

LOOK TO THE FUTURE

As our City grows, we need to continually improve the services provided to our residents and the thousands of guests who visit our great City every year. Grapevine wants to renovate, expand, and relocate some of our facilities to improve safety, usability, and efficiency and comply with modern industry standards. Passage of the bonds will not result in a tax rate increase.

- PROPOSITION A: GRAPEVINE ANIMAL SHELTER
- PROPOSITION B: FIRE STATIONS 2 AND 3
- PROPOSITION C: GOLF COURSE CLUBHOUSE



**CITY OF GRAPEVINE
ANNUAL OPERATING BUDGET
FISCAL YEAR 2018 - 2019**



McPherson Farmhouse, c. 1886



City of Grapevine Fiscal Year 2018-2019 Budget Cover Page October 1, 2018

This budget will raise more total property taxes than last year's budget by an amount of \$ 159,704, which is a 0.65 percent increase from last year's budget.

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

	2018-2019	2017-2018
Property Tax Rate:	\$0.289271/100	\$0.289271/100
Effective Tax Rate:	\$0.272565/100	\$0.270961/100
Effective Maintenance & Operations Tax Rate:	\$0.136459/100	\$0.127969/100
Rollback Tax Rate:	\$0.306032/100	\$0.292737/100
Debt Rate:	\$0.159065/100	\$0.161302/100

Total debt obligation for City of Grapevine secured by property taxes: \$13,525,404

City of Grapevine, Texas

ANNUAL OPERATING BUDGET

October 1, 2018 to September 30, 2019

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 Rogers
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

Michael Hamlin
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*

Rachel Huitt
*Director of
Human Resources*

Robert Farley
Director of Economic Development

Tessa Allberg
Chief Technology Officer

2018-2019 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

George Dalton, Tracey Dierolf, John Sheppard, Douglas Anderson, Jonathan Gaspard, Ben Johnson and D. Todd Parrish

Building Board of Appeals

Joe Lipscomb, Jerrold Sklar, Clint Hallman, Paul Coventry, Shea Kirkman, Neal Cooper, Kosse Maykus and Paul Biesiadny

Convention & Visitors Bureau Advisory Board

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

Golf Course Advisory Board

Louis Capone, Gary Davis, Tom Kormondy, Bryan Humphreys, Robert Blalock, Ronnie Hatley, Thomas Cherry, Deborah Gore and Jonathan Wall

Grapevine Heritage Foundation

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

Historic Preservation Commission

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

Housing Authority Board of Commissioners

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

Library Board

Janice Cook, Karen Smith, Susan Peabody, Janee Trasler, Debbie Venable, Gerald Shannon and Lynda Brown

Metroport Teen Court Advisory Board

Darlene Freed, Aaryn Lamb and Marjorie Lewis

Parks & Recreation Board

John Dalri, Dave Buhr, Roy Robertson, Ray Harris, Joe Luccioni, Christian Ross, Terry Musar, Annemarie Martin and Mark Assaad

Planning & Zoning Commission

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

Senior Citizens Advisory Board

Dick Guckel, Tena Burrell, Barbara Johnson, Roger Jones, 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, 2018

Honorable Mayor and Members of the City Council,

I am pleased to present you with the *FY19 City of Grapevine Adopted Budget*. This is a maintenance budget that responds to current market conditions, fosters long-term sustainability, and maintains current service levels.

The upcoming year is full of exciting new economic development activity. Perry's Steakhouse and the new Gaylord Texan hotel tower will have their first full year of activity. The Grapevine Main Station, Hotel Vin, Salt Lick, Paycom, Silverlake, TexRAIL, and Standrock are just a few of the projects that are under construction or scheduled to begin construction during the next year. Strong economic development partnerships such as these add jobs to our local economy and stimulate consumer spending. Although there will undoubtedly be an increase in the demand on City services, the General Fund budget absorbs these needs. The CVB, however, will increase its staffing level by four positions (three shuttle drivers and one sales manager) to service the increase in activity created largely by the additional hotel rooms and commuter rail.

General Fund

The General Fund increase by 1% year-over-year, and the 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.

The Proposed Budget addresses several noteworthy areas. These include:

Henry Schein Performance Incentive	\$150,000
Partial Restoration of the PCMF Transfer	375,000
Fire Overtime	380,000
CCPD Transfer	820,000
State Mandated DFW Revenue Share	500,000
Employee and Retiree Insurance	1,100,000

Compensation (Fire and General employees)	1,500,000
Total	\$4,825,000

Although these costs are significant, the General Fund balances through the application of conservative revenue assumptions and holding the tax rate constant at 0.289 per \$100 of valuation.

Although, sales tax revenues remain strong, growth is not exceeding the pace of expenditures. Since 2016, there has been a reduction in sales tax growth, but it still remains positive. An analysis of neighboring cities shows a steady decline in sales tax revenue from 8% growth to 3% growth by the end of FY17. The FY19 projection assumes a 1% growth rate above the year-end projection with a positive adjustment for projects coming online in FY19 that is supported by TXP economic studies. All factors considered, the FY19 sales tax estimate is \$28.9 million for the next year.

City-Wide Compensation

The proposed compensation increases 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 2.5% 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 2.5% market adjustment only.

Police and Fire sworn personnel will receive a 2.5% 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:

FY19	Merit	Steps	Market	Total	Cost
General Employees	2%	N/A	2.5%	4.5%	\$1,100,000
Police and Fire	N/A	3% or 5%	2.5%	5.5% or 7.5%	\$1,150,000

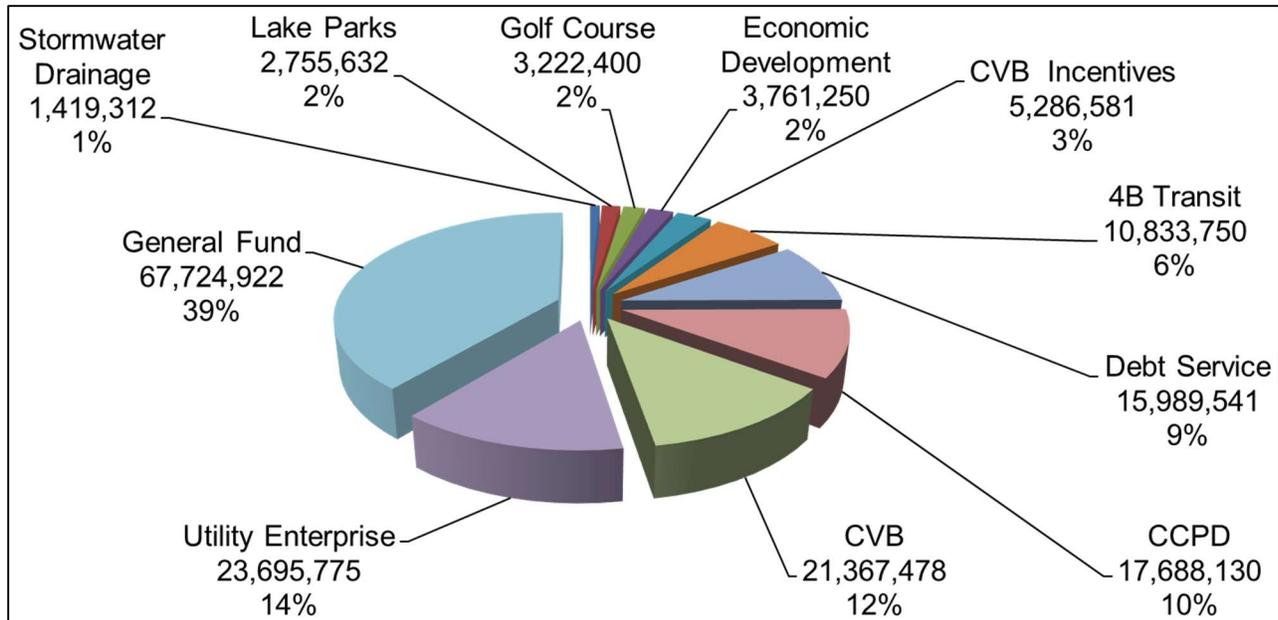
The proposed compensation plan will help keep Grapevine competitive in the market so that it can continue to hire and retain quality, dedicated employees to support its programs

