## ADVISORY INFORMATION

Date: August 13, 2009
Subject: 2009 Unified Operating Budget Amendment
District(s), Member(s): All
Policy/Legal Reference: MN Statutes section 473.13, sub. 1 -- Council Budget Requirements
Staff Prepared/Presented: Wes Kooistra (602-1567) Chief Financial Officer
Paul Conery (602-1374), Manager, Budget \& Evaluation
Division/Department: All

## Proposed Action

That the Metropolitan Council:

- Amend the 2009 Unified Operating Budget as indicated and in accordance with attached tables.


## Background

Staff recommends the following revisions to the 2009 budget.

## Transportation

Change in Revenues: $(\$ 5,815,838) ;$ Expenditures: $\$ 1,954,838$; Reserves: $(\$ 3,861,000)$
Revenue Changes: Revenues: $(\$ 8,572,641)$; Expenditures: $(5,572,641)$; Reserves: $(\$ 3,000,000)$
$>$ Reduces State Appropriations by $\$ 8,572,641$ to reflect actual Revenues.
$>$ Reduces Motor Vehicle Sales Tax Revenues by \$775,803 for reductions in State Forecasts and changes in use of discretionary funding.
$>$ Transfers $\$ 1,777,670$ from Motor Vehicle Sales Tax Reserves to Metro Transit Bus to fund remaining shortfall. This transfer will not reduce MVST Reserves below requirements.
$>$ Reduces Suburban Transit Providers expenditures to reflect revenue reductions.
$>$ Uses $\$ 3$ million of program reserves. These uses of reserves are consistent with current Transportation Division Strategies and will not reduce reserves below Council targets.

|  | Metro Transit Bus | Hiawatha LRT | Northstar | Planning \& Transit Services | Suburban Transit Providers | Total |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| State Appropriations | $(3,088,380)$ | (1,767,766) | $(3,793,362)$ | - | $(925,000)$ | (9,574,508) |
| Motor Vehicle Sales Tax | 1,310,710 | 767,766 | 3,793,362 | $(2,000,000)$ | $(4,647,641)$ | $(775,803)$ |
| Motor Vehicle Sales Tax Reserves | 1,777,670 | - | - | - | - | 1,777,670 |
| Change in Revenues \& Sources | - | (1,000,000) | - | $(2,000,000)$ | (5,572,641) | (8,572,641) |
| Change Expenditures \& Uses | - | - | - | - | $(5,572,641)$ | $(5,572,641)$ |
| Net Surplus (Deficit) | - | (1,000,000) | - | (2,000,000) | - | (3,000,000) |

MTS: Revenues: $\$ 2,756,803$; Expenditures: $\$ 3,617,803$, Reserves : $(\$ 861,000)$
$>\$ 1,232,000$ in additional expenditure authority is requested to provide for continuation the Forest Lake service and Two Rivers service. This is partially offset by an increase of \$343,000 in Local Revenues from Forest Lake and \$28,000 in Fares. The net use of \$861,000 of reserves will not reduce the balance below Council target.
$>\$ 2,385,803$ in additional expenditure authority is requested to provide for JARC and New Freedom funded grants to transit providers for job access, reverse commute and accessibility service. This is offset by $\$ 2,291,803$ in new federal JARC/New Freedom revenues and \$94,000 in local match.

## Regional Administration

## Change in Revenues: \$500,890; Reserves: \$500,890

> Historically, the General Fund has subsidized the Housing and Redevelopment Authority by not charging the maximum allowable indirect costs. This request represents the elimination of this subsidy with the increase in reserves available for use by the Council in the future.

