

METROPOLITAN COUNCIL

2012 UNIFIED OPERATING BUDGET

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Metropolitan Council

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

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Roxanne Smith – District 1	03/09/2011
Lona Schreiber – District 2	03/09/2011
Jennifer Munt – District 3	03/09/2011
Gary Van Eyll – District 4	03/09/2011
Steven Elkins – District 5	03/09/2011
James Brimeyer – District 6	03/09/2011
Gary Cunningham – District 7	03/09/2011
Adam Duininck – District 8	03/09/2011
Edward Reynoso - District 9	03/09/2011
John Doan – District 10	03/09/2011
Sandra Rummel – District 11	03/09/2011
Harry Melander – District 12	03/09/2011
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Metropolitan Council 2012 Unified Operating Budget

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Metropolitan Council 2012 Unified Operating Budget Budget Introduction

Authority

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.

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 the capital improvement program.

Mission

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

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

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

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

Metropolitan Council 2012 Unified Operating Budget Budget Introduction

Organization

The Council has 17 members, 16 representing districts, and one chairperson. Council members are appointed by the Governor after consultation with the legislative representatives from the appointee's district with the advice and consent of the State Senate. Members serve at the pleasure of the Governor. The Chair presides at meetings of the Council, serves as the principal liaison of the Council with the Legislature and local elected officials, and is the principal spokesperson of the Council. Current Metropolitan Council members are listed on the inside cover. The Council's policymaking structure is shown on page 1-5.

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

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

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

- Operating a regional transit system that has 78 million passengers board a bus and train every year and 1.5 million rides for people with disabilities through Metro Mobility;
- Collecting and treating about 260 million gallons of wastewater daily;
- Serving nearly 106 communities and more than 6,700 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 55,000 acres open for public use.

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 1-4.

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 information systems, 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 2012 will be to continue supporting the Council's operating units by providing high-quality, cost-effective services.

Metropolitan Council 2012 Unified Operating Budget Budget Introduction

The **Transportation Division** budget focuses on maintenance of the existing transit system yet oriented toward continuing reasonable growth once funds become available. The Metropolitan Council operates or provides funding to four types of transit programs.

- Metro Transit provided in 2010 a total of 78 million rides, which represents a 2.3% or 1.7 million ride, increase over 2009. The year 2010 is the fourth consecutive year with annual ridership exceeding 76 million.
- Metro Mobility program serves persons with disabilities that prevent them from using the regular-route transit system. This service provided 1.5 million demand and agency service rides in 2010.
- Contracted Service: The Council contracts regular routes, dial-a-ride services, and a commuter vanpool program. Contracted service accounted for approximately 3.2 million rides in 2010.
- Suburban Transit Providers are thirteen cities that provide their own transit service. The Council provides capital funding for these programs and passes through operating funds from the state. In 2010, these providers provided 4.7 million rides. This total does not include ridership where Metro Transit provided the service for the Suburban Transit Provider.

Environmental Services Division (MCES) collects and treats an average of 260 million gallons of wastewater each day from 106 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 2012 MCES budget.

- Meeting regulatory requirements
- Retaining competitive fees and rates
- Meeting customer expectations for quality and level of service
- Fully funding the current cost of all programs

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. Community Development focuses 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 6,700 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.

Susan Haigh
 Executive Director

Laurie Nistl
 Executive Assistant

Pat Born
 Regional Administrator

Liz Marquardt
 Executive Assistant

Wes Kooistra
 Deputy Regional Administrator

General Counsel
 Don Mueiting
 General Counsel

Program Evaluation and Audit
 Katie Shea
 Director

Office of Diversity and Equal Opportunity
 Wanda Kirkpatrick
 Director

Finance
 Contracts and Procurement
 Human Resources
 Information Services
 Risk Management

Communications
 Government Affairs

Kevin Roggenbuck
 Transportation Coordinator

Community Development
 Guy Peterson
 Director

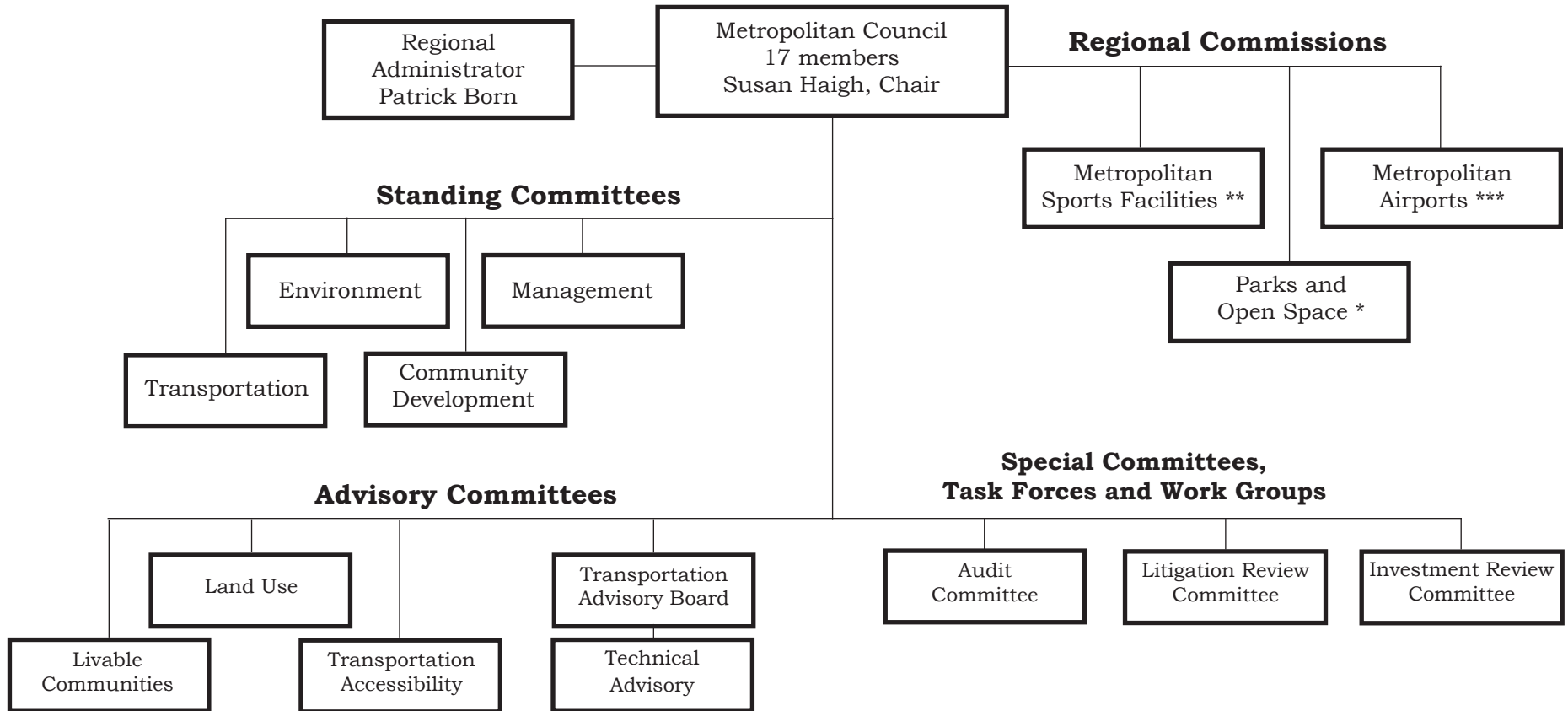
Metro Transit
 Brian Lamb
 General Manager

Metropolitan Transportation Services
 Arlene McCarthy
 Director

Environmental Services
 Bill Moore
 General Manager

Metropolitan Council Policymaking Structure

1-5



August 2011

* 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.



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Metropolitan Council 2012 Unified Operating Budget Budget Introduction

Process

The Metropolitan Council budget is a unified operations budget that encompasses all operating units and revenue sources. It is composed of three operating divisions: Environmental Services Division, Transportation Division, and Community Development Division. A separate capital improvement program and budget for 2012-2017 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 2012 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.

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 unified operating budget includes the Council's anticipated operating revenues, expenditures, pass-through grants and loans, and debt service.

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

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

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

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

Metropolitan Council 2012 Unified Operating Budget

Budget Introduction

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.

Financial Overview

The financial objectives underlying the budget include effective management of fund balances and reserves; the maintenance of the Council's AAA bond rating; and keeping the impact of property tax levy flat to taxpayers. The budget must address multiple financial challenges. The challenges facing the Council include managing increased transit demand and maintaining wastewater services while sources of revenue are decreasing.

The 2012 Unified Operating Budget is \$780.3 million, an increase of 2.6 percent from the prior year 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. 2012 operating expenditures are expected to be \$536.3 million, an increase of 4.3 percent from the prior year adopted budget. The increased expenditures are driven primarily by \$13.9 million increase in payroll, \$10.7 million increase in other operation expenses, and \$9.4 million increase in consulting cost, materials and supplies, transit programs and operating capitals. This increase along with the \$7.2 million reduction in building costs and \$4.8 million reduction in insurance costs accounted for the \$22 million increase.
- **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. 2012 pass-through grant and loan expenditures is \$95.3 million, down 4.3 percent from the prior year adopted budget.
- **Debt service:** are expenditures required to pay both the principal and the interest on bonds, notes, certificates, and loans. 2012 debt service expenditures are \$148.7 million, up 1.6 percent from the prior year adopted budget.

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 Council's taxing area for transit debt includes the Transit Taxing District and the Cities of Columbus, Forest Lake, Maple Plain and Lakeville, those communities receiving regular route-transit service.

The total combined 2011, payable 2012, property tax levy for all Council purposes is \$76,933,273, an increase of 2% or \$1,508,494 from the 2010, payable 2011, levy.

Certified levies and levy limits over a five year period are presented in Table 6 of the Budget Summary.

Metropolitan Council 2012 Unified Operating Budget Budget Introduction

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

The 2010 Legislature enacted legislation providing and additional 1.5% in State Fiscal Years 2010 and 2011 not to exceed \$6 and \$6.75 million respectively.

Metropolitan Council 2012 Unified Operating 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 2012 budget to the 2011 adopted budget and the 2010 actual revenues and expenditures.
- Table 2 provides the breakdown of the 2012 budget between Council Operations, Pass-Through Grants and Debt Service Funds.

In Table 2, Budgeted Property Tax Revenues are reduced by the Estimated Uncollectible taxes to determine the budgeted revenues from taxpayers.

- Uncollectible taxes are estimated at 1.5% of the total levy excluding the tax base revitalization which is guaranteed by the state.

Summaries and narratives by division for Environmental Services, Transportation, Community Development and Regional Administration, are presented in their section of this document.

OPERATIONS (Table 3)

Operating Revenues and Sources increased 4.8% from the 2011 adopted budget.

- The total State Revenues which are 39% of the total revenues decreased about 7% driven by decreases in state appropriations.
- Municipal and Industrial Wastewater charges which are 22% of the total revenues increased 4.2%.
- Passenger Fare and Special Event Revenues which are 19% of the total revenues decreased 1.8%.
- The total Federal Revenues which are 10% of the total revenues increased 35.6%
- The remaining revenues which include property taxes, local, investments and other revenues increased 30%.

Operating Expenditures and Other Uses increased 4.3% from the 2011 adopted budget.

- **Salaries and Benefits** constitute approximately 62% of operating expenditures. Staffing expenditures are projected to increase by 4.4% in 2012. The total increase in salaries is about \$14 million with \$11 million increase in Metro Transit, \$2 million increase in Environmental Services and \$1 million increase in Regional Administration and Community Development.
- **Transit Programs** constitute approximately 11% of the operating expenditures. The projected expenditures are 3.6% lower than 2011 budget.
- **Consultant and Contractual Services** constitute approximately 8% of the operating expenditures. These services will increase 8% in 2012 mainly due software maintenance costs

Metropolitan Council 2012 Unified Operating Budget Budget Summary and Financial Resources

and central corridor projects. Additional detail on Professional & Technical services contracts are contained in Appendix G.

- **Other operating expenses** are projected to increase 3% over the 2011 adopted budget. The increase is due to increased fuel and utilities.
- **Cost Allocation:** Central Services Departments are charged to the other divisions through the internal cost allocation plan. Total expenses for each division are shown before internal cost allocations and the allocated costs 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.
- Suburban Transit Provider payments through the Metro Transit Services.

DEBT SERVICE (Table 5)

The Council is authorized under Minnesota State Statutes to issue debt to support capital programs in transit, wastewater, and parks and open spaces. Debt service obligations for parks and transit 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. The debt service deficit is the result of Parks spending unused prior years collections in 2012 to fund a portion of the debt service costs.

PROPERTY TAXES (Table 6)

The Metropolitan Council levies property taxes under a number of State authorizing statutes.

Metropolitan Council 2012 Unified Operating Budget Budget Summary and Financial Resources

- Pass-through levies are used for Livable Communities Grants and Highway Right-Of-Way Loans. The levies for Livable Communities and Highway Right-Of-Way Program remain unchanged from 2011 adopted budget.
- Levies for Debt Service include Transit and Parks and Open Spaces debt. The total 2012 payable amount for this group decreased 4.3%.
- The levy for Council Operations payable in 2012 increased 2%. State statute requires the Council to annually provide \$1 million from this levy for support of Livable Communities grants.

STAFF COMPLEMENT (Appendix D)

The Metropolitan Council 2012 budgeted staff levels increased by 31.10 positions with Regional Administration increasing their staff 7.45 positions with much of the increased cost due to meeting the governor's TGB goals. Community Development increased their total staff by 5.05 positions with some of it being absorbed by reductions in consulting costs. MCES increased their staff by 5.20 positions. Metro Transit increased their total staff by 13.40 positions of which 28.30 were needed to staff the Central Corridor project with a partial offset reduction of 14.90 positions in bus operations.

**METROPOLITAN COUNCIL
UNIFIED BUDGET
OPERATIONS, PASSTHROUGHS AND DEBT SERVICE
2010, 2011 and 2012**

TABLE 1

	2010 Actual	2011 Budget	2012 Budget	Change
<u>Revenues</u>				
Net Property Taxes Paid by Taxpayers	\$ 72,752,464	\$ 71,727,142	\$ 75,854,275	5.8%
Federal Revenues	80,538,850	86,568,811	100,779,788	16.4%
State Revenues	228,268,710	263,424,755	241,130,652	-8.5%
Local Revenues	15,199,792	14,847,235	23,892,213	60.9%
Municipal Wastewater Charges	167,410,000	172,784,609	173,649,000	0.5%
Industrial Waste Charges	12,184,504	11,472,000	12,745,000	11.1%
Passenger Fares, Contract & Special Event Revenues	98,872,885	103,786,979	101,933,759	-1.8%
Investment Earnings	6,490,482	4,103,358	3,638,516	-11.3%
Other Revenues	3,372,036	6,492,935	3,454,939	-46.8%
Total Revenues	\$ 685,089,723	\$ 735,207,824	\$ 737,078,142	0.3%
<u>Other Sources</u>				
MVET Transfers in	\$ -	\$ -	\$ 13,703,004	-100.0%
SAC Transfers in	30,365,000	20,451,000	23,100,000	-100.0%
ES Contingency Fund Transfer	-	-	4,300,000	-100.0%
Total Other Sources	\$ 30,365,000	\$ 20,451,000	\$ 41,103,004	101.0%
Total Revenues and Other Sources	\$ 715,454,723	\$ 755,658,824	\$ 778,181,146	3.0%
<u>Expenses</u>				
Salary & Benefits	\$ 299,491,238	\$ 316,534,538	\$ 330,394,201	4.4%
Consulting/Contractual Services	28,696,969	40,148,630	43,375,247	8.0%
Materials & Supplies	46,117,158	27,821,942	31,592,427	13.6%
Chemicals	6,025,741	6,276,420	6,649,848	5.9%
Building Costs/Rent & Utilities	27,197,992	27,321,392	25,506,380	-6.6%
Printing	455,348	462,100	423,400	-8.4%
Travel	600,637	680,553	826,705	21.5%
Insurance	6,584,584	4,947,248	4,601,362	-6.99%
Transit Programs	51,555,958	55,460,947	57,449,328	3.6%
Operating Capital	-	4,259,342	4,919,370	15.5%
Other Expenses	7,883,257	30,561,026	30,607,510	0.2%
Total Operating Expenses	\$ 474,608,882	\$ 514,474,138	\$ 536,345,778	4.3%
<u>Other Uses</u>				
Passthrough Grants & Loans	\$ 88,463,824	\$ 99,740,843	\$ 95,262,229	-4.5%
Debt Service Obligations	153,650,514	146,351,079	148,698,643	1.6%
Total Other Uses	\$ 242,114,338	\$ 246,091,922	\$ 243,960,872	-0.9%
Total Expenses and Other Uses	\$ 716,723,220	\$ 760,566,060	\$ 780,306,650	2.6%
Change in fund Balance	\$ (1,268,497)	\$ (4,907,236)	\$ (2,125,504)	

**METROPOLITAN COUNCIL
SUMMARY BUDGET
OPERATIONS, PASSTHROUGH AND DEBT SERVICE
2012**

TABLE 2

	Council Operations	Passthrough Grants & Loans	Debt Service Funds	Total
<u>Revenues</u>				
Certified Property Tax Levy	\$ 12,985,850	\$ 16,775,144	\$ 47,172,279	\$ 76,933,273
Property Tax Transfer to Livable Communities	(1,000,000)	1,000,000	-	-
Less: Estimated Uncollectable	(194,786)	(176,627)	(707,585)	(1,078,998)
Net Property Tax Paid by Taxpayers	\$ 11,791,064	\$ 17,598,517	\$ 46,464,694	\$ 75,854,275
Federal Revenues	51,649,548	49,130,240	-	100,779,788
State Revenues	210,219,972	30,910,680	-	241,130,652
Local Revenues	23,892,213	-	-	23,892,213
Municipal Wastewater Charges	104,160,160	-	69,488,840	173,649,000
Industrial Waste Charges	12,745,000	-	-	12,745,000
Passenger Fares	92,689,964	-	-	92,689,964
Contract & Special Event Revenues	9,243,795	-	-	9,243,795
Investment Earnings	2,102,516	1,260,000	276,000	3,638,516
Other Revenues	3,454,939	-	-	3,454,939
Total Revenues	\$ 521,949,171	\$ 98,899,437	\$ 116,229,534	\$ 737,078,142
<u>Other Sources</u>				
MVET Transfers in	\$ 13,703,004	\$ -	\$ -	\$ 13,703,004
SAC Transfers	-	-	23,100,000	23,100,000
ES Contingency Fund Transfer	-	-	4,300,000	4,300,000
Total Other Sources	\$ 13,703,004	\$ -	\$ 27,400,000	\$ 41,103,004
Total Revenues and Other Sources	\$ 535,652,175	\$ 98,899,437	\$ 143,629,534	\$ 778,181,146
<u>Expenses</u>				
Salaries & Benefits	\$ 330,394,201	\$ -	\$ -	\$ 330,394,201
Consulting & Contractual Services	43,375,247	-	-	43,375,247
Materials & Supplies	31,592,427	-	-	31,592,427
Chemicals	6,649,848	-	-	6,649,848
Building Costs/Rent	25,506,380	-	-	25,506,380
Printing	423,400	-	-	423,400
Travel	826,705	-	-	826,705
Insurance	4,601,362	-	-	4,601,362
Transit Programs	57,449,328	-	-	57,449,328
Operating Capital	4,919,370	-	-	4,919,370
Other Operating Expenses	30,607,510	-	-	30,607,510
Pass through Grants & Loans	-	95,262,229	-	95,262,229
Debt Service Obligations	-	-	148,698,643	148,698,643
Total Expenses and Other Uses	\$ 536,345,778	\$ 95,262,229	\$ 148,698,643	\$ 780,306,650
Change in fund Balance	\$ (693,603)	\$ 3,637,208	\$ (5,069,109)	\$ (2,125,504)

**METROPOLITAN COUNCIL
SUMMARY BUDGET
OPERATIONS 2012**

TABLE 3

	General Fund Regional Administration	General Fund Community Development	General Fund Total	HRA & FAHP	Environmental Services Division	Transportation Division (Table 3a)	Capital	2012 Total Council Operations	2011 Adopted Budget	Change
Revenues										
Net Property Taxes Paid by Taxpayers	\$ 8,364,079	\$ 4,426,985	\$ 12,791,064	\$ -	\$ -	\$ -	\$ -	\$ 12,791,064	\$ 8,855,432	44.4%
Property Tax Transfer to Livable Communities	(1,000,000)	-	(1,000,000)	-	-	-	-	(1,000,000)	(1,000,000)	0.0%
Federal Revenues	-	3,000,000	3,000,000	4,418,500	-	44,231,048	-	51,649,548	38,098,923	35.6%
State Revenues	-	-	-	130,131	1,772,957	208,316,884	-	210,219,972	225,084,672	-6.6%
Local Revenues	86,000	-	86,000	-	-	23,806,213	-	23,892,213	14,847,235	60.9%
Municipal Wastewater Charges	-	-	-	-	104,160,160	-	-	104,160,160	100,735,609	3.4%
Industrial Strength Charges	-	-	-	-	12,745,000	-	-	12,745,000	11,472,000	11.1%
Passenger Fares	-	-	-	-	-	92,689,964	-	92,689,964	98,083,645	-5.5%
Contract & Special Event Revenues	-	-	-	-	-	9,243,795	-	9,243,795	5,703,334	62.1%
Investment Earnings	634,516	66,000	700,516	70,000	650,000	682,000	-	2,102,516	2,567,358	-18.1%
Other Revenues	-	-	-	1,935,000	341,240	884,889	293,810	3,454,939	6,492,935	-46.8%
Total Revenues	\$ 8,084,595	\$ 7,492,985	\$ 15,577,580	\$ 6,553,631	\$ 119,669,357	\$ 379,854,793	\$ 293,810	\$ 521,949,171	\$ 510,941,143	2.2%
Transfer in from other funds	-	-	-	-	-	13,703,004	-	13,703,004	-	0.0%
Total Revenues and Other Sources	\$ 8,084,595	\$ 7,492,985	\$ 15,577,580	\$ 6,553,631	\$ 119,669,357	\$ 393,557,797	\$ 293,810	\$ 535,652,175	\$ 510,941,143	4.8%
Expenses										
Salaries & Benefits	\$ 23,691,622	\$ 3,692,470	\$ 27,384,092	\$ 2,967,860	\$ 61,918,337	\$ 238,123,912	\$ -	\$ 330,394,201	\$ 316,534,538	4.4%
Consulting & Contractual Services	9,583,272	3,428,000	13,011,272	1,437,000	12,543,354	16,383,621	-	43,375,247	40,148,630	8.0%
Materials & Supplies	379,475	14,150	393,625	35,000	6,650,483	24,513,319	-	31,592,427	27,821,942	13.6%
Chemicals	-	-	-	-	6,649,848	-	-	6,649,848	6,276,420	5.9%
Building Costs/Rent & Utilities	2,439,895	157,920	2,597,815	203,280	16,351,298	6,314,197	39,790	25,506,380	27,321,392	-6.6%
Printing	195,400	46,750	242,150	88,000	-	93,250	-	423,400	462,100	-8.4%
Travel	342,150	63,600	405,750	55,500	328,455	37,000	-	826,705	680,553	21.5%
Insurance	25,000	-	25,000	120,000	-	4,456,362	-	4,601,362	4,947,248	-7.0%
Transit Programs	-	-	-	-	-	57,449,328	-	57,449,328	55,460,947	3.6%
Operating Capital	213,550	23,260	236,810	26,330	2,995,600	68,820	1,591,810	4,919,370	4,259,342	15.5%
Other Operating Expenses	364,295	66,835	431,130	661,000	1,987,320	27,528,060	-	30,607,510	30,661,026	-0.2%
Total Expenses	\$ 37,234,659	\$ 7,492,985	\$ 44,727,644	\$ 5,593,970	\$ 109,424,695	\$ 374,967,869	\$ 1,631,600	\$ 536,345,778	\$ 514,574,138	4.2%
Other Uses										
Interdivisional Expense Allocation	\$ (28,509,263)	\$ -	\$ (28,509,263)	\$ -	\$ 10,026,512	\$ 18,482,751	\$ -	\$ -	\$ -	N/A
A-87 Charges	(2,338,810)	-	(2,338,810)	644,920	-	1,693,890	-	-	-	N/A
Operating Capital Chargeback	-	-	-	-	472,000	-	(472,000)	-	-	N/A
Transfers From (To) Other Funds	100,000	-	100,000	-	(153,850)	(21,150)	75,000	-	-	N/A
Water Supply Transfer to MCES	100,000	-	100,000	-	(100,000)	-	-	-	(100,000)	100.0%
Total Other Uses	\$ (30,648,073)	\$ -	\$ (30,648,073)	\$ 644,920	\$ 10,244,662	\$ 20,155,491	\$ (397,000)	\$ -	\$ (100,000)	100.0%
Total Expenses and Other Uses	\$ 6,586,586	\$ 7,492,985	\$ 14,079,571	\$ 6,238,890	\$ 119,669,357	\$ 395,123,360	\$ 1,234,600	\$ 536,345,778	\$ 514,474,138	4.3%
Change in fund Balance	\$ 1,498,009	\$ -	\$ 1,498,009	\$ 314,741	\$ -	\$ (1,565,563)	\$ (940,790)	\$ (693,603)	\$ (3,532,995)	-80.4%

