred to the State for highway, road, and street purposes. These payments can be for reimbursements, repayments, or contributions. This item should be coordinated with item B.8. on form FHWA-531.

**Item III.D. Payments to toll facilities.**—Enter the amount of any funds transferred to either a State or local toll facility. The toll facility and amount transferred should be identified in a note.

**Item III.E. Total expenditures.**—Record in this item the total disbursements by local governments for road and street programs. Enter the sum of items III.A. through III.D.

**Section IV. Local Highway Debt Status**

This section records the status and change in local government highway debt. All amounts are recorded at par value, i.e., the face amount or value. See Chapter 9 for a general description and instructions for reporting highway debt information.

**Item IV.A. Bonds (Total).**—Enter the following information for all road and street bonds: bonds outstanding at the beginning of the year, bonds issued during the year, bonds redeemed during the year, and bonds outstanding at the end of the year.

**Item IV.A.1. Bonds (Refunding Portion).**—Enter the portion of bond issues reported in item IV.A. that were involved in refunding. Enter the portion of bonds retired in item IV.A. that were refunded All entries are at par value.

The par value amount of refunding bonds issued may differ from the par value amount of bonds refunded. For example, the net proceeds of a heavily discounted refunding issue would only be sufficient to refund a lesser par value amount of outstanding bonds. For another example, an outstanding bond that carried a large call premium would need a larger par value refunding bond to provide enough funds for the higher net redemption amount.

**Item IV.B. Notes (Total).**—Enter the following information for all road and street notes: notes outstanding at the beginning of the year, notes issued during the year, notes redeemed during the year, and notes outstanding at the end of the year.

The public report burden for this information collection is estimated to average 380 hours annually.

LOCAL HIGHWAY FINANCE REPORT		STATE YEAR ENDING (mm/yy): /		
I. DISPOSITION OF HIGHWAY-USER REVENUES AVAILABLE FOR LOCAL GOVERNMENT EXPENDITURE				
ITEM	A. Local Motor-Fuel Taxes	B. Local Motor-Vehicle Taxes	C. Receipts from State Highway-User Taxes	D. Receipts from Federal Highway Administration
1. Total receipts available				
2. Minus amount used for collection expenses				
3. Minus amount used for nonhighway purposes				
4. Minus amount used for mass transit				
5. Remainder used for highway purposes	0	0	0	0
II. RECEIPTS FOR ROAD AND STREET PURPOSES		III. EXPENDITURES FOR ROAD AND STREET PURPOSES		
ITEM	AMOUNT	ITEM	AMOUNT	
<b>A. Receipts from local sources:</b>		<b>A. Local highway expenditures:</b>		
1. Local highway-user taxes		1. Capital outlay (from page 2)	0	
a. Motor Fuel (from Item I.A.5.)	0	2. Maintenance:		
b. Motor Vehicle (from Item I.B.5.)	0	3. Road and street services:		
c. Total (a.+b.)	0	a. Traffic control operations		
2. General fund appropriations		b. Snow and ice removal		
3. Other local imposts (from page 2)	0	c. Other		
4. Miscellaneous local receipts (from page 2)	0	d. Total (a. through c.)	0	
5. Transfers from toll facilities		4. General administration & miscellaneous		
6. Proceeds of sale of bonds and notes:		5. Highway law enforcement and safety		
a. Bonds - Original Issues		6. Total (1 through 5)		
b. Bonds - Refunding Issues		<b>B. Debt service on local obligations:</b>		
c. Notes		1. Bonds:		

d. Total (a. + b. + c.)	0	a. Interest		
7. Total (1 through 6)	0	b. Redemption		
B. Private Contributions		c. Total (a. + b.)		0
C. Receipts from State government from page 2)		2. Notes:		
D. Receipts from Federal Government b. Redemption (from page 2)	0	a. Interest		
E. Total receipts (A.7 + B + C + D)		b. Redemption		
	0	c. Total (a. + b.)		0
	0	3. Total (1.c + 2.c)		0
		C. Payments to State for highways		
		D. Payments to toll facilities		
		E. Total expenditures (A.6 + B.3 + C + D)		0
<b>IV. LOCAL HIGHWAY DEBT STATUS</b> <i>(Show all entries at par)</i>				
	Opening Debt	Amount Issued	Redemptions	Closing Debt
A. Bonds (Total)				
1. Bonds (Refunding Portion)				
B. Notes (Total)				
Notes and Comments::				

FORM FHWA-536 (Rev.12-96)

PREVIOUS EDITIONS OBSOLETE

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Page last modified on November 7, 2014.

