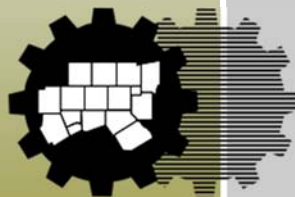




# Annual Fiscal Program

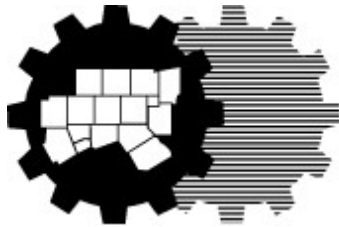
**Fiscal  
Year  
2017-2018**



**North Central Texas Council of Governments**



**2017 – 2018**



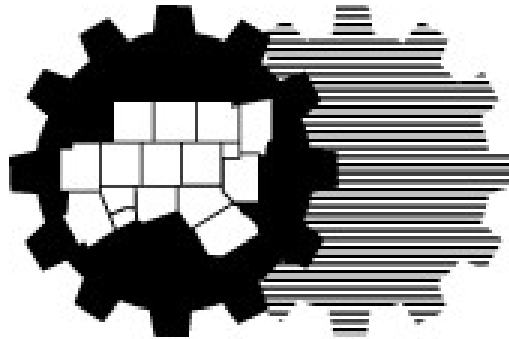
# **Annual Fiscal Program**

**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**

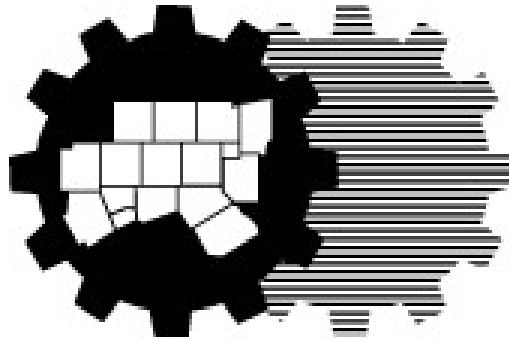
## TABLE OF CONTENTS

### THE FISCAL YEAR 2017-2018 FISCAL PROGRAM

Mission Statement .....	1
Map of Region .....	2
Member Governments.....	3
Executive Board and Administrative Staff .....	5
Organizational Chart.....	6
Budget Message .....	7
Summary of Fund Availability and Program Expenditures .....	11
Fund Availability by Source .....	12
Expenditures by Objective .....	13
Actual and Estimated Revenues History .....	14
Revenues by Source History .....	15
Membership Dues.....	16
Staffing Summary .....	17
Budget Summary .....	18
Funding Summary .....	19

### THE FISCAL YEAR 2017-2018 WORK PROGRAM

Agency Management .....	21
Agency Administration .....	25
Public Affairs .....	29
Research and Information Services .....	33
Community Services .....	41
Area Agency on Aging .....	53
Regional 9-1-1 .....	57
Environmental & Development .....	61
Transportation .....	65
Workforce Development .....	77
Emergency Preparedness .....	83
Public Employee Benefits Cooperative .....	87



**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**

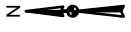
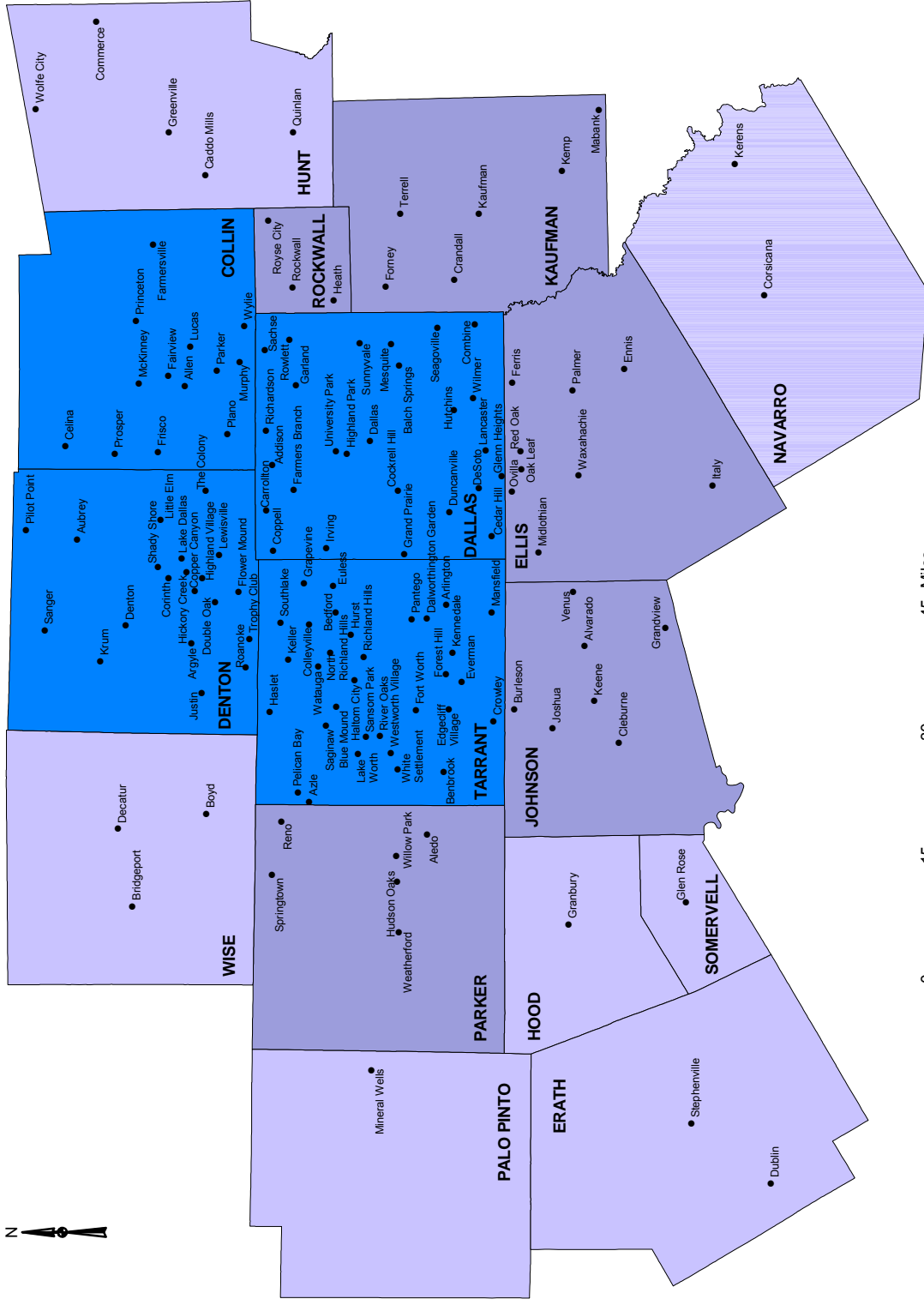
**We value** our employees and respect both individual excellence and dedicated teamwork. We support the principles of professional development, fair and consistent personnel practices, and competitive compensation.

**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 (236)**

**Counties (16)**

**Collin  
Dallas  
Denton  
Ellis  
Erath  
Hood**

**Hunt  
Johnson  
Kaufman  
Navarro  
Palo Pinto  
Parker**

**Rockwall  
Somervell  
Tarrant  
Wise**

**Cities (168)**

**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  
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  
Krugerville  
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  
New Fairview  
New Hope  
Newark  
Northlake  
North Richland Hills  
Oak Point  
Ovilla  
Pantego  
Paradise  
Parker  
Pecan Hill  
Pilot Point  
Plano**

**NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS  
MEMBER GOVERNMENTS (236)**

**Cities (168) - continued**

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

Royse 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  
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  
Midlothian ISD  
Plano ISD  
Richardson ISD  
Rockwall ISD  
Terrell ISD  
Weatherford ISD

**Special Districts (29)**

Acton Municipal Utility District  
Benbrook Water and Sewer  
Authority  
Central Appraisal District of  
Johnson County  
Collin County Central  
Appraisal District  
Dallas Area Rapid Transit  
Dallas County Community  
College District  
Dallas County Flood Control  
District #1  
Dallas County Park Cities  
Municipal Utility District  
Dallas County Schools  
Dallas County Utility &  
Reclamation District  
Dalworth Soil & Water  
Conservation District

Denton County Fresh Water  
Supply District #1A  
Denton County Fresh Water  
Supply District #6/7  
Denton County Fresh Water  
Supply District #10  
Denton County Transportation  
Authority  
Fort Worth Transportation  
Authority  
Hunt Memorial Hospital  
District  
Johnson County Special Utility  
District  
Lake Cities Municipal Utility  
Authority  
Metropolitan Area  
EMS Authority

Northeast Texas Rural Rail  
Transportation District  
North Texas Municipal Water  
District  
North Texas Tollway Authority  
Tarrant County Regional Water  
District  
Trinity River Authority  
Trinity River Vision Authority  
Trophy Club Municipal Utility  
District #1  
Weatherford College  
Wise County Water Control &  
Improvements District

# NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS

## 2017- 2018 EXECUTIVE BOARD

President  
**Tom Lombard**  
Councilmember  
City of North Richland Hills

Vice President  
**Kevin Strength**  
Mayor  
City of Waxahachie

Secretary-Treasurer  
**J.D. Clark**  
County Judge  
Wise County

Past President  
**Lissa Smith**  
Previous Mayor Pro-Tem  
City of Plano

Director  
**Clay Jenkins**  
County Judge  
Dallas County

Director  
**B. Glen Whitley**  
County Judge  
Tarrant County

Director  
**Keith Self**  
County Judge  
Collin County

Director  
**Bobbie Mitchell**  
Commissioner  
Denton County

Director  
**Bruce Wood**  
County Judge  
Kaufman County

Director  
**Douglas Athas**  
Mayor  
City of Garland

Director  
**Lee Kleinman**  
Councilmember  
City of Dallas

Director  
**Kelly Allen Gray**  
Councilmember  
City of Fort Worth

Director  
**Curtistene McCowan**  
Mayor  
City of DeSoto

Director  
**Kathryn Wilemon**  
Councilmember  
City of Arlington

Director  
**Ray Smith**  
Mayor  
Town of Prosper

Director  
**Nick Sanders**  
Mayor  
Town of Trophy Club

Director  
**Paul Voelker**  
Mayor  
City of Richardson

Ex Officio Nonvoting Member  
**Ron Simmons**  
State Representative

Executive Director  
**R. Michael Eastland**

General Counsel  
**William P. Remington**

## ADMINISTRATIVE STAFF

Deputy Executive Director  
**Monte Mercer**

Director, Transportation  
**Michael R. Morris**

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

Director, Environment and Development  
**Edith Marvin**

Director, Emergency Preparedness  
**Molly McFadden**

Director, Area Agency on Aging  
**Doni Greene**

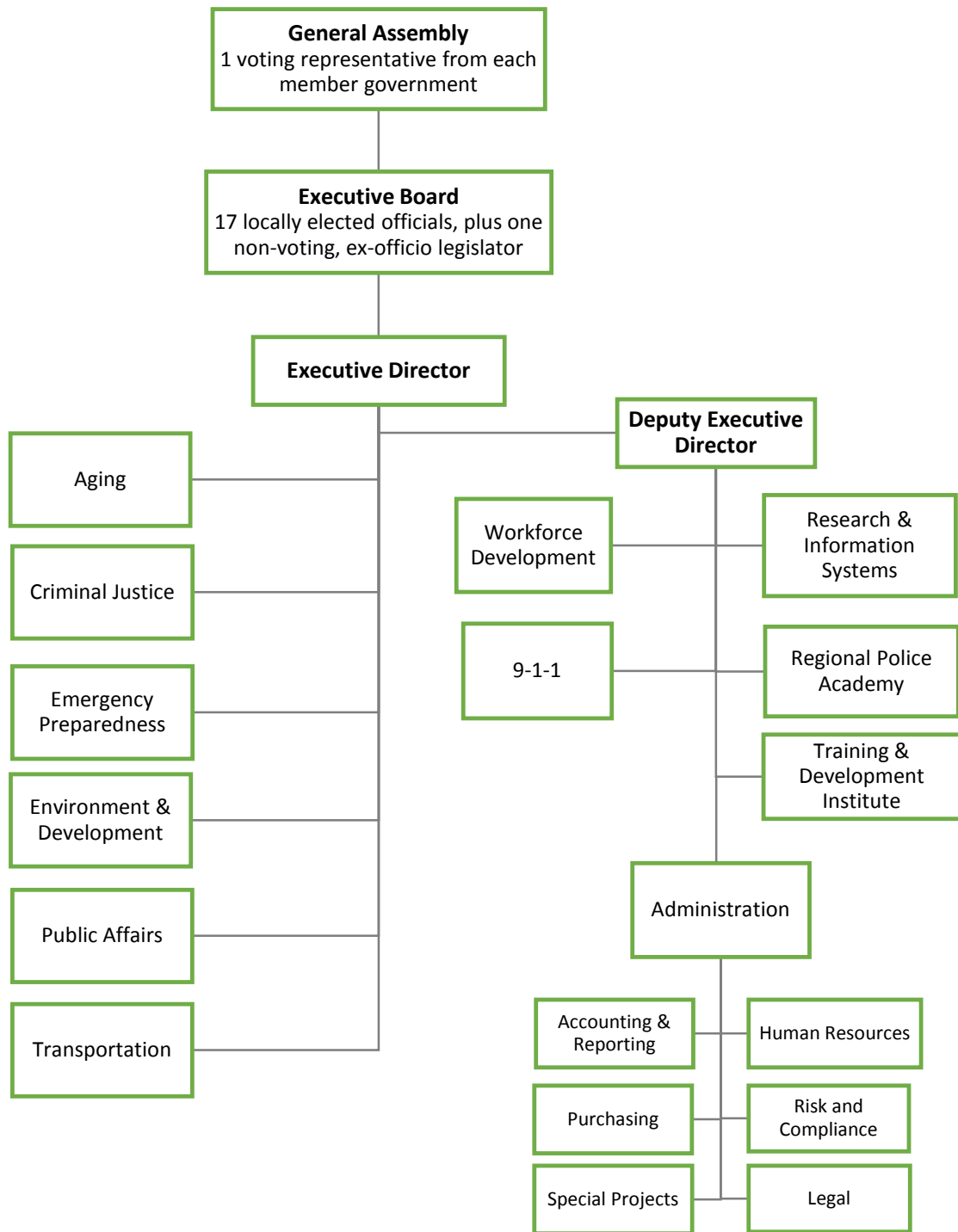
Director, Regional 9-1-1  
**Christy Williams**

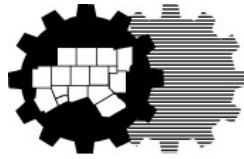
Director, Workforce Development  
**David Setzer**

Executive Director, Public Employee Benefits  
Cooperative  
**Dolores Lewis**

# Organizational Chart

## North Central Texas Council of Governments





North Central Texas Council of Governments

September 28, 2017

The Honorable President and Executive Board Members  
 North Central Texas Council of Governments

Dear Policy Leaders:

We are pleased to present the 2018 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. The budget documents the planned use of available funds during the fiscal year which is comprised mainly of grants and local contracts for services that may encompass multiple fiscal years. We believe the budget also makes the most efficient use possible of the available resources entrusted to this agency.

Total budgeted expenses for FY2018 are \$222.2 million of which \$82.9 million is classified as pass-through and \$20.2 million as in-kind funds. This leaves \$108.4 million after interdepartmental charges for agency operations, which have the purpose of providing direct services and project coordination for our membership. By comparison, the FY2017 budget had projected total expenses of \$212.9 million with pass-through funding of \$88.9 million and in-kind of \$18.5 million. The resulting FY2017 local operating budget after interdepartmental charges was \$94.9 million which is an increase of \$13.5 million. Program expenditure details are contained within the Work Program section of this document.

The following table provides a comparison of expenditures by department for FY2018 and FY2017:

<b>PROGRAM EXPENDITURES</b>	Fiscal Year 2017-2018	Fiscal Year 2016-2017	Amount Change
Transportation	\$ 93,801,000	\$ 86,506,000	\$ 7,295,000
Workforce Development	70,104,000	68,281,000	1,823,000
Area Agency on Aging	15,454,000	15,052,000	402,000
9-1-1 Planning	10,867,000	10,848,000	19,000
Agency Administration	9,805,000	9,355,000	450,000
Research & Information Services	8,673,000	9,532,000	(859,000)
Environment & Development	4,075,000	3,653,000	422,000
Emergency Preparedness	4,770,000	5,559,000	(789,000)
Community Services	1,962,000	1,618,000	344,000
Public Employee Benefits Cooperative	1,333,000	1,254,000	79,000
Agency Management & Public Affairs	1,310,000	1,201,000	109,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 222,154,000</b>	<b>\$ 212,859,000</b>	<b>\$ 9,295,000</b>
Less: Interdepartmental Transfers for Direct Charges and Indirect Overhead	(10,661,000)	(10,473,000)	\$ (188,000)
<b>TOTAL EXPENDITURES</b>	<b>\$ 211,493,000</b>	<b>\$ 202,386,000</b>	<b>\$ 9,107,000</b>
Less: Local Governments In-Kind Support & Program Income	(20,221,000)	(18,524,000)	\$ (1,697,000)
<b>NET EXPENDITURES</b>	<b>\$ 191,272,000</b>	<b>\$ 183,862,000</b>	<b>\$ 7,410,000</b>
Less: Pass-Through Funds	(82,893,000)	(88,938,000)	\$ 6,045,000
<b>NET OPERATING EXPENDITURES</b>	<b>\$ 108,379,000</b>	<b>\$ 94,924,000</b>	<b>\$ 13,455,000</b>

## Revenues for Programs and Services

Sources of revenue for the North Central Texas Council of Governments budgeted for FY 2018 are: (1) **Local revenues** of \$32,687,000 which account for 15.5% of total revenues; (2) direct **State and State administered grants** of \$160,756,000 which account for 76.0% of total revenues; and (3) direct **Federal grants** of \$18,050,000 which account for 8.5% of total revenues.

### 1) **Local Revenues: \$32,687,000**

- **Local contracts: \$10,300,000**

The Transportation department's budget includes a substantial amount of local funds for projects and grant matching requirements of approximately \$4.1 million. The remaining amount 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.

- **Local Government Annual Dues: \$710,000**

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 236 member governments consisting of 16 counties, 168 cities, 23 school districts and 29 special districts. The per capita rates remain unchanged from FY2017.

- **Emergency Preparedness Dues: \$680,000**

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 Police Academy & Training Institute tuitions: \$706,000**

- **Regional Information Center sales & Interest income: \$70,000**

- **Local government In-kind: \$20,221,000**

### 2) **State Administered Grants: \$160,756,000**

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, air quality funds, criminal justice planning funds, solid waste planning funds and 9-1-1 planning funds are received directly from the State.

### 3) **Direct Federal Grants: \$18,050,000**

Funding from these grants includes \$16.9 million to the Transportation department for its continued development of transportation planning and air quality initiatives and \$1.1 million to the Environment and Development department for floodplain management projects.

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 expenditures in 2017-2018, net of interdepartmental transfers, amount to \$211,493,000. Of this amount, \$82,893,000 is considered pass through funds. These funds include support for selected programs such as Stormwater Management; Area Agency on Aging services; Workforce Development services; 9-1-1 services; and various transportation projects within the region.

## Expenditures 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 2016-2017 Work Program." The following information summarizes expenditures for programs and services.

