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# **METROPOLITAN COUNCIL**

## **2005 UNIFIED OPERATING BUDGET**

**Adopted December 15, 2004**

Publication no. 21-04-054



# **Metropolitan Council**

**Mears Park Centre, 230 East Fifth Street, St. Paul, Minnesota 55101**

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**Metropolitan Council  
2005 Proposed Operating Budget**

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**BUDGET MESSAGE**

# ***Metropolitan Council 2005 Adopted Unified Budget Budget Message***

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## **BUDGET MESSAGE**

The Metropolitan Council's budget addresses the charge given to the agency by the Pawlenty Administration's 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 2005 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**

By the year 2030, the Twin Cities metropolitan area is expected to grow by nearly 1 million people and nearly half a million households. 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 *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. Four policy plans will be instrumental in implementing the Framework and guiding the expansion of four regional systems: transportation, aviation, water resources (including wastewater collection and treatment), and regional parks and open space.

## **2005 OPERATING BUDGET OVERVIEW**

The financial objectives underlying the 2005 budget include:

- Focus on balanced budgets that support Council strategies;
- Maintenance of AAA bond rating.

The 2005 budget must address multiple financial challenges. The challenges facing the Council include: continually rising employee health insurance costs, necessary investment in technology to maintain and

## ***Metropolitan Council 2005 Adopted Unified Budget***

### ***Budget Message***

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improve Council operational efficiencies, no change in the operating levy, and a Council commitment to minimize the tax impact on residential taxpayers.

The Operating Budget is composed of three major categories: Operating expenditures, pass-through grants and loans, and debt service, which are the funds required to pay both the long-term principal and the interest on bonds, notes, certificates, and loans.

- 2005 operating expenditures are projected to be \$429.9 million, up 1.4 percent from the 2004 adopted budget. The increases are driven primarily by Light Rail coming on line in 2004, increased diesel fuel and utility costs, and health insurance cost increases.
- Pass-through grant and loan expenditures are \$76.6 million, up 6.7 percent from \$71.8 million in 2004.
- Debt service expenditures are \$123.2 million, up 12.8 percent from \$108 million in 2004.

The total unified budget for operations, grants and loans, and debt service is \$628.4 million, an increase of 4.0 percent from \$603.7 million in 2004.

### **PROPERTY TAX LEVIES**

Minnesota Statutes authorize the Council to levy a tax on all taxable property within the Council's geographic jurisdiction to provide funds for the general purpose of carrying out the Council's responsibilities as provided by law. The Council's taxing area for all purposes except transit 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 2005 property tax levy for all Council purposes is \$70.6 million, a 1 percent increase from the 2004 levy of \$69.9 million. The 1 percent overall increase represents no increase in the general and non-debt levies, while the debt service levy, primarily transit and parks, is projected to grow 1.6 percent. The general operating levy is \$222,329 below the levy limit. The Highway Right-of-Way program and the Livable Communities levy recommendations are a combined \$100,000 below the levy limit.

Approximately 51 percent of the Council's total property tax levy supports transit debt service; 19 percent of the levy is for purposes specified in the Livable Communities Act; 11 percent supports parks and emergency-radio program debt service; 4 percent supports the Highway Right-of-Way Acquisition Loan program; and the remaining 15 percent supports the general operations of the Council.

**Metropolitan Council  
2005 Proposed Operating Budget**

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**AUTHORITY AND ORGANIZATION**

# ***Metropolitan Council 2005 Adopted Unified Budget***

## ***Authority and Organization***

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### **AUTHORITY AND ORGANIZATION**

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 188 cities and townships and 2.7 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. The Metropolitan Reorganization Act of 1994 made substantial changes in the metropolitan regional government structure by merging the functions of three regional agencies (the Metropolitan Waste Control Commission, the Metropolitan Transit Commission, and the Regional Transit Board) into the Metropolitan Council.

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 page 2-4. 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 563,000 jobs, 471,000 households, and 966,000 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 *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 200,000 bus rides per weekday and 4,700 rides daily for people with disabilities through Metro Mobility;
- Collecting and treating up to 300 million gallons of wastewater daily;
- Serving nearly 100 communities and about 6,800 households through Section 8 and other affordable housing programs; and



## ***Metropolitan Council 2005 Adopted Unified Budget***

### ***Authority and Organization***

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- Working with local governments to develop and maintain the area's renowned regional park system, which has grown to 52,000 acres.

The Council is organized into three operating divisions: Transportation, Environmental Services, and Community Development. The operating divisions report to the Regional Administrator who, in turn, reports to the 17-member Council. The Regional Administrator is responsible to ensure that policy decisions of the Council are carried out, to organize and direct 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 2-6.

### **TRANSPORTATION DIVISION**

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

- **Metro Transit:** Provides roughly 95% of the 73 million bus trips taken annually in the Twin Cities area, and operates the Hiawatha light-rail line.
- **Metro Mobility:** This program serves persons with disabilities that prevent them from using the regular transit system. This service provided over 1.2 million rides in 2004 to more than 24,000 certified riders.
- **Contracted Regular Routes:** Approximately 3% of regular route service is bid and contracted out to private and non-profit organizations. This service provided an estimated 1.9 million rides in 2004.
- **Community Programs:** Dial-A-Ride service is provided to rural areas and a number of cities through contracts with counties and non-profit organizations. In 2004, an estimated 400,000 rides were provided by this program through contracts for 11 rural and seven urban transit service providers.
- **Opt-Out Communities:** Twelve communities have chosen to "opt-out" of regional transit service and provide their own programs. The Council provides capital funding for these programs and passes through operating funds from the state. In 2004, these programs provided an estimated 3.6 million rides.

The 2005 transportation budget is focused on maintenance of the existing transit system, yet oriented toward continuing reasonable growth once funds become available. The 2005 budget includes \$57.3 million from the General Fund state appropriation for transit support. The state appropriation includes \$3.9 million for operations of the Hiawatha light rail line, which began revenue operations in June 2004.

### **ENVIRONMENTAL SERVICES DIVISION**

Metropolitan Council Environmental Services (MCES) collects and treats an average of almost 300 million gallons of wastewater each day from 103 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's 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 during the planning of the 2005 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 2005 Adopted Unified Budget Authority and Organization***

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## **COMMUNITY DEVELOPMENT DIVISION**

The Community Development Division conducts overall planning and policy development to support the Council's mission. 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 2005, Community Development will focus its resources, tools and incentives on implementation of the *Regional Development Framework*, the Council's new 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 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. 2004 was the first year that the Family Affordable Housing Program achieved its full complement of 150 units. This program involves the Council in owning and managing affordable housing units and represents a small but important step in addressing the region's affordable-housing shortage.

## **REGIONAL ADMINISTRATION**

In addition to the three operating divisions, the Council has central administrative units, organized as Regional Administration, that report to the Regional Administrator. The units establish administrative policies for the entire 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 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 2005 will be to continue supporting the Council's operating units by providing high-quality, cost-effective services. The Council's organizational structure is shown on page 2-6.

## **LEGISLATIVE COMMISSION ON METROPOLITAN GOVERNMENT**

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

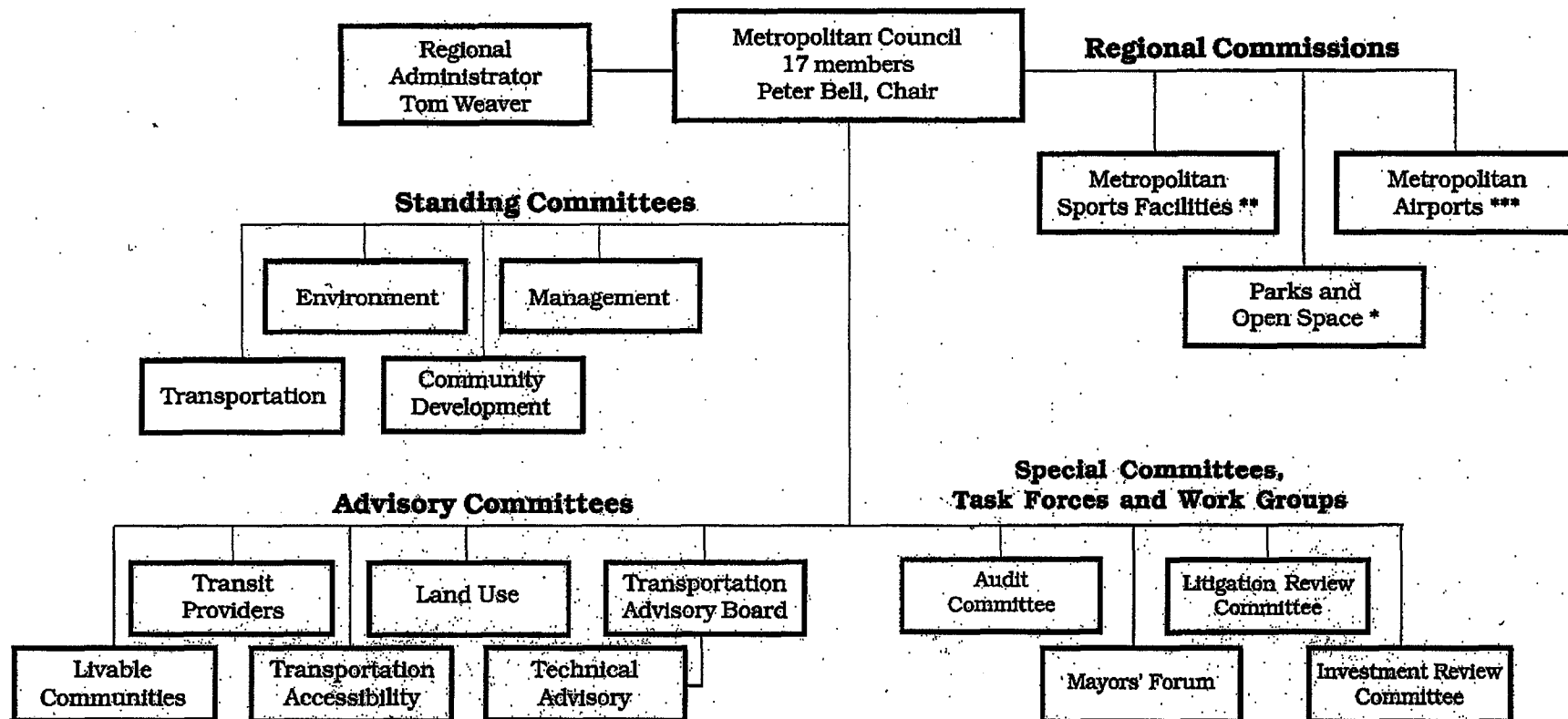
- The tax rate and dollar amount of the Council's property tax levies and any proposed increases in the rate or dollar amount of tax;
- Requests for an increase in the debt of the Council;
- The overall work and role of the Council;
- The Council's proposed operating and capital budgets, work program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

***Metropolitan Council 2005 Adopted Unified Budget  
Authority and Organization***

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<b>Council Members</b>	<b>Term of Office</b>	
	<b>First Appointed</b>	<b>End of Term</b>
<b><u>Chair</u></b>		
Peter Bell	January 9, 2003	Pleasure of the Governor
<b><u>District Members</u></b>		
<b>District No. 1-</b> Roger Scherer	March 10, 2003	January 2007
<b>District No. 2 -</b> Tony Pistilli	March 19, 2003	January 2007
<b>District No. 3 -</b> Mary Hill Smith	January 4, 1993	January 2007
<b>District No. 4 -</b> Jules Smith	July 31, 1993	January 2007
<b>District No. 5 -</b> Russell Susag	March 10, 2003	January 2007
<b>District No. 6 -</b> Peggy Leppik	March 10, 2003	January 2007
<b>District No. 7 -</b> Annette Meeks	March 10, 2003	January 2007
<b>District No. 8 -</b> Lynette Wittsack	March 10, 2003	January 2007
<b>District No. 9 -</b> Natalie Haas Steffen	April 19, 1999	January 2007
<b>District No. 10 -</b> Mary Krinke	July 21, 2004	January 2007
<b>District No. 11 -</b> Georgeanne Hilker	September 11, 2003	January 2007
<b>District No. 12 -</b> Chris Georgacas	March 10, 2003	January 2007
<b>District No. 13 -</b> Rick Aguilar	March 10, 2003	January 2007
<b>District No. 14 -</b> Song Lo Fawcett	March 10, 2003	January 2007
<b>District No. 15 -</b> Tom Egan	May 22, 2002	Resigned December 31, 2004
<b>District No. 16 -</b> Brian McDaniel	September 11, 2003	January 2007

# Metropolitan Council Policymaking Structure



September 2004

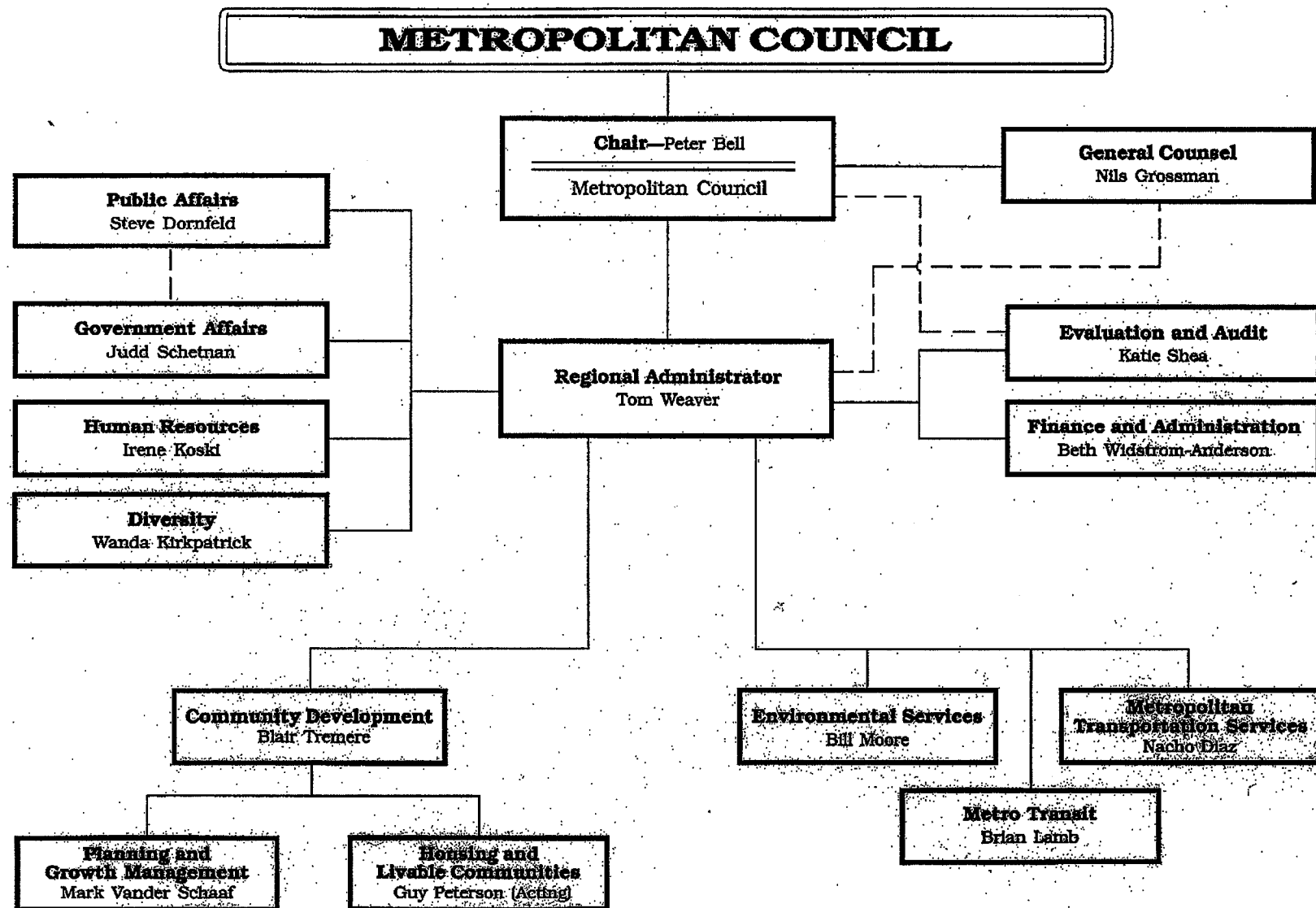
\* Staff support provided to Commission by Metropolitan Council.

\*\* 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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September 2004

**Metropolitan Council  
2005 Proposed Operating Budget**

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**BUDGET SUMMARY  
AND  
FINANCIAL RESOURCES**

# ***Metropolitan Council 2005 Adopted Unified Budget***

## ***Budget Summary and Financial Resources***

### **UNIFIED OPERATING, PASSTHROUGH AND DEBT SERVICE BUDGET**

Highlights of the 2005 Unified Budget are as follows, and include the budget for operations, pass-through grant and loan programs, and debt service.

- Total 2005 revenues and other financing sources for operations, pass-through and debt service are \$627,131,242, an increase of 5 percent from \$597,757,534 in the 2004 Adopted budget.
- Total 2005 expenditures for operations, pass-through and debt service are \$628,656,234, increasing 4 percent from \$603,708,621 in the 2004 Adopted budget.
- Environmental Services' budget reflects a \$1 million surplus of operating revenues over expenditures. This surplus is the initial installment in a plan to restore MCES reserves to pre-2004 levels following a significant use of reserves during 2004 to help address low flow issues.
- The Transportation Division budget draws significantly on operating reserves. Metro Transit's projected 2005 budget includes a \$2.7 million use of operating reserves added during 2004. Metropolitan Transportation Services budget includes a \$1.2 million use of operating reserves, that will bring the unit's budget reserves to close to policy guidelines.
- The General fund reflects a \$8,333 surplus of operating revenues over expenditures.
- Overall, the 2005 Unified Operating Budget, including operating, pass-through and debt service, reflects a net \$1.2 million use of reserves. The operating budget reflects a \$1 million surplus, primarily driven by Environmental Services; the budget for Pass Through reflects a \$2 million surplus; and, the budget for debt service shows a planned use of reserves of \$4.3 million.

The Unified Budget is summarized in the following table for operating, pass-through and debt service. The table shows 2003 actual, the Adopted 2004 budget and the Adopted 2005 budget. Operating expenditures increase in 2005 by 1 percent from 2004 adopted, and debt service expenditures increase by 13 percent. Total expenditures increase 4 percent over the 2004 adopted budget.

### **UNIFIED OPERATING BUDGET OPERATING, PASSTHROUGH AND DEBT SERVICE**

<b><u>Revenues</u></b>	<b><u>2003 Actual</u></b>	<b><u>2004 Adopted</u></b>	<b><u>2005 Adopted</u></b>	<b><u>Change</u></b>
Reg'l Administration	6,965,108	7,008,329	6,921,207	-1.24%
Comm Development	9,721,193	9,793,715	9,943,434	1.53%
Environmental Services	100,468,605	103,525,304	107,849,987	4.18%
Transportation	273,415,159	297,690,920	307,191,995	3.19%
<b>Total Operating Revenue</b>	<b>\$390,570,065</b>	<b>\$418,018,268</b>	<b>\$431,906,623</b>	<b>3.32%</b>
Pass Through	71,980,380	71,242,827	77,634,819	8.97%
Debt Service	98,390,888	108,496,439	117,589,800	8.38%
<b>Total Revenues</b>	<b>\$560,941,333</b>	<b>\$597,757,534</b>	<b>\$627,131,242</b>	<b>4.91%</b>
<b><u>Expenditures</u></b>				
Operating	\$372,236,333	\$423,895,107	429,882,003	1.41%
Pass Through.	\$71,131,097	\$71,781,027	\$76,610,519	6.73%
Debt Service	\$104,285,922	\$108,032,487	122,163,712	13.08%
<b>Total Expenditures</b>	<b>\$547,653,352</b>	<b>\$603,708,621</b>	<b>\$628,656,234</b>	<b>4.13%</b>
Other Sources & Uses			-280,000	
<b>Balance / (Deficit)</b>	<b>\$13,287,981</b>	<b>(\$5,951,087)</b>	<b>(\$1,244,992)</b>	

# Metropolitan Council 2005 Adopted Unified Budget

## Budget Summary and Financial Resources

### UNIFIED OPERATING BUDGET SUMMARY

The 2005 operating budget for all units is \$429,882,003 up 1 percent from the 2004 adopted budget of \$423,895,107, an increase of \$5.9 million. The increase in operating expenditures is driven primarily by increased diesel fuel and utility costs, the Hiawatha Light Rail line coming on-line during 2004, and cost increases in health care insurance.

Operating expenditures by division (not including debt service and pass-through) are shown in the following table. The adopted 2004 Budget and the adopted 2005 budget are shown before cost allocation for comparison purposes, and after cost allocation for 2005 to reflect the level of expenditure by division after allocation of administrative costs to the operating divisions.

#### Operating Expenditures, 2004 Adopted and 2005 Adopted Budgets

<u>Division</u>	<u>2004 Before RA Allocation</u>	<u>2005 Before RA Allocation</u>	<u>2005 After RA Allocation</u>
Regional Administration	\$29,226,195	\$30,030,359	\$5,326,802
Community Development	\$9,789,652	\$9,882,925	\$10,077,391
Environmental Services	\$91,798,768	\$96,002,557	\$106,849,987
Transportation	\$290,437,052	\$292,185,369	\$307,191,995
Capital Expense	\$2,643,440	\$1,780,793	\$435,828
<b>Total Operating</b>	<b>\$423,895,107</b>	<b>\$429,882,003</b>	<b>\$429,882,003</b>

### UNIFIED OPERATING BUDGET EXPENDITURES

Major changes in operating expenditures are as follows:

- Overall, **Salary and Benefit** expenditures are projected to increase \$8 million (3 percent) to \$264,617,848 in 2005 from the 2004 amended budget of \$256,574,080. For salaries & benefits in particular, comparison to the amended budget is a more appropriate measure due to the significant changes resulting from the ATU labor settlement.

The increase in salaries and benefits is driven by an \$4.2 million increase in Light Rail salaries and benefits attributable to a full year of revenue operations. Additionally, other divisions' salary and benefit costs increased in a range between 1 and 4 percent, driven by restrained salary growth offset by double-digit health insurance cost increases.

- **Consultant and Contractual Services** increased \$1,169,524 (5 percent) to \$22,571,286 in 2005 from \$21,401,762 in the 2004 adopted budget. Detail on 2005 Consulting & Contractual services are contained in Appendix G.3 (pp. 15-18 to 15-26).
- **Materials and Supplies** expenditures are projected to decrease \$1,481,477 (less than 1 percent) to \$14,992,835 in 2005 from the 2004 Adopted.



# ***Metropolitan Council 2005 Adopted Unified Budget Budget Summary and Financial Resources***

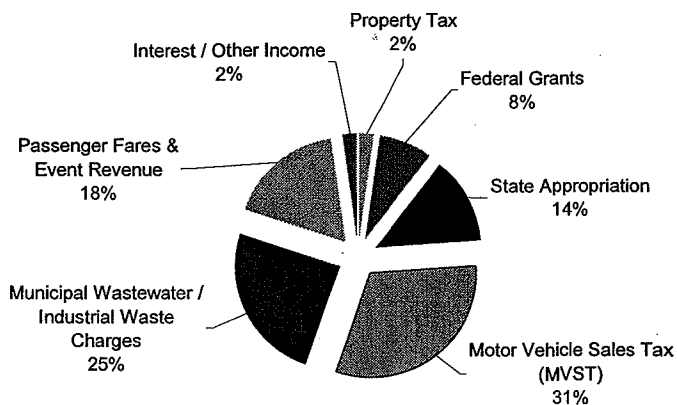
- **Transit Assistance** expenditures increase \$1.1 million to \$66,644,725 in 2005 from \$65,490,065 in the 2004 Adopted budget. The increase results from higher costs and service demand increases in Metro Mobility of about \$881 thousand, and an increase in MVST funding Passthrough to Opt-Outs accounts of \$328 thousand.

Capital outlay expenses, which consist of procurement of computer equipment, major software applications, and other capital equipment declines 17% to \$3,035,893 in 2005.

## **UNIFIED OPERATING BUDGET REVENUES**

Total Council-wide 2005 operating revenues increase \$12.1 million (3 percent) to \$427,959,886 from the adopted 2004 budget. Major items included in the 2005 operating revenue budget are:

- **State transit funding** includes the state general fund transit appropriation of \$57.4 million, which is flat compared to the 2004 amended budget. State transit funding includes \$3.9 million funding for Light Rail operations, which commenced revenue operations in June 2004.
- **State Motor Vehicle Sales Tax (MVST)** funds are provided to the Council through the state Metropolitan Transit Fund. The \$133.6 million MVST funding budgeted for 2005 includes \$23.6 million, which will be passed through to Opt-Out communities. Subsequent to budget adoption, plan to amend budget to align MVST with a new reduced State MVST forecast.
- **Transit passenger fares and special event revenue** increase \$8.9 million (13 percent) to \$75.4 million, driven heavily by LRT passenger fares (+\$4 million) over the amended 2004 budget - attributable to a full year of rail revenue operations. Metro Transit Bus passenger fares and special event revenues increase \$3.8 million (6 percent) over the 2004 amended budget.
- **Municipal wastewater revenues** increase 9.5 percent to \$138.5 million in 2005. Industry specific charges increase 5 percent in 2005 to \$9.5 million. This increase is due in large part to adjustments necessary to make up for lower revenues in 2004 due to low flow.
- **Federal revenues** are projected to increase \$2.3 million (+7 percent) to \$35.0 million in 2005, compared to the 2004 amended budget. This increase primarily affects Regular Route and Metro Mobility operations in Metropolitan Transportation Services.



## **PROPERTY TAX LEVY**

Property taxes support operations and debt service, and provide funds for grant and loan programs. Property taxes are levied under a number of state authorizing statutes, and include support for:

- General Fund (which supports Community Development planning and overall Council administration),

# ***Metropolitan Council 2005 Adopted Unified Budget Budget Summary and Financial Resources***

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- Debt service for parks and transit, and Council 800 MHz. Radio bonds, and;
- Grant and loan programs including Livable Communities Act programs and the Highway Right-of-Way Acquisition Loan Fund.

Total 2005 property tax levies for all purposes are \$70,647,892, a 1- percent increase over the 2004 certified levy of \$69,949,910. Changes in the property tax levies for 2005 are as follows:

- The general-purpose levy remains unchanged from 2004 at \$10,300,000, which is \$222,329 below the 2005 levy limit. State statute requires the Council to annually provide \$1 million from the general-purpose levy for support of Livable Communities.
- Transit levies for debt service are \$36,259,610 in 2005, up 2 percent from \$35,574,713 in 2004.
- The Highway Right-of-Way Loan program (HROW) levy remains unchanged from 2004 at \$2,803,379. The HROW 2005 levy is \$25,000 below the levy limit.
- Levies for the Livable Communities program remains unchanged from 2004 at \$13,184,070. The 2005 levies are \$75,000 below the levy limits.

Approximately 51 percent of the Council's total \$70.6 million property tax levy supports transit debt service, while 19 percent of the levy is for purposes specified in the Livable Communities Act; 11 percent of the levy supports parks and emergency-radio program debt service; and 4 percent of the levy supports the Highway Right-of-Way Acquisition Loan program. The remaining 15 percent of the levy supports the general operations of the Council.

Property taxes support the Livable Communities Program and the Highway Right-of-Way Acquisition Loan Program, which are grant and loan programs administered by the Council. The proceeds from these levies are passed through to local communities in the form of grants and loans. Grant and loan programs are referred to as "passthrough" funds in the budget tables. Total 2005 property taxes levied for these purposes are \$15,987,449, which is unchanged from 2004.

Table 9 and Appendix E provide detailed information on Council property tax levies. These tables show total past certified levies and the current levy. Note that budget tables 1-8 list property tax revenues net of an amount estimated to be uncollectable and unavailable for use in 2005. These tables differ from Table 9 and Appendix E where property taxes are reflected as levy amounts rather than budgeted revenue.

The Council's taxing area for all purposes, except for transit debt, consists of the seven-county Twin Cities metropolitan area. The boundaries of the Transit Taxing District include those communities receiving regular route transit service.

## **PASSTHROUGH GRANTS AND LOANS**

The Council operates a number of grant programs that provide:

- Housing assistance payments through the Metro HRA.
- Parks operation and maintenance grants through the Metropolitan Parks and Open Space Commission.
- 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 highway right of way under the Highway Right of Way Acquisition Loan Program.

# Metropolitan Council 2005 Adopted Unified Budget

## Budget Summary and Financial Resources

These programs receive revenue from federal and state governments and local property taxes for grant expenditures and loans. Grants and loans are made to public Metropolitan Area organizations. Housing assistance payments are made to individuals.

Total 2005 expenditures for passthrough grants and loans, including the Highway Right-of-Way loan program, is estimated at \$83,760,519, up .7 percent from \$83,156,027 in the 2004 budget (see Appendix A). Passthrough grants and new loan activity for 2004 and 2005 are summarized in the following table.

### Passthrough Grant Expenditures and Loan Programs

	2004 - 2005		
	2004 Amended	2005 Adopted	% Change
<b>Grant Programs:</b>			
- Housing Assistance Payments-HRA	\$46,296,027	\$52,430,519	13.3%
- Parks Open. & Maintenance Grants	8,630,000	8,630,000	0.0%
- Livable Communities Grants and Loans	16,605,000	15,400,000	-7.3%
- Planning Assistance Grants	250,000	150,000	-40.0%
- Northstar Planning Grant	2,500,000		
<b>Total Grant Expenditures</b>	<b>\$74,281,027</b>	<b>\$76,610,519</b>	<b>3.1%</b>
<b>Loan Programs:</b>			
- Highway Right-of-Way (new loans)	4,875,000	7,150,000	46.7%
<b>Total Loans</b>	<b>\$ 4,875,000</b>	<b>\$7,150,000</b>	<b>46.7%</b>
<b>Total Grants and Loans</b>	<b>\$83,156,027</b>	<b>\$83,760,519</b>	<b>0.7%</b>

### DEBT SERVICE

The Council is authorized under Minnesota state statute to issue debt to support capital programs in transit, wastewater, parks and open space, and radio communications. In the past, the Council had authority to issue bonds for solid waste landfill siting. While that authority no longer exists, there are still outstanding solid waste bonds being repaid, and will be paid off during 2005.

Debt service data for 2004 and 2005 is summarized below. In 2005, total budgeted Council debt service expenditures are \$122,163,712, up 13 percent from \$108,032,487 in 2004. Major areas of change are: transit (+ \$7 million), parks/solid waste/radio debt service (- \$283 thousand), and wastewater debt service (+ \$7 million). The 2005 budget reflects a \$4.3 million use of reserves planned to minimize the impact on property tax levies from year to year.

### Debt Service Expenditures Comparison 2004-2005

Division	2004 Adopted	2005 Adopted	Pct Change
Transportation -- Transit	\$ 33,354,213	\$ 40,325,000	20.9%
Environmental Services	66,001,339	73,445,000	11.3%
Other			
- Parks & Open Space	7,886,015	7,615,214	-3.4%
- Solid Waste	404,460	398,288	-1.5%
- 800 Megahertz Radio	386,460	380,210	-1.6%
<b>Total Debt Service</b>	<b>\$108,032,487</b>	<b>\$122,163,712</b>	<b>13.1%</b>

# ***Metropolitan Council 2005 Adopted Unified Budget Budget Summary and Financial Resources***

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Debt service is financed from the following sources:

- Property taxes (34%), which support transit, parks, solid waste, and transit related radio debt.
- Municipal wastewater charges and service availability charges (60%), which support Environmental Services.
- Interest income on debt service fund balances and available debt service reserves.

## **REVENUES & EXPENDITURES BY DIVISION**

### **TRANSPORTATION DIVISION BUDGET SUMMARY**

The Transportation division is comprised of two major units: Metro Transit and Metropolitan Transportation Services.

#### **METROPOLITAN TRANSPORTATION SERVICES**

Metropolitan Transportation Services' 2005 budget is \$76,728,197, reflecting a 3.9 percent increase compared to the amended 2004 budget of \$73,860,707. The 2005 budget includes \$23,642,500 which is passed through to the Opt-Out communities and \$877,400 which is passed through to Travel Demand Organizations. The 2005 budget, includes a planned \$1.2 million use of reserves, that will bring unit reserves close to target balances.

#### **METRO TRANSIT**

The Metro Transit 2005 budget supports transit system goals that include enhancement of its reputation with customers, maintaining ridership, continuing to deliver cost effective and efficient service, and positioning itself for future growth. The 2005 transit budget provides support for the base transit system at its current level of service. The budget assumes no fare increases in 2005. Previous fare increases occurred in August 2003, in 2001 and 1996 respectively.

In 2005, the Metro Transit budget for bus operations is \$212,431,029, an increase of \$8.1 million (+4 percent) over the 2004 amended budget of \$204,283,645. The 2005 budget which reflects a full year of revenue operations, includes a planned \$2.2 million use of reserves accumulated in 2004. The 2005 budget for light rail operations is \$18,032,769, an increase of \$6.8 million over the 2004 amended budget, and includes a \$499 thousand use of reserves accumulated in 2004.

The Council began revenue service for Hiawatha Light Rail Transit (LRT) in June 2004 from downtown Minneapolis to the Fort Snelling Station. Limited operating costs for LRT began in 2004 for the purposes of testing, training and calibration. Metro Transit is seeking a State of Minnesota operating subsidy for the Hiawatha rail line in the State 2005-2006 Biennium Budget Request.

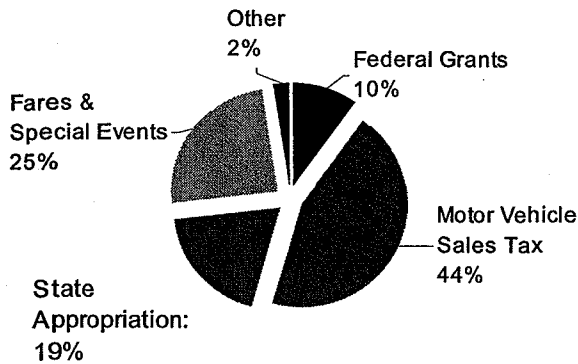
*Metro Transit's 2004 adopted budget reflected a \$5.7 million deficit between operating revenues and other sources and expenditures, largely driven by the impact of its unfunded retiree health benefits liability. The 2004 Metro Transit budget was balanced following conclusion of labor negotiation. Due to the significant changes resulting from the labor settlement, comparison of the 2005 budget to the 2004 amended (rather than adopted) budget is a more relevant and meaningful comparison.*

# Metropolitan Council 2005 Adopted Unified Budget

## Budget Summary and Financial Resources

### Federal Revenues

Federal support for transit operations is projected to increase \$2.5 million (9 percent) to \$30,518,104 in 2005 compared to the 2004 amended budget. MTS absorbs \$1.8 million of the increase in funding in their Regular Route and Transportation Planning programs. Metro Transit receives approximately \$556 thousand of the increased funding in Bus operations and \$102 thousand in light rail operations.



Transportation	2005 Adopted
Federal Grants	\$30,518,104
Motor Vehicle Sales Tax	\$133,618,000
State Appropriation	\$57,362,184
Fares & Special Events	\$75,402,902
Other	\$6,344,068
<b>Total Operating</b>	<b>\$303,245,258</b>

### State Revenues

State transportation revenues consist of funding from the Motor Vehicle Sales Tax (MVST) and appropriations. State funding primarily supports transit operations and is projected to be \$190,980,184 for 2005. The major changes in state funding for 2005 include:

- **Motor Vehicle Sales Tax (MVST)**  
Gross MVST funding in 2005 is \$134,310,500 from which the portion that is passed through to the Opt-Out communities of \$23,642,500 and an allowance for variability of \$692,500 is deducted. Net MVST revenues included the Council budget are \$109,975,500.
- **State Appropriations for Transit Operations**  
The 2005 Transportation budget includes \$57,362,184 Base General Transit Assistance, which is essentially flat compared to the 2004 amended budget of \$57,350,405.

### Passenger Fares & Contract/Special Event Revenue

- Revenues from Passenger Fares and Contracts/Special Events are projected to increase 13 percent to \$75,402,902 in 2005 compared to the 2004 amended budget. The increase in passenger fares is driven by a full year of LRT passenger fares (+\$4.5 million).
- Of the total \$75.4 million fare/special event revenues, nearly 89 percent is base fare-box revenue (\$58 million bus; \$6 million rail; and, \$3 million MTS), and, 11 percent is contract or special event revenue (\$6 million bus; \$2 million Metro Mobility). Transit fares were last increased in August 2003; no fare increase is assumed in 2005.

	2004 Amended	2005 Proposed	Change
<b>Passenger Fares/Special Events</b>			
Metro Transit - Bus	\$60,734	\$64,557	6.3%
Metro Transit - LRT	\$1,531	\$5,993	291.6%
<b>Total Metro Transit</b>	<b>\$62,265</b>	<b>\$70,550</b>	<b>13.3%</b>
Metropolitan Transportation Services	\$4,236	\$4,853	14.6%
<b>Total Transportation</b>	<b>\$66,500</b>	<b>\$75,403</b>	<b>13.4%</b>

# Metropolitan Council 2005 Adopted Unified Budget

## Budget Summary and Financial Resources

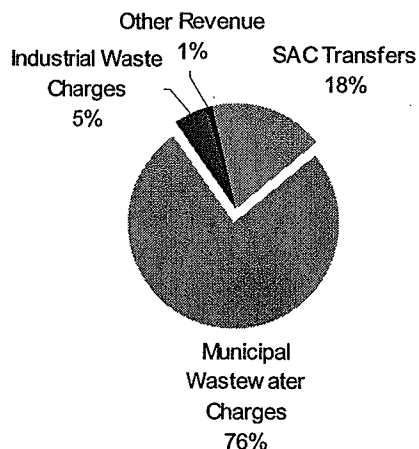
### Expenditures Summary

The total operating expenditures in 2005 for the Transportation division are \$307,191,995. Total 2005 expenses increase \$17.7 million or 6 percent over the amended 2004 expenditures.

Transportation	2005 Adopted		Total	% Total
	Metro Transit	MTS		
Salaries & Benefits	\$178,246	\$3,618	\$181,864	59.2%
Contracted Services	\$3,435	\$1,511	\$4,946	1.6%
Materials, Supplies, Utilities	\$14,469	-	\$14,469	4.7%
Transit Program Expense	-	\$69,282	\$69,282	22.6%
Other	\$20,506	\$1,119	\$21,625	7.0%
Council Allocated	\$13,808	\$1,198	\$15,006	4.9%
<b>Total Operating</b>	<b>\$230,464</b>	<b>\$76,728</b>	<b>\$307,192</b>	<b>100.0%</b>

### ENVIRONMENTAL SERVICES DIVISION BUDGET SUMMARY

Communities pay MCES for the flow entering the regional wastewater system. Municipal wastewater charges pay for the conveyance and treatment of wastewater, a service that protects the water quality of the region. Each community pays the same rate for wastewater services.



Environmental Services	2005 Adopted	% Total
Municipal Wastewater Charges	\$138,500,000	76.4%
Industrial Waste Charges	\$9,519,500	5.3%
Other Revenue	\$1,332,487	0.7%
SAC Transfers	\$31,943,000	17.6%
<b>Total Revenues</b>	<b>\$181,294,987</b>	<b>100.0%</b>

### Revenues Summary

Revenues from MCES' fees and charges cover not only the operating expense budget, but also the debt service for wastewater projects and any miscellaneous expenses. In 2005, MCES revenues increase \$18 million (11 percent) from the 2004 amended budget. This increase is driven by increases in wastewater charges and SAC Transfers.

- Municipal wastewater charges and industrial waste charges supporting wastewater treatment and water resources management increase 12 percent, or \$11.6 million to \$106.5 million in 2005. The increase in Municipal wastewater charges and industrial waste charges is driven by the need to address the low flow issues of 2004 and their revenue implications. For 2005 and beyond, a new billing method, identified as the firm flow method, was adopted which will remove much of the volatility associated with estimating and budgeting for wastewater flow revenue.

# Metropolitan Council 2005 Adopted Unified Budget

## Budget Summary and Financial Resources

- SAC Transfers increase 26 percent to \$31.9 million. This increase is driven by low flow rates and new/expanded wastewater treatment facilities.
- Municipal wastewater charges supporting debt service increases 2.2 percent to \$51.5 million.

