

METROPOLITAN COUNCIL
390 North Robert Street, St. Paul, Minnesota 55101

REGULAR MEETING OF THE MANAGEMENT COMMITTEE
Wednesday, June 27, 2007

Committee Members Present Roger Scherer, Chair; Tony Pistilli; Kris Sanda; Lynette Wittsack

CALL TO ORDER

A quorum being present, Committee Chair Roger Scherer called the regular meeting of the Council's Management Committee to order at 2:31 p.m. on Wednesday, June 27, 2007.

APPROVAL OF AGENDA AND MINUTES

It was moved by K. Sanda, seconded by .Pistilli to approve the agenda. **The motion carried.**

It was moved by T. Pistilli, seconded by K. Sanda to approve the minutes of the May 23, 2007 regular meeting of the Management Committee. **The motion carried.**

BUSINESS

2007-199 Minnesota State Retirement System Program Unclassified Retirement Plan Resolution

It was moved by L. Wittsack and seconded by T. Pistilli that the Metropolitan Council approve changes to the position and incumbent list for the Minnesota State Retirement System unclassified plan. Revision to the list of designated positions and incumbents include:

- Delete Irene Koski, Director, Human Resources
- Add Gloria Heinz, Director, Human Resources
- Add Dave Hinrichs, Chief Information Officer

Motion carried.

2007-228 Amendment to Legal Services Agreement

It was moved by L. Wittsack and seconded by T. Pistilli that the Metropolitan Council authorize the General Counsel to amend one legal services agreement to increase the maximum Contract Price as follows:

<u>Law Firm</u>	<u>Services</u>	<u>Term</u>	<u>Current Price</u>	<u>Proposed</u> <u>Increase</u>	<u>New</u> <u>Price</u>
Bassford	Legal Services Tort & Property Damage Contract No. 06P152A	12/31/09	\$125,000	\$125,000	\$250,000

Motion carried.

2007-233 Copier Equipment Agreement

It was moved by K. Sanda and seconded by T. Pistilli that the Metropolitan Council authorize the Regional Administrator to enter into a 48-month copier equipment contract with Loffler Companies, Inc. The Council's existing copier lease arrangement with IKON Office Solutions, Inc. expires July 31, 2007.

Staff is recommending that the Council contract with Loffler, Inc. who had the best proposal based on price, better response time and compliance with the Council's customized electronic billing requirements. This contract will facilitate copier standardization across the Council as well as reduce copier costs. In addition, since new copier technology has integrated printing and scanning capabilities we will be able to simplify the interface with the document management system.

Motion carried.

Liability Self-Insurance, Environmental Services

It was moved by T. Pistilli and seconded by L. Wittsack that the Metropolitan Council authorizes: 1) self-insuring General Liability and Auto Liability exposures for Environmental Services up to \$1,000,000 annually, and 2) that \$1 million from the ES Contingency Reserve be transferred into a new fund for this self insurance.

There have been relatively few occurrences that resulted in claims being made against the Council; however, in the last five years, there have been two claims of significance within the last six months that have adversely impacted our projected premium for renewal. The total incurred expense of these two occurrences is approximately \$620,000.

The MCES Operating Contingency Reserve Fund has a balance \$2.9 million over the target balance. Therefore, there are sufficient funds available in the MCES operating contingency reserve to finance this \$1 million liability reserve.

Motion carried. Approved as an action item to be brought before Metropolitan Council at the July 11, 2007 meeting.

INFORMATION

2007-235 Summary of Procurements for First Quarter 2007

Richard Halsted, Manager, Contracts and Procurement summarized procurements for the First Quarter, 2007. The report gave a breakdown of the number of procurements executed during the reporting period grouped by value, and details of all procurements which have a value greater than \$100,000, but less than or equal to \$250,000. Summary listed below:

Summary of Procurements

Dollar Amount Range	Number of Procurements	Percent of Value	Total Value
Up to \$2,500	3892	7.1%	\$2,123,419
\$2,501 – \$50,000	704	22.1%	\$6,601,158
\$50,001 – \$99,000	22	5.3%	\$1,588,161
\$100,000 – \$250,000	9	5.1%	\$1,518,219
Greater than \$250,000	14	60.5%	\$18,104,213
Total	4641	100.0%	\$29,935,170

2007-242 Inclusion of Disadvantaged Business Enterprises Year-end Summary

Wanda Kirkpatrick, Director, Equal Opportunity gave an update of the year-end summary of DBE (Disadvantaged Business Enterprises).

In FFY 2006, the overall DBE utilization achieved 16% of a 16.5% goal. In FFY 2005, the overall DBE utilization achieved was 16.71 of a 16.5% goal.

2008 Proposed Levies and Regional Administration Operating Budget

Beth Widstrom-Anderson, Chief Financial Officer, presented the 2008 Proposed Levies and Regional Administration Operating Budget. Financial objectives include:

- Balanced budgets that support Council Strategies
- No unplanned use of reserves
- Maintain AAA bond rating
- Hold property tax impact flat for tax payers

Respectfully submitted,

Lana Lindstrom
Recording Secretary