**METROPOLITAN COUNCIL
SUMMARY BUDGET
TRANSPORTATION DIVISION OPERATIONS 2012**

TABLE 3a

	Metropolitan Transportation Services				Metro Transit			Metro Transit Total	2012 Division Operating Total	* Unallocated MVET Forecast
	Metro Mobility	Contract Services	Transportation Planning	Metropolitan Transportation Services Total	Bus	Light Rail	Northstar			
Revenues										
State Revenues										
Motor Vehicle Sales Taxes	\$ -	\$ 14,232,000	\$ 196,000	\$ 14,428,000	\$ 150,640,996	\$ 74,696	\$ 2,988,308	\$ 153,704,000	\$ 168,132,000	\$ 9,206,570
State Appropriation & Other	34,868,000	-	-	34,868,000	-	4,170,000	1,146,884	5,316,884	40,184,884	-
Total State Revenues	\$ 34,868,000	\$ 14,232,000	\$ 196,000	\$ 49,296,000	\$ 150,640,996	\$ 4,244,696	\$ 4,135,192	\$ 159,020,884	\$ 208,316,884	\$ 9,206,570
Other Revenues										
Federal Revenues	4,250,000	3,976,369	5,435,230	13,661,599	30,569,449	-	-	30,569,449	44,231,048	-
Local Revenues	-	857,555	102,759	960,314	-	12,734,091	10,111,808	22,845,899	23,806,213	-
Investment Earnings	-	125,000	-	125,000	507,000	50,000	-	557,000	682,000	-
Other Revenues	220,000	-	-	220,000	473,000	191,889	-	664,889	884,889	-
Fares - Base	1,647,339	1,897,887	-	3,545,226	76,471,238	9,637,500	3,036,000	89,144,738	92,689,964	-
Contract & Special Event Revenue	4,142,491	240,000	-	4,382,491	3,902,762	958,542	-	4,861,304	9,243,795	-
Total Revenues	\$ 45,127,830	\$ 21,328,811	\$ 5,733,989	\$ 72,190,630	\$ 262,564,445	\$ 27,816,718	\$ 17,283,000	\$ 307,664,163	\$ 379,854,793	\$ 9,206,570
Transfer in from other funds	-	-	-	-	13,703,004	-	-	13,703,004	13,703,004	(13,703,004)
Total Revenues and Other Sources	\$ 45,127,830	\$ 21,328,811	\$ 5,733,989	\$ 72,190,630	\$ 276,267,449	\$ 27,816,718	\$ 17,283,000	\$ 321,367,167	\$ 393,557,797	\$ (4,496,434)
Expenses										
Salaries & Benefits	\$ 783,990	\$ 748,840	\$ 2,103,660	\$ 3,636,490	\$ 215,731,969	\$ 15,362,512	\$ 3,392,941	\$ 234,487,422	\$ 238,123,912	\$ -
Consulting & Contractual Services	240,000	-	2,206,595	2,446,595	6,082,244	955,654	6,899,128	13,937,026	16,383,621	-
Materials & Supplies	5,282,403	827,405	24,000	6,133,808	15,563,918	1,870,523	945,070	18,379,511	24,513,319	-
Rent & Utilities	86,460	-	131,450	217,910	4,302,139	1,083,427	710,721	6,096,287	6,314,197	-
Printing	33,500	24,750	35,000	93,250	-	-	-	-	93,250	-
Travel	-	-	37,000	37,000	-	-	-	-	37,000	-
Insurance	-	-	-	-	2,297,414	395,948	1,763,000	4,456,362	4,456,362	-
Transit Programs	37,800,740	19,648,588	-	57,449,328	-	-	-	-	57,449,328	-
Operating Capital	43,010	-	25,810	68,820	-	-	-	-	68,820	-
Other Operating Expenses	42,500	20,000	997,230	1,059,730	16,077,170	7,096,909	3,294,251	26,468,330	27,528,060	-
Total Expenses	\$ 44,312,603	\$ 21,269,583	\$ 5,560,745	\$ 71,142,931	\$ 260,054,854	\$ 26,764,973	\$ 17,005,111	\$ 303,824,938	\$ 374,967,869	\$ -
Other Uses										
Interdivisional Expense Alloc-MT & LRT	\$ -	\$ -	\$ -	\$ -	\$ 17,153,117	\$ 1,051,745	\$ 277,889	\$ 18,482,751	\$ 18,482,751	\$ -
A-87- Metropolitan Transportation Services	366,091	349,678	978,121	1,693,890	-	-	-	-	1,693,890	-
Transfers To (From) Other Funds	(21,150)	227,000	-	205,850	(227,000)	-	-	(227,000)	(21,150)	-
Total Other Uses	\$ 344,941	\$ 576,678	\$ 978,121	\$ 1,899,740	\$ 16,926,117	\$ 1,051,745	\$ 277,889	\$ 18,255,751	\$ 20,155,491	\$ -
Total Other Expenses and Other Uses	\$ 44,657,544	\$ 21,846,261	\$ 6,538,866	\$ 73,042,671	\$ 276,980,971	\$ 27,816,718	\$ 17,283,000	\$ 322,080,689	\$ 395,123,360	\$ -
Change in fund Balance	\$ 470,286	\$ (517,450)	\$ (804,877)	\$ (852,041)	\$ (713,522)	\$ -	\$ -	\$ (713,522)	\$ (1,565,563)	\$ (4,496,434)

**METROPOLITAN COUNCIL
SUMMARY BUDGET
PASSTHROUGH GRANTS AND LOANS 2012**

TABLE 4

	Livable Communities								2012 Total Passthrough Grants and Loans	2011 Adopted Budget	Change
	Metro HRA	Parks O&M	Demonstration Account	Tax Base Revitalization Account	Local Housing Incentives Account	Planning Assistance	Suburban Transit Providers	Highway Right- of-Way			
Revenues											
Certified Levies	\$ -	\$ -	\$ 8,184,070	\$ 5,000,000	\$ -	\$ -	\$ -	\$ 3,591,074	\$ 16,775,144	\$ 16,775,144	0.0%
Property Tax Transfer from General Operations	-	-	-	-	1,000,000	-	-	-	1,000,000	1,000,000	0.0%
Less: Market Value Credit Reduction	-	-	-	-	-	-	-	-	-	(441,568)	100.0%
Less: Estimated Uncollectible	-	-	(122,761)	-	-	-	-	(53,866)	(176,627)	(176,627)	0.0%
Net Property Tax Paid by Taxpayers	\$ -	\$ -	\$ 8,061,309	\$ 5,000,000	\$ 1,000,000	\$ -	\$ -	\$ 3,537,208	\$ 17,598,517	\$ 17,156,949	2.6%
Federal Revenues (HUD Housing Assistance)	49,130,240	-	-	-	-	-	-	-	49,130,240	48,469,888	1.4%
State HACA/Market Value Credit	-	-	-	-	-	-	-	-	-	441,568	100.0%
Motor Vehicle Sales Taxes	-	-	-	-	-	-	20,931,430	-	20,931,430	25,645,566	-18.4%
State Housing Assistance (MHFA)	1,439,250	-	-	-	-	-	-	-	1,439,250	1,524,080	-5.6%
State Appropriations	-	8,540,000	-	-	-	-	-	-	8,540,000	8,880,000	-3.8%
Investment Earnings	-	-	750,000	350,000	60,000	35,000	-	65,000	1,260,000	1,260,000	0.0%
Total Revenues	\$ 50,569,490	\$ 8,540,000	\$ 8,811,309	\$ 5,350,000	\$ 1,060,000	\$ 35,000	\$ 20,931,430	\$ 3,602,208	\$ 98,899,437	\$ 103,378,051	-4.3%
Transfer (to) from Other Funds	-	-	(500,000)	-	500,000	-	-	-	-	-	-
Total Revenues and Other Sources	\$ 50,569,490	\$ 8,540,000	\$ 8,311,309	\$ 5,350,000	\$ 1,560,000	\$ 35,000	\$ 20,931,430	\$ 3,602,208	\$ 98,899,437	\$ 103,378,051	-4.3%
Expenses											
Consulting	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 244,180	100.0%
Passthrough Grants	50,569,490	8,540,000	8,311,309	5,350,000	1,560,000	-	20,931,430	-	95,262,229	99,496,663	-4.3%
Total Expenses	\$ 50,569,490	\$ 8,540,000	\$ 8,311,309	\$ 5,350,000	\$ 1,560,000	\$ -	\$ 20,931,430	\$ -	\$ 95,262,229	\$ 99,740,843	-4.5%
Change in fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 35,000	\$ -	\$ 3,637,208	\$ 3,637,208	0.0%

**METROPOLITAN COUNCIL
SUMMARY BUDGET
DEBT SERVICE 2012**

TABLE 5

	Parks and Open Space	Transit	Environmental Services	2012 Total Debt Service	2011 Adopted Budget	Change
Revenues						
Certified Levies	\$ 4,403,622	\$ 42,768,657	\$ -	\$ 47,172,279	\$ 49,303,178	-4.3%
Less: Market Value Credit Reduction	-	-	-	-	(1,848,869)	100.0%
Less: Estimated Uncollectible	(66,055)	(641,530)	-	(707,585)	(739,548)	-4.3%
Net Property Tax Paid by Taxpayers	\$ 4,337,567	\$ 42,127,127	\$ -	\$ 46,464,694	\$ 46,714,761	-0.5%
State HACA/Mkt Value Credit	-	-	-	-	1,848,869	100.0%
Municipal Wastewater Charges	-	-	69,488,840	69,488,840	72,049,000	-3.6%
Investment Earnings	96,000	180,000	-	276,000	276,000	0.0%
Total Revenues	\$ 4,433,567	\$ 42,307,127	\$ 69,488,840	\$ 116,229,534	\$ 120,888,630	-3.9%
Other Sources						
ES General Fund Transfer	\$ -	\$ -	\$ 4,300,000	\$ 4,300,000	\$ -	N/A
SAC Transfers	-	-	23,100,000	23,100,000	20,451,000	13.0%
Total Other Sources	\$ -	\$ -	\$ 27,400,000	\$ 27,400,000	\$ 20,451,000	34.0%
Total Revenues and Other Sources	\$ 4,433,567	\$ 42,307,127	\$ 96,888,840	\$ 143,629,534	\$ 141,339,630	1.6%
Expenses						
Principal Repayment	\$ 6,925,000	\$ 38,055,000	\$ -	\$ 44,980,000	\$ 35,250,000	27.6%
Principal Refunding	-	-	-	-	10,090,000	100.0%
Current Value Credits	-	-	-	-	102,224	100.0%
Transfer to Sewer Bond Fund (Bond Repayment)	-	-	96,888,840	96,888,840	92,397,776	4.9%
Interest Expense/Fiscal Charges	88,363	6,741,440	-	6,829,803	8,511,079	-19.8%
Total Expenses and Other Uses	\$ 7,013,363	\$ 44,796,440	\$ 96,888,840	\$ 148,698,643	\$ 146,351,079	1.6%
Change in fund Balance	\$ (2,579,796)	\$ (2,489,313)	\$ -	\$ (5,069,109)	\$ (5,011,449)	1.2%

**METROPOLITAN COUNCIL
CERTIFIED LEVIES AND LEVY LIMITS
COLLECTABLE IN 2009, 2010, 2011, and 2012**

TABLE 6

					2011-2012 Change	
	2009	2010	2011	2012	Amount	Percent
<u>Non Debt Levies</u>						
<u>General</u>						
General Purposes	\$ 9,300,000	\$ 12,139,232	\$ 8,346,457	\$ 11,985,850	\$ 3,639,393	43.60%
Transfer to Livable Communities	1,000,000	1,000,000	1,000,000	1,000,000	-	0.00%
Total General	\$ 10,300,000	\$ 13,139,232	\$ 9,346,457	\$ 12,985,850	\$ 3,639,393	38.94%
Highway Right-of-Way	\$ 3,426,923	\$ 3,531,797	\$ 3,591,074	\$ 3,591,074	\$ -	0.00%
<u>Livable Communities</u>						
Tax Base Revitalization-Fiscal Disparities	\$ 5,000,000	\$ 5,000,000	\$ 5,000,000	\$ 5,000,000	\$ -	0.00%
Demonstration Account	8,184,070	8,184,070	8,184,070	8,184,070	-	0.00%
Total Livable Communities	\$ 13,184,070	\$ 13,184,070	\$ 13,184,070	\$ 13,184,070	\$ -	0.00%
Total Non Debt Levies	\$ 26,910,993	\$ 29,855,099	\$ 26,121,601	\$ 29,760,994	\$ 3,639,393	13.93%
<u>Debt Service Levies</u>						
Parks Debt Service	\$ 7,536,000	\$ 3,807,400	\$ 7,123,980	\$ 4,403,622	\$ (2,720,358)	-38.19%
Transit Debt Service	39,438,531	41,731,880	42,179,198	42,768,657	589,459	1.40%
Total Debt Service Levies	\$ 46,974,531	\$ 45,539,280	\$ 49,303,178	\$ 47,172,279	\$ (2,130,899)	-4.32%
Total Levies	\$ 73,885,524	\$ 75,394,379	\$ 75,424,779	\$ 76,933,273	\$ 1,508,494	2.00%
<u>Total by Transit and Other Levies</u>						
Transit Levies	\$ 39,438,531	\$ 41,731,880	\$ 42,179,198	\$ 42,768,657	\$ 589,459	1.40%
Other Levies	34,446,993	33,662,499	33,245,581	34,164,616	919,035	2.76%
<u>Statutory Levy Limits</u>						
General Operations	\$ 13,030,596	\$ 13,139,232	\$ 13,359,761	\$ 13,740,100	\$ 380,339	2.85%
Highway ROW	3,502,596	3,531,797	3,591,074	3,693,309	102,235	2.85%
Livable Comm. Fiscal Disparity	5,000,000	5,000,000	5,000,000	5,000,000	-	0.00%
Livable Comm. Demonstration Acct	10,227,832	10,313,101	10,486,196	10,784,728	298,532	2.85%

**METROPOLITAN COUNCIL
SUMMARY BUDGET
REGIONAL ADMINISTRATION BY DEPARTMENT
2012**

	Government Affairs	Communications	Human Resources	Information Services & GIS	Purchasing/ Contracting	Legal	Internal Audit	Office of the Regional Administrator	Diversity and Equal Opportunity	Council & Office of the Chair	Budget & Central Services	Financial Services	Risk Management	Regional Administration Org-Wide	Memo Total
Revenues															
Net Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,364,079	\$ 8,364,079
Prop Tax Transfer to Livable Comm	-	-	-	-	-	-	-	-	-	-	-	-	-	(1,000,000)	(1,000,000)
Investment Earnings	-	-	-	-	-	-	-	-	-	-	-	370,516	-	264,000	634,516
Local & Other Revenues	-	-	-	-	-	-	-	-	-	-	-	-	-	86,000	86,000
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 370,516	\$ -	\$ 7,714,079	\$ 8,084,595
Expenses															
Salaries & Benefits	\$ 350,540	\$ 1,237,740	\$ 3,016,060	\$ 8,478,468	\$ 2,159,550	\$ 1,349,230	\$ 516,900	\$ 444,750	\$ 1,039,500	\$ 500,590	\$ 1,036,414	\$ 2,887,450	\$ 1,115,430	\$ (441,000)	\$ 23,691,622
Consulting & Contractual Services	50,000	334,000	894,135	5,984,315	1,000	1,246,000	6,000	2,000	57,000	-	370,607	620,215	18,000	-	9,583,272
Material & Supplies	700	30,500	165,575	106,000	16,400	5,000	4,000	700	3,700	1,700	2,400	42,500	300	-	379,475
Rent & Utilities	25,420	152,680	159,470	1,250,910	48,220	109,670	18,490	37,750	23,870	38,250	391,240	127,330	56,595	-	2,439,895
Printing	550	55,000	51,000	30,500	-	3,100	500	11,000	1,350	3,200	34,200	5,000	-	-	195,400
Travel	5,500	8,000	75,100	142,000	8,000	1,000	3,200	3,500	3,400	45,000	29,200	11,500	6,750	-	342,150
Insurance	-	-	-	-	-	-	-	-	-	-	-	-	25,000	-	25,000
Operating Capital	1,520	46,300	22,770	75,740	3,030	7,080	4,050	1,520	2,530	2,530	12,070	25,810	8,600	-	213,550
Other Operating Expenses	2,300	78,000	69,680	15,000	26,365	66,000	2,500	4,500	1,700	10,550	29,600	45,000	13,100	-	364,295
Total Expenses	\$ 436,530	\$ 1,942,220	\$ 4,453,790	\$ 16,082,933	\$ 2,262,565	\$ 2,787,080	\$ 555,640	\$ 505,720	\$ 1,133,050	\$ 601,820	\$ 1,905,731	\$ 3,764,805	\$ 1,243,775	\$ (441,000)	\$ 37,234,659
Other Uses															
Interdivisional Expense Alloc-MCES	\$ (161,520)	\$ (260,099)	\$ (942,864)	\$ (4,549,363)	\$ (1,126,836)	\$ (495,233)	\$ (113,344)	\$ (178,911)	\$ (183,131)	\$ (222,680)	\$ (738,960)	\$ (1,066,678)	\$ (150,893)	\$ 164,000	\$ (10,026,512)
Interdivisional Expense Alloc-MT	(170,250)	(189,726)	(2,695,726)	(8,294,811)	(909,498)	(1,706,699)	(202,170)	(182,458)	(426,910)	(234,710)	(232,059)	(1,153,701)	(1,007,399)	253,000	(17,153,117)
Interdivisional Expense Alloc-LRT	(13,100)	(12,000)	(337,147)	(261,487)	-	(63,157)	(130,292)	(10,250)	(94,118)	(18,060)	(4,560)	(110,743)	(15,831)	19,000	(1,051,745)
Interdivisional Expense Alloc-NSTAR	(8,730)	(12,000)	(69,049)	(65,487)	-	(27,530)	-	(6,830)	(3,620)	(12,030)	(4,565)	(70,448)	(2,600)	5,000	(277,889)
A-87 -HRA	-	-	-	-	-	-	-	-	-	-	-	-	-	(644,920)	(644,920)
A-87- Metropolitan Transp Svcs	-	-	-	-	-	-	-	-	-	-	-	-	-	(1,693,890)	(1,693,890)
Subtotal Allocations	\$ (353,600)	\$ (473,825)	\$ (4,044,786)	\$ (13,171,148)	\$ (2,036,334)	\$ (2,292,619)	\$ (445,806)	\$ (378,449)	\$ (707,779)	\$ (487,480)	\$ (980,144)	\$ (2,401,570)	\$ (1,176,723)	\$ (1,897,810)	\$ (30,848,073)
Property Tax Transfers	-	-	-	-	-	-	-	-	-	-	-	-	-	100,000	100,000
Water Supply Transfer to MCES	-	-	-	-	-	-	-	-	-	-	-	-	-	100,000	100,000
Total Other Uses	\$ (353,600)	\$ (473,825)	\$ (4,044,786)	\$ (13,171,148)	\$ (2,036,334)	\$ (2,292,619)	\$ (445,806)	\$ (378,449)	\$ (707,779)	\$ (487,480)	\$ (980,144)	\$ (2,401,570)	\$ (1,176,723)	\$ (1,697,810)	\$ (30,648,073)
Total Expenses and Other Uses	\$ 82,930	\$ 1,468,395	\$ 409,004	\$ 2,911,785	\$ 226,231	\$ 494,461	\$ 109,834	\$ 127,271	\$ 425,271	\$ 114,340	\$ 925,587	\$ 1,363,235	\$ 67,052	\$ (2,138,810)	\$ 6,586,586
Change in Fund Balance															\$ 1,498,009

Metropolitan Council 2012 Summary Budget

Regional Administration

MISSION:

Regional Administration should provide essential, integrated management, support, and oversight services to the Council and its operating units. The unit should provide leadership in anticipating changes and potential issues for the agency and build effective partnerships and relationships through strong customer service. They also should continually strive to improve the day-to-day service delivery and support, and facilitate stakeholder input to regional decision making.

ORGANIZATION

Regional Administration, which includes the Offices of the Chair and Regional Administrator, coordinates and provides centralized service functions for the benefit of the operating and line divisions of the Council. The organization chart in the Authority and Organization section (p. 1-5) of the budget shows reporting relationships within Regional Administration. Regional Administration services are provided to the business units on a cost reimbursement basis and the costs are shared under procedures documented in the Council's "Internal Cost Allocation Plan." The departmental budgets are developed through joint work planning involving administrative unit managers and business unit management with the majority of the costs being allocated to the operating divisions. Also, on a quarterly basis the 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.

REGIONAL ADMINISTRATION DEPARTMENTS

The **Legal Department** assists the Council with all appropriate federal and state legal compliance requirements. They are responsible for realigning internal legal staff assignments and external legal service providers so that high quality, cost-competitive legal services are delivered. They also facilitate and encourage the employment of preventive legal service practices throughout the organization.

The **Risk Management** department advises Council management on appropriate risk management strategies to manage risk and minimize loss. They are also responsible for developing a strategic plan for risk management, and assisting each division in analyzing loss exposures and identifying risk management tools/resources to manage those costs.

The **Office of Diversity** ensures equal opportunity and promotes a value for diversity in the Council's employment, housing and procurement activities. They also provide guidance in the areas of recruitment and outreach, disability management, workforce statistical information, investigation of equal opportunity/discrimination complaints and programs for disadvantaged business enterprises.

The **Contract and Procurement** department assists all divisions in obtaining solicitations for goods and services, creating of purchase orders, and executing contracts. They are also required to follow processes and maintain records that demonstrate compliance with procurement policy and procedures.

Metropolitan Council 2012 Summary Budget Regional Administration

The **Budget and Evaluation** function coordinates the development of annual unified operating budgets, and five-year capital program and annual capital budget. They also oversee and coordinate issuance of Council sponsored debt, and administer and monitor Council cost sharing/allocation programs.

The **Program Evaluation and Audit** department is the internal evaluation function for the Metropolitan Council that conducts reviews, audits, evaluations and investigations of Council programs and activities. Program Evaluation and Audit activities and reports are approved by the Audit Committee and the Regional Administrator

The **Communications** staff works to increase public awareness and understanding of the Council and its role in improving the quality of life and livability in the region. The unit plans, coordinates and implements strategic external communications and employee communications. The unit also provides communication assistance to Council divisions so they can better accomplish their goals and objectives.

The **Human Resources** department is responsible for the administration of employee benefits, employee relations, classification and compensation, training and development, grievance and appeals, internal and external customer satisfaction. The six human resource management functions within department are administration, LOD, talent management, labor relations, benefits, health, and HRIS.

The **Fiscal Services** department is responsible for collecting, monitoring, analyzing, and presenting financial data including outstanding bonded indebtedness, capital projects, grants, and other general ledger activities. Other responsibilities include processing cash receipts and all pay requests, preparing the Comprehensive Annual Financial Report, investment of cash resources, and processing payroll.

The **Central Services** function administers centralized support services for their MCES, MTS and RA customers, including facilities operation and management, mailroom, receptionist services, and other miscellaneous services.

The **Information Services** department is responsible for storing information, protecting information, processing the information, transmitting the information as necessary, and later retrieving information as necessary. The department also partners with the operating units in planning, developing, and implementing business systems that support the goals of the business units and enhance quality and efficiency.

The **GIS** function uses powerful computer technology to display and process information geographically. This technology is used to produce the maps used throughout the Council. The GIS department helps Council staff in using this technology to efficiently and accurately analyze and communicate issues of concern to the Council. Also, they are developing opportunities for sharing GIS data, services and expertise with surrounding counties to facilitate coordination of the region's development.

Metropolitan Council 2012 Summary Budget Regional Administration

BUDGET OVERVIEW

The 2012 budgeted expenditures for Regional Administration is \$37,234,659 with 64% used for staffing costs, 26% representing consulting or contractual services related expenses and the balance comprised of rent, utilities, training, supplies, and other expenses.

Approximately \$31 million, or 83%, of Regional Administration expenses are shared or allocated to business units under the Council's cost allocation and Federal Office of Management and Budget (OMB) A-87 guidelines. Property tax revenues fund the majority of the remaining expenditures.

Regional Administration 2012 expenditures increased by about \$1.6 million or 4%. The increase was driven by overall cost increases in the Information Services department with software maintenance and contractual services increasing .75 million, staff additions .60 million, and Document Management increasing .25 million.

STAFFING

The Regional Administration staff has a net increase of 2.45 FTE's over the 2011 adopted numbers. Six total positions were added in Diversity and Purchasing to satisfy the Governor's objective for Targeted Group Businesses. An additional management position was also added in Purchasing. The remaining partial FTE was used to make certain positions full time to aid in hiring process to fill such positions. The total net increase factors in five vacant positions.

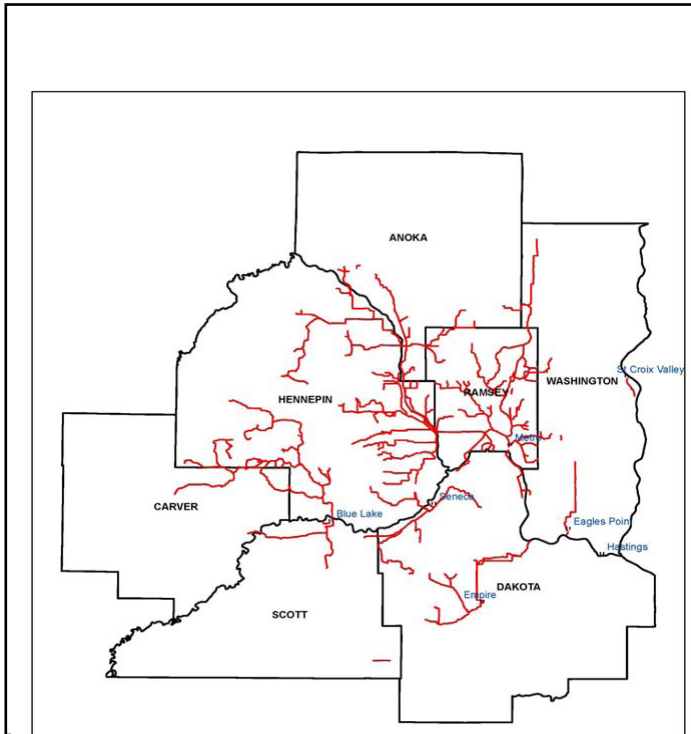
**METROPOLITAN COUNCIL
SUMMARY BUDGET
ENVIRONMENTAL SERVICES DIVISION
2012**

	Operations	Debt Service	Division Total
<u>Revenues</u>			
Municipal Wastewater Charges	\$ 104,160,160	\$ 69,488,840	\$ 173,649,000
Industrial Waste Charges	12,745,000	-	12,745,000
State Revenues	1,772,957	-	1,772,957
Investment Earnings	650,000	-	650,000
Other Revenue	341,240	-	341,240
Total Revenues	\$ 119,669,357	\$ 69,488,840	\$ 189,158,197
<u>Other Sources</u>			
SAC Transfers	-	\$ 23,100,000	\$ 23,100,000
ES Contingency Fund Transfer	-	4,300,000	4,300,000
Total Other Sources	-	\$ 27,400,000	\$ 27,400,000
Total Revenues and Other Sources	\$ 119,669,357	\$ 96,888,840	\$ 216,558,197
<u>Expenses</u>			
Salaries & Benefits	\$ 61,918,337	-	\$ 61,918,337
Consulting & Contractual Services	12,543,354	-	12,543,354
Materials & Supplies	6,650,483	-	6,650,483
Chemicals	6,649,848	-	6,649,848
Utilities	16,351,298	-	16,351,298
Other Operating Expenses	1,987,320	-	1,987,320
Capital Outlay, IS Projects	1,995,600	-	1,995,600
Travel & Professional Development	328,455	-	328,455
Capital Projects	1,000,000	-	1,000,000
Debt Service	-	96,888,840	96,888,840
Total Expenses	\$ 109,424,695	\$ 96,888,840	\$ 206,313,535
<u>Other Uses</u>			
Interdivisional Expense Allocation-MCES	\$ 10,026,512	-	\$ 10,026,512
Operating Capital Chargeback	472,000	-	472,000
Transfer from General Fund	(153,850)	-	(153,850)
Water Supply Transfer to MCES	(100,000)	-	(100,000)
Total Other Uses	\$ 10,244,662	-	\$ 10,244,662
Total Expenses and Other Uses	\$ 119,669,357	\$ 96,888,840	\$ 216,558,197
Change in fund Balance	-	-	-

Metropolitan Council 2012 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 106 communities,
- Treats approximately 250 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.

