

# TRIANGLE J COUNCIL OF GOVERNMENTS



Budget  
2008-2009



# Triangle J Council of Governments

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Research Triangle Park  
North Carolina



## FY 2008-2009 Budget

4307 Emperor Blvd., Suite 110, Durham, N.C. 27703  
Post Office Box 12276, Research Triangle Park, N.C. 27709

Triangle J Council of Governments  
Mission Statement

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*To serve as an intergovernmental organization for local elected officials that works proactively on regional issues in order to sustain and improve the quality of life for our citizens.*



# *Triangle J Council of Governments*

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## **FY 2008-2009 Budget**

The annual operating budget for the Triangle J Council of Governments beginning July 1, 2008 and ending on June 30, 2009 is set forth herein. The enclosed budget for the coming fiscal year is accompanied by supporting materials and documents. The budget message represents the Executive Director's review of major budgetary highlights while the overall budget has been recommended for approval to the Triangle J Board of Delegates by the Council's Budget Committee and its Executive Committee.

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Adoption of the FY 2008-2009 Budget for the Triangle J Council of Governments has been accomplished in full compliance with all applicable provisions of the North Carolina Local Government Budget and Fiscal Control Act. Copies of the budget are available for public inspection in the Office of the Executive Director at 4307 Emperor Boulevard, Suite 110, Durham, North Carolina, or by writing to Post Office Box 12276, Research Triangle Park, North Carolina 27709.



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# TRIANGLE J COUNCIL OF GOVERNMENTS

## 2007-2008 Officers

Barry Jacobs, Chair  
Thomas Crowder, 1st Vice-Chair  
Mike Cross, 2nd Vice-Chair  
Eugene Brown, Secretary/Treasurer

### DELEGATE

\*Mike Cross  
Vacant  
\*Pam Baldwin  
\*Ellen Reckhow  
\*Eugene Brown  
\*Jeffrey Carver  
William Massengill  
Alex Harding  
Herbert Hales, II  
\*Donald Rains  
Charles Hester  
Vic Ogburn  
\*Linda Shook  
Tommy Beal  
\*Cornelia Olive  
Tim Lea  
\*Shelia Edmonds  
\*Barry Jacobs  
John Herrera  
Ed Harrison  
\*Frances Dancy  
\*Harold Webb  
Bryan Gossage  
Jennifer Robinson  
Jeff Wells  
Ronnie Williams  
Vinnie DeBenedetto  
Terry Gleason  
Pete Martin  
\*Thomas Crowder  
Ronnie Currin  
Chris Kaeberlein  
Harold Broadwell  
Curtis Strickland

### JURISDICTION

Chatham County  
Goldston  
Pittsboro  
Durham County  
Durham City  
Johnston County  
Benson  
Clayton  
Kenly  
Princeton  
Selma  
Smithfield  
Lee County  
Broadway  
Sanford  
Moore County  
Cameron  
Orange County  
Carrboro  
Chapel Hill  
Hillsborough  
Wake County  
Apex  
Cary  
Fuquay-Varina  
Garner  
Holly Springs  
Knightdale  
Morrisville  
Raleigh  
Rolesville  
Wake Forest  
Wendell  
Zebulon

\* Executive Committee



# TRIANGLE J COUNCIL OF GOVERNMENTS

## Research Triangle Park North Carolina

### Triangle J Staff

| Name               | Title                                     | Phone #  | Email                 |
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| Sarah Bruce        | UNRBA Director                            | 558-9343 | sbruce@tjcog.org      |
| Mary Jane Chapman  | Office Manager                            | 558-9393 | maryc@tjcog.org       |
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| Dee Freeman        | Executive Director                        | 558-9395 | deefree@tjcog.org     |
| Linda Grimm        | Aging Program and Website Specialist      | 558-9342 | lindagrimm@nc.rr.com  |
| John Hodges-Copple | Regional Planning Director                | 558-9320 | johnhc@tjcog.org      |
| Sharon Johnson     | Waste Reduction Partners Manager          | 558-2702 | sjohnson@tjcog.org    |
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| Joan Pellettier    | AAA Director                              | 558-9398 | jpellettier@tjcog.org |
| Heather Saunders   | Water Resources Planner                   | 558-9319 | hsaunders@tjcog.org   |
| Pat Strong         | Transportation Planner                    | 558-9402 | pstrong@tjcog.org     |
| Katie Tanzy        | Area Agency Program Associate             | 558-2711 | ktanzy@tjcog.org      |
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| Judy Weller        | Assistant Finance Director                | 558-9321 | jweller@tjcog.org     |

#### Agency/Program

Triangle J Council of Governments  
Triangle Air Quality Partnership  
Area Agency on Aging  
Triangle Area RPO  
Best Workplaces for Commuters  
Clean Cities Coalition  
Clean Water Education Partnership  
Full Circle of Care  
Upper Neuse River Basin Association

#### Website

www.tjcog.dst.nc.us  
www.triangleair.org  
www.tjaaa.org  
www.tarpo.org  
www.triangebwc.org  
www.trianglecleancities.org  
www.nccwep.org  
www.fullcirlcecare.org  
www.unrba.org





World  
Class  
Region

## TRIANGLE J COUNCIL OF GOVERNMENTS

4307 Emperor Blvd., Suite 110, Durham, NC 27703  
PO Box 12276, Research Triangle Park, NC 27709  
TEL 919.549.0551 FAX 919.549.9390

April 23, 2008

### MEMORANDUM

TO: Triangle J Executive Committee and Board of Delegates

FROM: Dee Freeman, Executive Director

SUBJECT: FY 2008-09 Budget Message

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Presented herein for your review, consideration and approval is the budget for the Triangle J Council of Governments for the Fiscal Year beginning on July 1, 2008 and ending June 30, 2009. In accordance with requirements of the North Carolina Local Government Budget and Fiscal Control Act, the budget must be approved on or before July 1st or an interim budget must be enacted until such time as a budget resolution is adopted. The budget hearing for the coming fiscal year has been scheduled for 6:30 PM on Wednesday, May 28, 2008 in the large conference room here at Triangle J, 4307 Emperor Blvd., Suite 110, Durham, North Carolina. Notice of the budget hearing will be published in compliance with statutory requirements, and the budget document will be made available to the public and all news media in accordance with law.

#### General Comments and Observations

- The Development and Infrastructure Partnership initiative will be the principal special feature of the budget for the coming year. The D&I Partnership, you will recall, is one of two strategic initiatives for Triangle J's future that have been approved by the Board of Delegates. These strategies attempt to confront development and infrastructure issues within the region in the form of the D&I initiative, while intensifying existing legislative initiatives that fund important regional programs through participation in legislative proposals offered by the Joint Regional Forum and the Regional Council Directors Association. More will follow within these budget notes on the D&I and Triangle J's legislative initiatives.
- The economy in North Carolina over the past year appears to have again remained stable enough to permit Triangle J's member governments a reasonably good budget year, along with an extended opportunity for the state to complete its recovery from the fiscal crisis of recent years. While the economy in North Carolina appears to be in stable condition, the overall national economy seems to be moving toward recession. There are numerous states around the country facing significant budget short falls and fiscal dilemmas that are causing serious program cuts and budget reductions in those states. The housing and mortgage market are at the heart of the recession, along with disturbing



escalations of energy costs – particularly in the price of oil and gasoline. The April revenue forecasts from the state will be very instructive as the state plans to meet its budget challenges for the next biennium. As usual, the state’s budget and fiscal issues warrant close attention and continued monitoring; however, the overall forecast is otherwise reasonably positive at this point in time.

- Accordingly, the budget proposed for Triangle J in the upcoming fiscal year is balanced and appears to be positioned to move the organization forward positively. As noted above, the Development and Infrastructure (D&I) initiative is a key element for the budget this year in making this position much more favorable than in previous years. The majority of Triangle J’s budget is found within the Aging Program, Water Resources, the RPO, and a few other program elements.

### Budget Parameters and Assumptions

To meet budget requirements for FY 2008-09 the budget has been initially drafted with certain basic programmatic assumptions regarding the amount of revenues needed to balance with the expenditures anticipated for the many functional areas of Triangle J’s operations. These assumptions include:

1. No change or increase in dues is contemplated. Implementation of the fiscal strategies heretofore identified by the Officers and approved by the Board of Delegates will continue.
2. Local matches for the Aging Program will continue based on existing formulas, while Triangle J’s Home and Community Care Block Grant is expected to be renewed by the N.C. Division of Aging at existing funding levels. Triangle J’s new Disabled Elderly Emergency Management (DEEM) program is included in the budget to run through September when it is scheduled to end.
3. Meanwhile, the budget is predicated again this year on continuing activities associated with a variety of existing programs, along with the ever-present unexpected project opportunities that always seem to appear. It is noted that many existing Planning Department program elements are now integrated with the D&I Partnership. These include the Center of the Region Enterprise (CORE) Program, the Triangle Land Use & Air Quality Program, the Rural Transportation Planning Organization (RPO), and Triangle J’s Smart Growth Education & Technical Assistance activities.
4. Triangle J’s collaborations with the two area MPO’s and the Triangle Transit Authority (TTA) – now “Triangle Transit” – are again especially important. During FY 2007-08 Triangle J provided assistance to the area’s MPO’s for the continued development of a Regional Transit Plan in support of their Special Transit Advisory Committee (STAC). You will recall that this effort has resulted in the undertaking of the “Regional Transit Infrastructure Blueprint – Technical Analysis” and is again included as a project in the Planning Department as a part of the D&I Partnership.
5. The Triangle Area RPO remains a recurring part of Triangle J’s budget and is included for FY 2008-09; however, as a program element integrated with D&I as mentioned above. The “Triangle Seamless Transportation” initiative is again included within the budget – formerly the “Triangle Regional Public Transportation Project” (Regional Bus System Study). In addition, the Triangle J “Community Transportation Systems Study” for Triangle area counties is again in next year’s budget, in conjunction with the N.C. Department of Transportation. It is unclear at this point in time when the Community Transportation study will conclude.

6. Triangle J's Area Agency on Aging continues to constitute the largest single element of the budget, providing services for caregivers, ombudsmen, senior centers, and a variety of other support activities for seniors. As usual, budgeting for the Aging Program includes major budget "pass thrus" to Triangle J's county governments for their respective county aging programs. No major changes in this program are anticipated.
7. Other ongoing programs and projects reflected in the budget include Triangle J's Cable Consortium, Workplace Safety, Jordan Lake Water Quality Monitoring, the Upper Neuse River Basin Association, the Falls Lake Nutrient Management Study, Clean Water Education, administration of Foreign Trade Zone #93, and more. The Triangle Cable Consortium continues its efforts to address the transition from a system of local cable and video franchises to a state-based franchised system.
8. This year there is a change in Triangle J's Sustainable Energy division of the Planning Department. The budget for Sustainable Energy will continue to include the Clean Cities Program; however, the Best Workplaces for Commuters (BWC) program has been moved to Triangle Transit, while Triangle J now administers the Traffic Demand Management (TDM) Program. The N.C. Department of Transportation and the federal government fund these projects. The Triangle GreenPrint Project again continues to be identified in the budget as a part of the Planning Department's "Land Use" activities under Development and Infrastructure.
9. The federal government continues to alter and revise its funding of Homeland Security programs. In fact the Department of Homeland Security still advocates a regional approach, although it is steadily moving toward direct grant awards as entitlement funding to local governments. It is, therefore, unclear what future Triangle J's Regional Emergency Preparedness, or Homeland Security, projects will have in the coming year. A small placeholder appropriation is included in the budget for Homeland Security until this matter either matures, or it is clear no program is possible at the regional level.
10. You will recall that Triangle J, from time to time on a fee for service basis, is called upon for services not necessarily reflected in the budget. During the current fiscal year, Triangle J has provided technical services to Chatham County for its Corridor Task Force and a new Subdivision Ordinance, Pittsboro for a new Comprehensive Plan, along with other small projects to other member governments. There are similar projects that may become a part of the budget next year as circumstances warrant; however, at present there are no identified projects that are included within this budget. Paul Black of the Planning Department continues to out-perform the development of technical assistance contracts, and can be expected to seek out and engage these types of undertakings again next year. As actual contracts are approved and executed the budget will be offered for amendment to specify particular undertakings.
11. At the time of the preparation of these budget notes Blue Cross Blue Shield (BCBS) of North Carolina had not yet notified Triangle J regarding expected rate changes for next year. Accordingly, as the budget process proceeds amounts are included in the budget at slightly increased levels in an effort to adequately anticipate group hospitalization and health care costs. It is anticipated Triangle J's participation in its BCBSNC's "Blue Options" program will continue.

## Overall Budget Proposal and Related Data

- The overall budget as initially drafted for FY 2008-09 stands at \$11,636,477 or, an increase of 9.5% above Triangle J's current \$10,576,793 budget. The change in the proposed budget over the current year primarily reflects a number of routine budget considerations, with funding of the Aging Program and its pass-thru payments to counties constituting the majority of this increase. Other various project expenses expected for the coming year, along with customary increases in operating expenses, comprise the remainder of the change.
- The operating budget (the total less pass-thrus) stands at \$3,466,629. This number is up by 0.3% over the current year operating budget of \$3,456,051 adjusted through February 2008. The increase in operating budget is due primarily to customary and ordinary expenses, and tracks the increased expenses attributable to the Aging Program. It is also noted that this year the budget includes a new Clean Cities program – the “Ethanol Biodeisel Infrastructure Federal Grant Program” – that includes over \$581,000 in pass thrus. Consequently, the operating budget for FY 2008-09 represents the total budget, less pass thrus from Aging and Clean Cities.
- In planning for wage and salary increases, you will recall that budgeting procedures for Triangle J requires the use of survey results from six specific local governments in determining wage and salary recommendations for the budget. These include Apex, Clayton, Carrboro, Chatham County, Durham County, and Wake County. Responses to the survey are incomplete and pending at the time of the preparation of this report; however, initial results should be forthcoming within the next few weeks. The Consumer Price Index (CPI) for the period is over 4.2%.
- In light of the anticipated results of the wage and salary survey, along with the current CPI, a market adjustment in salary of 3.0% has been included. Merit pay is also again recommended for FY 2008-09 at the same rate currently in use; accordingly, merit pay may be awarded from 0% up to 3%, dependent upon performance evaluation. Due to the varying anniversary dates when merit pay is awarded throughout the year, the budget again anticipates an average 2% overall cost in appropriations for merit expenses.

Inasmuch, the budget includes a total 5.0% increase in wage and salary costs. Each 1% of Triangle J's payroll under the FY 2008-09 appropriations now amounts to about \$16,000; of this amount local dollars account for 40% of this sum (@ \$6,400) with the remaining dollars attributable to outside funding sources, mostly grants. Triangle J's total payroll for FY 2008-09 will be \$1.68 million, and Triangle J's Merit Pay Schedule will be as follows:

### FY 2008-09 Merit Pay Schedule

| <u>Ratings</u>           | <u>Increase</u> |
|--------------------------|-----------------|
| Fails to meet basic      | No Increase     |
| Meets basic requirements | 1%              |
| Consistently competent   | 2%              |
| Outstanding              | 3%              |



- Triangle J last updated its Classification & Pay Plan in 1999, along with its Personnel Policy. It is time to once more update and renew these documents to assure that Triangle J is keeping its wage, salary and personnel system up to date. Accordingly, funds have been budgeted herein to conduct a “Pay and Class” study for Triangle J in an effort to refresh these documents. It is the opinion of the Finance Director and Executive Director that the organization has basically maintained its pay schedules and personnel policy in good stead since 1999; regardless, it is only prudent to review this information objectively to reaffirm and make adjustments as may be appropriate.
- Triangle J affords health insurance benefits for qualifying retired employees according to its policy adopted in 1998. This policy essentially continues coverage for retired employees up to age 65 when the retiree qualifies for Medicare, at which time Triangle J then provides a Medicare Supplement. As you may be aware there are multiple supplements in the Medicare System and Triangle J’s policy is silent as to the level of coverage Triangle J will provide in the form of a supplement. With the adoption of this budget, Triangle J’s policy on retiree health care coverage will be amended to provide that Triangle J will provide “Plan F” level coverage, or its equivalent, to qualifying retired employees. Medicare currently offers plans from A-J and Plan F is a mid-level benefit. It is important to identify which level of supplemental coverage Triangle J will provide in order that the administration of insurance benefits may be uniform and fair.
- The budget for next year maintains Triangle J’s 401(k) Supplemental Retirement Plan benefit; therefore, the budget includes appropriations for 401(k) contributions at 5% of salary in FY 2008-09.
- The budget includes dues revenue from all seven counties and the twenty-seven municipal members. At the time of preparation of these comments, there were no new members anticipated for the coming year; although, there remain some possibilities of towns and villages in Moore County that could become members. Dues for FY 2008-09 will, therefore, include adjustments only for the customary effects of increased population as governed by Triangle J’s Bylaws.
- In light of the fact that Triangle J will be renewing its Classification and Pay Plan in FY 2008-09, organizational changes anticipated in the upcoming budget will be deferred in favor of the Classification and Pay Plan update. Some organizational changes were anticipated for FY 2008-09, and a few requests were received for grade changes this year. Regardless, it is appropriate to defer these revisions until the plan update is completed. Following completion of this work, all revisions and updates will come to the board for follow up and appropriate action.
- Budgeted contingency is approximately \$16,000. Ideally, this amount should be roughly equivalent to 5% of the operational budget of the Council, or a minimum of 2.5%; i.e., @ \$100,000.
- Triangle J’s fund balance at June 30, 2007 was \$616,334 with \$521,294 available for unrestricted use – essentially the amounts forecast in the FY 2007-08 budget. At July 1<sup>st</sup> of 2008 it is estimated the unrestricted fund balance will be about \$492,000 following the allocation of initial funding for a self-sustaining Grant Writer position. The projected fund balance at July 1, 2008 continues to include approximately \$70,000 in savings from Triangle J’s new lease at Yorkshire Place. Triangle J has for another year avoided initial application of these savings to its lease expenses; accordingly, these dollars will once again be tracked and reserved for this purpose. Inasmuch, the available fund balance, for comparative budget purposes, is effectively \$422,000. This amount represents a fund balance of 12.2% on an operating budget of \$3.47 million as compared to last year’s forecast of 14.6%. The percentage estimates are lower considering the use of fund balance dollars to complete Triangle J’s investment in

the new Grant Writer position. Efforts will be continued to achieve Triangle J's goal to improve the financial position of the Council by moving to its maximum 20% fund balance set forth in current policy. Meanwhile, the matter of purchasing new computer software for Triangle J's finance department continues to remain an outstanding expense expected to be funded from fund balance.

- Fee schedules are continually being adjusted administratively to reflect accurate costs to TJCOG. Triangle J charges discounted fees to member local governments, a full fee to non-member governmental entities, and a premium fee to non-governmental entities.
- The Development & Infrastructure Partnership is one of two primary strategies developed by Triangle J's Officers and approved by the Board of Delegates designed to address policy and fiscal issues. This particular strategy, along with Triangle J's legislative initiatives, is a new effort to target one of the most important challenges confronting the region. The extraordinary infrastructure needs of a growing region linked to the development issues associated with such growth is that challenge. Triangle J initiated its D&I initiative FY 2007-08 to assure that infrastructure planning within the region is integrated on a regional basis and takes into consideration the experience, knowledge and creativity of the public, private and institutional partners that are envisioned as stakeholders in this important process. The initiative is a 3-5 year effort to bring together the member communities of Triangle J to work on long-term strategies for development and conservation of land, infrastructure to support development, and to improve mobility.
- In addition to the policy strategy represented by the D&I initiative, Triangle J will actively continue its pursuit of a legislative strategy to secure stable and reliable funding for the Council. These legislative efforts produced some minor success in the 2007 Session of the legislature to increase Triangle J's Division of Community Assistance (DCA) funding that comes through the N.C. Department of Commerce. DCA funding was increased by the one-time amount of \$10,000 while the DCA based funding (\$48,950/year) was maintained in the state's recurring budget. Maintaining the base funding actually was a significant success in that most non-state agency funding was reduced, eliminated and/or moved to a non-recurring status. In addition, Triangle J will continue to partner with the N.C. Association of Regional Council Directors and the state's other regional councils to secure state appropriations for Water Resource Programs and Aging funds – particularly in light of the current drought and a growing elder population. In the 2007 legislative session no monies were received for water resources and a small increase was approved for Aging. There are no assurances additional monies for water and aging will be available in the coming budget year; hence, same are not included in the FY 2008-09 Budget. Nonetheless, Triangle J will again intensify its activity and efforts to secure this funding to provide the long-term planning capacity these bills could afford for regional planning, water resources, and added funding for our Area Agency on Aging.
- The Council's "free hours" policy is provided on by a case-by-case basis relative to the availability of funds. This approach to the administration of this member benefit will continue into next year, and, should conditions arise that require a change in this position, the issue may be revisited during the year.
- Contract work at Triangle J remains an important part of assuring that available grant awards match program-staffing needs. Nonetheless, efforts will continue to limit this practice due to its counter productive fiscal impact on meeting basic costs for the Council in undertaking certain projects and programs. Triangle J will continue to move away from this type of project engagement as a matter of administrative practice.



- Triangle J currently has budget authorization for 27.7 Full-Time Equivalent positions for the organization. Expected staffing levels for FY 2008-09 are anticipated to require 27.6 FTE's.
- The grant writer position at Triangle J is in process of recruitment following approval of the appropriate budget amendment enacted by the board in February of this year. The grant writer position will be charged with finding new projects and seeking revenue streams to support new programs at Triangle J, with funding for the start-up of this position coming from fund balance. As an investment in finding new revenue sources for the organization, this position is additionally to be charged with assisting member local governments with grant opportunities on a fee basis. Funding for this position is designated for one year only and must be sustained thereafter by way of the new revenue streams generated by the grant writers' work; hence, the one time funding for FY 2007-08 will be carried over into FY 2008-09 to complete this investment.
- The Budget Schedule for FY 2008-09 is as follows:
  1. Internal consultation in October-December 2007
  2. Project Managers submit budget requests – January/February 2008
  3. First draft of proposed budget completed – February/March
  4. Executive Director finalizes budget draft and prepares fiscal notes – March
  5. Budget Committee meets and addresses budget draft – March/April
  6. Executive Committee receives Budget Committee report and approves budget recommendations for the Board of Delegates – April
  7. Notify local government members of anticipated dues/fees – April
  8. Budget hearing and budget approval by Board of Delegates – May (schedule budget hearing and attend to appropriate legal notices)
- Items that are addressed in final budget document:
  1. Work Plans from Project Managers, et al,
  2. Line Item Budget
  3. Budget Message
  4. Budget Resolution
  5. Summaries and Charts
  6. Dues Schedule (updated population estimates)
  7. Pay Plan Adjustment Memorandum Update
  8. Indirect Cost Budget
  9. Personnel Allocation Chart
  10. Total Payroll is @ \$1.68 Million

Budget preparation for Triangle J has been promising and very interesting as we see a number of programs and initiatives begin to bear fruit and move forward. The hard work of Triangle J's officers and the leadership of the Board of Delegates are acknowledged in providing for the strategic efforts manifest in the D&I and legislative initiatives. These actions are leading this organization into very constructive advances for the region in infrastructure planning, the development processes, and investment by the state in regional approaches to local government.

As usual, there continue to be many unknowns for both our member local governments and Triangle J; regardless, the budget will be balanced on July 1<sup>st</sup> and the organization will be positioned to address the programs and services offered by Triangle J within the financial limitations of the Council. All budget



documents will be provided at the time the Executive Committee and Board of Delegates meet to address the FY 2008-09 Budget.

Meanwhile, please accept this material for your use as we move forward with the budget process. I trust you will find this information interesting and beneficial; otherwise, let me know if you have any questions. I look forward to yet another successful budget year for Triangle J.

DAF/

cc: Angela Lewis, Assistant Executive Director and Finance Director



## TRIANGLE J COUNCIL OF GOVERNMENTS HISTORICAL BUDGET DATA

|                   | 2003-2004<br>Actual | 2004-2005<br>Actual | 2005-2006<br>Actual | 2006-2007<br>Actual | Current Fiscal Year<br>2007-2008*<br>Budget | Executive Director's<br>2008-2009<br>Recommended<br>Budget |
|-------------------|---------------------|---------------------|---------------------|---------------------|---|--|
| Revenues          | 9,619,743           | 9,404,932           | 9,701,012           | 9,913,485           | 10,576,793                                  | 11,636,477   |
| Less Expenditures | (9,547,882)         | (9,380,137)         | (9,673,280)         | (9,847,565)         | (10,606,793)                                | (11,636,477)   |
| Balance           | 71,861              | 24,795              | 27,732              | 65,920              | (30,000)                                    | -  |
| Fund Balance      | 497,887             | 522,682             | 550,414             | 616,334             | 586,334                                     | 586,334  |
| Positions         | 25.5                | 24.5                | 24.6                | 25.6                | 28.2  | 27.6   |

\* Projected

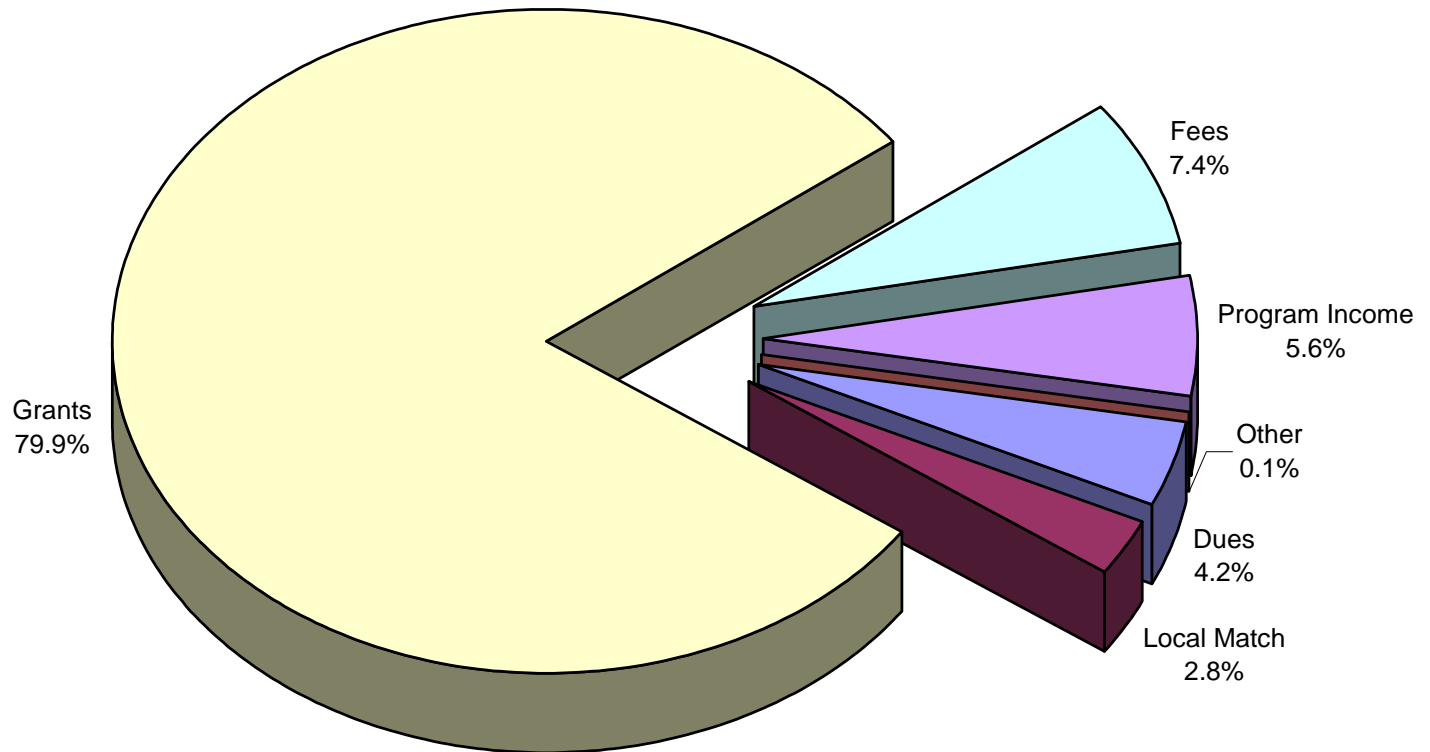
The current fiscal year reflects the anticipated fund balance at year end.

