

City of Grapevine Fiscal Year 2017-2018 Budget Cover Page October 1, 2017

This budget will raise more total property taxes than last year's budget by an amount of \$ 448,245, which is a 2.04 percent increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$ 370,640.

The members of the governing body voted on the budget as follows:

FOR: Tate, Freed, Spencer, Coy, Lease, O'Dell and Slechta

AGAINST:

PRESENT and not voting:

ABSENT:

Property Tax Rate Comparison

	2017-2018	2016-2017
Property Tax Rate:	\$0.289271/100	\$0.289271/100
Effective Tax Rate:	\$0.270961/100	\$0.289271/100
Effective Maintenance & Operations Tax Rate:	\$0.127969/100	\$0.135271/100
Rollback Tax Rate:	\$0.292737/100	\$0.308884/100
Debt Rate:	\$0.161302/100	\$0.162792/100

Total debt obligation for City of Grapevine secured by property taxes: \$11,972,850

City of Grapevine, Texas

ANNUAL OPERATING BUDGET

October 1, 2017 to September 30, 2018

AS ADOPTED BY THE CITY COUNCIL



CITY OF GRAPEVINE, TEXAS
ELECTED OFFICIALS



William D. Tate
Mayor



Darlene Freed
Mayor Pro Tem / Place 4



Paul Slechta
Place 1



Sharron Spencer
Place 2



Mike Lease
Place 3



Chris Coy
Place 5



Duff O'Dell
Place 6

CITY OF GRAPEVINE, TEXAS
ADMINISTRATIVE OFFICIALS

Bruno Rumbelow
City Manager

Jennifer Hibbs
Assistant City Manager

John F. Boyle, Jr.
City Attorney

Tara Brooks
City Secretary

Gregory S. Jordan
Chief Financial Officer

Alan Wayland
Municipal Court Judge

Scott Williams
Director of Development Services

Bryan Beck
Director of Public Works

Eddie Salame
Chief of Police

Darrell Brown
Fire Chief

Kevin Mitchell
Director of Parks and Recreation

Janis Roberson
Library Director

P. W. McCallum
Executive Director, Convention & Visitors Bureau

Russell Pulley
Director of Golf

Jeffrey Strawn
*Managing Director of
Financial Services*

Carolyn Van Duzee
*Director of
Human Resources*

Robert Farley
Director of Economic Development

Tessa Allberg
Chief Technology Officer

2017-2018 BOARD AND COMMISSION APPOINTMENTS

Animal Shelter Advisory Board:

Tannetje Crocker, Kristina Valentine, Kristan Turns, Joy Mayo, Nancy Snyder, and Larry Hallmark

Board of Zoning Adjustments

Deborah Holt, George Dalton, Tracey Dierolf, Ken White, John Sheppard and D. Todd Parrish

Building Board of Appeals

Joe Lipscomb, Jerrold Sklar, Clint Hallman, Paul Coventry, Shea Kirkman and Paul Biesiadny

Convention & Visitors Bureau Advisory Board

Daniel Weinberger, Joe Szymaszek, Cynthia Blankenship, Debi Meek, Mark Terpening, Jim Quinn, Iain Scouller and Keith Spinden

Golf Course Advisory Board

Louis Capone, Gary Davis, Tom Kormondy, Brian Humphreys, Robert Blalock, Ronnie Hatley and Jonathan Wall

Grapevine Heritage Foundation

Curtis Ratliff, Becky Hummer, Sue Franks, Frances Jensen, Janet Perkins, Melva Stanfield, Patricia Stinson, and Balla Wright

Historic Preservation Commission

Sean Shope, Margaret Telford, Ashley Anderson, Ted Ware, J. Eric Gilliland, Chuck Voelker, Vick Cox and Jason Parker

Housing Authority Board of Commissioners

Karen Rice, Bonnie McHugh, Linda Troeger, Ethel Anderson and Teri Rhodes-Cantu

Library Board

Janice Cook, Bruce Rider, Susan Peabody, Janee Trasler, Debbie Venable, Fred Sheffler and Lynda Brown

Metroport Teen Court Advisory Board

Darlene Freed, Traci Hutton and Marjorie Lewis

Parks & Recreation Board

John Dalri, Dave Buhr, Roy Robertson, Ray Harris, Joe Luccione, Christian Ross, Terry Musar, Debra Tridico, Tatum Tellin, Mark Assaad and Jorge Rodriguez

Planning & Zoning Commission

Larry Oliver, Robert Rainwater, Jim Fechter, Monica Hotelling, Gary Martin, Beth Tiggelaar, Betty Wilson and Dennis Luers

Senior Citizens Advisory Board

Dick Guckel, Kay Blanding, Tena Burrell, Rhonda Madsen, Holly Meister, Carey Miller, and Pam Price

Grapevine 4B Economic Development Board

William D. Tate, Sharron Spencer, Darlene Freed, Chris Coy, Matt Carnes, Kirby Kercheval and Cory Halliburton

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October 1, 2017

Honorable Mayor and Members of the City Council,

I am pleased to present you with the *FY18 Annual Operating Budget*. This budget is a maintenance budget that responds to current market conditions, long-term sustainability, and maintains current service levels.

As we developed the budget, we focused on several key elements:

- Preservation of Fund Balance
- Fully funding the Crime District and responding to a reduction in sales tax
- Fully funding the Quality of Life Fund, consistent with the FY17 Capital Plan
- Maintaining compensation at the 50th percentile of market

Staff provided a detailed presentation to City Council during the August 10, 2017 Budget Workshop.

General Fund Revenues

On August 1, the City Council approved Resolution 2017-069 to accept the Certified Tax Rolls having a total appraised value of \$12,678,120,389, less exemptions of \$4,640,785,503 for a net taxable value of \$8,037,334,886. The new construction value included in the net taxable value amount is \$128,129,000. This represents a 10.5% increase from the previous year. It also allows us to maintain the current tax rate of \$0.289271 per \$100 valuation.

Each month staff presents the Monthly Financial Report, which gives a forecast of year-end performance. Since January 2016, sales tax was forecasted to decline and it has on a regular basis, decreasing from a high of \$28.3 million in FY16 to a projected \$27.3 million at year-end FY17. The FY18 budget anticipates that the decline in sales tax may halt, and therefore a 0% change in sales tax is assumed.

The flattening in sales tax is based primarily on the basis that Grapevine has great days ahead thanks to the aggressive economic development program. The City Council and its policies have brought new businesses to Grapevine that are thriving as well as new businesses that will make substantial contributions. Some of the most recent developments include, but are not limited to, Fieldhouse USA, Grapevine Station Hotel with Coury Hospitality Group, Salt Lick, Perry's Steakhouse, the Trade Group, Standrock Hotel and Water Park, and many others. These partnerships are adding jobs to our local economy as well as stimulating consumer spending.

General Fund Summary

The General Fund increases by \$3.5 million or 5.6%. It is important to recognize that the transfer to the Crime District Fund increases by \$2 million and insurance costs increase by \$1.2 million. Excluding these two significant costs, the General Fund increases by \$328,557, or 0.52%, which is well below the current rate of inflation.

The General Fund reserve is projected to exceed the 20% reserve requirement. The 20% requirement is critical to maintain because, if revenues were severely hampered or ceased, it would provide the City with an emergency fund to continue to service debt and provide critical services.

City-Wide Compensation

Compensation increases included will keep Grapevine salaries competitive with its comparison cities, and the recommendations are consistent with the findings of the City's annual compensation review. In order to stay at 50% of market, combinations of merit and market adjustments are proposed.

General employees will receive a 3% market adjustment and are eligible for a 2% merit based on a passing evaluation score. Those employees at the top of their salary range will receive the 3% market adjustment only.

Police and Fire sworn personnel will receive a 3% market adjustment plus 5% or 3% step increase with a passing evaluation. Those employees at the top of their salary range will receive the 3% market adjustment only.

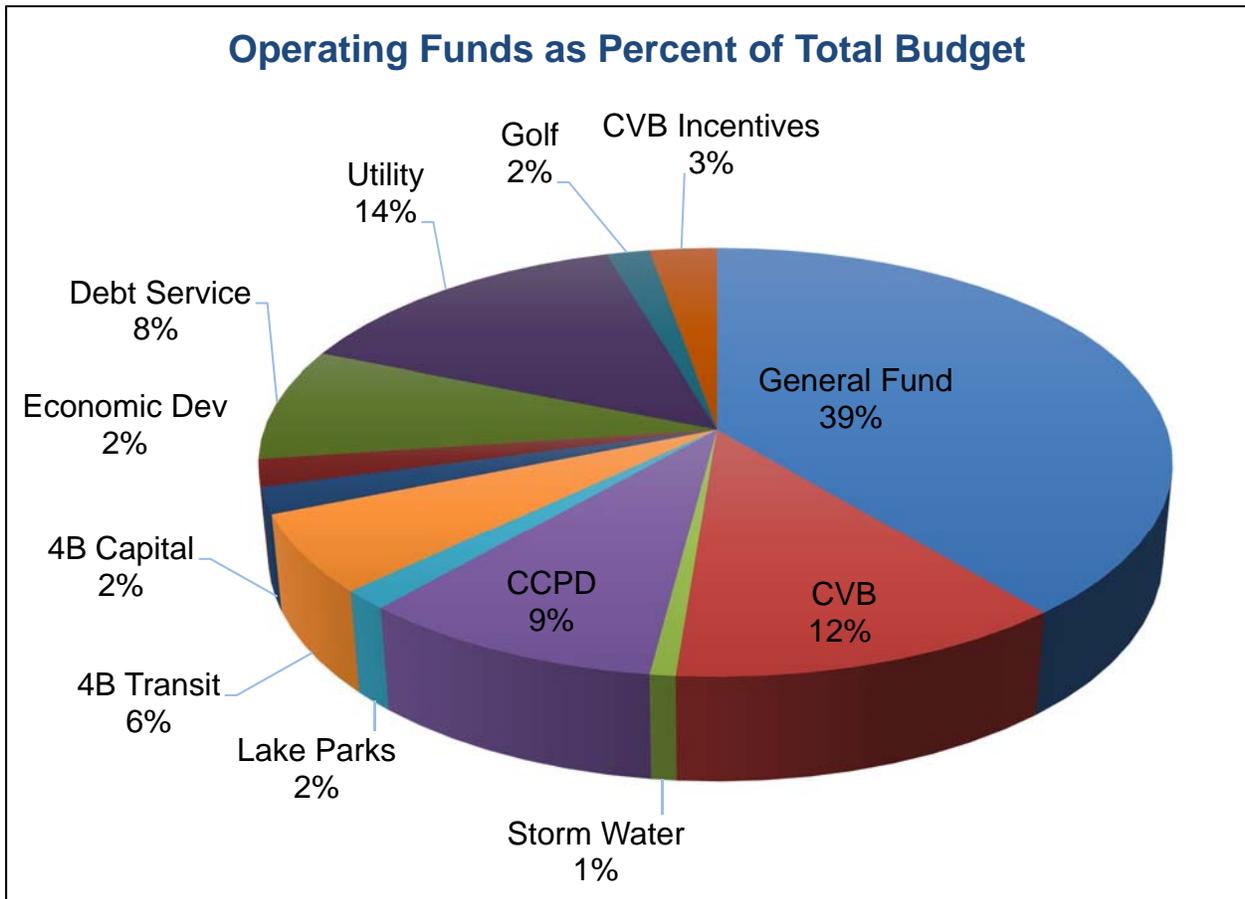
The recommendations are as follows:

FY18 Compensation				
	Merit	Steps	Market	Total
General Employees	2%	N/A	3%	5%
Police and Fire	N/A	5% or 3%	3%	8% or 6%

The proposed compensation plan will help keep Grapevine competitive in the market so that it can continue to hire and retain quality, dedicated employees to support its programs while providing the highest level of customer service.

Total Operating Budget – All Funds

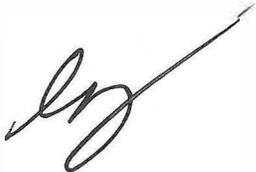
Overall, the City’s total operating budget is \$172 million and decreases 1% over the FY17 Adopted Budget. The General Fund Budget represents \$67 million of the total or 39%. The distribution of funds is illustrated below.



Debt

A \$949,000 Short-Term Equipment Note is included for FY18 to provide capital vehicle replacement. This issuance will be short-term in nature and will maintain parity between the City's I&S and M&O revenue streams derived from the ad valorem taxes.

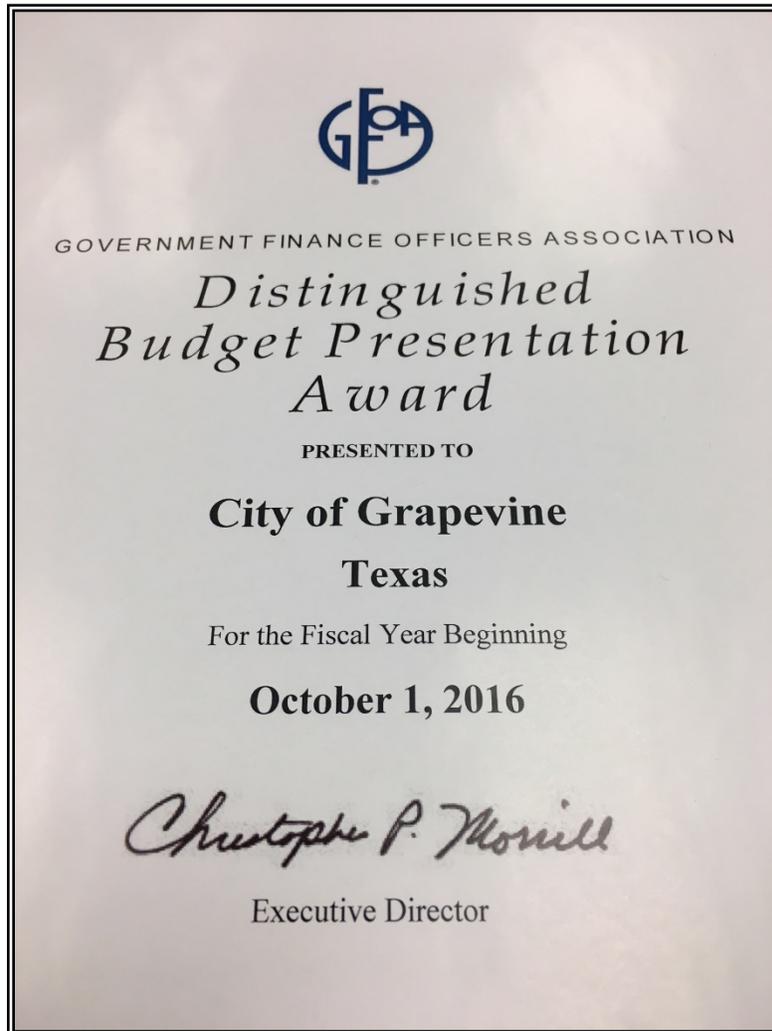
Sincerely,



Greg Jordan
Chief Financial Officer



Bruno Rumbelow
City Manager



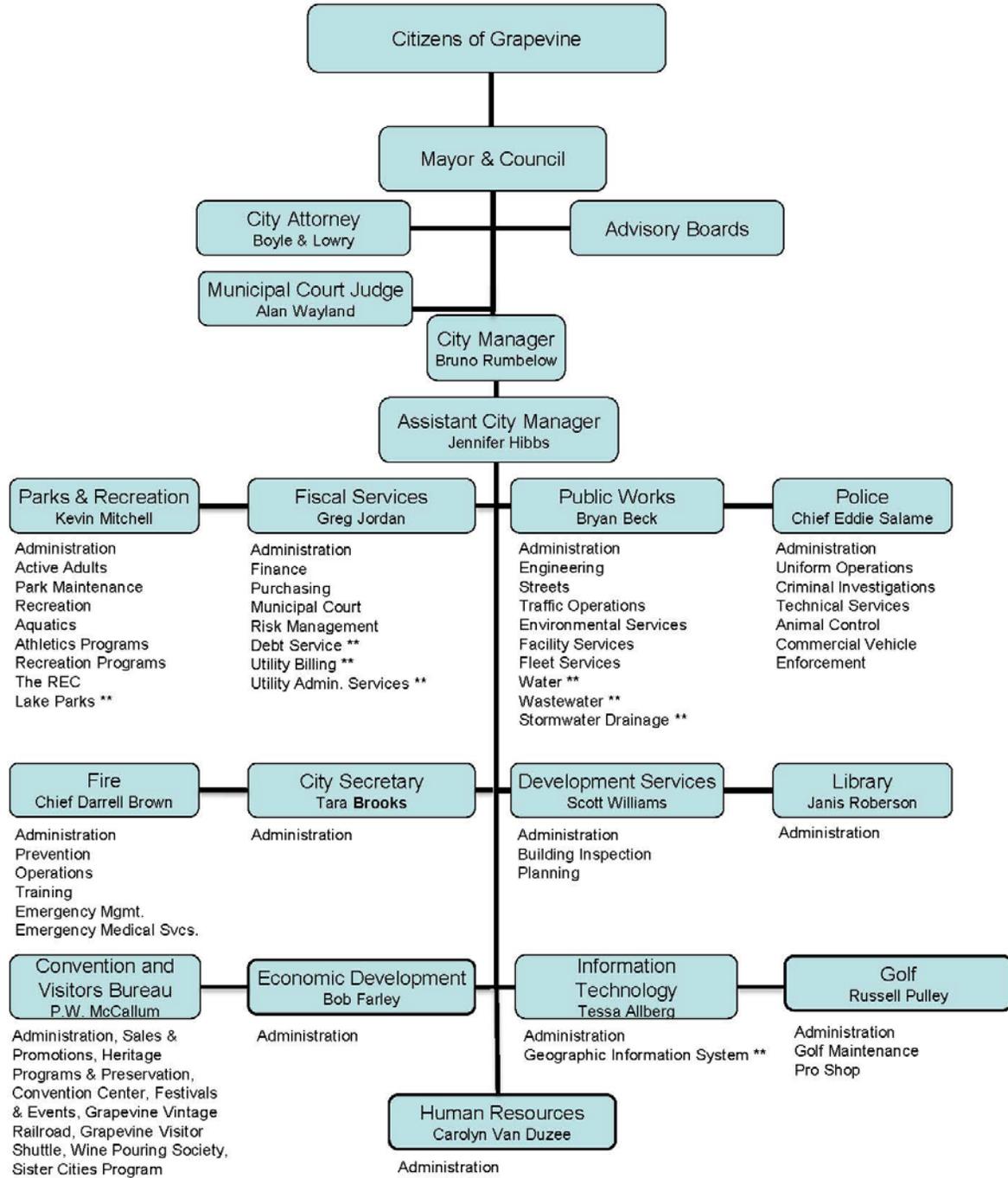
The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of Grapevine, Texas for its annual budget for the fiscal year beginning October 1, 2016.

In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan and as a communication device.

The award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

The City of Grapevine has been awarded the Distinguished Budget Presentation Award for twenty-four years.

City of Grapevine Organization Chart



Introduction

The City of Grapevine is a municipal corporation incorporated under Article XI of the Texas Constitution (Home Rule Amendment). The City operates under a Council-Manager form of government and provides such services as are authorized by its charter to advance the health, welfare, safety and convenience of its citizens.

The City of Grapevine's FY 2018 annual operating budget is the result of many hours of deliberation as well as a response to both internal and external forces that impose fiscal constraints. The mission of the budget office is to produce an accurate and user-friendly document that can be utilized as a resource tool by City staff, citizens of Grapevine, and the community at large.

To accomplish its mission, the budget office has established a set of budget preparation guidelines, which represent generally accepted good budgeting practices:

1. The annual operating budget presents expenditures requests and estimates of revenues for all local government funds, including general tax revenues, fees, licenses and permits, charges for services, fines and forfeitures, and miscellaneous revenues.
2. The annual operating budget balances approved expenditures with anticipated revenue and estimated surplus.
3. Budget for each department/division are broken down into specific cost components, such as personnel costs, supplies, operating expenditures, equipment, etc.
4. Revenue projections are prepared for each revenue source based on an analysis of past revenue trends and current fiscal conditions.
5. The budget process includes a multiyear projection of capital improvement requirements.
6. Performance measures have been developed and performance standards based on those measures are established for each local service or function.
7. Service objectives related to workload and performance measures are established to guide the budgeting process.
8. A budget message, which summarizes local financial conditions and the principal budget issues the locality must face, is presented to the City Council along with the annual budget.

The budget also contains sections outlining the program of services for the Capital / Street Maintenance program. The Capital / Street Maintenance program oversees the maintenance and scheduled repair of the City's permanent infrastructure, which includes buildings, parks, roadways, rights-of-way and traffic signals. Funding is provided by a direct transfer from the general fund.

The following funds are appropriated and included within this document:

<u>Fund No.</u>	<u>Fund Title</u>
100	General
115/216	Convention and Visitors Bureau / Grapevine Visitor Shuttle
215	Convention and Visitors Bureau Incentives
116	Stormwater Drainage
117/217	Crime Control and Prevention / Commercial Vehicle Enforcement
119	Lake Parks
120/122	4B Transit / Capital Improvement
124	Economic Development
130	Debt Service
174	Capital / Street Maintenance
200	Utility Enterprise (Water/Sewer)
210	Lake Enterprise (Golf)

The final components of the budget are the Community Profile and Appendices sections, which contain historical and statistical information, supplemental information and financial disclosures, and City ordinances and resolutions related to the adoption of the budget and tax rate.

The data for each department is organized similarly:

- ◆ Budget-At-A-Glance (includes Personnel Summary by division)
- ◆ Four-Year Expenditure Summary
- ◆ Organization Chart
- ◆ Expenditure Summary by Division
- ◆ Objectives (by division)
- ◆ Performance Indicators (by division)

Each division section contains statistical and financial data for four fiscal years: the current budget year, the fiscal year recently completed as of September 30, 2017 (both original budget and amended estimate), and actual totals for the fiscal years ended September 30, 2016 and September 30, 2015.

BASIS OF ACCOUNTING / BUDGETING

The accounts of the City are organized on the basis of funds or account groups, each of which is considered to be a separate accounting entity. The accounting policies of the City conform to generally accepted accounting principles for governmental entities as promulgated by the Governmental Accounting Standards Board. The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. All governmental funds are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the combined balance sheet. Operating statements of these funds present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets.

The modified accrual basis of accounting is used by all Governmental Fund types. Under the modified accrual basis of accounting revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available). “Measurable” means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures are generally recorded when the related fund liability is incurred. However, principal of and interest on general long-term debt are recorded as fund liabilities when due or when amounts have been accumulated in the debt service fund for payments to be made early in the following year. Major revenue sources which have been treated as susceptible to accrual under the modified accrual basis of accounting include property taxes, charges for services, intergovernmental revenues, and investment of idle funds.

The accrual basis of accounting is used by all Proprietary Fund types. Under the accrual basis of accounting, revenues are accounted for on a flow of economic resources measurement focus. With this measurement focus, revenue is recorded when earned and expenses are recorded at the time liabilities are incurred. All assets and all liabilities associated with the operation of these funds are included on the combined statement of net assets. Net assets is segregated into net assets invested in capital assets, net of related debt, restricted net assets and uninvested net assets. Proprietary fund-type operating statements present increases (revenues) and decreases (expenses) in total net assets. For purposes of this budget presentation, depreciation is not displayed and capital expenditures and bond principal payments are shown as uses of funds.

Governmental Fund Types

Governmental fund types are those through which most governmental functions of the City are financed. The acquisition, use, and balances of the City’s expendable financial resources and the related liabilities (except those accounted for in the Proprietary and Fiduciary fund types) are accounted for through Governmental Fund types. The following are the City’s governmental fund types.

-
1. General Government Funds - Includes the General, Debt Service, and Capital / Street Maintenance funds. The General fund is the general operating fund of the City. It is used to account for all revenues and expenditures except those required to be accounted for in other funds. Major functions financed by the general fund include Administration, Public Safety and Public Health, Library, Public Facilities, Parks and Recreation, and Planning and Development. The Debt Service fund is used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest and related costs.
 2. Special Revenue Funds - Special Revenue funds are used to account for the proceeds of specific revenue sources, other than expendable trusts or major capital projects. The Convention and Visitors Bureau Fund, CVB Incentives Fund, Stormwater Drainage Utility Fund, Crime Control and Prevention Fund, Lake Parks Fund and 4B Transit & Capital Fund , and the Economic Development Fund, which account for all revenues and expenditures relating to hotel/motel occupancy taxes, stormwater drainage utility fees, crime half-cent sales tax for crime control, campgrounds and boat ramps, and half-cent sales tax for commuter rail, respectively, are classified as Special Revenue funds.

Proprietary Fund Types

Proprietary fund types operate in a manner similar to private business. Beginning this fiscal year, the City will utilize only the enterprise fund type.

Enterprise Funds - Enterprise funds are used to account for operations that are either financed and operated in a manner similar to private business enterprises, or where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability or other purposes. The City has established two enterprise funds:

- The Utility Enterprise Fund accounts for water, wastewater and solid waste collection services for residents of the City. All activities necessary to provide such services are accounted for within the fund, including administration, operations, maintenance, financing and related debt service, and billing and collection.
- The Lake Enterprise Fund accounts for all activities necessary to operate and maintain the City-owned golf course.

THE BUDGET PROCESS

The City of Grapevine's Home Rule Charter provides for the submission of the budget to the City Council by the City Manager. The City's fiscal year runs from October 1 through September 30.

At least sixty days and no more than ninety days before the beginning of the fiscal year, the City Manager must submit a proposed budget that includes:

- ◆ A budget message
- ◆ A consolidated statement of anticipated receipts and proposed expenditures for all funds
- ◆ An analysis of the tax rate
- ◆ Indicators showing the tax levies and tax collections by year for at least five years
- ◆ General fund resources in detail
- ◆ Special revenue fund resources in detail
- ◆ A summary of proposed expenditures by function, department, and activity
- ◆ Detailed estimates of expenditures shown separately for each activity to support the proposed expenditure
- ◆ A revenue and expense statement for all bonds
- ◆ A description of all bond issues outstanding
- ◆ A schedule of the principal and interest payments of each bond issue
- ◆ The appropriation ordinance and the tax levying ordinance

The proposed revenues and expenditures must be compared to prior year revenues and expenditures.

The budget preparation process begins early in the calendar year with the establishment of overall city goals and the analysis of current year operations compared to expenditures. Budget policies and procedures are reviewed at that time to reduce errors and omissions. In March, the Budget Manager prepares a comprehensive Budget Preparation Manual for use by all departments. The Budget Preparation Manual includes such items as budget forms, instructions for estimating revenues and expenditures, price planning factors, the official budget calendar, performance measure guidelines, a chart of accounts, and a comprehensive list of all object codes (budget expense categories).

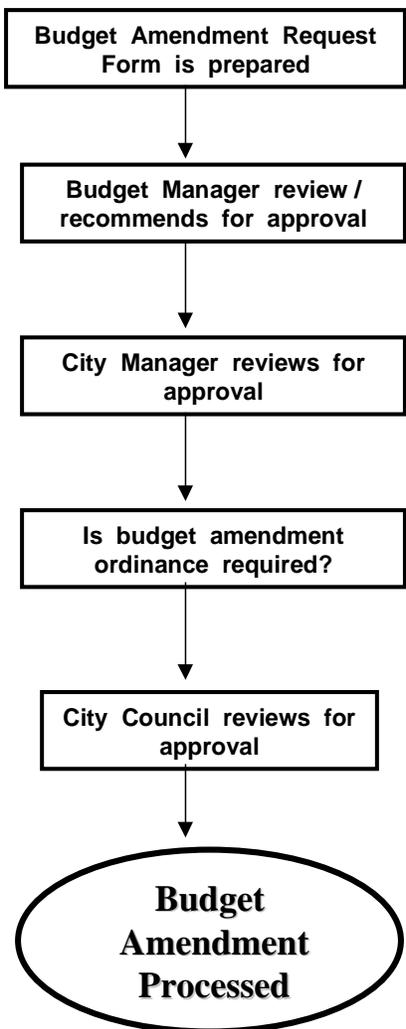
The Budget Preparation Manual, along with all necessary budget materials, is distributed at a budget kickoff meeting in April. The budget kickoff meeting is the venue to announce new procedures and ensure that City staff receives the same interpretation of the instructions.

In May, departmental objectives and performance indicators are submitted to the City Manager. Following the review and approval of the objectives and indicators, department heads submit proposed baseline expenditures for current service levels. Proposals for program enhancements or Increased Service Levels are also submitted at this time. Meetings are then held with the Budget Team (City Manager, Assistant City Manager, Chief Financial Officer, and Management Services Director) and each department.

After all funding levels are established, the proposed budget is presented by the City Manager to the City Council in a workshop session. Public notices of the effective tax rate are published in the local newspaper in accordance with state law. A public hearing is held after the City Council has reviewed the budget during the budget workshop session. In a special meeting held prior to September 15, the City Council approves the level of expenditure (“appropriation”) for each fund to become effective October 1.

BUDGET AMENDMENT PROCESS

To amend the current year budget, the requesting individual/department head must first contact the Budget Manager. The Budget Manager will assist in preparing the necessary budgetary documentation. Upon the recommendation of the Budget Manager, the documentation is forwarded to the City Manager for final approval. If required, an ordinance is then prepared for City Council consideration at a regularly scheduled City Council meeting, where public discussion and debate are possible. If approved by vote of the City Council, the necessary budgetary changes are made.



FY 2017-2018 CITY OF GRAPEVINE BUDGET CALENDAR

April 20	Thursday	Budget Kickoff
May 26	Friday	Submission Deadline
May 30 – June 23		Budget Office Review
June 26 –30	Mon - Fri	Departmental Budget Hearings
July 24	Monday	Operating Budget Submitted to City Council
July 25	Tuesday	Receive Certified Tax Roll from Appraisal Districts
August 1	Tuesday	City Council Resolution to Accept Certified Tax Roll
August 10	Thursday	City Council Budget Workshop
August 15	Tuesday	Public Hearing on FY18 Operating Budget
August 15	Tuesday	Public Hearing on FY18 Crime Control & Prevention Budget
September 5	Tuesday	First Public Hearing on Ad Valorem Tax Rate
September 8	Friday	Second Public Hearing on Ad Valorem Tax Rate
September 13	Wednesday	4B Board FY18 Budget Adoption
September 13	Wednesday	Crime Control & Prevention District Board FY18 Budget Adoption
September 13	Wednesday	City Council Adoption of FY18 Operating Budget and Tax Rate
October 1	Sunday	Fiscal Year 2017-18 begins

THE BUDGET AS A POLICY DOCUMENT

The City Council has approved the adoption of financial policies that outline a budget process that encompasses the broad scope of governmental planning and decision-making with regard to the use of public resources. The Government Finance Officers Association (GFOA) and the National Advisory Council on State and Local Budgeting (NACSLB) have endorsed these policies.

Financial Planning Policies

Section 9.14 of the Grapevine Code of Ordinances establishes a policy to maintain a prudent level of financial resources to protect against one-time expenditures. Provision is made for a contingent appropriation of not more than three percent of the total budget, to be used in case of unforeseen items of expenditure. Such contingent appropriation shall be under the control of the city manager, and distributed after approval of the City Council.

Section 9.15 of the Grapevine Code of Ordinances establishes a balanced budget provision for the General and Debt Service funds. Total estimated expenditures within these funds shall not exceed the total estimated resources

Section 9.16 of the Grapevine Code of Ordinances provides for disclosure when a deviation from a balanced budget is necessary. The budget may be amended and appropriations altered in cases of public necessity, upon declaration of the City Council.

Section 10.31 of the Grapevine Code of Ordinances establishes policies and guidelines governing cash management and investment of City funds. Safety of principal is the foremost objective of the City in managing its portfolio. The City will also maintain sufficient liquidity to provide adequate and timely working funds.

Section B, Number 5.0 of the Grapevine Administrative Policy Manual establishes the fund balance reserve policy to ensure fund availability for unforeseen emergencies that would severely impact the City's ability to pay for basic operations and guarantee the payment of debt obligations. Any exceptions are to be noted at the time the budget is approved. The emergency reserve is established at the following minimum levels:

- General Fund – 20% (72 days) of total current budgeted expenditures.
- Debt Service Fund – 20% (72 days) of total current budgeted net debt service expenditures.
- Convention & Visitors Fund – 16% (60 days) of total current budgeted expenditures.
- Utility Enterprise Fund – working capital reserves of 16% (60 days) of total budgeted expenses.
- Lake Enterprise Fund – working capital reserves of 25% (90 days) of total budgeted expenses.

Section B, Number 14.0 of the Grapevine Administrative Policy Manual outlines the fixed asset capitalization policy, which establishes a uniform and consistent standard for the capitalization of fixed assets owned by the City. This policy also establishes the procedure to inventory and assess the condition of all major capital assets.

Section D, Number 3.1 of the Grapevine Administrative Policy Manual outlines the Vehicle & Equipment Replacement policy, and establishes a standard schedule of vehicle and equipment replacement intervals. Under normal budgeting constraints, it is advantageous to replace vehicles and equipment at specific intervals. Replacement in accordance with this schedule provides the users with the most efficient and reliable vehicle and/or equipment as possible. Fleet replacement procedures consider the most economic replacement point at which the vehicle has the greatest salvage value and has been depreciated to its fullest.

Investment Policy

It is the policy of the City of Grapevine that, giving due regard to the safety and risk of investment, all available funds shall be invested in conformance with State and Federal Regulations, applicable Bond Resolution requirements, adopted Investment Policy and adopted Investment Strategy.

Effective cash management is recognized as essential to good fiscal management. Aggressive cash management and effective investment strategy development will be pursued to take advantage of interest earnings as viable and material revenue to all City funds. The City's portfolio is designed and managed in a manner responsive to the public trust and consistent with this Policy.

Investments shall be made with the primary objectives of:

1. Preservation of capital
2. Safety of City funds
3. Maintenance of sufficient liquidity
4. Maximization of return within acceptable risk constraints
5. Diversity of investments

In accordance with the Public Funds Investment Act, the City of Grapevine's investment strategies shall address the following priorities (in order of importance):

- Understanding the suitability of the investment to the financial requirements of the City
- Preservation of safety and principal
- Liquidity
- Marketability of the investment prior to maturity
- Diversification of the investment portfolio
- Yield

In order to minimize risk of loss due to interest rate fluctuations, investment maturities will not exceed the anticipated cash flow requirements of the funds. Specific investment guidelines have been developed for the following fund-types:

- Operating Funds
- Construction and Capital Improvement Funds
- Debt Service Funds

BUDGET CONTINGENCY PLAN

In 2007 the city developed a Budget Contingency Plan to serve a two-fold purpose of:

- (1) Enacting structural changes that affect the short-term financial outlook;
- (2) Remain in place to monitor financial conditions and serve as an “early warning” mechanism.

The Budget Contingency Plan addresses the following operational areas:

- Service Provision / Efficiency
- Personnel
- Equipment Replacement
- Revenue Enhancement
- Administrative / Operational Policies
- Debt Management
- Fiscal Planning

BUDGET CONTINGENCY PLAN	
Operational Area	Recommended Action
Service Provision / Efficiency	Conduct departmental reviews to: (1) identify core services to focus on; (2) identify the cost drivers that inhibit the efficiency and effectiveness of service delivery; and (3) develop strategies to improve the efficiency and effectiveness
Personnel	Freeze all General Fund vacant positions, new positions and promotions; evaluate current positions for creation of attrition list; retain key employees by maintaining competitive local employment market position
Equipment Replacement	Analyze fleet, technology and capital equipment replacement schedules
Revenue Enhancement	Reevaluate all revenue programs; continue to focus on economic development
Administrative / Operational Policies	Examine policies regarding employee take-home vehicles and fund balance reserves
Debt Management	Prioritize capital projects and pay cash whenever fiscally prudent; enact cash funding for all equipment replacement
Fiscal Planning	Develop “early warning” system to monitor revenue and expenditure trends

EFFECT OF PLANNING PROCESSES ON THE OPERATING BUDGET

The City utilizes several planning processes that affect the development of the operating budget. Effective planning processes assist the City in assessing the financial implications of current and proposed policies, programs, and assumptions. An effective plan illustrates the likely outcomes of particular courses of actions.

Name Of Plan	Type Of Planning Process	Description Of Planning Process	Budget Impact
General Government Long-Range Financial Forecast	Five-year operating plan to facilitate financial planning	Forecast of revenues, expenditures, service levels and staffing needs	Allows for reallocation of resources
Facilities Capital Maintenance	Five-year plan by facility and maintenance activity or project	The prioritization of departmental requests for projects along with known maintenance requirements	Stability of General fund appropriations
Parks Capital Maintenance	Five-year plan by facility, maintenance activity or project	Identifies, prioritizes and schedules improvements to parks, medians and grounds	Stability of General fund appropriations
Street Maintenance	Five-year plan to maintain and improve roadways, sidewalks, curbs and gutters	Inspection, prioritization and scheduling of surface repair and preventive maintenance of streets	Stability of General fund appropriations
Vehicle / Equipment Replacement	Five-year plan of scheduled vehicle and heavy equipment replacement	Development of replacement intervals based on equipment age, usage, and lifetime repair costs	Timing and sizing of debt issues and payments
Computer Replacement	Three-year plan for the replacement of computers and other technology items	Development of replacement intervals based on equipment age, usage, and lifetime repair costs	Timing and sizing of debt issues and payments
Capital Improvements Plan	Five-year plan of major infrastructure development and improvements	City Council identification of projects; prioritizing; costing; timing; financing and project management	Predictable funding levels, debt service planning
Land Use Assumptions	Ten-year plan of land use assumptions and infrastructure needs	Identification of residential & non-residential land use development opportunities	Water & sewer capacity plans, debt issues

CITY OF GRAPEVINE, TEXAS
 FY 2017-18 APPROVED OPERATING BUDGET
 SUMMARY OF ALL FUNDS

- Budget At-A-Glance -

REVENUE AND OTHER FINANCING SOURCES:	2014-15 Actual	2015-16 Actual	2016-17 Budget	2017-18 Approved
Taxes	93,987,654	97,516,058	95,397,356	96,092,728
Licenses, Fees & Permits	8,213,456	10,564,077	8,130,095	12,496,462
Fines and Forfeitures	2,314,696	1,918,562	2,080,560	2,016,815
Charges for Services	46,830,475	42,331,527	48,855,230	47,188,356
Federal /State /Local Funds & Grants	1,304,793	92,507	94,577	97,189
Private Participation	19,920	0	0	0
Interest Income	156,789	454,888	155,705	682,850
Transfers In	19,023,018	16,379,717	13,538,006	15,489,501
Bond proceeds / other debt issues	12,065,402	0	0	0
Miscellaneous	1,630,658	7,567,563	1,573,442	1,799,602
TOTAL	185,546,861	176,824,899	169,824,971	175,863,503

EXPENDITURES AND OTHER FINANCING USES:	2014-15 Actual	2015-16 Actual	2016-17 Budget	2017-18 Approved
Personnel	52,042,333	50,390,431	53,006,197	55,982,596
Supplies	6,939,881	5,948,867	6,605,772	5,996,917
Maintenance	2,224,191	2,048,832	2,307,194	2,718,135
Services	45,381,903	41,887,450	52,421,972	47,665,257
Insurance	10,883,546	11,491,277	11,388,050	12,576,663
Debt Service	18,311,094	20,781,903	16,591,337	16,135,675
Transfers Out	19,793,706	22,710,547	18,201,160	24,009,553
Permanent Capital / Street Maint.	3,218,743	4,160,650	3,279,000	4,279,000
Interlocal / Inter-Agency	9,222,903	9,550,381	9,471,292	9,852,350
Capital Outlay	2,530,119	1,141,777	2,869,097	1,241,000
TOTAL	170,548,419	170,112,115	176,141,071	180,457,146

CITY OF GRAPEVINE, TEXAS
 FY 2017-18 APPROVED OPERATING BUDGET
 SUMMARY OF ALL FUNDS

- Budget At-A-Glance -

EXPENDITURES BY FUND:	2014-15 Actual	2015-16 Actual	2016-17 Budget	2017-18 Approved
General	61,118,370	66,307,602	63,521,031	67,091,044
Convention & Visitors Bureau	17,628,011	18,299,208	20,249,230	20,913,347
Convention & Visitors Bureau Incentives	1,867,575	2,452,482	4,265,983	4,738,706
Stormwater Drainage	1,845,263	1,171,487	1,440,369	1,339,644
Crime Control & Prevention	13,396,626	14,070,170	15,354,370	16,064,760
Lake Parks	1,558,331	1,587,118	2,052,728	2,500,000
4B Transit	11,060,669	15,078,664	20,374,235	13,650,000
Economic Development	2,924,434	3,792,267	3,476,791	3,703,065
Debt Service	29,542,128	17,528,689	14,368,343	14,630,631
Utility Enterprise	21,278,629	22,674,466	24,807,457	29,525,991
Golf Course	2,925,911	3,495,353	2,951,534	3,020,958
Permanent Capital & Street Maintenance	3,218,743	3,654,611	3,279,000	3,279,000
TOTAL	168,364,690	170,112,115	176,141,071	180,457,146

PERSONNEL BY FUND:	2014-15 Actual	2015-16 Actual	2016-17 Budget	2017-18 Approved ⁽¹⁾
General	385.06	387.06	390.63	390.54
Special Revenue	0.60	0.60	0.60	0.60 ⁽²⁾
Convention & Visitors Bureau	81.87	82.54	82.54	83.54
Stormwater Drainage	8.00	8.00	8.00	8.00
Crime Control & Prevention	123.34	123.34	133.58	136.48
Lake Parks	2.69	2.69	3.69	3.69
Economic Development Fund	3.50	3.50	3.50	3.50 ⁽³⁾
Utility Enterprise	51.28	51.28	51.28	51.28
Lake Enterprise (Golf)	26.14	25.14	25.14	25.14
Grapevine Housing Authority	1.00	1.00	1.00	1.00 ⁽⁴⁾
TOTAL	683.48	685.15	699.96	703.77

⁽¹⁾ In full-time equivalents

⁽²⁾ Funding for Municipal Court Bailiff (24 hours per week) is provided by Municipal Court Security Fee Revenues, which were collected prior to 2011, but are not a current revenue stream.

⁽³⁾ The Economic Development Fund was established by City Council on March 18, 2014.

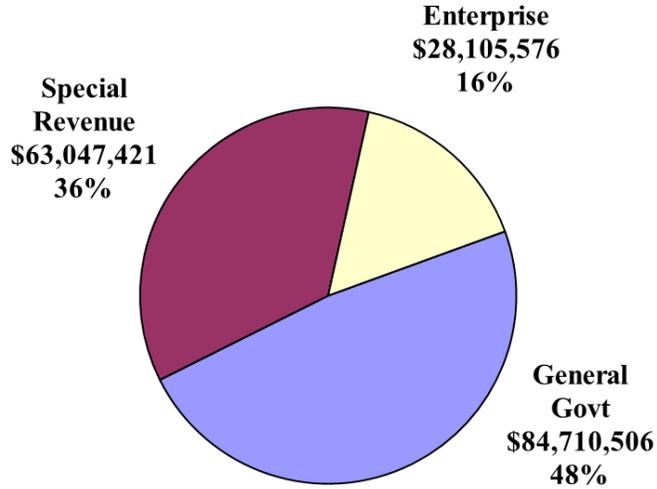
⁽⁴⁾ The Grapevine Housing Authority receives a subsidy from HUD for management and operations.

CITY OF GRAPEVINE, TEXAS
 FY 2017-18 APPROVED OPERATING BUDGET
 SUMMARY TABLE OF ALL FUNDS

	General Government Funds	Special Revenue Funds	Enterprise Funds	Total All Funds
REVENUES AND OTHER FINANCING SOURCES:				
Property Taxes	21,850,871			21,850,871
Sales & Use Taxes	29,000,000	27,300,000		56,300,000
Occupancy Taxes		17,941,857		17,941,857
Licenses, Fees & Permits	8,560,000			8,560,000
Fines and Forfeitures	1,856,815	160,000		2,016,815
Charges for Services	12,741,780	10,865,462	27,517,576	51,124,818
Interlocal / Inter-Agency	97,189			97,189
Interest Income	206,750	355,100	121,000	682,850
Transfers In	9,456,601	6,032,900		15,489,501
Miscellaneous	940,500	392,102	467,000	1,799,602
Total Revenues	84,710,506	63,047,421	28,105,576	175,863,503
EXPENDITURES AND OTHER FINANCING USES:				
Personnel	31,464,766	19,650,309	4,867,521	55,982,596
Supplies	3,204,352	1,659,629	1,132,936	5,996,917
Maintenance	1,142,566	1,019,550	556,019	2,718,135
Services	10,730,447	21,584,233	15,350,577	47,665,257
Insurance	12,576,663			12,576,663
Debt Service	14,630,631		1,505,044	16,135,675
Transfers Out	7,880,250	8,834,951	7,294,352	24,009,553
Interlocal / Inter-Agency		9,852,350		9,852,350
Construction				0
Furnishings / Equipment				0
Permanent Capital / Street Maint.	3,279,000			3,279,000
Capital Outlay	92,000	308,500	1,840,500	2,241,000
Total Expenditures	85,000,675	62,909,522	32,546,949	180,457,146

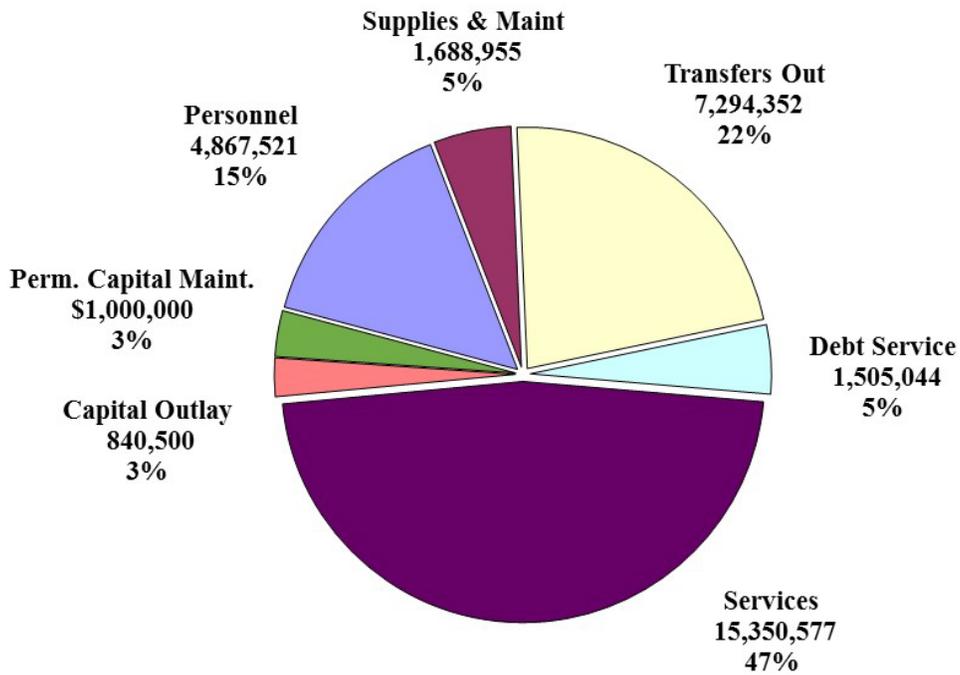
REVENUE FUNDING SOURCES

"Where The Money Comes From"

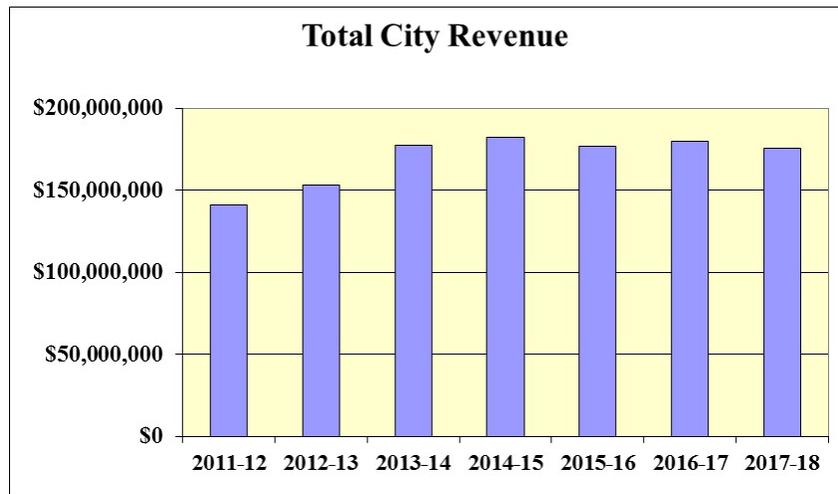


EXPENDITURE FUNDING USES

"Where the Money Goes"



Revenue and Other Financing Sources



Total City revenue (all funding sources) is budgeted at \$175.8 million, an increase of \$6 million (3.6%) from the previous year. General Government revenue is projected to increase by \$3.3 million over the prior year as both sales tax and mixed beverage tax collections are projected to increase. Operating transfers in the Debt Service fund increase by 4.2% (\$113,000) from the

prior year at \$2.7 million. Special Revenue fund segments are projecting revenue increases of \$2.8 million (4.7%) due to projected increases in hotel occupancy tax collections. Enterprise fund revenue is projected to decrease by \$99,000 based on projected lower water and wastewater revenue and rounds of golf played.

Taxes (Ad Valorem, Sales & Use, Mixed Beverage, and Hotel Occupancy) comprise the largest revenue stream at \$96 million (54.6%) and represent an increase of \$700,000 from the prior year. Sales & Use taxes, the largest component, are budgeted at \$56.3 million, of which \$29 million is in the General Government sector and \$27.3 million is in the Special Revenue sector.

Charges for Services are the second largest revenue stream at \$51.1 million (29%) and represent an increase of \$2.3 million (4.7%) from the previous year. General Government charges are projected to increase \$1.9 million (18%) as special revenue and enterprise fund payments for employee health insurance increase by 10% from the previous year. Special Revenue charges are projected to increase \$500,000 (5%) due to a full year of operations at the Vineyards Campground. Enterprise Fund charges are projected to rise by \$97,500 (0.03%) as water and sewer rate increases are offset by a projected decrease in golf course rounds played.

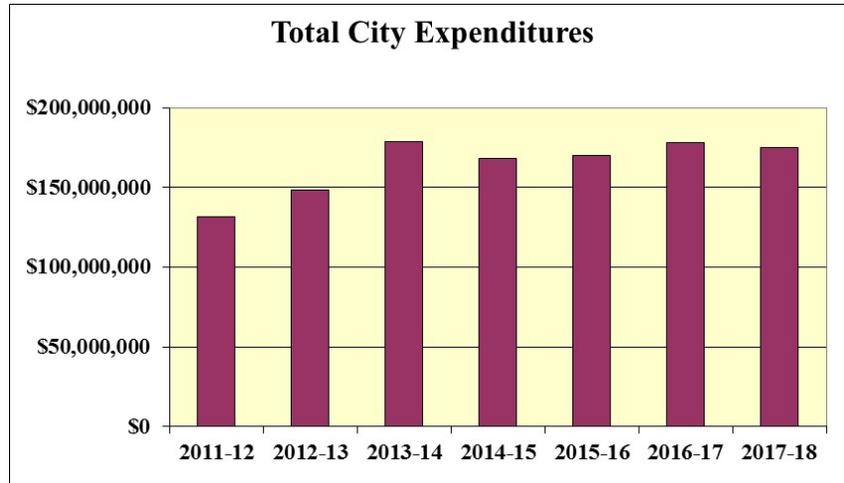
Transfers In are the fifth largest revenue stream at \$15.5 million (9%) and represent an increase of \$1.7 million from the previous year, due to increases in operating transfers to the General fund.

Revenue for each governmental fund type will be discussed in depth in its respective section of this document.

Expenditures and Other Financing Uses

The FY 2018 adopted budget for all funds totals \$175.3 million dollars, and represents decrease of \$768,000 (-0.4%) from the prior year budget. Estimated expenditures for the current year (FY17) total \$178 million and represent an increase of \$8 million (4.7%) from FY16.

Personnel costs are the largest expenditure category, totaling \$56 million (31%), and represent an increase of \$3 million from the previous budget year. Estimated expenditures for FY16 total \$52.8 and represent an increase of \$2 million from FY16. Effective October 1, a 3 percent pay plan adjustment was incorporated into every salary range of every position within the City. In addition,



every full-time and part-time civilian employee will receive up to a 2% merit increase on their anniversary date. Full-time and part-time public safety employees on the step plan will receive up to a 5% step increase on their anniversary date.

