

LEGISLATIVE REFERENCE LIBRARY

HT394.T9 M47cx

Metropolitan Co - Metropolitan Council ... unified b



3 0307 00033 7231

# METROPOLITAN COUNCIL

## 2002 UNIFIED OPERATING BUDGET

Adopted December 19, 2001

HT394  
.T9  
M47cx  
2002

Publication Number 21-01-050

Minn. Stat. 473.13

## Metropolitan Council Members

Ted Mondale, Chair

Saundra Spigner – District 1

Todd Paulson – District 2

Mary Hill Smith – District 3

Julius C. Smith – District 4

Phil Riveness – District 5

Frank Hornstein – District 6

George Garnett – District 7

Carol Kummer – District 8

Natalie Haas Steffen – District 9

James W. Nelson – District 10

Roger Williams – District 11

Marc Hugunin – District 12

Daniel Galles – District 13

Lee Pao Xiong – District 14

Carolyn Rodriguez – District 15

John Conzemius – District 16

The mission of the Metropolitan Council is to improve regional competitiveness in the global economy so that this is one of the best places to live, work, raise and family and grow a business.

The Metropolitan Council coordinates regional planning and guides development in the seven-county area through joint action with the public and private sectors. The Council also operates regional services, including wastewater collection and treatment, transit and the Metro HRA – an affordable-housing service that provides assistance to low-income families in the region. Created by the Legislature in 1967, the Council establishes policies for airports, regional parks, highways and transit, sewers, air and water quality, land use and affordable housing, and provides planning and technical assistance to communities in the Twin Cities region.

---

Publication No. 21-01-050

### Metropolitan Council

Mears Park Centre  
230 East Fifth Street  
St. Paul, Minnesota 55101-1626

General: (651) 602-1000  
TTY: (651) 291-0904  
Metro Info Line: (651) 602-1888  
E-mail: [data.center@metc.state.mn.us](mailto:data.center@metc.state.mn.us)  
Website: [www.metrocouncil.org](http://www.metrocouncil.org)

Upon request, this publication will be made available in alternative formats to people with disabilities.

---

Printed with soy-based ink on recycled paper using at least 20% post-consumer waste

# Metropolitan Council 2002 Budget

RECEIVED

FEB 18 2002

LEGISLATIVE REFERENCE LIBRARY  
STATE OFFICE BUILDING  
ST. PAUL, MN 55155

BUDGET MESSAGE.....	1-1
MISSION AND ORGANIZATION.....	2-1
FINANCIAL RESOURCES AND BUDGET SUMMARY.....	3-1
-Budget Summary.....	3-1
-Budget Tables.....	
Table 1: 2000, 2001 & 2002 Operating, Passthrough and Debt Service Budgets .....	3-11
Table 2: Summary Budget, Operations, Passthrough and Debt Service.....	3-13
Table 3: 2002 Summary Budget for Council Operations, by Division.....	3-15
Table 4: 2002 Summary Budget, Environmental Services Division.....	3-17
Table 5: 2002 Summary Budget, Transportation Division.....	3-18
Table 6: 2002 Summary Budget, Community Development Division.....	3-20
Table 7: 2002 Summary Budget, Regional Administration.....	3-22
Table 8: 1998, 1999, 2000, 2001 & 2002 Revenue Detail for Operations.....	3-24
Table 9: Property Tax Levy History, 1998-2002.....	3-28
Table 10: Debt Service History, 1998-2002, Regional Bonding Authorizations .....	3-29
Table 11: Staffing History by Division, 2000-2002.....	3-35
 ENVIRONMENTAL SERVICES DIVISION.....	 4-1
 TRANSPORTATION DIVISION.....	 5-1
 COMMUNITY DEVELOPMENT DIVISION.....	 6-1
 REGIONAL ADMINISTRATION .....	 7-1
 BUDGET DEVELOPMENT AND ADOPTION PROCESS.....	 8-1
 APPENDICIES	
-A Passthrough Grant and Loan Programs, 1998-2002.....	9-1
-B Capital Outlay 2002 Proposed, 2003-2006 Projected .....	9-6
-C Interdivisional Cost Allocation Summary .....	9-7
-D 2002 Property Tax Levy Estimates.....	9-8
-E 2002 Budget by Fund .....	9-9
-F Service Level History.....	9-10
-G Wastewater Service Charges and Transit Fare History.....	9-14
-H Consultant Activity Report.....	9-17
• 2000 Professional Services Contracts.....	9-21
-Contracts of \$50,000 and Greater .....	9-21
-Contracts Less than \$50,000 .....	9-25
-Summary of 2000 Consultant Activity by Division .....	9-39
• 2001 Consultant and Contractual Services Budget as Revised .....	9-40
• 2002 Consultant and Contractual Services Budget.....	9-49
 GLOSSARY.....	 10-1

**Budget Message**

# ***Metropolitan Council 2002 Unified Budget Budget Message***

---

**Date:** December 19, 2001  
**To:** Ted Mondale, Chair and Metropolitan Council Members  
**From:** Jay Lindgren, Regional Administrator  
**Subject:** 2002 Metropolitan Council Unified Operating Budget

The 2002 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 Community Development, Environmental Services, Regional Administration and Transportation.

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 2002 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.

**2002 OPERATING BUDGET OVERVIEW**

Operating expenditures are proposed at \$382.5 million, up 10.64 percent from \$345.7 million in 2001. Grant and loan expenditures are proposed at \$54.9 million, down from \$59.1 million; and the budget for debt service is proposed at \$98.5 million, which is up from \$91.1 million in 2001.

The total budget for operations, grant and loans, and debt service is \$535.9 million, an increase of 8.1 percent from \$495.9 million in 2001.

The total combined 2002 property tax levy for all Council purposes is \$59.6 million, which is a 56.7 percent decrease from the 2001 levy of \$137.6 million. 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 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.

Property tax recommendations are at the levy limit for the Highway Right-of-Way program, the general operating levy, and the Livable Communities levies.

**TRANSPORTATION DIVISION**

The transportation budget is structured to support a growing transit system. Transit ridership and service are increasing, with Metro Transit being among the nation's fastest-growing bus systems. This is an integral part of the Council's 2020 Master Plan to double ridership and greatly expand transit service.

In addition, the budget continues staff 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, and substantial progress is expected in 2002. Operations will begin in late 2003.

In 2002, the division will continue restructuring transit service, linking transit to community development, enhancing transit performance, and implementing the 2020 Transit Master Plan.

**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 2002 budget is designed to restore balance with a focus on providing value-added services after three years of cost-savings and reorganization that resulted in a \$20 million expense reduction in 2001 from the 1998 baseline budget. The budget reductions and

corresponding rate reductions to customer communities improved MCES's competitive position in the industry and, at the same time, maintained the high quality performance and service that customers expect.

The 2002 budget supports MCES's focus on balance and value and includes the following: updates to the Regional Blueprint and Water Policy Plan, development of watershed-based master plans, and performance aimed at placing MCES among the best in class within the industry, while enhancing the region's water resources and overall environment.

#### **COMMUNITY DEVELOPMENT DIVISION**

In 2002, the Community Development Division will focus its resources, tools and incentives on pursuing Smart Growth objectives and implementing the goals of the Ventura Administration's Smart Growth Initiative. This will be accomplished through the work of Smart Growth Twin Cities.

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.

In 2002 the Council will provide grant and loans of \$54.9 million. Livable Communities grants will be \$14.3 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 2002 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 Smart Growth, light rail 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 2002 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 country 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, 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 2002 on its four primary Implementing Strategies to achieve its purpose.



**Mission &  
Organization**

## ***Metropolitan Council 2002 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 2002 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. Between 2000 and 2020, the Council anticipates an increase of 285,000 jobs, 270,000 households and 500,000 people, bringing the total population to 3.1 million. Instead of leaving the region's growth to chance, the Council's growth strategy, Metro 2040, calls for:

- Reducing sprawl by developing the seven-county area more compactly.
- Preserving key agricultural areas.
- Identifying an "urban reserve" for development after the year 2020.
- Revitalizing the region's urban core, and
- Targeting certain areas for job development.

Regional planning saves millions of dollars that would otherwise be spent on inefficient public services or unplanned growth. The 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:

## ***Metropolitan Council 2002 Unified Budget Purpose, Strategies, Organization and Structure***

---

- Treating 280 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 5,000 households through Section 8 and other affordable housing programs,
- 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: Community 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 Members

**Chair:** Ted Mondale

(651) 602-1453 o

Mears Park Centre  
230 East Fifth Street  
St. Paul, Minnesota 55101-1626

## District

- |   |   |
|---|---|
| <p><b>1</b> Saundra Spigner (763) 546-6135 h<br/>9615 – 29th Avenue North (612) 879-3773 o<br/>Plymouth, MN 55441-3245</p> <p><b>2</b> Todd Paulson (763) 561-3834 h<br/>6408 Willow Lane (763) 560-2122 o<br/>Brooklyn Center, MN 55430-1907</p> <p><b>3</b> Mary H. Smith (952) 475-1388 h<br/>515 Ferndale Road North<br/>Wayzata, MN 55391-1008</p> <p><b>4</b> Julius Smith (952) 443-2430 h<br/>3200 High Point Drive (952) 831-1788 o<br/>Chaska, MN 55318-9476</p> <p><b>5</b> Phil Riveness (952) 841-9827 h<br/>5301 Northwood Ridge<br/>Bloomington, MN 55437-1717</p> <p><b>6</b> Frank Hornstein (612) 926-3406 h<br/>4344 Drew Avenue South<br/>Minneapolis, MN 55410-1373</p> <p><b>7</b> George Garnett<br/>1827 Bryant Avenue North<br/>Minneapolis, MN 55411</p> <p><b>8</b> Carol Kummer (612) 722-0370 h<br/>4818 – 30th Avenue South (651) 282-2140 o<br/>Minneapolis, MN 55417-1306</p> | <p><b>9</b> Natalie Haas Steffen (763) 753-4298 h<br/>7007 – 164th Avenue Northwest<br/>Ramsey, MN 55303-3673</p> <p><b>10</b> James Nelson (763) 789-5859 h<br/>1747 – 37th Avenue Northeast<br/>Columbia Heights, MN 55421-4044</p> <p><b>11</b> Roger Williams (651) 633-2168 h<br/>3450 Siems Court<br/>Arden Hills, MN 55112-3639</p> <p><b>12</b> Marc Hugunin (651) 430-3515 h<br/>10775 Kimbro Avenue Court North<br/>Stillwater, MN 55082-7400</p> <p><b>13</b> Daniel Galles (651) 695-8462 o<br/>1810 Rome Avenue<br/>St. Paul, MN 55116-2424</p> <p><b>14</b> Lee Pao Xiong (651) 489-6862 h<br/>972 Farrington Street<br/>St. Paul, MN 55117-5117</p> <p><b>15</b> Carolyn Rodriguez (952) 431-1835 h<br/>12815 Foliage Avenue<br/>Apple Valley, MN 55124-7973</p> <p><b>16</b> John Conzemius (507) 263-2545 h<br/>25024 Cannon Falls Boulevard<br/>Cannon Falls, MN 55009-9130</p> |
|---|---|

h—home o—office

9/01

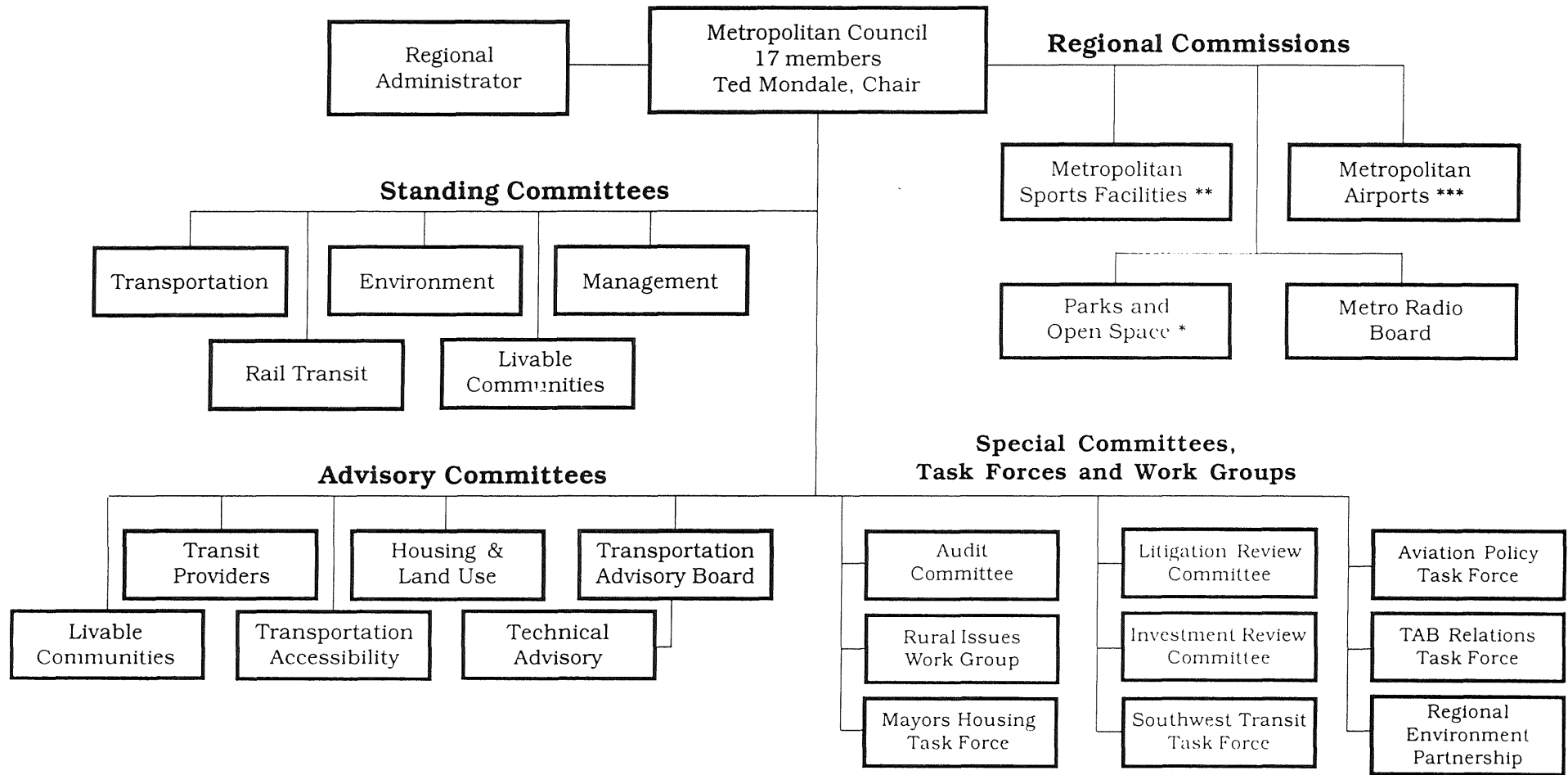
## Metropolitan Council

Regional Administration ..... 651-602-1000  
Metro Transit ..... 612-349-7400  
Environmental Services ..... 651-602-1005

## Metropolitan Commissions

Metropolitan Airports ..... MAC ..... 612-726-8100  
Metropolitan Sports Facilities ..... MSFC ..... 612-332-0386  
Metropolitan Parks and Open Space .... MPOSC .... 651-602-1456  
Mosquito Control District ..... 651-645-9149


# Metropolitan Council Policymaking Structure



\* Staff support provided to Commission by Metropolitan Council.

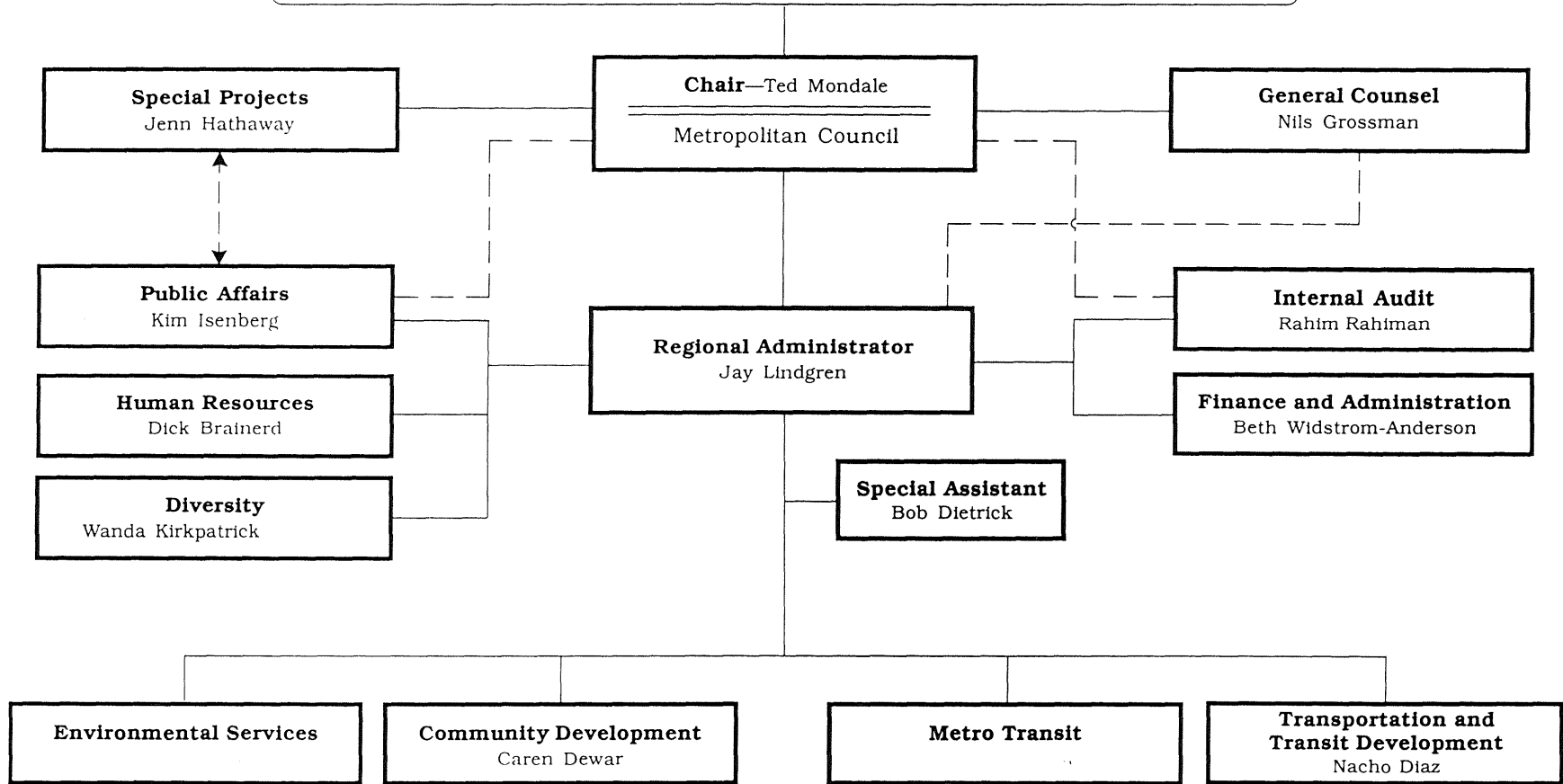
\*\* The Metropolitan Council has budget approval and issues bonds for the commission.

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

 **Metropolitan Council**

Mears Park Centre  
230 East Fifth Street  
St. Paul, Minnesota 55101-1626  
(651) 602-1000 • Fax 602-1550  
TTY 291-0904 • Metro Info Line 602-1888

**METROPOLITAN COUNCIL**



**Financial  
Resources**



## ***Metropolitan Council 2002 Unified Budget Financial Resources and Operating Budget Summary***

---

- For 2002 there is a budgeted use of \$150,000 in General Fund balance. The General Fund supports Regional Administration and Community Development excluding the Metro HRA.
- The Metro HRA shows a net deficit of \$159,793, with the deficit to be covered by HRA reserves. In 2000 the Council approved the use of up to \$600,000 in HRA reserves to support start-up costs for the Family Affordable Housing Program (FAHP).
- Environmental Services shows a balance between operating revenues and other sources and expenditures.
- Metro Transit has a net deficit of \$1,200,000 to be covered by fund balances.
- Transportation and Transit Development shows a net deficit of \$8,327,722 which is based on its plan for the use of balances.

### 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, beginning for property taxes collected in calendar year 2002. Instead, the State will transfer 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, 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 transit fund receipts will be transferred to the Council, subject to state appropriation.

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 rest of the region's providers through its regular budget processes.

Timing of the transit fund revenue will be similar to property tax revenues. To assist in this one-time migration from one revenue source to another, the Legislature allocated \$5 million of one-time monies to mitigate cash flow issues.

# ***Metropolitan Council 2002 Unified Budget Financial Resources and Operating Budget Summary***

---

The Council projects that, at least for the first several years, revenues from the motor vehicle excise tax will be higher than revenues would have been from the property tax for transit operations. The Council also assumes the potential for short-term declines in transit fund revenues. Transit fund revenues have declined by a significant amount in two of the past twenty-seven years that the tax has been collected by the state. Council management is considering options to ensure that year-to-year drops in transit fund revenues do not result in decreases in transit service.

The Council plans to use the operating reserve to cover potential future downturns in transit fund revenues. The Council also retains the authority to use a property tax in the case of a downturn in transit fund revenues. If 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.

## Division Financial Summaries

### Transportation Division

The 2002 budget for transportation shows an increase in state appropriations of 163% for the year 2002. The large increase is due to the increase in biennial state appropriation for transit support, and the provision of state Motor Vehicle Excise Tax Revenues as a substitution for transit property taxes. Offsetting this increase, state homestead and agricultural credit aid is down 100%. Federal revenues are projected to increase 63 percent. Local property tax revenues for operations end in 2001. This proposed budget assumes no fare increase in 2002. The last fare increase was implemented July 2001.

### Metro Transit

The Metro Transit proposed budget supports a growing transit system in-line with the transit 2020 Master Plan. It provides a 3.2 percent service increase and projects 4.2 percent increase in ridership. The Metro Transit budget for 2002 is \$211,397,708, which is an increase of \$19,105,918 (9.9 percent) over the 2001 budget of \$192,291,790.

In July 2001, Metro Transit implemented a transit fare increase, the first fare increase since 1996.

### Environmental Services Division

The 2002 budget is designed to restore balance with a focus on providing value-added services after three years of cost-savings and reorganization that resulted in a \$20 million expense reduction in 2001 from the 1998 baseline budget. The budget reductions and corresponding rate reductions to customer communities improved MCES competitive position in the industry and, at the same time, maintained the high quality performance and service that customers expect.

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 2002

# ***Metropolitan Council 2002 Unified Budget***

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

---

this rate will be \$123 per hundred thousand gallons. The revenue generated by the municipal wastewater charges accounts for 78 percent of MCES's total operating revenue for the year 2002.

The total expenditures in 2002 for the Division are \$164,683,841 of which \$96,663,841 is for operations and \$68,020,000 is for debt service. 2002 total expenses of \$164,683,841 increase \$10.1 million or 6.5 percent over the 2001 budget of \$154,604,100.

### Community Development Division

The 2002 operating budget for the division is \$8,846,036, which is a \$225,402 decrease from the 2001 budget. In addition, the division has the responsibility for managing \$54.9 million in grants and loans for Section 8 Housing Assistance, Livable Communities, regional parks operations and maintenance, and local planning assistance.

### Regional Administration

The 2002 budget for Regional Administration is \$26,629,873, which is a 2.2 percent increase from the 2001 budget. The majority of this 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 2002 operating revenues increase 12.8 percent from 2001 (\$369,716,889 in 2002, and \$327,644,625 in 2001). The largest increases are in:

- State appropriations for transit support, which increase from \$59.6 million in 2001 to \$156.7 million in 2002. State transit funding includes the biennial state transit appropriation and motor vehicle excise tax funds that are provided to the Council through the state Metropolitan Transit Fund. \$10.2 million of the increase in State Appropriations will be passed through to Opt Out communities as replacement funding for transit property tax levies, which ended in 2001.
- Federal revenue increases from \$16.2 million in 2001 to \$25.2 million in 2002. The increase is primarily for transit funding.
- Transit passenger fares and special event revenue increases from \$63.7 million to \$77.8 million.
- Municipal wastewater charges increase from \$77.0 million to \$82.9 million in 2002.

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 will transfer a portion of the state's Motor Vehicle Excise Tax 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 \$10.6 million in 2002.

The major revenue sources for operations for the Transportation Division (including transit operations) are: State appropriation for transit (43.3 percent), fares for transit services (25.5 percent), State Motor Vehicle Excise Tax (16.8 percent), federal grants (8.4 percent), and other (6.0 percent).

# *Metropolitan Council 2002 Unified Budget*

## *Financial Resources and Operating Budget Summary*

---

The major revenue sources for operations of the Environmental Services Division are municipal wastewater charges (89.0 percent), industrial strength charges (8.5 percent), and other revenues (2.5 percent). 2002 operating revenues for water quality management are \$93,171,507. Revenues for water quality management increase \$6,958,907 from 2001 to 2002 following a \$2,188,400 decrease from 2000 to 2001.

The major revenue sources for operations supporting Regional Administration and Community Development are: property tax levy (68.6 percent), federal revenue (21.6 percent), interest income (3.4 percent), state revenues (2.7 percent), and other (3.7 percent). General Fund 2002 property taxes revenues supporting Regional Administration and Community Development are \$10,563,898 net of the estimated uncollectable portion of the levy. \$1,000,000 of this is used for support of Livable Communities, and \$299,000 supports water management planning in MCES. This levy increased \$400,000, or 3.9 percent, from 2001 to 2002.

### **Municipal Wastewater Charges**

Municipal wastewater charges for operations increase in 2002 after four consecutive years of decreases. Municipal wastewater charges and industrial strength charges supporting water resources management increase 8.9 percent to \$90,792,457 in 2002, from \$83,347,100 in 2001.

- Charges increase 7.6 percent in 2002, to \$89,708,456 from \$83,347,100 in 2001.
- Charges decreased 2.0 percent in 2001, to \$83,347,100 from \$85,059,000 in 2000.
- Charges decreased 6.3 percent in 2000, to \$85,059,000 from \$90,750,520 in 1999.
- Charges decreased 10.2 percent in 1999, to \$90,750,520 from \$100,988,000 in 1998.
- Charges decreased 3.9 percent in 1998, to \$100,988,000 from \$105,047,000 in 1997.

### **State Revenues**

State appropriations, which primarily support transit operations, are estimated at \$157,485,511 for 2002, an increase of 160.9 percent from \$60,369,045 in 2001. The major changes in state funding for 2002 include:

- The 2001 Legislature allocated \$5 million of one-time monies to mitigate cash flow issues associated with the one-time change in transit funding from property taxes to the Motor Vehicle Excise Tax that occurs in 2002.
- Motor Vehicle Excise Tax  
Legislation passed in 2001 provides a new funding source for transit operations. Beginning in July 2002 the State will transfer 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, or a projected \$116.6 million, for the 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 transit fund receipts will be transferred to the Council, subject to state appropriation.
- \$10.2 million of the increase in State Appropriations will be passed through to Opt Out communities as replacement funding for transit property tax levies that ended in 2001.

# *Metropolitan Council 2002 Unified Budget*

## *Financial Resources and Operating Budget Summary*

---

### Transit Fares

Revenues from passenger fares are estimated to increase 18.6 percent to \$66,571,086 in 2002 from \$56,114,000 in 2001. Transit fares were increased in July 2001 and no fare increase is assumed in 2002.

### Federal Revenues

Federal revenues are \$25,177,107 in 2002, an increase of \$8,953,622 (55.2 percent) from 2001. Federal revenues for operations support the HRA in the Community Development Division, transit operations and transportation planning in the Transportation Division. Federal support for transit operations is expected to increase to \$18,156,525 in 2002, it was \$10,796,097 in 2001. Federal support for transportation planning is \$3,689,762 for 2002, up from \$2,628,850 in 2001. Federal revenues supporting HRA administration increase \$532,282 in 2002 to \$3,330,820.

### 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 community development planning, and administration),
- Debt service for parks, transit and Metro Radio Communications bonds,
- Grant and loan programs including Livable Communities Act programs and the Highway Right-of-Way Acquisition Loan Fund.

Approximately 43.0 percent of the Council's total property tax levy supports transit debt service. Approximately 22.7 percent of the levy is for purposes specified in the Livable Communities Act; 13.1 percent supports parks, solid waste, and radio program debt service; 4.8 percent supports the Highway Right-of-Way Acquisition Loan program; and the remaining 16.4 percent supports the general operations of the Council.

Total 2002 property taxes for all purposes are \$59,586,855, a 56.7 percent decrease from 2001, which was \$137,648,158. Changes in property tax levies for 2002 are as follows:

- Beginning in 2002 there is no transit levy for operations. The 2001 transit operations levies totaled \$86,546,431.
- The general-purpose levy increased \$400,000 to \$10,674,600. 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 \$435,902 below the 2002 levy limit.
- Transit levies for debt service are \$25,382,281 in 2002, up from \$21,069,869 in 2001.
- The Highway Right-of-Way Loan program (HROW) levy increases to \$2,822,906 from \$1,142,446 in 2001. The HROW 2002 levy is at the levy limit.
- Levies for the Livable Communities program increase to \$12,418,782 from \$11,675,781. The 2002 levies are at the levy limits.

# ***Metropolitan Council 2002 Unified Budget Financial Resources and Operating Budget Summary***

---

Property taxes support a number of grant and loan programs. Total 2002 property taxes levied for these purposes are \$15,241,688, which is \$2,423,461 greater than 2001. 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 E 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 2002, and therefore, these tables differ from Table 9 and Appendix E in property taxes.

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**

Other financing sources/uses in 2002 total \$3,483,334. Major sources and uses include: 1) a transfer within the Environmental Services Division from reserves of \$3,193,334, 2) transfer of \$4,785,745 within the Transportation Division from Transportation Planning fund balances to Metro Transit for operating support, 3) the use of General Fund current year revenues of \$1,000,000 for transfer to the Livable Communities accounts, and 4) transfer of \$299,000 General Fund current year revenues to MCES in support of water resources planning.

## **Operating Expenditures**

Major changes in operating expenditures are as follows:

- Salaries and benefits costs increase to \$241,464,590 in 2002 from \$219,454,048 in the 2001 budget, an increase of 10.0 percent.
- Transit assistance increases 23.1 percent to \$51,343,509 in 2002, from \$41,706,873 in 2001. Transit assistance to Metro Mobility is \$25,335,757 in 2002 up from \$23,044,609 in 2001. Transit assistance to Opt-Out communities is \$12,394,592 in 2002, up from \$6,178,012 in 2001; and most of this increase is due to the substitution of State appropriation funds for property tax levies that were eliminated beginning in 2002.
- Capital outlay increases to \$4,694,437 in 2002 from \$2,328,000 in 2001. In 2002 \$2,935,125 supports MCES; \$1,428,392 supports Regional Administration; and \$330,920 supports Community Development/GIS, Metro HRA and Transportation and Transit Development.
- Other expenditures for 2002, are \$84,985,204, a 3.4 percent increase from the 2001 budget of \$82,224,239. Other expenditures include: consultant and contractual services, materials and supplies, chemicals, insurance, rent and utilities, and other direct expenses.

# ***Metropolitan Council 2002 Unified Budget Financial Resources and Operating Budget Summary***

---

## 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.

2001 and 2002 debt service data is summarized below. In 2002, total Council revenues for debt service are estimated at \$101,428,360 up from \$93,268,100 in 2001 (Table 1). Debt service expenditures and additions to fund balance are shown below, and additional detail is in Table 10.

### **2001 and 2002 Debt Service Expenditures**

<u>Division</u>	<u>2001</u>	<u>2002</u>
Transportation – Transit	\$19,444,037	\$23,018,525
Environmental Services	65,444,400	68,020,000
Community Development		
-Parks & Open Space	5,419,286	6,665,177
-Solid Waste	402,777	399,091
-800 Megahertz Radio	<u>390,433</u>	<u>386,753</u>
Total Debt. Service	\$91,100,933	\$98,489,546

Debt service expenditures increase \$7,388,613 in 2002 from the 2001 budget. Major areas of change are: transit (increases \$3,574,488), wastewater debt service (increases \$2,575,600) and parks (increases \$1,245,891).

Debt service is financed from the following sources:

- Property taxes (32.7 %), which support transit, parks, solid waste and radio debt.
- Municipal wastewater charges and service availability charges (67.1 %), which support Environmental Services.
- Interest income on debt service fund balances and use of fund balances (0.2 %), supporting transit, parks, and solid waste debt.

# *Metropolitan Council 2002 Unified Budget Financial Resources and Operating Budget Summary*

---

## PASSTHROUGH GRANTS

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.
- Transit for Livable Communities Grants that provide support for Livable Communities efforts from resources provided by the Transportation and Transit Development Department.
- 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.
- Grants from MCES for water quality improvement efforts from 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 2002 expenditures for passthrough grants and loans, including the Highway Right-of-Way loan program, is estimated at \$58,910,016, down 0.4 percent from \$59,118,757 in the adopted 2001 budget. In June 2001, the Council revised the 2001 grant and loan budget to \$66,118,575 by approving a \$7 million Right-of-Way Acquisition Loan. Passthrough grants and new loan activity for 2001 and 2002 are summarized below. Additional detail is in Appendix A.

### 2001 and 2002 Passthrough Grant and Loan Program Expenditures

<b>Passthrough Grant and Loan Programs</b>	<b><u>2001</u></b>	<b><u>2001 Revised</u></b>	<b><u>2002</u></b>
<b>Grant Programs:</b>			
-Housing Assistance Payments-HRA	\$30,674,900	\$30,674,900	\$31,935,542
-Parks Operat. & Maintenance Grants	10,037,000	10,037,000	8,630,000
-Livable Communities Grants and Loans	16,886,287	16,886,287	14,304,589
-Planning Assistance Grants	20,570	20,570	39,885
-Transit for Livable Communities grants	<u>1,500,000</u>	<u>1,500,000</u>	<u>0</u>
<b>Total Grants</b>	<b>\$59,118,757</b>	<b>\$59,118,757</b>	<b>\$54,910,016</b>
<b>Loan Programs:</b>			
-Highway Right-of-Way, net loans	<u>0</u>	<u>7,000,000</u>	<u>4,000,000</u>
<b>Total Loans</b>	<b>\$ 0</b>	<b>\$ 7,000,000</b>	<b>\$ 4,000,000</b>
<b>Total Grants and Loans</b>	<b>\$59,118,757</b>	<b>\$66,118,757</b>	<b>\$58,910,016</b>

In addition to the grant and loan programs listed above, the Environmental Services Division will make \$2,500,000 in grants to local communities and agencies under 2 programs, the Twin Cities



# ***Metropolitan Council 2002 Unified Budget***

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

---

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**

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

#### **Community Development Division**

- Division management
- Planning and Growth Management department, which includes planning and technical assistance, regional growth strategies, GIS, research, and parks.
- Housing and Redevelopment department, which includes livable communities, Metro HRA, Family Affordable Housing Program and metropolitan radio system.
- 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 that includes: intergovernmental relations, community relations, communications and library
- Fiscal Services
- Information Services
- Risk Management
- Budget and Evaluation
- Central Services
- Offices of the Regional Administrator, Council and Office of the Chair

**METROPOLITAN COUNCIL  
UNIFIED BUDGET  
OPERATING PASSTHROUGH AND DEBT SERVICE  
2000, 2001 and 2002**

**TABLE 1**

DESCRIPTION	2000 ACTUAL	2001 ADOPTED BUDGET	2002 ADOPTED BUDGET	CHANGE
<b>OPERATING REVENUES</b>				
Property Taxes	83,850,756	95,652,100	10,563,898	-88.96%
State Paid HACA	(13,985,969)	(14,010,300)	0	-100.00%
<b>Net Property Tax</b>	<b>69,864,787</b>	<b>81,641,800</b>	<b>10,563,898</b>	<b>-87.06%</b>
<b>Federal Revenue</b>	<b>9,382,124</b>	<b>16,223,485</b>	<b>25,177,107</b>	<b>55.19%</b>
State Revenues (Including MVET)	60,425,636	60,369,045	157,485,511	160.87%
State Paid HACA	13,985,969	14,010,300	0	-100.00%
<b>Total State Revenue</b>	<b>74,411,605</b>	<b>74,379,345</b>	<b>157,485,511</b>	<b>111.73%</b>
Local	1,900,999	862,317	913,780	5.97%
Wastewater Service Charges	77,475,171	76,960,600	82,883,000	7.70%
Industrial Strength Charges	6,980,792	6,386,500	7,909,457	23.85%
Passenger Fares & Special Event Revenue	59,425,616	63,698,520	77,782,086	22.11%
Interest	7,329,306	3,427,760	4,850,000	41.49%
Other Revenues	9,468,344	4,064,298	2,152,050	-47.05%
<b>TOTAL OPERATING REVENUES</b>	<b>316,238,744</b>	<b>327,644,625</b>	<b>369,716,889</b>	<b>12.84%</b>
<b>PASSTHROUGH REVENUES</b>	<b>47,740,231</b>	<b>53,604,500</b>	<b>57,192,042</b>	<b>6.69%</b>
<b>DEBT SERVICE REVENUES</b>				
Property Taxes	22,388,469	23,358,500	33,174,460	42.02%
State HACA	4,326,324	4,230,200	0	-100.00%
Wastewater Service Charges/SAC Transfers	63,257,048	65,444,400	68,020,000	3.94%
Interest	1,311,843	235,000	233,900	-0.47%
<b>TOTAL DEBT SERVICE REVENUES</b>	<b>91,283,684</b>	<b>93,268,100</b>	<b>101,428,360</b>	<b>8.75%</b>
<b>TOTAL CURRENT REVENUES</b>	<b>455,262,659</b>	<b>474,517,225</b>	<b>528,337,291</b>	<b>11.34%</b>
<b>OPERATING EXPENDITURES</b>				
Salary & Benefits	203,481,871	219,454,048	241,464,590	10.03%
Contracted Services	19,818,640	22,941,257	14,253,605	-37.87%
Materials & Supplies	24,054,413	25,026,756	13,778,245	-44.95%
Chemicals	2,928,352	2,900,000	3,066,997	5.76%
Rent & Utilities	18,281,727	17,666,034	20,148,585	14.05%
Transit Assistance	38,630,691	41,706,873	51,343,509	23.11%
Capital Outlay	1,697,463	2,328,000	4,694,437	101.65%
Other Operating Expenses	6,247,361	13,690,192	33,737,772	146.44%
<b>TOTAL OPERATING EXPENDITURES</b>	<b>315,140,518</b>	<b>345,713,160</b>	<b>382,487,740</b>	<b>10.64%</b>
<b>PASSTHROUGH EXPENDITURES</b>	<b>45,110,519</b>	<b>59,118,757</b>	<b>54,910,016</b>	<b>-7.12%</b>
<b>DEBT SERVICE OBLIGATIONS</b>	<b>87,408,831</b>	<b>91,100,933</b>	<b>98,489,546</b>	<b>8.11%</b>
<b>TOTAL EXPENDITURES</b>	<b>447,659,868</b>	<b>495,932,850</b>	<b>535,887,302</b>	<b>8.06%</b>
Other Sources & (Uses) of Funds	(24,724)	2,462,943	3,483,334	
<b>BALANCE(DEFICIT)</b>	<b>7,578,067</b>	<b>(18,952,682)</b>	<b>(4,066,677)</b>	

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

**2002**

**TABLE 2**

	<b>Council Operations</b>	<b>Passthrough Grants</b>	<b>Debt Service Funds</b>	<b>Total</b>
<b>REVENUES</b>				
Property Tax Levy	10,674,600	15,241,688	33,670,567	59,586,855
Uncollectable portion of levy	(110,702)	(137,188)	(496,107)	(743,997)
Gross Property Tax	10,563,898	15,104,500	33,174,460	58,842,858
State Paid HACA	-	-	-	-
Net Property Tax	10,563,898	15,104,500	33,174,460	58,842,858
Federal	25,177,107	28,819,346		53,996,453
State Revenues (Including MVET)	157,485,511	10,831,752	-	168,317,263
State Paid HACA	-	-	-	-
Total State Revenue	157,485,511	10,831,752	-	168,317,263
Local/Other	913,780	-		913,780
Wastewater Service Charges	82,883,000		42,577,000	125,460,000
Industrial Strength Charges	7,909,457			7,909,457
SAC Transfers			25,443,000	25,443,000
Passenger Fares	66,571,086			66,571,086
Contract & Special Event Revenue	11,211,000			11,211,000
Interest	4,850,000	1,522,000	233,900	6,605,900
Other	2,152,050	914,444		3,066,494
<b>TOTAL REVENUES</b>	<b>369,716,889</b>	<b>57,192,042</b>	<b>101,428,360</b>	<b>528,337,291</b>
<b>EXPENDITURES</b>				
Salaries & Benefits	241,464,590			241,464,590
Contracted Services	14,253,605			14,253,605
Materials & Supplies	13,778,245			13,778,245
Chemicals	3,066,997			3,066,997
Utilities	17,806,828			17,806,828
Rent	2,341,757			2,341,757
Insurance	2,958,265			2,958,265
Other Operating Expenses	28,779,507			28,779,507
Transit Assistance	51,343,509			51,343,509
Passthrough Grants & Loans	-	54,910,016		54,910,016
Debt Service			98,489,546	98,489,546
Capital Expenditures	4,694,437			4,694,437
Metro Environment Partnership Expenses	2,000,000			2,000,000
Total Expenditures	382,487,740	54,910,016	98,489,546	535,887,302
Excess (Deficiency) of Revenue Over/(Under) Expenditures	(12,770,851)	2,282,026	2,938,814	(7,550,011)
<b>OTHER SOURCES/(USES) OF FUNDS</b>				
Property Tax Transfer from General Fund to Livable Communities Fund	(1,000,000)	1,000,000		-
Opt Out Property Tax Carryforward	-			-
Transfer from Parks Capital to Comm Dev Div	-			-
Transfers From (To) Other Funds	490,000	(200,000)		290,000
Transfers for Debt Service			-	-
Transfers from Other Funds		-		-
Transfer from Favorable Variance Fund	1,193,334			1,193,334
Designated Reserves	2,000,000			2,000,000
<b>TOTAL OTHER SOURCES/(USES)</b>	<b>2,683,334</b>	<b>800,000</b>	<b>-</b>	<b>3,483,334</b>
<b>BALANCE/DEFICIT</b>	<b>(10,087,517)</b>	<b>3,082,026</b>	<b>2,938,814</b>	<b>(4,066,677)</b>

