



METROPOLITAN COUNCIL

2003 UNIFIED OPERATING BUDGET

Adopted December 18, 2002

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2003

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Metropolitan Council

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

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Metropolitan Council 2003 Budget

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BUDGET MESSAGE

Metropolitan Council 2003 Unified Budget Budget Message

Date: December 18, 2002

To: Ted Mondale, Chair and Metropolitan Council Members

From: Lee Sheehy, Regional Administrator

Subject: 2003 Metropolitan Council Unified Operating Budget

The 2003 Unified Operating Budget being presented to you includes all operating and planning units of the Metropolitan Council. This budget presents the detail for all operating costs, debt service, grants, loans and pass-through for Environmental Services, Transportation, Policy Alignment and Development and Regional Administration.

The Metropolitan Council's budget addresses the charge given to the agency by the Ventura Administration's Big Plan – which is to create healthy, vital communities by focussing the work of the Council on the Governor's Smart Growth initiative.

The budget also addresses and supports the Council's Mission Statement which is:

"Improving regional competitiveness in the global economy, so this region is one of the best places to live, work, raise a family, and do business."

IMPLEMENTING STRATEGIES

To address this mission, the 2003 Budget is focussed on implementing the Council's four strategies:

1. Infrastructure: Provide high quality, effective services.
2. Quality of life: Provide smart growth tools and support so that cities can build communities where people want to live, work, raise a family and do business.
3. Communication and constituency building: Build support among the public and decision-makers for regional approaches to issues.
4. Alignment: Focus all of the work of Metropolitan Council members and staff on achieving this purpose.

BLUEPRINT 2030

Blueprint 2030 has been a two-year project with extensive community input to develop a new regional action plan for growth. This comprehensive strategy of regional policies focuses on integrating transportation, housing development and environmental protection to strengthen the region's quality of life. The Council plans to adopt Blueprint 2030 by the end of 2002. The objectives of the strategy are:

- Increase lifecycle and affordable housing;
- Preserve and protect natural resources;

Metropolitan Council 2003 Unified Budget Budget Message

- Support rural communities and preserve agricultural lands;
- Provide greater transportation choices linked to development patterns and jobs;
- Reinvest in fully developed and older communities;
- Invest in new, developing communities;
- Focus growth and redevelopment in urban and rural centers and along corridors.

2003 OPERATING BUDGET OVERVIEW

Operating expenditures are proposed at \$412.1 million, up 7.7 percent from \$382.5 million in 2002. Grant and loan expenditures are proposed at \$56.9 million, up from \$54.9 million; and the budget for debt service is proposed at \$102.2 million, which is up from \$98.5 million in 2002.

The total budget for operations, grant and loans, and debt service is \$571.2 million, an increase of 6.6 percent from \$535.9 million in 2002.

The total combined 2003 property tax levy for all Council purposes is \$69.4 million, which is a 16.4 percent increase from the 2002 levy of \$59.6 million. The increase is primarily for debt service levies (83% of the increase supports transit and parks debt service). Property tax recommendations are at the levy limit for the Highway Right-of-Way program and the Livable Communities levies. The general operating levy is \$65,000 below the levy limit.

TRANSPORTATION DIVISION

The transportation budget is structured to support a growing transit system. Transit ridership and service are budgeted to increase in 2003, with Metro Transit being among the nation's fastest-growing bus systems. This is an integral part of the Council's 2025 Transportation Policy Plan to double the system and greatly expand transit service. The 2003 transit budget includes support for the base transit system at the current level of service, plus support for expansion of service at a rate that doubles the system in 20 years. Transit expansion in 2003 is contingent upon the amount of transit support to be appropriated by the 2003 Legislature. The 2003 budget includes \$58.7 million from the "base" biennial state appropriation for transit support, plus \$5.2 anticipated additional state funding for transit system expansion.

In addition, the budget continues support for the Hiawatha light rail project, which is an integral step in developing a true, multimodal transportation system that will efficiently serve the residents of the Twin Cities region and serve as a tool to channel regional growth and redevelopment. Light rail construction began in 2001. As of October 2002, 58 percent of the construction was completed. Operations will begin in April 2004.

In 2003, the division will continue restructuring transit service, linking transit to community development, enhancing transit performance, and implementing the 2025 Transportation Policy Plan.

Legislation passed by the 2001 Legislature eliminated the authority of the Council and Opt Out communities to levy property taxes for transit operations, beginning for property taxes collected in calendar year 2002. Instead, the State will transfer a portion of the state's Motor Vehicle Excise Tax (MVET) to the Council to replace the property tax for transit operations. For the State fiscal

Metropolitan Council 2003 Unified Budget Budget Message

year 2003, the State has dedicated 20.5% of the MVET, or a projected \$116.6 million, for Twin Cities metropolitan area transit needs. Revenues will be distributed to the Council and opt out communities by formula. For state fiscal year 2004 and beyond, an additional 2% of state MVET receipts will be transferred to the Council, subject to state appropriation.

ENVIRONMENTAL SERVICES DIVISION

Metropolitan Council Environmental Services (MCES) exists to support the Council's smart growth mission by protecting the public health and environment and providing its customers efficient and effective water resources management.

The 2003 budget supports MCES's focus on balance and value and includes updates of the Environment Policy Plan, coordination between urban and rural services, watershed-based master plans, and being among the top 5 by 2005 within the industry regarding cost and quality competitive services.

POLICY ALIGNMENT AND DEVELOPMENT

In 2003, Policy Alignment and Development will focus its resources, tools and incentives on implementation of Blueprint 2030, the Council's new regional action plan. Blueprint 2030 is a comprehensive strategy of regional policies and investments focused on integrating transportation, housing, development and environmental protection to support the region's quality of life.

In addition, the Division is undertaking a significant "first" for the Council by implementing the Family Affordable Housing Program, which will result in the Council owning and managing affordable housing units, a key step in addressing the region's critical affordable housing shortage. 2003 will be the first full year of operations for the Family Affordable Housing Program.

In 2003 the Council will provide grant and loans of \$56.9 million. Livable Communities grants will be \$15.9 million with funds provided primarily through property taxes.

REGIONAL ADMINISTRATION

The majority of the Regional Administration budget is allocated to the operating and line divisions of the Council in recognition of the Council-wide benefit for the services provided by Regional Administration.

Regional Administration major priorities for 2003 will be to continue supporting the Council's operating units by providing high quality, cost effective services. In addition, Regional Administration will focus on communications and regional constituency building to build public support for Council strategies including Blueprint 2030 implementation, Smart Growth, transit and affordable housing.

LEGISLATIVE COMMISSION ON METROPOLITAN GOVERNMENT

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

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

CONCLUSION

The 2003 Unified Budget focuses the work of the Council on key issues shaping the region and supports the Council's mission of making this region one of the best places in the world to live, work, raise a family, and do business. If done well, the initiatives outlined in this budget will lead to an increased quality of life for all of the citizens of the Twin Cities region.

This budget provides the necessary resources for the Council to effectively meet its goals and the goals outlined in the Ventura Administration's Big Plan and Blueprint 2030, which is to focus the work of the Council on the Smart Growth initiative. With smart growth as its guiding principle, the Council is focusing in 2003 on its four primary implementing strategies to achieve its purpose.

PURPOSE, STRATEGIES, ORGANIZATION AND STRUCTURE

Metropolitan Council 2003 Unified Budget

Purpose, Strategies, Organization and Structure

PURPOSE

The purpose of the Metropolitan Council is to: *Improve regional competitiveness in the global economy, so this Region is one of the best places to live, work, raise a family and do business.*

CORE STRATEGY

The Metropolitan Council will contribute to the competitiveness of the region and the prosperity of its citizens by improving mobility, protecting our environmental resources and agricultural land, and improving our quality of life.

The purpose of the Council is to improve the region, so that the Twin Cities compete with the world's best places to live and work. When we succeed, and when we tie productivity gains to income gains, we will create opportunities and choices for every person and every community in the region.

The Metropolitan Region will succeed when our schools offer the education and training that people need to work in the new economy. We will succeed when our roads, buses, trains and information highways efficiently connect people, products and information with the world, and don't waste time with congestion. We will succeed when our communities are safe, clean, healthy, convenient and interesting places to live.

Many people and organizations, and especially local government contribute to improving this region's competitiveness. Many factors that shape the future of this region are outside the control of the Metropolitan Council. However, the Council has powerful tools, and we are committed to applying these to improve regional competitiveness, and the prosperity and quality of life of people in the region.

Working Strategies

The Metropolitan Council's budget addresses the charge given to the agency by the Ventura Administration's Big Plan—which is to create healthy, vital communities by focussing the work of the Council on the Governor's Smart Growth Initiative. With smart growth as its guiding principle, the Council is focusing on four primary regional strategies to achieve its purpose.

1. Infrastructure: provide high quality, cost effective services.

We will improve the mobility of our citizens and businesses, because improved mobility is an economic asset and a competitive advantage. To make this happen, we will run a multi-modal transit system that gets people where they want to go, when they want to get there. We will connect transit with land uses that improve the livability of communities. We will operate a wastewater treatment system that is efficient and improves regional water quality. We will contribute to the affordability of the region by expanding and supporting efforts to build affordable housing throughout the region.

Metropolitan Council 2003 Unified Budget

Purpose, Strategies, Organization and Structure

2. Quality of life: provide smart growth tools and support so that cities can build communities where people want to live, work, raise a family and do business.

We will focus our resources to make it easier for cities, townships and counties to make choices that will make them competitive. To do that, we use resources such as the Livable Communities Act, transit funding available through the Transportation Advisory Board, and water quality improvement grants to support communities that choose more livable, mixed use development patterns. We will support cities that create transit-oriented, mixed-use development, town centers, affordable housing, and other land use and redevelopment patterns that preserve agricultural land, improve their residents' quality of life and enhances the competitiveness of the region. By emphasizing incentives rather than penalties, these successful projects will demonstrate results and be the best incentives for communities throughout the region to follow. Council members will play a crucial role in advancing these projects in their districts, and throughout the region.

3. Communications and constituency building: build support among the public and decision-makers for regional approaches.

We will develop the research and communications necessary to win support for regional competitiveness. We will bring together business, government and citizens to discuss regional issues and forge solutions. We will build broad support among the general public and decision-makers for these regional approaches. We will be effective advocates for regional competitiveness with other levels of government, so that they align their resources and authority to achieve the same aims. The Chair and Council members will play a key role in delivering our message and building a regional constituency.

4. Alignment: focus all the work of Metropolitan Council members and staff on achieving the Council's mission.

We will create more flexible ways of interacting with cities, townships and counties. We will get focused and stay focused on the Council's purpose and aims. We will stop doing the things that do not advance our central purpose, and when necessary we will reallocate resources to focus on our priorities. We will create a performance-based culture where our work is directly tied to the results we seek. We must make sure that state policies that affect the region are aligned with our purpose and aim. The Chair and council members will be crucial in achieving this alignment.

Organization and Structure

The Metropolitan Council (the "Council") was created in 1967 by the State Legislature (Laws of Minnesota 1967, Chapter 896, and Minnesota Statutes, Chapter 473) as a governmental unit responsible for the coordination of planning and development of the seven-county metropolitan area (the "Area"). The Metropolitan Reorganization Act of 1994 made substantial changes in the metropolitan regional government structure. Most fundamentally, the Council was established as a public corporation and political subdivision of the State, and the functions of three regional agencies

Metropolitan Council 2003 Unified Budget Purpose, Strategies, Organization and Structure

(the Metropolitan Waste Control Commission, the Metropolitan Transit Commission and the Regional Transit Board) were transferred to the Council.

The Area over which the Council has responsibility includes the counties of Anoka, Carver, Dakota (excluding the city of Northfield), Hennepin (excluding the city of Hanover), Ramsey, Scott (excluding the city of New Prague), and Washington. The Area includes 189 cities and townships and 2.5 million people.

The Council has 17 members, 16 representing districts and one chairperson. Members are appointed by the Governor after consultation with the Legislative representatives from the appointee's District with the advice and consent of the State Senate. Members serve at the pleasure of the Governor. The Chair presides at meetings of the Council, serves as the principal liaison of the Council with the Legislature and local elected officials and is the principal spokesperson of the Council. Current Metropolitan Council members are listed on page 2-5. The Council's policy-making structure is shown on page 2-6.

The Council sets its priorities within the framework of Governor Ventura's Big Plan, unveiled in 1999. In his strategic plan, Governor Ventura gives clear direction to the Council, state agencies, and other government partners for working together to fulfill his vision: healthy, vital communities; the state as a world competitor; self-sufficient people; and a government of service, not systems.

The Council will lead in several areas, the foremost of which is growing smart to achieve healthy, vital communities. The Council's smart growth initiative promotes a vital, more competitive region by making more efficient use of land and public infrastructure.

The Council is responsible for planning and coordinating metropolitan development cooperatively with citizens and communities. The Council forecasts the region's growth, devises a plan to shape it, and makes decisions about how to develop transportation, wastewater service, aviation and parks to support it. These forecasts and plans make up the Council's Regional Blueprint. The Council, with extensive community and public input, is developing a new regional action plan for growth called Blueprint 2030. This comprehensive strategy of regional policies and investments focuses on integrating transportation, housing, development and environmental protection to support the region's quality of life. Instead of leaving the region's growth to chance, the Council's growth strategy, Blueprint 2030, calls for:

- Increase lifecycle and affordable housing.
- Preserve and protect natural resources.
- Support rural communities and preserve agricultural lands.
- Provide greater transportation choices linked to development patterns and jobs.
- Reinvest in fully developed and older communities.
- Invest in new, developing communities.
- Focus growth and redevelopment in urban and rural centers and along corridors.

Blueprint 2030 will incorporate the local comprehensive land use plans of regional communities as well as the Council's Smart Growth Twin Cities Initiative. Regional planning saves millions of dollars that would otherwise be spent on inefficient public services or unplanned growth. The

Metropolitan Council 2003 Unified Budget

Purpose, Strategies, Organization and Structure

Council works with local governments and the private sector throughout the region to carry out the plan.

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

- Treating up to 300 million gallons of wastewater daily and helping to maintain the quality of the region's waters,
- Operating a regional transit system that provides nearly 250,000 bus rides daily and about 4,300 rides daily for people with disabilities through Metro Mobility,
- Serving 117 communities and nearly 5,500 households through Section 8 and other rental assistance programs, and 150 units of rental housing owned and operated by the Council.
- Working with local governments to develop and maintain regional parks and open space for the public to enjoy.

The Council is organized into three line divisions: Policy Alignment and Development, Environmental Services, and Transportation. The divisions report to the Regional Administrator who, in turn, reports to the 17-member Council. The Regional Administrator is responsible to ensure that policy decisions of the Council are carried out, to organize and direct work of Council staff, to prepare and submit an annual budget and to keep the Council fully apprised of the financial condition of the Council.

In addition to the three divisions, the Council has central administrative units that report to the Regional Administrator. The units establish administrative policies for the entire organization and assist the three divisions by providing legal, internal audit, finance, budget and evaluation, human resources, information services, communications, diversity, intergovernmental relations, risk management and central services. The Council's organizational structure is shown on page 2-7.

Legislative Commission on Metropolitan Government

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

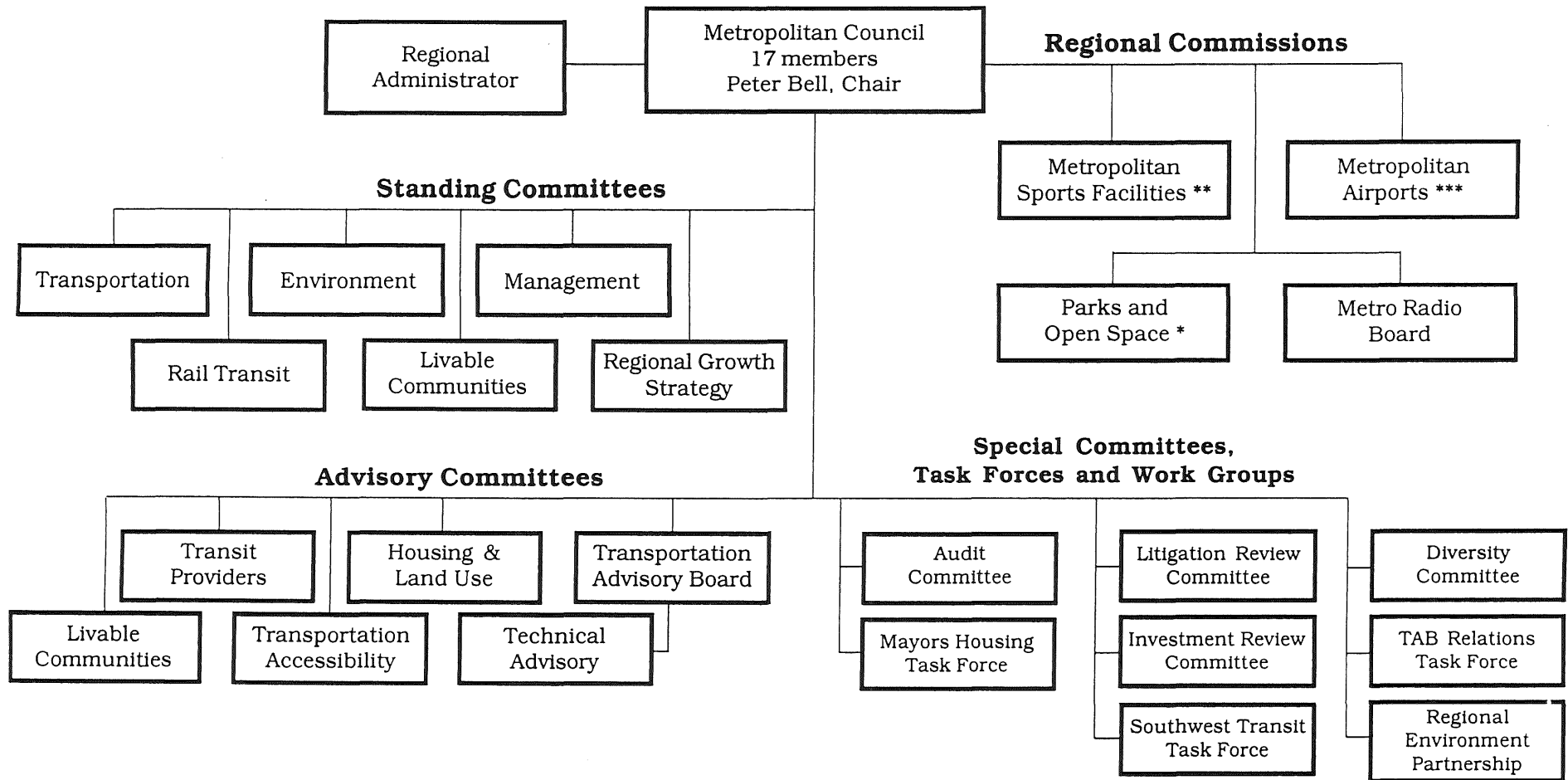
- The tax rate and dollar amount of the Council's property tax levies and any proposed increases in the rate or dollar amount of tax;
- Any request for an increase in the debt of the Council;
- The overall work and role of the Council;
- The Council's proposed operating and capital budgets, work program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

METROPOLITAN COUNCIL

COUNCIL MEMBERS:

	Term of Office	
	First Appointed	End of Term
Chair -		
Peter Bell	January 8, 2003	Indefinite
District Members -		
District No. 1 -		
Saundra Spigner	April 22, 1999	Jan. 4, 2003
District No. 2 -		
Todd Paulson	April 22, 1999	Jan. 4, 2003
District No. 3 -		
Mary H. Smith	Jan 4, 1993	Jan. 4, 2003
District No. 4 -		
Julius C. Smith	July 31, 1993	Jan. 4, 2003
District No. 5 -		
Phil Riveness	April 22, 1999	Jan. 4, 2003
District No. 6 -		
Frank Hornstein	Dec. 6, 2000	Jan. 4, 2003
District No. 7 -		
George Garnett	Sept. 12, 2001	Jan. 4, 2003
District No. 8 -		
Carol A. Kummer	April 2, 1991	Jan. 4, 2003
District No. 9 -		
Natalie Haas Steffen	April 22, 1999	Jan. 4, 2003
District No. 10 -		
James W. Nelson	April 22, 1999	Jan. 4, 2003
District No. 11 -		
Roger Williams	April 22, 1999	Jan. 4, 2003
District No. 12 -		
Marc Hugunin	April 22, 1999	Jan. 4, 2003
District No. 13 -		
Daniel Galles	June 26, 2001	Jan. 4, 2003
District No. 14 -		
Lee Pao Xiong.	April 22, 1999	Jan. 4, 2003
District No. 15 -		
Tom Egan	May 22, 2002	Jan. 4, 2003
District No. 16 -		
John Conzemius	April 22, 1999	Jan. 4, 2003

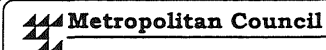
Metropolitan Council Policymaking Structure



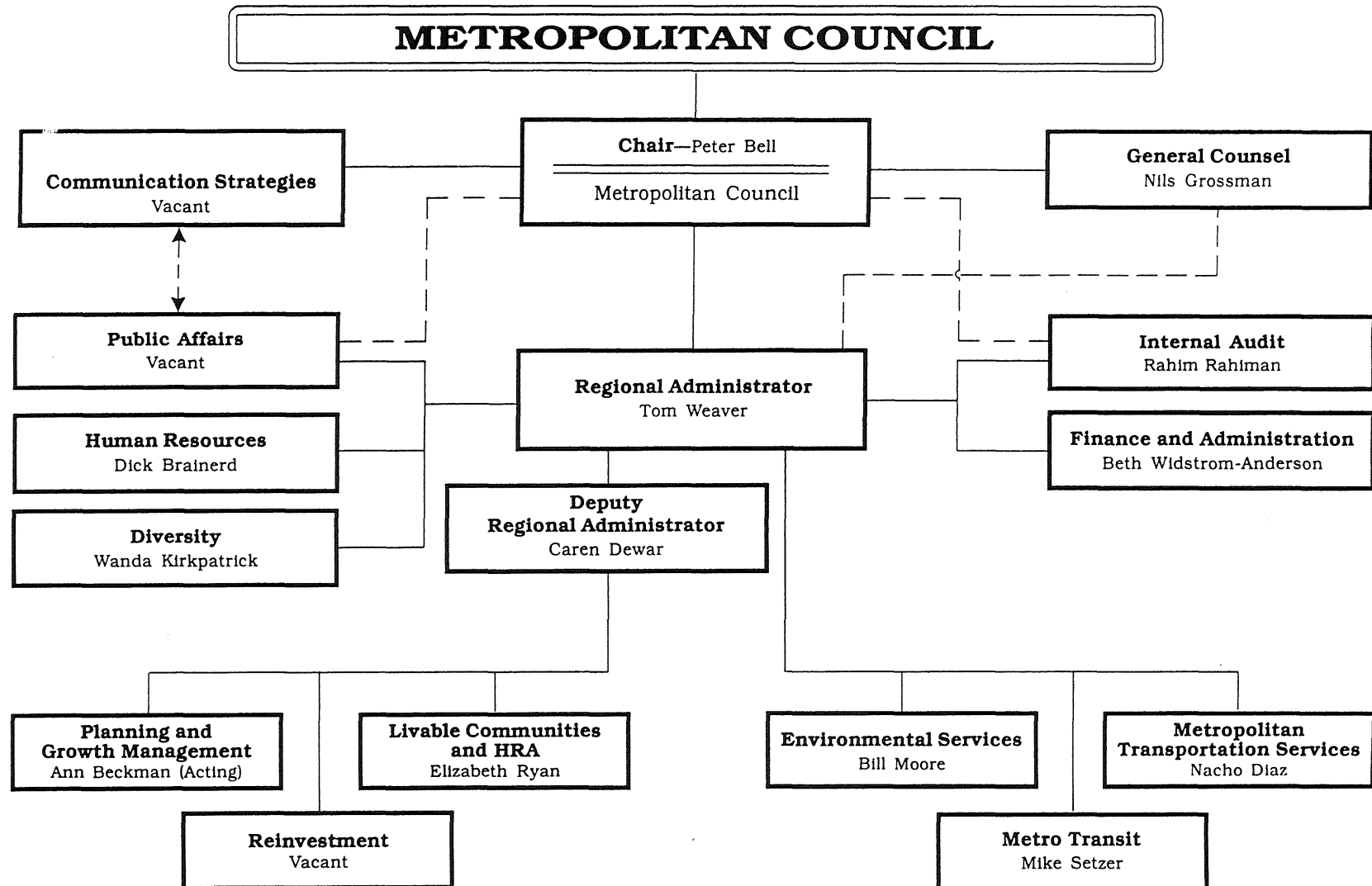
* Staff support provided to Commission by Metropolitan Council.

** 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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FINANCIAL RESOURCES AND BUDGET SUMMARY

Metropolitan Council 2003 Unified Budget

Financial Resources and Operating Budget Summary

BUDGET SUMMARY

Table 1 summarizes operating, passthrough and debt service revenues and expenditures for all Council units. It shows 2001 actual, and budgets for 2002 and 2003. Operating expenditures increase in 2003 by 7.74 percent from 2002, and debt service expenditures increase in 2003 by 3.79 percent.

The 2003 operating budget for all units is \$412,092,540 up from \$382,487,740 in the adopted 2002 budget, an increase of \$29,604,800.

Operating expenditures by division are shown in the table below. 2002 and 2003 budgets are shown before cost allocation for comparative purposes, and to reflect the full 2003 expenditure authorization by division being recommended for Council approval. 2003 after cost allocation is shown to indicate the level of expenditure by division after allocation of administrative costs.

Operating Expenditures, 2002 and 2003

<u>Division</u>	<u>2002 Before Allocation</u>	<u>2003 Before Allocation</u>	<u>2003 After Allocation</u>
Regional Administration	\$26,629,873	\$28,553,068	\$5,728,200
Policy Alignmt. & Development	\$8,846,036	\$9,937,174	\$9,970,601
Environmental Services	\$84,305,339	\$88,765,824	\$101,091,302
Transportation	\$259,655,530	\$282,502,713	\$294,540,676
Capital Expense	\$3,050,962	\$2,333,761	\$761,761
Total	\$382,487,740	\$412,092,540	\$412,092,540

Highlights of the Unified Budget from Table 1 are as follows:

- Total 2003 revenues and other financing sources for operations, passthrough and debt service are \$582,415,982, which is an increase of 9.5 percent from \$531,820,625 in 2002.
- Total expenditures for operations, passthrough and debt service are \$571,209,734, increasing 6.6 percent from \$535,887,302 in 2002.
- For 2003 there is a balance of revenues and expenditures in the General Fund. The General Fund supports Regional Administration and Policy Alignment and Development excluding the Metro HRA.
- The Metro HRA and Family Affordable Housing Program (FAHP) show a net deficit of \$4,526 with the deficit to be covered by HRA reserves. The rental assistance programs have a 2003

Metropolitan Council 2003 Unified Budget

Financial Resources and Operating Budget Summary

surplus of \$212,817 and the FAHP has a deficit of \$217,343. In 2000 the Council approved the use of HRA reserves to support start-up costs for the FAHP.

- Environmental Services shows a \$997,514 balance between operating revenues and other sources and expenditures.
- Metro Transit has a balance of revenues and expenditures.
- Metropolitan Transportation Services shows a balance of revenues and expenditures.

2002 Change in Transit Funding

Prior to 2002, the Council and opt out communities levied property taxes for transit operations in the Twin Cities seven county metropolitan area that makes up the Council's jurisdiction. This includes the following counties: Hennepin, Ramsey, Carver, Anoka, Washington, Scott, and Dakota Counties. This region was divided into three areas for taxing purposes:

- **Transit Taxing District:** This is subset of cities within the seven county area that includes most of the central urbanized area. The Metropolitan Council levied property taxes in this area and provides regular route transit service through Metro Transit and through contracts with private and non-profit providers.
- **Transit Area:** This is the area outside of the Transit Taxing District but within the seven county area, which is primarily rural. The Metropolitan Council levied property taxes at a rate approximately one-tenth the rate of the Transit Taxing District and contracts with private providers for dial-a-ride services.
- **Opt Out Communities:** These twelve communities levied property taxes at whatever rates necessary to support their individual transit programs.

Legislation passed by the 2001 Legislature eliminated the authority of the Council and Opt Out communities to levy property taxes for transit operations, starting in 2002. Instead, the State transfers a portion of the state's Motor Vehicle Excise Tax (transit fund) to the Council to replace the property tax for transit operations. For the State fiscal year 2003, the State has dedicated 20.5% of the transit fund for Twin Cities metropolitan area transit needs. Revenues are distributed to the Council and opt out communities by formula. For state fiscal year 2004 and beyond, an additional 2% of state transit fund receipts will be transferred to the Council, subject to state appropriation.

The Council distributes a portion of the MVET funds to the Opt Out communities based on a formula established in legislation. The Council distributes the remaining amount of these funds to the rest of the region's providers through its regular budget processes.

Division Financial Summaries

Transportation Division

The 2003 budget for transportation shows an increase in state appropriations and MVET funds of 22 percent for the year 2003 from 2002. 2002 was a year of transition in transit funding and MVET funds were available only for the second half of the year. In 2003, MVET funding is available for the full year. The 2003 budget includes \$127.3 million in MVET funds, after an allowance for funding variability, while \$54 million was budgeted in 2002.

Metropolitan Council 2003 Unified Budget

Financial Resources and Operating Budget Summary

The 2003 budget also includes \$58.7 million from the “base” biennial state appropriation for transit support, plus \$5.2 million anticipated additional state funding for transit system expansion. The 2003 transit budget includes support for the base transit system at the current level of service, plus support for expansion of service at a rate that doubles the system in 20 years, plus supplemental funds for initial LRT operations in 2003. Transit expansion in 2003 is contingent upon the 3003 Legislature providing the anticipated additional state funding.

Federal revenues for transportation are projected to increase 15.8 percent to \$25.3 million. This proposed budget assumes no fare increase in 2003. In July 2001, Metro Transit implemented a transit fare increase, the first fare increase since 1996.

Metro Transit

The Metro Transit proposed budget supports a growing transit system in-line with the transit 2020 Master Plan. It provides a service increase and projects a 2.6 million increase in ridership. In 2003 the Metro Transit budget for bus operation is \$218,549,260, which is an increase of \$7,151,552 (3.4 percent) over the 2002 budget of \$211,397,708.

The Council has established an Early Operation Date for Light Rail Transit (LRT) of April 3, 2004 to begin service from downtown to the Fort Snelling Station. Limited operations costs for LRT will begin in 2003 for the purpose of testing, training and calibration. Metro Transit is seeking a State of Minnesota operating subsidy of the Hiawatha rail line in the State 2004-2005 Biennial Budget Request. With this support the 2003 Metro Transit Operating Budget for Hiawatha Light Rail will include \$2,228,955 for 2003 LRT operations.

Environmental Services Division

Communities pay MCES for the flow entering the regional wastewater system. Municipal wastewater charges pay for the conveyance and treatment of wastewater, a service that protects the water quality of the region. Each community pays the same rate for wastewater services. In 2003 this rate will be \$130 per hundred thousand gallons, up from \$123 in 2002. Revenue generated by municipal wastewater charges accounts for 78 percent of MCES’s total revenue for the year 2003. Approximately 15.8 percent of revenues come from Service Availability Charges (SAC), and 4.8 percent from industrial rate charges.

The total expenditures in 2003 for the Division are \$169,794,619 of which \$101,179,280 is for operations and \$68,615,339 is for debt service. Total 2003 expenses increase \$5.1 million or 3.1 percent over the 2002 budget of \$164,683,841.

Policy Alignment & Development

The 2003 operating budget for Policy Alignment and Development (PAD) is \$9,970,601, which is a \$916,911 increase from the 2002 budget. The largest increase is for operating expenditures for the FAHP because 2003 is its first full year of operations. PAD has the responsibility for managing \$56.9 million in grants and loans for Section 8 Housing Assistance, Livable Communities, regional parks operations and maintenance, and local planning assistance.

Housing and Redevelopment Authority

The Housing and Redevelopment Authority includes 2 major units, the rental assistance program including HUD Section 8 rental assistance; and the Family Affordable Housing Program that rents

Metropolitan Council 2003 Unified Budget

Financial Resources and Operating Budget Summary

150 housing units owned and operated by the Council. 2003 is the first full year of operation for the Family Affordable Housing Program and total operating expenditures are budgeted at \$750,801 including allocated administrative costs.

Regional Administration

In 2003, the Regional Administration budget includes a new unit, Contracts and Procurement. The unit was previously budgeted in MCES.

The 2003 budget for Regional Administration is \$28,553,068, which is a 7.2 percent increase from the 2002 budget; however, the budget increases 3.0% with the effect of the Contracts and Procurement unit (CPU) removed. The majority of the budget is allocated to the operating and line divisions of the Council in recognition of the Council-wide benefit for the services provided by Regional Administration.

OPERATING REVENUE

Total 2003 operating revenues increase 11.7 percent from 2002 (\$413,018,644 in 2003, and \$369,716,889 in 2002). The largest changes in operating revenues are as follow:

- State Motor Vehicle Excise Taxes for transit operations increase from \$54.0 million in 2002 to \$127.3 million in 2003. MVET taxes were available only for the second half of 2002 and will be available for the full year in 2003. Approximately \$23.2 million of the 2003 MVET funding will be passed through to Opt Out communities as replacement funding for transit property tax levies, which ended in 2001.
- State appropriations for transit support decrease from \$102.6 million in 2002, to \$63.9 million in 2003. 2002 was a transition year for transit financing, the property tax levy for transit operations was eliminated and MVET funds were available only for the second half of the year. As a result, the Council budgeted a larger than usual proportion of the biennial transit appropriation for 2002.
- Federal revenue increases from \$25.2 million in 2002 to \$29.4 million in 2003. The increase is primarily for transit funding.
- Transit passenger fares and special event revenue decrease from \$77.8 million to \$74.2 million. Passenger fares decrease 2.7 percent while special event revenue decreases 15.5 percent.
- Municipal wastewater charges for operations increase from \$82.9 million to \$90.8 million in 2003.

As noted above, legislation passed by the 2001 legislature eliminated the authority of the Council and Opt Out communities to levy property taxes for transit operations beginning for taxes collected in calendar year 2002. Instead, the State transfers a portion of the State's MVET to the Council to replace the property tax for transit operations. As a result of this change, property tax levies for operations decline from \$81.6 million in 2001 to \$10.7 million in 2002. The tax levy for operations increases to \$11.1 million in 2003.

The major revenue sources for operations for the Transportation Division (including transit operations) are: State Motor Vehicle Excise Tax funds (43.2 percent), State appropriation for transit (21.7 percent), fares for transit services (22.0 percent), federal grants (8.6 percent), and other (4.5 percent).

The major revenue sources for operations of the Environmental Services Division (MCES) are municipal wastewater charges (89.7 percent), industrial strength charges (8.0 percent), and other revenues (2.3 percent). MCES 2003 operating revenues are \$101,149,695, an increase of \$7,978,188 from 2002 to 2003 (8.6 percent).

Metropolitan Council 2003 Unified Budget

Financial Resources and Operating Budget Summary

The major revenue sources for operations supporting Regional Administration and Policy Alignment and Development are: property tax levy (66.0 percent), federal revenue (24.6 percent), interest income (3.1 percent), state revenues (1.5 percent), and other (4.8 percent). General Fund 2003 property taxes revenues supporting Regional Administration and Policy Alignment and Development are \$11,023,437 net of the estimated uncollectable portion of the levy, and \$1,000,000 of this is used for support of Livable Communities. This levy increased \$459,539, or 4.4 percent, from 2002 to 2003.

Wastewater Charges

Municipal wastewater charges and industrial strength charges supporting wastewater operations increase 8.9 percent to \$97,973,865 in 2002, from \$90,792,457 in 2001. The changes in wastewater charges from 1998 to 2003 are listed below.

- Charges increase 8.9 percent in 2003, to \$98,889,161 from \$90,792,457 in 2002.
- Charges increase 8.9 percent in 2002, to \$90,792,457 from \$83,347,100 in 2001.
- Charges decreased 22.4 percent in 1998 - 2001, to \$83,347,100 from \$105,047,000 in 1997.

State Revenues

State revenues, which primarily support transit operations, are estimated at \$191,774,790 for 2003, an increase of 21.8 percent from \$157,485,511 in 2002. State revenues support transportation and transit (99.7 percent of state revenues), and HRA operations (0.3 percent). The major changes in state funding for 2003 include:

- **Motor Vehicle Excise Tax**
In 2003 MVET funds will be provided for the full 12 months, whereas only 6 months of MVET funding was received in 2002. MVET funding for 2003 is \$127,275,269 net of an allowance for variability, while \$54,018,430 was budgeted in 2002.
Legislation passed in 2001 provided a new funding source for transit operations. Beginning in July 2002 the State transfers a portion of the state's Motor Vehicle Excise Tax (Transit Fund) to the Council to replace the property tax for transit operations. For the State fiscal year 2003, the State dedicates 20.5% of the transit fund for the Twin Cities metropolitan area transit needs. Revenues are distributed to the Council and opt out communities by formula. For state fiscal year 2004 and beyond, an additional 2% of state transit fund receipts will be transferred to the Council, subject to state appropriation.
- **State Appropriation for Transit Operations**
The 2003 Transportation budget includes \$58.7 million base amount from the State General Fund appropriation for transit support, and an additional \$5.2 million for transit expansion.

Transit Fares

Revenues from passenger fares are estimated to decrease 2.7 percent to \$64,771,467 in 2003 from \$66,571,086 in 2002. Transit fares were increased in July 2001 and no fare increase is assumed in 2003.

Federal Revenues

Federal revenues are \$29,402,302 in 2003, an increase of \$4,225,195 (16.8 percent) from 2002. Federal revenues for operations support the HRA in the Policy Alignment and Development Division, and transit operations and transportation planning in the Transportation Division. Federal support for transit operations is expected to increase to \$21,319,074 in 2003, it was \$18,156,525 in 2002. Federal support for transportation planning is \$3,988,345 for 2003, up from \$3,689,762 in 2002. Federal revenues

Metropolitan Council 2003 Unified Budget

Financial Resources and Operating Budget Summary

supporting HRA administration increase \$764,063 in 2003 to \$4,094,883. The increase is primarily to support the Family Affordable Housing Program, which begins operations in 2002.

Property Taxes

As noted above, the 2001 Legislature eliminated the authority of the Council and opt out communities to levy property taxes for transit operations effective for property taxes collected in calendar year 2002. The Council will continue to levy property taxes for transit debt service.

Property taxes support operations and debt service, and provide funds for grant and loan programs.

Property taxes are levied under a number of state authorizing statutes, and include support for:

- General Fund (which supports Policy Alignment and Development, and administration),
- Debt service for parks, transit, Metro Radio Communications and solid waste bonds,
- Grant and loan programs including Livable Communities Act programs and the Highway Right-of-Way Acquisition Loan Fund.

Approximately 47.42 percent of the Council's total property tax levy supports transit debt service.

Approximately 19.11 percent of the levy is for purposes specified in the Livable Communities Act; 12.90 percent supports parks, solid waste, and radio program debt service; 4.53 percent supports the Highway Right-of-Way Acquisition Loan program; and the remaining 16.04 percent supports the general operations of the Council.

Total 2003 property taxes for all purposes are \$69,371,638, a 16.4 percent increase from 2002, which was \$59,586,855. Changes in property tax levies for 2003 are as follows:

- The general-purpose levy increases \$455,537 to \$11,130,137. State statute requires the Council to annually provide \$1 million from the general-purpose levy for support of Livable Communities. The general purposes levy is below the 2003 levy limit of \$11,195,137.
- Transit levies for debt service are \$32,894,174 in 2003, up from \$25,973,187 in 2002.
- The Highway Right-of-Way Loan program (HROW) levy increases to \$3,142,643 from \$2,822,906 in 2002. The HROW 2003 levy is at the levy limit.
- Levies for the Livable Communities program increase to \$13,259,070 from \$12,418,782. The 2003 levies are at the levy limits.

Property taxes support a number of grant and loan programs. Total 2003 property taxes levied for these purposes are \$16,401,713, which is \$1,160,025 greater than 2002. Levies are authorized for the Livable Communities Accounts and the Right-of-Way Acquisition Loan Program, which are grant and loan programs administered by the Council. The proceeds from these levies are passed through to local communities in the form of grants and loans. Grant and loan programs are referred to as "passthrough" funds in the budget tables.

Table 9 and Appendix D provide detailed information on Council levies. These tables show the total levy certified. Tables 1 through 8 list property taxes net of an amount estimated to be uncollectable and unavailable for use in 2003, and therefore, these tables differ from Table 9 and Appendix D in property taxes. Table 9 and Appendix D show the levy certified before allowance for uncollectable taxes.

Metropolitan Council 2003 Unified Budget Financial Resources and Operating Budget Summary

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

Other Financing Sources and Uses

Other financing sources/uses in 2003 total \$827,099. Major sources and uses include: 1) a transfer within the Environmental Services Division from reserves of \$1,129,105, 2) the use of General Fund current year revenues of \$1,000,000 for transfer to the Livable Communities accounts, 3) transfer of \$200,000 interest earnings from Livable Community account balances to the General Fund and 4) MCES expected 2003 expense reductions of \$400,000 (to be identified), and contingent expenses of \$502,984.

OPERATING EXPENDITURES

Major changes in operating expenditures are as follows:

- Salaries and benefits costs increase to \$255,518,657 in 2003 from \$241,464,590 in the 2002 budget, an increase of 5.82 percent.
- Transit assistance increases 25.9 percent to \$64,665,466 in 2003, from \$51,343,509 in 2002. Transit assistance to Opt-Out communities is \$23,183,268 in 2003, up from \$12,394,592 in 2002. Most of the increase is due to the substitution of State funds for property tax levies that were eliminated beginning in 2002. Transit assistance to Metro Mobility is \$26,246,223 in 2003 up from \$25,335,757 in 2002.
- The 2003 budget includes \$3,830,000 identified for Transit Expansion. The Transportation Division shows two levels of transit expansion that will occur if additional State funding is approved by the 2003 Legislature.
- Capital outlay decreases to \$4,233,138 in 2003 from \$4,694,437 in 2002. In 2003, \$3,398,405 supports MCES; \$471,795 supports Regional Administration; and \$362,938 supports PAD and Metropolitan Transportation Services. Capital outlay expenditures are primarily computer equipment and major software applications.
- Other expenditures for 2003, is \$83,845,279, a 1.2 percent decrease from the 2002 budget of \$84,985,204. Other expenditures include consultant and contractual services, materials and supplies, chemicals, insurance, rent and utilities, and other direct expenses.