- **Transportation: \$93,801,000**  
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, travel forecasting, air quality analysis, transit and traffic operations planning, airport planning, and technical assistance to local governments.
- **Workforce Development: \$70,104,000**  
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. Of the \$70.1 million in funding, \$62.6 million will be passed through to provide services for the region's citizens.
- **Area Agency on Aging: \$15,454,000**  
The Council of Governments and its Area Agency on Aging (AAA) will receive an estimated state allocation of \$6.9 million of which, approximately \$4 million will be passed through to community-based organizations within the region for services to persons age 60 and over and their family caregivers who live in Collin, Denton, Ellis, Erath, Hood, Hunt, Johnson, Kaufman, Navarro, Palo Pinto, Parker, Rockwall, Somervell and Wise counties. This budget also includes in-kind expenditures for grant matching requirements of approximately \$7.3 million.
- **Regional 9-1-1: \$10,867,000**  
NCTCOG provides planning, implementation, management, as well as on-going administration of the regional network of 9-1-1 systems. NCTCOG serves thirteen counties in the North Central Texas Region and five cities in Dallas County (Balch Springs, Sachse, Wilmer, Seagoville, and Cockrell Hill).
- **Agency Administration: \$9,805,000**  
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.
- **Research and Information Services: \$8,673,000**  
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.
- **Emergency Preparedness: \$4,770,000**  
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. Then Emergency Preparedness program facilitates information sharing, collaboration, and cooperation between jurisdictions in a politically neutral and supportive environment. The resulting planning, projects and programs help build both local and regional capabilities, and enhance the protection of our North Central Texas populations and critical infrastructure.
- **Environment and Development: \$4,075,000**  
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.
- **Public Employee Benefits Cooperative: \$1,333,000**  
The Public Employee Benefits Cooperative (PEBC) was created in 1998 providing many services including joint purchase of employee benefits and cost-effective, centralized administration. PEBC member groups include Dallas County, Tarrant County, the North Texas Tollway Authority, Denton County and Parker County.

- **Community Services: \$1,962,000**
  - **Regional Police Academy: \$1,047,000**  
This program offers basic peace officer instruction as well as advanced courses for law enforcement personnel. It is funded in part by tuitions and complemented by a Criminal Justice Division grant of approximately \$777,000.
  - **Training and Development Institute: \$730,000**  
The Training and Development Institute provides a variety of employee development training programs for government agencies located in the North Central Texas Region.
  - **Criminal Justice Planning: \$185,000**  
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.
- **Agency Management: \$1,086,000**  
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 several local government professional roundtables.
- **Public Affairs: \$224,000**  
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).

#### SUMMARY

This budget is consistent with those of past years in terms of structure. In fiscal year 2018, 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





# **The Fiscal Program**



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

	<u>Actual FY2015-16</u>	<u>Revised FY2016-17</u>	<u>Budget FY2017-18</u>	<u>Amount Change</u>
<b><u>FUND AVAILABILITY</u></b>				
<b>Local</b>				
Local Contracts	\$ 7,658,995	\$ 10,347,186	\$ 10,300,216	\$ (46,970)
NCTCOG Membership Dues	685,727	697,482	709,644	12,162
NCTCOG Emergency Preparedness Membership	703,979	650,000	680,000	30,000
Training & Development Institute	254,956	240,138	411,360	171,222
Regional Police Academy	218,669	403,300	294,856	(108,444)
Regional Information Center	14,706	10,000	10,000	-
Interest Income - Unrestricted	32,850	10,000	60,000	50,000
Interest Income - Restricted	77,590	-	-	-
Local Governments In-Kind Support & Program Income	16,341,627	18,523,867	20,220,756	1,696,889
	<u>25,989,099</u>	<u>30,881,973</u>	<u>32,686,832</u>	<u>1,804,859</u>
<b>State</b>	112,250,105	154,142,989	160,755,832	6,612,843
<b>Federal</b>	<u>9,130,589</u>	<u>17,360,320</u>	<u>18,050,156</u>	<u>689,836</u>
<b>TOTAL AVAILABLE FUNDS</b>	<b>147,369,793</b>	<b>202,385,282</b>	<b>211,492,820</b>	<b>9,107,538</b>
Less: Local Governments In-Kind Support & Program Income	<u>(16,341,627)</u>	<u>(18,523,867)</u>	<u>(20,220,756)</u>	<u>(1,696,889)</u>
<b>NET AVAILABLE FUNDS</b>	<b>131,028,166</b>	<b>183,861,415</b>	<b>191,272,064</b>	<b>7,410,649</b>
Less: Pass-Through Funds	(49,446,830)	(88,937,973)	(82,893,382)	6,044,591
Transfer from (to) Fund Balance				-
General	(363,647)	-	-	-
Special Revenue	174,524	-	-	-
Proprietary	<u>(214,298)</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>NET OPERATING FUNDS</b>	<b>\$ 81,177,915</b>	<b>\$ 94,923,442</b>	<b>\$ 108,378,682</b>	<b>\$ 13,455,240</b>
<b><u>DEPARTMENTAL EXPENDITURES</u></b>				
Agency Management	\$ 653,953	\$ 974,127	\$ 1,085,687	\$ 111,560
Agency Administration	8,734,274	9,354,960	9,804,545	449,585
Public Affairs	164,825	226,809	224,448	(2,361)
Research & Information Services	7,570,334	9,531,742	8,673,172	(858,570)
Community Services	1,470,189	1,617,927	1,961,408	343,481
Area Agency on Aging	15,913,402	15,051,499	15,454,439	402,940
Regional 9-1-1	11,600,157	10,848,230	10,867,312	19,082
Environment & Development	2,687,880	3,652,878	4,075,426	422,548
Transportation	42,514,779	86,506,330	93,800,615	7,294,285
Workforce Development	62,625,430	68,280,810	70,104,089	1,823,279
Emergency Preparedness	3,920,385	5,558,736	4,769,553	(789,183)
Public Employee Benefits Cooperative	<u>1,469,707</u>	<u>1,254,022</u>	<u>1,333,021</u>	<u>78,999</u>
<b>TOTAL DEPARTMENTAL EXPENDITURES</b>	<b>159,325,315</b>	<b>212,858,070</b>	<b>222,153,715</b>	<b>9,295,645</b>
Less: Interdepartmental Transfers for Direct Charges and Indirect Overhead	<u>(12,358,943)</u>	<u>(10,472,788)</u>	<u>(10,660,895)</u>	<u>(188,107)</u>
<b>TOTAL EXPENDITURES</b>	<b>146,966,372</b>	<b>202,385,282</b>	<b>211,492,820</b>	<b>9,107,538</b>
Less: Local Governments In-Kind Support & Program Income	<u>(16,341,627)</u>	<u>(18,523,867)</u>	<u>(20,220,756)</u>	<u>(1,696,889)</u>
<b>NET EXPENDITURES</b>	<b>130,624,745</b>	<b>183,861,415</b>	<b>191,272,064</b>	<b>7,410,649</b>
Less: Pass-Through Funds	<u>(49,446,830)</u>	<u>(88,937,973)</u>	<u>(82,893,382)</u>	<u>6,044,591</u>
<b>NET OPERATING EXPENDITURES</b>	<b>\$ 81,177,915</b>	<b>\$ 94,923,442</b>	<b>\$ 108,378,682</b>	<b>\$ 13,455,240</b>

**NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS  
FUND AVAILABILITY BY SOURCE  
FOR FY 2017-2018**

	<u>In-Kind</u>	<u>Cash</u>	<u>Total</u>
<b>LOCAL</b>			
Local Contracts	\$	\$ 10,300,216	
NCTCOG Membership Dues		709,644	
Emergency Preparedness Assessment		680,000	
Training & Development Institute		411,360	
Regional Police Academy		294,856	
Interest Income		60,000	
Regional Information Center		10,000	
In-Kind Contributions	<u>20,220,756</u>	<u>-</u>	
<b>TOTAL LOCAL</b>	<b>20,220,756</b>	<b>12,466,076</b>	<b>\$ 32,686,832</b>
<b>STATE</b>			
Texas Workforce Commission (TWC)		70,433,084	
Texas Department of Transportation (TxDOT)		44,281,917	
Texas Commission on Environmental Quality (TCEQ)		23,329,092	
Commission on State Emergency Communications (CSEC)		11,067,312	
Texas Department of Aging and Disability Services (DADS)		6,860,728	
Governor's Office		3,347,783	
Texas Department of Public Safety (DPS)		1,242,000	
State Energy Conservation Office (SECO)		175,000	
Texas Department of Agriculture (TDA)		<u>18,916</u>	
<b>TOTAL STATE</b>			<b>160,755,832</b>
<b>FEDERAL</b>			
Federal Transit Authority (FTA)		15,457,746	
Federal Emergency Management Agency (FEMA)		1,130,500	
Environmental Protection Agency (EPA)		887,238	
United States Department of Energy (US DOE)		355,168	
Federal Highway Administration (FHA)		149,504	
United States Department of Commerce (US DOC)		<u>70,000</u>	
<b>TOTAL FEDERAL</b>			<u><b>18,050,156</b></u>
<b>TOTAL AVAILABLE FUNDS</b>			<b>\$ <u><u>211,492,820</u></u></b>

**NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS  
EXPENDITURES BY OBJECTIVE  
FOR FY 2017-2018**

	Operations & Services	In-Kind	Pass- through	Total Budget
Agency Management	\$ 1,015,687	\$ 70,000	\$ -	\$ 1,085,687
Agency Administration	\$ 9,804,545	\$ -	\$ -	\$ 9,804,545
Public Affairs	\$ 224,448	\$ -	\$ -	\$ 224,448
Research & Information Services	\$ 8,673,172	\$ -	\$ -	\$ 8,673,172
Community Services	\$ 1,961,408	\$ -	\$ -	\$ 1,961,408
Area Agency on Aging	\$ 4,083,172	\$ 7,344,462	\$ 4,026,805	\$ 15,454,439
Regional 9-1-1	\$ 8,990,841	\$ -	\$ 1,876,471	\$ 10,867,312
Environment & Development	\$ 1,789,154	\$ -	\$ 2,286,272	\$ 4,075,426
Transportation	\$ 69,602,604	\$ 9,062,382	\$ 15,135,629	\$ 93,800,615
Workforce Development	\$ 7,466,704	\$ 3,069,180	\$ 59,568,205	\$ 70,104,089
Emergency Preparedness	\$ 4,094,821	\$ 674,732	\$ -	\$ 4,769,553
Public Employee Benefits Cooperative	\$ 1,333,021	\$ -	\$ -	\$ 1,333,021
and Indirect Overhead	(10,660,895)	-	-	(10,660,895)
TOTALS	<u>\$ 108,378,682</u>	<u>\$ 20,220,756</u>	<u>\$ 82,893,382</u>	<u>\$ 211,492,820</u>

\$82,893,382 of NCTCOG's budget is passed through for the benefit of local governments and community-based organizations

**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.

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

Fiscal Year	Total Revenues	Pass- Through Funds	In-Kind Funds	Net Operational Funds <sup>(1)</sup>	Authorized Full-time Positions
2009	143,995,905	74,583,530	11,950,627	73,176,799	331
2010	161,946,012	70,990,604	15,397,309	86,317,967	325
2011	164,227,121	78,364,222	21,546,605	77,970,924	345
2012	137,551,086	67,696,007	20,131,976	57,397,951	326
2013	154,887,891	71,158,874	13,512,954	70,055,784	322
2014	149,349,842	47,685,643	16,694,632	84,413,141	326
2015	157,585,052	48,549,332	22,761,322	85,699,872	327
2016	147,369,793	49,446,830	16,341,627	81,177,915	353
2017 <sup>(2)</sup>	202,385,282	88,937,973	18,523,867	94,923,442	365
2018 <sup>(3)</sup>	211,492,820	82,893,382	20,220,756	108,378,682	382

<sup>(1)</sup> Includes fund balance transfers

<sup>(2)</sup> Estimated

<sup>(3)</sup> Budgeted

**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
2009	645,519	612,209	11,406,554	526,892	115,462,277	3,391,827	11,950,627	143,995,905
2010	654,835	440,548	9,252,932	445,852	122,911,572	12,842,964	15,397,309	161,946,012
2011	663,091	268,570	9,631,317	463,832	118,674,595	12,979,111	21,546,605	164,227,121
2012	651,539	65,277	7,940,179	-	97,922,702	10,839,413	20,131,976	137,551,086
2013	657,054	79,929	14,798,216	-	105,208,041	20,631,697	13,512,954	154,887,891
2014	664,694	41,422	9,788,498	-	99,668,833	22,491,763	16,694,632	149,349,842
2015	678,492	42,851	17,421,271	-	101,043,100	15,638,016	22,761,322	157,585,052
2016	685,727	125,146	8,836,599	-	112,250,105	9,130,589	16,341,627	147,369,793
2017 <sup>(1)</sup>	697,482	20,000	11,640,624	-	154,142,989	17,360,320	18,523,867	202,385,282
2018 <sup>(2)</sup>	709,644	70,000	11,686,432	-	160,755,832	18,050,156	20,220,756	211,492,820

<sup>(1)</sup> Estimated

<sup>(2)</sup> Budgeted

**NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS  
MEMBER CITY AND COUNTY DUES STRUCTURE SUMMARY  
Fiscal Year 2018**

COUNTIES	COUNTY DUES		CITY DUES		TOTAL DUES	
	Amount	Percent	Amount	Percent	Amount	Percent
Collin	\$ 9,325	1.31%	85,861	12.10%	\$ 95,186	13.41%
Dallas	\$ 25,023	3.53%	261,959	36.91%	286,982	40.44%
Denton	\$ 8,146	1.15%	60,971	8.59%	69,117	9.74%
Ellis	\$ 1,734	0.24%	7,910	1.12%	9,644	1.36%
Erath	\$ 439	0.06%	1,956	0.28%	2,395	0.34%
Hood	\$ 648	0.09%	745	0.10%	1,393	0.19%
Hunt	\$ 944	0.13%	3,303	0.47%	4,247	0.60%
Johnson	\$ 1,650	0.23%	7,636	1.08%	9,286	1.31%
Kaufman	\$ 1,161	0.16%	4,346	0.61%	5,507	0.77%
Navarro	\$ 492	0.07%	2,223	0.31%	2,715	0.38%
Palo Pinto	\$ 287	0.04%	1,539	0.22%	1,826	0.26%
Parker	\$ 1,302	0.18%	3,513	0.50%	4,815	0.68%
Rockwall	\$ 931	0.13%	5,118	0.72%	6,049	0.85%
Somervell	\$ 200	0.03%	200	0.03%	400	0.06%
Tarrant	\$ 19,664	2.77%	182,680	25.74%	202,344	28.51%
Wise	\$ 625	0.09%	1,813	0.26%	2,438	0.35%
Subtotal	\$ 72,571	10.21%	\$ 631,773	89.04%	\$ 704,344	99.25%
School Districts and Special Districts					5,300	0.75%
<b>TOTAL DUES</b>					<b>\$ 709,644</b>	<b>100.00%</b>

Annual dues for cities with populations less than 2,000, school districts, and special districts are \$100 per year. Dues for cities with populations between 2,000 and 5,000 are \$200 per year. Dues for cities with populations 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		
	2016	2017	2018
Agency Management	3	3	3
Agency Administration	39	40	41
Public Affairs	2	2	2
Research & Information Services	29	35	35
Community Services	7	8	8
Area Agency on Aging	22	21	24
Regional 9-1-1	24	26	32
Environment & Development	13	13	14
Transportation	158	161	166
Workforce Development	40	40	40
Emergency Preparedness	11	11	12
Public Employee Benefits Cooperative	5	5	5
<b>Totals</b>	<b>353</b>	<b>365</b>	<b>382</b>

Department	Temporary / Part Time		
	2016	2017	2018
Agency Administration	3	5	6
Research & Information Services	7	7	1
Community Services	3	1	1
Area Agency on Aging	5	4	5
Regional 9-1-1	4	1	3
Environment & Development	3	3	3
Transportation	17	15	19
Workforce Development	2	1	2
Emergency Preparedness	2	1	3
<b>Totals</b>	<b>46</b>	<b>38</b>	<b>43</b>

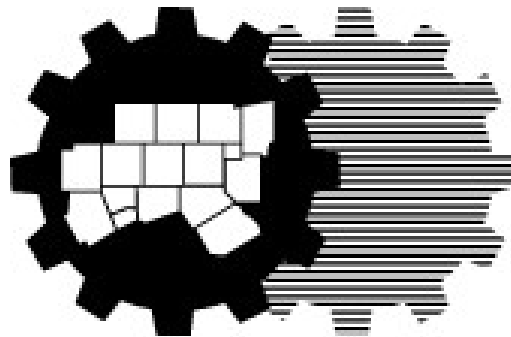
**NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS  
BUDGET SUMMARY**

Type of Expenditure	Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018		
	Actual Expenditures	Budget	Budget	Change	Percentage of Operations
<b>COST OF OPERATIONS</b>					
Salaries	20,038,653	23,871,936	26,367,819	2,495,883	22.15%
Fringe Benefits	8,481,865	10,440,017	12,037,083	1,597,066	10.11%
Indirect	4,456,006	5,562,668	6,229,563	666,895	5.23%
Occupancy	4,791,464	5,337,808	5,477,706	139,898	4.60%
Travel	557,825	725,179	785,890	60,711	0.66%
Capital Outlay	4,212,489	1,595,250	1,497,350	( 97,900)	1.26%
Contract Services	20,832,334	21,688,782	30,971,582	9,282,800	26.02%
Other	30,413,193	36,174,590	35,672,584	( 502,006)	29.97%
<b>Total Cost of Operations</b>	<b>93,783,829</b>	<b>105,396,230</b>	<b>119,039,577</b>	<b>13,643,347</b>	<b>100.00%</b>
<b>Total Pass-Through</b>	<b>49,446,829</b>	<b>88,937,973</b>	<b>82,893,382</b>	<b>( 6,044,591)</b>	
<b>Total In-Kind</b>	<b>16,094,657</b>	<b>18,523,867</b>	<b>20,220,756</b>	<b>1,696,889</b>	
<b>Total Expenditures</b>	<b>159,325,315</b>	<b>212,858,070</b>	<b>222,153,715</b>	<b>9,295,645</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	590,443	(436,900)	769,644	70,000	22,500	1,015,687	-	70,000	1,085,687
Agency Administration	7,301,042	2,503,503	-	-	-	9,804,545	-	-	9,804,545
Public Affairs	214,448	-	-	-	10,000	224,448	-	-	224,448
Research & Information Services	2,554,962	4,563,878	-	-	1,554,332	8,673,172	-	-	8,673,172
Area Agency on Aging	-	(175,000)	-	7,344,462	1,424,249	8,593,711	6,860,728	-	15,454,439
Regional 9-1-1	-	(205,000)	-	-	5,000	(200,000)	1,067,312	-	10,867,312
Community Services	-	(45,820)	-	-	1,009,366	963,546	997,862	-	1,961,408
Environment and Development	-	116,500	-	-	1,315,760	1,432,260	1,512,666	1,130,500	4,075,426
Transportation	-	(2,466,761)	-	9,062,382	4,063,079	10,658,700	66,292,259	16,849,656	93,800,615
Workforce Development	-	(3,398,175)	-	3,069,180	-	(328,995)	70,433,084	-	70,104,089
Emergency Preparedness	-	(177,100)	-	674,732	680,000	1,177,632	3,591,921	-	4,769,553
Public Employee Benefits Cooperative	-	(279,125)	-	-	1,612,146	1,333,021	-	-	1,333,021
<b>Total Available Revenue:</b>	<b>10,660,895</b>	<b>-</b>	<b>769,644</b>	<b>20,220,756</b>	<b>11,696,432</b>	<b>43,347,727</b>	<b>160,755,832</b>	<b>18,050,156</b>	<b>222,153,715</b>

Program Description	Fiscal Year 2016 Actual			Fiscal Year 2017 Budget			Fiscal Year 2018 Budget		
	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES
Agency Management	626,169	27,784	653,953	914,127	60,000	974,127	1,015,687.00	70,000	1,085,687
Agency Administration	8,734,274	-	8,734,274	9,354,960	-	9,354,960	9,804,545.00	-	9,804,545
Public Affairs	164,825	-	164,825	226,809	-	226,809	224,448.00	-	224,448
Research & Information Services	7,570,334	-	7,570,334	9,531,742	-	9,531,742	8,673,172.00	-	8,673,172
Community Services	1,470,189	-	1,470,189	1,617,927	-	1,617,927	1,961,408.00	-	1,961,408
Area Agency on Aging	3,999,422	11,913,980	15,913,402	3,794,678	11,256,821	15,051,499	4,083,172.00	11,371,267	15,454,439
Regional 9-1-1	11,353,413	246,744	11,600,157	8,091,969	2,756,261	10,848,230	8,990,841.00	1,876,471	10,867,312
Environment and Development	2,507,703	180,177	2,687,880	2,536,440	1,116,438	3,652,878	1,789,154.00	2,286,272	4,075,426
Transportation	39,118,484	3,396,295	42,514,779	56,098,792	30,407,538	86,506,330	69,602,604.00	24,198,011	93,800,615
Workforce Development	13,742,404	48,883,026	62,625,430	7,641,724	60,639,086	68,280,810	7,466,704.00	62,637,385	70,104,089
Emergency Preparedness	3,026,905	893,480	3,920,385	4,333,040	1,225,696	5,558,736	4,094,821.00	674,732	4,769,553
Public Employee Benefits Cooperative	1,469,707	-	1,469,707	1,254,022	-	1,254,022	1,333,021.00	-	1,333,021
<b>Total Expenditures:</b>	<b>93,783,829</b>	<b>65,541,486</b>	<b>159,325,315</b>	<b>105,396,230</b>	<b>107,461,840</b>	<b>212,858,070</b>	<b>119,039,577</b>	<b>103,114,138</b>	<b>222,153,715</b>



**North Central Texas  
Council of Governments**



# **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 2017 - 2018 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.
- 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.
- Conduct and publish an information survey for the membership relative to 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.