**METROPOLITAN COUNCIL  
SUMMARY BUDGET  
OPERATIONS 2002**

TABLE 3

	General Fund Regional Administration	General Fund Community Development	General Fund Total	HRA	Environmental Services Division	Transportation Division	Capital Outlay	TOTAL
<b>REVENUES</b>								
Property Tax	6,293,798	4,270,100	10,563,898	-	-	-	-	10,563,898
State Paid HACA	-	-	-	-	-	-	-	-
Net Property Tax	6,293,798	4,270,100	10,563,898	-	-	-	-	10,563,898
Federal Revenues	-	-	-	3,330,820	-	21,846,287	-	25,177,107
State Revenues (Including MVET)	-	-	-	420,895	404,050	156,660,566	-	157,485,511
State Paid HACA	-	-	-	-	-	-	-	-
Total State Revenue	-	-	-	420,895	404,050	156,660,566	-	157,485,511
Local	138,700	298,680	437,380	123,400	-	353,000	-	913,780
Municipal Wastewater Charges	-	-	-	-	82,883,000	-	-	82,883,000
Industrial Strength Charges	-	-	-	-	7,909,457	-	-	7,909,457
Passenger Fares	-	-	-	-	-	66,571,086	-	66,571,086
Contract & Special Event Revenue	-	-	-	-	-	11,211,000	-	11,211,000
Interest	275,000	100,000	375,000	150,000	1,800,000	2,525,000	-	4,850,000
Other	-	-	-	-	175,000	1,390,000	587,050	2,152,050
<b>TOTAL REVENUES</b>	<b>6,707,498</b>	<b>4,668,780</b>	<b>11,376,278</b>	<b>4,025,115</b>	<b>93,171,507</b>	<b>260,556,939</b>	<b>587,050</b>	<b>369,716,889</b>
<b>EXPENDITURES</b>								
Salaries & Benefits	15,896,211	4,092,383	19,988,594	1,940,343	52,287,701	167,247,952	-	241,464,590
Contracted Services	5,063,843	678,325	5,742,168	130,525	1,930,890	6,450,022	-	14,253,605
Materials & Supplies	-	-	-	-	4,222,713	9,555,532	-	13,778,245
Chemicals	-	-	-	-	3,066,997	-	-	3,066,997
Utilities	-	-	-	-	13,844,432	3,962,396	-	17,806,828
Rent	1,741,673	236,152	1,977,825	145,751	-	218,181	-	2,341,757
Insurance	32,915	350	33,265	-	-	2,925,000	-	2,958,265
Regional Environmental Partnership	-	-	-	-	150,000	-	-	150,000
Other Operating Expenses	3,895,231	404,981	4,300,212	1,217,226	5,259,131	17,852,938	-	28,629,507
Transit Assistance	-	-	-	-	-	51,343,509	-	51,343,509
Metro Environment Partnership	-	-	-	-	2,000,000	-	-	2,000,000
Capital Outlay	-	-	-	-	1,543,475	100,000	3,050,962	4,694,437
<b>TOTAL EXPENDITURES</b>	<b>26,629,873</b>	<b>5,412,191</b>	<b>32,042,064</b>	<b>3,433,845</b>	<b>84,305,339</b>	<b>259,655,530</b>	<b>3,050,962</b>	<b>382,487,740</b>
<b>Excess/(Deficit) of Revenue vs Expense</b>	<b>(19,922,375)</b>	<b>(743,411)</b>	<b>(20,665,786)</b>	<b>591,270</b>	<b>8,866,168</b>	<b>901,409</b>	<b>(2,463,912)</b>	<b>(12,770,851)</b>
<b>INTERDIVISION EXPENSE ALLOCATION</b>								
Assigned & Residual Charges-CSD'S	19,419,515	-	19,419,515	-	(10,247,880)	(9,171,635)	-	-
Assigned & A-87 Estimate	1,970,000	-	1,970,000	(620,000)	-	(1,350,000)	-	-
Allocated Costs-Salary&Fringes From MCES	(72,000)	-	(72,000)	-	72,000	-	-	-
Planning Chargeback Exp Allocation	-	412,346	412,346	-	(246,650)	(397,496)	231,800	-
Capital Outlay Allocation	-	-	-	-	(1,391,650)	-	1,391,650	-
<b>TOTAL INTERDIV. EXPENSE ALLOC</b>	<b>21,317,515</b>	<b>412,346</b>	<b>21,729,861</b>	<b>(620,000)</b>	<b>(11,814,180)</b>	<b>(10,919,131)</b>	<b>1,623,450</b>	<b>-</b>
<b>NET EXPENDITURES AFTER ALLOC.</b>	<b>5,312,358</b>	<b>4,999,845</b>	<b>10,312,203</b>	<b>4,053,845</b>	<b>96,119,519</b>	<b>270,574,661</b>	<b>1,427,512</b>	<b>382,487,740</b>
<b>Other Sources &amp; (Uses) of Funds:</b>								
Opt Out Property Tax Carryforward	-	-	-	-	-	-	-	-
Transfers From (To) Other Funds	(246,140)	331,063	84,923	(\$131,063)	(\$544,322)	490,000	590,462	490,000
Capital Outlay	-	-	-	-	-	-	-	-
Property Tax Transfer from General Fund to MCES	(299,000)	-	(299,000)	-	299,000	-	-	-
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	-	-	-	-	1,193,334	-	-	1,193,334
Designated Reserves	-	-	-	-	2,000,000	-	-	2,000,000
Use of Fund Balance	-	-	-	-	-	-	-	-
<b>Total Other Financing Sources/(Uses)</b>	<b>(1,545,140)</b>	<b>331,063</b>	<b>(1,214,077)</b>	<b>(131,063)</b>	<b>2,948,012</b>	<b>490,000</b>	<b>590,462</b>	<b>2,683,334</b>
<b>BALANCE/(DEFICIT)</b>	<b>(150,000)</b>	<b>(2)</b>	<b>(150,002)</b>	<b>(159,793)</b>	<b>(0)</b>	<b>(9,527,722)</b>	<b>(250,000)</b>	<b>(10,087,517)</b>

**METROPOLITAN COUNCIL  
SUMMARY BUDGET  
ENVIRONMENTAL SERVICES DIVISION  
2002**

**TABLE 4**

	<u>Operations</u>	<u>Debt Service</u>	<u>Division Total</u>
<b><u>REVENUES</u></b>			
State Revenue	404,050		404,050
Federal			-
Local/Other			-
Municipal Wastewater Charges	82,883,000	42,577,000	125,460,000
Industrial Waste Charges	7,909,457		7,909,457
Interest	1,800,000		1,800,000
Other	175,000		175,000
SAC Transfers		25,443,000	25,443,000
<b>Total Revenues</b>	<u>93,171,507</u>	<u>68,020,000</u>	<u>161,191,507</u>
<b><u>EXPENDITURES</u></b>			
Salaries & Benefits	52,287,701		52,287,701
Contract Services	1,930,890		1,930,890
Materials & Supplies	4,222,713		4,222,713
Chemicals	3,066,997		3,066,997
Utilities	13,844,432		13,844,432
Regional Environment Partnership	150,000		150,000
Other Operating Expenses	5,259,131		5,259,131
Capital Expenditures	1,543,475		1,543,475
Metro Environmental Partnership	2,000,000		2,000,000
Debt Service	-	68,020,000	68,020,000
<b>Total Expenditures</b>	<u>84,305,339</u>	<u>68,020,000</u>	<u>152,325,339</u>
<b><u>INTERDIVISIONAL EXPENSE ALLOCATION</u></b>			
Central Support Assigned & Residual Charges	(10,247,880)		(10,247,880)
Planning Chargeback Expenditure	(127,700)		(127,700)
Charges to RA procurement	72,000		72,000
HRIS System	(544,322)		(544,322)
User Charges	(118,950)		(118,950)
Capital Outlay	(1,391,650)		(1,391,650)
<b>Total Interdivisional Expense Allocation</b>	<u>(12,358,502)</u>	<u>-</u>	<u>(12,358,502)</u>
<b>TOTAL EXPENSES</b>	16,663,841	68,020,000	164,683,841
<b><u>OTHER SOURCES OF FUNDS</u></b>			
Property Tax Transfer from General Fund	299,000		299,000
Transfer from Favorable Variance Fund	1,193,334		1,193,334
Designated Reserves	2,000,000		2,000,000
<b>Subtotal Other Sources of Funds</b>	<u>3,492,334</u>	<u>-</u>	<u>3,492,334</u>
<b>BALANCE/DEFICIT</b>	<u>(0)</u>	<u>-</u>	<u>(0)</u>

METROPOLITAN COUNCIL  
SUMMARY BUDGET-BY FUND TYPE  
TRANSPORTATION DIVISION  
2002

TABLE 5

	Governmental Fund Types					Subtotal Special Rev
	Special Revenue Funds					
	Transportation Planning & TDM Activity	Metro Mobility Operations	Opt-Out	Community Based Transit	Regular Route	
<b>Revenue</b>						
Net Property Tax						
State Paid HACAs						
Net Property Tax						
Federal Revenues	3,689,762	3,000,000		66,303	265,000	7,021,065
State Revenues (Including MVET)	1,125,000	21,145,500	10,161,048	2,223,574	9,469,189	44,124,311
State Paid HACAs						
<b>Total State Revenues</b>	<u>1,125,000</u>	<u>21,145,500</u>	<u>10,161,048</u>	<u>2,223,574</u>	<u>9,469,189</u>	<u>44,124,311</u>
Local	353,000					353,000
Investment Earnings	250,000	75,000				325,000
Other		90,000				90,000
Fares		1,887,100			588,500	2,475,600
Contract & Special Event Revenue		756,000				756,000
<b>Total Revenue</b>	<u>5,417,762</u>	<u>26,953,600</u>	<u>10,161,048</u>	<u>2,289,877</u>	<u>10,322,689</u>	<u>55,144,976</u>
<b>Expenditures</b>						
Salaries & Benefits	2,040,789	879,325		65,020	266,484	3,251,618
Contracted Services	1,146,500	334,760			41,000	1,522,260
Materials & Supplies						
Utilities						
Rent	113,420	84,761		4,000	16,000	218,181
Insurance						
Transit Programs	383,150	25,335,757	12,394,592	2,694,638	10,535,372	51,343,509
Debt Service						
Passthrough Grants & Loans						
Other Operating Expenses	626,632	328,632		350	241,250	1,196,864
<b>Total Expenditures</b>	<u>4,310,491</u>	<u>26,963,235</u>	<u>12,394,592</u>	<u>2,764,008</u>	<u>11,100,106</u>	<u>57,532,432</u>
<b>Excess (Deficiency) of Revenue Over (Under) Expenditures</b>	1,107,271	(9,635)	(2,233,544)	(474,131)	(777,417)	(2,387,456)
<b>Interagency Cost Allocation</b>						
Assigned, Residual & User Charges for Metro Transit						
A-87 Charges to T&TD Units	(635,000)	(475,000)		(50,000)	(190,000)	(1,350,000)
Planning Chargeback Exp	(194,521)					(194,521)
Subtotal Before Capital	(829,521)	(475,000)		(50,000)	(190,000)	(1,544,521)
Capital Outlay		(100,000)				(100,000)
<b>Total Interagency Cost Allocation</b>	<u>(829,521)</u>	<u>(575,000)</u>		<u>(50,000)</u>	<u>(190,000)</u>	<u>(1,644,521)</u>
<b>Excess/(Deficit) of Revenues over Expenditures Other</b>	277,750	(584,635)	(2,233,544)	(524,131)	(967,417)	(4,031,977)
Opt Out Property Tax Carryforward						
Transfers From (To) Other Funds	(4,035,745)		(1,000,000)	250,000	490,000	(4,295,745)
Use of Fund Balance						
Balance/(Deficit)	<u>(3,757,995)</u>	<u>(584,635)</u>	<u>(3,233,544)</u>	<u>(274,131)</u>	<u>(477,417)</u>	<u>(8,327,722)</u>
<b>ANALYSIS OF CHANGES IN FUND BALANCE</b>						
Fund Balance January 1, 2002	5,010,137	2,187,601	3,233,544	1,175,414	2,794,703	14,401,399
Transfers From (To) Other Funds	(4,035,745)		(1,000,000)	250,000	490,000	(4,295,745)
Excess/(Deficit) of Revenues over Expenditures	277,750	(584,635)	(2,233,544)	(524,131)	(967,417)	(4,031,977)
Non-operating Fund Transfers-Opt Out Carryover						
Fund Balance Dec 31, 2002	<u>1,252,142</u>	<u>1,602,966</u>	<u></u>	<u>901,283</u>	<u>2,317,286</u>	<u>6,073,677</u>

METROPOLITAN COUNCIL  
SUMMARY BUDGET-BY FUND TYPE  
TRANSPORTATION DIVISION  
2002

TABLE 5

	Proprietary Fund Types				Memo Total
	Enterprise Fund				
	Metro Transit	Division Operating Total	Debt Service Fund	Passthrough	
<b>Revenue</b>					
Net Property Tax			25,592,405	2,780,600	28,373,005
State Paid HACA					
<b>Net Property Tax</b>			25,592,405	2,780,600	28,373,005
Federal Revenues	14,825,222	21,846,287			21,846,287
State Revenues (Including MVET)	112,536,255	156,660,566			156,660,566
State Paid HACA					
<b>Total State Revenues</b>	112,536,255	156,660,566			156,660,566
Local		353,000			353,000
Investment Earnings	2,200,000	2,525,000	180,000	21,000	2,726,000
Other	1,300,000	1,390,000			1,390,000
Fares	64,095,486	66,571,086			66,571,086
Contract & Special Event Revenue	10,455,000	11,211,000			11,211,000
<b>Total Revenue</b>	205,411,963	260,556,939	25,772,405	2,801,600	289,130,944
<b>Expenditures</b>					
Salaries & Benefits	163,996,334	167,247,952			167,247,952
Contracted Services	4,927,762	6,450,022			6,450,022
Materials & Supplies	9,555,532	9,555,532			9,555,532
Utilities	3,962,396	3,962,396			3,962,396
Rent		218,181			218,181
Insurance	2,925,000	2,925,000			2,925,000
Transit Programs		51,343,509			51,343,509
Debt Service			23,018,525		23,018,525
Passthrough Grants & Loans					
Other Operating Expenses	16,656,074	17,852,938			17,852,938
<b>Total Expenditures</b>	202,023,098	259,555,530	23,018,525		282,574,055
<b>Excess (Deficiency) of Revenue Over (Under) Expenditures</b>	3,388,865	1,001,409	2,753,880	2,801,600	6,556,889
<b>Interagency Cost Allocation</b>					
Assigned, Residual & User Charges for Metro Transit	(9,171,635)	(9,171,635)			(9,171,635)
A-87 Charges to T&TD Units		(1,350,000)			(1,350,000)
Planning Chargeback Exp	(202,975)	(397,496)			(397,496)
Subtotal Before Capital	(9,374,610)	(10,919,131)			(10,919,131)
Capital Outlay		(100,000)			(100,000)
<b>Total Interagency Cost Allocation</b>	(9,374,610)	(11,019,131)			(11,019,131)
<b>Excess/(Deficit) of Revenues over Expenditures Other</b>	(5,985,745)	(10,017,722)	2,753,880	2,801,600	(4,462,242)
Opt Out Property Tax Carryforward					
Transfers From (To) Other Funds	4,785,745	490,000			490,000
Use of Fund Balance					
Balance/(Deficit)	(1,200,000)	(9,527,722)	2,753,880	2,801,600	(3,972,242)
<b>ANALYSIS OF CHANGES IN FUND BALA</b>					
Fund Balance January 1, 2002	12,585,550	26,986,949	22,666,067	23,796,384	73,449,400
Transfers From (To) Other Funds	4,785,745	490,000			490,000
Excess(Deficit) of Revenues over Expenditures	(5,985,745)	(10,017,722)	2,753,880	2,801,600	(4,462,242)
Non-operating Fund Transfers-Opt Out Carryover					
Fund Balance Dec 31, 2002	11,385,550	17,459,227	25,419,947	26,597,984	69,477,158

**METROPOLITAN COUNCIL  
COMMUNITY DEVELOPMENT DIVISION  
UNIFIED BUDGET  
2002**

**TABLE 6**

	<b>OPERATING FUNDS</b>				
	<b>GENERAL FUND</b>				
	Planning & Technical Assistance	GIS	Research	Radio	Livable Communities
<b>REVENUES:</b>					
Property Tax					
State Paid HACA					
Net Property Tax					
Federal Revenues					
State Revenues					
State Paid HACA					
Total State Revenues					
Local Revenues					
Investment Earnings					
Other Revenue					
Total Revenue					
<b>EXPENDITURES:</b>					
Salaries & Benefits	1,088,643	847,550	774,412	50,418	487,047
Consulting & Contractual Services	51,500	265,000	61,000		22,000
Rent	53,226	61,743	39,147	4,189	54,634
Other Operating Expenses	75,373	164,677	63,341	3,433	31,612
Insurance				350	
Capital Outlay					
Pass-Through Grants & Loans					
Debt Service					
<b>Total Expenditures</b>	1,268,742	1,338,970	937,900	58,390	595,293
<b>Surplus/(Deficit)</b>	(1,268,742)	(1,338,970)	(937,900)	(58,390)	(595,293)
<b>Other Financing Sources (Uses)</b>					
<b>Expense Allocations: (expense)/revenue</b>					
Direct & Residual Admin Charge-A 87					
Planning Chargeback					
<b>Subtotal Allocations</b>					
<b>Net Expenditure Budget Authority</b>	1,268,742	1,338,970	937,900	58,390	595,293
<b>Other Sources &amp; Uses of Funds</b>					
Transfers from Other Funds					131,063
Transfers to Other Funds					
<b>Total</b>					
<b>Total Other Financing Sources (Uses)</b>					
<b>Balance/(Deficit)</b>	(1,268,742)	(1,338,970)	(937,900)	(58,390)	(595,293)



**METROPOLITAN COUNCIL  
COMMUNITY DEVELOPMENT DIVISION  
UNIFIED BUDGET  
2002**

**TABLE 6**

GENERAL FUND					DEBT SERVICE	PASSTHROUGH Special Revenue Funds			Memo Total
Regional Growth Strategy	Division Management	Subtotal CDD- General Fund	Special Revenue Fund-HRA-	Total Operating		General Fund	HRA	All Other Funds	
	4,270,100	4,270,100		4,270,100	7,582,055			12,323,900	24,176,055
	4,270,100	4,270,100		4,270,100	7,582,055			12,323,900	24,176,055
			3,330,820	3,330,820			28,819,346		32,150,166
			420,895	420,895		8,630,000	2,201,752		11,252,647
			420,895	420,895		8,630,000	2,201,752		11,252,647
	298,680	298,680	123,400	422,080					422,080
	100,000	100,000	150,000	250,000	53,900			1,501,000	1,804,900
							914,444		914,444
	4,668,780	4,668,780	4,025,115	8,693,895	7,635,955	8,630,000	31,935,542	13,824,900	70,720,292
659,418	184,895	4,092,383	1,940,343	6,032,726					6,032,726
278,825		678,325	130,525	808,850					808,850
6,181	17,032	236,152	145,751	381,903					381,903
51,022	15,523	404,981	1,217,226	1,622,207					1,622,207
		350		350					350
						8,630,000	31,935,542	14,344,474	54,910,016
					7,451,021				7,451,021
995,446	217,450	5,412,191	3,433,845	8,846,036	7,451,021	8,630,000	31,935,542	14,344,474	71,207,073
(995,446)	4,451,330	(743,411)	591,270	(152,141)	184,934			(519,574)	(486,781)
			(620,000)	(620,000)					(620,000)
	412,346	412,346		412,346					412,346
	412,346	412,346	(620,000)	(207,654)					(207,654)
995,446	(194,896)	4,999,845	4,053,845	9,053,690	7,451,021	8,630,000	31,935,542	14,344,474	71,414,727
	200,000	331,063		331,063				1,500,000	1,831,063
			(131,063)	(131,063)				(700,000)	(831,063)
	200,000	331,063	(131,063)	200,000				800,000	1,000,000
	200,000	331,063	(131,063)	200,000				800,000	1,000,000
(995,446)	5,063,676	(2)	(159,793)	(159,795)	184,934			280,426	305,565

**METROPOLITAN COUNCIL  
SUMMARY BUDGET  
REGIONAL ADMINISTRATION  
2002**

**TABLE 7**

	GENERAL FUND							
	Communications	Library	Inter- Governmental Relations	Community Relations	Total Public Affairs	Human Resources	Information Services	Legal
<b>REVENUES:</b>								
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								
<b>EXPENDITURES:</b>								
Salaries & Benefits	999,247	117,487	188,815	466,402	1,771,951	1,873,001	6,394,760	832,290
Consulting Contractual Services	424,000	15,000	125,000		564,000	364,200	2,273,705	1,111,000
Rent	94,147	40,551	12,334	24,094	171,126	132,569	224,588	100,263
Other Operating Expenses	265,544	17,600	18,787	57,450	359,381	424,814	2,303,408	79,748
Insurance								
Non-governmental Grants								
Total Gross Expenditures	1,782,938	190,638	344,936	547,946	2,866,458	2,794,584	11,196,461	2,123,301
<b>Other Financing Sources (Uses)</b>								
<b>Interdivisional Expense Allocations</b>								
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								
<b>NET EXPENDITURE BUDGET AUTHORITY</b>								
<b>Other Financing Sources (Uses) &amp; Fund Transfers</b>								
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  
2002**

**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
									6,293,798	6,293,798
									6,293,798	6,293,798
									275,000	275,000
									138,700	138,700
									6,707,498	6,707,498
474,629	297,288	518,394	523,104	287,610	245,174	1,733,672	944,338	15,896,211		15,896,211
		25,000		268,000	29,000	393,938	35,000	5,063,843		5,063,843
23,723	16,727	22,709	37,105	797,231	10,138	127,771	77,723	1,741,673		1,741,673
30,533	34,869	39,988	155,305	251,834	17,303	132,497	65,551	3,895,231		3,895,231
							32,915	32,915		32,915
528,885	348,884	606,091	715,514	1,604,675	301,615	2,387,878	1,155,527	26,629,873		26,629,873
									(11,754,821)	(11,754,821)
									(7,664,694)	(7,664,694)
						72,000		72,000		72,000
									(620,000)	(620,000)
									(1,350,000)	(1,350,000)
								72,000	(21,389,515)	(21,317,515)
								26,701,873	(21,389,515)	5,312,358
									(299,000)	(299,000)
									(1,000,000)	(1,000,000)
									(246,140)	(246,140)
									(1,545,140)	(1,545,140)
								(26,701,873)	26,551,873	(150,000)

**TABLE 8**  
**CURRENT REVENUES AND OTHER SOURCES OF FUNDS FOR OPERATIONS**  
**1998-2002 BUDGET**

	1998 Actual	1999 Actual	2000 Revised	2001 Budget	2002 Proposed
<b>Community Development and Regional Administration</b>					
<b>General Operations Property Tax Levy:</b>					
Gross Levy	9,694,600	10,174,600	10,174,600	10,274,600	10,674,600
Less: Estimated Uncollectible	(193,900)	(203,500)	(101,700)	(102,700)	(110,702)
Net Levy Available for Operations	9,500,700	9,971,100	10,072,900	10,171,900	10,563,898
Less: State HACA Payments	(1,735,389)	(1,841,174)	(1,990,300)	(1,947,400)	-
Net Levy from Property Taxpayers	7,765,311	8,129,926	8,082,600	8,224,500	10,563,898
<b>Federal Revenues:</b>					
Department of Housing and Urban Development:					
Housing Assistance Administrative Fees	2,682,900	2,880,958	2,950,578	2,732,118	3,264,400
Portability Program Administrative Fees	142,500	114,410	97,147	194,188	-
Counseling Services	321,000	61,990	66,420	66,420	66,420
Department of the Interior-National Park Service	70,000	310,000	103,418	-	-
Federal Subtotal	3,216,400	3,367,358	3,217,563	2,992,726	3,330,820
<b>State Revenues:</b>					
State HACA	1,735,389	1,841,174	1,990,300	1,947,400	-
MHFA Administrative Fees	224,300	226,222	339,842	424,495	420,895
MnDOT	-	-	18,620	18,600	-
State Subtotal	1,959,689	2,067,396	2,348,762	2,390,495	420,895
<b>Regional Agencies:</b>					
Metropolitan Airports Commission	41,000	41,000	25,567	25,567	25,280
Metropolitan Sports Facilities Commission	5,000	2,000	2,100	2,100	2,100
Regional Agency Subtotal	46,000	43,000	27,667	27,667	27,380
<b>Interest Income:</b>					
General Fund	200,000	200,000	175,000	375,000	375,000
HRA Operating Reserve	187,621	100,000	150,000	150,000	150,000
Interest Income Subtotal	387,621	300,000	325,000	525,000	525,000
<b>Other Revenue:</b>					
McKnight Foundation	-	-	-	250,000	275,000
Data Center Sales	11,000	10,000	10,000	10,000	10,000
HRA Local Revenue	68,200	67,520	68,320	123,400	123,400
Investment Service Fees	-	-	125,000	125,000	125,000
Miscellaneous	-	-	-	-	-
Other Revenue Subtotal	79,200	77,520	203,320	508,400	533,400
Total Current Revenues	13,454,221	13,985,200	14,204,912	14,668,788	15,401,393

**TABLE 8**  
**CURRENT REVENUES AND OTHER SOURCES OF FUNDS FOR OPERATIONS**  
**1998-2002 BUDGET**

	<b>1998 Actual</b>	<b>1999 Actual</b>	<b>2000 Revised</b>	<b>2001 Budget</b>	<b>2002 Proposed</b>
<b>Other Sources:</b>					
Parks Capital Fund Balance for Park Research	45,000	158,000	-	-	-
Metro HRA Fund Bal. for Family Housing Prog.	-	-	-	-	131,063
Other Sources Subtotal	45,000	158,000	-	-	131,063
Total Current Revenues and Other Sources	13,499,221	14,143,200	14,204,912	14,668,788	15,532,456
Less: Transfer to Transportation	(289,000)	-	-	-	-
Less: Transfer to Environmental Services	(299,432)	(199,000)	(299,000)	(299,000)	(299,000)
Less: Transfer for Livable Communities	(670,000)	(1,000,000)	(1,000,000)	(1,000,000)	(1,000,000)
Net Revenues and Other Sources	12,240,789	12,944,200	12,905,912	13,369,788	14,233,456
Regional Administration and Community Development					

**TABLE 8  
CURRENT REVENUES AND OTHER SOURCES OF FUNDS FOR OPERATIONS  
1998-2002 BUDGET**

	<b>1998 Actual</b>	<b>1999 Actual</b>	<b>2000 Revised</b>	<b>2001 Budget</b>	<b>2002 Proposed</b>
<b>Environmental Services Division</b>					
<b>User Fees:</b>					
Sewer Service Charges (Operations Only)	94,860,437	83,246,708	78,990,000	74,808,911	82,883,000
Industrial Strength Charges	7,798,654	5,955,154	6,233,000	6,386,500	7,909,457
Unspecified User Fees	-	-	-	394,000	-
Load Charges	-	-	-	-	-
Industrial Discharge Permit Fees	-	-	-	-	-
Add-On Service Charge	-	-	-	-	-
User Fee Subtotal	102,659,091	89,201,862	85,223,000	81,589,411	90,792,457
<b>Federal Revenues:</b>					
Environmental Protection Agency-Lake MaCarrons	-	-	-	-	-
Federal Subtotal	-	-	-	-	-
<b>State Revenues:</b>					
Pollution Control Agency	-	-	-	-	-
State Grants	-	278,951	249,274	300,000	404,050
State Subtotal	-	278,951	249,274	300,000	404,050
<b>Interest Income/Other Revenue:</b>					
Interest Income	2,824,925	1,936,922	2,578,000	1,871,500	1,800,000
Lake Survey Fees-Cities and WMOs	60,000	64,000	64,000	64,000	64,000
Other Miscellaneous Revenue	272,607	182,666	236,000	236,000	111,000
Other Revenue Subtotal	3,157,532	2,183,588	2,878,000	2,171,500	1,975,000
Total Current Revenues-Environmental Services	106,095,574	91,634,724	88,401,000	84,060,911	93,171,507
<b>Other Sources:</b>					
Transfer of General Fund Property Tax Receipts	299,432	199,000	299,000	299,000	299,000
Transfer from Favorable Variance Fund	-	-	-	548,100	1,193,334
Designated Reserves	2,600,000	1,000,000	1,500,000	2,000,000	2,000,000
Other Sources Subtotal	2,899,432	1,199,000	1,799,000	2,847,100	3,492,334
Total Current Revenues and Other Sources- Environmental Services	108,995,006	92,833,724	90,200,000	86,908,011	96,663,841

**TABLE 8  
CURRENT REVENUES AND OTHER SOURCES OF FUNDS FOR OPERATIONS  
1998-2002 BUDGET**

	<b>1998 Actual</b>	<b>1999 Actual</b>	<b>2000 Revised</b>	<b>2001 Budget</b>	<b>2002 Proposed</b>
<b>Transportation</b>					
<b>Transit Operations Property Taxes (Net Proceeds):</b>					
Total Property Tax Receipts	77,385,774	83,111,100	89,932,000	98,067,000	-
Less: Local Option Opt Out	(8,985,131)	(10,540,000)	(11,376,000)	(12,586,900)	-
Net Tax Receipts Available for Operations	68,400,643	72,571,100	78,556,000	85,480,100	-
Less: State HACA Payments	(11,324,100)	(10,707,400)	(11,935,000)	(11,829,700)	-
Net Tax Receipts from Property Taxpayers	57,076,543	61,863,700	66,621,000	73,650,400	-
<b>Federal Revenues:</b>					
ISTEA	1,600,000	1,600,000	1,450,000	1,600,000	1,801,065
Federal Highway Administration	1,433,000	1,698,100	1,784,000	1,600,000	1,600,000
Federal Transit Administration:					
Section 8 Planning	506,800	610,000	610,000	604,850	620,000
Section 3 Team Transit	-	125,000	-	-	-
Section 9 Operating	5,373,000	5,373,000	8,342,000	9,620,097	17,825,222
Federal Subtotal	8,912,800	9,406,100	12,186,000	13,424,947	21,846,287
<b>State Revenues:</b>					
State HACA	11,324,100	10,707,400	11,935,000	11,829,700	-
General Transit Assistance	52,110,000	55,493,700	58,091,000	63,899,550	112,803,184
High Speed Bus	-	-	-	-	-
Transit Fund	-	-	-	-	43,857,382
State Subtotal	63,434,100	66,201,100	70,026,000	75,729,250	156,660,566
<b>Passenger Fares:</b>					
Transit Operations	49,821,500	51,283,000	51,578,000	56,000,000	64,095,486
Metro Mobility	1,600,000	1,564,300	1,832,000	1,838,000	1,887,100
Other Transit Providers	1,888,332	2,319,800	2,357,000	2,176,000	588,500
Passenger Fare Subtotal	53,309,832	55,167,100	55,767,000	60,014,000	66,571,086
<b>Interest Income/Other Revenue:</b>					
Interest Income	1,149,000	850,000	855,000	1,031,260	2,525,000
Performance Standards Set-Asides					
Property Taxes-Local Option Opt Outs	208,730	-	-	-	-
State Appropriation-Transit Operations	-	-	-	-	-
Transit Operations Contract Revenue	4,092,000	6,970,000	6,784,000	6,885,000	10,455,000
Metro Mobility Contract Revenue	753,000	750,000	750,000	700,000	756,000
Transit Operations Other Revenue	1,875,000	1,944,000	2,240,000	2,443,000	1,300,000
Metro Mobility Other Revenue	126,200	190,900	191,000	90,000	90,000
Other Revenue	-	2,886,100	2,131,000	326,250	353,000
Other Revenue Subtotal	8,203,930	13,591,000	12,951,000	11,475,510	15,479,000
Total Current Revenues-Transportation	190,937,205	206,229,000	217,551,000	234,294,107	260,556,939
<b>Other Sources:</b>					
Transfer of General Fund Property Tax Receipts	289,000	-	-	-	-
Other Sources Subtotal	289,000	-	-	-	-
Total Current Revenues and Other Sources- Transportation	191,226,205	206,229,000	217,551,000	234,294,107	260,556,939

**TABLE 9  
METROPOLITAN COUNCIL  
PROPERTY TAX LEVY HISTORY**

	Actual Payable 1998	Actual Payable 1999	Actual Payable 2000	Actual Payable 2001	Proposed Payable 2002
<b>Certified or Proposed Gross Levies:</b>					
General Levy					
General Purposes	9,024,600	9,174,600	9,174,600	9,274,600	9,674,600
Transfer to Livable Communities	670,000	1,000,000	1,000,000	1,000,000	1,000,000
Subtotal-General	9,694,600	10,174,600	10,174,600	10,274,600	10,674,600
Transit Operating District					
Total Levy	78,179,845	83,682,924	90,055,080	97,949,930	-
Less: Local Option Levies	9,168,501	10,755,117	11,549,029	12,778,569	-
Net Regional Levy	69,011,344	72,927,807	78,506,051	85,171,361	-
Transit Operating Area	1,008,581	1,124,339	1,246,002	1,374,929	-
Highway Right-of-Way	2,142,932	2,159,302	1,142,446	1,142,446	2,822,906
Livable Communities					
Tax Base Revitalization-Highway ROW					
Tax Base Revitalization-Fiscal Disparities	5,000,000	5,000,000	5,000,000	5,000,000	5,000,000
Demonstration Account	5,282,450	5,116,080	6,132,936	6,675,781	7,418,782
Subtotal-Livable Communities	10,282,450	10,116,080	11,132,936	11,675,781	12,418,782
Sewer Deficiency	-	-	-	-	-
Subtotal - Non Debt	92,139,907	96,502,128	102,202,035	109,639,117	25,916,288
Solid Waste Debt Service	-	-	-	-	427,460
Parks Debt Service	5,888,349	5,725,501	6,047,814	6,598,577	6,848,080
Transit Debt Service	20,109,549	20,190,351	20,393,958	21,058,982	25,973,187
Radio Debt Service	438,898	425,825	423,525	340,454	421,840
Subtotal - Debt Service	26,436,796	26,341,676	26,865,297	27,998,013	33,670,567
<b>Total</b>	<b>118,576,703</b>	<b>122,843,805</b>	<b>129,067,332</b>	<b>137,637,130</b>	<b>59,586,855</b>
Transit Portion	90,129,474	94,242,497	100,146,011	107,605,271	25,973,187
General Portion	28,447,229	28,601,307	28,921,321	30,031,858	33,613,668
<b>Statutory Levy Limits:</b>					
General Operations	10,135,506	10,317,945	10,472,714	10,786,895	11,110,502
Highway ROW	2,142,932	2,159,302	2,333,630	2,540,187	2,822,906
Livable Comm. Tax Base Revitalization	2,142,932	2,159,302			
Livable Comm. Fiscal Disparity	5,000,000	5,000,000	5,000,000	5,000,000	5,000,000
Livable Comm. Demonstration Acct	5,282,450	5,674,788	6,132,936	6,675,781	7,418,782
Transit Operations District					
Total Levy Limit	78,523,494	84,018,254	90,585,725	98,375,084	Repealed in 2001
Less: Certified Local Option Levies	9,168,501	10,755,117	11,549,029	12,778,569	Repealed in 2001
Regional Levy Limit	69,354,993	73,263,137	79,036,696	85,596,515	Repealed in 2001
Transit Operations Area	1,008,581	1,124,339	1,246,002	1,374,929	Repealed in 2001



**TABLE 10**  
**METROPOLITAN COUNCIL**  
**1998-2002 DEBT SERVICE**

	1998 Actual	1999 Actual	2000 Projected	2001 Projected	2002 Projected
<b>Parks and Open Space:</b>					
Certified Levies	5,888,349	5,725,501	6,047,814	6,598,577	6,848,080
Less: Estimated Uncollectible	13,989	(16,317)	(13,747)	(98,977)	(102,525)
Net Current Tax Receipts	5,902,338	5,709,184	6,034,067	6,499,600	6,745,555
Revenues:					
Property Taxes	4,773,638	4,669,272	4,846,485	5,248,900	6,745,555
State HACA	1,128,700	1,039,912	1,187,582	1,250,700	-
Interest Income	783,859	83,869	198,113	40,000	40,000
Total Revenues	6,686,197	5,793,053	6,232,180	6,539,600	6,785,555
Total Revenues and Other Sources	6,686,197	5,793,053	6,232,180	6,539,600	6,785,555
Expenditures:					
Principal Repayment	2,935,000	5,835,000	2,825,000	4,260,000	5,523,000
Principal Refunding	-	11,575,000	-	-	-
Interest Expense/Fiscal Charges	2,168,470	1,985,910	923,636	1,159,286	1,142,177
Total Expenditures	5,103,470	19,395,910	3,748,636	5,419,286	6,665,177
Revenues & Other Sources Over/ (Under) Expenditures & Other Uses	1,582,727	(13,602,857)	2,483,544	1,120,314	120,378
Residual Equity Transfer In/(Out)	-	(638,790)	-	-	-
Fund Balance, Year End	17,898,675	3,657,028	6,140,572	7,260,886	7,381,264
Recap:					
Current Year Principal and Interest	5,103,470	7,820,910	3,748,636	5,419,286	6,665,177
Bond Refundings	-	11,575,000	-	-	-

**TABLE 10  
METROPOLITAN COUNCIL  
1998-2002 DEBT SERVICE**

	1998 Actual	1999 Actual	2000 Projected	2001 Projected	2002 Projected
<b>Solid Waste:</b>					
Certified Levies	-	-	-	-	427,460
Less: Estimated Uncollectible	609	769	2,962	-	(6,460)
Net Current Tax Receipts	609	769	2,962	-	421,000
Revenues:					
Property Taxes	609	769	2,962	-	421,000
State HACA	-	-	-	-	-
Interest Income	50,132	(4,041)	17,190	5,000	5,000
Other Revenues	-	-	-	-	-
Total Revenues	50,741	(3,272)	20,152	5,000	426,000
Transfer from Other Funds	460,447	400,000	400,000	400,000	-
Total Revenues and Other Sources	511,188	396,728	420,152	405,000	426,000
Expenditures:					
Principal Repayment	265,000	260,000	325,000	335,000	345,000
Interest Expense/Fiscal Charges	186,662	130,283	82,345	67,777	54,091
Total Expenditures	451,662	390,283	407,345	402,777	399,091
Revenues & Other Sources Over/ (Under) Expenditures & Other Uses	59,526	6,445	12,807	2,223	26,909
Residual Equity Transfer	-	-	-	-	-
Fund Balance, Year End	143,799	150,244	163,051	165,274	192,183

**TABLE 10  
METROPOLITAN COUNCIL  
1998-2002 DEBT SERVICE**

	1998 Actual	1999 Actual	2000 Projected	2001 Projected	2002 Projected
<b>Transit:</b>					
Certified Levies	20,109,549	20,190,351	20,393,958	21,058,982	25,973,187
Less: Estimated Uncollectible	(129,835)	(84,632)	(136,149)	(315,882)	(380,782)
Net Current Tax Receipts	<u>19,979,714</u>	<u>20,105,719</u>	<u>20,257,809</u>	<u>20,743,100</u>	<u>25,592,405</u>
Revenues:					
Property Taxes	16,705,348	17,000,278	17,202,189	17,829,300	25,592,405
State HACA	3,274,366	3,105,441	3,055,620	2,913,800	-
Interest Income	944,176	338,792	1,081,993	180,000	180,000
Other Revenues	-	-	-	-	-
Total Revenues	<u>20,923,890</u>	<u>20,444,511</u>	<u>21,339,802</u>	<u>20,923,100</u>	<u>25,772,405</u>
Proceeds from Bonds	1,361,461	-	-	-	-
Refunding Bonds Held in Escrow	-	-	-	-	-
Total Revenues and Other Sources	<u><u>22,285,351</u></u>	<u><u>20,444,511</u></u>	<u><u>21,339,802</u></u>	<u><u>20,923,100</u></u>	<u><u>25,772,405</u></u>
Expenditures:					
Principal Repayment	14,230,000	16,270,000	14,355,000	14,490,000	16,655,000
Principal Refunding	-	-	1,325,000	-	-
Interest Expense/Fiscal Charges	4,242,394	4,133,157	3,915,177	4,954,037	6,363,525
Total Expenditures	<u>18,472,394</u>	<u>20,403,157</u>	<u>19,595,177</u>	<u>19,444,037</u>	<u>23,018,525</u>
Revenues & Other Sources Over/ (Under) Expenditures & Other Uses	3,812,957	41,354	1,744,625	1,479,063	2,753,880
Residual Equity Transfer In/(Out)	-	(115,895)	-	-	-
Fund Balance, Year End	23,880,240	23,805,699	25,550,324	27,029,387	29,783,267
Recap:					
Current Year Principal and Interest	18,472,394	20,403,157	18,270,177	19,444,037	23,018,525
Bond Refundings	-	-	1,325,000	-	-

**TABLE 10  
METROPOLITAN COUNCIL  
1998-2002 DEBT SERVICE**

	1998 Actual	1999 Actual	2000 Projected	2001 Projected	2002 Projected
<b>800 Megahertz Radio:</b>					
Certified Levies	438,898	425,825	423,525	340,454	421,840
Less: Estimated Uncollectible	(17,839)	(1,063)	(3,570)	(5,154)	(6,340)
Net Current Tax Receipts	421,059	424,762	419,955	335,300	415,500
Revenues:					
Property Taxes	340,265	347,328	336,833	270,800	415,500
State HACA	80,794	77,434	83,122	64,500	-
Interest Income	5,768	2,344	14,547	10,000	8,900
Other Revenues	-	-	-	-	-
Total Revenues	426,827	427,106	434,502	345,300	424,400
Proceeds from Bonds	-	-	-	-	-
Total Revenues and Other Sources	426,827	427,106	434,502	345,300	424,400
Expenditures:					
Principal Repayment	-	160,000	265,000	275,000	285,000
Interest Expense/Fiscal Charges	181,149	145,064	135,625	115,433	101,753
Total Expenditures	181,149	305,064	400,625	390,433	386,753
Revenues & Other Sources Over/ (Under) Expenditures & Other Uses	245,678	122,042	33,877	(45,133)	37,647
Fund Balance, Year End	245,894	367,936	401,813	356,680	394,327

**TABLE 10  
METROPOLITAN COUNCIL  
1998-2002 DEBT SERVICE**

	1998 Actual	1999 Actual	2000 Projected	2001 Projected	2002 Projected
<b>Environmental Services:</b>					
MCES Debt Service (Budget Basis)					
Sewer Service Charges	45,755,724	45,588,000	43,367,048	42,809,400	42,577,000
Transfer from SAC Fund	18,503,000	17,712,000	19,890,000	22,635,000	25,443,000
Total Revenues and Other Sources	<u>64,258,724</u>	<u>63,300,000</u>	<u>63,257,048</u>	<u>65,444,400</u>	<u>68,020,000</u>
Expenditures:					
Local Government Debt	57,140	30,000	-	-	-
Current Value Credits	4,107,299	3,351,000	3,095,000	526,000	-
Transfer to Sewer Bond Fund	60,094,285	59,919,000	60,162,048	64,918,400	68,020,000
Total Expenditures	<u>64,258,724</u>	<u>63,300,000</u>	<u>63,257,048</u>	<u>65,444,400</u>	<u>68,020,000</u>
Sewer Bond Fund					
Revenues and Other Sources:					
Interest Income	920,469	327,670	778,000	532,000	532,000
Other Sources:					
Transfers from Environmental Services	60,094,285	59,919,000	60,162,048	64,918,400	68,020,000
Total Revenues and Other Sources	<u>61,014,754</u>	<u>60,246,670</u>	<u>60,940,048</u>	<u>65,450,400</u>	<u>68,552,000</u>
Expenditures:					
Principal Repayments	35,680,000	37,985,000	35,680,000	35,710,000	35,710,000
Interest Expense/Fiscal Charges	28,706,417	29,835,758	31,714,000	33,834,000	33,834,000
Total Expenditures	<u>64,386,417</u>	<u>67,820,758</u>	<u>67,394,000</u>	<u>69,544,000</u>	<u>69,544,000</u>
Fund Balance, Year End	24,931,088	17,357,000	10,903,048	6,809,448	5,817,448

Environmental Services debt service excludes crossover refundings funded from refunding bonds held in escrow (Refundings of \$29,200,000 in 1997 and \$28,400,000 in 1998).