DEBT SERVICE

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

The unified Capital Improvement Program schedules debt issuance over a multi-year period in consideration of available resources, prioritized capital needs, and the region's ability to pay as measured by property tax growth and personal income projections.

Metropolitan Council 2003 Unified Budget

Financial Resources and Operating Budget Summary

Debt Service data for 2002 and 2003 is summarized below. In 2003, total Council revenues for debt service are estimated at \$110,062,239 up from \$101,428,360 in 2002 (Table 1). Debt service expenditures and additions to fund balance are shown below, and additional detail is in Table 10.

2002 and 2003 Debt Service Expenditures

<u>Division</u>	<u>2002</u>	<u>2003</u>
Transportation – Transit	\$23,018,525	\$26,225,560
Environmental Services	68,020,000	68,615,339
Community Development		
-Parks & Open Space	6,665,177	6,589,967
-Solid Waste	399,091	399,725
-800 Megahertz Radio	386,753	387,053
Total Debt. Service	\$98,489,546	\$102,217,644

Debt service expenditures increase \$3,728,089 in 2003 from the 2002 budget. Major areas of change are: transit (increases \$3,207,035), wastewater debt service (increases \$595,339) and parks (decreases \$75,210).

Debt service is financed from the following sources:

- Property taxes (37.4 %), which support transit, parks, solid waste and radio debt.
- Municipal wastewater charges and service availability charges (62.3 %), which support Environmental Services.
- Interest income on debt service fund balances and use of fund balances (0.3 %), supporting transit, parks, and solid waste debt.

PASSTHROUGH GRANTS AND LOANS

The Council operates a number of grant programs that provide:

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

Metropolitan Council 2003 Unified Budget

Financial Resources and Operating Budget Summary

- Grants from MCES for water quality improvement efforts from the Twin Cities Water Quality Initiative grant program, and the Metro Environment Partnership grant program.

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

Total 2003 expenditures for passthrough grants and loans, including the Highway Right-of-Way loan program, is estimated at \$60,399,550, up 2.5 percent from \$58,910,016 in the adopted 2002 budget. Passthrough grants and new loan activity for 2002 and 2003 are summarized below. Additional detail is in Appendix A.

2002 and 2003 Passthrough Grant and Loan Program Expenditures

Passthrough Grant and Loan Programs	<u>2002</u>	<u>2002 Revised</u>	<u>2003</u>
Grant Programs:			
-Housing Assistance Payments-HRA	\$31,935,542	\$31,935,542	\$32,115,000
-Parks Operat. & Maintenance Grants	8,630,000	8,630,000	8,630,000
-Livable Communities Grants and Loans	14,304,589	15,640,816	15,904,550
-Planning Assistance Grants	39,885	239,885	250,000
-Transit for Livable Communities grants	0	0	0
Total Grants	\$54,910,016	\$56,446,243	\$56,899,550
Loan Programs:			
-Highway Right-of-Way, net loans	4,000,000	9,876,243	3,500,000
Total Loans	\$4,000,000	\$ 9,876,243	\$ 3,500,000
Total Grants and Loans	\$58,910,016	\$66,332,486	\$60,399,550

In addition to the grant and loan programs listed above, the Environmental Services Division will make \$2.9 million in grants to local communities and agencies under 2 programs, the Twin Cities Water Quality Initiative, and the Metro Environment Partnership. The grants are supported by penalty fees and operating revenues, and are included as operating expenses in the budget tables.

Under 1995 state statutes, the Council created the Metropolitan Livable Communities Fund, comprised of three separate accounts from which loans and grants are made to support local efforts in clean-up of polluted sites, provision of affordable housing and improvements in impoverished neighborhoods.

ORGANIZATIONAL UNITS WITHIN THE BUDGET

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

Metropolitan Council -- all divisions and units (summarized in tables 1 and 2).

Environmental Services Division

-Environmental Services Operating Division

-Debt Service

Transportation Division

-Metro Transit

-Metropolitan Transportation Services

Metropolitan Council 2003 Unified Budget

Financial Resources and Operating Budget Summary

- Transportation Planning and Travel Demand Management Activity
- Metro Mobility
- Opt-Out
- Community Based Transit
- Non-Metro Transit Regular Route
- Transit debt service
- Transit Passthrough grants and loans

Policy Alignment & Development Division

- Division management
- Planning and Growth Management department, which includes planning and technical assistance, GIS, research, and parks.
- Livable Communities department, which includes livable communities, regional growth strategies, Metro HRA, and the Family Affordable Housing Program.
- Passthrough grants for Livable Communities accounts, housing assistance payments, and Parks and Open Space operations and maintenance grants.
- Debt Service for Parks, Radio Communications and Solid Waste bonds

Regional Administration Department

- Legal Office
- Internal Audit
- Diversity
- Human Resources
- Public Affairs department: intergovernmental relations and community relations
- Communications
- Fiscal Services
- Information Services
- Risk Management
- Budget and Evaluation
- Contracts and Procurement
- Central Services
- Offices of the Regional Administrator, Council and Office of the Chair

**METROPOLITAN COUNCIL
UNIFIED BUDGET
OPERATING PASSTHROUGH AND DEBT SERVICE
2001, 2002 and 2003**

TABLE 1

<u>DESCRIPTION</u>	<u>2001 ACTUAL</u>	<u>2002 ADOPTED BUDGET</u>	<u>2003 PROPOSED BUDGET</u>	<u>CHANGE</u>
OPERATING REVENUES				
Property Taxes	95,037,146	10,563,898	11,023,437	4.35%
State Paid HACA	(14,072,947)			
Net Property Tax	80,964,199	10,563,898	11,023,437	4.35%
Federal Revenue	34,025,598	25,177,107	29,402,302	16.78%
State Revenues (Including MVET)	64,142,473	157,485,511	191,774,790	21.77%
State Paid HACA	14,072,947			
Total State Revenue	78,215,420	157,485,511	191,774,790	21.77%
Local	1,001,632	913,780	1,112,355	21.73%
Wastewater Service Charges	59,969,567	82,883,000	90,781,661	9.53%
Industrial Strength Charges	7,104,219	7,909,457	8,107,500	2.50%
Passenger Fares & Special Event Revenue	67,880,270	77,782,086	74,247,467	-4.54%
Interest	4,745,596	4,850,000	4,275,000	-11.86%
Other Revenues	4,855,126	2,152,050	2,294,132	6.60%
TOTAL OPERATING REVENUES	338,761,627	369,716,889	413,018,644	11.71%
PASSTHROUGH REVENUES	57,595,496	57,192,042	58,508,000	2.30%
DEBT SERVICE REVENUES				
Property Taxes	23,492,368	33,174,460	41,212,200	24.23%
State	4,244,788			
Wastewater Service Charges/SAC Transfers	64,574,984	68,020,000	68,615,339	0.88%
Interest	1,303,823	233,900	234,700	0.34%
TOTAL DEBT SERVICE REVENUES	93,615,963	101,428,360	110,062,239	8.51%
TOTAL CURRENT REVENUES	489,973,086	528,337,291	581,588,883	10.08%
OPERATING EXPENDITURES				
Salary & Benefits	223,863,162	241,464,590	255,518,657	5.82%
Contracted Services	23,519,855	17,211,870	20,272,968	17.78%
Materials & Supplies	23,247,462	13,778,245	14,522,918	5.40%
Chemicals	2,935,210	3,066,997	3,494,600	13.94%
Rent & Utilities	20,685,906	20,148,585	19,027,279	-5.57%
Transit Assistance	38,282,245	51,343,509	64,665,466	25.95%
Capital Outlay	6,246,833	4,694,437	4,233,138	-9.83%
Other Operating Expenses	6,756,973	30,779,507	30,357,514	-1.37%
TOTAL OPERATING EXPENDITURES	345,537,646	382,487,740	412,092,540	7.74%
PASSTHROUGH EXPENDITURES	54,769,031	54,910,016	56,899,550	3.62%
DEBT SERVICE OBLIGATIONS	89,901,145	98,489,546	102,217,644	3.79%
TOTAL EXPENDITURES	490,207,822	535,887,302	571,209,734	6.59%
Other Sources & (Uses) of Funds	5,894,200	3,483,334	827,099	
BALANCE(DEFICIT)	5,659,464	(4,066,677)	11,206,248	

**METROPOLITAN COUNCIL
SUMMARY BUDGET
OPERATIONS, PASSTHROUGH AND DEBT SERVICE
2003**

TABLE 2

	Council Operations	Passthrough Grants	Debt Service Funds	Total
REVENUES				
Property Tax Levy	11,130,137	16,401,713	41,839,788	69,371,638
Uncollectable portion of levy	(106,700)	(170,713)	(627,588)	(905,001)
Gross Property Tax	11,023,437	16,231,000	41,212,200	68,466,637
State Paid HACA	-	-	-	-
Net Property Tax	11,023,437	16,231,000	41,212,200	68,466,637
Federal	29,402,302	29,291,600		58,693,902
State Revenues (Including MVET)	191,774,790	10,538,400	-	202,313,190
State Paid HACA	-	-	-	-
Total State Revenue	191,774,790	10,538,400	-	202,313,190
Local/Other	1,112,355	-		1,112,355
Wastewater Service Charges	90,781,661		41,818,339	132,600,000
Industrial Strength Charges	8,107,500			8,107,500
SAC Transfers			26,797,000	26,797,000
Passenger Fares	64,771,467			64,771,467
Contract & Special Event Revenue	9,476,000			9,476,000
Interest	4,275,000	1,532,000	234,700	6,041,700
Other	2,294,132	915,000		3,209,132
TOTAL REVENUES	413,018,644	58,508,000	110,062,239	581,588,883
EXPENDITURES				
Salaries & Benefits	255,518,657			255,518,657
Contracted Services	21,740,288			21,740,288
Materials & Supplies	14,522,918			14,522,918
Chemicals	3,494,600			3,494,600
Utilities	16,591,120			16,591,120
Rent	2,436,159			2,436,159
Insurance	3,359,895			3,359,895
Other Operating Expenses	21,700,299			21,700,299
Transit Assistance	64,665,466			64,665,466
Passthrough Grants & Loans	-	56,899,550		56,899,550
Debt Service			102,217,644	102,217,644
Capital Expenditures	4,233,138			4,233,138
Transit Expansion	3,830,000			3,830,000
Total Expenditures	412,092,540	56,899,550	102,217,644	571,209,734
Excess (Deficiency) of Revenue Over/(Under) Expenditures	926,104	1,608,450	7,844,595	10,379,149
OTHER SOURCES/(USES) OF FUNDS				
Property Tax Transfer from General Fund to Livable Communities Fund	(1,000,000)	1,000,000		-
Opt Out Property Tax Carryforward	-			-
Total Interdivision Expense Allocation	-			-
Expense Reductions to be Identified	(102,984)			(102,984)
Transfers From (To) Other Funds	-	(200,000)		(200,000)
Transfers for Debt Service			-	-
Transfers from Other Funds		-		-
Transfer from Favorable Variance Fund	1,000,978			1,000,978
Designated Reserves	129,105			129,105
TOTAL OTHER SOURCES/(USES)	27,099	800,000	-	827,099
BALANCE/DEFICIT	953,203	2,408,450	7,844,595	11,206,248

**METROPOLITAN COUNCIL
SUMMARY BUDGET
OPERATIONS 2003**

TABLE 3

	General Fund Regional Administration	General Fund Policy, Alignment & Development	General Fund Total	HRA & FAHP	Environmental Services Division	Transportation Division	Capital Outlay	TOTAL
REVENUES								
Property Tax	6,237,100	4,786,337	11,023,437	-	-	-		11,023,437
State Paid HAC/A	-	-	-	-	-	-		-
Net Property Tax	6,237,100	4,786,337	11,023,437	-	-	-		11,023,437
Federal Revenues	-	-	-	4,094,883	-	25,307,419		29,402,302
State Revenues	-	-	-	258,000	300,000	191,216,790		191,774,790
State Paid HAC/A	-	-	-	-	-	-		-
Total State Revenue	-	-	-	258,000	300,000	191,216,790		191,774,790
Local	216,100	23,680	239,780	519,575		353,000		1,112,355
Municipal Wastewater Charges	-	-	-	-	90,781,661			90,781,661
Industrial Strength Charges	-	-	-		8,107,500			8,107,500
Passenger Fares	-	-	-			64,771,467		64,771,467
Contract & Special Event Revenue	-	-	-			9,476,000		9,476,000
Interest	275,000	100,000	375,000	150,000	1,600,000	2,150,000		4,275,000
Other	-	-	-	33,600	360,534	1,266,000	633,998	2,294,132
TOTAL REVENUES	6,728,200	4,910,017	11,638,217	5,056,058	101,149,695	294,540,676	633,998	413,018,644
EXPENDITURES								
Salaries & Benefits	18,218,824	4,445,581	22,664,405	2,067,460	54,621,974	176,164,818		255,518,657
Contracted Services	5,211,945	578,793	5,790,738	510,593	4,047,876	6,563,866		16,913,073
Materials & Supplies	-	-	-		4,628,402	9,894,516		14,522,918
Chemicals	-	-	-		3,494,600			3,494,600
Utilities	-	-	-		13,132,322	3,458,798		16,591,120
Rent	1,816,760	241,380	2,058,140	153,248		224,771		2,436,159
Insurance	33,000	-	33,000	91,800	-	3,235,095		3,359,895
Regional Environmental Partnership and MOU	-	-	-		1,000,000			1,000,000
Other Operating Expenses	3,272,539	360,836	3,633,375	1,487,483	5,941,273	14,465,383		25,527,514
Transit Assistance	-	-	-			64,665,466		64,665,466
Transit Expansion	-	-	-			3,830,000		3,830,000
Capital Outlay	-	-	-		1,899,377	-	2,333,761	4,233,138
TOTAL EXPENDITURES	28,553,068	5,626,590	34,179,658	4,310,584	88,765,824	282,502,713	2,333,761	412,092,540
Excess/(Deficit) of Revenue vs Expense	(21,824,868)	(716,573)	(22,541,441)	745,474	12,383,871	12,037,963	(1,699,763)	926,104
INTERDIVISION EXPENSE ALLOCATION								
Assigned & Residual Charges-CSD'S	(20,562,548)		(20,562,548)		10,619,977	9,942,571		-
Assigned & A-87 Estimate	(2,262,320)	-	(2,262,320)	750,000		1,512,320		-
Allocated Costs-Salary&Fringes From MCES	-		-		-			-
Planning Chargeback Exp Allocation	-	(716,573)	(716,573)	-	\$464,101	583,072	(330,600)	-
Capital Outlay Allocation	-	-	-	-	1,241,400	-	(1,241,400)	-
TOTAL INTERDIV. EXPENSE ALLOC	(22,824,868)	(716,573)	(23,541,441)	750,000	12,325,478	12,037,963	(1,572,000)	-
NET EXPENDITURES AFTER ALLOC.	5,728,200	4,910,017	10,638,217	5,060,584	101,091,302	294,540,676	761,761	412,092,540
Other Sources & (Uses) of Funds:								
Opt Out Property Tax Carryforward			-	-		-		-
Transfers From (To) Other Funds	-	-	-	-	(\$87,978)	-	87,978	-
Capital Outlay			-			-		-
Expense Reductions-Final Budget	-		-		(102,984)			(102,984)
Property Tax Transfer from General Fund to Livable Communities Fund	(1,000,000)		(1,000,000)					(1,000,000)
Transfer from Metro HRA to Comm Dev Div		-	-					-
Transfer from Favorable Variance Fund	-		-		1,000,978			1,000,978
Designated Reserves			-		129,105			129,105
Use of Fund Balance	-		-	-		-		-
Total Other Financing Sources/(Uses)	(1,000,000)	-	(1,000,000)	-	939,121	-	87,978	27,099
BALANCE/(DEFICIT)	0	-	0	(4,526)	997,514	0	(39,785)	953,203

**METROPOLITAN COUNCIL
SUMMARY BUDGET
ENVIRONMENTAL SERVICES DIVISION
2003**

TABLE 4

	<u>Operations</u>	<u>Debt Service</u>	<u>Division Total</u>
<u>REVENUES</u>			
State Revenue	300,000		300,000
Federal Revenue			-
Local/Other			-
Municipal Wastewater Charges	90,781,661	\$41,818,339	132,600,000
Industrial Waste Charges	8,107,500		8,107,500
Interest Revenue	1,600,000		1,600,000
Other Revenue	360,534		360,534
SAC Transfers		\$26,797,000	26,797,000
Total Revenues	<u>101,149,695</u>	<u>68,615,339</u>	<u>169,765,034</u>
<u>EXPENSE</u>			
Salaries & Benefits	54,621,974		54,621,974
Contract Services	\$4,047,876		4,047,876
Materials & Supplies	\$4,628,402		4,628,402
Chemicals	3,494,600		3,494,600
Utilities	\$13,132,322		13,132,322
Other Operating Expenses	\$5,941,273		5,941,273
Capital Expenditures	1,899,377		1,899,377
Metro Environmental Partnership	1,000,000		1,000,000
Debt Service	-	\$68,615,339	68,615,339
Total Expenses	<u>88,765,824</u>	<u>68,615,339</u>	<u>157,381,163</u>
<u>INTERDIVISIONAL EXPENSE ALLOCATION</u>			
Central Support Assigned & Residual Charges	\$10,619,977		10,619,977
Planning Chargeback Expense	\$294,451		294,451
HRIS System	87,978		87,978
IS User Charges	169,650		169,650
IS Capital Outlay	1,241,400		1,241,400
Total Interdivisional Expense Allocation	<u>12,413,456</u>	<u>-</u>	<u>12,413,456</u>
TOTAL EXPENSES	<u>101,179,280</u>	<u>68,615,339</u>	<u>169,794,619</u>
<u>OTHER SOURCES OF FUNDS</u>			
Expense Reductions&Contingency	(\$102,984)		(102,984)
Transfer from Favorable Variance Fund	1,000,978		1,000,978
Designated Reserves	129,105		129,105
Subtotal Other Sources of Funds	<u>1,027,099</u>	<u>-</u>	<u>1,027,099</u>
BALANCE/DEFICIT	<u>997,514</u>	<u>-</u>	<u>997,514</u>

METROPOLITAN COUNCIL
SUMMARY BUDGET-BY FUND TYPE
TRANSPORTATION DIVISION
2003

TABLE 5

	Governmental Fund Types					
	Special Revenue Funds					
	Transportation Planning & TDM Activity	Metro Mobility Operations	Opt-Out	Community Based Transit	Regular Route	Subtotal Special Rev
Revenue						
Net Property Tax						
State Paid HACA						
Net Property Tax						
Federal Revenues	3,988,345	3,500,000		64,896	402,897	7,956,138
MVET State Forecast			23,183,268	2,783,315	11,939,026	37,905,609
Less: Allowance for Variability						
MVET Budgeted			23,183,268	2,783,315	11,939,026	37,905,609
State General Fund Appropriation - Base	887,432	21,980,000		273,564		23,140,996
State General Fund Appropriation-Expansion		500,000		30,000		530,000
State Paid HACA						
Total State Revenues	887,432	22,480,000	23,183,268	3,086,879	11,939,026	61,576,605
Local	353,000					353,000
Investment Earnings	250,000	200,000				450,000
Other	49,000	167,000				216,000
Fares - Base		1,890,000			564,718	2,454,718
Fares - Expansion						
Contract & Special Event Revenue		756,000				756,000
Total Revenue	5,527,777	28,993,000	23,183,268	3,151,775	12,906,641	73,762,461
Expenditures						
Salaries & Benefits	1,995,451	979,105		64,896	302,897	3,342,349
Contracted Services	741,000	334,783			45,000	1,120,783
Materials & Supplies						
Utilities						
Rent	117,437	87,334		4,000	16,000	224,771
Insurance						
Transit Programs	1,034,818	26,246,223	23,183,268	2,966,899	11,234,258	64,665,466
Expansion Level 1					600,000	600,000
Expansion Level 2		500,000		30,000	300,000	830,000
Debt Service						
Passthrough Grants & Loans						
Other Operating Expenses	549,899	317,777		30,424	238,750	1,136,850
Total Expenditures	4,438,605	28,465,222	23,183,268	3,096,219	12,736,905	71,920,219
Excess (Deficiency) of Revenue Over (Under) Expenditures	1,089,172	527,778		55,556	169,736	1,842,242
Interagency Cost Allocation						
Assigned, Residual & User Charges						
A-87 Charges	711,350	532,113		56,012	212,845	1,512,320
Planning Chargeback Expense	329,922					329,922
Subtotal Before Capital	1,041,272	532,113		56,012	212,845	1,842,242
Capital Outlay						
Total Interagency Cost Allocation	1,041,272	532,113		56,012	212,845	1,842,242
Excess/(Deficit) of Revenues over Expenditures Other	47,900	(4,335)		(456)	(43,109)	
Opt Out Property Tax Carryforward						
Transfers From (To) Other Funds						
Use of Fund Balance						
Balance/(Deficit)	47,900	(4,335)		(456)	(43,109)	

ANALYSIS OF CHANGES IN FUND BALANCE

Fund Balance January 1, 2003	5,010,137	2,187,601	3,233,544	1,175,414	2,794,703	14,401,399
Transfers From (To) Other Funds						
Excess/(Deficit) of Revenues over Expenditures	47,900	(4,335)		(456)	(43,109)	
Non-operating Fund Transfers-Opt Out Carryover						
Fund Balance Dec 31, 2003	5,058,037	2,183,266	3,233,544	1,174,958	2,751,594	14,401,399

METROPOLITAN COUNCIL
SUMMARY BUDGET-BY FUND TYPE
TRANSPORTATION DIVISION
2003

TABLE 5

Proprietary Fund Types						
Enterprise Fund						
	Metro Transit	LRT	Division Operating Total	Transit Debt Service Fund	Passthrough (Hwy Right-of- way Program)	Memo Total
Revenue						
Net Property Tax				32,400,800	3,096,000	35,496,800
State Paid HACA						
Net Property Tax				32,400,800	3,096,000	35,496,800
Federal Revenues	17,351,281		25,307,419			25,307,419
MVET State Forecast	94,073,326		131,978,935			131,978,935
Less: Allowance for Variability	(4,703,666)		(4,703,666)			(4,703,666)
MVET Budgeted	89,369,660		127,275,269			127,275,269
State General Fund Appropriation - Base	35,589,436		58,730,432			58,730,432
State General Fund Appropriation-Expansion	2,452,134	2,228,955	5,211,089			5,211,089
State Paid HACA						
Total State Revenues	127,411,230	2,228,955	191,216,790			191,216,790
Local			353,000			353,000
Investment Earnings	1,700,000		2,150,000	180,000	18,000	2,348,000
Other	1,050,000		1,266,000			1,266,000
Fares - Base	61,064,931		63,519,649			63,519,649
Fares - Expansion	1,251,818		1,251,818			1,251,818
Contract & Special Event Revenue	8,720,000		9,476,000			9,476,000
Total Revenue	218,549,260	2,228,955	294,540,676	32,580,800	3,114,000	330,235,476
Expenditures						
Salaries & Benefits	171,499,127	1,323,342	176,164,818			176,164,818
Contracted Services	5,443,083		6,563,866			6,563,866
Materials & Supplies	9,802,439	92,077	9,894,516			9,894,516
Utilities	3,144,815	313,983	3,458,798			3,458,798
Rent			224,771			224,771
Insurance	2,968,875	266,220	3,235,095			3,235,095
Transit Programs			64,665,466			64,665,466
Expansion Level 1	2,400,000		3,000,000			3,000,000
Expansion Level 2			830,000			830,000
Debt Service				26,225,560		26,225,560
Passthrough Grants & Loans						
Other Operating Expenses	13,095,200	233,333	14,465,383			14,465,383
Total Expenditures	208,353,539	2,228,955	282,502,713	26,225,560		308,728,273
Excess (Deficiency) of Revenue Over (Under) Expenditures	10,195,721		12,037,963	6,355,240	3,114,000	21,507,203
Interagency Cost Allocation						
Assigned, Residual & User Charges	9,942,571		9,942,571			9,942,571
A-87 Charges			1,512,320			1,512,320
Planning Chargeback Expense	253,150		583,072			583,072
Subtotal Before Capital	10,195,721		12,037,963			12,037,963
Capital Outlay						
Total Interagency Cost Allocation	10,195,721		12,037,963			12,037,963
Excess/(Deficit) of Revenues over Expenditures	0		0	6,355,240	3,114,000	9,469,240
Other						
Opt Out Property Tax Carryforward						
Transfers From (To) Other Funds						
Use of Fund Balance						
Balance/(Deficit)	0		0	6,355,240	3,114,000	9,469,240
ANALYSIS OF CHANGES IN FUND BALANCE						
Fund Balance January 1, 2003	16,600,000		31,001,399	22,666,067	23,796,384	77,463,850
Transfers From (To) Other Funds						
Excess/(Deficit) of Revenues over Expenditures	0		0	6,355,240	3,114,000	9,469,240
Non-operating Fund Transfers-Opt Out Carryover						
Fund Balance Dec 31, 2003	16,600,000		31,001,399	29,021,307	26,910,384	86,933,090

**METROPOLITAN COUNCIL
POLICY, ALIGNMENT & DEVELOPMENT
UNIFIED BUDGET
2003**

TABLE 6

OPERATING FUNDS							
GENERAL FUND							
Planning & Technical Assistance	GIS	Research	Parks	Livable Communities	Regional Growth Strategy	Division Management	
REVENUES:							
Property Tax							4,786,337
State Paid HACA							
Net Property Tax							4,786,337
Federal Revenues							
State Revenues							
State Paid HACA							
Total State Revenues							
Local Revenues							23,680
Investment Earnings							100,000
Other Revenue							
Total Revenue							4,910,017
EXPENDITURES:							
Salaries & Benefits	1,210,368	920,883	887,327	171,974	496,898	555,679	202,452
Consulting & Contractual Services	107,793	200,000	31,000	20,000	20,000	50,000	150,000
Rent	54,795	60,380	37,119		30,438	32,523	26,125
Other Operating Expenses	72,594	108,816	62,724	20,350	45,679	27,192	23,481
Insurance							
FAHP Expenses charged to Capital							
Capital Outlay							
Pass-Through Grants & Loans							
Debt Service							
Total Expenditures	1,445,550	1,290,079	1,018,170	212,324	593,015	665,394	402,058
Surplus/(Deficit)	(1,445,550)	(1,290,079)	(1,018,170)	(212,324)	(593,015)	(665,394)	4,507,959
Other Financing Sources (Uses)							
Expense Allocations: (expense)/revenue							
Direct & Residual Admin Charge-A 87							
Planning Chargeback Revenue							(716,573)
Subtotal Allocations							(716,573)
Net Expenditure Budget Authority	1,445,550	1,290,079	1,018,170	212,324	593,015	665,394	(314,515)
Other Sources & Uses of Funds							
Transfers from Other Funds							
Transfers to Other Funds							
Total							
Total Other Financing Sources (Uses)							
Balance/(Deficit)	(1,445,550)	(1,290,079)	(1,018,170)	(212,324)	(593,015)	(665,394)	5,224,532

* For 2003, the HRA rental assistance program shows a surplus of \$212,817, and the FAHP has a deficit of \$217,343. The HRA rental assistance pro

**METROPOLITAN COUNCIL
POLICY, ALIGNMENT & DEVELOPMENT
UNIFIED BUDGET
2003**

TABLE 6

				DEBT SERVICE	PASSTHROUGH			
					Special Revenue Funds			
Subtotal CDD- General Fund	FAHP Operations	Special Revenue Fund-HRA *	Total Operating	Parks Radio Solid Waste	General Fund (Parks)	HRA	Livable Communities Funds	Memo Total
4,786,337			4,786,337	8,811,400			13,135,000	26,732,737
4,786,337			4,786,337	8,811,400			13,135,000	26,732,737
	124,883	3,970,000	4,094,883			29,291,600		33,386,483
		258,000	258,000		8,630,000	1,908,400		10,796,400
		258,000	258,000		8,630,000	1,908,400		10,796,400
23,680	408,575	111,000	543,255					543,255
100,000		150,000	250,000	54,700			1,514,000	1,818,700
		33,600	33,600			915,000		948,600
4,910,017	533,458	4,522,600	9,966,075	8,866,100	8,630,000	32,115,000	14,649,000	74,226,175
4,445,581	142,364	1,925,096	6,513,041					6,513,041
578,793	376,593	134,000	1,089,386					1,089,386
241,380		153,248	394,628					394,628
360,836	72,609	1,414,874	1,848,319					1,848,319
	91,800		91,800					91,800
					8,630,000	32,115,000	16,154,550	56,899,550
				7,376,745				7,376,745
5,626,590	683,366	3,627,218	9,937,174	7,376,745	8,630,000	32,115,000	16,154,550	74,213,469
(716,573)	(149,908)	895,382	28,901	1,489,355			(1,505,550)	12,706
	67,435	682,565	750,000					750,000
(716,573)			(716,573)					(716,573)
(716,573)	67,435	682,565	33,427					33,427
4,910,017	750,801	4,309,783	9,970,601	7,376,745	8,630,000	32,115,000	16,154,550	74,246,896
	217,343		217,343				1,000,000	1,217,343
		(217,343)	(217,343)				(200,000)	(417,343)
	217,343	(217,343)					800,000	800,000
	217,343	(217,343)					800,000	800,000
		(4,526)	(4,526)	1,489,355			(705,550)	779,279

ogram will transfer \$217,343 to the FAHP resulting in a year end HRA deficit of \$4,526.

**METROPOLITAN COUNCIL
SUMMARY BUDGET
REGIONAL ADMINISTRATION
2003**

TABLE 7

	GENERAL FUND							
	Inter-Governmental Relations	Community Relations	Total Public Affairs	Communications	Human Resources	Information Services	Purchasing/Contracting	Legal
REVENUES:								
Property Tax								
State Paid HACA								
Net Property Tax								
Federal Revenues								
State Revenue								
State Paid HACA								
Total State Revenues								
Local Revenues								
Investment Earnings								
Other Revenues								
Total Revenue								
EXPENDITURES:								
Salaries & Benefits	213,124	573,842	786,966	1,132,674	2,032,901	7,014,554	1,034,181	932,285
Consulting Contractual Services	142,500		142,500	479,000	349,500	2,022,500	7,000	1,445,256
Rent	12,698	24,804	37,502	146,495	140,720	225,000	50,000	103,218
Other Operating Expenses	17,150	41,942	59,092	290,192	437,904	1,643,769	49,000	86,468
Insurance								
Non-governmental Grants								
Total Gross Expenditures	385,472	640,588	1,026,060	2,048,361	2,961,025	10,905,823	1,140,181	2,567,227
Other Financing Sources (Uses)								
Interdivisional Expense Allocations								
Assigned Charges-ES & MT								
Residual Charges-ES & MT								
Allocated Costs-Salary&Fringes From MCES								
Assigned & A-87 -HRA								
Assigned & A-87 -Transportation & Transit Developm								
Subtotal Allocations								
NET EXPENDITURE BUDGET AUTHORITY								
Other Financing Sources (Uses) & Fund Transfers								
Property Tax Transfer to MCES								
Property Tax Transfer to Livable Communities Program								
General Fund Support for Capital Expenditures								
Transfer from Environmental Services								
Total Other Financing Sources (Uses)								
Balance/(Deficit)								

**METROPOLITAN COUNCIL
SUMMARY BUDGET
REGIONAL ADMINISTRATION
2003**

TABLE 7 (continued)

GENERAL FUND										
Internal Audit	Office of the Regional Administrator	Diversity	Council & Office of the Chair	Central Services	Budget & Evaluation	Fiscal Services	Risk Management	Regional Administration Before Cost Allocation	Other & Cost Allocation	Net Regional Administration Budget
									6,237,100	6,237,100
									6,237,100	6,237,100
									275,000	275,000
									216,100	216,100
									6,728,200	6,728,200
488,473	319,274	619,640	464,694	314,876	269,557	1,841,902	966,847	18,218,824		18,218,824
		42,000		274,000	17,000	386,189	47,000	5,211,945		5,211,945
24,422	17,220	22,787	35,067	796,517	10,437	127,361	80,014	1,816,760		1,816,760
26,908	56,917	35,279	105,624	289,483	16,103	123,384	52,416	3,272,539		3,272,539
							33,000	33,000		33,000
539,803	393,411	719,706	605,385	1,674,876	313,097	2,478,836	1,179,277	28,553,068		28,553,068
									(12,139,408)	(12,139,408)
									(8,423,140)	(8,423,140)
									(750,000)	(750,000)
									(1,512,320)	(1,512,320)
									(22,824,868)	(22,824,868)
								28,553,068	(22,824,868)	5,728,200
									(1,000,000)	(1,000,000)
									(1,000,000)	(1,000,000)
								(28,553,068)	28,553,068	0

TABLE 8
CURRENT REVENUES AND OTHER SOURCES OF FUNDS FOR OPERATIONS
1999-2003 BUDGETS

	1999 Actual	2000 Actual	2001 Actual	2002 Budget	2003 Proposed
Policy Alignment & Development and Regional Administration					
General Operations Property Tax Levy:					
Gross Levy	10,174,600	10,174,600	10,274,600	10,674,600	11,130,137
Less: Estimated Uncollectible	(203,500)	(101,700)	(102,700)	(110,702)	(106,700)
Net Levy Available for Operations	9,971,100	10,072,900	10,171,900	10,563,898	11,023,437
Less: State HACA Payments	(1,841,174)	(1,990,300)	(1,947,400)	-	-
Net Levy from Property Taxpayers	8,129,926	8,082,600	8,224,500	10,563,898	11,023,437
Federal Revenues:					
Department of Housing and Urban Development:					
Housing Assistance Administrative Fees	2,880,958	2,950,578	3,360,101	3,264,400	4,078,883
Portability Program Administrative Fees	114,410	97,147	194,188	-	25,000
Counseling Services	61,990	66,420	66,420	66,420	16,000
Department of the Interior-National Park Service	310,000	103,418	-	-	-
Federal Subtotal	3,367,358	3,217,563	3,620,709	3,330,820	4,119,883
State Revenues:					
State HACA	1,841,174	1,990,300	1,947,400	-	-
MHFA Administrative Fees	226,222	339,842	402,195	420,895	258,000
MnDOT	-	18,620	18,600	-	-
State Subtotal	2,067,396	2,348,762	2,368,195	420,895	258,000
Regional Agencies:					
Metropolitan Airports Commission	41,000	25,567	250,567	25,280	25,280
Metropolitan Sports Facilities Commission	2,000	2,100	2,100	2,100	2,100
Regional Agency Subtotal	43,000	27,667	252,667	27,380	27,380
Interest Income:					
General Fund	200,000	175,000	375,000	375,000	375,000
HRA Operating Reserve	100,000	150,000	150,000	150,000	150,000
Interest Income Subtotal	300,000	325,000	525,000	525,000	525,000
Other Revenue:					
McKnight Foundation	-	-	275,000	275,000	-
Data Center Sales	10,000	10,000	10,000	10,000	10,000
HRA Local Revenue/FAHP Rental Income	67,520	68,320	123,400	123,400	519,575
Investment Service Fees	-	125,000	125,000	125,000	202,400
HRA Other Revenue	-	125,000	-	-	8,600
Other Revenue Subtotal	77,520	328,320	533,400	533,400	740,575
Total Current Revenues	13,985,200	14,329,912	15,524,471	15,401,393	16,694,275
Other Sources:					
Parks Capital Fund Balance for Park Research	158,000	-	-	-	-
Metro HRA Fund Bal. for Family Housing Prog.	-	-	-	131,063	-
Other Sources Subtotal	158,000	-	-	131,063	-
Total Current Revenues and Other Sources	14,143,200	14,329,912	15,524,471	15,532,456	16,694,275
Less: Transfer to Environmental Services	(199,000)	(299,000)	(299,000)	(299,000)	-
Less: Transfer for Livable Communities	(1,000,000)	(1,000,000)	(1,000,000)	(1,000,000)	(1,000,000)
Net Revenues and Other Sources	12,944,200	13,030,912	14,225,471	14,233,456	15,694,275
Policy Alignment & Development/Regional Admin.					