Source: Triangle J Council of Governments Audited Financial Statements and current year budget document.



# TRIANGLE J COUNCIL OF GOVERNMENTS FY 2008-2009 PROPOSED FUND SOURCES

Total Budget \$11,636,477





# TRIANGLE J COUNCIL OF GOVERNMENTS FY 2008-2009 EXPENDITURES BY TASK FORCE

Total Budget \$11,636,477

**Cost Effective Public Service:**

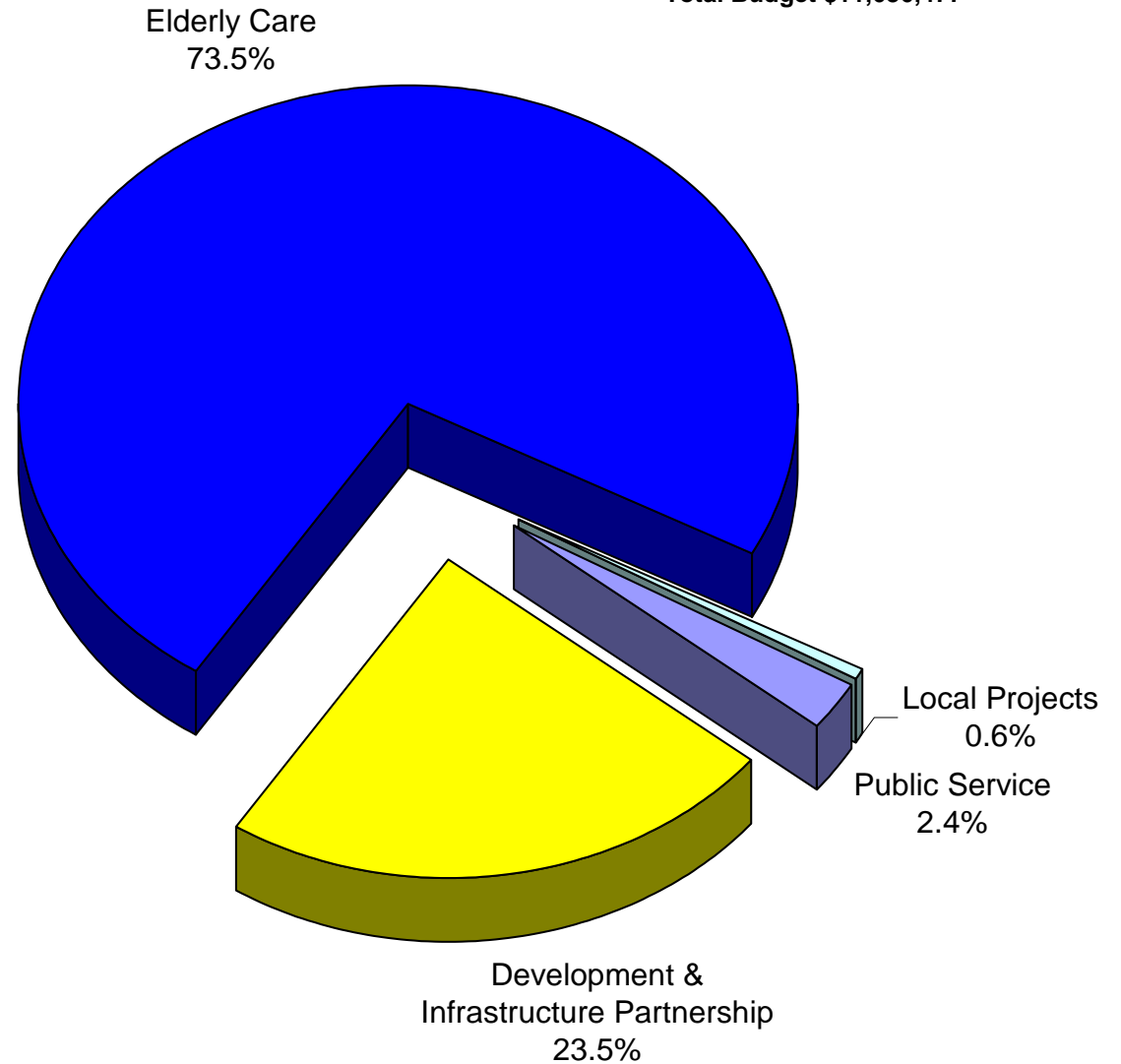
- Foreign Trade Zone
- Cable Television
- Member Services /Advocacy
- Safety Services
- Regional Appearance
- Etc.

**Development & Infrastructure Partnership:**

- GIS
- Water Resources
- UNRBA
- Regional Development
- Regional Data Center
- Water Quality Monitoring
- CWEP
- CORE
- Air Quality
- Jordan Lake Management
- Best Workplaces
- RPO Planning
- Air Awareness
- Regional Transit Infrastructure
- TDM
- Etc.

**Elderly Care:**

- Aging Planning
- Ombudsman
- Caregiver
- Elder Abuse
- Etc.

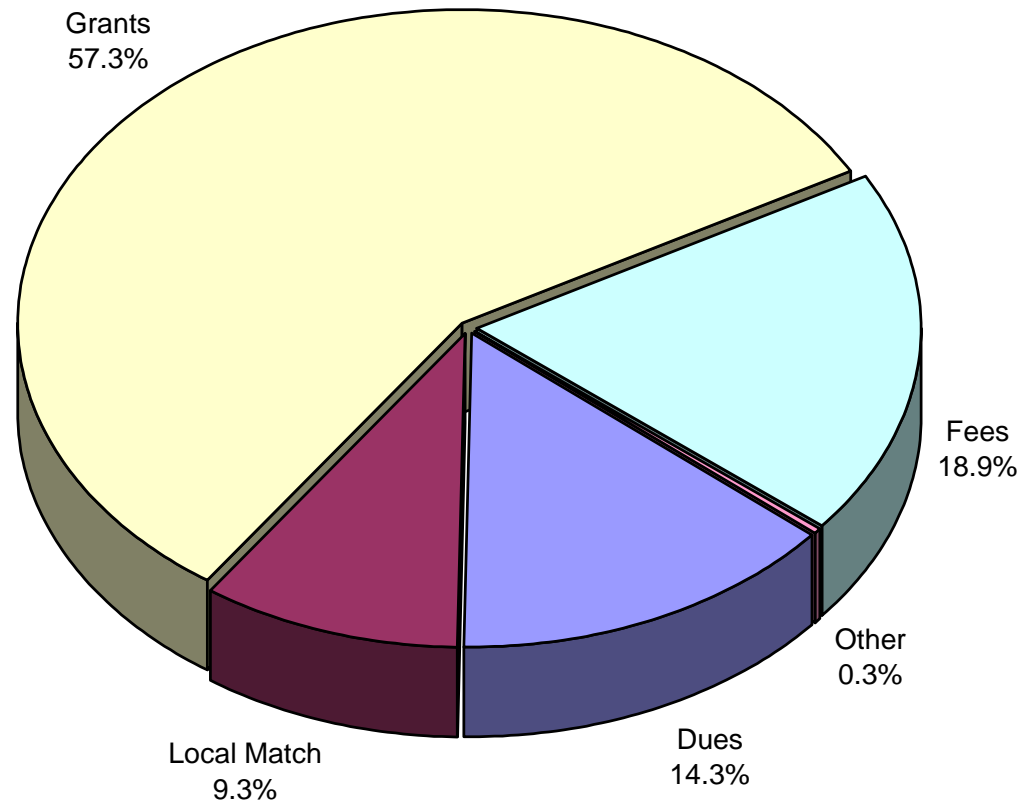






**TRIANGLE J COUNCIL OF GOVERNMENTS  
FY 2008-2009 PROPOSED FUND SOURCES  
(ABSENTING PASS-THRU DOLLARS)**

**Total Budget w/o Pass-Thru \$3,466,629**





Dues for Fiscal Year 2009  
 Eliminate Double Counting @ \$.39 per capita  
 TJCOG Current Membership

| Member Government      | State Estimated<br>Population July 2006 | Proposed FY 2009 Dues |
|------------------------|---|-----------------------|
| <b>Chatham County</b>  | 46,683                                  | \$18,206              |
| Goldston               | 347                                     | \$135                 |
| Pittsboro              | 2,468                                   | \$963                 |
| Siler City             | 8,209                                   | \$0                   |
| <b>Durham County</b>   | 32,380                                  | \$12,628              |
| Durham                 | 214,444                                 | \$61,889              |
| <b>Johnston County</b> | 107,840                                 | \$42,058              |
| Benson                 | 3,450                                   | \$1,346               |
| Clayton                | 12,118                                  | \$4,726               |
| Four Oaks              | 1,870                                   | \$0                   |
| Kenly                  | 1,682                                   | \$656                 |
| Micro                  | 520                                     | \$0                   |
| Pine Level             | 1,801                                   | \$0                   |
| Princeton              | 1,227                                   | \$479                 |
| Selma                  | 7,008                                   | \$2,733               |
| Smithfield             | 12,456                                  | \$4,858               |
| Wilson's Mills         | 1,617                                   | \$0                   |
| <b>Lee County</b>      | 27,579                                  | \$10,756              |
| Broadway               | 1,081                                   | \$422                 |
| Sanford                | 26,622                                  | \$10,383              |
| <b>Moore County</b>    | 44,837                                  | \$17,486              |
| Aberdeen               | 4,434                                   |                       |
| Carmeron               | 284                                     | \$111                 |
| Carthage               | 2,211                                   |                       |
| Foxfire Village        | 531                                     |                       |
| Pinebluff              | 1,317                                   |                       |
| Pinehurst              | 11,316                                  |                       |
| Robbins                | 1,275                                   |                       |
| Southern Pines         | 11,990                                  |                       |
| Taylortown             | 947                                     |                       |
| Vass                   | 792                                     |                       |
| Whispering Pines       | 2,358                                   |                       |
| <b>Orange County</b>   | 47,679                                  | \$18,595              |
| Carrboro               | 18,611                                  | \$7,258               |
| Chapel Hill            | 51,236                                  | \$19,982              |
| Hillsborough           | 6,240                                   | \$2,434               |
| <b>Wake County</b>     | 176,721                                 | \$68,921              |
| Apex                   | 28,830                                  | \$11,244              |
| Cary                   | 122,075                                 | \$43,415              |
| Fuquay Varina          | 12,913                                  | \$5,036               |
| Garner                 | 23,507                                  | \$9,168               |
| Holly Springs          | 17,165                                  | \$6,694               |
| Knightdale             | 8,671                                   | \$3,382               |
| Morrisville            | 13,501                                  | \$5,265               |
| Raleigh                | 352,239                                 | \$89,448              |
| Rolesville             | 1,792                                   | \$699                 |
| Wake Forest            | 22,371                                  | \$8,725               |
| Wendell                | 5,421                                   | \$2,114               |
| Zebulon                | 4,781                                   | \$1,865               |
| Dues Total             | 1,507,447                               | \$494,077             |
| Match Total            |   | \$320,992             |
| Total Income           |   | \$815,069             |

FY 2009 Dues: incorporated municipalities @ \$0.39 per capital for first 100,000 population ; \$0.20 over 100,000.

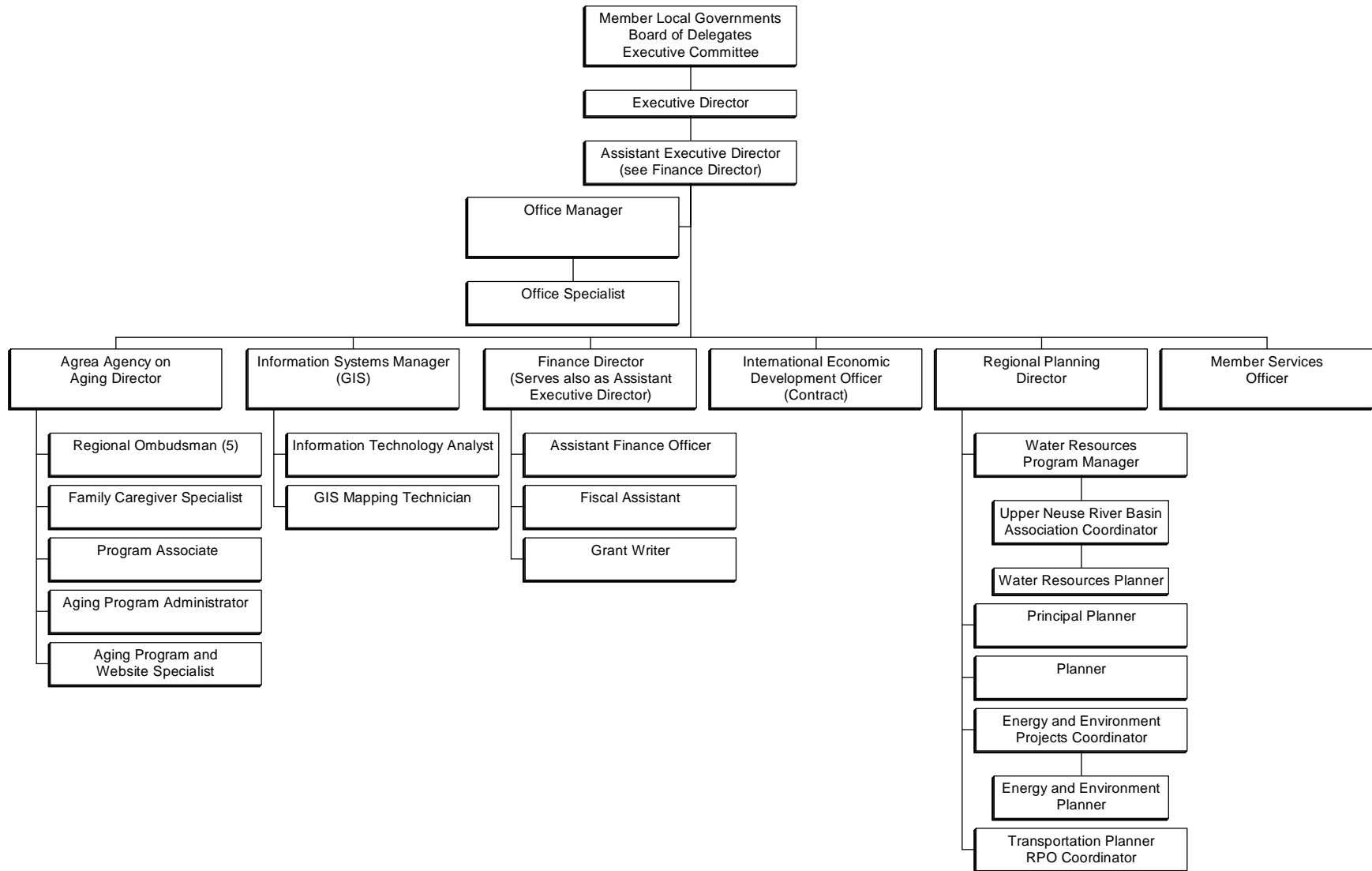
County dues @ \$0.39 per capita exempts 100% of incorporated population.

Beginning FY97, Federal & State match requirements are excluded from dues and are billed separately.



# Triangle J Council of Governments

## Organizational Chart



Some services are provided by contractual arrangements as noted. Certain special services are also provided by contractual arrangements and may not be shown; such as: Homeland Security and Special Transportation Projects.

~ Fiscal Year 2008-09 ~





**Triangle J Council of Governments**  
**Budget Resolution Fiscal Year 2008-2009**

**BE IT RESOLVED** by the Triangle J Council of Governments, Research Triangle Park, North Carolina:

**SECTION 1.** The following amounts are hereby appropriated by projects for the operation of said council of governments for the fiscal year beginning July 1, 2008 and ending June 30, 2009:

**Expenditure by Projects:**

**Cost Effective Public Service**

|  |                 |                  |
|--|-----------------|------------------|
| Foreign Trade Zone                         | \$25,000        |                  |
| Cable Television                           | \$114,000       |                  |
| Member Services/Advocacy                   | \$65,651        |                  |
| Safety Services                            | \$57,495        |                  |
| Regional Appearance                        | <u>\$18,195</u> |                  |
| <b>Total Cost Effective Public Service</b> |                 | <b>\$280,341</b> |

**Development & Infrastructure Partnership**

|   |                 |                    |
|---|-----------------|--------------------|
| Growth Analysis/GIS Info Systems                          | \$206,999       |                    |
| Water Resources   | \$234,200       |                    |
| Upper Neuse River Basin Association                       | \$212,337       |                    |
| Regional Development                                      | \$80,000        |                    |
| Regional Data Center                                      | \$30,000        |                    |
| Water Quality Monitoring                                  | \$426,825       |                    |
| Clean Water Education Partnership                         | \$162,594       |                    |
| Waste Reduction Partnership                               | \$25,000        |                    |
| TDM   | \$689,895       |                    |
| Core  | \$48,000        |                    |
| Air Quality/Land Use Mobility                             | \$132,812       |                    |
| Jordan Lake Management Study                              | \$24,044        |                    |
| Best Workplaces   | \$100,000       |                    |
| RPO Planning  | \$132,880       |                    |
| Development & Infrastructure Planning                     | \$175,000       |                    |
| Falls Lake Stakeholder                                    | <u>\$51,253</u> |                    |
| <b>Total Development &amp; Infrastructure Partnership</b> |                 | <b>\$2,731,839</b> |

**Elderly Care**

|                                   |                 |                    |
|-----------------------------------|-----------------|--------------------|
| Aging Planning and Administration | \$491,899       |                    |
| Aging Ombudsman                   | \$408,809       |                    |
| Caregiver                         | \$507,804       |                    |
| Elder Abuse                       | \$20,898        |                    |
| Home Com Care Block Grant         | \$6,747,004     |                    |
| Full Circle of Care Website       | \$69,031        |                    |
| CDSMP                             | \$11,475        |                    |
| Senior Center Outreach            | \$5,882         |                    |
| Legal                             | \$28,315        |                    |
| Health Promotion                  | \$77,535        |                    |
| Aging Senior Center               | \$169,499       |                    |
| Fans                              | <u>\$20,000</u> |                    |
| <b>Total Elderly Care</b>         |                 | <b>\$8,558,151</b> |

|                                    |                 |                        |
|------------------------------------|-----------------|------------------------|
| Local Projects/Pay Plan Adjustment | \$50,000        |                        |
| Contingency                        | <u>\$16,146</u> |                        |
| <b>Total Local Projects</b>        |                 | <b><u>\$66,146</u></b> |

**Total Expenses** **\$11,636,477**

**SECTION 2:** It is Estimated that the following revenues will be available for the fiscal year beginning July 1, 2008, and ending June 30, 2009:

**Revenues:**

|                              | General        |
|------------------------------|----------------|
| Federal                      | \$1,662,206    |
| Federal/State Pass Thru      | \$6,947,767    |
| State                        | \$683,636      |
| Local Appropriations         | \$494,077      |
| Local Match                  | \$320,992      |
| Special Local Appropriations | \$864,090      |
| Program Income               | \$385,173      |
| Other/Fees, Interest, ETC.   | \$269,636      |
| In-Kind Contributions        | <u>\$8,900</u> |

**Total Revenues**

**\$11,636,477**

**SECTION 3:** The Finance Officer is hereby authorized to transfer appropriations within any of the above funds subject the following limitations:

- A. The officer may not exceed any appropriation line item for salaries and any salary change must be in conformance with the approved Council of Governments Personnel Policy.
- B. The officer may transfer amounts between non-salary objects of expenditure within a project without limitations and without a report being requested, so long as total project cost is not changed.
- C. The officer may not transfer any amounts between funds nor from any contingency appropriations within any funds without council authorization.

**SECTION 4.** Copies of this budget resolution shall be furnished to the finance officer and the council accountants for direction in the carrying out of their duties and to the North Carolina Local Government Commission.

Adopted and Approved this the 28<sup>th</sup> day of May 2008.

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Barry Jacobs, Chairperson  
Triangle J Council of Governments

Attest:

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Dee Freeman, Executive Director  
Triangle J Council of Governments





# Triangle J Council of Governments

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Research Triangle Park  
North Carolina



## FY 2008-2009 Line Item Budget

4307 Emperor Blvd., Suite 110, Durham, N.C. 27703  
Post Office Box 12276, Research Triangle Park, N.C. 27709

Triangle J Council of Governments  
Mission Statement

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*To serve as an intergovernmental organization for local elected officials that works proactively on regional issues in order to sustain and improve the quality of life for our citizens.*





## **Member Services/Advocacy**

### **2008-2009 Work Plan**

**OBJECTIVE:** To offer programs and services that enhance the value of COG membership for local governments. To encourage non-member local governments to consider membership in the COG. To inform member governments about federal and state legislative initiatives. To communicate to state and federal legislators and other officials the impact of proposed legislation on local governments.

#### **WORK PLAN:**

- A. Continue to provide secretarial support to the TJCOG Board of Delegates and Executive Committee.
- B. Continue the clearinghouse function, distributing notice to local governments of relevant activities and answering pertinent comments and questions from elected officials and the public at large.
- C. Continue the COG's communications function, including publication of the annual report, delegate handbook, regional directory, newsletters and other materials.
- D. Continue assisting with activities of TJCOG's Marketing and Communications Committee, including planning for the celebration of TJCOG's 50th anniversary.
- E. Continue to develop and maintain good relationships with the staff and elected officials of member and non-member governments. This would include periodic contacts with local government staff and attendance at board meetings.
- F. Meet with non-member local governments to encourage membership in the COG.
- G. Work with local governments to establish a regional legislative agenda for the current session. Track the progress of these priorities through the legislature.
- H. Monitor activities of the General Assembly regarding bills of local interest.
- I. Make recommendations to the North Carolina Joint Regional Forum, North Carolina League of Municipalities and North Carolina Association of County Commissioners to assist in the development of their legislative goals and priorities.
- J. Continue hosting meetings of the Mayors of Raleigh, Durham, Cary and Chapel Hill. Continue hosting meetings of the Commission Chairs of Durham, Orange and Wake counties. Continue hosting joint meetings of these two groups.
- K. Continue hosting quarterly regional managers luncheons, including guest speakers on topics of current interest.
- L. Provide other assistance and services as requested by local governments.

#### **ACCOMPLISHMENTS FOR PRIOR FISCAL YEAR:**

- Wrote and distributed COG CONNECTION, Triangle J's periodic newsletter. Produced and distributed the 2006-2007 Annual Report.
- Hosted quarterly regional managers luncheons.
- Continued provision of secretarial support to the TJCOG Board of Delegates and Executive Committee.
- Attended meetings of local governing bodies.
- Organized an orientation session for new TJCOG delegates and alternate delegates. Developed delegate handbook for use at orientation.
- Regularly updated regional directory and posted on TJCOG website.
- Talked with managers/clerks of several non-member jurisdictions regarding membership in Triangle J.

- Updated the regional legislative agenda to reflect current issues. Distributed regional legislative agendas to members of the local legislative delegation.
- Monitored progress of bills of local interest as they were introduced and worked their way through the legislative process; updated the Board of Delegates on bills of local interest.
- Sent “legislative alerts” to members of the TJCOG Executive Committee. These alerts provide early notice of unfolding legislative action on regional and local government issues.
- Attended legislative reception hosted by the NC Regional Councils Executive Director’s Association.
- Maintained a major portion of the Triangle J Regional Legislative Agenda in the goals and policies of the NC Joint Regional Forum, NC League of Municipalities and NC Association of County Commissioners. A number of these legislative goals met with success in the 2007 Session of the NC General Assembly.
- Participated in monthly luncheons of both the Orange County and Wake County managers.
- Continued staffing assistance to meetings of the Triangle Area Mayors and the Triangle Area County Commission chairs, including joint meetings of the two groups.

**Cost Effective Public Service**

|                                 | <i>FY 2007-2008</i>             | <i>FY 2008-2009</i>             |
|---------------------------------|---------------------------------|---------------------------------|
|                                 | <i>Member Services/Advocacy</i> | <i>Member Services/Advocacy</i> |
| Project Expenses                | \$58,082                        | \$65,651                        |
| Salary                          | \$25,099                        | \$29,583                        |
| Fringe                          | \$8,659                         | \$10,058                        |
| Travel                          | \$5,500                         | \$5,000                         |
| Printing                        | \$0                             | \$0                             |
| Other/Contractual               | \$0                             | \$0                             |
| In-Kind                         | \$0                             | \$0                             |
| Indirect Cost                   | \$18,824                        | \$21,010                        |
| Chatham                         | \$0                             | \$0                             |
| Durham                          | \$0                             | \$0                             |
| Johnston                        | \$0                             | \$0                             |
| Lee                             | \$0                             | \$0                             |
| Orange                          | \$0                             | \$0                             |
| Wake                            | \$0                             | \$0                             |
| Moore                           | \$0                             | \$0                             |
| <b>TOTAL LINE ITEM EXPENSES</b> | <b>\$58,082</b>                 | <b>\$65,651</b>                 |

|                                | <i>FY 2007-2008</i>             | <i>FY 2008-2009</i>             |
|--------------------------------|---------------------------------|---------------------------------|
|                                | <i>Member Services/Advocacy</i> | <i>Member Services/Advocacy</i> |
| Revenues                       |                                 |                                 |
| Federal                        | \$0                             | \$0                             |
| Fed/State Pass Through         | \$0                             | \$0                             |
| Fed/Medicare                   | \$0                             | \$0                             |
| State                          | \$0                             | \$0                             |
| Local                          | \$58,082                        | \$65,651                        |
| Local Match                    | \$0                             | \$0                             |
| Special Local                  | \$0                             | \$0                             |
| Program Income                 | \$0                             | \$0                             |
| Other                          | \$0                             | \$0                             |
| In-Kind                        | \$0                             | \$0                             |
| <b>TOTAL LINE ITEM REVENUE</b> | <b>\$58,082</b>                 | <b>\$65,651</b>                 |
| Staff                          | 45.0%                           | 50.0%                           |
|                                | Boyette 45%                     | Boyette 50%                     |

# Cable TV Service

## 2008-2009 Work Plan

**OBJECTIVE:** The Triangle J Cable Broadband Consortium advocates for and protects the public interest in the regulation and development of cable and broadband communications systems including, the administration of cable television, video service, and/or other telecommunication services provided pursuant to local or state-issued agreements; resolution of customer concerns; and participation in the planning and implementation of broadband technologies by its member local governments.