**TABLE 10**  
**METROPOLITAN COUNCIL**  
**1998-2002 DEBT SERVICE**

	1998 Actual	1999 Actual	2000 Projected	2001 Projected	2002 Projected
Combined-All Debt Service:					
Revenues:					
Property Taxes	21,819,860	22,017,647	22,388,469	23,349,000	33,174,460
State HACA	4,483,860	4,222,787	4,326,324	4,229,000	-
Sewer Service Charges/SAC Transfers	64,258,724	63,300,000	63,257,048	65,444,400	68,020,000
Interest Income	1,783,935	420,964	1,311,843	235,000	233,900
Other Income	-	-	-	-	-
Total Revenues	<u>92,346,379</u>	<u>89,961,398</u>	<u>91,283,684</u>	<u>93,257,400</u>	<u>101,428,360</u>
Other Sources:					
Proceeds from Bonds	1,361,461	-	-	-	-
Refunding Bonds Held in Escrow	-	-	-	-	-
Transfers from Other Funds	460,447	400,000	400,000	400,000	-
Total Other Sources	<u>1,821,908</u>	<u>400,000</u>	<u>400,000</u>	<u>400,000</u>	<u>-</u>
Total Revenues and Other Sources	<u><u>94,168,287</u></u>	<u><u>90,361,398</u></u>	<u><u>91,683,684</u></u>	<u><u>93,657,400</u></u>	<u><u>101,428,360</u></u>
Expenditures by Function:					
Parks Debt Service	5,103,470	19,395,910	3,748,636	5,419,286	6,665,177
Solid Waste Debt Service	451,662	390,283	407,345	402,777	399,091
Transit Debt Service	18,472,394	20,403,157	19,595,177	19,444,037	23,018,525
800 Radio System Debt Service	181,149	305,064	400,625	390,433	386,753
Environmental Services Debt Service	64,258,724	63,300,000	63,257,048	65,444,400	68,020,000
Certificates of Indebtedness	-	-	-	-	-
Total Expenditures	<u>88,467,399</u>	<u>103,794,414</u>	<u>87,408,831</u>	<u>91,100,933</u>	<u>98,489,546</u>
Revenues & Other Sources Over/ (Under) Expenditures & Other Uses	5,700,888	(13,433,016)	4,274,853	2,556,467	2,938,814
Recap:					
Current Year Principal and Interest	88,467,399	92,219,414	86,083,831	91,100,933	98,489,546
Bond Refunding	-	11,575,000	1,325,000	-	-

TABLE 11  
METROPOLITAN COUNCIL  
STAFF COMPLEMENT IN FTE'S FOR 2000-2002

	Adopted 2000	Adopted 2001	Proposed 2002
<b>CHAIR AND REGIONAL ADMINISTRATOR'S OFFICES</b>			
Council and Chair's Office	2.00	2.00	1.80
Regional Administrator's Office	4.00	3.00	3.00
Budget and Evaluation	3.00	3.00	3.00
Diversity	8.00	8.50	7.50
Human Resources	26.50	26.25	25.75
Intergovernmental Relations	2.00	2.00	2.00
Internal Audit	6.00	5.50	5.50
Community Relations		7.00	7.00
Risk Management	16.00	16.00	15.00
Communications and Data Center	14.00	12.00	15.50
Library	2.00	2.00	2.00
Legal	10.00	10.00	10.50
Fiscal Services	24.80	25.80	27.60
Information Services	86.15	83.40	81.40
Central Services	8.50	7.50	5.50
Regional Administration	204.45	213.95	213.05
<b>COMMUNITY DEVELOPMENT</b>			
Division Director Office	2.00	2.00	2.00
GIS	12.00	15.00	13.00
Livable Communities	7.00	6.00	6.50
Research	9.00	10.00	11.00
HRA	31.00	33.00	34.00
Planning & Technical Assistance	11.00	13.00	15.50
Regional Growth Strategy	9.00	9.00	9.00
Radio	1.00	1.00	1.00
Community Development	82.00	89.00	92.00
Total Regional Administration & Planning	286.45	302.95	305.05
<b>ENVIRONMENTAL SERVICES DIVISION</b>			
Division Director Offices	24.50	21.40	22.00
Wastewater Services	656.80	619.60	616.30
Environmental Planning/Evaluation	133.00	133.00	127.70
Subtotal	814.30	774.00	766.00
Additional Budgeted Reductions	-13.20		(11.00)
*Total Environmental Services Division	801.10	774.00	755.00
SUBTOTAL	1087.55	1076.95	1060.05
<b>TRANSPORTATION DIVISION</b>			
Transportation Planning	20.00	20.00	20.00
Regular Route	4.00	4.00	4.00
Rural/Small Urban Route	1.00	1.00	1.00
Metro Mobility	12.00	13.00	13.00
Commuter Service	9.00	9.00	9.00
Total Other Transit	46.00	47.00	47.00
Metro Transit			
Drivers	1522.40	1591.90	1565.89
Mechanics	484.40	529.60	520.28
Administration-General	293.60	316.70	343.65
Administration-Clerical	201.10	234.70	233.55
Administration-Police	30.00	30.00	30.00
Total Metro Transit	2531.50	2702.90	2693.37
<b>TOTAL FTE' S</b>	<b>3665.05</b>	<b>3826.85</b>	<b>3800.42</b>

**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





# ***Metropolitan Council 2002 Unified Budget***

## ***Environmental Services Division***

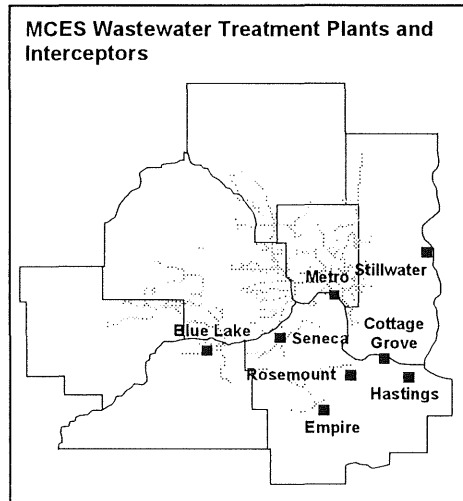
---

- MISSION** 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.
- STRATEGIC GOALS** Four Strategic Goals have been identified to focus the organization's efforts on achievement of its mission. The Strategic Goals were developed within the context of smart growth and are aligned with the Council's policy strategies. Implementation of these goals and strategies are expected to achieve the ten objectives identified below.
- 1. Smart growth alignment**
  - 2. Effective communications and community relations**
  - 3. Enhanced quality of life**
  - 4. Competitive regional services and infrastructure**
- OBJECTIVES** The following ten objectives identify expected outcomes for 2001-2002 for MCES and serve as key milestones to guide the long-term delivery of strategic goals. These outcomes are designed to complement the Council's four key strategies and MCES's more specific business strategies. Performance of the division is monitored and reported on a regular basis to the Environment Committee using an approach that captures the expected outcomes associated with MCES's strategic goals. (Refer to MCES's mid-year and year-end performance reports.)
1. Develop regional environmental policies in partnership with other agencies within the context of smart growth.
  2. Strengthen the connection between the environment and smart growth agenda in concrete ways.
  3. Develop the water resources management infrastructure in support of regional growth.
  4. Ensure customer service and partnerships.
  5. Continue to operate wastewater collection and treatment facilities at a high performance level.
  6. Update and implement procedures to improve project delivery and reduce capital expenses for wastewater infrastructure.
  7. Implement comprehensive strategies for protection of rivers, lakes and streams.
  8. Continue to move the organization toward being a competitive utility within the marketplace.
  9. Contain long-term debt through capital cost savings efforts and innovative debt financing.
  10. Achieve rate system equity through improvements to industrial revenue, service availability charge, reconveyance and cost sharing structures.

## ORGANIZATIONAL INFORMATION AND STRUCTURE

### *Metropolitan Council Environmental Services' Profile*

As one of the public service divisions of the Metropolitan Council, MCES plans for the seven-county metropolitan area. The metropolitan sewer disposal system serves 104 municipalities in the seven-county area.



- Maintains wastewater service rates consistently below the national average.
  - Owns and maintains approximately 600 miles of regional sewers that collect flow from 5,000 miles of sewers owned by 104 communities.
  - Works with approximately 800 industrial clients to substantially reduce the amount of pollution entering our wastewater collection system.
  - 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.
- Partners with numerous public, private and nonprofit Provides water supply and water resources planning for three major watersheds: the Mississippi, Minnesota and St. Croix.
  - Coordinates watershed protection for 46 sub-watersheds.
  - Contributes regional leadership to reduce water pollution through public education.

### *MCES's Key Services*

Within the context of smart growth principles, water resources management services provided by MCES include the following.

#### *Regional Water Resources Planning to Ensure that:*

- Sufficient sewer capacity exists to serve planned development,
- Sufficient capital investments are made to preserve water quality in the region, and
- Local plans provide for adequate water supply in the region.

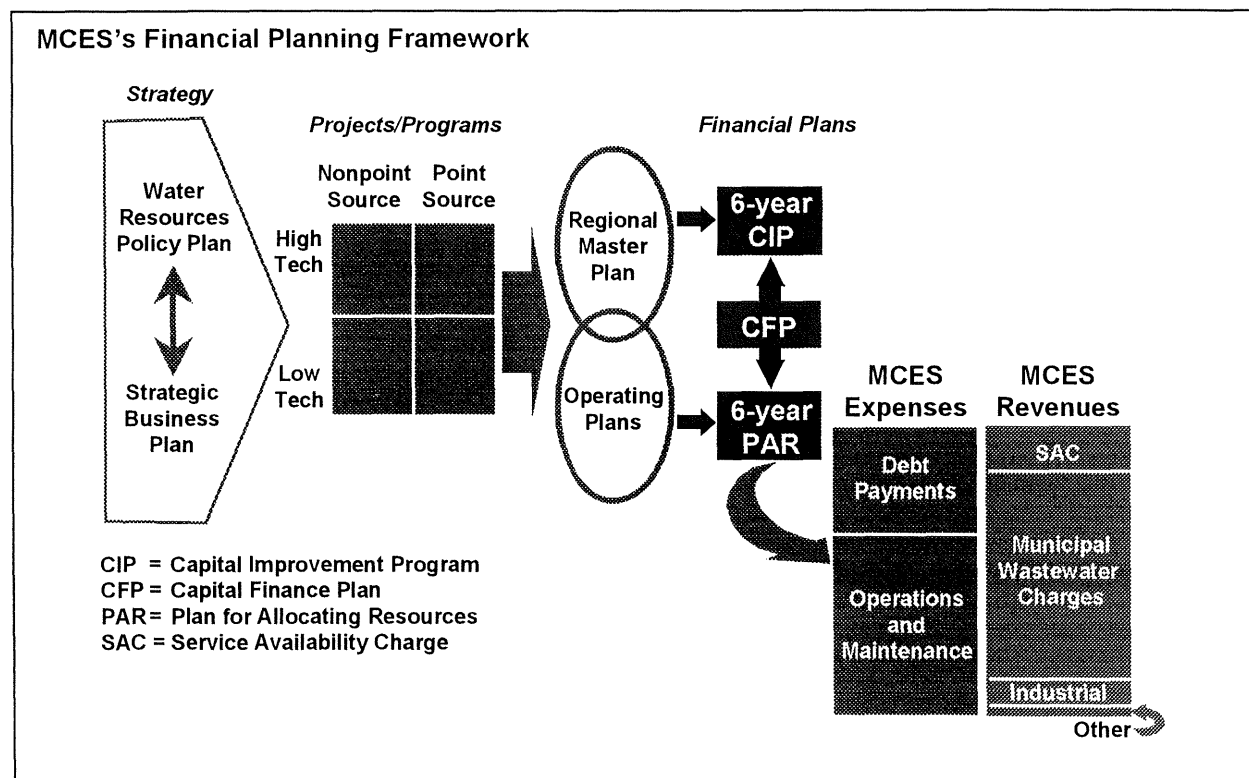
#### *Water Quality Operations to Ensure that:*

- Regional water quality is sustained by the optimal mix of pollution prevention and point and nonpoint source solutions.
- Wastewater collection and treatment services are provided in a cost and quality competitive manner, and
- Local action is catalyzed through incentives, including water quality grants.

## MCES's FINANCIAL PLANNING

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 ten objectives that align with MCES's four strategic goals (see page 4-1) are used as benchmarks to measure the progress of implementation of these plans.

The Division's financial planning framework (shown below) incorporates policy and projects that result in a regional master plan and operating plans, which are used in determining the financial plans. This framework illustrates the incorporation of projects and programs that address issues facing the organization as well as the integration of the operating and capital budgeting processes.



MCES's Integrated Budget 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 six-year Capital Improvement Program (CIP), which presents the six-year infrastructure plans for the organization,
- the Annual Budget and the six-year Plan for Allocating Resources (PAR), which is a high level six-year budget and forecast of municipal wastewater rates, and
- the Capital Finance Plan (CFP), which serves as a bridge between the CIP and the PAR.

The Summary Budget document contains executive summaries of the CIP, PAR, and CFP. These documents are available on the Environment section of the Council's website or by request from the Council's data center at (651) 602-1140.

The 2002 Budget and 2002–2007 PAR continue to represent a thoughtful implementation of the MCES strategic business plan, which has the following underlying three-part business strategy:

1. Plan effectively at a watershed level within the context of smart growth principles.
2. Implement plans through leveraged and mutually beneficial partnerships.
3. Ensure value for our customers and the region.

The process used to develop the 2002 Annual Budget and PAR included interaction with the MCES executive team, regional administration staff and municipal and industrial customers. A draft, high level budget was prepared in the spring of 2001 by budget staff working interactively with the MCES executive team. This effort incorporated responses requested from program managers regarding significant anticipated changes and proposed initiatives, as well as input from our municipal and industrial customers received at three budget planning meetings held in March. 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 a preliminary 2002 municipal wastewater rate, which was presented to customers at three June budget breakfast meetings to allow them time to plan their budgets. The Council adopted this rate in August and it is incorporated into the Council's Unified Budget for 2002.

### ***2002 Budget Planning***

The 2002 Annual Budget and 2002–2007 PAR secures implementation of key aspects of the Water Resources Management Policy Plan and the MCES strategic business.

The 2001 Annual Budget met the 1998 goal of reducing MCES's budget by \$20 million from the baseline of the 1998 budget. This was achieved while maintaining our near-perfect record of compliance and high level of service to our customer communities.

MCES's direction for 2002 represents restored balance and value-added services to the expanding region. The following considerations were among the top priorities during the planning of the 2002 budget.

- Meeting customer expectations for quality and level of service
- Addressing watershed capacity and pollutant load issues
- Remaining competitive in the marketplace
- Identifying needs resulting from shifting boundaries related to regional land use and development of a new regional growth strategy.

Near-term goals for achieving balance and value include updates to the *Regional Blueprint* and *Water Policy Plan*, coordination between urban and rural services, watershed-based master plans, and being among the top 5 by '05 within the industry regarding cost and quality competitive services. MCES's most important long-term goal is meeting the needs of a changing metropolitan area.

Meeting current and future regulatory requirements continues to be a top priority for MCES. Our near-perfect record of compliance is a very strong competitive advantage, 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.

## ***MCES Rates (Revenues)***

### **Rate Policy for Municipal Wastewater Charges**

The Metropolitan Council will maintain a rate structure for Environmental Services that enables the function to meet environmental requirements, adequately anticipate and implement infrastructure rehabilitation needs, keep its system in good repair, manage and operate competitively, provide services that benefit the entire region environmentally and economically, and provide capacity for growth consistent with Council policy. These goals will be implemented within the constraints of the rate objectives of predictability and modest rate increases to the customer.

**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, a service that protects the public health and water quality of the region. Each community pays the same rate for wastewater services. In 2002 this rate will be \$123 per hundred thousand gallons. The revenue generated by the municipal wastewater charges will account for 77 percent of MCES's projected total operating revenue for the year 2002. MCES's municipal wastewater charges are calculated using the following steps:

1. **Environmental Services (ES) Revenues** = Municipal Wastewater Charge Revenue + SAC Transfer + Other Revenue
2. **Municipal Wastewater Charge** = Total Municipal Wastewater Charges to Cities ÷ Budgeted Flow

The 2002 wastewater service charge revenue is budgeted at \$163 million, a 5.5 percent increase from 2001. However, the 2002 budgeted revenue remains \$4 million lower than the 1998 base budget.

**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. The SAC revenue is intended to pay the average cost of growth and is used to finance the reserved capacity in the wastewater system. Each community pays the same rate for SAC. In 2002, the basic SAC rate will be \$1,200 per residence or equivalent unit. The transfer from SAC fees represents 15 percent of MCES's total operating budget for 2002.

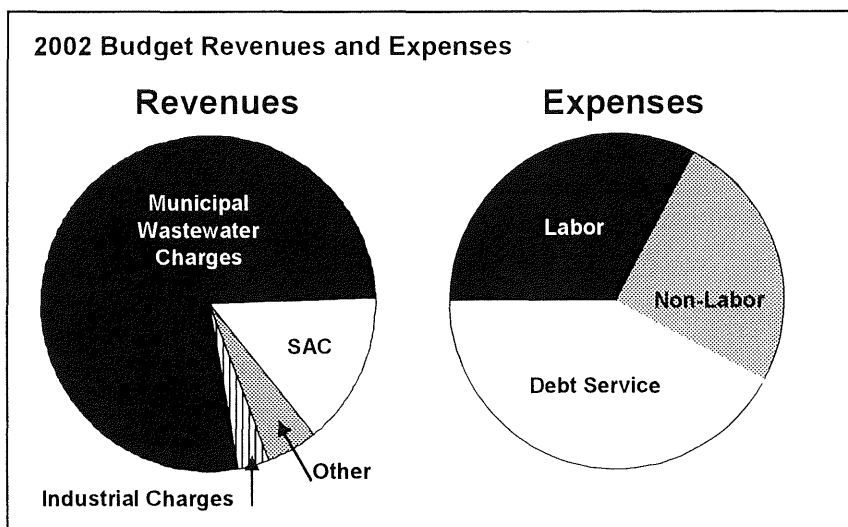
**Industrial Rate System (IRS)**—Industries pay MCES directly for a variety of charges that are targeted for specific customer applications. The following charges/fees are included in the IRS.

- 1) Industrial strength charge,
- 2) Liquid waste hauler load charge,
- 3) Industrial discharge permit fee,
- 4) Add-on service charge,
- 5) Self-monitoring report late fee,
- 6) Stipulation agreement payment,
- 7) Cost recovery fee, and
- 8) Special strength charge.

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

The industrial strength charge is the overwhelming majority of these fees and is charged to capture treatment costs caused by industrial wastewater, which has more pollutants than typical domestic wastewater. The revenue from the entire IRS is 5 percent of MCES's 2002 revenues.

**Other Revenue**—The remaining 3 percent of MCES's 2002 revenue comes from other sources. This includes revenue from interest, state grants, property tax transfers and designated reserves.



## FINANCIAL ANALYSIS

**Rates, Revenues and Expenses**—The following tables show budgeted MCES rates, revenues and expenses for the years 1998-2002.

<b>MCES Revenue: 1998–2002</b> (Revenue in 000)						
	<b>1998</b>	<b>1999</b>	<b>2000</b>	<b>2001</b>	<b>2001</b>	<b>2002</b>
	<b>Base Budget</b>	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Revised</b>	<b>Budget</b>
Flow	102.5	103.5	100.1	101.5	105.5	102
X Rate	\$135.00	\$125.70	\$120.00	\$118.00	\$118.00	\$123.00
Municipal Wastewater Revenue	\$138,375	\$128,914	\$119,830	\$119,770	\$124,490	\$125,460
SAC Transfer	18,503	17,712	20,902	22,635	24,793	25,143
Industrial Charges	9,178	5,955	6,981	6,386	6,532	7,910
Misc Revenue	1,144	2,606	2,895	3,165	2,474	2,678
Designated Reserves	0	1,000	1,500	2,548	378	3,193
<b>Total Revenue</b>	<b>\$167,200</b>	<b>\$156,187</b>	<b>\$152,108</b>	<b>\$154,504</b>	<b>\$158,667</b>	<b>\$164,684</b>

<b>MCES Expenses: 1998–2002</b> (Expenses in 000)						
	<b>1998</b>	<b>1999</b>	<b>2000</b>	<b>2001</b>	<b>2001</b>	<b>2002</b>
	<b>Base Budget</b>	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Revised</b>	<b>Budget</b>
Total Labor	\$58,231	\$51,889	\$49,777	\$47,542	\$50,518	\$52,288
Total Non-Labor	43,215	39,140	37,174	37,379	40,534	42,226
Debt Service	64,360	63,379	63,257	64,566	64,566	68,020
Other Commitments	0	1,000	1,500	2,200	2,200	2,150
<b>Total Expenses</b>	<b>\$165,806</b>	<b>\$155,408</b>	<b>\$151,708</b>	<b>\$151,687</b>	<b>\$157,818</b>	<b>\$164,684</b>

The 2002 Budget and the projections for future rates and expenses can only be achieved with the continued commitment of Council and MCES executives, managers and staff to meet its targets. Even with this commitment, factors outside the control of MCES will provide significant challenges; among these is the impact of dry weather conditions on flow levels and excessive inflation in the costs of utilities, fuels, chemicals and medical benefits.

**Labor**—The \$20 million budget reduction achieved in 2001 resulted in a reduction of staff, represented in FTEs (full time equivalents), from 984 FTEs in 1998 to 767 in 2001. There are 761.5 FTEs budgeted for 2002 and the plans for future budgets include small reductions in FTE numbers achieved through attrition. In 2002 staff (labor) expenses account for 32 percent of the budget.

A flexible, skilled and productive workforce includes having the right number of employees, in the right places, prepared with the right skills. The 2002 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**—The 2002 Annual Budget includes two different types of operating expenses. The first is the continuing operating costs for the Division. This category includes items such as wages and benefits, utilities, chemicals and safety. MCES is studying the need for enhanced security at its facilities. If it is determined that security enhancements are necessary and major, they will be obtained by a budget amendment or the use of contingency reserves.

The second category relates to tactical goals and changing business direction. The cost of the strategic business plan's ten objectives has been added to department expenses. Items in this category include a data management system for environmental planning and evaluation, and the division's contributions to smart growth and the Regional Environmental Partnership.

In 2002 non-labor operational expenses account for 27 percent of the budget.

**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 and interest rate assumptions, current debt obligations and debt leveling requirements to form a debt service forecast for the PAR period. In 2002 debt service expenses account for 41 percent of the budget.

## **SUMMARY**

MCES believes that the 2002 Annual Budget represents a significant movement toward integration of MCES's plans with the plans and policies of the Metropolitan Council, and integration of plans within the Division. The linkage of MCES's strategic business plan and plan for allocation of resources will maintain the Division's competitive position and will allow staff to work toward the next level goal—performing among the best in class within the industry, while enhancing the region's water resources and overall environment through implementation and support of smart growth action items.





# ***Metropolitan Council 2002 Unified Budget***

## ***Transportation Division-Transportation & Transit Development Unit***

---

### **ORGANIZATION**

The Metropolitan Council's Transportation Division is composed of two units: Metro Transit and Transportation and Transit Development. Transportation and Transit Development (T&TD) provides contracted transit services throughout the region. It also carries out the region's long-range transportation planning activities for all modes of transportation. These activities include developing the region's overarching transportation planning documents and coordinating the allocation of federal funds among various transportation modes. T&TD also carries out travel demand management activities for the entire metropolitan area.

### **SHIFT FROM PROPERTY TAX FUNDING TO AN TRANSIT FUND TRANSFER**

Prior to 2002, the Council had the authority to levy property taxes for transit operations in the Twin Cities seven county metropolitan area. This includes the following counties: Hennepin, Ramsey, Carver, Anoka, Washington, Scott, and Dakota Counties. This region was divided into two areas for taxing purposes:

- Transit Taxing District: This subset of cities within the seven county area includes most of the urbanized portion of the region. The Metropolitan Council levied property taxes in most of this area and provides regular route transit service through Metro Transit and through contracts with private and non-profit providers. Thirteen cities within the taxing district had the authority to levy their own taxes and run their own transit services, known as opt out or replacement services.
- Transit Area: This area, outside of the Transit Taxing District but within the seven county area, is primarily rural. In this area, the Metropolitan Council levied property taxes at a rate approximately one-tenth of the Transit Taxing District rate and contracts with private providers for dial-a-ride services.

Starting in calendar year 2002, neither the Council nor the opt out communities will levy property taxes for transit operations because the 2001 Legislature eliminated this levying authority. As a replacement for the property tax levy, the State will transfer, starting in Fiscal year 2003, 20.5 percent of the state's Motor Vehicle Excise Tax (transit fund) to a Metropolitan Area Transit Fund appropriated to the Council for the funding of transit systems within the metropolitan area. The 20.5 percent transit fund transfer is projected to generate \$116.9 million in Fiscal Year 2003.

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 for the funding of transit systems subject to legislative appropriation. This additional 2 percent transfer will generate about \$12 million in Fiscal Year 2004.

# ***Metropolitan Council 2002 Unified Budget***

## ***Transportation Division-Transportation & Transit Development***

### ***Unit***

---

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 rest of the region's providers through its regular budget processes.

Timing of the transit fund revenue will be similar to property tax revenues. To assist in this one-time migration from one revenue source to another, the Legislature allocated \$5 million of one-time monies to mitigate cash flow issues.

The Council also retains the authority to use a property tax in the case of a downturn in transit fund revenues. If 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.

## **TRANSPORTATION AND TRANSIT DEVELOPMENT**

### **MISSION**

To plan for effective regional transportation and to provide high quality, cost-effective transportation services to support regional growth objectives, improved regional competitiveness in the global economy, and to meet the transportation needs of the region.

### **EXPECTED RESULTS:**

- Development of the region according to Smart Growth principles.
- An integrated and balanced transportation system (highway, transit, airports, and non-motorized modes) that supports the efficient movement of people and goods.
- A comprehensive transportation planning process that fosters cooperation and collaboration among federal, state, regional agencies, local government and the private sector.
- Transportation resources allocated in a cost-effective manner to meet regional transportation system needs.
- Support among the public and decision-makers for a strong balanced transportation system that gets people where they want to go, when they want to get there.
- Provision of an effective and efficient regional transit system through partnerships with private contractors and other public entities.

### **TACTICAL GOALS**

- Ensure that the activities of the Transportation division are coordinated with the activities of other Council divisions to support land uses that improve the livability of communities.
- Develop a regional consensus on transportation policies and strategies through the implementation of Transportation Policy Plan and revisions to the plan.
- Coordinate regional transportation priorities and invest transportation resources in a cost-effective manner through integrated programming of capital funds (federal, state and

# ***Metropolitan Council 2002 Unified Budget***

## ***Transportation Division-Transportation & Transit Development Unit***

---

regional), integrated sources and uses operating budget, review of the MAC Capital Improvement Program and administration of the RALF program.

- Implement effective and efficient transit services with increasing ridership

### **2002 MAJOR POLICY INITIATIVES/KEY WORK PROGRAMS**

#### Transportation and Transit Development Planning Activities

- Staff support for transit corridor studies including the Central corridor, the Northwest, Southwest and Riverview busways, the Cedar Ave. corridor, the Northstar, Red Rock and Dan Patch commuter rail lines, the Rush line and the Minneapolis corridor.
- Staff support for highway studies including IRC 169/101 to Mille Lacs, I-94 to St Cloud, TH 10 to St Cloud, TH 212 and TH 169 to Southwest Minnesota, TH 52 to Rochester, TH7, TH 55, TH 36 to Stillwater, I-35E North, TH 55, TH 36 to Stillwater, and I-35E North.
- Staff support to Hiawatha LRT Implementation
- 2005-2006 CMAQ/STP solicitation
- Completion of the Transportation System Performance Audit
- Staff support for 2002 Legislative session

#### Metro Commuter Services/Travel Demand Management

- Promote alternative transportation to commuters.
- Encourage business to develop alternative transportation for employees
- Manage CMAQ grants supporting TMO's and TDM programs

#### Metro Mobility

- Modest increases in service level will result in a 2-3 percent increase in ridership and a reduction in trip denials.
- Assumes \$800,000 for a new Taxi Program, \$530,000 for continuation of Supplemental Services, and \$100,000 for continuation of Assured Ride Home
- Consultant contracts to study eligibility and functional assessment options, and AVL & trip software

#### Opt Outs

- Receive a portion of the transit fund funding based on a distribution formula in state law. Their portion of the transit fund is based on the growth in the property tax base in these cities.

#### Rural Small Urban

- 2002 ridership projected at 525,000 rides, with represents a small increase with respect to 2001 due to full year operation of Minnetonka, Edina, and Prism dial-a-ride services

# ***Metropolitan Council 2002 Unified Budget***

## ***Transportation Division-Transportation & Transit Development***

### ***Unit***

---

- 8% increase in provider cost
- 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

- 2002 ridership projected at 1.95 million rides, with ridership growth projected at 2% with respect to 2001. The modest ridership growth is in part due to the impact of the fare increase
- 8% increase in provider cost

### **FINANCIAL ANALYSIS**

#### **Key Revenue assumptions:**

- State appropriation
  - Increase of 6% for calendar 2002 from the 2002-2003 biennial funding
- Transit fund replaces the property tax
  - Increase 7.8% in revenues from 2001 to 2002
  - transit fund above this amount is put into reserves to draw on in case of downturn of the transit fund tax due to the variability of the transit fund tax
- Federal revenues
  - Use of \$3 million of federal funds to make it possible to expand capacity.
- Fares
  - Full year of the 2001 fare increase
- Fund balances
  - Transportation and Transit Development: Drawn down to current policy levels
  - Opt Out: Balances belong to opt out communities
  - Metro Mobility: At policy levels
  - Rural/Small Urban: Planned draw down of balances
  - Contracted: Planned draw down of balances

#### **Key Expenditure Assumptions:**

- Staff salaries & fringe at union contract rates
- Materials and supplies at inflation
- Interdivisional costs as required
- Provider contracts
  - Metro Mobility: 9% increase, which includes \$800,000 for a taxi program, \$500,000 for supplemental service, and \$100,000 for assured ride home program
  - Regular Route 8% with no increase in service over 2001
  - Rural/Small Urban 8% with no increase in service over 2001
  - All Opt Out transit fund funds flow through the Opt Out fund. In 2001, only those communities that had the Council levy on their behalf were part of the

***Metropolitan Council 2002 Unified Budget  
Transportation Division-Transportation & Transit Development  
Unit***

---

Council budget. Because of this funding change, there is a dramatic increase in both the revenues and expenditures in the Opt Out fund.

- \$450,000 in Travel Demand Management contracts
- Inter-fund transfers of \$4,785,745 from Transportation and Transit Development funds to the Metro Transit operating fund. Includes \$1,000,000 in available fund balances from the Opt Out fund, \$1,000,000 in fund balances originally committed to Transit for Livable Communities and \$2,785,745 in available fund balances from the T&TD Administration fund.

# ***Metropolitan Council 2002 Unified Budget***

## ***Transportation Division-Metro Transit***

---

### **METRO TRANSIT**

#### ***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 2002, 74.9 million customers will ride on Metro Transit buses. This is a projection of 3.0 million rides over 2001. This increase in ridership is attributed to creating new service supporting Smart Growth, increasing Local Service by adding more service on existing routes, and a major focus on enhancing the quality of the bus riding experience by improving security, focusing on cleanliness, and delivering customer-focused service. The agency's 1,600 operators and over 500 mechanics support a 957-bus fleet serving 154 local, express and contract routes. In service to its customers, Metro Transit drives more than 100,000 miles each weekday. As the 4th largest all-bus transit system in North America, Metro Transit provides service that results in 75,000 fewer cars on Twin Cities' roadways and a 9% reduction in congestion.

In 2002, Metro Transit will continue successful programs put in place in 1998-2001 to increase transit ridership, improve transit quality, and expand transit service. Thanks to increased investment from the state legislature, the economic strength of the community, and reinvestment of funds within our system, Metro Transit has the increased financial resources to operate and improve the transit system. Metro Transit is internally building the team and teamwork so that all employees become active participants in achieving its goals. Metro Transit will create and nurture community and business partnerships to support transit ridership and transit advocacy.

The Metro Transit proposed budget provides a 3.2 percent service growth, which continues a service growth trend to implement the Council's Transit 2020 Master Plan. This service growth increase focuses on increasing frequency and span of local routes, increasing limited-stop service, and increasing express service to key destinations. The budget proposal assumes the annualization of the fare increase implemented in 2001, modest growth in state funding consistent with the Governor's approved biennial budget, and elimination of Property Taxes and replacement with the State's Motor Vehicle Excise Tax (transit fund) effective July 2002.

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

Metro Transit staff built the budget with direction from the General Manager. The General Manager then approves Metro Transit's budget and recommends 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.

# ***Metropolitan Council 2002 Unified Budget***

## ***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 Transportation and Transit Development. In consultation with the Transportation Advisory Board, the Council also allocates federal transportation funds among transit, highway, and other transportation projects.

The 2002 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 increase 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. About 15% of all fixed route buses in the metro area are governed by Opt-Out Cities/Commissions; the rest of the Council's Transportation Division, or the University of Minnesota. About 10% 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 an operating budget with revenues of \$210.1 million and expenses of \$211.3 million. This budget is balanced through the use of \$1.2 million of reserves for the Rail Implementation Initiatives. These Rail Implementation Initiatives include expanding Council oversight protection, Achieving FTA system assurances, and implementing staffing and training. Available operating reserves in 2002 are estimated to start at about \$13.7 million.

Metro Transit has an approximate \$107 million unfunded long-term exposure for post-retirement health benefits. Current accounting rules do not require Metro Transit or the Metropolitan

***Metropolitan Council 2002 Unified Budget***  
***Transportation Division-Metro Transit***

---

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 ongoing retiree premiums. This is a substantial commitment to funding the liability and is projected to fully fund the liability 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 1999 to 2002.

**Metro Transit Sources and Uses of Operating Funds, 1999-2002**  
**(All values in millions of dollars)**

	1999 Actual	2000 Actual	2001 Amended Budget	2002 Proposed Budget
<b>UNDESIGNATED RETAINED EARNINGS – JAN. 1</b>	<b>\$15.3</b>	<b>\$11.4</b>	<b>\$13.7</b>	<b>\$13.7</b>
<b><u>SOURCES OF FUNDS:</u></b>				
Transit Fund	\$62.2	\$68.6	\$72.8	\$40.3
Passenger Fares	\$51.1	\$54.4	\$56.8	\$64.1
State Funds	\$29.5	\$31.9	\$36.3	\$72.2
Federal Funds + Capital	\$4.2	\$3.9	\$12.8	\$14.7
All Other Sources	\$10.5	\$12.7	\$15.3	\$14.0
Transfers From Other Funds	--	--	--	\$4.8
<b>Total Sources</b>	<b>\$157.4</b>	<b>\$171.4</b>	<b>\$194.0</b>	<b>\$210.1</b>
<b><u>USES OF FUNDS:</u></b>				
Salaries & Benefits	\$124.1	\$130.0	\$149.2	\$163.9
Materials & Supplies	\$16.1	\$17.8	\$19.1	\$20.1
All Other Expenses	\$12.4	\$12.8	\$16.9	\$16.9
Central Service Fees	\$8.6	\$8.5	\$8.8	\$9.2
Rail Implementation Initiatives	--	--	--	\$1.2
<b>Total Uses</b>	<b>\$161.2</b>	<b>\$169.1</b>	<b>\$194.0</b>	<b>\$211.3</b>
<b>SURPLUS (DEFICIT)</b>	<b>\$(3.9)</b>	<b>\$2.3</b>	<b>--</b>	<b>\$(1.2)</b>
<b>UNDESIGNATED RETAINED EARNINGS – DEC. 31</b>	<b>\$11.4</b>	<b>\$13.7</b>	<b>\$13.7</b>	<b>\$12.5</b>



# ***Metropolitan Council 2002 Unified Budget***

## ***Transportation Division-Metro Transit***

---

### ***Revenues***

Metro Transit's revenue budget in 2002 is \$210.1 million, up \$16.1 million or 8.3% from the 2001 Budget of \$194.0 million. The three largest sources of funds include the Metropolitan Area Transit Fund, customer fares, and state general funds. Starting in 2002, the Council will not levy property taxes for transit operations because the 2001 Legislature eliminated this levying authority. This has been replaced, effective July 2002 with a State transfer of a percentage of the state's Motor Vehicle Excise Tax (transit fund). State General Funds have grown strongly reflecting increasing state support for transit and its successes over the past several years. Customer fare revenue will increase 12.9% or \$7.3 million which reflects the fare increase effective July 2001.

### ***Expenses***

Metro Transit's expense budget in 2002 is \$211.3 million, up \$17.3 million or 8.9% from the 2001 Budget of \$194.0 million. The largest expense increase is in Labor and Fringe Benefits. The increase to fringe benefits is due to increases in health care costs. Other expense increases include higher diesel fuel prices, utility expenses and professional and technical support. The 2002 Budget also includes expense for new key enhancements which include improving security, focusing on cleanliness, and delivering customer-focused service.

### ***Personnel***

Full-time equivalent positions included in the preliminary 2002 budget are:

Bus Operators	1,565.89
Mechanics: vehicle & facilities	520.28
Supervisory & Professional	343.65
Clerical	233.55
<u>Part-time Police Patrol</u>	<u>30.00</u>
Total FTEs	2,693.37

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 2002**

### ***Ridership***

During the previous biennium, the state legislature increased transit funding while challenging the Council to increase ridership with Metro Transit's share of the goal at 138 million rides. Metro Transit achieved and exceeded this biennium goal at over 147 million rides. Metro Transit's proposed 2002 budget provides a 3.2% service growth, which continues a service growth trend to implement the Transit 2020 Master Plan. Metro Transit's 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

## ***Metropolitan Council 2002 Unified Budget Transportation Division-Metro Transit***

---

service reliability, expanding and simplifying transfers, adding employer-subsidized fare programs and 2002 new key enhancements which include improving security, focusing on cleanliness, and delivering customer-focused service. Improving security involves expanding police presence on buses, assigning officers more strategically, addressing structure, goals and vision of transit policing, and examining technologies to improve communications and productivity. Focusing on cleanliness involves shortening bus cleaning intervals, introducing a "Touch-Up Campaign", removing bus trash midday, and accelerating bus shelter cleaning. Delivering customer-focused service involves enhancing on-time performance, improving reliability, ensuring greater visibility of street supervisors, and cutting response time for customer concerns. In addition, the region's economy is strong with increased employment helping to boost ridership, as 80 percent of trips are work-related.

In October 1998, Metro Transit introduced the Metropass program that allows employers to subsidize annual transit passes for all of their employees. Initially, the program is 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 2001, 50 companies are enrolled in the Metro Pass program with over 68,000 eligible employees within these companies.

The largest impact on ridership can be traced to the time-only transfer program implemented in July 1998. One fare now gives customers unlimited use of the transit system for 2.5 hours. In one year, transfer rides increased by about 5 million rides, about 22%. Simultaneously, fare paying customers *also* increased. Therefore, in spite of much higher transfer usage, Metro Transit is realizing ridership increases from fare paying customers as well. In fact, customers report that because the value is better, they ride the bus more often.

In September 2000, a two-year U-Pass Transit Program began with the University of Minnesota. 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. The goal is to increase transit use at the university by 40% over the 2-year project. The University has contracted with Metro Transit to compensate Metro Transit for any decrease in passenger revenues and for additional service.

### **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 proposes 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, improved reverse commute transit service and introduction of "flex" routes. This grant provides for operating costs and marketing of expanded service and benefits 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

## ***Metropolitan Council 2002 Unified Budget Transportation Division-Metro Transit***

---

the sub-region, adding commuter express trips, adding midday express service and improving transit facilities. This grant provides for 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 will more than double the current level of weekday express bus service between the Woodbury park and ride to downtown Minneapolis. Communities which will benefit from this service will include Woodbury, Oakdale, Lake Elmo, Stillwater, Cottage Grove and Eastern Wisconsin. This grant provides for operating costs and marketing of expanded service.
- I-35W North Corridor: This is a three-year service expansion starting in December 2002. This service will include rush hour express frequency, and new all day express bus service between both downtown Minneapolis and St. Paul, and 95<sup>th</sup> Ave. and County Road H Park and Ride lots on I-35 W. This grant provides for operating costs and marketing of expanded service.

