

METROPOLITAN COUNCIL

2008 UNIFIED OPERATING BUDGET

Adopted December 12, 2007



Metropolitan Council

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

Metropolitan Council Members

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Roger Scherer – District 1
Tony Pistilli – District 2
Mary Hill Smith – District 3
Vacant – District 4
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Peggy Leppik – District 6
Annette Meeks – District 7
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Natalie Haas Steffen - District 9
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Metropolitan Council 2008 Operating Budget

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Metropolitan Council 2008 Adopted Unified Budget Budget Message

BUDGET MESSAGE

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

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

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

GUIDING PRINCIPLES

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

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

REGIONAL DEVELOPMENT FRAMEWORK

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

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

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

OPERATING BUDGET OVERVIEW

The financial objectives underlying the budget include:

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

Metropolitan Council 2008 Adopted Unified Budget Budget Message

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

The 2008 Unified Operating Budget is \$700.9 million, an increase of 5.3 percent from the 2007 adopted budget. The Council's unified operating budget is composed of three major categories:

- **Operating expenditures:** are expenditures incurred to support the Council's primary service activities. 2008 operating expenditures are expected to be \$482.1 million, up 6.7 percent from the 2007 adopted budget. The increased expenditures are driven primarily by increased labor, diesel fuel and utility costs.
- **Pass-through grants and loans:** are funds received by the Council, which are then granted, loaned or passed on to another agency, organization or individual for a specified use. 2008 pass-through grant and loan expenditures is \$80.8 million, up .5 percent from \$80.4 million in 2007, driven primarily by increased federal HUD funding.
- **Debt service:** are expenditures required to pay both the principal and the interest on bonds, notes, certificates, and loans. 2008 debt service expenditures are \$138.1 million, up 3.6 percent from \$133.2 million in 2007, driven primarily by capital projects in MCES.

PROPERTY TAX LEVIES

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

The total combined 2007, payable 2008, property tax levy for all Council purposes is \$72.8 million, a 2.4% increase from the 2006, payable 2007, levy of \$71.1 million. Certified levies and levy limits over a five year period are presented in Table 6 of the Budget Summary.

MOTOR VEHICLE SALES TAX

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

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

Metropolitan Council 2008 Adopted Unified Budget Authority and Organization

History

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

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

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

Background

The Council has 17 members, 16 representing districts, and one chairperson. Council members are appointed by the Governor after consultation with the legislative representatives from the appointee’s district with the advice and consent of the State Senate. Members serve at the pleasure of the Governor. The Chair presides at meetings of the Council, serves as the principal liaison of the Council with the Legislature and local elected officials, and is the principal spokesperson of the Council. Current Metropolitan Council members are listed on 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 over half a million jobs, a half-million households, and more than onemillion people.

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

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

- Operating a regional transit system that provides 240,000 bus rides per weekday and 4,300 rides on an average weekday for people with disabilities through Metro Mobility;
- Collecting and treating nearly 300 million gallons of wastewater daily;
- Serving nearly 100 communities and more than 6,800 households through Section 8 and other affordable-housing programs; and
- Working with local governments to develop and maintain the area’s renowned regional park system, which has grown to 52,000 acres open for public use.

Metropolitan Council 2008 Adopted Unified Budget Authority and Organization

The Council is organized into three operating divisions: Transportation, Environmental Services, and Community Development - and supporting central administrative units. The operating divisions and other major units report to the Regional Administrator who, in turn, reports to the 17-member Council board. The Regional Administrator is responsible to ensure that policy decisions of the Council are carried out, to organize and direct the work of Council staff, to prepare and submit an annual budget and to keep the Council fully apprised of the financial condition of the Council. The Council's organization structure is shown on page 2-6.

TRANSPORTATION DIVISION

The 2008 transportation budget focuses on maintenance of the existing transit system, yet oriented toward continuing reasonable growth once funds become available. The 2008 budget includes \$92 million from a State General Fund appropriation for transit support.

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

- Metro Transit: Provided roughly 64.4 million bus trips and nearly 9.4 million rail trips in 2006. The total of 73.8 million trips was the highest number of passengers since 1984.
- Metro Mobility: This program serves persons with disabilities that prevent them from using the regular-route transit system. This service provided 1.3 million rides in 2006.
- Contracted Regular Routes: Approximately 50 regular routes are contracted out to private and nonprofit organizations. This service provided an estimated 2.3 million rides in 2006.
- Community Programs: Dial-a-ride service is provided to rural areas and a number of cities through contracts with counties, cities and nonprofit organizations. In 2006, 500,000 rides were provided by this program through contracts with 17 transit service providers.
- Suburban Transit Providers: Thirteen communities provide their own transit services. The Council provides capital funding for these programs and passes through operating funds from the state. In 2006, these programs provided 4.3 million rides.

ENVIRONMENTAL SERVICES DIVISION

Metropolitan Council Environmental Services (MCES) collects and treats an average of 300 million gallons of wastewater each day from 104 communities, achieving near-perfect compliance with federal and state clean water standards. It also provides water resources monitoring and analysis for the region, and partners with numerous public and private groups committed to a clean environment. Wastewater operations and debt service are 100 percent funded by user fees.

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

The following considerations were the top priorities in the development of the 2008 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 2008 Adopted Unified Budget Authority and Organization

COMMUNITY DEVELOPMENT DIVISION

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

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

The Housing and Redevelopment Authority includes two major programs – the Rent Assistance program providing more than 6,800 HUD Section 8 rental vouchers and the Family Affordable Housing Program, which rents 150 housing units owned and operated by the Council to low-income households.

REGIONAL ADMINISTRATION

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

Regional Administration's major priority for 2008 will be to continue supporting the Council's operating units by providing high-quality, cost-effective services.

LEGISLATIVE COMMISSION ON METROPOLITAN GOVERNMENT

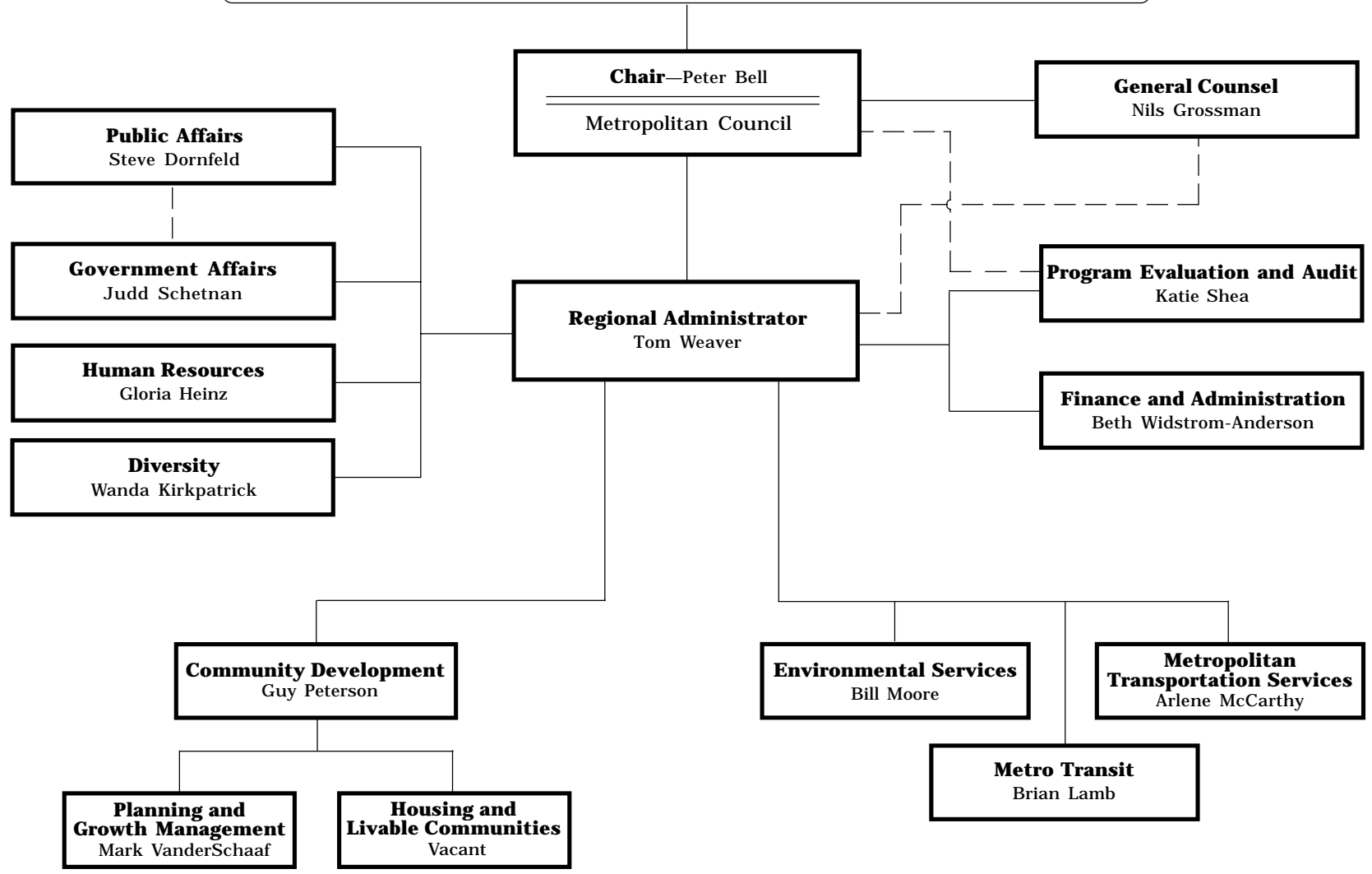
A Legislative Commission on Metropolitan Government, consisting of seven senators and seven state representatives was established by legislation in 2001. The legislation directs the commission to monitor, review, and make recommendations to the legislature and the Council on:

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

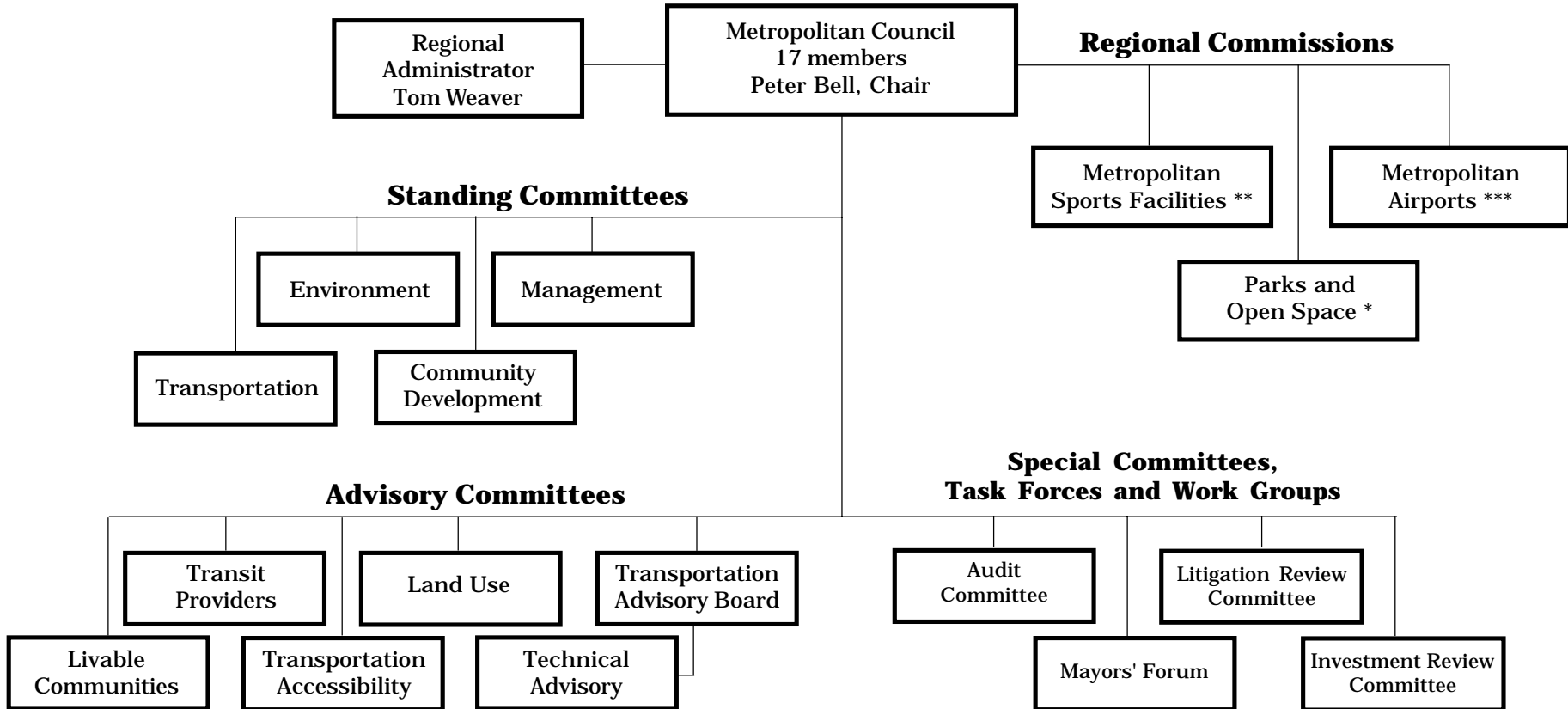
***Metropolitan Council 2008 Adopted Unified Budget
Authority and Organization***

Council Members	Appointed
Chair Peter Bell	January 9, 2003
District Members	
District No. 1 Roger Scherer	March 10, 2003
District No. 2 Tony Pistilli	March 19, 2003
District No. 3 Mary Hill Smith	January 4, 1993
District No. 4 Vacant	
District No. 5 Russell Susag	March 10, 2003
District No. 6 Peggy Leppik	March 10, 2003
District No. 7 Annette Meeks	March 10, 2003
District No. 8 Lynette Wittsack	March 10, 2003
District No. 9 Natalie Haas Steffen	April 19, 1999
District No. 10 Kris Sanda	October 19, 2005
District No. 11 Georgeanne Hilker	September 11, 2003
District No. 12 Sherry Broecker	June 27, 2007
District No. 13 Rick Aguilar	March 10, 2003
District No. 14 Kirstin Sersland Beach	June 27, 2007
District No. 15 Daniel Wolter	March 9, 2005
District No. 16 Brian McDaniel	September 11, 2003

METROPOLITAN COUNCIL



Metropolitan Council Policymaking Structure



September 2004

* Staff support provided to Commission by Metropolitan Council.

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

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



Metropolitan Council

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Metropolitan Council 2008 Adopted Unified Budget Budget Summary and Financial Resources

GENERAL OVERVIEW

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

- Table 1 provides a comparison of the total 2008 budget to the 2007 adopted budget and the 2006 actual revenues and expenditures.
- Table 2 provides the breakdown of the 2008 budget between Council Operations, Pass-Through Grants and Debt Service Funds.

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

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

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

The Regional Administration and Community Development operating budgets (excluding HRA) reflect a combined use of reserves of \$650 thousand. This use of dedicated reserves is for reimbursement of expenses for the Water Supply initiative in Environmental Services. Environmental Services budget is a \$1 million of deficit for 2008. The Transportation Division budget uses \$3.4 million of reserves. \$2.9 million is for Metro Transit operations and \$.4 million is for the Metro Mobility Program in MTS.

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

OPERATIONS (Table 3)

Operating Revenues increase 6.5% from the 2007 adopted budget.

- Federal and Fare Revenues each increased about \$5.0 million for 2008.
- State Motor Vehicle Sales Tax (MVST) funds are provided to the Council through the State Metropolitan Transit Fund. The budget includes \$125.0 million in MVST funding, which is an increase of \$3.7 million from 2007 budget. The budget provides for \$20.7 million of MVST to be passed through to Suburban Transit Provider communities. The State Appropriation Base is \$91.8 million which an increase of \$10.9 million from 2007 budget.

Operating Expenditures increase 6.7% from the 2007 adopted budget. Total expenditures are projected to increase 5.3%.

Metropolitan Council 2008 Adopted Unified Budget Budget Summary and Financial Resources

- Approximately 59% of operating expenditures are for Salaries and Benefits. Staffing expenditures are projected to increase by 4.9% in 2008. This represents a general increase in salaries and benefits from the 2007 adopted budget.
- Consultant and Contractual Services increase 11.8% in 2008. Additional detail on Professional & Technical services contracts are contained in Appendix G.
- Building Costs/Rents & Utilities increase 6.1% over the 2007 adopted budget. The increase is primarily due to the increase in utility costs at Council facilities.

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

PASS-THROUGH GRANTS AND LOANS (Table 4)

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

The programs administered by the Council include:

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

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

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

DEBT SERVICE (Table 5)

Metropolitan Council 2008 Adopted Unified Budget Budget Summary and Financial Resources

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

PROPERTY TAXES (Table 6)

The Metropolitan Council levies property taxes under a number of State authorizing statutes. The 2007 Certified Property Tax Levy, payable 2008, represents an increase of 2.4% over the previous years levy.

- The \$10.3 million levy for Council Operations has not changed from the 2004, payable 2005, levy. State statute requires the Council to annually provide \$1 million from this levy for support of Livable Communities grants.
- Pass-through levies are used for Livable Communities Grants and Highway Right-Of-Way Loans. The levies for Livable Communities remain unchanged from 2007 adopted budget. The levy payable in 2008 for the Highway Right-Of-Way Program increased 4.3%
- Levies for Debt Service include Transportation, Parks and Open Spaces and the Transit Radio debt. The total 2008 payable amount for this group increased 1.3%

STAFF COMPLEMENT (Table 7)

The Metropolitan Council 2008 budgeted staff levels increased by about 90 positions with the majority of this increase occurring within the Transportation Division. The Northstar and Central Corridor projects required an increase of 46 positions to staff their functions with the Hiawatha light rail line adding about 10 positions to meet increased service demands. During 2007 about 11 mechanics were hired to support the age of fleet program with the remaining staff increases the result of amendments made to the 2007 budget.

Metropolitan Council 2008 Adopted Unified Budget Budget Summary and Financial Resources

ORGANIZATIONAL UNITS WITHIN THE BUDGET

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

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

Listing of Divisions and Units

- **Environmental Services Division**
 - Environmental Services Operations
 - Wastewater debt service

- **Transportation Division**
 - Transportation Planning and Travel Demand Management Activity
 - Metro Mobility
 - Suburban Transit Providers
 - Community Based Transit
 - Non-Metro Transit Regular Route
 - Metro Transit
 - Hiawatha Light Rail
 - Transit debt service
 - Transit Pass-through grants and loans

- **Community Development Division**
 - Division management
 - Planning and Growth Management (includes Planning and Technical Assistance, GIS, Research and Parks)
 - Housing and Redevelopment (includes Metro HRA, Livable Communities, Family Affordable Housing)
 - Pass-through grants for Livable Communities accounts, housing assistance payments, and Parks and Open Space operations and maintenance grants.
 - Debt Service for Parks and Radio Communications.

- **Regional Administration Division**
 - Legal - General Counsel
 - Program Evaluation & Audit
 - Government Affairs
 - Public Affairs
 - Office of Diversity and Equal Opportunity
 - Human Resources
 - Fiscal Services/Central Services
 - Information Services
 - Risk Management
 - Contracts and Procurement
 - Budget and Evaluation
 - Office of the Regional Administrator
 - Council & Office of the Chair

**METROPOLITAN COUNCIL
UNIFIED BUDGET
OPERATIONS, PASSTHROUGHS AND DEBT SERVICE
2006, 2007 and 2008**

TABLE 1

	2006 Actual	2007 Budget	2008 Budget	Change
<u>Operating Revenues</u>				
Net Property Taxes Paid by Taxpayers	\$ 9,794,388	\$ 8,736,267	\$ 8,759,250	0.3%
Federal Revenues	31,478,834	30,342,246	35,322,757	16.4%
State Revenues (incl. Market Value Credit)	192,233,680	202,832,077	217,535,315	7.2%
Local Revenues	6,143,852	7,682,394	6,384,377	-16.9%
Municipal Wastewater Charges	99,774,986	98,779,000	105,433,000	6.7%
Industrial Waste Charges	9,590,315	9,400,000	9,225,000	-1.9%
Passenger Fares, Contract & Special Event Revenues	82,754,187	83,006,296	87,851,817	5.8%
Investment Earnings	3,626,428	3,337,774	3,995,501	19.7%
Other Revenues	205,194	4,058,646	2,636,255	-35.0%
Total Operating Revenues	\$ 435,601,864	\$ 448,174,700	\$ 477,143,272	6.5%
<u>Debt Service Revenues and Sources</u>				
Net Property Taxes Paid by Taxpayers	\$ 45,493,360	\$ 42,932,865	\$ 43,590,010	1.5%
State Revenues	3,360,439	2,031,707	1,725,198	-15.1%
Municipal Wastewater Charges	41,995,000	47,221,000	48,407,000	2.5%
SAC Transfers	36,046,000	34,561,000	38,733,000	12.1%
Investment Earnings & Other Revenues	2,477,125	302,000	300,000	-0.7%
Total Debt Service Revenues and Sources	\$ 129,371,924	\$ 127,048,572	\$ 132,755,208	4.5%
<u>Passthrough Grant and Loan Revenues</u>				
Net Property Taxes Paid by Taxpayers	\$ 12,844,074	\$ 15,735,673	\$ 16,879,536	7.3%
Federal Revenues	48,583,759	51,091,903	50,802,055	-0.6%
State Revenues (incl. Market Value Credit)	8,934,864	10,467,340	10,276,309	-1.8%
Investment Earnings & Other Revenues	6,130,372	3,275,000	4,074,600	24.4%
Total Passthrough Grant and Loan Revenues	\$ 76,493,069	\$ 80,569,916	\$ 82,032,500	1.8%
Total Revenues and Other Sources	\$ 641,466,857	\$ 655,793,188	\$ 691,930,980	5.5%
<u>Operating Expenses</u>				
Salary & Benefits	\$ 251,896,988	\$ 270,779,883	\$ 283,924,618	4.9%
Consulting/Contractual Services	20,994,534	27,726,654	31,010,886	11.8%
Materials & Supplies	32,968,606	17,206,198	24,151,606	40.4%
Chemicals	4,696,886	5,123,525	5,881,666	14.8%
Building Costs/Rent & Utilities	26,854,930	24,537,412	26,028,505	6.1%
Printing	487,475	499,290	531,900	6.5%
Travel	703,800	681,160	979,948	43.9%
Insurance	3,937,152	3,623,333	3,636,657	0.37%
Transit Programs	69,475,660	72,981,302	71,825,238	-1.6%
Operating Capital	563,720	2,822,330	6,822,893	141.7%
Other Operating Expenses	15,951,085	25,944,345	27,270,720	5.1%
Total Operating Expenses	\$ 428,530,836	\$ 451,925,432	\$ 482,064,637	6.7%
<u>Other Uses</u>				
Passthrough Grants & Loans	\$ 69,908,629	\$ 80,409,683	\$ 80,792,375	0.5%
Debt Service Obligations	129,219,751	133,234,446	138,063,093	3.6%
Total Other Uses	\$ 199,128,380	\$ 213,644,129	\$ 218,855,468	2.4%
Total Expenses and Other Uses	\$ 627,659,216	\$ 665,569,561	\$ 700,920,105	5.3%
Surplus/(Deficit)	\$ 13,807,641	\$ (9,776,373)	\$ (8,989,125)	

**METROPOLITAN COUNCIL
SUMMARY BUDGET
OPERATIONS, PASSTHROUGH AND DEBT SERVICE
2008**

TABLE 2

	Council Operations	Passthrough Grants & Loans	Debt Service Funds	Total
<u>Revenues</u>				
Certified Property Tax Levy	\$ 10,300,000	\$ 16,482,360	\$ 46,005,288	\$ 72,787,648
Property Tax Transfer to Livable Communities	(1,000,000)	1,000,000	-	-
Less: Market Value Credit Paid by State	(386,250)	(430,589)	(1,725,198)	(2,542,037)
Less: Estimated Uncollectable	(154,500)	(172,235)	(690,080)	(1,016,815)
Net Property Tax Paid by Taxpayers	\$ 8,759,250	\$ 16,879,536	\$ 43,590,010	\$ 69,228,796
Federal Revenues	35,322,757	50,802,055	-	86,124,812
State Revenues (incl. Market Value Credit)	217,535,315	10,276,309	1,725,198	229,536,822
Local Revenues	6,384,377	-	-	6,384,377
Municipal Wastewater Charges	105,433,000	-	48,407,000	153,840,000
Industrial Waste Charges	9,225,000	-	-	9,225,000
Passenger Fares	79,111,951	-	-	79,111,951
Contract & Special Event Revenues	8,739,866	-	-	8,739,866
Investment Earnings	3,995,501	780,000	300,000	5,075,501
Other Revenues	2,636,255	3,294,600	-	5,930,855
Total Revenues	\$ 477,143,272	\$ 82,032,500	\$ 94,022,208	\$ 653,197,980
<u>Other Sources</u>				
SAC Transfers	-	-	38,733,000	38,733,000
Total Revenues and Sources	\$ 477,143,272	\$ 82,032,500	\$ 132,755,208	\$ 691,930,980
<u>Expenses</u>				
Salaries & Benefits	\$ 283,924,618	\$ -	\$ -	\$ 283,924,618
Consulting & Contractual Services	31,010,886	-	-	31,010,886
Materials & Supplies	24,151,606	-	-	24,151,606
Chemicals	5,881,666	-	-	5,881,666
Building Costs/Rent	26,028,505	-	-	26,028,505
Printing	531,900	-	-	531,900
Travel	979,948	-	-	979,948
Insurance	3,636,657	-	-	3,636,657
Transit Programs	71,825,238	-	-	71,825,238
Operating Capital	6,822,893	-	-	6,822,893
Other Operating Expenses	27,270,720	-	-	27,270,720
Passthrough Grants & Loans	-	80,792,375	-	80,792,375
Debt Service Obligations	-	-	138,063,093	138,063,093
Total Expenses	\$ 482,064,637	\$ 80,792,375	\$ 138,063,093	\$ 700,920,105
Surplus/(Deficit)	\$ (4,921,365)	\$ 1,240,125	\$ (5,307,885)	\$ (8,989,125)