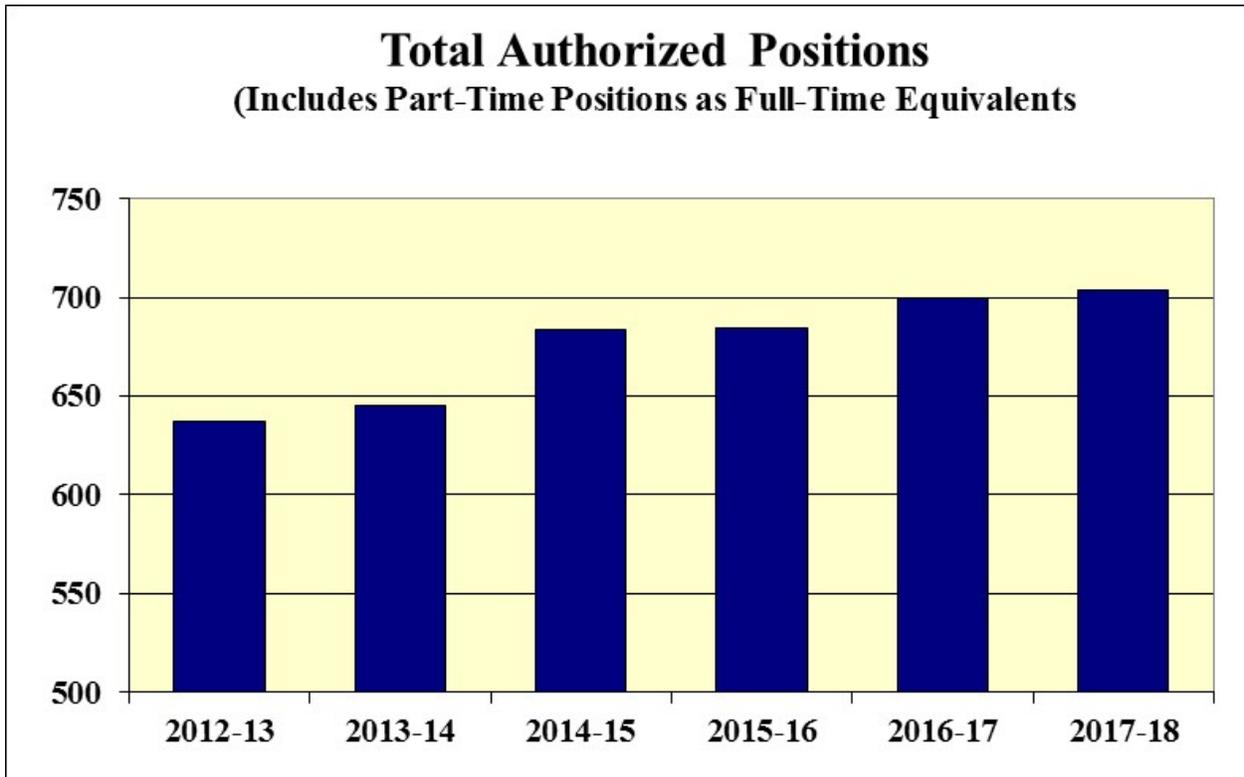
Services are the second largest expenditure category, totaling \$47.6 million (31%), which is a decrease of \$14 million from the previous budget year. The primary contributors are increased utility costs and professional service fees rate related to the reopening and operation of the expanded community activities center. An additional contributor is increased purchase costs imposed by the Trinity River Authority (TRA) for treated water in Enterprise funds.

Operating Transfers Out represent the third largest expenditure category, totaling \$24 million, and represents an increase of \$6 million from the previous budget year. The increase is due to a 10% rise in employee health insurance charges from outside funds to the general fund.

Debt Service is the fourth largest expenditure category, totaling \$16 million, which is 9% of total expenditures. Budgeted expenditures for FY18 decrease by \$400,000 as a result of a restructure and refinancing of existing debt in 2017.

Expenditures for each governmental fund type will be discussed in depth in its respective section of this document.

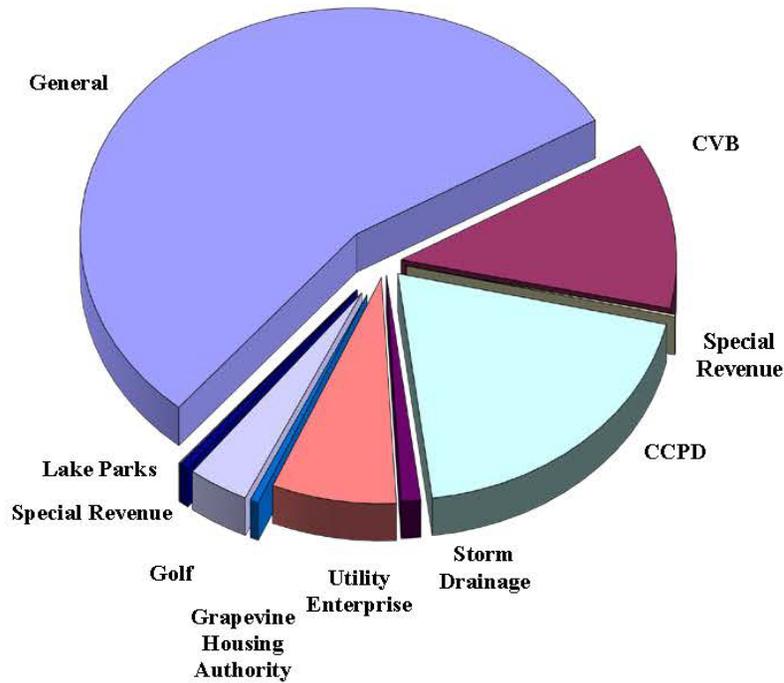
Total Authorized Positions



Total authorized positions, including full- and part-time employees, are calculated in terms of full-time equivalents (FTEs). Total authorized positions citywide are budgeted at 703.77; an increase of 3.8 FTE from the previous year's budgeted total of 699.96. Mid-year personnel changes in FY17 increased the FTE count by 2.8 primarily due to over hires in public safety.

The City Council has approved 1 additional position in the FY18 budget, an additional roundhouse mechanic for the Grapevine Vintage Railroad.

Total Authorized Positions
Citywide by Fund
FY 2017-18 Approved Budget



General Fund	390.54
Convention & Visitors Fund	83.54
Crime Control & Prevention Fund	136.48
Stormwater Drainage Fund	8.00
Utility Enterprise Fund	51.28
Lake Enterprise (Golf) Fund	25.14
Lake Parks Fund	3.69
Economic Development	3.50
Special Revenue	0.60
Grapevine Housing Authority	1.00

TOTAL CITYWIDE AUTHORIZED POSITIONS: 703.76

TOTALS BY CLASSIFICATION

Full-Time	597.00
Part-Time	99.76
Elected Officials	7.00
TOTAL	703.76

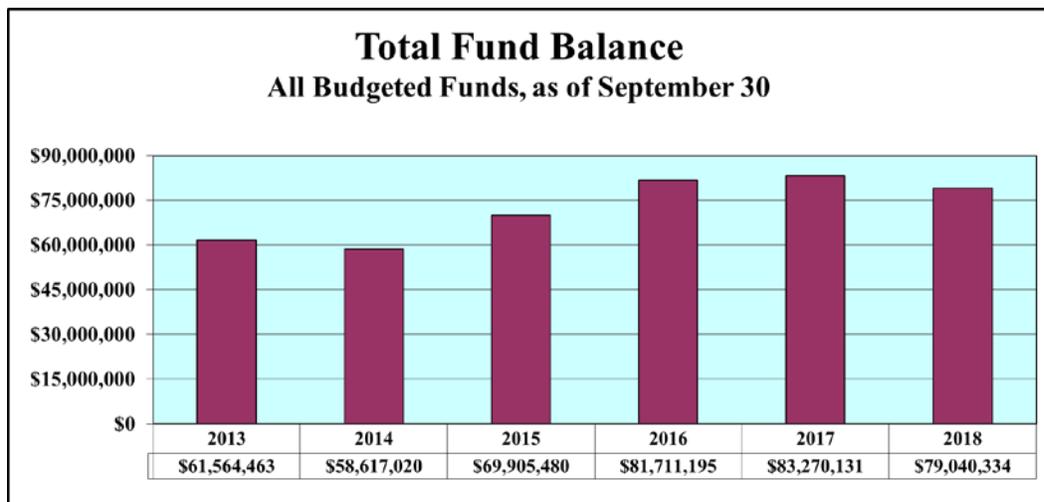
Fund Balances

The total citywide balance of all budgeted funds on October 1 is estimated at \$83.2 million, an increase of \$1.5 million (1.9%) from the previous year's total of \$81.7 million. Increases in the fund balances for the Utility (\$3.3 million), Convention & Visitors (\$2.9 million), and Economic Development (\$2.3 million) funds were offset by decreases in the fund balances of the 4B Transit (-\$3.8 million), Debt Service (-\$2.8 million), and Crime Control & Prevention (-\$1.8 million) funds.

The General fund decreased its fund balance by \$557,000 which represents a decrease of -4.1%. The Debt Service fund decreased its fund balance by \$2.8 million, a decrease of 20%, as excess reserves were used to retire outstanding golf and lake parks debt. The Utility Enterprise fund increased its fund balance by \$3.3 million, an increase of 23%. The Crime Control and Prevention District fund decreased its fund balance by \$1.8 million as sales tax growth was slower than initial projections. The Stormwater Drainage fund's balance increased by \$286,000 (22%).

The Golf and Lake Parks funds continue to carry negative balances as they recover from deficits incurred in previous years. During FY15 and FY16, heavy spring rains led to flooding of the Vineyards Campground, Grapevine Golf Course, Oak Grove Ballfield complex, and all of the lake parks. During FY17, normal operations resumed and both funds reduced their deficits, with the Golf fund recording excess revenue of \$271,000 and the Lake Parks fund recording excess revenue of \$102,000.

The total citywide ending fund balance projected at FY18 year-end is \$79 million, a decrease of \$4.2 million. Increases in the balances of the Debt Service, Convention & Visitors, Stormwater Drainage and Lake Parks funds are projected to be offset by the drawdown of fund balances in the Economic Development and Permanent Capital / Street Maintenance funds. In addition, the Utility Enterprise fund is projected to transfer \$5 million from its operating fund to Water and Sewer Capital Improvements fund.



Note: The totals for years 2013 through 2016 are actual (audited); the total for 2017 is estimated; and the total for year 2018 is projected.

**ESTIMATED FUND BALANCES
FISCAL YEAR 2016-17**

Fund	Actual Beginning Fund Balance 10/1/2016	Estimated Revenues and other Financing Sources 2016-17	Estimated Expenditures and other Financing Uses 2016-17	Estimated Ending Fund Balance 9/30/2017
General	\$13,532,839	\$66,287,750	\$66,844,835	\$12,975,754
Debt Service	\$13,760,386	\$15,005,515	\$17,843,122	\$10,922,779
Convention & Visitors	\$9,744,226	\$22,479,195	\$19,532,128	\$12,691,293
CVB Incentives	\$8,979,950	\$5,045,026	\$3,242,414	\$10,782,562
Stormwater Drainage	\$1,261,208	\$1,434,681	\$1,147,966	\$1,547,923
Crime Control & Prevention	\$1,353,032	\$13,575,073	\$15,394,365	(\$466,261)
4B Transit	\$14,452,028	\$16,364,158	\$20,235,462	\$10,580,724
Economic Development	\$8,742,004	\$6,134,846	\$3,745,982	\$11,130,868
Utility Enterprise	\$13,957,667	\$24,299,533	\$21,006,325	\$17,250,875
Lake Enterprise (Golf)	(\$3,251,040)	\$3,172,189	\$2,900,671	(\$2,979,522)
Lake Parks	(\$2,434,220)	\$2,298,858	\$2,196,158	(\$2,331,519)
Capital / Street Maintenance	\$1,613,115	\$3,475,255	\$3,963,675	\$1,124,695
TOTAL	\$81,711,195	\$179,572,079	\$178,053,102	\$83,230,171

**PROJECTED FUND BALANCES
FISCAL YEAR 2017-18**

Fund	Estimated Beginning Fund Balance 10/1/2017	Budgeted Revenues and other Financing Sources 2017-18	Budgeted Expenditures and other Financing Uses 2017-18	Projected Ending Fund Balance 9/30/2018
General	\$12,975,754	\$67,091,044	\$67,091,044	\$12,975,754
Debt Service	\$10,922,779	\$14,950,462	\$14,630,631	\$11,242,610
Convention & Visitors	\$12,691,293	\$21,019,993	\$20,913,347	\$12,797,940
CVB Incentives	\$10,782,562	\$4,738,706	\$4,738,706	\$10,782,562
Stormwater Drainage	\$1,547,923	\$1,441,462	\$1,339,644	\$1,649,742
Crime Control & Prevention	(\$466,261)	\$16,064,760	\$16,064,760	(\$466,261)
4B Transit	\$10,580,724	\$13,810,000	\$13,650,000	\$10,740,724
Economic Development	\$11,130,868	\$3,472,500	\$3,703,065	\$10,900,303
Utility Enterprise	\$17,250,875	\$25,081,576	\$29,525,991	\$12,806,460
Lake Enterprise (Golf)	(\$2,979,522)	\$3,024,000	\$3,020,958	(\$2,976,480)
Lake Parks	(\$2,331,519)	\$2,500,000	\$2,500,000	(\$1,927,714)
Capital / Street Maintenance	\$1,124,695	\$2,669,000	\$3,279,000	\$514,695
TOTAL	\$83,230,171	\$175,863,504	\$180,457,145	\$79,040,334

Short-term initiatives for the upcoming year

They FY 2017-18 budget reflects the City's response to changes in the environment in which it operates and of the key initiatives that guided its development. These initiatives reflect the choices for the fiscal year and are consistent with the City's long-term policies.

Continue to improve the efficiency and effectiveness of service delivery

Funding is provided for the seventh year of 'Grapevine University', a program which will provide customer service and leadership development training to employees throughout the organization. All employees are required to attend a Business Culture Guiding Values training session in which participants are introduced to the Grapevine method of (1) How We Treat People; (2) How We Lead Our Employees; (3) How We Manage Our Resources; (4) How We Make Decisions; and (5) How We Confront Challenges.

Funding is also provided for the 2018 Next Generation Leadership (NGL) class. Previous classes have implemented capstone projects designed to increase efficiency and effectiveness throughout the organization.

Continue to explore new ways to combat spiraling health care costs

Health insurance costs are estimated at \$12.5 million for FY18, which represents an increase of 14% over the previous year. Retiree claims and premiums are projected to increase by 30%, as more "baby boomers" reach retirement age and leave the workforce.

The FY18 budget continues funding for programs geared toward reducing health care cost by developing proactive approaches for assessment and prevention. Programs include Airrosti, Naturally Slim, FitBits, Weight Watchers at Work, and financial incentives for smoking cessation. Also included is the popular Lunch and Learn series, which covers a wide variety of topics to promote health and wellness.

Continue to use excess reserves to invest in "Quality of Life" capital projects

The City Council has adopted the policy of maintaining a 20% fund balance in the General Fund. All reserves in excess of the 20% threshold are to be transferred to the Quality of Life CIP fund at fiscal year-end. The FY18 budget projects excess reserves of \$3 million to be transferred to the Quality of Life CIP fund at fiscal year-end. To date, the General fund has made contributions in excess of \$41 million to the fund.

Continue to enhance tourism by promoting Grapevine as a "destination"

The City Council approved an ordinance increasing the hotel occupancy tax rate from 6% to the maximum state authorization of 7%. This change took effect October 1, 2014 and allows the Convention and Visitors Bureau more flexibility to compete with other localities for major conventions and events. With the establishment of the CVB Incentives fund, the monies collected by the 1% additional tax will be segregated from other CVB funds and restricted for use to attract new group business and new hotel room development as a part of our Economic Development efforts. The 1% additional hotel occupancy tax is projected to generate \$2.5 million in FY18.

Continue to pursue economic development opportunities to bring new businesses to Grapevine

In December 2013, the City of Grapevine purchased approximately 185 acres of property in the northeast portion of the city. It is the intention of the city to conduct a market/feasibility study and develop a master plan for the property. The city has been successful in marketing the property to developers, most notably to Kubota and Mercedes Benz, which both signed development deals in 2015.

Kubota Tractor Corporation unveiled its new North American Headquarters building in Grapevine on April 12, 2017 with a ribbon cutting ceremony with Governor Greg Abbott, Masatoshi Kimata, President and Representative Director of the Kubota Group, along with State and local officials. The company's move to Texas from Torrance, California, is the most significant change it has undertaken in its successful 45-year history in the U.S. Kubota's new Corporate Office facility was built with sustainability features designed specifically to qualify for the LEED Gold certification.

In May 2017 the City has cleared the way for the award-winning Salt Lick BBQ to join the Grapevine, Texas family. Construction is scheduled to begin in the fall of 2017. Once completed in late 2018, the 10 acre property nestled in its wooded and relaxed location will offer 10,000 square feet of indoor and outdoor dining as well as a specialty wine and beer bar.

In August 2017 the City proudly announced that THE TRADE GROUP® will be relocating their global headquarters to Grapevine, Texas. The company has made the Inc. 5000 list of fastest growing private companies for the past four years and is one of the nation's leading trade show exhibit and event companies. Known for its dedication to design excellence, the company provides trade show exhibit design and fabrication services, state-of-the-art live event planning, event execution and management; general contracting services for events; RFID technology/interactive experiences; as well as immersive corporate and commercial design and production.

THE TRADE GROUP® has serviced some of the world's most prominent clients, such as PepsiCo, Ubisoft, Fidelis Cybersecurity, ONKYO, Deprag, Inc., G6 Hospitality (Motel 6 parent company), Walt Disney, Xbox, Warner Brothers, Community Coffee, Yahoo, Google Nest, RIOT Games/League of Legends, Twitch.tv, and many more. THE TRADE GROUP® also boasts numerous awards for creativity and design.

The FY18 budget includes funding for additional economic development deals.

Continue to emphasize cash financing of vehicles and capital equipment

The FY18 budget continues to utilize cash for vehicle and capital equipment replacements. This strategy has been successful in maintaining the ratio of debt service expenditures to General fund expenditures under 25%. The strategy has also been instrumental in helping staff to identify alternative funding sources, such as unallocated interest earning from previous equipment note debt issues, as well as tapping excess funds allocated for copier replacement.

Maintain a healthy General Fund balance of at least 20% annually

The FY18 ending fund balance is projected to equal 21.9% of expenditures, and exceeds the 20% policy requirement by \$1.3 million.

Debt Management

The Debt Service Fund is used for the accumulation of resources for and the payment of general long-term debt principal, interest and related costs on general obligation bonds and public property finance contractual obligations issued by the City. Revenues are generated by the collection of property taxes dedicated to interest and sinking fund requirements (I&S), interest income, and transfers from the Convention and Visitors, Stormwater Drainage, Utility Enterprise and Lake Enterprise funds.

Over the past decade, the City of Grapevine has issued long-term general obligation (GO) debt of \$124 million to finance capital improvements, the annual street overlay program, to purchase land, and to refinance existing debt at lower interest rates. The issues are primarily the result of a negotiated sale and are issued in denominations of \$5,000 each. Interest is paid semi-annually on February 15 and August 15.

Outstanding GO Bond Debt Issues	Original Issue Amount	Date Issued	Use of Proceeds
GO Ref Bonds Series 2009	\$24,280,000	05/21/09	Refunding
GO Ref Bonds Series 2010	\$10,475,000	06/15/10	Refunding, 39% Water & Sewer
GO Ref Bonds Series 2012	\$8,060,000	12/01/12	Refunding, 13.5% Lake Pks, 3.1% CVB
GO Bonds Series 2013	\$65,805,000	06/15/13	Public Safety Bldg; Recreation Center
GO Ref Bonds Series 2015	\$14,695,000	02/01/15	Refunding
GO Ref Bonds Series 2017	\$1,365,000	01/15/17	Refunding

The Grapevine 4B Economic Development Corporation issued \$19.5 million in Sales Tax Revenue Bonds in January 2014. Proceeds from the sale of Bonds were used to acquire land within the city for economic development. The bonds are secured by the gross proceeds of ¼ of the ½ cent sales and use tax levied within the City of Grapevine for the benefit of the Corporation.

Moody's Investors Service issued an initial rating of A1 which reflects the broad nature of the sales tax pledge, strong and stable economy, and adequate legal provisions for the Bonds. The rating also incorporates average debt service coverage and a generally improving revenue trend with few historic declines.

Outstanding Revenue Bond Issues	Original Issue Amount	Date Issued	Use of Proceeds
Sales Tax Revenue Bonds Series 2014	\$19,500,000	01/15/14	Land acquisition

During the same period, the City has also issued certificates of obligation (CO) debt of \$37 million to finance vehicle and capital equipment replacements, computers, golf carts, land acquisitions, construction of the Palace Arts Center, construction of the CVB Headquarters & Museum Complex, improvements at the Vineyards Campground, and for the purchase of mobile electronic hand-held ticket writers. The debt has been issued through both negotiated and competitive sales. The notes are issued in denominations of \$5,000 each. Interest is paid semi-annually on February 15 and August 15.

Outstanding CO Debt Issues	Original Issue Amount	Date Issued	Use of Proceeds
Comb Tax & Rev CO Series 2009	\$8,995,000	05/01/09	Vehicles, CVB Expansion
Comb Tax & Rev CO Series 2009A	\$2,005,000	12/01/09	Mobile electronic citation system, Vineyards Campground improvements
Comb Tax & Rev CO Series 2010	\$500,000	11/02/10	Lake Parks improvements at the Vineyards Campground
Public Property Finance Contractual Obligation Series 2012	\$1,225,000	12/01/12	Fire apparatus
Comb Tax & Rev CO Series 2015	\$11,720,000	02/01/15	Public improvements. Water & Sewer 82.94%
Public Property Finance Contractual Obligation Series 2015	\$3,070,000	02/01/15	Vehicles and Equipment
Comb Tax & Rev CO Series 2017	\$9,535,000	01/15/17	IT equipment, land acquisition for fire station relocations

The City has also issued tax notes, which are generally short-term debt instruments, in the amount of \$4.9 million for upgrades to the police/fire radio system, fire apparatus, police vehicles and golf equipment.

Outstanding Tax Note Debt Issues	Original Issue Amount	Date Issued	Use of Proceeds
Tax Notes Series 2013	\$3,965,000	06/15/13	Police/Fire radio system, fire apparatus, police vehicles, golf equipment
Tax Notes Series 2017	\$970,000	10/17/17	Vehicles

Tax notes, GO bonds and COs all represent tax-supported debt, also called governmental debt. Although the CO issues are a combination of tax and revenue supported debt, in the event of a revenue shortfall the City has pledged its taxing authority as surety.

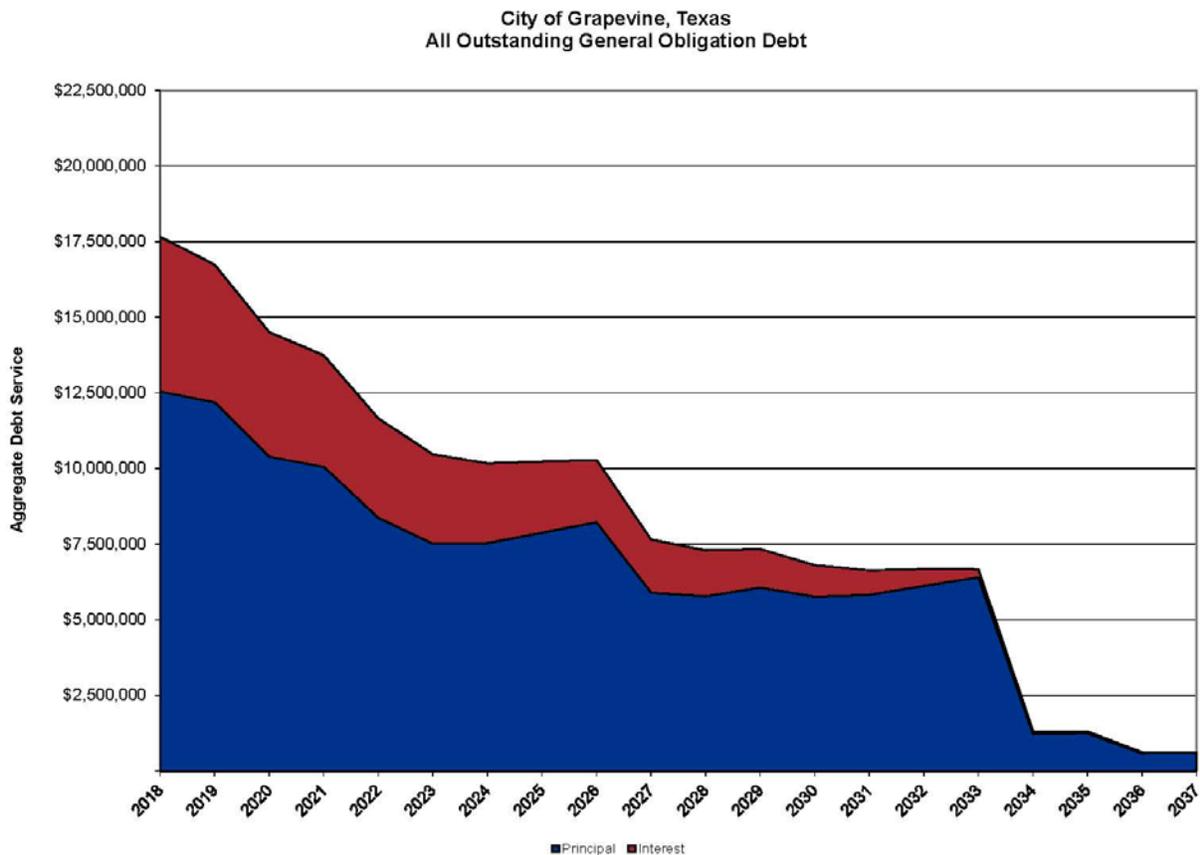
Overall, current outstanding governmental debt is \$195 million, (including TIF) of which \$147.5 million is the principal balance. Repayment of this debt is scheduled over a twenty (20) year period and is payable from a general property tax levy.

Rating Agency Reports

Moody’s Investors Service has issued a rating of **Aa2** for Grapevine’s GO debt. The credit position for Grapevine is very good, and its Aa2 rating is slightly stronger than the median rating of Aa3 for US cities. The notable credit factors include a robust financial position, strong wealth and income levels and an ample tax base. The credit position also reflects a manageable debt burden and a moderate pension liability.

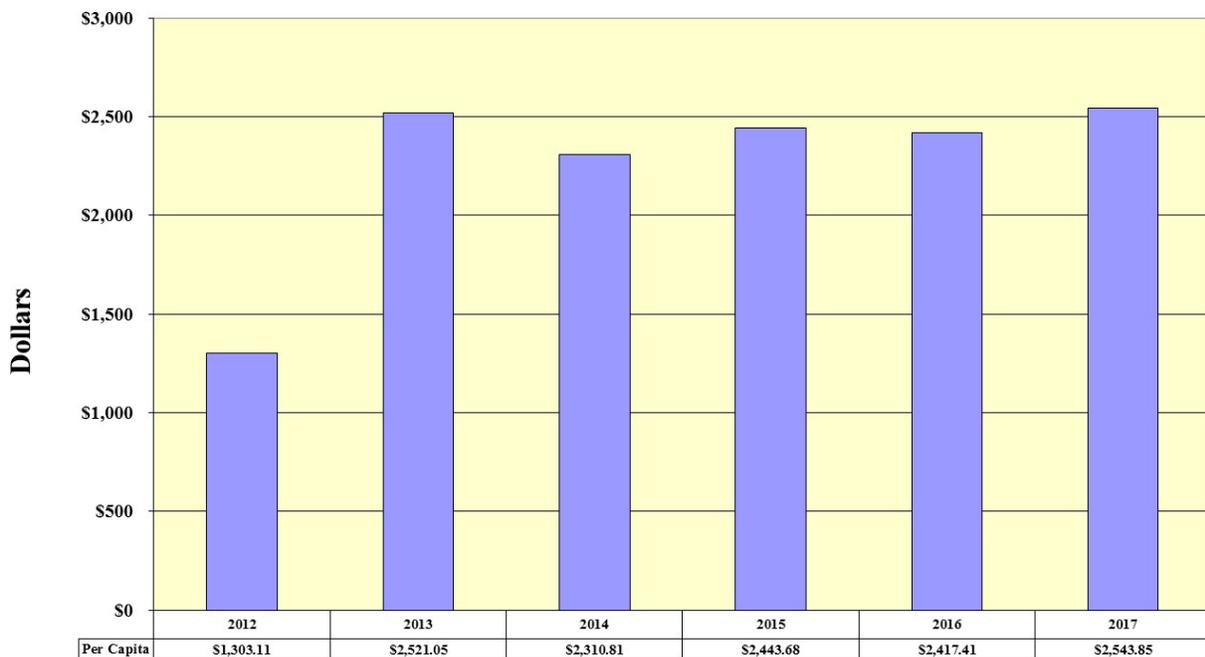
S&P Global Ratings has assigned its ‘**AA+**’ long term rating for Grapevine’s GO debt. The rating reflects favorably on the City’s:

- Very strong economy, with access to a broad and diverse metropolitan statistical area
- Strong management, with good financial policies and practices
- Strong budgetary performance, with operating surpluses in the general fund and at the total governmental fund level
- Very strong budgetary flexibility
- Very strong liquidity



The Government Finance Officers Association (GFOA) recommends the use of outstanding debt indicators to accurately capture the unfunded obligation to be repaid from general revenues. The City's net direct debt per capita is the amount of governmental debt outstanding for each citizen of Grapevine. This allows for a valid comparison among cities of different sizes. Direct debt includes all long-term obligations directly supported by general revenues and taxes. It does not include interest expenses. Grapevine's net debt per capita is calculated at \$2,543.85 (based on an estimated population of 51,112) and represents an increase of \$126.44 (5.2%) from the previous year's calculation of \$2,417.41. A table of previous years' net direct debt per capita is shown below.

Net Direct Debt Per Capita
General Debt Outstanding Principal Only



Population and net direct debt amounts for the periods listed below are as follows:

Year	Net Direct Debt	Population
2007	\$92,535,000	46,800
2008	\$79,538,716	46,900
2009	\$77,725,000	47,000
2010	\$75,596,365	47,045
2011	\$68,589,652	47,101
2012	\$62,359,082	47,854
2013	\$122,903,477	48,751
2014	\$114,209,419	49,424
2015	\$121,695,094	49,800
2016	\$120,549,111	49,867
2017	\$130,046,837	51,112

The assessed value of all taxable property is an important measure of the capacity of the tax base to support present and future revenue needs, particularly in terms of debt obligations. The ratio of net direct debt as a percentage of net taxable value is relevant for local governments that depend on property taxes as the primary source of debt service revenues. The City's FY17 ratio of net direct debt as a percentage of assessed value is 1.66%.

Year	Net Direct Debt	Net Taxable Value	Ratio
2004	\$94,245,000	\$4,894,958,382	1.96%
2005	\$94,965,000	\$5,243,478,637	1.81%
2006	\$94,531,601	\$5,230,966,070	1.81%
2007	\$92,535,000	\$5,815,838,701	1.59%
2008	\$79,538,716	\$5,954,088,371	1.33%
2009	\$77,725,000	\$5,829,604,089	1.33%
2010	\$75,596,365	\$5,864,643,146	1.29%
2011	\$68,589,652	\$5,912,257,208	1.16%
2012	\$62,359,082	\$6,082,785,223	1.02%
2013	\$122,903,477	\$6,246,787,751	1.96%
2014	\$114,209,419	\$6,593,129,832	1.73%
2015	\$121,695,094	\$6,303,722,379	1.93%
2016	\$120,549,111	\$7,274,810,676	1.66%
2017	\$130,046,837	\$8,037,334,886	1.62%

Debt Policy

The City's policy is to use bond proceeds for capital expenditures only. Such revenues are never to be used to fund normal City operations. The City Council has also set a goal of capping net general debt service at 25% of the General Fund budget.

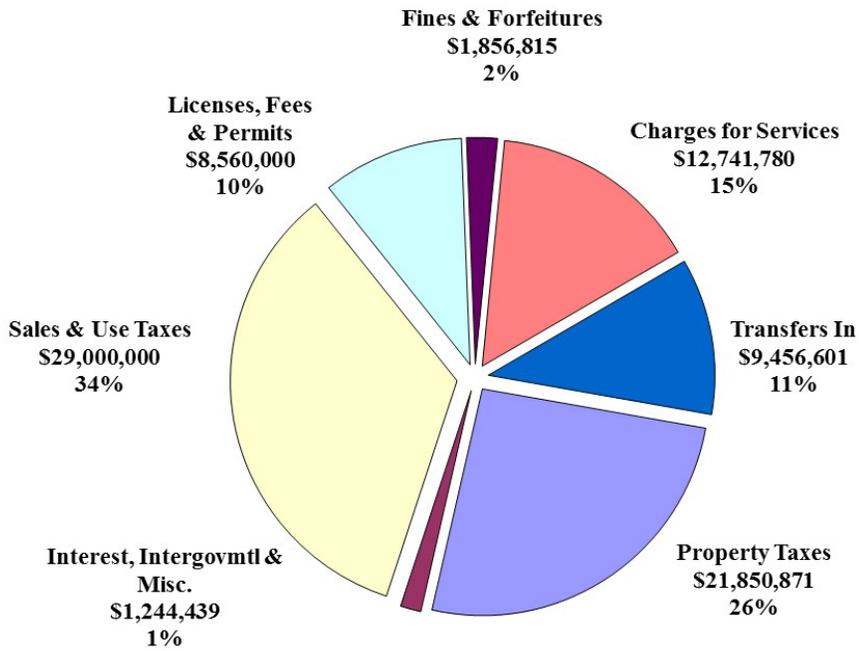
Net General Debt Service as Percentage of General Fund Expenditures	FY14 Actual	FY15 Actual	FY16 Actual	FY17 Estimate	FY18 Approved
General Debt Service	13,690,104	29,542,128	17,528,689	14,368,343	14,630,631
Less: Transfer Funding	(2,705,916)	(18,011,227)	(2,677,080)	(2,674,475)	(2,787,924)
Net General Debt Service	10,984,188	11,530,901	14,851,609	11,693,868	11,842,707
General Fund Expenditures	58,913,295	61,008,594	66,307,602	66,844,835	67,091,044
Percentage of General Fund Expenditures	19%	19%	22%	17%	18%

CITY OF GRAPEVINE, TEXAS
 FY 2017-18 APPROVED OPERATING BUDGET
 SUMMARY TABLE OF ALL FUNDS

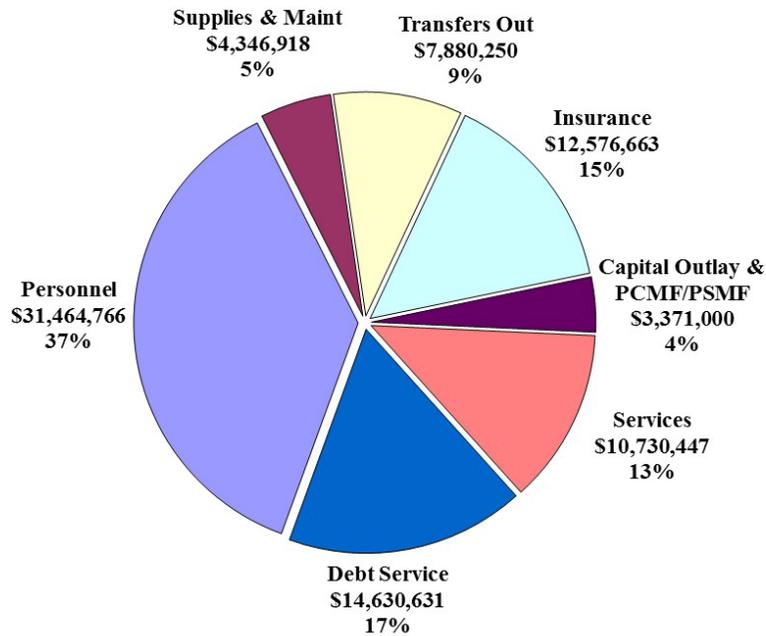
-- GENERAL GOVERNMENT FUNDS --

	General Fund	Debt Service Fund	Capital / Street Maintenance Fund	Total All Funds
REVENUES AND OTHER FINANCING SOURCES:				
Property Taxes	9,793,333	12,057,538		21,850,871
Sales & Use Taxes	29,000,000			29,000,000
Licenses, Fees & Permits	8,560,000			8,560,000
Fines and Forfeitures	1,856,815			1,856,815
Charges for Services	12,741,780			12,741,780
Intergovernmental / Inter-Agency	97,189			97,189
Interest Income	77,750	105,000	24,000	206,750
Transfers In	4,023,677	2,787,924	2,645,000	9,456,601
Miscellaneous	940,500			940,500
Total Revenues	67,091,044	14,950,462	2,669,000	84,710,506
EXPENDITURES AND OTHER FINANCING USES:				
Personnel	31,464,766			31,464,766
Supplies	3,204,352			3,204,352
Maintenance	1,142,566			1,142,566
Services	10,730,447			10,730,447
Insurance	12,576,663			12,576,663
Debt Service		14,630,631		14,630,631
Transfers Out	7,880,250			7,880,250
Permanent Capital / Street Maint.			3,279,000	3,279,000
Capital Outlay	92,000			92,000
Total Expenditures	67,091,044	14,630,631	3,279,000	85,000,675
NET CHANGE IN FUND BALANCE	(0)	319,831	(610,000)	(290,169)
BEGINNING FUND BALANCE	12,975,754	10,922,779	1,124,695	25,023,228
ENDING FUND BALANCE	12,975,754	11,242,610	514,695	24,733,059

REVENUE FUNDING SOURCES
"Where The Money Comes From"



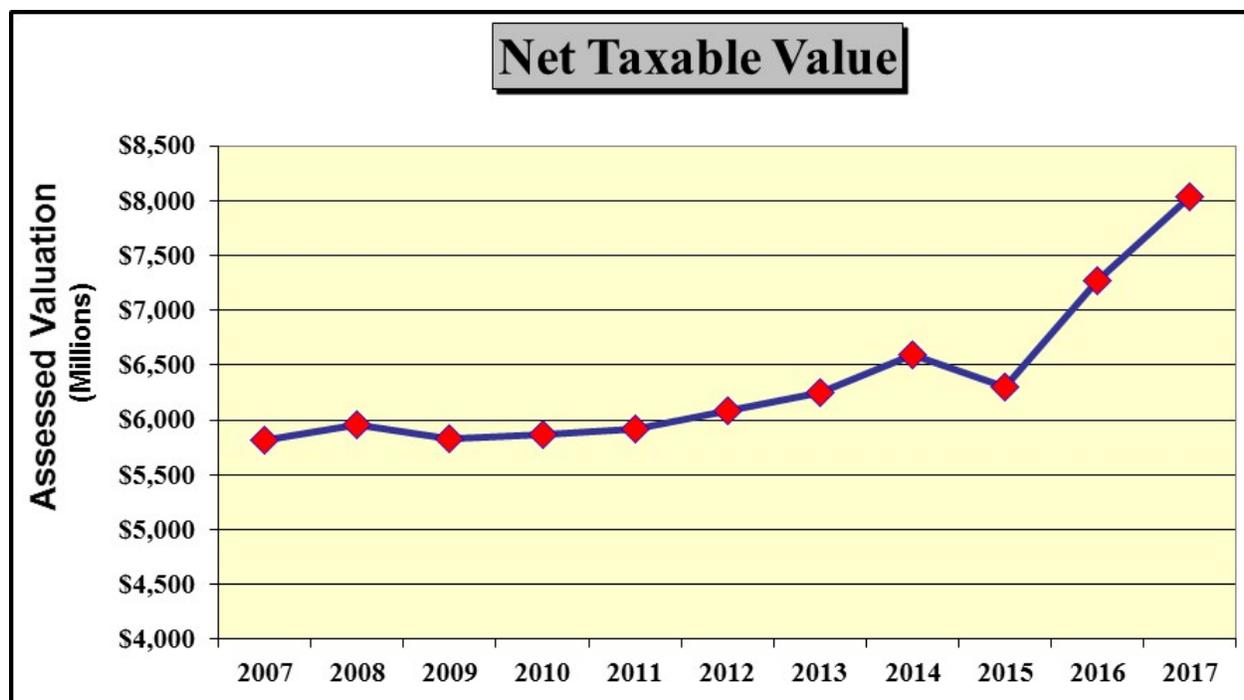
EXPENDITURE FUNDING USES
"Where the Money Goes"



Revenue and Other Financing Sources

General Government revenue is budgeted at \$84.7 million, an increase of \$3.3 million (4.1%) from the previous year. The increase in budgeted revenue is primarily in charges for services, as employee health insurance charges to outside funds are budgeted at a 10% increase from the prior year.

Ad Valorem Taxes, or property taxes, are levied each October 1 on the assessed value listed as of the prior January 1 for all real and personal property located within the City. Assessed values represent the appraised value less applicable exemptions authorized by the City Council. Appraised values are established by the Tarrant Appraisal District (TAD) at 100% of estimated market value. Taxes are due October 1, immediately following the January 1 lien date, and are delinquent after the following January 13. Delinquent taxes are subject to a 15% penalty and 6% interest according to Texas state law.



The certified net taxable value (NTV), which includes a projected minimum value for all properties pending disposition before the Appraisal Review Board, totals \$8,037,334,886 and is reflective of all taxable property in the City as of January 1, 2017. This represents an increase of \$762 million, or (10.5%) from the 2016 tax roll.

There are two components of the tax rate. The first component is for maintenance and operations (M&O) while the second component relates to debt service interest and sinking fund (I&S) requirements. Ad Valorem taxes for M&O are collected through the General fund. The City has adopted a tax rate of \$0.13474 for the General Fund, meaning 46.6% percent of tax collections fund maintenance and operations. In comparison, last year's M&O rate of \$0.126479 represented 43.7% of tax collections. The total tax levy for FY18 is budgeted at \$21.8 million. Ad Valorem taxes represent 26% of General Government revenues.

Ad Valorem Tax Rates



Ad Valorem tax collections totaled \$20.4 million in FY17, a decrease of 2.5% from the previous year. Actual collections exceeded the budgeted estimate by \$1.5 million.

AD VALOREM TAXES	<u>FY-2012</u>	<u>FY-2013</u>	<u>FY-2014</u>	<u>FY-2015</u>	<u>FY-2016</u>	<u>FY-2017</u>
Collections	\$19,703,095	\$19,881,840	\$20,233,954	\$20,399,415	\$20,957,809	\$20,424,433
Gain / (Loss)	\$19,293	\$178,745	\$352,114	\$165,461	\$558,394	(\$533,376)
% Change	0.1%	0.9%	1.8%	0.8%	2.7%	-2.5%

Sales & Use Taxes are the largest General Government revenue stream, at 34%. This category contains both sales and mixed beverage taxes. Sales tax receipts are the result of a tax levy on the sale of goods and services within the City as authorized by the state of Texas. The maximum sales tax allowed in the City of Grapevine is one cent per dollar on all goods and services deemed taxable. Alcoholic beverage taxes are the result of mixed beverage and private club registrants remitting a 14% mixed beverage gross receipts tax to the state. The state then remits 8.3065% of those taxes to the City. Combined sales and use taxes represent 43% of total general fund revenues, down from 48% the previous year.

SALES TAX	<u>FY-2012</u>	<u>FY-2013</u>	<u>FY-2014</u>	<u>FY-2015</u>	<u>FY-2016</u>	<u>FY-2017</u>
Collections	\$23,750,003	\$24,596,040	\$26,203,141	\$27,306,949	\$28,314,649	\$26,980,350
Gain / (Loss)	\$548,250	\$846,037	\$1,607,101	\$1,103,808	\$1,007,700	(\$1,334,299)
% Change	2%	4%	7%	4%	4%	-5%

General government sales tax receipts for FY 2018 are budgeted at \$27.3 million, a decrease of \$500,000 (-1.8%) from the previous year. Annual collections in FY16 increased 4%, but collections in FY17 fell by 5%, following a trend across the region. Although local development activities could signal rebound, the City has decided to budget conservatively. Recent reports indicate that consumer confidence is on the rise, and the local unemployment rate has stabilized. However, falling oil and natural gas prices could lead to a slowing of the Texas economy in the coming months.

MIXED BEVERAGE TAX	<u>FY-2012</u>	<u>FY-2013</u>	<u>FY-2014</u>	<u>FY-2015</u>	<u>FY-2016</u>	<u>FY-2017</u>
Collections	\$1,051,264	\$1,158,625	\$1,566,664	\$1,647,776	\$1,710,043	\$1,733,258
Gain / (Loss)	-\$171,503	\$107,361	\$408,039	\$81,112	\$62,267	\$23,216
% Change	-14.0%	10.2%	35.2%	5.2%	3.8%	1.4%

Mixed beverage taxes are budgeted at \$1.7 million for FY18, which represents no change from the previous year's budget. Actual collections for FY17 were up \$23,216 (1.4%) from the previous year, as the state legislature has restored the percentage collected by municipalities back to 10.7143% from 8.3065%.

Franchise fees represent those revenues collected from utilities operating within the City that use the City's rights-of way to conduct their business. The City Council has authorized a 4% fee for the electric utility, 4% for the natural gas utility, 5% for the cable TV utility and a 2% of gross receipts fee for refuse collection. A flat rate is charged to both telephone operators [adjusted annually] based on the number of access lines. The City anticipates franchise fee collections of \$6.7 million, up \$100,000 from the previous year. Actual FY17 collections were \$6.4 million and represent a 4% decrease from the previous year.

FRANCHISE FEE COLLECTIONS	<u>FY-2012</u>	<u>FY-2013</u>	<u>FY-2014</u>	<u>FY-2015</u>	<u>FY-2016</u>	<u>FY-2017</u>
Electric	3,750,373	3,714,686	3,645,524	3,702,232	3,647,708	3,543,123
Telephone	475,044	652,546	665,929	694,080	715,703	639,685
Natural Gas	444,993	634,098	820,953	690,654	540,056	654,037
Cable Television	610,732	868,612	912,059	945,245	900,671	602,770
Refuse Collection	825,189	748,391	740,685	792,271	857,387	962,542
Collections	\$6,106,331	\$6,618,333	\$6,785,150	\$6,824,481	\$6,661,525	\$6,402,157
Gain / (Loss)	(\$294,973)	\$512,001	\$166,818	\$39,331	(\$162,956)	(\$259,368)
% Change	-5%	8%	3%	1%	-2%	-4%

License and permit revenue includes fees charged by the City for certain types of operator licenses and permits for construction and other items regulated by City ordinances. Total revenue from licenses and permits is budgeted at \$1.8 million, an increase of 25% from the previous year's budget as development activity is expected to increase with new mixed use developments coming online. Total license & permit revenue in FY17 increased \$140,749 (8%) from FY16.

LICENSES & PERMITS	<u>FY-2012</u>	<u>FY-2013</u>	<u>FY-2014</u>	<u>FY-2015</u>	<u>FY-2016</u>	<u>FY-2017</u>
Collections	\$1,532,750	\$1,267,206	\$1,369,760	\$1,562,406	\$1,769,496	\$1,910,245
Gain / (Loss)	\$487,575	(\$265,544)	\$102,554	\$192,646	\$207,090	\$140,749
% Change	47%	-17%	8%	14%	13%	8%

Charges for services consist of revenue earned by the City in exchange for specific types of services provided. Examples of services include ambulance service, mowing charges, engineering inspection fees and parks and recreation fees. Revenues for FY18 are budgeted at \$12.7 million and reflect an increase of \$1.9 million (18% from the previous year).

Charges for fleet maintenance, insurance and technology equipment are assessed to non-General fund departments as a cost of service provided. The Utility Enterprise, Convention & Visitors, Lake Enterprise, Stormwater Drainage, Crime Control & Prevention, and Lake Parks funds are charged for regular maintenance and repair of vehicles and heavy machinery. These outside funds are also charged for employee health insurance coverage, property and casualty premiums and costs associated with the acquisition, maintenance and replacement of computers and other technology-related equipment. The sum total of these charges is \$6.3 million, up \$1 million from FY17. Total charges for services in FY17 were \$11.8 million and represent a 14% increase from the prior year.

CHARGES FOR SERVICES	<u>FY-2012</u>	<u>FY-2013</u>	<u>FY-2014</u>	<u>FY-2015</u>	<u>FY-2016</u>	<u>FY-2017</u>
Collections	\$8,373,313	\$8,986,686	\$8,577,552	\$9,719,328	\$10,376,446	\$11,789,861
Gain / (Loss)	\$664,244	\$613,373	(\$409,134)	\$1,141,776	\$657,118	\$1,413,415
% Change	9%	7%	-5%	13%	7%	14%

Fines and forfeitures represent revenue generated from the municipal court and other punitive actions. Revenue in this category is budgeted at \$1.85 million, a decrease of \$67,000 (-3.5%) from the previous year's budget. Actual collections in FY17 total \$1.79 million and represent a 1% increase from the previous year.

FINES AND FORFEITURES	<u>FY-2012</u>	<u>FY-2013</u>	<u>FY-2014</u>	<u>FY-2015</u>	<u>FY-2016</u>	<u>FY-2017</u>
Collections	\$1,817,775	\$2,022,984	\$2,208,771	\$1,910,877	\$1,779,275	\$1,789,779
Gain / (Loss)	\$105,315	\$205,209	\$185,787	(\$297,894)	(\$131,602)	\$10,504
% Change	6%	11%	9%	-13%	-7%	1%

Intergovernmental revenue consists of funds earned by the City in exchange for services provided to other local, state, federal and quasi-governmental agencies. Examples of revenue sources include school resource officers at Grapevine-Colleyville ISD facilities and reimbursements from adjacent cities for firefighter mutual aid services. Intergovernmental revenue is budgeted at \$97,189 and represents a 3% increase from the previous year.

Interest Income is budgeted at \$206,750 and represents an increase of \$140,000 from the prior year's budget. As interest rates continue to remain flat, the investment pools become more attractive, especially due to their liquidity. Interest income in FY17 totaled \$282,000 and represented an increase of \$111,000 (65%) from FY16.

Miscellaneous revenue includes sales of salvage and fixed assets, insurance reimbursements and income from tower and ground communications leases. Income from subrogation of insurance claims is budgeted at \$130,000 and reflects an increase of \$5,000 from the previous year. Income from tower/ground communications leases is budgeted at \$240,000 and reflects an increase of \$35,000 from the previous year. Total miscellaneous revenue is budgeted at \$940,500 for FY18.

Transfers In represents those revenues that are transferred from one fund to another as a payment in lieu of Ad Valorem taxation, gross receipts charges, and indirect operating costs. Administrative fees paid to the General fund from the Utility, Convention & Visitors, Lake Enterprise, 4B, Lake Parks and Stormwater Drainage funds total \$4 million, an increase of 14% from the previous year. Transfers to the Debt Service fund for principal and interest payments on debt issued to finance capital improvements of non-General Government funds total \$2.6 million, virtually unchanged from the previous year. Total General Government transfers in FY18 equal \$9.4 million and represent 11% of revenues.

OPERATING TRANSFERS IN	<u>FY-2012</u>	<u>FY-2013</u>	<u>FY-2014</u>	<u>FY-2015</u>	<u>FY-2016</u>	<u>FY-2017</u>
Utility Enterprise	1,444,541	1,271,724	1,595,766	1,587,535	1,650,769	3,826,307
Convention & Visitors	2,990,393	3,051,564	3,186,852	3,282,348	2,547,613	2,959,608
Lake Enterprise (Golf)	232,120	198,896	110,340	75,709	98,831	108,147
Stormwater Drainage	218,088	205,656	423,444	423,158	106,775	257,127
General (Cap. Maint)	2,571,500	2,809,000	2,809,000	3,279,000	3,279,001	3,279,002
Lake Parks	336,566	327,651	491,497	405,759	72,951	144,381
4B Transit	264,575	272,548	283,450	-	-	-
Economic Development	-	-	-	1,893,234	1,910,433	1,899,842
Court Technology	22,446	22,722	22,723	-	-	-
Collections	\$8,080,228	\$8,159,761	\$8,923,072	\$10,946,744	\$9,666,372	\$12,474,414
Gain / (Loss)	\$1,097,351	\$79,532	\$763,311	\$2,023,672	(\$1,280,371)	\$2,808,042
% Change	15.7%	1.0%	9.4%	22.7%	-11.7%	29.0%

Total income from General Government transfers in FY17 was \$12.4 million and represents an increase of \$2.8 million (29%) from the previous year.