Integrating Regular Route changes with growing communities and redeveloping core areas:

- Metro Transit added several new routes, including expanded service to Woodbury, the single most successful new service. Ten bus trips now serve Woodbury on routes 355 and 353. New park and rides lots filled to capacity immediately; expansion is planned. Along University Avenue, between Minneapolis and St. Paul, Route 50 Limited Stop service was successfully added and provides customers a faster ride with fewer stops for the same fare.
- "Owl service", between 1:00 a.m. and 5:00 a.m., was added in October 1998 on eight routes that serve the densest portions of the urban area.

Special Service:

- Metro Transit provides express service to the State Fair mainly from shopping malls and park-ride lots and provides shuttle service from various locations. The service provides more than 800,000 State Fair rides, bringing 1/4<sup>th</sup> of all patrons to the State Fair.

As a result of these and other initiatives, Metro Transit expects to achieve over 74.9 million rides in 2002 with a 3.2% increase in service growth.

### ***Hiawatha Corridor Light Rail Transit Project—On Track***

In January 2001, Metro 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).

Metro Transit will continue to position itself to be a professional operator of rail transit. This will involve close cooperation with the Minnesota Department of Transportation, which is designing and constructing the line, and with other governmental agencies and communities. Start-up executive and senior management and project support positions have been added and will be paid for from the rail project. One entrepreneurial position was added, funded by Ramsey County, to help coordinate transitway planning in the Riverview corridor.

# ***Metropolitan Council 2002 Unified Budget***

## ***Transportation Division-Metro Transit***

---

### ***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***

Eighty standard 40-foot coaches arrived in 2001 as Metro Transit retires its older buses. Metro Transit has diversified its fleet mix recently with the addition of over-the-road coaches and small buses. Metro Transit also will introduce hybrid electric technology to the region as the next step in its alternative fuels program. Five 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. Metro Transit is on track for all buses to be fully accessible by the end of 2003.

Metro Transit will continue its mid-life repainting program. At the cost of \$8,500 per bus, Metro Transit mechanics sand, repair, prime and apply two coats of graffiti-resistant high-gloss paint. The result is a six-year-old vehicle whose external appearance is nearly indistinguishable from a new \$250,000 coach. The improved appearance of the fleet contributes to the public's overall confidence in Metro Transit's ability to produce quality service.

### ***Capital Projects, including East Metro Garage Replacement***

Metro Transit acted to re-establish a professional engineering unit in 1999. Its largest project for 2000-2001 was constructing a replacement for the 93-year-old Snelling Garage to serve the transit needs of St. Paul and its suburbs. East Metro Garage operations will begin in fall 2001. The new site is at Mississippi and Cayuga near downtown St. Paul. The Engineering unit anticipates using 12 equivalent staff positions from Environmental Services units to help expedite already approved and funded Metro Transit public and support facility projects. The 2002 budget reflects the capital funds to cover these positions and paying Environmental Services for their use.

### ***Summary***

Metro Transit proposes an aggressive FY 2002 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. The budget plan as proposed projects revenues of \$210.1 million with an increase in ridership to 74.9 million rides. The 2002 operating budget has a major focus on enhancing the quality of the bus riding experience by improving security, focusing on cleanliness, and delivering customer-focused service.

**Community  
Development**

## **COMMUNITY 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**
- Customer Service
  - Alignment
  - Implementation
- Objectives**
- Integrated regional growth strategy that aligns regional investments and incentives with smart growth principles
  - *Regional Blueprint* and regional growth strategy
  - Affordable housing development 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
- Activities**
- Regional Growth Strategy**
- Lead the Smart Growth Twin Cities project
  - Adopt a new *Regional Blueprint* 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
  - Work with partners to strengthen reinvestment and redevelopment tools and strategies
  - Develop and implement rural issues policies
  - Provide regional parks planning
  - Implement Mississippi River Pool 2
  - Develop and implement rural issues policies

# ***Metropolitan Council 2002 Unified Budget***

## ***Community Development Division***

---

### **Activities (cont.)**

- Regional Growth Strategy
- Integrate natural resource information and guidelines in the updated *Regional Blueprint* and plan review and implementation processes
- Assist the Council with its review/revision of regional policy plans

#### **Planning and Technical Assistance**

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

#### **Research**

- Distribute and analyze available 2000 Census results
- Forecasts
- Research and policy analysis

#### **GIS**

- Make GIS technology and products available in support of the Smart Growth Twin Cities project and Council users
- Act on recommendations set forth in the MetroGIS Business Plan
- Provide aerial land use interpretation
- Develop GIS web applications

#### **Livable Communities**

- Implement seventh year of Livable Communities Act
- Implement *Blueprint* 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

#### **HRA**

- Fully use rent subsidy resources
- Implement Home Steps Homeownership Program

#### **Outreach**

- Facilitate Housing and Land Use Advisory Committee
- Facilitate Real Estate Advisory Panel
- Facilitate Business Roundtable
- Practicum: applying smart growth principles

# ***Metropolitan Council 2002 Unified Budget***

## ***Community Development Division***

---

### **ORGANIZATION**

The Community Development Division is one of four divisions of the Metropolitan Council. It has primary responsibility for development and implementation of the Council's *Regional Blueprint* and 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, geographic information systems and regional growth strategy—and the Housing and Livable Communities Department, which includes the housing and redevelopment authority, livable communities and metropolitan radio system.

In 2002 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 *Regional Blueprint* as part of the Smart Growth Twin Cities project. 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 *Regional Blueprint* and Growth Strategy. 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* 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.

Division staff will play the lead role in carrying out the Smart Growth Twin Cities project begun in mid-2000. This two-and-a-half year major interdivisional project is aimed at demonstrating what Smart Growth looks like on the ground in Twin Cities' communities. It is aimed at implementing a regional growth management strategy that links land use, transportation and natural resources planning.

The project is designed to provide Smart Growth tools and support so cities can build communities where people want to live, work, raise a family and do business. It is also designed to build support among the public and decision-makers for regional problem-solving approaches to growth management challenges.

Smart Growth Twin Cities will explore compact growth and development patterns, efficient use of transportation and sewer facilities and services, and preservation of open space and natural resources. Residents will be asked to help shape their cities' future through regional and sub-regional workshops and interactive web sites. The results of Smart Growth Twin Cities will provide important input to the *Regional Blueprint 2002* process.



## ***Metropolitan Council 2002 Unified Budget***

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

---

The two-and-a-half-year project will be completed in two tracks: Track one—review and compile local comprehensive plans as a basis for evaluating land use options and conduct workshops to develop regional scenarios that better integrate land use, transportation and natural resources. Track two—work with selected local governments to prepare detailed urban design plans for Smart Growth opportunity sites.

To successfully implement the above strategies and to enhance its technical assistance, education, and outreach activities the Council will rely on our planning and technical assistance staff.

Housing activities will take on increased importance in 2002 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; and move forward vigorously to implement the Family Affordable Housing Program, which provides for the development of replacement and incentive rental units in the suburbs. The HRA will further identify ways to 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 lead the development of 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 2002, the Council will begin a multi-year process of distributing and analyzing data from the 2000 Census. The first summary file will be released in late 2001. New forecasts will be developed and changes in the characteristics and location of population will be analyzed. This information will be related to land use data from the 2000 land use photos. Information on housing affordability and work trips should be available for analysis late in the year. Finally, with SF#3 in late 2002 or 2003, in-depth analysis of migration trends, poverty and income levels will be undertaken.

# ***Metropolitan Council 2002 Unified Budget***

## ***Community Development Division***

---

GIS will produce data, maps and other products used to support modeling and workshop activities of the Smart Growth Twin Cities project. GIS will work with a consultant to model land use scenarios and provide map products for use in workshops and public presentations. Council staff will also integrate data maintenance procedures and modeling techniques into GIS support activities in the late stages of the Smart Growth project. This integration will allow the Council to continue to benefit from the project long after it has ended.

GIS will continue to produce maps of the 2000 census data, as it becomes available. Both the spatial components of the 2000 census data and the 2000 land use data will be completed and made available for use during 2002. A major GIS software upgrade will continue to be implemented, increasing GIS capability and productivity. A development project will be conducted to assure land availability information is kept current for use in monitoring land use change.

MetroGIS will continue to implement its business plan and share GIS data development and services among its stakeholders. MetroGIS will seek to modify data practices laws that are obstacles to widespread data sharing, continue to improve access to commonly needed GIS data, and continue to develop regional GIS data sets, and document the benefits of sharing GIS data.

### **MetroGIS**

- Develop MetroGIS to promote interagency cooperation, regional thinking and data sharing for use in GIS. In 2002, activities will focus on the following topics with the ultimate purpose being to foster 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 2002, work will be completed on existing land use, hydrology, and roads and highways.
  - Continue efforts to implement Internet-based ways for the MetroGIS community and general public to interactively view and query commonly needed data.
  - Continue efforts to define an appropriate organizational structure consistent with that necessary to accomplish MetroGIS' vision.
  - Define performance measures to effectively gauge progress to attain MetroGIS' vision of wide spread sharing of GIS data and related program resources,
  - Update its Business Plan to ensure the vision and practices are consistent with the needs of the entire MetroGIS community.

# ***Metropolitan Council 2002 Unified Budget***

## ***Community Development Division***

---

In 2002, 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, the findings from the 2001 *Barriers to Participation/Use of the Regional Park System by Special Populations* study, the findings from the 2002 *Economic and Social Benefits of the Regional Park System* study and aligning the parks policy plan with *2002 Blueprint*. The refined parks policy plan will be adopted by December 2002.
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. Administer operations and maintenance grants financed with State General Revenue and Lottery in Lieu of Sales Tax revenues that were appropriated in 2001. 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.

It is anticipated that construction of the metropolitan radio system's backbone will be completed and tested with the system fully operational in early 2002.

### **FINANCIAL ANALYSIS**

The Community Development Division's operating expenditures and pass-through grants total \$63.8 million. Operating expenditures are made up of \$3.4 million for Metro HRA and \$5.4 million for the division's other functions of planning and growth management, and livable communities. The Council received a \$250,000 McKnight grant to support the public outreach and involvement aspects of the Smart Growth Twin Cities project with the prospect of additional grants if the early phases are successfully completed. 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 \$57.6 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.

# ***Metropolitan Council 2002 Unified Budget***

## ***Community Development Division***

---

The 2002 budget assumes 92 FTEs.

The Community 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:

- 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 provides grants to projects that demonstrate how development can be designed to use land and services more efficiently and promote community; and
- The Local Housing Incentives Account provides grants to local units of government to expand 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 2002 total \$13.4 million. Grant commitments for 2002 are expected to total \$15.9 million, which includes \$5.3 million under the Tax Base Revitalization Account, \$9.1 million under the Livable Communities Demonstration Account, and \$1.5 million under the Local Housing Incentives Account.

### **KEY 2002 WORK PROGRAM OBJECTIVES**

The Community Development Division's core areas of responsibility:

- Adopting a new *Regional Blueprint*.
- Completing Smart Growth Twin cities and developing work results into updated *Regional Blueprint*.
- Analyzing growth and major changes in the region based on 2000 Census
- 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 and state housing subsidies for low-income seniors, persons with disabilities, families and individuals in the region.

# ***Metropolitan Council 2002 Unified Budget***

## ***Community Development Division***

---

- Developing and operating affordable rental housing within our jurisdiction through the Family Affordable Housing Program.
- Leading Smart Growth Twin Cities.
- 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 2002 are:

1. Identify and analyze strategic regional issues:

A. Policy research and analysis:

- Provide research support for Smart Growth Twin Cities project and *Regional Blueprint*.
- Census 2000 analysis—summary products for distribution; comparisons to 1990; evaluation and update of *Regional Blueprint* forecasts; community profiles.
- Monitor development in the region--report on how *Regional Blueprint* is being implemented and how cities are following their plans.

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 *Regional Blueprint* update process
- Support Smart Growth Twin Cities project
  - Support Smart Growth Twin Cities process with GIS data and products

# ***Metropolitan Council 2002 Unified Budget***

## ***Community Development Division***

---

- Integrate GIS data maintenance procedures with Metro Transit Service Development work activities
- Integrate Smart Growth modeling techniques into GIS support functions
- 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 development of a natural resource inventory
- 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 2040 Regional Growth Strategy*

- Continue leading the Smart Growth Twin Cities project as a key demonstration of what Smart Growth looks like on the ground in actual Twin Cities communities and as a way to support local Smart Growth actions.
- 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 2040.
- 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.
- Refine connections and working relationships with high growth areas adjacent to the metropolitan area, especially through participation in Minnesota Planning's community-based planning efforts and in the Minnesota Regional Development Organization.

# *Metropolitan Council 2002 Unified Budget*

## *Community Development Division*

---

- Maintain ongoing liaison with Minnesota Planning on implementation activities including land use and transportation planning projects in areas adjacent to the Twin Cities Metropolitan Area and the Local Solutions Alliance.
- 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. Local Planning Assistance

- Develop additional information and 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 website.

### 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 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 2002 Unified Budget***

## ***Community 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.
- Develop public housing through the Family Affordable Housing Program.
- 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.
- Implement 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.
- Begin to prepare the 2004-2009 regional parks capital improvement program (CIP) by determining the size of each biennial portion of the CIP and the proposed allocations for each park implementing agency.
- Analysis and strategies/policies for natural resource and open space protection/management beyond the Metropolitan Regional Park System.



***Metropolitan Council 2002 Unified Budget  
Community Development Division***

---

8. Provide regional leadership in facilitating community collaboration:
- A. Radio project
    - Implement the regional trunked radio communications system in partnership with local governments and the State.
  - B. 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
  - C. Lake Minnetonka project
    - Develop cooperative service sharing arrangements in the metropolitan area.
  - D. Mayors Regional Housing Task Force
    - Implement recommendations

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

	<b>2000 Actual</b>	<b>2001 Adopted</b>	<b>2002 Proposed</b>
Staff complement	86 FTEs	89 FTEs	92 FTEs
Budget	\$9.7 million	\$9.1 million	\$8.8 million

**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 2002 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
- Diversity
- Human Resources
- Fiscal Services/Central Services
- Information Services
- Risk Management
- 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 to be implemented Council-wide, 2) development of Council-wide standards for desk top computer programs, and 3) centralized implementation of intranet capabilities.

# ***Metropolitan Council 2002 Unified Budget Regional Administration***

---

## Tactical Goals

- Fiscal Services
  - Identify and implement additional efficiencies in systems and processes to provide the most effective service to customers.
  - Upgrade PeopleSoft financial system to version 8.4. Determine functionality to be implemented to increase productivity and improve service to customers.
  - Manage implementation of Peoplesoft (HRIS) system.
  - Evaluate process and system improvement possibilities in AR, AP and Payroll.
  - Provide necessary training to Council staff in the use of the new Peoplesoft HRIS and Peoplesoft 8.4 financial system.
  - Assist with the implementation of new Risk Management information system.
  - Implement Governmental Accounting Standards Board Statement 34, financial reporting model.
  
- Human Resources
  - Strengthen partnership with Senior Management in all divisions to identify and address most critical issues of organizational effectiveness.
  - Implement alternative dispute resolution systems for the agency.
  - Design and deliver a comprehensive management development program for the agency.
  - Partner in the implementation of new integrated human resources information system (HRIS).
  - Develop salary policy for consideration by Executive Management and Council.
  - Provide leadership in planning and developing strategies for recruitment and retention.
  - Manage renewal and/or changes in benefit plan designs and benefits providers.
  - Increased involvement of Labor-Management Committees.
  - Negotiate labor agreements, which support the business objectives of the agency.
  
- Information Systems
  - Provide leadership in planning, developing and implementing business driven strategic information technology (IT) solutions to support the mission of our customers.
  - Provide a seamless data communication infrastructure that facilitates data access throughout the organization.
  - Provide leadership in the efforts of all divisions to fully utilize the capabilities of all information systems.
  - Implement PeopleSoft version 8.0 to keep system current.
  - Provide the infrastructure and technical support to implement the Peoplesoft Human Resources Information System.
  - Support Smart Growth efforts by providing appropriate technology tools and resources.
  - Support the transition of the new Star's Risk Management System from implementation to the production environment.

## ***Metropolitan Council 2002 Unified Budget***

### ***Regional Administration***

---

- Implement IT projects in partnership with each business unit, as prioritized by the Information Technology Steering Committee.
- Provide superior customer service through partnership efforts with and feedback from all business areas.
- Assure cost-effective daily information technology operations for all internal units.

- Communications

- Smart Growth: Build public support for more walkable, convenient development and transit oriented design and for a new regional growth strategy that incorporates Smart Growth approaches to development and regional investments.
- Smart Growth Twin Cities: Increase public awareness and expand public involvement in the urban design and development initiative, while expanding recognition of its role in developing a new regional growth strategy.
- Affordable Housing: Build community understanding of role of affordable housing in supporting jobs and local businesses and in meeting the changing housing needs of local residents.
- Light Rail Transit: Ensure public awareness of the role of light rail transit in the region's overall transit system and its importance in maintaining the region's competitiveness and quality of life.

- 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

- Advise Council management on appropriate risk management strategies to protect the agency from loss.
- To provide the Council with an analysis of changing Council exposures or future trends that might adversely impact the Council, and assist the Council in strategically planning for those discontinuities.
- To proactively assist each division in analyzing their unique loss exposures and identifying risk management tools/resources to help them manage those costs.
- To cost effectively administer a Council-wide integrated risk management program that includes both self-insured programs and purchased policies.

## ***Metropolitan Council 2002 Unified Budget Regional Administration***

---

-Implement new Risk Management Information System (RMIS) to improve information on causes of claims so costs can be reduced.

- 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

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

### Financial Analysis

Total proposed 2002 expenditures for Regional Administration are \$26,629,873 of which \$21,317,515 is allocated to business units under cost allocation procedures. Cost allocation includes \$11,754,821 for services directly provided to and paid by the operating divisions; and \$9,562,694 is allocated as residual charges (indirect charges) to line units under cost allocation and federal A-87 guidelines.

***Metropolitan Council 2002 Unified Budget  
Regional Administration***

---

2002 department and subunit expenditure budgets within Regional Administration are:

Legal Office	\$2,123,301
Internal Audit	528,885
Public Affairs	2,866,458
Diversity	606,091
Human Resources	2,794,584
Fiscal Services	3,992,553
Information Services	11,196,461
Risk Management	1,155,527
Budget & Evaluation	301,615
Offices of Chair & Regional Administrator	<u>1,064,398</u>
Total	\$26,629,873

Budget Comparison of 2001 Budget and 2002

The Regional Administration budget increases 2 percent in 2002. Salary and benefit expenses increase in 2002 primarily due to annual salary reviews. Consultant and contractual service costs increase \$231,029. Rent and utilities costs decrease \$90,281. Other Direct Expenses decrease \$437,281. Capital outlay for 2002 includes costs for implementation of a Human Resources Information System, a major project for 2001 through 2003.

<u>Expenditures</u>	2001 Budget <u>Adopted</u>	2002 Budget <u>Adopted</u>	2001 – 2002 <u>Percent Change</u>
Salaries & Benefits	\$ 15,026,948	\$15,896,211	5.8%
Consultants & Contract.	5,918,594	5,063,843	(14.4%)
Rent & Utilities	1,831,954	1,741,673	(4.9%)
Other Direct Expenses	3,246,732	3,895,231	20.0%
Insurance	<u>32,915</u>	<u>32,915</u>	<u>0</u>
Total	\$ 26,057,143	\$26,629,873	2.2%
Capital Outlay	\$ 1,703,000	\$3,050,962	179.15%



## Budget Process

# ***Metropolitan Council 2002 Unified Budget***

## ***Budget Process***

---

The Metropolitan Council budget for 2002 is a unified operations budget that reflects all units and revenue sources. It is composed of four organizational units: Environmental Services Division, Transportation Division, Community Development Division, and Regional Administration. A capital improvement program and budget for 2002-2007 will also be prepared in 2001, and it includes major facilities primarily financed by means of long term debt.

The fiscal policies guiding development of the 2002 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 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 the level of 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 2001, 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 April, May and June operating divisions reviewed and discussed goals and strategies with their respective Council committee. State legislation enacted in 2001 was critical to determining the level of funding for transit operations.

Proposed 2002 division budgets were reviewed with the Regional Administrator's Office in the second quarter 2001. 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 Community Development 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

# ***Metropolitan Council 2002 Unified Budget Budget Process***

---

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 2002 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 2002 budget is published. The Council held a public hearing on the 2002 budget on December 12, 2001.

The Council is not required to hold a Truth in Taxation a public hearing in 2001 on the budget and property tax levies. This is a one-year exemption, which is due to the extended 2001 legislative session. Adoption of the 2002 final budget and occurred on December 19, 2001.

## **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 2002 Unified Budget Budget Process***

---

## Basis of Accounting

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

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 budget is not on an accrual basis. The budget was prepared and adopted in conformity with the "cost allocation" system described in Minnesota 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

# ***Metropolitan Council 2002 Unified Budget Budget Process***

---

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 presented in accordance with GAAP and the Council's accounting policies 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 Funds. 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. The CIP generally covers a five-year period; however, a six-year CIP was prepared for the period 2000-2005, for 2001-2006, and for 2002-2007. The CIP and Annual Capital Budget includes major asset purchases for the Metropolitan Council Environmental Services Division, 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 2002-2007 capital improvement program which details capital investments and financing; 2) a fiscal impact assessment which considers 2002-2007 capital investments and financing within the context of the region's ability to pay; and 3) a unified 2002 capital program and budget with new multi-year capital program authorizations and 2002 capital expenditures.

## ***Metropolitan Council 2002 Unified Budget Budget Process***

---

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 that 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 2002-2007 CIP and 2002 capital program and budget was developed by the Regional Administrator's Office and presented to the Council in November 2001. The public hearing on the proposed CIP and budget was held in December 2001, and final adoption was on December 19, 2001.



**APPENDIX A  
METROPOLITAN COUNCIL  
GRANT AND LOAN PROGRAMS**

	1998 Actual	1999 Actual	2000 Actual	2001 Projected	2002 Proposed
<b>Passthrough Grant Programs:</b>					
<b>Passthrough Grant Revenues:</b>					
Property Taxes:					
Livable Communities Program	9,162,724	9,013,651	10,014,834	10,479,999	12,323,900
Highway Right-of Way Loan Program	1,742,083	1,759,897	920,786	908,465	2,780,600
Subtotal-Property Taxes	10,904,807	10,773,548	10,935,620	11,388,464	15,104,500
Federal:					
HUD Housing Assistance	26,098,900	25,383,789	22,916,893	27,695,500	28,819,346
National Park Service-MNRRRA	50,045	-	-	-	-
Subtotal-Federal	26,148,945	25,383,789	22,916,893	27,695,500	28,819,346
State:					
HACA Payments (Livable Communities)	981,767	1,098,445	1,099,868	1,095,601	-
HACA Payments (Highway Right-of-Way)	394,621	392,137	224,107	216,535	-
Inclusionary Housing Appropriation	-	4,000,000	-	-	-
MHFA Housing Assistance	1,658,300	1,466,540	1,471,991	2,194,400	2,201,752
Transit Appropriation-Welfare to Work	1,500,000	500,000	-	-	-
Parks O&M Appropriation	3,000,000	4,500,000	6,712,428	10,037,000	8,630,000
MPCA Stream Monitoring	-	-	-	-	-
Subtotal-State	7,534,688	11,957,122	9,508,394	13,543,536	10,831,752
Local/Other Intergovernmental - HRA	467,200	592,780	948,669	785,000	914,444
Interest Income - Livable Communities	1,161,326	487,869	2,511,347	1,528,000	1,450,000
Interest Income - Highway Right-of-Way Loan Program	443,783	143,923	809,076	254,000	21,000
Interest Income - Planning Assistance Loan Program	50,687	13,162	99,241	51,000	51,000
Interest Income - Planning Assistance Grant Program	-	-	10,991	-	-
Other Revenue - TCWQI	-	-	-	-	-
Total Current Revenues	46,711,436	49,352,193	47,740,231	55,245,500	57,192,042
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
Transfer to Planning Assist from Solid Waste Cap	-	-	-	-	-
Transfer to Highway ROW from Radio Board	92,580	93,720	-	-	-
Transfer to Transit for Livable Comm from T&TD Adm	-	-	1,530,000	1,500,000	-
Total Other Sources	1,092,580	1,093,720	2,530,000	2,500,000	1,000,000
Total Revenues and Other Sources	47,804,016	50,445,913	50,270,231	57,745,500	58,192,042

**Passthrough Grant Expenditures:**

Community Development:					
Housing Grants	28,224,400	27,443,109	25,244,824	30,674,900	31,935,542
Parks O&M Grants	3,000,000	4,500,000	6,712,428	10,037,000	8,630,000
Livable Communities Grants	7,944,825	9,559,315	13,125,382	16,973,804	14,304,589
Planning Assistance Grants	305,742	64,151	27,885	50,000	39,885
MNRRRA Planning Grants	50,045	-	-	-	-
Subtotal-Community Development	39,525,012	41,566,575	45,110,519	57,735,704	54,910,016
Transportation:					
Highway Right-of-Way Loans	-	-	-	-	-



**APPENDIX A  
METROPOLITAN COUNCIL  
GRANT AND LOAN PROGRAMS**

	1998 Actual	1999 Actual	2000 Actual	2001 Projected	2002 Proposed
Welfare to Work Grants	1,500,000	500,000	-	-	-
Transit for Livable Communities Grants	-	-	-	-	-
Subtotal-Transportation	1,500,000	500,000	-	-	-
Environmental Services:					
Stream Monitoring Grants	-	-	-	-	-
Subtotal-Environmental Services	-	-	-	-	-
Total Grant Expenditures	41,025,012	42,066,575	45,110,519	57,735,704	54,910,016
Other Uses:					
Transfers to Other Funds	-	-	33,900	200,000	200,000
Total Expenditures and Other Uses	41,025,012	42,066,575	45,144,419	57,935,704	55,110,016
Revenues/Other Sources Over/(Under) Expenditures/Other Uses	6,779,004	8,379,338	5,125,812	(190,204)	3,082,026
Changes in Fund Balance by Program:					
Metro HRA	-	-	92,729	-	-
Parks O&M	-	-	-	-	-
Planning Assistance	(255,055)	(50,989)	82,347	1,000	11,115
Livable Communities	4,360,992	6,040,650	2,996,767	(1,570,204)	269,311
Highway Right-of-Way	2,673,067	2,389,677	1,953,969	1,379,000	2,801,600
Welfare-to-Work	-	-	-	-	-
Stream Monitoring	-	-	-	-	-
Total	6,779,004	8,379,338	5,125,812	(190,204)	3,082,026

NOTE: Projected 2001 revenues and expenditures are the latest estimates and may differ from the 2001 adopted budget.

**Environmental Services Grant Programs:**

Revenues and Other Sources					
Interest Income - TC Water Quality Initiatives	-	-	-	-	-
Interest Income - Metro Envir Partnership	-	-	-	-	-
Transfer to TCWQI from Envir Serv	350,000	-	-	-	-
Transfer to Metro Environ Partnership from Envir Serv	4,500,108	128,917	-	-	-
Total Revenues and Other Sources	4,850,108	128,917	-	-	-
Expenditures					
Twin Cities Water Quality Initiative Grants	1,766,178	1,563,118	1,119,332	1,000,000	1,000,000
Metro Environmental Partnership Grants	-	-	236,130	1,000,000	1,500,000
Total Expenditures	1,766,178	1,563,118	1,355,462	2,000,000	2,500,000
Revenues/Other Sources Over/(Under) Expenditures/Other Uses	3,083,930	(1,434,201)	(1,355,462)	(2,000,000)	(2,500,000)

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

**APPENDIX A  
METROPOLITAN COUNCIL  
GRANT AND LOAN PROGRAMS**

	1998 Actual	1999 Actual	2000 Actual	2001 Projected	2002 Proposed
<b>Highway Right-of-Way Loan Program:</b>					
Certified Levy	2,142,932	2,159,302	1,142,446	1,142,446	2,822,906
Less: Uncollectible	6,228	8,662	(2,447)	17,446	42,306
Net Current Tax Receipts	2,136,704	2,150,640	1,144,893	1,125,000	2,780,600
Revenues:					
Property Taxes	1,742,083	1,759,897	920,786	908,465	2,780,600
State HACA Payments	394,621	390,743	224,107	216,535	-
Interest Income	443,783	143,923	809,076	254,000	21,000
Other Revenues	1,150	1,140	94,445	-	-
Total Revenues	<u>2,581,637</u>	<u>2,295,703</u>	<u>2,048,414</u>	<u>1,379,000</u>	<u>2,801,600</u>
Expenditures and Other Uses					
Grant Expenditures/Loan Forgiveness	92,402	61,083	-	-	-
Other Expenditures	-	-	-	-	-
Expenditures/Other Uses:	<u>92,402</u>	<u>61,083</u>	<u>-</u>	<u>-</u>	<u>-</u>
Revenues Over/(Under) Expenditures	2,489,235	2,234,620	2,048,414	1,379,000	2,801,600
Other Sources(Uses)					
Transfers From/(To) Other Funds	92,580	92,580	(33,900)	-	-
Revenues/Other Sources Over/(Under) Expenditures/Other Uses	2,581,815	2,327,200	2,014,514	1,379,000	2,801,600
Fund Balance, Year End	21,233,694	23,560,894	25,575,408	26,954,408	29,756,008
Loan Activity:					
Loan Repayments	-	(435,448)	-	-	(730,776)
New Loans	532,215	2,304,607	-	10,200,000	4,000,000
Loans Outstanding, Year End	4,224,629	16,093,788	16,093,788	26,293,788	29,563,012
Funds Available for Loans, Year End	7,009,065	7,467,106	9,481,620	660,620	192,996

**APPENDIX A  
METROPOLITAN COUNCIL  
GRANT AND LOAN PROGRAMS**

	1998 Actual	1999 Actual	2000 Actual	2001 Projected	2002 Proposed
<b><u>Planning Assistance Grant/Loan Program:</u></b>					
Revenues:					
Interest Income - Grant Program	-	-	10,991	-	-
Interest Income - Loan Program	50,687	13,162	99,241	51,000	51,000
Other Revenues	-	-	-	-	-
Total Revenues	50,687	13,162	110,232	51,000	51,000
Transfer from Solid Waste Capital Fund	-	-	-	-	-
Transfer from General Fund	-	-	-	-	-
Total Other Sources	-	-	-	-	-
Total Revenues and Other Sources	50,687	13,162	110,232	51,000	51,000
Expenditures:					
Grant Expenditures	305,742	64,151	27,885	50,000	39,885
Other Expenditures	-	-	-	-	-
Total Expenditures	305,742	64,151	27,885	50,000	39,885
Revenues/Other Sources Over/(Under) Expenditures/Other Uses	(255,055)	(50,989)	82,347	1,000	11,115
Fund Balance:					
Designated for Future Grants	120,361	87,610	89,885	39,885	-
Undesignated (Available for Grants)	47,007	15,607	-	-	-
Undesignated (Available for Loans)	1,061,134	1,074,296	1,169,975	1,105,425	1,156,425
Loan Activity:					
Loan Repayments	(69,876)	(141,531)	(47,916)	(92,819)	(85,303)
New Loans	151,980	-	209,323	100,000	100,000
Loans Outstanding, Year End	250,541	109,010	270,417	277,598	292,295
Funds Available for Loans, Year End	810,593	965,286	899,558	827,827	864,130

**APPENDIX A  
METROPOLITAN COUNCIL  
GRANT AND LOAN PROGRAMS**

	1998 Actual	1999 Actual	2000 Actual	2001 Projected	2002 Proposed
<b><u>Livable Communities Grant/Loan Program:</u></b>					
Certified Levy	10,282,450	10,116,080	11,132,936	11,675,781	12,418,782
Less: Uncollectible	137,959	3,984	18,234	100,181	94,882
Net Current Tax Receipts	10,144,491	10,112,096	11,114,702	11,575,600	12,323,900
Revenues:					
Property Taxes	9,162,724	9,013,651	10,014,834	10,479,999	12,323,900
State HACA Payments	981,767	1,098,445	1,099,868	1,095,601	-
State Appropriation	-	4,000,000	-	-	-
Interest Income	1,161,326	270,822	2,511,347	1,528,000	1,450,000
Other Revenues	4,954	7,286	-	-	-
Total Revenues	11,310,771	14,390,204	13,626,049	13,103,600	13,773,900
Other Sources:					
Transfer from Solid Waste Capital Project Fund	-	-	-	-	-
Transfer from Transit Development Fund	-	-	1,530,000	1,500,000	-
Transfer from General Fund	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Total Other Sources	1,000,000	1,000,000	2,530,000	2,500,000	1,000,000
Total Revenues and Other Sources	12,310,771	15,390,204	16,156,049	15,603,600	14,773,900
Expenditures:					
Grant Expenditures	7,944,825	9,559,315	13,125,382	16,973,804	14,304,589
Other Expenditures	-	-	-	-	-
Total Expenditures	7,944,825	9,559,315	13,125,382	16,973,804	14,304,589
Other Uses:					
Transfers of Interest Earnings to General Fund	-	-	-	(200,000)	(200,000)
Total Other Uses	-	-	-	(200,000)	(200,000)
Total Expenditures and Other Uses	7,944,825	9,559,315	13,125,382	17,173,804	14,504,589
Revenues/Other Sources Over/(Under) Expenditures/Other Uses	4,365,946	5,830,889	3,030,667	(1,570,204)	269,311
Fund Balance, Year End	21,704,510	27,535,399	30,566,066	28,995,862	29,265,173
Grant Expenditures by Category:					
Tax Base Revitalization Account	6,140,021	5,380,126	6,242,193	6,064,500	5,125,876
Livable Communities Demonstration Acct	979,804	2,894,189	4,601,881	7,188,212	6,307,113
Local Housing Initiatives Program	825,000	1,285,000	1,831,308	1,496,092	1,347,600
Inclusionary Housing Account	-	-	450,000	2,225,000	1,524,000
Total Grant Expenditures	7,944,825	9,559,315	13,125,382	16,973,804	14,304,589
Grant Awards by Category:					
Tax Base Revitalization Account	5,461,765	6,184,048	5,208,802	5,300,000	5,300,000
Livable Communities Demonstration Acct	4,950,000	5,817,317	7,900,000	8,344,000	9,136,000
Local Housing Initiatives Program	1,200,000	2,288,000	1,247,000	1,500,000	1,500,000
Inclusionary Housing Account	-	348,054	4,199,000	-	-
Total Grant Awards	11,611,765	14,637,419	18,554,802	15,144,000	15,936,000

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

	2002 Projected	2003 Projected	2004 Projected	2005 Projected
<b>SOURCES OF FUNDS</b>				
Environmental Sewer Service Fees	\$2,054,922	\$570,401	\$528,850	\$649,650
Transportation Current Operating Revenues	\$185,764	\$214,714	\$141,974	\$183,415
* Regional Administration User Charges	\$712,120	\$517,695	\$373,173	\$666,855
HRA Fund	\$48,156	\$89,686	\$46,003	\$56,080
Fund Balance-Capital	\$50,000			
<b>Total Sources of Capital Funds</b>	<b>\$3,050,962</b>	<b>\$1,392,496</b>	<b>\$1,090,000</b>	<b>\$1,556,000</b>
<b>CAPITAL OUTLAYS-BY CATEGORY</b>				
<b>CENTRAL SERVICES</b>				
MEARS PARK FURNITURE & EQUIPMENT	\$155,500	\$128,000	\$126,000	\$121,000
Less: Mces portion	(\$46,650)	(\$38,400)	(\$37,800)	(\$36,300)
-Other	\$108,850	\$89,600	\$88,200	\$84,700
<b>INFORMATION SERVICES</b>				
<b>COMMUNITY DEVELOPMENT</b>				
GIS Interim Imagery	\$50,000			
GIS Disk Storage 2000 Imagery				
GIS Fleet Management of Computers	\$25,000	\$25,000	\$25,000	\$25,000
ArcView Upgrades	\$14,000	\$14,000	\$14,000	
ArcView Extenions - Upgrades	\$8,000			
GIS Data Server Replacement		\$30,000		\$30,000
GIS Server Memory & Processor upgrades		\$10,000		
GIS Laser Printer		\$10,000		
GIS Plotter			\$15,000	
Ortho Imagery				\$100,000
GIS Server & Disk				\$100,000
<b>REGIONAL ADMINISTRATION</b>				
HRIS System Replacement	\$2,691,370	\$223,000		
Minus: MCES & Metro Transit portions	(\$2,445,230)	(\$202,605)		
HRIS System Replacement Allocation from Corp.	\$246,140	\$20,395		
Capital Equipment (includes helpdesk software replacemen	\$263,000	\$300,000	\$250,000	\$250,000
Budget Department Software	\$50,000			
Printer Upgrades (5/year)	\$25,000	\$25,000	\$25,000	\$30,000
File Server Upgrade	\$20,000	\$20,000	\$25,000	\$25,000
NT Server Upgrade		\$50,000		
Network Improvements		\$100,000		\$100,000
Telephone system upgrades	\$100,000	\$80,000	\$75,000	\$100,000
Staff Telecommuting			\$10,000	
Database Administration Software	\$100,000	\$50,000	\$25,000	\$75,000
Intranet Implementation for the Council	\$30,000	\$10,000	\$20,000	\$20,000
Network Software	\$50,000	\$50,000	\$50,000	\$50,000
Web Development Tools	\$25,000	\$20,000	\$15,000	\$20,000
<b>ENVIRONMENTAL</b>				
Document Management	\$250,000			
Industrial Waste - new system	\$400,000			
GIS Needs Assessment	\$50,000			
HRIS System Replacement Allocation from Corp.	\$544,322	\$45,101		
Capital Equipment	\$400,000	\$400,000	\$400,000	\$500,000
LIMS hardware upgrade to Alpha or RS/6000	\$170,000			
Network Server Replacements at all plants	\$75,000			
Telephone system upgrades at Regional Plants		\$5,000	\$15,000	\$10,000
<b>OTHER CAPITAL NEEDS</b>				
<b>ENVIRONMENTAL</b>				
MEARS PARK FURNITURE & EQUIPMENT	\$46,650	\$38,400	\$37,800	\$36,300
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$3,050,962</b>	<b>\$1,392,496</b>	<b>\$1,090,000</b>	<b>\$1,556,000</b>

**APPENDIX C  
METROPOLITAN COUNCIL  
2002 INTERDIVISIONAL COST ALLOCATION SUMMARY**

11/27/01

	MCES	Metro Transit	Transportation And Transit Development	Regional Administration	HRA	Total
Assigned Charges from Admin. Support Units	6,212,014	5,542,807	609,450	3,071,548	388,523	15,824,342
Central Support Units Corp. and Mears Prk.Alloc.	4,035,866	3,628,828	0	3,140,837	0	10,805,531
A-87 Allocation, Based on Federal Guidelines	0	0	740,550	(972,027)	231,477	0
Subtotal	10,247,880	9,171,635	1,350,000	5,240,358	620,000	26,629,873
Capital Items	2,054,922	112,850	72,914	762,120	48,156	3,050,962
Planning Chargebacks	127,700	90,125	194,521	0	0	412,346
<b>Total</b>	<b>12,430,502</b>	<b>9,374,610</b>	<b>1,617,435</b>	<b>6,002,478</b>	<b>668,156</b>	<b>30,093,181</b>

**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 the Smart Growth Twin Cities project; preparation of population, household and employment forecasts and estimates; referral reviews; and geographic information systems work.