### WORK PLAN:

#### State Law Oversight and Advocacy

- A. Monitor grant of State Video Franchises to incumbent providers to ensure compliance with the Video Service Competition Act (the Act) and to ensure that State franchises are not used to improperly invalidate a current local cable franchise.
- B. Inform the Secretary of State and Attorney General when state cable franchises are filed illegally.
- C. Monitor video sales tax payments from the N.C. Department of Revenue to Consortium members to determine whether the revenues fully replace cable television franchise fees. Advise Consortium members of any underpayments. Contact the N.C. Department of Revenue and NCLM regarding discrepancies between state video programming sales tax revenues distributed to a Consortium member and amounts collected under local cable franchise fees.
- D. Assist local governments in certification of PEG Channels for PEG Supplemental Funds and monitor payment of PEG Supplemental Funds to consortium members. Report to N.C. Department of Revenue any inaccuracies in payment of PEG Supplemental Funds.
- E. Assist Consortium members to request PEG Channels from State Franchised Cable Service Providers; monitor provisioning of PEG Channels by State Franchised Cable Operators.
- F. Report to N.C. Attorney General all non-compliance with PEG provisions of Video Service Competition Act by State Franchised Cable Providers.
- G. Document failures of Video Service Competition Act.
- H. Inform appropriate State Legislators and State officials of documented failures of the Act and advocate for changes that preserve and develop PEG channels, ensure actual competition, and preserve local revenues tied to video services.

#### Local Cable Franchise Administration

- A. Investigate complaints regarding lack of cable or broadband service, cable or broadband service quality or billing problems by residents. Provide a phone number and e-mail service to receive complaints within Consortium member jurisdictions. Serve as an ombudsman to resolve service complaints with cable operator.
- B. Conduct effective cable rate regulation reviews that meet the spirit and intent of federal legislation and FCC rules. Evaluate FCC 1240 and 1205 rate forms for each consortia member that has authority to regulate cable television rates.
- C. Upon persistent service quality complaints, on request, inspect and evaluate the quality of the television signal the cable television operator is providing to determine whether it complies with the Federal Communication Commission's Part 76(k) technical specifications for signal transmission. Teach local government staff how to identify and report National Electric Safety Code violations to the power, telephone and cable television providers for the purpose of safeguarding public safety.
- D. Advise Consortium members how to activate and use public, education and government (PEG) channels.

- E. Advise Consortium members on available PEG Grants and provide guidance on application process.
- F. Upon request, prepare a request for proposal (RFP) to equip the local government boardroom with television cameras for the purpose of televising local government board meetings.
- G. Guide Consortium members through Form 394 transfer of cable system ownership evaluation process.
- H. Advise Consortium members on changes to federal and state laws and regulations affecting local cable franchising authority.
- I. Advocate at state and federal levels for preservation of local cable franchising and development of PEG Channels.

**Broadband Deployment**

- A. Advocate for state and federal legislation that preserves municipal authority to deploy community broadband systems.
- B. On request, assist the local government implement 2.4 GHz Wi-Fi hotspots, 2.4 GHz Wi-Fi mesh networks, and 4.9 GHz public safety networks.
- C. On request, perform a 2.4 Ghz wireless signal audit to determine signal quality, bit rate, packet loss and service quality.
- D. On request, assist the local government in developing a Request for Proposal (RFP) to perform a community broadband feasibility study.
- E. Document deployment of community broadband networks across the state.

**ACCOMPLISHMENTS FOR PRIOR FISCAL YEAR:**

- Continued to be the only entity in the state that is tracking the filing of state cable franchises.
- Lobbied successfully in coordination with NCLM against passage of HB1587 – the Local Government Fair Competition Act, an industry sponsored bill that would have prohibited any local government from deploying community broadband networks, even in partnership with the private sector, and would have shut down municipal regional public safety networks. Organized grass roots effort generating more than 60 local government resolutions, more than 10 private sector letters, more than 600 consumer phone calls and dozens of letters from local elected officials.
- Coordinated with e-NC, NCLM, and PEG channel operators in an attempt to pass legislation (SB 1068) which would create more funding for PEG channels and increase the local government share of video programming sales tax. Legislation stalled in the House.
- Ensured consortium members certified PEG channels per new terms of Video Service Competition Act.
- Submitted two sets of comments in Rulemaking by Secretary of State to define procedures for State Franchising. Testified at the public hearing on behalf of the TJCOG Cable Broadband Consortium.
- Attended e-NC meetings focused on defining terms of e-NC PEG Grants and updated consortium. Coordinated with e-NC on legislative changes needed in the Act to facilitate more effective disbursements of e-NC PEG Grants.
- Facilitated franchise fee audits for the towns of Wendell, Garner, and Pittsboro and the city of Wilson and continued efforts to collect unpaid franchise fees.
- Held meeting with representatives from the Consumer Protection Division of the Attorney General’s office to update the office on the unfolding problems with the Act and request enforcement.
- Met with NCLM to coordinate lobbying strategies on problems with Video Service Competition Act. Met with North Carolina federal legislators on need to preempt State Franchising laws.

- Held half day session with Consortium members to provide an update on the increasing failures of the Act, franchise fee audit results, PEG programming opportunities (e-NC PEG Grants); and discussion of cell tower issues and the need to coordinate lobbying strategy to correct failing NC state cable law.
- Met with Fiscal Research and Revenue Laws Study Committee staff and informed of documented failures of the Video Service Competition Act, for use in Committee report in May General Assembly session. Followed up with information as more case-examples occurred.
- Attended first hearing and provided feedback to House Select Committee on Rural High Speed Internet Deployment in an attempt to improve broadband access to the less populated communities in the region.
- Worked individually with various consortium members to assist them in correcting consumer's problems with cable service; conducted cable rate reviews (Wilson, Chapel Hill), PEG performance agreements, and pursuit of unpaid franchise fees.



**Cost Effective Public Service**

|                                 | <i><b>FY 2007-2008</b></i>     | <i><b>FY 2008-2009</b></i>     |
|---------------------------------|--------------------------------|--------------------------------|
|                                 | <i><b>Cable Television</b></i> | <i><b>Cable Television</b></i> |
| Project Expenses                | \$128,370                      | \$114,000                      |
| Salary                          | \$11,155                       | \$8,875                        |
| Fringe                          | \$3,848                        | \$3,018                        |
| Travel                          | \$500                          | \$179                          |
| Printing                        | \$500                          | \$0                            |
| Other/Contractual               | \$104,000                      | \$95,625                       |
| In-Kind                         | \$0                            | \$0                            |
| Indirect Cost                   | \$8,366                        | \$6,303                        |
| Chatham                         | \$0                            | \$0                            |
| Durham                          | \$0                            | \$0                            |
| Johnston                        | \$0                            | \$0                            |
| Lee                             | \$0                            | \$0                            |
| Orange                          | \$0                            | \$0                            |
| Wake                            | \$0                            | \$0                            |
| Moore                           | \$0                            | \$0                            |
| <b>TOTAL LINE ITEM EXPENSES</b> | <b>\$128,370</b>               | <b>\$114,000</b>               |

|                                | <i><b>FY 2007-2008</b></i>     | <i><b>FY 2008-2009</b></i>     |
|--------------------------------|--------------------------------|--------------------------------|
|                                | <i><b>Cable Television</b></i> | <i><b>Cable Television</b></i> |
| Revenues                       |                                |                                |
| Federal                        | \$0                            | \$0                            |
| Fed/State Pass Through         | \$0                            | \$0                            |
| Fed/Medicare                   | \$0                            | \$0                            |
| State                          | \$0                            | \$0                            |
| Local                          | \$0                            | \$0                            |
| Local Match                    | \$0                            | \$0                            |
| Special Local                  | \$0                            | \$0                            |
| Program Income                 | \$128,370                      | \$114,000                      |
| Other                          | \$0                            | \$0                            |
| In-Kind                        | \$0                            | \$0                            |
| <b>TOTAL LINE ITEM REVENUE</b> | <b>\$128,370</b>               | <b>\$114,000</b>               |

|       |             |             |
|-------|-------------|-------------|
| Staff | 20.0%       | 15.0%       |
|       | Boyette 20% | Boyette 15% |



## Safety Services

### 2008-2009 Work Plan

**OBJECTIVE:** To provide a comprehensive drug and alcohol testing program that meets federal and state requirements. To continue the provision of administrative liaison activities and cooperative contracting power to member governments. To develop other safety programs as requested by member governments.

#### **WORK PLAN:**

- A. Continue to provide administrative and technical expertise to local governments and other agencies participating in the drug and alcohol testing program. This includes monitoring federal and state regulations, conducting random selections, reporting of results, record keeping, billing, database maintenance, breath alcohol testing services, and policy and procedure development. The DOT testing program meets the requirements of the US Department of Transportation's Federal Motor Carrier Safety Administration and Federal Transit Administration. The non-DOT testing program meets the requirements of the NC Controlled Substances Examination Act and other state laws. This is a fee-for-service program funded by the local governments, transit authorities and other organizations involved.
- B. Continue to increase membership in the drug and alcohol testing consortium.
- C. Continue to provide training and educational seminars for local government staff. This training would be in the drug and alcohol testing areas, as well as other safety related areas, and is a fee-for-service program.
- D. Continue to provide breath alcohol testing services to consortium members.
- E. Develop/research safety programs as requested by member governments.
- F. Create and maintain program guidelines handbook for program members.

#### **ACCOMPLISHMENTS FOR PRIOR FISCAL YEAR:**

- Assisted the Town of Pittsboro with the development of a drug and alcohol testing policy and program for their employees.
- Welcomed the Town of Wendell to the drug and alcohol testing consortium.
- Provided technical and administrative assistance related to the drug and alcohol testing program to sixteen local governments and the Triangle Transit Authority.
- Administered the random drug and alcohol testing program according to US DOT FMCSA and FTA regulations. Administered a "look-alike" program for consortium members choosing to test employees in non-regulated safety-sensitive positions. The look-alike, or non-DOT program, meets state requirements.
- During calendar year 2007, conducted or coordinated more than 80 breath alcohol tests and 900 drug tests for consortium members.
- Provided required training sessions teaching supervisors of covered employees to recognize the signs and symptoms of alcohol abuse and controlled substance use.
- Hosted meetings of consortium members, featuring guest presenters from the UNC School of Government and the NC Division of Motor Vehicles.
- Provided graphs and charts showing trends in random testing procedures for each of the participating organizations.
- Coordinated specimen collector training for individuals needing to become certified to perform urine collections for drug screens.

- Met with staff from one university interested in joining the drug testing program; talked with representatives from a local volunteer fire department also interested in joining the consortium.
- Purchased new breathalyzer and received necessary training to operate it according to US DOT guidelines. (Traded-in 12 year old machine.)

**Cost Effective Public Service**

|                                 | <i>FY 2007-2008</i>    | <i>FY 2008-2009</i>    |
|---------------------------------|------------------------|------------------------|
|                                 | <i>Safety Services</i> | <i>Safety Services</i> |
| Project Expenses                | \$63,297               | \$57,495               |
| Salary                          | \$15,655               | \$11,833               |
| Fringe                          | \$5,401                | \$4,023                |
| Travel                          | \$500                  | \$0                    |
| Printing                        | \$0                    | \$0                    |
| Other/Contractual               | \$30,000               | \$33,235               |
| In-Kind                         | \$0                    | \$0                    |
| Indirect Cost                   | \$11,741               | \$8,404                |
| Chatham                         | \$0                    | \$0                    |
| Durham                          | \$0                    | \$0                    |
| Johnston                        | \$0                    | \$0                    |
| Lee                             | \$0                    | \$0                    |
| Orange                          | \$0                    | \$0                    |
| Wake                            | \$0                    | \$0                    |
| Moore                           | \$0                    | \$0                    |
| <b>TOTAL LINE ITEM EXPENSES</b> | <b>\$63,297</b>        | <b>\$57,495</b>        |

---

|                                | <i>FY 2007-2008</i>    | <i>FY 2008-2009</i>    |
|--------------------------------|------------------------|------------------------|
|                                | <i>Safety Services</i> | <i>Safety Services</i> |
| Revenues                       |                        |                        |
| Federal                        | \$0                    | \$0                    |
| Fed/State Pass Through         | \$0                    | \$0                    |
| Fed/Medicare                   | \$0                    | \$0                    |
| State                          | \$0                    | \$0                    |
| Local                          | \$0                    | \$0                    |
| Local Match                    | \$0                    | \$0                    |
| Special Local                  | \$0                    | \$0                    |
| Program Income                 | \$63,297               | \$57,495               |
| Other                          | \$0                    | \$0                    |
| In-Kind                        | \$0                    | \$0                    |
| <b>TOTAL LINE ITEM REVENUE</b> | <b>\$63,297</b>        | <b>\$57,495</b>        |

|       |             |             |
|-------|-------------|-------------|
| Staff | 20.0%       | 20.0%       |
|       | Boyette 20% | Boyette 20% |

# Homeland Security

## 2008-2009 Work Plan



**Cost Effective Public Service**

|                                 | <i>FY 2007-2008</i><br><i>Homeland Security /</i><br><i>Emergency Services</i> | <i>FY 2008-2009</i><br><i>Homeland Security /</i><br><i>Emergency Services</i> |
|---------------------------------|--|--|
| Project Expenses                | \$10,000   | \$0  |
| Salary                          | \$0  | \$0  |
| Fringe                          | \$0  | \$0  |
| Travel                          | \$0  | \$0  |
| Printing                        | \$0  | \$0  |
| Other/Contractual               | \$10,000   | \$0  |
| In-Kind                         | \$0  | \$0  |
| Indirect Cost                   | \$0  | \$0  |
| Chatham                         | \$0  | \$0  |
| Durham                          | \$0  | \$0  |
| Johnston                        | \$0  | \$0  |
| Lee                             | \$0  | \$0  |
| Orange                          | \$0  | \$0  |
| Wake                            | \$0  | \$0  |
| Moore                           | \$0  | \$0  |
| <b>TOTAL LINE ITEM EXPENSES</b> | <b>\$10,000</b>  | <b>\$0</b>   |

|                                | <i>FY 2007-2008</i><br><i>Homeland Security /</i><br><i>Emergency Services</i> | <i>FY 2008-2009</i><br><i>Homeland Security /</i><br><i>Emergency Services</i> |
|--------------------------------|--|--|
| Revenues                       |  |  |
| Federal                        | \$0  | \$0  |
| Fed/State Pass Through         | \$0  | \$0  |
| Fed/Medicare                   | \$0  | \$0  |
| State                          | \$0  | \$0  |
| Local                          | \$0  | \$0  |
| Local Match                    | \$0  | \$0  |
| Special Local                  | \$0  | \$0  |
| Program Income                 | \$10,000   | \$0  |
| Other                          | \$0  | \$0  |
| In-Kind                        | \$0  | \$0  |
| <b>TOTAL LINE ITEM REVENUE</b> | <b>\$10,000</b>  | <b>\$0</b>   |
| Staff                          | 0.0%   | 0.0%   |

## **Regional Appearance**

### **2008-2009 Work Plan**

**OBJECTIVE:** To heighten awareness of the economic, environmental and quality of life benefits generated by good community appearance planning.

#### **WORK PLAN:**

- A. Continue to build membership and broaden participation in the Triangle J Regional Appearance Committee. The committee's goal is to have involvement from all seven counties in the region.
- B. Continue distribution of tree seedlings free of charge to local governments, non-profits, schools and community groups for planting on public property. The Committee generally receives several hundred free bare-root seedlings for use in this project.
- C. Plan and encourage recognition of a regional urban forestry day in the fall of each year.
- D. Continue the work of the Capital Trees Program, which identifies, documents and recognizes special trees or stands of trees in Wake County and adds them to the Capital Trees Program Honor Roll.
- E. Continue to develop the TREEmendous Trees Program as an expansion of the Capital Trees Program. The goal is to expand the program to at least one other county in region J per year and continue expansion as communities express interest.

#### **ACCOMPLISHMENTS FOR PRIOR FISCAL YEAR:**

- Due to drought conditions during the past year, the Regional Appearance Committee did not distribute tree seedlings during the fall and spring.
- Received 800+ additional seedlings from the NC Cooperative Extension Service. These seedlings were potted and are maintained at the City of Raleigh's Marsh Creek Parks and Recreation Maintenance Facility. The committee hopes to distribute seedlings during the upcoming fiscal year.
- Continued to merge the Capital Trees Program into the work plan of the Triangle J Regional Appearance Committee. Received and evaluated nominations for the 2006-2007 awards program. Awards presentations will be scheduled during the summer.
- Received an Urban and Community Forestry Program grant to develop the TREEmendous Trees Program, replicating the Capital Trees Program in other counties in the region. Held workshops in Sanford and TJCOG's office to kick off this process.
- Purchased a tree costume to be used for educational purposes and to loan to local governments for events in their communities.



**Cost Effective Public Service**

|                                 | <i><b>FY 2007-2008</b></i>        | <i><b>FY 2008-2009</b></i>        |
|---------------------------------|-----------------------------------|-----------------------------------|
|                                 | <i><b>Regional Appearance</b></i> | <i><b>Regional Appearance</b></i> |
| Project Expenses                | \$18,127                          | \$18,196                          |
| Salary                          | \$8,366                           | \$8,875                           |
| Fringe                          | \$2,886                           | \$3,018                           |
| Travel                          | \$500                             | \$0                               |
| Printing                        | \$100                             | \$0                               |
| Other/Contractual               | \$0                               | \$0                               |
| In-Kind                         | \$0                               | \$0                               |
| Indirect Cost                   | \$6,275                           | \$6,303                           |
| Chatham                         | \$0                               | \$0                               |
| Durham                          | \$0                               | \$0                               |
| Johnston                        | \$0                               | \$0                               |
| Lee                             | \$0                               | \$0                               |
| Orange                          | \$0                               | \$0                               |
| Wake                            | \$0                               | \$0                               |
| Moore                           | \$0                               | \$0                               |
| <b>TOTAL LINE ITEM EXPENSES</b> | <b>\$18,127</b>                   | <b>\$18,196</b>                   |

|                                | <i><b>FY 2007-2008</b></i>        | <i><b>FY 2008-2009</b></i>        |
|--------------------------------|-----------------------------------|-----------------------------------|
|                                | <i><b>Regional Appearance</b></i> | <i><b>Regional Appearance</b></i> |
| Revenues                       |                                   |                                   |
| Federal                        | \$0                               | \$0                               |
| Fed/State Pass Through         | \$0                               | \$0                               |
| Fed/Medicare                   | \$0                               | \$0                               |
| State                          | \$0                               | \$0                               |
| Local                          | \$12,493                          | \$12,562                          |
| Local Match                    | \$0                               | \$0                               |
| Special Local                  | \$0                               | \$0                               |
| Program Income                 | \$5,634                           | \$5,634                           |
| Other                          | \$0                               | \$0                               |
| In-Kind                        | \$0                               | \$0                               |
| <b>TOTAL LINE ITEM REVENUE</b> | <b>\$18,127</b>                   | <b>\$18,196</b>                   |
| Staff                          | 15.0%                             | 15.0%                             |
|                                | Boyette 15%                       | Boyette 15%                       |

## Foreign Trade Zone

### 2008-2009 Work Plan

**OBJECTIVE:** To promote the internationalization of the Region's economy via Foreign Trade Zone #93. Fulfill contractual responsibilities for the Region's foreign trade zone program and existing and potential FTZ Subzones. Increase the profitability of importers, exporters and manufacturers by cost savings achieved using the Foreign Trade Zone programs. Serve on related boards and organizations that promote international trade, e.g. The NC District Export Council (DEC) the Center for International Business Education Research (CIBER) at DUKE University & the North Carolina World Trade Association.

#### **WORK PLAN:**

- A. Serve as the grantee for Foreign Trade Zones # 93, meet all contractual responsibilities for Zone #93 and Subzones; Market the general purpose zone and develop new subzones as needed, provide training and make public presentations.
- B. As executive Staff to the "FTZ #93 Rates, Tariff and Legal Review Board" schedule meetings, handle agenda, recruit members, obtain TJCOG approvals for all submissions to the US FTZ Board.
- C. Plan and carry out seminars that educate the business community and international students about the FTZ program.
- D. Implement policy of the FTZ Board.
- E. Work with the Operator to develop a "strategic plan" for the future of FTZ #93.
- F. Schedule periodic presentations to the NCDOC staff and other key groups.

#### **ACCOMPLISHMENTS FOR PRIOR FISCAL YEAR:**

- Continued (3dr term) as Vice Chair of the US Department of Commerce as a member of the NC District Export Council.
- Continued service on the Board of Directors of Duke University's Center for International Business Education Research (CIBER). Became more active in the International Affairs Council, based in Raleigh. Remained active in the NC World Trade Association Triangle Chapter and served as an at large director of the State Board.
- Visited Industry sites to provide FTZ information.
- Prepared and/or updated presentations, including PowerPoint programs, for SBA in Charlotte, graduate-level class at NCSU and for the North Carolina World Trade Association.
- Attended National Association of FTZ Seminars in Washington DC, February, 2008.

**Cost Effective Public Service**

|                                 | <i>FY 2007-2008</i>       | <i>FY 2008-2009</i>       |
|---------------------------------|---------------------------|---------------------------|
|                                 | <i>Foreign Trade Zone</i> | <i>Foreign Trade Zone</i> |
| Project Expenses                | \$30,494                  | \$25,000                  |
| Salary                          | \$7,157                   | \$0                       |
| Fringe                          | \$2,469                   | \$0                       |
| Travel                          | \$500                     | \$0                       |
| Printing                        | \$0                       | \$0                       |
| Other/Contractual               | \$15,000                  | \$25,000                  |
| In-Kind                         | \$0                       | \$0                       |
| Indirect Cost                   | \$5,368                   | \$0                       |
| Chatham                         | \$0                       |                           |
| Durham                          | \$0                       |                           |
| Johnston                        | \$0                       |                           |
| Lee                             | \$0                       |                           |
| Orange                          | \$0                       |                           |
| Wake                            | \$0                       |                           |
| Moore                           | \$0                       |                           |
| <b>TOTAL LINE ITEM EXPENSES</b> | <b>\$30,494</b>           | <b>\$25,000</b>           |

|                                | <i>FY 2007-2008</i>       | <i>FY 2008-2009</i>       |
|--------------------------------|---------------------------|---------------------------|
|                                | <i>Foreign Trade Zone</i> | <i>Foreign Trade Zone</i> |
| Revenues                       |                           |                           |
| Federal                        | \$0                       | \$0                       |
| Fed/State Pass Through         | \$0                       | \$0                       |
| Fed/Medicare                   | \$0                       | \$0                       |
| State                          | \$0                       | \$0                       |
| Local                          | \$0                       | \$0                       |
| Local Match                    | \$0                       | \$0                       |
| Special Local                  | \$0                       | \$0                       |
| Program Income                 | \$30,494                  | \$25,000                  |
| Other                          | \$0                       | \$0                       |
| In-Kind                        | \$0                       | \$0                       |
| <b>TOTAL LINE ITEM REVENUE</b> | <b>\$30,494</b>           | <b>\$25,000</b>           |
| Staff                          | 10.0%                     | 0.0%                      |
|                                | Keith 10%                 |                           |

# **Cost Effective Public Service Summary Page**

**Cost Effective Public Service**

|                                 | <i>FY 2007-2008</i> | <i>FY 2008-2009</i> |
|---------------------------------|---------------------|---------------------|
|                                 | <i>Total</i>        | <i>Total</i>        |
| Project Expenses                | \$308,370           | \$280,341           |
| Salary                          | \$67,432            | \$59,166            |
| Fringe                          | \$23,264            | \$20,116            |
| Travel                          | \$7,500             | \$5,179             |
| Printing                        | \$600               | \$0                 |
| Other/Contractual               | \$159,000           | \$153,860           |
| In-Kind                         | \$0                 | \$0                 |
| Indirect Cost                   | \$50,574            | \$42,020            |
| Chatham                         | \$0                 | \$0                 |
| Durham                          | \$0                 | \$0                 |
| Johnston                        | \$0                 | \$0                 |
| Lee                             | \$0                 | \$0                 |
| Orange                          | \$0                 | \$0                 |
| Wake                            | \$0                 | \$0                 |
| Moore                           | \$0                 | \$0                 |
| <b>TOTAL LINE ITEM EXPENSES</b> | <b>\$308,370</b>    | <b>\$280,341</b>    |

|                                | <i>FY 2007-2008</i> | <i>FY 2008-2009</i> |
|--------------------------------|---------------------|---------------------|
|                                | <i>Total</i>        | <i>Total</i>        |
| Revenues                       |                     |                     |
| Federal                        | \$0                 | \$0                 |
| Fed/State Pass Through         | \$0                 | \$0                 |
| Fed/Medicare                   | \$0                 | \$0                 |
| State                          | \$0                 | \$0                 |
| Local                          | \$70,575            | \$78,212            |
| Local Match                    | \$0                 | \$0                 |
| Special Local                  | \$0                 | \$0                 |
| Program Income                 | \$237,795           | \$202,129           |
| Other                          | \$0                 | \$0                 |
| In-Kind                        | \$0                 | \$0                 |
| <b>TOTAL LINE ITEM REVENUE</b> | <b>\$308,370</b>    | <b>\$280,341</b>    |

|       |        |        |
|-------|--------|--------|
| Staff | 105.0% | 100.0% |
|-------|--------|--------|



# Information Systems Management/Geographic Information System

## 2008-2009 Work Plan

**OBJECTIVE:** Provide MIS and GIS services and products to COG staff, projects and departments. Develop, obtain and maintain GIS geodata for Region J and areas of interest outside of Region J. Provide GIS services to member governments, partner agencies, and the public, on a fee for service basis. Coordinate local and regional GIS and Internet efforts, user groups, and training events, and provide WWW services and consultation.

