

METROPOLITAN COUNCIL

2009 UNIFIED OPERATING BUDGET

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Metropolitan Council

390 Robert Street North, Saint Paul, Minnesota 55101-1805

Metropolitan Council Members and Appointment Date

Peter Bell - Chair	01/09/2003
Roger Scherer – District 1	03/10/2003
Tony Pistilli – District 2	03/19/2003
Mary Hill Smith – District 3	01/04/1993
Craig Peterson – District 4	12/26/2007
Polly Bowles – District 5	06/25/2008
Peggy Leppik – District 6	03/10/2003
Annette Meeks – District 7	03/10/2003
Lynette Wittsack – District 8	03/10/2003
Natalie Haas Steffen - District 9	04/19/1999
Kris Sanda – District 10	10/19/2005
Georgeanne Hilker – District 11	09/11/2003
Sherry Broecker – District 12	06/27/2007
Rick Aguilar – District 13	03/10/2003
Kirstin Sersland Beach – District 14	06/27/2007
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Metropolitan Council 2009 Unified Operating Budget

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Metropolitan Council 2009 Operating Unified Budget Budget Message

BUDGET MESSAGE

The Metropolitan Council budget addresses the charge given to the agency by the Pawlenty Administration statement of Values, Goals and Principles, and the Council's own mission statement:

To develop, in cooperation with local communities, a comprehensive regional planning framework, focusing on transportation, wastewater, parks and aviation systems that guides the efficient growth of the metropolitan area.

The Council operates transit and wastewater services and administers housing and other grant programs.

GUIDING PRINCIPLES

To address this mission, the budget is focused on implementing the Council's *Regional Development Framework* within the parameters of the following guiding principles:

- Focus on our mission
- Balance regional needs with local concerns
- Maximize Council accountability
- Involve citizens in the fulfillment of the Council's mission
- Efficiently utilize current and future regional infrastructure, services and resources
- Operate quality services in an inclusive, customer-focused and efficient manner
- Encourage innovation to improve services and programs

REGIONAL DEVELOPMENT FRAMEWORK

The Twin Cities metropolitan area is expected to grow by one million people, a half-million households and nearly 600,000 jobs between the years 2000 and 2030. The Council's *Regional Development Framework* is intended to help ensure that growth occurs in a coordinated, orderly, and economical manner – consistent with the Council's legislative mandate.

The *Regional Development Framework* emphasizes this Council's commitment to (1) work collaboratively with local governments, (2) make the most cost-effective use of new and existing infrastructure, and (3) be accountable to the public – by establishing benchmarks for measuring progress toward our goals.

The *Framework* contains policies and strategies on accommodating growth, transportation, housing and natural resources. Three policy plans are instrumental in implementing the Framework and guiding the expansion of essential regional systems: transportation, aviation, water resources (including wastewater collection and treatment), and regional parks and open space.

OPERATING BUDGET OVERVIEW

The financial objectives underlying the budget include:

- Effective management of fund balances and reserves;
- Maintenance of the Council's AAA bond rating;
- Keep impact of property tax levy flat to taxpayers.

Metropolitan Council 2009 Operating Unified Budget Budget Message

The budget must address multiple financial challenges. The challenges facing the Council include a Council commitment to maintaining a flat property tax impact to taxpayers, increasing transit demand, and managing increased diesel fuel and utility costs.

The 2009 Unified Operating Budget is \$750.1 million, an increase of 7.0 percent from the 2008 adopted budget. The Council's unified operating budget is composed of three major categories:

- **Operating expenditures:** are expenditures incurred to support the Council's primary service activities. 2009 operating expenditures are expected to be \$521.5 million, up 8.2 percent from the 2008 adopted budget. The increased expenditures are driven primarily by increased labor, diesel fuel and utility costs.
- **Pass-through grants and loans:** are funds received by the Council, which are then granted, loaned or passed on to another agency, organization or individual for a specified use. 2009 pass-through grant and loan expenditures is \$78.3 million, down 3.1 percent from \$80.8 million in 2008, driven primarily by decreased federal HUD funding.
- **Debt service:** are expenditures required to pay both the principal and the interest on bonds, notes, certificates, and loans. 2009 debt service expenditures are \$150.4 million, up 8.9 percent from \$138.1 million in 2008, driven primarily by capital projects in Metro Transit.

PROPERTY TAX LEVIES

Minnesota statutes authorize the Council to levy taxes on all taxable property within the Council's geographic jurisdiction to provide funds for specific purposes. The Council's taxing area for all purposes, except transit debt, consists of the seven-county Twin Cities metropolitan area, minus those cities within the seven counties but outside the Council's jurisdiction. The boundaries of the Transit Taxing District include those communities receiving regular route-transit service.

The total combined 2008, payable 2009, property tax levy for all Council purposes is \$73.9 million, a 1.5% increase from the 2007, payable 2008, levy of \$72.8 million. Certified levies and levy limits over a five year period are presented in Table 6 of the Budget Summary.

MOTOR VEHICLE SALES TAX

The 2007 Legislature enacted legislation phasing in the Transportation Amendment revenue as follows:

	<u>Percentage by State Fiscal Year</u>				
	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>
Metropolitan Area Transit Account	24	27.75	30	33.75	36
Greater Minnesota Transit Account	1.5	1.75	3.5	3.75	4

Metropolitan Council 2009 Operating Unified Budget Authority and Organization

History

The Metropolitan Council (the “Council”) was created in 1967 by the State Legislature and Minnesota Statutes as a governmental unit responsible for coordinating the planning and development of the seven-county metropolitan area (the “area”). The Council is not a state agency, but is defined by statute as a “public corporation and political subdivision of the state.”

The area over which the Council has responsibility consists of the counties of Anoka, Carver, Dakota (excluding the city of Northfield), Hennepin (excluding the cities of Hanover and Rockford), Ramsey, Scott (excluding the city of New Prague), and Washington. The area includes 183 cities and townships and 2.8 million people.

The 1976 Metropolitan Land Planning Act strengthened the coordination of local land-use planning with the Council’s planning for regional systems (transportation, wastewater treatment, airports, and regional parks). Under the act, local governments prepare comprehensive plans and Council reviews them with respect to their compatibility with the plans of other communities, consistency with adopted Council policy plans, and conformity with metropolitan system plans.

Background

The Council has 17 members, 16 representing districts, and one chairperson. Council members are appointed by the Governor after consultation with the legislative representatives from the appointee’s district with the advice and consent of the State Senate. Members serve at the pleasure of the Governor. The Chair presides at meetings of the Council, serves as the principal liaison of the Council with the Legislature and local elected officials, and is the principal spokesperson of the Council. Current Metropolitan Council members are listed on the inside cover. The Council’s policymaking structure is shown on page 2-5.

The Council is responsible for planning and coordinating metropolitan development cooperatively with the local communities of the area. The Council forecasts the area’s growth, devises a plan to guide it (the *Regional Development Framework*), and makes decisions about developing transportation, wastewater service, aviation and parks to support it. Between 2000 and 2030, the Council anticipates an increase of over half a million jobs, a half-million households, and more than one million people.

Regional planning saves millions of dollars that would otherwise be spent on inefficient delivery of public services or unplanned growth. The Council works with local governments and the private sector throughout the region to carry out the *Regional Development Framework*.

In addition to planning and guiding growth and development, the Council is responsible for vital regional services, including:

- Operating a regional transit system that provides 252,000 bus and rail rides per weekday and 4,300 rides on an average weekday for people with disabilities through Metro Mobility;
- Collecting and treating about 255 million gallons of wastewater daily;
- Serving nearly 100 communities and more than 6,600 households through Section 8 and other affordable-housing programs; and
- Working with local governments to develop and maintain the area’s renowned regional park system, which has grown to 53,000 acres open for public use.

Metropolitan Council 2009 Operating Unified Budget Authority and Organization

The Council is organized into three operating divisions: Transportation, Environmental Services, and Community Development - and supporting central administrative units. The operating divisions and other major units report to the Regional Administrator who, in turn, reports to the 17-member Council board. The Regional Administrator is responsible to ensure that policy decisions of the Council are carried out, to organize and direct the work of Council staff, to prepare and submit an annual budget and to keep the Council fully apprised of the financial condition of the Council. The Council's organization structure is shown on page 2-5.

TRANSPORTATION DIVISION

The 2009 transportation budget focuses on maintenance of the existing transit system, yet oriented toward continuing reasonable growth once funds become available. The 2009 budget includes \$82.6 million from a State General Fund appropriation for transit support.

The Metropolitan Council operates or provides funding to five types of transit programs.

- Metro Transit: Provided roughly 67.9 million bus trips and nearly 9.1 million rail trips in 2007. The total of 77 million trips was the highest number of passengers in twenty-five years.
- Metro Mobility: This program serves persons with disabilities that prevent them from using the regular-route transit system. This service provided 1.4 million rides in 2007.
- Contracted Regular Routes: Approximately 50 regular routes are contracted out to private and nonprofit organizations. This service provided an estimated 2.2 million rides in 2007.
- Community Programs: Dial-a-ride service is provided to rural areas and a number of cities through contracts with counties, cities and nonprofit organizations. In 2007, 450,000 rides were provided by this program through contracts with 15 transit service providers.
- Suburban Transit Providers: Thirteen communities provide their own transit services. The Council provides capital funding for these programs and passes through operating funds from the state. In 2007, these programs provided 4.7 million rides.

ENVIRONMENTAL SERVICES DIVISION

Metropolitan Council Environmental Services (MCES) collects and treats an average of 255 million gallons of wastewater each day from 104 communities, achieving near-perfect compliance with federal and state clean water standards. It also provides water resources monitoring and analysis for the region, and partners with numerous public and private groups committed to a clean environment. Wastewater operations and debt service are 100 percent funded by user fees.

The Environmental Services division annual budget focuses on meeting the objectives and expected outcomes that align with the strategic goals of the Council and the division.

The following considerations were the top priorities in the development of the 2009 MCES budget.

- Meeting regulatory requirements
- Retaining competitive fees and rates
- Meeting customer expectations for quality and level of service
- Addressing watershed capacity and pollutant load issues
- Fully funding the current cost of all programs

Metropolitan Council 2009 Operating Unified Budget Authority and Organization

COMMUNITY DEVELOPMENT DIVISION

The Community Development Division conducts planning and policy development to support regional growth and reinvestment. The unit awards grants to local governments and provides technical assistance to help them carry out their comprehensive plans. It also provides housing assistance to lower-income households.

In 2008, Community Development will focus its resources, tools and incentives on implementation of the *Regional Development Framework*, the Council's regional growth plan. The *Regional Development Framework* is a comprehensive strategy for focusing regional policies and investments on integrating transportation, housing, development, and environmental protection to support the region's quality of life.

The Housing and Redevelopment Authority includes two major programs – the Rent Assistance program providing more than 6,600 HUD Section 8 rental vouchers and the Family Affordable Housing Program, which rents 150 housing units owned and operated by the Council to low-income households.

REGIONAL ADMINISTRATION

The Council's central administrative units are organized as Regional Administration and, like the three operating divisions, report to the Regional Administrator. These units establish administrative policies for the organization and support the three operating divisions. Regional Administration consists of functions such as human resources, finance, legal, purchasing, and risk management that provide Council-wide shared services to the operating divisions of the Council. The majority of the Regional Administration budget is allocated to the operating divisions of the Council.

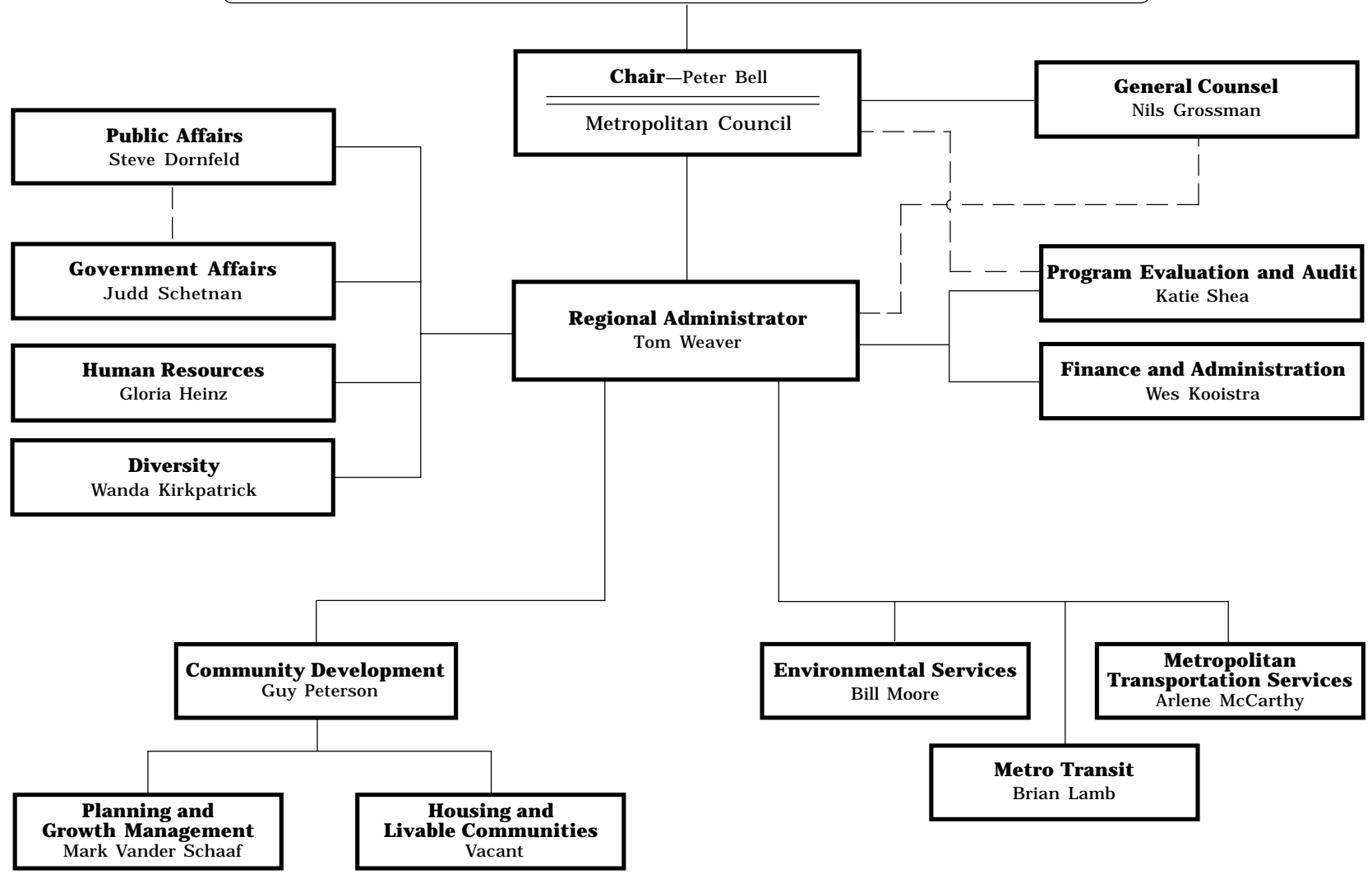
Regional Administration's major priority for 2009 will be to continue supporting the Council's operating units by providing high-quality, cost-effective services.

LEGISLATIVE COMMISSION ON METROPOLITAN GOVERNMENT

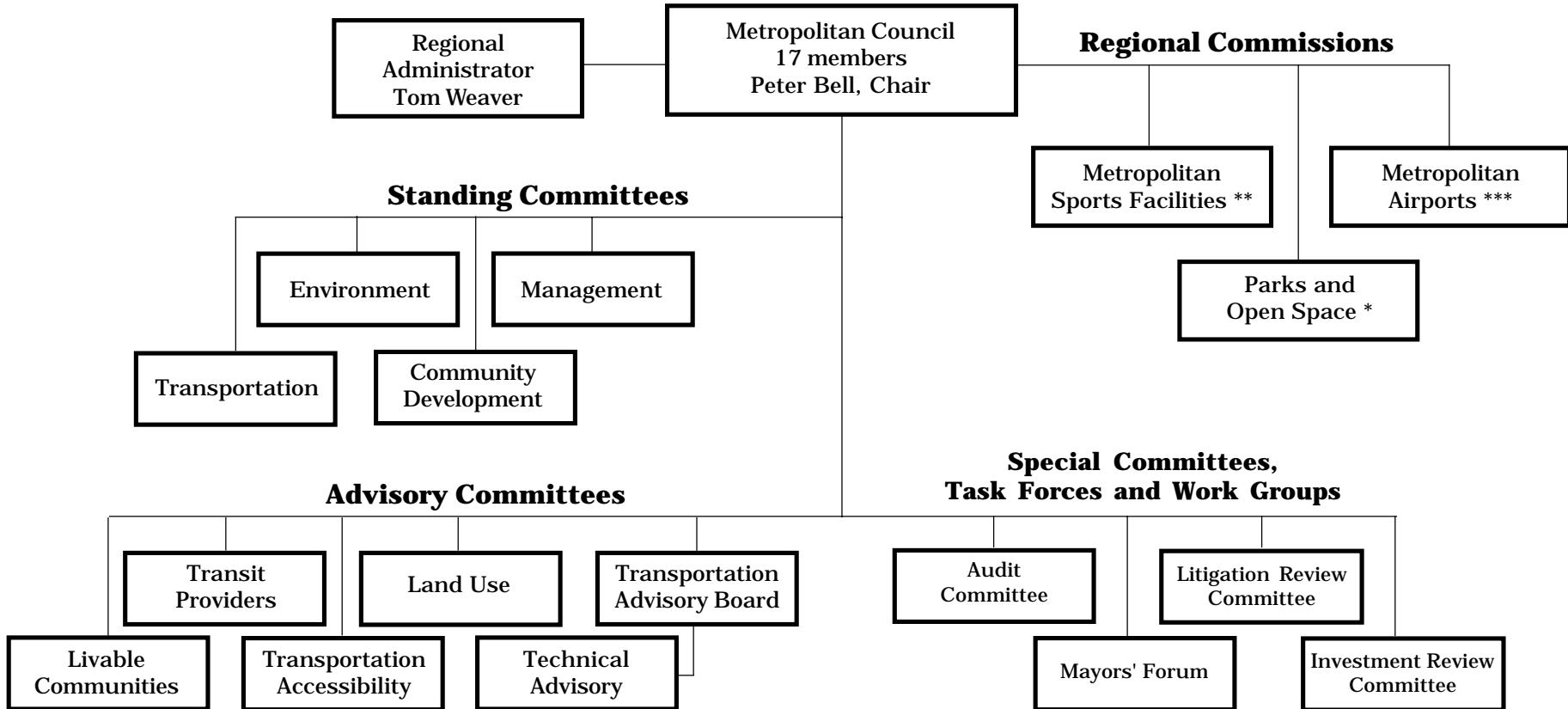
A Legislative Commission on Metropolitan Government, consisting of seven senators and seven state representatives was established by legislation in 2001. The legislation directs the commission to monitor, review, and make recommendations to the legislature and the Council on:

- The tax rate and dollar amount of the Council's property tax levies and any proposed increases in the rate or dollar amount of tax;
- Requests for an increase in the debt of the Council;
- The overall work and role of the Council;
- The Council's operating and capital budgets, work program and capital improvement program; and
- The Council's implementation of the operating and capital budgets, work program, and capital improvement program

METROPOLITAN COUNCIL



Metropolitan Council Policymaking Structure



September 2004

* Staff support provided to Commission by Metropolitan Council.

** The Metropolitan Council has budget approval and issues bonds for the commission.

*** The Metropolitan Council reviews the capital budget and approves certain projects.



Metropolitan Council

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Metropolitan Council 2009 Operating Unified Budget Budget Summary and Financial Resources

GENERAL OVERVIEW

The Metropolitan Council consolidates the operating budgets of the divisions into a unified presentation. The combined budgets are presented in the following tables:

- Table 1 provides a comparison of the total 2009 budget to the 2008 adopted budget and the 2007 actual revenues and expenditures.
- Table 2 provides the breakdown of the 2009 budget between Council Operations, Pass-Through Grants and Debt Service Funds.

Table 1 also shows a significant increase in Wastewater Service Charges for debt service. Total debt service in Environmental Services increased due to capital investment.

In Table 2, Budgeted Property Tax Revenues are reduced by Market Value Credit paid by the State and Estimated Uncollectible taxes to determine that budgeted revenues from taxpayers.

- The Market Value Credit is the Council's portion of the Homestead Credit as calculated by the County Auditors. The amount not billed to taxpayers is paid by the State of Minnesota and is included in State Revenues.
- Uncollectible taxes are estimated at 1.5% of the total levy excluding the tax base revitalization which is guaranteed by the state.

The Regional Administration and Community Development operating budgets (excluding HRA) reflect a combined use of reserves of \$451 thousand. This use of dedicated reserves is for reimbursement of expenses for the Water Supply initiative in Environmental Services. Environmental Services budget has a \$1 million deficit for 2009 which is the same as the 2008 amended budget.

Summaries by division, Environmental Services, Transportation, Community Development and Regional Administration, are presented in their section of this document. Also included in each section is detailed analysis and discussion of their budget.

OPERATIONS (Table 3)

Operating Revenues increase 9% from the 2008 adopted budget.

- Fare Revenues increased about \$14.2 million due to a fare increase and increased ridership.
- Local Revenues increased about \$37.4 million due to the addition of county sales tax revenue.
- State Motor Vehicle Sales Tax (MVST) funds are provided to the Council through the State Metropolitan Transit Account. The budget includes \$113.0 million in MVST funding, which is a decrease of \$12 million from the 2008 budget. \$23.2 million of MVST is budgeted to be passed through to Suburban Transit Provider communities.
- The State Appropriation Base is \$82.6 million which a decrease of \$9.2 million from 2008 budget.

Metropolitan Council 2009 Operating Unified Budget Budget Summary and Financial Resources

Operating Expenditures increase 8.2% from the 2008 adopted budget. Total expenditures are projected to increase 7.0%.

- Approximately 57% of operating expenditures are for Salaries and Benefits. Staffing expenditures are projected to increase by 5.6% in 2009. This represents the general increase in salaries and benefits from the 2008 adopted budget and the \$2 million dollar increase for Northstar salaries.
- Consultant and Contractual Services increase 8% in 2009. Additional detail on Professional & Technical services contracts are contained in Appendix G. This increase is primary due to Northstar consulting.
- Insurance increase 61% over the 2008 adopted budget. The increase is the cost of insuring Northstar.
- Other operating expenses are projected to increase 33.5% over the 2008 adopted budget. The increase is due to higher fuel costs and the additional of other Northstar costs.

Cost Allocation: Central services provided by Regional Administration and certain Community Development costs are charged to the other divisions through the internal cost allocation plan. Total expenses for each division are shown before internal cost allocations. Allocation of Regional Administration operating expenses and Community Development charge backs are included under Other Uses.

PASS-THROUGH GRANTS AND LOANS (Table 4)

“Pass-through” is grant and loan programs administered by the Metropolitan Council. The programs receive revenue from federal and state governments and Council Property Tax Levies. Grants and loans are made to metropolitan area local government and housing assistance payments are made to individual recipients.

The programs administered by the Council include:

- Housing assistance payments through the Metro HRA
- Parks operation and maintenance grants through the Metropolitan Parks and Open Space Commission (MPOSC)
- Grants to local units of government for pollution clean up, affordable housing development and demonstration projects from the Livable Communities Accounts
- Opportunity grants for land use planning and loans to local communities in support of comprehensive planning
- Loans to local communities to purchase right-of-way under the Highway Right-of-Way Loan Program

Metropolitan Council 2009 Operating Unified Budget Budget Summary and Financial Resources

The Highway Right-Of-Way program is reported as part of the transportation division while all other programs are administered by the Community Development divisions.

Since the revenues and expenditures from these programs do not directly affect the Council's financial position, the annual pass-through budget is also reported separately in Table 2.

DEBT SERVICE (Table 5)

The Council is authorized under Minnesota State Statutes to issue debt to support capital programs in transit, wastewater, parks and open spaces and regional radio communications. Debt service obligations for parks, transit and transit related radio debt are financed through property taxes. Environmental Services debt is financed primarily with municipal wastewater and service availability charges. Additional funding is provided by debt service reserves and interest earnings on debt service fund balances.

PROPERTY TAXES (Table 6)

The Metropolitan Council levies property taxes under a number of State authorizing statutes. To maintain the overall impact flat for the taxpayer, the Council levy increases since 2003 have averaged 1%. The 2009 increase of 1.5% over the prior year levy is primarily the result of the 2.3% increase in the Transit Debt Service.

- Pass-through levies are used for Livable Communities Grants and Highway Right-Of-Way Loans. The levies for Livable Communities remain unchanged from 2008 adopted budget. The levy payable in 2009 for the Highway Right-Of-Way Program increased 3.9%
- Levies for Debt Service include Transportation, Parks and Open Spaces and the Transit Radio debt. The total 2009 payable amount for this group increased 2.1%
- The \$10.3 million levy for Council Operations has not changed from the 2004, payable 2005, levy. State statute requires the Council to annually provide \$1 million from this levy for support of Livable Communities grants.

STAFF COMPLEMENT (Table 7)

The Metropolitan Council 2009 budgeted staff levels increased by about 95 positions with the majority of this increase occurring within the Transportation Division. The Northstar and Central Corridor projects required an increase of about 55 positions to staff their functions with the Hiawatha light rail line adding about 15 positions to meet increased service demands. Metro Transit also added about 11 positions to the driver/mechanic staffing levels and about 13 positions to the transit police.

Metropolitan Council 2009 Operating Unified Budget Budget Summary and Financial Resources

ORGANIZATIONAL UNITS WITHIN THE BUDGET

The major units of the Council, which are detailed in the following budget tables, are as follows:

- **Metropolitan Council**
 - Tables 1 and 2 – Operations, Passthroughs and Debt Service – All Divisions/Units
 - Table 3 – Operations – All Divisions/Units
 - Table 4 – Passthrough Grants and Loans – All Applicable Divisions/Units
 - Table 5 – Debt Service – All Applicable Divisions/Units
 - Table 6 – Certified Levies – All Applicable Divisions/Units
 - Table 7 – Staffing – All Divisions/Units

Listing of Divisions and Units

- **Environmental Services Division**
 - Environmental Services Operations
 - Wastewater debt service
- **Transportation Division**
 - Transportation Planning and Travel Demand Management Activity
 - Metro Mobility
 - Suburban Transit Providers
 - Community Based Transit
 - Non-Metro Transit Regular Route
 - Metro Transit
 - Hiawatha Light Rail
 - Transit debt service
 - Transit Pass-through grants and loans
 - North Star Commuter Rail
- **Community Development Division**
 - Division management
 - Planning and Growth Management (includes Planning and Technical Assistance, Research and Parks)
 - Housing and Redevelopment (includes Metro HRA, Livable Communities, Family Affordable Housing)
 - Pass-through grants for Livable Communities accounts, housing assistance payments, and Parks and Open Space operations and maintenance grants.
 - Debt Service for Parks and Radio Communications.
- **Regional Administration Division**
 - Legal - General Counsel
 - Program Evaluation & Audit
 - Government Affairs
 - Public Affairs
 - Office of Diversity and Equal Opportunity
 - Human Resources
 - Fiscal Services/Central Services
 - Information Services/GIS
 - Risk Management
 - Contracts and Procurement
 - Budget and Evaluation
 - Office of the Regional Administrator
 - Council & Office of the Chair

**METROPOLITAN COUNCIL
PROPOSED UNIFIED BUDGET
OPERATIONS, PASSTHROUGHS AND DEBT SERVICE
2007, 2008 and 2009**

TABLE 1

	2007 Actual	2008 Budget	2009 Budget	Change
<u>Operating Revenues</u>				
Net Property Taxes Paid by Taxpayers	\$ 9,862,110	\$ 8,759,250	\$ 8,759,250	0.0%
Federal Revenues	29,720,830	35,322,757	36,802,474	4.2%
State Revenues (incl. Market Value Credit)	202,959,858	217,535,315	196,102,713	-9.9%
Local Revenues	6,769,290	6,384,377	43,786,458	585.8%
Municipal Wastewater Charges	98,930,607	105,433,000	108,703,000	3.1%
Industrial Waste Charges	9,950,702	9,225,000	9,996,550	8.4%
Passenger Fares, Contract & Special Event Revenues	86,310,507	87,851,817	102,082,572	16.2%
Investment Earnings	5,494,688	3,995,501	3,432,471	-14.1%
Other Revenues	3,381,563	2,636,255	3,083,463	17.0%
MVET Transfers in	-	-	7,232,515	-100.0%
Total Operating Revenues	\$ 453,380,155	\$ 477,143,272	\$ 519,981,466	9.0%
<u>Debt Service Revenues and Sources</u>				
Net Property Taxes Paid by Taxpayers	\$ 43,630,408	\$ 43,590,010	\$ 44,508,368	2.1%
State Revenues	2,672,665	1,725,198	1,761,545	2.1%
Municipal Wastewater Charges	47,220,991	48,407,000	52,619,000	8.7%
SAC Transfers	34,561,000	38,733,000	37,860,000	-2.3%
Investment Earnings & Other Revenues	10,903,641	300,000	300,000	0.0%
Total Debt Service Revenues and Sources	\$ 138,988,705	\$ 132,755,208	\$ 137,048,913	3.2%
<u>Passthrough Grant and Loan Revenues</u>				
Net Property Taxes Paid by Taxpayers	\$ 14,891,205	\$ 16,879,536	\$ 17,001,416	0.7%
Federal Revenues	49,049,529	50,802,055	51,279,927	0.9%
State Revenues (incl. Market Value Credit)	11,155,102	10,276,309	10,610,412	3.3%
Investment Earnings & Other Revenues	5,180,470	4,074,600	1,725,000	-57.7%
Total Passthrough Grant and Loan Revenues	\$ 80,276,306	\$ 82,032,500	\$ 80,616,755	-1.7%
Total Revenues and Other Sources	\$ 672,645,166	\$ 691,930,980	\$ 737,647,134	6.6%
<u>Operating Expenses</u>				
Salary & Benefits	\$ 260,496,495	\$ 283,924,618	\$ 299,710,629	5.6%
Consulting/Contractual Services	22,419,781	31,010,886	33,478,274	8.0%
Materials & Supplies	40,085,242	24,151,606	27,441,371	13.6%
Chemicals	5,632,447	5,881,666	6,797,206	15.6%
Building Costs/Rent & Utilities	27,499,433	26,028,505	27,523,176	5.7%
Printing	613,261	531,900	602,750	13.3%
Travel	842,999	979,948	854,525	-12.8%
Insurance	2,900,935	3,636,657	5,855,650	61.02%
Transit Programs	75,630,365	71,825,238	74,611,396	3.9%
Operating Capital	-	6,822,893	8,441,328	23.7%
Other Operating Expenses	13,240,453	27,270,720	36,181,443	32.7%
Total Operating Expenses	\$ 449,361,411	\$ 482,064,637	\$ 521,497,748	8.2%
<u>Other Uses</u>				
Passthrough Grants & Loans	\$ 68,628,382	\$ 80,792,375	\$ 78,254,927	-3.1%
Debt Service Obligations	137,639,207	138,063,093	150,379,079	8.9%
Total Other Uses	\$ 206,267,589	\$ 218,855,468	\$ 228,634,006	4.5%
Total Expenses and Other Uses	\$ 655,629,000	\$ 700,920,105	\$ 750,131,754	7.0%
Change in fund Balance	\$ 17,016,166	\$ (8,989,125)	\$ (12,484,620)	

**METROPOLITAN COUNCIL
PROPOSED SUMMARY BUDGET
OPERATIONS, PASSTHROUGH AND DEBT SERVICE
2009**

TABLE 2

	Council Operations	Passthrough Grants & Loans	Debt Service Funds	Total
<u>Revenues</u>				
Certified Property Tax Levy	\$ 10,300,000	\$ 16,610,993	\$ 46,974,531	\$ 73,885,524
Property Tax Transfer to Livable Communities	(1,000,000)	1,000,000	-	-
Less: Market Value Credit Paid by State	(386,250)	(435,412)	(1,761,545)	(2,583,207)
Less: Estimated Uncollectable	(154,500)	(174,165)	(704,618)	(1,033,283)
Net Property Tax Paid by Taxpayers	\$ 8,759,250	\$ 17,001,416	\$ 44,508,368	\$ 70,269,034
Federal Revenues	36,802,474	51,279,927	-	88,082,401
State Revenues (incl. Market Value Credit)	196,102,713	10,610,412	1,761,545	208,474,670
Local Revenues	43,786,458	-	-	43,786,458
Municipal Wastewater Charges	108,703,000	-	52,619,000	161,322,000
Industrial Waste Charges	9,996,550	-	-	9,996,550
Passenger Fares	93,593,096	-	-	93,593,096
Contract & Special Event Revenues	8,489,476	-	-	8,489,476
Investment Earnings	3,432,471	1,725,000	300,000	5,457,471
Other Revenues	3,083,463	-	-	3,083,463
Total Revenues	\$ 512,748,951	\$ 80,616,755	\$ 99,188,913	\$ 692,554,619
<u>Other Sources</u>				
MVET Transfers in	7,232,515	-	-	7,232,515
SAC Transfers	-	-	37,860,000	37,860,000
TOTAL OTHER SOURCES	\$ 7,232,515	\$ -	\$ 37,860,000	\$ 45,092,515
Total Revenues and Sources	\$ 519,981,466	\$ 80,616,755	\$ 137,048,913	\$ 737,647,134
<u>Expenses</u>				
Salaries & Benefits	\$ 299,710,629	\$ -	\$ -	\$ 299,710,629
Consulting & Contractual Services	33,478,274	-	-	33,478,274
Materials & Supplies	27,441,371	-	-	27,441,371
Chemicals	6,797,206	-	-	6,797,206
Building Costs/Rent	27,523,176	-	-	27,523,176
Printing	602,750	-	-	602,750
Travel	854,525	-	-	854,525
Insurance	5,855,650	-	-	5,855,650
Transit Programs	74,611,396	-	-	74,611,396
Operating Capital	8,441,328	-	-	8,441,328
Other Operating Expenses	36,181,443	-	-	36,181,443
Pass through Grants & Loans	-	78,254,927	-	78,254,927
Debt Service Obligations	-	-	150,379,079	150,379,079
Total Expenses	\$ 521,497,748	\$ 78,254,927	\$ 150,379,079	\$ 750,131,754
Change in fund Balance	\$ (1,516,282)	\$ 2,361,828	\$ (13,330,166)	\$ (12,484,620)

**METROPOLITAN COUNCIL
PROPOSED SUMMARY BUDGET
OPERATIONS 2009**

TABLE :