**METROPOLITAN COUNCIL
SUMMARY BUDGET
OPERATIONS 2008**

TABLE 3

	General Fund Regional Administration	General Fund Community Development	General Fund Total	HRA & FAHP	Environmental Services Division	Transportation Division (Table 3a)	Capital	2008 Total Council Operations	2007 Adopted Budget	Change
Revenues										
Net Property Taxes Paid by Taxpayers	\$ 5,020,963	\$ 4,738,287	\$ 9,759,250	\$ -	\$ -	\$ -	\$ -	\$ 9,759,250	\$ 9,736,267	0.2%
Property Tax Transfer to Livable Communities	(1,000,000)	-	(1,000,000)	-	-	-	-	(1,000,000)	(1,000,000)	0.0%
Federal Revenues	-	-	-	4,346,082	-	30,976,675	-	35,322,757	30,342,246	16.4%
State Revenues (incl. Market Value Credit)	267,435	118,815	386,250	120,000	187,455	216,841,610	-	217,535,315	202,832,077	7.2%
Local Revenues	76,000	-	76,000	266,400	-	6,041,977	-	6,384,377	7,682,394	-16.9%
Municipal Wastewater Charges	-	-	-	-	105,433,000	-	-	105,433,000	98,779,000	6.7%
Industrial Strength Charges	-	-	-	-	9,225,000	-	-	9,225,000	9,400,000	-1.9%
Passenger Fares	-	-	-	-	-	79,111,951	-	79,111,951	74,404,655	6.3%
Contract & Special Event Revenues	-	-	-	-	-	8,739,866	-	8,739,866	8,601,641	1.6%
Investment Earnings	767,471	100,000	867,471	200,000	2,300,000	628,030	-	3,995,501	3,337,774	19.7%
Other Revenues	-	-	-	535,000	915,000	838,600	347,655	2,636,255	4,058,646	-35.0%
TOTAL SOURCES AND REVENUES	\$ 5,131,869	\$ 4,957,102	\$ 10,088,971	\$ 5,467,482	\$ 118,060,455	\$ 343,178,709	\$ 347,655	\$ 477,143,272	\$ 448,174,700	6.5%
Expenses										
Salaries & Benefits	\$ 18,977,128	\$ 4,360,897	\$ 23,338,025	\$ 2,333,826	\$ 58,705,605	\$ 199,547,162	\$ -	\$ 283,924,618	\$ 270,779,883	4.9%
Consulting & Contractual Services	8,278,902	595,300	8,874,202	564,000	14,388,022	7,184,662	-	31,010,886	27,022,529	14.8%
Materials & Supplies	427,490	14,550	442,040	\$35,000	6,500,998	17,173,568	-	24,151,606	17,206,198	40.4%
Chemicals	-	-	-	-	5,881,666	-	-	5,881,666	5,123,525	14.8%
Building Costs/Rent & Utilities	2,059,374	211,871	2,271,245	291,480	17,428,534	6,336,951	(299,705)	26,028,505	24,537,412	6.1%
Printing	239,400	52,500	291,900	72,000	50,000	118,000	-	531,900	499,290	6.5%
Travel	411,900	62,150	474,050	43,000	419,898	43,000	-	979,948	681,160	43.9%
Insurance	39,700	-	39,700	100,000	-	3,496,957	-	3,636,657	3,623,333	0.4%
Transit Programs	-	-	-	-	-	71,825,238	-	71,825,238	69,524,738	3.3%
Operating Capital	215,108	39,119	254,227	35,925	4,881,105	875,231	776,405	6,822,893	2,822,330	141.7%
Other Operating Expenses	638,548	31,500	670,048	1,487,750	1,049,397	24,063,525	-	27,270,720	30,105,034	-9.4%
Total Expenses	\$ 31,287,550	\$ 5,367,887	\$ 36,655,437	\$ 4,962,981	\$ 109,305,225	\$ 330,664,294	\$ 476,700	\$ 482,064,637	\$ 451,925,432	6.7%
Other Uses										
Interdivisional Expense Allocation	\$ (24,830,681)	\$ -	\$ (24,830,681)	\$ -	\$ 10,015,280	14,815,401	\$ -	\$ -	\$ -	N\A
A-87 Charges	(1,425,000)	-	(1,425,000)	620,000	-	805,000	-	-	-	N\A
Planning Expense Chargeback	-	(410,785)	(410,785)	-	543,800	295,735	(428,750)	-	-	N\A
Transfers From (To) Other Funds	100,000	-	100,000	-	(153,850)	(21,150)	75,000	-	-	N\A
Water Supply Transfer to MCES	650,000	-	650,000	-	(650,000)	-	-	-	-	N\A
Total Other Uses	\$ (25,505,681)	\$ (410,785)	\$ (25,916,466)	\$ 620,000	\$ 9,755,230	\$ 15,894,986	\$ (353,750)	\$ -	\$ -	N\A
Total Expenses and Other Uses	\$ 5,781,869	\$ 4,957,102	\$ 10,738,971	\$ 5,582,981	\$ 119,060,455	\$ 346,559,280	\$ 122,950	\$ 482,064,637	\$ 451,925,432	6.7%
Surplus/(Deficit)	\$ (650,000)	\$ -	\$ (650,000)	\$ (115,499)	\$ (1,000,000)	\$ (3,380,571)	\$ 224,705	\$ (4,921,365)	\$ (3,750,732)	31.2%

**METROPOLITAN COUNCIL
SUMMARY BUDGET
TRANSPORTATION DIVISION OPERATIONS 2008**

TABLE 3a

	Metropolitan Transportation Services				Metro Transit			2008 Division Operating Total
	Metro Mobility	Suburban Transit Providers	Planning and Transit Services	Metropolitan Transportation Services Total	Bus	Light Rail	Metro Transit Total	
Revenues								
State Revenues								
Motor Vehicle Sales Taxes	\$ 634,364	\$ 20,715,092	\$ 8,965,072	\$ 30,314,528	\$ 90,958,402	\$ 3,735,439	\$ 94,693,841	\$ 125,008,369
State Appropriation - Base	25,823,562	4,301,346	4,343,499	34,468,407	52,064,834	5,300,000	57,364,834	91,833,241
Total State Revenues	\$ 26,457,926	\$ 25,016,438	\$ 13,308,571	\$ 64,782,935	\$ 143,023,236	\$ 9,035,439	\$ 152,058,675	\$ 216,841,610
Other Revenues								
Federal Revenues	4,250,000	-	6,639,551	10,889,551	20,010,048	77,076	20,087,124	30,976,675
Local Revenues	-	-	741,977	741,977	-	5,300,000	5,300,000	6,041,977
Investment Earnings	202,000	-	-	202,000	306,030	120,000	426,030	628,030
Other Revenues	-	-	50,000	50,000	788,600	-	788,600	838,600
Fares - Base	1,519,590	-	1,029,387	2,548,977	68,006,368	8,556,606	76,562,974	79,111,951
Contract & Special Event Revenue	2,514,169	-	-	2,514,169	5,016,697	1,209,000	6,225,697	8,739,866
Total Revenues	\$ 34,943,685	\$ 25,016,438	\$ 21,769,486	\$ 81,729,609	\$ 237,150,979	\$ 24,298,121	\$ 261,449,100	\$ 343,178,709
Expenses								
Salaries & Benefits	\$ 1,030,811	\$ -	\$ 2,564,784	\$ 3,595,595	\$ 183,414,942	\$ 12,536,625	\$ 195,951,567	\$ 199,547,162
Consulting & Contractual Services	190,000	-	683,865	873,865	5,303,187	1,007,610	6,310,797	7,184,662
Materials & Supplies	3,821,032	-	373,750	4,194,782	11,187,758	1,791,028	12,978,786	17,173,568
Rent & Utilities	118,164	-	208,154	326,318	4,958,069	1,052,564	6,010,633	6,336,951
Printing	31,000	-	87,000	118,000	-	-	-	118,000
Travel	5,500	-	37,500	43,000	-	-	-	43,000
Insurance	-	-	-	-	2,966,707	530,250	3,496,957	3,496,957
Transit Programs	30,115,013	25,016,438	16,693,787	71,825,238	-	-	-	71,825,238
Operating Capital	19,192	-	42,311	61,503	813,728	-	813,728	875,231
Other Operating Expenses	51,700	-	85,300	137,000	16,867,473	7,059,052	23,926,525	24,063,525
Total Expenses	\$ 35,382,412	\$ 25,016,438	\$ 20,776,451	\$ 81,175,301	\$ 225,511,864	\$ 23,977,129	\$ 249,488,993	\$ 330,664,294
Other Uses								
Interdivisional Expense Alloc-MT & LRT	\$ -	\$ -	\$ -	\$ -	\$ 13,814,692	\$ 1,000,709	\$ 14,815,401	\$ 14,815,401
A-87- Metropolitan Transportation Services	-	-	805,000	805,000	-	-	-	805,000
Planning Chargeback Expense	-	-	188,035	188,035	107,700	-	107,700	295,735
Transfers To (From) Other Funds	(49,350)	-	-	(49,350)	-	-	-	(49,350)
Total Other Uses	\$ (49,350)	\$ -	\$ 993,035	\$ 943,685	\$ 13,922,392	\$ 1,000,709	\$ 14,923,101	\$ 15,866,786
Total Expenses and Other Uses	\$ 35,361,262	\$ 25,016,438	\$ 21,769,486	\$ 82,147,186	\$ 239,434,256	\$ 24,977,838	\$ 264,412,094	\$ 346,559,280
Surplus/(Deficit)	\$ (417,577)	\$ -	\$ -	\$ (417,577)	\$ (2,283,277)	\$ (679,717)	\$ (2,962,994)	\$ (3,380,571)

**METROPOLITAN COUNCIL
SUMMARY BUDGET
PASSTHROUGH GRANTS AND LOANS 2008**

TABLE 4

	<u>Livable Communities</u>							2008 Total Passthrough Grants and Loans	2007 Adopted Budget	Change
	Metro HRA	Parks O&M	Demonstration Account	Tax Base Revitalization Account	Local Housing Incentives Account	Planning Assistance	Highway Right- of-Way			
Revenues										
Certified Levies	\$ -	\$ -	\$ 8,184,070	\$ 5,000,000	\$ -	\$ -	\$ 3,298,290	\$ 16,482,360	\$ 15,346,826	7.4%
Property Tax Transfer from General Operations	-	-	-	-	1,000,000	-	-	1,000,000	1,000,000	0.0%
Less: Market Value Credit Reduction	-	-	(306,903)	-	-	-	(123,686)	(430,589)	(507,560)	-15.2%
Less: Estimated Uncollectible	-	-	(122,761)	-	-	-	(49,474)	(172,235)	(103,593)	66.3%
Net Property Tax Paid by Taxpayers	\$ -	\$ -	\$ 7,754,406	\$ 5,000,000	\$ 1,000,000	\$ -	\$ 3,125,130	\$ 16,879,536	\$ 15,735,673	7.3%
Federal Revenues (HUD Housing Assistance)	50,802,055	-	-	-	-	-	-	50,802,055	51,091,903	-0.6%
State HACA/Market Value Credit	-	-	306,903	-	-	-	123,686	430,589	507,560	-15.2%
State Housing Assistance (MHFA)	1,215,720	-	-	-	-	-	-	1,215,720	1,329,780	-8.6%
State Appropriations	-	8,630,000	-	-	-	-	-	8,630,000	8,630,000	0.0%
Local Intergovernmental HRA	3,294,600	-	-	-	-	-	-	3,294,600	2,358,000	39.7%
Investment Earnings	-	-	400,000	207,000	58,000	50,000	65,000	780,000	917,000	-14.9%
Total Revenues	\$ 55,312,375	\$ 8,630,000	\$ 8,461,309	\$ 5,207,000	\$ 1,058,000	\$ 50,000	\$ 3,313,816	\$ 82,032,500	\$ 80,569,916	1.8%
Other Sources										
Transfer to Local Housing Incentives Account	-	-	(500,000)	-	500,000	-	-	-	-	N/A
Total Revenues and Sources	\$ 55,312,375	\$ 8,630,000	\$ 7,961,309	\$ 5,207,000	\$ 1,558,000	\$ 50,000	\$ 3,313,816	\$ 82,032,500	\$ 80,569,916	1.8%
Expenses										
Passthrough Grants	\$ 55,312,375	\$ 8,630,000	\$ 9,500,000	\$ 5,500,000	\$ 1,850,000	\$ -	\$ -	\$ 80,792,375	\$ 80,409,683	0.5%
Total Expenses	\$ 55,312,375	\$ 8,630,000	\$ 9,500,000	\$ 5,500,000	\$ 1,850,000	\$ -	\$ -	\$ 80,792,375	\$ 80,409,683	0.5%
Surplus/(Deficit)	\$ -	\$ -	\$ (1,538,691)	\$ (293,000)	\$ (292,000)	\$ 50,000	\$ 3,313,816	\$ 1,240,125	\$ 160,233	674.0%

Loan Activity

Loans Outstanding Beginning of Year	\$ 237,280	\$ 41,389,223
Loan Repayments	(65,761)	-
New Loans	0	4,225,000
Loans Outstanding End of Year	<u>\$ 171,519</u>	<u>\$ 45,614,223</u>

**METROPOLITAN COUNCIL
SUMMARY BUDGET
DEBT SERVICE 2008**

TABLE 5

	General Obligation - 800				2008 Total Debt Service	2007 Adopted Budget	Change
	Parks and Open Space	Transit	Megahertz Radio	Environmental Services			
<u>Revenues</u>							
Certified Levies	\$ 7,462,560	\$ 38,542,728	\$ -	\$ -	\$ 46,005,288	\$ 45,420,152	1.3%
Less: Market Value Credit Reduction	(279,846)	(1,445,352)	-	-	(1,725,198)	(2,031,707)	-15.1%
Less: Estimated Uncollectible	(111,939)	(578,141)	-	-	(690,080)	(455,580)	51.5%
Net Property Tax Paid by Taxpayers	\$ 7,070,775	\$ 36,519,235	\$ -	\$ -	\$ 43,590,010	\$ 42,932,865	1.5%
State HACA/Mkt Value Credit	279,846	1,445,352	-	-	1,725,198	2,031,707	-15.1%
Municipal Wastewater Charges	-	-	-	48,940,000	48,940,000	47,221,000	3.6%
Investment Earnings	120,000	180,000	-	-	300,000	302,000	-0.7%
Total Revenues and Sources	\$ 7,470,621	\$ 38,144,587	\$ -	\$ 48,940,000	\$ 94,555,208	\$ 92,487,572	2.2%
<u>Other Sources</u>							
SAC Transfers	-	-	-	37,052,000	37,052,000	34,561,000	7.2%
Total Revenues and Sources	\$ 7,470,621	\$ 38,144,587	\$ -	\$ 85,992,000	\$ 131,607,208	\$ 127,048,572	3.6%
<u>Expenses</u>							
Principal Repayment	\$ 9,775,000	\$ 32,530,000	\$ 375,000	\$ -	\$ 42,680,000	\$ 39,925,000	6.9%
Principal Refunding	-	-	-	-	-	2,860,000	100.0%
Current Value Credits	-	-	-	228,555	228,555	482,811	-52.7%
Transfer to Sewer Bond Fund (Bond Repayment)	-	-	-	85,763,445	85,763,445	81,299,189	5.5%
Interest Expense/Fiscal Charges	597,503	7,636,402	9,188	-	8,243,092	8,667,446	-4.9%
Total Expenses	\$ 10,372,503	\$ 40,166,402	\$ 384,188	\$ 85,992,000	\$ 136,915,092	\$ 133,234,446	2.8%
<u>Other Uses</u>							
Transfer to Other Funds	-	-	-	-	-	-	N/A
Total Expenses and Other Uses	\$ 10,372,503	\$ 40,166,402	\$ 384,188	\$ 85,992,000	\$ 136,915,092	\$ 133,234,446	2.8%
Increase/(Decrease) in Fund Balance	\$ (2,901,882)	\$ (2,021,815)	\$ (384,188)	\$ -	\$ (5,307,884)	\$ (6,185,874)	-14.2%

**METROPOLITAN COUNCIL
CERTIFIED LEVIES AND LEVY LIMITS
COLLECTABLE IN 2004, 2005, 2006, 2007 and 2008**

TABLE 6

						2007-2008 Change	
	2004	2005	2006	2007	2008	Amount	Percent
Non Debt Levies							
General							
General Purposes	\$ 9,300,000	\$ 9,300,000	\$ 9,300,000	\$ 9,300,000	\$ 9,300,000	\$ -	0.0%
Transfer to Livable Communities	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	-	0.0%
Total General	\$ 10,300,000	\$ 10,300,000	\$ 10,300,000	\$ 10,300,000	\$ 10,300,000	\$ -	0.0%
Highway Right-of-Way	\$ 2,803,379	\$ 2,803,379	\$ -	\$ 3,162,756	\$ 3,298,290	\$ 135,534	4.3%
Livable Communities							
Tax Base Revitalization-Fiscal Disparities	\$ 5,000,000	\$ 5,000,000	\$ 5,000,000	\$ 5,000,000	\$ 5,000,000	\$ -	0.0%
Demonstration Account	8,184,070	8,184,070	8,184,070	7,184,070	8,184,070	1,000,000	13.9%
Total Livable Communities	\$ 13,184,070	\$ 13,184,070	\$ 13,184,070	\$ 12,184,070	\$ 13,184,070	\$ 1,000,000	8.2%
Total Non Debt Levies	\$ 26,287,449	\$ 26,287,449	\$ 23,484,070	\$ 25,646,826	\$ 26,782,360	\$ 1,135,534	4.4%
Debt Service Levies							
Transit Tax Anticipation Certificate	\$ -	\$ -	\$ 8,445,249	\$ -	\$ -	\$ -	N\A
Solid Waste Debt Service	76,904	-	-	-	-	-	N\A
Parks Debt Service ¹	7,594,060	7,685,863	7,774,891	7,861,636	7,461,728	(399,908)	-5.1%
Transit Debt Service ²	35,574,714	36,259,610	31,232,220	37,144,291	38,543,560	1,399,269	3.8%
Radio Debt Service	416,283	414,971	417,942	414,225	-	(414,225)	N\A
Total Debt Service Levies	\$ 43,661,961	\$ 44,360,444	\$ 47,870,302	\$ 45,420,152	\$ 46,005,288	\$ 585,136	1.3%
Total Levies	\$ 69,949,410	\$ 70,647,893	\$ 71,354,372	\$ 71,066,978	\$ 72,787,648	\$ 1,720,670	2.4%

¹ Assumes bond issue of \$11.5 million in early 2007

² Assumes bond issue of \$42 million in early 2007

Total by Transit and Other Levies							
Transit Levies	\$ 35,574,714	\$ 36,259,610	\$ 39,677,469	\$ 37,144,291	\$ 38,543,560	\$ 1,399,269	3.8%
Other Levies	34,374,696	34,388,283	31,676,903	33,922,687	34,244,088	321,401	0.9%

Statutory Levy Limits							
General Operations	\$ 10,522,329	\$ 10,522,329	\$ 11,056,611	\$ 11,766,302	\$ 12,270,523	\$ 504,221	4.3%
Highway ROW	2,828,379	2,828,379	2,971,993	3,162,756	3,298,290	135,534	4.3%
Livable Comm. Fiscal Disparity	5,000,000	5,000,000	5,000,000	5,000,000	5,000,000	-	0.0%
Livable Comm. Demonstration Acct	8,259,070	8,259,070	8,678,433	9,235,476	9,631,244	395,768	4.3%

METROPOLITAN COUNCIL
STAFF COMPLEMENT IN FTE's

TABLE 7

	<u>Adopted 2005</u>	<u>Adopted 2006</u>	<u>Adopted 2007</u>	<u>Proposed 2008</u>
<u>REGIONAL ADMINISTRATION</u>				
Council and Chair's Office	1.00	1.00	1.00	1.00
Regional Administrator's Office	3.00	3.00	3.00	3.00
Budget and Evaluation	3.00	3.00	3.00	3.00
Diversity	7.20	7.20	7.20	7.20
Human Resources	33.25	33.25	33.25	33.25
Government Affairs	4.00	4.00	4.00	4.00
Internal Audit	5.00	5.00	5.00	5.00
Risk Management	12.00	12.00	13.00	13.00
Communications and Data Center	17.50	16.50	16.50	16.00
Legal	9.00	9.00	9.00	9.00
Fiscal Services	21.60	23.60	24.60	31.60
Information Services	66.15	66.15	64.15	64.15
Central Services	3.00	2.00	2.00	4.00
Purchasing	12.80	12.80	12.80	11.80
Total Regional Administration	198.50	198.50	198.50	206.00
<u>COMMUNITY DEVELOPMENT</u>				
Division Director Office	2.00	6.00	7.00	6.00
Local Planning Assistance	14.55	10.75	11.45	12.25
Livable Communities	7.50	5.50	5.80	6.00
Parks	2.00	1.00	2.00	2.00
RSP & Growth Strategy	2.00	4.00	2.00	4.00
GIS	12.35	12.35	11.35	11.35
Research	9.00	10.00	8.00	7.00
FAHP	1.80	1.80	0.80	0.80
HRA	33.00	33.00	34.00	34.00
Total Community Development	84.20	84.40	82.40	83.40
Total Regional Admin. & Community Dev.	282.70	282.90	280.90	289.40
<u>ENVIRONMENTAL SERVICES DIVISION</u>				
General Manager's Office	15.50	15.50	18.00	18.00
Interceptor	80.60	78.70	78.80	78.50
Technical Services	67.90	77.90	78.00	81.00
Treatment Services	415.50	404.10	400.20	398.50
Environmental Quality Assurance	121.50	119.80	119.00	119.00
Total Environmental Services	701.00	696.00	694.00	695.00
<u>TRANSPORTATION DIVISION</u>				
Transportation Planning	16.00	18.00	21.00	19.00
Regular Route	5.00	5.00	6.00	8.00
Rural/Small Urban Route	1.00	1.00	1.00	1.00
Metro Mobility	14.00	13.00	12.00	12.00
Commuter Service	7.00	-	-	-
Total MTS	43.00	37.00	40.00	40.00
Metro Transit				
Drivers	1481.90	1430.10	1376.00	1389.00
Mechanics	481.10	465.60	463.80	474.80
Administration-General	274.60	270.70	282.20	290.90
Administration-Clerical	210.20	209.30	205.10	201.00
Administration-Police	48.20	48.20	77.00	74.40
Light Rail-Hiawatha	149.00	153.00	158.30	168.20
Central Corridor Project	-	-	-	39.90
Northstar Project	-	-	-	5.80
Total Metro Transit	2645.00	2576.90	2562.40	2644.00
Total Transportation Division	2688.00	2613.90	2602.40	2684.00
TOTAL FTE' S	3671.70	3592.80	3577.30	3668.40

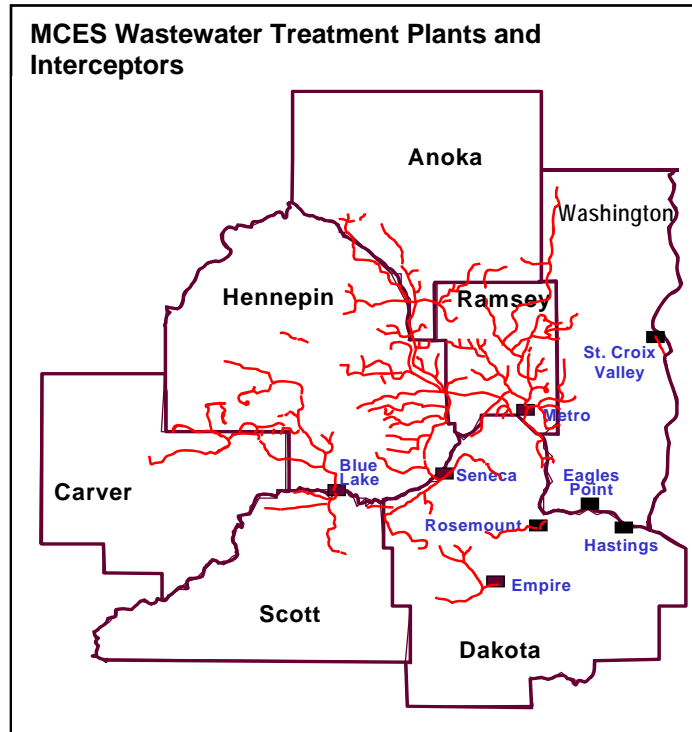
**METROPOLITAN COUNCIL
SUMMARY BUDGET
ENVIRONMENTAL SERVICES DIVISION
2008**

	Operations	Debt Service	Division Total
<u>Revenues</u>			
Municipal Wastewater Charges	\$ 105,433,000	\$ 48,407,000	\$ 153,840,000
Industrial Waste Charges	9,225,000	-	9,225,000
State Revenues	187,455	-	187,455
Investment Earnings	2,300,000	-	2,300,000
Other Revenue	915,000	-	915,000
Total Revenues	\$ 118,060,455	\$ 48,407,000	\$ 166,467,455
SAC Transfers	-	38,733,000	38,733,000
Total Revenues and Other Sources	\$ 118,060,455	\$ 87,140,000	\$ 205,200,455
<u>Expenses</u>			
Salaries & Benefits	\$ 58,705,605	\$ -	\$ 58,705,605
Consulting & Contractual Services	14,388,022	-	14,388,022
Materials & Supplies	6,500,998	-	6,500,998
Chemicals	5,881,666	-	5,881,666
Utilities	17,428,534	-	17,428,534
Printing	50,000	-	50,000
Other Operating Expenses	1,049,397	-	1,049,397
Capital Outlay, IS Projects	1,881,105	-	1,881,105
Travel & Professional Development	419,898	-	419,898
Capital Projects	3,000,000	-	3,000,000
Debt Service	-	87,140,000	87,140,000
Total Expenses	\$ 109,305,225	\$ 87,140,000	\$ 196,445,225
<u>Other Uses</u>			
Interdivisional Expense Allocation-MCES	\$ 10,015,280	\$ -	\$ 10,015,280
Planning Chargeback Expense-Referrals	115,050	-	115,050
Operating Capital Chargeback	428,750	-	428,750
Total Council Allocated	\$ 10,559,080	\$ -	\$ 10,559,080
Transfer from General Fund	(153,850)	-	(153,850)
Water Supply Transfer to MCES	(\$650,000)	-	(650,000)
Total Other Uses	\$ 9,755,230	\$ -	\$ 9,755,230
Total Expenses and Other Uses	\$ 119,060,455	\$ 87,140,000	\$ 206,200,455
Surplus/(Deficit)	\$ (1,000,000)	\$ -	\$ (1,000,000)

Metropolitan Council 2008 Adopted Unified Budget Environmental Services Division

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

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



- Owns and maintains approximately 600 miles of regional sewers that collect flow from 5,000 miles of sewers owned by over 100 communities,
- Treats approximately 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,

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

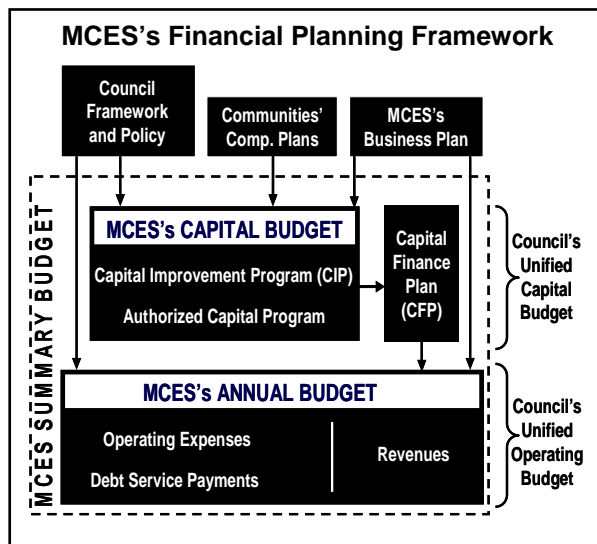
Metropolitan Council 2008 Adopted Unified Budget Environmental Services Division

MCES's FINANCIAL PLANNING AND ANALYSIS

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

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

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



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

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

The process used to develop the 2008 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 2007 by budget staff. This effort incorporated responses requested from program managers regarding significant anticipated changes and proposed initiatives, as well as input from our municipal and industrial customers received at three budget planning meetings held in June. The result is financial planning that incorporates funding for new and existing programs essential to the short-, mid- and long-term goals of the Council, MCES and our customers. The draft budget was used to establish the 2008 municipal wastewater revenue requirement. After approval of the 2008 wastewater revenue goal by the Council, MCES community customers were notified in August of their individual 2008 charges. This approach allows them time to plan their wastewater rates and budgets. The final, detailed 2008 budget proposal was completed in September 2007.

Metropolitan Council 2008 Adopted Unified Budget Environmental Services Division

2008 Budget Planning

The 2008 Annual Budget focuses on meeting the objectives and expected outcomes that align with the Council and MCES's strategic goals.

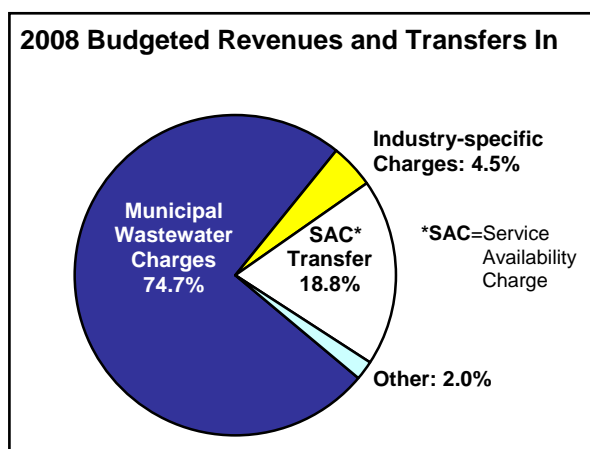
The following considerations were the top priorities during the planning of the 2008 budget.

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

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

MCES's Revenues

MCES is a user-fee-based organization, which is run as an enterprise. The Council's rate setting philosophy is that user classes should pay the "cost of service." Revenues include the municipal wastewater charge (based on volume), industry-specific charges (based on service provided); service availability charges (SAC) (based on capacity demand) and miscellaneous revenues. The graphic on the left depicts the percentages of the 2008 budgeted revenue that is derived from each source.