**INSTRUCTIONS FOR COMPLETING FORM FHWA-536  
LOCAL HIGHWAY FINANCE REPORT**

**INSTRUCTIONS (Form FHWA-536, page 1)  
SECTION I, ITEMS A.B.C.D.**

**I.A.**

**1.2.3.4.5 (Local motor-fuel taxes)**

**I.B.**

**1.2.3.4.5 (Local motor vehicle taxes)**

**I.C.**

**1.3.4.5. (Receipts from State highway-user taxes) State motor-fuel & motor vehicle registration fees.**

**I.D.**

**1.4.5. (Receipts from FHWA) Receipts from FHWA for bridge, road and streets.**

**SECTION II, ITEMS A.B.C.D.E.**

**II.A.1.**

**1.a.b.c. (Local highway user taxes)**

**II.A.2.**

**2.(General fund) Local General funds used for bridge, road & street.**

**II.A.3**

**3.(Other Local imposts) Property taxes, sales taxes & special assessments for bridge, road & street purposes. (Total from page 2, II.A.3.a.b.1.2.3.4.5.6.)**

**II.A.4.**

**4. (Miscellaneous Local receipts) Traffic fines, penalties, investment income, surplus funds and other receipts for bridge, road & street purposes. (Total from page 2, II.A.4.a.b.c.d.e.f.g.h.)**

**II.A.5.**

**5. (Transfer from toll facilities)**

**II.A.6.**

**6.a.b. (Bonds) Bonds sold to finance bridge, road & street work. 6.c. (Notes) Notes sold to finance bridge, road & street work. 6.d. Total (a. +b + c.)**

**II.A.7.**

**7. Total (1. through 6.)**

**II.B.**

**B. (Private contributions) Private donations of cash or services for road & street programs. (This includes real property, support services & construction of facilities)**

**II.C.**

**C. (Receipts from State government) State motor fuel taxes, motor vehicle registration fees, gross production tax, alcoholic beverage taxes, State Civil Emergency funds & funds received for Food Stamp & Commodity delivery used for bridge, road & streets. (Total from page 2, II.C.1.2.3.a.b.c.d.e.f.)**

**Continued-----INSTRUCTIONS (Form FHWA-536, page 1)**

**II.D.**

**(Receipts from Federal Government) Receipts from FHWA, Forest Service, BIA, Federal FEMA, HUD & etc. for Bridge, road & streets. (Total from page 2, II.D.1.2.a.b.c.d.e.f.g)**

**II.E**

**E. Total receipts (A.7 + B + C + D)**

**SECTION III, ITEMS A.B.C.D.E.**

**III.A.1. 1. (Capital outlay) Funds expended to acquire Right-of-way for bridge, road & streets. Consultant or Contract Engineering expenses, construction, resurfacing, restoration, rehabilitation, reconstruction, widening, safety and capacity improvements, additions and betterments of bridge, road & street. (Total from page 2, III.A.1.a.b.c. (1)(2)(3)(4))**

**III.A.2.**

**2. (Maintenance) All expenditures for maintenance on bridge, road and streets. This will include the cost of materials, supplies, equipment, administration, and engineering, salaries of work crews, lease expenses and related equipment purchases directly attributable to maintenance projects. Maintenance will include any effort to offset or retard the effects of deterioration from age, weather, use, damage, failure, design and construction faults.**

**III.A.3**

**3.a. (Traffic control) Expense of traffic signals, message boards & etc. 3.b. (Snow and ice removal) Snow and ice removal expenses. 3. c. (Other) Air quality monitoring, highway beautification, mowing and litter removal.**

**3.d Total (a. + b. + c.)**

**III.A.4.**

**4. (General administration & engineering) Any related costs that cannot be directly**

charged to a bridge, road or street project, such as; management, supervision, salaries, fringe benefits, engineering & office expenses, overhead costs for personnel functions, procurement and operations. This includes the road & street maintenance shop upkeep and utilities such as, water, sewage and electricity.