2012 Budget Planning

The 2012 Annual Budget focuses on meeting the objectives and expected outcomes that align with the Council and MCES's strategic goals.

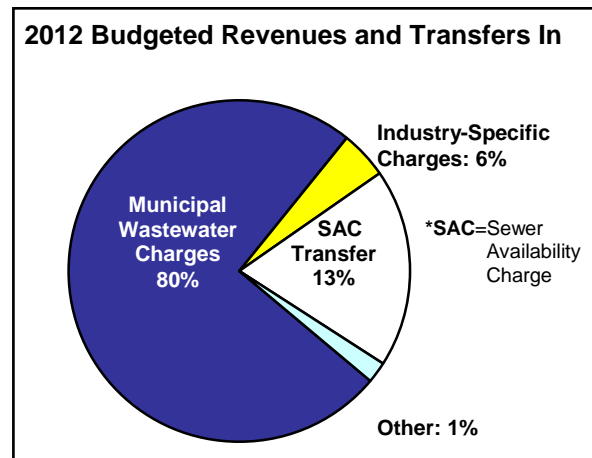
The following considerations were the top priorities during the planning of the 2012 budget.

- Meeting regulatory requirements.
- Retaining competitive rates and charges.
- Meeting customer expectations for quality and level of service.
- Supporting regional growth.
- Fully funding the current cost of all programs.
- Addressing SAC Reserve's declining balance by shifting some costs to Municipal Wastewater customers via use of operating and contingency reserve funds.

- Reducing expenses so that Municipal Wastewater Charges can be kept close to last year (a .5% increase is budgeted).

Revenue

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 provided. Revenues include the municipal wastewater charge (MWC) based on volume, industry-specific charges based on service provided, sewer availability charges to cities (SAC) based on capacity demand and miscellaneous revenues. The graphic on the left depicts the percentages of the 2012 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 80 percent of MCES’s projected total operating revenue sources in 2012.

Impact of Changes in System Flow. Despite thousands of new connections each year, the system flow has been trending down. Factors that contribute to this trend are weather, system improvements to reduce unnecessary clear water inflow and infiltration, more water-efficient equipment, industrial decline. “Flow years” are the twelve months ending June 30 of each year. The ten-year average flow was 103 billion gallons (BG) in 2003. The flow used for the 2012 MWC budget is 94BG.

Total revenue from MWCs in 2012 is budgeted to increase 0.5% percent, however, individual city results will vary depending on how much a city’s flow varies from the average (e.g. if a city’s flow increases more than the system average, that city’s MWCs will increase more than .5%).

Sewer Availability Charges (SAC)—Communities pay MCES for additional capacity demanded by new development or increased industrial or commercial use. Communities typically 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 2012 adopted basic SAC rate is \$2,365 per residence or equivalent unit.

The SAC revenue is intended to pay for the average cost of growth in the system and is used to finance the reserve capacity portion of capital costs to build and maintain the wastewater system. Reserve capacity (the unused portion of the system built for future users) currently averages about 30%. This results in a budgeted 2012 SAC transfer of \$27.4 million. However, due to the recession, the past several years of SAC receipts have been short of covering SAC’s share of annual debt service. The SAC reserve fund has been large enough to cover these shortfalls,

Metropolitan Council 2012 Adopted Unified Budget Environmental Services Division

however, the cumulative effect caused the fund to drop 77% over the past four years, requiring that something more be done to keep the fund solvent. Therefore, legislation was passed in 2010 to allow the Council to shift the some needed funding from SAC payers (future users) to current wastewater customers; this involves an annual process that includes an appropriate study and public hearing. In the future, if the economy recovers to a sufficient level, a “shift back” would occur and SAC receipts will be used to reimburse the wastewater customers.

The 2012 budget assumes a shift of \$4.3 million of SAC’s share of debt service to wastewater customers. Last year this shift was \$4.5 million, which was funded from an increase in Municipal Wastewater Charges. The 2012 shift however will be funded from the wastewater Operations & Contingency Reserve Fund, so it will cause no direct increase in MWCs. In May 2011, Council approved the designation of \$15.3 million of Operations & Contingency Reserve funds to be used for the 2012 SAC shift and for anticipated future SAC shifts.

Industry-Specific Charges—Industries pay MCES directly for a variety of charges that are targeted to specific customer services. These include:

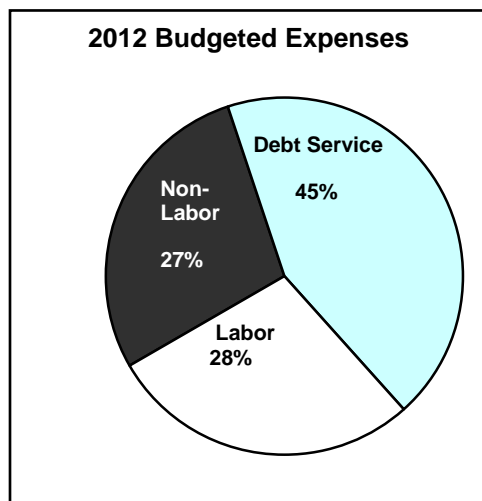
- 1) Industrial strength charges
- 2) Liquid waste hauler load charges
- 3) Industrial discharge and permit fees
- 4) Temporary capacity charges

The industrial strength charge provides three quarters of the industry-specific revenues. It covers the higher treatment costs of industrial waste that is higher strength than domestic strength waste. Total Industry-Specific Charges represent about 6% of MCES’ budgeted revenue in 2012.

Other Revenue—the remaining one percent of 2012 budgeted revenue includes interest earnings, several state contracts including \$1 million I/I grant, Clean Water Heritage Funds for the Water Supply program and miscellaneous revenues.

Expenses

MCES expenses are categorized in one of three areas: labor expenses, non-labor expenses and debt service expenses. The graphic below depicts the percentages that each of the expense areas makes up of the total costs.



Labor—From 1,171 FTEs (Full Time Equivalent employees) in 1995, an aggressive staffing reduction plan brought us to a level of 695 FTEs in 2005-2010. Some further reductions last year will bring FTEs down to 676 for 2012. This helps offset double digit medical expense increases. Labor expenses account for 28 percent of total expenses.

Metropolitan Council 2012 Adopted Unified Budget
Environmental Services Division

Non-Labor Expenses— this category includes operational expenses such as contracted maintenance and other services, utilities, materials, chemicals, as well as interdivisional expenses for services shared with other Council divisions. In total, the 2012 budget for these expenses is about equal to the 2011 budget. Due to continuing conservation programs, utility costs are budgeted to decrease 3.4% (\$574,000). In 2012, non-labor expenses account for 27 percent of total expenses.

Debt Service—Debt service includes principal and interest on Council wastewater bonds and PFA loans. Almost always, this borrowing has been financed over a 20-year term; the overall average interest cost on outstanding debt at year-end 2010 is 3.34%. In 2012, debt service costs account for 45 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 2012 Adopted Unified Budget
Environmental Services Division*

ENVIRONMENTAL SERVICES

SUMMARY 2010 Actual-2012 Budget (\$000)

REVENUE			
	2010 Actual	2011 Budget	2012 Budget
Municipal Wastewater Charges	\$ 167,410	\$ 172,785	\$ 173,649
Transfer from Operations & Cont. Fund	-	-	4,300
SAC Transfer	30,365	20,451	23,100
Industry-Specific Charges	12,185	11,472	12,745
Other Sources	7,905	4,016	3,018
Total Revenue & Other Sources	\$ 217,865	\$ 208,724	\$ 216,812
EXPENSE			
Labor	\$ 63,592	\$ 59,742	\$ 61,918
Non-Labor	51,591	57,982	57,005
Debt Service	92,659	92,500	96,889
Pay-As-You-Go	1,000	1,000	1,000
Total Expense	\$ 208,842	\$ 211,224	\$ 216,812
Surplus (Deficit)	\$ 9,023	\$ (2,500)	\$ -

**METROPOLITAN COUNCIL
SUMMARY BUDGET-BY FUND TYPE
TRANSPORTATION DIVISION
2012**

	Governmental Fund Types					Proprietary Fund Types							Memo Total			
	Special Revenue Funds				Subtotal Special Rev	Enterprise Fund				Division Operating Total	Passthrough					
	Metro Mobility	Transportation Planning	Regional Dial- a-Ride	Fixed Route		Metro Transit Bus	Metro Transit LRT	Metro Transit Northstar	Metro Transit Total		Transit Debt Service Funds	Suburban Transit Providers		Hwy Right-of- way Program		
Revenues																
State Revenues																
Motor Vehicle Sales Taxes	\$ -	\$ 196,000	\$ 4,161,000	\$ 10,071,000	\$ 14,428,000	\$ 150,640,996	\$ 74,696	\$ 2,988,308	\$ 153,704,000	\$ 168,132,000	\$ -	\$ 20,931,430	\$ -	\$ 189,063,430		
State Appropriation	34,868,000	-	-	-	34,868,000	-	4,170,000	-	4,170,000	39,038,000	-	-	-	39,038,000		
Other State Revenue	-	-	-	-	-	-	-	1,146,884	1,146,884	1,146,884	-	-	-	1,146,884		
Total State Revenues	\$ 34,868,000	\$ 196,000	\$ 4,161,000	\$ 10,071,000	\$ 49,296,000	\$ 150,640,996	\$ 4,244,696	\$ 4,135,192	\$ 159,020,884	\$ 208,316,884	\$ -	\$ 20,931,430	\$ -	\$ 229,248,314		
Other Revenues																
Net Property Taxes	-	-	-	-	-	-	-	-	-	-	42,127,127	-	3,537,208	45,664,335		
Federal Revenues	4,250,000	5,435,230	609,000	3,367,369	13,661,599	30,569,449	-	-	30,569,449	44,231,048	-	-	-	44,231,048		
Local Revenues	-	102,759	-	857,555	960,314	-	12,734,091	10,111,808	22,845,899	23,806,213	-	-	-	23,806,213		
Investment Earnings	-	-	25,000	100,000	125,000	507,000	50,000	-	557,000	682,000	180,000	-	65,000	927,000		
Other Revenues	220,000	-	-	-	220,000	473,000	191,889	-	664,889	884,889	-	-	-	884,889		
Fares - Base	1,647,339	-	154,448	1,743,439	3,545,226	76,471,238	9,637,500	3,036,000	89,144,738	92,689,964	-	-	-	92,689,964		
Contract & Special Event Revenue	4,142,491	-	240,000	-	4,382,491	3,902,762	958,542	-	4,861,304	9,243,795	-	-	-	9,243,795		
Total Revenues	\$ 45,127,830	\$ 5,733,989	\$ 5,189,448	\$ 16,139,363	\$ 72,190,630	\$ 262,564,445	\$ 27,816,718	\$ 17,283,000	\$ 307,664,163	\$ 379,854,793	\$ 42,307,127	\$ 20,931,430	\$ 3,602,208	\$ 446,695,558		
Transfer in from other funds	-	-	-	-	-	13,703,004	-	-	13,703,004	13,703,004	-	-	-	13,703,004		
Total Revenues and Other Sources	\$ 45,127,830	\$ 5,733,989	\$ 5,189,448	\$ 16,139,363	\$ 72,190,630	\$ 276,267,449	\$ 27,816,718	\$ 17,283,000	\$ 321,367,167	\$ 393,557,797	\$ 42,307,127	\$ 20,931,430	\$ 3,602,208	\$ 460,398,562		
Expenses																
Salaries & Benefits	\$ 783,990	\$ 2,103,660	\$ 68,050	\$ 680,790	\$ 3,636,490	\$ 215,731,969	\$ 15,362,512	\$ 3,392,941	\$ 234,487,422	\$ 238,123,912	\$ -	\$ -	\$ -	\$ 238,123,912		
Consulting & Contractual Services	240,000	2,206,595	-	-	2,446,595	6,082,244	955,654	6,899,128	13,937,026	16,383,621	-	-	-	16,383,621		
Materials & Supplies	5,282,403	24,000	166,556	660,849	6,133,808	15,563,918	1,870,523	945,070	18,379,511	24,513,319	-	-	-	24,513,319		
Rent & Utilities	86,460	131,450	-	-	217,910	4,302,139	1,083,427	710,721	6,096,287	6,314,197	-	-	-	6,314,197		
Printing	33,500	35,000	-	24,750	93,250	-	-	-	-	93,250	-	-	-	93,250		
Travel	-	37,000	-	-	37,000	-	-	-	-	37,000	-	-	-	37,000		
Insurance	-	-	-	-	-	2,297,414	395,948	1,763,000	4,456,362	4,456,362	-	-	-	4,456,362		
Transit Programs	37,800,740	-	5,379,403	14,269,185	57,449,328	-	-	-	-	57,449,328	-	-	-	57,449,328		
Operating Capital	43,010	25,810	-	-	68,820	-	-	-	-	68,820	-	-	-	68,820		
Debt Service	-	-	-	-	-	-	-	-	-	-	44,796,440	-	-	44,796,440		
Passthrough Grants & Loans	-	-	-	-	-	-	-	-	-	-	-	20,931,430	-	20,931,430		
Other Operating Expenses	42,500	997,230	-	20,000	1,059,730	16,077,170	7,096,909	3,294,251	26,468,330	27,528,060	-	-	-	27,528,060		
Total Expenses	\$ 44,312,603	\$ 5,560,745	\$ 5,614,009	\$ 15,655,574	\$ 71,142,931	\$ 260,054,854	\$ 26,764,973	\$ 17,005,111	\$ 303,824,938	\$ 374,967,869	\$ 44,796,440	\$ 20,931,430	\$ -	\$ 440,695,739		
Other Uses																
Interdivisional Expense Allocation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,153,117	\$ 1,051,745	\$ 277,889	\$ 18,482,751	\$ 18,482,751	\$ -	\$ -	\$ -	\$ 18,482,751		
A-87- Metropolitan Transportation Services	366,091	978,121	31,777	317,901	1,693,890	-	-	-	-	1,693,890	-	-	-	1,693,890		
Transfers (From) To Other Funds	(21,150)	-	-	227,000	205,850	(227,000)	-	-	(227,000)	(21,150)	-	-	-	(21,150)		
Total Other Uses	\$ 344,941	\$ 978,121	\$ 31,777	\$ 544,901	\$ 1,899,740	\$ 16,926,117	\$ 1,051,745	\$ 277,889	\$ 18,255,751	\$ 20,155,491	\$ -	\$ -	\$ -	\$ 20,155,491		
Total Expenses and Uses	\$ 44,657,544	\$ 6,538,866	\$ 5,645,786	\$ 16,200,475	\$ 73,042,671	\$ 276,980,971	\$ 27,816,718	\$ 17,283,000	\$ 322,080,689	\$ 395,123,360	\$ 44,796,440	\$ 20,931,430	\$ -	\$ 460,851,230		
Change in fund Balance	\$ 470,286	\$ (804,877)	\$ (456,338)	\$ (61,112)	\$ (852,041)	\$ (713,522)	\$ -	\$ -	\$ (713,522)	\$ (1,565,563)	\$ (2,489,313)	\$ -	\$ 3,602,208	\$ (452,668)		

Metropolitan Council 2012 Summary Budget

Transportation Division

MISSION

The Mission of Metropolitan Transportation Services (MTS) is to:

- Lead regional multi-modal transportation planning for the seven county metropolitan area.
- Provide a wide range of contracted transit services.

ORGANIZATION

The organization chart in the Authority and Organization section (p. 1-4 to 1-5) of the budget shows MTS reporting relationships to the Regional Administrator, Chair and the Council. This division performs two major functions. They are:

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

Staff also participates in transportation planning efforts throughout the region, such as highway corridor studies, transitway studies, long-range airport planning, freight studies, air quality conformance analyses, travel demand modeling, bikeway and pedestrian planning, 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 dial-a-ride service to persons certified under the Americans with Disabilities Act (ADA) through seven contracts.
- **Transit Link** – Provides general public dial-a-ride transit service where fixed route is not available in Anoka, Washington, Dakota, Scott, Carver, Hennepin and Ramsey counties through five contracts.
- **Fixed Routes** – Provide small, medium, and large regular route bus transit service through eight contracts and also includes the regional vanpool program, Van Go, which focuses in areas without regular route transit or for commuters not served by regular route transit.
- **Suburban Transit Providers (STP)** – Twelve communities have chosen to provide their own transit service. Two consortiums have been created and four cities provide transit service through contracts with various private, public, and non-profit entities. The Council passes-through operating funds to the Suburban Transit programs.

Metropolitan Council 2012 Summary Budget Transportation Division

BUDGET OVERVIEW

Total Revenues

Metropolitan Transportation Services' revenues increased 13.2% from 2011 to 2012.

This increased need for revenues is primarily driven by MTS using fund balance amounts over Council target policies in 2011. Once these fund balances are exhausted MTS will require additional regional funding to run its transit programs. Also, in 2012, MTS now budgets for pass-through programs that were not previously reported in MTS's original budget. These program expenses are offset by additional federal revenues.

Total Expenses

Metropolitan Transportation Services' expenses increased 9.3% from 2011 to 2012.

The Fixed Route budget is increasing at 2.9% in 2012 to keep up with increased fuel costs and contract rate increases. The Planning budget is increasing by 52% due to a budgeting change which requires the program to now report pass-through programs of \$1.8M. This program expense is offset by federal revenues. MTS is also maintaining its Transit Link program at 2010 and 2011 budgeted levels. Finally, Metro Mobility's budget is increasing at 9.1% in 2012 to keep up with increased fuel costs and anticipated 5% growth in ridership demand and meet mandated federal and state requirements.

STAFFING

Full-time equivalent positions are anticipated to remain constant at 2011 budget levels. Current FTEs are listed below:

<u>Department</u>	<u>Category/Function</u>	<u>Positions</u>
Transportation Planning		20
Metro Mobility		10
Fixed Route and Regional Dial-a-Ride		8
	Total	<u>38</u>

METRO TRANSIT - BUS OPERATIONS

Introduction

As the largest operator of bus service, the first and only operator of light rail in the Twin Cities region and the operator of the region's first commuter rail line, 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 256,000 times.

The 1,383 operators and 477 mechanics support an 879 bus fleet serving 123 local, express and contract routes. In service to its customers, Metro Transit drives over 97,891 miles each weekday. Metro

Metropolitan Council 2012 Summary Budget Transportation Division

Transit provides service that result in fewer cars on Twin Cities roadways and a reduction in congestion. In 2012, 81.6 million customers are expected to ride on Metro Transit buses and trains.

The Metro Transit budget assumes the continuation of the current fare structure from October 2008, adjusted State general funding as enacted by the State Legislature in 2011, State forecasted Motor Vehicle Sales Taxes (MVST) revenue and a CTIB grant for Transit Operating Assistance for Hiawatha Light Rail and Northstar Commuter Rail

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 2012 budget brings together numerous policy choices governing services provided by Metro Transit. Metro Transit has established guidelines to help decide where, when, and how much fixed route bus service is delivered, how frequently it runs, as well as service quality parameters. Metro Transit also decides what levels of marketing, advertising, customer service information, and customer relations to provide, consistent with the mobility needs of the region. Metro Transit recommends maintaining the level and structure of the fare system, which reflects the fare adjustments, implemented in October 2008.

Passenger fares provide about 30% of Metro Transit operating revenue with motor vehicle sales taxes and State general funds providing most of the remainder. The State legislature determines the amount of State funds available in two-year, biennial appropriations. The 2011 Legislative Special Session resulted in a \$51.7M one-time State General Fund appropriation reduction for transit operations for the SFY 2012-2013 biennium. Budget solutions have been identified and have been applied to reduce the impact of this reduction including: increased Counties Transit Improvement Board (CTIB) funding for transitway operations, use of excess Suburban Transit Provider (STP) reserves, use of Highway Right-of-Way Acquisition Loan Fund (RALF) balances, Metro Transit administrative and transit service reductions and use of existing MVST fund balances. 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.

FINANCIAL ANALYSIS

Financial and Resource Outlook

The Metro Transit - Bus operating budget reflects revenue of \$276.3 million and expenses of \$277 million, with a planned use of reserves of \$0.7 million.

Metropolitan Council 2012 Summary Budget

Transportation Division

Revenue

Metro Transit revenue budget in 2012 is \$276.3 million. Revenue increased \$7.2 million from the 2011 adopted Budget of \$269.1 million. 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 2012 Transportation Division budget are based on the February 2011 State forecast.

	<u>Budget</u>	<u>Budget</u>	<u>Change</u>	<u>%</u>
	<u>2011</u>	<u>2012</u>		
Transit Fund	142.8	150.6	7.8	5.5%
Passenger Fares	81.8	77.5	-4.3	-5.3%
State General Fund	20.0	0.0	-20	-100.0%
Federal Funds	21.2	30.6	9.4	44.2%
Other Funds Transfer	0.0	13.7	13.7	100.0%
Other	3.3	3.9	0.6	18.3%
Total	269.1	276.3	7.2	2.7%

Expenses

Metro Transit expense budget in 2012 is \$277 million, an increase of \$7.9 million from the 2011 adopted budget of \$269.1 million. The expense increases are largely attributed to a 11% increase in Healthcare costs, Service Re-routes due to construction and Special Event coverage.

	<u>Budget</u>	<u>Budget</u>	<u>Change</u>	<u>%</u>
	<u>2011</u>	<u>2012</u>		
Salaries & Benefits	209.3	215.7	6.4	3.1%
Fuel	21.4	23.4	2.0	9.4%
Materials Supp	15.5	15.6	0.1	0.4%
Council Allocation	16.5	17.2	0.7	4.0%
Other	6.4	5.1	-1.3	-20.3%
Total	269.1	277.0	7.9	2.9%

Personnel

Full-time equivalent positions reflected in the 2012 budget for Metro Transit–Bus & Rail are:

Bus Operators	1,383.18
Mechanics: vehicle & facilities	477.0
Supervisory/Professional & Police	378.8
Clerical	196.3
SWLRT	7.0
<u>CCLRT</u>	<u>87.3</u>
Total FTE*	2,529.58

Includes 87.3 FTE's for the Central Corridor Capital Project and 7.0 FTE's for the Southwest Light Rail Transit Capital Project. Bus operators, mechanics and clerical employees are represented by Amalgamated Transit Union (ATU) Local 1005. Police officers are represented by Law Enforcement

Metropolitan Council 2012 Summary Budget

Transportation Division

Labor Services (LELS). Supervisors and managers are represented by Transit Managers and Supervisors Association (TMSA).

METRO TRANSIT - HIAWATHA LIGHT RAIL OPERATIONS

INTRODUCTION

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

Metro Transit now offers numerous bus routes with connecting service and timed transfers at 17 light rail stations. There are nearly 1,800 free parking spaces near Hiawatha Light Rail stations, including Park and Ride lots at Midtown/Lake Street, Fort Snelling and 28th Avenue near the Mall of America.

FINANCIAL ANALYSIS

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

The Hiawatha line debuted with a fleet of 24 light-rail cars in 2004. To help keep up with increased customer demand, three new light-rail cars were added to the fleet in 2007; the first fleet expansion since service began. This fleet addition increased the rail system's capacity to carry customers at times when demand is highest but also ensured less pressure on the system's maintenance schedule. In 2009, the Hiawatha line also began the expansion of its station platforms to accommodate three car trains in the future to meet growing ridership demand, with finished construction in 2010. In early 2011, Metro Transit ordered ten new light rail cars to be delivered in 2012 and 2013, with plans to order two more option cars by end of year 2011.

Revenue

Metro Transit Light Rail revenue budget in 2012 is \$27.8 million. For the 2012 calendar year, passenger fares will generate \$10.2 million for rail operations. Other sources of revenue include M.A.C. Airport Shuttle service revenue; State of Minnesota general fund appropriations, MVST, advertising, and the County Transportation Improvement Board.

	<u>Budget</u>	<u>Budget</u>	<u>Change</u>	<u>%</u>
	<u>2011</u>	<u>2012</u>		
MVST	1.5	0.07	-1.43	-100.0%
State General Fund	5.2	4.2	-1.0	-19.2%
CTIB	7.3	12.7	5.4	73.9%
Passenger Fares	10.7	10.2	-0.5	-4.7%
Other Funds	1.4	0.6	-0.8	-57.1%
Total	26.1	27.8	1.7	6.5%

Metropolitan Council 2012 Summary Budget

Transportation Division

Expenses

Metro Transit expense budget in 2012 is \$27.8 million, up \$1.1 million from the 2011 adopted budget of \$26.7 million. Expense increases are in labor and fringe benefits, propulsion, utilities and parts.

	<u>Budget</u>	<u>Budget</u>		
	<u>2011</u>	<u>2012</u>	<u>Change</u>	<u>%</u>
Salaries & Ben	14.9	15.4	0.5	3.3%
Propulsion	1.4	1.6	0.2	14.3%
Materials Supp	1.4	1.8	0.4	28.5%
Council Allocation	1.0	1.1	0.1	10.0%
Other	8.0	7.9	-0.1	-1.2%
Total	26.7	27.8	1.1	4.1%

Full-time equivalent positions included in the 2012 budget for Metro Transit-Rail are:

Rail Operators	55.8
Mechanics: vehicle & facilities	76.5
Supervisory & Professional	41.9
Clerical	<u>9.0</u>
Total FTE	183.2

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).

METRO TRANSIT – NORTHSTAR COMMUTER RAIL OPERATIONS

INTRODUCTION

The Northstar Corridor Commuter Rail Project cleared its final hurdle on December 11, 2007, when it received a commitment for \$156.8 million in federal matching funding for construction and trains with the Federal Full Funding Grant Agreement. The state and federal funding, combined with the significant commitment of the regional rail authorities for Anoka, Hennepin, and Sherburne counties, as well as contributions from the Metropolitan Council and the Minnesota Twins allowed Northstar construction to get fully underway. The Northstar Commuter Line began passenger service in late 2009, with service from Big Lake to Minneapolis with its first year of revenue operations in 2010. Before this service began, startup activities included hiring managers, hiring and training staff, developing operating procedures, and ordering parts and supplies.

Northstar Commuter Rail Service opened in late 2009 with five stations, and weekday service of 5 trains serving Minneapolis and 1 train servicing the reverse commute. Service provided by 4 car trains with a 560 passenger per train capacity. In 2010, Metro Transit received permission from the Metropolitan Council to purchase a sixth locomotive to meet service demand and required maintenance intervals. The purchase of this sixth locomotive will be completed by end of year 2011.