while providing the highest level of customer service. A copy of the compensation recommendation, provided by Matt Weatherly, is attached.

All Funds

Overall, the City's total operating budget is \$172 million and decreases 1.5% over the FY18 Adopted Budget. The General Fund Budget represents \$67.7 million of the total or 39%.

The distribution of funds is illustrated below.

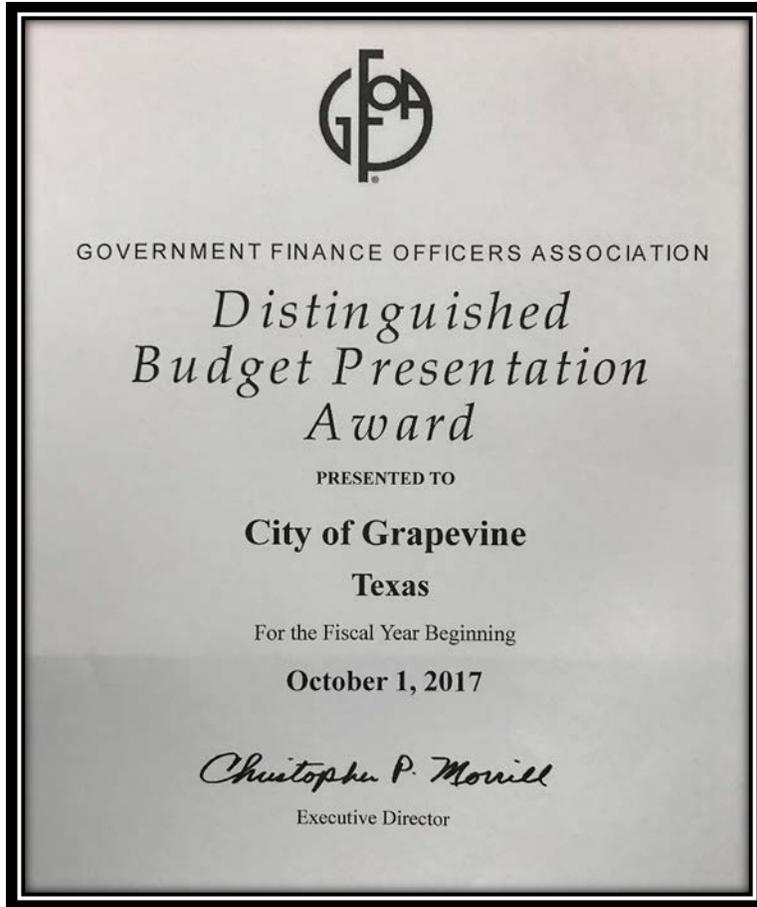


The budget was first presented in a workshop session July 23rd. A public hearing on the budget was conducted on August 21st and two public hearings on the tax rate were held on August 21st and September 4th. The budget and tax rate were formally adopted on September 18th.

Sincerely,

Greg Jordan
Chief Financial Officer

Bruno Rumbelow
City Manager



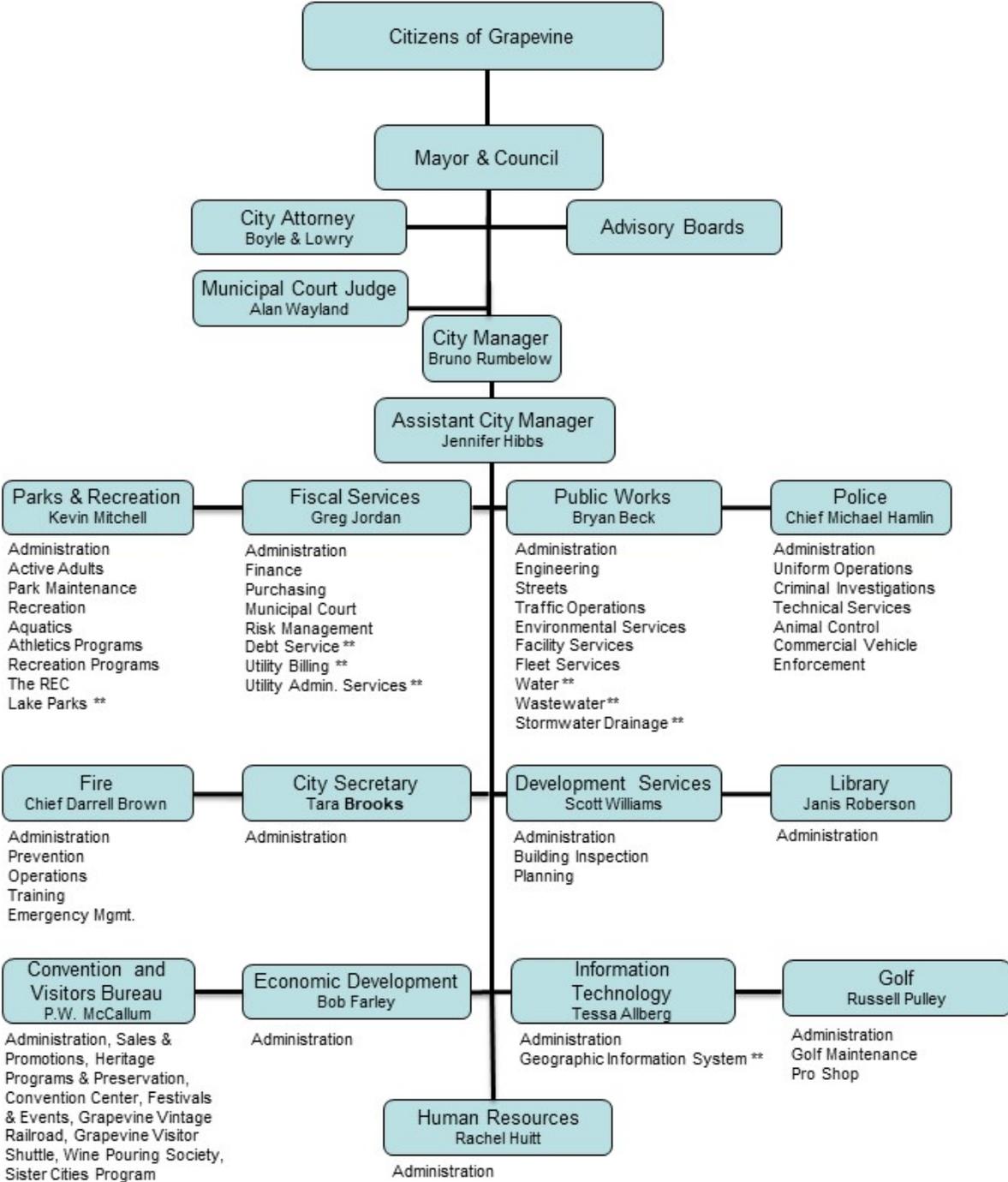
The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of Grapevine, Texas for its annual budget for the fiscal year beginning October 1, 2017.