### WORK PLAN:

- A. Work with all Triangle J departments and projects to provide MIS/GIS products and services to enhance their operations.
- B. Provide high quality GIS services and products to public and private sectors, with emphasis on services to the TTA.
- C. Build, maintain and document Triangle J's regional GIS database.
- D. Create, organize and distribute metadata for GIS geodata, make information about all COG GIS geodata easily accessible to in-house staff via the intranet, and publish selected geodata via NCCGIA's online catalog and NC OneMap.
- E. Update economic, social and statistical data associated with the region's areas as the data becomes available, and enable easy access to the data.
- F. Provide World Wide Web infrastructure and content presentation for COG departments and projects, and for the COG as an entity. Continue maintenance and updates of websites and create new websites on request.
- G. Maintain and improve Triangle J's computer networks and Internet connections, and maintain and update the COG's email, ftp and intranet web servers, file servers, listservs, and the RPO's Internet mapping server.
- H. Improve and maintain spam and virus filtering of email on the mail server.
- I. Maintain and improve web-based email system, simplifying remote access to COG email.
- J. Support and upgrade all COG hardware and software as appropriate and economically feasible. Maintain currency of GIS software, and upgrade GIS hardware when possible.
- K. Provide technical assistance to Area Agency on Aging staff and aging services providers. Participate in statewide Aging CAAR Committee.
- L. Emphasize MIS/GIS training and education of MIS/GIS and all COG staff, via online coursework, in-house seminars and identification and communication of offsite training opportunities.
- M. Identify regional and local MIS/GIS needs and provide needed products and services in a self-supporting fashion, including marketing and promotion to targeted audiences.

### ACCOMPLISHMENTS FOR PRIOR FISCAL YEAR:

- Provided GIS services, data and map products to TTA under contract, primarily concerned with the Transit Blueprint Project.
- Provided maps and MIS/GIS services to various COG projects, including Regional Transit Infrastructure Blueprint, TARPO, CORE, Chatham's Major Corridor Ordinance Committee, Upper Neuse River Basin Association, Clean Cities Coalition, Best Workplaces for Commuters, Aging, Aging websites, Air Quality, Economic Development, Pittsboro Comprehensive Plan, Smart Growth, Clean Water Education Project, Disability and Elderly Emergency Management (DEEM), and Development and Infrastructure. Provided GIS data to various public and private entities.

- Imported numerous GIS layers and created new geodata in support of various projects. Updated and/or improved existing geodata and metadata.
- Maintained and updated RPO Internet map server; operated and maintained Netware and TCP/IP networks; replaced Netware server with Linux file server; installed second wireless access point router; supported hardware and software for all COG staff, including installations, repair and maintenance; specified and purchased hardware and software; maintained and monitored ftp, web, email, file and Netware servers, routers and software.
- Attended statewide LRO GIS and CAAR (Aging) meetings, and hosted regional GIS users meetings.
- Supplied graphics design and image processing skills for Annual Report and other in-house publications and printed materials, including posters, flyers, banners and web page graphics.
- Created and launched a new website for the Disability and Elderly Emergency Management Initiative, at [www.ncdeem.org](http://www.ncdeem.org). Maintained websites for Triangle J ([www.tjcog.dst.nc.us](http://www.tjcog.dst.nc.us)), the Area Agency on Aging, ([www.tjaaa.org](http://www.tjaaa.org)), Aging's Caregiver Program ([www.fullcirclecare.org](http://www.fullcirclecare.org)), the Regional Transit Infrastructure Blueprint ([www.transitblueprint.org](http://www.transitblueprint.org)), the Triangle Green Print project ([www.trianglegreenprint.org](http://www.trianglegreenprint.org)), Household Hazardous Waste ([www.trianglehww.org](http://www.trianglehww.org)), the Triangle Region Transit Consolidation/Implementation Plan ([www.triangleregiontransit.org](http://www.triangleregiontransit.org)), Upper Neuse River Basin Association ([www.unrba.org](http://www.unrba.org)), the Triangle Clean Cities Coalition ([www.trianglecleancities.org](http://www.trianglecleancities.org)), the Triangle Area RPO ([www.tarpo.org](http://www.tarpo.org) and [www.tarpogis.org](http://www.tarpogis.org)), the Triangle Air Quality Partnership ([www.triangleair.org](http://www.triangleair.org)), and the Triangle Best Workplaces for Commuters ([www.trianglebwc.org](http://www.trianglebwc.org)).



## Development & Infrastructure Partnership

|                                 | <i>FY 2007-2008</i><br><i>Growth Analysis / GIS</i> | <i>FY 2008-2009</i><br><i>Growth Analysis / GIS</i> |
|---------------------------------|---|---|
| Project Expenses                | \$204,212   | \$206,999   |
| Salary                          | \$92,487  | \$96,039  |
| Fringe                          | \$31,908  | \$32,653  |
| Travel                          | \$1,000   | \$1,000   |
| Printing                        | \$952   | \$500   |
| Other/Contractual               | \$8,500   | \$8,600   |
| In-Kind                         | \$0   | \$0   |
| Indirect Cost                   | \$69,365  | \$68,207  |
| Chatham                         | \$0   | \$0   |
| Durham                          | \$0   | \$0   |
| Johnston                        | \$0   | \$0   |
| Lee                             | \$0   | \$0   |
| Orange                          | \$0   | \$0   |
| Wake                            | \$0   | \$0   |
| Moore                           | \$0   | \$0   |
| <b>TOTAL LINE ITEM EXPENSES</b> | <b>\$204,212</b>                                    | <b>\$206,999</b>                                    |

|                                | <i>FY 2007-2008</i><br><i>Growth Analysis / GIS</i> | <i>FY 2008-2009</i><br><i>Growth Analysis / GIS</i> |
|--------------------------------|---|---|
| Revenues                       |   |   |
| Federal                        | \$0   | \$0   |
| Fed/State Pass Through         | \$0   | \$0   |
| Fed/Medicare                   | \$0   | \$0   |
| State                          | \$0   | \$13,000  |
| Local                          | \$164,212   | \$160,499   |
| Local Match                    | \$0   | \$0   |
| Special Local                  | \$0   | \$0   |
| Program Income                 | \$40,000  | \$33,500  |
| Other                          | \$0   | \$0   |
| In-Kind                        | \$0   | \$0   |
| <b>TOTAL LINE ITEM REVENUE</b> | <b>\$204,212</b>                                    | <b>\$206,999</b>                                    |

|       |             |             |
|-------|-------------|-------------|
| Staff | 170.0%      | 175.0%      |
|       | Bacon 72%   | Bacon 71%   |
|       | Bearden 52% | Bearden 30% |
|       | Barnes 46%  | Barnes 62%  |

# Upper Neuse River Basin Association

## 2008-2009 Work Plan

**OBJECTIVE:** To support the Upper Neuse River Basin Association (UNRBA), an inter-local organization dedicated to (a) the restoration and protection of water quality within the Upper Neuse River Basin, and (b) joint consideration and action relating to other water resource management issues in the Upper Neuse River Basin. Thirteen local governments in Regions J and K, six County Soil and Water Conservation Districts, and South Granville Water and Sewer Authority are Corporate Members of the UNRBA.

**WORK PLAN:** The FY 2009 work plan includes the following components:

- A. Forward implementation of the Upper Neuse Watershed Management Plan (the Plan) through the Upper Neuse Watershed Implementation Plan and several local projects:
  - Complete the first ever implementation plan for the Upper Neuse
  - With funding from NC Ecosystem Enhancement Program, identify landowners willing to participate in restoration projects based on five local watershed restoration plans (Swift Creek, Lick Creek, Little Lick Creek, Ellerbe Creek, and Lake Rogers watersheds)
  - Plant trees in areas with impacted riparian buffers in Lick and Little Lick Creeks
  - Promote use of the Upper Neuse Site Evaluation Tool at the local level to evaluate water quality impacts of new development and redevelopment
- B. Help UNRBA members participate in the Falls Lake Nutrient Management Strategy Stakeholder Process.
- C. Assist member local governments and other partners in identifying and obtaining financial assistance for water resource protection.
- D. Provide Upper Neuse information to the public through festivals (i.e., Festival for the Eno) and other public forums, the internet, workshops and other measures.
- E. Inform the UNRBA Board of Directors of water resource-related legislation and regulations.
- F. Act as a water quality information clearinghouse for local governments, state agencies, and stakeholders.
- G.

**ACCOMPLISHMENTS FOR PRIOR FISCAL YEAR:** In FY 2007-08, the UNRBA:

- Continued the Lick Creek Watershed Restoration Plan and water quality monitoring efforts
- Developed detailed descriptions for 13 of 18 strategies recommended in the Upper Neuse Watershed Management Plan
- Developed maps of Focus Areas for 13 of 18 strategies recommended in the Upper Neuse Watershed Management Plan
- Educated over 300 festivalgoers at the annual Festival for the Eno River on the importance of watershed protection
- Won funding to reforest impacted buffers in Lick and Little Lick Creek watersheds
- Helped guide and develop a Low Impact Development manual for North Carolina

**Development & Infrastructure Partnership**

|                                 | <i>FY 2007-2008</i>                        | <i>FY 2008-2009</i>                        |
|---------------------------------|--|--|
|                                 | <i>Upper Neuse River Basin Association</i> | <i>Upper Neuse River Basin Association</i> |
| Project Expenses                | \$198,565                                  | \$212,337                                  |
| Salary                          | \$71,229                                   | \$83,655                                   |
| Fringe                          | \$24,574                                   | \$28,443                                   |
| Travel                          | \$2,410                                    | \$4,000                                    |
| Printing                        | \$1,000                                    | \$2,200                                    |
| Other/Contractual               | \$45,930                                   | \$34,628                                   |
| In-Kind                         | \$0  | \$0  |
| Indirect Cost                   | \$53,422                                   | \$59,412                                   |
| Chatham                         | \$0  | \$0  |
| Durham                          | \$0  | \$0  |
| Johnston                        | \$0  | \$0  |
| Lee                             | \$0  | \$0  |
| Orange                          | \$0  | \$0  |
| Wake                            | \$0  | \$0  |
| Moore                           | \$0  | \$0  |
| <b>TOTAL LINE ITEM EXPENSES</b> | <b>\$198,565</b>                           | <b>\$212,337</b>                           |

|                                | <i>FY 2007-2008</i>                        | <i>FY 2008-2009</i>                        |
|--------------------------------|--|--|
|                                | <i>Upper Neuse River Basin Association</i> | <i>Upper Neuse River Basin Association</i> |
| Revenues                       |  |  |
| Federal                        | \$56,657                                   | \$0  |
| Fed/State Pass Through         | \$0  | \$0  |
| Fed/Medicare                   | \$0  | \$0  |
| State                          | \$141,908                                  | \$75,047                                   |
| Local                          | \$0  | \$0  |
| Local Match                    | \$0  | \$0  |
| Special Local                  | \$0  | \$122,404                                  |
| Program Income                 | \$0  | \$0  |
| Other                          | \$0  | \$14,886                                   |
| In-Kind                        | \$0  | \$0  |
| <b>TOTAL LINE ITEM REVENUE</b> | <b>\$198,565</b>                           | <b>\$212,337</b>                           |

|       |        |        |
|-------|--------|--------|
| Staff | 140.0% | 176.5% |
|-------|--------|--------|

|                      |                         |
|----------------------|-------------------------|
| Dreps 80%; Bruce 33% | Bruce 79%; Saunders 80% |
| Bearden 13%          | Miller 5%; Bearden 8%   |
| Barnes 6%            | Barnes 3%; Black 1%     |
| Miller 8%            | Bacon .5%               |



## **Fall Lake**

### **2008-2009 Work Plan**

**OBJECTIVE:** The purpose of the project is to engage a diverse group of stakeholders representing a wide range of interests in developing a nutrient management strategy for the Falls Lake Watershed.

**WORK PLAN:**

- A. Designing a process to provide the opportunity for a comprehensive stakeholder group to work with the NC Division of Water Quality in developing a Nutrient Management Strategy for Falls Lake and its watershed.
- B. Developing a project web site to enhance communication and outreach.
- C. Developing and maintaining a data base of project stakeholders.
- D. Convening and facilitating a series of productive stakeholder meetings.

**ACCOMPLISHMENTS FOR PRIOR FISCAL YEAR:**

- This project is expected to begin in August or September of 2008.

## Development & Infrastructure Partnership

|                                 | <i>FY 2007-2008</i><br><i>Falls Lake Initiative</i> | <i>FY 2008-2009</i><br><i>Falls Lake Stakeholder</i> |
|---------------------------------|---|--|
| Project Expenses                | \$0   | \$51,253   |
| Salary                          | \$0   | \$13,694   |
| Fringe                          | \$0   | \$4,656  |
| Travel                          | \$0   | \$0  |
| Printing                        | \$0   | \$0  |
| Other/Contractual               | \$0   | \$23,178   |
| In-Kind                         | \$0   | \$0  |
| Indirect Cost                   | \$0   | \$9,725  |
| Chatham                         | \$0   | \$0  |
| Durham                          | \$0   | \$0  |
| Johnston                        | \$0   | \$0  |
| Lee                             | \$0   | \$0  |
| Orange                          | \$0   | \$0  |
| Wake                            | \$0   | \$0  |
| Moore                           | \$0   | \$0  |
| <b>TOTAL LINE ITEM EXPENSES</b> | <b>\$0</b>  | <b>\$51,253</b>                                      |

|                                | <i>FY 2007-2008</i><br><i>Falls Lake Initiative</i> | <i>FY 2008-2009</i><br><i>Falls Lake Stakeholder</i> |
|--------------------------------|---|--|
| Revenues                       |   |  |
| Federal                        | \$0   | \$0  |
| Fed/State Pass Through         | \$0   | \$0  |
| Fed/Medicare                   | \$0   | \$0  |
| State                          | \$0   | \$15,000   |
| Local                          | \$0   | \$0  |
| Local Match                    | \$0   | \$0  |
| Special Local                  | \$0   | \$36,253   |
| Program Income                 | \$0   | \$0  |
| Other                          | \$0   | \$0  |
| In-Kind                        | \$0   | \$0  |
| <b>TOTAL LINE ITEM REVENUE</b> | <b>\$0</b>  | <b>\$51,253</b>                                      |

|       |      |               |
|-------|------|---------------|
| Staff | 0.0% | 23.0%         |
|       |      | Miller, 13%   |
|       |      | Saunders, 10% |

# Waste Reduction Partners

## 2008-2009 Work Plan

**OBJECTIVE:** Assist the Department of Environment and Natural Resources in expanding the Waste Reduction Partners program by housing the program staff and volunteers for central and eastern North Carolina at TJCOG and providing administrative and management support under contract to NC DENR.

### WORK PLAN:

- A. Assist the Waste Reduction Partners director and volunteers in providing waste reduction, energy conservation and water conservation services to businesses, governments and non-profits. Work with the director and volunteers to identify and serve clients.
- B. Provide administrative, management and technical support services. Activities include accounting, computer, meeting and related support services.
- C. Seek opportunities to leverage Waste Reduction Partner activities with related efforts in the COG's Sustainable Energy & Environment and Water Resources programs.

### ACCOMPLISHMENTS FOR PRIOR FISCAL YEAR:

- Worked with staff of the Department of Environment and Natural Resources on shaping the program, finalizing contracts and the hiring process for the project manager.
- Provided office space, related equipment and administrative support to the interim director.
- Met with the interim director as needed to discuss issues associated with the program start-up and activities.

**Development & Infrastructure Partnership**

|                                 | <i>FY 2007-2008</i>                | <i>FY 2008-2009</i>                |
|---------------------------------|------------------------------------|------------------------------------|
|                                 | <i>Waste Reduction Partnership</i> | <i>Waste Reduction Partnership</i> |
| Project Expenses                | \$82,000                           | \$25,000                           |
| Salary                          | \$6,636                            | \$7,337                            |
| Fringe                          | \$2,223                            | \$2,495                            |
| Travel                          | \$1,250                            | \$2,784                            |
| Printing                        | \$1,500                            | \$1,000                            |
| Other/Contractual               | \$65,414                           | \$6,173                            |
| In-Kind                         | \$0                                | \$0                                |
| Indirect Cost                   | \$4,977                            | \$5,211                            |
| Chatham                         | \$0                                | \$0                                |
| Durham                          | \$0                                | \$0                                |
| Johnston                        | \$0                                | \$0                                |
| Lee                             | \$0                                | \$0                                |
| Orange                          | \$0                                | \$0                                |
| Wake                            | \$0                                | \$0                                |
| Moore                           | \$0                                | \$0                                |
| <b>TOTAL LINE ITEM EXPENSES</b> | <b>\$82,000</b>                    | <b>\$25,000</b>                    |

|                                | <i>FY 2007-2008</i>                | <i>FY 2008-2009</i>                |
|--------------------------------|------------------------------------|------------------------------------|
|                                | <i>Waste Reduction Partnership</i> | <i>Waste Reduction Partnership</i> |
| Revenues                       |                                    |                                    |
| Federal                        | \$0                                | \$0                                |
| Fed/State Pass Through         | \$0                                | \$0                                |
| Fed/Medicare                   | \$0                                | \$0                                |
| State                          | \$82,000                           | \$25,000                           |
| Local                          | \$0                                | \$0                                |
| Local Match                    | \$0                                | \$0                                |
| Special Local                  | \$0                                | \$0                                |
| Program Income                 | \$0                                | \$0                                |
| Other                          | \$0                                | \$0                                |
| In-Kind                        | \$0                                | \$0                                |
| <b>TOTAL LINE ITEM REVENUE</b> | <b>\$82,000</b>                    | <b>\$25,000</b>                    |

|       |                  |                  |
|-------|------------------|------------------|
| Staff | 12.0%            | 13.0%            |
|       | Freid 5%         | Coordinator 5%   |
|       | Hodges-Copple 3% | Hodges-Copple 3% |
|       | Barnes 4%        | Barnes 5%        |





# Triangle Area Rural Transportation Planning (TARPO)

## 2008-2009 Work Plan

**OBJECTIVE:** Administer the Triangle Area Rural Planning Organization for Chatham, Lee, Moore and Orange Counties.

### WORK PLAN:

- A. Prepare appropriate documents, including the FY 2009-2010 Planning Work Program and the FY 2010 – FY 2014 Planning Program Calendar.
- B. Administer meetings of the TARPO policy (RTAC) and technical (RTCC) committees.
- C. Provide mapping, data and other information to TARPO member jurisdictions elected officials and staff.
- D. Compile technical data and other documentation to support the development of the Moore County comprehensive multi-modal transportation plan. Participate in the steering committee and public involvement activities for this plan.
- E. Continue the lead role in the coordination of activities among the member organizations to develop a multi-modal regional long-range transportation plan (LRTP).
- F. Participate in the steering committee and public involvement activities for the Pittsboro Pedestrian Plan Study.
- G. Complete all environmental Merger 01 Process requirements and other related requirements for STIP programmed TARPO projects.
- H. Attend the meetings and training activities of the NCARPO and participate in the annual NC MPO/RPO conference.
- I. Complete any special rural planning projects or grant activities that are relevant to TARPO member planning programs, e.g. the Fort Bragg Base Realignment & Closure Program transportation planning task force.
- J. Provide a leadership role for any regionalization studies affecting the community transportation services programs for Lee, Chatham and Moore Counties.
- K. Maintain and enhance the TARPO web sites and the TARPO public involvement program.

### ACCOMPLISHMENTS FOR PRIOR FISCAL YEAR:

- Prepared and presented a summary for major new major project requests for Chatham, Lee and Moore Counties for the 2009-2015 STIP, on February 19, 2008; prepared and presented a summary for the Orange County project requests for the 2009-2015 STIP on February 20, 2008.
- Completed the FY 2008-2009 TARPO Planning Work Program and the FY 2009-2013 Planning Program Calendar and received approval from the TARPO RTAC on December 11, 2007.
- Updated an informational spreadsheet for the TARPO GIS web site for the funded projects listed in the FY 2009 – FY 2015 STIP, in February 2008.
- Continued to participate in the technical review activities for the Lee County Comprehensive Transportation Plan development; plan was adopted by the TARPO RTAC on February 21, 2008.
- Provided input for the Southern Pines bicycle plan development grant application concerning specific goals and objectives.
- Prepared progress reports for the Triangle Seamless Public Transportation Project, in July 2007 and November 2007.

- Posted 2006 Average Annual Daily Traffic data into the TARPO GIS in August 2007.
- Participated in the joint FHWA/NCDOT Comprehensive Transportation Plan Purpose & Need Study Team's activities
- Participated in Fort Bragg Base Realignment & Closure transportation planning task force meetings.
- Prepared and distributed three TARPO informational newsletters to the TARPO RTAC & RTCC (August 2007, December 2007, and April 2008).

**Development & Infrastructure Partnership**

|                                 | <i><b>FY 2007-2008<br/>RPO Planning</b></i> | <i><b>FY 2008-2009<br/>RPO Planning</b></i> |
|---------------------------------|---|---|
| Project Expenses                | \$132,881                                   | \$132,880                                   |
| Salary                          | \$61,565                                    | \$63,649                                    |
| Fringe                          | \$21,240                                    | \$21,641                                    |
| Travel                          | \$1,800                                     | \$1,900                                     |
| Printing                        | \$400                                       | \$486                                       |
| Other/Contractual               | \$1,702                                     | \$0   |
| In-Kind                         | \$0   | \$0   |
| Indirect Cost                   | \$46,174                                    | \$45,204                                    |
| Chatham                         | \$0   | \$0   |
| Durham                          | \$0   | \$0   |
| Johnston                        | \$0   | \$0   |
| Lee                             | \$0   | \$0   |
| Orange                          | \$0   | \$0   |
| Wake                            | \$0   | \$0   |
| Moore                           | \$0   | \$0   |
| <b>TOTAL LINE ITEM EXPENSES</b> | <b>\$132,881</b>                            | <b>\$132,880</b>                            |

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|                                | <i><b>FY 2007-2008<br/>RPO Planning</b></i> | <i><b>FY 2008-2009<br/>RPO Planning</b></i> |
|--------------------------------|---|---|
| Revenues                       |   |   |
| Federal                        | \$0   | \$0   |
| Fed/State Pass Through         | \$0   | \$0   |
| Fed/Medicare                   | \$0   | \$0   |
| State                          | \$96,722                                    | \$96,722                                    |
| Local                          | \$6,159                                     | \$6,158                                     |
| Local Match                    | \$0   | \$0   |
| Special Local                  | \$30,000                                    | \$30,000                                    |
| Program Income                 | \$0   | \$0   |
| Other                          | \$0   | \$0   |
| In-Kind                        | \$0   | \$0   |
| <b>TOTAL LINE ITEM REVENUE</b> | <b>\$132,881</b>                            | <b>\$132,880</b>                            |

|       |             |             |
|-------|-------------|-------------|
| Staff | 123.0%      | 119.0%      |
|       | Hodges 8%   | Hodges 9%   |
|       | Strong 100% | Strong 100% |
|       | Barnes 15%  | Barnes 10%  |

# **Jordan Lake Management Study**

## **2008-2009 Work Plan**

**OBJECTIVE:** To support the Jordan Lake Nutrient Response Modeling Local Government Consortium in the development and application of the Jordan Lake Nutrient Response Model.

### **WORK PLAN:**

- A. Managing the activities of the Consortium and technical subcontractors; maintaining the Consortium's financial records; and providing staff support to the Consortium's Steering Committee;
- B. Providing technical support for model development, evaluation and application; and
- C. Assisting the Consortium with developing a water quality monitoring plan to provide data for model recalibration and validation.

### **ACCOMPLISHMENTS FOR PRIOR FISCAL YEAR:**

- This project was inactive during FY 2007-2008.



**Development & Infrastructure Partnership**

|                                 | <i>FY 2007-2008</i>                 | <i>FY 2008-2009</i>                 |
|---------------------------------|-------------------------------------|-------------------------------------|
|                                 | <i>Jordan Lake Management Study</i> | <i>Jordan Lake Management Study</i> |
| Project Expenses                | \$24,044                            | \$24,044                            |
| Salary                          | \$0                                 | \$0                                 |
| Fringe                          | \$0                                 | \$0                                 |
| Travel                          | \$0                                 | \$0                                 |
| Printing                        | \$0                                 | \$0                                 |
| Other/Contractual               | \$24,044                            | \$24,044                            |
| In-Kind                         | \$0                                 | \$0                                 |
| Indirect Cost                   | \$0                                 | \$0                                 |
| Chatham                         | \$0                                 | \$0                                 |
| Durham                          | \$0                                 | \$0                                 |
| Johnston                        | \$0                                 | \$0                                 |
| Lee                             | \$0                                 | \$0                                 |
| Orange                          | \$0                                 | \$0                                 |
| Wake                            | \$0                                 | \$0                                 |
| Moore                           | \$0                                 | \$0                                 |
| <b>TOTAL LINE ITEM EXPENSES</b> | <b>\$24,044</b>                     | <b>\$24,044</b>                     |

|                                | <i>FY 2007-2008</i>                 | <i>FY 2008-2009</i>                 |
|--------------------------------|-------------------------------------|-------------------------------------|
|                                | <i>Jordan Lake Management Study</i> | <i>Jordan Lake Management Study</i> |
| Revenues                       |                                     |                                     |
| Federal                        | \$0                                 | \$0                                 |
| Fed/State Pass Through         | \$0                                 | \$0                                 |
| Fed/Medicare                   | \$0                                 | \$0                                 |
| State                          | \$0                                 | \$0                                 |
| Local                          | \$0                                 | \$0                                 |
| Local Match                    | \$0                                 | \$0                                 |
| Special Local                  | \$0                                 | \$0                                 |
| Program Income                 | \$24,044                            | \$24,044                            |
| Other                          | \$0                                 | \$0                                 |
| In-Kind                        | \$0                                 | \$0                                 |
| <b>TOTAL LINE ITEM REVENUE</b> | <b>\$24,044</b>                     | <b>\$24,044</b>                     |
| Staff                          | 0.0%                                | 0.0%                                |

# Triangle Clean Cities Coalition

## 2008-2009 Work Plan

**OBJECTIVE:** To increase the use of alternative fuel vehicles, alternative transportation fuels, hybrids, and idle-reduction technology in the Triangle region and continue serving as the institutional home of the Triangle Clean Cities Coalition.

