

# **METROPOLITAN COUNCIL**

## **2013 UNIFIED OPERATING BUDGET**

**ADOPTED**

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

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# Metropolitan Council 2013 Unified Operating Budget

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# ***Metropolitan Council 2013 Unified Operating Budget Budget Introduction***

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## **Authority**

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

The area over which the Council has responsibility consists of the counties of Anoka, Carver, Dakota (excluding the city of Northfield), Hennepin (excluding the cities of Hanover and Rockford), Ramsey, Scott (excluding the city of New Prague), and Washington. The area includes 7 counties, 132 cities, 42 townships and nearly 2.9 million people.

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

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

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

## **Council Mission**

- To foster a prosperous, livable metropolitan region.

## **Council Values**

- We work in partnership with our citizens and communities.
- Our actions demonstrate respect and integrity.
- We are effective stewards of valued resources.
- We strive for excellence and are accountable for results.

## **Council Priorities**

- Create a financially sustainable 21st century transportation system.
- Promote dynamic housing opportunities for all.
- Leverage investments that drive regional economic development.

# ***Metropolitan Council 2013 Unified Operating Budget Budget Introduction***

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## **Organization**

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

The Council is responsible for planning and coordinating metropolitan development cooperatively with the local communities of the area. The Council forecasts the area's growth, devises a plan to guide it (the *Regional Development Framework*), and makes decisions about developing transportation, wastewater service, aviation and parks to support it. Between 2011 and 2030, the Council anticipates an increase of over half a million jobs, more than 300,000 households, and more than 700,000 people.

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

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

- Operating a regional transit system that has 81 million passengers board a bus and train every year and 1.6 million rides for people with disabilities through Metro Mobility;
- Collecting and treating about 260 million gallons of wastewater daily;
- Serving nearly 100 communities and nearly 7,000 households through Section 8 and other affordable-housing programs; and
- Working with local governments to develop and maintain the area's renowned regional park system, which has grown to 55,000 acres open for public use.

The Council is organized into three operating divisions: Transportation, Environmental Services, and Community Development and supporting central administrative units. The operating divisions and other major units report to the Regional Administrator who, in turn, reports to the 17-member Council board. The Regional Administrator is responsible to ensure that policy decisions of the Council are carried out, to organize and direct the work of Council staff, to prepare and submit an annual budget and to keep the Council fully apprised of the financial condition of the Council. The Council's organization structure is shown on page 1-4.

The Council's central administrative units are organized as **Regional Administration** and, like the three operating divisions, report to the Regional Administrator. These units establish administrative policies for the organization and support the three operating divisions. Regional Administration consists of functions such as information systems, human resources, finance, legal, purchasing, and risk management that provide Council-wide shared services to the operating divisions of the Council. The majority of the Regional Administration budget is allocated to the operating divisions of the Council. Regional Administration's major priority for 2013 will be to continue supporting the Council's operating units by providing high-quality, cost-effective services.

## ***Metropolitan Council 2013 Unified Operating Budget Budget Introduction***

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

- Metro Transit provided in 2011 a total of 81 million rides, which represents a 3.5% increase, or 2.7 million rides, over 2010. The year 2011 is the second time in 30 years for Metro Transit to exceed 80 million rides and is the fifth consecutive year with annual ridership exceeding 76 million, a number not previously achieved since 1982.
- Metro Mobility program serves persons with disabilities that prevent them from using the regular-route transit system. This service provided 1.6 million demand and agency service rides in 2011.
- Contracted Service: The Council contracts regular routes, dial-a-ride services, and a commuter vanpool program. Contracted service accounted for approximately 3.5 million rides in 2011.
- Suburban Transit Providers are thirteen cities that provide their own transit service. The Council provides capital funding for these programs and passes through operating funds from the state. In 2011, these providers provided 5.1 million rides. This total does not include ridership where Metro Transit provided the service for the Suburban Transit Provider.

**Environmental Services Division** (MCES) collects and treats an average of 250 million gallons of wastewater each day from 106 communities, achieving near-perfect compliance with federal and state clean water standards. It also provides water resources monitoring and analysis for the region, and partners with numerous public and private groups committed to a clean environment. Wastewater operations and debt service are 100 percent funded by user fees. The Environmental Services division annual budget focuses on meeting the objectives and expected outcomes that align with the strategic goals of the Council and the division. The following considerations were the top priorities in the development of the 2013 MCES budget.

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

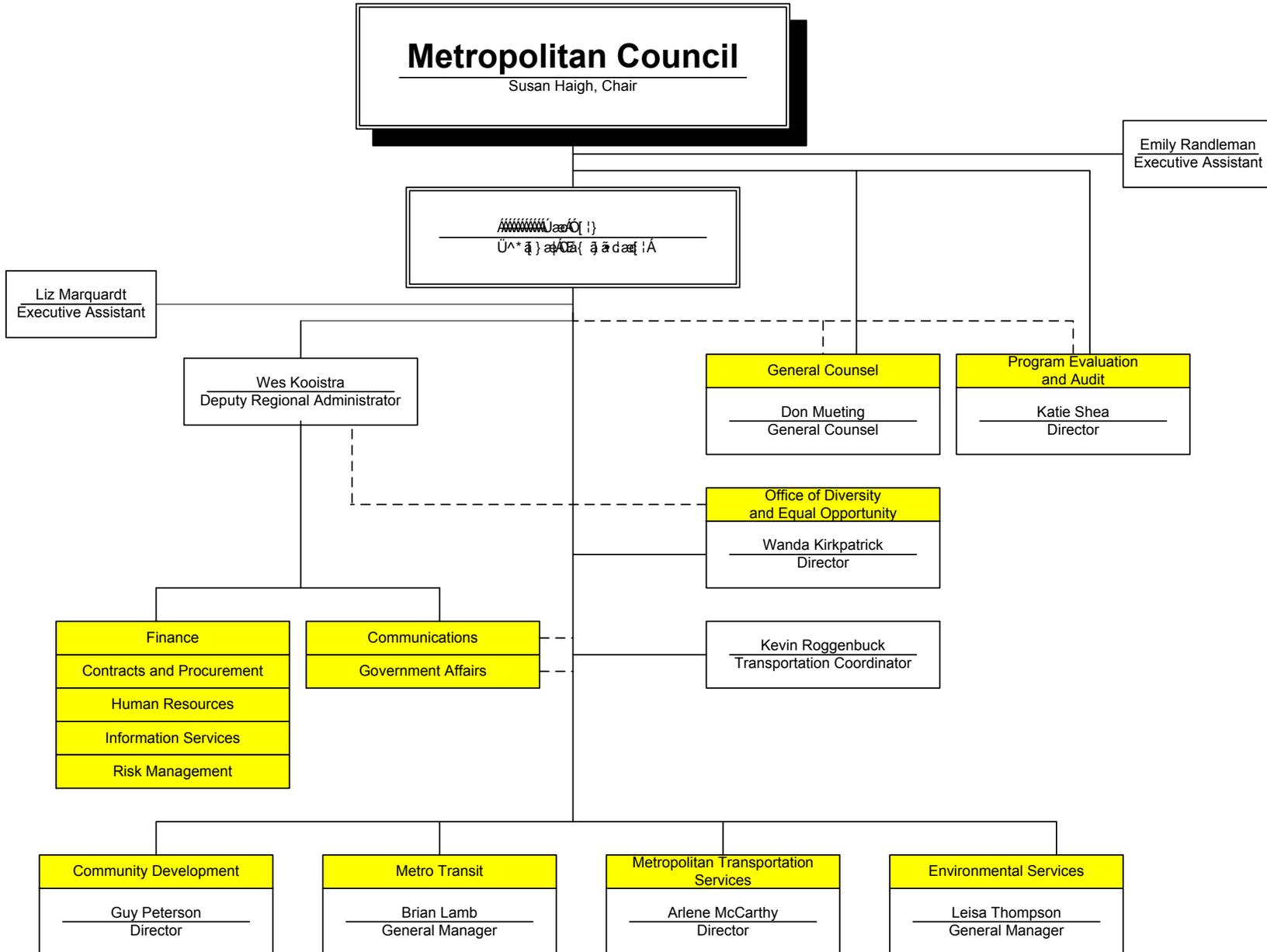
The **Community Development Division** conducts planning and policy development to support regional growth and reinvestment. The unit awards grants to local governments and provides technical assistance to help them carry out their comprehensive plans. It also provides housing assistance to lower-income households. Community Development focuses its resources, tools and incentives on implementation of the *Regional Development Framework*, the Council's regional growth plan. The *Regional Development Framework* is a comprehensive strategy for focusing regional policies and investments on integrating transportation, housing, development, and environmental protection to support the region's quality of life.

The Housing and Redevelopment Authority administers Rent Assistance Programs serving more than 6,700 households. The programs are primarily federally funded, the largest of which is the Section 8 program. Approximately 450 of the HRA's Section 8 vouchers are project-based to specific units throughout the region, including 150 housing units owned and operated by the Council referred to as the Family Affordable Housing Program.



# Organization

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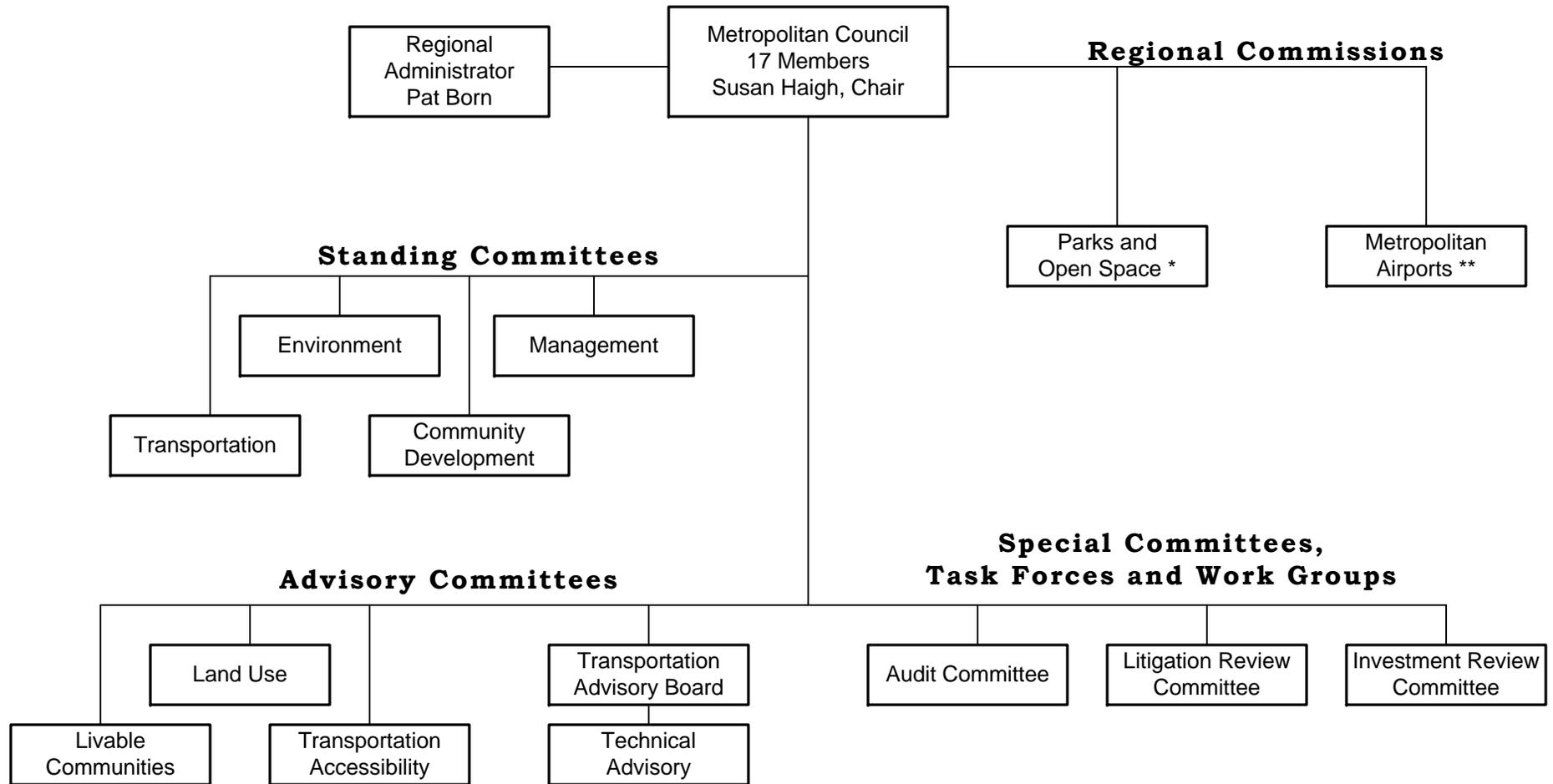


1-4



# Policymaking Structure

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\*Staff support provided to Commission by Metropolitan Council

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

# ***Metropolitan Council 2013 Unified Operating Budget Budget Introduction***

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## **Process**

The Metropolitan Council budget is a unified operations budget that encompasses all operating units and revenue sources. It is composed of three operating divisions: Environmental Services Division, Transportation Division, and Community Development Division. A separate capital improvement program and budget for 2013-2018 is also prepared including major facilities primarily financed by means of long-term debt.

The Council's budget addresses the overall vision and mission of the agency, which will guide the development of the 2013 work program. Each of the individual operating divisions develops its own mission based upon the Council's Implementing Strategies and the needs of the customer, client, or stakeholder served.

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

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

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

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

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

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

In August, the Council is presented a preliminary unified budget and proposed property tax levies for consideration, discussion, and eventual adoption. Immediately after adoption of the preliminary operating budget and levies, the Council transmits to the State Department of Revenue and the respective county auditors the preliminary budget and proposed property tax levies in compliance with Truth-in-Taxation

# ***Metropolitan Council 2013 Unified Operating Budget***

## ***Budget Introduction***

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and other statutory requirements. The State Department of Revenue determines whether the proposed levies are within statutory levy limits. The county auditors then incorporate the Council's proposed levies in the Truth-in-Taxation certificates sent to metropolitan area households in November.

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

### **Financial Overview**

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

The 2013 Unified Operating Budget is \$827.8 million, an increase of 6 percent from the prior year adopted budget. The Council's unified operating budget is composed of three major categories:

- **Operating expenditures:** are expenditures incurred to support the Council's primary service activities. 2013 operating expenditures are expected to be \$572 million, an increase of 6.8 percent from the prior year adopted budget. The increased expenditures are driven primarily by \$18.7 million increase in payroll, \$2.3 million increase in consulting cost, \$4.3 million increase in materials and supplies, \$7.9 million increase in transit programs, and \$4 million increase in other operation expenses. These increases along with \$1 million reduction in operating capitals accounted for the \$36.2 million increase.
- **Pass-through grants and loans:** are funds received by the Council, which are then granted, loaned or passed on to another agency, organization or individual for a specified use. 2013 pass-through grant and loan expenditures is \$109.9 million, an increase of 15.4 percent from the prior year adopted budget.
- **Debt service:** are expenditures required to pay both the principal and the interest on bonds, notes, certificates, and loans. 2013 debt service expenditures are \$145.9 million, down 1.9 percent from the prior year adopted budget.

### **Property Tax Levies**

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

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

The total combined 2012, payable 2013, property tax levy for all Council purposes is \$78,471,938, an increase of 2% or \$1,538,665 from the 2011, payable 2012, levy.

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

# ***Metropolitan Council 2013 Unified Operating Budget Budget Introduction***

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## **Motor Vehicle Sales Tax**

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

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

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

It is the intent of the legislature that the allocations remain unchanged for fiscal year 2012 and all subsequent fiscal years.

## **Other Financial Notables**

### ***Other Post-Employment Benefits (OPEB)***

The Council no longer provides explicit post-employment health benefits to new staff. Prior benefits created a present and future liability. Present liabilities are paid on a pay-as-you-go basis. Once the OPEB fund is fully funded, liabilities will be paid from the fund.

In early 2012, the Council completed an actuarial evaluation of the liability resulting from both the explicit and implicit benefits. The actuarial accrued liability (AAL) as of January 1, 2012 was \$261.7 million (\$211.8 million for explicit and \$49.9 million for implicit), all of which was unfunded according to GASB interpretation. The covered payroll (annual payroll of active employees covered by the plan) was \$263,063,000, and the ratio of the unfunded actuarial accrued liability (UAAL) to covered payroll was 99.5%. The Council has \$121 million set aside as of July 31, 2012.

The Council started setting aside reserve funds in Environmental Services in 1997 and in Metro Transit in 2000. In July 2001, the Council adopted a resolution committing to annually funding at least the service cost (normal cost) as well as ongoing retiree premiums. In 2004, the Council closed its last post employment defined health care benefit program to new employees and transitioned to a defined contribution structure to reduce expenses and provide for more stable budgeting. In the future, the Council will complete actuarial studies every two years as required by the Governmental Accounting Standards Board. The next valuation is expected to be completed in the first half of 2014.

### ***Bond Rating***

The Council receives “AAA” and “Aaa” ratings for the most recent general obligation bonds issued in June 2012 from Standard & Poor’s and Moody’s Investors Services, respectively. The ratings reflect the Council’s strong regional economy that benefits from its diverse tax base and presence of institutional stability, well-managed general financial operations with significant operating flexibility, and above average overall debt burden that is driven by the borrowing of underlying entities.

## Budget Summary

# ***Metropolitan Council 2013 Unified Operating Budget Budget Summary and Financial Resources***

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## **GENERAL OVERVIEW**

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

- Table 1 provides a comparison of the total 2013 budget to the 2012 adopted budget and the 2011 actual revenues and expenditures.
- Table 2 provides the breakdown of the 2013 budget between Council Operations, Pass-Through Grants and Debt Service Funds.

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

- Uncollectible taxes are estimated at .5% of the total levy excluding the tax base revitalization which is guaranteed by the state.

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

## **OPERATIONS (Table 3)**

**Operating Revenues and Sources** increased 3.8% from the 2012 adopted budget.

- The total State Revenues which are 42.4% of the total revenues increased 12.2% driven by increases in motor vehicle sales tax and state appropriations.
- Municipal and Industrial Wastewater charges which are 22% of the total revenues increased 4.4%.
- Passenger Fare and Special Event Revenues which are 18.1% of the total revenues decreased 1.4%.
- The total Federal Revenues which are 5.7% of the total revenues decreased 38.38%.
- The remaining revenues which include property taxes, local, investments and other revenues increased 1.1%.

**Operating Expenditures and Other Uses** increased 6.6% from the 2012 adopted budget.

- **Salaries and Benefits** constitute approximately 61% of operating expenditures. Staffing expenditures are projected to increase by 5.7% in 2013. The total increase in salaries is about \$18.8 million with \$15.2 million increase in Metro Transit, \$1.4 million increase in Environmental Services and \$2.2 million increase in Regional Administration and Community Development.
- **Transit Programs** constitute approximately 11.4% of the operating expenditures. The projected expenditures are 13.7% higher than 2012 budget.

# ***Metropolitan Council 2013 Unified Operating Budget Budget Summary and Financial Resources***

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- **Consultant and Contractual Services** constitute approximately 8% of the operating expenditures. These services will increase 5.3% in 2013 mainly due to MCES planned system-wide maintenance projects. Additional detail on Professional & Technical services contracts are contained in Appendix F.
- **Other operating expenses** are projected to increase 5.3% over the 2012 adopted budget. The increase is due to increased chemical, fuel, and utilities.
- **Cost Allocation:** Central Services Departments are charged to the other divisions through the internal cost allocation plan. Total expenses for each division are shown before internal cost allocations and the allocated costs are included under Other Uses.

## **PASS-THROUGH GRANTS AND LOANS (Table 4)**

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

The programs administered by the Council include:

- Housing assistance payments through the Metro HRA
- Parks operation and maintenance grants through the Metropolitan Parks and Open Space Commission (MPOSC)
- Grants to local units of government for pollution clean-up, affordable housing development and demonstration projects from the Livable Communities Accounts
- Opportunity grants for land use planning and loans to local communities in support of comprehensive planning
- Loans to local communities to purchase right-of-way under the Highway Right-of-Way Loan Program. The Highway Right-Of-Way program is reported as part of the transportation division while all other programs are administered by the Community Development divisions.
- Suburban Transit Provider payments through the Metro Transit Services.

## **DEBT SERVICE (Table 5)**

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

# ***Metropolitan Council 2013 Unified Operating Budget Budget Summary and Financial Resources***

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## **PROPERTY TAXES (Table 6)**

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

- Pass-through levies are used for Livable Communities Grants and Highway Right-Of-Way Loans. The levy for Livable Communities increased \$2.9 million or 21.9% over the 2012 adopted budget. The levy for Highway Right-Of-Way Program decreased \$623 thousand or 17.3% from 2012 adopted budget.
- Levies for Debt Service include Transit and Parks and Open Spaces debt. The total 2013 payable amount for this group increased 3.3%.
- The levy for Council Operations payable in 2013 increased 2%. State statute requires the Council to annually provide \$1 million from this levy for support of Livable Communities grants.

## **STAFF COMPLEMENT (Appendix H)**

The Metropolitan Council 2013 budgeted staff levels increased by 149 FTEs. Regional Administration has a net increase of 1 position. Community Development increased its total staff by 3 positions with two new positions to increase the Council's research and policy development capacity and one position to identify the Council's role in the area of economic competitiveness. MCES increased their staff by 4 positions. Metro Transit increased their total staff by 140 positions of which 56 is needed for CCLRT operations, 31 is needed to staff the Southwest Corridor project, 40 in Metro Transit Bus, 8 in Hiawatha and 5 in NorthStar. MTS has a net increase of 1 FTE.

**METROPOLITAN COUNCIL  
UNIFIED BUDGET  
OPERATIONS, PASSTHROUGHS AND DEBT SERVICE  
2011, 2012 and 2013**

**TABLE 1**

(\$ in 000s)

	2011 Actual	2012 Adopted Budget	2013 Preliminary Budget	Change
<b><u>Revenues</u></b>				
Certified Property Tax Levy	\$ 75,425	\$ 76,933	\$ 78,473	2.0%
Less: Uncollectable	(2,768)	(1,079)	(368)	-65.9%
Net Property Taxes Paid by Taxpayers	\$ 72,657	\$ 75,854	\$ 78,105	3.0%
Federal Revenues	71,528	100,780	87,632	-13.0%
State Revenues	240,238	241,131	271,674	12.7%
Local Revenues	18,876	23,892	22,597	-5.4%
Municipal Wastewater Charges	172,785	173,649	178,824	3.0%
Industrial Waste Charges	13,209	12,745	13,977	9.7%
Passenger Fares, Contract & Special Event	101,884	101,934	100,530	-1.4%
Investment Earnings	6,437	3,638	3,954	8.7%
Other Revenues	3,307	3,455	6,890	99.4%
<b>Total Revenues</b>	<b>\$ 700,921</b>	<b>\$ 737,078</b>	<b>\$ 764,183</b>	<b>3.7%</b>
<b><u>Other Sources</u></b>				
MVET Transfers in	\$ -	\$ 13,703	\$ 24,110	75.9%
SAC Transfers in	20,451	23,100	29,495	27.7%
ES Contingency Fund Transfer	-	4,300	-	-100.0%
<b>Total Other Sources</b>	<b>\$ 20,451</b>	<b>\$ 41,103</b>	<b>\$ 53,605</b>	<b>30.4%</b>
<b>Total Revenues and Other Sources</b>	<b>\$ 721,372</b>	<b>\$ 778,181</b>	<b>\$ 817,788</b>	<b>5.1%</b>
<b><u>Expenses</u></b>				
Salary & Benefits	\$ 297,181	\$ 330,394	\$ 349,140	5.7%
Consulting/Contractual Services	33,230	43,375	45,679	5.3%
Materials & Supplies	48,145	31,593	34,833	10.3%
Chemicals	6,659	6,650	7,709	15.9%
Building Costs/Rent & Utilities	27,216	25,506	26,926	5.6%
Printing	508	424	806	90.1%
Travel	683	827	1,045	26.4%
Insurance	3,891	4,601	5,237	13.82%
Transit Programs	55,000	57,449	65,306	13.7%
Operating Capital	-	4,919	4,821	-2.0%
Other Expenses	7,826	30,608	28,919	-5.5%
<b>Total Operating Expenses</b>	<b>\$ 480,339</b>	<b>\$ 536,346</b>	<b>\$ 570,421</b>	<b>6.4%</b>
<b><u>Other Uses</u></b>				
Passthrough Grants & Loans	\$ 89,689	\$ 95,262	\$ 111,476	17.0%
Debt Service Obligations	142,969	148,699	145,882	-1.9%
<b>Total Other Uses</b>	<b>\$ 232,658</b>	<b>\$ 243,961</b>	<b>\$ 257,358</b>	<b>5.5%</b>
<b>Total Expenses and Other Uses</b>	<b>\$ 712,997</b>	<b>\$ 780,307</b>	<b>\$ 827,779</b>	<b>6.1%</b>
<b>Change in fund Balance</b>	<b>\$ 8,375</b>	<b>\$ (2,126)</b>	<b>\$ (9,991)</b>	

**METROPOLITAN COUNCIL  
SUMMARY BUDGET  
OPERATIONS, PASSTHROUGH AND DEBT SERVICE  
2013**

**TABLE 2**

(\$ in 000s)