In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as a financial plan, as an operations guide, and as a communications 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-five 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 2019 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	4B Transit
124	Economic Development
130	Debt Service
174	Capital / Street Maintenance
200	Utility Enterprise (Water/Sewer)
210	Golf Course

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, 2018 (both original budget and amended estimate), and actual totals for the fiscal years ended September 30, 2017 and September 30, 2016.

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).

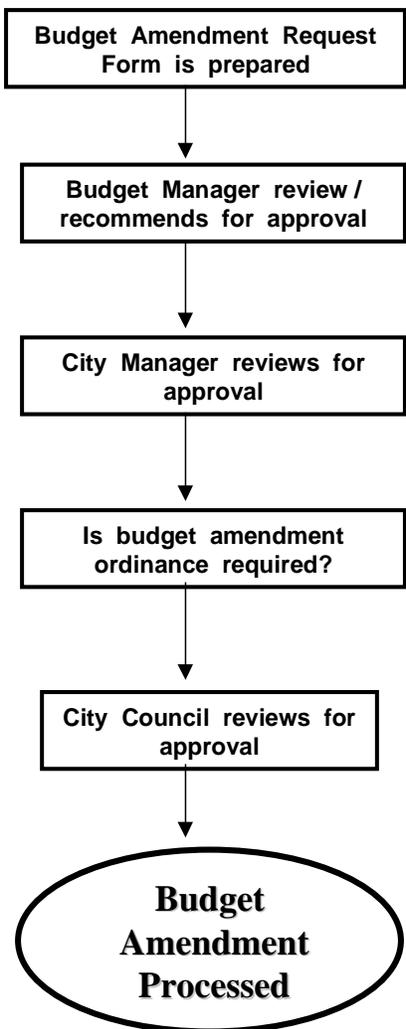
The Budget Preparation Manual, along with all necessary budget materials, is distributed at a budget kickoff meeting in April. The budget kickoff meeting is the venue to announce new procedures and ensure that City staff receives the same interpretation of the instructions.

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 2018-2019 BUDGET CALENDAR

APRIL	3	Tues	Operating Budget Kickoff
	30	Mon	Submission Deadline
MAY	1 - 31	Month	Budget Office Review
JUNE	1	Fri	Send Budget Recommendations to Departments
	4	Mon	Department Budget Reviews begin
	15	Fri	Final Budget Decisions
JULY	17	Tues	City Council Budget Preview
	20	Fri	Operating Budget Submitted to City Council
	23	Mon	Budget Workshop
	25	Wed	Receive Certified Tax Roll from Appraisal District
AUGUST	7	Tues	City Council Resolution to Accept Certified Tax Roll
	21	Tues	1 st Public Hearing on Tax Rate City Council Public Hearing on FY19 Operating Budget CCPD Board Public Hearing on FY19 CCPD Budget
SEPTEMBER	4	Tues	2 nd Public Hearing on Tax Rate
	18	Tues	City Council adoption of FY19 Operating Budget and City Council adoption of Tax Rate 4B Board adoption of FY19 4B Budget CCPD Board adoption of FY19 CCPD Budget
OCTOBER	1	Mon	Fiscal Year 2018-19 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
Employee Compensation	Annual review of Open Range and Grade/Step pay scales	Compare jobs and compensation with 18 cities in the DFW area	Maintain 50th percentile in market position
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

The budgetary impact of planning processes in FY 2019 is projected to be \$4,489,774. Employee compensation is the largest contributor, at \$2.25 million. All eligible employees (both General Government and Public Safety) will receive 2.5% market adjustments on October 1, 2018. All eligible General Government employees will receive a 2% merit adjustment upon successful passage of their annual performance evaluation. Eligible Public Safety employees will receive step increases of 3% or 5% upon successful passage of their annual performance evaluation.

The Permanent Capital & Street Maintenance program is funded via operating transfer from the General fund. This includes facilities, parks, streets, traffic signals, striping and signage maintenance. The budgetary impact for FY 2019 is \$3.28 million.

A major capital improvement project currently under construction is the \$105 million Grapevine Main Station. Located at the intersection of Main Street and Dallas Road, it will consist of a 38,000 square-foot expansive outdoor Plaza, a 42,000 square-foot, five-story Rail Station; and Hotel Vin, a six-story, 120-room boutique hotel, all supported by a 552-space Parking Garage. Train service is scheduled to begin January 5, 2019 with an annual estimated ridership of 8,000 passengers. In support of this project, the Convention & Visitors Bureau budget includes funding for three additional visitor shuttle drivers, at a cost of \$144,007.

FY 2019 BUDGET IMPACT OF PLANNING PROCESSES	General Government Funds	Special Revenue Funds	Enterprise Funds	Totals
Employee Compensation	1,210,774	855,026	184,200	2,250,000
Prior Year Budget Impact	1,174,451	829,375	178,674	
Increase / (Decrease)	36,323	25,651	5,526	
Facilities Maintenance	379,000	0	0	379,000
Prior Year Budget Impact	426,000	0	0	
Increase / (Decrease)	(47,000)	0	0	
Parks Maintenance	1,162,000	0	0	1,162,000
Prior Year Budget Impact	1,097,000	0	0	
Increase / (Decrease)	65,000	0	0	
Streets Maintenance and Overlay	1,208,000	0	0	1,208,000
Prior Year Budget Impact	1,255,000	0	0	
Increase / (Decrease)	(47,000)	0	0	
Traffic Signal, Striping & Signage	530,000	0	0	530,000
Prior Year Budget Impact	501,000	0	0	
Increase / (Decrease)	29,000	0	0	
Capital Improvement Plan	0	144,007	0	144,007
Prior Year Budget Impact	0	0	0	
Increase / (Decrease)	0	144,007	0	
TOTALS	4,489,774	999,033	184,200	5,673,007

Other planning processes, including vehicle & equipment replacements (\$2.9 million) and computer/IT replacements (\$275,000) have been deferred until calendar year 2019, at which point they could be financed by excess bond funds or a new debt issue.

