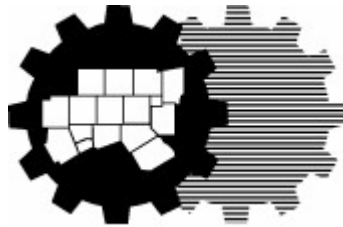


North Central Texas Council of Governments

**Annual Fiscal Report**  
**2008-2009**



**2008 – 2009**



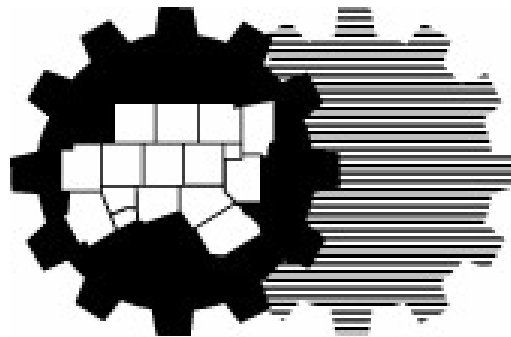
# **Annual Fiscal Program**

North Central Texas  
Council of Governments

R. MICHAEL EASTLAND  
Executive Director

MONTE C. MERCER  
Deputy Executive Director

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**North Central Texas  
Council of Governments**

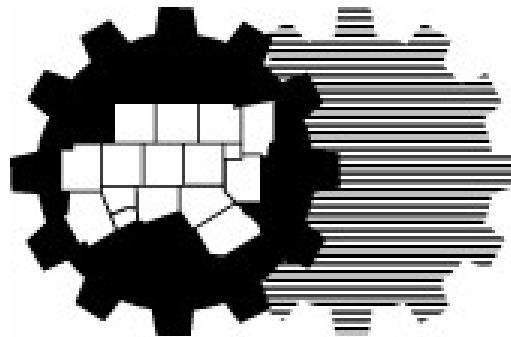
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**North Central Texas  
Council of Governments**

# Mission Statement

**W**e are an association of, by, and for local governments. We assist our members in planning for common needs, cooperating for mutual benefit, and recognizing regional opportunities for improving the quality of life in North Central Texas.

## North Central Texas Council of Governments



### Values:

**REGIONALISM**

**We believe** regionalism is the cornerstone of our existence, and that our unique regional perspective provides us the vantage point to address issues that extend beyond traditional boundaries. It is our goal to be the catalyst for building consensus from diverse viewpoints and maximizing regional unity.

**GOVERNANCE**

**We feel** that policy decisions are best made by the level of government closest to the people. Therefore, we directly involve local governments in our decision-making process, which is made up of an executive board of local elected officials and regional citizens with support from numerous study, technical, and policy committees.

**SERVICE**

**We seek** to provide high quality service to our members. Our charge is to work with our local governments and other service providers to identify the most useful and beneficial plans, services, and products to satisfy their needs, and, then, to provide them in a courteous and timely manner.

**EMPLOYEES**

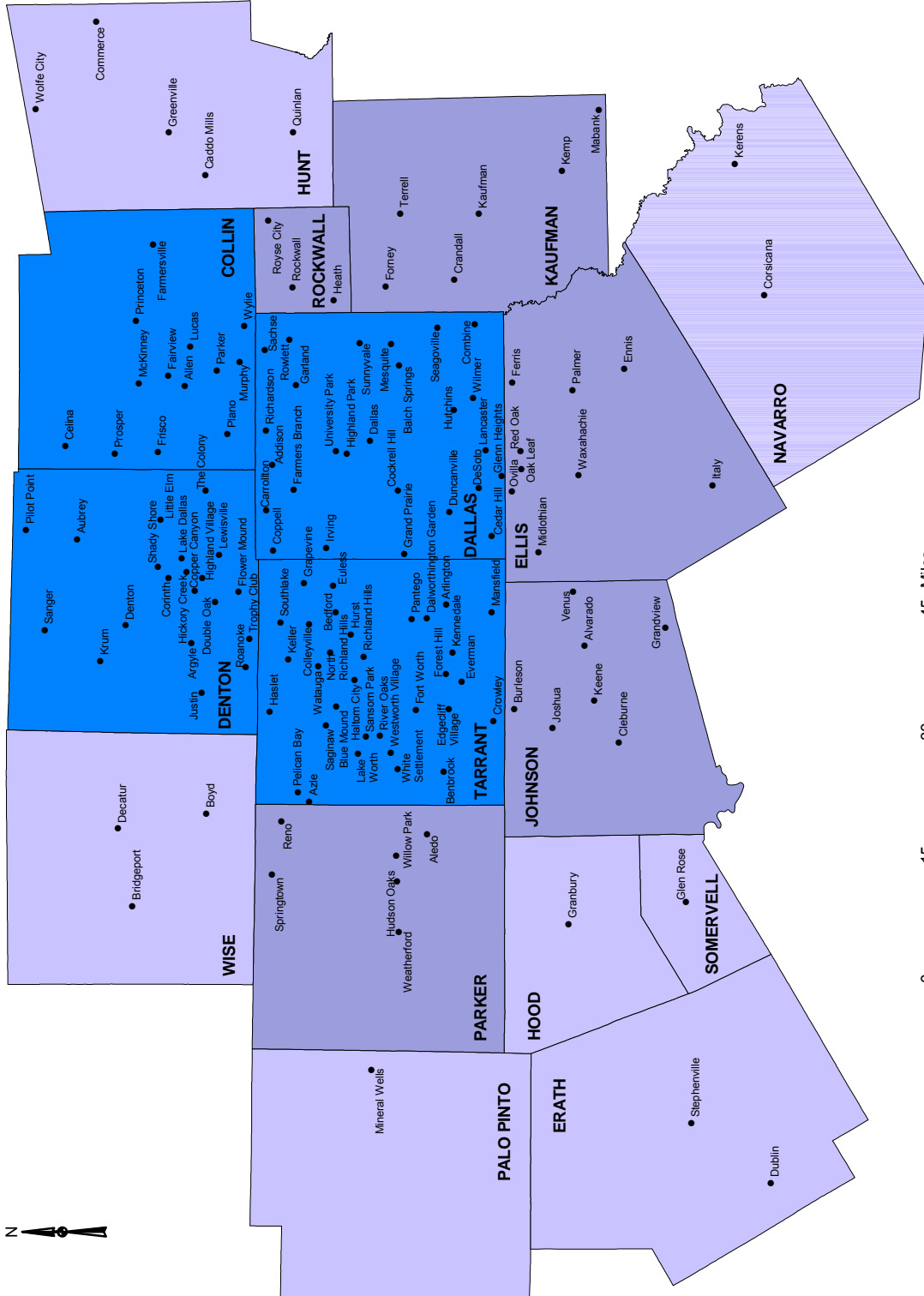
**We value** our employees and respect both individual excellence and dedicated teamwork. We support the principles of professional development, fair and consistent personnel practices, and competitive compensation.

**ETHICS**

**We maintain** the highest standards of professional integrity in providing competent, technically sound products and services. Honesty and impartiality are minimum standards for all our dealings with our members, the general public, other agencies, and each other.

**INNOVATION**

**We recognize** that our members are best served by our ability to anticipate the consequences of dynamic change. We, therefore, will help local governments find innovative solutions to both existing and future challenges facing North Central Texas.





**NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS  
MEMBER GOVERNMENTS (237)**

**Counties (16)**

**Collin  
Dallas  
Denton  
Ellis  
Erath  
Hood**

**Hunt  
Johnson  
Kaufman  
Navarro  
Palo Pinto  
Parker**

**Rockwall  
Somervell  
Tarrant  
Wise**

**Cities (169)**

**Addison  
Aledo  
Allen  
Alvarado  
Alvord  
Angus  
Anna  
Annetta  
Argyle  
Arlington  
Aubrey  
Aurora  
Azle  
Balch Springs  
Bartonville  
Bedford  
Benbrook  
Blooming Grove  
Blue Mound  
Blue Ridge  
Bridgeport  
Burleson  
Caddo Mills  
Carrollton  
Cedar Hill  
Celeste  
Celina  
Cleburne  
Cockrell Hill  
Colleyville  
Combine  
Commerce  
Coppell  
Copper Canyon  
Corinth  
Corsicana  
Crandall  
Cross Timbers  
Crowley  
Dallas  
Dalworthington Gardens  
Decatur**

**Denton  
DeSoto  
Dish  
Double Oak  
Dublin  
Duncanville  
Edgecliff Village  
Ennis  
Euless  
Everman  
Fairview (Collin)  
Farmers Branch  
Farmersville  
Ferris  
Flower Mound  
Forest Hill  
Forney  
Fort Worth  
Frisco  
Garland  
Glenn Heights  
Glen Rose  
Gordon  
Graford  
Granbury  
Grand Prairie  
Grandview  
Grapevine  
Greenville  
Hackberry  
Haltom City  
Haslet  
Heath  
Hickory Creek  
Highland Park  
Highland Village  
Hudson Oaks  
Hurst  
Hutchins  
Irving  
Italy  
Josephine**

**Joshua  
Justin  
Kaufman  
Keene  
Keller  
Kemp  
Kennedale  
Kerens  
Krum  
Lake Bridgeport  
Lake Dallas  
Lake Worth  
Lakewood Village  
Lancaster  
Lavon  
Lewisville  
Little Elm  
Lucas  
Mabank  
Mansfield  
McKinney  
McLendon-Chisholm  
Melissa  
Mesquite  
Midlothian  
Milford  
Millsap  
Mineral Wells  
Murphy  
Newark  
New Fairview  
New Hope  
Northlake  
North Richland Hills  
Oak Point  
Ovilla  
Palmer  
Pantego  
Paradise  
Parker  
Pecan Hill  
Pilot Point**

**NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS  
MEMBER GOVERNMENTS (237)**

**Cities (169) - continued**

**Plano  
Ponder  
Princeton  
Prosper  
Quinlan  
Red Oak  
Reno  
Rhome  
Richardson  
Richland Hills  
Rio Vista  
River Oaks  
Roanoke  
Rockwall  
Rowlett**

**Royce City  
Runaway Bay  
Sachse  
Saginaw  
Sanger  
Sansom Park  
Scurry  
Seagoville  
Southlake  
Springtown  
Stephenville  
Sunnyvale  
Talty  
Terrell  
The Colony**

**Trophy Club  
University Park  
Venus  
Watauga  
Waxahachie  
Weatherford  
West Tawakoni  
Westworth Village  
White Settlement  
Willow Park  
Wilmer  
Wolfe City  
Wylie**

**School Districts (23)**

**Arlington ISD  
Birdville ISD  
Carrollton-Farmers  
Branch ISD  
Cedar Hill ISD  
Cleburne ISD  
Denton ISD  
Duncanville ISD**

**Farmersville ISD  
Fort Worth ISD  
Garland ISD  
Grand Prairie ISD  
Greenville ISD  
Hurst-Euless-Bedford ISD  
Irving ISD  
Kaufman ISD**

**Lewisville ISD  
Mansfield ISD  
Mesquite ISD  
Plano ISD  
Richardson ISD  
Rockwall ISD  
Terrell ISD  
Weatherford ISD**

**Special Districts (29)**

**Acton Municipal Utility  
District  
Area Metropolitan  
Ambulance Authority  
Benbrook Water and Sewer  
Authority  
Central Appraisal District  
Of Collin County  
Central Appraisal District  
Of Johnson County  
Collin County Soil & Water  
Conservation District #535  
Dallas Area Rapid Transit  
Dallas County Community  
College District  
Dallas County Flood  
Control District #1  
Dallas County Schools  
Dallas County Utility &  
Reclamation District**

**Dallas County Water Control  
& Improvement District #6  
Dallas County Park Cities  
Municipal Utility District  
Dalworth Soil & Water  
Conservation District  
Denton County Fresh Water  
Supply District #1A  
Denton County  
Transportation Authority  
Fort Worth Transportation  
Authority  
Hunt Memorial Hospital  
District  
Johnson County Special  
Utility District  
Kaufman County  
Development District No. 1  
Lake Cities Municipal Utility  
Authority**

**North Texas Tollway  
Authority  
North Texas Municipal Water  
District  
Tarrant County Regional  
Water District  
Trinity River Authority  
Trophy Club Municipal Utility  
District #1  
Valwood Improvement  
Authority  
Weatherford College  
Wise County Water Control  
& Improvements District #1**

**NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS**  
**2008- 2009 EXECUTIVE BOARD**

President  
**John Murphy**  
Councilmember  
City of Richardson

Vice President  
**Bobby Waddle**  
Mayor  
City of Desoto

Secretary-Treasurer  
**B. Glen Whitley**  
County Judge  
Tarrant County

Past President  
**Chad Adams**  
County Judge  
Ellis County

Director  
**Mike Cantrell**  
Commissioner  
Dallas County

Director  
**Keith Self**  
County Judge  
Collin County

Director  
**John Matthews**  
Commissioner  
Johnson County

Director  
**Linda Koop**  
Councilmember  
City of Dallas

Director  
**Carter Burdette**  
Councilmember  
City of Fort Worth

Director  
**Allen Harris**  
Mayor Pro Tem  
City of The Colony

Director  
**Sheri Capehart**  
Deputy Mayor Pro Tem  
City of Arlington

Director  
**Kelly Walker**  
Mayor Pro Tem  
City of University Park

Director  
**Carter Porter**  
Councilmember  
City of Wylie

Executive Director  
**R. Michael Eastland**

General Counsel  
**Jerry C. Gilmore**

**ADMINISTRATIVE STAFF**

Deputy Executive Director  
**Monte Mercer**

Director of Transportation  
**Michael R. Morris**

Director of Community Services  
**Frederic W. Keithley**

Director of Emergency Preparedness  
**Gregg Dawson**

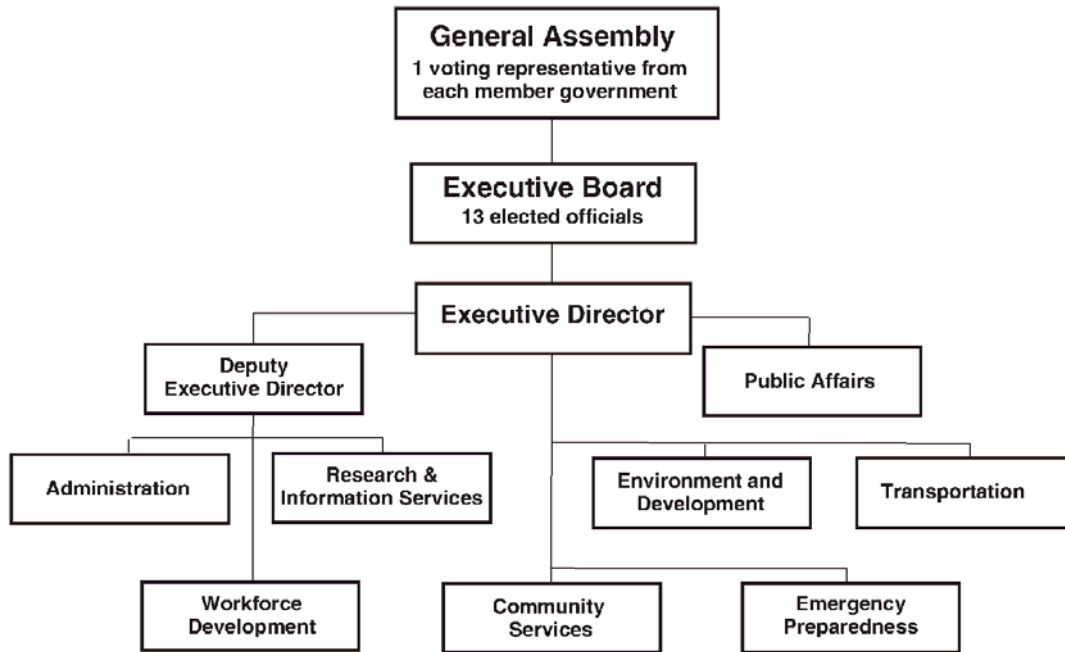
Director of Research and Information Services  
**Tim Barbee**

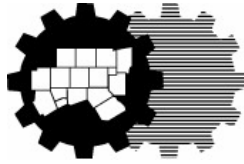
Director of Environment and Development  
**John Promise**

Director of Workforce Development  
**David Setzer**

# Organizational Chart

## North Central Texas Council of Governments





North Central Texas Council of Governments

September 25, 2008

THE HONORABLE PRESIDENT AND EXECUTIVE BOARD MEMBERS

NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS

Dear Policy Leaders:

We are pleased to present the 2009 fiscal year budget for the North Central Texas Council of Governments. The program of work funded by this budget addresses our mission of providing timely and effective services to our membership. We believe the budget also makes the most efficient use possible of the available resources entrusted to this agency.

Total budgeted expenses for 2008-2009 are \$204,333,000 of which \$126,498,000 is classified as pass-through and \$4,343,000 as in-kind funds. This leaves \$68,515,000 after interdepartmental charges for agency operations, which have the purpose of providing direct services and project coordination for our membership. By comparison, the 2008 budget had projected total expenses of \$215,800,000 with pass-through funding of \$134,844,000 and in-kind of \$3,938,000. The resulting local operating budget after interdepartmental charges was \$77,018,000.

Program expenses have decreased by \$12,387,000 from last year. The following table provides a comparison of expenditures by department for FY 2009 and FY 2008:

<b>PROGRAM EXPENDITURES</b>	<b>Fiscal Year 2008-2009</b>	<b>Fiscal Year 2007-2008</b>	<b>Amount Change</b>	<b>% Change</b>
Agency Management	\$ 814,000	\$ 1,102,000	\$ (288,000)	-37.6%
Agency Administration	5,737,000	4,580,000	1,157,000	26.2%
Public Affairs	405,000	425,000	(20,000)	-4.9%
Research & Information Services	6,260,000	5,641,000	619,000	12.4%
Community Services	17,921,000	29,553,000	(11,632,000)	-58.4%
Environment & Development	6,213,000	4,788,000	1,425,000	27.8%
Transportation	118,384,000	117,087,000	1,297,000	2.5%
Workforce Development	45,330,000	47,501,000	(2,171,000)	-4.7%
Emergency Preparedness	3,269,000	5,123,000	(1,854,000)	-17.7%
<b>TOTAL PROPOSED EXPENDITURES</b>	<b>\$ 204,333,000</b>	<b>\$ 215,800,000</b>	<b>\$ (11,467,000)</b>	<b>-7.9%</b>
Less: Interdepartmental Transfers for Direct Charges and Indirect Overhead	(4,977,000)	(4,057,000)	\$ (920,000)	21.2%
<b>TOTAL EXPENDITURES</b>	<b>\$ 199,356,000</b>	<b>\$ 211,743,000</b>	<b>\$ (12,387,000)</b>	<b>-8.8%</b>

## REVENUES FOR PROGRAMS AND SERVICES

Sources of revenue for the North Central Texas Council of Governments budgeted for FY 2009 are: (1) **Local revenues** of \$71,138,000, which account for 36% of total revenues; (2) **State and State administered grants** of \$113,744,000 which account for 57% of total revenues; and (3) **direct Federal grants** are \$14,472,000, which account for 7% of total revenues.

### 1) **Local Revenues: \$71,138,000**

- **Local contracts: \$64,723,000**

A significant amount of this category is reflected in fee-for-service contracts to local governments and the private sector by NCTCOG's Environment & Development department, the Research and Information Services department, and Emergency Preparedness department for such projects as Storm Water Management, I-Communities, and various emergency preparedness projects. The Transportation department's budget also includes a substantial amount of local funds for projects and grant matching requirements.

- **Local Government Annual Dues: \$645,000**

Dues for cities with populations under 2,000, school districts, and special districts are \$100 per year. Dues for cities between 2,000 and 5,000 in population are \$200 per year. Dues for cities over 5,000 in population are assessed on the basis of \$0.10 per capita in Dallas, Tarrant, Denton, and Collin Counties and \$0.08 per capita in the remaining counties. All counties are assessed on \$0.01 per capita (with a \$200 minimum). NCTCOG currently has 237 member governments consisting of 16 counties, 169 cities, 23 school districts and 29 special districts. A 1.9% increase in total revenue from dues is anticipated due to population growth in the area.

- **Emergency Preparedness Assessments: \$405,000**

This funding from member governments is entirely voluntary and is solely used for the operations of the Emergency Preparedness department. This department is responsible for the regional coordination of emergency planning.

- **Regional Training Center tuitions: \$314,000**

- **Regional Police Academy tuitions: \$538,000**

- **Regional Information Center sales: \$45,000**

- **Interest income: \$125,000**

- **Local government In-kind: \$4,343,000**

### 2) **State Administered Grants: \$113,744,000**

Many federal agencies have allocated funds to state governments for further distribution to local governments. These funds are passed through to the State then to NCTCOG primarily from the Department of Labor, Department of Health and Human Services, Department of Transportation, and Environmental Protection Agency. Additionally, criminal justice planning funds, solid waste planning funds and 9-1-1 planning funds are received directly from the State as a result of actions taken by the Texas Legislature.

### 3) **Direct Federal Grants: \$14,472,000**

The funding from these grants are primarily to the Transportation department for its continued development of transportation planning and air quality initiatives.

Pass through funds are not considered a part of NCTCOG's operating funds. They are defined as funds managed and administered by NCTCOG, but are passed through to local governments and community-based organizations. Total proposed expenditures in 2008-2009, net of interdepartmental transfers, amount to \$199,356,000. Of this amount, \$126,498,000 is considered pass through funds. These funds include support for selected programs such as the Stormwater Management Study; Area Agency on Aging Services; Workforce Development services; 9-1-1 services; and various external transportation studies.

## MAJOR EXPENDITURE CHANGES FOR PROGRAMS AND SERVICES

A summary of work programs, special projects and services is outlined in detail for each department within the section of this publication entitled "The 2008-2009 Work Program." Therefore, the following information explains major expenditure changes from FY 2008 to FY 2009.

- **Agency Management: \$814,000**

Agency Management supervises the day-to-day operation of the agency; implements policy directives of the Executive Board; and maintains all records of the Board (official minutes, resolutions, bylaws, and appointments). This department also manages the Texas Review and Comment System and several local government professional roundtables.