**APPENDIX D  
METROPOLITAN COUNCIL  
PAYABLE 2002 PRELIMINARY PROPERTY TAX LEVIES**

Purpose of Tax Levy	Actual	Estimated	2001-2002 Change		Comments
	Payable 2001 Levy	Payable 2002 Levy	Amount	Percent	
General					
General Operations	9,274,600	9,674,600	400,000	4.3%	Projected levy limit of \$11,110,502, an increase of 3.0 percent
Livable Communities	1,000,000	1,000,000	-	0.0%	
Subtotal-General	10,274,600	10,674,600	400,000	3.9%	
Transit District					
Total Levy	97,949,930	-	(97,949,930)	-100.0%	Transit operating fund switched to motor vehicle excise tax
Less: Local Option by Opt Outs	12,778,569	-	(12,778,569)	-100.0%	
Net Regional Levy	85,171,361	-	(85,171,361)	-100.0%	
Transit Area	1,374,929	-	(1,374,929)	-100.0%	
Highway Right-of-Way	1,142,446	2,822,906	1,680,460	147.1%	Projected levy limit of \$2,822,906, an increase of 11.1 percent
Livable Communities					
Tax Base Revitalization-Fiscal Disp	5,000,000	5,000,000	-	0.0%	Levy limit of \$5,000,000
Demonstration Account	6,675,781	7,418,782	743,001	11.1%	Projected levy limit of \$7,418,792, an increase of 11.1 percent
Subtotal-Livable Communities	11,675,781	12,418,782	743,001	6.4%	
Sewer Deficiency	-	-	-	0.0%	
Subtotal - Non Debt	109,639,117	25,916,288	(83,722,829)	-76.4%	
Debt Service:					
Solid Waste	-	427,460	427,460	0.0%	Payable 2001 levy cancelled, payable 2002 levy not cancelled
Parks and Open Space	6,598,577	6,848,080	249,503	3.8%	
Transit	21,058,982	25,973,187	4,914,206	23.3%	
800 Megahertz Radio	340,454	421,840	81,386	23.9%	
Subtotal - Debt Service	27,998,013	33,670,567	5,672,555	20.3%	
Total - All Council Levies	137,637,130	59,586,855	(78,050,274)	-56.7%	

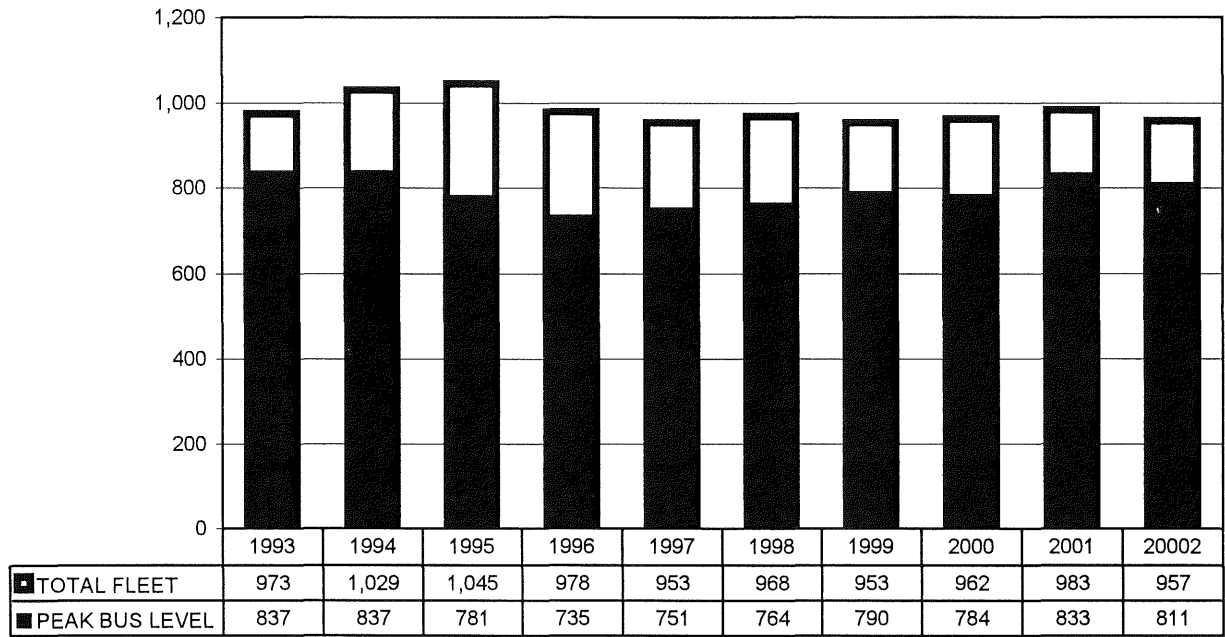
APPENDIX E

METROPOLITAN COUNCIL  
2002 SUMMARY BUDGET BY FUND  
ALL BUDGETED FUNDS

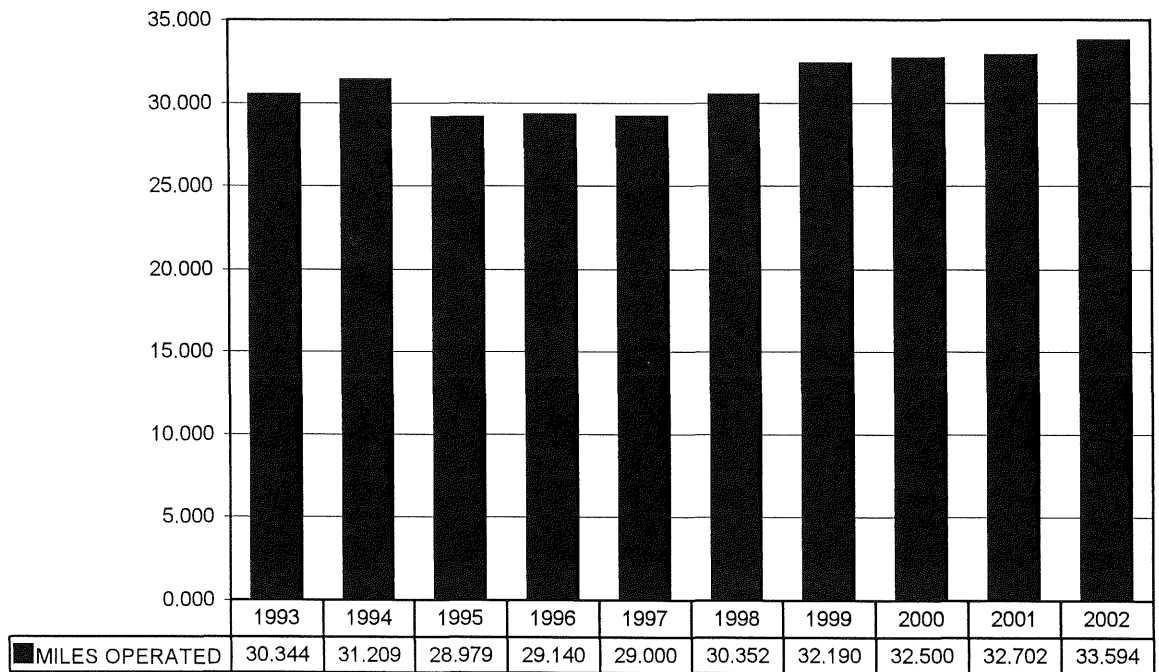
	GENERAL FUND	SPECIAL REVENUE FUNDS	DEBT SERVICE FUNDS	ENTERPRISE FUNDS	TOTAL
<b>EXTERNAL REVENUE</b>					
Property Tax	10,563,898	15,104,500	33,174,460	-	58,842,858
State Revenue	8,630,000	46,746,958	-	112,940,305	168,317,263
Federal-Operating	-	39,171,231	-	14,825,222	53,996,453
Local	298,680	476,400	-	-	775,080
Sewer Service Charges	-	-	42,577,000	82,883,000	125,460,000
SAC Fund Transfers	-	-	25,443,000	-	25,443,000
Industrial Strength Charges	-	-	-	7,909,457	7,909,457
Passenger Fares	-	2,475,600	-	64,095,486	66,571,086
Contract & Special Event Revenue	-	756,000	-	10,455,000	11,211,000
Interest	375,000	1,997,000	233,900	4,000,000	6,605,900
Other	138,700	1,591,494	-	1,475,000	3,205,194
<b>Total Revenue</b>	<b>20,006,278</b>	<b>108,319,183</b>	<b>101,428,360</b>	<b>298,583,470</b>	<b>528,337,291</b>
<b>EXPENDITURES</b>					
Salaries & Benefits	19,988,594	5,191,961	-	216,284,035	241,464,590
Contracted Services	5,742,168	1,652,785	-	6,858,652	14,253,605
Materials & Supplies	-	-	-	13,778,245	13,778,245
Chemicals	-	-	-	3,066,997	3,066,997
Utilities	-	-	-	17,806,828	17,806,828
Rent	1,977,825	363,932	-	-	2,341,757
Insurance	33,265	-	-	2,925,000	2,958,265
Other Direct Expenses	4,300,212	2,414,090	-	22,065,205	28,779,507
Transit Programs	-	51,343,509	-	-	51,343,509
Passthrough Grant & Loan Programs	8,630,000	46,280,016	-	2,000,000	56,910,016
Capital Expenditures	-	3,050,962	-	1,543,475	4,594,437
Debt Service Expenditures	-	-	98,489,546	-	98,489,546
<b>Total Expenditures</b>	<b>40,672,064</b>	<b>110,297,255</b>	<b>98,489,546</b>	<b>286,328,437</b>	<b>535,787,302</b>
<b>Excess/(Deficit) of Revenue vs Expense</b>	<b>(20,665,786)</b>	<b>(1,978,072)</b>	<b>2,938,814</b>	<b>12,255,033</b>	<b>(7,450,011)</b>
<b>INTERDIVISION EXPENSE ALLOCATION</b>					
Assigned Residual Charges-Central Support Units	19,419,515	(1,970,000)	-	(19,419,515)	(1,970,000)
Capital Expense Allocation	1,970,000	1,291,650	-	(1,510,600)	1,751,050
Charges to RA procurement	(72,000)	-	-	72,000	-
HRIS System	-	-	-	-	-
Planning Chargeback Exp Allocation	-	37,279	-	(330,675)	(293,396)
Planning Chargeback Revenue in CDD	412,346	-	-	-	412,346
<b>TOTAL ALLOCATIONS</b>	<b>21,729,861</b>	<b>(641,071)</b>	<b>-</b>	<b>(21,188,790)</b>	<b>(100,000)</b>
<b>NET EXPENDITURES AFTER ALLOCATION</b>	<b>18,942,203</b>	<b>110,938,326</b>	<b>98,489,546</b>	<b>307,517,227</b>	<b>535,887,302</b>
<b>Other Sources &amp; (Uses) of Funds:</b>					
Property Tax Transfer from General Fund toMCES	(299,000)	-	-	299,000	-
Property Tax Transfer from General Fund to Livable Communities	(1,000,000)	1,000,000	-	-	-
General Fund Balance for Capital	(246,140)	590,462	-	(544,322)	(200,000)
Transfer from Favorable Variance Fund	-	-	-	1,193,334	1,193,334
Transfer from Capital Revolving Fund	-	-	-	2,000,000	2,000,000
Transfers to Other Funds	331,063	(4,626,808)	-	4,785,745	490,000
<b>Total Other Financing Sources/(Uses)</b>	<b>(1,214,077)</b>	<b>(3,036,346)</b>	<b>-</b>	<b>7,733,757</b>	<b>3,483,334</b>
<b>Balance/Deficit</b>	<b>(150,002)</b>	<b>(5,655,489)</b>	<b>2,938,814</b>	<b>(1,200,000)</b>	<b>(4,066,677)</b>



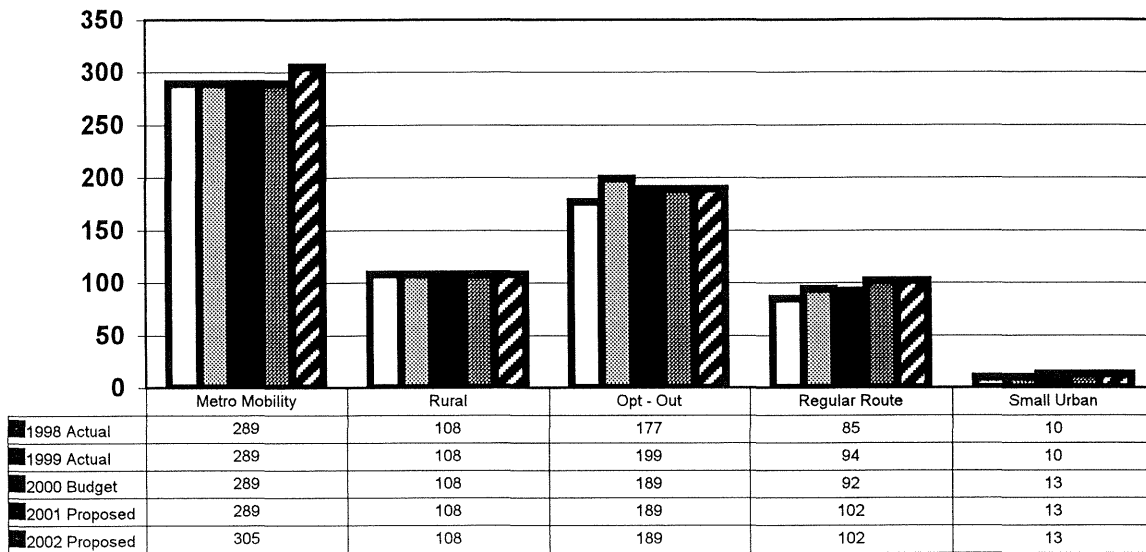
METRO TRANSIT FLEET SIZE AND PEAK BUS LEVEL 1993-2002



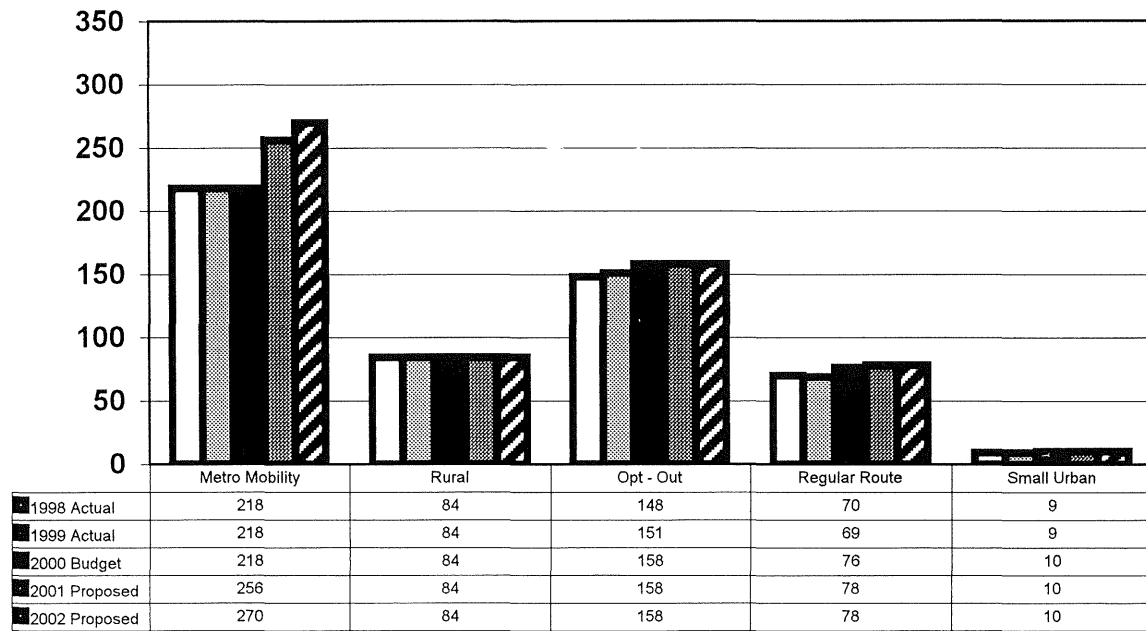
METRO TRANSIT TOTAL MILES OPERATED 1993-2002

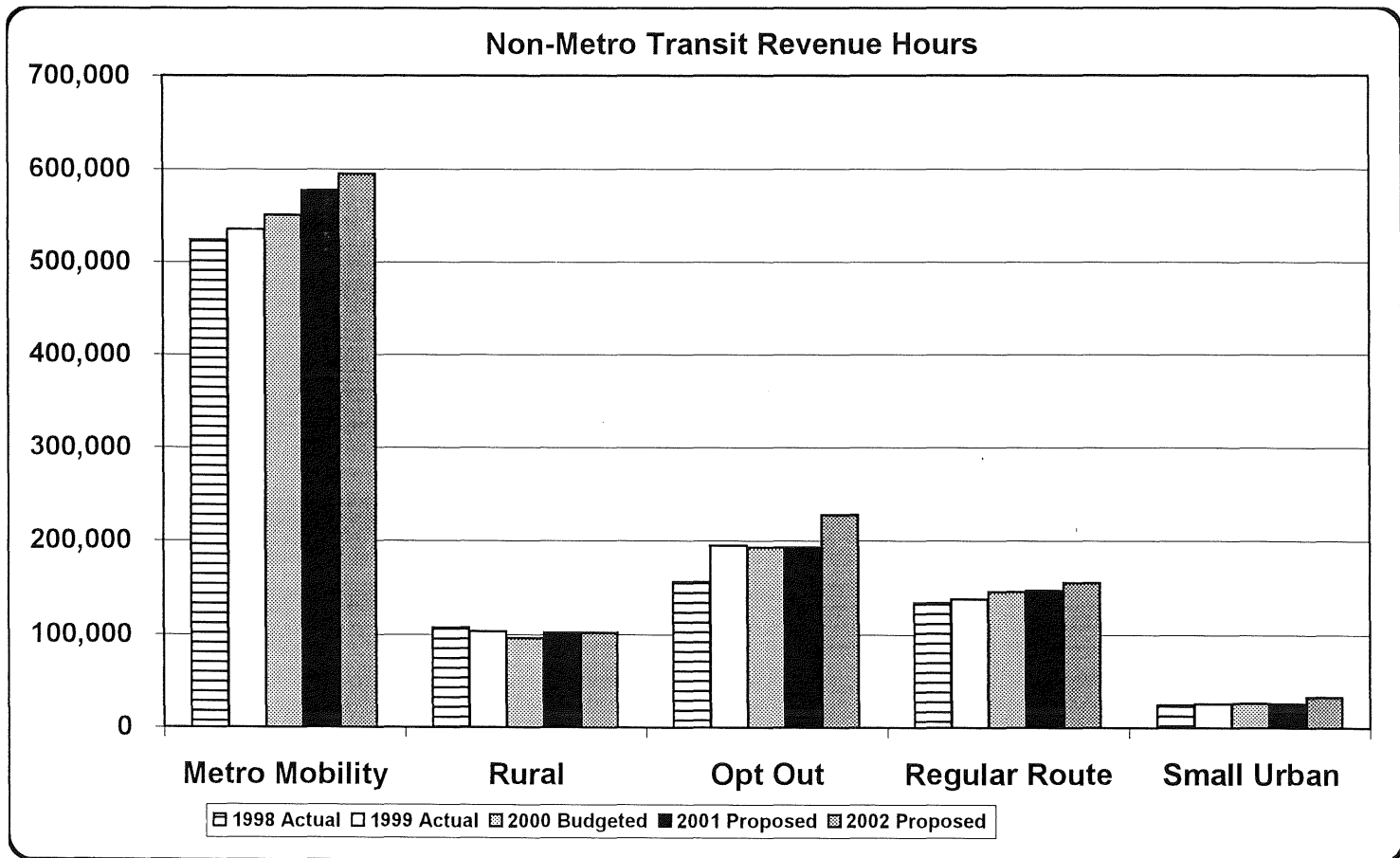
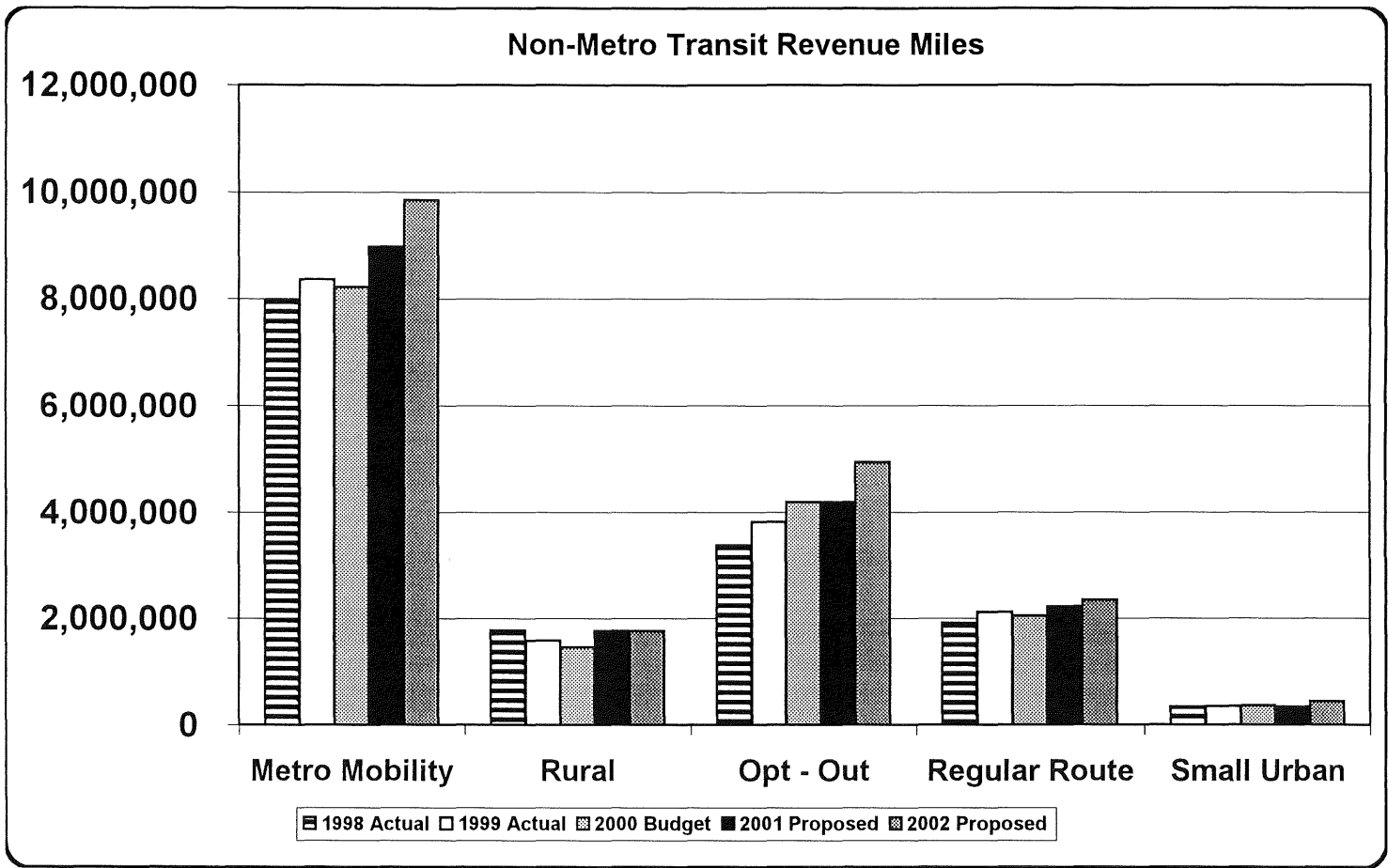


**Non-Metro Transit Maximum Vehicles  
1998-2002**

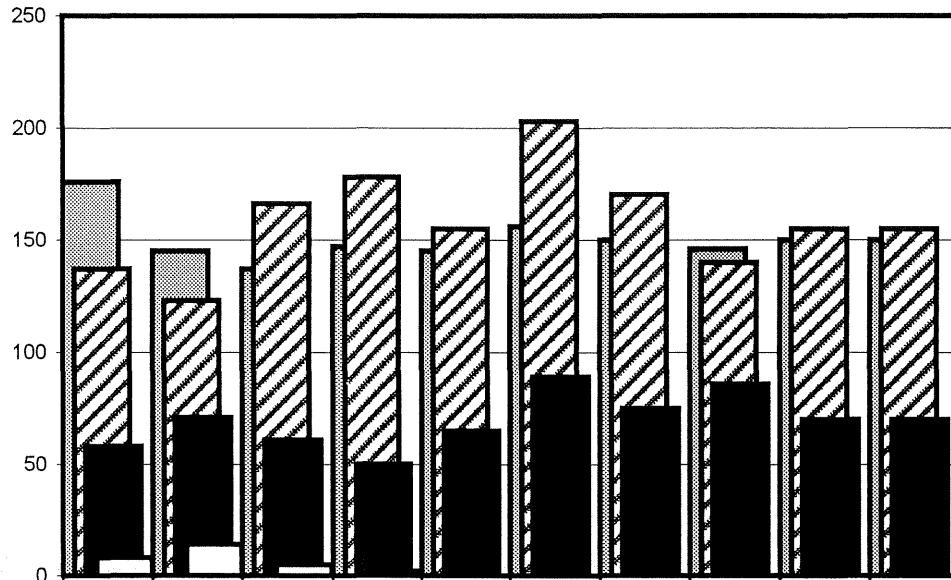


**Non-Metro Transit Peak Vehicles  
1998-2002**



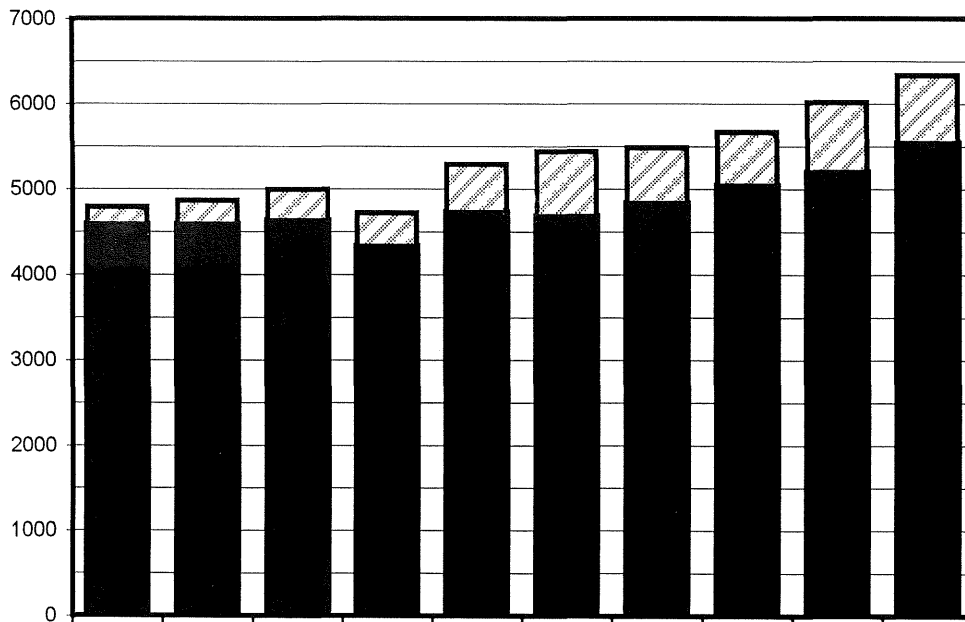


OFFICE OF LOCAL ASSISTANCE REVIEWS AND REFERRALS



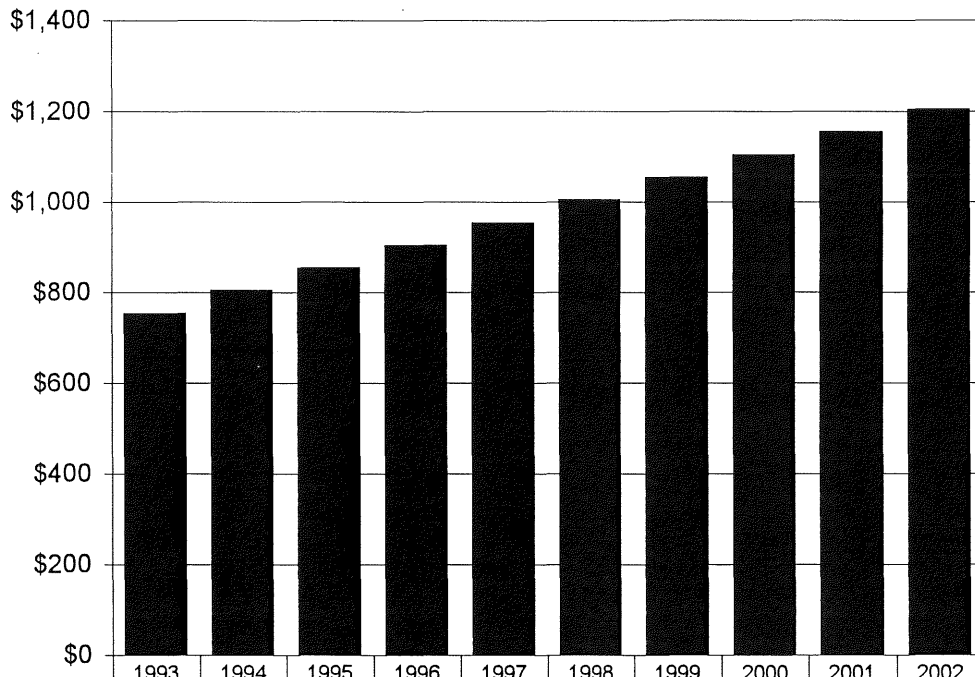
	1993	1994	1995	1996	1997	1998	1999	2000	2001	2002
Other	176	145	137	147	145	156	150	146	150	150
Comp Plans	137	123	166	178	155	203	170	140	155	155
EAW/EIS	58	71	61	50	65	89	75	86	70	70
Land Use Airport Search	8	14	5	2	0	0	0	0	0	0

HRA ASSISTED HOUSEHOLDS



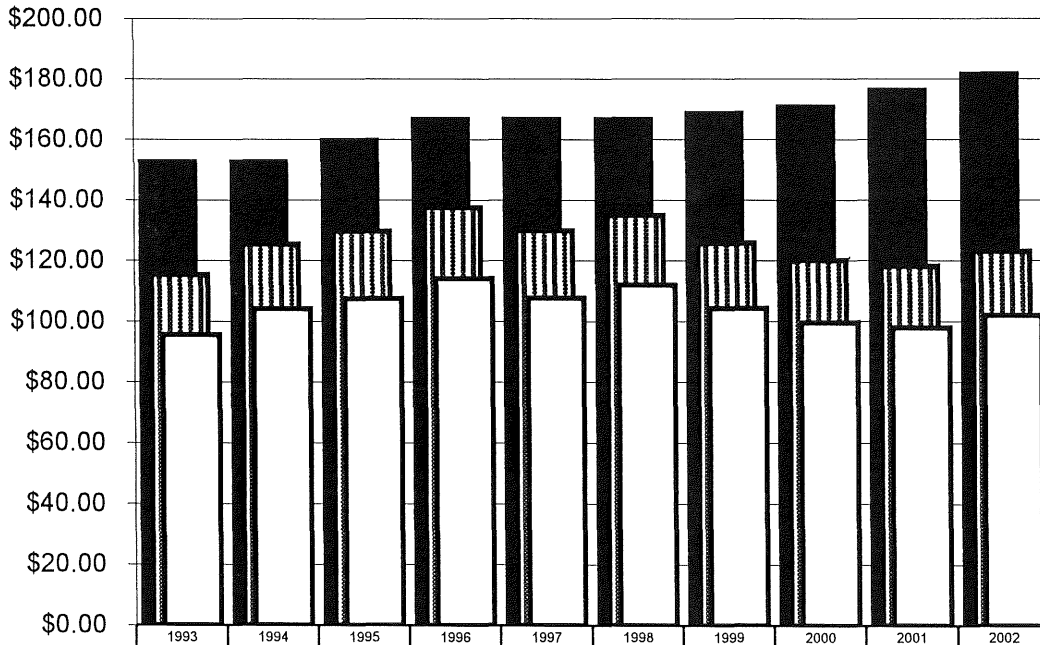
	1993	1994	1995	1996	1997	1998	1999	2000	2001	2002
*SPECIAL PROGRAMS	211	290	372	400	566	762	662	641	822	799
SECTION 8	4575	4573	4623	4318	4722	4675	4825	5027	5190	5531

Wastewater Services Service Availability Standard Charge per Unit



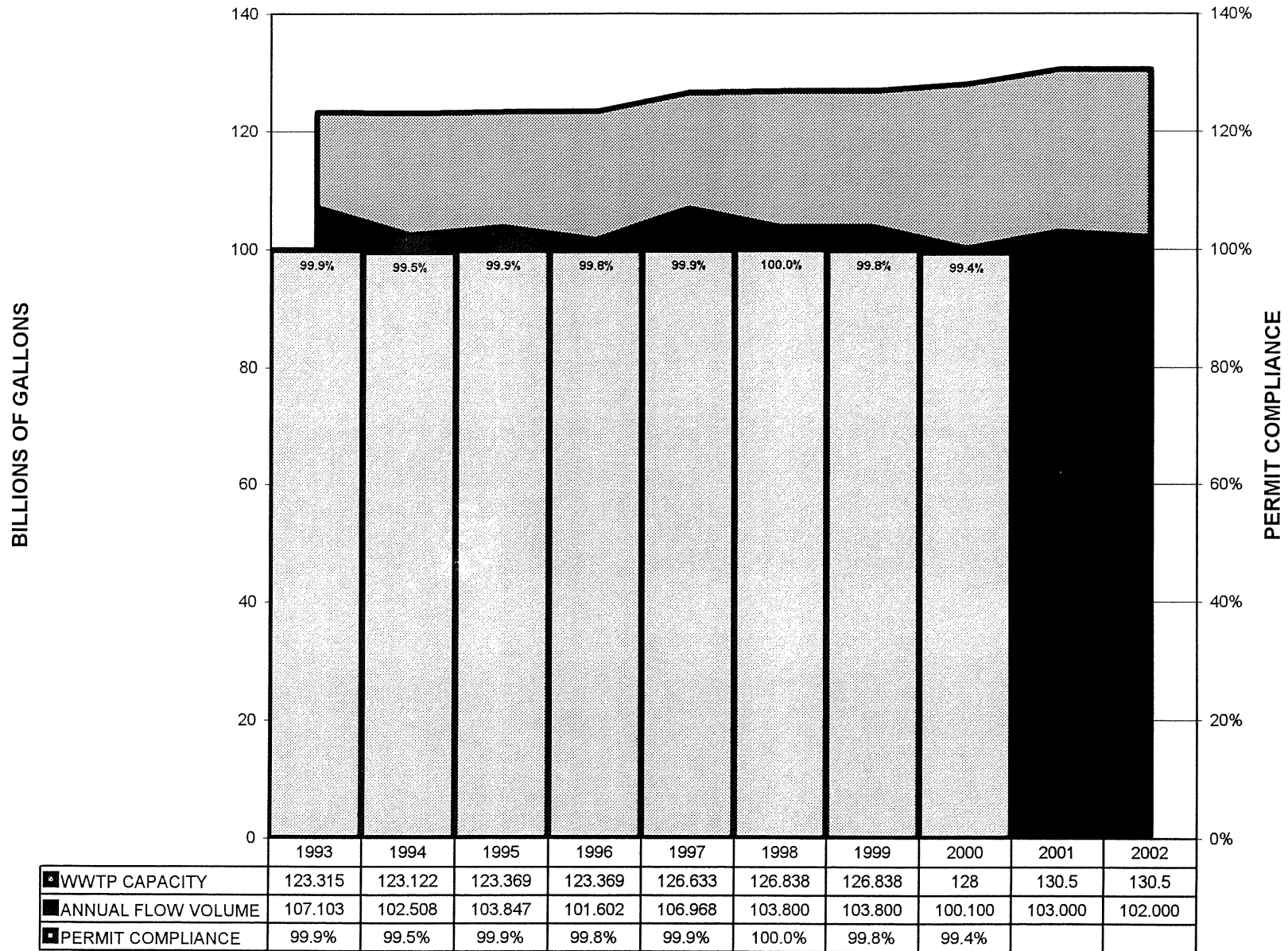
Year	1993	1994	1995	1996	1997	1998	1999	2000	2001	2002
Fee Residential Equivalent Connection	\$750	\$800	\$850	\$900	\$950	\$1,000	\$1,050	\$1,100	\$1,150	\$1,200

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

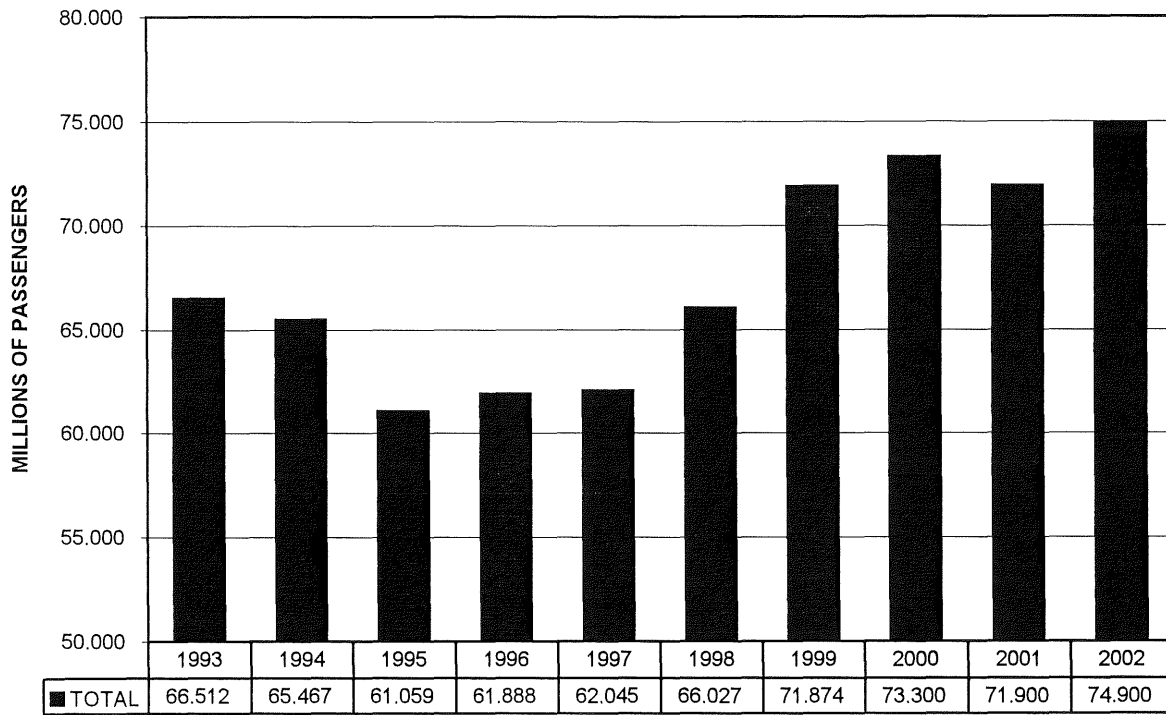


Year	1993	1994	1995	1996	1997	1998	1999	2000	2001	2002
Average Household Retail Cost	\$153.00	\$153.00	\$160.00	\$167.00	\$167.00	\$167.00	\$169.00	\$171.00	\$176.50	\$182.00
Rate per 100,000 Gallons(Final)	\$115.23	\$125.28	\$129.64	\$137.47	\$129.82	\$135.00	\$125.70	\$120.00	\$118.00	\$123.00
Average Wholesale Cost per Household(Est.)	\$95.52	\$103.94	\$107.47	\$113.94	\$107.62	\$111.91	\$104.20	\$99.48	\$97.82	\$101.96

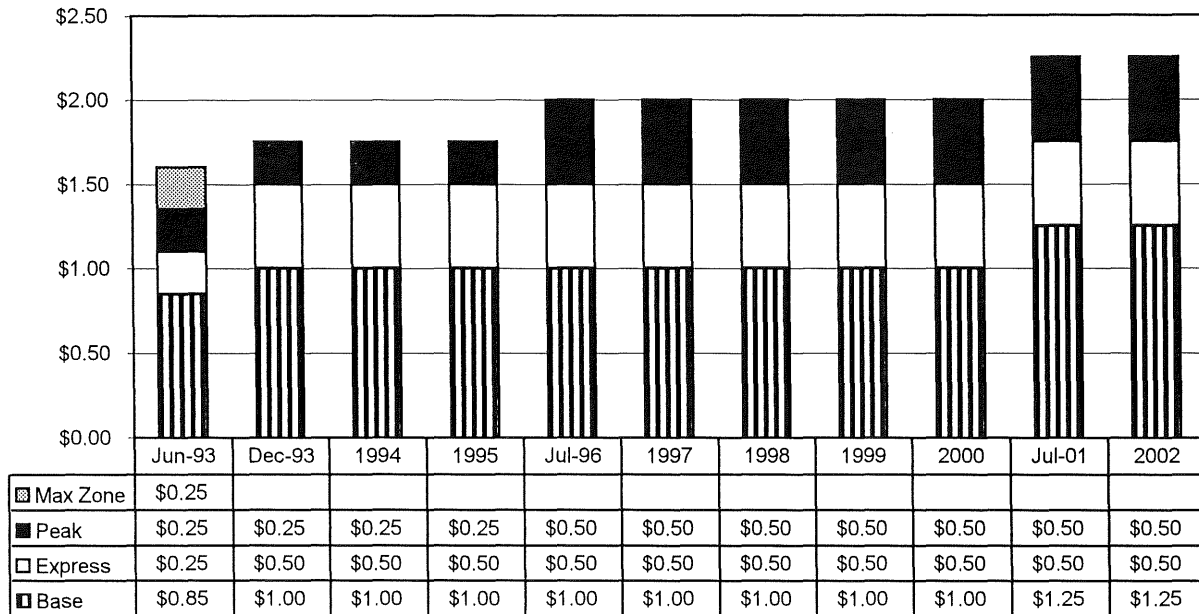
QUALITY COLLECTION AND TREATMENT OF WASTEWATER



METRO TRANSIT RIDERSHIP 1993-2002



METRO TRANSIT FARE HISTORY 1993-2002



# ***Metropolitan Council 2002 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.”

#### **Contract Database**

In 2001, the Council began to upgrade its database for contracts valued at \$50,000 or greater. The upgrade design was modified in response to the 2001 legislation requiring the Council to annually report consultant activity. As this upgrade continues, the ability to provide additional contract information will be enhanced.

## **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.



# ***Metropolitan Council 2002 Unified Budget, Appendix H***

## ***Report on Consultant Activity***

---

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.

- 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

# ***Metropolitan Council 2002 Unified Budget, Appendix H***

## ***Report on Consultant Activity***

---

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 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 2000, 2001 and 2002. The schedules for 2000 list actual contracts, and the schedules for 2001 and 2002 list contractual service budget authority.

There are two tables for 2000, 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 represent 3.3 percent of all professional and technical services in 2000. Additional information on these purchases is available on request.

### **Contents**

#### 2000

- Report for contracts of \$50,000 and greater.
- Report for contracts less than \$50,000.

#### 2001

- Report for consultant and contractual services for 2001 Unified Operating Budget as revised.