### WORK PLAN:

- A. Hold at least six Steering Committee meetings. Coordination tasks include setting meeting times and places, gathering input on agendas, sending out notices and agendas, setting up rooms for meetings, assisting in running the meetings, taking notes, and distributing meeting summaries.
- B. Maintain and update the [www.trianglecleancities.org](http://www.trianglecleancities.org) website. Tasks include writing and editing website content; posting newsletters, press releases, success stories, funding opportune-ties, and other information; reviewing website periodically to maintain links and information.
- C. Distribute four Triangle Clean Cities Coalition newsletters. Tasks include researching, writing, and editing articles; formatting the newsletter; printing and distributing the newsletter, and maintaining mail distribution lists.
- D. Generate grant and other funding to sustain the work of the Coalition. Secure State Energy Office funding and other grants, dues or partner resources to carry out TCCC activities.
- E. Consult about alternative fuel, idle-reduction, hybrids, and fuel efficiency activities in other parts of the state. Tasks include participating in the NC Alternative Fuels Consortium, working with other Clean Cities Coordinators in the state, working with the NC Solar Center and other organizations on alternative fuels in other parts of the state.
- F. Participate in the Southeast Alternative Fuels Task Force and other regional collaborations. Tasks include participating on conference call of the various Task Force committees, providing information as needed, contributing deliverables as needed, attending regional meetings, and helping to formulate Task Force policy.
- G. Participate in state and federal AFV, idle-reduction, hybrids, and fuel efficiency incentive efforts. Tasks include working with other AFV advocates to educate the legislature and Congress on the benefits of alternative fuels. Help design and evaluate potential state and federal AFV incentive programs. Work with other Clean Cities Coordinators on federal and state AFV incentive efforts. Participate in meetings to learn more about state and federal incentives and encourage local fleet managers and fuel providers to attend.
- H. Give presentations about alternative fuels, idle-reduction, hybrids, and fuel efficiency. Tasks include scheduling, designing, and giving presentations about AFVs, hybrids, idle-reduction and fuel efficiency to a variety of organizations, as well as follow up activities. Set up and staff a display at clean air, environmental, transportation, and other appropriate fairs and events.
- I. Respond to inquiries for information and provide information proactively to stakeholders and local and state policy staff. Tasks include responding to telephone, email, and personal requests for information and/or assistance related to alternative fuels, idle-reduction, hybrids, and fuel efficiency, as well as setting up meetings with policy staff and forwarding relevant information to stakeholders.
- J. Work with local fleets and fuel providers to implement AFV and idle-reduction policies. Tasks include identifying and contacting fleets, meeting with fleet administrators, providing fuel and vehicle provider information, and consulting on policies to increase AFV use and reduce idling.

- K. Gather information about alternative fuel and vehicle use, idle reduction policies, and other transportation efficiency measures in the Triangle. Tasks include surveying fleet managers and fuel providers, tracking responses, aggregating information, and reporting to the State Energy Office and to the National Clean Cities Program.
- L. Organize at least one education event focusing on educating fleet managers, fuel providers, and others on alternative fuels, idle reduction, and other advanced transportation technologies. Tasks include setting a time and location for the events, soliciting participation from other presenters, inviting fleet managers and other participants, and managing the events.
- M. Develop relationships with local media to increase the coverage of alternative fuels, idle reduction and other advanced transportation technologies. Tasks include contacting local media outlets and meeting with environment, energy, transportation, automotive, and/or technology staff to educate them about alternative fuels, hybrids, and idle reduction technologies. Hold press events to highlight these technologies.
- N. Participate in national Clean Cities activities. Tasks include participating in webcasts, conference calls, conferences, national campaigns, fuel price reports and the annual AFV survey.
- O. Participate in the planning committee for the Clean Air Advanced Technology Program (CFAT). Activities include participating in calls for projects, evaluating proposals, working with Triangle applicants to propose and implement projects, preparing press releases, recruiting nominations for the MobileCARE awards, and helping to organize conferences and events.
- P. Work with at least two petroleum marketers to install E85 at public stations. Activities include identifying funding, assisting owners in completing necessary government forms, helping to identify fuel suppliers, and assisting in publicizing the stations.
- Q. Initiate a program with at least one school to reduce parental vehicle idling on site. Activities include designing an idle-reduction program/materials aimed at parents at schools, identifying a willing partner school, implementing the program and calculating the effects.

**ACCOMPLISHMENTS FOR PRIOR FISCAL YEAR:**

- Secured Federal funding for three biodiesel education workshops across North Carolina. Organized two of the workshops, and partnered with Centralina Council of Governments to organize the third.
- Organized demonstrations of a plug-in hybrid school bus, a propane lawnmower, and an all-electric SmartCar.
- Organized a 10-day exhibit of AFVs at the NC State Fair. Activities included securing eight AFVs to display and one biodiesel processor, recruiting and training volunteers, preparing informational signs and handouts, soliciting give-aways, and staffing the display.
- Organized a successful E85 workshop in December 2007 which corresponded with a General Motors “E85 for 85 cents” promotion at a local station.
- Worked with NC Solar Center and Centralina Council of Governments to organize the Mobile CARE symposium and awards ceremony in May 2008.
- Worked with the NC Solar Center and Centralina Council of Governments to organize a biodiesel workshop in April 2008.
- Attended the National Biodiesel Conference, National Clean Cities Retreat, and Energy Independence Days.
- Participated in the Southeast Alternative Fuels Taskforce work to create biofuels “corridors” along major highways in North Carolina, South Carolina, Tennessee, and Georgia. Participated in the Southeast Diesel Collaborative to reduce diesel emissions in the

Southeast through the use of biodiesel, idle-reduction technology, and diesel emissions reduction technology.

- Wrote and distributed Clean Cities newsletters.
- Organized and held six Coalition Steering Committee meetings.
- Coordinated daily Clean Cities activities including support of our members; general outreach to legislators, government officials, media, and the public; updating our website; giving presentations to local groups; participating in statewide alternative fuel initiatives; and other activities as needed.
- Conducted our annual Clean Cities Survey to determine the rate of growth for alternative fuels in the Triangle. Through the survey we found that ethanol (E10 and E85) displaced more than 343,000 gallons of gasoline and biodiesel (B5-B100) displaced over 900,000 gallons of diesel in the Triangle. In addition we added 2 compressed natural gas vehicles, 8 electric vehicles, and 100 fleet hybrid vehicles, and 3 plug-in hybrid vehicles.
- TCCC Coordinator was recognized as the National Clean Cities Mentor of the Year.



**Development & Infrastructure Partnership**

|                                 | <i><b>FY 2007-2008</b></i> | <i><b>FY 2008-2009</b></i> |
|---------------------------------|----------------------------|----------------------------|
|                                 | <i><b>Clean Cities</b></i> | <i><b>Clean Cities</b></i> |
| Project Expenses                | \$188,157                  | \$689,895                  |
| Salary                          | \$44,137                   | \$49,350                   |
| Fringe                          | \$15,227                   | \$16,779                   |
| Travel                          | \$2,595                    | \$3,500                    |
| Printing                        | \$3,333                    | \$3,762                    |
| Other/Contractual               | \$89,762                   | \$581,456                  |
| In-Kind                         | \$0                        | \$0                        |
| Indirect Cost                   | \$33,103                   | \$35,048                   |
| Chatham                         | \$0                        | \$0                        |
| Durham                          | \$0                        | \$0                        |
| Johnston                        | \$0                        | \$0                        |
| Lee                             | \$0                        | \$0                        |
| Orange                          | \$0                        | \$0                        |
| Wake                            | \$0                        | \$0                        |
| Moore                           | \$0                        | \$0                        |
| <b>TOTAL LINE ITEM EXPENSES</b> | <b>\$188,157</b>           | <b>\$689,895</b>           |

|                                | <i><b>FY 2007-2008</b></i> | <i><b>FY 2008-2009</b></i> |
|--------------------------------|----------------------------|----------------------------|
|                                | <i><b>Clean Cities</b></i> | <i><b>Clean Cities</b></i> |
| Revenues                       |                            |                            |
| Federal                        | \$122,937                  | \$592,136                  |
| Fed/State Pass Through         | \$0                        | \$0                        |
| Fed/Medicare                   | \$0                        | \$0                        |
| State                          | \$44,452                   | \$79,245                   |
| Local                          | \$12,768                   | \$0                        |
| Local Match                    | \$0                        | \$0                        |
| Special Local                  | \$0                        | \$18,514                   |
| Program Income                 | \$8,000                    | \$0                        |
| Other                          | \$0                        | \$0                        |
| In-Kind                        | \$0                        | \$0                        |
| <b>TOTAL LINE ITEM REVENUE</b> | <b>\$188,157</b>           | <b>\$689,895</b>           |

|       |                  |                  |
|-------|------------------|------------------|
| Staff | 98.0%            | 109.0%           |
|       | Hodges-Copple 2% | Hodges-Copple 2% |
|       | Freid 53%        | Flaherty 38%     |
|       | Minker 40%       | Coordinator 62%  |
|       | Barnes 3%        | Barnes 7%        |

# Triangle Transportation Demand Management (TDM)

## 2008-2009 Work Plan

**OBJECTIVE:** Administer the Triangle Transportation Demand Management (TDM) program under contract to NCDOT on behalf of the three funding partners: the NCDOT, the Capital Area MPO and the Durham-Chapel Hill-Carrboro MPO.

### WORK PLAN:

- A. Administer contracts among partners. Activities include working with grantees to finalize all contract documents, and manage the quarterly invoicing, reporting and payments.
- B. Synthesize, document and report information on funded TDM program activities. Activities include working with grantees to collect the necessary data, preparing reports for the Oversight Committee, and relaying information back to grantees.
- C. Manage the Request for Proposals for FY 2010 TDM marketing and outreach activities. Activities include revising FY 2009 RFP, releasing and advertising the RFP, preparing applications for the Oversight Committee, and handling all contract issues.
- D. Work with the Triangle TDM Oversight Committee and local and regional service providers on program evaluation. Based on available funding, develop and implement a contract for evaluation of funded TDM activities.
- E. Participate in Regional Transportation Demand Management discussions and meetings as necessary.

### ACCOMPLISHMENTS FOR PRIOR FISCAL YEAR:

- Completed the 2007 Triangle Best Workplaces for Commuters (BWC) campaign, increasing the number of employees working for companies who provide them with BWC-levels of commute benefits by 25,500 to a total of 106,800 since the program started in 2004.
- Worked with partners to implement the recommendations of the Triangle 7-Year TDM plan, including shifting the administrative function from NCDOT to TJCOG and the Best Workplaces for Commuters program from TJCOG to Triangle Transit.
- Created and staffed the Triangle TDM Oversight Committee composed of staff from the MPOs, NCDOT's Public Transportation Division, Federal Highway Administration, Department of Environment and Natural Resources and TJCOG to review, provide guidance on and recommend funding (MPO and NCDOT representatives) for TDM activities, and to provide guidance on TDM program evaluation.
- Managed the FY2009 Request for Proposals for TDM funding under the new administrative arrangement.

**Development & Infrastructure Partnership**

|                                 | <i><b>FY 2007-2008</b></i>    | <i><b>FY 2008-2009</b></i>                           |
|---------------------------------|-------------------------------|--|
|                                 | <i><b>Best Workplaces</b></i> | <i><b>TDM (Transportation Demand Management)</b></i> |
| Project Expenses                | \$98,327                      | \$100,000  |
| Salary                          | \$43,581                      | \$47,606   |
| Fringe                          | \$15,035                      | \$16,186   |
| Travel                          | \$2,525                       | \$1,591  |
| Printing                        | \$2,620                       | \$807  |
| Other/Contractual               | \$1,880                       | \$0  |
| In-Kind                         | \$0                           | \$0  |
| Indirect Cost                   | \$32,686                      | \$33,810   |
| Chatham                         | \$0                           | \$0  |
| Durham                          | \$0                           | \$0  |
| Johnston                        | \$0                           | \$0  |
| Lee                             | \$0                           | \$0  |
| Orange                          | \$0                           | \$0  |
| Wake                            | \$0                           | \$0  |
| Moore                           | \$0                           | \$0  |
| <b>TOTAL LINE ITEM EXPENSES</b> | <b>\$98,327</b>               | <b>\$100,000</b>                                     |

|                                | <i><b>FY 2007-2008</b></i>    | <i><b>FY 2008-2009</b></i>                           |
|--------------------------------|-------------------------------|--|
|                                | <i><b>Best Workplaces</b></i> | <i><b>TDM (Transportation Demand Management)</b></i> |
| Revenues                       |                               |  |
| Federal                        | \$0                           | \$0  |
| Fed/State Pass Through         | \$0                           | \$0  |
| Fed/Medicare                   | \$0                           | \$0  |
| State                          | \$80,000                      | \$100,000  |
| Local                          | \$18,327                      | \$0  |
| Local Match                    | \$0                           | \$0  |
| Special Local                  | \$0                           | \$0  |
| Program Income                 | \$0                           | \$0  |
| Other                          | \$0                           | \$0  |
| In-Kind                        | \$0                           | \$0  |
| <b>TOTAL LINE ITEM REVENUE</b> | <b>\$98,327</b>               | <b>\$100,000</b>                                     |
| Staff                          | 100.0%                        | 106.0%   |
|                                | Freid 37%                     | Coordinator 33%                                      |
|                                | Minker 60%                    | Hodges-Copple 7%                                     |
|                                | Barnes 3%                     | Flaherty 62%   |

**Upgrade & Save**  
**2008-2009 Work Plan**



## Development & Infrastructure Partnership

|                                 | <i>FY 2007-2008</i><br><i>Upgrade and Save</i> | <i>FY 2008-2009</i><br><i>Upgrade and Save</i> |
|---------------------------------|--|--|
| Project Expenses                | \$72,875                                       | \$0  |
| Salary                          | \$16,647                                       | \$0  |
| Fringe                          | \$5,743  | \$0  |
| Travel                          | \$1,000  | \$0  |
| Printing                        | \$1,500  | \$0  |
| Other/Contractual               | \$35,500                                       | \$0  |
| In-Kind                         | \$0  | \$0  |
| Indirect Cost                   | \$12,485                                       | \$0  |
| Chatham                         | \$0  | \$0  |
| Durham                          | \$0  | \$0  |
| Johnston                        | \$0  | \$0  |
| Lee                             | \$0  | \$0  |
| Orange                          | \$0  | \$0  |
| Wake                            | \$0  | \$0  |
| Moore                           | \$0  | \$0  |
| <b>TOTAL LINE ITEM EXPENSES</b> | <b>\$72,875</b>                                | <b>\$0</b>                                     |

|                                | <i>FY 2007-2008</i><br><i>Upgrade and Save</i> | <i>FY 2008-2009</i><br><i>Upgrade and Save</i> |
|--------------------------------|--|--|
| Revenues                       |  |  |
| Federal                        | \$0  | \$0  |
| Fed/State Pass Through         | \$0  | \$0  |
| Fed/Medicare                   | \$0  | \$0  |
| State                          | \$60,500                                       | \$0  |
| Local                          | \$0  | \$0  |
| Local Match                    | \$0  | \$0  |
| Special Local                  | \$0  | \$0  |
| Program Income                 | \$12,375                                       | \$0  |
| Other                          | \$0  | \$0  |
| In-Kind                        | \$0  | \$0  |
| <b>TOTAL LINE ITEM REVENUE</b> | <b>\$72,875</b>                                | <b>\$0</b>                                     |
| Staff                          | 5.0%   | 0.0%   |
|                                | Fried 5%                                       |  |



# SmartGrowth and Planning Technical Services

## 2008-2009 Work Plan

**OBJECTIVE:** Planning and technical services activities focus on four areas:

- Regional Planning Efforts -- participation in regional planning projects undertaken by other organizations that focus on land use, smart growth, infrastructure and environmental planning.
- TJCOG Smart Growth Committee – Manage the activities of the Smart Growth Committee, which meets to share information and explore cooperative efforts on topics determined by the committee leadership and members.
- Technical Assistance & Special Projects -- work with member jurisdictions and other groups on quality-growth related projects of value to the region and member governments.
- Management of TJCOG's planning efforts, including budgeting, personnel, project development and communications.

### **WORK PLAN:**

- A. Participate on technical teams and make presentations as requested associated with regional and state planning activities of interest to member governments.
- B. Staff the TJCOG Smart Growth Committee and provide research and staff support for any committee projects.
- C. Provide technical assistance services in planning and facilitation to member governments on a contract basis as requested.
- D. Coordinate with the Water Resources Project Manager and staff to the Regional Appearance Committee on projects of mutual interest.
- E. Provide a range of assistance and information on development and transportation issues, monitor state-level efforts related to development and transportation, help local governments keep informed on growth management issues, and work with local governments and other groups on development-related issues, as requested.
- F. Manage the TJCOG Planning Team, including developing grant and project proposals; preparing and tracking budgets; hiring new personnel and conducting personnel reviews; and coordinating internal and external communications.
- G. Attend conferences and training sessions that can provide information for community and regional planning projects.

### **ACCOMPLISHMENTS FOR PRIOR FISCAL YEAR:**

- Planned and conducted meetings of the TJCOG Smart Growth Committee; topics included rural planning, downtown planning and development, stormwater management and stream buffers, and development trends and indicators.
- Participated in local/regional cooperative planning efforts, including: the Regional Transportation Strategy group/TriMAP administered by the Raleigh Chamber of Commerce, Triangle Transit Authority meetings, meetings of the Durham-Orange-Wake County Commission Chairs and the Cary-Chapel Hill-Durham-Raleigh Mayors, the Durham-Chapel Hill-Orange County Work Group, the Research Triangle Regional Partnership Stakeholders Group.
- Provided a range of assistance and information on development, greenspace and transportation issues, monitored state-level efforts related to smart growth and infrastructure, helped local governments keep informed on growth management issues, and worked with local governments and other groups on development-related issues, as requested, including

- preparation of Smart Growth presentations (e.g. City of Raleigh comprehensive plan, Wake Forest Economic Development Forum, Urban Land Institute Triangle Chapter).
- Managed the TJCOG Planning Team, including developing grant and project proposals; preparing and tracking budgets; conducting personnel reviews; preparing and presenting material at the annual TJCOG orientation for new members, working on new staff hiring, and coordinating internal and external communications.
- Worked on proposals and implementation of new projects, including the Waste Reduction Partners program and local technical assistance grants.



**Development & Infrastructure Partnership**

*FY 2007-2008*                      *FY 2008-2009*  
*Planning Technical Services*    *Planning Technical Services*

|                                 |                 |                 |
|---------------------------------|-----------------|-----------------|
| Project Expenses                | \$64,986        | \$80,000        |
| Salary                          | \$25,178        | \$36,590        |
| Fringe                          | \$8,686         | \$12,441        |
| Travel                          | \$4,000         | \$4,000         |
| Printing                        | \$2,000         | \$983           |
| Other/Contractual               | \$6,238         | \$0             |
| In-Kind                         | \$0             | \$0             |
| Indirect Cost                   | \$18,884        | \$25,986        |
| Chatham                         | \$0             | \$0             |
| Durham                          | \$0             | \$0             |
| Johnston                        | \$0             | \$0             |
| Lee                             | \$0             | \$0             |
| Orange                          | \$0             | \$0             |
| Wake                            | \$0             | \$0             |
| Moore                           | \$0             | \$0             |
| <b>TOTAL LINE ITEM EXPENSES</b> | <b>\$64,986</b> | <b>\$80,000</b> |

*FY 2007-2008*                      *FY 2008-2009*  
*Planning Technical Services*    *Planning Technical Services*

|                                |                 |                 |
|--------------------------------|-----------------|-----------------|
| Revenues                       |                 |                 |
| Federal                        | \$0             | \$0             |
| Fed/State Pass Through         | \$0             | \$0             |
| Fed/Medicare                   | \$0             | \$0             |
| State                          | \$33,950        | \$10,000        |
| Local                          | \$31,036        | \$45,000        |
| Local Match                    | \$0             | \$0             |
| Special Local                  | \$0             | \$0             |
| Program Income                 | \$0             | \$0             |
| Other                          | \$0             | \$25,000        |
| In-Kind                        | \$0             | \$0             |
| <b>TOTAL LINE ITEM REVENUE</b> | <b>\$64,986</b> | <b>\$80,000</b> |

|       |       |       |
|-------|-------|-------|
| Staff | 36.0% | 60.0% |
|-------|-------|-------|

Hodges-Copple 20%

Hodges-Copple 14%

Black 16%

Black 25%

Barsanti 11%

State -DCA-36500

State -DCA-33950



# Clean Water Education Partnership

## 2008-2009 Work Plan

**OBJECTIVE:** To conduct mass media stormwater quality outreach on behalf of local governments subject to state and federal stormwater outreach requirements. The primary objective of the Program is to improve the general public's understanding of where stormwater pollution comes from, how affects them, how it affects water quality, and how they can help reduce it.

### **WORK PLAN:**

- A. Providing organizational support for the activities of the Partnership Steering Committee and maintaining the Partnership's financial records;
- B. Developing and implementing campaigns, projects, and materials to educate the public about nonpoint source pollution;
- C. Managing, monitoring, and reporting on contractual services relating to the development, distribution, and delivery of CWEP Program materials;
- D. Developing a long-range plan to achieve CWEP Program goals and to establish efficient delivery timelines and mechanisms;
- E. Developing evaluation benchmarks and evaluating the success of the CWEP Program;
- F. Maintaining and updating the CWEP Program web site; and
- G. Expanding the Partnership to include additional local governments and other Partners.

TJCOG provides project management and administrative support services under agreements with each Program Partner. TJCOG enters into contracts for media development, advertising, and related services on behalf of the Partnership. Project income to TJCOG is \$30,000 for FY 2009.

### **ACCOMPLISHMENTS FOR PRIOR FISCAL YEAR:**

- Expanded the CWEP Program partnership to include the Town of Hope Mills;
- Expanded and maintained the CWEP web site;
- Conducted a Summer radio campaign about proper disposal of used motor oil;
- Conducted an Fall television campaign about riparian buffers; and
- Managed a regional survey of stormwater awareness funded by a competitive Section 319 Non Point Source Pollution Control Grant from the NC Department of Environment and Natural Resources.

**Development & Infrastructure Partnership**

|                                 | <i>FY 2007-2008</i><br><i>Clean Water Education</i><br><i>Partnership</i> | <i>FY 2008-2009</i><br><i>Clean Water Education</i><br><i>Partnership</i> |
|---------------------------------|---|---|
| Project Expenses                | \$154,000   | \$162,594   |
| Salary                          | \$0   | \$0   |
| Fringe                          | \$0   | \$0   |
| Travel                          | \$0   | \$0   |
| Printing                        | \$0   | \$0   |
| Other/Contractual               | \$154,000   | \$162,594   |
| In-Kind                         | \$0   | \$0   |
| Indirect Cost                   | \$0   | \$0   |
| Chatham                         | \$0   | \$0   |
| Durham                          | \$0   | \$0   |
| Johnston                        | \$0   | \$0   |
| Lee                             | \$0   | \$0   |
| Orange                          | \$0   | \$0   |
| Wake                            | \$0   | \$0   |
| Moore                           | \$0   | \$0   |
| <b>TOTAL LINE ITEM EXPENSES</b> | <b>\$154,000</b>  | <b>\$162,594</b>  |

|                                | <i>FY 2007-2008</i><br><i>Clean Water Education</i><br><i>Partnership</i> | <i>FY 2008-2009</i><br><i>Clean Water Education</i><br><i>Partnership</i> |
|--------------------------------|---|---|
| Revenues                       |   |   |
| Federal                        | \$0   | \$0   |
| Fed/State Pass Through         | \$0   | \$0   |
| Fed/Medicare                   | \$0   | \$0   |
| State                          | \$0   | \$0   |
| Local                          | \$0   | \$0   |
| Local Match                    | \$0   | \$0   |
| Special Local                  | \$0   | \$162,594   |
| Program Income                 | \$154,000   | \$0   |
| Other                          | \$0   | \$0   |
| In-Kind                        | \$0   | \$0   |
| <b>TOTAL LINE ITEM REVENUE</b> | <b>\$154,000</b>  | <b>\$162,594</b>  |
| Staff                          | 0%  | 0%  |



# Water Resources

## 2008-2009 Work Plan

**OBJECTIVE:** To provide water resources planning services and related technical support services to TJCOG's member governments.

### WORK PLAN:

- A. Providing staff support for projects and activities of the TJCOG Water Resources Advisory Committee;
- B. Providing staff support for, and participating in, special water resources projects and meetings of importance to member governments (NC Drought Management Advisory Council; Water Resources Research Institute Advisory Committee, etc.);
- C. Informing the Board of Delegates and member governments of key proposed regulations or legislation relating to water resources;
- D. Assisting local governments in efforts to identify, apply for, and obtain supplemental financial assistance for water and wastewater facility improvements and water resources protection programs;
- E. Providing technical assistance to local governments on water resource and water and sewer utility infrastructure issues;
- F. Obtaining, compiling, analyzing, and reporting information concerning water, sewer, and stormwater infrastructure, rates and fees, etc. in the region;
- G. Providing technical and organizational support services to the Upper Neuse River Basin Association, Inc. and the Upper Cape Fear River Basin Association, Inc., in accordance with TJCOG's contracts with each of these organizations;
- H. Assisting local governments in working with the NC Division of Water Quality on the Jordan Lake TMDL and Nutrient Rules, and Falls Lake TMDL and Nutrient Rules;
- I. Providing technical and project management support services to the Cape Fear River Assembly for the development of a Jordan Lake Watershed Nutrient Trading Program; and
- J. Providing technical and project management support services to the NC Division of Water Resources for the development of a Neuse River Basin Hydrologic Model.

### ACCOMPLISHMENTS FOR PRIOR FISCAL YEAR:

- Continued building the Water Resources Advisory Committee;
- Represented Triangle Region local government interests on the NC Drought Management Advisory Council, the Water Resources Research Institute Advisory Committee, and the NC Water Resources Association Board of Directors;
- Published the 2007 Triangle Area Water and Sewer Rates Survey;
- Published the first TJCOG Stormwater Fees Survey;
- Provided technical and organizational support services to the Upper Neuse River Basin Association, Inc. and the Upper Cape Fear River Basin Association, Inc.;
- Provided technical and organizational support services to the Clean Water Education Partnership and continued to expand the Partnership;
- Provided technical and organizational support services to the Triangle Area Water Supply Monitoring Project, increased the number of Project Partners, and launched Phase VI of the Project;
- Provided management and technical support services to the Cape Fear River Assembly for the development of a Jordan Lake Watershed Nutrient Trading Program;
- Provided technical support to TJCOG member governments in application of the Cape Fear River Basin Hydrologic Model; and



- Provided technical support to TJCOG member governments in managing water resources during the 2007-2008 drought.