*Note: Comparison of the 2005 budget to the 2004 amended (rather than adopted) budget is a more relevant and meaningful comparison due to historically low wastewater flows experienced during 2004.*

### Expenditures Summary

The total expenditures in 2005 for the division are \$180,294,987 of which \$106,849,987 is for operations and \$73,445,000 is budgeted for debt service. Total 2005 expenses increase \$11.7 million or 7 percent over the total 2004 expenditures of \$168,526,643. The MCES 2005 budget anticipates a \$1 million surplus, the first installment in a five-year plan to restore MCES reserves to pre-2004 levels.

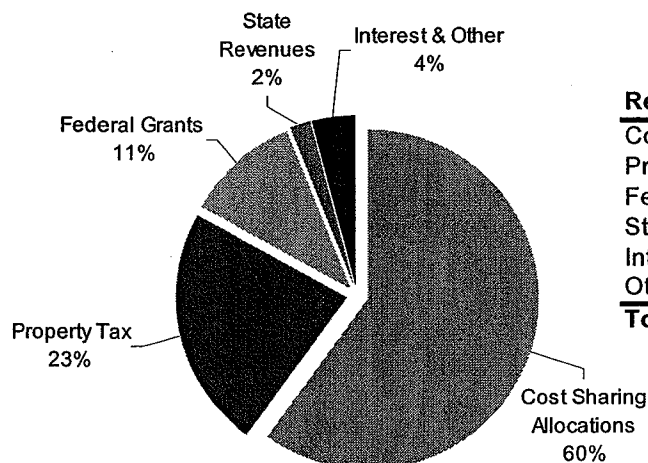
Environmental Services	2005 Adopted	% Total
Operations	\$106,849,987	59.3%
Debt Service	\$73,445,000	40.7%
<b>Total Expenditures</b>	<b>\$180,294,987</b>	<b>100.0%</b>

### REGIONAL ADMINISTRATION AND COMMUNITY DEVELOPMENT BUDGET SUMMARY

Regional Administration provides the core service functions such as Human Resources, Risk Management, Finance & Budgeting, Office of Diversity, General Counsel, etc. The majority of the Regional Administration budget is allocated to the operating and line divisions of the Council in recognition of the Council-wide support provided by Regional Administration to those divisions.

Community Development has responsibility for managing \$75.6 million in passthrough grants and loans for Section 8 Housing Assistance, Livable Communities, regional parks operations and maintenance, and local planning assistance.

Regional Administration and Community Development are funded primarily by cost sharing allocations to operating divisions and from the Council's general purposes property tax levy.



Regional Admin/Comm Dev	2005 Adopted	% Total
Cost Sharing Allocations	\$24,509,091	59.9%
Property Tax	\$9,497,000	23.2%
Federal Grants	\$4,440,937	10.8%
State Revenues	\$822,880	2.0%
Interest Income	\$682,500	1.7%
Other	\$985,496	2.4%
<b>Total Operating</b>	<b>\$40,937,904</b>	<b>100.0%</b>

# ***Metropolitan Council 2005 Adopted Unified Budget Budget Summary and Financial Resources***

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## **Property Tax Revenues**

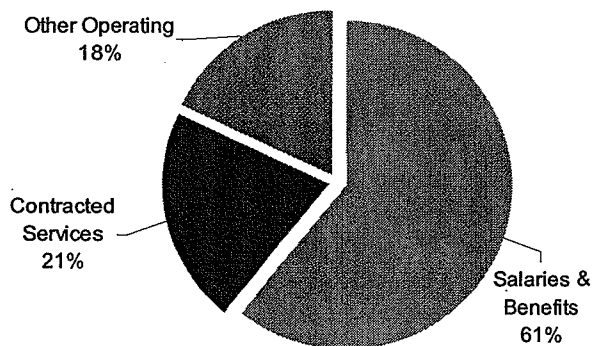
The 2005 general purposes property tax levy of \$10,300,000, which is unchanged from 2004, reflects a levy amount \$222,339 below the levy limit. For Council revenue purposes, this levy is adjusted downward for estimated uncollectable taxes, resulting in budgeted property tax revenue of \$9,497,000.

## **Federal Revenues**

Federal grant revenues of \$4.4 million for 2005 support HRA administration are included in the 2005 operating budget.

## **Expenditures Summary**

The majority of Regional Administration / Community Development expenses are staff compensation and contracted services (see Appendix G.3, pp. 15-24 to 15-25). Staff compensation is projected to increase 3% largely driven by increases in the cost of health care insurance.



Reg'l Admin/Comm Dev	2005 Adopted	% Total
Salaries & Benefits	\$24,263,885	60.8%
Contracted Services	\$8,414,790	21.1%
Other Operating	\$7,234,609	18.1%
<b>Total Operating</b>	<b>\$39,913,284</b>	<b>100.0%</b>
Less: Council Shared Cost	(\$23,509,090)	
<b>Net RA / Comm Dev</b>	<b>\$16,404,194</b>	



# ***Metropolitan Council 2005 Adopted Unified Budget Budget Summary and Financial Resources***

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## **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 1-3)**
  - All divisions and units
- **Environmental Services Division (Table 4)**
  - Environmental Services Operations
  - Wastewater debt service
- **Transportation Division (Table 5)**
  - Transportation Planning and Travel Demand Management Activity
  - Metro Mobility
  - Opt-Out
  - Community Based Transit
  - Non-Metro Transit Regular Route
  - Metro Transit
  - Hiawatha Light Rail
  - Transit debt service
  - Transit Passthrough grants and loans
- **Community Development Division (Table 6)**
  - Division management
  - Planning and Growth Management (includes Planning and Technical Assistance, GIS, Research, and Parks)
  - Housing and Redevelopment department (includes Metro HRA, Livable Communities, Family Affordable Housing, and the Metropolitan Radio system)
  - Passthrough grants for Livable Communities accounts, housing assistance payments, Parks and Open Space, and operations and maintenance grants.
  - Debt Service for Parks, Radio Communications, and Solid Waste bonds
- **Regional Administration Division (Table 7)**
  - General Counsel
  - Internal Audit
  - Diversity
  - Human Resources
  - Government Affairs
  - Communications
  - Fiscal Services
  - Information Services
  - Risk Management
  - Budget and Evaluation
  - Purchasing/Contracting
  - Central Services
  - Office of the Regional Administrator
  - Council & Office of the Chair

**NOTE:** MCES departments and programs are broken out in detail in the Annual Budget document published by MCES.

## **2005 Unified Operating Budget Financial Tables**

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**METROPOLITAN COUNCIL  
UNIFIED BUDGET  
OPERATING, PASSTHROUGH AND DEBT SERVICE  
2003, 2004 and 2005**

**TABLE 1**

DESCRIPTION	2003 ACTUAL	2004 BUDGET	2005 ADOPTED BUDGET	CHANGE
<b><u>OPERATING REVENUE</u></b>				
Property Taxes	9,286,970	9,496,993	9,497,000	0.00%
Federal Revenue	22,588,663	36,308,451	34,959,041	-3.72%
State Revenue	186,084,780	187,399,985	191,803,064	2.35%
Local	1,351,451	4,618,268	4,831,081	4.61%
Wastewater Service Charges	90,946,120	91,179,661	96,998,000	6.38%
Industrial Strength Charges	8,361,137	9,007,819	9,519,500	5.68%
Passenger Fares & Special Event Revenue	67,832,624	70,654,122	75,402,902	6.72%
Interest	2,174,627	1,950,000	2,172,500	11.41%
Other Revenues	1,943,693	5,308,929	2,776,798	-47.70%
<b>TOTAL OPERATING REVENUES</b>	<b>390,570,065</b>	<b>415,924,228</b>	<b>427,959,886</b>	<b>2.89%</b>
<b><u>DEBT SERVICE REVENUE</u></b>				
Property Taxes	27,615,763	40,497,952	41,581,800	2.68%
State	2,005,068	1,761,448	2,335,000	32.56%
Wastewater Service Charges	41,892,339	42,820,339	41,502,000	-3.08%
Interest & Other	26,877,718	235,700	228,000	-3.27%
<b>TOTAL DEBT SERVICE REVENUES</b>	<b>98,390,888</b>	<b>85,315,439</b>	<b>85,646,800</b>	<b>0.39%</b>
<b>PASSTHROUGH REVENUES</b>	<b>71,980,380</b>	<b>73,742,827</b>	<b>77,634,819</b>	<b>5.28%</b>
<b>OTHER SOURCES of FUNDS</b>		<b>25,275,040</b>	<b>35,889,737</b>	<b>42.00%</b>
<b>TOTAL REVENUES AND OTHER SOURCES</b>	<b>560,941,333</b>	<b>600,257,534</b>	<b>627,131,242</b>	<b>4.48%</b>
<b><u>OPERATING EXPENSES</u></b>				
Salary & Benefits	235,257,117	267,213,663	264,617,848	-0.97%
Contracted Services	22,963,524	25,234,277	26,120,505	3.51%
Materials & Supplies	23,126,852	16,474,312	14,992,835	-8.99%
Chemicals	3,596,361	3,572,450	5,347,315	49.68%
Rent & Utilities	21,391,740	21,124,601	20,373,013	-3.56%
Transit Assistance	59,592,920	65,490,065	66,644,725	1.76%
Capital Outlay	1,108,554	3,694,225	3,035,893	-17.82%
Other Operating Expenses	5,199,265	21,091,514	28,749,869	36.31%
<b>TOTAL OPERATING EXPENSES</b>	<b>372,236,333</b>	<b>423,895,107</b>	<b>429,882,003</b>	<b>1.41%</b>
<b>DEBT SERVICE OBLIGATIONS</b>	<b>104,285,922</b>	<b>108,032,487</b>	<b>122,163,712</b>	<b>13.08%</b>
<b>PASSTHROUGH EXPENSES</b>	<b>71,131,097</b>	<b>74,281,027</b>	<b>76,610,519</b>	<b>3.14%</b>
<b>TOTAL EXPENSES</b>	<b>547,653,352</b>	<b>606,208,621</b>	<b>628,656,234</b>	<b>3.70%</b>
Other Sources & (Uses) of Funds			280,000	
<b>SURPLUS/(DEFICIT)</b>	<b>13,287,981</b>	<b>(5,951,087)</b>	<b>(1,244,992)</b>	

**METROPOLITAN COUNCIL  
SUMMARY BUDGET  
OPERATIONS, PASSTHROUGH AND DEBT SERVICE  
2005**

**TABLE 2**

	<b>Council Operations</b>	<b>Passthrough Grants</b>	<b>Debt Service Funds</b>	<b>Total</b>
<b>REVENUES:</b>				
Certified Property Tax Levy	10,300,000	15,987,449	44,360,443	70,647,892
Less: Market Value Credit Paid by State	(700,000)	(700,000)	(2,335,000)	(3,735,000)
Less: Estimated Uncollectable	(103,000)	(108,149)	(443,643)	(654,792)
<b>Net Property Tax Paid by Taxpayers</b>	<b>9,497,000</b>	<b>15,179,300</b>	<b>41,581,800</b>	<b>66,258,100</b>
Federal	34,959,041	49,034,585		83,993,626
State Revenues (Incl. Market Value Credit)	191,803,064	10,716,632	2,335,000	204,854,696
Local/Other	4,831,081	-		4,831,081
Wastewater Service Charges	96,998,000		41,502,000	138,500,000
Industrial Strength Charges	9,519,500			9,519,500
Passenger Fares	67,065,792			67,065,792
Contract & Special Event Revenue	8,337,110			8,337,110
Interest	2,172,500	695,000	228,000	3,095,500
Other	2,776,798	2,009,302		4,786,100
<b>TOTAL OPERATING REVENUES</b>	<b>427,959,886</b>	<b>77,634,819</b>	<b>85,646,800</b>	<b>591,241,505</b>
<b>OTHER SOURCES:</b>				
SAC Transfers			31,943,000	31,943,000
Designated Reserves	3,946,737			3,946,737
<b>TOTAL OTHER SOURCES</b>	<b>3,946,737</b>	<b>-</b>	<b>31,943,000</b>	<b>35,889,737</b>
<b>TOTAL SOURCES AND REVENUES</b>	<b>431,906,623</b>	<b>77,634,819</b>	<b>117,589,800</b>	<b>627,131,242</b>
<b>EXPENSES:</b>				
Salaries & Benefits	264,617,848			264,617,848
Contracted Services	22,571,286			22,571,286
Materials & Supplies	14,992,835			14,992,835
Chemicals	5,347,315			5,347,315
Utilities	18,455,866			18,455,866
Rent	1,917,147			1,917,147
Insurance	3,549,219			3,549,219
Other Operating Expenses	24,863,291			24,863,291
Transit Assistance	66,644,725			66,644,725
Passthrough Grants & Loans		76,610,519		76,610,519
Debt Service			122,163,712	122,163,712
Capital Expenditures	3,035,893			3,035,893
St. Paul Repayment	1,250,000			1,250,000
Fares Affecting Expense	2,636,578			2,636,578
<b>TOTAL OPERATING EXPENSES</b>	<b>429,882,003</b>	<b>76,610,519</b>	<b>122,163,712</b>	<b>628,656,234</b>
<b>OTHER USES OF FUNDS</b>				
Property Tax Transfer from General Fund to Livable Communities Fund	1,000,000	(1,000,000)		-
Transfers from Other Funds	-		(280,000)	(280,000)
Interdivisional Expense Allocation-MCES	-			-
Interdivisional Expense Allocation-MT	-			-
A-87 -HRA	-			-
A-87 -Transportation & Transit Development	-			-
Planning/User Chargeback Expense	-			-
<b>TOTAL OTHER USES</b>	<b>1,000,000</b>	<b>(1,000,000)</b>	<b>(280,000)</b>	<b>(280,000)</b>
<b>TOTAL EXPENSES AND USES</b>	<b>430,882,003</b>	<b>75,610,519</b>	<b>121,883,712</b>	<b>628,376,234</b>
<b>SURPLUS/(DEFICIT)</b>	<b>1,024,620</b>	<b>2,024,300</b>	<b>(4,293,912)</b>	<b>(1,244,992)</b>

**METROPOLITAN COUNCIL  
SUMMARY BUDGET  
OPERATIONS 2005**

**TABLE 3**

	General Fund Regional Administration	General Fund Community Development	General Fund Total	HRA & FAHP	Environmental Services Division	Transportation Division	Capital Outlay	Total Council Operations
<b>REVENUES</b>								
Property Tax	5,585,815	3,911,185	9,497,000	-	-	-		9,497,000
Federal Revenues	-	-	-	4,440,937	-	30,518,104		34,959,041
State Revenues (incl. Market Value Credit)	411,422	288,578	700,000	122,880	-	190,980,184		191,803,064
Local	55,642	23,680	79,322	700,884		4,050,875		4,831,081
Municipal Wastewater Charges	-	-	-	-	96,998,000			96,998,000
Industrial Strength Charges	-	-	-	-	9,519,500			9,519,500
Passenger Fares	-	-	-	-	-	67,065,792		67,065,792
Contract & Special Event Revenue	-	-	-	-	-	8,337,110		8,337,110
Interest	432,500	100,000	532,500	150,000	900,000	590,000		2,172,500
Other	-	-	-	205,290	432,487	1,703,193	435,828	2,776,798
<b>TOTAL REVENUES</b>	<b>6,485,379</b>	<b>4,323,443</b>	<b>10,808,822</b>	<b>5,619,991</b>	<b>107,849,987</b>	<b>303,245,258</b>	<b>435,828</b>	<b>427,959,886</b>
<b>OTHER SOURCES:</b>								
Designated Reserves	-	-	-	-	-	3,946,737		3,946,737
Total Other Sources	-	-	-	-	-	3,946,737	-	3,946,737
<b>TOTAL SOURCES AND REVENUES</b>	<b>6,485,379</b>	<b>4,323,443</b>	<b>10,808,822</b>	<b>5,619,991</b>	<b>107,849,987</b>	<b>307,191,995</b>	<b>435,828</b>	<b>431,906,623</b>
<b>EXPENDITURES</b>								
Salaries & Benefits	17,780,192	4,215,381	21,995,573	2,268,312	58,489,584	181,864,379		264,617,848
Contracted Services	7,484,103	233,800	7,717,903	696,887	9,209,691	4,946,805		22,571,286
Materials & Supplies	-	-	-	-	5,154,895	9,837,940		14,992,835
Chemicals	-	-	-	-	5,347,315			5,347,315
Utilities	-	-	-	-	13,825,302	4,630,564		18,455,866
Rent	1,348,770	219,750	1,568,520	141,283		207,344		1,917,147
Insurance	62,620	-	62,620	115,500	-	3,371,099		3,549,219
Other Operating Expenses	3,354,674	360,289	3,714,963	1,631,723	1,470,670	18,045,935		24,863,291
Transit Assistance	-	-	-	-	-	66,644,725		66,644,725
Fares Affecting Expense	-	-	-	-	-	2,636,578		2,636,578
St. Paul Repayment	-	-	-	-	\$1,250,000	-		1,250,000
Capital Outlay	-	-	-	-	1,255,100	-	1,780,793	3,035,893
<b>TOTAL EXPENSES</b>	<b>30,030,359</b>	<b>5,029,220</b>	<b>35,059,579</b>	<b>4,853,705</b>	<b>96,002,557</b>	<b>292,185,369</b>	<b>1,780,793</b>	<b>429,882,003</b>
	(23,544,980)							
<b>OTHER USES:</b>								
Interdivisional Expense Allocation-MCES	(9,491,465)		(9,491,465)		9,491,465			-
Interdivisional Expense Allocation-MT & LRT	(13,711,472)		(13,711,472)			13,711,472		-
A-87 -HRA	(750,000)		(750,000)	750,000				-
A-87 -Transportation & Transit Development	(850,620)		(850,620)			850,620		-
Property Tax Transfer to Livable Communities Progr	1,000,000		1,000,000					1,000,000
Planning/040 IS Chargeback Expense	-	(555,534)	(555,534)		\$605,965	444,534	(494,965)	-
Transfers From (To) Other Funds	100,000	-	100,000	-	(\$100,000)	-		-
Capital Outlay	-	-	-	-	850,000	-	(850,000)	-
<b>TOTAL OTHER USES</b>	<b>(23,703,556)</b>	<b>(555,534)</b>	<b>(24,259,090)</b>	<b>750,000</b>	<b>10,847,430</b>	<b>15,006,626</b>	<b>(1,344,965)</b>	<b>1,000,000</b>
<b>TOTAL EXPENSES AND USES</b>	<b>6,326,803</b>	<b>4,473,686</b>	<b>10,800,489</b>	<b>5,603,705</b>	<b>106,849,987</b>	<b>307,191,995</b>	<b>435,828</b>	<b>430,882,003</b>
<b>SURPLUS/(DEFICIT)</b>	<b>158,576</b>	<b>(150,243)</b>	<b>8,333</b>	<b>16,286</b>	<b>1,000,000</b>	<b>-</b>	<b>0</b>	<b>1,024,620</b>

**METROPOLITAN COUNCIL  
SUMMARY BUDGET  
ENVIRONMENTAL SERVICES DIVISION  
2005**

**TABLE 4**

	Operations	Debt Service	Division Total
<b><u>REVENUES:</u></b>			
Municipal Wastewater Charges	96,998,000	\$41,502,000	138,500,000
Industrial Waste Charges	9,519,500		9,519,500
Interest Revenue	900,000		900,000
Other Revenue	\$432,487		432,487
<b>Operating Revenues</b>	<b>107,849,987</b>	<b>41,502,000</b>	<b>149,351,987</b>
<b><u>OTHER SOURCES:</u></b>			
SAC Transfers		\$31,943,000	31,943,000
Designated Reserves	-		-
<b>Total Other Sources</b>	<b>-</b>	<b>31,943,000</b>	<b>31,943,000</b>
<b>TOTAL SOURCES AND REVENUES</b>	<b>107,849,987</b>	<b>73,445,000</b>	<b>181,294,987</b>
<b><u>EXPENSE:</u></b>			
Salaries & Benefits	\$58,489,584		58,489,584
Contract Services	\$9,209,691		9,209,691
Materials & Supplies	\$5,154,895		5,154,895
Chemicals	5,347,315		5,347,315
Utilities	\$13,825,302		13,825,302
Other Operating Expenses	\$1,470,670		1,470,670
Capital Outlay	1,255,100		1,255,100
St. Paul Repayment / Reserve Replacement	\$1,250,000		1,250,000
Debt Service	-	\$73,445,000	73,445,000
<b>Total Expenses</b>	<b>96,002,557</b>	<b>73,445,000</b>	<b>169,447,557</b>
<b><u>OTHER USES:</u></b>			
Interdivisional Expense Allocation-MCES	\$9,491,465		9,491,465
Planning Chargeback Expense	\$111,000		111,000
IS 040 Charges	\$494,965		494,965
<b>Total Council Allocated</b>	<b>\$10,097,430</b>		<b>10,097,430</b>
Transfer from General Fund	(\$100,000)		(100,000)
Capital Projects-Reg Adm	850,000		850,000
<b>Total Other Uses</b>	<b>\$10,847,430</b>	<b>-</b>	<b>10,847,430</b>
<b>TOTAL EXPENSES AND USES</b>	<b>106,849,987</b>	<b>73,445,000</b>	<b>180,294,987</b>
<b>SURPLUS/(DEFICIT)</b>	<b>1,000,000</b>	<b>-</b>	<b>1,000,000</b>

**METROPOLITAN COUNCIL  
SUMMARY BUDGET BY FUND-TYPE  
TRANSPORTATION DIVISION - 2005**

**TABLE 5**

	Governmental Fund Types						Proprietary Fund Types						
	Special Revenue Funds						Enterprise Fund						
	Transportation Planning & TDM Activity	Metro Mobility Operations	Opt-Out	Community Based Transit	Regular Route	Subtotal Special Rev	Metro Transit Bus	Metro Transit LRT	Metro Transit Bus & Rail Total	Division Operating Total	Transit Debt Service Funds	Passthrough (Hwy Right-of- way Program)	Memo Total
<b>REVENUES:</b>													
Net Property Tax													
Federal Revenues	4,404,683	4,250,000		68,980	2,959,137	11,682,800	15,738,304	3,097,000	18,835,304	30,518,104	34,097,000	2,577,100	36,674,100
MVST State Forecast			23,642,500	3,168,567	7,969,633	34,780,700	99,529,800		99,529,800	134,310,500			134,310,500
Less: Allowance for Variability				(19,850)	(49,850)	(69,700)	(622,800)		(622,800)	(692,500)			(692,500)
MVST Budgeted			23,642,500	3,148,717	7,919,783	34,711,000	98,907,000		98,907,000	133,618,000			133,618,000
State Market Value Credit Aid											1,800,000	200,000	2,000,000
State General Fund Appropriation - Base	615,648	22,868,352				23,484,000	29,969,000	3,909,184	33,878,184	57,362,184			57,362,184
State General Fund Appropriation-Expansion													
Total State Revenues	615,648	22,868,352	23,642,500	3,148,717	7,919,783	58,195,000	128,876,000	3,909,184	132,785,184	190,980,184	1,800,000	200,000	192,980,184
Local	141,691					141,691		3,909,184	3,909,184	4,050,875			4,050,875
Investment Earnings		240,650			49,350	290,000	300,000		300,000	590,000	180,000	88,000	858,000
Other	99,693	213,000				312,693	765,500	625,000	1,390,500	1,703,193			1,703,193
Fares - Base		1,183,778		778,000	674,800	2,636,578	58,435,833	5,993,381	64,429,214	67,065,792			67,065,792
Fares - Expansion													
Contract & Special Event Revenue		2,216,025				2,216,025	6,121,085		6,121,085	8,337,110			8,337,110
Total Revenue	5,261,715	30,971,805	23,642,500	3,995,697	11,603,070	75,474,787	210,236,722	17,533,749	227,770,471	303,245,258	36,077,000	2,865,100	342,187,358
<b>EXPENSES:</b>													
Salaries & Benefits	1,989,292	1,180,647		68,980	379,136	3,618,055	167,140,687	11,105,637	178,246,324	181,864,379			181,864,379
Contracted Services	1,143,598	337,743			30,000	1,511,341	2,810,960	624,504	3,435,464	4,946,805			4,946,805
Materials & Supplies							8,545,831	1,292,109	9,837,940	9,837,940			9,837,940
Utilities							3,671,672	958,892	4,630,564	4,630,564			4,630,564
Rent	118,140	80,563			8,641	207,344				207,344			207,344
Insurance							2,908,250	462,849	3,371,099	3,371,099			3,371,099
Transit Programs	578,000	29,148,506	23,642,500	3,122,135	10,153,584	66,644,725				66,644,725			66,644,725
Fares Affecting Expense		1,183,778		778,000	674,800	2,636,578				2,636,578			2,636,578
Expansion Level 2													
Debt Service											40,325,000		40,325,000
Passthrough Grants & Loans													
Other Operating Expenses	329,141	358,859			224,000	912,000	14,475,459	2,658,476	17,133,935	18,045,935			18,045,935
Total Expenditures	4,158,171	32,290,096	23,642,500	3,969,115	11,470,161	75,530,043	199,552,859	17,102,467	216,655,326	292,185,369	40,325,000		332,510,369
<b>OTHER USES:</b>													
Interdivisional Expense Allocation-MT							12,781,170	930,302	13,711,472	13,711,472			13,711,472
A-87 -Transportation & Transit Development	691,129			26,582	132,909	850,620				850,620			850,620
Planning Chargeback Expense	347,534					347,534	97,000		97,000	444,534			444,534
TOTAL OTHER USES	1,038,663			26,582	132,909	1,198,154	12,878,170	930,302	13,808,472	15,006,626			15,006,626
<b>Transfers In</b>													
TOTAL NET EXPENSES AND USES	5,196,834	32,290,096	23,642,500	3,995,697	11,603,070	76,728,197	212,431,029	18,032,769	230,463,798	307,191,995	40,325,000		347,516,995
<b>SURPLUS/(DEFICIT)</b>													
	64,881	(1,318,291)				(1,253,410)	(2,194,307)	(499,020)	(2,693,327)	(3,946,737)	(4,248,000)	2,865,100	(5,329,637)
<b>ANALYSIS OF CHANGES IN FUND BALANCE</b>													
Fund Balance January 1, 2004													
Transfers From (To) Other Funds													
Excess/(Deficit) of Revenues over Expenditures	64,881	(1,318,291)				(1,253,410)	(2,194,307)	(499,020)	(2,693,327)	(3,946,737)	(4,248,000)	2,865,100	(5,329,637)
Non-operating Fund Transfers-Opt Out Carryover													
Fund Balance Dec 31, 2004	64,881	(1,318,291)				(1,253,410)	(2,194,307)	(499,020)	(2,693,327)	(3,946,737)	(4,248,000)	2,865,100	(5,329,637)

**METROPOLITAN COUNCIL  
SUMMARY BUDGET  
COMMUNITY DEVELOPMENT DIVISION - 2005**

**TABLE 6**

	OPERATING FUNDS										DEBT	PASSTHROUGH			Memo Total
	GENERAL FUND										SERVICE	Special Revenue Funds			
												General Fund (Parks)	HRA	Livable Communities Funds	
	Planning & Technical Assistance	GIS	Research	Parks	Regional Growth Strategy	Livable Communities	Division Management	Subtotal CDD General Fund	FAHP Operations	Special Revenue Fund HRA *	Total Operating	Parks, Solid Waste, Radio			
REVENUES:															
Property Tax							3,911,185	3,911,185			3,911,185	7,484,800		12,602,200	23,998,185
Federal Revenues									258,444	4,182,493	4,440,937			49,034,585	53,475,522
State Revenues							288,578	288,578		122,880	411,458	535,000	8,630,000	1,386,632	500,000
Local Revenues							23,680	23,680	499,884	201,000	724,564				
Investment Earnings							100,000	100,000		150,000	250,000	48,000		607,000	905,000
Other Revenue										205,290	205,290			2,009,302	2,214,592
Total Revenue							4,323,443	4,323,443	758,328	4,861,663	9,943,434	8,067,800	8,630,000	52,430,519	13,709,200
EXPENDITURES:															
Salaries & Benefits	1,222,180	941,986	774,990	171,110	203,261	688,176	213,678	4,215,381	130,112	2,138,200	6,483,693				6,483,693
Consulting & Contractual Services	20,000	133,800	20,000			5,000	55,000	233,800	562,887	134,000	930,687				930,687
Rent	44,091	54,970	33,793	5,793	29,609	27,710	23,784	219,750	5,537	135,746	361,033				361,033
Other Operating Expenses	112,154	76,467	33,915	19,831	10,051	70,520	37,351	360,289	119,871	1,511,852	1,992,012				1,992,012
Insurance									115,500		115,500				115,500
Pass-Through Grants & Loans													8,630,000	52,430,519	15,550,000
Debt Service												8,393,712			8,393,712
Total Expenditures	1,398,425	1,207,223	862,698	196,734	242,921	791,406	329,813	5,029,220	933,907	3,919,798	9,882,925	8,393,712	8,630,000	52,430,519	15,550,000
OTHER USES:															
A-87 -HRA									69,500	680,500	750,000				750,000
Planning Chargeback Revenue	(165,034)	(178,000)	(178,000)			(34,500)		(555,534)			(555,534)				(555,534)
Transfers from Other Funds									(245,079)		(245,079)	(280,000)		(1,500,000)	(2,025,079)
Transfers to Other Funds										245,079	245,079			500,000	745,079
TOTAL OTHER USES	(165,034)	(178,000)	(178,000)			(34,500)		(555,534)	(175,579)	925,579	194,466	(280,000)		(1,000,000)	(1,085,534)
TOTAL NET EXPENSES AND USES	1,233,391	1,029,223	684,698	196,734	242,921	756,906	329,813	4,473,686	758,328	4,845,377	10,077,391	8,113,712	8,630,000	52,430,519	14,550,000
SURPLUS/(DEFICIT)	(1,233,391)	(1,029,223)	(684,698)	(196,734)	(242,921)	(756,906)	3,993,630	(150,243)		16,286	(133,957)	(45,912)		(840,800)	(1,020,669)



**METROPOLITAN COUNCIL  
SUMMARY BUDGET  
REGIONAL ADMINISTRATION - 2005**

**Table 7**

GENERAL FUND															Regional Administration Total
	Government Affairs	Public Affairs	Human Resources	Information Services	Purchasing/ Contracting	Legal	Internal Audit	Office of the Regional Administrator	Diversity	Council & Office of the Chair	Central Services	Budget & Evaluation	Fiscal Services	Risk Management	
<b>REVENUES:</b>															
Property Tax															5,585,815
Federal Revenues															411,422
State Revenue															432,500
Local Revenues															55,642
Investment Earnings															
Other Revenues															
<b>TOTAL OPERATING REVENUES</b>															<b>6,485,379</b>
<b>EXPENSES:</b>															
Salaries & Benefits	349,977	1,327,339	2,887,876	6,250,924	1,003,924	880,014	510,523	345,290	536,004	482,809	222,518	302,983	1,757,371	922,640	17,780,192
Consulting Contractual Services	95,000	301,000	836,877	3,872,498		1,610,800			42,000		267,928	20,000	423,000	15,000	7,484,103
Rent	22,785	142,298	126,255	207,438		92,608	21,911	15,450	20,444	31,462	472,697	9,364	114,269	71,789	1,348,770
Other Operating Expenses	13,309	266,310	633,495	1,701,417	44,245	79,499	16,540	51,897	23,109	77,489	296,747	11,088	95,205	44,324	3,354,674
Insurance														62,620	62,620
<b>TOTAL OPERATING EXPENSES</b>	<b>481,071</b>	<b>2,036,947</b>	<b>4,484,503</b>	<b>12,032,277</b>	<b>1,048,169</b>	<b>2,662,921</b>	<b>548,974</b>	<b>412,637</b>	<b>621,557</b>	<b>591,760</b>	<b>1,259,890</b>	<b>343,435</b>	<b>2,389,845</b>	<b>1,116,373</b>	<b>30,030,359</b>
<b>OTHER USES:</b>															
Interdivisional Expense Allocation-MCES	(177,992)	(297,124)	(920,793)	(4,228,280)	(686,368)	(568,754)	(86,521)	(152,676)	(123,280)	(218,951)	(852,287)	(47,146)	(1,004,728)	(126,566)	(9,491,465)
Interdivisional Expense Allocation-MT	(202,045)	(200,582)	(2,698,904)	(5,953,413)	(141,955)	(1,385,692)	(217,051)	(173,308)	(330,923)	(248,539)	(3,078)	(60,612)	(232,076)	(932,993)	(12,781,170)
Interdivisional Expense Allocation-LRT	(9,621)	(10,753)	(163,920)	(431,462)		(70,979)	(127,773)	(8,253)	(47,344)	(11,835)		(3,660)	(38,057)	(6,643)	(930,302)
A-87 -HRA															(750,000)
A-87 -Transportation & Transit Development															(850,620)
Subtotal Allocations	(389,658)	(508,458)	(3,783,617)	(10,613,155)	(828,323)	(2,025,425)	(431,344)	(334,236)	(501,547)	(479,326)	(855,365)	(111,418)	(1,274,861)	(1,066,203)	(24,803,556)
Transfer to MCES															100,000
Property Tax Transfer to Livable Communities Prog															1,000,000
<b>TOTAL OTHER USES</b>	<b>(389,658)</b>	<b>(508,458)</b>	<b>(3,783,617)</b>	<b>(10,613,155)</b>	<b>(828,323)</b>	<b>(2,025,425)</b>	<b>(431,344)</b>	<b>(334,236)</b>	<b>(501,547)</b>	<b>(479,326)</b>	<b>(855,365)</b>	<b>(111,418)</b>	<b>(1,274,861)</b>	<b>(1,066,203)</b>	<b>(23,703,556)</b>
<b>TOTAL NET EXPENSES AND USES</b>	<b>91,413</b>	<b>1,528,489</b>	<b>700,886</b>	<b>1,419,122</b>	<b>219,846</b>	<b>637,496</b>	<b>117,630</b>	<b>78,401</b>	<b>120,010</b>	<b>112,434</b>	<b>404,525</b>	<b>232,017</b>	<b>1,114,984</b>	<b>50,170</b>	<b>6,326,803</b>
<b>SURPLUS/(DEFICIT)</b>															<b>158,576</b>

**CURRENT REVENUES AND OTHER SOURCES OF FUNDS FOR OPERATIONS  
2001-2005 BUDGETS**

**TABLE 8**

	<b>2001 Actual</b>	<b>2002 Actual</b>	<b>2003 Actual</b>	<b>2004 Budget</b>	<b>2005 Adopted</b>
<b>REGIONAL ADMINISTRATION AND COMMUNITY DEVELOPMENT</b>					
<b>General Operations Property Tax Levy:</b>					
Gross Levy	10,274,600	10,674,600	11,130,137	10,300,000	10,300,000
Less: Market Value Credit Aid Reduction	-	-	(179,920)	(239,893)	-
Less: Estimated Uncollectible	(54,003)	(77,266)	(68,400)	(103,007)	(103,000)
Net Levy Available for Operations	10,220,597	10,597,334	10,881,817	9,957,100	10,197,000
Less: State HACA Payments/Mkt Value Credit	(1,954,625)	(776,005)	(518,997)	(460,107)	(700,000)
Net Levy from Property Taxpayers	8,265,971	9,821,329	10,362,820	9,496,993	9,497,000
<b>Federal Revenues:</b>					
Department of Housing and Urban Development:					
Housing Assistance Administrative Fees	3,699,163	4,678,681	4,208,534	4,326,044	4,440,937
Portability Program Administrative Fees	24,787	97,994	214,430	-	-
Counseling Services	-	-	-	-	-
Department of the Interior-National Park Service	22,697	-	2,897	-	-
Federal Subtotal	3,746,647	4,893,192	4,470,574	4,326,044	4,440,937
<b>State Revenues:</b>					
State HACA/Mkt Value Credit	1,954,625	776,005	518,997	460,107	700,000
MHFA Administrative Fees	409,022	427,418	267,211	117,224	122,880
MnDOT	18,620	-	-	-	-
State Subtotal	2,383,291	1,203,595	786,207	577,331	822,880
<b>Regional Agencies:</b>					
Metropolitan Airports Commission	7,776	118,603	25,563	27,572	27,572
Metropolitan Sports Facilities Commission	-	-	-	2,100	2,100
Regional Agency Subtotal	7,776	118,603	25,563	29,672	29,672
<b>Interest Income:</b>					
General Fund	761,903	934,960	465,050	500,000	532,500
HRA Operating Reserve	(116,948)	(117,592)	170,814	150,000	150,000
Interest Income Subtotal	644,955	817,368	635,864	650,000	682,500
<b>Other Revenue:</b>					
McKnight Foundation - Smart Growth	625,000	150,000	-	-	-
Data Center Sales	26,471	8,951	7,402	10,000	10,000
Diversity Reimbursements	-	-	-	-	39,650
HRA Local Revenue	100,800	110,150	99,312	100,000	201,000
FAHP Rental Income	-	154,681	353,601	541,666	499,884
Investment Service Fees	-	-	-	-	-
HRA Other Revenue	63,222	25,416	43,006	235,338	205,290
Other Revenue Subtotal	920,549	590,810	538,950	887,004	955,824
<b>Total Current Revenues</b>	15,969,190	17,444,896	16,819,979	15,967,044	16,428,813
<b>Other Sources:</b>					
Metro HRA Fund Bal. for Family Housing Prog.	-	131,063	-	-	-
Other Sources Subtotal	-	131,063	-	-	-
<b>Total Current Revenues and Other Sources</b>	15,969,190	17,575,959	16,819,979	15,967,044	16,428,813
Less: Transfer to Environmental Services	(299,000)	(299,000)	-	-	(100,000)
Less: Transfer for Livable Communities	(1,000,000)	(1,000,000)	(1,000,000)	(1,000,000)	(1,000,000)
<b>Net Revenues and Other Sources</b>	14,670,190	16,276,959	15,819,979	14,967,044	15,328,813
<b>Community Development/Regional Admin.</b>					

**CURRENT REVENUES AND OTHER SOURCES OF FUNDS FOR OPERATIONS  
2001-2005 BUDGETS**

**TABLE 8**

	<b>2001 Actual</b>	<b>2002 Actual</b>	<b>2003 Actual</b>	<b>2004 Budget</b>	<b>2005 Adopted</b>
<b>ENVIRONMENTAL SERVICES</b>					
<b>User Fees:</b>					
Municipal Wastewater Charges*	84,717,000	82,883,000	90,781,661	93,617,000	96,998,000
Industrial Strength Charges	6,531,900	7,909,457	8,107,500	8,782,800	9,519,500
User Fee Subtotal	91,248,900	90,792,457	98,889,161	102,399,800	106,517,500
<b>State Revenues:</b>					
State Contract	-	404,050	300,000	250,000	250,000
State Subtotal	-	404,050	300,000	250,000	250,000
<b>Interest Income/Other Revenue:</b>					
Interest Income	1,700,000	1,800,000	1,600,000	600,000	900,000
Other Miscellaneous Revenue	175,000	175,000	360,534	175,000	182,487
Other Revenue Subtotal	1,875,000	1,975,000	1,960,534	775,000	1,082,487
Total Current Revenues-Environmental Services	93,423,900	93,171,507	101,149,695	103,424,800	107,849,987
<b>Other Sources:</b>					
Transfer of General Fund Property Tax Receipts	371,000	299,000	-	-	100,000
Transfer from Other MCES Funds	378,100	1,193,334	1,027,099	322,921	-
Metro Environmental Partnership	-	2,000,000	-	-	-
Other Sources Subtotal	749,100	3,492,334	1,027,099	322,921	100,000
<b>Total Current Revenues and Other Sources Environmental Services</b>	<b>94,173,000</b>	<b>96,663,841</b>	<b>102,176,794</b>	<b>103,747,721</b>	<b>107,949,987</b>

\* Note: Operations only. Municipal Wastewater Charges also support debt service.