- **Agency Administration: \$5,737,000**

Agency Administration is responsible for fiscal management, grants administration and budgeting; internal audit, administration of purchasing, human resources, insurance, the retirement system, records management, and office space; as well as operation of the supply/mail/copy center.

- **Public Affairs: \$405,000**

Public Affairs provides a variety of external services on behalf of the agency (news media/public relations; directories, newsletters, and special publications; presentations; and operation of the Regional Information Center) and certain internal services for all departments (meeting/workshop arrangements, graphic design and photography, switchboard, mailing lists, and special projects).

- **Research and Information Services: \$6,260,000**

Research & Information Services provides general technical assistance; population and employment forecasts; annual population, housing and employment estimates; land use information; development announcement reports; and tabulation/analysis of Census data. Support is provided to a regional Geographic Information System (GIS) and NCTCOG's internal computer network. Custom data analyses and special products are also provided on a fee-for-service basis. The FY 2009 budget for Research and Information Services has increased from FY 2008 by \$619,000 because of an increase in direct support for the Workforce and Transportation departments as well as the addition of voice over IP system to replace the current phone system.

- **Community Services: \$17,921,000**

- **Area Agency on Aging: \$9,178,000**

This budget includes in-kind expenditures for grant matching requirements of \$4.3 million. The Council of Governments and its Area Agency on Aging (AAA) will receive an estimated state allocation of \$4.9 million compared to last year's budgeted allocation of \$4.6 million. Approximately \$3.2 million or 65% of the \$4.9 million allocated to the Area Agency on Aging (AAA) will be passed through to community-based organizations within the region for services to senior citizens.

- **9-1-1 Emergency Planning: \$6,268,000**

NCTCOG provides planning, implementation, management, as well as on-going administration of the regional network of 9-1-1 systems. NCTCOG provides 9-1-1 coverage for approximately 150 local jurisdictions, including more than 300 public safety agencies in 13 counties and 5 cities in Dallas County. There is a \$7.9 million reduction in expenditures because of equipment replacement implemented in FY 2008.

- **Regional Police Academy: \$1,075,000**

This program offers basic peace officer instruction as well as advanced courses for law enforcement personnel. It is funded in part by tuitions and supplemented by a Criminal Justice Division grant of approximately \$550,000.

- **Public Safety Radio Communications: \$579,000**

This program received additional funding for the continued implementation of the Regional Interoperable Communications Initiative.

- **Regional Training Center: \$457,000**

The Regional Training Center provides a variety of employee development training programs for government agencies located in the North Central Texas Region.

- **Criminal Justice Planning: \$364,000**

NCTCOG's Criminal Justice Planning program assists local governments and non-profit entities with the development of programs and projects designed to address particular crime related community problems. There is no significant change in expenditures for fiscal year 2009. A shift of expenditure responsibility to the subcontractor for the Law Enforcement Analysis Portal (LEAP) program lead to a \$5 million reduction in expenditures.

- **Environment and Development: \$6,213,000**

The Department of Environment & Development supports numerous committees composed of local government officials and staff, representatives of business, industry, and nonprofit organizations, as well as private citizens to address a variety of projects and programs dealing with municipal solid waste, public works, building codes, storm water management, flooding, water quality, air quality, recycling, trails, and development.

- **Transportation: \$118,384,000**

The Transportation Department provides technical planning services in support of development, project selection, and implementation of transportation projects in the Regional Transportation Plan and Transportation Improvement Program. The Department also provides regional planning, major investment studies, travel forecasting, air quality analysis, transit and traffic operations planning, airport planning, and technical assistance to local governments. This budget has increased \$1.3 million due to federal and state legislation and local funding initiatives which will mainly fund air quality and sustainable development programs.

- **Workforce Development: \$45,330,000**

Workforce Development administers publicly funded employment and training programs for Collin, Denton, Ellis, Erath, Hood, Hunt, Johnson, Kaufman, Navarro, Palo Pinto, Parker, Rockwall, Somervell, and Wise Counties. The department provides staff support to the North Central Texas Workforce Development Board by providing planning, coordination, management, and oversight services. This budget is \$2.2 million less than last year due to Workforce Investment Act funding reductions. Of the \$45.3 million in funding, \$42.3 million will be passed through to provide services for the region's citizens.

- **Emergency Preparedness: \$3,269,000**

The primary mission of the Emergency Preparedness department is to build a foundation for lasting partnerships and proactive Emergency Preparedness in North Central Texas through advocacy, information sharing, and collaboration. This department's budget has a net decrease of \$1.9 million due mainly to the expiration of the social services block grant to aid Hurricane Katrina victims.

### SUMMARY

This proposed budget is consistent with those of past years in terms of structure. In fiscal year 2009, NCTCOG will continue to accept new opportunities to provide services to its member governments. This budget provides a basis for regional problem solving through effective planning and coordination. It is with great pleasure that we present this budget to you.

Respectfully Submitted,



R. Michael Eastland  
Executive Director



Monte C. Mercer  
Deputy Executive Director



A purple square graphic with a pattern of binary code (0s and 1s) and a grid of small, semi-transparent dots in shades of green and yellow. The text 'The Fiscal Program' is overlaid in white serif font.

# The Fiscal Program



**NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS  
SUMMARY OF FUND AVAILABILITY AND  
PROGRAM EXPENDITURES  
COMBINED SCHEDULE**

<u>FUND AVAILABILITY</u>	<u>Actual FY2006-07</u>	<u>Budget FY2007-08</u>	<u>Proposed FY2008-09</u>	<u>Amount Change</u>
<b>Local</b>				
Local Contracts	\$ 59,831,062	\$ 62,840,186	\$ 64,722,446	\$ 1,882,260
NCTCOG Membership Dues	617,503	633,417	645,394	11,977
NCTCOG Emergency Preparedness Assessment	293,000	405,500	405,000	(500)
Regional Training Center	261,879	240,075	313,573	73,498
Regional Police Academy	523,412	473,026	538,346	65,320
Regional Information Center	39,504	49,999	45,000	(4,999)
Interest Income - Unrestricted	201,728	85,000	125,000	40,000
Interest Income - Restricted	3,045,816	-	-	-
Local Governments In-Kind Support & Program Income	<u>6,969,883</u>	<u>3,938,200</u>	<u>4,343,100</u>	<u>404,900</u>
	71,783,787	68,665,403	71,137,859	2,472,456
<b>State</b>				
State Financial Assistance	-	473,124	473,124	-
State Administered Grants	<u>100,276,082</u>	<u>122,407,042</u>	<u>113,271,264</u>	<u>(9,135,778)</u>
<b>State</b>	100,276,082	122,880,166	113,744,388	(9,135,778)
<b>Federal</b>	<u>2,131,357</u>	<u>20,455,193</u>	<u>14,472,346</u>	<u>(5,982,847)</u>
<b>TOTAL AVAILABLE FUNDS</b>	<b>174,191,226</b>	<b>212,000,762</b>	<b>199,354,593</b>	<b>(12,646,169)</b>
Less: Local Governments In-Kind Support & Program Income	<u>(6,969,883)</u>	<u>(3,938,200)</u>	<u>(4,343,100)</u>	<u>(404,900)</u>
<b>NET AVAILABLE FUNDS</b>	<b>167,221,343</b>	<b>208,062,562</b>	<b>195,011,493</b>	<b>(13,051,069)</b>
Less: Pass-Through Funds	(76,363,414)	(134,843,580)	(126,497,861)	8,345,719
Transfer from (to) Fund Balance				
General	(516,733)	-	-	-
Special Revenue	(40,411,413)	-	-	-
Proprietary	<u>2,970,536</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>NET AVAILABLE OPERATING FUNDS</b>	<b><u>\$ 52,900,319</u></b>	<b><u>\$ 73,218,982</u></b>	<b><u>\$ 68,513,632</u></b>	<b><u>\$ (4,705,350)</u></b>
<b><u>DEPARTMENTAL EXPENDITURES</u></b>				
Agency Management	\$ 714,488	1,101,546	\$ 813,719	\$ (287,827)
Agency Administration	4,382,191	4,579,597	5,737,305	1,157,708
Public Affairs	357,886	425,234	404,784	(20,450)
Research & Information Services	7,355,145	5,640,867	6,259,518	618,651
Community Services	15,262,151	29,812,507	17,920,417	(11,892,090)
Environment & Development	5,631,278	4,787,509	6,213,327	1,425,818
Transportation	48,481,984	117,086,715	118,383,705	1,296,990
Workforce Development	51,176,430	47,501,099	45,329,840	(2,171,259)
Emergency Preparedness	<u>6,900,842</u>	<u>5,122,711</u>	<u>3,268,514</u>	<u>(1,854,197)</u>
<b>TOTAL DEPARTMENTAL EXPENDITURES</b>	<b>140,264,637</b>	<b>216,057,785</b>	<b>204,331,129</b>	<b>(11,726,656)</b>
Less: Interdepartmental Transfers for				
Direct Charges and Indirect Overhead	<u>(4,031,021)</u>	<u>(4,057,023)</u>	<u>(4,976,536)</u>	<u>(919,513)</u>
<b>TOTAL EXPENDITURES</b>	<b>136,233,616</b>	<b>212,000,762</b>	<b>199,354,593</b>	<b>(12,646,169)</b>
Less: Local Governments In-Kind Support & Program Income	<u>(6,969,883)</u>	<u>(3,938,200)</u>	<u>(4,343,100)</u>	<u>(404,900)</u>
<b>NET EXPENDITURES</b>	<b>129,263,733</b>	<b>208,062,562</b>	<b>195,011,493</b>	<b>(13,051,069)</b>
Less: Pass-Through Funds	<u>(76,363,414)</u>	<u>(134,843,580)</u>	<u>(126,497,861)</u>	<u>8,345,719</u>
<b>NET OPERATING EXPENDITURES</b>	<b><u>\$ 52,900,319</u></b>	<b><u>\$ 73,218,982</u></b>	<b><u>\$ 68,513,632</u></b>	<b><u>\$ (4,705,350)</u></b>

**NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS  
SUMMARY OF FUND AVAILABILITY AND  
PROGRAM EXPENDITURES  
GENERAL FUND**

<b><u>FUND AVAILABILITY</u></b>	<b><u>Actual FY2006-07</u></b>	<b><u>Budget FY2007-08</u></b>	<b><u>Proposed FY2008-09</u></b>
<b>Local</b>			
NCTCOG Membership Dues	\$ 617,503	\$ 633,417	\$ 645,394
Regional Training Center	261,879	240,075	313,573
Regional Information Center	39,504	49,999	45,000
Interest Income - Unrestricted	201,728	85,000	125,000
Local Contracts	<u>334,897</u>	<u>20,000</u>	<u>20,000</u>
<b>TOTAL AVAILABLE FUNDS</b>	<b>1,455,511</b>	<b>1,028,491</b>	<b>1,148,967</b>
Transfer from (to) Fund Balance	<u>(516,733)</u>	<u>-</u>	<u>-</u>
<b>NET AVAILABLE OPERATING FUNDS</b>	<b><u>\$ 938,778</u></b>	<b><u>\$ 1,028,491</u></b>	<b><u>\$ 1,148,967</u></b>
<b><u>DEPARTMENTAL EXPENDITURES</u></b>			
Agency Management	372,836	601,457	593,332
Agency Administration	2,717,946	2,284,847	2,809,372
Public Affairs	357,886	425,234	404,784
Research & Information Services	322,588	381,575	398,616
Community Services	226,549	240,075	313,573
Environment & Development	40,998	163,557	306,000
Transportation	14,643	27,000	15,105
Workforce Development	<u>41,871</u>	<u>-</u>	<u>-</u>
<b>TOTAL DEPARTMENTAL EXPENDITURES</b>	<b>4,095,317</b>	<b>4,123,745</b>	<b>4,840,782</b>
Less: Interdepartmental Transfers for Direct Charges and Indirect Overhead	<u>(3,156,539)</u>	<u>(3,095,254)</u>	<u>(3,691,815)</u>
<b>NET OPERATING EXPENDITURES</b>	<b><u>\$ 938,778</u></b>	<b><u>\$ 1,028,491</u></b>	<b><u>\$ 1,148,967</u></b>

**NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS  
FUND AVAILABILITY BY SOURCE  
FOR FY 2008-2009**

	<u>In-Kind</u>	<u>Cash</u>	<u>Total</u>
<b>LOCAL</b>			
Local Contracts	\$	\$ 64,722,446	
NCTCOG Membership Dues		645,394	
Regional Police Academy		538,346	
Emergency Preparedness Assessment		405,000	
Regional Training Center		313,573	
Interest Income	-	125,000	
Regional Information Center		45,000	
Local Contributions	<u>4,343,100</u>	<u>-</u>	
<b>TOTAL LOCAL</b>	<b>4,343,100</b>	<b>66,794,759</b>	<b>\$ 71,137,859</b>
<b>STATE</b>			
Texas Workforce Commission (TWC)		46,110,962	
Texas Department of Transportation (TxDOT)		24,978,028	
Commission on State Emergency Communications (CSEC)		6,297,716	
Texas Commission on Environmental Quality (TCEQ)		26,412,612	
Texas Department of Aging and Disability Services (DADS)		4,858,445	
Governor's Office Division of Emergency Management (GDEM)		2,992,430	
Governor's Office, Criminal Justice Division (CJD)		921,301	
Department of State Health Services (DSHS)		581,200	
Governor's Office, State Financial Assistance		473,124	
Texas State Soil and Water Conservation Board		50,000	
State Energy Conservation Office (SECO)		46,618	
Texas Department of Housing & Community Affairs (TDHCA)		<u>21,952</u>	
<b>TOTAL STATE</b>			<b>113,744,388</b>
<b>FEDERAL</b>			
Federal Transit Authority (FTA)		9,369,993	
Environmental Protection Agency (EPA)		3,450,000	
Federal Aviation Administration (FAA)		845,485	
United States Department of Labor (US DOL)		515,794	
Federal Highway Administration (FHA)		147,200	
United States Department of Defense (US DOD)		131,405	
United States Department of Energy (US DOE)		<u>12,469</u>	
<b>TOTAL FEDERAL</b>			<b><u>14,472,346</u></b>
<b>TOTAL AVAILABLE FUNDS</b>			<b>\$ <u><u>199,354,593</u></u></b>

**NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS  
EXPENDITURES BY OBJECTIVE  
FOR FY 2008-2009**

	Operations & Services	In-Kind	Pass- through	Total Budget
Agency Management	\$ 813,719	\$ -	\$ -	\$ 813,719
Agency Administration	5,737,305	-	-	5,737,305
Public Affairs	404,784	-	-	404,784
Research & Information Services	6,259,518	-	-	6,259,518
Community Services	6,738,471	4,335,000	6,846,946	17,920,417
Environment & Development	3,513,947	8,100	2,691,280	6,213,327
Transportation	45,104,645	-	73,279,060	118,383,705
Workforce Development	3,013,325	-	42,316,515	45,329,840
Emergency Preparedness	1,904,454	-	1,364,060	3,268,514
Subtotals	73,490,168	4,343,100	126,497,861	204,331,129
Less: Transfers for Direct Charges and Indirect Overhead	(4,976,536)	-	-	(4,976,536)
<b>TOTALS</b>	<b>\$ 68,513,632</b>	<b>\$ 4,343,100</b>	<b>\$ 126,497,861</b>	<b>\$ 199,354,593</b>

\$126,497,861 of NCTCOG's budget is passed through for the benefit of local governments and community-based organizations

**DEFINITIONS:**

**Pass-Through:** Funds administered by NCTCOG which are directly passed through to local governments and community-based organizations for their specific benefit along with funds for consulting services.

**In-Kind:** Contributed services provided primarily by community based organizations, such as local volunteer services. These "in-kind" contributions do not require the expenditure of cash by NCTCOG. They are, however, required as local match on grantor funds to carry out the basic work programs.

**Operations and Services:** Funds required for general agency administration and operation, including all professional staff and administrative support to manage NCTCOG's external programs and internal administration. This includes community support, direct services to local governments, consultant supervision, and administration of pass-through programs. In addition, both direct and indirect overhead in support of the staff (accounting, human resources, purchasing, office space, equipment & furniture, utilities, supplies, travel, etc.) are included in these funds.

**Transfers for Direct Charges and Indirect Overhead:** Costs for agency-wide internal administrative services which benefit all programs (accounting & finance, human resources, purchasing, print shop, meeting room space, network services, phone charges, etc.) are included in these funds.

**NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS  
ACTUAL and ESTIMATED REVENUES  
INCLUDING PASS-THROUGH AND IN-KIND FUNDS**

Fiscal Year	Total Revenues	Pass- Through Funds	In-Kind Funds	Net Operational Funds	Authorized Full-time Positions
2000	32,179,056	13,257,886	2,045,493	16,531,412	175
2001	62,434,594	35,058,863	5,471,185	22,800,332	189
2002	63,151,818	38,437,372	4,251,933	21,079,801	203
2003	71,114,479	42,824,560	3,505,078	27,480,568	215
2004	71,147,008	41,431,120	3,808,788	25,668,994	222
2005	83,377,233	46,992,686	4,488,418	31,527,585	234
2006	93,265,943	52,930,289	5,050,182	28,361,220	259
2007	174,191,226	76,363,414	6,969,883	52,900,319	274
2008 <sup>(1)</sup>	212,000,762	134,843,580	3,938,200	73,218,982	316
2009 <sup>(2)</sup>	199,354,593	126,497,861	4,343,100	68,513,632	326

<sup>(1)</sup> Estimated

**NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS  
LAST TEN FISCAL YEARS  
REVENUES BY SOURCE**

Fiscal Year	Member Government Dues	Other Income	Local Contracts	State Financial Assistance	State Administered Grants	Federal Grants	Local In-Kind Contributions	Total
2000	496,727	247,891	2,761,881	442,305	25,922,513	262,246	2,045,493	32,179,056
2001	508,392	100,841	4,954,169	442,305	48,758,410	2,199,292	5,471,185	62,434,594
2002	539,995	61,258	5,578,533	464,854	50,490,059	1,765,186	4,251,933	63,151,818
2003	553,086	125,899	4,917,811	516,765	61,117,253	378,586	3,505,078	71,114,479
2004	567,314	145,749	4,824,658	-	61,568,092	232,407	3,808,788	71,147,008
2005	579,019	345,132	5,305,223	-	72,348,317	311,124	4,488,418	83,377,233
2006	595,578	197,404	13,072,830	-	73,654,735	695,214	5,050,182	93,265,943
2007	617,503	3,287,048	60,909,353	-	100,276,082	2,131,357	6,969,883	174,191,226
2008 <sup>(1)</sup>	633,417	134,999	63,958,787	473,124	122,407,042	20,455,193	3,938,200	212,000,762
2009 <sup>(2)</sup>	645,394	170,000	65,979,365	473,124	113,271,264	14,472,346	4,343,100	199,354,593

<sup>(1)</sup> Estimated

<sup>(2)</sup> Budgeted



**NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS  
MEMBER CITY AND COUNTY DUES STRUCTURE SUMMARY  
2008-2009**

COUNTIES	COUNTY DUES		CITY DUES		TOTAL DUES	
	Amount	Percent	Amount	Percent	Amount	Percent
Collin	\$ 7,481	1.2%	\$ 65,110	10.1%	\$ 72,591	11.3%
Dallas	24,518	3.8%	254,760	39.5%	279,278	43.3%
Denton	6,147	1.0%	52,850	8.2%	58,997	9.2%
Ellis	1,479	0.2%	6,488	1.0%	7,967	1.2%
Erath	386	0.1%	1,580	0.2%	1,966	0.3%
Hood	549	0.1%	608	0.1%	1,157	0.2%
Hunt	916	0.1%	3,400	0.5%	4,316	0.6%
Johnson	1,598	0.2%	6,488	1.0%	8,086	1.2%
Kaufman	1,026	0.2%	3,608	0.6%	4,634	0.8%
Navarro	495	0.1%	2,324	0.4%	2,819	0.5%
Palo Pinto	296	0.0%	1,588	0.2%	1,884	0.2%
Parker	1,203	0.2%	3,176	0.5%	4,379	0.7%
Rockwall	760	0.1%	3,952	0.6%	4,712	0.7%
Somervell	200	0.0%	200	0.0%	400	0.0%
Tarrant	17,802	2.8%	166,845	25.8%	184,647	28.6%
Wise	645	0.1%	1,716	0.3%	2,361	0.4%
Subtotal	\$ 65,501	10.2%	\$ 574,693	89.0%	\$ 640,194	99.2%
School Districts and Special Districts					5,200	0.8%
<b>TOTAL DUES</b>					<b>\$ 645,394</b>	<b>100.0%</b>

The annual dues for cities under 2,000, school districts, and special districts are \$100 per year. Dues for cities between 2,000 and 5,000 are \$200 per year. Dues for cities over 5,000 are assessed on the basis of \$.10 per capita in Dallas, Tarrant, Denton, and Collin Counties, and \$.08 per capita in the remaining twelve counties. All counties are assessed on the basis of \$.01 per capita with a \$200 minimum. In accordance with the Bylaws of the North Central Texas Council of Governments, the local government membership dues are based on the population estimates as certified annually by the Council.

**NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS  
STAFFING SUMMARY**

Department	Full Time		
	2007	2008	2009
Agency Management	3	3	3
Agency Administration	30	34	38
Public Affairs	4	4	4
Research & Information Services	28	31	32
Community Services	35	38	36
Environment & Development	24	26	24
Transportation	116	145	154
Workforce Development	23	24	24
Emergency Preparedness	11	11	11
<b>Totals</b>	<b>274</b>	<b>316</b>	<b>326</b>

Department	Part Time		
	2007	2008	2009
Agency Administration	-	1	2
Research & Information Services	2	2	3
Community Services	3	3	2
Environment & Development	2	3	4
Transportation	5	8	7
Workforce Development	1	1	1
Emergency Preparedness	5	5	5
<b>Totals</b>	<b>18</b>	<b>23</b>	<b>24</b>

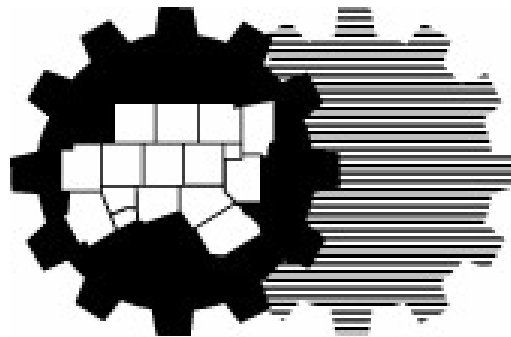
**NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS  
BUDGET SUMMARY**

Type of Expenditure	Fiscal Year 2007	Fiscal Year 2008	Fiscal Year 2009		
	Actual Expenditures	Budget	Proposed Budget	Change	Percentage of Operations
<b>COST OF OPERATIONS</b>					
Salaries	12,357,583	15,188,522	17,300,873	2,112,351	23.54%
Fringe Benefits	5,115,859	6,409,557	7,180,475	770,918	9.77%
Indirect	2,872,022	3,522,534	3,953,232	430,698	5.38%
Occupancy	1,875,327	2,082,892	2,252,350	169,458	3.06%
Travel	634,055	531,074	641,456	110,382	0.87%
Capital Outlay	3,147,862	832,335	817,100	( 15,235)	1.11%
Contract Services	30,958,469	13,379,428	12,017,002	( 1,362,426)	16.35%
Other	6,940,046	35,329,663	29,327,679	( 6,001,984)	39.91%
<b>Total Cost of Operations</b>	<b>63,901,223</b>	<b>77,276,005</b>	<b>73,490,168</b>	<b>( 3,785,837)</b>	<b>100.00%</b>
<b>Total Pass-Through</b>	<b>54,384,595</b>	<b>134,843,580</b>	<b>126,497,861</b>	<b>( 8,345,719)</b>	
<b>Total In-Kind</b>	<b>21,978,819</b>	<b>3,938,200</b>	<b>4,343,100</b>	<b>404,900</b>	
<b>Total Expenditures</b>	<b>140,264,637</b>	<b>216,057,785</b>	<b>204,331,129</b>	<b>( 11,726,656)</b>	


**NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS  
FUNDING SUMMARY**

Funding Source	Indirect Charges & Billed Services	Inter - Departmental Transfers	General Fund	Local Governments (In-Kind)	Local Contracts & Services	TOTAL LOCAL FUNDS	State Administered Grants	Federal Grants	TOTAL REVENUES
Agency Management	354,043	(806,342)	770,394	-	22,500	340,595	473,124	-	813,719
Agency Administration	2,809,372	1,627,933	-	-	1,300,000	5,737,305	-	-	5,737,305
Public Affairs	359,784	-	-	-	45,000	404,784	-	-	404,784
Research & Information Services	1,453,337	2,118,697	-	-	2,687,484	6,259,518	-	-	6,259,518
Community Services	-	(114,772)	-	4,335,000	1,003,919	5,224,147	12,696,270	-	17,920,417
Environment and Development	-	537,151	-	8,100	1,895,477	2,440,728	3,772,599	-	6,213,327
Transportation	-	(1,974,443)	-	-	58,664,985	56,690,542	47,736,611	13,956,552	118,383,705
Workforce Development	-	(1,296,916)	-	-	405,000	(1,296,916)	46,110,962	515,794	45,329,840
Emergency Preparedness	-	(91,308)	-	-	-	313,692	2,964,822	-	3,268,514
<b>Total Available Revenue:</b>	<b>4,976,536</b>	<b>-</b>	<b>770,394</b>	<b>4,343,100</b>	<b>66,024,365</b>	<b>76,114,395</b>	<b>113,744,388</b>	<b>14,472,346</b>	<b>204,331,129</b>

Program Description	Fiscal Year 2007 Actual			Fiscal Year 2008 Budget			Fiscal Year 2009 Proposed Budget		
	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES
Agency Management	714,488	-	714,488	1,101,546	-	1,101,546	813,719	-	813,719
Agency Administration	4,382,191	-	4,382,191	4,579,597	-	4,579,597	5,737,305	-	5,737,305
Public Affairs	357,886	-	357,886	425,234	-	425,234	404,784	-	404,784
Research & Information Services	7,355,145	-	7,355,145	5,640,867	-	5,640,867	6,259,518	-	6,259,518
Community Services	5,276,050	9,986,101	15,262,151	10,986,363	18,826,144	29,812,507	6,738,471	11,181,946	17,920,417
Environment and Development	5,325,035	306,243	5,631,278	3,473,509	1,314,000	4,787,509	3,513,947	2,699,380	6,213,327
Transportation	30,780,004	17,701,980	48,481,984	46,260,711	70,826,004	117,086,715	45,104,645	73,279,060	118,383,705
Workforce Development	3,188,125	47,988,305	51,176,430	3,453,813	44,047,286	47,501,099	3,013,325	42,316,515	45,329,840
Emergency Preparedness	6,520,057	380,785	6,900,842	1,354,365	3,768,346	5,122,711	1,904,454	1,364,060	3,268,514
<b>Total Expenditures:</b>	<b>63,901,223</b>	<b>76,363,414</b>	<b>140,264,637</b>	<b>77,276,005</b>	<b>138,781,780</b>	<b>216,057,785</b>	<b>73,490,168</b>	<b>130,840,961</b>	<b>204,331,129</b>



**North Central Texas  
Council of Governments**

A purple square graphic with a pattern of binary code (0s and 1s) and a grid of dots in shades of green and yellow. The text "The Work Program" is overlaid in white serif font.

# The Work Program



## **AGENCY MANAGEMENT PROGRAM SUMMARY**

### **MISSION AND GOALS STATEMENT**

Agency Management is the responsibility of the Executive Director's Office and includes providing staff support to the Executive Board. As the Chief Executive and Administrative Officer, the Executive Director's primary mission is to effectively and efficiently carry out the policies and directives of the Executive Board and supervise the day-to-day activities of the Agency. This office also maintains the official minutes, resolutions, bylaws and committee appointments records for the Board of Directors.

The goals and objectives for Fiscal Year 2008-2009 include:

#### **Executive Board Support**

- Coordinate the development and timely distribution of briefing and policy statements to assist the Board in making informed decisions at monthly Board meetings.
- Conduct a comprehensive orientation session for new Board members within one month of their election.
- Provide the Board adequate and timely opportunities to discuss policy issues related to the Annual Work Program and budget.

#### **Membership Outreach and Support**

- Conduct an annual meeting of the General Assembly in conjunction with a Mayors' and Council members' training workshop.
- Conduct meetings for City Managers to provide opportunities to discuss common issues and problems, to relate new or innovative approaches for delivery of municipal programs and to explore cooperative approaches to service delivery.
- Speak to educational, civic or professional organizations six to twelve times annually to inform them on current regional issues and promote regionalism.
- Serve as secretariat to the North Texas City Management Association and assist them in the facilitation of meetings and programs.
- Serve as Treasury to the Urban Management Assistants of North Texas receiving and depositing their checks and assisting with the collection of membership dues.
- Staff the NCTCOG Clean Air Steering Committee and represent the region on air quality matters with the Texas Commission on Environmental Quality, Environmental Protection Agency, and with the Texas Clean Air Working Group.
- Conduct and publish two information surveys for the membership relative to tax rates and fees for services.
- Provide timely responses to requests for information received from member governments, state and federal officials and local businesses on topics such as grants-in-aid, finance, planning and zoning, state and federal laws, economic development and local government operating procedures.

### **Staff Support and Development**

- Hold at least one meeting each month with department directors to discuss common issues, to foster teamwork, to determine the best approach to implementing Board policy directives and to discuss emerging issues or future needs.
- Allocate time each week to visit individually with each director to assure that they are receiving the proper direction, support and resources to carry out their mission, to receive status reports on projects and to help guide their efforts in delivering services to the membership.
- Assure that the entire agency is receiving proper training on new laws and regulations which affect the organization or the membership, concerning new or better techniques of providing services, best personnel practices, technical changes or advances in applicable career fields and improving customer service.
- Meet with individual employees on any work-related concerns or problems within one week after request is received.

### **Texas Review and Comment System**

- Coordinate intergovernmental review of approximately 400 anticipated requests for state and federal grants-in-aid from entities within the sixteen-county region.
- Provide technical, administrative and policy review is given to each request for funds to assure conformity with local, regional or state plans, and involves more than 50 meetings each year.

### **Special Projects**

- Provide leadership and facilitate the development of special projects, which benefit the membership by saving money and by increasing productivity and/or effectiveness.
- Review and promote opportunities for member local governments to conserve public resources through cooperative arrangements.
- Facilitate Executive Board and local government involvement in the effort to achieve attainment of The Federal Clean Air Act within affected counties.
- Continue to assist member governments to accommodate new responsibilities as the federal and state governments devolve programs to local governments.
- Provide leadership and support for the Vision North Texas Program.



**NCTCOG DEPARTMENTAL STAFFING SUMMARY**  
**DEPARTMENT: AGENCY MANAGEMENT**

Position Title	Grade	Full-Time		
		2007	2008	2009
Executive Director	21	1	1	1
Assistant to Executive Director	17	1	1	1
Administrative Assistant II	07	1	1	1
<b>Totals</b>		<b>3</b>	<b>3</b>	<b>3</b>

**NCTCOG DEPARTMENTAL BUDGET SUMMARY**  
**DEPARTMENT: AGENCY MANAGEMENT**

Type of Expenditure	Fiscal Year 2007	Fiscal Year 2008	Fiscal Year 2009		
	Actual Expenditures	Budget	Proposed Budget	Change	Percentage of Operations
<b>COST OF OPERATIONS</b>					
Salaries	269,652	276,336	271,856	( 4,480)	33.41%
Fringe Benefits	113,189	116,614	112,548	( 4,066)	13.83%
Indirect	17,998	11,152	4,637	( 6,515)	0.57%
Occupancy	19,479	18,964	19,590	626	2.41%
Travel	63,559	48,270	48,270	-	5.93%
Capital Outlay	149,887	210,680	210,680	-	25.89%
Contract Services	-	-	-	-	-
Other	80,724	419,530	146,138	( 273,392)	17.96%
<b>Total Cost of Operations</b>	<b>714,488</b>	<b>1,101,546</b>	<b>813,719</b>	<b>( 287,827)</b>	<b>100.00%</b>
<b>Total Pass-Through</b>	-	-	-	-	
<b>Total In-Kind</b>	-	-	-	-	
<b>Total Expenditures</b>	<b>714,488</b>	<b>1,101,546</b>	<b>813,719</b>	<b>( 287,827)</b>	

**NCTCOG DEPARTMENTAL FUNDING SUMMARY**  
**DEPARTMENT: AGENCY MANAGEMENT**

Funding Source	Indirect Charges & Billed Services	Inter-Departmental Transfers	General Fund	Local Governments (In-Kind)	Local Contracts	TOTAL LOCAL FUNDS	State Administered Grants	Federal Grants	TOTAL REVENUES
North Central Texas Council of Governments	354,043	-	770,394	-	-	1,124,437	-	-	1,124,437
Office of the Governor, State Financial Assistance	-	-	-	-	-	-	473,124	-	473,124
Local Governments	-	-	-	-	22,500	22,500	-	-	22,500
Research & Information Services Department	-	(485,237)	-	-	-	(485,237)	-	-	(485,237)
Environment & Development Department	-	(306,000)	-	-	-	(306,000)	-	-	(306,000)
Transportation Department	-	(15,105)	-	-	-	(15,105)	-	-	(15,105)
<b>Total Available Revenue:</b>	<b>354,043</b>	<b>(806,342)</b>	<b>770,394</b>	<b>-</b>	<b>22,500</b>	<b>340,595</b>	<b>473,124</b>	<b>-</b>	<b>813,719</b>

Program Description	Fiscal Year 2007 Actual			Fiscal Year 2008 Budget			Fiscal Year 2009 Proposed Budget		
	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES
Non-Project Expenditures, Local	218,493	-	218,493	646,683	-	646,683	100	-	100
Agency Management - Indirect	316,204	-	316,204	334,505	-	334,505	354,043	-	354,043
Regional Local Assistance	113,164	-	113,164	97,858	-	97,858	109,220	-	109,220
General Assembly	17,482	-	17,482	20,000	-	20,000	20,000	-	20,000
Urban Management Assistants of North Texas	2	-	2	1,000	-	1,000	1,000	-	1,000
North Texas City Manager's Association	1,523	-	1,523	1,500	-	1,500	1,500	-	1,500
Urban Fellowship HUD	45,974	-	45,974	-	-	-	-	-	-
State Implementation Plan	1,646	-	1,646	-	-	-	-	-	-
<b>Total Expenditures:</b>	<b>714,488</b>	<b>-</b>	<b>714,488</b>	<b>1,101,546</b>	<b>-</b>	<b>1,101,546</b>	<b>485,863</b>	<b>-</b>	<b>485,863</b>

## **AGENCY ADMINISTRATION PROGRAM SUMMARY**

### **MISSION AND GOALS STATEMENT**

The Department of Administration provides the following services: purchasing, human resources, insurance, accounting, retirement system, budgeting and financial control, grant administration, internal audit, subcontractor fiscal monitoring, records management, office space, equipment management, centralized mail and office supply distribution and operation of the print shop.

The mission of this department is to provide administrative service for the functional departments within the agency, to develop an understanding of agency policy and operating procedures, to assist the functional departments with their financial management needs and to provide technical assistance to local governments in the area of current financial management practices.

The goals and objectives for Fiscal Year 2008-2009 include:

- Continue to address legislative changes within grant sources.
- Evaluation of technology to enable agency to have broader access to accounting information.
- Evaluation of accounting and human resource software functionality to meet organizational needs.
- Automation of budget preparation and creation of a multi-year financial plan.
- Preparation of the Comprehensive Annual Financial Report.
- Continue development of management information services to assist program managers in management of their respective areas.
- Evaluate and update guidelines for Request for Proposal agency process.
- Evaluate and update guidelines for legal contracts with vendors.
- Update guidelines for record retention procedures.
- Analysis and reporting of indirect costs and allocation.
- Analysis and reporting of fringe benefits costs and allocation.
- Review and make recommendations for health care options.
- Work with contractors to provide supervisory training for agency employees.
- Provide support for Government Finance Officer's Association of Texas roundtables.
- Work with local governments to establish a shared services plan.
- Work with local governments to establish performance measures.



**NCTCOG DEPARTMENTAL BUDGET SUMMARY**  
**DEPARTMENT: AGENCY ADMINISTRATION**

Type of Expenditure	Fiscal Year 2007	Fiscal Year 2008	Fiscal Year 2009		
	Actual Expenditures	Budget	Proposed Budget	Change	Percentage of Operations
<b>COST OF OPERATIONS</b>					
Salaries	1,481,830	1,772,570	2,243,969	471,399	39.11%
Fringe Benefits	620,993	748,025	929,003	180,978	16.19%
Indirect	213,583	257,525	301,715	44,190	5.26%
Occupancy	364,077	379,477	427,430	47,953	7.45%
Travel	24,596	11,600	23,700	12,100	0.41%
Capital Outlay	-	-	-	-	-
Contract Services	849,328	702,911	721,855	18,944	12.58%
Other	827,784	707,489	1,089,633	382,144	18.99%
<b>Total Cost of Operations</b>	<b>4,382,191</b>	<b>4,579,597</b>	<b>5,737,305</b>	<b>1,157,708</b>	<b>100.00%</b>
<b>Total Pass-Through</b>	-	-	-	-	
<b>Total In-Kind</b>	-	-	-	-	
<b>Total Expenditures</b>	<b>4,382,191</b>	<b>4,579,597</b>	<b>5,737,305</b>	<b>1,157,708</b>	

NCTCOG DEPARTMENTAL FUNDING SUMMARY  
DEPARTMENT: AGENCY ADMINISTRATION

Funding Source	Indirect Charges & Billed Services	Inter - Departmental Transfers	General Fund	Local Governments (In-Kind)	Local Contracts	TOTAL LOCAL FUNDS	State Administered Grants	Federal Grants	TOTAL REVENUES
North Central Texas Council of Governments	2,567,872	-	-	-	-	2,567,872	-	-	2,567,872
Public Employees Benefit Cooperative	-	(165,000)	-	-	1,300,000	1,135,000	-	-	1,135,000
Transportation Department	-	973,719	-	-	-	973,719	-	-	973,719
Workforce Development Department	-	425,106	-	-	-	425,106	-	-	425,106
Community Services Department	-	262,200	-	-	-	262,200	-	-	262,200
Print Shop	241,500	-	-	-	-	241,500	-	-	241,500
Environment & Development Department	-	49,000	-	-	-	49,000	-	-	49,000
Emergency Preparedness Department	-	45,308	-	-	-	45,308	-	-	45,308
Research & Information Services Department	-	37,600	-	-	-	37,600	-	-	37,600
<b>Total Available Revenue:</b>	<b>2,809,372</b>	<b>1,627,933</b>	<b>-</b>	<b>-</b>	<b>1,300,000</b>	<b>5,737,305</b>	<b>-</b>	<b>-</b>	<b>5,737,305</b>

Program Description	Fiscal Year 2007 Actual			Fiscal Year 2008 Budget			Fiscal Year 2009 Proposed Budget		
	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES
Agency Administration	1,134,614	-	1,134,614	1,353,549	-	1,353,549	1,704,321	-	1,704,321
Public Employees Benefit Cooperative	905,114	-	905,114	858,550	-	858,550	1,135,000	-	1,135,000
Agency Operations	917,395	-	917,395	722,920	-	722,920	863,551	-	863,551
Transportation Department Support	371,352	-	371,352	595,071	-	595,071	973,719	-	973,719
Workforce Development Department Support	321,599	-	321,599	431,128	-	431,128	425,106	-	425,106
Community Services Department Support	226,762	-	226,762	249,000	-	249,000	262,200	-	262,200
Print Shop	241,500	-	241,500	208,378	-	208,378	241,500	-	241,500
Environmental Resources Department Support	45,376	-	45,376	48,000	-	48,000	49,000	-	49,000
Emergency Preparedness Department Support	44,554	-	44,554	76,701	-	76,701	45,308	-	45,308
Research & Information Services Department Support	31,745	-	31,745	36,300	-	36,300	37,600	-	37,600
Government Finance Officers Association of Texas Support	1,918	-	1,918	-	-	-	-	-	-
Monster.com Internet Recruiting	133,237	-	133,237	-	-	-	-	-	-
Special Projects	7,025	-	7,025	-	-	-	-	-	-
<b>Total Expenditures:</b>	<b>4,382,191</b>	<b>-</b>	<b>4,382,191</b>	<b>4,579,597</b>	<b>-</b>	<b>4,579,597</b>	<b>5,737,305</b>	<b>-</b>	<b>5,737,305</b>

## **PUBLIC AFFAIRS PROGRAM SUMMARY**

### **MISSION AND GOALS STATEMENT**

The Public Affairs Division, under the direction of the Executive Director's Office, facilitates effective communication to promote coordination among and participation by local governments and their officials in North Central Texas. This division serves as a distribution point for NCTCOG related reports, maps, and information; provides information to media representatives across the region; and provides staff with public information tools, and graphics design services.

The goals and objectives for Fiscal Year 2008-2009 include:

#### **Disseminate Public Information**

- Coordinate, provide graphics, edit and produce (a) *It's Your Region*, a monthly regional newsletter about NCTCOG activities and services; (b) the *Insiders Newsletter*, a monthly summary of the Executive Board agenda; and (c) a *Regional Directory*, an annual directory which lists elected and appointed officials in NCTCOG's 16-county region.
- Provide support to NCTCOG departments in the design and production of catalogs, brochures, fact sheets, newsletters, and other materials to market NCTCOG's services and activities.
- Serve as a distribution point for free information generated through regional planning activities and as a storefront for the sale of statistical data, maps, and publications.
- Provide receptionist to serve as the first point of contact and referral for telephone clients, in-house visitors, customers, and the general public.
- Provide a wide variety of internal services to the agency, including a monthly newsletter for NCTCOG employees; creative support (graphic design, page layout and editing, photography and scans, and printing specifications); routing of periodicals and other materials to staff; and maintenance of computerized mailing lists.
- Provide a wide variety of external services on behalf of the agency, including preparation and dissemination of news releases; major mailings to member governments; management of the central reception area, and response to telephone, visitor, and e-mail requests for assistance, information and referral.

**NCTCOG DEPARTMENTAL STAFFING SUMMARY**  
**DEPARTMENT: PUBLIC AFFAIRS**

Position Title	Grade	Full Time		
		2007	2008	2009
Graphics Design Coordinator	12	1	1	1
Graphics Designer	10	1	1	1
Information Center Assistant	04	1	1	1
Receptionist	02	1	1	1
<b>Totals</b>		<b>4</b>	<b>4</b>	<b>4</b>

The Assistant to the Executive Director is partially allocated to this program.