Metropolitan Council 2012 Summary Budget Transportation Division

FINANCIAL ANALYSIS

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

Revenue

Metro Transit Commuter Rail revenue budget in 2012 is \$17.3 million. For the 2012 calendar year, passenger fares will generate \$3.1M for rail operations. In addition, the County Transportation Improvement Board, Sherburne County, Greater Minnesota and the Transit Fund will provide the remaining operating resources.

	<u>Budget</u>	<u>Budget</u>	<u>Change</u>	<u>%</u>
	<u>2011</u>	<u>2012</u>		
MVST	5.7	2.9	-2.8	-49.1%
CTIB	5.7	8.9	3.2	56.1%
Passenger Fares	3.4	3.1	-0.3	-8.8%
Sherburne County	1.1	1.2	0.1	9.1%
Greater Minnesota	1.1	1.2	0.1	9.1%
Total	17.0	17.3	0.3	1.8%

Expenses

Metro Transit Commuter Rail expense budget in 2012 is \$17.3 million.

	<u>Budget</u>	<u>Budget</u>	<u>Change</u>	<u>%</u>
	<u>2011</u>	<u>2012</u>		
Salaries and Benefits	3.1	3.2	0.1	3.0%
Contract BNSF	5.5	5.9	0.4	7.3%
Fuel	1.5	1.0	-0.5	-33.0%
Materials & Supplies	0.9	0.9	0.0	0.0%
Insurance	2.0	2.1	0.1	5.0%
Other	4.0	4.2	0.2	5.0%
Total	17.0	17.3	0.3	1.8%

Full-time equivalent positions included in the 2012 budget for Metro Transit Commuter Rail operations are a total of 44.5 FTE's. Mechanics and clerical employees are represented by Amalgamated Transit Union (ATU) Local 1005 and managers are represented by Transit Managers and Supervisors Association (TMSA).

KEY WORK PROGRAM ACTIVITIES FOR 2012

Ridership

During the 2000/2001 biennium, the State legislature increased transit funding while challenging the Metropolitan Council to increase ridership. 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 2010, Metro Transit saw a decline in ridership due

Metropolitan Council 2012 Summary Budget Transportation Division

to economic conditions and has seen a slow recovery in all fare types in 2011, and is anticipating an additional 2% growth in 2012.

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, these customer-oriented fare paying options integrate with the Hiawatha Light Rail system and Northstar Commuter Rail and streamlines administrative and accounting processes.

In October 1998, Metro Transit introduced the Metro Pass program that allows employers to subsidize annual transit passes for all of their employees. The program is designed to be revenue neutral to Metro Transit. However, the long-term goal of this program is to encourage additional new riders and to grow passenger revenue. As of August 2011, 248 companies are enrolled in the program making the Metro Pass available to nearly 176,000 employees. Metro Transit generates approximately \$28 million in annual revenue from the Metro Pass program with projected ridership in 2011 of nearly 11.7 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 discounted bus pass that offers student's unlimited rides on all metro area bus and rail service with projected ridership in 2012 of nearly 5.8 million annual rides. Beginning in fall 2007, the U-pass was converted to the technology of the Go-To card system with over 23,000 U of M students participating in the U-pass program.

Service Review

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

Central Corridor Light Rail

The Central Corridor project is part of the Metropolitan Council's 2030 plan for a network of rail and bus transit ways to serve heavily traveled corridors in the Twin Cities metropolitan area. It will link five major centers of activity in the Twin Cities region – downtown Minneapolis, the University of Minnesota, the Midway area, the state Capitol complex and downtown St. Paul. During 2007-2009, preliminary engineering, finalization of route and station locations, refinement of costs and funding sources were identified. Approval by the Federal Transit Administration (FTA) in the form of a Full Funding Agreement (FFGA) was granted in 2011. Construction of the 11-mile light rail is forecasted to begin after receipt of the FFGA 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.

Metropolitan Council 2012 Summary Budget Transportation Division

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.

In the next few years Metro Transit will replace its retiring buses with hybrid buses; low floor articulated buses and standard engine buses with the latest engine technologies. Metro Transit also uses biodiesel in the operations of its bus fleet. 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 \$3 Million 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 areas includes conventional bus shelters, large custom shelters, transit centers and park and ride lots. The maintenance work is conducted around the clock, every day of the week.

Summary

Metro Transit's CY 2012 Bus, Light Rail and Commuter 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 roughly \$321.6 million and expenses of \$322.3 million with a planned use of reserves of \$0.7 million.

**METROPOLITAN COUNCIL
SUMMARY BUDGET
COMMUNITY DEVELOPMENT DIVISION
2012**

	OPERATING FUNDS										DEBT	PASSTHROUGH			Memo Total
	GENERAL FUND										SERVICE	Special Revenue Funds			
	Local Planning Assistance	Research	Parks	Regional Systems Planning & Growth Strategy	Livable Communities	Division Management	Subtotal Comm Dev (General Fund)	HRA	Total	Operating	Parks	Parks	HRA	Livable Communities Funds	
Revenues															
Net Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,426,985	\$ 4,426,985	\$ -	\$ 4,426,985	\$ 4,337,567	\$ -	\$ -	\$ 13,061,309	\$ 21,825,861	
Property Tax Transfer	-	-	-	-	-	-	-	-	-	-	-	1,000,000	1,000,000		
Federal Revenues	-	-	-	3,000,000	-	-	3,000,000	4,418,500	7,418,500	-	-	49,130,240	56,548,740		
State Revenues	-	-	-	-	-	-	-	130,131	130,131	-	8,540,000	1,439,250	10,109,381		
Investment Earnings	-	-	-	-	-	66,000	66,000	70,000	136,000	96,000	-	-	1,195,000		
Other Revenue	-	-	-	-	-	-	-	1,935,000	1,935,000	-	-	-	1,935,000		
Total Revenues	\$ -	\$ -	\$ -	\$ 3,000,000	\$ -	\$ 4,492,985	\$ 7,492,985	\$ 6,553,631	\$ 14,046,616	\$ 4,433,567	\$ 8,540,000	\$ 50,569,490	\$ 15,256,309	\$ 92,845,982	
Expenses															
Salaries & Benefits	\$ 1,076,880	\$ 766,070	\$ 198,290	\$ 506,620	\$ 488,460	\$ 656,150	\$ 3,692,470	\$ 2,967,860	\$ 6,660,330	\$ -	\$ -	\$ -	\$ -	\$ 6,660,330	
Consulting & Contractual Services	-	268,000	10,000	3,100,000	-	50,000	3,428,000	1,437,000	4,865,000	-	-	-	-	4,865,000	
Material & Supplies	3,000	1,950	1,000	1,000	2,000	5,200	14,150	35,000	49,150	-	-	-	-	49,150	
Rent & Utilities	53,800	24,190	10,760	7,790	29,320	32,060	157,920	203,280	361,200	-	-	-	-	361,200	
Printing	7,500	4,750	4,500	12,500	12,000	5,500	46,750	88,000	134,750	-	-	-	-	134,750	
Travel	19,000	5,000	4,900	7,900	15,000	11,800	63,600	55,500	119,100	-	-	-	-	119,100	
Insurance	-	-	-	-	-	-	-	120,000	120,000	-	-	-	-	120,000	
Operating Capital	6,070	4,050	1,010	2,020	3,030	7,080	23,260	26,330	49,590	-	-	-	-	49,590	
Other Operating Expenses	4,500	8,750	750	1,550	11,500	39,785	66,835	661,000	727,835	-	-	-	-	727,835	
Pass-Through Grants & Loans	-	-	-	-	-	-	-	-	-	-	8,540,000	50,569,490	15,221,309	74,330,799	
Debt Service	-	-	-	-	-	-	-	-	-	7,013,363	-	-	-	7,013,363	
Total Expenses	\$ 1,170,750	\$ 1,082,760	\$ 231,210	\$ 3,639,380	\$ 561,310	\$ 807,575	\$ 7,492,985	\$ 5,593,970	\$ 13,086,955	\$ 7,013,363	\$ 8,540,000	\$ 50,569,490	\$ 15,221,309	\$ 94,431,117	
Other Uses															
A-87 -HRA	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 644,920	\$ 644,920	\$ -	\$ -	\$ -	\$ -	\$ 644,920	
Transfers from Other Funds	-	-	-	-	-	-	-	-	-	-	-	-	(500,000)	(500,000)	
Transfers to Other Funds	-	-	-	-	-	-	-	-	-	-	-	-	500,000	500,000	
Total Other Uses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 644,920	\$ 644,920	\$ -	\$ -	\$ -	\$ -	\$ 644,920	
Total Expenses and Other Uses	\$ 1,170,750	\$ 1,082,760	\$ 231,210	\$ 3,639,380	\$ 561,310	\$ 807,575	\$ 7,492,985	\$ 6,238,890	\$ 13,731,875	\$ 7,013,363	\$ 8,540,000	\$ 50,569,490	\$ 15,221,309	\$ 95,076,037	
Change in fund Balance	\$ (1,170,750)	\$ (1,082,760)	\$ (231,210)	\$ (639,380)	\$ (561,310)	\$ 3,685,410	\$ -	\$ 314,741	\$ 314,741	\$ (2,579,796)	\$ -	\$ -	\$ 35,000	\$ (2,230,055)	

Metropolitan Council 2012 Summary Budget

Community Development Division

MISSION

The mission of Community Development is to:

- Provide high-quality, coordinated planning, policy and program development to support regional growth and reinvestment.
- Identify and analyze regional issues.
- Facilitate community collaboration.
- Provide Livable Communities Act grants from three funding accounts to eligible communities to assist them with cleaning up polluted sites, expanding housing choices, and undertaking developments that use land and infrastructure more efficiently and connect housing, jobs and services.
- Deliver state and federally funded rent assistance to create and provide affordable housing for low-income households in the region.

ORGANIZATION

The organization chart in the Authority and Organization section (p. 1-4) of the budget shows Community Developments reporting relationships to the Regional Administrator, Chair and the Council. This division performs two major functions. They are:

1. The planning function which is supported primarily by the Council property tax levy for general purposes. This function includes Division Management, Regional System Planning and Growth Strategy, Local Planning Assistance, Livable Communities and Research.
2. The housing programs of the HRA which are funded by revenues from federal and state administrative fee sources.

COMMUNITY DEVELOPMENT DEPARTMENTS

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

Local Planning Assistance reviews local comprehensive plan updates, amendments, environmental assessments, and grant applications; provides local comprehensive planning information and guidelines to communities. This unit includes the Sector Representatives’ activities as staff serves as liaison between the Council and local planning staff, and coordinates the review of comprehensive plans prepared by local governments.

Metropolitan Council 2012 Summary Budget Community Development Division

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.

Research produces annual estimates of local population and households and long-term local and regional forecasts of population and employment. This unit monitors development, the employment situation, housing markets, affordable housing production and land use with special attention to the impacts of transit ways. It coordinates GIS services for the Community Development Division and assists both Community Development and all other divisions with research and analysis. They disseminate data, information and analysis via mapping, presentations, publications and the Internet.

Housing and Redevelopment Authority (HRA) administers federal and state tenant and project based rent assistance programs using the existing private rental market to provide decent, safe, and sanitary housing for over 6,700 low-income seniors, disabled individuals, families and singles at an affordable cost. The Council owns 150 scattered site Section 8 project based units through the Family Affordable Housing Program (FAHP)

BUDGET OVERVIEW

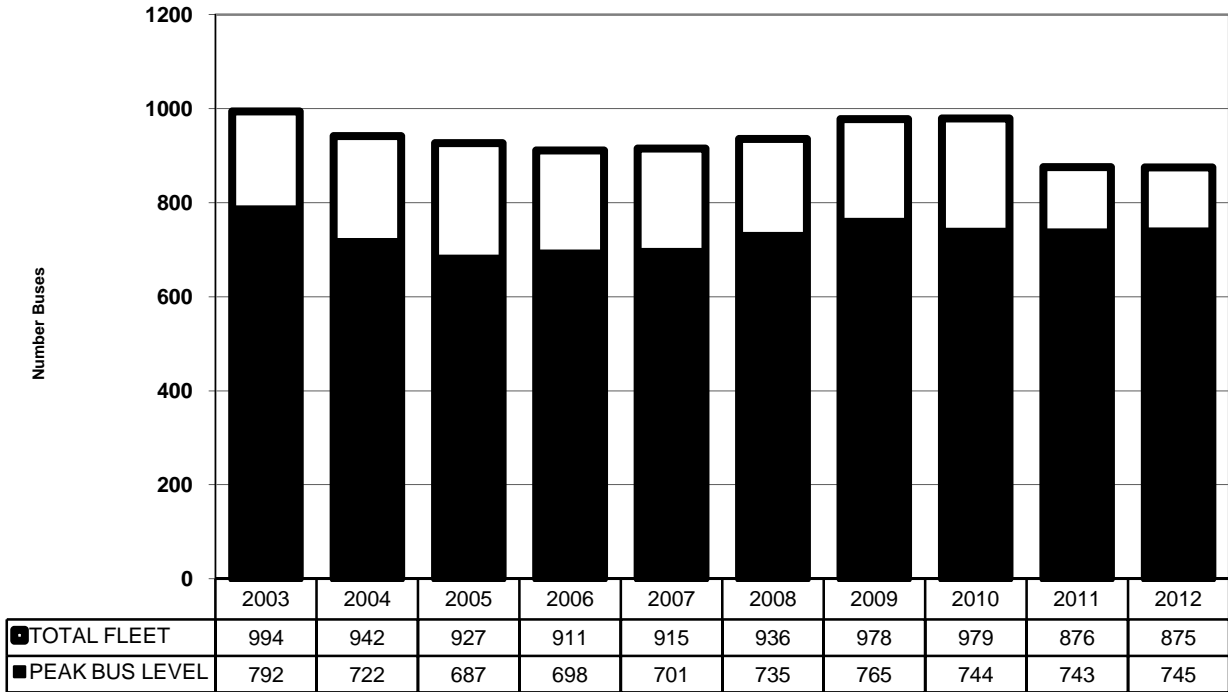
The 2012 Revenues are about \$93 million with Pass-Through totaling about \$74 million, Debt Service \$4 million and the remainder is for operating. The \$14 million of operating revenues includes \$6.5 million for the HRA and \$7.5 million for the planning functions. Approximately \$4.4 million of the HRA revenue is federal funding primarily from the Department of Housing and Urban Development (HUD), with \$130 thousand State funding from the Minnesota Housing Finance Agency (MHFA) and \$2 million of local and other revenues, which includes property rental fees earned.

The Community Development 2012 operating expenditures and uses including Pass-Through and Debt Service expenses are \$95 million increasing approximately \$6.7 million (8%) as compared to prior year. Debt service expenditures, primarily parks principal repayment, are projected to increase approximately \$3.6 million. Pass-Through expenditures and uses are projected to increase by \$236 thousand due to additional federal funding for HRA.

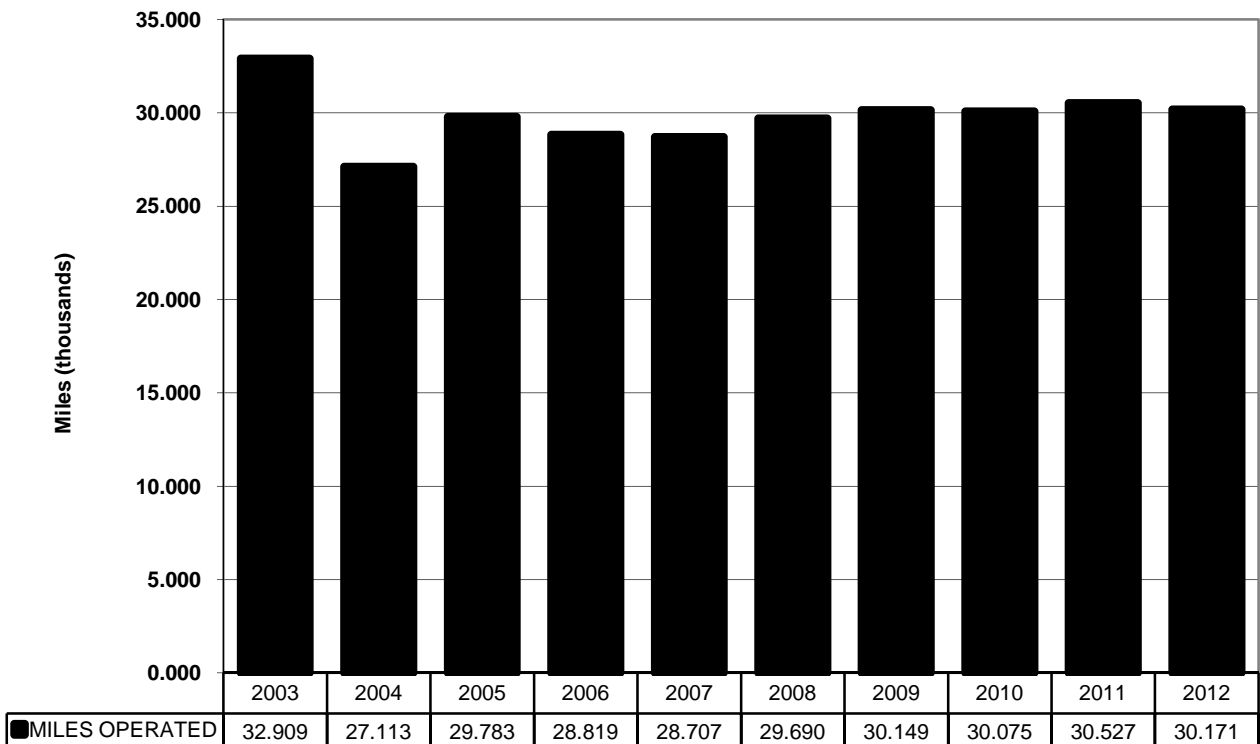
STAFFING

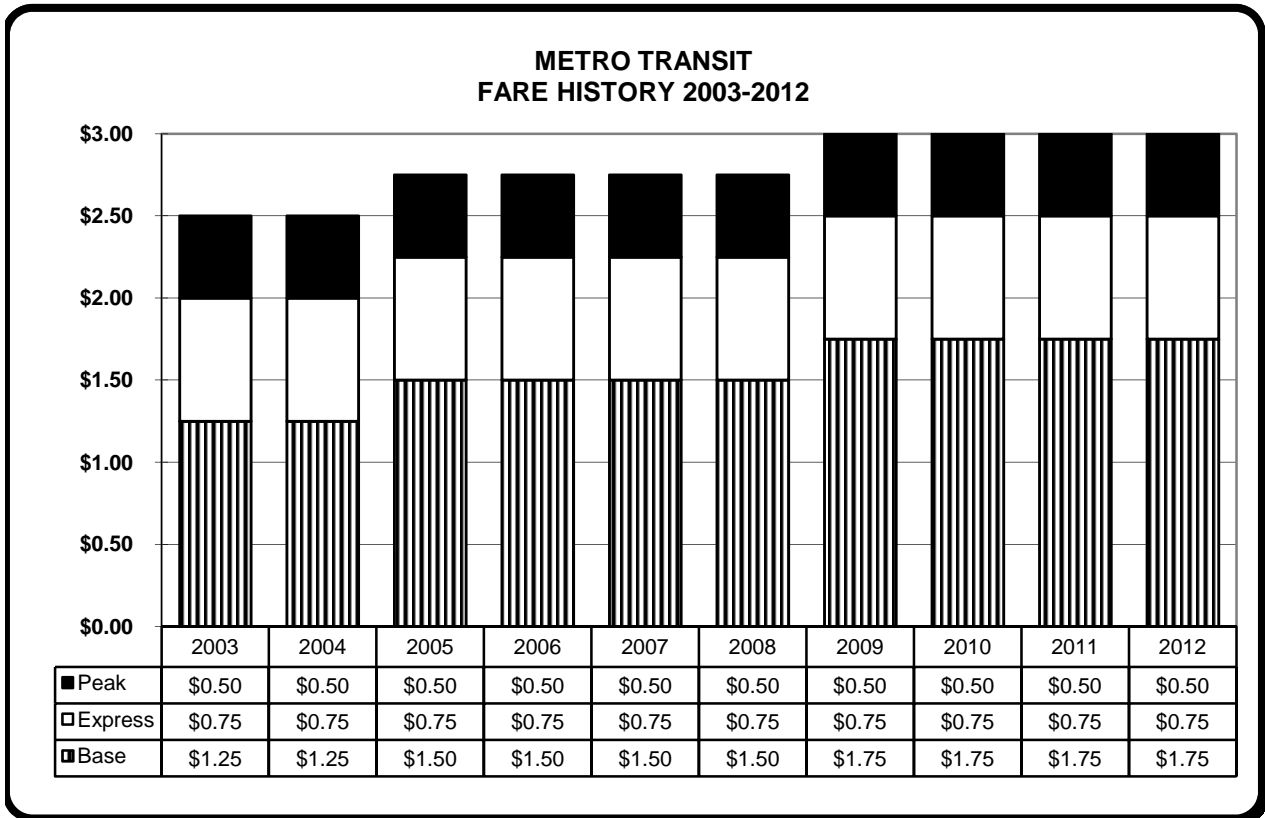
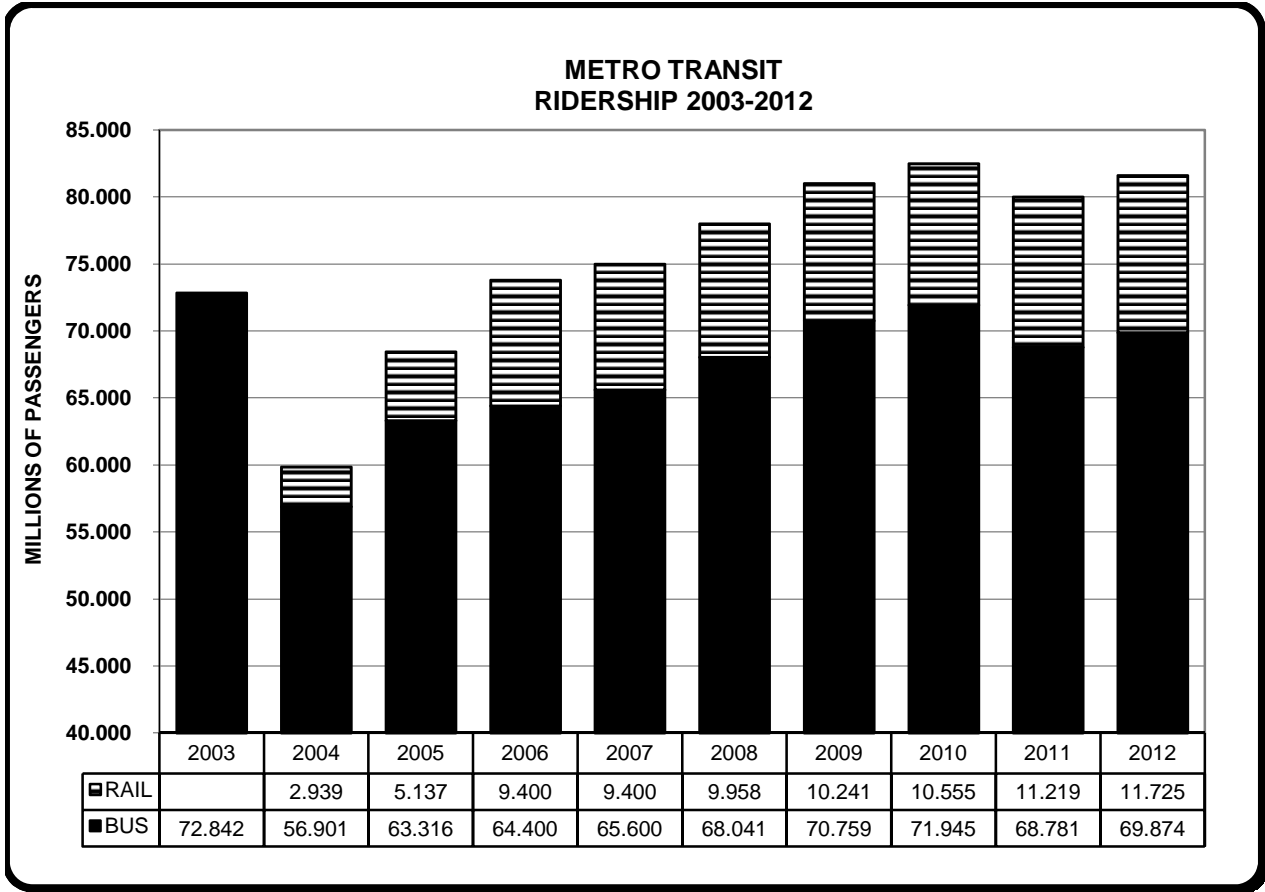
Community Development staff increased 5.05 FTE's including two positions in the HRA. These two positions are to replace external contractual obligations, which were ended and the work brought in-house, and have no material impact on the budget. Two additional positions were added to Local Planning Assistance to integrate transit and land use. One position was added to the director's office to administer the HUD Sustainable Communities Planning Grant. The remainder was an upgrade from a part-time to a full-time position.