**III.A.5.**

**5. (Highway law enforcement & safety) Traffic Police costs for traffic supervision & enforcement of traffic and safety laws. If this cost cannot be determined, make an informed estimate.**

**III.A.6.**

**6. Total (A.1. through A.5)**

**III.B.**

**1.a. (Interest) Bond interest cost, agent fees, fiduciary charges, printing costs and legal opinions. (List only bonds to be used for bridge, road & streets)**

**Continued-----INSTRUCTIONS (Form FHWA-536, page 1)**

**1.b.**

**(Redemption) Net value of redemption for bonds after adjustment for discount and premiums.**

**1.c.**

**Total (a. + b.)**

**2.a.**

**(Interest) Note interest cost, agent fees, fiduciary charges, printing costs and legal options. (List only Notes to be used for bridge, road and streets)**

**2.b.**

**(Redemption) Net value of redemption for notes after adjustment for discount and premiums.**

**2.c.**

**Total (a. + b.)**

**3.**

**Total (1. + 2.)**

**III.C.**

**C. (To State) The amount transferred to the State for bridge, road & streets. This includes local match on Federal bridge, road & street projects.**

**III.D.**

**D. (To Toll Facilities) If no transfer of funds, leave blank.**

**III.E.**

**E. Total disbursements (A.6 + B.3 + C + D.)**

**SECTION IV, ITEMS A.B.**

**A. Bonds (Only bridge, road & street use bonds). (Opening debt) Outstanding bonds at the beginning of the year. (Amount issued) Value of bonds issued during the year. (Redemptions) Cost of bonds redeemed during the year. (Closing debt) Bonds outstanding at the end of the year.**

**B. Notes (Only bridge, road & street use notes)  
(Opening debt) Outstanding notes at the beginning of the year.  
(Amount issued) Value of notes issued during the year.  
(Redemptions) Cost of notes redeemed during the year.  
(Closing debt) Notes outstanding at the end of the year.**

**INSTRUCTIONS (Form FHWA-536, page 2)**

**II. RECEIPTS FOR ROAD & STREET PURPOSES - DETAIL**

**A.3**

**a.b.1.2.3.4.5.6. (Other local imposts) List receipts for road and street purposes.**

**c.**

**Total (a + b) (Carry total forward to page 1)**

**A.4.**

**a.b.c.d.e.f.g.h. (Miscellaneous local receipts) List receipts for road and street purposes.**

**i. Total (a. through h.) (Carry total forward to page 1)**

**C.**

**1.2.3.a.b.c.d.e.f. (Receipts from State government) List receipts for road and street purposes.**

**4. Total (1. + 2. + 3.) (Carry total forward to page 1)**

**D.**

**1.2.a.b.c.d.e.f.g. (Receipts from Federal Government) List receipts for road and street purpose.**

**3.**

**Total (1. + 2.) (Carry total forward to page 1)**

### **III. DISBURSEMENTS FOR ROAD AND STREET PURPOSES - DETAIL**

#### **A.1.**

**a.b.c.(1)(2)(3)(4) (Capital outlay) List disbursements for road and street purposes. (For Right-of-way and Engineering list costs by "on" National Highway System or "off" National Highway System) (5) Total construction (1 + 2 + 3)**

**d. Total capital outlay (Lines a + b + c (4)) (Carry total forward to page 1)**

#### **NOTES AND COMMENTS**

**(Use as needed to explain entries)**

**BOARD OF COUNTY COMMISSIONERS OF  
PAYNE COUNTY, STATE OF OKLAHOMA  
RESOLUTION NO. 2016- 20 \_\_\_**

A RESOLUTION DECLARING THE NECESSITY FOR ACQUIRING A PERPETUAL EASEMENT AND A TEMPORARY EASEMENT IN CERTAIN REAL PROPERTY, HEREINAFTER DESCRIBED, FOR THE PURPOSE OF ROAD IMPROVEMENTS IN THE COUNTY OF PAYNE, STATE OF OKLAHOMA.