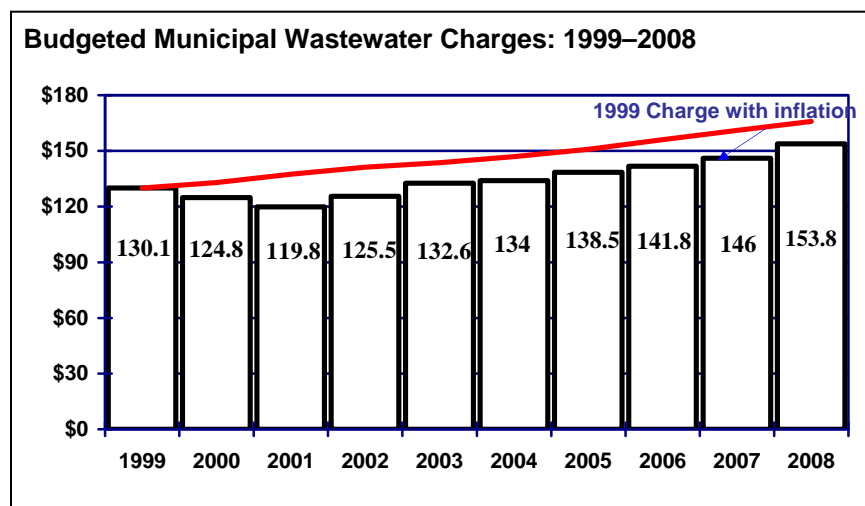
Municipal Wastewater Charges (MWC)—Communities pay MCES for the flow entering the regional wastewater system. Municipal

wastewater charges pay for the conveyance and treatment of wastewater. Each community pays at the same rate for wastewater services. The revenue generated by the municipal wastewater charges is expected to account for 74.7 percent of MCES's projected total operating revenues and sources for the year 2008.

Impact of Changes in System Flow. Despite thousands of new connections each year, the system has not experienced a corresponding increase in overall total flow. "Flow years" are the twelve months ending June 30 of each year. As recently as the 2003 flow year, the measured flow was 102.2 billion gallons (bg). Actual flow was 90.7 bg for the 2007 flow year which is used for 2008 billing.

Metropolitan Council 2008 Adopted Unified Budget Environmental Services Division

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



2008 MWC revenue is budgeted to increase 5.4 percent.

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

Service Availability Charges (SAC)—

Communities pay MCES for additional capacity demanded by new development or increased industrial or commercial use. Communities collect these one-time SAC fees from property owners at the time of development. Generally, one SAC unit equals 274 gallons of potential daily wastewater flow capacity. A freestanding single-family residence is charged one SAC unit. Each community pays the same rate for SAC. The 2008 basic SAC rate is \$1,825 per residence or equivalent unit.

The SAC revenue is intended to pay the average cost of growth in the system and is used to finance the reserved capacity portion of the capital costs in the wastewater system. The transfer from SAC fees represents 18.8 percent of MCES's budgeted revenue for 2008.

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

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

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

The industrial strength charge provides the majority of the revenue from the industry-specific charges. It covers the higher treatment costs of that industrial wastewater which has more pollutants than typical domestic wastewater. The revenue anticipated from all the industry-specific charges is 4.5 percent of MCES's 2008 revenues. Industries also pay volume charges and SAC to their cities.

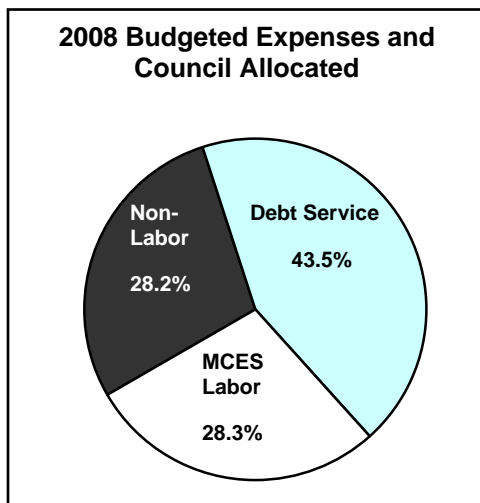
Metropolitan Council 2008 Adopted Unified Budget Environmental Services Division

Other Revenue—the remaining 2.0 percent of MCES’s 2008 budgeted revenue comes from other sources. This includes revenue from interest earnings, water planning study funds from other Council funds, a state contract, and miscellaneous revenues.

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

MCES’s Expenses

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



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

MCES’s Labor—in 1998, there were 984 budgeted FTEs (full time equivalent employees in the Division). An aggressive budget reduction plan begun in 1998 continues, resulting in a level of 695 FTE’s for 2008. In 2008, staff (labor) expenses account for 28.3 percent of total expenses.

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

interdivisional expenses are for services shared with other Council divisions (e.g. Information systems and Human Resources departments) and are a little over one-fourth of the non-labor portion of expenses. In 2008, non-labor expenses account for 28.2 percent of total expenses.

Debt Service —Debt service needs are forecast each year as an element of the Capital Finance Plan (CFP), which is based on the projected capital budget outlined in the Capital Improvement Program (CIP). The 2008 annual budget for ES includes \$3 million to directly pay for capital projects (Pay-As-You-Go). This eliminates needed financing in the amount of \$3 million. The CIP details the Division’s capital projects and the associated cash flow requirements. The CFP combines this information with pay-as-you-go funds available, interest rate assumptions, current debt obligations and debt leveling requirements to form a debt service forecast. In 2008, debt service costs account for 43.5 percent of the budget. Debt service is included in the MCES Annual Budget because it is funded by wastewater revenues, as required by state statute. However, it is not considered an operating expense in the Unified Operating Budget.

***Metropolitan Council 2008 Adopted Unified Budget
Environmental Services Division***

SUMMARY

Summary of Rates, Revenues and Expenses—the following table shows MCES rates, revenues and expenses for the years 2006–2008.

MCES Revenue: 2006–2008 (Revenues in 000)			
	2006 Actual	2007 Budget*	2008 Budget
Flow (bg)	91.9	95.6	90.7
X Rate (per million gallons)	\$1,543.32	\$1,526.67	\$1,696.25
Municipal Wastewater Charges	\$ 141,770	\$ 146,000	\$ 153,840
SAC Transfer	36,046	34,561	38,733
Industry-Specific Charges	9,590	9,400	9,225
Other Sources	4,014	3,684	4,206
Total Revenue & Other Sources	\$ 191,420	\$ 193,645	\$ 206,004
MCES Expenses: 2006–2008 (Expenses in 000)			
	2006 Actual	2007 Budget*	2008 Budget
Total MCES Labor	\$ 54,576	\$ 58,872	\$ 58,706
Total Non-Labor	49,225	52,223	58,275
Debt Service	79,382	81,782	87,140
Pay-As-You-Go	1,000	1,000	3,000
Water Supply Planning	-	768	650
Total Expenses	\$ 184,183	\$ 194,645	\$ 207,004
Surplus (Deficit)	\$ 7,237	\$ (1,000)	\$ (1,000)

*As amended February, 2007

** Transfers shown as reductions in expense in “Other Uses” in the table on the first page of this section are included in “Other Sources” in this Summary.

**METROPOLITAN COUNCIL
SUMMARY BUDGET-BY FUND TYPE
TRANSPORTATION DIVISION
2008**

	Governmental Fund Types						Proprietary Fund Types					Passthrough (Hwy Right-of- way Program)	Memo Total
	Special Revenue Funds						Enterprise Fund			Division Operating Total	Transit Debt Service Funds		
	Metro Mobility Operations	Suburban Transit Providers	Transportation Planning & TDM Activity	Community Based Transit	Regular Route	Subtotal Special Rev	Metro Transit Bus	Metro Transit LRT	Metro Transit Total				
Revenues													
State Revenues													
Motor Vehicle Sales Taxes	\$ 634,364	\$ 20,715,092	\$ -	\$ 1,847,696	\$ 7,117,376	\$30,314,528	\$ 90,958,402	\$ 3,735,439	\$ 94,693,841	\$ 125,008,369	\$ -	\$ -	\$ 125,008,369
State Market Value Credit Aid	-	-	-	-	-	-	-	-	-	-	1,445,352	123,686	1,569,038
State Appropriation - Base	25,823,562	4,301,346	726,567	1,574,161	2,042,771	34,468,407	\$52,064,834	5,300,000	57,364,834	91,833,241	-	-	91,833,241
State General Fund Appropriation-Supplemen	-	-	-	-	-	-	-	-	-	-	-	-	-
Total State Revenues	\$ 26,457,926	\$ 25,016,438	\$ 726,567	\$ 3,421,857	\$ 9,160,147	\$64,782,935	\$ 143,023,236	\$ 9,035,439	\$ 152,058,675	\$ 216,841,610	\$ 1,445,352	\$ 123,686	\$ 218,410,648
Other Revenues													
Property Taxes	-	-	-	-	-	-	-	-	-	-	36,519,235	3,125,130	39,644,365
Federal Revenues	4,250,000	-	2,699,423	87,427	3,852,701	10,889,551	20,010,048	77,076	20,087,124	30,976,675	-	-	30,976,675
Local Revenues	-	-	105,000	-	636,977	741,977	-	5,300,000	5,300,000	6,041,977	-	-	6,041,977
Investment Earnings	202,000	-	-	-	-	202,000	306,030	120,000	426,030	628,030	180,000	65,000	873,030
Other Revenues	-	-	-	-	50,000	50,000	788,600	-	788,600	838,600	-	-	838,600
Fares - Base	1,519,590	-	-	-	1,029,387	2,548,977	68,006,368	8,556,606	76,562,974	79,111,951	-	-	79,111,951
Fares - Expansion	-	-	-	-	-	-	-	-	-	-	-	-	-
Contract & Special Event Revenue	2,514,169	-	-	-	-	2,514,169	5,016,697	1,209,000	6,225,697	8,739,866	-	-	8,739,866
Total Revenues	\$ 34,943,685	\$ 25,016,438	\$ 3,530,990	\$ 3,509,284	\$14,729,212	\$81,729,609	\$ 237,150,979	\$ 24,298,121	\$ 261,449,100	\$ 343,178,709	\$ 38,144,587	\$ 3,313,816	\$ 384,637,112
Expenses													
Salaries & Benefits	\$ 1,030,811	\$ -	\$ 1,773,825	\$ 80,534	\$ 710,425	\$ 3,595,595	\$ 183,414,942	\$ 12,536,625	\$ 195,951,567	\$ 199,547,162	\$ -	\$ -	\$ 199,547,162
Consulting & Contractual Services	190,000	-	648,165	-	35,700	873,865	5,303,187	1,007,610	6,310,797	7,184,662	-	-	7,184,662
Materials & Supplies	3,821,032	-	61,750	-	312,000	4,194,782	11,187,758	1,791,028	12,978,786	17,173,568	-	-	17,173,568
Rent & Utilities	118,164	-	132,854	-	75,300	326,318	4,958,069	1,052,564	6,010,633	6,336,951	-	-	6,336,951
Printing	31,000	-	50,000	-	37,000	118,000	-	-	-	118,000	-	-	118,000
Travel	5,500	-	37,500	-	-	43,000	-	-	-	43,000	-	-	43,000
Insurance	-	-	-	-	-	-	2,966,707	530,250	3,496,957	3,496,957	-	-	3,496,957
Transit Programs	30,115,013	25,016,438	-	3,400,000	13,293,787	71,825,238	-	-	-	71,825,238	-	-	71,825,238
Operating Capital	19,192	-	42,311	-	-	61,503	813,728	-	813,728	875,231	-	-	875,231
Debt Service	-	-	-	-	-	-	-	-	-	-	40,166,402	-	40,166,402
Other Operating Expenses	51,700	-	50,300	-	35,000	137,000	16,867,473	7,059,052	23,926,525	24,063,525	-	-	24,063,525
Total Expenses	\$ 35,382,412	\$ 25,016,438	\$ 2,796,705	\$ 3,480,534	\$14,499,212	\$81,175,301	\$ 225,511,864	\$ 23,977,129	\$ 249,488,993	\$ 330,664,294	\$ 40,166,402	\$ -	\$ 370,830,696
Other Uses													
Interdivisional Expense Alloc-MT & LRT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,814,692	\$ 1,000,709	\$ 14,815,401	\$ 14,815,401	\$ -	\$ -	\$ 14,815,401
A-87- Metropolitan Transportation Services	-	-	546,250	28,750	230,000	805,000	-	-	-	805,000	-	-	805,000
Planning Chargeback Expense	-	-	188,035	-	-	188,035	107,700	-	107,700	295,735	-	-	295,735
Total Other Uses	\$ -	\$ -	\$ 734,285	\$ 28,750	\$ 230,000	\$ 993,035	\$ 13,922,392	\$ 1,000,709	\$ 14,923,101	\$ 15,916,136	\$ -	\$ -	\$ 15,916,136
Transfers in	21,150	-	-	-	-	21,150	-	-	-	21,150	-	-	21,150
Total Expenses and Uses	\$ 35,361,262	\$ 25,016,438	\$ 3,530,990	\$ 3,509,284	\$14,729,212	\$82,147,186	\$ 239,434,256	\$ 24,977,838	\$ 264,412,094	\$ 346,559,280	\$ 40,166,402	\$ -	\$ 386,725,682
Surplus/(Deficit)	\$ (417,577)	\$ -	\$ -	\$ -	\$ -	\$ (417,577)	\$ (2,283,277)	\$ (679,717)	\$ (2,962,994)	\$ (3,380,571)	\$ (2,021,815)	\$ 3,313,816	\$ (2,088,570)

Metropolitan Council 2008 Adopted Unified Budget

Transportation Division - Metropolitan Transportation Services

ORGANIZATION

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

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

KEY REVENUE ASSUMPTIONS

Motor Vehicle Sales Tax (MVST)

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

The State transfers MVST funds to the Council, which in turn, distributes a portion of these funds to the Suburban Transit 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.

The MVST is a single sector sales tax, making it a volatile funding source. On average, once every ten years MVST revenues have reflected significant reductions, taking several years to recover to earlier levels. The Council has recognized the potential for these short-term declines in MVST revenues and has established a transit operating reserve to address this variability in MVST revenues. Because of historic fluctuations in MVST revenues and uncertainty in State revenue forecasts, the Council has budgeted at less than 95% of state forecast.

For 2008, MVST funding for metropolitan transit is projected at \$131.9 million based on February 2007 State revenue forecasts and the passage of the Transportation Amendment. Of this amount, approximately \$20.7 million is projected to be distributed to the Suburban Transit communities. The Council's portion totals \$111.2 million; \$94.7 million is projected to be distributed to Metro Transit, \$9.6 million to Metropolitan Transportation Services. Approximately \$6.9 million will be deposited into reserves if actual receipts equal state forecasts.

State General Funds

The State of Minnesota provides state General Fund appropriations to support both bus and rail operations. For the 2008 budget, State general funds for transit are \$91.8 million, an increase of \$10.9 million over the amount budgeted in 2007.

METROPOLITAN TRANSPORTATION SERVICES

Introduction

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

Transportation Planning

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

Metropolitan Council 2008 Adopted Unified Budget

Transportation Division - Metropolitan Transportation Services

Transportation Improvement Program (TIP); and, the region's annual planning and research staff work plan, the Unified Planning Work Program (UPWP).

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

Contracted Transit Programs

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

- **Metro Mobility/ADA** – Provides paratransit service to persons with disabilities through six contracts.
- **Community-based programs** – Provide dial-a-ride transit service in Anoka, Washington, Dakota, Scott, Carver, and parts of Hennepin and Ramsey counties through 20 contracts.
- **Contracted Regular Routes** – Provide small, medium, and large regular route bus transit service through 12 contracts and also includes the regional vanpool program, Van Go, which focuses in areas without regular route transit or for commuters not served by regular route transit.
- **Suburban Transit Authority Providers (STAP)** – Twelve communities have chosen to provide their own transit service. Two consortiums have been created and four cities provide transit service through contracts with various private, public, and non-profit entities. The Council passes-through MVST operating funds to the Suburban Transit programs.

Financial Analysis: Revenue Highlights

- **MVST**: 2008 revenues are projected at \$9.6 million for Contracted Regular Route, Metro Mobility and Community programs, and \$20.71 million for the Suburban Transit programs. (Transportation Planning do not utilize MVST funding.) This compares to the 2007 adopted budget of \$8.25 million of MVST for MTS programs and \$21.71 million for the STAP and reflects a \$350 thousand increase in MVST revenues over 2007 levels. The reduction in MVST revenue for the STAP is offset by an increase in State General Funds.
- **State General Funds**: For the 2007-08 biennium, the State appropriated additional funds to help offset the shortfall in MVST receipts. 2008 revenues are projected at \$34.47 million, a 4.1 million increase from the 2007 amount of \$30.33 million. These funds are used for Transportation Planning (to provide match to federal planning grants), Metro Mobility, Contracted Regular Routes and Community Programs. \$4.3 million has been allocated to STAP programs to address the shortfalls from the MVST decline.
- **Federal Grants**:
 - Congestion Mitigation/Air Quality (CMAQ) funds are projected at \$108,679 and are used for eligible Van Go costs.
 - Federal formula funds are projected at \$7,365,299 slightly above the 2007 level.
 - Federal Planning Grants are projected at \$3,415,555 up about \$250 thousand from 2007.
- **Fares** – Fare revenues are a relatively small funding source for MTS, representing \$5.3 million, or 7 percent, of total revenues. Metro Mobility receives about 11 percent of its funding from fares. Contracted Regular Route currently shows less than 7 percent of its funding from fares due partially to the inclusion of fares within Metro Transit's fare revenue figures rather

Metropolitan Council 2008 Adopted Unified Budget Transportation Division - Metropolitan Transportation Services

than as part of the Contracted Regular Routes budget. Fares were last increased in 2005 and are not projected to be increased during 2008.

- **Fund Balances** – The 2008 budget projects a Metro Mobility \$400 thousand shortfall which is less than the 2007 \$1.5 million shortfall.

Financial Analysis: Expenditures Highlights

MTS has five cost centers to track, Transportation Planning and the four transit programs. Each program has its own unique funding issues and expenditure patterns. The 2008 and 2007 adopted budgets are shown below along with annual percentage changes.

MTS Cost Center	2007 Adopted Budget	2008 Adopted Budget	Change
Transportation Planning	\$3,408,901	\$3,530,990	4%
Metro Mobility	\$33,338,590	\$35,361,262	6%
Community Based	\$4,283,174	\$3,509,284	-18%
Contracted Regular Route	\$13,849,741	\$14,729,212	6%
Suburban Transit Providers	\$23,564,798	\$25,016,438	6%
Total MTS Budget	\$78,445,204	\$82,147,186	5%

- **Transportation Planning:** The overall budget for Transportation Planning is projected to increase 4% over 2007 levels. This budget is funded 80% with federal funds and 20% with the required local match funds (SGF).
- **Metro Mobility:** 2008 costs are about 6% higher than 2007 due to higher fuel and provider contract costs. Ridership and service hours are also projected to increase 2.3% in 2008.
- **Community Programs:** Community transit program costs are down by 18% over 2007, primarily due to the recognition of outside fares as a reduction of expenses. This resulted in a similar reduction in revenue and no effect to the bottom line.
- **Contracted Regular Route:** Contracted regular routes are shown to have increased 6% over 2007.
- **Suburban Transit Authority Providers:** The Suburban Transit Authority Providers are projected to receive a 1 million increase over funding levels in 2007 due to an increase in MVST projections.

Metropolitan Council 2008 Adopted Unified Budget

Transportation Division - Metro Transit

METRO TRANSIT - BUS OPERATIONS

Introduction

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

Metro Transit is one of the country's largest transit systems, providing more than 90 percent of the fixed-route public transportation in the Minneapolis/St. Paul metro area. Each weekday, customers board Metro Transit buses and trains an average of 240,000 times.

The 1389 operators and 474 mechanics support a 936 bus fleet serving 118 local, express and contract routes. In service to its customers, Metro Transit drives over 95,000 miles each weekday. Metro Transit provides service that results in fewer cars on Twin Cities roadways and a reduction in congestion. In 2008, 78.0 million customers are expected to ride on Metro Transit buses and trains.

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

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 2008 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 July 2005.

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

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

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Transportation Division - Metro Transit

FINANCIAL ANALYSIS

Financial and Resource Outlook

The Metro Transit - Bus operating budget reflects revenue of \$237.1 million and expenses of \$239.4 million.

Revenue

Metro Transit revenue budget in 2008 is \$237.1 million. Revenue increased \$13.0 million from the 2007 adopted Budget of \$224.1 million. This increase is due in large part to increases in fare revenue from increasing ridership, federal operating revenues and in State of Minnesota general fund appropriations. In addition to passenger fares, the largest sources of funding include proceeds from the Motor Vehicle Sales Tax (MVST) and a State of Minnesota general fund appropriation. Revenue assumptions in the 2008 Transportation Division budget are based on the February 2007 State forecast.

	<u>Budget</u>	<u>Budget</u>	<u>Change</u>	<u>%</u>
	<u>2007</u>	<u>2008</u>		
Transit Fund	91.4	91.0	(0.4)	(0.4%)
Passenger Fares	67.1	70.3	3.2	4.8%
State General Fund	44.3	52.1	7.8	17.6%
Federal Funds	15.4	20.0	4.6	29.9%
All other sources	5.9	3.7	(2.2)	(37.3%)
Total	224.1	237.1	13.0	5.8%

Expenses

Metro Transit expense budget in 2008 is \$239.4 million, up \$13.6 million from the 2007 adopted budget of \$225.8 million. Expense increases are in labor and fringe benefits, and fuel and utilities expenses.

	<u>Budget</u>	<u>Budget</u>	<u>Change</u>	<u>%</u>
	<u>2007</u>	<u>2008</u>		
Salaries & Benefits	174.0	183.4	9.4	5.4%
Materials & Supplies	28.7	31.6	2.9	10.1%
All Other Expenses	10.7	10.5	(0.2)	(1.9%)
Central Service Fees	12.4	13.9	1.5	12.1%
Total	225.8	239.4	13.6	6.0%

Personnel

Full-time equivalent positions reflected in the 2008 budget for Metro Transit–Bus are:

Bus Operators	1,389.0
Mechanics: vehicle & facilities	474.8
Supervisory/Professional & Police *	411.0
Clerical	<u>201.0</u>
Total FTE	2,475.8

* includes 39.9 FTEs for the Central Corridor Project and 5.8 FTEs for the Northstar Project

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).

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Transportation Division - Metro Transit***

METRO TRANSIT - HIAWATHA LIGHT RAIL OPERATIONS

INTRODUCTION

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

Metro Transit now offers numerous bus routes with connecting service and timed transfers at 17 light rail stations. There are nearly 1,800 free parking spaces near Hiawatha Light Rail stations, including Park and Ride lots at Midtown/Lake Street, Fort Snelling and 28th Avenue near the Mall of America. Since the beginning operations through August, 2007, the Hiawatha Light Rail Line has carried more than 25 million passengers.

FINANCIAL ANALYSIS

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

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

Revenue

Metro Transit Light Rail revenue budget in 2008 is \$24.3 million. For the 2008 calendar year, passenger fares will generate \$8.56 million for rail operations. In addition, M.A.C. Airport Shuttle service will generate \$624 thousand contracted service revenue. Budget year 2008 is the first year MVST will be part of LRT funding, contributing \$3.7 million. The addition of MVST offsets the conclusion of CMAQ grant funding assistance in 2007. The State of Minnesota and the Hennepin County Regional Rail Authority provide the operating resources of \$5.3 million each.

	<u>Budget</u> <u>2007</u>	<u>Budget</u> <u>2008</u>	<u>Change</u>	<u>%</u>
Transit Fund	-	3.7	3.7	100.0%
Passenger Fares	7.3	8.6	1.3	17.8%
State General Fund	6.3	5.3	(1.0)	(15.9%)
Hennepin County	6.3	5.3	(1.0)	(15.9%)
All other sources	0.5	1.4	0.9	180.0%
Total	20.4	24.3	3.9	19.1%

Expenses

Metro Transit expense budget in 2008 is \$25.0 million, up \$4.6 million from the 2007 adopted budget of \$20.4 million. Expense increases are in labor and fringe benefits, and LRV parts.

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	<u>Budget</u> <u>2007</u>	<u>Budget</u> <u>2008</u>	<u>Change</u>	<u>%</u>
Salaries & Benefits	11.3	12.5	1.2	10.6%
Materials & Supplies	1.3	1.8	0.5	38.9%
All Other Expenses	6.8	9.7	2.9	42.7%
Central Service Fees	1.0	1.0	(0.0)	0.0%
Total	20.4	25.0	4.6	22.6%

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

Rail Operators	46.9
Mechanics: vehicle & facilities	78.2
Supervisory & Professional	35.3
Clerical	<u>7.8</u>
Total FTE	168.2

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).

KEY WORK PROGRAM ACTIVITIES FOR 2008

Ridership

During the 2000/2001 biennium, the State legislature increased transit funding while challenging the Metropolitan Council to increase ridership. While since then numerous challenges including economic downturn, increased fares, and work stoppage have negatively impacted ridership, Metro Transit has continued efforts to achieve increased ridership. In 2007 alone, Metro Transit has seen a growth in ridership through the month of August. Year-to-date August 2007 bus ridership is 1.3 million rides, or 3.1%, ahead of the 2007 goal and 2.6 million rides, or 6.1% ahead of the pace during the same time last year.

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

In October 1998, Metro Transit introduced the 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 revenue. As of August 2007, 163 companies are enrolled in the program making the MetroPass available to more than 135,000 employees. Metro Transit generates approximately \$19.9 million in annual revenue from the MetroPass program with projected ridership in 2008 of nearly 7.7 million annual rides.

In a similar fashion, Metro Transit and the University of Minnesota have negotiated the U-Pass Transit Program. The U-Pass program is a deeply discounted bus pass that offers students unlimited rides on all

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metro area bus and rail service with projected ridership in 2008 of nearly 4.4 million annual rides. Beginning in fall 2007, the U-pass has been converted to the technology of the Go-To card system. With over 19,000 U of M students participating in the U-pass program, this introduction will increase the total number of Go-To card users by almost 60 percent.

Special Service:

Metro Transit provides express service to the State Fair from convenient locations and Park-and-Ride lots and provides shuttle service from various other locations. The service provided over 986,000 State Fair rides in 2007, bringing more than 29% of all patrons to the State Fair.

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

Service Review

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

Central Corridor Light Rail

The Central Corridor project is part of the Metropolitan Council's 2030 plan for a network of rail and bus transitways to serve heavily traveled corridors in the Twin Cities metropolitan area. It will link five major centers of activity in the Twin Cities region – downtown Minneapolis, the University of Minnesota, the Midway area, the state Capitol complex and downtown St. Paul. During 2007-2009, preliminary engineering, finalization of route and station locations, refinement of costs and funding sources and approval by the Federal Transit Administration (FTA) will occur. Construction of the 11-mile light rail will begin in 2010 with the intention of the Central Corridor LRT opening for service in 2014.

Fleet

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

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

Over the next five years Metro Transit will replace its retiring buses with 150 hybrid buses; additionally, 164 standard engine bus replacements will incorporate the latest engine technologies. Metro Transit

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

Public and Support Facilities

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

Summary

Metro Transit's FY 2008 Bus and Rail operating budgets provide funding to maintain current service levels with a major focus on quality service in a customer-focused and efficient manner. The budgets project revenues of \$261.4 million and expenses of \$264.4 million."

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MISSION

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

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

EXPECTED RESULTS

- The Council receives comprehensive analysis of and recommendations about policy, planning and related financial issues to assist the Council in the actions required to implement the Metropolitan Land Planning Act.
- Local communities view the Council as a valuable resource for dependable information and as an effective facilitator of collaborative community efforts to guide regional growth and investment.
- Information for targeted Council audiences and customers is accurately prepared and published in a timely manner.
- Regional citizens and visitors rely on the parks and open spaces as venues for leisure time and entertainment choices, as well as means of preserving natural amenities.
- Communities participating in Livable Communities Act grant programs find them valuable resources for assistance with cleaning up polluted sites, expanding housing choices, and developing projects that offer a mix of land uses connected by a variety of transportation options.
- Eligible low-income households receive rent assistance to help ensure affordable housing through existing Council rent assistance programs.
- 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 updates, amendments and other materials submitted in accordance with the Land Planning Act and related state laws are conducted expeditiously and completed in a timely manner. Local officials are promptly notified

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Community Development Division

regarding questions or issues and are formally informed of committee and Council meetings and actions.