	Council Operations	Passthrough Grants & Loans	Debt Service Funds	Total
<b>Revenues</b>				
Certified Property Tax Levy	\$ 10,712	\$ 19,034	\$ 48,727	\$ 78,473
Property Tax Transfer to Livable Communities	(1,000)	1,000	-	-
Less: Estimated Uncollectable	(54)	(70)	(244)	(368)
<b>Net Property Tax Paid by Taxpayers</b>	<b>\$ 9,658</b>	<b>\$ 19,964</b>	<b>\$ 48,483</b>	<b>\$ 78,105</b>
Federal Revenues	31,632	56,000	-	87,632
State Revenues	235,954	35,720	-	271,674
Local Revenues	22,597	-	-	22,597
Municipal Wastewater Charges	108,074	-	70,750	178,824
Industrial Waste Charges	13,977	-	-	13,977
Passenger Fares	96,879	-	-	96,879
Contract & Special Event Revenues	3,651	-	-	3,651
Investment Earnings	2,418	1,260	276	3,954
Other Revenues	6,890	-	-	6,890
<b>Total Revenues</b>	<b>\$ 531,730</b>	<b>\$ 112,944</b>	<b>\$ 119,509</b>	<b>\$ 764,183</b>
<b>Other Sources</b>				
MVET Transfers in	\$ 24,110	\$ -	\$ -	\$ 24,110
SAC Transfers	-	-	29,495	29,495
<b>Total Other Sources</b>	<b>\$ 24,110</b>	<b>\$ -</b>	<b>\$ 29,495</b>	<b>\$ 53,605</b>
<b>Total Revenues and Other Sources</b>	<b>\$ 555,840</b>	<b>\$ 112,944</b>	<b>\$ 149,004</b>	<b>\$ 817,788</b>
<b>Expenses</b>				
Salaries & Benefits	\$ 349,140	\$ -	\$ -	\$ 349,140
Consulting & Contractual Services	45,679	-	-	45,679
Materials & Supplies	34,833	-	-	34,833
Chemicals	7,709	-	-	7,709
Building Costs/Rent	26,926	-	-	26,926
Printing	806	-	-	806
Travel	1,045	-	-	1,045
Insurance	5,237	-	-	5,237
Transit Programs	65,306	-	-	65,306
Operating Capital	4,821	-	-	4,821
Other Operating Expenses	28,919	-	-	28,919
Passthrough Grants & Loans	585	110,891	-	111,476
Debt Service Obligations	-	-	145,882	145,882
<b>Total Expenses</b>	<b>\$ 571,006</b>	<b>\$ 110,891</b>	<b>\$ 145,882</b>	<b>\$ 827,779</b>
<b>Other Uses</b>				
Transfer (To) From Other Funds	\$ 1,000	\$ (1,000)	\$ -	\$ -
<b>Total Other Uses</b>	<b>\$ 1,000</b>	<b>\$ (1,000)</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Expenses and Other Uses</b>	<b>\$ 572,006</b>	<b>\$ 109,891</b>	<b>\$ 145,882</b>	<b>\$ 827,779</b>
<b>Change in fund Balance</b>	<b>\$ (16,166)</b>	<b>\$ 3,053</b>	<b>\$ 3,122</b>	<b>\$ (9,991)</b>

**METROPOLITAN COUNCIL  
SUMMARY BUDGET  
OPERATIONS  
2013**

**TABLE 3**

(\$ in 000s)

	Regional Administration	Community Development	General Fund Total	HRA & FAHP	Environmental Services	Transportation	Capital	Memo Total	2012 Adopted Budget	Change
<b>Revenues</b>										
Net Property Taxes	\$ 5,860	\$ 4,798	\$ 10,658	\$ -	\$ -	\$ -	\$ -	\$ 10,658	\$ 12,791	-16.7%
Property Tax Transfer	(1,000)	-	(1,000)	-	-	-	-	(1,000)	(1,000)	N/A
Federal Revenues	-	2,121	2,121	4,151	-	25,360	-	31,632	51,650	-38.8%
State Revenues	-	-	-	126	781	235,047	-	235,954	210,220	12.2%
Local Revenues	-	-	-	-	-	22,597	-	22,597	23,892	-5.4%
Municipal Wastewater Charges	-	-	-	-	108,074	-	-	108,074	104,160	3.8%
Industrial Waste Charges	-	-	-	-	13,977	-	-	13,977	12,745	9.7%
Passenger Fares	-	-	-	-	-	96,879	-	96,879	92,690	4.5%
Contract & Special Event Revenues	-	-	-	-	-	3,651	-	3,651	9,244	-60.5%
Investment Earnings	662	66	728	70	700	920	-	2,418	2,102	15.0%
Other Revenue	297	-	297	1,874	445	4,025	249	6,890	3,455	99.4%
<b>Total Revenues</b>	<b>\$ 5,819</b>	<b>\$ 6,985</b>	<b>\$ 12,804</b>	<b>\$ 6,221</b>	<b>\$ 123,977</b>	<b>\$ 388,479</b>	<b>\$ 249</b>	<b>\$ 531,730</b>	<b>\$ 521,949</b>	<b>1.9%</b>
Transfer in from other funds	-	-	-	-	-	24,110	-	24,110	13,703	75.9%
<b>Total Revenues &amp; Other Sources</b>	<b>\$ 5,819</b>	<b>\$ 6,985</b>	<b>\$ 12,804</b>	<b>\$ 6,221</b>	<b>\$ 123,977</b>	<b>\$ 412,589</b>	<b>\$ 249</b>	<b>\$ 555,840</b>	<b>\$ 535,652</b>	<b>3.8%</b>
<b>Expenses</b>										
Salaries & Benefits	\$ 25,397	\$ 4,164	\$ 29,561	\$ 2,959	\$ 63,308	\$ 253,312	\$ -	\$ 349,140	\$ 330,394	5.7%
Consulting & Contractual Services	10,270	2,494	12,764	1,305	16,614	14,996	-	45,679	43,375	5.3%
Material & Supplies	333	12	345	35	6,760	27,693	-	34,833	31,592	10.3%
Chemicals	-	-	-	-	7,709	-	-	7,709	6,650	15.9%
Building Costs/Rent & Utilities	2,445	158	2,603	203	15,999	8,196	(75)	26,926	25,506	5.6%
Printing	180	40	220	75	54	457	-	806	423	90.5%
Travel	360	42	402	60	359	224	-	1,045	827	26.4%
Insurance	25	-	25	100	-	5,112	-	5,237	4,601	13.8%
Transit Programs	-	-	-	-	-	65,306	-	65,306	57,449	13.7%
Operating Capital	149	20	169	20	3,880	69	683	4,821	4,919	-2.0%
Other Operating Expenses	371	55	426	646	1,096	26,751	-	28,919	30,608	-5.5%
Passthrough Grants & Loans	-	-	-	-	-	585	-	585	-	100.0%
<b>Total Expenses</b>	<b>\$ 39,530</b>	<b>\$ 6,985</b>	<b>\$ 46,515</b>	<b>\$ 5,403</b>	<b>\$ 115,779</b>	<b>\$ 402,701</b>	<b>\$ 608</b>	<b>\$ 571,006</b>	<b>\$ 536,344</b>	<b>6.5%</b>
<b>Other Uses</b>										
Interdivisional Expense Allocation	\$ (30,857)	\$ -	\$ (30,857)	\$ -	\$ 10,868	\$ 19,989	\$ -	\$ -	\$ -	N/A
A-87 Charges	(3,054)	-	(3,054)	522	-	2,532	-	-	-	N/A
Operating Capital Chargeback	-	-	-	-	434	-	(434)	-	-	N/A
Transfers (From) To Other Funds	100	1,000	1,100	-	(154)	(21)	75	1,000	-	100.0%
Water Supply Transfer to MCES	100	-	100	-	(100)	-	-	-	-	N/A
<b>Total Other Uses</b>	<b>\$ (33,711)</b>	<b>\$ 1,000</b>	<b>\$ (32,711)</b>	<b>\$ 522</b>	<b>\$ 11,048</b>	<b>\$ 22,500</b>	<b>\$ (359)</b>	<b>\$ 1,000</b>	<b>\$ -</b>	<b>100.0%</b>
<b>Total Expenses and Other Uses</b>	<b>\$ 5,819</b>	<b>\$ 7,985</b>	<b>\$ 13,804</b>	<b>\$ 5,925</b>	<b>\$ 126,827</b>	<b>\$ 425,201</b>	<b>\$ 249</b>	<b>\$ 572,006</b>	<b>\$ 536,344</b>	<b>6.6%</b>
<b>Change in fund Balance</b>	<b>\$ -</b>	<b>\$ (1,000)</b>	<b>\$ (1,000)</b>	<b>\$ 296</b>	<b>\$ (2,850)</b>	<b>\$ (12,612)</b>	<b>\$ -</b>	<b>\$ (16,166)</b>	<b>\$ (692)</b>	<b>2236.1%</b>

**METROPOLITAN COUNCIL  
SUMMARY BUDGET  
TRANSPORTATION DIVISION  
2013**

**TABLE 3a**

(\$ in 000s)

	Metro Mobility	Contracted Services	Transportation Planning	Total Metropolitan Transportation Services	Metro Transit LRT	Metro Transit Northstar	Metro Transit Bus	Total Metro Transit	Total Operating	Unallocated MVST
<b>State Revenues</b>										
Motor Vehicle Sales Tax	\$ 5,091	\$ 18,809	\$ 2,567	\$ 26,467	\$ 1,986	\$ 3,851	\$ 148,962	\$ 154,799	\$ 181,266	\$ 10,275
State Appropriations	46,790	-	-	46,790	5,174	-	-	5,174	51,964	-
Other State Revenues	609	-	-	609	-	1,208	-	1,208	1,817	-
<b>Total State Revenues</b>	<b>\$ 52,490</b>	<b>\$ 18,809</b>	<b>\$ 2,567</b>	<b>\$ 73,866</b>	<b>\$ 7,160</b>	<b>\$ 5,059</b>	<b>\$ 148,962</b>	<b>\$ 161,181</b>	<b>\$ 235,047</b>	<b>\$ 10,275</b>
<b>Other Revenues</b>										
Net Property Taxes	-	-	-	-	-	-	-	-	-	-
Federal Revenues	-	1,684	4,345	6,029	3,482	-	15,849	19,331	25,360	-
Local Revenues	-	1,949	95	2,044	11,473	9,080	-	20,553	22,597	-
Fares - Base	4,952	2,235	-	7,187	9,939	2,611	77,142	89,692	96,879	-
Contract & Special Event Revenues	1,543	250	-	1,793	500	-	1,358	1,858	3,651	-
Investment Earnings	-	125	-	125	50	245	500	795	920	-
Other Revenues	-	-	-	-	737	-	3,288	4,025	4,025	-
<b>Total Revenues</b>	<b>\$ 58,985</b>	<b>\$ 25,052</b>	<b>\$ 7,007</b>	<b>\$ 91,044</b>	<b>\$ 33,341</b>	<b>\$ 16,995</b>	<b>\$ 247,099</b>	<b>\$ 297,435</b>	<b>\$ 388,479</b>	<b>\$ 10,275</b>
Transfers Between Funds	-	-	-	-	4,076	-	20,034	24,110	24,110	(20,034)
<b>Total Revenues &amp; Other Sources</b>	<b>\$ 58,985</b>	<b>\$ 25,052</b>	<b>\$ 7,007</b>	<b>\$ 91,044</b>	<b>\$ 37,417</b>	<b>\$ 16,995</b>	<b>\$ 267,133</b>	<b>\$ 321,545</b>	<b>\$ 412,589</b>	<b>\$ (9,759)</b>
<b>Expenses</b>										
Salaries & Benefits	\$ 828	\$ 780	\$ 2,345	\$ 3,953	\$ 23,961	\$ 3,376	\$ 222,022	\$ 249,359	\$ 253,312	\$ -
Consulting & Contractual Services	230	20	1,156	1,406	688	6,987	5,915	13,590	14,996	-
Material & Supplies	7,745	677	22	8,444	1,612	2,343	15,294	19,249	27,693	-
Rent & Utilities	86	-	132	218	2,985	592	4,401	7,978	8,196	-
Printing	44	25	35	104	-	-	353	353	457	-
Travel	5	8	38	51	23	1	149	173	224	-
Insurance	-	-	-	-	615	2,128	2,369	5,112	5,112	-
Transit Programs	43,844	21,462	-	65,306	-	-	-	-	65,306	-
Operating Capital	43	-	26	69	-	-	-	-	69	-
Other Operating Expenses	58	20	57	135	5,789	2,212	18,615	26,616	26,751	-
Passthrough Grants & Loans	-	-	585	585	-	-	-	-	585	-
Debt Service	-	-	-	-	-	-	-	-	-	-
<b>Total Expenses</b>	<b>\$ 52,883</b>	<b>\$ 22,992</b>	<b>\$ 4,396</b>	<b>\$ 80,271</b>	<b>\$ 35,673</b>	<b>\$ 17,639</b>	<b>\$ 269,118</b>	<b>\$ 322,430</b>	<b>\$ 402,701</b>	<b>\$ -</b>
<b>Other Uses</b>										
Interdivisional Cost Allocation	\$ -	\$ -	\$ -	\$ -	\$ 1,468	\$ 372	\$ 18,149	\$ 19,989	\$ 19,989	\$ -
A-87 Cost Allocation	530	500	1,502	2,532	-	-	-	-	2,532	-
Transfer (From) To Other Funds	(21)	210	-	189	-	-	(210)	(210)	(21)	-
<b>Total Other Uses</b>	<b>\$ 509</b>	<b>\$ 710</b>	<b>\$ 1,502</b>	<b>\$ 2,721</b>	<b>\$ 1,468</b>	<b>\$ 372</b>	<b>\$ 17,939</b>	<b>\$ 19,779</b>	<b>\$ 22,500</b>	<b>\$ -</b>
<b>Total Expenses and Other Uses</b>	<b>\$ 53,392</b>	<b>\$ 23,702</b>	<b>\$ 5,898</b>	<b>\$ 82,992</b>	<b>\$ 37,141</b>	<b>\$ 18,011</b>	<b>\$ 287,057</b>	<b>\$ 342,209</b>	<b>\$ 425,201</b>	<b>\$ -</b>
<b>Change in fund Balance</b>	<b>\$ 5,593</b>	<b>\$ 1,350</b>	<b>\$ 1,109</b>	<b>\$ 8,052</b>	<b>\$ 276</b>	<b>\$ (1,016)</b>	<b>\$ (19,924)</b>	<b>\$ (20,664)</b>	<b>\$ (12,612)</b>	<b>\$ (9,759)</b>

**METROPOLITAN COUNCIL  
SUMMARY BUDGET  
PASSTHROUGH GRANTS AND LOANS  
2013**

TABLE 4

(\$ in 000s)

	Metro HRA	Parks O & M	LC Demonstration Account	LC Tax Base Revitalization Account	LC Local Housing Incentives Account	Planning Assistance	Suburban Transit Providers	Highway Right of Way	I & J Grants	Memo Total	2012 Adopted Budget	Change
<b>Revenues</b>												
Certified Levies	\$ -	\$ -	\$ 11,066	\$ 5,000	\$ -	\$ -	\$ -	\$ 2,968	\$ -	\$ 19,034	\$ 16,775	0.0%
Property Tax Transfer from General Operations	-	-	-	-	1,000	-	-	-	-	1,000	1,000	0.0%
Less: Estimated Uncollectible	-	-	(55)	-	-	-	-	(15)	-	(70)	(177)	-60.5%
<b>Net Property Tax Paid by Taxpayers</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 11,011</b>	<b>\$ 5,000</b>	<b>\$ 1,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,953</b>	<b>\$ -</b>	<b>\$ 19,964</b>	<b>\$ 17,598</b>	<b>13.4%</b>
Federal Revenues (HUD Housing Assistance)	56,000	-	-	-	-	-	-	-	-	56,000	49,130	14.0%
Motor Vehicle Sales Taxes	-	-	-	-	-	-	24,797	-	-	24,797	20,931	18.5%
State Housing Assistance (MHFA)	1,383	-	-	-	-	-	-	-	-	1,383	1,439	-3.9%
State Appropriations	-	8,540	-	-	-	-	-	-	1,000	9,540	8,540	11.7%
Investment Earnings	-	-	750	350	60	35	-	65	-	1,260	1,260	0.0%
<b>Total Revenues</b>	<b>\$ 57,383</b>	<b>\$ 8,540</b>	<b>\$ 11,761</b>	<b>\$ 5,350</b>	<b>\$ 1,060</b>	<b>\$ 35</b>	<b>\$ 24,797</b>	<b>\$ 3,018</b>	<b>\$ 1,000</b>	<b>\$ 112,944</b>	<b>\$ 98,898</b>	<b>14.2%</b>
<b>Other Sources</b>												
Transfer (to) from Other Funds	-	-	(500)	-	500	-	-	-	-	-	-	-
<b>Total Revenues and Other Sources</b>	<b>\$ 57,383</b>	<b>\$ 8,540</b>	<b>\$ 11,261</b>	<b>\$ 5,350</b>	<b>\$ 1,560</b>	<b>\$ 35</b>	<b>\$ 24,797</b>	<b>\$ 3,018</b>	<b>\$ 1,000</b>	<b>\$ 112,944</b>	<b>\$ 98,898</b>	<b>14.2%</b>
<b>Expenses</b>												
Passthrough Grants	\$ 57,383	\$ 8,540	\$ 12,261	\$ 5,350	\$ 1,560	\$ -	\$ 24,797	\$ -	\$ 1,000	\$ 110,891	\$ 95,262	16.4%
<b>Total Expenses</b>	<b>\$ 57,383</b>	<b>\$ 8,540</b>	<b>\$ 12,261</b>	<b>\$ 5,350</b>	<b>\$ 1,560</b>	<b>\$ -</b>	<b>\$ 24,797</b>	<b>\$ -</b>	<b>\$ 1,000</b>	<b>\$ 110,891</b>	<b>\$ 95,262</b>	<b>16.4%</b>
<b>Other Uses</b>												
Transfer To (From) Other Funds	\$ -	\$ -	\$ (1,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (1,000)	\$ -	-100.0%
<b>Total Other Uses</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (1,000)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (1,000)</b>	<b>\$ -</b>	<b>-100.0%</b>
<b>Total Expenses and Other Uses</b>	<b>\$ 57,383</b>	<b>\$ 8,540</b>	<b>\$ 11,261</b>	<b>\$ 5,350</b>	<b>\$ 1,560</b>	<b>\$ -</b>	<b>\$ 24,797</b>	<b>\$ -</b>	<b>\$ 1,000</b>	<b>\$ 109,891</b>	<b>\$ 95,262</b>	<b>15.4%</b>
<b>Change in fund Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 35</b>	<b>\$ -</b>	<b>\$ 3,018</b>	<b>\$ -</b>	<b>\$ 3,053</b>	<b>\$ 3,636</b>	<b>-16.0%</b>

**METROPOLITAN COUNCIL  
SUMMARY BUDGET  
DEBT SERVICE  
2013**

**TABLE 5**

(\$ in 000s)

	Parks & Open Spaces	Transportation	Environmental Services	Memo Total	2012 Adopted Budget	Change
<b><u>Revenues</u></b>						
Certified Levies	\$ 5,149	\$ 43,578	\$ -	\$ 48,727	\$ 47,172	3.3%
Less: Estimated Uncollectible	(26)	(218)	-	(244)	(707)	-65.5%
<b>Net Property Tax Paid by Taxpayers</b>	<b>\$ 5,123</b>	<b>\$ 43,360</b>	<b>\$ -</b>	<b>\$ 48,483</b>	<b>\$ 46,465</b>	<b>4.3%</b>
Municipal Wastewater Charges	-	-	70,750	70,750	69,489	1.8%
Investment Earnings	96	180	-	276	276	0.0%
<b>Total Revenues</b>	<b>\$ 5,219</b>	<b>\$ 43,540</b>	<b>\$ 70,750</b>	<b>\$ 119,509</b>	<b>\$ 116,230</b>	<b>2.8%</b>
<b><u>Other Sources</u></b>						
SAC Transfers	-	-	29,495	29,495	\$ 23,100	27.7%
ES Contingency Fund Transfer	-	-	-	-	4,300	0.0%
<b>Total Revenues and Other Sources</b>	<b>\$ 5,219</b>	<b>\$ 43,540</b>	<b>\$ 100,245</b>	<b>\$ 149,004</b>	<b>\$ 143,630</b>	<b>3.7%</b>
<b><u>Expenses</u></b>						
Debt Service	\$ 4,373	\$ 41,264	\$ 100,245	\$ 145,882	\$ 148,699	-1.9%
<b>Total Expenses</b>	<b>\$ 4,373</b>	<b>\$ 41,264</b>	<b>\$ 100,245</b>	<b>\$ 145,882</b>	<b>\$ 148,699</b>	<b>-1.9%</b>
<b>Change in fund Balance</b>	<b>\$ 846</b>	<b>\$ 2,276</b>	<b>\$ -</b>	<b>\$ 3,122</b>	<b>\$ (5,069)</b>	<b>-161.6%</b>

**METROPOLITAN COUNCIL  
SUMMARY BUDGET  
CERTIFIED LEVIES AND LEVY LIMITS**

**TABLE 6**

(\$ in 000s)

	2009	2010	2011	2012	Proposed 2013	2012-13 Change	
						Amount	Percent
<b><u>Non Debt Levies</u></b>							
<b><u>General</u></b>							
General Purposes	\$ 9,300	\$ 12,139	\$ 8,346	\$ 11,986	\$ 9,712	\$ (2,274)	-19.0%
Transfer to Livable Communities	1,000	1,000	1,000	1,000	1,000	-	
<b>Total General</b>	<b>\$ 10,300</b>	<b>\$ 13,139</b>	<b>\$ 9,346</b>	<b>\$ 12,986</b>	<b>\$ 10,712</b>	<b>\$ (2,274)</b>	<b>-17.5%</b>
<b>Highway Right-of-Way</b>	<b>\$ 3,427</b>	<b>\$ 3,532</b>	<b>\$ 3,591</b>	<b>\$ 3,591</b>	<b>\$ 2,968</b>	<b>\$ (623)</b>	<b>-17.3%</b>
<b><u>Livable Communities</u></b>							
Tax Base Revitalization-Fiscal Disparit	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	
Demonstration Account	8,184	8,184	8,184	8,184	11,066	2,882	35.2%
<b>Total Livable Communities</b>	<b>\$ 13,184</b>	<b>\$ 13,184</b>	<b>\$ 13,184</b>	<b>\$ 13,184</b>	<b>\$ 16,066</b>	<b>\$ 2,882</b>	<b>21.9%</b>
<b>Total Non Debt Levies</b>	<b>\$ 26,911</b>	<b>\$ 29,855</b>	<b>\$ 26,121</b>	<b>\$ 29,761</b>	<b>\$ 29,746</b>	<b>\$ (15)</b>	<b>-0.1%</b>
<b><u>Debt Service Levies</u></b>							
Parks Debt Service	\$ 7,536	\$ 3,807	\$ 7,124	\$ 4,404	\$ 5,149	\$ 745	16.9%
Transit Debt Service	39,439	41,732	42,179	42,769	43,578	809	1.9%
<b>Total Debt Service Levies</b>	<b>\$ 46,975</b>	<b>\$ 45,539</b>	<b>\$ 49,303</b>	<b>\$ 47,173</b>	<b>\$ 48,727</b>	<b>\$ 1,554</b>	<b>3.3%</b>
<b>Total Levies</b>	<b>\$ 73,886</b>	<b>\$ 75,394</b>	<b>\$ 75,424</b>	<b>\$ 76,934</b>	<b>\$ 78,473</b>	<b>\$ 1,539</b>	<b>2.0%</b>
<b><u>Total by Transit and Other Levies</u></b>							
Transit Levies	\$ 39,439	\$ 41,732	\$ 42,179	\$ 42,769	\$ 43,578	\$ 809	1.9%
Other Levies	34,447	33,662	33,245	34,165	34,895	730	2.1%
<b><u>Statutory Levy Limits</u></b>							
General Operations	\$ 13,031	\$ 13,139	\$ 13,360	\$ 13,740	\$ 14,099	\$ 359	2.6%
Highway ROW	3,503	3,532	3,591	3,693	3,790	97	2.6%
Livable Comm. Fiscal Disparity	5,000	5,000	5,000	5,000	5,000	-	
Livable Comm. Demonstration Acct	10,228	10,313	10,486	10,785	11,066	281	2.6%

## Appendices

**METROPOLITAN COUNCIL  
SUMMARY BUDGET  
REGIONAL ADMINISTRATION  
2013**

(\$ in 000s)

