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**BASTROP BLANCO BURNET CALDWELL FAYETTE HAYS LEE LLANO TRAVIS WILLIAMSON**

## **MEMORANDUM**

**DATE:** July 21, 2022  
**TO:** Executive Committee  
**FROM:** Anwar Sophy, Deputy Executive Director  
**RE:** Proposed FY 2023 CAPCOG Budget

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Enclosed are the budget summary documents for the CAPCOG FY 2022 budget, including:

1. A budget summary of sources and uses of funds;
2. Proposed allocation of unrestricted funds;
3. Proposed fringe benefits calculation;
4. Proposed expenditures for indirect costs; and
5. A salary schedule for CAPCOG employee positions in FY 2022.

### **OVERVIEW**

The largest portion of CAPCOG's budget is related to the 9-1-1 emergency communications district, representing 43.36% of expenditures in the proposed FY 2023 budget. The majority of the remaining funding comes from multiple grants and contracts with state and federal agencies and anticipated annual membership dues of \$301,670.

The 9-1-1 emergency communications portion of the budget is included as approved by the Capital Area Emergency Communications District (CAECD) Board of Managers on July 13, 2022, for a total in district expenditures of \$18,254,801. The district budget is administered as an integral part (a "blended component" according to the auditors) of the annual CAPCOG budget and is included in the total organization-wide budget to provide a complete picture for planning purposes. The expenditures already approved in the CAECD budget support the Emergency Communications Division, plus the Regional Notification Services (RNS) and WebEOC activities in the Homeland Security Division, and a major portion of GIS Services.

The FY 2023 proposed budget also includes estimated carryover funding for the Aging Services programs. We continue to receive notifications of additional funding late in the fiscal year for our Older Americans Act funding, which cannot be spent quickly enough before the year is out – therefore we have included \$6,724,072 as our best estimate of carry forward for this program.

In reviewing the budget for next year, it is important to remember that our individual grant budgets are prepared on the timeline of our funding agencies and few of these coincide with the CAPCOG budgeting timeline; the approval of individual grant budgets occurs throughout the year. This makes the budget process

for CAPCOG a little different than it is for our member cities and counties. While we are fairly certain about which grants and programs will be funded in the year, the detailed expenditures for the individual program may change due to availability of funds. We base the grant portions of our CAPCOG budget on known grant/contract amounts and/or best estimates of expected funding for the next year.

The CAPCOG FY 2023 budget, as proposed, totals \$36,102,417 in anticipated revenues and \$36,206,453 in planned expenditures. The balance will be covered by unassigned fund balance in the CAECD funds as discussed in July.

## **STAFFING AND SALARIES**

The budget includes a 3% across-the-board increase in salaries, as recommended by the Budget and Audit Committee. The Officers, in their capacity as the Budget and Audit Committee, also approved the Executive Director's request to continue setting aside funds for a merit pool in FY 2023. A merit bonus is a one-time lump sum award, not a salary adjustment, and the amount authorized is amounts varying from 1% to 3% as determined by the executive director strictly based on performance.

COGs are required to have pay plans that do not exceed the one used by the State of Texas; it is CAPCOG's practice to adopt the same plan as the State to comply with the statutory requirements; therefore, the recommended pay plan is set out with equivalent classifications and pay ranges.

This budget provides for 68 employee positions (67.75 FTEs).

## **FRINGE BENEFITS**

CAPCOG's benefit package includes medical, vision, dental, life and long-term disability insurance for employees paid 100% by CAPCOG. There is no contribution from the COG for health care benefits for dependents.

CAPCOG's medical insurance is provided by TML Health and is on a January 1 renewal, so we typically do not have renewal information until late September. Our past year's utilization of benefits has been high, but we know that costs to the TML Health insurance pool is affected by costs due to COVID-19. We have included a 18% increase in CAPCOG's medical premiums in the next year's budget in anticipation of our re-rate.

Dental, life, vision, and LTD insurance are with Mutual of Omaha, and we are not expecting an increase in the dental premiums next year.

For all of the above coverages, we are working with our health insurance advisor to ensure obtaining quality coverage with a cost-effective plan compared to the market value.

CAPCOG's contributions to employee Health Reimbursement Agreement accounts (HRAs) will remain at \$2,000 per employee for the year.