## Community Development

Change in Revenues: $(\$ 6,276,398)$; Expenditures: $(\$ 3,921,483)$; Reserves: $(\$ 2,354,915) ;$ FTE(s) -
CD General Fund: Expenditures: (\$85,774); Reserves: \$85,774; FTE(s): (1.0)
$>$ This request transfers 1.0 FTE to the Housing and Redevelopment Authority and Family Affordable Housing Program for work related to 150 additional vouchers as part of the conversion of the FAHP Program to Section 8 housing.
$>$
HRA/FAHP Ops: Revenues: \$587,000; Expenditures: \$811,664; Reserves: (\$224,664); FTE(s) 1.0
$>\$ 85,774$ in additional expenditure authority is requested to fund the FTE transferred from Community Development General Fund activities to perform work to 150 additional vouchers as part of the conversion of the FAHP Program to Section 8 housing. This request does not increase the overall staff compliment for the Council.
$>\$ 500,890$ in additional expenditure authority is requested to fund the increase in indirect costs resulting from the elimination of the General Fund subsidy.
$>\$ 225,000$ in additional expenditure authority is requested to cover costs associated with converting FAHP homes to Section 8 vouchers. Approximately 50 current tenants are expected to relocate as part of the conversion which will result in \$75,000 in relocation expenditures and $\$ 150,000$ in turnover maintenance.
$>$ The increases in expenditure authority are partially offset by increases Federal and Revenue Recapture Revenues.
$\Rightarrow$ The use of reserves in calendar year 2009 is the result of converting the FAHP homes to Section 8 Vouchers and is not expected to continue. 2010 proposed budgets indicate an addition to reserves.

HRA/FAHP Pass-Thru: Revenues: (\$6,863,398); Expenditures: $(\$ 4,647,373)$; Reserves: $(\$ 2,216,025)$
$>\$ 2,216,025$ use of reserves is requested to recognize a reduction of $\$ 6,863,398$ in Federal Revenues partially offset by reductions of $\$ 4,647,373$ in program expenditures. Funding levels were received late due to delayed passing of the Appropriations Act and the US Department of Housing and Urban Development's determination is under review. HUD has
directed the use of reserves, funded by Federal Revenues, be used to cover subsidies so that no termination of assistance. Reserves are sufficient to fund this shortfall.

## Rationale

Staff is recommending the following revisions to the 2009 budget.

## Funding

The proposed operating budget amendment makes the following changes to the 2009 Unified Operating Budget.

|  | Adopted Budget |  | Previous Amendments |  | Proposed Amendment |  | Proposed Budget |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Revenues |  |  |  |  |  |  |  |  |
| Operating | \$ | 519,981,466 | \$ | 6,366,127 | \$ | $(7,246,751)$ | \$ | 519,100,842 |
| Pass Through |  | 80,616,755 |  | 345,000 |  | $(4,344,595)$ |  | 76,617,160 |
| Debt Service |  | 137,048,913 |  | - |  | - |  | 137,048,913 |
| Total Revenues | \$ | 737,647,134 | \$ | 6,711,127 | \$ | $(11,591,346)$ | \$ | 732,766,915 |
| Expenditures |  |  |  |  |  |  |  |  |
| Operating | \$ | 521,497,748 | \$ | 6,719,127 | \$ | $(3,112,251)$ | \$ | 525,104,624 |
| Pass Through |  | 78,254,927 |  | 345,000 |  | $(2,764,070)$ |  | 75,835,857 |
| Debt Service |  | 150,379,079 |  | - |  | - |  | 150,379,079 |
| Total Expenditures | \$ | 750,131,754 | \$ | 7,064,127 | \$ | $(5,876,321)$ | \$ | 751,319,560 |
| Surplus / (Deficit) | \$ | (12,484,620) | \$ | $(353,000)$ | \$ | (5,715,025) | \$ | $(18,552,645)$ |

## Know Support / Opposition

Committee Actions:
Community Development: Presented and passed August 17, 2009
Transportation Committee: To be presented August 24, 2009

Metropolitan Council
2009 Annual Budget - Summary of Revisions
Operating Budget Amendment - Business Item 2009-252