WHEREAS, the Board of Commissioners of Payne County, Oklahoma has found it necessary to acquire ownership of a perpetual easement, and a temporary easement across the tracts of land described below for the purpose of making certain public road improvements; and

WHEREAS, the Board of County Commissioners of Payne County, Oklahoma has made a diligent effort, in good faith, to acquire said easements by purchase from the record owners of the tracts of land described below, but said owners have refused to grant and convey to Payne County, Oklahoma their interest in the lands necessary for the above mentioned purpose; and

WHEREAS, there is now on hand unexpended and unencumbered funds available, sufficient for the said purpose and amounts sufficient to pay for the said easements across said real property; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF PAYNE COUNTY, STATE OF OKLAHOMA:

**SECTION 1:** That the acquisition and appropriation of the tract of land described as follows:

A strip, piece or parcel of land lying in Lot 11 of Dripping Springs Estate, North, a Subdivision in the SW/4 of Section 19, Township 18 North, Range 6 East of the Indian Meridian, Payne County, Oklahoma, according to the recorded plat thereof, being more particularly described by metes and bounds as follows: Beginning at the NW corner of said Lot Eleven (11), thence S89°59'22"E, along the North line of said Lot Eleven (11) a distance of 12.00 feet; thence S00°00'38"W a distance of 519.53 feet; thence S47°42'57"E a distance of 74.33 feet; thence S00°00'38"W a distance of 140.00 feet to a point on the South line of said Lot Eleven (11), thence meandering Southwesterly along said South line a distance of 70.98 feet to the SW corner of said Lot Eleven (11), thence N00°00'38"E along the West line of said Lot Eleven (11) a distance of 732.95 feet to the point of beginning, containing 0.42 acres, more or less,

is necessary for the purpose of establishing thereon a public highway or facilities necessary and incidental thereto, and the said purpose requires the acquisition of a perpetual easement over, under, and across the tract above described.

**SECTION 2** That the acquisition and appropriation of the tract of land described as follows:

A strip, piece or parcel of land lying in Lot 11 of Dripping Springs Estate, North, a Subdivision in the SW/4 of Section 19, Township 18 North, Range 6 East of the Indian Meridian, Payne County, Oklahoma, according to the recorded plat thereof, being more particularly described by metes and bounds as follows: Commencing at a point which is 45.00 feet S89°59'22"E of Sta. 127+50, which is on the existing permanent right-of-way line; thence N00°00'38"E along the existing permanent right-of-way line a distance of 50.00 feet; thence S89°59'22"E a distance of 120.00 feet; thence S00°00'38"W a distance of 75.00 feet; thence N89°59'22"W a distance of 55.00 feet; thence N00°00'38"E a distance of 25.00 feet; thence N89°59'22"W a distance of 65.00 feet to the point of beginning, containing 0.17 acres, more or less,

is necessary for the purpose of a temporary easement for the construction of a driveway entrance to accommodate said premises to the construction or reconstruction of the highway adjacent thereto, such easements to terminate upon completion of construction of the highway project.

**SECTION 3:** That the Board of County Commissioners of Payne County, Oklahoma, by and through its agents, has heretofore offered to negotiate with the record owners of the tracts of land described above a fair, just and reasonable price for the easements described above, and that all negotiations and efforts to secure said easements across said tracts of land by agreement have failed.

**SECTION 4:** That the district attorney is hereby authorized and directed to institute proceedings to condemn the above-described tracts of land for the purposes as heretofore stated.