**NCTCOG DEPARTMENTAL BUDGET SUMMARY**  
**DEPARTMENT: PUBLIC AFFAIRS**

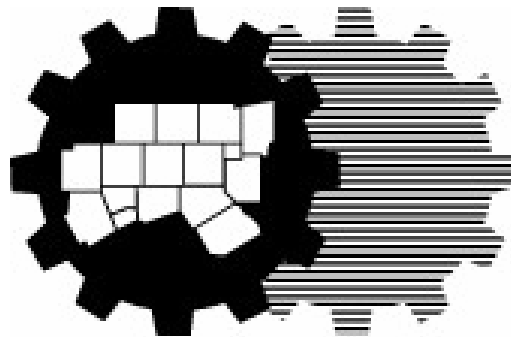
Type of Expenditure	Fiscal Year 2007	Fiscal Year 2008	Fiscal Year 2009		
	Actual Expenditures	Budget	Proposed Budget	Change	Percentage of Operations
<b>COST OF OPERATIONS</b>					
Salaries	168,404	211,787	226,402	14,615	55.93%
Fringe Benefits	70,689	89,374	93,730	4,356	23.16%
Indirect	-	-	-	-	-
Occupancy	27,102	27,335	27,335	-	6.75%
Travel	298	1,050	1,050	-	0.26%
Equipment	-	-	-	-	-
Contract Services	2,705	-	-	-	-
Other	88,688	95,688	56,267	( 39,421)	13.90%
<b>Total Cost of Operations</b>	<b>357,886</b>	<b>425,234</b>	<b>404,784</b>	<b>( 20,450)</b>	<b>100.00%</b>
<b>Total Pass-Through</b>	-	-	-	-	
<b>Total In-Kind</b>	-	-	-	-	
<b>Total Expenditures</b>	<b>357,886</b>	<b>425,234</b>	<b>404,784</b>	<b>( 20,450)</b>	



**NCTCOG DEPARTMENTAL FUNDING SUMMARY**  
**DEPARTMENT: PUBLIC AFFAIRS**

Funding Source	Indirect Charges & Billed Services	Inter - Departmental Transfers	General Fund	Local Governments (In-Kind)	Local Contracts	TOTAL LOCAL FUNDS	State Administered Grants	Federal Grants	TOTAL REVENUES
North Central Texas Council of Governments	277,262	-	-	-	-	277,262	-	-	277,262
Graphics Center Charges	82,522	-	-	-	-	82,522	-	-	82,522
Information Center Sales	-	-	-	-	45,000	45,000	-	-	45,000
<b>Total Available Revenue:</b>	<b>359,784</b>	-	-	-	<b>45,000</b>	<b>404,784</b>	-	-	<b>404,784</b>

Program Description	Fiscal Year 2007 Actual			Fiscal Year 2008 Budget			Fiscal Year 2009 Proposed Budget		
	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES
Graphics Center	181,765	-	181,765	201,693	-	201,693	185,972	-	185,972
Information Center	78,254	-	78,254	96,161	-	96,161	95,195	-	95,195
Public Affairs	97,867	-	97,867	127,380	-	127,380	123,617	-	123,617
<b>Total Expenditures:</b>	<b>357,886</b>	-	<b>357,886</b>	<b>425,234</b>	-	<b>425,234</b>	<b>404,784</b>	-	<b>404,784</b>



**North Central Texas  
Council of Governments**

## **RESEARCH AND INFORMATION SERVICES PROGRAM SUMMARY**

### **MISSION AND GOALS STATEMENT**

The mission of the North Central Texas Council of Governments' (NCTCOG) Research and Information Services (RIS) Department is three-fold:

1. To provide objective information and analysis on the development of the region for use in area planning and economic development activities
2. To support the information service needs of NCTCOG
3. To assist local governments in the implementation of information technology.

RIS develops and supports for both NCTCOG and the region:

- **Computer and Network Operations**
- **Regional Demographic Information**
- **Geographic Information Systems (GIS)**
- **Technical Services**
- **Shared Services**

Information on the region and RIS activities is provided to the public through a variety of publications and via the Internet World Wide Web.

### **COMPUTER AND NETWORK OPERATIONS**

The goal of the Computer Operations group is to provide the technological foundation upon which the majority of the Agency's programs depend. The group accomplishes its goal by designing, installing, and providing post-installation support of the Agency's

- Centralized file storage and backup;
- Database servers;
- Web hosting servers;
- Desktop computers, printers, scanners;
- Local area network switching and connectivity;
- Local area network and desktop printing;
- Wide area network connectivity;
- Internet connectivity;
- E-mail services;
- Network security and virus defense; and
- Remote access, virtual private networking, and terminal services.

### **REGIONAL DEMOGRAPHIC INFORMATION**

The RIS department supports a variety of demographic needs across North Central Texas. Data and analyses created with this program are used in transportation planning, environmental analysis, area economic development, and other projects that require information on demographic patterns in North Central Texas.

- **DEVELOPMENT MONITORING:** This program initiates, maintains, and improves development information required for regional and local projects, including commercial structures, major employers, single and multi-family residential, and land use inventories. This information is developed and coordinated with local jurisdictions and state organizations.
- **ANNUAL POPULATION AND HOUSING ESTIMATES:** This 30-year program surveys local jurisdictions for building permit information on local housing construction and reviews demographic trends in area cities and counties. Products resulting from these analyses include annual population and housing estimates publications detailing these trends by individual city and county, along with other public information summary reports distributed to local chambers, economic development organizations, and the general public.

- **DEMOGRAPHIC FORECASTS:** The NCTCOG Demographic Forecast provides long-range, small area population, household, and employment projections. Forecasts are created every five years, and typically forecast 30-35 years into the future. Forecasts are developed using a federally recognized land-use model that allocates households and employment to the various counties for a regional control total, then disaggregates the totals to forecast districts, cities, and counties. Local governments participate by reviewing estimates created by the model, and by offering additional data to improve the small area estimate accuracy. These forecasts are used in local and regional urban planning, economic development, homeland security, transportation planning, and various resource allocations.

## **GEOGRAPHIC INFORMATION SYSTEMS**

The GIS department supports the GIS efforts throughout the agency and region and coordinates these efforts with the State and Federal organizations. In-house, this includes updating software, purchasing and installing new hardware, database management, updating GIS layers, building automated tools and coordinating agency-wide GIS efforts. Technical support for this quickly changing technology is a core component of this service. Support for our region is realized through cooperative purchases of data such as aerial photography, elevation contours, and planimetrics, the coordinating of the regional GIS meetings and training, and support for cities establishing a GIS through its yoUR GIS program.

- **AERIAL PHOTOGRAPHY:** The RIS department, along with assistance from TxDOT-Dallas, will continue to provide high quality orthophotography for the entire NCTCOG Region. This project coordinates the purchase and ongoing maintenance and support of orthophotography for over 100 members including counties, cities, local jurisdictions, state and federal agencies and will create a seamless aerial base map to be use in engineering and planning projects, as well as all aspects of Emergency Preparedness and 9-1-1 applications. This cooperative purchase program allows members to realize significant savings.
- **yoUR GIS:** This program assists members that need help developing their existing GIS program, or in initiating a new program for their area. By providing assistance from the GIS staff, we are able to offer expertise to our members while ensuring their development is compatible to the region, state and federal development of GIS-related data and methodology. This type of program also reduces the duplication of data by providing an avenue for free or inexpensive data that has already been generated by other entities throughout the region. The program promotes sharing between the members, as well as encourages better communication and cooperation between all entities.
- **REGIONAL GIS COORDINATION:** The RIS department holds its regional GIS meetings for all interested GIS professionals. These all-day meetings offer lectures and demonstrations by other GIS professionals on new technology and various GIS-related projects. It gives our members a chance to keep up with new developments in their profession, as well as improve communications between all members. 120+ participants attend these meetings.
- **GIS TRAINING:** The RIS department offers GIS and GIS-related classes to all GIS professionals on site and at our member locations. In addition to eliminating travel expenses, NCTCOG offers discounts of all of its classes to its members. These same classes are offered to the private sector for the regular rates
- **PLANIMETRICS:** The RIS department is coordinating the generation of Planimetrics (*building footprints, parking lots, road edges, sidewalks, fences, lakes, ponds, creeks, bridges and tree canopies*) for all interested members. By coordinating the project on a region-level, we are once again able to greatly reduce the acquisition cost for these types of data. This also assists our smaller entities with limited resources to benefit from this type of data that would not normally be available to them. Participating members are expected to realize at least a substantial savings.
- **GIS CLEARINGHOUSE:** NCTCOG's GIS Data Clearinghouse contains high-quality digital geographic data for the North Central Texas region. Data are available free to the public for use with Geographic Information Systems (GIS) or similar data management and analysis systems. Other data layers are available to NCTCOG members only. NCTCOG members may click here to log in or request a username and password to download these files.

## **TECHNICAL SERVICES**

This program provides on-going support to the Agency and member governments implementing GIS, custom data processing and analysis, and Internet technologies. In addition to assisting other NCTCOG departments and local governments in developing information standards, RIS also acts as an information clearinghouse to local governments in North Central Texas. The department also provides Internet resources to its member governments.

- **ICOMMUNITIES:** Extensive internet mapping services are provided through the *iCommunities program*, combining powerful GIS, database, and Internet technologies. The interactive mapping tools developed through this program help local governments distribute key information to their constituents and to other communities in the region. Currently 27 local governments are taking advantage of this service.
- **WEB DEVELOPMENT:** The RIS department is responsible for designing and administering the Agency web site. This includes developing custom web applications to deliver interactive queries of NCTCOG data. In addition, the RIS department develops custom web applications for local governments. Examples include development and maintenance of the Dallas County Elections web site, a local government performance measurement web site, an online municipal fee survey, and an online emergency management contact system (LOCATE).
- **CUSTOM DEMOGRAPHIC ANALYSIS AND SUPPORT:** The RIS department serves as a technical support center for demographic information and analysis. This support includes custom demographic radius reports, custom maps, and general demographic information assistance. Requests for support come from NCTCOG staff, the general public, and local, state, and federal governments.
- **DATA APPLICATIONS:** RIS is supporting multiple enterprise databases that address key functions as diverse as employee health-care eligibility, accounting, auto inspections, demographic forecasts, live data analysis, tornado damage impacts, and geographic information system implementation. The goal is to provide efficient operational procedures, application development, and data analysis to improve decision-making for the agency and region. Web and interactive tools provide a window to over 7 terabytes of managed digital data, and innovative techniques are developed to make the data most useful to operational users. RIS works to merge the world of web, database, GIS, and data analysis together into a robust set of tools that bring multiple data sources together. Applications include:
  - Entity insurance data processing
  - Accounting system support
  - AirCheck Texas database support
  - Agency database application development
  - Severe weather data analysis for regional and federal programs
  - Transportation ITS database design support and development
  - GIS database consulting services for local governments

## **SHARED SERVICES:**

This program is a series of initiatives designed to address the common needs of multiple local government agencies. These initiatives are defined entirely by member agencies to bring value through reduced cost, collaborative wisdom, consortium purchasing power, and reduced risk. Current initiatives include:

- Lawson ERP services
- OPEB Actuarial Services
- Monster Job Posting Collaboration

Several other programs are currently being reviewed to determine if they are appropriate additions to the Shared Services Initiatives.

**NCTCOG DEPARTMENTAL STAFFING SUMMARY**  
**DEPARTMENT: RESEARCH & INFORMATION SERVICES**

Position Title	Grade	Full Time		
		2007	2008	2009
Director of Research & Information Services	20	1	1	1
Database Applications Manager	18	1	1	1
Manager of Research	18	1	1	1
Manager of Computer Operations	18	1	1	1
RIS Program Manager	18	1	1	1
Database Administrator	17	1	1	1
CRM Administrator	17	-	-	1
VoIP Administrator	16	-	-	1
Information Analyst Supervisor	16	1	1	1
Network Administrator II	16	4	2	2
Demographic Modeler	16	-	-	1
Senior Application Developer	16	-	1	1
System Administrator	16	-	1	1
Senior Information Analyst	15	1	1	1
Web Developer	15	1	1	1
GIS Application Developer	14	-	-	1
Information Analyst	13	1	1	-
Network Administrator I	13	1	2	2
Database Analyst	12	1	1	1
Internet Services Coordinator	12	1	1	1
Sr Economic Planner	10	-	-	1
Economic Planner II	10	3	3	2
GIS Technician	10	2	3	3
Economic Planner I	09	-	1	-
PC Support Technicians	08	4	4	3
Administrative Assistant II	07	1	1	1
Administrative Assistant I	06	1	1	1
<b>Totals</b>		<b>28</b>	<b>31</b>	<b>32</b>

Position Title	Grade	Part Time		
		2007	2008	2009
Intern	01	2	2	3
<b>Totals</b>		<b>2</b>	<b>2</b>	<b>3</b>

**NCTCOG DEPARTMENTAL BUDGET SUMMARY**  
**DEPARTMENT: RESEARCH & INFORMATION SERVICES**

Type of Expenditure	Fiscal Year 2007	Fiscal Year 2008	Fiscal Year 2009		
	Actual Expenditures	Budget	Proposed Budget	Change	Percentage of Operations
<b>COST OF OPERATIONS</b>					
Salaries	1,224,914	1,676,194	1,959,030	282,836	31.30%
Fringe Benefits	505,715	707,354	826,711	119,357	13.21%
Indirect	301,597	421,888	493,076	71,188	7.88%
Occupancy	130,884	141,511	141,511	-	2.26%
Travel	39,398	60,325	75,959	15,634	1.21%
Capital Outlay	2,851,316	185,500	238,000	52,500	3.80%
Contract Services	888,032	1,198,703	931,692	(267,011)	14.88%
Other	1,413,289	1,249,392	1,593,539	344,147	25.46%
<b>Total Cost of Operations</b>	<b>7,355,145</b>	<b>5,640,867</b>	<b>6,259,518</b>	<b>618,651</b>	<b>100.00%</b>
<b>Total Pass-Through</b>	-	-	-	-	
<b>Total In-Kind</b>	-	-	-	-	
<b>Total Expenditures</b>	<b>7,355,145</b>	<b>5,640,867</b>	<b>6,259,518</b>	<b>618,651</b>	

**NCTCOG DEPARTMENTAL FUNDING SUMMARY**  
**DEPARTMENT: RESEARCH & INFORMATION SERVICES**

Funding Source	Indirect Charges & Billed Services	Inter - Departmental Transfers	General Fund	Local Governments (In-Kind)	Local Contracts	TOTAL LOCAL FUNDS	State Administered Grants	Federal Grants	TOTAL REVENUES
Fee for Service	-	-	-	-	2,687,484	2,687,484	-	-	2,687,484
Agency Management	1,284,721	485,237	-	-	-	1,769,958	-	-	1,769,958
Workforce Development Department	-	871,810	-	-	-	871,810	-	-	871,810
Transportation Department	-	588,250	-	-	-	588,250	-	-	588,250
Public Employees Benefits Cooperative	-	165,000	-	-	-	165,000	-	-	165,000
North Central Texas Council of Governments	168,616	-	-	-	-	168,616	-	-	168,616
Emergency Preparedness Department	-	46,000	-	-	-	46,000	-	-	46,000
Administration Department	-	(37,600)	-	-	-	(37,600)	-	-	(37,600)
<b>Total Available Revenue:</b>	<b>1,453,337</b>	<b>2,118,697</b>	<b>-</b>	<b>-</b>	<b>2,687,484</b>	<b>6,259,518</b>	<b>-</b>	<b>-</b>	<b>6,259,518</b>

Program Description	Fiscal Year 2007 Actual			Fiscal Year 2008 Budget			Fiscal Year 2009 Proposed Budget		
	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES
CityNet	4,179,446	-	4,179,446	1,116,447	-	1,116,447	1,302,662	-	1,302,662
Digital Aerial Photography	258,994	-	258,994	632,561	-	632,561	897,500	-	897,500
Network Support	519,290	-	519,290	618,230	-	618,230	888,024	-	888,024
Workforce Development Department Support	727,377	-	727,377	742,970	-	742,970	871,810	-	871,810
Transportation Department Support	429,445	-	429,445	535,600	-	535,600	588,250	-	588,250
Local Government Support	250,363	-	250,363	225,368	-	225,368	580,237	-	580,237
GIS Services	341,527	-	341,527	343,539	-	343,539	396,697	-	396,697
Public Employees Benefits Cooperative Support	-	-	-	166,450	-	166,450	165,000	-	165,000
yoUR Geographic Information Systems	45,669	-	45,669	185,767	-	185,767	150,000	-	150,000
Administration Department Support	74,061	-	74,061	99,943	-	99,943	131,016	-	131,016
Web Consulting Services	145,724	-	145,724	259,763	-	259,763	120,000	-	120,000
Emergency Preparedness Department Support	3,042	-	3,042	-	-	-	46,000	-	46,000
Network Equipment Upgrade	39,151	-	39,151	45,248	-	45,248	45,000	-	45,000
Training	112,902	-	112,902	35,918	-	35,918	29,000	-	29,000
Other Fee for Service	180,701	-	180,701	133,241	-	133,241	28,322	-	28,322
Planimetrics	30,118	-	30,118	499,822	-	499,822	20,000	-	20,000
Community Services Department Support	14,132	-	14,132	-	-	-	-	-	-
Environment & Development Department Support	3,203	-	3,203	-	-	-	-	-	-
<b>Total Expenditures:</b>	<b>7,355,145</b>	<b>-</b>	<b>7,355,145</b>	<b>5,640,867</b>	<b>-</b>	<b>5,640,867</b>	<b>6,259,518</b>	<b>-</b>	<b>6,259,518</b>



## **COMMUNITY SERVICES PROGRAM SUMMARY**

### **MISSION AND GOALS STATEMENT**

The mission of Community Services is to provide assistance to disadvantaged elderly; planning, implementing, maintaining, and coordinating programs in criminal justice and public safety emergency communications; and offering training opportunities for law enforcement and other local government personnel. The functional program areas involved in carrying out this mission include: Aging, Criminal Justice, Regional Training (Law Enforcement and Local Government), Public Safety Radio Communications Planning, Auto Theft Prevention, and 9-1-1 Emergency Number Administration.

### **Aging**

The North Central Texas Area Agency on Aging (AAA), which provides aging and caregiver services within the 14 counties surrounding Dallas and Tarrant counties, will contract with community-based organizations to provide nutritionally balanced meals in congregate settings and to homebound elderly at least 250 days during the year. Demand-response transportation will assist elderly riders in accessing doctors' offices, senior centers, and other community sites.

The AAA will provide and/or administer the following services at the regional level: Information, Referral and Assistance; Care Coordination; Benefits Counseling; Money Management; Ombudsman; Respite; Homemaker; Caregiver Support Coordination; Caregiver Education and Training, and Nursing Home Relocation.

The Ombudsman Program will serve all 86 nursing facilities in the AAA service delivery region by recruiting, training and placing at least one volunteer in each facility. In addition, it will advocate for the rights of persons who live in assisted living facilities.

### **Criminal Justice**

The Fiscal Year 2009 Annual Criminal Justice Budget for North Central Texas will be developed to meet "Contract for Service" requirements with the Criminal Justice Division (CJD), Office of the Governor.

Technical and operational assistance to more than 225 public and private agencies will be provided for the development and implementation of community plans, new and continuation criminal justice programs, grant application workshops, preparation of grant applications, and to meet the administrative requirements of the Criminal Justice Division. Staff will assist county focus groups to update community plans for FY 2010 funding.

Support will be provided to the Criminal Justice Policy Development Committee, which sets policy consistent with the Criminal Justice Division's FY 2009 "Contract for Service". The Committee will recommend program priorities to the Executive Board for approval before sending priority lists to CJD.

On-site visits will be conducted for 100% of the "first time" grantees and other grantees upon request to assist them in developing their programs to meet Federal and State guidelines.

Project staff will continue to implement the Law Enforcement Analysis Portal (LEAP) project. The purposes of the LEAP project are multi fold:

1. Officer Safety – provide a mechanism for patrol officers to query multiple agency databases cached in a secure LEAP database, to receive focused information prior to making contact, in table form, about a vehicle, plate, or location, when those elements have been involved in weapons, assaultive, drug or gang activity.

2. Crime and Link Analysis – queries against the LEAP data cache will provide responses in summary table format, report format, or geospatially on a road map. Relationships among individuals, locations, and property are shown geospatially in a Link Chart assisting investigators in connecting the dots.
3. De-Confliction – A database analysis tool will provide agencies a query of both narcotics targets and narcotics events anonymously to enhance the safety of law enforcement officers and tactical operations.
4. Additional hosted software tools to complement the effectiveness and efficiency of justifications that request services, such as a LEAP RMS, which allows agencies access to hosted services at affordable prices by subscriptions rather than capital expenditure.
5. Other services and functionality may be added at a later date as deemed necessary by the LEAP Advisory Committee

Leap will eventually connect 511 law enforcement agencies along drug and human trafficking corridors, as well as the auto theft corridor to El Paso, Houston, San Antonio, Austin, and Corpus Christi. Cooperative agreements have been developed with Tarleton State University to provide LEAP services to their rural law enforcement service area in 30 counties; High Intensity Drug Trafficking Area's in Houston and Dallas will be connected via Automatic License Plate Recognition systems to identify vehicles of interest. In addition, discussions are continuing with neighboring states to implement LEAP's Analysis tools within their jurisdictions.

### **Regional Training Program**

The Regional Training Program will offer a comprehensive schedule of training for law enforcement and other local government personnel.

More than 120 **law enforcement training** courses will be conducted at the Regional Police Academy for the law enforcement community. Peace Officers must meet the Texas Commission on Law Enforcement Officer Standards and Education (TCLEOSE) requirements of forty hours of training in a two-year training unit, and a total of eighty-hours of training in the two two-year training cycles, to include legislatively mandated training. An Off-Site Training Program conducted at local sites throughout the region allows officers in the outlying areas to also receive that training. In addition, depending on demand, a minimum of 8 and possibly a maximum 10 Basic Peace Officer courses will be offered for approximately 200 to 300 new recruit officers.

The **Regional Training Center** will offer approximately 112 programs during 2008-2009 at the RTC. Upon request, the training center will conduct off-site classes as desired. These programs will include training on topics dealing with Administration and Services, Code Enforcement, Finance, Storm Water Pollution Prevention Practices During Construction, Safety, Defensive Driving, Media Relations, Customer Service, Team Building, Planning and Zoning, Transportation, and Water/Wastewater. Courses leading to certificates in professional development are included in these scheduled training programs. The Regional Training Center will also host more than 40 Texas Commission on Environmental Quality Operator License Test sessions.

### **9-1-1 Emergency Number Planning**

The NCTCOG 9-1-1 Program covers 14 counties and provides 9-1-1 services to 43 Public Safety Answering Points (PSAPs) in the region. A 44<sup>th</sup> PSAP has been approved and funded by the Commission on State Emergency Communications, but will not be installed for another year or so due to local planning, building and staffing issues. The Regional 9-1-1 Advisory Committee will continue to provide oversight of 9-1-1 planning.