Expenditures and Other Financing Uses

The FY18 adopted budget for General Government funds totals \$85 million dollars, an increase of \$3.8 million (5%) from the prior year. General Government net operating expenditures (excluding transfers) are budgeted at \$77 million and represent a 5% increase from the previous year.

Personnel costs represent the single largest expenditure category, accounting for 37% of all General Government expenditures. Budgeted at \$31.4 million, personnel expenditures are up \$1.7 million (6%) from the prior year's budget.

PERSONNEL COSTS	<u>FY-2012</u>	<u>FY-2013</u>	<u>FY-2014</u>	<u>FY-2015</u>	<u>FY-2016</u>	<u>FY-2017</u>
Expenditures	\$24,877,196	\$25,529,272	\$26,375,937	\$27,376,972	\$28,618,205	\$30,025,196
Increase / (Decrease)	\$443,876	\$652,076	\$846,665	\$1,001,035	\$1,241,233	\$1,406,991
% Change	1.82%	2.62%	3.32%	3.80%	4.53%	4.92%

Actual expenditures in FY17 were \$30 million and represent an increase of \$1.4 million from the previous year. Total authorized positions for FY18 are 390.54 FTE, and remain virtually from the previous year.

AUTHORIZED POSITIONS GENERAL FUND	<u>FY-2012</u>	<u>FY-2013</u>	<u>FY-2014</u>	<u>FY-2015</u>	<u>FY-2016</u>	<u>FY-2017</u>
Full-Time Equivalents (FTEs)	345.58	345.21	351.25	386.01	387.51	390.63
Increase / (Decrease)	(1.27)	(0.37)	6.04	34.76	1.50	3.12
% Change	-0.37%	-0.11%	1.75%	9.90%	0.39%	0.81%

Supplies and Maintenance are budgeted at \$4.3 million, an increase of \$6,410 from the previous year's budget. Motor vehicle supplies (including gasoline) are budgeted at \$318,500 and represent a decrease of \$50,000 from the FY17 budget. Operating supplies are budgeted at an increase of \$4,300 (5%) from the previous year. Expenditures for postage are budgeted to decrease by \$22,000. The City continues to utilize purchasing cooperative agreements with other municipalities and governmental agencies to secure the highest quality supplies at the lowest possible cost. FY17 expenditures totaled \$3.5 million and represented a 13% increase from the previous year. Maintenance costs are composed of \$1.04 million of general maintenance in the General fund. Supplies and maintenance represent 5% of total General Government expenditures.

SUPPLIES GENERAL FUND	<u>FY-2012</u>	<u>FY-2013</u>	<u>FY-2014</u>	<u>FY-2015</u>	<u>FY-2016</u>	<u>FY-2017</u>
Expenditures	\$2,452,688	\$2,609,645	\$2,776,027	\$3,173,969	\$3,153,339	\$3,574,901
Increase / (Decrease)	\$152,588	\$156,957	\$166,382	\$397,942	(\$20,630)	\$421,562
% Change	6.6%	6.4%	6.4%	14.3%	-0.6%	13.4%

Services are budgeted at \$10.7 million and represent a \$214,000 increase from the FY17 budget. Professional services, defined as services that by their nature can be performed by persons or firms with specialized skills and knowledge who are non-City employees, represents the largest segment of the category, at \$4.3 million for FY18. Utility costs (electricity/gas/water/telephone) represent the second-largest segment at \$2.7 million, and represent an increase of \$70,000 over the previous year. Actual expenditures in FY17 are estimated to total \$12.2 million, and represent an increase of 7.6% over FY17. Expenditures for services account for 13% of General Government expenditures.

SERVICES	<u>FY-2012</u>	<u>FY-2013</u>	<u>FY-2014</u>	<u>FY-2015</u>	<u>FY-2016</u>	<u>FY-2017</u>
GENERAL FUND						
Expenditures	\$8,095,355	\$8,872,413	\$9,567,829	\$1,003,364	\$11,400,024	\$12,270,337
Increase / (Decrease)	\$275,289	\$777,058	\$695,416	(\$8,564,465)	\$10,396,660	\$870,313
% Change	3.5%	9.6%	7.8%	-89.5%	1036.2%	7.6%

Insurance Costs, which include property, casualty and health insurance, are budgeted at \$12.5 million, and represent an increase of \$1.2 million from the FY17 budget. Property and casualty (P&C) expenditures are budgeted at \$1.8 million, an increase of \$200,000 (13%) from the prior year. The increase is due to the newly Public Service Building which opened in August 2017. Actual P&C expenditures in FY17 are estimated at \$1.6 million and represent an increase of \$302,000 (22%) from the prior year.

Health insurance costs, which include medical, dental, vision, and life coverage, is budgeted at \$10.7 million and represent an increase of \$975,000 (10%) from the FY17 budget. Actual costs for FY17 are estimated at \$10.6 million, and represents an increase of \$510,000 (5%) from the previous year. Risk Management continues to actively monitor trends and patterns in healthcare in an attempt to improve plan offerings to employees and to lower costs.

HEALTH INSURANCE	<u>FY-2012</u>	<u>FY-2013</u>	<u>FY-2014</u>	<u>FY-2015</u>	<u>FY-2016</u>	<u>FY-2017</u>
GENERAL FUND						
Expenditures	\$7,052,573	\$7,248,481	\$8,063,163	\$9,424,122	\$10,170,245	\$10,680,473
Increase / (Decrease)	(\$1,692,479)	\$195,908	\$814,682	\$1,360,959	\$746,123	\$510,228
% Change	-19.4%	2.8%	11.2%	16.9%	7.9%	5.0%

Operating Transfers Out are budgeted at \$7.8 million and includes transfers of \$3 million from the General fund to the Capital Improvement fund for Community Quality of Life projects, \$2.6 million from the General fund to the Capital / Street Maintenance fund, and \$2.2 million from the General fund to the Crime Control & Prevention District fund. Actual transfers in FY17 were \$7.4 million. Per Council policy, revenues in excess of the 20% balance requirement in the General fund are to be transferred to the Quality of Life CIP fund at fiscal year-end.

OPERATING TRANSFERS OUT	<u>FY-2012</u>	<u>FY-2013</u>	<u>FY-2014</u>	<u>FY-2015</u>	<u>FY-2016</u>	<u>FY-2017</u>
Capital Maintenance	1,171,500	1,251,000	1,251,000	1,646,000	1,646,000	1,646,000
Street Maintenance	1,400,000	1,558,000	1,558,000	1,633,000	1,633,000	1,633,000
CIP / Quality of Life	3,000,000	5,169,886	3,000,000	3,000,000	3,000,000	3,000,000
Equipment Acquisition	1,240,301	1,596,650	1,676,000	1,202,000	1,906,099	982,000
CCPD Fund	1,500,000	1,300,000	1,000,000	700,000	-	200,000
Economic Development	-	-	1,000,000	4,624.00	-	-
CVB Fund	-	15,041	28,014	33,463.00	-	-
Capital Projects Fund	-	-	-	-	699,436.00	-
Grant Fund	337	1,500	-	-	-	-
Total Transfers Out	\$8,312,138	\$10,892,077	\$9,513,014	\$8,219,087	\$8,884,535	\$7,461,000
Increase / (Decrease)	\$1,467,471	\$2,579,939	(\$1,379,063)	(\$1,293,927)	\$665,448	(\$1,423,535)
% Change	21%	31%	-13%	-14%	8%	-16%

Debt Service is budgeted at \$14.6 million, and represents an increase of \$300,000 from the previous year. The FY18 budget also reflects a planned issuance of \$975,000 million in Tax Notes to fund the acquisition of vehicles for various City departments and to pay for the issuance of the note. Actual expenditures in FY17 totaled \$16.4 million and represented a decrease of \$1 million (-6%) from the previous year. Debt service costs represent 17% of General Government expenditures.

DEBT SERVICE	<u>FY-2012</u>	<u>FY-2013</u>	<u>FY-2014</u>	<u>FY-2015</u>	<u>FY-2016</u>	<u>FY-2017</u>
Principal & Interest Payments						
General Obligation	\$6,887,526	\$6,632,771	\$10,078,398	\$10,773,107	\$13,087,895	\$11,674,025
Certificates of Obligation	\$2,145,892	\$1,817,602	\$1,621,232	\$3,367,076	\$3,750,785	\$4,061,585
Tax Notes Payable	\$1,420,449	\$1,397,565	\$1,988,936	\$1,497,656	\$640,822	\$677,275
Total	\$10,453,867	\$9,847,938	\$13,688,566	\$15,637,839	\$17,479,502	\$16,412,885
Increase / (Decrease)	(\$1,656,096)	(\$605,929)	\$3,840,628	\$1,949,273	\$1,841,663	(\$1,066,617)
% Change	-13.7%	-5.8%	39.0%	14.2%	11.8%	-6.1%

FY 2017-18 APPROVED OPERATING BUDGET
FUND 100 - GENERAL

- Budget At-A-Glance -

REVENUE AND OTHER FINANCING SOURCES:	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved	
Ad Valorem Taxes	9,793,333	9,036,995	9,651,982	9,793,333	
Sales & Use Taxes	30,024,691	29,542,278	28,713,608	29,000,000	
Franchise Fees	6,661,525	6,679,719	6,402,156	6,760,000	
Licenses & Permits	1,769,496	1,450,376	1,910,245	1,800,000	
Charges for Services	10,376,446	10,808,026	11,789,861	12,741,780	
Intergovernmental	92,507	94,577	97,652	97,189	
Fines and Forfeitures	1,779,275	1,916,560	1,789,779	1,856,815	
Transfers In	3,717,547	3,532,630	3,925,938	4,023,677	
Miscellaneous	1,670,606	716,650	2,006,529	1,018,250	
Total	65,885,427	63,777,811	66,287,750	67,091,044	
EXPENDITURES AND OTHER FINANCING USES:	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved	
Personnel	28,618,205	29,745,335	30,025,196	31,464,766	
Supplies	3,153,339	3,298,192	3,574,901	3,204,352	
Maintenance	942,049	1,042,316	993,319	1,142,566	
Services	11,538,851	10,516,418	12,338,037	10,730,447	
Insurance	11,491,277	11,388,050	12,303,424	12,576,663	
Transfers Out	10,384,534	7,461,000	7,461,000	7,880,250	
Capital Outlay	179,347	69,720	148,958	92,000	
Total	66,307,602	63,521,031	66,844,835	67,091,044	
EXPENDITURES AND PERSONNEL BY PROGRAM:	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved	Personnel ⁽¹⁾
City Manager	5,176,301	4,103,303	5,534,952	4,255,380	19.49
Mayor & Council	124,478	141,383	141,779	142,024	7.00
City Secretary	358,480	372,865	359,636	445,124	4.00
Human Resources	691,321	724,448	724,825	738,552	5.57
Fiscal Services	14,393,624	14,369,987	15,253,475	15,754,416	25.09
Police	1,821,239	1,965,137	2,022,047	2,218,691	17.09
Fire	12,043,678	12,306,205	12,762,955	12,883,124	106.65
Parks & Recreation	10,493,955	10,361,892	11,295,667	10,631,097	99.01
Library	1,708,423	1,784,387	1,822,167	1,952,560	24.41
Public Works	7,638,239	8,539,542	8,032,020	8,793,555	67.25
Development Services	1,334,504	1,390,882	1,366,612	1,396,271	15.00
Permanent Capital & Street Maintenance	3,279,000	3,279,000	3,279,000	2,645,000	NA
Transfer to Equipment Replacement Fund	1,906,099	982,000	982,000	0	NA
Transfer to CCPD Fund	0	200,000	200,000	2,235,250	NA
Transfer to Capital Improvement Projects Fund	2,199,435	0	0	0	NA
Transfer to Convention & Visitors Fund	0	0	0	0	NA
Transfer to Economic Development Fund	0	0	0	0	NA
Transfer to Quality of Life Fund	3,000,000	3,000,000	3,000,000	3,000,000	NA
Total	66,307,602	63,521,031	66,844,835	67,091,044	390.54

⁽¹⁾ In full-time equivalents

FY 2017-18 APPROVED OPERATING BUDGET
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
GENERAL FUND

	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
BEGINNING FUND BALANCE:	12,918,230	13,955,015	13,532,839	13,532,839	12,975,754
OPERATING REVENUE:					
Ad Valorem Taxes	8,460,482	9,793,333	9,036,995	9,651,982	9,793,333
Sales Taxes	27,306,949	28,314,649	27,846,386	26,980,350	27,300,000
Mixed Beverage Taxes	1,647,776	1,710,043	1,695,892	1,733,258	1,700,000
Franchise Fees	6,824,481	6,661,525	6,679,719	6,402,156	6,760,000
Licenses & Permits	1,562,406	1,769,496	1,450,376	1,910,245	1,800,000
Charges for Services	9,719,328	10,376,446	10,808,026	11,789,861	12,741,780
Intergovernmental	127,119	92,507	94,577	97,652	97,189
Fines and Forfeitures	1,910,877	1,779,275	1,916,560	1,789,779	1,856,815
Miscellaneous	987,942	1,670,606	716,650	2,006,529	1,018,250
Total Operating Revenue	58,547,360	62,167,879	60,245,181	62,361,812	63,067,367
TRANSFERS IN:					
Admin. Fee - Utility Fund	1,587,535	1,650,769	1,863,675	1,826,307	1,865,743
Admin. Fee - CVB Fund	1,346,398	1,465,969	1,038,520	1,428,542	1,094,581
Admin. Fee - Golf Fund	75,709	98,831	112,500	108,147	103,875
Administrative Fee - SDUS Fund	104,423	106,775	106,425	112,127	108,110
Administrative Fee - Lake Parks Fund	84,745	72,951	150,450	144,381	591,305
Administrative Fee - 4B Fund	299,207	314,997	261,060	306,433	260,063
Total Transfers In	3,498,018	3,717,547	3,532,630	3,925,938	4,023,677
TOTAL REVENUE AND TRANSFERS	62,045,378	65,885,427	63,777,811	66,287,750	67,091,044
OPERATING EXPENDITURES:					
Personnel	27,376,972	28,618,205	29,745,335	30,025,196	31,464,766
Supplies	3,173,969	3,153,339	3,298,192	3,574,901	3,204,352
Maintenance	895,635	942,049	1,042,316	993,319	1,142,566
Services	10,250,769	11,538,851	10,516,418	12,338,037	10,730,447
Capital Outlay	208,617	179,347	69,720	148,958	92,000
Insurance	10,883,546	11,491,277	11,388,050	12,303,424	12,576,663
Total Operating Expenditures	52,789,507	55,923,068	56,060,031	59,383,835	59,210,794
TRANSFERS OUT:					
To Permanent Capital Maintenance	1,646,000	1,595,000	1,595,000	1,595,000	1,322,500
To Permanent Street Maintenance	1,633,000	1,684,000	1,684,000	1,684,000	1,322,500
To Capital Equipment Acquisition Fund	1,202,000	1,906,099	982,000	982,000	0
To Community Quality of Life Fund	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000
To Crime Control & Prevention District Fund	700,000	0	200,000	200,000	2,235,250
To Economic Development Fund	4,624	0	0	0	0
To Capital Improvement Projects Fund	0	2,199,435	0	0	0
To Convention & Visitors Fund	33,463	0	0	0	0
Total Transfers Out	8,219,087	10,384,534	7,461,000	7,461,000	7,880,250
TOTAL EXPENDITURES AND TRANSFERS	61,008,594	66,307,602	63,521,031	66,844,835	67,091,044
SURPLUS / (DEFICIT)	1,036,784	(422,176)	256,780	(557,086)	0
ENDING FUND BALANCE:	13,955,015	13,532,839	13,789,619	12,975,754	12,975,754
FUND BALANCE REQUIREMENT:	10,413,273	11,031,400	11,058,417	11,714,072	11,679,937

* Fund balance requirement is 20% of total budgeted expenditures (72 days of operation).

The FY 2017-18 projected Ending Fund Balance represents **21.9%** of total budgeted expenditures (80 days of operation).

FY 2017-18 APPROVED OPERATING BUDGET
GENERAL FUND DEPARTMENTAL SUMMARY
101 - CITY MANAGER

Expenditures by Division	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Administration	715,545	837,146	770,687	801,260	844,350
Information Technology	1,438,483	1,541,423	1,644,446	1,754,987	1,769,777
Non-Departmental	2,146,166	2,643,464	1,688,170	2,978,705	1,641,253
Total	4,300,194	5,022,034	4,103,303	5,534,952	4,255,380

<u>CITY MANAGER'S OFFICE</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2017</u>	<u>2018</u>
City Manager	1	1	1	1	1
Assistant City Manager	1	1	1	1	1
Executive Assistant	1	1	1	1	1
Administrative Secretary	0.5	0.5	0.5	0.5	0.5
Marketing Manager	1	1	1	1	1
Chief Technology Officer	0	1	1	1	1
IT Manager	1	0	0	0	0
Project Management Officer	0	0	1	1	1
Asst IT Mgr/Internet Svc Adm	1	1	0	0	0
IT Project Manager	0	0	1	1	1
Network Administrator II	1	1	0	0	0
GIS Manager	1	1	1	1	1
IT Customer Service Coordinator	1	1	1	1	1
Network Administrator I	1	1	1	1	0
Lan/Wan Administrator	1	1	1	1	1
Sr. Lan/Wan Administrator	1	1	1	1	1
IT Technician	1	1	1	1	1
IT Technical Support Specialist	1	1	1	1	1
GIS Analyst	1	1	1	1	1
TOTAL FULL-TIME POSITIONS	15.50	15.50	15.50	15.50	14.50

<u>PART-TIME POSITIONS</u>					
IT Technical Support Specialist	0.60	0.60	0.60	0.60	0.60
GIS Technician				0.00	0.48
GVU Internship Program	3.90	3.90	3.90	3.90	3.90
TOTAL PART-TIME POSITIONS	4.50	4.50	4.50	4.50	4.98

TOTAL CITY MANAGERS OFFICE	20.00	20.00	20.00	20.00	19.48
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**City Manager - Administration
100-101-1**

<u>Expenditures by Major Object</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	671,887	718,353	730,404	720,639	733,196
Supplies	15,083	19,385	17,200	15,356	19,220
Maintenance	0	0	0	0	0
Services	28,574	99,408	23,083	65,265	91,934
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	715,545	837,146	770,687	801,260	844,350

Objectives

- Maintain the City's technological competitiveness and customer service orientation through the development and maintenance of the city web page and the organizational intranet.
- Continue support of city facility development to accommodate city's growth.
- Facilitate communication with DFW Airport to resolve funding issues and for the development of viable property within Grapevine city limits.
- Continue efforts to develop public transportation program focused on tourism and to implement citywide signage program.

<u>Performance Indicators</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Newsletters published	6	6	6	6	6
Average response time to citizen telephone and web page inquiries	1	1	1	1	1
E-newsletters published	52	52	52	52	52
Electronic media subscribers	20,523	23,601	23,601	23,601	23,601

**City Manager - Information Technology
100-101-2**

Expenditures by Major Object	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	1,029,550	1,044,788	1,037,776	1,123,444	1,163,107
Supplies	38,271	71,397	27,650	48,514	53,150
Maintenance	51,868	28,776	126,900	77,381	151,800
Services	318,794	372,145	452,120	505,648	401,720
Capital Outlay	0	24,318	0	0	0
Transfers	0	0	0	0	0
Total	1,438,483	1,541,423	1,644,446	1,754,987	1,769,777

Objectives

- Provide excellent customer service and communication to City Departments
- Provide technically competent project assistance to City Departments to ensure successful delivery of their projects
- Provide a secure voice and data network with minimal downtime and quick response times
- Keep network equipment replaced on a consistent schedule
- Keep infrastructure capacity ahead of increasing demands

<u>Performance Indicators</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Number of work orders completed	1,200	1,200	1,200	1,320	1,452
Number of hours spent assisting departments with their projects	1,200	900	900	990	1,089
Number of computers receiving a software patch or service pack	600	600	600	660	726
Number of GIS map requests completed	160	160	160	176	194
Number of desktop computers replaced or upgraded	90	40	40	44	48
Number of server operating system upgrades, physical units replaced, physical units added, and logical servers added	100	100	100	110	121
Number of LAN and Wireless units added, replaced, and number of new locations designed and implemented	30	20	20	22	24
Number of projects completed	NA		125	8*	10*

* Projects established after GTG and the Project Management Office (PMO)

**City Manager - Non-Departmental
100-120-1**

<u>Expenditures by Major Object</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	0	0	0	0	0
Supplies	46,323	54,287	67,758	50,056	50,104
Maintenance	3,774	825	8,000	278	8,000
Services	2,096,070	2,524,596	1,612,412	2,928,371	1,583,149
Capital Outlay	0	63,756	0	0	0
Transfers	0	0	0	0	0
Total	2,146,166	2,643,464	1,688,170	2,978,705	1,641,253

Objectives

- Utilize technology to enhance communications with Grapevine citizens.
- Maintain strong legal services, consulting assistance, legislative support and communication systems throughout the organization.
- Increase exposure and participation in regional, state and national municipal organizations.
- Continue to pursue opportunities for community-based activities such as neighborhood meetings, information sharing and citywide functions.

**Mayor & Council
100-102-1**

<u>Expenditures by Major Object</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	88,369	88,095	90,433	91,536	91,074
Supplies	14,243	14,406	16,150	15,995	16,150
Maintenance	0	0	0	0	0
Services	24,911	21,977	34,800	34,248	34,800
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	127,523	124,478	141,383	141,779	142,024

Objectives

- Continue to conduct timely and efficient public meetings.
- Continue to strengthen communications with staff, boards and commissions, volunteers and citizens.
- Continue to facilitate positive relations with neighboring communities and other governmental entities.

<u>Performance Indicators</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Number of public hearings	60	51	63	55	58
Number of ordinances	72	90	85	81	81
Number of resolutions	92	106	90	102	100
Number of agenda items	531	573	518	551	552

<u>MAYOR AND COUNCIL</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2017</u>	<u>2018</u>
Mayor	1	1	1	1	1
Council	6	6	6	6	6
TOTAL POSITIONS	7	7	7	7	7

FY 2017-18 APPROVED OPERATING BUDGET
GENERAL FUND DEPARTMENTAL SUMMARY
103 - CITY SECRETARY

Expenditures by Major Object	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	281,213	286,639	301,844	291,810	317,529
Supplies	13,504	16,440	17,465	17,190	10,680
Maintenance	0	0	0	0	0
Services	18,965	55,402	53,556	50,636	116,915
Capital Outlay	0		0	0	0
Transfers	0		0	0	0
	313,682	358,480	372,865	359,636	445,124

<u>CITY SECRETARY</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2017</u>	<u>2018</u>
City Secretary	1	1	1	1	1
Assistant City Secretary/Records Manager	1	1	1	1	1
Vital Records Specialist	1	1	1	1	1
Secretary	1	1	1	1	1
TOTAL CITY SECRETARY POSITION	4.00	4.00	4.00	4.00	4.00

**City Secretary's Office
100-103-1**

Expenditures by Major Object	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	281,213	286,639	301,844	291,810	317,529
Supplies	13,504	16,440	17,465	17,190	10,680
Maintenance	0	0	0	0	0
Services	18,965	55,402	53,556	50,636	116,915
Total	313,682	358,480	372,865	359,636	445,124

Objectives

- Conduct City elections in compliance with the City Charter and State law.
- Process accurate City Council actions in a timely manner.
- Maintain accurate birth and death records for City of Grapevine.
- Respond to customer requests/inquiries in a timely manner.
- Maintain accurate, easily accessible City records in compliance with adopted record retention schedules and administrative policies; and provide guidance to City departments on Records Management

<u>Performance Indicators</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Post-Council meeting documents:					
- Ordinance/Resolution (2 days)	164	196	167	189	180
- Agendas and Minutes completed	84	76	82	70	72
- Required legal captions published	52	53	55	45	50
Customer Inquiries annually:	10,626	12,445	11,836	12,091	11,921
Open records average process time (< 5 days):	77%	84%	80%	85%	85%
- Open Records Requests Processed	340	377	370	419	458
Birth Records					
- Registered	2,484	2,418	2,530	2,402	2,345
- Long form - Walk in (<1/2 hour)	NA	2,678	NA	2,664	2,671
- Long form - Mail (1 day)	NA	1,479	NA	1,258	1,368
- Short form-Walk-in (<1/2 hour)	407	712	397	400	408
Death Records					
- Registered	539	555	534	542	545
- Issued	807	217	647	155	186
Records management:					
- Manpower hours (Records Center)	72.8	117.5	91	156	108
- Manpower hours (Consulting)	NA	144	90	277	344
Amount of records eligible for destruction and destroyed by end of the 3rd quarter					
- (Cubic Feet)	15.5	690	240	468	300
Permits					
- Alcoholic Beverage Permits	200	200	211	190	195
- Solicitor Permits	33	67	51	61	54

FY 2017-18 APPROVED OPERATING BUDGET
GENERAL FUND DEPARTMENTAL SUMMARY
104 - HUMAN RESOURCES

Expenditures by Major Object	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	524,037	527,587	567,023	544,144	582,047
Supplies	17,530	14,781	26,111	19,431	25,191
Maintenance	0	0	0	0	0
Services	190,995	148,954	131,314	161,250	131,314
	732,561	691,321	724,448	724,825	738,552

<u>HUMAN RESOURCES</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2017</u>	<u>2017</u>
Human Resources Director	1	1	1	1	1
Human Resources Analyst II	1	1	1	1	1
Human Resources Analyst I	1	1	1	1	1
Human Resources Coordinator	1	1	1	1	1
Human Resources Specialist	1	1	1	1	1
TOTAL FULL-TIME POSITIONS	5.00	5.00	5.00	5.00	5.00

<u>PART-TIME POSITIONS</u>					
Human Resources Assistant - PT	0.47	0.47	0.47	0.47	0.47
Clerk Typist/Receptionist and A/P/ Clerk	0.10	0.10	0.10	0.10	0.10
TOTAL PART-TIME POSITIONS	0.57	0.57	0.57	0.57	0.57

TOTAL CITY SECRETARY POSITIONS	5.57	5.57	5.57	5.57	5.57
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**Human Resources
100-104-1**

Expenditures by Major Object	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	524,037	527,587	567,023	544,144	582,047
Supplies	17,530	14,781	26,111	19,431	25,191
Maintenance	0	0	0	0	0
Services	190,995	148,954	131,314	161,250	131,314
Total	732,561	691,321	724,448	724,825	738,552

Objectives

- Advise, counsel and train supervisors on leadership skills, policy interpretation and disciplinary issues so that unemployment claims result from less than 10% of all terminations, employment-related lawsuits result from less than 1% of all terminations, and full-time employee turnover remains below 10%.
- Provide annual, mandatory training to all new employees on the City's Business Culture Guiding Values and Sexual Harassment prevention.
- Conduct new employee orientation to assimilate new employees into the organization successfully and quickly. New employee orientation will be scheduled no later than the third week of employment, on average, with the City.
- Annually survey approximately 40 of Grapevine's benchmark jobs with other Metroplex area cities to maintain competitive salaries, at least at the 50th percentile of the Metroplex market.

<u>Performance Indicators</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Training contacts made with employees/supervisors	388/75	224/75	220/150	220/150	220/90
Applications received annually	19,529	17,556	23,000	23,000	24,000
# of full/part-time new hires processed	58/68	50/457	60/210	60/210	60/160
# of promotions/transfers	38/16	31/8	30/20	30/20	30/20
# of full/part-time resignations/terms processed	56/159	45/56	60/160	60/160	60/160
Orientations held within 3 weeks of hire	89.7%	90.6%	88%	88%	88%
Payroll/benefit transactions performed	1,353	2,510	2,600	2,600	2,600
Employee turnover (full-time only)	10.54%	4.98%	11.50%	11.50%	12.00%
Full-time employees per 100 citizens	1.150	1.163	1.150	1.150	1.160
Personnel employees per 100 employees	0.957	0.954	0.920	0.920	0.920
Employees tracked on leave (FMLA, SL Pool, Personal Leave) or on Modified Duty	190	175	200	200	250

FY 2017-18 APPROVED OPERATING BUDGET
GENERAL FUND DEPARTMENTAL SUMMARY
105 - FISCAL SERVICES

Expenditures by Division	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Administration	561,309	571,739	533,934	592,242	610,782
Accounting	892,797	1,004,682	1,051,127	989,912	1,149,622
Purchasing	269,953	281,577	290,087	285,879	298,154
Municipal Court	652,733	679,289	733,465	668,523	732,845
Risk Management	11,228,405	11,856,338	11,761,374	12,716,919	12,963,013
Total	13,605,198	14,393,624	14,369,987	15,253,475	15,754,416

<u>FULL-TIME POSITIONS</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2017</u>	<u>2018</u>
Chief Financial Officer	1	1	1	1	1
Controller	1	1	1	1	1
Managing Director of Financial Services	1	1	1	1	1
Management Services Director	1	1	1	1	1
Capital Budget Director	0	0	1	1	1
Internal Audit Director	0	0	1	1	1
Financial Analyst I	1	1	0	0	0
Fiscal Service Coordinator	1	1	1	1	1
Payroll Administrator	1	1	1	1	1
Accounting Manager	1.5	1.5	0.5	0.5	0.5
Sr. Accountant	1	1	1	1	1
Accountant	0	0	1	1	1
Accounting Technician	1	1	0	0	0
Purchasing Agent	1	1	1	1	1
Purchasing Coordinator	1	1	1	1	1
Sr. Warehouse Worker	1	1	1	1	1
Acct Payable Clerk	0.5	0.5	0.5	0.5	0.5
Municipal Court Manager	1	1	1	1	1
Municipal Court Supervisor	1	1	1	1	1
Municipal Court Clerk	4	4	4	4	4
Clerk Typist	1	1	1	1	1
Municipal Court Judge	1	1	1	1	1
Risk Manager	1	1	1	1	1
Benefits Coordinator	1	1	1	1	1
Risk Administrative Secretary	0	1	1	1	1
Risk Management Assistant	1	0	0	0	0
TOTAL FULL-TIME POSITIONS	25.00	25.00	25.00	25.00	25.00

<u>PART-TIME POSITIONS</u>					
Budget Assistant	0.085	0.085	0.085	0.085	0.085
TOTAL PART-TIME POSITIONS	0.085	0.085	0.085	0.085	0.085

TOTAL FISCAL SERVICES	25.085	25.085	25.085	25.085	25.085
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Fiscal Services - Administration
100-105-1

<u>Expenditures by Major Object</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	524,701	530,846	492,134	555,540	568,982
Supplies	25,686	27,394	24,800	25,836	25,500
Maintenance	0	0	0	0	0
Services	10,923	13,498	17,000	10,866	16,300
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	561,309	571,739	533,934	592,242	610,782

Objectives

- Facilitate a positive customer service attitude for both internal and external City services.
- Facilitate effective support of operational department activities.
- To oversee effective financial and administrative control systems.
- Publish the Annual Operating Budget and Capital Improvements Plan.
- Publish and maintain timely and accurate financial data online via the City's website.
- Implement and enhance employee health insurance training programs.

<u>Performance Indicators</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Budget Amendment Requests processed	141	127	180	180	180
Wire transfers verified	93	76	80	80	80
Purchasing requisitions reviewed and approved	281	277	250	250	250
Council agenda memos reviewed and approved	135	117	80	80	80
Monthly financial status reports completed	6	9	9	9	9

Fiscal Services - Accounting
100-105-2

<u>Expenditures by Major Object</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	560,314	674,976	659,218	675,266	757,734
Supplies	17,166	11,390	20,300	13,113	16,000
Maintenance	0	0	0	0	0
Services	315,316	318,315	371,609	301,534	375,888
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	892,797	1,004,682	1,051,127	989,912	1,149,622

Objectives

- Continue to meet payroll and account payable production with minimal rework and corrections. Staying current on federal and IRS guidelines and apply these standards to the City's accounting system.
- Coordination and assistance to external auditors and final the audit in a manner with prior year's production and workpaper preparations for external auditors.
- Control the disbursement of City funds by monitoring vendor payments to ensure discounts; processing check runs and promoting direct deposit of payroll.
- Ensure adequate internal controls of City assets by reconciling bank and trust statements monthly, and ensure compliance with standards and procedures established by City Charter, City Council and City Manager.
- Review and monitor the budgeted spending in Departments and ensure that they are consistent with City Manager's guidelines on spending and budget management and are in compliance with State, Federal laws and bond guidelines.

<u>Performance Indicators</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Number of Payroll Checks	20,400	20,446	20,900	20,900	20,900
Percent ACH to Total Payments	49.60%	51.60%	53.70%	56.00%	57.00%
Ad # of days to Pay P Card	14	14	13	12	12

**Fiscal Services - Purchasing
100-105-3**

Expenditures by Major Object	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	243,843	255,182	262,337	262,212	270,529
Supplies	1,908	2,237	2,250	1,617	2,525
Maintenance	0	0	0	0	0
Services	24,203	24,158	25,500	22,051	25,100
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	269,953	281,577	290,087	285,879	298,154

Objectives

- Maintain 95% of annual contracts without a gap in service.
- To establish at least 8 new annual contracts
- Reduce inventory
- Increase inventory turns
- 12-15 solicitations with e-bidding system

<u>Performance Indicators</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Annual contracts with no gap in service	98%	99%	95%	95%	98%
Number of new contracts established	35	30	8	22	25
Reduce inventory to \$140,000	\$153,550	\$ 151,330	\$ 140,000	\$ 152,000	\$ 140,000
Increase inventory turns	2.7075	2.7	3	2.8	2.9
Number of solicitations with e-bidding system forecasted	9	10	12	13	14

**Fiscal Services - Municipal Court
100-107-1**

<u>Expenditures by Major Object</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	472,574	498,089	527,567	517,949	544,645
Supplies	11,733	12,168	15,145	14,784	10,500
Maintenance	2,579	126	0	0	0
Services	165,847	168,906	190,753	135,790	177,700
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	652,733	679,289	733,465	668,523	732,845

Objectives

- Provide adequate training and cross-training for Municipal Court staff.
- Keep forms updated as laws, policies and procedures change.
- Provide adequate information to the public about their rights in Municipal Court.
- Work closely with the Teen Court Coordinator to assist handling cases in a timely manner.

<u>Performance Indicators</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Number of cases filed per year with COG	16,600	11,627	20,000	20,000	20,000
Number of cases filed per year with DFW	1,465	1,134	2,000	2,000	2,000
Average number of minutes to process each case	80	60	20	20	20
Average number of minutes to process at window	100	60	20	20	20
Average number of hours to prepare for Jury Trial	16	10	4	4	4
Number of teens requesting Teen Court	129	89	160	160	160

Fiscal Services - Risk Management
100-109-1

Expenditures By Major Object	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	209,719	219,825	233,524	235,427	243,550
Supplies	11,859	14,804	10,900	17,880	12,900
Services	85,826	130,432	128,900	160,187	129,900
Capital Outlay	37,455	0	0	0	0
Property & Casualty	1,459,424	1,321,032	1,595,950	1,622,952	1,809,660
Health Insurance	9,424,122	10,170,245	9,792,100	10,680,473	10,767,003
Total	11,228,405	11,856,338	11,761,374	12,716,919	12,963,013

Objectives

- Initiate self-funded Workers Compensation Program to reduce costs and effectively manage employee injuries
- Direct the City's self-funded major medical health plan for employees and their families
- Implement new plan design for HSA and HRA programs in the City's self-funded health plan.
- Manage prescription benefit plan
- Manage and direct expansion of the SIR liability and property protection program.
- Reduce legal and expert witness fees by contracting with excess liability carriers and third parties.
- Provide LTD insurance for employees and their families while stabilizing premiums.
- Provide cost effective life insurance for City employees and their families.
- Continue Citywide HIPAA program and privacy compliance office.

Performance Indicators	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Paid liability claims vs. total claims	25%	51%	35%	135%	30%
Recover subrogation revenue	\$125,330	\$143,364	\$110,000	\$110,000	\$110,000
Vehicle accidents	17	22	30	30	25
Fleet accidents as percentage of total fleet	4%	5%	7%	107%	7%
Worker's Compensation:					
Texas Standard premium states rated	\$1,133,717	\$1,250,195	\$1,292,149	\$1,292,149	\$1,292,149
Experience rated discounted premium	\$390,069	\$280,114	\$279,174	\$279,174	\$279,174
Experience rates W/C premium savings	\$743,648	\$970,081	\$1,012,975	\$1,012,975	\$1,012,975
Experience Modifier	NA	0.28	\$0	\$0	\$0
Worker's Compensation Injuries:					
Medical only injuries	22	40	30	31	30
Medical only injuries to total staff	2%	4%	6%	6%	6%
Lost time injuries	18	11	20	21	15
Lost time injuries to total staff	3%	3%	3%	103%	2%

FY 2017-18 APPROVED OPERATING BUDGET
DEPARTMENTAL SUMMARY
209 - POLICE

GENERAL FUND ONLY					
Expenditures by Division	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Administration	1,521,124	1,627,615	1,844,029	1,834,859	1,930,663
Animal Control	171,706	193,624	218,114	187,188	288,028
Total	1,692,830	1,821,239	2,062,143	2,022,047	2,218,691

<u>POLICE</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2017</u>	<u>2018</u>
Police Chief	1	1	1	1	1
Assistant Police Chief	1	1	1	1	1
Administrative Manager	1	1	1	1	1
Lieutenant	1	1	1	1	1
Sergeant	3	3	3	3	3
Sr. Officer	5	3	4	4	4
Police Officer	0	2	2	2	2
Community Outreach Center Manager	0	1	1	1	1
Animal Control Supervisor	1	1	1	1	1
Animal Control Officer	2	2	2	2	2
TOTAL FULL-TIME POSITIONS	15.00	16.00	17.00	17.00	17.00

<u>PART-TIME POSITIONS</u>					
Animal Control Officer	0.09	0.09	0.09	0.09	0.09
TOTAL PART TIME POSITIONS	0.09	0.09	0.09	0.09	0.09

TOTAL GENERAL FUND POSITIONS	15.09	16.09	17.09	17.09	17.09
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**Police - Administration
100-209-1**

<u>Expenditures by Major Object</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	1,304,070	1,456,248	1,529,088	1,562,550	1,707,728
Supplies	89,880	71,281	189,016	127,861	90,010
Maintenance	1,877	1,989	3,500	373	13,500
Services	125,298	98,097	122,425	144,075	119,425
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	1,521,124	1,627,615	1,844,029	1,834,859	1,930,663

Objectives

- Increase citizen and community awareness of the police department's function by conducting two citizen's police academy classes annually.
- Increase officer awareness of modern policing techniques through training.
- Conduct a review of all operational guidelines to ensure they are current and relevant.
- Increase community awareness of crime trends and prevention techniques by conducting crime prevention seminars.

<u>Performance Indicators</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Citizen's police academy classes	5	4	2	2	2
Mandate TCLEOSE training requirements for all personnel	400%	300%	100%	100%	100%
Conduct a review of the General Manual and divisional operating procedures	4	1	1	1	1
Conduct crime prevention seminars	229	200	200	200	200

**Police - Animal Control
100-209-5**

<u>Expenditures by Major Object</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	151,087	171,787	172,029	157,477	173,723
Supplies	15,534	17,420	38,745	23,988	101,765
Maintenance	0	0	0	0	0
Services	5,085	4,417	7,340	5,723	12,540
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	171,706	193,624	218,114	187,188	288,028

Objectives

- Provide educational programs to students in the Grapevine-Colleyville Independent School District and local service organizations.
- Provide animal adoption services.
- Provide protective enforcement of City ordinances regulating domestic and wild animals.

<u>Performance Indicators</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Number of educational presentations delivered	100	85	100	105	100
Number of animals adopted	353	233	300	350	350
Number of animals impounded	909	855	1,000	1,100	1,100

FY 2017-18 APPROVED OPERATING BUDGET
GENERAL FUND DEPARTMENTAL SUMMARY
210 - FIRE

Expenditures by Division	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Administration	907,043	862,513	938,477	987,859	861,084
Prevention	555,976	628,645	668,388	584,378	662,764
Operations	10,170,093	10,327,336	10,360,455	10,935,216	10,377,850
Training & Career Development	134,703	125,502	186,831	110,187	257,711
Emergency Management	95,871	99,682	152,054	145,315	174,042
Emergency Medical Services	0	0	0	0	549,673
Total	11,863,687	12,043,677	12,306,205	12,762,955	12,883,124

<u>FIRE</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2017</u>	<u>2018</u>
Fire Chief	1	1	1	1	1
Assistant Chief of Support/Planning/Administration	0	0	1	1	1
Assistant Chief of Operations	0	0	1	1	1
Division Chief of Professional Development Training	0	0	1	1	1
Division Chief of EMS	0	0	1	1	1
Deputy Chief	3	3	0	0	0
Fire Marshal	0	0	1	1	1
Assistant Fire Marshal	1	1	1	1	1
Administrative Manager	1	1	1	1	1
Fire Inspector/Investigator	2	2	2	2	2
Emergency Management Coordinator	1	1	1	1	1
Battalion Chief	4	4	3	3	3
Fire Captain	18	18	18	18	18
Driver/Engineer	18	18	18	18	18
Firefighter/Paramedic	48	43	43	43	43
Firefighter/EMT	5	10	9	9	9
Support Service Technician	1	1	1	1	1
Secretary	1	1	1	1	1
Clerk/Typist/Receptionist	0	0	1	1	1
TOTAL FULL-TIME POSITIONS	104.00	104.00	105.00	105.00	105.00

PART TIME POSITIONS

Fire Inspectors	0.580	0.580	0.580	0.580	0.580
Fire Inspectors-CAS	0.590	0.590	0.590	0.590	0.590
Emergency Management Intern	0.475	0.475	0.475	0.475	0.475
TOTAL PART TIME POSITIONS	1.645	1.645	1.645	1.645	1.645

TOTAL FIRE POSITIONS	105.645	105.645	106.645	106.645	106.645
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**Fire - Administration
100-210-1**

<u>Expenditures by Major Object</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	486,824	474,434	529,966	609,820	554,179
Supplies	73,142	37,857	45,200	35,899	45,200
Maintenance	19,275	13,681	29,420	21,697	10,000
Services	327,802	336,541	333,891	320,443	251,705
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	907,043	862,513	938,477	987,859	861,084

Objectives

- To increase the effectiveness and efficiency of the administrative functions of the fire department
- To provide surveys for customer satisfaction
- Provide opportunities for volunteer activities
- To provide employee updates concerning new firefighting, rescue, and EMS techniques and enhance intradepartmental communication by use of newsletters, staff/employee meetings, open forum employee meetings, and other written and verbal communication.

<u>Performance Indicators</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Streamline document storage and reduce the use of paper files	100%	50%	90%	90%	90%
Promote volunteer opportunities within the fire administration (hours)	1,817	2,628	1500	1500	1500
Percentage of customer satisfaction surveys returned	29%	32%	35%	35%	35%
Conduct 12 employee meetings	12	12	12	12	12

**Fire - Prevention
100-210-2**

<u>Expenditures by Major Object</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	505,224	571,863	599,396	529,933	586,817
Supplies	29,984	35,489	44,322	30,819	46,482
Maintenance	129	106	750	743	1,000
Services	20,640	21,187	23,920	22,883	28,465
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	555,976	628,645	668,388	584,378	662,764

Objectives

- Provide fire inspections for businesses, schools and residences.
- Provide fire prevention programs for businesses, educational institutions and the general public.
- Conduct Citizens Fire Academy
- Install Smoke Detectors

<u>Performance Indicators</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Fire inspections	5,176	6,076	4,500	4,500	4,500
Fire prevention programs	55	35	75	75	75
Conduct Citizens Fire Academy	1	1	1	1	1
Install Smoke Detectors	271	101	200	200	200

Fire - Operations
100-210-3

<u>Expenditures by Major Object</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	9,435,035	9,583,647	9,650,015	9,931,684	9,914,070
Supplies	603,088	631,488	626,200	859,707	422,455
Maintenance	26,474	28,883	17,240	21,304	27,125
Services	36,614	46,650	67,000	34,548	14,200
Capital Outlay	68,882	36,668	0	87,973	0
Transfers	0	0	0	0	0
Total	10,170,093	10,327,336	10,360,455	10,935,216	10,377,850

Objectives

- Respond to 90 percent of 9-1-1 calls for emergencies in all first alarm districts within 5 minutes of the call being dispatched.
- Reduce the number of on duty injuries due to fire ground accidents by 60%
- Perform engine company, ladder company, and MICU company evaluations to ensure operational readiness.

<u>Performance Indicators</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Respond to 90% of 911 calls in 1st alarm district in 5 minutes or less	5,100	76%	5,467	5,467	5,467
Reduce number of on-scene Firefighter injuries by 40%	3	7	3	3	3
Perform engine company, ladder company, and MICU company evaluations to ensure operational readiness.	50	60	50	50	50
Perform regular fitness assessments and physical conditioning program for all firefighters	94	102	102	102	102

**Fire - Training & Career Development
100-210-4**

Expenditures by Major Object	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	0	0	0	0	135,075
Supplies	1,970	1,281	4,150	1,867	3,900
Maintenance	0	0	0	0	0
Services	132,733	124,221	182,681	108,320	118,736
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	134,703	125,502	186,831	110,187	257,711

Objectives

- Provide training in accordance with the Texas Commission on Fire Protection.
- Provide training in accordance with the Texas Department of State Health Services
- Provide training in accordance with the NFPA and ISO.
- Provide opportunities for career development and promotional opportunities.
- Provide specialized training for technical rescue personnel.

<u>Performance Indicators</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Provide a minimum of 20 hours TCFP training per firefighter	24	24	20	20	20
Provide a minimum of 36 hours TDH EMS training per firefighter	36	36	36	36	36
Provide training to insure operational readiness of specialized rescue operations	36	24	24	24	24
Provide leadership classes for current and future officers	12	16	24	24	24

**Fire - Emergency Management
100-210-5**

<u>Expenditures by Major Object</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	60,723	65,644	102,454	111,324	124,192
Supplies	6,008	5,542	13,400	5,622	13,650
Maintenance	16,418	16,385	16,700	12,855	16,700
Services	12,723	12,112	19,500	15,515	19,500
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	95,871	99,682	152,054	145,315	174,042

Objectives

- Coordinate planning, training and exercise with the community by working with at least one community partner in development of a plan, presentation of training or development of an exercise
- Provide emergency management and safety content to local publications at least bi-annually
- Implement training and exercise plan for identified city staff
- Complete the update of Emergency Operations Plan and Annexes.
- Test all outdoor warning sirens monthly.

<u>Performance Indicators</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Community preparedness or outreach events	3	2	1	1	6
Festival or special event plan management	2	2	2	2	2
Monitoring and testing the outdoor warning system (monthly)	100%	100%	100%	100%	12
Emergency Management Plan annexes reviewed or updated	100%	0%	100%	100%	4

**Fire - Emergency Medical Services
100-210-6**

Expenditures by <u>Major Object</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	0	0	0	0	143,608
Supplies	0	0	0	0	129,350
Maintenance	0	0	0	0	16,000
Services	0	0	0	0	260,715
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	0	0	0	0	549,673

FY 2017-18 APPROVED OPERATING BUDGET
GENERAL FUND DEPARTMENTAL SUMMARY
312 - PARKS AND RECREATION

Expenditures by Division	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Administration	571,461	704,193	701,794	747,505	778,396
Active Adults	388,926	404,798	446,222	426,365	436,259
Park Maintenance	4,290,087	4,731,836	4,750,559	5,289,388	4,881,879
Recreation	298,876	419,947	425,928	470,123	433,931
Aquatics	889,669	1,345,311	1,514,453	1,429,093	1,538,400
Athletics Programs	830,865	1,027,561	827,905	890,822	759,539
Recreation Programs	532,612	549,135	551,582	675,417	555,263
The REC	1,268,736	1,311,173	1,143,449	1,366,954	1,247,430
Total	9,071,233	10,493,955	10,361,892	11,295,667	10,631,097

<u>PARKS & RECREATION</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2017</u>	<u>2018</u>
Parks & Recreation Director	1	1	1	1	1
Deputy Parks & Recreation Director	0.5	1	1	1	1
P&R Administrative Coordinator	1	1	1	1	1
Marketing Manager	1	0	1	1	1
Volunteer Services Liaison	1	1	1	1	1
Athletic Manager	1	1	1	1	1
Athletic Supervisor	0	0	1	1	1
Athletic Specialist	0	0	1	1	1
Event Production Supervisor	1	1	1	1	1
Lake Parks / Events Manager	1	0.5	0.5	0.5	0.5
Events Coordinator	0	1	1	1	1
Recreation Coordinator	8	13	10	10	10
Reservation Specialist	1	1	1	1	1
PARD CIP Manager	1	1	1	1	1
Park Manager	1	1	1	1	1
Park Foreman	2	3	4	4	4
Athletics Groundskeeper	1	1	1	1	1
Parks Crew Leader	2	2	2	2	2
Aquatics Tech Coordinator	0	1	1	1	1
Equipment Operator II	0	0	1	1	1
Equipment Operator I	4	4	4	4	4
Holiday & Irrigation Contract Coord.	1	1	0	0	0
Irrigation Technician II	1	1	1	1	1
Irrigation Technician I	2	2	2	2	2
Horticulturalist	1	1	1	1	1
Crew Worker	5	4	4	4	4
Lead Recreation Specialist	1	0	0	0	0
Active Adults Supervisor	1	1	1	1	1
Recreation Facilities Manager	1	0	0	0	0
Recreation Manager	0	1	1	1	1
Recreation Supervisor	0	1	1	1	1
Recreation Specialist	0	0	1	1	1
Aquatics Supervisor	0	1	1	1	1
Lead Lifeguard	6	6	6	6	6
TOTAL FULL-TIME POSITIONS	46.50	53.50	55.50	55.50	55.50

FY 2017-18 APPROVED OPERATING BUDGET
GENERAL FUND DEPARTMENTAL SUMMARY
312 - PARKS AND RECREATION

<u>PART-TIME POSITIONS</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2017</u>	<u>2018</u>
Crew Worker (Seasonal)	0.581	0.581	0.581	0.581	0.581
Recreation Coordinator	0.502	0.340	0.625	0.625	0.625
RCA I	2.212	2.437	2.437	2.437	2.437
RCA II	7.328	12.690	13.135	13.135	13.135
Recreation Specialist	2.919	1.563	0.938	0.938	0.938
Bus Driver	0.980	0.980	0.000	0.000	0.000
Pool Manager	0.957	0.957	0.957	0.957	0.957
Assistant Pool Manager	0.980	0.980	0.980	0.980	0.980
Learn to Swim Coordinator	0.520	1.241	1.241	1.241	1.241
Swim Lesson Instructor	0.395	0.395	0.395	0.395	0.395
Swim Lesson Aide	0.352	0.352	0.352	0.352	0.352
Lifeguard	6.705	20.205	20.205	20.205	20.205
Cashier	1.668	1.668	1.668	1.668	1.668
TOTAL PART-TIME POSITIONS	26.099	44.390	43.515	43.515	43.515
TOTAL GENERAL FUND	72.599	97.890	99.015	99.015	99.015

**Parks & Recreation - Administration
100-312-1**

<u>Expenditures by Major Object</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	317,910	360,547	376,294	392,927	468,896
Supplies	83,077	71,281	76,000	55,382	68,500
Maintenance	0	0	0	0	0
Services	170,474	272,365	249,500	299,196	241,000
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	571,461	704,193	701,794	747,505	778,396

Objectives

- Optimize resources and budget to maximize citizens exposure to parks and leisure services in Grapevine.
- Promote health, fitness, wellness, and lifelong learning members of The REC and the surrounding communities.
- Employ all resources available to be the premier Parks and Recreation Department in the State of Texas.
- Develop relationships with community partners and sponsors to provide opportunities for cultural awareness, environmental education/stewardship to kids of all ages.

<u>Performance Indicators</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Grant dollars Approved	\$36,000	\$863,700	\$2,200,000	\$5,000,000	\$1,000,000
Sponsorship dollars secured	\$15,400	\$62,300	\$60,000	\$70,000	\$70,000

**Parks & Recreation - Active Adults
100-312-2**

Expenditures by Major Object	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	326,643	334,760	351,672	327,908	332,882
Supplies	51,138	51,547	71,750	61,995	74,500
Maintenance	0	0	0	0	0
Services	11,145	18,491	22,800	36,462	28,877
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	388,926	404,798	446,222	426,365	436,259

Objectives

- Provide those 55 & better with relevant program, field trip, class and event opportunities that account for the generational differences in interest and ability within this segment of the population.
- Foster community, quality-of-life and independence for those 55 & better in the City of Grapevine.
- Build relationships with community partners that have an interest in cultivating current and future services available to Active Adults.