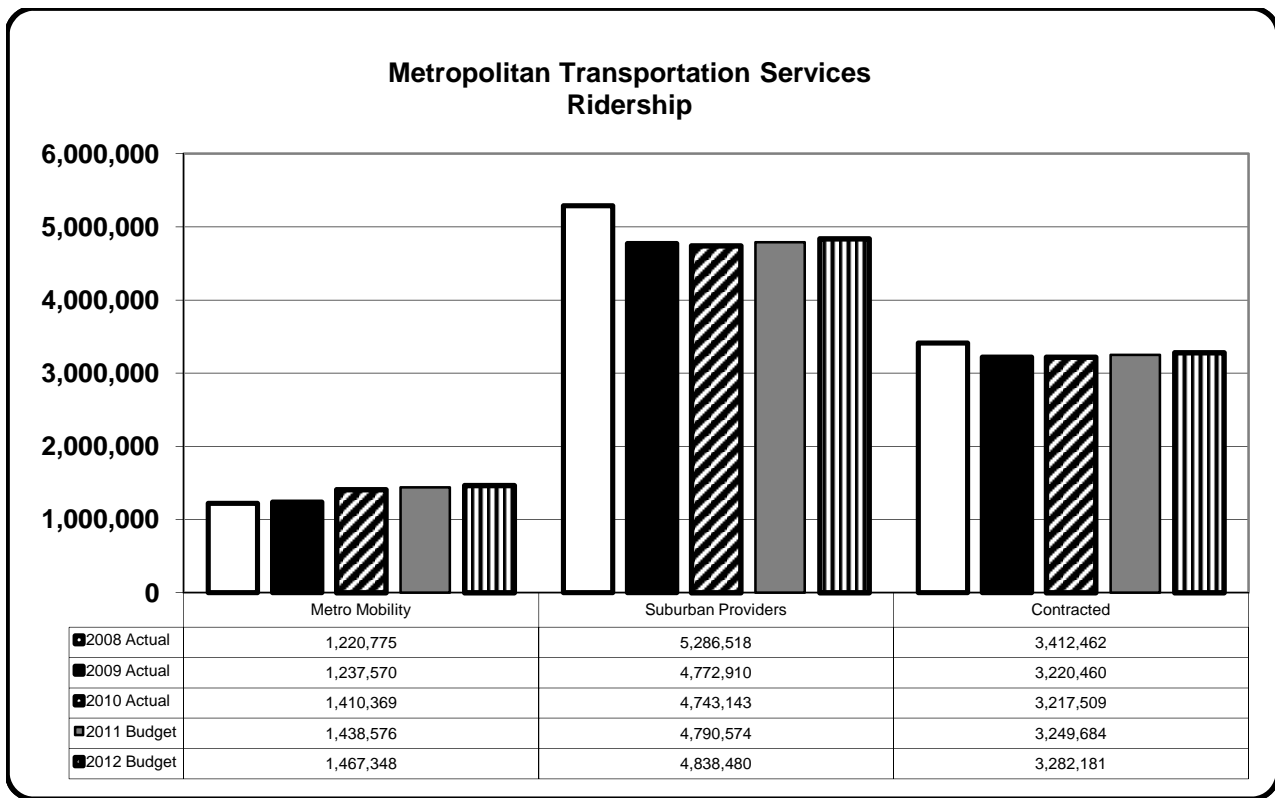
METRO TRANSIT
FLEET SIZE AND PEAK BUS LEVEL 2003-2012



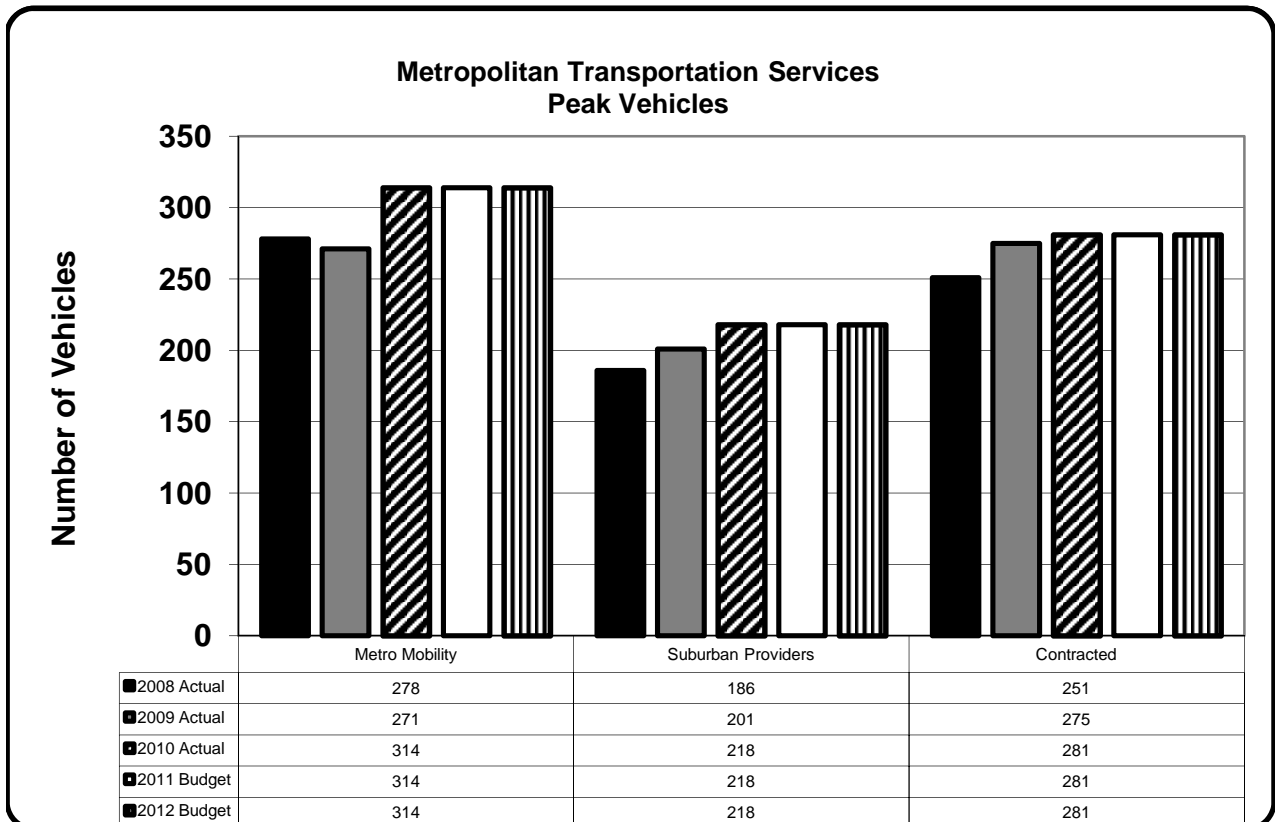
METRO TRANSIT
TOTAL MILES OPERATED 2003-2012



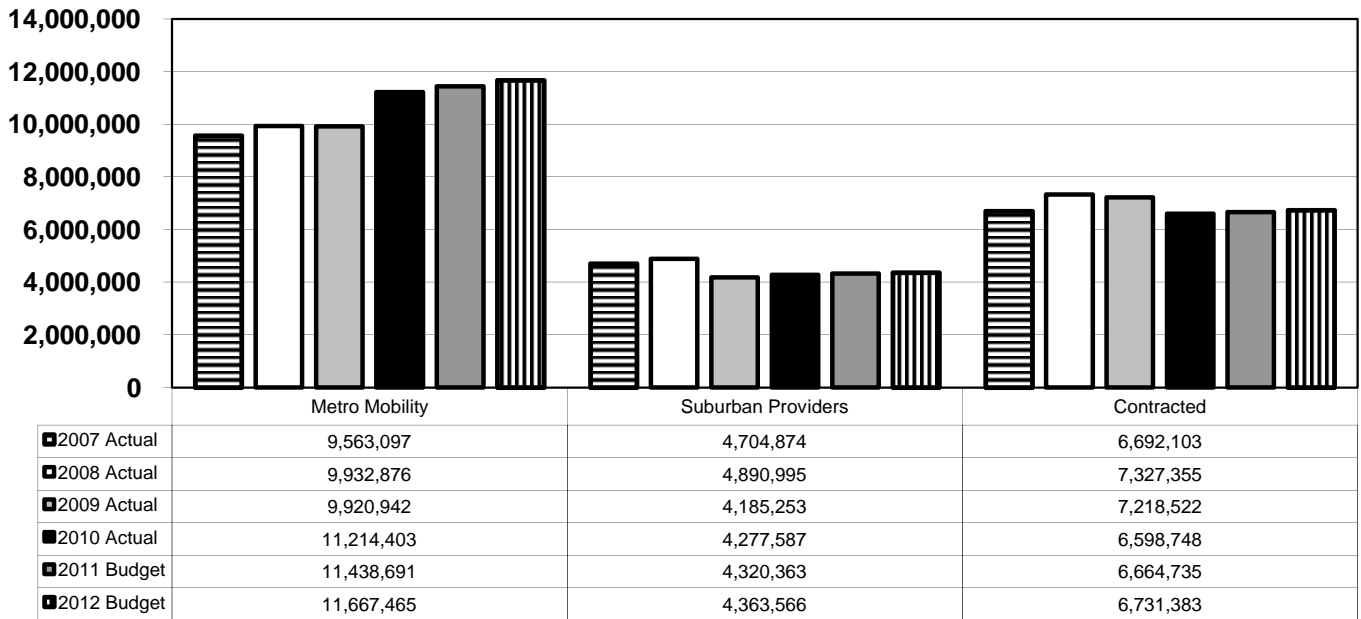




- 1- Metro Mobility is only their demand and agency services. (The County services are reported as contracted services)
- 2 - Any service we or the Suburban Transit Providers do not subsidize are excluded from the graphs (i.e. U of M, Ramsey, NCDA).
- 3 -Suburban Transit Provider numbers exclude services provided by Metro Transit (i.e. Maple Grove).
- 4 - Peak vehicles for contracted services only contain buses. (volunteer vehicles are excluded)

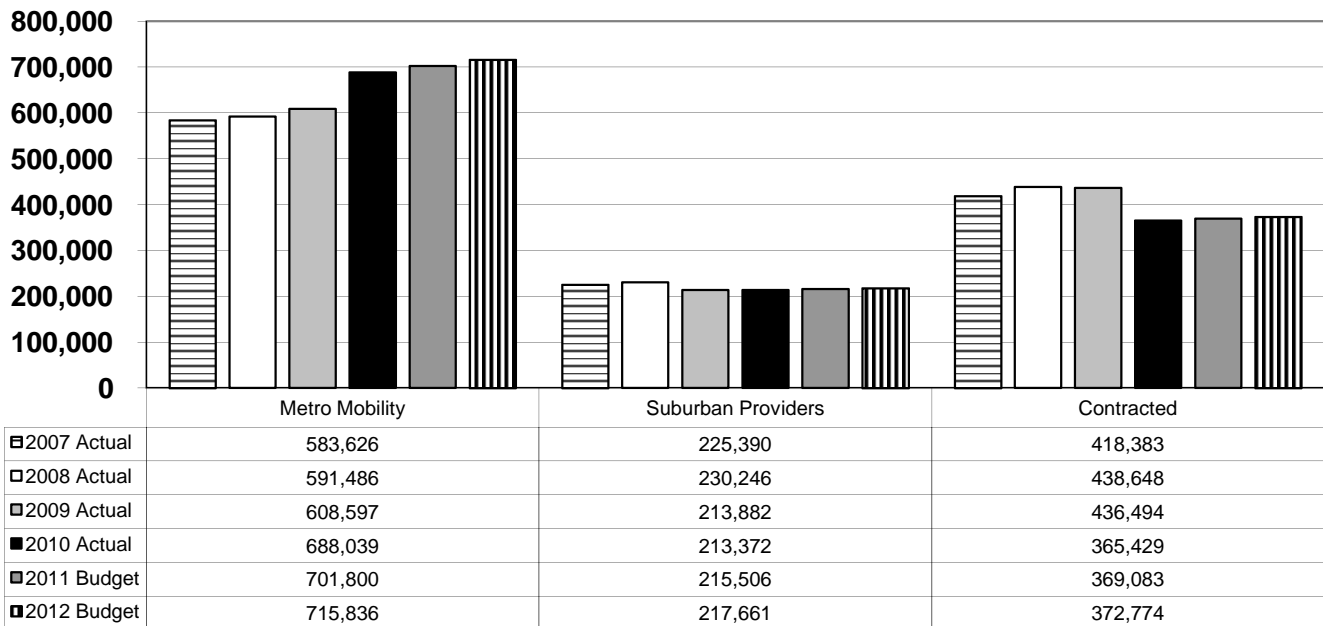


**Metropolitan Transportation Services
Revenue Miles**

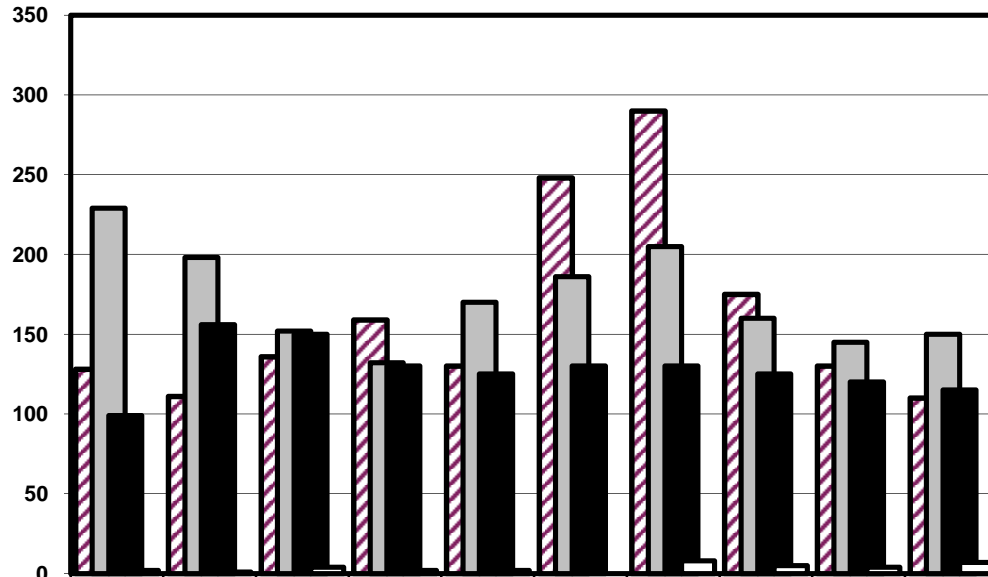


- 1- Metro Mobility is only their demand and agency services. (The County services are reported as contracted services)
- 2 - Any service we or the Suburban Transit Providers do not subsidize are excluded from the graphs (i.e. U of M, Ramsey, NCDA).
- 3 -Suburban Transit Provider numbers exclude services provided by Metro Transit (i.e. Maple Grove).

**Metropolitan Transportation Services
Revenue Hours**

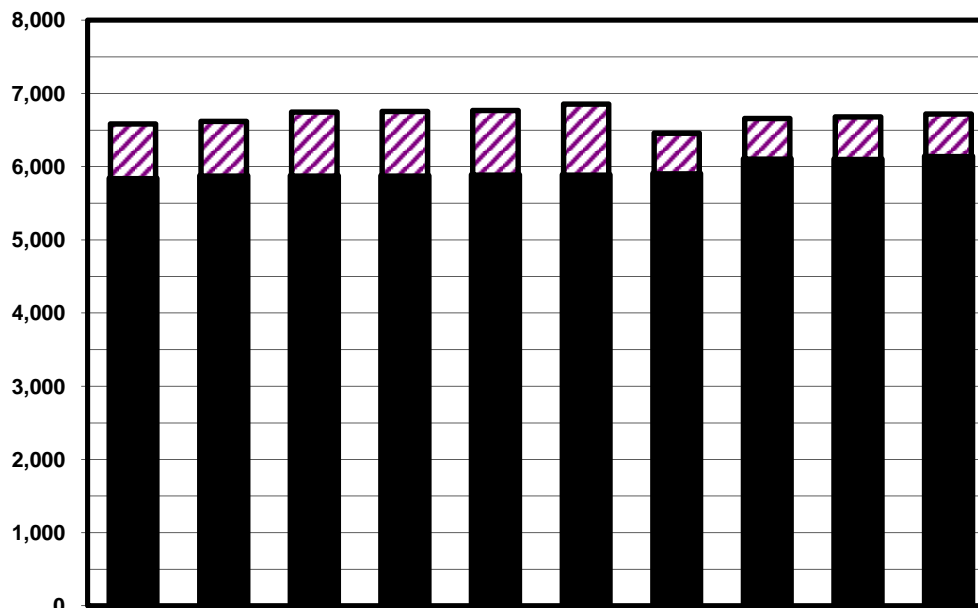


OFFICE OF LOCAL PLANNING ASSISTANCE
REVIEWS AND REFERRALS



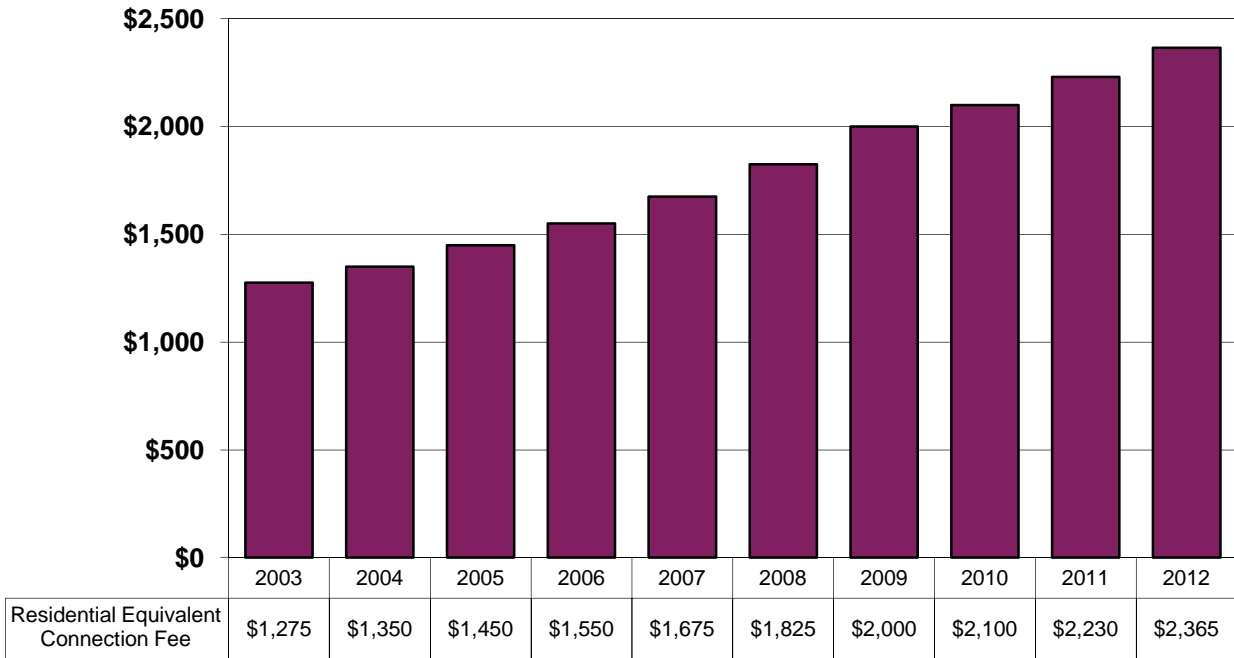
	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
Comp Plans	128	111	136	159	130	248	290	175	130	110
Other	229	198	152	132	170	186	205	160	145	150
EAW/EIS	99	156	150	130	125	130	130	125	120	115
Land Use Airport Search	2	1	4	2	2	0	8	5	4	7

NUMBER OF HRA ASSISTED HOUSEHOLDS

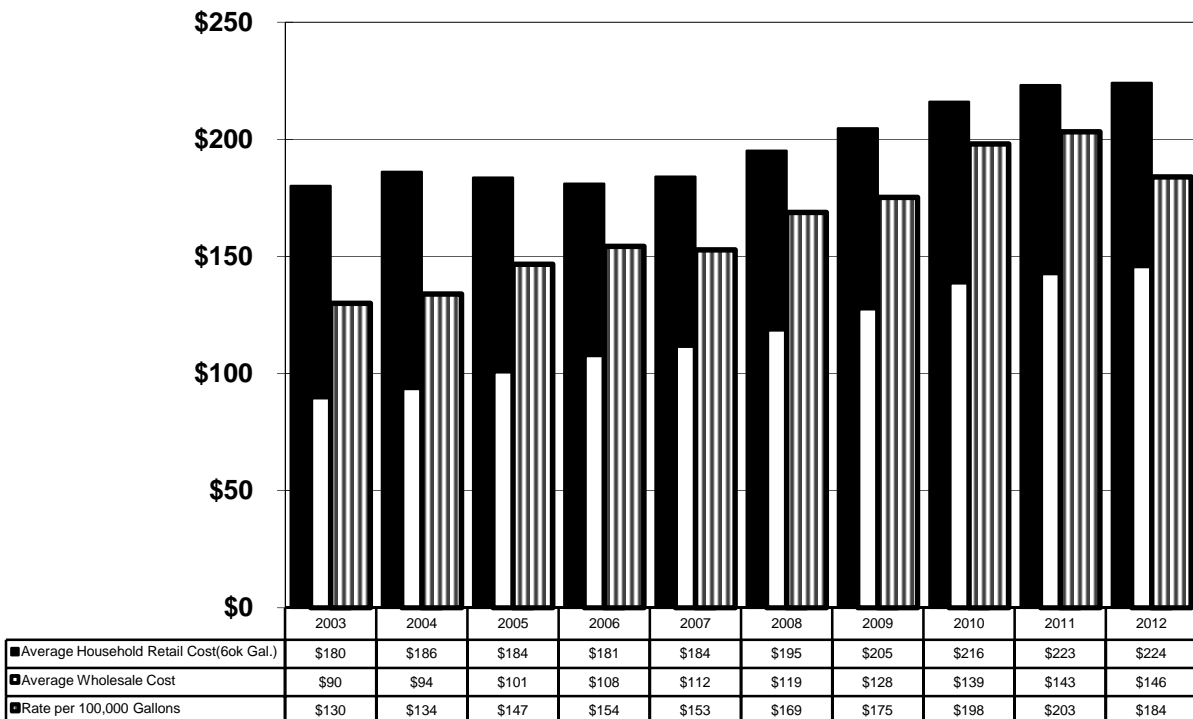


	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
*SPECIAL PROGRAMS	750	750	875	886	886	973	555	555	581	581
SECTION 8	5836	5871	5871	5871	5885	5885	5904	6104	6101	6139

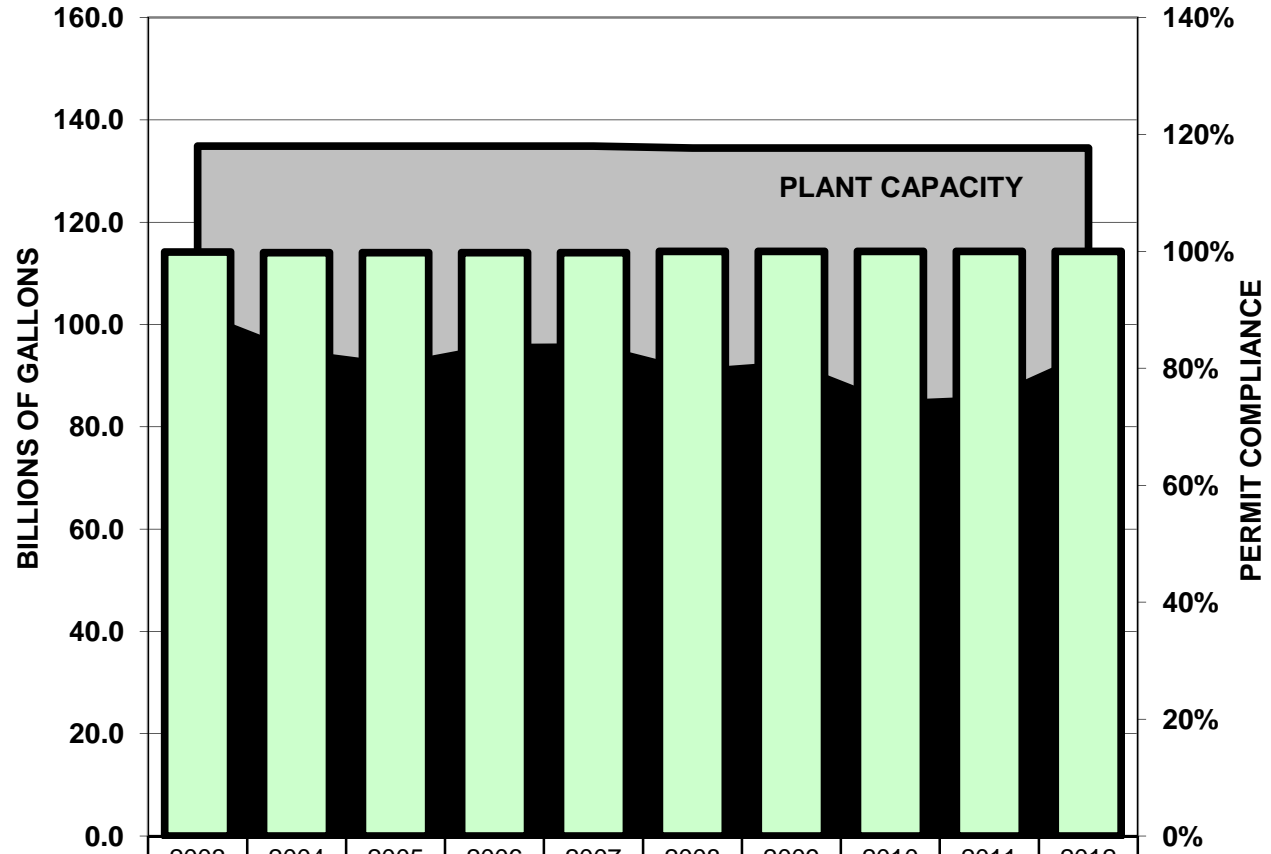
**Wastewater Services
Service Availability Charge (SAC) per Unit**



Wastewater Services Average Costs



QUALITY COLLECTION AND TREATMENT OF WASTEWATER



	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
TREATMENT PLANT CAP	134.9	134.9	134.9	134.9	134.9	134.5	134.5	134.5	134.5	134.5
ANNUAL FLOW VOLUME	102.00	94.40	91.86	95.50	95.64	90.70	92.09	84.50	85.29	94.00
PERMIT COMPLIANCE	99.9%	99.8%	99.8%	99.8%	99.8%	100.0%	100.0%	100.0%	100.0%	100.0%

Legislative Requirement for Report on Consultant Activity

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

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

Procurement Procedures

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

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

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

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

Contents of Report

The consulting and contractual services report consists of a summary plus supporting schedules presented by year for 2010, 2011 and 2012. The report for fiscal year 2010 and part of 2011 lists actual contracts including separate tables for Contracts \$50,000 or Greater and Contracts Less than \$50,000.

The report for fiscal year 2011 (adopted budget) and 2012 (proposed budget) reflects budgeted or proposed authority for anticipated consulting or contractual services for each of the Council's major divisions. As actual data becomes available, the budget data will be replaced with actuals.