#### 2002

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

***Metropolitan Council 2002 Unified Budget, Appendix H  
Report on Consultant Activity***

---

**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  
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
<b>Environmental Services General Operations</b>										
00P0011	Temporary Services for Seasonal Laboratory Work	Scientific Staffing	3/29/00	3/29/00	12/31/00	\$50,000	5	2	Informal RFP	Price
C-3454	Off-Site Record Storage	Iron Mountain Records Management, Inc.	1/31/00	1/31/00	1/31/02	\$175,000	7	3	Informal RFP	References, Facility Information, Cost, Vendor Software, Monthly Reports, Financial Strength
C-3549	MWWTP Solids Processing Improvements - Soils	STS Consultants, Ltd.	1/7/00	1/7/00	6/30/00	\$73,685	4	3	Informal RFP	Cost, Schedule/Ability, Qualifications, Experience, Lab quality, DBE Involvement
C-3556	MCES Process Support Services	Brown and Caldwell	3/8/00	11/29/99	9/28/01	\$249,828	21	6	Formal RFP	Qualifications, Work Plan, Past Record
C-3565	Metering and Alarm Computer Software Maintenance Agreement	Arden Environmental	2/10/00	2/10/00	12/31/01	\$50,000			Sole Source	
C-3525	Database Administrator for EMIS	ICES, Ltd.	4/5/00	7/9/99	6/30/00	\$97,760	3	3	Formal RFP	Specific Experience, Cost
00P0059	Urban Small Sites BMP Manual	Barr Engineering Company	9/28/00	9/28/00	7/1/01	\$129,800	17	4	Formal RFP	Qualifications, Quality, Past Performance, Time, Price
<b>Environmental Services Capital Revolving Fund</b>										
00P0071	Interceptor System Master Plan Study	Camp Dresser & McKee Inc.	9/21/00	9/22/00	12/31/01	\$946,744	18	4	Formal RFP	Ability, Experience, Work Plan, Price
00P0035	Rosemount WWTP Interim Improvements Design and Construction	Toltz, King, Duvall, Anderson and Assc., Inc.	10/31/00	10/31/00	1/31/02	\$52,313	19	8	Formal RFP	Price, Work Plan, Qualifications, Past Record
00P0006	MWWTP Pretreatment/Primary Treatment Improvements (Engineering)	Brown and Caldwell	6/7/00	3/27/00	6/30/02	\$1,077,102			Selected by Formal RFP in earlier project phase	
00P0019	Rosemount/Empire East Area Master/Facility Plan Communications Services	Tetra Tech EM Inc.	6/19/00	6/19/00	12/31/01	\$99,955	18	5	Formal RFP	Qualifications, Cost, Work Plan, Past Record, DBE, Exceptions to Contract
00P0026	South Washington County Interceptor Design	Bonestroo Rosene Anderlik & Associates, Inc.	7/10/00	7/10/00	9/28/01	\$599,961	22	4	Formal RFP	Price, Quality, Qualifications, Past Record, Number of Contract Exceptions
00P0037	Colby Lake Lift Station and Forcemain, South Washington County	Camp Dresser & McKee Inc.	7/6/00	7/6/00	5/31/01	\$441,525	19	6	Formal RFP	Price, Work Plan, Qualifications, Past Record, Number of Exceptions to Contract
00P0045A	Geotechnical Investigation Services South Washington County Interceptor	Braun Intertec Corporation	8/17/00	8/17/00	12/29/00	\$125,309	17	5	Formal RFP	Cost, Work Plan, Qualifications, Past Record
00P0065	Design of 1-MN-320 Improvements	Montgomery Watson Americas, Inc.	10/19/00	10/19/00	6/30/01	\$249,562	16	5	Formal RFP	Experience, Qualifications, Schedule, Past Performance, Cost
00P0068	South Washington County Interceptor Appraisal Reports	Penfield, Inc.	10/12/00	8/7/00	12/31/01	\$50,000	10	5	Informal RFP	Cost, Schedule, Experience, Conflict of Interest
00P0119	MWWTP Centrifuge Installation Design and Construction Support Engineering Services	Brown and Caldwell	10/31/00	10/31/00	6/30/02	\$741,700			Selected by Formal RFP in earlier project phase	
C-3540	Area Master Planning and Empire-Rosemount Facility Planning	Consoer Townsend Envirodyne Engineers, Inc.	5/31/00	5/31/00	6/30/01	\$450,000	8	4	Formal RFP	Qualifications, Cost, Work Plan, Past Record, Exceptions to Contract, DBE
C-3544	Project Management Assistance	Camp Dresser & McKee Inc.	6/6/00	8/4/99	12/31/00	\$275,000	21	6	Formal RFP	Qualifications, Work Plan, Past Record
C-3562	CSO Separation Evaluation	Brown and Caldwell	4/3/00	3/1/01	7/15/01	\$587,869	18	5	Formal RFP	Project Timeline, Specific Experience, Local Office, Past Performance, Cost
<b>Environmental Services Subtotal</b>						<b>\$6,523,113</b>				
<b>Metro Transit Operating Fund</b>										
00P0042	Temporary Services for Seasonal Laboratory Work	Manpower International	5/16/00	5/16/00	12/31/00	\$50,000	5	2	Informal RFP	Price
00P0151	Marketing Development Specialist	Aquent Partners	10/12/00	10/10/00	4/10/01	\$50,000	4	1	Informal RFP	Cost, Previous Work
99033	Bus driver instruction training	Smith System Driver Improvement Inc.	1/1/00	3/27/00	4/5/04	\$60,000			Sole Source	

**Report on Consultant Activity  
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	
99060	Background Investigations	Tena InfoBureau Services	2/20/00	2/20/00	9/30/03	\$600,000	11	7	Formal RFP	Price, Work Plan	
<b>Metro Transit Capital Fund</b>											
00012855	Annual Support Contract for Integral Software	Integral	12/14/00	1/1/01	12/31/01	\$61,300			Sole Source		
00P0028	A&E Services for Design and Construction of Riverview Corridor Bus Stop Amenities	Enviroscience, Inc.	8/8/00	8/8/00	12/31/01	\$97,423	34	5	Formal RFP	Quality of Work Plan, Qualifications, Experience, Exceptions	
00P0044	Downtown Mpls Mini-Stations / Central Corridor Mpls CBD	Stefan Associates	8/8/00	7/3/00	6/30/01	\$55,000	4	2	Informal RFP	Quality of Proposal, Qualifications, Experience, Exceptions to Contract	
00P0050	Riverview Corridor Bus Shelter Design	Howard R. Green Company	8/9/00	8/9/00	10/1/02	\$109,651	40	5	Formal RFP	Experience, Qualifications, Work Plan, Proposed Changes, DBE involvement, Approach	
00P0060A	Temporary Employment Services - Clerical and Administrative Support	Manpower International	7/27/00	7/28/00	7/31/01	\$250,000	14	5	Formal RFP	Quality, Past Experience, Price	
00P0061	Design of Maplewood Mall Transit Hub	Bonestroo Rosene Anderlik & Associates, Inc.	6/19/00	6/19/00	12/7/01	\$91,282	4	4	Informal RFP	Qualifications, Quality of Work Plan, Capacity, Exceptions, Experience, DBE involvement	
99063	Bus Inspection Services	First Transit, Inc.	1/10/00	1/10/00	4/15/03	\$216,459	11	2	Formal RFP	Qualifications, Past Record, Capacity for Work, Exceptions to Contract, Work Plan, DBE	
<b>Metro Transit Grant Funds</b>											
00P0084	Consultant Evaluation Services	James H. Graebner	7/20/00	7/20/00	10/31/00	\$70,000			Sole Source		
00P0111	Army Reserve Building 506 Addition, Fort Snelling	RSP Architects, Ltd.	12/5/00	11/3/00	6/15/02	\$399,801	31	3	Formal RFP	Qualifications, Quality of Proposal, Capacity to Perform, Past Performance	
00P0075	Transit Information System Expansion	Stratagem, Inc.	8/9/00	3/1/00	3/3/01	\$350,000			Sole Source		
00P0020	East Metro Transit Facility Contaminated Soils	Glenn Rehbein Excavating, Inc.	3/21/00	3/21/00	5/31/00	\$164,000	5	5	Formal RFP	Planned Approach, Proposed Changes, Cost, DBE involvement	
99028	Design of I-35W & Lake Street Stations	Short Elliott Hendrickson, Inc.	3/22/00	3/22/00	10/1/01	\$245,000	28	3	Formal RFP	Quality of Firm, Experience, Capacity, exceptions, familiarity, DBE involvement, Completeness	
00P0060C	Temporary Employment Services - Clerical and Administrative Support	Jeane Thorne, Inc.	8/2/00	8/8/00	7/31/01	\$100,000	14	5	Formal RFP	Quality, Past Experience, Price	
Metro Transit Subtotal						\$2,969,916					
<b>Transportation Planning</b>											
<b>Transit Administration Fund</b>											
C-99-79	Aviation Policy Plan 2000 Update	HNTB Corporation	5/31/00	5/31/00	2/28/01	\$149,990	16	2	Informal RFP	Similar Projects, Past Record, Capacity to Perform, Exceptions to Contract, Cost, Work Plan	
00P0009	2000 Travel Behavior Inventory	Parsons Brinckerhoff Quade & Douglas, Inc.	7/5/00	7/5/00	12/31/02	\$1,500,000	24	2	Formal RFP	Qualifications, experience, past record, capacity, financial capacity, DBE, Work Plan, Cost	
<b>Metro Mobility</b>											
00006838	Annual Support Contract for Trapeze Software	Trapeze Software Group Inc.	6/28/00	7/1/00	6/30/01	\$81,483			Sole Source		
00P0002	ADA Transit Services	Human Services, Inc.	2/7/00	1/1/00	12/31/00	\$590,037			Sole Source		
00P0010	Supplemental Metro Mobility Agency Services	American Red Cross St. Paul	2/14/00	1/31/00	12/31/00	\$58,310			Sole Source		
00P0016	Supplemental Metro Mobility Agency Services	Human Services, Inc.	4/4/00	2/14/00	12/31/00	\$135,000			Sole Source		
00P0058	Supplemental ADA Paratransit Service for Metro Mobility	Laidlaw Transit Services Inc.	6/23/00	5/1/00	12/31/00	\$198,000			Sole Source		

**Report on Consultant Activity  
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
00P0003	ADA Transit Services	Dakota Area Resources and Transportation for Seniors, Inc.	2/14/00	1/1/00	12/31/00	\$1,323,757			Sole Source	
Transportation Planning Subtotal						\$4,036,577				
<b>Housing and Redevelopment Authority</b>										
00P0033	Analysis of Impediments to Fair Housing	Mid-Minnesota Legal Assistance	8/18/00	7/14/00	3/30/01	\$90,416	14	2	Formal RFP	Qualifications (knowledge and experience), Quality of Proposal, Capacity, Exceptions, Price
00P0060B	Temporary Employment Services - Clerical and Administrative Support	Spherion	7/27/00	7/28/00	7/31/01	\$250,000	14	5	Formal RFP	Quality, Past Experience, Price
00P0109	Professional Real Estate Services	Orvin Olson Realty	12/5/00	11/20/00	6/30/02	\$52,250	40	8	Formal RFP	Price, Quality, Qualifications, Past Performance
00P0178	Property Management Services	Cedar Management Inc.	11/27/00	11/27/00	12/31/03	\$90,000	10	2	Informal RFP	Price and references
Housing and Redevelopment Authority Subtotal						\$482,666				
<b>General Fund</b>										
00002639	1999 Audit Fees	State of Minnesota / Auditor	3/8/00	1999 Audit Activities		\$125,329			Sole Source	
00003612	Annual Support Contract for TX Base Software	TX Base Systems Inc.	3/31/00	5/1/00	4/30/01	\$84,782			Sole Source	
00004320	Annual Support Contract for Sybase Software	Sybase Inc.	5/9/00	7/29/00	7/28/01	\$50,000			Sole Source	
00005279	Annual Support Contract for Synergen Software	Synergen Associates Inc.	5/16/00	3/6/00	3/5/01	\$106,000			Sole Source	
00006943	Annual Support Contract for PeopleSoft Software	PeopleSoft	6/30/00	6/27/00	6/26/01	\$98,659			Sole Source	
00008787	Copy Machine Maintenance Contract	IKON Office Solutions	8/25/00	5/1/00	4/30/01	\$52,990			Joint Purchasing Agreement - State of Minnesota	
00011281	Annual Support Contract for Oracle Software	Oracle Corporation	11/3/00	11/9/00	11/8/01	\$138,126			Sole Source	
00012676	Annual Support Contract for Mitel Systems	Mitel Telecommunications	12/11/00	12/15/00	3/14/01	\$50,305			Sole Source	
00P0024	Transit Work History and Recognition Information System	Stratagem, Inc.	4/14/00	4/14/00	9/30/00	\$201,000			Sole Source	
00P0034	Hosting/Consulting Services for Council Internet Web Site	ArchWing Innovations, LLC	8/31/00	8/31/00	9/15/01	\$78,816	25	4	Formal RFP	Qualifications, Experience, Price
00P0038	Legal work on public contracting and other public law issues	Nils Grossman	3/1/00	3/1/00	2/28/01	\$50,000			Sole Source	
00P0049	Advertising, Printing, and Distribution Services	Total Market Coverage	4/24/00	4/24/00	4/30/02	\$97,000			Sole Source	
00P0069	Smart Growth Twin Cities Project	Calthorpe Associates	7/20/00	7/20/00	12/31/02	\$1,173,235			Sole Source	
00P0088	Workers' Comp legal services	Arthur, Chapman, Kettering, Smetak and Pikala, PA	6/27/00	7/1/00	6/30/03	\$500,000	32	13	Formal RFP	Knowledge, Experience, Capability
00P0089	Workers' Comp legal services	Heacox, Hartman, Mattaini, Koshmrl, Cosgriff and O'Neill, Grills, and O'Neill, PLLP	6/27/00	7/1/00	6/30/03	\$500,000	32	13	Formal RFP	Knowledge, Experience, Capability
00P0090	Public Law Matters	O'Neill, Grills, and O'Neill, PLLP	6/9/00	5/1/00	12/31/00	\$50,000			Sole Source	
00P0099	Human Resources Development Services	Personnel Decisions International	11/1/00	3/31/00	12/31/02	\$62,000			Sole Source	
00P0102	Network Performance Monitoring	Intellops	11/7/00	11/9/00	12/31/01	\$50,690	13	3	Informal RFP	Quality, Price, Experience

**Report on Consultant Activity  
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
00P0108	Office Space Design Consultant	Jim Knutson Interior Design	8/11/00	8/11/00	5/31/01	\$75,000	3	3	Informal RFP	Price
00P0123	Acoustical Consultant Services	Harris, Miller, Miller, Hanson, Inc.	11/20/00	11/9/00	12/31/00	\$55,000			Sole Source	
00P0131	Employment Law Legal Services	Smith Parker P.L.L.P.	9/11/00	8/1/00	7/31/03	\$400,000	12	8	Formal RFP	Experience, Knowledge, Capability, Responsiveness, Cost
00P0140	Siemens Transportation Systems v. Council	Dorsey & Whitney LLP	10/2/00	9/1/00	6/30/01	\$50,000			Sole Source	
00P0149	Governmental Relations	Dave Bieging-Dorsey & Whitney LLP	11/27/00	11/27/00	12/31/01	\$62,500			Sole Source	
00P0170	Broker Insurance Services Agreement	Aon	12/27/00	2/1/01	12/31/03	\$90,000			Sole Source	
99052	Drug and Alcohol Testing	Health Systems Minnesota	3/16/00	3/16/00	12/31/01	\$131,500	8	3	Formal RFP	Cost, Past Record, Responsiveness, Capacity to Perform
C-99-104	ES Fixed Asset Inventory	Valuation Resource Management, Inc.	5/15/00	5/15/00	11/30/00	\$106,550	3	2	Formal RFP	Qualifications, Cost, Work Plan, Past Record, Exceptions, DBE
C-99-84	US EPA Brownfields Initiatives	Braun Intertec Corporation	2/17/00	2/17/00	9/30/00	\$60,275	95	15	Formal RFP	Ability to Manage, Experience with MPCA, Cost, Project Mgmt, Past Community Involvement
C-99-95	Year 2000 Spring Aerial Photography and Digital Orthophotography	Markhurd	3/2/00	3/2/00	9/30/00	\$83,910	3	3	Informal RFP	Qualifications, Specific Experience, Past Performance, Exceptions to Contract,
00P0076	Human Resource Information System Needs Assessment	Government Finance Officers Association	10/26/00	10/16/00	9/30/01	\$157,500	16	5	Formal RFP	Qualifications, Past Performance, Work Plan, Price
C-99-86	Arbitrage Calculations Services	Springsted, Inc.	1/7/00	1/7/00	12/31/02	\$90,000	3	3	Informal RFP	Experience, Qualifications, Organizational ability, Cost
General Fund Subtotal						\$4,831,166				
<b>Grand Total</b>						<b>\$18,843,438</b>				

Report on Consultant Activity, 2000  
 Contracts Less Than \$50,000

Fund	Expense Type	Issue Date	Vendor	PO Number	Item Description	Total Amount
<b>Environmental Services General Operations</b>						
	Engineering	2/17/00	WIDMER INC	00001572	Emergency repair of Waconia Force Main. Int. 7508	\$10,000
	Engineering	10/10/00	GREAT PLAINS ENVIRONMENTAL	00P0027	Testing of Underground Storage Tanks	\$18,000
	Engineering	1/11/00	BRAUN INTERTEC CORPORATION	C-3561	Soil borings for Minneapolis Meters Project	\$6,000
	External legal services	2/23/00	BORDER STATES ELECTRIC SUPPLY	00002114	Repair one Square D, 8030 CRM-230; date code FW	\$5,447
	Contractual services other	9/28/00	COASTAL TRAINING TECHNOLOGIES INC	00010022	ClarityNet Web Based Interactive PC Safety Training	\$41,899
	Contractual services other	1/5/00	POLL, DONN	00000160	Publishing Professional Services - St. Croix River Brochure	\$3,000
	Contractual services other	1/10/00	GOPHER STATE ONE CALL	00000295	Gopher State On-Call field services for June, July, August, September, October and November per adjusted invoices --	\$4,409
	Contractual services other	1/10/00	UNIV OF MN	00000228	1999 Twin City area public opinion telephone survey to be developed and conducted using a statistically random sampling of residents in the seven county area. Questions asked will be related to Metropolitan Council issues regarding quality of life, transit, metropolitan government and environment services per direction from Council Communication Department --	\$41,000
	Contractual services other	1/11/00	ADVANCED INFORMATION CONSULTANT	99011999	NOT TO EXCEED -- Document Search Services as Required by MCES Research and Development thru 12/31/2000 --	\$3,000
	Contractual services other	1/13/00	IMPERIAL PARKING	00000466	Parking for Central Office Fleet - Reserved Unheated 7 Vehicles @ 150/month thru 12/31/00	\$14,165
	Contractual services other	1/20/00	DIALOG CORP, THE	00000725	Knight-Ridder Services for Dialog as directed by MCES Research Staff - Account #111292 - through 12/31/2000	\$3,882
	Contractual services other	1/21/00	SCHLOMKA SERVICES INC	00000754	NOT TO EXCEED -- Pump grit pit at Blue Lake on 11/22/99	\$3,460
	Contractual services other	2/10/00	SPECTRA IMAGES	00001642	Slides developed and prints made as required for MCES ERPM section and per approved invoices from 02/02/00 through 12/31/00 --	\$2,500
	Contractual services other	2/15/00	LAKEVIEW ASSOC	00001790	NOT TO EXCEED HP5988A GC/MS AND HP5970A GC/MS SYSTEMS MOVE TO INCLUDE: INSTRUMENT OPERATION VERIFICATION BEFORE MOVE, SHUTDOWN, DIS-ASSEMBLY (AS REQUIRED), PACK EQUIPMENT AND MOVE TO NEW LABORATORY. ONCE DELIVERED TO NEW LABORATORY EQUIPMENT WILL BE RE- ASSEMBLED, SETUP, INSTALLED AND OPERATION WILL BW RE-VERIFIED. AS A SYSTEM MOVE THIS INCLUDES ALL PERIPHERAL EQUIPMENT NECESSARY FOR OPERATION ie...AUTOMATIC LIQUID SAMPLERS, PURGE AND TRAP CONCENTRATORS AND COMPUTERS.	\$6,600
	Contractual services other	2/26/00	ARCH WIRELESS	00002196	Pager Rental for MCES (610-73980) from January 1, 2000 through Jan. 31, 2001 -- 13 months at \$73.26 per month --	\$30,710
	Contractual services other	3/1/00	GRAND EAGLE SERVICES	00001339	Repair of Tank Agitator Motor (Labor)	\$4,965
	Contractual services other	4/11/00	UPGRADES	00003941	MODCOMP TRAINING FOR (DEB PETERSON & RONNIE GRAY) THE WEEK OF APRIL 18-24, 2000	\$2,500
	Contractual services other	4/17/00	WORLD WIDE SERVICES GROUP	00003098	Repair service for RMF U.P.S. system. PARTS SHIPMENTS	\$4,131
	Contractual services other	4/17/00	BREDAHL PLUMBING INC	00004175	INSTALLATION AND REMOVAL OF AMALGAM REMOVAL EQUIPMENT AT VARIOUS COTTAGE GROVE AND HASTINGS DENTAL CLINICS - LABOR	\$9,730
	Contractual services other	5/23/00	COMPAQ COMPUTER CORP	00005627	Hardware/ Software Maintenance Contract to cover the period of 06/01/00 thru 05/31/2001	\$5,964
	Contractual services other	6/8/00	UNIV OF MN	00006115	I.C. -46 Aggregate Resources Inventory of the Seven-County Metropolitan Area	\$3,400



Report on Consultant Activity, 2000

Contracts Less Than \$50,000

Fund	Expense Type	Issue Date	Vendor	PO Number	Item Description	Total Amount
	Contractual services other	6/21/00	CAMP DRESSER AND MCKEE INC	00006412	Evaluate MCES choices for meeting OSHA requirements for working on energized electrical equipment.  To include: - Evaluating MCES choices to meet OSHA requirements for electricians to wear special clothing when working on energized electrical equipment, - Investigating the feasibility of using a contractor to do medium voltage and low voltage work that includes scheduled maintenance, testing, and circuit breaker overhaul, - Providing a brief letter/report summarizing findings and recommendations, and - Providing a professional opinion regarding OSHA requirements for tripped motor starters and circuit breakers to be reset and closed by "Qualified Personnel" (trained operator vs. electrician).	\$4,985
	Contractual services other	6/22/00	MEDICS TRAINING INC	00006571	All per your letter from Robert E. Mozahn to Mike Mereness dated June 2, 2000. 24 Hr. First Responder Training for the year 2000 Not to Exceed	\$3,055
	Contractual services other	7/10/00	PINKERTON SYSTEMS	00007087	INSTALLATION OF CARD READERS FOR NEW EPE LAB BUILDING AS PROPOSED IN PINKERTON QUOTE #JK0428000 - FRONT DOOR	\$10,020
	Contractual services other	8/17/00	ONYX ENVIRONMENTAL SERVICES	00008530	Hazardous Waste Disposal per terms and conditions of Minnesota State Contract M411872-- NOT TO EXCEED \$8,000.00	\$8,000
	Contractual services other	9/14/00	ZASIO ENTERPRISES INC	00009477	Coordinate schedule with Mary Gross at 651-602-8343 Airfare, Lodging, Meals and Auto/Transportation. Software Training Per Invoice # 9418548	\$2,801
	Contractual services other	9/19/00	SCIENCE MUSEUM OF MN	00009285	Table top graphic backdrop w/3 graphic panels, per attached specs (For WEFTEC 2000 Conference)	\$2,600
	Contractual services other	9/21/00	EXECUTIVE MOVING SYSTEM NORTH AMERICAN VANLINES	00009775	Moving services from Anaheim, California to Minnesota per instructions from Mary DeMers -- Reference Quote #BKK669 NOT TO EXCEED --	\$10,043
	Contractual services other	10/19/00	L&S ELECTRIC INC	00008643	Job 136420 -- Labor Flyght Mixer	\$4,550
	Contractual services other	10/23/00	ALLIED PROPERTY MAINTENANCE CO	00010448	Plowing of access road to Cottage Grove Treatment Plant along 110th street South (approximately .8 miles long). No plowing of snow is to be done unless the accumulation is more than 2" in depth. Any overnight plowing is to be completed by 5:30 A.M.	\$3,500
	Contractual services other	11/2/00	GS SYSTEMS	00010247	Technical Help on Wonderware System Software for Regional Plants as directed by Process Control Group per attached terms and conditions -- Errors and Omissions Insurance is waived on this project only -- NOT TO EXCEED --	\$26,865
	Contractual services other	11/3/00	IKON OFFICE SOLUTIONS	00011401	1 year service contract on HP D640 parts and labor (not including consumables) S/N Th1001141	\$2,796
	Contractual services other	11/7/00	R&C VALVE REPAIR INC	00011232	Repair Viscotherm Rotodiff model #1120-T/KD, Serial #45010 as described in quote #00-2482.-- PARTS	\$28,574
	Contractual services other	11/27/00	STERIS CO	00011986	COMPREHENSIVE PARTS AND LABOR SERVICE CONTRACT FOR TWO STERIS EAGLE 3000 STERILIZERS FOR THE PERIOD JAN -01-2001 THROUGH DEC 31-2001.	\$3,105
	Contractual services other	11/30/00	SIMPLEX TIME RECORDER CO	00012270	Consulting and testing fire alarm system to move console from Administration Building to CMP. Hourly rate at \$121 per hour. Cost not to exceed amount of purchase order.	\$5,000
	Contractual services other	11/30/00	ONYX ENVIRONMENTAL SERVICES	00012286	Hazardous Waste Disposal per terms and conditions of Minnesota State Contract M411872 NOT TO EXCEED \$7,000.00	\$7,000
	Contractual services other	11/30/00	ONYX ENVIRONMENTAL SERVICES	00012286	Coordinate schedule with Mary Gross at 651-602-8343. Hazardous Waste Disposal per terms and conditions of Minnesota State Contract M411872 NOT TO EXCEED \$7,000.00 Coordinate schedule with Mary Gross at 651-602-8343.	\$7,000

Report on Consultant Activity, 2000  
Contracts Less Than \$50,000

Fund	Expense Type	Issue Date	Vendor	PO Number	Item Description	Total Amount
	Contractual services other	12/5/00	BOHLEN LAND SURVEYING	00012487	Survey for MCES Empire Plant Land Management Plan 1. Provide a detailed topographic survey for the MCES section of the Vermillion River (south 1320 ft. of section 14) for 50 feet on either side of river. 2. In addition survey cross-sections at the most severely eroded banks (assume 6 cross-sections). Not to exceed 5500.00.	\$5,500
	Contractual services other	12/11/00	L&S ELECTRIC INC	00010438	Repair of Motor Labor	\$3,063
	Contractual services other	12/11/00	MIDWEST RESEARCH INSTITUTE	00012661	DIOXIN ANALYSIS PER AMSA STUDY	\$10,500
	Contractual services other	12/15/00	ABLE FENCE INC	00012714	Fabricate and install 2 (two) roller gates, one gate is 24' and the 2nd gate is 30'. Provide and install 2 H.S.L.G. Gate operators with loop heaters, All electric and loop installation will be done by others, extend fencing where necessary. For all work reference quote of 11/27/00	\$11,145
	Contractual services other	12/20/00	L&S ELECTRIC INC	00010440	Motor Repair Labor	\$6,183
	Contractual services other	4/19/00	ENVIRONMENTAL FINANCIAL GROUP	00005763	SAC Pay-as-you-go and Reserve Capacity Analysis [See 00M0006]	\$18,000
	Contractual services other	4/10/00	PACE ANALYTICAL SERVICES	00007339	Stack Tests	\$24,876
	Contractual services other	8/8/00	ST CROIX SENSORY INC	00P0012	Odor Panel Services	\$45,200
	Software maintenance	6/8/00	SAGENT TECHNOLOGY INC	00006144	Annual Maintenance Renewal 07/01/00 - 06/30/01 (EIMS Project)	\$2,781
<b>Environmental Services Capital Revolving Fund</b>						
	Consultant	9/26/00	KESTREL DESIGN GROUP	00009896	Review of 5 MH sites included in the review is: Erosion impact, Instream and streambank stabilization, produce plans-details-specs & quality estimates, produce project budget, review & give input to MCES (PER YOUR PROPOSAL #2000-18)	\$32,903
	Contractual services other	8/3/00	BRAUN INTERTEC CORP	00008064	Soil boarings (6), visual and manual soil classification, geotechnical report per proposal dated July 25th, 2000	\$4,190
	Contractual services other	10/26/00	BRAUN INTERTEC	00011079	Eight soil borings 20-25 feet deep with possibility of two added borings. \$250.00 per boring	\$3,775
	Engineering	12/14/00	MWH AMERICAS, INC	00012860	ENGINEERING SERVICES FOR MERCURY REMOVAL ALTERNATIVE COST ESTIMATES FOR ROSEMOUNT INTERIM IMPROVEMENTS NOT TO EXCEED	\$3,250
	Engineering	1/6/00	BRAUN INTERTEC	00000191	SOIL BORINGS AND SAMPLING WITH TRACKED VEHICLE AT MH31-ELM CREEK INTERCEPTOR. INCLUDES CLEARING UTILITIES AND RIG AND CREW BY HOURLY RATE. WORK TO BEGIN ON JAN 6, 2000.	\$5,000
	Engineering	1/14/00	SCHOELL & MADSON INC	00000532	TOPOGRAPHIC SURVEY, MAP PREPARATION AND CONSTRUCTION STAKING NEAR MH-31 & 32. ELM CREEK INTERCEPTOR - PHASE II. NOT TO EXCEED - \$2,500.00	\$2,500
	Engineering	8/30/00	BARR ENGINEERING COMPANY	00011207	Seismic Investigation Services So Wash Co Interceptor	\$32,400
	Engineering	8/8/00	GME CONSULTANTS, INC.	00008413	Geotechnical consulting for evaluation of SWC D/B proposals	\$24,000
	Contractual services other	2/25/00	MINNEAPOLIS PARK & RECREATION BOARD	00002265	Cutting down and removal of trees from "West Meter Site" per drawing labeled exhibit "C". Time and material, not to exceed \$8,000.00.	\$8,000
	Contractual services other	3/16/00	MITEL TELECOMMUNICATIONS	00003018	INVOICE A 060601018 MC320BE(?) ONS Line Card	\$29,494
	Contractual services other	7/3/00	ST PAUL LINOLEUM & CARPET CO	00006842	Furnish and install carpeting and vinyl base boards in the F&I 1 Building two rooms for Safety Department staff	\$6,939
	Contractual services other	7/5/00	SCHWING	00006958	Rental of (1) KSP17 V (K) Hydraulic Piston Pump; (1) SD250 Screw Feeder; (1) 75 HP Power Unit 480V/3Phase/60Hz	\$22,380
	Contractual services other	7/5/00	BIOSET	00006957	Rental of BIOSET Processing Unit for the production of Class A biosolids chemical stabilization pilot program	\$21,600
	Contractual services other	7/24/00	BEFORT ROOFING & SIDING INC	00007606	Remove and replace existing roof on Chaska treatment plant, including; 1)Remove existing to deck, 2)Install 2x4 blocking, 3)Install 4" wood cont strip, 4)Over concrete deck sprinkle 2.7 ISO in asphalt, 5)Install 1/2" woodfiber board set in asphalt, 6)Apply 2 ply of type 4 felt mopped in hot asphalt, 7)Apply 1 layer of black modified mopped in hot asphalt, 8)Install modified base flashing material mopped in hot asphalt, 9)Install new metal, 10)Install new scuppers and downspouts, 11)Clean up haul away debris, 12)Price includes 5 yr service warranty - No permit included in this bid	\$12,530

Report on Consultant Activity, 2000

Contracts Less Than \$50,000

Fund	Expense Type	Issue Date	Vendor	PO Number	Item Description	Total Amount
	Contractual services other	9/1/00	TD ENVIRONMENTAL INC DBA MAAC METRO	00009016	REMOVAL, DECONTAMINATION AND DISPOSAL OF CARPET AND ASBESTOS CONTAINING FLOOR TILE AND MASTIC ON CONCRETE FROM THE FOLLOWING ROOMS IN THE METRO ADMIN BUILDING, 104, 116, 124, 133, 128'S, 148 & 149. ALL WORK TO CONFORM TO EPA, OSHA, LOCAL, STATE AND FEDERAL REGULATIONS. ANY ADDITIONAL AIR MONITORING WILL BE DONE BY A THIRD PARTY CONSULTANT UPON REQUEST AND WILL BE BILLED INDEPENDENTLY.	\$9,610
	Contractual services other	9/5/00	R&R LEASING	00009069	Rental of Dump Truck and Driver on an as-needed for hauling Blue Lake sludge to Seneca Quoted Rate is \$58/Hour for Truck and Driver -- NOT TO EXCEED --	\$5,000
	Contractual services other	10/16/00	BRAUN INTERTEC CORP	00010624	Geo-technical services in connection with the Metropolitan Council vs. Richard J. Ruppert, et al. condemnation matter. Services to be provided in accordance with agreement between the vendor and the Council's attorney in the matter, Fredrikson & Byron, P.A.	\$9,500
	Contractual services other	10/16/00	LUNZ, MASSOPUST, RELD, DECASTER	00010627	Appraisal services in connection with the Metropolitan Council v. Richard J. Ruppert, et al. condemnation matter. Services to be provided in accordance with agreement between the vendor and the Councils attorney in the matter, Fredrikson & Byron, P.A.	\$44,814
	Contractual services other	10/16/00	DAHLGREN SHARDLOW & UBAN	00010628	Land planning expert witness services in connection with the Metropolitan Council v. Richard J. Ruppert, et al. condemnation matter. Services to be provided in accordance with agreement between the vendor and the Council's attorney in the matter, Fredrikson & Byron, P.A.	\$45,060
	Contractual services other	12/19/00	SCHOELL & MADSON INC	00012858	RESISTIVITY IMAGING OF GEOPHYSICAL SURVEY OF 560 FT LINE ON KNUTSON TREE FARM, COTTAGE GROVE; PER LETTER DATED 12/8/00 --NOT TO EXCEED	\$2,500
	Contractual services other	12/19/00	RESOLUTION INC	00012983	Transportation planning services in connection with the Metropolitan Council v. Richard J. Ruppert, et al. condemnation matter. Services to be provided in accordance with agreement between the vendor and the Councils attorney in the matter, Fredrick & Byron, P.A.	\$35,000
	Contractual services other	11/16/00	MARKHURD	01003853	Aerial Photography and Planimetric/Topographic Mapping	\$17,875
<b>Environmental Services Memo of Understanding Fund</b>						
	Contractual services other	5/2/00	CITISTATES GROUP, THE	00004704	Fee for David Crockett, featured speaker at May 3, 2000 Metro Environment Breakfast, Midway Sheraton Includes all travel expenses.	\$3,750
	Contractual services other	5/19/00	UNIV OF MN	00005433	Printing ISTS Guide (Septic Systems) and shipping per detailed instructions provided by Jack Frost, ERPM.	\$20,640
Environmental Services Subtotal Contractual Purchases Between \$2,500 and \$50,000						\$884,613
Environmental Services Subtotal Purchases Less than \$2,500						\$178,816
Environmental Services Subtotal Contractual Purchases Less than \$50,000						\$1,063,429
<b>Metro Transit Operating Fund</b>						
	Consultant	01/04/00	PERSONNEL DECISIONS, INC.	0000037284	CUSTOMER SERVICE TESTS PER INV. #51501, 1/7	\$20
	Consultant	01/04/00	METHODIST HOSPITAL	0000039549	LAB WORK ON 1/4 PER ACCT #38888186	\$257
	Consultant	01/06/00	METHODIST HOSPITAL	0000038051	PROFESSIONAL SERVICE #38897955, 1/6/00	\$129
	Consultant	01/06/00	INTERVIEW TECHNOLOGIES INC	0000038057	TIC REPRESENTATIVE PROFILE PER INV. #2487	\$630
	Consultant	01/07/00	SUNDE LAND SURVEYING INC	0000036898	PROVIDE ADDITIONAL ELEVATION POINTS TO MAIN ENTRANCE OF HEYWOOD GARAGE.	\$738
	Consultant	01/10/00	AMERICAN ENGINEERING TESTING I	0000036882	MPCA TESTING FOR LEAK 5912, 3RD QTR. REQUIRED UNTIL CLOSURE LETTER RECEIVED.	\$1,256
	Consultant	01/19/00	WENCK ASSOC INC	0000037092	SNELLING PHASE 1	\$1,444
	Consultant	01/22/00	METHODIST HOSPITAL	0000041019	LAB & ER SERVICES ON 1/22/00 PER INV. DATED 3/26/00	\$205
	Consultant	01/22/00	METHODIST HOSPITAL	0000042196	SERVICE DATE 4/1/00 #39561873	\$462
	Consultant	01/27/00	METHODIST HOSPITAL	0000038083	DRUG TESTING BILL PER STATEMENT DATED 1/27/00	\$182
	Consultant	01/27/00	EMERGENCY PHYSICIANS PA	0000041016	SERVICE FOR #99282 ID#474501456 PER INV. DATED 1/27/00	\$64
	Consultant	01/27/00	EMERGENCY PHYSICIANS PA	0000042194	SERVICE DATE 1/27/00 #474501456	\$64
	Consultant	02/02/00	PARK NICOLLET AIRPORT	0000037844	DRUG TESTING PER STATEMENT DTD 2/2/00	\$715
	Consultant	02/12/00	METHODIST HOSPITAL	0000047558	MISC PROFESSIONAL SERVICES PER ACCT #39233366, 2/18/00	\$1,098

Report on Consultant Activity, 2000

Contracts Less Than \$50,000

Fund	Expense Type	Issue Date	Vendor	PO Number	Item Description	Total Amount
	Consultant	02/13/00	METHODIST HOSPITAL	0000038174	HOSPITAL CHARGES ON 1/14/00 PER STATEMENT DTD 2/13/00	\$129
	Consultant	02/23/00	PARK NICOLLET MEDICAL CTR	0000038048	PROFESSIONAL SERVICE PER #477469866, 12/13/99 (REQ. #321926)	\$160
	Consultant	03/01/00	PARK NICOLLET AIRPORT	0000038809	DRUG BILL PER STATEMENT DTD 3/1/00	\$616
	Consultant	03/07/00	KODET ARCHITECTURAL GROUP LTD	0000038428	Professional services for transit stores hr rates \$65.00 PER INV. #12954	\$1,500
	Consultant	03/09/00	INTERVIEW TECHNOLOGIES INC	0000039700	INVOICE 2507 TIC REP PROFILES	\$385
	Consultant	03/22/00	METHODIST HOSPITAL	0000047847	CHARGES FOR ACCT#39478938 SERVICE DATE 3/22/00	\$129
	Consultant	03/24/00	PAAR CONSULTING ENGINEERS	0000038949	SITE REVIEW AND PREPARE ELECTRICAL DRAWINGS AND SPECIFICATIONS.	\$1,450
	Consultant	03/26/00	METHODIST HOSPITAL	0000042191	SERVICE DATE 3/26/00 #39510441	\$246
	Consultant	04/04/00	V.P. FOOD SERVICE	0000039342	MARCH 2000 INVOICE	\$813
	Consultant	04/11/00	METHODIST HOSPITAL	0000043702	LABORATORY CHARGES FROM 4/11/00 PER ID#39627807	\$386
	Consultant	04/13/00	BRAUN INTERTEC	0000039647	Concrete vapor testing at the OHB	\$700
	Consultant	04/13/00	WENCK ASSOC INC	0000039649	Coping and submittal of petrofund application	\$292
	Consultant	04/13/00	WENCK ASSOC INC	0000039650	Replacement of product tank at Ruder	\$2,158
	Consultant	04/14/00	VANG-SITCLER,ERIC	0000039680	ASSIST IN ASSAULT AND THREAT MANAGEMENT TRAINING FOR MALES; \$20/HR x 4 HR.	\$80
	Consultant	04/14/00	METHODIST HOSPITAL	0000042190	LAB SERVICES PER ID #39657390	\$122
	Consultant	04/21/00	AMERICAN ENGINEERING TESTING I	0000039853	PROFESSIONAL SERVICES FOR 4TH QRT GROUNDWATER MONITORING	\$1,201
	Consultant	05/01/00	INTERVIEW TECHNOLOGIES INC	0000040640	TIC REP PROFILE PER INV. #2514	\$595
	Consultant	05/03/00	EMERGENCY PHYSICIANS PA	0000042193	SERVICE DATE 4/18/00 #1-05301014	\$200
	Consultant	05/05/00	METHODIST HOSPITAL	0000042189	ALCOHOL & MEDTOX PER ID#38283859, 10/27/99	\$165
	Consultant	05/05/00	LEGEND TECHNICAL SERVICES	0000040306	INDUSTRIAL HYGIENE & LAB. SERVICES	\$600
	Consultant	06/07/00	INTERVIEW TECHNOLOGIES INC	0000042390	TIC REP PROFILES PER INV. #2562	\$1,295
	Consultant	06/08/00	COPYMED INC	0000042188	PHOTOCOPY CHARGES PER INV. #834410	\$2
	Consultant	06/09/00	BUECHLER,SUSAN	0000041320	COPYEDITING TRAINING MANUAL, PER QUOTE DATED JUNE 5, 2000 (19.5 HRS @ \$45/HR)	\$878
	Consultant	06/09/00	PERSONNEL DECISIONS, INC.	0000042197	1716 CUSTOMER SERVICE SCALE W/US DEMO. PER INV. #62577	\$20
	Consultant	06/09/00	VIDEOTRONIX INC	0000042242	SERVICE LABOR FOR PHONE SUPPORT FOR ID MACHINE PER INV. #054214	\$75
	Consultant	06/15/00	BERNARD JACOB ARCHITECTS LTD	0000041512	Professional services for space planning for 701	\$2,270
	Consultant	06/15/00	WOLFGRAM/KNUTSON ARCHITECTS LTD.	0000041515	MISC CONSULTANT SERVICES	\$2,200
	Consultant	06/19/00	BERNARD JACOB ARCHITECTS LTD	0000041563	PLANS FOR 701 BLDG PER REQUEST FOR PAYMENT 5/2/00-6/16/00	\$2,270
	Consultant	06/23/00	PERSONNEL DECISIONS, INC.	0000041750	EMPLOYMENT INVENTORY WINScores PER INV. #61789	\$1,950
	Consultant	07/12/00	VEDI ASSOCIATES, INC.	0000042157	PROVIDE ELEVATIONS AND DRAWINGS FOR RAMP AT 701	\$2,013
	Consultant	07/14/00	MILGRAM MD,INNA	0000042260	SERVICE DATE 1/29/00 ID#366943320	\$198
	Consultant	07/14/00	NORTH MEDICAL TRANSPORT	0000042261	AMBULANCE TRANSPORT ON 6/23/99 - AAL915426	\$793
	Consultant	07/17/00	EMERGENCY PHYSICIANS PA	0000043701	MISC PROFESSIONAL SERVICES FOR CHARGES ON 4/18/00	\$200
	Consultant	07/24/00	METHODIST HOSPITAL	0000042527	MEDICAL SERVICE ID#39292180, 2/25/00	\$61
	Consultant	07/24/00	COPYMED INC	0000042528	CHARGES FOR COPIES OF MEDICAL RECORDS PER INV. #825051	\$4
	Consultant	07/26/00	METHODIST HOSPITAL	0000045336	PATIENT CONTROL #40455768	\$61
	Consultant	07/31/00	GENERAL SECURITY SERVICES INC	0000043354	MISC CONSULTING SERVICE PER INV. #00023191	\$188
	Consultant	07/31/00	TOLTZ KING DUVALL ANDERSON & A	0000042728	Structural review of the 701 building PER INV. #048148, 7/31/00	\$1,700
	Consultant	08/03/00	WOLFGRAM/KNUTSON ARCHITECTS LTD.	0000042847	Architectural services for floor coverings at ohb	\$800
	Consultant	08/21/00	METHODIST HOSPITAL	0000047048	LABORATORY SERVICE PER #29515988, 8/21/96	\$186
	Consultant	08/25/00	DIGITAL DATA VOICE CORP	0000043533	VOICE RECORDINGS NOT TO EXCEED \$900.00 FOR "BUS LINE" AUTOMATED SCHEDULE INFO	\$900
	Consultant	08/28/00	PARK NICOLLET AIRPORT	0000050671	PROFESSIONAL SERVICE FOR ACCT #800412245, 8/28/00	\$49
	Consultant	08/28/00	METHODIST HOSPITAL	0000051794	MISC PROFESSIONAL SERVICES 40699951 ON 8/28/00	\$129
	Consultant	08/29/00	EMERGENCY PHYSICIANS PA	0000045334	ER VISIT PER ID #469194062	\$130
	Consultant	08/29/00	METHODIST HOSPITAL	0000045935	MISC PROFESSIONAL SERVICES ON 8/29/00 ID#40702243	\$266
	Consultant	08/31/00	TOLTZ KING DUVALL ANDERSON & A	0000045057	MISC CONSULTANT SERVICES ENDING 8/31/00 PER INV. #048501	\$13
	Consultant	09/19/00	PERSONNEL DECISIONS INTL	0000044656	CUSTOMER SERVICE SCALE W/US DEMO PER INV. #69748	\$20
	Consultant	09/19/00	EMERGENCY PHYSICIANS PA	0000045333	ER VISIT PER ACCT #1-005257257	\$130
	Consultant	09/20/00	PARK NICOLLET AIRPORT	0000045335	HEP B VACCINE PER ACCT #80041245	\$50
	Consultant	10/04/00	UNILAB CORPORATION	0000049044	11667 DRUG 5 PER PATIENT #IDL9705786	\$154
	Consultant	10/09/00	INTERVIEW TECHNOLOGIES INC	0000047093	CANDIDATE PROFILES PER INV. #2591	\$385