- 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 full utilization of all available subsidies for the provision of affordable rents for program participants.
- The Council's federal Section 8 Housing Choice Voucher Program and all additional specialized housing assistance programs administered by the Council are operated in a manner that provides the most efficient and effective use of available resources to assist clients.
- All units administered through the Family Affordable Housing Program are occupied and a sufficient waiting list is maintained to ensure continued full occupancy.

ORGANIZATION OF THE DIVISION

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

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

FUNCTIONS

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

- **Division Management:** Provides overall policy direction and leadership to the division, policy alignment with operating units, and positive collaboration with external interests and local community officials.
- **Regional Systems Planning and Growth Strategy:** Develops policy initiatives and effective outreach services to implement the *2030 Regional Development Framework* policies and strategies. Conducts long-range planning of the regional park system to meet the future needs of the region, reviews park master plans and manages the Capital Improvement Program (CIP). Helps the Council shape its regional growth plan—the *Regional Development Framework*—and helps coordinate outreach efforts related to the plan. This unit also includes the Council's parks and open space program, which helps the Council oversee the acquisition and development of regional parks. The parks are operated by 10 partnering agencies.

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- **Local Planning Assistance:** Reviews local comprehensive plan updates, amendments, environmental assessments, and grant applications; provides local comprehensive planning information and guidelines to communities. This unit includes the Sector Representatives, liaisons between the Council and local jurisdictions, and coordinates the review of comprehensive plans prepared by local governments.
- **Livable Communities:** Implements the Livable Communities Act, which provides funding for cities to invest in and support local economic revitalization, affordable housing initiatives, and development or redevelopment demonstration projects.
- **Housing and Redevelopment Authority (HRA):** Administers federal, state and local tenant and project based rent assistance programs. Uses the existing private rental market to provide decent, safe, and sanitary housing for over 6,700 low-income seniors, disabled individuals, families and singles at an affordable cost. The HRA also operates 150 federal scattered site public housing units through the Family Affordable Housing Program (FAHP).
- **Research:** Provides data development, research and analysis services to Community Development and all other Divisions, including:
 - Regional and local forecasting of population and employment
 - Development monitoring, housing market analysis, and land use analysis
 - Census and demographic fact-finding and analysis
 - Transportation and commute patterns fact-finding and analysis
- **Geographic Information Systems:** Support the Council's planning, transit and environmental services functions through Geographic Information System (GIS) technology, data and expertise and facilitate the sharing of GIS data among government agencies within the region.

MAJOR 2008 POLICY INITIATIVES

- Provide strategic leadership for implementation of the *2030 Regional Development Framework* with a focus on completing statute-required update of local comprehensive plans.
- Review and revise division administrative procedures to ensure that the stakeholders and the general public can readily access and confidently respond to various information requirements.
- Provide analysis for *Regional Policy Plan* updates.
- Report on *Regional Framework Benchmarks*, recommending revisions to existing ones as appropriate.
- Work with local communities to identify ways official controls and procedures can be developed and maintained to ensure land development is consistent with adopted plans and available infrastructure capacity.
- Identify opportunities for utilization of the digital *Natural Resources Inventory* and assessment.
- Collaborate with local jurisdictions to identify ways local plans and official controls can provide for a variety of housing.
- Work in partnership with local units of government and other funding agencies to implement the Metropolitan Livable Communities Act.

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Community Development Division

- Continue ongoing communication with counties and other units adjacent to and beyond the seven-county region.
- Coordinate with communities in preparation of the 2008 Comprehensive Plan Update submittals.
- Expand enterprise-wide leadership and support for GIS activities to help increase productivity and efficiency throughout the Council and enhance communication with its clients.
- Develop opportunities for sharing GIS data, services and expertise with surrounding counties to facilitate coordination of the region's development.

KEY 2008 WORK PROGRAM ACTIVITIES

- **Division Management**
 - ✓ Implement *2030 Regional Development Framework*.
 - ✓ Ensure policy coordination with Council operating units.
 - ✓ Support inter-governmental partnerships to implement key Council initiatives.
- **Regional Systems Planning and Growth Strategy**
 - ✓ Coordinate *Regional Development Framework* policy with the *Water Resources Management Policy Plan* and the *2030 Regional Parks Policy Plan* and *2030 Transportation System Plan*.
 - ✓ Coordinate the work of the Land Use Advisory Committee.
 - ✓ Develop and implement *Framework* policy recommendations.
 - ✓ Coordinate *Framework*-related local planning assistance to Council partners and stakeholders.
 - ✓ Provide natural resource technical assistance.
 - ✓ Analyze trends in adjacent counties.
- **Parks and Open Space**
 - ✓ Coordinate *2008-2013 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 Parks System.
 - ✓ Review master plan amendments, administer approved grants from the *Regional Parks Capital Improvement Program*, and review/comment on local comprehensive plans and related referrals regarding their compatibility with the Regional Parks System.
 - ✓ Prepare the annual Regional Parks System use estimate and conduct research on the demand for the Regional Parks System.
 - ✓ Support efforts to create alternative funding sources, such as a regional parks foundation.
- **Local Planning Assistance**
 - ✓ Update and maintain the *Local Planning Handbook* and related data, with attention to the accuracy and timeliness of the versions published on the Council's Internet web site.

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Community Development Division

- ✓ Plan and implement means that enable communities to submit more local comprehensive plan information on line.
 - ✓ Prepare annual reports including the *Metropolitan Agricultural Preserves Report to the Legislature* and the *Plat Monitoring Report*.
 - ✓ Provide technical assistance and staff review of grant programs including Livable Communities Demonstration Account (LCDA), Tax Based Revitalization Account (TBRA) and Transportation Equity Act for the 21st Century (TEA-21).
 - ✓ Provide technical support to Council members and to local communities through sector representatives.
 - ✓ Provide staff assistance to various Council, commission and advisory committees.
 - ✓ Provide staff assistance for special studies, e.g., corridors or focus areas.
 - ✓ Coordinate *Framework*-related local planning assistance to Council partners and stakeholders to help implement regional growth strategies.
 - ✓ Administer comprehensive planning loan and grant program.
- **Research**
 - ✓ Scoping and specification of the Council's future socio-economic/land use model.
 - ✓ Annual population and household estimates, in fulfillment of Minnesota Statutes 473.24.
 - ✓ Annual updates of Development Framework Benchmarks, a set of quality of region and Council performance indicators.
 - ✓ LCA Affordable Housing Survey and Report Card of findings, in fulfillment of Minnesota Statutes 473.254.
 - ✓ Annual Metro Residents Survey and findings report.
 - ✓ Research design and project management of household surveys and on-site surveys for a 2008 Park Users Study.
 - ✓ Annual building permits survey and reports.
 - ✓ Hiawatha Corridor monitoring of new permitted construction, housing stock change, tax base, and employment change.
 - ✓ Incorporating research data into a redesigned Council website, featuring drill-down reports and mapping of local information.
 - **Geographic Information Systems (GIS)**
 - ✓ Continue to expand the function, ease of use and sustainability of the 'Maps' part of the Council's website redesign while maintaining existing web-based GIS capabilities.
 - ✓ Complete an application to search and maintain the geographic components of Environmental Services land records.
 - ✓ Test and implement procedures to access data in enterprise databases needed for web-based applications.
 - ✓ Maintain and further develop interactive natural resource mapping capability needed for comprehensive planning.
 - ✓ Continue to refine, test and support land use development monitoring processes.
 - ✓ Support Web-based GIS applications development for Metro Transit especially the Trip Planner Mapping project.
 - ✓ Complete GIS review tracking tools for use in the comprehensive planning process.

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Community Development Division

- ✓ Maintain GIS resources needed for the on-line version of the Local Planning Handbook and other Planning support functions.
- ✓ 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.
- ✓ 1. Reach agreement on MetroGIS's role in meeting shared application needs and begin work on priority solutions.
- ✓ 2. Complete a next-generation parcel data sharing agreement that meets the needs of the counties, the Council, and the broader MetroGIS stakeholder community
- ✓ 3. Update the MetroGIS Performance Measurement Plan to measure results of the new 2008-2011 MetroGIS Business Plan objectives.
- ✓ 4. Begin to establish effective working relationships with jurisdictions that adjoin the seven county area aimed at sharing solutions to geospatial information needs.
- ✓ 5. Begin to establish working relationships with non-government entities and collaboratively pursue solutions to shared geospatial information needs.
- ✓ Maintain www.MetroGIS.org and www.datafinder.org web sites for access to organizational information and data on MetroGIS.

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

- **Housing and Redevelopment Authority (HRA)**
 - **Tenant-based Rent Assistance Programs**
 - ✓ Fully utilize all rent subsidy resources.
 - ✓ Continue implementation of Family Self-Sufficiency and HOME (Homeownership Made Easy) Programs.
 - ✓ Continue 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.

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Community Development Division

- ✓ Perform asset management duties to ensure all FAHP units are maintained according to acceptable standards.
- ✓ Ensure there are sufficient federal funds for program operations and capital needs.

FINANCIAL ANALYSIS OF DIVISION BUDGET

Revenues

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

HRA/FAHP revenues come from federal, state, and local administrative fee sources. For 2008, HRA/FAHP projected revenues include administrative fees of approximately \$4.35 million in federal funding primarily from the Department of Housing and Urban Development (HUD), \$120 thousand State funding from the Minnesota Housing Finance Agency (MHFA) and \$1.0 million local revenues, which includes property rental fees earned.

Community Development also allocates a portion of its planning expenses to the operating divisions as a planning chargeback. The planning chargeback is projected to be approximately \$411 thousand for 2008.

	<u>Adopted Budget</u>		<u>Percentage</u>	
	<u>2007</u>	<u>2008</u>	<u>Change</u>	<u>of total</u>
Property Tax	2,395,290	24,563,468	2.6%	26%
Federal Grants	55,482,740	55,148,137	-0.6%	57%
State Revenues	10,936,977	10,671,284	-2.4%	11%
Local	666,612	266,400	-60.0%	0%
Interest/Other	3,677,000	4,967,600	35.0%	5%
Subtotal	94,714,619	95,613,889	.9%	100%
Internal Cost Sharing	406,725	410,785	1.0%	0%
Total	95,121,344	96,024,674	.9%	100%

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Community Development Division

Expenditures

The Community Development Division total 2008 operating expenditures including Pass-Through and Debt Service expenses are \$101,879,934 increasing approximately \$3.5 million (3.5 percent).

	<u>Adopted Budget</u>		<u>Percentage</u>	
	<u>2007</u>	<u>2008</u>	<u>Change</u>	<u>of total</u>
Salaries & Benefits	6,368,322	6,694,723	5.1%	7%
Consulting/Contractual Svcs.	1,319,705	1,259,300	-4.6 %	1%
Other Operating Expenses	2,116,949	2,376,845	12.3%	2%
Operating Expenditures	<u>9,804,976</u>	<u>10,330,868</u>	5.4%	<u>10%</u>
Debt Service	8,059,865	10,756,691	33.5%	11%
Pass Through	80,409,683	80,792,375	.5%	79%
Total Expenditures	<u>98,274,524</u>	<u>101,879,934</u>	3.7%	<u>100%</u>

Operating expenditures are projected to increase in 2008 due to increases in consulting costs, pay increases and the transfer 1 fte to Community Development. Debt service expenditures, primarily related to parks debt, are projected to increase approximately \$2.7 million (33.5 percent). Pass-Through expenditures are projected to increase approximately \$383 thousand (.5 percent) caused by an increase in the HUD subsidy for housing grants. Projected 2008 Pass-Through expenditures consist of \$8,630,000 for Parks; \$55,312,375 for the HRA; and \$16,850,000 for grant programs authorized by the 1995 Livable Communities Act. Additional information on the Pass-Through Grant and Loan programs portion of the budget is available in Appendix A (p. 9-1).

The 2008 budget assumes a staffing complement of 83.40 FTE or increase of 1 FTE. The increase is the result of moving a staff person from Public Affairs to Local Planning and Assistance.

Department	<u>Adopted Budget</u>		<u>Percentage</u>		Major Changes
	<u>2007</u>	<u>2008</u>	<u>Change</u>		
Local Planning Assistance	1,075,992	1,222,911	13.7%		Increase 1 FTE
Parks	240,751	337,464	40.2%		Parks Usage Survey
GIS	1,145,152	1,212,683	5.9%		
Research	774,126	839,304	8.4%		Forecast Model
RSP & Growth Strategy	263,148	402,727	53.0%		
Livable Communities	613,928	626,361	2.0%		
Division Management	894,844	726,437	-18.8%		
Subtotal	<u>5,007,941</u>	<u>5,367,887</u>	7.2%		
HRA	3,883,703	3,976,918	2.4%		
FHAP	913,332	986,063	8.0%		
Total	<u>9,804,976</u>	<u>10,330,868</u>	5.4%		

Note: several departments were reorganized during 2008 with staff moving between departments making year to year comparisons difficult at the department level.

**METROPOLITAN COUNCIL
SUMMARY BUDGET
REGIONAL ADMINISTRATION BY DEPARTMENT
2008**

GENERAL FUND															
Government Affairs	Public Affairs	Human Resources	Information Services	Purchasing/ Contracting	Legal	Internal Audit	Office of the Regional Administrator	Diversity and Equal Opportunity	Council & Office of the Chair	Budget & Evaluation	Fiscal & Central Services	Risk Management	Non Department Specific	Memo Total	
Revenues															
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,020,963	\$ 5,020,963
Prop Tax Transfer to Livable Comm	-	-	-	-	-	-	-	-	-	-	-	-	-	(1,000,000)	(1,000,000)
State Revenues	-	-	-	-	-	-	-	-	-	-	-	-	-	267,435	267,435
Investment Earnings	-	-	-	-	-	-	-	-	-	-	-	-	-	505,000	767,471
Other Revenues	-	-	-	-	-	-	-	-	-	-	-	-	-	76,000	76,000
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	262,471	\$ 4,869,398
Expenses															
Salaries & Benefits	\$ 391,428	\$ 1,271,614	\$ 3,127,433	\$ 6,190,015	\$ 963,673	\$ 978,303	\$ 461,284	\$ 367,764	\$ 572,600	\$ 494,288	\$ 323,481	\$ 2,793,144	\$ 1,042,101	\$ -	\$ 18,977,128
Consulting & Contractual Services	60,000	250,000	1,004,630	4,748,472	-	1,490,000	10,000	300	64,000	-	23,000	607,500	21,000	-	8,278,902
Material & Supplies	350	32,000	130,540	199,000	7,000	2,500	950	1,100	5,750	1,700	100	42,000	4,500	-	427,490
Rent & Utilities	26,466	155,175	158,974	876,199	45,557	110,817	19,141	38,102	21,316	31,697	8,617	511,544	55,769	-	2,059,374
Printing	950	85,000	26,000	5,500	750	7,100	850	14,500	3,000	4,500	5,000	82,500	3,750	-	239,400
Travel	2,300	7,000	105,900	173,000	8,000	5,000	7,100	4,000	8,000	52,000	100	38,000	1,500	-	411,900
Insurance	-	-	-	-	-	-	-	-	-	-	-	-	39,700	-	39,700
Operating Capital	3,992	19,887	29,538	67,857	11,177	9,580	6,387	3,193	7,185	2,395	2,395	37,950	13,572	-	215,108
Other Operating Expenses	2,500	115,000	181,500	13,000	12,500	60,750	-	11,700	4,500	18,000	75	203,223	15,800	-	638,548
Total Expenses	\$ 487,986	\$ 1,935,676	\$ 4,764,515	\$ 12,273,043	\$ 1,048,657	\$ 2,664,050	\$ 505,712	\$ 440,659	\$ 686,351	\$ 604,580	\$ 362,768	\$ 4,315,861	\$ 1,197,692	\$ -	\$ 31,287,550
Other Uses															
Interdivisional Expense Alloc-MCES	\$ (185,435)	\$ (286,441)	\$ (1,162,339)	\$ (4,229,692)	\$ (906,191)	\$ (455,925)	\$ (106,371)	\$ (167,450)	\$ (189,435)	\$ (229,740)	\$ (58,925)	\$ (1,892,344)	\$ (144,992)	\$ -	\$ (10,015,280)
Interdivisional Expense Alloc-MT	(195,194)	(222,671)	(2,859,808)	(6,132,928)	-	(1,521,773)	(181,833)	(176,264)	(375,458)	(241,832)	(71,708)	(853,009)	(982,214)	-	(13,814,692)
Interdivisional Expense Alloc-LRT	(14,640)	(11,920)	(281,285)	(295,436)	-	(114,511)	(120,203)	(13,220)	(48,216)	(18,138)	(3,120)	(65,279)	(14,741)	-	(1,000,709)
A-87 - HRA	-	-	-	-	-	-	-	-	-	-	-	-	-	(620,000)	(620,000)
A-87- Metropolitan Transp Svcs	-	-	-	-	-	-	-	-	-	-	-	-	-	(805,000)	(805,000)
Subtotal Allocations	\$ (395,269)	\$ (521,032)	\$ (4,303,432)	\$ (10,658,056)	\$ (906,191)	\$ (2,092,209)	\$ (408,407)	\$ (356,934)	\$ (613,109)	\$ (489,710)	\$ (133,753)	\$ (2,810,632)	\$ (1,141,947)	\$ (1,425,000)	\$ (26,255,681)
Property Tax Transfer to MCES	-	-	-	-	-	-	-	-	-	-	-	-	-	100,000	100,000
Water Supply Transfer to MCES	-	-	-	-	-	-	-	-	-	-	-	-	-	650,000	650,000
Total Other Uses	\$ (395,269)	\$ (521,032)	\$ (4,303,432)	\$ (10,658,056)	\$ (906,191)	\$ (2,092,209)	\$ (408,407)	\$ (356,934)	\$ (613,109)	\$ (489,710)	\$ (133,753)	\$ (2,810,632)	\$ (1,141,947)	\$ (675,000)	\$ (25,505,681)
Total Expenses and Other Uses	\$ 92,717	\$ 1,414,644	\$ 461,083	\$ 1,614,987	\$ 142,466	\$ 571,841	\$ 97,305	\$ 83,725	\$ 73,242	\$ 114,870	\$ 229,015	\$ 1,505,229	\$ 55,745	\$ (675,000)	\$ 5,781,869
Surplus/(Deficit)															\$ (650,000)

Metropolitan Council 2008 Adopted Unified Budget

Regional Administration

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

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

Regional Administration's continuing priority for 2008 will be maintaining, and where necessary, improving its support of the Council's operating units by providing highest quality, cost effective shared services.

EXPECTED RESULTS

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

ORGANIZATION OF REGIONAL ADMINISTRATION

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

The administrative support units within Regional Administration include:

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

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

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

Metropolitan Council 2008 Adopted Unified Budget Regional Administration

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

PUBLIC AFFAIRS

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

DIVERSITY

- Provide leadership in creating and sustaining an emotionally healthy and inclusive organization by providing diversity related training and consultation.

Metropolitan Council 2008 Adopted Unified Budget Regional Administration

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

FISCAL/CENTRAL SERVICES

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

INFORMATION SYSTEMS

- 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

Metropolitan Council 2008 Adopted Unified Budget

Regional Administration

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

BUDGET AND EVALUATION

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

OVERVIEW OF REGIONAL ADMINISTRATION BUDGET

Total 2008 budgeted expenditures for Regional Administration are \$31,287,550 with sixty-one percent of the budget representing staffing costs, and twenty-seven percent representing consulting or contractual services related expenses. The balance is comprised of rent, utilities, training, supplies, and other miscellaneous expenses.

Approximately \$26 million, or 84 percent, of Regional Administration expenses are shared or allocated to business units under The Council's cost allocation and federal Office of Management and Budget (OMB) A-87 guidelines.

Metropolitan Council 2008 Adopted Unified Budget Regional Administration

COMPARISON OF 2008 BUDGET TO 2007

Regional Administration expenditures increase 5.7 percent in 2008 to \$31,287,550, largely driven by salary increases, Information Services consulting costs, and the transfer of the Metro Transit payroll staff.

	<u>Adopted Budget</u>		<u>Percentage</u>	
	<u>2007</u>	<u>2008</u>	<u>Change</u>	<u>of total</u>
Salaries & Benefits	17,822,885	18,977,128	6.5%	61%
Consulting/Contractual Svcs.	7,259,011	8,318,602	14.6%	27%
Other Operating Expenses	4,506,942	3,991,820	-11.4%	13%
Total	<u>29,588,838</u>	<u>31,287,550</u>	5.7%	100%

Operating Capital Outlay	631,200	476,700
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Operating Capital Outlay includes expenditures for computer equipment, technology infrastructure, and building expenses offset by rent.

2008 Regional Administration departmental expenditure budgets compared to the 2007 adopted budget are displayed in the following table.

Department	<u>Adopted Budget</u>		<u>Percentage</u>	Major Changes
	<u>2007</u>	<u>2008</u>	<u>Change</u>	
Government Affairs	473,492	487,986	3.1%	
Public Affairs	1,974,559	1,935,676	-2.0%	1 fte to CD
Human Resources	4,647,558	4,764,515	2.5%	
Information Services	11,534,041	12,273,043	6.4%	Consulting costs
Purchasing/Contracting	1,086,597	1,048,657	-3.5%	1 fte to FS
Legal	2,628,157	2,664,050	1.4%	
Internal Audit	502,891	505,712	0.6%	
Regional Administrator	416,691	440,659	5.8%	
Diversity	591,031	686,351	16.1%	
Chairs Office	602,017	604,580	0.4%	
Budget & Evaluation	346,194	362,768	4.8%	
Fiscal / Central Services	3,644,312	4,315,861	18.4%	Added 9 Staff
Risk Management	1,141,298	1,197,692	4.9%	
	<u>29,588,838</u>	<u>31,287,550</u>	5.7%	

Metropolitan Council 2008 Adopted Unified Budget Budget Development and Adoption Process

Introduction

The Metropolitan Council budget is a unified operations budget that encompasses all operating units and revenue sources. It is composed of four operating divisions: Environmental Services Division, Transportation Division, Community Development Division, and Regional Administration. A separate capital improvement program and budget for 2008-2013 is also prepared including major facilities primarily financed by means of long term debt.

The Council's budget addresses the overall vision and mission of the agency, which will guide the development of the 2008 work program. Each of the individual operating divisions develops its own mission based upon the Council's Implementing Strategies and the needs of the customer, client, or stakeholder served.

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

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

Budget Process

Development of the annual operating budget is an intensive, nearly eleven month process involving the entire organization. The final product is a policy and financial plan covering all of the Metropolitan Council's programs and services. The adopted 2008 unified operating budget is \$701 million, and includes the Council's anticipated operating revenues, expenditures, pass-through grants and loans, and debt service.

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

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

During June and July, the Environmental Services Division proposed budget is presented to the Council's Environment Committee. The Environmental Services Division budget determines municipal wastewater charges for cities in the region for the upcoming year. Public meetings on the proposed Environmental Division budget are held prior to adoption of the proposed budget so that communities and other clients

Metropolitan Council 2008 Adopted Unified Budget Budget Development and Adoption Process

have the opportunity to comment on the budget and proposed municipal wastewater charges. The Environmental Services division budget, once completed, is reviewed with the Regional Administrator's Office and presented to the Environment committee.

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

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

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

Capital Budgeting

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

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

The CIP and annual Capital Budget document presents:

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

Metropolitan Council
2008 Adopted Unified Operating Budget

APPENDICES

A. Service Level History Charts

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

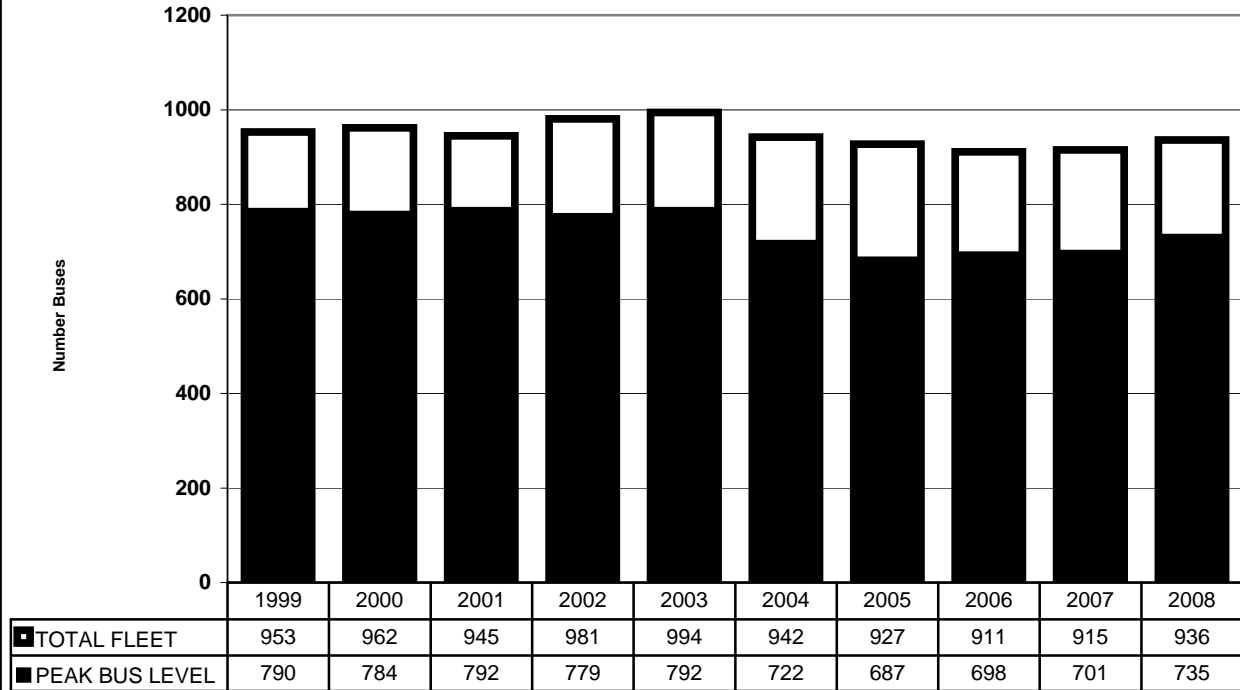
B. Report on Professional / Technical Contractual Services