	General Fund Regional Administration	General Fund Community Development	General Fund Total	HRA & FAHP	Environmental Services Division	Transportation Division (Table 3a)	Capital	2009 Total Council Operations	2008 Adopted Budget	Change
Revenues										
Net Property Taxes Paid by Taxpayers	\$ 5,804,405	\$ 3,954,845	\$ 9,759,250	\$ -	\$ -	\$ -	\$ -	\$ 9,759,250	\$ 9,759,250	0.0%
Property Tax Transfer to Livable Communities	(1,000,000)	-	(1,000,000)	-	-	-	-	(1,000,000)	(1,000,000)	0.0%
Federal Revenues	-	-	-	4,482,711	-	32,319,763	-	36,802,474	35,322,757	4.2%
State Revenues (incl. Market Value Credit)	267,435	118,815	386,250	168,000	-	195,548,463	-	196,102,713	217,535,315	-9.9%
Local Revenues	76,000	-	76,000	50,000	-	43,660,458	-	43,786,458	6,384,377	585.8%
Municipal Wastewater Charges	-	-	-	-	108,703,000	-	-	108,703,000	105,433,000	3.1%
Industrial Strength Charges	-	-	-	-	9,996,550	-	-	9,996,550	9,225,000	8.4%
Passenger Fares	-	-	-	-	-	93,593,096	-	93,593,096	79,111,951	18.3%
Contract & Special Event Revenues	-	-	-	-	-	8,489,476	-	8,489,476	8,739,866	-2.9%
Investment Earnings	717,471	100,000	817,471	200,000	2,200,000	215,000	-	3,432,471	3,995,501	-14.1%
Other Revenues	-	-	-	560,000	725,000	1,562,263	236,200	3,083,463	2,636,255	17.0%
TOTAL SOURCES AND REVENUES	\$ 5,865,311	\$ 4,173,660	\$ 10,038,971	\$ 5,460,711	\$ 121,624,550	\$ 375,388,519	\$ 236,200	\$ 512,748,951	\$ 477,143,272	7.5%
Expenses										
Salaries & Benefits	\$ 20,467,617	\$ 3,534,485	\$ 24,002,102	\$ 2,443,623	\$ 59,275,331	\$ 213,989,573	\$ -	\$ 299,710,629	\$ 283,924,618	5.6%
Consulting & Contractual Services	8,997,813	311,500	9,309,313	598,000	14,014,441	9,556,520	-	33,478,274	31,010,886	8.0%
Materials & Supplies	347,550	11,200	358,750	\$35,000	6,965,158	20,082,463	-	27,441,371	24,151,606	13.6%
Chemicals	-	-	-	-	6,797,206	-	-	6,797,206	5,881,666	15.6%
Building Costs/Rent & Utilities	2,182,235	158,510	2,340,745	298,280	17,146,190	8,032,007	(294,046)	27,523,176	26,028,505	5.7%
Printing	262,650	49,000	311,650	77,000	69,100	145,000	-	602,750	531,900	13.3%
Travel	402,000	83,900	485,900	43,000	287,125	38,500	-	854,525	979,948	-12.8%
Insurance	25,500	-	25,500	115,000	-	5,715,150	-	5,855,650	3,636,657	61.0%
Transit Programs	-	-	-	-	-	74,611,396	-	74,611,396	71,825,238	3.9%
Operating Capital	146,595	21,248	167,843	23,136	6,510,830	867,319	872,200	8,441,328	6,822,893	23.7%
Other Operating Expenses	596,300	39,500	635,800	1,327,000	1,042,565	33,176,078	-	36,181,443	27,270,720	32.7%
Total Expenses	\$ 33,428,260	\$ 4,209,343	\$ 37,637,603	\$ 4,960,039	\$ 112,107,946	\$ 366,214,006	\$ 578,154	\$ 521,497,748	\$ 482,064,637	8.2%
Other Uses										
Interdivisional Expense Allocation	\$ (25,927,057)	\$ -	\$ (25,927,057)	\$ -	\$ 10,532,222	15,394,835	\$ -	\$ -	\$ -	N/A
A-87 Charges	(1,460,000)	-	(1,460,000)	635,000	-	825,000	-	-	-	N/A
Planning Expense Chargeback	(275,892)	(35,683)	(311,575)	-	589,232	208,343	(486,000)	-	-	N/A
MVET Transfers in	-	-	-	-	-	(7,232,515)	-	(7,232,515)	-	N/A
Transfers From (To) Other Funds	100,000	-	100,000	-	(153,850)	(21,150)	75,000	-	-	N/A
Water Supply Transfer to MCES	451,000	-	451,000	-	(451,000)	-	-	-	-	N/A
Total Other Uses	\$ (27,111,949)	\$ (35,683)	\$ (27,147,632)	\$ 635,000	\$ 10,516,604	\$ 9,174,513	\$ (411,000)	\$ (7,232,515)	\$ -	-100.0%
Total Expenses and Other Uses	\$ 6,316,311	\$ 4,173,660	\$ 10,489,971	\$ 5,595,039	\$ 122,624,550	\$ 375,388,519	\$ 167,154	\$ 514,265,233	\$ 482,064,637	6.7%
Change in fund Balance	\$ (451,000)	\$ -	\$ (451,000)	\$ (134,328)	\$ (1,000,000)	\$ -	\$ 69,046	\$ (1,516,282)	\$ (4,921,365)	-69.2%

**METROPOLITAN COUNCIL
PROPOSED SUMMARY BUDGET
TRANSPORTATION DIVISION OPERATIONS 2009**

TABLE 3a

	Metropolitan Transportation Services				Metro Transit				2009 Division Operating Total
	Metro Mobility	Suburban Transit Providers	Planning and Transit Services	Metropolitan Transportation Services Total	Bus	Light Rail	Northstar	Metro Transit Total	
Revenues									
State Revenues									
Motor Vehicle Sales Taxes	\$ 3,879,816	\$ 23,206,474	\$ 10,363,300	\$ 37,449,590	\$ 72,995,862	\$ 521,524	\$ -	\$ 73,517,386	\$ 110,966,976
State Appropriation - Base	23,557,210	1,850,000	3,754,441	29,161,651	43,942,471	6,956,075	4,521,290	55,419,836	84,581,487
Total State Revenues	\$ 27,437,026	\$ 25,056,474	\$ 14,117,741	\$ 66,611,241	\$ 116,938,333	\$ 7,477,599	\$ 4,521,290	\$ 128,937,222	\$ 195,548,463
Other Revenues									
Federal Revenues	4,250,000	-	6,105,218	10,355,218	21,884,742	79,803	-	21,964,545	32,319,763
Local Revenues	-	-	878,571	878,571	30,783,000	7,477,598	4,521,289	42,781,887	43,660,458
Investment Earnings	215,000	-	-	215,000	-	-	-	-	215,000
Other Revenues	-	-	-	-	1,442,263	120,000	-	1,562,263	1,562,263
Fares - Base	1,880,814	-	1,123,255	3,004,069	81,361,641	9,076,000	151,386	90,589,027	93,593,096
Contract & Special Event Revenue	2,895,476	-	-	2,895,476	4,385,000	1,209,000	-	5,594,000	8,489,476
Total Revenues	\$ 36,678,316	\$ 25,056,474	\$ 22,224,785	\$ 83,959,575	\$ 256,794,979	\$ 25,440,000	\$ 9,193,965	\$ 291,428,944	\$ 375,388,519
Expenses									
Salaries & Benefits	\$ 1,032,382	\$ -	\$ 2,743,538	\$ 3,775,920	\$ 194,910,516	\$ 13,322,971	\$ 1,980,166	\$ 210,213,653	\$ 213,989,573
Consulting & Contractual Services	260,000	-	215,000	475,000	6,602,648	606,391	1,872,481	9,081,520	9,556,520
Materials & Supplies	4,996,050	-	948,485	5,944,535	12,336,728	1,542,807	258,393	14,137,928	20,082,463
Rent & Utilities	113,164	-	208,754	321,918	4,973,226	2,455,367	281,496	7,710,089	8,032,007
Printing	48,000	-	97,000	145,000	-	-	-	-	145,000
Travel	-	-	38,500	38,500	-	-	-	-	38,500
Insurance	-	-	-	-	2,156,554	558,596	3,000,000	5,715,150	5,715,150
Transit Programs	31,789,823	25,056,474	17,765,099	74,611,396	-	-	-	-	74,611,396
Operating Capital	15,224	-	25,497	40,721	826,598	-	-	826,598	867,319
Other Operating Expenses	56,700	-	85,000	141,700	25,301,614	5,931,335	1,801,429	33,034,378	33,176,078
Total Expenses	\$ 38,311,343	\$ 25,056,474	\$ 22,126,873	\$ 85,494,690	\$ 247,107,884	\$ 24,417,467	\$ 9,193,965	\$ 280,719,316	\$ 366,214,006
Other Sources & Uses									
Interdivisional Expense Alloc-MT & LRT	\$ -	\$ -	\$ -	\$ -	\$ 14,372,302	\$ 1,022,533	\$ -	\$ 15,394,835	\$ 15,394,835
A-87- Metropolitan Transportation Services	-	-	825,000	825,000	-	-	-	-	825,000
Planning Chargeback Expense	-	-	114,989	114,989	93,354	-	-	93,354	208,343
MVET Transfers	(1,611,877)	-	(609,617)	(2,221,494)	(5,011,021)	-	-	(5,011,021)	(7,232,515)
Transfers To (From) Other Funds	(21,150)	-	(232,460)	(253,610)	232,460	-	-	232,460	(21,150)
Total Other Sources & Uses	\$ (1,633,027)	\$ -	\$ 97,912	\$ (1,535,115)	\$ 9,687,095	\$ 1,022,533	\$ -	\$ 10,709,628	\$ 9,174,513
Total Expenses and Other Uses	\$ 36,678,316	\$ 25,056,474	\$ 22,224,785	\$ 83,959,575	\$ 256,794,979	\$ 25,440,000	\$ 9,193,965	\$ 291,428,944	\$ 375,388,519
Change in fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**METROPOLITAN COUNCIL
PROPOSED SUMMARY BUDGET
PASSTHROUGH GRANTS AND LOANS 2009**

TABLE 4

	<u>Livable Communities</u>							2009 Total Passthrough Grants and Loans	2008 Adopted Budget	Change
	Metro HRA	Parks O&M	Demonstration Account	Tax Base Revitalization Account	Local Housing Incentives Account	Planning Assistance	Highway Right- of-Way			
Revenues										
Certified Levies	\$ -	\$ -	\$ 8,184,070	\$ 5,000,000	\$ -	\$ -	\$ 3,426,923	\$ 16,610,993	\$ 16,482,360	0.8%
Property Tax Transfer from General Operations	-	-	-	-	1,000,000	-	-	\$ 1,000,000	1,000,000	0.0%
Less: Market Value Credit Reduction	-	-	(306,903)	-	-	-	(128,509)	\$ (435,412)	(430,589)	1.1%
Less: Estimated Uncollectible	-	-	(122,761)	-	-	-	(51,404)	\$ (174,165)	(172,235)	1.1%
Net Property Tax Paid by Taxpayers	\$ -	\$ -	\$ 7,754,406	\$ 5,000,000	\$ 1,000,000	\$ -	\$ 3,247,010	\$ 17,001,416	\$ 16,879,536	0.7%
Federal Revenues (HUD Housing Assistance)	51,279,927	-	-	-	-	-	-	\$ 51,279,927	50,802,055	0.9%
State HACA/Market Value Credit	-	-	306,903	-	-	-	128,509	\$ 435,412	430,589	1.1%
State Housing Assistance (MHFA)	1,555,000	-	-	-	-	-	-	\$ 1,555,000	1,215,720	27.9%
State Appropriations	-	8,620,000	-	-	-	-	-	\$ 8,620,000	8,630,000	-0.1%
Local Intergovernmental HRA	-	-	-	-	-	-	-	\$ -	3,294,600	100.0%
Investment Earnings	-	-	1,000,000	500,000	100,000	50,000	75,000	\$ 1,725,000	780,000	121.2%
Total Revenues	\$ 52,834,927	\$ 8,620,000	\$ 9,061,309	\$ 5,500,000	\$ 1,100,000	\$ 50,000	\$ 3,450,519	\$ 80,616,755	\$ 82,032,500	-1.7%
Other Sources										
Transfer to Local Housing Incentives Account	-	-	(500,000)	-	500,000	-	-	-	-	-100.0%
Total Revenues and Sources	\$ 52,834,927	\$ 8,620,000	\$ 8,561,309	\$ 5,500,000	\$ 1,600,000	\$ 50,000	\$ 3,450,519	\$ 80,616,755	\$ 82,032,500	-1.7%
Expenses										
Passthrough Grants	\$ 52,834,927	\$ 8,620,000	\$ 8,600,000	\$ 6,600,000	\$ 1,600,000	\$ -	\$ -	\$ 78,254,927	\$ 80,792,375	-3.1%
Total Expenses	\$ 52,834,927	\$ 8,620,000	\$ 8,600,000	\$ 6,600,000	\$ 1,600,000	\$ -	\$ -	\$ 78,254,927	\$ 80,792,375	-3.1%
Change in fund Balance	\$ -	\$ -	\$ (38,691)	\$ (1,100,000)	\$ -	\$ 50,000	\$ 3,450,519	\$ 2,361,828	\$ 1,240,125	90.5%

Loan Activity

Loans Outstanding Beginning of Year	\$ 41,799,169
Loan Repayments	4,000,000
New Loans	-
Loans Outstanding End of Year	<u>\$ 45,799,169</u>

**METROPOLITAN COUNCIL
PROPOSED SUMMARY BUDGET
DEBT SERVICE 2009**

TABLE 5

	Parks and Open Space	Transit	Environmental Services	2009 Total Debt Service	2008 Adopted Budget	Change
<u>Revenues</u>						
Certified Levies	\$ 7,536,000	\$ 39,438,531	\$ -	\$ 46,974,531	\$ 46,005,288	2.1%
Less: Market Value Credit Reduction	(282,600)	(1,478,945)	-	(1,761,545)	(1,725,198)	2.1%
Less: Estimated Uncollectible	(113,040)	(591,578)	-	(704,618)	(690,080)	2.1%
Net Property Tax Paid by Taxpayers	\$ 7,140,360	\$ 37,368,008	\$ -	\$ 44,508,368	\$ 43,590,010	2.1%
State HACA/Mkt Value Credit	282,600	1,478,945	-	1,761,545	1,725,198	2.1%
Municipal Wastewater Charges	-	-	53,720,000	53,720,000	48,940,000	9.8%
Investment Earnings	120,000	180,000	-	300,000	300,000	0.0%
Total Revenues and Sources	\$ 7,542,960	\$ 39,026,953	\$ 53,720,000	\$ 100,289,913	\$ 94,555,208	6.1%
<u>Other Sources</u>						
SAC Transfers	-	-	36,960,000	36,960,000	37,052,000	-0.2%
Total Revenues and Sources	\$ 7,542,960	\$ 39,026,953	\$ 90,680,000	\$ 137,249,913	\$ 131,607,208	4.3%
<u>Expenses</u>						
Principal Repayment	\$ 6,635,000	\$ 33,150,000	\$ -	\$ 39,785,000	\$ 42,680,000	-6.8%
Principal Refunding	-	11,175,000	-	11,175,000	-	-100.0%
Current Value Credits	-	-	214,785	214,785	228,555	-6.0%
Transfer to Sewer Bond Fund (Bond Repayment)	-	-	90,465,215	90,465,215	85,763,445	5.5%
Interest Expense/Fiscal Charges	511,325	8,428,754	-	8,940,079	8,243,092	8.5%
Total Expenses	\$ 7,146,325	\$ 52,753,754	\$ 90,680,000	\$ 150,580,079	\$ 136,915,092	10.0%
<u>Other Uses</u>						
Transfer to Other Funds	-	-	-	-	-	N\A
Total Expenses and Other Uses	\$ 7,146,325	\$ 52,753,754	\$ 90,680,000	\$ 150,580,079	\$ 136,915,092	10.0%
Change in fund Balance	\$ 396,635	\$ (13,726,801)	\$ -	\$ (13,330,166)	\$ (5,307,884)	151.1%

**METROPOLITAN COUNCIL
PROPOSED LEVIES AND LEVY LIMITS
COLLECTABLE IN 2005, 2006, 2007, 2008 and 2009**

TABLE 6

						2008-2009 Change	
	2005	2006	2007	2008	2009	Amount	Percent
Non Debt Levies							
General							
General Purposes	\$ 9,300,000	\$ 9,300,000	\$ 9,300,000	\$ 9,300,000	\$ 9,300,000	\$ -	0.0%
Transfer to Livable Communities	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	-	0.0%
Total General	\$ 10,300,000	\$ 10,300,000	\$ 10,300,000	\$ 10,300,000	\$ 10,300,000	\$ -	0.0%
Highway Right-of-Way	\$ 2,803,379	\$ -	\$ 3,162,756	\$ 3,298,290	\$ 3,426,923	\$ 128,633	3.9%
Livable Communities							
Tax Base Revitalization-Fiscal Disparities	\$ 5,000,000	\$ 5,000,000	\$ 5,000,000	\$ 5,000,000	\$ 5,000,000	\$ -	0.0%
Demonstration Account	8,184,070	8,184,070	7,184,070	8,184,070	8,184,070	-	0.0%
Total Livable Communities	\$ 13,184,070	\$ 13,184,070	\$ 12,184,070	\$ 13,184,070	\$ 13,184,070	\$ -	0.0%
Total Non Debt Levies	\$ 26,287,449	\$ 23,484,070	\$ 25,646,826	\$ 26,782,360	\$ 26,910,993	\$ 128,633	0.5%
Debt Service Levies							
Transit Tax Anticipation Certificate	\$ -	\$ 8,445,249	\$ -	\$ -	\$ -	\$ -	N\A
Solid Waste Debt Service	-	-	-	-	-	-	N\A
Parks Debt Service	7,685,863	7,774,891	7,861,636	7,461,728	7,536,000	74,272	1.0%
Transit Debt Service ¹	36,259,610	31,232,220	37,144,291	38,543,560	39,438,531	894,971	2.3%
Radio Debt Service	414,971	417,942	414,225	-	-	-	N\A
Total Debt Service Levies	\$ 44,360,444	\$ 47,870,302	\$ 45,420,152	\$ 46,005,288	\$ 46,974,531	\$ 969,243	2.1%
Total Levies	\$ 70,647,893	\$ 71,354,372	\$ 71,066,978	\$ 72,787,648	\$ 73,885,524	\$ 1,097,876	1.5%

1 Includes \$370,000 Levy per agreement with the City of Lakeville and assumes bond issue of \$42 million in early 2007

Total by Transit and Other Levies

Transit Levies	\$ 36,259,610	\$ 39,677,469	\$ 37,144,291	\$ 38,543,560	\$ 39,438,531	\$ 894,971	2.3%
Other Levies	34,388,283	31,676,903	33,922,687	34,244,088	34,446,993	202,905	0.6%

Statutory Levy Limits

General Operations	\$ 10,522,329	\$ 11,056,611	\$ 11,766,302	\$ 12,270,523	\$ 13,030,596	\$ 760,073	6.2%
Highway ROW	2,828,379	2,971,993	3,162,756	3,298,290	3,502,596	204,306	6.2%
Livable Comm. Fiscal Disparity	5,000,000	5,000,000	5,000,000	5,000,000	5,000,000	-	0.0%
Livable Comm. Demonstration Acct	8,259,070	8,678,433	9,235,476	9,631,244	10,227,832	596,588	6.2%

METROPOLITAN COUNCIL
STAFF COMPLEMENT IN FTE'S

TABLE 7

	<u>Adopted 2006</u>	<u>Adopted 2007</u>	<u>Adopted 2008</u>	<u>Proposed 2009</u>
<u>REGIONAL ADMINISTRATION</u>				
Council and Chair's Office	1.00	1.00	1.00	1.00
Regional Administrator's Office	3.00	3.00	3.00	3.00
Budget and Evaluation	3.00	3.00	3.00	3.00
Diversity	7.20	7.20	7.20	7.20
Human Resources	33.25	33.25	33.25	33.25
Government Affairs	4.00	4.00	4.00	4.00
Internal Audit	5.00	5.00	5.00	5.00
Risk Management	12.00	13.00	13.00	13.00
Communications and Data Center	16.50	16.50	16.00	16.00
Legal	9.00	9.00	9.00	9.00
Fiscal Services	23.60	24.60	31.60	32.60
Information Services	66.15	64.15	64.15	64.15
Central Services	2.00	2.00	4.00	3.00
Purchasing	12.80	12.80	11.80	11.80
GIS				10.35
Total Regional Administration	198.50	198.50	206.00	216.35
<u>COMMUNITY DEVELOPMENT</u>				
Division Director Office	6.00	7.00	6.00	5.00
Local Planning Assistance	10.75	11.45	12.25	12.15
Livable Communities	5.50	5.80	6.00	6.00
Parks	1.00	2.00	2.00	2.00
RSP & Growth Strategy	4.00	2.00	4.00	4.00
GIS	12.35	11.35	11.35	
Research	10.00	8.00	7.00	8.00
FAHP	1.80	0.80	0.80	0.80
HRA	33.00	34.00	34.00	34.10
Total Community Development	84.40	82.40	83.40	72.05
Total Regional Admin. & Community Dev.	282.90	280.90	289.40	288.40
<u>ENVIRONMENTAL SERVICES DIVISION</u>				
General Manager's Office	15.50	18.00	18.00	18.00
Interceptor	78.70	78.80	78.50	78.50
Technical Services	77.90	78.00	81.00	81.00
Treatment Services	404.10	400.20	398.50	398.50
Environmental Quality Assurance	119.80	119.00	119.00	119.00
Total Environmental Services	696.00	694.00	695.00	695.00
<u>TRANSPORTATION DIVISION</u>				
Transportation Planning	18.00	21.00	19.00	20.00
Regular Route	5.00	6.00	8.00	8.00
Rural/Small Urban Route	1.00	1.00	1.00	1.00
Metro Mobility	13.00	12.00	12.00	12.00
Commuter Service	-	-	-	-
Total MTS	37.00	40.00	40.00	41.00
Metro Transit				
Drivers	1430.10	1376.00	1389.00	1407.00
Mechanics	465.60	463.80	474.80	478.00
Administration-General	270.70	282.20	290.90	288.20
Administration-Clerical	209.30	205.10	201.00	202.10
Administration-Police	48.20	77.00	74.40	82.00
Light Rail-Hiawatha	153.00	158.30	168.20	181.00
Central Corridor Project	-	-	39.90	44.50
Northstar Project	-	-	5.80	56.00
Total Metro Transit	2576.90	2562.40	2644.00	2738.80
Total Transportation Division	2613.90	2602.40	2684.00	2779.80
TOTAL FTE' S	3592.80	3577.30	3668.40	3763.20

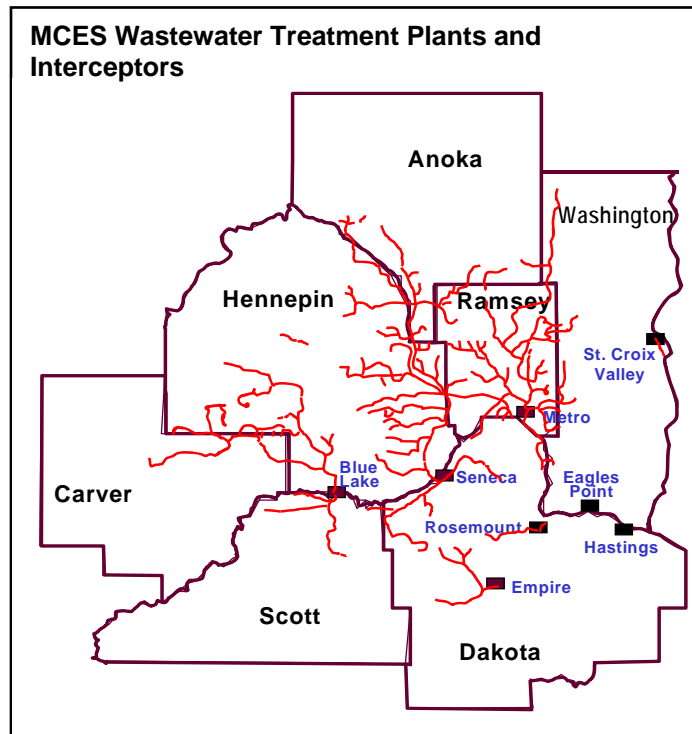
**METROPOLITAN COUNCIL
SUMMARY BUDGET
ENVIRONMENTAL SERVICES DIVISION
2009**

	Operations	Debt Service	Division Total
<u>Revenues</u>			
Municipal Wastewater Charges	\$ 108,703,000	\$ 52,619,000	\$ 161,322,000
Industrial Waste Charges	9,996,550	-	9,996,550
State Revenues	-	-	-
Investment Earnings	2,200,000	-	2,200,000
Other Revenue	725,000	-	725,000
Total Revenues	\$ 121,624,550	\$ 52,619,000	\$ 174,243,550
SAC Transfers	-	37,860,000	37,860,000
Total Revenues and Other Sources	\$ 121,624,550	\$ 90,479,000	\$ 212,103,550
<u>Expenses</u>			
Salaries & Benefits	\$ 59,275,331	\$ -	59,275,331
Consulting & Contractual Services	14,014,441	-	14,014,441
Materials & Supplies	6,965,158	-	6,965,158
Chemicals	6,797,206	-	6,797,206
Utilities	17,146,190	-	17,146,190
Printing	69,100	-	69,100
Other Operating Expenses	1,042,565	-	1,042,565
Capital Outlay, IS Projects	1,510,830	-	1,510,830
Travel & Professional Development	287,125	-	287,125
Capital Projects	5,000,000	-	5,000,000
Debt Service	-	90,479,000	90,479,000
Total Expenses	\$ 112,107,946	\$ 90,479,000	\$ 202,586,946
<u>Other Uses</u>			
Interdivisional Expense Allocation-MCES	\$ 10,532,222	\$ -	\$ 10,532,222
Planning Chargeback Expense-Referrals	103,232	-	103,232
Operating Capital Chargeback	486,000	-	486,000
Total Council Allocated	\$ 11,121,454	\$ -	\$ 11,121,454
Transfer from General Fund	(153,850)	-	(153,850)
Water Supply Transfer to MCES	(\$451,000)	-	(451,000)
Total Other Uses	\$ 10,516,604	\$ -	\$ 10,516,604
Total Expenses and Other Uses	\$ 122,624,550	\$ 90,479,000	\$ 213,103,550
Change in fund Balance	\$ (1,000,000)	\$ -	\$ (1,000,000)

Metropolitan Council 2009 Summary Budget Environmental Services Division

MISSION: The mission of Metropolitan Council Environmental Services (MCES) is to provide wastewater services that protect the public health and environment while supporting regional growth.

PROFILE: MCES is an operating division of the Metropolitan Council that:



- Owns and maintains approximately 600 miles of regional sewers that collect flow from 5,000 miles of sewers owned by over 100 communities,
- Treats approximately 255 million gallons of wastewater daily at eight regional treatment plants,
- Continues to achieve near-perfect compliance with federal and state clean water standards,
- Maintains wastewater service rates consistently below the national average,
- Works with approximately 800 industrial clients to substantially reduce the amount of pollution entering our wastewater collection system,

- Monitors and analyzes water resources in the region,
- Provides water supply analysis and planning for the region,
- Ensures sufficient sewer capacity exists to serve planned development, and
- Makes capital investments to preserve water quality in the region,

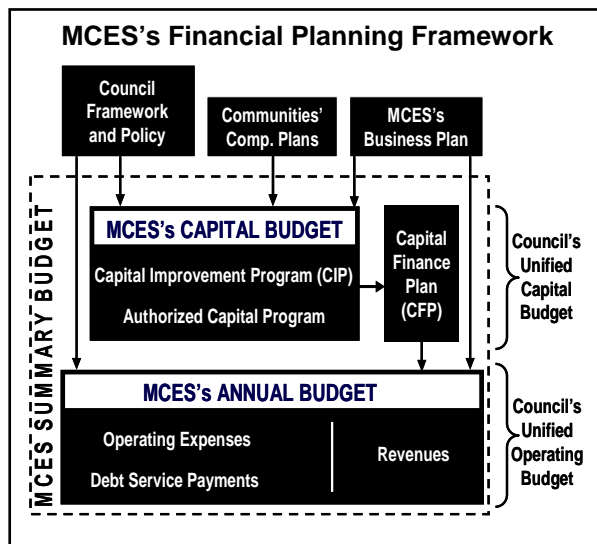
***Metropolitan Council 2009 Summary Budget
Environmental Services Division***

MCES's FINANCIAL PLANNING AND ANALYSIS

The *Regional Framework*, *Water Resources Management Policy Plan*, and the MCES Strategic Business Plan lay the foundation for MCES's planning process and are reflected in the capital and operating budgets.

The Division's financial planning framework (below) shows the linkage between policy, technical plans, financial plans, and MCES finances.

MCES's integrated financial plan information is presented in four parts. They are as follows:



- **Summary Budget**, which summarizes all the financial planning information of the Division,
- **Capital Budget**, including the Authorized Capital Program and the Capital Improvement Program (CIP), presents the annual and long-term infrastructure costs for the organization,
- **Annual Budget**, includes the detailed annual operating budget, debt service payments, revenues and a forecast of future budgets and municipal wastewater rates, and
- **Capital Finance Plan (CFP)**, which describes the plan to raise the capital required to perform the CIP projects.

The Summary Budget document contains executive summaries of the other three documents. It is available on the Environment section of the Council's Web site (www.metrocouncil.org). The Summary Budget is also available in hard copy from the Council's data center at (651) 602-1140.

The process used to develop the 2009 Annual Budget included interaction with the MCES management team, regional administration staff and municipal and industrial customers. A draft, high level budget was prepared in the spring of 2008 by budget staff. This effort incorporated responses requested from program managers regarding significant anticipated changes and proposed initiatives, as well as input from our municipal and industrial customers received at three budget planning meetings held in June. The result is financial planning that incorporates funding for new and existing programs essential to the short-, mid- and long-term goals of the Council, MCES and our customers. The draft budget was used to establish the 2009 municipal wastewater revenue requirement. After approval of the 2009 wastewater revenue goal by the Council, MCES community customers were notified in August of their individual 2009 charges. This approach allows them time to plan their wastewater rates and budgets. The final, detailed 2009 budget proposal was completed in September 2008.

Metropolitan Council 2009 Summary Budget Environmental Services Division

2009 Budget Planning

The 2009 Annual Budget focuses on meeting the objectives and expected outcomes that align with the Council and MCES's strategic goals.

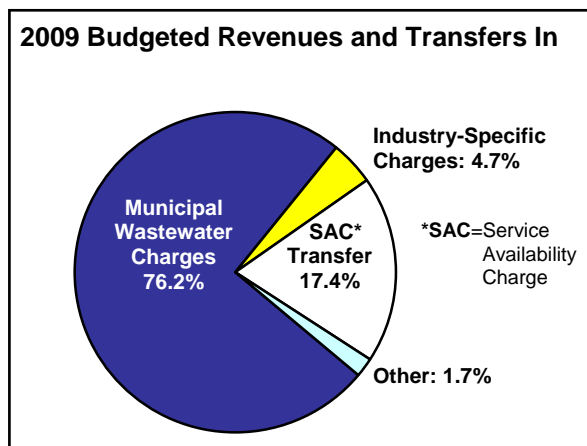
The following considerations were the top priorities during the planning of the 2009 budget.

- Meeting regulatory requirements.
- Retaining competitive rates and charges.
- Meeting customer expectations for quality and level of service.
- Fully funding the current cost of all programs.
- Increasing direct funding of capital projects (pay-as-you-go) in the rate base to constrain increases in debt service.

Meeting current and future regulatory requirements continues to be the top priority for MCES. The near-perfect record of compliance is a commendable achievement, but it carries an inherent challenge: regulatory changes that cause additional capital and operating expenses. To meet these future challenges, MCES is committed to achieving the highest level of quality possible with the resources available and preserving its outstanding record of compliance with regulatory requirements while providing cost-effective service. MCES is committed to providing the wastewater infrastructure necessary to meet the needs of a changing metropolitan area and helping the region to be a good place to work, raise a family and grow a business.

MCES's Revenues

MCES is a user-fee-based organization, which is run as an enterprise. The Council's rate setting philosophy is that user classes should pay the "cost of service." Revenues include the municipal wastewater charge (based on volume), industry-specific charges (based on service provided); service availability charges (SAC) (based on capacity demand) and miscellaneous revenues. The graphic on the left depicts the percentages of the 2009 budgeted revenue that is derived from each source.



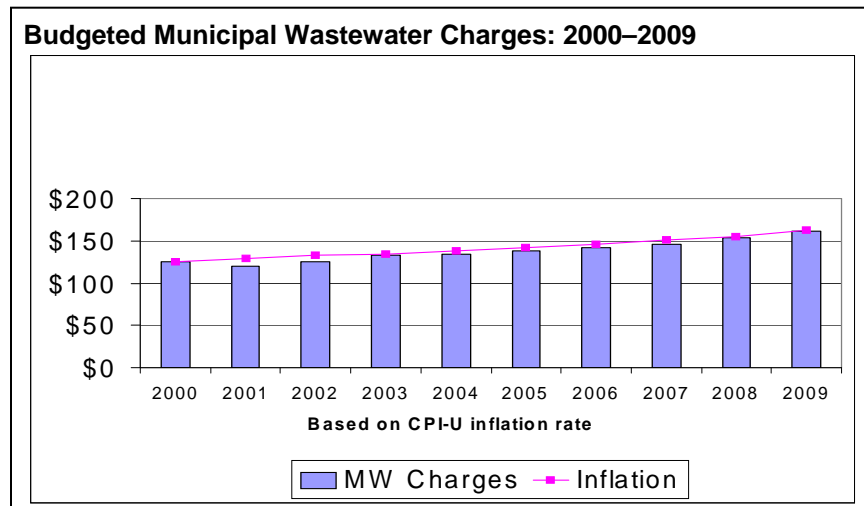
Municipal Wastewater Charges (MWC)—Communities pay MCES for the flow entering the regional wastewater system. Municipal

wastewater charges pay for the conveyance and treatment of wastewater. Each community pays at the same rate for wastewater services. The revenue generated by the municipal wastewater charges is expected to account for 76.2 percent of MCES's projected total operating revenues and sources for the year 2009.

Impact of Changes in System Flow. Despite thousands of new connections each year, the system has not experienced a corresponding increase in overall total flow. "Flow years" are the twelve months ending June 30 of each year. As recently as the 2003 flow year, the measured flow was 102.2 billion gallons (bg). Actual flow was 92.1 bg for the 2009 flow year which is used for 2009 billing.

Metropolitan Council 2009 Summary Budget Environmental Services Division

As a consequence of fluctuating flow, the rate (budgeted revenue divided by flow) of charge to customers per million gallons can rise or fall, even though the total revenues to MCES increase only modestly.



2009 MWC revenue is budgeted to increase 4.9 percent.

A 10-year history of budgeted charges is shown in the accompanying bar graph.

Service Availability Charges (SAC)—Communities pay MCES for additional capacity demanded by new development or increased industrial or commercial use. Communities collect these one-time SAC fees from property owners at the time of development. Generally, one SAC unit equals 274 gallons of potential daily wastewater flow capacity. A freestanding single-family residence is charged one SAC unit. Each community pays the same rate for SAC. The 2009 basic SAC rate is \$2,000 per residence or equivalent unit.

The SAC revenue is intended to pay the average cost of growth in the system and is used to finance the reserved capacity portion of the capital costs in the wastewater system. The transfer from SAC fees represents 17.4 percent of MCES's budgeted revenue for 2009.

Industry-Specific Charges—Industries pay MCES directly for a variety of charges that are targeted to specific customer services. The following charges/fees are included:

- 1) Industrial strength charges
- 2) Liquid waste hauler load charges
- 3) Industrial discharge and permit fees
- 4) Add-on service charges
- 5) Enforcement fees (e.g., Self-monitoring report late fees)
- 6) Stipulation agreement payments
- 7) Cost recovery fees

These charges are described in detail and the most recent rates are listed on the Council's Web site at: www.metrocouncil.org/environment/Rates&Billing/RatesCharges

The industrial strength charge provides the majority of the revenue from the industry-specific charges. It covers the higher treatment costs of that industrial wastewater which has more pollutants than typical domestic wastewater. The revenue anticipated from all the industry-specific charges is 4.7 percent of MCES's 2009 revenues. Industries also pay volume charges and SAC to their cities.