**CURRENT REVENUES AND OTHER SOURCES OF FUNDS FOR OPERATIONS  
2001-2005 BUDGETS**

**TABLE 8**

	<b>2001 Actual</b>	<b>2002 Actual</b>	<b>2003 Actual</b>	<b>2004 Budget</b>	<b>2005 Adopted</b>
<b>TRANSPORTATION (EXCLUDING OPT OUT, PASSTHROUGH REVENUES)</b>					
<b>Transit Operations Property Taxes (Net Proceeds):</b>					
Total Property Tax Receipts	85,480,000	-	-	-	-
Less: Local Option Opt Out	(1,354,300)	-	-	-	-
Net Tax Receipts Available for Operations	84,125,700	-	-	-	-
Less: State HACA	(11,829,700)	-	-	-	-
Net Tax Receipts from Property Taxpayers	72,296,000	-	-	-	-
<b>Federal Revenues:</b>					
ISTEA	1,600,000	1,801,065	1,732,120	2,994,591	3,906,400
Federal Highway Administration	1,600,000	1,600,000	2,059,903	2,254,779	2,534,400
Federal Transit Administration:	-	-	-	-	-
Section 8 Planning	604,850	620,000	606,800	610,000	600,000
Section 3 Team Transit	-	-	-	-	-
Section 9 Operating	9,620,097	17,825,222	20,908,596	26,123,037	23,477,304
Federal Subtotal	13,424,947	21,846,287	25,307,419	31,982,407	30,518,104
<b>State Revenues:</b>					
MVST State Forecast	-	60,230,430	131,978,935	133,304,158	134,310,500
Less: MVST for Opt Outs	-	(10,161,048)	(23,183,268)	(23,315,000)	(23,642,500)
MVST for Council	-	50,069,382	108,795,667	109,989,158	110,668,000
(Allowance for Variability)	-	(6,212,000)	(4,703,666)	(5,499,458)	(692,500)
MVST Budgeted	-	43,857,382	104,092,001	104,489,700	109,975,500
General Transit Assistance - Base	63,899,550	112,803,184	61,712,566	59,934,954	57,362,184
State HACA/Mkt Value Credit	11,829,700	-	-	-	-
State Subtotal Excluding Opt Out Passthrough	75,729,250	156,660,566	165,804,567	164,424,654	167,337,684
<b>Local Revenues:</b>					
Hennepin County Rail Operations	-	-	-	3,386,930	3,909,184
Metropolitan Airports Commission Airport PIng	-	-	-	190,000	141,691
City of Minneapolis Carpool Registration	-	-	-	160,000	-
Local Subtotal	-	-	-	3,736,930	4,050,875
<b>Passenger Fares:</b>					
Transit Operations - Base	56,000,000	64,095,486	62,316,749	61,009,242	64,429,214
Metro Mobility	1,838,000	1,887,100	1,890,000	2,815,000	1,183,778
Other Transit Providers	2,176,000	588,500	564,718	664,718	1,452,800
Passenger Fare Subtotal	60,014,000	66,571,086	64,771,467	64,488,960	67,065,792
<b>Interest Income/Other Revenue:</b>					
MTS/Metro Mobility Interest Income	105,000	125,000	450,000	600,000	290,000
Transit Operations Interest Income	926,260	2,400,000	1,700,000	300,000	300,000
Transit Operations Contract Revenue	6,885,000	10,455,000	8,720,000	5,409,162	6,121,085
Metro Mobility Contract Revenue	700,000	756,000	756,000	756,000	2,216,025
Transit Operations Other Revenue	2,443,000	1,300,000	3,278,955	3,300,000	1,390,500
Metro Mobility Other Revenue	90,000	90,000	216,000	167,000	213,000
MTS Other Revenue	326,250	353,000	353,000	127,807	99,693
Other Revenue Subtotal	11,475,510	15,479,000	15,473,955	10,659,969	10,630,303
<b>Total Current Revenues-Transportation</b>	232,939,707	260,556,939	271,357,408	275,292,920	279,602,758
<b>Other Sources:</b>					
Other Sources Subtotal	-	-	-	-	-
<b>Total Current Revenues and Other Sources Transportation</b>	232,939,707	260,556,939	271,357,408	275,292,920	279,602,758

TABLE 9

**CERTIFIED LEVIES AND LEVY LIMITS  
2001-2005 BUDGETS**

	Certified Payable 2001	Certified Payable 2002	Certified Payable 2003	Certified Payable 2004	Certified Payable 2005
<b><u>Certified or Proposed Gross Levies:</u></b>					
General Levy					
General Purposes	9,274,600	9,674,600	10,130,137	9,300,000	9,300,000
Transfer to Livable Communities	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Subtotal-General	10,274,600	10,674,600	11,130,137	10,300,000	10,300,000
Transit Operating District					
Total Levy	97,949,930	Levy Authority Repealed in 2001			
Less: Local Option Levies	12,778,569	Levy Authority Repealed in 2001			
Net Regional Levy	85,171,361				
Transit Operating Area	1,374,929	Levy Authority Repealed in 2001			
Highway Right-of-Way	1,142,446	2,822,906	3,142,643	2,803,379	2,803,379
Livable Communities					
Tax Base Revitalization-Fiscal Disparities	5,000,000	5,000,000	5,000,000	5,000,000	5,000,000
Demonstration Account	6,675,781	7,418,782	8,259,070	8,184,070	8,184,070
Subtotal-Livable Communities	11,675,781	12,418,782	13,259,070	13,184,070	13,184,070
Sewer Deficiency	-	-	-	-	-
<b>Subtotal - Non Debt</b>	<b>109,639,117</b>	<b>25,916,288</b>	<b>27,531,850</b>	<b>26,287,449</b>	<b>26,287,449</b>
Solid Waste Debt Service	-	427,460	432,962	76,904	-
Parks Debt Service	6,598,577	6,848,080	8,090,496	7,594,060	7,685,863
Transit Debt Service	21,058,982	25,973,187	32,894,175	35,574,714	36,259,610
Radio Debt Service	340,454	421,840	422,155	416,283	414,971
<b>Subtotal - Debt Service</b>	<b>27,998,013</b>	<b>33,670,567</b>	<b>41,839,789</b>	<b>43,661,961</b>	<b>44,360,443</b>
<b>Total</b>	<b>137,637,130</b>	<b>59,586,855</b>	<b>69,371,639</b>	<b>69,949,410</b>	<b>70,647,892</b>
Transit Operating and Debt Levies	107,605,271	25,973,187	32,894,175	35,574,714	36,259,610
Other Operating, Passthrough and Debt Levies	30,031,858	33,613,668	36,477,463	34,374,696	34,388,283
<b><u>Statutory Levy Limits:</u></b>					
General Operations	10,786,895	11,110,502	11,195,137	10,522,329	10,522,329
Highway ROW	2,540,187	2,822,906	3,142,643	2,828,379	2,828,379
Livable Comm. Fiscal Disparity	5,000,000	5,000,000	5,000,000	5,000,000	5,000,000
Livable Comm. Demonstration Acct	6,675,781	7,418,782	8,259,070	8,259,070	8,259,070
Transit Operations District					
Total Levy Limit	98,375,084	Levy Authority Repealed in 2001			
Less: Certified Local Option Levies	12,778,569	Levy Authority Repealed in 2001			
Regional Levy Limit	85,596,515				
Transit Operations Area	1,374,929	Levy Authority Repealed in 2001			

TABLE 10

**DEBT SERVICE REVENUES AND EXPENDITURES**  
**2001-2005**

	<b>2001 Actual</b>	<b>2002 Actual</b>	<b>2003 Actual</b>	<b>2004 Budget</b>	<b>2005 Adopted</b>
<b><u>Parks and Open Space:</u></b>					
Certified Levies	6,598,577	6,848,080	8,090,496	7,594,060	7,685,863
Less: Market Value Credit Reduction	-	-	(130,784)	(181,052)	-
Less: Estimated Uncollectible	(38,818)	(59,578)	(63,307)	(111,308)	(76,863)
Net Current Tax Receipts	6,559,759	6,788,502	7,896,405	7,301,700	7,609,000
Revenues:					
Property Taxes	5,304,428	6,291,127	7,519,193	6,982,752	7,109,000
State HACA/Mkt Value Credit	1,255,331	497,375	377,212	318,948	500,000
Interest Income	223,748	123,320	129,475	40,000	40,000
Other Revenues	-	-	-	-	-
Proceeds from Bonds	-	308,303	7,384,086	-	-
Total Revenues and Other Sources	<u>6,783,507</u>	<u>7,220,125</u>	<u>15,409,966</u>	<u>7,341,700</u>	<u>7,649,000</u>
Expenditures:					
Principal Repayment	4,240,000	5,535,000	5,505,000	5,895,000	6,765,000
Principal Refunding	-	-	-	7,600,000	-
Interest Expense/Fiscal Charges	1,185,717	1,103,665	1,166,780	946,193	850,214
Total Expenditures	<u>5,425,717</u>	<u>6,638,665</u>	<u>6,671,780</u>	<u>14,441,193</u>	<u>7,615,214</u>
Revenues & Other Sources Over/ (Under) Expenditures & Other Uses	1,357,790	581,460	8,738,186	(7,099,493)	33,786
Residual Equity Transfer In/(Out)					
Fund Balance, Year End	7,498,362	8,079,822	16,818,008	9,718,515	9,752,301
Recap:					
Current Year Principal and Interest	5,425,717	6,638,665	6,671,780	6,841,193	7,615,214
Bond Refundings	-	-	-	7,600,000	-

TABLE 10

**DEBT SERVICE REVENUES AND EXPENDITURES**  
**2001-2005**

	<b>2001 Actual</b>	<b>2002 Actual</b>	<b>2003 Actual</b>	<b>2004 Budget</b>	<b>2005 Adopted</b>
<b>Solid Waste:</b>					
Certified Levies	-	427,460	432,962	76,904	-
Less: Market Value Credit Reduction	-	-	(6,999)	(1,833)	-
Less: Estimated Uncollectible	325	(6,520)	(9,158)	(8,671)	-
Net Current Tax Receipts	325	420,940	423,804	73,900	-
<b>Revenues:</b>					
Property Taxes	325	389,958	403,549	66,400	-
State HACA/Mkt Value Credit	-	30,982	20,255	7,500	-
Interest Income	(11,235)	1,472	-	-	-
Other Revenues	-	-	-	-	-
Total Revenues	(10,910)	422,412	423,804	73,900	-
Transfer from Other Funds	400,000	280,000	-	-	280,000
Total Revenues and Other Sources	389,090	702,412	423,804	73,900	280,000
<b>Expenditures:</b>					
Principal Repayment	335,000	345,000	360,000	380,000	390,000
Interest Expense/Fiscal Charges	67,581	54,119	48,253	24,460	8,288
Total Expenditures	402,581	399,119	408,253	404,460	398,288
Revenues & Other Sources Over/ (Under) Expenditures & Other Uses	(13,491)	303,293	15,551	(330,560)	(118,288)
Residual Equity Transfer	-	-	-	-	-
Fund Balance, Year End	149,560	452,853	468,404	137,844	19,556

TABLE 10

**DEBT SERVICE REVENUES AND EXPENDITURES**  
**2001-2005**

	<b>2001 Actual</b>	<b>2002 Actual</b>	<b>2003 Actual</b>	<b>2004 Budget</b>	<b>2005 Adopted</b>
<b>Transit:</b>					
Certified Levies	21,058,982	25,973,187	32,894,175	35,574,714	36,259,610
Less: Market Value Credit Reduction	-	-	(531,738)	(708,894)	-
Less: Estimated Uncollectible	(221,219)	(210,683)	(244,321)	(501,620)	(362,610)
Net Current Tax Receipts	20,837,763	25,762,504	32,118,116	34,364,200	35,897,000
Revenues:					
Property Taxes	17,913,047	23,927,932	30,530,183	32,964,200	34,097,000
State HACA/Mkt Value Credit	2,924,716	1,834,572	1,587,933	1,400,000	1,800,000
Interest Income	940,790	652,436	647,759	180,000	180,000
Other Revenues	-	-	-	-	-
Total Revenues	21,778,553	26,414,940	32,765,875	34,544,200	36,077,000
Proceeds from Bonds	-	14,741,668	3,341,906	-	-
Refunding Bonds Held in Escrow	-	-	-	-	-
Total Revenues and Other Sources	21,778,553	41,156,608	36,107,781	34,544,200	36,077,000
Expenditures:					
Principal Repayment	14,440,000	16,775,000	18,690,000	24,880,000	28,910,000
Principal Refunding	-	-	9,390,000	3,180,000	3,280,000
Interest Expense/Fiscal Charges	4,917,248	5,933,842	7,421,961	6,678,777	8,135,000
Total Expenditures	19,357,248	22,708,842	35,501,961	34,738,777	40,325,000
Revenues & Other Sources Over/ (Under) Expenditures & Other Uses	2,421,305	18,447,766	605,820	(194,577)	(4,248,000)
Residual Equity Transfer In/(Out)	-	-	-	(2,500,000)	-
Fund Balance, Year End	27,971,629	46,419,395	47,025,215	44,330,639	40,082,638
Recap:					
Current Year Principal and Interest	19,357,248	22,708,842	26,111,961	31,558,777	37,045,000
Bond Refundings	-	-	9,390,000	3,180,000	3,280,000



TABLE 10

**DEBT SERVICE REVENUES AND EXPENDITURES**  
**2001-2005**

	<b>2001 Actual</b>	<b>2002 Actual</b>	<b>2003 Actual</b>	<b>2004 Budget</b>	<b>2005 Adopted</b>
<b><u>800 Megahertz Radio:</u></b>					
Certified Levies	340,454	421,840	422,155	416,283	414,971
Less: Market Value Credit Reduction	-	-	(6,824)	(9,925)	-
Less: Estimated Uncollectible	(1,145)	(3,789)	(2,395)	(6,058)	(4,171)
Net Current Tax Receipts	339,309	418,051	412,936	400,300	410,800
Revenues:					
Property Taxes	274,568	387,485	393,268	365,300	375,800
State HACA/Mkt Value Credit	64,741	30,566	19,668	35,000	35,000
Interest Income	6,951	4,069	3,036	7,500	8,000
Other Revenues	-	-	-	-	-
Total Revenues	346,260	422,120	415,972	407,800	418,800
Proceeds from Bonds	-	-	-	-	-
Total Revenues and Other Sources	346,260	422,120	415,972	407,800	418,800
Expenditures:					
Principal Repayment	275,000	285,000	300,000	315,000	325,000
Interest Expense/Fiscal Charges	122,046	108,641	195,837	71,460	55,210
Total Expenditures	397,046	393,641	495,837	386,460	380,210
Revenues & Other Sources Over/ (Under) Expenditures & Other Uses	(50,786)	28,479	(79,865)	21,340	38,590
Fund Balance, Year End	351,027	379,506	299,641	320,981	359,571

TABLE 10

**DEBT SERVICE REVENUES AND EXPENDITURES**  
**2001-2005**

	<b>2001 Actual</b>	<b>2002 Actual</b>	<b>2003 Actual</b>	<b>2004 Budget</b>	<b>2005 Adopted</b>
<b>Environmental Services:</b>					
MCES Debt Service (Budget Basis)					
Revenues and Other Sources:					
Municipal Wastewater Charges	40,098,000	43,207,420	42,283,339	40,618,339	41,572,000
Transfer from SAC Fund	24,468,000	24,645,000	25,794,000	25,383,000	32,871,000
Total Revenues and Other Sources	64,566,000	67,852,420	68,077,339	66,001,339	74,443,000
Local Government Debt					
Current Value Credits	534,572	539,027	533,339	518,000	483,000
Transfer to Sewer Bond Fund	64,031,428	67,313,393	67,544,000	65,483,339	73,960,000
Total Expenditures	64,566,000	67,852,420	68,077,339	66,001,339	74,443,000
Revenues and Other Sources:					
Interest Income	1,861,869	1,490,041	1,402,828	1,400,000	1,400,000
Other Sources:	-	-	-	-	-
Transfers from Environmental Services	64,031,428	67,313,393	67,544,000	65,483,339	73,960,000
Total Revenues and Other Sources	65,893,297	68,803,434	68,946,828	66,883,339	75,360,000
Principal Repayments					
Interest Expense/Fiscal Charges	43,890,000	42,615,000	44,114,000	34,000,000	50,000,000
Premiums, Discounts, Cost of Issuance	25,244,592	26,213,173	25,905,790	25,833,000	26,699,000
Total Expenditures	(600,368)	(567,831)	431,221	-	-
Fund Balance, Year End	68,534,224	68,260,342	70,451,011	59,833,000	76,699,000
	10,484,602	11,027,694	9,523,511	16,573,850	15,234,850

TABLE 10

**DEBT SERVICE REVENUES AND EXPENDITURES**  
**2001-2005**

	<b>2001 Actual</b>	<b>2002 Actual</b>	<b>2003 Actual</b>	<b>2004 Budget</b>	<b>2005 Adopted</b>
<b><u>Combined-All Debt Service:</u></b>					
Revenues:					
Property Taxes	23,492,368	30,996,502	38,846,193	40,378,652	41,581,800
State HACA/Mkt Value Credit	4,244,788	2,393,495	2,005,068	1,761,448	2,335,000
Sewer Service Charges/SAC Transfers	64,566,000	67,852,420	68,077,339	66,001,339	74,443,000
Interest Income	1,160,254	781,297	780,270	227,500	228,000
Total Revenues	93,463,410	102,023,714	109,708,870	108,368,939	118,587,800
Other Sources:					
Proceeds from Bonds	-	14,741,668	3,341,906	-	-
Refunding Bonds Held in Escrow	-	-	-	-	-
Transfers from Other Funds	400,000	280,000	-	-	280,000
Total Other Sources	400,000	15,021,668	3,341,906	-	280,000
Total Revenues and Other Sources	93,863,410	117,045,382	113,050,776	108,368,939	118,867,800
Expenditures by Function:					
Parks Debt Service	5,425,717	6,638,665	6,671,780	14,441,193	7,615,214
Solid Waste Debt Service	402,581	399,119	408,253	404,460	398,288
Transit Debt Service	19,357,248	22,708,842	35,501,961	34,738,777	40,325,000
800 Radio System Debt Service	397,046	393,641	495,837	386,460	380,210
Environmental Services Debt Service	64,566,000	67,852,420	68,077,339	66,001,339	74,443,000
Total Expenditures	90,148,592	97,992,687	111,155,170	115,972,229	123,161,712
Revenues & Other Sources Over/ (Under) Expenditures & Other Uses	3,714,818	19,052,695	1,895,606	(7,603,290)	(4,293,912)
Recap:					
Current Year Principal and Interest	90,148,592	97,992,687	101,765,170	105,192,229	119,881,712
Bond Refunding	-	-	9,390,000	10,780,000	3,280,000

**METROPOLITAN COUNCIL  
STAFFING COMPLEMENT (FTE)**

**TABLE 11**

	<b>Adopted 2002</b>	<b>Adopted 2003</b>	<b>Adopted 2004</b>	<b>Adopted 2005</b>
<b><u>REGIONAL ADMINISTRATION</u></b>				
Council and Chair's Office	1.8	0.8	1.0	1.0
Regional Administrator's Office	3.0	3.0	3.0	3.0
Budget and Evaluation	3.0	3.0	3.0	3.0
Diversity	7.5	8.6	6.6	7.2
Human Resources	25.8	25.3	32.3	33.3
Government Affairs	2.0	2.0	4.0	4.0
Internal Audit	5.5	5.3	5.0	5.0
Community Relations	7.0	8.0		
Risk Management	15.0	14.0	12.0	12.0
Public Affairs	17.5	16.5	17.5	17.5
Legal	10.5	10.5	9.0	9.0
Fiscal Services	27.6	25.6	22.6	21.6
Information Services	81.4	81.2	66.2	66.2
Central Services	5.5	4.5	3.0	3.0
Purchasing		13.8	12.8	12.8
<b>Total Regional Administration</b>	<b>213.1</b>	<b>222.0</b>	<b>197.9</b>	<b>198.5</b>
<b><u>COMMUNITY DEVELOPMENT</u></b>				
Division Director Office	2.0	2.0	2.0	2.0
GIS	13.0	13.0	12.4	12.4
Livable Communities	6.5	6.0	7.5	7.5
Research	11.0	11.0	9.0	9.0
HRA	34.0	32.2	32.0	33.0
Planning & Technical Assistance	15.5	15.6	16.6	14.6
Regional Growth Strategy	7.0	8.0		2.0
FAHP		2.0	1.8	1.8
Parks / Radio	3.0	2.0	2.0	2.0
<b>Total Community Development</b>	<b>92.0</b>	<b>91.8</b>	<b>83.2</b>	<b>84.2</b>
<b>Total Regional Administration &amp; Comm Dev</b>	<b>305.1</b>	<b>313.8</b>	<b>281.1</b>	<b>282.7</b>
<b><u>ENVIRONMENTAL SERVICES DIVISION</u></b>				
General Manager's Office	21.0	15.6	15.5	15.5
Treatment Services	606.0	594.2	582.0	564.0
Environmental Quality Assurance	128.0	121.9	121.5	121.5
<b>Total Environmental Services</b>	<b>755.0</b>	<b>731.7</b>	<b>719.0</b>	<b>701.0</b>
<b><u>TRANSPORTATION DIVISION</u></b>				
Transportation Planning	20.0	17.0	17.0	17.0
Regular Route	4.0	4.0	4.0	5.0
Rural/Small Urban Route	1.0	1.0	1.0	1.0
Metro Mobility	13.0	13.0	13.0	13.0
Commuter Service	9.0	9.0	8.0	7.0
<b>Total Other Transit</b>	<b>47.0</b>	<b>44.0</b>	<b>43.0</b>	<b>43.0</b>
<b><u>Metro Transit</u></b>				
Drivers	1,565.9	1,606.8	1,481.0	1,481.9
Mechanics	520.3	515.0	479.7	481.1
Administration-General	343.7	331.7	314.6	274.6
Administration-Clerical	233.6	233.6	211.1	210.2
Administration-Police	30.0	40.0	40.0	48.2
Light Rail			149.0	149.0
<b>Total Metro Transit</b>	<b>2,693.4</b>	<b>2,727.2</b>	<b>2,675.4</b>	<b>2,645.0</b>
<b>Total Transportation Division</b>	<b>2,740.4</b>	<b>2,771.2</b>	<b>2,718.4</b>	<b>2,688.0</b>
<b>TOTAL (FTE)</b>	<b>3,800.4</b>	<b>3,816.7</b>	<b>3,718.5</b>	<b>3,671.7</b>

**Metropolitan Council  
2005 Proposed Operating Budget**

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**ENVIRONMENTAL SERVICES DIVISION**

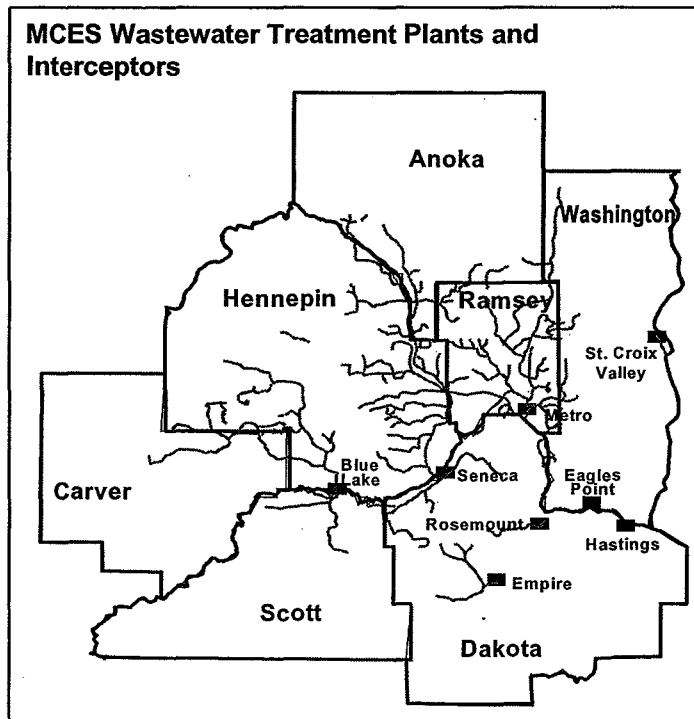
# ***Metropolitan Council 2005 Adopted Unified Budget***

## ***Environmental Services Division***

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**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 103 communities,
- Treats an average of almost 300 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,

- Provides water resources monitoring and analysis for the region, and
- Partners with numerous public, private and non-profit groups committed to a clean environment.

**Water resources management services provided by MCES ensure that:**

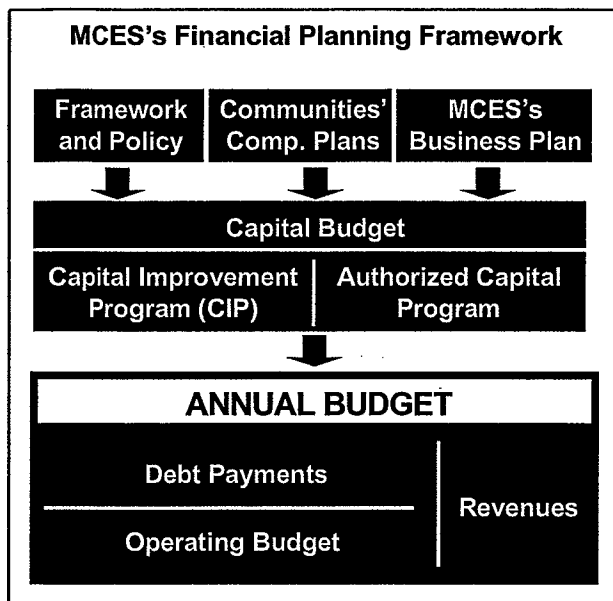
- Sufficient sewer capacity exists to serve planned development,
- Sufficient capital investments are made to preserve water quality in the region,
- Wastewater collection and treatment services are provided in a cost- and quality-competitive manner, and
- Local plans provide for adequate water supply and non-point pollution prevention in the region.

## 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 documents. 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.

The Summary Budget document contains executive summaries of the other three documents. Each of these documents are made available on the Environment section of the Council's Web site ([www.metrocouncil.org](http://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 2005 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 2004 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 four 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 2005 municipal wastewater revenue requirement. After approval of the 2005 wastewater revenue goal by the Council, MCES community customers were notified in August of their individual 2005 cost allocation amounts. This approach allows them time to plan their wastewater rates and budgets. The final, detailed 2005 budget was completed in November 2004.

## 2005 Budget Planning

The 2005 Annual Budget focuses on meeting the objectives and expected outcomes that align with the Council and MCES's strategic goals.

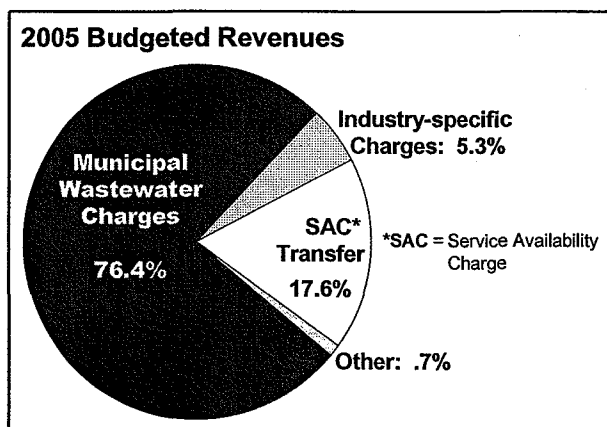
The following considerations were the top priorities during the planning of the 2005 budget.

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

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 will preserve its outstanding record of compliance with regulatory requirements and 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 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, service availability charges (SAC) and miscellaneous revenues. The graphic on the left depicts the percentages of the 2005 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

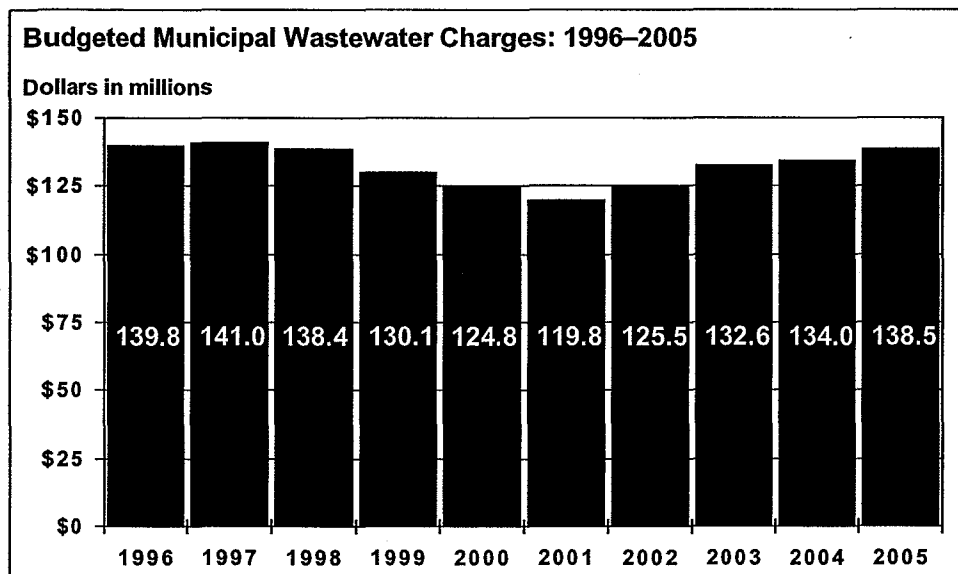
treatment of wastewater. Each community pays at the same rate for wastewater services. Beginning in January of 2005 this rate will be \$1,464.56 per million gallons. The revenue generated by the municipal wastewater charges is expected to account for 76.4 percent of MCES's projected total operating revenues and sources for the year 2005.

**Impact of Changes in System Flow Despite** approximately 20,000 new connections per year, the system has not experienced a corresponding increase in overall total flow. The budgeted flow estimate used for the 2004 budget was 100.0 billion gallons (b.g.), less than the 102.2 b.g. actually measured for 2003. However, even that reduced 2004 estimate for the period beginning July 1, 2003 and ending June 30, 2004 turned out to be optimistic; actual flow was only 94.6 b.g. The net financial impact of the difference between the estimated and actual flow resulted in a projected \$5.3 million deficit for 2004.



As a consequence of the 2004 experience, a change in the method of cost allocation was adopted by the Council for 2005 and beyond. Beginning in 2005, budgeted wastewater charges will be assessed to member communities based on actual, not estimated flows. Specifically, 2005 charges for 2005 service will be based on the flow experience for the year ended June 30, 2004; 2006 charges on the year ended June 30, 2005, and continuing forward.

Since the unusually low flow for the year ended June 30, 2004 is being used again for 2005, the "rate" (budgeted revenue divided by flow) per million gallons, indicates a 9.5 percent increase even though the revenue increase sought is only 3.5 percent. The 2005 budget includes an anticipated million-dollar surplus, the first installment in a five-year plan to restore MCES's reserves to pre-2004 levels.



The 2005 municipal wastewater charge revenue is budgeted at \$138.5 million, a 3.5 percent increase from 2004 budgeted revenue. 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 2005 basic SAC rate is \$1,450 per residence or equivalent unit.

The SAC revenue is intended to pay the average cost of growth and is used to finance the reserved capacity portion of the capital costs in the wastewater system. The transfer from SAC fees represents 17.6 percent of MCES's total operating budget for 2005.

**Industrial Rate System (IRS)**—Industries pay MCES directly for a variety of charges that are targeted to specific customer services. The following charges/fees are included in the IRS:

- 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

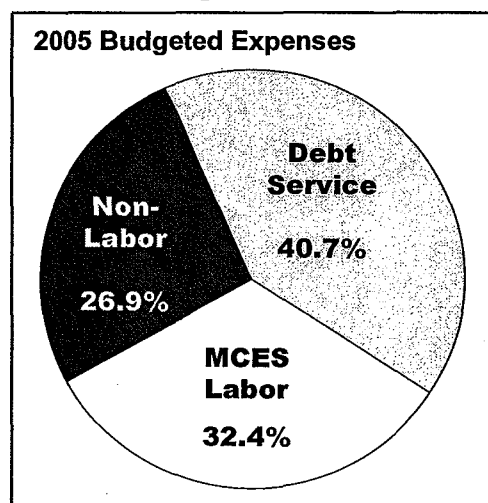
These charges are described in detail and the most recent rates are listed on the Council's Web site at: [www.metrocouncil.org/environment/Rates&Billing/RatesCharges](http://www.metrocouncil.org/environment/Rates&Billing/RatesCharges)

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 the entire IRS is 5.3 percent of MCES's 2005 revenues. However, industries also pay the MWC and SAC.

**Other Revenue**—The remaining 0.7 percent of MCES's 2005 revenue comes from other sources. This includes revenue from interest earnings, a state contract, and miscellaneous revenues.

### ***MCES Expenses***

MCES 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 Labor**—In 1998, there were 984 budgeted FTEs (full time equivalent employees in the Division). An aggressive budget reduction plan resulted in a reduction to 767 FTEs by 2001. There are 698 FTE's budgeted for 2005 and the plans for future budgets include small reductions in FTE numbers achieved through attrition. In 2005, staff (labor) expenses account for 32.4 percent of total expenses.

A flexible, skilled and productive workforce includes having the right number of employees, in the right places, prepared with the right skills. The 2005 operating budget

supports maintaining the size of the workforce at a competitive level; repositioning the workforce to best meet organizational needs; and, retraining and supporting the workforce to deliver expected results.

**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 2005, non-labor expenses account for 26.9 percent of total expenses. Included in the non-labor expenses for 2005 is a \$1,250,000 repayment to the City of St. Paul. New meters at the Metro Plant have indicated substantially less flow for the City of St. Paul than previously estimated. Based on an agreement made with the City in 1998, the metering results require the Council to pay the City back for over-billing during the years 1999–2002. The repayment of this overcharge will be credited to the City, with interest, during 2005–2009.

**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 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 2005, debt service costs account for 40.7 percent of the budget. Debt service is included in the MCES Annual Operating Budget because it is funded by wastewater revenues, as required by state statute.

## SUMMARY

**Summary of Rates, Revenues and Expenses**—The following table shows MCES rates, revenues and expenses for the years 2003–2005.

<b>MCES Revenue: 2003–2005</b> (Revenue in 000)			
	<b>2003 Actual</b>	<b>2004 Amended Budget</b>	<b>2005 Budget</b>
Flow (b.g.)	102.2	94.4	94.6
X Rate (per million gallons)	\$1,300	\$1,340	\$1,464
Municipal Wastewater Revenue	\$132,838	\$126,496	\$138,500
SAC Transfer	26,185	25,383	31,943
Industrial Charges	8,361	9,008	9,520
Other Revenue	1,162	1,244	1,332
Use of Designated Reserves	702	1,094	-
<b>Total Revenue &amp; Other Sources</b>	<b>\$169,248</b>	<b>\$163,225</b>	<b>\$181,295</b>
<b>MCES Expenses: 2003–2005</b> (Expenses in 000)			
	<b>2003 Actual</b>	<b>2004 Amended* Budget</b>	<b>2005 Budget</b>
Total MCES Labor	\$ 53,643	\$ 56,643	\$ 58,490
Total Non-Labor	44,872	45,883	47,110
Debt Service	68,077	66,001	73,445
St. Paul Repayment	--	--	1,250
<b>Total Expenses</b>	<b>\$166,592</b>	<b>\$168,527</b>	<b>\$180,295</b>
Surplus (Deficit)	\$ 2,656	\$ (5,302)	\$ 1,000

\*Amendment to the Council 9/22/04.

**Metropolitan Council  
2005 Proposed Operating Budget**

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**TRANSPORTATION DIVISION**

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**Metropolitan Transportation Services**

**Metro Transit - Bus**

**Metro Transit - Hiawatha Light Rail**

# ***Metropolitan Council 2005 Adopted Unified Budget***

## ***Transportation Division***

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### **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, and Opt-Out transit programs. It also includes regional transportation planning, vanpool, and travel demand management programs.
- Metro Transit includes both bus and light rail operations.

### **KEY REVENUE ASSUMPTIONS**

#### ***MVST***

Prior to calendar year 2002, the Council, and certain Opt Out communities levied property taxes to fund a portion of transit operations. This levy authority was eliminated by the 2001 Legislature and was replaced with a transfer from the Motor Vehicle Sales Tax fund into the Metropolitan Area Transit Appropriation Account. This funding source is a single sector sales tax, making it a volatile funding source. On average, once every ten years MVST revenues have reflected substantial reductions, taking several years to recover to earlier levels.

The state transfers these funds to the Council, which in turn, distributes a portion of these funds to Opt Out communities based on a formula established in legislation. The Council distributes the remaining amount of these funds to the Council's transit programs through its regular budget processes.

2005 MVST funding is projected at \$134.3 million based on February 2004 state revenue forecasts. Of this amount, \$23.6 million is projected to be distributed to the Opt-Out communities, with \$98.9 million projected to go to Metro Transit and \$11.1 million projected to go to Metropolitan Transportation Services. The remaining projected revenues, approximately \$700 thousand, will be added to a reserve to deal with future variability in revenues.

Because of historic fluctuations in MVST revenues and uncertainty in state revenue forecasts, the Council plans to budget an average of 97 percent of MVST revenue forecasts over a multi-year period, with 3 percent held in reserve in the event that actuals fall short of projections. The amounts budgeted and set-aside in reserves will vary from year to year in order to smooth out annual budget increases. For 2005, 99 percent of forecasted MVST revenues are budgeted.

#### ***State General Funds***

\$114.7 million was appropriated by the state from State General Funds for the State Fiscal Year (SFY) 2004-05. Of this, \$108 million was allocated for bus operations and \$6.7 million was allocated for the beginning of Hiawatha Light Rail Transit service.

For calendar year 2005, \$30 million of the state biennial appropriation to Metro Transit is budgeted for Bus, \$23.5 million for Metropolitan Transportation Services, and, \$3.9 million for Hiawatha LRT. State funds for Hiawatha LRT will be matched 50/50 by funds from Hennepin County.

#### ***Federal Grants***

Utilization of federal formula fund grants for the capital costs of contracting and for capitalized maintenance has increased. Federal CMAQ grants for operating costs, and Jobs Access/Reverse Commute grants have declined.

#### ***Balances***

The 2005 Transportation budget, which includes a planned \$3.9 million use of reserves, is balanced.

# ***Metropolitan Council 2005 Adopted Unified Budget***

## ***Transportation Division - Metropolitan Transportation Services***

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### **METROPOLITAN TRANSPORTATION SERVICES**

#### **MISSION**

To plan for efficient regional transportation systems; to provide high quality, cost-effective contracted transit service; and to promote alternatives to trips taken in single occupant vehicles.

#### **FUNCTIONS**

Metropolitan Transportation Services (MTS) carries out three basic functions:

- Conducts long-range transportation planning for all modes of transportation for the region. These activities include developing the region's overarching transportation planning documents and coordinating the allocation of federal funds among various transportation modes
- Provides or coordinates contracted transit services through four programs: contracted regular route service, community programs, Opt Out programs, and Metro Mobility/ADA programs.
- Manages and coordinates travel demand management activities for the metropolitan area.

#### **KEY OUTCOMES:**

- Cost-effective regional transportation plans that address the changing transportation needs of the region and is linked to development patterns
- Improved mobility for every citizen
  - Increased transit usage
  - Increased carpools/vanpool trips
  - Increased walking/biking trips
  - Improved transit options for every citizen
  - Zero trip denials for persons with disabilities using paratransit

#### **2005 KEY WORK ACTIVITIES**

##### ***Transportation Planning***

- Prepare 2005 TPP systems statements for local units of government
  - Advance key transit corridor development in 2005
  - Northstar Commuter Rail
  - Northwest Busway
  - Cedar Busway
  - Central Corridor
- Participate in other transportation corridor studies, such as feasibility of Red Rock and SW Transitway, TH 41 EIS, TH 65, I-694, I- 35 North suburbs, TH 55 Corridor
- Prepare 2006 - 2008 Transportation Improvement Program (TIP) and determine air quality conformity
- Downtown Minneapolis traffic study
- Scott County transit study
- Prepare 2006-07 UPWP
- Conduct 2005 Transportation Audit
- Administer RALF program
- Develop Metro bikeways inventory and systems plan

# ***Metropolitan Council 2005 Adopted Unified Budget***

## ***Transportation Division - Metropolitan Transportation Services***

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### ***Metro Commuter Services/Travel Demand Management***

- Expand the VanGo! program
- Expand accessibility to the Ridepro ride matching program

### ***Metro Mobility***

- Implement new demand contracts
- Increase service 1% July 1st
- In-person ADA assessment
- Trip planning software implementation
- Phone Quality Assurance Monitoring

### ***Opt Outs***

- Work with Opt-Outs to implement facilities construction and bus purchases

### ***Community Programs***

- Maintain existing ridership
- Disseminate "United We Ride" state and federal transportation coordination initiative and best practices

### ***Contracted Regular Routes***

- Implement contracts with new providers
- Expand the BE-Line service

### ***KEY REVENUE ASSUMPTIONS***

- MVST funding at \$11,068,500 for Council programs and \$23,642,500 for Opt-Outs.
- State General Funds at \$23,484,000
- Federal Grants
  - CMAQ Metro Commuter Services TDM: \$2,128,400
  - Federal formula funds: \$6,940,000
  - JARC: \$80,000
  - Federal Planning Grants: \$2,534,400
- Fares of \$4,852,603
- Other revenues of \$744,384

### ***KEY EXPENDITURE ASSUMPTIONS***

- Direct support to Community Development Planning of \$347,534
- Metro Mobility demand hours increase by 1% July 1<sup>st</sup>; 2005 agency hours remain at 2004 levels
- \$877,000 in Travel Demand Management contracts
- Community transit programs costs remain flat at same levels as 2004
- Contracted regular route programs per hour costs at bid amounts. Some contracts are multi-year contracts with set amounts while others will be bid in 2005.