CITY OF GRAPEVINE, TEXAS
 FY 2018-19 APPROVED OPERATING BUDGET
 SUMMARY OF ALL FUNDS

- Budget At-A-Glance -

REVENUE AND OTHER FINANCING SOURCES:	2015-16 Actual	2016-17 Actual	2017-18 Budget	2018-19 Approved
Taxes	97,516,058	94,642,608	96,092,728	99,592,361
Licenses, Fees & Permits	10,564,077	8,512,652	12,496,462	8,910,022
Fines and Forfeitures	1,918,562	1,910,965	2,016,815	1,950,452
Charges for Services	42,331,527	48,842,322	47,188,356	47,518,199
Federal /State /Local Funds & Grants	92,507	103,121	97,189	217,690
Interest Income	454,888	837,330	682,850	688,900
Transfers In	16,379,717	11,822,801	15,489,501	17,095,518
Miscellaneous	7,567,563	4,846,453	1,799,602	2,022,592
TOTAL	176,824,899	171,518,252	175,863,503	177,995,734

EXPENDITURES AND OTHER FINANCING USES:	2015-16 Actual	2016-17 Actual	2017-18 Budget	2018-19 Approved
Personnel	50,390,431	52,723,235	55,982,596	59,370,150
Supplies	5,948,867	5,784,848	5,996,917	6,322,376
Maintenance	2,048,832	3,182,397	2,718,135	3,136,905
Services	41,887,450	39,902,685	47,665,257	44,366,267
Insurance	11,491,277	15,109,232	12,576,663	14,926,785
Debt Service	20,781,903	20,340,756	16,135,675	17,553,785
Transfers Out	22,710,547	33,417,995	24,009,553	16,513,713
Permanent Capital/ Street Maint.	4,160,650	4,254,852	4,279,000	4,279,000
Interlocal / Inter-Agency	9,550,381	9,077,750	9,852,350	10,389,140
Capital Outlay	1,141,777	569,072	1,241,000	1,054,870
TOTAL	170,112,115	184,362,822	180,457,146	177,912,991

CITY OF GRAPEVINE, TEXAS
 FY 2018-19 APPROVED OPERATING BUDGET
 SUMMARY OF ALL FUNDS

- Budget At-A-Glance -

EXPENDITURES BY FUND:	2015-16 Actual	2016-17 Actual	2017-18 Budget	2018-19 Approved
General	66,307,602	68,771,115	67,091,044	67,724,922
Convention & Visitors Bureau	18,299,208	19,559,626	20,913,347	22,256,698
Convention & Visitors Bureau Incentives	2,452,482	3,242,414	4,738,706	5,286,581
Stormwater Drainage	1,171,487	1,143,420	1,339,644	1,419,312
Crime Control & Prevention	14,070,170	15,374,215	16,064,760	17,688,130
Lake Parks	1,587,118	2,196,090	2,500,000	2,755,632
4B Transit	15,078,664	9,883,612	13,650,000	10,833,750
Economic Development	3,792,267	19,545,762	3,703,065	3,761,250
Debt Service	17,528,689	17,843,122	14,630,631	15,989,541
Utility Enterprise	22,674,466	24,591,643	29,525,991	23,695,775
Golf Course	3,495,353	2,908,574	3,020,958	3,222,400
Permanent Capital & Street Maintenance	3,654,611	4,254,852	3,279,000	3,279,000
TOTAL	170,112,115	189,314,445	180,457,146	177,912,991

PERSONNEL BY FUND:	2015-16 Actual	2016-17 Actual	2017-18 Budget	2018-19 Approved ⁽¹⁾
General	318.00	323.00	324.00	321.00
Convention & Visitors Bureau	64.00	64.00	65.00	69.00
Stormwater Drainage	8.00	8.00	8.00	8.00
Crime Control & Prevention	120.00	131.00	131.00	131.00
Lake Parks	2.50	3.50	3.50	4.50
Economic Development Fund	3.50	3.50	3.50	3.50
Utility Enterprise	51.00	51.00	51.00	51.00
Golf Course	19.00	19.00	19.00	19.00
Grapevine Housing Authority	1.00	1.00	1.00	1.00 ⁽⁴⁾
TOTAL	587.00	604.00	606.00	608.00

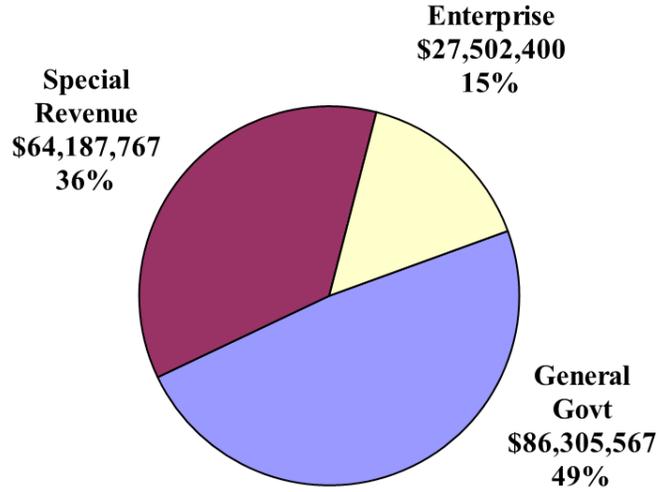
⁽¹⁾ In full-time equivalents

⁽²⁾ The Grapevine Housing Authority receives a subsidy from HUD for management and operations.

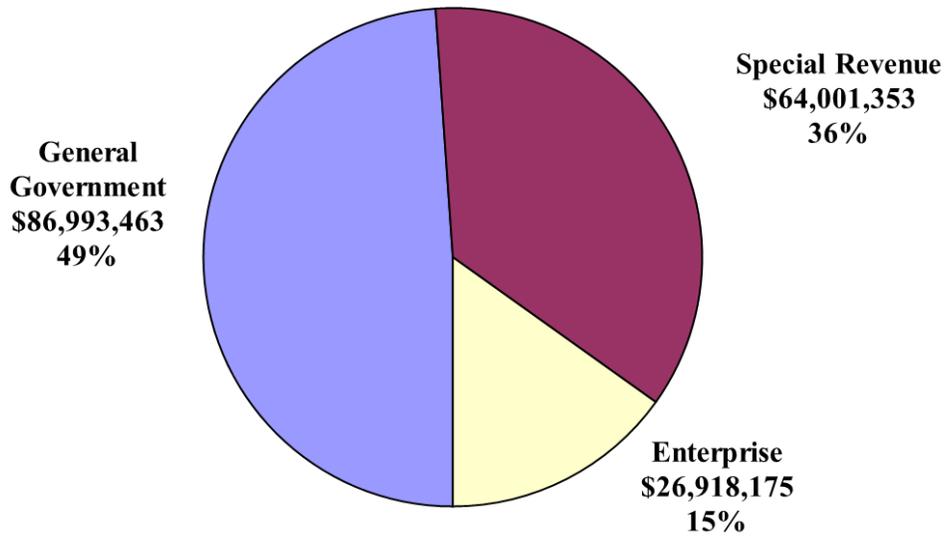
CITY OF GRAPEVINE, TEXAS
 FY 2018-19 APPROVED OPERATING BUDGET
 SUMMARY TABLE OF ALL FUNDS