<u>Performance Indicators</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Customer surveys completed / satisfaction rate	145 / 98.47%	228 / 99.47%	250 / 95	280 / 99%	250 / 95
Number of special events, classes and programs offered / made	1,001 / 967	933 / 910	1200 / 1116	1020 / 975	1000 / 950
Average number of daily riders in City vehicles	69	48	65	48	48
SeniorMover trips requested / provided	382 / 379	360 / 355	400 / 375	420 / 412	400 / 375
Persons registered for Active Adult programs	23,063	21,624	30,000	24,000	23,000
Average number of daily meals served	24,334	NA	50	40	40
Volunteer hours worked	1,440	3,509	4,000	3,400	3,600

**Parks & Recreation - Park Maintenance
100-312-3**

Expenditures by Major Object	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	1,153,031	1,225,284	1,380,759	1,376,566	1,517,079
Supplies	231,777	187,774	269,400	205,725	264,400
Maintenance	193,723	230,163	206,000	210,570	206,000
Services	2,687,530	3,085,364	2,894,400	3,496,527	2,894,400
Capital Outlay	24,025	3,250	0	0	0
Transfers	0	0	0	0	0
Total	4,290,087	4,731,836	4,750,559	5,289,388	4,881,879

Objectives

- To provide well maintained, safe, age appropriate ADA accessible playgrounds, fields, and recreation areas for people of all ages to use for recreation and leisure.
- Provide environmentally focused outreach and community engagement activities for a diverse demographic.
- Pursue grants to develop and maintain sustainable landscaping and medians to enhance the beautification of parks, roadways, and facilities.
- Develop messaging and practices both internally and externally to support recycling, conservation, and sustainability efforts. Increase community partnerships with organizations willing to promote and support environmental stewardship.
- Maximize a volunteer-based workforce to promote a "Cleaner, Greener, Grapevine" in coordination/cooperation with Keep Grapevine Beautiful and the Solid Waste Program.
- Increase community awareness of the Botanical Gardens at Heritage Park.

<u>Performance Indicators</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Number of classes, programs, & events offered/made	N/A	117/ 114	80/72	78/56	87/82
Number of patrons at the Botanical Gardens	N/A	15,000	20,000	22,000	20,000
Total acres maintained	6,708	1677	1677	1677	1677
Total acres under irrigation	930	225	227	227	227
Playgrounds maintained	132	37	37	37	37
ADA / CPSC playgrounds retrofitted	0	2	2	2	2
Facility / median landscapes enhanced	6	9	5	5	5
Customer satisfaction rate	100%	100%	100%	100%	100%
Man hours per non-department events	3,500	8,100	4,600	5,000	3,500
Grant dollars sought/awarded	N/A	\$1,113,700/ \$863,700	\$300,000/ \$75,000	\$5,500,000/ \$5,000,000	\$1,000,000/ \$1,000,000
Number of area adopted by citizens	N/A	81	80	71	80
Volunteer hours/value of hours	N/A	55,645/ \$1,310,990	70,000/ \$1,638,000	49,000/ \$1,100,000	70,000/ \$1,638,000

**Parks & Recreation - Recreation
100-312-4**

<u>Expenditures by Major Object</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	176,710	225,711	236,868	262,064	233,981
Supplies	50,042	61,191	61,100	60,080	61,250
Maintenance	315	1,262	0	1,767	0
Services	71,810	131,783	127,960	146,213	138,700
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	298,876	419,947	425,928	470,123	433,931

Objectives

- Provide and maintain premier places for residents and businesses to host meetings, birthday parties, and corporate functions.
- Provide holiday event experiences for the City of Grapevine that will provide opportunities for economic development.
- Provide recreation/community events as quality of life opportunities.

<u>Performance Indicators</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Total Community Events Participation (Rev/Non-Rev)	60,428	13,966	16,000	17,000	18,000
Social Media posts/engagement	150/200,000	NA	150/200,000	720/100,000	1000/200,000
Number of Surveys/customer satisfaction rate	97.36%	NA	300/96%	95%	95%
Number of indoor facility rentals/Total Hours rented	831/2360	940/2122	750/2100	600/2000	500/1000
Number of lake park pavilion rentals/Total hours rented	159/1672	149/1865	180/2000	175/2000	200/2500
Number of park pavilion rentals/Total hours rented	1312/3022	1496/3035	1250/3000	1200/3000	1300/3300

Parks & Recreation - Aquatics
100-312-5

<u>Expenditures by Major Object</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	691,310	1,078,989	1,206,253	1,182,256	1,230,200
Supplies	126,152	144,942	168,200	122,203	168,200
Maintenance	18,002	17,911	20,000	11,649	20,000
Services	54,205	103,469	120,000	112,985	120,000
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	889,669	1,345,311	1,514,453	1,429,093	1,538,400

Objectives

- Promote water safety for both youth and adults by providing opportunities for community education and training.
- Offer a diverse selection of aquatic fitness opportunities for those of all abilities and ages.
- Provide quality aquatic facilities that foster community and encourage "kids of all ages" to enjoy the health benefits of aquatic play year round.

<u>Performance Indicators</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Total public swim attendance	75,245	101,774	75000	77,000	75,000
Learn To Swim participants	1,205	1,120	2000	1,275	1,300
Special event attendance	275	1,342	1250	1,500	1,300
Customer surveys / satisfaction rate	348 / 96%	835 / 96.5%	475 / 96%	400 / 96%	475 / 96%
Swim team participants	101	116	170	100	110
Aquatic fitness class registrants	147	379	400	340	400
Semi-private classes offered/made	84 / 67	243 / 188	250 / 225	150 / 110	200 / 175
Number of private lessons	199 / 173	161	150	80	150
Active Adult fitness class programs/participants	134	599	200	240	225

**Parks & Recreation - Athletics Programs
100-312-6**

<u>Expenditures by Major Object</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	219,486	254,834	308,522	222,318	270,156
Supplies	122,532	211,100	100,678	273,916	70,678
Maintenance	1,507	1,895	2,980	25	2,980
Services	487,341	559,732	409,526	388,365	415,725
Capital Outlay	0	0	6,199	6,199	0
Total	830,865	1,027,561	827,905	890,822	759,539

Objectives

- Provide a safe, fun, & competitive learning experience through leagues, classes, and camps.
- Foster working relationships and partnerships with local school districts, civic groups, co-sponsored youth associations and other entities to provide quality athletic programming opportunities to the community.
- Provide opportunities for local, state, and national tournaments to bring in players and spectators which bring economic impact to the City of Grapevine.

<u>Performance Indicators</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Athletic leagues / youth registrants	7/6,250	6/6,860	7/6,200	2/1,400	3/3,000
Athletic leagues / adult registrants	20/9,248	17/7,360	18/10,250	15/8,500	15/9,000
Sport camps / youth registrants	6/297	20/502	6/300	6/300	6/300
Community Camps - Outreach	N/A	3/75	3/90	2/90	3/90
Tennis Classes/youth registrants	285	374	575	550	575
Tennis classes/adult registrants	56	27	170	50	170
Customer satisfaction rate	6/92%	7/94%	10/96%	6/95%	10/96%
Percent of cost recovery	130%	99%	110%	110%	110%
Co-Sponsored association program registrants	5,100	2,220	4,300	2,500	4,300
Number of tournaments offered/teams registered	27/972	28/1,865	30/900	30/2,000	30/900

**Parks & Recreation - Recreation Programs
100-312-7**

Expenditures by Major Object	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	54,902	50,451	64,632	79,651	68,313
Supplies	104,797	73,848	59,650	90,036	59,650
Services	372,914	424,806	427,300	505,729	427,300
Capital Outlay	0	0	0	0	0
Total	532,612	549,135	551,582	675,417	555,263

Objectives

- Provide a variety of classes and programs that allow students to explore educational opportunities, participate in fitness classes and gain experience in the fine arts.
- Reach the financial goals for recreation programs as established in The REC of Grapevine business plan that was approved by council in 2012.

<u>Performance Indicators</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Youth registered in programs at The REC	2,841	3,794	15,000	3,800	4,000
Adults registered in programs at The REC	4,090	6,423	14,000	7,200	7,500
Number of customer surveys returned/satisfaction rate	60 / 98.3%	258 / 98%	200 / 96%	300 / 96%	300 / 96%
Number of classes offered/number made	843 / 688	1,013 / 862	800 / 700	1000 / 900	1,000 / 850
Cost recovery	205.00%	218%	140.00%	190.00%	150.00%
Class success rate	81.60%	85%	83.00%	90.00%	85.00%
Gross program revenue	\$419,018.05	\$822,230.62	\$750,000.00	\$850,000.00	\$800,000.00

**Parks & Recreation - The REC
100-312-8**

<u>Expenditures by Major Object</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	811,028	967,902	858,729	975,973	899,430
Supplies	189,347	153,025	128,000	223,190	140,000
Maintenance	9,167	5,928	21,000	7,562	41,000
Services	259,194	136,213	70,000	105,443	75,000
Capital Outlay	0	48,106	65,720	54,785	92,000
Total	1,268,736	1,311,173	1,143,449	1,366,954	1,247,430

Objectives

- Achieve regional and national recognition for The REC of Grapevine as the standard for multi-generational construction and operations.
- Maximize facility usage by encouraging various forms of active and passive recreation through planned and independent activities.
- Achieve the membership and revenue goals as established in The REC of Grapevine business plan that was approved by council in 2012.

<u>Performance Indicators</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Customer surveys / satisfaction rate	NA	485 / 98%	400 / 96%	500 / 96%	400 / 96%
Citizen request forms received / responded to within 24 hours			40	120	50
Average facility users per hour	106	107	120	109	110
Family memberships	9,571	11,512	12,000	11,500	12,000
Individual memberships	5,240	4,660	6,000	5,500	6,000
Retention rate	NA	67%	60.00%	70.00%	65.00%
Classroom occupancy rate	17%	22%	25.00%	27.00%	25.00%
Annual number of track users	18,340	35,731	35,000	38,000	35,000
Annual number of fitness room users	103,110	176,187	140,000	185,000	150,000
Annual number of racquetball users	4,019	8,614	9,000	8,400	9,000
Annual number of open court users	22,684	60,394	50,000	60,000	50,000
Gross membership revenue	\$1,067,910	\$1,198,133	\$1,339,900	\$1,300,000	\$1,339,900

FY 2017-18 APPROVED OPERATING BUDGET
GENERAL FUND DEPARTMENTAL SUMMARY
313 - LIBRARY

Expenditures by Major Object	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	1,226,690	1,321,567	1,390,053	1,404,411	1,483,627
Supplies	313,015	338,159	339,060	353,300	338,070
Maintenance	1,000	815	1,000	2,323	900
Services	54,362	47,882	54,274	62,133	129,963
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	1,595,067	1,708,423	1,784,387	1,822,167	1,952,560

<u>LIBRARY</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2017</u>	<u>2018</u>
Library Director	1	1	1	1	1
Library Manager	1	1	1	1	1
Librarian II	5	4	4	4	4
Library Technician	1	1	1	1	1
Circulation Services Librarian	1	1	1	1	1
Acquisition Assistant	1	1	1	1	1
Children's Assistant Librarian	1	1	1	1	1
Library Assistant	1	1	1	1	1
Librarian I	0		1	1	1
TOTAL FULL-TIME POSITIONS	12.00	11.00	12.00	12.00	12.00

<u>PART-TIME POSITIONS</u>					
Children's Assistant Librarian	0.475	0.475	0.475	0.475	0.475
Librarian I	0.050	0.050	0.050	0.050	0.050
Librarian II	1.853	2.000	2.000	2.000	2.000
Library Technician	0.664	0.325	0.325	0.325	0.325
Library Assistant	7.498	7.181	7.181	7.181	7.181
Library Aide	2.375	2.375	2.375	2.375	2.375
TOTAL PART-TIME POSITIONS	12.92	12.41	12.41	12.41	12.41

TOTAL LIBRARY POSITIONS	24.92	23.41	24.41	24.41	24.41
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Library - Administration
100-313-1

<u>Expenditures by Major Object</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	1,226,690	1,321,567	1,390,053	1,404,411	1,483,627
Supplies	313,015	338,159	339,060	353,300	338,070
Maintenance	1,000	815	1,000	2,323	900
Services	54,362	47,882	54,274	62,133	129,963
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	1,595,067	1,708,423	1,784,387	1,822,167	1,952,560

Objectives

- Provide patrons remote access to downloadable materials
- Provide outreach programs for those unable to come to library.
- Provide expanded resources in the Genealogy area.
- Provide teen volunteers opportunities in all departments.

<u>Performance Indicators</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Average waiting time to check out materials (minutes)	2	2	2	2	2
Reference questions answered	9,530	10,998	11,000	11,000	11,000
Number of materials purchased	11,000	10,201	11,000	10,500	11,000
Percent of first time checkouts on Express Check	98%	98%	98%	98%	98%
Electronic database usage	156,903	194,290	150,000	180,000	190,000

FY 2017-18 APPROVED OPERATING BUDGET
GENERAL FUND DEPARTMENTAL SUMMARY
415 - PUBLIC WORKS

Expenditures by Division	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Administration	397,660	415,781	431,912	448,580	434,616
Engineering	785,196	752,075	826,045	773,631	870,026
Streets	1,432,837	1,355,624	1,650,178	1,433,830	1,686,754
Traffic	1,114,478	1,151,573	1,219,415	1,175,063	1,228,891
Environmental Services	329,307	345,006	392,805	406,103	400,529
Facilities Services	1,871,844	2,034,884	2,396,499	2,235,601	2,552,519
Fleet Services	1,544,189	1,583,295	1,622,688	1,559,212	1,620,220
Total	7,475,511	7,638,239	8,539,542	8,032,020	8,793,555

<u>PUBLIC WORKS</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2017</u>	<u>2018</u>
Public Works Director	0.5	0.5	0.5	0.5	0.5
Administrative Manager	1	1	1	1	1
Secretary	1	1	1	1	1
Deputy Director Public Works	0.5	0.5	0.5	0.5	0.5
Devl Engineer Construction Mgr	1	1	1	1	1
Senior Civil Engineer	0.5	0.5	0.5	0.5	0.5
Chief Construction Inspector	1	1	1	1	1
Construction Inspector II	1	1	1	1	1
Engineering Technician	2	2	2	2	2
Assistant PW Director/Operations	0.5	0.5	0.5	0.5	0.5
WO System Data Coordinator	0.5	0.5	0.5	0.5	0.5
Street/Drainage Manager	1	1	1	1	1
Street Foreman	2	2	2	2	2
Equipment Operator III	2	2	2	2	2
Crew Leader	3	3	3	3	3
Equipment Operator II	4	4	4	4	4
Equipment Operator I	7	7	7	7	7
Traffic Engineer	0	1	1	1	1
Transportation Engineer	1	0	0	0	0
Traffic Operations Manager	1	1	1	1	1
Traffic Supervisor	2	2	2	2	2
Signal Tech Apprentice	1	1	1	1	1
Signal Tech II	1	1	1	1	1
Signal Tech I	1	1	1	1	1
Traffic Tech I	2	2	2	2	2

FY 2017-18 APPROVED OPERATING BUDGET
GENERAL FUND DEPARTMENTAL SUMMARY
415 - PUBLIC WORKS

<u>PUBLIC WORKS (continued)</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2017</u>	<u>2018</u>
Facility Services Manager	1	1	1	1	1
Administrative Secretary	0.5	0.5	0.5	0.5	0.5
Facilities Services Foreman	1	1	1	1	1
Sr. Building Maintenance Technician	2	2	3	3	3
Building Maintenance Technician II	3	3	3	3	3
Building Maintenance Technician I	2	2	2	2	2
Environmental Manager	1	1	1	1	1
Environmental Spec II	2	2	2	2	2
Fleet Services Manager	1	1	1	1	1
Secretary	1	1	1	1	1
Fleet Services Foreman	1	1	1	1	1
Fleet Warehouse Coordinator	1	1	1	1	1
Master Mechanic	5	5	5	5	5
Journeyman Mechanic	1	1	1	1	1
Fleet Worker	1	1	1	1	1
TOTAL FULL-TIME POSITIONS	61.00	61.00	62.00	62.00	62.00
PART-TIME POSITIONS					
Director of Transportation Projects	0.48	0.48	0.48	0.48	0.48
Civil Engineer	1.10	1.10	1.10	1.10	1.10
GIS Engineer Tech	0.24	0.24	0.24	0.24	0.24
Laborer (Summer)	2.10	2.10	2.10	2.10	2.10
Secretary	0.90	0.90	0.90	0.90	0.90
TOTAL PART-TIME POSITIONS	4.82	4.82	4.82	4.82	4.82
TOTAL PUBLIC WORKS POSITIONS	65.82	65.82	66.82	66.82	66.82

**Public Works - Administration
100-415-1**

<u>Expenditures by Major Object</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	356,997	365,324	367,102	397,350	382,306
Supplies	14,345	17,936	17,400	22,479	17,400
Maintenance	532	0	0	0	0
Services	25,787	32,521	47,410	28,750	34,910
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	397,660	415,781	431,912	448,580	434,616

Objectives

- Support Development in the City including Gaylord Hotel & CC Expansion - Corps Issues.
- Hudgins Street Construction Project Completion
- Promote Water Conservation and Explore Means to Conserve Water in Public Works Operations
- Maintain an active role in design and construction of FM 2499 by the DFW Connector Project CDA Team to insure that the interests of the City are protected.
- Take an active role in planning for the 185 acres owned by City in NE Grapevine
- Maintain our current Water and Wastewater Treatment quality while pursuing means to improve on both
- Stay abreast of TCEQ regulations and their impacts on our systems.

<u>Performance Indicators</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Citizen / Business Owner meetings - DFW Connector Corridor/FM 2499	3	3	4	0	0
Design and construct private / public thoroughfares serving developments	0	1	1	1	1
Assist in ROW & Easement acquisition for DFW Connector Corridor	0	1	1	0	0
Address Corps Issues - Gaylord Expansion	0	3	1	1	1
Hudgins Street Construction Completion	0	0	1	0	1

**Public Works - Engineering
100-415-2**

Expenditures by Major Object	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	755,819	725,512	781,398	740,344	828,379
Supplies	11,399	8,106	10,636	15,797	10,395
Maintenance	0	0	0	0	0
Services	17,978	18,457	34,011	17,491	31,252
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	785,196	752,075	826,045	773,631	870,026

Objectives

- Review plat submittals promptly to provide responsive service to the developer.
- Develop successful Capital Improvement Plan projects through detailed construction plans and meeting project design schedules.
- Ensure quality construction, reduce future maintenance costs, and maintain construction schedules of CIP projects through dedicated inspection and construction management.
- Ensure that CIP projects remain within allocated funding through detailed budget preparation, payment review, cost projection and records maintenance.
- Minimize response time for the public and respond to requests for information in a timely manner.

<u>Performance Indicators</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Pavement constructed (square yards)	4,682	3,298	6,500	18,000	8,000
Water line constructed (linear feet)	7,965	18,831	10,200	22,000	10,000
Wastewater line constructed (linear feet)	7,119	6,534	10,300	10,000	10,000
Storm drain line constructed (linear feet)	3,777	8,061	3,600	12,000	8,000
Sidewalk constructed (square feet)	38,044	19,022	24,000	30,000	20,000
Plats processed	35	32	30	30	30
Design contracts awarded	0	0	3	4	2
WTP Rehab / Update Projects	NA	1	0	0	1
WWTP Rehab / Update Projects	NA	0	1	1	2
Elevated Storage Tank Rehab / Update	NA	1	1	0	1
Lift Station Upgrades	NA	0	0	0	2

**Public Works - Streets
100-415-3**

<u>Expenditures by Major Object</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	1,153,749	1,069,211	1,326,440	1,169,422	1,396,867
Supplies	103,350	81,992	125,500	80,002	98,400
Maintenance	1,981	3,799	4,000	2,054	4,000
Services	173,757	197,372	194,238	182,353	187,487
Capital Outlay	0	3,250	0	0	0
Transfers	0	0	0	0	0
Total	1,432,837	1,355,624	1,650,178	1,433,830	1,686,754

Objectives

- Cut out and repair major street failures in advance of overlay and reconstruction programs.
- Overlay 80,000 square yards of streets.
- Wedge mill gutter lines prior to street overlay.
- Crack seal 200 blocks of streets.
- Utility cuts repaired within 7 working days.
- Cut out and repair 51,400 square feet of concrete for rehab.

<u>Performance Indicators</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Square yards of overlay completed	78,256	98,693	80,000	75,000	80,000
Linear feet of gutter wedge milled	43,211	50,034	40,000	40,000	40,000
Linear feet of curb and gutter replaced	2,900	3,926	2,000	3,500	2,000
Number of blocks crack sealed	189	179	200	150	200
Square feet of concrete rehab	70,246	28,735	25,000	35,000	51,400

**Public Works - Traffic
100-415-4**

<u>Expenditures by Major Object</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	586,708	644,703	629,417	672,963	657,343
Supplies	27,981	24,617	38,240	28,714	33,240
Maintenance	852	4	0	0	0
Services	488,672	482,249	547,758	473,386	538,308
Capital Outlay	10,265	0	4,000	0	0
Transfers	0	0	0	0	0
Total	1,114,478	1,151,573	1,219,415	1,175,063	1,228,891

Objectives

- Conduct annual routine maintenance of traffic signals and school zone flashers.
- Continue annual roadway striping program.
- Continue traffic sign replacement program.
- Continue traffic signal timing improvements on major arterials, primarily through enhancement of the adaptive traffic signal system.
- Implement an advanced traffic management system for traffic incident detection and for providing road condition information to the public.

<u>Performance Indicators</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Annual maintenance of traffic signals [71]	22	35	50	50	50
Annual striping program	2,800	5,800	50,000	75,310	75,000
Repair / replace traffic signs	222	689	500	650	600
Replace crosswalks annually	12	24	20	20	20

**Public Works - Environmental Services
100-415-5**

Expenditures by Major Object	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	237,161	252,528	254,702	261,364	263,426
Supplies	19,139	12,817	21,361	17,355	20,361
Maintenance	21	0	1,800	277	1,800
Services	72,986	79,662	114,942	127,107	114,942
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	329,307	345,006	392,805	406,103	400,529

Objectives

- Solid Waste - Perform outreach, education and technical assistance to customers. Perform field evaluation of service.
- Water Quality - Perform outreach, education and technical assistance to customers. Maintain management system for backflow and cross-connection prevention.
- Pre-Treatment - Perform outreach, education and technical assistance. Perform inspections and sampling of industrial and commercial generators.
- Storm Water - Perform outreach, education, technical assistance and drainage inspections.
- Storm Water - Implement the storm water management plan best management practices.
- Sustainability - Prepare implementation strategies for Energy Efficiency and Emission Reduction targets.
- Perform emergency / spill response and respond to customers within 24 hours.

<u>Performance Indicators</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Outreach and education initiatives	12	12	12	12	12
Field evaluation / audits of solid waste service provider	12	12	12	12	12
Inspections for backflow and cross-connection prevention	54	54	50	50	50
Inspections and sampling on industrial and commercial pre-treatment generators	66	67	50	50	50
Perform Phase II storm water audits	13	12	12	12	12
Implement Phase II storm water BMPs	28	28	28	28	28
Inventory Municipal Emissions	1	1	1	1	1

**Public Works - Facilities Services
100-118-2**

Expenditures by Major Object	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	639,097	600,776	686,755	653,572	738,894
Supplies	80,627	86,145	91,750	94,169	106,750
Maintenance	244,413	301,816	331,426	337,467	370,761
Services	907,706	1,046,147	1,286,568	1,150,393	1,336,114
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	1,871,844	2,034,884	2,396,499	2,235,601	2,552,519

Objectives

- City Hall - Replace Fan Power Heat boxes that provides heat in the building. Countertop replacement in restrooms, Utility Billing, and Inspections. Carpet in the Mayors office.
- Fire Stations - No planned projects
- Library - Painting. Replace energy management controls that are out dated. Replace main area lighting with LED fixtures.
- Roof Program - Continue program to evaluate current roof conditions, prioritize areas in need of repair, and forecast future capital needs. Recoat City Hall Roof with a reflective coating to preserve the roof.
- Municipal Service Center - Replace flooring, painting, and Access Controls/Cameras.
- The REC - Painting and floor maintenance. Replace 1 Gym and Racquetball court wood floors. These floors are from the original CAC facility that was 20 years old.

<u>Performance Indicators</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Annual major work orders completed	6,937	6,342	7,400	7,400	7,600
Non-emergency work orders completed within seven working days	97%	96	89%	95%	96%
Annual emergency call outs (after hours)	100	88	100	100	100
Number of facilities maintained	96	96	97	97	99
Percent of preventative maintenance tasks completed on schedule	98%	96	98%	97%	98%

**Public Works - Fleet Services
100-108-1**

<u>Expenditures by Major Object</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	680,872	748,989	780,638	746,308	813,920
Supplies	554,667	532,125	556,100	504,158	525,950
Maintenance	284,060	278,078	251,600	284,995	251,000
Services	24,590	24,103	34,350	23,752	29,350
Total	1,544,189	1,583,295	1,622,688	1,559,212	1,620,220

Objectives

- Maintain a low on the job, shop accident rate.
- Maintain an aggressive Preventative, Predictive Maintenance program.
- Use only top quality repair techniques to minimize vehicle downtime, while maintaining part procurement efficiency.
- Continuously monitor the average age of the fleet and replace vehicles when cost effective.
- Maintain properly specified vehicles and equipment within each department's program needs for efficiency and standardization during replacement.
- Continuously monitor all parts, fuel costs, and quality to maintain cost effectiveness and vehicle reliability.

<u>Performance Indicators</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Percent of user satisfaction with services	97%	100%	100%	100%	100%
Percent of total fleet availability (daily)	98%	99%	99%	98%	99%
Percent of repairs completed within 24 hours	98%	98%	98%	98%	98%
Average number of work orders performed monthly	283	290	300	300	300

FY 2017-18 APPROVED OPERATING BUDGET
GENERAL FUND DEPARTMENTAL SUMMARY
417 - DEVELOPMENT SERVICES

Expenditures by Division	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Administration	203,576	214,052	222,448	221,747	227,421
Building Inspection	771,842	807,225	831,614	817,683	821,120
Planning	297,693	313,227	336,820	327,182	347,730
Total	1,273,111	1,334,504	1,390,882	1,366,612	1,396,271

<u>DEVELOPMENT SERVICES</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2017</u>	<u>2018</u>
Development Services Director	1	1	1	1	1
Code Enforcement Officer	2	2	2	2	2
Plans Examiner/Field Coordinator	1	1	1	1	1
Plans Examiner/Inspector	1	1	1	1	1
Building Inspector II	4	4	4	4	4
Development Services Assistant	1	1	1	1	1
Building Permit Clerk	2	2	2	2	2
Planner II	1	1	1	1	1
Planning & Development Manager	1	0	0	0	0
Asst. Director of Dev. Svc	0	1	1	1	1
Planning Technician	1	1	1	1	1
TOTAL FULL-TIME POSITIONS	15.00	15.00	15.00	15.00	15.00

Development Services - Administration
100-417-1

<u>Expenditures by Major Object</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	180,054	189,232	197,318	196,735	202,291
Supplies	12,194	13,098	16,200	12,758	16,200
Maintenance	0	0	0	0	0
Services	11,328	11,722	8,930	12,254	8,930
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	203,576	214,052	222,448	221,747	227,421

Objectives

- Continue to ensure timely, accurate, and thorough customer service is provided from the Building Department.
- Work closely with Economic Development Department to ensure that the development goals of the city are met.
- Continue to provide immediate zoning and economic development assistance to customers that call or walk in.
- Implement site visits to local businesses and industry to promote business development.
- Provide miscellaneous pamphlets, brochures and marketing material to facilitate and promote development in the community.

<u>Performance Indicators</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Square feet of commercial construction	587,106	799,024	170,000	320,000	180,000
Square feet of industrial construction	0	432,178	5,000	5,000	5,000

**Development Services - Building Inspections
100-417-2**

<u>Expenditures by Major Object</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	698,729	715,920	749,285	728,244	740,791
Supplies	22,226	18,819	27,146	24,567	25,146
Maintenance	0	0	0	0	0
Services	50,887	72,486	55,183	64,872	55,183
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	771,842	807,225	831,614	817,683	821,120

Objectives

- Obtain certifications in adopted technical codes.
- Provide in-house and outside training for certification exams.
- Convert permit documents into Laserfiche digitized format.
- Continue to provide effective code enforcement and notification of violation to property owners.

<u>Performance Indicators</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Average number of days for plan review comments to be forwarded to applicant:					
- residential	1.0	1.2	3	2.1	3
- signs	0.7	0.9	3	1.4	3
- commercial alterations and finish	2.5	2.5	10	6.2	10
- new commercial buildings	6.7	5.2	15	20.3	15
Number of new professional licenses / certifications attained:	0	0	3	0	3
Average number of days to respond to nuisance and zoning complaints	1	1	1	1	1

**Development Services - Planning
100-417-3**

Expenditures by Major Object	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	288,419	303,041	313,290	311,819	324,200
Supplies	4,474	5,078	10,530	3,542	10,530
Maintenance	0	0	0	0	0
Services	4,800	5,108	13,000	11,821	13,000
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	297,693	313,227	336,820	327,182	347,730

Objectives

- Respond to all zoning / development activity inquiries in a timely manner.
- Maintain / update zoning case files and maintain a log of all such activity for reference.
- Create and maintain the official city zoning map in-house.
- Provide a thorough staff review of applicant requests and allow applicants more time to resolve development issues associated with zoning, conditional / special uses and variance applications.
- Conduct required tri-annual workshops and additional workshops as needed with the Planning and Zoning Commission to review the Comprehensive Master Plan and Zoning Ordinance.
- Create and maintain the official Land Use Map (current and future).
- Maintain and update the official Master Plan.

<u>Performance Indicators</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Average staff processing time for initial review of zoning, conditional and special use applications (days)	19	19	19	15	19
Average response from applicant regarding initial review (days)	7	7	7	8	7
Public hearing case preparation time	16	16	16	14	16
Variance application processing time	36	36	36	25	36
Administrative site plan processing time	30	30	30	40	30
Number of workshops with the Planning and Zoning Commission	3	3	3	3	3

FY 2017-18 APPROVED OPERATING BUDGET
FUND 130 - DEBT SERVICE

- Budget At-A-Glance -

	2015-16	2016-17	2016-17	2017-18
REVENUE AND OTHER FINANCING SOURCES:	Actual	Budget	Estimate	Approved
Property Taxes	11,164,476	11,656,719	10,772,451	12,057,538
Transfers from Other Funds	2,677,080	2,674,475	4,087,250	2,787,924
Interest Income	89,081	40,000	145,814	105,000
Total	13,930,638	14,371,194	15,005,515	14,950,462
	2015-16	2016-17	2016-17	2017-18
EXPENDITURES AND OTHER FINANCING USES:	Actual	Budget	Estimate	Approved
General Obligation Debt Payments	13,087,895	10,259,033	11,674,025	9,668,071
Certificates of Obligation Debt Payments	3,750,785	3,464,738	4,061,585	4,141,845
Tax Notes and Notes Payable	640,822	644,572	677,275	760,715
Fiscal Agent & Bond Issuance Fees	49,187	0	39,055	60,000
Pymt to Refund Bond Escrow Agent	0	0	1,391,182	0
Total	17,528,689	14,368,343	17,843,122	14,630,631
	2015-16	2016-17	2016-17	2017-18
TOTAL OUTSTANDING DEBT: ⁽¹⁾	Actual	Budget	Estimate	Approved
General Obligation	127,888,891	112,158,646	112,158,646	104,426,015
Certificates of Obligation	30,028,129	20,046,548	20,046,548	40,341,607
Sales Tax Revenue Bonds	30,269,672	28,674,237	28,674,237	27,080,828
Tax Notes and Notes Payable	3,150,385	2,629,605	2,629,605	2,821,051
Total	191,337,078	163,509,036	163,509,036	174,669,501

⁽¹⁾ Total Principal and Interest; Does not include Tax Increment Financing (TIRZ) debt obligations.
As of October 1, 2017 total outstanding principal and interest of TIRZ obligations is \$20,672,050.

FY 2017-18 APPROVED OPERATING BUDGET
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
DEBT SERVICE FUND

	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
BEGINNING FUND BALANCE:	16,920,164	17,358,438	13,760,386	13,760,386	10,922,779
OPERATING REVENUE:					
Property Taxes - Current	11,891,483	11,078,151	11,586,719	10,695,200	11,987,538
Property Taxes - Delinquent	47,450	86,325	70,000	77,252	70,000
Interest Income	30,241	89,081	40,000	145,814	105,000
Total Operating Revenue	11,969,175	11,253,558	11,696,719	10,918,265	12,162,538
TRANSFERS IN:					
Transfer from Municipal Ct. Technology Fund	55,825	0	0	0	0
Transfer from CVB Fund	1,935,950	1,081,644	1,081,066	1,081,066	1,195,210
Transfer from SDUS Fund	318,735	0	0	0	0
Transfer from Lake Parks Fund	321,014	0	0	0	0
Transfer from Economic Development Fund	1,594,027	1,595,436	1,593,409	1,593,409	1,592,714
Bond Proceeds/Refunding/Premiums	13,785,676	0	0	1,412,775	0
Total Transfers In	18,011,227	2,677,080	2,674,475	4,087,250	2,787,924
TOTAL REVENUE AND TRANSFERS	29,980,402	13,930,638	14,371,194	15,005,515	14,950,462
OPERATING EXPENDITURES:					
G.O. Bond Interest Payments	3,473,104	3,587,895	3,224,033	3,359,025	3,063,071
G.O. Bond Principal Payments	7,300,000	9,500,000	7,035,000	8,315,000	6,605,000
C.O. Interest Payments	1,658,690	1,750,690	1,437,874	1,664,721	1,848,151
C.O. Principal Payments	1,708,386	2,000,095	2,026,864	2,396,864	2,293,694
Tax and Note Interest Payments	97,315	69,289	56,756	89,456	43,120
Tax and Note Principal Payments	1,400,341	571,533	587,816	587,819	717,595
Fiscal Agent & Bond Fees	260,969	49,187	0	39,055	60,000
Pynt to Refund Bond Escrow Agent	13,643,322	0	0	1,391,182	0
Total Operating Expenditures	29,542,128	17,528,689	14,368,343	17,843,122	14,630,631
TRANSFERS OUT:	0	0	0	0	0
TOTAL EXPENDITURES AND TRANSFERS	29,542,128	17,528,689	14,368,343	17,843,122	14,630,631
SURPLUS / (DEFICIT)	438,274	(3,598,052)	2,851	(2,837,608)	319,831
ENDING FUND BALANCE:	17,358,438	13,760,386	13,763,237	10,922,779	11,242,610
FUND BALANCE REQUIREMENT:	5,827,488	3,457,714	2,834,303	3,519,739	2,886,042

* Fund balance requirement is 20% of total budgeted expenditures (72 days of operation).
The FY 2017-18 projected Ending Fund Balance represents **280** days of operation.

ANNUAL DEBT SERVICE

City of Grapevine, Texas Aggregate General Obligation Debt Outstanding

Period Ending	Principal	Interest	Debt Service
09/30/2018	12,538,694	5,117,151.13	17,655,845.13
09/30/2019	12,180,590	4,551,499.30	16,732,089.30
09/30/2020	10,382,553	4,120,164.54	14,502,717.54
09/30/2021	10,050,000	3,686,342.52	13,736,342.52
09/30/2022	8,360,000	3,295,973.77	11,655,973.77
09/30/2023	7,505,000	2,955,917.52	10,460,917.52
09/30/2024	7,530,000	2,636,817.52	10,166,817.52
09/30/2025	7,870,000	2,359,664.40	10,229,664.40
09/30/2026	8,215,000	2,068,308.15	10,283,308.15
09/30/2027	5,890,000	1,755,287.52	7,645,287.52
09/30/2028	5,770,000	1,519,554.39	7,289,554.39
09/30/2029	6,055,000	1,278,026.26	7,333,026.26
09/30/2030	5,760,000	1,038,901.26	6,798,901.26
09/30/2031	5,815,000	810,903.76	6,625,903.76
09/30/2032	6,110,000	556,418.76	6,666,418.76
09/30/2033	6,395,000	266,259.39	6,661,259.39
09/30/2034	1,215,000	98,081.27	1,313,081.27
09/30/2035	1,240,000	59,040.64	1,299,040.64
09/30/2036	575,000	29,615.63	604,615.63
09/30/2037	590,000	9,956.25	599,956.25
	130,046,837	38,213,883.98	168,260,720.98

ANNUAL DEBT SERVICE

Grapevine 4B Economic Development Corporation Aggregate Sales Tax Revenue Debt Outstanding

Period Ending	Principal	Interest	Debt Service
09/30/2018	695,000	897,714.00	1,592,714.00
09/30/2019	715,000	877,912.25	1,592,912.25
09/30/2020	740,000	853,654.00	1,593,654.00
09/30/2021	770,000	824,855.50	1,594,855.50
09/30/2022	800,000	791,700.00	1,591,700.00
09/30/2023	840,000	754,278.00	1,594,278.00
09/30/2024	880,000	712,672.00	1,592,672.00
09/30/2025	925,000	667,214.25	1,592,214.25
09/30/2026	975,000	617,938.00	1,592,938.00
09/30/2027	1,030,000	564,434.00	1,594,434.00
09/30/2028	1,085,000	506,409.50	1,591,409.50
09/30/2029	1,150,000	443,414.00	1,593,414.00
09/30/2030	1,220,000	374,957.50	1,594,957.50
09/30/2031	1,295,000	300,548.25	1,595,548.25
09/30/2032	1,370,000	220,731.50	1,590,731.50
09/30/2033	1,455,000	136,122.75	1,591,122.75
09/30/2034	1,545,000	46,272.75	1,591,272.75
	17,490,000	9,590,828.25	27,080,828.25

FY 2017-18 APPROVED OPERATING BUDGET
 FUND 174 - CAPITAL / STREET MAINTENANCE PROGRAM

- Budget At-A-Glance -

REVENUE AND OTHER FINANCING SOURCES:	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Transfers In	3,279,000	3,279,000	3,279,000	2,645,000
Interest Income	11,721	3,500	25,378	24,000
Total	3,349,839	3,282,500	3,475,255	2,669,000
EXPENDITURES AND OTHER FINANCING USES:	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Facilities Maintenance Projects	446,338	426,000	621,831	426,000
Parks Maintenance Projects	1,164,426	1,097,000	1,411,962	1,097,000
Street Maintenance and Overlay	1,241,052	1,255,000	1,454,840	1,255,000
Traffic Signal, Striping and Signing Maint.	414,974	501,000	475,042	501,000
Operating Transfers Out	387,821	0	0	0
Total	3,654,611	3,279,000	3,963,675	3,279,000

Capital / Street Maintenance Program

The Capital / Street Maintenance Program consists of systematic facility repairs and major maintenance projects funded by an operating transfer from the General fund. Project lists are developed each year from a long-range facility maintenance schedule, which incorporates routine scheduled maintenance and recommended replacement and upgrading of facilities and permanent capital assets. The schedule lists all planned capital maintenance projects within the next five years.

Capital maintenance projects are grouped in two categories: facilities maintenance and parks maintenance, and funded by an operating transfer from the General fund. Facilities maintenance projects are budgeted at \$426,000 and Parks maintenance projects are budgeted at \$1,097,000 as the City continues to pursue its diligent preventative maintenance program that has extended the useful life of infrastructure assets and allows the City flexibility in expenditure planning.

The Street Maintenance program consists of overlay projects designed to maintain a five-year maintenance schedule and street reconstruction. Street maintenance projects are funded by an operating transfer from the General fund. Expenditures are budgeted at \$1.25 million. The Traffic Signal, Signing & Striping Maintenance Program is responsible for the maintenance, repair and/or replacement of traffic and school zone signals, pavement and crosswalk markings, and street signs. Expenditures are budgeted at \$501,000 for FY18.

Impact of Capital / Street Maintenance Projects to Operating Budget

Some projects may have a fiscal impact to the City's operating funds as routine maintenance and operational expenditures are necessary to utilize the completed project. When an operating impact has been identified, it is included on the project description sheet, and costs are projected for the next three years. Upon approval of the project for annual expenditure, the fiscal impact is integrated into the operating budget.

The estimated operating budget impact of Facilities Maintenance projects is calculated on a cost per square-foot basis. The comprehensive preventative maintenance program implemented for general facilities incorporates tasks such as routine repairs, preventive maintenance and replacement costs. The amount is adjusted annually for inflation.

Square Footage Maintained	263,387
Cost per Square Foot	\$0.86
Estimated Operating Impact	\$227,774

Capital / Street Maintenance Long-Range Planning Process

The long-range planning process is used as a tool to identify major capital maintenance needs in advance of requirement. By identifying major needs in advance, projects can then be ranked and prioritized. The long-range plan can also be used to reduce the severity of major spikes in maintenance costs.

The planning process for Facilities and Parks maintenance is a five-year plan by facility and maintenance activity or project. The Facilities Services division of the Public Works department prioritizes other departmental requests for projects along with known maintenance requirements.

The Parks and Recreation department schedules identified ground improvements maintenance projects according to priorities and funding level. The long-range planning effort provides for a stable annual level of expenditures to insure the continued maintenance of general purpose and recreational facilities and grounds.

The Planning process for Street maintenance is a five-year plan to maintain and improve the City's roadways, sidewalks, signals, signs and pavement markings. The Public Works department is responsible for the surface repair and preventive maintenance of streets throughout the City. This is accomplished by reducing pavement deterioration with proper maintenance techniques and systematic inspection. The program of work resurfaces 130,000 square yards, or 8.2 miles of streets annually, repairs 800 linear feet of deteriorated curb and gutter, and crack seals 200 blocks each year.

FY 2017-18 APPROVED OPERATING BUDGET
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
FUND 174 - CAPITAL / STREET MAINTENANCE PROGRAM

	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
BEGINNING FUND BALANCE:	1,853,283	1,917,887	1,613,115	1,613,115	1,124,695
OPERATING REVENUE:					
Interest Income	4,348	11,721	3,500	25,378	24,000
Participation	0	0	0	24,822	0
Miscellaneous	0	59,118	0	146,055	0
Total Operating Revenue	4,348	70,839	3,500	196,255	24,000
TRANSFERS IN:	3,279,000	3,279,000	3,279,000	3,279,000	2,645,000
TOTAL REVENUE AND TRANSFERS	3,283,348	3,349,839	3,282,500	3,475,255	2,669,000
OPERATING EXPENDITURES:					
Facilities Maintenance	533,746	446,338	426,000	621,831	426,000
Parks Maintenance	849,696	1,164,426	1,097,000	1,411,962	1,097,000
Street Maintenance and Overlay	1,430,445	1,241,052	1,255,000	1,454,840	1,255,000
Traffic Signal, Striping and Signing Maint.	404,857	414,974	501,000	475,042	501,000
Total Operating Expenditures	3,218,743	3,266,790	3,279,000	3,963,675	3,279,000
TRANSFERS OUT:	0	387,821	0	0	0
TOTAL EXPENDITURES AND TRANSFERS	3,218,743	3,654,611	3,279,000	3,963,675	3,279,000
SURPLUS / (DEFICIT)	64,604	(304,772)	3,500	(488,420)	(610,000)
ENDING FUND BALANCE:	1,917,887	1,613,114.91	1,616,615	1,124,695	514,695

**FY 2017-18 APPROVED OPERATING BUDGET
CAPITAL / STREET MAINTENANCE PROGRAM
FACILITIES MAINTENANCE PROJECTS**

<u>FACILITIES MAINTENANCE PROJECTS:</u>	<u>FY 2017-18 APPROVED</u>
174-74004-118-001 City Hall	35,000
174-74004-118-002 The Rec	150,000
174-74004-118-003 Public Safety Building	28,000
174-74004-118-004 Municipal Service Center	35,000
174-74004-118-005 Library	40,000
174-74004-118-007 Fire Stations	18,000
174-74004-118-008 Animal Control	5,000
174-74004-118-009 Park Facilities	35,000
174-74004-118-012 Roof Program	40,000
174-74004-118-013 Emergency Fund	15,000
174-74004-118-016 Indoor Air Quality Testing	5,000
174-74004-118-020 Electrical Maintenance & Repairs	10,000
174-74004-118-024 Energy Efficiency Upgrades	10,000
TOTAL FACILITIES MAINTENANCE PROJECTS:	\$426,000

**FY 2017-18 APPROVED OPERATING BUDGET
CAPITAL / STREET MAINTENANCE PROGRAM
PARKS MAINTENANCE PROJECTS**

<u>PARKS MAINTENANCE PROJECTS:</u>		<u>FY 2017-18 APPROVED</u>
174-74015-312-051	Irrigation Systems	150,000
174-74015-312-052	Landscaping	250,000
174-74015-312-053	Electrical Replacement/Repair	10,000
174-74015-312-055	Athletic Field Maintenance	20,000
174-74015-312-056	Re Trail Maintenance	20,000
174-74015-312-057	Fence Replacement	60,000
174-74015-312-059	Water Drinking Fountains	10,000
174-74015-312-060	Park Signage Replacement	80,000
174-74015-312-061	Trash Receptacle Replacement	10,000
174-74015-312-063	Park Maintenance Projects	20,000
174-74015-312-065	Playground Surfacing Replacement	15,000
174-74015-312-066	Small Park Amenities Replacement	20,000
174-74015-312-067	Playground Accessibility Improvements	150,000
174-74015-312-068	Special Event Equipment Replacement	10,000
174-74015-312-069	Recreation Equipment Repair/Replacement	65,000
174-74015-312-070	Aquatics Repairs and Replacements	85,000
174-74015-312-075	Holiday Decorations Upgrade & Replacement	20,000
174-74015-312-077	Park Facility Upgrade/Improvements	40,000
174-74015-312-079	Oak Grove Ballfield Complex	42,000
174-74015-312-082	Botanical Gardens	20,000
TOTAL PARKS MAINTENANCE PROJECTS		1,097,000

**FY 2017-18 APPROVED OPERATING BUDGET
CAPITAL / STREET MAINTENANCE PROGRAM
STREET AND SIGNAL MAINTENANCE PROJECTS**

<u>STREET & SIGNAL MAINTENANCE PROJECTS:</u>		FY 2017-18 <u>APPROVED</u>
174-43301-415-090	Annual Street Maintenance & Overlay Program	1,255,000
174-43301-415-093	Traffic Signal, Signing & Striping Maintenance	501,000
TOTAL STREET & SIGNAL MAINTENANCE PROJECTS:		\$1,756,000

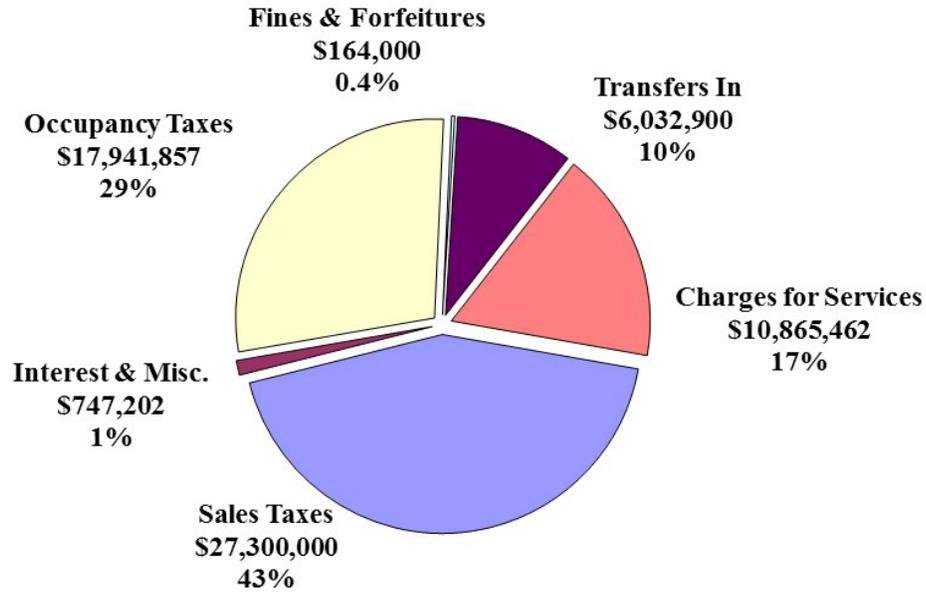
CITY OF GRAPEVINE, TEXAS
 FY 2017-18 APPROVED OPERATING BUDGET
 SUMMARY TABLE OF ALL FUNDS

-- SPECIAL REVENUE FUNDS --

	Convention & Visitors Fund	CVB Incentives Fund	Stormwater Drainage Fund	Crime Control & Prevention Fund	Lake Parks Fund	4B Transit Fund	Economic Development Fund	Total All Funds
REVENUES AND OTHER FINANCING SOURCES:								
Sales Taxes				13,650,000		13,650,000		27,300,000
Occupancy Taxes	13,263,151	4,678,706						17,941,857
Fines and Forfeitures				160,000				160,000
Charges for Services	6,959,000		1,431,462		2,475,000			10,865,462
Interest Income	50,000	60,000	10,000	15,100		160,000	60,000	355,100
Transfers In	385,150			2,235,250			3,412,500	6,032,900
Miscellaneous	362,692			4,410	25,000			392,102
Total Revenues	21,019,993	4,738,706	1,441,462	16,064,760	2,500,000	13,810,000	3,472,500	63,047,421
EXPENDITURES AND OTHER FINANCING USES:								
Personnel	6,361,185		524,394	12,057,099	234,055		473,576	19,650,309
Supplies	762,150	100,000	34,700	557,429	199,050		6,300	1,659,629
Maintenance	569,350		125,000	173,700	151,500			1,019,550
Services	10,692,053	4,638,706	350,440	3,276,532	1,256,090		1,370,412	21,584,233
Transfers Out	2,485,109		108,110		591,305	3,797,650	1,852,777	8,834,951
Intergovernmental / Inter-Agency						9,852,350		9,852,350
Capital Outlay	43,500		197,000		68,000			308,500
Total Expenditures	20,913,347	4,738,706	1,339,644	16,064,760	2,500,000	13,650,000	3,703,065	62,909,522
NET CHANGE IN FUND BALANCE	106,646	0	101,818	0	0	160,000	(230,565)	137,899
BEGINNING FUND BALANCE	12,691,293	10,782,562	1,547,923	(466,261)	(2,331,519)	10,580,724	11,130,868	44,029,175
ENDING FUND BALANCE	12,797,940	10,782,562	1,649,742	(466,261)	(1,927,714)	10,740,724	10,900,303	44,570,880

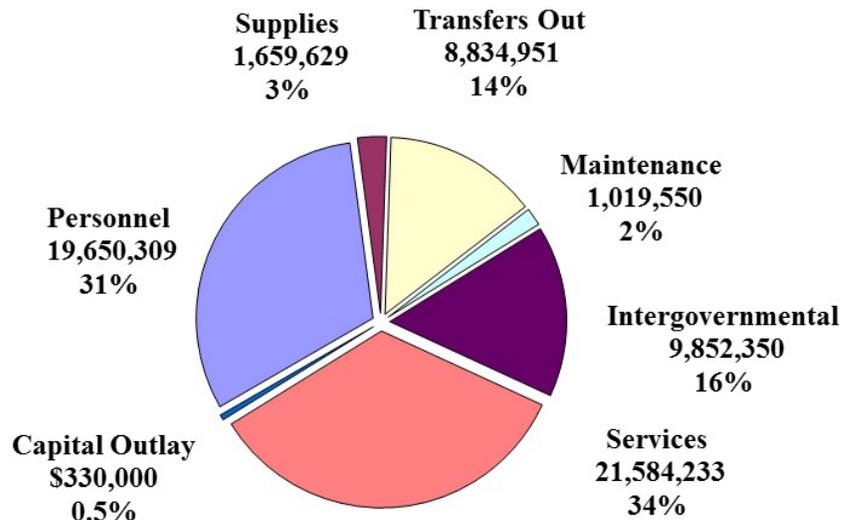
REVENUE FUNDING SOURCES

"Where The Money Comes From"



EXPENDITURE FUNDING USES

"Where the Money Goes"



Revenue and Other Financing Sources

FY18 revenue is budgeted at \$63 million, an increase of \$2.8 million (5%) from the previous year. Revenue in the Convention & Visitors fund, the largest of the category, is budgeted at \$21 million and represents an increase of \$800,000 from the previous budget year.