As a retirement plan, CAPCOG has a 401k plan. Employees are not required to participate, but if they do, CAPCOG will provide an annual contribution to the employees account equal to 8% of gross salary. The plan provides partial vesting for each year of service with full vesting after 5 years.

## **FRINGE BENEFITS AND INDIRECT COST RATE**

During the year, fringe benefits are charged to programs in direct proportion to actual salaries. This budget calculates that proportion to be at 53.99% of salaries in FY 2023.

CAPCOG must use an indirect cost rate to distribute shared operating costs across the grants and programs that it administers. We calculate our indirect costs as a proportion of salaries and wages, a cost

allocation method in accordance with the OMB circulars governing grant administration. Salaries and wages are consistent, therefore easier to anticipate from month to month and is the common method by other councils of governments. We negotiate the rate with our largest federal funding agency – the Economic Development Administration – and use the approved negotiated rate until a new one is in place. We are waiting for approval of the new rate at this time, so this budget is calculated at an Indirect Cost Rate of 13.35% of salaries and wages. We expect the new rate to increase to 20-23% similar to recent years.

#### ITEMS OF NOTE ON PROGRAM BUDGETS

- **Aging Services** – We do not have the final allocation amount for second-largest section of the CAPCOG budget: Aging Services. Older Americans Act funding distributions are not determined until after the start of our fiscal year, therefore we always go forward with the CAPCOG budget using our best estimates. We have used the current working budget for this year as the estimate for Aging services in FY 2023.
- **Air Quality** – In FY22, the TCEQ biennial grant increased from \$281,250 to \$1,009,018 beginning in so we are budgeting the second year at \$5000,000. The Clean Air Coalition of local governments will likely continue to support the planning work needed with \$310,000; the TCEQ grant strictly allows only technical work so this is used predominantly for monitoring equipment and related costs.
- **EDA CARES funding** – CAPCOG had been awarded CARES Act funding through EDA to assist local governments in applying for projects, as a 2-year grant at nearly \$400,000 total. This grant will end in December 2022 and the estimated remaining funds to be spent in FY 2023 is \$20,000.
- **Municipal Solid Waste** – FY 2023 includes the second year of the \$331,608 biennial grant from TCEQ for the local projects getting underway.
- **TXDOT Contract** – CAPCOG has been notified by the TXDOT district office on its intent to continue funding planning work and collaboration through the Capital Area Regional Transportation Organization (CARTPO), at \$300,000 for FY 2023 -FY 2024 (\$150,000 per year).

If you have any questions or would like further detail on the budget, please email or call Anwar Sophy at [asophy@capcog.org](mailto:asophy@capcog.org) or 512-916-6009. If necessary, I am also available to meet prior to the August 10, 2022, Executive committee meeting.

# PROPOSED FY 2022 CAPCOG BUDGET

## SOURCES OF FUNDS

### LOCAL & NON-GRANT

Membership Dues	301,670
Contractual Income/Local Contributions	904,523
Program Income (Aging Services)	127,303
Program Income (RLEA Tuition)	202,500
Contractual/Planning Income	35,000
Interest/Misc. Income	22,600

**Subtotal** **1,593,596**

Third Party Matching - Aging Subrecipients **3,183,251**

**9-1-1 Service Fees** **15,497,790**

### STATE

Texas Health and Human Services Commission	650,768
Office of the Governor - Criminal Justice Division	444,660
Office of the Governor - Homeland Security Grants Division	-
Texas Commission on Environmental Quality	831,608
Texas Department of Transportation	150,000
Texas Department of Agriculture	-

**Subtotal** **2,077,036**

### FEDERAL - (Through State/Other Agency)

Texas Health and Human Services Commission	5,801,401
Office of the Governor - Homeland Security Grants Division	1,100,271
Texas Department of Agriculture	10,000
Federal Highway Administration - TXDOT (through CAMPO)	25,000

**Subtotal** **6,936,672**

### FEDERAL - (Direct)

Economic Development Administration	90,000
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**Subtotal** **90,000**