TABLE 8
CURRENT REVENUES AND OTHER SOURCES OF FUNDS FOR OPERATIONS
1999-2003 BUDGETS

	1999 Actual	2000 Actual	2001 Actual	2002 Budget	2003 Proposed
Environmental Services Division					
User Fees:					
Sewer Service Charges (Operations Only)	84,507,000	77,659,000	84,717,000	82,883,000	90,781,661
Industrial Strength Charges	7,036,500	6,233,000	6,531,900	7,909,457	8,107,500
User Fee Subtotal	91,543,500	83,892,000	91,248,900	90,792,457	98,889,161
State Revenues:					
State Grants	278,951	238,000	-	404,050	300,000
State Subtotal	278,951	238,000	-	404,050	300,000
Interest Income/Other Revenue:					
Interest Income	2,280,000	2,742,000	1,700,000	1,800,000	1,600,000
Other Miscellaneous Revenue	224,000	600,000	175,000	175,000	360,534
Other Revenue Subtotal	2,504,000	3,342,000	1,875,000	1,975,000	1,960,534
Total Current Revenues-Environmental Services	94,285,500	87,234,000	93,423,900	93,171,507	101,149,695
Other Sources:					
Transfer of General Fund Property Tax Receipts	199,000	299,000	371,000	299,000	-
Transfer from MCES Funds	3,580,000	3,939,000	378,100	1,193,334	1,027,099
Metro Environmental Partnership	-	1,500,000	-	2,000,000	-
Other Sources Subtotal	3,779,000	5,738,000	749,100	3,492,334	1,027,099
Total Current Revenues and Other Sources	98,064,500	92,972,000	94,173,000	96,663,841	102,176,794
Environmental Services					

TABLE 8
CURRENT REVENUES AND OTHER SOURCES OF FUNDS FOR OPERATIONS
1999-2003 BUDGETS

	1999 Actual	2000 Actual	2001 Actual	2002 Budget	2003 Proposed
Transportation (Excluding Opt Out Passthrough Funds)					
Transit Operations Property Taxes (Net Proceeds):					
Total Property Tax Receipts	83,111,100	89,932,000	98,067,000	-	-
Less: Local Option Opt Out	(10,540,000)	(11,376,000)	(12,586,900)	-	-
Net Tax Receipts Available for Operations	72,571,100	78,556,000	85,480,100	-	-
Less: State HACA	(10,707,400)	(11,935,000)	(11,829,700)	-	-
Net Tax Receipts from Property Taxpayers	61,863,700	66,621,000	73,650,400	-	-
Federal Revenues:					
ISTEA	1,600,000	1,450,000	1,600,000	1,801,065	1,732,120
Federal Highway Administration	1,698,100	1,784,000	1,600,000	1,600,000	2,059,903
Federal Transit Administration:					
Section 8 Planning	610,000	610,000	604,850	620,000	606,800
Section 3 Team Transit	125,000	-	-	-	-
Section 9 Operating	5,373,000	8,342,000	9,620,097	17,825,222	20,908,596
Federal Subtotal	9,406,100	12,186,000	13,424,947	21,846,287	25,307,419
State Revenues:					
MVET State Forecast	-	-	-	60,230,430	131,978,935
Less: MVET for Opt Outs	-	-	-	(10,161,048)	(23,183,268)
MVET for Council	-	-	-	50,069,382	108,795,667
(Allowance for Variability)	-	-	-	(6,212,000)	(4,703,666)
MVET Budgeted	-	-	-	43,857,382	104,092,001
General Transit Assistance - Base	55,493,700	58,091,000	63,899,550	112,803,184	58,730,432
General Transit Assistance - Expansion	-	-	-	-	2,982,134
State HACA	10,707,400	11,935,000	11,829,700	-	-
State Subtotal Excluding Opt Out Passthrough	66,201,100	70,026,000	75,729,250	156,660,566	165,804,567
Passenger Fares:					
Transit Operations - Base	51,283,000	51,578,000	56,000,000	64,095,486	61,064,931
Transit Operations - Expansion	-	-	-	-	1,251,818
Metro Mobility	1,564,300	1,832,000	1,838,000	1,887,100	1,890,000
Other Transit Providers	2,319,800	2,357,000	2,176,000	588,500	564,718
Passenger Fare Subtotal	55,167,100	55,767,000	60,014,000	66,571,086	64,771,467
Interest Income/Other Revenue:					
MTS/Metro Mobility Interest Income	100,000	105,000	105,000	125,000	450,000
Transit Operations Interest Income	750,000	750,000	926,260	2,400,000	1,700,000
Transit Operations Contract Revenue	6,970,000	6,784,000	6,885,000	10,455,000	8,720,000
Metro Mobility Contract Revenue	750,000	750,000	700,000	756,000	756,000
Transit Operations Other Revenue	1,944,000	2,240,000	2,443,000	1,300,000	3,278,955
Metro Mobility Other Revenue	190,900	191,000	90,000	90,000	216,000
MTS Other Revenue	2,886,100	2,131,000	326,250	353,000	353,000
Other Revenue Subtotal	13,591,000	12,951,000	11,475,510	15,479,000	15,473,955
Total Current Revenues-Transportation	206,229,000	217,551,000	234,294,107	260,556,939	271,357,408
Other Sources:					
Other Sources Subtotal	-	-	-	-	-
Total Current Revenues and Other Sources	206,229,000	217,551,000	234,294,107	260,556,939	271,357,408
Transportation					

TABLE 9
CERTIFIED LEVIES AND LEVY LIMITS
1999-2003 BUDGETS

	Certified Payable 1999	Certified Payable 2000	Certified Payable 2001	Certified Payable 2002	Proposed Payable 2003
Certified or Proposed Gross Levies:					
General Levy					
General Purposes	9,174,600	9,174,600	9,274,600	9,674,600	10,130,137
Transfer to Livable Communities	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Subtotal-General	10,174,600	10,174,600	10,274,600	10,674,600	11,130,137
Transit Operating District					
Total Levy	83,682,924	90,055,080	97,949,930	Levy Authority Repealed in 2001	
Less: Local Option Levies	10,755,117	11,549,029	12,778,569	Levy Authority Repealed in 2001	
Net Regional Levy	72,927,807	78,506,051	85,171,361		
Transit Operating Area	1,124,339	1,246,002	1,374,929	Levy Authority Repealed in 2001	
Highway Right-of-Way	2,159,302	1,142,446	1,142,446	2,822,906	3,142,643
Livable Communities					
Tax Base Revitalization-Highway ROW		Levy Authority Repealed in 1999			
Tax Base Revitalization-Fiscal Disparities	5,000,000	5,000,000	5,000,000	5,000,000	5,000,000
Demonstration Account	5,116,080	6,132,936	6,675,781	7,418,782	8,259,070
Subtotal-Livable Communities	10,116,080	11,132,936	11,675,781	12,418,782	13,259,070
Sewer Deficiency	-	-	-	-	-
Subtotal - Non Debt	96,502,128	102,202,035	109,639,117	25,916,288	27,531,850
Solid Waste Debt Service	-	-	-	427,460	432,962
Parks Debt Service	5,725,501	6,047,814	6,598,577	6,848,080	8,090,496
Transit Debt Service	20,190,351	20,393,958	21,058,982	25,973,187	32,894,174
Radio Debt Service	425,825	423,525	340,454	421,840	422,155
Subtotal - Debt Service	26,341,676	26,865,297	27,998,013	33,670,567	41,839,788
Total	122,843,805	129,067,332	137,637,130	59,586,855	69,371,638
Transit Portion	94,242,497	100,146,011	107,605,271	25,973,187	32,894,174
General Portion	28,601,307	28,921,321	30,031,858	33,613,668	36,477,463
Statutory Levy Limits:					
General Operations	10,317,945	10,472,714	10,786,895	11,110,502	11,195,137
Highway ROW	2,159,302	2,333,630	2,540,187	2,822,906	3,142,643
Livable Comm. Tax Base Revitalization	2,159,302	Levy Authority Repealed in 1999			
Livable Comm. Fiscal Disparity	5,000,000	5,000,000	5,000,000	5,000,000	5,000,000
Livable Comm. Demonstration Acct	5,674,788	6,132,936	6,675,781	7,418,782	8,259,070
Transit Operations District					
Total Levy Limit	84,018,254	90,585,725	98,375,084	Levy Authority Repealed in 2001	
Less: Certified Local Option Levies	10,755,117	11,549,029	12,778,569	Levy Authority Repealed in 2001	
Regional Levy Limit	73,263,137	79,036,696	85,596,515		
Transit Operations Area	1,124,339	1,246,002	1,374,929	Levy Authority Repealed in 2001	

TABLE 10
DEBT SERVICE REVENUES AND EXPENDITURES
1999-2003 BUDGETS

	1999 Actual	2000 Actual	2001 Actual	2002 Budget	2003 Proposed
Parks and Open Space:					
Certified Levies	5,725,501	6,047,814	6,598,577	6,848,080	8,090,496
Less: Estimated Uncollectible	(16,317)	(13,747)	(38,818)	(102,525)	(121,396)
Net Current Tax Receipts	5,709,184	6,034,067	6,559,759	6,745,555	7,969,100
Revenues:					
Property Taxes	4,669,272	4,846,485	5,304,428	6,745,555	7,969,100
State HACA	1,039,912	1,187,582	1,255,331	-	-
Interest Income	83,869	198,113	223,748	40,000	40,000
Total Revenues	5,793,053	6,232,180	6,783,507	6,785,555	8,009,100
Total Revenues and Other Sources	5,793,053	6,232,180	6,783,507	6,785,555	8,009,100
Expenditures:					
Principal Repayment	5,835,000	2,825,000	4,240,000	5,523,000	5,425,000
Principal Refunding	11,575,000	-	-	-	-
Interest Expense/Fiscal Charges	1,985,910	923,636	1,185,717	1,142,178	1,164,967
Total Expenditures	19,395,910	3,748,636	5,425,717	6,665,178	6,589,967
Revenues & Other Sources Over/ (Under) Expenditures & Other Uses	(13,602,857)	2,483,544	1,357,790	120,378	1,419,133
Residual Equity Transfer In/(Out)	(638,790)	-	-	-	-
Fund Balance, Year End	3,657,028	6,140,572	7,498,362	7,618,740	9,037,873
Recap:					
Current Year Principal and Interest	7,820,910	3,748,636	5,425,717	6,665,178	6,589,967
Bond Refundings	11,575,000	-	-	-	-

TABLE 10
DEBT SERVICE REVENUES AND EXPENDITURES
1999-2003 BUDGETS

	1999 Actual	2000 Actual	2001 Actual	2002 Budget	2003 Proposed
Solid Waste:					
Certified Levies	-	-	-	427,460	432,962
Less: Estimated Uncollectible	769	2,962	325	(6,460)	(6,462)
Net Current Tax Receipts	769	2,962	325	421,000	426,500
Revenues:					
Property Taxes	769	2,962	325	421,000	426,500
State HACA	-	-	-	-	-
Interest Income	(4,041)	17,190	(11,235)	5,000	5,000
Other Revenues	-	-	-	-	-
Total Revenues	(3,272)	20,152	(10,910)	426,000	431,500
Transfer from Other Funds	400,000	400,000	400,000	-	-
Total Revenues and Other Sources	396,728	420,152	389,090	426,000	431,500
Expenditures:					
Principal Repayment	260,000	325,000	335,000	345,000	360,000
Interest Expense/Fiscal Charges	130,283	82,345	67,581	54,091	39,725
Total Expenditures	390,283	407,345	402,581	399,091	399,725
Revenues & Other Sources Over/ (Under) Expenditures & Other Uses	6,445	12,807	(13,491)	26,909	31,775
Residual Equity Transfer	-	-	-	-	-
Fund Balance, Year End	150,244	163,051	149,560	176,469	208,244

TABLE 10
DEBT SERVICE REVENUES AND EXPENDITURES
1999-2003 BUDGETS

	1999 Actual	2000 Actual	2001 Actual	2002 Budget	2003 Proposed
Transit:					
Certified Levies	20,190,351	20,393,958	21,058,982	25,973,187	33,432,888
Less: Estimated Uncollectible	(84,632)	(136,149)	(3,145,935)	(380,782)	(501,488)
Net Current Tax Receipts	20,105,719	20,257,809	17,913,047	25,592,405	32,931,400
Revenues:					
Property Taxes	17,000,278	17,202,189	17,913,047	25,592,405	32,931,400
State HACA	3,105,441	3,055,620	2,924,716	-	-
Interest Income	338,792	1,081,993	940,790	180,000	180,000
Other Revenues	-	-	-	-	-
Total Revenues	20,444,511	21,339,802	21,778,553	25,772,405	33,111,400
Proceeds from Bonds	-	-	-	-	-
Refunding Bonds Held in Escrow	-	-	-	-	-
Total Revenues and Other Sources	20,444,511	21,339,802	21,778,553	25,772,405	33,111,400
Expenditures:					
Principal Repayment	16,270,000	14,355,000	14,440,000	16,655,000	17,195,000
Principal Refunding	-	1,325,000	-	-	-
Interest Expense/Fiscal Charges	4,133,157	3,915,177	4,917,248	6,363,525	9,030,560
Total Expenditures	20,403,157	19,595,177	19,357,248	23,018,525	26,225,560
Revenues & Other Sources Over/ (Under) Expenditures & Other Uses	41,354	1,744,625	2,421,305	2,753,881	6,885,841
Residual Equity Transfer In/(Out)	(115,895)	-	-	-	-
Fund Balance, Year End	23,805,699	25,550,324	27,971,629	30,725,510	37,611,350
Recap:					
Current Year Principal and Interest	20,403,157	18,270,177	19,357,248	23,018,525	26,225,560
Bond Refundings	-	1,325,000	-	-	-

TABLE 10
DEBT SERVICE REVENUES AND EXPENDITURES
1999-2003 BUDGETS

	1999 Actual	2000 Actual	2001 Actual	2002 Budget	2003 Proposed
800 Megahertz Radio:					
Certified Levies	425,825	423,525	340,454	421,840	422,155
Less: Estimated Uncollectible	(1,063)	(3,570)	(1,145)	(6,340)	(6,355)
Net Current Tax Receipts	424,762	419,955	339,309	415,500	415,800
Revenues:					
Property Taxes	347,328	336,833	274,568	415,500	415,800
State HACA	77,434	83,122	64,741	-	-
Interest Income	2,344	14,547	6,951	8,900	9,700
Other Revenues	-	-	-	-	-
Total Revenues	427,106	434,502	346,260	424,400	425,500
Proceeds from Bonds	-	-	-	-	-
Total Revenues and Other Sources	427,106	434,502	346,260	424,400	425,500
Expenditures:					
Principal Repayment	160,000	265,000	275,000	285,000	300,000
Interest Expense/Fiscal Charges	145,064	135,625	122,046	101,753	87,053
Total Expenditures	305,064	400,625	397,046	386,753	387,053
Revenues & Other Sources Over/ (Under) Expenditures & Other Uses	122,042	33,877	(50,786)	37,647	38,447
Fund Balance, Year End	367,936	401,813	351,027	388,674	427,121

TABLE 10
DEBT SERVICE REVENUES AND EXPENDITURES
1999-2003 BUDGETS

	1999 Actual	2000 Actual	2001 Actual	2002 Budget	2003 Proposed
Environmental Services:					
MCES Debt Service (Budget Basis)					
Sewer Service Charges	45,588,000	43,367,048	39,781,984	42,577,000	41,906,000
Transfer from SAC Fund	17,712,000	19,890,000	24,793,000	25,443,000	28,961,000
Total Revenues and Other Sources	63,300,000	63,257,048	64,574,984	68,020,000	70,867,000
Expenditures:					
Local Government Debt	30,000	-	-	-	-
Current Value Credits	3,351,000	3,095,000	543,556	-	-
Transfer to Sewer Bond Fund	59,919,000	60,162,048	64,900,844	68,020,000	70,867,000
Total Expenditures	63,300,000	63,257,048	64,574,984	68,020,000	70,867,000
Sewer Bond Fund					
Revenues and Other Sources:					
Interest Income	327,670	778,000	1,851,557	532,000	442,000
Other Sources:					
Transfers from Environmental Services	59,919,000	60,162,048	64,900,844	68,020,000	70,867,000
Total Revenues and Other Sources	60,246,670	60,940,048	66,752,401	68,552,000	71,309,000
Expenditures:					
Principal Repayments	37,985,000	35,680,000	45,440,000	46,105,000	49,940,000
Interest Expense/Fiscal Charges	29,835,758	31,714,000	25,234,280	21,752,000	24,927,000
Total Expenditures	67,820,758	67,394,000	70,674,280	67,857,000	74,867,000
Fund Balance, Year End	19,679,000	13,225,048	9,303,169	9,998,169	6,440,169

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TABLE 10
DEBT SERVICE REVENUES AND EXPENDITURES
1999-2003 BUDGETS

	1999 Actual	2000 Actual	2001 Actual	2002 Budget	2003 Proposed
Combined-All Debt Service:					
Revenues:					
Property Taxes	22,017,647	22,388,469	23,492,368	33,174,460	41,742,800
State HACA	4,222,787	4,326,324	4,244,788	-	-
Sewer Service Charges/SAC Transfers	63,300,000	63,257,048	64,574,984	68,020,000	70,867,000
Interest Income	420,964	1,311,843	1,160,254	233,900	234,700
Other Income	-	-	-	-	-
Total Revenues	89,961,398	91,283,684	93,472,394	101,428,360	112,844,500
Other Sources:	-	-	-	-	-
Proceeds from Bonds	-	-	-	-	-
Refunding Bonds Held in Escrow	-	-	-	-	-
Transfers from Other Funds	400,000	400,000	400,000	-	-
Total Other Sources	400,000	400,000	400,000	-	-
Total Revenues and Other Sources	90,361,398	91,683,684	93,872,394	101,428,360	112,844,500
Expenditures by Function:					
Parks Debt Service	19,395,910	3,748,636	5,425,717	6,665,178	6,589,967
Solid Waste Debt Service	390,283	407,345	402,581	399,091	399,725
Transit Debt Service	20,403,157	19,595,177	19,357,248	23,018,525	26,225,560
800 Radio System Debt Service	305,064	400,625	397,046	386,753	387,053
Environmental Services Debt Service	63,300,000	63,257,048	64,574,984	68,020,000	70,867,000
Certificates of Indebtedness	-	-	-	-	-
Total Expenditures	103,794,414	87,408,831	90,157,576	98,489,546	104,469,305
Revenues & Other Sources Over/ (Under) Expenditures & Other Uses	(13,433,016)	4,274,853	3,714,818	2,938,814	8,375,196
Recap:					
Current Year Principal and Interest	92,219,414	86,083,831	90,157,576	98,489,546	104,469,305
Bond Refunding	11,575,000	1,325,000	-	-	-

TABLE 11
METROPOLITAN COUNCIL
STAFF COMPLEMENT IN FTE's FOR 2000-2003

	Adopted 2000	Adopted 2001	Adopted 2002	Proposed 2003
CHAIR AND REGIONAL ADMINISTRATOR'S OFFICES				
Council and Chair's Office	2.00	2.00	1.80	0.80
Regional Administrator's Office	4.00	3.00	3.00	3.00
Budget and Evaluation	3.00	3.00	3.00	3.00
Diversity	8.00	8.50	7.50	8.60
Human Resources	26.50	26.25	25.75	25.25
Intergovernmental Relations	2.00	2.00	2.00	2.00
Internal Audit	6.00	5.50	5.50	5.25
Community Relations		7.00	7.00	8.00
Risk Management	16.00	16.00	15.00	14.00
Communications and Data Center	16.00	14.00	17.50	16.50
Legal	10.00	10.00	10.50	10.50
Fiscal Services	24.80	25.80	27.60	25.60
Information Services	86.15	83.40	81.40	81.20
Central Services	8.50	7.50	5.50	4.50
Purchasing				13.80
Regional Administration	212.95	213.95	213.05	222.00
POLICY, ALIGNMENT & DEVELOPMENT				
Division Director Office	2.00	2.00	2.00	2.00
GIS	12.00	15.00	13.00	13.00
Livable Communities	7.00	6.00	6.50	6.00
Research	9.00	10.00	11.00	11.00
HRA	31.00	33.00	34.00	34.20
Planning & Technical Assistance	11.00	13.00	15.50	15.55
Regional Growth Strategy	7.00	7.00	7.00	8.00
Parks	2.00	2.00	2.00	2.00
Radio	1.00	1.00	1.00	
Policy, Alignment & Development	82.00	89.00	92.00	91.75
Total Regional Administration & Planning	294.95	302.95	305.05	313.75
ENVIRONMENTAL SERVICES DIVISION				
General Manager's Office	24.00	21.40	21.00	15.60
Treatment Services	647.00	619.60	606.00	594.20
Environmental Quality Assurance	130.00	133.00	128.00	121.90
Subtotal	801.00	774.00	755.00	731.70
TRANSPORTATION DIVISION				
Transportation Planning	20.00	20.00	20.00	17.00
Regular Route	4.00	4.00	4.00	4.00
Rural/Small Urban Route	1.00	1.00	1.00	1.00
Metro Mobility	12.00	13.00	13.00	13.00
Commuter Service	9.00	9.00	9.00	9.00
Total Other Transit	46.00	47.00	47.00	44.00
Metro Transit				
Drivers	1522.40	1591.90	1565.89	1606.79
Mechanics	484.40	529.60	520.28	515.03
Administration-General	293.60	316.70	343.65	331.74
Administration-Clerical	201.10	234.70	233.55	233.64
Administration-Police	30.00	30.00	30.00	40.00
Total Metro Transit	2531.50	2702.90	2693.37	2727.20
TOTAL FTE' S	3673.45	3826.85	3800.42	3816.65

Footnotes:

- 1) Metro Transit's 2001 amended budget had a reduced FTE count Of **2,629**
- 2) The six person HRIS Project Team will include staff from the departments listed above
2 Fiscal Services, 2 Metro Transit, 2 Human Resources

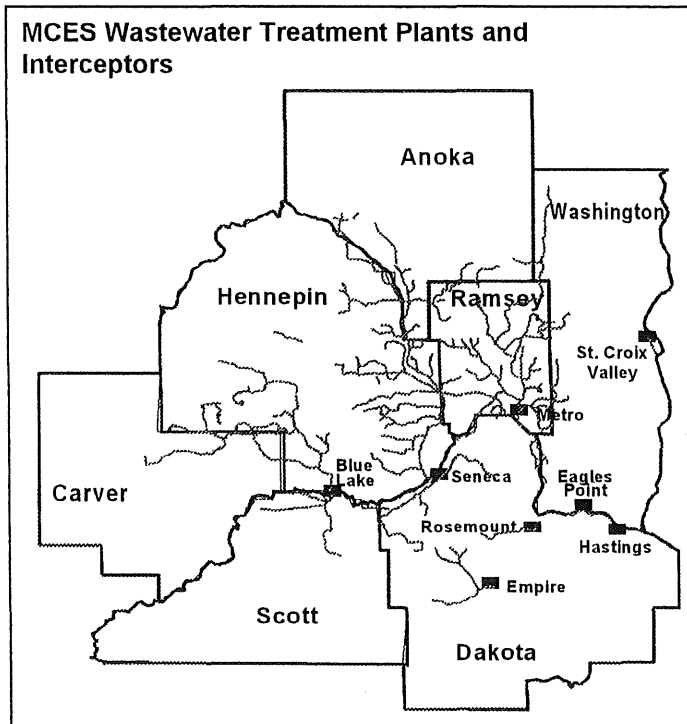
ENVIRONMENTAL SERVICES DIVISION

Metropolitan Council 2003 Unified Budget

Environmental Services Division

MISSION: Metropolitan Council Environmental Services (MCES) exists to support Council-guided regional development and to protect the public health and environment by ensuring the integration of water resources plans and providing the most effective means for wastewater collection and treatment

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



- Owns and maintains approximately 550 miles of regional sewers that collect flow from 5,000 miles of sewers owned by 103 communities,
- Treats up to 300 million gallons of wastewater daily at eight regional treatment plants,
- Continues to achieve near-perfect compliance with federal and state clean water standards,
- Maintains wastewater service rates consistently below the national average,
- Works with approximately 800 industrial clients to substantially reduce the amount of pollution entering our wastewater collection system,

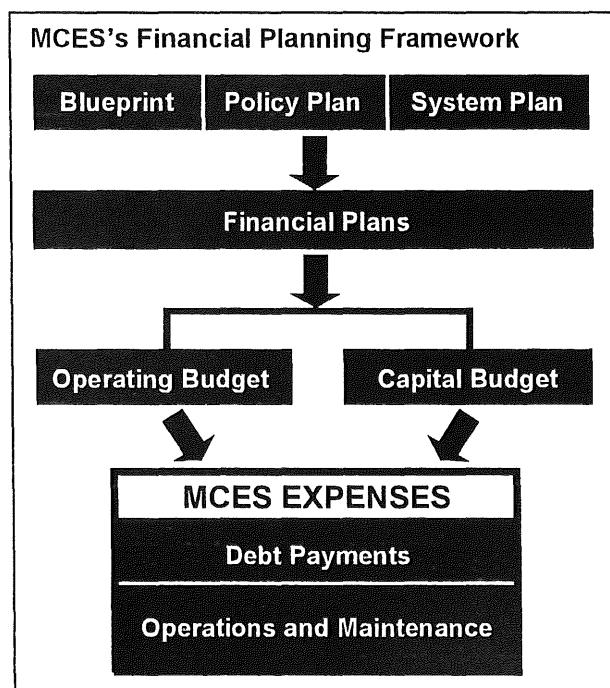
- Ensures sufficient sewer capacity exists to serve planned development
- Provides sufficient investments to maintain and improve the quality of the regional sewer infrastructure,
- Reviews local plans provide for adequate water supply and non-point pollution prevention in the region, and
- Provides water resources monitoring and analysis for the region, and
- Partners with numerous public, private and nonprofit groups committed to a clean environment.

MCES's FINANCIAL PLANNING AND ANALYSIS

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

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

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



- the Summary Budget, which summarizes all the financial planning information of the Division,
- the Capital Budget and Capital Improvement Program (CIP), which presents the annual and long-term infrastructure costs for the organization,
- the Annual Budget and the Plan for Allocating Resources (PAR), which is the detailed annual operating budget, a high level multi-year budget and a forecast of municipal wastewater rates, and
- the Capital Finance Plan (CFP), which describes the plan to raise the capital required to perform the CIP and thus serves as a bridge between the CIP and the PAR.

The Summary Budget document contains executive summaries of the CIP, PAR, and CFP. Each of these documents is available on the Environment section of the Council's Web site. The Summary Budget is also available in hard copy from the Council's data center at (651) 602-1140.

The process used to develop the 2003 Annual Budget and PAR included interaction with the MCES management team, regional administration staff and municipal and industrial customers. A draft, high level budget was prepared in the spring of 2002 by budget staff. This effort incorporated responses requested from program managers regarding significant anticipated changes and proposed initiatives, as well as input from our municipal and industrial customers received at four budget planning meetings held in late April and early May. The result is financial planning that incorporates funding for new and existing programs essential to the short-, mid- and long-term goals of the Council, MCES and our customers. The draft budget was used to establish the 2003 municipal wastewater and industrial rates. After approval of these rates by the Environment Committee in late June, a letter was mailed to all of MCES community customers to allow them time to plan their budgets.

2003 Budget Planning

The 2003 Annual Budget and 5-year PAR focus on meeting the objectives and expected outcomes that align with the Council and MCES's strategic goals.

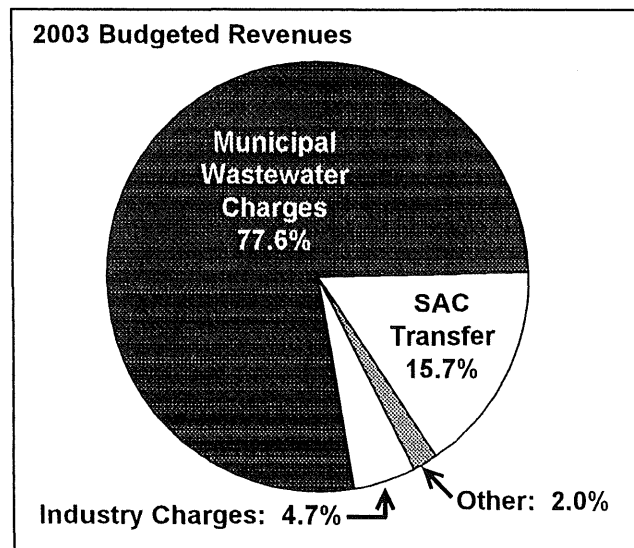
The following considerations were among the top priorities during the planning of the 2003 budget.

- Meeting regulatory requirements.
- Meeting customer expectations for quality and level of service.
- Addressing watershed capacity and pollutant load issues.
- Remaining competitive in the marketplace.
- Fully funding current cost of all programs and replenishing operating reserves.

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

MCES Revenues

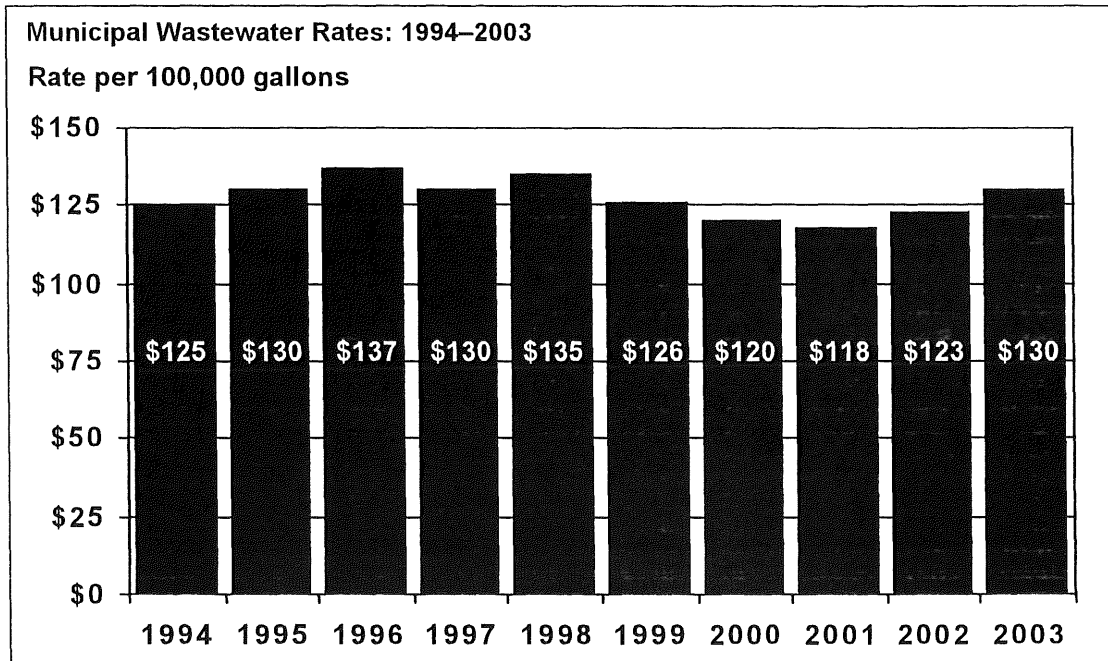
MCES is a user-fee-based organization, which is run as an enterprise. The Council's rate setting philosophy is that user classes should pay the "cost of service." Revenues include the municipal wastewater charge (based on volume), industry-specific charges, service availability charges (SAC) and miscellaneous revenues. The graphic on the left depicts the percentages of the 2003 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 the same rate for wastewater services. In 2003 this rate will be \$130 per hundred thousand gallons. The revenue generated by the municipal

wastewater charges are expected to account for 77.6 percent of MCES's projected total operating revenue for the year 2003.

The 2003 municipal wastewater charge revenue is budgeted at \$132.6 million, a 5.7 percent increase from the 2002 budgeted revenue. A 10-year rate history is shown below – note the 2003 rate is 5 percent below the high rate in 1996.



Service Availability Charges (SAC)—Communities pay MCES for additional capacity demanded by new development or increased industrial or commercial use. Communities collect these one-time SAC fees from property owners at the time of development. Generally, one SAC unit equals 274 gallons of potential daily wastewater flow volume. A freestanding single-family residence is charged one SAC unit. Each community pays the same rate for SAC. The 2003 basic SAC rate is \$1,275 per residence or equivalent unit.

The SAC revenue is intended to pay the average cost of growth and is used to finance the reserved capacity portion of the capital costs in the wastewater system. The transfer from SAC fees represents 15.7 percent of MCES's total operating budget for 2003.

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

- 1) Industrial strength charges
- 2) Liquid waste hauler load charges
- 3) Industrial discharge permit fees
- 4) Add-on service charges
- 5) Self-monitoring report late fee
- 6) Stipulation agreement payments
- 7) Cost recovery fees
- 8) Special strength charges

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

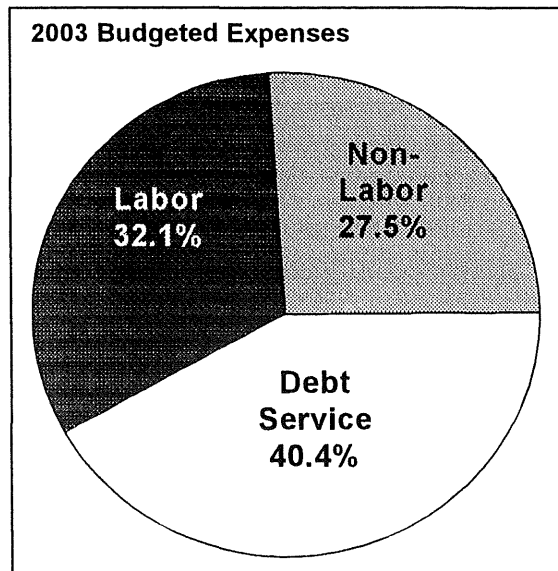
The industrial strength charge provides the majority of the revenue from the industry-specific charges. It covers the higher treatment costs of that industrial wastewater which has more

pollutants than typical domestic wastewater. The revenue anticipated from the entire IRS is 4.7 percent of MCES's 2003 revenues.

Other Revenue—The remaining 2.0 percent of MCES's 2003 revenue comes from other sources. This includes revenue from interest, a state grant, and designated reserves.

MCES Expenses

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



MCES Labor—In 1998 there were 984 budgeted FTEs (full time equivalents). An aggressive budget reduction plan resulted in a reduction to 767 FTEs by 2001. There are 732 FTEs budgeted for 2003 and the plans for future budgets include small reductions in FTE numbers achieved through attrition. In 2003 staff (labor) expenses account for 32.1 percent of total expenses.

A flexible, skilled and productive workforce includes having the right number of employees, in the right places, prepared with the right skills. The 2003 operating budget supports maintaining the size of the workforce at a competitive level;

repositioning the workforce to best meet organizational needs; and, retraining and supporting the workforce to deliver expected results.

Non-Labor Operational Expenses—Included in the non-labor expense category are continuing operation expenses and interdivisional expenses. Continuing operational expenses include items such as utilities, materials and supplies, contracted services and security. The interdivisional expenses are for services shared with other Council divisions (e.g. Information systems and Human Resources departments) and are a little over one-fourth of the non-labor portion of expenses.

In 2003 non-labor operational expenses account for 27.5 percent of total expenses.

Debt Service Expenses—Debt service is forecast each year as an element of the Capital Finance Plan (CFP), which is based on the projected capital budget outlined in the Capital Improvement Program (CIP). The CIP details the Division's capital projects and the associated cash flow requirements. The CFP combines this information with pay-as-you-go funds available, interest rate assumptions, current debt obligations and debt leveling requirements to form a debt service forecast for the PAR period. In 2003, debt service expenses account for 40.1 percent of the budget.

The 2003 Budget and the projections for future rates and expense targets can only be achieved with the continued commitment of Council and MCES managers and staff. Even with this commitment, factors outside the control of MCES will provide significant challenges; these factors include the impact of dry weather conditions on flow levels and excessive inflation in the costs of utilities, fuels, chemicals and medical benefits.

SUMMARY

Summary of Rates, Revenues and Expenses—The following table shows MCES rates, revenues and expenses for the years 2001–2003. The 2002 budget was amended in April to fund additional security costs that arose after the 9-11 tragedy, the elimination of the property tax levy, and a reduction in interest income.

MCES Revenue: 2001–2003 (Revenue in 000)				
	2001 Actual	2002 Budget	2002 Amended	2003 Budget
Flow	105.5	102	102	102
X Rate	\$118	\$123	\$123	\$130
Municipal Wastewater Revenue	\$124,545	\$125,460	\$125,460	\$132,600
SAC Transfer	24,793	25,443	25,443	26,797
Industrial Charges	7,104	7,910	7,910	8,107
Misc. Revenue	2,287	2,678	2,179	2,261
Use of Designated Reserves	--	3,193	3,193	1,130
Total Revenue & Other Sources	\$158,729	\$164,684	\$164,185	\$170,895
MCES Expenses: 1998–2002 (Expenses in 000)				
	2001 Actual	2002 Budget	2002 Amended	2003 Budget
Total MCES Labor	\$ 52,398	\$ 52,288	\$ 51,772	\$ 54,622
Total Non-Labor	42,396	44,376	45,830	46,661
Debt Service	64,575	68,020	68,020	68,615
Total Expenses	\$159,369	\$164,684	\$165,622	\$169,898
Surplus (Deficit)	(\$640)	(\$0)	(\$1,437)	\$997

TRANSPORTATION DIVISION

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Transportation Division-Metropolitan Transportation Services

METROPOLITAN COUNCIL TRANSPORTATION DIVISION

ORGANIZATION

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

METROPOLITAN TRANSPORTATION SERVICES

MISSION

To plan for effective regional transportation, to provide high quality, cost-effective transportation, and to promote alternatives to trips taken in single occupant vehicles. To support regional smart growth objectives, improved regional competitiveness in the global economy, and to meet the transportation needs of the region.

FUNCTION

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

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

KEY OUTCOMES:

- A strong regional transportation plan that addresses the changing transportation needs of the region and is linked to development patterns
- Improved mobility for every citizen
 - Improving transit options for every citizen
 - Zero trip denials for persons with disabilities
- Improved function of the transportation system
 - Funding to key regional transportation needs
 - Increasing transit ridership
 - Increasing carpools/vanpools
- Development of the region according to Smart Growth principles.

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Transportation Division-Metropolitan Transportation Services

2003 KEY WORK ACTIVITIES

Transportation Planning

- Advance key transit corridor development in 2003
 - Northwest Busway
 - Central Corridor
- Align transportation planning activities with Blueprint 2030 implementation
- Participate in Moving Minnesota Highway/Arterial/Corridor studies
 - Multiple studies including Highway 100, Stillwater Bridge, IRC Corridors
- Plan 2007/08 TEA 21 Solicitation Process
- Participate in the national dialogue on TEA 21 reauthorization
- Calibrate forecasting model with TBI/census data
- Participate in aviation and land use studies
- Staff support to Hiawatha LRT Implementation
- Staff support for 2003 Legislative session
- Conduct the 2003 Transit Audit

Metro Commuter Services/Travel Demand Management

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

Metro Mobility

- In the base budget, increase demand service one-half percent and agency service by seven percent.
- Increase demand service by two percent starting July 1, 2003 as part of the service expansion package.

Opt Outs

- Receive their first full year of MVET funding through the Council

Rural Small Urban

- Increase service levels by 2% starting July 1, 2003, as part of the service expansion package
- Base 2003 ridership projected at 540,000 rides
- Includes: STEP, Hopkins, Hastings, NEST, Lake Area Bus, Carver, Anoka Traveler, DARTS, HSI, Scott, Westonka, Anoka Linwood, Anoka Volunteer, Delano, Senior Transportation, Minnetonka, Edina, Prism, and West Hennepin

Contracted Regular Routes

- Restore 2002 cuts
- 4% annualized increase in service beginning July 1, 2003 as part of the service increase package, with service expansions focused in areas currently not served and where it will reduce congestion

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Transportation Division-Metropolitan Transportation Services

FINANCIAL ANALYSIS

MVET REPLACES PROPERTY TAX

Before calendar year 2002, the Council and certain opt out communities levied property taxes to fund a portion of transit operations. This levy authority was eliminated by the 2001 Legislature. It was replaced with a transfer of 20.5% of the Motor Vehicle Sales Tax (also known as the Motor Vehicle Excise Tax or MVET) into the Metropolitan Area Transit Appropriation Account starting for state fiscal year 2003 (which runs from July 1, 2002 to June 30 2003).

MVET funding is projected at \$132.0 million for calendar 2003, the full first calendar year of MVET funding. This revenue assumption is based at on the February 2002 State revenue forecast. Approximately \$4.7 million of this amount is not budgeted for operations and is designated an allowance for fluctuations in collections.

For state fiscal year 2004 and beyond, an additional 2 percent of the transit fund will be deposited in the Metropolitan Area Transit Appropriation Account, subject to legislative appropriation. This additional 2 percent transfer is projected to generate about \$6.4 million in calendar 2003.

The Council will distribute a portion of these funds to the opt out communities based on a formula established in legislation. The Council will distribute the remaining amount of these funds to the Council's transit programs through its regular budget processes.

The Council also retains the authority to use a property tax in the case of a downturn in MVET transit fund revenues. If MVET revenues do not keep pace with inflation, the Council has the authority to sell short-term bonds and levy a property tax to repay those bonds.

KEY REVENUE ASSUMPTIONS:

- State appropriation
 - Assumed at \$58.7 million for calendar 2003, as outlined in state legislation. \$23,140,996 would be allocated to Metropolitan Transportation Services, with the balance going to Metro Transit.
 - \$2.9 million increase in State General Funds for a service expansion package for calendar year 2003, of which \$530,000 would be allocated to Metropolitan Transportation Services and \$2,452,134 going to Metro Transit.
- Motor Vehicle excise tax (MVET)
 - Projected at \$132.0 million, based on the State February 1, 2002 MVET projection at a rate of 20.5% for the first half of the year and 22.5% for the last half of the year
- Federal revenues
 - Planning: \$300,000 one-time federal UPWP funds

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Transportation Division-Metropolitan Transportation Services

- Metro Mobility: \$3.5 million of federal NTD funds used on-going, with \$500,000 of new funds to maintain expanded capacity
- Regular Route: \$100,000 of JARC funds
- Fares
 - No change
 - Fare media money collected by Metro Transit for MTS routes provides Metro Transit approximately \$1 million

KEY EXPENDITURE ASSUMPTIONS

- Staff salaries & fringe at union contract rates and materials and supplies at inflation
- The first full year of Opt Out MVET funding flows through the Council budget
- Metro Mobility has \$500,000 for Taxi Ticket program and \$50,000 for assured ride home program
- \$480,000 in Travel Demand Management contracts
- Service expansion package includes:
 - Metro Mobility: \$300,000 for a two percent annualized increase in service, starting July 1, 2003
 - Opt Out communities: 10% increase in funding starting July 1, 2003 due to the increase from 20.5% to 22.5% of MVET.
 - Community programs: \$30,000 for a two percent annualized increase in service, starting July 1, 2003
 - Regular Route: \$300,000 for a four percent annualized increase in service starting July 1, 2003

METRO TRANSIT BUS OPERATIONS

Introduction

As the largest operator of bus service in the Twin Cities region, Metro Transit is a key part of the Metropolitan Council's commitment to Smart Growth. Increasing the numbers of trips on transit helps sustain economic viability, improve air quality, reduce congestion and bolster the quality of life in the metropolitan area.

In 2003, 72.8 million customers will ride on Metro Transit buses. This is a projection of 2.6 million rides over 2002 projected ridership. This increase in ridership is attributed to creating new service supporting Smart Growth, increasing Local Service by adding more service on existing routes, and expansion of service to get back on track to achieving the 2020 growth plan. As the 11th largest all-bus transit system in North America, the agency's 1,607 operators and more than 500 mechanics support a 994-bus fleet serving 139 local, express and contract routes. In service to its customers, Metro Transit drives more than 104,000 miles each weekday. Metro Transit provides service that results in fewer cars on Twin Cities' roadways and a reduction in congestion.

In 2003, Metro Transit will continue successful programs put in place in the past to increase transit ridership, improve transit quality, and expand transit service. But in 2003 Metro Transit is faced with budget resource challenges due to potential State transit subsidy funding reductions. In spite of these hurdles, Metro Transit will create and nurture community and business partnerships to support transit ridership and transit advocacy.

The Metro Transit proposed budget provides over 2 percent growth beginning in July 2003. This 4.1% annual rate of growth continues the implementation of the Council's Transit Master Plan of doubling the transit system by the year 2020. The service growth increase focuses on route efficiency, on increasing frequency and span of local routes, increasing limited-stop service, and increasing express service to key destinations. The budget proposal assumes the continuation of the current fare structure, adjusted state general funding as enacted by the State Legislature in early 2002, and State forecasted Motor Vehicle Excise Taxes (MVET) revenues. Additionally, an increase in the financial support of transit by the State of Minnesota will be required.

Budget Process

The budget was built by Metro Transit staff with direction from the General Manager. The General Manager then approves Metro Transit's budget and recommends it to the Regional Administrator. Once approved by the Regional Administrator, it is presented to the Council's Transportation Committee for review. When approved by the Transportation Committee, the budget moves to both the full Council and a public hearing for review, changes and approval. Prospective fare changes and major service changes require separate public hearings. Budget amendments follow the same process.

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Transportation Division-Metro Transit

Policy Choices and Constraints

The Council has wide latitude over how to pay for any of its programs, subject to majority voting rules, grant restrictions and bonding covenants. Within the Transportation Division, the Council also has the discretion to allocate motor vehicle excise 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 2003 budget brings together numerous policy choices governing services provided by Metro Transit. Metro Transit has established guidelines to help decide where, when, and how much fixed route bus service is delivered, how frequently it runs, as well as service quality parameters. Metro Transit also decides what levels of marketing, advertising, customer service information, and customer relations to provide, consistent with the mobility needs of the region. Metro Transit recommends maintaining the level and structure of the fare system which reflects the fare adjustments implemented in July 2001.

Passenger fares provide about 30% of Metro Transit's operating revenue with motor vehicle excise taxes and state general funds providing most of the remainder. The state legislature determines the amount of state funds available in two-year, biennial appropriations. Metro Transit implements and operationalizes the Council's Regional Blueprint, Transportation Policy Plan, the 2020 Transit Master 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.

Metro Transit policy decisions also are affected by a competitive environment. In addition to Metro Transit service, fixed route buses in the metro area are operated by Opt-Out Cities/Commissions; the rest of the Council's Transportation Division, or the University of Minnesota. About 8% 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

Metro Transit is proposing a balanced operating budget with revenues and expenses of \$218.5 million. Available operating reserves in 2003 are estimated to start at about \$18.3 million.

Metro Transit has an approximate \$107 million unfunded long-term exposure for post-retirement health benefits based on an actuarial study done in 2000. Current accounting rules do not require Metro Transit or the Metropolitan Council to record or fund such exposure as a liability. In July 2001, the Council adopted a resolution committing to funding service cost as well as paying

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Transportation Division-Metro Transit

ongoing retiree premiums. This is a substantial commitment to funding the liability and will result in the liability being fully funded by the year 2051.

Metro Transit's Budget Committee monitors short-term performance to ensure that budgets are achieved. The Budget Committee also explores long-range operating scenarios to ensure that Metro Transit remains on a sustainable financial path. Metro Transit must be sure that existing and increased transit services can realistically be supported into the future. The following table shows Metro Transit's Sources and Uses of Funds for the period 2000 to 2003.

Metro Transit Sources and Uses of Operating Funds, 2000-2003
(All values in millions of dollars)

	2000 Actual	2001 Actual	2002 Amended Budget	2003 Proposed Budget
UNDESIGNATED RETAINED EARNINGS – JAN. 1	9.7	11.6	16.6	16.6
<u>SOURCES OF FUNDS:</u>				
Property Taxes/Transit Fund	68.6	72.9	40.3	89.4
Passenger Fares	54.4	58.7	61.9	62.3
State General Fund	31.9	39.1	69.9	38.0
Federal Funds + Capital	3.9	7.2	9.5	17.4
All Other Sources	10.1	9.8	18.3	11.4
Transfers From Other Funds	2.1	3.6	4.9	0.0
Use of Reserve				
Total Sources	171.0	191.3	204.8	218.5
<u>USES OF FUNDS:</u>				
Salaries & Benefits	130.0	147.3	160.2	171.5
Materials & Supplies	17.8	16.9	19.3	15.3
All Other Expenses	12.8	12.8	16.3	21.5
Central Service Fees	8.5	9.3	9.0	10.2
Total Uses	169.1	186.3	204.8	218.5
SURPLUS (DEFICIT)	1.9	5.0	0.0	0.0
UNDESIGNATED RETAINED EARNINGS – DEC. 31	11.6	16.6	16.6	16.6

Note: Undesignated Retained Earnings do not include certain balances from State appropriation recognized in 2000 and 2001, due to implementation of GASB 33 (new accounting standard), and expended in 2002 as per the 2002 budget.