	Government Affairs	Communications	Human Resources	Information Services & GIS	Purchasing & Contracting	Legal	Internal Audit	Office of the Regional Administrator	Diversity & Equal Opportunity	Council & Office of the Chair	Budget & Central Services	Financial Services	Risk Management	Org-Wide	Memo Total	
<b>Revenues</b>																
Net Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,860	\$ 5,860
Prop Tax Transfer to Livable Comm	-	-	-	-	-	-	-	-	-	-	-	-	-	(1,000)	(1,000)	
Investment Earnings	-	-	-	-	-	-	-	-	-	-	-	398	-	264	662	
Other Revenues	-	-	-	-	-	-	-	-	211	-	-	-	-	86	297	
<b>Total Revenues</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 211</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 398</b>	<b>\$ -</b>	<b>\$ 5,210</b>	<b>\$ 5,819</b>	
<b>Expenses</b>																
Salaries & Benefits	\$ 367	\$ 1,378	\$ 3,309	\$ 9,385	\$ 2,077	\$ 1,345	\$ 716	\$ 587	\$ 1,038	\$ 480	\$ 1,176	\$ 3,058	\$ 1,007	\$ (526)	\$ 25,397	
Consulting & Contractual Services	50	111	938	7,089	-	1,036	25	-	60	-	326	617	18	-	10,270	
Material & Supplies	4	27	120	100	7	5	10	1	10	2	4	43	-	-	333	
Rent & Utilities	25	128	157	1,263	48	110	19	38	21	38	391	150	57	-	2,445	
Printing	1	50	42	31	-	2	1	11	2	3	32	5	-	-	180	
Travel	3	9	89	143	12	2	1	4	4	45	28	12	8	-	360	
Insurance	-	-	-	-	-	-	-	-	-	-	-	-	25	-	25	
Operating Capital	1	14	18	49	11	6	3	1	5	2	11	21	7	-	149	
Other Operating Expenses	1	46	75	14	26	74	3	6	1	10	56	47	12	-	371	
	<b>\$ 452</b>	<b>\$ 1,763</b>	<b>\$ 4,748</b>	<b>\$ 18,074</b>	<b>\$ 2,181</b>	<b>\$ 2,580</b>	<b>\$ 778</b>	<b>\$ 648</b>	<b>\$ 1,141</b>	<b>\$ 580</b>	<b>\$ 2,024</b>	<b>\$ 3,953</b>	<b>\$ 1,134</b>	<b>\$ (526)</b>	<b>\$ 39,530</b>	
<b>Other Uses</b>																
Interdivisional Expense Alloc-MCES	\$ (131)	\$ (241)	\$ (1,107)	\$ (5,210)	\$ (808)	\$ (910)	\$ (106)	\$ (188)	\$ (293)	\$ (169)	\$ (762)	\$ (959)	\$ (158)	\$ 174	\$ (10,868)	
Interdivisional Expense Alloc-MT	(199)	(266)	(2,631)	(9,394)	(992)	(1,205)	(275)	(285)	(525)	(255)	(224)	(1,253)	(923)	278	(18,149)	
Interdivisional Expense Alloc-LRT	(18)	(13)	(418)	(330)	(171)	(97)	(146)	(26)	(119)	(23)	(4)	(109)	(22)	28	(1,468)	
Interdivisional Expense Alloc-NSTAR	(14)	(10)	(86)	(99)	(18)	(28)	-	(19)	(8)	(17)	(6)	(72)	(1)	6	(372)	
A-87 -HRA	-	-	-	-	-	-	-	-	-	-	-	-	-	(522)	(522)	
A-87- Metropolitan Transp Svcs	-	-	-	-	-	-	-	-	-	-	-	-	-	(2,532)	(2,532)	
<b>Subtotal Allocations</b>	<b>\$ (362)</b>	<b>\$ (530)</b>	<b>\$ (4,242)</b>	<b>\$ (15,033)</b>	<b>\$ (1,989)</b>	<b>\$ (2,240)</b>	<b>\$ (527)</b>	<b>\$ (518)</b>	<b>\$ (945)</b>	<b>\$ (464)</b>	<b>\$ (996)</b>	<b>\$ (2,393)</b>	<b>\$ (1,104)</b>	<b>\$ (2,568)</b>	<b>\$ (33,911)</b>	
Property Tax Transfers	-	-	-	-	-	-	-	-	-	-	-	-	-	100	100	
Water Supply Transfer to MCES	-	-	-	-	-	-	-	-	-	-	-	-	-	100	100	
<b>Total Other Uses</b>	<b>\$ (362)</b>	<b>\$ (530)</b>	<b>\$ (4,242)</b>	<b>\$ (15,033)</b>	<b>\$ (1,989)</b>	<b>\$ (2,240)</b>	<b>\$ (527)</b>	<b>\$ (518)</b>	<b>\$ (945)</b>	<b>\$ (464)</b>	<b>\$ (996)</b>	<b>\$ (2,393)</b>	<b>\$ (1,104)</b>	<b>\$ (2,368)</b>	<b>\$ (33,711)</b>	
<b>Total Expenses and Other Uses</b>	<b>\$ 90</b>	<b>\$ 1,233</b>	<b>\$ 506</b>	<b>\$ 3,041</b>	<b>\$ 192</b>	<b>\$ 340</b>	<b>\$ 251</b>	<b>\$ 130</b>	<b>\$ 196</b>	<b>\$ 116</b>	<b>\$ 1,028</b>	<b>\$ 1,560</b>	<b>\$ 30</b>	<b>\$ (2,894)</b>	<b>\$ 5,819</b>	
<b>Change in Fund Balance</b>															<b>\$ -</b>	

**MISSION:**

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

**ORGANIZATION**

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

**REGIONAL ADMINISTRATION DEPARTMENTS**

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

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

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

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

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

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

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

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

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

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

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

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

**BUDGET OVERVIEW**

The 2013 budgeted expenditures for Regional Administration is \$39,530,000 with 64% used for staffing costs, 26% representing consulting or contractual services related expenses and the balance comprised of rent, utilities, training, supplies, and other expenses.

Approximately \$34 million, or 86%, of Regional Administration expenses are shared or allocated to business units under the Council's cost allocation and Federal Office of Management and Budget (OMB) A-87 guidelines. Property tax revenues fund the majority of the remaining expenditures.

Regional Administration 2013 expenditures increased by about \$2 million or 6.2%. The increase was driven by overall cost increases in the Information Services department with software maintenance and contractual services and overall staff additions.

**STAFFING**

The Regional Administration staff has a net increase of 1 FTE over the 2012 adopted numbers. Diversity and Purchasing reduced 2 TGB positions each. Three positions were added in Human Resources, 2 for Central Corridor and 1 for MCES hiring. An additional position was added in Audit.

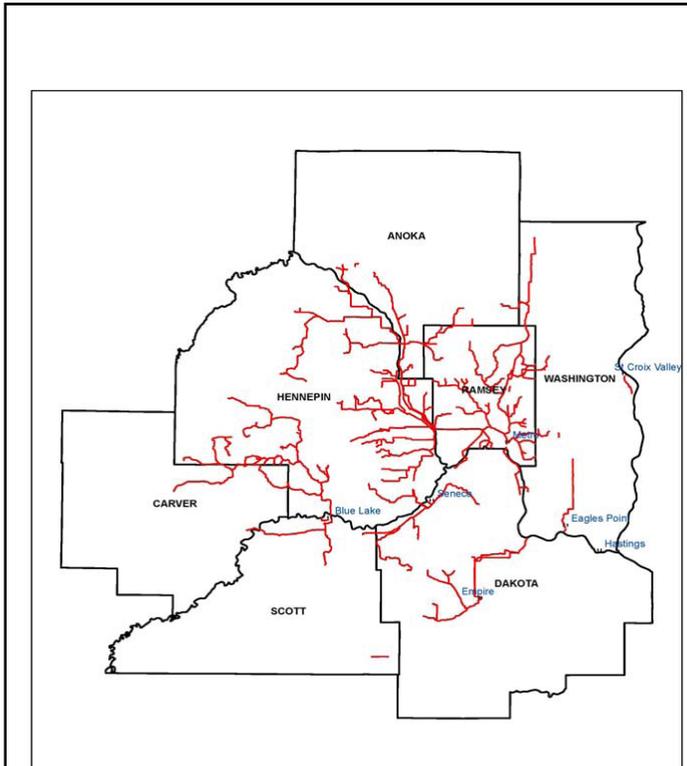
**METROPOLITAN COUNCIL  
SUMMARY BUDGET  
ENVIRONMENTAL SERVICES DIVISION  
2013**

(\$ in 000s)

	Treatment Services	Interceptors	Technical Services	EQA	GM Office	ES Wide	Total Operating	Debt Service	I & I Passthrough Grants	Memo Total
<b>Revenues</b>										
Municipal Wastewater Charges	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 108,074	\$ 108,074	\$ 70,750	\$ -	\$ 178,824
Industrial Waste Charges	-	-	-	-	-	13,977	13,977	-	-	13,977
State Revenues	-	-	-	781	-	-	781	-	1,000	1,781
Investment Earnings	-	-	-	-	-	700	700	-	-	700
Other Revenue	59	-	-	311	7	68	445	-	-	445
<b>Total Revenues</b>	<b>\$ 59</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,092</b>	<b>\$ 7</b>	<b>\$ 122,819</b>	<b>\$ 123,977</b>	<b>\$ 70,750</b>	<b>\$ 1,000</b>	<b>\$ 195,727</b>
<b>Other Sources</b>										
SAC Transfers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 29,495	\$ -	\$ 29,495
<b>Total Other Sources</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 29,495</b>	<b>\$ -</b>	<b>\$ 29,495</b>
<b>Total Revenues &amp; Other Sources</b>	<b>\$ 59</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,092</b>	<b>\$ 7</b>	<b>\$ 122,819</b>	<b>\$ 123,977</b>	<b>\$ 100,245</b>	<b>\$ 1,000</b>	<b>\$ 225,222</b>
<b>Expenses</b>										
Salaries & Benefits	\$ 37,965	\$ 6,116	\$ 2,806	\$ 8,051	\$ 1,994	\$ 6,376	\$ 63,308	\$ -	\$ -	\$ 63,308
Consulting & Contractual Services	12,273	1,146	106	967	1,108	1,014	16,614	-	-	16,614
Material & Supplies	4,648	990	110	628	34	350	6,760	-	-	6,760
Chemicals	5,633	2,076	-	-	-	-	7,709	-	-	7,709
Rent & Utilities	13,469	2,221	10	289	3	7	15,999	-	-	15,999
Printing	31	10	8	1	4	-	54	-	-	54
Travel	185	21	25	75	53	-	359	-	-	359
Operating Capital	1,680	300	-	90	-	1,810	3,880	-	-	3,880
Other Operating Expenses	100	9	10	499	86	392	1,096	-	1,000	2,096
Debt Service	-	-	-	-	-	-	-	100,245	-	100,245
<b>Total Expenses</b>	<b>\$ 75,984</b>	<b>\$ 12,889</b>	<b>\$ 3,075</b>	<b>\$ 10,600</b>	<b>\$ 3,282</b>	<b>\$ 9,949</b>	<b>\$ 115,779</b>	<b>\$ 100,245</b>	<b>\$ 1,000</b>	<b>\$ 217,024</b>
<b>Other Uses</b>										
Interdivisional Cost Allocation - MCES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,868	\$ 10,868	\$ -	\$ -	\$ 10,868
Operating Capital Chargebacks	-	-	-	-	-	434	434	-	-	434
Transfer From General Fund	-	-	-	-	-	(154)	(154)	-	-	(154)
Water Supply Transfer	-	-	-	-	-	(100)	(100)	-	-	(100)
<b>Total Other Uses</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 11,048</b>	<b>\$ 11,048</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 11,048</b>
<b>Total Expenses and Other Uses</b>	<b>\$ 75,984</b>	<b>\$ 12,889</b>	<b>\$ 3,075</b>	<b>\$ 10,600</b>	<b>\$ 3,282</b>	<b>\$ 20,997</b>	<b>\$ 126,827</b>	<b>\$ 100,245</b>	<b>\$ 1,000</b>	<b>\$ 228,072</b>
<b>Change in fund Balance</b>							<b>\$ (2,850)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (2,850)</b>

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

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



- Owns and maintains approximately 600 miles of regional sewers that collect flow from 5,000 miles of sewers owned by 106 communities,
- Treats approximately 255 million gallons of wastewater daily at seven regional treatment plants. An eighth plant is being constructed to begin operating in the fall of 2013,
- Continues to achieve near-perfect compliance with federal and state clean water standards,
- Maintains wastewater service rates consistently well below the national average,
- Works with approximately 800 industrial clients to substantially reduce the amount of pollution entering our wastewater collection system,
- Monitors and analyzes water resources in the region,

- Provides water supply analysis and planning for the region, and
- Ensures sufficient sewer capacity exists to serve planned development.

### **2013 Budget Planning**

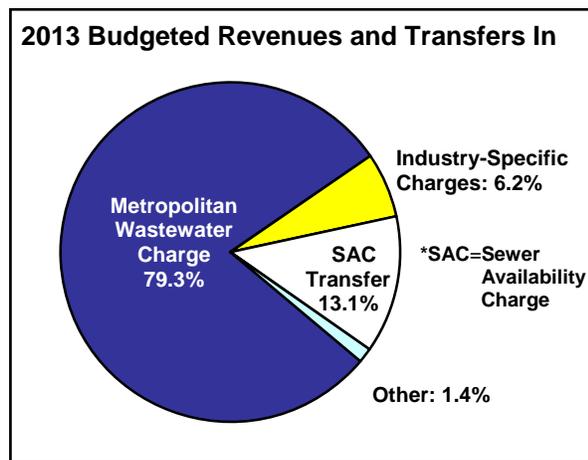
The 2013 Annual Budget focuses on meeting the objectives and expected outcomes that align with the Council and MCES's strategic goals.

In addition to Council-wide priorities, the following considerations were the top priorities during the planning of the 2013 MCES budget.

- Meeting regulatory requirements.
- Retaining competitive rates and charges, based on the regional costs of service.
- Meeting customer expectations for quality and level of service.
- Supporting regional growth where additional wastewater capacity is needed.
- Fully funding the current cost of all programs and maintenance of facilities and equipment.
- Managing expenses to minimize the increase in fees.

**Revenues**

MCES is a user-fee-based organization, which is run as an enterprise. The Council’s rate setting



philosophy is that user classes should pay the cost of service provided to each class. Revenues include the metropolitan wastewater charge (MWC) based on volume, industry-specific charges based on service provided, sewer availability charges to cities (SAC) based on capacity demand and miscellaneous revenues. The graphic on the left depicts the percentages of the 2013 budgeted revenue that is derived from each source.

**Metropolitan Wastewater Charge (MWC)** - Communities pay MCES for the flow entering the regional wastewater system from within their

boundaries. Each community pays a municipal wastewater charge based on their flow and a uniform rate for wastewater services as required to raise the needed MWC. The revenue generated by the municipal wastewater charges is expected to account for 79.3 percent of MCES’s projected total operating revenue sources in 2013.

**Impact of Changes in System Flow** - Despite thousands of new connections each year, the system flow has been trending down. The ten-year average flow was 103 billion gallons (BG) in 2003. The flow used for the 2013 MWC budget is projected to be 93.7BG.

Factors that contribute to this trend are weather, system improvements to reduce unnecessary clear water inflow and infiltration, and more water-efficient equipment. The “Flow year” used for allocation of the MWC is the twelve months ending June 30 of the year prior to the billing year. Total revenue from MWC in 2013 is budgeted to increase 2.98% percent, however, individual city results will vary depending on how much a city’s flow varies from the average (e.g. if a city’s flow increases more than the system average flow increase, that city’s MWCs will increase more than 2.98%).

**Sewer Availability Charges (SAC)** - Communities pay MCES for additional capacity demanded by new development or increased industrial or commercial use. Communities typically collect these one-time SAC fees from property owners at the time of development. Generally, one SAC unit equals 274 gallons of potential daily wastewater flow capacity. A freestanding single-family residence is charged one SAC unit. Each community pays MCES the metropolitan rate for SAC, but many add-on local fees and thus charge different rates to businesses. The 2013 adopted basic metropolitan SAC rate is \$2,435 per residence or equivalent unit.

The SAC revenue by law is used to finance the reserve capacity portion of capital costs (or debt service) to build and maintain the wastewater system. Reserve capacity (the unused portion of the system built for future users) currently averages about 30%. This resulted in a budgeted 2013 SAC transfer of \$29.5 million. The recent recession caused SAC receipts to be short of covering SAC’s share of annual debt service, however the SAC reserve fund had been large enough to cover these shortfalls. The cumulative effect though, has caused the fund to drop 68%

over the past four years, requiring that something more be done to keep the fund solvent. Therefore, legislation was passed in 2010 to allow the Council to shift some needed required funding from SAC payers (future users) to current wastewater customers; this involves an annual process that includes an appropriate study and public hearing. The economy recovered sufficiently in 2011 to propose no SAC shift for 2013. Should this trend continue and the economy recovers to a sufficient level, a “shift back” could occur and SAC receipts could be used to reimburse the then current wastewater customers.

In 2012 this shift was \$4.3 million, which was funded through the use of the wastewater Operations & Contingency Reserve Fund. Also, in May 2011, the Council approved the designation of \$15.3 million of Operations & Contingency Reserve funds to be used for the 2012 SAC shift and for anticipated future SAC shifts. Beginning in 2013, the SAC shift designated balance is \$11.0 million.

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

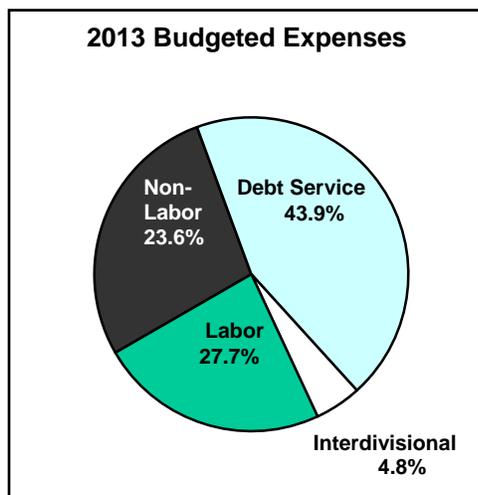
- 1) Industrial strength charges
- 2) Liquid waste hauler load charges
- 3) Industrial discharge and permit fees
- 4) Temporary capacity charges

The industrial strength charge provides three quarters of the industry-specific revenues. It covers the higher treatment costs of industrial waste that is higher strength than domestic strength waste. Total Industry-Specific Charges represent about 6.2% of MCES’ budgeted revenue in 2013.

**Other Revenue** - The remaining 1.4% of 2013 budgeted revenue includes interest earnings, several state contracts, \$1 million I/I grant, Clean Water Heritage Funds for the Water Supply program and miscellaneous revenues.

## Expenses

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



**Labor** - From 1,171 FTEs (Full Time Equivalent employees) in 1995, an aggressive staffing reduction plan brought MCES to a level of 695 FTEs in 2005-2010. Continuing the strategy of managing labor costs, FTEs are budgeted at 680 for 2013. While still significant, medical expenses increased by approximately 7% as opposed to the double digit increases experienced in recent years. Labor expenses account for 27.7 percent of total budgeted expenses.

**Non-Labor Expenses** - This category includes operational expenses such as contracted maintenance and other services, utilities, materials, and chemicals. In total, the 2013 budget for these expenses is approximately 12.3% higher than budgeted for the 2012 budget. This is primarily due to planned system-wide maintenance projects and increased chemical costs used in the treatment process. In 2013, non-labor expenses account for 23.6 percent of total budgeted expenses.

**Debt Service** - Debt service includes principal and interest on Council wastewater bonds and PFA loans. Almost always, this borrowing has been financed over a 20-year term; the overall average interest cost on outstanding debt at year-end 2011 is 3.24%. In 2013, debt service costs account for 43.9 percent of the budget. Debt service is included in the MCES Annual Budget because it is funded by wastewater revenues, as required by state statute. However, it is not considered an operating expense in the Unified Operating Budget.

**Interdivisional Expenses** - Interdivisional charges are the cost of administrative and support services provided by Regional Administration to the Council's operating divisions and include both 'shared' corporate costs and 'assigned' costs which are task or project specific. Examples include Regional Administration, Human Resources, Information Services, Risk Management and Purchasing. The increase in these costs for 2013 is approximately \$.8M, but reflects an 9% increase, caused mainly by the council's entering into a three year Enterprise Agreement with Microsoft and addition of council wide budgeting software. In 2013, interdivisional expenses account for 4.8% of total budgeted expenses.

ENVIRONMENTAL SERVICES

SUMMARY 2011 Actual-2013 Budget (\$000)

<b>REVENUE</b>			
	<b>2011 Actual</b>	<b>2012 Budget</b>	<b>2013 Budget</b>
Metropolitan Wastewater Charge	\$ 172,785	\$ 173,649	\$ 178,824
Transfer from Operations & Cont. Fund	-	4,300	-
Metropolitan SAC Transfer	20,451	23,100	29,495
Industry-Specific Charges	13,209	12,745	13,977
Other Sources	3,195	3,018	3,179
<b>Total Revenue &amp; Other Sources</b>	<b>\$ 209,640</b>	<b>\$ 216,812</b>	<b>\$ 225,475</b>
<b>EXPENSE</b>			
Labor	\$ 60,280	\$ 61,918	\$ 63,309
Non-Labor	55,654	57,005	63,251
Debt Service	92,398	96,889	100,245
Pay-As-You-Go for Capital Projects	1,000	1,000	1,500
<b>Total Expense</b>	<b>\$ 209,332</b>	<b>\$ 216,812</b>	<b>\$ 228,325</b>
<b>Surplus (Deficit)</b>	<b>\$ 308</b>	<b>\$ -</b>	<b>\$ (2,850)</b>

**METROPOLITAN COUNCIL  
SUMMARY BUDGET  
TRANSPORTATION DIVISION  
2013**

(\$ in 000s)

	Metro Mobility	Transit Link	Fixed Route	Transportation Planning	Total Metropolitan Transportation Services	Light Rail	Northstar Commuter Rail	Bus	Total Metro Transit	Total Operating	Debt Service	Suburban Transit Provider Passthrough	Highway Right-Of-Way Passthrough	Memo Total
<b>State Revenues</b>														
Motor Vehicle Sales Tax	\$ 5,091	\$ 4,887	\$ 13,922	\$ 2,567	\$ 26,467	\$ 1,986	\$ 3,851	\$ 148,962	\$ 154,799	\$ 181,266	\$ -	\$ 24,797	\$ -	\$ 206,063
State Appropriations	46,790	-	-	-	46,790	5,174	-	-	5,174	51,964	-	-	-	51,964
Other State Revenues	609	-	-	-	609	-	1,208	-	1,208	1,817	-	-	-	1,817
<b>Total State Revenues</b>	<b>\$ 52,490</b>	<b>\$ 4,887</b>	<b>\$ 13,922</b>	<b>\$ 2,567</b>	<b>\$ 73,866</b>	<b>\$ 7,160</b>	<b>\$ 5,059</b>	<b>\$ 148,962</b>	<b>\$ 161,181</b>	<b>\$ 235,047</b>	<b>\$ -</b>	<b>\$ 24,797</b>	<b>\$ -</b>	<b>\$ 259,844</b>
<b>Other Revenues</b>														
Net Property Taxes	-	-	-	-	-	-	-	-	-	-	43,360	-	2,953	46,313
Federal Revenues	-	609	1,075	4,345	6,029	3,482	-	15,849	19,331	25,360	-	-	-	25,360
Local Revenues	-	-	1,949	95	2,044	11,473	9,080	-	20,553	22,597	-	-	-	22,597
Fares - Base	4,952	199	2,036	-	7,187	9,939	2,611	77,142	89,692	96,879	-	-	-	96,879
Contract & Special Event Revenues	1,543	250	-	-	1,793	500	-	1,358	1,858	3,651	-	-	-	3,651
Investment Earnings	-	25	100	-	125	50	245	500	795	920	180	-	65	1,165
Other Revenues	-	-	-	-	-	737	-	3,288	4,025	4,025	-	-	-	4,025
<b>Total Revenues</b>	<b>\$ 58,985</b>	<b>\$ 5,970</b>	<b>\$ 19,082</b>	<b>\$ 7,007</b>	<b>\$ 91,044</b>	<b>\$ 33,341</b>	<b>\$ 16,995</b>	<b>\$ 247,099</b>	<b>\$ 297,435</b>	<b>\$ 388,479</b>	<b>\$ 43,540</b>	<b>\$ 24,797</b>	<b>\$ 3,018</b>	<b>\$ 459,834</b>
Transfers Between Funds	-	-	-	-	-	4,076	-	20,034	24,110	24,110	-	-	-	24,110
<b>Total Revenues &amp; Other Sources</b>	<b>\$ 58,985</b>	<b>\$ 5,970</b>	<b>\$ 19,082</b>	<b>\$ 7,007</b>	<b>\$ 91,044</b>	<b>\$ 37,417</b>	<b>\$ 16,995</b>	<b>\$ 267,133</b>	<b>\$ 321,545</b>	<b>\$ 412,589</b>	<b>\$ 43,540</b>	<b>\$ 24,797</b>	<b>\$ 3,018</b>	<b>\$ 483,944</b>
<b>Expenses</b>														
Salaries & Benefits	\$ 828	\$ 71	\$ 709	\$ 2,345	\$ 3,953	\$ 23,961	\$ 3,376	\$ 222,022	\$ 249,359	\$ 253,312	\$ -	\$ -	\$ -	\$ 253,312
Consulting & Contractual Services	230	-	20	1,156	1,406	688	6,987	5,915	13,590	14,996	-	-	-	14,996
Material & Supplies	7,745	171	506	22	8,444	1,612	2,343	15,294	19,249	27,693	-	-	-	27,693
Rent & Utilities	86	-	-	132	218	2,985	592	4,401	7,978	8,196	-	-	-	8,196
Printing	44	-	25	35	104	-	-	353	353	457	-	-	-	457
Travel	5	3	5	38	51	23	1	149	173	224	-	-	-	224
Insurance	-	-	-	-	-	615	2,128	2,369	5,112	5,112	-	-	-	5,112
Transit Programs	43,844	5,541	15,921	-	65,306	-	-	-	-	65,306	-	24,797	-	90,103
Operating Capital	43	-	-	26	69	-	-	-	-	69	-	-	-	69
Other Operating Expenses	58	-	20	57	135	5,789	2,212	18,615	26,616	26,751	-	-	-	26,751
Passthrough Grants & Loans	-	-	-	585	585	-	-	-	-	585	-	-	-	585
Debt Service	-	-	-	-	-	-	-	-	-	-	41,264	-	-	41,264
<b>Total Expenses</b>	<b>\$ 52,883</b>	<b>\$ 5,786</b>	<b>\$ 17,206</b>	<b>\$ 4,396</b>	<b>\$ 80,271</b>	<b>\$ 35,673</b>	<b>\$ 17,639</b>	<b>\$ 269,118</b>	<b>\$ 322,430</b>	<b>\$ 402,701</b>	<b>\$ 41,264</b>	<b>\$ 24,797</b>	<b>\$ -</b>	<b>\$ 468,762</b>
<b>Other Uses</b>														
Interdivisional Cost Allocation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,468	\$ 372	\$ 18,149	\$ 19,989	\$ 19,989	\$ -	\$ -	\$ -	\$ 19,989
A-87 Cost Allocation	530	46	454	1,502	2,532	-	-	-	-	2,532	-	-	-	2,532
Transfer (From) To Other Funds	(21)	-	210	-	189	-	-	(210)	(210)	(21)	-	-	-	(21)
<b>Total Other Uses</b>	<b>\$ 509</b>	<b>\$ 46</b>	<b>\$ 664</b>	<b>\$ 1,502</b>	<b>\$ 2,721</b>	<b>\$ 1,468</b>	<b>\$ 372</b>	<b>\$ 17,939</b>	<b>\$ 19,779</b>	<b>\$ 22,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 22,500</b>
<b>Total Expenses and Other Uses</b>	<b>\$ 53,392</b>	<b>\$ 5,832</b>	<b>\$ 17,870</b>	<b>\$ 5,898</b>	<b>\$ 82,992</b>	<b>\$ 37,141</b>	<b>\$ 18,011</b>	<b>\$ 287,057</b>	<b>\$ 342,209</b>	<b>\$ 425,201</b>	<b>\$ 41,264</b>	<b>\$ 24,797</b>	<b>\$ -</b>	<b>\$ 491,262</b>
<b>Change in fund Balance</b>	<b>\$ 5,593</b>	<b>\$ 138</b>	<b>\$ 1,212</b>	<b>\$ 1,109</b>	<b>\$ 8,052</b>	<b>\$ 276</b>	<b>\$ (1,016)</b>	<b>\$ (19,924)</b>	<b>\$ (20,664)</b>	<b>\$ (12,612)</b>	<b>\$ 2,276</b>	<b>\$ -</b>	<b>\$ 3,018</b>	<b>\$ (7,318)</b>

**MISSION**

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

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

**ORGANIZATION**

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

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

Staff also participates in transportation planning efforts throughout the region, such as highway corridor studies, transitway studies, long-range airport planning, freight studies, air quality conformance analyses, travel demand modeling, bikeway and pedestrian planning, and other transportation planning.