# ***Metropolitan Council 2005 Adopted Unified Budget***

## ***Transportation Division - Metropolitan Transportation Services***

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### **FINANCIAL ANALYSIS**

#### ***Financial and Resource Outlook***

The various Metro Transportation Services programs rely on funding sources each with its own a unique outlook as well as variability.

#### **Federal Grants**

Federal funding for transportation activities comes from the TEA-21 Act. This six-year act expired September 30, 2003, and Congress is currently working on a new bill for the next six years. Since it is currently unclear what funding levels will be, the 2005 budget is based on funding levels from previous years, but funding for individual programs may vary. The programs and funding sources that may be affected are:

- Transportation Planning, which is funded primarily with federal Unified Planning Work Program (UPWP) funds.
- Metro Mobility and Contracted Regular Route, which receives federal formula (5307) funds.
- Contracted Regular Route, which receives Jobs Access/Reverse Commute (JARC) funds.
- Metro Commuter Services, which is funded primarily from a Congestion Mitigation/Air Quality (CMAQ) grant.

#### **State General Funds**

The State of Minnesota is projecting approximately a \$700 million shortfall in the 2006-2007 biennium. The State general fund revenue assumptions are based on the November 2004 forecast. Any changes by the 2005 legislature to State general fund revenues will be incorporated in the budget after the end of the 2005 legislative session.

#### **Motor Vehicle Sales Tax (MVST)**

The State transfers a portion of the MVST fund to the Council for transit purposes. Current estimates project State Fiscal Year (SFY) 2005 revenues to come in 8.5% lower than the February 2004 projection that this budget is based on. In addition, SFY 2006 and 2007 show reductions of approximately 6.5% each year below previous projections.

#### **Fares**

Fare revenues are a relatively small funding source for MTS, approximately \$4.8 million or 6 percent of total revenues. Metro Mobility receives about 10 percent of its funding from fares, while Contracted Regular Route currently receives less than 5 percent of its funding from fares. This budget does not assume an increase in fares although it is possible that fares could be adjusted in the following year.

#### **Fund Balances**

The MTS budget reflects a planned \$1.2 million use of reserves. It is projected that even with this drawdown that year-end 2005 balances will be above policy target fund balances.

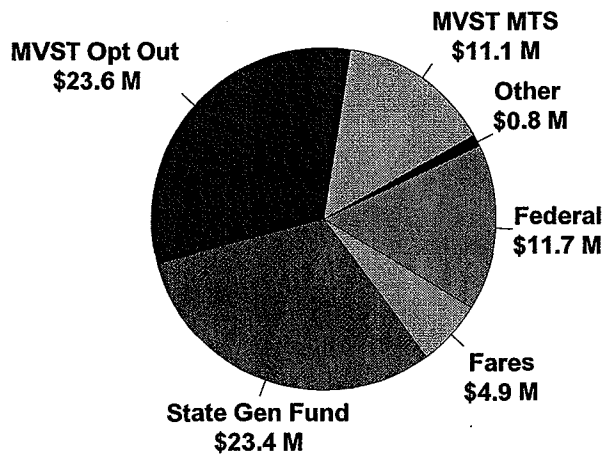


***Metropolitan Council 2005 Adopted Unified Budget***  
***Transportation Division - Metropolitan Transportation Services***

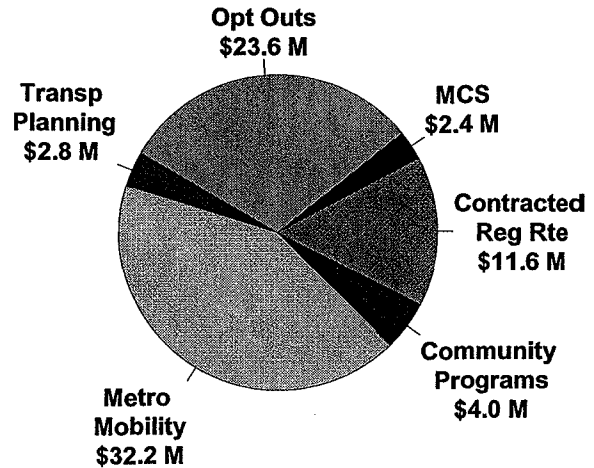
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**2005 MTS BUDGET SUMMARY**

**Revenues \$75.5M**



**Expenditures: \$76.7M**



	2004 Amended Budget	2005 Adopted Budget
MTS Approved Budget	\$ 73,860,707	\$ 76,728,197
Less: Opt Out Pass-through	(23,315,000)	(23,642,500)
<b>Net MTS Budget</b>	<b>\$ 50,545,707</b>	<b>\$ 53,085,697</b>
<b>Annual Percent Change</b>		<b>5.0%</b>

# ***Metropolitan Council 2005 Adopted Unified Budget***

## ***Transportation Division - Metro Transit, Bus***

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### **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 roughly 90 percent of the 74.9 million bus trips taken annually in the Twin Cities. Each weekday, customers board Metro Transit buses an average of 217,000 times.

The agency's 1,482 operators and 481 mechanics support a 941 bus fleet serving 138 local, express and contract routes. In service to its customers, Metro Transit drives 100,000 miles each weekday. Metro Transit provides service that results in fewer cars on Twin Cities' roadways and a reduction in congestion. In 2005, 66.3 million customers are expected to ride on Metro Transit buses.

The Metro Transit budget assumes the continuation of the current fare structure, adjusted state general funding as enacted by the State Legislature in 2003, and State forecast Motor Vehicle Sales Taxes (MVST) revenues.

#### ***Budget Process***

The budget was built by Metro Transit staff with direction from the General Manager. The General Manager recommends the budget to the Regional Administrator and then to the Council's Transportation Committee for review and to the Council for review and final adoption.

#### ***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 2005 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 August 2003.

Passenger fares provide about 30% of Metro Transit's 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.

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Metro Transit policy decisions are also affected by a competitive environment. In addition to Metro Transit service, fixed route buses in the metro area are operated by Opt-Out transit systems; privately contracted regular route providers, and the University of Minnesota. About 4% 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.

#### **FINANCIAL ANALYSIS**

##### ***Financial and Resource Outlook***

The Metro Transit - Bus operating budget reflects revenues of \$212.4 million, which includes \$2.2 million use of reserves, and, expenses of \$212.4 million. Expenses are expected to exceed revenues due to higher fuel costs, higher health care costs and other administrative expenses. Reserves of \$2.2 million are planned to be used to offset the spending imbalance in 2005. Available operating reserves in 2005 are estimated to start at about \$13.1 million, and finish 2005 at approximately \$11 million.

Metro Transit has an approximate \$228 million unfunded long-term exposure for post-retirement health benefits based on an actuarial study done in 2003. Current accounting rules do not require Metro Transit or the Metropolitan Council to record or fund such exposure as a liability. However, in July 2001, the Council adopted a resolution committing to funding normal service cost as well as paying ongoing retiree premiums.

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***Transportation Division - Metro Transit, Bus***

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**Metro Transit - Bus Operations**  
**Sources and Uses of Funds, 2002-2005**  
**(All values in millions of dollars)**

	<b>2002 Actual</b>	<b>2003 Actual</b>	<b>2004 Amended Budget</b>	<b>2005 Budget</b>
<b>UNDESIGNATED RETAINED EARNINGS – JAN. 1</b>	<b>\$ 13.8</b>	<b>\$ 11.7</b>	<b>\$ 13.1</b>	<b>\$ 13.1</b>
<b><u>SOURCES OF FUNDS:</u></b>				
Transit Fund	\$ 40.3	\$ 87.0	\$ 93.4	\$98.9
Passenger Fares	59.8	57.6	55.6	58.4
State General Fund	69.8	31.1	31.5	30.0
Federal Funds + Capital	11.8	16.4	15.2	15.7
All Other Sources	10.6	8.7	8.6	7.2
Transfers From Other Funds	4.8	0.0	0.0	0.0
Use of Reserve	0.0	0.0	0.0	2.2
<b>Total Sources</b>	<b>\$ 197.1</b>	<b>\$ 200.8</b>	<b>\$ 204.3</b>	<b>\$ 212.4</b>
<b><u>USES OF FUNDS:</u></b>				
Salaries & Benefits	\$ 161.5	\$ 162.1	\$ 165.9	\$ 167.0
Materials & Supplies	16.9	16.9	19.4	21.4
All Other Expenses	10.9	11.1	7.7	11.1
Central Service Fees	9.9	9.3	11.3	12.9
<b>Total Uses</b>	<b>\$ 199.2</b>	<b>\$ 199.4</b>	<b>\$ 204.3</b>	<b>\$ 212.4</b>
<b>SURPLUS / (DEFICIT)</b>	<b>\$ (2.1)</b>	<b>\$ 1.4</b>	<b>\$ 0.0</b>	<b>\$ 0.0</b>
<b>UNDESIGNATED RETAINED EARNINGS – DEC. 31</b>	<b>\$ 11.7</b>	<b>\$ 13.1</b>	<b>\$ 13.1</b>	<b>\$ 11.0</b>

**Note 1)** Undesignated Retained Earnings do not include certain balances from State appropriation recognized in prior years due to implementation of GASB 33 (new accounting standard).

**Note 2)** Actual and Budgeted amounts include capital expense reimbursement. Capital expense reimbursement is for mechanic rebuilding activities and Engineering and Facilities design and construction management which is reimbursable by federal, state and/or local capital funds.

***Revenues***

Metro Transit's revenue budget in 2005 is \$212.4 million, including a \$2.2 million use of reserves. Budgeted revenues increase nearly \$6 million from the 2004 amended Budget of \$204.3 million. This increase is due in large part to the annual restoration of passenger fare revenue after the conclusion of the 2004 labor work stoppage. In addition to passenger fares, the largest sources of funds include

## ***Metropolitan Council 2005 Adopted Unified Budget***

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proceeds from the Motor Vehicle Sales Tax (MVST) and a State of Minnesota general fund appropriation. The Council no longer levies property taxes for transit operations. In 2001 the State Legislature eliminated this levying authority and replaced it with a percentage of the Motor Vehicle Sales Tax, which currently is 21.5% of the sales tax proceeds. The revenue assumptions in the 2005 Transportation Division budget are based on the February 2003 State forecast. Any budget adjustment to the November 2004 and February 2005 forecast amounts would be done in early 2005.

#### ***Expenses***

Metro Transit's expense budget in 2005 is \$212.4 million, up \$8 million from the 2004 amended budget of \$204.3 million. Expense increases are in labor and fringe benefits reflecting the resumption of full operations after the conclusion of the 2004 work stoppage, increases in health care costs, and fuel and utilities expense.

#### ***Personnel***

Full-time equivalent positions reflected in the 2005 budget are:

Bus Operators	1,481.9
Mechanics: vehicle & facilities	481.1
Supervisory & Professional	274.6
Clerical	210.1
Police	<u>48.2</u>
<b>Total FTE</b>	<b>2,495.9</b>

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).

### **KEY WORK PROGRAM ACTIVITIES FOR 2005**

#### ***Ridership***

During the 2000/2001 biennium, the state legislature increased transit funding while challenging the Metropolitan Council to increase ridership. Metro Transit's share of the goal was 138 million rides. Metro Transit achieved and exceeded this biennium goal at over 147 million rides. In the succeeding biennium, faced with an economic downturn resulting in a state funding reduction and a need to increase fares, Metro Transit did not achieve the ridership increases needed to continue the effort to double the system by 2020. In 2004, Metro Transit experienced a work stoppage that ceased bus operations for 45 days. As a result, ridership dropped by nearly 28% in the first few weeks after resumption of service. Ridership has rebounded and is expected to return to pre-strike levels by March 2005. With the funding that is available, Metro Transit will maintain bus ridership at this level while endeavoring to structure routes and service to best meet customer demand. Anticipated ridership for 2005 is estimated at 66.3 million trips.

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 2005, key enhancements will include the implementation of the new Go-To fare collection system that will make boarding faster and easier. Additionally, this customer-oriented fare paying option will integrate with the Hiawatha Light Rail system and streamline administrative and accounting processes.

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In October 1998, Metro Transit introduced the MetroPass 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 revenues. As of August 2004, 97 companies are enrolled in the MetroPass program with over 106,000 eligible employees within these companies. Metro Transit generates more than \$11.5 million in annual revenue from the MetroPass program.

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.

#### ***Congestion Mitigation and Air Quality (CMAQ) Grants:***

Metro Transit participates in the federal CMAQ program that has the objective of improving the nation's air quality and managing traffic congestion. To this end Metro Transit is investing the grant funds to increase ridership and improve service through expansion of service and the study of demand:

- I-35W North Corridor will double rush hour express frequency, add reverse commute, midday and evening express bus service between downtown Minneapolis and 95<sup>th</sup> Ave. Park & Ride, County Road H Park & Ride, employers and local communities in the north metro area. This grant provides for operating costs and marketing of expanded service
- Sector 5 Transit Service Expansion will implement a restructured route network with key service strategies including a major improvement in the local grid regular route network, expanded peak-only commuter express service tied to expanded Park and Ride facilities in three congested highway corridors, and improved reverse commute transit. This grant provides for operating costs and marketing of expanded service and benefits the cities of Minneapolis, St. Paul, Edina, and Bloomington.

#### ***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 more than 937,000 State Fair rides in 2004, bringing 27% of all patrons to the State Fair.

#### ***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.

#### ***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. The next bus

## ***Metropolitan Council 2005 Adopted Unified Budget***

### ***Transportation Division - Metro Transit, Bus***

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replacement purchase is scheduled for 2006 delivery when another group of buses reaches 12-years of age.

In 2003, three Hybrid-Electric buses were introduced to Metro Transit's fleet. Manufactured by the Gillig Corporation, 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. The purchase of additional Hybrid buses is being considered for the future.

#### ***Public and Support Facilities***

In addition to the 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 FY 2005 bus operating budget provides funding to maintain current service levels. The budget projects revenues of \$212.4 million, and assumes a \$2.2 million use of reserves; expenditures of \$212.4 million and ridership of 66.3 million rides. The 2005 operating budget has a major focus on quality service in a customer-focused and efficient manner.

# ***Metropolitan Council 2005 Adopted Unified Budget***

## ***Transportation Division - Metro Transit, Bus***

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### **METRO TRANSIT - HIAWATHA LIGHT RAIL OPERATIONS**

#### ***INTRODUCTION***

##### **Hiawatha Light Rail Transit Project — Complete and Operating**

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 46 bus routes with connecting service and timed transfers at 13 light rail stations. Bus service provides neighborhood access to the LRT line and will facilitate cross-town and reverse commuting travel options. University of Minnesota express buses will connect to the Downtown East/Metrodome Station.

Early Operations Revenue Service began June 28, 2004 with 14 light rail vehicles delivered and commissioned for service. Rail operators, supervisors, control center managers, electro-mechanical technicians, traction power and SCADA specialists have completed testing and training on the vehicle, safety procedures, traction power, signals and communication systems required to operate from the Warehouse District Station to the Ft Snelling Station. In addition, ten members of the Metro Transit police were specifically trained in rail operations and deployed to safeguard the passengers and provide security to the new rail stations and provide random fare inspection of passengers.

Twenty-four Light Rail Vehicles have been commissioned for operation and the 1.4-mile HLRT Dual Tunnels open serving two Airport Stations and three stations in Bloomington. Park and Ride facilities at Fort Snelling and 28<sup>th</sup> Avenue in Bloomington will provide free day-commuter parking for approximately 1,500 automobiles.

#### **FINANCIAL ANALYSIS**

Full-time equivalent positions included in the 2005 budget are:

Rail Operators	38.6
Mechanics: vehicle & facilities	63.4
Supervisory & Professional	26.0
Clerical	8.0
Police	<u>13.0</u>
<b>Total FTE</b>	<b>149.0</b>

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).

#### **HIAWATHA LRT OPERATIONS FUNDING**

The State of Minnesota appropriated \$6.70 million to operate the Hiawatha LRT line for the 2004-2005 Biennium. This appropriation is to cover 50 percent of the operating costs after operating revenue and federal funds are used for light rail transit operations. The remaining 50 percent are to be funded by



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Hennepin County Regional Rail Authority (HCRRA). Long term funding discussions for the Hiawatha LRT line will continue during the 2005 State Legislative Session.

For the 2005 calendar year, passenger fares will generate \$5.9 million for rail operations. In addition, M.A.C. Airport Shuttle service will generate \$625 thousand contracted service revenue. Federal CMAQ grant funds will provide \$3.1 million to assist the rail system. The remaining \$7.8 million will be funded 50/50 by the State and HCRRA at \$3.9 million each. Reserves will provide \$499 thousand.

### **Metro Transit - Hiawatha Light Rail Transit Operations Sources and Uses of Funds, 2004-2005 (All values in millions of dollars)**

	<b>2004 Amended Budget</b>	<b>2005 Budget</b>
<b>UNDESIGNATED RETAINED EARNINGS – JAN. 1</b>	\$0.56	\$0.56
<b><u>SOURCES OF FUNDS:</u></b>		
Property Taxes/Transit Fund	--	--
Passenger Fares	\$1.53	\$5.99
State General Fund	3.39	3.91
Federal Funds + Capital	2.99	3.10
Hennepin County	3.39	3.91
Contracted Service	---	.62
Use of Reserve	---	.50
<b>Total Sources</b>	<b>\$ 11.30</b>	<b>\$ 18.03</b>
<b><u>USES OF FUNDS:</u></b>		
Salaries & Benefits	\$ 7.15	\$11.11
Materials & Supplies	1.22	1.29
All Other Expenses	2.68	4.70
Central Service Fees	0.25	.93
<b>Total Uses</b>	<b>\$ 11.30</b>	<b>\$ 18.03</b>
<b>SURPLUS / (DEFICIT)</b>	<b>---</b>	<b>---</b>
<b>UNDESIGNATED RETAINED EARNINGS – DEC. 31</b>	<b>\$ 0.56</b>	<b>\$ .06</b>

**Metropolitan Council  
2005 Proposed Operating Budget**

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**COMMUNITY DEVELOPMENT DIVISION**

# ***Metropolitan Council 2005 Adopted Unified Budget***

## ***Community Development Division***

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### **MISSION**

The mission of the Community Development Division is to provide high quality services in support of the development of coordinated plans, policies, and programs to guide the growth and shape the region's future; to administer sections of the Metropolitan Land Planning Act; to provide planning data and technical assistance to local communities; to identify and analyze strategic regional issues and solutions; 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 programs through the Metropolitan Housing and Redevelopment Authority and the other staff resources.

### **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 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.
- Regional citizens and visitors rely on the parks and opens 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 help in their search for affordable housing through existing Council rent assistance programs
- Information for targeted Council audiences and customers is accurately prepared and published in a timely manner.
- 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.
- Review and analysis of local comprehensive plan 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.

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## ***Community Development Division***

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- 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, state and local funding for tenant-based rent assistance programs maintain 100 percent use 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 one of four divisions of the Metropolitan Council. It has primary responsibility for the development and implementation of the *2030 Regional Development Framework*, administration of Land Planning Act sections, as well as housing and redevelopment activities. The division is organized into two departments:

**Planning and Growth Management**, which implements the Framework's growth management strategies through planning and technical assistance, parks and open space system planning, housing policy, research, and geographic information systems; and

**Housing and Livable Communities**, which administers the state Livable Communities Act programs, the Housing and Redevelopment Authority, and the Family Affordable Housing Program (FAHP).

### **FUNCTIONS**

Community Development Division is organized into the following work units.

- **Division Management:** Provide 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 and Growth Strategy:** Develop policy initiatives and effective outreach services to implement the *2030 Regional Development Framework's* regional growth strategies and align policy plans with the *Regional Development Framework*. Conduct long-range planning of the regional park system to meet the future needs of the region, review park master plans and manage the Capital Improvement Program (CIP).

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### ***Community Development Division***

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- **Planning and Technical Assistance:** Review and process comprehensive plans and amendments, environmental reviews and grant applications; provide technical assistance to local communities.
- **Research:** Provide reliable research to support policy development, produce data accessible to customers in the region.
- **Geographic Information Systems:** Support the Council's planning, transit and environmental services functions through Geographic Information System (GIS) technology, data and expertise.
- **Livable Communities:** Administer the Livable Communities Act programs.
- **Housing and Redevelopment Agency (HRA):** Administer federal, state and local tenant and project based rent assistance programs
- **Family Affordable Housing Program (FAHP):** Administer the Family Affordable Housing Program (FAHP).

#### **MAJOR 2005 POLICY INITIATIVES**

- Provide strategic leadership for implementation of *2030 Regional Development Framework with a focus on launching the statute-required update of local comprehensive plans..*
- Review and revise Division administrative procedures to ensure the stakeholders and general public can readily access and confidently respond to various information requirements.
- Provide data and analysis for Regional Policy Plan updates.
- Report on Regional Framework Benchmarks, recommending revisions to existing ones as appropriate.
- Provide enterprise-wide support of GIS activities to help increase productivity throughout the Council.
- Lease vacant units for Family Affordable Housing Program and maintain full occupancy.
- Support and facilitate the adoption of the *2005 Regional Recreation Open Space Policy Plan* update and the 2006-2011 Regional Parks Capital Improvement Program.
- 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.
- Identify means for utilization of the Natural Resources Inventory
- Collaborate with local jurisdictions to identify ways local plans and official controls can be adopted and maintained to provide for a variety of housing.
- Work in partnership with local units of government and funding agencies to implement the Metropolitan Livable Communities Act.
- Establish and implement proactive and continuing communications with counties and other appropriate units adjacent to and beyond the seven-county area.

# ***Metropolitan Council 2005 Adopted Unified Budget***

## ***Community Development Division***

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### **KEY 2005 WORK PROGRAM ACTIVITIES**

- **Division Management**
  - ✓ Provide strategic leadership for *2030 Regional Development Framework*.
  - ✓ Ensure policy alignment with operating units.
  - ✓ Support inter-governmental partnerships to implement key Council initiatives.
- **Regional Systems and Growth Strategy**
  - ✓ Coordinate Regional Development Framework policy with the Wastewater System plan and the 2005 Regional Recreation Open Space Policy Plan.
  - ✓ Coordinate the Natural Resources Task Force, and the Land Use Advisory Committee.
  - ✓ Develop and implement Framework policy recommendations.
  - ✓ Coordinate *Framework*-related local planning assistance to Council partners and stakeholders .
- **Parks and Open Space**
  - ✓ Coordinate the public involvement meetings on an updated *Regional Recreation Open Space Policy Plan* and 2006-2011 Regional Parks Capital Improvement Program, and coordinate the Council approval of these documents.
  - ✓ 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 Park System.
  - ✓ Issue updated system statements to local communities based on the updated *Regional Recreation Open Space Policy Plan's* regional park system plan.
  - ✓ 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 Park System.
  - ✓ Prepare the annual Regional Park System use estimate and conduct research on the demand for the Regional Park System.
  - ✓ Develop a methodology and possible programs for the utilization/implementation of the Natural Resources Inventory; and, collaborate with other governmental units and stakeholders in the region.
- **Research**
  - ✓ Prepare annual population and household estimates.
  - ✓ Develop annual employment estimates.
  - ✓ Provide Livable Communities Act Report Card to the legislature.
  - ✓ Monitor development along transit corridors.
  - ✓ Update forecasts for system statements.
  - ✓ Maintain a complete set of Development Framework Benchmarks; recommend revision of existing ones.
  - ✓ Produce studies, as warranted, of development, economic, housing and demographic trends in the seven-county region and adjacent counties.

## ***Metropolitan Council 2005 Adopted Unified Budget***

### ***Community Development Division***

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- ✓ Produce on-going reports: building permits, construction starts, quarterly economic indicators, fiscal disparities summary, Twin Cities area survey, etc.
- ✓ Contribute data and informational resources to the Local Planning Handbook update project.
- ✓ Staff the Council-wide e-government planning “roadmap” project
- **Geographic Information Systems (GIS)**
  - ✓ Interpret new 2005 Land Use data for use in local comprehensive plan updates.
  - ✓ Maintain Council GIS web pages.
  - ✓ Create an interactive natural resource mapping capability .
  - ✓ Implement support for development monitoring of land use.
  - ✓ Support GIS components of Metro Transit SmartCom project.
  - ✓ Identify and develop approved GIS resources for the on-line version of the Local Planning Handbook.
  - ✓ Support quarterly updates of GIS bus route data used for Transit Itinerary. Planning System, Bus Route Service Planning, and federal fixed guide-way reporting.
  - ✓ Assist Regional Maintenance staff in developing GIS and Web applications.
  - ✓ Complete regional solutions for five additional common priority information needs: 1) existing land use, 2) highways and roads, 3) addresses and related information, 4) parcels, and 5) socioeconomic characteristics of areas.
  - ✓ Use performance measures to gauge progress and enhance MetroGIS sharing efforts.
  - ✓ Maintain [www.MetroGIS.org](http://www.MetroGIS.org) and [www.datafinder.org](http://www.datafinder.org) web sites for access to organizational information and data on MetroGIS.
  - ✓ Determine the future direction and functions of MetroGIS after the basic data sets have been created.
- **Planning and Local Assistance**
  - ✓ Update and maintain local planning handbook and related data, with attention to the accuracy and timeliness of the versions published on the Council’s internet website.
  - ✓ 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 21<sup>st</sup> Century (TEA-21).
  - ✓ Provide technical support 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 program for local communities.
- **Livable Communities**
  - ✓ Administer Livable Communities Act Programs
    - Establish annual LCA fund distribution plan.

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## ***Community Development Division***

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- 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.
  - Monitor grant agreements.
  - Monitor and evaluate projects.
  - ✓ Provide staff support for Livable Communities Advisory Committee (LCAC).
  - ✓ Partner with Metropolitan Housing Implementation Group, Department of Employment and Economic Development, and other LCA partners.
  - ✓ Conduct reviews of housing elements of local comprehensive plan updates and amendments.
  - ✓ Evaluate and develop recommendation regarding possible partnership with McKnight Foundation on the Embrace Open Space activities.
  - ✓ Participate in the Minnesota Housing Finance Agency's Emerging Markets Homeownership Initiative Advisory Committee.
- **Housing and Redevelopment Authority (HRA)**
    - **Tenant-based Rent Assistance Programs**
      - ✓ Fully utilize all rent subsidy resources.
      - ✓ Continue implementation of Family Self-Sufficiency and Homesteps Pilot Homeownership Programs.
      - ✓ Continue implementation of improved quality control processes, procedures and internal controls.
      - ✓ Continue to identify and implement 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.
      - ✓ Review operating expenditures to ensure sufficient funds for program operations and identify potential cost saving measures.

### **FINANCIAL ANALYSIS OF DIVISION BUDGET**

#### **Expenditures**

The Community Development Division's total 2005 proposed operating expenditures are \$94,887,156. The breakdown is as follows:

Operating Expenditures	\$ 9,882,925
Debt Service	8,393,712
Pass-through	<u>76,610,519</u>
<b>Total</b>	<b>\$ 94,887,156</b>



## ***Metropolitan Council 2005 Adopted Unified Budget***

### ***Community Development Division***

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Operating expenditures are made up of \$5,029,220 for Planning, Technical Assistance, GIS, Research, Regional Growth Strategy, Parks, and Livable Communities; \$3,919,798 for the HRA and \$933,907 for the Family Affordable Housing Program (FAHP).

The 2005 budget assumes a staffing complement of 84.2 FTE.

Pass-through expenditures are made up of \$8,630,000 for Parks; \$52,430,519 for the HRA; and \$15,550,000 for grant programs authorized by the 1995 Livable Communities Act.

#### **Revenues**

HRA revenues come entirely from local, state and federal funding sources, whereas the Community Development Division's other functions are funded primarily through the local property tax levy.

#### **Livable Communities Fund**

An important function of the Community Development Division is to administer grant programs authorized by the 1995 Livable Communities Act. Under this statute, the Council established the Livable Communities Fund, which has three accounts:

- The **Tax Base Revitalization Account** helps cities clean up contaminated urban land and buildings for subsequent redevelopment that could include commercial, industrial, or housing opportunities. Restoring the tax base and developing more jobs near existing housing and services are a primary objective of this account.
- The **Livable Communities Demonstration Account** funds development and redevelopment projects that achieve connected development patterns that link housing, jobs and services, and maximize the development potential of existing infrastructure and regional facilities.
- The **Local Housing Incentives Account** helps expand life cycle and affordable rental and ownership housing development and preservation.

Grant commitments for 2005 are expected to total \$15,550,000.

**Metropolitan Council  
2005 Proposed Operating Budget**

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**REGIONAL ADMINISTRATION DIVISION**

# ***Metropolitan Council 2005 Adopted Unified Budget***

## ***Regional Administration***

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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 major priority for 2005 will be to continue support of the Council's operating units by providing high quality, cost effective services.

### **EXPECTED RESULTS**

- Leadership in anticipating changes and potential issues for the agency
- Facilitate continuous improvement of support services
- Customer service that builds effective partnerships and relationships
- Effective communication of the customer service and problem solving vision so it improves day-to-day service delivery.
- Integrated stakeholder and public involvement in regional decision making.

### **OVERALL TACTICAL GOALS**

- Assistance to the Council
- Implementation of Council priorities
- Implementation of performance measurement
- Improvement of organizational effectiveness and efficiency.

### **ORGANIZATION OF REGIONAL ADMINISTRATION**

Regional Administration includes the Office of the Chair and the Office of the Regional Administrator. The organization chart in the Mission 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    | • Fiscal Services/Central Services |
| • Program Evaluation & Audit | • Information Services             |
| • Government Affairs         | • Risk Management                  |
| • Public Affairs             | • Contracts and Procurement        |
| • Diversity                  | • Budget and Evaluation            |
| • Human Resources            |                                    |

Administrative services are provided to the business units on a cost reimbursement basis. Allocation of administrative costs is administered under procedures documented in the Council's Cost-Sharing System Guidebook. A portion of the administrative costs for

# ***Metropolitan Council 2005 Adopted Unified Budget***

## ***Regional Administration***

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Council-wide administrative duties not attributable to specific units are allocated to business units under 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 a 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 sharing administrative resources and system development costs Council-wide.

### **DEPARTMENTAL TACTICAL GOALS**

#### **LEGAL**

- Provide prompt advice to the Council to assist in compliance with all appropriate federal and state legal 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 Annual Audit Plan identifying activities to be audited through the use of a risk assessment ranking system.
- Conduct special audits and/or investigations at the request of the Regional Administrator, Council Chair, or the Audit Committee.
- Coordinate audit activities with the Minnesota State Auditor's staff, the Federal Transit Administration auditors, and other federal auditors.
- Utilize technology and audit software in auditing new computer systems in order to maximize auditing effectiveness.
- Assess control adequacy of current systems and new systems through on-going audits and reviews.
- Design and implement audit programs to verify and to assist operating management to comply with laws and regulations for new projects such as the Light Rail Transit project.

#### **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.

## ***Metropolitan Council 2005 Adopted Unified Budget***

### ***Regional Administration***

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- Assist with the development, writing and editing of the Council's regional systems 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.
- 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 Council compensation philosophy that allows the organization to attract and retain a skilled and productive workforce.
- Implement workforce planning initiatives for all Council divisions to retain current knowledge capital; develop recruitment strategies to obtain qualified candidates for anticipated openings; and, develop internal candidates for future leadership.
- Develop a benefits program strategy that supports and informs agreements with Council bargaining units.
- Complete integration and implementation of revised, Council-wide leave administration program

#### **FISCAL SERVICES**

- Identify and implement additional efficiencies in systems and processes to provide the most effective service to customers.
- Upgrade the PeopleSoft Financial system to version 8.8. Determine functionality to be implemented to increase productivity and improve service to customers.
- Evaluate process and system improvement possibilities in Accounts Receivable, Accounts Payable, and Payroll; including increased use of Electronic Funds Transfer (EFT).

# ***Metropolitan Council 2005 Adopted Unified Budget Regional Administration***

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## **INFORMATION SYSTEMS**

- 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.
- Enhance quality and efficiencies by improving the ability to successfully and consistently manage and implement projects, manage assets, and implement changes successfully.

## **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 internal 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.

## **FINANCIAL OVERVIEW OF REGIONAL ADMINISTRATION BUDGET**

Total budgeted 2005 expenditures for Regional Administration are \$29,996,756 of which \$24,801,270 (approximately 82 percent) is allocated to business units under Council cost sharing and allocation procedures.

Cost allocation to business units includes \$11.6 million for services directly provided to and funded by the operating divisions; and \$13.2 million allocated as residual or indirect charges to business units under cost allocation and federal OMB A-87 guidelines.

## **COMPARISON OF 2005 BUDGET TO 2004**

In total, the Regional Administration budget increases 2.6 percent in 2005 compared to the 2004 adopted budget. Salary and Benefit expenses increase 2.6 percent in 2005, largely driven by health insurance cost increases. Consultant and contractual service costs increase \$615 thousand (9 percent) driven primarily by a change in how outside

## ***Metropolitan Council 2005 Adopted Unified Budget***

### ***Regional Administration***

legal expense is budgeted. The decrease in Rent from 2004 reflects a reduction in operating costs resulting from competitive bidding for services, as well as a change in where MCES rent is budgeted. The MCES rent has been moved to that division's budget and does not indicate a real reduction in Council expense.

<b>Expenditures</b>	<b>2004 Budget Adopted</b>	<b>2005 Budget Adopted</b>	<b>2004 - '05 Percent Change</b>
Salaries & Benefits	\$ 17,291,788	\$ 17,746,589	2.6%
Consultants & Contract Svcs.	6,869,014	7,484,103	9.0%
Rent & Utilities	1,698,693	1,348,770	-20.6%
Other Direct Expenses	3,298,650	3,354,674	1.7%
Insurance	68,050	62,620	-8.0%
<b>Total</b>	<b>\$29,226,195</b>	<b>\$29,996,756</b>	<b>2.6%</b>
<b>Capital Outlay</b>	<b>\$2,643,440</b>	<b>\$1,780,793</b>	<b>-32.6%</b>

Capital outlays includes purchases of replacement of PC's and printers for Regional Administration, and implementation of firewall and security initiatives, as well as hardware needed for the upgrade of the PeopleSoft Financial system.

2005 Regional Administration department expenditure budgets compared to the 2004 adopted budget are displayed in the following table.

#### **Regional Administration Department Budgets**

<b>Unit</b>	<b>2004 Adopted</b>	<b>2005 Adopted</b>	<b>Percent Change</b>
General Counsel <sup>1</sup>	\$ 2,163,516	\$ 2,662,921	23.1%
Budget & Evaluation <sup>2</sup>	331,529	343,435	3.6%
Diversity	593,570	587,955	-0.9%
Fiscal / Central Services	3,857,647	3,762,641	-2.5%
Government Affairs	467,378	481,071	2.9%
Human Resources	4,274,201	4,371,596	2.3%
Information Services	11,879,844	12,032,277	1.3%
Offices of Chair & Regional Administrator	1,033,919	1,004,397	-2.9%
Program Evaluation & Audit <sup>3</sup>	442,335	548,974	24.1%
Public Affairs	2,063,140	2,036,947	-1.3%
Purchasing & Contract Services <sup>2</sup>	1,007,730	1,048,169	4.0%
Risk Management	1,111,386	1,116,373	0.4%
<b>Total Regional Administration</b>	<b>\$ 29,226,195</b>	<b>\$ 29,996,756</b>	<b>2.6%</b>

#### **Notes**

1. General Counsel budget increase due to change in how Outside Legal expenses are budgeted.
2. Change in 2005 benefits elections; IT internal equipment charges
3. Program Evaluation & Audit budget increase is comparison to reduced 2004 budget from attrition & retirement; 2005 budget reflects return to normal staffing levels.

**Metropolitan Council  
2005 Proposed Operating Budget**

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**BUDGET DEVELOPMENT**

**AND**

**ADOPTION PROCESS**



# ***Metropolitan Council 2005 Adopted Unified Budget***

## ***Budget Development and Adoption Process***

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### ***Introduction***

The Metropolitan Council budget is a unified operations budget that reflects all units and revenue sources. It is composed of four organizational units: Environmental Services Division, Transportation Division, Community Development Division, and Regional Administration. A separate capital improvement program and budget for 2005-2010 will also be prepared including major facilities primarily financed by means of long term debt.

The fiscal policies guiding development of the budget provide that the agency will be managed by retaining the individually organized and financed operating units, while providing centralized leadership and policy guidance. Fiscal management is centered in the Regional Administrator's Office and the Council's Management Committee.

The Council's budget addresses the overall vision and mission of the agency, which will guide the development of the 2005 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 that are based upon specific client relationships. 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. The Council's operating divisions develop their budget proposals in consideration of their clients service needs, respective funding sources, and Council policy.

### ***Budget Schedule***

During the early part of the year, the Council's operating divisions develop presentations and hold meetings with their constituent groups and stakeholders to receive comments on their portion of the Council's budget. In April, May and June the operating divisions review and discuss goals and strategies with their respective Council committee.

Proposed division budgets are reviewed with the Regional Administrator's Office during the second quarter. Division budgets are then presented to the Council committees. In June and July, the Environmental Services Division proposed budget is presented to the Council's Environment Committee, while the Transportation and Community Development budgets are presented respectively to the Council's Transportation and Community Development committees. The Council's Management Committee reviews the Regional Administration portion of the budget. In August, the Council is presented a preliminary unified budget for consideration and discussion and eventual adoption.

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

## ***Metropolitan Council 2005 Adopted Unified Budget Budget Development and Adoption Process***

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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.

On August 25, 2004, the Council approved the 2005 preliminary unified budget and proposed property tax levies including the Environmental Services Division budget and wastewater service fees. In September, the Council transmits to the State Department of Revenue and the county auditors the preliminary budget and proposed property tax levies in compliance with State Truth-in-Taxation and other statutory requirements. The State Department of Revenue determines whether or not the levies are within statutory levy limits. The county auditors then include the proposed levies in the Truth-in-Taxation certificates sent to metropolitan area households in November.

In October, the Council adopts a Public Hearing draft of the proposed budget. The Council will hold a Truth-in-Taxation public hearing on the proposed property tax levies December 1, 2004. Council adoption of the final 2005 Unified Budget occurred at the regular Council meeting of December 15, 2004.

### **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 five-year period; however, in the past, six-year CIP's have been prepared for the following periods: 2003-2008, 2004-2009 and the proposed CIP covering calendar years 2005-2010. The CIP and Annual Capital Budget 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 2005-2010 Capital Improvement Program (CIP) which details capital investments and financing;
- A fiscal impact assessment which considers 2005-2010 capital investments and financing within the context of the region's ability to pay; and
- A unified 2005 Capital Program and Budget with new multi-year capital program authorizations and 2005 capital expenditures.