The 9-1-1 program continues to administer the regional 9-1-1 system by managing existing projects and planning for the future of 9-1-1. Some of the main components of this program are:

- PSAP equipment and software upgrades
- Database management

- Database maintenance
- Wireless Phase I & II
- VoIP (Voice over Internet Protocol)
- GIS and mapping
- PSAP monitoring and state reporting
- 9-1-1 Networking and Contingency Planning
- Call taker training
- Providing TECLEOSE Telecommunicator training courses
- Public education program delivery
- Maintenance of the 9-1-1 system
- Monitoring of network and other 9-1-1 system components
- Integration of systems and agencies, network interconnectivity and implementation of new Next Generation 9-1-1 features

Amending the 9-1-1 strategic plan will continue to provide system enhancements to local governments' communications centers based on state allocation of funding. The 9-1-1 Program is currently focusing on Next Generation 9-1-1. Implementation of new 9-1-1 IP equipment and an IP network has begun. After this backbone is complete, NCTCOG will begin working on Next Generation 9-1-1 features and functionalities as well as interoperability, interconnection and integration.

#### Public Safety Radio Communications

Community Services will continue to coordinate the 42-county Region 40 Communications' activities leading to the allocation of 800 MHz and 700 MHz frequencies to reduce communications congestion and interference among public safety agencies.

Depending on the level of funding from various sources, Community Services will continue implementation of the Regional Interoperable Communications Initiative by moving towards Level Six, standards-based interoperability. Among this year's action items, are three primary tasks: Development of a Regional Interoperable Communications Plan, which will provide local agencies direction as they review their communications needs and plan for future systems; Development of a Regional Overlay, which will provide a foundation for interoperability throughout the region; and Development of a Funding Model , which will provide the mechanism for funding the repair and replacement of equipment, and migration to new technologies, as warranted. Additionally, Regional Standard Operating Procedures for using the overlay will be necessary as agencies connect to the interoperability foundation.

Community Services will coordinate and help develop training curricula and secure funding for training on equipment and the use of Regional Interoperability SOPs.

The Regional Interoperable Communications Governance Committee and Community Services' staff will continue to review and modify as needed, the Tactical Interoperable Communications Plan, so that multi-agency response will be consistent, proper for the event, and effectively managed. Governance Committee coordination will continue, also.

**NCTCOG DEPARTMENTAL STAFFING SUMMARY**  
**DEPARTMENT: COMMUNITY SERVICES**

Position Title	Grade	Full Time		
		2007	2008	2009
Director of Community Services	20	1	1	1
9-1-1 Program Manager	17	1	1	1
Manager of Aging Programs	16	1	1	1
Manager of Criminal Justice Programs	16	1	1	1
Manager of Law Enforcement Training	16	1	1	1
9-1-1 Technician/Network Specialist	15	1	1	1
Manager of Auto Theft Prevention	15	1	1	-
911 Technical Operations Spec	14	-	3	5
Information Analyst	13	2	2	-
Police Training Coordinator	13	3	3	3
Public Safety Radio Communications Program Coordinator	13	1	1	1
9-1-1 Public Education/Training Coordinator	12	1	1	1
9-1-1 Telecommunications Specialist I	12	1	1	1
Criminal Justice Grants Specialist	12	3	3	2
Regional Training Center Coord	12	1	1	1
9-1-1 PSAP Field Specialist	10	2	2	2
9-1-1 Public Education Specialist II	10	-	-	1
9-1-1 Contract Specialist	10	1	1	1
Aging Program Coordinator	10	1	1	1
Auto Theft Prevention Specialist	09	1	1	-
Benefits Counselor	09	1	1	1
Managing Local Ombudsman	09	1	1	1
Regional Ombudsman	09	1	1	1
In- House Case Manager	08	1	1	1
Administrative Assistant II	07	4	4	4
Administrative Assistant I	06	3	3	3
	<b>Totals</b>	<b>35</b>	<b>38</b>	<b>36</b>

Position Title	Grade	Part Time		
		2007	2008	2009
Case Manager	10	1	1	1
Benefits Counselor	09	1	1	1
Administrative Secretary	05	1	1	-
	<b>Totals</b>	<b>3</b>	<b>3</b>	<b>2</b>

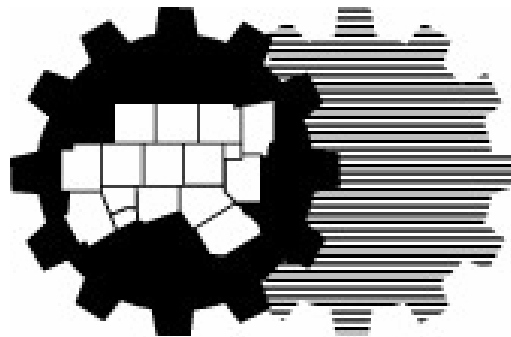
**NCTCOG DEPARTMENTAL BUDGET SUMMARY  
DEPARTMENT: COMMUNITY SERVICES**

Type of Expenditure	Fiscal Year 2007	Fiscal Year 2008	Fiscal Year 2009		
	Actual Expenditures	Budget	Proposed Budget	Change	Percentage of Operations
<b>COST OF OPERATIONS</b>					
Salaries	1,638,251	1,901,053	1,892,530	( 8,523)	28.09%
Fringe Benefits	683,096	802,244	783,507	( 18,737)	11.63%
Indirect	417,057	478,484	473,659	( 4,825)	7.03%
Occupancy	437,809	446,350	444,566	( 1,784)	6.60%
Travel	101,149	103,247	141,852	38,605	2.11%
Capital Outlay	20,615	4,000	1,000	( 3,000)	0.01%
Contract Services	1,217,580	1,112,477	1,623,571	511,094	24.09%
Other	762,735	6,138,508	1,377,786	( 4,760,722)	20.45%
<b>Total Cost of Operations</b>	<b>5,278,292</b>	<b>10,986,363</b>	<b>6,738,471</b>	<b>( 4,247,892)</b>	<b>100.00%</b>
<b>Total Pass-Through</b>	<b>5,899,777</b>	<b>14,897,944</b>	<b>6,846,946</b>	<b>( 8,050,998)</b>	
<b>Total In-Kind</b>	<b>4,086,324</b>	<b>3,928,200</b>	<b>4,335,000</b>	<b>406,800</b>	
<b>Total Expenditures</b>	<b>15,264,393</b>	<b>29,812,507</b>	<b>17,920,417</b>	<b>( 11,892,090)</b>	

**NCTCOG DEPARTMENTAL FUNDING SUMMARY  
DEPARTMENT: COMMUNITY SERVICES**

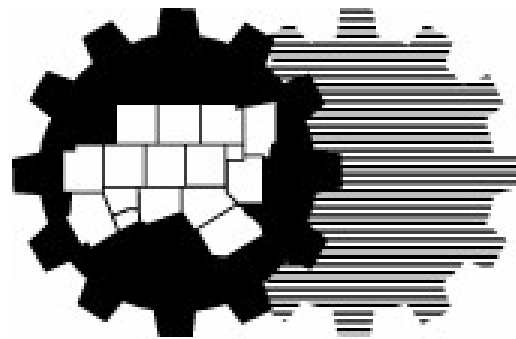
Funding Source	Indirect Charges & Billed Services	Inter - Departmental Transfers	General Fund	Local Governments (In-Kind)	Local Contracts	TOTAL LOCAL FUNDS	State Administered Grants	Federal Grants	TOTAL REVENUES
Commission on State Emergency Communications (911)	-	-	-	-	-	-	6,297,716	-	6,297,716
Texas Department of Aging and Disability Services	-	-	-	4,335,000	-	4,335,000	4,858,445	-	4,858,445
Subcontractors - Aging	-	-	-	-	-	-	921,301	-	4,335,000
Texas Governor's Office, Criminal Justice Division	-	-	-	-	893,919	893,919	-	-	893,919
Fee for Services (RPA)	-	-	-	-	-	-	618,808	-	618,808
Urban Areas Security Initiative (UASI)	-	-	-	-	-	-	-	-	-
Transportation Department (RTC)	-	147,428	-	-	-	147,428	-	-	147,428
County Contributions - Aging program	-	-	-	-	110,000	110,000	-	-	110,000
Administration Department	-	(262,200)	-	-	-	(262,200)	-	-	(262,200)
<b>Total Available Revenue:</b>	-	<b>(114,772)</b>	-	<b>4,335,000</b>	<b>1,003,919</b>	<b>5,224,147</b>	<b>12,696,270</b>	-	<b>17,920,417</b>

Program Description	Fiscal Year 2007 Actual			Fiscal Year 2008 Budget			Fiscal Year 2009 Proposed Budget		
	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES
Area Agency on Aging	1,561,446	7,200,630	8,762,076	1,693,098	6,815,000	8,508,098	1,619,519	7,558,526	9,178,045
9-1-1 Planning	1,452,324	2,785,471	4,237,795	2,183,423	11,982,944	14,166,367	2,644,396	3,623,420	6,267,816
Regional Police Academy	1,013,761	-	1,013,761	962,173	-	962,173	1,075,268	-	1,075,268
Public Safety Radio Communications	-	-	-	-	-	-	578,508	-	578,508
Regional Training Center	285,073	-	285,073	427,075	28,200	455,275	456,901	-	456,901
Criminal Justice Planning	524,787	-	524,787	5,333,054	-	5,333,054	363,879	-	363,879
Auto Theft Prevention	311,775	-	311,775	258,294	-	258,294	-	-	-
Emergency Preparedness Department Support	126,884	-	126,884	129,246	-	129,246	-	-	-
Local Projects	2,242	-	2,242	-	-	-	-	-	-
<b>Total Expenditures:</b>	<b>5,278,292</b>	<b>9,986,101</b>	<b>15,264,393</b>	<b>10,986,363</b>	<b>18,826,144</b>	<b>29,812,507</b>	<b>6,738,471</b>	<b>11,181,946</b>	<b>17,920,417</b>



## **Community Services Division Detail**

(Contains Staffing, Budget and Funding Summaries for major programs)



**North Central Texas  
Council of Governments**



**NCTCOG DEPARTMENTAL STAFFING SUMMARY**  
**DEPARTMENT: COMMUNITY SERVICES**  
**DIVISION: AREA AGENCY ON AGING**

Position Title	Grade	Full Time		
		2007	2008	2009
Manager of Aging Programs	16	1	1	1
Aging Program Coordinator	10	1	1	1
In-House Case Manager	10	1	1	1
Benefits Counselor	10	1	1	1
Managing Local Ombudsman	09	1	1	1
Regional Ombudsman	09	1	1	1
Administrative Assistant II	07	1	1	1
Administrative Assistant I	06	1	1	1
<b>Totals</b>		<b>8</b>	<b>8</b>	<b>8</b>

Position Title	Grade	Part Time		
		2007	2008	2009
Case Manager	10	1	1	1
Benefits Counselor	09	1	1	1
<b>Totals</b>		<b>2</b>	<b>2</b>	<b>2</b>

The Director of Community Services is partially allocated to this program.

**NCTCOG DEPARTMENTAL BUDGET SUMMARY**  
**DEPARTMENT: COMMUNITY SERVICES**  
**DIVISION: AREA AGENCY ON AGING**

Type of Expenditure	Fiscal Year 2007	Fiscal Year 2008	Fiscal Year 2009		
	Actual Expenditures	Budget	Proposed Budget	Proposed Change	Percentage of Operations
<b>COST OF OPERATIONS</b>					
Salaries	430,056	444,751	459,642	14,891	28.38%
Fringe Benefits	180,519	187,685	190,292	2,607	11.75%
Indirect	109,697	111,941	115,038	3,097	7.10%
Occupancy	52,465	59,205	60,515	1,310	3.74%
Travel	36,758	35,000	42,450	7,450	2.62%
Capital Outlay	-	-	-	-	-
Contract Services	560,085	735,000	717,000	( 18,000)	44.27%
Other	191,866	119,516	34,582	( 84,934)	2.14%
<b>Total Cost of Operations</b>	<b>1,561,446</b>	<b>1,693,098</b>	<b>1,619,519</b>	<b>( 73,579)</b>	<b>100.00%</b>
<b>Total Pass-Through</b>	<b>3,114,306</b>	<b>2,915,000</b>	<b>3,223,526</b>	<b>308,526</b>	
<b>Total In-Kind</b>	<b>4,086,324</b>	<b>3,900,000</b>	<b>4,335,000</b>	<b>435,000</b>	
<b>Total Expenditures</b>	<b>8,762,076</b>	<b>8,508,098</b>	<b>9,178,045</b>	<b>669,947</b>	

NCTCOG DEPARTMENTAL FUNDING SUMMARY  
 DEPARTMENT: COMMUNITY SERVICES  
 DIVISION: AREA AGENCY ON AGING

Funding Source	Indirect Charges & Billed Services	Inter-Departmental Transfers	General Fund	Local Governments (In-Kind)	Local Contracts	TOTAL LOCAL FUNDS	State Administered Grants	Federal Grants	TOTAL REVENUES
Texas Department of Aging and Disability Services Subcontractors	-	-	-	4,335,000	-	4,335,000	4,858,445	-	4,858,445
County Contributions	-	-	-	-	110,000	110,000	-	-	4,335,000
Administration Department	-	(125,400)	-	-	-	(125,400)	-	-	110,000
<b>Total Available Revenue:</b>	-	<b>(125,400)</b>	-	<b>4,335,000</b>	<b>110,000</b>	<b>4,319,600</b>	<b>4,858,445</b>	-	<b>9,178,045</b>

Program Description	Fiscal Year 2007 Actual			Fiscal Year 2008 Budget			Fiscal Year 2009 Proposed Budget		
	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES
Area Agency on Aging	1,561,446	7,200,630	8,762,076	1,693,098	6,815,000	8,508,098	1,619,519	7,558,526	9,178,045
<b>Total Expenditures:</b>	<b>1,561,446</b>	<b>7,200,630</b>	<b>8,762,076</b>	<b>1,693,098</b>	<b>6,815,000</b>	<b>8,508,098</b>	<b>1,619,519</b>	<b>7,558,526</b>	<b>9,178,045</b>

**NCTCOG DEPARTMENTAL STAFFING SUMMARY**  
**DEPARTMENT: COMMUNITY SERVICES**  
**DIVISION: 9-1-1 PLANNING**

Position Title	Grade	Full Time		
		2007	2008	2009
9-1-1 Program Manager	17	1	1	1
911 Technician/Network Spec	15	-	1	1
9-1-1 Technical Operations Specialist	14	1	3	5
Information Analyst	13	2	2	-
9-1-1 Public Education/Training Coordinator	12	1	1	1
9-1-1 Telecommunications Specialist I	12	1	1	1
9-1-1 PSAP Field Specialist	10	2	2	2
9-1-1 Contract Specialist	10	1	1	1
9-1-1 Public Education Specialist II	10	-	-	1
Administrative Assistant II	07	1	1	2
Administrative Assistant I	06	1	1	-
<b>Totals</b>		<b>11</b>	<b>14</b>	<b>15</b>

The Director of Community Services is partially allocated to this program.

**NCTCOG DEPARTMENTAL BUDGET SUMMARY**  
**DEPARTMENT: COMMUNITY SERVICES**  
**DIVISION: 9-1-1 PLANNING**

Type of Expenditure	Fiscal Year 2007	Fiscal Year 2008	Fiscal Year 2009		
	Actual Expenditures	Budget	Proposed Budget	Change	Percentage of Operations
<b>COST OF OPERATIONS</b>					
Salaries	468,666	702,693	743,868	41,175	28.13%
Fringe Benefits	196,726	296,536	307,961	11,425	11.65%
Indirect	119,545	176,864	186,174	9,310	7.04%
Occupancy	82,951	79,334	82,163	2,829	3.11%
Travel	42,475	49,134	50,732	1,598	1.92%
Capital Outlay	-	-	-	-	-
Contract Services	189,375	71,157	210,251	139,094	7.95%
Other	352,586	807,705	1,063,247	255,542	40.21%
<b>Total Cost of Operations</b>	<b>1,452,324</b>	<b>2,183,423</b>	<b>2,644,396</b>	<b>460,973</b>	<b>100.00%</b>
<b>Total Pass-Through</b>	<b>2,785,471</b>	<b>11,982,944</b>	<b>3,623,420</b>	<b>(8,359,524)</b>	
<b>Total In-Kind</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Total Expenditures</b>	<b>4,237,795</b>	<b>14,166,367</b>	<b>6,267,816</b>	<b>(7,898,551)</b>	

NCTCOG DEPARTMENTAL FUNDING SUMMARY  
DEPARTMENT: COMMUNITY SERVICES  
DIVISION: 9-1-1 PLANNING

Funding Source	Indirect Charges & Billed Services	Inter-Departmental Transfers	General Fund	Local Governments (In-Kind)	Local Contracts	TOTAL LOCAL FUNDS	State Administered Grants	Federal Grants	TOTAL REVENUES
Commission on State Emergency Communications Fee for Service	-	-	-	-	42,000	42,000	6,297,716	-	6,297,716
Administration Department	-	(71,900)	-	-	-	(71,900)	-	-	42,000
<b>Total Available Revenue:</b>	-	<b>(71,900)</b>	-	-	<b>42,000</b>	<b>(29,900)</b>	<b>6,297,716</b>	-	<b>6,267,816</b>

Program Description	Fiscal Year 2007 Actual			Fiscal Year 2008 Budget			Fiscal Year 2009 Proposed Budget		
	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES
9-1-1 Planning	1,420,472	2,785,471	4,205,943	2,142,964	11,982,944	14,125,908	2,602,396	3,623,420	6,225,816
9-1-1 Fee for Service	31,852	-	31,852	40,459	-	40,459	42,000	-	42,000
<b>Total Expenditures:</b>	<b>1,452,324</b>	<b>2,785,471</b>	<b>4,237,795</b>	<b>2,183,423</b>	<b>11,982,944</b>	<b>14,166,367</b>	<b>2,644,396</b>	<b>3,623,420</b>	<b>6,267,816</b>

<b>NCTCOG DEPARTMENTAL STAFFING SUMMARY</b>				
<b>DEPARTMENT: COMMUNITY SERVICES</b>				
<b>DIVISION: REGIONAL POLICE ACADEMY</b>				
<b>Position Title</b>	<b>Grade</b>	<b>Full Time</b>		
		<b>2007</b>	<b>2008</b>	<b>2009</b>
Manager of Law Enforcement Training	16	1	1	1
Police Training Coordinator	13	3	3	3
Administrative Assistant II	07	1	1	1
Administrative Assistant I	06	1	1	1
	<b>Totals</b>	<b>6</b>	<b>6</b>	<b>6</b>

The Director of Community Services is partially allocated to this program.

<b>NCTCOG DEPARTMENTAL BUDGET SUMMARY</b>					
<b>DEPARTMENT: COMMUNITY SERVICES</b>					
<b>DIVISION: REGIONAL POLICE ACADEMY</b>					
<b>Type of Expenditure</b>	<b>Fiscal Year 2007</b>	<b>Fiscal Year 2008</b>	<b>Fiscal Year 2009</b>		
	<b>Actual Expenditures</b>	<b>Budget</b>	<b>Proposed Budget</b>	<b>Proposed Change</b>	<b>Percentage of Operations</b>
<b>COST OF OPERATIONS</b>					
Salaries	297,993	327,860	328,613	753	30.56%
Fringe Benefits	125,085	138,357	136,046	( 2,311)	12.65%
Indirect	76,011	82,520	82,245	( 275)	7.65%
Occupancy	234,021	246,397	250,892	4,495	23.33%
Travel	7,811	7,000	9,000	2,000	0.84%
Capital Outlay	-	-	-	-	-
Contract Services	153,620	120,000	135,000	15,000	12.56%
Other	119,220	40,039	133,472	93,433	12.41%
<b>Total Cost of Operations</b>	<b>1,013,761</b>	<b>962,173</b>	<b>1,075,268</b>	<b>113,095</b>	<b>100.00%</b>
<b>Total Pass-Through</b>	-	-	-	-	
<b>Total In-Kind</b>	-	-	-	-	
<b>Total Expenditures</b>	<b>1,013,761</b>	<b>962,173</b>	<b>1,075,268</b>	<b>113,095</b>	

**NCTCOG DEPARTMENTAL FUNDING SUMMARY**  
**DEPARTMENT: COMMUNITY SERVICES**  
**DIVISION: REGIONAL POLICE ACADEMY**

Funding Source	Indirect Charges & Billed Services	Inter - Departmental Transfers	General Fund	Local Governments (In-Kind)	Local Contracts	TOTAL LOCAL FUNDS	State Administered Grants	Federal Grants	TOTAL REVENUES
Governor's Office, Criminal Justice Division Fee for Service	-	-	-	-	-	-	549,222	-	549,222
Administration Department	-	(12,300)	-	-	538,346	538,346	-	-	538,346
						(12,300)			(12,300)
<b>Total Available Revenue:</b>							<b>549,222</b>		<b>1,075,268</b>

Program Description	Fiscal Year 2007 Actual			Fiscal Year 2008 Budget			Fiscal Year 2009 Proposed Budget		
	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES
Regional Police Training	1,013,761	-	1,013,761	962,173	-	962,173	1,075,268	-	1,075,268
<b>Total Expenditures:</b>	<b>1,013,761</b>	<b>-</b>	<b>1,013,761</b>	<b>962,173</b>	<b>-</b>	<b>962,173</b>	<b>1,075,268</b>	<b>-</b>	<b>1,075,268</b>

NCTCOG DEPARTMENTAL STAFFING SUMMARY				
DEPARTMENT: COMMUNITY SERVICES				
DIVISION: RADIO COMMUNICATIONS				
Position Title	Grade	Full Time		
		2007	2008	2009
Public Safety Radio Communications Coordinator	13	-	-	1
<b>Totals</b>		-	-	<b>1</b>

The Director of Community Services is partially allocated to this program.