|  | 2009 AdoptedBudget |  | 2009 Amended Budget |  | Total <br> Reg'I Admin \& Community Dev |  | $\begin{gathered} \text { HRA } \\ \text { Programs } \end{gathered}$ |  | Total Transportation |  | Environmental Services | Capital |  | Net Change |  | 2009 RevisedBudget |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Revenues \& Other Sources |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Property Tax (Net) | \$ | 8,759,250 | \$ | 8,759,250 | \$ |  | \$ | - |  |  | \$ | \$ |  | \$ |  | \$ | 8,759,250 |
| Federal |  | 36,802,474 |  | 43,353,601 |  |  |  | $(6,636,398)$ |  | 2,291,803 |  |  |  |  | $(4,344,595)$ |  | 39,009,006 |
| State |  | 196,102,713 |  | 196,262,713 |  | - |  | - |  | $(10,350,311)$ |  |  |  |  | $(10,350,311)$ |  | 185,912,402 |
| Municipal \& Wastewater Charges |  | 108,703,000 |  | 108,703,000 |  |  |  | - |  |  |  |  |  |  |  |  | 108,703,000 |
| Industrial Waste Charges |  | 9,996,550 |  | 9,996,550 |  | - |  | - |  | - |  |  |  |  |  |  | 9,996,550 |
| Passenger Fares |  | 102,082,572 |  | 102,082,572 |  | - |  | - |  | 28,000 |  |  |  |  | 28,000 |  | 102,110,572 |
| Debt Service |  | 137,048,913 |  | 137,048,913 |  | - |  | - |  |  |  |  |  |  |  |  | 137,048,913 |
| Passthrough |  | 80,616,755 |  | 80,616,755 |  | - |  | - |  |  |  |  |  |  |  |  | 80,616,755 |
| Other Sources |  | 57,534,907 |  | 57,534,907 |  |  |  | 360,000 |  | 437,000 |  |  |  |  | 797,000 |  | 58,331,907 |
| Total Revenues and Other Sources | \$ | 737,647,134 | \$ | 744,358,261 | \$ |  | \$ | $(6,276,398)$ | \$ | $(7,593,508)$ | \$ | \$ |  | \$ | $(13,869,906)$ | \$ | 730,488,355 |
| Expenses |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Salaries \& Benefits | \$ | 299,710,629 | \$ | 299,963,538 |  | $(85,774)$ | \$ | 85,774 |  |  | \$ | \$ |  | \$ |  | \$ | 299,963,538 |
| Consultant / Contractual Services |  | 33,478,274 |  | 38,414,722 |  |  |  | 150,000 |  | 32,500 |  |  |  |  | 182,500 |  | 38,597,222 |
| Materials and Supplies |  | 34,238,577 |  | 34,363,577 |  | - |  | - |  |  |  |  |  |  |  |  | 34,363,577 |
| Rent, Utilities, \& Insurance |  | 33,378,826 |  | 33,378,826 |  | - |  | - |  | - |  |  | - |  |  |  | 33,378,826 |
| Other Operating Expenses |  | 37,638,718 |  | 37,850,718 |  |  |  | 75,000 |  |  |  |  |  |  | 75,000 |  | 37,925,718 |
| Transit Assistance |  | 74,611,396 |  | 75,804,166 |  | - |  | - |  | $(4,340,641)$ |  |  |  |  | (4,340,641) |  | 71,463,525 |
| Debt Service |  | 150,379,079 |  | 150,379,079 |  | - |  | - |  |  |  |  |  |  |  |  | 150,379,079 |
| Passthrough Grants \& Loans |  | 78,254,927 |  | 78,599,927 |  |  |  | (4,647,373) |  | 1,883,303 |  |  |  |  | $(2,764,070)$ |  | 75,835,857 |
| Capital Expenditures |  | 8,441,328 |  | 8,441,328 |  | - |  | - |  | 470,000 |  |  |  |  | 470,000 |  | 8,911,328 |
| Total Expenses Other Uses | \$ | 750,131,754 | \$ | 757,195,881 | \$ | $(85,774)$ | \$ | $(4,336,599)$ | \$ | (1,954,838) | \$ | \$ |  | \$ | (6,377,211) | \$ | 750,818,670 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Interdivisional Expense Allocation <br> A-87 Charges/Planning Chargebacks | \$ |  | \$ |  |  | $(500,890)$ | \$ | 500,890 |  |  | \$ | \$ |  | \$ |  | \$ | - |
|  |  |  |  |  |  |  |  | - |  |  |  |  |  |  |  |  |  |
| Transfers From (To) Other Funds Total Other Uses |  | - |  | - |  | - |  | - |  | $(1,777,670)$ |  |  |  |  | $(1,777,670)$ |  | (1,777,670) |
|  | \$ |  | \$ |  | \$ | $(500,890)$ | \$ | 500,890 | \$ | (1,777,670) | \$ | \$ |  | \$ | $(1,777,670)$ | \$ | (1,777,670) |
| Total Expenses and Other Uses | \$ | 750,131,754 | \$ | 752,441,273 | \$ | $(586,664)$ | \$ | $(3,835,709)$ | \$ | $(3,732,508)$ | \$ | \$ |  | \$ | $(8,154,881)$ | \$ | 749,041,000 |
| Surplus/(Deficit) | \$ | $(12,484,620)$ | \$ | $(12,837,620)$ | \$ | 586,664 | \$ | $(2,440,689)$ | \$ | $(3,861,000)$ | \$ | \$ |  | \$ | $(5,715,025)$ | \$ | $(18,552,645)$ |