Sales Taxes represent the largest revenue stream at 43% of total revenues. Sales taxes are budgeted at \$27.3 million, split equally between the CCPD and 4B funds. Collections in FY17 were \$26.7 million, and represented a decline of \$870,000 from the prior year. In the 4B Transit fund, 3/8-cent of collections are remitted to the Fort Worth Transportation Authority (The “T”) in support of commuter rail.

SALES TAXES	<u>FY-2012</u>	<u>FY-2013</u>	<u>FY-2014</u>	<u>FY-2015</u>	<u>FY-2016</u>	<u>FY-2017</u>
SPECIAL REVENUE FUNDS						
4B Transit (3/8 cent)	\$8,160,456	\$8,715,679	\$9,240,844	\$9,573,493	\$9,881,507	\$9,408,363
4B Capital (1/8 cent)	\$3,476,988	\$3,574,738	\$3,771,644	\$3,982,577	\$4,170,133	\$4,062,180
CCCPD (1/2 cent)	\$11,286,914	\$11,958,485	\$12,630,599	\$13,196,743	\$13,517,360	\$13,229,439
Collections	\$22,924,358	\$24,248,902	\$25,643,087	\$26,752,813	\$27,569,000	\$26,699,982
Increase / (Decrease)	\$498,912	\$1,324,544	\$1,394,186	\$1,109,725	\$816,187	(\$869,018)
% Change	2%	6%	6%	4%	3%	-3%

Occupancy Taxes are obtained through the assessment of a 7% tax levy to the rental rate of hotel and motel rooms within the City. Funds generated by the occupancy tax are required to be used in a manner that directly enhances and promotes tourism and the convention and hotel industry. Occupancy taxes are budgeted at \$17.9 million and are the second largest source of revenue at 28%. FY17 collections are estimated at \$18.8 million and represent a slight decline of \$163,000 from the previous year. The City collects occupancy taxes from twenty properties within its jurisdiction with a combined capacity of 5,411 rooms.

OCCUPANCY TAXES	<u>FY-2012</u>	<u>FY-2013</u>	<u>FY-2014</u>	<u>FY-2015</u>	<u>FY-2016</u>	<u>FY-2017</u>
Collections	\$12,245,051	\$12,772,217	\$14,025,119	\$18,096,508	\$18,963,787	\$18,800,655
Increase / (Decrease)	\$140,145	\$527,166	\$1,252,902	\$4,071,389	\$867,279	(\$163,133)
% Change	1%	4%	10%	29%	5%	-1%

Charges for Services includes revenue from Grapevine Vintage Railroad operations, facility rental fees, food, beverage and merchandise sales, stormwater drainage fees, recreation and camping fees, and the Grapevine Visitor Shuttle. Revenue in this category is budgeted at \$10.8 million, up \$500,000 from the previous year. Revenue from festivals is projected at \$3.4 million. The Grapevine Vintage Railroad is projected to generate \$1.9 million in revenue. Revenue for the Grapevine Visitor Shuttle is budgeted at \$135,000. Facility rental income is budgeted at \$891,000.

CHARGES FOR SERVICES	<u>FY-2012</u>	<u>FY-2013</u>	<u>FY-2014</u>	<u>FY-2015</u>	<u>FY-2016</u>	<u>FY-2017</u>
SPECIAL REVENUE FUNDS						
CVB	\$5,699,850	\$5,820,755	\$6,262,456	\$6,992,868	\$7,215,515	\$7,751,220
Stormwater Drainage	\$1,380,285	\$1,388,412	\$1,383,959	\$1,390,438	\$1,419,671	\$1,422,563
Lake Parks	\$1,914,839	\$1,987,139	\$2,159,318	\$1,139,014	\$570,268	\$2,294,840
Collections	\$8,994,974	\$9,196,306	\$9,805,733	\$9,522,320	\$9,205,454	\$11,468,623
Increase / (Decrease)	\$304,962	\$201,332	\$609,427	(\$283,413)	(\$316,866)	\$2,263,169
% Change	4%	2%	7%	-3%	-3%	25%

Stormwater drainage fee revenue, budgeted at \$1.4 million, is generated by the assessment of a monthly fee on all developed properties within the City. Funds collected through the monthly billings provide much needed drainage maintenance, repair and construction activities related to storm drainage facilities. The revenue collected from the Stormwater Drainage Utility can only be spent on drainage related issues. For owners of single-family residential properties, the fee is \$4 per month. Apartments and all commercial and non-residential properties are billed a fee based upon the size of their land area, taking into account the existing impervious area of the land. An evaluation has been made for each property in order to determine the appropriate charge.

Recreation and camping fees are budgeted at \$2.4 million and are derived from activities on approximately 770 acres of parkland surrounding Lake Grapevine and leased from the U.S. Army Corps of Engineers. Revenue in this category was severely impacted by flooding at the Vineyards campground in the spring of 2015 and again in the fall. Repairs were completed in late 2016 and the facility was fully operational in 2017, generating revenue of \$2.3 million.

Expenditures and Other Financing Uses

Expenditures of Special Revenue funds total \$62.9 million, a decrease of \$4.3 million (-6%) from the prior year's budget. The Convention & Visitors fund accounts for the largest percentage of expenditures, at 33%. The CCPD fund is the second largest cost center at 26%, while the 4B Transit & Capital CCPD fund accounts for 22% of total expenditures. Total expenditures in FY17 were \$65.5 million, up 16% from the previous year.

SPECIAL REVENUE FUNDS	<u>FY-2013</u>	<u>FY-2014</u>	<u>FY-2015</u>	<u>FY-2016</u>	<u>FY-2017</u>
Total Expenditures By Fund					
Convention & Visitors ⁽¹⁾	\$19,950,452	\$19,667,002	\$17,628,011	\$18,299,208	\$19,532,128
CVB Incentives	NA	NA	\$1,867,575	\$2,452,482	\$3,242,414
Stormwater Drainage	\$2,552,910	\$2,047,548	\$1,845,263	\$1,171,487	\$1,147,966
Crime Control & Prevention	\$13,302,380	\$13,476,141	\$13,396,627	\$14,070,170	\$15,394,365
Lake Parks	\$1,902,732	\$2,489,347	\$1,558,331	\$1,587,118	\$2,196,158
4B Transit & Capital ⁽²⁾	\$9,294,702	\$41,790,000	\$11,060,669	\$15,078,664	\$20,235,462
Economic Development	NA	\$91,820	\$2,924,434	\$3,792,267	\$3,745,982
Municipal Court Technology	\$23,472	\$31,875	\$55,825	NA	NA
Total	\$47,026,648	\$79,593,733	\$50,336,736	\$56,451,396	\$65,494,475
Increase / (Decrease)	\$3,299,679	\$32,567,085	-\$29,256,997	\$6,114,660	\$9,043,079
% Change	8%	69%	-37%	12%	16%

(1) Prior to FY15, also contained expenditures of CVB Incentives fund.
(2) Prior to FY14, also contained expenditures of the Economic Development fund.

Personnel expenses are the second largest expenditure category, totaling 31% of budgeted expenditures. Personnel expenses are budgeted at \$19.6 million, with public safety employees in the CCPD fund accounting for 61% of

Convention & Visitors	\$6,361,185	32.4%
Stormwater Drainage	\$524,394	2.7%
Crime Control & Prevention	\$12,057,099	61.4%
Economic Development	\$473,576	2.4%
Lake Parks	\$234,055	1.2%
Total	\$19,650,309	100.0%

the total. The CCPD fund also contains the majority of total authorized positions with 136.48 FTE, up 1.9 from the previous budget year. With the opening of the public safety complex in spring 2017, Council authorized the addition of six jailers, two property/evidence technicians and three records specialists.

The FY 2018 budget contains one additional position, a roundhouse mechanic for the Grapevine Vintage Railroad.

Authorized positions in the Convention & Visitors fund total 83.54 FTE. Authorized positions in the Stormwater Drainage fund total 8.0 FTE. Authorized positions in the Economic Development fund total 3.5 FTE. Actual expenditures in FY17 totaled \$18.2 million and represented an increase of \$1 million (6%) over FY16.

Supplies are budgeted at \$1.6 million. Actual expenditures in FY17 totaled \$2.5 million and represented a decrease of 2% from FY16. Supplies represent 3% of Special Revenue Fund expenditures, down from 3.5% the previous budget year.

Convention & Visitors	\$762,150	45.9%
CVB Incentives	\$100,000	6.0%
Stormwater Drainage	\$34,700	2.1%
Crime Control & Prevention	\$557,429	33.6%
Economic Development	\$6,300	0.4%
Lake Parks	\$199,050	12.0%
Total	\$1,659,629	100.0%

Services are budgeted at \$21.5 million and represent a decrease of \$5.7 million (-21%) from FY17. The decline is due to the transfer of rail station design and construction expenses from the 4B budget to the general facilities capital projects fund. Expenditures in the Convention & Visitors fund are budgeted at \$10.7 million and represent 49.5% of the total. Expenditures for services in the CCPD fund are budgeted at \$3.2 million and are primarily comprised of charges for employee health/life/dental coverage, fleet maintenance charges, and technology charges. Total expenditures for services in FY17 were \$20.9 million and represent a decrease of \$500,000 from the prior year. Services represent 34% of Special Revenue Fund expenditures, down from 41% the previous budget year.

Convention & Visitors	\$10,692,053	49.5%
CVB Incentives	\$4,638,706	21.5%
Stormwater Drainage	\$350,440	1.6%
Crime Control & Prevention	\$3,276,532	15.2%
Lake Parks	\$1,256,090	5.8%
Economic Development	\$1,370,412	6.3%
Total	\$21,584,233	100.0%

Intergovernmental expenditures are budgeted at \$9.4 million and represents contractual payments from the 4B fund to The “T” transit authority for future commuter rail service. This amount represents 75% of the ½ cent sales tax collected for economic development.

Transfers Out are budgeted at \$8.8 million, up \$70,000 from the previous year. Transfers out primarily consist of administrative fee payments to the General fund in lieu of taxes. Other transfers include principal and interest payments to the Debt Service fund and funding for replacement vehicles and equipment purchased via the Capital Equipment Acquisition fund. Actual expenditures in FY17 totaled \$9.4 million. Transfers represent 14% of Special Revenue Fund expenditures.

Convention & Visitors	\$2,485,109	28.1%
Stormwater Drainage	\$108,110	1.2%
Economic Development	\$1,852,777	21.0%
4B Transit	\$3,797,650	43.0%
Lake Parks	\$591,305	6.7%
Total	\$8,834,951	100.0%

FY 2017-18 APPROVED OPERATING BUDGET
FUNDS 115 & 216 - CONVENTION AND VISITORS BUREAU

- Budget At-A-Glance -

REVENUE AND OTHER FINANCING SOURCES:	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Occupancy Taxes	13,955,600	12,651,734	13,848,816	13,263,151
Facility Rental Income	697,334	843,000	940,126	891,000
Interest Income	42,887	0	107,933	50,000
Sales & Merchandise	620,413	593,000	718,683	633,000
Train Operations	2,010,032	1,900,000	2,193,028	1,900,000
Festivals & New Vintage	3,743,242	3,366,000	3,784,819	3,400,000
Visitor Shuttle System	144,493	157,000	114,565	135,000
Transfers In	331,126	371,103	330,613	385,150
Miscellaneous	497,464	370,292	440,613	362,692
Total	22,042,592	20,252,129	22,479,195	21,019,993

EXPENDITURES AND OTHER FINANCING USES:	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel	5,666,550	6,147,521	5,669,812	6,361,185
Supplies	775,577	818,304	673,629	762,150
Maintenance	246,825	266,100	255,704	569,350
Services	4,236,108	5,556,112	4,856,463	5,728,900
Festival & Train Operations	4,153,757	4,796,800	4,920,252	4,963,153
Transfers Out	3,135,399	2,594,586	3,053,550	2,485,109
Capital Outlay	84,991	69,807	102,718	43,500
Total	18,299,208	20,249,230	19,532,128	20,913,347

EXPENDITURES AND PERSONNEL BY PROGRAM:	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved	Personnel ⁽¹⁾
Sales, Promotions and Administration	10,837,731	11,632,189	11,151,459	11,847,550	41.28
Facilities	1,498,865	1,678,309	1,606,040	1,818,548	14.08
Festivals & New Vintage	3,583,893	4,024,562	3,589,564	4,019,738	5.24
Grapevine Vintage Railroad	1,764,692	2,143,564	2,566,334	2,427,811	14.99
Visitor Shuttle System	597,470	742,206	605,720	770,300	7.95
Sister Cities	10,189	22,300	8,103	22,300	NA
Wine Pouring Society	6,368	6,100	4,908	7,100	NA
Total	18,299,208	20,249,230	19,532,128	20,913,347	83.54

⁽¹⁾ In full-time equivalents

FY 2017-18 APPROVED OPERATING BUDGET
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
CONVENTION AND VISITORS BUREAU FUND

	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
BEGINNING FUND BALANCE:	2,430,230	6,000,843	9,744,226	9,744,226	12,691,293
OPERATING REVENUE:					
Occupancy Taxes	13,504,011	13,955,600	12,651,734	13,848,816	13,263,151
Facility Rental Income	691,727	697,334	843,000	940,126	891,000
Interest Income	13,376	42,887	0	107,933	50,000
Sales & Merchandise	534,245	620,413	593,000	718,683	633,000
Train Operations	2,040,524	2,010,032	1,900,000	2,193,028	1,900,000
Festivals & New Vintage	3,577,614	3,743,242	3,366,000	3,784,819	3,400,000
Visitor Shuttle System	148,757	144,493	157,000	114,565	135,000
Miscellaneous Income	304,317	497,464	370,292	440,613	362,692
Total Operating Revenue	20,814,571	21,711,466	19,881,026	22,148,582	20,634,843
TRANSFERS IN:					
Transfer from 4B Economic Devl. Fund	350,590	331,126	371,103	330,613	385,150
Transfer from General Fund	33,463	0	0	0	0
Total Transfers In	384,053	331,126	371,103	330,613	385,150
TOTAL REVENUE & TRANSFERS	21,198,624	22,042,592	20,252,129	22,479,195	21,019,993
OPERATING EXPENDITURES:					
Personnel	5,249,802	5,666,550	6,147,521	5,669,812	6,361,185
Supplies	803,470	775,577	818,304	673,629	762,150
Maintenance	192,478	246,825	266,100	255,704	569,350
Services	4,188,619	4,236,108	5,556,112	4,856,463	5,728,900
Festival & Train Operations	3,841,317	4,153,757	4,796,800	4,920,252	4,963,153
Capital Outlay	18,935	84,991	69,807	102,718	43,500
Total Operating Expenditures	14,294,621	15,163,809	17,654,644	16,478,578	18,428,238
TRANSFERS OUT:					
Transfer to General Fund - Admin Fee	1,346,398	1,465,969	1,038,520	1,428,542	1,094,581
Transfer to GTRP Fund	25,000	25,000	25,000	25,000	25,000
Trans. to Debt Service Fund	1,935,950	1,081,644	1,081,066	1,081,066	1,195,210
Transfer to Capital Projects Fund	0	400,000	0	0	0
Transfer to Permanent Capital Maint.	26,042	120,823	0	68,941	0
Transfer to Capital Equip Acquisition Fund	0	11,963	450,000	450,000	145,318
Transfer to Historic Preservation Fund	0	30,000	0	0	25,000
Total Transfers Out	3,333,390	3,135,399	2,594,586	3,053,550	2,485,109
TOTAL EXPENDITURES & TRANSFERS	17,628,011	18,299,208	20,249,230	19,532,128	20,913,347
SURPLUS / (DEFICIT)	3,570,613	3,743,384	2,899	2,947,067	106,646
ENDING FUND BALANCE:	6,000,843	9,744,226	9,747,125	12,691,293	12,797,940
FUND BALANCE REQUIREMENT:	2,349,801	2,492,681	2,902,133	2,708,807	3,029,299

* Fund balance requirement is 16.4% of total budgeted expenditures (60 days of operation).
The FY 2017-18 projected Ending Fund Balance represents 253 days of operation.

FY 2017-18 APPROVED OPERATING BUDGET
 CONVENTION AND VISITORS BUREAU FUND DEPARTMENTAL SUMMARY
 BY DIVISION

Expenditures by Division	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Administration	10,683,817	10,837,731	11,632,189	11,151,459	11,847,550
Facilities	1,380,073	1,498,865	1,678,309	1,606,040	1,818,548
Grapevine Vintage Railroad	1,586,407	1,764,692	2,143,564	2,566,334	2,427,811
Festivals & New Vintage	3,420,469	3,583,893	4,024,562	3,589,564	4,019,738
Sister Cities	13,765	10,189	22,300	8,103	22,300
Wine Pouring Society	1,310	6,368	6,100	4,908	7,100
Visitor Shuttle System	542,169	597,470	742,206	605,720	770,300
Total	17,628,011	18,299,208	20,249,230	19,532,128	20,913,347

CONVENTION & VISITORS BUREAU-ADMIN	2015	2016	2017	2017	2018
CVB Executive Director	1	1	1	1	1
Asst. Executive CVB Director	1	1	1	1	1
Managing Director of Sales	1	1	1	1	1
Communications Manager	1	1	1	1	1
Communications Coordinator	1	1	1	1	1
Director of Marketing	1	1	1	1	1
Digital Marketing Manager	0	1	1	1	1
Advertising & Creative Manager	1	1	1	1	1
Director of Destination Services	1	1	1	1	1
Convention Service Assistant	1	1	1	1	1
Director of Convention Sales	1	1	1	1	1
Sales Manager II	4	2	2	2	2
Sales Manager I	3	3	3	3	3
Online Ticket Manager	0	1	1	1	1
Director of Tourism Sales	1	1	1	1	1
International Sales Manager	0	1	1	1	1
Museum Coordinator	1	1	1	1	1
Assistant to CVB Executive Director	1	1	1	1	1
Accountant II	1	1	1	1	1
Accountant III	1	1	1	1	1
Director of Finance and Administration	1	1	1	1	1
Visitor & Cultural Services Manager	0	1	1	1	1
Depot Visitor Services Supervisor	1	0	0	0	0
Marketing Research Manager	1	1	1	1	1
Sales Associate	1	1	1	1	1
Adm. Secretary	0	1	1	1	1
Secretary	2	2	2	2	2
Web Master	1	0	0	0	0
Facility Worker	1	0	0	0	0
Sponsorship Sales Manager	0	1	1	1	1
Nash Farm Manager	1	1	1	1	1
Historic Preservation Manager	1	1	1	1	1
TOTAL FULL-TIME POSITIONS	33.00	33.00	33.00	33.00	33.00

FY 2017-18 APPROVED OPERATING BUDGET
 CONVENTION AND VISITORS BUREAU FUND DEPARTMENTAL SUMMARY
 BY DIVISION

<u>PART-TIME POSITIONS</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2017</u>	<u>2018</u>
Budget & Membership Assistant	0.47	0.47	0.47	0.47	0.47
Registration Assistant/Project Assistant	3.73	3.73	3.73	3.73	3.73
Secretary	0.80	0.80	0.80	0.80	0.80
Information Specialist	1.05	0.00	0.00	0.00	0.00
Visitor Information Specialist	0.00	0.75	0.75	0.75	0.75
Intern	0.80	1.77	1.77	1.77	1.77
Maintenance Tech / Interpreters	0.51	0.51	0.51	0.51	0.51
Volunteer Program Administrator	0.25	0.25	0.25	0.25	0.25
TOTAL PART-TIME POSITIONS	7.61	8.28	8.28	8.28	8.28

DIVISION TOTAL POSITIONS	40.61	41.28	41.28	41.28	41.28
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CONVENTION & VISITOR BUREAU - FESTIVALS

Director of Festivals & Events	1	1	1	1	1
Festivals & Events Manager II	2	2	2	2	2
Festivals & Events Manager I	1	1	1	1	1
Festivals & Events Assistant	1	1	1	1	1
TOTAL FULL TIME POSITIONS	5.00	5.00	5.00	5.00	5.00

PART-TIME POSITIONS

Accounting Assistant	0.24	0.24	0.24	0.24	0.24
TOTAL PART TIME POSITIONS	0.24	0.24	0.24	0.24	0.24

DIVISION TOTAL POSITIONS	5.24	5.24	5.24	5.24	5.24
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CONVENTION & VISITORS BUREAU-FACILITIES

Director of Facilities	1	1	1	1	1
Convention Center Supervisor	1	1	1	1	1
Manager of Meeting & Events Facilities	1	1	1	1	1
Events Coordinator	4	4	4	4	4
Secretary	1	1	1	1	1
Food & Beverage Coordinator	1	1	1	1	1
Set-Up Worker	3	3	3	3	3
Facility Worker	1	1	1	1	1
TOTAL FULL-TIME POSITIONS	13.00	13.00	13.00	13.00	13.00

PART-TIME POSITIONS

Event Assistant	1.081	1.081	1.081	1.081	1.081
TOTAL PART-TIME POSITIONS	1.08	1.08	1.08	1.08	1.08

DIVISION TOTAL POSITIONS	14.08	14.08	14.08	14.08	14.08
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FY 2017-18 APPROVED OPERATING BUDGET
 CONVENTION AND VISITORS BUREAU FUND DEPARTMENTAL SUMMARY
 BY DIVISION

<u>GRAPEVINE VINTAGE RAILROAD</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2017</u>	<u>2018</u>
General Manager	1	1	1	1	1
Train Master	1	1	1	1	1
Train Service Personnel III	1	1	1	1	1
Train Service Personnel II	1	1	1	1	1
Train Supervisor	1	1	1	1	1
Roundhouse Mechanic II	1	1	1	1	2
Railroad Management Trainee	1	1	1	1	1
TOTAL FULL-TIME POSITIONS	7.00	7.00	7.00	7.00	8.00
<u>PART-TIME POSITIONS</u>					
Accounting Assistant	0.24	0.24	0.24	0.24	0.24
Train Service Personnel III	0.92	0.92	0.92	0.92	0.92
Train Service Personnel II	1.32	1.32	1.32	1.32	1.32
Train Service Personnel I	0.32	0.32	0.32	0.32	0.32
Lead Train Attendants	0.95	0.95	0.95	0.95	0.95
Train Attendants	2.78	2.78	2.78	2.78	2.78
Hostler	0.46	0.46	0.46	0.46	0.46
TOTAL PART-TIME POSITIONS	6.99	6.99	6.99	6.99	6.99
DIVISION TOTAL POSITIONS	13.99	13.99	13.99	13.99	14.99
<u>VISITOR SHUTTLE SYSTEM</u>					
Lead Shuttle Driver	1	1	1	1	1
Shuttle Drivers	5	5	5	5	5
TOTAL FULL-TIME POSITIONS	6.00	6.00	6.00	6.00	6.00
<u>PART-TIME POSITIONS</u>					
Shuttle Drivers	1.95	1.95	1.95	1.95	1.95
TOTAL PART-TIME POSITIONS	1.95	1.95	1.95	1.95	1.95
DIVISION TOTAL POSITIONS	7.95	7.95	7.95	7.95	7.95
TOTAL CONVENTION & VISITORS FUND	81.87	82.54	82.54	82.54	83.54

**Convention & Visitors - Sales, Promotions & Administration
115-350-01**

Expenditures by Major Object	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	3,028,666	3,366,811	3,562,432	3,301,077	3,592,769
Supplies	527,958	524,173	508,011	410,830	458,550
Maintenance	123,082	159,122	132,900	136,584	311,900
Services	3,664,126	3,652,226	4,834,260	4,174,417	4,999,222
Capital Outlay	6,595	0	0	75,000	0
Transfers	3,333,390	3,135,399	2,594,586	3,053,550	2,485,109
Total	10,683,817	10,837,731	11,632,189	11,151,459	11,847,550

Objectives

- Secure corporate and association group bookings for the hotels.
- Increase weekend, summer and holiday group bookings for the hotels.
- Promote transient leisure bookings highlighting Grapevine's heritage, the historic district, wineries, tasting rooms, dining and shopping as a primary theme.
- Expand public media contacts to increase awareness of City hotels, attractions, restaurants and retailers.
- Promote Grapevine hotels, attractions, events, wineries, restaurants, and galleries as a unique selling feature to visitors.
- Service the needs of convention groups, tourism groups, and the individual traveler.

<u>Performance Indicators</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Potential economic impact of sales leads generated	\$418M	\$590M	\$350M	\$564M	\$472M
Potential economic impact of booked leads	\$107M	\$156M	\$103M	\$150M	\$123M
Number of convention & tourism site visits	167	103	150	104	120
Number of travel writers hosted per year	41	47	40	40	42
Media (including social) media releases distributed per week	6	17	4	4	15
Value of publicity generated	\$10M	\$10M	\$11M	\$10.5M	\$11.5M
Web site traffic (sessions)	1,944,152	2,266,418	1,975,000	1,975,000	1,977,000
Number of brochures distributed	1,065,110	1,167,025	1,210,000	1,095,000	1,052,000
Certificate of Appropriateness (CA) applications	90	122	105	125	110
Number of properties researched & added to the Cultural Resource Survey	40	30	40	35	33
Number of grants awarded	6	1	6	6	7
Assisted historic housing projects	60	227	60	60	90
Main Street merchants assisted	35	73	35	35	35
Heritage Experience school tours	20	3	20	20	22
Nash Farm Interpretive Tours	20	37	30	30	40
Nash Farm Heritage Workshops / Special Events	35	44	35	35	36
Nash Farm Rentals	7	37	15	15	21
Nash Farm Attendance	10,000	9,520	15,000	12,375	15,000
HPC - Number of Landmark Cases	9	15	9	9	10

**Convention & Visitors - Facilities
115-350-03**

Expenditures by Major Object	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	821,747	841,997	917,309	855,772	945,129
Supplies	198,886	187,324	192,800	195,142	195,800
Maintenance	68,655	87,703	129,200	118,520	253,450
Services	278,445	335,717	419,000	420,694	417,669
Capital Outlay	12,340	46,124	20,000	15,912	6,500
Total	1,380,073	1,498,865	1,678,309	1,606,040	1,818,548

Objectives

- Increase revenues at all rental facilities (Convention Center, Palace Arts Center, Concourse, Nash Farm, and Heritage Center)
- Increase number of new and repeat clients.
- Direct overflow event referrals to Grapevine hotels and other local meeting venues.
- Development and implementation of the building maintenance program for all CVB facilities.
- Development and implementation of a facilities marketing program.
- Program and promote entertainment, performing arts, and movies at Palace Arts Center.
- Increase awareness of Grapevine Market and Grapevine Farmers Market as well as increased vendor participation.

Performance Indicators	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Convention Center events held	356	359	364	364	378
Convention Center building usage (days)	385	287	296	296	321
Palace Arts Center number of events held.	350	356	328	328	358
Palace Arts Center building usage (days)	287	245	260	260	286
Concourse number of events held	96	120	125	125	130
Concourse building usage (days)	132	127	131	131	144
Number of Gazebo rental applications	10	8	10	10	10
All facilities number of repeat bookings	206	299	248	248	272
All facilities number of new client bookings	216	202	242	242	258
Number of leads referred to other facilities	133	190	252	252	210
All facilities economic impact	\$5,992,708	\$6,400,000	\$6,720,000	\$6,720,000	\$6,787,200
Number of CVB sponsored events (i.e. HDGA, TWGGA, WPS, CVB Board, etc.)	139	128	118	118	129
Maintenance repairs & service calls	1,112	1,003	1,080	1,080	1,123

Convention & Visitors - Festivals & Events
115-350-05

Expenditures by Major Object	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel	640,446	648,561	628,612	659,625	640,071
Supplies	-400	698	0	0	2,000
Maintenance	0	0	0	0	0
Services	2,780,423	2,934,634	3,395,950	2,929,939	3,377,667
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	3,420,469	3,583,893	4,024,562	3,589,564	4,019,738

Objectives

- Develop and produce festivals and events that promote Grapevine as a leisure and meetings destination.
- Develop and produce Grapevine Vintage Railroad's North Pole Express to promote Grapevine as the "Christmas Capital of Texas."
- Work with the Sales division to create specific Grapevine hotel packages to promote the City as a meetings and leisure destination.
- Support the Grapevine Wine Pouring Society and the participation of that organization in festivals and other City events.
- Expand volunteer opportunities and participation of civic and service groups.

<u>Performance Indicators</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
GrapeFest attendance	230,000	260,151	245,000	245,000	246,000
GrapeFest People's Choice attendance	6,000	6,755	7,200	7,200	7,300
Main Street Days attendance	150,000	178,672	200,000	200,000	155,000
New Vintage Wine Train attendance	750	750	750	750	740
Attendance at New Vintage tastings	1,000	664	800	800	650
Attendance at New Vintage Blessing	600	500	400	400	400
Number of Events and Activities	170	176	175	175	175
Wine Pouring Society Activities	50	57	55	55	58
Number of Street Banner Applications	20	24	20	20	20
Number of Dirty Dozen activities	15	15	15	15	15
Number of service groups worked with	60	82	70	70	75

**Convention & Visitors - Grapevine Vintage Railroad
115-350-07**

<u>Expenditures by Major Object</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	525,514	545,569	742,714	576,022	842,325
Supplies	0	0	0	0	0
Maintenance	0	0	0	0	0
Services	1,060,893	1,219,123	1,400,850	1,990,313	1,585,486
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	1,586,407	1,764,692	2,143,564	2,566,334	2,427,811

Objectives

- Promote the Historic Cotton Belt Railroad District, the Historic Downtown District, and Grapevine as a visitor destination.
- Increase revenues to cover operating expenses of the vintage diesel and excursion steam train.
- Expand onboard food and beverage, photo and merchandise opportunities.
- Create a Grapevine Vintage Railroad merchandising effort.
- Develop programs to increase ridership for special holidays.
- Ensure that the Grapevine Vintage Railroad with the vintage diesel and steam excursion train remains a premier family attraction.
- Participate with local hotels, attractions, merchants and restaurants to promote Grapevine leisure and group visitors.

<u>Performance Indicators</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Total annual passengers	116,928	113,160	125,000	125,000	115,000
Charters	13	32	40	35	35
Number of Train Operations (a run out and back is considered one operation)	410	424	385	415	417
Trackage Inspections	NA	NA	NA	NA	12
Conductor/Engineer recertification hours	NA	NA	NA	NA	244

**Convention & Visitors - Sister City
115-350-10**

<u>Expenditures by Major Object</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel	0	0	0	0	0
Supplies	13,765	10,189	22,300	8,103	22,300
Maintenance	0	0	0	0	0
Services	0	0	0	0	0
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	13,765	10,189	22,300	8,103	22,300

Objectives

- To promote cultural exchange programs between Grapevine and the three sister cities.
- To promote cultural awareness between the sister cities through exchange of groups with common interests.
- To create opportunities for travel between citizens of the four sister cities.
- To experience economic benefits from the sister city program.

<u>Performance Indicators</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Number of exchange programs between Grapevine and her sister cities	8	6	6	6	6
Number of student interns	6	4	4	4	4
Number of participants in sister city committees and programs	400	506	400	400	500
Number of participants in sister city programs originating in our sister cities	60	32	70	70	70

**Convention & Visitors - GV Wine Pouring Society
115-350-11**

<u>Expenditures by Major Object</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel	0	0	0	0	0
Supplies	1,310	6,368	6,100	4,908	7,100
Maintenance	0	0	0	0	0
Services	0	0	0	0	0
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	1,310	6,368	6,100	4,908	7,100

Objectives

- To serve as Grapevine's ambassadors and a strong volunteer base for festivals and events.
- To create an awareness of Grapevine's wine related attractions and events.
- To enhance the Grapevine experience for festival attendees, convention attendees, and visitors.
- To develop a group of knowledgeable, TABC-certified wine pourers through training.

<u>Performance Indicators</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Number of events serviced by the Grapevine Wine Pouring Society	25	45	30	30	35
Number of hours of service provided by Grapevine wine pourers	2,800	3,004	2,900	2,900	3,000
Average attendance at monthly Grapevine Wine Pouring Society meetings	85	82	85	85	80
Number of TABC certifications	90	65	100	100	110

**Convention & Visitors - Visitor Shuttle System
216-350-12**

<u>Expenditures by Major Object</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel	233,430	263,611	296,454	277,317	340,891
Supplies	61,952	46,826	89,093	54,645	76,400
Maintenance	740	0	4,000	600	4,000
Services	246,048	248,166	302,852	261,351	312,009
Capital Outlay	0	38,867	49,807	11,806	37,000
Transfers	0	0	0	0	0
Total	542,169	597,470	742,206	605,720	770,300

Objectives

- Connect hotel guests with Grapevine's attractions, shopping and dining venues.
- Increase visitor expenditures within Grapevine.
- Enhance the visitor experience through affordable shuttle transportation.

<u>Performance Indicators</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Total Ridership for the year	64,095	67,139	67,000	55,000	61,000
Economic Impact of ridership	\$3,932,534	\$4,119,410	\$4,000,500	\$4,500,000	\$4,500,000

FY 2017-18 APPROVED OPERATING BUDGET
 FUND 215 - CONVENTION & VISITORS BUREAU INCENTIVES FUND

- Budget At-A-Glance -

REVENUE AND OTHER FINANCING SOURCES:	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Occupancy Taxes - Gaylord	1,836,192	1,698,276	1,785,994	1,681,294
Occupancy Taxes - Great Wolf	463,653	491,400	480,018	466,830
Occupancy Taxes - All (1%)	2,709,112	2,473,568	2,685,808	2,530,582
Interest Income	39,781	0	98,846	60,000
Miscellaneous	14,366	15,000	(5,640)	0
Total	5,063,105	4,678,244	5,045,026	4,738,706
EXPENDITURES AND OTHER FINANCING USES:	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel	0	0	4,388	0
Supplies	23,836	107,000	99,075	100,000
Maintenance	0	0	0	0
Services	2,428,647	4,158,983	3,138,951	4,638,706
Transfers Out	0	0	0	0
Capital Outlay	0	0	0	0
Total	2,452,482	4,265,983	3,242,414	4,738,706

FY 2017-18 APPROVED OPERATING BUDGET
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
CONVENTION & VISITORS BUREAU INCENTIVES FUND

	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
BEGINNING FUND BALANCE:	3,599,192	6,369,328	8,979,950	8,979,950	10,782,562
OPERATING REVENUE:					
Occupancy Taxes - Gaylord	1,709,086	1,836,192	1,698,276	1,785,994	1,681,294
Occupancy Taxes - Great Wolf	474,065	463,653	491,400	480,018	466,830
Occupancy Taxes - All (1%)	2,415,805	2,709,112	2,473,568	2,685,808	2,530,582
Interest Income	9,271	39,781	0	98,846	60,000
Miscellaneous	29,485	14,366	15,000	(5,640)	0
Total Operating Revenue	4,637,712	5,063,105	4,678,244	5,045,026	4,738,706
TRANSFERS IN:	0	0	0	0	0
TOTAL REVENUE AND TRANSFERS	4,637,712	5,063,105	4,678,244	5,045,026	4,738,706
OPERATING EXPENDITURES:					
Personnel	0	0	0	4,388	0
Supplies	161,479	23,836	107,000	99,075	100,000
Maintenance	0	0	0	0	0
Services	1,706,096	2,428,647	4,158,983	3,138,951	4,638,706
Capital Outlay	0	0	0	0	0
Total Operating Expenditures	1,867,575	2,452,482	4,265,983	3,242,414	4,738,706
TRANSFERS OUT:	0	0	0	0	0
TOTAL EXPENDITURES AND TRANSFERS	1,867,575	2,452,482	4,265,983	3,242,414	4,738,706
SURPLUS / (DEFICIT)	2,770,136	2,610,622	412,261	1,802,611	0
ENDING FUND BALANCE:	6,369,328	8,979,950	9,392,211	10,782,562	10,782,562
RESERVES:					
Reserved for Incentive Packages	1,700,000	4,700,000	4,700,000	4,700,000	4,700,000
Total Reserves	1,700,000	4,700,000	4,700,000	4,700,000	4,700,000
UNRESERVED FUND BALANCE	4,669,328	4,279,950	4,692,211	6,082,562	6,082,562

**CVB Incentives Fund
215-225-01**

Expenditures by Major Object	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	0	0	0	4,388	0
Supplies	161,479	23,836	107,000	99,075	100,000
Maintenance	0	0	0	0	0
Services	1,706,096	2,428,647	4,158,983	3,138,951	4,638,706
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	1,867,575	2,452,482	4,265,983	3,242,414	4,738,706

Objectives

- Expand convention services and increase number of conventions serviced. Services provided include such items as: electronic attendance building; housing bureau; registration staffing; press release distribution; website link; welcome signs; spouse programs; and convention support resources.
- Sell housing bureau services to all conventions requiring multiple hotels to guarantee that occupancy in all Grapevine hotels is maximized.
- Increase the level of visitor services provided at the visitor information kiosk and through convention registration personnel.
- Educate meeting planners on ways the CVB can assist them to promote the convention destination, drive attendance and maximize occupancy.

Performance Indicators	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Economic impact of conventions serviced (in millions)	\$109	\$33	\$82	\$82	\$82
Average hours worked at convention information kiosk (per month)	296	84	75	75	75

FY 2017-18 APPROVED OPERATING BUDGET
FUND 116 - STORMWATER DRAINAGE

- Budget At-A-Glance -

REVENUE AND OTHER FINANCING SOURCES:	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Drainage Utility Fees	1,419,671	1,419,003	1,422,563	1,431,462
Interest Income	2,925	1,000	12,118	10,000
Interest Income - 2000 C.O.	1,587	50	0	0
Miscellaneous	23,495	0	0	0
Transfers In	0	0	0	0
Total	1,447,677	1,420,053	1,434,681	1,441,462
EXPENDITURES AND OTHER FINANCING USES:	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel	455,736	502,872	495,727	524,394
Supplies	16,889	44,700	17,431	34,700
Maintenance	117,983	125,000	89,951	125,000
Services	240,979	319,372	257,579	350,440
Transfers Out	293,672	251,425	257,127	108,110
Capital Outlay	46,227	197,000	30,151	197,000
Total	1,171,487	1,440,369	1,147,966	1,339,644
PERSONNEL SUMMARY: ⁽¹⁾	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Foreman	1.00	1.00	1.00	1.00
Crew Leader	1.00	1.00	1.00	1.00
Equipment Operator III	2.00	2.00	2.00	2.00
Equipment Operator II	2.00	2.00	2.00	2.00
Equipment Operator I	1.00	1.00	1.00	1.00
GIS Specialist	1.00	1.00	1.00	1.00
Total	8.00	8.00	8.00	8.00

⁽¹⁾ In full-time equivalents

FY 2017-18 APPROVED OPERATING BUDGET
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
STORMWATER DRAINAGE UTILITY FUND

	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
BEGINNING FUND BALANCE:	1,361,292	985,018	1,261,208	1,261,208	1,547,923
OPERATING REVENUE:					
Drainage Utility Fees	1,390,438	1,419,671	1,419,003	1,422,563	1,431,462
Interest Income	950	2,925	1,000	12,118	10,000
Interest Income - 2000 C.O.	65	1,587	50	0	0
Miscellaneous	77,536	23,495	0	0	0
Total Operating Revenue	1,468,989	1,447,677	1,420,053	1,434,681	1,441,462
TRANSFERS IN:	0	0	0	0	0
TOTAL REVENUE AND TRANSFERS	1,468,989	1,447,677	1,420,053	1,434,681	1,441,462
OPERATING EXPENDITURES:					
Personnel	416,230	455,736	502,872	495,727	524,394
Supplies	18,841	16,889	44,700	17,431	34,700
Maintenance	104,232	117,983	125,000	89,951	125,000
Services	252,931	240,979	319,372	257,579	350,440
Capital Outlay	589,871	46,227	197,000	30,151	197,000
Total Operating Expenditures	1,382,105	877,815	1,188,944	890,839	1,231,534
TRANSFERS OUT:					
Transfer to General Fund - Admin Fee	104,423	106,775	106,425	112,127	108,110
Transfer to Debt Service Fund	318,735	0	0	0	0
Transfer to Equipment Acquisition Fund	40,000	186,897	145,000	145,000	0
Total Transfers Out	463,158	293,672	251,425	257,127	108,110
TOTAL EXPENDITURES AND TRANSFERS	1,845,263	1,171,487	1,440,369	1,147,966	1,339,644
SURPLUS / (DEFICIT)	(376,274)	276,190	(20,316)	286,715	101,818
ENDING FUND BALANCE:	985,018	1,261,208	1,240,892	1,547,923	1,649,742
FUND BALANCE REQUIREMENT:	227,195	144,298	195,443	146,439	202,444

* Fund balance requirement is 16.4% of total budgeted expenditures (60 days of operation).
The FY 2017-18 projected Ending Fund Balance represents 489 days of operation.

FY 2017-18 APPROVED OPERATING BUDGET
 STORMWATER DRAINAGE UTILITY FUND
 DEPARTMENTAL SUMMARY

Expenditures by Major Object	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	416,230	455,736	502,872	495,727	524,394
Supplies	18,841	16,889	44,700	17,431	34,700
Maintenance	104,232	117,983	125,000	89,951	125,000
Services	252,931	240,979	319,372	257,579	350,440
Capital Outlay	589,871	46,227	197,000	30,151	197,000
Transfers	463,158	293,672	251,425	257,127	108,110
Total	1,845,263	1,171,487	1,440,369	1,147,966	1,339,644

<u>SDUS - OPERATIONS</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2017</u>	<u>2018</u>
Street Foreman	1	1	1	1	1
Crew Leader	1	1	1	1	1
Equip Op III	2	2	2	2	2
Equip Op II	2	2	2	2	2
Equip Op I	1	1	1	1	1
GIS Engineer Specialist	1	1	1	1	1
TOTAL FULL-TIME POSITIONS	8.00	8.00	8.00	8.00	8.00

**Public Works - Stormwater Drainage
116-535-1**

Expenditures by Major Object	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	416,230	455,736	502,872	495,727	524,394
Supplies	18,841	16,889	44,700	17,431	34,700
Maintenance	104,232	117,983	125,000	89,951	125,000
Services	252,931	240,979	319,372	257,579	350,440
Capital Outlay	589,871	46,227	197,000	30,151	197,000
Transfers	463,158	293,672	251,425	257,127	108,110
Total	1,845,263	1,171,487	1,440,369	1,147,966	1,339,644

Objectives

- Excavate, re-grade and re-sod 12,000 linear feet of roadside ditches and outfalls.
- Clean, reset and replace 800 linear feet of reinforced concrete pipe.
- Inspect and clean 950 restricted underground storm sewer structures.
- Respond to citizen concerns in a timely manner, reducing the possibility of recurring flood situations.
- Repair damaged gutter lines reducing the amount of ponding water on curb and gutter streets.
- Perform required erosion control on above-ground drainage facilities.
- Clean and remove brush and debris along bridge embankments at road crossings, reducing the possibility of damage to bridge structures.

<u>Performance Indicators</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Ditch excavation (linear feet)	10,460	11,490	12,000	11,000	12,000
Reset reinforced concrete pipe (linear feet)	896	510	800	1,500	800
Clean storm sewer structures (ea.)	822	787	950	800	950
Clean debris adjacent to bridges (times / year)	4	4	4	4	4
Sweeping miles	16,867	25,056	17,000	19,000	17,000

FY 2017-18 APPROVED OPERATING BUDGET
 FUND 117 - CRIME CONTROL & PREVENTION

- Budget At-A-Glance -

	2015-16	2016-17	2016-17	2017-18
REVENUE AND OTHER FINANCING SOURCES:	Actual	Budget	Estimate	Approved
Sales Tax (1/2 cent)	13,517,360	13,923,193	13,229,439	13,650,000
Commercial Vehicle Enforcement	139,287	164,000	121,186	160,000
Interest Income	12,886	1,000	18,550	15,100
Transfers In	4,831	200,000	200,000	2,235,250
Miscellaneous	8,791	0	5,898	4,410
Total	13,683,154	14,288,193	13,575,073	16,064,760

	2015-16	2016-17	2016-17	2017-18
EXPENDITURES AND OTHER FINANCING USES:	Actual	Budget	Estimate	Approved
Personnel	10,426,376	11,214,903	11,394,928	12,057,099
Supplies	788,010	889,747	559,003	557,429
Maintenance	115,591	133,100	88,341	173,700
Services	2,365,916	3,054,620	3,268,461	3,276,532
Transfers Out	374,277	62,000	62,000	0
Capital Outlay	0	0	21,633	0
Total	14,070,170	15,354,370	15,394,365	16,064,760

	2015-16	2016-17	2016-17	2017-18	Personnel ⁽¹⁾
EXPENDITURES AND PERSONNEL BY PROGRAM:	Actual	Budget	Estimate	Approved	
Uniform Operations	9,411,016	9,786,285	9,966,693	10,042,464	82.58
Criminal Investigations	2,037,785	2,223,951	2,231,382	2,651,029	22.00
Technical Services	2,612,062	3,218,473	2,869,973	3,116,710	28.00
Commercial Vehicle Enforcement	9,306	125,661	326,316	254,557	0.00
Total	14,070,170	15,354,370	15,394,365	16,064,760	132.58

⁽¹⁾ In full-time equivalents

FY 2017-18 APPROVED OPERATING BUDGET
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
CRIME CONTROL & PREVENTION DISTRICT

	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
BEGINNING FUND BALANCE:	1,087,443	1,740,048	1,353,032	1,353,032	(466,261)
OPERATING REVENUE:					
Sales Tax (1/2 cent)	13,196,743	13,517,360	13,923,193	13,229,439	13,650,000
Commercial Vehicle Enforcement	146,165	139,287	164,000	121,186	160,000
Interest Income	2,216	12,886	1,000	18,550	15,100
Miscellaneous	4,108	8,791	0	5,898	4,410
Total Operating Revenue	13,349,232	13,678,323	14,088,193	13,375,073	13,829,510
TRANSFERS IN:					
Transfer from General Fund	700,000	0	200,000	200,000	2,235,250
Transfer from Grant Fund	0	4,831	0		
Total Transfers In	700,000	4,831	200,000	200,000	2,235,250
TOTAL REVENUE AND TRANSFERS	14,049,232	13,683,154	14,288,193	13,575,073	16,064,760
OPERATING EXPENDITURES:					
Personnel	10,110,798	10,426,376	11,214,903	11,394,928	12,057,099
Supplies	635,178	788,010	889,747	559,003	557,429
Maintenance	118,899	115,591	133,100	88,341	173,700
Services	2,531,752	2,365,916	3,054,620	3,268,461	3,276,532
Capital Outlay	0	0	0	21,633	0
Total Operating Expenditures	13,396,627	13,695,893	15,292,370	15,332,365	16,064,760
TRANSFERS OUT:					
Transfer to Special Revenue Fund	0	1,798	0	0	0
Transfer to Capital Equip. Acquisition Fund	0	372,479	62,000	62,000	0
Total Transfers Out	0	374,277	62,000	62,000	0
TOTAL EXPENDITURES AND TRANSFERS	13,396,627	14,070,170	15,354,370	15,394,365	16,064,760
SURPLUS / (DEFICIT)	652,605	(387,016)	(1,066,177)	(1,819,292)	0
ENDING FUND BALANCE:	1,740,048	1,353,032	286,854	(466,261)	(466,261)

FY 2017-18 APPROVED OPERATING BUDGET
DEPARTMENTAL SUMMARY
209 - POLICE

CRIME CONTROL AND PREVENTION DISTRICT FUND ONLY					
Expenditures by Division	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Uniform Operations	8,416,766	9,411,016	9,786,285	9,966,693	10,042,464
Criminal Investigations	2,349,223	2,037,785	2,223,951	2,231,382	2,651,029
Technical Services	2,594,202	2,612,062	3,218,473	2,869,973	3,116,710
Commercial Vehicle Enforcement	36,435	9,306	125,661	326,316	254,557
Total	13,396,627	14,070,170	15,354,370	15,394,365	16,064,760

<u>POLICE</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2017</u>	<u>2018</u>
Police Captain	3	3	3	3	3
Lieutenant	4	4	4	4	4
Sergeant	12	12	12	12	12
Sr. Officer	33	31	29	29	29
Police Officer	32	33	34	34	34
Police Recruit	1	1	0	0	0
Jail Supervisor	1	1	1	1	1
Jailer	5	5	11	11	11
Communications Supervisor	1	1	1	1	1
Dispatch Supervisor	3	3	3	3	3
Telecommunicator	14	14	14	14	14
Technical Services Specialist	1	1	1	1	1
Records Supervisor	1	1	1	1	1
Records Specialist	3	3	5	5	5
Crime Scene Technician II	1	2	2	2	2
Crime Scene Technician I	1	0	0	0	0
Crime Analyst	0	1	1	1	1
Investigative Assistant	1	0	0	0	0
Warrant Clerk	1	1	1	1	1
Secretary	3	3	4	4	4
Records & Property Manager	0	0	1	1	1
Property/Evidence Tech	0	0	2	2	2
TOTAL FULL-TIME POSITIONS	121.00	120.00	130.00	130.00	130.00

PART-TIME POSITIONS

School Crossing Guard	2.34	2.58	2.58	2.58	2.58
TOTAL PART TIME POSITIONS	2.34	2.58	2.58	2.58	2.58

TOTAL CCPD FUND	123.34	122.58	132.58	132.58	132.58
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**CCPD - Uniform Operations
117-209-2**

Expenditures by Major Object	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	6,659,916	7,170,910	7,396,860	7,562,885	7,705,303
Supplies	367,437	447,701	473,112	317,891	368,679
Maintenance	2,665	3,018	6,000	3,100	6,000
Services	1,386,748	1,416,908	1,910,313	2,061,185	1,962,482
Capital Outlay	0	0	0	21,633	0
Transfers	0	372,479	0	0	0
Total	8,416,766	9,411,016	9,786,285	9,966,693	10,042,464

Objectives

- Encourage compliance with applicable traffic laws through enforcement.

- Provide proactive enforcement response to specific crime patterns and traffic concerns.

<u>Performance Indicators</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Calls for Service	44,266	55,878	75,000	75,000	75,000
Traffic Stops	NA	18,445	45,000	45,000	45,000
Traffic Citations	24,441	11,459	24,000	24,000	24,000
DWI Arrests	NA	216	350	350	350

**CCPD - Criminal Investigations
117-209-3**

Expenditures by Major Object	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	1,887,863	1,775,147	1,978,385	1,956,689	2,257,765
Supplies	42,902	33,829	39,800	31,183	34,800
Maintenance	0	0	0	0	0
Services	418,458	228,809	205,766	243,510	358,464
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	2,349,223	2,037,785	2,223,951	2,231,382	2,651,029

Objectives

- Conduct follow-up investigation on all cases involving an arrest, including traffic and alcohol-related offenses.
- Provide follow-up investigation of all cases with a high solvability factor.
- Track all registered sex offenders in the city to ensure compliance.

<u>Performance Indicators</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Follow-up investigation for 100% of all applicable arrests	1,069	1,387	1,300	1,300	1,300
Follow-up investigation for 100% of all high solvability cases	1,679	22,135	1,720	1,720	1,720
Track all registered sex offenders in the city to ensure compliance.	81	78	18	18	18

**CCPD - Technical Services
117-209-4**

Expenditures by Major Object	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	1,531,987	1,480,319	1,800,652	1,623,719	1,852,044
Supplies	224,358	304,257	361,080	206,916	150,280
Maintenance	116,234	112,573	127,100	85,241	167,700
Services	721,624	713,115	929,641	954,098	946,686
Capital Outlay	0	0	0	0	0
Transfers	0	1,798	0	0	0
Total	2,594,202	2,612,062	3,218,473	2,869,973	3,116,710

Objectives

- Provide a maximum of a 3-minute response time for Priority 1 calls for service, measured from the beginning of the telephone call to the dispatch of the appropriate unit.
- Provide a maximum of a 4-minute response time to dispatch non-emergency calls for service.
- Conduct five education programs with the Citizen's Police Academy, Grapevine-Colleyville Independent School District and other service organizations.

<u>Performance Indicators</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Average response time for all Priority 1 calls (minutes)	3:00	1:42	3:00	3:00	3:00
Average response time for non-emergency calls (minutes)	4:00	5:25	4:00	4:00	4:00
Education programs conducted	5	3	5	5	5

**CCPD - Commercial Vehicle Enforcement
217-209-9**

Expenditures by Major Object	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	31,032	0	39,006	251,634	241,987
Supplies	481	2,222	15,755	3,014	3,670
Maintenance	0	0	0	0	0
Services	4,923	7,084	8,900	9,668	8,900
Capital Outlay	0	0	0	0	0
Transfers	0	0	62,000	62,000	0
Total	36,435	9,306	125,661	326,316	254,557

Objectives

- Improve the safety of the roadways / freeways within the City limits of Grapevine.
- Stop and inspect commercial vehicles for safety violations (mechanical issues, equipment violations, etc.).