## Development & Infrastructure Partnership

|                                 | <i>FY 2007-2008</i>    | <i>FY 2008-2009</i>    |
|---------------------------------|------------------------|------------------------|
|                                 | <i>Water Resources</i> | <i>Water Resources</i> |
| Project Expenses                | \$198,046              | \$234,200              |
| Salary                          | \$89,301               | \$73,942               |
| Fringe                          | \$30,809               | \$25,140               |
| Travel                          | \$8,400                | \$15,000               |
| Printing                        | \$560                  | \$500                  |
| Other/Contractual               | \$2,000                | \$67,104               |
| In-Kind                         | \$0                    | \$0                    |
| Indirect Cost                   | \$66,976               | \$52,514               |
| Chatham                         | \$0                    | \$0                    |
| Durham                          | \$0                    | \$0                    |
| Johnston                        | \$0                    | \$0                    |
| Lee                             | \$0                    | \$0                    |
| Orange                          | \$0                    | \$0                    |
| Wake                            | \$0                    | \$0                    |
| Moore                           | \$0                    | \$0                    |
| <b>TOTAL LINE ITEM EXPENSES</b> | \$198,046              | \$234,200              |

|                                | <i>FY 2007-2008</i>    | <i>FY 2008-2009</i>    |
|--------------------------------|------------------------|------------------------|
|                                | <i>Water Resources</i> | <i>Water Resources</i> |
| Revenues                       |                        |                        |
| Federal                        | \$16,500               | \$4,500                |
| Fed/State Pass Through         | \$0                    | \$0                    |
| Fed/Medicare                   | \$0                    | \$0                    |
| State                          | \$0                    | \$29,700               |
| Local                          | \$112,546              | \$111,000              |
| Local Match                    | \$0                    | \$0                    |
| Special Local                  | \$0                    | \$20,000               |
| Program Income                 | \$69,000               | \$0                    |
| Other                          | \$0                    | \$69,000               |
| In-Kind                        | \$0                    | \$0                    |
| <b>TOTAL LINE ITEM REVENUE</b> | \$198,046              | \$234,200              |

|       |            |              |
|-------|------------|--------------|
| Staff | 159.0%     | 113.0%       |
|       | Miller 92% | Miller 82%   |
|       | Bruce 67%  | Bruce 21%    |
|       |            | Saunders 10% |

# Water Quality Monitoring

## 2008-2009 Work Plan

**OBJECTIVE:** To continue the Triangle Area Water Supply Monitoring Project, a cooperative interlocal water quality monitoring program involving several drinking water supply sources throughout the region. The primary purposes of the project are to:

- Determine the presence or absence of pollutants in the region's drinking water supplies;
- Measure long-term trends in water quality to help guide watershed management efforts; and
- Provide local governments cost-effective water supply water quality monitoring services.

### **WORK PLAN:**

- A. Managing the activities of the Project Steering Committee and technical subcontractors; maintaining the Project's financial records; and providing staff support to the Project Steering Committee and subcommittees;
- B. Assisting in educating local governments and citizens in the region about the Project findings and issues through maintenance of the Project web site, presentations and periodic progress reports;
- C. Assisting the Project Steering Committee in efforts to identify, apply for, and obtain supplemental funding assistance for accomplishing the Project's goals and objectives;
- D. Assisting the Project Steering Committee in efforts to develop a consolidated water quality information database relating to the Project.

TJCOG provides project management and administrative support services under contract with the Project Steering Committee. Participating local governments pay the US Geological Survey for water quality sampling and analysis, flow gaging station information and support, and related services. Project income to TJCOG is \$20,000 for FY 2009.

### **ACCOMPLISHMENTS FOR PRIOR FISCAL YEAR:**

- Continued managing the project in accordance with the project objectives.
- US Geological Survey published the Occurrence of Organic Wastewater Compounds in Selected Surface-Water Supplies, Triangle Area of North Carolina, 2002–2005 report in cooperation with the Project Steering Committee.



**Development & Infrastructure Partnership**

|                                 | <i>FY 2007-2008</i>             | <i>FY 2008-2009</i>             |
|---------------------------------|---------------------------------|---------------------------------|
|                                 | <i>Water Quality Monitoring</i> | <i>Water Quality Monitoring</i> |
| Project Expenses                | \$425,000                       | \$426,825                       |
| Salary                          | \$0                             | \$0                             |
| Fringe                          | \$0                             | \$0                             |
| Travel                          | \$0                             | \$0                             |
| Printing                        | \$0                             | \$0                             |
| Other/Contractual               | \$425,000                       | \$426,825                       |
| In-Kind                         | \$0                             | \$0                             |
| Indirect Cost                   | \$0                             | \$0                             |
| Chatham                         | \$0                             | \$0                             |
| Durham                          | \$0                             | \$0                             |
| Johnston                        | \$0                             | \$0                             |
| Lee                             | \$0                             | \$0                             |
| Orange                          | \$0                             | \$0                             |
| Wake                            | \$0                             | \$0                             |
| Moore                           | \$0                             | \$0                             |
| <b>TOTAL LINE ITEM EXPENSES</b> | <b>\$425,000</b>                | <b>\$426,825</b>                |

|                                | <i>FY 2007-2008</i>             | <i>FY 2008-2009</i>             |
|--------------------------------|---------------------------------|---------------------------------|
|                                | <i>Water Quality Monitoring</i> | <i>Water Quality Monitoring</i> |
| Revenues                       |                                 |                                 |
| Federal                        | \$0                             | \$0                             |
| Fed/State Pass Through         | \$0                             | \$0                             |
| Fed/Medicare                   | \$0                             | \$0                             |
| State                          | \$0                             | \$0                             |
| Local                          | \$0                             | \$0                             |
| Local Match                    | \$0                             | \$0                             |
| Special Local                  | \$425,000                       | \$426,825                       |
| Program Income                 | \$0                             | \$0                             |
| Other                          | \$0                             | \$0                             |
| In-Kind                        | \$0                             | \$0                             |
| <b>TOTAL LINE ITEM REVENUE</b> | <b>\$425,000</b>                | <b>\$426,825</b>                |
| Staff                          | 0%                              | 0%                              |

# Regional Data Services

## 2008-2009 Work Plan

**OBJECTIVE:** Serve as the regional data center: collecting, analyzing, and providing a wide range of economic, social and demographic data and GIS mapping to government, business, non-profit, academic, and media users.

### WORK PLAN:

- A. Continue to collect and update data provided by the state data center network and from other sources; attend the annual state data center meeting.
- B. Update and maintain frequently requested data on the TJCOG web site.
- C. Respond to requests for data and presentations from member governments, businesses, academic institutions, non profit agencies and citizens.
- D. Access the Log Into North Carolina electronic database and other computerized data sources such as the BEA REIS and census web site, as appropriate.
- E. Gather, synthesize and document GIS data and mapping for the region and prepare an annual report to member governments on the
- F. Provide information associated with Census 2000 and the American Community Survey, and participate in activities to prepare for Census 2010.

### ACCOMPLISHMENTS FOR PRIOR FISCAL YEAR:

- Compiled data and assisted customers with questions on Census, state and regional statistics and GIS mapping information.

## Development & Infrastructure Partnership

|                                 | <i>FY 2007-2008</i>         | <i>FY 2008-2009</i>         |
|---------------------------------|-----------------------------|-----------------------------|
|                                 | <i>Regional Data Center</i> | <i>Regional Data Center</i> |
| Project Expenses                | \$32,289                    | \$30,000                    |
| Salary                          | \$13,731                    | \$14,382                    |
| Fringe                          | \$4,737                     | \$4,890                     |
| Travel                          | \$1,200                     | \$0                         |
| Printing                        | \$500                       | \$514                       |
| Other/Contractual               | \$1,823                     | \$0                         |
| In-Kind                         | \$0                         | \$0                         |
| Indirect Cost                   | \$10,298                    | \$10,214                    |
| Chatham                         | \$0                         | \$0                         |
| Durham                          | \$0                         | \$0                         |
| Johnston                        | \$0                         | \$0                         |
| Lee                             | \$0                         | \$0                         |
| Orange                          | \$0                         | \$0                         |
| Wake                            | \$0                         | \$0                         |
| Moore                           | \$0                         | \$0                         |
| <b>TOTAL LINE ITEM EXPENSES</b> | <b>\$32,289</b>             | <b>\$30,000</b>             |

|                                | <i>FY 2007-2008</i>         | <i>FY 2008-2009</i>         |
|--------------------------------|-----------------------------|-----------------------------|
|                                | <i>Regional Data Center</i> | <i>Regional Data Center</i> |
| Revenues                       |                             |                             |
| Federal                        | \$0                         | \$0                         |
| Fed/State Pass Through         | \$0                         | \$0                         |
| Fed/Medicare                   | \$0                         | \$0                         |
| State                          | \$15,000                    | \$10,000                    |
| Local                          | \$17,289                    | \$20,000                    |
| Local Match                    | \$0                         | \$0                         |
| Special Local                  | \$0                         | \$0                         |
| Program Income                 | \$0                         | \$0                         |
| Other                          | \$0                         | \$0                         |
| In-Kind                        | \$0                         | \$0                         |
| <b>TOTAL LINE ITEM REVENUE</b> | <b>\$32,289</b>             | <b>\$30,000</b>             |

|       |           |           |
|-------|-----------|-----------|
| Staff | 23.0%     | 23.0%     |
|       | Black 10% | Black 10% |
|       | Bacon 10% | Bacon 10% |
|       | Barnes 3% | Barnes 3% |

# Center Of the Region Enterprise (CORE)

## 2008-2009 Work Plan

**OBJECTIVE:** Pursue development, transportation and greenspace opportunities identified in the CORE Workshop Report and proposed by the CORE Communities Work Group.

### **WORK PLAN:**

- A. Complete and publish the update of the CORE Pedestrian/Bicycle/Greenspace Plan.
- B. Support strategies related to development opportunities near transit in the CORE area in partnership with Triangle Transit and other partners.
- C. Continue to track the status of CORE Workshop Report recommendations.
- D. Participate, as requested, in the Research Triangle Foundation's strategic planning efforts.
- E. Administer meetings of the CORE Communities Work Group and technical staff.
- F. Pursue opportunities to support the CORE transit connector concept during the development of the MPO 2035 Long Range Transportation Plans.
- G. Participate in CORE Communities Work Group member planning efforts.
- H. Continue to gather, synthesize and map information on development proposals in the CORE area.

### **ACCOMPLISHMENTS FOR PRIOR FISCAL YEAR:**

- Worked with member communities to track development proposals and plans in the CORE area.
- Began the update of the CORE Pedestrian/Bicycle/Greenspace network plan.
- Administered meetings of the CORE Communities Work Group, focusing on the Special Transit Advisory Commission and the greenspace/pedestrian/bicycle network.
- Provided support to include the CORE Transit Circulator concept into the Special Transit Advisory Commission's work.
- Expanded the CORE work group to include the RDU Airport and the Research Triangle Foundation.

**Development & Infrastructure Partnership**

|                                 | <i><b>FY 2007-2008<br/>CORE Project</b></i> | <i><b>FY 2008-2009<br/>CORE Project</b></i> |
|---------------------------------|---|---|
| Project Expenses                | \$40,000                                    | \$48,000                                    |
| Salary                          | \$18,734                                    | \$22,823                                    |
| Fringe                          | \$6,463                                     | \$7,760                                     |
| Travel                          | \$100                                       | \$708                                       |
| Printing                        | \$100                                       | \$500                                       |
| Other/Contractual               | \$552                                       | \$0   |
| In-Kind                         | \$0   | \$0   |
| Indirect Cost                   | \$14,051                                    | \$16,209                                    |
| Chatham                         | \$0   | \$0   |
| Durham                          | \$0   | \$0   |
| Johnston                        | \$0   | \$0   |
| Lee                             | \$0   | \$0   |
| Orange                          | \$0   | \$0   |
| Wake                            | \$0   | \$0   |
| Moore                           | \$0   | \$0   |
| <b>TOTAL LINE ITEM EXPENSES</b> | <b>\$40,000</b>                             | <b>\$48,000</b>                             |

|                                | <i><b>FY 2007-2008<br/>CORE Project</b></i> | <i><b>FY 2008-2009<br/>CORE Project</b></i> |
|--------------------------------|---|---|
| Revenues                       |   |   |
| Federal                        | \$0   | \$0   |
| Fed/State Pass Through         | \$0   | \$0   |
| Fed/Medicare                   | \$0   | \$0   |
| State                          | \$0   | \$0   |
| Local                          | \$0   | \$11,000                                    |
| Local Match                    | \$0   | \$0   |
| Special Local                  | \$0   | \$32,500                                    |
| Program Income                 | \$40,000                                    | \$0   |
| Other                          | \$0   | \$4,500                                     |
| In-Kind                        | \$0   | \$0   |
| <b>TOTAL LINE ITEM REVENUE</b> | <b>\$40,000</b>                             | <b>\$48,000</b>                             |

|       |                   |                   |
|-------|-------------------|-------------------|
| Staff | 30.0%             | 40.0%             |
|       | Hodges-Copple 10% | Hodges-Copple 10% |
|       | Barnes 5%         | Bearden 7%        |
|       | Black 15%         | Black 9%          |
|       |                   | Barsanti 14%      |

# Triangle Land Use/Mobility/Air Quality Coordination

## 2008-2009 Work Plan

**OBJECTIVE:** Serve as a focal point for the intersection of Triangle Land Use/Mobility/Air Quality planning.

### **WORK PLAN:**

- A. Manage air quality conformity work associated with the 2035 Long Range Transportation Plans.
- B. Facilitate and host meetings of the Triangle Regional Model Executive Committee.
- C. Work on land use/ transportation/air quality interactions associated with Triangle regional transportation planning, including the LRTPs, follow-up work related to transit recommendations from the Special Transit Advisory Commission, the 21st Century Transportation Committee, and TriMAP.
- D. Understand and communicate the responsibilities, schedules, and mechanisms associated with developing emission budgets, developing and analyzing strategies, and addressing air quality regulations associated with the revised 2008 federal ozone standard.
- E. Coordinate with local and regional air quality planning and educational efforts (e.g. Triangle AirAwareness program).
- F. Prepare communications materials, create and maintain a project web site, and attend meetings, as appropriate, related to air quality.
- G. Work with partners to develop Triangle-specific transportation, land-use and development-related strategies, as appropriate.

### **ACCOMPLISHMENTS FOR PRIOR FISCAL YEAR:**

- Provided staff and mapping support to the Special Transit Advisory Commission.
- Created and maintained the Special Transit Advisory Commission website.
- Completed collection, synthesis, evaluation and communication of information for land use, travel and costs for the Regional Transit Blueprint Technical Analysis project.
- Provided materials to MPOs, RPOs, NCDOT and others related to federal air quality regulations.
- Coordinated preparation of the Conformity Report for the 2009-15 TIPs.
- Coordinated with local and regional air quality planning and educational efforts (e.g. Triangle AirAwareness program).
- Maintained and updated the triangleair.org web site.
- Participated in State Interagency Coordination Meetings on air quality.

**Development & Infrastructure Partnership**

|                                 | <i>FY 2007-2008</i>               | <i>FY 2008-2009</i>               |
|---------------------------------|-----------------------------------|-----------------------------------|
|                                 | <i>MPO Air Quality &amp; Land</i> | <i>MPO Air Quality &amp; Land</i> |
|                                 | <i>Use</i>                        | <i>Use</i>                        |
| Project Expenses                | \$100,000                         | \$132,812                         |
| Salary                          | \$46,436                          | \$62,518                          |
| Fringe                          | \$16,020                          | \$21,256                          |
| Travel                          | \$1,000                           | \$3,638                           |
| Printing                        | \$500                             | \$1,000                           |
| Other/Contractual               | \$1,217                           | \$0                               |
| In-Kind                         | \$0                               | \$0                               |
| Indirect Cost                   | \$34,827                          | \$44,400                          |
| Chatham                         | \$0                               | \$0                               |
| Durham                          | \$0                               | \$0                               |
| Johnston                        | \$0                               | \$0                               |
| Lee                             | \$0                               | \$0                               |
| Orange                          | \$0                               | \$0                               |
| Wake                            | \$0                               | \$0                               |
| Moore                           | \$0                               | \$0                               |
| <b>TOTAL LINE ITEM EXPENSES</b> | <b>\$100,000</b>                  | <b>\$132,812</b>                  |

|                                | <i>FY 2007-2008</i>               | <i>FY 2008-2009</i>               |
|--------------------------------|-----------------------------------|-----------------------------------|
|                                | <i>MPO Air Quality &amp; Land</i> | <i>MPO Air Quality &amp; Land</i> |
|                                | <i>Use</i>                        | <i>Use</i>                        |
| Revenues                       |                                   |                                   |
| Federal                        | \$0                               | \$0                               |
| Fed/State Pass Through         | \$0                               | \$0                               |
| Fed/Medicare                   | \$0                               | \$0                               |
| State                          | \$0                               | \$0                               |
| Local                          | \$0                               | \$11,562                          |
| Local Match                    | \$0                               | \$0                               |
| Special Local                  | \$0                               | \$15,000                          |
| Program Income                 | \$100,000                         | \$0                               |
| Other                          | \$0                               | \$106,250                         |
| In-Kind                        | \$0                               | \$0                               |
| <b>TOTAL LINE ITEM REVENUE</b> | <b>\$100,000</b>                  | <b>\$132,812</b>                  |

|       |                   |                   |
|-------|-------------------|-------------------|
| Staff | 76.0%             | 105.0%            |
|       | Hodges-Copple 27% | Hodges-Copple 25% |
|       | Barnes 15%        | Barnes 10%        |
|       | Black 24%         | Black 40%         |
|       | New Planner 100%  | Bearden 30%       |

# Development & Infrastructure Initiatives

## 2008-2009 Work Plan

**OBJECTIVE:** Manage the Partnership for Development & Infrastructure consisting of leaders from government, universities and regional business and planning organizations and work with the partners to identify and pursue top-priority initiatives.

### WORK PLAN:

- A. Convene and administer meetings of the partners.
- B. Work with the partners on specific activities based on membership interests; examples based on initial partner guidance could include joint sustainability initiatives, innovative infrastructure fiscal policies, more structured and incentive-based development planning tied to infrastructure investments, and assessing developments of regional impact.
- C. Provide information to the membership on critical development and infrastructure issues, as defined by the membership.
- D. Participate in partner activities and related efforts, including Reality Check.

### ACCOMPLISHMENTS FOR PRIOR FISCAL YEAR:

- Secured commitments from government, university and regional business and planning organizations to participate in the partnership (July-October 2007).
- Advertised for, interviewed and hired a planner to work on partnership initiatives (November 2007-February 2008).
- Held meetings with staff leadership of the partners to provide guidance on the focus and initial tasks of the partnership: regional business and planning organizations, local government and COG planning directors, and university development/infrastructure leadership (January-March 2008).
- Gathered information and prepared a report on local and regional infrastructure planning (in process).
- Held initial meeting of all the partners (in process)
- Provided updates on the partnership to COG officers, executive committee, board and other partners.



## Development & Infrastructure Partnership

|                                 | <i>FY 2007-2008<br/>Development &amp;<br/>Infrastructure Planning</i> | <i>FY 2008-2009<br/>Development &amp;<br/>Infrastructure Planning</i> |
|---------------------------------|---|---|
| Project Expenses                | \$226,736   | \$175,000   |
| Salary                          | \$97,010  | \$79,878  |
| Fringe                          | \$33,468  | \$27,159  |
| Travel                          | \$4,000   | \$1,800   |
| Printing                        | \$4,500   | \$1,152   |
| Other/Contractual               | \$15,000  | \$8,282   |
| In-Kind                         | \$0   | \$0   |
| Indirect Cost                   | \$72,758  | \$56,729  |
| Chatham                         | \$0   | \$0   |
| Durham                          | \$0   | \$0   |
| Johnston                        | \$0   | \$0   |
| Lee                             | \$0   | \$0   |
| Orange                          | \$0   | \$0   |
| Wake                            | \$0   | \$0   |
| Moore                           | \$0   | \$0   |
| <b>TOTAL LINE ITEM EXPENSES</b> | <b>\$226,736</b>  | <b>\$175,000</b>  |

|                                | <i>FY 2007-2008<br/>Development &amp;<br/>Infrastructure Planning</i> | <i>FY 2008-2009<br/>Development &amp;<br/>Infrastructure Planning</i> |
|--------------------------------|---|---|
| Revenues                       |   |   |
| Federal                        | \$0   | \$0   |
| Fed/State Pass Through         | \$0   | \$0   |
| Fed/Medicare                   | \$0   | \$0   |
| State                          | \$0   | \$15,000  |
| Local                          | \$41,736  | \$34,500  |
| Local Match                    | \$0   | \$0   |
| Special Local                  | \$0   | \$0   |
| Program Income                 | \$185,000   | \$125,500   |
| Other                          | \$0   | \$0   |
| In-Kind                        | \$0   | \$0   |
| <b>TOTAL LINE ITEM REVENUE</b> | <b>\$226,736</b>  | <b>\$175,000</b>  |

|       |        |        |
|-------|--------|--------|
| Staff | 190.0% | 150.0% |
|-------|--------|--------|

|                   |                   |
|-------------------|-------------------|
| Black 35%         | Black 15%         |
| Hodges-Copple 30% | Hodges-Copple 30% |
| Bearden 35%       | Bearden 25%       |
| New Planner 90%   | Barsanti 75%      |



**Development & Infrastructure Partnership  
Summary Page**

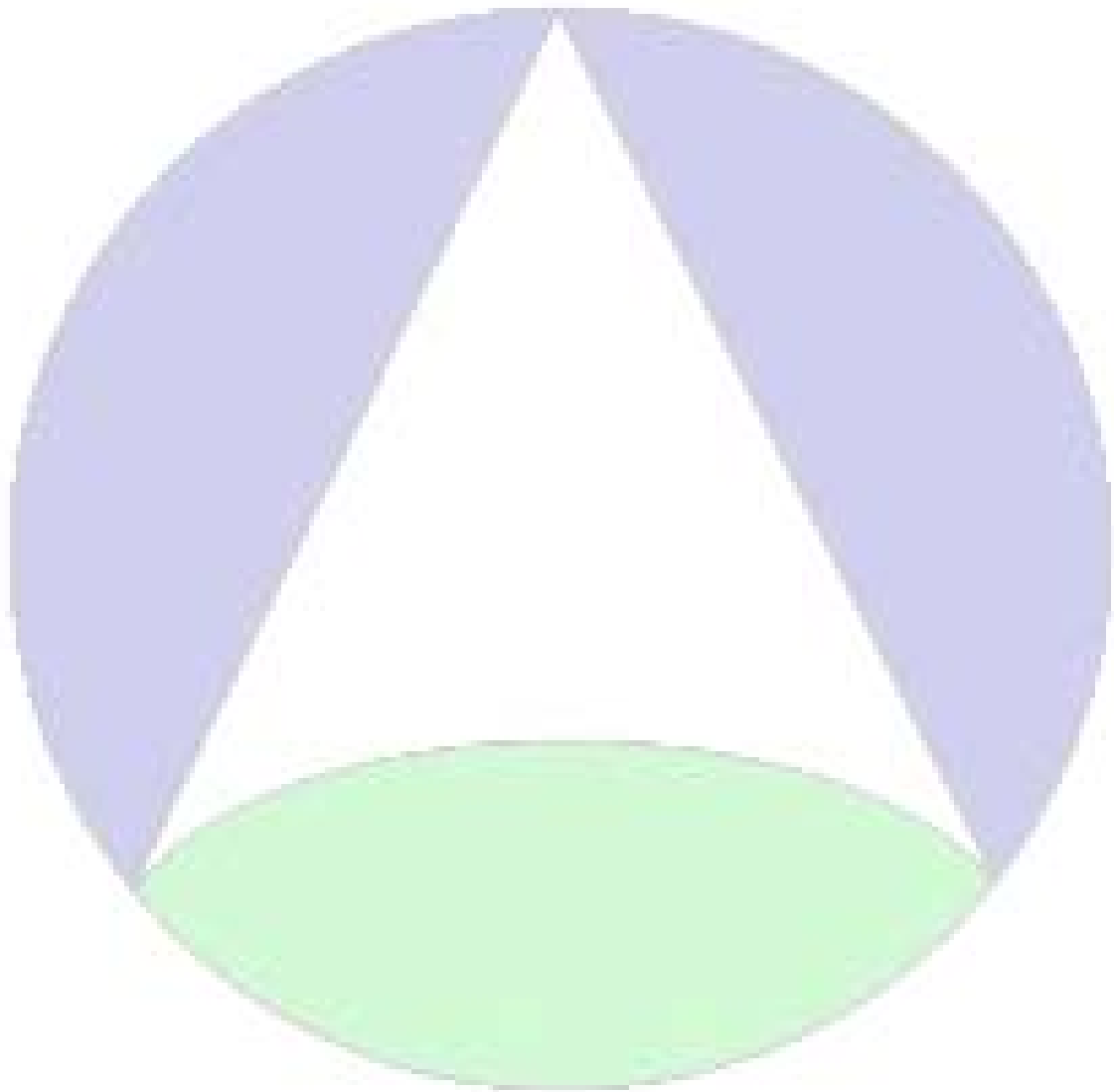


## Development & Infrastructure Partnership

|                                 | <i>FY 2007-2008</i> | <i>FY 2008-2009</i> |
|---------------------------------|---------------------|---------------------|
|                                 | <i>Total</i>        | <i>Total</i>        |
| Project Expenses                | \$2,242,118         | \$2,731,839         |
| Salary                          | \$626,672           | \$651,463           |
| Fringe                          | \$216,135           | \$221,497           |
| Travel                          | \$31,280            | \$39,921            |
| Printing                        | \$19,465            | \$13,404            |
| Other/Contractual               | \$878,562           | \$1,342,884         |
| In-Kind                         | \$0                 | \$0                 |
| Indirect Cost                   | \$470,004           | \$462,669           |
| Chatham                         | \$0                 | \$0                 |
| Durham                          | \$0                 | \$0                 |
| Johnston                        | \$0                 | \$0                 |
| Lee                             | \$0                 | \$0                 |
| Orange                          | \$0                 | \$0                 |
| Wake                            | \$0                 | \$0                 |
| Moore                           | \$0                 | \$0                 |
| <b>TOTAL LINE ITEM EXPENSES</b> | <b>\$2,242,118</b>  | <b>\$2,731,839</b>  |

|                                | <i>FY 2007-2008</i> | <i>FY 2008-2009</i> |
|--------------------------------|---------------------|---------------------|
|                                | <i>Total</i>        | <i>Total</i>        |
| Revenues                       |                     |                     |
| Federal                        | \$196,094           | \$596,636           |
| Fed/State Pass Through         | \$0                 | \$0                 |
| Fed/Medicare                   | \$0                 | \$0                 |
| State                          | \$554,532           | \$468,714           |
| Local                          | \$404,073           | \$399,719           |
| Local Match                    | \$0                 | \$0                 |
| Special Local                  | \$455,000           | \$864,090           |
| Program Income                 | \$632,419           | \$183,044           |
| Other                          | \$0                 | \$219,636           |
| In-Kind                        | \$0                 | \$0                 |
| <b>TOTAL LINE ITEM REVENUE</b> | <b>\$2,242,118</b>  | <b>\$2,731,839</b>  |
| Staff                          | 1162.0%             | 1252.5%             |





# **Aging Planning and Administration**

## **2008-2009 Work Plan**

**OBJECTIVE:** To promote the independence and preserve the dignity of older adults and their families by: seeking to ensure simplified, comprehensive, coordinated and easily identifiable access to programs; continually offering support to improve the quality of locally delivered services; advocating for policies that benefit older adults and increase their opportunities and options for leading independent, meaningful lives.