	General Government Funds	Special Revenue Funds	Enterprise Funds	Total All Funds
REVENUES AND OTHER FINANCING SOURCES:				
Property Taxes	24,098,276			24,098,276
Sales & Use Taxes	30,690,000	25,278,750		55,968,750
Occupancy Taxes		19,525,335		19,525,335
Licenses, Fees & Permits	8,910,022			8,910,022
Fines and Forfeitures	1,800,452	150,000		1,950,452
Charges for Services	9,189,699	11,414,500	26,914,000	47,518,199
Interlocal / Inter-Agency	217,690			217,690
Interest Income	275,000	292,500	121,400	688,900
Transfers In	9,983,028	7,112,490		17,095,518
Miscellaneous	1,141,400	414,192	467,000	2,022,592
Total Revenues	86,305,567	64,187,767	27,502,400	177,995,734
EXPENDITURES AND OTHER FINANCING USES:				
Personnel	33,534,842	20,710,614	5,124,694	59,370,150
Supplies	3,311,114	1,758,379	1,252,883	6,322,376
Maintenance	1,251,755	1,356,750	528,400	3,136,905
Services	11,598,115	19,291,735	13,476,417	44,366,267
Insurance	8,860,466	4,662,152	1,404,167	14,926,785
Debt Service	15,989,541		1,564,244	17,553,785
Transfers Out	9,076,630	5,506,583	1,930,500	16,513,713
Interlocal / Inter-Agency		10,389,140		10,389,140
Permanent Capital / Street Maint.	3,279,000		1,000,000	4,279,000
Capital Outlay	92,000	326,000	636,870	1,054,870
Total Expenditures	86,993,463	64,001,353	26,918,175	177,912,991

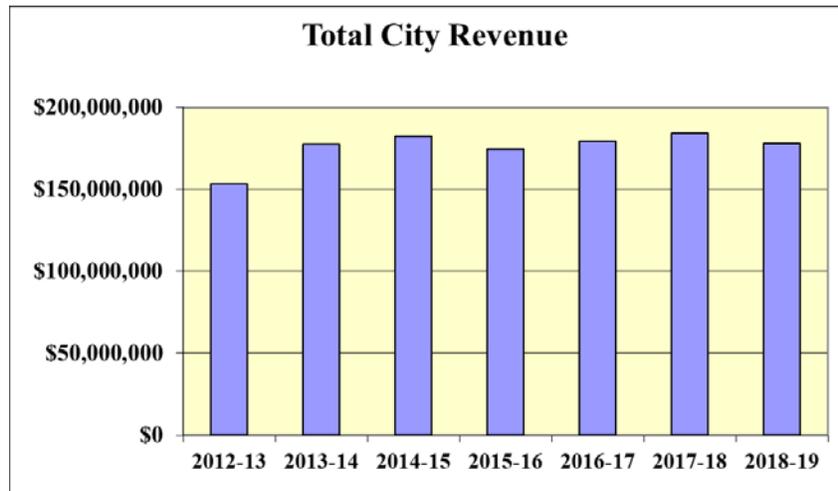
REVENUE FUNDING SOURCES
"Where The Money Comes From"



EXPENDITURE FUNDING USES
"Where the Money Goes"



Revenue and Other Financing Sources



Total City revenue (all funding sources) is budgeted at \$177.9 million, an increase of \$2.1 million (1.2%) from the previous year. General Government revenue is projected to increase by \$1.6 million over the prior year as both sales tax and mixed beverage tax collections are projected to increase. Ad Valorem tax collections in the Debt Service fund increase 7.3% (\$875,000) from the

prior year. Special Revenue fund segments are projecting revenue increases of \$1.1 million (1.8%) due to projected increases in hotel occupancy tax collections. Enterprise fund revenue is projected to decrease by \$600,000 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 \$99 million (56%) and represent an increase of \$3.5 million from the prior year. Sales & Use taxes, the largest component, are budgeted at \$55.9 million, of which \$30.7 million is in the General Government sector and \$25.2 million is in the Special Revenue sector.

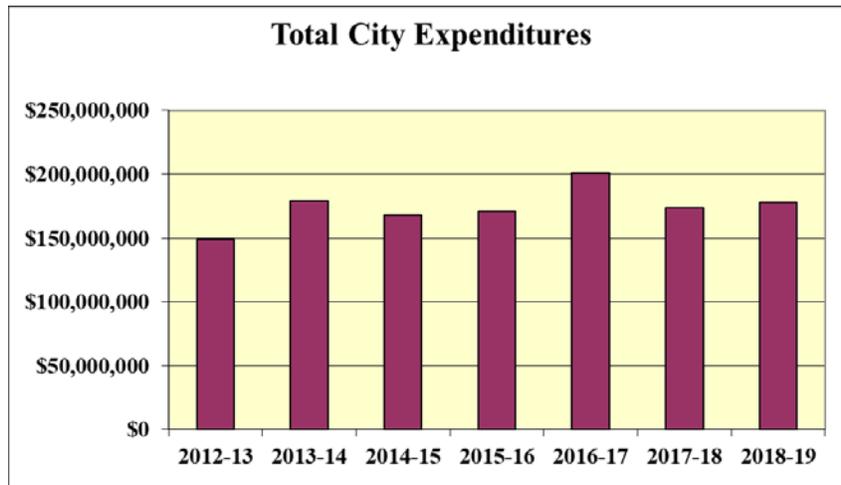
Charges for Services are the second largest revenue stream at \$47.5 million (26%) and represent an increase of \$330,000 from the previous year. General Government charges are projected at \$9.19 million. Special Revenue charges are projected at \$11.4 million and Enterprise Fund charges are projected at \$26.9 million.

Transfers In are the fifth largest revenue stream at \$17 million (9.6%) and represent an increase of \$1.6 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 2019 adopted budget for all funds totals \$177.9 million dollars, and represents decrease of \$2.5 million (-1.4%) from the prior year budget. Estimated expenditures for the current year (FY18) total \$174.8 million and represent a decrease of \$14 million (-7.6%) from FY17 as \$15 million was transferred from the 4B Economic Development fund to the Capital Projects CIP fund to support the commuter rail station project.



Personnel costs are the largest expenditure category, totaling \$59 million (33%), and represent an increase of \$3 million from the previous budget year. Estimated expenditures for FY18 total \$52.8 million and represent an increase of \$2 million from FY17. Effective October 1, a 2.5 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.