**FY 2023 Funds** **29,378,345**

**Prior Year Funds** **6,724,072**

**TOTAL FUNDS AVAILABLE** **36,102,417**

# PROPOSED FY 2022 CAPCOG BUDGET

## USES OF FUNDS

### AGING SERVICES

Area Agency on Aging - Program Operations	13,040,836
Aging & Disability Resource Center (ADRC)	346,608
St. David's Foundation - CAPABLE and Aging Services	477,781
Aging Program Third Party Match	3,183,251
<b>Sub-total</b>	<b>17,048,476</b>

### REGIONAL PLANNING & SERVICES

EDA Planning	140,000
EDA CARES Act Recovery Funds	21,333
Third Party Grant Administration	27,000
Criminal Justice Planning	130,301
TDA Community Development	10,000
Other Planning Projects	35,000
Transportation Planning and Collaboration	150,000
Housing Navigator	6,100
Regional Solid Waste Planning	331,608
Solid Waste Local Projects	112,000
Regional Transit Coordination Committee	25,000
GIS Services	456,400
Air Quality Programs	810,000
Other Planning Projects	25,702
<b>Sub-total</b>	<b>2,280,445</b>

### REGIONAL LAW ENFORCEMENT ACADEMY

Regional Academy	564,859
<b>Sub-total</b>	<b>564,858</b>

### HOMELAND SECURITY

Homeland Security Planning, Training and Management	1,100,271
WebEOC Administration	197,525
Regional Notification Systems Administration	615,768
<b>Sub-total</b>	<b>1,913,565</b>

### EMERGENCY COMMUNICATIONS

9-1-1 District Operations	18,254,801
Expected additional revenue	(3,880,463)
<b>Sub-total</b>	<b>14,374,339</b>

### OTHER: Local Expenses

Less interdepartmental transfer for GIS	61,170
	(36,400)
<b>Sub-total</b>	<b>24,770</b>

## TOTAL EXPENDITURES

**36,206,453**

**CAPITAL AREA COUNCIL OF GOVERNMENTS SOURCES  
AND USES OF FUNDS - FY 2022**

SOURCES										USES				PROGRAMS
Grantor/Funding Agency	GRANT or CONTRACT	SERVICE FEES	CAPCOG Match	Prior Year Funds	Program Inc./Interest	Interfund Transfers	3rd Party Match	Contracts/ Local Contri.	TOTAL	DIRECT	INDIRECT	PASS-THROUGH	TOTAL	
Tx Health and Human Services Commission Aging and Disability Resource Ctr.	352,708	-	-	-	-	-	-	-	352,708	334,789	17,919	-	352,708	Info., Referral & Assistance, ADRC Support, Nutrition, Transportation, Care Coordination, Benefits Counseling, Caregiver Coordination, Ombudsman, Sr. Center Operations  Regional Economic Planning, CEDS Economic impact of COVID-19, project planning and resources
Area Agency on Aging	6,099,461	-	90,000	6,724,072	127,303	-	3,183,251	477,781	16,701,868	13,341,598	177,019	3,183,251	16,701,868	
Economic Development Administration District Planning	70,000	-	70,000	-	-	-	-	-	140,000	134,328	5,672	-	140,000	
EDA CARES Disaster Recovery	20,000	-	-	-	-	-	-	-	20,000	19,091	909	-	20,000	
Office of the Gov. - Criminal Justice Criminal Justice Planning	130,301	-	-	-	-	-	-	-	130,301	124,239	6,062	-	130,301	Criminal Justice Plans and Grants Tech Assistance Regional Law Enforcement Academy
Regional Law Enf. Academy	314,359	-	48,000	-	202,500	-	-	-	564,859	539,210	25,649	-	564,859	
Tx Department of Agriculture CEDAF Regional Law Enf. - Skimmers Detection	10,000 -	- -	- -	- -	- -	- -	- -	- -	10,000 -	9,473 -	527 -	- -	10,000 -	Community technical assistance Training to law enforcement on fuel pump skimmers
Texas Comm. on Environmental Quality Reg. Plan for Municipal Solid Waste Air Quality Monitoring	331,608 500,000	- -	- -	- -	- -	- -	- -	- 310,000	331,608 810,000	210,826 785,849	8,782 24,151	112,000 -	331,608 810,000	Solid Waste Planning, Grants Management Air Quality Planning, Monitoring, Analysis
Office of the Gov. - Homeland Security Regional Planning for Homeland Sec. Interlocal for Grant Administration Regional Interoperability (SERI) Training & Exercises Other Grants (Regional Projects)	393,204 84,000 - 125,000 498,067	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	393,204 84,000 - 125,000 498,067	373,774 82,382 - 125,000 498,067	19,430 1,618 - - -	- - - - -	393,204 84,000 - 125,000 498,067	Homeland Security, All-Hazards Planning, Grants Support of Grants Awards process, tech assistance State competitive interop support, pass through to local project Annual regional exercise, other specialized training Expand regional visibility of website, support info sharing
CAECD (9-1-1 District) 9-1-1 Program and Network Services Other Emergency Comm. Systems	- -	14,264,497 813,293	- -	- -	20,100 -	- -	- -	89,742 -	14,374,338 813,293	14,047,581 803,933	326,757 9,360	- -	14,374,338 813,293	Regional 9-1-1 Services, Training, Database Maintenance of RNS and WebEOC in Homeland Security