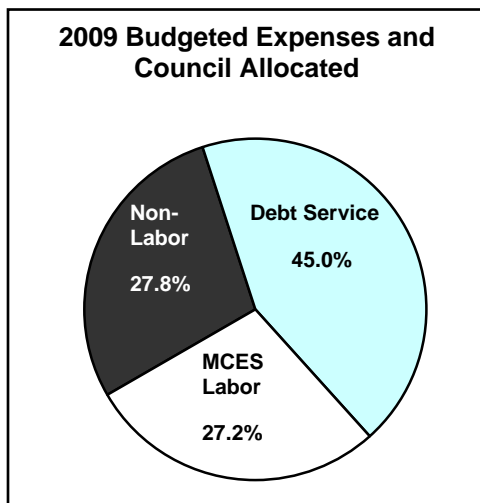
Metropolitan Council 2009 Summary Budget Environmental Services Division

Other Revenue—the remaining 1.7 percent of MCES’s 2009 budgeted revenue comes from other sources. This includes revenue from interest earnings, water planning study funds from other Council funds, a state contract, and miscellaneous revenues.

Inflow and Infiltration (I&I) Surcharges—beginning in 2007, MCES charges those communities that have excessive I&I a surcharge in addition to the municipal wastewater charge. To date, communities have received credits for spending their own funds and have not paid surcharges to MCES. Surcharge funds, if collected will be set aside either for rebates to the communities as they do I&I mitigation, or for use by MCES to provide the demanded capacity. MCES will not use these funds for work on the regional system before 2015. The I&I funds are not included in this budget, which reflects MCES’s general operations only.

MCES’s Expenses

MCES’s expenses are categorized in one of three areas: labor expenses, non-labor expenses and debt service expenses. Of the three, debt service is the largest. The graphic on the left depicts the



percentages that each of the expense areas makes up of the total costs.

MCES’s Labor—in 1998, there were 984 budgeted FTEs (full time equivalent employees in the Division). An aggressive budget reduction plan begun in 1998 continues, resulting in a level of 695 FTE’s for 2009. In 2009, staff (labor) expenses account for 27.8 percent of total expenses.

Non-Labor Expenses—Included in the non-labor expense category are continuing operation expenses and interdivisional expenses. Continuing operational expenses include items such as utilities, materials and supplies, contracted services and security. The

interdivisional expenses are for services shared with other Council divisions (e.g. Information systems and Human Resources departments) and are a little over one-fourth of the non-labor portion of expenses. In 2009, non-labor expenses account for 27.8 percent of total expenses.

Debt Service —Debt service needs are forecast each year as an element of the Capital Finance Plan (CFP), which is based on the projected capital budget outlined in the Capital Improvement Program (CIP). The 2009 annual budget for ES includes \$5 million to directly pay for capital projects (Pay-As-You-Go). This eliminates needed financing in the amount of \$5 million. The CIP details the Division’s capital projects and the associated cash flow requirements. The CFP combines this information with pay-as-you-go funds available, interest rate assumptions, current debt obligations and debt leveling requirements to form a debt service forecast. In 2009, debt service costs account for 45.0 percent of the budget. Debt service is included in the MCES Annual Budget because it is funded by wastewater revenues, as required by state statute. However, it is not considered an operating expense in the Unified Operating Budget.

***Metropolitan Council 2009 Summary Budget
Environmental Services Division***

SUMMARY

Summary of Rates, Revenues and Expenses—the following table shows MCES rates, revenues and expenses for the years 2007–2009.

MCES Revenue: 2007–2009 (Revenues in 000)			
	2007 Actual	2008 Budget*	2009 Budget
Flow (bg)	95.6	90.7	92.1
X Rate (per million gallons)	\$1,526.60	\$1,696.25	\$1,790.68
Municipal Wastewater Charges	\$ 146,151	\$ 153,840	\$ 161,322
SAC Transfer	34,561	38,733	37,860
Industry-Specific Charges	9,951	9,225	9,997
Other Sources	3,933	4,706	3,530
Total Revenue & Other Sources	\$ 194,596	\$ 206,504	\$ 212,709
MCES Expenses: 2007–2009 (Expenses in 000)			
	2007 Actual	2008 Budget*	2009 Budget
Total MCES Labor	\$ 55,130	\$ 58,706	\$ 59,275
Total Non-Labor	50,859	58,008	58,504
Debt Service	81,782	87,140	90,479
Pay-As-You-Go	1,000	3,000	5,000
Water Supply Planning	826	650	451
Total Expenses	\$ 189,597	\$ 207,504	\$ 213,709
Surplus (Deficit)	\$ 4,999	\$ (1,000)	\$ (1,000)

*As amended July, 2008

**METROPOLITAN COUNCIL
SUMMARY BUDGET-BY FUND TYPE
TRANSPORTATION DIVISION
2009**

	Governmental Fund Types						Proprietary Fund Types					Passthrough		Memo Total	
	Special Revenue Funds						Enterprise Fund				Division Operating Total	Transit Debt Service Funds	Hwy Right-of-way Program		
	Metro Mobility Operations	Transportation Planning & TDM Activity	Suburban Transit Providers	Community Based Transit	Regular Route	Subtotal Special Rev	Metro Transit Bus	Metro Transit LRT	Metro Transit Northstar	Metro Transit Total					
Revenues															
State Revenues															
Motor Vehicle Sales Taxes	\$ 3,879,816	\$ -	\$ 23,206,474	\$ 2,180,544	\$ 8,182,756	\$ 37,449,590	\$ 72,995,862	\$ 521,524	\$ -	\$ 73,517,386	\$ 110,966,976	\$ -	\$ -	\$ 128,509	\$ 110,966,976
State Market Value Credit Aid	-	-	-	-	-	-	-	-	-	-	-	1,478,945	-	-	1,607,454
State Appropriation - Base	23,557,210	732,542	1,850,000	981,079	2,040,820	29,161,651	\$43,942,471	6,956,075	4,521,290	\$55,419,836	84,581,487	-	-	-	84,581,487
State General Fund Appropriation-Supplement	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total State Revenues	\$ 27,437,026	\$ 732,542	\$ 25,056,474	\$ 3,161,623	\$ 10,223,576	\$ 66,611,241	\$ 116,938,333	\$ 7,477,599	\$ 4,521,290	\$ 128,937,222	\$ 195,548,463	\$ 1,478,945	\$ 128,509	\$ 197,155,917	
Other Revenues															
Property Taxes	-	-	-	-	-	-	-	-	-	-	-	37,368,008	-	3,247,010	40,615,018
Federal Revenues	4,250,000	2,304,614	-	44,402	3,756,202	10,355,218	21,884,742	79,803	-	21,964,545	32,319,763	-	-	-	32,319,763
Local Revenues	-	104,499	-	-	774,072	878,571	30,783,000	7,477,598	4,521,289	42,781,887	43,660,458	-	-	-	43,660,458
Investment Earnings	215,000	-	-	-	-	215,000	-	-	-	-	215,000	180,000	-	75,000	470,000
Other Revenues	-	-	-	-	-	-	1,442,263	120,000	-	1,562,263	1,562,263	-	-	-	1,562,263
Fares - Base	1,880,814	-	-	-	1,123,255	3,004,069	81,361,641	9,076,000	151,386	90,589,027	93,593,096	-	-	-	93,593,096
Fares - Expansion	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Contract & Special Event Revenue	2,895,476	-	-	-	-	2,895,476	4,385,000	1,209,000	-	5,594,000	8,489,476	-	-	-	8,489,476
Total Revenues	\$ 36,678,316	\$ 3,141,655	\$ 25,056,474	\$ 3,206,025	\$ 15,877,105	\$ 83,959,575	\$ 256,794,979	\$ 25,440,000	\$ 9,193,965	\$ 291,428,944	\$ 375,388,519	\$ 39,026,953	\$ 3,450,519	\$ 417,865,991	
Expenses															
Salaries & Benefits	\$ 1,032,382	\$ 1,933,749	\$ -	\$ 82,557	\$ 727,232	\$ 3,775,920	\$ 194,910,516	\$ 13,322,971	\$ 1,980,166	\$ 210,213,653	\$ 213,989,573	\$ -	\$ -	\$ -	\$ 213,989,573
Consulting & Contractual Services	260,000	195,000	-	-	20,000	475,000	6,602,648	606,391	1,872,481	9,081,520	9,556,520	-	-	-	9,556,520
Materials & Supplies	4,996,050	24,000	-	924,485	5,944,535	12,336,728	12,336,728	1,542,807	258,393	14,137,928	20,082,463	-	-	-	20,082,463
Rent & Utilities	113,164	133,454	-	75,300	321,918	4,973,226	2,455,367	281,496	-	7,710,089	8,032,007	-	-	-	8,032,007
Printing	48,000	60,000	-	37,000	145,000	-	-	-	-	145,000	-	-	-	-	145,000
Travel	-	36,000	-	2,500	38,500	-	-	-	-	38,500	-	-	-	-	38,500
Insurance	-	-	-	-	-	-	2,156,554	558,596	3,000,000	5,715,150	5,715,150	-	-	-	5,715,150
Transit Programs	31,789,823	-	25,056,474	3,095,020	14,670,079	74,611,396	-	-	-	74,611,396	-	-	-	-	74,611,396
Operating Capital	15,224	25,497	-	-	40,721	-	826,598	-	-	826,598	867,319	-	-	-	867,319
Debt Service	-	-	-	-	-	-	-	-	-	-	-	52,753,754	-	-	52,753,754
Passthrough Grants & Loans	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other Operating Expenses	56,700	50,000	-	-	35,000	141,700	25,301,614	5,931,335	1,801,429	33,034,378	33,176,078	-	-	-	33,176,078
Total Expenses	\$ 38,311,343	\$ 2,457,700	\$ 25,056,474	\$ 3,177,577	\$ 16,491,596	\$ 85,494,690	\$ 247,107,884	\$ 24,417,467	\$ 9,193,965	\$ 280,719,316	\$ 366,214,006	\$ 52,753,754	\$ -	\$ 418,967,760	
Other Uses															
Interdivisional Expense Alloc-MT & LRT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,372,302	\$ 1,022,533	\$ -	\$ 15,394,835	\$ 15,394,835	\$ -	\$ -	\$ -	\$ 15,394,835
A-87- Metropolitan Transportation Services	-	568,966	-	28,448	227,586	825,000	-	-	-	825,000	-	-	-	-	825,000
Planning Chargeback Expense	-	114,989	-	-	-	114,989	93,354	-	-	93,354	208,343	-	-	-	208,343
Total Other Uses	\$ -	\$ 683,955	\$ -	\$ 28,448	\$ 227,586	\$ 939,989	\$ 14,465,656	\$ 1,022,533	\$ -	\$ 15,488,189	\$ 16,428,178	\$ -	\$ -	\$ -	\$ 16,428,178
MVET Transfers in	1,611,877	-	-	-	609,617	2,221,494	5,011,021	-	-	5,011,021	7,232,515	-	-	-	7,232,515
Transfers in	21,150	-	-	-	232,460	253,610	(232,460)	-	-	(232,460)	21,150	-	-	-	21,150
Total Expenses and Uses	\$ 36,678,316	\$ 3,141,655	\$ 25,056,474	\$ 3,206,025	\$ 15,877,105	\$ 83,959,575	\$ 256,794,979	\$ 25,440,000	\$ 9,193,965	\$ 291,428,944	\$ 375,388,519	\$ 52,753,754	\$ -	\$ 428,142,273	
Change in fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (13,726,801)	\$ 3,450,519	\$ (10,276,282)	

Metropolitan Council 2009 Summary Budget

Transportation Division

ORGANIZATION

The Metropolitan Council's Transportation Division is composed of two units: Metropolitan Transportation Services and Metro Transit.

- **Metropolitan Transportation Services** includes Metro Mobility, Contracted Regular Routes, Community-based programs, regional transportation planning, and Suburban Transit providers.
- **Metro Transit** includes bus, light rail, and new in 2009 commuter rail operations.

KEY REVENUE ASSUMPTIONS

Motor Vehicle Sales Tax (MVST)

Prior to calendar year 2002, the Metropolitan Council and certain Suburban Transit Providers levied property taxes to fund a portion of transit operations. This levy authority was eliminated by the 2001 Legislature, and replaced with a share of the Motor Vehicle Sales Tax.

The State transfers MVST funds to the Council, which in turn, distributes a portion of these funds to the Suburban Transit Providers (STP(s)) based on a formula established in legislation. With the 2006 constitutional amendment which increased the share of MVST distributed to the metropolitan transit area, additional funds will also be passed through to the Suburban Transit Providers, but these additional funds will be put under contract with the Council to maintain the current service levels of the STP(s). The Council distributes the remaining amount of MVST funds to the Council's transit programs through its regular budget processes.

The MVST is a single sector sales tax, making it a volatile funding source. Over the recent five years MVST revenues have reflected significant reductions and the State is forecasting that it will take several years to recover to earlier levels. The Council has recognized the potential for these short-term declines in MVST revenues and has established a transit operating reserve to address this variability in MVST revenues. Because of historic fluctuations in MVST revenues and uncertainty in State revenue forecasts, the Council has budgeted 95% of state forecast.

For 2009, MVST funding for metropolitan transit is projected at \$124.0 million based on February 2008 State revenue forecasts. Of this amount, approximately \$23.2 million is projected to be distributed to the Suburban Transit Providers. The Council's portion totals \$110.9 million; \$73.5 million is projected to be distributed to Metro Transit, \$14.2 million to Metropolitan Transportation Services. Approximately \$13.1 million will be deposited into reserves if actual receipts equal state forecasts.

State General Funds / CTIB

The CY2009 budget reflects receipt of \$30.1 million in funds from the County Transit Improvement Board (CTIB). This distribution was mandated by the 2008 Legislature as part of the Omnibus Transportation funding bill (Chapter 152) to partially cover the Council's FY2009 transit shortfall. The State of Minnesota provides state General Fund appropriations to support both bus and rail operations. For the 2009 budget, State general funds for transit are \$84.6 million, a decrease of \$7.2 million under the amount budgeted in 2008. This reflects the loss of a one-time \$20 million general fund appropriation in FY2008.

Metropolitan Council 2009 Summary Budget

Transportation Division

METROPOLITAN TRANSPORTATION SERVICES

Introduction

Metropolitan Transportation Services (MTS) has two functions: to be the leader in Twin Cities regional transportation planning and to provide a wide range of contracted transit services.

Transportation Planning

The Metropolitan Council is the federally designated Metropolitan Planning Organization (MPO) for the Twin Cities region. In this role, it is tasked with conducting and coordinating all of the region's transportation planning. This includes the development of the region's long-range transportation plan, the Transportation Policy Plan (TPP); the region's short-range four-year transportation plan, the Transportation Improvement Program (TIP); and, the region's annual planning and research staff work plan, the Unified Planning Work Program (UPWP).

Staff also participates in transportation planning efforts throughout the region, such as highway corridor studies, transit way studies, long-range airport needs analyses, freight studies, air quality conformance analyses, regional transportation modeling, area traffic studies, bikeway needs analyses, and other transportation planning.

Contracted Transit Programs

MTS manages or coordinates four transit programs, which provide services through contracts with private, public, and non-profit entities. These programs are:

- **Metro Mobility/ADA** – Provides paratransit service to persons with disabilities through six contracts.
- **Community-based programs** – Provide dial-a-ride transit service in Anoka, Washington, Dakota, Scott, Carver, and parts of Hennepin and Ramsey counties through 12 contracts.
- **Contracted Regular Routes** – Provide small, medium, and large regular route bus transit service through 14 contracts and also includes the regional vanpool program, Van Go, which focuses in areas without regular route transit or for commuters not served by regular route transit.
- **Suburban Transit Providers (STP)** – Twelve communities have chosen to provide their own transit service. Two consortiums have been created and four cities provide transit service through contracts with various private, public, and non-profit entities. The Council passes-through operating funds to the Suburban Transit programs.

Financial Analysis: Revenue Highlights

- **MVST:** 2009 revenues are projected at \$14.2 million for Contracted Regular Route, Metro Mobility and Community programs, and \$23.2 million for the Suburban Transit programs. (Transportation Planning does not utilize MVST funding.) This compares to the 2008 adopted budget of \$9.6 million of MVST for MTS programs and \$20.7 million for the STP(s).
- **State General Funds:** For the 2009-10 biennium, 2009 revenues are projected at \$29.2 million, a \$5.3 million decrease from the 2008 amount of \$34.5 million. These funds are used for Transportation Planning (to provide match to federal planning grants), Metro Mobility, Contracted Regular Routes and Community Programs.
- **Federal Grants:**
 - Congestion Mitigation/Air Quality (CMAQ) funds are projected at \$112,172 and are used for eligible Van Go costs in the regular route fund.

Metropolitan Council 2009 Summary Budget

Transportation Division

- Federal formula funds are projected at \$7,156,428 slightly below the 2008 level.
- Federal Planning Grants are projected at \$2,696,027 down about \$400,000 due to a projected reduction in federal planning grant funding from 2008.
- **Fares** – Fare contracted, and special event revenues are a relatively small funding source for MTS, representing \$5.9 million, or 7 percent, of total revenues. Metro Mobility receives about 13 percent of its funding from fares. Contracted Regular Route currently shows less than 8 percent of its funding from fares due partially to the inclusion of fares within Metro Transit's fare revenue figures rather than as part of the Contracted Regular Routes budget. Fares were last increased in 2005 and are projected to be increased in October of 2008.
- **Fund Balances** – The 2009 budget projects a Metro Mobility \$1.6 million shortfall which is more than the anticipated 2008 \$400,000 shortfall.

Financial Analysis: Expenditures Highlights

MTS has five cost centers to track, Transportation Planning and the four transit programs. Each program has its own unique funding issues and expenditure patterns. The 2009 and 2008 adopted budgets are shown below along with annual percentage changes.

MTS Cost Center	2008 Adopted Budget	2009 Proposed Budget	Change
Transportation Planning	\$ 3,530,990	\$ 3,141,655	-11%
Metro Mobility	35,361,262	38,290,193	8%
Community Based	3,509,284	3,206,025	-9%
Contracted Regular Route	14,729,212	16,486,722	12%
Suburban Transit Providers	25,016,438	25,056,474	0%
Total MTS Budget	\$82,147,186	\$86,181,069	5%

- **Transportation Planning:** The overall budget for Transportation Planning is projected to decrease 11% over 2008 levels. This budget is funded 73% with federal funds and 27% with the required local match funds (SGF).
- **Metro Mobility:** 2009 costs are about 8% higher than 2008 due to higher fuel and provider contract costs. Ridership and service hours are also projected to increase 1.2% in 2009.
- **Community Programs:** Community transit program costs are down by 9% over 2008, primarily due to more community based programs being absorbed into contracted regular route.
- **Contracted Regular Route:** Contracted regular routes are shown to have increased 12% over 2008. The primary reasons for this increase are the absorption of more community based programs into contracted regular route and increasing fuel costs for these programs.
- **Suburban Transit Providers:** The Suburban Transit Providers are projected to remain stable at their 2008 funding level. The reason funding did not increase was a change in budgeting methodology. Previously, the STP(s) had been budgeted at 100% of the State's forecasted MVST level; in 2009 they are budgeted at 95% of expected receipts to account for a 5% reserve. Regardless of this assumption all STP MVST receipts will be passed through to these entities.

Metropolitan Council 2009 Summary Budget

Transportation Division

• METRO TRANSIT - BUS OPERATIONS

Introduction

As the largest operator of bus service and the first and only operator of light rail in the Twin Cities region, Metro Transit is a key part of the Metropolitan Council's commitment to operating quality transit services in an inclusive, customer-focused and efficient manner.

Metro Transit is one of the country's largest transit systems, providing more than 90 percent of the fixed-route public transportation in the Minneapolis/St. Paul metro area. Each weekday, customers board Metro Transit buses and train an average of 260,000 times.

The 1407 operators and 478 mechanics support a 978 bus fleet serving 118 local, express and contract routes. In service to its customers, Metro Transit drives over 95,000 miles each weekday. Metro Transit provides service that results in fewer cars on Twin Cities roadways and a reduction in congestion. In 2009, 81.0 million customers are expected to ride on Metro Transit buses and trains.

The Metro Transit budget assumes the continuation of the current fare structure from October 2008, adjusted State general funding as enacted by the State Legislature in 2007, State forecasted Motor Vehicle Sales Taxes (MVST) revenue and a CTIB grant for Transit Operating Assistance.

Policy Choices and Constraints

The Council has the discretion to allocate motor vehicle sales taxes and State funds among Metro Transit, Metro Mobility, rural/small urban programs, non-Metro Transit operations, and Metropolitan Transportation Services. In consultation with the Transportation Advisory Board, the Council also allocates federal transportation funds among transit, highway, and other transportation projects.

The 2009 budget brings together numerous policy choices governing services provided by Metro Transit. Metro Transit has established guidelines to help decide where, when, and how much fixed route bus service is delivered, how frequently it runs, as well as service quality parameters. Metro Transit also decides what levels of marketing, advertising, customer service information, and customer relations to provide, consistent with the mobility needs of the region. Metro Transit recommends maintaining the level and structure of the fare system, which reflects the fare adjustments, implemented in October 2008.

Passenger fares provide about 30% of Metro Transit operating revenue with motor vehicle sales taxes and State general funds providing most of the remainder. The State legislature determines the amount of State funds available in two-year, biennial appropriations. Metro Transit implements and operationalizes the Council's Regional Framework, Transportation Policy Plan, and various State legislative goals. The plans provide guidance for: transit quality, service levels, service locations, bus route financial and operational performance, fare policies, and system-wide fare recovery and transit infrastructure investment.

A competitive environment also affects Metro Transit policy decisions. In addition to Metro Transit service, fixed-route buses in the metro area are operated by suburban transit providers; privately contracted regular route providers, and the University of Minnesota. About 3% of the buses operated by Metro Transit are operated as a provider, not as a principal decision-maker. Finally, federal laws and regulations direct some Metro Transit policy decisions, such as reduced fares for seniors, accessibility for customers with disabilities, and pollution control.

Metropolitan Council 2009 Summary Budget

Transportation Division

FINANCIAL ANALYSIS

Financial and Resource Outlook

The Metro Transit - Bus operating budget reflects revenue of \$261.8 million and expenses of \$261.8million.

Revenue

Metro Transit revenue budget in 2009 is \$261.8 million. Revenue increased \$24.7 million from the 2008 adopted Budget of \$237.1 million. This increase is due in large part to increases in fare revenue from increasing ridership and the October 2008 Fare Increase, federal operating revenues, and CTIB. In addition to passenger fares, the largest sources of funding include proceeds from the Motor Vehicle Sales Tax (MVST) and a State of Minnesota general fund appropriation. Revenue assumptions in the 2009 Transportation Division budget are based on the February 2008 State forecast.

	<u>Budget</u> <u>2008</u>	<u>Budget</u> <u>2009</u>	<u>Change</u>	<u>%</u>
Transit Fund	91.0	78.0	(13.0)	(14.3%)
Passenger Fares	70.3	83.0	12.7	18.0%
State General Fund	52.1	43.9	(8.2)	(15.7%)
Federal Funds	20.0	21.9	1.9	9.5%
All other sources	3.7	35.0	31.3	845.9%
Total	237.1	261.8	24.7	10.4%

Expenses

Metro Transit expense budget in 2009 is \$261.8 million, up \$22.4 million from the 2008 adopted budget of \$239.4 million. Expense increases are in labor and fringe benefits, and fuel and utilities expenses.

	<u>Budget</u> <u>2008</u>	<u>Budget</u> <u>2009</u>	<u>Change</u>	<u>%</u>
Salaries & Benefits	183.4	194.9	11.5	6.2%
Materials & Supplies	31.6	41.0	9.4	29.7%
All Other Expenses	10.5	11.5	1.0	9.5%
Central Service Fees	13.9	14.4	.5	3.6%
Total	239.4	261.8	22.4	9.3%

Personnel

Full-time equivalent positions reflected in the 2009 budget for Metro Transit–Bus are:

Bus Operators	1,407.0
Mechanics: vehicle & facilities	478.0
Supervisory/Professional & Police *	423.7
Clerical	<u>202.1</u>
Total FTE	2,510.8

* includes 44.5 FTEs for the Central Corridor Capital Project and 9 FTEs for the Northstar Capital Project

Metropolitan Council 2009 Summary Budget

Transportation Division

Bus operators, mechanics and clerical employees are represented by Amalgamated Transit Union (ATU) Local 1005. Police officers are represented by Law Enforcement Labor Services (LELS). Supervisors and managers are represented by Transit Managers and Supervisors Association (TMSA).

METRO TRANSIT - HIAWATHA LIGHT RAIL OPERATIONS

INTRODUCTION

On June 28th, 2004, the Hiawatha light Rail line began passenger service between downtown Minneapolis and Fort Snelling carrying 2.2 million riders in advance of the Full Funding Grant commitment scheduled for a December 2004 opening. On December 4, 2004 passenger service to the MSP Airport and Mall of America commenced, completing the 12.0 mile line 27 days ahead of schedule.

Metro Transit now offers numerous bus routes with connecting service and timed transfers at 17 light rail stations. There are nearly 1,800 free parking spaces near Hiawatha Light Rail stations, including Park and Ride lots at Midtown/Lake Street, Fort Snelling and 28th Avenue near the Mall of America. Since the beginning operations through September 2008, the Hiawatha Light Rail Line has carried more than 35 million passengers.

FINANCIAL ANALYSIS

Light Rail fares are the same as bus fares. Transfers between bus and rail are valid for 150 minutes from time of initial boarding. Fare collection is barrier-free with tickets issued from self-service vending machines located on station platforms. Passengers are required to provide valid tickets upon request as proof of payment.

The Hiawatha line debuted with a fleet of 24 light-rail cars in 2004. To help keep up with increased customer demand, three new light-rail cars were added to the fleet in 2007; the first fleet expansion since service began. This fleet addition increased the rail system's capacity to carry customers at times when demand is highest but also ensured less pressure on the system's maintenance schedule.

Revenue

Metro Transit Light Rail revenue budget in 2009 is \$25.4 million. For the 2009 calendar year, passenger fares will generate \$9.4 million for rail operations. In addition, M.A.C. Airport Shuttle service will generate \$624 thousand contracted service revenue. The State of Minnesota and the County Transportation Improvement Board provide the operating resources of \$7.5 million each.

	<u>Budget</u>	<u>Budget</u>	<u>Change</u>	<u>%</u>
	<u>2008</u>	<u>2009</u>		
Transit Fund	3.7	0.5	(3.2)	(86.5%)
Passenger Fares	8.6	9.7	1.1	12.8%
State General Fund	5.3	7.0	1.7	32.1%
Hennepin				
County/CTIB	5.3	7.5	2.2	41.5%
All other sources	1.4	0.7	(0.7)	(50.0%)
Total	24.3	25.4	1.1	4.5%

Metropolitan Council 2009 Summary Budget

Transportation Division

Expenses

Metro Transit expense budget in 2009 is \$25.4 million, up \$0.4 million from the 2008 adopted budget of \$25.0 million. Expense increases are in labor and fringe benefits, and LRV parts.

	<u>Budget</u> <u>2008</u>	<u>Budget</u> <u>2009</u>	<u>Change</u>	<u>%</u>
Salaries & Benefits	12.5	13.3	0.8	6.4%
Materials & Supplies	1.8	1.5	(0.3)	(16.6%)
All Other Expenses	9.7	9.6	(0.1)	(0.1%)
Central Service Fees	1.0	1.0	(0.0)	0.0%
Total	25.0	25.4	0.4	1.6%

Full-time equivalent positions included in the 2008 budget for Metro Transit-Rail are:

Rail Operators	47.9
Mechanics: vehicle & facilities	86.2
Supervisory & Professional	38.3
Clerical	<u>8.6</u>
Total FTE	181.0

Rail operators, mechanics and clerical employees are represented by Amalgamated Transit Union (ATU) Local 1005. Police officers are represented by Law Enforcement Labor Services (LELS). Supervisors and managers are represented by Transit Managers and Supervisors Association (TMSA).

METRO TRANSIT – NORTHSTAR COMMUTER RAIL OPERATIONS

INTRODUCTION

The Northstar Corridor Commuter Rail Project cleared its final hurdle on December 11, 2007, when it received a commitment for \$156.8 million in federal matching funding for construction and trains with the Federal Full Funding Grant Agreement. The state and federal funding combined with the significant commitment of the regional rail authorities for Anoka, Hennepin, and Sherburne counties, as well as contributions from the Metropolitan Council and the Minnesota Twins allowed Northstar construction to get fully underway. The Northstar Commuter Line is forecasted to begin passenger service in late 2009, with service from Big Lake to Minneapolis. Before this service begins, startup activities will include hiring managers, hiring and training staff, developing operating procedures, and ordering parts and supplies.

Northstar Commuter Rail Service is scheduled to open late 2009 with five stations, and weekday service of 5 trains serving Minneapolis and 1 train servicing the reverse commute. Service will be provided by 4 car trains with a 560 passenger per train capacity. Weekday ridership is forecasted at 4,100 rides per weekday.

FINANCIAL ANALYSIS

Commuter Rail fares are still being analyzed, modeled and developed. Transfers between bus, light rail and commuter rail are valid for 150 minutes from time of initial boarding. Fare collection is barrier-free with tickets issued from self-service vending machines located on station platforms. Passengers are required to provide valid tickets upon request as proof of payment.

Metropolitan Council 2009 Summary Budget

Transportation Division

Revenue

Metro Transit Commuter Rail revenue budget in 2009 is \$9.2 million. For the 2009 calendar year, passenger fares will generate \$152 thousand (late 2009 service) for rail operations. In addition, the State of Minnesota and the County Transportation Improvement Board will provide the remaining operating resources of \$9.0 million.

	<u>Budget</u>
	<u>2009</u>
Passenger Fares	.2
State General Fund	4.5
CTIB	4.5
<hr/>	
Total	9.2
<hr/>	

Expenses

Metro Transit Commuter Rail expense budget in 2009 is \$9.2 million, and include start-up expenses, training, and revenue operations late 2009

	<u>Budget</u>
	<u>2009</u>
Salaries & Benefits	2.0
Materials & Supplies	0.6
Insurance	3.0
All Other Expenses	3.6
<hr/>	
Total	9.2
<hr/>	

Full-time equivalent positions included in the 2009 budget for Metro Transit Commuter Rail operations are:

Mechanics: vehicle & facilities	37.0
Supervisory & Professional	5.0
Clerical	<u>5.0</u>
Total FTE	47.0

Mechanics and clerical employees are represented by Amalgamated Transit Union (ATU) Local 1005. Police officers are represented by Law Enforcement Labor Services (LELS). Supervisors and managers are represented by Transit Managers and Supervisors Association (TMSA).

KEY WORK PROGRAM ACTIVITIES FOR 2009

Ridership

During the 2000/2001 biennium, the State legislature increased transit funding while challenging the Metropolitan Council to increase ridership. While since then numerous challenges including economic downturn, increased fares, and work stoppage have negatively impacted ridership, Metro Transit has continued efforts to achieve increased ridership. In 2008 alone, Metro Transit has seen a growth in ridership through the month of September. Year-to-date September 2008 bus ridership is 3.5 million rides, or 6.8%, ahead of the 2008 goal.

Metropolitan Council 2009 Summary Budget Transportation Division

Metro Transit is always working to attract more new customers and to retain and better satisfy existing customers. Key actions include improving service reliability, expanding and simplifying transfers, adding employer-subsidized fare programs and making the riding experience comfortable and easy. In 2007, key enhancements included the system-wide launch and use of the new Go-To fare collection system that make boarding faster and easier. Additionally, this customer-oriented fare paying option integrates with the Hiawatha Light Rail system and streamlines administrative and accounting processes.

In October 1998, Metro Transit introduced the Metro Pass program that allows employers to subsidize annual transit passes for all of their employees. The program is designed to be revenue neutral to Metro Transit. However, the long-term goal of this program is to encourage additional new riders and to grow passenger revenue. As of October 2008, 200 companies are enrolled in the program making the Metro Pass available to more than 155,000 employees. Metro Transit generates approximately \$22 million in annual revenue from the Metro Pass program with projected ridership in 2009 of nearly 7.8 million annual rides.

In a similar fashion, Metro Transit and the University of Minnesota have negotiated the U-Pass Transit Program. The U-Pass program is a deeply discounted bus pass that offers students unlimited rides on all metro area bus and rail service with projected ridership in 2009 of nearly 4.4 million annual rides. Beginning in fall 2007, the U-pass has been converted to the technology of the Go-To card system with over 20,000 U of M students participating in the U-pass program.

Special Service:

Metro Transit provides express service to the State Fair from convenient locations and Park-and-Ride lots and provides shuttle service from various other locations. The service provided over 941,000 State Fair rides in 2008, bringing more than 29% of all patrons to the State Fair.

Following the collapse of the I-35W bridge in August 2007, Metro Transit responded to the emergency both for immediate and long-term needs. The long-term plan for congestion relief and accommodation of increased ridership includes providing additional express bus service, expanding and creating park-and-ride lots, placing up to 55 additional buses in service, and hiring up to 55 part-time drivers and 26 full-time mechanics. Metro Transit's involvement after the bridge collapse has been crucial for easing commutes.

Service Review

As part of its ongoing review of best service alternatives, Metro Transit will complete added sector studies to ensure that communities are receiving the types and quantity of transit service that best meet their mobility needs. These sector studies are a logical continuation of the Council's Transit Redesign program, which set service standards for the region. The sector approach removes the natural inclination to examine service on a route-by-route basis. The sector approach will ensure broad community input while building the Metro Transit and Council constituency.

Central Corridor Light Rail

The Central Corridor project is part of the Metropolitan Council's 2030 plan for a network of rail and bus transit ways to serve heavily traveled corridors in the Twin Cities metropolitan area. It will link five major centers of activity in the Twin Cities region – downtown Minneapolis, the University of Minnesota, the Midway area, the state Capitol complex and downtown St. Paul. During 2007-2009, preliminary engineering, finalization of route and station locations, refinement of costs and funding sources and approval by the Federal Transit Administration (FTA) will occur. Construction of the 11-

Metropolitan Council 2009 Summary Budget Transportation Division

mile light rail will begin in 2010 with the intention of the Central Corridor LRT opening for service in 2014.

Fleet

Metro Transit buses are replaced after 12-years of service. The purchase of new buses is timed so that they will arrive around June of the year their replacements are due for retirement.

In 2003, three Hybrid-Electric buses were introduced to Metro Transit's fleet. This low-floor designed bus utilizes an Allison Diesel-Electric Hybrid Power train. The power from a relatively small Cummins diesel engine and a 640-volt battery pack are blended together. A component called the Ev Drive, consisting of two AC induction motors/generators and some gearing, integrates the mechanical and electrical power elements. Through the use of Hybrid Control Modules, operation of the two power sources are optimized, resulting in reduced emissions, lower fuel consumption and continuous freeway speed capability. The unit also utilizes regenerative braking, which recaptures energy while decelerating.

Over the next five years Metro Transit will replace its retiring buses with 150 hybrid buses; additionally, 168 standard engine bus replacements will incorporate the latest engine technologies. Metro Transit will also increase the biodiesel content of its fuel supply from 10 to 20 percent in March 2008. An operational test of 20 percent biodiesel has been initiated in a small sub-fleet of buses to determine the feasibility of burning even more bio-additives so that emissions and the use of non-renewable fossil fuel will be further reduced. Through the Go Greener initiative, including the introduction of more efficient vehicles and bio-enhanced fuels, Metro Transit expects to save 1.23 million gallons of fossil fuels yearly, resulting in a saving of more than \$650,000 per year.

