

ANNUAL OPERATION REPORT FOR HIGHWAY AND STREET DEPARTMENTS

TRAINING 2018

OVERVIEW

- Requirement per IC
- Changes in legislation
- Reason for Report Changes
- Importance of the Report
- Changes to the report
- Filing the report
- Pilot Projects

Requirement per Indiana Code

- Currently, IC 8-17-4.1 contains the following:
 - (1) Report to be completed by municipalities with populations over 20,000 and all Counties
 - (5) Prepared by April 15
 - (7) Filed by June 1
 - (8) SBOA to provides a list to AOS of those who filed reports
 - By March 1
 - AOS to withhold MVH distributions if not filed

CHANGES IN LEGISLATION

- HOUSE BILL 1290:
 - Retroactive to January 1, 2018
 - Changes language from “maintenance” to “preservation” for the 50% use of MVH funds
 - Language changes for the focus of the 50% - distributions versus use
 - Changes requirement to file for population for Cities and Towns from 20,000 to 15,000
 - Changes reporting to AOS from March 1 to June 15
 - Still results in MVH Distributions being withheld

REASONS FOR REPORT CHANGES

- IC 8-14-1-4(b) for Counties and IC 8-14-1-5(c) effective July 1, 2017 requires that 50% of MVH funds be use for construction, reconstruction, and maintenance of highways
- SBOA provided forms to allocate costs to these activities
- Local wanted to use the highway report to show compliance
- Committee formed with SBOA, INDOT, LTAP, Associations, Highway Department representatives

IMPORTANCE OF REPORT

- INDOT uses report for federal reporting which can effect State grant funding
- Provide evidence for compliance with 50% use
- Increase in taxes – transparency
- Provide information to legislators, citizens, and other agencies
- Information could effect funding

CHANGES TO THE REPORT

- Deleted the following sections:
 - Classification of Employees (previously section 4)
 - Equipment Inventory (previously section 5)
 - Report of Federal Aide (previously section 7)
- Additions to report:
 - Instruction page (was separate document)
 - Debt Information (now section 4)
- Changes to report:
 - Financial Statement (Section 1)
 - Detail of Operating Receipts (was section 1a-b, now section 2a-b)
 - Detail of Operation Disbursements (was section 2a-b, now section 3a-b)

FILING THE REPORT

- New report will be for 2018, filed in 2019
- After completing the report, save the file as a regular (.xlsx) file instead of a macro file (.xlsm)
- Open file, select “Save As”, rename file with report year and unit name and select “Excel Workbook (.xlsx)” file type
- Email report to HighwayReport@sboa.in.gov
- LTAP working on online data base for submission