Report on Consultant Activity, 2000  
 Contracts Less Than \$50,000

Fund	Expense Type	Issue Date	Vendor	PO Number	Item Description	Total Amount
	Consultant	10/09/00	WENCK ASSOC INC	0000044710	April 99 monitoring at MJR between contracts	\$1,405
	Consultant	10/23/00	MINNETRISTA, CITY OF	0000045475	PSYCHOLOGICAL & MEDICAL EXAM PER INV. #1115	\$500
	Consultant	11/10/00	METHODIST HOSPITAL	0000045698	SERVICES RENDERED ON 11/6/99, ACCT #38358584	\$165
	Consultant	11/10/00	WESTERN ORTHOPAEDIC SURG	0000045704	MISC PROFESSIONAL SERVICES ON 10/3/00, #474609095	\$254
	Consultant	11/20/00	PROGRESSIVE CONSULTING ENGINEER	0000045938	Engineering sight visits and meetings PER INV. #99032-10	\$1,056
	Consultant	11/22/00	METHODIST HOSPITAL	0000046789	CHARGES FOR 41367319, 11/3/00	\$281
	Consultant	11/27/00	GOPHER DATA INC	0000046086	TW database consultant fees	\$1,520
	Consultant	11/30/00	CONSOLIDATED MEDICAL SERVICES	0000048753	DRUG TESTING PER STATEMENT DATED 12/31/00	\$900
	Consultant	12/13/00	PROGRESSIVE CONSULTING ENGINEER	0000046576	ENGINEERS TIME AND MEETINGS	\$291
	Consultant	12/18/00	PROGRESSIVE CONSULTING ENGINEER	0000046697	Engineering services	\$395
	Consultant	12/21/00	CERES ENVIRONMENTAL SVSC	0000046845	Bailing and record keeping at Sn site 2995 prior to Remediation	\$1,531
	Consultant	12/23/00	METHODIST HOSPITAL	0000051396	MISC PROFESSIONAL SERVICES PER INV. DATED 12/23/99	\$165
	Consultant	12/31/00	LAB ONE	0000049042	DRUG TESTING PER INV #65082789	\$75
	Consultant	4/6/00	INTERNATIONAL TRANSIT SECURITY INC	00P0013	ADA Field Audits	\$24,480
	Consultant	2/16/00	McCOLLUM MANAGEMENT CONSULTING	00P0014	Introduction to Transit Operations Planning Course	\$15,500
	Consultant	3/31/00	REBECCA BANYAS	00P0030	Arts Administration for Hiawatha Light Rail Project	\$25,000
	External Legal Services	06/29/00	RIDER BENNETT EGAN & ARUNDEL	0000042172	LEGAL SERVICE RENDERED IN EMPLOYEE SEPARATION CASE THRU 6/27/00	\$418
	Contractual services other	01/10/00	BAY WEST	0000038161	Fuel spill clean-up 12/30/99 to 1/5/00	\$2,399
	Contractual services other	01/25/00	VIDEOTRONIX INC	0000041818	REPAIR SERVICE PER INV. #053605	\$113
	Contractual services other	2/7/00	RADIO ENGINEERING INDUSTRIES	00001483	400394 Bus Watch PC Boards - for Y2K Compliance	\$27,000
	Contractual services other	02/18/00	THE MACKENZIE COMPANY	0000037896	MAILING SERVICES OF MEDIA RELEASE	\$117
	Contractual services other	02/18/00	ACCUSTAFF	0000039042	TESTING FOR ANNA RAVENSCROFT PER INV. #IN-111103	\$100
	Contractual services other	02/25/00	BAY WEST	0000038162	Fuel spill clean-up 1/24/00 to 2/2/00 PER INV. #002-000343	\$407
	Contractual services other	02/29/00	ZIP SORT, INC.	0000038255	Mailing services	\$999
	Contractual services other	02/29/00	SOUND 80	0000038259	COPIES MADE OF DIMMENSION STORY	\$68
	Contractual services other	03/06/00	BAY WEST	0000038399	Spill clean-up SERVICE THRU 1/23/00 PER INV. #002-000243	\$73
	Contractual services other	03/06/00	ASHLAND CHEMICAL	0000038407	DISPOSAL- HAZZARDOUS WASTE. - USED PAINT THINNER	\$1,875
	Contractual services other	03/07/00	WENCK ASSOC INC	0000038429	Supplying Petrofund Reimbursement Forms per inv. #79	\$2,476
	Contractual services other	03/08/00	DIGITAL DATA VOICE CORP	0000038513	BUSLINE ENHANCEMENT TO CORRECT PROBLEM WITH DATABASE LOAD per inv #005156	\$250
	Contractual services other	03/17/00	WENCK ASSOC INC	0000038815	1998-1999 petrofund application	\$503
	Contractual services other	03/20/00	ZIP SORT, INC.	0000038836	RIDE TO REWARDS MAILING	\$932
	Contractual services other	03/20/00	ALPHA VIDEO & AUDIO INC	0000039105	REPAIR OF VIDEO TAPE FOR INVESTIGATORS PER S/O #RTL012829	\$15
	Contractual services other	03/31/00	ZIP SORT, INC.	0000039198	SURVEY MAIL PREP	\$511
	Contractual services other	04/13/00	MN PETROLEUM SERVICE INC	0000039638	Trouble shoot slow pulser on ust inventory system	\$142
	Contractual services other	04/21/00	VP FOOD SERVICE	0000039845	SERVICE PROVIDED TO METRO TRANSIT FOR 5 CHANGERS FOR APRIL 2000	\$813
	Contractual services other	05/17/00	UHL COMPANY, INC.	0000040666	INCREASED AIR FLOW & CALIBRATED THERMOSTAT PER INVOICE 103460	\$110
	Contractual services other	06/01/00	ASSET RECOVERY CORP	0000041049	DISPOSAL - SCRAP - USED COMPUTER ITEMS - CRT-CPU-OTHER ELECTRONIC ITEMS	\$588
	Contractual services other	06/05/00	SNYDER ELECTRIC	0000041169	Electrical hook-up of TIC to UPS system - LABOR PER INV. #66380.1	\$1,556
	Contractual services other	06/15/00	ENERGY DEVELOPMENT SERVICES	0000041505	Up-grade if software to windows NT for HVAC controls	\$400
	Contractual services other	06/15/00	TOTAL MECHANICAL SERVICES INC	0000041507	Replace 45 sq. ft. of concrete floor	\$189
	Contractual services other	06/15/00	CERES ENVIRONMENTAL SVSC	0000041508	Required bailing and testing at Snelling	\$1,001
	Contractual services other	06/28/00	GENERAL BINDING SALES CORP	0000042670	LAMINATOR EAGLE SERVICE CONTRACT RENEWAL	\$339
	Contractual services other	07/27/00	CRAWFORD DOOR SALES CO TWIN CI	0000042809	ADJUSTMENT TO SE OH DOOR PER INV. #72302	\$154
	Contractual services other	07/28/00	ADAM'S PEST CONTROL	0000042697	Pest control for the 701 building	\$2,000
	Contractual services other	08/02/00	WILLIAMS STORE INC	0000044247	MISC REPAIR SERVICES ON BADGE (LTS) PER INV. #5407	\$11
	Contractual services other	08/23/00	FELSHEIM, ROSE MARIE	0000043446	Painting the Metro Transit Snoopy	\$1,000
	Contractual services other	09/13/00	KINKO'S	0000051250	VIDEO CONFERENCE PER INV. #061400099509	\$506
	Contractual services other	09/13/00	MN PETROLEUM SERVICE INC	0000043983	Check operation of line leak detectors PER INV. #44749	\$128
	Contractual services other	09/25/00	JOSEPH CONSTRUCTION OF ST PAUL	0000044322	Re-caulk brick, sidewalk joint on east and west exits	\$970
	Contractual services other	09/26/00	BRIN NORTHWESTERN GLASS CO	0000044389	Replace broken glass at the 701 building	\$940
	Contractual services other	10/23/00	GADA & ASSOC INC	0000045137	Review of installation of AC system at the Heywood Garage	\$570
	Contractual services other	10/23/00	PROGRESSIVE CONSULTING ENGINEER	0000045138	Inspections on the main drive modifications at Heywood	\$748

Report on Consultant Activity, 2000  
 Contracts Less Than \$50,000

Fund	Expense Type	Issue Date	Vendor	PO Number	Item Description	Total Amount
	Contractual services other	10/23/00	CERES ENVIRONMENTAL SVSC	0000045139	Project management	\$1,531
	Contractual services other	11/06/00	ASHLAND CHEMICAL	0000045501	DISPOSAL - HAZARDOUS WASTE - PAINT CHIPS/SAND/METAL	\$605
	Contractual services other	11/07/00	AMERIPRIDE LINEN & APPAREL SERVICES	0000048319	JACKET LONG 2356 NAVY PER INV. #M191689	\$12
	Contractual services other	11/13/00	TRANSIT SECURITY INC	0000045757	Chugai VCR repair per invoice #5335	\$154
	Contractual services other	11/20/00	LEGEND TECHNICAL SERVICES	0000045936	Asbestos testing PER INV. #31630	\$172
	Contractual services other	12/12/00	AMERIPRIDE LINEN & APPAREL SERVICES	0000047351	CLEANING PARKAS PER INV. #M232402	\$16
	Contractual services other	12/13/00	LEEF BROS INC	0000046570	Clean parka	\$8
	Contractual services other	12/13/00	SIGN SOLUTIONS INC	0000046573	Exterior signage changes	\$975
	Contractual services other	12/13/00	WENCK ASSOC INC	0000046584	Well monitoring for May 99 Work done between contracts	\$1,679
	Contractual services other	12/17/00	GENERAL SECURITY SERVICES INC	0000047532	MISC CONSULTANT SERVICE PER INV. #00031858	\$338
	Contractual services other	12/27/00	TSI INC	0000046949	CLEAN AND CALIBRATE VELOCITY CALC MODEL 8357	\$960
	Security	01/17/00	PINKERTON SYSTEMS	0000037528	REPAIR FRONT DOOR @ FTH PER INV. #0015167-IN, W/O#M14457	\$162
	Security	02/02/00	HONEYWELL PROTECTION SERVICES	0000037841	ANNUAL SERVICE CHARGE FOR FTH 4TH FL. PER INV. #433PS358 (3/1/00-2/29/01)	\$1,596
	Security	02/17/00	HONEYWELL PROTECTION SERVICES	0000039546	ADDITIONAL ANNUAL SERVICE CHARGE FOR FT 4TH FL PER INV. #479PS463	\$137
	Security	02/17/00	HONEYWELL PROTECTION SERVICES	0000040578	INCREASE IN ANNUAL FEE PER INV. #479PS361 - SNELLING	\$1,008
	Security	03/01/00	LOVDAL ELECTRONICS	0000040511	PC-51XS SUPERCIRCUITS PER INV. #3941	\$924
	Security	03/09/00	ELECTRO WATCHMAN INC	0000038740	PROGRAMMING CHARGES PER INV. #58221	\$25
	Security	03/09/00	HONEYWELL PROTECTION SERVICES	0000039547	SERVICE WORK @ MPLS. TRANSIT STORE PER INV. #541PS017	\$45
	Security	03/15/00	PINKERTON SYSTEMS	0000039523	SERVICE WORK PER WO#M14529 PER INV. #0015477-IN	\$50
	Security	03/16/00	HONEYWELL PROTECTION SERVICES	0000040338	LABOR CHARGES FOR 1/2 HR DISC. PANIC IN BACK ROOM REM. PER INV. #543PS461	\$45
	Security	03/20/00	PINKERTON SYSTEMS	0000040506	WORK ON DOOR AT FTH PER INV. #0015480-IN	\$391
	Security	04/04/00	ELECTRO WATCHMAN INC	0000039707	PROGRAMMING FEES - INVOICE # 59917 DATED 4/4/00	\$50
	Security	04/06/00	ELECTRO WATCHMAN INC	0000039550	PROGRAMMING CHARGES PER INV. #59872	\$50
	Security	05/09/00	PINKERTON SYSTEMS	0000040581	ADD CONTROLLER AT CUSTOMER REL. & PUSH LOCK/UNLOCK BUTTON PER INV. #0015745-IN	\$1,441
	Security	05/22/00	RITZ CAMERA	0000041632	BATTERY FOR VIDEO CAMERA PER INV. #372040940	\$30
	Security	06/06/00	ELECTRO WATCHMAN INC	0000041168	PROGRAMMING FEES FOR 2 NEW CODES PER INV. #61625	\$25
	Security	06/13/00	PINKERTON SYSTEMS	0000041411	READER @ NICOLLET PER INV. #0001809-IN	\$1,709
	Security	06/20/00	RITZ CAMERA	0000042192	MISC POLAROID FILM PER INV. #371092290	\$99
	Security	06/21/00	PINKERTON SYSTEMS	0000044799	MISC REPAIR SERVICES ON 6/21/00 PER INV. #0015917-IN, WO#M14561	\$145
	Security	06/22/00	ELECTRO WATCHMAN INC	0000042201	SERVICE FEE FOR PROGRAMMING PER INV. #63156	\$25
	Security	07/03/00	RITZ CAMERA	0000042476	12-163-0545 SPECTRA FILM DOUBLE PER INV. #371016070	\$75
	Security	07/07/00	ELECTRO WATCHMAN INC	0000042202	PROGRAMMING CHARGES FOR OHB PER INV. #64728	\$25
	Security	07/11/00	RITZ CAMERA	0000042626	MISC 600 FILM PER INV. #371033830	\$308
	Security	07/11/00	SUPERCIRCUITS INC	0000042094	PVX-6 LONG RANGE (3-MILES) 2.4 GHZ (PG12)	\$660
	Security	07/24/00	PINKERTON SYSTEMS	0000043408	MISC CONSULTANT SERVICES PER INV. #0016053-IN	\$2,269
	Security	07/25/00	ELECTRO WATCHMAN INC	0000043280	PROGRAMMING CHARGE ON 7/25/00 PER INV. #66265	\$75
	Security	07/25/00	ELECTRO WATCHMAN INC	0000044135	QTRLY PANIC ALARM CHARGE PER INV. #66381	\$178
	Security	09/13/00	ELECTRO WATCHMAN INC	0000044101	QRTLY CHARGE 9/13/00-11/30/00 PER INV. #68163	\$1,689
	Security	09/14/00	ELECTRO WATCHMAN INC	0000044050	PROGRAM CHARGE FOR S. BOWES PER INV. #67816	\$75
	Security	09/22/00	ELECTRO WATCHMAN INC	0000045738	PROGRAMMING CHARGES FOR FOLEY PER INV. #68027	\$50
	Security	10/01/00	ELECTRO WATCHMAN INC	0000045081	QUARTERLY CHARGES FOR FOLEY P/R PER INV. #68671	\$264
	Security	10/06/00	ELECTRO WATCHMAN INC	0000045019	PROGRAMMING CHANGES TO ADD CODES PER INV. #69501	\$25
	Security	10/25/00	ADT SECURITY SYSTEMS	0000045208	Security Services for MJR PER INV. #79494431	\$303
	Security	11/10/00	ELECTRO WATCHMAN INC	0000046563	PROGRAMMING CHARGE PER INV. #71020	\$25
	Security	12/07/00	ADT SECURITY SYSTEMS	0000046415	Monthly Bill 12/01 to 12/31/00 security services PER INV. #80896231	\$152
	Security	12/15/00	ELECTRO WATCHMAN INC	0000046880	PROGRAMMING CHARGES FOR 701 BLDG. PER INV. #72729	\$25
	Security	12/28/00	PINKERTON SYSTEMS	0000047562	REPAIR SERVICE AT OHB PHONE LINE WO#14984 PER INV. #0002238-IN	\$978
Metro Transit Grant Fund	Consultant	04/18/00	APCO AFC INC	0000039742	FREQUENCY COORDINATION; INVOICE 011726	\$370

Report on Consultant Activity, 2000

Contracts Less Than \$50,000

Fund	Expense Type	Issue Date	Vendor	PO Number	Item Description	Total Amount
	Consultant	06/19/00	APCO AFC INC	0000041559	Two Frequency Co-ordinations	\$370
	Consultant	5/16/00	LMRD VALUATION SERVICES	00P0039	Uptown Transit Hub Land Appraisal Services	\$8,850
<b>Metro Transit Capital Fund</b>						
	Consultant	6/30/00	ONTRACK DATA INTL	00006953	Data Recover for Server at Heywood	\$17,200
	Contractual services other	8/7/00	ROWEKAMP ASSOC	00008137	Services to provide Enhancements to Transit Route Editing Application Manual per Scope of Work that follows -- All Metropolitan Council Terms and Conditions attached are applicable -- NOTE: Errors and Omissions Insurance Requirements are waived for above project only -- NOT TO EXCEED --	\$16,372
	Software maintenance	6/30/00	EMBARCADERO TECHNOLOGIES INC	00006934	DBArtisan for Sybase, MS SQL Server Maintenance Renewal License for period 10/21/00 to 6/30/01	\$6,000
	Software maintenance	6/30/00	BUSINESS SOFTWARE CONSULTANTS	00006936	Maintenance for PC-PAR to cover period from July 15, 2000 through July 14, 2001	\$4,648
	Consultant	10/2/00	SHORT ELLIOTT HENDRICKSON, INC.	00P0134	I-94 & Snelling Transit Stop A&E construction support	\$10,200
	Consultant	1/31/00	BRW, INC.	99037	Final Design for Brookdale Transit Hub	\$40,000
	Metro Transit Subtotal Contractual Purchases Between \$2,500 and \$50,000					\$288,105
	Metro Transit Subtotal Purchases Less than \$2,500					\$436,647
	Metro Transit Subtotal Contractual Purchases Less than \$50,000					\$724,752
<b>Transportation Planning</b>						
<b>Transit Administration Fund</b>						
	Consultant	1/14/00	PUBLIC AFFAIRS GROUP	00000566	Midtown Greenway Meeting Facilitation per proposal dated January 10, 2000 -- NOT TO EXCEED --	\$5,240
	Contractual services other	1/25/00	ROWEKAMP ASSOC	00000854	Services to write the Route Editing Application Manual as directed by David Vessel -- All Metropolitan Council terms and conditions attached are applicable -- 1/31/2000 -- NOTE: Errors and Omissions Insurance Requirements only are waived for above project. NOT TO EXCEED --	\$4,500
	Contractual services other	1/7/00	ACTIVE LOGIC CORP	C-99-96	Park and Ride Intranet and Database	\$30,000
	Computer services	2/16/00	TRAPEZE SOFTWARE GROUP INC	00001612	Data Analysis on Trapeze Software	\$3,000
	Consultant	11/6/00	COMMUNICATION CENTER	00011489	Alternative Formats fir Clients	\$15,645
	Contractual services other	1/26/00	COMMUNICATION CENTER	00000955	Putting printed matter into alternative formats, i.e., recordings/cassette, braille, and disk on an as needed basis per instructions from Metro Mobility Staff -- NOT TO EXCEED --	\$13,000
	Contractual services other	2/7/00	CYRA ETTC	00001500	Fee and Reimbursable Travel Expenses for Services of Peer Review of Metro Mobility Program per direction from staff from 2/22/2000 through 2/25/2000 -- Expenses must follow Council guidelines provided -- NOT TO EXCEED --	\$4,000
	Contractual services other	8/30/00	KREB,BOBBIE	00008954	Facilitation Services to assist staff in preparing a legislatively mandated planning study to evaluate the paratransit services provided by Metro Mobility and make recommendations for future services. Services to be rendered on an as needed basis per attached terms and conditions -- NOT TO EXCEED --	\$9,500
<b>Metro Mobility</b>						
	Consultant	9/28/00	CYRA Ettc.	00010000	2000 Metro Mobility Legislative Study	\$35,000
<b>Metro Commuter Services</b>						
	Consultant	11/28/00	NCS PEARSON	00012191	Renewal of NCS service agreement for On Site Maintenance of OP7/35, Dual Ink Read, Printer 0703191 from 2/01/01 to 1/31/02. Contract was faxed on 11/3/00. NCS Contract Number: 3012406 /3 NCS Customer Number: 1021476	\$2,796
	Consultant	11/28/00	NCS PEARSON	00012191	Renewal of NCS service agreement for On Site Maintenance of OP7/35, Dual Ink Read, Printer 0703191 from 2/01/01 to 1/31/02. Contract was faxed on 11/3/00. NCS Contract Number: 3012406 /3 NCS Customer Number: 1021476	\$2,796

**Report on Consultant Activity, 2000**  
**Contracts Less Than \$50,000**

Fund	Expense Type	Issue Date	Vendor	PO Number	Item Description	Total Amount
	Contractual services other	1/10/00	UNIV OF MN	00000228	1999 Twin City area public opinion telephone survey to be developed and conducted using a statistically random sampling of residents in the seven county area. Questions asked will be related to Metropolitan Council issues regarding quality of life, transit, metropolitan government and environment services per direction from Council Communication Department -- NOT TO EXCEED --	\$41,000
	Contractual services other	4/3/00	NCS PEARSON	00002884	Annual service agreement to cover Scan Tools for Windows Serial # 000051005 from 2/1/2000 - 1/31/2001	\$2,940
	Contractual services other	10/24/00	BRAVO RESTAURANT & EVENTS CTR	00010924	Need a check mailed to Backstage @ Bravo per services that will be provided on November 7, 2000. Payment received in advance per contract. Amount includes buffet breakfast for 100 people, a/v equipment and room set-up charges. Copy of Banquet Event Order will be delivered to Bunny. Food costs have been approved by Beth Widstrom.	\$2,680
<b>Regular Route</b>						
	Consultant	3/29/00	AQUENT PARTNERS	00010925	Graphic Design Services for Pocket Schedule Redesign	\$15,998
	Transportation Planning Subtotal Contractual Purchases Between \$2,500 and \$50,000					\$188,095
	Transportation Planning Subtotal Purchases Less than \$2,500					\$23,346
	Transportation Planning Subtotal Contractual Purchases Less than \$50,000					\$211,441
<b>Housing and Redevelopment Authority</b>						
	Contractual services other	2/24/00	ALLRIGHT PARKING MINNESOTA INC	00002063	MONTHLY PARKING FOR HRA INSPECTORS AT ALL-RIGHT PARKINGS' WALL STREET GARAGE 3 SPACES @ \$85.60/MONTH FOR MARCH 1, 2000 THROUGH DECEMBER 31, 2000.	\$2,568
	Contractual services other	3/10/00	JEANE THORNE TEMPORARY SERVICE	00002800	Temporary Employment Services for Dan Look from 3/6/00 through 5/1/00 @ \$16.44/Hour (Metro HRA)	\$4,613
	Contractual services other	3/10/00	ASIAN TRANSLATIONS INC	00002816	Interpreter Services as needed by Metro HRA -- NOT TO EXCEED --	\$4,900
	Contractual services other	12/15/00	ASIAN TRANSLATIONS INC	00012881	TRANSLATION SERVICES: OLD INVOICES FROM 6/00 TO PRESENT.	\$2,836
	Housing & Redevelopment Authority Subtotal Contractual Purchases Between \$2,500 and \$50,000					\$14,917
	Housing & Redevelopment Authority Subtotal Purchases Less than \$2,500					\$8,929
	Housing & Redevelopment Authority Subtotal Contractual Purchases Less than \$50,000					\$23,846
<b>General Fund</b>						
	Computer services	3/3/00	IRON MOUNTAIN OFF-SITE	00002528	Data Storage Services as directed by Information Services Department effective 8/1/99 through 8/1/2000. Contract must be renewed by formal notice from the Metropolitan Council prior to end of term -- NOT TO EXCEED --	\$2,700
	Computer services	3/28/00	NOVELL INC	00003442	Novell Technical Support Incidents - online technical support if required by Metropolitan Council Information Services Department. (\$150.00 per incident)	\$4,500
	Computer services	7/18/00	SYMPRO INC	00007409	Sympro Software-Firm Tracs Special Upgrade Includes Level 3 Service, EX, GL, MP, FF Multi-User License For the Period August 1, 2000 Through Dec. 31, 2000	\$3,475
	Computer services	8/9/00	COMPUTER TECHNICAL ASSISTANCE	00008238	Technical Systems Support for the IBM Mainframe. Services to be provided by Jerry Wawrzyniak, for the period of August 1, 2000 thru August 31, 2002. Will be invoiced monthly.	\$18,000
	Computer services	10/4/00	IRON MOUNTAIN OFF-SITE	00010233	Data Storage Services as directed by Information Services Department effective 8/1/2000 through 8/1/2001. Contract must be renewed by formal notice from the Metropolitan Council prior to end of term --	\$4,000
	Computer services	11/28/00	SYMPRO INC	00012168	Investment Accounting Software Annual License Renewal	\$8,340
	Accounting, auditing	7/17/00	DMG MAXIMUS	00007600	1999 A-87 Cost Allocation Plan and Rates	\$15,800
	Consultant	11/20/00	APPLAUSE, INC.	00013179	Presentation Skills Training for Council Staff	\$24,750
	Consultant	10/24/00	PRACTICAL COMMUNICATIONS, INC.	00011109	Writing Skills Training Consultant	\$23,000
	Consultant	1/28/00	MINDSHARP LEARNING CENTERS	00001272	Computer Skills Training for End Users, all Council Divisions	\$30,000
	Consultant	2/8/00	MARYANN M CAMPO	00P0021	Legislative Strategy and Communication	\$40,000



Report on Consultant Activity, 2000  
 Contracts Less Than \$50,000

Fund	Expense Type	Issue Date	Vendor	PO Number	Item Description	Total Amount
	Consultant	12/5/00	GRASSROOTS SOLUTIONS	01000599	Public Affairs Outreach	\$12,000
	Consultant	11/2/00	TINA SMITH	00011993	Communications Development and Support	\$25,000
	Consultant	11/1/00	RANDY ASUMNA - CATHEDRAL HILL STRATEGIES	00P0148	Governmental Relations	\$40,000
	Consultant	11/7/00	STIMULI	00P0122	Web/Council Directions Editing and Design Services	\$41,040
	Consultant	8/21/00	STACY BECKER CONSULTING SERVICES	00P0057	Facilitation of Mayors' Regional Housing Task Force	\$45,000
	Consultant	5/5/00	MR. WOLF	C-99-103	Web site assessment and planning	\$46,000
	Consultant	1/4/00	NUTTING,STEVEN	00000079	Consulting Services for Skills Enhancement Program as outlined in Proposal submitted dated 11/15/99 -- Vendor must submit certificate of insurance as outlined on attached Terms and Conditions, Item #9, prior to start of project to the attention of Jackie Finger, 230 East 5th Street, St. Paul, Minnesota 55101 -- TOTAL PROJECT MAY NOT EXCEED --	\$6,831
	Consultant	1/10/00	UNIV OF MN	00000228	1999 Twin City area public opinion telephone survey to be developed and conducted using a statistically random sampling of residents in the seven county area. Questions asked will be related to Metropolitan Council issues regarding quality of life, transit, metropolitan government and environment services per direction from Council Communication Department -- NOT TO EXCEED --	\$41,000
	Consultant	1/13/00	ELERT AND ASSOC	00000463	Report Development Consulting Services for Excel and Access per direction from Information Services -- NOT TO EXCEED --	\$8,100
	Consultant	2/10/00	STRATAGEM INC	00001624	Consulting service to be provided by Joseph Schultz (subcontract) for "Application Security" modification support as directed by Council Staff @ \$125/hr plus expenses -- NOT TO EXCEED --	\$5,000
	Consultant	2/23/00	ROBACK, DONNA	00002067	Consulting Services as requested by Diversity Department -- NOT TO EXCEED --	\$4,500
	Consultant	3/14/00	ECKERT SEAMANS CHERIN	00002931	MASS TRANSIT (FTA) PROCUREMENT TRAINING APRIL 19, 2000 @ 1919 UNIVERSITY - HENNEPIN ROOM 9:00AM TO 4:00PM APRIL 20, 2000 @ F.T. HEYWOOD CHAMBERS 9:00AM TO 1200PM NOT TO EXCEED \$2,000.00	\$4,000
	Consultant	6/14/00	PRACTICAL COMMUNICATIONS INC	00003279	WRITING FOR THE INFORMATION AGE - ONE DAY WORKSHOP	\$3,135
	Consultant	6/26/00	SCHWARTZ, LYNN	00006732	Programming and LIMS support. Hourly rate 50.00 per hour not to exceed 10,000.00	\$10,000
	Consultant	7/5/00	SYNTAX INC	00006973	Consulting and Maintenance time for Citrix systems purchased by the Council	\$15,000
	Consultant	7/11/00	INTEGRATED CONTROL SYSTEMS INC	00007193	Consulting services to assist with the delivery of regulatory Seneca Air Permit reports	\$20,400
	Consultant	8/10/00	NPI	00008357	Embassy Suites Recruiting Job Fair	\$2,800
	Consultant	9/11/00	METRO CABLE NETWORK	00009283	2000 distribution fees - public agency - one hour for 52 week - 6 pm - midnight. Airing on Channel 6.	\$7,000
	Consultant	10/9/00	GS SYSTEMS	00010408	1/13/00 Seneca	\$3,990
	Consultant	10/10/00	QUALITY CONTROLLED SERVICES	00010471	Facility to be used for Council tag line focus group meetings.	\$3,600
	Consultant	11/9/00	XTRA NET	00011637	Training for 3 days on Hot Metal Pro for Council staff	\$6,923
	Consultant	11/9/00	ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE	00011642	Training for 3 and a half days on ARC Info Version 8 Software Package. Not to Exceed	\$9,825
	Consultant	11/13/00	EMPLOYMENT PLANET	00011689	1 year contract - Employment Planet website	\$3,600
	External Legal	8/17/00	SMITH PARKER P.L.L.P	00008895	Representation in Parsons Brinkerhoff Matter	\$25,000
	Contractual services other	7/21/00	NEUWEST	00008392	Employment Discrimination Complaint Investigator	\$12,500
	Contractual services other	7/24/00	RIDER BENNET EGAN & ARUNDEL	00008395	Employment Discrimination Complaint Investigator	\$12,500
	Contractual services other	3/21/00	MINNESOTA SATELLITE & TECHNOLOGY	00002562	Media Services	\$20,000
	Contractual services other	4/11/00	MILLENNIUM CARE, INC.	C-99-54	Contract Help Desk	\$25,000
	Contractual services other	1/4/00	SHEN MILSOM & WILKE	01002201	Acoustical Consultant Services	\$18,500

**Report on Consultant Activity, 2000**  
**Contracts Less Than \$50,000**

Fund	Expense Type	Issue Date	Vendor	PO Number	Item Description	Total Amount
	Contractual services other	1/4/00	TKI CONSULTING	99013768	CONSULTING SERVICES BY SUSAN BENFER, HEATHER BLASINGAME AND CHRIS JENSEN 11/22 THRU 11/26 INV 5011	\$9,490
	Contractual services other	1/7/00	NGUYEN SOFTWARE DUPLICATION INC	00000216	Creating copies of the Council's aerial CD roms as directed by Communications - 1/1/2000 through 12/31/2000 -- No single order may exceed \$1000 -- Competitive bidding procedures are applicable --	\$6,592
	Contractual services other	1/7/00	PR NEWSWIRE INC	00000218	Newscip service for Regional Administration as directed by Communications Department from 1/1/2000 through 12/31/2000 --	\$6,215
	Contractual services other	1/7/00	MN CLIPPING SERVICE	00000220	Newspaper Clipping Service for Regional Administration as directed by Communications Department from 1/1/2000 through 12/31/2000 --	\$5,000
	Contractual services other	1/10/00	UNIV OF MN	00000228	1999 Twin City area public opinion telephone survey to be developed and conducted using a statistically random sampling of residents in the seven county area. Questions asked will be related to Metropolitan Council issues regarding quality of life, transit, metropolitan government and environment services per direction from Council Communication Department --	\$41,000
	Contractual services other	1/10/00	PEOPLESOFT	00000325	Units of Training if required --	\$15,750
	Contractual services other	1/10/00	UNIV OF MN	00000228	1999 Twin City area public opinion telephone survey to be developed and conducted using a statistically random sampling of residents in the seven county area. Questions asked will be related to Metropolitan Council issues regarding quality of life, transit, metropolitan government and environment services per direction from Council Communication Department --	\$41,000
	Contractual services other	1/13/00	PHOTOS INC	00000221	Photos developed and prints made as required from Regional Administration Communications Department and per approved invoices from 1/1/2000 through 12/31/2000 --	\$8,500
	Contractual services other	1/13/00	LYNNE BLY AND ASSOCIATES	00000467	Host for MetroGIS Data Finder Web Site - perform maintenance and updates as directed by MetroGIS Staff from 1/1/2000 through 12/31/2000 --	\$5,000
	Contractual services other	1/21/00	JACOBS,CINDY	00000759	Anoka Traveler Schedule Design - per instructions from Communications Department --	\$6,000
	Contractual services other	1/28/00	REMOTE SYSTEMS	00001050	Professional services for Council Communications Department -- if required -- through December 31, 2000 -- Attached Terms and Conditions are applicable --	\$10,000
	Contractual services other	1/28/00	POLL,DONN	00001054	Professional services for Council Communications Department -- if required -- through December 31, 2000 -- Attached Terms and Conditions are applicable --	\$21,500
	Contractual services other	1/28/00	LANDKAMER, JEANNE	00001061	Professional services for Council Communications Department -- if required -- through December 31, 2000 -- Attached Terms and Conditions are applicable --	\$25,000
	Contractual services other	1/28/00	KRUEGER COMMUNICATIONS	00001060	Professional services for Council Communications Department -- if required -- through December 31, 2000 -- Attached Terms and Conditions are applicable --	\$5,000
	Contractual services other	1/28/00	GENDLER, GAIL	00001059	Professional services for Council Communications Department -- if required -- through December 31, 2000 -- Attached Terms and Conditions are applicable --	\$5,000
	Contractual services other	1/28/00	ROBSON, WENDY RUSS	00001058	Professional services for Council Communications Department -- if required -- through December 31, 2000 -- Attached Terms and Conditions are applicable --	\$12,000
	Contractual services other	1/28/00	PARSONS, JIM	00001057	Professional services for Council Communications Department -- if required -- through December 31, 2000 -- Attached Terms and Conditions are applicable --	\$7,000
	Contractual services other	1/28/00	WHISTLING MOUSE	00001056	Professional services for Council Communications Department -- if required -- through December 31, 2000 -- Attached Terms and Conditions are applicable --	\$6,000

Report on Consultant Activity, 2000  
 Contracts Less Than \$50,000

Fund	Expense Type	Issue Date	Vendor	PO Number	Item Description	Total Amount
	Contractual services other	1/28/00	CHAN, MARGARET	00001055	Professional services for Council Communications Department -- if required -- through December 31, 2000 -- Attached Terms and Conditions are applicable -- NOT TO EXCEED --	\$6,000
	Contractual services other	1/28/00	DESIGN CONSORTIUM, THE	00001053	Professional services for Council Communications Department -- if required -- through December 31, 2000 -- Attached Terms and Conditions are applicable -- NOT TO EXCEED --	\$6,000
	Contractual services other	1/28/00	FITZ, JANE E	00001062	Creative writing services for Metro Mobility projects as directed by Communications Department from 1/1/2000 through 12/31/2000 -- NOT TO EXCEED --	\$41,475
	Contractual services other	1/28/00	JUCKEL, MARK	00001052	Professional services for Council Communications Department -- if required -- through December 31, 2000 -- Attached Terms and Conditions are applicable -- NOT TO EXCEED --	\$6,000
	Contractual services other	1/31/00	STAFFORD, PAUL	00000464	Photography work for Council Directions and other Council publications as directed by Communications Department -- NOT TO EXCEED --	\$5,000
	Contractual services other	2/2/00	HOLD THAT THOUGHT	00001266	Professional services for Council Communications Department -- if required -- through December 31, 2000 -- Attached Terms and Conditions are applicable -- NOT TO EXCEED --	\$6,000
	Contractual services other	2/9/00	ARCHIVES	00001554	Tape and Cartridge Storage and Daily Cycling per instructions from I/S Department (Pickup/Delivery from 1/1/00 to 12/31/00) NOT TO EXCEED --	\$8,000
	Contractual services other	2/9/00	ARCHIVES	00001554	Tape and Cartridge Storage and Daily Cycling per instructions from I/S Department (Pickup/Delivery from 1/1/00 to 12/31/00) NOT TO EXCEED --	\$8,000
	Contractual services other	2/9/00	ARCHIVES	00001554	Tape and Cartridge Storage and Daily Cycling per instructions from I/S Department (Pickup/Delivery from 1/1/00 to 12/31/00) NOT TO EXCEED --	\$8,000
	Contractual services other	2/17/00	FIRST CHOICE	00001930	C09601 Rental of PowerMac G3/300MHz with 256MB RAM, 4GB hard drive, CD-ROM, Zip Drive, Keyboard, mouse, 21" color monitor. Rental includes maintenance. Price is monthly based on a 6 month rental commitment. Reference Rental Order 13186 (3/1/00 to 3/31/00)	\$5,340
	Contractual services other	2/23/00	WB 23 TELEVISION	00002065	Kwanza announcements/sponsorship from 12/17/99 thru 1/1/2000 --	\$7,000
	Contractual services other	2/25/00	BROWNSWORTH INC	00002256	Delivery of set up of seating, return to tear down and deliver back chairs on 2/3 and 2/4/00. Regular hours: 49 hours at \$25.00/hour. Invoice #51226 dated 02-01-00.	\$3,507
	Contractual services other	2/25/00	HUNTER, JOSEPH	00002283	Professional services for Council Communications Department -- if required -- through December 31, 2000. Attached Terms and Conditions are applicable -- NOT TO EXCEED --	\$25,000
	Contractual services other	2/26/00	IKON OFFICE SOLUTIONS	00002136	Canon LC-3170 Fax machine to be delivered to Marva Aune at Regional Maintenance, 3565 Kennebec Drive, Eagan, MN 55122	\$6,924
	Contractual services other	3/23/00	SPC COMMUNICATIONS	00003232	Maintenance Agreement for Centigram Voice Processing System at the Metro Plant from 4-21-00 to 4-20-01) -- Reference Maintenance Agreement dated 3/7/2000 --	\$16,103
	Contractual services other	3/30/00	PARK NICOLLET CLINIC	00003430	Random Pool Participant Fee (Drug/Alcohol Screenings)	\$4,004
	Contractual services other	4/12/00	SCOFIELD, SUSAN	00004027	Professional services for Council Communications Department -- if required -- through December 31, 2000. Attached Terms and Conditions are applicable -- NOT TO EXCEED --	\$8,598
	Contractual services other	5/8/00	ACTIVE LOGIC CORP	00004935	Design and program web site to include Council's forum	\$8,300
	Contractual services other	5/16/00	RED DESIGN	00005248	Design work for the Smart Growth Phase I Module for the Council's Web Site per direction from Communications Department -- Attached terms and conditions are applicable -- NOT TO EXCEED --	\$26,000
	Contractual services other	5/16/00	XCEL ENERGY	00005304	Snapshot of Regional Housing Stock. (Used to determine vacancy rates). 99,999 datalines @ .04 and 714,151 datalines @ .10.	\$11,141