Public and Support Facilities

In addition to maintaining its fleet, Metro Transit is responsible for the maintenance of both publicly-used facilities and bus-related facilities. Coverage within the seven county Metro area includes conventional bus shelters, large custom shelters, transit centers and park and ride lots. The maintenance work is conducted around the clock, every day of the week.

Summary

Metro Transit's CY 2009 Bus, Light Rail and Commuter Rail operating budgets provide funding to maintain current service levels and begin Commuter Rail startup operations with a major focus on quality service in a customer-focused and efficient manner. The budgets project revenues of \$296.4 million and expenses of \$296.4 million."

**METROPOLITAN COUNCIL
SUMMARY BUDGET
COMMUNITY DEVELOPMENT DIVISION
2009**

	OPERATING FUNDS									DEBT SERVICE	PASSTHROUGH			Memo Total				
	GENERAL FUND							Subtotal Comm Dev (General Fund)	FAHP Operations		Special Revenue Fund HRA *	Total Operating	Special Revenue Funds					
	Local Planning Assistance	Research	Parks	Regional Systems Planning & Growth Strategy	Livable Communities	Division Management							Parks, Radio		General Fund	HRA	Livable Communities Funds	
Revenues																		
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,954,845	\$ 3,954,845	\$ -	\$ -	\$ 3,954,845	\$ 7,140,360	\$ -	\$ -	\$ 12,754,406	\$ -	\$ -	\$ -	\$ 23,849,611
Property Tax Transfer	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,000,000	\$ 1,000,000
Federal Revenues	-	-	-	-	-	-	-	423,000	4,059,711	4,482,711	-	-	51,279,927	-	-	-	-	55,762,638
State Revenues	-	-	-	-	-	118,815	118,815	-	168,000	286,815	282,600	8,620,000	1,555,000	306,903	-	-	-	11,051,318
Local Revenues	-	-	-	-	-	-	-	50,000	-	50,000	-	-	-	-	-	-	-	50,000
Investment Earnings	-	-	-	-	-	100,000	100,000	-	200,000	300,000	120,000	-	-	1,650,000	-	-	-	2,070,000
Other Revenue	-	-	-	-	-	-	-	450,000	110,000	560,000	-	-	-	-	-	-	-	560,000
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,173,660	\$ 4,173,660	\$ 923,000	\$ 4,537,711	\$ 9,634,371	\$ 7,542,960	\$ 8,620,000	\$ 52,834,927	\$ 15,711,309	\$ -	\$ -	\$ -	\$ 94,343,567
Expenses																		
Salaries & Benefits	\$ 1,105,455	\$ 694,690	\$ 188,471	\$ 380,131	\$ 613,212	\$ 552,526	\$ 3,534,485	\$ 79,571	\$ 2,364,052	\$ 5,978,108	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,978,108
Consulting & Contractual Services	35,000	156,500	20,000	15,000	-	85,000	311,500	440,000	158,000	909,500	-	-	-	-	-	-	-	909,500
Material & Supplies	3,000	2,000	-	-	1,000	5,200	11,200	-	35,000	46,200	-	-	-	-	-	-	-	46,200
Rent & Utilities	53,998	24,285	10,860	7,890	29,318	32,159	158,510	102,000	196,280	456,790	-	-	-	-	-	-	-	456,790
Printing	7,500	6,000	4,500	12,500	13,000	5,500	49,000	-	77,000	126,000	-	-	-	-	-	-	-	126,000
Travel	35,000	9,500	6,500	10,900	15,000	7,000	83,900	1,000	42,000	126,900	-	-	-	-	-	-	-	126,900
Insurance	-	-	-	-	-	-	-	115,000	-	115,000	-	-	-	-	-	-	-	115,000
Operating Capital	4,722	4,722	944	1,889	2,833	6,138	21,248	-	23,136	44,384	-	-	-	-	-	-	-	44,384
Other Operating Expenses	4,500	6,000	1,450	2,250	11,500	13,800	39,500	317,000	1,010,000	1,366,500	-	-	-	-	-	-	-	1,366,500
Pass-Through Grants & Loans	-	-	-	-	-	-	-	-	-	-	-	8,620,000	52,834,927	16,800,000	-	-	-	78,254,927
Debt Service	-	-	-	-	-	-	-	-	-	-	7,146,325	-	-	-	-	-	-	7,146,325
Total Expenses	\$ 1,249,175	\$ 903,697	\$ 232,725	\$ 430,560	\$ 685,863	\$ 707,323	\$ 4,209,343	\$ 1,054,571	\$ 3,905,468	\$ 9,169,382	\$ 7,146,325	\$ 8,620,000	\$ 52,834,927	\$ 16,800,000	\$ -	\$ -	\$ -	\$ 94,570,634
Other Uses																		
A-87 -HRA	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,000	\$ 595,000	\$ 635,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 635,000
Planning Chargeback Revenue	-	-	-	-	(35,683)	-	(35,683)	-	-	(35,683)	-	-	-	-	-	-	-	(35,683)
Transfers from Other Funds	-	-	-	-	-	-	-	-	-	-	-	-	-	(500,000)	-	-	-	(500,000)
Transfers to Other Funds	-	-	-	-	-	-	-	-	-	-	-	-	-	500,000	-	-	-	500,000
Total Other Uses	\$ -	\$ -	\$ -	\$ -	\$ (35,683)	\$ -	\$ (35,683)	\$ 40,000	\$ 595,000	\$ 599,317	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 599,317
Total Expenses and Other Uses	\$ 1,249,175	\$ 903,697	\$ 232,725	\$ 430,560	\$ 650,180	\$ 707,323	\$ 4,173,660	\$ 1,094,571	\$ 4,500,468	\$ 9,768,699	\$ 7,146,325	\$ 8,620,000	\$ 52,834,927	\$ 16,800,000	\$ -	\$ -	\$ -	\$ 95,169,951
Change in fund Balance	\$ (1,249,175)	\$ (903,697)	\$ (232,725)	\$ (430,560)	\$ (650,180)	\$ 3,466,337	\$ 0	\$ (171,571)	\$ 37,243	\$ (134,328)	\$ 396,635	\$ -	\$ -	\$ (1,088,691)	\$ -	\$ -	\$ -	\$ (826,384)

Metropolitan Council 2009 Summary Budget

Community Development Division

MISSION

To provide high quality services that support the development of coordinated plans, policies, and programs to guide the region's growth and shape its future;

- To administer sections of the Metropolitan Land Planning Act;
- To provide planning assistance to local communities;
- To identify and analyze strategic regional issues and solutions;
- To create, analyze and disseminate regional data, information and forecasts;
- To facilitate collaboration with and among governmental units;
- To guide the development of the regional parks and open space system;
- To implement the Livable Communities Act; and,
- To deliver housing assistance to eligible persons by administering existing federal and state programs through the Metropolitan Council Housing and Redevelopment Authority.

EXPECTED RESULTS

- The Council receives comprehensive analysis of and recommendations about policy, planning and related financial issues to assist the Council in the actions required to implement the Metropolitan Land Planning Act.
- Local communities view the Council as a valuable resource for dependable information and as an effective facilitator of collaborative community efforts to guide regional growth and investment.
- Information for targeted Council audiences and customers is accurately prepared and published in a timely manner, using appropriate media.
- Reliable, transparent and trusted long-term socioeconomic forecasts inform local and regional planning.
- Regional citizens and visitors rely on the parks and open spaces as venues for leisure time and entertainment choices, as well as means of preserving natural amenities.
- Communities participating in Livable Communities Act grant programs find them valuable resources for assistance with cleaning up polluted sites, expanding housing choices, and developing projects that offer a mix of land uses connected by a variety of transportation options.
- Eligible low-income households receive rent subsidies to help ensure affordable housing through rent assistance programs administered by the Council's HRA.
- Family Affordable Housing Program units are well maintained and fully occupied.

PERFORMANCE MEASURES

- Council committees are provided with on-time presentations that include clearly stated analysis of policy and planning issues and well-supported recommendations for Council action.
- All communication with Council members, local community officials, legislators, interested stakeholders, and the general public is accurate, comprehensive, timely, and appropriate in its context.

Metropolitan Council 2009 Summary Budget

Community Development Division

- Review and analysis of local comprehensive plan updates, amendments and other materials submitted in accordance with the Land Planning Act and related state laws are conducted expeditiously and completed in a timely manner. Local officials are promptly notified regarding questions or issues and are formally informed of committee and Council meetings and actions.
- Data are accurate, estimates are accepted and reasonable; and forecasts are consistent and reliable.
- Community Development Division staff contribute to the work of other Council divisions as needed and appropriate.
- The regional parks and open space system is publicly regarded as an outstanding feature and asset.
- All communities likely to benefit from participation in Livable Communities Act programs choose to participate.
- Selection criteria, selection process, grant agreements, and payment request procedures for Livable Communities Programs are clearly stated and readily accessible to participating communities.
- Federal and state funding for tenant-based rent assistance programs maintain full utilization of all available subsidies for the provision of affordable rents for program participants.
- The Council's federal Section 8 Housing Choice Voucher Program and all additional specialized housing assistance programs administered by the Council are operated in a manner that provides the most efficient and effective use of available resources to assist clients.
- All units administered through the Family Affordable Housing Program are occupied and a sufficient waiting list is maintained to ensure continued full occupancy.

ORGANIZATION OF THE DIVISION

The Community Development Division is responsible for the Council's regional growth strategy. It implements the *Development Framework* through planning and local planning assistance, regional parks and open space system planning, and capital investment.

The division implements the Livable Communities Act programs, and operates the Housing and Redevelopment Authority. The HRA activities include federal and state tenant and project based rent subsidy programs and federal public housing through its Family Affordable Housing Program (FAHP).

FUNCTIONS

Community Development Division departments are organized into the following work units:

- **Division Management:** Provides overall policy direction and leadership to the division, policy alignment with operating units, and positive collaboration with external interests and local community officials.
- **Regional Systems Planning and Growth Strategy:** Develops policy initiatives and effective outreach services to implement the *2030 Regional Development Framework* policies and strategies. Conducts long-range planning of the regional park system to meet the future needs of the region, reviews park master plans and manages the Capital Improvement Program (CIP).

Metropolitan Council 2009 Summary Budget

Community Development Division

Helps the Council shape its regional growth plan—the *Regional Development Framework*—and helps coordinate outreach efforts related to the plan. This unit also includes the Council’s parks and open space program, which helps the Council oversee the acquisition and development of regional parks. The parks are operated by 10 partnering agencies.

- **Local Planning Assistance:** Reviews local comprehensive plan updates, amendments, environmental assessments, and grant applications; provides local comprehensive planning information and guidelines to communities. This unit includes the Sector Representatives’ activities as staff serves as liaison between the Council and local planning staff, and coordinates the review of comprehensive plans prepared by local governments.
- **Livable Communities:** Implements the Livable Communities Act, which provides funding for cities to invest in and support local economic revitalization, affordable housing initiatives, and development or redevelopment demonstration projects.
- **Housing and Redevelopment Authority (HRA):** Administers federal and state tenant and project based rent assistance programs using the existing private rental market to provide decent, safe, and sanitary housing for over 6,700 low-income seniors, disabled individuals, families and singles at an affordable cost. The HRA also operates 150 federal scattered site public housing units through the Family Affordable Housing Program (FAHP).
- **Research:** Produces annual estimates of local population and households and long-term local and regional forecasts of population and employment. Monitors development, the employment situation, housing markets, affordable housing production and land use with special attention to the impacts of transitways. Coordinates GIS services for the Community Development Division and assists both Community Development and all other divisions with research and analysis. Disseminates data, information and analysis via mapping, presentations, publications and the Internet.

MAJOR 2009 POLICY INITIATIVES

- Provide strategic leadership for implementation of the *2030 Regional Development Framework* with a focus on completing statute-required update of local comprehensive plan updates.
- Report on *Regional Framework Benchmarks*, recommending revisions to existing ones as appropriate.
- Work with local communities to identify ways official controls and procedures can be developed and maintained to ensure land development is consistent with adopted plans and available infrastructure capacity.
- Collaborate with local jurisdictions to identify ways local plans and official controls can provide for a variety of housing.
- Work in partnership with local units of government and other funding agencies to implement the Metropolitan Livable Communities Act.
- Continue ongoing communication with counties and other units adjacent to and beyond the seven-county region.
- Continue coordination with communities in preparation of the 2008 Comprehensive Plan Update submittals.

Metropolitan Council 2009 Summary Budget Community Development Division

KEY 2009 WORK PROGRAM ACTIVITIES

- **Division Management**
 - ✓ Implement *2030 Regional Development Framework*.
 - ✓ Ensure policy coordination with Council operating units.
 - ✓ Support inter-governmental partnerships to implement key Council initiatives.

- **Regional Systems Planning and Growth Strategy**
 - ✓ Implement Regional Development Framework Policies.
 - ✓ Coordinate the work of the Land Use Advisory Committee.
 - ✓ Develop and implement Framework policy recommendations.
 - ✓ Provide natural resource technical assistance.
 - ✓ Analyze housing and transportation trends in adjacent counties.

- **Parks and Open Space**
 - ✓ Coordinate *2009-2014 Regional Parks Capital Improvement Program*, and coordinate the Council approval of these documents.
 - ✓ Provide staff assistance to the Metropolitan Parks and Open Space Commission as they advise the council on parks-related issues.
 - ✓ Coordinate efforts to obtain State funding for a portion of the *Regional Parks Capital Improvement Program* and to partially finance the operations and maintenance of the Regional Parks System.
 - ✓ Coordinate requests for park acquisition funds from the Legislative Citizen's Commission on Minnesota Resources.
 - ✓ Review master plan amendments, administer approved grants from the *Regional Parks Capital Improvement Program*, and review/comment on local comprehensive plans and related referrals regarding their compatibility with the Regional Parks System.
 - ✓ Complete the Park Visitor Origin Survey and report on results to interested stakeholders.
 - ✓ Prepare the annual Regional Parks System use estimate and conduct research on the demand for the Regional Parks System.
 - ✓ Support efforts to implement alternative funding sources, including the Regional Parks Foundation of the Twin Cities.

- **Local Planning Assistance**
 - ✓ Review of 2030 Comprehensive Plan Updates.
 - ✓ Update and maintain the *Local Planning Handbook* and related data, with attention to the accuracy and timeliness of the versions published on the Council's Internet web site.
 - ✓ Plan and implement means that enable communities to submit more local comprehensive plan information on line.
 - ✓ Prepare annual reports including the *Metropolitan Agricultural Preserves Report to the Legislature* and the *Plat Monitoring Report*.
 - ✓ Provide technical assistance and staff review of grant programs including Livable Communities Demonstration Account (LCDA), Tax Based Revitalization Account (TBRA) and Transportation Equity Act for the 21st Century (TEA-21).

Metropolitan Council 2009 Summary Budget

Community Development Division

- ✓ Provide technical support to Council members and to local communities through sector representatives.
- ✓ Provide staff assistance to various Council, commission and advisory committees.
- ✓ Provide staff assistance for special studies, e.g., corridors or focus areas.
- ✓ Coordinate *Framework*-related local planning assistance to Council partners and stakeholders to help implement regional growth strategies.
- ✓ Administer comprehensive planning loan and grant program.

- **Research**
 - ✓ Begin implementing a new socio-economic land use model to develop long-term population, household and employment forecasts.
 - ✓ Produce annual population and household estimates in fulfillment of Minnesota Statutes 473.24 and the data inputs necessary to update the estimates.
 - ✓ Update Development Framework Benchmarks, an annual set of quality of regional and Council performance indicators.
 - ✓ Coordinate GIS services for the Community Development Division and enhance regional analysis through GIS tools and techniques.
 - ✓ Report on local affordable housing production under Minnesota Statutes 473.254.
 - ✓ Conduct, analyze and report on the annual Metro Residents Survey.
 - ✓ Monitor development and land use with special attention to the impacts of transitways.
 - ✓ Improve dissemination of research data through the Council website, including interactive data download tools, a Council research blog, and an enhanced collection of analytical web-based publications.

- **Livable Communities**
 - ✓ Administer Livable Communities Act.
 - Establish annual LCA fund distribution plan.
 - Oversee the affordable housing planning requirements of the Act.
 - Prepare annual report to the Legislature including an evaluation of program effectiveness.
 - Conduct the funding accounts' application submittal, review and selection processes.
 - Execute grant agreements and amendments.
 - Administer grant agreements.
 - Monitor and evaluate projects.
 - ✓ Provide staff support for Livable Communities Advisory Committee (LCAC).
 - ✓ Coordinate with Metropolitan Housing Implementation Group, Department of Employment and Economic Development, and other LCA partners.

- **Housing and Redevelopment Authority (HRA)**
 - **Tenant-based Rent Assistance Programs**
 - ✓ Fully utilize all rent subsidy resources.
 - ✓ Continue implementation of Family Self-Sufficiency and HOME (Homeownership Made Easy) Programs.
 - ✓ Continue design and implementation of improved quality control processes, procedures and internal controls.

Metropolitan Council 2009 Summary Budget

Community Development Division

- ✓ Continue identification and implementation of processes that improve efficiency and customer service.
- **Family Affordable Housing Program (FAHP)**
 - ✓ Direct program operations for the Council's 150 units of scattered site housing.
 - ✓ Monitor compliance with Council policies and federal HUD regulations.
 - ✓ Perform asset management duties to ensure all FAHP units are maintained according to acceptable standards.
 - ✓ Ensure sufficient funds for program operations and capital needs.
 - ✓ Continue to pursue conversion of FAHP units to Section 8 voucher funding stream.

FINANCIAL ANALYSIS OF DIVISION BUDGET

Revenues

The Community Development planning functions are supported primarily by the Council property tax levy for general purposes. This levy funds administrative functions in both Community Development and Regional Administration.

HRA/FAHP revenues come from federal, state, and local administrative fee sources. For 2009, HRA/FAHP projected revenues include administrative fees of approximately \$4.48 million in federal funding primarily from the Department of Housing and Urban Development (HUD), \$168 thousand State funding from the Minnesota Housing Finance Agency (MHFA) and \$.8 million local revenues, which includes property rental fees earned.

Community Development also allocates a portion of its planning expenses to the operating divisions as a planning chargeback. The planning chargeback is projected to be approximately \$36 thousand for 2009.

	<u>Adopted Budget</u>		<u>Percentage</u>	
	<u>2008</u>	<u>2009</u>	<u>Change</u>	<u>of total</u>
Property Tax	25,563,468	24,849,611	-2.8%	26%
Federal Grants	55,148,137	55,762,638	1.1%	59%
State Revenues	10,671,284	11,051,318	3.6%	12%
Local	266,400	50,000	-81.2%	0%
Interest/Other	4,964,600	2,630,000	-47.0%	3%
Subtotal	<u>96,613,889</u>	<u>94,343,567</u>	-2.3%	<u>100%</u>
Internal Cost Sharing	410,785	35,683	-91.3%	0%
Total	<u>97,024,674</u>	<u>94,379,250</u>	-2.7%	<u>100%</u>

Metropolitan Council 2009 Summary Budget

Community Development Division

Expenditures

The Community Development Division total 2009 operating expenditures including Pass-Through and Debt Service expenses are \$95,205,634 decreasing approximately \$7.3 million (7.1 %).

	<u>Adopted Budget</u>		<u>Percentage</u>	
	<u>2008</u>	<u>2009</u>	<u>Change</u>	<u>of total</u>
Salaries & Benefits	6,694,723	5,978,108	-10.7%	6%
Consulting/Contractual	1,259,300	1,024,500	-18.6 %	1%
Other Operating Expenses	2,996,845	2,801,774	-6.5%	3%
Operating Expenditures	<u>10,950,868</u>	<u>9,804,382</u>	-10.5%	<u>10%</u>
Debt Service	10,756,691	7,146,325	-33.5%	8%
Pass Through	80,792,375	78,254,927	-3.1%	82%
Total Expenditures	<u><u>102,499,934</u></u>	<u><u>95,205,634</u></u>	-7.1%	<u><u>100%</u></u>

Operating expenditures are projected to decrease in 2009 due to lower consulting costs, and the transfer of GIS to Regional Administration. Debt service expenditures, primarily parks principal repayment, are projected to decrease approximately \$3.6 million (34 percent). Pass-Through expenditures are projected to decrease approximately \$2.5 million (3.1 percent) caused by a decrease in local rent subsidies administered by HRA. Projected 2009 Pass-Through expenditures consist of \$8,620,000 for Parks; \$52,834,927 for the HRA; and \$16,800,000 for grant programs authorized by the 1995 Livable Communities Act. Additional information on the Pass-Through Grant and Loan programs portion of the budget is available in Appendix A (9-1).

The 2009 budget assumes a staffing complement of 72.05 FTEs or a decrease of 11.35 FTEs. The GIS staff was moved to Regional Administration and a Research person to Metro Transit Services.

Department	<u>Adopted Budget</u>		<u>Percentage</u>		Major Changes
	<u>2008</u>	<u>2009</u>	<u>Change</u>		
Local Planning Assistance	1,222,911	1,249,175	2.1%		
Parks	337,464	232,725	-31.0%		Park Survey costs
GIS	1,212,683		-100.0%		To other depts./RA
Research	839,304	903,697	7.7%		
RSP & Growth Strategy	402,727	430,560	6.9%		
Livable Communities	626,361	685,863	9.5%		
Division Management	726,437	707,323	-2.6%		
Subtotal	<u>5,367,887</u>	<u>4,209,343</u>	-21.6%		
HRA	4,556,918	4,500,468	-1.2%		
FHAP	1,026,063	1,094,571	6.7%		
Total	<u><u>10,950,868</u></u>	<u><u>9,804,382</u></u>	-10.5%		

Note: several departments were reorganized during 2009 with staff moving between departments making year to year comparisons difficult at the department level.

**METROPOLITAN COUNCIL
SUMMARY BUDGET
REGIONAL ADMINISTRATION BY DEPARTMENT
2009**

	Government Affairs	Public Affairs	Human Resources	Information Services & GIS	Purchasing/ Contracting	Legal	Internal Audit	Office of the Regional Administrator	Diversity and Equal Opportunity	Council & Office of the Chair	Budget & Evaluation	Fiscal & Central Services	Risk Management	Non Department Specific	Memo Total
Revenues															
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,804,405	5,804,405
Prop Tax Transfer to Livable Comm	-	-	-	-	-	-	-	-	-	-	-	-	-	(1,000,000)	(1,000,000)
State Revenues	-	-	-	-	-	-	-	-	-	-	-	-	-	\$267,435	267,435
Investment Earnings	-	-	-	-	-	-	-	-	-	-	-	356,924	-	\$360,547	717,471
Other Revenues	-	-	-	-	-	-	-	-	-	-	-	-	-	\$76,000	76,000
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 356,924	\$ -	\$ 5,508,387	\$ 5,865,311
Expenses															
Salaries & Benefits	\$ 403,711	\$ 1,302,347	\$ 3,175,701	\$ 7,303,819	\$ 965,420	\$ 1,000,785	\$ 472,326	\$ 371,477	\$ 603,155	\$ 496,036	\$ 333,021	\$ 2,963,538	\$ 1,076,281	\$ -	\$ 20,467,617
Consulting & Contractual Services	60,000	162,020	1,119,750	\$5,342,043	-	1,540,000	10,000	2,000	64,000	-	23,000	651,500	23,500	-	8,997,813
Material & Supplies	500	35,000	92,600	\$142,700	7,000	5,000	950	1,100	5,750	1,700	350	43,000	11,900	-	347,550
Rent & Utilities	26,266	152,675	159,174	\$997,110	45,557	110,667	19,141	38,102	21,316	36,897	8,617	510,544	56,169	-	2,182,235
Printing	950	70,000	45,000	\$14,500	750	6,100	850	14,500	2,500	4,500	4,500	95,000	3,500	-	262,650
Travel	3,500	8,000	120,600	\$177,200	5,500	4,000	7,100	4,000	5,500	52,000	600	11,000	3,000	-	402,000
Insurance	-	-	-	-	-	-	-	-	-	-	-	-	25,500	-	25,500
Operating Capital	2,361	10,582	26,442	\$43,440	7,083	5,666	2,833	1,888	3,777	2,833	2,361	28,830	8,499	-	146,595
Other Operating Expenses	3,000	93,000	193,500	\$16,850	12,200	65,600	-	12,000	4,000	12,800	100	168,750	14,500	-	596,300
Total Expenses	\$ 500,288	\$ 1,833,624	\$ 4,932,767	\$ 14,037,662	\$ 1,043,510	\$ 2,737,818	\$ 513,200	\$ 445,067	\$ 709,998	\$ 606,766	\$ 372,549	\$ 4,472,162	\$ 1,222,849	\$ -	\$ 33,428,260
Other Uses															
Interdivisional Expense Alloc-MCES	\$ (190,109)	\$ (275,499)	\$ (1,156,472)	\$ (4,870,249)	\$ (898,855)	\$ (465,561)	\$ (112,376)	\$ (169,125)	\$ (188,645)	\$ (230,571)	\$ (59,673)	\$ (1,766,389)	\$ (148,698)	\$ -	\$ (10,532,222)
Interdivisional Expense Alloc-MT	(200,115)	(211,125)	(2,931,635)	(6,480,799)	-	(1,591,124)	(173,360)	(178,027)	(399,938)	(242,706)	(74,588)	(907,809)	(981,076)	-	(14,372,302)
Planning Chargebacks-GIS	-	-	-	(\$275,892)	-	-	-	-	-	-	-	-	-	-	(275,892)
Interdivisional Expense Alloc-LRT	(15,008)	(11,795)	(300,941)	(217,637)	-	(180,610)	(123,628)	(13,352)	(46,681)	(18,203)	(3,285)	(65,995)	(25,398)	-	(1,022,533)
A-87 -HRA	-	-	-	-	-	-	-	-	-	-	-	-	-	(635,000)	(635,000)
A-87- Metropolitan Transp Svcs	-	-	-	-	-	-	-	-	-	-	-	-	-	(825,000)	(825,000)
Subtotal Allocations	\$ (405,232)	\$ (498,419)	\$ (4,389,048)	\$ (11,844,577)	\$ (898,855)	\$ (2,237,295)	\$ (409,364)	\$ (360,504)	\$ (635,264)	\$ (491,480)	\$ (137,546)	\$ (2,740,193)	\$ (1,155,172)	\$ (1,460,000)	\$ (27,662,949)
Property Tax Transfer to MCES	-	-	-	-	-	-	-	-	-	-	-	-	-	100,000	100,000
Water Supply Transfer to MCES	-	-	-	-	-	-	-	-	-	-	-	-	-	451,000	451,000
Total Other Uses	\$ (405,232)	\$ (498,419)	\$ (4,389,048)	\$ (11,844,577)	\$ (898,855)	\$ (2,237,295)	\$ (409,364)	\$ (360,504)	\$ (635,264)	\$ (491,480)	\$ (137,546)	\$ (2,740,193)	\$ (1,155,172)	\$ (909,000)	\$ (27,111,949)
Total Expenses and Other Uses	\$ 95,056	\$ 1,335,205	\$ 543,719	\$ 2,193,085	\$ 144,655	\$ 500,523	\$ 103,836	\$ 84,563	\$ 74,734	\$ 115,286	\$ 235,003	\$ 1,731,969	\$ 67,677	\$ (909,000)	\$ 6,316,311
Change in fund Balance															\$ (451,000)

Metropolitan Council 2009 Summary Budget

Regional Administration

Regional Administration coordinates and provides centralized service functions such as human resources, finance, legal, purchasing and risk management for the benefit of the operating and line divisions of the Council. The majority of the Regional Administration budget is allocated to the operating divisions of the Council.

MISSION: To provide essential, integrated management, support, and oversight services to the Council and its operating units.

Regional Administration's continuing priority for 2009 will be maintaining, and where necessary, improving its support of the Council's operating units by providing highest quality, cost effective shared services.

EXPECTED RESULTS

- Provide leadership in anticipating changes and potential issues for the agency
- Facilitate continuous improvement of day-to-day service delivery and support
- Build effective partnerships and relationships through strong customer service
- Facilitate stakeholder input to regional decision making.

ORGANIZATION OF REGIONAL ADMINISTRATION

Regional Administration includes the Office of the Chair and the Office of the Regional Administrator. The organization chart in the Authority and Organization section (p. 2-6) of the budget shows reporting relationships within Regional Administration.

The administrative support units within Regional Administration include:

- Legal - General Counsel
- Program Evaluation & Audit
- Government Affairs
- Public Affairs
- Office of Diversity
- Human Resources
- Fiscal/Central Services
- Information Services/GIS
- Risk Management
- Contracts and Procurement
- Budget and Evaluation

Administrative services are provided to the business units on a cost reimbursement basis. These costs are shared under procedures documented in the Council's "Internal Cost Allocation Plan." A portion of the administrative costs for Council-wide administrative duties not attributable to specific units are allocated to business units under agreed upon cost allocation procedures.

Resource needs and budget requests from administrative units are developed through joint work planning involving administrative unit managers and business unit management. On quarterly basis administrative managers prepare reports for business units that assess services provided and costs allocated. Considerable effort is put into administrative cost control including monitoring of shared administrative resources and system development costs.

Metropolitan Council 2009 Summary Budget

Regional Administration

DEPARTMENTAL TACTICAL GOALS

LEGAL

- Assist Council with all appropriate federal and state legal compliance requirements.
- As needed, realign internal legal staff assignments and external legal service providers so that high quality, cost-competitive legal services are delivered.
- Improve transactional documentation process through increased client contact and timely document production.
- Increase productivity through the use of appropriate cutting-edge research and document production tools.
- Design and implement effective communication links with clients.
- Facilitation and encouragement of preventive legal services practices throughout the organization.

PROGRAM EVALUATION & AUDIT

- Develop and execute a comprehensive risk assessment and risk-based audit plan to ensure that audit resources are targeted to the areas of highest risk for the Council.
- Carry out special audits or investigations at the request of the Regional Administrator, Council leadership, or the Audit Committee.
- Conduct thorough audits of program structure, management, and performance and make recommendations to enhance the efficiency and effectiveness of Council activities.
- Design and implement audit programs to assist management in verifying the compliance of their programs with the applicable laws and regulations.
- Consult with other managers and leaders throughout the Council to assist with the development and use of internal controls and performance measurement for program accountability.
- Coordinate with external auditors, including the Office of the State Auditor and federal program auditors.

PUBLIC AFFAIRS

- Communicate the Council's commitment to work collaboratively with local governments and other partners to accommodate the region's growth and ensure the efficient use of our regional transportation, aviation, wastewater and park systems.
- Support Council efforts to assist local governments as they work to update their comprehensive plans.
- Support the Council's long-term efforts to improve the region's transportation system and slow the growth in traffic congestion.
- Improve and expand the information and services provided on-line to better serve the public and key stakeholder groups.

DIVERSITY

- Provide leadership in creating and sustaining an emotionally healthy and inclusive organization by providing diversity related training and consultation.
- Promote the development and contribution of all employees by providing them with fundamental workplace behavior training regarding harassment and discrimination.

Metropolitan Council 2009 Summary Budget Regional Administration

- Increase the use of technology in the collection, reporting, and communication of diversity and equal opportunity information.
- Create procedures and practices that support the Council's commitment to utilizing a diverse range of suppliers and contractors through efficient and comprehensive contract compliance programs.
- Establish and sustain relationships with communities and organizations to help achieve the mission of the Office.
- Create and/or support diversity awareness opportunities and events that support the Council's mission.

HUMAN RESOURCES

- Develop a comprehensive compensation program that provides fair, equitable and competitive wages with flexibility to meet business needs.
- Design, document and implement timely, cost effective selection processes that reflect best practices, are legally defensible and identify highly qualified applicants.
- Leverage the functionality of e-HR to streamline processes, lower administrative costs and support business units needs and decision making.
- Implement an integrated, comprehensive Council-wide disability management and leave program.
- Partner with business units to plan and implement HR audit recommendations and best practices on employee file management and access.
- Implement short and long term strategies designed to control health care costs and lower administrative expenses.
- Partner with business units in developing proactive labor relations strategies and principles and building labor management skills.
- Increase the capacity of human resources to better support business unit initiatives.
- Partner with business units to develop and implement work force plans that support short and long term business goals and needs.

FISCAL/CENTRAL SERVICES

- Identify and implement additional efficiencies in systems and processes to provide the most effective service to customers.
- Evaluate process and system improvement possibilities in Accounts Receivable, Accounts Payable, and Payroll; including increased use of Electronic Funds Transfer (EFT).

INFORMATION SYSTEMS/GIS

- Enable the goals of the operating units by proactively providing value-added information services that are customer focused and aligned with the business.
- Partner with the operating units in planning, developing, and implementing business systems that support the goals of the business units.
- Provide a service delivery infrastructure with the characteristics of being reliable, secure, flexible, and cost conscious. Position the Council to enable e-government through secure Internet access and partnership in creation of an e-government strategy.

Metropolitan Council 2009 Summary Budget Regional Administration

- Enhance quality and efficiencies by improving the ability to successfully and consistently manage and implement projects, manage assets, and implement changes successfully.
- Expand enterprise-wide leadership and support for GIS activities to help increase productivity and efficiency throughout the Council and enhance communication with its clients.
- Develop opportunities for sharing GIS data, services and expertise with surrounding counties to facilitate coordination of the region's development.

RISK MANAGEMENT

- Advise Council management on appropriate risk management strategies to manage risk and minimize loss.
- Develop strategic plan for risk management.
- Assist each division in analyzing loss exposures and identifying risk management tools/resources to manage those costs.

CONTRACTS AND PROCUREMENT

- Assist MCES and RA customers in solicitations for goods and services, the creation of purchase orders, and the execution of contracts.
- Follow processes and maintain records that demonstrate compliance with procurement policy and procedures.
- Continuously improve the process of procuring goods and services most advantageous to the Council.
- Facilitate accurate reporting of Council expenditures and encumbrances.

BUDGET AND EVALUATION

- Coordinate development of annual unified operating budgets, and five-year capital program and annual capital budget.
- Oversee and coordinate issuance of Council sponsored debt.
- Administer and monitor Council cost sharing/allocation programs.

OVERVIEW OF REGIONAL ADMINISTRATION BUDGET

Total 2009 budgeted expenditures for Regional Administration is \$33,428,260 with sixty-one percent of the budget representing staffing costs, and twenty-seven percent representing consulting or contractual services related expenses. The balance is comprised of rent, utilities, training, supplies, and other miscellaneous expenses.

Approximately \$27.6 million, or 83%, of Regional Administration expenses are shared or allocated to business units under The Council's cost allocation and federal Office of Management and Budget (OMB) A-87 guidelines.

Metropolitan Council 2009 Summary Budget Regional Administration

COMPARISON OF 2009 BUDGET TO 2008

Regional Administration expenditures increase 6.8 percent in 2009 to \$33,428,260, largely driven by the transfer of the GIS department, salary increases, and Information Services consulting costs.

	<u>Adopted Budget</u>		<u>Percentage</u>	
	<u>2008</u>	<u>2009</u>	<u>Change</u>	<u>of total</u>
Salaries & Benefits	18,977,128	20,467,617	7.9%	61%
Consulting/Contractual Svcs.	8,318,602	9,023,313	8.5%	27%
Other Operating Expenses	3,991,820	3,937,330	-1.4%	13%
Total	<u>31,287,550</u>	<u>33,428,260</u>	6.8%	<u>100%</u>

2009 Regional Administration departmental expenditure budgets compared to the 2008 adopted budget are displayed in the following table.