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

- **Metro Mobility/ADA** – Provides dial-a-ride service to persons certified under the Americans with Disabilities Act (ADA) through seven contracts.
- **Transit Link** – Provides general public dial-a-ride transit service where fixed route is not available in Anoka, Washington, Dakota, Scott, Carver, Hennepin and Ramsey counties through five contracts.
- **Fixed Routes** – Provide small, medium, and large regular route bus transit service through eight contracts and also includes the regional vanpool program, Van Go, which focuses in areas without regular route transit or for commuters not served by regular route transit.
- **Suburban Transit Providers (STP)** – Twelve communities have chosen to provide their own transit service. Two consortiums have been created and four cities provide transit service through contracts with various private, public, and non-profit entities. The Council passes-through operating funds to the Suburban Transit programs.

**BUDGET OVERVIEW**

**Total Revenues**

Metropolitan Transportation Services' 2013 revenues increased 26.1% from 2012 adopted budget.

This increased need for revenues is primarily driven by MTS using fund balance amounts over Council target policies in 2012. Once these fund balances are exhausted, MTS will require additional regional funding to run its transit programs and rebuild its fund balances to targets.

**Total Expenses**

Metropolitan Transportation Services' 2013 expenses increased 13.6% from 2012 adopted budget.

The Fixed Route budget is increasing at 10.3% in 2013 due to standard inflationary contract rate increases and the start up of Red Line (Cedar Avenue BRT Station-to-Station) service. The Planning budget is decreasing by 9.8% due to less required amounts for pass-through programs and consulting. Transit Link increased by 3.3% due to standard inflationary contract rate increases. Finally, Metro Mobility's budget is increasing at 19.6% in 2013 to meet an expected 10% growth in ridership demand. This additional demand requires Metro Mobility to cover the costs related to increased fuel consumption and service hours to meet mandated federal and state requirements.

**STAFFING**

Full-time equivalent positions are anticipated to increase by one over 2012 budget levels. Current FTEs are listed below:

<u>Department</u>	<u>Category/Function</u>	<u>Positions</u>
Transportation Planning		21
Metro Mobility		10
Fixed Route and Regional Dial-a-Ride		8
	Total	<u>39</u>

**METRO TRANSIT - BUS OPERATIONS**

***Introduction***

As the largest operator of bus service, the first and only operator of light rail in the Twin Cities region and the operator of the regions first commuter rail line, Metro Transit is a key part of the Metropolitan Council's commitment to operating quality transit services in an inclusive, customer-focused and efficient manner. Metro Transit is one of the country's largest transit systems, providing more than 90 percent of the fixed-route public transportation in the Minneapolis/St. Paul metro area. Each weekday, customers board Metro Transit buses and trains an average of 264,000 times.

The Metro Transit operators and mechanics support an 883 bus fleet serving 124 local, express and contract routes. In service to its customers, Metro Transit drives over 30.5 million miles each year. Metro Transit provides service that result in fewer cars on Twin Cities roadways and a reduction in congestion. In 2013, 82.0 million customers are expected to ride on Metro Transit buses and trains.

The Metro Transit budget assumes the continuation of the current fare structure from October 2008, adjusted State general funding as enacted by the State Legislature in 2011, State forecasted Motor Vehicle Sales Taxes (MVST) revenue, a CTIB grant for Transit Operating Assistance for Hiawatha Light Rail and Northstar Commuter Rail and the continuation of the Temporary Fare for Northstar Commuter Rail through April 30, 2013.

***Policy Choices and Constraints***

The Council has the discretion to allocate motor vehicle sales taxes and State funds among Metro Transit, Metro Mobility, rural/small urban programs, non-Metro Transit operations, and Metropolitan Transportation Services. In consultation with the Transportation Advisory Board, the Council also allocates federal transportation funds among transit, highway, and other transportation projects.

The 2013 budget brings together numerous policy choices governing services provided by Metro Transit. Metro Transit has established guidelines to help decide where, when, and how much fixed route bus service is delivered, how frequently it runs, as well as service quality parameters. Metro Transit also decides what levels of marketing, advertising, customer service information, and customer relations to provide, consistent with the mobility needs of the region. Metro Transit recommends maintaining the level and structure of the fare system, which reflects the fare adjustments, implemented in October 2008.

Passenger fares provide about 30% of Metro Transit operating revenue with motor vehicle sales taxes and State general funds providing most of the remainder. The State legislature determines the amount of State funds available in two-year, biennial appropriations. The 2011 Legislative Special Session resulted in a \$51.7M one-time State General Fund appropriation reduction for transit operations for the SFY 2012-2013 biennium. Budget solutions have been identified and have been applied to reduce the impact of this reduction including: increased Counties Transit Improvement Board (CTIB) funding for transitway operations, use of excess Suburban Transit Provider (STP) reserves, use of Highway Right-of-Way Acquisition Loan Fund (RALF) balances, Metro Transit administrative and transit service reductions and use of existing MVST fund balances. State General Fund appropriations are budgeted to return to base levels as of 7/1/2013. Metro Transit implements and operationalizes the Council's Regional Framework, Transportation Policy Plan, and various State legislative goals. The plans provide guidance for: transit quality, service levels, service locations, bus route financial and operational performance, fare policies, and system-wide fare recovery and transit infrastructure investment.

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

**FINANCIAL ANALYSIS**

***Financial and Resource Outlook***

The Metro Transit - Bus operating budget reflects revenue of \$267.1 million and expenses of \$287.1 million, with a planned use of reserves of \$19.9 million.

**Revenue**

Metro Transit revenue budget in 2013 is \$267.1 million. Revenue decreased \$9.2 million from the 2012 adopted Budget of \$276.3 million resulting in a \$19.9M planned use of reserves. In addition to passenger fares, the largest sources of funding include proceeds from the Motor Vehicle Sales Tax (MVST) and a State of Minnesota general fund appropriation. Revenue assumptions in the 2013 Transportation Division budget are based on the February 2012 State forecast.

	<u>Budget</u> <u>2012</u>	<u>Budget</u> <u>2013</u>	<u>Change</u>	<u>%</u>
Transit Fund	150.6	149.0	-1.6	-1.1%
Passenger Fares	77.5	78.5	1.0	1.3%
State General Fund	0.0	0.0	0.0	0.0%
Federal Funds	30.6	15.8	-14.8	-48.4%
Other Funds Transfer	13.7	20.0	6.3	46.0%
Other	3.9	3.8	-0.1	-2.6%
<b>Total</b>	<b>276.3</b>	<b>267.1</b>	<b>-9.2</b>	<b>-3.3%</b>

**Expenses**

Metro Transit expense budget in 2013 is \$287.1 million, an increase of \$10.1 million from the 2012 adopted budget of \$277.0 million. The expense increases are largely attributed to increases in Healthcare costs, diesel fuel, Service Re-routes due to construction and Special Event coverage.

	<u>Budget</u> <u>2012</u>	<u>Budget</u> <u>2013</u>	<u>Change</u>	<u>%</u>
Salaries & Benefits	215.7	222.0	6.3	2.9%
Fuel	23.4	26.9	3.5	15.0%
Materials Supp	15.6	15.3	-0.3	-1.9%
Council Allocation	17.2	18.1	0.9	5.2%
Other	5.1	4.8	-0.3	-5.9%
<b>Total</b>	<b>277.0</b>	<b>287.1</b>	<b>10.1</b>	<b>3.6%</b>

**Personnel**

Full-time equivalent positions reflected in the 2013 budget for Metro Transit–Bus & Rail are:

Bus Operators	1,555.1
Mechanics: vehicle & facilities	546.2
Other Professional & Police	373.5
SWLRT	38.0
<u>CCLRT</u>	<u>142.9</u>
<b>Total FTE*</b>	<b>2,655.7</b>

Includes 142.9 FTE's for the Central Corridor Capital Project and 38.0 FTE's for the Southwest Light Rail Transit Capital Project. Bus operators, mechanics and clerical employees are represented by Amalgamated Transit Union (ATU) Local 1005. Police officers are represented by Law Enforcement Labor Services (LELS). Supervisors and managers are represented by Transit Managers and Supervisors Association (TMSA).

**METRO TRANSIT - HIAWATHA LIGHT RAIL OPERATIONS**

***INTRODUCTION***

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

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

**FINANCIAL ANALYSIS**

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

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

***Revenue***

Metro Transit Light Rail Operations revenue budget in 2013 is \$30.0 million. In addition, the budget also includes \$7.4M for Start-Up expenses for the Central Corridor Light Rail which will be paid for by the CCLRT Federal Capital Project and Metropolitan Council Close Debt Service Funds. For the 2013 calendar year, passenger fares will generate \$10.4 million for rail operations. Other sources of revenue include M.A.C. Airport Shuttle service revenue; State of Minnesota general fund appropriations, MVST, advertising, and the County Transportation Improvement Board.

	<b><u>Budget</u></b>	<b><u>Budget</u></b>	<b><u>Change</u></b>	<b><u>%</u></b>
	<b><u>2012</u></b>	<b><u>2013</u></b>		
MVST	0.07	2.0	1.9	2757.1%
State General Fund	4.2	5.2	1.0	23.8%
CTIB	12.7	11.5	-1.2	-9.4%
Passenger Fares	10.2	10.4	0.2	2.0%
Other Funds	0.6	0.9	0.3	50%
<b>Total HLRT</b>	<b>27.8</b>	<b>30.0</b>	<b>2.2</b>	<b>7.9%</b>
CCLRT Start-up		7.4		
<b>Total Light Rail Revenue</b>		<b>37.4</b>		

**Expenses**

Metro Transit Light rail Operations expense budget in 2013 is \$33.6 million, up \$5.8 million from the 2012 adopted budget of \$27.8 million. In addition, the budget also includes \$7.4M for Start-Up expenses for the Central Corridor Light Rail which will be paid for by the CCLRT Federal Capital Project. Expense increases are in labor and fringe benefits, propulsion, utilities and parts.

	<u>Budget</u>	<u>Budget</u>		
	<u>2012</u>	<u>2013</u>	<u>Change</u>	<u>%</u>
Salaries & Ben	15.4	16.6	1.2	7.8%
Propulsion	1.6	1.7	0.1	6.3%
Materials Supp	1.8	1.6	-0.2	-11.1%
Council Allocation	1.1	1.5	0.4	36.4%
Other	7.9	8.3	0.4	5.1%
<b>Total HLRT</b>	<b>27.8</b>	<b>29.7</b>	<b>1.9</b>	<b>6.8%</b>
CCLRT Start-Up		7.4		
<b>Total Light Rail Expense</b>		<b>37.1</b>		

Full-time equivalent positions included in the 2013 budget for Metro Transit-Light Rail are:

Rail Operators	59.0
Mechanics: vehicle & facilities	104.1
Other Professional	<u>28.1</u>
<b>Total FTE</b>	<b>191.2</b>

Rail operators, mechanics and clerical employees are represented by Amalgamated Transit Union (ATU) Local 1005. Police officers are represented by Law Enforcement Labor Services (LELS). Supervisors and managers are represented by Transit Managers and Supervisors Association (TMSA).

**METRO TRANSIT – NORTHSTAR COMMUTER RAIL OPERATIONS**

**INTRODUCTION**

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

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

the successful purchase and receipt of this sixth locomotive in year 2011. In spring 2012 construction began on the new Ramsey station with completion and service forecasted to begin in late 2012.

**FINANCIAL ANALYSIS**

Commuter Rail fares are distance based from Big Lake to Minneapolis. Transfers between bus, light rail and commuter rail are valid for 150 minutes from time of initial boarding. Fare collection is barrier-free with tickets issued from self-service vending machines located on station platforms. Passengers are required to provide valid tickets upon request as proof of payment. To build ridership, in August 2012 Northstar Commuter Rail began a Temporary Fare Reduction for the period of August 1, 2012 to April 30, 2013 with weekday commuter fares reduced by \$1.00 at most stations.

***Revenue***

Metro Transit Commuter Rail revenue budget in 2013 is \$17 million with a planned use of reserves of \$1 million. For the 2013 calendar year, passenger fares will generate \$2.6M for rail operations. In addition, the County Transportation Improvement Board, Sherburne County, Greater Minnesota MnDOT and the Transit Fund will provide the remaining operating resources.

	<b><u>Budget</u></b>	<b><u>Budget</u></b>	<b><u>Change</u></b>	<b><u>%</u></b>
	<b><u>2012</u></b>	<b><u>2013</u></b>		
MVST	2.9	3.9	1.0	34.5%
CTIB	8.9	7.9	-1.0	-11.2%
Passenger Fares	3.1	2.6	-0.5	-16.1%
Sherburne County	1.2	1.2	0.0	0%
Greater Minnesota	1.2	1.2	0.0	0%
Other	0.0	0.2	0.2	0%
<b>Total</b>	<b>17.3</b>	<b>17.0</b>	<b>-.3</b>	<b>0.0%</b>

***Expenses***

Metro Transit Commuter Rail expense budget in 2013 is \$18.0 million.

	<b><u>Budget</u></b>	<b><u>Budget</u></b>	<b><u>Change</u></b>	<b><u>%</u></b>
	<b><u>2012</u></b>	<b><u>2013</u></b>		
Salaries and Benefits	3.2	3.4	0.2	6.2%
Contract BNSF	5.9	6.3	0.4	6.8%
Fuel	1.0	1.4	0.4	40.0%
Materials & Supplies	0.9	0.9	0.0	0.0%
Insurance	2.1	2.1	0.0	0.0%
Other	4.2	3.9	-0.3	-7.1%
<b>Total</b>	<b>17.3</b>	<b>18.0</b>	<b>0.7</b>	<b>4.0%</b>

Full-time equivalent positions included in the 2013 budget for Metro Transit Commuter Rail operations are a total of 49.2 FTE's. Mechanics and clerical employees are represented by Amalgamated Transit Union (ATU) Local 1005 and managers are represented by Transit Managers and Supervisors Association (TMSA).

**KEY WORK PROGRAM ACTIVITIES FOR 2013**

***Ridership***

During the 2000/2001 biennium, the State legislature increased transit funding while challenging the Metropolitan Council to increase ridership. Since then numerous challenges including economic downturn, increased fares, and work stoppage have negatively impacted ridership, Metro Transit has continued efforts to achieve increased ridership. In 2010, Metro Transit saw a decline in ridership due to economic conditions and has seen a continued steady recovery and growth in all fare types into 2012, and is anticipating an additional 2% growth in 2013.

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

In October 1998, Metro Transit introduced the Metro Pass program that allows employers to subsidize annual transit passes for all of their employees. The program is designed to be revenue neutral to Metro Transit. However, the long-term goal of this program is to encourage additional new riders and to grow passenger revenue. Over 250 companies are enrolled in the program making the Metro Pass available to nearly 176,000 employees with projected ridership in 2012 of nearly 8.5 million annual rides.

In a similar fashion, Metro Transit and the University of Minnesota have negotiated the U-Pass Transit Program. The U-Pass program is a discounted bus pass that offers student's unlimited rides on all metro area bus and rail service with projected ridership in 2012 of nearly 3.7 million annual rides. Beginning in fall 2007, the U-pass was converted to the technology of the Go-To card system with over 21,000 U of M students participating in the U-pass program.

***Service Review***

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

***Central Corridor Light Rail***

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

begin after receipt of the FFGA with the intention of the Central Corridor LRT opening for service in 2014.

***Fleet***

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

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

In the next few years Metro Transit will replace its retiring buses with hybrid buses; low floor articulated buses and standard engine buses with the latest engine technologies. Metro Transit also uses biodiesel in the operations of its bus fleet. An operational test of 20 percent biodiesel has been initiated in a small sub-fleet of buses to determine the feasibility of burning even more bio-additives so that emissions and the use of non-renewable fossil fuel will be further reduced. Through the Go Greener initiative, including the introduction of more efficient vehicles and bio-enhanced fuels, Metro Transit expects to save 1.23 million gallons of fossil fuels yearly, resulting in a saving of more than \$3 Million per year. Metro Transit is currently testing two Electric Hybrid Buses for use in its future service.

***Public and Support Facilities***

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

***Summary***

Metro Transit's CY 2013 Bus, Light Rail and Commuter Rail operating budgets provide funding to maintain current service levels with a major focus on quality service in a customer-focused and efficient manner. The operating budgets project revenues of \$314.1 million and expenses of \$334.8 million with a planned use of reserves of \$20.7 million. In addition, the budget includes \$7.4M for Start-Up expenses for the Central Corridor Light Rail which will be paid for by the CCLRT Federal Capital Project and Metropolitan Council Closed Debt Service Funds.

**METROPOLITAN COUNCIL  
SUMMARY BUDGET  
COMMUNITY DEVELOPMENT DIVISION  
2013**

(\$ in 000s)

	Local Planning Assistance	Research	Regional Parks & Natural Resources	Regional Policy	Livable Communities	Corridors of Opportunity	Division Management	Subtotal General Fund Operating	HRA Administration	Total Operating	Parks Debt Service	Parks Passthrough	HRA Passthrough	Livable Communities Passthrough	Memo Total
<b>Revenues</b>															
Net Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,798	\$ 4,798	\$ -	\$ 4,798	\$ 5,123	\$ -	\$ -	\$ 16,011	\$ 25,932
Property Tax Transfer	-	-	-	-	-	-	-	-	-	-	-	-	-	1,000	1,000
Federal Revenues	-	-	-	-	-	2,121	-	2,121	4,151	6,272	-	-	56,000	-	62,272
State Revenues	-	-	-	-	-	-	-	-	126	126	-	8,540	1,383	-	10,049
Investment Earnings	-	-	-	-	-	-	66	66	70	136	96	-	-	1,195	1,427
Other Revenue	-	-	-	-	-	-	-	-	1,874	1,874	-	-	-	-	1,874
<b>Total Revenues</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,121</b>	<b>\$ 4,864</b>	<b>\$ 6,985</b>	<b>\$ 6,221</b>	<b>\$ 13,206</b>	<b>\$ 5,219</b>	<b>\$ 8,540</b>	<b>\$ 57,383</b>	<b>\$ 18,206</b>	<b>\$ 102,554</b>
<b>Expenses</b>															
Salaries & Benefits	\$ 626	\$ 1,045	\$ 623	\$ 122	\$ 533	\$ 512	\$ 703	\$ 4,164	\$ 2,959	\$ 7,123	\$ -	\$ -	\$ -	\$ -	\$ 7,123
Consulting & Contractual Services	10	291	50	-	12	2,080	51	2,494	1,305	3,799	-	-	-	-	3,799
Material & Supplies	2	3	1	2	2	2	-	12	35	47	-	-	-	-	47
Rent & Utilities	54	24	11	8	29	-	32	158	203	361	-	-	-	-	361
Printing	8	8	2	5	5	5	7	40	75	115	-	-	-	-	115
Travel	7	7	2	5	5	12	4	42	60	102	-	-	-	-	102
Insurance	-	-	-	-	-	-	-	-	100	100	-	-	-	-	100
Operating Capital	5	3	1	2	2	-	7	20	20	40	-	-	-	-	40
Other Operating Expenses	5	7	-	4	4	3	32	55	646	701	-	-	-	-	701
Pass-Through Grants & Loans	-	-	-	-	-	-	-	-	-	-	-	8,540	57,383	19,171	85,094
Debt Service	-	-	-	-	-	-	-	-	-	-	4,373	-	-	-	4,373
<b>Total Expenses</b>	<b>\$ 717</b>	<b>\$ 1,388</b>	<b>\$ 690</b>	<b>\$ 148</b>	<b>\$ 592</b>	<b>\$ 2,614</b>	<b>\$ 836</b>	<b>\$ 6,985</b>	<b>\$ 5,403</b>	<b>\$ 12,388</b>	<b>\$ 4,373</b>	<b>\$ 8,540</b>	<b>\$ 57,383</b>	<b>\$ 19,171</b>	<b>\$ 101,855</b>
<b>Other Uses</b>															
A-87 -HRA	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 522	\$ 522	\$ -	\$ -	\$ -	\$ -	\$ 522
Transfers From General Fund	-	-	-	-	-	-	-	-	-	-	-	-	-	(1,000)	(1,000)
Transfers From Other Funds	-	-	-	-	-	-	-	-	-	-	-	-	-	(500)	(500)
Transfers To Other Funds	-	-	-	-	-	-	1,000	1,000	-	1,000	-	-	-	500	1,500
<b>Total Other Uses</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>	<b>\$ 522</b>	<b>\$ 1,522</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (1,000)</b>	<b>\$ 522</b>
<b>Total Expenses and Other Uses</b>	<b>\$ 717</b>	<b>\$ 1,388</b>	<b>\$ 690</b>	<b>\$ 148</b>	<b>\$ 592</b>	<b>\$ 2,614</b>	<b>\$ 1,836</b>	<b>\$ 7,985</b>	<b>\$ 5,925</b>	<b>\$ 13,910</b>	<b>\$ 4,373</b>	<b>\$ 8,540</b>	<b>\$ 57,383</b>	<b>\$ 18,171</b>	<b>\$ 102,377</b>
<b>Change in fund Balance</b>								<b>\$ (1,000)</b>	<b>\$ 296</b>	<b>\$ (704)</b>	<b>\$ 846</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 35</b>	<b>\$ 177</b>

## **MISSION**

The mission of Community Development is to:

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

## **ORGANIZATION**

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

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

## **COMMUNITY DEVELOPMENT DEPARTMENTS**

**Division Management** provides overall policy direction and leadership to the division, policy alignment with operating units, and positive collaboration with external interests and local community officials.

**Regional Parks and Natural Resources** develops policy initiatives and effective outreach services to implement the *2030 Regional Development Framework* policies and strategies. Conducts long-range planning of the regional park system to meet the future needs of the region, reviews park master plans and manages the Capital Improvement Program (CIP). It helps the Council shape its regional growth plan—the *Regional Development Framework*—and helps coordinate outreach efforts related to the plan. This unit also includes the Council’s parks and open space program, which helps the Council oversee the acquisition and development of regional parks. The parks are operated by 10 partnering agencies.

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

**Livable Communities** implements the Livable Communities Act, which provides funding for cities to invest in and support local economic revitalization, affordable housing initiatives, and development or redevelopment demonstration projects.

**Regional Policy and Research** develops policy to help the Council shape its regional growth plan – *the Regional Development Framework* – and helps coordinate outreach efforts related to the plan. It produces annual estimates of local population and households and long-term local and regional forecasts of population and employment. This unit monitors development, the employment situation, housing markets, affordable housing production and land use with special attention to the impacts of transit ways. It coordinates GIS services for the Community Development Division and assists both Community Development and all other divisions with research and analysis. They disseminate data, information and analysis via mapping, presentations, publications and the Internet.

**Corridors of Opportunity** staffs the implementation of a three-year \$5 million Sustainable Communities Regional Planning Grant from the US Department of Housing and Urban Development ending in 2013, in collaboration with implementers of grants and loans from the Living Cities Integration Initiative. It crafts strategies to ensure that development along the region's emerging transitway network creates distinctive places and strengthens local assets while increasing ridership and expanding access to jobs, affordable housing and essential services for residents of all incomes and backgrounds

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

## **BUDGET OVERVIEW**

The 2013 Revenues are about \$103 million with Pass-Through totaling about \$84 million, Debt Service \$5 million and the remainder is for operating. The \$13.2 million of operating revenues includes \$6.2 million for the HRA and \$7 million for the planning functions. Approximately \$4.1 million of the HRA revenue is federal funding primarily from the Department of Housing and Urban Development (HUD), with \$126 thousand State funding from the Minnesota Housing Finance Agency (MHFA) and \$2 million of local and other revenues, which includes property rental fees earned.