NCTCOG DEPARTMENTAL BUDGET SUMMARY					
DEPARTMENT: COMMUNITY SERVICES					
DIVISION: RADIO COMMUNICATIONS					
Type of Expenditure	Fiscal Year 2007	Fiscal Year 2008	Fiscal Year 2009		
	Actual Expenditures	Budget	Proposed Budget	Proposed Change	Percentage of Operations
<b>COST OF OPERATIONS</b>					
Salaries	-	-	89,468	89,468	15.47%
Fringe Benefits	-	-	37,040	37,040	6.40%
Indirect	-	-	22,392	22,392	3.87%
Occupancy	-	-	8,876	8,876	1.53%
Travel	-	-	21,186	21,186	3.66%
Capital Outlay	-	-	-	-	-
Contract Services	-	-	375,000	375,000	64.82%
Other	-	-	24,546	24,546	4.24%
<b>Total Cost of Operations</b>	-	-	<b>578,508</b>	<b>578,508</b>	<b>100.00%</b>
<b>Total Pass-Through</b>	-	-	-	-	
<b>Total In-Kind</b>	-	-	-	-	
<b>Total Expenditures</b>	-	-	<b>578,508</b>	<b>578,508</b>	

NCTCOG DEPARTMENTAL FUNDING SUMMARY  
DEPARTMENT: COMMUNITY SERVICES  
DIVISION: RADIO COMMUNICATIONS

Funding Source	Indirect Charges & Billed Services	Inter-Departmental Transfers	General Fund	Local Government (In-Kind)	Local Contracts	TOTAL LOCAL FUNDS	State Administered Grants	Federal Grants	TOTAL REVENUES
Governor's Division of Emergency Management Administration Department	-	(40,300)	-	-	-	(40,300)	618,808	-	618,808
<b>Total Available Revenue:</b>	-	<b>(40,300)</b>	-	-	-	<b>(40,300)</b>	618,808	-	<b>578,508</b>

Program Description	Fiscal Year 2007 Actual		Fiscal Year 2008 Budget		Fiscal Year 2009 Proposed Budget	
	Operations	Pass - Through / In-Kind	Operations	Pass - Through / In-Kind	Operations	Pass - Through / In-Kind
Radio Communications	-	-	-	-	578,508	-
<b>Total Expenditures:</b>	-	-	-	-	<b>578,508</b>	<b>578,508</b>



**NCTCOG DEPARTMENTAL STAFFING SUMMARY**  
**DEPARTMENT: COMMUNITY SERVICES**  
**DIVISION: REGIONAL TRAINING CENTER**

Position Title	Grade	Full Time		
		2007	2008	2009
Regional Training Center Coordinator	12	1	1	1
Administrative Assistant I	06	-	-	1
<b>Totals</b>		<b>1</b>	<b>1</b>	<b>2</b>

The Director of Community Services is partially allocated to this program.

**NCTCOG DEPARTMENTAL BUDGET SUMMARY**  
**DEPARTMENT: COMMUNITY SERVICES**  
**DIVISION: REGIONAL TRAINING CENTER**

Type of Expenditure	Fiscal Year 2007	Fiscal Year 2008	Fiscal Year 2009		
	Actual Expenditures	Budget	Proposed Budget	Proposed Change	Percentage of Operations
<b>COST OF OPERATIONS</b>					
Salaries	62,901	57,351	88,933	31,582	19.46%
Fringe Benefits	26,403	24,202	36,818	12,616	8.06%
Indirect	16,044	14,435	22,258	7,823	4.87%
Occupancy	25,959	29,685	21,298	( 8,387)	4.66%
Travel	1,464	2,500	2,500	-	0.55%
Capital Outlay	-	1,000	1,000	-	0.22%
Contract Services	114,229	186,320	186,320	-	40.78%
Other	38,073	111,582	97,774	( 13,808)	21.40%
<b>Total Cost of Operations</b>	<b>285,073</b>	<b>427,075</b>	<b>456,901</b>	<b>29,826</b>	<b>100.00%</b>
<b>Total Pass-Through</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Total In-Kind</b>	<b>-</b>	<b>28,200</b>	<b>-</b>	<b>( 28,200)</b>	
<b>Total Expenditures</b>	<b>285,073</b>	<b>455,275</b>	<b>456,901</b>	<b>1,626</b>	

NCTCOG DEPARTMENTAL FUNDING SUMMARY  
DEPARTMENT: COMMUNITY SERVICES  
DIVISION: REGIONAL TRAINING CENTER

Funding Source	Indirect Charges & Billed Services	Inter-Departmental Transfers	General Fund	Local Governments (In-Kind)	Local Contracts	TOTAL LOCAL FUNDS	State Administered Grants	Federal Grants	TOTAL REVENUES
Fee for Service	-	-	-	-	313,573	313,573	-	-	313,573
Transportation Department	-	147,428	-	-	-	147,428	-	-	147,428
Environmental Protection Agency	-	-	-	-	-	-	-	-	-
Administration Department	-	(4,100)	-	-	-	(4,100)	-	-	(4,100)
<b>Total Available Revenue:</b>	-	<b>143,328</b>	-	-	<b>313,573</b>	<b>456,901</b>	-	-	<b>456,901</b>

Program Description	Fiscal Year 2007 Actual			Fiscal Year 2008 Budget			Fiscal Year 2009 Proposed Budget		
	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES
Local Government Training	226,549	-	226,549	302,075	28,200	330,275	309,473	-	309,473
Regional Training, Transportation Department	58,524	-	58,524	125,000	-	125,000	147,428	-	147,428
<b>Total Expenditures:</b>	<b>285,073</b>	-	<b>285,073</b>	<b>427,075</b>	<b>28,200</b>	<b>455,275</b>	<b>456,901</b>	-	<b>456,901</b>

<b>NCTCOG DEPARTMENTAL STAFFING SUMMARY</b>				
<b>DEPARTMENT: COMMUNITY SERVICES</b>				
<b>DIVISION: CRIMINAL JUSTICE PLANNING</b>				
<b>Position Title</b>	<b>Grade</b>	<b>Full Time</b>		
		<b>2007</b>	<b>2008</b>	<b>2009</b>
Manager of Criminal Justice Programs	16	1	1	1
Criminal Justice Grants Specialist	12	3	3	2
	<b>Totals</b>	<b>4</b>	<b>4</b>	<b>3</b>

The Director of Community Services is partially allocated to this program.

<b>NCTCOG DEPARTMENTAL BUDGET SUMMARY</b>					
<b>DEPARTMENT: COMMUNITY SERVICES</b>					
<b>DIVISION: CRIMINAL JUSTICE PLANNING</b>					
<b>Type of Expenditure</b>	<b>Fiscal Year 2007</b>	<b>Fiscal Year 2008</b>	<b>Fiscal Year 2009</b>		
	<b>Actual Expenditures</b>	<b>Budget</b>	<b>Proposed Budget</b>	<b>Proposed Change</b>	<b>Percentage of Operations</b>
<b>COST OF OPERATIONS</b>					
Salaries	193,965	187,435	182,006	( 5,429)	50.02%
Fringe Benefits	81,418	79,098	75,350	( 3,748)	20.71%
Indirect	49,476	47,176	45,552	( 1,624)	12.52%
Occupancy	18,831	23,779	20,822	( 2,957)	5.72%
Travel	5,809	2,700	15,984	13,284	4.39%
Capital Outlay	-	-	-	-	-
Contract Services	153,842	-	-	-	-
Other	21,446	4,992,866	24,165	( 4,968,701)	6.64%
<b>Total Cost of Operations</b>	<b>524,787</b>	<b>5,333,054</b>	<b>363,879</b>	<b>( 4,969,175)</b>	<b>100.00%</b>
<b>Total Pass-Through</b>	-	-	-	-	
<b>Total In-Kind</b>	-	-	-	-	
<b>Total Expenditures</b>	<b>524,787</b>	<b>5,333,054</b>	<b>363,879</b>	<b>( 4,969,175)</b>	

NCTCOG DEPARTMENTAL FUNDING SUMMARY  
DEPARTMENT: COMMUNITY SERVICES  
DIVISION: CRIMINAL JUSTICE PLANNING

Funding Source	Indirect Charges & Billed Services	Inter-Departmental Transfers	General Fund	Local Government (In-Kind)	Local Contracts	TOTAL LOCAL FUNDS	State Administered Grants	Federal Grants	TOTAL REVENUES
United States Department of Justice	-	-	-	-	-	-	-	-	-
Local Agencies	-	-	-	-	-	-	-	-	-
Texas Governor's Office, Criminal Justice Division	-	-	-	-	-	-	372,079	-	372,079
Administration Department	-	(8,200)	-	-	-	(8,200)	-	-	(8,200)
<b>Total Available Revenue:</b>	-	(8,200)	-	-	-	(8,200)	372,079	-	363,879

Program Description	Fiscal Year 2007 Actual			Fiscal Year 2008 Budget			Fiscal Year 2009 Proposed Budget		
	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES
Criminal Justice Planning	361,387	-	361,387	325,122	-	325,122	363,879	-	363,879
Law Enforcement Analysis Portal (LEAP)	163,400	-	163,400	5,007,932	-	5,007,932	-	-	-
<b>Total Expenditures:</b>	<b>524,787</b>	<b>-</b>	<b>524,787</b>	<b>5,333,054</b>	<b>-</b>	<b>5,333,054</b>	<b>363,879</b>	<b>-</b>	<b>363,879</b>

## ENVIRONMENT & DEVELOPMENT PROGRAM SUMMARY

### MISSION AND GOALS STATEMENT

As one of the fastest-growing regions in the country, with a population larger than that of many U.S. states and a regional economy that generates the fifth-largest GDP in the nation, North Central Texas faces some of the most challenging environmental and development-related issues in the nation. In FY09, the Department of Environment and Development will continue to play a leading role in advancing planning and practices that accommodate this growth while maintaining and improving environmental quality and overall quality of life in the region.

**SEE Less Trash** – Goals: Purchased materials are reused and recycled wherever possible, illegal dumping is significantly reduced, and remaining waste is handled in a safe manner at permitted facilities.

NCTCOG has adopted and the state has recently approved a SEE Less Trash long-range regional plan. Annually approximately \$1.5 million is made available to local governments for projects that further the objectives of the regional plan. This biennium, 56 local government solid waste projects are being funded. Regional initiatives occurring in FY09 include developing a Recycling Contract Negotiation Guidebook of resources for local governments; developing a Recycling Ordinance & Building Design Guidance Document to help local governments encourage and/or require recycling services in their jurisdictions; a Tire Remediation/Recycling Pilot Project that is exploring the potential for using scrap tires in road construction projects; and holding six “Senior Local Enforcement Official Workshops on Illegal Dumping” to help upper management develop effective local anti-dumping enforcement programs. Of particular importance in FY09 will be the updating of the Regional Solid Waste Plan with new action recommendations. These and other important activities are accomplished under the guidance of NCTCOG’s Resource Conservation Council and its subcommittees for Time to Recycle, Stopping Illegal Dumping, and Assuring Capacity for Trash.

**SEE Safe Clean & Green** – Goals: By 2025, North Texans will SEE SAFE waterways with CLEAN water within a regional ecosystem framework of GREEN watersheds.

NCTCOG has adopted the SEE Safe Clean & Green vision: SAFE waterways are ones where the risk of flooding is reduced and erosion of stream banks is stabilized. CLEAN water—in forms including rivers, streams, reservoirs, drinking water, and groundwater sources—meets desired goals for water quality and is available in sufficient quantity to support the needs of a growing population. GREEN watersheds are strategically planned and managed networks of natural lands, working landscapes and other open spaces, which protect, sustain or restore vital ecosystems, provide recreational and mobility opportunities, and contribute to the health and quality of life of people and communities.

Attention during FY09 will be placed on watershed-based collaborations such as environmental streamlining for the transportation long-range plan, public outreach through the Upper Trinity Watershed Partners, and pursuit of a regional ecosystem framework. Local governments will be encouraged to implement the site design manual for *integrated* Storm Water Management (iSWM), as well as participate in the preparation of a 2<sup>nd</sup> edition of the manual. In the on-going regional storm water program, NCTCOG is working with large and medium entities (Phase I) on storm water monitoring, as well as assisting more than 100 small entities (Phase II) with implementation and reporting for their first-time state permits. Other activities include continued support for the Trinity River COMMON VISION, assistance to local governments during the review of draft digital floodplain maps as a FEMA Cooperating Technical Partner, and assistance with Environmental Management System design.

**Center of Development Excellence** – Goals: Promote quality growth that enhances the built environment, reduces vehicle miles of travel, uses water and energy resources effectively and efficiently, and helps advance environmental stewardship in order to ensure continued economic vitality and provide

the highest attainable quality of life for all residents. We seek to have the North Texas region recognized as a center of development excellence.

NCTCOG's Executive Board has adopted a mission statement and 10 Principles of Development Excellence as a guide to local governments and the private sector as they plan and create future development/redevelopment in the region. During FY09, NCTCOG will be conducting a wide range of important activities under the following three broad headings:

- Sustainable Sites & Buildings, including building code review and adoption, establishment of a regional repository of best practices, promotion of Texas SmartScape for native & adaptive plantings, expanded attention to energy & water efficiency & effectiveness, consideration of "green building" policies, biannual CLIDE awards, and similar.
- Sustainable Public Rights-of-Way, with a new initiative under the guidance of NCTCOG's Public Works Council to assess the next steps necessary to achieve sustainable ROW's.
- Sustainable Communities and Region, with the next phase of the Vision North Texas private-public partnership featuring the creation of a "North Texas 2050" regional vision statement that describes the region's preferred future, and an action package that provides tools to create that future.

**NCTCOG DEPARTMENTAL STAFFING SUMMARY  
DEPARTMENT: ENVIRONMENT & DEVELOPMENT**

Position Title	Grade	Full Time		
		2007	2008	2009
Director of Environment & Development	20	1	1	1
Manager of Environment & Development Programs	17	3	3	3
Senior Environment & Development Planner	15	4	3	3
Technology Coordinator	13	1	1	1
Environment & Development Planner III	12	4	3	1
Information Analyst	12	1	1	1
Environment & Development Engineer II	11	-	1	1
Environment & Development Fiscal Coordinator	11	1	1	1
Environment & Development Planner II	10	3	3	4
GIS Technician	10	1	1	1
Environment & Development Planner I	08	2	4	3
Public Outreach Specialist II	08	-	1	1
Administrative Assistant II	07	2	2	2
Administrative Assistant I	06	1	1	1
<b>Totals</b>		<b>24</b>	<b>26</b>	<b>24</b>

Position Title	Grade	Part Time		
		2007	2008	2009
Environment & Development Planner III	12	-	1	2
Intern	02	2	2	2
<b>Totals</b>		<b>2</b>	<b>3</b>	<b>4</b>

**NCTCOG DEPARTMENTAL BUDGET SUMMARY  
DEPARTMENT: ENVIRONMENT & DEVELOPMENT**

	Fiscal Year 2007	Fiscal Year 2008	Fiscal Year 2009		
	Actual Expenditures	Budget	Proposed Budget	Change	Percentage of Operations
<b>COST OF OPERATIONS</b>					
Salaries	1,050,413	1,348,941	1,367,336	18,395	38.91%
Fringe Benefits	427,287	569,253	566,077	( 3,176)	16.11%
Indirect	265,486	339,520	342,214	2,694	9.74%
Occupancy	124,219	137,165	140,818	3,653	4.01%
Travel	39,686	22,001	20,000	( 2,001)	0.57%
Capital Outlay	-	-	-	-	-
Contract Services	3,200,144	894,977	842,227	( 52,750)	23.97%
Other	217,800	161,652	235,275	73,623	6.70%
<b>Total Cost of Operations</b>	<b>5,325,035</b>	<b>3,473,509</b>	<b>3,513,947</b>	<b>40,438</b>	<b>100.00%</b>
<b>Total Pass-Through</b>	<b>-</b>	<b>1,304,000</b>	<b>2,691,280</b>	<b>1,387,280</b>	
<b>Total In-Kind</b>	<b>306,243</b>	<b>10,000</b>	<b>8,100</b>	<b>( 1,900)</b>	
<b>Total Expenditures</b>	<b>5,631,278</b>	<b>4,787,509</b>	<b>6,213,327</b>	<b>1,425,818</b>	

**NCTCOG DEPARTMENTAL FUNDING SUMMARY**  
**DEPARTMENT: ENVIRONMENT & DEVELOPMENT**

Funding Source	Indirect Charges & Billed Services	Inter - Departmental Transfers	General Fund	Local Governments (In-Kind)	Local Contracts	TOTAL LOCAL FUNDS	State Administered Grants	Federal Grants	TOTAL REVENUES
Texas Commission on Environmental Quality	-	-	-	8,100	-	8,100	3,700,647	-	3,708,747
Local (e.g. storm water locals, etc.)	-	-	-	-	1,895,477	1,895,477	-	-	1,895,477
U.S. Environmental Protection Agency	-	-	-	-	-	-	-	-	-
Transportation Department	-	280,151	-	-	-	280,151	-	-	280,151
Agency Management	-	306,000	-	-	-	306,000	-	-	306,000
Texas State Soil and Water Conservation Board	-	-	-	-	-	-	50,000	-	50,000
Texas Department of Housing & Community Affairs	-	-	-	-	-	-	21,952	-	21,952
Administration Department	-	(49,000)	-	-	-	(49,000)	-	-	(49,000)
<b>Total Available Revenue:</b>	-	<b>537,151</b>	-	<b>8,100</b>	<b>1,895,477</b>	<b>2,440,728</b>	<b>3,772,599</b>	-	<b>6,213,327</b>

Program Description	Fiscal Year 2007 Actual			Fiscal Year 2008 Budget			Fiscal Year 2009 Proposed Budget		
	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES
Solid Waste Management	3,395,944	-	3,395,944	1,029,350	1,000,000	2,029,350	901,702	2,687,280	3,588,982
Stormwater Management Program	504,156	-	504,156	603,882	-	603,882	577,918	-	577,918
Vision North Texas	215,037	-	215,037	246,592	-	246,592	567,092	-	567,092
Trinity River Corridor Study	-	-	-	107,364	300,000	407,364	400,416	-	400,416
Public Works - ISWM	-	-	-	286,047	-	286,047	351,104	-	351,104
Transportation Department Support	362,343	-	362,343	500,253	-	500,253	346,322	-	346,322
Water Quality Management Planning/Resources	85,371	6,793	92,164	91,869	10,000	101,869	166,767	8,100	174,867
Trinity Local Program	101,191	-	101,191	98,637	-	98,637	98,625	-	98,625
Local Planning & Assistance	40,998	-	40,998	23,383	-	23,383	59,175	-	59,175
Community Development	19,522	-	19,522	20,319	-	20,319	21,650	-	21,650
Upper Trinity Watershed Partners (UNT)	-	-	-	25,646	-	25,646	19,725	-	19,725
Corridor Development	7,910	-	7,910	1,973	4,000	5,973	1,972	4,000	5,972
Texas Statewide Smartscape	967	-	967	1,480	-	1,480	1,479	-	1,479
Bear Creek Watershed	62,904	-	62,904	-	-	-	-	-	-
CTP Mapping Statement	8,187	-	8,187	-	-	-	-	-	-
Envirocast E-Life Continuation	269,503	299,450	568,953	134,393	-	134,393	-	-	-
EPA Stream Team Support	49,267	-	49,267	49,318	-	49,318	-	-	-
HazMAP	596	-	596	-	-	-	-	-	-
Muddy Creek Watershed	18,810	-	18,810	203,685	-	203,685	-	-	-
Multi-Specifications	182,329	-	182,329	-	-	-	-	-	-
Rockwall Greenprinting Project	-	-	-	49,318	-	49,318	-	-	-
<b>Total Expenditures:</b>	<b>5,325,035</b>	<b>306,243</b>	<b>5,631,278</b>	<b>3,473,509</b>	<b>1,314,000</b>	<b>4,787,509</b>	<b>3,513,947</b>	<b>2,699,380</b>	<b>6,213,327</b>



## **TRANSPORTATION PROGRAM SUMMARY**

### **MISSION AND GOALS STATEMENT**

The North Central Texas Council of Governments (NCTCOG) is the designated Metropolitan Planning Organization (MPO) for the Dallas-Fort Worth Metropolitan Area, including the urbanized areas of Denton-Lewisville and McKinney. NCTCOG's Executive Board provides coordinated regional policy direction and fiduciary oversight to the MPO process. The metropolitan transportation planning process is guided by the Regional Transportation Council (RTC) which serves as the independent policy body for transportation decision making. The RTC is comprised of 40 local elected officials and transportation agency representatives.

As the MPO, NCTCOG Transportation Department staff carries out planning and implementation activities utilizing multiple funding programs. The first of these programs is referred to as Transportation Planning Formula Funds. These federal transportation planning funds are received by NCTCOG annually through a formula allocation and are used to conduct regional transportation planning activities. This program is administered through the Texas Department of Transportation (TxDOT), which also provides the required 20 percent match. Major tasks addressed with this funding include developing and maintaining the Metropolitan Transportation Plan and Transportation Improvement Program, and monitoring travel demand and transportation needs through a Congestion Management Process. The Transportation Department also conducts and supports corridor investment studies, as well as provides technical assistance to local governments, TxDOT, the North Texas Tollway Authority (NTTA), Dallas Area Rapid Transit (DART), the Fort Worth Transportation Authority (FWTA), Denton County Transportation Authority (DCTA) and other local transit service providers across the region.

The second funding program is Transportation Planning Non-Formula Funds which includes other types of planning resources such as federal and State funding made available through the RTC to conduct special planning studies or contract services provided by NCTCOG staff. Examples of such service include work performed as a subcontractor to consultants providing travel forecasting assistance to transportation providers, technical assistance to the Texas Commission on Environmental Quality in addressing air quality issues, and use of Surface Transportation Program – Metropolitan Mobility category funding to perform large-scale planning and engineering feasibility studies.

The third funding program, Implementation Non-Formula Funds, supports programs that focus on the implementation of transportation and air quality strategies aimed at reducing traffic congestion and improving air quality. These programs, referred to as Management and Operations, are carried out in cooperation with the region's transportation providers and include air quality public information campaigns, the expansion of vanpool programs, and deployment of Intelligent Transportation Systems technology.