GIS Data Management	420,000	-	-	-	-	-	420,000	393,858	26,142	-	420,000	Regional Data management for 9-1-1 specifically	
Other Non-Grant 3rd Party Grant Administration		-			27,000		27,000	26,446	554	-	27,000	Assistance to communities with federal awards	
TXDOT Planning Contract	150,000	-					150,000	141,031	8,969	-	150,000	Contract for services	
TXDOT - CAMPO Contracts	25,000	-					25,000	23,940	1,060	-	25,000	Contract for services	
Regional Services Projects	-	35,000			-		35,000	33,867	1,133	-	35,000	Planning and projects outside of current grants	
Community Planning Projects	-				35,000		35,000	33,522	1,478	-	35,000	Planning and projects outside of current grants	
Unrestricted Local		58,670		2,500	-		61,170	20,000	41,170	-	61,170	Meeting Expenses / Contingency	
<b>TOTALS</b>	<b>9,103,708</b>	<b>15,497,790</b>	<b>301,670</b>	<b>6,724,072</b>	<b>352,403</b>	<b>-</b>	<b>3,183,251</b>	<b>939,523</b>	<b>36,102,416</b>	<b>32,102,801</b>	<b>704,364</b>	<b>3,295,251</b>	<b>36,102,416</b>
InterDepartmental Services **													
GIS Services (to programs)					36,400		36,400	36,400	-	-	36,400	GIS mapping for CAPCOG programs	
Finance					572,107		572,107	541,691	30,416	-	572,107	Accounting services for the agency	
Human Resources and Payroll					355,779		355,779	332,532	23,247	-	355,779	Human resources support and payroll processing	
Information Tech Services					588,758		588,758	564,022	24,736	-	588,758	Computer and Info Technology support, infrastructure	
Totals, InterDepartmental					1,553,045		1,553,045	1,474,645	78,399	0	1,553,045		

\* Prior year funds estimated

\*\* Interdepartmental services are expenses between funds, and do not represent additional revenue.



# CAPITAL AREA COUNCIL OF GOVERNMENTS

## UNRESTRICTED LOCAL FUNDS/ALLOCATIONS

October 1, 2022 - September 30, 2023

Unrestricted Local Funding:	FY 2022 Budgeted	FY 2022 Projection	FY 2023 Proposed
Membership Dues	290,000	301,670	301,670
Contractual/Planning Income	50,000	50,000	35,000
Interest Income	2,500	2,500	2,500
CAECD Interest Income	20,100	20,100	20,100
Misc. Income/Rebates	15,000	11,503	11,503
		-	
<b>Total Revenue</b>	<b>377,600</b>	<b>385,773</b>	<b>370,773</b>
Local Match Allocations/Expenditures:	FY 2022 Budgeted	FY 2022 Projection	FY 2023 Proposed
Program/Grant			
Match - Area Agency on Aging	90,000	90,000	90,000
Match - Economic Development (EDA)	70,000	70,000	70,000
Regional Academy	48,000	48,000	48,000
Regional Planning & Services	35,000	35,000	35,000
Other Local	32,000	32,000	28,670
Building Maintenance Contingency	15,000	15,000	30,000
Community & Economic Development	50,000	50,000	35,000
GIS Mapping and Analytics Projects	-	-	
CAECD Interest Income	20,100	20,100	20,100
<b>Total Expenditures</b>	<b>360,100</b>	<b>360,100</b>	<b>356,770</b>
		-	
<b>Balance</b>	<b>17,500</b>	<b>25,673</b>	<b>14,003</b>