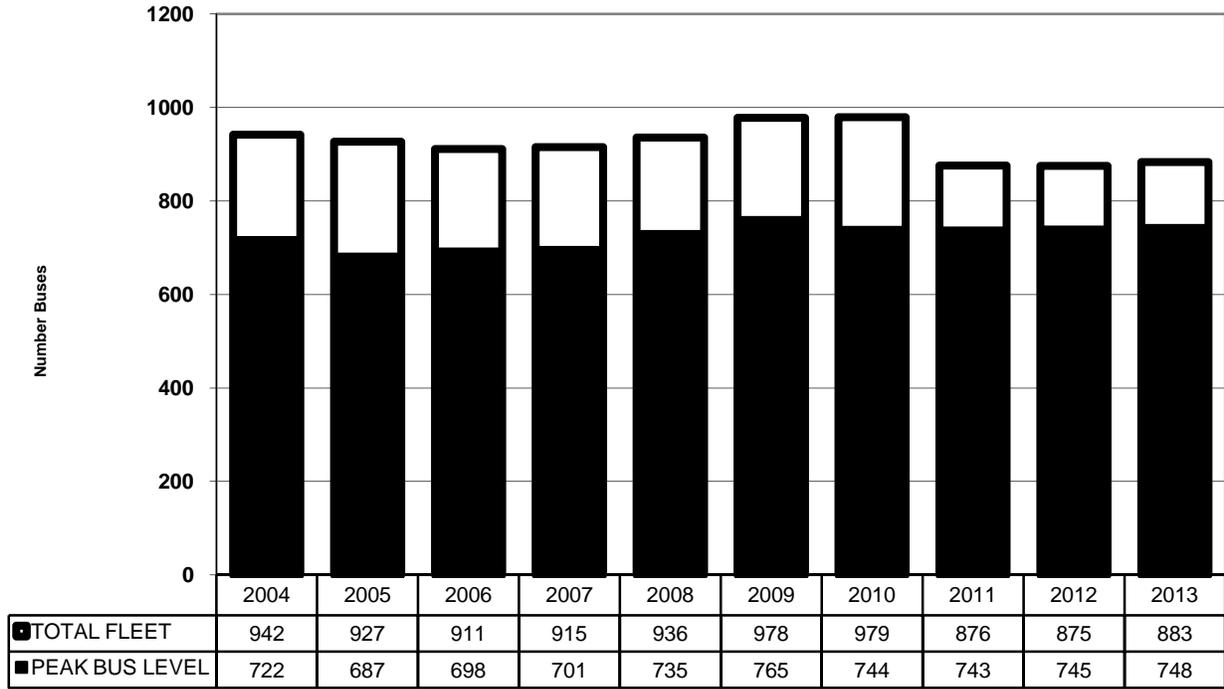
The Community Development 2013 operating expenditures and uses including Pass-Through and Debt Service expenses are \$102 million increasing approximately \$7 million (7.7%) as compared to prior year. Pass-Through expenditures and uses are projected to increase by \$10 million due to

additional federal funding for the HRA programs and increased Livable Communities Demonstration Account levy.

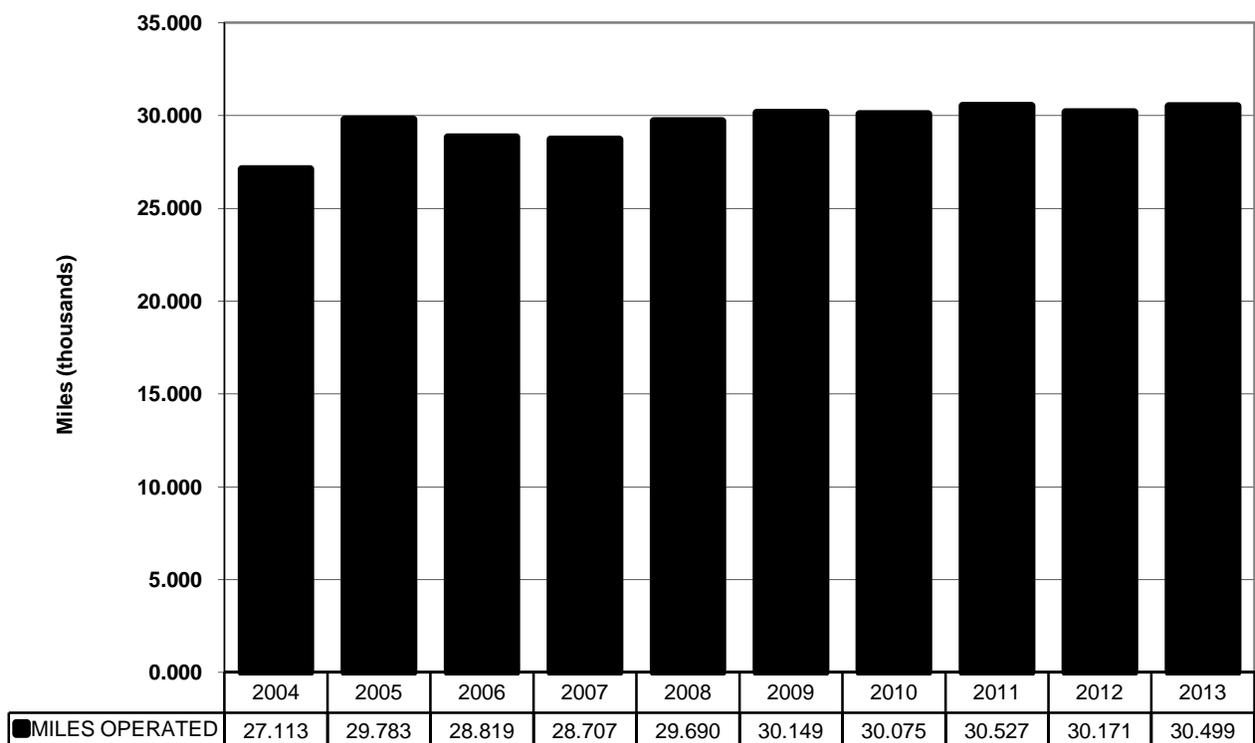
**STAFFING**

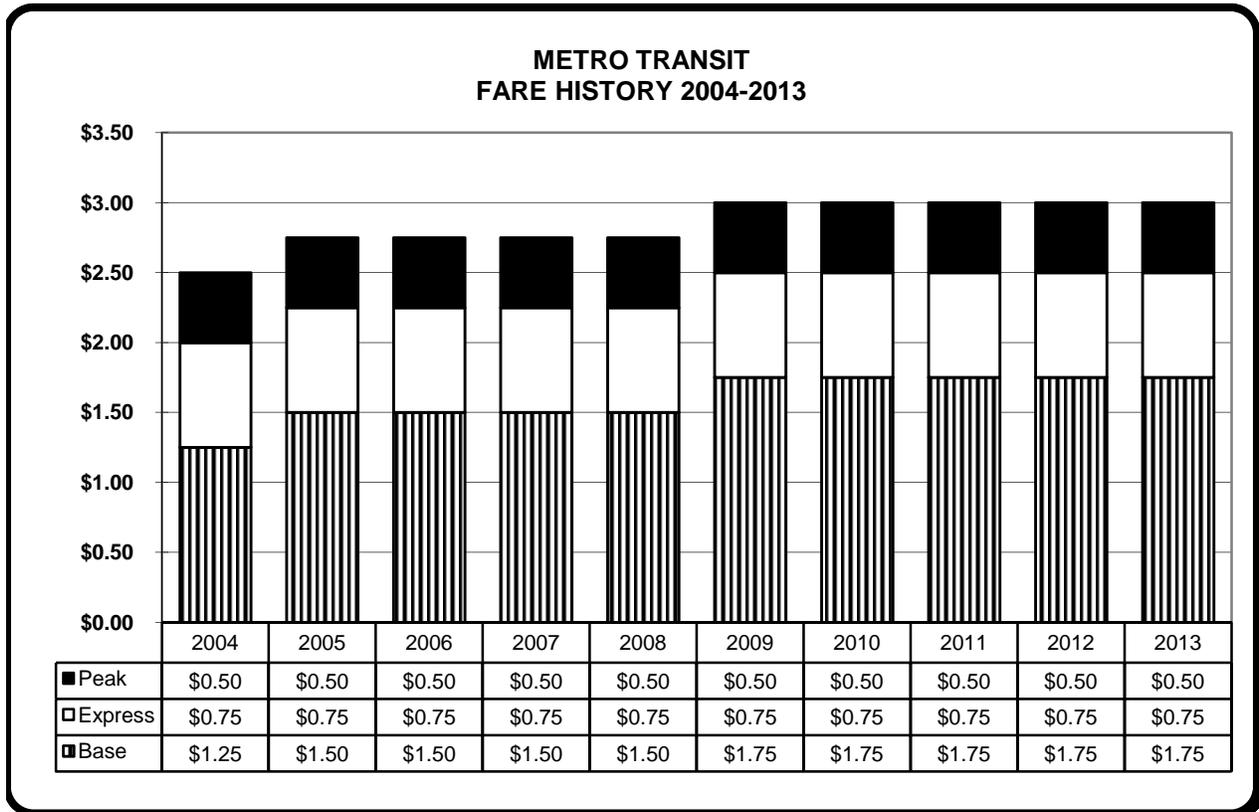
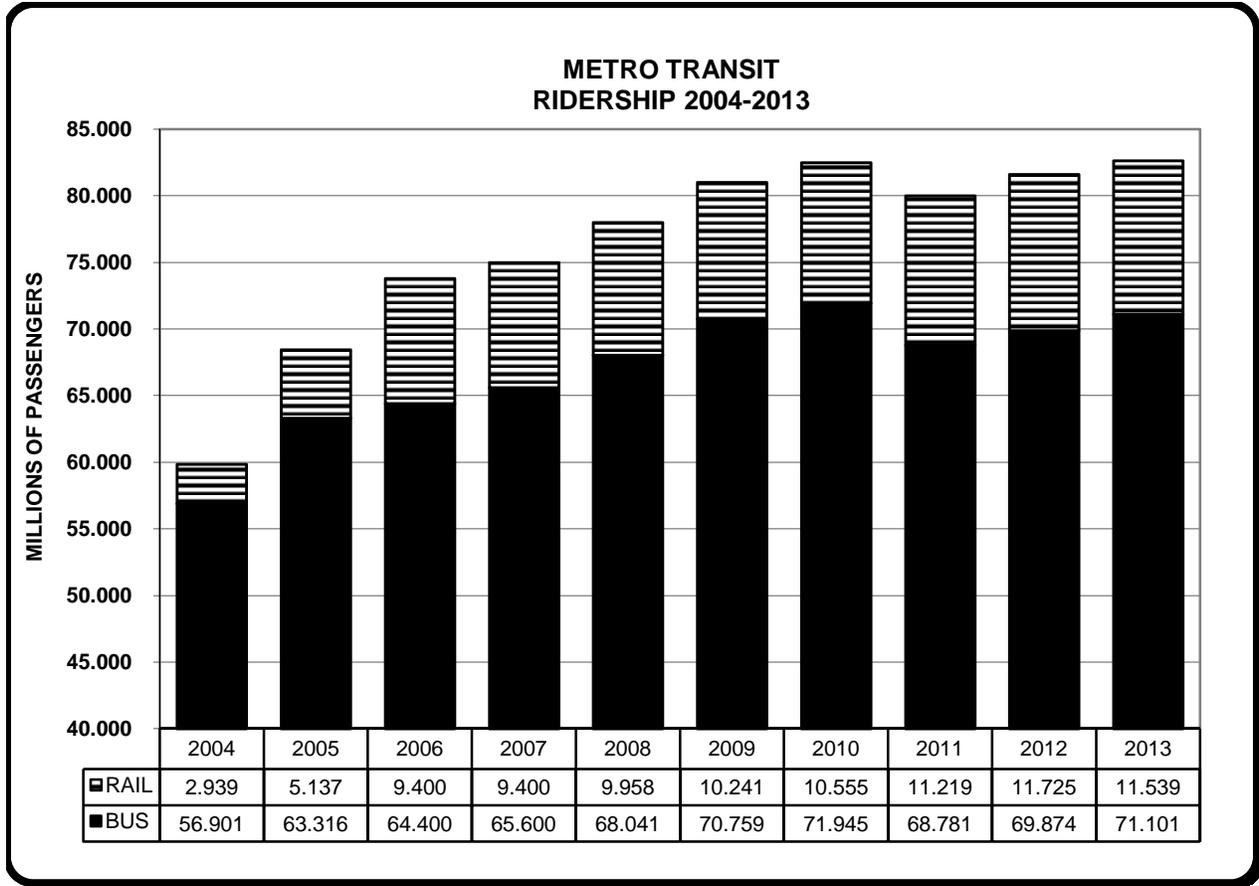
Community Development staff increased 3 FTE's with two new positions to increase the Council's research and policy development capacity and one position to identify the Council's role in the area of economic competitiveness.

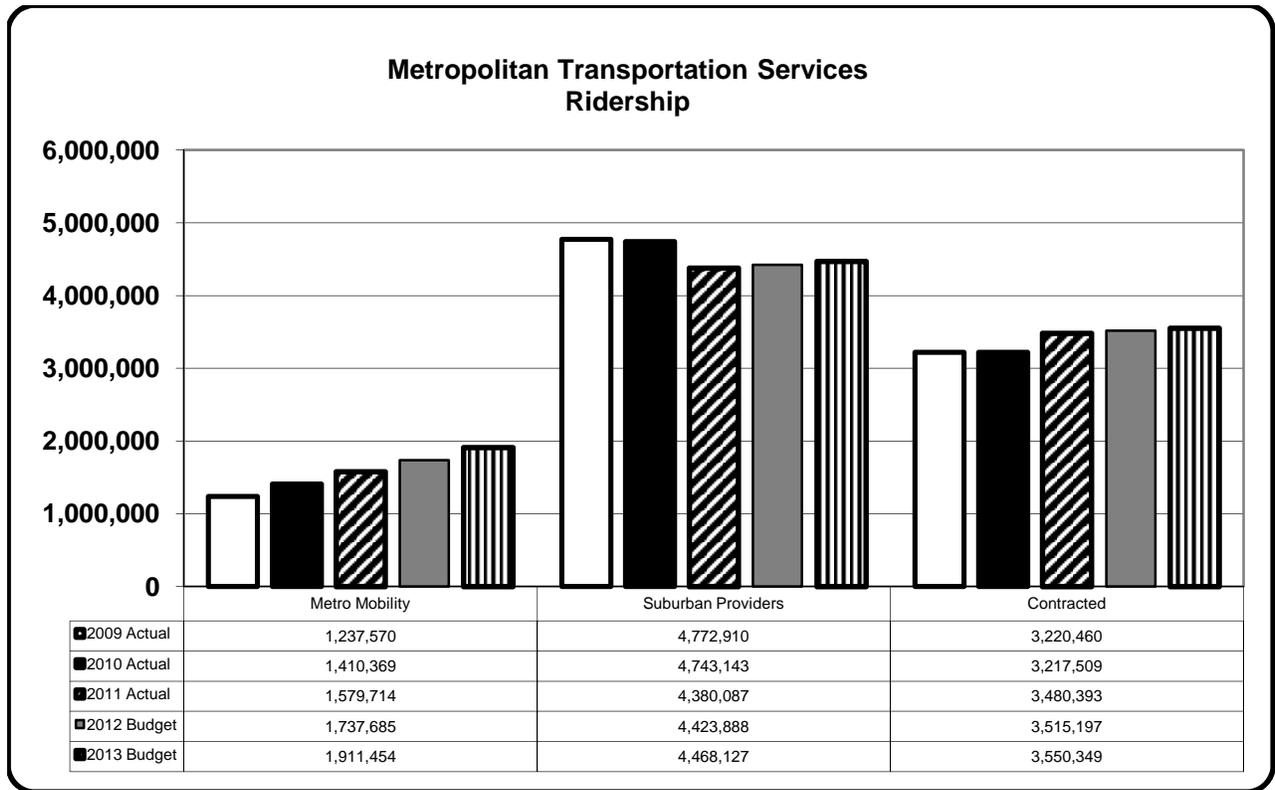
METRO TRANSIT  
FLEET SIZE AND PEAK BUS LEVEL 2004-2013



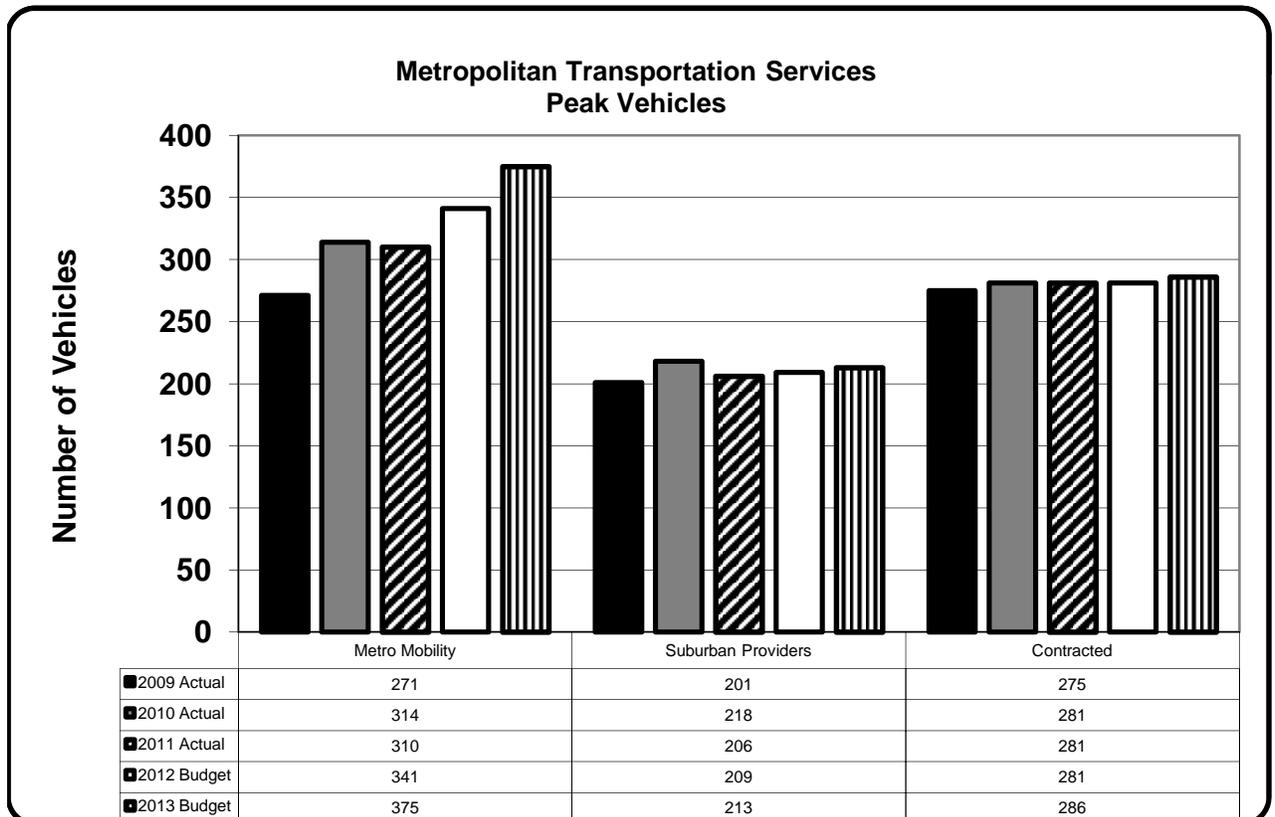
METRO TRANSIT  
TOTAL MILES OPERATED 2004-2013



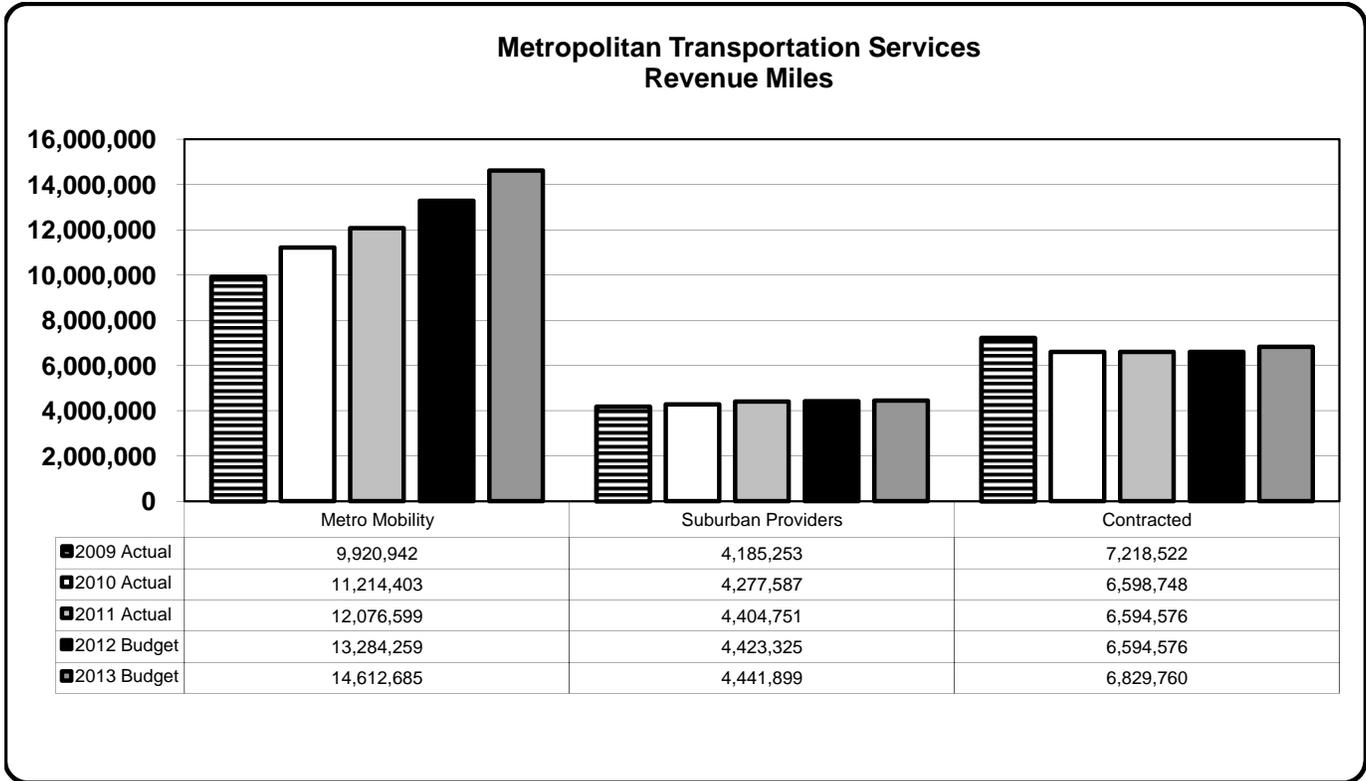




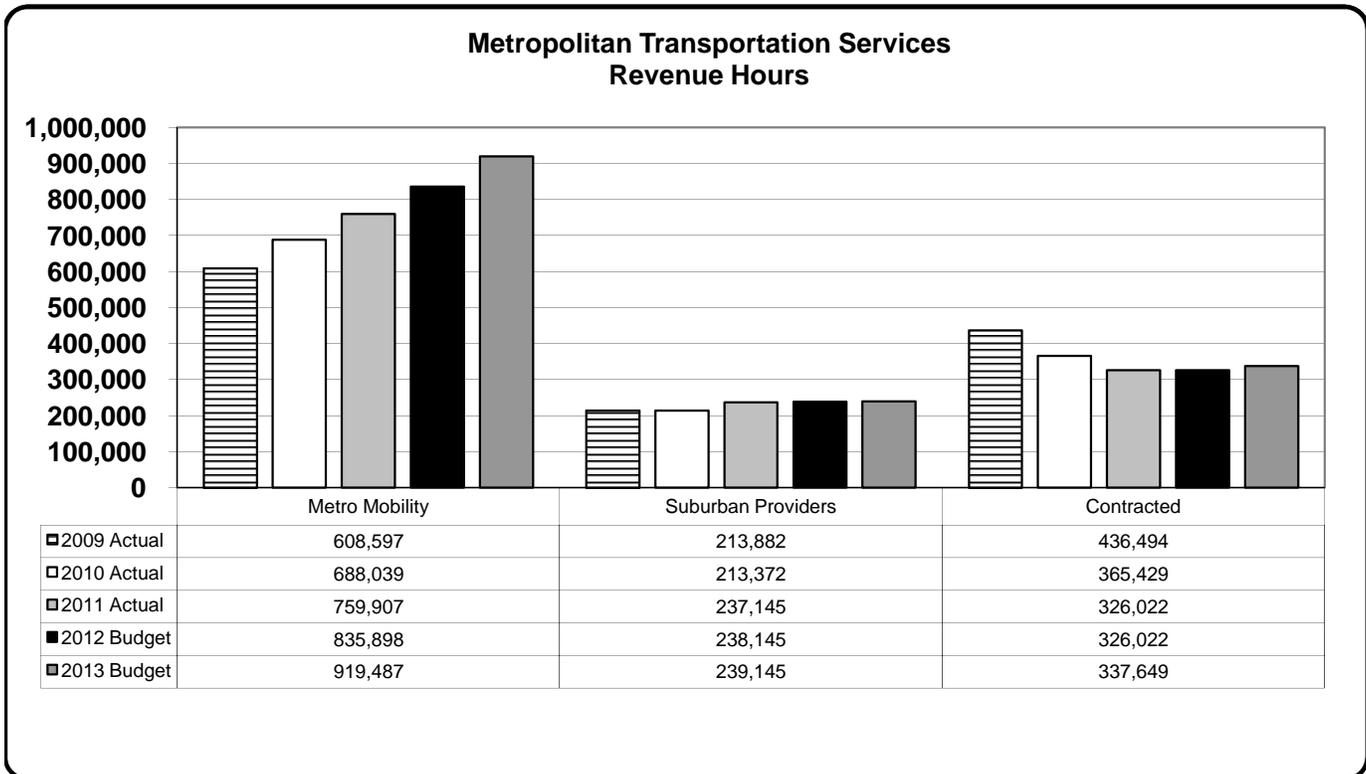
- 1 - Metro Mobility ridership includes only demand & agency ADA svcs prior to 2011. Excluded county ADA svcs were reported in the Contracted svcs section.
- 2 - Metro Mobility ridership includes all demand, agency and county ADA services in 2011 and beyond.
- 3 - Any services MTS or the Suburban Transit Providers (STP) do not subsidize are excluded from the graph. (i.e. U of M, Ramsey, NCDA)
- 4 - STP numbers exclude services provided by Metro Transit (i.e. Maple Grove) and services that they provide to MTS. (i.e. Lakeville/Cedar, Red Line)