Report on Consultant Activity, 2000  
Contracts Less Than \$50,000

Fund	Expense Type	Issue Date	Vendor	PO Number	Item Description	Total Amount
	Contractual services other	5/16/00	JOSSI, FRANK	00005257	Writing content for Smart Growth Phase I Module of the Council's Web Site per direction from Communication Department -- Attached terms and conditions are applicable -- NOT TO EXCEED --	\$15,000
	Contractual services other	6/12/00	QUICKSILVER EXPRESS COURIER	00006218	Courier Service for MCES plant runs per times and route information provided by Bob Miller. Route information has been faxed with copy of purchase order. Terms: July 1, 2000 through July 31, 2001	\$36,262
	Contractual services other	7/19/00	ROAD RUNNER TRANSPORTATION INC	00007460	Courier Services for Risk Management-daily pick up at Heywood Computer Room at 7:30 and deliver to Mears Park Front Desk. 22.35 per day for direct Service--STATE CONTRACT PRICING.	\$4,500
	Contractual services other	9/6/00	SEGAL COMPANY	00009117	Plan Development and Consulting Assistance on Local 35 Retiree Health Insurance per Scope of Work issued by Metropolitan Council and Segal's Response dated August 25, 2000. All terms and conditions of Request for Proposal issued on August 7, 2000, are applicable --	\$10,000
	Contractual services other	9/29/00	XEROX CORP	00009888	Prior to start of project, Segal Company must provide Certificate of Insurance in levels outlined in Paragraph 9 of the attached terms and conditions to the attention of Jackie Finger, 230 East Fifth Street, St. Paul, Minnesota 55101 -- NOT TO EXCEED -- Annual maintenance for 5052 copier S/N 15P-361186 located at Regional Maintenance Facility, 3565 Kennebec Dr., Eagan, MN 55122 for the period of July 1, 2000 through June 30, 2001. Twelve months at \$130/month = \$1,560.00.	\$2,960
	Contractual services other	11/3/00	ARCHWING INNOVATIONS LLC	00011378	Miscellaneous web coding and designing projects for the Council's external web site.	\$9,500
	Contractual services other	11/30/00	MITEL TELECOMMUNICATIONS	00012311	SX200 Taske Warranty Agreement	\$5,540
	Contractual services other	11/30/00	MITEL TELECOMMUNICATIONS	00012311	SX200 Taske Warranty Agreement	\$5,540
	Contractual services other	12/5/00	NGUYEN SOFTWARE DUPLIC. TION INC	00012481	Reproduce CDs for the Data Center throughout 2001.	\$10,000
	Software maintenance	1/8/00	GS SYSTEMS	99013700	Wonderware Site Support per services outlined in quotation dated 11/12/99 from Joan Block (attached) - Annual Renewal - 1/1/00 through 12/31/00	\$13,570
	Software maintenance	1/27/00	IBM CORP	00000954	Annual IBM Software Lease/Maintenance for 2003-205 from 1/1/00 through 12/31/00	\$34,480
	Software maintenance	2/15/00	IBM CORP	00001843	Annual AIX Support Line Agreement from 3/23/00 through 3/22/01 -- IBM Customer Agreement Number MJ6P008, Supplement #00202873, Enterprise #5927000, Customer #5842302 (Billed Quarterly \$3176.99 per quarter)	\$12,708
	Software maintenance	2/29/00	HUMMINGBIRD COMMUNICATIONS	00002413	Maintenance Renewal for Exceed, Multiplf., Eng. V6.2.0, 80 Seats License/Customer ID# V002240-00/239798 for period 2/1/00 to 1/31/01 --	\$3,588
	Software maintenance	3/9/00	NETWORK ASSOCIATES	00002692	TVD-24X7-S PrimeSupport Priority Coverage for McAfee Total Virus Defense	\$3,812
	Software maintenance	3/14/00	WRQ REFLECTION	00002909	007-031774 Reflection for ReGIS Graphics Mnt Concurr Maintenance	\$10,793
	Software maintenance	3/23/00	CORVU NORTH AMERICA INC	00003239	Annual Maintenance Renewal from 3/1/00 to 2/28/2001 --	\$3,315
	Software maintenance	5/8/00	SYNTAX INC	00004930	Preferred 25 Citrix maintenance subscription to Solution Tools, Basic coverage hours (8:00 a.m. - 6:00 p.m.) Up to 25 incidents	\$7,500
	Software maintenance	5/9/00	SYBASE INC	00004320	Annual Software Support Renewal for Sybase for period covering July 29, 2000 through July 28, 2001. Customer # 24651-1-1	\$50,000
	Software maintenance	5/11/00	CITRIX SYSTEMS	00005133	ECS-00F4-9439-02EE-000686 MetaFrame for Windows with Subscription (11-1-2000 to 5-15-2000)	\$4,206
	Software maintenance	6/13/00	INNOVATION DATA PROCESSING	00003193	Annual lease and maintenance for IAM on the IBM 2003/205 for the period of 6/1/00 to 5/31/01.	\$7,920
	Software maintenance	6/30/00	PEOPLESOFT	00006940	Software Maintenance and Support Fees pursuant to the terms of the License Agreement For the period from 6/24/2000 through 6/23/2001	\$21,282
	Software maintenance	6/30/00	PEOPLESOFT	00006940	Software Maintenance and Support Fees pursuant to the terms of the License Agreement For the period from 6/24/2000 through 6/23/2001	\$21,282
	Software maintenance	6/30/00	PEOPLESOFT	00006940	Software Maintenance and Support Fees pursuant to the terms of the License Agreement For the period from 6/24/2000 through 6/23/2001	\$21,282
	Software maintenance	7/31/00	GE CAPITAL INFORMATION TECHNOLOGY	00007878	Smart Net Renewal Maintenance for period 4/25/2000 to 4/25/2001 (Reference Quote #Q043462)	\$17,875
	Software maintenance	8/30/00	SYBASE IAD DIV	00008914	PBE5-OUSP-14 Sybase: Powerbuilder Enterprise Expiraiton date: August 31, 2000 through November 30, 2001	\$7,202

**Report on Consultant Activity, 2000**  
**Contracts Less Than \$50,000**

Fund	Expense Type	Issue Date	Vendor	PO Number	Item Description	Total Amount
	Software maintenance	10/10/00	IBM CORP	00010420	Maintenance for Lease/Rental Machines and/or licensed program charges. Invoice to correct amount that was not charged for June through September	\$13,801
	Software maintenance	10/23/00	CYBORG SYSTEMS INC	00010889	Cyborg Solutions Series ST Maintenance Silver 11/01/00 to 10/31/01	\$27,376
	Software maintenance	10/23/00	CYBORG SYSTEMS INC	00010889	Cyborg Solutions Series ST Maintenance Silver 11/01/00 to 10/31/01	\$27,376
	Software maintenance	10/31/00	ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE	00011184	Maintenance for period 9/30/00 to 9/30/01 for Environmental Services Ref Quote #25031896	\$32,944
	Software maintenance	11/7/00	COMPUWARE CORP	00011539	Annual Maintenance for Abend-Aid/MVS for the period of 10/01/00 - 09/30/01	\$11,325
	Software maintenance	11/16/00	NETWORK ASSOCIATES	00011875	SLP-DRCT-NA-400-P Sniffer LAN Pro Perpetual (2 yr)	\$16,123
	Software maintenance	11/22/00	NETWORK ASSOCIATES	00012040	TVD-DRCT-NA-450-S Total Virus Defense Suite Subscription License (2 years) November 27, 2000 to December 31, 2002	\$40,936
	Software maintenance	11/27/00	NETWORK ASSOCIATES	00012148	SSX-DRCT-NA-450-SS-1 Magic Help Desk - SupportMagic Edition (12-29-2000 to 12-28-2002)	\$14,280
	Software maintenance	11/28/00	SYNTAX INC	00012209	Annual Support Cost for Base Server: ECS-00F4-9439-E13D-000687-20BE-F42D For period 11-1-2000 to 10-31-2001	\$8,845
	Software maintenance	12/14/00	SPC COMMUNICATIONS	00012851	Maintenance Agreement for Dytel Voice Processing System Covering Period 11-26-00 to 11-25-01 24 hours/day, 7 days/week, 365 days/year	\$14,700
	Software maintenance	12/14/00	THERMO LABSYSTEM INC	00012878	LS-A-SM-01 Annual Support for SampleManager 1-16 User License, Includes support for SMW and Audit Trail	\$32,928
	Software maintenance	12/14/00	SEAGATE SOFTWARE INC	00012882	Seagate Crystal Reports Pro Five User Pack Upgrade Advantage Renewal	\$4,230
	Software maintenance	12/18/00	EXECUTIVE INFORMATION SYSTEMS LLC	00012908	SAS-10309-8 BASE SAS FOR SERVERS, GROUP 1 SERVER, IBM RS/6000 MODEL 591	\$20,014
	General Fund Subtotal Contractual Purchases Between \$2,500 and \$50,000					\$1,710,242
	General Fund Subtotal Purchases Less than \$2,500					\$110,812
	General Fund Subtotal Contractual Purchases Less than \$50,000					\$1,821,054
	Grant Total Contractual Purchases Between \$2,500 and \$50,000					\$3,085,972
	Grand Total Purchases Less than \$2,500					\$758,550
	Grand Total Contractual Purchases Less than \$50,000					\$3,844,522

**Metropolitan Council Report on Consultant Activity**  
**Summary of 2000 Consultant Activity by Division**

**Contract Amount by Division**

	<b>MCES</b>	<b>Metro Transit</b>	<b>Transportation Planning</b>	<b>Metro HRA</b>	<b>General Fund</b>	<b>Total</b>	<b>% of Total</b>
Contracts \$50,000 or greater	6,523,113	2,969,916	4,036,577	482,666	4,831,166	18,843,438	83.1%
Contracts \$2,500 - \$50,000	884,613	288,105	188,095	14,917	1,710,242	3,085,972	13.6%
Contracts Less than \$2,500	178,816	436,647	23,346	8,929	110,812	758,550	3.3%
<b>Total</b>	<b>7,586,542</b>	<b>3,694,668</b>	<b>4,248,018</b>	<b>506,512</b>	<b>6,652,220</b>	<b>22,687,960</b>	<b>100.0%</b>

**Contact Activity by Size of Contract**

	<b>MCES</b>	<b>Metro Transit</b>	<b>Transportation Planning</b>	<b>Metro HRA</b>	<b>General Fund</b>	<b>Total</b>
Contracts \$50,000 or greater	86.0%	80.4%	95.0%	95.3%	72.6%	83.1%
Contracts \$2,500 - \$50,000	11.7%	7.8%	4.4%	2.9%	25.7%	13.6%
Contracts Less than \$2,500	2.4%	11.8%	0.5%	1.8%	1.7%	3.3%
<b>Total</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>

**Report on Consultant Activity  
2001 Unified Operating Budget as Revised**

<b>Unit</b>	<b>Expense Type</b>	<b>Description</b>	<b>Total Budget</b>
<b>ENVIRONMENTAL SERVICES DIVISION</b>			
<b>Wastewater Operations</b>			
	Computer services	Meter/Alarm System Support - Interceptor	\$29,900
	Engineering	Air Emissions Reporting - Metro Plant	9,500
	Engineering	Meter Station Improvements - Interceptor	30,000
	Contracted Services/ Other	Metro Plant -Testing, Pest Control, Mediation	112,200
	Contracted Services/ Other	East Area Plants - Misc Contingencies	12,030
	Contracted Services/ Other	West Area Plants - Testing, Assessments	31,840
	Contracted Services/ Other	Interceptor - Assessments, Railroad Lease	39,000
	Contracted Services/ Other	Tech Services - Drafting Equipment Lease	8,000
	Contracted Services/ Other	Warehouse - Freight, Courier Service	6,500
	Contracted Services/ Other	Fleet Mgmt - Fleet Parking Contract	15,120
	Contracted Services/ Other	WW Admin - Project Management Training	25,000
	Security	Metro Plant	168,723
	Total Operations		<u>\$ 487,813</u>
<b>Administration</b>			
	Consultant	Regional Environment Partnership	50,000
	Contracted Services/ Other	Regional Environment Partnership	130,000
	Contracted Services/ Other	Gainsharing Program Development	75,000
	Contracted Services/ Other	ES Admin Svcs - Records Storage, Employee	32,000
	Contracted Services/ Other	ES Finance - Actuarial, Capital Planning Serv	32,000
	Insurance	Property, Liability	385,000
	Total Administration		<u>704,000</u>
<b>Environmental Planning</b>			
	Laboratory	Outside Laboratories for Special Analyses	36,515
	Laboratory	Testing of Water Monitoring Program Sample	42,500
	Contracted Services/ Other	EPE Units-Library, Seminars, Outreach	143,900
	Contracted Services/ Other	Air Quality - Order Testing Panel	47,400
	Contracted Services/ Other	Incinerator Emissions Testing	24,800
	Contracted Services/ Other	Water monitoring partner grant pymts.	100,000
	Temporary help	Water quality monitoring	12,960
	Total Environmental Planning		<u>408,075</u>
<b>Environmental Services Division Grant Total</b>			<b>\$1,599,888</b>

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

**Report on Consultant Activity  
2001 Unified Operating Budget as Revised**

<b>Unit</b>	<b>Expense Type</b>	<b>Description</b>	<b>Total Budget</b>
<b>METRO TRANSIT</b>			
<b>Customer Services and Marketing</b>			
	Consultant	Marketing Production	\$228,500
	Consultant	Telephone Information Center	\$13,500
	Consultant	Professional and Technical Services/PC	\$7,000
	Contracted Services/Other	Warehousing & Distribution Services	\$35,000
	Temporary Help	Temporary Help	\$2,000
	Transit Marketing	Advertising Fees	\$235,000
	Total Customer Services and Marketing		\$521,000
<b>Human Resources</b>			
	Consultant	Recruiting & Retention Services	\$370,478
	Temporary Help	Temporary help	\$3,500
	Total Human Resources		\$373,978
<b>Engr. And Facilities</b>			
	Consultant	Petro fund form fees; testing fees	\$244,000
	Consultant	Interior design consultant & Voice mail m	\$84,000
	Consultant	Tech. services-engineers	\$35,000
	Consultant	Appraisals and legal rulings/advice	\$15,000
	Contracted Services/Other	Sewer Cleaning, misc	\$195,500
	Consultant	Emergency Repairs	\$21,000
	Consultant	Electrical Contractor Fees and Pest Contro	\$13,000
	Consultant	Elevator service, Repair, Pest control etc	\$73,900
	Contracted Services/Other	Pager maintenance, & air time	\$30,000
	Security	Alarm Monitoring System	\$1,200
	Temporary Help	Temporary help	\$30,000
	Total Engr. And Facilities		\$742,600
<b>Service Development</b>			
	Consultant	Sector studies	\$80,000
	Consultant	Trapeze Trainer	\$25,000
	Consultant	Training service fees	\$113,000
	Temporary Help	Data entry	\$28,750
	Total Service Development		\$246,750
<b>Bus Transportation</b>			
	Consultant	Dialect and English as a Second Language	\$100,000
	Consultant	Copy Editing AVL Project	\$5,000
	Temporary Help	Temporary help	\$11,000
	Total Bus Transportation		\$116,000
<b>Executive</b>			
	Consultant	Misc	\$25,000
	Temporary Help	Temporary help	\$4,000
	Total Executive		\$29,000
<b>Finance</b>			
	Consultant	Audit Fees - Office of the State Auditor	\$60,000
	Consultant	Testing of bulk fuel, oil, coolant and equip	\$25,000
	Consultant	Diesel Fuel price risk management adviso	\$24,000
	Consultant	Print Shop Service Fees	\$7,000



**Report on Consultant Activity**  
**2001 Unified Operating Budget as Revised**

<b>Unit</b>	<b>Expense Type</b>	<b>Description</b>	<b>Total Budget</b>
	Consultant	Misc. grant licenses & tech. Fees	\$1,200
	Contracted Services/Other	Bank Service Charge	\$25,000
	Contracted Services/Other	Photo application	\$279,200
	Contracted Services/Other	Misc	\$5,500
	Contracted Services/Other	Other services	\$2,900
	Contracted Services/Other	Service Fees for Transit Stores	\$43,000
	Security	Armored Car Service Fees	\$101,900
	Security	Alarm monitoring services	\$12,400
	Contracted Services/Other	Microfilm processing fees	\$10,340
	Temporary Help	Temporary Help in	\$6,000
	Total Finance		\$603,440
<b>Bus Maintenance</b>			
	Consultant	Boiler Licenses + transmission oil tests	\$5,125
	Consultant	Qualification development work service fe	\$25,300
	Consultant	Chemical testing, EPA, OSHA testing	\$1,000
	Contracted Services/Other	Paper and oil filter recycling	\$1,700
	Contracted Services/Other	Single Channel UHF radios	\$90,000
	Contracted Services/Other	Misc	\$13,269
	Total 'Bus Maintenance		\$136,394
<b>Risk Management</b>			
	Consultant	Hazardous information services etc	\$61,700
	Total Risk Management		\$61,700
<b>Police Security - Public Safety</b>			
	Consultant	System Safety consultant services	\$222,200
	Consultant	Psychological exams	\$8,100
	Consultant	Mandated Use of Force Firearms Training	\$36,500
	Security	Building Security Alarms/Equipment Syst	\$181,600
	Security	Other Services (Locksmiths, camera and v	\$20,600
	Total Police Security - Public Safety		\$469,000
<b>Metro Transit Grand Total</b>			<b>\$3,299,862</b>

Budget as Amended as of January 18, 2002

**Report on Consultant Activity  
2001 Unified Operating Budget as Revised**

<b>Unit</b>	<b>Expense Type</b>	<b>Description</b>	<b>Total Budget</b>
<b>TRANSPORATION PLANNING</b>			
<b>ADOPTED BUDGET</b>			
<b>Transit Administration Fund</b>			
Consultant		Corridor studies	\$50,000
Consultant		Travel forecast	100,000
Consultant		Transportation planning	50,000
Consultant		Airport planning	50,000
Consultant		Customer surveys	13,000
Consultant		Graphics consultant	13,000
Consultant		Speakers	1,000
Consultant		Smart Growth Twin Cities	275,248
Consultant		Transportation system audit	150,000
Contractual services other		Contracted services--other	40,000
Temporary help		Temporary help	20,000
Total Transit Administration Fund			<u>\$762,248</u>
<b>Metro Mobility</b>			
Consultant		Paratransit studies	60,000
Consultant		Eligibility studies	60,000
Contractual services other		Contracted services--other	40,000
Temporary help		Temporary help	20,000
Software maintenance		Software maintenance	125,000
Total Metro Mobility			<u>\$ 305,000</u>
<b>Metro Commuter Services</b>			
Consultant		Graphics consultant	35,000
Contractual services other		Contracted services--other	15,000
Temporary help		Temporary help	40,000
Total Metro Commuter Services			<u>90,000</u>
<b>Transportation Planning Total Adopted Budget</b>			<u>\$2,224,496</u>
<b>BUDGET REVISIONS</b>			
Consultant		TBI project, carryover	\$1,082,664
Consultant		Center for Transp. Studies, carryover	200,000
Consultant		Aviation Plan Update, carryover	54,000
Consultant		Aviation consulting	93,250
Consultant		Reduction to elim.double counting	-268,998
Contractual services other		Smart Growth CD Rom, carryover	50,000
		Aerial photos for aviation plan,	
Contractual services other		carryover	3,750
<b>Transportation Planning Grand Total Bdgt.Revisions</b>			<u>\$1,214,666</u>
<b>Transportation Planning Grand Total Bdgt. As Revised</b>			<u>\$3,439,162</u>

**Report on Consultant Activity  
2001 Unified Operating Budget as Revised**

<b>Unit</b>	<b>Expense Type</b>	<b>Description</b>	<b>Total Budget</b>
<b>COMMUNITY DEVELOPMENT DIVISION</b>			
<b>ADOPTED BUDGET</b>			
<b>Geographic Information Systems</b>			
	Consultant	GIS Consultant	\$9,800
	Contractual services other	Contractual services, data agreements	87,000
	Total Geographic Information Systems		<u>96,800</u>
<b>Research</b>			
	Contractual services other	Metro Area survey	10,000
	Contractual services other	Annual housing survey	500
	Contractual services other	Regional Indicators	10,000
	Contractual services other	Data purchase: NSP, Dodge, aprt. Searc	20,500
	Contractual services other	Data purchase: employment data	5,000
	Contractual services other	Data purchase: 2000 census	10,000
	Contractual services other	TCMA Economic Devel. Group	5,000
	Total Research		<u>61,000</u>
<b>Regional Growth Strategies</b>			
	Consultant	Smart Growth, GIS	100,000
	Consultant	Smart Growth Twin Cities	632,000
	Consultant	SGTC, amend. For opportunity sites	350,000
	Total Regional Growth Strategies		<u>1,082,000</u>
<b>Housing and Livable Communities</b>			
	Consultant	Smart Growth Multimedia present.	40,000
	Consultant	Smart Growth models	25,000
	External legal services	Web site production/maintenance	10,000
	Total Housing and Livable Communities		<u>75,000</u>
<b>Metropolitan Housing and Redevelopment Authority</b>			
<b>HRA - Rental Assistance Programs</b>			
	Accounting & auditing	Audit/External	14,000
	Contractual services other	Other contractual services	6,000
	Temporary Help	Temporary Help	40,000
	Total HRA		<u>60,000</u>
<b>Community Development Div. Grand Total Adopted Bdgt.</b>			<u>1,374,800</u>
<b>BUDGET REVISIONS</b>			
<b>Division Administration</b>			
	Consultant	Consult. Funded by Mpls. Found.grant	100,000
<b>Planning and Technical Assistance</b>			
	Contractual services other	Contractual services, parks surveys	45,000
	Consultant	Consultant, carryover	41,000
	Consultant	Consultant, SGTC carryover	202,000
	Contractual services other	Contractual services, carryover	82,600
<b>Regional Growth Strategies</b>			
	Consultant	SGTC-Calthorpe, Miss.River Pool S	150,000
<b>Geographic Information Systems</b>			

**Report on Consultant Activity  
2001 Unified Operating Budget as Revised**

<b>Unit</b>	<b>Expense Type</b>	<b>Description</b>	<b>Total Budget</b>
	Contractual services other	Contractual services, carryover	189,700
	Contractual services other	Contractual: data agreements carryover	75,000
<b>Research</b>			
	Consultant	Consultant, carryover	44,000
	Contractual services other	Contractual services, carryover	13,000
<b>Metropolitan Housing and Redevelopment Authority</b>			
<b>HRA - Rental Assistance Programs</b>			
	Contractual services other	Consultant, carryover	25,000
	Contractual services other	Pblc hous. realtor/locational serv.	(6,000)
	Consultant	Consultant	282,500
<b>Family Affordable Housing Program</b>			
	Contractual services other	Pblc hous. realtor/locational serv.	6,000
	Contractual services other	Contractual services	27,000
<b>Community Development Div. Grand Total Bdgt.Revisions</b>			<b>\$1,276,800</b>
<b>Community Development Div. Grand Total Bdgt. As Revised</b>			<b>\$2,651,600</b>

**Report on Consultant Activity  
2001 Unified Operating Budget as Revised**

<b>Unit</b>	<b>Expense Type</b>	<b>Description</b>	<b>Total Budget</b>
<b>REGIONAL ADMINISTRATION</b>			
<b>ADOPTED BUDGET</b>			
<b>Legal Office</b>			
	External legal services	External legal services	\$990,000
	Contractual services other	Real Estate Services	75,000
	Contractual services other	Court Reporter Services	8,000
	Total Legal Office		<u>1,073,000</u>
<b>Office of Diversity</b>			
	Consultant	D/M//WBE Certifications	15,000
	Consultant	Contract Investigations	30,000
	Total Office of Diversity		<u>45,000</u>
<b>Human Relations - Labor Relations</b>			
	Consultant	Labor negotiations	20,000
	Consultant	Benefits consultant	25,000
	External legal services	Arbitration, hearing officer	22,000
	External legal services	Other contractual services	5,000
	Contractual services other	Flex spending admin.	30,000
	Total Human Resources - Labor Relations		<u>102,000</u>
<b>Human Resources - Learning and Organizational Development</b>			
	Consultant	Executive Success Profile	4,000
	Consultant	Computer training for employees	113,000
	Consultant	Management development training	15,000
	Consultant	Health Education	9,600
	Contractual services other	Profilor processing	10,000
	Contractual services other	Employee Assistance Program	75,000
	Contractual services other	Graphic design-Fit for Life	1,800
	Contractual services other	Health Screening	3,000
	Contractual services other	Speakers for Health Education	3,200
	Total Human Resources - Learning And Org. Development		<u>234,600</u>
<b>Human Resources - Staffing and Compensation</b>			
	Consultant	Job Evaluation Admin.	10,000
	Consultant	Ongoing HR support	5,000
	Contractual services other	Compensation & benefits surveys	10,000
	Temporary help	Temporary help	10,000
	Total Human Resources - Staffing and Compensation		<u>35,000</u>
<b>Intergovernmental Relations</b>			
	Consultant	Consultant Assistance	45,000
<b>Community Relations</b>			
	Consultant	Program development	5,000
<b>Communications</b>			
	Computer services	Computer services	15,000
	Consultant	Meetings, forums, special events	30,000
	Contractual services other	Smart Growth Twin Cities	133,700
	Contractual services other	Freelance writing, editing	60,000
	Contractual services other	Video Editing & Production	59,000
	Contractual services other	Web development/maintenance	95,000
	Contractual services other	Graphics--design, production	53,000
	Contractual services other	Communications research	20,000

**Report on Consultant Activity  
2001 Unified Operating Budget as Revised**

<b>Unit</b>	<b>Expense Type</b>	<b>Description</b>	<b>Total Budget</b>
	Contractual services other	News clips/broadcast dubs	7,000
	Contractual services other	Regional transit marketing	25,000
	Temporary help	Temporary help	1,000
	<b>Total Communications</b>		<b>498,700</b>
	<b>Library</b>		
	Computer services	Computer services	15,000
	<b>Fiscal Services</b>		
	Accounting & auditing	Annual audit by State Auditors	117,000
	Computer services	Comptr services-investment support	35,000
	Consultant	Peoplesoft implementation support	40,000
	Contractual services other	Fixed asset inventory support	20,000
	Contractual services other	Banking fees	170,000
	<b>Total Fiscal Services</b>		<b>382,000</b>
	<b>Central Services</b>		
	Consultant	Office space consultant	75,000
	Contractual services other	Office greenery maintenance	5,000
	Contractual services other	Courier services	40,000
	Contractual services other	Office reconfiguration	15,000
	Contractual services other	Convenience copiers maint.	40,000
	Contractual services other	Audio-visual consultant	20,000
	Contractual services other	Document storage	21,000
	Contractual services other	Off site storage	20,000
	Contractual services other	Pager services	20,000
	Contractual services other	Electrical work	25,000
	Contractual services other	Rented space maintenance	10,000
	Contractual services other	Other maint. Agreements	18,000
	Contractual services other	Other services	10,000
	<b>Total Central Services</b>		<b>319,000</b>
	<b>Budget and Evaluation</b>		
	Accounting & auditing	Accounting: fed. Cost alloc. Plan	30,000
	<b>Risk Management</b>		
	Contractual services other	Risk Program Development	15,000
	Contractual services other	LRT Consultant	50,000
	Contractual services other	Affordable Housing Consult.	25,000
	Tempory help	Tempory Help	5,000
	<b>Total Risk Management</b>		<b>95,000</b>
	<b>Information Services</b>		
	Computer services	Computer services	15,000
	Consultant	IS consultant	482,780
	Consultant	Telecomm. Consultant	30,000
	Contractual services other	Mitel telephone maintenance	290,000
	Contractual services other	Voice mail maintenance-SPC	35,000
	Contractual services other	Contractual services/other -- IS	130,400
	Software maintenance	Software maintenance	1,492,214
	<b>Total Information Services</b>		<b>2,475,394</b>
	<b>RA Grand Total Adopted Budget</b>		<b>\$5,354,694</b>
	<b>BUDGET REVISIONS</b>		
	<b>Central Services</b>		
	Contractual services other	Transfer of records management	30,000

**Report on Consultant Activity  
2001 Unified Operating Budget as Revised**

<b>Unit</b>	<b>Expense Type</b>	<b>Description</b>	<b>Total Budget</b>
<b>Communications</b>			
	Contractual services other	Carryover, Twin Cities survey	12,500
<b>Fiscal Services</b>			
	Contractual services other	Contractual services, Inventory	27,200
<b>Human Resources</b>			
	Contractual services other	Legal services, Smith Parker	23,000
	Consultant	Benefit consulting	45,000
	Consultant	Health tables and wellness support	15,000
	Consultant	Job evaluation	18,000
<b>Human Resources Information System</b>			
	Contractual services other	Consultant & Contractual services	477,700
<b>Regional Administration Grand Total Budget Revisions</b>			\$648,400
<b>Regional Administration Grand Total Budget as Revised</b>			\$6,003,094

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

**Report on Consultant Activity  
2002 Unified Operating Budget**

<b>Unit</b>	<b>Expense Type</b>	<b>Description</b>	<b>Total Budget</b>
<b>ENVIRONMENTAL SERVICES DIVISION</b>			
<b>ES Administration</b>			
	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
<b>Environmental Planning</b>			
	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
<b>Wastewater Operations</b>			
	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	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
<b>Environmental Services Division Total</b>			<b>\$ 1,930,890</b>

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



**Report on Consultant Activity  
2002 Unified Operating Budget**

<b>Unit</b>	<b>Expense Type</b>	<b>Description</b>	<b>Total Budget</b>
<b>METRO TRANSIT</b>			
<b>Part A:</b>			
<b>Customer Services and Marketing</b>			
		Pocket schedule production, video	
Consultant		production, website, mailing services, etc.	\$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 Po	\$35,000
Total Customer Services and Marketing			\$1,442,000
<b>Human Resources</b>			
		Recruiting & Retention Services- Occupational Health, Drug Testing,	
Consultant		Employment Testing, Background Checks	\$370,478
Consultant		Job Search and Relocation	\$60,000
Transit marketing		Recruitment Advertising	\$720,000
Temporary help		Temporary help	\$3,500
Total Human Resources			\$1,153,978
<b>Engr. And Facilities</b>			
		Petro fund form fees; testing fees for Air, Wells and Ground Water, UST testing;	
Consultant		Misc. tech services	\$244,000
Consultant		Interior design consultant and Voice mail m	\$84,000
Consultant		Tech. services-engineers; Testing Services in	\$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
<b>Service Development</b>			
Consultant		Sector studies	\$80,000
Temporary help		Data entry; temporary staff	\$32,000
Consultant		Trapeze Trainer	\$25,000
Consultant		Training service fees	\$67,750
Total Service Development			\$204,750
<b>Bus Transportation</b>			
		Training and other Professional and	
Consultant		Technical services	\$70,000
Contractual services other		Misc	\$2,500
Consultant		Editing	\$5,000
Temporary help		Temporary help	\$12,000
Total Bus Transportation			\$89,500
<b>Executive</b>			
Consultant		Professional and Technical services	\$170,000
Temporary help		Temporary Help	\$9,000
Consultant		Misc	\$25,000
Total Executive			\$204,000

**Report on Consultant Activity  
2002 Unified Operating Budget**

<b>Unit</b>	<b>Expense Type</b>	<b>Description</b>	<b>Total Budget</b>
<b>Finance</b>			
	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		<u>\$471,740</u>
<b>Bus Maintenance</b>			
	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		<u>\$135,694</u>
<b>Safety</b>			
		Hazardous information services; System safety support - bus and rail; Ergonomics training	
	Consultant		<u>\$61,700</u>
	Total Safety		<u>\$61,700</u>
<b>Part A: SubTotal Consulting Fees - Operating</b>			<u>\$4,355,862</u>
<b>Part B: Metro Transit Contract Services - Operating Expenses</b>			
<b>Engr. And Facilities</b>			
		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 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		<u>\$183,800</u>
<b>Part B: Metro Transit Contract Services - Operating Expenses</b>			
<b>Finance</b>			
	Security	Armored Car Service Fees	\$101,900
	Security	Alarm monitoring services	\$0
	Contractual services other	Service Fees for Transit Stores	\$40,000
	Total Finance		<u>\$141,900</u>
<b>Police Security - Public Safety</b>			
	Security	Building Security Alarms/Equipment System	\$181,600
	Security	Other Services	\$20,000

**Report on Consultant Activity  
2002 Unified Operating Budget**

<b>Unit</b>	<b>Expense Type</b>	<b>Description</b>	<b>Total Budget</b>
	Consultant	Psychological exams, and contract w/police	\$8,100
	Consultant	Firearms Training	\$36,500
	Total Police Security - Public Safety		\$246,200
<b>Part B:</b>	<b>SubTotal Contract Maintenance Fees - Operating</b>		\$571,900
<b>Total Metro Transit Operating Services Expenses</b>			\$4,927,762

**Report on Consultant Activity  
2002 Unified Operating Budget**

<b>Unit</b>	<b>Expense Type</b>	<b>Description</b>	<b>Total Budget</b>
<b>TRANSPORTATION PLANNING</b>			
<b>Transit Administration Fund</b>			
Consultant		Consultant: freight flow analysis	\$160,000
Consultant		Consultant:travel behavior forecasting	120,000
Consultant		Consultant: corridor studies	100,000
Consultant		Consultant: transportation planning	100,000
Consultant		Consultant: airport planning	50,000
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>\$644,000</u>
<b>Regular Route</b>			
Accounting & auditing		Accounting/auditing external	\$28,000
Consultant		Graphics/design for marketing	13,000
Total Regular Route			<u>\$41,000</u>
<b>Metro Mobility</b>			
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>
<b>Metro Commuter Services</b>			
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>
<b>Travel Management Orgs.</b>			
Contractual services other		Contracted services--other	467,500
Total Travel Management Orgs.			<u>\$467,500</u>
<b>Transportation Planning Total</b>			<u>\$1,522,260</u>

**Report on Consultant Activity  
2002 Unified Operating Budget**

<b>Unit</b>	<b>Expense Type</b>	<b>Description</b>	<b>Total Budget</b>
<b>COMMUNITY DEVELOPMENT DIVISION</b>			
<b>Geographic Information Systems</b>			
	Consultant	GIS Consultant	\$100,000
	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		<u>265,000</u>
<b>Research</b>			
	Contractual services other	Data purchase: NSP, Dodge, aprt. Search,	61,000
<b>Regional Growth Strategies</b>			
	Consultant	Blueprint development	86,325
	Contractual services other	Vendor space, outreach	1,500
	Contractual services other	River Pool 2	150,000
	Contractual services other	Park monitoring and eval. program	41,000
	Total Regional Growth Strategies		<u>278,825</u>
<b>Planning and Technical Assistance</b>			
	Consultant	Technical assistance	50,000
	Contractual services other	Vendor space, outreach	1,500
	Total Planning & Technical Assistance		<u>51,500</u>
<b>Housing and Livable Communities</b>			
	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		<u>22,000</u>
<b>Metropolitan Housing and Redevelopment Authority</b>			
<b>HRA - Rental Assistance Programs</b>			
	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		<u>114,000</u>
<b>Family Affordable Housing Program</b>			
	Accounting & auditing	Annual audit	10,300
	Contractual services other	Realtor services	6,000
	Softwear maintenance	Software maintenance	225
	Total FAHP		<u>16,525</u>
<b>Community Development Division Total</b>			<u>\$808,850</u>

**Report on Consultant Activity  
2002 Unified Operating Budget**

<b>Unit</b>	<b>Expense Type</b>	<b>Description</b>	<b>2002 Budget</b>
<b>REGIONAL ADMINISTRATION</b>			
<b>Legal Office</b>			
	External legal services	External legal services	\$1,041,000
	Contractual services other	Real Estate Services	60,000
	Contractual services other	Court Reporter Services	10,000
	Total Legal Office		<u>\$1,111,000</u>
<b>Office of Diversity</b>			
	Consultant	WBE certifications, investig.	\$25,000
<b>Human Resources - Administration</b>			
	Consultant	Consultant	\$5,000
<b>Human Resources - Labor Relations</b>			
	Consultant	Labor negotiations	10,000
	Consultant	Benefits consultant	25,000
	External legal services	Arbitration, hearing officer	22,000
	External legal services	Other contractual services	5,000
	Contractual services other	Flex spending admin.	30,000
	Total Human Resources - Labor Relations		<u>\$92,000</u>
<b>Human Resources - Learning and Organizational Development</b>			
	Consultant	Executive Success Profile	4,000
	Consultant	Computer training for employees	50,000
	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	Heath minute tables	11,000
	Contractual services other	Profilor processing	5,000
	Contractual services other	Employee Assistance Program	75,000
	Contractual services other	Health Screening	35,900
	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>\$244,700</u>
<b>Human Resources - Staffing and Compensation</b>			
	Consultant	Consultant	2,500
	Contractual services other	Contractual services	10,000
	Temporary help	Temporary help	10,000
	Total Human Resources - Staffing and Compensation		<u>\$22,500</u>
<b>Intergovernmental Relations</b>			
	Consultant	Consultant Assistance	25,000
	Contractual services other	Intergovernmental relations services	100,000
	Total Intergovernmental Relations		<u>\$125,000</u>
<b>Communications</b>			
	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	25,000
	Contractual services other	Web development/maintenance	115,000
	Contractual services other	Graphics--design, production	50,000
	Contractual services other	Communications research	20,000
	Contractual services other	News clips/broadcast dubs	7,000

**Report on Consultant Activity  
2002 Unified Operating Budget**

<b>Unit</b>	<b>Expense Type</b>	<b>Description</b>	<b>2002 Budget</b>
	Contractual services other	Media Outreach	50,000
	Contractual services other	Regional transit marketing	25,000
	Temporary help	Temporary help	2,000
	Total Communications		<u>\$ 424,000</u>
<b>Library</b>			
		5202 Computer services--Library	\$ 15,000
<b>Fiscal Services</b>			
	Accounting & auditing	Annual audit by State Auditors	123,000
	Computer services	Comptr services-investment support	37,613
	Consultant	Peoplesoft implementation support	40,000
	Contractual services other	Fixed asset inventory support	20,350
	Contractual services other	Banking fees	172,975
	Total Fiscal Services		<u>\$393,938</u>
<b>Information Services</b>			
	Consultant	IS consultant	607,000
	Contractual services other	Contractual services/other	158,005
	Software maintenance	Software maintenance	1,508,700
	Total Information Services		<u>\$2,273,705</u>
<b>Central Services</b>			
	Consultant	Office space consultant	75,000
	Contractual services other	Office greenery maintenance	4,000
	Contractual services other	Courier services	16,000
	Contractual services other	Office reconfiguration	25,000
	Contractual services other	Convenience copiers maint.	40,000
	Contractual services other	Document storage	62,000
	Contractual services other	Pager services	20,000
	Contractual services other	Electrical work	5,000
	Contractual services other	Other services	16,000
	Temporary help	Temporary help	5,000
	Total Central Services		<u>\$268,000</u>
<b>Risk Management</b>			
	Consultant	Risk Program Development	30,000
	Temporary help	Temporary help	5,000
	Total Risk Management		<u>\$35,000</u>
<b>Budget and Evaluation</b>			
	Accounting & auditing	Accounting: Federal cost alloc. plan	18,000
	Consultant	Property tax records and reports	11,000
	Total Budget & Evaluation		<u>\$29,000</u>
<b>REGIONAL ADMINISTRATION TOTAL</b>			<u>\$5,063,843</u>

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





# *Metropolitan Council 2002 Unified Budget*

## *Glossary*

---

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

# ***Metropolitan Council 2002 Unified Budget***

## ***Glossary***

---

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

# Metropolitan Council 2002 Unified Budget

## Glossary

---

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

# ***Metropolitan Council 2002 Unified Budget***

## ***Glossary***

---

<b>Geographic Information System (GIS)</b>	The hardware, software, data and administrative procedures that go into analyzing, using and displaying geographically based information.
<b>Grantee</b>	A recipient of grant monies from the Council.
<b>HACA</b>	State Homestead and Agricultural Credit Aid. HACA legislation provides a state payment in lieu of a portion of the property tax levy.
<b>HRA Operating Reserve</b>	The balance accumulated from the excess of revenues over expenditures in the Council's Housing and Redevelopment Authority program
<b>Implicit Price Deflator</b>	An index prepared by the federal government to measure changes in the price of goods and services.
<b>Internal Service Fund</b>	Fund used for the furnishing of goods or services by one department or other departments, on a cost-reimbursement basis.
<b>Land Use Planning</b>	The orderly use of land and placement of facilities based on local and state government public discussion, policy and regulation.
<b>LCMR</b>	Legislative Commission on Minnesota Resources, which is responsible for distributing grant monies to local units of government and other governmental agencies relating to Natural Resources.
<b>Lease</b>	A contract for temporary use of equipment or facilities at a negotiated price.
<b>Long-term Debt</b>	Financial obligation with maturity of more than one year after the date of issuance.
<b>Mapping Consortium (Metro GIS)</b>	An ad hoc committee consisting of staff members from the Council and other organizations that shares information about computer mapping.
<b>Metropolitan Airports Commission</b>	The commission that owns and operates the region's airport system, including the Minneapolis/St. Paul International Airport and seven satellite airports.
<b>Metropolitan Area</b>	The area 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 2002 Unified Budget*

## *Glossary*

---

<b>Metropolitan Land Planning Act</b>	The state law that mandates cities, townships and counties to prepare comprehensive plans, and that such plans be consistent with the Council's regional plans for sewer, transportation, parks and open space, and airports.
<b>Metropolitan Parks and Open Space Commission</b>	The commission that advises the Council on matters affecting the regional park and open space system.
<b>Metropolitan Region</b>	See <b>Metropolitan Area</b>
<b>Metropolitan Sports Facilities Commission</b>	The commission that owns and operates the Hubert H. Humphrey Metrodome.
<b>Motor Vehicle Excise Tax</b>	The motor vehicle excise tax (or MVET) is a state sales tax applied to the purchase of motor vehicles.
<b>Nonpoint-source Pollution Control</b>	Diffuse pollution that is not traceable to a single source, but rather runs off the land in a widespread manner, includes urban and agricultural runoff.
<b>Operating Budget</b>	Plans of expenditures and the proposed means of financing them for the primary service activities. The Council budget distinguishes operating budget activities from debt service activities and passthrough grant and loan activities.
<b>Operating Revenue</b>	Revenue that is directly related to primary service activities.
<b>Ordinance</b>	A formal legislative enactment by the governing body of a city, township or county.
<b>Outcomes</b>	Data to indicate program performance and effectiveness
<b>Passthrough Grant or Loan</b>	Funds that are received by the Council but then granted, loaned or passed on to another agency, organization or individual for a specified use.
<b>Program</b>	An organized set of related work activities directed toward a common purpose.
<b>Proposed Budget</b>	Budget as submitted by the Regional Administrator to the Council.
<b>Regional Blueprint</b>	The Council's strategic planning guide for regional development.

# *Metropolitan Council 2002 Unified Budget*

## *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.
<b>Section 8</b>	A federal housing rental assistance program for low- and moderate-income people.
<b>Smart Growth</b>	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.
<b>Software</b>	Programs that are written to give a computer instructions to perform certain tasks.
<b>Staff Complement</b>	Number of full-time permanent positions (Note: two half-time positions equal one staff complement.)
<b>Statutory Authority</b>	Authority based on state or federal legislation.
<b>Strategic Planning</b>	Management based on a vision of success for the organization, using strategies to achieve desired goals.
<b>Tax Capacity Rate</b>	Tax rate applied to tax capacity to generate property tax revenue. The rate is obtained by dividing the property tax levy by the available tax capacity.
<b>Tax Classification Rate</b>	Rates at which estimated market values are converted into the property tax base. The classification rates are assigned to properties depending on their type (residential, commercial, farm, etc.) and, in some cases there are two tiers of classification rates, with the rate increasing as the estimated market value increases.
<b>Truth-in-Taxation</b>	Procedures adopted by the Minnesota Legislature intended to improve accountability in the adoption of the budget and property tax levy of local governments.
<b>Truth-in-Taxation Public Hearing</b>	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.
<b>Tax Levy</b>	The total amount to be raised by property taxes for the purpose

# *Metropolitan Council 2002 Unified Budget*

## *Glossary*

---

	stated on the resolution certified to the county auditor. Tax levy authority is based on state statutes
<b>Undesignated Reserve</b>	The balance accumulated from the excess of revenues over expenditures available for future expenditures in an enterprise fund.
<b>User Charge</b>	Charges for service based on the consumption or availability of that service.
<b>Watershed</b>	The land area from which water accumulations drain into a stream.
<b>Work Priorities</b>	The focus of Council work program efforts in any given year.
<b>Work Program</b>	A plan of work proposed to be done during a particular period.