Department	<u>Adopted Budget</u>		<u>Percentage</u>	Major Changes
	<u>2008</u>	<u>2009</u>	<u>Change</u>	
Government Affairs	487,986	500,288	2.5%	
Public Affairs	1,935,676	1,833,624	-5.3%	Some Consulting moved to IS
Human Resources	4,764,515	4,932,767	3.5%	
Information Services/GIS	12,273,043	14,037,662	14.4%	More Consulting & GIS addition
Purchasing/Contracting	1,048,657	1,043,510	-.5%	
Legal	2,664,050	2,737,818	2.8%	
Internal Audit	505,712	513,200	1.5%	
Regional Administrator	440,659	445,067	1.0%	
Diversity	686,351	709,998	3.5%	
Chairs Office	604,580	606,766	.4%	
Budget & Evaluation	362,768	372,549	2.7%	
Fiscal / Central Services	4,315,861	4,472,162	3.6%	
Risk Management	1,197,692	1,222,849	2.1%	
	<u>31,287,550</u>	<u>33,428,260</u>	6.8%	

Metropolitan Council 2009 Unified Budget Budget Development and Adoption Process

Introduction

The Metropolitan Council budget is a unified operations budget that encompasses all operating units and revenue sources. It is composed of three operating divisions: Environmental Services Division, Transportation Division, and Community Development Division. A separate capital improvement program and budget for 2009-2014 is also prepared including major facilities primarily financed by means of long-term debt.

The Council's budget addresses the overall vision and mission of the agency, which will guide the development of the 2009 work program. Each of the individual operating divisions develops its own mission based upon the Council's Implementing Strategies and the needs of the customer, client, or stakeholder served.

Each of the Council's operating divisions has unique revenue sources based upon specific client relationships. The Council's operating divisions develop their budget proposals in consideration of their clients' service needs, respective funding sources, and Council policy. For example:

- In the Environmental Services Division, municipal customers pay for the level of service based on actual wastewater flow. The unit cost of the service is the same for all users. Cities, in turn, collect fees for the volume of wastewater collected and treated from residential, commercial and industrial customers.
- In the Metropolitan Housing and Redevelopment Authority (HRA), cities and the federal Department of Housing and Urban Development (HUD) depend upon specific results from the HRA, while clients are the recipients of the services being provided.

Budget Process

Development of the annual operating budget is an intensive, nearly eleven month process involving the entire organization. The final product is a policy and financial plan covering all of the Metropolitan Council's programs and services. The adopted 2009 unified operating budget is \$754 million, and includes the Council's anticipated operating revenues, expenditures, pass-through grants and loans, and debt service.

The budget process typically begins in February of the preceding fiscal year. Initial steps include communication of key assumptions for use in preparing budget requests. The shared services departments that comprise Regional Administration along with the Community Development division begin the budget process with their budget proposals that are due in early April. These preliminary budgets are reviewed with the Regional Administrator and presented for review by the Council's Management Committee.

During April, May and June the operating divisions review and discuss goals and strategies with their respective Council committee. Preliminary divisional budgets based on these discussions are reviewed with the Regional Administrator's Office and then presented to the various Council committees.

During June and July, the Environmental Services Division proposed budget is presented to the Council's Environment Committee. The Environmental Services Division budget determines municipal wastewater charges for cities in the region for the upcoming year. Public meetings on the proposed Environmental Division budget are held prior to adoption of the proposed budget so that communities and other clients have the opportunity to comment on the budget and proposed municipal wastewater charges. The Environmental Services division budget, once completed, is reviewed with the Regional Administrator's Office and presented to the Environment committee.

Metropolitan Council 2009 Unified Budget Budget Development and Adoption Process

The Transportation division budget is partially dependent on the outcome of legislative session funding actions. Therefore, completion of the proposed transportation budget is often contingent on completion of the current legislative session. The transportation budget, once completed, is reviewed with the Regional Administrator's Office and presented to the Transportation committee.

In August, the Council is presented a preliminary unified budget and proposed property tax levies for consideration, discussion, and eventual adoption. Immediately after adoption of the preliminary operating budget and levies, the Council transmits to the State Department of Revenue and the respective county auditors the preliminary budget and proposed property tax levies in compliance with Truth-in-Taxation and other statutory requirements. The State Department of Revenue determines whether the proposed levies are within statutory levy limits. The county auditors then incorporate the Council's proposed levies in the Truth-in-Taxation certificates sent to metropolitan area households in November.

During October, the Council adopts a draft of the proposed operating and capital budgets. The Council must adopt a final Unified Budget and property tax levies no later than December 20.

Capital Budgeting

Under State statute, the Council is required to adopt a Capital Improvement Program (CIP) and Annual Capital Budget for major equipment, facilities, and land; and grants programs administered by the Council for similar purposes. In response to state statute (473.13), the Council's annual CIP and Capital Budget is adopted and published separately from the Council's operating budget.

The CIP generally covers a six-year period and includes major asset purchases for the Metropolitan Council Environmental Services Division, transit operations, including Metro Transit and other transit providers, and the Metropolitan Parks and Open Space Commission.

The CIP and annual Capital Budget document presents:

- A unified Capital Improvement Program (CIP) which details capital investments and financing;
- A fiscal impact assessment which considers capital investments and financing within the context of the region's ability to pay; and
- A unified Capital Program and Budget with new multi-year capital program authorizations and capital expenditures.

Metropolitan Council
2009 Unified Operating Budget

APPENDICES

A. Service Level History Charts

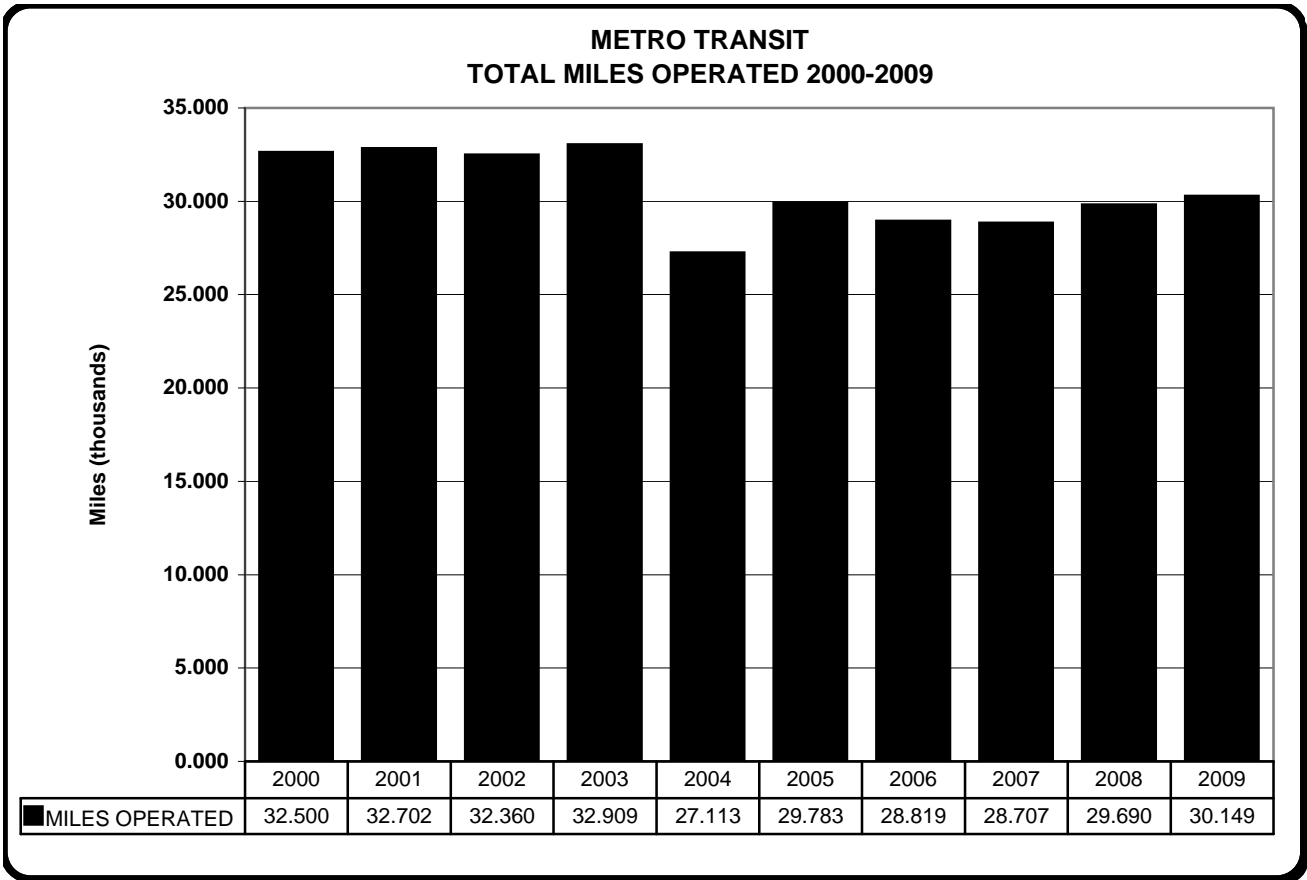
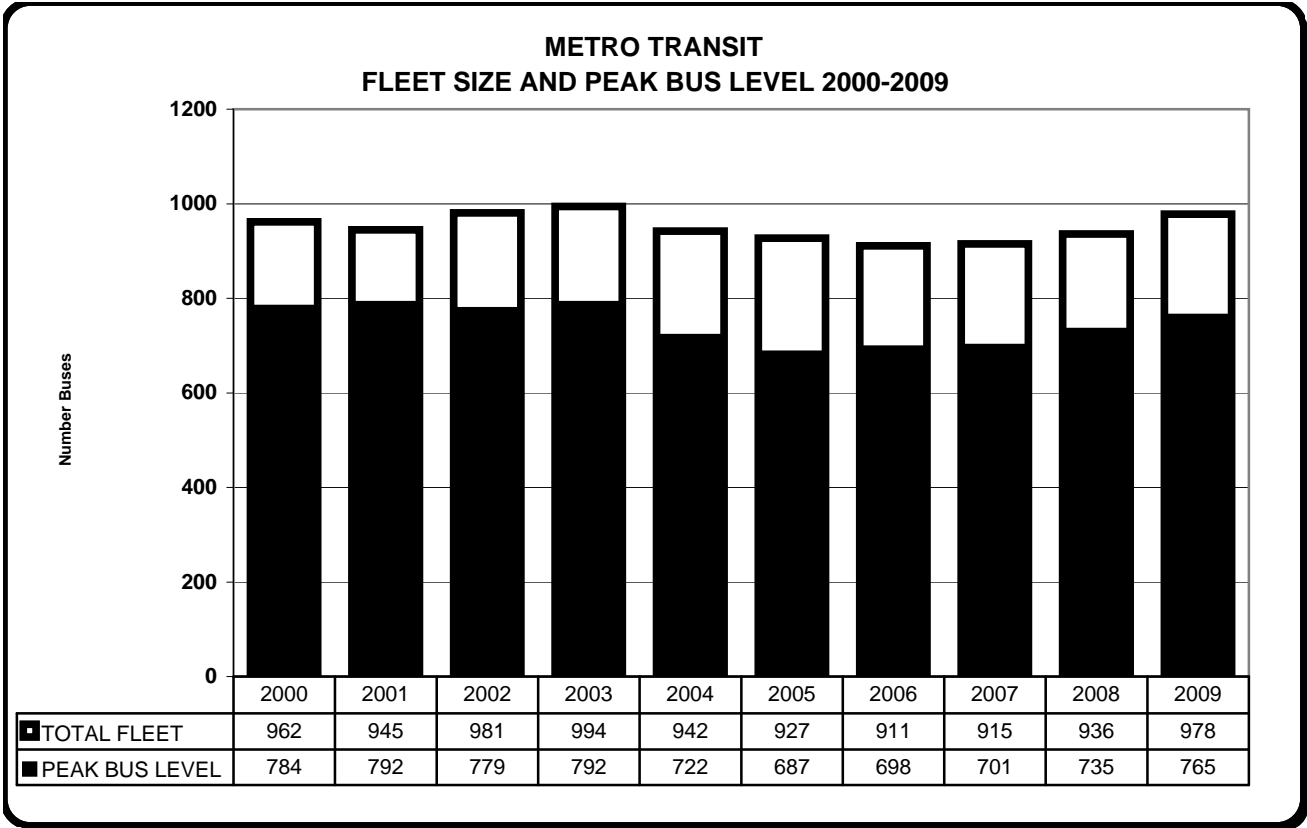
- 1) Metro Transit
- 2) Metropolitan Transportation Services
- 3) Community Development
- 4) Environmental Services

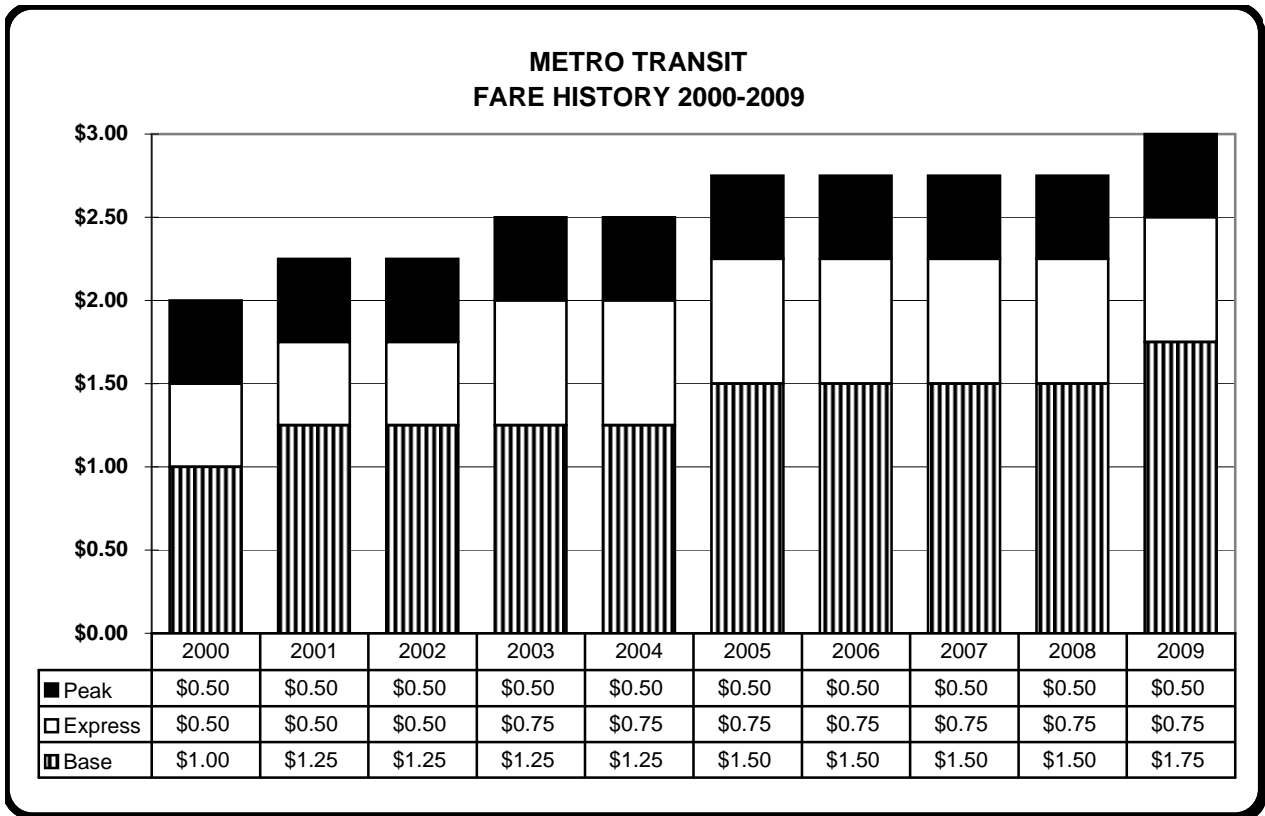
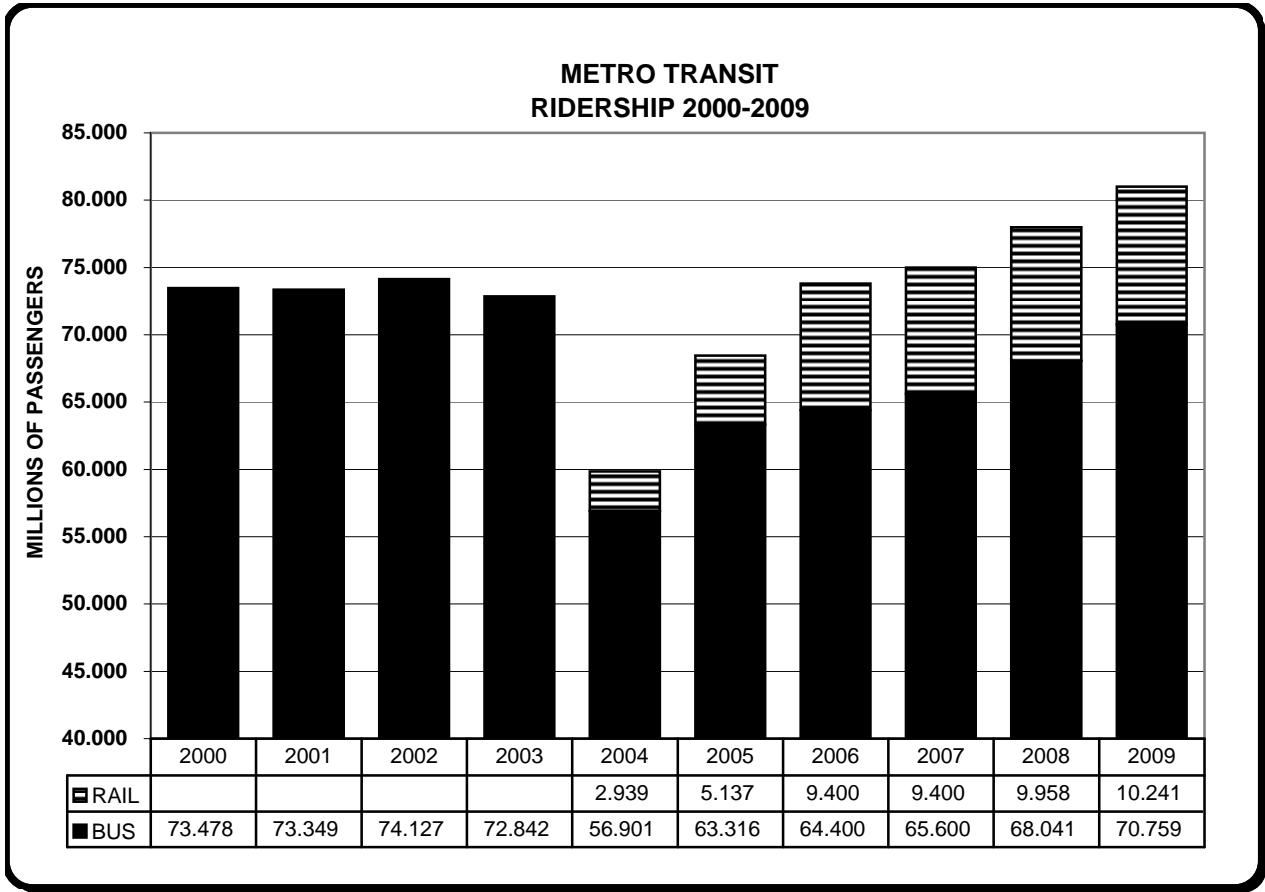
B. Report on Professional / Technical Contractual Services

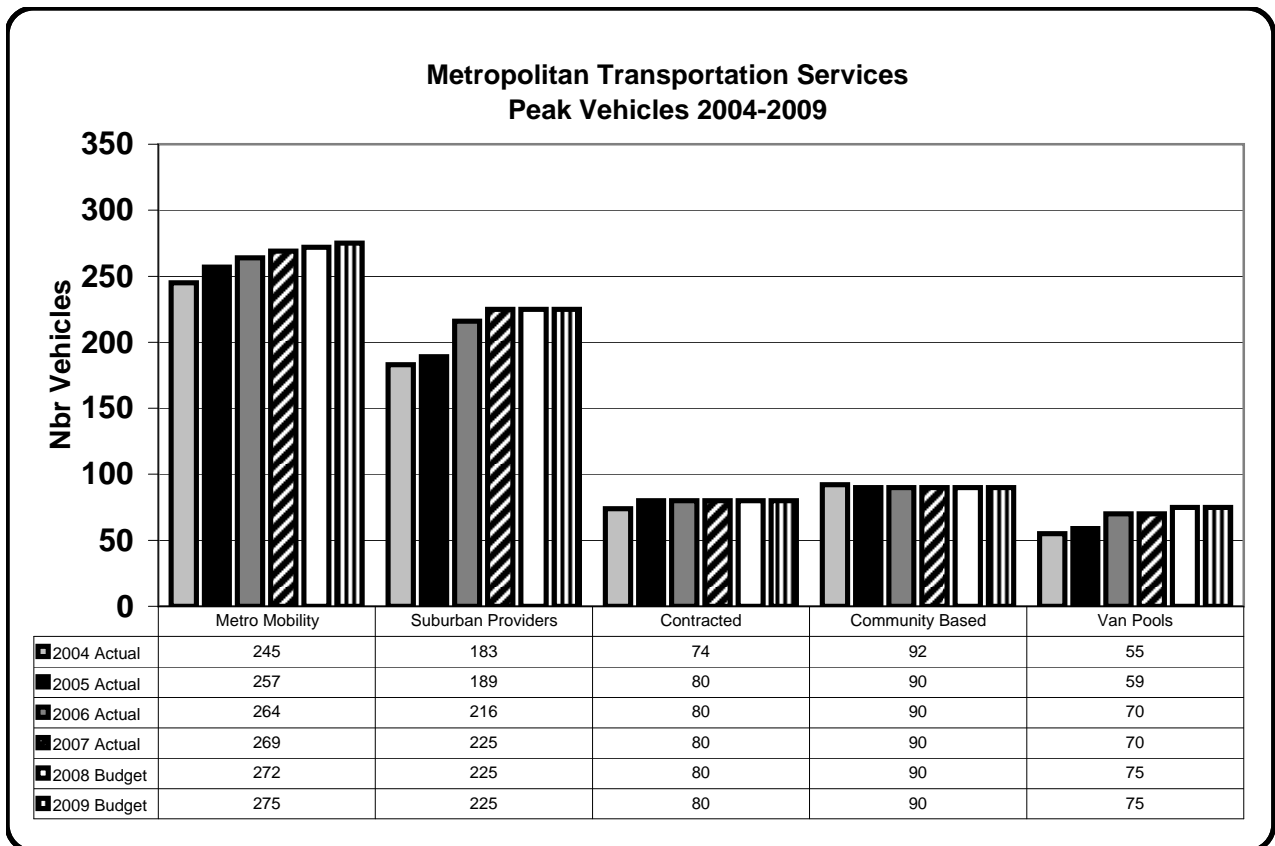
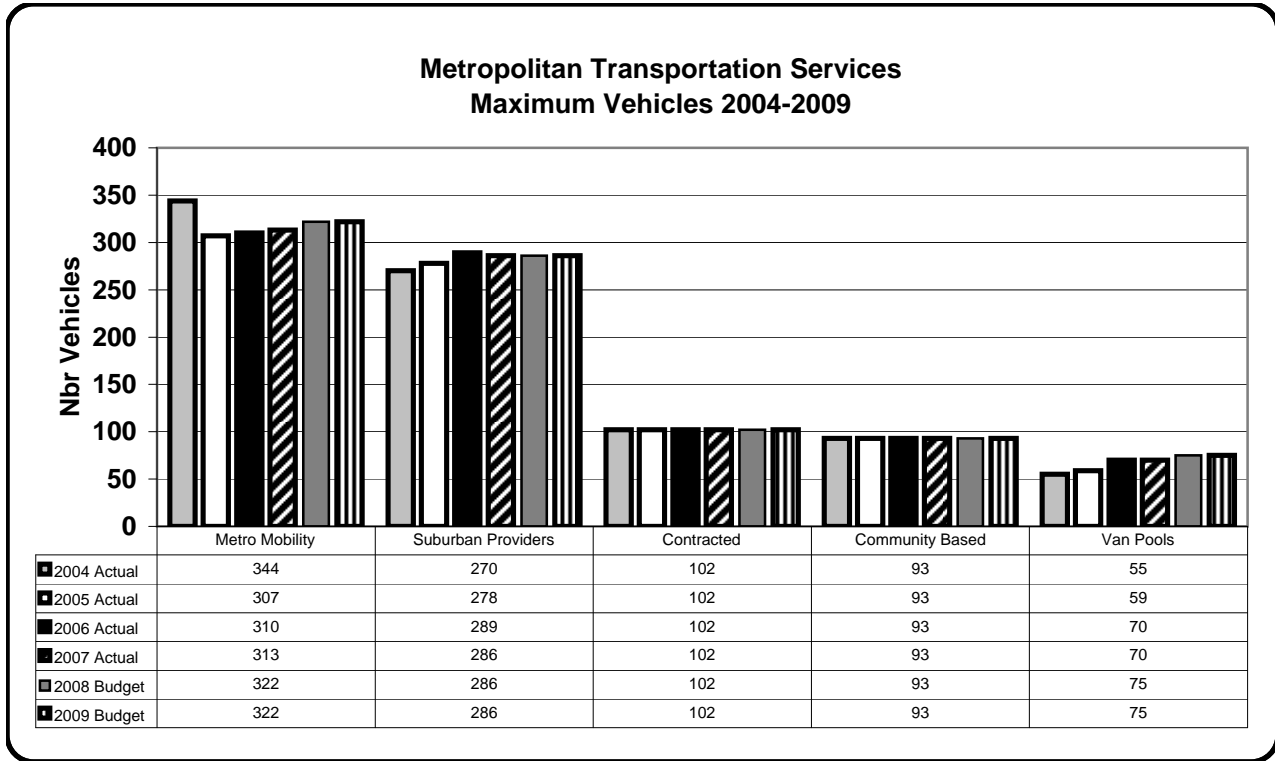
- 1) 2007 Actual
- 2) Draft 2008 (11 mos. Actual)
- 3) 2009 Adopted Budget

C. Capital Outlay

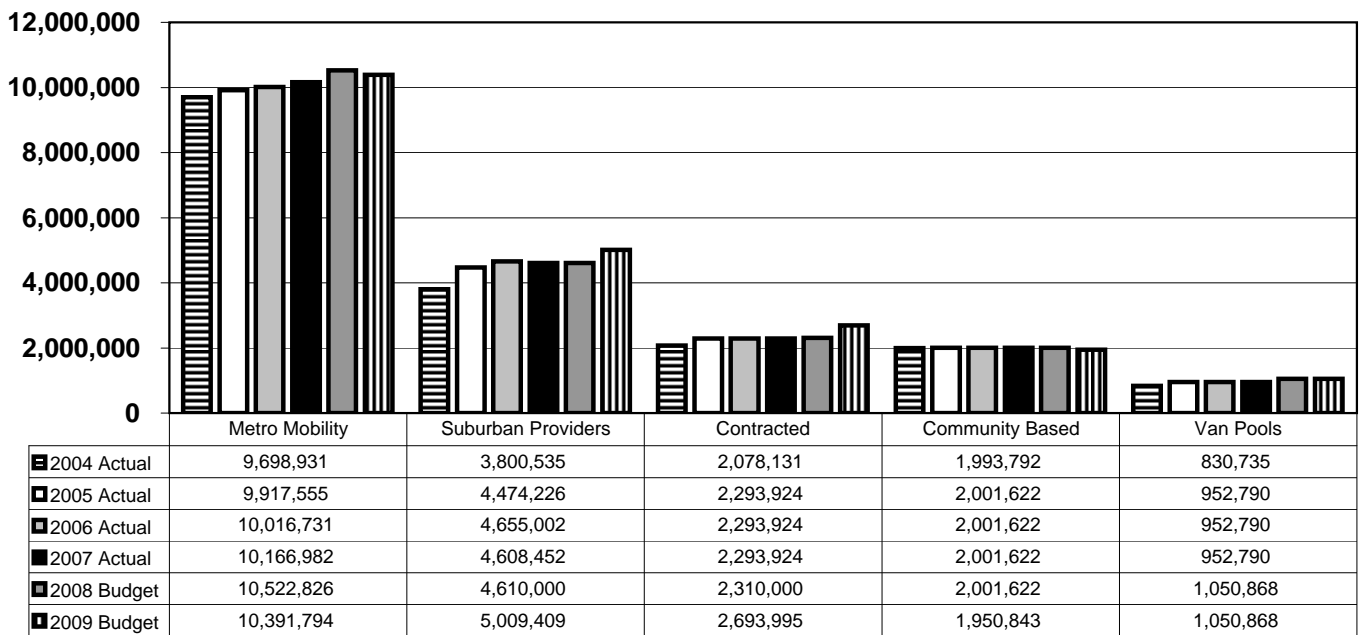
D. Glossary



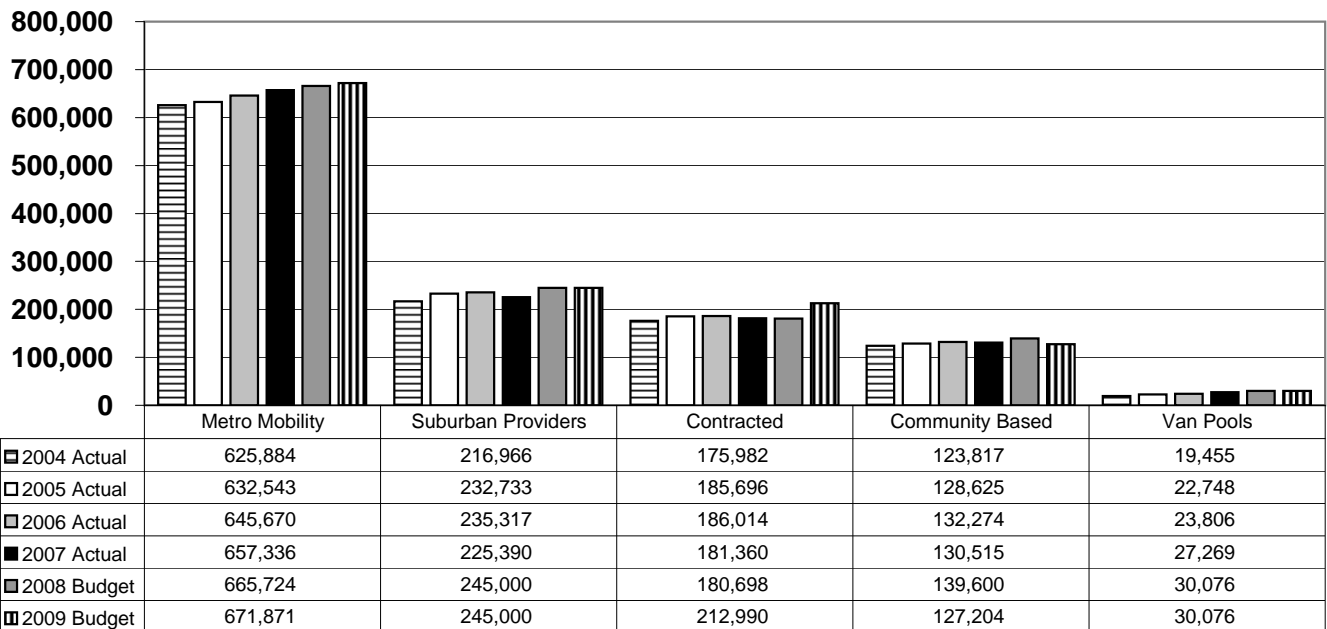




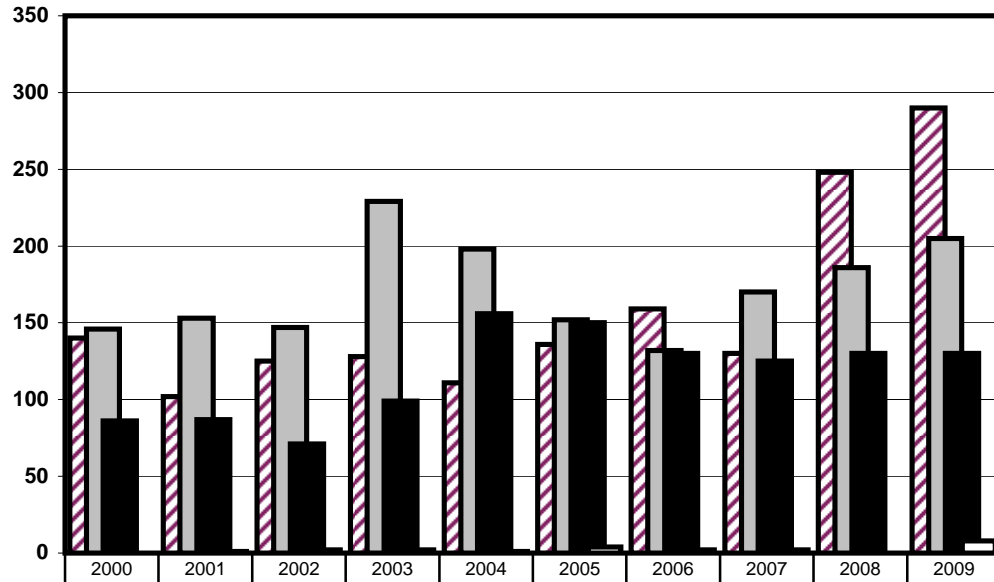
**Metropolitan Transportation Services
Revenue Miles**