## CAPITAL AREA COUNCIL OF GOVERNMENTS

### FRINGE BENEFITS

**October 1, 2022 - September 30, 2023**

#### RELEASE TIME

Vacation	193,661	
Sick		
Leave	132,042	
Holidays	211,267	
<b>Total Release Time</b>	<b>536,970</b>	<b>13.23%</b>

#### BENEFITS

FICA	351,522	
Employee Insurance	884,300	
Retirement	312,464	
Unemployment Insurance	18,380	
Workman's Compensation	15,865	
Wellness Program	5,500	
Potential Leave Payout	20,000	
Merit Pool	45,785	
<b>Total Benefits</b>	<b>1,653,816</b>	<b>39.00%</b>

<b>TOTAL RELEASE TIME AND BENEFITS</b>	<b>2,190,786</b>	<b>52.23%</b>
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Total Salaries	4,595,058	
Less: Release Time	536,970	
	<b>4,058,088</b>	

#### BASIS FOR BENEFIT ALLOCATION:

1,983,664 / 3,857,779		53.99%
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# CAPITAL AREA COUNCIL OF GOVERNMENTS

## INDIRECT COST BUDGET

**October 1, 2022 - September 30, 2023**

EXPENDITURES	FY 2022 Budget	FY 2023 Estimate	FY 2023 Budget
Salaries	336,114	336,114	296,825
Temporary Services	3,000	3,000	-
Release Time & Benefits	172,829	172,829	160,243
		0	
<b>TOTAL PERSONNEL COSTS</b>	<b>511,943</b>	<b>511,943</b>	<b>457,069</b>
		0	
Accounting	29,923	29,923	25,864
Communications	4,864	4,864	4,458
Insurance	12,000	12,000	11,710
Legal	2,500	2,500	2,631
Postage	7,000	7,000	4,434
Printing	2,000	2,000	1,055
Photocopy Expense	10,000	10,000	8,316
Contractual Services	35,000	35,000	2,859
Professional Services	2,000	2,000	0
Advertising	500	500	256
Prof. Development	2,000	2,000	400
Subscriptions, Dues	37,685	37,685	36,871
Travel	11,000	11,000	12,336
Office Space	105,144	105,144	106,525
Equipment Maintenance	0	0	4,716
Equipment	4,000	4,000	0
Consumable Supplies	12,532	12,532	14,476
Personnel/Payroll Services	20,901	20,901	17,559
IT, Security, and Communications Support Services	45,352	45,352	67,858
		-	
<b>TOTAL EXPENDITURES</b>	<b>856,343</b>	<b>856,343</b>	<b>779,392</b>
		0	
Basis for Allocation	2,897,775	2,897,775	3,014,619

**INDIRECT RATE:** Indirect costs are not to be considered Administrative or Overhead Costs. It is an accounting method used when costs are: (a) incurred for a common joint purpose benefiting more than one cost objective; and (b) not readily assignable to the cost objective specifically benefited, without effort disproportionate to the results achieved. This method is outlined in OMB Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (codified at 2 C.F.R. Part 200) as an allowable method of cost distribution. CAPCOG uses total direct salaries and wages as the basis for distributing indirect costs to individual program areas, resulting in each award bearing a fair share of the indirect costs in reasonable relation to the benefits received from the costs. Separate costs pools have been established for Accounting, Personnel/Payroll, and Information Technology Services, and are allocated as direct costs to program areas based on allocation methods included in the approved Cost Allocation Plan.