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Transportation Division-Metro Transit

Revenues

Metro Transit's revenue budget in 2003 is \$218.5 million, up nearly \$13.8 million or 6.7% from the 2002 amended Budget of \$204.8 million. The three largest sources of funds include the Metropolitan Area Transit Fund (MVET), customer fares, and state general funds. In 2002, the Council did not levy property taxes for transit operations. In 2001 the State Legislature eliminated this levying authority and replaced it with a percentage of the Motor Vehicle Excise Tax (MVET) to be transferred to the Metropolitan Area Transit fund for transit operations beginning in mid 2002. The revenue assumptions in the 2003 Transportation Division budget include the growth of the MVET subsidy based on State economic forecasts and an increase in customer fare revenue from expanded service. Fare revenue will increase an estimated \$458,000.

Expenses

Metro Transit's expense budget in 2003 is \$218.5 million, up \$13.7 million from the 2002 amended Budget of \$204.8 million. The largest expense increase is in labor and fringe benefits. During the year several key labor contracts will be renegotiated. Additionally, labor costs will increase as a result of the 2% service expansion. The increase to fringe benefits is due to this service increase as well as projected increases in health care costs. The 2003 Budget also includes expenses for new key enhancements such as the implementation of the SmartCard fare collection system, improved radio and satellite-based bus tracking and safety upgrades and the continuation of ridership-building marketing efforts.

The 2003 budget assumes an increase in the State appropriation above the base amount in order to fund service expansion. Service expansion will not be implemented unless the increased state funding is achieved.

Personnel

Full-time equivalent positions included in the preliminary 2003 budget are:

Bus Operators	1,606.79
Mechanics: vehicle & facilities	515.03
Supervisory & Professional	331.74
Clerical	233.64
<u>Part-time Police Patrol</u>	<u>40.00</u>
Total FTEs	2,727.20

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

KEY WORK PROGRAM ACTIVITIES FOR 2003

Ridership

During the 2000/2001 biennium, the state legislature increased transit funding while challenging the Metropolitan Council to increase ridership. Metro Transit's share of the goal was 138 million rides. Metro Transit achieved and exceeded this biennium goal at over 147 million rides. In the

Metropolitan Council 2003 Unified Budget

Transportation Division-Metro Transit

succeeding biennium, faced with an economic downturn resulting in a state funding reduction and a need to increase fares, Metro Transit did not achieve the ridership increases needed to continue the effort to double the system by 2020. When funding from the State was further reduced in early 2002, the legislature mandated route elimination to achieve a \$2 million savings. In 2003, Metro Transit will return to its earlier goal of service expansion. Ridership will increase by over 1.4 million rides over projected 2002 levels and service will expand by over 2%. By increasing service and ridership by 4.1% each succeeding year, Metro Transit will achieve a doubling of the bus system by 2020.

Metro Transit's past success in increasing ridership has come from a focus on the transit customer. The agency has acted to attract more new customers and to retain and better satisfy existing customers. Key actions include expanding service, improving service reliability, expanding and simplifying transfers, adding employer-subsidized fare programs and making the riding experience comfortable and easy. In 2003 new key enhancements which include the implementation of a new fare collection system that will make boarding faster and easier. Additionally, this customer-oriented fare-paying option will integrate with new rail systems and streamline administrative and accounting processes.

In October 1998, Metro Transit introduced the MetroPass program that allows employers to subsidize annual transit passes for all of their employees. The program is designed to be revenue neutral to Metro Transit. However, the long-term goal of this program is to encourage additional new riders and to grow passenger revenues. As of September 2002, 54 companies are enrolled in the Metro Pass program with over 63,000 eligible employees within these companies.

In August 2002, Metro Transit and the University of Minnesota negotiated a two year U-Pass Transit Program. The U-Pass program is a deeply discounted bus pass that offers students unlimited rides on all metro area bus service for \$50 per semester.

CMAQ Grants:

- **Sector 1 and 2 Transit Service Expansion:** This is a three year service expansion starting in March 2001, to run concurrent with Phase II NE Metro Service Restructuring. The transit plan implemented a significant restructured route network with key service strategies including a major improvement in the local grid regular route network, expanded peak-only commuter express service tied to expanded Park and Ride facilities in three congested highway corridors, and improved reverse commute transit. This grant provides for operating costs and marketing of expanded service and benefits to 31 cities within the NE Metro (Sectors 1&2).
- **Sector 7 West Metro Suburban Transit Service Expansion:** This is a three year service expansion starting in March 2001, to run concurrent with the Hopkins-Minnetonka-St. Louis Park Service Restructuring. The transit restructuring plan focuses on improving suburb-to-suburb travel opportunities, improving reverse commute service to employment centers within the sub-region, adding commuter express trips, adding midday express service and improving

Metropolitan Council 2003 Unified Budget

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transit facilities. This grant provides operating costs and marketing of expanded service.

- Woodbury Park and Ride Transit Service Expansion: This is a three year service expansion starting in March 2001. This expanded service more than doubles the current level of weekday express bus service between the Woodbury Park and Ride to downtown Minneapolis. Communities benefiting from this service will include Woodbury, Oakdale, Lake Elmo, Stillwater, Cottage Grove and Eastern Wisconsin.
- I-35W North Corridor: This is a three year service expansion starting in December 2002. This service will double rush hour express frequency, add reverse commute, midday and evening express bus service between downtown Minneapolis and 95th Ave. Park & Ride, County Road H Park & Ride, employers and local communities in the north metro area . This grant provides for operating costs and marketing of expanded service
- Sector 5 Transit Service Expansion: This is a three year service expansion starting in September 2003, to run concurrent with implementation of Sector 5 Transit Improvement Project. The transit plan will implement a restructured route network with key service strategies including a major improvement in the local grid regular route network, expanded peak-only commuter express service tied to expanded Park and Ride facilities in three congested highway corridors, and improved reverse commute transit. This grant provides for operating costs and marketing of expanded service and benefits the cities of Minneapolis, St. Paul, Edina, and Bloomington.

Special Service:

- Metro Transit provides express service to the State Fair from convenient locations and park-ride lots and provides shuttle service from various other locations. The service provided more than 900,000 State Fair rides in 2002, bringing 27% of all patrons to the State Fair.

As a result of these and other initiatives, Metro Transit expects to achieve over 72.8 million rides in 2003 with a 2.05% increase in service growth.

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 Metro Transit's and the Council's constituency.

Fleet

Metro Transit retires its older buses as they approach the end of their useful lives. In 2003, 86 forty-foot buses and twenty-five articulated buses will be replaced. By November 2002, Metro Transit will receive the newest addition to its fleet - an electric-motor bus supplemented by diesel

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Transportation Division-Metro Transit

power for quieter, cleaner, more efficient operation. Hybrid electric buses will employ a low-polluting, constant-speed diesel engine to produce energy stored in batteries for use by the bus. Energy also will be captured from braking and stored in the battery system. Two additional buses will arrive by August 2003. The 2003 budget acknowledges the importance of this new technology by funding a mechanic position that will specialize in the new technology. Along with this new position, Metro Transit will fully implement a Mechanic Apprenticeship Program that will provide experience, on-the-job and formal training to staff, bringing the agency a well-trained and steady workforce knowledgeable in highly specialized systems and components.

Public and Support Facilities

In addition to the maintaining a 11th largest fleet in North America, Metro Transit is responsible for the maintenance of both publicly-used facilities and bus-related facilities. Coverage within the seven county Metro area includes 815 conventional bus shelters, 14 large custom shelters, twelve transit centers and 27 park and ride lots. The maintenance work is conducted around the clock, every day of the week. In the next few years, 25% more park and ride spaces will be added and additional garages will need to come on line. To support Metro Transit's goal of promoting increased ridership through better service to our customers and to meet the future demand for facility maintenance, Engineering and Facilities staff will be added in 2003.

Summary

Metro Transit proposes an aggressive FY 2003 operating budget to continue on a path of gradual service growth to ultimately achieve the Transit 2020 Master Plan goal of doubling the capacity of the system by 2020. Service expansion will not be undertaken unless state funding goals are achieved. The budget plan as proposed projects revenues of \$218.5 million with an increase in ridership to 72.8 million rides. The 2003 operating budget has a major focus on service expansion and increasing ridership by making Metro Transit buses easy and convenient to use.

METRO TRANSIT HIAWATHA LIGHT RAIL

Introduction

Hiawatha Corridor Light Rail Transit Project—On Track

In January 2001, the Metropolitan Council secured a Full Funding Grant Agreement from the Federal Transit Administration to provide \$334 million for construction of the Hiawatha Light Rail Project. Local match funding in the amount of \$291 million has been committed from local funding partners State of Minnesota, Metropolitan Airports Commission and the Hennepin County Regional Rail Authority (HCRRA).

The Hiawatha Project, on schedule and on budget, is now 58 percent complete as of October 2002. With a length of 11.6 miles the Hiawatha Line will connect three of the Twin Cities most popular destinations - downtown Minneapolis, Minneapolis/St. Paul International Airport and the Mall of America in Bloomington. Full operations between downtown Minneapolis and Mall of America begin, as scheduled, in December 2004.

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

FINANCIAL ANALYSIS

The Full Funding Grant Agreement calls for the Hiawatha project to be in revenue operation for the entire line from downtown Minneapolis to the Mall of America by December 31, 2004. The Council has established an Early Operation Date of April 3, 2004 to begin service from downtown to the Fort Snelling Station. This allows the first completed segment of Hiawatha to begin serving passengers nine months early.

During 2003, construction will be completed on this section and light rail vehicles will be delivered. Rail operations staff will be hired during the year to train and test the new systems and rail vehicles. Rail operators, electro-mechanical technicians, traction power specialists and many more disciplines will begin applying their expertise to prepare for revenue operations in April 2004.

Metropolitan Council 2003 Unified Budget
Transportation Division-Metro Transit

Metro Transit is seeking a State of Minnesota operating subsidy of the Hiawatha rail line in the State 2004-2005 Biennial Budget Request. With this support the 2003 Metro Transit Operating Budget for Hiawatha Light Rail will include the following sources and uses:

Hiawatha Light Rail 2003 Operations
(All values in millions of dollars)

	2003 Proposed Budget
UNDESIGNATED RETAINED EARNINGS – JAN. 1	---
<u>SOURCES OF FUNDS:</u>	
Property Taxes/Transit Fund	---
Passenger Fares	---
State General Fund (Requested)	\$ 2.23
Federal Funds + Capital	---
All Other Sources	---
Transfers From Other Funds	---
Use of Reserve	---
Total Sources	\$ 2.23
<u>USES OF FUNDS:</u>	
Salaries & Benefits	\$ 1.33
Materials & Supplies	.09
All Other Expenses	.81
Central Service Fees	---
Total Uses	\$ 2.23
SURPLUS (DEFICIT)	---
UNDESIGNATED RETAINED EARNINGS – DEC. 31	---

POLICY ALIGNMENT AND DEVELOPMENT

Metropolitan Council 2003 Unified Budget
Policy Alignment and Development Division

POLICY ALIGNMENT AND DEVELOPMENT DIVISION

Mission	To provide high quality, coordinated planning, policy and program development to support regional growth and reinvestment; identify and analyze strategic regional issues; provide leadership in facilitating community collaboration; and deliver assisted housing through existing programs to low income households in the region.
Goals	<ul style="list-style-type: none">• Customer Service• Alignment• Implementation
Objectives	<ul style="list-style-type: none">• Integrated regional growth strategy that aligns regional investments and incentives with smart growth principles• <i>Blueprint 2030</i> and regional growth strategy• Affordable housing development and preservation in region• Reliable research and policy analysis as the basis for high quality regional planning and implementation• Local comprehensive plans aligned with regional development guidance• Internal and external partnerships ensure regional planning and operations that are well coordinated• Assisted housing programs delivered in a comprehensive, cost effective manner consistent with established benchmarks• Implemented projects (or modeled Smart Growth development) through grant programs and partner initiatives• Integrate Council transportation and land use activities
Activities	<p>Incentives and Community Assistance</p> <ul style="list-style-type: none">• Adopt a new <i>Regional Blueprint (Blueprint 2030)</i> to guide reinvestment and investment to 2030 including updated long-range forecasts and revised strategy for provision and alignment of regional and local urban services and performance-based standards and benchmarks to monitor regional development• Work with partners to strengthen reinvestment and redevelopment tools and strategies• Develop and implement the <i>Natural Resource Inventory and Assessment</i> to identify and conserve natural resource areas of regional significance• Develop and implement rural issues policies• Implement the Mississippi River Initiative/Pool 2 effort as part of Smart Growth Twin Cities• Work with city partners to implement Smart Growth Twin Cities opportunity site plans

Metropolitan Council 2003 Unified Budget

Policy Alignment and Development Division

Activities (cont.)

- Regional Growth Strategy
- Assist the Council with its review/revision of regional policy plans

Planning and Technical Assistance

- Provide technical assistance
- Strengthen relationships with local governments
- Comprehensive plan review and monitoring
- Coordinate land use and transportation
- Reinvestment strategies

Parks

- Provide regional parks planning

Research

- Research reports using Census data—evaluating trends in the region—migration, poverty, labor force, etc.
- Affordable housing analysis—need, supply, demand, evaluation of local goal setting
- Development monitoring—measure type and density of development, reinvestment activities and on-going growth measures (residential building permits, nonresidential development, employment, etc.)
- Develop evaluation prototypes for tracking alignment of regional system investments

GIS

- Make GIS technology and products available to Council users—especially Data and System enhancements and SmartCom support
- Begin to develop GIS tools for use by Planning and Technical Assistance and local communities
- Continue to foster widespread sharing of GIS data through the MetroGIS project.
- Publish a *Natural Resource Inventory Atlas* as an educational resource in *Blueprint 2030* implementation
- Develop GIS web applications

Livable Communities

- Implement eighth year of Livable Communities Act
- Implement *Blueprint 2030* policy and action step regarding prioritizing Council investments in recognition of local affordable housing performance
- Implement Family Affordable Housing Program
- Facilitate Mayor's Affordable Housing Task Force
- Integrate land use and transportation
- Continue administration of the SAC Waiver Program

HRA

- Utilize fully rent subsidy resources
- Continue implementation of Home Steps Homeownership Program

Outreach

- Facilitate Housing and Land Use Advisory Committee
- Facilitate Real Estate Advisory Panel
- Facilitate Business Roundtable
- Hold practicums on applying smart growth principles, showcasing local

Metropolitan Council 2003 Unified Budget

Policy Alignment and Development Division

ORGANIZATION

The Policy Alignment and Development Division is one of four divisions of the Metropolitan Council. It has primary responsibility for development and implementation of the Council's *Blueprint 2030* and Regional Growth Strategy as well as housing and redevelopment activities. The division is organized into two departments—the Planning and Growth Management Department, which includes planning and technical assistance, research, parks and open space, and geographic information systems—and the Housing and Livable Communities Department, which includes the housing and redevelopment authority, incentives and community assistance, and family affordable housing program.

In 2003 it is expected that the Council will finish the review of all-local comprehensive plans and river corridor plans submitted in a planning cycle that commenced in 1998. It will assess how well cities collectively are planning to implement the *Blueprint 2030*. Based on an analysis of the outcomes of the completed plan review process and the resulting revised *Regional Growth Strategy Map*, the division will implement a plan and work program for revising the *Blueprint 2030* and Regional Growth Strategy. The division will work with communities that are voluntarily updating their comprehensive plans in accordance with *Blueprint 2030*. The division will also assist other divisions with review and revision of their respective system plans.

Another key focus of the division will be to continue working with local units of government on *Blueprint 2030* implementation strategies, particularly promoting resource-sensitive, compact and efficient development in the growing suburbs, redevelopment in the mature parts of the region, and the preservation of agricultural/open space lands and significant resources in rural areas. This local assistance will include efforts to plan and implement compact and efficient mixed-use development near and around transit stops.

Metropolitan Council 2003 Unified Budget

Policy Alignment and Development Division

Division staff completed the two and one-half year Smart Growth Twin Cities project in 2002 on time and within budget. In 2003, there will be implementation follow-through efforts. Regional scenario results have been reflected in *Blueprint 2030* and its implementation approaches. Carrying out opportunity site plans will require the Council to work with its six city partners to align local and regional investments and services and to develop other tools and strategies appropriate for each site.

Housing activities will take on increased importance in 2003 in a variety of ways. Metro HRA will continue to provide state and federal rental assistance on behalf of cities to low income seniors, disabled individuals and families. Final acquisition and improvement work will be completed on the 150-unit scattered-site Family Affordable Housing. Initial lease-up of all units will be completed in 2003 as well; 2004 will be the first full year of FAHP operations. The HRA will continue to identify ways to more efficiently and effectively provide housing subsidies and other services within its operating area. Promotion of construction and preservation of affordable and lifecycle housing also will be accomplished through Council policy, review of local comprehensive plans, and the linkage and alignment of the LCA with other incentive programs.

Additional work will include identifying implementation measures, including needed legislation, to protect farmland in the region. Consistent with the Council's previous direction to take more initiative in establishing working relationships with adjacent counties and regions based on voluntary coordination and cooperation on projects of common interest, the division will also develop a plan and program for building formal planning relationships with adjacent counties experiencing high growth.

Building upon past planning efforts of communities and organizations along the Mississippi River corridor from St. Paul to Ravenna Township, staff through extensive partner input and support, will continue to lead an implementation strategy that realizes the vision of the corridor through identified priority projects and investment opportunities. This effort will recognize the livability potential, economic influence, and the ecological sensitivities of this area to the region as a whole.

Additionally, natural resource amenities will be embraced and integrated throughout the division. Through a region-wide inventory of natural resources, staff, working with Environmental Services Division, expects to develop recommendations for preservation of sensitive lands, develop guidelines for areas potentially impacting natural resources, and identify areas with few natural resource benefits.

In 2003, the Council will produce in-depth Census report on regional issues and trends that are affecting the region. Major efforts will be undertaken to update and evaluate the regional housing stock and its affordability to all households in the region. Development monitoring is an important part of implementing *Blueprint 2030*, so research will develop methods for tracking how suburban development is following local plans and create ways to evaluate reinvestment potential and track what is occurring.

Metropolitan Council 2003 Unified Budget Policy Alignment and Development Division

GIS will support *Blueprint 2030* implementation activities by publishing a *Natural Resource Inventory Atlas*. GIS is also beginning a development process to assist Planning and Technical Assistance and local communities in their planning activities. Data and support will be provided to test planning and visualization tools for this effort.

Data and system enhancements will continue to be made to support Council GIS users. Access to standardized and regularly updated parcel data through the MetroGIS project make it possible for GIS to develop applications which serve many parts of the Council. Most of these applications will be Internet based. Activities will include developing a mailing label tool, refining the process for recording comprehensive plan changes in GIS data sets, and relating Census and parcel data to define a baseline useful in developing forecasts over the next 10 years.

GIS will continue to support the SmartCom project. The SmartCom project is being implemented by Metro Transit to provide dispatching and bus location information services. Many secondary applications will be derived from the primary implementation. Some applications that may be developed include: analysis of crime, safety, schedule adherence and passenger counts, bus system visualization and development of transit planning and analysis tools. Further refinements of GIS data needed for these applications will also be made.

MetroGIS

MetroGIS will continue to collaboratively define and institutionalize procedures and policies which implements widespread sharing of GIS data and related services among its stakeholders. These activities include: identify and address common information needs, improve access to commonly needed GIS data, document the benefits of sharing GIS data, and integrate MetroGIS's collaborative geodata philosophies and policies with the state's geodata policy.

- In 2003, activities will focus on the following topics with the ultimate purpose of fostering widespread sharing of GIS data and related program resources:
 - Continue to expand and refine outreach activities
 - Continue progress to provide regional solutions and improve access to each of the 13 priority data needs of the entire MetroGIS community. In particular in 2003, work will be completed on existing land use, hydrology, and roads and highways.
 - Develop a partnership with the State of Minnesota's geodata infrastructure to enhance the functionality of MetroGIS Data Finder and ensure integration between the systems.
 - Continue to investigate a partnership with the seven Metro Area counties to add an e-Commerce capability to MetroGIS DataFinder.
 - Utilize its Performance Measurement and Reporting Program to gauge progress and implement enhancements consistent with MetroGIS's vision of widespread sharing of GIS data and related program resources.

Metropolitan Council 2003 Unified Budget

Policy Alignment and Development Division

In 2003, the parks program will:

1. Refine the parks policy plan adopted in 2001 based on an analysis of 2000 Census data and the 1998-99 parks research project, and aligning the parks policy plan with *Blueprint 2030*. The refined parks policy plan will be adopted by December 2003.
2. Conduct annual Regional Park System visitation estimate and conduct *Economic and Social Benefits of the Regional Park System* study.
3. Seek state funding and matching Metropolitan Council bonds to finance 2002-2003 capital improvement program projects and administer grants for funded projects.
4. Seek state funding and administer operations and maintenance grants financed with State General Revenue and Lottery in Lieu of Sales Tax revenues that are appropriated in 2003. These grants will be distributed under the provisions of Minnesota Statutes §473.351.
5. Review and approve park and trail master plans and amendments for their consistency with the park policy plan.
6. Comment on referrals that affect the Regional Park System, State, and local park and open space areas.

FINANCIAL ANALYSIS

The Policy Alignment and Development Division's operating expenditures and pass-through grants total \$66.8 million. Operating expenditures are made up of \$4.3 million for Metro HRA and FAHP; and \$5.6 million for the division's other functions of planning and growth management, and livable communities. An important financial function of the division is to administer pass-through funding for a variety of purposes, including:

- Livable Communities Act grants, assisted housing subsidies for low-income individuals and families, and parks operation and maintenance grants--these pass-through funds make up \$56.9 million of the division's budget.
- Metro HRA revenues come entirely from local, state and federal funding sources for subsidized housing programs, whereas the division's planning and growth management, and livable communities functions are funded mostly through property taxes.

The 2003 budget assumes 91.75 FTEs.

The Policy Alignment and Development Division administers grant programs authorized under the 1995 Livable Communities Act (Minnesota Statutes §473.25 through §473.254). Under the statute, the Council established the Livable Communities Fund, which has three accounts:

Metropolitan Council 2003 Unified Budget

Policy Alignment and Development Division

- The Tax Base Revitalization Account provides grants to help local units of government pay for cleanup of polluted land to make it available for commercial and industrial development. Grants can be made only to municipalities.
- The Livable Communities Demonstration Account funds projects that create connected places linked to transit, where available, and support walkable neighborhoods; propose a mix of uses; expand housing choices, especially in locations close to jobs; foster distinctive community places; and protect and enhance natural resources.
- The Local Housing Incentives Account provides grants to local units of government to increase the availability or to preserve affordable and lifecycle housing. Grants can be made only to municipalities.

Sources of funds for the Livable Communities Fund come from property tax levies approved by the Metropolitan Council, state appropriations, and interest earnings on balances in the accounts. Proposed property taxes levied for collection in 2003 total \$14.3 million. Grant expenditures for 2003 are expected to total \$15.9 million, which includes \$5.4 million under the Tax Base Revitalization Account, \$8.2 million under the Livable Communities Demonstration Account, \$1.8 million under the Local Housing Incentives Account, and \$0.4 million under the Inclusionary Housing Account.

KEY 2003 WORK PROGRAM OBJECTIVES

The Policy Alignment and Development Division's core areas of responsibility:

- Adopting a new *Regional Blueprint (Blueprint 2030)*.
- Produce in-depth analysis of regional trends in poverty, income distribution, migration, etc.
- Evaluate affordable housing needs in the region.
- Expertise in the area of regional growth management and in the coordination of local comprehensive plans with regional systems.
- Authoritative source for data about the region, and for the analysis of regional census trends.
- Primary source for information about emerging regional issues--including current national experience on comparable issues.
- Actively analyzing and promoting cooperative governance and service delivery approaches throughout the region, and, increasingly, with adjacent high growth counties.
- Ensuring that regional system planning and implementation are coordinated.
- A major provider of federal, state and local housing subsidies for low-income seniors, persons with disabilities, families and individuals in the region.
- Developing and operating affordable rental housing within our jurisdiction through the Family Affordable Housing Program.

Metropolitan Council 2003 Unified Budget

Policy Alignment and Development Division

- Implementing Smart Growth Twin Cities opportunity site plans as key demonstrations of what Smart Growth looks like on the ground in actual Twin Cities communities and as a way to support local Smart Growth actions.
- Leading the Mississippi River Pool 2 smart growth implementation and investment strategy work plan.
- Integrating natural resource information into policy discussion and decision-making activities.

Specific work program objectives for 2003 are:

1. Identify and analyze strategic regional issues:

A. Policy research and analysis:

- Provide research support for implementing *Blueprint 2030* by monitoring development in region—reporting on how *Blueprint 2030* is being implemented, how cities are following their plans and developing ways to monitor reinvestment
- Analyze affordable housing needs for the region
- Census 2000 analysis—in-depth research reports like *Trouble at the Core*

B. On-going demographic and economic data collection, research and analysis

- Regional development research including LCA housing report, GIS land use data and reports on historical trends
- Demographic research
- Economic research
- Define and monitor land development trends through parcel level data and aerial photo interpretation and local comprehensive plans
- Collect and analyze information on residential building permits, property taxes, assessor data, fiscal disparities, employment data, shopping centers, retail sales and office buildings
- Complete annual MCD population and household estimates to standards acceptable for municipal state aid road formula and deliver to both Department of Revenue and Department of Transportation
- Continue to monitor regional trends through the ongoing data collection, analysis and monitoring of core regional indicators

C. Geographic Information Systems (GIS)

- Support *Blueprint 2030*
 - Integrate GIS data maintenance procedures with Metro Transit Service Development work activities
 - Integrate Smart Growth modeling techniques into GIS support functions

Metropolitan Council 2003 Unified Budget

Policy Alignment and Development Division

- Provide the Council with the ability to determine land availability, land use and to display such information geographically. Specific applications include monitoring development densities, determination of non-point source pollution loads, and other environmental indicators, identifying land use by parcel and integrated transportation planning and administration of TEA-21 funds.
- Develop GIS as an integral part of analytic research, which contributes significantly to investment decision making and policy making.
- Support development of GIS applications that assist operational divisions of the Council to conduct business efficiently and effectively:
 - ❑ Make 2000 Land Use information available to Council staff, other agencies and the public in a form that is easy to understand and use
 - ❑ Provide GIS support for 2000 Census data releases and research activities
 - ❑ Make GIS more accessible through the use of ArcView and the Internet

D. Natural Resources

- Support the refinement of the regional natural resource inventory, and encourage the development of local natural resource inventories
- Analyze and interpret the data
- Develop and integrate natural resource guidelines that support healthy systems, public amenities, and development strategies for use in policy and decision-making discussions

2. Implement *Metro 2030 Regional Growth Strategy*

- Consider the implications for the *Regional Growth Strategy* of collective results of the completion of the local comprehensive planning process.
- Continue expanding and improving “The Tour” (Macromedia presentation) as a method to explain and visualize Metro 2030.
- Ensure that regional service and facility spending supports the strategy.
- Prioritize regional investments and competitive discretionary funding with consideration of the affordable housing performance of cities and counties.
- Establish regular contact and working relationships with high growth areas adjacent to the metropolitan area, by briefing them about *Blueprint 2030* and by summarizing adjacent area plans, initiatives, and projects and coordinating them with related Council activities.
- Maintain ongoing liaison with Minnesota Planning’s Local Solutions Alliance and Minnesota Regional Development Organization as a way to identify key planning projects and implementation activities in areas adjacent to the Twin Cities Metropolitan Area that need coordination with Council plans and projects.

Metropolitan Council 2003 Unified Budget

Policy Alignment and Development Division

- Possible legislation to strengthen the protection and preservation of the region's agricultural lands.
- Participate in Hiawatha LRT Corridor Land Use Committee.
- Participate in Minnesota Smart Growth network.
- Continue to partner with the Minnesota Department of Agriculture to examine programs to preserve agriculture.
- Identify natural resource amenities and interpret preservation and enhancement strategies.

3. Planning and Technical Assistance

- Develop additional information and models, including computer models, to ensure good local planning practices consistent with the Regional Growth Strategy.
- Strengthen relationships with local units of government through expanded sector representative approach.
- Assist in coordination of school district and comprehensive planning.
- Develop planning-zoning best practice examples and Handbook fact sheets.
- Improve customer service and Council's visibility through publications, including the Council's web site.
- Assist communities in planning for transit/land use connections.
- Continue to pursue legislation to strengthen the protection of and preserve access to aggregate resources in the region through appropriate host community incentives.

4. Coordinate Referrals and Reviews

- Provide for coordinated reviews of local comprehensive plans.
- Conduct customer survey to establish benchmarks for measuring future progress and gauge current effectiveness.

5. Implement Livable Communities Act

- Work in partnership with local units of government, funding agencies, including those specified by the Metropolitan Housing Implementation Group (MHIG) and others to implement the Metropolitan Livable Communities Act. Document and report the success of this effort to the Minnesota Legislature.
- Help communities develop and rehabilitate affordable and life cycle housing.
- Assist local units of government with the development of local ordinances and official controls to incorporate Smart Growth Principles in the implementation of local comprehensive plans.

Metropolitan Council 2003 Unified Budget

Policy Alignment and Development Division

- Best Practices - Provide opportunities for local governments to learn from experiences of funded LCA projects and other Smart Growth examples, to help them develop successful funding proposals and implement Smart Growth projects.

6. Metro HRA Operations

- Assist low-income households with available funds for rental subsidies for decent, affordable housing throughout the Metro HRA operating area, especially outside areas of concentrated poverty.
- Promote stable housing for “at risk” families so that they may work toward economic self-sufficiency.
- Provide opportunities for special needs populations to receive rental subsidies in conjunction with locally sponsored support services so they may continue to live independently.
- Complete acquisitions and property improvements to the 150-unit Family Affordable Housing Program.
- Develop FAHP Asset Management Policies and Procedures Manual.
- Maintain current housing subsidy programs at optimal levels for low-income families and individuals and foster existing collaborations with agencies that provide necessary support services.
- Continue implementation of the Home Steps Homeownership Program.

7. Parks

- Establish and implement policies to guide acquisition, development and redevelopment of a regional recreation open space system; refine and implement a system plan; review and approve park and trail master plans for consistency with the park policy plan; and prepare and seek funding for the 2002-2003 capital improvement program.
- Provide support to Metropolitan Parks Open Space Commission, conduct referral reviews and manage grants.
- Coordinate with federal and state governmental units about public open space.
- Use results from the 1998-99 Park User Study for policy and funding revisions.
- Increase public awareness of regional parks system through publications, including the Council’s web site.
- Complete and adopt the 2004-2009 regional parks capital improvement program (CIP) in alignment with *Blueprint 2030*.

8. Analyze and create strategies/policies for natural resource and open space protection/management consistent with the directives in the *Blueprint 2030*.

Metropolitan Council 2003 Unified Budget Policy Alignment and Development Division

9. Provide regional leadership in facilitating community collaboration:

A. MetroGIS

- Develop Metro GIS which promotes interagency cooperation, regional thinking and data sharing for use in GIS. Activities will focus on data sharing and access policies and implementation, and long-term financing and legal structure.

□ Implement parcel data distribution procedures

B. Lake Minnetonka project

- Develop cooperative service sharing arrangements in the metropolitan area.

C. Mayors Regional Housing Task Force

- Implement recommendations

BUDGET COMPARISON OF 2000, 2001, 2002 AND 2003 PROPOSED BUDGET

	2000 Adopted	2001 Adopted	2002 Adjusted	2003 Proposed
Staff complement	82 FTEs	89 FTEs	95.75 FTEs	91.75 FTEs
Budget	\$9.7 million	\$9.1 million	\$8.8 million	\$10.0 million

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REGIONAL ADMINISTRATION

Metropolitan Council 2003 Unified Budget
Regional Administration

MISSION: To provide essential, integrated services to the operating units.

**EXPECTED
RESULTS**

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

**TACTICAL
GOALS**

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

Metropolitan Council 2003 Unified Budget

Regional Administration

Organization of Regional Administration

Regional Administration includes the Office of the Chair and the Office of the Regional Administrator. The organization chart in the Mission and Organization section of the budget shows reporting relationships within Regional Administration.

The administrative support units within Regional Administration include:

- Legal - General Counsel
- Internal Audit
- Public Affairs
- Communications
- Diversity
- Human Resources
- Fiscal Services/Central Services
- Information Services
- Risk Management
- Contracts and Procurement
- Budget and Evaluation

Administrative units within Regional Administration determine administrative policy and procedures Council-wide. A number of administrative functions are administered and staffed centrally in Regional Administration, including: Legal Office, Internal Audit, Diversity, Information Services, and Public Affairs. The other administrative functions are administered centrally for policy and procedures, but not all staff are centrally managed. As an example, Metro Transit houses and manages Human Resources staff. As needs require, administrative staff resources are used Council-wide.

Administrative services are provided to business units on a cost reimbursement basis. Allocation of administrative costs is administered under procedures documented in the Council's Cost-Sharing System Guidebook. A portion of administrative costs for Council-wide administrative duties not attributable to specific units are allocated to business units under cost allocation procedures.

Resource needs and budget requests from administrative units are developed through joint work planning involving administrative unit managers and business unit management. On a quarterly basis administrative managers prepare reports for business units that assess services provided and costs allocated.

Considerable effort is put into administrative cost control including sharing administrative resources and system development costs Council-wide. Examples include: 1) development of a new automated human resources information system implemented

Metropolitan Council 2003 Unified Budget Regional Administration

Council-wide, 2) development of Council-wide standards for desk top computer programs, and 3) centralized implementation of intranet capabilities.

Tactical Goals

- **Fiscal Services**

- Upgrade PeopleSoft financial system to version 8.4. Determine functionality to be implemented to increase productivity and improve service to customers.
- Implement Peoplesoft (HRIS) system.
- Initiate new procedures for tracking and reporting grants.
- Refine or revise cost allocation method.
- Standardize Council-wide capital finance procedures.
- Plan for more synergy and automation between PeopleSoft and banking.
- Revise policies and procedures for banking and investments.
- Enhance debt service database.
- Acquire and utilize CMS BondEdge software for internal analysis of investments.
- Form Procurement Policy focus groups.
- Cross-train all functions.

- **Human Resources**

- Continuous improvement of Human Resources services.
- Develop and report strategic human resources measures for the organization.
- Negotiate and obtain voluntary labor agreements.
- Fully implement and transition to PeopleSoft HRIS system.
- Complete key division-specific consultations around Transit Leadership Challenge, ES positive performance and rail operations training program design.
- Implement e-Benefits and e-Development for employee self-service.
- Implement work-force planning and development strategies to address projected staff gaps.
- Increase benefit options and choices to meet the needs of a changing workforce.
- Ensure equitable and competitive compensation through up-to-date job evaluation and pay plan design.
- Improve employee wellness through FIT FOR LIFE.

- **Information Systems**

- Initiate and lead an executive IS steering committee to drive strategic IT decisions and leverage technology opportunities.
- Partner with business units to develop a complete IS strategic plan and related architecture.
- Implement improved IS processes, procedures, and project management principles.
- Partner with the business units in implementation of PeopleSoft HRIS and upgrade of PeopleSoft financial information system.

Metropolitan Council 2003 Unified Budget

Regional Administration

- Partner with MCES in expansion of environmental systems including a new industrial waste system, EIMS, Environmental Monitoring, and upgrade of the LIMS system.
- Partner with Transit in replacement and expansion of the Trapeze system. Replace BusLine for Transit and support new initiatives for Light Rail, Regional Fare Collection, Police, and SmartCom.
- Continue expansion of the e-government initiatives supporting the needs of the operating units.
- Improve the technical infrastructure by upgrading key Microsoft software and implementing proactive monitoring and security enhancements.

- Communications

- Outreach support and communications.
- Build understanding and support for Council mission and programs.
- Assist Council members in building community understanding of the role of Blueprint objectives.
- Assist in communicating alignment of Council.
- Communicate to increase employee understanding of smart growth principles and how their work supports Council policies and investment.

- Legal

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

- Risk Management

- All divisions will develop disaster recovery plans.
- Coordinate the selection by Metro Transit/ES/RA of a managed care medical provider for work-related injuries/illnesses.
- Conduct a risk analysis of the various loss exposures that are intrinsic to a start-up operational risk system. Present information to Transit for evaluation, design input, and decision-making.
- Investigate and administer liability claims.
- Complete Phase II of the Risk Management Information System (RMIS) which provides remote reporting from the garages of all work-related injuries/illnesses.

Metropolitan Council 2003 Unified Budget Regional Administration

- Diversity
 - Provide leadership in creating and sustaining an emotionally healthy and inclusive organization by providing diversity related training and consultation.
 - Promote the development and contribution of all employees by providing them with fundamental workplace behavior training regarding harassment and discrimination.
 - Increase the use of technology in the collection, reporting and communication of diversity and equal opportunity information.
 - Create procedures and practices that support the Council's commitment to utilizing a diverse range of suppliers and contractors through efficient and comprehensive contract compliance programs.
 - Establish and sustain relationships with communities and organizations to help achieve the mission of the Office.
 - Create and/or support diversity awareness opportunities and events that support the Council's mission.

- Internal Audit
 - Provide an independent review and appraisal of all Council activities to ensure that internal control for policies, procedures, laws and regulations are being maintained and followed.
 - Develop and execute a comprehensive Annual Audit Plan identifying activities to be audited through the use of a risk assessment ranking system.
 - Provide audit and consultative services to management.
 - Conduct special audits and/or investigations at the request of the Regional Administrator, Council Chair or the Audit Committee.
 - Coordinate audit activities with the Minnesota State Auditor's staff, the Federal Transit Administration auditors and other federal auditors.
 - Provide audit reports to Audit Committee and management.
 - Promote compliance with Council's policies and procedures, laws and regulations.

- Contracts and Procurement (New Regional Administration unit in 2003)
 - Assist internal customers in solicitations for goods and services, the creation of purchase orders, and the execution of contracts.
 - Update and enhance Council procurement policies and procedures.
 - Begin tracking of all contracts and grants involving expenditures in the procurement system.
 - Implement a web-based version of the Contract Initiation Memorandum.
 - Investigate the use of purchasing cards for small-dollar procurements.
 - Quality representation of the Council in the 2003 Federal Transit Administration Triennial Audit.

Metropolitan Council 2003 Unified Budget

Regional Administration

Financial Analysis

In 2003, the Regional Administration budget will include a new unit, Contracts and Procurement. Contracts and Procurement administers contract and procurement policy and procedures and assists all Council divisions with procurements. The unit was previously budgeted in MCES.

Total proposed 2003 expenditures for Regional Administration are \$28,553,068 of which \$22,824,868 is allocated to business units under cost allocation procedures. Cost allocation includes \$12,139,408 for services directly provided to and paid by the operating divisions; and \$10,685,460 is allocated as residual charges (indirect charges) to line units under cost allocation and federal A-87 guidelines.

2003 department and subunit expenditure budgets within Regional Administration are:

Legal Office	\$2,567,227
Internal Audit	539,803
Public Affairs	1,026,060
Communications	2,048,361
Diversity	719,706
Human Resources	2,961,025
Fiscal Services	4,153,712
Information Services	10,905,823
Risk Management	1,179,277
Budget & Evaluation	313,097
Contracts and Procurement	1,140,181
Offices of Chair & Regional Administrator	<u>998,796</u>
Total	\$28,553,068

Comparison of 2002 and 2003 Budgets

The Regional Administration budget increases 7.2 percent in 2003; however, the budget increases 3.0% with the effect of the Contracts and Procurement unit (CPU) removed. The CPU was not in the 2002 Regional Administration budget. Salary and benefit expenses increase 7.6 percent in 2003, excluding the CPU, and this is primarily due to annual salary reviews and health insurance cost increases. Consultant and contractual service costs decrease \$937,678. Rent and utilities costs increase \$75,087 primarily due to additional space for the CPU. Other Direct Expenses increase \$463,088. Capital outlay for 2003 includes costs for implementation of a Human Resources Information System, a major project for 2001 through 2003.

Metropolitan Council 2003 Unified Budget
Regional Administration

Regional Administration Budget, 2002 & 2003

<u>Expenditures</u>	2002 Budget <u>Adopted</u>	2003 Budget <u>Proposed</u>	2002 – 2003 <u>Percent Change</u>
Salaries & Benefits	\$ 15,896,211	\$18,218,824	14.6%
Consultants & Contract.	6,149,623	5,211,945	(15.2%)
Rent & Utilities	1,741,673	1,816,760	4.3%
Other Direct Expenses	2,809,451	3,272,539	16.5%
Insurance	<u>32,915</u>	<u>33,000</u>	<u>0.3%</u>
Total	\$ 26,629,873	\$28,553,068	7.2%
Capital Outlay	\$ 3,050,962	\$2,333,761	(23.5%)

BUDGET DEVELOPMENT AND ADOPTION PROCESS

Metropolitan Council 2003 Unified Budget Budget Process

The Metropolitan Council budget for 2003 is a unified operations budget that reflects all units and revenue sources. It is composed of four organizational units: Environmental Services Division, Transportation Division, Policy Alignment and Development Division, and Regional Administration. A capital improvement program and budget for 2003-2012 will also be prepared in 2002, and it includes major facilities primarily financed by means of long term debt.

The fiscal policies guiding development of the 2003 budget provide that the agency will be managed by retaining the individual operating units organizationally and financially, while providing centralized leadership and policy guidance. Fiscal management is centered in the Regional Administrator's Office and the Council's Management Committee.

The Council's budget addresses the charge given to the agency by the Ventura Administration's Big Plan – which is to create healthy, vital communities by focusing the work of the Council on the Governor's Smart Growth Initiative. The Governor's Smart Growth Initiative in conjunction with the Council's Implementing Strategies and the Metropolitan Development Guide, composed of the Regional Blueprint and Policy Plans and Statements, provide the overall vision and mission of the agency, and guide the development of the 2002 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 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 divisions has unique revenue sources that are based upon specific client relationships. For example, in the Environmental Services Division municipal customers pay for service based on the actual wastewater flow. The unit cost of the service is the same for all users. Cities, in turn, collect fees for the volume of wastewater collected and treated from residential, commercial and industrial customers. In the Metropolitan Housing and Redevelopment Authority (HRA), cities and the federal Department of Housing and Urban Development depend upon specific results from the HRA, while clients are the recipients of the services being provided. The Council's operating divisions develop their budget proposals in consideration of their clients service needs, respective funding sources and Council policy.