**Metropolitan Transportation Services
Revenue Hours**

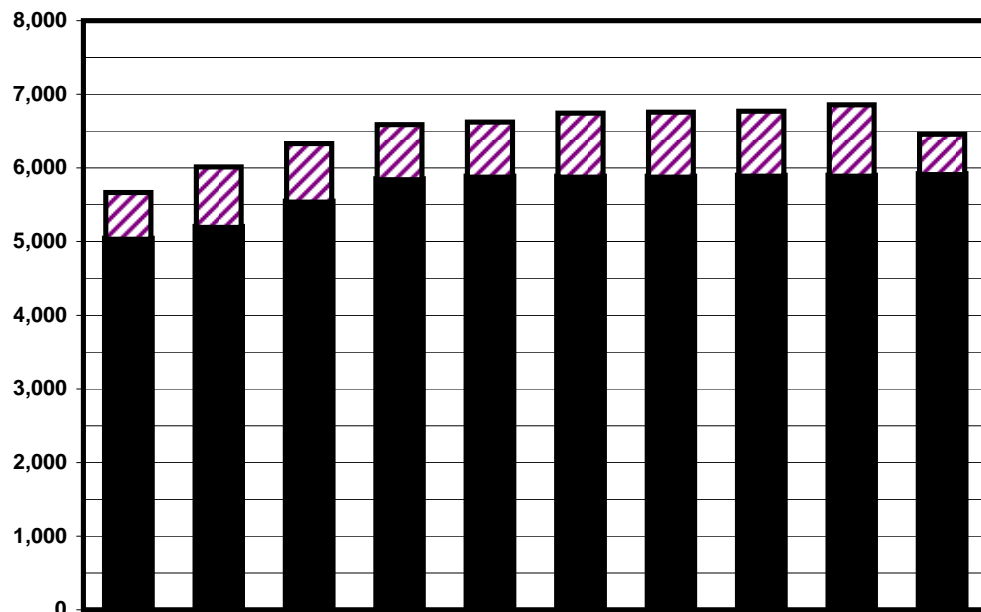


OFFICE OF LOCAL PLANNING ASSISTANCE
REVIEWS AND REFERRALS



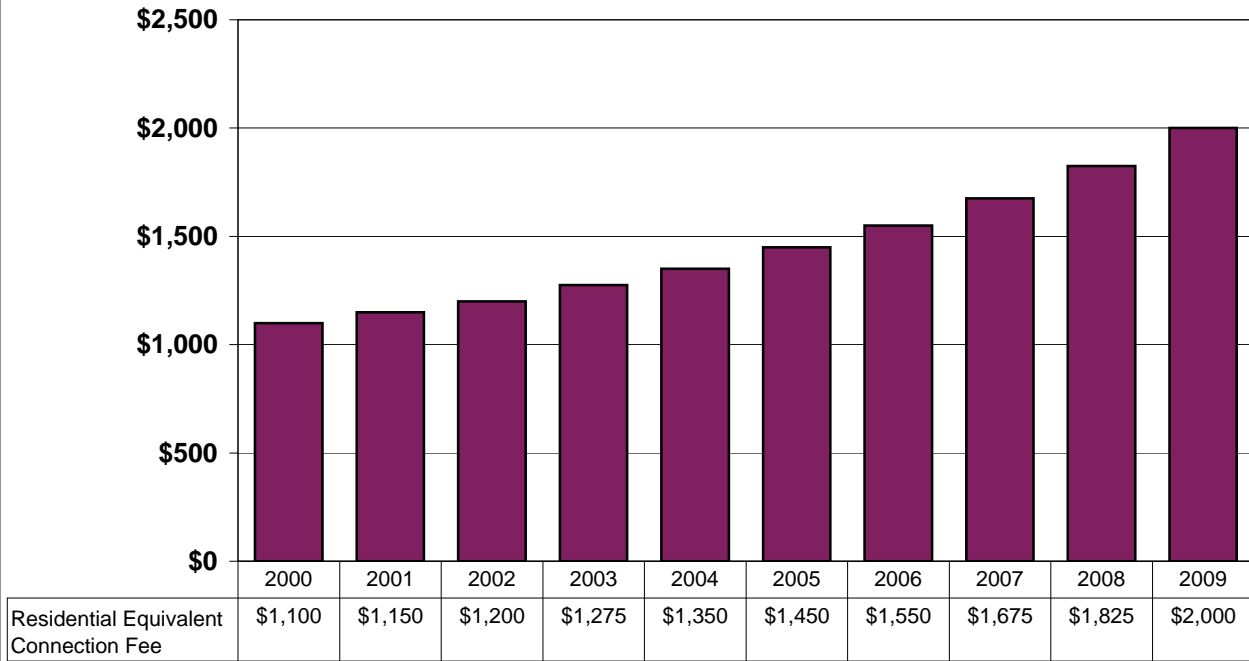
	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009
Comp Plans	140	102	125	128	111	136	159	130	248	290
Other	146	153	147	229	198	152	132	170	186	205
EAW/EIS	86	87	71	99	156	150	130	125	130	130
Land Use Airport Search	0	1	2	2	1	4	2	2	0	8

NUMBER OF HRA ASSISTED HOUSEHOLDS

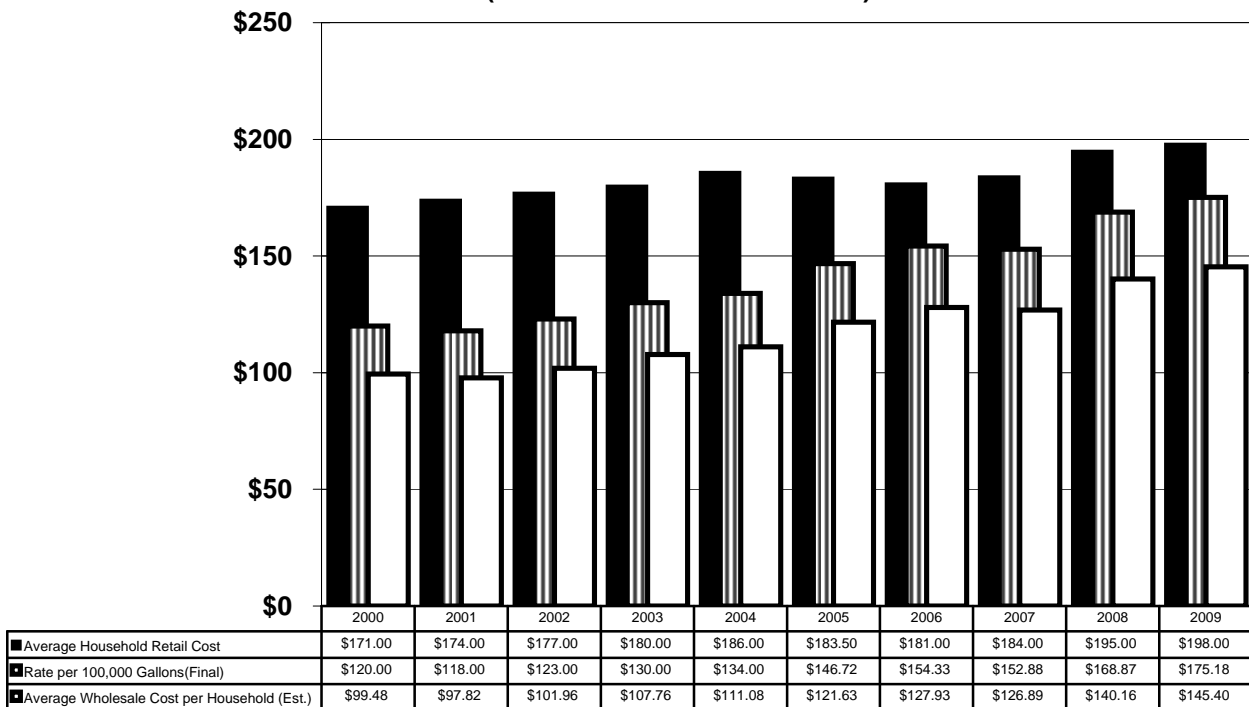


	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009
*SPECIAL PROGRAMS	641	822	799	750	750	875	886	886	973	555
SECTION 8	5027	5190	5531	5836	5871	5871	5871	5885	5885	5904

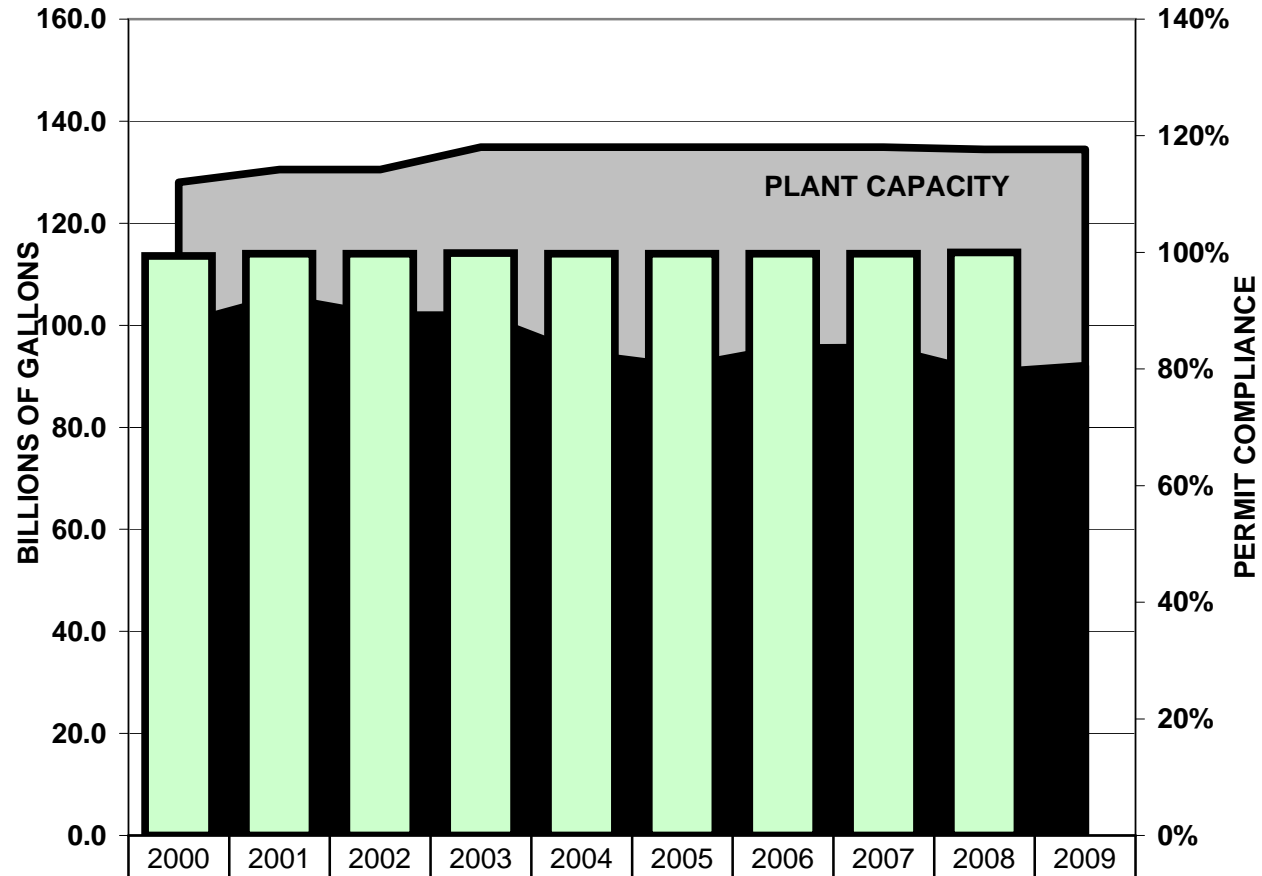
**Wastewater Services
Service Availability Standard Charge per Unit**



**Wastewater Services Average Costs
(2009 Retail Cost is Estimated)**



QUALITY COLLECTION AND TREATMENT OF WASTEWATER
 (2008 Permit Compliance as 7/31/08)



■ TREATMENT PLANT CAP	128.00	130.50	130.50	134.90	134.90	134.90	134.90	134.90	134.50	134.50
■ ANNUAL FLOW VOLUME	100.10	105.50	102.00	102.00	94.40	91.86	95.50	95.64	90.70	92.09
■ PERMIT COMPLIANCE	99.4%	99.8%	99.8%	99.9%	99.8%	99.8%	99.8%	99.8%	100.0%	

Legislative Requirement for Report on Consultant Activity

Legislation enacted in 2001 requires that the Metropolitan Council provide information about professional and technical contractual services in the annual budget document. Under the statute, the Council must provide specific information by contract or project for the preceding fiscal year(s) and on proposed projects for the next year. The information required includes:

1. Methods the Council used to obtain consultant services;
2. Criteria used by the Council to award the contract;
3. Number of consultants who sought the contract;
4. Total cost of the contract;
5. Duration of the contract; and
6. Source of the funds used to pay for the contract.

Procurement Procedures

The Council's procurement procedures for professional services are based on the value of the services, and can generally be divided into three groups:

- **Services valued at up to \$2,500** - These services are considered micro-purchases and do not require a competitive process. They are initiated as a purchase requisition, and are executed as a purchase order and are generally arranged by project managers without a solicitation process.
- **Services valued between \$2,500 and \$50,000** – Procurements of professional services between \$2,500 and \$50,000 are initiated as a purchase requisition and require an informal competitive process. They can be executed as either a purchase order or a contract. At least three proposals are solicited and evaluated based upon factors such as cost, experience, qualifications, work plan and schedule, and availability. The vendor judged to be most advantageous to the Council is selected. In some cases, a vendor may be selected using a Joint Purchasing Agreement (see discussion below), or through a sole source authorization.
- **Services valued at \$50,000 or greater** – Procurements of professional services above \$50,000 are initiated as a contract request and require a more formal competitive process. They are generally executed as a formal contract and generally follow one of four processes, Informal Request for Proposal (RFP), Formal RFP, Joint Purchasing Agreement (JPA), or Sole Source Authorization.
 - **Informal RFP:** typically used for procurement of professional services between \$50,000 and \$100,000. A written RFP is sent to prospective proposers. The RFP document defines the scope of work and project schedule, lists the information requested from proposers, and lists criteria that will be used by Council staff in the evaluation of the proposals. An evaluation panel of Council staff evaluates the proposals received and selects the vendor judged to be the most advantageous to the Council.
 - **Formal RFP:** typically used for all procurement of professional services over \$100,000. The RFP is advertised in the State Register, and sometimes in other publications that may attract proposals, depending on the scope of work. The RFP is a formal document that addresses the scope of work, the project schedule, various aspects of the procurement process, and instructions to proposers in the preparation of proposals. Proposals are evaluated by a formal evaluation panel based on the evaluation criteria published in the RFP. The evaluation panel recommends the proposal most advantageous to the Council. Awards up to \$250,000 are recommended to the Council's Regional Administrator; awards greater than \$250,000 require Council action.

The Council has the authority to enter into Joint Purchasing Agreements (JPA's) with other governmental units as provided for in Minnesota Statute. Joint Purchasing Agreements enable the Council to participate in cooperative buying arrangements where prices for certain goods and services are established based on the estimated total demand by the cooperative members. The Council has Joint Purchasing Agreements with the State of Minnesota, Hennepin County, Ramsey County, and the University of Minnesota. Some professional services are procured through JPA's.

In some cases, Council staff seeks authorization to award professional service contracts on a sole source basis. For contracts valued up to \$250,000, sole source authorization must be approved by the Regional Administrator. For contracts valued at greater than \$250,000, sole source authorization must be approved by Council action. Furthermore, procurements of architectural and engineering projects funded by the Federal Transit Administration must adhere to the Federal Brooks Act. The Brooks Act requires that vendor selection be done without the criteria of price.

Contents of Report

The consulting and contractual services report consists of a summary plus supporting schedules presented by year for 2007, 2008 and 2009. The report for fiscal year 2007 lists actual contracts including separate tables for Contracts \$50,000 or Greater and Contracts Less than \$50,000. Micro purchases, under \$2,500, are not individually listed but are summarized as a line item within the less than \$50,000 schedule.

The report for fiscal year 2008 (adopted budget) and 2009 (proposed budget) reflects budgeted or proposed authority for anticipated consulting or contractual services for each of the Council's major divisions. As actual data becomes available, the budget data will be replaced with actuals.

Additional Information Available on Request

Additional information and detail is available upon request. Requests should be made to Paul Conery, Budget and Evaluation Manager (651-602-1374). Questions regarding Council procurement policies and procedures should be made to Micky Gutzmann, Purchasing Manager (651-602-1741).

METROPOLITAN COUNCIL
SUMMARY REPORT ON PROFESSIONAL/TECHNICAL SERVICES ACTIVITY

APPENDIX B

2007 Actual						
Contract Amounts by Division	MCES	Metro Transit	Metropolitan Transportation Services	Metro HRA	Reg'l Admin + Community Development	Total
Contracts, \$50,000 or Greater	\$ 27,937,570	42,942,549	\$557,384		\$ 3,228,239	\$ 74,665,742
Contracts, \$2,500 - \$50,000	446,624	388,757	123,790	39,786	583,382	1,582,339
Contracts, Less Than \$2,500	30,328	17,445	6,261	6,055	40,109	100,198
Total	\$ 28,414,522	\$ 43,348,751	\$ 687,436	\$ 45,840	\$ 3,851,730	\$ 76,348,279
Percent of Total						
Contracts, \$50,000 or Greater	98.3%	99.1%	81.1%		83.8%	97.8%
Contracts, \$2,500 - \$50,000	1.6%	0.9%	18.0%	86.8%	15.1%	2.1%
Contracts, Less Than \$2,500	0.1%	0.0%	0.9%	13.2%	1.0%	0.1%
Total	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%

2008 Actual (Draft Report - 11 mos.)						
Contract Amounts by Division	MCES	Metro Transit	Metropolitan Transportation Services	Metro HRA	Reg'l Admin + Community Development	Total
Contracts, \$50,000 or Greater	\$ 8,762,035	5,686,831	\$ -		\$ 7,754,452	\$ 22,203,318
Contracts, \$2,500 - \$50,000	189,446	74,832	34,190	30,000	321,648	650,116
Contracts, Less Than \$2,500	2,500	24,934			1,805	29,239
Total	\$ 8,953,981	\$ 5,786,597	\$ 34,190	\$ 30,000	\$ 8,077,905	\$ 22,882,673
Percent of Total						
Contracts, \$50,000 or Greater	97.9%	98.3%			96.0%	97.0%
Contracts, \$2,500 - \$50,000	2.1%	1.3%	100.0%	100.0%	4.0%	2.8%
Contracts, Less Than \$2,500	0.0%	0.4%			0.0%	0.1%
Total	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%

Draft Report on Professional/Technical Services Activity-2007
Contracts Greater than \$50,000

APPENDIX B

Fund	Ref Number	Description of Services	Vendor	Start Date	End Date	Contract Amount	Interested Vendors	Proposers	Solicitation Method	Evaluation Criteria Used
100	06P157	A-87 Cost Allocation Plan	Government Management Group	3/27/2007	12/31/2009	\$60,000	9	2	Proposals	Quality, Qualifications, Experience, Cost
100	07P203	Graphic Designer for Public Affairs	Margaret Chan	12/26/2007	12/31/2009	\$74,000	6	2	Proposals	Quality, Qualification, Experience, Price
100	07P050	RFP for FSA Administrator On-Line Applicant and Recruitment Management System	Benesyst, Inc.	11/9/2007	3/31/2011	\$102,808	12	9	Formal RFP	Quality, Qualifications, Experience, Cost
100	07P005	Management System	NeoGov	10/4/2007	8/31/2011	\$108,500	20	2	Formal RFP	Quality, Qualifications, Experience, Cost
100	07P075	MOAC vs. Metropolitan Airports Commission	Fredrickson & Byron, P.A.	4/15/2007	12/31/2008	\$125,000	1	1	Legal Services	General Council Recommendation
100	07P092	Contract Computer Training	Elert & Associates	12/24/2007	12/31/2011	\$175,000	17	3	Formal RFP	Quality, Qualifications, Experience, Cost
100	06P112	Document Management Pilot Principal Financial Analyst - Investment	Mid-America Business Systems	3/1/2007	3/1/2009	\$195,000	43	8	Formal RFP	Quality, Qualifications, Experience, Cost
100	06P002	Custody and Securities Lending	Wells Fargo Investments LLC	5/1/2007	4/30/2012	\$250,000	11	3	Formal RFP	Quality, Qualification, Experience, Price
100	07P109	Background Investigation Services 1182714 12600 CP Adaptive SServer Enterprise IBM-AIX Covers period 12/11/07	Orange Tree Employment Screening	11/30/2007	11/30/2012	\$600,000	42	13	Formal RFP	Quality, Qualifications, Experience, Price
100	S 07010174	to 12/10/08 Ravi Rayaprolu - Developer consultant to help with our in-house modifications as we prepare for out move to version 8.9 of HRIS. Not to exceed \$32,000)	SYBASE INC	12/20/2007		\$54,634				
100	S 07007111	Web redesign services from 1/1/07 to 12/31/07.	MATCHPOINT SOLUTIONS INC	9/13/2007		\$60,000				
100	S 07004404	Kelly Reud - Service Desk contractor to fill open position at the IS service desk. Consulting to provide technical advice and recommendations related to the architecture design and migration design for the GroupWise to Exchange migration. (Not to exceed \$23,560)	FREDRICKSON COMMUNICATIONS	6/6/2007		\$65,000				
100	S 07005697	Installation of replacement for computer rollout (10 weeks at 40 hrs per week) PeopleSoft DBA Consultant supporting databases for Financials and Human Resources	EN POINTE TECHNOLOGIES	7/23/2007		\$68,000				
100	S 07005215	Lynn McElin - Project Management Consulting Services for 4 months (88 days or 704 hours)	RBA CONSULTING	7/5/2007		\$73,510				
100	S 07001822	Vishu Kakarlapudi - temp employee services as required	ROBERT HALF TECHNOLOGY	3/9/2007		\$75,788				
100	S 07002335	704 hours)	INFOCROSSING EAS INC	3/22/2007		\$90,000				
100	S 07002216	as required	CHARTER SOLUTIONS INC	3/20/2007		\$99,000				
100	S 07007764		MATCHPOINT SOLUTIONS INC	9/28/2007		\$120,000				
102	06P111	LTD Benefits Cleaning services at 390 N Robert Street building beginning January 8, 2007 through April 6, 2007 per verbal estimate dated January 3, 2007.	Hartford Life Group Sales Department	1/1/2007	12/31/2009	\$782,000	5	3	Formal RFP	Financial, Administrative, Ability to Control Electronics
253	S 07000122	Subtotal General Funds	MARSDEN BUILDING MAINTENANCE	1/4/2007		\$50,000				
						\$3,228,239				
201	06P148	Regional Garage Needs Study 2030 Transit Master Plan Modeling and Analysis	LSA Design, Inc.	2/13/2007	12/31/2007	\$108,272	30	4	Formal RFP	Quality, qualifications, experience
201	07P091	MISC PROFESSIONAL SERVICES - PERIOD 12/1/07 - 12/31/07 PAYMENT	SRF Consulting Group, Inc.	9/11/2007	12/31/2008	\$249,462	29	2	Formal RFP	quality, qualifications, experience
201	T 000012566	REQ# 4	SRF CONSULTING GROUP	12/01/07		\$52,717				
201	T 000012511	MISC PROFESSIONAL SERVICES - PERIOD 11/1/07 - 11/30/07 - PAYMENT	SRF CONSULTING GROUP	11/01/07		\$72,344				
201	T 000012511	REQ#3								

Draft Report on Professional/Technical Services Activity-2007
Contracts Greater than \$50,000

Fund	Ref Number	Description of Services	Vendor	Start Date	End Date	Contract Amount	Interested Vendors	Proposers	Solicitation Method	Evaluation Criteria Used
201	T 000012394	MISC PROFESSIONAL SERVICES - PERIOD 10/1/07 - 10/31/07 PAYMENT REQ# 2	SRF CONSULTING GROUP	10/01/07		\$74,589				
Subtotal MTS Funds						\$557,384				
610	05P076	Strategic Workforce Analysis	EMA, Inc.	11/5/2007	4/30/2009	\$100,000	21	3	Formal RFP	Quality, Qualifications, Experience, Cost
610	07P035	Energy Tariff and Cost Analyses	LLS Resources	8/29/2007	5/31/2010	\$100,000	21	4	Formal RFP	Quality, Qualification, Experience, Price
610	07P098	Temporary Staffing Service	Kelly Scientific Resources	10/25/2007	9/30/2009	\$100,000	5	4	Proposals	Quality, Qualifications, Experience, Cost
610	07P036	Energy Engineering Services	Brown and Caldwell	8/23/2007	7/1/2010	\$150,000	19	5	Formal RFP	Quality, Qualification, Experience, Price
610	06P181	Water Supply Availability Analysis Security Coverage at the Metro Plant East Gate.	Barr Engineering Company	5/22/2007	1/31/2009	\$240,325	26	5	Formal RFP	Quality, Qualifications, Experience, Cost
610	S 07000835	Security Coverage at the Metro Plant East Gate	GENERAL SECURITY SERVICES INC	2/15/2007		\$55,952				
610	S 07001067	Security Coverage at the Metro Plant East Gate	GENERAL SECURITY SERVICES INC	2/14/2007		\$56,610				
610	S 06009635	Empire Plant Anaerobic Digester Repair - Inspection, preliminary design and operational assistance as required. Land Acquisition Services for East Bethel	SHORT ELLIOTT HENDRICKSON INC	1/30/2007		\$400,000				
631	07P120	WWTP Master Contract for Construction Scheduling Services	SRF Consulting Group, Inc.	11/8/2007	6/30/2009	\$89,371	4	4	Proposals	Experience, Availability, personnel, cost Quality, Qualification, Service Delivery Plan, Price
631	07P008	Construction Support Services, Inc.	Construction Support Services, Inc.	6/27/2007	5/31/2011	\$200,000	27	7	Formal RFP	Plan, Price
631	07P011	Interceptor Sewer Tunneling Master Contract for Geotechnical Investigation	CNA Consulting, Inc.	8/28/2007	8/31/2012	\$1,000,000	21	3	Formal RFP	Quality, Qualifications, Experience, Cost Quality, Qualification, Service Delivery Plan, Price
631	06P119A	Master Contract for Geotechnical Investigation	American Engineering Testing, Inc.	2/5/2007	2/15/2010	\$1,000,000	19	4	Formal RFP	Quality, Qualification, Service Delivery Plan, Price
631	06P119B	Investigaiton Master Contract for Geotechnical Investigation	Braun Intertec Corporation	2/15/2007	2/15/2010	\$1,000,000	19	4	Formal RFP	Quality, Qualification, Service Delivery Plan, Price
631	06P119C	Investigation	STS Consultants Ltd.	2/15/2007	2/15/2010	\$1,000,000	19	4	Formal RFP	Quality, Qualification, Service Delivery Plan, Price
631	07P009A	Construction Inspection Master Contract	Earth Tech	5/31/2007	5/31/2011	\$1,500,000	34	12	Formal RFP	Quality, Qualification, Service Delivery Plan, Price
631	07P009B	Construction Inspection Services Master Contract	Bonestroo Rosene Anderlik & Associates, Inc.	5/31/2007	5/31/2011	\$1,500,000	34	12	Formal RFP	Quality, Qualification, Service Delivery Plan, Price
631	07P009C	Construction Inspection Services Master Contract	Howard R. Green Company	5/31/2007	5/31/2011	\$1,500,000	34	12	Formal RFP	Quality, Qualification, Service Delivery Plan, Price
631	07P009D	Construction Inspection Services Master Contract	Toltz, King, Duvall, Anderson and Associates, Inc. (TKDA)	5/31/2007	5/31/2011	\$1,500,000	34	12	Formal RFP	Quality, Qualification, Service Delivery Plan, Price
631	06P117C	Interceptor Design Projects	Howard R. Green Company	4/19/2007	12/31/2012	\$1,800,844	36	10	Formal RFP	Quality, Qualification, Experience, Price
631	06P117D	Interceptor Design Project ENGINEERING SERVICES FOR #1MN-320 LINING PROJECT AT THE TWINS STADIUM, AS PER QUOTE DATED MARCH 27,2007	Short Elliott Hendrickson, Inc. (SEH)	3/12/2007	12/31/2012	\$3,449,555	36	10	Formal RFP	Quality, Qualification, Experience, Price
631	S 07003594		BROWN AND CALDWELL	5/9/2007		\$170,000				
641	07P012A	Independent Technical Review	Brown and Caldwell	9/25/2007	8/31/2011	\$200,000	37	15	Formal RFP	Quality, Qualifications, Experience, Cost
641	07P012C	Indenpendent Techinal Review	Bolton & Menk, Inc. - Chaska	10/2/2007	8/31/2011	\$200,000	37	15	Formal RFP	Quality, Qualifications, Experience, Cost
641	06P044	MWWTP Space Utilization and Facilities Improvements	Brown and Caldwell	2/22/2007	12/31/2009	\$1,649,565	24	4	Formal RFP	Quality, Qualification, Service Delivery Plan, Price
641	06P118B	Wayzata Area Interceptor Improvements	Brown and Caldwell	7/18/2007	8/31/2013	\$3,646,385	35	8	Formal RFP	Quality, Qualification, Experience, Price
641	06P118C	L-27 Hopkins Lift Station and Interceptor Improvements	Camp Dresser & McKee Inc. (CDM)	12/11/2007	3/31/2013	\$5,228,963	35	8	Formal RFP	Quality, Qualification, Experience, Price

Draft Report on Professional/Technical Services Activity-2007
 Contracts Greater than \$50,000

APPENDIX B

Fund	Ref Number	Description of Services	Vendor	Start Date	End Date	Contract Amount	Interested Vendors	Proposers	Solicitation Method	Evaluation Criteria Used
		STRUCTURAL REVIEW AND EVALUATION OF THE GRATING SYSTEM AT								
641	S 07000400	THE EMPIRE & EAGLES POINT WWTP.	SHORT ELLIOTT HENDRICKSON INC	1/12/2007		\$100,000				
		Subtotal MCES Funds				\$27,937,570				
703	07P041	On-Call Engineering Support Services	LTK Engineering Services	10/11/2007	10/10/2010	\$750,000	31	1	Formal RFP	quality, qualifications, experience
710	07P146	Earth Tech Design, Inc. Master Design Contract 2007	EarthTech of Minnesota			\$200,000	83	13	Formal RFP	experience& qualifications, references, key personnel, sub-consultants, comprehensiveness of proposal
710	07P147	LSA Design Inc. Master Design Contract 2007	LSA Design, Inc.			\$200,000	83	13	Formal RFP	experience& qualifications, references, key personnel, sub-consultants, comprehensiveness of proposal
710	07P149	SRF Consulting Group Inc. Master Design Contract 2007	SRF Consulting Group, Inc.	10/17/2007	10/17/2010	\$200,000	83	13	Formal RFP	experience& qualifications, references, key personnel, sub-consultants, comprehensiveness of proposal
710	07P139	Howard R. Green Co. Master Design Contract 2007	Howard R. Green Company			\$300,000	83	13	Formal RFP	experience& qualifications, references, key personnel, sub-consultants, comprehensiveness of proposal
724	07P052	Evaluation of Washington Avenue Bridge	URS, Inc.	4/23/2007	12/31/2007	\$99,929	5	3	Proposals	Base work plan, projecat schedule, key personnel
724	07P126	Assistant Project Director Services for Central Corridor LRT		12/3/2007	12/31/2009	\$467,000	25	2	Formal RFP	quality, qualifications, experience
820	06P127	Police Information Management System	Law Enforcement Technology Group, LLC	6/22/2007	6/1/2010	\$639,213	27	3	Formal RFP	quality, qualifications, experience
833	07P140	Kimley-Horn and Associates Inc.Master Design Contract 2007	Kimley-Horn and Associates, Inc.			\$300,000	83	13	Formal RFP	experience& qualifications, references, key personnel, sub-consultants, comprehensiveness of proposal
834	07P138	EVS, Inc. Master Design Contract 2007	EVS, Inc. (formerly Enviroscience)			\$300,000	83	13	Formal RFP	experience& qualifications, references, key personnel, sub-consultants, comprehensiveness of proposal
844	07P047	Purchase and install HASTUS Rider module	GIRO, Inc.	8/15/2007	12/31/2009	\$68,260	1	1	Sole source	N/A
854	07P148	Short Elliott Hendrickson Inc. Master Design Contract 2007	Short Elliott Hendrickson, Inc. (SEH)			\$200,000	83	13	Formal RFP	experience& qualifications, references, key personnel, sub-consultants, comprehensiveness of proposal
859	07P002	Construction Inspection and Testing Services for 28th Avenue Parking Structure	STS Consultants Ltd.	4/26/2007	12/31/2008	\$232,330	9	4	Formal RFP	qualifications, experience, key personnel, understanding, service delivery plan, comprehensiveness of proposal
861	07P017	Environmental Services for CCLRT	HDR Engineering, Inc.	7/9/2007	12/31/2008	\$3,091,345	55	3	Formal RFP	quality, qualications, experience
861	06P171	Engineering Services for Central Corridor Light Rail Transit System	DMJM Harris, Inc.	8/3/2007	12/14/2014	\$35,497,976	211	1	Formal RFP	quality, Qualifications, Experience,
874	07P143	Bonestroo Master Design Contract 2007	Bonestroo Rosene Anderlik & Associates, Inc.			\$300,000	83	13	Formal RFP	experience& qualifications, references, key personnel, sub-consultants, comprehensiveness of proposal
	07P201	MAD DADS Street Patrol	MAD DADS, Inc.	7/1/2007	12/31/2009	\$96,496	1	1	Sole source	N/A
		Subtotal Metro Transit Funds				\$42,942,549				
TOTAL ALL FUNDS						\$74,665,742				

REPORT ON PROFESSIONAL/TECHNICAL SERVICES ACTIVITY-2007 CONTRACTS LESS THAN \$50,000

APPENDIX B

Fund	Expense Type	Issue Date	Vendor	Reference Number	Line 1 Item Description	PO Amount
100	5204	3/26/2007	ENTEDEEADVANCE POSSIS	S 07002386	Two Service Desk Contractors to work approximately 86 days at \$35 per hour (Not to exceed \$49,000)	\$49,000
100		4/12/2007	Hay Management Consultants (HayGroup)	07P048	Market Salary Survey	\$45,000
253	5214	1/8/2007	BROWNSWORTH INC	S 07000221	Project management, general reconfiguration and moving services for 390 Robert Street N. as required in 2007.	\$45,000
100	5222	10/5/2007	THERMO LABSYSTEM INC	S 07007930	Support contract for period January 1, 2008 to December 31, 2008 for SampleManager Concurrent Single User License	\$43,257
100	5222	10/31/2007	TRAPEZE SOFTWARE GROUP INC	S 07008703	Trapeze ATIS-Agent/WEB Maintenance Renewal for Base License: Up to 771 Peak Vehicles, 12/1/07-11/30/08	\$37,500
100	5219	4/12/2007	AJILON LEGAL	S 07002857	Pat Carlson - Temporary administrative staffing for Office of General Counsel	\$30,000
100	5219	2/14/2007	ROBERT HALF LEGAL	S 07001278	Temporary staffing for legal.	\$30,000
100	5219	4/2/2007	KPCOMPANIES	S 07002539	Temporary staffing at FTH - ODEO location. Specializing in investigations.	\$21,600
100	5219	4/2/2007	KPCOMPANIES	S 07002539	Temporary staffing at FTH - ODEO location. Specializing in investigations.	\$21,600
100	5219	4/2/2007	KPCOMPANIES	S 07002539	Temporary staffing at FTH - ODEO location. Specializing in investigations.	\$21,600
100	5204	7/17/2007	STATE OF MN GOVERNOR'S OFFICE	S 07005498	Metropolitan Council's share of required funding to operate the MN Washington DC office in FY08. (Authority: Interagency Agreement with the Governor's Office). Expenses for '08 fiscal year (7/1/07-6/30/08).	\$16,670
100	5222	4/13/2007	TRAPEZE SOFTWARE GROUP INC	S 07002884	Trapeze RidePro-LAN maintenance fees for the period March 1, 2007 - February 29, 2008 (5 workstations, up to 30,000 active registered commuters)	\$15,500
100	5214	7/17/2007	STATE OF MN GOVERNOR'S OFFICE	S 07005502	Metropolitan Council share (approx. 10-20%) of salary and fringe benefits for senior policy advisor in Governor's office. Authority: Interagency Agreement for period July 1, 2007 through June 30, 2008	\$15,000
100	5204	8/24/2007	HAY GROUP INC	S 07006651	16 job evaluations by Hay consultant @ \$750.00 each.	\$12,000
100	5204	1/5/2007	MELIN,H CHRISTINE	S 07000132	Consulting services for Transit payroll by H. Christine Melin	\$12,000
100	5222	2/21/2007	SYBASE INC	S 07001416	PDE21USP-R Sybase PowerDesigner DATA Architect: Update Sub-Renewal	\$11,585
100	5214	9/14/2007	AVI SYSTEMS	S 07007244	Provide support & service maintenance to audio/visual equipment at the Met Council, from 9/15/07 - 9/15/08	\$11,340
100	5250	8/13/2007	STATE OF MN RISK MGMT	S 07006279	General Liability Premium FY2008 Package renewal 7/1/2007 - 2008 Policy number 0103PK08	\$10,890
100	5214	4/13/2007	CPS HUMAN RESOURCE SVCS	S 07002896	Plant operator/trainee testing services	\$10,100
100	5204	2/8/2007	ROWEKAMP ASSOC	S 07001045	Six learners for Arc/GIS I (\$800/ea for first 4 students, \$600/ea for 5th+)	\$9,800
100	5222	5/2/2007	SYBASE INC	S 07003414	498108 ASE Workplace IBM-AIX Extended Support Contract covering 7/29/07 to 7/28/08	\$8,617
100	5204	12/4/2007	PLANGRAPHICS INC	S 07009628	Plan development process to include a one-day workshop.	\$7,740
100	5204	1/3/2007	MACKALL,CROUNSE & MOORE	S 06010213	INV# 30190. FILE# 082711-00003. Dated 12/1/06 for Services 11/8/06 - 11/30/06.	\$7,720
100	5204	2/8/2007	SCHAUER,JONI	S 07001127	Investigation services at \$75 per hour, not to exceed \$7500.	\$7,500
100	5222	8/9/2007	SYBASE INC	S 07006183	PBE50USP-R Sybase Powerbuilder Enterprise Windows Annual USP Renewal	\$7,095
100	5204	11/28/2007	DAVID MARTIN AGENCY	S 07009438	Cafeteria plan education and analysis and consultation for voluntary benefits	\$5,045
100	5204	1/3/2007	NEUVEST	S 07000021	Consultant services of Therese M. Pautz, President. Activity and expenses Sep 21 - Nov 8, 2006. LJohnson NeuVest File#2121. Invoice # 1199-295, dated 12/29/06.	\$4,230