<u>Performance Indicators</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Commercial Vehicle Enforcement Revenue	\$146,165	\$139,287	\$164,000	\$150,000	\$160,000

FY 2017-18 APPROVED OPERATING BUDGET
 FUND 119 - LAKE PARKS SPECIAL REVENUE

- Budget At-A-Glance -

	2015-16	2016-17	2016-17	2017-18
REVENUE AND OTHER FINANCING SOURCES:	Actual	Budget	Estimate	Approved
Boat Ramp Fees	65,578	105,000	108,223	95,000
Pavilion Fees	51,515	75,000	61,715	76,000
Camping Fees	256,609	1,471,000	1,779,067	2,000,000
Entrance Fees	163,898	315,000	159,893	195,000
Interest & Misc. Income	45,486	110,000	78,460	97,000
Total	583,087	2,076,000	2,187,357	2,463,000

	2015-16	2016-17	2016-17	2017-18
EXPENDITURES AND OTHER FINANCING USES:	Actual	Budget	Estimate	Approved
Personnel	149,197	222,667	230,489	234,055
Supplies	86,347	259,100	166,547	199,050
Maintenance	197,497	118,000	267,600	151,500
Services	1,046,377	1,218,511	1,348,133	1,256,090
Transfers Out	72,951	150,450	144,381	591,305
Capital Outlay	34,750	84,000	39,008	68,000
Total	1,587,118	2,052,728	2,196,158	2,500,000

	2015-16	2016-17	2016-17	2017-18
PERSONNEL SUMMARY: ⁽¹⁾	Actual	Budget	Estimate	Approved
Assistant Director of Parks & Recreation	0.500	0.500	0.500	0.500
Lake Parks Foreman	1.000	1.000	1.000	1.000
Crew Worker	1.000	1.000	1.000	1.000
Recreation Coordinator	0.000	1.000	1.000	1.000
Temporary / Seasonal	0.190	0.190	0.190	0.190
Total	2.690	3.690	3.690	3.690

⁽¹⁾ In full-time equivalents

FY 2017-18 APPROVED OPERATING BUDGET
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
LAKE PARKS SPECIAL REVENUE FUND

	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
BEGINNING FUND BALANCE:	(1,068,776)	(1,439,059)	(2,434,220)	(2,434,220)	(2,331,519)
OPERATING REVENUE:					
Boat Ramp Fees	50,337	65,578	105,000	108,223	95,000
Pavilion Fees	31,734	51,515	75,000	61,715	76,000
Camping Fees	906,316	256,609	1,471,000	1,779,067	2,000,000
Entrance Fees	114,247	163,898	315,000	159,893	195,000
Recreation Fees	0	8,871	40,000	111,501	37,000
Merchandise Sales	36,379	23,796	85,000	74,442	72,000
Interest & Misc. Income	49,034	21,690	25,000	4,018	25,000
Total Operating Revenue	1,188,048	591,958	2,116,000	2,298,858	2,500,000
TRANSFERS IN:	0	0	0	0	0
TOTAL REVENUE AND TRANSFERS	1,188,048	591,958	2,116,000	2,298,858	2,500,000
OPERATING EXPENDITURES:					
Personnel	100,618	149,197	222,667	230,489	234,055
Supplies	105,413	86,347	259,100	166,547	199,050
Maintenance	76,251	197,497	118,000	267,600	151,500
Services	863,372	1,046,377	1,218,511	1,348,133	1,256,090
Capital Outlay	6,918	34,750	84,000	39,008	68,000
Total Operating Expenditures	1,152,572	1,514,168	1,902,278	2,051,777	1,908,695
TRANSFERS OUT:					
Transfer to General Fund - Admin Fee	84,745	72,951	150,450	144,381	187,500
Transfer to Debt Service Fund	321,014	0	0	0	0
General Fund Loan Repayment	0	0	0	0	403,805
Total Transfers Out	405,759	72,951	150,450	144,381	591,305
TOTAL EXPENDITURES AND TRANSFERS	1,558,331	1,587,118	2,052,728	2,196,158	2,500,000
SURPLUS / (DEFICIT)	(370,283)	(995,160)	63,272	102,700	0
ENDING FUND BALANCE:	(1,439,059)	(2,434,220)	(2,370,948)	(2,331,519)	(1,927,714)

FY 2017-18 APPROVED OPERATING BUDGET
 LAKE PARKS SPECIAL REVENUE FUND
 DEPARTMENTAL SUMMARY

Expenditures by Major Object	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Lake Parks Administration	1,500,460	1,392,407	562,278	808,263	1,069,050
Rockledge	0	0	183,150	121,099	120,200
Katie's Woods	0	0	73,800	41,467	63,050
Vineyards Campgrounds & Cabins	0	3,210	711,300	806,059	797,800
Oak Grove	0	67	114,400	62,418	63,750
McPherson Slough	0	0	45,700	24,365	32,000
Lakeview	0	0	106,200	35,901	81,600
Meadowmere	0	0	255,900	260,446	272,550
Disaster Recovery	57,871	191,434	0	36,140	0
Total	1,558,331	1,587,118	2,052,728	2,196,158	2,500,000

LAKE PARKS FUND	2015	2016	2017	2017	2018
Park Event Manager	0.5	0.5	0.5	0.5	0.5
Campground Supervisor	1	1	1	1	1
Park Crew Worker	1	1	1	1	1
Outdoor Program Coordinator	0	0	1	1	1
TOTAL FULL-TIME POSITIONS	2.50	2.50	3.50	3.50	3.50

PART-TIME POSITIONS					
Intern	0.19	0.19	0.19	0.19	0.19
TOTAL PART-TIME POSITIONS	0.19	0.19	0.19	0.19	0.19

TOTAL LAKE PARKS POSITIONS	2.69	2.69	3.69	3.69	3.69
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**Lake Parks - Administration
119-312-9**

Expenditures by Major Object	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	96,929	147,607	222,667	230,489	234,055
Supplies	104,168	80,288	85,950	26,553	29,100
Maintenance	54,656	133,983	3,000	10,302	2,000
Services	832,030	922,828	96,211	396,538	212,590
Capital Outlay	6,918	34,750	4,000	0	0
Transfers	405,759	72,951	150,450	144,381	591,305
Total	1,500,460	1,392,407	562,278	808,263	1,069,050

Objectives

- Obtain and maintain high national, state, and professional campground ratings.
- Market / advertise / promote campground to meet 65% occupancy goal.
- Develop a Lake Parks wide marketing program to reduce subsidation of non campground parks.
- Develop additional lake park recreation programs & opportunities to maximize participation & revenue opportunities

<u>Performance Indicators</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Campground occupancy rate	53%	13.83	68%	68%	69%
Annual boat ramp passes sold (resident / non-resident)	71/70	179/67	700/300	250/150	500/200
Pavilion rentals	137	175	200	130	200
Revenue	\$1,361,688	\$708,053.00	\$2,188,000	\$2,190,000	\$2,200,000
Lake Park Recreation Program Participation	N/A	358	2000	4000	4300
Outdoor Rec Rentals/Revenue	N/A	N/A	\$15,000	\$3,000 **	\$15,000

* FY 2014-15 Actuals can be considered partially anomalous due to the flood of event of 2015 that resulted in the lake parks being flooded and inoperable for most of the fourth quarter.

** Decrease in Rec Program participation due to 3rd Fossil Fest date being moved up so event technically occurred twice in FY 2017

*** MM Park and Paddle Center not projected to open until the 4th Quarter of FY 2017.

**Lake Parks - Rockledge
119-312-1**

Expenditures by <u>Major Object</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	0	0	0	0	0
Supplies	0	0	25,650	7,806	6,950
Maintenance	0	0	12,600	3,719	8,500
Services	0	0	141,900	109,574	104,750
Capital Outlay	0	0	3,000	0	0
Transfers	0	0	0	0	0
Total	0	0	183,150	121,099	120,200

Lake Parks - Katie's Woods
119-312-2

Expenditures by <u>Major Object</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	0	0	0	0	0
Supplies	0	0	4,800	138	3,300
Maintenance	0	0	6,250	2,814	5,000
Services	0	0	62,750	38,515	54,750
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	0	0	73,800	41,467	63,050

**Lake Parks - Vineyards
119-312-3**

Expenditures by <u>Major Object</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	0	0	0	0	0
Supplies	0	34	83,350	102,464	90,000
Maintenance	0	1,276	57,400	141,066	95,000
Services	0	1,900	547,550	546,900	589,800
Capital Outlay	0	0	23,000	15,629	23,000
Transfers	0	0	0	0	0
Total	0	3,210	711,300	806,059	797,800

Lake Parks - Oak Grove
119-312-4

Expenditures by <u>Major Object</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	0	0	0	0	0
Supplies	0	67	4,150	540	2,000
Maintenance	0	0	5,500	608	1,000
Services	0	0	104,750	61,270	60,750
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	0	67	114,400	62,418	63,750

**Lake Parks - McPherson Slough
119-312-5**

Expenditures by <u>Major Object</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	0	0	0	0	0
Supplies	0	0	3,700	0	1,000
Maintenance	0	0	3,500	1,949	3,500
Services	0	0	38,500	22,416	27,500
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	0	0	45,700	24,365	32,000

**Lake Parks - Lakeview
119-312-6**

Expenditures by <u>Major Object</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	0	0	0	0	0
Supplies	0	0	9,350	2,233	7,000
Maintenance	0	0	5,750	2,790	11,000
Services	0	0	61,100	30,878	33,600
Capital Outlay	0	0	30,000	0	30,000
Transfers	0	0	0	0	0
Total	0	0	106,200	35,901	81,600

Lake Parks - Meadowmere
119-312-7

Expenditures by <u>Major Object</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	0	0	0	0	0
Supplies	0	0	42,150	13,931	59,700
Maintenance	0	0	24,000	88,200	25,500
Services	0	0	165,750	134,937	172,350
Capital Outlay	0	0	24,000	23,378	15,000
Transfers	0	0	0	0	0
Total	0	0	255,900	260,446	272,550

FY 2017-18 APPROVED OPERATING BUDGET
 FUNDS 120 & 122 - 4B TRANSIT & CAPITAL IMPROVEMENTS FUND

- Budget At-A-Glance -

REVENUE AND OTHER FINANCING SOURCES:	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Sales Tax	14,051,640	13,923,193	13,470,543	13,650,000
Interest Income	71,868	33,000	165,537	160,000
Total	14,123,508	13,956,193	13,636,080	13,810,000
EXPENDITURES AND OTHER FINANCING USES:	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Professional Services	1,027,023	7,051,043	49,563	0
Contractual Services	9,550,381	9,471,292	8,256,468	9,852,350
Transfers	4,501,259	3,851,901	7,247,643	3,797,650
Total	15,078,664	20,374,236	20,235,462	13,650,000

FY 2017-18 APPROVED OPERATING BUDGET
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
4B TRANSIT FUND

	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
BEGINNING FUND BALANCE:	6,883,186	11,181,914	14,452,028	14,452,028	10,580,724
OPERATING REVENUE:					
Sales Tax	9,573,493	14,051,640	13,923,193	13,470,543	13,650,000
Interest Income	10,875	71,868	33,000	165,537	160,000
Sales of Fixed Assets - GV Gardens	5,775,030	4,224,970	0	2,727,803	0
Miscellaneous	0	300	0	275	0
Total Operating Revenue	15,359,397	18,348,778	13,956,193	16,364,158	13,810,000
TRANSFERS IN:					
Total Transfers In	0	0	0	0	0
TOTAL REVENUE AND TRANSFERS	15,359,397	18,348,778	13,956,193	16,364,158	13,810,000
OPERATING EXPENDITURES:					
Personnel	0	0	0	0	0
Supplies	0	0	0	0	0
Services	137,488	1,027,023	7,051,043	49,563	0
Contractual Services - The T 3/8 Cent	9,222,903	9,550,381	9,471,292	8,256,468	9,852,350
Community Distributions	0	0	0	0	0
Capital Outlay	0	0	0	4,681,788	0
Total Operating Expenditures	9,360,391	10,577,404	16,522,335	12,987,819	9,852,350
TRANSFERS OUT:					
Transfer to Visitor Shuttle Fund	350,590	331,126	371,103	330,613	385,150
Transfer to Economic Development Fund	1,153,580	4,170,133	3,480,798	4,062,180	3,412,500
Transfer to Parks Open Space Fund	196,108	0	0	0	0
Transfer to Gen Facilities CIP	0	0	0	2,854,850	0
Transfer to General Fund - Admin Fee	0	0	0	0	0
Total Transfers Out	1,700,278	4,501,259	3,851,901	7,247,643	3,797,650
TOTAL EXPENDITURES AND TRANSFERS	11,060,669	15,078,664	20,374,236	20,235,462	13,650,000
SURPLUS / (DEFICIT)	4,298,728	3,270,115	(6,418,043)	(3,871,304)	160,000
ENDING FUND BALANCE:	11,181,914	14,452,028	8,033,985	10,580,724	10,740,724
RESERVES:					
Reserved for Economic Development Projects	638,256	638,256	638,256	638,256	638,256
Reserved for Train Station Improvements	10,543,658	13,813,773	7,395,730	9,942,468	10,102,468
Total Reserves	11,181,914	14,452,028	8,033,985	10,580,724	10,740,724

**4B Transit and Capital Improvement Funds
Funds 120 & 122**

<u>Expenditures by Major Object</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	0	0	0	0	0
Supplies	0	0	0	0	0
Maintenance	0	0	0	0	0
Services	9,360,391	10,577,404	16,522,335	8,306,031	9,852,350
Capital Outlay	0	0	0	4,681,788	0
Transfers	1,700,278	4,501,259	3,851,901	7,247,643	3,797,650
Total	11,060,669	15,078,664	20,374,236	20,235,462	13,650,000

Objectives

- Provide funding for the development of commuter rail service. Voters approved a 3/8-cent sales tax increase that commenced on April 1, 2007.
- Accumulate funding for the land acquisition, design, construction and operation of a passenger rail station.
- Provide funding for 50% of the operations of the Grapevine Visitor Shuttle system.

<u>Performance Indicators</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Contractual payments to the the Fort Worth Transit Authority (The "T")	9,222,903	9,550,381	9,471,292	8,256,468	9,852,350
Reserved for Train Station Improvements	10,543,658	13,813,773	7,395,730	9,942,468	10,102,468
Transfers to Grapevine Visitor Shuttle system	350,590	331,126	371,103	330,613	385,150

FY 2017-18 APPROVED OPERATING BUDGET
FUND 124 - ECONOMIC DEVELOPMENT

- Budget At-A-Glance -

REVENUE AND OTHER FINANCING SOURCES:	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Interest Income	30,882	16,000	72,667	60,000
Transfers In	6,370,133	3,480,798	6,062,180	3,412,500
Total	6,401,410	3,496,798	6,134,846	3,472,500
EXPENDITURES AND OTHER FINANCING USES:	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel	437,428	458,725	458,904	473,576
Supplies	20,454	7,800	7,104	6,300
Maintenance	0	0	0	0
Services	1,423,952	1,156,643	1,380,132	1,370,412
Transfers Out	1,910,433	1,854,469	1,899,842	1,852,777
Capital Outlay	0	0	0	0
Total	3,792,267	3,477,637	3,745,982	3,703,065
PERSONNEL SUMMARY: ⁽¹⁾	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Director of Economic Development	1.000	1.000	1.000	1.000
Development Manager	1.000	1.000	1.000	1.000
Economic Development Coordinator	1.000	1.000	1.000	1.000
Administrative Secretary	0.500	0.500	0.500	0.500
Total	3.500	3.500	3.500	3.500

⁽¹⁾ In full-time equivalents

FY 2017-18 APPROVED OPERATING BUDGET
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
ECONOMIC DEVELOPMENT FUND

	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
BEGINNING FUND BALANCE:	3,909,596	6,132,861	8,742,004	8,742,004	11,130,868
OPERATING REVENUE:					
Interest Income	6,855	30,882	16,000	72,667	60,000
Miscellaneous	62	395	0	0	0
Total Operating Revenue	6,917	31,277	16,000	72,667	60,000
TRANSFERS IN:					
Transfer in from General Fund	4,624	0	0	0	0
Transfer in from 4B Fund	5,136,157	4,170,133	3,480,798	4,062,180	3,412,500
Transfer in from TIF 1 Fund	0	2,200,000	0	2,000,000	0
	5,140,781	6,370,133	3,480,798	6,062,180	3,412,500
TOTAL REVENUE AND TRANSFERS	5,147,698	6,401,410	3,496,798	6,134,846	3,472,500
OPERATING EXPENDITURES:					
Personnel	392,325	437,428	458,725	458,904	473,576
Supplies	14,173	20,454	7,800	7,104	6,300
Services	586,702	1,423,952	1,156,643	1,380,132	1,370,412
Total Operating Expenditures	993,199	1,881,834	1,623,168	1,846,141	1,850,288
TRANSFERS OUT:					
Transfer to General Fund - Admin Fee	299,207	314,997	261,060	306,433	260,063
Transfer to Debt Service Fund	1,594,027	1,595,436	1,593,409	1,593,409	1,592,714
Transfer to Capital Equip Fund	38,000	0	0	0	0
Total Transfers Out	1,931,234	1,910,433	1,854,469	1,899,842	1,852,777
TOTAL EXPENDITURES AND TRANSFERS	2,924,434	3,792,267	3,477,637	3,745,982	3,703,065
SURPLUS / (DEFICIT)	2,223,265	2,609,143	19,161	2,388,864	(230,565)
ENDING FUND BALANCE:	6,132,861	8,742,004	8,761,165	11,130,868	10,900,303

FY 2017-18 APPROVED OPERATING BUDGET
 ECONOMIC DEVELOPMENT FUND
 DEPARTMENTAL SUMMARY

Expenditures by Major Object	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	392,325	437,428	458,725	458,904	473,576
Supplies	14,173	20,454	7,800	7,104	6,300
Services	586,702	1,423,952	1,156,643	1,380,132	1,370,412
Transfers	1,931,234	1,910,433	1,854,469	1,899,842	1,852,777
	2,924,434	3,792,267	3,477,637	3,745,982	3,703,065

<u>ECONOMIC DEVELOPMENT</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2017</u>	<u>2018</u>
Director of Economic Development	1	1	1	1	1
Development Manager	1	1	1	1	1
Economic Development Coordinator	1	1	1	1	1
Administrative Secretary	0.5	0.5	0.5	0.5	0.5
TOTAL ECONOMIC DEVELOPMENT	3.50	3.50	3.50	3.50	3.50

**Economic Development Fund
124-124-1**

Expenditures by Major Object	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	392,325	437,428	458,725	458,904	473,576
Supplies	14,173	20,454	7,800	7,104	6,300
Services	586,702	1,423,952	1,156,643	1,380,132	1,370,412
Transfers	1,931,234	1,910,433	1,854,469	1,899,842	1,852,777
Total	2,924,434	3,792,267	3,477,637	3,745,982	3,703,065

Objectives

The Economic Development Department provides assistance in business attraction, relocation, and retention for the City of Grapevine. The department will plan, market, and direct the business recruitment, retention, and expansion programs for the City. Identifying quality business prospects and creating and executing successful marketing campaigns to attract those businesses to Grapevine is a top priority.

Departmental goals include maintaining positive relationships with developers, brokers, and other business professionals in order to encourage business expansion consistent with the City's mission and vision. The department also serves as a liaison between new businesses and City departments to assist with required permitting, utility service arrangements, building and fire codes, and zoning and occupancy issues.

<u>Performance Indicators</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Support Targeted real estate development:					
- Complete a market and site context analysis on 185 acre city owned tract	1	1	1	1	1
Business retention and new business development:					
- Local business visits	25	124	45	45	45
- Broker meetings	6	100	10	10	10
- Presentations to Chamber of Commerce and ED partnership meetings	12	8	12	12	12
- Network and retention events attended	12	53	18	18	18
- Leads obtained from network and retention events	25	14	35	35	35
- Trade shows attended	2	5	5	5	5
- Social media posts	25	130	1,000	1,000	1,000
Market analysis and trends:					
- Retail and transit oriented development study	1	1	1	1	1

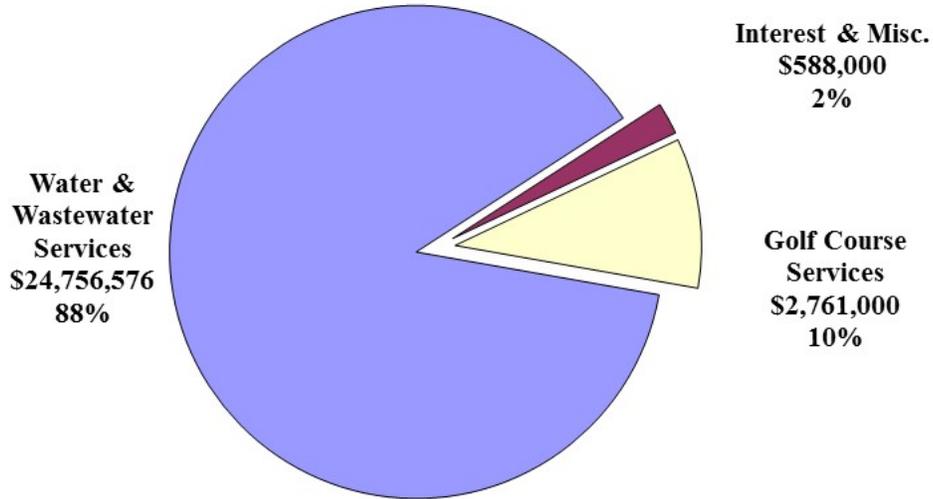
CITY OF GRAPEVINE, TEXAS
 FY 2017-18 APPROVED OPERATING BUDGET
 SUMMARY TABLE OF ALL FUNDS

-- ENTERPRISE FUNDS --

	Utility Enterprise Fund	Lake Enterprise Fund	Total All Funds
REVENUES AND OTHER FINANCING SOURCES:			
Charges for Services	24,756,576	2,761,000	27,517,576
Interest Income	120,000	1,000	121,000
Miscellaneous	205,000	262,000	467,000
Total Revenues	25,081,576	3,024,000	28,105,576
EXPENDITURES AND OTHER FINANCING USES:			
Personnel	3,470,982	1,396,539	4,867,521
Supplies	780,579	352,357	1,132,936
Maintenance	428,319	127,700	556,019
Services	14,640,090	710,487	15,350,577
Debt Service	1,505,044		1,505,044
Transfers Out	6,950,477	343,875	7,294,352
Capital Outlay	1,750,500	90,000	1,840,500
Total Expenditures	29,525,991	3,020,958	32,546,949
NET CHANGE IN FUND BALANCE	(4,444,415)	3,042	(4,441,373)
BEGINNING FUND BALANCE	17,250,875	(2,979,522)	14,271,353
ENDING FUND BALANCE	12,806,460	(2,976,480)	9,829,980

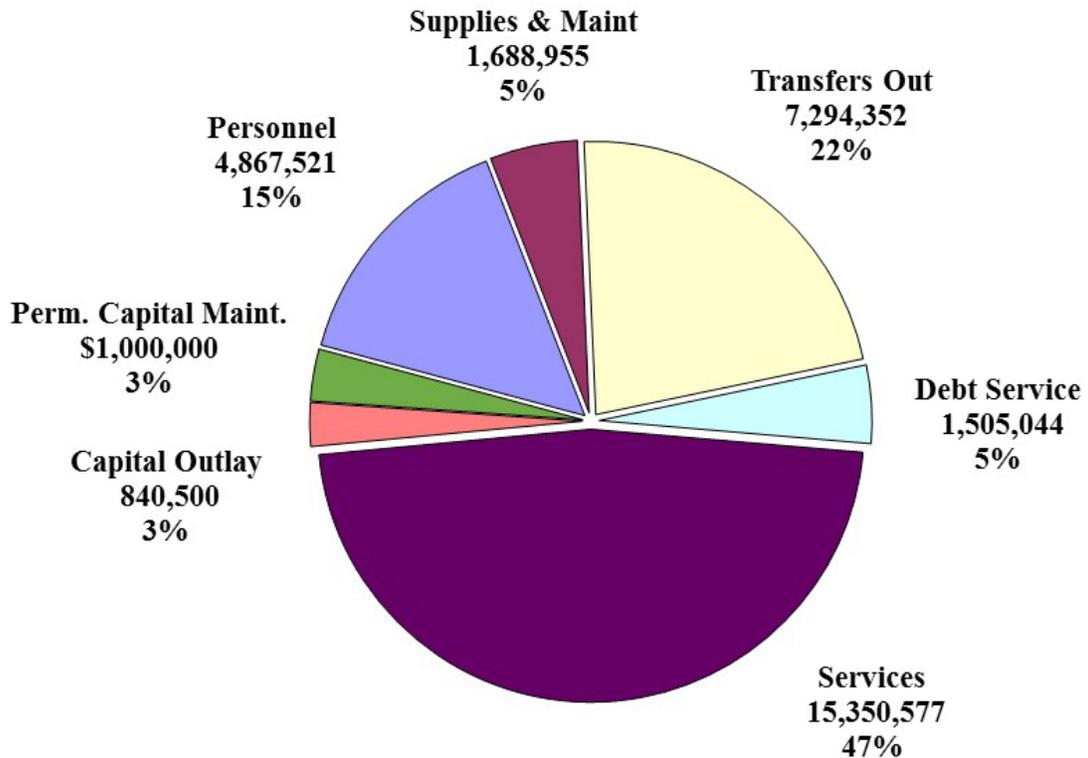
REVENUE FUNDING SOURCES

"Where The Money Comes From"



EXPENDITURE FUNDING USES

"Where the Money Goes"



Revenue and Other Financing Sources

FY18 revenue is budgeted at \$28.1 million, a decrease of \$100,000 (-0.4%) from the previous year's budget. A vast majority (97%) consists of charges for services, which represent water and wastewater services in the Utility fund, and golf course services in the Lake Enterprise fund.

Water Sales are budgeted at \$15.9 million, down \$100,000 from last year's budget of \$16 million. Water sales in FY17 were \$14.4 million and represent a 4% increase from the previous year. In addition, Council approved a 3% water rate increase for FY18.

WATER SALES	<u>FY-2012</u>	<u>FY-2013</u>	<u>FY-2014</u>	<u>FY-2015</u>	<u>FY-2016</u>	<u>FY-2017</u>
Collections	\$12,333,770	\$12,058,529	\$13,215,522	\$13,119,439	\$13,869,776	\$14,479,572
Gain / (Loss)	(\$790,882)	(\$275,241)	\$1,156,993	(\$96,083)	\$750,337	\$609,796
% Change	-6%	-2%	10%	-1%	6%	4%

Wastewater Charges are budgeted at \$8.4 million, and represent virtually no change from the previous year. Revenue in this category increased by \$150,000 last year, which represents a change of 2%. Council approved a 3% sewer rate increase for FY18. Combined water and wastewater charges represent 88% of revenue in the Enterprise Funds category.

WASTEWATER SALES	<u>FY-2012</u>	<u>FY-2013</u>	<u>FY-2014</u>	<u>FY-2015</u>	<u>FY-2016</u>	<u>FY-2017</u>
Collections	\$6,533,301	\$6,629,881	\$7,645,169	\$7,581,393	\$7,909,288	\$8,059,370
Gain / (Loss)	\$6,433	\$96,580	\$1,015,288	(\$63,776)	\$327,895	\$150,082
% Change	0.1%	1%	15%	-1%	4%	2%

Golf Course Green Fees are budgeted at \$1.38 million and represent a decrease of \$115,000 from the previous year. Actual green fee revenue in FY17 totaled \$1.4 million and represented an increase of 9% from the previous year.

GOLF COURSE GREEN FEES	<u>FY-2012</u>	<u>FY-2013</u>	<u>FY-2014</u>	<u>FY-2015</u>	<u>FY-2016</u>	<u>FY-2017</u>
Collections	\$1,566,778	\$1,525,024	\$1,471,201	\$1,009,243	\$1,317,741	\$1,441,966
Gain / (Loss)	\$33,619	(\$41,754)	(\$53,823)	(\$461,958)	\$308,498	\$124,225
% Change	2.2%	-3%	-4%	-31%	31%	9%

The number of golf rounds played in FY17 was 64,424 and represented an increase of 15% from the previous year's total of 55,905.

GOLF ROUNDS PLAYED	<u>FY-2012</u>	<u>FY-2013</u>	<u>FY-2014</u>	<u>FY-2015</u>	<u>FY-2016</u>	<u>FY-2017</u>
Rounds	70,559	69,008	68,368	48,689	55,905	64,424
Gain / (Loss)	4,707	(1,551)	(640)	(19,679)	7,216	8,519
% Change	7%	-2%	-1%	-29%	15%	15%

Expenditures and Other Financing Uses

Expenditures of Enterprise funds in FY18 are budgeted at \$32.5 million and represent an increase of \$4.7 million (17%) from the prior year budget. Utility fund operations account for 87% of the total, while Golf course operations account for 13%.

Personnel expenses are budgeted at \$4.8 million, an increase of \$153,000 from the previous year. Included in the personnel budgets is a 3% across-the board market adjustment and a 2% merit salary increase. Personnel expenses in the Utility fund, budgeted at \$3.4 million in FY18, account for 70% of total personnel costs.

ENTERPRISE FUND PERSONNEL COSTS	<u>FY-2012</u>	<u>FY-2013</u>	<u>FY-2014</u>	<u>FY-2015</u>	<u>FY-2016</u>	<u>FY-2017</u>
Utility Fund	\$2,830,002	\$2,916,458	\$3,064,911	\$3,039,974	\$3,254,832	\$3,084,428
Golf Fund	\$1,253,907	\$1,287,063	\$1,114,299	\$1,164,779	\$1,382,107	\$1,396,379
Total	\$4,083,909	\$4,203,521	\$4,179,210	\$4,204,753	\$4,636,939	\$4,480,807
Increase / (Decrease)	\$80,512	\$119,612	(\$24,311)	\$25,543	\$432,186	(\$156,132)
% Change	2.0%	2.9%	-0.6%	0.6%	10.3%	-3.4%

Personnel costs in FY17 totaled \$4.4 million and represented a decrease of \$156,132 (-3.4%) from the previous year. Total authorized positions in FY18 are 76.42 FTE.

Services are budgeted at \$15.3 million, and represent an increase of \$747,000 (5%) from the prior year. In the Golf fund, the Pro Shop has taken over operation of the practice range and merchandise sales, which were formally privatized. The cost of this operation is budgeted at \$147,000.

Utility costs for FY18 are budgeted at \$1.1 million and represent an increase of \$106,000 from the previous year's budget. Actual utility expenses in FY17 were \$824,416 and represented a decrease of 2% from FY16.

ENTERPRISE FUND	<u>FY-2012</u>	<u>FY-2013</u>	<u>FY-2014</u>	<u>FY-2015</u>	<u>FY-2016</u>	<u>FY-2017</u>
UTILITY COSTS						
Utility Fund	\$779,957	\$870,740	\$671,882	\$724,446	\$649,927	\$586,672
Golf Fund	\$211,102	\$230,899	\$198,745	\$179,992	\$194,486	\$237,744
Total	\$991,059	\$1,101,639	\$870,627	\$904,438	\$844,413	\$824,416
Increase / (Decrease)	(\$177,429)	\$110,580	(\$231,012)	\$33,811	(\$60,025)	(\$19,997)
% Change	-15%	11%	-21%	4%	-7%	-2%

Purchase/Storage & Treatment costs are budgeted at \$11.5 million, an increase of \$911,000 from the previous year. The Trinity River Authority (TRA) is raising the rate it charges the City by 3% in FY18. Actual expenditures in FY17 totaled \$9.5 million and represented a decrease of \$197,365 from the previous year. The FY18 projection includes water purchases from TRA of 7.2 mgd; raw water purchases from the City of Dallas for irrigation of the golf course and ball fields of 1.8 mgd; and wastewater return flow purchases from the Dallas County Park Cities Municipal Utility District of 3.49 mgd.

PURCHASE / STORAGE & TREATMENT	<u>FY-2012</u>	<u>FY-2013</u>	<u>FY-2014</u>	<u>FY-2015</u>	<u>FY-2016</u>	<u>FY-2017</u>
Water	\$6,479,836	\$7,307,104	\$7,497,617	\$8,010,684	\$8,412,477	\$7,989,618
Wastewater	\$820,311	\$1,205,070	\$1,298,730	\$1,368,647	\$1,282,688	\$1,508,182
Total	\$7,300,147	\$8,512,174	\$8,796,347	\$9,379,331	\$9,695,165	\$9,497,800
Increase / (Decrease)	(\$1,215,233)	\$1,212,027	\$284,173	\$582,984	\$315,834	(\$197,365)
% Change	-14%	17%	3%	7%	3%	-2%

Transfers Out are budgeted at \$7.2 million and is comprised of the 7.5% administrative fee to the General fund (\$1.8 million from Utility and \$112,500 from Golf). This represents an increase of \$5.3 million, as both the Utility and Golf funds both contain operating transfers out to capital project funds (\$5,084,734 for Utility and \$240,000 for Golf). Actual expenditures in FY17 totaled \$3.9 million and included an operating transfer of \$2 million from the Utility Enterprise fund to the Economic Development fund.

Debt Service expenditures are budgeted at \$1.5 million, down \$700,000 from the previous year. Debt service expenditures are comprised of principal and interest payments on outstanding waterworks and sewer revenue bonds, principal and interest payments on outstanding golf course certificates of obligation, paying agent fees, bond issuance costs, and arbitrage fees (if applicable).

FY 2017-18 APPROVED OPERATING BUDGET
FUND 200 - UTILITY ENTERPRISE

- Budget At-A-Glance -

REVENUE AND OTHER FINANCING SOURCES:	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Water Sales	14,013,898	16,096,803	14,684,649	15,990,385
Wastewater Sales	7,909,288	8,454,198	8,059,370	8,461,691
Tap & Inspection Fees	166,913	48,000	370,358	102,000
Reconnects & Transfers	222,413	200,000	202,962	202,500
Interest Income	82,290	50,000	174,451	120,000
Miscellaneous	864,831	250,000	807,743	205,000
Total	23,259,634	25,099,001	24,299,533	25,081,576

EXPENDITURES AND OTHER FINANCING USES:	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel	3,254,832	3,377,528	3,084,428	3,470,982
Supplies	509,344	815,493	668,017	780,579
Maintenance	329,978	437,700	373,372	428,319
Services	12,712,493	13,940,067	12,359,733	14,640,090
Debt Service	2,766,491	2,190,494	10,356	1,505,044
Permanent Capital Maintenance	773,037	1,870,000	656,826	1,000,000
Transfers Out	1,672,193	1,863,675	3,826,307	1,865,743
Capital Outlay	656,097	312,500	27,287	750,500
Total	22,674,466	24,807,457	21,006,325	24,441,257

EXPENDITURES AND PERSONNEL BY PROGRAM:	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved	Personnel ⁽¹⁾
Water Distribution	2,862,696	1,546,303	1,331,357	1,382,111	14.50
Water Treatment	9,991,169	10,875,422	9,480,123	11,643,782	12.50
Utility Billing	571,422	669,357	573,012	637,569	5.28
Wastewater Collection	1,485,736	1,122,166	814,018	1,430,872	10.00
Wastewater Treatment	3,585,277	3,086,278	2,752,014	3,355,843	9.00
Utility Administrative Services	3,403,038	5,637,931	5,398,975	4,991,080	0.00
Permanent Capital Maintenance	773,037	1,870,000	656,826	1,000,000	0.00
Total	22,672,375	24,807,457	21,006,325	24,441,257	51.28

⁽¹⁾ In full-time equivalents

FY 2017-18 APPROVED OPERATING BUDGET
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
UTILITY ENTERPRISE FUND

	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
BEGINNING WORKING CAPITAL:	12,701,404	13,372,499	13,957,667	13,957,667	17,250,875
OPERATING REVENUE:					
Water Sales	13,216,512	14,013,898	16,096,803	14,684,649	15,990,385
Wastewater Sales	7,581,393	7,909,288	8,454,198	8,059,370	8,461,691
Tap & Inspection Fees	130,709	166,913	48,000	370,358	102,000
Reconnects & Transfers	202,128	222,413	200,000	202,962	202,500
Interest Income	29,810	82,290	50,000	174,451	120,000
Miscellaneous Income	789,171	864,831	250,000	807,743	205,000
Total Operating Revenue	21,949,724	23,259,634	25,099,001	24,299,533	25,081,576
TRANSFERS IN:	0	0	0	0	0
TOTAL REVENUE AND TRANSFERS	21,949,724	23,259,634	25,099,001	24,299,533	25,081,576
OPERATING EXPENDITURES:					
Personnel	3,039,974	3,254,832	3,377,528	3,084,428	3,470,982
Supplies	453,119	509,344	815,493	668,017	780,579
Maintenance	37,803	329,978	437,700	373,372	428,319
Services	12,551,234	12,712,493	13,940,067	12,359,733	14,640,090
Debt Service	3,184,969	2,766,491	2,190,494	10,356	1,505,044
Permanent Capital Maint.	423,995	773,037	1,870,000	656,826	1,000,000
Capital Outlay	0	656,097	312,500	27,287	750,500
Total Expenditures	19,691,093	21,002,273	22,943,782	17,180,018	22,575,514
TRANSFERS OUT:					
Transfer to General Fund - Admin Fee	1,587,535	1,650,769	1,863,675	1,826,307	1,865,743
Transfer to Economic Development Fund	0	0	0	2,000,000	0
Transfer to Capital Equipment Fund	0	21,424	0	0	0
Total Transfers Out	1,587,535	1,672,193	1,863,675	3,826,307	1,865,743
TOTAL EXPENDITURES AND TRANSFERS	21,278,629	22,674,466	24,807,457	21,006,325	24,441,257
SURPLUS / (DEFICIT)	671,095	585,168	291,544	3,293,208	640,319
TRANSFER TO CAPITAL PROJECTS FUND	0	0	0	0	5,084,734
ENDING WORKING CAPITAL:	13,372,499	13,957,667	14,249,211	17,250,875	12,806,460
FUND BALANCE REQUIREMENT:	3,236,892	3,452,428	3,771,581	2,824,113	3,711,043

* Fund balance requirement is 16% of total net budgeted expenses or 60 days of operation.
The FY 2017-18 projected Ending Working Capital Balance represents **207** days of operation.

FY 2017-18 APPROVED OPERATING BUDGET
 UTILITY ENTERPRISE FUND DEPARTMENTAL SUMMARY
 BY DIVISION

Expenditures by Division	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Water Distribution	2,442,612	2,862,696	1,546,303	1,331,357	1,382,111
Water Treatment	9,477,012	9,991,169	10,875,422	9,480,123	11,643,782
Utility Billing	539,788	571,422	669,357	573,012	637,569
Wastewater Collection	898,794	1,485,736	1,122,166	814,018	1,430,872
Wastewater Treatment	3,534,640	3,585,277	3,086,278	2,752,014	3,355,843
Utility Administrative Services	3,952,463	3,403,038	5,637,931	5,398,975	4,991,080
Permanent Capital Maintenance	423,995	773,037	1,870,000	656,826	1,000,000
Disaster Recovery	9,323	2,091	0	0	0
Total	21,278,629	22,674,466	24,807,457	21,006,325	24,441,257

<u>PUB WKS - WATER DISTRIBUTION</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2017</u>	<u>2018</u>
Director of Public Works	0.5	0.5	0.5	0.5	0.5
Assistant Public Works Director/Operations	0.5	0.5	0.5	0.5	0.5
Administrative Secretary	0.5	0.5	0.5	0.5	0.5
WO System Data Coordinator	0.5	0.5	0.5	0.5	0.5
GIS Engineering Coordinator	0.5	0.5	0.5	0.5	0.5
Utility Service Coordinator	1	1	1	1	1
Water Crew Leader	3	3	3	3	3
Sr Meter Reader	1	1	1	1	1
Meter Reader	2	2	2	2	2
Equipment Operator II	1	1	1	1	1
Equipment Operator I	3	3	3	3	3
Customer Service Technician	1	1	1	1	1
TOTAL FULL-TIME POSITIONS	14.50	14.50	14.50	14.50	14.50

DIVISION TOTAL POSITIONS	14.50	14.50	14.50	14.50	14.50
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<u>PUB WKS - WATER TREATMENT</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2017</u>	<u>2018</u>
W/WW Plant Manager	0.5	0	0.5	0.5	0.5
Utility Manager	1	1	1	1	1
Water Plant Manager	1	1	0	0	0
Assistant Water Plant Manager	1	1	1	1	1
Water Quality Tech	0	0	1	1	1
Water Plant Shift Supervisor	2	2	2	2	2
Plant Operator	5	5	5	5	5
Plant Mechanic II	1	1	1	1	1
Plant Operator Trainee	1	1	1	1	1
TOTAL FULL-TIME POSITIONS	12.50	12.00	12.50	12.50	12.50

FY 2017-18 APPROVED OPERATING BUDGET
 UTILITY ENTERPRISE FUND DEPARTMENTAL SUMMARY
 BY DIVISION

<u>PUB WKS - WW COLLECTION</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2017</u>	<u>2018</u>
Utility Service Coordinator	1	1	1	1	1
Sr. Civil Engineer	0.5	0.5	0.5	0.5	0.5
GIS Engineering Coordinator	0.5	0.5	0.5	0.5	0.5
Lift Station Specialist	1	1	1	1	1
Equipment Operator III	1	1	1	1	1
Equipment Operator II	1	1	1	1	1
Equipment Operator I	2	2	2	2	2
Crew Leader	2	2	2	2	2
Crew Worker	1	1	1	1	1
TOTAL FULL-TIME POSITIONS	10.00	10.00	10.00	10.00	10.00
<u>PUBLIC WORKS - WW TREATMENT</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2017</u>	<u>2018</u>
Deputy Director of Public Works	0.5	0.5	0.5	0.5	0.5
Wastewater Plant Manager	0.5	0.5	0.5	0.5	0.5
Assistant WW Plant Manager	1	1	1	1	1
Chief Operator	1	1	1	1	1
Plant Operator	3	3	4	4	4
Plant Operator Trainee	2	2	1	1	1
Plant Mechanic II	1	1	1	1	1
TOTAL FULL-TIME POSITIONS	9.00	9.00	9.00	9.00	9.00
<u>UTILITY BILLING</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2017</u>	<u>2018</u>
Accounting Manager	0.5	0	0.5	0.5	0.5
Accountant	0	1	0	0	0
Utility Billing Customer Svc. Supv.	1	1	1	1	1
Utility Billing Technician	1	1	1	1	1
Financial Program Analyst II	0	0	0	1	1
Billing Clerk	2	2	2	1	1
A/P Clerk	0.5	0.5	0.5	0.5	0.5
TOTAL FULL-TIME POSITIONS	5.00	5.50	5.00	5.00	5.00
<u>PART-TIME POSITIONS</u>					
Mail Carriers	0.275	0.275	0.275	0.275	0.275
TOTAL PART-TIME POSITIONS	0.28	0.28	0.28	0.28	0.28
DIVISION TOTAL POSITIONS	5.28	5.78	5.28	5.28	5.28
TOTAL UTILITY FUND	51.28	51.28	51.28	51.28	51.28

**Public Works - Water Distribution
200-530-1**

Expenditures by Major Object	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel	967,383	975,094	974,244	946,511	974,856
Supplies	17,454	40,535	74,142	192,234	54,142
Maintenance	8,232	94,216	137,900	131,209	132,719
Services	76,251	83,444	92,517	61,404	99,894
Capital Outlay	0	289,208	267,500	0	120,500
Total	2,442,612	2,862,696	1,546,303	1,331,357	1,382,111

Objectives

- Field test large water meters to improve accuracy and reduce unaccounted for water.
- Decrease water loss due to leaks in the distribution system.
- Decrease downtime for planned and emergency shutoffs.
- Maintain water quality in the distribution system by flushing dead-end lines and system-wide flushing (required by the Texas Commission on Environmental Quality).
- Update water maps and coordinate valve locations utilizing GPS data collectors.

<u>Performance Indicators</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Meter change outs due to failure or inaccuracy (< 1% of total meters)	309	1,071	<140	<140	<140
Unaccounted water loss	0.23%	N/A	3.00%	3.00%	3.00%
Meter reading accuracy	99.85%	99	99%	99%	99%
Cycle main line valves system wide	557	351	1,000	1,000	1,000
Flush entire water system annually	1 x Year	N/A	1 x Year	1 x Year	1 x Year
Emergency callout response time (minutes)	30	13	30	30	30
Flush dead-end water mains at minimum rate of 3 CFS	159 per month	N/A	Monthly	Monthly	Monthly
Water meter change outs (per month)	401	93	118	118	118
Clean and inspect elevated and ground water storage tanks (x per year)	7	N/A	1 x Year	1 x Year	1 x Year

**Public Works - Water Treatment
200-530-2**

Expenditures by Major Object	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	717,592	790,483	837,868	748,283	857,040
Supplies	242,073	246,421	403,837	245,234	415,513
Maintenance	10,297	64,723	60,215	69,206	64,015
Services	8,480,711	8,840,784	9,573,502	8,417,399	10,187,214
Capital Outlay	0	0	0	0	120,000
Total	9,477,012	9,991,169	10,875,422	9,480,123	11,643,782

Objectives

- Provide water conservation education to effectively manage water resources.
- Comply with EPA and the TCEQ regulations.
- Maintain turbidity <0.10 NTUs
- Maintain levels below 80 mg/l for TTHMs and 60 mg/l for HHA5s.
- Total organic compounds compliance, using any of the three methods required by the TCEQ.
- Cross-train two operators per year in wastewater treatment.

<u>Performance Indicators</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
TOC compliance	100%	100%	100%	100%	100%
Average NTU / turbidity level	0.080	0.095	<0.10	<0.10	<0.10
Average manganese level	0.009	0.009	0.010	0.010	0.010
THM / HHA5s formation limit	45.2/22.9	38.1/24.3	<50/30	<50/30	<50/30
Distribution system bacteriological samples per month	50.0	50	50.0	50.0	50.0
In-house safety inspections per year	12	12	12	12	12
Plant operators cross-trained per year	0	0	2	2	2
Plant water pumping capacity available (million gallons per day)	7.735	8.000	8.000	8.000	8.000
Maintenance costs (quarterly) per million gallons of water treated	\$32.38	45.14	<\$38.00	<\$38.00	<\$38.00

**Fiscal Services - Utility Billing
200-530-3**

<u>Expenditures by Major Object</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel	273,451	316,790	304,551	313,897	311,644
Supplies	86,920	79,961	115,000	72,129	103,000
Maintenance	730	0	8,000	0	0
Services	178,688	174,671	231,806	186,986	222,925
Capital Outlay	0	0	10,000	0	0
Total	539,788	571,422	669,357	573,012	637,569

Objectives

- Post customer collections and process work orders in a timely and accurate manner.
- Present a courteous and friendly demeanor to the public at all times.
- Monitor water and sewer reading routes on a regular basis to ensure that billings are accurate and reports are reconciled monthly.
- Process all billing cycles in a timely manner and report delinquent accounts to credit reporting agencies in a timely manner.

<u>Performance Indicators</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Average active residential accounts per month	12,325	12,416	13,600	12,450	12,500
Average active non-residential accounts per month	2,051	2,255	2,199	2,258	2,300
Average cut-off notices per month	1,045	1,022	1,000	970	1,000

**Public Works - Wastewater Collection
200-531-1**

Expenditures by Major Object	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel	572,511	623,468	669,162	494,911	701,999
Supplies	11,194	62,889	86,450	62,477	71,368
Maintenance	10,672	87,613	145,600	83,847	92,200
Services	158,599	161,026	185,954	145,496	55,305
Capital Outlay	0	366,889	35,000	27,287	510,000
Total	898,794	1,485,736	1,122,166	814,018	1,430,872

Objectives

- Continue eradication of inflow and infiltration (I&I) sources in an effort to reduce the wastewater stream.
- Maintain lift stations to the best mechanical working condition to eliminate sanitary sewer overflows.
- Maintain sewer lines to eliminate sanitary sewer overflows.
- Update wastewater maps to provide accurate data for inspection, repair and location.
- Maintain and repair 226.6 miles of sanitary sewer lines, 3,218 manholes and 32 wastewater lift stations.

<u>Performance Indicators</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Pull and inspect lift station pumps	62	39	61	61	61
Reportable sanitary sewer overflows	11	2	0	0	0
Identify and repair I&I problem areas	39	4	36	36	36
Smoke testing of sewer lines (linear feet)	62,198	440	53,000	53,000	53,000
Sewer manholes inspected	1,262	456	322	322	322
Sewer manholes repaired	33	4	33	33	33
Sewer manholes rehabbed	33	3	33	33	33
Clean and inspect lift station wet wells	53	21	30	30	30
TV inspection of sewer lines in linear feet	53,970	18,613	53,000	53,000	53,000
Linear feet of sewer lines cleaned	93,885	412,600	607,200	607,200	607,200
Daily inspections of lift stations	365	184	365	365	365
Emergency callout response time (min.)	30	9	30	30	30

**Public Works - Wastewater Treatment (Resource Recovery Facility RRF)
200-531-2**

<u>Expenditures by Major Object</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel	509,037	546,907	591,703	580,827	625,443
Supplies	86,591	76,419	124,464	87,250	129,056
Maintenance	7,527	83,426	85,985	89,110	139,385
Services	1,891,935	1,847,472	2,284,126	1,994,828	2,461,959
Capital Outlay	0	0	0	0	0
Total	3,534,640	3,585,277	3,086,278	2,752,014	3,355,843

Objectives

- Meet and/or exceeds TPDES permit and EPA requirements.
- Reduce volatile organic to 39% in bio-solids to achieve a Class B sludge to landfill.
- Cross-train two operators per year in water treatment.
- Reduce bio-solids hauls to <145 loads per quarter.
- Maintain Wastewater Plant equipment, to insure equipment downtime is reduced.
- Operate plant efficiently to minimize odor complaints.

<u>Performance Indicators</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Cross-trained operators per year	2	7		1	1
Ammonia mg/l Summer / Ammonia mg/l Winter Ammonia Nitrogen Seasonal (Permit)	1.50	5.00	<1.5 / 3.0	<1.5 / 3.0	<1.5 / 3.0
BOD mg/l	4.49	14.00	<5	<5	<5
TSS mg/l	8.47	7.00	<5	<5	<5
Yearly plant inspection rating	100%	100%	100%	100%	100%
In-house operational safety inspections	12	12	12	12	12
Cost per 1000 gallon of treated wastewater less bonds	\$1.08	\$0.97	<\$1.25	<\$1.25	<\$1.25
Daily average flow (million gallons per day)	2.968	3.405	<3.49	<3.49	<3.49
Average peak flow (million gallons per day)	4.146	5.059	<5.75	<5.75	<5.75
Quarterly maintenance costs per million gallons treated	\$100.84	\$43.65	<\$66.75	<\$66.75	<\$66.75

**Fiscal Services - Utility Administrative Services
200-533-1**

<u>Expenditures by Major Object</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel	0	0	0	0	0
Supplies	0	3,119	11,600	8,692	7,500
Maintenance	0	0	0	0	0
Services	1,764,959	1,605,096	1,572,162	1,553,620	1,612,793
Utility Bond Payments	599,969	122,629	2,190,494	10,356	1,505,044
Capital Outlay	0	0	0	0	0
Transfers	1,587,535	1,672,193	1,863,675	3,826,307	1,865,743
Total	3,952,463	3,403,038	5,637,931	5,398,975	4,991,080

Objectives

- Account for the accumulation of resources for, and the payment of, long-term debt principal and interest for revenue bonds and obligations under capital leases when due throughout the year and administrative overhead costs.
- Also accounts for supplies, training, travel, software and other project expenses of the City's Geographic Information System (GIS).