Budget Schedule

Early in 2002, the Council's operating divisions made presentations and held meetings with their constituent groups and stakeholders to receive comments on their portion of the Council's budget. During May and June operating divisions reviewed and discussed goals and strategies with their respective Council committee. State legislation enacted in 2002 was critical to determining the level of funding for transit operations.

Proposed 2003 division budgets were reviewed with the Regional Administrator's Office in the second quarter 2002. Division budgets were then presented to the Council committees. In June and July, the Environmental Services Division proposed budget was presented to the Council's Environment Committee, while the Transportation and Policy Alignment and Development

Metropolitan Council 2003 Unified Budget Budget Process

budgets were presented to the Transportation and Livable Communities committees of the Council respectively. The Council's Management Committee reviewed the Regional Administration section of the budget. In August, the Council was presented the preliminary unified budget for consideration and discussion.

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.

In August, the Council approved the 2003 preliminary unified budget and proposed property tax levies including the Environmental Services Division budget and wastewater service fees.

In September the Council transmits to the State Department of Revenue and the county auditors the preliminary budget and proposed property tax levies to comply with State Truth in Taxation and other statutory requirements. The State Department of Revenue determines whether or not the levies are within statutory levy limits. The county auditors include the proposed levies in the Truth in Taxation certificates sent to households in November.

In November the public hearing draft of the proposed 2003 budget is published. The Council will hold a Truth-in-Taxation public hearing on December 4, 2002 on the budget and property tax levies. The Council will also hold a public hearing on the proposed 2003 budget on December 11, 2002. Adoption of the 2003 final budget will occur on December 18, 2002.

Budget Revisions

Major revisions to the operating budget for Environmental Services Division, Transportation Division and Community Development Division are initially reviewed by the Council's standing committees (Environment Committee, Transportation Committee and Livable Communities Committee, respectively). Budget revision proposals are also presented for action to the Council's Management Committee which is responsible for preparing the recommendation to the full Council. Budget revisions involving administrative matters are presented to the Management Committee for action prior to being acted on by the full Council.

Major budget revision proposals may be presented to the Council's committee of the Whole rather than having separate reviews by the Management and other Council committees.

All budget revisions are reviewed by the Regional Administrator's Office prior to presentation to the Management Committee.

Budget revisions are most commonly proposed to account for: 1) major changes in revenue sources, especially federal and state appropriations that are made subsequent to budget adoption; 2) major changes in work program and related costs such as new State legislative requirements; 3) significant expenditure increases over budget and 4) major shifts of resources between programs.

Metropolitan Council 2003 Unified Budget Budget Process

Basis of Accounting

For the Governmental fund financial statements, all governmental funds are accounted for using the modified accrual basis of accounting. Their revenues are recognized when they become susceptible to accrual, i.e., both measurable and available. Available means collectible within the current period or soon enough thereafter to pay current liabilities.

Property tax revenues are recognized when they become measurable and available. Available means due, or past due and receivable within the current period or expected to be collected soon enough thereafter to be used to pay liabilities of the current period. Property tax revenue includes amounts received from property taxpayers.

In applying the susceptible to accrual concept to intergovernmental revenues (grants, subsidies and shared revenues), the legal and contractual requirements of the numerous individual programs are used as guidance. There are, however, essentially two types of these revenues. In one, monies must be expended on the specific purpose or project before any amounts will be paid to the Council; therefore, revenues are recognized based upon the expenditures recorded. In the other, monies are virtually unrestricted as to purpose of expenditure and are nearly irrevocable; i.e., revocable only for failure to comply with prescribed compliance requirements such as equal employment opportunity. These resources are reflected as revenues at the time of receipt or earlier if they meet the criterion of availability. Intergovernmental revenues received but not earned are recorded as deferred revenue.

Interest earnings are susceptible to accrual and are recognized as revenue when earned.

Expenditures are recognized when the fund liability is incurred, except for principal and interest on long-term debt which are recognized as expenditures when due.

The proprietary funds, enterprise funds, are accounted for on the flow of economic resources measurement focus and use the full accrual method of accounting. Revenues are recognized in the period they are earned and measurable. Expenses are recognized when incurred and measurable.

Basis of Budgeting

Budgets are prepared at the division, program and fund level. Budgetary controls are at the fund level within division. Council divisions have the authority to reallocate budgets within a fund. Transfers of authority across funds must be approved by the Council. Results of operations are reported against approved budget.

The Environmental Services Division accounts for its operations in conformance with generally accepted accounting principles (GAAP) as an enterprise fund on a full accrual basis. In contrast to the financial statements, the MCES budget is not on an accrual basis. The budget was prepared and adopted in conformity with the "cost allocation" system described in Minnesota

Metropolitan Council 2003 Unified Budget Budget Process

Statute 473.517. Under the cost allocation method, current costs are defined as the estimated cost of operations, betterment, acquisition and debt service. Also, under the cost allocation system, annual revenues are budgeted to equal annual expenditures.

Metro Transit accounts for its operations in conformance with GAAP as a single enterprise fund on a full accrual basis. Metro Transit's revenue and expense classifications conform to federally mandated uniform chart of accounts for transit agencies. Metro Transit budgets in two major financial categories: Operating Programs (or unrestricted resources), and Capital Programs. Annual budget appropriation lapses at year-end. Multi-year authorizations sufficient to finish any projects begun have been adopted for the Capital Programs category. The budget includes all of Metro Transit's financial resources and programmatic activities.

The General and Special Revenue Fund budgets are prepared on the modified accrual basis with the following exception: budgetary expenditures include purchase orders and contracts issued for goods and services not received at year-end (encumbrances).

Actual results of operations in the Governmental fund financial statements are presented in accordance with GAAP and the Council's accounting policies and do not recognize the encumbrances as expenditures until the period in which the actual goods or services are received and a liability is incurred. Encumbrances are presented as reservations for encumbrances on the balance sheets of the Governmental fund financial statements. It is necessary to include budgetary encumbrances to reflect actual revenue and expenditures on a basis consistent with the Council's legally adopted budget. Encumbrances are reported for budgetary control purposes and only represent commitments of the Council.

Encumbrances accounting, under which purchase orders, contracts, and other commitments for the expenditure of monies are recorded in order to reserve that portion of the applicable appropriation, is employed as an extension of formal budgetary integration in the Governmental Funds. Encumbrances outstanding at year-end are reported as reservations of fund balances. The subsequent year budget must be revised in order to recognize the carryover-over budget authority. A budget revision for this purpose is regularly done in the first quarter of each year.

The budget sets limits on total spending for the fiscal year. At the end of the fiscal year all budget authority lapses. At the Council's discretion, budgetary authority may be carried into subsequent years and reappropriated.

Capital Budgeting

Under State statute, the Council is required to adopt a Capital Improvement Program (CIP) and Annual Capital Budget for major equipment, facilities, and land; and grants programs administered by the Council for similar purposes. In response to state statute, the Council's annual CIP and Capital Budget is adopted and published separately from the Council's operating budget. Six-year CIPs were prepared for the periods 2000-2005, 2001-2006, and for 2002-2007. A ten year CIP is being prepared for the period 2003-2012. The CIP and Annual Capital Budget includes major asset purchases for the Metropolitan Council Environmental Services Division,

Metropolitan Council 2003 Unified Budget Budget Process

transit operations including the Metro Transit and other transit providers, the Metropolitan Parks and Open Space Commission, and the Metropolitan Radio Board.

The CIP and annual Capital Budget document presents 1) a unified 2003-2012 capital improvement program which details capital investments and financing; 2) a fiscal impact assessment which considers 2003-2012 capital investments and financing within the context of the region's ability to pay; and 3) a unified 2003 capital program and budget with new multi-year capital program authorizations and 2003 capital expenditures.

Capital program requests originate in the agencies that provide regional services. The Transportation Division develops a six-year capital improvement program for transit and coordinates a process for evaluating and prioritizing capital requests. Environmental Services Division has developed a capital improvement prioritization, assessment and selection process the produces its CIP and capital budget request.

Designated local park implementing agencies originate capital program requests for regional parks and open space. The Metropolitan Parks and Open Space Commission, an advisory commission to the Council, develops a CIP proposal in cooperation with park implementing agencies and uses prioritization and assessment procedures adopted as part of the Council's Recreation Open Space Policy Plan.

Draft capital improvement programs and annual capital programs are reviewed by the Regional Administrator's Office in September. Council committees review proposed capital programs and provide policy direction throughout the fall. The proposed unified 2003-2012 CIP and 2003 capital program and budget is developed by the Regional Administrator's Office and will be presented to the Council in November 2002. The public hearing on the proposed CIP and budget will be held on December 11, 2002, and final adoption will be on December 18, 2002.

APPENDICES

APPENDIX A

METROPOLITAN COUNCIL GRANT AND LOAN PROGRAMS

	1999 Actual	2000 Actual	2001 Actual	2002 Budget	2002 Estimated	2003 Proposed
Passthrough Grant Programs:						
Passthrough Grant Revenues:						
Property Taxes:						
Livable Communities Program	9,013,651	10,014,834	10,536,521	12,323,900	12,323,900	13,135,000
Highway Right-of Way Loan Program	1,759,897	920,786	920,036	2,780,600	2,780,600	3,096,000
Subtotal-Property Taxes	10,773,548	10,935,620	11,456,557	15,104,500	15,104,500	16,231,000
Federal:						
HUD Housing Assistance	25,383,789	22,916,893	31,160,625	28,819,346	28,819,346	29,291,600
National Park Service-MNRRRA	-	-	-	-	-	-
Subtotal-Federal	25,383,789	22,916,893	31,160,625	28,819,346	28,819,346	29,291,600
State:						
HACA Payments (Livable Communities)	1,098,445	1,099,868	1,099,678	-	-	-
HACA Payments (Highway Right-of-Way)	392,137	224,107	217,181	-	-	-
Inclusionary Housing Appropriation	4,000,000	-	-	-	-	-
MHFA Housing Assistance	1,466,540	1,471,991	1,109,258	2,201,752	2,201,752	1,908,400
Transit Appropriation-Welfare to Work	500,000	-	-	-	-	-
Parks O&M Appropriation	4,500,000	6,712,428	6,982,677	8,630,000	8,630,000	8,630,000
MPCA Stream Monitoring	-	-	-	-	-	-
Subtotal-State	11,957,122	9,508,394	9,408,794	10,831,752	10,831,752	10,538,400
Local/Other Intergovernmental - HRA	592,780	948,669	1,045,475	914,444	914,444	915,000
Interest Income - Livable Communities	487,869	2,511,347	1,748,899	1,450,000	1,608,000	1,463,000
Interest Income - Highway Right-of-Way Loan Program	143,923	809,076	551,384	21,000	186,000	18,000
Interest Income - Planning Assistance Loan Program	13,162	99,241	52,998	51,000	51,000	51,000
Interest Income - Planning Assistance Grant Program	-	10,991	7,358	-	-	-
Other Revenue - TCWQI	-	-	-	-	-	-
Total Current Revenues	49,352,193	47,740,231	55,432,090	57,192,042	57,515,042	58,508,000
Other Sources:						
Transfer to Metro HRA from Gen Fund	-	-	-	-	-	-
Transfer to Livable Comm from Solid Waste Cap	-	-	-	-	-	-
Transfer to Livable Comm from General Fund	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Transfer to Planning Assist from Solid Waste Cap	-	-	-	-	-	-
Transfer to Highway ROW from Radio Board	93,720	-	(34,000)	-	-	-
Transfer to Transit for Livable Comm from T&TD Adm	-	1,530,000	1,000,000	-	-	-
Total Other Sources	1,093,720	2,530,000	1,966,000	1,000,000	1,000,000	1,000,000
Total Revenues and Other Sources	50,445,913	50,270,231	57,398,090	58,192,042	58,515,042	59,508,000
Passthrough Grant Expenditures:						
Community Development:						
Housing Grants	27,443,109	25,244,824	33,083,245	31,935,542	31,935,542	32,115,000
Parks O&M Grants	4,500,000	6,712,428	6,982,677	8,630,000	8,630,000	8,630,000
Livable Communities Grants	9,559,715	13,125,382	13,798,086	14,304,589	15,640,816	15,904,550
Planning Assistance Grants	64,151	27,885	323,094	39,885	239,885	250,000
MNRRRA Planning Grants	-	-	-	-	-	-
Subtotal-Community Development	41,566,975	45,110,519	54,187,102	54,910,016	56,446,243	56,899,550
Transportation:						
Highway Right-of-Way Loans	-	-	-	-	-	-
Welfare to Work Grants	500,000	-	-	-	-	-
Transit for Livable Communities Grants	-	-	-	-	-	-
Subtotal-Transportation	500,000	-	-	-	-	-

APPENDIX A

METROPOLITAN COUNCIL GRANT AND LOAN PROGRAMS

	1999 Actual	2000 Actual	2001 Actual	2002 Budget	2002 Estimated	2003 Proposed
Environmental Services:						
Stream Monitoring Grants	-	-	-	-	-	-
Subtotal-Environmental Services	-	-	-	-	-	-
Total Grant Expenditures	42,066,975	45,110,519	54,187,102	54,910,016	56,446,243	56,899,550
Other Uses:						
Transfers to Other Funds	-	33,900	-	200,000	200,000	200,000
Total Expenditures and Other Uses	42,066,975	45,144,419	54,187,102	55,110,016	56,646,243	57,099,550
Revenues/Other Sources Over/(Under)	8,378,938	5,125,812	3,210,988	3,082,026	1,868,799	2,408,450
Expenditures/Other Uses						
Changes in Fund Balance by Program:						
Metro HRA	-	92,729	-	-	-	-
Parks O&M	-	-	232,113	-	-	-
Planning Assistance	(50,989)	82,347	-	11,115	(188,885)	(199,000)
Livable Communities	6,040,250	2,996,767	(262,738)	269,311	(908,916)	(506,550)
Highway Right-of-Way	2,389,677	1,953,969	1,587,012	2,801,600	2,966,600	3,114,000
Welfare-to-Work	-	-	1,654,601	-	-	-
Stream Monitoring	-	-	-	-	-	-
Total	8,378,938	5,125,812	-	3,082,026	1,868,799	2,408,450

NOTE: Estimated 2002 revenues and expenditures are included along with the 2002 adopted budget.

Environmental Services Grant Programs:

Revenues and Other Sources						
Interest/Other Income - TC Water Quality Initiatives	-	-	-	-	-	-
Interest/Other Income - Metro Envir Partnership	-	-	-	-	-	-
Transfer to TCWQI from Envir Serv	-	-	80	-	-	-
Transfer to Metro Environ Partnership from Envir Serv	128,917	-	-	-	2,000,000	1,000,000
Total Revenues and Other Sources	128,917	-	2,000,000	-	2,000,000	1,000,000
Expenditures						
Twin Cities Water Quality Initiative Grants	1,610,402	1,072,048	-	1,000,000	1,000,000	883,969
Metro Environmental Partnership Grants	29,867	248,100	1,088,372	1,500,000	2,000,000	2,000,000
Total Expenditures	1,640,269	1,320,148	776,543	2,500,000	3,000,000	2,883,969
Revenues/Other Sources Over/(Under)	(1,511,352)	(1,320,148)	-	(2,500,000)	(1,000,000)	(1,883,969)
Expenditures/Other Uses						

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

APPENDIX A

METROPOLITAN COUNCIL GRANT AND LOAN PROGRAMS

	1999 Actual	2000 Actual	2001 Actual	2002 Budget	2002 Estimated	2003 Proposed
Highway Right-of-Way Loan Program:						
Certified Levy	2,159,302	1,142,446	1,142,446	2,822,906	2,822,906	3,142,643
Less: Uncollectible	8,662	(2,447)	5,229	42,306	42,306	46,643
Net Current Tax Receipts	2,150,640	1,144,893	1,137,217	2,780,600	2,780,600	3,096,000
Revenues:						
Property Taxes	1,759,897	920,786	920,036	2,780,600	2,780,600	3,096,000
State HACA Payments	390,743	224,107	217,181	-	-	-
Interest Income	143,923	809,076	551,384	21,000	186,000	18,000
Other Revenues	1,140	94,445	1,579	-	-	-
Total Revenues	2,295,703	2,048,414	1,690,180	2,801,600	2,966,600	3,114,000
Expenditures and Other Uses						
Grant Expenditures/Loan Forgiveness	61,083	-	-	-	-	-
Other Expenditures	-	-	-	-	-	-
Expenditures/Other Uses:	61,083	-	-	-	-	-
Revenues Over/(Under) Expenditures	2,234,620	2,048,414	1,690,180	2,801,600	2,966,600	3,114,000
Other Sources(Uses)						
Transfers From/(To) Other Funds	92,580	(33,900)	(34,000)	-	-	-
Revenues/Other Sources Over/(Under) Expenditures/Other Uses	2,327,200	2,014,514	1,656,180	2,801,600	2,966,600	3,114,000
Fund Balance, Year End	23,560,894	25,575,408	27,231,588	29,756,008	30,198,188	33,312,188
Loan Activity:						
Loan Repayments	(435,448)	-	-	(730,776)	(730,776)	-
New Loans	2,304,607	-	4,333,115	4,000,000	9,876,243	3,500,000
Loans Outstanding, Year End	16,093,788	16,093,788	20,426,903	29,563,012	29,572,370	33,072,370
Funds Available for Loans, Year End	7,467,106	9,481,620	6,804,685	192,996	625,818	239,818

APPENDIX A

METROPOLITAN COUNCIL GRANT AND LOAN PROGRAMS

	1999 Actual	2000 Actual	2001 Actual	2002 Budget	2002 Estimated	2003 Proposed
Planning Assistance Grant/Loan Program:						
Revenues:						
Interest Income - Grant Program	-	10,991	7,358	-	-	-
Interest Income - Loan Program	13,162	99,241	52,998	51,000	51,000	51,000
Other Revenues	-	-	-	-	-	-
Total Revenues	13,162	110,232	60,356	51,000	51,000	51,000
Transfer from Solid Waste Capital Fund	-	-	-	-	-	-
Transfer from General Fund	-	-	-	-	-	-
Total Other Sources	-	-	-	-	-	-
Total Revenues and Other Sources	13,162	110,232	60,356	51,000	51,000	51,000
Expenditures:						
Grant Expenditures	64,151	27,885	323,094	39,885	239,885	250,000
Other Expenditures	-	-	-	-	-	-
Total Expenditures	64,151	27,885	323,094	39,885	239,885	250,000
Revenues/Other Sources Over/(Under) Expenditures/Other Uses	(50,989)	82,347	(262,738)	11,115	(188,885)	(199,000)
Fund Balance:						
Designated for Future Grants	87,610	89,885	39,885	-	-	-
Undesignated (Available for Grants)	15,607	-	-	-	-	-
Undesignated (Available for Loans)	1,074,296	1,169,975	957,237	1,156,425	808,237	609,237
Loan Activity:						
Loan Repayments	(141,531)	(47,916)	(161,959)	(85,303)	(52,003)	(75,165)
New Loans	-	209,323	59,000	100,000	100,000	100,000
Loans Outstanding, Year End	109,010	270,417	167,458	292,295	215,455	240,290
Funds Available for Loans, Year End	965,286	899,558	789,779	864,130	592,782	368,947

APPENDIX A

METROPOLITAN COUNCIL GRANT AND LOAN PROGRAMS

	1999 Actual	2000 Actual	2001 Actual	2002 Budget	2002 Estimated	2003 Proposed
<u>Livable Communities Grant/Loan Program:</u>						
Certified Levy	10,116,080	11,132,936	11,675,781	12,418,782	12,418,782	13,259,070
Less: Uncollectible	3,984	18,234	39,582	94,882	94,882	124,070
Net Current Tax Receipts	10,112,096	11,114,702	11,636,199	12,323,900	12,323,900	13,135,000
Revenues:						
Property Taxes	9,013,651	10,014,834	10,536,521	12,323,900	12,323,900	13,135,000
State HACA Payments	1,098,445	1,099,868	1,099,678	-	-	-
State Appropriation	4,000,000	-	-	-	-	-
Interest Income	270,822	2,511,347	1,748,899	1,450,000	1,608,000	1,463,000
Other Revenues	7,286	-	-	-	-	-
Total Revenues	14,390,204	13,626,049	13,385,098	13,773,900	13,931,900	14,598,000
Other Sources:						
Transfer from Solid Waste Capital Project Fund	-	-	-	-	-	-
Transfer from Transit Development Fund	-	1,530,000	1,000,000	-	-	-
Transfer from General Fund	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Total Other Sources	1,000,000	2,530,000	2,000,000	1,000,000	1,000,000	1,000,000
Total Revenues and Other Sources	15,390,204	16,156,049	15,385,098	14,773,900	14,931,900	15,598,000
Expenditures:						
Grant Expenditures	9,559,715	13,125,382	13,798,086	14,304,589	15,640,816	15,904,550
Other Expenditures	-	-	-	-	-	-
Total Expenditures	9,559,715	13,125,382	13,798,086	14,304,589	15,640,816	15,904,550
Other Uses:						
Transfers of Interest Earnings to General Fund	-	-	-	(200,000)	(200,000)	(200,000)
Total Other Uses	-	-	-	(200,000)	(200,000)	(200,000)
Total Expenditures and Other Uses	9,559,715	13,125,382	13,798,086	14,504,589	15,840,816	16,104,550
Revenues/Other Sources Over/(Under)	5,830,489	3,030,667	1,587,012	269,311	(908,916)	(506,550)
Expenditures/Other Uses						
Fund Balance, Year End	27,534,999	30,565,666	32,152,678	29,264,574	31,243,762	30,737,212
Grant Expenditures by Category:						
Tax Base Revitalization Account	5,380,526	6,242,193	4,711,260	5,125,876	5,404,500	5,405,000
Livable Communities Demonstration Acct	2,894,189	4,601,881	6,299,213	6,307,113	7,596,000	8,237,550
Local Housing Initiatives Program	1,285,000	1,831,308	216,329	1,347,600	1,862,600	1,862,000
Inclusionary Housing Account	-	450,000	2,571,284	1,524,000	777,716	400,000
Total Grant Expenditures	9,559,715	13,125,382	13,798,086	14,304,589	15,640,816	15,904,550
Grant Awards by Category:						
Tax Base Revitalization Account	6,184,048	5,208,802	5,300,000	5,300,000	5,300,000	5,300,000
Livable Communities Demonstration Acct	5,847,317	7,900,000	7,900,000	9,136,000	7,700,000	8,200,000
Local Housing Initiatives Program	2,288,000	1,247,000	1,900,000	1,500,000	1,500,000	1,500,000
Inclusionary Housing Account	348,054	4,199,000	-	-	-	-
Total Grant Awards	14,667,419	18,554,802	15,100,000	15,936,000	14,500,000	15,000,000

APPENDIX B
METROPOLITAN COUNCIL CAPITAL OUTLAY-EXPENDITURES AND SOURCES OF FUNDS

	2003 Projected	2004 Projected	2005 Projected	2006 Projected	2007 Projected
SOURCES OF FUNDS					
Environmental Sewer Service Fees	\$1,499,028	\$37,800	\$36,300		
Transportation Current Operating Revenues	\$250,958				
* Regional Administration User Charges	\$484,116	\$645,200	\$909,700	\$455,000	\$40,000
HRA Fund	\$59,874				
Fund Balance-Capital	\$39,785				
Total Sources of Capital Funds	\$2,333,761	\$683,000	\$946,000	\$455,000	\$40,000
CAPITAL OUTLAYS-BY CATEGORY					
CENTRAL SERVICES					
MEARS PARK FURNITURE & EQUIPMENT	\$128,000	\$126,000	\$121,000	\$325,000	
Less: Mces portion	(\$38,400)	(\$37,800)	(\$36,300)	(\$97,500)	
-Other	\$89,600	\$88,200	\$84,700	\$227,500	
INFORMATION SERVICES					
COMMUNITY DEVELOPMENT					
ArcView Extensions - Upgrades		\$8,000			
ArcView Upgrades		\$14,000			
GIS Data Server Replacement			\$30,000		
GIS Fleet Management of Computers	\$25,000	\$25,000	\$25,000	\$30,000	\$30,000
GIS Laser Printer	\$10,000				\$10,000
GIS Plotter		\$15,000			
GIS Server & Disk				\$100,000	
GIS Server Memory & Processor upgrades	\$10,000				
Ortho Imagery			\$100,000		
REGIONAL ADMINISTRATION					
HRIS System Replacement	\$435,000				
Minus: MCES & Metro Transit portions	(\$395,217)				
HRIS System Replacement Allocation from Corp.	\$39,783				
Capital Equipment (includes helpdesk software replacemen	\$250,000	\$250,000	\$250,000		
Document Management	\$100,000				
Printer Upgrades (5/year)	\$25,000	\$25,000	\$30,000		
File Server Upgrade	\$20,000	\$25,000	\$25,000		
NT Server Upgrade					
Network Improvements			\$100,000		
Telephone system upgrades	\$25,000	\$75,000	\$100,000		
Staff Telecommuting		\$10,000			
Database Administration Software	\$50,000	\$25,000	\$75,000		
Intranet Implementation for the Council		\$20,000	\$20,000		
Network Software	\$50,000	\$50,000	\$50,000		
Peoplesoft update-hardware only	\$290,000				
Web Development Tools	\$20,000	\$15,000	\$20,000		
ENVIRONMENTAL					
EIMS	\$178,000				
Industrial Waste - new system	\$400,000				
GIS Needs Assessment	\$50,000				
HRIS System Replacement Allocation from Corp.	\$87,978				
Capital Equipment	\$400,000				
LIMS hardware upgrade to Alpha or RS/6000	\$125,000				
Network Server Replacements at all plants	\$50,000				
Telephone system upgrades at Regional Plants					
OTHER CAPITAL NEEDS					
ENVIRONMENTAL					
MEARS PARK FURNITURE & EQUIPMENT	\$38,400	\$37,800	\$36,300	\$97,500	
TOTAL CAPITAL OUTLAY	\$2,333,761	\$683,000	\$946,000	\$455,000	\$40,000

APPENDIX C
METROPOLITAN COUNCIL
2003 INTERDIVISIONAL COST ALLOCATION SUMMARY

11/20/02

	MCES	Metro Transit	Metropolitan Transportation Services	Regional Administration	HRA	Total
Assigned Charges from Admin. Support Units	\$6,135,604	\$6,003,804	\$696,772	\$3,458,680	\$465,810	\$16,760,670
Central Support Units Corp. and Mears Prk.Alloc.	4,484,373	3,938,767	0	3,369,258	0	11,792,398
A-87 Allocation, Based on Federal Guidelines	0	0	815,548	(1,099,738)	284,190	0
Subtotal	\$10,619,977	\$9,942,571	\$1,512,320	\$5,728,200	\$750,000	\$28,553,068
Capital Items	1,499,028		282,537	471,795	80,401	2,333,761
Planning Chargebacks	294,451	92,200	329,922	0	0	716,573
Total	\$12,413,456	\$10,034,771	\$2,124,779	\$6,199,995	\$830,401	\$31,603,402

Description of Allocations:

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

Administrative support corporate costs. Support services costs that are for a joint purpose benefiting more than one cost objective and not readily assignable to a particular business unit without effort disproportionate to the results, are allocated to divisions based on procedures and steps detailed in the Cost-Sharing System Guidebook.

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

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

APPENDIX D
METROPOLITAN COUNCIL
PAYABLE 2003 PRELIMINARY PROPERTY TAX LEVIES

Purpose of Tax Levy	Actual	Estimated	2002-2003 Change		Comments
	Payable 2002 Levy	Payable 2003 Levy	Amount	Percent	
General					
General Operations	9,674,600	10,130,137	455,537	4.71%	-
Livable Communities	1,000,000	1,000,000	-		
Subtotal-General	10,674,600	11,130,137	455,537	4.27%	
Highway Right-of-Way	2,822,906	3,142,643	319,737	11.33%	Levy limit of \$3,142,643, an increase of 11.33 percent
Livable Communities					
Tax Base Revitalization-Fiscal Disp	5,000,000	5,000,000	-		Levy limit of \$5,000,000
Demonstration Account	7,418,782	8,259,070	840,288	11.33%	Levy limit of \$8,259,070, an increase of 11.33 percent
Subtotal-Livable Communities	12,418,782	13,259,070	840,288	6.77%	
Sewer Deficiency	-	-	-		
Subtotal - Non Debt	25,916,288	27,531,850	1,615,562	6.23%	
Debt Service:					
Solid Waste	427,460	432,962	5,502	1.29%	
Parks and Open Space	6,848,080	8,090,496	1,242,416	18.14%	Includes bond issue of \$6.5 million in November, 2002
Transit	25,973,187	32,894,174	6,920,987	26.65%	Includes bond issue of \$50 million in November, 2002
800 Megahertz Radio	421,840	422,155	315	0.07%	
Subtotal - Debt Service	33,670,567	41,839,788	8,169,220	24.26%	
Total - All Council Levies	59,586,855	69,371,638	9,784,782	16.42%	

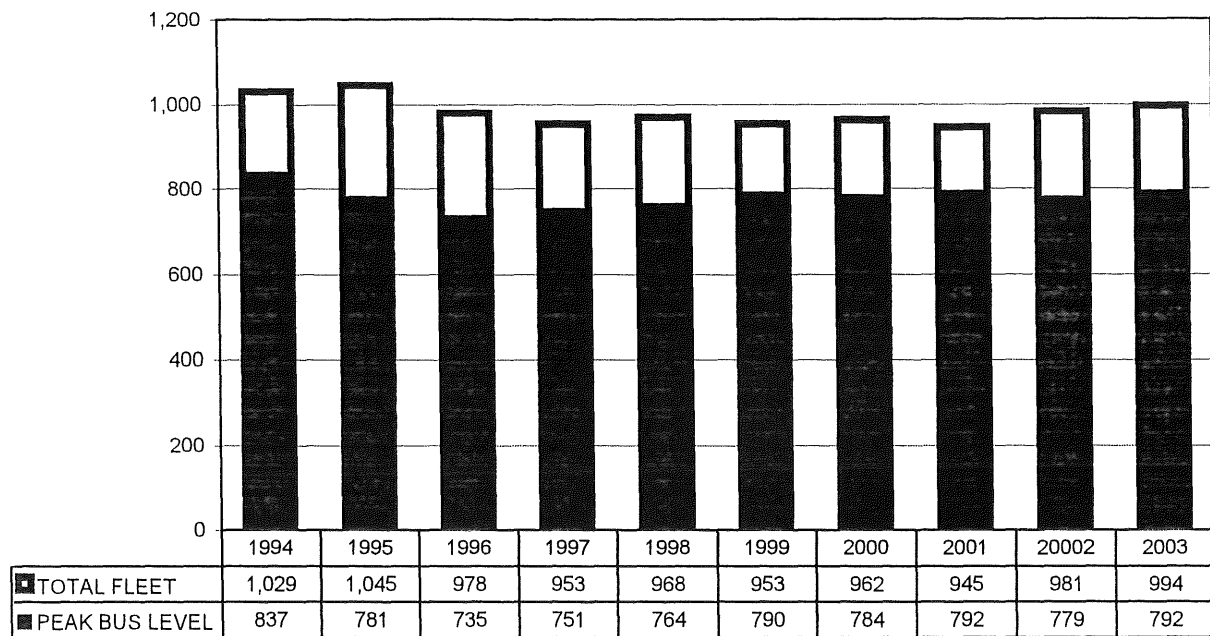
APPENDIX E

**METROPOLITAN COUNCIL
2003 SUMMARY BUDGET BY FUND
ALL BUDGETED FUNDS**

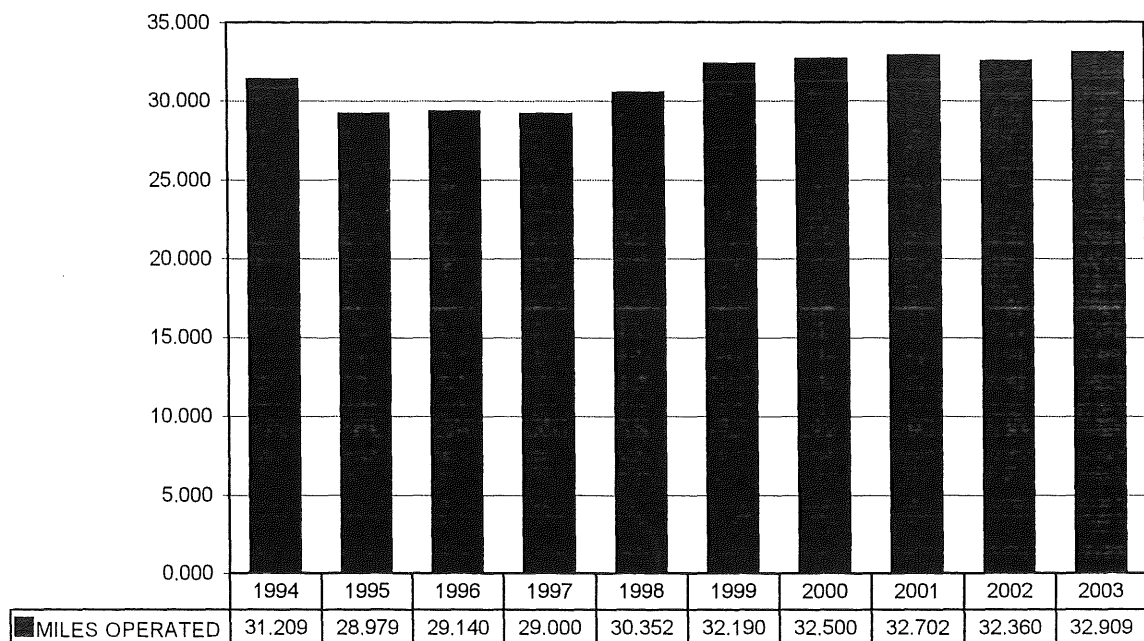
	GENERAL FUND	SPECIAL REVENUE FUNDS	DEBT SERVICE FUNDS	ENTERPRISE FUNDS	TOTAL
EXTERNAL REVENUE					
Property Tax	11,023,437	16,231,000	41,212,200	-	68,466,637
State Revenue	8,630,000	63,743,005	-	127,711,230	200,084,235
Federal-Operating	-	41,342,621	-	17,351,281	58,693,902
Local	23,680	872,575	-	-	896,255
Sewer Service Charges	-	-	41,818,339	90,781,661	132,600,000
SAC Fund Transfers	-	-	26,797,000	-	26,797,000
Industrial Strength Charges	-	-	-	8,107,500	8,107,500
Passenger Fares	-	2,454,718	-	62,316,749	64,771,467
Contract & Special Event Revenue	-	756,000	-	8,720,000	9,476,000
Interest	375,000	2,132,000	234,700	3,300,000	6,041,700
Other	216,100	1,798,598	-	1,410,534	3,425,232
Total Revenue	20,268,217	129,330,517	110,062,239	319,698,955	579,359,928
EXPENDITURES					
Salaries & Benefits	22,664,405	5,409,809	-	226,121,101	254,195,315
Contracted Services	5,790,738	1,631,376	-	9,490,959	16,913,073
Materials & Supplies	-	-	-	14,430,841	14,430,841
Chemicals	-	-	-	3,494,600	3,494,600
Utilities	-	-	-	16,277,137	16,277,137
Rent	2,058,140	378,019	-	-	2,436,159
Insurance	33,000	91,800	-	2,968,875	3,093,675
Other Direct Expenses	3,633,375	2,624,333	-	19,036,473	25,294,181
Transit Programs	-	64,665,466	-	-	64,665,466
Passthrough Grant & Loan Programs	8,630,000	48,269,550	-	1,000,000	57,899,550
Transit Expansion	-	1,430,000	-	2,400,000	3,830,000
Capital Expenditures	-	2,333,761	-	1,899,377	4,233,138
Debt Service Expenditures	-	-	102,217,644	-	102,217,644
Total Expenditures	42,809,658	126,834,114	102,217,644	297,119,363	568,980,779
Excess/(Deficit) of Revenue vs Expense	(22,541,441)	2,496,403	7,844,595	22,579,592	10,379,149
INTERDIVISION EXPENSE ALLOCATION					
Assigned Residual Charges-Central Support Units	20,562,548	(2,262,320)	-	(20,562,548)	(2,262,320)
Capital Expense Allocation	2,262,320	1,241,400	-	(1,411,050)	2,092,670
Charges to RA procurement	-	-	-	-	-
HRIS System	-	-	-	-	-
Planning Chargeback Exp Allocation	-	678	-	(547,601)	(546,923)
Planning Chargeback Revenue in CDD	716,573	-	-	-	716,573
TOTAL ALLOCATIONS	23,541,441	(1,020,242)	-	(22,521,199)	-
NET EXPENDITURES AFTER ALLOCATION	19,268,217	127,854,356	102,217,644	319,640,562	568,980,779
Other Sources & (Uses) of Funds:					
Property Tax Transfer from General Fund to MCEs	-	-	-	(102,984)	(102,984)
Other Fund Transfers	(1,000,000)	1,000,000	-	-	-
General Fund Balance for Capital	-	87,978	-	(87,978)	-
Transfer from Favorable Variance Fund	-	-	-	1,000,978	1,000,978
Transfer from Capital Revolving Fund	-	-	-	129,105	129,105
Transfers to Other Funds	-	(200,000)	-	-	(200,000)
Total Other Financing Sources/(Uses)	(1,000,000)	887,978	-	939,121	827,099
Balance/Deficit	0	2,364,139	7,844,595	997,514	11,206,248

TRANSPORTATION DIVISION

METRO TRANSIT FLEET SIZE AND PEAK BUS LEVEL 1994-2003

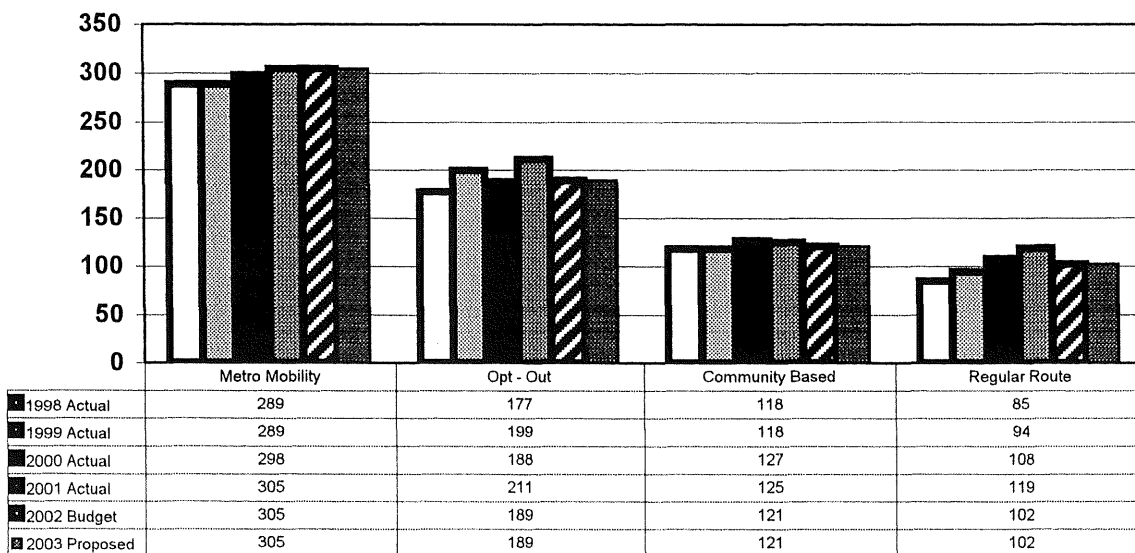


METRO TRANSIT TOTAL MILES OPERATED 1994-2003

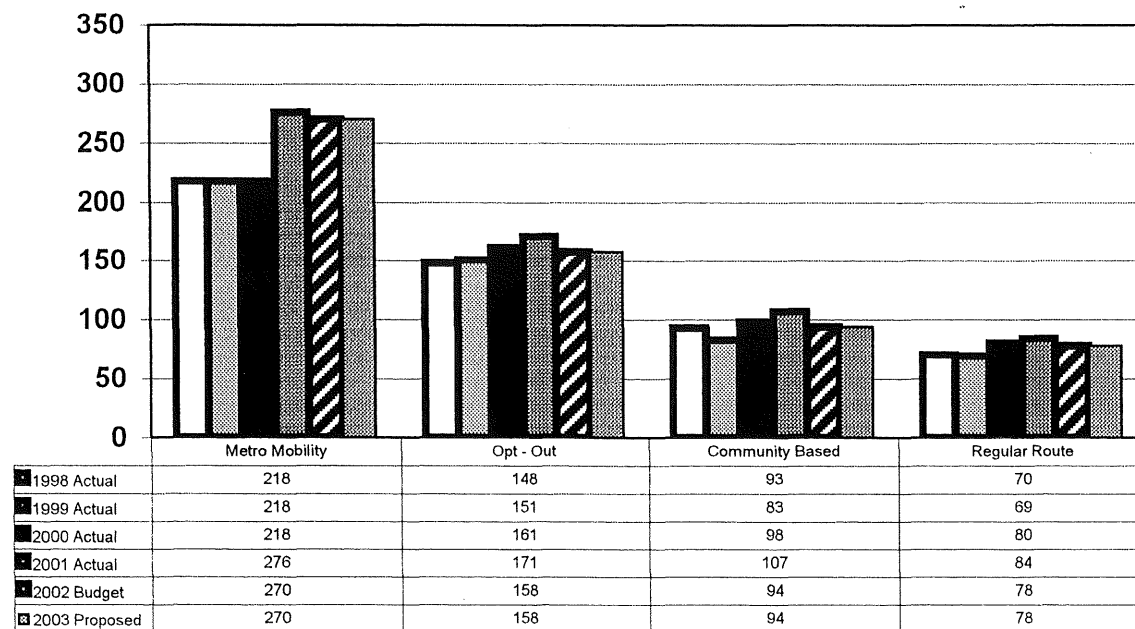


TRANSPORTATION DIVISION

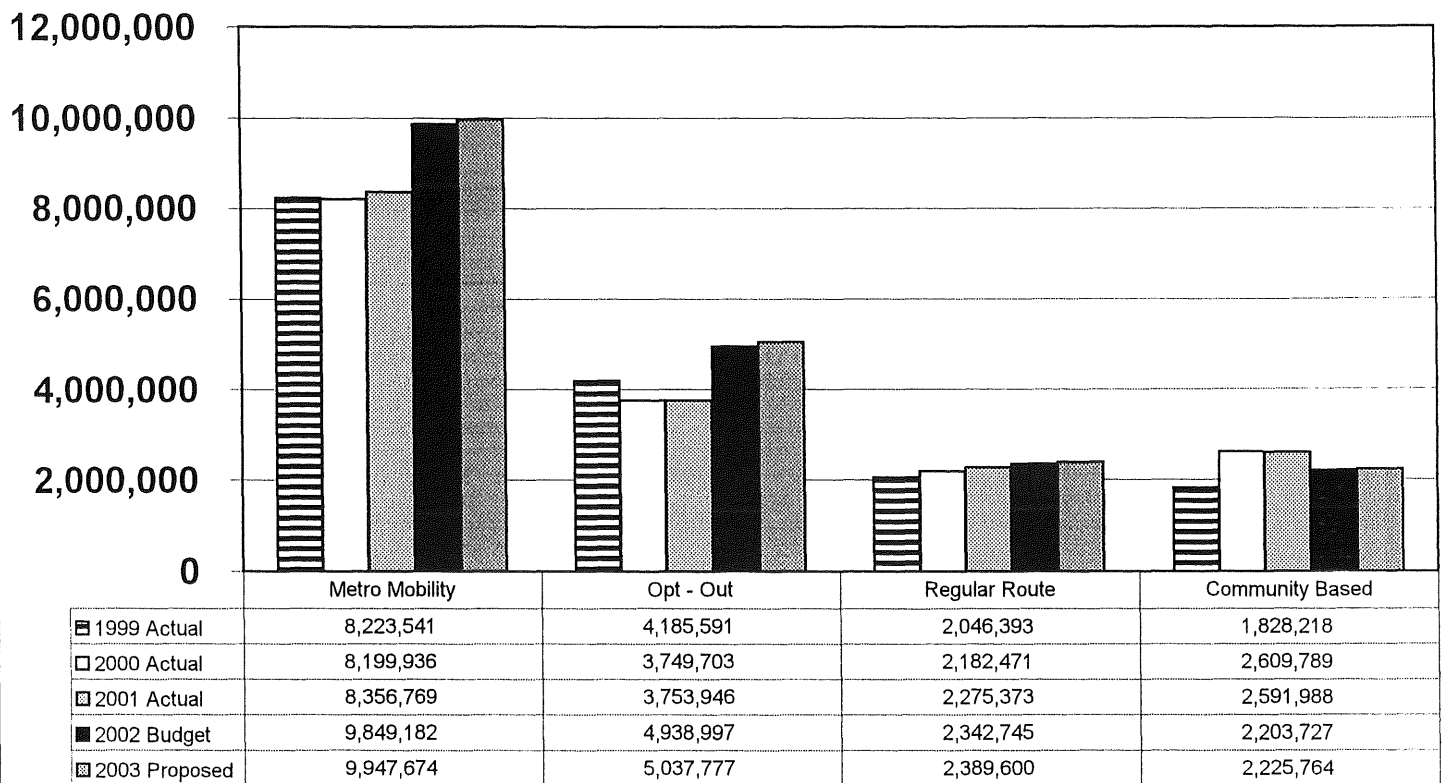
**Non-Metro Transit Maximum Vehicles
1998-2003**