PASSED AND APPROVED this 15th day of August, 2016.

BOARD OF COUNTY COMMISSIONERS OF  
PAYNE COUNTY, OKLAHOMA

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KENT BRADLEY, Chairman

---

ZACH CAVETT, Member

---

CHRIS REDING, Member

ATTEST:

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GLENNA CRAIG, County Clerk

APPROVED AS TO FORM AND LEGALITY:

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Lowell A. Barto, Assistant District Attorney

INGRESS AND EGRESS AGREEMENT

Parties Involved

Delbert Wolff, Landowner(s), In agreement with the Board of County Commissioners, Payne County, Oklahoma.

Legal Description of Land Needed For Temporary Project:

21-19N-06E C-501 (3acm/1) BEG SW/4 SW/4, N-250.46' E-  
S21.77' S-250.46' W-S21.77' POB

Terms of Agreement:

1. Landowner grants the use of land described above for the purpose of temporary construction and access for construction.
2. This agreement will be in effect until date of completion and acceptance of said project by the Board of County Commissioners, Payne County, Oklahoma.

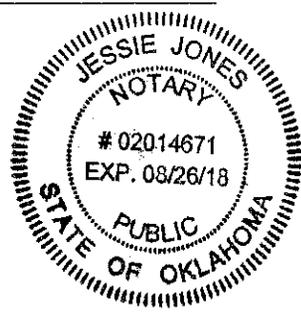
IN WITNESS WHEREOF, the parties have agreed on said term of agreement.

Delbert Wolff  
Landowner(s)

State of Oklahoma, County of Payne  
Signed and Attested before me this Aug 2 day of 2 2016.

Jessie Jones  
NOTARY PUBLIC

MY COMMISSION EXPIRES: 8/26/2018  
ATTEST: BOARD OF COUNTY COMMISSIONERS  
FOR THE COUNTY OF PAYNE, STATE OF OKLAHOMA  
#02014671



\_\_\_\_\_  
GLENN CRAIG  
PAYNE COUNTY CLERK

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Member

\_\_\_\_\_  
Member

Date: 8/11/2016  
 Time: 3:28:25PM

**Expense Verification Report**

VIII. C. I.

Batch Number: 131

PP	PO #	War #	Account	Dist	Vendor	Encumbered	Pay Amount	Adjustment	Comments	Invoices	Purpose
	000001	005248	01822005		STATE AUDITOR & INSPECTOR	75,466.81	34,471.64	-11,040.55	INVOICE NO. 112250; 112251; 112450 PAYNE COUNTY: 4006015		AUDITING SERVICES
<b>Totals for COUNTY GENERAL</b>						<u>\$75,466.81</u>	<u>\$34,471.64</u>	<u>-11,040.55</u>			
006896	001860	02802001			QUAPAW CO., INC.	11,750.00	13,851.81	2,101.81	INVOICE NO. 653660; 654019; 653972		ROAD ROCK
006879	001861	02802001			STEWART STONE, INC.	2,080.00	1,456.53	-623.47	INVOICE NO. 24209; 24281		CRUSHER RUN
006876	001862	02802001			STEWART STONE, INC.	10,750.00	6,292.14	-4,457.86	INVOICE NO. 24282		CRUSHER RUN
006806	001863	02802001			STEWART STONE, INC.	10,750.00	8,977.71	-1,772.29	INVOICE NO. 24210; 24283		CRUSHER RUN
007118	001864	02802001			CORPORATE BILLING LLC	205.90	207.90	2.00	INVOICE NO. 13004521 PAYNE CO DIST 1		REPAIRS
007004	001865	02802001			CORPORATE BILLING LLC	180.54	178.32	-2.22	INVOICE NO. 26000859 PAYNE CO DIST 1		SUPPLIES
007031	001866	02802001			HARRIS GAS STATIONS	245.00	245.00	0.00	INVOICE NO. 02015B062316 PAYNE CO DIST #1		BOOT
006722	001867	02802001			BOUNDRIES A LAND SURVEYING	1,200.00	1,200.00	0.00	INVOICE NO. 1286		SURVEYING SERVICES
007003	001868	02802001			CORPORATE BILLING LLC	101.76	101.68	-0.08	INVOICE NO. 26000866 PAYNE COUNTY DIST 1		DOOR WEATHER STRIPS
005500	001869	02802001			FASTENAL COMPANY	500.00	33.00	-467.00	INVOICE NO. OKCUS24484; OKCUS24855; OKCUS24763		APRIL BLANKET
006392	001870	02804001			HUDIBURG AUTO GROUP	48,141.00	48,141.00	0.00	INVOICE NO. GF234869		CREW CAB SW035
<b>Totals for HIGHWAY CASH</b>						<u>\$85,904.20</u>	<u>\$80,685.09</u>	<u>-5,219.11</u>			