**Metropolitan Council  
2005 Proposed Operating Budget**

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**APPENDICES**

**A. Passthrough Grant and Loan Programs**

**B. Proposed Capital Outlay**

**C. Interdivisional Cost Allocation Summary**

**D. Property Tax Levy Estimates**

**E. Budget by Fund**

**F. Service Level History Charts**

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

**G. Consultant Activity Report**

- 1) Environmental Services
- 2) Transportation
- 3) Community Development
- 4) Regional Administration

**METROPOLITAN COUNCIL  
GRANT AND LOAN PROGRAMS**

	<b>2001 Actual</b>	<b>2002 Actual</b>	<b>2003 Actual</b>	<b>2004 Budget</b>	<b>2004 Revised</b>	<b>2005 Budget</b>
<b>Passthrough Grant Programs:</b>						
<b>Passthrough Grant Revenues:</b>						
Property Taxes:						
Livable Communities Program	10,536,521	11,821,634	12,681,096	12,890,700	12,550,700	12,602,200
Highway Right-of Way Loan Program	920,036	2,589,462	2,919,939	2,696,100	2,566,100	2,577,300
Subtotal-Property Taxes	11,456,557	14,411,096	15,601,035	15,586,800	15,116,800	15,179,500
Federal:						
HUD Housing Assistance	31,160,625	41,447,367	44,804,366	43,500,652	43,500,652	49,034,585
National Park Service-MNRRRA	-	-	-	-	-	-
Subtotal-Federal	31,160,625	41,447,367	44,804,366	43,500,652	43,500,652	49,034,585
State:						
State HACA/Mkt Value Credit (Liv Communities)	1,099,678	539,170	385,138	-	340,000	500,000
State HACA/Mkt Value Credit (HROW)	217,181	205,230	146,482	-	130,000	200,000
Inclusionary Housing Appropriation	-	-	-	-	-	-
MHFA Housing Assistance	1,109,258	1,744,870	1,233,662	1,083,773	1,083,773	1,386,632
Transit Appropriation-Welfare to Work	-	-	-	-	-	-
Parks O&M Appropriation	6,982,677	9,143,291	8,630,000	8,630,000	8,630,000	8,630,000
MPCA Stream Monitoring	-	-	-	-	-	-
Subtotal-State	9,408,794	11,632,561	10,395,282	9,713,773	10,183,773	10,716,632
Local/Other Intergovernmental - HRA	1,045,475	1,542,991	1,579,802	1,711,602	1,711,602	2,009,302
Interest Income - Livable Communities	1,748,899	686,091	570,805	599,000	599,000	556,000
Interest Income - Highway Right-of-Way Loan Progra	551,384	156,259	75,759	87,000	87,000	88,000
Interest Income - Planning Assistance Loan Program	52,998	85,247	18,923	51,000	51,000	51,000
Interest Income - Planning Assistance Grant Program	7,358	-	-	-	-	-
Other Revenue - TCWQI	-	-	-	-	-	-
Total Current Revenues	55,432,090	69,961,612	73,045,972	71,249,827	71,249,827	77,635,019
Other Sources:						
Transfer to Metro HRA from Gen Fund	-	-	-	-	-	-
Transfer to Livable Comm from Solid Waste Cap	-	-	-	-	-	-
Transfer to Livable Comm from General Fund	1,000,000	1,810,000	1,000,000	1,000,000	1,000,000	1,000,000
Transfer from Transit Debt Service to Northstar Grant	-	-	-	-	2,500,000	-
Transfer to Planning Assist from Solid Waste Cap	-	-	-	-	-	-
Transfer to Highway ROW from Radio Board	(34,000)	-	-	-	-	-
Transfer to Transit for Livable Comm from T&TD Ad	1,000,000	-	375,649	-	-	-
Total Other Sources	1,966,000	1,810,000	1,375,649	1,000,000	3,500,000	1,000,000
<b>Total Revenues and Other Sources</b>	<b>57,398,090</b>	<b>71,771,612</b>	<b>74,421,621</b>	<b>72,249,827</b>	<b>74,749,827</b>	<b>78,635,019</b>

**Passthrough Grant Expenditures:**

Community Development:						
Housing Grants	33,083,245	44,735,228	47,617,830	46,296,027	46,296,027	52,430,519
Parks O&M Grants	6,982,677	9,143,291	8,630,000	8,630,000	8,630,000	8,630,000
Livable Communities Grants	13,798,086	14,709,364	14,354,449	16,605,000	16,605,000	15,400,000
Planning Assistance Grants	323,094	343,454	155,958	250,000	2,750,000	150,000
MNRRRA Planning Grants	-	-	-	-	-	-
Subtotal-Community Development	54,187,102	68,931,337	70,758,237	71,781,027	74,281,027	76,610,519
Transportation:						
Highway Right-of-Way Loans	-	-	-	-	-	-
Welfare to Work Grants	-	-	-	-	-	-
Transit for Livable Communities Grants	-	-	-	-	-	-
Subtotal-Transportation	-	-	-	-	-	-

**APPENDIX A**

**METROPOLITAN COUNCIL  
GRANT AND LOAN PROGRAMS**

	<b>2001 Actual</b>	<b>2002 Actual</b>	<b>2003 Actual</b>	<b>2004 Budget</b>	<b>2004 Revised</b>	<b>2005 Budget</b>
Environmental Services:	-	-	-	-	-	-
Stream Monitoring Grants	-	-	-	-	-	-
Subtotal-Environmental Services	-	-	-	-	-	-
Total Grant Expenditures	54,187,102	68,931,337	70,758,237	71,781,027	74,281,027	76,610,519
Other Uses:	-	-	-	-	-	-
Transfers to Other Funds	-	-	-	-	-	-
Total Expenditures and Other Uses	54,187,102	68,931,337	70,758,237	71,781,027	74,281,027	76,610,519
Revenues/Other Sources Over/(Under)	3,210,988	2,840,275	3,663,384	468,800	468,800	2,024,500
Expenditures/Other Uses	-	-	-	-	-	-
Changes in Fund Balance by Program:						
Metro HRA	-	-	-	-	-	-
Parks O&M	-	-	-	-	-	-
Planning Assistance	(262,738)	(258,207)	(137,035)	(199,000)	(199,000)	(99,000)
Livable Communities	1,587,012	147,531	658,239	(2,115,300)	(2,115,300)	(741,800)
Highway Right-of-Way	1,654,601	2,950,951	3,142,180	2,783,100	2,783,100	2,865,300
Welfare-to-Work	-	-	-	-	-	-
Stream Monitoring	-	-	-	-	-	-
Total	3,210,988	2,840,275	3,663,384	468,800	468,800	2,024,500

NOTE: Estimated 2004 revenues and expenditures are included along with the 2004 adopted budget.

**Environmental Services Grant Programs:**

Transfer to TCWQI from Envir Serv	(215,000)	-	270,000	-	-	-
Transfer to Metro Environ Partnership from Envir Ser	2,000,000	-	870,895	-	-	-
Total Revenues and Other Sources	1,785,000	-	1,140,895	-	-	-
<b>Expenditures</b>						
Twin Cities Water Quality Initiative Grants	966,819	1,151,436	1,291,303	2,000,000	2,000,000	-
Metro Environmental Partnership Grants	776,543	1,439,052	1,525,760	2,000,000	2,500,000	-
Total Expenditures	1,743,363	1,439,052	1,525,760	2,000,000	2,500,000	-
Revenues/Other Sources Over/(Under)	41,637	(1,439,052)	(384,865)	(2,000,000)	(2,500,000)	-
Expenditures/Other Uses	-	-	-	-	-	-

Revenues and expenditures reflected in Environmental Services operations budget section of consolidated reports.

APPENDIX A

METROPOLITAN COUNCIL  
GRANT AND LOAN PROGRAMS

	2001 Actual	2002 Actual	2003 Actual	2004 Budget	2004 Revised	2005 Budget
<b>Highway Right-of-Way Loan Program:</b>						
Certified Levy	1,142,446	2,822,906	3,142,643	2,803,379	2,803,379	2,803,379
Less: Market Value Credit Aid Reduction	-	-	50,801	67,735	67,735	-
Less: Uncollectible	5,229	28,214	25,421	39,544	39,544	26,079
Net Current Tax Receipts	1,137,217	2,794,692	3,066,421	2,696,100	2,696,100	2,777,300
Revenues:						
Property Taxes	920,036	2,589,462	2,919,939	2,696,100	2,566,100	2,577,300
State HACA Payments	217,181	205,230	146,482	-	130,000	200,000
Interest Income	551,384	156,259	75,759	87,000	87,000	88,000
Other Revenues	1,579	-	-	-	-	-
Total Revenues	1,690,180	2,950,951	3,142,180	2,783,100	2,783,100	2,865,300
Expenditures and Other Uses						
Grant Expenditures/Loan Forgiveness	-	-	-	-	-	-
Other Expenditures	-	-	2,640	-	-	-
Expenditures/Other Uses:	-	-	2,640	-	-	-
Revenues Over/(Under) Expenditures	1,690,180	2,950,951	3,139,540	2,783,100	2,783,100	2,865,300
Other Sources(Uses)						
Transfers From/(To) Other Funds	(34,000)	-	-	-	-	-
Revenues/Other Sources Over/(Under) Expenditures/Other Uses	1,656,180	2,950,951	3,139,540	2,783,100	2,783,100	2,865,300
Loan Activity:						
Loan Repayments	-	-	(730,776)	(2,573,717)	(565,036)	(2,853,582)
New Loans	4,333,115	6,876,243	839,311	3,555,000	4,875,000	7,150,000
Loans Outstanding, Year End	20,426,903	27,303,147	27,411,681	29,894,568	31,721,645	36,018,063
Funds Available for Loans, Year End	6,804,685	2,879,393	5,910,399	6,134,072	4,383,535	2,952,417

APPENDIX A

METROPOLITAN COUNCIL  
GRANT AND LOAN PROGRAMS

	2001 Actual	2002 Actual	2003 Actual	2004 Budget	2004 Revised	2005 Budget
<b>Planning Assistance Grant/Loan Program:</b>						
Revenues:						
Interest Income - Grant Program	7,358	-	-	-	-	-
Interest Income - Loan Program	52,998	85,247	18,923	51,000	51,000	51,000
Other Revenues	-	-	-	-	-	-
Total Revenues	60,356	85,247	18,923	51,000	51,000	51,000
Transfer from Solid Waste Capital Fund	-	-	-	-	-	-
Transfer from Livable Communities	-	300,000	-	-	-	-
Transfer from Transit Debt Service	-	-	-	-	2,500,000	-
Transfer from General Fund	-	-	-	-	-	-
Total Other Sources	-	300,000	-	-	2,500,000	-
Total Revenues and Other Sources	60,356	385,247	18,923	51,000	2,551,000	51,000
Expenditures:						
Grant Expenditures	323,094	343,052	155,599	250,000	2,750,000	150,000
Other Expenditures	-	402	359	-	-	-
Total Expenditures	323,094	343,454	155,958	250,000	2,750,000	150,000
Revenues/Other Sources Over/(Under)	(262,738)	241,793	(512,684)	(199,000)	(199,000)	(99,000)
Expenditures/Other Uses						
Fund Balance, Year End	997,122	1,238,915	726,231	840,915	527,231	428,231
Loan Activity:						
Loan Repayments	(161,959)	(41,865)	(47,065)	(108,565)	(94,032)	(91,865)
New Loans	59,000	26,000	48,300	100,000	75,000	75,000
Loans Outstanding, Year End	167,458	151,593	152,828	231,725	133,796	116,931
Funds Available for Loans, Year End	789,779	1,087,322	573,403	609,190	393,435	311,300

**METROPOLITAN COUNCIL  
GRANT AND LOAN PROGRAMS**

	<b>2001 Actual</b>	<b>2002 Actual</b>	<b>2003 Actual</b>	<b>2004 Budget</b>	<b>2004 Revised</b>	<b>2005 Budget</b>
<b><u>Livable Communities Grant/Loan Program:</u></b>						
Certified Levy	11,675,781	12,418,782	12,418,782	13,259,070	13,259,070	13,259,070
Less: Market Value Credit Aid Reduction	-	-	133,509	178,012	178,012	-
Less: Uncollectible	39,582	57,979	59,327	115,358	115,358	81,870
Net Current Tax Receipts	11,636,199	12,360,803	13,066,234	12,890,700	12,890,700	13,102,200
Revenues:						
Property Taxes	10,536,521	11,821,634	12,681,096	12,890,700	12,550,700	12,602,200
State HACA Payments	1,099,678	539,170	385,138	-	340,000	500,000
State Appropriation	-	-	-	-	-	-
Interest Income	1,748,899	686,091	570,805	599,000	599,000	556,000
Other Revenues	-	-	-	-	-	-
Total Revenues	13,385,098	13,046,895	13,637,039	13,489,700	13,489,700	13,658,200
Other Sources:						
Transfer from Solid Waste Capital Project Fund	-	-	-	-	-	-
Transfer from Transit Development Fund	1,000,000	-	375,649	-	-	-
Transfer from General Fund	1,000,000	1,810,000	1,000,000	1,000,000	1,000,000	1,000,000
Total Other Sources	2,000,000	1,810,000	1,375,649	1,000,000	1,000,000	1,000,000
Total Revenues and Other Sources	15,385,098	14,856,895	15,012,688	14,489,700	14,489,700	14,658,200
Expenditures:						
Grant Expenditures	13,798,086	14,709,364	14,354,449	16,605,000	16,605,000	15,400,000
Other Expenditures	-	-	-	-	-	-
Total Expenditures	13,798,086	14,709,364	14,354,449	16,605,000	16,605,000	15,400,000
Other Uses:						
Transfers of Interest Earnings to General Fund	-	-	-	-	-	-
Total Other Uses	-	-	-	-	-	-
Total Expenditures and Other Uses	13,798,086	14,709,364	14,354,449	16,605,000	16,605,000	15,400,000
Revenues/Other Sources Over/(Under)	1,587,012	147,531	658,239	(2,115,300)	(2,115,300)	(741,800)
Expenditures/Other Uses	-	-	-	-	-	-
Fund Balance, Year End	32,152,678	32,300,209	32,958,448	27,881,909	30,843,148	30,101,348
Grant Expenditures by Category:						
Tax Base Revitalization Account	4,711,260	5,005,532	4,361,033	5,940,000	5,940,000	5,200,000
Livable Communities Demonstration Acct	6,299,213	6,965,319	8,035,779	8,855,000	8,855,000	8,500,000
Local Housing Initiatives Program	216,329	2,035,796	1,857,637	1,535,000	1,535,000	1,500,000
Inclusionary Housing Account	2,571,284	702,716	100,000	275,000	275,000	200,000
Total Grant Expenditures	13,798,086	14,709,364	14,354,449	16,605,000	16,605,000	15,400,000
Grant Awards by Category:						
Tax Base Revitalization Account	5,300,000	5,300,000	5,100,000	5,100,000	5,300,000	5,100,000
Livable Communities Demonstration Acct	7,900,000	8,785,000	6,504,195	7,800,000	7,800,000	7,800,000
Local Housing Initiatives Program	1,900,000	1,725,000	2,185,000	1,400,000	1,400,000	1,500,000
Inclusionary Housing Account	-	-	-	-	-	-
Total Grant Awards	15,100,000	15,810,000	13,789,195	14,300,000	14,500,000	14,400,000



# METROPOLITAN COUNCIL CAPITAL OUTLAY SOURCES OF FUNDS AND EXPENDITURES

## APPENDIX B

	2005 Budget	2006 Projected	2007 Projected	2008 Projected	2009 Projected
<b>SOURCES OF FUNDS</b>					
Environmental Sewer Service Fees	\$1,344,965	\$97,500	\$36,000	\$36,000	\$36,000
Transportation Current Operating Revenues	\$63,148				
* Regional Administration User Charges	\$335,828	\$310,000	\$96,500	\$101,500	\$86,500
HRA Fund	\$36,852				
Fund Balance-Capital	\$0				
<b>TOTAL SOURCES OF CAPITAL FUNDS</b>	<b>\$1,780,793</b>	<b>\$407,500</b>	<b>\$132,500</b>	<b>\$137,500</b>	<b>\$122,500</b>
<b>CAPITAL OUTLAYS-BY DIVISION &amp; PROGRAM</b>					
<b>INFORMATION SERVICES</b>					
<b>COMMUNITY DEVELOPMENT</b>					
GIS Magnetic Disk Drive	\$10,000				
GIS Fleet Management of Computers	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500
GIS Laser Printer			\$10,000		
GIS Plotter				\$15,000	
GIS Server & Disk		\$80,000			
Ortho Imagery					
<b>Subtotal Community Development</b>	<b>\$12,500</b>	<b>\$82,500</b>	<b>\$12,500</b>	<b>\$17,500</b>	<b>\$2,500</b>
<b>REGIONAL ADMINISTRATION</b>					
Infrastructure Break/Fix	\$50,000				
PC Refresh	\$30,000				
Laptops	\$14,000				
Printers	\$39,600				
<b>Subtotal Regional Administration (010)</b>	<b>\$133,600</b>				
Communications Dept Upgrade	\$16,185				
File Server Consolidation	\$250,000				
Network Monitoring & Asset Management Software	\$225,000				
Server Upgrades (Test & Production)					
DMZ / Internet Security	\$250,000				
e-Application Toolset	\$250,000				
WINTTEL Break/fix	\$40,000				
RS6000/AIX Break/fix	\$50,000				
Document Management					
QA Change Mgmt Software Tools	\$140,000				
Data Integration & Reporting Tools					
Psoft Financial Upgrade - Oracle Licensing	\$60,000				
Psoft Financial Upgrade - Consulting	\$25,000				
Psoft Financial Upgrade - Hardware					
e-HRIS Stuff					
Telephone System Upgrades					
AIX Upgrade					
Oracle Licenses for e-deployment					
	\$1,306,185				
Less: MT Capital Portion	(\$653,093)				
<b>Subtotal Regional Administration (040)</b>	<b>\$653,093</b>				
<b>CENTRAL SERVICES</b>					
MEARS PARK FURNITURE & EQUIPMENT	\$126,000	\$325,000	\$120,000	\$120,000	\$120,000
Less: MCES portion	-\$37,800	-\$97,500	-\$36,000	-\$36,000	-\$36,000
<b>Subtotal Central Services</b>	<b>\$88,200</b>	<b>\$227,500</b>	<b>\$84,000</b>	<b>\$84,000</b>	<b>\$84,000</b>
<b>ENVIRONMENTAL</b>					
Capital Equipment	\$850,000				
MEARS PARK FURNITURE & EQUIPMENT	\$37,800	\$97,500	\$36,000	\$36,000	\$36,000
<b>Subtotal Environmental Services</b>	<b>\$887,800</b>	<b>\$97,500</b>	<b>\$36,000</b>	<b>\$36,000</b>	<b>\$36,000</b>
<b>TRANSPORTATION SERVICES - Computers/Printers</b>	<b>\$5,600</b>				
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$1,780,793</b>	<b>\$407,500</b>	<b>\$132,500</b>	<b>\$137,500</b>	<b>\$122,500</b>

**METROPOLITAN COUNCIL  
INTERDIVISIONAL COST ALLOCATION SUMMARY**

**APPENDIX C**

<b>2005 Adopted Budget</b>	<b>MCES</b>	<b>Metro Transit (Including LRT)</b>	<b>Metropolitan Transit Services</b>	<b>Regional Administration</b>	<b>HRA</b>	<b>Total</b>
Assigned Charges from Admin. Support Units	\$4,396,288	\$7,318,757	\$645,358	\$2,530,596	\$269,695	\$15,160,694
Central Support Units Corp. and Mears Park Alloc.	\$5,095,177	6,392,715		\$3,381,774		\$14,869,665
A-87 Allocation, Based on Federal Guidelines			\$205,262	(\$685,567)	\$480,305	
<b>Subtotal</b>	<b>\$9,491,465</b>	<b>\$13,711,472</b>	<b>\$850,620</b>	<b>\$5,226,803</b>	<b>\$750,000</b>	<b>\$30,030,359</b>
Capital Items	\$1,344,965		\$63,148	\$335,828	\$36,852	\$1,780,793
Planning Chargebacks	\$111,000	\$97,000	\$347,534	(\$555,534)		
<b>Total</b>	<b>\$10,947,430</b>	<b>\$13,808,472</b>	<b>\$1,261,302</b>	<b>\$5,007,097</b>	<b>\$786,852</b>	<b>\$31,811,152</b>

**Description of Allocations**

Assigned charges from administrative support units are charges to business units for support services provided by central office units. When staff within support units provide services that directly benefit a specific business unit, such as Environmental Services, the costs of providing that service are charged to that business unit.

Central Support, Corporate and Mears Park Allocations are support services costs that benefit more than one cost objective and are not readily assignable to a particular business unit without effort disproportionate to the results. These costs are allocated to divisions based on procedures and steps detailed in the Council's Cost-Sharing System Guidebook.

Federal A-87 Cost Allocation Guidelines for Federal Grant Recipients. Principles for determining the allowable costs incurred by federally funded programs. The principles outline allowable and unallowable costs and means of allocation. The principles provide that federal awards bear their fair share of costs recognized under these principles. Federally funded Council programs affected include the HRA and Transportation and Transit Development.

Chargeback of planning support to business units. A portion of the cost of planning functions that benefit specific business functions are allocated to business units. Planning activities that are charged include the preparation of population, household and employment forecasts and estimates; referral reviews; and geographic information systems work.

**METROPOLITAN COUNCIL**  
**PAYABLE 2005 FINAL CERTIFIED PROPERTY TAX LEVIES**

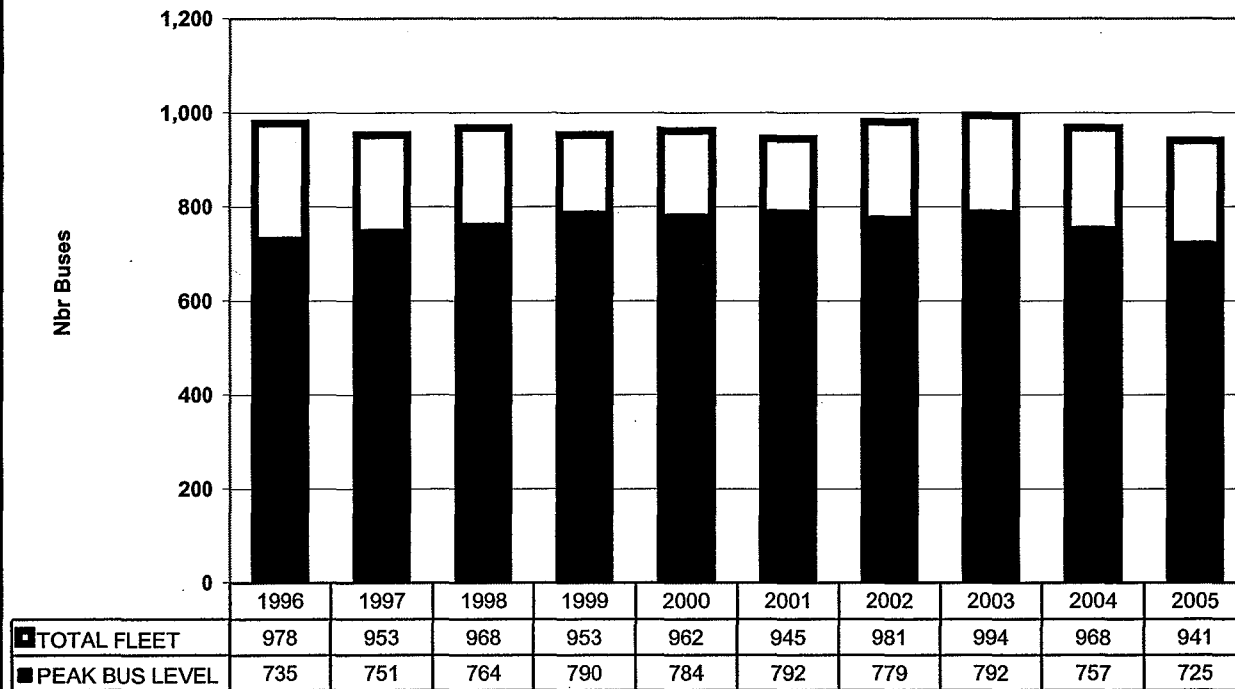
Purpose of Tax Levy	Actual	Payable 2005 Levy	2004-2005 Change		Comments
	Payable 2004 Levy		Amount	Percent	
General					
General Operations	9,300,000	9,300,000	-		
Livable Communities	1,000,000	1,000,000	-		
Subtotal-General	10,300,000	10,300,000	-		
Highway Right-of-Way	2,803,379	2,803,379	-		Levy limit of \$2,828,379, no change from 2004
Livable Communities					
Tax Base Revitalization-Fiscal Disp	5,000,000	5,000,000	-		Levy limit of \$5,000,000
Demonstration Account	8,184,070	8,184,070	-		Levy limit of \$8,259,070, no change from 2004
Subtotal-Livable Communities	13,184,070	13,184,070	-		
Sewer Deficiency	-	-	-		
Subtotal - Non Debt	26,287,449	26,287,449	-		
Debt Service:					
Solid Waste	76,904	-	(76,904)	-100.00%	
Parks and Open Space	7,594,060	7,685,863	91,803	1.21%	Includes bond issue of \$6.0 million in early 2005
Transit	35,574,714	36,259,610	684,896	1.93%	Includes bond issue of \$32.0 million in early 2005
800 Megahertz Radio	416,283	414,971	(1,313)	-0.32%	
Subtotal - Debt Service	43,661,961	44,360,443	698,483	1.60%	
Total - All Council Levies	69,949,410	70,647,892	698,483	1.00%	

**METROPOLITAN COUNCIL  
2005 SUMMARY BUDGET BY FUND  
ALL BUDGETED FUNDS**

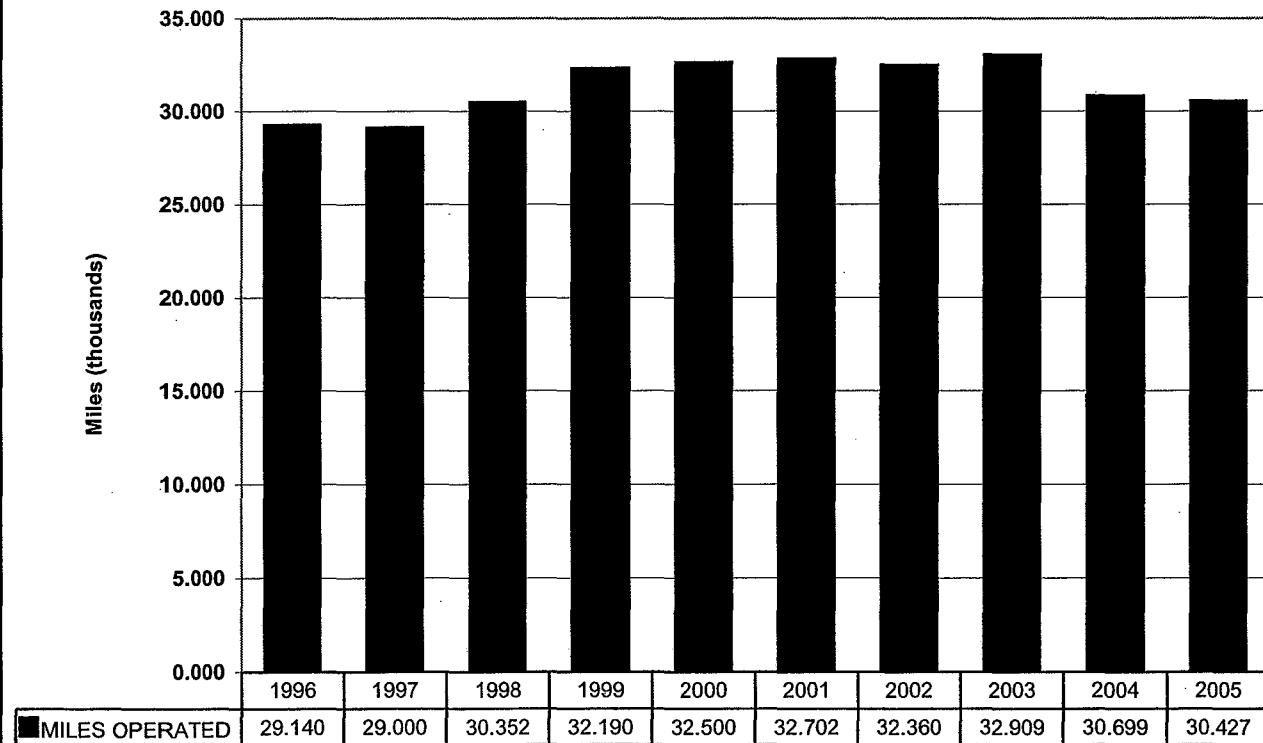
**APPENDIX E**

	GENERAL FUND	SPECIAL REVENUE FUNDS	DEBT SERVICE FUNDS	ENTERPRISE FUNDS	TOTAL
<b>EXTERNAL REVENUE</b>					
Property Tax	\$9,497,000	\$15,179,300	\$41,581,800		\$66,258,100
State Revenue	\$9,330,000	\$60,404,512	\$2,335,000	\$132,785,184	\$204,854,696
Federal-Operating		\$65,158,322		\$18,835,304	\$83,993,626
Local	79,322	\$842,575		\$3,909,184	\$4,831,081
Sewer Service Charges			\$41,502,000	\$96,998,000	\$138,500,000
Industrial Strength Charges				\$9,519,500	\$9,519,500
Passenger Fares		\$2,636,578		\$64,429,214	\$67,065,792
Contract & Special Event Revenue		\$2,216,025		\$6,121,085	\$8,337,110
Interest	\$532,500	\$1,135,000	\$228,000	\$1,200,000	\$3,095,500
Other		\$2,963,113		\$1,822,987	\$4,786,100
Total Revenue	\$19,438,822	\$150,535,425	\$85,646,800	\$335,620,458	\$591,241,505
<b>OTHER SOURCES:</b>					
SAC Transfers			31,943,000		\$31,943,000
Designated Reserves		1,253,410		2,693,327	\$3,946,737
<b>TOTAL OTHER SOURCES</b>		\$1,253,410	\$31,943,000	\$2,693,327	\$35,889,737
<b>EXPENDITURES</b>					
Salaries & Benefits	\$21,995,573	\$5,886,367		\$236,735,908	\$264,617,848
Contracted Services	\$7,717,903	\$2,208,228		\$12,645,155	\$22,571,286
Materials & Supplies				\$14,992,835	\$14,992,835
Chemicals				\$5,347,315	\$5,347,315
Utilities				\$18,455,866	\$18,455,866
Rent	\$1,568,520	\$348,627			\$1,917,147
Insurance	\$62,620	\$115,500		\$3,371,099	\$3,549,219
Other Direct Expenses	\$3,714,963	\$2,543,723		\$18,604,605	\$24,863,291
Transit Programs		\$66,644,725			\$66,644,725
Passthrough Grant & Loan Programs	\$8,630,000	\$67,980,519		\$1,250,000	\$77,860,519
Transit Expansion		\$2,636,578			\$2,636,578
Expense Reduction Final Budget					
Capital Expenditures		\$1,780,793		\$1,255,100	\$3,035,893
Debt Service Expenditures			\$122,163,712		\$122,163,712
Total Expenditures	\$43,689,579	\$150,145,060	\$122,163,712	\$312,657,883	\$628,656,234
<b>INTERDIVISION EXPENSE ALLOCATION</b>					
Assigned Residual Charges-Central Support Units	(\$23,202,936)	\$1,600,620		\$23,202,936	\$1,600,620
Capital Expense Allocation	(\$1,600,620)	(\$850,000)		\$1,344,965	(\$1,105,655)
Transfers from Other Funds		\$500,000	(280,000)		\$220,000
Other Fund Transfers	\$1,100,000	(\$1,500,000)		(100,000)	(\$500,000)
Planning Chargeback Exp Allocation		(\$147,431)		\$208,000	\$60,569
Planning Chargeback Revenue in CDD	(\$555,534)				(\$555,534)
<b>TOTAL ALLOCATIONS</b>	(\$24,259,090)	(\$396,811)	(\$280,000)	\$24,655,901	(\$280,000)
	\$19,430,489	\$149,748,249	\$121,883,712	\$337,313,784	\$628,376,234
	\$8,333	\$2,040,586	(\$4,293,912)	\$1,000,000	(\$1,244,992)

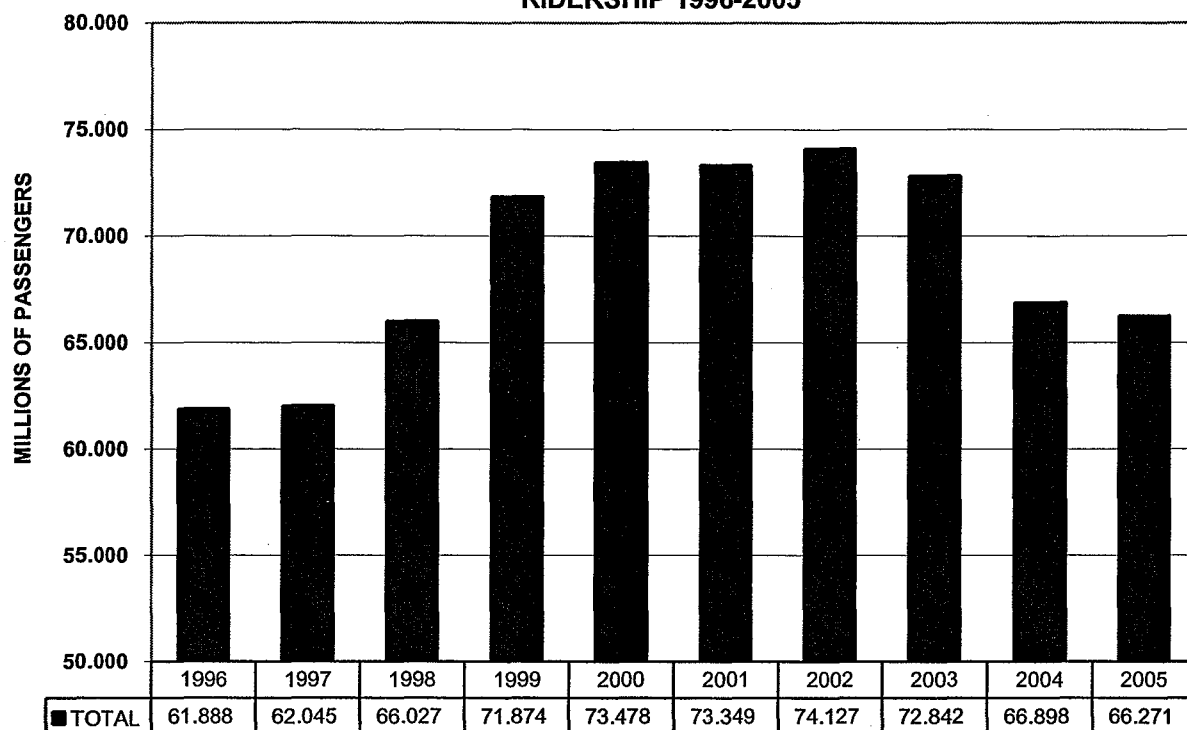
**METRO TRANSIT  
FLEET SIZE AND PEAK BUS LEVEL 1996-2005**



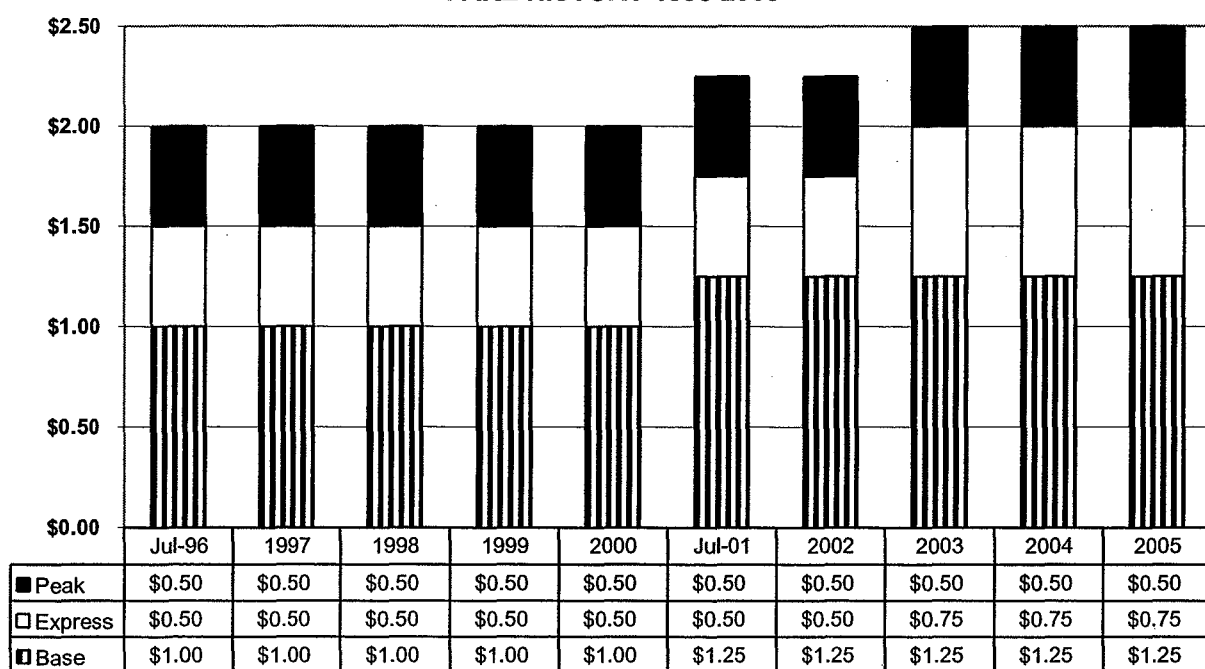
**METRO TRANSIT  
TOTAL MILES OPERATED 1996-2005**



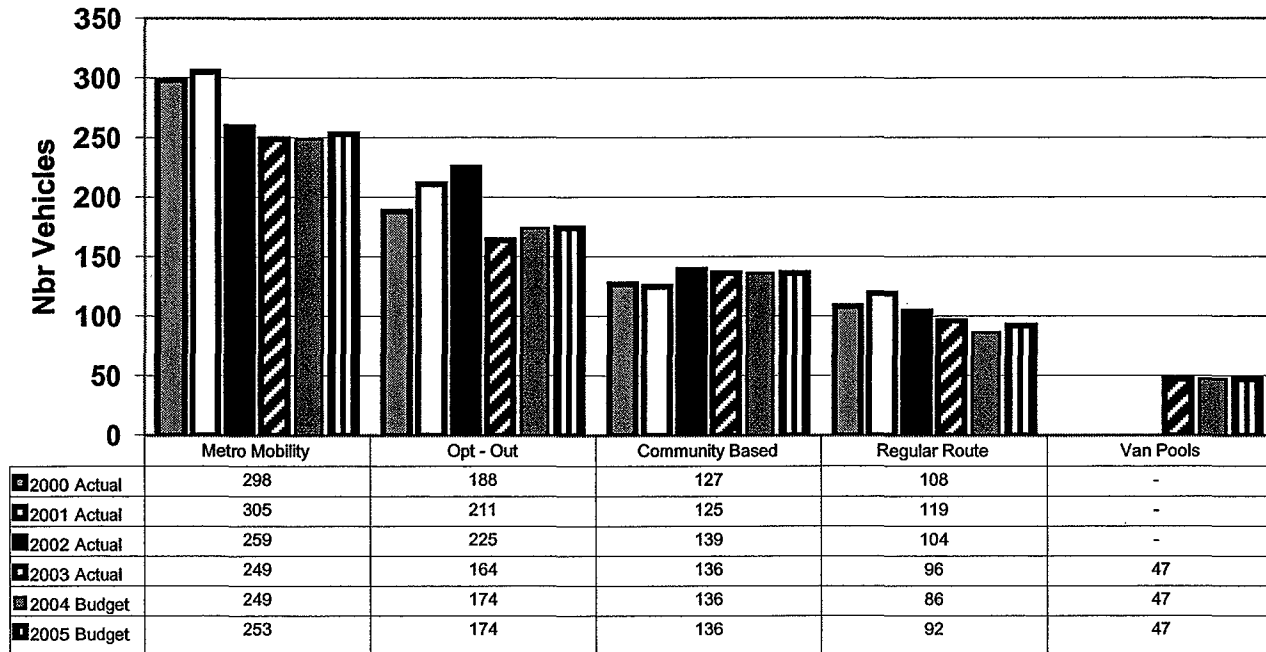
**METRO TRANSIT  
RIDERSHIP 1996-2005**



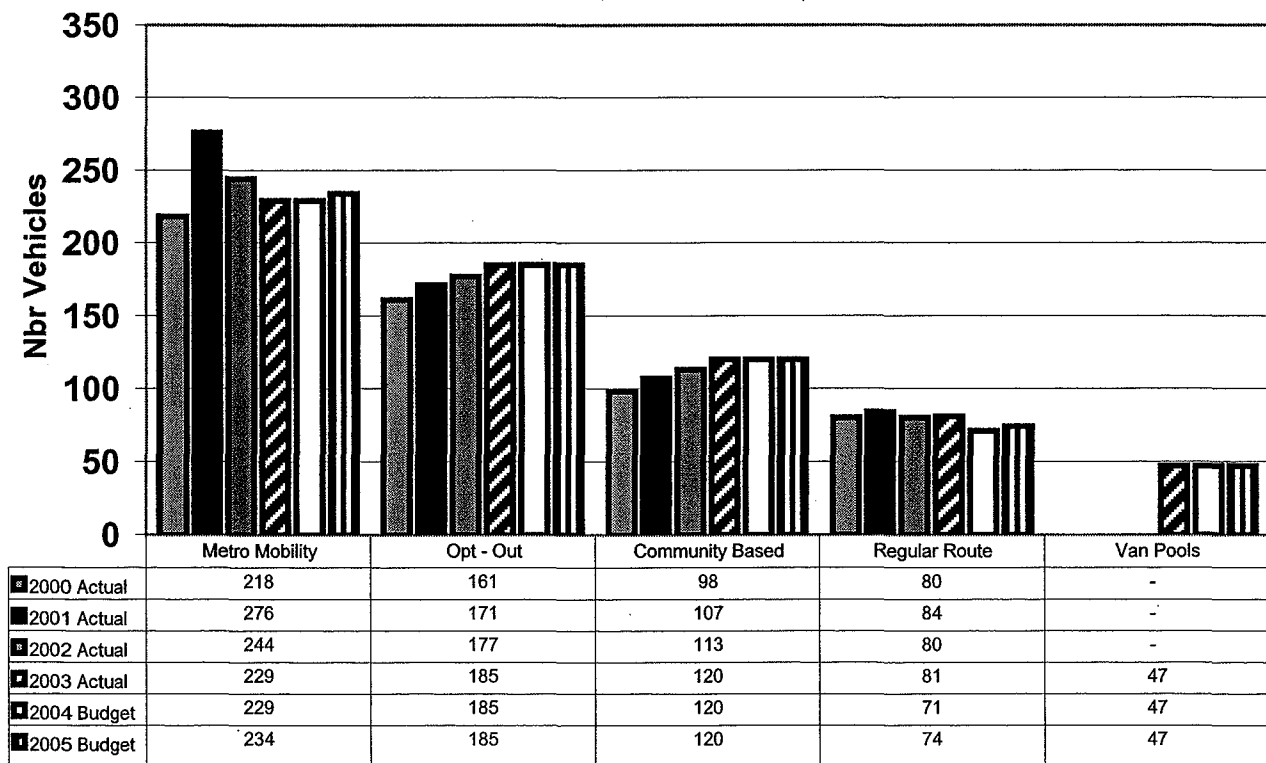
**METRO TRANSIT  
FARE HISTORY 1996-2005**