- 1 - Peak vehicles for Contracted Services only contain buses. (volunteer vehicles are excluded)
- 2 - STP numbers exclude services provided by Metro Transit (i.e. Maple Grove) and services that they provide to MTS. (i.e. Lakeville/Cedar, Red Line)

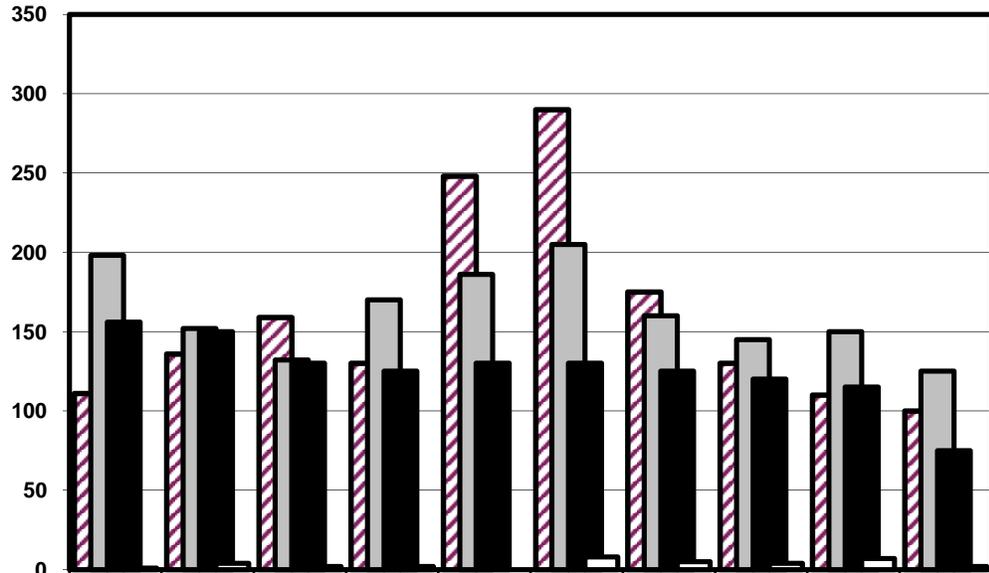


1 - STP numbers exclude services provided by Metro Transit (i.e. Maple Grove) and services that they provide to MTS. (i.e. Lakeville/Cedar, Red Line)



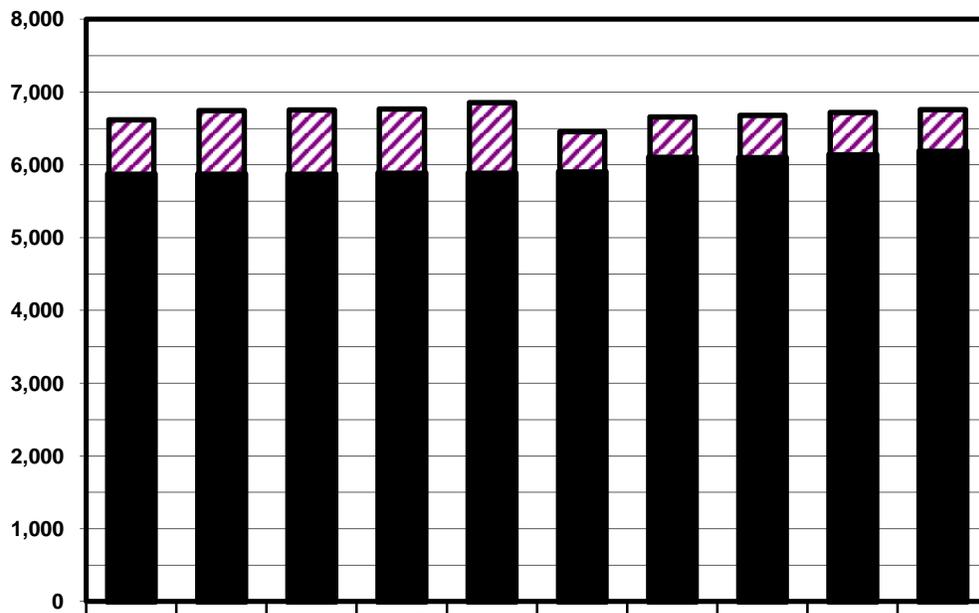
1 - STP numbers exclude services provided by Metro Transit (i.e. Maple Grove) and services that they provide to MTS. (i.e. Lakeville/Cedar, Red Line)

OFFICE OF LOCAL PLANNING ASSISTANCE  
REVIEWS AND REFERRALS



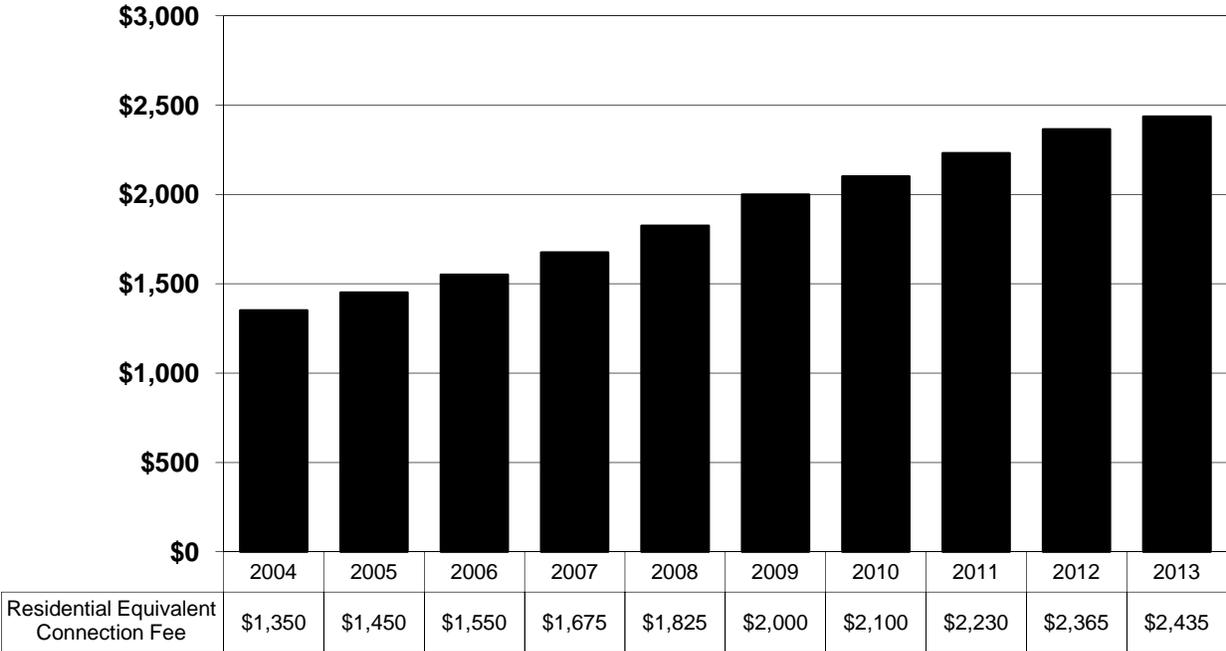
	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
Comp Plans	111	136	159	130	248	290	175	130	110	100
Other	198	152	132	170	186	205	160	145	150	125
EAW/EIS	156	150	130	125	130	130	125	120	115	75
Land Use Airport Search	1	4	2	2	0	8	5	4	7	2

NUMBER OF HRA ASSISTED HOUSEHOLDS

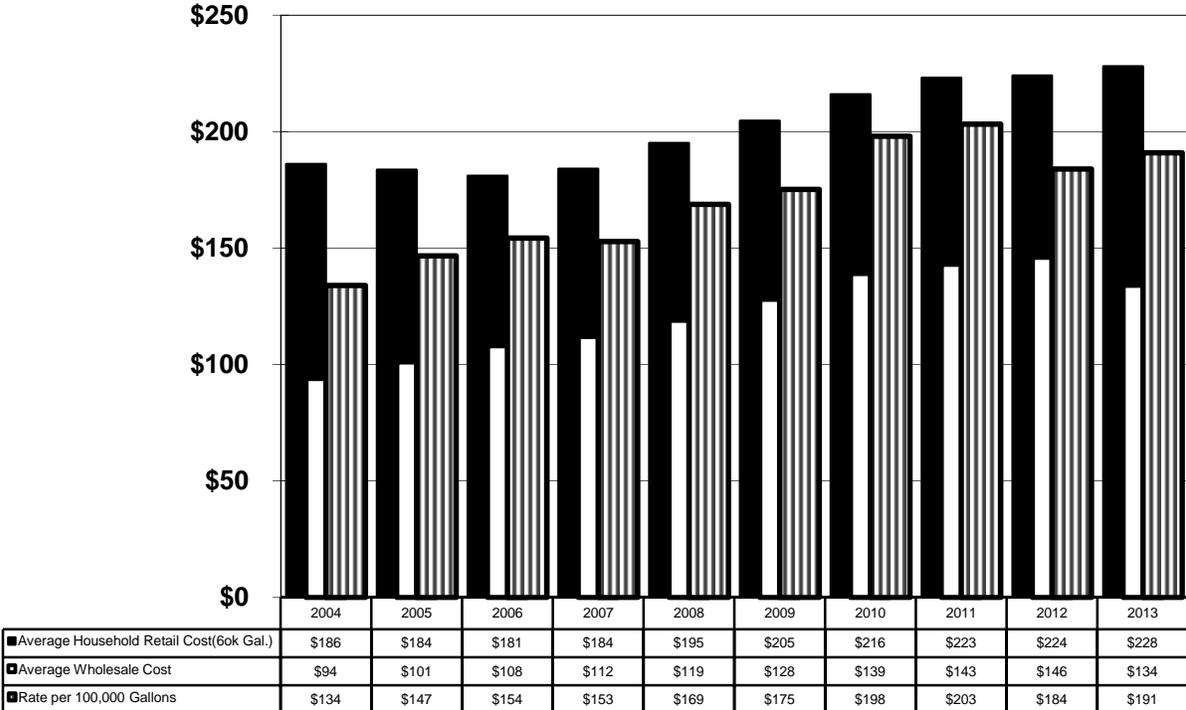


	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
*SPECIAL PROGRAMS	750	875	886	886	973	555	555	581	581	571
SECTION 8	5871	5871	5871	5885	5885	5904	6104	6101	6139	6189

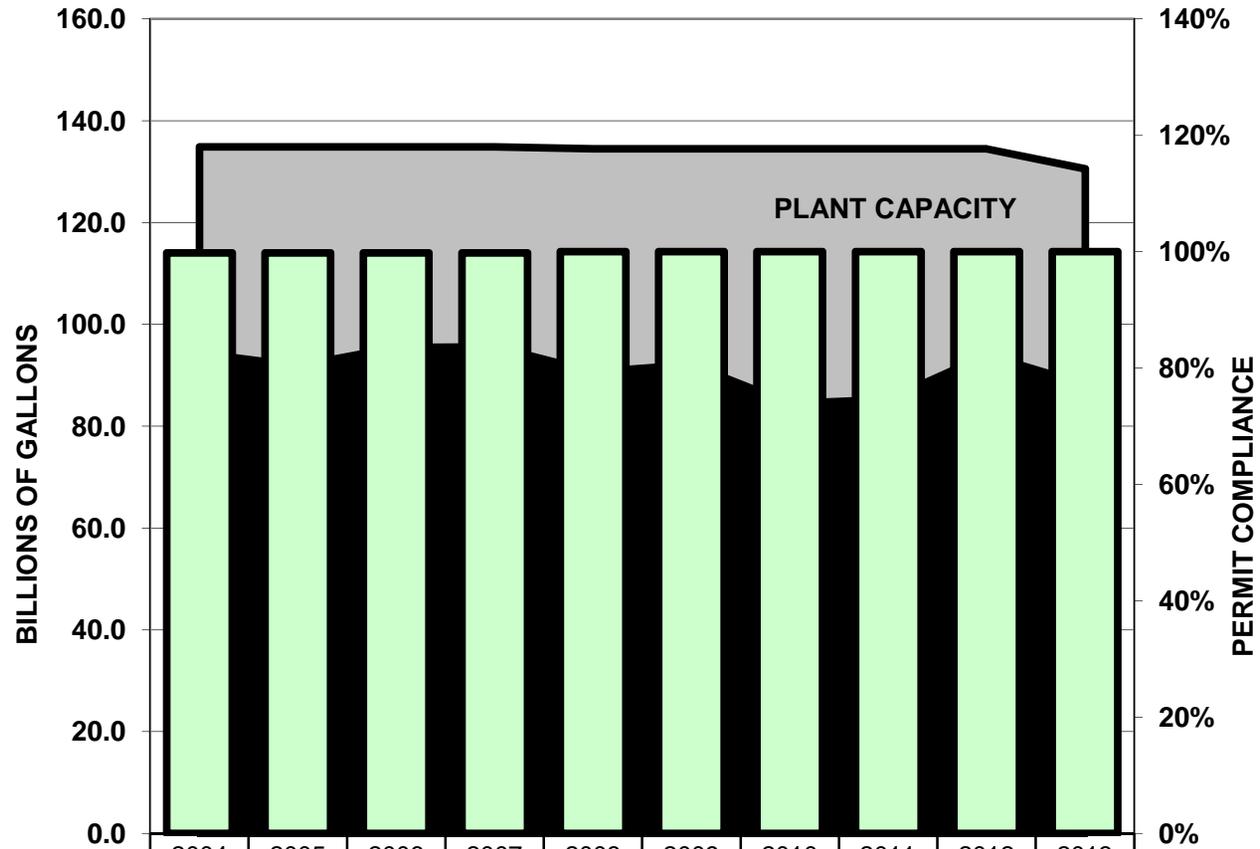
**Wastewater Services  
Service Availability Charge (SAC) per Unit**



**Wastewater Services Average Costs**



QUALITY COLLECTION AND TREATMENT OF WASTEWATER



■ TREATMENT PLANT CAP	134.9	134.9	134.9	134.9	134.5	134.5	134.5	134.5	134.5	130.6
■ ANNUAL FLOW VOLUME **	94.40	91.86	95.50	95.64	90.70	92.09	84.50	85.29	94.00	88.20
■ PERMIT COMPLIANCE *	99.8%	99.8%	99.8%	99.8%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%

\* 2012 Compliance to Date & 2013 Goal  
 \*\* 2013 AnnualFlow Volume is estimated

## **Legislative Requirement for Report on Consultant Activity**

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

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

## **Procurement Procedures**

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

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

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

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

### **Contents of Report**

The consulting and contractual services report consists of a summary plus supporting schedules presented by year for 2011, 2012 and 2013. The report for fiscal year 2011 and part of 2012 lists actual contracts including separate tables for Contracts \$50,000 or Greater and Contracts Less than \$50,000.

The report for fiscal year 2012 (adopted budget) and 2013 (proposed budget) reflects budgeted or proposed authority for anticipated consulting or contractual services for each of the Council's major divisions. As actual data becomes available, the budget data will be replaced with actuals.

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

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

**METROPOLITAN COUNCIL**  
**SUMMARY REPORT ON PROFESSIONAL/TECHNICAL SERVICES ACTIVITY**

APPENDIX F

<b>2011 Actual</b>							
Contract Amounts by Division	MCES	Metro Transit	Metropolitan Transportation Services	Metro HRA	Reg'l Admin + Community Development	Total	
Contracts, \$50,000 or Greater	\$ 14,243,996	\$ 2,433,312	\$ -	\$ -	\$ 1,282,959	\$ 17,960,267	
Contracts, \$2,500 - \$50,000	97,150	163,656	-	-	130,705	391,511	
Contracts, Less Than \$2,500	1,375	22,195	-	-	-	23,570	
<b>Total</b>	<b>\$ 14,342,521</b>	<b>\$ 2,619,163</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,413,664</b>	<b>\$ 18,375,348</b>	
<b>Percent of Total</b>							
Contracts, \$50,000 or Greater	99.3%	92.9%	-	-	90.8%	97.7%	
Contracts, \$2,500 - \$50,000	0.7%	6.2%	-	-	9.2%	2.1%	
Contracts, Less Than \$2,500	-	0.8%	-	-	-	0.1%	
<b>Total</b>	<b>100.0%</b>	<b>100.0%</b>	<b>-</b>	<b>-</b>	<b>100.0%</b>	<b>100.0%</b>	

<b>2012 Actual*</b>							
Contract Amounts by Division	MCES	Metro Transit	Metropolitan Transportation Services	Metro HRA	Reg'l Admin + Community Development	Total	
Contracts, \$50,000 or Greater	\$ 592,555	\$ 902,216	\$ -	\$ -	\$ 369,991	\$ 1,864,762	
Contracts, \$2,500 - \$50,000	90,000	22,450	-	-	91,500	203,950	
Contracts, Less Than \$2,500	-	780	-	-	-	780	
<b>Total</b>	<b>\$ 682,555</b>	<b>\$ 925,446</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 461,491</b>	<b>\$ 2,069,492</b>	
<b>Percent of Total</b>							
Contracts, \$50,000 or Greater	86.8%	97.5%	-	-	80.2%	90.1%	
Contracts, \$2,500 - \$50,000	13.2%	2.4%	-	-	19.8%	9.9%	
Contracts, Less Than \$2,500	-	0.1%	-	-	-	-	
<b>Total</b>	<b>100.0%</b>	<b>100.0%</b>	<b>-</b>	<b>-</b>	<b>100.0%</b>	<b>100.0%</b>	

\*Jan - June

## METROPOLITAN COUNCIL

### Report on Professional/Technical Services Activity - 2011 Greater Than \$50,000

Fund	Contract Number	Service Description	Vendor	Start Date	End Date	Contract Amount	Plan Holders	Proposers	Solicitation Method	Evaluation Criteria Used
<b>General Fund</b>										
100	10P258	Land Records Management Project	WSB & Associates, Inc.	8/29/2011	6/30/2012	179,482	18	4	Proposals	RFP-Non Brooks Act
100	11P031	One-Time Full Inventory and Annual Analysis for Fixed Assets	Hirons & Associates, Inc.	6/3/2011	6/30/2016	173,000		6	Other	RFP-Non Brooks Act
100	11P031	One-Time Full Inventory and Annual Analysis for Fixed Assets	Hirons & Associates, Inc.	6/3/2011	6/30/2016	173,000	11	6	Formal RFP	RFP-Non Brooks Act
100, 831	10P056	Phase II of Document Management Project	Advanced Strategies, Inc.	1/6/2011	12/31/2011	99,550	4	2	Formal RFP	RFP-Non Brooks Act
201	11P138	"A" Minor Arterial System Evaluation	SRF Consulting Group, Inc.	10/25/2011	6/30/2012	212,927	13	1	Formal RFP	RFP-Non Brooks Act
201	11P150	Evaluation of Ramsey County/Vikings Stadium Proposal	Kimley-Horn and Associates, Inc.	8/26/2011	12/12/2011	95,000	4	1	Proposals	RFP-Non Brooks Act
201, 8A3	10P301	Master Contracts 2010 for Design Services	SRF Consulting Group Inc.	1/20/2011	1/19/2014	350,000	56	32	Formal RFP	FTA
<b>General Fund Total</b>						<b>\$</b>	<b>1,282,959</b>			

## METROPOLITAN COUNCIL

### Report on Professional/Technical Services Activity - 2011 Greater Than \$50,000

Fund	Contract Number	Service Description	Vendor	Start Date	End Date	Contract Amount	Plan Holders	Proposers	Solicitation Method	Evaluation Criteria Used
<b>MCES</b>										
610	11P128	Water Quality Data Review System	Aquatic Informatics Inc	9/29/2011	12/31/2014	184,365	NA	NA	Cooperative Pr	NA
619	10P259	Stormwater Reuse Planning	Camp Dresser & McKee Inc. (CDM)	1/18/2011		87,470	22	9	Formal RFP	RFP-Non Brooks Act
631	10P216	Full Service Consultants - Master Contracts	Wenck Associates Inc.	3/14/2011	3/31/2014	200,000	29	11	Formal RFP	RFP-Non Brooks Act
631	10P224A	Full Service Contracts - Interceptor Rehab Projects (Master Contracts)	Brown and Caldwell	2/22/2011	1/31/2016	1,000,000	14	12	Formal RFP	RFP-Non Brooks Act
631	10P224B	Full Service Contract - Interceptor Rehab Projects (Master Contract)	Foth Infrastructure & Environment LLC	3/3/2011	12/31/2016	500,000	14	12	Formal RFP	RFP-Non Brooks Act
631	10P224C	Full Service Contract - Interceptor Rehab Projects (Master Contract)	Toltz King Duvall Anderson and Associates Inc. (TKDA)	3/3/2011	12/31/2016	500,000	14	12	Formal RFP	RFP-Non Brooks Act
631	11P038	MCES Solids Processing Improvements	Brown and Caldwell	7/5/2011	6/30/2016	5,500,000	22	4	Formal RFP	RFP-Non Brooks Act
631	11P038	MCES Solids Processing Improvements	Brown and Caldwell	7/5/2011	6/30/2016	5,500,000	22	4	Formal RFP	RFP-Non Brooks Act
641	09P235	East Bethel Reclaimed Water Distribution	Bolton & Menk Inc. - Chaska	4/12/2011	6/30/2014	572,161	28	8	Formal RFP	RFP-Non Brooks Act
641	10P053B	Land Acquisition and Appraisal Services - Master Contracts	Lake State Realty Services	5/16/2011	1/31/2014	200,000	24	12	Formal RFP	RFP-Non Brooks Act
<b>MCES Total</b>						<b>\$ 14,243,996</b>				

# METROPOLITAN COUNCIL

## Report on Professional/Technical Services Activity - 2011 Greater Than \$50,000

Fund	Contract Number	Service Description	Vendor	Start Date	End Date	Contract Amount	Plan Holders	Proposers	Solicitation Method	Evaluation Criteria Used
<b>MT</b>										
371, several	11P064A	Financial Advisor (Bond Consultant)	Springsted, Inc.	7/11/2011	6/30/2016	350,000	7	6	Formal RFP	RFP-Non Brooks Act
498, 499	11P064B	Financial Advisor (Bond Consultant)	Public Resources Advisory Group	7/20/2011	6/30/2016	100,000	7	6	Formal RFP	RFP-Non Brooks Act
702	10P310	Master Contracts 2010 for Design Services	Wendel Duchsherer	2/11/2011	2/10/2014	250,000	56	32	Formal RFP	FTA
703	10P324	Master Contract 2011 - 2013 for On-Call Systems Engineering Services-LTK.	LTK Engineering Services	2/7/2011	2/7/2013	125,000	19	8	Formal RFP	RFP-Brooks Act
703	10P325	Master Contract 2011 - 2013 for On-Call Systems Engineering Services-AECOM.	AECOM Technical Services	5/2/2011	5/13/2011	125,000	19	8	Formal RFP	RFP-Brooks Act
703	10P326	Master Contract 2011 - 2013 for On-Call Systems Engineering Services-RSS.	Rail Systems Solutions LLC	2/7/2011	2/7/2013	125,000	19	8	Formal RFP	RFP-Brooks Act
703	10P327	Master Contract 2011 - 2013 for On-Call Systems Engineering Services-TKDA.	Toltz King Duvall Anderson and Associates Inc. (TKDA)	2/7/2011	2/7/2013	125,000	19	8	Formal RFP	RFP-Brooks Act
710	10P247	Heywood II Garage-Conceptual Design	Wendel Duchsherer	1/24/2011	6/15/2011	249,980	36	5	Formal RFP	FTA-Brooks Act
710	11P001	Park and Ride at Rice Street and 36th.	EVS Inc. (formerly Enviroscience)	4/11/2011	7/31/2012	99,661	17	8	Formal RFP	RFP-Non Brooks Act
711	10P307	Master Contracts 2010 for Design Services	URS Inc.	2/23/2011	2/22/2014	350,000	56	32	Formal RFP	FTA
831	10P056	Phase II of Document Management Project	Advanced Strategies Inc.	1/7/2011	12/31/2011	99,550	18	2	Proposals	RFP-Non Brooks Act
873	11P040	Independent Testing Lab - HLRT O&M Facility Expansion	Braun Intertec Corporation	6/15/2011	12/31/2012	84,121	4	3	Quotes	Quotes-Low price

## METROPOLITAN COUNCIL

### Report on Professional/Technical Services Activity - 2011 Greater Than \$50,000

Fund	Contract Number	Service Description	Vendor	Start Date	End Date	Contract Amount	Plan Holders	Proposers	Solicitation Method	Evaluation Criteria Used
884	10P302	Master Contracts 2010 for Design Services-AECOM	AECOM	5/22/2011	5/2/2014	350,000	56	32	Formal RFP	FTA