Preliminary Batch Pay  
 August 15, 2016  
 FY 2015-2016

Date: 8/11/2016  
Time: 3:28:25PM

## Expense Verification Report

Batch Number: 131

<u>PP</u>	<u>PO #</u>	<u>War #</u>	<u>Account</u>	<u>Dist</u>	<u>Vendor</u>	<u>Encumbered</u>	<u>Pay Amount</u>	<u>Adjustment</u>	<u>Comments</u>	<u>Invoices</u>	<u>Purpose</u>
	006593	000572	08882005		OKLA. STATE STUDENT	1,000.00	45.00	-955.00	JUNE 2016 J POKHAREL- A10491065		JUNE BLANKET
Totals for HEALTH DEPARTMENT						<u>\$1,000.00</u>	<u>\$45.00</u>	<u>-955.00</u>			
Grand Totals:						<u>\$162,371.01</u>	<u>\$115,201.73</u>	<u>-17,214.66</u>			

Date: 8/11/2016  
 Time: 3:36:57PM

## Expense Verification Report

Batch Number: 012

PP	PO #	War #	Account	Dist	Vendor	Encumbered	Pay Amount	Adjustment	Comments	Invoices	Purpose
	000002	000405	01822005		STATE AUDITOR & INSPECTOR	153,761.04	21,457.50	0.00	INVOICE NO. 112449; 112556; 112557		FY 2016-2017
	000002	000406	01822005		STATE AUDITOR & INSPECTOR		13,532.88	0.00	INVOICE NO. 112449; 112556; 112557		FY 2016-2017
	000002	000407	01822005		STATE AUDITOR & INSPECTOR		19,048.65	0.00	INVOICE NO. 112449; 112556; 112557		FY 2016-2017
	000016	000408	01172005		FLEETCOR TECHNOLOGIES	800.00	210.83	-29.81	ACCOUNT NO. BG1467363 PAYNE COUNTY ASSESSOR		JULY BLANKET
	000892	000409	01171310		ROSS CRYSTAL	76.50	76.50	0.00	***DO NOT MAIL***		TRAVEL
	000893	000410	01171310		HUGHES, WANDA S.	76.50	76.50	0.00	***DO NOT MAIL***		TRAVEL
	000886	000411	01203941		CRAIG COUNTY	885.04	885.04	0.00	CRAIG COUNTY JUVENILE DETENTION JULY 2016 JDL-2016-20 "MIZ" 7/01/16 - 7/16/16 JDL-2016-14 "ZTF" 7/18/16 - 7/22/16 JDL-2016-53 "AB" 7/01/16 - 7/31/16		JUVENILE DET
	000885	000412	01202580		INTERWORKS, INC.	45.00	45.00	0.00	INVOICE NO. 181928 ACCOUNT NO. 005983		HOSTING DOMAIN
	000029	000413	01222005		QUALITY WATER SERVICES	30.00	31.10	1.10	INVOICE NO. 1325253; 1322623; 1320964, 1328829		JULY BLANKET
	000068	000414	01041310		CREDIT CARD OPERATIONS	3,000.00	1,022.91	-1,977.09	ACCOUNT NO. 4494 5700 0015 9928 PAYNE COUNTY SHERIFF		JULY BLANKET
	000876	000415	01203941		SAC & FOX NATION JUVENILE FACILITY	42.22	42.22	0.00	INVOICE NO. AR-15-156		JUVENILE DET