## CAPITAL AREA COUNCIL OF GOVERNMENTS FY 2023 Salary Plan

Division	Class	CAPCOG Job Title	Count of Employees	Minimum	Midpoint	Maximum
ADMINISTRATION	EXEMPT	EXECUTIVE DIRECTOR	1.00	-	-	-
	B30	DEPUTY EXECUTIVE DIRECTOR	1.00	101,630	136,756	171,881
	B19	HR COORDINATOR	1.00	42,244	55,602	68,960
	B19	MEMBER SERVICES COORD	1.00	42,244	55,602	68,960
	B17	EXECUTIVE ASSISTANT	1.00	36,976	47,688	58,399
	A11	RECEPTIONIST/ADMIN II	1.00	26,332	33,844	41,355
ADMINISTRATION Total			<b>6.00</b>			
FINANCE	B26	DIRECTOR OF FINANCE	1.00	69,415	93,406	117,397
	B25	ASST FINANCE DIRECTOR	1.00	63,104	83,298	103,491
	B21	SENIOR ACCOUNTANT	1.00	48,278	63,616	78,953
	B19	ACCOUNTANT IV	1.00	42,244	55,602	68,960
	B17	ACCOUNTANT III	1.00	36,976	47,688	58,399
FINANCE Total			<b>5.00</b>			
INFORMATION SERVICES	B27	DIRECTOR OF ITS NETWORK ADMINISTRATOR	1.00	76,356	102,747	129,137
	B22	SYSTEM SUPPORT SPECIALIST	1.00	51,614	68,047	84,479
	B17		1.00	36,976	47,688	58,399
INFORMATION SERVICES Total			<b>3.00</b>			
RLEA	B26	DIRECTOR RLEA	1.00	69,415	93,406	117,397
	B21	CHIEF ACADEMY INSTRUCTOR	1.00	48,278	63,616	78,953
	A15	ACADEMY OFFICE COORD	1.00	32,976	42,511	52,045
RLEA Total			<b>3.00</b>			
HOMELAND SECURITY	B18	CRISIS INFOR SYS COOR	1.00	39,521	51,985	64,449
	B18	HOMELAND SECURITY PLNR	1.00	39,521	51,985	64,449
	B18	HS ADMIN COORD	1.00	39,521	51,985	64,449
	B27	DIRECTOR OF HOMELAND SECU	1.00	76,356	102,747	129,137
HOMELAND SECURITY Total			<b>4.00</b>			
EMERGENCY COMMUNICATIONS	B30	DIR OF EMRG COMM	1.00	101,630	136,756	171,881
	B26	ASSISTANT DIRECTOR	1.00	69,415	93,406	117,397
	B24	EC FINANCE / ADMIN MGR	1.00	59,004	77,862	96,720
	B23	911 TELE PRJ MNGR	1.00	55,184	72,789	90,393
	B22	911 TELE COORD A	1.00	51,614	68,047	84,479
	B22	9-1-1 TELECOMMUNICATOR B	1.00	51,614	68,047	84,479
	B21	SENIOR TRAIN / PUB E SPEC	1.00	48,278	63,616	78,953
	B19	ACCOUNTING ANALYST	1.00	42,244	55,602	68,960
EMERGENCY COMMUNICATIONS Total			<b>8.00</b>			