Additional Information Available on Request

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

METROPOLITAN COUNCIL
SUMMARY REPORT ON PROFESSIONAL/TECHNICAL SERVICES ACTIVITY

APPENDIX B

2010 Actual							
Contract Amounts by Division	MCES	Metro Transit	Metropolitan Transportation Services	Metro HRA	Reg'l Admin + Community Development	Total	
Contracts, \$50,000 or Greater	\$ 26,205,522	\$ 48,582,770	\$ -	\$ 2,584,904	\$ 27,215,536	\$ 104,588,732	
Contracts, \$2,500 - \$50,000	108,755	938,591	-	-	\$321,426	1,368,772	
Contracts, Less Than \$2,500	-	18,114	-	-	\$3,530	21,644	
Total	\$ 26,314,277	\$ 49,539,475	\$ -	\$ 2,584,904	\$ 27,540,492	\$ 105,979,148	
Percent of Total							
Contracts, \$50,000 or Greater	99.6%	98.1%	-	100.0%	98.8%	98.7%	
Contracts, \$2,500 - \$50,000	0.4%	1.9%	-	-	1.2%	1.3%	
Contracts, Less Than \$2,500	-	0.0%	-	-	0.0%	0.0%	
Total	100.0%	100.0%	-	100.0%	100.0%	100.0%	

2011 Actual*							
Contract Amounts by Division	MCES	Metro Transit	Metropolitan Transportation Services	Metro HRA	Reg'l Admin + Community Development	Total	
Contracts, \$50,000 or Greater	\$ 2,972,161	\$ 1,899,191	\$ -	\$ -	\$ 350,000	\$ 5,221,352	
Contracts, \$2,500 - \$50,000	97,150	68,656	-	-	55,005	220,811	
Contracts, Less Than \$2,500	-	-	-	-	-	-	
Total	\$ 3,069,311	\$ 1,967,847	\$ -	\$ -	\$ 405,005	\$ 5,442,163	
Percent of Total							
Contracts, \$50,000 or Greater	96.8%	96.5%	-	-	86.4%	95.9%	
Contracts, \$2,500 - \$50,000	3.2%	3.5%	-	-	13.6%	4.1%	
Contracts, Less Than \$2,500	-	-	-	-	-	-	
Total	100.0%	100.0%	-	-	100.0%	100.0%	

*Jan - May

METROPOLITAN COUNCIL

Report on Professional/Technical Services Activity - 2010 Greater Than \$50,000

Fund	Reference Number	Service Description	Vendor	Start Date	End Date	Contract Amount	Plan Holders	Proposers	Solicitation Method	Evaluation Criteria Used
General Fund										
100	09P124	Drug and Alcohol Testing Services	MEDTOX Scientific Inc.	3/1/2010	2/28/2015	1,000,000	12		Formal RFP	RFP-Non Brooks Act
100	09P125	Occupational Health and Medical Services	Health Activation Services	2/26/2010	2/28/2013	600,000	4		Formal RFP	RFP-Non Brooks Act
100	09P126	Employee Assistance Program Services	Dor and Associates	2/23/2010	2/28/2014	275,000	4	3	Formal RFP	Quality, Qualification, Experience and Price
100	09P163A	Off-site Storage Services	Iron Mountain	5/5/2010	3/31/2013	205,000	4		Formal RFP	RFP-Non Brooks Act
100	09P163B	Off-site Secure Data Storage Services	Advanced Records Management	4/6/2010	3/31/2013	85,000	4		Formal RFP	RFP-Non Brooks Act
100	10P010	Plan Design LMC Facilitation	Towers Watson Delaware Inc	4/12/2010	9/1/2010	75,000	4	2	Proposals	Quality, Qualification, Experience and Price
100	10P029	Legal Services	Iverson Reuvers	1/28/2010	6/30/2011	125,000			Other	Legal Services
100	10P041	Legal Services	Hammargran & Meyer, PA	2/1/2010	6/30/2011	125,000			Proposals	Legal Services
100	10P042	Legal Services	Lockridge Grindal Nauen P.L.L.P.	2/1/2010	6/30/2011	125,000			Proposals	Legal Services
100	10P085	PCI Compliance and Metro Mobility Server Upgrade	Ajilon Consulting	4/22/2010	9/30/2010	66,990	4	3	Other	Office of Enterprise Technology CPV: Qualifications, Cost, Experience
100	10P088	SharePoint Implementation and Portfolio Management	Ambient Consulting	5/24/2010	12/31/2010	99,968	5	4	Other	Office of Enterprise Technology CPV: Qualifications, Cost, Experience
100	10P149	CCLRT Condemnation and Related Real Estate Matters	Best & Flanagan LLP	6/28/2010	12/31/2012	125,000			Other	Legal Services

METROPOLITAN COUNCIL

Report on Professional/Technical Services Activity - 2010 Greater Than \$50,000

Fund	Reference Number	Service Description	Vendor	Start Date	End Date	Contract Amount	Plan Holders	Proposers	Solicitation Method	Evaluation Criteria Used
201	09P133	2010 Travel Behavior Inventory	Cambridge Systematics, Inc.	3/29/2010	7/1/2013	3,999,233	10	3	Formal RFP	Quality, Qualifications, Experience, Price
201	10P172	Arterial Transitway Corridors Study	SRF Consulting Group Inc.	12/15/2010	4/30/2012	324,363	21	7	Formal RFP	RFP-Non Brooks Act
202	10P061	Subsidy agreement with HSI for ADA paratransit service for Washington County	Human Services Inc. (HSI)	1/1/2010	6/30/2011	665,875			Sole source	
202	10P141	Project Manager - MTS Contracted Transit Services	SDK Software Inc	6/17/2010	2/28/2011	129,965	4		Other	ASAP-IT
204	09P172	Lakeville Cedar Avenue Rout 477 BRT Extension	Minnesota Valley Transit Authority	9/14/2009	12/31/2011	650,000			Sole source	
207	09P145	Hennepin County Transit Link Dial-A-Ride Contract	Midwest Paratransit Services	2/1/2010	1/31/2015	5,428,178			Formal RFP	RFP-Non Brooks Act
207	09P176	Dakota County Transit Link Dial a Ride Service	DARTS	5/1/2010	4/30/2015	5,467,534			Formal RFP	RFP-Non Brooks Act
207	09P177	Washington County Transit Link Dial a Ride Service	Midwest Paratransit Services	3/1/2010	2/28/2015	5,943,430			Formal RFP	RFP-Non Brooks Act
211	10P107	Bus Purchase Contract	Hoglund Bus	5/26/2010	10/1/2010	560,000			Other	FTA
211	10P108	Bus Purchase Contract.	North Central Bus	5/26/2010		1,040,000			Formal RFP	FTA
253	09P159	2010 Digital Orthoimagery	MN Dept of Adm - Geospatial Information	12/31/2009	12/31/2010	100,000			Proposals	
General Fund Total						\$ 27,215,536				

METROPOLITAN COUNCIL

Report on Professional/Technical Services Activity - 2010 Greater Than \$50,000

Fund	Reference Number	Service Description	Vendor	Start Date	End Date	Contract Amount	Plan Holders	Proposers	Solicitation Method	Evaluation Criteria Used
HRA										
224	10G006	2009 Shelter Plus Care Renewal and Consolidation Agreement	US Dept of Housing and Urban Development	4/1/2010	3/31/2011	784,572			Other	
225	10G005	2009 Shelter Plus Care Renewal and Consolidation Agreement	US Dept of Housing and Urban Development	4/1/2010	3/31/2011	1,336,416			Other	
228	10G007	2009 Shelter Plus Care Renewal and Consolidation Agreement	US Dept of Housing and Urban Development	4/1/2010	3/31/2011	221,916			Other	
237	09P164	Property Management Services	Kingwood Management Inc.	1/1/2010	12/31/2014	242,000	5		Formal RFP	RFP-Non Brooks Act
HRA Total						\$	2,584,904			

METROPOLITAN COUNCIL

Report on Professional/Technical Services Activity - 2010 Greater Than \$50,000

Fund	Reference Number	Service Description	Vendor	Start Date	End Date	Contract Amount	Plan Holders	Proposers	Solicitation Method	Evaluation Criteria Used
MCES										
	09P184	Qwest Frame Relay Acknowledgement	QWEST	1/22/2010	1/21/2015	299,015			Sole source	
	09P225A	Master Contract for geotechnical and Other Testing Services	Braun Intertec Corporation	5/26/2010	5/31/2015	1,000,000	19	10	Formal RFP	Quality, Qualifications, Service Delivery Plan, Unit Price/Fee Schedules
	09P225C	Master Contract for Geotechnical and Other Testing Services	American Engineering Testing, Inc.	5/26/2010	5/31/2015	1,000,000	19	10	Formal RFP	Quality, Qualifications, Service Delivery Plan, Unit Price/Fee Schedules
	10G001	Metropolitan Area Watershed Outlet Monitoring Program 2010-1011 Project Workplan	Minnesota Pollution Control Agency	1/29/2010	12/31/2011	326,500			Other	
610	09P134	Procurement of Polymer for Seneca & Blue Lake WWTPs.	Polydyne Inc.	4/23/2010	4/30/2012	5,000,000	10		Formal IFB	IFB (price)
610	09P179C	Electrical Motor Repair Services	North Star Pump Service	3/1/2010	2/28/2013	191,250	10		Formal IFB	IFB (price)
610	09P185	Effluent Pumping Generator Rental	Cummins NPower LLC	3/1/2010	5/31/2010	170,913	3		Formal IFB	IFB (price)
610	09P221	Sewage Sludge Incineration Stack Testing	Eagle Mountain Scientific Inc.	2/3/2010	6/30/2010	125,000	6		Formal RFP	RFP-Non Brooks Act
610	10P003	Fort Snelling Sampling Dock Repair	Lametti & Sons Inc.	6/28/2010	10/26/2010	60,700	4		Quotes	Quotes (price)
610	10P111	Legal Services	Best & Flanagan LLP	5/20/2010	6/1/2012	125,000			Other	Legal Services
610	10P154	ES Project Manager	TEKSystems	7/19/2010	5/31/2011	149,600	5	3	Other	RFP-Non Brooks Act
619	09I037	Geologic investigation for portions of the Twin Cities Metro Area	University of Minnesota	2/1/2010	10/31/2010	66,364			Other	

METROPOLITAN COUNCIL

Report on Professional/Technical Services Activity - 2010 Greater Than \$50,000

Fund	Reference Number	Service Description	Vendor	Start Date	End Date	Contract Amount	Plan Holders	Proposers	Solicitation Method	Evaluation Criteria Used
619	09P244	Groundwater Surface Interaction	Barr Engineering Company	2/25/2010	6/30/2010	67,000	6		Proposals	RFP-Non Brooks Act
619	10P018	East Bethel Water Resource Analysis	Barr Engineering Company	4/8/2010	6/30/2010	71,630	5	4	Proposals	Quality, Qualification, Experience and Price
631	08P077	RMF E85/Biodiesel Upgrade	Zahl Petroleum Maintenance Co.	4/6/2010	2/28/2011	123,678	4		Formal IFB	IFB (price)
631	09P110	Forcemain 7508 Barrel Repair	Minger Construction Inc	3/1/2010	7/31/2010	214,760	32		Formal IFB	IFB (price)
631	09P167A	Legal Services for CSO Issues	Barnes & Thornburg, LLC	1/20/2010	12/31/2012	125,000	3	3	Formal RFP	Integrity, Ability to perform services, Responsiveness to specs, Price
631	09P167B	Legal Services for TMDL Issues	Barnes & Thornburg, LLC	1/20/2010	12/31/2012	125,000	3	3	Formal RFP	Integrity, Ability to perform services, Responsiveness to specs, Price
631	09P180A	Construction inspection and support services	AECOM	3/9/2010	12/31/2013	1,500,000	17	10	Formal RFP	Quality, Qualifications, Service Delivery Plan, Unit Price/Fee Schedules
631	09P180B	Construction inspection and support services	Bonestroo Inc.	3/9/2010	12/31/2013	1,500,000	17	10	Formal RFP	Quality, Qualifications, Service Delivery Plan, Unit Price/Fee Schedules
631	09P180C	Construction inspection and support services	Foth Infrastructure & Environment LLC	3/25/2010	12/31/2013	1,500,000	17	10	Formal RFP	Quality, Qualifications, Service Delivery Plan, Unit Price/Fee Schedules
631	09P180D	Construction inspection and support services	Toltz, King, Duvall, Anderson and	3/16/2010	12/31/2013	1,500,000	17	10	Formal RFP	Quality, Qualifications, Service Delivery Plan, Unit Price/Fee Schedules
631	10P047	Trenchless Rehab Phase 2	Lametti & Sons Inc.	5/12/2010	6/30/2010	87,170	4		Quotes	Quotes (price)
631, 641	09P225D	Master Contract for Geotechnical and Other Testing Services	Stonefield Geoscience LLC	8/17/2010	5/31/2015	100,000	19	10	Formal RFP	RFP-Non Brooks Act

METROPOLITAN COUNCIL

Report on Professional/Technical Services Activity - 2010 Greater Than \$50,000

Fund	Reference Number	Service Description	Vendor	Start Date	End Date	Contract Amount	Plan Holders	Proposers	Solicitation Method	Evaluation Criteria Used
641	09I032	Wayzata-Met Council Construction Cooperation Agreement (Lake St. & Hwy	City of Wayzata	3/2/2010	12/31/2012	1,450,000			Other	
641	09P160	East Bethel Water Reclamation Plant Design	Toltz, King, Duvall, Anderson and	1/7/2010	7/31/2013	1,613,777	24	6	Formal RFP	Quality, Qualifications, Experience, Price
641	09P186	Engineering services for air emissions permit	Wenck Associates Inc.	1/7/2010	7/31/2012	157,283	14		Formal RFP	RFP-Non Brooks Act
641	09P215	Blue Lake Plant/Effluent Flood Pumping Screw Pump Rebuild & Recondition	Corval Constructors Inc	4/1/2010	8/1/2011	886,155	6		Formal IFB	IFB (price)
641	09P228A	MWWTP Electrical Projects	EMA Inc.	6/10/2010	12/30/2015	2,005,026	35		Formal RFP	RFP-Non Brooks Act
641	09P228B	MWWTP General Wastewater Treatment Plant Projects	Toltz King Duvall Anderson and	6/10/2010	12/30/2015	4,164,701	35		Formal RFP	RFP-Non Brooks Act
641	10P123	TMDL and Permitting Assistance - Master Contract	HDR Engineering Inc.	8/9/2010	8/31/2013	500,000	14	3	Formal RFP	RFP-Non Brooks Act
MCES Total						\$ 26,205,522				

METROPOLITAN COUNCIL

Report on Professional/Technical Services Activity - 2010 Greater Than \$50,000

Fund	Reference Number	Service Description	Vendor	Start Date	End Date	Contract Amount	Plan Holders	Proposers	Solicitation Method	Evaluation Criteria Used
MT	09P128	2009 Master Contracts-Construction Support Services	Braun Intertec Corporation	1/27/2010	1/26/2013	200,000	61	47	Formal RFP	Qualifications and experience of key personnel, qualifications of firm, experience of firm
	09P239	2009 Master Contracts-Traffic Engineering	Short Elliott Hendrickson, Inc. (SEH)	1/26/2010	1/25/2013	100,000	61	47	Formal RFP	Qualifications and experience of key personnel, qualifications of firm, experience of firm
	09P242	2009 Master Contracts-Traffic Studies and Traffic Engineering Services	Westwood Professional Services, Inc.	3/12/2010	3/11/2013	100,000	61	47	Formal RFP	Qualifications and experience of key personnel, qualifications of firm, experience of firm
	09P243	2009 Master Contracts-Electrical Services	Toltz, King, Duvall, Anderson and	2/10/2010	2/9/2013	150,000	61	47	Formal RFP	Qualifications and experience of key personnel, qualifications of firm, experience of firm
	10P034	Cumulative Sole Source Procurement Authorizations by Vendor during 2010		1/1/2010	12/31/2010	3,407,000			Other	
	10P308	Master Contracts 2010 for Design Services	LHB Engineers & Architects (Mpls)	12/20/2010	12/19/2013	250,000	56	32	Formal RFP	FTA
	10R032	Counties Transit Improvement Board Annual Operating Agreement for the Hiawatha		1/1/2010	12/31/2010	7,295,352			Other	
	10R033	Counties Transit Improvement Board Annual Operating Grant Agreement for the Northstar		1/1/2010	12/31/2010	5,726,553			Other	
	10R034	Counties Transit Improvement Board Annual Operating Grant Agreement for the Cedar		1/1/2010	12/31/2010	164,881			Other	
	10R035	Counties Transit Improvement Board Annual Operating Grant Agreement for the I-35W		1/1/2010	12/31/2010	106,017			Other	
	10R036	Counties Transit Improvement Board capital grant agreement for the I-35W station to station	Counties Transit Improvement Board	1/1/2010	12/31/2010	1,773,000			Other	
305	10P009	18 Passenger Sedans for Metro Mobility	Elk River Ford	2/18/2010	5/31/2010	415,000			Other	

METROPOLITAN COUNCIL

Report on Professional/Technical Services Activity - 2010 Greater Than \$50,000

Fund	Reference Number	Service Description	Vendor	Start Date	End Date	Contract Amount	Plan Holders	Proposers	Solicitation Method	Evaluation Criteria Used
305	10P065	Metro Mobility Sedan Purchase 2010 - Elk River Ford	Elk River Ford	4/7/2010	12/31/2010	440,000			Other	
305	10P066	Metro Mobility Hybrid Bus Purchase 2010 - Hoglund Bus Sales	Hoglund Bus	4/1/2010	9/30/2010	1,040,000			Other	FTA
702	09P030	Utility Bill Processing and Energy Use Analysis	LPB Energy Management	3/31/2010	3/31/2013	150,000	7	3	Formal RFP	Demonstrated relevance of product, qualifications and experience, key personnel, qualifications of suggested modifications,
702	09P213	Armored Services Revenue Collection	GARDA	4/1/2010	3/31/2011	155,264			Formal IFB	IFB (price)
702	09P245	Interoffice Courier Service	Courier Systems LLC	5/17/2010	5/16/2013	67,500			Quotes	Quotes (price)
702	10P036	Snow Removal at Guardian Angels Park and Ride	The Green Guardian	4/5/2010	4/4/2011	100,000			Formal IFB	IFB (price)
702	10P037	Snow Removal at Woodbury Theater Park and Ride	The Green Guardian	4/5/2010	4/4/2011	100,000			Formal IFB	IFB (price)
702	10P046	Diesel Particulate Filter Service	Allstate Sales and Leasing Corporation	6/7/2010	6/7/2011	58,375	7		Quotes	Quotes (price)
702, 710	10P150	2009 Master Contracts- Environmental Assesment and Investigations	Thatcher Engineering Inc.	7/28/2010	7/27/2013	150,000	60	47	Formal RFP	FTA
702, 8C8	10P147	2009 Master Contracts- Mechanical Services	Toltz King Duvall Anderson and	7/28/2010	7/27/2013	150,000	60	47	Formal RFP	FTA
703, 710	10P300	Master Contracts 2010 for Design Services	Toltz King Duvall Anderson and	12/28/2010	12/27/2013	350,000	56	32	Formal RFP	FTA
704	09P178	Diesel Fuel Supply for Northstar Commuter Rail Line Service	Yocum Oil Company Inc.	2/9/2010	2/9/2012	2,800,000			Formal IFB	IFB (price)

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Fund	Reference Number	Service Description	Vendor	Start Date	End Date	Contract Amount	Plan Holders	Proposers	Solicitation Method	Evaluation Criteria Used
704	09P199	Northstar Elk River Park and Ride Lot Snow Removal Project	RELIAKOR SERVICES INC	2/10/2010	2/9/2011	125,000			Formal IFB	IFB (price)
704	10P038	Snow Removal at Northstar Fridley Station	The Green Guardian	4/5/2010	4/4/2011	125,000			Formal IFB	IFB (price)
704	10P136	Leasing Cargo Van & SUV) State of MN Contract #442466		5/7/2010		99,579			Other	
708, 8A3,	10P309	Master Contracts 2010 for Design Services	Miller Dunwiddie Architecture Inc.	12/9/2010	12/8/2013	250,000	56	32	Formal RFP	FTA
710	09P203	Tank Testing Accommodation	Minnesota Petroleum Service	2/4/2010	5/15/2010	89,999			Formal IFB	IFB (price)
710	09P248	21 Automated Passenger Counters for Low-Floor Articulated Buses	Trapeze ITS U.S.A.	4/26/2010	4/26/2011	87,670			Sole source	
710	10P043	I-394 Facility Rehabilitation	PMI Construction	5/26/2010	10/8/2010	255,600			Formal IFB	IFB (price)
710	10P138	I-35W BRT Improvement at 82nd St. and 98th St.	Short Elliott Hendrickson Inc. (SEH)	11/1/2010	9/30/2012	159,118	15	7	Formal RFP	RFP-Non Brooks Act
710	10P151	2009 Master Contracts- Environmental Assessment and Investigations	American Engineering Testing Inc.	9/29/2010	9/28/2013	150,000	60	47	Formal RFP	FTA
710	10P152	2009 Master Contracts- Geotechnical Servcies	Braun Intertec Corporation	7/21/2010	7/20/2013	100,000	60	47	Formal RFP	FTA
710	10P287	Master Contracts 2010 for Design Services	LSA Design Inc.	11/18/2010	11/17/2013	350,000	56	32	Formal RFP	FTA
710	10P296	Master Contracts 2010 for Design Services	Kodet Architectural Group Ltd.	12/9/2010	12/8/2013	250,000	56	32	Formal RFP	FTA

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Fund	Reference Number	Service Description	Vendor	Start Date	End Date	Contract Amount	Plan Holders	Proposers	Solicitation Method	Evaluation Criteria Used
710	10P305	Master Contracts 2010 for Design Services	Hay Dobbs	12/9/2010	12/8/2013	250,000	56	32	Formal RFP	FTA
710, 727	10P306	Master Contracts 2010 for Design Services	Short Elliott Hendrickson Inc. (SEH)	12/20/2010	12/19/2013	250,000	56	32	Formal RFP	FTA
710, 8A3,	10P304	Master Contracts 2010 for Design Services	Bonestroo Inc.	12/22/2010	12/21/2013	250,000	56	32	Formal RFP	FTA
711	10P299	Master Contracts 2010 for Design Services	Kimley-Horn and Associates Inc.	12/20/2010	12/19/2013	350,000	56	32	Formal RFP	FTA
711, 871,	10P140	2009 Master Contracts-Independent Testing Lab Services	American Engineering Testing Inc.	9/21/2010	9/20/2013	100,000	60	47	Formal RFP	RFP-Non Brooks Act
711, 871,	10P134	2009 Master Contracts-Environmental Assesment and Investigations	Braun Intertec Corporation	7/28/2010	7/27/2013	150,000	60	47	Formal RFP	FTA
719	10I007	CCLRT Subordinate Funding Agreement #5/MnDOT #96321-R	MnDOT	1/1/2010	12/31/2010	2,713,782			Other	
719	10P097	CCLRT Vibration Monitoring	CNA Consulting Inc.	5/25/2010	12/31/2010	94,016			Formal RFP	FTA
719	10P098	CCLRT -Monitoring of Dust-Intensive Construction Activities at University of	Braun Intertec Corporation	7/8/2010	12/31/2011	54,790	4	1	Formal RFP	RFP-Brooks Act
719	10P115	CCLRT Independent Testing Laboratory	Stork/Twin City Testing	9/18/2010	12/31/2014	432,055	9	2	Formal RFP	RFP-Brooks Act
71H	09P210	CCLRT Advanced Traffic Improvements	Graham Construction	4/30/2010	12/31/2010	3,616,440			Formal IFB	IFB (price)
728	09P010	Project Management Software and Vendor Services	e-Builder Inc	2/17/2010	5/15/2012	243,715	25		Formal RFP	RFP-Non Brooks Act

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Fund	Reference Number	Service Description	Vendor	Start Date	End Date	Contract Amount	Plan Holders	Proposers	Solicitation Method	Evaluation Criteria Used
728	09P231	Environmental Assessment for the Infill Stations on the CCLRT	HDR Engineering, Inc.	1/5/2010	3/31/2010	81,830			Sole source	NA
728	10P070	CCLRT Environmental Testing and Monitoring	Braun Intertec Corporation	8/6/2010	12/31/2014	799,229	17	7	Formal RFP	RFP-Brooks Act
732	10P001	Northstar Interior Camera System	Transit Solutions LLC	2/15/2010	4/15/2010	70,277			Quotes	Quotes (price)
732	10P005	Northstar Vehicle Maintenance Facility HEP Modifications	Parsons Electric	2/8/2010	6/30/2010	64,800			Quotes	Quotes (price)
834	08P217	Overhead Door Replacements	Rytec Corporation	1/20/2010	4/5/2010	173,930			Formal IFB	IFB (price)
834, 873	10P303	Master Contracts 2010 for Design Services	EVS Inc. (formerly Enviroscience)	12/28/2010	12/27/2013	350,000	56	32	Formal RFP	FTA
847	10P021	Engineering Services for HLRT Paint Booth Air Permit Issuance	Wenck Associates, Inc.	2/4/2010	2/4/2011	100,000			Sole source	NA
860	10P080	Purchase 11 Articulated Buses	New Flyer of America Inc.	5/26/2010	9/30/2010	6,799,562			Other	
866	10P045	TransitMaster/Police Information Management System Interface	Trapeze ITS U.S.A.	4/26/2010	9/1/2011	53,413			Sole source	
871	10P011	LRT O&M Runway Crane Install	Eagle Deer Reserve Ltd.	4/29/2010	8/30/2010	76,885			Quotes	Quotes (price)
871	10P078	HLRT Track Circuit Monitoring Software	HSQ Technology	4/30/2010	8/20/2010	76,500			Sole source	
871	10P130	2009 Master Contracts-Mechanical Services	Dunham	7/21/2010	7/20/2013	150,000	60	47	Formal RFP	FTA

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Fund	Reference Number	Service Description	Vendor	Start Date	End Date	Contract Amount	Plan Holders	Proposers	Solicitation Method	Evaluation Criteria Used
873	09P161	HLRT O&M Facility Expansion Design	Toltz King Duvall Anderson and	12/3/2009	12/31/2011	1,590,000			Formal RFP	FTA
875	10P073	P.O. 150699 / BLPO - 5565 - Police Squad Car Digital Recording Systems.	Insight Public Sector Inc.	3/26/2010	3/25/2011	138,786			Other	
879	10P016	Recommissioning Nicollet Overhaul and South Garages	Toltz King Duvall Anderson and	5/17/2010	3/31/2012	123,900			Formal RFP	FTA
879	10P112	2009 Master Contracts- Electrical Services	Dunham	7/14/2010	7/13/2013	150,000	60	47	Formal RFP	FTA
884	09P187	Design and Construction Support Services for Storage Tank Additions at FTH and	Stanley Consultants Inc.	4/7/2009	12/31/2011	416,750	15	5	Formal RFP	Quality, Qualifications, Experience
884	09P212	DEF (UREA) Tanks	American Liberty Construction Inc.	5/10/2010	8/8/2010	179,600			Formal IFB	IFB (price)
884	10P024	65th and Brooklyn Boulevard Park-Ride Security System and Irrigation System.	Premier Electrical Corporation	4/28/2010	7/30/2010	117,865			Formal IFB	IFB (price)
885	09P202	Maplewood Mall Parking Structure	Bentz, Thompson and Rietow	2/4/2010	6/15/2012	939,363	36	10	Formal RFP	Qualifications of proposer, past record of performance, quality of proposal, capacity of firm
8A2	10I025	SG-2009-063 HCCRA contract #A091287	Hennepin County Regional Rail Authority	6/15/2009	10/31/2010	334,375			Other	
MT Total						\$ 48,582,770				
Total All Funds						\$ 104,588,732				