- 1) 2006 Actual
- 2) Draft 2007 (11 mos. Actual)
- 3) 2008 Adopted Budget

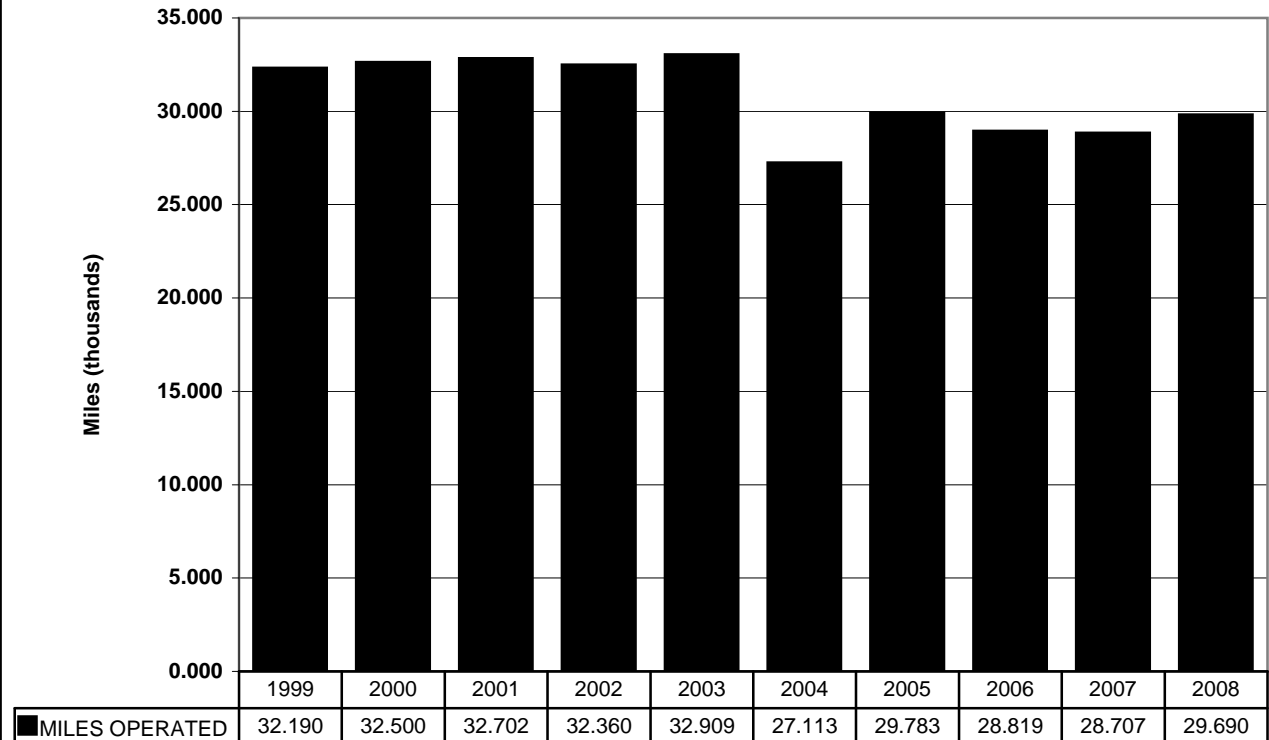
C. Capital Outlay

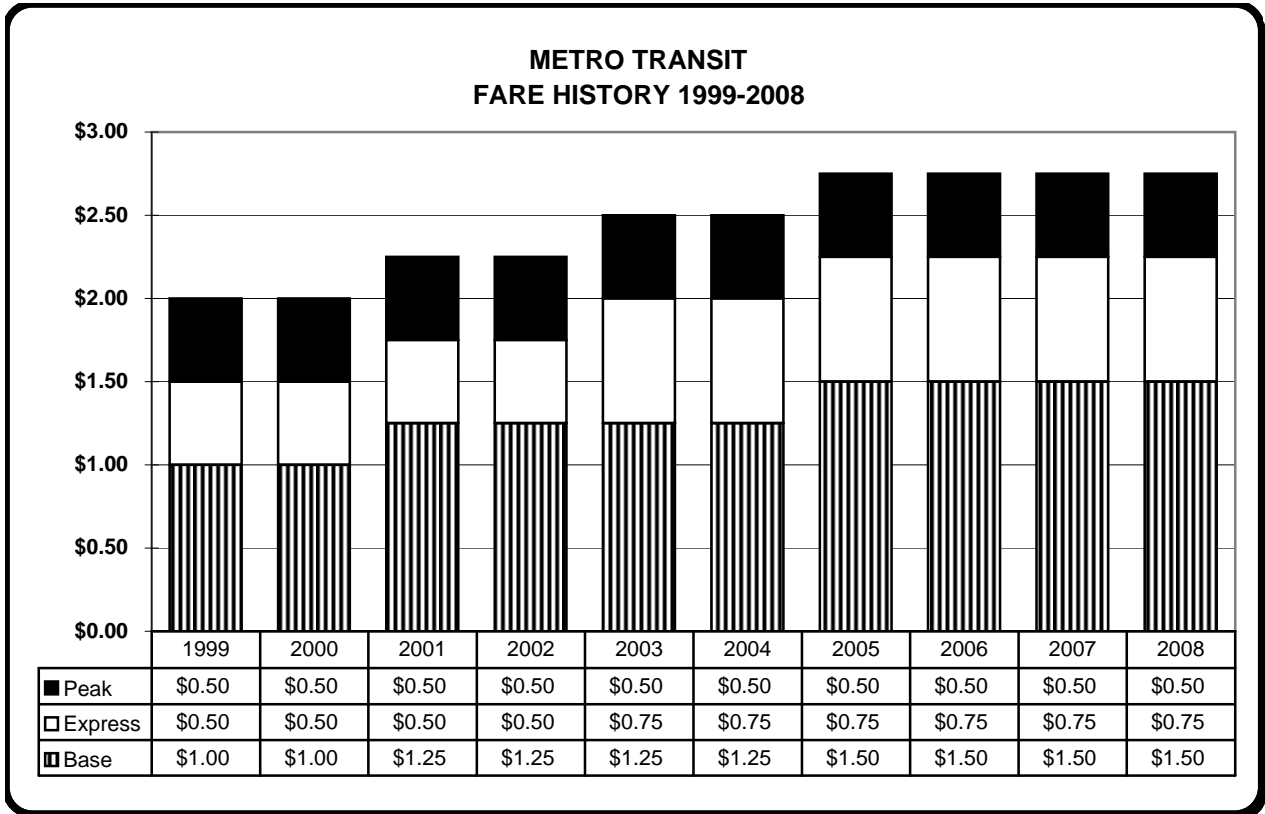
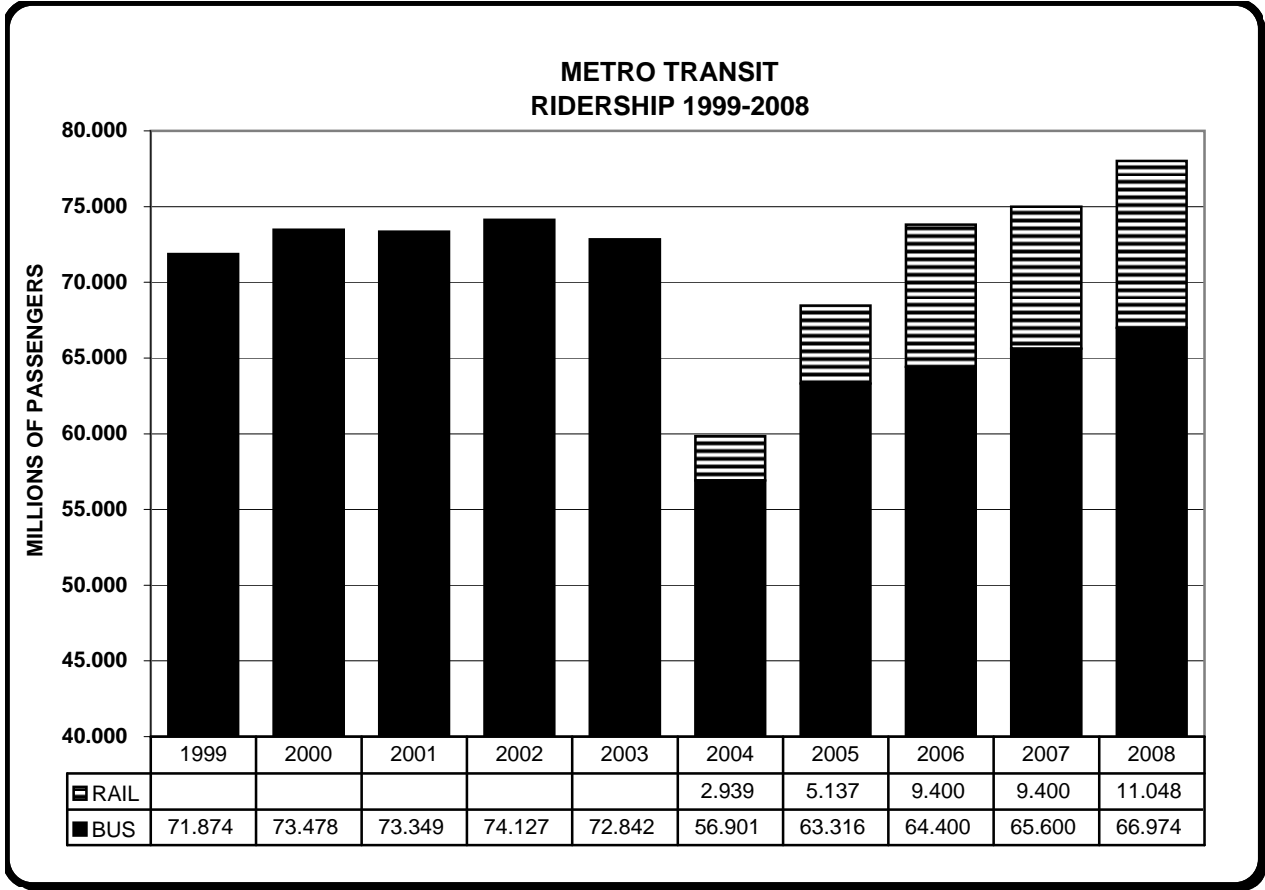
D. Glossary

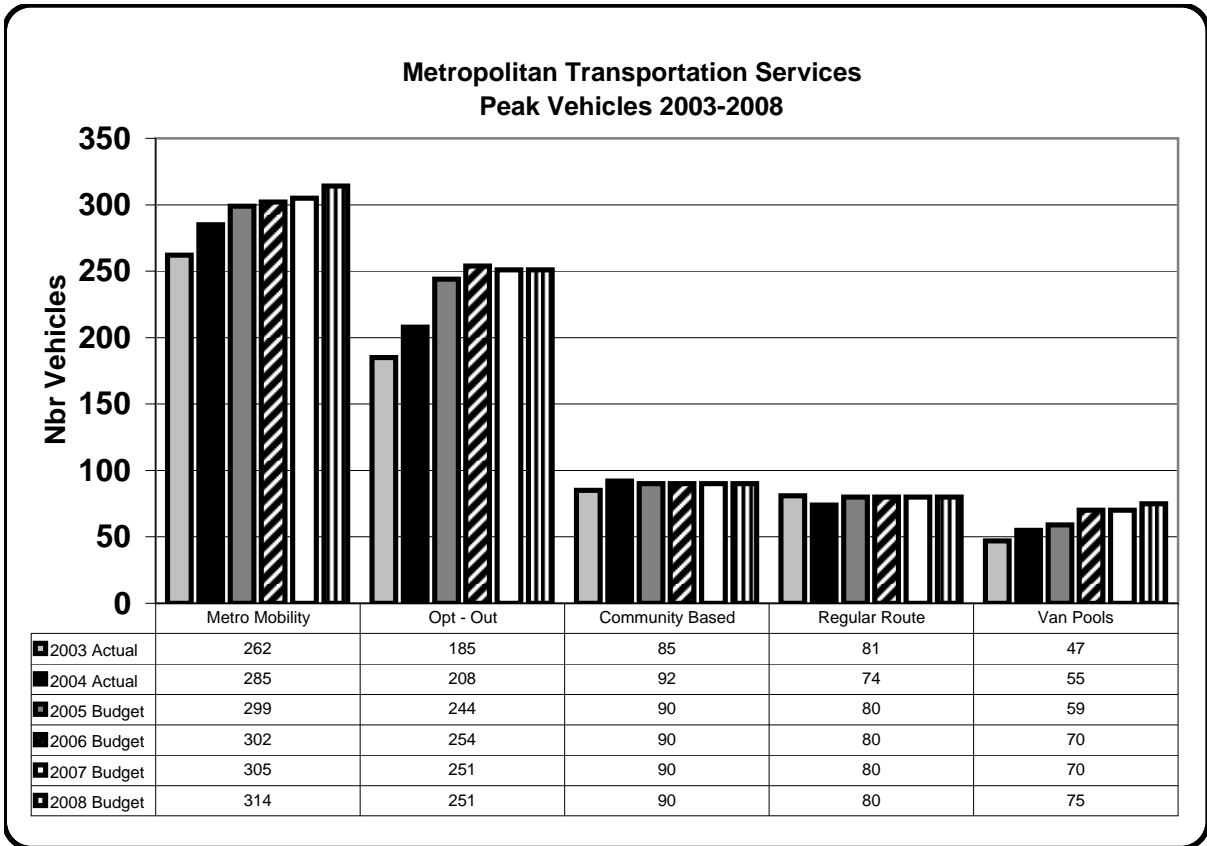
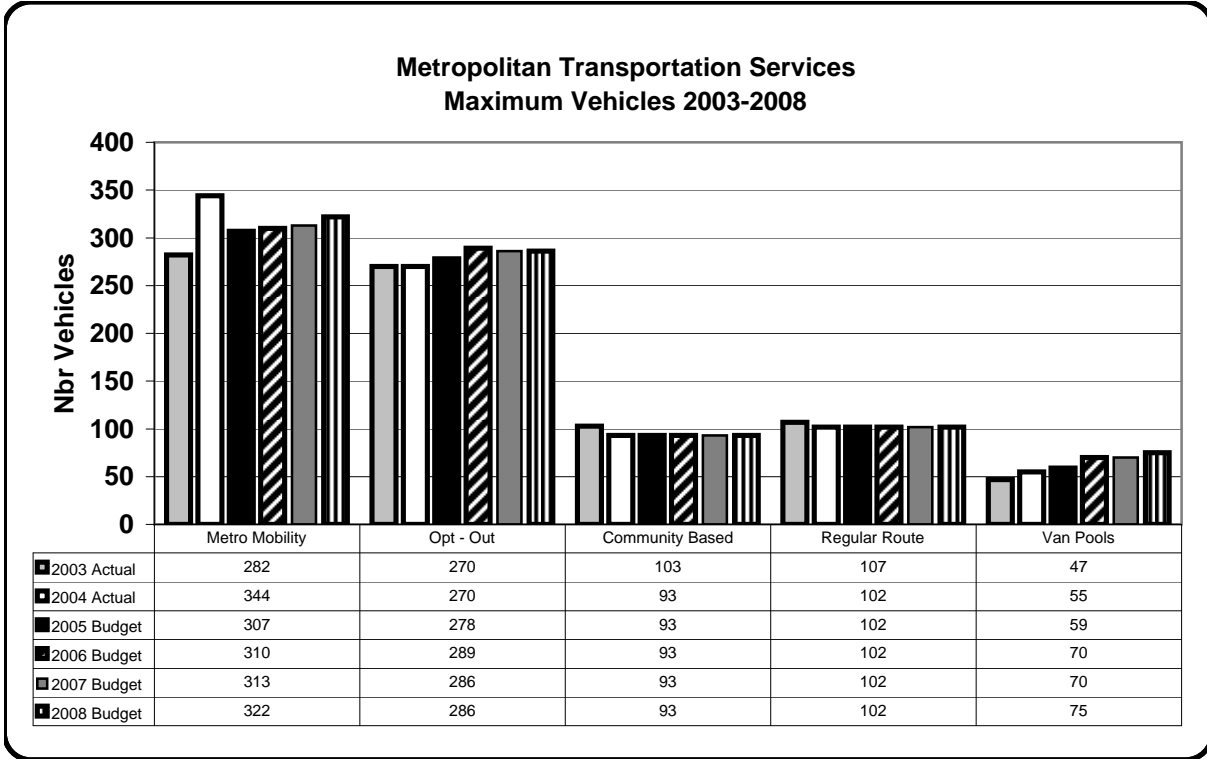
METRO TRANSIT
FLEET SIZE AND PEAK BUS LEVEL 1999-2008



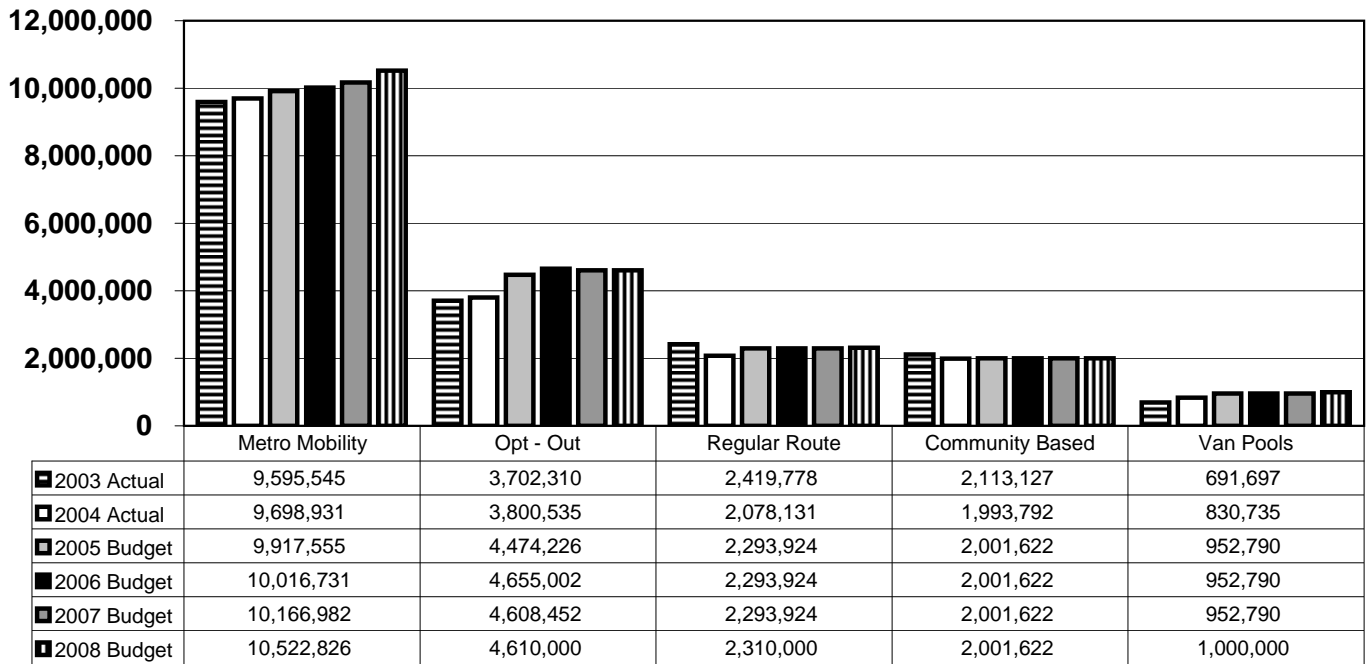
METRO TRANSIT
TOTAL MILES OPERATED 1999-2008



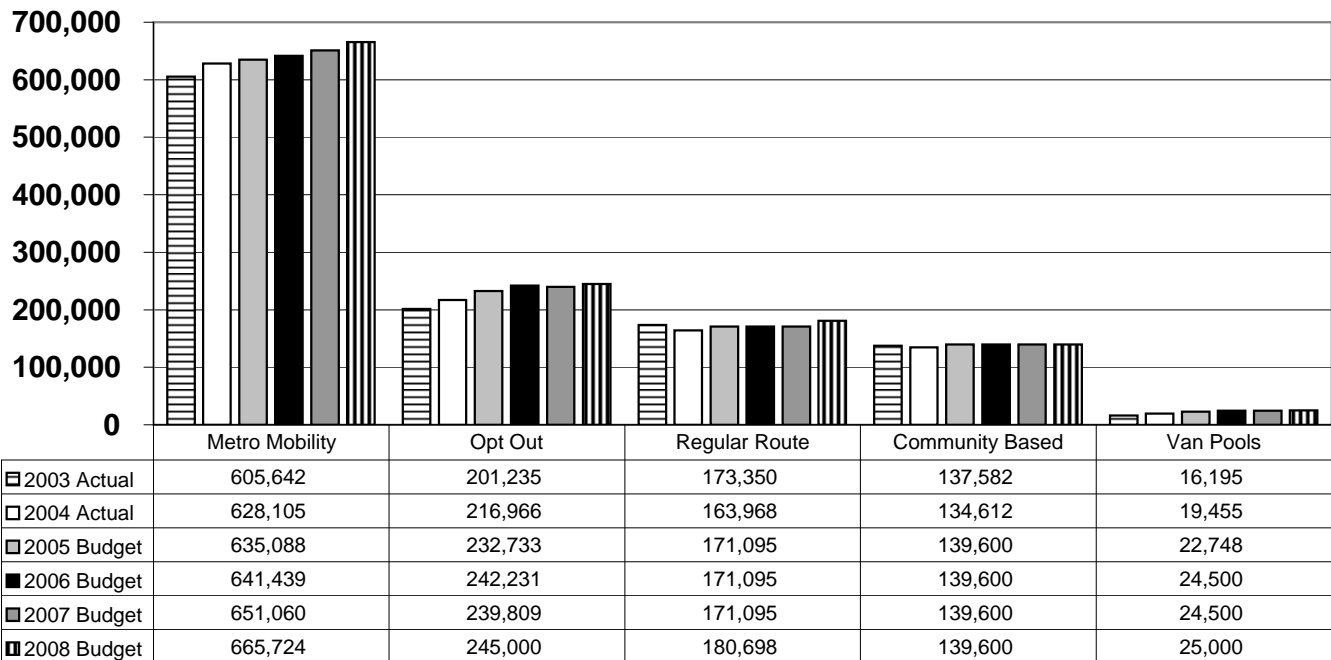




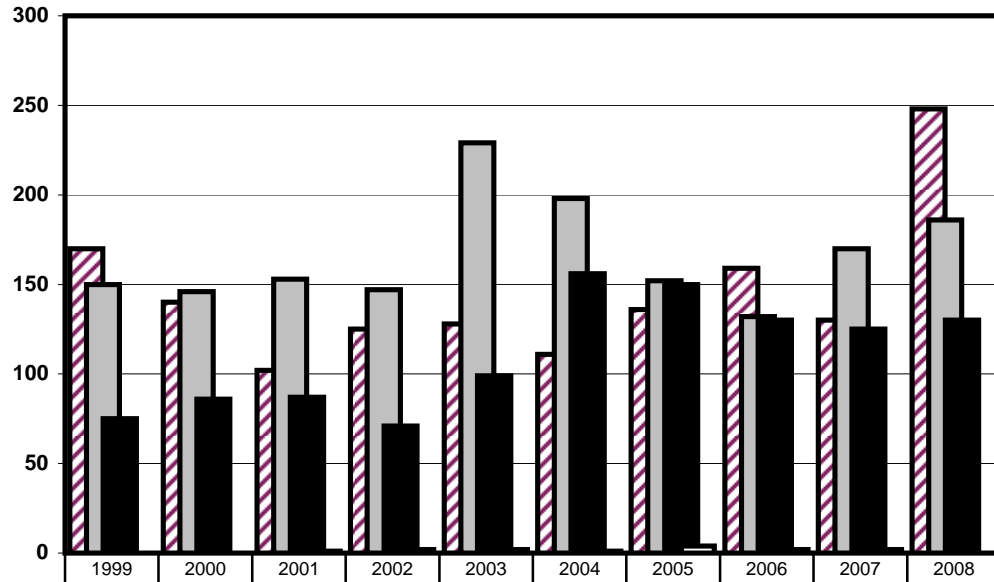
**Metropolitan Transportation Services
Revenue Miles**



**Metropolitan Transportation Services
Revenue Hours**

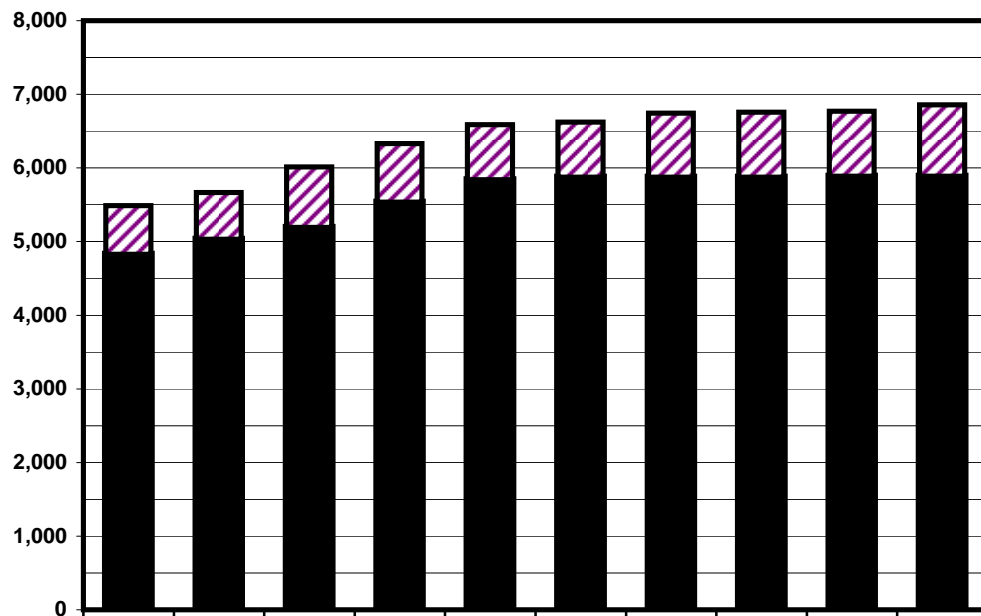


OFFICE OF LOCAL PLANNING ASSISTANCE
REVIEWS AND REFERRALS



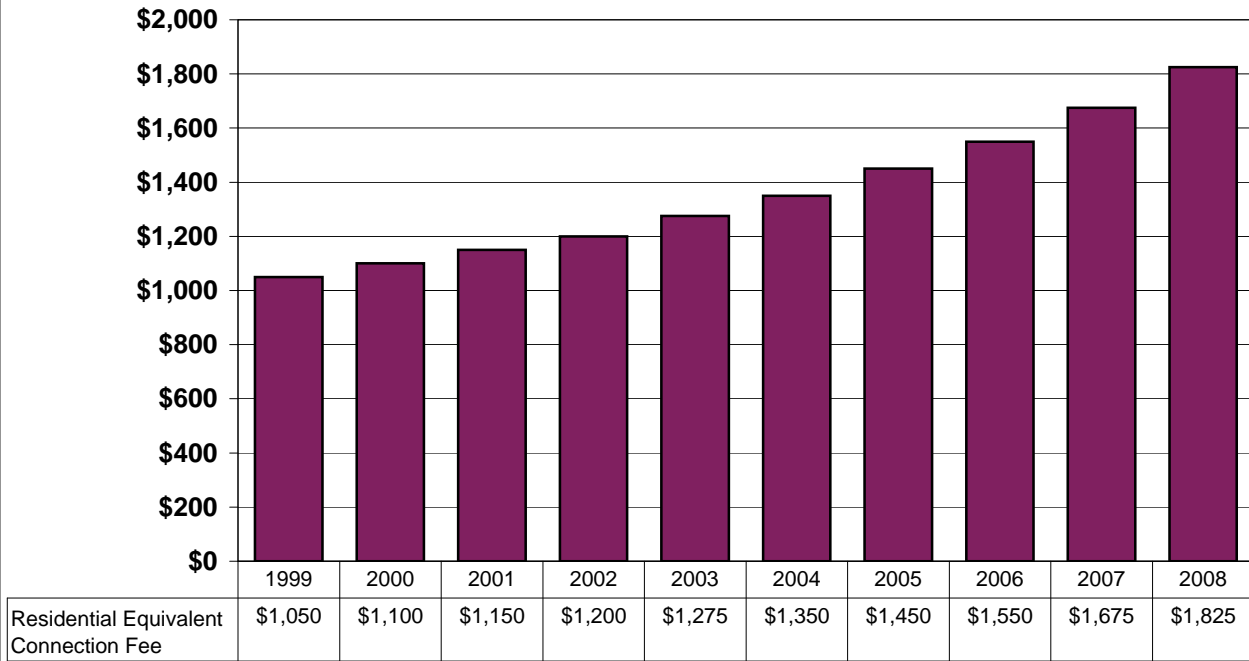
■ Comp Plans	170	140	102	125	128	111	136	159	130	248
■ Other	150	146	153	147	229	198	152	132	170	186
■ EAW/EIS	75	86	87	71	99	156	150	130	125	130
■ Land Use Airport Search	0	0	1	2	2	1	4	2	2	0