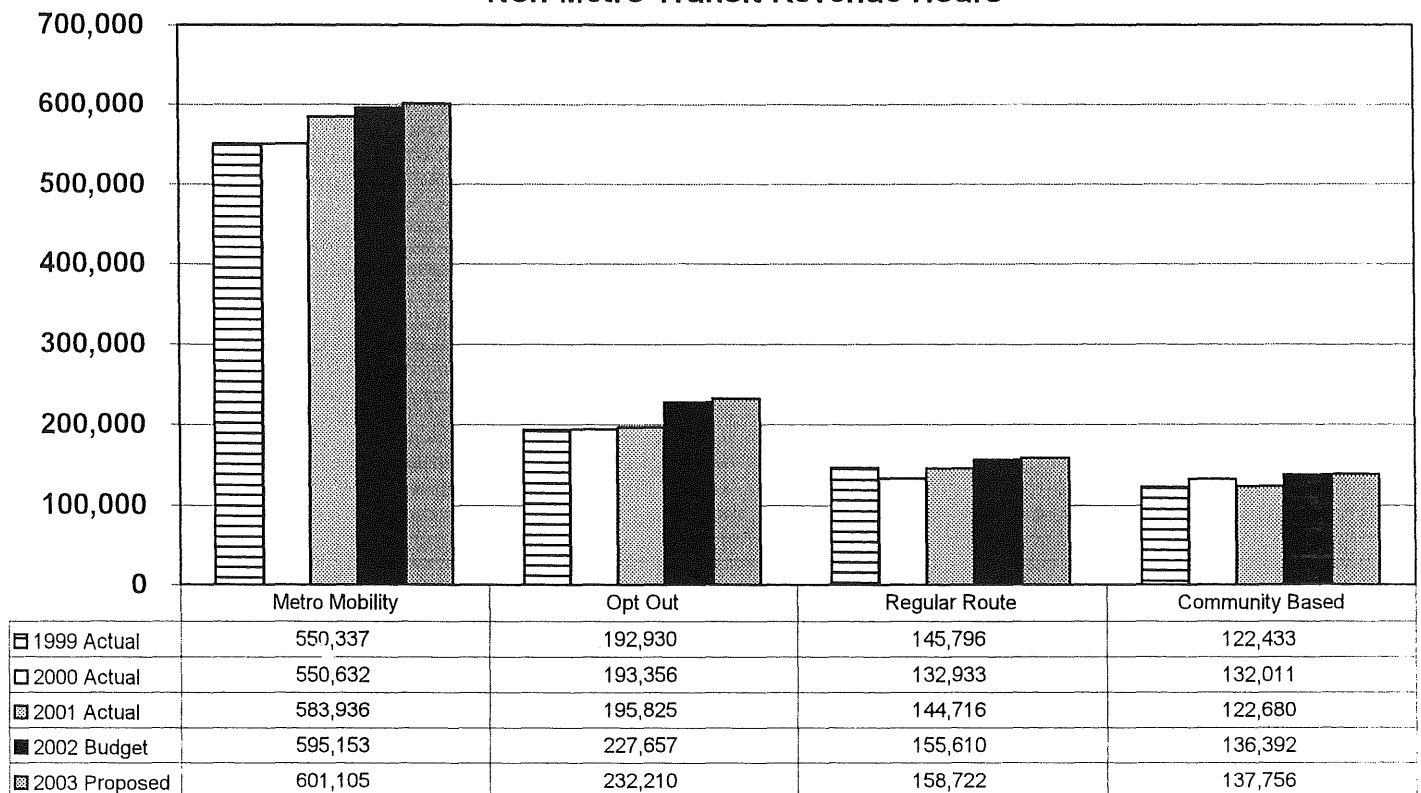
**Non-Metro Transit Peak Vehicles
1998-2003**



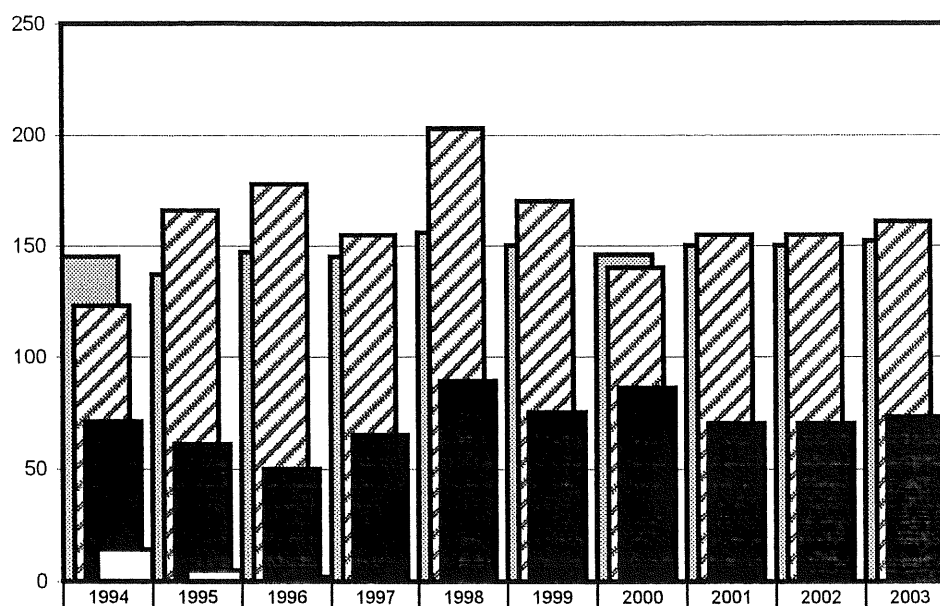
Non-Metro Transit Revenue Miles



Non-Metro Transit Revenue Hours

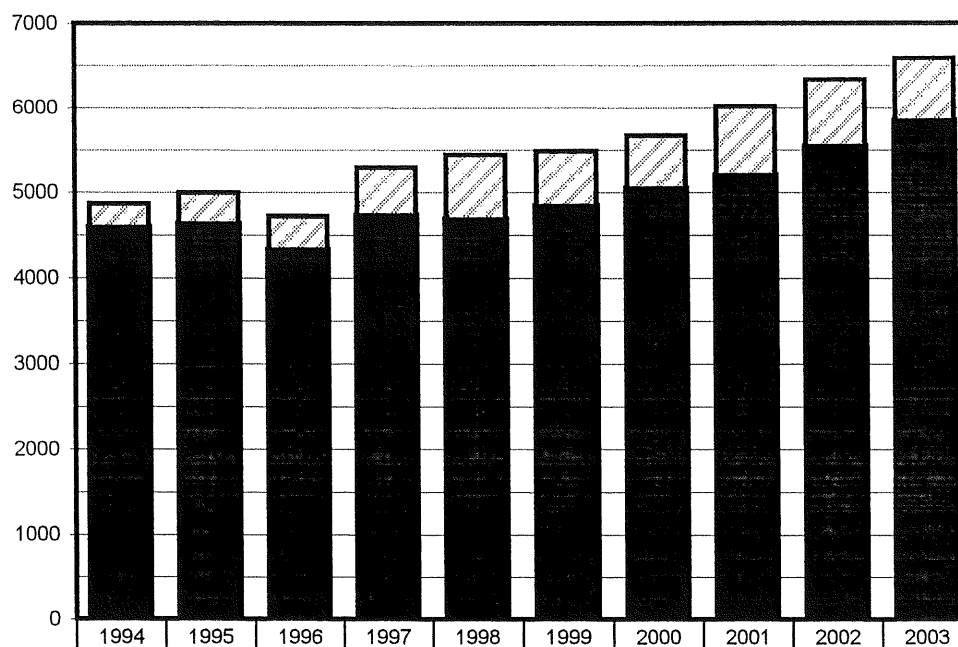


OFFICE OF LOCAL ASSISTANCE REVIEWS AND REFERRALS



Other	145	137	147	145	156	150	146	150	150	152
Comp Plans	123	166	178	155	203	170	140	155	155	161
EAW/EIS	71	61	50	65	89	75	86	70	70	73
Land Use Airport Search	14	5	2	0	0	0	0	0	0	1

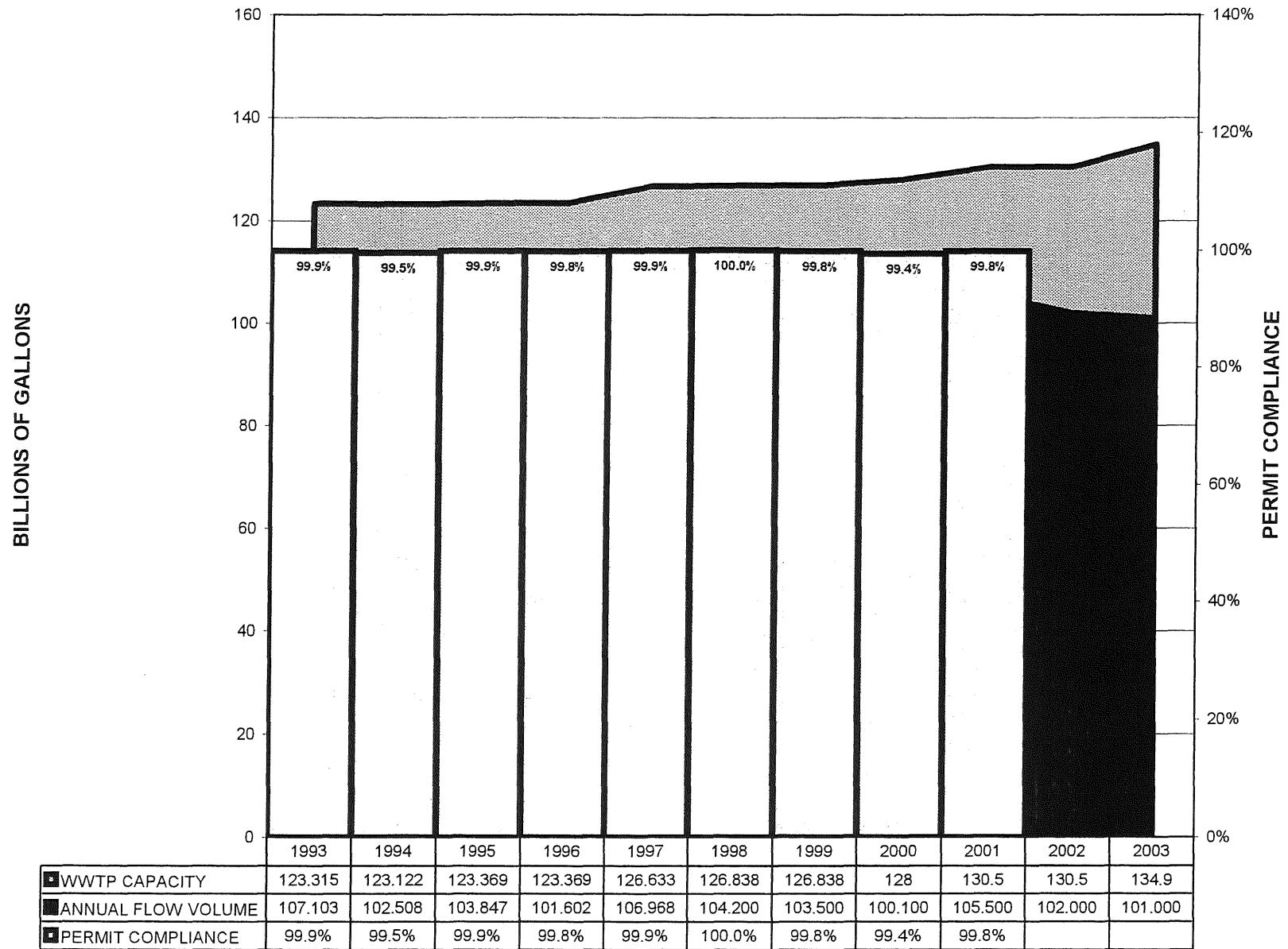
HRA ASSISTED HOUSEHOLDS



*SPECIAL PROGRAMS	290	372	400	566	762	662	641	822	799	750
SECTION 8	4573	4623	4318	4722	4675	4825	5027	5190	5531	5836

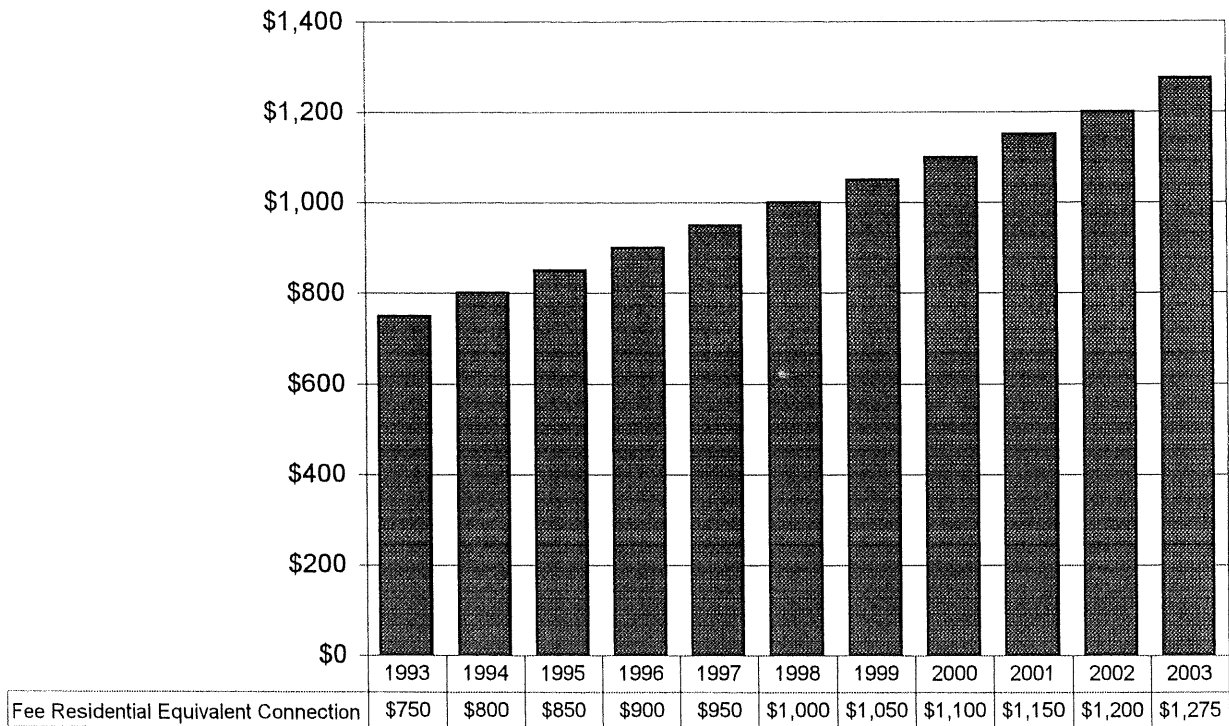
ENVIRONMENTAL SERVICES DIVISION

QUALITY COLLECTION AND TREATMENT OF WASTEWATER

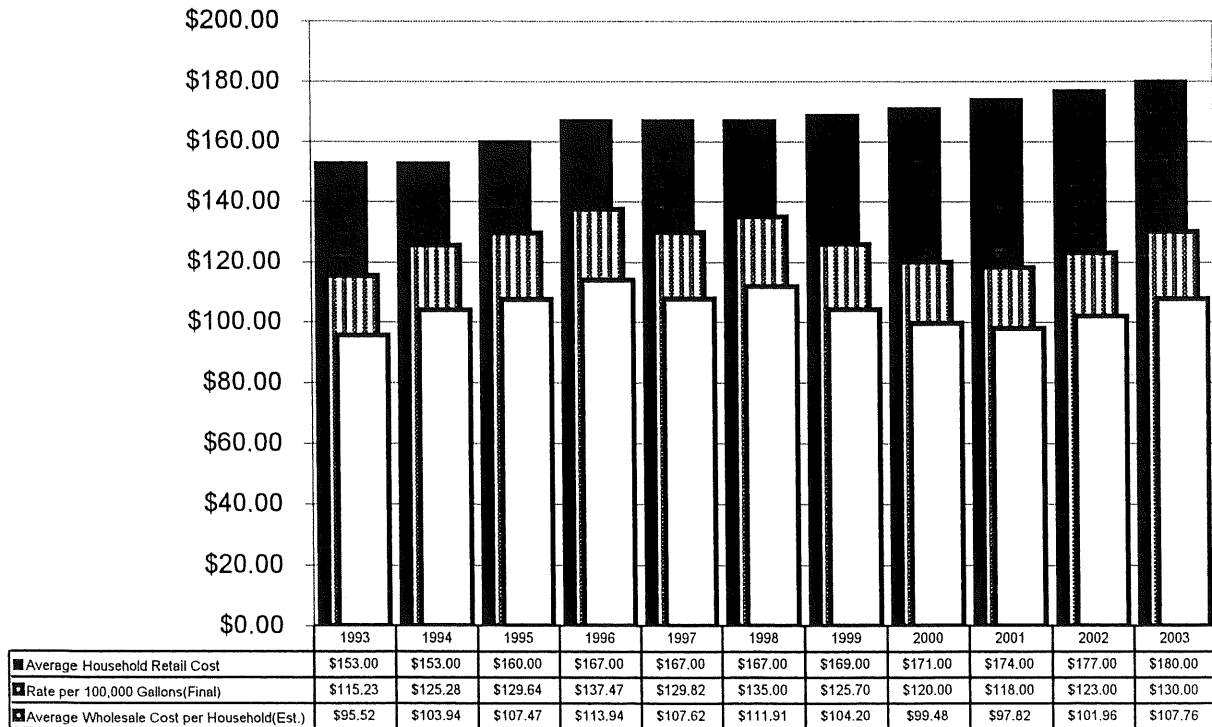


ENVIRONMENTAL SERVICES DIVISION

Wastewater Services Service Availability Standard Charge per Unit

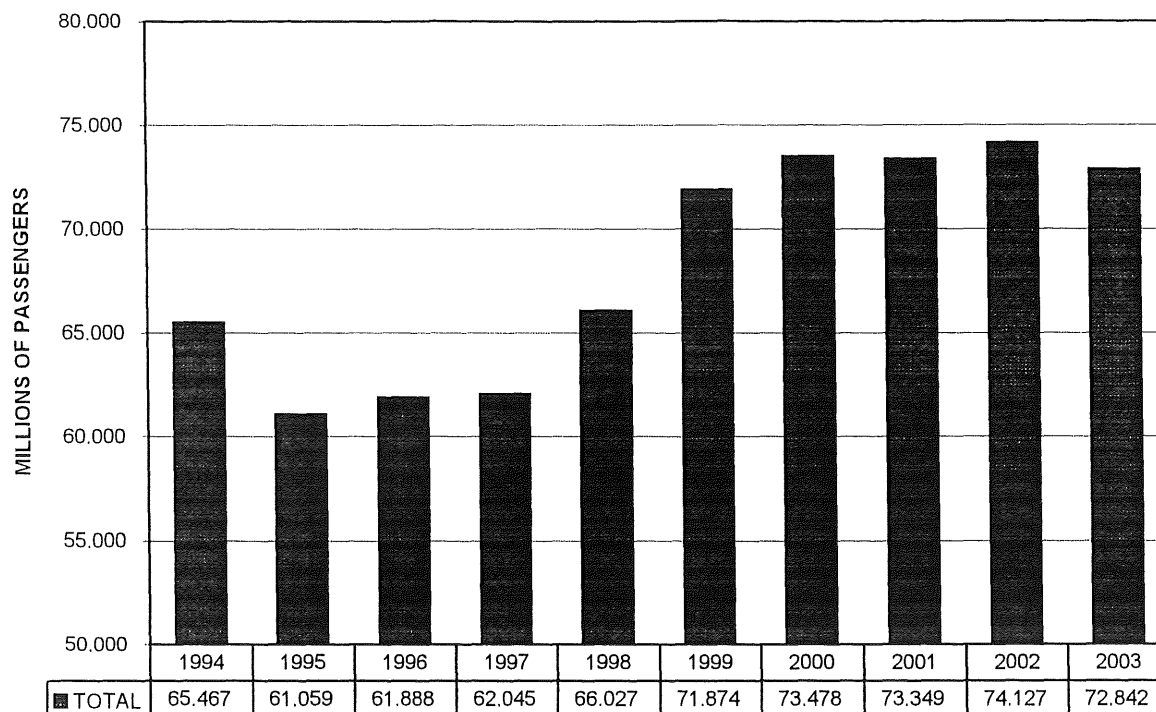


Services Rate per 100,000 Gallons and Average Wholesale Cost per Household

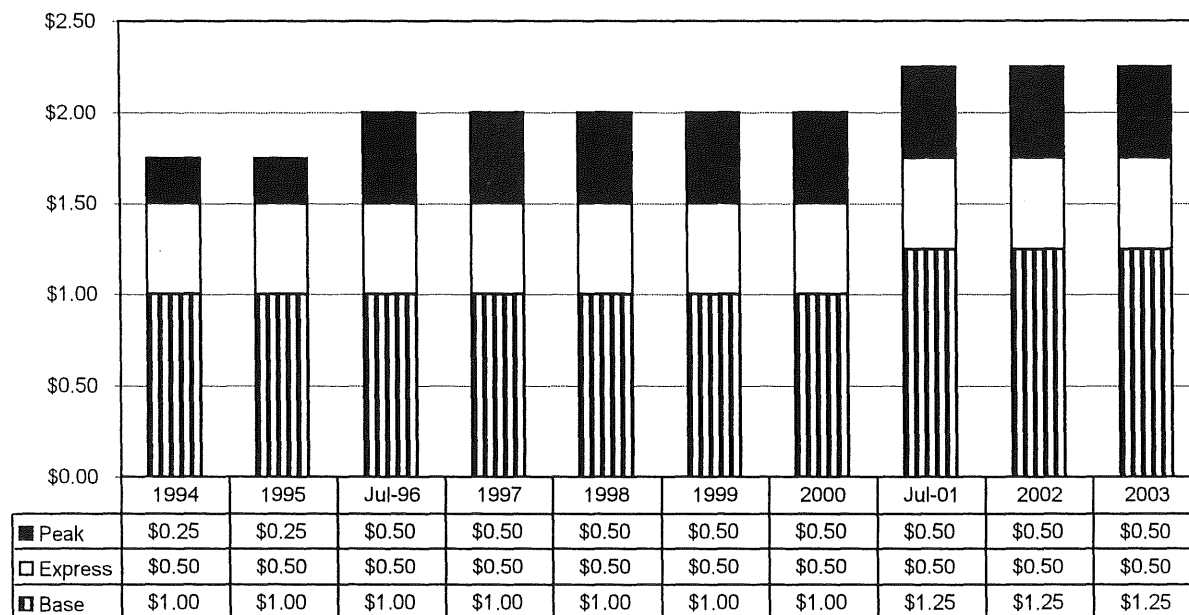


TRANSPORTATION DIVISION

METRO TRANSIT RIDERSHIP 1994-2003



METRO TRANSIT FARE HISTORY 1994-2003



Metropolitan Council 2003 Unified Budget, Appendix H

Report on Consultant Activity

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 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.

Background:

Identification of Professional Services

The Council considered the definition of professional or technical services in MN Statutes 16C.08, subdivision 1 in determining the types of contracted services to include in the report. This definition includes “services that are intellectual in character, including consultation, analysis, evaluation, prediction, planning, programming, or recommendation, and result in the production of a report or the completion of a task.”

Procurement Procedures

Procurement of Professional Services

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.
- Services valued between \$2,500 - \$50,000 – these services are initiated as a purchase requisition and require an informal competitive process. They can be executed as either a purchase order or a contract.
- Services valued at \$50,000 or greater – these services are initiated as a contract request and require a more formal competitive process. They are generally executed as a formal contract.

Data provided in this report is divided into these three groups of professional services.

Methods Used to Obtain Consultant Services

The Council uses the following methods of procurement.

Metropolitan Council 2003 Unified Budget, Appendix H

Report on Consultant Activity

- Services valued at up to \$2,500 - Procurement of professional services up to \$2,500 are considered micro-purchases and are generally arranged by project managers without a solicitation process.
- Services valued between \$2,500 - \$50,000 – Procurements of professional services between \$2,500 and \$50,000 generally involve an informal proposal/evaluation process. 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 is selected using a Joint Purchasing Agreement (see discussion below). In other cases, a vendor is selected through a sole source authorization.
- Services valued at \$50,000 or greater – Procurements of professional services above \$50,000 generally follow one of four processes, Informal Request for Proposal (RFP), Formal RFP, Joint Purchasing Agreement (JPA), or Sole Source Authorization.

Informal RFP's are typically used for procurement of professional services between \$50,000 and \$100,000. A written RFP is sent to prospective proposers identified by Council staff. The RFP document defines the scope of work and project schedule, lists the information requested from proposers, and lists the criteria that will be used by Council staff in the evaluation of the proposals. An informal evaluation panel of Council staff evaluated the proposals received and selects the vendor judged to be the most advantageous to the Council.

Formal RFP's are 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 (JPAs) with other governmental units as provided for in Minnesota Statutes. Joint Purchasing Agreements enable the Council to participate in cooperative buying organizations 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 JPAs.

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

Metropolitan Council 2003 Unified Budget, Appendix H

Report on Consultant Activity

by the Regional Administrator. For contracts valued at greater than \$250,000, sole source authorization must be approved by Council action.

The specific methods used to solicit services and criteria used to award contracts valued at \$50,000 or greater are shown in the attached report.

Procurements of architectural and engineering projects funded by the Federal Transit Administration must adhere to the Federal Brooks Act. The Brooks Act requires that vendor selection be done without the criteria of price.

Contents of Report

The report consists of a number of schedules presented by year for 2001, 2002 and 2003. The schedules for 2001 list actual contracts, and the schedules for 2002 and 2003 list contractual service budget authority.

There are two tables for 2001, the first lists contracts of \$50,000 or greater, and the second lists contracts less than \$50,000. The table for Contracts of \$50,000 or greater provides the most amount of detail. The table for contracts less than \$50,000 lists each contract for purchases between \$2,500 and \$50,000; and purchases under \$2,500, which are considered micro purchases, are not individually listed but are summarized in total. Overall, purchases less than \$2,500 represented 2.4 percent of all professional and technical services in 2001. Additional information on these purchases is available on request.

Contents

2001

- Report for contracts of \$50,000 and greater.
- Report for contracts less than \$50,000.
- Summary of 2000 consultant activity

2002

- Report for consultant and contractual services for 2002 Unified Operating Budget as revised.

2003

- Report for consultant and contractual services for 2003 Unified Operating Budget as adopted.

Additional Information Available on Request

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

Report on Consultant Activity, 2001
Contracts of \$50,000 and Greater

Contract Number	Description of Services	Vendor	Execution Date	Start Date	Termination Date	Contract Amount	Interested Vendors	Proposers	Solicitation Method	Evaluation Criteria Used
GENERAL FUND										
01P001	Legislative Consulting	MaryAnn M. Campo	1/5/01	1/1/01	12/31/02	\$80,000			Sole source	
01P036	Employment Law Legal Services	Jackson, Lewis, Schnitzler & Krupman	2/22/01	8/1/00	7/31/03	\$200,000			An informal competitive process is used for the solicitation of legal services. Evaluation criteria include price, experience, availability, and absense of conflict.	
01P037	Employment Law Legal Services	Halleland Lewis Nilan Sipkins & Johnson	2/22/01	8/1/00	7/31/03	\$200,000			An informal competitive process is used for the solicitation of legal services. Evaluation criteria include price, experience, availability, and absense of conflict.	
00P0184	Metro Transit GIS Route Editor Phase III	Rowekamp Associates, Inc.	2/22/01	2/22/01	3/29/02	65,000			Sole Source	
01P018	Public Opinion Research	The Tarrance Group	2/26/01	2/26/01	4/30/01	\$56,900	3	2	Informal RFP	Knowledge, Experience, Capability
01002274	IBM Software Licensing for the IBM 2003-205	IBM Corporation	3/1/01	12/1/00	11/30/01	\$111,386			Sole source	
01P055	Xcel Energy v. Federal Transit Administration	Bassford, Lockhart, Truesdell & Briggs, P.A.	3/15/01	2/23/01	12/31/01	\$50,000			An informal competitive process is used for the solicitation of legal services. Evaluation criteria include price, experience, availability, and absense of conflict.	
00P0152	Metro GIS General Professional Services	Richardson, Richter & Associates, Inc.	3/15/01	1/29/01	12/31/02	\$124,000	36	5	Formal RFP	Price, Work Plan, Qualifications, Past Record
1003093	Audit services for RA	State of Minnesota - Auditor	3/23/01	1/1/01	12/31/01	\$135,457			Sole source	
00P0106A	End-user computer training	Elert & Associates	3/27/01	11/15/00	12/31/02	75,000	26	12	Informal RFP	Cost, instructor skills and knowledge, quality of handouts and demonstrated ability to customize training
01003572	Maintenance Coverage 24x7F*4	Mitel Telecommunications	4/5/01	3/15/00	12/14/01	\$150,915			Sole source	
01P022	Radio Advertising	Midwest Marketing, Inc.	4/6/01	3/26/01	3/29/02	75,000	6	2	Informal RFP	Cost, quality, qualifications, past record of performance
01P051	Temporary Claims Manager	Staffing Partners	4/30/01	5/1/01	1/31/01	75,000	6	3	Informal RFP	Management skills, experience
01005634	Annual Software Maintenance Agreement	Synergen Associates Inc.	6/1/01	3/6/01	3/5/02	\$111,300			Sole source	
C-99-105	Metro HRA Filing System	Mid America Business Systems	6/12/01	6/12/01	10/31/01	\$69,614	3	2	Formal RFP	Price, Quality, Qualifications, Past Record
01006282	Annual Sybase Support Renewal	Sybase Inc.	6/19/01	7/29/01	7/28/02	\$55,166			Sole source	
01P067A	HRIS Software	PeopleSoft USA, Inc.	6/25/01	6/25/01	6/24/02	\$825,120			Sole source	
00P0171	Risk Management Software	Marsh	7/17/01	7/17/01	12/31/04	336,100	30	5	Formal RFP	Qualifications, work plan, key personnel, references, price, terms system specs
1007638	Purchase of Bloomberg Data Services. Includes Installation Charge, Data Analytic Tools.	Bloomberg LP	7/31/01	7/31/01	7/22/03	\$50,000			Sole source	
01P093	Legal Services - XCEL Energy v. Federal Transit Administration	Thompson Coburn, LLP	7/31/01	4/1/01	12/31/02	\$250,000			An informal competitive process is used for the solicitation of legal services. Evaluation criteria include price, experience, availability, and absense of conflict.	
01P084	Governmental Relations	Barbour Griffith & Rogers, Inc.	8/8/01	8/8/01	10/31/02	\$240,000			Sole source	
00P0189	Video Filming and Editing	Minnesota Satellite & Technology	8/10/01	8/10/01	12/31/03	\$60,000	4	1	Informal RFP	Price, Qualifications, Experience, Planned Approach
01P077	Rural and Agricultural Area Policy Review & Policy Implementation Consultant Services	BIKO Associates, Inc.	9/12/01	8/20/01	9/30/02	91,000	26	3	Informal RFP	Experience, professional competency, capacity, cost
01009945	Software Maintenance Fees	PeopleSoft	10/24/01	6/27/01	6/26/02	\$78,927			Sole source	
01P132	Federal Agency Matters	Foley & Lardner	11/1/01	9/1/01	12/31/02	\$150,000			An informal competitive process is used for the solicitation of legal services. Evaluation criteria include price, experience, availability, and absense of conflict.	
01P067B	Implementation Partner to assist the Council in installing a new HRIS	Maximus	11/8/01	11/8/01	2/28/03	\$1,980,000	48	13	Formal RFP	Price, Experience, Work Plan and Schedule, Qualifications
1011225	System Support Coordinator consulting	Compuware Corporation	11/8/01	11/8/01	3/28/02	\$58,400	3	3	Informal RFP	Experience, availability
01P092	2000 Census Geographic Entities aligned with TLG GBF	The Lawrence Group	11/14/01	11/14/01	4/30/02	\$51,450	4	1	Informal RFP	Qualifications, Experience, Price
01011476	Technical Support Agreement	Oracle Corporation	11/16/01	11/9/01	11/9/02	\$111,926			Sole source	

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Contract Number	Description of Services	Vendor	Execution Date	Start Date	Termination Date	Contract Amount	Interested Vendors	Proposers	Solicitation Method	Evaluation Criteria Used
01P133	Joint Development and SmartGrowth	Smith Parker PLLP	11/20/01	7/1/01	12/31/01	\$50,000				An informal competitive process is used for the solicitation of legal services. Evaluation criteria include price, experience, availability, and absense of conflict.
01P046	Drug and Alcohol Testing	WorkForce Med-Ex, Inc.	11/30/01	2/1/01	12/31/01	200,000				Sole Source
01P143	Housing Issues	Lockridge Grindal Nauen PLLP	12/14/01	8/1/01	4/30/02	\$50,000				An informal competitive process is used for the solicitation of legal services. Evaluation criteria include price, experience, availability, and absense of conflict.
01012486	System Maintenance Service	Integral	12/17/01	1/1/02	12/31/02	\$65,700				Sole source
01P144	Transit Police	Wold Jacobs & Johnson PA	12/19/01	12/1/01	12/31/02	\$50,000				An informal competitive process is used for the solicitation of legal services. Evaluation criteria include price, experience, availability, and absense of conflict.
01P068	MetroGIS Internet-Enabled Data Distribution Mechanism	Syncline Inc.	12/21/01	12/21/01	2/28/03	\$57,440	107	7	Formal RFP	Price, Quality, Qualifications, Past Record
General Fund Subtotal						\$6,390,802				
METROPOLITAN TRANSPORTATION SERVICES										
TRANSIT ADMINISTRATION FUND										
01P130	Off-Site Pool Registrations	Downtown Minneapolis Transportation Management Org.	12/12/01	12/12/01	12/31/03	\$65,000				Sole source
METRO MOBILITY										
00P0062A	2001-2005 Metro Mobility Demand Service Contracts	Transit Team, Inc.	5/4/01	7/1/01	6/30/05	\$37,364,669	17	4	Formal RFP	Start Up, Service Mgt/Del, Facility Equipment, Veh&Fleet Mgt, Staffing & Admin, Exper & Ref, Cost of Work
00P0062B	2001-2005 Metro Mobility Demand Service Contracts	Laidlaw Transit Services Inc.	6/28/01	7/1/01	6/30/05	\$28,951,923	17	4	Formal RFP	Start Up, Service Mgt/Del, Facility Equipment, Veh&Fleet Mgt, Staffing & Admin, Exper & Ref, Cost of Work
REGULAR ROUTE										
01P002	North Suburban Lines Bus Service	Lorenz Bus Service dba North Suburban Lines	2/7/01	1/2/01	12/31/02	\$2,873,218				Sole source
METRO COMMUTER SERVICES										
01P044	Van Pool Services	VPSI Commuter Van Pools	2/5/01	11/1/00	10/31/02	\$457,000				Sole source
RURAL SMALL URBAN FUND										
01P006	ADA Transit Services for Dakota County	DARTS	4/2/01	1/1/01	12/31/01	\$1,576,031				Sole source
01P041	Small Bus Inspection Services	First Transit Inc.	7/9/01	6/23/01	10/31/01	\$60,407	2	2	Formal RFP	Price, Quality, Qualifications, Past Record
Metropolitan Transportation Services Subtotal						\$71,348,248				
HOUSING AND REDEVELOPMENT AUTHORITY										
FAMILY AFFORDABLE HOUSING PROGRAM										
00P0178	Property Management Services	Cedar Management Inc.	6/8/01	6/8/01	12/31/02	\$90,000	10	2	Formal RFP	Interview, References, Price
01P040	Environmental Services Agreement	Minneapolis Public Housing Authority (MPHA)	3/16/01	3/16/01	12/31/02	\$200,000				Sole source
Housing and Redevelopment Authority Subtotal						\$290,000				
ENVIRONMENTAL SERVICES GENERAL OPERATIONS										
01P004	Budget Preparation Forecasting Software	Adaytum	3/30/01	3/29/01		97,550	5	3	Informal RFP	Product structure, multi-dimensional database, cost
00P0177	Metro Plant Security Guard Services	General Security	4/24/01	4/18/01	4/15/03	\$350,000	7	6	Formal RFP	Qualifications, Experience, Price
00P0097	Consultant Services for Gainsharing	RKD Group, Inc	7/13/01	6/28/01	12/31/01	\$100,000	7	5	Informal RFP	Price, Quality, Qualifications, Experience
00P0157	MWWTP Relief Well Rehab A&E services for Construction	Barr Engineering Company	2/20/01	2/1/01	6/28/02	66,989				Sole Source
00P0130-A	Environmental Services Master Contract for Professional Services	Applied Environmental Sciences	4/23/01	4/23/01	12/31/03	\$100,000	113	59	Formal RFP	Experience, qualifications, location, key personnel
00P0130-H	Environmental Services Master Contract for Professional Services	Construction Support Services, Inc.	5/9/01	5/9/01	12/31/03	\$100,000	113	59	Formal RFP	Experience, qualifications, location, key personnel