### **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 Development Excellence Program.

### **Economic Development**

- Facilitate and manage the work of the Economic Development District
- Administer the EDA Planning Grant to maintain the Comprehensive Economic Development Strategy for the North Central Texas Region.
- Provide leadership and facilitate the formulation and implementation of a regional economic development program.
- Hold district meetings to discuss common and uncommon issues impacting economic development needs in the region.
- Disseminate EDA grant opportunity information and host regional workshops as are necessary to seek economic development funding for the region.
- Facilitate the implementation of the regional CEDS goals
- Prepare and submit Economic Development District reports, performance and progress reports to EDA.



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

Position Title	Grade	Full-Time		
		2016	2017	2018
Executive Director	B-35	1	1	1
Assistant to Executive Director	B-26	1	1	1
Administrative Assistant II	A-17	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 2016	Fiscal Year 2017	Fiscal Year 2018		
	Actual Expenditures	Budget	Budget	Change	Percentage of Operations
<b>COST OF OPERATIONS</b>					
Salaries	344,634	360,768	371,617	10,849	36.59%
Fringe Benefits	147,129	157,656	169,829	12,173	16.72%
Indirect	6,285	-	-	-	-
Occupancy	21,002	20,891	20,891	-	2.06%
Travel	6,116	7,400	7,500	100	0.74%
Capital Outlay	32,427	-	-	-	-
Contract Services	27	-	-	-	-
Other	68,549	367,412	445,850	78,438	43.90%
<b>Total Cost of Operations</b>	<b>626,169</b>	<b>914,127</b>	<b>1,015,687</b>	<b>101,560</b>	<b>100.00%</b>
<b>Total Pass-Through</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Total In-Kind</b>	<b>27,784</b>	<b>60,000</b>	<b>70,000</b>	<b>10,000</b>	
<b>Total Expenditures</b>	<b>653,953</b>	<b>974,127</b>	<b>1,085,687</b>	<b>111,560</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	590,443	-	769,644	-	-	1,360,087	-	-	1,360,087
United States Department of Commerce	-	-	-	-	-	-	-	70,000	70,000
Local Governments	-	-	-	70,000	22,500	92,500	-	-	92,500
Transportation Department	-	(71,900)	-	-	-	(71,900)	-	-	(71,900)
Environment & Development Department	-	(140,000)	-	-	-	(140,000)	-	-	(140,000)
Research & Information Services Department	-	(225,000)	-	-	-	(225,000)	-	-	(225,000)
<b>Total Available Revenue:</b>	<b>590,443</b>	<b>(436,900)</b>	<b>769,644</b>	<b>70,000</b>	<b>22,500</b>	<b>1,015,687</b>	<b>-</b>	<b>70,000</b>	<b>1,085,687</b>

Program Description	Fiscal Year 2016 Actual			Fiscal Year 2017 Budget			Fiscal Year 2018 Budget		
	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES
Agency Management - Indirect	496,299	-	496,299	554,145	-	554,145	590,443	-	590,443
Non-Project Expenditures, Local	7,256	-	7,256	212,482	-	212,482	267,744	-	267,744
Economic Development	47,526	27,784	75,310	60,000	60,000	120,000	70,000	70,000	140,000
Regional Local Assistance	49,232	-	49,232	65,000	-	65,000	65,000	-	65,000
General Assembly	25,285	-	25,285	20,000	-	20,000	20,000	-	20,000
Urban Management Assistants of North Texas	-	-	-	1,000	-	1,000	1,000	-	1,000
North Texas City Manager's Association	31	-	31	1,500	-	1,500	1,500	-	1,500
Emergency Preparedness Department Support	540	-	540	-	-	-	-	-	-
<b>Total Expenditures:</b>	<b>626,169</b>	<b>27,784</b>	<b>653,953</b>	<b>914,127</b>	<b>60,000</b>	<b>974,127</b>	<b>1,015,687</b>	<b>70,000</b>	<b>1,085,687</b>

## **AGENCY ADMINISTRATION PROGRAM SUMMARY**

### **MISSION AND GOALS STATEMENT**

Agency 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 2017-2018 include:

- Preparation of the Comprehensive Annual Financial Report.
- Continue to address legislative changes within grant sources.
- Continued automation of budget preparation.
- Evaluate and update personnel policies and procedures in accordance with current regulations.
- 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.
- Provide supervisory and employee training for the agency.
- Provide support for GFOAT regional roundtables.
- Work with local governments to establish shared services plans.
- Continue to seek solutions to lower the operating costs of building leases.
- Continue development of management information services (Business Intelligence Reporting) to assist program managers in management of their respective areas.
- Implementation of Performance Management System.
- Evaluate and implement electronic purchasing workflow capabilities.
- Transportation RTR reporting Phase II web reports.
- Evaluate document imaging technology and develop implementation plan.
- Evaluate and update procurement policies and procedures.
- Development of a cooperative purchasing program.
- Adjust fiscal processes to accommodate 911 District Initiative.



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

Type of Expenditure	Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018		
	Actual Expenditures	Budget	Budget	Change	Percentage of Operations
<b>COST OF OPERATIONS</b>					
Salaries	2,566,141	2,823,220	2,995,589	172,369	30.55%
Fringe Benefits	1,093,957	1,233,747	1,368,984	135,237	13.96%
Indirect	289,984	327,346	325,059	( 2,287)	3.32%
Occupancy <sup>(1)</sup>	2,660,646	2,928,616	3,004,777	76,161	30.65%
Travel	16,912	10,100	15,500	5,400	0.16%
Capital Outlay	-	-	-	-	-
Contract Services	762,853	630,800	658,748	27,948	6.72%
Other	1,343,781	1,401,131	1,435,888	34,757	14.65%
<b>Total Cost of Operations</b>	<b>8,734,274</b>	<b>9,354,960</b>	<b>9,804,545</b>	<b>449,585</b>	<b>100.00%</b>
<b>Total Pass-Through</b>	-	-	-	-	
<b>Total In-Kind</b>	-	-	-	-	
<b>Total Expenditures</b>	<b>8,734,274</b>	<b>9,354,960</b>	<b>9,804,545</b>	<b>449,585</b>	

<sup>(1)</sup> Includes internal service charges of approximately \$2.7 million

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	7,067,792	-	-	-	-	7,067,792	-	-	7,067,792
Transportation Department	-	1,154,981	-	-	-	1,154,981	-	-	1,154,981
Workforce Development Department	-	680,222	-	-	-	680,222	-	-	680,222
Print Shop	233,250	-	-	-	-	233,250	-	-	233,250
Area Agency on Aging Department	-	175,000	-	-	-	175,000	-	-	175,000
Regional 9-1-1	-	205,000	-	-	-	205,000	-	-	205,000
Emergency Preparedness Department	-	115,000	-	-	-	115,000	-	-	115,000
Community Services Department	-	82,300	-	-	-	82,300	-	-	82,300
Environment & Development Department	-	51,000	-	-	-	51,000	-	-	51,000
Research & Information Services Department	-	40,000	-	-	-	40,000	-	-	40,000
<b>Total Available Revenue:</b>	<b>7,301,042</b>	<b>2,503,503</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>9,804,545</b>	<b>-</b>	<b>-</b>	<b>9,804,545</b>

Program Description	Fiscal Year 2016 Actual			Fiscal Year 2017 Budget			Fiscal Year 2018 Budget		
	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES
Agency Administration	2,897,170	-	2,897,170	2,760,182	-	2,760,182	3,216,103	-	3,216,103
Facilities Management	2,583,800	-	2,583,800	2,563,000	-	2,563,000	2,656,245	-	2,656,245
Agency Operations	665,180	-	665,180	1,266,357	-	1,266,357	1,195,444	-	1,195,444
Transportation Department Support	975,783	-	975,783	1,281,500	-	1,281,500	1,154,981	-	1,154,981
Workforce Development Department Support	688,561	-	688,561	678,771	-	678,771	680,222	-	680,222
Print Shop	247,251	-	247,251	233,150	-	233,150	233,250	-	233,250
Area Agency on Aging Department Support	199,067	-	199,067	175,000	-	175,000	175,000	-	175,000
Regional 9-1-1 Department Support	55,844	-	55,844	150,000	-	150,000	205,000	-	205,000
Emergency Preparedness Department Support	44,377	-	44,377	97,000	-	97,000	115,000	-	115,000
Community Services Department Support	69,365	-	69,365	59,000	-	59,000	37,000	-	37,000
Environmental & Development Department Support	39,431	-	39,431	51,000	-	51,000	51,000	-	51,000
Research & Information Services Department Support	59,692	-	59,692	40,000	-	40,000	40,000	-	40,000
North Texas Share	-	-	-	-	-	-	45,300	-	45,300
	208,753	-	208,753	-	-	-	-	-	-
<b>Total Expenditures:</b>	<b>8,734,274</b>	<b>-</b>	<b>8,734,274</b>	<b>9,354,960</b>	<b>-</b>	<b>9,354,960</b>	<b>9,804,545</b>	<b>-</b>	<b>9,804,545</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 2017 - 2018 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		
		2016	2017	2018
Information Center Assistant	B-14	1	1	1
Receptionist	A-11	1	1	1
<b>Totals</b>		<b>2</b>	<b>2</b>	<b>2</b>

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

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

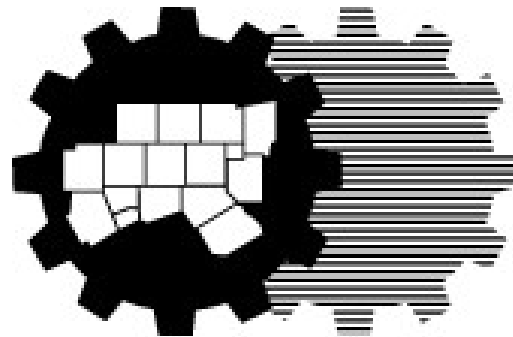
Type of Expenditure	Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018		
	Actual Expenditures	Budget	Budget	Change	Percentage of Operations
<b>COST OF OPERATIONS</b>					
Salaries	75,173	110,653	111,769	1,116	49.80%
Fringe Benefits	32,092	48,355	51,078	2,723	22.76%
Indirect	-	-	-	-	-
Occupancy	24,577	24,447	24,446	( 1)	10.89%
Travel	-	-	-	-	-
Equipment	-	-	-	-	-
Contract Services	2,228	-	-	-	-
Other	30,755	43,354	37,155	( 6,199)	16.55%
<b>Total Cost of Operations</b>	<b>164,825</b>	<b>226,809</b>	<b>224,448</b>	<b>( 2,361)</b>	100.00%
<b>Total Pass-Through</b>	-	-	-	-	
<b>Total In-Kind</b>	-	-	-	-	
<b>Total Expenditures</b>	<b>164,825</b>	<b>226,809</b>	<b>224,448</b>	<b>( 2,361)</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 Information Center Sales	214,448	-	-	-	10,000	214,448	-	-	214,448
<b>Total Available Revenue:</b>	<b>214,448</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>10,000</b>	<b>224,448</b>	<b>-</b>	<b>-</b>	<b>224,448</b>

Program Description	Fiscal Year 2016 Actual			Fiscal Year 2017 Budget			Fiscal Year 2018 Budget		
	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES
Public Affairs Information Center	80,300	-	80,300	132,433	-	132,433	130,660	-	130,660
	84,525	-	84,525	94,376	-	94,376	93,788	-	93,788
<b>Total Expenditures:</b>	<b>164,825</b>	<b>-</b>	<b>164,825</b>	<b>226,809</b>	<b>-</b>	<b>226,809</b>	<b>224,448</b>	<b>-</b>	<b>224,448</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 technology needs of NCTCOG
3. To offer shared service opportunities to the region where opportunities exist

Information on the region and RIS activities is provided to the public through a variety of publications and via our Internet sites. RIS develops and supports:

- **Regional Information**
- **Regional Geographic Information System (GIS) Coordination**
- **Infrastructure Services**
- **Application Development and Support Services**
- **Consulting and Project Management Services**
- **Shared Services**
- **Information Security**

### **REGIONAL INFORMATION**

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

- **DEVELOPMENT MONITORING:** Information required for regional and local analysis and planning, including inventories of commercial structures, major employers, and residential development is collected, maintained and organized.
- **ANNUAL POPULATION AND HOUSING ESTIMATES:** Surveys are sent to and received from local jurisdictions for residential building permit and completion information and demographic trends in area cities and counties are reviewed. Products resulting from these analyses include annual population and housing estimates by housing type for individual cities and counties.
- **CENSUS SUPPORT:** RIS provides local dissemination and technical support of census data. This includes adding value to census data by making it accessible in reports, in geographic data files, and as downloadable data. RIS also facilitates training regarding use of census data and develops tools that facilitate practical application of census data.
- **DEMOGRAPHIC FORECASTS:** The NCTCOG Demographic Forecast provides long-range, small-area population and employment projections. Forecasts are created approximately every five years, and typically forecast 30-35 years into the future. RIS works with the NCTCOG Transportation Department in development of these forecasts. Local governments participate by reviewing preliminary forecasts and by providing data to improve their accuracy. These forecasts are used in local and regional urban planning, economic development, homeland security, transportation planning, and various resource allocations.

- **SMALL-AREA ESTIMATES:** RIS applies a uniquely devised allocation method to federal data to develop employment estimates by major industry sector. These are available at the census tract, city, and county levels.
- **TECHNICAL ASSISTANCE AND SPECIALIZED ANALYSIS:** RIS responds to a variety of requests for general assistance both internally and externally. To respond to these requests, RIS staff members endeavor to have a good understanding not just of NCTCOG data, but also of data available from other sources. The assistance requests can vary from simply looking up values in a table, to providing a detailed explanation regarding the appropriate use of specific data. RIS also provides specialized analytical services. This is primarily internal, but is also available on a fee-for-service basis for external customers when resources are available.
- **GEOGRAPHIC INFORMATION SYSTEM (GIS) DATA:** RIS supports the GIS efforts throughout the agency and region. In-house, this includes updating software; purchasing and installing new hardware; database management; updating and creating GIS layers such as land use, roads, hydrology, features, entity boundaries, and others; and building automated tools and coordinating agency-wide GIS efforts. Technical support for this ever-evolving technology is a core component of this service. Internally, GIS data is made available through a specialized toolbar. Externally, GIS data is accessible through the Regional Data Center. Custom map development is available on a fee-for-service basis, resources permitting.

### **REGIONAL GIS COORDINATION**

Support for our region is realized through cooperative purchases of data such as aerial photography, elevation contours, and planimetrics; and the coordinating of the regional GIS meetings and training.

- **AERIAL PHOTOGRAPHY:** The RIS department provides high quality digital aerials photos for the north central Texas area. This involves coordinating the purchase and ongoing support of orthophotography for over 100 local entities and some state and federal agencies. The product made available through this program is a georeferenced, seamless aerial base map suitable for use in a variety of applications such as engineering studies, planning projects, emergency preparedness efforts, and emergency response applications. This cooperative purchase program allows participants to realize significant savings.
- **REGIONAL GIS COORDINATION:** The RIS department holds regional GIS meetings for all interested GIS professionals. These meetings offer lectures and demonstrations by other GIS professionals on new technology and various GIS-related initiatives. This gives our members a chance to keep up with new developments in their profession, as well as improve communications between all members.
- **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 sets. This also allows our smaller entities, with limited resources, to benefit from this type of data that would not normally be available to them.

### **INFRASTRUCTURE SERVICES**

The goal of the Infrastructure 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;
- VOIP phone system;
- Cloud service management;
- Vendor/contract management;
- Network security and virus defense; and
- Remote access, virtual private networking, and terminal services.

### **APPLICATION DEVELOPMENT AND SUPPORT SERVICES**

This program provides development, implementation and on-going support services to the Agency for GIS, custom data processing and analysis, and web-based technologies.

- **FOUNDATION TECHNOLOGY SUPPORT:** RIS supports several enterprise applications serving as powerful and flexible platforms that drive a wide variety of business functions. These foundation technologies include products like Microsoft Office365, Microsoft SharePoint, Microsoft SQL Server, Microsoft Dynamics CRM, Laserfiche, and ESRI ArcGIS. RIS uses these technologies to deploy new solutions, in addition to supporting existing solutions and the application environments as a whole.
- **WEB AND DATA APPLICATIONS:** The RIS department is responsible for Agency website administration and support. RIS also develops and/or supports multiple web applications and 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 capabilities for the agency and region. Web and interactive tools provide a window to a large quantity of managed digital data, and innovative techniques are developed to make the data most useful to operational users. RIS works to merge web, database, GIS, and data analysis technologies together into a robust set of tools that bring multiple data sources together. Applications include:
  - Entity insurance data processing
  - Toll Revenue and Project Tracking System development and support
  - AirCheck Texas application development and support
  - Air Quality Maintenance and Operations database development and support
  - Agency database application development and support
  - Safe Room Rebate Program application development and support
  - Severe weather data analysis for regional and federal programs

### **CONSULTING AND PROJECT MANAGEMENT SERVICES**

RIS provides IT project management and consulting services to support Agency initiatives. This includes business analysis, risk assessment, project scoping/requirements gathering, business process improvement, procurement assistance and solution/vendor evaluation/selection.