NUMBER OF HRA ASSISTED HOUSEHOLDS

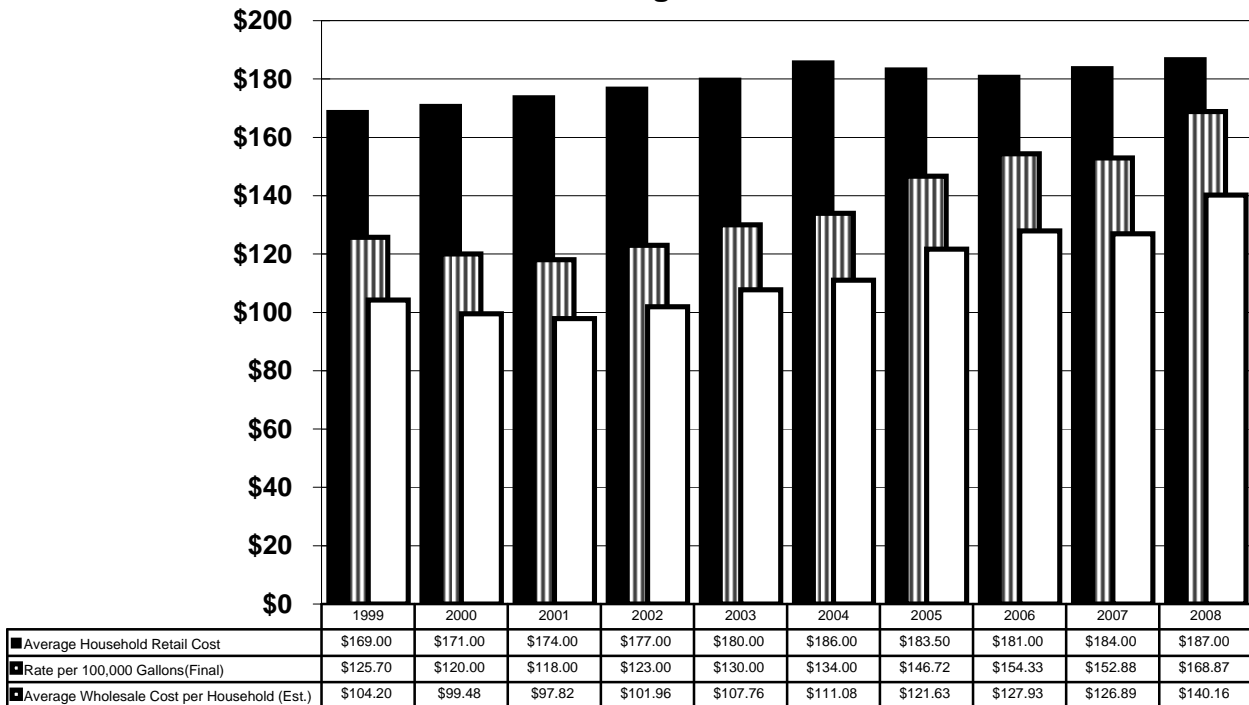


■ *SPECIAL PROGRAMS	662	641	822	799	750	750	875	886	886	973
■ SECTION 8	4825	5027	5190	5531	5836	5871	5871	5871	5885	5885

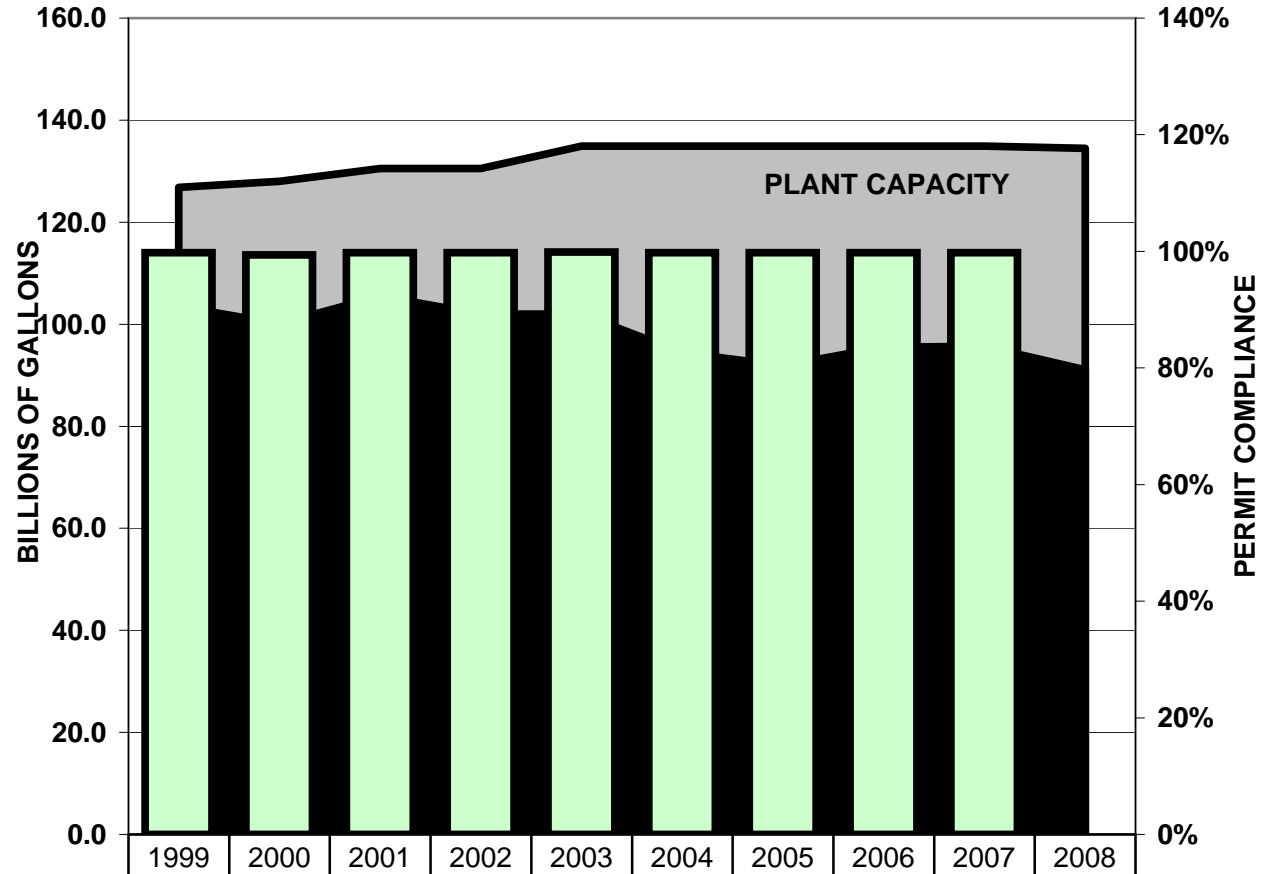
**Wastewater Services
Service Availability Standard Charge per Unit**



**Wastewater Services
Average Costs**



QUALITY COLLECTION AND TREATMENT OF WASTEWATER



■ TREATMENT PLANT CAP	126.84	128.00	130.50	130.50	134.90	134.90	134.90	134.90	134.90	134.50
■ ANNUAL FLOW VOLUME	103.50	100.10	105.50	102.00	102.00	94.40	91.86	95.50	95.64	91.10
■ PERMIT COMPLIANCE	99.8%	99.4%	99.8%	99.8%	99.9%	99.8%	99.8%	99.8%	99.8%	

Legislative Requirement for Report on Consultant Activity

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

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

Procurement Procedures

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

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

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

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

Contents of Report

The consulting and contractual services report consists of a summary plus supporting schedules presented by year for 2006, 2007 and 2008. The report for fiscal year 2006 lists actual contracts including separate tables for Contracts \$50,000 or Greater and Contracts Less than \$50,000. Micro purchases, under \$2,500, are not individually listed but are summarized as a line item within the less than \$50,000 schedule.

The report for fiscal year 2007 (adopted budget) and 2008 (proposed budget) reflects budgeted or proposed authority for anticipated consulting or contractual services for each of the Council's major divisions. As actual data becomes available, the budget data will be replaced with actuals.

Additional Information Available on Request

Additional information and detail is available upon request. Requests should be made to Paul Conery, Budget and Evaluation Manager (651-602-1374). Questions regarding Council procurement policies and procedures should be made to Rich Halsted, Purchasing Manager (651-602-1038).

METROPOLITAN COUNCIL
SUMMARY REPORT ON PROFESSIONAL/TECHNICAL SERVICES ACTIVITY

APPENDIX B

2006 Actual							
Contract Amounts by Division	MCES	Metro Transit	Metropolitan Transportation Services	Metro HRA	Reg'l Admin + Community Development	Total	
Contracts, \$50,000 or Greater	\$ 9,227,398	423,394	\$ 50,000		\$ 150,035,051	\$ 159,735,843	
Contracts, \$2,500 - \$50,000	480,692	459,955	22,950	13,200	1,379,119	2,355,916	
Contracts, Less Than \$2,500	92,561	99,091	1,406	673	58,361	252,092	
Total	\$ 9,800,651	\$ 982,440	\$ 74,356	\$ 13,873	\$ 151,472,531	\$ 162,343,851	
Percent of Total							
Contracts, \$50,000 or Greater	94.2%	43.1%	67.2%	0.0%	99.1%	98.4%	
Contracts, \$2,500 - \$50,000	4.9%	46.8%	30.9%	95.1%	0.9%	1.5%	
Contracts, Less Than \$2,500	0.9%	10.1%	1.9%	4.9%	0.0%	0.2%	
Total	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	

2007 Actual (Draft Report - 11 mos.)							
Contract Amounts by Division	MCES	Metro Transit	Metropolitan Transportation Services	Metro HRA	Reg'l Admin + Community Development	Total	
Contracts, \$50,000 or Greater	\$ -	-	\$ -	-	\$ -	\$ -	
Contracts, \$2,500 - \$50,000	-	-	-	-	-	-	
Contracts, Less Than \$2,500	-	-	-	-	-	-	
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Percent of Total							
Contracts, \$50,000 or Greater	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	
Contracts, \$2,500 - \$50,000	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	
Contracts, Less Than \$2,500	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	
Total	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	

REPORT ON PROFESSIONAL/TECHNICAL SERVICES ACTIVITY-2006 CONTRACTS LESS THAN \$50,000

APPENDIX B

Fund	Expense Type	Issue Date	Vendor	Reference Number	Line 1 Item Description	PO Amount
100	5204	1/5/06	Soft Link Solutions, Inc.	05P149	Readiness Assessment and Consulting Services for PeopleSoft HRIS Upgrade	\$49,900
100	5204	12/28/06	EN POINTE TECHNOLOGIES	S06010088	Support for the rollout of new computers	\$48,600
345	5214	3/29/06	METROPOLITAN MECHANICAL CONTRA	S06002487	Building Engineer Services to oversee all mechanical, electrical and building management systems at 390 Robert St. N. Building for an interim period starting on or before April 3, 2006 through August 25, 2006, approximately 4 hours/day, 5 days/week at \$75/hr straight time. Cost is estimated.	\$48,500
100	5214	4/10/06	Robert Half Management Resources	06P058	Temporary Payroll Lead Analyst	\$45,000
345	5214	3/1/06	Berger Transfer and Storage	05P135	Office Furniture Moving to 390 North Robert Street	\$42,247
100	5222	10/26/06	THERMO ELECTRON CORP ENVIRONMENTAL SYSTEMS RESEARCH	S06008506	L-SM-01 SampleManager Concurrent Single User License (For 1-16 Concurrent Users)	\$41,976
100	5222	8/16/06	INSTITUTE	S06006490	52384 ArcInfo Floating Primary Maintenance (10/1/2006 to 9/30/2007)	\$40,000
100		8/1/06	TPT Twin Cities Public Television	06P113	Metropolitan Council Documentary	\$39,500
100	5222	1/19/06	KNOWLEDGE FRONT INC	S06000518	Annual Support for 50 Enterprise units for service January 1, 2006 to December 31, 2006	\$38,400
100	5222	7/11/06	EMBARCADERO TECHNOLOGIES INC	S06005470	5786 DBArtisan Pro for Sybase/MS SQL Concurrent	\$36,000
100	5222	3/6/06	GROUP 1 SOFTWARE	S06001784	Sagent Solution Package includes Data Access, Weblink, Dataload, 2 End-User and Crystal Reports (4/1/2006 to 3/31/2007)	\$35,878
100	5222	11/20/06	TRAPEZE SOFTWARE GROUP INC	S06009164	Base License: up to 771 Peak Vehicles Customization Maintenance & Technical Support for period 12-1-06 to 11-30-07	\$35,721
100	5222	12/6/06	SOFTWARE HOUSE INTL	S06009644	RWEBLST32000 SurfControl Web Filter - 3 year subscription 12/27/2006 to 12/26/2009	\$28,327
100	5222	10/9/06	SOFTWARE HOUSE INTL	S06007998	873-008388 Groupwise 7 Prior 1-User	\$26,849
100	5204	10/4/06	FISSURE	S06007898	Design and delivery of a workshop on the topic of Project Management Basics for Metropolitan Council Employees	\$25,900
100	5204	6/16/06	CHARTER SOLUTIONS INC	S06004855	Consulting Services for the assessment of Sybase applications as described in the attached Scope of Work.	\$25,000
100	5222	8/17/06	ENFOTECH	S06006594	PACS2000 general system upgrades and enhancements Voice and email support on the use, maintenance, troubleshooting, technical support of the PACS 2000 system VPN support for system diagnosis and technical support	\$25,000
100	5204	3/16/06	CPS HUMAN RESOURCE SVCS	S06001855	Job analysis, recruitment and selection assistance for Plant Operator-trainee.	\$24,300
100	5214	12/7/06	ORACLE CORP EDUCATION DIV	S06009707	12/18 - 12/22 PS / nVision for General Ledger 8.8 (5 days)	\$23,875
505	5204	2/13/06	LATITUDE GEOGRAPHICS	S06001129	Software Geocortex IMF Enterprise License (Page 3 & 10 of the Quote)	\$22,950
100	5222	7/25/06	VERITAS SOFTWARE GLOBAL CORP	S06005859	NetBackup Client Linux Protect Server v6.0 License W15987H-000 (10) 6076983 W15987B-000 (10) 6076977 W159878-000 (25) 6076973	\$22,766
100	5214	10/19/06	ACUITY INC	S06008331	Support in Cubic negotiations.	\$22,125

REPORT ON PROFESSIONAL/TECHNICAL SERVICES ACTIVITY-2006 CONTRACTS LESS THAN \$50,000

APPENDIX B

Fund	Expense Type	Issue Date	Vendor	Reference Number	Line 1 Item Description	PO Amount
100	5222	4/7/06	MIDWAVE	S06002842	CPES-SS-PREMIUM Check Point Software Technologies - Enterprise Software Subscription & Premium (24x7) support (1-April 2006 to 1-April 2007)	\$22,029
100	5214	6/7/06	EN POINTE TECHNOLOGIES	S06004504	1 Technical staff person to work in the Service Support Group	\$21,900
100	5214	5/30/06	HOMELAND HEALTH SPECIALISTS INC	S06004338	Health screening for blood pressure, blood glucose, cholesterol, height and weight	\$21,200
100	5222	12/27/06	EXECUTIVE INFORMATION SYSTEMS LLC	S06010244	SAS-10310-8 Base SAS for Servers, SIXR, IBM RS/6000 Annual Maintenance for site 2903 Period of Performance of 1/1/07 to 12/31/07	\$21,097
100		12/4/06	URS, Inc.	06P168	Regional GIS Pilot Program	\$20,550
100	5222	2/27/06	EXECUTIVE INFORMATION SYSTEMS LLC	S06001553	SAS-10310-8 Base SAS for Servers, AIXR, IBM RS/6000	\$20,086
100	5222	7/26/06	DIGITAL DATA VOICE CORP	S06005910	Support Serv Annual Maintenance Contract: 48 Production ports 48 Redundant ports	\$19,051
100	5204	3/9/06	EN POINTE TECHNOLOGIES	S06001915	1 person to work between 8-5 M-F. The scope of the work would be related to: -Asset management functions -Troubleshooting of PC issues -Possibly Service Desk/Help Desk work -other assignments	\$18,900
345	5214	8/16/06	BERGER TRANSFER & STORAGE	S06006527	Office furniture moving services	\$18,672
100	5204	7/13/06	STATE OF MN GOVERNOR'S OFFICE	S06005553	Metropolitan Council's share of the required funding to operate the Minnesota Washington Office in FY07. (Authority: Interagency Agreement with the Governor's Office). Date of expense: 7/1/06 - 6/30/07	\$18,064
100	5204	10/3/06	EN POINTE TECHNOLOGIES	S06007804	1 person to work between 8-5 M-F. The scope of the work would be related to: -Asset management functions -Troubleshooting of PC issues -Possibly Service Desk/Help Desk work -other assignments	\$18,000
100	5222	2/22/06	TRAPEZE SOFTWARE GROUP INC	S06001423	RidePro Lan Maintenance and Telephone Support - Base License Up to 30000 active registered commuters (5 workstations) Covers Marcy 1 2006 to February 28, 2007	\$15,050
100	5214	9/12/06	POLL,DONN	S06007216	Editorial and design services for 12 issues of Council Directions newsletter (2 years). Vendor agrees to a flat rate of \$1,000 per issue which includes two rounds of changes.	\$15,000
100	5222	6/12/06	COGNOS INC	S06004649	NT Intel Impromptu Web Reports User-Pack Standard Support Renewal (April 2, 2006 to April 1, 2007)	\$14,980
100	5222	5/30/06	SOFTWARE HOUSE INTL	S06004331	LPN17.7.5.02 Magic Service Desk Suite qty 30	\$14,175
100	5204	1/18/06	JESSON & PUST PA	S06000186	File #: LJJohnson Inv#: 1169. Dec 6 - Dec 30, 2005. Conferences, telephone, meetings, review of documents, report and revisions. TPust	\$13,808

REPORT ON PROFESSIONAL/TECHNICAL SERVICES ACTIVITY-2006 CONTRACTS LESS THAN \$50,000

APPENDIX B

Fund	Expense Type	Issue Date	Vendor	Reference Number	Line 1 Item Description	PO Amount
100	5204	12/12/06	FRANK MADDEN & ASSOCIATES	S06009884	Services necessary to represent the Metropolitan Council in an administrative proceeding before the Minnesota Bureau of Mediation Services in the matter of a petition for unit clarification regarding certain employees of the Payroll Department. Hourly rate of \$125 per hour, not to exceed \$8,500.	\$13,500
100	5214	3/29/06	STREET FLEET	S06002529	Daily mail courier service from 4/1/06 thru 3/31/07.	\$12,045
253	5214	10/18/06	WOLD ARCHITECTS AND ENGINEERS	S06008286	Architectural / Engineering services for 5th floor buildout.	\$12,000
100	5222	3/6/06	BUSINESS OBJECTS AMERICAS	S06001782	R-3CE-E-WX-00 Business Objects Enterprise Professional (for Crystal Reports) Covers period from March 19, 2006 to March 18, 2007	\$10,499
100	5204	5/22/06	RILEY DETTMANN & KELSEY	S06004154	Compensation Study	\$10,000
100	5204	9/18/06	PROFESSIONAL ALTERNATIVES	S06007319	Professional recruitment of 4-5 technical positions for approx. 160 hours over an 8-week period beginning approximately 09-11-06.	\$10,000
100	5204	9/18/06	PROFESSIONAL ALTERNATIVES	S06007319	Professional recruitment of 4-5 technical positions for approx. 160 hours over an 8-week period beginning approximately 09-11-06.	\$10,000
100	5212	11/2/06	PARKER ROSEN LLC	S06008669	Miscellaneous Legal Services	\$10,000
100	5204	8/25/06	MACKALL,CROUNSE & MOORE	S06006794	INV # 299521. FILE # 082711-00002. Dated 08/01/06 for Services 7/5/06 - 7/31/06.	\$9,781
100	5204	11/17/06	ROWEKAMP ASSOC	S06009140	ArcGIS I training: 7 learners (November 13 - December 20, 2006)	\$9,750
100	5222	6/7/06	SOFTWARE HOUSE INTL	S06004507	MCT0346RN Renewal Red Hat Enterprise Linux Esstd 1-4U (July 13, 2006 to July 12, 2007) Contract 626927	\$9,722
100	5222	7/26/06	SYBASE INC	S06005909	PBE50USP-R Sybase: Powerbuilder Enterprise Windows Annual USP Renewal, Media: Lic Only	\$9,675
100	5222	1/11/06	SYBASE INC	S06000207	PDE21USP-R Sybase PowerDesigner (Period Covered 2/1/06 to 1/31/07)	\$9,605
100	5204	6/16/06	JESSON & PUST PA	S06004889	File #: Stinson2. Inv# 1196, Jan '06. \$112.50. Inv#1221, Feb '06. \$637.60. = BAL \$750.00 as of rebill Inv # 1320, dated Jun 9, 06. Paid under new contract. INV # 300384. FILE # 082711-00002. Dated 10/1/06 for Services 8/1/06 thru 9/26/06.	\$9,375
100	5204	10/30/06	MACKALL,CROUNSE & MOORE	S06008311	Security Officer, 390 N. Robert Street	\$8,507
253	5220	9/7/06	GENERAL SECURITY SERVICES INC	S06007098	Security Officer Services - August	\$8,402
253	5220	9/25/06	GENERAL SECURITY SERVICES INC	S06007465	Security Officer 390 Robert Street October 2006	\$8,402
253	5220	11/28/06	GENERAL SECURITY SERVICES INC	S06009378	Security Officer 390 Robert Street October 2006	\$8,402
100	5222	5/22/06	SYBASE INC	S06004130	498108 SR ASE Workplace IBM AIX	\$8,348
100	5214	7/12/06	STATE OF MN/OFFICE OF ENTERPRISE TECHNOLOGIES	S06005533	Advisor level seat holder subscription to the Gartner Core Research for the period September 1, 06 through August 31, 2007. Invoice #244003	\$8,290
100	5214	1/9/06	VERIFICATIONS INC	S06000176	Applicant Verifications	\$8,271
253	5220	11/2/06	GENERAL SECURITY SERVICES INC	S06008643	Secutiry Officer 390 Robert St Invoice #227889	\$8,236
100	5214	1/4/06	VERIFICATIONS INC	S06000076	Application Verifications (background check)	\$7,767
100	5204	11/17/06	MACKALL,CROUNSE & MOORE	S06009026	inv # 300995. File # 082711-00003. Dated 11/1/06 for services 9/27/06 - 10/31/06	\$7,263
100	5222	11/7/06	ORACLE USA INC	S06008776	CSI# 14646985 Real Application Clusters - Names User Plus Perpetual (50 Users)	\$6,984
100	5204	1/3/06	JESSON & PUST PA	S05011423	LJesson. INV # 1148. File # Robinson. Nov 1- Dec 20, 2005	\$6,750

REPORT ON PROFESSIONAL/TECHNICAL SERVICES ACTIVITY-2006 CONTRACTS LESS THAN \$50,000

APPENDIX B

Fund	Expense Type	Issue Date	Vendor	Reference Number	Line 1 Item Description	PO Amount
100	5214	4/6/06	MINNEAPOLIS HEART INSTITUTE FOUNDATION	S06002791	2006 Quarterly Blood Pressure Screenings (2006 RA)	\$6,000
100	5204	9/5/06	SOVRAN TECHNOLOGY SOLUTIONS	S06006973	Consulting in support of Active Directory/Windows 2003 Domain Upgrade	\$6,000
100	5214	8/16/06	STATE OF MN GOVERNOR'S OFFICE	S06006542	Metropolitan Council's share (16.667 percent) of salary and fringe benefits for Jenny Glumack, Sr. Policy Advisor - Governor's Office. 2/17/06-7/21/06.	\$5,997
100	5204	9/18/06	ST PAUL COLLEGE	S06007337	Customized training and consulting for Metro Transit: District supervisor candidate premium assessment batteries	\$5,000
100	5214	12/6/06	FISHER,AMY	S06009684	Data summarization, analysis, and report writing for 2006 Metro Residents Survey.	\$5,000
100	5204	3/13/06	EN POINTE TECHNOLOGIES	S06002003	Technican to help with move to 390 Building. Standard hours @ 37.50 per hour,	\$4,800
100	5222	6/7/06	ADOBE GOVERNMENT AT CARAHSOFT	S06004508	210-3017S1A Maintenance Renewal for Contribute Invoice #232794	\$4,651
100	5214	1/9/06	VERIFICATIONS INC	S06000174	Applicant Verifications	\$4,640
100	5222	2/22/06	BUREAU OF NATIONAL AFFAIRS, TH	S06001437	ER03/9545164 ELCD 15 Environment Library on CD (Term 2/19/06 to 4/19/07)	\$4,593
100	5214	2/23/06	STATE OF MN GOVERNOR'S OFFICE	S06001528	Metropolitan Council's share (16.667 percent) of salary and fringe benefits for Jenny Glumack, Sr. Policy Advisor - Governor's Office (covering 10/28/05 to 2/3/06).	\$4,250
100	5222	9/6/06	GIRO INC	S06007015	HASTUS Maintenance and support contract for period May 13, 2006 to May 12, 2007	\$3,843
100	5204	12/11/06	PARADIGM LEARNING INC	S06009618	Initial Map Kit	\$3,816
100	5214	3/15/06	STREET FLEET	S06002086	Met C to Metro Plant - Check courier service (from 3/16/06 to 3/15/07) per times and route information provided.	\$3,758
100	5222	5/18/06	ZASIO ENTERPRISES INC	S06004069	1 ENTSPR Annual Maintenance and Support for Versatile - Enterprise Records Management Functions 6/1/06 to 5/31/07	\$3,676
100	5222	8/10/06	VERITAS SOFTWARE GLOBAL CORP	S06006345	W170528-000 Storage Foundation HA Windows, Server/Standard/Web Edition v 4.3 License (7468795)	\$3,462
100	5222	10/25/06	QUESTIONMARK CORP	S06008440	Software Support Plan Renewal License ID# 410340630800000 ProPack 500, 500 - Participants, 5 - Windows Author, 15 - Web Based Admin's, 3 - BBA's QM Secure, Term: 11/4/06 - 11/3/07	\$3,394
100	5219	6/26/06	INSURANCE OVERLOAD SYSTEMS	S06005098	John Mundt - Temporary Claim's Representative for Risk Management Bill Rate \$34.00/Hour	\$3,315
100	5204	11/14/06	HEALTH RISK STRATEGIES LLC	S06008950	Provide actuarial consulting services related to the 2007 Medicare RDS actuarial attestation.	\$3,250
100	5214	10/20/06	STATE OF MN GOVERNOR'S OFFICE	S06008372	Metropolitan Council's share (16.667%) of salary and fringe benefits for Jenny Glumack, Senior Policy Advisor - Governor's Office. 7/21-9/29/06	\$3,068
100	5214	12/22/06	STATE OF MN GOVERNOR'S OFFICE	S06010181	Metropolitan Council's share (16.667%) of salary and fringe benefits for Jenny Glumack, Senior Policy Advisor - Governor's Office, 10/13/06-12/08/06	\$2,682
100	5214	3/21/06	WEBSIDESTORY	S06002186	Annual software license renewal for Metropolitan Council's website search engine. Term of agreement 3/15/06 - 3/14/07	\$2,625
100	5204	10/9/06	PRACTICAL COMMUNICATIONS INC	S06008018	Training for 13 attendees on 9/7/06 at Robert Street for "Writing for the Information Age"	\$2,520