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Fund	Expense Type	Issued Date	Vendor	PO Number	Description	Contract Amount
General Fund						
Contracts between \$2,500 - \$50,000						
100		5/21/2010	TEKSystems	10P090	PMP Project Manager	47,940
100	5204	3/9/2010	McCaa, Webster & Assoc.	10P025	Silver Light Application Development	29,993
201		4/2/2010	Zan Associates	10P055	Consultant Services for Development of Transitways Guidelines	50,000
100	5204	2/19/2010	Van Iwaarden Associates	09P237	OPEB Report	19,500
100	5204	1/7/2010	Bunnett Consulting	10000105	HAY job evaluation training and quality assurance review.	4,000
507		5/12/2010	W4Sight	10P069	Measuring Public value of Geospatial Commons - MetroGIS Case Study	20,000
100	5204	6/8/2010	Xylo Technologies	10P090A	PMP Project Manager	47,953
		12/20/2010	SRF Consulting Group Inc.	10P131	2009 Master Contracts-Surveying and Rights of Way Services	50,000
100		5/26/2010	Applied Geographics Inc.	09P062	Address Points Editing Tool	13,500
100		4/8/2010	Geographic Information Services Inc	09P109	GIS Infrastructure	38,540
Subtotal Contracts, \$2,500 - \$50,000						\$ 321,426
Contracts Less Than \$2,500						
100	5204	1/6/2010	CDWG Computer Centers Inc.	10000066	Consulting to test the Blue Lake and Empire Network Configs	2,380
100	5204	1/14/2010	St Paul College	10000276	Fee for Joyce LeMay to conduct 1/15/10 Interviewing Skills class at Metro 94, 455 Etna St.	1,150
Subtotal Contracts, Less Than \$2,500						\$ 3,530
General Fund Total						\$ 324,956
MCES						
Contracts between \$2,500 - \$50,000						
		3/5/2010	Girgen Farms	09R003	Empire Land Lease	37,760
619	5204	4/27/2010	Environmental Financial Group, Inc.	10P017	Evaluating Water Conservation Programs	49,345
641		5/14/2010	Bituminous Roadways	09P214	Seneca Chemical Loading Re-grade	21,650
Subtotal Contracts, \$2,500 - \$50,000						\$ 108,755
MCES Total						\$ 108,755
MT						
Contracts between \$2,500 - \$50,000						
8A4		6/16/2010		10P139	Tactile Warning Strip Replacement at the Lake St. Station.	49,190
702		10/27/2010	Lexipol LLC	10P291	Policy Manual for Metro Transit Police Department	31,750
710		4/29/2010	BALD EAGLE ERECTORS INC.	10P068	East Metro Garage - Fall Protection Installation	22,124

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Fund	Expense Type	Issued Date	Vendor	PO Number	Description	Contract Amount
702	5202	3/5/2010	Dunham Associates	0000154808	Engineering consulting evaluation services of geothermal system at LRT O&M	5,500
702		10/20/2010	McCaa Webster & Assoc.	10P260	Service Development Data Reporting Master Plan	10,057
702		8/5/2010	Caltha LLP	10P167	Facilities SPCC	7,312
710, 711		12/14/2010	Hansen Thorp Pellinen Olson Inc. (HTPO)	10P132	2009 Master Contracts-Surveying and Rights of Way Services	50,000
710		3/15/2010	Construction Results	10P051	5th Street Garage Bollard and Chain Fence Project	42,590
702	5214	5/7/2010	Burns, Laurie	0000151935	2009 quarterly training for Peer Support	3,870
305	5204	3/9/2010	CH2M Hill	0000153603	State of good repair (SGR) FTE grant application consulting services for design	7,430
702	5204	5/28/2010	Freds Service	0000152665	P.A. Addition For Heywood HR Area	8,152
702	5204	7/28/2010	URS Corporation	0000151442	Consulting services to assist with deployment of transitmaster AVL system to MVT	15,431
702	5213	6/28/2010	Centurion Skills	0000150672	Consult w/ IC staff to customize, coordinate MToperators trng requirements	3,325
702		6/23/2010	Yocum Oil Company Inc.	10P054	Diesel Exhaust Fluid (DEF)	45,373
702		5/20/2010	Outdoor Management Inc.	10P072	Landscaping/Lawn Services at Woodbury Theater Park and Ride	25,000
702		2/18/2010	Nova Consulting Group Inc.	09P247	Ruter Garage Spill Remediation Project	39,024
884		3/23/2010	Royal Environmental Systems Inc.	10P074	P.O. 151296 OWS Tank Sysytem - South Garage	13,640
702		2/22/2010	Sample Tech	09P232	MCES EFFLUENT TESTING	14,760
702		2/1/2010	BACON MELANIE	10P014	PO 149698 Graphic Assistance of 2010	45,000
702		1/21/2010	The Green Guardian	09P234	Columbia Transit Center Snow Removal Project	25,000
702		1/26/2010	Elavon Inc.	10P031	PO 150574 Ecommerce Payment Gateway Service Provider	30,000
702		4/5/2010	The Green Guardian	10P039	Snow Removal at I-35W and CR H Park and Ride	50,000
8A3, 860		3/5/2010	Transit Resource Center	10P013	Bus Inspection Services for 61 Gillig Buses	18,500
879		6/1/2010	Premier Electrical Corporation	10P075	Light Rail Lighting Replacement	42,500
704		6/14/2010	Yocum Oil Company Inc.	10P100	Fuel Testing Services-Northstar	7,290
702		5/23/2010		05M004A	Woodlake Church parking lot lease	12,500
879		3/12/2010	Northland Mechanical Contractors Inc.	10P023	FTH Steam Trap Replacement	18,590
879		2/23/2010	N'Compass Solutions Inc.	10P007	PO 150439 FTH Computer Room Data Relocation Project	15,300
704		6/16/2010	MnDOT	10I026	TAD garage Lease with MnDOT	42,000
71R, 719		6/21/2010	Legend Technical Services	10P095	CCLRT Building Testing	24,712
702		5/26/2010	International Transit Services Inc.	10P094	ADA Compliance Audit	48,000
862		5/7/2010	Groundwater & Environmental Services	10P082	CCLRT Assesment of Asbestos and Regulated Waste-Bridges in Minneapolis and St. Paul	46,316
841		6/24/2010	Greer & Associates	10P040	Winter Driving Video for Metro Transit	28,660
		3/19/2010	First Transit Inc.	10P012	Bus Inspection Services for 40 New Flyer Articulated Buses	32,500
702		2/24/2010	EMR Inc.	10P008	LSI Environmental Investigation	7,195

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Fund	Expense Type	Issued Date	Vendor	PO Number	Description	Contract Amount
872		1/22/2010	Trapeze ITS U.S.A.	09P204	Real-Time Trip/Vehicle Locations Interface	50,000
Subtotal Contracts, \$2,500 - \$50,000						\$ 938,591
Contracts Less Than \$2,500						
702	5204	6/10/2010	Keith Gilbert Consulting	0000153397	Automate Pocket Schedule Consulting	2,000
704	5213	1/12/2010	HKC, LLC	0000149414	Design, Test and Install Sig Software Mod	2,500
702	5204	2/11/2010	Wendel Duchscherer Architects & Engineers	0000152532	Write Paper To Summarize Metro Transit Findings On CNG Conversion	2,500
703	5204	3/19/2010	Escrow Associates LLC	0000150713	Evaluation Service For Software Being Delivered To Escrow	2,000
703	5204	1/21/2010	Kimley-Horn Associates Inc.	0000153882	Drainage Analysis At Government Plaza	1,800
702	5213	5/12/2010	CB Richard Ellis	0000152616	Market Analysis - Subway Restaurant	1,250
704	5214	6/7/2010	Freds Service	0000146728	On-site evaluation and design bid/spec for intercom system at Northstar VM	1,200
702	5204	3/4/2010	Fabcon, Inc.	0000153295	Engineering drawings and details to install a door at the VMF.	1,150
703	5204	5/11/2010	Knutson, James	0000150104	Design service for rework 1 office in Finance and CS office	720
702	5204	4/15/2010	Knutson, James	0000149035	Design Services and Project Management of Furniture Install	600
703	5204	6/30/2010	HKC, LLC	0000151204	Design, Test & nstall Signal Software	2,394
Subtotal Contracts, Less Than \$2,500						\$ 18,114
MT Total						\$ 956,705
Total All Funds						\$ 1,390,416

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Fund	Reference Number	Service Description	Vendor	Start Date	End Date	Contract Amount	Plan Holders	Proposers	Solicitation Method	Evaluation Criteria Used
General Fund										
201, 8A3	10P301	Master Contracts 2010 for Design Services	SRF Consulting Group Inc.	1/20/2011	1/19/2014	350,000	56	32	Formal RFP	FTA
General Fund Total						\$ 350,000				
MCES										
631	10P216	Full Service Consultants - Master Contracts	Wenck Associates Inc.	3/14/2011	3/31/2014	200,000	29	11	Formal RFP	RFP-Non Brooks Act
631	10P224A	Full Service Contracts - Interceptor Rehab Projects (Master Contracts)	Brown and Caldwell	2/22/2011	1/31/2016	1,000,000	14	12	Formal RFP	RFP-Non Brooks Act
631	10P224B	Full Service Contract - Interceptor Rehab Projects (Master Contract)	Foth Infrastructure & Environment LLC	3/3/2011	12/31/2016	500,000	14	12	Formal RFP	RFP-Non Brooks Act
631	10P224C	Full Service Contract - Interceptor Rehab Projects (Master Contract)	Toltz King Duvall Anderson and Associates Inc. (TKDA)	3/3/2011	12/31/2016	500,000	14	12	Formal RFP	RFP-Non Brooks Act
641	09P235	East Bethel Reclaimed Water Distribution	Bolton & Menk Inc. - Chaska	4/12/2011	6/30/2014	572,161	28	8	Formal RFP	RFP-Non Brooks Act
641	10P053B	Land Acquisition and Appraisal Services - Master Contracts	Lake State Realty Services	5/16/2011	1/31/2014	200,000	24	12	Formal RFP	RFP-Non Brooks Act
MCES Total						\$ 2,972,161				
MT										
702	10P310	Master Contracts 2010 for Design Services	Wendel Duchsherer	2/11/2011	2/10/2014	250,000	56	32	Formal RFP	FTA
703	10P324	Master Contract 2011 - 2013 for On-Call Systems Engineering Services-LTK.	LTK Engineering Services	2/7/2011	2/7/2013	125,000	19	8	Formal RFP	RFP-Brooks Act
703	10P325	Master Contract 2011 - 2013 for On-Call Systems Engineering Services-AECOM.	AECOM Technical Services	5/2/2011	5/13/2011	125,000	19	8	Formal RFP	RFP-Brooks Act

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Fund	Reference Number	Service Description	Vendor	Start Date	End Date	Contract Amount	Plan Holders	Proposers	Solicitation Method	Evaluation Criteria Used
703	10P326	Master Contract 2011 - 2013 for On-Call Systems Engineering Services-RSS.	Rail Systems Solutions LLC	2/7/2011	2/7/2013	125,000	19	8	Formal RFP	RFP-Brooks Act
703	10P327	Master Contract 2011 - 2013 for On-Call Systems Engineering Services-TKDA.	Toltz King Duvall Anderson and Associates Inc. (TKDA)	2/7/2011	2/7/2013	125,000	19	8	Formal RFP	RFP-Brooks Act
710	10P247	Heywood II Garage-Conceptual Design	Wendel Duchsherer	1/24/2011	6/15/2011	249,980	36	5	Formal RFP	FTA-Brooks Act
710	11P001	Park and Ride at Rice Street and 36th.	EVS Inc. (formerly Enviroscience)	4/11/2011	7/31/2012	99,661	17	8	Formal RFP	RFP-Non Brooks Act
711	10P307	Master Contracts 2010 for Design Services	URS Inc.	2/23/2011	2/22/2014	350,000	56	32	Formal RFP	FTA
831	10P056	Phase II of Document Management Project	Advanced Strategies Inc.	1/7/2011	12/31/2011	99,550	18	2	Proposals	RFP-Non Brooks Act
884	10P302	Master Contracts 2010 for Design Services-AECOM	AECOM	5/22/2011	5/2/2014	350,000	56	32	Formal RFP	FTA
MT Total						\$ 1,899,191				
Total All Funds						\$ 5,221,352				

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Fund	Expense Type	Issued Date	Vendor	PO Number	Description	Contract Amount
General Fund						
100		5/2/2011	Soldo Consulting	11P043	Investigative Services	25,000
100		5/11/2011	TEKSystems	11P072	Project Manager for Enterprise Applications	30,005
General Fund Total						\$ 55,005
MCES						
631		1/7/2011	CNH Architects Inc	10P225	RMF Building Addition	47,150
641		5/20/2011	TurnKey Appraisals LLC	10P053C	Land Acquisition and Appraisal Services - Master Contracts	50,000
MCES Total						\$ 97,150
MT						
728		2/7/2011	SRF Consulting Group Inc.	11P025	Central Corridor LRT Project - Environmental Assessment	44,656
702		4/25/2011	IT Directions	11P063	Consulting for Software Support Agreement	24,000
MT Total						\$ 68,656
Total All Funds						\$ 220,811

Report on Professional/Technical Services Activity Environmental Services

APPENDIX B

Unit	Expense Type	Description	2011 Budget	2012 Budget
Treatment Services				
	Ash Removal	Seneca Ash Removal	\$ 40,000	\$ 30,000
	Ash Removal	Metro Ash Removal	342,000	327,500
	Consultant	EMA -Treatment Ops Plan & Proj Mgmt Skill Dvlpmnt	-	125,000
	Consultant	Training for New Products	6,000	-
	Engineering	Maintenance Support	-	2,500
	Equip.Repair	Metro Cetrifuge, HVAC,Compressors, Aeration Dif.,	263,500	136,500
	Equip.Repair	Other Plants-Process Equip, Other	40,986	83,300
	Janitorial	All plants- Janitorial	131,800	121,800
	Laboratory	Alum/Ferric Recycle,PFC,Nitrogen Removal, Ash	110,576	116,450
	Laundry	All Plants Laundry	69,352	66,650
	Maintenance	Maintenance Pool for Projects, Chemicals not Budgeted	1,105,468	821,000
	Maintenance	Metro Liquids Building Roofs	155,500	-
	Maintenance	Metro Liquids CM, PM Grit Chmbrs, Bar Screens, Conveyors	75,000	403,000
	Maintenance	Metro Liquids Biofilter Related Equip Repair	30,000	-
	Maintenance	Metro Liquids Coil Replacement Steam Trap Repair	25,000	-
	Maintenance	Metro Liquids Electrical PM	326,000	-
	Maintenance	Metro Liquids Equip Flight, Links, Air Valves, Diffusers, Chem Pumps	53,000	-
	Maintenance	Metro Solids Buildings & Grounds GRT Roof	90,000	-
	Maintenance	Metro Solids HVAC Steam Trap, Pressure Stations	75,000	520,000
	Maintenance	Metro SolidsDrain cleaning, Lube HVAC PM Training	5,000	-
	Maintenance	Maintenance BU	915,000	43,000
	Maintenance	MBU Metro Grounds	35,000	30,000
	Maintenance	Supp Serv Process Computer Equipment, R & D	10,000	5,000
	Maintenance	Blue Lk Elevator, HVAC, Valves,Pumps,Spiller, Hydrant, Grounds,ZglrCat	144,500	129,500
	Maintenance	Seneca Elevator, HVAC, Grounds, Electrical PM, Valves, Aerators	448,700	261,000
	Maintenance	Empire Air Conditioning, Doors,Grounds, Electrical PM	140,822	275,000
	Maintenance	Eagles Point -Heaters, Blowers, Pumps, Electrical PM	108,710	43,000
	Maintenance	Hastings Heaters, Blowers, Pumps, Electrical PM	27,000	135,700
	Maintenance	St Croix Heaters, Blowers, Pumps, Electrical PM	105,836	87,100
	Maintenance	Rosemount Winterization	6,000	-
	Contracted Services Other	Metro Liquids-Equipment Operations	-	62,000
	Contracted Services Other	Metro Liquids-Equipment Maintenance	100,000	190,000
	Contracted Services Other	Metro Liquids Biofilter System Repairs	30,000	-
	Contracted Services Other	Metro Liquids ERP Ventilation System	25,000	-
	Contracted Services Other	Metro Liquids Aeration Tank Cleaning	10,000	-
	Contracted Services Other	Metro Liquids RAS WAS Pump Repair	20,000	-
	Contracted Services Other	Metro Liquids Chemical Equipment Servicing EPS	60,000	-
	Contracted Services Other	Metro Liquids HVAC PM	20,000	-
	Contracted Services Other	Metro Liquids Utility, Excavation, Pipe, Hydrant Repair	50,000	-
	Contracted Services Other	Metro Liquids -Training, Grit Removal, Scum supplies,Fire Ext Tests	7,000	1,000
	Contracted Services Other	Metro Solids-Equipment Operations	-	186,500
	Contracted Services Other	Metro Solids-Equipment Maintenance	-	220,000
	Contracted Services Other	Metro Solids FLT Scum Project Testing	10,000	-
	Contracted Services Other	Metro Solids Vac Truck Services	10,000	-
	Contracted Services Other	Metro Solids Wear sludge Bins 1-4 & Sliding Frames	3,000	-
	Contracted Services Other	Metro Solids FBR Improvement Consulting	25,000	-

Report on Professional/Technical Services Activity Environmental Services

APPENDIX B

Unit	Expense Type	Description	2011 Budget	2012 Budget
Treatment Services Continued				
	Contracted Services Other	Metro Solids Scale Calibration, Testing	15,000	-
	Contracted Services Other	Metro Solids Ash Tranporter Component Replacement	30,000	-
	Contracted Services Other	Metro Solids Boiler, Valves, Filtration Repairs	45,000	-
	Contracted Services Other	Metro Solids Compressor System Improvements	15,000	-
	Contracted Services Other	Metro Solids Lawn Service, Outside Lighting	15,000	-
	Contracted Services Other	Metro Solids Admin,Gravity Sump,HVAC, Piping,Centrifuge, Alfa Laval	55,500	40,000
	Contracted Services Other	Blue Lake Water, Oil, Waste Disposal	2,000	2,000
	Contracted Services Other	Blue Lake Equipment Repair	-	21,000
	Contracted Services Other	Seneca Sand & Salt, Water, Waste Disposal	13,000	57,000
	Contracted Services Other	Empire Fire Extg Pest Cntrl, Gen.Tank, Sky Lights	58,534	99,000
	Contracted Services Other	Eagles Point Fire Extng, Pests, Grounds,Sludge Pumping	22,571	16,500
	Contracted Services Other	Hastings Fire Extng, Pests, Grounds,Sludge Pumping	14,426	13,070
	Contracted Services Other	St Croix Point Fire Extng, Pests, Grounds,Sludge Pumping	15,202	9,200
	Contracted Services Other	BUC & Mgr PDI Assessments, Admin Bldg Pest Control	38,300	55,350
	Contracted Services Other	MBU Pest Control	1,000	-
	Contracted Services Other	Supp Serv Air Permit Support, Performance Tracking	40,000	40,000
	Contracted Services Other	Supp Serv Process Instrument ,Diffuser, Bio-P Evaluation	75,000	75,000
	Contracted Services Other	Supp Serv Energy B & C Project,Automated Billing	65,000	79,000
	Contracted Services Other	Supp Serv Data Integration Consulting	25,000	90,000
	Contracted Services Other	Supp Serv Proc Computer Inventory and Disposal	30,000	50,000
	Contracted Services Other	R & D Corrosion and aeration studies	15,000	22,000
	Contracted Services Other	Maintenance BU, Warehouse, Fleet, Admin	244,500	51,000
	Printing	Copiers	32,881	39,272
	Sludge Removal	All Plants	19,750	278,110
	Solid Waste Removal	All plants -Refuse, Bulbs, Cardboard	753,762	413,607
	Security	Metro, Blue Lk, Seneca, Empire	685,878	720,390
	Software Maintenance	Business Objects, Wonderware, Anti Virus, ETL	215,000	110,000
	Biosolids Recycling	Blue Lake-NEFCO	2,300,000	2,200,000
	Contract Serv Safety	Empire Plant, Other East Plants	16,340	72,850
	Equip Rental/Lease	Metro Plant-2 generators Spring effluent pumping	191,755	2,000
	Total Treatment Services		\$ 10,306,149	\$ 8,978,849
ES Wide and General Mgrs Office				
	Printing	Copying	\$ 7,423	\$ 8,500
	Contracted Services Other	Material Safety Data,Survey	18,349	4,000
	ES Safety Contracted Serv.	Safety Training, Mgmt System and Fit Testing	29,597	35,000
	Consultant	Contingency	50,000	25,000
	Contracted Services Other	Contingency	50,000	25,000
	Consultant	Energy & Wastewater Serv. Analysis	65,000	40,000
	Legal	Bond Counsel	10,000	10,000
	Contracted Services Other	Wastewater Serv. Analysis	8,000	-
	Equipment Repair	Contingency	-	1,000
	Contracted Services Other	Security Wiring closets,T1 Lines	65,000	30,000
	Legal	Insurance Legal Workers Comp	25,000	25,000
	Insurance	Insurance	858,000	1,133,000
	Maintenance	Contingency Savings	-	-
	Total ES Wide and General Mgrs Office		\$ 1,186,369	\$ 1,336,500

Report on Professional/Technical Services Activity Environmental Services

APPENDIX B

Unit	Expense Type	Description	2011 Budget	2012 Budget
Technical Services				
	Printing	Printing	\$ 10,800	\$ 9,800
	Janitorial	Janitorial Project Sites	15,000	22,000
	Maintenance	Project Sites Office Space & Equipment	5,000	5,500
	Contracted Services Other	Special Needs	8,500	3,000
	Contracted Services Other	Replace Metro Plant CFO floor	-	25,000
	Equip Rental/Lease	Wide Printer Leases	7,500	10,000
	Total Technical Services		\$ 46,800	\$ 75,300
Interceptor Services				
	Construction Contract	Septage Site (2011), RMF Expansion Support (2012)	\$ 50,000	\$ 20,000
	Consultant	SCADA Support, Routing Study, O & M	110,000	70,000
	Computer Serv. Leased	Cimplicity Licenses	-	30,000
	Consultant	Testing & Analysis	20,000	5,000
	Consultant	Reliability Centered Maintenance Support	10,000	3,000
	Contracted Services Other	Gopher1 Call, KorTerra Locate Software, Security, Odor Hotline	90,000	75,000
	Contracted Services Other	Railroad Leases, Locating, TV Truck Equip. Repair	66,000	70,000
	Contracted Services Other	Robert St Parking, Vehicle GPS Service	65,000	-
	Contracted Services Other	Potholes, locates ,CCTV	10,000	5,000
	Contracted Services Other	Sewer Modifications	5,000	-
	Engineer	Engineering Cleanings Mgmt Study, CMOM Assist.	50,000	50,000
	Engineer	RMF Improvements	-	10,000
	Engineer	Rehab Support	-	5,000
	Janitorial	Janitorial	22,000	26,500
	Laundry	Laundry	13,500	15,000
	Maintenance	Sewer Cleaning and Televising	300,000	20,000
	Maintenance	Interceptor Maint. Agreement - Bloomington	-	25,000
	Maintenance	Pool for Projects, Work Not Specifically Budgeted	200,000	-
	Maintenance	Lifts, Pumps, Motors, Elect, Roof, Gen, Valve, Paving	200,000	210,000
	Maintenance	Sewer Pipe & Structure Repair	130,000	130,000
	Maintenance	Sewer Emergency Repairs	120,000	-
	Maintenance	RMF, Mound, Moundview	50,000	15,000
	Maintenance	Sewer I/I, Other	50,000	22,000
	Maintenance	Excavation, Boring, Equip Rental	13,500	5,000
	Printing	Printing	14,600	16,550
	Security	Septage Site	55,000	50,500
	Security	Confined Space Support	-	5,500
	Solid Waste Removal	Solid Waste Removal	54,000	59,000
	All other	All Other	30,000	8,050
	Total Interceptor Services		\$ 1,728,600	\$ 951,100

Report on Professional/Technical Services Activity Environmental Services

APPENDIX B

Unit	Expense Type	Description	2011 Budget	2012 Budget
Environmental Quality Assurance				
Consultant		Integrate Env Monitor System w/Water Quality Data Base	\$ 75,000	\$ 75,000
Consultant		Water Supply Testing, Analysis	113,000	120,000
Consultant		Consultant on FOGS	15,000	10,000
Janitorial		Janitorial-Metro 94	8,000	8,000
Laboratory		Outside Lab testing	106,500	126,835
Laundry		Laundry	8,300	9,300
Maintenance		Equipment and Leased Space Repair	45,450	44,500
Maintenance		Lab equip Service Contracts	111,000	105,640
Maintenance		Maint of Stream Monitoring Sites	15,300	17,500
Contracted Services Other		Cost Share River site monitoring (St. Croix River)	7,850	8,075
Contracted Services Other		Library Services	35,000	-
Contracted Services Other		Water Quality Database integration	-	50,000
Contracted Services Other		Local Studies	-	90,000
Contracted Services Other		Contingency	5,000	2,000
Contracted Services Other		Reuse Preliminary Design	-	10,000
Contracted Services Other		Craddock	10,000	-
Contracted Services Other		Install Monitoring Wells	10,000	-
Contracted Services Other		Lab Courier Services	30,000	35,000
Contracted Services Other		Hazardous Chem Waste Disposal	10,000	2,350
Contracted Services Other		Lab Facilities Maintenance	5,100	10,000
Contracted Services Other		Water Audits	-	50,000
Contracted Services Other		Metro Model Update	-	150,000
Contracted Services Other		Professional Services for WISKI or Aquarius Support	-	65,000
Contracted Services Other		Bio Taxonomy	-	26,250
Contracted Services Other		Permit Related Legal Work	-	20,000
Contracted Services Other		Shop Charge to Connect Lab Cooler to Emergency Power	-	42,000
Contracted Services Other		Shiely Automonitoring Site Lease	-	1,000
Contracted Services Other		Odor Panel Services (via St. Croix Sensory)	22,000	22,800
Contracted Services Other		Incinerator Emissions Tests (of Metro and Seneca Plant)	22,550	19,050
Contracted Services Other		Climate Exchange Registration	11,847	-
Temporary Help		Temp services Lab Workers	40,000	40,000
Printing		Printing	8,700	7,900
		Other	5,010	33,405
Total Environmental Quality Assurance			\$ 720,607	\$ 1,201,605
Environmental Services Total			\$ 13,988,525	\$ 12,543,354