### **WORK PLAN:**

- A. Continue the implementation of a multi-year Area Plan On Aging. Emphasize the aspect of the Plan, which supports family caregivers throughout the seven-county region; including facilitation for the convening of planning/resource development groups in each county and the contracting of \$365,000 federal funds to provide information about services, assistance in gaining access to services, individual counseling/training, respite care, and supplemental services.
- B. Report to county Managers the results of compliance monitoring site visits for the \$6.4 million Home and Community Care Block Grants offering local services to older adults and their families.
- C. Provide on-going technical assistance and consultation to local providers of services to the older population, including community planning for the growing population of older adults and their caregivers, the development of a comprehensive system of home and community based care and the certification process recognizing senior centers of merit and excellence.
- D. Support the work of the Region's Senior Tar Heel Legislative Delegation, the Area Agency on Aging's Advisory Council on Aging, the North Carolina Coalition on Aging and other advocacy groups as they determine and address issues of importance to the older population.
- E. Provide information and education regarding aging issues. Maintain both an interactive website providing information regarding aging issues and resources ([www.tjaaa.org](http://www.tjaaa.org)) and an interactive website providing support specific to the needs of family caregivers ([www.fullcirclecare.org](http://www.fullcirclecare.org)).

### **ACCOMPLISHMENTS FOR PRIOR FISCAL YEAR:**

- The newly upgraded caregiver information website, [www.fullcirclecare.org](http://www.fullcirclecare.org), continued to get national recognition.
- Co-sponsored Scam Jams in various counties.
- Implemented "Healthy Living" evidence-based health promotion and disease prevention initiative.
- Continued work with Durham's Senior Adult Results Based Accountability Team, Johnston County Council on Aging and Lee County Senior Services in strategic planning for older adults in those counties.
- Developed new Area Plan on Aging for FY '08 – '12.
- Began work as regional hub for NC CareLINK, the state's new web-based information and referral system

**Elderly Care**

|                                 | <i><b>FY 2007-2008</b></i>                        | <i><b>FY 2008-2009</b></i>                        |
|---------------------------------|---|---|
|                                 | <i><b>Aging Planning /<br/>Administration</b></i> | <i><b>Aging Planning /<br/>Administration</b></i> |
| Project Expenses                | \$462,257   | \$491,899   |
| Salary                          | \$216,113   | \$225,378   |
| Fringe                          | \$74,559  | \$76,629  |
| Travel                          | \$8,000   | \$8,000   |
| Printing                        | \$1,500   | \$1,500   |
| Other/Contractual               | \$0   | \$20,329  |
| In-Kind                         | \$0   | \$0   |
| Indirect Cost                   | \$162,085   | \$160,063   |
| Chatham                         | \$0   | \$0   |
| Durham                          | \$0   | \$0   |
| Johnston                        | \$0   | \$0   |
| Lee                             | \$0   | \$0   |
| Orange                          | \$0   | \$0   |
| Wake                            | \$0   | \$0   |
| Moore                           | \$0   | \$0   |
| <b>TOTAL LINE ITEM EXPENSES</b> | <b>\$462,257</b>                                  | <b>\$491,899</b>                                  |

|                                | <i><b>FY 2007-2008</b></i>                        | <i><b>FY 2008-2009</b></i>                        |
|--------------------------------|---|---|
|                                | <i><b>Aging Planning /<br/>Administration</b></i> | <i><b>Aging Planning /<br/>Administration</b></i> |
| Revenues                       |   |   |
| Federal                        | \$290,397   | \$309,141   |
| Fed/State Pass Through         | \$0   | \$0   |
| Fed/Medicare                   | \$0   | \$0   |
| State                          | \$27,776  | \$45,423  |
| Local                          | \$0   | \$0   |
| Local Match                    | \$144,084   | \$137,335   |
| Special Local                  | \$0   | \$0   |
| Program Income                 | \$0   | \$0   |
| Other                          | \$0   | \$0   |
| In-Kind                        | \$0   | \$0   |
| <b>TOTAL LINE ITEM REVENUE</b> | <b>\$462,257</b>                                  | <b>\$491,899</b>                                  |

|       |        |        |
|-------|--------|--------|
| Staff | 450.0% | 450.0% |
|-------|--------|--------|

|                            |                        |
|----------------------------|------------------------|
| Pellettier 100%            | Pellettier 100%        |
| Lewis 10%; Kepler 25%      | Lewis 10%; Kepler 25%  |
| Ruffner 100%; Newcomb 100% | Tanzy 100%; Link 100%  |
| Warren 100%; Bacon 15%     | Warren 100%; Bacon 15% |



# Regional Ombudsman Program

## 2008-2009 Work Plan

**OBJECTIVE:** To advocate for residents' rights and enhance the quality of care and quality of life for residents in long term care facilities.

### **WORK PLAN:**

- A. Provide quarterly training sessions for new members (about 33 annually) of the County-appointed Nursing Home and Adult Care Home Community Advisory Committees (CACs).
- B. Provide on-going technical assistance –including rules and regulations, visitation and mediation techniques – for all 184 CAC volunteers so they can meet all program/statutory requirements.
- C. Investigate and resolve approximately 225 complaints related to resident rights, whenever possible mediating disputes between long term care residents and facilities.
- D. Publish the Ombudsman Quarterly to inform the public about long term care issues, resources and options (at least 2 issues per year).
- E. Promote elder abuse awareness through education for long term care facility staff, families, residents and community members via public presentations, two websites and the distribution of printed and/or video material.
- F. Educate the public and long term care facility staff on long term care issues and strategies to meet needs (e.g. residents' rights, sensitivity training, dealing with “challenging” behaviors, Alzheimer's disease, elder abuse, current priority issues).
- G. Provide on-going technical assistance to the public (e.g. navigating the long term care system; facility surveys/complaints; complaint resolution process; rights/rules/regulations).

### **ACCOMPLISHMENTS FOR PRIOR FISCAL YEAR:**

In addition to provision of services and technical assistance as required by the work plan for FY 2007 - 2008, the Ombudsman Program:

- Held a meeting of the Chairs of the region's Nursing Home and Adult Care Home Community Advisory Committees. The Chairs shared best practices and appreciation for their commitment was expressed.
- Obtained funding for a mobile Access Dental unit for Orange, Chatham and Durham counties to provide comprehensive dentistry within long term care facilities. Services include: oral examinations, cleanings, fillings, extractions, dentures, bridge and crown work, oral care education and outpatient surgery in a hospital setting for residents with especially challenging behaviors.





**Elderly Care**

|                                 | <i><b>FY 2007-2008</b></i>    | <i><b>FY 2008-2009</b></i>    |
|---------------------------------|-------------------------------|-------------------------------|
|                                 | <i><b>Aging Ombudsman</b></i> | <i><b>Aging Ombudsman</b></i> |
| Project Expenses                | \$388,357                     | \$408,809                     |
| Salary                          | \$172,769                     | \$180,405                     |
| Fringe                          | \$59,605                      | \$61,338                      |
| Travel                          | \$18,500                      | \$20,000                      |
| Printing                        | \$906                         | \$1,000                       |
| Other/Contractual               | \$7,000                       | \$10,942                      |
| In-Kind                         | \$0                           | \$7,000                       |
| Indirect Cost                   | \$129,577                     | \$128,124                     |
| Chatham                         | \$0                           | \$0                           |
| Durham                          | \$0                           | \$0                           |
| Johnston                        | \$0                           | \$0                           |
| Lee                             | \$0                           | \$0                           |
| Orange                          | \$0                           | \$0                           |
| Wake                            | \$0                           | \$0                           |
| Moore                           | \$0                           | \$0                           |
| <b>TOTAL LINE ITEM EXPENSES</b> | <b>\$388,357</b>              | <b>\$408,809</b>              |

|                                | <i><b>FY 2007-2008</b></i>    | <i><b>FY 2008-2009</b></i>    |
|--------------------------------|-------------------------------|-------------------------------|
|                                | <i><b>Aging Ombudsman</b></i> | <i><b>Aging Ombudsman</b></i> |
| Revenues                       |                               |                               |
| Federal                        | \$214,224                     | \$218,152                     |
| Fed/State Pass Through         | \$0                           | \$0                           |
| Fed/Medicare                   | \$0                           | \$0                           |
| State                          | \$0                           | \$0                           |
| Local                          | \$0                           | \$0                           |
| Local Match                    | \$167,133                     | \$183,657                     |
| Special Local                  | \$0                           | \$0                           |
| Program Income                 | \$0                           | \$0                           |
| Other                          | \$0                           | \$0                           |
| In-Kind                        |                               |                               |
| <b>TOTAL LINE ITEM REVENUE</b> | <b>\$388,357</b>              |                               |
| Staff                          | 375.0%                        | 367.6%                        |
|                                | Murphy 100%                   | Murphy 100%                   |
|                                | Passmore 100%                 | Passmore 100%                 |
|                                | Karhoff 100%                  | Karhoff 100%                  |
|                                | Kepler 75%                    | Kepler 67.6%                  |

# Family Caregiver Support Program

## 2008-2009 Work Plan

**OBJECTIVE:** To lead a regional program to assist families' efforts in caring for their senior relatives at home, through development of multifaceted caregiver support services and resources in communities.

### WORK PLAN:

- A. Continue the development of resources for family caregiver training and respite in each county via Older Americans Act Title III-E funding.
- B. Increase community involvement in planning and providing family caregiver support in each regional county. Assist each county's lead service provider with creation and establishment of a standing local process for assessing need and planning for caregiver assistance.
- C. Continue to facilitate cooperative local and regional alliances between caregiver service provider agencies and other public and private entities that also have a "stake" in caregiver well-being.
- D. Increase county capacity to provide effective assistance to caregivers in the forms of information, case assistance, counseling, training, support groups and respite care. Continue to explore other modes of caregiver assistance, as well as approaches to the support of senior grandparents raising their grandchildren.
- E. Continue to manage, expand and update Triangle J's dedicated family caregiver support website (<http://www.fullcirclecare.org>), improving its potency as a local, regional, state and national resource

### ACCOMPLISHMENTS FOR PRIOR FISCAL YEAR:

- Contracted with local service providers to develop and/or expand respite care capacities, increase training assistance, and increase awareness of resources available to assist family caregivers.
- Continued to achieve recognition and accolades for the caregiver website at regional, state and national levels. It has become widely utilized and recommended.
- With the use of state client-tracking software, the AAA and local service providers continued taking important strides in identifying local family caregivers and isolating trends in service provision and usage.
- Continued multi-year project to develop and implement outcome-based measurement of the effects of caregiver support services.

## Elderly Care

|                                 | <i>FY 2007-2008<br/>Caregiver</i> | <i>FY 2008-2009<br/>Caregiver</i> |
|---------------------------------|-----------------------------------|-----------------------------------|
| Project Expenses                | \$462,883                         | \$507,804                         |
| Salary                          | \$51,102                          | \$64,631                          |
| Fringe                          | \$17,630                          | \$21,975                          |
| Travel                          | \$4,565                           | \$6,000                           |
| Printing                        | \$5,716                           | \$4,297                           |
| Other/Contractual               | \$345,543                         | \$365,000                         |
| In-Kind                         | \$0                               | \$0                               |
| Indirect Cost                   | \$38,327                          | \$45,901                          |
| Chatham                         | \$0                               | \$0                               |
| Durham                          | \$0                               | \$0                               |
| Johnston                        | \$0                               | \$0                               |
| Lee                             | \$0                               | \$0                               |
| Orange                          | \$0                               | \$0                               |
| Wake                            | \$0                               | \$0                               |
| Moore                           | \$0                               | \$0                               |
| <b>TOTAL LINE ITEM EXPENSES</b> | <b>\$462,883</b>                  | <b>\$507,804</b>                  |

|                                | <i>FY 2007-2008<br/>Caregiver</i> | <i>FY 2008-2009<br/>Caregiver</i> |
|--------------------------------|-----------------------------------|-----------------------------------|
| Revenues                       |                                   |                                   |
| Federal                        | \$117,340                         | \$507,804                         |
| Fed/State Pass Through         | \$345,543                         | \$0                               |
| Fed/Medicare                   | \$0                               | \$0                               |
| State                          | \$0                               | \$0                               |
| Local                          | \$0                               | \$0                               |
| Local Match                    | \$0                               | \$0                               |
| Special Local                  | \$0                               | \$0                               |
| Program Income                 | \$0                               | \$0                               |
| Other                          | \$0                               | \$0                               |
| In-Kind                        | \$0                               | \$0                               |
| <b>TOTAL LINE ITEM REVENUE</b> | <b>\$462,883</b>                  | <b>\$507,804</b>                  |

|       |            |            |
|-------|------------|------------|
| Staff | 106.0%     | 125.0%     |
|       | Jones 100% | Jones 100% |
|       | Grimm 6%   | Grimm 25%  |

## Website Development and Maintenance

[www.fullcirclecare.org](http://www.fullcirclecare.org)

### 2008-2009 Work Plan

**OBJECTIVE:** To provide a responsive and effective website that supports the information and decision-making needs of family caregivers of older adults.

#### **WORK PLAN:**

- A. Assure that [www.fullcirclecare.org](http://www.fullcirclecare.org) accurately tracks statistics on utilization of the site. Use these statistics and other information to evaluate the effectiveness of the website.
- B. Assure that information and links on the website are current.
- C. Research the needs of website viewers and additional appropriate material for the website. Update the site.
- D. Implement methods of marketing and outreach to increase site visibility and utilization.

#### **ACCOMPLISHMENTS FOR PRIOR FISCAL YEAR:**

- Triangle J Area Agency on Aging developed [www.fullcirclecare.org](http://www.fullcirclecare.org) in 2002 as a website for family caregivers of older adults. In 2007-2008 the process of comprehensively upgrading the site was completed. Continued to receive support funding from the North Carolina Division of Aging and Adult Services for the specific purpose of enhancing and maintaining the website. This grant reflects the value the site has achieved in the state's (and nation's) network for caregiver support, which refers and links to [fullcirclecare.org](http://fullcirclecare.org) for consumer information on family caregiving.



**Elderly Care**

|                                 | <i><b>FY 2007-2008</b></i>   | <i><b>FY 2008-2009</b></i>   |
|---------------------------------|------------------------------|------------------------------|
|                                 | <i><b>FullCircle WEB</b></i> | <i><b>FullCircle WEB</b></i> |
| Project Expenses                | \$67,425                     | \$69,031                     |
| Salary                          | \$30,345                     | \$32,451                     |
| Fringe                          | \$10,469                     | \$11,033                     |
| Travel                          | \$1,500                      | \$1,500                      |
| Printing                        | \$1,000                      | \$1,000                      |
| Other/Contractual               | \$1,352                      | \$0                          |
| In-Kind                         | \$0                          | \$0                          |
| Indirect Cost                   | \$22,759                     | \$23,047                     |
| Chatham                         | \$0                          | \$0                          |
| Durham                          | \$0                          | \$0                          |
| Johnston                        | \$0                          | \$0                          |
| Lee                             | \$0                          | \$0                          |
| Orange                          | \$0                          | \$0                          |
| Wake                            | \$0                          | \$0                          |
| Moore                           | \$0                          | \$0                          |
| <b>TOTAL LINE ITEM EXPENSES</b> | <b>\$67,425</b>              | <b>\$69,031</b>              |

|                                | <i><b>FY 2007-2008</b></i>   | <i><b>FY 2008-2009</b></i>   |
|--------------------------------|------------------------------|------------------------------|
|                                | <i><b>FullCircle WEB</b></i> | <i><b>FullCircle WEB</b></i> |
| Revenues                       |                              |                              |
| Federal                        | \$67,425                     | \$0                          |
| Fed/State Pass Through         | \$0                          | \$69,031                     |
| Fed/Medicare                   | \$0                          | \$0                          |
| State                          | \$0                          | \$0                          |
| Local                          | \$0                          | \$0                          |
| Local Match                    | \$0                          | \$0                          |
| Special Local                  | \$0                          | \$0                          |
| Program Income                 | \$0                          | \$0                          |
| Other                          | \$0                          | \$0                          |
| In-Kind                        | \$0                          | \$0                          |
| <b>TOTAL LINE ITEM REVENUE</b> | <b>\$67,425</b>              | <b>\$69,031</b>              |

|       |           |           |
|-------|-----------|-----------|
| Staff | 57.0%     | 58.0%     |
|       | Bacon 3%  | Bacon 3%  |
|       | Grimm 54% | Grimm 55% |



# CDSMP

## 2008-2009 Work Plan



## Elderly Care

|                                 | <i>FY 2007-2008</i><br><i>CDSMP</i> | <i>FY 2008-2009</i><br><i>CDSMP</i> |
|---------------------------------|-------------------------------------|-------------------------------------|
| Project Expenses                | \$0                                 | \$11,475                            |
| Salary                          | \$0                                 | \$0                                 |
| Fringe                          | \$0                                 | \$0                                 |
| Travel                          | \$0                                 | \$2,369                             |
| Printing                        | \$0                                 | \$2,106                             |
| Other/Contractual               | \$0                                 | \$7,000                             |
| In-Kind                         | \$0                                 | \$0                                 |
| Indirect Cost                   | \$0                                 | \$0                                 |
| Chatham                         | \$0                                 | \$0                                 |
| Durham                          | \$0                                 | \$0                                 |
| Johnston                        | \$0                                 | \$0                                 |
| Lee                             | \$0                                 | \$0                                 |
| Orange                          | \$0                                 | \$0                                 |
| Wake                            | \$0                                 | \$0                                 |
| Moore                           | \$0                                 | \$0                                 |
| <b>TOTAL LINE ITEM EXPENSES</b> | <b>\$0</b>                          | <b>\$11,475</b>                     |

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|                                | <i>FY 2007-2008</i><br><i>CDSMP</i> | <i>FY 2008-2009</i><br><i>CDSMP</i> |
|--------------------------------|-------------------------------------|-------------------------------------|
| Revenues                       |                                     |                                     |
| Federal                        | \$0                                 | \$11,475                            |
| Fed/State Pass Through         | \$0                                 | \$0                                 |
| Fed/Medicare                   | \$0                                 | \$0                                 |
| State                          | \$0                                 | \$0                                 |
| Local                          | \$0                                 | \$0                                 |
| Local Match                    | \$0                                 | \$0                                 |
| Special Local                  | \$0                                 | \$0                                 |
| Program Income                 | \$0                                 | \$0                                 |
| Other                          | \$0                                 | \$0                                 |
| In-Kind                        | \$0                                 | \$0                                 |
| <b>TOTAL LINE ITEM REVENUE</b> | <b>\$0</b>                          | <b>\$11,475</b>                     |
| Staff                          | 0.0%                                | 0.0%                                |

# Elder Abuse

2008-2009 Work Plan





## Elderly Care

|                                 | <i>FY 2007-2008</i><br><i>Elder Abuse</i> | <i>FY 2008-2009</i><br><i>Elder Abuse</i> |
|---------------------------------|---|---|
| Project Expenses                | \$19,717                                  | \$20,898                                  |
| Salary                          | \$3,575                                   | \$3,575                                   |
| Fringe                          | \$1,233                                   | \$1,216                                   |
| Travel                          | \$0                                       | \$0                                       |
| Printing                        | \$10,327                                  | \$0                                       |
| Other/Contractual               | \$1,900                                   | \$13,568                                  |
| In-Kind                         | \$0                                       | \$0                                       |
| Indirect Cost                   | \$2,681                                   | \$2,539                                   |
| Chatham                         | \$0                                       | \$0                                       |
| Durham                          | \$0                                       | \$0                                       |
| Johnston                        | \$0                                       | \$0                                       |
| Lee                             | \$0                                       | \$0                                       |
| Orange                          | \$0                                       | \$0                                       |
| Wake                            | \$0                                       | \$0                                       |
| Moore                           | \$0                                       | \$0                                       |
| <b>TOTAL LINE ITEM EXPENSES</b> | \$19,717                                  | \$20,898                                  |

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|                                | <i>FY 2007-2008</i><br><i>Elder Abuse</i> | <i>FY 2008-2009</i><br><i>Elder Abuse</i> |
|--------------------------------|---|---|
| Revenues                       |   |   |
| Federal                        | \$17,817                                  | \$18,998                                  |
| Fed/State Pass Through         | \$0                                       | \$0                                       |
| Fed/Medicare                   | \$0                                       | \$0                                       |
| State                          | \$0                                       | \$0                                       |
| Local                          | \$0                                       | \$0                                       |
| Local Match                    | \$0                                       | \$0                                       |
| Special Local                  | \$0                                       | \$0                                       |
| Program Income                 | \$0                                       | \$0                                       |
| Other                          | \$0                                       | \$0                                       |
| In-Kind                        | \$1,900                                   | \$1,900                                   |
| <b>TOTAL LINE ITEM REVENUE</b> | \$19,717                                  | \$20,898                                  |
| Staff                          | 6.0%                                      | 7.4%                                      |
|                                | Bright 6%                                 | Kepler 7.4%                               |



# Home Community Care Block Grant

2008-2009 Work Plan



**Elderly Care**

|                                 | <i>FY 2007-2008</i>        | <i>FY 2008-2009</i>        |
|---------------------------------|----------------------------|----------------------------|
|                                 | <i>Home Community Care</i> | <i>Home Community Care</i> |
|                                 | <i>Block Grant</i>         | <i>Block Grant</i>         |
| Project Expenses                | \$6,560,742                | \$6,747,004                |
| Salary                          | \$0                        | \$0                        |
| Fringe                          | \$0                        | \$0                        |
| Travel                          | \$0                        | \$0                        |
| Printing                        | \$0                        | \$0                        |
| Other/Contractual               | \$30,000                   | \$0                        |
| In-Kind                         | \$0                        | \$0                        |
| Indirect Cost                   | \$0                        | \$0                        |
| Chatham                         | \$467,087                  | \$469,591                  |
| Durham                          | \$1,153,203                | \$1,154,412                |
| Johnston                        | \$865,891                  | \$914,219                  |
| Lee                             | \$347,648                  | \$352,194                  |
| Orange                          | \$485,568                  | \$483,760                  |
| Wake                            | \$2,486,635                | \$2,584,103                |
| Moore                           | \$724,710                  | \$788,725                  |
| <b>TOTAL LINE ITEM EXPENSES</b> | <b>\$6,560,742</b>         | <b>\$6,747,004</b>         |

---

|                                | <i>FY 2007-2008</i>        | <i>FY 2008-2009</i>        |
|--------------------------------|----------------------------|----------------------------|
|                                | <i>Home Community Care</i> | <i>Home Community Care</i> |
|                                | <i>Block Grant</i>         | <i>Block Grant</i>         |
| Revenues                       |                            |                            |
| Federal                        | \$0                        | \$0                        |
| Fed/State Pass Through         | \$6,530,742                | \$6,747,004                |
| Fed/Medicare                   | \$0                        | \$0                        |
| State                          | \$0                        | \$0                        |
| Local                          | \$0                        | \$0                        |
| Local Match                    | \$0                        | \$0                        |
| Special Local                  | \$0                        | \$0                        |
| Program Income                 | \$30,000                   | \$0                        |
| Other                          | \$0                        | \$0                        |
| In-Kind                        | \$0                        | \$0                        |
| <b>TOTAL LINE ITEM REVENUE</b> | <b>\$6,560,742</b>         | <b>\$6,747,004</b>         |
| Staff                          | 0.0%                       | 0.0%                       |

# Senior Center Outreach

2008-2009 Work Plan



**Elderly Care**

|                                 | <i>FY 2007-2008</i>           | <i>FY 2008-2009</i>           |
|---------------------------------|-------------------------------|-------------------------------|
|                                 | <i>Senior Center Outreach</i> | <i>Senior Center Outreach</i> |
| Project Expenses                | \$0                           | \$5,882                       |
| Salary                          | \$0                           | \$0                           |
| Fringe                          | \$0                           | \$0                           |
| Travel                          | \$0                           | \$0                           |
| Printing                        | \$0                           | \$0                           |
| Other/Contractual               | \$0                           | \$5,882                       |
| In-Kind                         | \$0                           | \$0                           |
| Indirect Cost                   | \$0                           | \$0                           |
| Chatham                         | \$0                           | \$0                           |
| Durham                          | \$0                           | \$0                           |
| Johnston                        | \$0                           | \$0                           |
| Lee                             | \$0                           | \$0                           |
| Orange                          | \$0                           | \$0                           |
| Wake                            | \$0                           | \$0                           |
| Moore                           | \$0                           | \$0                           |
| <b>TOTAL LINE ITEM EXPENSES</b> | <b>\$0</b>                    | <b>\$5,882</b>                |

---

|                                | <i>FY 2007-2008</i>           | <i>FY 2008-2009</i>           |
|--------------------------------|-------------------------------|-------------------------------|
|                                | <i>Senior Center Outreach</i> | <i>Senior Center Outreach</i> |
| Revenues                       |                               |                               |
| Federal                        | \$0                           | \$0                           |
| Fed/State Pass Through         | \$0                           | \$5,882                       |
| Fed/Medicare                   | \$0                           | \$0                           |
| State                          | \$0                           | \$0                           |
| Local                          | \$0                           | \$0                           |
| Local Match                    | \$0                           | \$0                           |
| Special Local                  | \$0                           | \$0                           |
| Program Income                 | \$0                           | \$0                           |
| Other                          | \$0                           | \$0                           |
| In-Kind                        | \$0                           | \$0                           |
| <b>TOTAL LINE ITEM REVENUE</b> | <b>\$0</b>                    | <b>\$5,882</b>                |
| Staff                          | 0.0%                          | 0.0%                          |

# Legal

## 2008-2009 Work Plan



**Elderly Care**

|                                 | <i>FY 2007-2008</i> | <i>FY 2008-2009</i> |
|---------------------------------|---------------------|---------------------|
|                                 | <i>Legal</i>        | <i>Legal</i>        |
| Project Expenses                | \$0                 | \$28,315            |
| Salary                          | \$0                 | \$0                 |
| Fringe                          | \$0                 | \$0                 |
| Travel                          | \$0                 | \$0                 |
| Printing                        | \$0                 | \$0                 |
| Other/Contractual               | \$0                 | \$28,315            |
| In-Kind                         | \$0                 | \$0                 |
| Indirect Cost                   | \$0                 | \$0                 |
| Chatham                         | \$0                 | \$0                 |
| Durham                          | \$0                 | \$0                 |
| Johnston                        | \$0                 | \$0                 |
| Lee                             | \$0                 | \$0                 |
| Orange                          | \$0                 | \$0                 |
| Wake                            | \$0                 | \$0                 |
| Moore                           | \$0                 | \$0                 |
| <b>TOTAL LINE ITEM EXPENSES</b> | \$0                 | \$28,315            |