REG. PLANNING & SVCS	B27	DIR RGL PLNG & SRV	1.00	76,356	102,747	129,137
	B23	PED MANAGER	1.00	55,184	72,789	90,393
	B22	GIS OPS COORD	1.00	51,614	68,047	84,479
	B22	GIS PROGRAM MANAGER	1.00	51,614	68,047	84,479
	B22	REGIONAL PRG MNGR	1.00	51,614	68,047	84,479
	B21	AIR QUALITY PRGM MNGR	1.00	48,278	63,616	78,953
	B20	GIS SPECIALIST II	1.00	45,158	59,473	73,788
	B18	GRANT COORD	1.00	39,521	51,985	64,449
	A11	ADMIN ASSISTANT II	1.00	26,332	33,844	41,355
REG. PLANNING & SVCS Total			9.00			
AGING SERVICES	B28	DIRECTOR OF AGING SVCS	1.00	83,991	113,022	142,052
	B23	ASST. DIR. OF AGING SVCS	1.00	55,184	72,789	90,393
	B20	PROJECT COORD	1.00	45,158	59,473	73,788
	B20	ADRC PROG MNGR	1.00	45,158	59,473	73,788
	B19	MANAGING LEAD OMBUDSMAN	1.00	42,244	55,602	68,960
	B19	PRGM MANAGER CARE	1.00	42,244	55,602	68,960
	B19	PRGM MGR NUT/DATA/BC	1.00	42,244	55,602	68,960
	B17	ADRC COORDINATOR	1.00	36,976	47,688	58,399
	B17	ASC ADRC NTWK COORD	1.00	36,976	47,688	58,399
	B17	HEALTH & WELLNESS PROG. COORD.	1.00	36,976	47,688	58,399
	B17	HEALTH-WELLNESS COORD	1.00	36,976	47,688	58,399
	B17	LEAD BENEFITS COUNSELOR	1.00	36,976	47,688	58,399
	B15	BENEFITS COUNSELOR	1.00	32,976	42,511	52,045
	B15	BENEFITS COUNSELOR	1.00	32,976	42,511	52,045
	B15	CARE COORD/INTAKE SPEC	1.00	32,976	42,511	52,045
	B15	CARE COORDINATOR	1.00	32,976	42,511	52,045
	B15	CARE COORDINATOR	1.00	32,976	42,511	52,045
	B15	CARE COORDINATOR	1.00	32,976	42,511	52,045
	B15	CARE COORDINATOR	1.00	32,976	42,511	52,045
	B15	CARE COORDINATOR	1.00	32,976	42,511	52,045
	B15	OMBUDSMAN	1.00	32,976	42,511	52,045
	B15	OMBUDSMAN	1.00	32,976	42,511	52,045
	B15	OMBUDSMAN	1.00	32,976	42,511	52,045
	B15	OMBUDSMAN PT	1.00	32,976	42,511	52,045
	B13	INTAKE SPECIALIST	1.00	29,439	37,914	46,388
	B13	INTAKE SPECIALIST	1.00	29,439	37,914	46,388
	A15	PROGRAM MONITOR	1.00	32,976	42,511	52,045
	A13	ADMIN/RECEPTIONIST	1.00	29,439	37,914	46,388
	A12	ADRC IR&A NAVIGATOR	1.00	27,840	35,819	43,798
	A12	IR&A SPECIALIST	1.00	27,840	35,819	43,798
A11	DATA ENTRY CLERK	1.00	26,332	33,844	41,355	
AGING SERVICES Total			30.00			

## RESOLUTION

### A RESOLUTION ADOPTING THE ANNUAL OPERATING BUDGET OF THE CAPITAL AREA COUNCIL OF GOVERNMENTS FOR FISCAL YEAR 2023

**WHEREAS**, the Executive Director has prepared the operating budget for the fiscal year October 1, 2022, to September 30, 2023, using \$36,102,417 in revenues from multiple sources toward anticipated expenditures of \$36,206,453, and,

**WHEREAS**, the proposed budget has been prepared in accordance with the bylaws of the Capital Area Council of Governments, and,

**WHEREAS**, the Capital Area Council of Governments has adopted a salary plan, travel policies, and procurement policy in compliance with State law, and,

**WHEREAS**, the application of the State of Texas Salary Plan by the Capital Area Council of Governments has been submitted to the State Auditor's Office as required, and,

**WHEREAS**, the specific grant proposals have been submitted to the State and Federal agencies outlined in the budget in conformance with the requirements of those agencies, and,

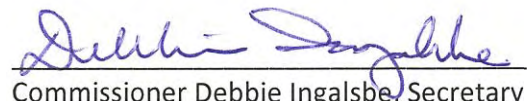
**WHEREAS**, the proposed budget has been prepared using a cost allocation plan in accordance with 2 CFR 200 (Uniform Guidance) - Code of Federal Regulations and the Uniform Grant Management Standards (UGMS), and in accordance with instructions from the Capital Area Council of Governments' cognizant agency, the U.S. Department of Commerce, and in conformance with applicable laws and regulations of the State of Texas, and,

**WHEREAS**, the proposed budget has been reviewed and recommended for approval by the Budget and Audit Committee and the Executive Committee,

**THEREFORE, BE IT RESOLVED**, that the General Assembly of the Capital Area Council of Governments hereby adopts the FY 2023 budget and authorizes the Executive Director to perform all duties necessary to implement this budget.

Resolution adopted by the Capital Area Council of Governments General Assembly on this 14th day of September 2022.

  
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Mayor Brandt Rydell, Chair  
Executive Committee  
Capital Area Council of Governments

  
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Commissioner Debbie Ingalsbe, Secretary  
Executive Committee  
Capital Area Council of Governments