**Preliminary Batch Pay**  
**August 15, 2016**  
**FY 2016 2017**

Date: 8/11/2016  
 Time: 3:36:58PM

## Expense Verification Report

Batch Number: 012

<u>PP</u>	<u>PO #</u>	<u>War #</u>	<u>Account</u>	<u>Dist</u>	<u>Vendor</u>	<u>Encumbered</u>	<u>Pay Amount</u>	<u>Adjustment</u>	<u>Comments</u>	<u>Invoices</u>	<u>Purpose</u>
	000870	000416	01161310		COWAN JAMES	387.72	387.72	0.00	*** DO NOT MAIL CHECK ***		TRAVEL
	000067	000417	01042005		COMDATA	10,000.00	7,494.47	-2,505.53	INVOICE NO. 20254964 CYCLE DATES: 07/01/2016 - 07/31/2016 ACCOUNT CODE: PC671		JULY BLANKET
	000095	000418	01842005ST		B & C BUSINESS PRODUCTS, INC.	600.00	567.97	-32.03	INV.# 0461523-001; 0461604-001; 061802-001		JULY BLANKET
<b>Totals for COUNTY GENERAL</b>						<u>\$169,704.02</u>	<u>\$64,879.29</u>	<u>-4,543.36</u>			
	000912	000115	02804003		SNB BANK	5,206.63	5,206.63	0.00	ACCOUNT NO. 100470 PAYMENT NO. 017 PAYNE COUNTY COMMISSIONERS DISTRICT 3		PAYMENT
	000913	000116	02804003		AMERICAN HERITAGE BANK	5,246.56	5,246.56	0.00	ACCOUNT NO. 0000002015150390 PAYMENT NO. 009 PAYNE COUNTY DISTRICT 3		PAYMENT
	000914	000117	02804003		AMERICAN HERITAGE BANK	13,111.63	13,111.63	0.00	ACCOUNT NO. 0000002015132902 PAYMENT NO. 015 PAYNE COUNTY DISTRICT 3		PAYMENT
	000915	000118	02804003		SNB BANK	2,989.38	2,989.38	0.00	ACCOUNT NO. 100469 PAYMENT NO. 017 PAYNE COUNTY COMMISSIONERS DISTRICT 3		PAYMENT
	000349	000119	02802103		QUAPAW CO., INC.	12,500.00	12,317.58	-182.42	INV. #654127 654179 654225 PAYNE CO. D3		SABM

Date: 8/11/2016  
 Time: 3:36:58PM

## Expense Verification Report

Batch Number: 012

PP	PO #	War #	Account	Dist	Vendor	Encumbered	Pay Amount	Adjustment	Comments	Invoices	Purpose
	000350	000119	02802103		QUAPAW CO., INC.	8,750.00	8,622.25	-127.75	INV.#654127 654179 654225 PAYNE CO. D3		HAULING
<b>Totals for HIGHWAY CASH</b>						<u>\$47,804.20</u>	<u>\$47,494.03</u>	<u>-310.17</u>			
	000903	000041	08882005		A T & T	3,159.94	3,159.94	0.00	ACCOUNT NO. 405 372-8200 262 8		UTILITY BILL
	000906	000042	08882005		LANGUAGE LINE SERVICES	604.97	604.97	0.00	INVOICE NO. 3880322 ACCOUNT NO. 9020534120		INTERPRETER SERVICES
	000907	000043	08882005		PITNEY BOWES	151.95	151.95	0.00	INVOICE NO. 3301219996 ACCOUNT NO. 0017305597		LEASING/MAIN TENANCE
	000908	000044	08881310		MELOY, CURTIS	298.08	298.08	0.00	***DO NOT MAIL***		TRAVEL
<b>Totals for HEALTH DEPARTMENT</b>						<u>\$4,214.94</u>	<u>\$4,214.94</u>	<u>0.00</u>			
	000900	000002	11063910		RETAIL FINANCE CREDIT SERVICES, ATTN: DONNA PRING	33.63	33.63	0.00	INVOICE NO. 06072 ACCOUNT NO. 6032 2020 0003 3275 PAYNE COUNTY TREASURER		SUPPLIES
<b>Totals for MORTGAGE CERTIFICATION TAX</b>						<u>\$33.63</u>	<u>\$33.63</u>	<u>0.00</u>			
	000898	000031	22842005		PAYNE COUNTY SHERIFFS DEPARTMENT	325.00	325.00	0.00	INVOICE NO. 146847  *** DO NOT MAIL CHECK ***		BATTERIES
<b>Totals for FAIRBOARD CASH</b>						<u>\$325.00</u>	<u>\$325.00</u>	<u>0.00</u>			