### **SHARED SERVICES**

This program consists of a series of initiatives coordinated by the Administration and RIS departments and 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 coordinated by RIS include:

- infor ERP services
- Research and Information Services Network (RISN)
- Aerial Photography
- Planimetrics

New programs are reviewed when they are presented to determine if they are appropriate additions to the Shared Services Initiatives. Details about the last two items listed are provided under the Geographic Information Systems category above.

#### **INFORMATION SECURITY**

The Information Security Office works to safeguard the confidentiality, integrity, and availability of the Agency's information systems by implementing and maintaining network, application, and endpoint protection systems. The Office is also responsible for maintaining the Agency's Information Security Policy, providing Security Awareness Training to employees, and keeping them abreast of current security threats. In addition, the Office is responsible for assessing the risks associated with the implementation of new technologies or applications, and for continually evaluating the risks associated with operating or updating current systems.

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

Position Title	Grade	Full Time		
		2016	2017	2018
Director of Research & Information Services/CIO	B-32	1	1	1
Chief Technology Officer	B-29	1	1	1
Manager of Research	B-28	1	1	1
Senior IT Manager	B-28	2	2	2
IT Manager	B-27	3	5	5
Information Security Officer	B-27	1	1	1
Senior Solutions Analyst	B-26	-	-	1
Senior Sharepoint Administrator	B-26	1	1	-
Solutions Analyst II	B-24	-	-	4
Solutions Analyst	B-24	-	1	-
Web Developer	B-24	2	3	3
Senior Network Administrator	B-24	4	4	1
IT Project Manager	B-24	-	-	-
Senior Research Data Analyst	B-25	1	1	1
Predictive Analytics Specialist	B-23	1	1	1
GIS Application Developer	B-22	1	1	-
Database Administrator	B-22	1	-	-
Information Services Coordinator	B-22	1	1	-
Network Administrator I	B-22	-	1	2
Senior Geographic Information Analyst	B-22	-	1	1
Research Data Analyst	B-23	1	1	1
GIS Technician II	B-20	1	-	-
Network Specialist	B-20	3	3	3
GIS Technician	B-19	1	-	-
Associate Geographic Information Analyst	B-18	-	1	2
Computer Support Technician	B-17	1	1	1
Service Desk Technician	B-17	-	1	1
Senior Administrative Assistant	A-15	1	2	2
	<b>Totals</b>	<b>29</b>	<b>35</b>	<b>35</b>

Position Title	Grade	Temporary / Part Time		
		2016	2017	2017
Web Developer	B-24	1	1	-
GIS Project Coordinator	B-22	1	1	1
Network Administrator I	B-22	1	-	-
Associate Geographic Information Analyst	B-18	-	1	-
Intern	A-09	4	4	-
	<b>Totals</b>	<b>7</b>	<b>7</b>	<b>1</b>

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

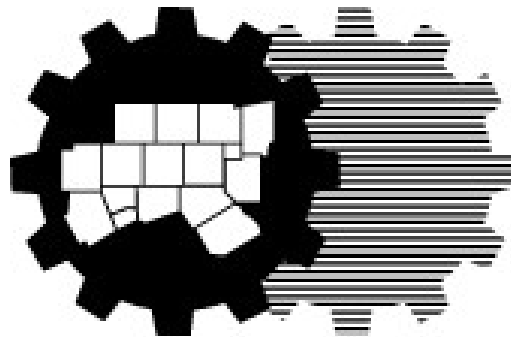
Type of Expenditure	Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018		
	Actual Expenditures	Budget	Budget	Change	Percentage of Operations
<b>COST OF OPERATIONS</b>					
Salaries	2,081,030	2,716,816	2,781,613	64,797	32.07%
Fringe Benefits	886,313	1,187,249	1,271,197	83,948	14.66%
Indirect	510,641	691,020	717,347	26,327	8.27%
Occupancy	155,793	168,180	166,446	(1,734)	1.92%
Travel	14,406	22,000	29,700	7,700	0.34%
Capital Outlay	240,610	470,000	372,500	(97,500)	4.29%
Contract Services	1,209,178	1,855,452	1,268,329	(587,123)	14.62%
Other	2,472,363	2,421,025	2,066,040	(354,985)	23.82%
<b>Total Cost of Operations</b>	<b>7,570,334</b>	<b>9,531,742</b>	<b>8,673,172</b>	<b>(858,570)</b>	<b>100.00%</b>
<b>Total Pass-Through</b>	-	-	-	-	
<b>Total In-Kind</b>	-	-	-	-	
<b>Total Expenditures</b>	<b>7,570,334</b>	<b>9,531,742</b>	<b>8,673,172</b>	<b>(858,570)</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
North Central Texas Council of Governments	2,554,962	-	-	-	-	2,554,962	-	-	2,554,962
Workforce Development Department	-	2,717,953	-	-	-	2,717,953	-	-	2,717,953
Fee for Service	-	-	-	1,554,332	-	1,554,332	-	-	1,554,332
Transportation Department	-	1,289,700	-	-	-	1,289,700	-	-	1,289,700
Public Employees Benefits Cooperative	-	279,125	-	-	-	279,125	-	-	279,125
Agency Management	-	225,000	-	-	-	225,000	-	-	225,000
Emergency Preparedness Department	-	62,100	-	-	-	62,100	-	-	62,100
Environment & Development Department	-	30,000	-	-	-	30,000	-	-	30,000
Administration Department	-	(40,000)	-	-	-	(40,000)	-	-	(40,000)
<b>Total Available Revenue:</b>	<b>2,554,962</b>	<b>4,563,878</b>	<b>-</b>	<b>-</b>	<b>1,554,332</b>	<b>8,673,172</b>	<b>-</b>	<b>-</b>	<b>8,673,172</b>

Program Description	Fiscal Year 2016 Actual			Fiscal Year 2017 Budget			Fiscal Year 2018 Budget		
	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES
Workforce Development Department Support	1,975,878	-	1,975,878	2,377,479	-	2,377,479	2,692,853	-	2,692,853
Information Services (Network Support)	1,614,817	-	1,614,817	2,865,490	-	2,865,490	2,543,063	-	2,543,063
CityNet	1,221,910	-	1,221,910	1,063,762	-	1,063,762	1,063,854	-	1,063,854
Transportation Department Support	495,809	-	495,809	857,509	-	857,509	886,063	-	886,063
Regional Data Services (Demographic Forecasting)	172,976	-	172,976	465,283	-	465,283	482,823	-	482,823
Orthos/Aerial Photography	483,861	-	483,861	1,299,051	-	1,299,051	398,137	-	398,137
Public Employees Benefits Cooperative Support	299,383	-	299,383	276,723	-	276,723	277,816	-	277,816
Local Government Support	544,535	-	544,535	223,933	-	223,933	223,952	-	223,952
RISN (Web Consulting Services)	36,252	-	36,252	55,237	-	55,237	55,242	-	55,242
Fee for Service	283,364	-	283,364	29,858	-	29,858	29,860	-	29,860
Interdepartmental Support	17,381	-	17,381	-	-	-	-	-	-
<b>Total Expenditures:</b>	<b>7,570,334</b>	<b>-</b>	<b>7,570,334</b>	<b>9,531,742</b>	<b>-</b>	<b>9,531,742</b>	<b>8,673,172</b>	<b>-</b>	<b>8,673,172</b>



**North Central Texas  
Council of Governments**

## **COMMUNITY SERVICES PROGRAM SUMMARY**

### **MISSION AND GOALS STATEMENT**

The mission of Community Services is to provide assistance to planning, implementing, maintaining, and coordinating programs in criminal justice; and offering training opportunities for law enforcement and other local government personnel. The functional program areas involved in carrying out this mission include: Criminal Justice, Regional Training (Law Enforcement and Local Governments).

#### **Criminal Justice**

The Fiscal Year 2018 Annual Criminal Justice Program budget for North Central Texas was developed to incorporate the needs of local governments, educational institutions and non-profit agencies, and to meet "Interlocal Agreement" requirements with the Office of the Governor's Criminal Justice Division.

Technical and operational assistance to more than 200 public and private agencies will be provided for the development and implementation of new and continuation criminal justice programs, grant application workshops, preparation of grant applications, grant management, and to meet the administrative requirements of the Criminal Justice Division.

Program support will be provided to the Criminal Justice Policy Development Committee (CJPDC), which sets policy consistent with the Criminal Justice Division's FY 2018 "Interlocal Agreement". The Committee will recommend program priorities to the Executive Board for endorsement before sending priority lists to CJD.

#### **The Regional Training Program**

##### **Regional Police Academy**

The Regional Police Academy will conduct more than 110 law enforcement training courses during fiscal year 2017-2018. Texas Peace Officers must meet the Texas Commission on Law Enforcement (TCOLE) requirements of forty hours of training in two, two-year training units, for a total of eighty-hours of training for the four year training cycles, to include legislatively mandated training.

In addition, depending on demand, a minimum of six and possibly a maximum 8 Basic Peace Officer courses will be offered for approximately 180 to 200 new recruit officers.

Off-Site Training Programs can be conducted, upon request at local sites throughout the region allowing officers in the outlying areas to receive training.

##### **Training & Development Institute**

The Training & Development Institute (TDI) provides a variety of professional development and training opportunities for public sector entities in the North Central Texas region. In 2018, the TDI will be establishing itself in its own training center adjacent to NCTCOG's main offices. This move to a central location with available space will put TDI in the position to offer more classes based upon regional demand.

Local Government Training: For the 2018 fiscal year, the Training & Development Institute (TDI) will offer, host, and support a number of classes, workshops, programs, and other activities both onsite and offsite, as well as online learning options. New offerings will be launched in the areas of public works, development, public finance, human resources, and more.

In addition to new, expanded offerings, the TDI will continue to offer Texas Commission on Environmental Quality-Approved water and waste water classes.

The TDI will continue to host the Texas Certified Public Manager program throughout the year as well as

offering other management and leadership training for municipal officials.

Many of the courses offered by the TDI are eligible for credit through various agencies, including Code Enforcement Credit and EMS credit through the Department of State Health Services, as well as Texas Commission on Law Enforcement (TCOLE) credit. There are also courses that satisfy the requirements for the Texas State Board of Public Accountancy for Certified Public Accountants (CPA), such as Public Funds Investment Act and Emerging Leader Programs that focus on financial leadership.

The TDI will continue its collaborative efforts with various NCTCOG departments to ensure training is relevant and necessary for our members and the region.

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

Position Title	Grade	Full Time		
		2016	2017	2018
Manager of Law Enforcement Training	B-26	1	1	1
Learning and Development Supervisor	B-26	1	1	1
Regional Police Academy Supervisor	B-23	1	1	-
Police Training Coordinator	B-21	2	2	3
Senior Criminal Justice Planner	B-21	1	1	1
Training Support Specialist	B-17	1	2	2
<b>Totals</b>		<b>7</b>	<b>8</b>	<b>8</b>

Position Title	Grade	Temporary / Part Time		
		2016	2017	2018
Administrative Assistant	A-15	1	-	-
Intern	A-09	2	1	1
<b>Totals</b>		<b>3</b>	<b>1</b>	<b>1</b>

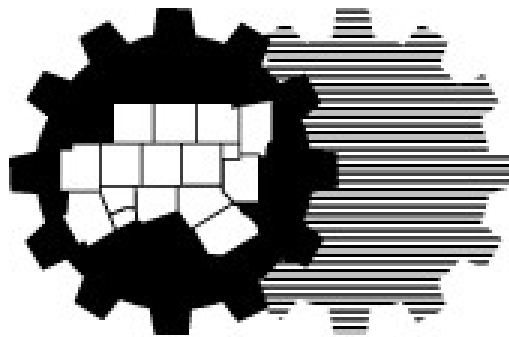
**NCTCOG DEPARTMENTAL BUDGET SUMMARY**  
**DEPARTMENT: COMMUNITY SERVICES**

Type of Expenditure	Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018		
	Actual Expenditures	Budget	Budget	Change	Percentage of Operations
<b>COST OF OPERATIONS</b>					
Salaries	398,416	475,469	493,682	18,213	25.17%
Fringe Benefits	168,747	207,781	225,612	17,831	11.50%
Indirect	97,453	120,935	127,316	6,381	6.49%
Occupancy	256,633	253,424	277,792	24,368	14.16%
Travel	7,292	17,315	12,798	(4,517)	0.65%
Capital Outlay	-	10,000	16,000	6,000	0.82%
Contract Services	269,967	210,000	460,100	250,100	23.46%
Other	271,681	323,003	348,108	25,105	17.75%
<b>Total Cost of Operations</b>	<b>1,470,189</b>	<b>1,617,927</b>	<b>1,961,408</b>	<b>343,481</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>-</b>	<b>-</b>	<b>-</b>	
<b>Total Expenditures</b>	<b>1,470,189</b>	<b>1,617,927</b>	<b>1,961,408</b>	<b>343,481</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
Governor's Office, Criminal Justice Division Fee for Service	-	-	-	-	-	-	997,862	-	997,862
Transportation Department	-	36,480	-	-	1,009,366	1,009,366	-	-	1,009,366
Agency Administration Department	-	(82,300)	-	-	-	(82,300)	-	-	(82,300)
<b>Total Available Revenues:</b>	-	<b>(45,820)</b>	-	-	<b>1,009,366</b>	<b>963,546</b>	<b>997,862</b>	-	<b>1,961,408</b>

Program Description	Fiscal Year 2016 Actual			Fiscal Year 2017 Budget			Fiscal Year 2018 Budget		
	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES
Regional Police Academy	979,118	-	979,118	1,130,271	-	1,130,271	1,047,039	-	1,047,039
Training & Development Institute	347,413	-	347,413	302,618	-	302,618	729,690	-	729,690
Criminal Justice Planning	143,658	-	143,658	185,038	-	185,038	184,679	-	184,679
<b>Total Expenditures:</b>	<b>1,470,189</b>	-	<b>1,470,189</b>	<b>1,617,927</b>	-	<b>1,617,927</b>	<b>1,961,408</b>	-	<b>1,961,408</b>



## **Community Services Division Detail**

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

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

Position Title	Grade	Full Time		
		2016	2017	2018
Manager of Law Enforcement Training	B-26	1	1	1
Regional Police Academy Supervisor	B-23	1	1	-
Police Training Coordinator	B-21	2	2	3
Training Support Specialist	B-17	1	1	1
	<b>Totals</b>	<b>5</b>	<b>5</b>	<b>5</b>

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

Type of Expenditure	Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018		Percentage of Operations
	Actual Expenditures	Budget	Budget	Change	
<b>COST OF OPERATIONS</b>					
Salaries	288,480	316,864	293,443	( 23,421)	28.03%
Fringe Benefits	123,156	138,470	134,103	( 4,367)	12.81%
Indirect	70,837	80,594	75,676	( 4,918)	7.23%
Occupancy	219,353	215,024	215,015	( 9)	20.54%
Travel	5,395	13,917	9,400	( 4,517)	0.90%
Capital Outlay	-	10,000	16,000	6,000	1.53%
Contract Services	146,912	135,000	152,000	17,000	14.52%
Other	124,985	220,402	151,402	( 69,000)	14.46%
<b>Total Cost of Operations</b>	<b>979,118</b>	<b>1,130,271</b>	<b>1,047,039</b>	<b>( 83,232)</b>	<b>100.00%</b>
<b>Total Pass-Through</b>	-	-	-	-	
<b>Total In-Kind</b>	-	-	-	-	
<b>Total Expenditures</b>	<b>979,118</b>	<b>1,130,271</b>	<b>1,047,039</b>	<b>( 83,232)</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	-	-	-	-	-	294,856	777,183	-	777,183
Administration Department	-	(25,000)	-	-	-	(25,000)	-	-	294,856
<b>Total Available Revenue:</b>	-	(25,000)	-	-	294,856	269,856	777,183	-	1,047,039

Program Description	Fiscal Year 2016 Actual			Fiscal Year 2017 Budget			Fiscal Year 2018 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	979,118	-	979,118	1,130,271	-	1,130,271	1,047,039	-	1,047,039
<b>Total Expenditures:</b>	<b>979,118</b>	<b>-</b>	<b>979,118</b>	<b>1,130,271</b>	<b>-</b>	<b>1,130,271</b>	<b>1,047,039</b>	<b>-</b>	<b>1,047,039</b>

**NCTCOG DEPARTMENTAL STAFFING SUMMARY**  
**DEPARTMENT: COMMUNITY SERVICES**  
**DIVISION: TRAINING & DEVELOPMENT INSTITUTE**

Position Title	Grade	Full Time		
		2016	2017	2018
Learning and Development Supervisor	B-25	1	1	1
TDI Training Support Specialist	B-17	-	1	1
<b>Totals</b>		<b>1</b>	<b>2</b>	<b>2</b>

Position Title	Grade	Temporary / Part Time		
		2016	2017	2018
Administrative Assistant	A-15	1	-	-
Intern	A-09	1	1	1
<b>Totals</b>		<b>2</b>	<b>1</b>	<b>1</b>

**NCTCOG DEPARTMENTAL BUDGET SUMMARY**  
**DEPARTMENT: COMMUNITY SERVICES**  
**DIVISION: TRAINING & DEVELOPMENT INSTITUTE**

Type of Expenditure	Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018		
	Actual Expenditures	Budget	Budget	Change	Percentage of Operations
<b>COST OF OPERATIONS</b>					
Salaries	45,257	90,153	129,733	39,580	17.78%
Fringe Benefits	17,979	39,397	59,288	19,891	8.13%
Indirect	10,734	22,930	33,457	10,527	4.59%
Occupancy	31,873	33,022	57,399	24,377	7.87%
Travel	220	-	-	-	-
Capital Outlay	-	-	-	-	-
Contract Services	123,055	75,000	308,100	233,100	42.22%
Other	118,295	42,116	141,713	99,597	19.42%
<b>Total Cost of Operations</b>	<b>347,413</b>	<b>302,618</b>	<b>729,690</b>	<b>427,072</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>-</b>	<b>-</b>	<b>-</b>	
<b>Total Expenditures</b>	<b>347,413</b>	<b>302,618</b>	<b>729,690</b>	<b>427,072</b>	

**NCTCOG DEPARTMENTAL FUNDING SUMMARY**  
**DEPARTMENT: COMMUNITY SERVICES**  
**DIVISION: TRAINING & DEVELOPMENT INSTITUTE**

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
Local Government Training - Fee for Service	-	-	-	-	411,360	411,360	-	-	411,360
Transportation Department - IDA	-	36,480	-	-	-	36,480	-	-	36,480
Community Services Department - CJD	-	15,000	-	-	-	15,000	-	-	15,000
Agency Administration Department - HR	-	(36,300)	-	-	-	(36,300)	-	-	(36,300)
Classroom Rentals	-	-	-	-	10,000	10,000	-	-	10,000
Online Training	-	-	-	-	54,000	54,000	-	-	54,000
SHARE Training Content Subscriptions	-	-	-	-	239,150	239,150	-	-	239,150
<b>Total Available Revenue:</b>	-	<b>15,180</b>	-	-	<b>714,510</b>	<b>729,690</b>	-	-	<b>729,690</b>

Program Description	Fiscal Year 2016 Actual			Fiscal Year 2017 Budget			Fiscal Year 2018 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/Online Training	318,604	-	318,604	218,946	-	218,946	547,267.00	-	547,267
Transportation Related Training	26,640	-	26,640	55,672	-	55,672	72,969.00	-	72,969
Community Services (CJD) Department Support	1,167	-	1,167	15,000	-	15,000	36,485.00	-	36,485
Agency Administration (HR) Department Support	1,002	-	1,002	13,000	-	13,000	72,969.00	-	72,969
<b>Total Expenditures:</b>	<b>347,413</b>	-	<b>347,413</b>	<b>302,618</b>	-	<b>302,618</b>	<b>729,690</b>	-	<b>729,690</b>