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|                                | <i>FY 2007-2008</i> | <i>FY 2008-2009</i> |
|--------------------------------|---------------------|---------------------|
|                                | <i>Legal</i>        | <i>Legal</i>        |
| Revenues                       |                     |                     |
| Federal                        | \$0                 | \$0                 |
| Fed/State Pass Through         | \$0                 | \$28,315            |
| Fed/Medicare                   | \$0                 | \$0                 |
| State                          | \$0                 | \$0                 |
| Local                          | \$0                 | \$0                 |
| Local Match                    | \$0                 | \$0                 |
| Special Local                  | \$0                 | \$0                 |
| Program Income                 | \$0                 | \$0                 |
| Other                          | \$0                 | \$0                 |
| In-Kind                        | \$0                 | \$0                 |
| <b>TOTAL LINE ITEM REVENUE</b> | \$0                 | \$28,315            |
| Staff                          | 0.0%                | 0.0%                |



# Health Promotions

2008-2009 Work Plan





**Elderly Care**

|                                 | <i><b>FY 2007-2008</b></i>     | <i><b>FY 2008-2009</b></i>     |
|---------------------------------|--------------------------------|--------------------------------|
|                                 | <i><b>Health Promotion</b></i> | <i><b>Health Promotion</b></i> |
| Project Expenses                | \$0                            | \$77,535                       |
| Salary                          | \$0                            | \$0                            |
| Fringe                          | \$0                            | \$0                            |
| Travel                          | \$0                            | \$0                            |
| Printing                        | \$0                            | \$0                            |
| Other/Contractual               | \$0                            | \$77,535                       |
| In-Kind                         | \$0                            | \$0                            |
| Indirect Cost                   | \$0                            | \$0                            |
| Chatham                         | \$0                            | \$0                            |
| Durham                          | \$0                            | \$0                            |
| Johnston                        | \$0                            | \$0                            |
| Lee                             | \$0                            | \$0                            |
| Orange                          | \$0                            | \$0                            |
| Wake                            | \$0                            | \$0                            |
| Moore                           | \$0                            | \$0                            |
| <b>TOTAL LINE ITEM EXPENSES</b> | <b>\$0</b>                     | <b>\$77,535</b>                |

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|                                | <i><b>FY 2007-2008</b></i>     | <i><b>FY 2008-2009</b></i>     |
|--------------------------------|--------------------------------|--------------------------------|
|                                | <i><b>Health Promotion</b></i> | <i><b>Health Promotion</b></i> |
| Revenues                       |                                |                                |
| Federal                        | \$0                            | \$0                            |
| Fed/State Pass Through         | \$0                            | \$77,535                       |
| Fed/Medicare                   | \$0                            | \$0                            |
| State                          | \$0                            | \$0                            |
| Local                          | \$0                            | \$0                            |
| Local Match                    | \$0                            | \$0                            |
| Special Local                  | \$0                            | \$0                            |
| Program Income                 | \$0                            | \$0                            |
| Other                          | \$0                            | \$0                            |
| In-Kind                        | \$0                            | \$0                            |
| <b>TOTAL LINE ITEM REVENUE</b> | <b>\$0</b>                     | <b>\$77,535</b>                |
| Staff                          | 0.0%                           | 0.0%                           |

# Aging Senior Centers

2008-2009 Work Plan



**Elderly Care**

|                                 | <i>FY 2007-2008</i>        | <i>FY 2008-2009</i>        |
|---------------------------------|----------------------------|----------------------------|
|                                 | <i>Aging Senior Center</i> | <i>Aging Senior Center</i> |
| Project Expenses                | \$0                        | \$169,499                  |
| Salary                          | \$0                        | \$0                        |
| Fringe                          | \$0                        | \$0                        |
| Travel                          | \$0                        | \$0                        |
| Printing                        | \$0                        | \$0                        |
| Other/Contractual               | \$0                        | \$169,499                  |
| In-Kind                         | \$0                        | \$0                        |
| Indirect Cost                   | \$0                        | \$0                        |
| Chatham                         | \$0                        | \$0                        |
| Durham                          | \$0                        | \$0                        |
| Johnston                        | \$0                        | \$0                        |
| Lee                             | \$0                        | \$0                        |
| Orange                          | \$0                        | \$0                        |
| Wake                            | \$0                        | \$0                        |
| Moore                           | \$0                        | \$0                        |
| <b>TOTAL LINE ITEM EXPENSES</b> | <b>\$0</b>                 | <b>\$169,499</b>           |

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|                                | <i>FY 2007-2008</i>        | <i>FY 2008-2009</i>        |
|--------------------------------|----------------------------|----------------------------|
|                                | <i>Aging Senior Center</i> | <i>Aging Senior Center</i> |
| Revenues                       |                            |                            |
| Federal                        | \$0                        | \$0                        |
| Fed/State Pass Through         | \$0                        | \$0                        |
| Fed/Medicare                   | \$0                        | \$0                        |
| State                          | \$0                        | \$169,499                  |
| Local                          | \$0                        | \$0                        |
| Local Match                    | \$0                        | \$0                        |
| Special Local                  | \$0                        | \$0                        |
| Program Income                 | \$0                        | \$0                        |
| Other                          | \$0                        | \$0                        |
| In-Kind                        | \$0                        | \$0                        |
| <b>TOTAL LINE ITEM REVENUE</b> | <b>\$0</b>                 | <b>\$169,499</b>           |
| Staff                          | 0.0%                       | 0.0%                       |

# Fans

## 2008-2009 Work Plan



**Elderly Care**

|                                 | <i>FY 2007-2008</i> | <i>FY 2008-2009</i> |
|---------------------------------|---------------------|---------------------|
|                                 | <i>Fans</i>         | <i>Fans</i>         |
| Project Expenses                | \$0                 | \$20,000            |
| Salary                          | \$0                 | \$0                 |
| Fringe                          | \$0                 | \$0                 |
| Travel                          | \$0                 | \$0                 |
| Printing                        | \$0                 | \$0                 |
| Other/Contractual               | \$0                 | \$20,000            |
| In-Kind                         | \$0                 | \$0                 |
| Indirect Cost                   | \$0                 | \$0                 |
| Chatham                         | \$0                 | \$0                 |
| Durham                          | \$0                 | \$0                 |
| Johnston                        | \$0                 | \$0                 |
| Lee                             | \$0                 | \$0                 |
| Orange                          | \$0                 | \$0                 |
| Wake                            | \$0                 | \$0                 |
| Moore                           | \$0                 | \$0                 |
| <b>TOTAL LINE ITEM EXPENSES</b> | \$0                 | \$20,000            |

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|                                | <i>FY 2007-2008</i> | <i>FY 2008-2009</i> |
|--------------------------------|---------------------|---------------------|
|                                | <i>Fans</i>         | <i>Fans</i>         |
| Revenues                       |                     |                     |
| Federal                        | \$0                 | \$0                 |
| Fed/State Pass Through         | \$0                 | \$20,000            |
| Fed/Medicare                   | \$0                 | \$0                 |
| State                          | \$0                 | \$0                 |
| Local                          | \$0                 | \$0                 |
| Local Match                    | \$0                 | \$0                 |
| Special Local                  | \$0                 | \$0                 |
| Program Income                 | \$0                 | \$0                 |
| Other                          | \$0                 | \$0                 |
| In-Kind                        | \$0                 | \$0                 |
| <b>TOTAL LINE ITEM REVENUE</b> | \$0                 | \$20,000            |

Staff 60.0% 0.0%

Natgrass 60%



# **Elderly Care Summary Page**



## Elderly Care

|                                 | <i>FY 2007-2008</i>        | <i>FY 2008-2009</i>        |
|---------------------------------|----------------------------|----------------------------|
|                                 | <i>Aging Service Total</i> | <i>Aging Service Total</i> |
| Project Expenses                | \$7,961,381                | \$8,558,151                |
| Salary                          | \$473,904                  | \$506,440                  |
| Fringe                          | \$163,497                  | \$172,190                  |
| Travel                          | \$32,565                   | \$37,869                   |
| Printing                        | \$19,449                   | \$9,903                    |
| Other/Contractual               | \$385,795                  | \$718,071                  |
| In-Kind                         | \$0                        | \$7,000                    |
| Indirect Cost                   | \$355,428                  | \$359,674                  |
| Chatham                         | \$467,087                  | \$469,591                  |
| Durham                          | \$1,153,203                | \$1,154,412                |
| Johnston                        | \$865,891                  | \$914,219                  |
| Lee                             | \$347,648                  | \$352,194                  |
| Orange                          | \$485,568                  | \$483,760                  |
| Wake                            | \$2,486,635                | \$2,584,103                |
| Moore                           | \$724,710                  | \$788,725                  |
| <b>TOTAL LINE ITEM EXPENSES</b> | <b>\$7,961,381</b>         | <b>\$8,558,151</b>         |

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|                                | <i>FY 2007-2008</i>        | <i>FY 2008-2009</i>        |
|--------------------------------|----------------------------|----------------------------|
|                                | <i>Aging Service Total</i> | <i>Aging Service Total</i> |
| Revenues                       |                            |                            |
| Federal                        | \$707,203                  | \$1,065,570                |
| Fed/State Pass Through         | \$6,876,285                | \$6,947,767                |
| Fed/Medicare                   | \$0                        | \$0                        |
| State                          | \$27,776                   | \$214,922                  |
| Local                          | \$0                        | \$0                        |
| Local Match                    | \$311,217                  | \$320,992                  |
| Special Local                  | \$0                        | \$0                        |
| Program Income                 | \$30,000                   | \$0                        |
| Other                          | \$0                        | \$0                        |
| In-Kind                        | \$8,900                    | \$8,900                    |
| <b>TOTAL LINE ITEM REVENUE</b> | <b>\$7,961,381</b>         | <b>\$8,558,151</b>         |
| Staff                          | 1054.0%                    | 1008.0%                    |





**Locally Funded Projects**

|                                 | <i>FY 2007-2008<br/>Equipment /<br/>Pay Plan<br/>Adjustment</i> | <i>FY 2008-2009<br/>Equipment /<br/>Pay Plan<br/>Adjustment</i> | <i>FY 2007-2008<br/>Contingency</i> | <i>FY 2008-2009<br/>Contingency</i> |
|---------------------------------|---|---|-------------------------------------|-------------------------------------|
| Project Expenses                | \$60,000  | \$50,000  | \$4,925                             | \$16,146                            |
| Salary                          | \$0   | \$0   | \$0                                 | \$0                                 |
| Fringe                          | \$0   | \$0   | \$0                                 | \$0                                 |
| Travel                          | \$0   | \$0   | \$0                                 | \$0                                 |
| Printing                        | \$0   | \$0   | \$0                                 | \$0                                 |
| Other/Contractual               | \$60,000  | \$50,000  | \$4,925                             | \$16,146                            |
| In-Kind                         | \$0   | \$0   | \$0                                 | \$0                                 |
| Indirect Cost                   | \$0   | \$0   | \$0                                 | \$0                                 |
| Chatham                         | \$0   | \$0   | \$0                                 | \$0                                 |
| Durham                          | \$0   | \$0   | \$0                                 | \$0                                 |
| Johnston                        | \$0   | \$0   | \$0                                 | \$0                                 |
| Lee                             | \$0   | \$0   | \$0                                 | \$0                                 |
| Orange                          | \$0   | \$0   | \$0                                 | \$0                                 |
| Wake                            | \$0   | \$0   | \$0                                 | \$0                                 |
| Moore                           | \$0   | \$0   | \$0                                 | \$0                                 |
| <b>TOTAL LINE ITEM EXPENSES</b> | <b>\$60,000</b>   | <b>\$50,000</b>   | <b>\$4,925</b>                      | <b>\$16,146</b>                     |

|                                | <i>FY 2007-2008<br/>Equipment /<br/>Pay Plan<br/>Adjustment</i> | <i>FY 2008-2009<br/>Equipment /<br/>Pay Plan<br/>Adjustment</i> | <i>FY 2007-2008<br/>Contingency</i> | <i>FY 2008-2009<br/>Contingency</i> |
|--------------------------------|---|---|-------------------------------------|-------------------------------------|
| Revenues                       |   |   |                                     |                                     |
| Federal                        | \$0   | \$0   | \$0                                 | \$0                                 |
| Fed/State Pass Through         | \$0   | \$0   | \$0                                 | \$0                                 |
| Fed/Medicare                   | \$0   | \$0   | \$0                                 | \$0                                 |
| State                          | \$0   | \$0   | \$0                                 | \$0                                 |
| Local                          | \$0   | \$0   | \$4,925                             | \$16,146                            |
| Local Match                    | \$0   | \$0   | \$0                                 | \$0                                 |
| Special Local                  | \$0   | \$0   | \$0                                 | \$0                                 |
| Program Income                 | \$0   | \$0   | \$0                                 | \$0                                 |
| Other                          | \$60,000  | \$50,000  | \$0                                 | \$0                                 |
| In-Kind                        | \$0   | \$0   | \$0                                 | \$0                                 |
| <b>TOTAL LINE ITEM REVENUE</b> | <b>\$60,000</b>   | <b>\$50,000</b>   | <b>\$4,925</b>                      | <b>\$16,146</b>                     |



**Locally Funded Projects**

|                                 | <i>FY 2007-2008</i> | <i>FY 2008-2009</i> |
|---------------------------------|---------------------|---------------------|
|                                 | <i>Total</i>        | <i>Total</i>        |
| Project Expenses                | \$64,925            | \$66,146            |
| Salary                          | \$0                 | \$0                 |
| Fringe                          | \$0                 | \$0                 |
| Travel                          | \$0                 | \$0                 |
| Printing                        | \$0                 | \$0                 |
| Other/Contractual               | \$64,925            | \$66,146            |
| In-Kind                         | \$0                 | \$0                 |
| Indirect Cost                   | \$0                 | \$0                 |
| Chatham                         | \$0                 | \$0                 |
| Durham                          | \$0                 | \$0                 |
| Johnston                        | \$0                 | \$0                 |
| Lee                             | \$0                 | \$0                 |
| Orange                          | \$0                 | \$0                 |
| Wake                            | \$0                 | \$0                 |
| Moore                           | \$0                 | \$0                 |
| <b>TOTAL LINE ITEM EXPENSES</b> | <b>\$64,925</b>     | <b>\$66,146</b>     |

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|                                | <i>FY 2007-2008</i> | <i>FY 2008-2009</i> |
|--------------------------------|---------------------|---------------------|
|                                | <i>Total</i>        | <i>Total</i>        |
| Revenues                       |                     |                     |
| Federal                        | \$0                 | \$0                 |
| Fed/State Pass Through         | \$0                 | \$0                 |
| Fed/Medicare                   | \$0                 | \$0                 |
| State                          | \$0                 | \$0                 |
| Local                          | \$4,925             | \$16,146            |
| Local Match                    | \$0                 | \$0                 |
| Special Local                  | \$0                 | \$0                 |
| Program Income                 | \$0                 | \$0                 |
| Other                          | \$60,000            | \$50,000            |
| In-Kind                        | \$0                 | \$0                 |
| <b>TOTAL LINE ITEM REVENUE</b> | <b>\$64,925</b>     | <b>\$66,146</b>     |





|                                 | <i><b>FY2007-2008 BUDGET</b></i> | <i><b>FY 2008-2009 BUDGET</b></i> |
|---------------------------------|----------------------------------|-----------------------------------|
|                                 | <i><b>Total</b></i>              | <i><b>Total</b></i>               |
| Project Expenses                | \$10,576,793                     | \$11,636,477                      |
| Salary                          | \$1,168,008                      | \$1,217,069                       |
| Fringe                          | \$402,896                        | \$413,803                         |
| Travel                          | \$71,345                         | \$82,969                          |
| Printing                        | \$39,514                         | \$23,309                          |
| Other/Contractual               | \$1,488,282                      | \$2,280,961                       |
| In-Kind                         | \$0                              | \$7,000                           |
| Indirect Cost                   | \$876,006                        | \$864,362                         |
| Chatham                         | \$467,087                        | \$469,591                         |
| Durham                          | \$1,153,203                      | \$1,154,412                       |
| Johnston                        | \$865,891                        | \$914,219                         |
| Lee                             | \$347,648                        | \$352,194                         |
| Orange                          | \$485,568                        | \$483,760                         |
| Wake                            | \$2,486,635                      | \$2,584,103                       |
| Moore                           | \$724,710                        | \$788,725                         |
| <b>TOTAL LINE ITEM EXPENSES</b> | <b>\$10,576,793</b>              | <b>\$11,636,477</b>               |

|                                | <i><b>FY2007-2008 BUDGET</b></i> | <i><b>FY 2008-2009 BUDGET</b></i> |
|--------------------------------|----------------------------------|-----------------------------------|
|                                | <i><b>Total</b></i>              | <i><b>Total</b></i>               |
| Revenues                       |                                  |                                   |
| Federal                        | \$903,297                        | \$1,662,206                       |
| Fed/State Pass Through         | \$6,876,285                      | \$6,947,767                       |
| Fed/Medicare                   | \$0                              | \$0                               |
| State                          | \$582,308                        | \$683,636                         |
| Local                          | \$479,573                        | \$494,077                         |
| Local Match                    | \$311,217                        | \$320,992                         |
| Special Local                  | \$455,000                        | \$864,090                         |
| Program Income                 | \$900,214                        | \$385,173                         |
| Other                          | \$60,000                         | \$269,636                         |
| In-Kind                        | \$8,900                          | \$8,900                           |
| <b>TOTAL LINE ITEM REVENUE</b> | <b>\$10,576,793</b>              | <b>\$11,636,477</b>               |

|       |         |         |
|-------|---------|---------|
| Staff | 2321.0% | 2360.5% |
|-------|---------|---------|





INDIRECT COST BUDGET

| ITEM                  | FY 2008<br>CURRENT | FY 2009<br>NEXT YR |
|-----------------------|--------------------|--------------------|
| Salary                | 375,470            | 390,571            |
| Fringe                | 129,537            | 132,794            |
| Telephone             | 24,500             | 22,500             |
| Travel*               | 27,000             | 25,000             |
| Equipment Maintenance | 8,000              | 8,000              |
| Rent Building         | 172,500            | 180,000            |
| Rent Equipment        | 1,000              | 1,000              |
| Office Supplies       | 22,499             | 20,000             |
| Postage               | 16,000             | 14,000             |
| Printing **           | 18,000             | 18,000             |
| Contractual           | 8,000              | 5,000              |
| Legal                 | 6,000              | 2,000              |
| Audit                 | 15,000             | 19,000             |
| Vehicle Maintenance   | 1,000              | 1,000              |
| Dues/Subscriptions    | 7,000              | 7,000              |
| Insurance             | 12,000             | 15,000             |
| Miscellaneous         | 32,500             | 3,497              |
| <b>TOTALS***</b>      | <b>\$876,006</b>   | <b>\$864,362</b>   |
| <br>                  |                    |                    |
| STAFF                 | 4.6%               | 4.7%               |
|                       | Freeman 100%       | Freeman 100%       |
|                       | Keith 90%          | Weller 100%        |
|                       | Lewis 90%          | Lewis 90%          |
|                       | Chapman 100%       | Chapman 100%       |
|                       | Thorngren 80%      | Thorngren 80%      |

\* This represents the travel of the Executive Director, support personnel, council meals, and travel

\*\*This is in support of the Board of Delegates agenda and related administrative material.

\*\*\*This indirect cost proposal gives an indirect cost rate of 53.0% of personnel costs for FY'09.







Triangle J Council of Governments  
 Staff Work Plan for 2008-2009 Budget Year  
 Percent of Each Staff Member Assigned to Projects

|                                       | Bacon | Barnes | Bearden | Black | Boyette | Barsanti | Bruce | Chapman | Flaherty | Freeman | Grimm | Hodges-Copple | Jones | Karhoff | Kepler | Lewis | Link | Miller | Murphy | Passmore | Pellitteri | Saunders | SEF Coordinator | Strong | Tanzy | Thornigen | Warren | Weiler | % Staff/ Total |         |
|---------------------------------------|-------|--------|---------|-------|---------|----------|-------|---------|----------|---------|-------|---------------|-------|---------|--------|-------|------|--------|--------|----------|------------|----------|-----------------|--------|-------|-----------|--------|--------|----------------|---------|
| <b>Cost Effective Public Service</b>  |       |        |         |       |         |          |       |         |          |         |       |               |       |         |        |       |      |        |        |          |            |          |                 |        |       |           |        |        |                |         |
| FTZ                                   |       |        |         |       |         |          |       |         |          |         |       |               |       |         |        |       |      |        |        |          |            |          |                 |        |       |           |        |        |                | 0%      |
| Cable TV                              |       |        |         |       | 15%     |          |       |         |          |         |       |               |       |         |        |       |      |        |        |          |            |          |                 |        |       |           |        |        |                | 15%     |
| Member Services                       |       |        |         |       | 50%     |          |       |         |          |         |       |               |       |         |        |       |      |        |        |          |            |          |                 |        |       |           |        |        |                | 50%     |
| Safety Services                       |       |        |         |       | 20%     |          |       |         |          |         |       |               |       |         |        |       |      |        |        |          |            |          |                 |        |       |           |        |        |                | 20%     |
| Regional Appearance                   |       |        |         |       | 15%     |          |       |         |          |         |       |               |       |         |        |       |      |        |        |          |            |          |                 |        |       |           |        |        |                | 15%     |
| <b>Development and Infrastructure</b> |       |        |         |       |         |          |       |         |          |         |       |               |       |         |        |       |      |        |        |          |            |          |                 |        |       |           |        |        |                |         |
| GIS                                   | 71%   | 62%    | 30%     |       |         |          |       |         |          |         |       |               |       |         |        |       |      |        |        |          |            |          |                 |        |       |           |        |        |                | 163%    |
| Water Resources                       |       |        |         |       |         |          | 21%   |         |          |         |       |               |       |         |        |       | 82%  |        |        |          | 10%        |          |                 |        |       |           |        |        |                | 113%    |
| UNRBA                                 | 0.5%  | 3%     | 8%      | 1%    |         |          | 79%   |         |          |         |       |               |       |         |        |       | 5%   |        |        |          | 80%        |          |                 |        |       |           |        |        |                | 176.5%  |
| Planning & Technical Services         |       |        |         | 25%   |         | 11%      |       |         |          |         | 14%   |               |       |         |        |       |      |        |        |          |            |          |                 |        |       |           |        |        |                | 50%     |
| Regional Data Center                  | 10%   | 3%     |         | 10%   |         |          |       |         |          |         |       |               |       |         |        |       |      |        |        |          |            |          |                 |        |       |           |        |        |                | 23%     |
| Water Quality Monitoring              |       |        |         |       |         |          |       |         |          |         |       |               |       |         |        |       |      |        |        |          |            |          |                 |        |       |           |        |        |                | 0%      |
| CWEP                                  |       |        |         |       |         |          |       |         |          |         |       |               |       |         |        |       |      |        |        |          |            |          |                 |        |       |           |        |        |                | 0%      |
| CleanCities                           |       |        | 7%      |       |         |          |       |         | 38%      |         | 2%    |               |       |         |        |       |      |        |        |          |            | 62%      |                 |        |       |           |        |        |                | 109%    |
| CORE                                  |       |        | 7%      | 9%    |         | 14%      |       |         |          |         | 10%   |               |       |         |        |       |      |        |        |          |            |          |                 |        |       |           |        |        |                | 40%     |
| Land Use, Mobility, Air Quality       |       | 10%    | 30%     | 40%   |         |          |       |         |          |         | 25%   |               |       |         |        |       |      |        |        |          |            |          |                 |        |       |           |        |        |                | 105%    |
| TDM                                   |       |        |         |       |         |          |       |         | 62%      |         | 7%    |               |       |         |        |       |      |        |        |          |            | 33%      |                 |        |       |           |        |        |                | 102%    |
| Waste Reduction Partnership           |       | 5%     |         |       |         |          |       |         |          |         | 3%    |               |       |         |        |       |      |        |        |          |            | 5%       |                 |        |       |           |        |        |                | 13%     |
| Jordan Lake Mgt. Study                |       |        |         |       |         |          |       |         |          |         |       |               |       |         |        |       |      |        |        |          |            |          |                 |        |       |           |        |        |                | 0%      |
| RPO Planning                          |       | 10%    |         |       |         |          |       |         |          |         | 9%    |               |       |         |        |       |      |        |        |          |            |          |                 | 100%   |       |           |        |        |                | 119%    |
| Falls Lake Stakeholder                |       |        |         |       |         |          |       |         |          |         |       |               |       |         |        |       | 13%  |        |        |          | 10%        |          |                 |        |       |           |        |        |                | 23%     |
| Development & Infrastructure          |       |        | 25%     | 15%   |         | 75%      |       |         |          |         | 30%   |               |       |         |        |       |      |        |        |          |            |          |                 |        |       |           |        |        |                | 145%    |
| <b>Elderly Care</b>                   |       |        |         |       |         |          |       |         |          |         |       |               |       |         |        |       |      |        |        |          |            |          |                 |        |       |           |        |        |                |         |
| Aging Planning                        | 15%   |        |         |       |         |          |       |         |          |         |       |               |       |         | 25%    | 10%   | 100% |        |        |          |            | 100%     |                 |        |       | 100%      | 100%   |        |                | 450%    |
| Ombudsman                             |       |        |         |       |         |          |       |         |          |         |       |               | 100%  | 67.6%   |        |       |      |        | 100%   | 100%     |            |          |                 |        |       |           |        |        |                | 367.6%  |
| Elder Abuse                           |       |        |         |       |         |          |       |         |          |         |       |               |       | 7.4%    |        |       |      |        |        |          |            |          |                 |        |       |           |        |        |                | 7.4%    |
| Caregiver                             |       |        |         |       |         |          |       |         |          | 25%     |       | 100%          |       |         |        |       |      |        |        |          |            |          |                 |        |       |           |        |        |                | 125%    |
| Full Circle of Care Website           | 3%    |        |         |       |         |          |       |         |          | 55%     |       |               |       |         |        |       |      |        |        |          |            |          |                 |        |       |           |        |        |                | 58%     |
| <b>Local Projects</b>                 |       |        |         |       |         |          |       |         |          |         |       |               |       |         |        |       |      |        |        |          |            |          |                 |        |       |           |        |        |                | 0%      |
| <b>Contingency</b>                    |       |        |         |       |         |          |       |         |          |         |       |               |       |         |        |       |      |        |        |          |            |          |                 |        |       |           |        |        |                | 0%      |
| <b>Indirect Cost</b>                  |       |        |         |       |         |          | 100%  | 100%    |          |         |       |               |       |         | 90%    |       |      |        |        |          |            |          |                 |        |       |           | 80%    | 100%   |                |         |
| TOTAL                                 | 100%  | 100%   | 100%    | 100%  | 100%    | 100%     | 100%  | 100%    | 100%     | 100%    | 80%   | 100%          | 100%  | 100%    | 100%   | 100%  | 100% | 100%   | 100%   | 100%     | 100%       | 100%     | 100%            | 100%   | 100%  | 100%      | 80%    | 100%   | 100%           | 2289.5% |







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