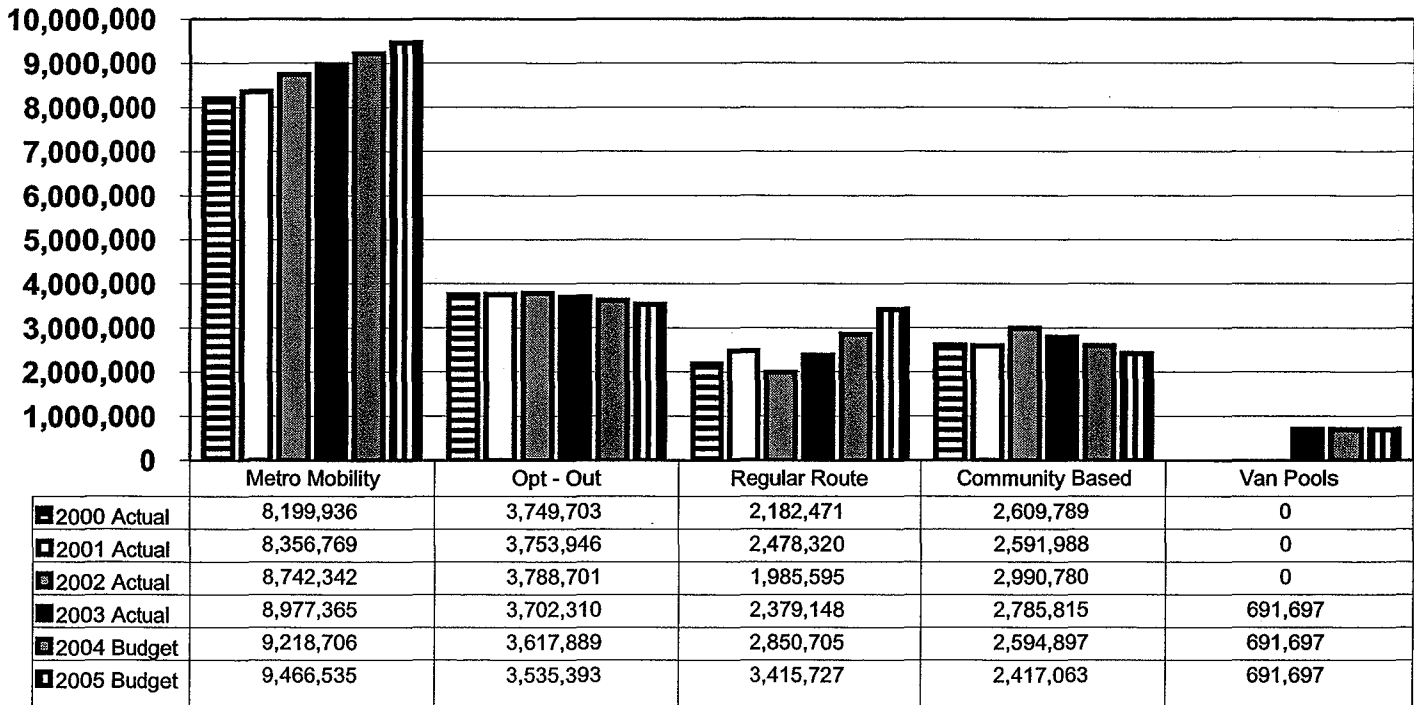
**Metropolitan Transportation Services  
Maximum Vehicles 2000-2005**



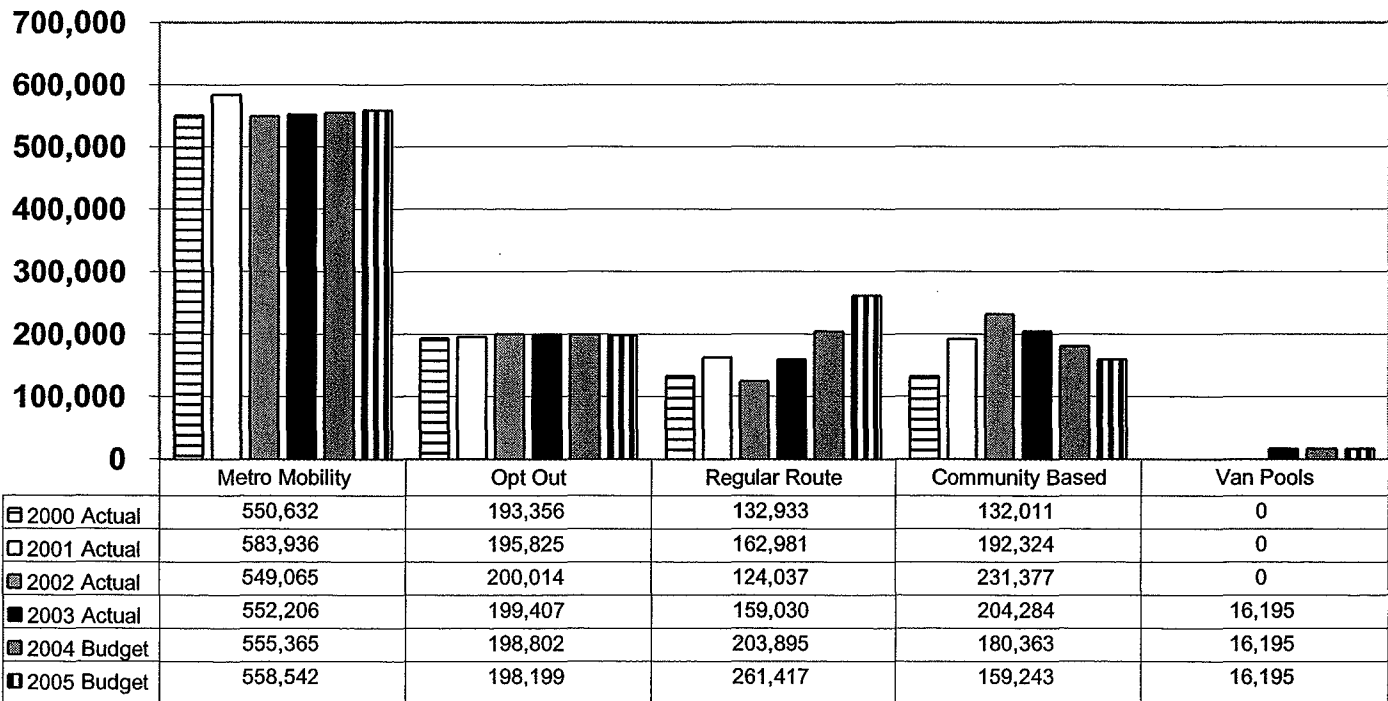
**Metropolitan Transportation Services  
Peak Vehicles 2000-2005**



### Metropolitan Transportation Services Revenue Miles

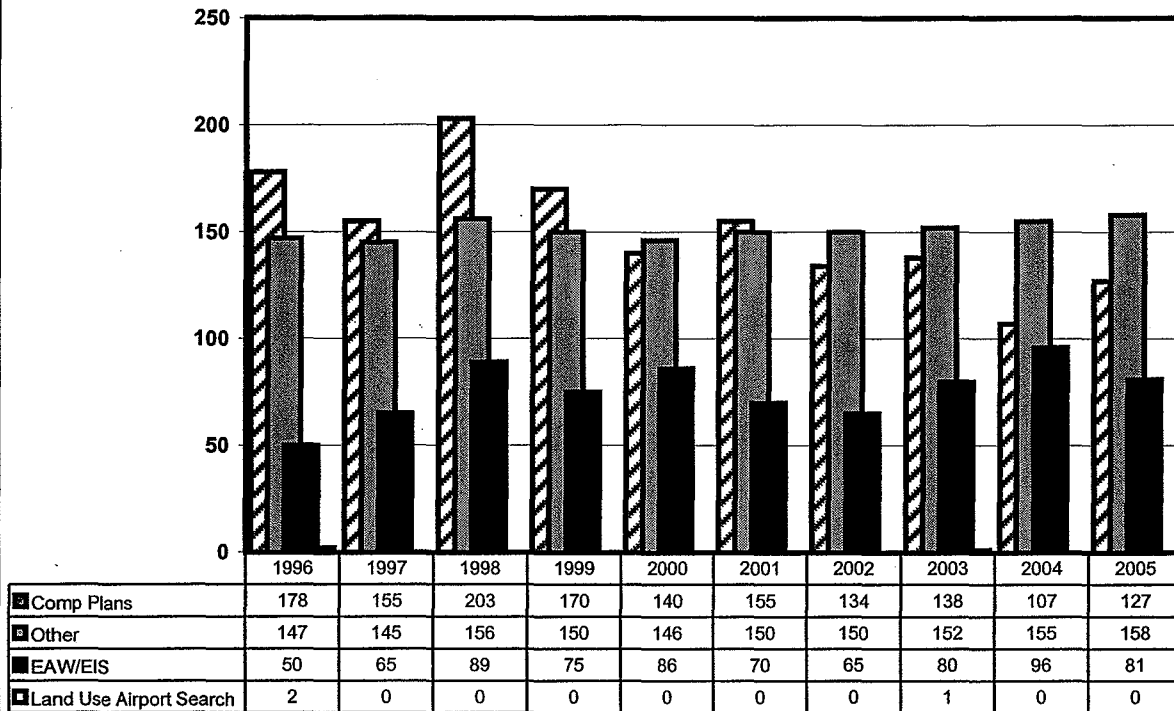


### Metropolitan Transportation Services Revenue Hours

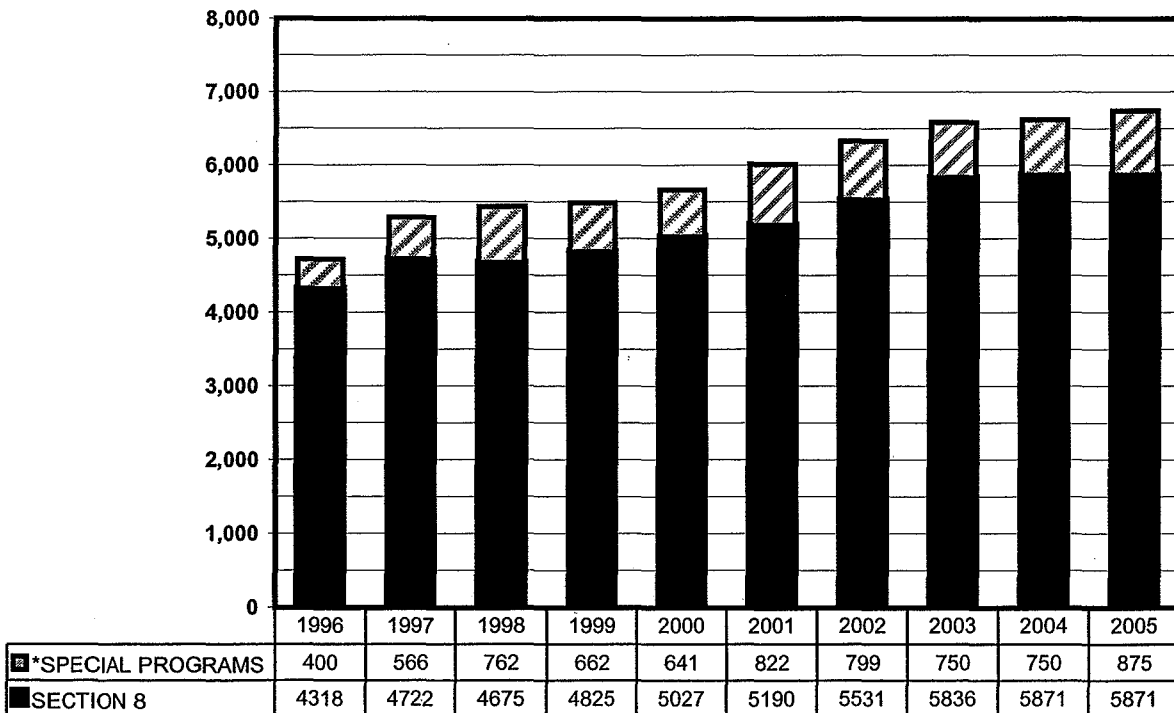




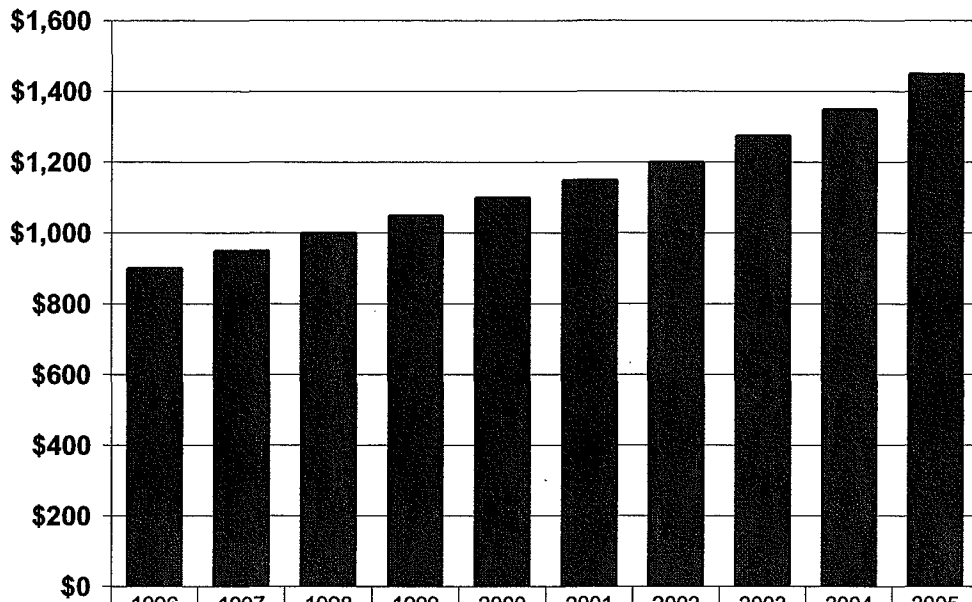
### OFFICE OF PLANNING & TECHNICAL ASSISTANCE REVIEWS AND REFERRALS



### NUMBER OF HRA ASSISTED HOUSEHOLDS

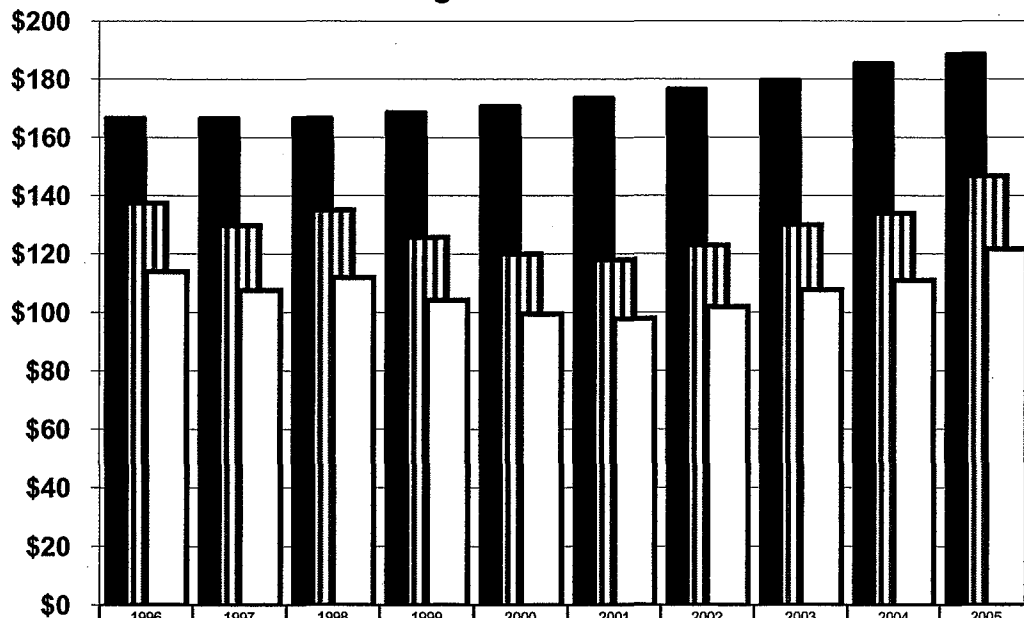


### Wastewater Services Service Availability Standard Charge per Unit



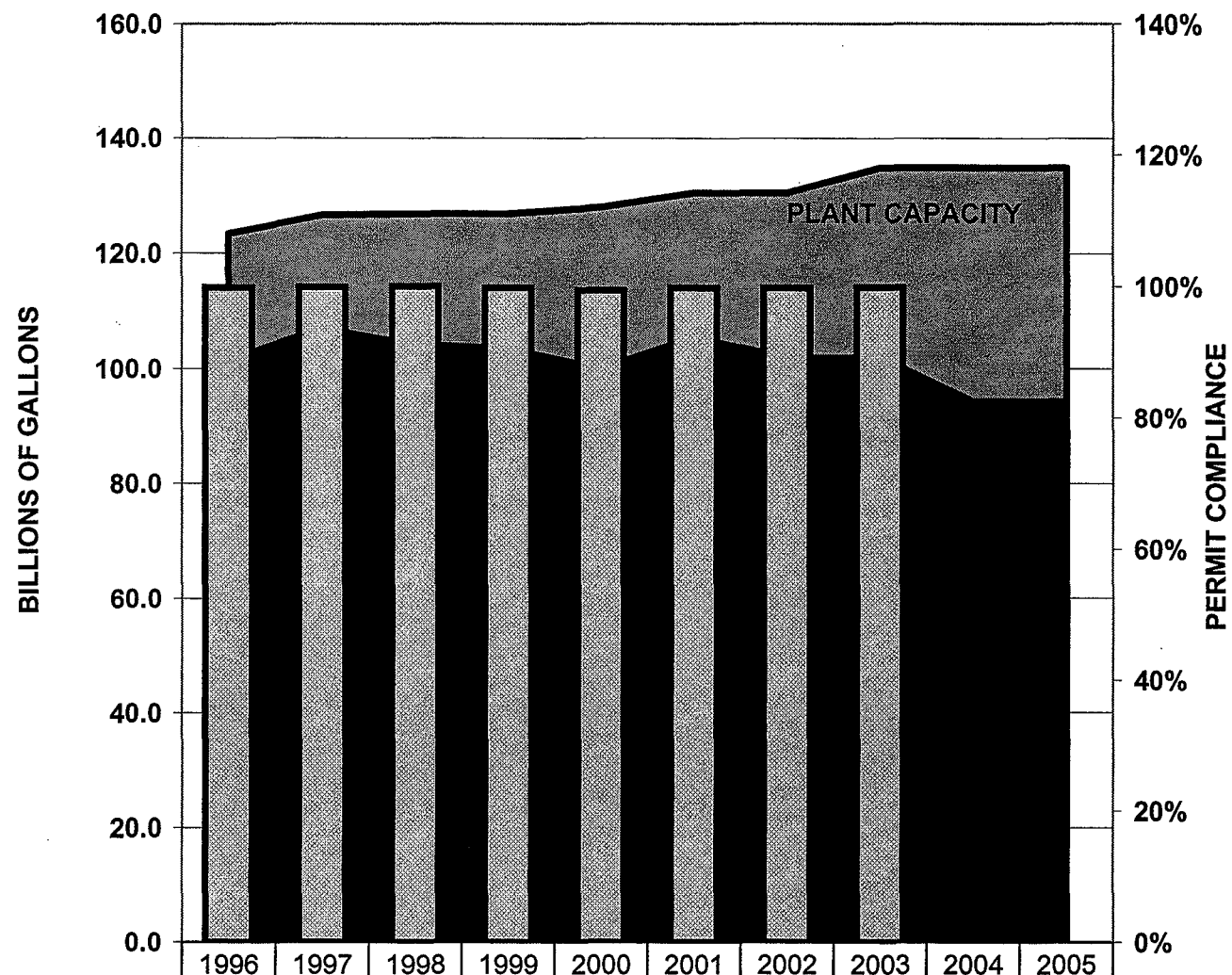
Residential Equivalent Connection Fee	\$900	\$950	\$1,000	\$1,050	\$1,100	\$1,150	\$1,200	\$1,275	\$1,350	\$1,450
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### Wastewater Services Average Costs



Average Household Retail Cost	\$167.00	\$167.00	\$167.00	\$169.00	\$171.00	\$174.00	\$177.00	\$180.00	\$186.00	\$189.00
Rate per 100,000 Gallons(Final)	\$137.47	\$129.82	\$135.00	\$125.70	\$120.00	\$118.00	\$123.00	\$130.00	\$134.00	\$146.72
Average Wholesale Cost per Household (Est.)	\$113.94	\$107.62	\$111.91	\$104.20	\$99.48	\$97.82	\$101.96	\$107.76	\$111.08	\$121.63

## QUALITY COLLECTION AND TREATMENT OF WASTEWATER



■ W.WATER TRTMNT PLNT CAP	123.37	126.63	126.84	126.84	128.00	130.50	130.50	134.90	134.90	134.90
■ ANNUAL FLOW VOLUME	101.60	106.97	104.20	103.50	100.10	105.50	102.00	102.00	94.40	94.40
■ PERMIT COMPLIANCE	99.8%	99.9%	100.0	99.8%	99.4%	99.8%	99.8%	99.9%		

## **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 - \$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.

# ***Metropolitan Council 2005 Unified Budget, Report on Consultant & Contractual Services Activities***

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## ***Appendix G***

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 report consists of a summary and supporting schedules presented by year for 2003, 2004 (partial year) and 2005. There are two tables each for calendar years 2003 and 2004 - a table for Contracts \$50,000 or Greater and a table for Contracts less than \$50,000. Purchases under \$2,500, which are considered micro purchases, are not individually listed but are summarized as a line item within the less than \$50,000 schedule.

The schedules for 2003 and 2004 (partial year) list actual contracts, while the schedule for 2005 reflects authority for planned contractual services. The 2005 report shows the amount budgeted for consulting and contractual services for each of the Council's major divisions.

### **Additional Information Available on Request**

Additional information and detail is available upon request. Requests should be made to Mike Madden, Budget and Evaluation Manager (651-602-1374). Questions regarding Council procurement policies and procedures should be made to Jim Sipe, Central Purchasing Manager (651-602-1149).

# Metropolitan Council Report on Consultant Activity Summary of 2003-04 Consultant Activity by Division

Appendix G

<b>2003</b>						
<b>Contract Amounts by Division</b>	<b>MCES</b>	<b>Metro Transit</b>	<b>Metropolitan Transportation Services</b>	<b>Metro HRA</b>	<b>General Fund</b>	<b>Total</b>
Contracts \$50,000 or Greater	\$5,078,926	\$3,289,470	\$22,160,245	\$150,000	\$122,055,288	\$152,733,929
Contracts \$2,500 - \$50,000	441,354	206,817	32,050	24,750	855,209	1,560,180
Contracts Less Than \$2,500	49,280	75,025	9,664	2,459	62,021	198,449
<b>Total</b>	<b>\$5,569,560</b>	<b>\$3,571,312</b>	<b>\$22,201,959</b>	<b>\$177,209</b>	<b>\$122,972,518</b>	<b>\$154,492,558</b>

<b>Contract Activity by Size of Contract</b>	<b>MCES</b>	<b>Metro Transit</b>	<b>Metropolitan Transportation Services</b>	<b>Metro HRA</b>	<b>General Fund</b>	<b>Total</b>
Contracts \$50,000 or Greater	91.2%	92.1%	99.8%	84.6%	99.3%	98.9%
Contracts \$2,500 - \$50,000	7.9%	5.8%	0.1%	14.0%	0.7%	1.0%
Contracts Less Than \$2,500	0.9%	2.1%	0.0%	1.4%	0.1%	0.1%
<b>Total</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>

<b>2004 (Draft - 11 months activity)</b>						
<b>Contract Amounts by Division</b>	<b>MCES</b>	<b>Metro Transit</b>	<b>Metropolitan Transportation Services</b>	<b>Metro HRA</b>	<b>General Fund</b>	<b>Total</b>
Contracts \$50,000 or Greater	\$6,163,200	\$2,024,358	\$1,018,169	\$0	\$1,848,810	\$11,054,537
Contracts \$2,500 - \$50,000	195,441	106,560	143,581	37,520	936,504	1,419,606
Contracts Less Than \$2,500	368,755	80,222	2,215	213	94,991	546,396
<b>Total</b>	<b>\$6,727,395</b>	<b>\$2,211,140</b>	<b>\$1,163,965</b>	<b>\$37,733</b>	<b>\$2,880,305</b>	<b>\$13,020,538</b>

<b>Contract Activity by Size of Contract</b>	<b>MCES</b>	<b>Metro Transit</b>	<b>Metropolitan Transportation Services</b>	<b>Metro HRA</b>	<b>General Fund</b>	<b>Total</b>
Contracts \$50,000 or Greater	91.6%	91.6%	87.5%	0.0%	64.2%	84.9%
Contracts \$2,500 - \$50,000	2.9%	4.8%	12.3%	99.4%	32.5%	10.9%
Contracts Less Than \$2,500	5.5%	3.6%	0.2%	0.6%	3.3%	4.2%
<b>Total</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>

Note: General Fund includes small operating capital outlay fund.  
Rpt Consulting Activity Summary 2003-04.xls, Summary

# Report on 2003 Consultant Activity

## Contracts \$50,000 or Greater

Appendix G.1.a.

Fund	Ref Number	Description of Services	Vendor	Start Date	End Date	Amount	Interested Vendors	Proposers	Solicitation Method	Evaluation Criteria Used
100	02P064A	Employee Health Care	Health Partners Inc.	1/1/03	12/31/05	\$107,000,000	17	3	Formal RFP	Administration, Financials, Control of Costs, Geo Access, Electronic Ability
100	02P064B	Employee Dental Care	Delta Dental Plan of Minnesota	1/1/03	12/31/05	\$8,000,000	17	3	Formal RFP	Administration, Financials, Control of Costs, Geo Access, Electronic Ability
100	02P071A	Employee Life Insurance	Minnesota Life Insurance Company	1/1/03	12/31/05	\$2,500,000	8	4	Formal RFP	Financials, Administration, Control of Costs, Electronic Ability
100	03P096	Server Consolidation and DMZ Architecture Project	Accenture LLP	1/8/03	11/30/04	\$990,000	15	8	Formal RFP	Quality, Qualifications, Experience, Price
100	S03004695	Microsoft Select Software Assurance. (Covers three years at \$195,293.33 per year)	SOFTWARE HOUSE INTL	6/3/03	6/2/06	\$585,880			Joint Purchasing Agreement	
100	03P050A	Employment and Human Resources Legal Services	Smith Parker P.L.L.P.	1/1/04	12/31/06	\$250,000	8	3	Formal RFP	Integrity, expertise and record of past performance, ability to perform, ability to comply with public policy,
100	03P050B	Employment and Human Resources Legal Services	Jackson Lewis LLP	1/1/04	12/31/06	\$250,000	8	3	Formal RFP	Integrity, expertise and record of past performance, ability to perform, ability to comply with public policy, financial and technical resources available, completeness and responsive, proposed cost
100	03P050C	Employment and Human Resources Legal Services	Knutson, Flynn & Deans, P.A.	1/1/04	12/31/06	\$250,000	8	3	Formal RFP	Integrity, expertise and record of past performance, ability to perform, ability to comply with public policy, financial and technical resources available, completeness and responsive, proposed cost
100	03P073	Legal Services - Litigation Regarding Transit Team, Inc. v. Metropolitan Council	Dorsey & Whitney LLP (Mpls)	3/1/03	6/30/04	\$250,000	3	3	Proposals	Price, experience, availability, absence of conflict of interest
100	03P018	Web Site Hosting and Maintenance	ArchWing Innovations, LLC	6/15/03	6/15/05	\$180,000	42	5	Formal RFP	Qualifications, past record of performance, quality, price
100	S03011389	Audit Services	STATE OF MN/AUDITOR	11/26/03	12/31/04	\$176,000			Legislative Requirement	
100	S03004341	Audit Services	STATE OF MN/AUDITOR	4/29/03	12/31/03	\$172,360			Legislative Requirement	
100	02P140B	Financial Advisory Services	Springsted, Inc.	4/4/03	3/15/06	\$150,000	10	2	Formal RFP	Experience of Proposer, qualifications of Proposer's key personnel, and organizational ability of Proposer to deliver the services.
100	03P102	End-User Computer Training	Elert & Associates	1/1/04	12/31/07	\$150,000	23	14	Formal RFP	Quality of proposal, qualifications of Proposer, experience of Proposer, and price of proposal.
100	S03005438	Software Maintenance and Support Fees pursuant to the terms of the license agreement (6/25/03 to 6/24/2004) Benefits Admin, eDevelopment, eRecruit, ePay, Human Resources, Payroll North American, Enterprise Portal, Time and Labor reporting	PeopleSoft	6/25/03	6/24/04	\$144,765			Sole Source	
100	S03003488	Annual Maintenance Agreement for the period 3/6/03 to 3/5/04	SYNERGEN ASSOC. INC	3/6/03	3/5/04	\$122,708			Sole Source	
100	03P027	Legal Services - Metropolitan Council v. Barr Engineering, Inc.	Dorsey & Whitney LLP (Mpls)	1/22/03	12/31/04	\$100,000	3	3	Proposals	Unique knowledge and skills, no current conflict of interest
100	03P024	Labor Relations Services - Environmental Services	Frank Madden & Associates	5/30/03	5/31/04	\$80,000	4	3	Proposals	Specialized experience and professional competence of key personnel, experience of Proposer, and price of proposal.
100	S03003698	Actuarial Analyses related to the Council's Post-Retirement Benefits	MERCER HUMAN RESOURCES CONSULTING	4/14/03	2/23/04	\$75,000			Sole Source	
100	S03005432	Annual Support/Maintenance for Sybase Products including PowerBuilder.	SYBASE INC	7/29/03	7/28/04	\$65,678			Sole Source	
100	S03011067	Oracle Support Renewal 3312577 Term of Support 11-9-2003 to 11-8-2004	ORACLE CORP	11/9/03	11/8/04	\$61,695			Sole Source	
100	03P088	Councilinfo Technical Assistance	Marianne Kollar	12/5/03	12/31/04	\$60,000	13	4	Proposals	Quality, qualifications, past record of performance, hourly rate
100	03P123	Procurement Review	National Institute of Governmental Purchasing	12/2/03	6/30/04	\$60,000			Sole Source	

# Report on 2003 Consultant Activity Contracts \$50,000 or Greater

Appendix G.1.a.

Fund	Ref Number	Description of Services	Vendor	Start Date	End Date	Amount	Interested Vendors	Proposers	Solicitation Method	Evaluation Criteria Used
100	03P125	Temporary Internal Audit Resource	Robert Half Management Resources	12/23/03	5/31/04	\$60,000	5	5	Proposals	Experience, written, verbal and interpersonal skills, ability to identify issues and communicate results to operating managers and senior management, ability to work with senior operating executives and outside contractors, experience with federal regulations, audit experience with design build and architectural and engineering projects.
100	S03005371	Maintenance for Oracle Licenses per renewal #3312577 "Sole Source Services"	ORACLE CORP	5/30/03	11/8/03	\$59,322			Sole Source	
100	S03012279	Stars Annual Renewal Fee	MARSH USA INC	12/31/03	12/31/04	\$58,100			Sole Source	
106	S03004922	Bloomberg Pro	BLOOMBERG LP	7/23/03	7/22/05	\$53,780			Sole Source	
100	02P140	Financial Advisory Services	Evensen Dodge Inc.	4/10/03	3/15/06	\$50,000	10	2	Formal RFP	Experience of Proposer, qualifications of Proposer's key personnel, and organizational ability of Proposer to deliver the services.
100	03P058	Benefit Redesign	Deloitte & Touche LLP	6/12/03	1/31/04	\$50,000	2	2	Proposals	Experience / level of expertise in public sector and labor environment, quality of vendor team, approach, strategy, plan design options, and cost.
255	03P083	HRIS Business Process Redesign	Bartels Management Consulting	9/11/03	6/30/04	\$50,000	41	9	Formal RFP	Quality of proposal, qualifications of Proposer, experience of Proposer, and price of proposal.
<b>SUBTOTAL GENERAL FUND</b>						<b>\$122,055,288</b>				
202	02P045	Metro Mobility Agency Paratransit Service	Laidlaw Transit Services Inc.	6/30/03	6/30/07	\$19,437,285	21	6	Formal RFP	Specialized experience and competence of Proposer and its personnel, past record of performance, capacity to perform the work, financial strength, responsiveness, completeness, familiarity with regulatory requirements, grasp of the work, and price.
202	02P131	Subsidy Agreement with DARTS for ADA Service	DARTS	1/1/03	12/31/03	\$1,738,681			Sole source	
202	02P132	Subsidy Agreement with H.S.I. for ADA Service	Human Services, Inc.	1/1/03	12/31/03	\$815,547			Sole source	
202	S03005269	Trapeze Pass license/maintenance fees for July 1, 2003 through June 30, 2004. Invoice # 036126. Sales tax on 20% of fee.	TRAPEZE SOFTWARE GROUP INC	7/1/03	6/30/04	\$88,732			Sole Source	
202	02P115	Metro Mobility - Web Trip Planner	Trapeze Software Group, Inc.	10/24/03	10/24/03	\$80,000			Sole source	
<b>SUBTOTAL TRANSPORTATION SPECIAL REVENUE FUNDS</b>						<b>\$22,160,245</b>				
236	03P064	Environmental Testing Services	Angstrom Analytical, Inc.	1/1/03	12/31/03	\$150,000			Sole source	
<b>SUBTOTAL HRA / FAHP FUNDS</b>						<b>\$150,000</b>				
641	01P124	Dayton NE and SW Interceptors	Bonestroo Rosene Anderlik & Associates, Inc.	8/28/03	10/31/06	\$1,680,000	31	2	Formal RFP	Quality, Qualifications, Experience, Price
641	00P0081A	Lift Station Alarm & Telemetry Upgrade	Arden Environmental	2/13/03	12/31/05	\$1,174,858	16	5	Formal RFP	Qualifications of the Proposer, Quality of the Proposal, Past Record of the Proposer, Price
641	03P026	Riverview Siphon Improvements	Camp Dresser & McKee Inc. (CDM)	10/21/03	12/31/04	\$599,859	26	3	Formal RFP	Quality, Qualifications, Experience, Price
641	02P105	MWWTP Disinfection System Modifications	Brown and Caldwell	12/5/03	6/30/06	\$479,000	16	5	Formal RFP	Qualifications, experience, quality, price
611	01P122	Industrial Waste Data Management System	Enfotech and Consulting, Inc.	3/21/03	7/31/04	\$450,000	53	5	Formal RFP	Business products functional requirements, Data element requirements, General requirements, Implementation plan, Technical requirements, Past record and performance by the vendor, Vendor and system information, Support and maintenance, Training, Documentation, Price



# Report on 2003 Consultant Activity Contracts \$50,000 or Greater

Appendix G.1.a.

Fund	Ref Number	Description of Services	Vendor	Start Date	End Date	Amount	Interested Vendors	Proposers	Solicitation Method	Evaluation Criteria Used
610	02P152	3 Year Temporary Staffing - EQA Department	Kelly Scientific Resources	10/31/03	10/31/06	\$249,200	26	6	Formal RFP	Price, Proposer Qualifications, Experience and Quality of Proposal
610	S03004185	Security Guard Services for Metro Plant East and West Gates	GENERAL SECURITY SERVICES INC	4/24/03	7/15/03	\$168,000			Joint Purchasing Agreement	
641	03P124	MWWTP Primary Clarifier Odor Control - Phase II	Brown and Caldwell	12/10/03	6/30/05	\$120,921			Selected by Formal RFP in earlier project phase.	
641	03P025	Sludge Pumping Modifications - Step 3 Construction Support Services	Camp Dresser & McKee Inc. (CDM)	12/15/03	6/30/05	\$57,088	12	3	Proposals	Quality, qualifications, experience, cost
641	03P074	Legal Services - South Washington County Interceptor Procurement and Protest Matters	Dorsey & Whitney LLP (Mpls)	4/1/03	6/30/04	\$50,000	3	3	Proposals	Knowledge of key personnel, general experience of firm
641	03P101	Empire Outfall Pipe	ProSource Technologies, Inc.	9/15/03	9/30/04	\$50,000	4	4	Proposals	Schedule and cost.
<b>SUBTOTAL MCES FUNDS</b>						<b>\$5,078,926</b>				
702	03P008	Occupational Health and Medical Services - Pre-Employment Physicals	Park Nicollet Health Services Occupational Medicine	5/22/03	5/31/06	\$2,055,000	4	2	Formal RFP	Price, Proposer Qualifications, Experience and Quality of Proposal
825	02P135	Roof Replacements on Heywood, Nicollet, and South Garages	Howard R. Green Company	6/17/03	6/30/05	\$306,724	18	7	Formal RFP	Experience, quality, qualifications
710	02P033A	Metro Transit Master Contracts - Construction Support Services	CPMI, Inc.	2/20/03	12/31/05	\$200,000	69	23	Formal RFP	Experience of Proposer, qualifications of Proposer, key personnel, and price of proposal.
710	02P033B	Metro Transit Master Contracts - Construction Support Services	Construction Support Services, Inc.	1/8/03	12/31/05	\$200,000	69	23	Formal RFP	Experience of Proposer, qualifications of Proposer, key personnel, and price of proposal.
710	02P033C	Metro Transit Master Contracts - Construction Support Services	Setter, Leach & Lindstrom	2/20/03	12/31/05	\$200,000	69	23	Formal RFP	Experience of Proposer, qualifications of Proposer, key personnel, and price of proposal.
710	03P085	Brooklyn Center Transit Center	Bonestroo Rosene Anderlik & Associates, Inc.	10/27/03	6/30/05	\$142,748	57	8	Formal RFP	Quality, Qualifications, Experience, Price
703	03P055	Technical Assistance in Development of a Hiawatha Light Rail Transit Operations RFP	LTK Engineering Services	9/5/03	12/31/03	\$100,000	6	5	Proposals	Understanding of services required, level of effort required in dollars and/or hours, timeframe for delivery of services, understanding of key obstacles, understanding of challenges related to meeting project deadlines, understanding of the effects of union-related issues, relevant experience of key personnel, communication and responsiveness.
710	03P017	Maplewood Mall Transit Center & Park/Ride	Bonestroo Rosene Anderlik & Associates, Inc.	5/8/03	12/31/04	\$84,998	43	10	Formal RFP	Quality of Proposal, Qualification of Proposer, Experience, Price
<b>SUBTOTAL METRO TRANSIT FUNDS</b>						<b>\$3,289,470</b>				
<b>TOTAL ALL FUNDS</b>						<b>\$152,733,929</b>				

# Report on 2003 Consultant Activity Contracts Less Than \$50,000

Appendix G.1.b.