REPORT ON PROFESSIONAL/TECHNICAL SERVICES ACTIVITY-2006 CONTRACTS LESS THAN \$50,000

APPENDIX B

Fund	Expense Type	Issue Date	Vendor	Reference Number	Line 1 Item Description	PO Amount
100	5204	6/26/06	LINKAGE INC	S06005122	Extended view VHS of Patrick Lencioni 6/27/06	\$2,500
100	5204	12/21/06	MATERIALS PROCESSING CORP	S06010125	Provide services for disposal of obsolete equipment, including certification when drives have been wiped before workstations are sold or dismantled and parts are sold	\$2,500
Summary total-Contracts Less Than \$2,500						\$58,361
SUBTOTAL GENERAL FUNDS						\$1,437,480
207	5221	1/1/06	Midwest Paratransit Services	06P029	Midwest Paratransit Services for Operation of the Osseo Dial-A-Ride	\$22,950
Summary total-Contracts Less Than \$2,500						\$1,406
SUBTOTAL MTS FUNDS						\$24,356
<p>Conduct Lead-Safe Work Practices Training (3 sessions to be reimbursed - 2 by St. Paul Public Housing = \$2,500 / 1 by Dakota County = \$1,250).</p> <p>Training to be held: 1/11/06 - Metro 94 3/8/06 - Dakota County CDA 5/10/06 - Metro 94 7/12/06 - Fridley Community Center 9/13/06 - Dakota County CDA 11/15/06 - Metro 94</p>						
234	5214	3/2/06	YANNARELLY,JIM	S06001659	Complete Capital Improvement needs assesment for the Family Affordable Housing Program (Not to exceed \$5700)	\$7,500
237	5214	7/19/06	SCHAFFER,DAVE	S06005731		\$5,700
Summary total-Contracts Less Than \$2,500						\$673
SUBTOTAL HRA & FHAP FUNDS						\$13,873
610	5214	10/24/06	Wenck Associates, Inc.	06P103	Air Compliance Permitting	\$35,000
610	5204	6/30/06	HAMMEL GREEN & ABRAHAMSON INC	S06005273	Feasibility Modeling for Renewable Energy	\$32,000
641	5207	11/15/06	BONESTROO, ROSENE, ANDERLIK & ASSOC	S06009008	Engineering Services related to Maple Grove SW Trunk Sewer / Elm Creek Interceptor Record Drawings	\$24,958
610	5202	9/18/06	POWERMATION	S06007327	IN-IGLOBAL CARE GE CIMPLICITY-SITE LICENSE, AS PER QUOTE #8877, DATED 9/11/2006, FOR THREE-YEAR PERIOD COMMENCING 9/18/2006	\$17,940
605	5214	8/3/06	JANIK PHD,JEFFREY	S06006175	Phytoplankton analysis of samples collected for low flow survey of Mississippi River	\$16,875
641	5214	12/12/06	NATL POWER RODDING CORP	S06009873	televise approx. 2,700 ft. of 84" sewerline having up to 1/2 pipe level of water located at the Seneca WWTP. Cost not to exceed \$10,800.	\$16,830
610	5214	5/24/06	KOR TERRA INC	S06004236	KORWEB Services as required for Gopher State One-call monitoring and management through May 2007	\$15,000
641	5214	10/4/06	MN POLLUTION CONTROL AGENCY	S06007831	Voluntary Investigation and Cleanup Program Technical Review of Response action Plan for Riverview Siphon Improvement Project	\$15,000
631	5214	6/30/06	WENCK ASSOC INC	S06005256	Not to exceed \$15,000 (\$150/hr)	\$14,200
641	5214	9/19/06	EMPIRE TOWNSHIP	S06007389	Obtain Information	\$13,814
641	5214	9/19/06	EMPIRE TOWNSHIP	S06007389	Township work (Engineering Services) for obtaining Biscayne Avenue easements for Empire outfall (Bolton & Menk Invoice #0097210)	\$13,814
610	5214	2/2/06	MILLS,PAMELA A	S06000954	Professional library cataloging services performed on an as-needed basis with no guaranteed minimum amount.	\$13,104
610	5214	6/16/06	GOPHER STATE ONE CALL	S06004788	GOPHER STATE ONE-CALL SYSTEM SERVICES FOR MAY, 2006	\$11,877

REPORT ON PROFESSIONAL/TECHNICAL SERVICES ACTIVITY-2006 CONTRACTS LESS THAN \$50,000

APPENDIX B

Fund	Expense Type	Issue Date	Vendor	Reference Number	Line 1 Item Description	PO Amount
610	5214	4/4/06	WENCK ASSOC INC	S06002671	Provide completed Air Toxics Emissions Inventory report for Metro	\$11,500
610	5214	7/24/06	GOPHER STATE ONE CALL SP SWEDISH NATL TESTING & RESEARCH	S06005807	GOPHER STATE ONE-CALL SYSTEM SERVICES FOR JUNE, 2006 perform full ISO test for an amalgam separator (3970 US dollars = 30,700 Swedish Kronor)	\$11,311
610	5214	8/21/06	INST	S06006638		\$10,590
610	5214	9/19/06	GOPHER STATE ONE CALL	S06007381	GOPHER STATE ONE-CALL SYSTEM SERVICES FOR AUGUST, 2006	\$10,047
641	5214	10/20/06	EMPIRE TOWNSHIP	S06008374	MCES WWTP Expansion & Outfall and Legal Fees-Biscayne Ave. Easements	\$10,000
610	5214	5/16/06	GOPHER STATE ONE CALL	S06003982	GOPHER STATE ONE-CALL SYSTEM SERVICES FOR APRIL, 2006 Professional Services to write up comprehensive specifications, price schedules, attend meetings, develop a maintenance agreement, review bids with Council employee and monitor progress of installation. All work as submitted in a proposal to Al Roy on 12/4/06.	\$9,953
610	5214	12/11/06	ELEVATOR ADVISORY GROUP INC	S06009852		\$9,800
610	5214	8/25/06	CLEANAIR INSTRUMENT RENTAL	S06006779	Testing for emissions control from sludge dryer One month rental of THC equipment as per Quote #P-ORD11073 Version #3	\$9,120
610	5214	8/9/06	GOPHER STATE ONE CALL	S06006301	GOPHER STATE ONE-CALL SYSTEM SERVICES FOR JULY, 2006 - ROUTINE SERVICES	\$9,009
610	5214	10/18/06	GOPHER STATE ONE CALL	S06008288	GOPHER STATE ONE-CALL SYSTEM SERVICES FOR SEPTEMBER, 2006	\$8,688
610	5214	12/26/06	BROWN AND CALDWELL	S06010207	L30 CONCRETE BEAM REPAIR DESIGN	\$8,454
610	5214	11/14/06	GOPHER STATE ONE CALL	S06008955	GOPHER STATE ONE-CALL SYSTEM SERVICES FOR OCTOBER, 2006	\$8,156
610	5214	6/23/06	WENCK ASSOC INC	S06005083	Prepare a air permit application, including dispersion modeling, for L29 Plymouth LS.	\$7,700
641	5212	9/13/06	HAMMARGREN & MEYER PA	S06007235	Mediation Services between the Metropolitan Council and Insituform Technologies USA, Inc. performed by Mr. Paul Meyer of Hammargren & Meyer, P.A.	\$7,500
641	5214	12/6/06	HERITAGE SHADE TREE CONSULTANTS	S06009656	Consulting Services to determine the monetary values of trees on parcels 1-15, Phase 1 of MCES Elko- New Market.	\$6,858
631	5207	11/30/06	EDWARDS & KELCEY INC	S06009486	ADDITIONAL DESIGN WORK - ENGINEERING	\$6,820
610	5214	12/13/06	GOPHER STATE ONE CALL	S06009910	GOPHER STATE ONE-CALL SYSTEM SERVICES FOR NOVEMBER, 2006	\$5,894
641	5204	5/3/06	STORK TWIN CITY TESTING CORP	S06003554	ASTM D 638 Tensile	\$5,131
610	5204	2/24/06	MN CHAMBER OF COMMERCE	S06001536	Xcel Energy Rate Case Participation	\$5,000
610	5214	3/16/06	MTL OPEN SYSTEM TECHNOLOGIES LP	S06002108	Travel expense and Time (at \$150/hr) to work on the software that connects the ABB system and the Wonderware Graphic Software at Metro. Cost not to exceed \$5,000.	\$5,000
641	5214	12/22/06	BRAUN INTERTEC	S06010149	ADDITIONAL STOCKPILE SAMPLING AND ANALYTICAL TESTING ON RIVERVIEW SIPHON PIPE CASING WEST SIDE FLATS SITE, AS PER PROPOSAL #BL-06-06217, DATED DECEMBER 21, 2006.	\$4,800
610	5214	7/5/06	GE ENERGY MGMT SVCS INC	S06005319	Blue Lake stack testing (TSP, NOx, CO, SO2, and VOC)	\$4,500
610	5214	3/8/06	JEFF ROELKE AUTOMATION SVCS	S06001401	Troubleshoot PLC BA WW screen	\$4,160
610	5214	4/14/06	GOPHER STATE ONE CALL	S06003030	GOPHER STATE ONE-CALL SYSTEM SERVICES FOR MARCH, 2006	\$4,072
641	5214	7/31/06	TECH SALES CO	S06006056	600XLM Six Sensor Sonde w/Internal Batteries, No Depth with Conductivity and Temperature	\$3,865

REPORT ON PROFESSIONAL/TECHNICAL SERVICES ACTIVITY-2006 CONTRACTS LESS THAN \$50,000

APPENDIX B

Fund	Expense Type	Issue Date	Vendor	Reference Number	Line 1 Item Description	PO Amount
610	5214	12/6/06	INFRARED CONSULTING SVC	S06008745	Provide infrared roof moisture survey on EPE Lab building at Metro Plant (30,265 sq. ft.). Must be done before first significant snow. Schedule plant visits with Doug Storms at 651-602-8303 or Steve Eppel at 651-602-8781.	\$3,815
610	5214	8/2/06	ROCKWELL AUTOMATION/ENTEK IRD INTL CORP	S06006062	ESAFE Silver support services for Odessey basic SN 1413923 per quote #A6-0832 . Effective September 1, 2006 thru August 31, 2007	\$3,739
610	5214	4/7/06	EAGAN, CITY OF	S06002637	Contractual Security at the Regional Maintenance Facility in Eagan. Invoice. # 2559	\$3,686
610	5214	9/13/06	ST CROIX SENSORY INC	S06007263	Detection and recognition threshold plus hetonic tons plus persistence	\$3,350
631	5214	9/28/06	TLT BABCOCK INC	S06007733	Service call by Grant Rice to diagose problem with two Guillotine dampers at the Seneca Plant; daily (8 hour) rate - Estimated 2 day service	\$3,226
610	5214	2/15/06	GOPHER STATE ONE CALL	S06001259	GOPHER STATE ONE-CALL SYSTEM SERVICES FOR JANUARY, 2006	\$3,196
610	5214	6/22/06	TURNER DESIGNS	S06005021	Standard servicing for Turner Designs 10-AU field fluorometer, estimated cost Professional Planning and engineering services for coordinate of Empire WWTP Expansion	\$3,039
641	5204	2/3/06	EMPIRE TOWNSHIP	S06000973	and Outfall and related township fees-- not to exceed \$3,000	\$3,000
610	5214	3/13/06	GOPHER STATE ONE CALL	S06001985	GOPHER STATE ONE CALL SYSTEM SERVICES FOR FEBRUARY, 2006	\$2,912
610	5214	2/15/06	ABB INC	S06001223	ABB is providing preferred pricing for Metropolitan Council for Twenty Hours (20) of ABB Field Engineer Labor for on-site and off-site labor and travel to complete the Power and Ground Audit and generate the Power and Ground Report. The preferred price of \$2,900.00 will be invoiced upon completion of One (1) PCU Cabinet Power and Ground Audit, completed by the local Field Engineer Dan Collins. This pricing is valid for thirty (30) days from today. If additional labor support is requested the preferred hourly rate of \$145.00 will be charged. See the attached Standard Service Rate Sheet for additional information and conditions.	\$2,900
610	5214	5/5/06	ABB AUTOMATION INC	S06003663	ABB is providing preferred pricing for Metropolitan Council for Twenty Hours (20) of ABB Field Engineer Labor for on-site and off-site labor and travel to complete the Power and Ground Audit and generate the Power and Ground Report. The preferred price of \$2,900.00 will be invoiced upon completion of One (1) PCU Cabinet Power and Ground Audit, completed by the local Field Engineer Dan Collins. This pricing is valid for thirty (30) days from today. If additional labor support is requested the preferred hourly rate of \$145.00 will be charged. See the attached Standard Service Rate Sheet for additional information and conditions.	\$2,900
610	5214	4/26/06	GS SYSTEMS	S06003324	Consulting services for Wonderware's FactorySuite 2000/A per Quotation #SB06-140 dated 4/21/06	\$2,750
610	5214	2/28/06	ATLAS COPCO COMPRESSORS INC	S06000906	Hourly rate for service call.	\$2,617
610	5214	5/18/06	SCHNEIDER AUTOMATION INC	S06004036	Membership renewal for Concept XL-3Users- Bronze Service, Serial #31051680001 for a 1-year period through May 9, 2007. Per Contract #A5AU025400, Service #771BSS47403	\$2,536
610	5214	2/16/06	EMA SERVICES INC	S06001333	Materials and preparation of February 14, 2006 ES Manager's meeting	\$2,500

REPORT ON PROFESSIONAL/TECHNICAL SERVICES ACTIVITY-2006 CONTRACTS LESS THAN \$50,000

APPENDIX B

Fund	Expense Type	Issue Date	Vendor	Reference Number	Line 1 Item Description	PO Amount
610	5210	3/23/06	COLUMBIA ANALYTICAL SVC	S06002315	Conduct analysis to characterise odorous gas samples as submitted. Vendor shall deliver the analyses results, via email, to Claude Anderson within 10 business days (claude.anderson@metc.state.mn.us)	\$2,500
610	5214	5/2/06	MAYFLY LABORATORIES	S06003502	Analytical services for determination of gas sample parameters as requested	\$2,500
610	5214	5/23/06	MAYFLY LABORATORIES	S06004174	Analytical services for characterization of air samples from Blue Lake RTO	\$2,500
610	5214	6/14/06	UNIV OF MN - MN TAP	S06004773	Gift for the education of a student through a MnTAP summer pollution prevention intern project.	\$2,500
610	5214	10/12/06	MAYFLY LABORATORIES	S06008134	Gas analysis for Blue Lake Heat Treatment exhaust testing	\$2,500
631	5214	3/9/06	HANCE UTILITY SERVICES	S06001936	Determine the location and depth of underground items. Locate and flag alignment of directed underground fiber and other utilities, and plant piping/wiring. Locate in the locations directed the depth by vacuum excavation of those items. Payment per time and material at the various rates quoted 3/3/06. Work and cost not to exceed \$2,500.	\$2,500
641	5207	1/4/06	BONESTROO, ROSENE, ANDERLIK & ASSOC	S06000045	PROFESSIONAL SERVICES FOR PREPARATION OF INDEPENDENT COST ESTIMATE FOR LINO LAKES EXTENSION	\$2,500
641	5214	9/19/06	SPACE PLANS INC	S06007264	Programming, schematic design, specifications and coordination of Blue Lake Administration Bldg remodeling.	\$2,500
Summary total-Contracts Less Than \$2,500						\$92,561
SUBTOTAL MCES FUNDS						\$573,253
702	5204	4/1/06	International Transit Security	06P057	ADA Field Audits	\$48,960
702	5214	4/1/06	TRAPEZE SOFTWARE GROUP INC	T0000106566	MISC Miscellaneous- HOSTING FEE - INVOICE # 065330	\$46,373
849	5204	10/3/06	Trevor Hamdorf	06P075	National Incident Management System Training	\$40,000
709	5204	10/19/06	CENTURION SKILLS	T0000110005	POST BOARD OFFICER CERTIFICATION TRAINING - INVOICE # 801	\$23,002
710	5204	10/19/06	CENTURION SKILLS	T0000110006	POST BOARD OFFICER CERTIFICATION TRAINING - INVOICE # 802	\$23,002
702	5204	4/27/06	CENTURION SKILLS	T0000104868	MISC Miscellaneous PER INVOICE # 761	\$20,794
702	5214	7/21/06	MARTIX ENVIRONMENTAL, LLC	T0000107154	Free-Product Survey per Scope of Services and Proposal dated 7/14/06.	\$19,700
732	5204	10/29/06	LTK ENGINEERING SERVICES	T0000110028	MISC ENGINEERING SERVICES- PERIOD 10/29/05 THRU 12/30/05, PAYMENT CLAIM #2	\$17,412
733	5204	10/29/06	LTK ENGINEERING SERVICES	T0000110029	MISC ENGINEERING SERVICES - PERIOD 11/26/05 THRU 12/30/05, PAYMENT CLAIM #3	\$17,412
734	5204	10/29/06	LTK ENGINEERING SERVICES	T0000110030	MISC ENGINEERING SERVICES - PERIOD 11/26/05 THRU 12/30/05, PAYMENT CLAIM #4	\$17,412
702	5204	8/20/06	SMILEY GLOTTER NYBERG ARCHITEC	T0000108371	ARCHITECTURAL SERVICES FOR MJR - INV# 2832	\$11,909
702	5204	5/26/06	BARTELS MANAGEMENT CONSULTING	T0000105641	MISC Miscellaneous CONSULTING SERVICE ON GIRO/HASTUS - CONTRACT#05P039	\$11,000
702	5204	1/6/06	TRAPEZE	T0000101665	HASTUS TO ATIS INTERFACE SOFTWARE	\$10,000
702	5204	2/1/06	BARTELS MANAGEMENT CONSULTING	T0000101660	MISC Miscellaneous- PER CONTRACT# 05P039	\$9,100
702	5204	7/5/06	BARTELS MANAGEMENT CONSULTING	T0000106729	MISC Miscellaneous- CONSULTING SERVICES ON GIRO/HASTUS JUNE 2006	\$8,400
702	5204	1/3/06	BARTELS MANAGEMENT CONSULTING	T0000100942	MISC Miscellaneous - GIRO/HASTUS FOR DECEMBER 2005	\$7,500

REPORT ON PROFESSIONAL/TECHNICAL SERVICES ACTIVITY-2006 CONTRACTS LESS THAN \$50,000

APPENDIX B

Fund	Expense Type	Issue Date	Vendor	Reference Number	Line 1 Item Description	PO Amount
702	5219	5/3/06	RAE HARMEL ASSOCIATES	T0000105648	MIKE PEARCE -APRIL 17-23, & APRIL 24-30, 2006 - INVOICE # 5703	\$7,018
702	5204	5/12/06	CINO ADELSON	T0000105044	EXECUTIVE COACHING CONSULTANTS - Invoice dated 6/19/06.	\$6,875
702	5204	3/3/06	BARTELS MANAGEMENT CONSULTING	T0000102857	65 HOURS @ 100.00 FOR FEBURARY 2006	\$6,500
702	5204	7/21/06	KNUTSON,JAMES	T0000107119	Interior design services per quote dated 7/5/06	\$6,480
702	5204	6/7/06	INTL TRANSIT SECURITY INC	T0000106479	OPERATOR FIELD AUDITS TO MONITOR BUS OPERATIONS - INVOICE #060607	\$6,188
702	5204	3/16/06	INTL TRANSIT SECURITY INC	T0000103402	MISC PROFESSIONAL SERVICES- EIGHT & FINAL OF EIGHT QUARTERLY - INVOICE # 061316	\$5,984
703	5214	1/5/06	CAPTECH INC	T0000100776	Training for Bill Module BNA-5x TVM per proposal dated 7/7/05	\$5,975
702	5204	4/30/06	EDWARDS & KELCEY INC	T0000106475	MISC PROFESSIONAL SERVICES-PERIOD 4/30/06 THRU 5/20/06, PAYMENT CLAIM #8	\$5,639
702	5204	2/16/06	EDUCATIONAL DATA SYSTEMS INC	T0000103045	MISC Miscellaneous - FROM 3/2006 TESTING DATA -	\$5,566
702	5204	10/1/06	LINWOOD CAPITAL LLC	T0000109729	ENERGY PRICE RISK MGMT. SERVICE SEPTEMBER 2006	\$4,350
731	5204	11/1/06	LINWOOD CAPITAL LLC	T0000110027	ENERGY PRICE RISK MGMT. SERVICE OCTOBER 2006	\$4,350
702	5204	4/5/06	GIRO INC	T0000104251	PROFESSIONAL FEES HASTUS SOFTEARE - INVOICE # 10045	\$4,073
708	5204	11/3/06	BURNS,LAURIE	T0000110004	METRO TRANIST PEER SUPPORT SERVICE - INVOICE # 68723	\$3,600
702	5219	6/27/06	RAE HARMEL ASSOCIATES	T0000106958	MICHAEL PEARCH JUNE 19-25, 2006 - INVOICE # 5758	\$3,520
702	5204	2/1/06	LINWOOD CAPITAL LLC	T0000101951	MISC Miscellaneous-JANUARY 2006 ENERGY PRICE RISK MGMT.	\$3,500
702	5204	3/1/06	LINWOOD CAPITAL LLC	T0000103410	RISK MGMT. SERVICES FOR FEBURARY 2006	\$3,500
702	5204	4/1/06	LINWOOD CAPITAL LLC	T0000104187	ENERGY PRICE RISK MGMT SERVICES FOR MARCH 2006	\$3,500
702	5204	5/1/06	LINWOOD CAPITAL LLC	T0000104971	SERVICES FOR APRIL 2006 ENERGY PRICE RISK	\$3,500
702	5204	6/1/06	LINWOOD CAPITAL LLC	T0000105859	ENERGY PRICE RISK MGMT. SERVICES DURING MAY 2006	\$3,500
702	5204	7/1/06	LINWOOD CAPITAL LLC	T0000106831	ENERGY PRICE RISK MGMT. SERVICE JUNE 2006	\$3,500
702	5204	8/1/06	LINWOOD CAPITAL LLC	T0000108703	ENERGY PRICE RISK MGMT. SERVICE JULY 2006	\$3,500
702	5204	9/1/06	LINWOOD CAPITAL LLC	T0000108752	MISC Miscellaneous ENERGY PRICE RISK MGMT FOR AUGUST 2006	\$3,500
702	5219	6/19/06	RAE HARMEL ASSOCIATES	T0000106452	MICHAEL PEARCE 6/5/06 - 6/11/06, 6/12/06 - 6/18/06 - IN VOICE # 5748	\$3,432
702	5204	3/15/06	NOVA CONSULTING GROUP INC	T0000104512	MRJ WEEKLY/MONTHLY MAINT. SAMPLING - INVOICE # 073944-MARCH	\$3,380
702	5204	2/28/06	EDUCATIONAL DATA SYSTEMS INC	T0000104805	FEBRUARY 2006 INVOICE - 6358	\$3,200
702	5219	4/4/06	RAE HARMEL ASSOCIATES	T0000104567	MIC HAE L PEARCE MARCH 27 - APRIL 2, 2006 - INVOICE # 5684	\$2,970
702	5204	3/31/06	BARTELS MANAGEMENT CONSULTING	T0000103899	CONSULTING SERVICE ON GIRO/HASTUS PROJECT FOR MARCH 2006	\$2,800
704	5204	10/25/06	AMERICAN ENGINEERING TESTING I	T0000110000	STORMWATER DISCHARGE - JULY 2006 - INVOICE # 35112	\$2,694
705	5204	10/25/06	AMERICAN ENGINEERING TESTING I	T0000110001	STORMWATER DISCHARGE - AUGUST 2006 - INVOICE # 35111	\$2,694
706	5204	10/25/06	AMERICAN ENGINEERING TESTING I	T0000110002	STORMWATER DISCHARGE - SEPTEMBER 2006 - INVOICE # 35105	\$2,694
Summary total-Contracts Less Than \$2,500						\$99,091
SUBTOTAL METRO TRANSIT FUNDS						\$559,046
TOTAL ALL FUNDS						\$2,608,008

Draft Report on Professional/Technical Services Activity-2006
Contracts Greater than \$50,000

APPENDIX B

Fund	Ref Number	Description of Services	Vendor	Start Date	End Date	Contract Amount	Interested Vendors	Proposers	Solicitation Method	Evaluation Criteria Used
100	05P032	Employee Health Care	Health Partners Inc. Park Nicollet Health Services	1/1/06	12/31/08	\$142,918,165	4	3	Formal RFP	Administrative, Cost, Care Management & Wellness, Network Management & Access, Communications & Tools Quality, Qualifications, Experience, Price
100	06P061	Occupational Health and Medical Services	Occupational Medicine	8/1/06	7/31/11	\$1,000,000	13	3	Formal RFP	
100	S06003447	Microsoft Select Agreement 3 yr agreement	SOFTWARE HOUSE INTL	4/28/2006		\$937,323			Joint Purchasing Agreement	
100	S06006222	14486230 Peoplesoft Enterprise Billing for Public Sector - Perpetual (6/24/06 to 6/23/07)	ORACLE USA INC	8/7/2006		\$568,584			Sole Source	
100	05P046	Temporary Employee Services	AppleOne Employment Services	1/10/06	11/30/08	\$500,000	35	7	Formal RFP	Quality, Qualifications, Experience, Price
100	05P124-B	Financial Advisor	Public Financial Management, Inc.	3/15/06	3/31/09	\$250,000	6	6	Formal RFP	Quality, Qualifications, Experience, Price
100	06P107	Legal Services - Bottineau Boulevard Project	Greene Espel PLLP	12/15/05	12/31/07	\$250,000			Sole source Legislative Requirement	
100	S06009142	Annual Audit RA-010	STATE OF MN/AUDITOR	11/17/06		\$215,000				
100	05P062C	Investigation Services HRIS Upgrade and e-Application	Jesson & Pust	6/6/06	9/30/09	\$200,000	6	4	Formal RFP	Key Personnel, Qualifications, Experience, Price
100	06P105	Implementation 877-001310 Groupwise 7 including Mobile Server Powered by Intellisync 1-User 1-Year	Infocrossing	12/13/06	12/31/08	\$180,000	38	3	Formal RFP	Quality, Qualifications, Experience, Price
100	S06006835	Maintenance 7/1/06 to 6/30/07	SOFTWARE HOUSE INTL	8/29/2006		\$134,169			Joint Purchasing Agreement	
100	S06002053	Annual Software Maintenance fee for the period of 3/6/2006 to 3/5/2007	SPL WORLDGROUP INC	3/14/2006		\$130,518			Sole Source	
100	05P098	2005 Metro Transit Master Contracts - Real Estate Appraisal	Lake State Realty Services	2/22/06	2/28/09	\$125,000	19	4	Formal RFP	Quality, Qualifications, Experience, Price
100	06P010	Legal Services - Cubic Transportation	Dorsey and Whitney LLP	10/25/05	12/31/06	\$125,000			Sole Source	
100	06P152A	Tort and Property Damage Legal Services	Rider, Bennett, Egan & Arundel	1/1/07	12/31/09	\$125,000	12	5	Formal RFP	Personnel, Experience, Responsiveness to RFP, Price
100	06P152B	Tort and Property Damage Legal Services	Parker Rosen, LLC	1/1/07	12/31/09	\$125,000	12	5	Formal RFP	Personnel, Experience, Responsiveness to RFP, Price
100	06P153A	Employment and HR legal Services	Parker Rosen, LLC	1/1/07	12/31/09	\$125,000	10	3	Formal RFP	Personnel, Public Sector Experience, Responsiveness to RFP, Price
100	06P153B	Employment and HR legal Services	Jackson Lewis LLP	1/1/07	12/31/09	\$125,000	10	3	Formal RFP	Personnel, Public Sector Experience, Responsiveness to RFP, Price
100	06P154	Real Property Legal Services	Best & Flanagan LLP	1/1/07	12/31/09	\$125,000	10	3	Formal RFP	Integrity, Expertise, Financial & Technical Resources, Price
100	05P099-A	Transit Master Contract, Environmental Assessment and Investigation	STS Consultants Ltd.	4/12/06	2/28/09	\$100,000	41	15	Formal RFP	Experience and qualifications, References, key personnel and proposal comprehensiveness
100	05P099-B	2005 Metro Transit Master Contracts - Environmental Assessment and Investigation	Braun Intertec Corporation	2/22/06	2/28/09	\$100,000	41	15	Formal RFP	Experience and qualifications, References, key personnel and proposal comprehensiveness
100	05P099-C	2005 Metro Transit Master Contracts - Environmental Assessment and Investigation	Thatcher Engineering Inc.	4/12/06	2/28/09	\$100,000	41	15	Formal RFP	Experience and qualifications, References, key personnel and proposal comprehensiveness
100	05P100-A	Transit Master Contract, Geotechnical Services	STS Consultants Ltd.	4/12/06	2/28/09	\$100,000	22	5	Formal RFP	Experience and qualifications, References, key personnel and proposal comprehensiveness
100	05P100-B	Transit Master Contract, Geotechnical Services	Braun Intertec Corporation	2/22/06	2/28/09	\$100,000	22	5	Formal RFP	Experience and qualifications, References, key personnel and proposal comprehensiveness

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Contracts Greater than \$50,000