**Public Works - Utility Permanent Capital Maintenance
200-534-0**

Expenditures by Major Object	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Supplies	0	0	0	0	0
Maintenance	65,886	342,891	1,870,000	656,826	1,000,000
Services	0	0	0	0	0
Capital Outlay	0	56,142	0	0	0
Amortization/Depreciation	358,108	374,003	0	0	0
Total	423,995	773,037	1,870,000	656,826	1,000,000

FY 2017-18 APPROVED OPERATING BUDGET
FUND 210 - GOLF

- Budget At-A-Glance -

	2015-16	2016-17	2016-17	2017-18	
REVENUE AND OTHER FINANCING SOURCES:	Actual	Budget	Estimate	Approved	
Cart Rentals	613,284	775,000	687,793	627,000	
Tournament Fees	2,650	6,500	2,108	4,000	
Driving Range	208,915	185,000	213,011	255,000	
Golf Pro Shop % of Sales	183,665	203,500	217,417	200,000	
Golf Course Green Fees	1,317,339	1,500,000	1,441,966	1,385,000	
Annual Green Fee Memberships	200,000	150,000	274,307	225,000	
Restaurant % of Sales	28,523	44,200	29,740	35,000	
Lesson Income	15,795	20,000	39,097	30,000	
Interest Income	701	155	1,531	1,000	
Golf Sub-Lease	222,149	200,000	243,981	240,000	
Miscellaneous	27,667	21,500	21,237	22,000	
Total	2,820,688	3,105,855	3,172,189	3,024,000	
EXPENDITURES AND OTHER FINANCING USES:	Actual	Budget	Estimate	Approved	
Personnel	1,382,107	1,336,646	1,396,379	1,396,539	
Supplies	575,071	346,058	343,333	352,357	
Maintenance	98,909	173,549	107,356	127,700	
Services	713,347	695,904	718,852	710,487	
Debt Service	486,723	0	0	0	
Transfers Out	98,831	112,500	108,147	343,875	
Capital Outlay	140,365	286,877	226,604	90,000	
Total	3,495,353	2,951,534	2,900,671	3,020,958	
EXPENDITURES AND PERSONNEL BY PROGRAM:	Actual	Budget	Estimate	Approved	Personnel ⁽¹⁾
Pro Shop	1,673,987	1,611,740	1,600,098	1,661,287	9.88
Course Maintenance	1,331,122	1,339,794	1,300,573	1,359,671	15.26
Debt Service	486,723	0	0	0	NA
Total	3,491,832	2,951,534	2,900,671	3,020,958	25.14

⁽¹⁾ In full-time equivalents

FY 2017-18 APPROVED OPERATING BUDGET
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
GOLF FUND

	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
BEGINNING WORKING CAPITAL:	(1,544,019)	(2,576,375)	(3,251,040)	(3,251,040)	(2,979,522)
OPERATING REVENUE:					
Cart and Club Rentals	517,908	613,284	775,000	687,793	627,000
Tournament Fees	2,950	2,650	6,500	2,108	4,000
Driving Range	164,218	208,915	185,000	213,011	255,000
Golf Pro Shop Sales	152,912	183,665	203,500	217,417	200,000
Golf Course Green Fees	1,009,453	1,317,339	1,500,000	1,441,966	1,385,000
Annual Green Fee Memberships	121,374	200,000	150,000	274,307	225,000
Restaurant % of Sales	27,884	28,523	44,200	29,740	35,000
Lesson Income	6,882	15,795	20,000	39,097	30,000
Interest Income	267	701	155	1,531	1,000
Golf Sub-Lease	189,647	222,149	200,000	243,981	240,000
Miscellaneous Income	(299,939)	27,667	21,500	21,237	22,000
Total Operating Revenue	1,893,555	2,820,688	3,105,855	3,172,189	3,024,000
TRANSFERS IN:	0	0	0	0	0
TOTAL REVENUE AND TRANSFERS	1,893,555	2,820,688	3,105,855	3,172,189	3,024,000
OPERATING EXPENDITURES:					
Personnel	1,164,779	1,382,107	1,336,646	1,396,379	1,396,539
Supplies	342,947	575,071	346,058	343,333	352,357
Maintenance	75,261	98,909	173,549	107,356	127,700
Services	733,277	713,347	695,904	718,852	710,487
Debt Service	533,937	486,723	0	0	0
Capital Outlay	0	140,365	286,877	226,604	90,000
Total Operating Expenditures	2,850,202	3,396,523	2,839,034	2,792,524	2,677,083
TRANSFERS OUT:					
Transfer to General Fund - Admin Fee	75,709	98,831	112,500	108,147	103,875
Transfer to Capital Project Fund	0	0	0	0	240,000
Total Transfers Out	75,709	98,831	112,500	108,147	343,875
TOTAL EXPENDITURES AND TRANSFERS	2,925,911	3,495,353	2,951,534	2,900,671	3,020,958
SURPLUS / (DEFICIT)	(1,032,356)	(674,665)	154,321	271,518	3,042
ENDING WORKING CAPITAL:	(2,576,375)	(3,251,040)	(3,096,719)	(2,979,522)	(2,976,480)
FUND BALANCE REQUIREMENT:	702,790	837,499	700,036	688,567	660,103

* Fund balance requirement is 25% of total net budgeted expenses or 90 days of operation.
City Council has suspended the fund balance requirement for the Lake Enterprise Fund for FY 2016-17.

FY 2017-18 APPROVED OPERATING BUDGET
 GOLF FUND DEPARTMENTAL SUMMARY
 BY DIVISION

Expenditures by Division	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Pro Shop	1,318,187	1,673,987	1,611,740	1,600,098	1,661,287
Course Maintenance	1,058,801	1,331,122	1,339,794	1,300,573	1,359,671
Debt Service **	533,937	0	0	0	0
Disaster Recovery **	14,987	0	0	0	0
Total	2,925,911	3,005,109	2,951,534	2,900,671	3,020,958

** Not a separate operating division.

<u>GOLF FUND - PRO SHOP</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2017</u>	<u>2018</u>
Director of Golf	1	1	1	1	1
Assistant Director of Golf/Head Pro	1	1	1	1	1
Golf Relations & Activities Coordinator	1	1	0	0	0
Assistant Golf Pro	3	3	4	4	4
TOTAL FULL-TIME POSITIONS	6.00	6.00	6.00	6.00	6.00

<u>PART-TIME POSITIONS</u>					
Pro Shop Maintenance Worker	3.88	3.88	3.88	3.88	3.88
DIVISION TOTAL POSITIONS	9.88	9.88	9.88	9.88	9.88

<u>GOLF FUND - GOLF MAINTENANCE</u>					
Greens Superintendent	1	1	1	1	1
Assistant Greens Superintendent	2	1	1	1	1
Groundskeeper	10	10	10	10	10
Golf Course Mechanic	1	1	1	1	1
TOTAL FULL-TIME POSITIONS	14.00	13.00	13.00	13.00	13.00

<u>PART-TIME POSITIONS</u>					
Groundskeeper	2.26	2.26	2.26	2.26	2.26
DIVISION TOTAL POSITIONS	16.26	15.26	15.26	15.26	15.26

TOTAL LAKE ENTERPRISE FUND	26.14	25.14	25.14	25.14	25.14
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Golf - Pro Shop
210-340-1

Expenditures by Major Object	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	546,248	628,129	612,275	648,772	641,370
Supplies	124,741	366,159	137,924	146,221	134,652
Maintenance	70	20,667	51,578	20,052	27,000
Services	571,419	542,208	454,586	492,771	514,390
Capital Outlay	0	17,994	242,877	184,134	0
Transfers	75,709	98,831	112,500	108,147	343,875
Total	1,318,187	1,673,987	1,611,740	1,600,098	1,661,287

Objectives

- Improve public image and appreciation of the facility.
- Maintain the number of tournaments held by different customer groups.
- Continue to develop and increase junior participation in golfing activities.
- Maintain rounds of golf played.
- Improve golf sales.
- Provide customer service training for staff members with special emphasis on team building.

<u>Performance Indicators</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Number of tournaments held annually	44	130	130	130	130
Number of participants in junior golf activities	73	775	775	775	775
Number of participants in special community development programs	845	1,900	1,900	1,900	1,900
Number of staff training sessions held	9	12	12	12	12
Annual rounds of golf played	25,238	70,000	70,000	70,000	70,000
	Paid Rounds	TTL Rounds	TTL Rounds	TTL Rounds	TTL Rounds

Golf - Course Maintenance
210-340-2

Expenditures by Major Object	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Personnel Services	618,531	753,978	724,371	747,607	755,169
Supplies	208,556	208,912	208,134	197,112	217,705
Maintenance	75,191	74,721	121,971	87,304	100,700
Services	156,522	171,140	241,318	226,081	196,097
Capital Outlay	0	122,371	44,000	42,469	90,000
Transfers	0	0	0	0	0
Total	1,058,801	1,331,122	1,339,794	1,300,573	1,359,671

Objectives

- Continue to improve the care and operation of maintenance equipment.
- Conduct monthly training/safety meetings to emphasize proper operation and maintenance of equipment.
- Continue to improve the overall playability of the course.
- Continue to improve putting quality through frequent aerification, top dressing and verticutting primarily during the Bermuda grass growing season.
- Improve the upkeep and appearance of the maintenance facility and adjacent areas.

<u>Performance Indicators</u>	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Approved
Number of employee training/safety meetings	12	12	12	12	12
Number of greens aerifications annually	10	10	10	10	10
Number of greens top dressings annually	9	9	10	10	10
Number of greens verticuts annually	15	15	18	18	18
Number of maintenance facility inspections conducted annually	12	12	12	12	12

City of Grapevine Community Profile

Location

Grapevine is located in the center of the Dallas/Fort Worth metropolitan complex, 21 miles northwest of downtown Dallas and 19 miles northeast of downtown Fort Worth. It was known in its early years as Grapevine Prairie. The city is named for wild mustang grapes prevalent in the area.

The city is located in the northeast corner of Tarrant County and is home to the Dallas/Fort Worth International Airport (“DFW”), the third busiest airport in the world in terms of total



passengers. DFW has been and is expected to continue to be an economic generator of employment, spin-off businesses and tax base, all of which benefit the City and the surrounding area. Two-thirds of the airport, including all terminal buildings, is located within Grapevine city limits. A small portion of the city extends into neighboring Denton

and Dallas counties.

Also located within the city is Grapevine Lake, a major water source for the metroplex managed by the U.S. Army Corps of Engineers. The lake covers a surface area of approximately 12,740 acres and its 146 miles of shoreline have become the premier windsurfing, sailing and fishing area in North Texas. The lake is 19 miles long and 2.5 miles wide at its widest point and provides over nine miles of wilderness trails. It is a major recreation area for picnicking and camping and draws some five million visitors each year to the area. The City also has an extensive park system which includes tennis courts, racquetball courts, baseball and softball diamonds, football and soccer fields, an extensive network of hiking, biking and jogging trails, swimming pools and picnic areas. The City also owns and operates a 27-hole golf course.



In recent years several wineries have opened in Grapevine, and the city has been very active in maintaining its historic downtown area. In 2007 CNN Money rated Grapevine as one of "America's Best Places to Live."

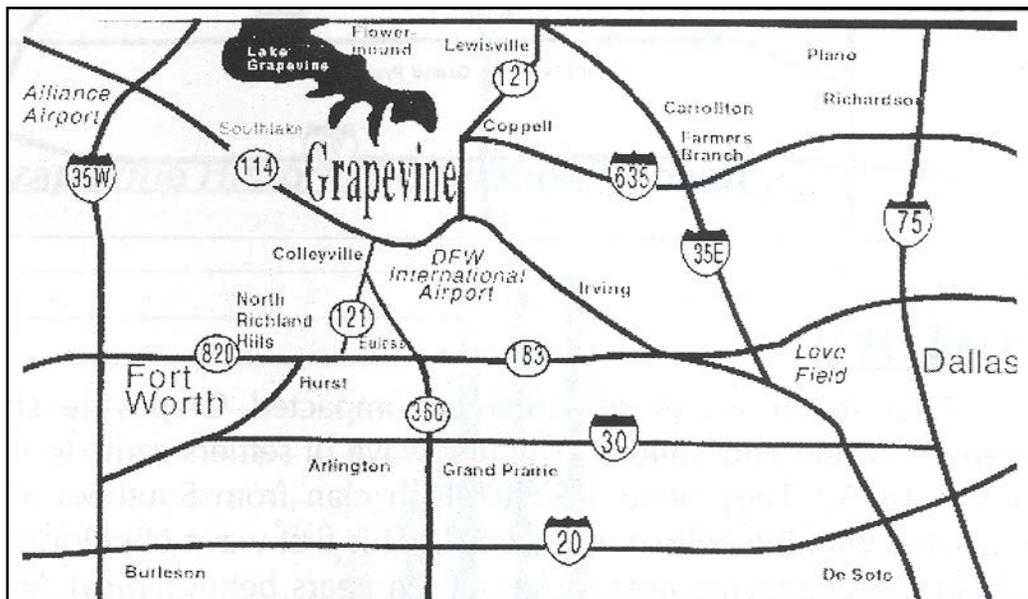
Grapevine has a total area of 35.85 square miles and is along a transitional zone between the eastern edge of the eastern Cross Timbers and the western side of the Black Prairie. The terrain is a combination of level ground and rolling hills and is heavily wooded in parts. The soils are heavy blackland type soils. The Trinity River and its tributaries drain the Grapevine area.

Transportation

The City is in the center of a highway network that includes seven spokes of an extensive highway system. Three major freeways, State Hwy 114, State Hwy 121, and Interstate Hwy 635, intersect in the heart of Grapevine and provide excellent access to Dallas and Fort Worth and the area's shopping, entertainment and employment centers.

There are 43 motor freight lines providing service to Grapevine and the City is within the Dallas and Fort Worth Commercial Zone for deliveries. Railroad service is offered by the Cotton Belt railroad and the Southern Pacific railroad, both with daily switching service.

The cities of Colleyville, Southlake, Euless, Coppell and Lewisville, all rapidly growing communities, are located adjacent to Grapevine. Because of Grapevine's central location and access to freeways, retailers attract customers from several of these surrounding cities and the DFW International Airport.



Advantages of Doing Business in Grapevine

A recent poll of Grapevine businesses indicates that they consistently chose Grapevine for it's:

- Superb access to seven major highways and Dallas/Fort Airport
- Location midway between Alliance Airport and Dallas Love Field
- Low local property tax rate
- Charming authentic historic downtown district
- Central location within the Metroplex
- Excellent choice of commercial and office space
- Outstanding selection of restaurants and hotel rooms
- Pro business climate
- Family oriented lifestyle with a rich selection of excellent schools, parks and public amenities
- Nationally renowned festivals and family activities
- Convenience to all United States markets

When considering a relocation, many businesses look not only at logistics and finances, but also look at the cultural, educational and recreational amenities the community has available to relocating employees and their families:

- *Existing Commercial* - Home to Grapevine Mills Mall, Bass Pro Shops Outdoor World, Gaylord Texan, 160 restaurants, 5,000 hotel rooms and 9 winery/tasting rooms.
- *Active Promotion* - Fourth largest convention and visitor's bureau in Texas with 61 full time employees.
- *Excellent Demographics* - High median incomes, population and education levels.
- *Main Street Historic District* - Seventy-five restored buildings listed on the National Register of Historic Places filled with art galleries, gift shops, restaurants, clothing boutiques, antique stores and a farmers market.
- *Festivals* - Two major festivals and numerous other community events throughout the year.
- *Recreation* - Lake Grapevine, 81 holes of golf and numerous movie theaters, parks and trails.
- *Grapevine Opry* - Some of the best live Country and Western performances in the Dallas/Fort Worth area.
- *Grapevine Cottonbelt Railroad Historic District* - Home to the Visitor Information Center and the Grapevine Vintage Railroad.



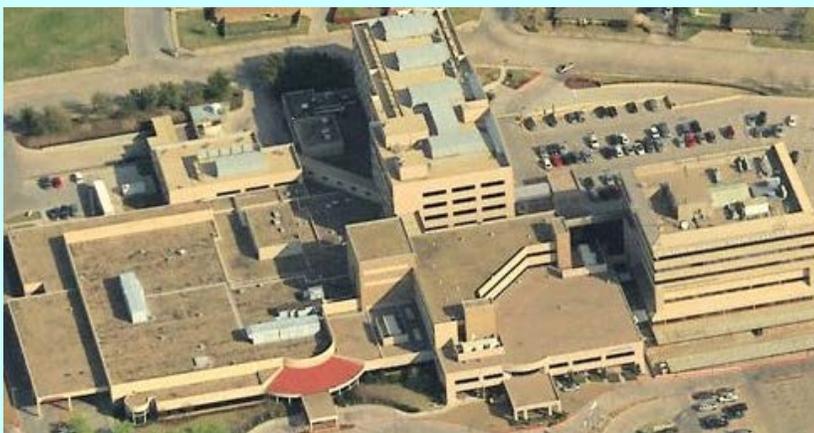
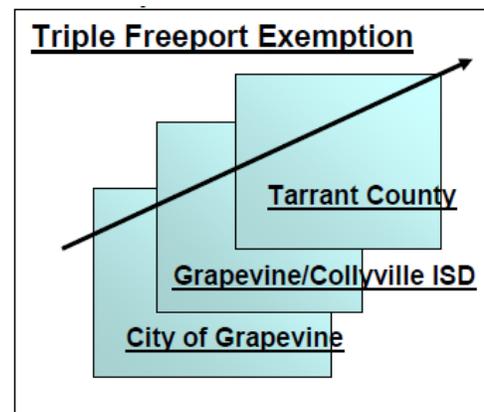
DFW Airport contains approximately 18,000 acres and directly employs some 60,000 personnel. The airport has seven runways, 165 gates, and is served by 27 passenger airlines. Every major city in the continental United States can be accessed within four hours. It ranks 3rd in the world in terms of operations and 9th in terms of passengers. In 2014 the airport served over 63 million passengers.

The Freeport Tax Exemption in Grapevine

What is the Freeport Tax Exemption? – The freeport tax exemption allows local authorities to exempt taxes on goods that have been acquired in or imported into Texas to be forwarded out of the State within 175 days. There is no restriction on the destination of such goods. The goods must remain in the continuous ownership of the person who exports them from the time of their acquisition until the time of their export.

What authorities offer the Freeport Tax Exemption? – In most locations in Grapevine, Texas, your qualifying inventory will receive three layers of freeport tax exemptions from the City of Grapevine, Tarrant County and Grapevine Colleyville Independent School District (GCISD). We understand how taxes impact the bottom line of your business, so the Grapevine community now offers you locations where qualifying inventory is tax exempt. Following, is an example of what you can save with a triple freeport location in Grapevine, Texas:

<u>Inventory Value (100% Exempt)</u>	<u>Annual Tax Savings</u>
\$5 Million	\$116,750
\$10 Million	\$233,500
\$15 Million	\$350,250
\$20 Million	\$467,000
\$25 Million	\$583,750



Baylor Regional Medical Center at Grapevine is a 256-bed, full-service, fully-accredited hospital, serving residents in more than 20 cities throughout the Dallas/Fort Worth Metroplex. The hospital offers advanced medical care for brain and spine conditions, cardiovascular care, intensive care, diagnostic imaging, women's services, neonatal intensive care, sleep disorders and emergency care.

Dining & Accommodations

Over 200 Dining Establishments - Going hungry is simply not an option in Grapevine. From local favorites to international fare, Grapevine restaurants have a multitude of palate-pleasing choices for everyone. From upscale and trendy, to down-home and tasty, dining in Grapevine is a delectable experience. Whether you're looking for family favorites for a meal on the run, an intimate setting to celebrate a special occasion, or a banquet hall for a corporate crowd, you'll find just what you desire Grapevine. When atmosphere is the determining factor, you can choose to dine in an historic inn, a theme restaurant, or an outdoor café. Several of the dining establishments also provide live entertainment each night.

Over 20 Lodging Facilities with over 5,000 rooms – Grapevine offers both the business and leisure traveler a wide variety of accommodations. Here you will find a wide range of lodging options, services and amenities to suit any taste or budget, ranging from full service luxury resort properties to charming Bed & Breakfasts. Step back in time and relive the proud heritage of Grapevine's forefathers. Walk along the avenues of the historic Main Street District. Tour quaint homes and buildings restored and preserved by the descendants of Grapevine settlers. Watch artisans practicing skills developed over the centuries. Dine at modern restaurants or old-fashioned cafes. Browse through art galleries, antique and specialty shops. Treat yourself to an unforgettable journey. Come to Grapevine, Texas and experience for yourself the unique history of the oldest settlement in Tarrant County.

Over 600,000 square feet of Meeting and Convention Space - Grapevine's meeting facilities and convention center are as accessible as they are accommodating. The city has plenty of retail stores, world class hotels, restaurants featuring every cuisine imaginable, and recreation facilities that make Grapevine an outstanding destination for travelers from around the world. With thousands of domestic and international flights daily, the DFW International Airport connects Grapevine to all major cities throughout the United States and most major cities in the world. Grapevine is easily accessible by automobile via interstate highways 35, 635 and 30 which all pass within a few miles of the city. Grapevine is the perfect destination to host your next convention or meeting. With all the amenities of a resort destination, Grapevine is prepared to exceed your expectations and needs. The Grapevine Convention & Visitors Bureau offers experience and knowledge to assist in planning your most successful program to date! We are your Destination Concierge!

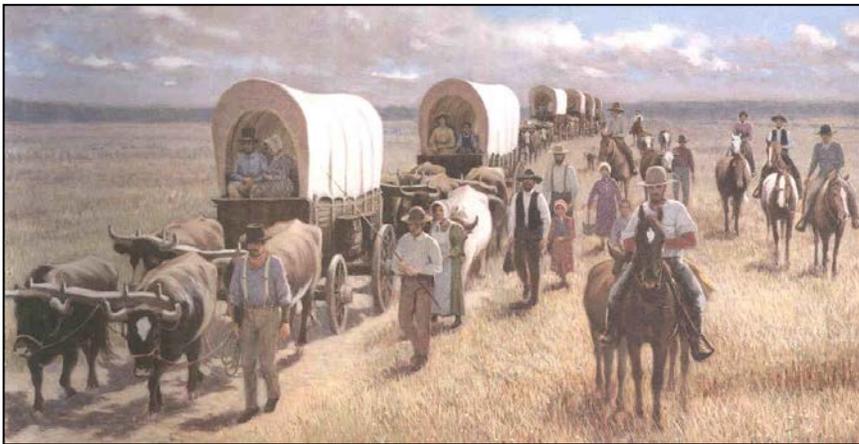


Five minutes from Dallas/Fort Worth International Airport in the center of the Metroplex and south of historic downtown Grapevine, The Grapevine Convention Center is a flexible, multi-use facility with 23,500 square feet of space. Pre-function areas are generous in size and finely appointed in decor, perfect for registration or entertaining prior to an event.

History

In October 1843, General Sam Houston and fellow Republic of Texas Commissioners camped at Tah-Wah-Karro Creek, also known as Grape Vine Springs, to meet with leaders of 10 Indian nations. This meeting culminated in the signing of a treaty of “peace, friendship, and commerce,” which opened the area for settlement by homesteaders and pioneers. The settlement was named Grapevine because of its location on the Grape Vine Prairie near Grape Vine Springs, both of which were named for the wild mustang grapes that blanketed the area.

Four major waves of settlement impacted Grapevine since its inception in the mid- 1840's. The first wave of settlers came to the area around 1845. They were a Scotch-Irish clan from Southern



Missouri associated with the "Missouri Colony". This first wave of colonists was only in the Grapevine area for about ten years being typical American frontiersmen who moved regularly from one unsettled area to another. By the mid-1850's most of these original settlers moved out of the area.

The second group of settlers arrived from southern states around the late 1850's and established a community with a postal service, churches, and schools. The community became known as Grapevine because of the wild mustang grapes that grow on the trees and shrubs. Cattle raising was the major enterprise in the area.

A third wave of settlement resulted from the Civil War. In many parts of the South there was widespread poverty and many people moved west in search of a better life. Immigrants from Tennessee, Georgia and the Carolinas settled Grapevine. By the late 1870's, livestock was replaced by cotton as a major enterprise. With the building of the Cotton Belt rail line throughout Grapevine in 1888, the city became an agricultural trade center. Through the first half of the 19th century, Grapevine was an agriculturally based community and grew at a moderate pace. In 1952 Grapevine Lake was completed and by the mid-sixties was a popular recreational area. This new recreation industry helped Grapevine grow from population of 1,824 in 1950 to 2,821 in 1960.

The fourth major wave of people into Grapevine started during the mid-seventies and continues today. Since 1970 the population grew from 7,023 to the 2005 population of 46,684. Major factors contributing to the population growth were the opening of D/FW Airport in 1974, the development of Las Colinas as a major employment center, and the movement of homeowners from the inner city to the suburbs.



Historic Preservation

Preservation of Grapevine's historic character - its commercial buildings, residences and cultural sites dating back to the mid-1800s - strengthens the appreciation for our heritage and gives Grapevine a sense of place and distinctiveness few other cities in the area can claim. Restoration and revitalization of Grapevine's historic heart is well underway.

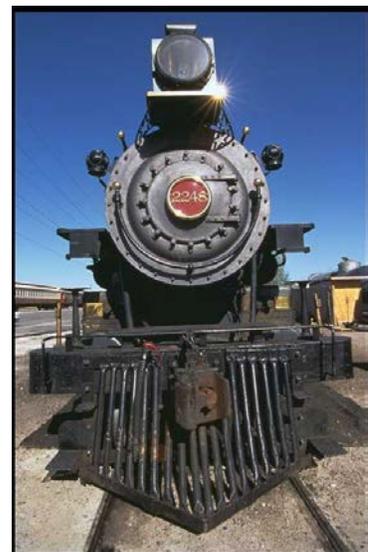
Much of the downtown Grapevine's Main Street is listed in the National Register of Historic Places, as is the Cotton Belt Railroad historic District, where the restored 1901 Cotton Belt Depot and 1888 Section Foreman's House anchor the Grapevine Heritage Center complex. History lives on at the center, where a working blacksmith, boot maker and other heritage artisans demonstrate their century-old crafts for visitors and Grapevine area school children as part of a broad heritage education curriculum. The Grapevine historical Museum tells the town's story in the Depot, where visitors also embark daily on the 1896 Tarantula Steam Excursion Train to Fort Worth's Stockyards National Historic District.

The city's Historic Preservation Commission and the Township Revitalization Project offer homeowners in the old township historic area and business owners in the historic Main Street area, design and restoration assistance to help protect the architectural interest and value of their properties. A designated Texas Main Street City since 1983, Grapevine is protecting and developing its singular quality of life for today's residents and as a legacy for future generations.

Grapevine Vintage Railroad

The Grapevine Vintage Railroad travels along the historic Cotton Belt Route between Grapevine and the Fort Worth Stockyards. Our Steam and Diesel engines pull excursion trains drawn from four passenger coaches and two touring coaches. These beautiful coaches date back to the 1920's. We invite you to experience the true essence of rail travel as it was at the turn of the century.

The railroad's Steam Locomotive No. 2248, affectionately known as Puffy, is a product of the Cooke Locomotive Works of Paterson, NJ. Built in 1896, #2248 was called a "heavy mountain-class" locomotive as indicated on the original Cooke drawings. In 1990, #2248 was purchased by the Fort Worth and Western Railroad and was fully restored at the 8th Avenue Yard in Fort Worth. Puffy was placed in service in January 1992 and is the only operational steam locomotive in Texas that dates from the 19th century.



Passenger Coaches - The Grapevine Vintage Railroad's four 1925 day coaches were purchased from the Strasburg Railroad in Strasburg, Pennsylvania. The décor of the day coaches dates to 1908 with new upholstery, wooden doors and trim, light fixtures, brass appointments, art glass clerestory windows and window shades. These passenger cars are the only coaches operating in Texas with 19th century ambiance.

Each luxurious coach contains enough walkover (bi-directional) seating for 72 guests. For onboard comfort, each car contains ceiling fans and a complete water closet. The windows in each car may be opened allowing passengers to experience the true essence of rail travel as it was at the turn of the century. The day coaches were put into service in January 1992.



Touring Coaches - The Grapevine Vintage Railroad has two open-air touring coaches built in 1927 by the American Car Foundry for the Wabash Railroad. The Fort Worth and Western Railroad purchased them from the Smoky Hill Railway Museum in Belton, Missouri. Both coaches mirror the décor of the day coaches with the exception of windows. The touring coaches have arched openings along their lengths with wrought iron railings for passenger safety. Each is complemented with full-service bars. Riders experience an open-air feel as they travel. Windows are installed during the winter months for passenger comfort. These touring coaches began service in September 1993.

The Grapevine Vintage Railroad proudly features the following annual events:

Day Out with Thomas TM – Springtime brings an event that’s anticipated by kids of all ages. That’s when Thomas the Tank Engine TM rolls into Grapevine. During the Day Out with Thomas, a toy train becomes life-sized and children enjoy a hands-on experience known as Thomas & Friends. The mobile event lets kids ride on board a Thomas train and offers attractions that kids love, such as bounce houses, free live entertainment, and a wonderful merchandise store for selection of that unique “Thomas” item to commemorate this special trip for the children.

Train Robbers – Between Memorial Day and Labor Day, some locals will tell you, “It ain’t safe to ride the train.” It’s all in fun though – enjoy the stages train robberies every Saturday and Sunday on the Grapevine to Fort Worth trip. Desperate desperados lurk outside the Stockyards Station and put on a great show of wacky fun.

The North Pole Express – Every December, the North Pole Express steams down the tracks filled with pajama-clad youngsters. Along the way, the kids receive a special gift from Santa as he makes his way down the aisle during this memorable Christmas journey. The area is a Christmas Village with opportunities for lots of pictures and a bounce house for the children to enjoy prior to their trip. In addition, the North Pole General Store offers a free ornament-making factory for that special creative opportunity for the children and shopping for those special North Pole gifts. Photos with Santa are also available.

Convention & Visitors Bureau Headquarters and Museum Complex

The **Grapevine Convention & Visitors Bureau** headquarters and Museum Complex is a symbol of friendship and hospitality. The facility represents the architectural period of significance from the 1870s through 1915 and is a tribute to the agricultural and commercial heritage of Grapevine. The complex rises above **Main Street** at the southern end of Historic Downtown and consists of six distinct storefronts, each representative of a significant period in Grapevine's history.



Along with the Would-Be Train Robbers, the glistening gold of the 9-foot weather vane, signifies that conditions are excellent for visiting Grapevine. Visitors are also greeted by the unique vertical clock and temperature gauge on the front side of the Tower. And a unique wind direction dial stimulates a little whimsy in those who come to discover the magic of the Tower. All of the elements of the new building's design come together to showcase **Grapevine** as a premier leisure destination, welcoming visitors from across the region, the nation and the world.

Would-Be Train Robbers

The Grapevine Glockenspiel, featuring the Would-Be Train Robbers, is one of the city's unique attractions. Watch an exciting confrontation every day between larger-than-life mechanical figures.



Born on the Grapevine Prairie in 1861, Nat left home at 16 to pursue his dream of earning enough money to buy a cattle ranch. Out of work, his savings vanished, Nat plans to snatch the \$60,000 cash box from the train headed to the Fort Worth Stockyards auction.

Willy was born to an itinerant family in 1829. Always a drifter, he bounced around from job to job, always managing to wind up on the shady side of the law. He was involved in riverboat gambling and a few stage coach and train robberies. Willy heard about the big cash box when he was gambling in Fort Worth and decided to rob the train when it stops in Grapevine. Then he will head to Galveston and take the first steamer out of there to his new life of respectability.

See the action as these larger-than-life figures emerge just before the clock prepares to strike noon and 6 p.m. No matter who wins, they learn that train robbery doesn't pay.

Community Events

The City of Grapevine hosts several annual events that celebrate the history, heritage and spirit of the community. From winemaking to butterflies, a spectacular year of celebrations for the whole family is available in historic Grapevine.

Butterfly Flutterby - Calling all kids - come to Grapevine to celebrate the migration of the Monarch Butterfly from Canada to Mexico. Grapevine is on their path! This fun-for-the-whole-family event includes releases of butterflies and a Gossamer Parade. In Liberty Park, 200 S. Main, you'll enjoy butterfly exhibits, gardening seminars and all sorts of interactive butterfly arts and crafts and entertainment.



Grapevine is quickly becoming the “Christmas Capital of Texas” and as such, Historic Downtown Grapevine and surrounding areas in the city will be converted to a winter wonderland this holiday season. Grapevine is the essence of Christmas décor as the city becomes blanketed with millions of lights, enormous decorations, animated characters and a whole lot more! A listing of holiday-oriented events in Grapevine this December follows:

Carol of Lights - Sing along with local choirs as the switch is thrown lighting thousands of lights in historic downtown Grapevine. The holiday festivities begin at 7 p.m. at the Gazebo - 325 S. Main.

Parade of Lights – Join thousands of merrymakers during one of the largest evening parades in North Texas. An enchanting display of over 100 colorfully lighted floats will pass through historic downtown Grapevine to the tune of numerous marching bands playing holiday music. Find a good spot to watch along Main Street - the Parade of Lights begins at 7pm.

Christmas on Main Street – Get into the holiday spirit in Grapevine's historic downtown. Holiday characters stroll along Main Street, and merchants welcome your visit with special gift items for everyone on your shopping list. Take a free buckboard ride, and bring the children to Main Street for a personal visit with Santa and Mrs. Claus. Enjoy the true spirit of Christmas as you wander through the shops and sites along one of America’s most beautiful main streets.



Twinkle Light Boat Parade – Lights, lights and more lights will sparkle during the Twinkle Light Parade on Lake Grapevine. Enjoy this floating festival of lights on Lake Grapevine with a parade of boats decorated in their holiday finest.

Sweetheart Express – Take your sweetheart on a unique romantic journey on the Grapevine Vintage Railroad for a special evening of dinner, wine and dancing.

Chocolate Fest –Celebrate all things chocolate at this event benefiting Traveler’s Aid Dallas-Fort Worth Airport. Experience luscious chocolates, live entertainment, art exhibits and sales from local artisans.

New Vintage Wine & Gallery Trail -

Life is like a bottle of wine...you should savor it to the last bit. So, make springtime plans for a weekend to relish at Grapevine’s New Vintage Wine & Gallery Trail. An abundance of fun-filled activities will pack the entire weekend, the ceremonial Blessing of the Vines and New Release Wines, and the captivating Wine & Gallery Trail, which incorporates an assortment of unique art galleries in Historic Downtown Grapevine and wine-related activities.



Experience one of the most unique ceremonies in Texas with the blessing of the vines and wines at Delaney Vineyards, 2000 Champagne Blvd. (near Glade Road and Hwy. 121). The ceremony begins at 11 a.m. Enjoy the vineyard before stepping onto the complimentary shuttles that depart at noon taking you to Grapevine's other winery tasting rooms along the Grapevine Wine Trail. As you follow the wine trail between Grapevine's winery tasting rooms, you will experience the unique atmosphere of this vintage town and some of the best wines produced in Texas. Wineries will be pouring their new release wines - and New Vintage participants will be the first to experience the flavors of the season.



Grapevine Market – Thursdays & Saturdays The popular, open-air Grapevine Market makes its seasonal return to Historic Downtown Grapevine in April and will be open every Thursday and Saturday from 9 a.m. to 2 p.m. until October. You can find an eclectic array of items at



Grapevine Market, including the finest handmade jewelry, distinctive home décor, quality antiques, and more. Peruse the unique displays and indulge in something special.

Main Street Days Festival - Grab a slice of summer fun at Main Street Days, the official kick-off to summertime in Grapevine. Like the song says, “When the moon hits your eye like a big pizza pie, that’s amore, and when the world seems to shine like you’ve had too much wine, that’s amore.” Taste the international wines, craft beers and pizza pies. Dine at the Pizza Piazza, dance to non-stop entertainment, seek out your favorite festival food and shop the day away. Main Street Days is a fun-filled festival perfect for the entire family. Now that’s amore!



Grapevine is the perfect spot for active lifestyles and outdoor enthusiasts, and this event showcases the city’s adventurous side and natural resources through various outdoor and recreational activities. Enjoy arts and crafts, street dances, exciting rides at the carnival, and short sampler runs on the Grapevine Vintage Railroad. Non-stop stages feature entertainment from classic rock to country bands. Enjoy delicious festival food, beverages and Texas wine! See the Mayor's camp, the Grapevine Heritage Gunfighters, American Indians and more! All on Main Street in Grapevine!

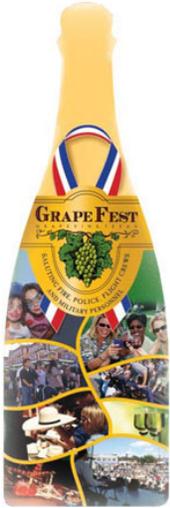
Summer Blast – Enjoy a summer jam-packed with cool events while you take advantage of some really hot summer hotel deals. Enjoy entertainment including spectacular fireworks shows that light up the sky every Friday night, excursions on the Grapevine Vintage Railroad, wine trails, an abundance of shopping, poolside relaxation at a Grapevine hotel, water recreation on Lake Grapevine and much more! There's something for everyone to have a blast all summer long! So spend less time and money traveling and spend more time having fun close to home this summer, with a Summer Blast in Grapevine.

Fireworks Extravaganza Over Lake Grapevine -

Find your spot and stake a claim near Lake Grapevine for watching the annual Fireworks Extravaganza! Be prepared to be astonished by the fireworks spectacular, which can be viewed from any lakeside location as well as several other spots throughout the city. Admission is free at most viewing locations. Some parks along Lake Grapevine may charge a minimal admission fee. A bigger and more exciting fireworks show is planned for this July 4th at 9:30pm.



GrapeFest - Join wine novices and connoisseurs at the largest wine festival in the Southwest. Visit Grapevine's winery/tasting rooms via complimentary shuttle vans. The international wine area will feature wines from many countries. Listen to live music on stages located throughout historic Main Street. Get "into" the action at the competitive GrapeStomp you and your partner could win the coveted Purple Foot award! Volunteers are needed and welcomed at GrapeFest.



A perfect spot for lunch, shopping & great entertainment! Join wine novices and connoisseurs at the largest wine festival in the Southwest.

- Savor the flavor of award-winning Texas wines at this annual event that is serving up four full days of fun!
- Cast your vote at the People's Choice Wine Tasting Classic, the largest consumer judged wine competition in the United States.
- Visit Grapevine's winery tasting rooms via the complimentary shuttles.
- Enjoy international wines from several countries in the International Wine Garden.
- Listen to live music on four stages.
- Get into the action at the competitive GrapeStomp...you and your partner could win the Coveted Purple Foot Award.
- Take part in the GrapeFest Tennis Classic.
- Place your bid at the Vintner's Auction Classic (a live and silent auction).
- Enjoy fine wines and great food at the Texas Wine Tribute, a gourmet food and wine-pairing pavilion, cooking demonstrations and award winning chefs and much more!

**CITY OF GRAPEVINE
STATISTICAL INFORMATION**

Form of Government:	Council / Manager
Date of Incorporation:	January 12, 1907
Date of Adoption of Home Rule Charter:	November 16, 1965
City Officials:	Mayor and (6) Council Members
Number of Full-Time Employees:	597
Population: (January 2017)	51,122
Population by Race:	
White	83.1%
Black	1.6%
Hispanic	3.7%
Asian & Pacific Islander	4.8%
Other Races	6.8%
Population by Gender:	
Male	48.5%
Female	51.5%
Population by Age:	
Under 19 years	24.7%
20 to 34 years	21.2%
35 to 54 years	33.5%
55 to 64 years	12.1%
65 years and over	8.5%
Median Age:	39.5
Average Age:	37.4
Percentage Population 25+ by Education Level:	
Elementary	3.7%
Some H.S.	4.3%
High School	19.2%
Some College	22.0%
Assoc. Degree	6.2%
Bachelor Degree	30.8%
Graduate Degree	13.9%

Percentage Households by Income:	
\$150,000 - or more	19.1%
\$100,000 - \$149,999	17.3%
\$75,000 - \$99,999	14.6%
\$50,000 - \$74,999	17.3%
\$35,000 - \$49,999	10.6%
\$25,000 - \$34,999	8.9%
\$15,000 - \$24,999	6.5%
Under \$15,000	5.7%
Average Family Household Income: \$99,605	
Median Family Household Income: \$78,435	
Per Capita Income: \$42,000	
Average Household Size: 2.56	
Elections:	
Registered Voters:	31,922
Number of Votes Cast Last National Election	22,293
Voting Percentage Last National Election	69.84%
Number of Votes Cast Last State Election	11,753
Voting Percentage Last State Election	40.9%
Number of Votes Cast Last Municipal Election	21,308
Voting Percentage Last Municipal Election	67.0%
Housing:	
Total Housing Units	19,660
Total Households	18,572
Occupancy Rate	94.5%
Percentage Owner Occupied	58.4%
Household Percentage By Type:	
Family Households	70.9%
Non-family Households	29.1%
Average Value of Single-Family Residence: (Sept 2017) \$326,532	
Civilian Labor Force: (October 2017)	
Grapevine	31,345
Tarrant County	1,029,697
Unemployment Rate: (October 2017)	
Grapevine	2.7
Tarrant County	3.0
Land Area in Square Miles: 35.92	
Miles of Streets: 208	

Total Lane Miles of Streets	435
Fire Protection:	
Number of Stations	5
Number of Employees	105
Number of Fire Runs	5,905
Number of Ambulance Runs	4,893
Police Protection:	
Number of Stations	2
Number of Employees	146
Calls for Service	52,613
Traffic Citations Issued	14,566
Number of Criminal Offenses	5,395
Vehicular Patrol Units on Duty	38
Library:	
Number of Facilities	1
Total Square Footage	53,072
Volumes	259,203
Annual Circulation	307,662
Recreation and Culture:	
Number of Park Acres	1,559
Number of Picnic Areas	117
Number of Pavilions	15
Number of Boat Ramps	10
Number of Camping Sites	93
Number of Swimming Pools	3
Number of Playgrounds	37
Number of Tennis Courts	8
Number of Soccer Fields	14
Number of Softball/Baseball Diamonds	14
Number of Skateparks	1
Miles of Hike & Bike Trails (hard surface)	17
Miles of Hike & Bike Trails (soft surface)	9
Number of Community Centers	1
Golf Courses	1
Number of Golf Holes	27
Number of Rounds Played	64,424
Water and Sewer System:	
Number of Water Connections	14,665
Average Daily Water Consumption (MGD)	9.3
Water System Capacity (MGD)	27
Number of Sewer Connections	13,570
Number of Refuse Connections	12,272
Sewer System Capacity (MGD)	8.0

Accommodations:	
Number of Hotel Properties:	20
Number of Hotel Rooms:	5,447
Total square footage of meeting facilities	800,000
Education: (Grapevine-Colleyville ISD)	
Number of Facilities	19
Total Employees	1,700
Number of Teachers	975
Total District Enrollment	13,748
Student / Teacher Ratio	14:1
Average Years Experience of Teachers	13.0
Percentage of Teachers with Masters Degrees	34.3%
Average Daily Attendance	12,932
Daily Attendance Rate	97.0%
District Dropout Rate	0.2%
Number of National Blue Ribbon Schools	11
Graduation Rate	96.4%
Tax Rate	\$1.3967 per \$100 valuation
Operating Budget	\$182 million
Expenditure per Student	\$13,238
Average SAT Score	1,621
Average AP Exam Score	3.15
Total Appraised Value: (July 2017)	
	\$12,678,120,389
Net Taxable Value: (July 2017)	
	\$8,326,162,740
Total Value of New Construction: (July 2017)	
	\$128,129,000
Major Employers: [Site Employment]	
Gaylord Texan Resort & Convention Center	1,800
DFW International Airport	60,000
Grapevine-Colleyville ISD	1,825
United Parcel Service	2,000
Baylor Regional Medical Center	1,050
Gamestop.com	2,400
Great Wolf Lodge	600
City of Grapevine	704
United States Postal Service	435
Hilton DFW Lakes	400
Pavestone	400

Total Daytime Employment by Classification:	63,839	
Services	65.4%	
Retail	11.1%	
Transport, Communications, Utilities	9.5%	
Manufacturing	4.1%	
Wholesale Trade	3.2%	
Construction	2.9%	
Finance, Insurance, Real Estate	2.4%	
Government	1.0%	
Agricultural & Natural Resources	0.4%	
Estimated Average Travel Time to Work:	26.91 minutes	
Average High Temperature:	January 54° / July 96°	
Average Low Temperature:	January 31° / July 73°	
Average Rainfall: (inches)	January 1.77 / July 2.2	
Top Ten Principal Taxpayers:	Total Taxable Value	
American Airlines Inc/Envoy Air Inc.	\$502,587,337	
Gaylord Texan	\$292,757,211	
Grapevine Mills Mall	\$261,618,436	
Mesa Airlines Inc.	\$142,075,100	
Great Wolf Lodge	\$108,099,460	
Fund Riverwalk LLC	\$99,650,000	
CAE Simuflite Inc.	\$72,848,391	
Silver Oaks LP	\$70,900,000	
Spirit Airlines Inc.	\$69,873,076	
925 Main, LP	\$59,700,000	
Bond Ratings:	General	Revenue
Moody's	Aa2	A1
Standard & Poor's	AA+	A

FY 2017-18 Tax Rate Comparison					
	City	County	School	Hospital & College	Combined
Grapevine	0.289271	0.244000	1.396700	0.364489	2.294460
Arlington	0.639800	0.244000	1.368370	0.364489	2.616659
Bedford	0.520000	0.244000	1.263000	0.364489	2.391489
Carrollton	0.599700	0.253100	1.381000	0.403638	2.637438
Cedar Hill	0.698760	0.253100	1.516000	0.403638	2.871498
Dallas	0.780400	0.253100	1.282085	0.403638	2.719223
Euless	0.462500	0.244000	1.263000	0.364489	2.333989
Fort Worth	0.805000	0.244000	1.352000	0.364489	2.765489
Garland	0.704600	0.253100	1.460000	0.403638	2.821338
Grand Prarie	0.669998	0.253100	1.595000	0.403638	2.921736
Haltom City	0.668180	0.244000	1.453900	0.364489	2.730569
Hurst	0.580940	0.244000	1.263000	0.364489	2.452429
Irving	0.594100	0.253100	1.431400	0.403638	2.682238
Keller	0.427500	0.244000	1.520000	0.364489	2.555989
Mansfield	0.710000	0.244000	1.540000	0.364489	2.858489
Mesquite	0.687000	0.253100	1.460000	0.403638	2.803738

FY 2017-18 APPROVED VEHICLE REPLACEMENTS

Item	Dept.	Unit #	Unit Description	Budget Amount	Mileage	Years of Service	Maint. Cost %
1	Police 209-2	94213	2013 PPV Tahoe	\$62,000	103,410	4 yrs.	50%
2	Police 209-2	94031	2011 PPV Tahoe K-9	\$62,000	84,000	7 yrs.	66%
3	Police 209-2	94223	2013 PPV Tahoe	\$62,000	94,500	4 yrs.	49%
4	Police 209-2	94233	2013 PPV Tahoe	\$62,000	80,000	4 yrs.	50%
5	Police 209-2	94243	2013 PPV Tahoe	\$62,000	106,000	4 yrs.	51%
6	Police 209-2	94253	2013 PPV Tahoe	\$62,000	100,000	4 yrs.	52%
7	Police 209-2	94273	2013 PPV Tahoe	\$62,000	93,000	4 yrs.	50%
8	Police 209-2	94283	2013 PPV Tahoe	\$62,000	107,000	4 yrs.	50%
9	Police 209-2	96104	2014 PPV Tahoe	\$62,000	90,000	3 yrs.	58%
10	Fire 210-2	10516	2006 Chevy 3/4 ton Pickup Truck	\$38,000	68,500	11 yrs.	48%
11	Fire 210-3	10CM8	2008 Ford F-150	\$38,000	121,000	10 yrs.	59%
12	Active Adults 312-2	12108	2008 Chevy 24 passenger Bus	\$110,000	123,000	9 yrs.	54%
13	Active Adults 312-2	12316	2006 Ford 14 passenger bus	\$88,000	114,000	11 yrs.	91%
14	PW 415-3	15338	1999 Freightliner FL80 Water Truck (2,000 gallon capacity)	\$85,000	35,000	18 yrs.	92%
15	PW 415-5	15118	2008 Ford F-150	\$32,000	145,000	9 yrs.	52%
TOTAL GENERAL FUND ITEMS				\$949,000			

Item	Dept.	Unit #	Unit Description	Budget Amount	Mileage	Years of Service	Maint. Cost %
16	WT 530-2	30406	2006 Chevy 1 ton Service body and crane	\$120,000	88,000	11 yrs.	57%
17	WWC 531-1	31417	2007 Chevy Jet Truck (Mongoose)	\$330,000	43,000	11 yrs.	48%
18	WWC 531-1	31413	2003 Ford E-450 Camera Truck	\$180,000	87,000	14 yrs.	78%
TOTAL UTILITY FUND ITEMS				\$630,000			

TOTAL FY 2017-18 APPROVED VEHICLE REPLACEMENTS	\$1,579,000
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Life Cycle Cost Analysis when Vehicle maintenance exceeds 51% of the actual purchase price of vehicle or equipment.
 The Time in Service Approximate Replacement Interval Chart does not determine vehicle replacement, it's used as an evaluation benchmark.
 Replacement is determined by Life Cycle Cost Analysis, Unit Integrity Evaluation, and Special Circumstances (safety, obsolescence, etc.)

STATUTORY REQUIREMENTS TRUTH-IN-TAXATION

The single most important financial resource of the City is the ad valorem tax, better known as the property tax. It is important for all citizens to fully understand the makeup of the taxes levied against their properties. The following synopsis provides a basic working knowledge of property taxes and how they are determined.

Much of what taxing authorities such as cities, school districts, counties, and special districts are allowed to levy for property taxes is determined by the State of Texas. Several years ago, the state legislature provided for the establishment of county appraisal districts. The purpose of these appraisal districts is to determine fair market values of all taxable property within a specific county. The taxable value of property is determined as of January 1 of each year.

The appraisal district generally notifies taxpayers of their assessed valuations in March and allows for them to challenge the valuations if the taxpayers believe them to be in error. A tax appraisal review board hears all tax protests and determines if the original valuation is correct or in error. On May 25 of each year, the appraisal district is required to provide taxing authorities with a certified estimate of total appraised value. This preliminary estimate is used by the City to help project what revenues will be available in the next fiscal year. The preliminary estimate, while providing indications of an increasing or decreasing tax roll, is subject to fluctuations because of possible tax protests mentioned above.

The most important date relating to the appraisal district is July 25. On that date a certified appraisal roll must be provided to all taxing authorities. This certified roll provides a basis upon which a tax rate can be applied to produce necessary revenues for the operation of City services.

After determination of a tax rate for the upcoming budget year there are several procedures and tests that must be applied to the rate in order for state law to be met. They include:

◆ **Calculation and publication of the effective tax rate.**

The effective tax rate is the tax rate that, when applied to the taxable assessed valuation, would produce the same total taxes as last year when properties taxed in both years are compared. The objective of the effective tax rate is to generate equal tax revenues using taxable valuations from different years.

◆ **Determination of whether the proposed tax rate is more than 3% over the effective tax rate.**

Texas state law requires that if a taxing authority raises the tax rate more than 3% over the effective tax rate there must be published notices of the increase and a public hearing must be held. This is true even if the tax rate does not change. For example, for FY 2001, the City's tax rate was reduced by \$.005, yet state law required the City to advertise a tax increase because of the growth in the assessed valuation.

◆ **Determination of whether the proposed tax rate is more than 8% over the effective tax rate.**

The 8% rule as set by state law imposes the maximum rate that may be adopted by taxing authorities without being subject to tax rollback procedures. If a taxing authority imposes a tax rate in excess of 8% of the effective tax rate, taxpayers may take measures that could rollback the adopted rate to an 8% increase. Generally, these procedures involve a petition of eligible voters and a rollback election.

Article XI, Section 5 of the State of Texas Constitution states in part:

"...but no tax for any purpose shall ever be lawful for any one year, which shall exceed two and one-half percent of the taxable property of such city."

Calculation of Legal Debt Margin - October 1, 2017

Adjusted Tax Base Valuation	\$7,898,614,349
Constitutional Limit	2.5% of assessed valuation
Maximum Constitutional Revenue Available	\$197,465,359
Tax Rate to Achieve Maximum Tax Revenue	\$2.50 per \$100 of valuation
Adopted Tax Rate for 2017-18	\$0.289271 per \$100 of valuation
Available Unused Constitutional Max Tax Rate	\$2.210729

Other requirements relating to the adoption and levying of ad valorem taxes are the publication of the unencumbered fund balances of the General Fund and Debt Service Fund, the 2017-18 debt service requirements, and the 2017 property tax rates in the City of Grapevine.

The State of Texas does not provide for a statutory debt limit for cities. The truth-in-taxation criterion specifies that debt (Interest & Sinking) requirements must be met first, then operations. The property tax rate to meet these needs cannot exceed \$2.50 per \$100 valuation.