Fund	Issue Date	Vendor	PO Number	Item Description	Amount
100	2/27/03	IBM CORP	S03002101	Monthly OS390 Software Lic/Maint/Support Includes: OS390 Base, DFSORT, RMF,SDSF, DSFMS,RACF,COBOL,CISCV4	\$46,195
100	9/25/03	NETWORK ASSOCIATES	S03009125	ADVACE-AA Active Virus Defense 2: 2Yr Subscription license for Active Virus Defense w/Priority level support (24x7 phone support, software upgrades) AVD components include: Total Virus Defense Suite, VirusScan Thin Client 6.0 and ePolicy Orchestrator 3.0 Subscription will run 12/30/2003 thru 12/29/2005	\$45,533
100	7/15/03	ORACLE CORP	S03006913	Product Support for period August 30, 2003 to August 29, 2004	\$41,071
100	10/14/03	THERMO LABSYSTEM INC	S03009953	L-SM-01 SampleManager Concurrent Single User License for 1 to 16 users. Including SampleManager Server, Audit Trail, SMW, SM Reporter Development License and Oracle	\$39,528
100	12/19/03	KNOWLEDGE FRONT INC	S03012229	ForeSight Service - Enterprise, Web and Up/Down for period January 1, 2004 to December 31, 2004. Monthly billing based on 50 Enterprise Units	\$38,400
100	8/20/03	ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE	S03008145	Annual Maintenance from 10/01/03 to 9/30/04 per quote25085092	\$38,100
100	2/3/03	DATALINK	S03001209	Annual 7x24 Software Support for Navisphere Storage Are Network Software tool. 2/28/03 - 2/27/04	\$34,479
100	3/4/03	SAGENT TECHNOLOGY INC	S03002215	Annual Maintenance 5 day/12 hour (4/1/03 to 3/31/04)	\$31,857
100	10/14/03	TRAPEZE SOFTWARE GROUP INC	S03009951	ATIS-Agent Base License: Base System maintenance (December, 2003 to November, 2004)	\$30,000
100	10/22/03	SOFTWARE HOUSE INTL	S03010252	SurfControl Web Filter Maintenance; 2,000 users (12-9-03 to 12-8-06)	\$29,031
100	6/24/03	PEOPLESFT	S03006228	Software Maintenance and Support Fees pursuant to the terms of the license agreement (6/25/03 to 6/24/2004) Billing Module	\$25,840
100	3/21/03	Margaret Chan	03P002	Graphic Design Services	\$25,000
100	4/17/03	TRAPEZE SOFTWARE GROUP INC	S03003914	Annual Maintenance for ATIS application for the Transit Information Center. Agreement period is December 1, 2002 - Novemeber 30, 2003	\$25,000
100	4/8/03	Jeanne Landkamer	03P004	Writing and Editing Services	\$21,000
100	1/30/03	FOURTH GENERATION INC	S03001113	PDA Shelter Maintenance Project	\$20,000
100	5/5/03	MAXIMUS	S03004488	Preparation of Metropolitan Council 2002 Central Services Cost Allocation Plan that meets OMB A-87 requirements for filing with Federal Grant Agencies. Per written quotation dated 4/21/03. Not to Exceed \$19,500.	\$19,500
100	5/30/03	SUNGARD RECOVERY SERVICES INC	S03005375	Business Recovery Services from January 1, 2003 - December 31, 2003.	\$18,708
100	11/12/03	EXECUTIVE INFORMATION SYSTEMS LLC	S03010957	AIXR Base SAS	\$18,564
100	4/7/03	EMBARCADERO TECHNOLOGIES INC	S03003404	Annual Maintenance and Support for DBArtisan Sybase and MS SQL Concurrent. Term: July 1-2003 through Jun 30-2004. 10 Users.	\$17,000
100	1/9/03	QUICKSILVER EXPRESS COURIER	S03000271	Monthly Courier Service - These services will be required from January 1, 2003 through December 31, 2003.	\$16,530
100	3/18/03	IBM CORP	S03002764	AIX SupportLine Agreement for RS6000 Operating Systems Term of Agreement: 4/1/2003 - 3/31/2004	\$16,200
100	8/4/03	PRECISE SOFTWARE SOLUTIONS	S03007551	Precise/Indepth for Oracle Support, IBM RS/6000 (Aug 1, 03 to Sep 30 , 04)	\$15,800
100	10/31/03	DATALINK	S03010564	MXJS-Veritas-Maint-R One Year, Datalink 7x24 Phone Support and updates from Veritas on all Veritas Product (12/18/2003 through 12/17/2004	\$15,134
100	7/2/03	DASH & ASSOCIATES,JOHN A	S03006451	Labor Relations Services - Amalgamated Transit Union Per Proposal 03P023A dated June 4, 2003 and per attached Scope of Work (Revised).	\$15,000
100	7/8/03	SYNTAX INC	S03006677	Citrix MetaFrame 1.8 for Windows Subscription Advantage Renewal Coverage 7/15/03 - 7/15/04	\$13,704
100	6/5/03	LARSON,GARY	S03005582	Consulting Services for Magic Help Desk Enterprise Edition Software Installation and Procedural Improvements in Helpdesk Operations as identified on the RFP dated 5/20/2003 (Not to exceed 266 hrs. at \$50.00 per hour)	\$13,300
100	8/14/03	COGNOS INC	S03007932	NT Intel Cognos Planning Contributor Application Server Standard Support Renewal for 2 users and Cognos Planning Analyst for 2 users, for the period April 1 2003 to March 31, 2004	\$11,983
100	5/12/03	STATE OF MN GOVERNOR'S OFFICE	S03004741	SERVICES OF JEFF DAVIDMAN, GOVERNOR'S OFFICE	\$11,000
100	12/3/03	LANDKAMER, JEANNE	S03011613	Professional writer/journalist services to produce several written outreach/communications pieces for MetroGIS including, but not limited to, annual reports, articles for GIS/LIS newsletter, and testimonials to the benefits of MetroGIS's efforts. For work completed from 1/01/04 through 12/31/06.	\$11,000
100	8/13/03	STATE OF MN GOVERNOR'S OFFICE	S03007878	FY04 portion of interagency lobbying agreement for Washington DC office	\$10,727
100	2/20/03	BROUGHTON INTL	S03001866	Reflection for UNIX/VMS All Mnt Concurr Level B	\$9,661
100	3/7/03	SYBASE IAD DIV	S03002436	Sybase Powerdesigner Process Analyst	\$9,605
100	12/24/03	ADVANCED SYSTEMS TECHNOLOGY	S03012361	200 One-Year Subscriptions to the Skillsoft Information Technology Skills Library	\$9,600
100	8/20/03	SYBASE IAD DIV	S03008153	Sybase: PowerBuilder Enterprise Windows Annual USP Renewal	\$9,095

# Report on 2003 Consultant Activity

## Contracts Less Than \$50,000

Appendix G.1.b.

Fund	Issue Date	Vendor	PO Number	Item Description	Amount
100	1/31/03	FOURTH GENERATION INC	S03001135	Web Consulting	\$8,000
100	2/13/03	CRYSTAL DECISIONS CORP	S03001615	Crystal Enterprise 8.5 Professional	\$7,743
100	9/26/03	INMAGIC INC	S03009357	Maintenance 01/01/2004 to 3/31/2005; MR:WPP Web Publisher 750 License Number WP10-170-3995; MR:DBT5 DB/TextWorks (5-User) 468 License Number DB10-186-0078 5n	\$7,656
100	10/21/03	ROWEKAMP ASSOC.	S03010202	ArcGIS II Training - 8 GIS Department Staff (4 @ \$1,050 and 4 @ \$700). Training is scheduled for 12/3 - 12/5	\$7,000
100	4/30/03	PERSONNEL DECISIONS INTL	S03004329	Outplacement Services	\$5,500
100	7/22/03	JESSON & PUST PA	S03007110	Investigative services: internal complaint investigation, including interview witnesses or subjects, prepare summary and report of findings, analyze data, using Council policies as guides to help formulate plan for appropriate action.	\$5,100
100	7/22/03	JESSON & PUST PA	S03007111	Investigative services: internal complaint investigation, including interview witnesses or subjects, prepare summary and report of findings, analyze data, using Council policies as guides to help formulate plan for appropriate action.	\$5,100
100	12/10/03	LANDKAMER, JEANNE	S03011861	Writing and editing stories for the 2004 Directions newsletters. 12 web issues and 6 print issues	\$5,000
100	12/10/03	JESSON & PUST PA	S03011878	Investigative services: internal complaint investigation, including interview witnesses or subjects, prepare summary and report of findings, analyze data, using Council policies as guides to help formulate plan for appropriate action.	\$4,950
100	11/14/03	WATSON WYATT AND CO	S03011058	April, May 2003 Services, to provide a recommendation on post-retirement liability as a result of the Mercer Post Retirement Valuation Study performed in January 2003	\$4,851
100	12/16/03	BUREAU OF NATIONAL AFFAIRS, TH	S03012078	ELCD 11 Environment Library on CD Subscription Term: 1/19-04 to 1/18-05	\$4,593
100	6/10/03	SMITH MICRO TECHNOLOGIES INC	S03005724	Met Council Cost of Sales May 2003 Asset Recovery For Environmental Services	\$4,181
100	11/18/03	INFORMATIVE GRAPHICS CORP	S03011152	Annual Maintenance for Net-It Central	\$3,999
100	10/21/03	PRACTICAL COMMUNICATIONS INC	S03010191	Grammar for the Information Age: Substance and Spin Class (October 16, 2003), Reference Manual for Each Attendee (18 Attendees)	\$3,800
100	5/12/03	JESSON & PUST PA	S03004748	Investigative services: internal complaint investigation, including interview witnesses or subjects, prepare summary and report of findings, analyze data, using Council policies as guides to help formulate plan for appropriate action.	\$3,585
100	4/28/03	ZASIO ENTERPRISES INC	S03004269	ENTSPR Annual Maintenance and Support for Versatile Enterprise Records Management Functions (6/1/03 to 5/31/04)	\$3,195
100	1/20/03	INMAGIC INC	S03000647	Server Priority One Support	\$2,688
100	12/4/03	PEOPLESOF	S03011615	Software Training Services - Data Management Tools and Upgrade 5/5/2003- 5/9/2003	\$2,625
100	1/7/03	PR NEWswire INC	S03000166	Media copies made as requested by the Communications Department throughout 2003.	\$2,500
100	1/8/03	MN CLIPPING SERVICE	S03000263	News clipping services - on an as needed basis - as requested by the Communications Department.	\$2,500
100	1/8/03	NGUYEN SOFTWARE DUPLICATION INC	S03000265	Create CDs as requested by the Data Center throughout 2003.	\$2,500
100	2/28/03	LANDKAMER, JEANNE	S03002128	Retain writer to write main text for the 2002 MetroGIS Annual Report.	\$2,500
100	3/14/03	ATOMZ.COM	S03002686	Metropolitan Council Web site search engine upgrade to 5,000 pages. 3/15/03 - 4/15/03.	\$2,500
100		Summary Total	Various	Contracts Less Than \$2,500	\$62,021
<b>SUBTOTAL GENERAL FUND</b>					<b>\$917,230</b>
702	1/1/03	Linwood Capital, LLC	02P149	Diesel Fuel Price Risk Management Advisory Service	\$47,242
702	7/23/03	Cliff Garten and Associates, Inc.	01P034K	Design Artwork for Metal Objects/Text in Canopy and Bus Shelter Pergola Sculpture for 38th Street Station and 46th Street Station	\$20,000
702	1/10/03	DELOITTE AND TOUCHE LLP	T0000069032	Capitalization Policies and Procedures Project - Invoice 07806249	\$25,000
702	4/15/03	MAXIMUS INC	T0000071834	Appraisal of property for development of capital asset system.	\$20,500
702	12/18/03	CERES ENVIRONMENTAL SVSC	T0000078347	geoprobe grid for San remediation	\$11,125
702	12/18/03	CULHANE,RALPH FRANCIS	T0000078227	Police Candidate Background Investigations	\$8,500
702	12/18/03	HANSON,BRUCE ALAN	T0000078371	Police Candidate Background Investigations	\$8,500
702	8/20/03	TOLTZ KING DUVALL ANDERSON & A	T0000074873	CADD floor plan of the Heywood Office building	\$7,470
702	5/15/03	WENCK ASSOC. INC	T0000072599	geoprobe exploration at hoist 21 at OHB PER INV. #301751	\$7,097
702	5/12/03	WENCK ASSOC. INC	T0000072445	investigation of cylinder leak (29) at OHB PER INV. #301182	\$7,000
702	2/10/03	WENCK ASSOC. INC	T0000069922	repair 2 recovery wells at MJR PER INV. #300387	\$6,445
702	9/23/03	NCS PEARSON	T0000075821	PURCHASE & GRADE 250 CUSTOMER SERVICE ASSESSMENT INVENTORIES PER INV. #71499598	\$6,010

# Report on 2003 Consultant Activity Contracts Less Than \$50,000

Appendix G.1.b.

Fund	Issue Date	Vendor	PO Number	Item Description	Amount
702	8/20/03	DORSEY AND WHITNEY LLP	T0000074853	Legal Services per Invoice No. 1047484	\$5,740
702	2/11/03	WENCK ASSOC. INC	T0000069968	maintenance and testing at MJR for MPCA leak site 2208	\$4,676
702	9/11/03	GME CONSULTANTS INC	T0000075411	investigation at South grease leak PER INV. #17954, GME #10650	\$3,892
702	1/13/03	CERES ENVIRONMENTAL SVSC	T0000069192	TEMP HEAT FOR PUMPING SYSTEM, MEETINGS	\$3,693
702	11/13/03	WENCK ASSOC. INC	T0000077376	Senior staff and contractor coordination	\$3,079
702	10/20/03	WENCK ASSOC. INC	T0000076572	additional cost to PO 72599 for geoprobes for spill	\$2,998
702	6/13/03	WOLFGRAM/KNUTSON ARCHITECTS LT	T0000073269	final plans & specifications for East Metro Gen screen	\$2,850
702	5/21/03	COLLIERS TOWLE REAL ESTATE	T0000072616	Research and consulting services for lease agreements.	\$2,500
702	7/2/03	COLLIERS TOWLE REAL ESTATE	T0000073828	Final lease reviews and negotiations with landlord services	\$2,500
702		Summary Total	Various	Contracts Less Than \$2,500	\$75,025
SUBTOTAL METRO TRANSIT OPERATING FUND					\$281,842
201	4/30/03	TRAPEZE SOFTWARE GROUP INC	S03004366	RidePro Maintenance and Web Frame Maintenance, March 1, 2003 - February 28, 2004.	\$14,000
202	8/20/03	TRAPEZE SOFTWARE GROUP INC	S03008117	5-day Map training for Met Council staff by Trapeze personnel	\$7,050
201	9/29/03	CATAPULT SYSTEMS CORP	S03009431	Inquisite 5.0 Workgroup Upgrade Assurance w/Tech Support.	\$6,000
201	3/11/03	URS CORP	S03002526	Travel / expenses: Commuter Challenge program kick-off on April 2nd. Includes development, design and presentation during event, hotel, air and other travel expenses not to exceed \$2500. Employers, sponsors, partners and participants from Twin Cities Metro Area will attend this event to hear what is expected from them during May 2003.	\$2,500
201	3/11/03	URS CORP	S03002527	Assist MCS on final "MCS - Regional TDM Business Outreach" plan for 2003-2004. Deliverables to include: drafts of plan including goals, strategies, and objectives and presentation materials. - Final approved by 4-15-03 Final presentation for TMA Summit on MPO/TMO Support by MCS to the Twin Cities Metro Area. Final due to ACT by Mar 28-03. NOT TO EXCEED \$2500	\$2,500
		Summary Total	Various	Contracts Less Than \$2,500	\$9,664
SUBTOTAL TRANSPORTATION REVENUE FUNDS					\$41,714
234	1/28/03	YANNARELLY,JIM	S03000937	Conduct Lead-Safe Work Practices Training Sessions, at Metro 94 training facility, in 2003. Sessions to be scheduled as needed by the Council's HRA Department.	\$8,750
234	12/4/03	YANNARELLY,JIM	S03011666	Conduct Lead Safe Work Practice Training Sessions, at Metro 94 training facility, during calendar year 2004. Sessions to be scheduled as needed by the Council's HRA Department.	\$8,750
237	7/16/03	Tara Evans Realty	03P070	Real Estate Services	\$4,750
234	10/14/03	ISAACSON,MARLENE	S03009967	For the services assisting the Council's HRA in providing training to the new Section 8 Community Representative in the City of New Hope. Hourly Rate \$30.00.	\$2,500
		Summary Total	Various	Contracts Less Than \$2,500	\$2,459
SUBTOTAL HRA / FAHP FUNDS					\$27,209
641	7/8/03	Sebesta Blomberg & Associates, Inc.	03P042	Standby Power Generator Design	\$34,980
610	3/20/03	PACE ANALYTICAL	S03002844	Laboratory Analysis - EPA Method 29 metals fractional analysis (3 samples plus a blank) with ultimate and metals analysis of No. 2 fuel oil.	\$34,235
610	8/1/03	Damarco Solutions, Inc.	03P065	Material Safety Data Sheet Management & Hazardous Materials Information	\$30,000
641	3/10/03	Herman Appraisal Services, Inc.	03P010	Empire WWTP Outfall Pipe Real Estate Appraisals	\$25,000
610	4/3/03	BROWN AND CALDWELL	S03003383	Cape Model Software Support Per Proposal dated March 19, 2003: Task 1a Model Conversion - Metro Basin (80 hrs, \$9200); Task 1b Model Conversion - Regional Basin (24 hrs, \$2760); Task 2 Cape Model Support (40 hrs, \$4600); Task 3 Cape Version 2 Software and Updates (included); Task 4 Programming for new Software Features (40 hrs, \$4600); Task 5 GIS Cape Data Preparation Training (40 hrs, \$3000)	\$24,160
641	6/5/03	Polaris Group, Inc.	03P038	Metro Magmeter Dye Study	\$22,460
610	12/11/03	PERSONNEL DECISIONS INTL	S03011923	LEADERSHIP ASSESSMENT FOR ABUM SELECTION ** NOT TO EXCEED \$20,000 **	\$20,000

**Report on 2003 Consultant Activity  
Contracts Less Than \$50,000**

Appendix G.1.b.

Fund	Issue Date	Vendor	PO Number	Item Description	Amount
641	10/15/03	AMERICAN ENGINEERING TESTING I	S03010013	Review measurements and driving logs for 28 test pile (Empire Expansion Project - 800910). Develop driving criteria. Reference cost estimate.	\$19,098
610	10/17/03	ONVOY	S03010089	Monthly 786 Kbps Internet Access Charge per Onvoy Services Agreement	\$17,832
610	8/27/03	POWER/MATION DIVISION INC	S03008322	IN-IGLOBALCARE GE CIMPLICITY-SITE LICENSE	\$15,930
610	4/17/03	KFORCE PROFESSIONAL STAFFING	S03003942	Temporary services: Lab Dishwasher. Monday-Friday, 7:00 a.m.-3:30 p.m.	\$15,268
641	12/24/03	WENCK ASSOC. INC	S03012328	Services per Scope of work Requested. (Hydrogen Sulfide, Air Dispersion Modeling)	\$15,000
631	2/14/03	WYATT ENGINEERING & DESIGN	S03001368	(See 01005431) Project 920715: CONSULTING SERVICES: \$145 PER HOUR, PERSONAL AUTO TRAVEL; AUTHORIZED EXPENSES: ACTUAL COST	\$14,000
610	8/15/03	KELLY SCIENTIFIC	S03008003	Temporary employee to conduct water quality monitoring for EQA.	\$13,572
610	4/8/03	LIESCH ASSOC. INC	S03003538	Lakeville Flow Monitoring Services: Flow Monitoring, Data Collection and Analysis at three specific sites within the Lakeville sanitary sewer collection system per Proposal dated March 10, 2003.	\$10,850
641	5/2/03	MN POLLUTION CONTROL AGENCY	S03004486	TECHNICAL REVIEW FOR A NO ASSOCIATION DETERMINATION REQUEST FOR THE METROPOLITAN COUNCIL SEWER RECONSTRUCTION PROJECT IN MOUND MN. HOURLY RATE: \$120.	\$10,680
641	8/13/03	EMPIRE TOWNSHIP	S03007098	Professional Planner Services for Coordination of Empire WWTP Expansion	\$10,000
641	12/4/03	SEVERN TRENT SVC	S03010555	Analyze, diagnose and repair Minworth double D.O. analyzers.	\$10,000
610	5/30/03	MILLS,PAMELA A	S03005294	For Professional Library Cataloging Services. Services to be performed on an as-need basis, with no guaranteed minimum amount. Rate: \$20 per Hour.	\$9,000
641	3/11/03	SCHOELL & MADSON INC	S03002478	PROPERTY CORNERS SURVEY - HAMEL MN FOR ELM CREEK INTERCEPTOR, MEDINA LEG PER LETTER OF PROPOSAL DATED 3/7/03 AND ATTACHED DRAWING.	\$8,250
610	1/17/03	CAMP DRESSER AND MCKEE INC	S03000634	Engineering services to provide an analysis of the plant data used in the evaluation of the MCES 2001 Gain Sharing Program. Cost not to exceed \$7000	\$7,000
611	5/7/03	SAGENT TECHNOLOGY INC	S03004606	Update to code that was designed by Sagent. (Vendor estimates no more than 24 billable hours to correct the issue.	\$6,000
610	11/3/03	COASTAL TRAINING TECHNOLOGIES	S03010613	ADDENDUM C: 9 WEB-BASED COURSES HOSTED AT COASTAL -- COURSES: 1) MACHINERY LUBRICATION SERIES [3 COURSES] 2) INDUSTRIAL SEALS SERIES [ 3 COURSES] 3) CENTRIFUGAL PUMPS SERIES [3 OR 5 COURSES] -- 150 ADDITIONAL ACCESSES PER COURSE. DURATION PERIOD IS 10/31/03 THRU 10/31/04	\$5,165
631	11/13/03	CLJ RIGHT OF WAY & REALTY	S03011014	Negotiating service for two temporary easements: Portland and Washington Regulator Improvements.	\$5,000
641	1/7/03	INDEPENDENT ABSTRACTING SVC INC	S03000170	Title Search Reports & Document Copies for parcels along Empire Outfall Pipe alignment. Price per is Approx. Approx. 40 parcels and copy charges. Total Not To Exceed \$5,000. Charges will be monitored by MC Real Estate Staff.	\$5,000
610	1/24/03	SISTER KENNY INSTITUTE	S03000837	Prepare and present 10 job family Job Task Analysis reports. These reports will break each of the 10 jobs into key and unique duties that will be fully analyzed.	\$4,950
614	11/20/03	EMMONS & OLIVIER RESOURCES	S03011280	Surface water study and analysis of the 46th Street Hiawatha Light Rail Station in Minneapolis. Consultant shall perform hydraulic and hydrological analyses, as well as an analysis of potential Best Management Practices to reduce rate and volume of runoff from the anticipated station site, per the attached Proposal. Background: The LRT station occupies only a portion of the land parcel owned by the Council. Before the remainder of the site can be developed, it is necessary to determine volume and rate of runoff from both the existing and anticipated site configurations in order to comply with Minnehaha Creek Watershed District and Minnesota Department of Transportation requirements.	\$4,895
610	5/13/03	MEDICS TRAINING INC	S03004828	24-hr First Responder refresher course held on March 14, 21, and 28.	\$4,750
610	4/10/03	HEWLETT-PACKARD	S03003487	Renewal of Service Agreement 93065139D for Hardware/Software Maintenance for the period 6/1/03 - 5/31/04 (12 mos. @ \$375.99 per month less 3% discount for Annual Invoicing option)	\$4,377
610	3/3/03	MEDICS TRAINING INC	S03002174	24 HOUR FIRST RESPONDER REFRESHER COURSE HELD ON FEB 7, 28, AND MAR 7 FOR UP TO 25 EMPLOYEES	\$4,005
610	8/29/03	COASTAL TRAINING TECHNOLOGIES	S03008435	9 WEB-BASED COURSES HOSTED AT COASTAL -- COURSES: 1) MACHINERY LUBRICATION SERIES [3 COURSES] 2) INDUSTRIAL SEALS SERIES [3 COURSES] 3) CENTRIFUGAL PUMPS SERIES [3 OR 5 COURSES]	\$3,987
641	9/11/03	DEPT OF CIVIL & ENVIRON ENGINEERING	S03008824	Conduct Biofilter Modeling as per MTU proposal received 9/8/03.	\$3,800
610	1/7/03	CAIRN & ASSOC.	S03000199	Services performed: Convene and facilitate four meetings of Met Council staff and/or partners, develop and revise NRI/GLOBE proposal for MEP funds, etc. Nov. 22 through Dec. 16	\$3,450

**Report on 2003 Consultant Activity  
Contracts Less Than \$50,000**

Appendix G.1.b.

Fund	Issue Date	Vendor	PO Number	Item Description	Amount
610	3/25/03	UNIV. OF NE-LINCOLN	S03003004	IDENTIFICATION AND ENUMERATION OF PERIPHYTON SAMPLES COLLECTED FROM AREA RIVERS IN 2000, 32 SAMPLES	\$3,200
641	5/19/03	MAVO SYSTEMS INC	S03004919	Testing, Removal and disposal of asbestos containing material in the Administration building of the Eagles Point wastewater plant. Remove and dispose of floor tile and underlying mastic adhesive in the laboratory, office and hallway. (Approximately 400 sq. ft.) MCES asbestos specific insurance certificate must be provided before any work is to begin. The work schedule will be determined by contractor KBV (651-769-8548) to coordinate with their demolition and is expected to be between May 20, 2003 and May 30, 2003.	\$2,887
610	4/8/03	BAY WEST INC	S03001895	Removal of spilled Mercury	\$2,573
610	5/9/03	DIALOG CORP, THE	S03004720	Dialog Advantage: Reactivate Service Agreement Plan Period: March 1, 2003 to February 28, 2004	\$2,500
631	10/30/03	BROWN AND CALDWELL	S03010515	Feasibility Opinion on the Trout Brook Interceptor: Evaluate the 2002 Trout Brook inspection report, review videotapes of the inspection, study an engineering of the deteriorated portions, prepare cost estimates, and issue a recommendation on the effectiveness of the proposed repairs.	\$2,500
631	11/5/03	POPE ASSOC.	S03010747	Provide Architectural Services for Metro Plant Site modification per PAI Project #-52765-03138. Expenses not to exceed \$2,500.	\$2,500
631	12/3/03	LAKE STATES REALTY	S03011606	APPRAISAL OF TEMPORARY EASEMENT PORTLAND AND WASHINGTON REGULATOR IMPROVEMENTS PROJECT 910410	\$2,500
		Summary Total	Various	Contracts Less Than \$2,500	\$49,280
SUBTOTAL MCES FUNDS					\$490,634
TOTAL ALL FUNDS					\$1,758,629



# Report on 2004 Consultant Activity Contracts \$50,000 or Greater

Appendix G.2.a.

Fund	Ref Number	Description of Services	Vendor	Start Date	End Date	Amount	Interested Vendors	Proposers	Solicitation Method	Evaluation Criteria Used
100	04P065	Employee Benefits Consultant	Deloitte & Touche LLP	11/24/04	9/30/07	\$235,000	11	5	Formal RFP	Qualifications of the Proposer, Experience of the Proposer, Quality of the Proposal, Price
100	02P071B	Employee Long Term Disability Insurance	Hartford Life Group Sales Department	1/1/03	12/31/05	\$200,000	12	6	Formal RFP	Premium, Administration, Cost Control, Electronic Capability
100	S04003827	Annual Maintenance for Peoplesoft - Benefits Admin., eDevelopment, Enterprise Portal, ePay, eRecruit, Government Portal, Human Resources, Payroll, Time & Labor (6/25/04 - 6/24/05)	PEOPLESOFT	4/23/04		\$180,180				
100	S04007552	Hardware and Software Maintenance for years 2 and 3 for NETAPPS	COMPAR	9/29/04		\$138,823				
100	S04003472	Oracle Support Renewal # 1697116 for period 5/23/04 to 7/31/05	ORACLE CORP	4/15/04		\$129,241				
100	S04001223	Annual Maintenance Agreement for 3/06/04 to 3/05/05	SYNERGEN ASSOC INC	2/9/04		\$128,843				
100	S04005553	MNT-005654-001.Netware 6.5 1-User Maintenance	SOFTWARE HOUSE INTL	6/29/04		\$109,906				
100	04P057-B	Labor Negotiator for ATU, TMSA, and MANA	Smith Parker P.L.L.P.	11/1/04	12/31/05	\$100,000	14	8	Formal RFP	Qualifications of the Proposer, Experience of the Proposer, Price
100	S04001994	Consulting services of Jim Wilson: evaluate issues related to the Council's use of its PeopleSoft HRIS Benefits Module; provide assessments and recommendations; and work with the Council's HR Director and CFO to develop a long term work plan.	SOFT LINK SOLUTIONS INC	3/2/04		\$99,960				
100	03P103	Selection of flexible Healthcare & Dependent Care Spending Account Administration	Acclaim Benefits	1/8/04	5/1/07	\$99,000	8	5	Proposals	Quality, Experience, Administrative Procedures - Technical and Electronic Capabilities & Price
100	04P057-A	Labor Negotiator for AFSCME and Pipefitters	Frank Madden & Associates	10/21/04	12/31/05	\$90,000	14	8	Formal RFP	Qualifications of the Proposer, Experience of the Proposer, Price
100	03P094	MetroGIS - Improving Efficiencies	Richardson, Richter & Associates, Inc.	2/6/04	12/31/08	\$80,000	62	3	Formal RFP	Quality, Qualifications, Experience, Price
100	S04004087	Services related to Benefits Issues for RA Labor Negotiations.	DELOITTE AND TOUCHE LLP	5/3/04		\$75,000				
100	S04002883	Services related to Benefits Issues for ATU Negotiations.	DELOITTE AND TOUCHE LLP	3/29/04		\$67,857				
100	04P132	Woodbury Lift Station	Dorsey & Whitney LLP (Mpls)	9/15/04	8/30/05	\$65,000				
100	S04002663	Actuarial calculations for ES during labor negotiations in 2004.	MERCER HUMAN RESOURCES CONSULTING	3/23/04		\$50,000				
253	04P104	Office Building Rehabilitation Design Services	Wold Architects and Engineers	10/19/04	8/31/06	\$770,000	71	14	Formal RFP	Quality, Qualifications, Experience
253	04P105	Space Planning Consultant	SmithGroup, Inc.	10/13/04	8/31/06	\$90,150	74	15	Proposals	Specialized Experience, Competence, Work Plan
<b>SUBTOTAL GENERAL FUND</b>						<b>\$1,848,810</b>				
201	04P023	VanGol Program	VPSI Inc.	1/1/04	12/31/05	\$850,000			Sole source	
201	02P139	Development of a Regional Freight Planning Model	SRF Consulting Group, Inc.	3/10/04	11/30/04	\$75,000	8	5	Proposals	Completeness of proposal, specialized experience, previous direct or related experience, conceptual and technical approach, capacity to perform the work, past record of performance
202	S04004793	Software Maintenance Agreement for period 7/1/04 to 6/30/05: includes Pass, Pass Malteze and Pass-Web; Schedule & Dispatching, Base License: 4000-4999 trips for 57 workstations	TRAPEZE SOFTWARE GROUP INC	5/25/04		\$93,169				

NOTE: 2004 draft report displays preliminary, Unaudited data thru November 2004. 15-12

# Report on 2004 Consultant Activity Contracts \$50,000 or Greater

Appendix G.2.a.

Fund	Ref Number	Description of Services	Vendor	Start Date	End Date	Amount	Interested Vendors	Proposers	Solicitation Method	Evaluation Criteria Used
237	03P089	Family Affordable Housing Program - Property Management Services	Cedar Management Inc.	4/1/04	12/31/08		9	4	Formal RFP	Demonstrated successful experience of the proposer, commitment to the project, capability and experience of personnel, quality and strength of management reporting systems, overall financial and managerial health of the Proposer, proposed fee
<b>SUBTOTAL TRANSPORTATION SPECIAL REVENUE FUNDS</b>						<b>\$1,018,169</b>				
610	02P136	LIMS Upgrade	Thermo Electron	9/29/04	9/29/07	\$75,000			Sole source	
610	S04002301	Wonderware Site Support Agreement per Contract #36753 for a one year period beginning March 8, 2004.	GS SYSTEMS	3/11/04		\$74,043				
631	03P100	MCES Security Improvements	CH2M Hill	8/19/04	12/31/06	\$834,185			Formal RFP	
631	04P005	Interceptor System Standby Power Improvements	Sebesta Blomberg & Associates, Inc.	7/28/04	12/31/07	\$433,000	30	8	Formal RFP	Qualifications, Quality, Experience, Price
631	03P066	Elm Creek Interceptor Relocation	Bonestroo Rosene Anderlik & Associates, Inc.	2/24/04	6/30/06	\$273,256	27	9	Formal RFP	Quality, Qualifications, Exp. & Price
631	03P068	Comprehensive Facilities Plan for Oakdale and Point Douglas Road Lift Station Improvements	Bonestroo Rosene Anderlik & Associates, Inc.	2/10/04	6/15/05	\$218,154	27	4	Formal RFP	Qualifications, Quality, Experience, Price
631	04P074	Interceptor 1-VH-422 Improvements	CNA Consulting, Inc.	8/17/04	7/31/06	\$147,231			Formal RFP	Sole Source?
631	04P039	Interceptor 7073 Improvements	Edwards & Kelcey	4/12/04	12/31/05	\$83,264			Exemption	
631	04P113	Land Survey and CAD Services for Blue Lake and Seneca	Sunde Land Surveying, LLC	11/10/04	4/30/05	\$72,125	4	4	Proposals	Specialized experience and professional competence, ability of the proposer to perform the work within the time limitations, project cost, weighted against project scope and concept
641	03P093	Blue Lake Plant Improvements and Seneca Disinfection and Phosphorous	Brown and Caldwell	1/22/04	8/31/05	\$868,608	34	4	Formal RFP	Quality, Qualifications, Experience, Price
641	04P028	NE Interceptor Improvements	Camp Dresser & McKee Inc. (CDM)	6/17/04	12/31/06	\$747,660	27	3	Formal RFP	Quality, Qualifications, Experience, Price
641	04P035	MWWTP Odor Control Improvements	Camp Dresser & McKee Inc. (CDM)	11/3/04	10/31/06	\$509,088	29	3	Formal RFP	Experience, Qualification Quality, Price
641	03P116	Northwest Interceptor Improvements	Brown and Caldwell	3/19/04	3/31/05	\$247,875	31	2	Formal RFP	Quality of proposal, qualifications of Proposer, experience of Proposer, and price of proposal.
641	04P015A	Master Contracts - Interceptor Rehab	Brown and Caldwell	10/29/04	10/31/07	\$200,000	62	17	Formal RFP	Experience, Quality, Key Personnel, Location, Price
641	04P015B	Master Contracts - Interceptor Rehab	Bonestroo Rosene Anderlik & Associates, Inc.	11/5/04	10/31/07	\$200,000	62	17	Formal RFP	Experience, Quality, Key Personnel, Location, Price
641	04P015D	Master Contracts - Interceptor Rehab	Howard R. Green Company	11/19/04	10/31/07	\$200,000	62	17	Formal RFP	Experience, Quality, Key Personnel, Location, Price
641	04P015E	Master Contracts - Interceptor Rehab	Earth Tech	10/29/04	10/31/07	\$200,000	62	17	Formal RFP	Experience, Quality, Key Personnel, Location, Price
641	04P015G	Master Contracts - Interceptor Rehab	Bolton & Menk, Inc. - Chaska	11/5/04	10/31/07	\$200,000	62	17	Formal RFP	Experience, Quality, Key Personnel, Location, Price
641	04P015H	Master Contracts - Interceptor Rehab	Short Elliott Hendrickson, Inc. (SEH)	11/5/04	10/31/07	\$200,000	62	17	Formal RFP	Experience, Quality, Key Personnel, Location, Price
641	04P064	Mound Lift Station L-25 Relocation Project	Howard R. Green Company	7/13/04	2/28/06	\$124,505			Exemption	
641	04P055	Inspection of 1-MN-320 and 1-MN-300	Severn Trent Pipeline Services	10/7/04	2/28/05	\$97,000	12	3	Formal RFP	Quality, Qualifications, Experience, Price
641	04P026	PM Database	Harte Digital	8/20/04	1/31/06	\$92,305	29	3	Formal RFP	Exp., Qualifications, Quality & Price
641	03P099	Minnesota River Oxygen Dynamics Assessment	HydRO2 Water Quality Associates	5/24/04	3/31/07	\$65,900	15	1	Proposals	Qualifications, Price, Exp. & Quality
<b>SUBTOTAL MCES FUNDS</b>						<b>\$6,163,200</b>				
710	04P059	County Road 73 and I-394 Park & Ride	Short Elliott Hendrickson, Inc. (SEH)	9/8/04	12/31/06	\$249,478	10	4	Formal RFP	Qualifications of the Proposer, Experience of the Proposer, Quality of the Proposal, Price
710	03P095	Interactive Voice Response System Replacement	Digital DataVoice	6/25/04	12/31/06	\$208,360			Sole source	
820	02P070	Scheduling and Operations Application Replacement	GIRO, Inc.	2/3/04	12/31/06	\$1,566,520	28	2	Formal RFP	Responsiveness, Features, Implement Plan, Experience, Qualifications, Price
<b>SUBTOTAL METRO TRANSIT FUNDS</b>						<b>\$2,024,358</b>				
<b>TOTAL ALL FUNDS</b>						<b>\$11,054,537</b>				

NOTE: 2004 draft report displays preliminary, Unaudited data thru November 2004. 15-13



**Report on 2004 Consultant Activity  
Contracts Less Than \$50,000**

**Appendix G.2.b.**

Fund	Issue Date	Vendor	PO Number	Item Description	Amount
100	1/16/04	TRAPEZE SOFTWARE GROUP	S04000452	Maintenance for period February, 2004 to January 2005 for FX-DOS Base License: up to 999 peak vehicles; 9 workstations	\$49,900
100	11/12/04	SYBASE	S04009939	Apeon Professional Services - Customers Relations (see attached proposal)	\$48,600
100	4/9/04	Markhurd	03P120	2004 Digital Orthophotography	\$48,245
100	10/29/04	ORACLE CORP	S04009578	Oracle Programmer/2000 Product Support (11/9/2004 to 7/31/2005)	\$46,584
100	10/12/04	THERMO LABSYSTEM INC	S04008996	L-SM-01 SampleManager Concurrent Single User License	\$39,528
100	10/27/04	ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE	S04009478	52384 Maintenance PRIM,AI,FL, 10/01/2004 to 9/30/2005	\$39,387
100	7/16/04	ORACLE CORP	S04006366	Support Renewal 1712132 Oracle Internet Developer (coverage 8/30/2004 to 7/31/2005)	\$37,649
100	3/19/04	GROUP 1 SOFTWARE	S04002573	Annual Maintenance - 5Day/12 Hour W/3% CPI Increase for Data Load, Data Access, Weblink, 2 Enduser, and Crystal reports (purchase data 3/31/99)	\$33,171
100	4/29/04	EMBARCADERO TECHNOLOGIES INC	S04003992	5786 DB Artisan Pro for Sybase/MS SQL - Concurrent	\$32,603
100	10/6/04	TRAPEZE SOFTWARE GROUP INC	S04008844	Maintenance fees on Trapeze-ATIS-Agent covering period 12/1/2004 through 11/20/2005	\$31,500
100	4/8/04	MINNEAPOLIS HEART INSTITUTE FOUNDATION	S04003223	Health Screening: est 1000 employees: Blood Pressure Screening (\$25/hr/technician) Fingerstick Cholesterol/Blood Glucose Screening (\$20/person) HeartFair (\$150/day)	\$30,000
100	7/14/04	CISCO INC	S04006255	Oracle Application Server Project	\$27,300
100	2/18/04	HIMLE HORNER INC	S04001589	Public Relations services for labor strategy	\$25,000
100	9/7/04	STRATEGIC COMPUTING DIRECTIONS INC	S04007910	Consulting relating to resource allocation and business alignment.	\$24,750
100	7/6/04	PeopleSoft	S04006056	Prepaid Training units, 45 at \$500 each	\$22,500
100	10/21/04	ArchWing Innovations, LLC	04P102	Prepaid Benefits Website	\$22,000
100	2/24/04	QUICKSILVER EXPRESS COURIER	S04001687	Monthly Courier service - daily route from 3/1/04 - 03/01/05	\$18,769
100	10/20/04	VERITAS SOFTWARE GLOBAL CORP	S04009272	In-depth for Oracle, UNIX, Enterprise.v3.2.2 License - Base Support for Application Performance Management (October 1, 2004 through September 30, 2005)	\$16,827
100	3/25/04	IBM CORP	S04002755	AIX SupportLine Agreement for RS6000 Operating Systems Term of Agreement: 4/1/2004 - 3/31/2005	\$16,088
100	8/20/04	BROWNSWORTH INC	S04007420	Project management, inventory and documentation of existing furniture systems. Create Electronic version of existing layout using AutoCAD and Cap Studio Software. Provide product counts of existing plan broken out by floor. Determine quantity of typical 8 x 8 workstations that can be built from existing inventory.	\$16,003
100	9/20/04	DELOITTE AND TOUCHE LLP	S04008288	Employee Benefits Consulting Services as Required.	\$16,000
100	3/16/04	ARCH WIRELESS	S04002437	Annual order for pager rental for Environmental Services. To cover period of 2/06/04 through 2/05/05	\$14,400
100	3/19/04	COGNOS INC	S04002563	Support for NT Intel-Cognos Planning Analyst, Contributor Users, Contributor Application Server (April 1, 2004 through March 31, 2005)	\$14,272
100	9/28/04	SOFTWARE HOUSE INTL	S04008580	MSFYBM-AE Magic Enterprise Help Desk Windows	\$13,973
100	6/25/04	SYNTAX INC	S04005793	Citrix Metaframe Software Maintenance Subscription Advantage Annual Renewal 7/15/04 to 7/15/05	\$12,750
100	8/9/04	SYBASE IAD SUBSCRIPTION SVCS	S04007040	PBE50USP-R Sybase: Powerbuilder Enterprise	\$11,875
100	4/29/04	MIDWAVE	S04003986	Enterprise Software Subscription for VPN-1 Gateway for High Availability-U-NG-Product	\$11,443
100	6/15/04	POLL, DONN	S04005426	Editorial and design services for 12 issues of Council Directions newsletter (2 years)	\$11,040
100	7/15/04	STATE OF MN GOVERNOR'S OFFICE	S04006297	FY05 PORTION OF INTERAGENCY LOBBYING AGREEMENT FOR WASHINGTON DC OFFICE	\$10,727
100	2/26/04	PAEPERGROUP LLC	S04001810	Provide professional services under the direction of Michael Karels	\$10,000
100	9/10/04	SWEIDAN CONSULTING INC	S04008015	Consulting on Sybase upgrade - Rate of \$80 per hour	\$10,000

NOTE: 2004 draft report displays preliminary,, unaudited data thru November 2004.