# Community Development Committee 

Meeting date: August 17, 2009

## ADVISORY INFORMATION

Date: August 7, 2009
Subject: 2009 Unified Operating Budget Amendment
District(s), Member(s): All
Policy/Legal Reference: MN Statute 473.13 - Council Budget Requirements
Staff Prepared/Presented: Beth Reetz, Director of Housing \& Livable Communities (651) 6021060, Guy Peterson, Director of Community Development Division (651) 602-1418

Division/Department: Community Development

## Proposed Action

That the Metropolitan Council amend the 2009 Unified Operating Budget by increasing authorized expenditures and revenues in the HRA and Family Affordable Housing Program as indicated below and that the Metropolitan Council authorize the fulltime equivalent (FTE) and associated salary and benefits of a currently vacant position be shifted from Livable Communities (Fund 100) to the Housing and Redevelopment Authority (Fund 234).

| Description | $\underline{\text { Approved }}$ | $\underline{\text { Revised }}$ |
| :--- | :--- | :--- |
| HRA Pass through Revenue | $\$ 52,834,927$ | $\$ 45,971,529$ |
| HRA Pass through Expense | $\underline{\$ 52,834,927}$ | $\underline{\$ 48,187,554}$ |
| Use of Reserves-HRA Pass through | $\$$ | $(\$ 2,216,025)$ |
|  |  |  |
| HRA Operating Revenue | $\$ 4,537,711$ | $\$ 5,077,711$ |
| HRA Operating Expenses | $\$ 4,566,968$ | $\$ 5,153,632$ |
| Use of Reserves-HRA Operations | $(\$ 29,257)$ | $(\$ 75,921)$ |
|  |  |  |
| FAHP Revenue | $\$ 1,135,000$ | $\$ 1,182,000$ |
| FAHP Expenses | $\$ 1,306,571$ | $\$ 1,531,571$ |
| Use of Reserves-FAHP | $(\$ 171,571)$ | $(\$ 349,571)$ |
|  |  |  |
| LC Expenses | $\$ 685,863$ | $\$ 600,089$ |
| Increase in Reserves-General Fund |  | $\$ 85,774$ |

## Background

In May 2009 the HRA was notified by the U.S. Department of Housing and Urban Development (HUD) of the Section 8 Program renewal funding for calendar year 2009. The delay in notification of funding levels was due to a much delayed passing of the Appropriations Act. Council staff notified HUD immediately of an error in the calculation. To date, HUD has not been corrected the error. Staff remains marginally optimistic that a correction will occur to ensure funding levels for 2009 equal 2008 funding levels. Current projections indicate a shortfall of approximately $\$ 2.2$ million by year end. HUD has restricted the HRA's Section 8 Administrative Fee Reserves to cover subsidy costs to ensure no termination of assistance for currently participating households. All steps have been taken to reduce spending short of terminating assistance.

The HRA operating revenues have increased due to higher than projected earned administrative fees, portability fees and revenue recapture successes. The HRA operating expenses have increased due to an increase in allocated costs and a position shift from Livable Communities to the HRA to handle increased work related to the 150 new vouchers awarded for the FAHP conversion from public housing to Section 8.