Funding provided by local governments for the implementation of sustainable development and air quality improvement projects represents the fourth category of funds used by the MPO. Through an innovative partnership between the RTC and local governments, the RTC programs funds to construct federally eligible regional transportation improvements for local governments. In many instances these projects are funded through a combination of federal, State and local funds assembled in partnership among agencies and local governments that allow for the expedited construction of projects that otherwise could not be built. As part of this program, local governments provide local funds that are used to streamline the delivery of sustainable development and air quality program projects. NCTCOG staff is responsible for the project selection recommendations to RTC, as well as the fund accounting associated with this program.

The fifth funding category is Regional Toll Revenue Funds. These funds are derived from approximately \$3.3 billion in concession payments to be paid by the North Texas Tollway Authority (NTTA) for the right to develop S.H. 121 in Collin and Denton Counties. The funds are dedicated for the implementation of

transportation and air quality projects as selected by the RTC in cooperation with local governments and transportation providers.

All of these programs are outlined in the Unified Planning Work Program for Regional Transportation Planning (UPWP), biennially prepared by NCTCOG staff, that provides a detailed summary of planning and implementation activities to be conducted over a two-year period. Transportation planning and implementation activities are carried out in the Transportation Department through various program areas. Ten program areas in the Transportation Department are designated to carry out the planning, fiscal programming and implementation of projects and programs. The following is a brief description of each of these program area activities for Fiscal Year (FY) 2008-2009.

### **Program Administration**

General coordination, communication, and management tasks are essential to maintaining the planning process. The preparation and circulation of information relevant to regional transportation policy are major components of this program area's activities, including support to the NCTCOG Executive Board, Regional Transportation Council, and Surface Transportation Technical Committee. Also included is the development and monitoring of the Unified Planning Work Program. This program area also carries out general office management activities, including personnel recruitment and maintenance functions, and professional development opportunities. Another project in this area is the University Partnership Program, which provides funding for planning and research activities being carried out by participating universities to support ongoing NCTCOG transportation initiatives. Transportation training in the areas of planning, engineering, systems operations, maintenance, and geographical information systems for local governments and planning agencies is also supported in this area. In addition, funding is included in this budget for Transportation Department involvement in metropolitan transportation and air quality planning at the state level through the Texas Metropolitan Planning Organizations Roundtable (TEMPO) and at the national level with the Association of Metropolitan Planning Organizations (AMPO), as well as support for other affiliations.

### **Fiscal Management, Transit Operations, and Computer Systems**

The implementation of numerous programs supported through grants and contracts from multiple federal, State and local agencies as well as the private sector requires extensive knowledge and resources to manage the fiscal requirements of these programs. Tasks including the development of grant applications, consultant procurement, purchasing, contract development and monitoring, expenditure reporting, and auditing are included in this program area. Development of the Transportation Department's annual budget is included in this area, including all five funding programs described previously. The oversight of funds coming to NCTCOG through various innovative funding programs, many of which are directed toward expediting transportation improvements, is a primary function of the fiscal management program area.

This program area is also responsible for public transportation funding and operations activities that focus on identifying opportunities for increased transportation services in the region. Ensuring that transportation is available for individuals with disabilities, low-income individuals, and the elderly is a critical aspect of this program area. A major emphasis in FY2008-2009 is implementation of the North Central Texas Regional Public Transportation Coordination Plan, which identified short-, medium-, and long-term strategies to move the region toward more seamless public transportation services. Several projects currently in progress include: implementing reciprocal recognition of Americans with Disabilities Act (ADA) Paratransit certifications; developing a regional vehicle-for-hire program; updating the region's Transportation Provider Inventory (TPI); and managing the Hurst-Euless-Bedford (HEB) Transit project. In addition, this program area supports NCTCOG's administration and oversight responsibilities as the Designated Recipient for the Job Access/Reverse Commute Program (Federal Transit Administration Section 5316), New Freedom Program (Federal Transit Administration Section 5317), and a portion of the Urbanized Area Formula Program (Federal Transit Administration Section 5307).

Also included is the management of computer systems necessary to support transportation and air quality planning activities.

### **Community Outreach**

A primary goal of the Transportation Department is to maintain public involvement throughout the regional transportation planning process, in conjunction with federal requirements for active and ongoing public participation. A number of tasks aimed at educating and informing the public, including member governments and local elected officials, are continually being pursued. Publications such as Mobility Matters, the MPO quarterly newsletter; Local Motion, a monthly newsletter for elected officials, transportation articles of interest published in It's Your Region, the agency's monthly newsletter; and the Regional Mobility Initiatives, a report series aimed at summarizing ongoing planning and construction activities, are examples of ongoing community outreach and education efforts. State of the Region, an annual report on transportation system performance in North Texas, has been published annually since 2004. Increasing the communication among citizens, elected officials, and technical staff permits local entities to work together to achieve desired goals and objectives. The Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU), passed by Congress in 2005, placed extra emphasis on an MPO's efforts to engage the public in the transportation planning process. Elements of the Transportation Department's public outreach and education program include regular public meetings on regional transportation programs and topics, participation in various community events and forums, maintenance of the Transportation Internet site and fostering an open relationship with the news media. A comprehensive mailing list of agencies, neighborhood and advocacy groups, and transportation stakeholders is maintained and utilized to inform the public about transportation issues, as well as specific public meetings. The monitoring of federal, State, and local legislative initiatives are also conducted in this program area to assist local elected officials in ensuring that legislative actions at all levels of government contribute to improving the mobility and air quality of the region.

### **Transportation Project Programming**

The Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users renewed the responsibility of the Metropolitan Planning Organization to work with the Texas Department of Transportation, local governments, and transportation authorities to identify, evaluate, and select transportation improvements. The Transportation Improvement Program (TIP) serves as the mechanism for funding transportation improvements recommended in the Metropolitan Transportation Plan. All regionally significant ground transportation improvements, regardless of funding source, are inventoried in the TIP. Each year, NCTCOG Transportation Department staff engages in a number of activities related to the development and implementation of the Transportation Improvement Program. The TIP is prepared on a biennial basis with quarterly updates. A major emphasis for FY2008-2009 will be the development of the FY2010-2013 TIP document. A new focus in FY2008-2009 will involve tracking the implementation of new transportation projects in Dallas, Tarrant, Denton, and Collin Counties using over \$2.5 billion in toll proceeds from the S.H. 121 toll project. As part of this tracking initiative, the TIP database and information system will be completely overhauled to enable better project tracking. Finally, the implementation of projects using RTC/Local funding will continue.

### **Congestion Management, Safety, Security, and Sustainable Development**

SAFETEA-LU requires that metropolitan areas with a population of greater than 200,000 develop and implement a Congestion Management Process (CMP). The CMP provides for the effective management of new and existing transportation facilities through development and implementation of travel demand, transportation system management and sustainable development strategies, and by providing information to decision makers on system performance and effectiveness of implemented strategies. The CMP seeks a "management" solution to a growing traffic problem by targeting resources to operational management and travel demand reduction strategies. The CMP is fully integrated into the region's transportation planning and programming process.

The CMP includes the development, implementation and monitoring of regional travel demand management strategies, including employee trip reduction, carpool/vanpool, park-and-ride, and transportation management associations. Transportation systems management (TSM) and intelligent transportation system (ITS) strategies are also part of this program. These strategies, which include intersection and signalization improvements, a freeway bottleneck removal program, intelligent transportation system projects, and special events management strategies, will be developed to reduce travel time and enhance system reliability. Transportation staff will also develop and implement a

Congestion Management Process Ordinance that will include the implementation of congestion management strategies during the planning, engineering, construction and operation stages of corridor development. In addition, collection and analysis of traffic data in the Dallas-Fort Worth region via low-level aerial photography was conducted and will be analyzed to enhance the North Central Texas Council of Governments information system for monitoring transportation system infrastructure and performance as part of the CMP.

Sustainable development strategies also reduce the demand for single occupant vehicle or drive-alone travel and are critical tools in the region's efforts to reduce congestion and improve mobility and air quality. In 2001 and again in 2006, the RTC funded a number of sustainable development projects which place a greater focus on the importance of coordinating land use and transportation investments in order to maximize the region's resources. Efforts in this program area will focus on monitoring progress toward implementation of these projects, as well as facilitating continued education and public outreach on sustainable development through NCTCOG's Center of Development Excellence. Development of improved bicycle and pedestrian facilities with continued emphasis on safety and access to transit systems and commercial developments will also be a key aspect of this program area's activities. The Sustainable Development area will also provide support for Transit Oriented Development (TOD) in the region. The program will provide education and project development assistance to local governments who are looking to create TODs as methods of reducing congestion by developing near transit hubs. Another sustainable development initiative will distribute funds provided by the U.S. Environmental Protection Agency for a Revolving Loan Fund Program for Brownfield clean-up which will provide for more in-fill redevelopment once contaminated sites have been remediated.

In conjunction with NCTCOG's Research and Information Services (RIS) Department, during FY2008-2009, Transportation staff will maintain and disseminate demographic data to support transportation planning efforts, monitor regional development trends for input into the forecast process, research new forecasting methodologies, develop new alternative demographic forecast scenarios for 2030 to support the Metropolitan Transportation Plan, and assist RIS staff with the development of new regional demographic forecasts through the year 2040.

Transportation Department staff will also conduct planning efforts to develop safety policies, programs, and projects. In an effort to improve transportation safety related to pedestrians, bicycling, transit, roadways and highways, staff will evaluate crash data and continue the development of the Dallas-Fort Worth Regional Safety Information System. Coordinated efforts with NCTCOG's Emergency Preparedness Department will also continue to support local, State, and federal initiatives to address transportation system security and emergency preparedness planning. The North Central Texas Council of Governments continues a dialogue among local governments and transportation providers in North Central Texas regarding the regional coordination of response plans, response capabilities, and emergency medical services in the event of a major incident. Staff also provides technical transportation data needed to support these planning efforts as well as to facilitate the coordination of various transportation providers and planning agencies.

The Transportation Department is responsible for the development, integration, maintenance, and dissemination of transportation data and information. This activity focuses specifically on the development of web-based applications for use in the sharing and collecting of a variety of transportation and air quality data. This element includes both the improvement of existing Internet/Intranet applications and the creation of new ones. Another aspect of this program area is to manage and coordinate Geographic Information System (GIS) technologies so that they can be effectively utilized for transportation planning; this may include study, development, design, training, and maintenance activities. Finally, staff may commence development of an Asset Management System that will ultimately help the North Central Texas region in finding a successful balance of preserving, upgrading, and replacing transportation assets.

#### **Travel Model Development and Data Management**

The Transportation Department plays an important role in the development of travel forecasts that are used to support the planning of freeways, toll roads, high occupancy vehicle lanes, passenger rail

systems, and other transportation improvements. The continued development of travel models is coordinated with regional transportation and air quality planning activities and represents a significant portion of the activities included in the Unified Planning Work Program. A major emphasis of this program area is the ongoing development and implementation of a regional travel model and preparation of a transportation information system.

The travel model is a microcomputer-based travel forecasting tool that enables transportation planners to evaluate a wide range of future transportation projects. The information system is closely related to the development of the models and is used to gain past and present knowledge of the transportation system. Efforts during FY2008-2009 will focus on the maintenance and improvement of the travel model, including the enhancement of modeling tools incorporating improved behavioral models and traffic micro simulation, data collection and sharing via NCTCOG website, development of new travel models, and support for the land-use model maintenance and improvement efforts. Improvements in background data storage and communication systems will also be areas of focus in order to create an enhanced system for the management of huge amounts of data.

### **Air Quality Planning and Operations**

The Clean Air Act Amendments of 1990 and SAFETEA-LU call for the integration of transportation and air quality planning activities at local, State, and federal levels. Effective June 15, 2004, the Environmental Protection Agency introduced the new 8-hour ozone standard with a corresponding moderate non-attainment area, including Collin, Dallas, Denton, and Tarrant Counties and expanded to include Ellis, Johnson, Kaufman, Parker and Rockwall Counties. Since that time, the Transportation Department staff has worked with the Texas Commission on Environmental Quality (TCEQ) to identify control strategies and transportation control measures for inclusion in the State Implementation Plan (SIP). During FY2008-2009, efforts will continue to focus on the development and implementation of emission reduction strategies across the nine-county non-attainment area designed to reduce travel demand, implement new technologies, and inform the public regarding the importance of improving the region's air quality. These programs will be pursued as part of a coordinated and comprehensive planning approach to the region's air quality problem. The RTC has provided Surface Transportation Program--Metropolitan Mobility, Congestion Mitigation and Air Quality Improvement Program, and local funding to support NCTCOG's involvement in these efforts.

Major initiatives among these in FY2008-2009 is continuing the AirCheckTexas Vehicle Repair and Replacement Assistance Program, funded in part through TCEQ and in part through RTC funding; marketing, education, and assistance efforts directed towards the implementation of programs designed to improve air quality; and other programs identified in the SIP. NCTCOG staff regularly conducts an air quality conformity analysis in the non-attainment area, which is a quantitative assessment to ensure that the region's air quality is not worsened through the implementation of transportation projects and programs included in the Transportation Improvement Program and Metropolitan Transportation Plan. In addition, NCTCOG staff will also provide assistance to TCEQ by conducting technical studies used to assist in various air quality modeling procedures.

### **Transportation Planning**

Federal planning regulations require that metropolitan areas have a Metropolitan Transportation Plan in place that identifies both major transportation improvements including freeways; toll roads; high occupancy vehicle/managed lanes; rail facilities; bike and pedestrian facilities; and transportation programs such as sustainable development, congestion management, safety and security. During FY2008-2009, staff efforts will focus on monitoring and refinement of Mobility 2030: The Metropolitan Transportation Plan adopted by the Regional Transportation Council in January 2007. This will include processing amendments to the Plan to incorporate the latest planning information for each major corridor as they proceed in the project development process.

For projects identified in the Metropolitan Transportation Plan, NCTCOG Transportation Department staff works with the region's various transportation agencies on detailed corridor studies to evaluate transportation alternatives and to address transportation-related issues such as local government land-use policies, neighborhood and community goals, and economic development. These detailed corridor studies

may be performed as part of the federal National Environmental Policy Act (NEPA) process or independently. In all of these studies, NCTCOG Transportation Department staff performs a variety of functions in support of the corridor study process ranging from the facilitation of meetings and consensus building to the development of detailed travel forecasts to support the evaluation of alternatives, environmental justice evaluations, and mobile source air toxics analysis. The Transportation Planning program is responsible for integrating concerns for the social, cultural, and natural environment early in the transportation planning process. Several initiatives will continue through FY2009 to identify potential environmental impacts and develop mitigation strategies that can be used to avoid, minimize, or mitigate potential environmental impacts. These efforts will result in the identification of strategies and an environmental impact analysis of the roadway and transit recommendations in the next Metropolitan Transportation Plan update. Transportation Planning area staff also serves as the environmental justice coordinator for the Transportation Department providing technical and policy support to other program areas.

The Transportation Department also provides support to local governments to conduct thoroughfare planning. Each year, cities and counties in North Central Texas request assistance from NCTCOG for the development of thoroughfare plans. Transportation Department staff efforts focus on the preparation of travel forecasts to support local government efforts. NCTCOG's involvement also ensures that plans are compatible and coordinated across jurisdictions. A continued emphasis for Transportation Department staff in FY2008-2009 will be to address thoroughfare planning requests from local governments and counties throughout the Metropolitan Area as well as areas in perimeter counties that have substantial interaction with the core metropolitan area. NCTCOG staff will also incorporate these local efforts into the Regional Thoroughfare Plan, last adopted in December 2001, in an effort to update and revise it. Under the umbrella of the Regional Thoroughfare Plan, staff will work with county and local government representatives to develop county-wide thoroughfare needs assessments.

As a follow-up to the 2004 and 2006 initiatives, NCTCOG staff will work with TxDOT on reviewing and refining the Texas Metropolitan Mobility Plan. Metropolitan Areas across Texas have been called upon by the Office of the Governor and the Texas Transportation Commission to develop Regional Mobility Plans that address eight common goals: reduced congestion, improved safety, improved air quality, improved quality of life, improved opportunities for economic development, enhanced infrastructure maintenance, streamlined project delivery, and TxDOT strategic goals.

Also included in the Transportation Planning program responsibility is the area of public transit planning. This is a significant area of responsibility for NCTCOG staff involving assistance to transportation authorities, transit agencies, and local governments in the evaluation of opportunities for improving existing public transit services as well as establishing transit service in locations where it currently does not exist in the region. During FY2008-2009, staff will provide technical support to the Rail North Texas effort, an initiative to identify potential funding sources for regional rail lines contained in Mobility 2030 that are either outside of a transportation authority service area, or not contained in the financial plans of the authorities. This effort is expected to culminate in a regionally adopted recommendation to the Texas legislature when they meet in 2009.

#### **Intermodal Program Planning**

As the nation's largest non-border port-of-entry, the long-term growth and development of the region's intermodal industry is critical to the regional economy. The efficient movement of freight within and through the Dallas-Fort Worth Metropolitan Area is continuing to grow in importance as the region's population continues to grow and traffic congestion increases. During FY2008-2009, Transportation Department staff will continue to focus on intermodal and freight transportation issues, including maintaining and improving access to major intermodal facilities and planning for the increased flow of truck traffic and goods related to the I.H. 35 North America Free Trade Agreement (NAFTA) corridor and other major truck corridors in the region. Staff will continue work to assess and expand left-lane truck lane restrictions currently in place on sections of Interstate Highway 30 and Interstate Highway 20. Goods movement planning will also address at-grade railroad crossing safety, railroad quiet zone implementation, air quality impacts of goods

movement, the creation of a goods movement information and data system, promoting freight-oriented developments, and reviewing the hazardous materials shipment routes.

With funding from the Federal Aviation Administration, work will continue on an update of the Regional General Aviation and Heliport System Plan. This work will include the development of general aviation and vertical flight activity forecasts, as well as the deployment of an Online Regional Aviation Data Management System. Other aviation planning activities will include working with local governments to implement land-use changes near the Naval Station Joint Reserve Base in Fort Worth, as identified in the recently completed Joint Land-Use Study, funded by the Department of Defense. In addition, issues related to surface transportation access to the aviation system will be studied and monitored. Maintaining the efficiency of the air cargo system will require regular inventory, monitoring, and documentation of roadway, truck and rail bottlenecks; as well as coordination of safety and security issues related to access and egress. Development of baseline measures and long-term forecasts, capital needs assessments, and financial planning related to improving the surface transportation system supporting air cargo will be conducted.

### **Streamlined Project Delivery**

As regional roadway and freight/passenger rail projects continue to increase in complexity, scope, and impacts, the NCTCOG Transportation Department has identified a need to expand its involvement beyond its current planning and programming functions in order to improve project delivery in the Dallas-Fort Worth region. In Fiscal Year 2008-2009, the Streamlined Project Delivery program area will facilitate additional technical assistance for local, regional, State, and federal partners to expedite the environmental clearance and implementation of major transportation projects, particularly those which deal with multiple transportation modes concurrently. Included in this effort will be the continued corridor refinement of the approved Regional Transportation Council vision for the Regional Outer Loop/Rail Bypass Study and advancing the formal environmental evaluation of various Outer Loop segments such as Loop 9. NCTCOG staff assigned to this program area will also administer federal funding to assess and implement improvement options for Tower 55, one of the nation's most congested freight rail bottlenecks located at the intersection of the Burlington Northern Santa Fe and Union Pacific Railroads in downtown Fort Worth. The team will also assist the region's transportation providers with input on planning, design, engineering, public/agency involvement, and other streamlined delivery functions for additional major multimodal projects as they are identified within the Metropolitan Transportation Plan or other various programs.