Fund	Expense Type	Issue Date	Vendor	Reference Number	Line 1 Item Description	PO Amount
100	5214	7/12/2007	GVA MARQUETTE ADVISORS	S 07005370	Second quarter 2007 and 2008 data: Twin Cities rental rate info. sorted by city/zip code, by rent range, by number of bedrooms. For use by Metro HRA to assure HUD of rent reasonableness of potential agreements for rental assistance.	\$4,000
100	5204	9/14/2007	PRACTICAL COMMUNICATIONS INC	S 07007249	Consultant to edit the proposed MetroGIS Business Plan. (Not to exceed)	\$4,000
100	5214	10/23/2007	SCIENCE MUSEUM OF MN	S 07008476	Dreamweaver software training sessions in templates to be used on the Council's redesigned website.	\$3,500
100	5222	11/14/2007	QUESTIONMARK CORP	S 07009038	Software Support Plan Renewal License ID#4103406308 (11/4/07-11/3/08) ProPack 500, 500 Participants, 5 Windows Authoir, 15, Administrators, 3 - Browser Based Authors, QM Secure	\$3,394
100	5204	12/12/2007	HITESMAN & ASSOC PA	S 07009908	Consultation services for Health Care Savings Plan	\$3,324
100	5204	10/31/2007	HEALTH RISK STRATEGIES LLC	S 07008729	Provide actuarial consulting services related to the 2008 Medicare RDS actuarial attestation.	\$3,300
100	5204	12/11/2007	IPMA	S 07009536	Job Analysis Services	\$3,250
257	5214	2/1/2007	GENERAL SECURITY SERVICES INC	S 07000919	Security Guard services at 390 N Robert Street for the period of Dec 1, 2006 through December 31, 2006.	\$8,507
257	5214	2/13/2007	GENERAL SECURITY SERVICES INC	S 07001188	Security Guard services at 390 N Robert Street for the period of 1 January, 2007 through 31 January 2007.	\$8,507
253	5220	1/8/2007	GENERAL SECURITY SERVICES INC	S 06010141	Security Officer 390 Robert Street November 2006	\$8,388
100	5204	5/10/2007	CIRLUTIONS LLC	S 07003661	Professional services rendered by Jessica Jackson, Cirlutions LLC for an investigation.	\$3,213
100	5214	4/19/2007	STATE OF MN GOVERNOR'S OFFICE	S 07003038	Salary and fringe benefits for Jenny Glumack, Senior Policy Advisor 15.00% paid by Metropolitan Council; 2/2/07-3/30/07	\$2,581
100	5214	3/29/2007	STREET FLEET	S 07002508	Met Council to Metro Plant - Check courier service (from 4/01/07 to 3/31/08) per times and route information provided.	\$2,531
100	5204	9/20/2007	DENNIS L MARCHEL	S 07007430	Consulting and project manage the FTH 6160 upgrade project hours (\$90.00 per hour) and Milage (\$.43 per mile) as billed not to exceed \$2500	\$2,500
100	5212	2/23/2007	KELLY & FAWCETT LAW FIRM	S 07001500	Legal services for creation of park foundation and related legal issues.	\$2,500
100	5214	3/23/2007	MILLIGAN & CO LLC	S 07002330	Review of Metropolitan Council's Central Corridor DBE Strategic Plan and offer recommended revisions and any potential additional strategies. Review to be completed within two weeks of receiving the plan from the Metropolitan Council. Total services not to exceed \$2,500.	\$2,500
Summary total-Contracts less than \$2,500						\$40,109
SUBTOTAL GENERAL FUNDS						\$623,491
201	5204	08/01/07	LSA DESIGN INC	T 0000123105	MISC PROFESSIONAL SERVICES - AUGUST 2007 - INVOICE # 7130	\$27,760
201	5204	08/01/07	LSA DESIGN INC	T 0000123105	MISC PROFESSIONAL SERVICES - SEPTEMBER 2007 - INVOICE # 7166	\$27,760
201	5204	09/11/07	SRF CONSULTING GROUP	T 0000123772	MISC PROFESSIONAL SERVICES - PERIOD 9/1/07 - 9/30/07 PAYMENT REQ# 1	\$16,963
201	5204	11/01/07	LSA DESIGN INC	T 0000125111	MISC PROFESSIONAL SERVICES - PERIOD 11/1/07 - 11/30/07 - INV# 7207	\$16,401
201	5204	10/01/07	SRF CONSULTING GROUP	T 0000124228	MISC PROFESSIONAL SERVICES-PERIOD 10/1/07 - 10/31/07	\$10,296
201	5204	08/01/07	SRF CONSULTING GROUP	T 0000124225	MISC PROFESSIONAL SERVICES-PERIOD 8/1/07 - 8/31/07	\$9,568
201	5204	10/01/07	LSA DESIGN INC	T 0000124286	MISC PROFESSIONAL SERVICES-PERIOD 10/1/07 - 10/31/07	\$6,005

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Fund	Expense Type	Issue Date	Vendor	Reference Number	Line 1 Item Description	PO Amount
201	5204	03/01/07	LSA DESIGN INC	T 0000117770	MISC PROFESSIONAL SERVICES - PERIOD 3/1/07 THRU 3/31/07 - INVOICE # 7038	\$5,206
201	5204	07/01/07	LSA DESIGN INC	T 0000120386	MISC PROFESSIONAL SERVICES - 7/1/07 THRU 7/31/07 - INVOICE # 7118	\$3,831
Summary total-Contracts less than \$2,500						\$6,261
SUBTOTAL MTS FUNDS						\$130,052
234	5204	11/20/2007	SCHAFFER,DAVE	S 07009287	Housing Quality Standards Inspections for Metro HRA Section 8 Program	\$24,970
234	5214	1/8/2007	YANNARELLY,JIM	S 07000203	Conduct Lead-Safe Work Practices Training (3 sessions to be reimbursed - 2 by St. Paul Public Housing = \$2,500 / 1 by Dakota County CDA = \$1,250).	\$7,500
234	5214	3/26/2007	RENTAL RESEARCH SVC INC	S 07002392	Confidential Rental History Information services for Metro HRA Section 8 & Public Housing Programs submitted during February 2007 Acct#A09600 send all payments to: PO Box 5065, Hopkins, MN 55343	\$4,459
234	5214	4/30/2007	RENTAL RESEARCH SVC INC	S 07003300	Confidential Rental History Information for Metro HRA Section 8 & Public Housing Programs - March 2007	\$2,857
Summary total-Contracts less than \$2,500						\$6,055
SUBTOTAL HRA FUNDS						\$45,840
631	5214	5/2/2007	BRAUN INTERTEC	S 07003401	ENVIRONMENTAL MONITORING AND LABORATORY TESTING FOR INTERCEPTOR #1MN-320, AS PER PROPOSAL DATED MAY 1, 2007	\$48,920
610	5214	9/24/2007	REDMON ENGINEERING CO	S 07007143	Clean ceramic diffusers in one aeration basin at Metro WWTP using the pressure washing technique. Conduct a comprehensive offgas evaluation of the same aeration basin prior to and following cleaning. Prepare a written report detailing the findings of the offgas evaluations and pressure readings before and after the ceramic diffusers have been cleaned.	\$39,800
610	5207	9/24/2007	SHORT ELLIOTT HENDRICKSON INC	S 07007531	1-GV-461 Sinkhole investigation using MASW technology per vendor's proposal letter dated 8-29-2007	\$27,695
610	5214	10/26/2007	PRACTICAL COMMUNICATIONS INC	S 07008500	Development of a regional master water supply plan.	\$25,000
610	5204	6/22/2007	RICHARDSON RICHTER AND ASSOC	S 07004890	Water supply planning project outreach.	\$23,360
610	5214	2/20/2007	UNIV OF MN/DEPT OF BIOPRODUCTS	S 07001400	3-month preliminary algae study. The overall goal of the research is to develop transferable technologies for mass culture of microalgae utilizing nutrients from wastewater and carbon source from flue gas to produce biomass feedstock for biodiesel and other renewable energy production. All work will be carried out in the laboratories at the University of Minnesota.	\$20,000
610	5214	8/9/2007	UNIV OF MN/DEPT OF BIOPRODUCTS	S 07006167	Conduct phase II of project (Mass Culture of Microalgae for Biofuels) as per proposal submitted by Dr. Roger Ruan. This includes the operation of a small growth reactor at Metro to determine algal growth characteristics in Metro effluent.	\$20,000
631	5214	3/14/2007	HOWARD R GREEN CO	S 07002030	CONDUCT INDEPENDENT TECHNICAL REVIEW OF THE CHASKA LIFT STATION REPLACEMENT PROJECT NO. 803920: PLANS, SPECIFICATIONS, AND ENGINEERING CALCULATIONS	\$19,990
641	5207	8/30/2007	SRF CONSULTING GROUP	S 07006812	PROFESSIONAL SERVICES FOR SMITHTOWN CULVERT AND CHANNEL HYDRAULIC ANALYSIS	\$19,850

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Fund	Expense Type	Issue Date	Vendor	Reference Number	Line 1 Item Description	PO Amount
610	5210	4/6/2007	UNIV OF MN/DEPT OF ENTOMOLOGY	S 07002683	Genus-level taxonomic identification of 28 Hester-Dendy macroinvertebrate samples.	\$16,808
631	5207	6/20/2007	CAMP DRESSER AND MCKEE INC	S 07004840	STAR Environmental Facility Engineering Evaluation	\$15,000
631	5207	9/24/2007	SHORT ELLIOTT HENDRICKSON INC	S 07007529	Limited construction services to include project 804900, shop drawing review, request for information responses, record drawings and site visits	\$15,000
641	5207	8/17/2007	BONESTROO INC	S 07006415	Provide feasible alternative (5) for the Eureka Lift Station (L-79) as part of the Elko New Market interceptor Project.	\$15,000
641	5207	4/23/2007	EARTH TECH	S 07003122	Independent Technical Review for the Smithtown Rd Interceptor Improvement project	\$13,400
641	5204	12/18/2007	FLYKT CONSULTING	S 07009563	Provide project reviews and general consulting based on a contractor perspective. Not to exceed \$20,000. --this po covers authorization for \$4700 for WBL 802310 Tunnel Claim Resolution and \$400. for Victoria 802811 Tunneling Review.	\$11,748
610	5250	8/13/2007	STATE OF MN RISK MGMT	S 07006279	General Liability Premium FY2008 Package renewal 7/1/2007 - 2008 Policy number 0103PK08	\$10,890
610	5219	7/17/2007	KELLY SCIENTIFIC/SERVICES INC	S 07005501	Kelly Services temporary employees as requested until a new contract is written.	\$10,000
610	5204	8/9/2007	SEBESTA BLOMBERG & ASSOC INC	S 07006208	Professional/Technical Services for assistance during startup of Contract 06P087 between the Council and Premier Electric	\$10,000
641	5207	5/2/2007	LAMETTI & SONS INC	S 07003258	Sewer TV Inspection services per written request	\$9,870
610	5214	11/20/2007	AMERICAN ENGINEERING TESTING I	S 07009254	Characterization tests on composite samples of incinerator ash: Standard specification for coal fly ash or calcined natural pozzolan for use in concrete (ASTM:C618-05) w/Additional Alkalis testing Standard Test Method for Particle Size Analysis of Soils (ASTM:D422) Effective Neutralizing Power (Agricultural Test) Acid Digestion of Sediments, Sludges, and Soils (EPA Method 3050B) Determination of Metals concentration (Mercury, Arsenic, & Barium)	\$9,818
610	5214	12/18/2007	SRINIVANSAN,RAGHAVAN	S 07010107	SWAT Model Training - Jan. 14 & 15, 2008 Beginner Workshop; Jan. 16-18, 2008 Advanced Workshop for Metro Council and various agencies.	\$8,500
610	5219	7/12/2007	DOHERTY STAFFING SOLUTIONS	S 07005356	Adam Sealock - Provide temporary staffing for summer water quality (WQ) monitoring assistance in the Environmental Monitoring and Assessment (EMA) Section of MCES. 0.15 FTE (320 hours) is budgeted for temporary staffing in 2007, as a Water Quality Technician I, to provide support for monitoring of rivers, streams, lakes, and wastewater treatment plants in the Twin Cities Metropolitan Area. See attached Proposal Evaluation Memorandum, with information/qualifications on the candidate (Joel Wurscher) as provided by Doherty.	\$7,357
610	5214	3/9/2007	WESTECH ENGINEERING INC	S 07001756	Empire digester repair inspection of mixers; Parts and materials	\$6,781
610	5214	11/21/2007	DAKOTA COUNTY TECHNICAL COLLEGE	S 07009320	One-on-one Class B tanker endorsed drivers training and license testing	\$6,100

Fund	Expense Type	Issue Date	Vendor	Reference Number	Line 1 Item Description	PO Amount
610	5214	11/27/2007	REDMON ENGINEERING CO	S 07009253	Conduct dWP tests on fifteen (15) ceramic aeration diffusers removed from several zones in tank 3. After testing, use high pressure water spray to simulate cleaning and re-test. If necessary, fracture diffusers to determine fouling depth. Produce a report with test methods and results, specifically comparing this tank versus AT 4 tested in the spring of 2007.	\$5,900
610	5214	5/7/2007	EMPYREAN VIDEO SOLUTIONS, LLC	S 07003532	Videographer to record Anaerobic Digestion Training by S.E.H -related to digester emergency.	\$5,000
631	5214	3/12/2007	WENCK ASSOC INC	S 07001945	Chaska Lift Station L71 Air Permitting Assistance - consultant conducts air modeling for peaking generator and prepares air permit application	\$3,900
631	5207	10/17/2007	BONESTROO INC	S 07008303	TECHNICAL REVIEW ON PLYMOUTH FORCEMAIN REHABILITATION, AS PER BONESTROO'S PROPOSAL LETTER DATED OCTOBER 11, 2007	\$3,888
610	5214	9/11/2007	WERNER ELECTRIC SUPPLY CO	S 07007000	ESAFE Silversupport services for Odessey basic SN 1982000255 per quote #224413_1.Effective September 1, 2007 thru August 31, 2008.	\$3,376
610	5214	12/14/2007	PERSONNEL MANAGEMENT GROUP INC	S 07009988	Part of the contingency planning process regarding the IBEW contract invoice dated 8/10/07 for Scott Isackson's partial site assessment work.	\$3,000
610	5214	5/31/2007	VIKING AUTOMATIC SPRINKLER	S 07004194	Annual inspection of fire protection systems at ADM, 408, MWH, EPE, and SMB buildings. Includes low voltage inspection of preaction systems at ADM and CO2 system for SMB turbine, to be done through JN Johnson Co., with Viking invoice to contain associated costs. Schedule work with Doug Storms at 651-602-8303.	\$2,767
641	5214	8/16/2007	VISU-SEWER CLEAN & SEAL INC	S 07006369	Provide sewer cleaning truck, TV truck, camera boat, jet boat and 3 men to perform remote TV inspection of tank. (This is a test to determine if it is at all possible to access and install a TV to adequately inspect the condition of the tank). Estimated time including mobilization is 4 - 8 hours.	\$2,760
610	5214	1/22/2007	BRAUN INTERTEC	S 07000594	Work is per Braun proposal letter dated July 24, 2006 that includes a limited file evaluation of the area surrounding the plant, review of MPCA files, review of well logs and site/grade plans, and a report of findings and recommendations. Rates are per the referenced Master Contract 04P112B although this is a separate authorization not charged to that contract. Braun report dated July 11, 2006 includes the PP-1 & 2 soil probes data.	\$2,647
610	5204	8/1/2007	SEBESTA BLOMBERG & ASSOC INC	S 07005964	Consulting for electrical software and miscellaneous programming needs for the Drafting Section for 2007	\$2,500
Summary total-Contracts less than \$2,500						\$30,328
SUBTOTAL MCES FUNDS						\$476,952
702		5/30/2007	Peer Environmental	07P054	Phase I Environmental Site Assessment for CCLRT	\$38,501
703	5204	02/24/07	LTK ENGINEERING SERVICES	T 0000117023	MISC ENGINEERING SERVICES - PERIOD 2/24/07 - 3/30/07 - PAYMENT CLAIM #2	\$31,587
703	5204	02/24/07	LTK ENGINEERING SERVICES	T 0000117023	MISC ENGINEERING SERVICES - PERIOD 2/24/07 - 3/30/07 - PAYMENT CLAIM #2	\$31,587
703	5204	02/24/07	LTK ENGINEERING SERVICES	T 0000117023	MISC ENGINEERING SERVICES - PERIOD 2/24/07 - 3/30/07 - PAYMENT CLAIM #7	\$31,587
703	5204	01/27/07	LTK ENGINEERING SERVICES	T 0000115994	MISC ENGINEERING SERVICES- PERIOD 1/27/07 - 2/23/07 PAYMENT CLAIM # 1	\$29,217

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703	5204	01/27/07	LTK ENGINEERING SERVICES	T 0000115994	MISC ENGINEERING SERVICES- PERIOD 1/27/07 - 2/23/07 - PAYMENT CLAIM #1	\$29,217
703	5204	01/27/07	LTK ENGINEERING SERVICES	T 0000115994	MISC ENGINEERING SERVICES- PERIOD 1/27/07 - 2/23/-7 - PAYMENT CLAIM #6	\$29,217
703	5204	01/27/07	LTK ENGINEERING SERVICES	T 0000115994	MISC ENGINEERING SERVICES- PERIOD 12/31/06 - 2/23/07 - PAYMENT CLAIM #9	\$29,217
702	5204	04/11/07	GIRO INC	T 0000114121	Test Service Events, new software, prior to replacement of existing software and	\$14,425
702	5204	04/11/07	GIRO INC	T 0000114121	Test Service Events, new software, prior to replacement of existing software and	\$14,425
703	5204	07/31/07	LTK ENGINEERING SERVICES	T 0000121172	OCS INSULATOR FAILURE ANALYSIS - PERIOD 6/29/07 - 7/27/07 PAYMENT CLAIM #2	\$13,253
702	5204	08/21/07	EVS	T 0000123943	MISC PROFESSIONAL SERVICES - PERIOD 8/21/07 - 9/15/07 PAYMENT REQ#1 FINAL	\$9,403
703	5204	12/31/07	LTK ENGINEERING SERVICES	T 0000126063	MISC PROFESSIONAL SERVICES - INVOICE # 3705-003	\$8,032
703	5204	08/31/07	LTK ENGINEERING SERVICES	T 0000122523	MISC Miscellaneous - PERIOD 7/28/07 - 8/31/07 PAYMENT CLAIM #3	\$7,879
703	5204	06/21/07	LTK ENGINEERING SERVICES	T 0000120130	MISC Miscellaneous - PERIOD 5/26/07 THRU 6/29/07 - PAYMENT CLAIM #1	\$6,926
702	5204	01/01/07	LINWOOD CAPITAL LLC	T 0000112729	MISC Miscellaneous- ENERGY PRICE RISK MGMT. - DECEMBER 2006	\$4,350
702	5204	02/01/07	LINWOOD CAPITAL LLC	T 0000113949	ENERGY PRICE RISK MGMT. FOR JANUARY 2007	\$4,350
702	5204	03/01/07	LINWOOD CAPITAL LLC	T 0000115105	MISC Miscellaneous - ENERGY PRICE RISK MGMT FEBRUARY 2007	\$4,350
702	5204	05/01/07	LINWOOD CAPITAL LLC	T 0000118189	ENERGY PRICE RISK MGMT. MAY 2007	\$4,350
702	5204	08/01/07	LINWOOD CAPITAL LLC	T 0000120169	MISC Miscellaneous-ENERGY PRICE RISK MGMT. FOR JULY 2007	\$4,350
702	5204	09/01/07	LINWOOD CAPITAL LLC	T 0000121438	MISC Miscellaneous- ENERGY PRICE RISK MGMT FOR AUGUST 2007	\$4,350
702	5204	10/01/07	LINWOOD CAPITAL LLC	T 0000122408	MISC Miscellaneous- RISK MGMT SERVICES SEPTEMBER 2007	\$4,350
702	5204	11/01/07	LINWOOD CAPITAL LLC	T 0000123549	ENERGY PRICE RISK MGMT SERVICE OCTOBER 2007	\$4,350
702	5204	11/01/07	LINWOOD CAPITAL LLC	T 0000124479	ENERGY PRICE RISK MGMT. NOVEMBER 2007	\$4,350
702	5204	12/01/07	LINWOOD CAPITAL LLC	T 0000125351	ENERGY PRICE RISK MGMT SERVICES DECEMBER 2007	\$4,350
703	5204	10/31/07	LTK ENGINEERING SERVICES	T 0000124459	MISC PROFESSIONAL SERVICES - ON CALL ENG. SERVICES - INVOICE # 3705-001	\$3,783
703	5204	09/01/07	LTK ENGINEERING SERVICES	T 0000126883	MISC Miscellaneous- PERIOD 9/1/07 - 9/28/07 PAYMENT REQ#4	\$3,378
703	5204	03/31/07	LTK ENGINEERING SERVICES	T 0000118090	MISC ENGINEERING SERVICES- PERIOD 3/31/07 - 4/27/07 PAYMENT CLAIM #3	\$3,062
703	5204	03/31/07	LTK ENGINEERING SERVICES	T 0000118090	MISC ENGINEERING SERVICES- PERIOD 3/31/07 THRU 4/27/07 PAYMENT CLAIM # 3	\$3,062
703	5204	08/09/07	LTK ENGINEERING SERVICES	T 0000120270	Develop Independent Cost Estimate (ICE) for MOS1, DTE-FKLN	\$2,500
703	5204	08/09/07	LTK ENGINEERING SERVICES	T 0000120270	Develop Independent Cost Estimate (ICE) for MOS1, DTE-FKLN	\$2,500
703	5204	08/09/07	LTK ENGINEERING SERVICES	T 0000120270	Develop Independent Cost Estimate (ICE) for MOS1, DTE-FKLN	\$2,500
Summary total-Contracts less than \$2,500						\$17,445
SUBTOTAL METRO TRANSIT FUNDS						\$406,202
TOTAL ALL FUNDS						\$1,682,537

**Draft Report on Professional /Technical Services Activity-2008
Contracts Greater than \$50,000**

FUND	Ref Number	Description of Services	Contractor	Start Date	End Date	Contract Amount	Interested Vendors	Proposers	Solicitation Method	Evaluation Criteria
100	S08004166	Legal services and consulting related to environmental services design, construction and procurement matters.	HAMMARGREN & MEYER PA	5/27/2008		\$50,000				
100	S08000092	Bloomberg Anywhere	BLOOMBERG FINANCE LP	1/9/2008		\$64,200				
100	S08000742	Annual Audit RA-010	STATE OF MN/AUDITOR	1/28/2008		\$215,000				
100	S08008416	Annual Audit RA-010	STATE OF MN/AUDITOR	10/30/2008		\$215,000				
100	08P032	Regional Parks Site Intercept Survey	Information Specialists Group, Inc.	5/26/2008	12/31/2008	\$78,812	21	4	Formal RFP	Quality, Qualifications, Experience, Price
100	07P121	PC Hardware Refresh Contractors	En Pointe Technologies	4/24/2008	3/31/2009	\$160,000	11	3	Formal RFP	Quality, Qualifications, Experience, Price
100	07P049	RFP for Life Insurance	Minnesota Life Insurance Company	1/1/2008	12/31/2010	\$6,225,000	16	5	Formal RFP	Financial, Administrative, Electronic Capabilities
100	08P074	Consultant Contract Project Manager	Westwind Consulting Inc	7/17/2008	4/30/2009	\$80,000	34	8	Other	Quality, Qualifications, Experience, Cost
100	08P058	2008 Metro Residents Survey	Information Specialists Group, Inc.	7/24/2008	3/31/2010	\$56,440	16	4	Proposals	Quality, Experience, Quaifications, Price
100	07P226	Legal Services	Dorsey & Whitney LLP (Mpls)	11/1/2007	12/31/2009	\$125,000	0	0	Other	Legal
100	07P112	Workers Compensation Medical Bill Review and Payment	Alpha Review Corporation	2/19/2008	9/30/2010	\$110,000	9	5	Formal RFP	Quality, Qualifications, Experience, Price
100	07P219A	Worker's Compensation Legal Services	Cousineau McGuire Chartered	5/16/2008	6/30/2011	\$125,000	15	9	Formal RFP	Quality, Qualifications, Experience, Price
100	07P219B	Worker's Compensation Legal Services	Jardine, Logan & O'Brien, P.L.L.P.	5/16/2008	6/30/2011	\$125,000	15	9	Formal RFP	Quality, Qualifications, Experience, Price
100	07P219C	Worker's Compensation Legal Services	Brown and Carlson, P.A.	5/16/2008	6/30/2011	\$125,000	15	9	Formal RFP	Quality, Qualifications, Experience, Price
Subtotal General Fund						\$7,754,452				
610	07P102A	A/E Master Contract for Treatment Facilities	EMA, Inc.	1/10/2008	1/31/2010	\$200,000	28	17	Formal RFP	Experience, Quality, Service Delivery Plan, Quality Price
610	07P102B	A/E Master Contract for Treatment Facilities	Howard R. Green Company	1/10/2008	1/31/2010	\$200,000	28	17	Formal RFP	Experience, Quality, Service Delivery Plan, Quality Price
610	07P102C	A/E Master Contract for Treatment Facilities	Sebesta Blomberg & Associates, Inc.	2/27/2008	1/31/2010	\$200,000	28	17	Formal RFP	Experience, Quality, Service Delivery Plan, Quality Price
610	07P103B	Land Acquisition Services	Patchin Messner & Dodd	3/14/2008	2/28/2013	\$200,000	21	14	Formal RFP	Quality, Experience, Key Personnel, Service Delivery Plan
610	07P103C	Land Acquisition Services	ProSource Technologies, Inc.	3/19/2008	2/28/2013	\$200,000	21	14	Formal RFP	Quality, Experience, Key Personnel, Service Delivery Plan
610	07P103D	Land Acquisition Services	SRF Consulting Group, Inc.	3/19/2008	2/28/2013	\$200,000	21	14	Formal RFP	Quality, Experience, Key Personnel, Service Delivery Plan

Draft Report on Professional /Technical Services Activity-2008
Contracts Greater than \$50,000

610	08P084	Master Contract - Asset Management Support , Classical Reliability Centered Mainteancne (RCM) Workshop Pilots	AMS Associates	9/4/2008	1/31/2010	\$200,000	5	2	Formal RFP	Quality, Experience, Qualitifications, Performance, Price	
631	07P102D	A/E Master Contracts for Treatment Facilities	Toltz, King, Duvall, Anderson and Associates, Inc. (TKDA)	2/20/2008	1/31/2010	\$200,000	28	17	Formal RFP	Experience, Quality, Service Delivery Plan, Quality Price	
631	07P103A	A/E Master Contract for Treatment Facilities	Lake State Realty Services	2/26/2008	2/28/2013	\$200,000	21	14	Formal RFP	Quality, Experience, Key Personnel, Service Delivery Plan	
631	07P156A	A/E Master Contracts for Interceptor Rehab Projects	Brown and Caldwell	9/22/2008	8/31/2011	\$1,000,000	50	10	Formal RFP	Experience, Quality, Service Delivery Plan, Quality Price	
631	07P156B	A/E Master Contracts for Interceptor Rehab Projects	HDR Engineering, Inc.	9/24/2008	8/31/2011	\$1,000,000	50	10	Formal RFP	Experience, Quality, Service Delivery Plan, Quality Price	
641	07P012B	Independent Technical Review	Toltz, King, Duvall, Anderson and Associates, Inc. (TKDA)	3/7/2008	8/31/2011	\$200,000	37	15	Formal RFP	Quality, Qualifications, Experience, Price	
641	06P118D	Excelsior Area Improvements.	Bonestroo Rosene Anderlik & Associates, Inc.	4/21/2008	3/31/2013	\$4,762,035	4	4	Formal RFP	Qualifications, Experience, Mentored Porject Mgmt Methodology, Cost, PMP Certification	
Subtotal MCES Funds						\$8,762,035					
702	07P144	CH2MHill Master Design Contract 2007	CH2M Hill	1/30/2008	1/30/2011	\$200,000	83	30	Formal RFP	Experience, qualifications, references, key personnel, subconsultants, comprehensiveness	
702	07P145	Collaborative Design Group, Inc Master Design Contract 2007	Collaborative Design Group	1/9/2008	1/9/2011	\$200,000	83	30	Formal RFP	Experience, qualifications, references, key personnel, subconsultants, comprehensiveness	
702	08P046	Master Contract for Real Estate Appraisal Services	Lake State Realty Services	4/16/2008	4/16/2011	\$200,000	13	5	Formal RFP	Quality, qualifications, experience price	
702	08P047	Master Contract for Real Estate Appraisal Services	Evergreen Land Services Company	4/16/2008	4/16/2011	\$200,000	13	5	Formal RFP	Quality, Qualifications, Experience, Price	
702	08P050	Twin Cities Aviation System Plan 2030 Update	Wilbur Smith Associates	7/16/2008	12/31/2009	\$237,500	20	1	Formal RFP	Quality, Qualifications, Experience, Price	
702	07P141	TKDA Master Design Contract 2007	Toltz, King, Duvall, Anderson and Associates, Inc. (TKDA)	1/17/2008	1/17/2011	\$300,000	83	30	Formal RFP	Experience, qualifications, references, key personnel, subconsultants, comprehensiveness	
702	07P142	URS Master Design Contract 2007	URS, Inc.	1/9/2008	1/9/2011	\$300,000	83	30	Formal RFP	Experience, qualifications, references, key personnel, subconsultants, comprehensiveness	
702	08P066	Design and Construction Support Services for I-35 in Lakeville and Twin Lakes Parking Structures	Bonestroo Rosene Anderlik & Associates, Inc.	7/14/2008	12/31/2009	\$1,349,807	37	8	Formal RFP	quality, qualifications, experience, price	

Draft Report on Professional /Technical Services Activity-2008
 Contracts Greater than \$50,000

711	07P135	Design and construction support of a Rail Support Facility with LSA Design, Inc.	LSA Design, Inc.	1/17/2008	12/31/2010	\$485,600	44	3	Formal RFP	Qualifications, past performance, quality, capacity	
847	08P095	Design and Construction Support Services: Hiawatha Light Rail Transit Signal System for Platform Extensions and Reverse Crossing Operation	HKC, LLC	8/20/2008	6/1/2010	\$625,414	21	3	Formal RFP	Qualifications, past performance, quality, capacity	
872	07P222	I-35W & 95th Avenue Park & Ride Structure Design & Construction Support Services	Palanisami & Associates, Inc.	7/14/2008	1/31/2010	\$607,587	40	9	Formal RFP	Qualifications, past performance, quality, capacity	
872	08P017	UPA Consutlant Services for Transit Technology Elements	URS, Inc.	4/21/2008	9/30/2009	\$980,923	63	5	Formal RFP	Qualifications, past performance, quality, capacity	
Subtotal Metro Transit Funds						\$5,686,831					
Total All Funds						\$22,203,318					

REPORT ON PROFESSIONAL/TECHNICAL SERVICES ACTIVITY-2008 CONTRACTS LESS THAN \$50,000

Fund	Expense Type	Issue Date	Vendor	Reference Number	Line 1 item Description	Amount
100	5212	2/29/2008	NIKOLAI & MERSEREAU PA	S08001661	Legal services and consulting related to intellectual property rights for the energy research collaboration with the U of Mn	\$35,000
100	5212	5/6/2008	NIKOLAI & MERSEREAU PA	S08003658	Legal services and consulting related to intellectual property rights.	\$30,000
100		9/29/2008	Stanton Group	08P071	Job Classification Spec Writing Project	\$30,000
100		10/14/2008	Richard Thompson	08P160	Comprehensive Plan Update Reviews	\$30,000
100		4/4/2008	Deloitte Consulting LLP	08P016	OPEB Liability Study	\$28,000
100	5212	5/13/2008	MACKALL,CROUNSE & MOORE	S08003834	Legal services and consulting related to miscellaneous banking and financial matters.	\$25,000
100		11/5/2008	Iceberg Technologies Group	08P187	Chart of Accounts Reporting Redesign - MT	\$25,000
100	5204	1/10/2008	DELOITTE CONSULTING LLP	S08000258	Self-insured feasibility, Medicare Part D study, and MSRS Health Care Savings Plan research	\$21,885
100		7/11/2008	Frank Madden & Associates	08P106	Interest Arbitration and Unit Clarification Advice and Support	\$20,000
100	5204	11/7/2008	DAVID MARTIN AGENCY	S08008633	Consultation services to assist with medical RFP (old PO 08002076 canceled by mistake)	\$18,313
100		9/11/2008	CW Marketing & Communications	08P129	Marketing Communications (Dialogues)	\$18,000
100	5212	1/16/2008	KIRKPATRICK & LOCKHART PRESTON	S08000411	Kevin M. Sheys, K & L Gates - Legal Services effective January 3, 2008	\$15,000
100	5214	7/7/2008	STATE OF MN GOVERNOR'S OFFICE	S08005266	Interagency agreement between Gov. Office and Met Council to pay approx. 10% of salary & fringe of senior policy advisor position for FY09	\$15,000
100	5214	9/29/2008	PICONE,LINDA	S08007492	Professional writing and editing services to help prepare website and other written materials regarding the formation of the Regional Parks Foundation of the Twin Cities.	\$3,850
100	5204	1/16/2008	HITESMAN & ASSOC PA	S08000257	Consultant services for Health Care Savings Plan	\$3,600
100	5204	2/12/2008	LISA LYNN CONSULTING	S08001178	Leadership Effectiveness Consultation (consulting rate is \$125/hr).	\$3,000
Summary total-Contracts less than \$2,500						\$1,805
SUBTOTAL GENERAL FUNDS						\$323,453
201	5204	05/29/08	SHORT ELLIOTT HENDRICKSON INC	T0000129921	Cedar Avenue BRT Financial Coordination in accordance with Scope of Work and Fee	\$24,190
201		9/22/2008	Natalio Diaz	08P133	Central Corridor Consulting	\$10,000
SUBTOTAL MTS FUNDS						\$34,190
234	5204	6/24/2008	DAVIS & LAGERMAN INC	S08004958	Property Appraisal Services for Metro HRA Public Housing Program Subject to Service Contract Terms and Conditions	\$30,000
SUBTOTAL HRA FUNDS						\$30,000
610	5214	1/29/2008	BROWN AND CALDWELL	S08000757	2 Day, 2 Session Workshops on Reliability Centered Maintenance (RCM). The workshops include defining RCM and a completed strategy for ES to move forward on RCM implementation. (Includes 2 concurrent workshops, a roundtable discussion each day, facilitie	\$32,817
641	5207	5/12/2008	BROWN AND CALDWELL	S08003713	Specialty Consulting for Fluidized Bed Incinerators and Waste Heat Boilers - Project 805900 - Preliminary Phase	\$25,000
610	5214	5/15/2008	CRADDOCK CONSULTING ENGINEERS LLC	S08003928	Coordination and Assistance with Waste discharge rules revision, as per the coordination task list.	\$25,000
610	5207	3/28/2008	LUKEN ARCHITECTURE PA	S08002531	Feasibility study to re-organize and expand office space within existing RMF- Architectural design services	\$24,800
610	5207	11/3/2008	CRADDOCK CONSULTING ENGINEERS LLC	S08008500	Consulting engineer services to complete a feasibility study and report on using treated municipal wastewater in value-added agricultural processing plants. not to exceed \$24640.00	\$24,640