Date: 8/11/2016  
 Time: 3:36:57PM

## Expense Verification Report

Batch Number: 012

<u>PP</u>	<u>PO #</u>	<u>War #</u>	<u>Account</u>	<u>Dist</u>	<u>Vendor</u>	<u>Encumbered</u>	<u>Pay Amount</u>	<u>Adjustment</u>	<u>Comments</u>	<u>Invoices</u>	<u>Purpose</u>
	000453	000039	30042005		QUALITY WATER SERVICES	346.50	9.50	-18.50	INVOICE NO. 1326773		SALT BAGS
	000111	000040	30042005		CREDIT CARD OPERATIONS	1,200.00	90.88	-1,109.12	INVOICE NO. AUGUST COOLER PAYNE CO SHERIFF ACCOUNT NO. 4494 5700 0015 9928 PAYNE CO SHERIFF		JULY BLANKET
<b>Totals for JAIL OPERATION &amp; MAINTENANCE</b>						<u>\$1,546.50</u>	<u>\$100.38</u>	<u>-1,127.62</u>			
<b>Grand Totals:</b>						<u>\$223,628.29</u>	<u>\$117,047.27</u>	<u>-5,981.15</u>			

Monthly Highway Cash

D-1 and D-3

VIII. D.1.

	Gross Production	% previous Month Total	Other	Total	% previous Month Total	% Total previous Year
Jan-15	138,485.35		200,767.01	339,252.36		
Feb-15	271,819.65	96%	265,233.95	537,053.60	58%	
Mar-15	100,009.23	-63%	237,583.28	337,592.51	-37%	
Apr-15	107,738.44	8%	256,614.95	364,353.39	8%	
May-15	103,636.44	-4%	329,899.25	433,535.69	19%	
Jun-15	134,516.40	30%	254,448.32	388,964.72	-10%	
Jul-15	86,139.02	-36%	240,990.32	327,129.34	-16%	
Aug-15	130,054.33	51%	236,325.38	366,379.71	12%	
Sep-15	141,949.42	9%	290,164.74	432,114.16	18%	
Oct-15	134,966.99	-5%	261,646.30	396,613.29	-8%	
Nov-15	129,284.05	-4%	249,211.23	378,495.28	-5%	
Dec-15	122,568.00	-5%	329,622.39	452,190.39	19%	
Jan-16	73,845.60	-40%	189,611.69	263,457.29	-42%	-22%
Feb-16	130,002.75	76%	267,361.09	397,363.84	51%	-26%
Mar-16	65,863.64	-49%	255,828.41	321,692.05	-19%	-5%
Apr-16	88,584.54	34%	230,344.79	318,929.33	-1%	-12%
May-16	49,725.47	-44%	279,401.26	329,126.73	3%	-24%
Jun-16	71,160.92	43%	250,209.58	321,370.50	-2%	-17%
Jul-16	65,834.11	-7%	218,060.36	283,894.47	-12%	-13%
Aug-16	69,410.68	5%	284,886.92	354,297.60	25%	-3%