**NCTCOG DEPARTMENTAL STAFFING SUMMARY**  
**DEPARTMENT: TRANSPORTATION**

Position Title	Grade	Full Time		
		2007	2008	2009
Director of Transportation	20	1	1	1
Assistant Director of Transportation	19	1	1	1
Senior Program Manager	18	6	5	5
Program Manager	17	-	1	9
Transportation System Modeling Manager	17	-	-	1
Air Quality Operations Manager	16	1	1	1
Computer Systems Manager	16	1	1	1
Grants and Contracts Manager	16	-	-	2
Information Analyst Supervisor	16	-	-	1
Principal Transportation Planner/Engineer	16	14	12	4
Public Involvement Manager	16	-	-	1
Senior Transportation System Modeler	16	2	6	3
Administrative Program Supervisor	15	1	1	1
Senior Info. Analyst	15	1	1	-
Air Quality Operations Coordinator	14	1	3	3
Information Analyst II	14	-	-	3
Senior Transportation Fiscal Analyst	14	1	1	-
Senior Transportation Planner/Engineer	14	7	8	11
Transportation System Modeler II	14	-	-	2
Administrative Program Coordinator	13	1	1	1
Information Analyst	13	1	2	1
Public Involvement Coordinator	13	1	1	-
Transportation System Modeler I	12	-	-	1
Transportation Planner/Engineer III	12	5	10	10
Air Quality Operations Analyst III	11	-	-	2
Grants Coordinator	11	6	8	9
Transportation Planner/Engineer II	11	27	15	23
Communications Specialist II	10	-	-	3
GIS Technician	10	1	1	-
Public Outreach Specialist II	10	1	1	-
Transportation Planner/Engineer I	10	13	24	16
Air Quality Operations Analyst II	09	2	7	7
Database Specialist	09	-	-	1
Air Quality Operations Services Assistant II	08	-	6	9
Communications Specialist I	08	-	-	2
Computer Support Technician	08	2	2	2
Public Outreach Specialist I	08	2	3	-
Administrative Assistant II	07	4	7	9
Air Quality Operations Analyst	07	2	2	-
Administrative Assistant I	06	7	9	7
Air Quality Operations Services Assistant	04	4	4	1
	<b>Totals</b>	<b>116</b>	<b>145</b>	<b>154</b>

Position Title	Grade	Part Time		
		2007	2008	2009
Principal Transportation Planner/Engineer	15	1	-	-
Intern	02	4	8	7
	<b>Totals</b>	<b>5</b>	<b>8</b>	<b>7</b>



**NCTCOG DEPARTMENTAL BUDGET SUMMARY  
DEPARTMENT: TRANSPORTATION**

Type of Expenditure	Fiscal Year 2007	Fiscal Year 2008	Fiscal Year 2009		
	Actual Expenditures	Budget	Proposed Budget	Change	Percentage of Operations
<b>COST OF OPERATIONS</b>					
Salaries	4,869,524	6,114,063	7,548,525	1,434,462	16.74%
Fringe Benefits	2,024,681	2,580,135	3,125,089	544,954	6.93%
Indirect	1,238,623	1,538,873	1,889,230	350,357	4.19%
Occupancy	583,938	725,378	836,436	111,058	1.85%
Travel	169,676	115,000	152,973	37,973	0.34%
Capital Outlay	70,144	130,000	-	( 130,000)	-
Contract Services	19,164,861	8,804,291	7,255,032	( 1,549,259)	16.08%
Other <sup>(1)</sup>	2,658,557	26,252,971	24,297,360	( 1,955,611)	53.87%
<b>Total Cost of Operations</b>	<b>30,780,004</b>	<b>46,260,711</b>	<b>45,104,645</b>	<b>( 1,156,066)</b>	<b>100.00%</b>
<b>Total Pass-Through <sup>(2)</sup></b>	<b>115,728</b>	<b>70,826,004</b>	<b>73,279,060</b>	<b>2,453,056</b>	
<b>Total In-Kind</b>	<b>17,586,252</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Total Expenditures</b>	<b>48,481,984</b>	<b>117,086,715</b>	<b>118,383,705</b>	<b>1,296,990</b>	

<sup>(1)</sup> Fiscal Year 2008 includes \$21.3 Million for the Aircheck Texas Program

<sup>(2)</sup> Fiscal Year 2008 includes \$70,826,004 for Major Projects

<sup>(2)</sup> Fiscal Year 2009 includes \$73,279,059 for Major Projects

**NCTCOG DEPARTMENTAL FUNDING SUMMARY**  
**DEPARTMENT: TRANSPORTATION**

Funding Source	Indirect Charges & Billed Services	Inter - Departmental Transfers	General Fund	Local Governments (In-Kind)	Local Contracts	TOTAL LOCAL FUNDS	State Administered Grants	Federal Grants	TOTAL REVENUES
RTC Local					56,934,278	56,934,278	-	-	56,934,278
Texas Commission of Environmental Quality							22,711,965	-	22,711,965
Texas Department of Transportation							24,978,028	-	24,978,028
Federal Transit Authority							-	9,369,993	9,369,993
Environmental Protection Agency							-	3,450,000	3,450,000
Miscellaneous							-	-	-
Local		15,105	-		780,623	795,728	-	-	795,728
Regional Toll Revenue					872,928	872,928	-	-	872,928
Federal Aviation Administration							-	845,485	845,485
Federal Highway Administration							-	147,200	147,200
Department of Defense							-	131,405	131,405
North Texas Tollway Authority					77,156	77,156	-	-	77,156
State Energy Conservation Office							46,618	-	46,618
Department of Energy							-	12,469	12,469
Community Services Department		(147,428)				(147,428)	-	-	(147,428)
Environment & Development Department		(280,151)				(280,151)	-	-	(280,151)
Research & Information Service Department		(588,250)				(588,250)	-	-	(588,250)
Administration Department		(973,719)				(973,719)	-	-	(973,719)
Unprogrammed Funding							-	-	-
<b>Total Available Revenue:</b>	-	(1,974,443)	-	-	58,664,985	56,690,542	47,736,611	13,956,552	118,383,705

Program Description	Fiscal Year 2007 Actual			Fiscal Year 2008 Budget			Fiscal Year 2009 Proposed Budget		
	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES
Regional Transportation Council Local (RC4)	1,509,698	163,138	1,672,836	2,007,161	52,809,719	54,816,880	3,107,745	54,506,546	57,614,291
Implementation Program Non-Formula Funded (RC.3)	20,081,763	17,519,429	37,601,192	30,718,850	18,016,285	48,735,135	27,792,194	18,772,514	46,564,708
Planning Studies Formula Funded (RC1)	7,393,772		7,393,772	10,011,698		10,011,698	10,083,615		10,083,615
Planning Studies Non Formula Funded (RC2)	1,794,771	19,413	1,814,184	3,523,002		3,523,002	3,266,610		3,266,610
Regional Toll Revenue (RC5)							854,481		854,481
<b>Total Expenditures:</b>	<b>30,780,004</b>	<b>17,701,980</b>	<b>48,481,984</b>	<b>46,260,711</b>	<b>70,826,004</b>	<b>117,086,715</b>	<b>45,104,645</b>	<b>73,279,060</b>	<b>118,383,705</b>

## **WORKFORCE DEVELOPMENT PROGRAM SUMMARY**

### **MISSION AND GOALS STATEMENT**

Workforce Development administers publicly funded employment, training and support programs for the fourteen-county North Central Texas Workforce Development Area, which includes Collin, Denton, Ellis, Erath, Hood, Hunt, Johnson, Kaufman, Navarro, Palo Pinto, Parker, Rockwall, Somervell, and Wise counties. Our mission is to advance an innovative workforce system, which fosters a competitive economy and improves the quality of life in North Central Texas through employment, education and economic development. The department provides staff support to the North Central Texas Workforce Development Board by providing planning, coordination, management, and oversight services. Through a network of local workforce centers, the Board provides business with skilled workers, assists job seekers in finding rewarding careers, provides professional outplacement services for businesses who are restructuring or downsizing, and provides subsidized child care for eligible families.

### **The Workforce Development Board**

The Board consists of thirty-eight volunteer members who oversee and provide policy guidance for workforce development programs in the fourteen county area. The Board contracts with the North Central Texas Council of Governments to provide staff support and administer the day-to-day operations of the programs. As grant recipient and fiscal agency, NCTCOG is responsible for an annual workforce development budget in excess of \$48 million.

The Board has a highly decentralized service delivery system. Contracted service providers have been procured to manage the Texas Workforce Centers in partnership with Texas Workforce Commission and Texas Veterans Commission staff. The programs provided include the Workforce Investment Act for Adults, Dislocated Workers and Youth, Employment Services, Choices (the employment and training component of the Temporary Assistance for Needy Families program), Project RIO (service to ex-offenders), Food Stamp Employment and Training, and Child Care Services.

### **Texas Workforce Centers**

Fifteen offices, called Texas Workforce Centers, are located throughout the fourteen county area. Official One-Stop locations are in Cleburne, Denton, Mineral Wells, Plano, and Waxahachie. The remaining offices offer services based upon the one-stop methodology, with as many one-stop partners present as possible.

Texas Workforce Centers provide services to the entire population, including the unemployed, the under-employed, and others interested in finding a new career. This year, it is estimated that over 35,000 individuals will receive assistance through the centers and over 6,700 children, on average, per month, will receive care through the subsidized child care assistance program. Workforce Solutions for North Central Texas provides employers with recruitment assistance for job openings, labor market information, outplacement services for companies who are downsizing, skills assessment for current employees and assistance in meeting federal and state employment requirements. Job seekers can access labor market information, information regarding area education and training institutions, access to job-banks which connect job seekers to employers and workshops on various subjects from job search techniques to job interview skills, training for demand occupations and support services such as child care and transportation.

**NCTCOG DEPARTMENTAL STAFFING SUMMARY  
DEPARTMENT: WORKFORCE DEVELOPMENT**

Position Title	Grade	Full Time		
		2007	2008	2009
Director of Workforce Development	20	1	1	1
Operations Manager	18	1	1	1
Workforce Development Manager	17	1	1	1
Quality Assurance Manager	16	1	1	1
Business Development Supervisor	15	1	1	1
Data Management Supervisor	15	1	1	1
Grants and Contracts Administrator	15	1	1	1
Senior Operations Specialist	14	4	4	4
Senior Quality Assurance Specialist	14	3	3	3
Senior Business Development Liaison	13	1	1	1
Senior Database Specialist	13	1	1	1
Senior Communications Specialist	12	1	1	1
Urban Planner II	11	2	2	2
Database Specialist	09	1	1	1
Economic Planner II	10		1	1
Workforce Planner	09	1	1	1
Administrative Assistant II	07	2	2	2
	<b>Totals</b>	<b>23</b>	<b>24</b>	<b>24</b>

Position Title	Grade	Part Time		
		2007	2008	2009
Intern <sup>(1)</sup>	01	1	1	1
	<b>Totals</b>	<b>1</b>	<b>1</b>	<b>1</b>

<sup>(1)</sup> Unfunded positions

**NCTCOG DEPARTMENTAL BUDGET SUMMARY  
DEPARTMENT: WORKFORCE DEVELOPMENT**

Type of Expenditure	Fiscal Year 2007	Fiscal Year 2008	Fiscal Year 2009		
	Actual Expenditures	Budget	Proposed Budget	Change	Percentage of Operations
<b>COST OF OPERATIONS</b>					
Salaries	1,096,117	1,255,210	1,043,617	( 211,593)	34.63%
Fringe Benefits	460,103	529,699	432,057	( 97,642)	14.34%
Indirect	279,593	315,929	261,194	( 54,735)	8.67%
Occupancy <sup>(1)</sup>	143,898	150,167	158,119	7,952	5.25%
Travel	152,042	132,531	123,398	( 9,133)	4.10%
Capital Outlay	47,635	281,155	355,420	74,265	11.79%
Contract Services <sup>(2)</sup>	267,541	646,069	507,210	( 138,859)	16.83%
Other	741,196	143,053	132,310	( 10,743)	4.39%
<b>Total Cost of Operations</b>	<b>3,188,125</b>	<b>3,453,813</b>	<b>3,013,325</b>	<b>( 440,488)</b>	<b>100.00%</b>
<b>Total Pass-Through</b>	<b>47,988,305</b>	<b>44,047,286</b>	<b>42,316,515</b>	<b>( 1,730,771)</b>	
<b>Total In-Kind</b>	-	-	-	-	
<b>Total Expenditures</b>	<b>51,176,430</b>	<b>47,501,099</b>	<b>45,329,840</b>	<b>( 2,171,259)</b>	

NCTCOG DEPARTMENTAL FUNDING SUMMARY  
DEPARTMENT: WORKFORCE DEVELOPMENT

Funding Source	Indirect Charges & Billed Services	Inter-Departmental Transfers	General Fund	Local Governments (In-Kind)	Local Contracts	TOTAL LOCAL FUNDS	State Administered Grants	Federal Grants	TOTAL REVENUES
Texas Workforce Commission	-	-	-	-	-	-	46,110,962	-	46,110,962
Department Of Labor	-	-	-	-	-	(425,106)	-	515,794	515,794
Administration Department	-	(425,106)	-	-	-	(425,106)	-	-	(425,106)
Research & Information Services Department	-	(871,810)	-	-	-	(871,810)	-	-	(871,810)
<b>Total Available Revenue:</b>	-	<b>(1,296,916)</b>	-	-	-	<b>(1,296,916)</b>	<b>46,110,962</b>	<b>515,794</b>	<b>45,329,840</b>
<b>Fiscal Year 2007 Actual</b>									
<b>Program Description</b>	<b>Operations</b>	<b>Pass - Through / In-Kind</b>	<b>TOTAL EXPENDITURES</b>	<b>Operations</b>	<b>Pass - Through / In-Kind</b>	<b>TOTAL EXPENDITURES</b>	<b>Operations</b>	<b>Pass - Through / In-Kind</b>	<b>TOTAL EXPENDITURES</b>
Child Care	844,709	29,105,867	29,950,576	943,658	28,117,828	29,061,486	865,419	28,706,037	29,571,456
Workforce Investment Act	1,442,203	13,663,044	15,105,247	1,595,908	10,783,754	12,379,062	1,287,930	9,145,891	10,433,821
Temporary Assistance for Needy Families	589,635	2,522,497	3,112,132	572,219	2,270,114	2,842,333	457,790	2,216,471	2,674,261
Food Stamp Employment & Training	94,100	492,478	586,578	140,541	531,051	671,592	102,594	550,796	653,390
Trade Adjustment Assistance	-	171,545	171,545	-	888,165	888,165	-	564,708	564,708
Department Of Labor H 1B Grant	4,153	111,988	116,141	18,608	490,860	509,468	57,467	462,729	520,196
Resource Administration Grant - Employment Services	88,098	448,281	536,379	91,188	328,978	420,166	159,994	140,661	300,655
Project RIO	11,377	174,593	185,970	58,443	218,843	277,286	44,195	218,396	262,591
Texas Department of Transportation	-	123,067	123,067	-	258,344	258,344	-	202,014	202,014
Resource Administration - Veterans Affairs	23,938	111,255	135,193	33,248	119,949	153,197	37,936	108,812	146,748
Disability Navigator	-	54,134	54,134	-	40,000	40,000	-	-	-
National Emergency Grant	37,070	943,101	980,171	-	-	-	-	-	-
Non-project	31,805	-	31,805	-	-	-	-	-	-
Performance Incentive Award	21,037	66,455	87,492	-	-	-	-	-	-
<b>Total Expenditures:</b>	<b>3,188,125</b>	<b>47,988,305</b>	<b>51,176,430</b>	<b>3,453,813</b>	<b>44,047,286</b>	<b>47,501,099</b>	<b>3,013,325</b>	<b>42,316,515</b>	<b>45,329,840</b>

## **EMERGENCY PREPAREDNESS PROGRAM SUMMARY**

### **MISSION AND GOALS STATEMENT**

The Emergency Preparedness Department was established in July 2002. The primary mission of the Emergency Preparedness Department is to build a foundation for lasting partnerships and proactive Emergency Preparedness in North Central Texas through advocacy, information sharing, and collaboration.

On a daily basis our department works together to strengthen emergency preparedness efforts in our region. The department does this by acting as a convener, coordinator, communicator and advocate for training, planning, partnering, and funding opportunities from local, state, federal or private resources.

Numerous committees serve as subject matter experts and aid in determining operational and logistical priorities for the region. Our department works with the regional Emergency Preparedness Planning Council (EPPC), which is comprised of elected officials from participating governments. The committee serves in an advisory and support capacity, and provides general policy direction. We also facilitate a large number of committees who assist in the development of grant and program policies and implementation from a wide range of state and federal grant programs that benefit many different disciplines in our region. We help to identify deficiencies and strategies for improvement in areas such as communications, equipment, training, drills and exercises, and regional mutual aid issues. These issues touch in one way or another almost every segment of our society. Disasters affect everyone and everyone is welcome to provide input toward our efforts at building regional emergency preparedness capacity.

### **Homeland Security funding for the North Central Texas Region**

In FY 2009, the Emergency Preparedness Department anticipates the region receiving \$20,321,500 for the **FY 2008 Urban Area Security Initiative (UASI)**. Once funds are received, allocations are then made to selected projects which are approved by the UASI Executive Committee. The Urban Area Working Group utilizes regional subcommittees comprised of subject matter experts representing various disciplines to review discipline specific information and projects. The regional subcommittees include: Direction and Control, Exercise, Explosive Ordinance Disposal, Urban Search and Rescue, Hazardous Materials, Special Weapons and Tactics, Citizen Corps Programs, Public Education, Fusion Center, Medical and Mass Prophylaxis, and the Interoperable Communications Governance Committee.

The region anticipates receiving **FY 2008 State Homeland Security Program (SHSP)** in the amount of \$5,482,448 from the U.S. Department of Homeland Security through the State of Texas. As a result of the funded projects, the capacity of local governments throughout the region to prevent, protect, respond and recover from a terrorist incident will be greatly enhanced. Funding through FY 2008 SHSP is intended to support three federal objectives: 1. Measuring progress in achieving the National Preparedness Guidelines; 2. Strengthening improvised explosive device (IED) attack, deterrence, prevention and protection capabilities; and 3. Strengthening preparedness planning. Additionally, 25% of the funding award must be dedicated toward law enforcement activities. The Regional Emergency Preparedness Advisory Committee (REPAC) scored the FY08 projects during a three-phased process from April to May 2008. Through their efforts, funded projects will significantly enhance the region's homeland security and terrorism prevention capabilities.

North Central Texas region received \$1,757,464 in **FY 2009 Cities Readiness Initiative (CRI)** and **Public Health Preparedness (PHP)** funding from the Center for Disease Control through the Texas Department of State Health Services. This funding has directly resulted in a better capacity for the region to prepare and respond to a bioterrorism event. The funding has also indirectly benefited the overall preparedness of the region to all hazards. The North Central Texas Council of Governments, along with

the Texas Department of State Health Services Region 2/3 coordinates exercises, trainings, and monthly meeting with the counties in North Central Texas in order to ensure continued efforts in improving implementation of CRI and PHP programs and collaboration between jurisdictions. CRI and PHP funding has also permitted jurisdictions the ability to equip themselves with materials that will supplement their preparedness and response activities to bioterrorism event and other hazards as well.

The U.S. Department of Health and Human Services (HHS), **Office of the Assistant Secretary for Preparedness and Response (OASPR)**, Office of Preparedness and Emergency Operations (OPEO), Division of National Healthcare Preparedness Programs (DNHPP) provided grant funds for state and jurisdictional hospital preparedness and cooperative agreements. This OASPR grant provides grant funds to eligible hospitals to enable such entities to improve surge capacity and enhance community and hospital preparedness for public health emergencies Funds from this HPP guidance will be used to build medical surge capability through associated planning, personnel, equipment, training and exercise capabilities at the State and local levels. The North Central Texas Trauma Regional Advisory Council (NCTTRAC) received \$848,516 for the North Central Texas Region. Approximately, forty-seven hospitals received the OASPR Grant funds.

<b>Name</b>	<b>Federal Fiscal Year</b>	<b>Amount</b>
UASI	FY 2008	\$20,321,500
SHSP	FY 2008	\$5,482,448
CRI/PHP	FY 2009	\$1,757,464
OASPR	FY 2009	\$848,516
<b>Total</b>		<b>\$28,409,928.00</b>



**NCTCOG DEPARTMENTAL STAFFING SUMMARY  
DEPARTMENT: EMERGENCY PREPAREDNESS**

Position Title	Grade	Full Time		
		2007	2008	2009
Director	20	1	1	1
Emergency Preparedness Manager	18	1	1	1
Emergency Preparedness Supervisor	16	1	1	1
Senior Emergency Preparedness Specialist	14	2	2	2
Information Analyst	13	1	1	1
Emergency Preparedness Spec	12	4	7	5
Administrative Assistant II	07	1	1	1
<b>Totals</b>		<b>11</b>	<b>14</b>	<b>12</b>

Position Title	Grade	Part Time		
		2007	2008	2009
Intern	02	5	3	3
<b>Totals</b>		<b>5</b>	<b>3</b>	<b>3</b>

**NCTCOG DEPARTMENTAL BUDGET SUMMARY  
DEPARTMENT: EMERGENCY PREPAREDNESS**

Type of Expenditure	Fiscal Year 2007	Fiscal Year 2008	Fiscal Year 2009		
	Actual Expenditures	Budget	Proposed Budget	Change	Percentage of Operations
<b>COST OF OPERATIONS</b>					
Salaries	558,478	632,368	747,608	115,240	39.26%
Fringe Benefits	210,106	266,859	311,753	44,894	16.37%
Indirect	138,085	159,163	187,507	28,344	9.85%
Occupancy	43,921	56,545	56,545	0	2.97%
Travel	43,651	37,050	54,254	17,204	2.85%
Capital Outlay	8,265	21,000	12,000	( 9,000)	0.63%
Contract Services	5,368,278	20,000	135,415	115,415	7.11%
Other	149,273	161,380	399,371	237,991	20.97%
<b>Total Cost of Operations</b>	<b>6,520,057</b>	<b>1,354,365</b>	<b>1,904,454</b>	<b>550,089</b>	<b>100.00%</b>
<b>Total Pass-Through</b>	<b>380,785</b>	<b>3,768,346</b>	<b>1,364,060</b>	<b>( 2,404,286)</b>	
<b>Total In-Kind</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Total Expenditures</b>	<b>6,900,842</b>	<b>5,122,711</b>	<b>3,268,514</b>	<b>( 1,854,197)</b>	

**NCTCOG DEPARTMENTAL FUNDING SUMMARY  
DEPARTMENT: EMERGENCY PREPAREDNESS**

Funding Source	Indirect Charges & Billed Services	Inter-Departmental Transfers	General Fund	Local Governments (In-Kind)	Local Contracts	TOTAL LOCAL FUNDS	State Administered Grants	Federal Grants	TOTAL REVENUES
Governor's Division of Emergency Management	-	-	-	-	-	-	2,373,622	-	2,373,622
Department of State Health Services	-	-	-	-	-	-	581,200	-	581,200
Local Contributions-Regional	-	-	-	-	405,000	405,000	-	-	405,000
Administration Support	-	(45,308)	-	-	-	(45,308)	-	-	(45,308)
Research Information Services	-	(46,000)	-	-	-	(46,000)	-	-	(46,000)
	-	(91,308)	-	-	405,000	313,692	2,954,822	-	3,268,514

Program Description	Fiscal Year 2007 Actual			Fiscal Year 2008 Budget			Fiscal Year 2009 Proposed Budget		
	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES
State Homeland Security Grant Program (SHSGP)	312,039	-	312,039	561,876	-	561,876	980,639	319,860	1,300,499
Urban Area Security Initiative (UASI)	347,730	0	347,730	184,023	78,366	262,389	304,677	686,200	990,877
Cities Readiness Initiative (CRI)	177,528	380,785	558,313	185,890	358,000	543,890	202,669	342,000	544,669
Emergency Preparedness Operations (Local)	57,953	-	57,953	236,050	-	236,050	405,000	-	405,000
Public Health Preparedness (PHP)	-	-	-	6,000	6,000	12,000	11,469	16,000	27,469
Environment & Development Department Support	36,447	-	36,447	-	-	-	-	-	-
Regional Mitigation Strategies (RMS)	-	-	-	40810	-	40,810	-	-	-
Social Services Block Grant (SSBG)	5,588,360	-	5,588,360	139,716	3,325,980	3,465,696	-	-	-
<b>Total Expenditures:</b>	<b>6,520,057</b>	<b>380,785</b>	<b>6,900,842</b>	<b>1,354,365</b>	<b>3,768,346</b>	<b>5,122,711</b>	<b>1,904,454</b>	<b>1,364,060</b>	<b>3,268,514</b>