

## Corrective Action Plan

**Deficiency:** Actual Expenditures exceeded the amounts authorized in the budget. Please describe actions being taken to prevent variances.

**Proposed action plan:** The Road Commission administrative staff shall review budget items on a quarterly basis and recommend necessary adjustments to the Board of Road Commissioners for approval and action.

**Deficiency:** Administrative Expenditures as a percentage of MTF funding.

**Explanation:** The Crawford County Road Commission is experiencing a changeover in administrative personnel. Currently new personnel are in training and existing personnel are readying for retirement. We understood we would be close to the 10% allowable amount for administrative. The Road Commission will be pushing the limits on this expenditure for at least one more fiscal year. The total expenditure for administrative costs was 10.2%.

**Proposed action plan:** Reduce Administrative expenses by 0.2% or hope for an increase in MTF funds.