REPORT ON PROFESSIONAL/TECHNICAL SERVICES ACTIVITY-2008 CONTRACTS LESS THAN \$50,000

Fund	Expense Type	Issue Date	Vendor	Reference Number	Line 1 item Description	Amount
610	5214	6/6/2008	INSPEC INC	S08004497	Services for Construction Documents / Specifications, inspection, and Construction Administration as laidout in agreement dated 4/25/08.	\$19,000
610	5204	5/5/2008	COGNOS INC	S08003532	Project Name EP-42452; Technical Architect needed for 4 days to do the installation of the EP upgrade; 4 days (32 hours) x \$290/hour = \$9,280.00	\$16,224
641	5207	3/24/2008	BONESTROO INC	S08002349	Floodway Modeling and LOMR - N. Fork Rush Creek - Project 900435	\$12,465
610	5214	11/18/2008	PERSONNEL MANAGEMENT GROUP INC	S08008752	Part of the contingency planning process regarding the UAP contract for partial site assessment work.	\$5,500
610	5214	3/5/2008	MOBILEFRAME LLC	S08001803	Create a design specification and deliver functional software document for pilot testing a mobile version of the ORACLE Utilities 'Work and Asset Management' application (Synergen/SPL EAM)	\$4,000
Summary total-Contracts less than \$2,500						\$2,500
SUBTOTAL MCES FUNDS						\$191,946
847		1/29/2008	URS, Inc.	07P223	Design Services and Construction Support Services for LRT Paint Booth	\$49,895
702	5204	01/08/08	STS CONSULTANTS LTD	T0000125366	Enviromental Investigation - OHB GARAGE - INVOICE # N27322	\$13,000
703	5213	07/07/08	FOTH & VAN DYKE & ASSOC	T0000131844	PLC Fault Analysis and Correction	\$6,937
702	5214	06/19/08	TRAPEZE	T0000131290	MCS RIDEPRO WEB ALTERATIONS	\$2,500
702	5204	08/17/08	PALANISAMI & ASSOCIATES	T0000133211	East Metro Transit garage - structural analysis and report	\$2,500
Summary total-Contracts less than \$2,500						\$24,934
SUBTOTAL METRO TRANSIT FUNDS						\$99,765
Total All Funds						\$679,354

Report on Professional/Technical Services Activity Environmental Services

APPENDIX B

Unit	Expense Type	Description	2008 Budget	2009 Budget
General Managers Office				
	Consultant	Actuarial, contingency	\$ 95,000	\$ 121,500
	Contracted Services/Other	Contingency	-	294,000
	Safety services		86,000	10,000
	Insurance		1,015,000	900,000
	Total General Managers Office		\$ 1,196,000	\$ 1,325,500
Treatment Services				
	Consultant	Staff training	\$ 205,000	\$ 261,000
	Biosolids Recycling		2,300,000	2,300,000
	Plant Services	Ash, Solid and Sludge Removal; Laundry, Janitorial	947,922	1,656,050
	Computer Services/Leased		5,000	5,000
	Engineering		200,000	-
	Contracted Services/Other	Emissions testing, process computer support	1,554,000	1,496,144
	Maintenance		2,841,000	2,820,000
	Security		961,000	1,182,850
	Contracted Services/Safety		40,000	25,300
	Total Treatment Services		\$ 9,053,922	\$ 9,746,344
Interceptor Services				
	Consultant	Flow Metering Study	\$ 55,000	\$ 22,500
	Maintenance		1,950,000	686,000
	Engineering		50,000	130,000
	Contracted Services/Other	I/I program support, Facility services	609,000	726,000
	Temporary Help	New septage receiving facility		251,000
	Contracted Services/ Safety		15,000	15,000
	Total Interceptor Services		\$ 2,679,000	\$ 1,830,500
Technical Services				
	Consultant	CAD system programming	\$ 50,000	\$ 9,000
	Engineering	System planning assistance	150,000	50,000
	Contracted Services/Other	I/I program support, Drafting equipment services	7,500	35,200
	Total Technical Services		\$ 207,500	\$ 94,200
Environmental Quality Assurance				
	Consultant	Water Supply Planning (RA General Fund)	\$ 580,000	\$ 200,000
	Consultant	Industrial Waste and Pollution Prevention	-	49,500
	Laboratory		106,000	93,300
	Contracted Services/Other	Odor sampling, Contingency	501,000	608,807
	Temporary Help		40,000	40,000
	Software Maintenance		6,100	5,790
	Equipment Repair		17,000	19,000
	Contracted Services/ Safety		1,500	1,500
	Total Environmental Quality Assurance		\$ 1,251,600	\$ 1,017,897
	Environmental Services Total		\$ 14,388,022	\$ 14,014,441

Note: Unless otherwise noted, all contractual services for the Environmental Services Division are funded by Environmental Services funds.

Report on Professional/Technical Services Activity Metro Transit

Appendix B

Unit	Expense Type	Description	2008 Budget	2009 Budget
	Consultant	Pocket schedule production, video production, website, mailing services, etc.	\$220,402	\$250,500
	Contractual Services Other	Metro Commuter Services Contracts	\$1,137,472	\$367,574
	Transit marketing	Advertising Fees	\$113,904	\$827,336
	Consultant	Telephone Info Center systems; web dev	\$28,825	
	Transit marketing	Media Advertising	\$86,096	\$920,278
	Consultant	Training and other Professional and Technical services	\$30,603	\$32,500
	Contractual services other	Warehousing & Distribution Services for Pocket Schedules, Maps, etc.	\$44,986	\$45,000
	Total Customer Services and Marketing		\$1,662,288	\$2,443,188
Engr. And Construction				
	Consultant	Petro fund form fees; testing fees for Air, Wells and Ground Water, UST testing; Misc. tech services	\$500,446	\$535,600
	Consultant	Interior design consultant and Voice mail maintenance	\$69,960	\$56,750
	Consultant	Tech. services-engineers; Testing Services including sump material	\$459,885	\$657,302
	Temporary help	Temporary help		
	Contractual services other	Sewer Cleaning, misc	\$35,532	\$37,500
	Total Engr. And Construction		\$1,065,823	\$1,287,152
	Consultant	Training and other Professional and Technical services	\$101,000	\$105,000
	Contractual services other	Misc	\$3,816	
	Consultant	Editing	\$50	
	Temporary help	Temporary help	\$2,092	\$3,000
	Total Bus Transportation		\$106,958	\$108,000
	Consultant	Professional and Technical services		
	Temporary help	Temporary Help	\$7,222	\$3,500
	Consultant	Misc	\$30,910	\$2,803
	Total Executive		\$38,132	\$6,303
	Consultant	Audit Fees - Office of the State Auditor	\$25,809	\$62,500
	Consultant	Purchasing Dept.: testing fees	\$3,254	\$3,500
	Contractual services other	Bank Service Charge	\$272,262	\$427,500
	Contractual services other	Photo application	\$34,245	\$27,600
	Contractual services other	Misc	\$198,544	\$156,000
	Contractual services other	Other services	\$23,493	\$24,000
	Contractual services other	Microfilm processing fees	\$918	\$725
	Consultant	Diesel Fuel price risk management advisor	\$38,746	\$36,250
	Temporary help	Temporary Help	\$22,657	\$55,100
	Total Finance		\$619,928	\$793,175
	Consultant	Boiler Licenses + transmission oil tests	\$104	
	Consultant	Qualification development work service fees	\$14,292	\$15,000
	Contractual services other	Bus Watch Camera System	\$201,455	\$220,000
	Contractual services other	Paper and Oil Filter Recycling	\$18,393	\$19,500
	Contractual services other	Misc	\$85,316	\$85,000
	Consultant	Chemical testing, EPA, OSHA testing	\$3,090	\$4,000
	Total Bus Maintenance		\$322,650	\$343,500
	Consultant	Hazardous information services; System safety support - bus and rail; Ergonomics training	\$6,733	\$7,500
	Total Safety		\$6,733	\$7,500
	Subtotal Part A: Consulting Fees - Operating		\$ 3,822,512	\$ 4,988,818

Report on Professional/Technical Services Activity Metro Transit

Appendix B

Unit	Expense Type	Description	2008 Budget	2009 Budget
Part B: Metro Transit Contract Services - Operating Expenses				
Engr. And Construction				
	Consultant	Elevator service, Repair, Pest control, Viking Sprinklers, Cummins, Electrical contractor, Facility Repairs	\$467,532	\$456,500
	Security	Alarm Monitoring System	\$8,363	\$9,675
	Contractual services other	Snow Removal & Maintenance of Lots	\$637,219	\$725,435
	Total Engr. And Construction		\$1,113,114	\$1,191,610
	Security	Armored Car Service Fees	\$88,215	\$97,250
	Contractual services other	Service Fees for Transit Stores	\$42,762	\$43,000
	Total Finance		\$130,977	\$140,250
Police Security - Public Safety				
	Security	Building Security Alarms/Equipment Systems and Monitoring.	\$119,856	\$125,000
	Contractual services other	Other Services	\$11,224	\$11,500
	Consultant	Psychological exams, and contract w/police	\$19,494	\$20,000
	Consultant	Firearms Training	\$79,000	\$125,470
	Total Police Security - Public Safety		\$229,574	\$281,970
	Subtotal Part B: Contract Maintenance Fees - Operating		\$1,473,665	\$1,613,830
Total Metro Transit Operating Services Expenses			\$ 5,296,177	\$ 6,602,648
METRO TRANSIT - LIGHT RAIL TRANSIT OPERATIONS				
	Insurance		\$ 525,000	\$ -
	Contracted Services	Rail Systems Maintenance	\$648,520	\$237,000
		Rail Vehicle Maintenance	\$60,600	
		Rail Facilities & Support Maintenance	\$43,935	\$198,555
		Contracted Training Services - All Departments	\$35,000	
		All other Contracted Services	\$9,555	\$142,702
		Finance - Armored Car Services/ Fare Collection	\$115,000	\$28,134
	Total Metro Transit - Light Rail Transit Operations		\$ 1,437,610	\$ 606,391
METRO TRANSIT - NORTHSTAR COMMUTER RAIL TRANSIT OPERATIONS				
	Contracted Services	BNSF contracted Operations		\$ 1,482,194
		Station Maint		\$ 146,456
		Maint of Cars and Locomotives		\$ 34,745
		Misc Consulting		\$ 209,085
				\$ 1,872,480
TOTAL METRO TRANSIT			\$ 6,733,787	\$ 9,081,519

Report on Professional/Technical Services Activity MTS

APPENDIX B

Unit	Expense Type	Description	2008 Budget	2009 Budget
Transportation Planning				
	Consultant	Transportation Planning Consultants	\$ 622,165	\$ 185,000
	Computer Services/ Software Maintenance		\$ 1,000	\$ -
	Printing Internal		20,000	30,000
	Maintenance		-	10,000
	Printing External	Transportation Policy Plan	\$ 30,000	\$ 30,000
	Contractual services/other	Miscellaneous	\$ 25,000	\$ -
	Total Transit Administration Fund		\$ 698,165	\$ 255,000
Metro Mobility				
	Consultant	Customer Satisfaction Survey	\$ 50,000	\$ 50,000
	Contractual services other	Travel Instruction	115,000	100,000
	Printing External		23,000	40,000
	Printing Internal		8,000	8,000
	Maintenance		25,000	10,000
	Software maintenance	Trapeze (Ride Scheduling) Software	-	100,000
	Total Metro Mobility		\$ 221,000	\$ 308,000
Contracted Regular Route				
	Printing External	Schedule printing (including VanGo)	\$ 37,000	\$ 37,000
	Marketing	VanGO	\$ 20,000	\$ 20,000
	Contractual services other	NTD Audit	\$ 15,700	\$ -
	Total Regular Route		\$ 72,700	\$ 57,000
	Metropolitan Transportation Services Total		\$ 991,865	\$ 620,000

Report on Professional/Technical Services Activity Community Development

APPENDIX B

Unit	Expense Type	Description	2008 Budget	2009 Budget
Division Management	Contractual Services Other	Strategic Planning	\$ 85,000	\$ 85,000
	Total Division Management		\$ 85,000	\$ 85,000
Parks	Consultant	Park usage survey	\$ 130,000	\$ 20,000
	Total Parks		\$ 130,000	\$ 20,000
Local Planning Assistance	Contractual Services Other	Assistance with Comprehensive plan Updates	\$ 35,000	\$ 35,000
	Total Local Planning Assistance		\$ 35,000	\$ 35,000
Research	Contractual Services Other	Forecast Model Building	\$ 125,000	\$ 100,000
	Contractual Services Other	Development Monitoring	\$ 18,000	\$ 18,000
	Contractual Services Other	Housing Market Data	\$ 38,500	\$ 38,500
	Total Research		\$ 181,500	\$ 156,500
RSP & Growth Strategy	Consultant	Establishment Park Foundation	\$ -	\$ 15,000
	Total RSP & Growth Strategy		\$ -	\$ 15,000
Subtotal Community Development - General Fund			\$ 431,500	\$ 311,500
Metropolitan Housing and Redevelopment Authority				
HRA - Rent Assistance Programs	Accounting & auditing	Annual audit	\$ 8,000	\$ -
	Contractual Services Other	Legal-Mary Dobbins	150,000	150,000
	Total HRA		\$ 158,000	\$ 150,000
Family Affordable Housing Program	Contractual Services Other	Maintenance of properties-Kingwood Mgmt	241,000	200,000
	Contractual Services Other	Lawn Care, maintenance, carpet cleaning	-	75,000
	Management Company Fees	Management services-Kingwood Mgmt	165,000	165,000
	Total FAHP		\$ 406,000	\$ 440,000
Subtotal Community Development - HRA/FAHP			\$ 564,000	\$ 590,000
Community Development Total			\$ 995,500	\$ 901,500

Report on Professional/Technical Services Activity Regional Administration

APPENDIX B

Unit	Expense Type	Description	BUDGET	
			2008	2009
Legal Office	Contractual Services Other	Court Reporter Services	65,000	40,000
	External legal services	External legal services	\$ 1,400,000	\$ 1,485,000
	Temporary Help		\$ 25,000	\$ 15,000
	Total Legal Office		\$ 1,490,000	\$ 1,540,000
Office of Diversity	Consultant	Investigative Services	\$ 40,000	\$ 40,000
	Contractual Services Other	Diversity & DBE Training, Diversity Analysis, Document	20,000	20,000
	Temporary Help	Temporary Help	\$ 4,000	\$ 4,000
	Total Office of Diversity		\$ 64,000	\$ 64,000
Regional Administrator	Consultant	other	\$ 300	\$ 2,000
	Total Regional Administration		\$ 300	\$ 2,000
-Administration	Contractual Services Other	Paperless Personnel Files	\$ -	\$ 50,000
	Temporary Help	Admin Support Need	\$ 3,600	\$ 2,000
	Human Resources - Administration		\$ 3,600	\$ 52,000
- Labor Relations	Consultant	Labor negotiations Consultant	\$ 30,000	\$ 45,000
	Contractual Services Other	Negotiations Consultant		45,000
	Human Resources - Labor Relations		\$ 30,000	\$ 90,000
- Learning & Organizational Development	Consultant	Eler & Other Computer Training Vendors	\$ 30,000	\$ 33,000
	Consultant	Mgmt / Employee Development training	36,500	40,600
	Consultant	GIS Arcview/Arcinfo Training	\$ 10,000	\$ 10,000
	Consultant	Skill Soft	11,500	13,500
	Contractual Services Other	Performance Management Services	-	25,000
	Contractual Services Other	PD!: Assessment/Consulting/Models	5,100	15,000
	Temporary Help	Admin Support Need	1,600	1,600
	Human Resources - Learning and Organizational Development		\$ 94,700	\$ 138,700
- Staffing & Compensation	Consultant	Hay Evaluations	\$ 4,000	\$ 6,000
	Consultant	Testing/Exams/Assessments	\$ 35,000	\$ 21,400
	Consultant	Compensation Consultants	\$ 20,000	\$ 25,000
	Contractual Services Other	Job Analysis Test Development	\$ 25,100	\$ 40,000
	Contractual Services Other	Pre-employment Checks-Background Investigations	103,770	113,050
	Software Maintenance	Testing Software	1,700	1,900
	Temporary Help	Vacation Coverage	\$ 5,760	\$ -
	Human Resources - Staffing and Compensation		\$ 195,330	\$ 207,350
Occupational Health	Consultant	Occupational Health, Drug Testing, Employment Testing,	\$ 356,000	\$ 292,000
	Contractual Services Other	DOR & Associates (Employee Assistance Programs)	\$ 62,000	\$ 62,000
	Contractual Services Other	Flu Shots	\$ -	\$ 2,000
	Contractual Services Other	Web-based electronic medical record-Unique Software	\$ -	\$ 14,500
	Contractual Services Other	Blood Pressure Screening	\$ -	\$ 9,000
	Contractual Services Other	Fit for Life Nutrition and Exercise	\$ 20,000	\$ 25,000
	Contractual Services Other	Homeland Flu Shots, Blood Pressure & Health Screens,	48,000	-
	Human Resources - Occupational Health		\$ 486,000	\$ 404,500
- HRIS	Consultant	Implementation of E-benefits (On-line enrollment)	\$ 63,000	\$ 67,200
	Human Resources - HRIS		\$ 63,000	\$ 67,200
- Benefits Administration	Consultant	Acuarial- OPEB Study	\$ 30,000	\$ -
	Consultant	Benefit Consulting Labor Negotiations	\$ -	\$ 20,000
	Consultant	Benefits consultant	\$ 50,000	\$ 50,000
	Consultant	Consulting to Assist w/Dental and LTD RFP's	\$ -	\$ 20,000
	Consultant	Medicare Part D Actuarial Attestation	\$ -	\$ 10,000
	Contractual Services Other	Flex spending admin. (Benesyst)	30,000	40,000
	Contractual Services Other	Outsources COBRA/retiree medical administration	\$ 10,000	\$ -
	Contractual Services Other	Temporary Help	12,000	20,000
Human Resources - Benefits Admin.		\$ 132,000	\$ 160,000	
Total Human Resources		\$ 1,004,630	\$ 1,119,750	
Government Affairs	Contractual Services Other	Intergovernmental relations services	\$ 15,000	\$ 15,000
	Consultant	Intergovernmental relations services	45,000	45,000
	Total Government Affairs		\$ 60,000	\$ 60,000

Report on Professional/Technical Services Activity Regional Administration

APPENDIX B

Unit	Expense Type	Description	BUDGET	
			2008	2009
Communications	Consultant	E-gov projects	50,000	50,000
	Contractual Services Other	Computer services--Online Subscriptions for library	\$ 5,000	\$ 5,000
	Contractual Services Other	Audio/Video Editing & Production	30,000	10,000
	Contractual Services Other	Graphics--design, production	50,000	43,600
	Contractual Services Other	Meetings, forums, special events	15,000	-
	Contractual Services Other	Other	-	50,400
	Contractual Services Other	Website design, development, hosting, maintenance	100,000	-
	Temporary Help			3,020
Total Communications			\$ 250,000	\$ 162,020
Fiscal Services	Accounting & Auditing	Annual audit by State Auditors	\$ 215,000	\$ 215,000
	Computer services	Bloomberg Investments	25,000	30,000
	Contractual Services Other	Comptr services-investment support	20,000	-
	Contractual Services Other	Doc Mgmt, Pay Cards, Other Business Process Needs	50,000	75,000
	Contractual Services Other	Sympro Other Treasury	-	20,000
	Contractual Services Other	Other / General Fin's Advice	10,000	10,000
	Contractual Services Other	Fixed Asset Annual Update	21,500	23,500
	Contractual Services Other	Banking fees	180,000	180,000
	Temporary Help		\$ -	\$ 7,000
Total Fiscal Services			\$ 521,500	\$ 560,500
Information Services	Consultant	Obsolete Hardware/Software	\$ 185,000	\$ -
	Consultant	Disaster Recovery	-	50,000
	Consultant	Emerging Technologies	-	100,000
	Consultant	PeopleSoft	-	60,000
	Consultant	Security Improvements	125,000	100,000
	Consultant	Telephone/Mobile Computing Improvements	50,000	-
	Consultant	Transit/ES/RA Projects	150,000	300,000
	Consultant	Web Technology	-	100,000
	Contractual Services Other	Disposal of Obsolete Equipment	-	10,000
	Contractual Services Other	Web Server Program and Related Services-Archwing	-	51,000
	Contractual Services Other	Web Site Hosting and Related Services-IPHouse	-	38,000
	Contractual Services Other	Web Streaming-Granicus	-	12,000
	Contractual Services Other	En Pointe (roll out new equipment agency wide)	-	161,000
	Contractual Services Other	Iron Mountain storage	-	20,000
	Contractual Services Other	Message Labs (Spam, virus filtering service)	-	24,000
	Contractual Services Other	OET	216,000	250,000
	Contractual Services Other	Wiring/Cable - Misc	49,000	-
	Maintenance		854,518	575,772
	Security		-	5,000
	Software Maintenance	Variety software packages	3,118,954	3,321,471
Total Information Services			\$ 4,748,472	\$ 5,178,243
Geographic Information System	Consultant	GIS Consultant	\$ 36,000	\$ 36,000
	Contractual Services Other	GIS Parcel Data (Counties)	28,000	28,000
	Contractual Services Other	MetroAtlas-GIS&Graphic Web Development	30,000	30,000
	Contractual Services Other	Regional GIS Projects	22,000	22,000
	Contractual Services Other	Street Centerlines (Lawrence Group)	47,800	47,800
Total Geographic Information Systems			\$ 163,800	\$ 163,800
Central Services	Contractual Services Other	Dynamex, Iron Mountain, Arch Wireless, and misc.	80,000	85,000
	Equipment Repair	General	\$ 500	\$ 500
	Temporary Help	Admin Support Need	\$ 5,500	\$ 5,500
Total Central Services			\$ 86,000	\$ 91,000
Risk Management	Consultant	Contract reviews, risk consultant	\$ 21,000	\$ 23,500
	Total Risk Management			\$ 21,000
Budget and Evaluation	Accounting & auditing	Federal OMB A-87 Cost Alloc. plan	\$ 23,000	\$ 23,000
	Total Budget and Evaluation			\$ 23,000
Audit	Consultant	External Investigative Assistance	\$ 10,000	\$ 10,000
	Total Audit			\$ 10,000
REGIONAL ADMINISTRATION TOTAL			\$ 8,442,702	\$ 8,997,813

**METROPOLITAN COUNCIL
2009 OPERATING CAPITAL
SOURCES OF FUNDS AND EXPENDITURES**

APPENDIX C

	Capital Outlay	Rent	Rent Rebate	Total 390 N. Robert	Total
SOURCES OF FUNDS					
Environmental Services	\$ 486,000	\$360,356	(\$53,850)	\$ 306,506	\$ 792,506
Transportation	40,721	\$216,418	(\$21,150)	195,268	235,989
General Fund	172,343	\$1,349,692	-	1,349,692	1,522,035
HRA	23,136	\$188,280	-	188,280	211,416
TOTAL SOURCES OF CAPITAL FUNDS	\$ 722,200	\$ 2,114,746	\$ (75,000)	\$ 2,039,746	\$ 2,761,946
CAPITAL-BY DIVISION & PROGRAM					
INFORMATION SERVICES					
COMMUNITY DEVELOPMENT					
Subtotal Community Development	-	-	-	-	-
REGIONAL ADMINISTRATION					
GIS- Ortho Imagery (Aerial Photography)	\$ 100,000	\$ -	\$ -	\$ -	\$ 100,000
GIS- Plotter/Laser Printer	25,000	-	-	-	25,000
Public Affairs-Assetbank Digital Asset System	25,000	-	-	-	25,000
	-	-	-	-	-
Desktop Replacement	13,000	-	-	-	13,000
Laptop Replacement	25,200	-	-	-	25,200
Printer Replacement	9,000	-	-	-	9,000
Subtotal Regional Administration (010)	\$ 47,200	\$ -	\$ -	\$ -	\$ 47,200
Replacement Hardware/Software	\$ 400,000	-	-	-	\$ 400,000
Security Improvements	200,000	-	-	-	200,000
Disaster Recovery/Business Continuity	75,000	-	-	-	75,000
Transit/RA/ES Projects	150,000	-	-	-	150,000
Telephone/Mobile Computing Improvements	100,000	-	-	-	100,000
SQL Server Architecture	75,000	-	-	-	75,000
Collaboration Software/Hardware	75,000	-	-	-	75,000
Web Technology	100,000	-	-	-	100,000
Network Monitoring Tools	75,000	-	-	-	75,000
Emerging Technologies	100,000	-	-	-	100,000
Subtotal Infrastructure Capital Projects	\$ 1,350,000	\$ -	\$ -	\$ -	\$ 1,350,000
Less: MT Capital Portion	(675,000)	-	-	-	(675,000)
ES Capital Portion	(486,000)	-	-	-	(486,000)
Net Regional Administration	\$ 189,000	\$ -	\$ -	\$ -	\$ 189,000
CENTRAL SERVICES					
Building Expenses - 390 N. Robert	\$ -	\$1,740,700	\$ -	\$ 1,740,700	\$ 1,740,700
Furniture & Equipment	-	\$80,000	-	\$ 80,000	80,000
Subtotal Central Services	\$ -	\$ 1,820,700	\$ -	\$ 1,820,700	\$ 1,820,700
ENVIRONMENTAL SERVICES					
ES Capital Portion	\$ 486,000	-	-	-	\$ 486,000
	-	-	-	-	-
Subtotal Environmental Services	\$ 486,000	\$ -	\$ -	\$ -	\$ 486,000
TOTAL CAPITAL OUTLAY	\$ 872,200	\$ 1,820,700	\$ -	\$ 1,820,700	\$ 2,692,900
NET CHANGE IN RESERVES	\$ (150,000)	\$ 294,046	\$ (75,000)	\$ 219,046	\$ 69,046

*Metropolitan Council 2009 Unified Budget
Glossary of Terms*

Ad Valorem Tax	A tax based on the value of an item, such as property.
Appropriation	A legal authorization granted by a legislative body to make expenditures and to incur obligations for specific purposes.
Budget	Final budget adopted by the Council in December. The annual calendar-year plan of revenues and expenditures.
Block Grant	A grant from another governmental unit to be used or expended for a specified purpose.
Budget Amendment	A Council action authorizing revision of the adopted budget.
Capital Budget	Plan for capital expenditures (involving the construction or renovation of permanent facilities or acquisition of major equipment with a useful life greater than 3 years) for the coming year.
Capital Improvement Program	A six-year plan for proposed capital improvements, the first year of which is formally adopted as the Capital Budget.
Capital Outlay (Capital Investment)	Expenditures for acquiring or adding to Council assets of a long-term character with an expected useful life of three or more years.
Capital Project Grant	A grant made specifically for acquiring or constructing major capital facilities.
Cash Flow Forecasting	Estimates of the timing of revenues and expenditures to determine the amount of cash available to meet payments or to be invested.
Cash Management	The balancing of cash on hand necessary to pay for services and temporarily idle cash invested to earn interest revenue.
Central Services	A department within Regional Administration responsible for providing office facilities and support.
Certified Levy	Total tax levy of a jurisdiction, which is certified to the County Auditor for collection from property owners.

Comprehensive Annual Financial Report (CAFR)	Audited financial statements of the Council.
Comprehensive Plan	A city or county land use plan that addresses sewer, housing, transportation, parks, water systems and other issues.
Cost Allocation	Method for allocating costs for administrative and support services among the Council divisions.
Debt Service	The amount of funds required to pay both the long-term principal and interest on bonds, notes, certificates and loans.
Division	Basic organizational unit of the Council responsible for carrying out a specific function, defined by State statute.
Environmental Assessment Worksheet (EAW)	The document (EAW) required under state environmental quality rules that provides a preliminary assessment of the environmental impact of proposed land use decisions.
Estimated Market Value	Represents the selling price of a property if it were on the market. Estimated market value is converted to tax capacity before property taxes are levied.
Fiscal Disparities	The program created by the Metropolitan Fiscal Disparities Act, which shares growth in the commercial-industrial tax base in the seven county metropolitan area. Forty percent of the value of new commercial-industrial development since 1971 is pooled and redistributed among the 300 taxing districts to address uneven business development throughout the region.
FTE/Full-Time Equivalent	Equivalent of one employee working full-time, or 2,080 hours per year. An FTE can be filled by any number of employees whose combined hours total 2,080 per year.
Fund	Under Generally Accepted Accounting Practices, an independent fiscal and accounting entity which is segregated for the purpose of performing specific activities or achieving certain objectives. There are several types of funds commonly used by the Council, including the following:
a. Agency Fund	To account for assets held by the government as an agent for individuals, private organizations, other governmental units and/or other funds.
b. Capital Improvement	To account for financial resources to be used for the acquisition, construction, expansion and renovation of capital facilities, other than those financed by proprietary or trust funds. To account for the accumulation of resources and payment of

c. Debt Service Fund	general obligation debt principal and interest.
d. Enterprise Fund	To account for operations that are financed and operated in a manner similar to private business enterprise, the cost of providing goods or services on a continuing basis are financed or recovered primarily through user charges
e. General Fund	To account for revenues and expenditures necessary to carry out basic governmental activities such as administration, legal and fiscal services.
f. Internal Service Funds	To account for the financing of goods or services provided by one department or agency to another department or agency or to another governmental unit, on a cost-reimbursement basis. An example of internal service funds is the Central Service Fund, which provides duplicating services on a cost-reimbursement basis.
g. Special Revenue Funds	To account for the proceeds of specific revenue sources whose expenditures are legally restricted to particular purposes, such as Highway Right of Way Acquisition Loan Fund (RALF).
Fund Balance	The difference between assets and liabilities.
a. Reserved Funds	Legally segregated for a specific use. They are not available for discretionary appropriation due to the nature of the asset. <u>Designated Funds</u> - To establish tentative plans for or restrictions on the future use of financial resources.
b. Unreserved Funds	<u>Undesignated Fund Balance</u> - the funds remaining after reduction for reserved and designated balances In addition, the debt service, capital project and many of the special revenue funds are restricted as to use, depending on the legal restrictions governing the funds they contain.
General Fund	Fund to account for all financial resources except those required by law or accounting principles to be accounted for in one of the Council's other funds
Geographic Information System (GIS)	The hardware, software, data and administrative procedures that go into analyzing, using and displaying geographically based information.
Grantee	A recipient of grant monies from the Council.
HACA	State Homestead and Agricultural Credit Aid. HACA legislation provides a state payment in lieu of a portion of the

	property tax levy.
HRA Operating Reserve	The balance accumulated from the excess of revenues over expenditures in the Council's Housing and Redevelopment Authority program
Implicit Price Deflator	An index prepared by the federal government to measure changes in the price of goods and services.
Internal Service Fund	Fund used for the furnishing of goods or services by one department or other departments, on a cost-reimbursement basis.
Land Use Planning	The orderly use of land and placement of facilities based on local and state government public discussion, policy and regulation.
LCMR	Legislative Commission on Minnesota Resources, which is responsible for distributing grant monies to local units of government and other governmental agencies relating to Natural Resources.
Lease	A contract for temporary use of equipment or facilities at a negotiated price.
Long-Term Debt	Financial obligation with maturity of more than one year after the date of issuance.
Mapping Consortium (Metro GIS)	An ad hoc committee consisting of staff members from the Council and other organizations that shares information about computer mapping.
Metropolitan Airports Commission (MAC)	The commission that owns and operates the region's airport system, including the Minneapolis/St. Paul International Airport and seven satellite airports.
Metropolitan Area	The area in which the Metropolitan Council has jurisdiction, consisting of the seven metropolitan counties of Anoka, Carver, Dakota, Hennepin, Ramsey, Scott, and Washington.
Metropolitan Land Planning Act	The state law that mandates cities, townships and counties to prepare comprehensive plans, and that such plans be consistent with the Council's regional plans for sewer, transportation, parks and open space, and airports.
Metropolitan Parks and Open Space Commission (MPOSC)	The commission that advises the Council on matters affecting the regional park and open space system.
Metropolitan Region	See Metropolitan Area

Metropolitan Sports Facilities Commission (MSFC)	The commission that owns and operates the Hubert H. Humphrey Metrodome.
Motor Vehicle Sales Tax	The motor vehicle excise tax (or MVST) is a state sales tax applied to the purchase of motor vehicles.
Nonpoint-source Pollution Control	Diffuse pollution that is not traceable to a single source, but rather runs off the land in a widespread manner, includes urban and agricultural runoff.
Operating Expenditures	Expenditures incurred on behalf of primary service activities. The Council budget distinguishes operating budget activities from debt service activities and passthrough grant and loan activities.
Operating Budget	Plans of expenditures and the proposed means of financing them for the primary service activities. The Council budget distinguishes operating budget activities from debt service activities and passthrough grant and loan activities.
Operating Revenue	Revenue that is directly related to primary service activities.
Passthrough Grant or Loan	Funds that are received by the Council but then granted, loaned or passed on to another agency, organization or individual for a specified use.
Program	An organized set of related work activities directed toward a common purpose.
Proposed Budget	Budget as submitted by the Regional Administrator to the Council.
Section 8	A federal housing rental assistance program for low and moderate- income people.
Staff Complement (see FTE)	Number of full-time permanent positions (Note: two half-time positions equal one staff complement.)
Statutory Authority	Authority based on state or federal legislation.
Strategic Planning	Management based on a vision of success for the organization, using strategies to achieve desired goals.
Tax Capacity Rate	Tax rate applied to tax capacity to generate property tax revenue. The rate is obtained by dividing the property tax levy by the available tax capacity.

Tax Classification Rate	Rates at which estimated market values are converted into the property tax base. The classification rates are assigned to properties depending on their type (residential, commercial, farm, etc.) and, in some cases there are two tiers of classification rates, with the rate increasing as the estimated market value increases.
Truth-in-Taxation	Procedures adopted by the Minnesota Legislature intended to improve accountability in the adoption of the budget and property tax levy of local governments.
Truth-in-Taxation Public Hearing	Statutory requirement for local governments to hold public hearings on their proposed budgets and property tax levies. For Metro governments the hearing must be held on specific dates in December.
Tax Levy	The total amount to be raised by property taxes for the purpose stated on the resolution certified to the county auditor. Tax levy authority is based on state statutes
Undesignated Reserve	The balance accumulated from the excess of revenues over expenditures available for future expenditures in an enterprise fund.
User Charge	Charges for service based on the consumption or availability of that service.
Watershed	The land area from which water accumulations drain into a stream.
Work Priorities	The focus of Council work program efforts in any given year.
Work Program	A plan of work proposed to be done during a particular period.