APPENDIX B

Fund	Ref Number	Description of Services	Vendor	Start Date	End Date	Contract Amount	Interested Vendors	Proposers	Solicitation Method	Evaluation Criteria Used
100	05P103-A	2005 Metro Transit Master Contracts - Traffic Studies and Engineering	Short Elliott Hendrickson, Inc. (SEH)	4/20/06	3/31/09	\$100,000	26	5	Formal RFP	Experience and qualifications, References, key personnel and proposal comprehensiveness
100	05P103-B	2005 Metro Transit Master Contracts - Traffic Studies and Engineering	SRF Consulting Group, Inc.	4/26/06	3/31/09	\$100,000	26	5	Formal RFP	Experience and qualifications, References, key personnel and proposal comprehensiveness
100	05P124-A	Financial Advisor General liability premium renewal policy 0103PK07 7/1/2006 - 2007	Springsted, Inc.	4/5/06	3/31/09	\$100,000	6	6	Formal RFP	Quality, Qualifications, Experience, Price
100	S06007343	RA portion	STATE OF MN RISK MGMT	9/18/2006		\$80,610			Legislative Requirement	
100	06P055	E-Gov Website Redesign	Fredrickson Communications Inc.	6/28/06	1/31/07	\$77,400	52	10	Proposals	Qualifications, Experience, Quality, Price
100	S06004757	Annual Maintenance and support contract for Hastus Period: From May 13, 2006 to May 12, 2007	GIRO INC	6/13/2006		\$69,234			Sole Source	
100	05P146	2006 Web Service Consulting	Marianne Kollar	3/8/06	12/31/06	\$67,000	6	2	Proposals	Qualifications, Experience, Quality, Price
100	06P180	CIO Consulting	Strategic Computing Directions	12/18/06	3/31/07	\$66,000	4	3	Letter RFP	Quality, Qualifications, Experience, Price
100	05P147	Graphic Design Services	Margaret Chan	1/12/06	12/31/07	\$63,000	5	3	Proposals	Written quotes
100	S06008880	12600 Adaptive Server Enterprise IBM-AIX (covers period 12/11/06 to 12/10/07)	SYBASE INC	11/8/06		\$52,928			Sole source	
100	05P062A	Investigation Services	MackKall, Crounce & Moore PLC	6/12/06	9/30/09	\$50,000	6	4	Formal RFP	Key Personnel, Qualifications, Experience, Price
100	05P062B	Investigation Services	NeuVest	6/12/06	9/30/09	\$50,000	6	4	Formal RFP	Key Personnel, Qualifications, Experience, Price
100	05P101-A	2005 Metro Transit Master Contracts - Surveying & ROA	EVS, Inc. (formerly Enviroscience)	4/20/06	3/31/09	\$50,000	27	10	Formal RFP	Experience and qualifications, References, key personnel and proposal comprehensiveness
100	05P101-B	2005 Metro Transit Master Contracts - Surveying & ROA	Hansen Thorp Pellinen Olson, Inc. (HTPO)	4/20/06	3/31/09	\$50,000	27	10	Formal RFP	Experience and qualifications, References, key personnel and proposal comprehensiveness
100	05P101-C	2005 Metro Transit Master Contracts - Surveying & ROA	Howard R. Green Company	5/12/06	3/31/09	\$50,000	27	10	Formal RFP	Experience and qualifications, References, key personnel and proposal comprehensiveness
100	05P101-D	2005 Metro Transit Master Contracts - Surveying & ROA	SRF Consulting Group, Inc.	4/20/06	3/31/09	\$50,000	27	10	Formal RFP	Experience and qualifications, References, key personnel and proposal comprehensiveness
100	05P102-A	Transit Master Contract, Materials Testing and Inspection	STS Consultants Ltd.	4/12/06	2/28/09	\$50,000	21	5	Formal RFP	Experience and qualifications, References, key personnel and proposal comprehensiveness
100	05P102-B	Transit Master Contract, Materials Testing and Inspection	Braun Intertec Corporation	2/22/06	2/28/09	\$50,000	21	5	Formal RFP	Experience and qualifications, References, key personnel and proposal comprehensiveness
345	06P004-A	Building Engineering Services for 390 N. Robert	UHL Company	10/11/06	8/31/08	\$200,120	10	4	Formal RFP	Quality, Qualifications, Experience, Price
Subtotal General Funds						\$150,035,051				
201	06P120	Legislative Strategy/Transportation Planning Support	Natalio Diaz	3/8/06	3/8/07	\$50,000			Sole source	
Subtotal MTS Funds						\$50,000				
610	S06009635	Engineering Services for Digester Repair Recycling Treated Waterwater for Industrial Reuse	Short Elliott Hendrickson, Inc. (SEH)	12/1/06	12/31/07	\$400,000			Emergency Declaration	
610	05P088	Regional Assessment of Water Supply Systems	Craddock Consulting Engineers	3/2/06	7/31/07	\$270,000	16	4	Formal RFP	Quality, Qualifications, Experience, Price
610	05P097-A	MCES Asset Management & Mobile Computing	R. W. Beck, Inc.	3/8/06	1/31/09	\$235,693	38	5	Formal RFP	Quality, Qualifications, Experience, Price
610	06P069	Computing	Brown and Caldwell	8/31/06	3/31/07	\$194,653	34	3	Formal RFP	Quality, Qualifications, Experience, Price

Draft Report on Professional/Technical Services Activity-2006
 Contracts Greater than \$50,000

Fund	Ref Number	Description of Services	Vendor	Start Date	End Date	Contract Amount	Interested Vendors	Proposers	Solicitation Method	Evaluation Criteria Used
610	05P128	Surficial geologic mapping and groundwater geochemistry assessment	University of Minnesota	4/5/06	7/31/07	\$130,274			Sole source	
610	06P160	Temp Employees for EQA Laboratory	Kelly Scientific	12/21/06	1/31/09	\$100,000	6	2	Letter RFP	Quality, Qualifications, Price
610	S06000930	Wonderware Software Site Support Renewal Contract #3673, Invoice #9041771, for the term March 3, 2006 through March 8, 2007.	GS SYSTEMS	2/2/2006		\$79,037			Sole Source	
610	06P172	Odor Panel Services	St. Croix Sensory, Inc.	12/21/06	1/15/09	\$76,600			Sole Source Joint Purchasing	
610	S06007375	Security Officer coverage at the West Gate.	GENERAL SECURITY SERVICES INC	9/27/06		\$57,850			Agreement	
610	05P134	Odor Panel Services	St. Croix Sensory, Inc.	1/10/06	1/15/07	\$57,200			Sole source	
610	S06008865	Security Coverage at the Metro Plant East Gate.	GENERAL SECURITY SERVICES INC	11/16/06		\$55,766			Joint Purchasing	
610	S06009843	Security Coverage at the Metro Plant East Gate	GENERAL SECURITY SERVICES INC	11/16/06		\$54,742			Agreement	
610	S06008284	Security coverage at Metro Plant West Gate.	GENERAL SECURITY SERVICES INC	9/27/06		\$54,495			Joint Purchasing	
610	S06008284	Security coverage at Metro Plant West Gate.	GENERAL SECURITY SERVICES INC	11/7/06		\$54,495			Agreement	
631	06P083	Interceptor Improvements projects	Bolton & Menk	12/20/06	12/28/08	\$363,501	25	5	Formal RFP	Quality, Qualifications, Experience, Price
631	05P116	Design of Point Douglas Lift Station L-12 Improvements	LHB Engineers & Architects (Mpls)	4/12/06	12/31/08	\$251,570	22	6	Formal RFP	Quality, Qualifications, Experience, Price
631	06P066	Digital Recording System at Hiawatha Rail Operations and Maintenance Facility	Floyd Total Security	9/27/06	2/1/07	\$208,995	18	11	Formal RFP	Quality, Qualifications, Experience, Price
631	04P099E	Master Contract - Land Acquisition Services	Nicollet Partners	7/14/06	6/30/11	\$200,000	26	4	Formal RFP	Qualifications and Experience, Key Personnel and Service Delivery Plan
631	06P027	Implementation of Police Work Force and Time Management System	Sogetti USA LLC	9/13/06	12/31/06	\$78,680	22	2	Proposals	Quality, Qualifications, Experience, Price
641	06P001	Victoria and St. Bonifacius Interceptor Improvements	Brown and Caldwell	5/24/06	6/30/11	\$5,297,507	34	2	Formal RFP	Quality, Qualifications, Experience, Price
641	06P003	Facility Manual Production	Howard R. Green Company	7/26/06	6/30/11	\$212,000	11	3	Formal RFP	Quality, Qualifications, Experience, Price
641	06P036A	Master Contract for Rural Wastewater Services Planning	Howard R. Green Company	6/22/06	6/30/11	\$200,000	23	4	Formal RFP	Qualifications and Experience, Key Personnel, Service Delivery Plan and Price
641	06P036B	Master Contract for Rural Wastewater Services Planning	Bonestroo Rosene Anderlik & Associates, Inc.	7/14/06	6/30/11	\$200,000	23	4	Formal RFP	Qualifications and Experience, Key Personnel, Service Delivery Plan and Price
641	06P037	Master Contract for Hydrogeological Engineering	Liesch Associates	6/20/06	6/15/11	\$200,000	24	11	Formal RFP	Qualifications and Experience, Key Personnel, Service Delivery Plan and Price
641	06P005	East Bethel Wastewater Treatment Facilities Planning	Wenck Associates, Inc.	6/14/06	6/30/08	\$194,339	25	3	Formal RFP	Quality, Qualifications, Experience, Price
Subtotal MCES Funds						\$9,227,398				
301	06P091	Twin Cities Mode Choice Model Update	Cambridge Systematics, Inc.	11/28/06	7/1/07	\$123,305	18	2	Formal RFP	Quality, Qualifications, Experience, Price
702	S06009508	AON RENEWAL - RAILROAD PROPERTY NOV 14 2006 - DEC 01 2007	AON RISK SERVICES INC OF MN	11/30/06		\$179,469			Non-Competitive Procurement	
702	06P123	Facility Mechanic Certification Program	Century College	9/26/06	10/1/09	\$120,620	7	3	Formal RFP	Quality, Qualifications, Experience, Price
Subtotal Metro Transit Funds						\$423,394				
TOTAL ALL FUNDS						\$159,735,843				

Report on Professional/Technical Services Activity Environmental Services - 2008 Budget

APPENDIX B

Unit	Expense Type	Description	2008 Budget
General Managers Office			
	Consultant	Actuarial, contingency	\$ 45,000
	Consultant	Strength Charge Study	50,000
	Safety services		86,000
	Insurance		1,015,000
	Total General Managers Office		\$ 1,196,000
Treatment Services			
	Consultant	Staff training	\$ 205,000
	Biosolids Recycling		\$ 2,300,000
	Plant Services	Ash, Solid and Sludge Removal; Laundry, Janitorial	\$ 947,922
	Computer Services/Leased		5,000
	Engineering		200,000
	Contracted Services/Other	Emissions testing, process computer support	1,554,000
	Maintenance		2,841,000
	Security		961,000
	Contracted Services/Safety		40,000
	Total Treatment Services		\$ 9,053,922
Interceptor Services			
	Consultant	Flow Metering Study	\$ 55,000
	Maintenance		1,950,000
	Engineering		50,000
	Contracted Services/Other	I/I program support	609,000
	Contracted Services/ Safety		15,000
	Total Interceptor Services		\$ 2,679,000
Technical Services			
	Consultant	CAD system programming	\$ 50,000
	Engineering	System planning assistance	150,000
	Contracted Services/Other	I/I program support, Drafting equipment services	7,500
	Total Technical Services		\$ 207,500
Environmental Quality Assurance			
	Consultant	Water Supply Planning (RA General Fund)	\$ 580,000
	Consultant	Cost of Service Study re: Customer Charges	-
	Laboratory		106,000
	Contracted Services/Other	Odor sampling, Contingency	501,000
	Temporary Help		40,000
	Software Maintenance		6,100
	Equipment Repair		17,000
	Contracted Services/ Safety		1,500
	Total Environmental Quality Assurance		\$ 1,251,600
	Environmental Services Total		\$ 14,388,022

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

Report on Professional/Technical Services Activity Metro Transit

Appendix B

Unit	Expense Type	Description	2008 Proposed Budget
	Consultant	Pocket schedule production, video production, website, mailing services, etc.	\$220,402
	Contractual Services Other	Metro Commuter Services Contracts	\$1,137,472
	Transit marketing	Advertising Fees	\$113,904
	Consultant	Telephone Info Center systems; web dev	\$28,825
	Transit marketing	Media Advertising	\$86,096
	Consultant	Training and other Professional and Technical services	\$30,603
	Contractual services other	Warehousing & Distribution Services for Pocket Schedules, Maps, etc.	\$44,986
	Total Customer Services and Marketing		\$1,662,288
Engr. And Construction			
	Consultant	Petro fund form fees; testing fees for Air, Wells and Ground Water, UST testing; Misc. tech services	\$500,446
	Consultant	Interior design consultant and Voice mail maintenance	\$69,960
	Consultant	Tech. services-engineers; Testing Services including sump material	\$459,885
	Temporary help	Temporary help	\$0
	Contractual services other	Sewer Cleaning, misc	\$35,532
	Total Engr. And Construction		\$1,065,823
Service Development			
	Consultant	Sector studies	
	Temporary help	Data entry; temporary staff	
	Consultant	Training service fees	\$0
	Total Service Development		\$0
Bus Transportation			
	Consultant	Training and other Professional and Technical services	\$101,000
	Contractual services other	Misc	\$3,816
	Consultant	Editing	\$50
	Temporary help	Temporary help	\$2,092
	Total Bus Transportation		\$106,958
Executive			
	Consultant	Professional and Technical services	
	Temporary help	Temporary Help	\$7,222
	Consultant	Misc	\$30,910
	Total Executive		\$38,132
Finance			
	Consultant	Audit Fees - Office of the State Auditor	\$25,809
	Consultant	Purchasing Dept.: testing fees	\$3,254
	Contractual services other	Bank Service Charge	\$272,262
	Contractual services other	Photo application	\$34,245
	Contractual services other	Misc	\$198,544
	Contractual services other	Other services	\$23,493
	Contractual services other	Microfilm processing fees	\$918
	Consultant	Diesel Fuel price risk management advisor	\$38,746
	Temporary help	Temporary Help	\$22,657
	Total Finance		\$619,928

Report on Professional/Technical Services Activity Metro Transit

Appendix B

Unit	Expense Type	Description	2008 Proposed Budget
Bus Maintenance			
	Consultant	Boiler Licenses + transmission oil tests	\$104
	Consultant	Qualification development work service fees	\$14,292
	Contractual services other	Bus Watch Camera System	\$201,455
	Contractual services other	Paper and Oil Filter Recycling	\$18,393
	Contractual services other	Misc	\$85,316
	Consultant	Chemical testing, EPA, OSHA testing	\$3,090
	Total Bus Maintenance		\$322,650
Safety			
	Consultant	Hazardous information services; System safety support - bus and rail; Ergonomics training	\$6,733
	Total Safety		\$6,733
	Subtotal Part A: Consulting Fees - Operating		\$ 3,822,512
Part B: Metro Transit Contract Services - Operating Expenses			
Engr. And Construction			
	Consultant	Elevator service, Repair, Pest control, Viking Sprinklers, Cummins, Electrical contractor, Facility Repairs	\$467,532
	Security	Alarm Monitoring System	\$8,363
	Contractual services other	Snow Removal & Maintenance of Lots	\$637,219
	Total Engr. And Construction		\$1,113,114
Finance			
	Security	Armored Car Service Fees	\$88,215
	Contractual services other	Service Fees for Transit Stores	\$42,762
	Total Finance		\$130,977
Police Security - Public Safety			
	Security	Building Security Alarms/Equipment Systems and Monitoring.	\$119,856
	Contractual services other	Other Services	\$11,224
	Consultant	Psychological exams, and contract w/police	\$19,494
	Consultant	Firearms Training	\$79,000
	Total Police Security - Public Safety		\$229,574
	Subtotal Part B: Contract Maintenance Fees - Operating		\$1,473,665
	Total Metro Transit Operating Services Expenses		\$ 5,296,177
METRO TRANSIT - LIGHT RAIL TRANSIT OPERATIONS			
	Insurance		\$ 525,000
	Contracted Services	Rail Systems Maintenance	\$648,520
		Rail Vehicle Maintenance	\$60,600
		Rail Facilities & Support Maintenance	\$43,935
		Contracted Training Services - All Departments	\$35,000
		All other Contracted Services	\$9,555
		Finance - Armored Car Services/ Fare Collection	\$115,000
	Total Metro Transit - Light Rail Transit Operations		\$ 1,437,610
	TOTAL METRO TRANSIT		\$ 6,733,787

Report on Professional/Technical Services Activity MTS

APPENDIX B

Unit	Expense Type	Description	2008 Budget
Transportation Planning			
	Consultant	Transportation Planning Consultants	\$ 622,165
	Computer Services/ Software Maintenance		\$ 1,000
	Printing External	Transportation Policy Plan	\$ 30,000
	Contractual services/other	Miscellaneous	\$ 25,000
	Total Transit Administration Fund		\$ 678,165
Metro Mobility			
	Consultant	Customer Satisfaction Survey	\$ 50,000
	Contractual services other	Travel Instruction	115,000
	Printing External		23,000
	Maintenance		25,000
	Total Metro Mobility		\$ 213,000
Contracted Regular Route			
	Printing External	Schedule printing (including VanGo)	\$ 37,000
	Marketing	VanGO	\$ 20,000
	Contractual services other	NTD Audit	\$ 15,700
	Total Regular Route		\$ 72,700
	Metropolitan Transportation Services Total		\$ 963,865

Report on Professional/Technical Services Activity Community Development

APPENDIX B

Unit	Expense Type	Description	2008 Budget
Division Management	Contractual Services Other	Strategic Planning	\$ 85,000
	Contractual Services Other	Metro Atlas Development	\$ -
	Total Division Management		\$ 85,000
Parks	Consultant	Park usage survey	\$ 130,000
	Total Parks		\$ 130,000
Local Planning Assistance	Contractual Services Other	Assistance with Comprehensive plan Updates	\$ 35,000
	Total Local Planning Assistance		\$ 35,000
Geographic Information Systems (GIS)	Consultant	GIS Consultant	\$ 36,000
	Contractual Services Other	Metro GIS parcel data maintenance	28,000
	Contractual Services Other	Regional GIS Projects	22,000
	Contractual Services Other	MetroAtlas-GIS&Graphic Web Development	30,000
	Contractual Services Other	Data maintenance: street centerline	47,800
	Total Geographic Information Systems		\$ 163,800
Research	Contractual Services Other	Forecast Model Building	\$ 125,000
	Contractual Services Other	Development Monitoring (Metro Study)	\$ 18,000
	Contractual Services Other	Survey's Reg'l Indicators, Apt Search, etc.	\$ 38,500
	Total Research		\$ 181,500
RSP & Growth Strategy	Consultant	Web based Applications	\$ -
	Total RSP & Growth Strategy		\$ -
Subtotal Community Development - General Fund			\$ 595,300
Metropolitan Housing and Redevelopment Authority			
HRA - Rent Assistance Programs	Accounting & auditing	Annual audit	\$ 8,000
	Contractual services other	Interpreter services, Lead testing, etc.	150,000
	Total HRA		\$ 158,000
Family Affordable Housing Program	Contractual services other	Computer Services	\$ -
	Contractual services other	Maintenance of properties	241,000
	Management Company Fees	Management services	165,000
	Total FAHP		\$ 406,000
Subtotal Community Development - HRA/FAHP			\$ 564,000
Community Development Total			\$ 1,159,300

Report on Professional/Technical Services Activity Regional Administration APPENDIX B

Unit	Expense Type	Description	2008 Budget
Legal Office	External legal services	External legal services	\$ 1,400,000
	Temporary Help		\$ 25,000
	Contractual Services Other	Court Reporter Services	65,000
	Total Legal Office		\$ 1,490,000
Office of Diversity	Consultant	WBE certifications, PFA issues, assist.	\$ 40,000
	Temporary Help		\$ 4,000
	Contractual Services Other	Contract investigations	20,000
	Total Office of Diversity		\$ 64,000
Regional Administrator	Contractual Services Other	other	\$ 300
	Total Regional Administration		\$ 300
-Administration	Contractual Services Other	General Consulting	\$ -
	Temporary Help	Admin Support Need	\$ 3,600
	Human Resources - Administration		\$ 3,600
- Labor Relations	Consultant	Labor negotiations	\$ 30,000
	Contractual Services Other	Temporary Services	
	Human Resources - Labor Relations		\$ 30,000
- Learning & Organizational Development	Consultant	Staff computer training	\$ 51,500
	Consultant	Mgmt / Employee Development training	36,500
	Contractual Services Other	PDI: Profilor processing	5,100
	Temporary Help	Admin Support Need	1,600
	Consultant	Skill Soft (Web based CBT subscriptions)	-
	Software Maintenance	Performance Management Software	-
	Human Resources - Learning and Organizational Development		\$ 94,700
- Staffing & Compensation	Consultant	Hay Evaluations	\$ 4,000
	Consultant	Job studies, employee selection tools	\$ 35,000
	Consultant	Compensation Consultants	\$ 20,000
	Contractual Services Other	Job Analysis Test Development	\$ 25,100
	Temporary Help	Employee File Project	\$ -
	Temporary Help	Vacation Coverage	\$ 5,760
	Contractual Services Other	Contractual services (surveys)	-
	Software Maintenance	Testing Software	1,700
	Contractual Services Other	Pre-employment Checks	103,770
	Human Resources - Staffing and Compensation		\$ 195,330
Occupational Health	Consultant	Occupational Health, Drug Testing, Employment Testing, Background Checks	\$ 356,000
	Contractual Services Other	DOR & Associates (Employee Assistance Programs)	\$ 62,000
	Contractual Services Other	Fit for Life Programs	\$ 20,000
	Contractual Services Other	Homeland Flu Shots, Blood Pressure & Health Screens,	48,000
	Human Resources - Occupational Health		\$ 486,000
- HRIS	Software Maintenance	E-benefits module	\$ -
	Consultant	Implementation of E-benefits	\$ 63,000
	Human Resources - HRIS		\$ 63,000
- Benefits Administration	Consultant	Benefits consultant	\$ 50,000

Report on Professional/Technical Services Activity Regional Administration APPENDIX B

Unit	Expense Type	Description	2008 Budget
	Consultant	Acuarial- OPEB Study	\$ 30,000
	Contractual Services Other	Outsources COBRA/retiree medical administration	\$ 10,000
	Consultant	Health Plan Renewal	\$ -
	Contractual Services Other	Flex spending admin.	30,000
	Contractual Services Other	Temporary Help	12,000
	Human Resources - Benefits Admin.		\$ 132,000
Total Human Resources			\$ 1,004,630
Government Affairs	Consultant	Intergovernmental relations services	\$ 60,000
	Total Government Affairs		\$ 60,000
Communications	Computer services	Computer services--Library	\$ 5,000
	Consultant	E-gov prjcts	50,000
	Contractual Services Other	Meetings, forums, special events	15,000
	Contractual Services Other	Freelance writing, editing	-
	Contractual Services Other	Audio/Video Editing & Production	30,000
	Contractual Services Other	Website design, development, hosting, maintenance	100,000
	Contractual Services Other	Graphics--design, production	50,000
	Contractual Services Other	Other	-
	Total Communications		\$ 250,000
Fiscal Services	Accounting & Auditing	Annual audit by State Auditors	\$ 215,000
	Contractual Services Other	Comptr services-investment support	20,000
	Computer services	Bloomberg Investments	25,000
	Contractual Services Other	Doc Mgmt, Pay Cards, Other Business Process Needs	50,000
	Contractual Services Other	Other / General Fin's Advice	10,000
	Contractual Services Other	Fixed Asset Annual Update	21,500
	Contractual Services Other	Banking fees	180,000
	Total Fiscal Services		\$ 521,500
Information Services	Consultant	Obsolete Hardware/Software	\$ 185,000
	Consultant	Security Improvements	125,000
	Consultant	Disaster Recovery/Business Continuity	-
	Consultant	Transit/ES/RA Projects	150,000
	Consultant	Telephone/Mobile Computing Improvements	50,000
	Maintenance		854,518
	Contractual Services Other	OET	216,000
	Contractual Services Other	Wiring/Cable - Misc	49,000
	Software Maintenance	Variety software packages	3,118,954
	Total Information Services		\$ 4,748,472
Central Services	Equipment Repair	General	\$ 500
	Temporary Help	Admin Support Need	\$ 5,500
	Contractual Services Other	Dynamex, Iron Mountain, Arch Wireless, and misc.	80,000
	Total Central Services		\$ 86,000
Risk Management	Consultant	Contract reviews, risk consultant	\$ 21,000
	Consultant	Brokerage Fees, premiums	-
	Total Risk Management		\$ 21,000

Report on Professional/Technical Services Activity Regional Administration APPENDIX B

Unit	Expense Type	Description	2008 Budget
Budget and Evaluation	Accounting & auditing	Federal OMB A-87 Cost Alloc. plan	\$ 23,000
	Total Budget and Evaluation		\$ 23,000
Audit	Consultant	External Investigative Assistance	\$ 10,000
	Total Audit		\$ 10,000
REGIONAL ADMINISTRATION TOTAL			\$ 8,278,902

METROPOLITAN COUNCIL
2008 OPERATING CAPITAL
SOURCES OF FUNDS AND EXPENDITURES

APPENDIX C

	Capital Outlay	Rent	Rent Rebate	Total 390 N. Robert	Total
SOURCES OF FUNDS					
Environmental Services	\$ 428,750	\$360,356	(\$53,850)	\$ 306,506	\$ 735,256
Transportation	75,760	\$216,418	(\$21,150)	195,268	271,028
General Fund	237,803	\$1,349,692	-	1,349,692	1,587,495
HRA	34,092	\$188,280	-	188,280	222,372
TOTAL SOURCES OF CAPITAL FUNDS	\$ 776,405	\$ 2,114,746	\$ (75,000)	\$ 2,039,746	\$ 2,816,151
CAPITAL-BY DIVISION & PROGRAM					
INFORMATION SERVICES					
COMMUNITY DEVELOPMENT					
GIS Fleet Management of Computers	-	-	-	-	-
Subtotal Community Development	-	-	-	-	-
REGIONAL ADMINISTRATION					
Communication-software/hardware/library items	\$ 6,735	-	-	-	\$ 6,735
Desktop Replacement	\$ 117,920	\$ -	\$ -	\$ -	\$ 117,920
Laptop Replacement	22,000	-	-	-	22,000
Printer Replacement	17,250	-	-	-	17,250
Subtotal Regional Administration (010)	\$ 157,170	\$ -	\$ -	\$ -	\$ 157,170
Replacement Hardware/Software	\$ 400,000	-	-	-	\$ 400,000
Security Improvements	200,000	-	-	-	200,000
Disaster Recovery/Business Continuity	75,000	-	-	-	75,000
Transit/RA/ES Projects	150,000	-	-	-	150,000
Telephone/Mobile Computing Improvements	100,000	-	-	-	100,000
SQL Server Architecture	100,000	-	-	-	100,000
Collaboration Software/Hardware	100,000	-	-	-	100,000
Web Technology	100,000	-	-	-	100,000
Subtotal Infrastructure Capital Projects	\$ 1,225,000	\$ -	\$ -	\$ -	\$ 1,225,000
Less: MT Capital Portion	(612,500)	-	-	-	(612,500)
ES Capital Portion	(428,750)	-	-	-	(428,750)
Net Regional Administration	\$ 183,750	\$ -	\$ -	\$ -	\$ 183,750
CENTRAL SERVICES					
Building Expenses - 390 N. Robert	\$ -	\$1,735,041	\$ -	\$ 1,735,041	\$ 1,735,041
Furniture & Equipment	-	\$80,000	-	\$ 80,000	80,000
Subtotal Central Services	\$ -	\$ 1,815,041	\$ -	\$ 1,815,041	\$ 1,815,041
ENVIRONMENTAL SERVICES					
ES Capital Portion	\$ 428,750	-	-	-	\$ 428,750
Subtotal Environmental Services	\$ 428,750	\$ -	\$ -	\$ -	\$ 428,750
TOTAL CAPITAL OUTLAY	\$ 776,405	\$ 1,815,041	\$ -	\$ 1,815,041	\$ 2,591,446
NET CHANGE IN RESERVES	\$ -	\$ 299,705	\$ (75,000)	\$ 224,705	\$ 224,705

*Metropolitan Council 2008 Adopted Unified Budget
Glossary of Terms*

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

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

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

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

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

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