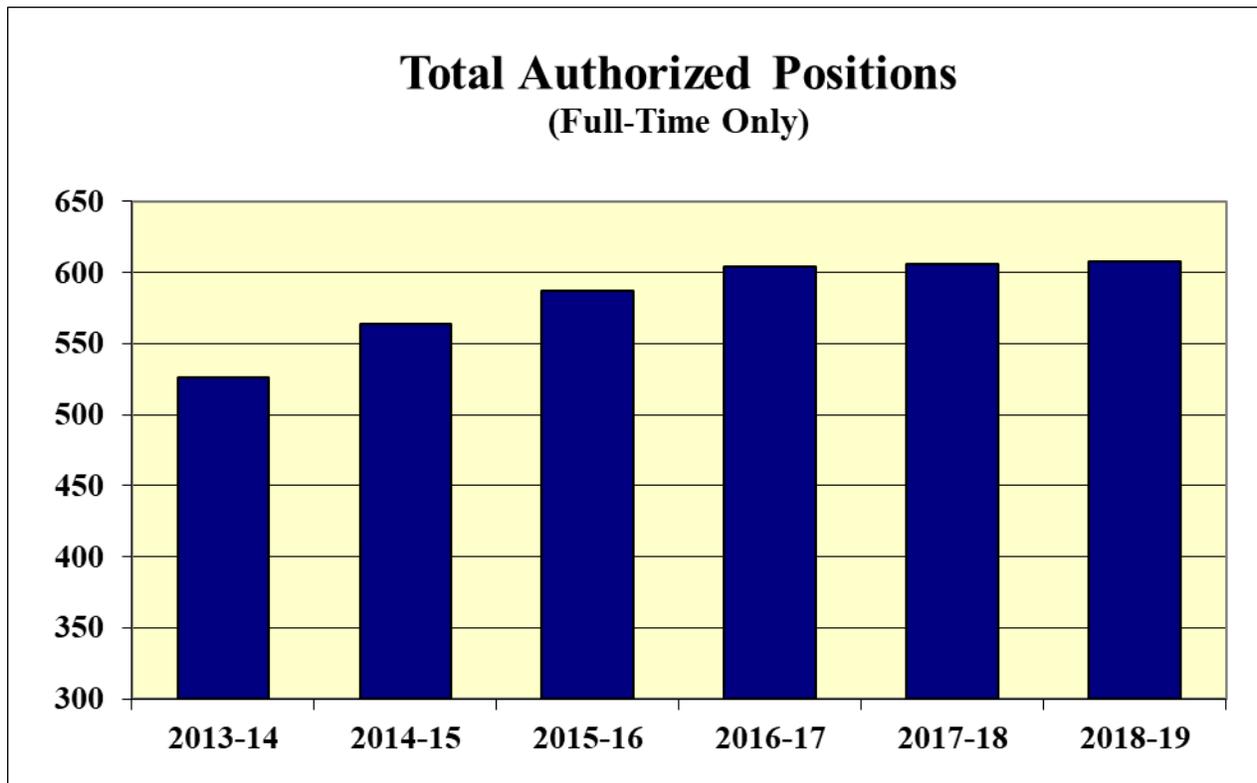
Services are the second largest expenditure category, totaling \$44.3 million (25%), which is a decrease of \$13 million from the previous budget year. The primary contributors are increased utility costs and professional service fees rate related to the reopening and operation of the expanded community activities center. An additional contributor is increased purchase costs imposed by the Trinity River Authority (TRA) for treated water in Enterprise funds.

Debt Service is the third largest expenditure category, totaling \$17.5 million, which is 9.8% of total expenditures. Budgeted expenditures for FY19 increase by \$1.4 million as a result of a restructure and refinancing of existing debt in 2018.

Operating Transfers Out represent the fourth largest expenditure category, totaling \$16.5 million, and represents a decrease of \$7.5 million from the previous budget year. The decrease is due in large part to a one-time transfer of \$5 million from the Utility Enterprise fund to the Water & Sewer CIP fund in FY18.

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

Total Authorized Positions



Total authorized positions, (full-time only) total 608 citywide for FY19. This represents a net increase of 2.0 as the addition of 4.0 positions in the Convention & Visitors Bureau fund and the addition of one position in the Lake Parks Special Revenue fund are offset by the reduction of 3.0 position in the General fund.

The new positions include three additional drivers for the Visitor Shuttle system and an additional sales manager, all in the Convention & Visitors Bureau fund; and an environmental coordinator in the Lake Parks Special Revenue fund.

The additional shuttle drivers are needed as a direct impact of the Grapevine Main capital project in support of TEXRail. TEXRail is a new 27-mile commuter rail project that will extend from downtown Fort Worth through Grapevine and Colleyville and into Terminal B at the Dallas/Fort Worth International Airport.

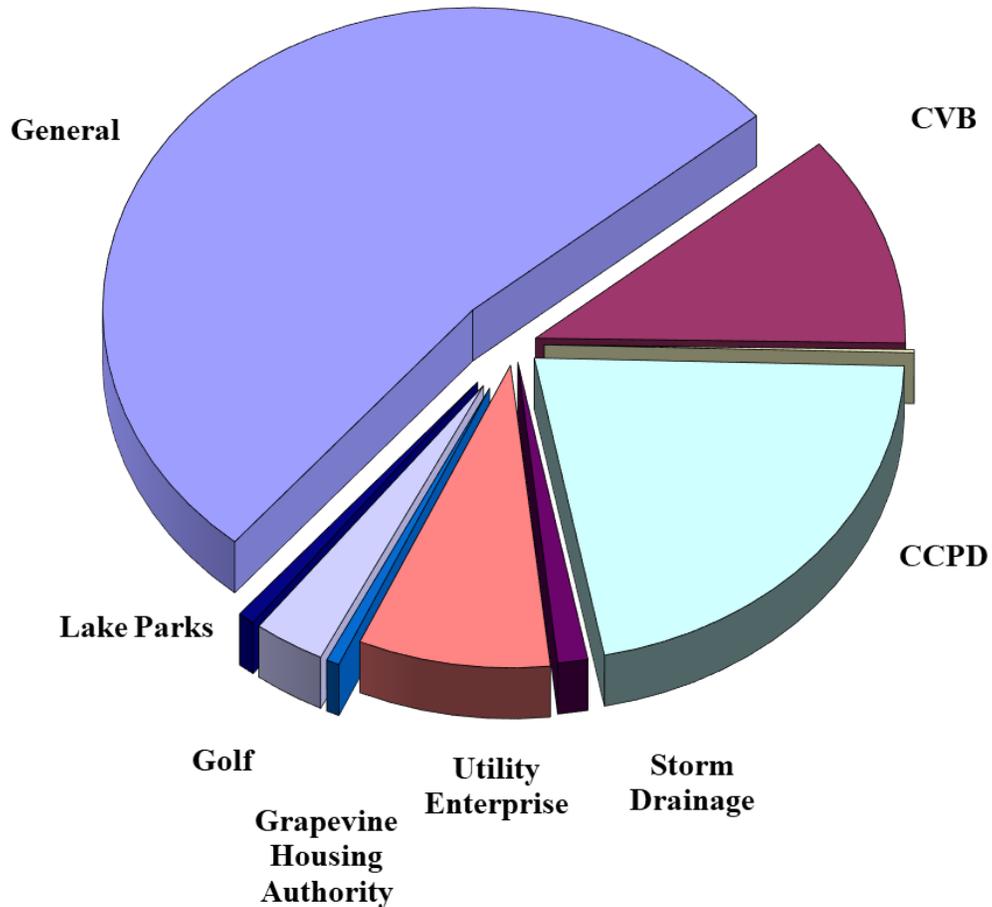
The city has plans to expand the Grapevine Visitors Shuttle service, operated by the Grapevine Convention and Visitors Bureau. The shuttle takes guests to key destinations, such as Grapevine Mills and the Gaylord Texan Resort. More shuttles will be added, and the length of the shuttle operations will extend.

More destinations may be added depending on the demand from the TEXRail trains. The City plans to use the Main Street station as a tool for developing the surrounding area. Once complete, the Grapevine Main project will include a boutique hotel, a parking garage with 550 total spaces, a grand central station attraction with an observation tower and a community plaza.