NOTICE OF 2017 TAX YEAR ADOPTED PROPERTY TAX RATE FOR CITY OF GRAPEVINE

A tax rate of \$0.289271 per \$100 valuation has been adopted for adoption by the governing body of City of Grapevine. This rate exceeds the lower of the effective or rollback tax rate, and state law requires that two public hearings be held by the governing body before adopting the proposed tax rate.

The governing body of City of Grapevine proposes to use revenue attributable to the tax rate increase for the purpose of offsetting declining sales tax revenue which provides the majority of funding for the General Fund and CCPD Fund.

ADOPTED TAX RATE	\$0.289271 per \$100
PRECEDING YEAR'S TAX RATE	\$0.289271 per \$100
EFFECTIVE TAX RATE	\$0.270961 per \$100
ROLLBACK TAX RATE	\$0.292737 per \$100

The effective tax rate is the total tax rate needed to raise the same amount of property tax revenue for City of Grapevine from the same properties in both the 2016 tax year and the 2017 tax year.

The rollback tax rate is the highest tax rate that City of Grapevine may adopt before voters are entitled to petition for an election to limit the rate that may be approved to the rollback rate.

YOUR TAXES OWED UNDER ANY OF THE ABOVE RATES CAN BE CALCULATED AS
FOLLOWS:

$$\text{property tax amount} = (\text{rate}) \times (\text{taxable value of your property}) / 100$$

For assistance or detailed information about tax calculations, please contact:

Colette Ballinger, RTA
City of Grapevine Tax Assessor-Collector
3072 Mustang Drive, Grapevine, TX 76051
817-481-1242
colette.ballinger@gcisd.net
www.grapevintexas.gov

2017 Tax Rate Calculation Worksheet

Date: 07/31/2017 09:00 AM

Taxing Units Other Than School Districts or Water Districts

City of Grapevine

Taxing Unit Name

Phone (area code and number)

Taxing Unit's Address, City, State, Zip

Taxing Unit's Website Address

GENERAL INFORMATION: Tax Code Section 26.04(c) requires an officer or employee designated by the governing body to calculate the effective tax rate and rollback tax rate for the taxing unit. These tax rates are expressed in dollars per \$100 of taxable value calculated. The calculation process starts after the chief appraiser delivers to the taxing unit the certified appraisal roll and the estimated values of properties under protest. School districts do not use this form, but instead use Comptroller Form 50-859 Tax Rate Calculation Worksheet for School Districts. Water districts as defined under Water Code Section 49.001(1) do not use this form, but instead use Comptroller Form 50-858 Water District Rollback Tax Rate Worksheet. This worksheet is provided to assist taxing units in determining tax rates. The information provided in this worksheet is offered as technical assistance and not legal advice. Taxing units should consult legal counsel for interpretations of law regarding tax rate preparation and adoption.

SECTION 1: Effective Tax Rate (No New Taxes)

The effective tax rate enables the public to evaluate the relationship between taxes for the prior year and for the current year based on a tax rate that would produce the same amount of taxes (no new taxes) if applied to the same properties that are taxed in both years. When appraisal values increase, the effective tax rate should decrease.

The effective tax rate for a county is the sum of the effective tax rates calculated for each type of tax the county levies.

Effective Tax Rate Activity	Amount/Rate
1. 2016 total taxable value. Enter the amount of 2016 taxable value on the 2016 tax roll today. Include any adjustments since last year's certification; exclude Tax Code Section 25.25(d) one-third over-appraisal corrections from these adjustments. This total includes the taxable value of homesteads with tax ceilings (will deduct in Line 2) and the captured value for tax increment financing (will deduct taxes in Line 14). ¹	\$7,618,869,867
2. 2016 tax ceilings. Counties, cities and junior college districts. Enter 2016 total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing unit adopted the tax ceiling provision in 2016 or a prior year for homeowners age 65 or older or disabled, use this step. ²	\$0
3. Preliminary 2016 adjusted taxable value. Subtract Line 2 from Line 1.	\$7,618,869,867
4. 2016 total adopted tax rate.	\$0.289271/\$100
5. 2016 taxable value lost because court appeals of ARB decisions reduced 2016 appraised value.	
A. Original 2016 ARB Values.	\$1,085,818,504
B. 2016 values resulting from final court decisions.	\$997,219,226
C. 2016 value loss. Subtract B from A. ³	\$88,599,278
6. 2016 taxable value, adjusted for court-ordered reductions. Add Line 3 and Line 5C.	\$7,707,469,145
7. 2016 taxable value of property in territory the taxing unit deannexed after Jan. 1, 2016. Enter the 2016 value of property in deannexed territory. ⁴	\$0
8. 2016 taxable value lost because property first qualified for an exemption in 2017. Note that lowering the amount or percentage of an existing exemption does not create a new exemption or reduce taxable value. If the taxing unit increased an original exemption, use the difference between the original exempted amount and the increased exempted amount. Do not include value lost to freeport or goods-in-transit exemptions.	

A. Absolute exemptions. Use 2016 market value:	\$19,912,898
B. Partial exemptions. 2017 exemption amount or 2017 percentage exemption times 2016 value:	\$19,712,454
C. Value loss. Add A and B. ⁵	\$39,625,352
9. 2016 taxable value lost because property first qualified for agricultural appraisal (1-d or 1-d-1), timber appraisal, recreational/scenic appraisal or public access airport special appraisal in 2017. Use only properties that qualified in 2017 for the first time; do not use properties that qualified in 2016.	
A. 2016 market value:	\$1,850,000
B. 2017 productivity or special appraised value:	\$2,360
C. Value loss. Subtract B from A. ⁶	\$1,847,640
10. Total adjustments for lost value. Add lines 7, 8C and 9C.	\$41,472,992
11. 2016 adjusted taxable value. Subtract Line 10 from Line 6.	\$7,665,996,153
12. Adjusted 2016 taxes. Multiply Line 4 by Line 11 and divide by \$100.	\$22,175,503
13. Taxes refunded for years preceding tax year 2016. Enter the amount of taxes refunded by the taxing unit for tax years preceding tax year 2016. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for tax year 2016. This line applies only to tax years preceding tax year 2016. ⁷	\$125,883
14. Taxes in tax increment financing (TIF) for tax year 2016. Enter the amount of taxes paid into the tax increment fund for a reinvestment zone as agreed by the taxing unit. If the taxing unit has no 2017 captured appraised value in Line 16D, enter 0. ⁸	\$1,654,901
15. Adjusted 2016 taxes with refunds and TIF adjustment. Add Lines 12 and 13, subtract Line 14. ⁹	\$20,646,485
16. Total 2017 taxable value on the 2017 certified appraisal roll today. This value includes only certified values and includes the total taxable value of homesteads with tax ceilings (will deduct in Line 18). These homesteads include homeowners age 65 or older or disabled. ¹⁰	
A. Certified values:	\$8,037,334,886
B. Counties: Include railroad rolling stock values certified by the Comptroller's office:	\$0
C. Pollution control and energy storage system exemption : Deduct the value of property exempted for the current tax year for the first time as pollution control or energy storage system property:	\$0
D. Tax increment financing: Deduct the 2017 captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the 2017 taxes will be deposited into the tax increment fund. Do not include any new property value that will be included in Line 21 below. ¹¹	\$603,171,137
	\$7,434,163,749

E. Total 2017 value. Add A and B, then subtract C and D.	
17. Total value of properties under protest or not included on certified appraisal roll. ¹²	
A. 2017 taxable value of properties under protest. The chief appraiser certifies a list of properties still under ARB protest. The list shows the appraisal district's value and the taxpayer's claimed value, if any, or an estimate of the value if the taxpayer wins. For each of the properties under protest, use the lowest of these values. Enter the total value. ¹³	\$250,666,965
B. 2017 value of properties not under protest or included on certified appraisal roll. The chief appraiser gives taxing units a list of those taxable properties that the chief appraiser knows about, but are not included in the appraisal roll certification. These properties also are not on the list of properties that are still under protest. On this list of properties, the chief appraiser includes the market value, appraised value and exemptions for the preceding year and a reasonable estimate of the market value, appraised value and exemptions for the current year. Use the lower market, appraised or taxable value (as appropriate). Enter the total value. ¹⁴	\$63,015,468
C. Total value under protest or not certified: Add A and B.	\$313,682,433
18. 2017 tax ceilings. Counties, cities and junior colleges enter 2017 total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing units adopted the tax ceiling provision in 2016 or a prior year for homeowners age 65 or older or disabled, use this step. ¹⁵	\$0
19. 2017 total taxable value. Add Lines 16E and 17C. Subtract Line 18.	\$7,747,846,182
20. Total 2017 taxable value of properties in territory annexed after Jan. 1, 2016. Include both real and personal property. Enter the 2017 value of property in territory annexed. ¹⁶	\$0
21. Total 2017 taxable value of new improvements and new personal property located in new improvements. New means the item was not on the appraisal roll in 2016. An improvement is a building, structure, fixture or fence erected on or affixed to land. New additions to existing improvements may be included if the appraised value can be determined. New personal property in a new improvement must have been brought into the taxing unit after Jan. 1, 2016, and be located in a new improvement. New improvements do include property on which a tax abatement agreement has expired for 2017. ¹⁷	\$128,129,000
22. Total adjustments to the 2017 taxable value. Add Lines 20 and 21.	\$128,129,000
23. 2017 adjusted taxable value. Subtract Line 22 from Line 19.	\$7,619,717,182
24. 2017 effective tax rate. Divide Line 15 by Line 23 and multiply by \$100. ¹⁸	\$0.270961/\$100
25. COUNTIES ONLY. Add together the effective tax rates for each type of tax the county levies. The total is the 2017 county effective tax rate. ¹⁹	

¹Tex. Tax Code Section 26.012(14)

²Tex. Tax Code Section 26.012(14)

³Tex. Tax Code Section 26.012(13)

⁴Tex. Tax Code Section 26.012(15)

⁵Tex. Tax Code Section 26.012(15)

⁶Tex. Tax Code Section 26.012(15)

⁷Tex. Tax Code Section 26.012(13)

⁸Tex. Tax Code Section 26.03(c)

⁹Tex. Tax Code Section 26.012(13)

¹⁰Tex. Tax Code Section 26.012

¹¹Tex. Tax Code Section 26.03(c)

¹²Tex. Tax Code Section 26.01(c) and (d)

¹³Tex. Tax Code Section 26.01(c)

¹⁴Tex. Tax Code Section 26.01(d)

¹⁵Tex. Tax Code Section 26.012(6)

¹⁶Tex. Tax Code Section 26.012(17)

SECTION 2: Rollback Tax Rate

The rollback tax rate is split into two separate rates:

1. **Maintenance and Operations (M&O):** The M&O portion is the tax rate that is needed to raise the same amount of taxes that the taxing unit levied in the prior year plus eight percent. This rate accounts for such things as salaries, utilities and day-to-day operations.
2. **Debt:** The debt tax rate includes the debt service necessary to pay the taxing unit's debt payments in the coming year. This rate accounts for principal and interest on bonds and other debt secured by property tax revenue.

The rollback tax rate for a county is the sum of the rollback tax rates calculated for each type of tax the county levies. In most cases the rollback tax rate exceeds the effective tax rate, but occasionally decreases in a taxing unit's debt service will cause the effective tax rate to be higher than the rollback tax rate.

Rollback Tax Rate Activity	Amount/Rate
26. 2016 maintenance and operations (M&O) tax rate.	\$0.126479/\$100
27. 2016 adjusted taxable value. Enter the amount from Line 11.	\$7,665,996,153
28. 2016 M&O taxes.	
A. Multiply Line 26 by Line 27 and divide by \$100.	\$9,695,875
B. Cities, counties and hospital districts with additional sales tax: Amount of additional sales tax collected and spent on M&O expenses in 2016. Enter amount from full year's sales tax revenue spent for M&O in 2016 fiscal year, if any. Other taxing units enter 0. Counties exclude any amount that was spent for economic development grants from the amount of sales tax spent.	\$0
C. Counties: Enter the amount for the state criminal justice mandate. If second or later year, the amount is for increased cost above last year's amount. Other taxing units enter 0.	\$0
D. Transferring function: If discontinuing all of a department, function or activity and transferring it to another taxing unit by written contract, enter the amount spent by the taxing unit discontinuing the function in the 12 months preceding the month of this calculation. If the taxing unit did not operate this function for this 12-month period, use the amount spent in the last full fiscal year in which the taxing unit operated the function. The taxing unit discontinuing the function will subtract this amount in H below. The taxing unit receiving the function will add this amount in H below. Other taxing units enter 0.	\$0
E. Taxes refunded for years preceding tax year 2016: Enter the amount of M&O taxes refunded in the preceding year for taxes before that year. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for tax year 2016. This line applies only to tax years preceding tax year 2016.	\$55,036
F. Enhanced indigent health care expenditures: Enter the increased amount for the current year's enhanced indigent health care expenditures above the preceding tax year's enhanced indigent health care expenditures, less any state assistance.	\$0
G. Taxes in TIF: Enter the amount of taxes paid into the tax increment fund for a reinvestment zone as agreed by the taxing unit. If the taxing unit has no 2017 captured appraised value in Line 16D, enter 0.	\$0
H. Adjusted M&O Taxes. Add A, B, C, E and F. For taxing unit with D, subtract if discontinuing function and add if receiving function. Subtract G.	\$9,750,911

29. 2017 adjusted taxable value. Enter Line 23 from the Effective Tax Rate Worksheet.	\$7,619,717,182
30. 2017 effective maintenance and operations rate. Divide Line 28H by Line 29 and multiply by \$100.	\$0.127969/\$100
31. 2017 rollback maintenance and operation rate. Multiply Line 30 by 1.08.	\$0.138206/\$100
<p>32. Total 2017 debt to be paid with property taxes and additional sales tax revenue. Debt means the interest and principal that will be paid on debts that:</p> <p>(1) are paid by property taxes, (2) are secured by property taxes, (3) are scheduled for payment over a period longer than one year and (4) are not classified in the taxing unit's budget as M&O expenses.</p> <p>A. Debt also includes contractual payments to other taxing units that have incurred debts on behalf of this taxing unit, if those debts meet the four conditions above. Include only amounts that will be paid from property tax revenue. Do not include appraisal district budget payments. Enter debt amount.</p> <p>B. Subtract unencumbered fund amount used to reduce total debt.</p> <p>C. Subtract amount paid from other resources.</p> <p>D. Adjusted debt. Subtract B and C from A.</p>	<p>\$11,972,850</p> <p>\$0</p> <p>\$0</p> <p>\$11,972,850</p>
33. Certified 2016 excess debt collections. Enter the amount certified by the collector.	\$0
34. Adjusted 2017 debt. Subtract Line 33 from Line 32D.	\$11,972,850
35. Certified 2017 anticipated collection rate. Enter the rate certified by the collector. If the rate is 100 percent or greater, enter 100 percent.	100.00%
36. 2017 debt adjusted for collections. Divide Line 34 by Line 35	\$11,972,850
37. 2017 total taxable value. Enter the amount on Line 19.	\$7,747,846,182
38. 2017 debt tax rate. Divide Line 36 by Line 37 and multiply by \$100.	\$0.154531/\$100
39. 2017 rollback tax rate. Add Lines 31 and 38.	\$0.292737/\$100
40. COUNTIES ONLY. Add together the rollback tax rates for each type of tax the county levies. The total is the 2017 county rollback tax rate.	

SECTION 3: Additional Sales Tax to Reduce Property Taxes

Cities, counties and hospital districts may levy a sales tax specifically to reduce property taxes. Local voters by election must approve imposing or abolishing the additional sales tax. If approved, the taxing unit must reduce its effective and rollback tax rates to offset the expected sales tax revenue.

This section should only be completed by a county, city or hospital district that is required to adjust its effective tax rate and/or rollback tax rate because it adopted the additional sales tax.

Activity	Amount/Rate
41. Taxable Sales. For taxing units that adopted the sales tax in November 2016 or May 2017, enter the Comptroller's estimate of taxable sales for the previous four quarters. ²⁰ Taxing units that adopted the sales tax before November 2016, skip this line.	\$0
42. Estimated sales tax revenue. Counties exclude any amount that is or will be spent for economic development grants from the amount of estimated sales tax revenue. ²¹ Taxing units that adopted the sales tax in November 2016 or in May 2017. Multiply the amount on Line 41 by the sales tax rate (.01, .005 or .0025, as applicable) and multiply the result by .95. ²² - or - Taxing units that adopted the sales tax before November 2016. Enter the sales tax revenue for the previous four quarters. Do not multiply by .95.	\$0
43. 2017 total taxable value. Enter the amount from Line 37 of the Rollback Tax Rate Worksheet.	\$7,747,846,182
44. Sales tax adjustment rate. Divide Line 42 by Line 43 and multiply by \$100.	\$0/\$100
45. 2017 effective tax rate, unadjusted for sales tax. ²³ Enter the rate from Line 24 or 25, as applicable, on the Effective Tax Rate Worksheet.	\$0.270961/\$100
46. 2017 effective tax rate, adjusted for sales tax. Taxing units that adopted the sales tax in November 2016 or in May 2017. Subtract Line 44 from Line 45. Skip to Line 47 if you adopted the additional sales tax before November 2016.	\$0.270961/\$100
47. 2017 rollback tax rate, unadjusted for sales tax. ²⁴ Enter the rate from Line 39 or 40, as applicable, of the Rollback Tax Rate Worksheet.	\$0.292737/\$100
48. 2017 rollback tax rate, adjusted for sales tax. Subtract Line 44 from Line 47.	\$0.292737/\$100

¹⁷Tex. Tax Code Section 26.012(17)

¹⁸Tex. Tax Code Section 26.04(c)

¹⁹Tex. Tax Code Section 26.04(d)

²⁰Tex. Tax Code Section 26.041(d)

²¹Tex. Tax Code Section 26.041(i)

²²Tex. Tax Code Section 26.041(d)

²³Tex. Tax Code Section 26.04(c)

²⁴Tex. Tax Code Section 26.04(c)

SECTION 4: Additional Rollback Protection for Pollution Control

A taxing unit may raise its rate for M&O funds used to pay for a facility, device or method for the control of air, water or land pollution. This includes any land, structure, building, installation, excavation, machinery, equipment or device that is used, constructed, acquired or installed wholly or partly to meet or exceed pollution control requirements. The taxing unit's expenses are those necessary to meet the requirements of a permit issued by the Texas Commission on Environmental Quality (TCEQ). The taxing unit must provide the tax assessor with a copy of the TCEQ letter of determination that states the portion of the cost of the installation for pollution control.

This section should only be completed by a taxing unit that uses M&O funds to pay for a facility, device or method for the control of air, water or land pollution.

Additional Rollback Protection for Pollution Control Activity	Amount/Rate
49. Certified expenses from the Texas Commission on Environmental Quality (TCEQ). Enter the amount certified in the determination letter from TCEQ. ²⁵ The taxing unit shall provide its tax assessor-collector with a copy of the letter. ²⁶	\$0
50. 2017 total taxable value. Enter the amount from line 37 of the Rollback Tax Rate Worksheet.	\$7,747,846,182
51. Additional rate for pollution control. Divide line 49 by Line 50 and multiply by \$100.	\$0/\$100
52. 2017 rollback tax rate, adjusted for pollution control. Add Line 51 to one of the following lines (as applicable): Line 39, Line 40 (counties) or Line 48 (taxing units with the additional sales tax).	\$0.292737/\$100

SECTION 5: Total Tax Rate

Indicate the applicable total tax rates as calculated above.

Effective tax rate (Line 24; line 25 for counties; or line 46 if adjusted for sales tax)	\$0.270961
Rollback tax rate (Line 39; line 40 for counties; or line 48 if adjusted for sales tax)	\$0.292737
Rollback tax rate adjusted for pollution control (Line 52)	\$0.292737

SECTION 6: Taxing Unit Representative Name and Signature

Enter the name of the person preparing the tax rate as authorized by the taxing unit.

print here

Printed Name of Taxing Unit Representative

sign here _____

Taxing Unit Representative

_____ Date

²⁵Tex. Tax Code Section 26.045(d)

²⁶Tex. Tax Code Section 26.045(i)

Budget Glossary

ADA – Americans with Disabilities Act

Ad Valorem Tax - Tax computed from the taxable valuation of land and improvements.

Account – A separate financial reporting unit for budgeting, management, or accounting purposes. All budgetary transactions, whether revenue or expenditure, are recorded in accounts.

Allocation - A part of a lump-sum amount, which is designated for expenditure by specific organization units and/or for special purposes, activities, or objects.

Appropriation - An authorization granted by the City Council to make expenditures and to incur obligations identified in the adopted operating budget.

Assessed Valuation - A valuation set upon real and personal property by the Tarrant Appraisal District as a basis for levying taxes.

Audit – An examination, usually by an official or a private accounting firm retained by Council, of organization financial statements and the utilization of resources.

Authorized Positions - Number of positions authorized in the final budget.

Balance Sheet – A financial statement that presents the assets, liabilities, reserves and balances of a specific governmental fund as of a specified date.

Bond – A promise to repay borrowed money on a particular date, often ten or twenty years in the future. Most bonds also involve a promise to pay a specified dollar amount of interest at predetermined intervals. The City uses bonds to obtain long-term financing for capital projects.

Bond Covenant – A legally enforceable agreement with bondholders that requires the governmental agency selling the bond to meet certain conditions in the repayment of the debt.

Bond Ordinance – A law approving the sale of bonds that specifies how proceeds may be spent.

Bond Funds - Resources derived from issuance of bonds for financing capital improvements.

Budget - A financial plan for a specified period of time that matches all planned revenues and expenditures with various municipal services. It is the primary means by which most of the expenditure and service delivery activities of a government are controlled.

Budget Amendment - A revision of the adopted budget that, when approved by Council, replaces the original provision.

Budget Basis - The accounting system used in tracking the budget execution is GAAP.

Budget Glossary

Budget Calendar - The schedule of key dates that is followed in the preparation, adoption, and administration of the budget.

Budget Manual – A booklet prepared by the budget office that includes the budget, calendar, the forms departments need to prepare their budget requests, and a description of the budget process.

Capital Assets – Things the City owns that cost a considerable amount of money and that are intended to last a long time – e.g. buildings, land, roads, bridges and water treatment plants.

Capital Improvement Program - This is the City's plan to finance major infrastructure development and improvement. It is primarily funded through General Obligation bonds and revenue bonds.

Capital Outlay - Expenditure which results in the acquisition of or addition to fixed assets.

Certificates of Obligation – Method for issuing long-term debt. Does not require voter approval.

Certification Pay – Additional pay attributable for completion of specified certification that enhances performance.

City Charter - A document of a home rule city similar to a constitution. The City Charter establishes the City's government structure and provides for the distribution of powers and duties among the various branches of government.

Community Development Block Grants (CDBG) - Federal funds made available to municipalities specifically for community revitalization.

Comprehensive Annual Financial Report (CAFR) – This report summarizes financial data for the previous fiscal year in a standardized format.

Contingency – A budgetary reserve set aside for unforeseen events occurring during the fiscal year. Also known as a reserve account.

D.A.R.E. (Drug Awareness Resistance Education) – Program developed to educate students of the effects of drug and alcohol abuse.

Debt Service - Payment of interest and principal on an obligation resulting from bond sales or lease-purchase agreements.

Deficit - The excess of expenditures over revenues during an accounting period; or, in the case of proprietary funds, the excess of expense over income during an accounting period.

Department - A major administrative division of the City that indicates overall management responsibility for an operation or a group of related operations within a functional area.

Budget Glossary

Division - The smallest unit of budgetary accountability and control, which encompasses specific work units for accomplishing a City operation.

EMS - Emergency Medical Services

EMT - Emergency Medical Technician

Effective Tax Rate - State law in Texas prescribes a formula for calculating the effective tax rate for cities. The net effect of the formula is to produce a tax rate that goes down when property values rise because of inflation and vice versa. The intent is to generate a rate that produces approximately the same revenue as the year before. The formula does make adjustments for newly annexed property and newly constructed property.

Encumbrance - The commitment of appropriated funds to purchase an item or service.

Enterprise Fund - A fund established to account for operations that are financed and operated in a manner similar to private business. It is the City's intent to recover the costs of providing a service primarily through user charges.

EPA - Environmental Protection Agency

Expenditures - Outflow of non-enterprise funds paid or to be paid for an asset obtained or goods and services obtained.

Expenses - Outflow of enterprise funds paid or to be paid for an asset obtained or goods and services obtained.

Fiscal Policy - The City's policies with respect to taxes, spending, and debt management as they relate to government services, programs, and capital investment. Reflect a set of principals for the planning and programming of government budgets.

Fiscal Year - The time period designated by the City signifying the beginning and ending period for recording financial transactions. The City of Grapevine has specified October 1 to September 30 as its fiscal year.

Fixed Assets - Assets of a long-term character that are intended to continue to be held or used, such as land, buildings, improvements other than buildings, machinery and equipment.

Franchise Fee - A fee levied by City Council on businesses that use City property or right-of-way. This fee is usually charged as a percentage of gross receipts.

Full Funding - Term used to designate full year payment for personnel or other budgeted items.

Full-Time Equivalent (FTE) - The measure of authorized personnel often referred to as worker-years. The full time equivalent of 1 position (1 FTE) approximately represents 2080 hours of work per year.

Budget Glossary

Fund - A fiscal and accounting entity with a self-balancing set of accounts in which cash and other financial resources, all related liabilities and residual equities, or balances, and changes therein, are recorded and segregated to carry on specific operations.

Description of Funds:

1. General Fund - Accounts for revenues and expenditures relating to the provisions of services to the City such as Police, Fire, Public Works, Parks & Recreation, Administration, Community Development, Finance, etc.
2. Utility Enterprise Fund - Accounts for all revenues and expenses relating to the operation of the water and wastewater system and related capital construction.
3. Convention & Visitors Bureau Fund - Accounts for revenues and expenditures relating to the use of hotel occupancy tax receipts. Because of restricted types of uses allowed for these monies, they are accounted for in a separate fund.
4. Lake Enterprise Fund - Accounts for revenues and expenses relating to Golf Course operations, maintenance and capital improvements for facilities around Lake Grapevine.
5. General Government Capital Projects Fund - Are those projects that do not meet the criteria for Permanent Street or Capital Maintenance Funding and are typically funded with bond funds or grants.
6. Capital / Street Maintenance Projects Fund - Include facility repairs or major maintenance and other operating and equipment needs as well as street overlay programs, curb and gutter repairs and traffic signals, signs and striping maintenance. Projects are designed to maintain a five-year maintenance schedule and are funded out of an operational transfer from the general fund.
7. Utility and Enterprise Projects Fund - (As with the General Government Capital Projects) are projects for the Utility and Lake Enterprise Funds that do not meet the criteria for Permanent Street or Capital Maintenance Funding. Funding sources for these projects are typically bond funds or water and wastewater impact fees.
8. Debt Service Fund - Accounts for all monies involving payment of interest and principal on General Obligation Bonds and Public Property Contractual Obligations.
9. Stormwater Drainage Utility Fund - This fund provides for the accounting of expenses and revenues related to stormwater drainage administration, operations and capital improvements.
10. Lake Parks Special Revenue Fund – This fund accounts for all activities necessary to operate and maintain park property on Lake Grapevine received from the U.S. Army Corps of Engineers.

Fund Balance - The difference between fund assets and fund liabilities of governmental and similar trust funds.

Budget Glossary

GASB – Governmental Accounting Standards Board

GCISD - Grapevine/Colleyville Independent School District.

GFOA - Government Finance Officers Association of the United States and Canada.

General Obligation Bonds (G.O.) - Bonds sold and guaranteed by the City, in which the full faith and credit of the City is pledged for repayment.

Generally Accepted Accounting Principles (GAAP) - Uniform minimum standards and guidelines for financial accounting and reporting. They govern the form and content of the financial statements of an entity. GAAP encompass the conventions, rules and procedures necessary to define accepted accounting practice at a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures. GAAP provide a standard by which to measure financial presentations.

GIS – Geographic Information System

Goals - Generalized statements of where an organization desires to be at some future time with regard to certain operating elements (e.g. financial condition, service levels provided, etc.)

Grant - A contribution by a government or other organization to support a particular function. Typically, these contributions are made to local governments from state or federal governments.

Home Rule – A limited grant of discretion from a state government to a local municipality, concerning the organization of functions and the raising of revenue. Without home rule, local municipalities are restricted to functions specified by the state government.

Internal Service Fund - Fund used to account for the financing of goods or services provided by one department to another department on a cost reimbursement basis.

I/I – Infiltration and Inflow

Infrastructure – Basic public investments such as streets, storm drainage, water and sewer lines, streetlights and sidewalks.

Interfund transfer – The transfer of money from one fund to another.

Investment – Securities and real estate purchased and held for the production of income in the form of interest, dividends, rentals and base payments.

L.F. - (Linear feet) Length in feet.

Lift Station – The City's collection system relies on gravity to collect wastewater. When the system gets to an unreasonable depth, a lift station pumps the wastewater to a higher elevation so the gravity process can begin again.

Budget Glossary

Line-item budget – A budget format in which departmental outlays are grouped according to the items that will be purchased.

Longevity - Annual monetary payments to qualified employees based on length of service.

MCL – Maximum Contaminant Level. The highest level of a contaminant that is allowed in drinking water.

MGD – Million gallons per day.

Modified Accrual Basis - This method of accounting is a combination of cash and accrual accounting since expenditures are immediately incurred as a liability while revenues are not recorded until they are actually received or are "measurable" and "available for expenditure". This type of accounting basis is conservative and is recommended as the standard for most governmental funds.

Municipal - Of or pertaining to a city or its Government.

NCTCOG - North Central Texas Council of Governments

Non-Departmental – Accounts for expenditures for professional services and other general government functions, which cannot be allocated to individual departments.

NTRA - National Therapeutic Recreation Association

NTU - Nephthalic Turbidity Units (translucent liquid indicator of suspended solids in water).

Object Code - The standard citywide classification of the expenditures such as office supplies or rental of equipment.

Objectives - Specific, measurable targets set in relation to goals.

Operating Funds - Resources derived from recurring revenue sources used to finance ongoing operating expenditures.

Ordinance - An authoritative command or order. This term is used for laws adopted by a municipality.

Per Capita Costs - The cost of service per person. Per capita costs in Grapevine are based upon the City's population.

Performance Indicator - Specific quantitative and qualitative measure of work performed as an objective of the department.

Budget Glossary

Prompt Payment Act - Adopted in July, 1985 by the State, the Act required the City to pay for goods and services within 30 days of receipt of invoice or the goods or services, whichever comes later. If this is not satisfied, the City may be charged interest on the unpaid balance at the rate of 1 % per month.

Public Hearing – An open meeting regarding proposed operating or capital budget allocations, which provide citizens with an opportunity to voice their views on the merits of the proposals.

Purchase Order – An agreement to buy goods and services from a specific vendor, with a promise to pay on delivery.

Rainy Day funds – Revenue stabilization reserves that provide resources when tax revenues temporarily decline.

Resolution – A formal statement of opinion or determination adopted by an assembly or other formal group.

Resources - Total dollars available for appropriations, including estimated revenues, fund transfers, and beginning fund balances.

Revenue - Funds that the government receives as income. It includes such items as tax payments, fees from specific services, receipts from other governments, fines for forfeitures, grants, shared revenues, and interest income.

Salary Savings – The reduced expenditures for salaries that result when a position remains unfilled for part of a year or when a more senior employee is replaced by a newer employee at a lower salary.

Revenue Bond – Bonds secured only by revenue from particular projects built or maintained by local government. An example would be the Water and Sewer system.

SFLUE - Single Family Living Unit Equivalent, the unit established as the lowest common denominator to which all properties can be referenced. It serves as the basis for charging the stormwater utility fee.

Special Assessments - A compulsory levy made against certain properties to defray part or all of the cost of a specific improvement or service deemed to primarily benefit those properties.

Special Revenue Funds - Funds, exclusive of the General Fund and capital funds, which are separately administered because they are associated with a distinct function or enterprise.

Strategic Goals /Objectives - Elements or sub-elements of a strategic plan. The City's planned response to address service delivery needs and priorities.

TAAF - Texas Amateur Athletic Federation

Budget Glossary

Tax Levy - The total revenues to be raised by ad valorem taxes for expenditures as authorized by the City Council.

Tax Rate - The amount of tax levied for each \$1 00 of valuation.

Tax Roll - Official list showing the amount of taxes levied against each taxpayer or property.

Taxes - Compulsory charges levied by a government for the purpose of financing services performed for the common benefit of the people.

TIF - Tax Increment Financing, the act of capturing the amount of property taxes levied by a taxing unit for the year on the appraised value of real property located within a defined investment zone. The tax increments are paid into the TIF fund and used to pay project costs within the zone, including debt service obligations.

TMRS - Texas Municipal Retirement System, a pension plan for employees of member cities within the state of Texas.

TPWD – Texas Parks and Wildlife Department

TRA – Trinity River Authority. A political subdivision of the state of Texas responsible for administration of a master plan for basin-wide development, serving as local sponsor for federal water projects and providing services to cities within its service area. TRA serves the southern portion of Grapevine.

T.R.A.P.S. - Texas Recreation & Parks Society

TRE – Trinity Railway Express. A cooperative service provided by the Fort Worth Transportation Authority (the T) and Dallas Area Rapid Transit (DART) to provide commuter rail service between Fort Worth & Dallas.

Transfer-In – Funds expended in one fund and received in another.

Turbidity – A measure of the cloudiness of water. Turbidity is a good indicator of the effectiveness of the filtration system.

TxDOT – Texas Department of Transportation

Unencumbered Balance - The amount of an appropriation that is neither expended nor encumbered; the amount of money still available for further purchases.

Working Capital – Budgeted working capital is calculated as a fund's current assets less current liabilities and outstanding encumbrances. The terminology is used to indicate unencumbered fund balances in enterprise funds such as the Utility and Lake Enterprise funds.

RESOLUTION NO. 2017-069

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GRAPEVINE, TEXAS, APPROVING THE TAX ROLLS FOR TAX YEAR 2017 ON PROPERTY WITHIN THE CITY; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, on or by July 25, 2017, the Chief Appraisers of the Tarrant, Dallas and Denton Appraisal Districts approved and certified to the Grapevine City Council the Tax Rolls for 2017 with a total appraised value of \$12,678,120,389 and having a net taxable value of \$8,037,334,886; and

WHEREAS, all constitutional and statutory prerequisites for the approval of this resolution have been met, including but not limited to the Open Meetings Act; and

WHEREAS, the City Council deems the adoption of this resolution to be in the best interests of the health, safety, and welfare of the public.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GRAPEVINE, TEXAS:

Section 1. That all matters stated hereinabove are found to be true and correct and are incorporated herein by reference as if copied in their entirety.

Section 2. That the Certified Tax Rolls value for the tax year 2017 for the City of Grapevine, Texas be and hereby approved in the amount of \$12,678,120,389 for total appraised value.

Section 3. That the certified net taxable value (total appraised value less exemptions) of \$8,037,334,886 is approved.

Section 4. That in addition to the value shown in Section 3 above, the Chief Appraisers have prepared a list of all properties pending disposition before the Appraisal Review Board. A projected minimum value of \$250,666,965 has been assigned to this property and \$63,015,468 in properties not on the rolls, for a total of \$313,682,433 used for budget purposes.

Section 5. That this resolution shall take effect from and after the date of its passage.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF GRAPEVINE, TEXAS on this the 1st day of August, 2017.

APPROVED:



William D. Tate
Mayor

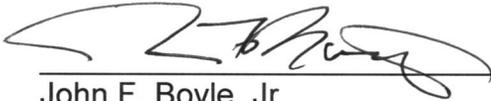
ATTEST:



Tara Brooks
City Secretary



APPROVED AS TO FORM:



John F. Boyle, Jr.
City Attorney

ORDINANCE NO. 2017-057

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GRAPEVINE, TEXAS ADOPTING THE BUDGET FOR THE CITY OF GRAPEVINE, TEXAS FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2017 AND ENDING SEPTEMBER 30, 2018; PROVIDING FOR INTRA- AND INTERDEPARTMENTAL FUND TRANSFERS; PROVIDING FOR INVESTMENT OF CERTAIN FUNDS; DECLARING AN EMERGENCY; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, a notice of public hearing on the budget for the City of Grapevine, Texas for the Fiscal Year 2017-2018 (FY 2018) was heretofore published in accordance with law; and

WHEREAS, a public hearing was duly held and all interested persons were given an opportunity to be heard for or against any item therein; and

WHEREAS, all constitutional and statutory prerequisites for the approval of this ordinance have been met, including but not limited to the Open Meetings Act; and

WHEREAS, the City Council deems the adoption of this ordinance to be in the best interests of the health, safety, and welfare of the public.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GRAPEVINE, TEXAS:

Section 1. That all matters stated hereinabove are found to be true and correct and are incorporated herein by reference as if copied in their entirety.

Section 2. That the appropriation amounts for the FY2017-2018 budget for the different funds of the City of Grapevine are hereby fixed as follows:

General Fund	\$67,091,044
Convention and Visitors Bureau Fund	20,913,347
Convention and Visitors Bureau Incentives Fund	4,738,706
Stormwater Drainage Fund	1,339,644
Crime Control & Prevention District Fund	16,064,760
Lake Parks Special Revenue Fund	2,500,000
4B Transit Fund	13,650,000
Economic Development Fund	3,703,065
Debt Service Fund	14,630,631
Utility Enterprise Fund	24,441,257
Golf Enterprise Fund	3,020,958

General Permanent Capital Maintenance Fund	1,523,000
Permanent Street Maintenance Fund	1,756,000

Section 3. That the City Council hereby adopts the revised budget for the fiscal year ending September 30, 2017 and the proposed Annual Operating Budget for the fiscal year ending September 30, 2018 and appropriates the funds contained therein.

Section 4. That a copy of the official adopted FY2017-2018 budget document shall be kept on file in the office of the City Secretary and the City of Grapevine website.

Section 5. That the City Manager be and is hereby authorized to make intra and inter-departmental fund transfers during the fiscal year as becomes necessary in order to avoid over-expenditure of a particular object code.

Section 6. That the City Manager is authorized to approve expenditures up to \$15,000. Any expenditure over the \$15,000 limit requires the approval of the City Council. Each expenditure authorized by the City Manager in Account 100-44701-120-1 in FY2017 and FY2018 is approved.

Section 7. That the City Manager is authorized to reclassify personnel positions within city service as warranted.

Section 8. That the City Manager, and/or Assistant City Manager and/or Chief Financial Officer and/or designated investment officer are authorized to invest any funds not needed for current use, whether operating funds or bond funds in Official City Depositories, in any investment instrument authorized by the City's Investment Policy and Investment Strategy and allowed by the Texas Public Funds Investment Act.

Section 9. That the reserve requirement for the Golf Enterprise Fund is suspended for FY2017 and FY2018.

Section 10. That the fact that the fiscal year begins on October 1, 2017 requires that this ordinance be effective upon its passage and adopted to preserve the public peace, property, health and safety and shall be in full force and effect from and after its passage and adoption, and an emergency is hereby declared.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF GRAPEVINE, TEXAS on this the 13th day of September, 2017.

APPROVED:

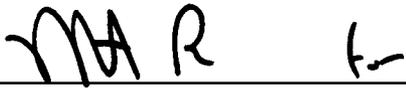


William D. Tate
Mayor

ATTEST:


Tara Brooks
City Secretary

APPROVED AS TO FORM:



John F. Boyle, Jr.
City Attorney

ORDINANCE NO. 2017-058

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GRAPEVINE, TEXAS, SETTING THE ANNUAL TAX RATE FOR TAX YEAR 2017 LEVYING TAXES TO BE ASSESSED ON ALL TAXABLE PROPERTY WITHIN THE LIMITS OF THE CITY OF GRAPEVINE, TEXAS; PROVIDING PENALTIES AND INTEREST FOR THE DELINQUENT TAXES; DECLARING AN EMERGENCY AND PROVIDING AN EFFECTIVE DATE

WHEREAS, THE City Council of Grapevine, Texas has approved an operating budget for the fiscal year 2017-2018 (FY 2018), in compliance with appropriate state laws and the Charter of the City of Grapevine; and,

WHEREAS, public hearings were held on the FY 2018 budget and all interested parties were given an opportunity to be heard for or against any item contained therein; and,

WHEREAS, two public hearings were held regarding the 2017 proposed ad valorem tax rate and all interested parties were given an opportunity to be heard for or against; and,

WHEREAS, an ad valorem tax rate of \$0.289271 per \$100 valuation has been considered for tax year 2017; and,

WHEREAS, all constitutional and statutory prerequisites for the approval of this ordinance have been met, including but not limited to the Open Meetings Act; and

WHEREAS, the City Council deems the adoption of this ordinance to be in the best interests of the health, safety, and welfare of the public.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GRAPEVINE, TEXAS:

Section 1. That all matters stated hereinabove are found to be true and correct and are incorporated herein by reference as if copied in their entirety.

Section 2. That a tax rate is hereby levied upon all taxable property in the City of Grapevine, Texas for tax year 2017 at a rate of twenty-eight ninety-two seventy-one hundreds cents (\$0.289271) per one hundred dollars (\$100.00) valuation. THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE. THE TAX RATE WILL EFFECTIVELY BE RAISED BY 6.53 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$8.26.

Section 3. That there shall be and there is hereby levied the following taxes on each one hundred dollars (\$100.00) valuation on all taxable property within the City of Grapevine, Texas, to be assessed and collected by the Tax Assessor/Collector and collected for tax year 2017, and said taxes are to be assessed and collected for the purposes and in the amounts hereinafter stipulated, to-wit:

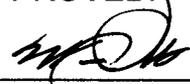
- A. For the General Fund, a tax rate of \$0.134740 per \$100 is levied.
- B. For Debt Service, a tax rate of \$0.154531 per \$100 is levied.

Section 4. That taxes levied by this ordinance shall be due and payable on the first day of October, 2017 and shall become delinquent on the first day of February, 2018, if unpaid. Upon taxes becoming delinquent, interest and penalty will be added as required in Section 33.01 of the Texas Property Tax Code, and shall commence on the first day of February, 2018. The City of Grapevine is hereby authorized to adopt any and all legal remedies provided by the Texas Property Tax Code for the purpose of collecting delinquent taxes.

Section 5. That the fact that the fiscal year begins on October 1, 2017 requires that this ordinance be effective upon its passage and adopted to preserve the public peace, property, health, and safety, and shall be in full force and effect from and after its passage and adoption, and an emergency is hereby declared.

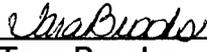
PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF GRAPEVINE, TEXAS, on this the 13th day of September, 2017.

APPROVED:

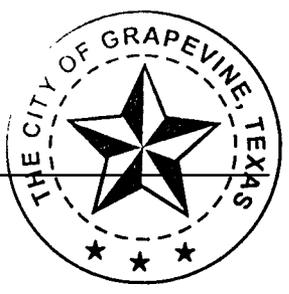


William D. Tate
Mayor

ATTEST:



Tara Brooks
City Secretary



APPROVED AS TO FORM:



John F. Boyle, Jr.
City Attorney

GRAPEVINE 4B ECONOMIC DEVELOPMENT CORPORATION

RESOLUTION NO. 4B 2017-001

A RESOLUTION OF THE GRAPEVINE 4B ECONOMIC DEVELOPMENT CORPORATION OF THE CITY OF GRAPEVINE, TEXAS, ADOPTING AND PROPOSING A BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2017 AND ENDING SEPTEMBER 30, 2018; PROVIDING FOR INVESTMENT OF CERTAIN FUNDS AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the provisions of Article 5190.6, Texas Revised Civil Statutes, the Industrial Development Act of 1979, Section 4B, and the Corporation Bylaws adopted by the Grapevine 4B Economic Development Corporation Board of Directors requires the 4B Corporation to prepare a budget proposal; and

WHEREAS, the Grapevine 4B Economic Development Corporation has adopted the same fiscal year as the City of Grapevine; and

WHEREAS, all legal prerequisites for the adoption of this resolution have been met, including but not limited to the Local Government Code and the Open Meetings Act; and

WHEREAS, the Grapevine 4B Board hereby declares that the approval of this resolution is in the best interests of the health, safety, and welfare of the public.

NOW, THEREFORE, BE IT RESOLVED BY THE GRAPEVINE 4B ECONOMIC DEVELOPMENT CORPORATION OF THE CITY OF GRAPEVINE, TEXAS:

Section 1. That all matters stated hereinabove are found to be true and correct and are incorporated herein by reference as if copied in their entirety.

Section 2. That a budget proposal has been prepared by the Grapevine 4B Economic Development Corporation Board, a copy of which is attached hereto as Exhibit "A".

Section 3. That the Grapevine 4B Economic Development Corporation Board adopts the proposed operating budget for fiscal year ending September 30, 2018.

Section 4. That the City Manager is hereby authorized to make appropriate expenditures, transfers and other financial transactions during the fiscal year pursuant to the Corporation bylaws.

Section 5. That the City Manager, and/or Assistant City Manager and/or Chief Financial Officer and/or designated investment officer are authorized to invest any funds not needed for current use in Official City Depositories, in any investment instrument

authorized by the City's Investment Policy and Investment Strategy and allowed by the Texas Public Funds Investment Act.

Section 6. That this budget proposal be transmitted to the Grapevine City Council and recommended for approval and inclusion in its operating budget for Fiscal Year 2018.

Section 7. That this resolution shall take effect from and after the date of its passage.

PASSED AND APPROVED BY THE GRAPEVINE 4B ECONOMIC DEVELOPMENT CORPORATION BOARD OF DIRECTORS OF THE CITY OF GRAPEVINE, TEXAS on this the 13th day of September, 2017.

APPROVED:

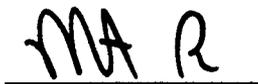


William D. Tate
President

ATTEST:


Tara Brooks
City Secretary

APPROVED AS TO FORM:


John F. Boyle, Jr.
City Attorney

FY 2017-18 PROPOSED OPERATING BUDGET
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
4B TRANSIT FUND

	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Proposed
BEGINNING FUND BALANCE:	6,883,186	11,181,914	14,452,028	14,452,028	14,599,431
OPERATING REVENUE:					
Sales Tax	9,573,493	14,051,640	13,923,193	13,650,000	13,650,000
Interest Income	10,875	71,868	33,000	147,128	160,000
Sales of Fixed Assets - GV Gardens	5,775,030	4,224,970	0	0	0
Miscellaneous	0	300	0	275	0
Total Operating Revenue	15,359,397	18,348,778	13,956,193	13,797,403	13,810,000
TRANSFERS IN:					
Total Transfers In	0	0	0	0	0
TOTAL REVENUE AND TRANSFERS	15,359,397	18,348,778	13,956,193	13,797,403	13,810,000
OPERATING EXPENDITURES:					
Personnel	0	0	0	0	0
Supplies	0	0	0	0	0
Services	137,488	1,027,023	7,051,043	0	0
Contractual Services - The T 3/8 Cent	9,222,903	9,550,381	9,471,292	9,839,046	9,852,350
Community Distributions	0	0	0	0	0
Capital Outlay	0	0	0	0	0
Total Operating Expenditures	9,360,391	10,577,404	16,522,335	9,839,046	9,852,350
TRANSFERS OUT:					
Transfer to Visitor Shuttle Fund	350,590	331,126	371,103	398,454	385,150
Transfer to Economic Development Fund	1,153,580	4,170,133	3,480,798	3,412,500	3,412,500
Transfer to Parks Open Space Fund	196,108	0	0	0	0
Transfer to General Fund - Admin Fee	0	0	0	0	0
Total Transfers Out	1,700,278	4,501,259	3,851,901	3,810,954	3,797,650
TOTAL EXPENDITURES AND TRANSFERS	11,060,669	15,078,664	20,374,236	13,650,000	13,650,000
SURPLUS / (DEFICIT)	4,298,728	3,270,115	(6,418,043)	147,403	160,000
ENDING FUND BALANCE:	11,181,914	14,452,028	8,033,985	14,599,431	14,759,431
RESERVES:					
Reserved for Economic Development Projects	638,256	638,256	638,256	638,256	638,256
Reserved for Train Station Improvements	10,543,658	13,813,773	7,395,730	13,961,176	14,121,176
Total Reserves	11,181,914	14,452,028	8,033,985	14,599,431	14,759,431

CITY OF GRAPEVINE
CRIME CONTROL AND PREVENTION DISTRICT

RESOLUTION NO. CCPD 2017-001

A RESOLUTION OF THE BOARD OF THE CITY OF GRAPEVINE CRIME CONTROL AND PREVENTION DISTRICT BOARD ADOPTING AND PROPOSING A BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2017 AND ENDING SEPTEMBER 30, 2018; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, pursuant to Chapter 363 of the Texas Local Government Code (the "Code") the City of Grapevine created City of Grapevine Crime Control and Prevention District ("CGCCPD") through an election held on November 7, 2006; and

WHEREAS, the CGCCPD was reauthorized for an additional fifteen (15) year period through an election held on May 14, 2011; and

WHEREAS, Chapter 363.201(a) provides that the Board of Directors for the CGCCPD ("Board") shall establish the fiscal year for the CGCCPD and the CGCCPD shall operate on the basis of that year; and

WHEREAS, the fiscal year for the CGCCPD coincides with the fiscal year of the City of Grapevine, Texas, being October 1 to September 30 of each calendar year; and

WHEREAS, the Board finds that all the requirements of Chapter 363 of the Code have been met; and

WHEREAS, the Board has reviewed the proposed FY 2018 budget for the CGCCPD; and

WHEREAS, all legal prerequisites for the adoption of this resolution have been met, including but not limited to the Local Government Code and the Open Meetings Act; and

WHEREAS, the Board hereby declares that the approval of this resolution is in the best interests of the health, safety, and welfare of the public.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF THE CITY OF GRAPEVINE CRIME CONTROL AND PREVENTION DISTRICT:

Section 1. That all matters stated herein above are true and correct and are incorporated herein by reference, as if copied in their entirety.

Section 2. That the Board of Directors for the Crime Control and Prevention District hereby approves and recommends that the City Council of the City of Grapevine, Texas, approve the proposed FY 2018 budget for the CGCCPD, in accordance with the terms and conditions set forth in said plan, which is attached hereto as Exhibit "A".

Section 3. That this resolution shall take effect immediately upon passage by the Board of Directors of the City of Grapevine Crime Control and Prevention District.

PASSED AND APPROVED BY THE BOARD OF THE CITY OF GRAPEVINE CRIME CONTROL AND PREVENTION DISTRICT on this the 13th day of September, 2017.

APPROVED:



William D. Tate
Presiding Officer

ATTEST:


Tara Brooks
City Secretary



APPROVED AS TO FORM:


John F. Boyle, Jr.
City Attorney

FY 2017-18 PROPOSED OPERATING BUDGET
 STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
 CRIME CONTROL & PREVENTION DISTRICT

	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Proposed
BEGINNING FUND BALANCE:	1,087,443	1,740,048	1,353,032	1,353,032	0
OPERATING REVENUE:					
Sales Tax (1/2 cent)	13,196,743	13,517,360	13,923,193	13,650,000	13,650,000
Commercial Vehicle Enforcement	146,165	139,287	164,000	140,000	160,000
Interest Income	2,216	12,886	1,000	10,686	15,100
Miscellaneous	4,108	8,791	0	3,098	4,410
Total Operating Revenue	13,349,232	13,678,323	14,088,193	13,803,784	13,829,510
TRANSFERS IN:					
Transfer from General Fund	700,000	0	200,000	200,000	2,235,250
Transfer from Grant Fund	0	4,831	0		
Total Transfers In	700,000	4,831	200,000	200,000	2,235,250
TOTAL REVENUE AND TRANSFERS	14,049,232	13,683,154	14,288,193	14,003,784	16,064,760
OPERATING EXPENDITURES:					
Personnel	10,110,798	10,426,376	11,214,903	11,021,980	12,057,099
Supplies	635,178	788,010	889,747	876,733	557,429
Maintenance	118,899	115,591	133,100	118,700	173,700
Services	2,531,752	2,365,916	3,054,620	3,264,839	3,276,532
Capital Outlay	0	0	0	12,563	0
Total Operating Expenditures	13,396,627	13,695,893	15,292,370	15,294,815	16,064,760
TRANSFERS OUT:					
Transfer to Capital Equip. Acquisition Fund	0	372,479	62,000	62,000	0
Total Transfers Out	0	374,277	62,000	62,000	0
TOTAL EXPENDITURES AND TRANSFERS	13,396,627	14,070,170	15,354,370	15,356,815	16,064,760
SURPLUS / (DEFICIT)	652,605	(387,016)	(1,066,177)	(1,353,031)	0
ENDING FUND BALANCE:	1,740,048	1,353,032	286,854	0	0