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Contract Number	Description of Services	Vendor	Execution Date	Start Date	Termination Date	Contract Amount	Interested Vendors	Proposers	Solicitation Method	Evaluation Criteria Used
00P0130-B	Environmental Services Master Contract for Professional Services	Arden Environmental	5/10/01	5/10/01	3/31/04	\$100,000	113	59	Formal RFP	Experience, qualifications, location, key personnel
00P0130-V	Environmental Services Master Contract for Professional Services	Wells Engineers Minnesota, Inc. (WEM)	5/10/01	5/10/01	3/31/04	\$100,000	113	59	Formal RFP	Experience, qualifications, location, key personnel
00P0130-I	Environmental Services Master Contract for Professional Services	Earth Tech	5/14/01	5/14/01	3/31/04	\$100,000	113	59	Formal RFP	Experience, qualifications, location, key personnel
00P0130-L	Environmental Services Master Contract for Professional Services	Howard R. Green Company	5/14/01	5/14/01	3/31/04	\$200,000	113	59	Formal RFP	Experience, qualifications, location, key personnel
00P0130-T	Environmental Services Master Contract for Professional Services	Short Elliott Hendrickson, Inc. (SEH)	5/17/01	5/17/01	3/31/04	\$200,000	113	59	Formal RFP	Experience, qualifications, location, key personnel
00P0130-D	Environmental Services Master Contract for Professional Services	Bonestroo Rosene Anderlik & Associates, Inc.	5/24/01	5/24/01	3/31/04	\$200,000	113	59	Formal RFP	Experience, qualifications, location, key personnel
00P0130-E	Environmental Services Master Contract for Professional Services	Braun Intertec Corporation	5/24/01	5/24/01	3/31/04	\$200,000	113	59	Formal RFP	Experience, qualifications, location, key personnel
00P0130-G	Environmental Services Master Contract for Professional Services	CNA Consulting, Inc.	5/24/01	5/24/01	3/31/04	\$100,000	113	59	Formal RFP	Experience, qualifications, location, key personnel
00P0130-K	Environmental Services Master Contract for Professional Services	GME Consultants, Inc.	5/24/01	5/24/01	3/31/04	\$100,000	113	59	Formal RFP	Experience, qualifications, location, key personnel
00P0130-U	Environmental Services Master Contract for Professional Services	STS Consultants Ltd.	5/25/01	5/25/01	3/31/04	\$200,000	113	59	Formal RFP	Experience, qualifications, location, key personnel
00P0130-F	Environmental Services Master Contract for Professional Services	Buildings Consulting Group	5/30/01	5/30/01	3/31/04	\$100,000	113	59	Formal RFP	Experience, qualifications, location, key personnel
00P0130-M	Environmental Services Master Contract for Professional Services	Landmark Environmental, LLC	5/30/01	5/30/01	12/31/03	\$100,000	113	59	Formal RFP	Experience, qualifications, location, key personnel
00P0130-Q	Environmental Services Master Contract for Professional Services	Remediation Management Consultants	5/30/01	5/30/01	3/31/04	\$100,000	113	59	Formal RFP	Experience, qualifications, location, key personnel
00P0130-R	Environmental Services Master Contract for Professional Services	Schoell & Madson, Inc.	6/6/01	6/6/01	3/31/04	\$100,000	113	59	Formal RFP	Experience, qualifications, location, key personnel
00P0130-J	Environmental Services Master Contract for Professional Services	Enviroscience, Inc.	7/18/01	7/18/01	3/31/04	\$100,000	113	59	Formal RFP	Experience, qualifications, location, key personnel
00P0130-N	Environmental Services Master Contract for Professional Services	McConkey Johnson Soltermann	7/23/01	7/23/01	3/31/04	\$100,000	113	59	Formal RFP	Experience, qualifications, location, key personnel
00P0130-S	Environmental Services Master Contract for Professional Services	Sebesta Blomberg & Associates, Inc.	8/15/01	8/15/01	3/31/04	\$200,000	113	59	Formal RFP	Experience, qualifications, location, key personnel
00P0130-V	Environmental Services Master Contract for Professional Services	Toltz, King, Duvall, Anderson and Associates, Inc. (TKDA)	8/15/01	8/15/01	3/31/04	\$200,000	113	59	Formal RFP	Experience, qualifications, location, key personnel
01P059	MWWTP Solids Processing Improvements	CH2M Hill	12/21/01	6/28/01	12/31/05	\$5,815,000	1	1	Formal RFP	Price, Qualifications, Experience, Planned Approach
00P0124	East/West Area Planning	Brown and Caldwell	4/20/01	2/19/01	12/31/02	\$529,751	21	3	Formal RFP	Price, Work Plan, Qualifications, Past Record
01P083	Area Planning - Process Modeling	Brown and Caldwell	8/22/01	6/4/01	12/31/02	\$64,051	21	3	Formal RFP	Price, Work Plan, Qualifications, Past Record
01P080	Mound Lift Station (L-25) Relocation Design	Howard R. Green Company	10/17/01	10/17/01	9/30/03	\$215,027	22	9	Formal RFP	Price, Qualifications, Experience, Planned Approach
C-3554	Design/Build Services for South Washington County Plant	Knutson/BVCI Joint Venture	1/23/01	1/23/01	12/1/03	\$43,475,000	6	2	Formal RFP	Price, Proposal Quality, Past Record, References
00P0118	MWWTP Secondary Treatment Improvements - Phase II Step 3 Construction Support Engineering Services	Brown and Caldwell	2/12/01	11/15/00	6/30/03	1,650,009				Selected by Formal RFP in earlier project phase.
C-3548	Design/Build Services for MWWTP Fluidized Bed Incineration and Air Pollution Control System	Von Roll, Inc.	3/22/01	3/22/01	8/1/05	\$71,226,566	5	2	Formal RFP	Project cost, technical compliance, experience and qualifications
00P0081	Lift Station Supervisory Control and Field Telemetry Upgrade	Arden Environmental	4/6/01	4/6/01	6/30/02	\$283,371	17	5	Formal RFP	Qualifications, Quality, Past Record, Price
01P020	Empire Plant Planning and Design Services - Facilities Planning	Montgomery Watson Americas, Inc.	5/21/01	5/2/01	12/31/03	\$119,701	24	7	Formal RFP	Qualifications, Specific Personnel Assigned, Price, Past Record, Proposal Quality
00P0143	Elm Creek Interceptor - Medina Leg Design and Const Services	Bonestroo Rosene Anderlik & Associates, Inc.	5/21/01	1/15/01	12/31/03	489,588	24	9	Formal RFP	Quality, qualification, prior history of performance, price

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Contract Number	Description of Services	Vendor	Execution Date	Start Date	Termination Date	Contract Amount	Interested Vendors	Proposers	Solicitation Method	Evaluation Criteria Used
00P0168	MWWTP Standby Power Upgrade	Sebesta Blomberg & Associates, Inc.	6/19/01	6/19/01	4/30/02	\$323,758	18	7	Formal RFP	Price, Quality, Qualifications, Past Record of Performance
01P107	Digital Mapping Services	Martinez Corporation	10/10/01	10/10/01	12/31/01	\$98,400			Sole source	
01P020A	Empire Plant Planning and Design Services - Design and Construction Services	Montgomery Watson Americas, Inc.	12/26/01	12/26/01	10/31/03	\$187,431	24	7	Formal RFP	Qualifications, Specific Personnel Assigned, Price, Past Record, Proposal Quality
Environmental Services Subtotal						\$127,792,192				
METRO TRANSIT OPERATING FUND										
00P0190	Maintenance agreement-Teleride System	PC Trans	3/15/01	1/1/01	12/31/04	\$240,000			Sole Source	
00P0176	Advertising Services	Periscope Inc.	5/2/01	5/2/01	4/30/04	\$9,000,000	55	7	Formal RFP	Ability to Perform Tasks, Experience, Cost, References
01P065	General Manager, Metro Transit	John Haley, Jr.	6/26/01	6/13/01	9/30/01	\$57,166			Sole source	
000005416	Temporary Accounting Service - David Johnson	Accountemps	8/28/01			\$84,604	3	3	Informal RFP	Qualifications, Experience, Price
000005494	Temporary Labor - Anthan Elias (Extended 80 hours thru 7/15/02)	Pro Staff Personnel Services	9/6/01			\$62,531	4	4	Informal RFP	Qualifications, Experience, Price
01P054	Background Investigations	Information Reporting Services, Inc.	9/8/01	3/1/01	12/31/01	100,000			Sole Source	
000005478	Police Department Training from Oct 2001 - Dec 2002 per proposal dated 6/27/01.	Centurion Skills	9/19/01	10/1/01	12/31/02	\$81,370	1	1	Sole Source	Qualifications
00P0101	Sector 5 Planning Study	Transportation Management and Design, Inc.	10/3/01	10/3/01	4/1/03	\$192,789	15	7	Formal RFP	Price, Quality, Qualifications, Experience
00P0179	Riverview Corridor EIS and Preliminary Design	BRW, Inc.	2/5/01	2/5/01	8/1/02	3,185,000	88		Formal RFP issued by Ramsey County Railroad Authority	
00P0179B	Public Involvement - Riverview Corridor EIS	Richardson, Richter & Associates, Inc.	2/28/01	1/15/01	12/31/02	249,900			Awarded as a part of contract 00P0179	
00P0179A	Public Involvement - Riverview Corridor EIS	New School, Inc.	3/5/01	1/15/01	12/31/02	200,000			Awarded as a part of contract 00P0179	
01P052	Design and Construction Oversight of Overhaul Base Roof Replacement	RC Consultants	5/14/01	5/14/01	12/31/01	\$66,000	14	5	Informal RFP	Qualifications, Responsiveness, Price
00P0082	SMART COM (CAD/AVL) Procurement	Siemens Transportation Systems, Inc.	5/24/01	5/24/01	2/24/04	\$8,899,457	42	3	Formal RFP	Price, Technical Response, Mobile Radio Solution, Experience
01P032	FTH Secondary Heat Source Phase 1	Toltz, King, Duvall, Anderson and Associates, Inc. (TKDA)	6/20/01	6/1/01	12/31/03	\$135,000	17	2	Informal RFP	Price, Qualifications, Experience, Planned Approach
01P042	Electrical Design of Secondary Transfer Switches	Short Elliott Hendrickson, Inc. (SEH)	7/17/01	7/17/01	3/31/02	\$71,228	10	5	Informal RFP	Price, Qualifications, Experience, Planned Approach
01P027	Bus Fare Collection System Upgrade	LTK Engineering Services	7/21/01	5/9/01	6/1/04	130,000			Sole Source	
01P021	Sunray Transit Hub	Bonestroo Rosene Anderlik & Associates, Inc.	7/24/01	7/11/01	6/1/03	\$90,001	40	5	Formal RFP	Qualifications, Quality, Past Record of Performance, Capacity of Firm
01P026	Repair of Metal Walls at FTH Office and Overhaul Base	Setter, Leach & Lindstrom	8/6/01	8/6/01	12/31/02	\$92,710			Formal RFP	
01P039	Call to Artists - Downtown East Station	Andrew Leicester	10/16/01	10/16/01	2/28/02	\$50,000	29	6	Formal RFP	Aesthetic quality, applicability, appropriateness, durability, experience
01P013A	Northwest Corridor Scoping Study	IBI Group	10/17/01	10/17/01	10/31/02	\$545,683	27	6	Formal RFP	Qualifications, Work Plan, Experience,
METRO TRANSIT GRANT FUNDS										
01P085	USAF/MNANG Site Improvement	Atkins Benham	11/20/01	11/5/01	6/1/03	\$151,000	45	8	Formal RFP	Qualification, Work Plan, Past Record, Capability
00P0080-Q	Metro Transit Master Contract for Professional Services	Braun Intertec Corporation	3/9/01	3/9/01	12/31/03	\$200,000	122	50	Formal RFP	Experience, qualifications, key personnel, services offered, comprehensiveness of proposal
00P0080-Q	Metro Transit Master Contract for Professional Services	Barr Engineering Company	3/12/01	3/12/01	12/31/03	\$100,000	122	50	Formal RFP	Experience, qualifications, key personnel, services offered, comprehensiveness of proposal
00P0080-Q	Metro Transit Master Contract for Professional Services	Bonestroo Rosene Anderlik & Associates, Inc.	3/12/01	3/12/01	12/31/03	\$200,000	122	50	Formal RFP	Experience, qualifications, key personnel, services offered, comprehensiveness of proposal
00P0080-Q	Metro Transit Master Contract for Professional Services	Edwards & Kelcey	3/12/01	3/12/01	12/31/03	\$225,000	122	50	Formal RFP	Experience, qualifications, key personnel, services offered, comprehensiveness of proposal

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Contract Number	Description of Services	Vendor	Execution Date	Start Date	Termination Date	Contract Amount	Interested Vendors	Proposers	Solicitation Method	Evaluation Criteria Used
00P0080-1	Metro Transit Master Contract for Professional Services	Sanders Wacker Bergly, Inc. (SWB)	3/12/01	3/12/01	12/31/03	\$75,000	122	50	Formal RFP	Experience, qualifications, key personnel, services offered, comprehensiveness of proposal
00P0080-1	Metro Transit Master Contract for Professional Services	Earth Tech	3/13/01	3/13/01	12/31/03	\$50,000	122	50	Formal RFP	Experience, qualifications, key personnel, services offered, comprehensiveness of proposal
00P0080-1	Metro Transit Master Contract for Professional Services	GME Consultants, Inc.	4/18/01	4/18/01	12/31/03	\$50,000	122	50	Formal RFP	Experience, qualifications, key personnel, services offered, comprehensiveness of proposal
00P0080-1	Metro Transit Master Contract for Professional Services	Howard R. Green Company	4/18/01	4/18/01	12/31/03	\$200,000	122	50	Formal RFP	Experience, qualifications, key personnel, services offered, comprehensiveness of proposal
00P0080-1	Metro Transit Master Contract for Professional Services	Richardson, Richter & Associates, Inc.	4/18/01	4/18/01	12/31/03	\$75,000	122	50	Formal RFP	Experience, qualifications, key personnel, services offered, comprehensiveness of proposal
00P0080-2	Metro Transit Master Contract for Professional Services	STS Consultants Ltd.	4/18/01	4/18/01	12/31/03	\$125,000	122	50	Formal RFP	Experience, qualifications, key personnel, services offered, comprehensiveness of proposal
00P0080-2	Metro Transit Master Contract for Professional Services	Thatcher Engineering Inc.	4/18/01	4/18/01	12/31/03	\$50,000	122	50	Formal RFP	Experience, qualifications, key personnel, services offered, comprehensiveness of proposal
00P0080-2	Metro Transit Master Contract for Professional Services	Ulteig Engineers, Inc.	4/18/01	4/18/01	12/31/03	\$100,000	122	50	Formal RFP	Experience, qualifications, key personnel, services offered, comprehensiveness of proposal
00P0080-1	Metro Transit Master Contract for Professional Services	SRF Consulting Group, Inc.	4/23/01	4/23/01	12/31/03	\$250,000	122	50	Formal RFP	Experience, qualifications, key personnel, services offered, comprehensiveness of proposal
00P0023	Automated Fuel Management System (Design, Build, Install and Train)	Trak Engineering, Inc.	5/2/01	2/5/01	6/30/02	\$482,028	17	2	Formal RFP	Price, Work Plan, Qualifications, Past Record
00P0080-1	Metro Transit Master Contract for Professional Services	Construction Engineering Laboratory, Inc.	5/9/01	5/9/01	12/31/03	\$75,000	122	50	Formal RFP	Experience, qualifications, key personnel, services offered, comprehensiveness of proposal
00P0080-1	Metro Transit Master Contract for Professional Services	Hammel, Green, and Abrahamson Inc.	5/9/01	5/9/01	12/31/03	\$175,000	122	50	Formal RFP	Experience, qualifications, key personnel, services offered, comprehensiveness of proposal
00P0080-1	Metro Transit Master Contract for Professional Services	Keyser Marston Associates	5/9/01	5/9/01	12/31/03	\$50,000	122	50	Formal RFP	Experience, qualifications, key personnel, services offered, comprehensiveness of proposal
00P0080-1	Metro Transit Master Contract for Professional Services	Kodet Architectural Group, Ltd.	5/9/01	5/9/01	12/31/03	\$200,000	122	50	Formal RFP	Experience, qualifications, key personnel, services offered, comprehensiveness of proposal
00P0080-1	Metro Transit Master Contract for Professional Services	LSA Design, Inc.	5/9/01	5/9/01	12/31/03	\$225,000	122	50	Formal RFP	Experience, qualifications, key personnel, services offered, comprehensiveness of proposal
00P0080-1	Metro Transit Master Contract for Professional Services	Stefan Associates	5/17/01	5/17/01	12/31/03	\$200,000	122	50	Formal RFP	Experience, qualifications, key personnel, services offered, comprehensiveness of proposal
00P0080-1	Metro Transit Master Contract for Professional Services	Herman Appraisal Services, Inc.	5/24/01	5/24/01	12/31/03	\$50,000	122	50	Formal RFP	Experience, qualifications, key personnel, services offered, comprehensiveness of proposal
00P0080-2	Metro Transit Master Contract for Professional Services	BRW, Inc.	5/30/01	5/30/01	12/31/03	\$250,000	122	50	Formal RFP	Experience, qualifications, key personnel, services offered, comprehensiveness of proposal
Metro Transit Subtotal						\$27,071,467				
GRAND TOTAL						\$232,892,709				

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Contracts Less Than \$50,000

EXP. TYPE	ISSUE DATE	VENDOR NAME	PO #	ITEM DESCRIPTION	TOTAL AMOUNT
GENERAL FUND					
Consultant	3/15/01	New Horizons	00P0106B	End-user computer training	\$20,000.00
External legal services	4/25/01	Gray Plant Mooty	01P023	General Intellectual Property Rights Matters	\$5,000.00
External legal services	2/22/01	Smith Parker P.L.L.P.	01P038	Legal Assistance Regarding General Matters	\$5,000.00
External legal services	11/20/01	Brand Consulting, LLC	01P131	Regional Reinvestment Matters	\$13,000.00
External legal services	1/2/01	Smith Parker P.L.L.P.	00P0191	Representation in Phillip Krinkie Matter	\$25,000.00
External legal services	9/7/01	Adamson & Sarff	01P104	Real Estate Matters	\$35,000.00
Accounting auditing	3/13/01	DMG MAXIMUS	01002578	Work on the Metropolitan Council Actual 2000 Central Services	\$25,000.00
Consultant	6/25/01	LARSON CONSULTING	01006489	Professional Services Support for Magic HelpDesk Software(R	\$2,500.00
Consultant	11/2/01	CONFLICT MGMT PROVIDERS	01010973	Difficult Conversation Four-Part Workshop for up to 25 Participa	\$3,000.00
Consultant	1/9/01	AWARDS BY HAMMOND, INC	01000231	Services -- on an as-needed basis -- for Council's Communicati	\$3,500.00
Consultant	2/20/01	METRO CABLE NETWORK	01001906	2001 distribution fees - public agency - 30 minutes for 52 weeks	\$4,500.00
Consultant	9/5/01	ROWEKAMP ASSOC	01008914	MIGRATING TO ARCVIEW 8.1 TRAINING. TRAINING DATES	\$4,600.00
Consultant	11/20/01	ROWEKAMP ASSOC	01011605	Training Class - Migrating to ArcView 8.1 - Training Dates - Dec	\$4,600.00
Consultant	1/9/01	MN CLIPPING SERVICE	01000229	Services -- on an as-needed basis -- for Council's Communicati	\$5,000.00
Consultant	4/20/01	ONTRACK DATA INTL	01004192	Data Recovery - Initial Assessment	\$5,000.00
Consultant	11/26/01	CAT COMPUTERS INC	01011562	Analysis of Terminal Server TS Environment	\$5,200.00
Consultant	11/26/01	CAT COMPUTERS INC	01011562	Analysis of Terminal Server TS Environment	\$5,200.00
Consultant	9/5/01	JADE TECH INC	01008919	COUNCIL STAFF SAS SOFTWARE TRAINING. TRAINING D	\$5,250.00
Consultant	1/9/01	PR NEWSWIRE INC	01000234	RA - Services -- on an as-needed basis -- for Council's Commu	\$7,000.00
Consultant	4/3/01	ARCHIVES	01003453	Tape and Cartridge Storage and Daily Cycling per instruction fro	\$8,000.00
Consultant	10/4/01	SINTAURUS	01009938	Oracle training at \$320 per day	\$8,000.00
Consultant	10/24/01	LARSON CONSULTING	01010646	Consulting Services for Support MagicAmount not to exceed \$	\$9,450.00
Consultant	4/3/01	SYNTAX INC	01003455	Consulting and Maintenance time for Citrix systems purchased	\$9,900.00
Consultant	11/5/01	WICKLUND,DENNIS P	01011045	CONSULTING SERVICES TO DEVELOP A COMPREHENSIV	\$10,000.00
Consultant	6/1/01	HANSCOME, RON	01005671	HR Strategic Planning Consultation	\$12,000.00
Consultant	2/7/01	JACK DOOLITTLE & ASSOC INC	01001510	CONSULTANT SERVICES TO ASSIST IN THE RECRUITMEN	\$15,000.00
Consultant	4/6/01	COMPUTER RESEARCH SERVICES INC	01003630	Installation of Support Magic 7.0 Converison of exisitng code for	\$15,000.00
Consultant	5/4/01	ELERT AND ASSOC	01004690	Consulting Services (Scope of Work Attached)	\$16,080.00
Consultant	1/12/01	SUNGARD RECOVERY SERVICES INC	01000497	Annual fee for Recovery Services Agreement beginning 1/01/01	\$16,968.00
Consultant	12/21/01	SUNGARD RECOVERY SERVICES INC	01012698	Annual fee for Recovery Services Agreement beginning 1/01/02	\$17,820.00
Consultant	9/20/01	STACY BECKER CONSULTING SVC	01009512	Performance of work as outlined in attached Proposal to the Me	\$21,900.00
Consultant	9/13/01	SINTAURUS	01009109	Five Day Training course "Oracle Developer Forms" for up to 12	\$22,400.00
Consultant	12/5/01	ANALYSTS INTL	01012015	Integral Support for HRIS project (Year end updates and table c	\$34,500.00
Contractual services other	1/3/01	REMOTE SYSTEMS	00013217	Professional Services for Metropolitan Council Communications	\$2,500.00
Contractual services other	1/3/01	WHISTLING MOUSE	00013222	Professional Services for Metropolitan Council Communications	\$3,000.00
Contractual services other	1/3/01	STAFFORD, PAUL	00013225	Professional Services for Metropolitan Council Communications	\$3,000.00
Contractual services other	1/3/01	JACOBS,CINDY	00013221	Professional Services for Metropolitan Council Communications	\$4,000.00
Contractual services other	2/8/01	ACOUSTIC COMMUNICATION SYSTEMS	01001530	Professional/Technical services for evaluting audio/visual needs	\$4,400.00
Contractual services other	8/24/01	SPC COMMUNICATIONS	01008597	Maintance coverage for Metro Plant site, coverage prorated 110	\$4,852.10
Contractual services other	1/3/01	DESIGN CONSORTIUM, THE	00013224	Professional Services for Metropolitan Council Communications	\$5,000.00
Contractual services other	1/3/01	MARGGRAPHICS	00013238	Professional Services for Metropolitan Council Communications	\$5,000.00

Report on Consultant Activity, 2001
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EXP. TYPE	ISSUE DATE	VENDOR NAME	PO #	ITEM DESCRIPTION	TOTAL AMOUNT
Contractual services other	12/31/01	WIGLEY, GRIFF	01012908	Moderating the on-line forum for the Metropolitan Council.	\$5,500.00
Contractual services other	1/3/01	POLL, DONN	00013256	Professional Services for Metropolitan Council Communications	\$6,000.00
Contractual services other	1/4/01	BROWNSWORTH INC	01000131	Labor services for the month of November, 2000. Regular hours	\$6,574.00
Contractual services other	1/3/01	HOLD THAT THOUGHT	00013219	Professional Services for Metropolitan Council Communications	\$7,000.00
Contractual services other	3/27/01	RED DESIGN	01003164	Design work for the Council's web site to reflect the Smart Grow	\$7,500.00
Contractual services other	1/3/01	PARSONS, JIM	00013229	Professional Services for Metropolitan Council Communications	\$10,000.00
Contractual services other	1/3/01	ROBSON, WENDY RUSS	00013230	Professional Services for Metropolitan Council Communications	\$10,000.00
Contractual services other	1/31/01	CURIOSITY PRODUCTIONS	01001191	Produce, edit and script an 8-minute video describing the Met C	\$10,350.00
Contractual services other	11/5/01	OFFICE OF ADMINISTRATIVE HEARINGS	01011063	FOR SERVICES OF AN ADMINISTRATIVE LAW JUDGE (ALLA	\$11,018.00
Contractual services other	1/23/01	MN SATELLITE AND TECHNOLOGY	01000880	Creation of a 12 Minute Transit Video	\$11,114.00
Contractual services other	10/2/01	GRAYBOW COMMUNICATIONS	01009871	Audio/visual technician labor hours to support the use of the Co	\$11,375.00
Contractual services other	2/22/01	Cavanaugh Tocci Associates	00P0173	Acoustical Consultant Services	\$15,000.00
Contractual services other	1/3/01	JUCKEL, MARK	00013223	Professional Services for Metropolitan Council Communications	\$17,500.00
Contractual services other	1/3/01	CHAN, MARGARET	00013220	Professional Services for Metropolitan Council Communications	\$18,000.00
Contractual services other	1/4/01	Shen, Milsom, & Wilke/ Paoletti	00P0172	Acoustical Consultant Services	\$18,500.00
Contractual services other	4/27/01	TELERIDE INC	01004427	Initial Contract Development to purchase the rights to access VA	\$20,000.00
Contractual services other	12/17/01	SAFE SOFTWARE INC	01012496	SpatialDirect	\$22,000.00
Contractual services other	11/26/01	LJT INSURANCE CONSULTANTS	01011675	ASSISTANCE WITH PROPERTY INSURANCE RENEWAL, P	\$22,500.00
Contractual services other	3/20/01	ARCH WIRELESS	01002855	Annual order for pager rental for Community Development. To c	\$22,834.00
Contractual services other	2/5/01	BI, a trade name of Schoeneckers, Inc.	00P0161	Development of Merchandising Program	\$24,500.00
Contractual services other	1/8/01	ColdSnap Photography	00P0159	Photography/Video for Smart Growth	\$24,770.00
Contractual services other	1/3/01	DESICON	00013237	Professional Services for Metropolitan Council Communications	\$25,000.00
Contractual services other	4/30/01	Moss Cairns	00P0153	Smart Growth Twin Cities Visual Preference Workshops	\$26,375.00
Contractual services other	1/3/01	LANDKAMER, JEANNE	00013228	Professional Services for Metropolitan Council Communications	\$28,900.00
Contractual services other	6/8/01	TELERIDE INC	01005929	Outstanding amount of administrative fee per Memorandum of U	\$30,000.00
Contractual services other	1/8/01	HUNTER, JOSEPH	00013216	Professional Services for Metropolitan Council Communications	\$32,600.00
Contractual services other	1/3/01	FITZ, JANE E	00013227	Professional Services for Metropolitan Council Communications	\$34,800.00
Contractual services other	1/3/01	ARCHWING INNOVATIONS LLC	00013218	Professional Services for Metropolitan Council Communications	\$35,000.00
Contractual services other	8/14/01	MN BROADCASTERS ASSN	01008113	Provide non-commercial radio announcements for Smart Growth	\$35,000.00
Contractual services other	6/6/01	Minnesota Center for Survey Research	01P008	Twin Cities Annual Survey	\$36,456.00
Contractual services other	1/23/01	Mr. Wolf	00P0169	Assessment and Strategic Planning for Web Site	\$42,000.00
Temporary help	8/13/01	SPHERION	01008060	Steve Feister Temporary Services as Required for Community D	\$6,095.00
Temporary help	1/29/01	JEANE THORNE TEMPORARY SERVICE	01001079	Linda Metz (Rick Gelbmann - Comm Devlpmt/GIS) temporary	\$9,158.00
Temporary help	10/18/01	SPHERION	01010491	Steve Feister Temporary Services as Required for Community D	\$15,215.00
Temporary help	1/30/01	JEANE THORNE TEMPORARY SERVICE	01001125	Sarah Karman (Risk Mgmt - Jim Lunde) temporary services @	\$26,585.00
Software maintenance	5/25/01	ZASIO ENTERPRISES INC	01005453	ZSW01 2SU Versatile Software Support - Unlimited User	\$2,645.00
Software maintenance	10/23/01	NETWORK ASSOCIATES	01010603	SLPSHM-AC PrimeSupport Connect Coverage for Sniffer Pro L	\$2,699.00
Software maintenance	9/12/01	MIDWAVE	01009220	Software Subscription for Software Solutions includes version u	\$2,863.67
Software maintenance	2/27/01	CORVU NORTH AMERICA INC	01002128	Annual Maintenance Renewal (3/1/2001 to 2/28/2002)	\$3,402.00
Software maintenance	5/15/01	MIDWEST SYSTEMS INC	01005075	SS-CPVP-VFM-U Software Subscription for Software Solutions	\$3,974.00
Software maintenance	7/31/01	SAGENT TECHNOLOGY INC	01007658	Annual Maintenance (5/12) for WebLink, Crystal Reports, Acce	\$4,050.00
Software maintenance	1/17/01	HUMMINGBIRD COMMUNICATIONS	01000627	NC EX, Exceed Multiplatform Intel Multi VO.7.0.0 Maintenance	\$4,305.60

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EXP. TYPE	ISSUE DATE	VENDOR NAME	PO #	ITEM DESCRIPTION	TOTAL AMOUNT
Software maintenance	12/21/01	INMAGIC INC	01012620	Maintenance for DB/TextWorks 5-User: Serial # DB10-186-007	\$4,434.00
Software maintenance	1/30/01	HALLBERG INFORMATION SERVICES	01001162	InMagic Maintenance 2000	\$5,401.00
Software maintenance	12/20/01	SYBASE IAD DIV	01012646	Sybase PowerBuilder Enterprise Windows Annual USP Renewa	\$7,095.00
Software maintenance	6/13/01	INNOVATION DATA PROCESSING	01006090	Software License for IAM - Service and Support. Agreement 6/	\$7,920.00
Software maintenance	12/21/01	PRECISE SOFTWARE SOLUTIONS	01012619	Precise SQL Support (August 1 to July 31, 2001)	\$7,920.00
Software maintenance	11/6/01	SYNTAX INC	01011153	Annual Support Cost for Base Server: ECS-00F4-9439-E13D-0	\$8,845.00
Software maintenance	6/12/01	CITRIX SYSTEMS	01006024	EDS-00F4-9959-8280-001235 MetaFrame 1.8 for Windows wit	\$9,186.29
Software maintenance	3/27/01	SYBASE IAD DIV	01003205	PD731USP PowerDesigner Data Architect w/Metaworks	\$10,685.00
Software maintenance	5/10/01	SOFTWARE HOUSE INTL	01004954	ArcServe 7.0 NW Backup Agent (See attached quote #68703)	\$11,135.00
Software maintenance	10/17/01	COMPUWARE CORP	01010448	Annual Maintenance on Compuware Viewing Facility for the IBM	\$11,325.00
Software maintenance	2/15/01	WRQ REFLECTION	01001793	004-031774 RREG-ALL MTC/B Refl Regis Graphics Mnt Conc	\$12,848.40
Software maintenance	4/2/01	IBM CORP	01003376	Annual AIX Support Line Service 3/30/01-3/29/02	\$14,394.00
Software maintenance	6/25/01	EMBARCADERO TECHNOLOGIES INC	01006485	DBArtisan for Sybase and MS SQL Maintenance Contract 6/30	\$16,000.00
Software maintenance	5/22/01	COMPAQ COMPUTER CORP	01005337	Compaq/Digital annual software maintenance for the ES VAX sy	\$17,745.18
Software maintenance	10/4/01	INFORMATION BUILDERS INC	01009996	Annual Maintenance for Basic System software for the VAX 781	\$20,218.00
Software maintenance	5/25/01	PEOPLESOF	01005450	Software Maintenance and Support Fees for PeopleSoft (6/24/2	\$21,282.30
Software maintenance	1/24/01	MANTECH SYSTEMS SOLUTIONS CORP	01000929	Base System Maintenance for TIPS at Metro Transit	\$25,000.00
Software maintenance	12/13/01	MANTECH SYSTEMS SOLUTIONS CORP	01012191	Base System Maintenance, Customization Maintenance and Te	\$25,000.00
Software maintenance	6/25/01	NETWORK ASSOCIATES	01006477	MHXAAE-AE Magic Help Desk-Enterprise Edition SUB	\$26,537.55
Software maintenance	9/19/01	CYBORG SYSTEMS INC	01009421	Cyborg Solution Series Maintenance - Silver Plan 11/01/01 to 10	\$29,832.68
Software maintenance	12/24/01	THERMO LABSYSTEM INC	01012745	Annual Support for SampleManager license (1-16)	\$32,940.00
Software maintenance	9/19/01	ENVIRONMENTAL SYSTEMS RESEARCH INSTITU	01009426	Maintenance for period 10/01/2001 to 9/30/2002 for Environmen	\$34,607.30
Software maintenance	1/22/01	TRAPEZE SOFTWARE GROUP INC	01000767	Trapeze-FX Base License (400-749 weekly peak vehicles) 20 w	\$41,950.00
Consultant	2/27/01	PEOPLESOF	01002133	CONSULTING SERVICES	\$5,200.00
Temporary help	12/11/01	INSURANCE OVERLOAD SYSTEMS	01012265	Terry Gruzebeck Temporary Services as Required for Risk Man	\$21,000.00
Temporary help	5/7/01	KIM BURMEISTER & ASSOC INC	01003347	Alvina Schmidt Temporary Services as Required for Risk Manag	\$38,211.00
General Fund Subtotal, Contractual Purchases Between \$2,500 and \$50,000					\$1,607,991.07
General Fund Subtotal, Purchases (Not Shown) Less Than \$2,500					\$51,550.42
General Fund Subtotal, Contractual Purchases Less Than \$50,000					\$1,659,541.49

METROPOLITAN TRANSPORTATION SERVICES

TRANSIT ADMINISTRATION FUND

Consultant	4/19/01	MULTISYSTEMS	01002357	Software maintenance and telephone support agreement for M	\$3,250.00
Consultant	12/11/01	PARSONS BRINCKERHOFF QUADE & DOUGLAS	01012238	FOR THE SERVICES OF ROBERT SPILLAR: TO ASSIST, AS	\$5,775.00
Consultant	1/9/01	EAC HELICOPTERS	01000313	Charter Flight Work for Fall of 2000.	\$12,500.00
Contractual services other	6/7/01	RENNER COMMUNICATIONS	01005894	Develop communication plan for smart growth/rural issues, cost	\$5,000.00
Software maintenance	10/23/01	MULTISYSTEMS	01010400	Dan Bower will come out to provide technical support and neces	\$2,616.87

METRO MOBILITY

Contractual services other	3/5/01	MN Dept of Admin - Mgmt Analysis Div	00P0154	Metro Mobility Customer Satisfaction Survey	\$30,875.00
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EXP. TYPE	ISSUE DATE	VENDOR NAME	PO #	ITEM DESCRIPTION	TOTAL AMOUNT
METRO COMMUNTER SERVICES					
Consultant	1/9/01	MULTISYSTEMS	01000330	Zip code update for MN	\$2,750.00
Contractual services other	1/23/01	COMMUTER CHECK SERVICES CORP	01000883	Advancement for Commuter Check Face Value Discounts and F	\$20,000.00
Metropolitan Transportation Services Subtotal, Contractual Purchases Between \$2,500 and \$50,000					\$82,766.87
Metropolitan Transportation Services Subtotal, Purchases (Not Shown) Less Than \$2,500					\$10,634.74
Metropolitan Transportation Services Subtotal, Contractual Purchases Less Than \$50,000					\$93,401.61
HOUSING AND REDEVELOPMENT AUTHORITY (Metro HRA)					
Consultant	11/26/01	NAN MCKAY & ASSOCIATES INC	01011667	FOUR (4) DAYS PUBLIC HOUSING AND SECTION 8 FINANC	\$8,275.00
Contractual services other	3/30/01	GARDEN AND ASSOCIATES	01003340	Sign Language as needed for HRA	\$2,500.00
Contractual services other	5/17/01	ASIAN TRANSLATIONS INC	01005178	Open po for Translation Services for HRA	\$2,500.00
Contractual services other	8/3/01	ASIAN TRANSLATIONS INC	01007812	TRANSLATING SERVICES AS NEEDED BY HRA	\$7,345.00
Contractual services other	5/31/01	RAMSEY CTY PUBLIC HEALTH	01005577	LEAD BASED PAINT TESTING AND MONITORING SERVICE	\$8,000.00
Contractual services other	8/10/01	ASIAN TRANSLATIONS INC	01008020	Translation Services as Required for HRA.	\$8,356.00
Contractual services other	3/23/01	YANNARELLY, JIM	01003096	Vendor will provide Lead Safe Work Pratices Training	\$12,500.00
Temporary help	11/8/01	SPHERION	01011205	Falesha Smith Temporary Services as Required for Metro HRA	\$16,945.00
Consultant	10/30/01	PEOPLESOFT	01010880	Consulting for platform planning for the HRIS Project	\$45,000.00
Contractual services other	4/27/01	TRIGGS APPRAISAL INC	01004369	Property Appraisal and related work as required.	\$45,000.00
Contractual services other	4/27/01	Triggs Appraisal Inc.	00P0158	Family Affordable Housing Program Appraisal Services	\$45,000.00
Housing and Redevelopment Authority Subtotal, Contractual Purchases Between \$2,500 and \$50,000					\$201,421.00
Housing and Redevelopment Authority Subtotal, Purchases Less Than \$2,500					\$7,928.15
Housing and Redevelopment Authority Subtotal, Contractual Purchases Less Than \$50,000					\$209,349.15
RADIO BOARD					
Consultant	6/6/01	JASINSKI, CHERI E	01005778	INTEROP TRAINING TEAM MEETING PREPARATION AND F	\$930.00
ENVIRONMENTAL SERVICES GENERAL OPERATIONS					
Laboratory	11/6/01	FRITZ, SHERILYN	01011150	Identify & enumerate 28 periphyton samples collected from river	\$2,800.00
Laboratory	12/12/01	FRITZ, SHERILYN	01012358	IDENTIFICATION AND ENUMERATION OF PERIPHYTON SA	\$3,200.00
Laboratory	12/27/01	UNITED HOSPITAL	01012731	Prepare and present 10 job family Job Task Analysis reports. Th	\$4,950.00
Contractual services other	4/24/01	WI STATE LAB OF HYGIENE	01004290	Lab Services as needed by MCES Safety Department through D	\$2,500.00
Contractual services other	10/15/01	MILLS, PAMELA A	01010362	Library cataloging, approximately 120 hours at \$17.50 per hour.	\$2,500.00
Contractual services other	9/4/01	RESCUE RESOURCES	01008826	Additional confined space audits	\$3,750.00
Contractual services other	5/22/01	WILLIAM M MERCER INC	01005350	Consulting Services for Post Retirement Funding; \$285.00 per h	\$4,845.00
Contractual services other	2/8/01	HALLBERG INFORMATION SERVICES	01001548	IN MAGIC CONSULTING SERVICES AS REQUIRED JANUAR	\$5,000.00
Contractual services other	3/30/01	HANNON SECURITY SERVICES INC	01003332	Security guard coverage for East Security Building for two week	\$5,133.60
Contractual services other	5/2/01	RESCUE RESOURCES	01004594	Provide audits on up to 12 confined space entries	\$6,000.00
Contractual services other	6/15/01	GENDLER, GAIL	01006191	Content review and editing of Environmental Policy Plan	\$8,000.00
Contractual services other	12/19/01	EMMONS & OLIVIER RESOURCES	01012249	CONSULTING SERVICES: DRAFTING THE METROPOLITAN	\$13,575.00

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EXP. TYPE	ISSUE DATE	VENDOR NAME	PO #	ITEM DESCRIPTION	TOTAL AMOUNT
Contractual services other	10/29/01	IKON OFFICE SOLUTIONS	01010859	MITA 3648R ANALOG LARGE FORMAT COPIER 36 MONTH	\$23,576.00
Contractual services other	11/5/01	TECHNIFORCE INC	01011066	Tom Tobolich: Temporary contracted services as required to pr	\$25,000.00
Contractual services other	7/9/01	WALK THE TALK CO	01006899	Positive Discipline Training for all MCES Managers per Attached	\$25,100.00
Temporary help	7/12/01	SCIENTIFIC STAFFING	01007017	David Hall - Temporary Services as Required 3/19/01 through 0	\$3,347.00
Temporary help	1/10/01	SCIENTIFIC STAFFING	01000337	Temporary services for Tim Brennan @ 18.75 per hour thru 12/	\$3,352.00
Temporary help	7/12/01	SCIENTIFIC STAFFING	01007019	Patrick Sherman - Temporary Services as Required 05/21/01 th	\$4,933.00
Temporary help	7/31/01	SPHERION	01007612	Debra Birchem - Temporary Services as Required for Wastewa	\$6,045.00
Temporary help	7/12/01	SCIENTIFIC STAFFING	01007023	Kelly Hansel - Temporary Services as Required 06/25/01 throug	\$6,241.00
Temporary help	1/9/01	SCIENTIFIC STAFFING	01000301	Jacquelyn Connor temporary services @ \$18.75/hour from 1/9	\$14,560.00
Temporary help	7/12/01	SCIENTIFIC STAFFING	01007012	Brian Ashman - Temporary Svices as required 4/26/01 through	\$14,758.00
Temporary help	7/12/01	SCIENTIFIC STAFFING	01007021	Joel Vettleson - Temporary Services as Required 06/11/01 throu	\$19,732.00
Temporary help	9/7/01	TECHNIFORCE INC	01008988	Gerry Kindom: Temporary contracted services as required to p	\$28,000.00
Security	5/22/01	HANNON SECURITY SERVICES INC	01005349	SECURITY GUARD SERVICES FOR WEST GATE 4/20/01 T	\$2,897.18

ENVIRONMENTAL SERVICES CAPITAL REVOLVING FUND

Contractual services other	3/23/01	GEO ENGINEERING CONSULTANTS INC	01002984	5 borings 25 foot deep per attached scope of work.	\$2,800.00
Contractual services other	12/31/01	106 GROUP LTD, THE	01012599	Scope of work -Archaeological investigation for the proposed Ha	\$29,700.00
Contractual services other	6/12/01	MIHELIC, DR JAMES	01006065	PROVIDE PRELIMINARY DESIGN INFORMATION AND RECO	\$7,400.00
Contractual services other	3/23/01	STS CONSULTANTS LTD	01002942	Soil borings for geotechnical disciplines.	\$7,766.00
Contractual services other	8/16/01	BRAUN INTERTEC	01007422	SOIL BORING & INVESTIGATION W/ REPORT & RECOMME	\$11,300.00
Engineering	7/14/01	Polaris Group, Inc.	00P0120	Sediment Transport Analysis in East Pretreatment Channels	\$24,620.00
Consultant	3/13/01	SUSTAINABLE WATERSHED STRATEGIES INC	01002587	Professional Services to assist MCES in working with Rosemoun	\$11,500.00
Engineering	3/20/01	BROWN AND CALDWELL	01002884	Professional Engineering Services for Process Evaluation and P	\$2,500.00
Engineering	3/20/01	MIDWEST ACOUSTICS & ELECTRONICS INC	01002841	Noise reduction recommendations for T&D and the Final Stabiliz	\$12,000.00
Engineering	5/29/01	WYATT ENGINEERING & DESIGN	01005431	CONSULTING SERVICES: \$145 PER HOUR PERSONAL AU	\$14,000.00
Contractual services other	12/6/01	ARCHAEOLOGICAL RESEARCH SERVICES	01011694	PHASE I ARCHAEOLOGICAL SURVEY OF ELM CRREK INT	\$2,500.00
Contractual services other	5/9/01	MCKINZIE METRO APPRAISAL	01004806	Appraisal Report "Rising Star Foods" A Humboldt & Glenwood/M	\$6,500.00
Contractual services other	11/19/01	GS SYSTEMS	01011491	Repair Wonderware Alarm problems at the Empire WWTP. (Ap	\$13,800.00
Contractual services other	3/30/01	AT&T CORP	01003329	REIMBURSEMENT AGREEMENT(11/30/99) AT&T PROJ #13	\$16,275.73
Contractual services other	2/23/01	Upgrades	01P016	Process Computer Group Assistance	\$42,000.00

Environmental Services Subtotal, Contractual Purchases Between \$2,500 and \$50,000

\$444,456.51

Environmental Services Subtotal, Purchases Less Than \$2,500 (Not Shown)