**NCTCOG DEPARTMENTAL STAFFING SUMMARY**  
**DEPARTMENT: COMMUNITY SERVICES**  
**DIVISION: CRIMINAL JUSTICE PLANNING**

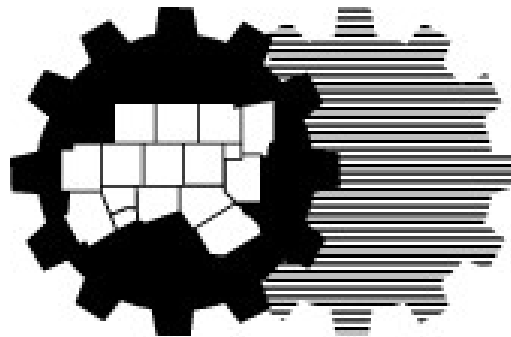
Position Title	Grade	Full Time		
		2016	2017	2018
Senior Criminal Justice Planner	B-21	1	1	1
<b>Totals</b>		<b>1</b>	<b>1</b>	<b>1</b>

Position Title	Grade	Temporary / Part Time		
		2016	2017	2018
Intern	A-09	1	-	-
<b>Totals</b>		<b>1</b>	<b>-</b>	<b>-</b>

**NCTCOG DEPARTMENTAL BUDGET SUMMARY**  
**DEPARTMENT: COMMUNITY SERVICES**  
**DIVISION: CRIMINAL JUSTICE PLANNING**

Type of Expenditure	Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018		
	Actual Expenditures	Budget	Budget	Change	Percentage of Operations
<b>COST OF OPERATIONS</b>					
Salaries	64,679	68,452	70,506	2,054	38.18%
Fringe Benefits	27,612	29,914	32,221	2,307	17.45%
Indirect	15,882	17,411	18,183	772	9.85%
Occupancy	5,407	5,378	5,378	-	2.91%
Travel	1,677	3,398	3,398	-	1.84%
Capital Outlay	-	-	-	-	0.00%
Contract Services	-	-	-	-	0.00%
Other	28,401	60,485	54,993	( 5,492)	29.78%
<b>Total Cost of Operations</b>	<b>143,658</b>	<b>185,038</b>	<b>184,679</b>	<b>( 359)</b>	<b>100.0%</b>
<b>Total Pass-Through</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Total In-Kind</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Total Expenditures</b>	<b>143,658</b>	<b>185,038</b>	<b>184,679</b>	<b>( 359)</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
Office of the Governor's Criminal Justice Division	-	-	-	-	-	-	220,679	-	220,679
Administration Department	-	(21,000)	-	-	-	(21,000)	-	-	(21,000)
Community Services Department - TDI	-	(15,000)	-	-	-	(15,000)	-	-	(15,000)
<b>Total Available Revenue:</b>	-	<b>(36,000)</b>	-	-	-	<b>(36,000)</b>	<b>220,679</b>	-	<b>184,679</b>
Fiscal Year 2016 Actual									
Program Description	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES
Office of the Governor's Criminal Justice Division	143,658	-	143,658	185,038	-	185,038	184,679	-	184,679
<b>Total Expenditures:</b>	<b>143,658</b>	-	<b>143,658</b>	<b>185,038</b>	-	<b>185,038</b>	<b>184,679</b>	-	<b>184,679</b>



**North Central Texas  
Council of Governments**

## **AREA AGENCY ON AGING PROGRAM SUMMARY**

### **MISSION AND GOALS STATEMENT**

The mission of Area Agency on Aging is to create and maintain a coordinated network of health and social services for older adults, persons with disabilities, and their family caregivers.

During FY 2018, 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 older persons at least 250 days during the year. Demand-response transportation will assist older 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: Care Coordination; Benefits Counseling; Money Management; Ombudsman; Respite; Homemaker; Personal Assistance; Caregiver Support Coordination; Caregiver Education and Training, A Matter of Balance fall prevention classes; Chronic Disease Self-Management classes; Diabetes Self-Management classes; and Chronic Pain Self-Management classes.

The Ombudsman Program will serve all 110 nursing facilities in the AAA service delivery region by relying on the services of both staff and certified volunteer ombudsman. It will visit all facilities at least quarterly.

Under the umbrella of its Aging and Disability Resource Center (ADRC), Aging will develop collaborative relationships with providers of human services in order to assist persons of all ages who have disabilities, are caregivers of persons who have disabilities, and/or wish to plan in advance of need for long-term supports and services. The ADRC will serve all 14 counties in the Aging service area, providing free and objective information to people of all income levels. In addition, it will serve as an entry point to Medicaid-funded long-term services and supports.

**NCTCOG DEPARTMENTAL STAFFING SUMMARY**  
**DEPARTMENT: AREA AGENCY ON AGING**

Position Title	Grade	Full Time		
		2016	2017	2018
Director of Aging Programs	B-32	1	1	1
Aging Supervisor-Contract Services	B-22	1	1	1
Aging Supervisor-Direct Services	B-22	1	1	1
Ombudsman Program Coordinator	B-22	1	1	1
Regional Ombudsman	B-19	3	2	2
Senior Case Manager	B-19	3	3	3
Benefits Counselor	B-18	3	3	3
Ombudsman Program Assistant II	B-18	1	1	1
Volunteer Coordinator	B-17	1	1	2
Case Manager	B-15	4	4	6
Administrative Assistant II	A-15	2	2	2
Administrative Assistant I	A-13	1	1	1
	<b>Totals</b>	<b>22</b>	<b>21</b>	<b>24</b>

Position Title	Grade	Temporary / Part Time		
		2016	2017	2018
Regional Ombudsman	B-19	2	2	2
Senior Case Manager	B-19	-	-	-
Benefits Counselor	B-18	1	-	-
Vendor & Contract Coordinator	B-18	1	1	1
Evidence Based Specialist	B-17		1	1
Case Manager	B-15	1	-	-
Administrative Assistant I	A-13	-	-	1
	<b>Totals</b>	<b>5</b>	<b>4</b>	<b>5</b>



**NCTCOG DEPARTMENTAL BUDGET SUMMARY**  
**DEPARTMENT: AREA AGENCY ON AGING**

Type of Expenditure	Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018		
	Actual Expenditures	Budget	Budget	Change	Percentage of Operations
<b>COST OF OPERATIONS</b>					
Salaries	1,087,448	1,127,556	1,360,235	232,679	33.31%
Fringe Benefits	464,247	492,742	621,627	128,885	15.22%
Indirect	267,027	286,793	350,790	63,997	8.59%
Occupancy	93,031	92,520	92,516	(4)	2.27%
Travel	79,246	68,726	75,938	7,212	1.86%
Capital Outlay	-	-	-	-	-
Contract Services	138,276	1,543,444	1,377,490	(165,954)	33.74%
Other	1,870,147	182,897	204,576	21,679	5.01%
<b>Total Cost of Operations</b>	<b>3,999,422</b>	<b>3,794,678</b>	<b>4,083,172</b>	<b>288,494</b>	<b>100.00%</b>
<b>Total Pass-Through</b>	<b>4,148,844</b>	<b>3,993,683</b>	<b>4,026,805</b>	<b>33,122</b>	
<b>Total In-Kind</b>	<b>7,765,136</b>	<b>7,263,138</b>	<b>7,344,462</b>	<b>81,324</b>	
<b>Total Expenditures</b>	<b>15,913,402</b>	<b>15,051,499</b>	<b>15,454,439</b>	<b>402,940</b>	

NCTCOG DEPARTMENTAL FUNDING SUMMARY  
DEPARTMENT: 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
Health and Human Services	-	-	-	-	-	-	6,860,728	-	6,860,728
Subcontractors	-	-	-	7,332,301	-	7,332,301	-	-	7,332,301
Managed Care Organizations	-	-	-	-	1,158,985	1,158,985	-	-	1,158,985
County Contributions	-	-	-	-	135,000	135,000	-	-	135,000
Corporation for National and Community Services	-	-	-	12,161	103,764	115,925	-	-	115,925
Better Business Bureau	-	-	-	-	19,000	19,000	-	-	19,000
TMF	-	-	-	-	7,500	7,500	-	-	7,500
Administration Department	-	(175,000)	-	-	-	(175,000)	-	-	(175,000)
<b>Total Available Revenue:</b>	-	<b>(175,000)</b>	-	<b>7,344,462</b>	<b>265,264</b>	<b>8,593,711</b>	<b>6,860,728</b>	-	<b>15,454,439</b>

Program Description	Fiscal Year 2016 Actual		Fiscal Year 2017 Budget		Fiscal Year 2018 Budget	
	Operations	Pass - Through / In-Kind	Operations	Pass - Through / In-Kind	Operations	Pass - Through / In-Kind
Area Agency on Aging	3,999,422	11,913,980	3,794,678	11,256,821	4,083,172	11,371,267
<b>Total Expenditures:</b>	<b>3,999,422</b>	<b>11,913,980</b>	<b>3,794,678</b>	<b>11,256,821</b>	<b>4,083,172</b>	<b>11,371,267</b>
				<b>15,051,499</b>		<b>15,454,439</b>
					<b>15,051,499</b>	<b>15,454,439</b>

## **REGIONAL 9-1-1 PROGRAM SUMMARY**

### **MISSION AND GOALS STATEMENT**

The mission of Regional 9-1-1 is to plan, implement, maintain, and coordinate programs in public safety emergency communications.

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

NCTCOG's 9-1-1 Program's service area includes 14 counties and five municipalities in Dallas County; Balch Springs, Cockrell Hill, Sachse, Seagoville and Wilmer. The program provides 9-1-1 services to 43 Public Safety Answering Points (PSAPs). The Regional 9-1-1 Advisory Committee continues to provide oversight of 9-1-1 planning, implementation and maintenance. The 9-1-1 program will continue to administer the regional 9-1-1 system by managing existing services and planning for the future of 9-1-1.

Implementation began this past year for a mixed media alternate network to add resiliency, bandwidth and additional diversity to the regional system. This included a large microwave project, in addition to VPLS, backhaul, SD WAN and monitoring. The technology team completed procurement of 911 call taking equipment (Customer Premise Equipment) to replace the current equipment this year. They will implement the new system next year and continue to focus on cyber security and enhancing the current 9-1-1 system through the procurement of replacement Core Services for our ESInet.

NCTCOG 9-1-1 has hosted four Regional Telecommunicator Academies. After Action Reports have been conducted for each so that improvements could be made based on experiences and lessons learned. Interest supports continuing the academy. The operations team will conduct research on expanding the academy to include a 9-1-1 hiring pool for member cities and counties.

NCTCOG 9-1-1 successfully transitioned to an in-house database and has improved processes and time lines considerably. Private Switch ALI and Emergency Notification Systems data is now being offered at no cost to our members. The data team will be working to verify wireless routing and transition the MSAG from tabular to digital geographic data.

The GIS team continued focusing on error reduction in 2017, accompanied by a maintenance plan for the future. A new disbursement model was created for the counties and there was an emphasis on the creation of a GIS lab for testing. The GIS team priorities in the next year will focus on location accuracy to improve 9-1-1 service in the region

The program completed stage II of the state strategic planning process for Fiscal years 18/19 and CSEC approved the plan. As technology changes, amending the 9-1-1 strategic plan will continue to provide system enhancements to local governments' communications system based on the state's allocation of funds.

The 9-1-1 Program continues to focus on Next Generation 9-1-1 and improvement of public safety communications services to the public served in the region. The NCTCOG 9-1-1 remains an early adopter in the 9-1-1 industry and is setting an example throughout the country.

**NCTCOG DEPARTMENTAL STAFFING SUMMARY**  
**DEPARTMENT: REGIONAL 9-1-1**

Position Title	Grade	Full Time		
		2016	2017	2018
9-1-1 Program Director	B-32	1	1	1
9-1-1 Program Manager	B-28	1	1	-
9-1-1 Technology Manager	B-28	1	1	1
9-1-1 GIS Supervisor	B-27	1	1	1
9-1-1 Chief Innovation Officer	B-27	-	-	1
9-1-1 Operations Manager	B-26	1	1	1
9-1-1 System Administrator II	B-26	1	1	1
9-1-1 Network Engineer	B-26	-	1	1
9-1-1 Contract Administrator	B-25	-	1	-
9-1-1 Project Administrator	B-24	-	-	1
9-1-1 System Administrator	B-24	1	1	1
9-1-1 Technical Specialist V	B-24	-	-	1
9-1-1 Technician II	B-24	1	1	-
9-1-1 Technical Specialist IV	B-24	-	-	1
9-1-1 Database Supervisor	B-23	1	1	1
9-1-1 GIS Data Supervisor	B-23	-	-	1
9-1-1 Operations Supervisor	B-23	-	-	1
9-1-1 GIS Project Coordinator	B-22	1	1	1
9-1-1 GIS Systems Coordinator	B-22	1	1	1
9-1-1 Database Analyst II	B-22	1	1	1
9-1-1 GIS Analyst I	B-22	1	1	1
Geographic Info Specialist III	B-20	-	-	3
9-1-1 Training Coordinator	B-21	1	1	1
9-1-1 Quality Assurance Coordinator	B-21	1	1	1
9-1-1 Public Education Coordinator	B-21	1	1	1
9-1-1 Operations Specialist	B-21	1	1	1
9-1-1 Program Coordinator	B-21	1	1	1
9-1-1 Technical Specialist III	B-20	-	-	3
9-1-1 Technician	B-20	3	3	-
9-1-1 GIS Technician II	B-20	2	2	-
9-1-1 Project Coordinator	B-18	-	-	1
Sr Administrative Assistant	A-17	-	-	1
Administrative Assistant II	A-15	1	1	1
<b>Totals</b>		<b>24</b>	<b>26</b>	<b>32</b>

Position Title	Grade	Temporary / Part Time		
		2016	2017	2018
Intern	A-09	4	1	3
<b>Totals</b>		<b>4</b>	<b>1</b>	<b>3</b>

**NCTCOG DEPARTMENTAL BUDGET SUMMARY**  
**DEPARTMENT: REGIONAL 9-1-1**

Type of Expenditure	Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018		
	Actual Expenditures	Budget	Budget	Change	Percentage of Operations
<b>COST OF OPERATIONS</b>					
Salaries	1,351,916	1,740,287	2,144,755	404,468	23.85%
Fringe Benefits	577,152	760,505	980,153	219,648	10.90%
Indirect	331,968	442,640	553,109	110,469	6.15%
Occupancy	307,229	310,977	367,152	56,175	4.08%
Travel	62,575	63,476	74,398	10,922	0.83%
Capital Outlay	3,434,676	915,000	695,000	(220,000)	7.73%
Contract Services	728,187	1,311,763	962,175	(349,588)	10.70%
Other	4,559,710	2,547,321	3,214,099	666,778	35.75%
<b>Total Cost of Operations</b>	<b>11,353,413</b>	<b>8,091,969</b>	<b>8,990,841</b>	<b>898,872</b>	<b>100.00%</b>
<b>Total Pass-Through</b>	<b>246,744</b>	<b>2,756,261</b>	<b>1,876,471</b>	<b>(879,790)</b>	
<b>Total In-Kind</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Total Expenditures</b>	<b>11,600,157</b>	<b>10,848,230</b>	<b>10,867,312</b>	<b>19,082</b>	

NCTCOG DEPARTMENTAL FUNDING SUMMARY  
DEPARTMENT: REGIONAL 9-1-1

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	-	-	-	-	-	-	11,067,312	-	11,067,312
Fee for Service	-	-	-	-	5,000	5,000	-	-	5,000
Administration Department	-	(205,000)	-	-	-	(205,000)	-	-	(205,000)
<b>Total Available Revenue:</b>	-	(205,000)	-	-	5,000	(200,000)	11,067,312	-	10,867,312

Program Description	Fiscal Year 2016 Actual			Fiscal Year 2017 Budget			Fiscal Year 2018 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	11,346,542	246,744	11,593,286	8,043,969	2,756,261	10,800,230	8,985,841	1,876,471	10,862,312
9-1-1 Fee for Service	6,871	-	6,871	48,000	-	48,000	5,000	-	5,000
<b>Total Expenditures:</b>	<b>11,353,413</b>	<b>246,744</b>	<b>11,600,157</b>	<b>8,091,969</b>	<b>2,756,261</b>	<b>10,848,230</b>	<b>8,990,841</b>	<b>1,876,471</b>	<b>10,867,312</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, North Central Texas faces some of the most challenging environmental and development-related issues in the nation. In FY2018, the Department of Environment and Development will continue to take 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.

**Solid Waste** – Goals: Support further development of solid waste management programs and related project implementation, innovative technologies, best practices, and collaborative partnerships amongst local governments, the public, and other stakeholders.

NCTCOG will work to achieve the goal and objectives of *Planning for Sustainable Materials Management in North Central Texas*, the recently updated Solid Waste Management Plan. For FY18 and FY19 approximately \$1.3 million will be made available to local governments for projects within the biennium that furthers the objectives of the regional plan. NCTCOG's Resource Conservation Council (RCC) and its subcommittees will continue efforts to update the regional plan; offer training and educational opportunities to local government staff; maintain of the Closed Landfill Inventory database; and administer a regional grant program to improve waste management in North Central Texas.

**Regional Codes** – Goals: Actively promote the standardization of model construction codes in an effort to simplify the construction process, advance the safety of building systems, promote common code interpretation, facilitate the mobility of contractors, and reduce training and construction costs.

The Regional Codes Coordinating Committee (RCCC) and its five Advisory Boards comprised of local public and private code professionals continually review the latest editions of the model construction codes and recommend uniform amendments for the North Central Texas region. Most recently, the committees released recommendations for the 2017 National Electrical Code, the 2015 International Codes suite, and guidelines for the 2015 International Green Construction Code. Efforts have begun in coordination of the review of the 2018 International Codes suite.

**Watershed Management** – Goals: Promote the vision and objectives to help the region achieve safe corridors where flooding is reduced, clean corridors where water quality meets or exceeds state standards, and green corridors where ribbons of greenways are tied together for ecological benefits and recreational and mobility opportunities.

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.

The Trinity River Common Vision Program continues to protect against flooding and preserve flood storage along the Trinity River corridor and its tributaries while *integrated* Stormwater Management (iSWM™) employs low impact development techniques throughout the entire watershed and region to reduce the stormwater quality and quantity impacts due to urbanization. Collaboration continues with FEMA and the Texas Water Development Board under the Cooperating Technical Partners program as well as the U.S. Army Corps of Engineers for flood mitigation efforts throughout the region. Partnerships with TCEQ maintain the effort to reduce bacteria and other contaminants within state designated areas and the

development of Watershed Protection Plans; and additional watershed protection strategies, water conservation outreach, and sanitary sewer capacity planning efforts are maintained through leadership of our Water Resources Council. Support to the more than 100 local governments with state stormwater discharge permits is a fundamental element as large and small cities fulfill their new permit cycles. Stream monitoring and reporting, permit collaboration, and education and outreach are all very important parts of the success of this Regional Stormwater Management Coordinating Council program. Sanitary sewer system best management practices are defined and outreach tools developed under the guidance of the Wastewater and Treatment Education Roundtable.

Utilizing our regional GIS tool, promotion and maintenance our Regional Ecosystem Framework website with important ecological datasets that should be used for infrastructure planning and conservation of open spaces will continue. For the water supply lakes and their tributaries, NCTCOG will continue initiatives to assess opportunities and challenges to watershed planning in a growing region; and perform *Greenprinting* for any additional priority watersheds which may seek similar watershed analysis.

**Public Works** – Goals: Public Works Directors and staff can meet and work towards regional solutions of issues occurring in Public Works Departments throughout our region.