FAHP revenues will increase slightly in 2009. This is due to improved revenue generated by the conversion process. The increases will occur in the three months of the year following conversion effective October 1, 2009. FAHP expenses will increase during the remainder of 2009 as one time only expenses are incurred directly related to the conversion. As part a condition of the conversion approval, the HRA is required to offer all FAHP households the opportunity to move with a tenant based Section 8 voucher. Approximately 50 of the 150 FAHP households have indicated some interest in taking this opportunity to move. Under federal regulations these families are eligible for actual relocation expenses. The estimated relocation expense is $\$ 75,000$. Maintenance costs associated with the move out unit turnover expense is $\$ 3000$ per unit. Approximately $\$ 100,000$ of storm repair costs on the FAHP units are planned during 2009. Insurance recoveries are expected to fully reimburse the cost. However, as with 2008, the potential exists for this not to occur before the Council closes the 2009 financials.

## Rationale

There are no policy issues relating to this request.

## Funding

The events causing the increases in projected deficits in the HRA and FAHP budgets are unique circumstances that are not anticipated to occur again. The Section 8 Administrative Fee and FAHP Reserve balances are sufficient to fund the projected shortfalls. The proposed 2010 FAHP and HRA budgets will result in additions to the reserve balances.

The shift of the salary and budget authority for the Livable Communities position to the HRA does not affect total Council funding.

## Known Support I Opposition

There is no opposition to this request.
To be presented to the Management Committee on August 26, 2009
To be presented to the Council on September 9, 2009

# T Transportation Committee 

Item: 2009-252

Meeting date: August 24, 2009<br>Management Committee: August 26, 2009<br>Metropolitan Council: September 9, 2009

## ADVISORY INFORMATION

Date: August 17, 2009
Subject: 2009 Unified Operating Budget Amendment
District(s), Member(s): All
Policy/Legal Reference: MN Statutes Section 473.13, sub. 1 - Council Budget Requirements
Staff Prepared/Presented: Brian Lamb, General Manager Metro Transit (612-349-7510)
Arlene McCarthy, MTS Director (651-602-1217)
Ed Petrie, Director of Finance (612-349-7624)
Sean Pfeiffer, Financial Analyst, MTS (651-602-1887)
Alan Morris, Principal Financial Analyst, MC (651-602-1446)
Division/Department: Transportation (Metro Transit \& Metropolitan Transportation Services)

## Proposed Action

That the Council:

- Amend the 2009 Unified Operating Budget in accordance with the attached table.


## Background

This amendment recognizes changes in state appropriations and MVST due to legislative actions and economic conditions and seeks to bring in additional federal revenue, required local match, and related expenses. The amendment is also intended to reallocate funds to cover transit operational needs and to meet Council recommended target reserves (fund balances). Staff is recommending the following changes to the Transportation Division 2009 Operating Budget.

## Metro Transit

Metro Transit - Bus: Revenues: (\$1,777,670); Transfers In: \$1,777,670
This amendment recognizes a $\$ 3.1$ million reduction to state general fund appropriations due to legislative actions and economic conditions. This reduction is offset by a $\$ 1.3$ million planned increase in MVST and a $\$ 1.8$ million transfer in from the Council's MVST reserve fund. These actions have no effect on reserves.

Metro Transit - Rail: Revenues: $\mathbf{( \$ 1 , 0 0 0 , 0 0 0 ) ; ~ R e s e r v e s : ~} \mathbf{( \$ 1 , 0 0 0 , 0 0 0 )}$
This amendment recognizes a $\$ 1.8$ million reduction to state general fund appropriations due to legislative actions and economic conditions. This reduction is offset by a $\$ 0.8$ million planned increase in MVST. The remaining $\$ 1$ million reduction is a planned use of reserves to bring the rail fund down to its target reserve level.

## Metro Transit - Northstar: Revenues: \$0

This amendment recognizes a $\$ 3.8$ million reduction to state general fund appropriations due to legislative actions and economic conditions. This reduction is offset by a $\$ 3.8$ million planned increase in MVST. These actions have no effect on reserves.