\$64,643.61

Environmental Services Subtotal, Contractual Purchases Less Than \$50,000

\$509,100.12

METO TRANSIT OPERATING FUND

Consultant	10/19/01	TRANSPORTATION RESOURCE ASSOCIATES	0000055622	Security Assessment per Scope of Work and Proposal dated 10	\$49,373.57
Consultant	9/20/01	CERES ENVIRONMENTAL SVSC	0000054811	Install Product Recovery Well System per contract 99062	\$29,989.40
Consultant	10/12/01	CERES ENVIRONMENTAL SVSC	0000055471	Remediation services for snelling to cover between Mar 15, 200	\$29,898.40
Consultant	3/1/01	INFORMATION REPORTING SERVICES	0000051442	BACKGROUND CHECK FROM 3/1/01-3/31/01 PER INV. #MT	\$29,700.00
Consultant	2/1/01	INFORMATION REPORTING SERVICES	0000050038	BACKGROUND CHECKS 2/1/01-3/1/01 PER INV. #MT-201	\$24,035.00
Consultant	8/10/01	CANADIAN URBAN TRANSIT ASSOC	0000053541	Advanced Schedule Planning Training, per proposal submitted b	\$22,000.00

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EXP. TYPE	ISSUE DATE	VENDOR NAME	PO #	ITEM DESCRIPTION	TOTAL AMOUNT
Consultant	4/1/01	INFORMATION REPORTING SERVICES	0000052097	BACKGROUND CHECK FOR 4/1/01-4/30/01 PER INV. #MT-4	\$18,042.00
Consultant	7/3/01	CENTURION SKILLS	0000052323	Transit Police Training; Invoice 139 dated 4/6/01.	\$17,787.71
Consultant	1/1/01	INFORMATION REPORTING SERVICES	0000048983	BACKGROUND CHECKS PER INV. #MT-101	\$16,975.00
Consultant	12/14/01	SPC COMMUNICATIONS	0000057436	Annual Maintenance per agreement for Dytel Voice System	\$14,700.00
Consultant	9/5/01	INSTITUTE FOR FORENSIC PSYCH	0000054387	PSYCHOLOGICAL EXAMS	\$12,000.00
Consultant	5/1/01	INFORMATION REPORTING SERVICES	0000052836	BACKGROUND CHECKS FROM 5/1/01-5/15/01 PER INV. #M	\$11,145.00
Consultant	10/25/01	APPLIED ENVIRONMENTAL SCIENCES	0000055657	Asbestos Abatement Air Monitoring and Abatement Observation	\$11,000.00
Consultant	7/11/01	PLUS RELOCATION SERVICES	0000052745	Relocation Services for Ed Hunter; Invoice 060601AS	\$9,134.96
Consultant	7/11/01	PLUS RELOCATION SERVICES	0000052736	Relocation Services for Ed Hunter; invoice 061101AS	\$8,205.04
Consultant	1/16/01	INSTITUTE FORENSIC PSYCHOLOGY	0000047409	PSYCHOLOGICAL EXAMS FOR 8 POLICE OFFICER CAND	\$7,800.00
Consultant	10/9/01	LINWOOD CAPITAL LLC	0000055197	Advisory services per bid for diesel fuel price risk mgt; Oct 1, 20	\$5,472.00
Consultant	2/9/01	LINWOOD CAPITAL LLC	0000047987	ADVISORY SERVICES FOR METRO TRANSIT FUEL PRICE	\$5,000.00
Consultant	6/8/01	LINWOOD CAPITAL LLC	0000051958	Diesel Fuel Price Risk Management Program Advisory Services	\$5,000.00
Consultant	8/6/01	LINWOOD CAPITAL LLC	0000053450	Diesel Fuel Price Risk Mgt Advisory Service; Invoice dated Augu	\$5,000.00
Consultant	10/25/01	GADA & ASSOC INC	0000055840	ELECTRICAL, MECHANICAL, STRUCTURAL AND MISC FOR	\$4,837.34
Consultant	9/26/01	GADA & ASSOC INC	0000054950	Engineering for relocating A/C unit at snelling	\$4,387.50
Consultant	1/3/01	LINWOOD CAPITAL LLC	0000046909	ADVISORY SERVICES PER PROPOSAL; INVOICE DATED 1	\$4,104.00
Consultant	4/10/01	LINWOOD CAPITAL LLC	0000049939	MISC CONSULTANT SERVICES	\$4,104.00
Consultant	11/27/01	LINWOOD CAPITAL LLC	0000056800	Advisory services for diesel fuel price risk mgt program; Nov. 1,	\$4,104.00
Consultant	3/8/01	TOLTZ KING DUVALL ANDERSON & A	0000049099	STRUCTURAL ENGR TIME TO REVIEW 701 (REQ #66563) P	\$3,500.00
Consultant	3/20/01	PLUS RELOCATION SERVICES	0000050817	MISC PROFESSIONAL SERVICES PER INV. #77336, 3/20/01	\$3,487.02
Consultant	7/1/01	INFORMATION REPORTING SERVICES	0000054002	BACKGROUND CHECKS FROM 7/1/01-7/31/01 PER INV. #M	\$3,350.00
Consultant	8/10/01	PLUS RELOCATION SERVICES	0000053708	JULY INITIATIONS/PERSONAL MOVE/CHECK WRITING PER	\$3,030.00
Consultant	11/29/01	HAMMEL GREEN & ABRAHAMSON INC	0000056930	Construction Cost estimates for mechanical, electrical, and civil	\$2,760.00
Consultant	5/14/01	METRO COMMUNICATION SERVICE	0000051164	Reroute, reinstall and install new voice and data cable	\$2,745.00
Consultant	8/10/01	METHODIST HOSPITAL	0000055167	MISC HOSPITAL CHARGES ON 8/10/01, #42699065	\$2,572.40
Consultant	4/2/01	MANTECH SYSTEMS SOLUTIONS CORP	0000049743	PROGRAM FUNTIONALITY TO METRO TRANSIT WEBSITE.	\$2,500.00
Consultant	4/6/01	MANTECH SYSTEMS SOLUTIONS CORP	0000049918	PROGRAM "5 MINUTE ADJUSTMENT" FEATURE TO TRIP P	\$2,500.00
Consultant	4/27/01	ROOF SPEC INC	0000050674	Professional services to design roof replacement upper roof Nic	\$2,500.00
Consultant	4/27/01	ROOF SPEC INC	0000050676	Professional design lower office roof Nicollet PER INV. #46215	\$2,500.00
Consultant	5/31/01	VEDI ASSOC INC	0000051678	Design of the west parking area at MJR	\$2,500.00
Consultant	8/9/01	WOLFGRAM/KNUTSON ARCHITECTS LT	0000053707	Prepare plans and specifications for training room floor at OHB;	\$2,500.00
Maintenance	6/7/01	CUSTOM COMMUNICATIONS DESIGN	0000051897	APRIL 2001 BUS WATCH SERVICE	\$12,720.81
Maintenance	12/14/01	CUSTOM COMMUNICATIONS DESIGN	0000057434	Monthly PM Services for October 2001	\$11,721.32
Maintenance	7/23/01	CUSTOM COMMUNICATIONS DESIGN	0000053114	JUNE 2001 BUS WATCH SERVICE - INVOCIE #MCTO-062	\$11,230.85
Maintenance	9/18/01	CUSTOM COMMUNICATIONS DESIGN	0000054719	Bus Security Monthly Maintenance Cost for August per inv. #MC	\$11,024.67
Maintenance	4/9/01	CUSTOM COMMUNICATIONS DESIGN	0000049992	MARCH 2001 BUS WATCH SERVICE -CONTRACT #98043 P	\$10,858.95
Maintenance	6/11/01	CUSTOM COMMUNICATIONS DESIGN	0000051981	MAY 2001 BUS WATCH SERVICE -CONTRACT 98043 PER I	\$10,844.55
Maintenance	3/7/01	CUSTOM COMMUNICATIONS DESIGN	0000049011	JANUARY 2001 BUS WATCH SERVICE - INVOICE #MCTO-0	\$10,775.00
Maintenance	10/12/01	CUSTOM COMMUNICATIONS DESIGN	0000055477	Monthly PM Services for Sept. PER INV. #MCTO-065	\$10,544.48
Maintenance	4/3/01	CUSTOM COMMUNICATIONS DESIGN	0000049808	FEBRUARY 2001 BUS WATCH SERVICE - CONTRACT #980	\$10,248.32
Maintenance	9/4/01	BERNARD JACOB ARCHITECTS LTD	0000054342	Investigation and design for the replacement/up-grade of freight	\$4,900.00

Report on Consultant Activity, 2001

Contracts Less Than \$50,000

EXP. TYPE	ISSUE DATE	VENDOR NAME	PO #	ITEM DESCRIPTION	TOTAL AMOUNT
Maintenance	10/2/01	ACCUWARE INC	00000551491	Yr On Site Service Maintenance for Adtran MX2800 M1-3	\$3,080.00
Temporary help	4/6/01	ACCOUNTemps	0000049971	TEMPORARY LABOR - DAVID R. JOHNSON 2/5/01-4/13/01	\$18,446.00
Temporary help	4/10/01	ACCOUNTemps	0000050058	TEMPORARY LABOR - DAVID JOHNSON 4/16/01-5/4/01	\$5,520.00
Security	2/10/01	PINKERTON SYSTEMS	0000048989	ANNUAL MAINTENANCE AGREEMENT FOR ACCESS SYST	\$2,900.00
Contractual services other	1/17/01	Boarman Kroos Vogel Group	00P0167	Preliminary Project Planning - Transit Police Facility	\$34,220.00
METRO TRANSIT CAPITAL FUND					
Consultant	9/14/01	PRECISE SOFTWARE SOLUTIONS	01009310	In-house training from Precise Software Solutions	\$16,000.00
Engineering	8/10/01	Setter, Leach & Lindstrom	01P045	Design a New Lighting System for Heywood Garage and Office	\$33,615.00
Metro Transit Subtotal, Contractual Purchases Between \$2,500 and \$50,000					\$608,889.29
Metro Transit Subtotal, Purchases Less Than \$2,500 (Not Shown)					\$125,108.24
Metro Transit Subtotal, Contractual Purchases Less Than \$50,000					\$733,997.53

**Metropolitan Council Report on Consultant Activity
Summary of 2001 Consultant Activity by Division**

1/29/03

Contract Amount by Division

	Metropolitan Transportation				General	
	MCES	Metro Transit	Services	Metro HRA	Fund	Total
Contracts \$50,000 or Greater	\$127,792,192	\$27,071,467	\$71,348,248	\$290,000	\$6,390,802	\$232,892,709
Contracts \$2,500 - \$50,000	444,457	608,889	82,767	201,421	1,607,991	2,945,525
Contracts Less Than \$2,500	64,644	125,108	10,635	7,928	51,550	259,865
Total	\$128,301,293	\$27,805,464	\$71,441,650	\$499,349	\$8,050,343	\$236,098,099

Contract Activity by Size of Contract

	Metropolitan Transportation				General	
	MCES	Metro Transit	Services	Metro HRA	Fund	Total
Contracts \$50,000 or Greater	99.6%	97.4%	99.9%	58.1%	79.4%	98.6%
Contracts \$2,500 - \$50,000	0.3%	2.2%	0.1%	40.3%	20.0%	1.2%
Contracts Less Than \$2,500	0.1%	0.4%	0.0%	1.6%	0.6%	0.1%
Total	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%

Report on Consultant Activity
2002 Unified Operating Budget as Revised

Unit	Expense Type	Description	Total Budget
ENVIRONMENTAL SERVICES DIVISION			
ES Administration			
	Consultant	ES Admin - Reg'nl Environment Ptr	50,000
	Insurance	Insurance	375,000
	Contractual services other	ES Administration - Regional Environment Ptrsh	68,500
	Contractual services other	ES Admin Svcs - Iron Mountain Records Storage	12,200
	Contractual services other	ES Safety - Needs Assessment	18,000
	Contractual services other	ES Finance - Actuarial, Capital Planning Service	15,000
Environmental Planning			
	Laboratory services	Outside Laboratories for Special Analyses	96,090
	Security services	Security	5,000
	Contractual services other	EPE Units - Library, Seminars, Outreach	176,900
	Contractual services other	Lab - Couriers, Hazardous Material Disposal	45,050
Wastewater Operations			
	Computer services	Meter/Alarm System - Interceptor	\$20,000
	Consultant	Wastewater Admin - Prog Mgmt Assist	3,000
	Engineering services	Wastewater Admin - Contingencies	50,000
	Engineering services	Interceptor - Improvements, Inspections	30,400
	Engineering services	Metro Incineration - Air Emissions Reporting	25,000
	Engineering services	Metro Support Services - Training	35,500
	Engineering services	Empire - Plant Modifications	1,000
	Security services	Security	1,350,000
	Contractual services other	Interceptor - Assessments, Railroad Lease	35,500
	Contractual services other	East Area Plants - Process Computer Support	55,750
	Contractual services other	West Area Plants - Testing,	36,700
	Contractual services other	Metro Plant -Testing, Pest Control, Mediation	250,300
	Contractual services other	Metro Maintenance - Facilities, Plant Systems	176,000
Environmental Services Division Total			\$ 2,930,890

Note: all contractual services for the Environmental Services DivisionRegional Administration are funded by Environmental Services funds unless specifically noted.

1/6/02

Report on Consultant Activity
2002 Unified Operating Budget as Revised

Unit	Expense Type	Description	Total Budget
METRO TRANSIT			
Part A:			
Customer Services and Marketing			
		Pocket schedule production, video production, website, mailing services, etc.	
	Consultant		\$235,500
	Transit marketing	Advertising Fees	\$235,000
	Consultant	Telephone Info Center systems	\$13,500
	Transit marketing	Media Advertising	\$921,000
	Temporary help	Temporary help	\$2,000
	Contractual services other	Warehousing & Distribution Services for Pock	\$35,000
	Total Customer Services and Marketing		\$1,442,000
Human Resources			
		Recruiting & Retention Services- Occupational Health, Drug Testing, Employment Testing, Background Checks	
	Consultant		\$220,478
	Consultant	Job Search and Relocation	\$60,000
	Transit marketing	Recruitment Advertising	\$510,000
	Temporary help	Temporary help	\$3,500
	Total Human Resources		\$793,978
Engr. And Facilities			
		Petro fund form fees; testing fees for Air, Wells and Ground Water, UST testing; Misc. tech services	
	Consultant		\$244,000
	Consultant	Interior design consultant and Voice mail main	\$84,000
	Consultant	Tech. services-engineers; Testing Services incl	\$35,000
	Consultant	Appraisals and legal rulings/advice	\$15,000
	Temporary help	Temporary help	\$30,000
	Contractual services other	Sewer Cleaning, misc	\$184,500
	Total Engr. And Facilities		\$592,500
Service Development			
		Sector studies	\$80,000
	Consultant	Evaluate service route	\$149,395
	Temporary help	Data entry; temporary staff	\$32,000
	Consultant	Trapeze Trainer	\$25,000
	Consultant	Training service fees	\$67,750
	Total Service Development		\$354,145
Bus Transportation			
		Training and other Professional and Technical services	
	Consultant		\$70,000
	Contractual services other	Misc	\$2,500
	Consultant	Editing	\$5,000
	Temporary help	Temporary help	\$12,000
	Total Bus Transportation		\$89,500
Executive			
		Professional and Technical services	\$25,000
	Consultant		
	Temporary help	Temporary Help	\$9,000
	Consultant	Misc	\$25,000

Report on Consultant Activity
2002 Unified Operating Budget as Revised

Unit	Expense Type	Description	Total Budget
	Total Executive		\$59,000
Finance			
	Consultant	Audit Fees - Office of the State Auditor	\$60,000
	Consultant	Purchasing Dept.: testing fees	\$25,000
	Contractual services other	Bank Service Charge	\$0
	Contractual services other	Photo application	\$279,200
	Contractual services other	Misc	\$34,700
	Contractual services other	Other services	\$1,500
	Contractual services other	Microfilm processing fees	\$10,340
	Consultant	Diesel Fuel price risk management advisor	\$24,000
	Consultant	Print Shop Service Fees	\$7,000
	Temporary help	Temporary Help	\$30,000
	Total Finance		\$471,740
Bus Maintenance			
	Consultant	Boiler Licenses + transmission oil tests	\$6,525
	Consultant	Qualification development work service fees	\$25,300
	Contractual services other	Paper and oil filter recycling	\$1,700
	Contractual services other	Misc	\$101,169
	Consultant	Chemical testing, EPA, OSHA testing	\$1,000
	Total Bus Maintenance		\$135,694
Safety			
		Hazardous information services; System safety support - bus and rail; Ergonomics training	
	Consultant		\$61,700
	Total Safety		\$61,700
Part A: SubTotal Consulting Fees - Operating			\$4,000,257
Part B: Metro Transit Contract Services - Operating Expenses			
Engr. And Facilities			
		Emergency Repair - Electrical Contractor	
	Consultant	Fees and Elevator service	\$21,000
	Consultant	Electrical Contractor Fees and Pest Control.	\$13,000
		Elevator service, Repair, Pest control, Viking	
	Consultant	Sprinklers, Cummins, Electrical contractor	\$106,200
	Security	Alarm Monitoring System	\$13,600
	Contractual services other	Pager maintenance, & air time	\$30,000
	Total Engr. And Facilities		\$183,800
Part B: Metro Transit Contract Services - Operating Expenses			
Finance			
	Security	Armored Car Service Fees	\$101,900
	Security	Alarm monitoring services	\$0
	Contractual services other	Service Fees for Transit Stores	\$40,000
	Total Finance		\$141,900
Police Security - Public Safety			
	Security	Building Security Alarms/Equipment Systems	\$181,600
	Security	Other Services	\$20,000

Report on Consultant Activity
2002 Unified Operating Budget as Revised

Unit	Expense Type	Description	Total Budget
	Consultant	Psychological exams, and contract w/police	\$8,100
	Consultant	Firearms Training	\$36,500
	Total Police Security - Public Safety		\$246,200
Part B: SubTotal Contract Maintenance Fees - Operating			\$571,900
Total Metro Transit Operating Services Expenses			\$4,572,157

1/27/02

Report on Consultant Activity
2002 Unified Operating Budget as Revised

Unit	Expense Type	Description	Total Budget
TRANSPORTATION PLANNING			
Transit Administration Fund			
Consultant		Consultant: freight flow analysis	\$160,000
Consultant		Consultant: travel behavior forecasting	120,000
Consultant		Consultant: corridor studies	100,000
Consultant		Consultant: transportation planning	400,000
Consultant		Consultant: airport planning	176,000
Consultant		Consultant: customer survey	13,000
Consultant		Consultant: vehicle occupancy study	30,000
Consultant		Speakers	1,000
Contractual services other		Contracted services--other	50,000
Temporary help		Temporary help	20,000
Total Transit Administration Fund			<u>\$1,070,000</u>
Regular Route			
Accounting & auditing		Accounting/auditing external	\$28,000
Consultant		Graphics/design for marketing	13,000
Total Regular Route			<u>\$41,000</u>
Metro Mobility			
Computer services		Computer services	5,760
Consultant		Consultant: customer survey	25,000
Consultant		Consultant: functional assessments	60,000
Consultant		Consultant: eligibility studies	35,000
Consultant		Consultant: AVL and trip software	60,000
Contractual services other		Contracted services--other	4,000
Temporary help		Temporary help	20,000
Software maintenance		Software maintenance	125,000
Total Metro Mobility			<u>\$334,760</u>
Metro Commuter Services			
Consultant		Graphics/design for marketing	25,000
Contractual services other		Contracted services--other	3,250
Software maintenance		Software maintenance	6,750
Total Metro Commuter Services			<u>\$35,000</u>
Travel Management Orgs.			
Contractual services other		Contracted services--other	467,500
Total Travel Management Orgs.			<u>\$467,500</u>
Transportation Planning Total			<u><u>\$1,948,260</u></u>

1/6/03

Report on Consultant Activity
2002 Unified Operating Budget as Revised

Unit	Expense Type	Description	Total Budget
POLICY ALIGNMENT AND DEVELOPMENT			
Division Management			
	Reinvestment (funds from Mpls. Foundation)		\$87,500
	Reinvestment special projects		299,000
	Total Division Management		386,500
Geographic Information Systems			
	Consultant	GIS Consultant	201,417
	Contractual services other	Metro GIS Data Maintenance	75,000
	Contractual services other	Data maintenance: street centerline	50,000
	Contractual services other	Regional data access, Metro GIS	40,000
	Total Geographic Information Systems		366,417
Research			
	Contractual services other	Data purchase: NSP, Dodge, aprt. Search,	71,000
Regional Growth Strategies			
	Consultant	Blueprint development	86,325
	Contractual services other	Vendor space, outreach	1,500
	Contractual services other	River Pool 2	297,284
	Total Regional Growth Strategies		385,109
Smart Growth Twin Cities			
	Calthorpe contract carryforward		360,127
Parks			
	Contractual services other	Park monitoring and eval. program	41,000
Planning and Technical Assistance			
	Consultant	Technical assistance	300,000
	Contractual services other	Vendor space, outreach	1,500
	Total Planning & Technical Assistance		301,500
Housing and Livable Communities			
	Consultant	Mayors Housing Task Force	5,000
	Consultant	Livable Communities Advis. Commt.	5,000
	Consultant	Senior housing development	12,000
	Total Housing and Livable Communities		22,000
Metropolitan Housing and Redevelopment Authority			
HRA - Rental Assistance Programs			
	Accounting & auditing	Annual audit	14,000
	Contractual services other	Contracted services other	25,000
	Contractual services other	Interpreter services	15,000
	Temporary help	Temporary help	60,000
	Total HRA		114,000
Family Affordable Housing Program			
	Accounting & auditing	Annual audit	10,300
	Contractual services other	Realtor services	6,000
	Softwear maintenance	Software maintenance	225
	Total FAHP		16,525
Policy Alignment and Development Total			\$2,064,178
Policy Alignment and Development General Fund (excl'd. HRA, FAHP)			1,933,653

Report on Consultant Activity
2002 Unified Operating Budget as Revised

Unit	Expense Type	Description	2002 Budget
REGIONAL ADMINISTRATION			
Legal Office			
	External legal services	External legal services	\$1,041,000
	Contractual services other	Real Estate Services	59,000
	Contractual services other	Court Reporter Services	9,000
	Total Legal Office		<u>\$1,109,000</u>
Office of Diversity			
	Consultant	WBE certifications, investig.	\$44,000
Human Resources - Administration			
	Consultant	Consultant	\$5,000
Human Resources - Labor Relations			
	Consultant	Labor negotiations	10,000
	Consultant	Benefits consultant	25,000
	External legal services	Arbitration, hearing officer	15,000
	External legal services	Other contractual services	5,000
	Contractual services other	Flex spending admin.	30,000
	Total Human Resources - Labor Relations		<u>\$85,000</u>
Human Resources - Learning and Organizational Development			
	Consultant	Executive Success Profile	4,000
	Consultant	Computer training for employees	65,840
	Consultant	GIS Archview/info training	20,000
	Consultant	Web-based CBT	15,000
	Consultant	Management/empl. Develop. training	13,000
	Consultant	Organization development consult.	13,000
	Consultant	Health minute tables	11,000
	Consultant	Fit for Life	24,000
	Contractual services other	Profilor processing	5,000
	Contractual services other	Employee Assistance Program	75,000
	Contractual services other	Health Screening	30,900
	Contractual services other	Shape-up Challenge coordination	1,800
	Contractual services other	Speakers for Health Education	1,000
	Total Human Resources - Learning & Org. Development		<u>\$279,540</u>
Human Resources - Staffing and Compensation			
	Consultant	Consultant	20,600
	Contractual services other	Contractual services	10,000
	Temporary help	Temporary help	10,000
	Total Human Resources - Staffing and Compensation		<u>\$40,600</u>
Intergovernmental Relations			
	Consultant	Consultant Assistance	25,000
	Contractual services other	Intergovernmental relations services	100,000
	Total Intergovernmental Relations		<u>\$125,000</u>
Communications			
	Consultant	Consultant for Blueprint 2030	50,000
	Consultant	Meetings, forums, special events	28,000
	Contractual services other	Freelance writing, editing	57,500
	Contractual services other	Video Editing & Production	38,500
	Contractual services other	Audio Video service--on site	25,000
	Contractual services other	Web development/maintenance	115,000
	Contractual services other	Graphics--design, production	47,750

Report on Consultant Activity
2002 Unified Operating Budget as Revised

Unit	Expense Type	Description	2002 Budget
	Contractual services other	Communications research	18,000
	Contractual services other	News clips/broadcast dubs	7,000
	Contractual services other	Media Outreach	50,000
	Contractual services other	Regional transit marketing	22,000
	Temporary help	Temporary help	2,000
	Total Communications		<u>\$ 460,750</u>
Library			
		5202 Computer services--Library	\$ 15,000
Fiscal Services			
	Accounting & auditing	Annual audit by State Auditors	123,000
	Computer services	Comptr services-investment support	37,613
	Consultant	Peoplesoft implementation support	40,000
	Consultant	RFP for banking services	6,600
	Contractual services other	Fixed asset inventory support	20,350
	Contractual services other	Banking fees	172,975
	Total Fiscal Services		<u>\$400,538</u>
Information Services			
	Consultant	IS consultant	607,000
	Contractual services other	Contractual services/other	158,005
	Software maintenance	Software maintenance	1,428,700
	Total Information Services		<u>\$2,193,705</u>
Central Services			
	Consultant	Office space consultant	72,000
	Contractual services other	Office greenery maintenance	5,000
	Contractual services other	Courier services	38,000
	Contractual services other	Office reconfiguration	25,000
	Contractual services other	Convenience copiers maint.	40,000
	Contractual services other	Document storage	43,000
	Contractual services other	Pager services	15,000
	Contractual services other	Electrical work	5,000
	Contractual services other	Other services	16,000
	Temporary help	Temporary help	5,000
	Total Central Services		<u>\$264,000</u>
Risk Management			
	Consultant	Risk Program Development	25,000
	Temporary help	Temporary help	5,000
	Total Risk Management		<u>\$30,000</u>
Budget and Evaluation			
	Accounting & auditing	Accounting: Federal cost alloc. plan	18,000
	Consultant	Property tax records and reports	8,000
	Total Budget & Evaluation		<u>\$26,000</u>
REGIONAL ADMINISTRATION TOTAL			<u>\$5,078,133</u>

Note: all contractual services for Regional Administration are funded by the General Fund unless specifically noted.

12/10/02

Appendix H: 2003 Budget, Report on Consultant Activity
Environmental Services

Unit	Expense Type	Description	Total Budget
ENVIRONMENTAL SERVICES DIVISION			
General Managers Office			
	Consultant	Safety, actuarial, contingency	\$ 140,000
	Engineering		50,000
	Contracted Services/Other	Drug testing, Off-site records storage, contingency	99,500
	Insurance		775,000
	Contract Services Total		\$ 1,064,500
Treatment Services			
	Computer Services/Leased		\$8,000
	Engineering		20,000
	Contracted Services/Other	Staff training, emissions testing, process computer support	908,450
	Security		1,382,100
	Contracted Services/ Safety		7,200
	Contract Services Total		\$ 2,325,750
Interceptor Services			
	Computer Services/Leased		\$ 15,000
	Engineering		140,000
	Contracted Services/Other		91,000
	Temporary Help		5,000
	Contracted Services/ Safety		3,000
	Contract Services Total		\$ 254,000
Technical Services			
	Consultant	CAD system programming	\$ 3,000
	Engineering		60,000
	Contracted Services/Other	Drafting equipment services	7,600
	Contract Services Total		\$ 70,600
Environmental Quality Assurance			
	Consultant	Library support	\$ 9,000
	Laboratory		81,500
	Contracted Services/Other	Laboratory services, Odor sampling, Contingency	182,026
	Temporary Help		59,200
	Software Maintenance		1,300
	Contract Services Total		\$ 332,026
Environmental Services Total			\$ 4,047,876

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

11/25/02

Appendix H: 2003 Budget, Report on Consultant Activity

Metro Transit

Unit	Expense Type	Description	Total Budget
METRO TRANSIT BUS OPERATIONS			
Part A:			
Customer Services and Marketing			
		Pocket schedule production, video	
Consultant		production, website, mailing services, etc.	\$178,500
Transit marketing		Advertising Fees	\$300,000
Consultant		Telephone Info Center systems; web dev	\$31,500
Transit marketing		Media Advertising	\$157,925
Temporary help		Temporary help	\$2,000
Contractual services other		Warehousing & Distribution Services for Poc	\$35,000
Total Customer Services and Marketing			\$704,925
Human Resources			
		Recruiting & Retention Services-	
		Occupational Health, Drug Testing,	
Consultant		Employment Testing, Background Checks	\$370,478
Temporary help		Temporary help	\$3,500
Total Human Resources			\$373,978
Engr. And Facilities			
		Petro fund form fees; testing fees for Air,	
		Wells and Ground Water, UST testing;	
Consultant		Misc. tech services	\$215,060
Consultant		Interior design consultant and Voice mail ma	\$70,209
Consultant		Tech. services-engineers; Testing Services in	\$500,000
Temporary help		Temporary help	\$10,000
Contractual services other		Sewer Cleaning, misc	\$158,700
Total Engr. And Facilities			\$953,969
Service Development			
Consultant		Sector studies	\$15,000
Temporary help		Data entry; temporary staff	\$18,000
Consultant		Training service fees	\$50,000
Total Service Development			\$83,000
Bus Transportation			
		Training and other Professional and	
Consultant		Technical services	\$70,000
Contractual services other		Misc	\$27,000
Consultant		Editing	\$5,000
Temporary help		Temporary help	\$5,000
Total Bus Transportation			\$107,000
Executive			
Consultant		Professional and Technical services	\$239,850
Temporary help		Temporary Help	\$12,000
Consultant		Misc	\$52,500
Total Executive			\$304,350
Finance			
Consultant		Audit Fees - Office of the State Auditor	\$30,000
Consultant		Purchasing Dept.: testing fees	\$25,000
Contractual services other		Bank Service Charge	\$64,800
Contractual services other		Photo application	\$165,236
Contractual services other		Misc	\$2,500
Contractual services other		Other services	\$4,400

Appendix H: 2003 Budget, Report on Consultant Activity
Metro Transit

Unit	Expense Type	Description	Total Budget
	Contractual services other	Microfilm processing fees	\$2,075
	Consultant	Diesel Fuel price risk management advisor	\$24,000
	Temporary help	Temporary Help	\$50,703
	Total Finance		\$368,714
Bus Maintenance			
	Consultant	Boiler Licenses + transmission oil tests	\$5,125
	Consultant	Qualification development work service fees	\$25,300
	Contractual services other	Bus Watch Camera System	\$174,000
	Contractual services other	Paper and Oil Filter Recycling	\$6,700
	Contractual services other	Misc	\$93,634
	Consultant	Chemical testing, EPA, OSHA testing	\$1,000
	Total Bus Maintenance		\$305,759
Safety			
		Hazardous information services; System safety support - bus and rail; Ergonomics training	
	Consultant		\$16,200
	Total Safety		\$16,200
Part A: SubTotal Consulting Fees - Operating			\$3,217,895
Part B: Metro Transit Contract Services - Operating Expenses			
Engr. And Facilities			
	Consultant	Electrical Contractor Fees and Pest Control.	\$21,500
		Elevator service, Repair, Pest control, Viking Sprinklers, Cummins, Electrical contractor	\$361,086
	Security	Alarm Monitoring System	\$8,100
	Contractual services other	Snow Removal & Maintenance of Lots	\$308,020
	Total Engr. And Facilities		\$698,706
Part B: Metro Transit Contract Services - Operating Expenses			
Finance			
	Security	Armored Car Service Fees	\$97,609
	Contractual services other	Service Fees for Transit Stores	\$18,525
	Total Finance		\$116,134
Police Security - Public Safety			
	Security	Building Security Alarms/Equipment System	\$134,559
	Contractual services other	Other Services	\$50,750
	Consultant	Psychological exams, and contract w/police	\$8,100
	Consultant	Firearms Training	\$36,500
	Total Police Security - Public Safety		\$229,909
Part B: SubTotal Contract Maintenance Fees - Operating			\$1,044,749
Total Metro Transit Operating Services Expenses			\$4,262,644
METRO TRANSIT LIGHT RAIL TRANSIT OPERATIONS			
	Insurance		\$266,220

**Appendix H: 2003 Budget, Report on Consultant Activity
Metropolitan Transportation Services**

Unit	Expense Type	Description	Total Budget
METROPOLITAN TRANSPORTATION SERVICES			
Transit Administration Fund			
	Consultant	Consultant:	\$500,000
	Consultant	Speakers	1,000
	Contractual services other	Contracted services--other	55,000
	Temporary help	Temporary help	20,000
	Total Transit Administration Fund		<u>\$576,000</u>
Regular Route			
	Accounting & auditing	Accounting/auditing external	\$30,000
	Consultant	Graphics/design for marketing	15,000
	Total Regular Route		<u>\$45,000</u>
Metro Mobility			
	Computer services	Computer services	6,300
	Consultant	Consultant:	125,000
	Contractual services other	Contracted services--other	90,126
	Temporary help	Temporary help	20,000
	Software maintenance	Software maintenance	93,357
	Total Metro Mobility		<u>\$334,783</u>
Metro Commuter Services			
	Consultant		10,000
	Contractual services other	Contracted services--other	90,000
	Software maintenance	Software maintenance	65,000
	Total Metro Commuter Services		<u>\$165,000</u>
Metropolitan Transportation Services Total			<u>\$1,120,783</u>

11/25/02

**Appendix H: 2003 Budget, Report on Consultant Activity
Policy Alignment and Development**

11/25/02

Unit	Expense Type	Description	Total Budget
POLICY ALIGNMENT AND DEVELOPMENT			
Division Management			
	Contractual services other	Contractual services other	150,000
Geographic Information Systems			
	Consultant	GIS Consultant	\$75,000
	Contractual services other	Metro GIS data maintenance	35,000
	Contractual services other	Data maintenance: street centerline	50,000
	Contractual services other	Metro GIS data file enhancements	40,000
	Total Geographic Information Systems		200,000
Research			
	Contractual services other	Data purchase: NSP, Dodge, aprt. Search,	31,000
Parks			
	Contractual services other	Park monitoring and eval. program	20,000
Regional Growth Strategies			
	Consultant	Consultant services	50,000
Planning and Technical Assistance			
	Consultant	Local technical assistance support	107,793
Housing and Livable Communities			
	Consultant	Mayors Housing Task Force	15,000
	Consultant	Livable Communities Advis. Commt.	5,000
	Total Housing and Livable Communities		20,000
Metropolitan Housing and Redevelopment Authority			
HRA - Rental Assistance Programs			
	Accounting & auditing	Annual audit	14,000
	Consultant	Consultant services	20,000
	Contractual services other	Contracted services other	15,000
	Contractual services other	Interpreter services	25,000
	Temporary help	Temporary help	60,000
	Total HRA		134,000
Family Affordable Housing Program			
	Accounting & auditing	Annual audit	7,000
	Consultant	Consultant services	1,000
	External legal services	External legal services	2,140
	Contractual services other	Contractual services other	282,550
	Management services	Management company fees	83,903
	Total FAHP		376,593
Policy Alignment & Development Total			\$1,089,386

Appendix H: 2003 Budget, Report on Consultant Activity
Regional Administration

11/25/02

Unit	Expense Type	Description	2003 Budget
REGIONAL ADMINISTRATION			
Legal Office			
	External legal services	External legal services	\$1,375,256
	Contractual services other	Real Estate Services	56,000
	Contractual services other	Court Reporter Services	10,000
	Temporary help	Temporary help	4,000
	Total Legal Office		<u>\$1,445,256</u>
Office of Diversity			
	Consultant	WBE certifications, PFA issues, assist.	\$12,000
	Contractual services other	Contract investigations	<u>\$30,000</u>
	Total Diversity		<u>\$42,000</u>
Human Resources - Labor Relations			
	Consultant	Labor negotiations	5,000
	External legal services	Arbitration, hearing officer	7,500
	External legal services	Other contractual services	<u>5,000</u>
	Total Human Resources - Labor Relations		<u>\$17,500</u>
Human Resources - Learning and Organizational Development			
	Consultant	Computer training for employees	48,000
	Consultant	PeopleSoft upgrade computer training	17,500
	Consultant	GIS Archview/info training	17,500
	Consultant	Web-based CBT	10,000
	Consultant	Management/empl. Develop. training	26,000
	Consultant	Organization development consult.	10,000
	Consultant	Fit for Life/LOD Wellness seminars	1,500
	Contractual services other	Profilor processing	18,000
	Contractual services other	Employee Assistance Program	70,000
	Contractual services other	Health services	10,500
	Contractual services other	Fit for Life services	<u>5,000</u>
	Total Human Resources - Learning & Org. Development		<u>\$234,000</u>
Human Resources - Staffing and Compensation			
	Consultant	Consultant	7,000
	Contractual services other	Contractual services	<u>10,000</u>
	Total Human Resources - Staffing and Compensation		<u>\$17,000</u>
Human Resources - Benefits Admin.			
	Consultant	Benefits consultant	70,000
	Contractual services other	Flex spending admin.	<u>11,000</u>
	Total Human Resources - Benefits Admin.		<u>\$81,000</u>
Intergovernmental Relations			
	Consultant	Intergovernmental relations services	142,500
Communications			
	Computer services	Computer services--Library	10,000
	Consultant	Meetings, forums, special events	30,000
	Contractual services other	Freelance writing, editing	60,000
	Contractual services other	Video Editing & Production	40,000
	Contractual services other	Audio Video service--on site	35,000
	Contractual services other	Web design and development	50,000
	Contractual services other	Web hosting/maintenance	90,000

Appendix H: 2003 Budget, Report on Consultant Activity
Regional Administration

Unit	Expense Type	Description	2003 Budget
	Contractual services other	Graphics--design, production	50,000
	Contractual services other	Communications research	20,000
	Contractual services other	News clips/broadcast dubs	7,000
	Contractual services other	Media Outreach	50,000
	Contractual services other	Regional transit marketing	25,000
	Contractual services other	Marketing assistance	10,000
	Temporary help	Temporary help	2,000
	Total Communications		<u>\$ 479,000</u>
Fiscal Services			
	Accounting & auditing	Annual audit by State Auditors	131,210
	Computer services	Comptr services-investment support	38,271
	Consultant	Peoplesoft implementation support	25,000
	Contractual services other	Fixed asset inventory support	20,350
	Contractual services other	Banking fees	<u>171,358</u>
	Total Fiscal Services		<u>\$386,189</u>
Information Services			
	Computer services	Computer services --Compuserve	4,700
	Consultant	IS consultant	232,000
	Contractual services other	Contractual services/other	163,800
	Softwear maintenance	Software maintenance	<u>1,622,000</u>
	Total Information Services		<u>\$2,022,500</u>
Central Services			
	Consultant	Office space consultant	80,000
	Equipment repair	Equipment repair	2,000
	Contractual services other	Office greenery maintenance	5,000
	Contractual services other	Courier services	38,000
	Contractual services other	Office reconfiguration	25,000
	Contractual services other	Convienence copiers maint.	40,000
	Contractual services other	Document storage	43,000
	Contractual services other	Pager services	15,000
	Contractual services other	Electrical work	5,000
	Contractual services other	Other services	16,000
	Temporary help	Temporary help	<u>5,000</u>
	Total Central Services		<u>\$274,000</u>
Risk Management			
	Consultant	Contract reviews, risk consultant	40,000
	Temporary help	Temporary help	<u>7,000</u>
	Total Risk Management		<u>\$47,000</u>
Budget and Evaluation			
	Accounting & auditing	Accounting: Federal cost alloc. plan	17,000
Contracts and Procurement			
	Contractual services other	Contracted services	\$2,000
	Temporary help	Temporary help	<u>\$5,000</u>
	Total Contacts and Procurement		<u>\$7,000</u>
REGIONAL ADMINISTRATION TOTAL			<u>\$5,211,945</u>

Note: all contractual services for Regional Administration are funded by the General Fund unless specifically noted.

GLOSSARY

Metropolitan Council 2003 Unified Budget

Glossary

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 purposed.
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 Investments	See Capital Outlay
Capital Outlay	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 section within the Council responsible for providing duplicating and mailing services and office facilities.
Certified Levy	Total tax levy of a jurisdiction, which is certified to the County Auditor for collection from property owners.
Comprehensive Annual Financial Report	Audited financial statements of the Council.

Metropolitan Council 2003 Unified Budget

Glossary

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 7-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:
Agency Fund	To account for assets held by the government as an agent for individuals, private organizations, other governmental units and/or other funds.
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.

Metropolitan Council 2003 Unified Budget

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Debt Service Fund	To account for the accumulation of resources and payment of general obligation debt principal and interest.
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
General Fund	To account for revenues and expenditures necessary to carry out basic governmental activities such as administration, legal and fiscal services.
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.
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.
Reserved Funds	Legally segregated for a specific use. They are not available for discretionary appropriation due to the nature of the asset.
Unreserved Funds	<p><u>Designated Funds</u> - To establish tentative plans for or restrictions on the future use of financial resources.</p> <p><u>Undesignated Fund Balance</u> - the funds remaining after reduction for reserved and designated balances</p> <p>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.</p>
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

Metropolitan Council 2003 Unified Budget

Glossary

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	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 consisting of the seven metropolitan counties of Anoka, Carver, Dakota, Hennepin, Ramsey, Scott, and Washington. It is the area in which the Metropolitan Council has jurisdiction.

Metropolitan Council 2003 Unified Budget

Glossary

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	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	The commission that owns and operates the Hubert H. Humphrey Metrodome.
Motor Vehicle Excise Tax	The motor vehicle excise tax (or MVET) 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 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.
Ordinance	A formal legislative enactment by the governing body of a city, township or county.
Outcomes	Data to indicate program performance and effectiveness
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.
Regional Blueprint	The Council's strategic planning guide for regional development.

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Glossary

	The Regional Blueprint and related policy plans, guide the Council's decision making on such matters as highways, airports, parks and wastewater conveyance and treatment.
Section 8	A federal housing rental assistance program for low- and moderate-income people.
Smart Growth	Community design that integrates, rather than segregates and encourages people to be involved and neighborly, and that is walkable and transit friendly. Land uses and housing that meet the needs of people of all ages and incomes.
Software	Programs that are written to give a computer instructions to perform certain tasks.
Staff Complement	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

Metropolitan Council 2003 Unified Budget

Glossary

	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.