Focus efforts have related to coordination within utility management and sustainable material operation and maintenance within rights-of-way, maintenance and technical upkeep of our regional Public Works Construction Standards Manual, understanding and achieving state requirements in maintenance and operations of sewer and water systems, regional stormwater management best practices, analysis and prioritization of streets and pavement, hydrologic hazard technical assistance, and collaboration in best practices and technology availability in response to natural disasters.

Technical and Regional Review Committee assistance is provided to ensure distribution of Texas Community Development Block Grant (CDBG) funds to eligible applicants as a partnership with the Texas Department of Agriculture in order to help smaller communities in our region meet infrastructure needs in low-to-moderate-income areas.

**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 12 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. The 2017 Celebrating Leadership in Development Excellence (CLIDE) awards were presented, newly developed tools such as Conserve North Texas and Go Solar Texas websites will be promoted, partnerships with entities such as Region C Water Planning Group and Texas Trees Foundation will continue to be enhanced, and presentations of the Vision North Texas (VNT) 2050 Guidebook will continue to be encouraged to help the region grow more successfully and sustainably.

The North Central Texas Stewardship Forum, which provides mentorship and engages interested communities in peer-exchange opportunities to support sustainability and environmental initiatives, will continue to support activities with a focus on Efficient Growth and Resource Efficiency. Sustainability checklists will be developed for a variety of development categories within a community. Presentations including hindsight discussions from developed communities will be shared with fast growing communities to inform on lessons learned and to assist with developing policies and checklists for implementation.

Through provided FEMA funding, the Community Health and Resources Management (CHARM) mapping application developed by the Texas A&M Coastal Watershed Program will be brought to North Central Texas to assist with local government comprehensive, strategic, or other planning efforts through "We-Table" GIS layers and data roundtables to map and analyze growth with real-time feedback and resulting development reports.



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

Position Title	Grade	Full Time		
		2016	2017	2018
Director of Environment & Development	B-32	1	1	1
E&D Senior Program Manager	B-30	-	-	1
E&D Communications and Technology Supervisor	B-23	-	-	1
Senior Environment & Development Planner	B-23	1	-	2
Environment & Development Planner III	B-21	1	2	-
Environment & Development Planner II	B-19	-	-	3
Environment & Development Planner I	B-17	5	5	4
Communication Specialist II	B-17	-	-	1
Environment & Development Program Assistant I	B-17	1	1	1
Manager of Environment & Development	B-28	2	2	-
Media & Technology Coordinator	B-21	1	1	-
Graduate Engineer	B-19	1	1	-
Senior Administrative Assistant	A-17	-	-	-
		-	-	-
<b>Totals</b>		<b>13</b>	<b>13</b>	<b>14</b>

Position Title	Grade	Temporary / Part Time		
		2016	2017	2018
Intern	A-09	3	3	3
<b>Totals</b>		<b>3</b>	<b>3</b>	<b>3</b>

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

Type of Expenditure	Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018		Percentage of Operations
	Actual Expenditures	Budget	Budget	Change	
<b>COST OF OPERATIONS</b>					
Salaries	658,388	718,132	781,821	63,689	43.70%
Fringe Benefits	272,659	313,824	357,292	43,468	19.97%
Indirect	160,221	182,656	201,623	18,967	11.27%
Occupancy	133,512	132,467	122,276	(10,191)	6.83%
Travel	10,941	11,900	22,491	10,591	1.26%
Capital Outlay	-	-	-	-	-
Contract Services	304,912	1,049,000	-	(1,049,000)	-
Other	967,070	128,461	303,651	175,190	16.97%
<b>Total Cost of Operations</b>	<b>2,507,703</b>	<b>2,536,440</b>	<b>1,789,154</b>	<b>(747,286)</b>	<b>100.00%</b>
<b>Total Pass-Through</b>	<b>171,179</b>	<b>1,116,438</b>	<b>2,286,272</b>	<b>1,169,834</b>	
<b>Total In-Kind</b>	<b>8,998</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Total Expenditures</b>	<b>2,687,880</b>	<b>3,652,878</b>	<b>4,075,426</b>	<b>422,548</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	-	-	-	-	-	-	1,318,750	-	1,318,750
Local	-	-	-	-	1,315,760	1,315,760	-	-	1,315,760
Federal Emergency Management Agency	-	-	-	-	-	-	-	1,130,500	1,130,500
State Energy Conservation Office	-	-	-	-	-	-	175,000	-	175,000
Agency Management	-	140,000	-	-	-	140,000	-	-	140,000
Transportation Department	-	57,500	-	-	-	57,500	-	-	57,500
Texas Department of Agriculture	-	-	-	-	-	-	18,916	-	18,916
RIS Department - Demographics	-	(30,000)	-	-	-	(30,000)	-	-	(30,000)
Administration Department	-	(51,000)	-	-	-	(51,000)	-	-	(51,000)
<b>Total Available Revenue:</b>	-	<b>116,500</b>	-	-	<b>1,315,760</b>	<b>1,432,260</b>	<b>1,512,666</b>	<b>1,130,500</b>	<b>4,075,426</b>

Program Description	Fiscal Year 2016 Actual			Fiscal Year 2017 Budget			Fiscal Year 2018 Budget		
	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES	Operations = staff cash - Admin - Demographics	Pass - Through / In-Kind (including contract)	TOTAL EXPENDITURES
CTP FEMA	738,723	-	738,723	1,039,342	-	1,039,342	144,812	949,000	1,093,812.00
Solid Waste Management	310,710	138,179	448,889	411,569	1,100,438	1,512,007	381,224	703,831	1,085,055.00
Stormwater Management Program	490,214	-	490,214	300,866	-	300,866	294,920	411,760	706,680.00
Public Works (w/ISWM)	269,340	-	269,340	317,632	-	317,632	247,467	80,000	327,467.00
State Energy Conservation Office	-	-	-	-	-	-	170,549	-	170,549.00
Water Quality Management & Impaired	162,228	-	162,228	170,108	-	170,108	170,104	-	170,104.00
Agency Planning & Assistance	137,218	33,000	170,218	136,812	-	136,812	139,498	-	139,498.00
Common Vision Trinity Local	100,356	-	100,356	97,545	-	97,545	73,985	25,000	98,985.00
TWDB Stream Gauge	48,084	-	48,084	(510)	-	(510)	4,065	90,681	94,746.00
Transportation Department Support	50,775	-	50,775	22,482	-	22,482	56,873	-	56,873.00
Wastewater (WATER)	-	-	-	22,482	-	22,482	38,727	10,000	48,727.00
FEMA CHARM	-	-	-	-	-	-	26,502	-	26,502.00
Codes Local	18,945	-	18,945	-	-	-	20,000	-	20,000.00
TxDeptAg Community Development (TXCDBG)	18,387	-	18,387	18,340	-	18,340	18,703	-	18,703.00
Common Vision - CDC permit	-	-	-	2,892	16,000	18,892	1,725	16,000	17,725.00
Vision 303D	-	-	-	19,362	-	19,362	-	-	-
Emergency Preparedness Department Support	2,210	-	2,210	-	-	-	-	-	-
Solar Ready	160,513	8,998	169,511	-	-	-	-	-	-
<b>Total Expenditures:</b>	<b>2,507,703</b>	<b>180,177</b>	<b>2,687,880</b>	<b>2,536,440</b>	<b>1,116,438</b>	<b>3,652,878</b>	<b>1,789,154</b>	<b>2,286,272</b>	<b>4,075,426</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. 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 44 local elected officials and transportation agency representatives.

In support of MPO functions, NCTCOG Transportation Department staff carries out planning, financial programming, and implementation activities utilizing multiple funding programs. The first of these programs is referred to as Transportation Planning Formula Funds. These Federal Highway Administration and Federal Transit Administration 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). The required 20 percent match for this program occurs through the use of Transportation Development Credits administered by TxDOT. 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), the Collin County Toll Road Authority (CCTRA), 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 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 Block Grant Program 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. Activities in the AirCheckTexas Program are also supported through this revenue center.

Funding provided by local governments for the implementation of transportation, sustainable development and air quality improvement projects represents the fourth category of funds used by the MPO, referred to as RTC Local Funds. Through an innovative partnership between the RTC and local governments, the RTC programs funds to construct 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 transportation, sustainable development and air quality program projects. NCTCOG staff is responsible for the project selection recommendations to RTC, project monitoring and coordination, as well as management of the RTC Local Funds and accrued interest. During Fiscal Year (FY) 2018, NCTCOG staff will manage the RTC Local Funds, including utilization of funding to support local match requirements for multiple State and federal grants. This funding is also utilized to support an RTC initiative to provide financial loans to local partners for innovative financing initiatives and priority transportation projects.

The fifth funding category is Regional Toll Revenue (RTR) funds. These funds are derived from approximately \$3.8 billion in concession payments paid by the North Texas Tollway Authority (NTTA) to TxDOT for the right to develop SH 121 in Collin, Dallas and Denton Counties and SH 161 in Dallas County. 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), prepared biennially, that provides a detailed summary of planning and implementation activities to be conducted over a two-year period. The following is a brief description of activities for FY2018.

### **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 activities of the department, including support to the NCTCOG Executive Board, Regional Transportation Council, and Surface Transportation Technical Committee. Also included is the development, monitoring, and modification of the Unified Planning Work Program, as well as the preparation of associated annual reports; personnel recruitment and maintenance activities; and professional development opportunities. Training opportunities for local governments, transportation providers, and planning agency staff relative to transportation and related air quality planning activities and applications are included as well. In addition, funding is included in this budget for technical support from select universities in Texas on various projects and peer review exchanges with other MPOs.

### **Fiscal Management**

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, risk assessment, expenditure reporting, and auditing support the planning and implementation process. Development of the Transportation Department's annual budget is included, 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 critical function. Additionally, the Transportation Department facilitates cost review for expenses incurred by partners, subgrantees, and consultants for implementation of project awards. Funding is included in this budget for development and enhancement of procedures and tools for management of grants and contracts, including funding to advance implementation, monitoring, and outreach for NCTCOG's Disadvantaged Business Enterprise Program.

### **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 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. Progress North Texas, a state-of-the-region 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 Fixing America's Surface Transportation (FAST) Act, passed by Congress in 2015, placed continued 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 and online comment opportunities on regional transportation programs and topics, participation in various community events and forums, maintenance of the Transportation Internet site, use of social media, and fostering an open relationship with the news media. This program area is also responsible for ongoing creation, maintenance and modernization of Web resources presented externally and internally on the Internet/Intranet sites. A comprehensive mailing list of agencies, neighborhood and advocacy groups, transportation stakeholders, and the general public is

maintained and utilized to inform the public about transportation issues, as well as specific public meetings and comment opportunities. 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**

Authorizing legislation, Fixing America's Surface Transportation Act, reconfirmed the responsibility of the Metropolitan Planning Organization (MPO) to work with the Texas Department of Transportation (TxDOT), local governments, and transportation authorities to identify, evaluate, and select transportation improvements. In Fiscal Year (FY) 2018, staff will coordinate with TxDOT and local agencies to implement projects selected with federal and State funds, along with Regional Toll Revenue (RTR) and Regional Transportation Council (RTC) local funding. Staff will coordinate with TxDOT on the FY2018 Unified Transportation Program (UTP) process and will monitor UTP updates as funding estimates are adjusted by TxDOT. In addition, the region's 10-year plan of transportation funding priorities will be monitored and updated to cover the FY2018-2027 timeframe.

The Transportation Improvement Program (TIP) serves as the mechanism for funding transportation improvements recommended in the Metropolitan Transportation Plan (MTP). All regionally significant surface transportation improvements, regardless of funding source, are inventoried in the TIP. Each year, the North Central Texas Council of Governments (NCTCOG) Transportation Department engages in a number of activities related to the development and implementation of the TIP. The TIP is prepared on a biennial basis with quarterly updates. Staff will continue developing the 2019-2022 TIP document in FY2018, and will participate in TxDOT's quarterly Statewide TIP revision cycles as needed.

A significant, continuing emphasis for FY2018 will be the continued refinement and expansion of the transportation project information system database. The goal of this effort is to enable a more comprehensive tracking of projects including the cost, funding, start date, and completion date of each project phase. This project was created in response to the federally mandated year of expenditure/total project cost requirements, as well as the increased complexity involved with funding, tracking, and monitoring transportation projects. The database will eliminate redundant procedures and increase efficiency. Additional modules of the new database will be developed and deployed in FY2018.

### **Congestion Management and Innovative Project Delivery**

The Fixing America's Surface Transportation (FAST) Act also 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, connected/autonomous vehicles, and special events management strategies, will be developed to reduce travel time and enhance system reliability. Transportation staff will also continue efforts to develop and implement 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 will continue to enhance the North Central Texas Council of Governments information system for monitoring transportation system infrastructure and performance as part of the CMP.

Transportation Department staff will also conduct planning efforts to develop safety policies, programs, and projects. In an effort to improve regional transportation safety related to pedestrians, bicycling, transit, roadways and highways, staff will continue to 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.

Congestion management strategies identified in the CMP are further supplemented by efforts to identify, analyze, and implement targeted improvements through the examination of transportation asset conditions and performance within various corridors. Relying on the business principles of maximizing life-cycle benefits and minimizing life-cycle costs, the Capital/Operations Asset Management System investigates the physical, operational, and transportation-land use characteristics of existing and proposed future corridor assets to determine their effects on mobility, safety, reliability, access/connectivity, and economic development. Initiation of pilot projects across the region will be used to demonstrate system interoperability and effectiveness; refine internal and external asset-oriented data collection, storage, and analysis efforts; and, enable greater integration of performance measures into traditional project and long-range planning decision-making and prioritization processes. The Capital/Operations Asset Management System, in collaboration with transportation provider initiatives per the FAST Act to develop and maintain a statewide Transportation Asset Management Plan (TAMP), will ultimately allow the North Central Texas region to both stretch and further balance investments between preserving and/or upgrading existing transportation assets, and efficiently replace assets of greatest need.

#### **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, managed high occupancy vehicle lanes, park-and-ride facilities, bus and passenger rail systems, and other transportation improvements. The continued development of travel models is coordinated with regional transportation and air quality planning activities in the Unified Planning Work Program. In addition to providing insight for policy decisions, the travel model is used for financial assessment of the projects for private investments and discretionary federal funding programs. The activities include major efforts in data collection, development of analytical tools, and conversion of data to information through production of reports, visualization of data, simulation, and quantification of the effects of the policies and projects. The travel model is a computer-based forecasting tool that enables planners to evaluate a wide range of future transportation projects.

Efforts during FY2018 will focus on the development of a new regional travel models based on recently collected travel survey data, maintenance of the existing travel model, data collection, and initiating development of the new land-use and demographic forecasting model. NCTCOG will continue implementing the regional traffic count program in coordination with TxDOT and local governments. Travel time and speed data for major arterials and freeways will be acquired from the Federal Highway Administration to be converted into an information system for performance-based planning. These efforts create consistency among the federal, State, and local policy requirements and the capabilities of the analytical tools.

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

The Clean Air Act Amendments of 1990, the Moving Ahead for Progress in the 21<sup>st</sup> Century Act, and the FAST Act call for the integration of transportation and air quality planning activities at local, State, and federal levels. The Dallas-Fort Worth (DFW) area was initially designated as nonattainment for ozone in 1991. Effective July 20, 2012, the Environmental Protection Agency classified Collin, Dallas, Denton, Ellis, Johnson, Kaufman, Parker, Rockwall, Tarrant, and Wise Counties as moderate nonattainment under the 2008 National Ambient Air Quality Standards (NAAQS) for eight-hour ozone, which stipulates an attainment deadline of July 20, 2018.

NCTCOG staff will conduct an air quality conformity analysis in the nonattainment area, which is a quantitative assessment to ensure 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. Also, highly technical link-based emission inventories will be developed to assist the Texas Commission on Environmental Quality (TCEQ) in their air quality planning efforts. In addition, staff will conduct and provide technical air quality assistance as necessary.

The Transportation Department continues to identify emissions reduction strategies for inclusion in transportation conformities and the applicable State Implementation Plan (SIP) aimed at improving air quality. During FY2018, efforts will continue to focus on the development and implementation of multi-pollutant reduction strategies across the ten-county nonattainment area. These strategies are designed to reduce travel demand and energy use, facilitate use of emissions-reducing technologies through funding assistance, demonstrate new technologies through pilot and funding programs, provide training and support to enforcement partners to ensure adherence to new and existing policies and rules, and inform the public and create partnerships regarding the importance of improving the region's air quality. Staff will conduct on-site monitoring of grant funded activities to ensure compliance. These programs will be pursued as part of a coordinated and comprehensive planning approach to the region's air quality efforts. In addition to other State and federal funding sources, the Regional Transportation Council has provided Surface Transportation Program Block Grant funds, Congestion Mitigation and Air Quality Improvement Program funds, local funding, and Transportation Development Credits to support NCTCOG's involvement in these efforts.

Major initiatives in FY2018 are to continue administration and expansion of the light-duty vehicle repair and replacement program funded through TCEQ and carry out other projects related to accelerated fleet replacement and advanced truck/equipment technologies, including idle-reduction; marketing, education, and assistance efforts to support programs designed to improve air quality and reduce energy use; implementation of other emissions-reduction efforts that support the SIP, including partnerships, regional policies, demonstration projects, and enforcement initiatives; and providing technical assistance to other agencies, including studies used to assist in various air quality modeling procedures. Work also includes outreach and technical assistance efforts to encourage local fleets to take advantage of funding programs made available by TCEQ or other entities to maximize the amount of projects funded in the DFW region, which leads to greater local emissions reductions. Additionally, funding awarded by the US Department of Energy (DOE) to the DFW Clean Cities will continue to be utilized to complete critical training on alternative fuels and alternative fuel vehicles to mechanics/technicians, first responders, public safety officials, and other critical service providers throughout Texas, Louisiana, Arkansas, and Oklahoma, as well as develop an action plan for continuation of this training effort without DOE funding.

#### **Transportation Planning and Regional Public Transportation Coordination and Operations**

Federal planning regulations require that urbanized areas have a Metropolitan Transportation Plan (MTP) that identifies major long-range transportation improvements over a timeframe of at least 20 years. This multimodal MTP for North Central Texas includes freeways, toll roads, managed lanes, express lanes, major arterials, passenger rail lines, high-intensity bus corridors, bicycle and pedestrian facilities, and transportation programs such as sustainable development, congestion management, and safety and security. During FY2018, staff efforts will focus on monitoring, implementation, and follow-up studies of recommendations identified in the current MTP, called Mobility 2040. Concurrently, staff efforts will focus on developing a new long-range transportation plan, Mobility 2045. Mobility 2045 is anticipated to be completed in early summer 2018. The new plan will incorporate new demographics, the latest planning regulations and requirements, and updated information from corridor planning efforts. Mobility 2045 will also review funding sources made available by federal, state, and local sources. In addition, House Bill 20, requires MPOs to maintain a 10-year transportation plan. This 10-year plan will be updated in FY2018. For the long-range and 10-year transportation plans, staff will incorporate project selection criteria, a scenario analysis project to help inform decision-makers, and the development of performance measures and targets.

For projects identified in the Metropolitan Transportation Plan, Transportation Department staff works with the region's various transportation and resource 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 each study, Transportation staff will perform a variety of functions to support the corridor study process ranging from facilitating meetings and building consensus to the development of detailed travel forecasts for the evaluation of alternatives, environmental justice analysis, and mobile source air toxics analysis.