**Report on 2004 Consultant Activity  
Contracts Less Than \$50,000**

**Appendix G.2.b.**

<b>Fund</b>	<b>Issue Date</b>	<b>Vendor</b>	<b>PO Number</b>	<b>Item Description</b>	<b>Amount</b>
100	8/5/04	FOX LAWSON & ASSOCIATES	S04006995	Provide senior consulting services for in-person and telephone based advise and information on human resource issues.	\$9,990
100	2/6/04	BROUGHTON INTL	S04001192	WRQ Reflexion for Unix and OpenVMS - Maintenance - Concurrent	\$9,661
100	2/5/04	SYBASE INC	S04001148	PDE60USP-R Sybase: PowerDesigner Process Analyst updating Subscription Renewal	\$9,605
100	8/16/04	JESSON & PUST PA	S04007044	Investigative Services	\$8,700
100	3/4/04	SYNTAX INC	S04002083	On-site service to identify and assist in the installation of all necessary Microsoft and Citrix patched. Review/help install Network Associates virus protection. Review and recommend procedures for system failure recovery of Citrix servers.	\$8,580
100	8/31/04	SYBASE INC	S04007716	ASE Workplace Enterprise Support Contract (Covers period 7/29/04 to 7/28/05)	\$8,348
100	3/19/04	BUSINESS OBJECTS AMERICAS	S04002570	VSUPSTD Standard Support for Crystal Enterprise 10 Professional Win Concurrent Access License Software Updates 1 Year 3/19/2004 to 3/18/2005	\$8,200
100	7/9/04	TRIMBLE HART CONSULTING	S04006144	Risk management consultant services as described in the attached proposal dated May 11, 2004, to be performed under the direction of Phil Walljasper	\$6,825
100	9/2/04	STATE OF MN/INTER TECHNOLOGIES GROUP	S04007786	Advisor level seat holder subscription to the Gartner Cor Research for the period September 1, 2004 through June 30, 2005. Per Contract A46309.	\$6,317
100	8/5/04	LANDKAMER, JEANNE	S04006594	Writing and editing work on the 2004 Annual Report	\$6,250
100	9/24/04	MIDWAVE	S04008516	DMZ Implementation Assistance	\$6,000
100	11/1/04	BLACKWELL IGBANUGO PA	S04009623	Investigative Services	\$5,040
100	1/12/04	LANDKAMER, JEANNE	S04000063	Writing articles and content for Councilinfo - per instructions from Leigh Homstad	\$5,000
100	2/27/04	DUNHAM ASSOCIATES	S04001904	Provide professional services under the direction of Michael Karels. Total not to exceed.	\$5,000
100	7/26/04	JESSON & PUST PA	S04006514	Investigative services	\$4,800
100	5/26/04	BLACKWELL IGBANUGO PA	S04004757	Investigative services for February and March, 2004	\$4,000
100	10/11/04	LANDKAMER, JEANNE	S04006593	Editing and writing of the Parks and Open Space Policy Plan report	\$4,000
100	8/5/04	LANDKAMER, JEANNE	S04006609	Writing, editing for Council Directions - Aug. - Dec.	\$4,000
100	11/15/04	INFORMATIVE GRAPHICS CORP	S04010026	Priority Plan for Net-It Central covers period 12/19/2004 through 12/19/2005	\$3,999
100	1/29/04	STATE OF MN/INTER TECHNOLOGIES GROUP	S04000117	Advisor level seat holder subscription to the Gartner Core Research for the period March 1, 2004 through August 31, 2004. Per Contract A46309.	\$3,725
100	9/20/04	BLACKWELL IGBANUGO PA	S04008267	Investigative Services	\$3,520
100	4/28/04	ZASIO ENTERPRISES INC	S04003917	ENTSPR Annual Maintenance and Support for Versatile	\$3,395
100	4/29/04	SAFE SOFTWARE INC	S04003996	Annual Maintenance Contract Renewal (FME Server) AMC Valid through to March 31, 2005 Serial Number: S0107A2473	\$2,800
100	5/27/04	LAKE STATE REALTY SVC INC	S04004879	Appraisal Services performed by Julie Jeffrey-Schwartz	\$2,775
100	1/26/04	QUICKSILVER EXPRESS COURIER	S04000727	two months services until new bid is completed.	\$2,756
100	4/21/04	IBM CORP	S04003663	1year of Support for the 2 systems	\$2,662
100	2/10/04	ATOMZ.COM	S04001288	Annual software license renewal for the Metropolitan Council's web site search engine. Term of agreement 3/15/04 - 3/15/05.	\$2,625
100	8/4/04	JESSON & PUST PA	S04006831	Investigative Services	\$2,550
100	1/8/04	MN CLIPPING SERVICE	S04000179	Media clipping services provided on an as needed basis during 2004.	\$2,500
100	1/29/04	JESSON & PUST PA	S04000889	Investigative Services as requested by the Council's Office of Diversity.	\$2,500
100	7/13/04	NORTHSTAR MEDIA SVC	S04006224	For transit related news clips and video duplication as requested by Media Coordinator Bonnie Kollodge throughout 2004.	\$2,500
100	7/19/04	GRAYBOW COMMUNICATIONS	S04006404	Audio/video services for the Metropolitan Council meetings.	\$2,500

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**Report on 2004 Consultant Activity  
Contracts Less Than \$50,000**

**Appendix G.2.b.**

<b>Fund</b>	<b>Issue Date</b>	<b>Vendor</b>	<b>PO Number</b>	<b>Item Description</b>	<b>Amount</b>
100	9/3/04	CHAN, MARGARET	S04007848	Graphic design for the Transportation Policy Plan.	\$2,500
100	9/16/04	PORTRAIT DESIGN & PRINT STUDIO	S04008183	Photography work for the 2004 Annual Report. Total cost not to exceed \$2,500 (rate of \$125/hour or \$1,000 per day). Rate for each master image - \$49.95	\$2,500
100	11/9/04	CHAN, MARGARET	S04009754	Graphic Design work for the regional transit marketing campaign.	\$2,500
253	11/5/04	COMSTOCK & DAVIS INC	S04009792	ALTA/ACSM Land Title Survey for 390 N. Robert Street Building	\$5,000
100		Summary Total	Various	Contracts Less Than \$2,500	\$94,991
<b>SUBTOTAL GENERAL FUND</b>					<b>\$1,031,495</b>
200	4/29/04	Zan Associates	04P013	Central Corridor Project Management	\$47,500
201	9/15/04	Dorsey & Whitney LLP (Mpls)	04P137	Legal Services - MTS Litigation and Procurement Matters	\$35,000
201	7/12/04	SRF CONSULTING GROUP	S04006214	Coding of new transit networks to include Sector 5 routes, Hiawatha Line, and Transit Ways proposed in Transportation Policy Plan, in accordance with SRF Proposal No. P04293 dated July 9, 2004. For Mark Filipi	\$24,900
201	8/10/04	MN POLLUTION CONTROL AGENCY	S04007049	Funding support for consulting services with Sonoma Technology Inc. to update road emissions inventories in the Twin Cities Carbon Monoxide Maintenance Plan using the US EPA MOBILE SIX-POINT TWO emissions model. For Jim Barton	\$15,000
201	3/3/04	MCCOLLOM MANAGEMENT CONSULTING INC	S04002036	Twin Cities Transit Audit Hourly rate \$125---Not to exceed \$9,999	\$9,999
201	1/6/04	ANOKA COUNTY HWY DEPT	S04000084	Metro Commuter Services portion of Anoka County Transit Study	\$8,000
201	2/19/04	SPSS INC	S04001574	Maintenance Through January 31, 2005 SPSS Base Users 3: \$1530; SPSS Advanced Users 1: \$306; SPSS Tables Users 1: \$350; SPSS Categories Users 2: \$498; SPSS Conjoint Users 2: \$498	\$3,182
		Summary Total	Various	Contracts Less Than \$2,500	\$2,215
<b>SUBTOTAL TRANSPORTATION REVENUE FUNDS</b>					<b>\$145,796</b>
222	2/3/04	SCHAFER, DAVE	S04001031	Housing Quality Standards Inspections	\$17,500
234	2/19/04	NAN MCKAY & ASSOCIATES INC	S04001593	Consulting services: Financial analysis of HUD Sections Program and Metro HRA. Services to be performed by Ray Adair, on an as-needed basis, with no guaranteed minimum amount.	\$20,020
		Summary Total	Various	Contracts Less Than \$2,500	\$213
<b>SUBTOTAL HRA / FAHP FUNDS</b>					<b>\$37,733</b>
610	3/31/04	Wenck Associates, Inc.	04P020	Air Permitting Assistance	\$49,000
610	11/1/04	Coastal Training Technologies, Inc.	04P131	Web-Based Interactive Safety Training	\$48,050
610	2/12/04	MILLS, PAMELA A	S04001391	For Professional Library Cataloging Services. Services will be performed on an as-need basis, with no guaranteed minimum amount. Please coordinate all work with the Council's Project Manager, Marcel Jouseau (651-602-1145).	\$10,400
610	8/9/04	COGNOS INC	S04007035	Training as Required	\$10,000
610	5/19/04	GOPHER STATE ONE CALL	S04004527	Gopher State One-Call Services as required for April 2004	\$8,964
610	6/16/04	GOPHER STATE ONE CALL	S04005450	Gopher State One Call Services as Required May 2004	\$8,461
610	7/14/04	GOPHER STATE ONE CALL	S04006289	Gopher State One-call services as Required for June 2004	\$7,865
610	8/18/04	GOPHER STATE ONE CALL	S04007348	Gopher State One Call services for July 2004	\$6,780

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**Report on 2004 Consultant Activity  
Contracts Less Than \$50,000**

**Appendix G.2.b.**

<b>Fund</b>	<b>Issue Date</b>	<b>Vendor</b>	<b>PO Number</b>	<b>Item Description</b>	<b>Amount</b>
610	9/17/04	GOPHER STATE ONE CALL	S04008165	Gopher State One-Call Services as required August 2004	\$6,729
610	10/21/04	GOPHER STATE ONE CALL	S04009335	Gopher State One-Call Services as required September 2004	\$5,707
610	10/4/04	UNIV OF MN/DEPT OF ENTOMOLOGY	S04008787	Collect and analyze stream macroinvertebrate samples.	\$4,857
610	5/13/04	HEWLETT-PACKARD	S04004411	Hardware/Software Maint. Contract for June '04 to 5/31/05. Agreement # 93D65139D	\$4,512
610	4/22/04	GOPHER STATE ONE CALL	S04003758	Gopher State One-Call Services as required March 2004	\$4,296
610	9/9/04	CAMP DRESSER AND MCKEE INC	S04007990	Presentation & technical assistance on managed competition	\$3,800
610	8/6/04	DIALOG CORP, THE	S04007011	Reactivate Service Agreement for Dialog -- July 2004 -- June 2005	\$3,000
610	3/4/04	GOPHER STATE ONE CALL	S04002081	Gopher State One Call Services for January 2004	\$2,803
610	3/30/04	GOPHER STATE ONE CALL	S04002903	Gopher State One-Call services as Required February 2004	\$2,716
610	2/9/04	IRISH & ASSOCIATES INC	S04001205	CONSULTING ENGINEERING SERVICES FOR I/I TASK FORCE	\$2,500
610	5/12/04	HOWARD R GREEN CO	S04004407	Consulting Engineer Services; NEFCO (no competitive process required)	\$2,500
610	9/8/04	EMA SERVICES INC	S04007950	CONSULTING SERVICES FOR ANALYSIS OF LOCAL 35 BIDDING COSTS -- NOT TO EXCEED \$2500	\$2,500
		Summary Total	Various	Contracts Less Than \$2,500	\$368,755
<b>SUBTOTAL MCES FUNDS</b>					<b>\$564,196</b>
702	4/1/04	International Transit Security	04P009	ADA Field Audits	\$48,960
702	10/14/04	WENCK ASSOC. INC	T0000086481	NICOLLET & HEYWOOD POTENTIAL HAP EMISSIONS - PER INVOICE # 402937	\$5,300
702	02/16/04	TOLTZ KING DUVAL ANDERSON & A	T0000079988	floor inspections for South and MJR PER INV. #067123	\$4,980
702	04/23/04	TOLTZ KING DUVAL ANDERSON & A	T0000081282	Provide CADD floor plan for the Overhaul Base PER INV. #067423, 5/20/04	\$4,980
702	07/13/04	GENERAL CORROSION CORP	T0000083470	Up-grade the cathodic protection system at the OHB	\$4,850
702	04/07/04	WOLFGRAM/KNUTSON ARCHITECTS LT	T0000081020	Design services for the prelim drawings for police station renov	\$4,700
702	05/24/04	WENCK ASSOC. INC	T0000082046	Petro fund application for 2004 MJR	\$4,454
702	01/14/04	BURNS, LAURIE	T0000078984	Peer Support Consultant/Training Program per Statement of Work and Proposal	\$4,400
702	01/14/04	CERES ENVIRONMENTAL SVSC	T0000078989	monitoring and maintenance for Sn through Dec 14 03	\$3,988
702	02/16/04	WOLFGRAM/KNUTSON ARCHITECTS LT	T0000079984	Professional services for Police Station rehab	\$3,900
702	10/13/04	KRAMER, KURT G	T0000086386	Design & Logistics for LRT Disaster Exercise	\$3,750
702	02/02/04	KNUTSON, JAMES	T0000079560	Final payment of Interior design services per proposal dated January 13, 2004	\$3,234
702	09/07/04	BERNARD JACOB ARCHITECTS LTD	T0000085170	Rendering of security walkway	\$3,176
702	05/21/04	KNUTSON, JAMES	T0000082005	Final payment of Interior Design Services per quote dated May 12, 2004	\$3,099
702	06/29/04	PROGRESSIVE CONSULTING ENGINEERS	T0000083127	DESIGN OF CATCH BASIN AT TH PER INV. #04019.01 (PARTIAL SHIPMENT PER JAB)	\$2,790
		Summary Total	Various	Contracts Less Than \$2,500	\$80,222
<b>SUBTOTAL METRO TRANSIT OPERATING FUND</b>					<b>\$186,782</b>
<b>TOTAL ALL FUNDS</b>					<b>\$1,966,002</b>

**Report on Consultant and Contractual Services Activities, 2005 Budget**  
**Environmental Services Division**

**Appendix G.3**

<b>Unit</b>	<b>Expense Type</b>	<b>Description</b>	<b>2005 Budget</b>
<b>General Managers Office</b>	Consultant	Contingency for entire Division	\$ 448,000
	Contracted Services/Other	Drug testing, Off-site records storage	129,300
	Safety services	First aid equipment, maintenance, training	13,000
	Equipment Repair	Repairs as needed	1,000
	Insurance	Plant property, equipment insurance	800,000
	<b>Total General Managers Office</b>		<b>\$ 1,391,300</b>
<b>Treatment Services</b>	Computer Services/Leased	Maintenance at outlying plants	\$ 5,000
	Engineering	Specialty engineering consulting	20,000
	Contracted Services/Other	Staff training, emissions testing, process computer support	464,060
	Security	Contract security services at plants	775,357
	Contracted Services/Safety	Fire detection, suppression maintenance	13,000
	Solid Waste Removal	Plant screenings, grit disposal	492,900
	Ash Removal	Plant incineration ash disposal	417,500
	Sludge Removal	Plant sludge disposal	15,000
	Laundry	Staff uniform laundry	92,500
	Maintenance	Maintenance, repair contracts at plants	647,650
	Bio Solids Recycling	NEFCO contract operations at Blue Lake plant	2,030,000
	Consultant - training	Training plant staff	450,000
	Janitorial	Janitorial services for plants	126,000
	Equipment Repair	Repairs as needed	5,000
	<b>Total Treatment Services</b>		<b>\$ 5,553,967</b>
<b>Interceptor Services</b>	Computer Services/Leased	Contracted support for metering, alarm unit	\$ 20,000
	Engineering	Specialty engineering consulting	113,500
	Maintenance	Sewer Cleaning	1,336,000
	Solid Waste Removal	Waste removal at offices, facilities	25,000
	Contracted Services/Other	Underground utility locator services	137,500
	Temporary Help	Contingency for vacancies	1,000
	Interceptor Maintenance	Services provided by municipalities	12,000

**Report on Consultant and Contractual Services Activities, 2005 Budget**  
**Environmental Services Division**

**Appendix G.3**

<b>Unit</b>	<b>Expense Type</b>	<b>Description</b>	<b>2005 Budget</b>
	Janitorial	Janitorial services at Interceptor offices	19,000
	Laundry	Staff uniform laundry	21,000
	Duplicating	Large format copying	1,050
	Contracted Services/ Safety	Fire detection, suppression maintenance	27,000
	<b>Total Interceptor Services</b>		<b>\$ 1,713,050</b>
<b>Technical Services</b>	Consultant	CAD system programming	\$ 2,500
	Equipment repair	Repairs as needed	2,500
	Janitorial	Janitorial contract for field construction offices	7,500
	Contracted Services/Other	Drafting equipment services	11,850
	Duplicating	Drafting prints duplication	4,650
	<b>Total Technical Services</b>		<b>\$ 29,000</b>
<b>Environmental Quality Assurance</b>	Laboratory	Outside laboratory services for special testing	\$ 77,810
	Contracted Services/Other	Laboratory services, Odor sampling	209,050
	Temporary Help	Contingency to cover laboratory vacancies	42,500
	Software Maintenance	Annual fee for software	2,300
	Laundry	Staff uniform laundry	15,000
	Janitorial	Janitorial services at EQA facilities	23,041
	Maintenance	Laboratory, Research equipment maintenance	134,123
	Equipment Repair	Repairs as needed	7,000
	Contracted Services/ Safety	Fire detection, suppression maintenance	8,950
	Solid Waste Removal	Waste removal at offices	2,000
	Printing	Special format report printing	600
	<b>Total Environmental Quality Assurance</b>		<b>\$ 522,374</b>
<b>Environmental Services Division Total</b>			<b>\$ 9,209,691</b>

**Report on Consultant and Contractual Services Activities, 2005 Budget,  
Metro Transit**

**Appendix G.3**

<b>Unit</b>	<b>Expense Type</b>	<b>Description</b>	<b>2005 Budget</b>
<b><u>Bus Operations - Part A: Consulting Fees - Operating</u></b>			
<b>Customer Services and Marketing</b>	Consultant	Pocket schedule production, video production, website, mailing services, etc.	\$ 42,580
	Transit marketing	Advertising Fees	141,400
	Consultant	Telephone Info Center systems; web dev	8,651
	Contractual Services Other	Warehousing & Distribution Services for Pocket Schedules, Maps, etc.	1,920
	<b>Total Customer Services and Marketing</b>		<b>\$ 194,551</b>
<b>Engr. And Facilities</b>	Consultant	Petro fund form fees; testing fees for Air, Wells and Ground Water, UST testing; Misc. tech services	\$ 391,389
	Consultant	Interior design consultant and Voice mail maintenance	68,581
	Consultant	Tech. services-engineers; Testing Services including sump material	488,120
	Contractual Services Other		\$ 188,362
	<b>Total Engr. And Facilities</b>		<b>\$ 1,136,452</b>
<b>Service Development</b>	Consultant	Sector studies, etc	\$ 10,140
	Consultant	Training service fees	19,594
	<b>Total Service Development</b>		<b>\$ 29,734</b>
<b>Bus Transportation</b>	Consultant	Training and other Professional and Technical services	\$ 75,700
	Contractual Services Other	Misc	10,830
	Temporary help	Temporary help	5,050
	<b>Total Bus Transportation</b>		<b>\$ 91,580</b>
<b>Executive</b>	Temporary help	Temporary Help	\$ 7,080
	Consultant	Misc	30,300
	<b>Total Executive</b>		<b>\$ 37,380</b>

**Report on Consultant and Contractual Services Activities, 2005 Budget,  
Metro Transit**

**Appendix G.3**

Unit	Expense Type	Description	2005 Budget
Finance	Consultant	Audit Fees - Office of the State Auditor	\$ 25,300
	Consultant	Purchasing Dept.: testing fees	7,620
	Contractual Services Other	Bank Service Charge	117,660
	Contractual Services Other	Photo application	33,570
	Contractual Services Other	Misc/Other Services	26,370
	Contractual Services Other	Microfilm processing fees	900
	Consultant	Diesel Fuel price risk management advisor	24,240
	Temporary help	Temporary Help	22,210
	Total Finance		\$ 257,870
Bus Maintenance	Consultant	Boiler Licenses + transmission oil tests	\$ 100
	Consultant	Qualification development work service fees	12,980
	Contractual Services Other	Bus Watch Camera System	147,980
	Contractual Services Other	Paper and Oil Filter Recycling	11,710
	Contractual Services Other	Misc	73,560
	Consultant	Chemical testing, EPA, OSHA testing	3,030
	Total Bus Maintenance		\$ 249,360
Safety	Consultant	Hazardous information services; System safety support -	\$ 12,830
	Total Safety		\$ 12,830
SubTotal Part A: Consulting Fees - Operating			\$ 2,009,757
<b>Bus Operations - Part B: Metro Transit Contract Services - Operating Expenses</b>			
	Consultant	Elevator service, Repair, Pest control, Viking Sprinklers, Cummins, Electrical contractor	\$ 251,342
	Security	Alarm Monitoring System	8,200
	Contractual Services Other	Snow Removal & Maintenance of Lots	207,787
Total Engr. And Facilities			\$ 467,329



**Report on Consultant and Contractual Services Activities, 2005 Budget,  
Metro Transit**

**Appendix G.3**

<b>Unit</b>	<b>Expense Type</b>	<b>Description</b>	<b>2005 Budget</b>
<b>Finance</b>	Security	Armored Car Service Fees	\$ 98,590
	Contractual Services Other	Other Services	79,810
	<b>Total Finance</b>		<b>\$ 178,400</b>
<b>Police Security - Public Safety</b>	Security	Building Security Alarms/Equipment Systems and Monitoring.	\$ 117,494
	Consultant	Psychological exams, and contract w/police	1,110
	Consultant	Firearms Training	36,870
	<b>Total Police Security - Public Safety</b>		<b>\$ 155,474</b>
<b>SubTotal Part B: Contract Maintenance Fees - Operating</b>			<b>\$ 801,203</b>
<b>Total Bus Operations Consulting &amp; Contractual Services</b>			<b>\$ 2,810,960</b>
<b><u>Light Rail Operations - Consulting &amp; Contractual Services</u></b>			
		Rail Systems Maintenance	\$ 420,104
		Rail Vehicle Maintenance	25,000
		Rail Facilities & Support Maintenance	165,700
		All Other Contracted Services	\$ 13,700
<b>Total Metro Transit- Light Rail Operations</b>			<b>\$ 624,504</b>
<b>TOTAL METRO TRANSIT</b>			<b>\$ 3,435,464</b>

**Report on Consultant and Contractual Services Activities, 2005 Budget**  
**Metropolitan Transportation Services Division**

**Appendix G.3**

Unit	Expense Type	Description	2005 Budget
Transportation Planning	Consultant	Transportation Planning Consultants	\$ 215,000
	Contractual Services Other	Miscellaneous	5,000
	Total Transit Administration Fund		\$ 220,000
Metro Commuter Services/TDM	Consultant	Graphic Design Services	\$ 11,198
	Contractual Services Other	TDM Activities	877,400
	Software maintenance	Rider maintenance	35,000
	Total Metro Commuter Services		\$ 923,598
Metro Mobility	Contractual Services Other	Miscellaneous	\$ 91,743
	Consultant	Functional Assessments	93,000
	Consultant	Customer Survey	28,000
	Software maintenance	Trapeze (Ride Scheduling) Software	125,000
	Total Metro Mobility		\$ 337,743
Contracted Regular Route	Accounting & auditing	NTT Audit	\$ 30,000
	Total Regular Route		\$ 30,000
Metropolitan Transportation Services Total			\$ 1,511,341

<b>Transit Service Provider Expense</b>	<b>Expense Type</b>	<b>Description</b>	<b>2005 Budget</b>
<b>Metro Commuter Services/TDM</b>	TDM Transit Providers	Travel Demand Management Programs	\$ 173,000
	Transit Service Providers	VanGo! Program	405,000
	<b>Total Metro Commuter Services</b>		<b>\$ 578,000</b>
<b>Metro Mobility</b>	Transit Service Providers	Metro Mobility Transit Service	\$ 30,332,284
<b>Opt Out</b>	Transit Service Providers	MVET Pass-through	\$ 23,642,500
<b>Contracted Regular Route</b>	Regular Route	Contracted Regular Route Transit Service	\$ 10,828,384
<b>Community Programs</b>	Community Based Transit	Community Transit Service	\$ 3,900,135
<b>Total Transit Service Provider Contracts</b>			<b>\$ 69,281,303</b>

**Report on Consultant and Contractual Services Activities, 2005 Budget  
Community Development and HRA Division**

**Appendix G.3**

<b>Unit</b>	<b>Expense Type</b>	<b>Description</b>	<b>2005 Budget</b>
<b>Division Management</b>	Contractual Services Other	Contractual Services Other	\$ 55,000
	<b>Total Division Management</b>		<b>\$ 55,000</b>
<b>Geographic Information Systems (GIS)</b>	Consultant	GIS Consultant	\$ 36,000
	Contractual Services Other	Metro GIS parcel data maintenance	50,000
	Contractual Services Other	Data maintenance: street centerline	47,800
	<b>Total Geographic Information Systems (GIS)</b>		<b>\$ 133,800</b>
<b>Research</b>	Contractual Services Other	Miscellaneous contractual services	\$ 20,000
	<b>Total Research</b>		<b>\$ 20,000</b>
<b>Planning and Technical Assistance</b>	Consultant	Local technical assistance support	\$ 20,000
	<b>Total Planning and Technical Assistance</b>		<b>\$ 20,000</b>
<b>Housing and Livable Communities</b>	Consultant	Consultant services	\$ 5,000
	<b>Total Housing and Livable Communities</b>		<b>\$ 5,000</b>
<b>Metropolitan Housing and Redevelopment Authority (HRA)</b>			
<b>HRA - Rent Assistance Programs</b>	Accounting & auditing	Annual audit	\$ 14,000
	Consultant	Consultant services	20,000
	Contractual Services Other	Interpreter services	40,000
	Temporary help	Temporary help	60,000
	<b>Total HRA</b>		<b>\$ 134,000</b>
<b>Family Affordable Housing Program</b>	Accounting & auditing	Annual audit	\$ 7,000
	External legal services	External legal services	5,000
	Contractual Services Other	Contractual Services Other	374,487
	Management services	Management company fees	176,400
	<b>Total</b>		<b>\$ 562,887</b>
<b>Community Development Total</b>			<b>\$ 930,687</b>

**Report on Consultant and Contractual Services Activities, 2005 Budget**  
**Regional Administration**

**Appendix G.3**

Unit	Expense Type	Description	2005 Budget
Legal Office	External legal services	External legal services	\$ 1,555,000
	Contractual Services Other	Court Reporter Services	\$ 55,800
	Total Legal Office		\$ 1,610,800
Office of Diversity	Consultant	WBE certifications, PFA issues, assist.	\$ 30,000
	Contractual Services Other	Contract investigations	\$ 12,000
	Total Office of Diversity		\$ 42,000
Human Resources - Labor Relations	Consultant	Labor negotiations	\$ 120,000
	Contractual Services Other	Temporary Services	\$ 6,000
	Human Resources - Labor Relations		\$ 126,000
Human Resources - Learning and Organizational Development	Consultant	Staff computer training: GIS Archview/info training, Web-based CBT; Mgmt/Staff development	\$ 65,500
	Consultant	PeopleSoft upgrade training	\$ 20,000
	Contractual Services Other	PDI: Profilor processing; Flu Shots; Employee Assistance Prg; Fit for Life services; health screening	\$ 92,300
	Human Resources - Learning and Organizational Development		\$ 177,800
Human Resources - Staffing and Compensation	Consultant	Hay Evaluations	\$ 2,500
	Contractual Services Other	Contractual services (surveys)	\$ 7,750
	Human Resources - Staffing and Compensation		\$ 10,250
Human Resources - Metro Transit	Consultant	Occupational Health, Drug Testing, Employment Testing, Background Checks	\$ 344,327
	Contractual Services Other	Temporary help	\$ 3,500
	Human Resources - Metro Transit		\$ 347,827
Human Resources - Benefits Admin.	Consultant	Benefits consultant	\$ 140,000
	Contractual Services Other	Flex spending admin.	\$ 35,000
	Human Resources - Benefits Admin.		\$ 175,000
	Total Human Resources		\$ 836,877
Government Affairs	Consultant	Intergovernmental relations services	\$ 95,000
	Total Government Affairs		\$ 95,000

**Report on Consultant and Contractual Services Activities, 2005 Budget**  
**Regional Administration**

**Appendix G.3**

Regional Administration			2005
Unit	Expense Type	Description	Budget
Communications	Computer services	Computer services--Library	\$ 8,000
	Contractual Services Other	Meetings, forums, special events	\$ 5,000
	Contractual Services Other	Freelance writing, editing	\$ 45,000
	Contractual Services Other	Audio/Video Editing & Production	\$ 30,000
	Contractual Services Other	Website design, development, hosting, maintenance	\$ 130,000
	Contractual Services Other	Graphics--design, production	\$ 45,000
	Contractual Services Other	Regional transit marketing; branding, other	\$ 38,000
	Total Communications		\$ 301,000
Fiscal Services	Accounting & auditing	Annual audit by State Auditors	\$ 200,000
	Computer services	Comptr services-investment support	\$ 30,000
	Consultant	Peoplesoft implementation support	\$ 28,000
	Contractual Services Other	Banking fees	\$ 165,000
	Total Fiscal Services		\$ 423,000
Information Services	Consultant	IT Consulting	\$ 500,000
	Contractual Services Other		\$ 168,500
	Software maintenance	Variety software packages	\$ 3,203,998
	Total Information Services		\$ 3,872,498
Central Services	Consultant	Office space consultant	\$ 148,428
	Equipment repair	Equipment repair	\$ 2,500
	Contractual Services Other	Courier services, office reconfiguration, document storage, pager services, electrical work	\$ 117,000
	Total Central Services		\$ 267,928
Risk Management	Consultant	Contract reviews, risk consultant	\$ 15,000
	Total Risk Management		\$ 15,000
Budget and Evaluation			\$ -
	Accounting & auditing	Federal OMB A-87 Cost Alloc. plan	\$ 20,000
	Total Budget and Evaluation		\$ 20,000
REGIONAL ADMINISTRATION TOTAL			\$ 7,484,103

**Metropolitan Council  
2005 Proposed Operating Budget**

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**GLOSSARY**

***Metropolitan Council 2005 Unified Budget  
Glossary of Terms***

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

<b>Comprehensive Annual Financial Report (CAFR)</b>	Audited financial statements of the Council.
<b>Comprehensive Plan</b>	A city or county land use plan that addresses sewer, housing, transportation, parks, water systems and other issues.
<b>Cost Allocation</b>	Method for allocating costs for administrative and support services among the Council divisions.
<b>Debt Service</b>	The amount of funds required to pay both the long-term principal and interest on bonds, notes, certificates and loans.
<b>Division</b>	Basic organizational unit of the Council responsible for carrying out a specific function, defined by State statute.
<b>Environmental Assessment Worksheet (EAW)</b>	The document (EAW) required under state environmental quality rules that provides a preliminary assessment of the environmental impact of proposed land use decisions.
<b>Estimated Market Value</b>	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.
<b>Fiscal Disparities</b>	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.
<b>FTE/Full-Time Equivalent</b>	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.
<b>Fund</b>	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:
<b>a. Agency Fund</b>	To account for assets held by the government as an agent for individuals, private organizations, other governmental units and/or other funds.
<b>b. Capital Improvement</b>	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.



<b>c. Debt Service Fund</b>	To account for the accumulation of resources and payment of general obligation debt principal and interest.
<b>d. Enterprise Fund</b>	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
<b>e. General Fund</b>	To account for revenues and expenditures necessary to carry out basic governmental activities such as administration, legal and fiscal services.
<b>f. Internal Service Funds</b>	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.
<b>g. Special Revenue Funds</b>	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).
<b>Fund Balance</b>	The difference between assets and liabilities.
<b>a. Reserved Funds</b>	Legally segregated for a specific use. They are not available for discretionary appropriation due to the nature of the asset.
<b>b. Unreserved Funds</b>	<u>Designated Funds</u> - To establish tentative plans for or restrictions on the future use of financial resources. <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.
<b>General Fund</b>	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
<b>Geographic Information System (GIS)</b>	The hardware, software, data and administrative procedures that go into analyzing, using and displaying geographically based information.
<b>Grantee</b>	A recipient of grant monies from the Council.
<b>HACA</b>	State Homestead and Agricultural Credit Aid. HACA legislation provides a state payment in lieu of a portion of the property tax levy.
<b>HRA Operating Reserve</b>	The balance accumulated from the excess of revenues over expenditures in the Council's Housing and Redevelopment Authority program

<b>Implicit Price Deflator</b>	An index prepared by the federal government to measure changes in the price of goods and services.
<b>Internal Service Fund</b>	Fund used for the furnishing of goods or services by one department or other departments, on a cost-reimbursement basis.
<b>Land Use Planning</b>	The orderly use of land and placement of facilities based on local and state government public discussion, policy and regulation.
<b>LCMR</b>	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.
<b>Lease</b>	A contract for temporary use of equipment or facilities at a negotiated price.
<b>Long-Term Debt</b>	Financial obligation with maturity of more than one year after the date of issuance.
<b>Mapping Consortium (Metro GIS)</b>	An ad hoc committee consisting of staff members from the Council and other organizations that shares information about computer mapping.
<b>Metropolitan Airports Commission (MAC)</b>	The commission that owns and operates the region's airport system, including the Minneapolis/St. Paul International Airport and seven satellite airports.
<b>Metropolitan Area</b>	The area in which the Metropolitan Council has jurisdiction, consisting of the seven metropolitan counties of Anoka, Carver, Dakota, Hennepin, Ramsey, Scott, and Washington.
<b>Metropolitan Land Planning Act</b>	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.
<b>Metropolitan Parks and Open Space Commission (MPOSC)</b>	The commission that advises the Council on matters affecting the regional park and open space system.
<b>Metropolitan Region</b>	See <b>Metropolitan Area</b>
<b>Metropolitan Sports Facilities Commission (MSFC)</b>	The commission that owns and operates the Hubert H. Humphrey Metrodome.
<b>Motor Vehicle Excise Tax</b>	The motor vehicle excise tax (or MVET) is a state sales tax applied to the purchase of motor vehicles.

<b>Nonpoint-source Pollution Control</b>	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.
<b>Operating Budget</b>	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.
<b>Operating Revenue</b>	Revenue that is directly related to primary service activities.
<b>Ordinance</b>	A formal legislative enactment by the governing body of a city, township or county.
<b>Outcomes</b>	Data to indicate program performance and effectiveness
<b>Passthrough Grant or Loan</b>	Funds that are received by the Council but then granted, loaned or passed on to another agency, organization or individual for a specified use.
<b>Program</b>	An organized set of related work activities directed toward a common purpose.
<b>Proposed Budget</b>	Budget as submitted by the Regional Administrator to the Council.
<b>Section 8</b>	A federal housing rental assistance program for low and moderate- income people.
<b>Software</b>	Programs that are written to give a computer instructions to perform certain tasks.
<b>Staff Complement</b>	Number of full-time permanent positions (Note: two half-time positions equal one staff complement.)
<b>Statutory Authority</b>	Authority based on state or federal legislation.
<b>Strategic Planning</b>	Management based on a vision of success for the organization, using strategies to achieve desired goals.
<b>Tax Capacity Rate</b>	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.
<b>Tax Classification Rate</b>	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.