**MT Total \$ 2,433,312**

**Total All Funds \$ 17,960,267**

# METROPOLITAN COUNCIL

## Report on Professional/Technical Services Activity - 2011 Less Than \$50,000

Fund	Issued Date	Vendor	PO Number	Description	Contract Amount
<b>General Fund</b>					
<b>Contracts between \$2,500 - \$50,000</b>					
100	10/18/2011	Milestone Group LLP	11007366	Design and facillitate a strategic planning process for the Metropolitan Council	3,200
100	5/11/2011	TEKSystems	11P072	Project Manager for Enterprise Applications	30,005
100	7/7/2011	Mid-America Business Systems	11004767	Proof of concept for electronic Procurement workflow in Application Extender	20,000
100	5/2/2011	Soldo Consulting	11P043	Investigative Services	25,000
100	10/19/2011	Lynn and Associates	11007420	Consulting services to facilitate Communications dept. to maintain a high level of internal/e	2,500
201	10/31/2011	Zan Associates	10P055A	Consultant Services for Development of Transitways Guidelines	50,000
Subtotal Contracts, \$2,500 - \$50,000					\$ 130,705
<b>General Fund Total</b>					<b>\$ 130,705</b>
<b>MCES</b>					
<b>Contracts between \$2,500 - \$50,000</b>					
631	1/7/2011	CNH Architects Inc	10P225	RMF Building Addition	47,150
641	5/20/2011	TurnKey Appraisals LLC	10P053C	Land Acquisition and Appraisal Services - Master Contracts	50,000
Subtotal Contracts, \$2,500 - \$50,000					\$ 97,150
<b>Contracts Less Than \$2,500</b>					
610	12/19/2011	LLS Resources	11008884	General assistance for energy planning. Includes meeting prep and travel	375
641	12/28/2011	Old Republic National Title	11009100	Title work for duplexes on Blake Road in Hopkins (Project #804120)	1,000
Subtotal Contracts, Less Than \$2,500					\$ 1,375
<b>MCES Total</b>					<b>\$ 98,525</b>
<b>MT</b>					
<b>Contracts between \$2,500 - \$50,000</b>					
710	11/7/2011	Trustwave	11P059	PCI Compliance Services	45,000
728	2/7/2011	SRF Consulting Group Inc.	11P025	Central Corridor LRT Project - Environmental Assessment	44,656
702	4/25/2011	IT Directions	11P063	Consulting for Software Support Agreement	24,000
371, several	8/9/2011	Ehlers and Associates	11P064C	Financial Advisor (Bond Consultant)	50,000
Subtotal Contracts, \$2,500 - \$50,000					\$ 163,656
<b>Contracts Less Than \$2,500</b>					
702	5/17/2011	CB Richard Ellis	0000162346	Consulting, Woodbury Real Estate Analysis	450

## METROPOLITAN COUNCIL

### Report on Professional/Technical Services Activity - 2011 Less Than \$50,000

Fund	Issued Date	Vendor	PO Number	Description	Contract Amount
8A2	4/22/2011	Knutson, James	0000161713	Design services for temp offices at MOW for Southwest offices	1,800
710	1/10/2011	AECOM, Inc	0000158663	Architectural Assessment	2,400
702	3/7/2011	Knutson, James	0000160429	Design services for re-work in HR area	2,460
710	5/2/2011	Toltz King Duvall Anderson (TKDA)	0000161955	Engineering Services For MJR Compressor Project	2,400
702	5/6/2011	Knutson, James	0000162087	Design Services for re-work for offices at FTH Bldg	420
702	5/6/2011	Knutson, James	0000162089	Design services for MJR offices re-design	1,980
702	5/12/2011	Knutson, James	0000162213	Design services for OHB 3 offices re-design for Mary Jorganson	720
702	11/17/2011	Knutson, James	0000166846	Design services for re-working the Dispatch area	2,000
8C6	9/13/2011	Hanse Thorp Pellinen Olson Inc.	0000165127	Professional Surveying Services	950
7C2	11/16/2011	Knutson, James	0000166779	Interior Design Services for SW LRT site selection	2,275
703	12/6/2011	Toltz King Duvall Anderson (TKDA)	0000167200	Engineering service for concret repair at O&M apron M1, M2	2,180
702	5/11/2011	Knutson, James	0000162200	Design Services for walk thru of floors 1-5 to upday AutoCad Drawings	2,160
Subtotal Contracts, Less Than \$2,500					\$ 22,195
<b>MT Total</b>					<b>\$ 185,851</b>
<b>Total All Funds</b>					<b>\$ 415,081</b>

# METROPOLITAN COUNCIL

## Report on Professional/Technical Services Activity - 2012 Greater Than \$50,000

Fund	Contract Number	Service Description	Vendor	Start Date	End Date	Contract Amount	Plan Holders	Proposers	Solicitation Method	Evaluation Criteria Used
<b>General Fund</b>										
100	11P168	Employee Benefits	Kelly, Hannaford & Battles, P.A.	3/28/2012	12/31/2014	75,000	NA	NA	Other (Legal Ser	NA
100	12P017	Asian Carp Project	Economic Development Services Inc.	3/5/2012	5/31/2012	70,000	11	1	Proposals	RFP-Non Brooks Act
100	12P051	Council Wide Transit-Oriented Development Strategic Action Plan	Parsons Brinckerhoff Quade & Douglas, Inc.	6/22/2012	7/1/2013	99,991	24	4	Formal RFP	RFP-Non Brooks Act
100	12P095	Environmental Services, EPA, and Other Air Quality Matters	Bloomberg & Podpeskar LLP	4/23/2012	12/31/2015	125,000	NA	NA	Other (Legal Ser	NA
<b>General Fund Total</b>						<b>\$ 369,991</b>				
<b>MCES</b>										
610	11P186	Twin Cities Metro Area Regional Groundwater Flow Model Update	Barr Engineering Company	2/9/2012	1/31/2017	314,570	10	1	Formal RFP	RFP-Non Brooks Act
610	11P187	Twin Cities Metro Area Regional Recharge Model Update	Barr Engineering Company	2/13/2012	2/28/2014	88,165	8	2	Formal RFP	RFP-Non Brooks Act
610	11P207	Energy Tariff and Financial Assistance	LLS Resources	3/29/2012	3/1/2015	100,000	9	3	Formal RFP	RFP-Non Brooks Act
631	12P013	SAC Criteria and I/I Goals Study	Landform Engineering Co.	4/20/2012	9/14/2012	89,820	4	4	Proposals	RFP-Non Brooks Act
<b>MCES Total</b>						<b>\$ 592,555</b>				
<b>MT</b>										
71G	12P124	Business Impacts SEIS	SRF Consulting Group, Inc.	6/12/2012	12/31/2001	190,000	NA	NA	Sole source	Sole Source
762	11P205	Minnetonka Transit Study	Nelson/Nygaard Consulting	2/9/2012	8/29/2012	78,918	8	3	Proposals	RFP-Non Brooks Act

## METROPOLITAN COUNCIL

### Report on Professional/Technical Services Activity - 2012 Greater Than \$50,000

Fund	Contract Number	Service Description	Vendor	Start Date	End Date	Contract Amount	Plan Holders	Proposers	Solicitation Method	Evaluation Criteria Used
7A6	11P037	Southwest Transitway Project-Phase 1 and 2 Archeological Survey	SWCA Environmental Consultants	4/24/2012	12/31/2012	219,160	7	3	Formal RFP	RFP-Brooks Act
7C4	11P230	Northstar-Ramsey Station	SRF Consulting Group, Inc.	2/10/2012	7/1/2013	223,547	8	3	Formal RFP	RFP-Non Brooks Act
8D6	11P236	Maplewood Mall Transit Center Parking Structure	American Engineering Testing, Inc.	4/27/2012	1/31/2013	190,591	10	5	Formal RFP	RFP-Brooks Act
<b>MT Total</b>						<b>\$ 902,216</b>				
<b>Total All Funds</b>						<b>\$ 1,864,762</b>				

# METROPOLITAN COUNCIL

## Report on Professional/Technical Services Activity - 2012 Less Than \$50,000

Fund	Issued Date	Vendor	PO/Contract Number	Description	Contract Amount
<b>General Fund</b>					
100	2/1/2012	Sogetti USA LLC	11P051A	SharePoint Implementation	20,000
100	2/8/2012	Van Iwaarden Associates	11P227	Actuarial Assessment of Other Post Employment Benefits	22,000
100	6/29/2012	NCompass Technologies	12P071	2010 Census Geography Alignment	49,500
<b>General Fund Total</b>					<b>\$ 91,500</b>
<b>MCES</b>					
641	5/25/2012	Stantec Consulting Services	12P089B	MWWTP Nutrient Removal	45,000
641	6/4/2012	Barr Engineering Company	12P089A	MWWTP Nutrient Removal	45,000
<b>MCES Total</b>					<b>\$ 90,000</b>
<b>MT</b>					
702	4/26/2012	Upper Midwest Community Policing Institut	12P023	Evaluation of Metro Transit Police Department Operations	19,950
702	5/17/2012	Knutson, James	0000171559	Design services for Maintenance shop at East Metro	2,500
702	3/5/2012	Knutson, James	0000169507	Design services to re-work 3 offices at OHB	780
<b>MT Total</b>					<b>\$ 23,230</b>
<b>Total All Funds</b>					<b>\$ 204,730</b>

Report on Professional/Technical Services Activity Environmental Services

APPENDIX F

Unit	Expense Type	Description	2012 Budget	2013 Budget
<b>Treatment Services</b>				
	Ash Removal	Seneca Ash Removal	\$ 30,000	\$ 32,000
	Ash Removal	Metro Ash Removal	327,500	342,000
	Consultant	EMA -Treatment Ops Plan & Proj Mgmt Skill Dvlpmnt	125,000	80,000
	Consultant	Authoring Tool Project, EMA OWSR, FRMS	-	190,000
	Equip.Repair	Metro Cetrifuge, HVAC,Compressors, Aeration Dif.,	136,500	-
	Equip.Repair	Seneca Centrifuge Rehabilitation	-	240,000
	Equip.Repair	Blue Lake Various	-	60,000
	Equip.Repair	Other Plants-Process Equip, Other	83,300	285,150
	Engineering	Maintenance Support	2,500	3,600
	Janitorial	All plants- Janitorial	121,800	154,881
	Laboratory	Alum/Ferric Recycle,PFC,Nitrogen Removal, Ash	116,450	105,500
	Laundry	All Plants Laundry	66,650	66,550
	Maintenance	Maintenance Pool for Projects, Chemicals not Budgeted	821,000	366,000
	Maintenance	Metro Liquids CM, PM Grit Chmbrs, Bar Screens, Conveyors	403,000	242,000
	Maintenance	Metro Solids Buildings & Grounds GRT Roof	-	20,000
	Maintenance	Metro Solids HVAC Steam Trap, Pressure Stations	520,000	370,000
	Maintenance	Metro Solids Electrical PM	-	130,000
	Maintenance	Maintenance BU	43,000	-
	Maintenance	MBU Metro Grounds	30,000	-
	Maintenance	Supp Serv Process Computer Equipment, R & D	5,000	-
	Maintenance	Blue Lk Elevator, HVAC, Valves,Pumps,Spiller, Hydrant, Grounds,ZglrCat	129,500	174,500
	Maintenance	Seneca Elevator, HVAC, Grounds, Electrical PM, Valves, Aerators	261,000	334,100
	Maintenance	Empire Air Conditioning, Doors,Grounds, Electrical PM	275,000	-
	Maintenance	Empire Painting Digester Building and other areas, Arc Flash mitigation, Electrical PM	-	341,867
	Maintenance	Eagles Point -Heaters, Blowers, Pumps, Electrical PM	43,000	136,120
	Maintenance	Hastings Heaters, Blowers, Pumps, Electrical PM	135,700	263,180
	Maintenance	Paving Projects - All Plants	-	450,000
	Maintenance	Painting Projects - All Plants	-	200,000
	Maintenance	St Croix Heaters, Blowers, Pumps, Electrical PM	87,100	169,700
	Maintenance	Contingency Funding - All Plants	-	367,133
	Contracted Services Other	Metro Liquids-Equipment Operations	62,000	-
	Contracted Services Other	Metro Liquids-Equipment Maintenance	190,000	304,000
	Contracted Services Other	Maintenance Pool for Projects	-	800,000
	Contracted Services Other	Metro Liquids -Training, Grit Removal, Scum supplies,Fire Ext Tests	1,000	-
	Contracted Services Other	Metro Solids-Equipment Operations	186,500	283,500
	Contracted Services Other	Metro Solids-Misc Equipment Maintenance	220,000	412,500
	Contracted Services Other	Metro Solids Scum Project	-	90,000
	Contracted Services Other	Metro Solids Ash loadout, Misc Valve Repairs, Reverse Osmosis contract, misc	-	53,000
	Contracted Services Other	Metro Solids Moorhead Contract for FBR Boiler Repairs	-	50,000
	Contracted Services Other	Metro Solids Schlomka Vacuum Truck Services	-	60,000
	Contracted Services Other	Metro Solids Waste Disposal	-	7,500
	Contracted Services Other	Metro Solids Admin,Gravity Sump,HVAC, Piping,Centrifuge, Alfa Laval	40,000	-
	Contracted Services Other	Blue Lake Water, Oil, Waste Disposal	2,000	10,500
	Contracted Services Other	Blue Lake Equipment Repair	21,000	-
	Contracted Services Other	Seneca Sand & Salt, Water, Waste Disposal	57,000	-
	Contracted Services Other	Seneca Centrifuge Facility Overhaul, Engineering Services, Barscreen Rigging	-	158,000
	Contracted Services Other	Empire Fire Extg Pest Cntrl, Gen.Tank, Sky Lights	99,000	60,000
	Contracted Services Other	Eagles Point Fire Extng, Pests, Grounds,Sludge Pumping	16,500	30,000

**Report on Professional/Technical Services Activity Environmental Services**

**APPENDIX F**

<b>Unit</b>	<b>Expense Type</b>	<b>Description</b>	<b>2012 Budget</b>	<b>2013 Budget</b>
<b>Treatment Services Continued</b>				
Contracted Services Other	Hastings Fire Extng, Pests, Grounds,Sludge Pumping, Misc		13,070	43,000
Contracted Services Other	St Croix Point Fire Extng, Pests, Grounds,Sludge Pumping		9,200	15,000
Contracted Services Other	BUC & Mgr PDI Assessments, Admin Bldg Pest Control		55,350	75,400
Contracted Services Other	Supp Serv Air Permit Support, Performance Tracking		40,000	65,000
Contracted Services Other	Supp Serv Process Instrument ,Diffuser, Bio-P Evaluation		75,000	70,000
Contracted Services Other	Supp Serv Energy B & C Project,Automated Billing		79,000	75,000
Contracted Services Other	Supp Serv Data Integration Consulting		90,000	100,000
Contracted Services Other	Supp Serv Proc Computer Inventory and Disposal		50,000	-
Contracted Services Other	R & D Corrosion and aeration studies		22,000	-
Contracted Services Other	Maintenance BU, Warehouse, Fleet, Admin		51,000	-
Contracted Services Other	East Bethel Sludge and Waste Hauling		-	141,000
Sludge Removal	All Plants		278,110	92,500
Solid Waste Removal	All plants -Refuse, Bulbs, Cardboard		413,607	633,200
Printing	Copiers		39,272	31,150
Security	Metro, Blue Lk, Seneca, Empire		720,390	773,600
Software Maintenance	Business Objects, Wonderware, Anti Virus, ETL		110,000	258,000
Biosolids Recycling	Blue Lake-NEFCO		2,200,000	2,414,000
Contract Serv Safety	Empire Plant, Other East Plants		72,850	69,000
Equip Rental/Lease	Metro Plant-2 generators Spring effluent pumping		2,000	5,000
<b>Total Treatment Services</b>			<b>\$ 8,978,849</b>	<b>\$ 12,304,131</b>

**ES Wide and General Mgrs Office**

Printing	Copying		\$ 8,500	\$ 3,850
Contracted Services Other	Material Safety Data,Survey		4,000	40,265
ES Safety Contracted Serv.	Safety Training, Mgmt System and Fit Testing		35,000	35,000
Consultant	Contingency		25,000	25,000
Contracted Services Other	Contingency		25,000	10,000
Consultant	Energy & Wastewater Serv. Analysis		40,000	40,000
Consultant	Budget Software Analysis		-	15,000
Legal	Bond Counsel		10,000	-
Legal	Miscellaneous		-	45,000
Legal	PFOS Litigation		-	850,000
Contracted Services Other	InMagic; Division-wide Document Mgmt Scanning Services		-	17,000
Contracted Services Other	Energy Services Analysis		-	29,595
Equipment Repair	Contingency		1,000	1,000
Contracted Services Other	Security Wiring closets,T1 Lines		30,000	-
Legal	Insurance Legal Workers Comp		25,000	25,000
Insurance	Insurance		1,133,000	989,095
Maintenance	Contingency Savings		-	-
<b>Total ES Wide and General Mgrs Office</b>			<b>\$ 1,336,500</b>	<b>\$ 2,125,805</b>

**Report on Professional/Technical Services Activity Environmental Services**

**APPENDIX F**

<b>Unit</b>	<b>Expense Type</b>	<b>Description</b>	<b>2012 Budget</b>	<b>2013 Budget</b>
<b>Technical Services</b>				
	Printing	Printing	\$ 9,800	\$ 7,500
	Janitorial	Janitorial Project Sites	22,000	25,000
	Maintenance	Project Sites Office Space & Equipment	5,500	7,000
	Contracted Services Other	Special Needs	3,000	-
	Duplicating	Miscellaneous	-	2,000
	Contracted Services Other	Replace Metro Plant CFO floor	25,000	18,000
	Equip Rental/Lease	Wide Printer Leases	10,000	14,000
<b>Total Technical Services</b>			<b>\$ 75,300</b>	<b>\$ 73,500</b>
 <b>Interceptor Services</b>				
	Construction Contract	Septage Site (2011), RMF Expansion Support (2012)	\$ 20,000	\$ -
	Consultant	SCADA Support, Routing Study, O & M	70,000	75,000
	Computer Serv. Leased	Cimplicity Licenses	30,000	10,000
	Consultant	Testing & Analysis	5,000	-
	Consultant	Reliability Centered Maintenance Support	3,000	10,000
	Consultant	Support for Small O & M Improvements	-	60,000
	Contracted Services Other	Gopher1 Call, KorTerra Locate Software, Security, Odor Hotline	75,000	91,500
	Contracted Services Other	Railroad Leases, Locating, TV Truck Equip. Repair	70,000	75,000
	Contracted Services Other	Potholes, locates ,CCTV	5,000	260,000
	Engineer	Engineering Cleanings Mgmt Study, CMOM Assist.	50,000	-
	Engineer	RMF Improvements	10,000	10,000
	Engineer	Rehab Support	5,000	-
	Janitorial	Janitorial	26,500	22,000
	Laundry	Laundry	15,000	15,000
	Maintenance	Sewer Cleaning and Televising	20,000	-
	Maintenance	Interceptor Maint. Agreement - Bloomington	25,000	25,000
	Maintenance	Lifts, Pumps, Motors,Elect,Roof,Gen,Valve,Paving	210,000	235,000
	Maintenance	Sewer Pipe & Structure Repair	130,000	-
	Maintenance	Sewer Emergency Repairs	-	120,000
	Maintenance	RMF, Mound, Moundsvew	15,000	50,000
	Maintenance	Sewer I/I, Other	22,000	-
	Maintenance	Excavation, Boring, Equip Rental	5,000	19,000
	Printing	Printing	16,550	9,500
	Security	Septage Site	50,500	50,000
	Security	Confined Space Support	5,500	-
	Solid Waste Removal	Solid Waste Removal	59,000	58,500
	All other	All Other	8,050	-
<b>Total Interceptor Services</b>			<b>\$ 951,100</b>	<b>\$ 1,195,500</b>

**Report on Professional/Technical Services Activity Environmental Services**

**APPENDIX F**

<b>Unit</b>	<b>Expense Type</b>	<b>Description</b>	<b>2012 Budget</b>	<b>2013 Budget</b>
<b>Environmental Quality Assurance</b>				
Consultant		Integrate Env Monitor System w/Water Quality Data Base	\$ 75,000	\$ 30,000
Consultant		Water Supply Testing, Analysis	120,000	300,000
Consultant		Consultant on FOGS	10,000	-
Equipment Repair		Miscellaneous Lab Equipment Repair	-	15,000
Janitorial		Janitorial-Metro 94	8,000	5,800
Laboratory		Outside Lab testing	126,835	142,650
Laundry		Laundry	9,300	8,400
Maintenance		Equipment and Leased Space Repair	44,500	-
Maintenance		Lab equip Service Contracts	105,640	129,900
Maintenance		Maint of Stream Monitoring Sites	17,500	26,000
Contracted Services Other		Cost Share River site monitoring (St. Croix River)	8,075	8,100
Contracted Services Other		Air and Water Regulatory Issues	-	50,000
Contracted Services Other		Water Quality Database integration	50,000	-
Contracted Services Other		Local Studies	90,000	-
Contracted Services Other		Contingency	2,000	22,700
Contracted Services Other		Reuse Preliminary Design	10,000	-
Contracted Services Other		Lab Courier Services	35,000	-
Contracted Services Other		Hazardous Chem Waste Disposal	2,350	-
Contracted Services Other		Lab Facilities Maintenance	10,000	47,000
Contracted Services Other		Water Audits	50,000	-
Contracted Services Other		Metro Model Update	150,000	-
Contracted Services Other		Professional Services for WISKI or Aquarius Support	65,000	95,000
Contracted Services Other		Bio Taxonomy	26,250	-
Contracted Services Other		Permit Related Legal Work	20,000	-
Contracted Services Other		Shop Charge to Connect Lab Cooler to Emergency Power	42,000	-
Contracted Services Other		Shiely Automonitoring Site Lease	1,000	-
Contracted Services Other		Odor Panel Services (via St. Croix Sensory)	22,800	23,300
Contracted Services Other		Incinerator Emissions Tests (of Metro and Seneca Plant)	19,050	15,550
Solid Waste Removal		Industrial Waste and Lab Services	-	7,300
Temporary Help		Temp services Lab Workers	40,000	40,000
Printing		Printing	7,900	1,050
		Other	33,405	-
<b>Total Environmental Quality Assurance</b>			<b>\$ 1,201,605</b>	<b>\$ 967,750</b>
<b>Environmental Services Total</b>			<b>\$ 12,543,354</b>	<b>\$ 16,666,686</b>

**Report on Professional / Technical Services Activity - Metro Transit Bus**

**APPENDIX F**

<b>Unit</b>	<b>Expense Type</b>	<b>Description</b>	<b>2012 Budget</b>	<b>2013 Budget</b>
<b><u>Bus Maintenance</u></b>				
	Contract Maint Svc Fees	Bus surveillance system maintenance.	\$ 485,204	\$ 220,301
	Contracted Svcs / Other	Tire repair & replacement service.	153,114	53,320
	Consultant	Miscellaneous consulting work	18,745	19,335
<b>Bus Maintenance Total</b>			<b>\$ 657,063</b>	<b>\$ 292,956</b>
 <b><u>Bus Operations</u></b>				
	Contracted Svcs / Other	Signage installation and maintenance, Bus Operator field audits, information systems hardware & software maintenance, misc.	\$ 33,107	\$ 278,883
	Prof & Tech Fees	On-board community outreach and security.	50,850	26,107
	Security	Baker Center Alarm	38,289	52,607
<b>Bus Operations Total</b>			<b>\$ 122,246</b>	<b>\$ 357,597</b>
 <b><u>Customer Services/Public Relations</u></b>				
	Contract Maint Svc Fees	Warehousing & distribution services	\$ 58,843	\$ 61,522
	Contracted Svcs / Other	Headset repair, misc.	11,623	11,989
	Temp Help	Temporary help.	800	-
<b>Cust Svc/Pub Rel Total</b>			<b>\$ 71,266</b>	<b>\$ 73,511</b>
 <b><u>Engineering &amp; Facilities</u></b>				
	Contract Maint Svc Fees	Facility maintenance and repair.	\$ 954,340	\$ 702,868
	Contract Maint Svc Fees	Snow removal and maintenance of lots.	591,064	876,662
	Contract Maint Svc Fees	Snow removal at high frequency bus stops	435,000	315,000
	Consultant	Engineering services	175,013	105,315
	Security	Security services	36,060	37,197
	Janitorial	Janitorial services.	25,845	26,659
	Software Maint	Software maintenance.	19,514	20,630
<b>Engn &amp; Facil Total</b>			<b>\$ 2,236,836</b>	<b>\$ 2,084,331</b>
 <b><u>Finance</u></b>				
	Accounting/Auditing External	Bank service charges, credit card processing fees, bill changer service, Telecheck check guarantee svc., Transit store non-routine cleaning service, coin verifiers & wrappers, dollar bill stackers.	\$ 70,653	\$ 72,879
	Contract Maint Svc Fees		302,300	413,292
	Janitorial		3,500	3,610
	Security		107,105	118,479
	Temp Help	Temporary help.	42,000	5,158
<b>Finance Total</b>			<b>\$ 525,558</b>	<b>\$ 613,418</b>
 <b><u>Marketing</u></b>				
	Contracted Svcs / Other	Pass-thru grants to Commuter Service Organizations for advertising activities.	\$ 1,044,731	\$ 1,077,640
	Transit Marketing	Media buys including radio, television and newspaper	550,000	464,176
	Prof & Tech Fees	Professional media consulting services.	150,000	154,725
	Temp Help	Temporary help.	28,436	29,332
<b>Marketing Total</b>			<b>\$ 1,773,167</b>	<b>\$ 1,725,873</b>
 <b><u>Police/Security</u></b>				
	Contract Maint Svc Fees	Building security alarms/equipment systems and monitoring.	\$ 222,545	\$ 217,177
	Professional Dev/Reg Fees	Professional development including firearm and use of force training	10,000	8,252
	Staff Car Services		1,000	-
	Contract Maint Svc Fees	Security equip repair	43,650	46,573
<b>Police/Security Total</b>			<b>\$ 277,195</b>	<b>\$ 272,002</b>