Transportation planning also requires considering concerns for the social, cultural, and natural environment early in the planning process. Initiatives will continue to identify potential environmental impacts and develop strategies to avoid, minimize, or mitigate these impacts. These efforts will result in identifying strategies and developing programs contributing to the implementation of transportation projects sensitive to natural resources in North Central Texas. This work will build on the recent implementation of the Regional Ecosystem Framework (REF), and will include continued consultation with agencies responsible for resource/conservation management, comparing the transportation plan with resource data and inventories, and development of regional processes and programs. This information will advise planning decisions at the corridor- and system-levels of analyses and integrate updated data from partners into the REF. The Environmental Stewardship Initiative, approved by the RTC in April of 2016, will continue to be advanced in FY2018. This initiative includes wetland enhancement and tree planting projects and programs as well as a regional education and outreach campaign and development of GIS data on tree coverage.

NCTCOG is one of the first metropolitan planning organizations to use the Federal Highway Administration's (FHWA) Infrastructure Voluntary Evaluation Sustainability Tool or INVEST, which is a self-evaluation product to assess sustainability criteria of the MTP. Following the adoption of Mobility 2040, INVEST was used to assess the plan. Elements of the MTP where INVEST scores indicated deficiencies will be analyzed further to inform Mobility 2045 recommendations. As an early implementer of INVEST, in FY2018 NCTCOG will continue to provide feedback and case study information to FHWA as the agency encourages wider use of the evaluation tool by state and local agencies.

Transportation staff will also integrate principles of Environmental Justice through assessment, analysis, and outreach to ensure the MPO meets all federal and state regulatory requirements for considering protected populations.

NCTCOG Transportation staff also provides support to local governments through subarea studies, thoroughfare planning, and technical assistance. Each year, cities and counties in North Central Texas request assistance from NCTCOG to development or update thoroughfare plans, with staff efforts focusing on the preparation of travel forecasts to support local government efforts. NCTCOG's involvement ensures plans are compatible and coordinated across jurisdictions. NCTCOG staff will also track and maintain a Regionally Significant Arterials Designation List, revise the Federal Functional Classification System as needed, and work with county and local government representatives to develop and monitor countywide thoroughfare needs assessments for the region.

In FY2018, Transportation staff will continue regional public transportation planning and coordination initiatives. This is a significant area of responsibility for NCTCOG staff involving assistance to transportation authorities, transit agencies, non-traditional providers and local governments. Efforts include evaluating opportunities to improve existing public transportation services, as well as establishing public transportation service in locations currently lacking service. Planning activities are carried out in cooperation with all existing public transportation providers. Efforts include those necessary to implement specific project recommendations contained in the current Mobility 2040 Plan. Special attention will be placed on providing technical support in pursuing funding for the portion of the recommendations in areas not currently served by an existing transportation authority. Corridor studies, subarea studies, and needs assessments are conducted to identify appropriate public transportation solutions. Recommendations for Mobility 2045 regarding public transportation needs will be developed.



Public transportation coordination activities focus on identifying opportunities for increased transportation services in the region. Ensuring that transportation is available for individuals with disabilities, limited-income individuals, and older adults is vital. Access North Texas, the regional public transportation coordination plan for North Central Texas, identifies strategies to move the region toward more seamless public transportation services and will be finalized in FY2018. Ongoing Access North Texas efforts include implementation of strategies in the plan, committees to assess transportation needs, transit system improvements, and improved efficiency in the use of transit capital resources in the region. Continuing focus areas in FY2018 include efforts to pilot a vehicle lease program and explore options for service outside transit authority boundaries. Additional projects include transit needs assessments, planning studies, technical assistance for small transit operators, and cooperative bus procurements for small transit operators. In addition, this program area supports NCTCOG's administration and oversight responsibilities as a Designated Recipient for the Bus and Bus Facilities Program (Federal Transit Administration Section 5339), Enhanced Mobility for Seniors and Individuals with Disabilities Program (Federal Transit Administration Section 5310), Job Access/Reverse Commute Program (former Federal Transit Administration Section 5316), New Freedom Program (former Federal Transit Administration Section 5317) and Urbanized Area Formula Program (Federal Transit Administration Section 5307) grant funds.

As the nation's largest inland port, the long-term growth and development of the region's freight industry is critical to the regional and national economies. Freight movement within and through the Dallas-Fort Worth Metropolitan Area continues to grow in importance as the region's population grows and traffic congestion increases. During FY2018, efforts will focus on intermodal and freight transportation issues, including the development of a regional freight system plan and coordinating with TxDOT on statewide freight system planning activities. Additionally, staff will continue work to expand left-lane truck restrictions throughout the region and address at-grade railroad crossing safety, railroad quiet zone implementation, air quality impacts regarding freight movements, investigate truck parking topics, the creation of freight system plan follow-up studies, promoting freight-oriented developments, and reviewing the hazardous materials shipment routes.

### **Aviation Planning and Education**

Aviation is an essential part of the North Central Texas economy and serves as a vital transportation option for the region. As the nation's largest inland port and the fourth largest metropolitan area, there is a heavy dependence upon the success of the aviation system. To maintain a competitive/pivotal role in this international industry, it is vital to protect and maintain the existing airport system in North Central Texas. NCTCOG aviation planning and education efforts focus on regional general aviation airports and heliports as well as the development of aviation education strategies. Land-use planning to preserve aviation and airspace infrastructure, along with development of tools and resources to mitigate encroachment, will be coordinated with regional partners and aviation stakeholders. In addition, the North Texas Aviation Education Implementation and Outreach efforts will focus on continued outreach events including working with students at local aviation programs using equipment that simulates flight and other tools. This includes high schools, colleges, and universities for the continued development of a dynamic and integrated aviation academic system in the region. Anticipated products will include a variety of outreach strategies to local students to promote clear aviation career pathways by utilizing and expanding [www.NCTaviationcareers.com](http://www.NCTaviationcareers.com) to support existing academic programs.

Separately, issues related to surface transportation access to the aviation system will be studied and monitored. Maintaining the efficiency of the air transportation 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. Long-term aviation performance-measure tracking will continue.

### **Strategic Corridor Initiatives**

The continuing challenges of population growth, struggling economic markets and further reduced levels of funding from federal and State partners requires the North Texas region to develop an even greater focus on the need for innovative local funding and improved public-private partnerships. In FY2018, Strategic Initiative staff will continue to assist local, regional, State, and federal partners to identify innovative funding strategies, analyze public-private partnership opportunities, and expedite implementation of major transportation projects, particularly those which deal with multiple transportation modes concurrently and/or

enable flexibility for strategic phased construction. Staff will also assist transportation providers in the region with input on planning, design, engineering, public/agency involvement, and other streamlined delivery or performance evaluation functions for additional regionally significant projects as identified within the Metropolitan Transportation Plan or other programs.

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 research, development, design, training, and maintenance activities.

### **Environmental Streamlining**

The environmental program area focuses on helping transportation providers expedite environmental clearances and permits to allow critical regional projects to advance through development, approval, and implementation as soon as possible. The goal of this program is to help reduce cost escalation due to inflation, alleviate congestion faster, and assist the region in meeting air quality goals.

Staff will be providing assistance and guidance in the development of National Environmental Policy Act (NEPA) and local environmental documents for various projects such as the IH 820/IH 20/US 287 Southeast Connector, Collin County Outer Loop, IH 30 in Tarrant County, SH 199, high-speed rail, and off-system projects funded with Regional Toll Revenues. Efforts will include linking regional environmental, community, and economic goals from the Metropolitan Transportation Plan with project-level goals; assisting in the research, analysis, and development of new methodologies for resource studies/analyses for NEPA documents such as the regional tolling and MSAT analyses; providing research, analysis, and preparation of documents or sections for NEPA documents; and reviewing NEPA documents. With regard to expediting environmental permits, staff will continue to carry out activities associated with the Memorandum of Agreement between the United States Army Corps of Engineers (USACE) and NCTCOG to expedite the evaluation of Section 404 permits that are required for regional priority transportation projects. Staff will continue to monitor and provide oversight of USACE Section 408 activities related to the Trinity flood control project.

Also included is the management of computer resources and computer hardware requests necessary for transportation and air quality planning. The overall goal of this work is to provide NCTCOG staff with the tools and ongoing technical support needed to complete work tasks in an efficient and timely manner.

### **Legal Services**

The Legal Services Program Area provides legal advice on a wide range of topics regarding the Transportation Department's programs, projects, policies, and procedures. This includes advice with respect to NCTCOG authority and approvals, procurement-related activities, Public Information Act requests, Open Meetings Act requirements, enforcement of contractual obligations for sub-grantees and contractors, and interpretation of federal, State, and local laws and regulations impacting RTC and Departmental initiatives. Legal Services also conducts legal sufficiency reviews of agreements necessary to carry out RTC and Departmental initiatives. This program area also provides support for Agency legal services.

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

Position Title	Grade	Full Time		
		2016	2017	2018
Director of Transportation	B-33	1	1	1
Assistant Director of Transportation	B-32	1	1	1
Counsel for Transportation	B-31	1	1	1
Project Engineer	B-31	1	1	1
Senior Program Manager	B-31	5	5	7
Deputy Counsel for Transportation	B-29	-	-	1
Program Manager	B-28	9	8	10
Transportation System Modeling Manager	B-28	1	-	-
Prin Trans System Modeler	B-28	-	1	2
Grants and Contracts Manager	B-26	1	1	-
Public Involvement Manager	B-26	1	1	-
Administrative Program Supervisor	B-25	1	1	-
Air Quality Operations Manager	B-25	2	-	-
Air Quality Operations Administrator	B-25	-	1	1
Assistant Counsel to Transportation	B-25	1	1	-
Grants and Contracts Supervisor	B-25	2	2	2
Principal Transportation/AQ Planner	B-25	9	13	12
Senior Transportation System Modeler	B-25	3	3	2
Transportation System Operations Supervisor	B-25	1	1	1
Transportation Information Services Coordinator	B-24	-	-	1
Air Quality Op Supervisor	B-23	-	2	2
Communication Supervisor	B-23	2	2	2
Project Management Specialist	B-23	-	1	1
Senior Transportation/AQ Planner	B-23	15	11	10
Senior Grants and Contract Coordinator	B-22	5	4	4
Senior Information Analyst	B-22	1	1	-
Technology Support Coordinator	B-22	1	1	1
Transportation System Modeler II	B-22	2	3	4
Geographic Info Specialist III	B-22	-	-	1
Air Quality Operations Coordinator	B-21	2	-	-
Communication Coordinator	B-21	2	3	3
Transportation System Modeler I	B-21	1	1	-
Transportation/AQ Planner III	B-21	13	13	17
GIS Technician II	B-20	-	1	-
Grants and Contracts Coordinator II	B-20	5	6	7
Graphic Design Coordinator	B-20	1	1	1
Technology Support Specialist	B-19	-	-	1
Administrative Program Coordinator	B-19	1	1	1
Air Quality Oper Analyst III	B-19	-	1	2
Executive Assistant	B-19	1	1	1
Transportation/AQ Planner II	B-19	19	18	23
Air Quality Operations Analyst II	B-18	4	1	1
Grants and Contracts Coordinator I	B-18	4	4	3
Program Assistant II	B-18	3	3	4
Air Quality Operations Analyst I	B-17	1	3	2
Communications Specialist II	B-17	5	3	2
Transportation/AQ Planner I	B-17	12	15	11
Audio/Visual/Computer Support Technician	B-15	1	1	1
Communications Specialist I	B-15	-	1	2
Computer Support Technician	B-15	1	1	-
Air Quality Operations Services Assistant II	A-15	3	-	1
Senior Administrative Assistant	A-15	7	7	7
Administrative Assistant	A-13	5	5	5
Air Quality Operations Services Assistant I	A-13	1	4	3
<b>Totals</b>		<b>158</b>	<b>161</b>	<b>166</b>

**NCTCOG DEPARTMENTAL STAFFING SUMMARY**  
**DEPARTMENT: TRANSPORTATION (Continued)**

Position Title	Grade	Temporary / Part Time		
		2016	2017	2018
Intern	A-09	15	13	17
Engineer	B-31	2	2	2
<b>Totals</b>		<b>17</b>	<b>15</b>	<b>19</b>

**NCTCOG DEPARTMENTAL BUDGET SUMMARY**  
**DEPARTMENT: TRANSPORTATION**

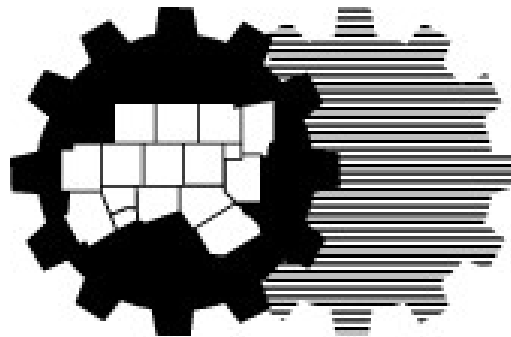
Type of Expenditure	Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018		Percentage of Operations
	Actual Expenditures	Budget	Budget	Change	
<b>COST OF OPERATIONS</b>					
Salaries	8,499,614	10,274,867	11,478,952	1,204,085	16.49%
Fringe Benefits	3,594,570	4,498,097	5,245,881	747,784	7.54%
Indirect	2,066,066	2,614,909	2,964,319	349,410	4.26%
Occupancy	862,098	857,583	857,546	( 37)	1.23%
Travel	126,059	174,776	211,243	36,467	0.30%
Capital Outlay	477,735	101,000	311,000	210,000	0.45%
Contract Services	15,977,497	11,490,832	22,845,634	11,354,802	32.82%
Other	7,514,845	26,086,728	25,688,029	( 398,699)	36.91%
<b>Total Cost of Operations</b>	<b>39,118,484</b>	<b>56,098,792</b>	<b>69,602,604</b>	<b>13,503,812</b>	<b>100.00%</b>
<b>Total Pass-Through</b>	<b>118,093</b>	<b>24,476,137</b>	<b>15,135,629</b>	<b>( 9,340,508)</b>	
<b>Total In-Kind</b>	<b>3,278,202</b>	<b>5,931,401</b>	<b>9,062,382</b>	<b>3,130,981</b>	
<b>Total Expenditures</b>	<b>42,514,779</b>	<b>86,506,330</b>	<b>93,800,615</b>	<b>7,294,285</b>	

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
Texas Department of Transportation	-	-	-	-	-	-	44,281,917	-	44,281,917
Texas Commission of Environmental Quality	-	-	-	-	-	-	22,010,342	-	22,010,342
Federal Transit Authority	-	-	-	-	-	-	-	15,457,746	15,457,746
Local	-	-	-	9,062,382	4,063,079	13,125,461	-	-	13,125,461
Environmental Protection Agency	-	-	-	-	-	-	-	887,238	887,238
Department of Energy	-	-	-	-	-	-	-	355,168	355,168
Federal Highway Administration	-	-	-	-	-	-	-	149,504	149,504
Agency Management	-	-	-	-	-	71,900	-	-	71,900
Community Services Department	-	-	-	-	-	(36,480)	-	-	(36,480)
Environment & Development Department	-	-	-	-	-	(57,500)	-	-	(57,500)
Administration Department	-	-	-	-	-	(1,154,981)	-	-	(1,154,981)
Research & Information Service Department	-	-	-	-	-	(1,289,700)	-	-	(1,289,700)
<b>Total Available Revenue:</b>	-	(2,466,761)	-	9,062,382	4,063,079	10,653,700	66,292,259	16,849,656	93,800,615

Program Description	Fiscal Year 2016 Actual		Fiscal Year 2017 Budget		Fiscal Year 2018 Budget	
	Operations	Pass - Through / In-Kind	Operations	Pass - Through / In-Kind	Operations	Pass - Through / In-Kind
Planning and Implementation Programs Non-Formula Funded	29,031,744	3,396,295	46,965,068	30,407,538	58,234,720	24,198,011
Planning Studies Formula Funded (RC1)	9,912,334	-	9,133,724	-	11,367,884	-
Interdepartmental Support	174,406	-	-	-	-	-
<b>Total Expenditures:</b>	<b>39,118,484</b>	<b>3,396,295</b>	<b>56,098,792</b>	<b>30,407,538</b>	<b>69,602,604</b>	<b>24,198,011</b>
					<b>86,506,330</b>	<b>93,800,615</b>



**North Central Texas  
Council of Governments**

# WORKFORCE DEVELOPMENT PROGRAM SUMMARY

## MISSION AND GOALS STATEMENT

### **Workforce Solutions for North Central Texas Department Overview**

The North Central Texas Workforce Development Area covers over 10,000 square miles and includes the fourteen counties: Collin, Denton, Ellis, Erath, Hood, Hunt, Johnson, Kaufman, Navarro, Palo Pinto, Parker, Rockwall, Somervell, and Wise. These counties surround Dallas County and Tarrant County and are comprised of the Dallas-Plano-Irving and the Fort Worth-Arlington MSA (per Texas MSA 2014 redefinitions).

Our work is driven by the needs of our business community. Our mission is to advance business-driven talent development strategies that promote economic growth, opportunity and a quality workforce.

Services in the North Central Texas Workforce Development Area include the Workforce Innovations Opportunities Act (WIOA) for Adults, Dislocated Workers and Youth, Employment Services (ES), Choices Program, Supplemental Nutrition Assistance Program Employment & Training (SNAP E&T), Trade Adjustment Act (TAA), Vocational Rehabilitation Services (VRS), Rapid Response Services, Noncustodial Parent (NCP) Choices Program, Veterans Services, Child Care Quality Initiatives and Child Care Services. Additional services may also include those funded through special projects or initiatives.

### **The Workforce Development Board**

The Board consists of 30 members appointed by their elected officials. Because businesses are the driving force within the economy, the Board is comprised largely of private business leaders. However, the Board includes representatives from the other key partners within the workforce system: economic development entities, chambers of commerce, labor, education, and community organizations.

The Workforce Development Board contracts with the North Central Texas Council of Governments to serve as its fiscal agent to provide staff support and administer the day-to-day operations of programs. Workforce Development is responsible for an approximate annual budget of \$70 million. Members of the Workforce Development boards are leaders within their communities and are appointed by the chief elected official of the county in which they reside or operate their business.

### **Performance, Employer and Job Seeker Services**

ResCare Workforce Services operates our 12 Workforce Centers serving the 14 counties in the North Central Texas service area. This includes our joint operating workforce center in Alliance, in partnership with Workforce Solutions for Tarrant County, which focuses on serving the businesses around the Alliance region. Note: In counties where a workforce center is not physically located services are provided on an itinerant basis using our Mobile Workforce Unit (MWU).

The DFW Metroplex is home to the headquarters of 22 Fortune 500 companies and over 174,700 business establishments. From October 1, 2016 to August 30, 2017, the North Central Texas Workforce Area had an average unemployment rate of 3.75%. According to the July 2017 monthly performance report (MPR), of the 38,637 UI claimants that received their initial UI benefit payment and were required to conduct job searches, 24,489 located employment.

Our workforce centers provide services to the entire population which includes unemployed and under-employed individuals seeking a better career or interested in exploring other career options. This year, it is estimated that over 70,000 unique individuals will receive assistance through our workforce centers and we will provide child care services to an estimated 4,800 children every day. The MWU provided on-site services to employers and communities throughout the region serving 1,802 customers.

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 and workforce data, information regarding area education and training programs, and access to WorkInTexas.com, the statewide job matching system which connects job seekers to employers. Additionally, we offer workshops on various subjects from job search techniques to interviewing skills, as well as training for high growth occupations and support services such as child care and transportation.