Total Authorized Positions

Citywide by Fund

FY 2018-19 Approved Budget



General Fund	321.00
Convention & Visitors Fund	69.00
Crime Control & Prevention Fund	131.00
Stormwater Drainage Fund	8.00
Utility Enterprise Fund	51.00
Golf Fund	19.00
Lake Parks Fund	4.50
Economic Development	3.50
Grapevine Housing Authority	1.00

TOTAL CITYWIDE AUTHORIZED FULL-TIME POSITIONS: 608

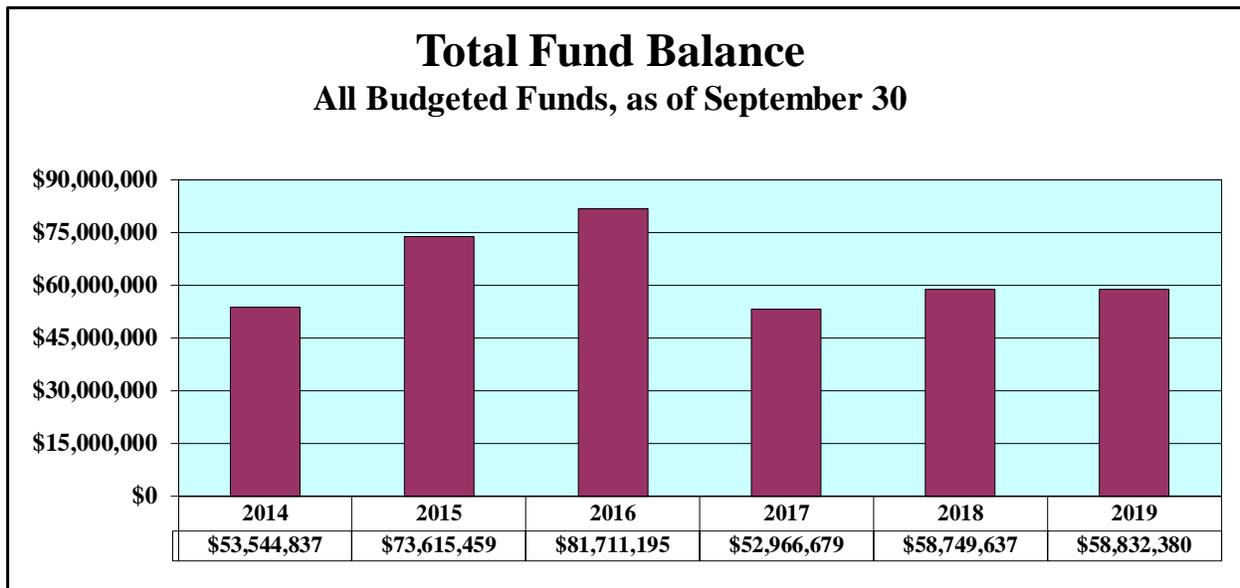
Fund Balances

The total citywide balance of all budgeted funds on October 1 is estimated at \$58.7 million, an increase of \$5.8 million (10.9%) from the previous year's total of \$52.9 million. Increases in the fund balances for the General (\$1.6 million), Convention & Visitors (\$3 million), and Economic Development (\$1 million) funds were offset by decreases in the fund balances of the Utility Enterprise (-\$1 million), Debt Service (-\$920,000), and Crime Control & Prevention (-\$111,000) funds.

The General fund increased its fund balance by \$1,624,407 due in large part to increases in both Ad Valorem and sales and use tax collections. The Convention and Visitors Bureau fund increased its fund balance by \$3,073,079 due in large part to increased occupancy tax receipts and interest income. The Debt Service fund decreased its fund balance by \$924,313 due to a bond refunding in FY18. The Utility Enterprise fund decreased its fund balance by \$1,025,809 as an unusually wet year resulted in lower water and wastewater sales. The Crime Control and Prevention District fund decreased its fund balance by \$111,525 as sales tax growth was slower than initial projections.

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. Revenue in the Lake Parks fund increased \$235,000 in FY18 from the previous year

The total citywide ending fund balance projected at FY19 year-end is \$58.8 million, an increase of \$82,743. Increases in the balances of the Convention & Visitors, Stormwater Drainage, Utility Enterprise and Lake Parks funds are projected to be offset by the drawdown of fund balances in the Debt Service and Permanent Capital / Street Maintenance funds.



Note: The totals for years 2014 through 2017 are actual (audited); the total for 2018 is estimated; and the total for year 2019 is projected.

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

Fund	Actual Beginning Fund Balance 10/1/2017	Estimated Revenues and other Financing Sources 2017-18	Estimated Expenditures and other Financing Uses 2017-18	Estimated Ending Fund Balance 9/30/2018
General	\$9,944,572	\$68,554,997	\$66,930,590	\$11,568,980
Debt Service	\$10,922,696	\$14,595,352	\$15,519,665	\$9,998,383
Convention & Visitors	\$12,453,644	\$23,994,476	\$20,921,397	\$15,526,723
CVB Incentives	\$10,782,562	\$4,585,286	\$4,729,229	\$10,638,618
Stormwater Drainage	\$1,552,470	\$1,464,097	\$1,324,489	\$1,692,077
Crime Control & Prevention	(\$428,842)	\$16,104,565	\$16,216,090	(\$540,367)
4B Transit	\$357	\$9,823,806	\$8,203,502	\$1,620,661
Economic Development	\$3,521,453	\$4,435,834	\$3,367,380	\$4,589,907
Utility Enterprise	\$8,883,992	\$28,455,030	\$29,480,839	\$7,858,183
Golf	(\$2,983,810)	\$3,105,435	\$2,770,608	(\$2,648,983)
Lake Parks	(\$2,519,092)	\$2,537,283	\$2,495,000	(\$2,476,809)
Capital / Street Maintenance	\$836,677	\$3,212,129	\$3,126,542	\$922,264
TOTAL	\$52,966,679	\$180,868,290	\$175,085,331	\$58,749,637

**PROJECTED FUND BALANCES
FISCAL YEAR 2018-19**

Fund	Estimated Beginning Fund Balance 10/1/2018	Budgeted Revenues and other Financing Sources 2018-19	Budgeted Expenditures and other Financing Uses 2018-19	Projected Ending Fund Balance 9/30/2019
General	\$11,568,980	\$67,724,922	\$67,724,922	\$11,568,980
Debt Service	\$9,998,383	\$15,536,645	\$15,989,541	\$9,545,487
Convention & Visitors	\$15,526,723	\$22,291,056	\$22,256,698	\$15,561,081
CVB Incentives	\$10,638,618	\$5,286,581	\$5,286,581	\$10,638,618
Stormwater Drainage	\$1,692,077	\$1,444,000	\$1,419,312	\$1,716,765
Crime Control & Prevention	(\$540,367)	\$17,688,130	\$17,688,130	(\$540,367)
4B Transit	\$1,620,661	\$10,843,750	\$10,833,750	\$1,630,661
Economic Development	\$4,589,907	\$3,761,250	\$3,761,250	\$4,589,907
Utility Enterprise	\$7,858,183	\$24,280,000	\$23,695,775	\$8,442,408
Golf	(\$2,648,983)	\$3,222,400	\$3,222,400	(\$2,648,983)
Lake Parks	(\$2,476,809)	\$2,873,000	\$2,755,632	(\$2,359,441)
Capital / Street Maintenance	\$922,264	\$3,044,000	\$3,279,000	\$687,264
TOTAL	\$58,749,637	\$177,995,734	\$177,912,991	\$58,832,380

Short-term initiatives for the upcoming year

They FY 2018-19 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 eighth 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 2019 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 \$14.9 million for FY19, which represents an increase of 18% 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. In a change from previous years, health insurance costs are now allocated across the respective funds, rather than budgeted solely via the General fund.