# Report on Professional / Technical Services Activity - Metro Transit Bus

APPENDIX F

Unit	Expense Type	Description	2012 Budget	2013 Budget
<b><u>Safety</u></b>				
	Contracted Svcs / Other	Air sampling and testing, hazardous information services, system safety support, misc.	\$ 3,663	\$ 3,779
<b>Safety Total</b>			<b>\$ 3,663</b>	<b>\$ 3,779</b>
 <b><u>Service Development</u></b>				
	Consultant	Bus Rapid Transit corridor analysis	\$ 15,000	\$ 87,678
<b>Service Development Total</b>			<b>\$ 15,000</b>	<b>\$ 87,678</b>
 <b><u>Executive, Risk Mgmt, General</u></b>				
	Prof & Tech Fees	Includes legal, safety oversight management, Metro Energy Policy Coalition, misc.	\$ 65,440	\$ 67,501
	Contract Maint Svc Fees	Office equipment (copy machine) maintenance and repair, misc.	27,543	27,543
	Consultant	Legal expense	200,000	200,000
	Maintenance	Agency wide equip repairs & maintenance	80,187	80,496
	Contract Maint Svc Fees	Other miscellaneous maintenance	27,080	27,805
<b>Exec, Risk Mgmt, Gen Total</b>			<b>\$ 400,250</b>	<b>\$ 403,345</b>
<b>Total Metro Transit Bus</b>			<b>\$ 6,082,244</b>	<b>\$ 5,914,490</b>
 <b>Hiawatha Operations</b>				
	Prof & Tech Fees	Rail Systems Maintenance. Electrical, mechanical & civil engineering, signal system consulting & testing, switch machine rebuilding, cable insulation testing, misc.	\$ 495,000	\$ 128,938
	Contract Maint Svc Fees	Train controlling & dispatch system software maintenance, track repair, ticket vending machine repair, misc.	216,604	391,248
	Contracted Svcs / Other	Snow removal, pest control, misc.	191,000	115,661
	Security	Armored car service fees.	53,050	52,276
<b>Total Hiawatha LRT Operations</b>			<b>\$ 955,654</b>	<b>\$ 688,123</b>
 <b>Northstar Operations</b>				
	Prof & Tech Fees	Consulting and professional fees, misc.	\$ 43,934	\$ 51,575
	BNSF Contracted Operations	Burlington Northern Santa Fe vehicle operations.	\$ 4,139,504	\$ 4,216,353
	Contracted Svcs / Other	BNSF Maintenance of locomotive and cars.	2,007,062	2,162,824
	Contracted Svcs / Other	Maintenance of facility & station, snowplowing of maintenance facility and stations, maintenance for corrective action.	320,500	222,513
	Contracted Svcs / Other	Maintenance of shop equipment, security alarm, other subcontracts & consulting.	388,128	333,950
<b>Total Northstar Operations</b>			<b>\$ 6,899,128</b>	<b>\$ 6,987,215</b>
<b>TOTAL METRO TRANSIT</b>			<b>\$ 13,937,026</b>	<b>\$ 13,589,828</b>

Report on Professional/Technical Services Activity MTS

APPENDIX F

Unit	Expense Type	Description	2012 Budget	2013 Budget
<b>Transportation Planning</b>				
Consultant		Transportation Planning Consultants	\$ 1,306,595	\$ 830,807
Consultant		Travel Behavior Inventory (TBI)	895,000	320,000
Contracted Services		Miscellaneous	5,000	5,000
<b>Total Transportation Planning Fund</b>			<b>\$ 2,206,595</b>	<b>\$ 1,155,807</b>
<b>Metro Mobility</b>				
Consultant		Electronic Fare Integration	\$ 50,000	\$ 50,000
Contracted Services		Trapeze Training	30,000	30,000
Consultant		Project Management for AVL Implementation	100,000	100,000
Consultant		ESB (Radio) Study	50,000	50,000
Maintenance		Miscellaneous	10,000	-
<b>Total Metro Mobility</b>			<b>\$ 240,000</b>	<b>\$ 230,000</b>
<b>Fixed Route</b>				
Contracted Services		Miscellaneous	\$ -	\$ 20,000
<b>Total Regular Route</b>			<b>\$ -</b>	<b>\$ 20,000</b>
<b>Metropolitan Transportation Services Total</b>			<b>\$ 2,446,595</b>	<b>\$ 1,405,807</b>

Report on Professional/Technical Services Activity Community Development

APPENDIX F

Unit	Expense Type	Description	2012 Budget	2013 Budget
<b>Division Management</b>				
	Contractual Services Other	Strategic Planning	\$ 50,000	\$ 50,000
		<b>Total Division Management</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>
<b>Parks</b>				
	Consultant	Regional Parks Consulting	\$ 10,000	\$ 50,000
		<b>Total Parks</b>	<b>\$ 10,000</b>	<b>\$ 50,000</b>
<b>Local Planning Assistance</b>				
	Contractual Services Other	Temporary Staffing	\$ -	\$ 10,000
		<b>Total Local Planning Assistance</b>	<b>\$ -</b>	<b>\$ 10,000</b>
<b>Research</b>				
	Contractual Services Other	Cube Land License	\$ 6,000	\$ 6,300
	Contractual Services Other	Survey Administration Residents&Housing	94,900	60,100
	Contractual Services Other	Demographic data	32,100	32,500
	Consultant	Forecast Model Building	135,000	75,000
	Contractual Services Other	Forecast Model Building	-	117,500
		<b>Total Research</b>	<b>\$ 268,000</b>	<b>\$ 291,400</b>
<b>RSP &amp; Growth Strategy</b>				
	Consultant	Writer for Development Framework	\$ 50,000	\$ -
	Consultant	Web designer for Development Framework	50,000	-
	Consultant	Central Corridor Projects	3,000,000	-
		<b>Total RSP &amp; Growth Strategy</b>	<b>\$ 3,100,000</b>	<b>\$ -</b>
<b>Livable Community</b>				
	Consultant	LCA Outcomes Evaluation	\$ -	\$ 12,000
		<b>Total Livable Community</b>	<b>\$ -</b>	<b>\$ 12,000</b>
<b>Corridors of Opportunity</b>				
	Consultant	TOD Investment/prioritization Study	\$ -	\$ 50,000
	Consultant	Communication Plan for Corridors of Opportunity	-	40,000
	Consultant	HUD Sustainable Communities	-	1,990,170
		<b>Total Corridors of Opportunity</b>	<b>\$ -</b>	<b>\$ 2,080,170</b>
<b>Subtotal Community Development - General Fund</b>			<b>\$ 3,428,000</b>	<b>\$ 2,493,570</b>
<b>Metropolitan Housing and Redevelopment Authority</b>				
<b>HRA - Rent Assistance Programs</b>				
	Accounting & auditing	Annual audit	\$ 8,000	\$ 8,000
	Contractual Services Other	Housing Link	60,000	60,000
	Contractual Services Other	Interpreter Services	7,000	7,000
	Contractual Services Other	Lead Issues	22,000	19,000
	Contractual Services Other	Homeownership Education	60,000	-
	Contractual Services Other	Misc Housing Related	14,000	16,000
	Contractual Services Other	Inspection Services	21,000	25,000
	Contractual Services Other	Legal-Mary Dobbins	25,000	25,000
	Temporary Help		5,000	5,000
		<b>Total HRA</b>	<b>\$ 222,000</b>	<b>\$ 165,000</b>
<b>Family Affordable Housing Program</b>				
	Association Dues		\$ 150,000	\$ 150,000
	Contractual Services Other	Lawn Care, maintenance, carpet cleaning, plumbing, painting, etc	110,000	100,000
	Garbage & Trash Removal		40,000	50,000
	Maintenance of properties	Management services-Kingwood	375,000	300,000
	Management Company Fees	Management services-Kingwood	175,000	175,000
	NonRoutine Maintenance Rehab	Various vendors	225,000	225,000
	Property Taxes	PILOT and special assessments	60,000	60,000
	Water, Electricity & Gas	Cities and various utility companies	80,000	80,000
		<b>Total FAHP</b>	<b>\$ 1,215,000</b>	<b>\$ 1,140,000</b>
<b>Subtotal Community Development - HRA/FAHP</b>			<b>\$ 1,437,000</b>	<b>\$ 1,305,000</b>
<b>Community Development Total</b>			<b>\$ 4,865,000</b>	<b>\$ 3,798,570</b>

Unit	Expense Type	Description	2012 Budget	2013 Budget
<b>Legal Office</b>	Contractual Services Other	Court Reporter Services	\$ 38,000	\$ 85,000
	External legal services	External legal services	1,208,000	950,500
	<b>Total Legal Office</b>		<b>\$ 1,246,000</b>	<b>\$ 1,035,500</b>
<b>Office of Diversity</b>	Consultant	Investigative Services	\$ 37,000	\$ 40,000
	Contractual Services Other	Diversity & DBE Training, Diversity Analysis, Document	12,000	12,000
	Temporary Help	Temporary Help	8,000	8,000
<b>Total Office of Diversity</b>		<b>\$ 57,000</b>	<b>\$ 60,000</b>	
<b>Regional Administrator</b>	Consultant	other	\$ 2,000	\$ -
<b>Total Regional Administration</b>		<b>\$ 2,000</b>	<b>\$ -</b>	
<b>Human Resources</b>				
<b>-Administration</b>	Temporary Help	Admin Support Need	\$ 23,000	\$ 23,000
<b>HR - Administration</b>		<b>\$ 23,000</b>	<b>\$ 23,000</b>	
<b>- Labor Relations</b>	Consultant	Labor relations strategy	\$ 22,500	\$ 15,000
	Contractual Services Other	Compensation Strategy and Surveys	4,100	-
	Contractual Services Other	Preparation and presentation -arbitrations	15,000	20,000
<b>HR - Labor Relations</b>		<b>\$ 41,600</b>	<b>\$ 35,000</b>	
<b>- LOD</b>	Contractual Services Other	Mgmt / Employee Development training	\$ 73,200	\$ 87,000
	Consultant	Learning Management System	5,000	7,500
	Contractual Services Other	Survey Design	1,800	2,000
	Contractual Services Other	Web-based training	35,000	35,000
	Contractual Services Other	PDI: Assessment/Consulting/Models	15,000	23,500
<b>HR - Learning and Organizational Development</b>		<b>\$ 130,000</b>	<b>\$ 155,000</b>	
<b>- Staffing &amp; Compensation</b>	Consultant	Hay Evaluations	\$ -	\$ 2,000
	Contractual Services Other	Testing/Exams/Assessments	33,200	50,900
	Contractual Services Other	Pre-employment Checks-Background Investigations	75,000	75,530
<b>HR - Staffing and Compensation</b>		<b>\$ 108,200</b>	<b>\$ 128,430</b>	
<b>- Occupational Health</b>	Contractual Services Other	Occupational Health, Employment Testing	\$ 218,000	\$ 222,000
	Contractual Services Other	Drug & Alcohol Testing, collection, MRO	185,000	177,000
<b>HR - Occupational Health</b>		<b>\$ 403,000</b>	<b>\$ 399,000</b>	
<b>- Benefits Administration</b>	Consultant	Actuarial- OPEB Study	\$ 23,835	\$ -
	Consultant	Benefit Consulting labor Negotiations	8,000	-
	Consultant	Prepare Med Supp Rpt	5,500	-
	Consultant	Actuarial Consulting - Labor Management	50,000	-
	Consultant	Communications Consulting & Services	6,000	-
	Consultant	DOR & Associates (Employee Assistance Programs)	60,000	60,000
	Consultant	Medicare Subsidy	-	5,600
	Contractual Services Other	Flex spending admin. (Acclaim)	35,000	35,000
	Contractual Services Other	COBRA Administration	-	37,000
	Contractual Services Other	Retirement Billing Administration	-	45,000
	Contractual Services Other	Blood Screening	-	15,000
<b>HR - Benefits Admin.</b>		<b>\$ 188,335</b>	<b>\$ 197,600</b>	
<b>Total Human Resources</b>		<b>\$ 894,135</b>	<b>\$ 938,030</b>	
<b>Government Affairs</b>	Contractual Services Other	Met Council portion of Sr. Policy Advisory	\$ 10,000	\$ 10,000
	Consultant	Legislative Strategy and Transp. Plng Support	2,000	-
	Consultant	Met Council portion of Governor's Washington DC office	28,000	40,000
	Consultant	Contingency	10,000	-
<b>Total Government Affairs</b>		<b>\$ 50,000</b>	<b>\$ 50,000</b>	

Unit	Expense Type	Description	2012 Budget	2013 Budget
<b>Communications</b>	Consultant	Contingency	\$ 20,000	\$ 20,000
	Contractual Services Other	Other	33,002	30,100
	Contractual Services Other	Graphics--design, Newsletter, Media clipping	44,998	30,000
	Contractual Services Other	Metro Council print publication	10,000	9,900
	Contractual Services Other	Council Newsletter	7,500	8,000
	Contractual Services Other	Computer services--Online Subscriptions for library	5,000	5,000
	Contractual Services Other	New Website	200,000	-
	Contractual Services Other	Digital Photo Catalogue Web Services	10,000	8,000
	Contractual Services Other	Email Data base for Newsletter	500	-
	Temporary Help	Temporary Help-Contingency	3,000	-
	<b>Total Communications</b>			<b>\$ 334,000</b>
<b>Fiscal Services</b>	Accounting & auditing	Annual audit by State Auditors	\$ 210,000	\$ 200,000
	Computer services	Bloomberg Investments	25,000	25,000
	Computer services	Sympro Other Treasury	10,500	15,000
	Contractual Services Other	Financial Analysis	10,000	15,000
	Contractual Services Other	Projects - CFO needs	100,215	100,000
	Contractual Services Other	Fixed Asset Annual Update	25,000	22,500
	Contractual Services Other	US Bank Banking Service fees	239,500	239,500
	<b>Total Fiscal Services</b>			<b>\$ 620,215</b>
<b>Information Services</b>	Hardware Maintenance		\$ 458,340	\$ 540,772
	Contractual Services Other	Disposal of Obsolete Equipment	10,000	10,000
	Contractual Services Other	Web Server Program and Related Services-Archwing	29,500	29,500
	Contractual Services Other	Web Site Hosting and Related Services-IPHouse	33,500	30,000
	Contractual Services Other	Web Streaming-Granicus	15,000	15,000
	Contractual Services Other	Work station replacement	11,175	-
	Contractual Services Other	Software escrow service	-	20,000
	Contractual Services Other	Iron Mountain storage	9,000	9,000
	Contractual Services Other	Message Labs (Spam, virus filtering service)	33,000	-
	Contractual Services Other	OET - servers hosting	230,000	200,000
	Contractual Services Other	Van Leases	7,500	7,500
	Contractual Services Other	Hosted Service for internal training-Learning Center	90,000	90,000
	Contractual Services Other	Hosted Service for Recruiting	-	27,000
	Contractual Services Other	MicroSoft Office licensing	-	660,000
	Consultant	Transit/ES/RA Projects	340,000	265,000
	Software Maintenance	Variety software packages	4,516,300	5,034,607
	<b>Total Information Services</b>			<b>\$ 5,783,315</b>
<b>GIS</b>	Consultant	GIS Consultant	\$ 36,000	\$ 36,000
	Contractual Services Other	GIS Parcel Data (Counties)	28,000	28,000
	Contractual Services Other	Regional GIS Projects	22,000	22,000
	Contractual Services Other	Census Geog. Alignment (Once every 10 years)	50,000	-
	Contractual Services Other	Street Centerlines (Lawrence Group)	65,000	65,000
	<b>Total Geographic Information Systems</b>			<b>\$ 201,000</b>

Unit	Expense Type	Description	2012 Budget	2013 Budget
<b>Central Services</b>	Contractual Services Other	Storage-Iron Mountain	\$ 55,800	\$ 34,217
	Contractual Services Other	Pagers-USA Mobility	4,500	800
	Contractual Services Other	Courier Services	24,000	21,000
	Contractual Services Other	Waste Removal	-	15,000
	Contractual Services Other	Vehicle parking	9,000	8,300
	Contractual Services Other	Water Dispenser Rent-Premium Water	1,200	-
	Contractual Services Other	Document Management	254,107	198,120
	Consultant	Document Management support	-	26,350
	Equipment Repair	Mailroom equipment	500	500
	Temporary Help	Phone coverage first floor	1,500	2,000
<b>Total Central Services</b>			<b>\$ 350,607</b>	<b>\$ 306,287</b>
<b>Risk Management</b>	Consultant	Contract reviews, risk consultant	\$ 18,000	\$ 18,000
	<b>Total Risk Management</b>			<b>\$ 18,000</b>
<b>Budget and Evaluation</b>	Accounting & auditing	Federal OMB A-87 Cost Allocation Plan	\$ 20,000	\$ 20,000
	<b>Total Budget and Evaluation</b>			<b>\$ 20,000</b>
<b>Purchasing</b>	Consultant		\$ 1,000	\$ -
	<b>Total Purchasing</b>			<b>\$ 1,000</b>
<b>Audit</b>	Consultant	External Investigative Assistance	\$ 5,000	\$ 15,000
	Computer Services	Computer examination and forensics	-	10,000
	Accounting & auditing	External Auditing Services	1,000	-
<b>Total Audit</b>			<b>\$ 6,000</b>	<b>\$ 25,000</b>
<b>REGIONAL ADMINISTRATION TOTAL</b>			<b>\$ 9,583,272</b>	<b>\$ 10,270,196</b>

**METROPOLITAN COUNCIL  
2013 OPERATING CAPITAL  
SOURCES OF FUNDS AND EXPENDITURES**

**APPENDIX G**

	Capital Outlay	Rent	Rent Rebate	Total 390 N. Robert	Total
<b>SOURCES OF FUNDS</b>					
Environmental Services	\$ 434,000	\$ 360,360	\$ (53,850)	\$ 306,510	\$ 740,510
Metro Transit Bus (Metro Transit Capital Budget)	728,000	-	-	-	728,000
Hiawatha Light Rail (Metro Transit Capital Budget)	56,000	-	-	-	56,000
Northstar Commuter Rail (Metro Transit Capital Budget)	14,000	-	-	-	14,000
Metropolitan Transportation Services	68,800	216,410	(21,150)	195,260	264,060
Housing & Redevelopment Authority	20,070	188,280	-	188,280	208,350
Community Development	19,680	157,820	-	157,820	177,500
Regional Administration	140,450	1,191,900	-	1,191,900	1,332,350
<b>TOTAL SOURCES OF CAPITAL FUNDS</b>	<b>\$ 1,481,000</b>	<b>\$ 2,114,770</b>	<b>\$ (75,000)</b>	<b>\$ 2,039,770</b>	<b>\$ 3,520,770</b>

**CAPITAL-BY DIVISION & PROGRAM**

**REGIONAL ADMINISTRATION**

Desktop Replacement	\$ 46,000	\$ -	\$ -	\$ -	\$ 46,000
Laptop Replacement	13,000	-	-	-	13,000
Printer Replacement	22,000	-	-	-	22,000
<b>Subtotal Regional Administration (010)</b>	<b>\$ 81,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 81,000</b>

Replacement Hardware/Software	\$ 400,000	\$ -	\$ -	\$ -	\$ 400,000
Security Improvements	150,000	-	-	-	150,000
Enterprise Projects	300,000	-	-	-	300,000
Telephone/Mobile Computing/Video Conferencing	75,000	-	-	-	75,000
Web Technology	50,000	-	-	-	50,000
Emerging Technologies	75,000	-	-	-	75,000
Storage/Backup	40,000	-	-	-	40,000
OET Data Center move	310,000	-	-	-	310,000
AV equipment replacement	-	-	-	-	-
<b>Subtotal Infrastructure Capital Projects</b>	<b>\$ 1,400,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,400,000</b>

**CENTRAL SERVICES**

Building Expenses - 390 N. Robert	\$ -	\$ 1,959,770	\$ -	\$ 1,959,770	\$ 1,959,770
Furniture & Equipment	-	80,000	-	80,000	80,000
<b>Subtotal Central Services</b>	<b>\$ -</b>	<b>\$ 2,039,770</b>	<b>\$ -</b>	<b>\$ 2,039,770</b>	<b>\$ 2,039,770</b>

<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 1,481,000</b>	<b>\$ 2,039,770</b>	<b>\$ -</b>	<b>\$ 2,039,770</b>	<b>\$ 3,520,770</b>
<b>NET CHANGE IN RESERVES</b>	<b>\$ -</b>	<b>\$ 75,000</b>	<b>\$ (75,000)</b>	<b>\$ 0</b>	<b>\$ 0</b>

<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 1,481,000</b>
<b>LESS: DIRECTLY CHARGED TO CAPITAL PROGRAM</b>	<b>(798,000)</b>
<b>NET OPERATING BUDGET EXPENDITURES</b>	<b>\$ 683,000</b>

# METROPOLITAN COUNCIL

## STAFF COMPLEMENT IN FTE'S

	Actual 2009	Actual 2010	Actual 2011	*Actual 2012	Proposed 2013
<b>Regional Administration</b>					
Chair & Council	2	2	2	2	2
Regional Administrator	3	3	3	3	4
Diversity	7	8	7	14	9
Internal Audit	5	6	6	8	6
Intergovernmental Relations	3	3	3	3	3
Communications	15	14	13	15	14
Procurement & Contracts	11	13	22	21	24
Risk Management	12	13	13	11	11
Budget & Evaluation	3	3	4	4	4
Fiscal Services	32	33	34	38	34
Central Services & Doc Mgmt	6	5	4	4	7
Information Systems	67	68	70	72	75
Information Systems - GIS	8	7	9	9	10
Legal	8	9	10	11	11
Human Resources	33	33	33	32	35
Vacancy Factor	-	-	-	-	(5)
Total Regional Administration	<u>214</u>	<u>221</u>	<u>233</u>	<u>246</u>	<u>244</u>
<b>Community Development</b>					
Division Administration	4	6	7	10	7
Regional Policy & Research	8	7	9	8	12
Local Planning Assistance	13	13	13	9	7
Livable Communities	7	5	4	7	5
Regional Parks & Natural Resources	2	2	2	2	6
Corridors of Opportunity	-	-	-	-	5
Housing & Redevelopment	33	33	34	36	38
Total Community Development	<u>68</u>	<u>67</u>	<u>70</u>	<u>72</u>	<u>80</u>
<b>Environmental Services</b>					
General Manager's Office	19	20	20	22	21
Treatment Services	379	384	386	375	398
Interceptor Services	78	79	77	71	73
Technical Services	67	65	63	63	85
Environmental Quality Assurance	105	103	98	96	106
ES Wide Labor Pool	-	-	-	-	3
Vacancy Factor	-	-	-	-	(6)
Total Environmental Services	<u>648</u>	<u>652</u>	<u>644</u>	<u>627</u>	<u>680</u>

# METROPOLITAN COUNCIL

APPENDIX H

## STAFF COMPLEMENT IN FTE'S

	<u>Actual 2009</u>	<u>Actual 2010</u>	<u>Actual 2011</u>	<u>*Actual 2012</u>	<u>Proposed 2013</u>
<b>Metro Transit Bus</b>					
MT Training	18	26	19	35	16
MT Administration	26	27	27	29	32
MT Marketing	24	25	24	25	28
MT Service Development	28	30	29	30	31
MT Finance	136	138	130	134	138
MT Police	79	90	87	92	90
MT Operations	1,511	1,489	1,502	1,535	1,555
MT Maintenance	440	435	429	418	454
MT Facilities	85	87	90	91	92
MT Transit Information Center	44	43	42	48	38
Total Metro Transit Bus	<u>2,391</u>	<u>2,390</u>	<u>2,378</u>	<u>2,438</u>	<u>2,475</u>
<b>Central Corridor</b>					
CCLR Administration	37	47	66	83	87
CCLR Operations	-	-	-	-	56
Total Central Corridor	<u>37</u>	<u>47</u>	<u>66</u>	<u>83</u>	<u>143</u>
<b>Hiawatha LRT</b>					
HLRT Administration	19	20	20	22	25
HLRT Operations	54	57	56	58	59
HLRT Maintenance	77	80	81	81	88
HLRT Facilities	10	10	10	12	16
HLRT Finance	4	5	4	5	3
Total Hiawatha LRT	<u>165</u>	<u>172</u>	<u>172</u>	<u>177</u>	<u>191</u>
<b>Northstar</b>					
NS Administration	3	4	3	2	14
NS Maintenance	13	27	28	29	29
NS Facilities	2	4	3	2	6
NS Finance	1	2	2	2	-
Total Northstar	<u>19</u>	<u>38</u>	<u>36</u>	<u>35</u>	<u>49</u>
<b>Southwest Corridor</b>					
Southwest Corridor	-	-	2	27	38
Total Southwest Corridor	<u>-</u>	<u>-</u>	<u>2</u>	<u>27</u>	<u>38</u>
Subtotal Metro Transit	2,613	2,647	2,654	2,761	2,896
Metro Transit Vacancy Factor	-	-	-	-	(55)
Total Metro Transit after Vacancy Factor	<u>2,613</u>	<u>2,647</u>	<u>2,654</u>	<u>2,761</u>	<u>2,841</u>
<b>Metropolitan Transportation Services</b>					
Transportation Planning	20	21	20	20	21
Regular Route	6	8	8	8	7
Rural Small Urban	1	-	-	-	1
Metro Mobility	12	10	9	10	10
Total MTS	<u>39</u>	<u>39</u>	<u>37</u>	<u>38</u>	<u>39</u>
Total Transportation	<u>2,652</u>	<u>2,686</u>	<u>2,691</u>	<u>2,798</u>	<u>2,881</u>
<b>Total MC FTE's</b>	<u>3,582</u>	<u>3,625</u>	<u>3,638</u>	<u>3,743</u>	<u>3,884</u>

\* as of 9/28/2012

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<b>Ad Valorem Tax</b>	A tax based on the value of an item, such as property.
<b>Appropriation</b>	A legal authorization granted by a legislative body to make expenditures and to incur obligations for specific 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 Outlay (Capital Investment)</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 department within Regional Administration responsible for providing office facilities and support.
<b>Certified Levy</b>	Total tax levy of a jurisdiction, which is certified to the County Auditor for collection from property owners.
<b>Comprehensive Annual Financial Report (CAFR)</b>	Audited financial statements of the Council.

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

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

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

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<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 Expenditures</b>	Expenditures incurred on behalf of primary service activities. The Council budget distinguishes operating budget activities from debt service activities and passthrough grant and loan activities.
<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>Passthrough Grant or Loan</b>	Funds that are received by the Council but then granted, loaned or passed on to another agency, organization or individual for a specified use.
<b>Program</b>	An organized set of related work activities directed toward a common purpose.
<b>Proposed Budget</b>	Budget as submitted by the Regional Administrator to the Council.
<b>Section 8</b>	A federal housing rental assistance program for low and moderate- income people.
<b>Staff Complement (see FTE)</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.

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<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 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.