Report on Professional / Technical Services Activity - Metro Transit Bus

APPENDIX B

Unit	Expense Type	Description	2011 Budget	2012 Budget
<u>Bus Maintenance</u>				
	Contract Maint Svc Fees	Bus surveillance system maintenance.	\$ 533,963	\$ 485,204
	Contracted Svcs / Other	Automated vehicle location / radio system maintenance.	87,410	-
	Contracted Svcs / Other	Tire repair & replacement service.	171,740	153,114
	Consultant	Miscellaneous consulting work	-	18,745
	Legal		6,288	-
	Professional Dev/Reg Fees	Professional development, misc bus maintenance contracts.	12,465	-
	Bus Maintenance Total		\$ 811,866	\$ 657,063
<u>Bus Operations</u>				
	Contracted Svcs / Other	Signage installation and maintenance, Bus Operator field audits, misc.	\$ 36,813	\$ 33,107
	Prof & Tech Fees	On-board community outreach and security.	53,854	50,850
	Security	Baker Center Alarm	38,940	38,289
	Temp Help	Temporary help.	22,230	-
	Bus Operations Total		\$ 151,837	\$ 122,246
<u>Customer Services/Public Relations</u>				
	Contract Maint Svc Fees	Warehousing & distribution services	\$ 50,278	\$ 58,843
	Contracted Svcs / Other	Headset repair, misc.	1,002	11,623
	Prof & Tech Fees	Professional development and training.	5,318	-
	Temp Help	Temporary help.	8,274	800
	Cust Svc/Pub Rel Total		\$ 64,872	\$ 71,266
<u>Engineering & Facilities</u>				
	Contract Maint Svc Fees	Facility maintenance and repair.	\$ 1,501,036	\$ 954,340
	Contract Maint Svc Fees	Snow removal and maintenance of lots.	899,661	591,064
	Contract Maint Svc Fees	Snow removal at high frequency bus stops	-	435,000
	Prof & Tech Fees	Professional development and training.	35,854	-
	Consultant	Engineering services	434,859	175,013
	Security	Security services	55,583	36,060
	Janitorial	Janitorial services.	25,845	25,845
	Software Maint	Software maintenance.	-	19,514
	Engn & Facil Total		\$ 2,952,838	\$ 2,236,836
<u>Finance</u>				
	Accounting/Auditing External	Bank service charges, credit card processing fees, bill changer service, Telecheck check guarantee svc., Transit store non-routine cleaning service, coin verifiers & wrappers, dollar bill stackers.	\$ 70,000	\$ 70,653
	Contract Maint Svc Fees		445,293	302,300
	Professional Dev/Reg Fees	Professional development	2,512	-
	Janitorial		3,891	3,500
	Security		107,133	107,105
	Temp Help	Temporary help.	10,176	42,000
	Finance Total		\$ 639,005	\$ 525,558
<u>Marketing</u>				
	Contracted Svcs / Other	Pass-thru grants to Commuter Service Organizations for advertising activities.	\$ 1,075,048	\$ 1,044,731
	Transit Marketing	Media buys including radio, television and newspaper	759,947	550,000
	Prof & Tech Fees	Professional media consulting services.	73,524	150,000
	Printing		3,139	-
	Security		1,294	-
	Temp Help	Temporary help.	53,272	28,436
	Marketing Total		\$ 1,966,224	\$ 1,773,167

Report on Professional / Technical Services Activity - Metro Transit Bus

APPENDIX B

Unit	Expense Type	Description	2011 Budget	2012 Budget
<u>Police/Security</u>				
	Contract Maint Svc Fees	Building security alarms/equipment systems and monitoring.	\$ 319,204	\$ 222,545
	Professional Dev/Reg Fees	Professional development including firearm and use of force training	48,746	10,000
	Staff Car Services		-	1,000
	Contract Maint Svc Fees	Security equip repair	-	43,650
	Police/Security Total		\$ 367,950	\$ 277,195
<u>Purchasing</u>				
	Contracted Svcs / Other	Testing of bulk fuel, oil, coolant; misc.	\$ 873	\$ -
	Professional Dev/Reg Fees	Professional development and training.	4,357	-
	Purchasing Total		\$ 5,230	\$ -
<u>Safety</u>				
	Contracted Svcs / Other	Air sampling and testing, hazardous information services, system safety support, misc.	\$ 174	\$ 3,663
	Professional Dev/Reg Fees	Professional development and training.	3,489	-
	Safety Total		\$ 3,663	\$ 3,663
<u>Service Development</u>				
	Consultant	Bus Rapid Transit corridor analysis	\$ 55,680	\$ 15,000
			\$ 55,680	\$ 15,000
<u>Executive, Risk Mgmt, General</u>				
	Prof & Tech Fees	Includes legal, safety oversight management, Metro Energy Policy Coalition, misc.	\$ 70,152	\$ 65,440
	Contract Maint Svc Fees	Office equipment (copy machine) maintenance and repair, misc.	12,319	27,543
	Consultant	Legal expense	-	200,000
	Maintenance	Agency wide equip repairs & maintenance	-	80,187
	Contract Maint Svc Fees	Other miscellaneous maintenance	-	27,080
	Exec, Risk Mgmt, Gen Total		\$ 82,471	\$ 400,250
	Total Metro Transit Bus		\$ 7,101,636	\$ 6,082,244
Hiawatha Operations				
	Prof & Tech Fees	Rail Systems Maintenance. Electrical, mechanical & civil engineering, signal system consulting & testing, switch machine rebuilding, cable insulation testing, misc.	\$ 193,146	\$ 495,000
	Contract Maint Svc Fees	Train controlling & dispatch system software maintenance, track repair, ticket vending machine repair, misc.	316,011	216,604
	Contracted Svcs / Other	Snow removal, pest control, misc.	78,994	191,000
	Security	Armored car service fees.	47,481	53,050
	Total Hiawatha LRT Operations		\$ 635,632	\$ 955,654
Northstar Operations				
	Prof & Tech Fees	Consulting and professional fees, misc.	\$ -	\$ 43,934
	BNSF Contracted Operations	Burlington Northern Santa Fe vehicle operations.	\$ 5,665,090	\$ 4,139,504
	Contracted Svcs / Other	BNSF Maintenance of locomotive and cars.	-	2,007,062
	Contracted Svcs / Other	Maintenance of facility & station, snowplowing of maintenance facility and stations, maintenance for corrective action.	926,406	320,500
	Contracted Svcs / Other	Maintenance of shop equipment, security alarm, other subcontracts & consulting.	-	388,128
	Total Northstar Operations		\$ 6,591,496	\$ 6,899,128
	TOTAL METRO TRANSIT		\$ 14,328,764	\$ 13,937,026

Report on Professional/Technical Services Activity MTS

APPENDIX B

Unit	Expense Type	Description	2011 Budget	2012 Budget
Transportation Planning				
Consultant		Transportation Planning Consultants	\$ 1,371,157	\$ 1,306,595
Consultant		Travel Behavior Inventory (TBI)	\$ -	\$ 895,000
Contracted Services		Miscellaneous	2,000	5,000
Total Transportation Planning Fund			\$ 1,373,157	\$ 2,206,595
Metro Mobility				
Consultant		Electronic Fare Integration	\$ 50,000	\$ 50,000
Contracted Services		Trapeze Training	30,000	30,000
Consultant		Project Management for AVL Implementation	-	150,000
Maintenance		Miscellaneous	10,000	10,000
Total Metro Mobility			\$ 90,000	\$ 240,000
Metropolitan Transportation Services Total			\$ 1,463,157	\$ 2,446,595

Report on Professional/Technical Services Activity Community Development

APPENDIX B

Unit	Expense Type	Description	2011 Budget	2012 Budget
Division Management				
	Contractual Services Other	Strategic Planning	\$ 34,090	\$ 50,000
	Total Division Management		\$ 34,090	\$ 50,000
Parks				
	Consultant	Regional Parks Consulting	\$ -	\$ 10,000
	Total Parks		\$ -	\$ 10,000
Local Planning Assistance				
	Contractual Services Other	Comprehensive Plan Assistance	\$ 35,000	\$ -
	Total Local Planning Assistance		\$ 35,000	\$ -
Research				
	Consultant	Forecast Model Building	\$ 25,000	\$ 135,000
	Contractual Services Other	Survey Administration Residents&Housing	80,000	63,500
	Contractual Services Other	Forecast Model Building	87,900	69,500
	Total Research		\$ 192,900	\$ 268,000
RSP & Growth Strategy				
	Consultant	Writer for Development Framework	\$ -	\$ 50,000
	Consultant	Web designer for Development Framework	-	50,000
	Consultant	Park Planning	10,000	-
	Consultant	Central Corridor Projects	-	3,000,000
	Consultant	Regional Policy Conference	15,000	-
	Total RSP & Growth Strategy		\$ 25,000	\$ 3,100,000
Subtotal Community Development - General Fund			\$ 286,990	\$ 3,428,000
Metropolitan Housing and Redevelopment Authority				
HRA - Rent Assistance Programs				
	Accounting & auditing	Annual audit	\$ 8,000	\$ 8,000
	Consultant	Ray Adair	7,000	-
	Contractual Services Other	Housing Link	60,000	60,000
	Contractual Services Other	Interpreter Services	10,000	7,000
	Contractual Services Other	Lead Issues	13,000	22,000
	Contractual Services Other	Thompson & Associates	60,000	60,000
	Contractual Services Other	Misc Housing Related	14,000	14,000
	Contractual Services Other	Klitzke/Wilder inspection services	30,000	21,000
	Contractual Services Other	Legal-Mary Dobbins	15,000	25,000
	Temporary Help		5,000	5,000
	Total HRA		\$ 222,000	\$ 222,000
Family Affordable Housing Program				
	Association Dues		\$ 150,000	\$ 150,000
	Contractual Services Other	Lawn Care, maintenance, carpet cleaning, plumbing, painting, etc	120,000	110,000
	Garbage & Trash Removal		43,000	40,000
	Maintenance of properties	Management services-Kingwood	375,000	375,000
	Management Company Fees	Management services-Kingwood	175,000	175,000
	NonRoutine Maintenance Rehab	Various vendors	225,000	225,000
	Property Taxes	PILOT and special assessments	62,000	60,000
	Water, Electricity & Gas	Cities and various utility companies	81,000	80,000
	Total FAHP		\$ 1,231,000	\$ 1,215,000
Subtotal Community Development - HRA/FAHP			\$ 1,453,000	\$ 1,437,000
Community Development Total			\$ 1,739,990	\$ 4,865,000

Unit	Expense Type	Description	2011 Budget	2012 Budget
Legal Office	Contractual Services Other	Court Reporter Services	\$ 43,000	\$ 38,000
	External legal services	External legal services	1,211,000	1,208,000
	Total Legal Office		\$ 1,254,000	\$ 1,246,000
Office of Diversity	Consultant	Investigative Services	\$ 37,000	\$ 37,000
	Contractual Services Other	Diversity & DBE Training, Diversity Analysis, Document	12,000	12,000
	Temporary Help	Temporary Help	8,000	8,000
	Total Office of Diversity		\$ 57,000	\$ 57,000
Regional Administrator	Consultant	other	\$ 2,000	\$ 2,000
	Total Regional Administration		\$ 2,000	\$ 2,000
-Administration	Temporary Help	Admin Support Need	\$ 23,000	\$ 23,000
Human Resources - Administration			\$ 23,000	\$ 23,000
- Labor Relations	Consultant	Labor negotiations Consultant	\$ 22,500	\$ -
	Contractual Services Other	Labor relations strategy	22,500	22,500
	Contractual Services Other	Compensation Strategy and Surveys	-	4,100
	Contractual Services Other	Preparation and presentation -arbitrations	-	15,000
	Human Resources - Labor Relations			\$ 45,000
- LOD	Contractual Services Other	Mgmt / Employee Development training	\$ 66,000	\$ 73,200
	Consultant	Learning Management System	10,000	5,000
	Contractual Services Other	Survey Design	1,800	1,800
	Contractual Services Other	Web-based training	26,000	35,000
	Contractual Services Other	PDI: Assessment/Consulting/Models	20,000	15,000
	Human Resources - Learning and Organizational Development			\$ 123,800
- Staffing & Compensation	Consultant	Hay Evaluations	\$ 9,500	\$ -
	Consultant	Testing/Exams/Assessments	36,200	33,200
	Contractual Services Other	Pre-employment Checks-Background Investigations	71,500	75,000
	Human Resources - Staffing and Compensation			\$ 117,200
- Occupational Health	Consultant	Occupational Health, Employment Testing	\$ 203,000	\$ 218,000
	Contractual Services Other	Drug & Alcohol Testing, collection, MRO	200,000	185,000
	Human Resources - Occupational Health			\$ 403,000
- HRIS	Consultant	Implementation of E-benefits (On-line enrollment)	\$ 74,000	\$ -
Human Resources - HRIS			\$ 74,000	\$ -
- Benefits Administration	Consultant	Actuarial- OPEB Study	\$ -	\$ 23,835
	Consultant	Benefit Consulting labor Negotiations	10,000	8,000
	Consultant	Prepare Med Supp Rpt	-	5,500
	Consultant	Actuarial Consulting - Labor Management	-	50,000
	Consultant	Communications Consulting & Services	-	6,000
	Consultant	Benefits consultant	8,000	-
	Consultant	Medicare Part D Actuarial Attestation	3,500	-
	Contractual Services Other	Flex spending admin. (Acclaim)	35,000	35,000
	Contractual Services Other	DOR & Associates (Employee Assistance Programs)	68,750	60,000
	Human Resources - Benefits Admin.			\$ 125,250
Total Human Resources			\$ 911,250	\$ 894,135

Unit	Expense Type	Description	2011 Budget	2012 Budget	
Government Affairs	Contractual Services Other	Met Council portion of Sr. Policy Advisory	\$ 10,000	\$ 10,000	
	Consultant	Legislative Strategy and Transp. PIng Support	2,000	2,000	
	Consultant	Met Council portion of Governor's Washington DC office	28,000	28,000	
	Consultant	Contingency	10,000	10,000	
	Total Government Affairs			\$ 50,000	\$ 50,000
Communications	Consultant	Contingency	\$ 25,000	\$ 20,000	
	Contractual Services Other	Other	38,403	33,002	
	Contractual Services Other	Graphics--design, Newsletter, Media clipping	37,500	44,998	
	Contractual Services Other	Metro Council print publication	9,000	10,000	
	Contractual Services Other	Council Newsletter	7,577	7,500	
	Contractual Services Other	Computer services--Online Subscriptions for library	5,000	5,000	
	Contractual Services Other	New Website	-	200,000	
	Contractual Services Other	Digital Photo Catalogue Web Services	8,000	10,000	
	Contractual Services Other	Email Data base for Newsletter	500	500	
	Temporary Help	Temporary Help-Contingency	3,020	3,000	
	Total Communications			\$ 134,000	\$ 334,000
	Fiscal Services	Accounting & auditing	Annual audit by State Auditors	\$ 210,000	\$ 210,000
Computer services		Bloomberg Investments	25,000	25,000	
Contractual Services Other		Doc Mgmt, Pay Cards, Other Business Process Needs	50,000	-	
Contractual Services Other		Sympro Other Treasury	10,500	10,500	
Contractual Services Other		Financial Analysis	10,000	10,000	
Contractual Services Other		Projects - CFO needs	-	100,215	
Contractual Services Other		Fixed Asset Annual Update	115,000	25,000	
Contractual Services Other		US Bank Banking Service fees	227,980	239,500	
Total Fiscal Services			\$ 648,480	\$ 620,215	
Information Services	Hardware Maintenance		\$ 427,000	\$ 458,340	
	Contractual Services Other	Disposal of Obsolete Equipment	10,000	10,000	
	Contractual Services Other	Web Server Program and Related Services-Archwing	51,000	29,500	
	Contractual Services Other	Web Site Hosting and Related Services-IPHouse	38,000	33,500	
	Contractual Services Other	Web Streaming-Granicus	12,000	15,000	
	Contractual Services Other	Work station replacement	11,175	11,175	
	Contractual Services Other	Iron Mountain storage	25,000	9,000	
	Contractual Services Other	Message Labs (Spam, virus filtering service)	33,000	33,000	
	Contractual Services Other	OET - servers hosting	156,000	230,000	
	Contractual Services Other	Van Leases	13,500	7,500	
	Contractual Services Other	Hosted Service for internal training-Learning Center	-	90,000	
	Consultant	Transit/ES/RA Projects	340,000	340,000	
	Software Maintenance	Variety software packages	4,074,789	4,516,300	
	Total Information Services			\$ 5,191,464	\$ 5,783,315
GIS	Consultant	GIS Consultant	\$ 36,000	\$ 36,000	
	Contractual Services Other	GIS Parcel Data (Counties)	28,000	28,000	
	Contractual Services Other	Regional GIS Projects	22,000	22,000	
	Contractual Services Other	Census Geog. Alignment (Once every 10 years)	-	50,000	
	Contractual Services Other	Street Centerlines (Lawrence Group)	65,000	65,000	
Total Geographic Information Systems			\$ 151,000	\$ 201,000	

Unit	Expense Type	Description	2011 Budget	2012 Budget
Central Services	Contractual Services Other	Storage-Iron Mountain	\$ 49,800	\$ 55,800
	Contractual Services Other	Pagers-USA Mobility	6,000	4,500
	Contractual Services Other	Courier Services	20,000	24,000
	Contractual Services Other	Postage Machine-Neopost	7,000	-
	Contractual Services Other	Vehicle parking	-	9,000
	Contractual Services Other	Water Dispenser Rent-Premium Water	1,200	1,200
	Contractual Services Other	Document Management	-	254,107
	Equipment Repair	Mailroom equipment	-	500
	Temporary Help	Phone coverage first floor	2,500	1,500
	Total Central Services			\$ 86,500
Risk Management	Consultant	Contingency	\$ 100,000	\$ -
	Consultant	Contract reviews, risk consultant	16,500	18,000
	Total Risk Management			\$ 116,500
Budget and Evaluation	Accounting & auditing	Federal OMB A-87 Cost Allocation Plan	\$ 20,000	\$ 20,000
	Total Budget and Evaluation			\$ 20,000
Purchasing	Consultant		\$ -	\$ 1,000
	Total Purchasing			\$ -
Audit	Consultant	External Investigative Assistance	\$ 5,000	\$ 5,000
	Accounting & auditing	External Auditing Services	1,000	1,000
	Total Audit			\$ 6,000
REGIONAL ADMINISTRATION TOTAL			\$ 8,628,194	\$ 9,583,272

**METROPOLITAN COUNCIL
2012 OPERATING CAPITAL
SOURCES OF FUNDS AND EXPENDITURES**

APPENDIX C

	Capital Outlay	Rent	Rent Rebate	Total 390 N. Robert	Total
SOURCES OF FUNDS					
Environmental Services	\$ 472,000	\$360,360	(\$53,850)	\$ 306,510	\$ 778,510
Transportation	68,820	\$216,410	(\$21,150)	195,260	264,080
General Fund	198,660	\$1,349,720	-	1,349,720	1,548,380
HRA	26,330	\$188,280	-	188,280	214,610
TOTAL SOURCES OF CAPITAL FUNDS	\$ 765,810	\$ 2,114,770	\$ (75,000)	\$ 2,039,770	\$ 2,805,580
CAPITAL-BY DIVISION & PROGRAM					
REGIONAL ADMINISTRATION					
GIS-Plotter/Laser Printer	\$ 17,000	\$ -	\$ -	\$ -	\$ 17,000
Desktop Replacement	57,660	-	-	-	57,660
Laptop Replacement	22,840	-	-	-	22,840
Printer Replacement	19,310	-	-	-	19,310
Subtotal Regional Administration (010)	\$ 99,810	\$ -	\$ -	\$ -	\$ 99,810
Replacement Hardware/Software	\$ 575,000	-	-	-	\$ 575,000
Security Improvements	150,000	-	-	-	150,000
Disaster Recovery/Business Continuity	-	-	-	-	-
Enterprise Projects	300,000	-	-	-	300,000
Telephone/Mobile Computing/Video Conferencing	75,000	-	-	-	75,000
Collaboration/Proj. Mgmt/Process Flow Soft/Hardware	-	-	-	-	-
Web Technology	50,000	-	-	-	50,000
OET Switch	200,000	-	-	-	200,000
Emerging Technologies	75,000	-	-	-	75,000
Storage/Backup	50,000	-	-	-	50,000
SQL Server Architecture	-	-	-	-	-
Subtotal Infrastructure Capital Projects	\$ 1,475,000	\$ -	\$ -	\$ -	\$ 1,475,000
Less: MT Capital Portion	(826,000)	-	-	-	(826,000)
ES Capital Portion	(472,000)	-	-	-	(472,000)
Net Regional Administration	\$ 177,000	\$ -	\$ -	\$ -	\$ 177,000
CENTRAL SERVICES					
Building Expenses - 390 N. Robert	\$ -	\$2,074,560	\$ -	\$ 2,074,560	\$ 2,074,560
Furniture & Equipment	-	\$80,000	-	\$ 80,000	80,000
Subtotal Central Services	\$ -	\$ 2,154,560	\$ -	\$ 2,154,560	\$ 2,154,560
ENVIRONMENTAL SERVICES					
ES Capital Portion	\$ 472,000	\$ -	\$ -	\$ -	\$ 472,000
TOTAL CAPITAL OUTLAY	\$ 1,591,810	\$ 2,154,560	\$ -	\$ 2,154,560	\$ 2,920,370
NET CHANGE IN RESERVES	\$ (826,000)	\$ (39,790)	\$ (75,000)	\$ (114,790)	\$ (114,790)

METROPOLITAN COUNCIL

STAFF COMPLEMENT IN FTE'S

	<u>Actual 2008</u>	<u>Actual 2009</u>	<u>Actual 2010</u>	<u>*Actual YTD 2011</u>	<u>Proposed 2012</u>
Regional Administration					
Chair & Council	2	2	2	2	1
Regional Administrator	3	3	3	3	3
Diversity	7	7	8	7	11
Internal Audit	6	5	6	6	5
Intergovernmental Relations	3	3	3	3	3
Communications	15	15	14	13	14
Procurement & Contracts	11	11	13	22	26
Risk Management	13	12	13	13	13
Budget & Evaluation	3	3	3	4	4
Fiscal Services	31	32	33	34	34
Central Services	6	6	5	4	7
Information Systems	58	67	68	69	73
Information Systems - GIS	9	8	7	9	10
Legal	9	8	9	10	12
Human Resources	32	33	33	34	32
Vacancy Factor	-	-	-	-	(5)
Total Regional Administration	<u>208</u>	<u>214</u>	<u>221</u>	<u>232</u>	<u>243</u>
Community Development					
Division Administration	4	4	6	7	7
Research	8	8	7	9	8
Planning & Growth	12	13	13	13	17
Livable Communities	8	7	5	4	5
Parks	2	2	2	2	2
Housing & Redevelopment	35	33	33	34	38
Total Community Development	<u>68</u>	<u>68</u>	<u>67</u>	<u>70</u>	<u>77</u>
Environmental Services					
General Manager's Office	18	19	20	20	20
Treatment Services	386	379	384	387	400
Interceptor Services	78	78	79	78	76
Technical Services	65	67	65	63	79
Environmental Quality Assurance	106	105	103	100	105
ES Wide Labor Pool	-	-	-	-	7
Vacancy Factor	-	-	-	-	(11)
Total Environmental Services	<u>652</u>	<u>648</u>	<u>652</u>	<u>648</u>	<u>676</u>

METROPOLITAN COUNCIL

STAFF COMPLEMENT IN FTE'S

	<u>Actual 2008</u>	<u>Actual 2009</u>	<u>Actual 2010</u>	<u>*Actual YTD 2011</u>	<u>Proposed 2012</u>
Metro Transit Bus					
MT Training	15	18	26	21	16
MT Administration	25	26	27	27	31
MT Marketing	24	24	25	24	27
MT Service Development	27	28	30	30	30
MT Finance	130	136	138	131	137
MT Police	85	79	90	88	93
MT Operations	1,555	1,511	1,489	1,514	1,518
MT Maintenance	440	440	435	430	454
MT Facilities	84	85	87	90	90
MT Transit Information Center	43	44	43	42	39
Total Metro Transit Bus	<u>2,428</u>	<u>2,391</u>	<u>2,390</u>	<u>2,397</u>	<u>2,435</u>
Central Corridor					
Central Corridor	<u>33</u>	<u>37</u>	<u>47</u>	<u>65</u>	<u>87</u>
Total Central Corridor	<u>33</u>	<u>37</u>	<u>47</u>	<u>65</u>	<u>87</u>
Hiawatha LRT					
HLRT Administration	18	19	20	20	24
HLRT Operations	54	54	57	56	57
HLRT Maintenance	66	77	80	81	84
HLRT Facilities	10	10	10	10	14
HLRT Finance	4	4	5	4	5
Total Hiawatha LRT	<u>151</u>	<u>165</u>	<u>172</u>	<u>172</u>	<u>183</u>
Northstar					
NS Administration	-	3	4	3	5
NS Maintenance	-	13	27	28	31
NS Facilities	-	2	4	3	7
NS Finance	-	1	2	2	2
Total Northstar	<u>-</u>	<u>19</u>	<u>38</u>	<u>36</u>	<u>45</u>
Southwest Corridor					
Southwest Corridor	<u>-</u>	<u>-</u>	<u>-</u>	<u>2</u>	<u>7</u>
Total Southwest Corridor	<u>-</u>	<u>-</u>	<u>-</u>	<u>2</u>	<u>7</u>
Subtotal Metro Transit	2,612	2,613	2,647	2,673	2,757
Metro Transit Vacancy Factor	-	-	-	-	(55)
Total Metro Transit after Vacancy Factor	<u>2,612</u>	<u>2,613</u>	<u>2,647</u>	<u>2,673</u>	<u>2,702</u>
Metropolitan Transportation Services					
Transportation Planning	20	20	21	20	20
Regular Route	6	6	8	8	7
Rural Small Urban	1	1	-	-	1
Metro Mobility	13	12	10	9	10
Total MTS	<u>40</u>	<u>39</u>	<u>39</u>	<u>37</u>	<u>38</u>
Total Transportation	<u>2,651</u>	<u>2,652</u>	<u>2,686</u>	<u>2,710</u>	<u>2,740</u>
Total MC FTE's	<u>3,580</u>	<u>3,582</u>	<u>3,625</u>	<u>3,659</u>	<u>3,735</u>

* as of 9/30/2011

*Metropolitan Council 2012 Unified Operating 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.
c. Debt Service Fund	To account for the accumulation of resources and payment of 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.