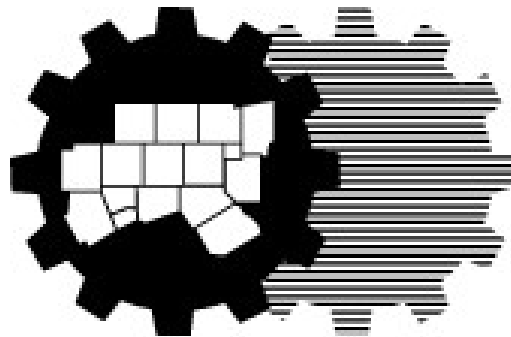
**NCTCOG DEPARTMENTAL BUDGET SUMMARY  
DEPARTMENT: WORKFORCE DEVELOPMENT**

Type of Expenditure	Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018		
	Actual Expenditures	Budget	Budget	Change	Percentage of Operations
<b>COST OF OPERATIONS</b>					
Salaries	2,093,890	2,512,792	2,728,231	215,439	36.54%
Fringe Benefits	869,024	1,098,090	1,246,801	148,711	16.70%
Indirect	509,879	639,126	703,581	64,455	9.42%
Occupancy	181,434	453,696	448,859	( 4,837)	6.01%
Travel	144,179	258,986	225,822	( 33,164)	3.02%
Capital Outlay	17,146	99,250	102,850	3,600	1.38%
Contract Services	336,258	1,765,546	1,367,042	( 398,504)	18.31%
Other	9,590,594	814,238	643,518	( 170,720)	8.62%
<b>Total Cost of Operations</b>	<b>13,742,404</b>	<b>7,641,724</b>	<b>7,466,704</b>	<b>( 175,020)</b>	<b>100.00%</b>
<b>Total Pass-Through</b>	<b>44,761,969</b>	<b>56,595,454</b>	<b>59,568,205</b>	<b>2,972,751</b>	
<b>Total In-Kind</b>	<b>4,121,057</b>	<b>4,043,632</b>	<b>3,069,180</b>	<b>( 974,452)</b>	
<b>Total Expenditures</b>	<b>62,625,430</b>	<b>68,280,810</b>	<b>70,104,089</b>	<b>1,823,279</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	-	-	-	3,069,180	-	3,069,180	70,433,084	-	73,502,264
Administration Department	-	(680,222)	-	-	-	(680,222)	-	-	(680,222)
Research & Information Services Department	-	(2,717,953)	-	-	-	(2,717,953)	-	-	(2,717,953)
<b>Total Available Revenue:</b>	-	<b>(3,398,175)</b>	-	<b>3,069,180</b>	-	<b>(328,995)</b>	<b>70,433,084</b>	-	<b>70,104,089</b>

Program Description	Fiscal Year 2016 Actual			Fiscal Year 2017 Budget			Fiscal Year 2018 Budget		
	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES
Child Care	4,358,780	41,042,706	45,401,486	3,983,717	45,971,241	49,954,958	3,739,211	49,633,707	53,372,918
Workforce Innovations Opportunities Act (WIOA)	6,420,116	4,597,084	11,017,200	2,119,140	7,486,808	9,605,948	2,267,603	6,647,829	8,915,432
Temporary Assistance for Needy Families (TANF)	1,319,507	1,801,394	3,120,901	739,205	2,354,541	3,093,746	778,181	2,271,535	3,049,716
NEG Oil/Gas	-	-	-	183,662	1,633,262	1,816,924	154,967	1,371,865	1,526,832
Trade Adjustment Assistance	480,742	29,751	510,493	2,766	919,857	922,623	13,441	905,934	919,375
Supplemental Nutrition Assistance Program (SNAP)	404,438	654,034	1,058,472	193,628	629,371	822,999	169,955	496,366	666,321
Employment Services	242,309	484,562	726,871	108,939	591,839	700,778	129,602	501,340	630,942
Vocational Rehabilitation	-	-	-	21,023	525,455	546,478	26,842	478,683	505,525
Non-Custodial Parent (NCP) TANF	83,184	97,442	180,626	44,673	244,311	288,984	51,289	234,045	285,334
TWIC Workforce Initiatives	54,441	7,157	61,598	191,128	-	191,128	109,684	8,453	118,137
Texas Veterans Commission	37,596	93,896	131,492	4,366	111,512	115,878	6,452	87,628	94,080
Resource Administration Grant	17,974	-	17,974	19,477	-	19,477	19,477	-	19,477
Department Of Labor H TB Grant	99,893	-	99,893	-	-	-	-	-	-
Industry-Recognized Skills Certification Initiative	95,957	-	95,957	-	64,432	64,432	-	-	-
Local Innovation Partnership Grants	43,876	-	43,876	-	64,308	64,308	-	-	-
High Growth In Demand Job Training	31,258	75,000	106,258	-	42,149	42,149	-	-	-
Long Term Unemployment	52,333	-	52,333	-	-	-	-	-	-
Business Service Award	-	-	-	30,000	-	30,000	-	-	-
<b>Total Expenditures:</b>	<b>13,742,404</b>	<b>48,883,026</b>	<b>62,625,430</b>	<b>7,641,724</b>	<b>60,639,086</b>	<b>68,280,810</b>	<b>7,466,704</b>	<b>62,637,385</b>	<b>70,104,089</b>



**North Central Texas  
Council of Governments**

## **EMERGENCY PREPAREDNESS PROGRAM SUMMARY**

### **MISSION AND GOALS STATEMENT**

The primary mission of the Emergency Preparedness Department is to enhance lasting partnerships and proactive emergency preparedness initiatives through advocacy, communication and collaboration.

### **HOMELAND SECURITY FUNDING FOR THE NORTH CENTRAL TEXAS REGION**

In FY 2017, the region will receive \$14,802,000 for the Urban Area Security Initiative (UASI) from the U.S. Department of Homeland Security to be expended between September 1, 2017 and August 30, 2020. At least 25% of the funding award must be dedicated toward law enforcement activities for a total of \$3,700,500. Once funds are received, allocations are awarded to regional projects, the three UASI core cities (Dallas, Fort Worth, and Arlington), four metro counties (Collin, Dallas, Denton, and Tarrant), and jurisdictions with a population of 100,000 within those counties. The Urban Area Working Group utilizes regional working groups comprised of subject matter experts representing various disciplines to review discipline specific information and projects. The regional working groups include Training & Exercise, Explosive Ordinance Disposal, Urban Search and Rescue, Hazardous Materials, Special Weapons and Tactics, Citizen Corps Programs, Public Education, Fusion Center, Interoperable Communications, Public Information, Emergency Management, and Public Works Emergency Response Group.

Additionally, the region anticipates receiving \$1,841,970 for the FY 2017 State Homeland Security Program (SHSP) grant from the U.S. Department of Homeland Security through the Governor's Office of the State of Texas. These funds will be expended between September 1, 2017 and August 30, 2020. At least 25% of the award must be dedicated toward law enforcement activities for a total of \$460,492.55. Funding from the FY2017 SHSP Grant supports the implementation of State Homeland Security Strategies to address the capability targets established in the regional Threat and Hazard Identification and Risk Assessment (THIRA). The Regional Emergency Preparedness Advisory Committee (REPAC) utilized the regional working groups to create and submit projects to benefit the region. These projects will close capability gaps and build new capabilities by enhancing citizen preparedness in disaster events, providing equipment and training to regional special response teams, and funding regional full-scale training and exercises. As a result of the funded projects, the capacity of local governments throughout the region to prevent, protect against, mitigate, respond to, and recover from a terrorist incident or other catastrophic event will be greatly enhanced.

### **TRAINING AND EXERCISE**

The North Central Texas Council of Governments' Emergency Preparedness Department is in the process of planning several trainings and exercises for 2018. The intent of these trainings and exercises is to build the region's response capabilities in several specialized functions, including hazardous materials, urban search and rescue, explosive ordinance devices, strategic weapons and tactics, public works, emergency management, and others. The primary goal of the exercises is to increase proficiency levels within the Core Capabilities, and identify additional capability gaps. To meet training needs identified in previous exercises, and through working group analysis, the EP Department will facilitate ongoing trainings throughout 2018.

### **MITIGATION**

The Emergency Preparedness Department has received \$7,352,000 in mitigation project awards to date for the North Central Texas Safe Room Rebate Program, and anticipates a \$502,000 award for the program in 2018. The Rebate Program has resulted in 990 safe room installations in the region through FY2017; NCTCOG will continue to provide rebates on a first come, first served basis as funds allow.

For 2018 mitigation planning, the Emergency Preparedness Department received a \$352,000 award to update the Tarrant County multijurisdictional hazard mitigation plan. The Department has applied for additional hazard mitigation funds to begin updates on five other NCT county multi-jurisdiction hazard mitigation plans in 2018.

### **COLLABORATIVE ADAPTIVE SENSING OF THE ATMOSPHERE (CASAWX)**

North Central Texas Council of Governments (NCTCOG) Emergency Preparedness Department is continuing to coordinate the Collaborative Adaptive Sensing of the Atmosphere (CASA WX) project.

The Emergency Preparedness Department anticipates it will receive approximately \$250,000 in CASA WX Program member dues for FY2018. CASA WX Membership dues are used to fund the operations of the CASA radar network as well as overarching organizational support. Organizational support includes coordination of the CASA WX Executive Council and collaboration with the CASA researchers at the University of Massachusetts and engineers at Colorado State University. Using the CASA WX program member dues, NCTCOG will contract with the CASA WX partners for installation and operation of the CASA WX radars.

### **LOCAL PROGRAM**

The Emergency Preparedness Department anticipates it will receive approximately \$430,000 in Regional Emergency Preparedness Program member dues for FY2018. The Program is one of the largest and most effective emergency preparedness efforts in the United States. It facilitates collaborative planning, projects and programs that help to build both local and regional capabilities, which in turn enhance the protection of our North Central Texas populations and critical infrastructure. Member dues are used to fund a diverse variety of services aimed at creating a stronger, safer region through lasting partnerships and proactive emergency preparedness initiatives. The overarching expense from this funding stream is organizational support. Deliverables are intended to embrace the needs of a wide spectrum of disciplines associated with emergency preparedness and management, including public service, police, fire, emergency management, public works, transportation, special districts, and others. FY2018 Regional Emergency Preparedness Program dues will help address ever changing regional needs, facilitate regional meetings to seek collaborative solutions to common issues, support information technology to better enhance the safety of our region, and allow the Department to remain fluid in our response to emergency management needs. In FY2017, member dues supported the work of over 20 specialized regional working groups, an Integrated Warning Team (IWT) workshop in conjunction with the National Weather Service, planning for the Big X regional exercise, numerous regional meetings, and ongoing collaborative emergency preparedness efforts.

FY2018 member dues will continue to support identified regional emergency preparedness goals, bring information and training to meet regional needs, and support standard functions such as regional trainings, exercise support, working group facilitation, grant assistance and management, project facilitation and support; and advocacy services when appropriate. As a result, of member support and the economy of scale brought about through regional efforts, the Emergency Preparedness Department is able provide these and other identified services, and accomplish regional goals and objectives that could not otherwise be met.

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

Position Title	Grade	Full Time		
		2016	2017	2018
Director of Emergency Preparedness	B-32	1	1	1
Emergency Preparedness Manager	B-28	1	1	1
Emergency Preparedness Supervisor	B-25	-	1	1
Senior Emergency Preparedness Specialist	B-23	1	2	2
Emergency Preparedness Spec	B-21	7	5	3
Emergency Preparedness Program Assistant II	B-18	-	-	2
Emergency Preparedness Program Assistant	B-17	-	-	1
Administrative Assistant	A-15	1	1	1
<b>Totals</b>		<b>11</b>	<b>11</b>	<b>12</b>

Position Title	Grade	Temporary / Part Time		
		2016	2017	2018
Emergency Preparedness Specialist	B-21	-	-	1
Administrative Assistant	A-15	1	-	-
Intern	A-09	1	1	2
<b>Totals</b>		<b>2</b>	<b>1</b>	<b>3</b>

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

Type of Expenditure	Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018		
	Actual Expenditures	Budget	Budget	Change	Percentage of Operations
<b>COST OF OPERATIONS</b>					
Salaries	509,485	596,069	695,811	99,742	16.99%
Fringe Benefits	216,942	260,482	304,978	44,496	7.45%
Indirect	125,009	151,610	177,140	25,530	4.33%
Occupancy	53,091	52,812	52,812	-	1.29%
Travel	89,589	80,000	100,000	20,000	2.44%
Capital Outlay	9,895	-	-	-	-
Contract Services	558,202	1,619,832	1,774,230	154,398	43.33%
Other	1,464,692	1,572,235	989,850	(582,385)	24.17%
<b>Total Cost of Operations</b>	<b>3,026,905</b>	<b>4,333,040</b>	<b>4,094,821</b>	<b>(238,219)</b>	<b>100.00%</b>
<b>Total Pass-Through</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Total In-Kind</b>	<b>893,480</b>	<b>1,225,696</b>	<b>674,732</b>	<b>(550,964)</b>	
<b>Total Expenditures</b>	<b>3,920,385</b>	<b>5,558,736</b>	<b>4,769,553</b>	<b>(789,183)</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
Office of the Governor (OOG - HSGP)	-	-	-	-	-	-	2,349,921	-	2,349,921
Texas Department of Public Safety (TDEM - Mitigation)	-	-	-	674,732	-	674,732	1,242,000	-	1,916,732
Local Contributions - (Membership & CASA)	-	-	-	-	680,000	680,000	-	-	680,000
Research & Informations Services Department	-	(62,100)	-	-	-	(62,100)	-	-	(62,100)
Administration Department	-	(115,000)	-	-	-	(115,000)	-	-	(115,000)
<b>Total Available Revenue:</b>	-	<b>(177,100)</b>	-	<b>674,732</b>	<b>680,000</b>	<b>1,177,632</b>	<b>3,591,921</b>	-	<b>4,769,553</b>

Program Description	Fiscal Year 2016 Actual			Fiscal Year 2017 Budget			Fiscal Year 2018 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)	1,219,356	-	1,219,356	1,533,652	-	1,533,652	1,871,207	-	1,871,207
Safe Room Rebate	846,761	801,691	1,648,452	1,718,746	1,137,696	2,856,442	374,901	493,732	868,633
Hazard Mitigation Program	55,525	78,061	133,586	281,928	88,000	369,928	426,000	89,500	515,500
Urban Area Security Initiative (UASI)	192,035	-	192,035	148,714	-	148,714	478,713	-	478,713
Pre Disaster Mitigation	54,896	13,728	68,624	-	-	-	264,000	91,500	355,500
Emergency Preparedness Local Projects	606,240	-	606,240	400,000	-	400,000	430,000	-	430,000
CASA WX (Local)	-	-	-	250,000	-	250,000	250,000	-	250,000
DSHS	-	-	-	-	-	-	-	-	-
Public Health Emergency Preparedness (PHEP)	52,092	-	52,092	-	-	-	-	-	-
<b>Total Expenditures:</b>	<b>3,026,905</b>	<b>893,480</b>	<b>3,920,385</b>	<b>4,333,040</b>	<b>1,225,696</b>	<b>5,558,736</b>	<b>4,094,821</b>	<b>674,732</b>	<b>4,769,553</b>



## **PUBLIC EMPLOYEE BENEFITS COOPERATIVE PROGRAM SUMMARY**

### **MISSION AND GOALS STATEMENT**

The Public Employee Benefits Cooperative (PEBC) was created in 1998. Faced with rapidly increasing medical costs, Dallas and Tarrant counties banded together to form a regional cooperative program, called the Public Employee Benefits Cooperative of North Texas (PEBC), to help generate savings in its employee health-benefits program. One year later, the North Texas Tollway Authority joined the PEBC. Denton County joined the PEBC effective January 1, 2003 and Parker County joined on January 1, 2010.

The member governments of the PEBC are dedicated to providing choice, flexibility and value as it strives to manage costs of health care. On behalf of its member governments, the PEBC works diligently to keep benefit costs affordable.

The PEBC is successful in reducing plan costs and improving benefit and service levels for its member groups by standardizing processes and centralizing management and administration of all PEBC plans. The organization has created a common plan design for all health benefits, to which all PEBC member groups must subscribe.

On behalf of its member governments, the PEBC provides many services, including the joint purchase of employee benefits and a cost effective, centralized administration. With current economic conditions and the rapidly rising cost of health care, benefits of PEBC membership are even more valuable today.

**NCTCOG DEPARTMENTAL STAFFING SUMMARY**  
**DEPARTMENT: PUBLIC EMPLOYEE BENEFITS COOPERATIVE**

Position Title	Grade	Full Time		
		2016	2017	2018
Executive Director of Public Employee Benefits Cooperative	B-32	1	1	1
Assistant Director of Public Employee Benefits Cooperative	B-29	1	1	1
Manager of Data Integrity	B-26	1	1	1
Senior Plan Specialist	B-21	1	1	1
Plan Specialist	B-19	1	1	1
<b>Totals</b>		<b>5</b>	<b>5</b>	<b>5</b>

**NCTCOG DEPARTMENTAL BUDGET SUMMARY**  
**DEPARTMENT: PUBLIC EMPLOYEE BENEFITS COOPERATIVE**

Type of Expenditure	Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018		Percentage of Operations
	Actual Expenditures	Budget	Budget	Change	
<b>COST OF OPERATIONS</b>					
Salaries	372,518	415,307	423,744	8,437	31.79%
Fringe Benefits	159,033	181,489	193,651	12,162	14.53%
Indirect	91,473	105,633	109,279	3,646	8.20%
Occupancy	42,418	42,195	42,193	(2)	3.17%
Travel	510	10,500	10,500	-	0.79%
Capital Outlay	-	-	-	-	-
Contract Services	544,749	212,113	257,834	45,721	19.34%
Other	259,006	286,785	295,820	9,035	22.19%
<b>Total Cost of Operations</b>	<b>1,469,707</b>	<b>1,254,022</b>	<b>1,333,021</b>	<b>78,999</b>	<b>100.00%</b>
<b>Total Pass-Through</b>	-	-	-	-	
<b>Total In-Kind</b>	-	-	-	-	
<b>Total Expenditures</b>	<b>1,469,707</b>	<b>1,254,022</b>	<b>1,333,021</b>	<b>78,999</b>	

NCTCOG DEPARTMENTAL FUNDING SUMMARY										
DEPARTMENT: PUBLIC EMPLOYEE BENEFITS COOPERATIVE										
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	
Public Employees Benefit Cooperative Research & Information Services Department	-	(279,125)	-	-	1,612,146	1,612,146	-	-	1,612,146	(279,125)
<b>Total Available Revenue:</b>	-	(279,125)	-	-	1,612,146	1,333,021	-	-	1,333,021	
Fiscal Year 2016 Actual										
Program Description	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES	
Public Employees Benefit Cooperative	1,469,707	-	1,469,707	1,254,022	-	1,254,022	1,333,021	-	1,333,021	
<b>Total Expenditures:</b>	1,469,707	-	1,469,707	1,254,022	-	1,254,022	1,333,021	-	1,333,021	
Fiscal Year 2017 Budget										
Program Description	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES	
Public Employees Benefit Cooperative	1,469,707	-	1,469,707	1,254,022	-	1,254,022	1,333,021	-	1,333,021	
<b>Total Expenditures:</b>	1,469,707	-	1,469,707	1,254,022	-	1,254,022	1,333,021	-	1,333,021	
Fiscal Year 2018 Budget										
Program Description	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES	Operations	Pass - Through / In-Kind	TOTAL EXPENDITURES	
Public Employees Benefit Cooperative	1,469,707	-	1,469,707	1,254,022	-	1,254,022	1,333,021	-	1,333,021	
<b>Total Expenditures:</b>	1,469,707	-	1,469,707	1,254,022	-	1,254,022	1,333,021	-	1,333,021	