## Metropolitan Transportation Services

Suburban Transit Providers: Revenues: (\$5,572,641); Expenditures: (\$5,572,641)

This amendment requests a reduction in discretionary MVST and state general fund appropriations provided to regional Suburban Transit Providers (STPs). In 2008, the Council provided $\$ 7.5$ million in discretionary funds to the STPs. This amount was based on the STP's estimated needs for maintaining existing services. Of the $\$ 7.5$ million provided, $\$ 4.2$ million went into STP reserves. The Council's 2009 budget similarly programmed $\$ 7$ million in discretionary funds to the STPs, again with the understanding that the funds were needed to maintain existing services. An April 2009 analysis, using STP 2008 audited financial statements, determined actual STPs 2008 operating reserve balances ranged from $56 \%$ to $240 \%$ of their annual operating budgets and projected 2009 year-end reserve balances to be between $41 \%$ and $260 \%$. Given that the 2009 programmed discretionary funding is more than needed to maintain STP services levels, the discretionary funding for the second half of 2009 is being eliminated. This amendment reduces STP remaining discretionary funding by $\$ 3.6$ million and realizes a further reduction due to the change in the February 2008 and February 2009 State MVST forecast of $\$ 2$ million. The STP fund functions as a pass-through so the reduction to funding has a direct correlation to its expenses. The discretionary funds are being reallocated to other transportation funds to offset reductions in state general fund appropriations.

Planning and Transit Services: Revenues: $\mathbf{\$ 7 5 6 , 8 0 3}$; Expenditures: $\mathbf{\$ 3 , 6 1 7 , 8 0 3 ;}$ Reserves: $\mathbf{( \$ 2 , 8 6 1 , 0 0 0 )}$ This amendment reduces MTS budgeted MVST by $\$ 2,000,000$. This reduction in funding allows for its distribution to other transportation funds. This reduction results in a $\$ 2,000,000$ planned use of reserves and does not drop MTS below its Council target reserve policy.

This amendment requests additional expenditure authority to cover the operations of Route 288 Forest Lake/Columbus to Minneapolis express service. This service was originally provided as part of the region's service rerouting to address the I-35W Bridge collapse. In August 2008 the bridge reopened and the federal funding for this program ended. The Council with the help of Anoka, Washington, and Chisago counties continued to pay for this service for 2008. Near the end of 2008 it was still not clear whether the service would be continued or how it would be funded. Because of the timing of these unresolved issues MTS was unable to budget for this service. This amendment seeks to bring in the $\$ 712,000$ of expense for the service and $\$ 371,000$ of revenues. Revenues include $\$ 28,000$ cash fares, $\$ 110,000$ Anoka County share, and $\$ 233,000$ Washington County share. The net use of $\$ 341,000$ of reserves will not reduce reserves below Council target reserve policy.

This amendment requests an additional $\$ 520,000$ of authority to cover unbudgeted expenditures in the current Two Rivers contract. The Two Rivers contract provides services in the east and southeast metro area. This budgeting error occurred during the 2008 budgeting process and was discovered in 2009 when new internal controls were implemented. Staff believes that these additional internal controls will help prevent this type of error from occurring in the future. The net use of $\$ 520,000$ of reserves will not reduce reserves below Council target reserve policy.

The amendment requests to bring in $\$ 2,385,803$ of Job Access Reverse Commute (JARC) and New Freedoms federal funds into the operating budget. These funds will be used to pass-through $\$ 1,883,303$ of awarded JARC and New Freedom subrecipients. The funds will also be used to purchase a coach bus for the Blue Express service out of Prior Lake and will be matched with Prior Lake provided local funds. This program also provides $\$ 32,500$ for administrative cost reimbursement related to this program. This action does not affect reserves.

## Rationale

Staff is recommending the following revisions to the Transportation Division 2009 Operating Budget.

## Funding

This amendment recognizes changes in state funding, additional federal revenue and local match, transfer of fund balances between transportation division funds, and reserve usages.

## Known Support/Opposition

No known opposition.

Metropolitan Council - Transportation Division 2009 Annual Budget - Summary of Revisions Operating Budget Amendment - Business Item 2009-252