The FY19 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 FY19 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 \$44 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 are 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. Since its inception, the additional tax has generated \$9.9 million, and is projected to generate \$2.7 million in FY19.

After 13 years of discussion, 29 months of construction and almost as many months of testing, TEXRail is nearly ready for passengers. All nine TEXRail stations across northeast Tarrant County will begin operations Jan. 5, including the Grapevine station at Dallas Road and Main Street. TEXRail is a new 27-mile commuter rail project that will extend from downtown Fort Worth through Grapevine and into Terminal B at the Dallas/Fort Worth International Airport.

The city also has plans to expand the Grapevine Visitors Shuttle service, operated by the Grapevine Convention and Visitors Bureau. Included in the FY19 budget is three additional shuttle drivers. The shuttle takes guests to key destinations, such as Grapevine Mills and the Gaylord Texan Resort. More shuttles will be added, and the length of the shuttle operations will be extended. said. More destinations may be added depending on the demand from the TEXRail trains. Eight thousand riders a day are predicted to use the service in its first year, and by 2035 that number is expected to increase to nearly 14,000 daily

Grapevine's TEXRail station is at the corner of Dallas Road and Main Street. Rumbelow said there are two other stations in the Grapevine city limits, but those will be operated by DFW Airport. The city is also building a parking garage that will be available on a limited basis when the rail service debuts in January as construction continues.

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 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.

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.

In June 2018 the Grapevine City Council and Paycom are announced that Paycom Software, Inc., (“Paycom”) an award-winning U.S.-based human capital management technology provider, will be relocating its Texas operations center to Grapevine, Texas. Oklahoma City-based Paycom will occupy approximately 14 acres of the City of Grapevine property and will be located across from Kubota’s North American Headquarters.

Paycom plans to begin with a new, single building and currently expects to expand to several hundred employees before eventually expanding their physical footprint to accommodate approximately 1,000 well-paying positions. Paycom felt that Grapevine would be an ideal location to continue their growth in Texas and consolidate some of their current smaller operations.

The FY19 budget includes funding for additional economic development deals.

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

The FY19 ending fund balance is projected at \$11,568,980 and meets the policy requirement of 20% of expenditures.

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. In April 2018 the City authorized the issuance of and sale of Sales Tax Revenue Refunding Bonds, Series 2018 to refund the 2014 issue. The refund is estimated to reduce the interest rate from 5.52% to 4.20% and is estimated to save the City approximately \$2,476,583. This action will not extend the term of the bonds, which will be fully retired in 2034.

Outstanding Revenue Bond Issues	Original Issue Amount	Date Issued	Use of Proceeds
Sales Tax Revenue Bonds Series 2018	\$16,930,000	04/15/18	Refunding

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. In April 2018 the City issued \$32,310,000 in Combination Tax and Revenue Certificates of Obligation for the purpose of developing the Grapevine Main Station and parking facility.

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
Comb Tax & Rev CO Series 2018	\$32,310,000	04/15/18	Commuter Rail Station

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 \$200,797,867, (not including TIF) with a principal balance of \$151.9 million. Repayment of this debt is scheduled over a twenty (20) year period and is payable from a general property tax levy.

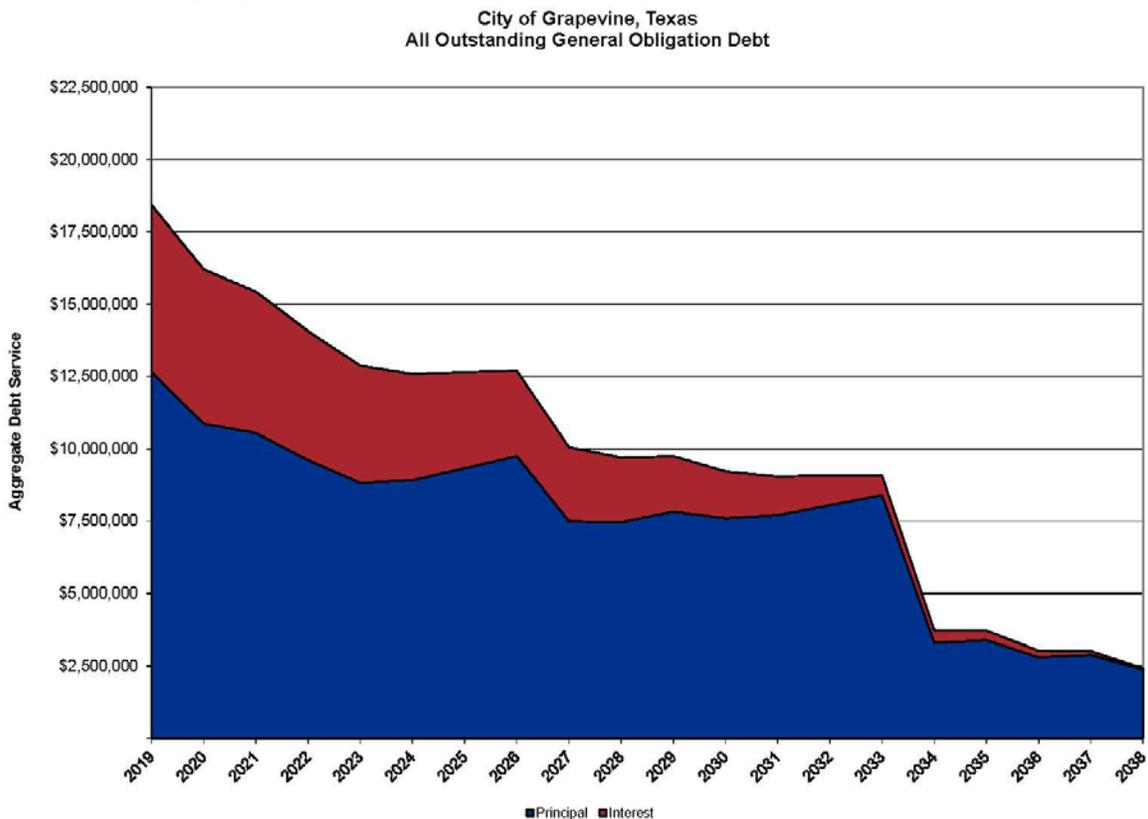
Debt Instrument	Outstanding Principal	Interest Due	Total Debt	Percentage of Total
General Obligation Bonds	\$71,810,000	\$22,053,544	\$93,863,544	46.75%
Certificates of Obligation	\$47,293,143	\$18,972,968	\$66,266,111	33.00%
Tax Notes and Notes Payable	\$4,200,000	\$290,888	\$4,490,888	2.24%
Sales Tax Revenue Bonds	\$16,930,000	\$5,448,947	\$22,378,947	11.15%
Waterworks & Sewer Revenue	\$10,965,000	\$2,833,378	\$13,798,378	6.87%
Total	\$151,198,143	\$49,599,725	\$200,797,868	100.00%

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.

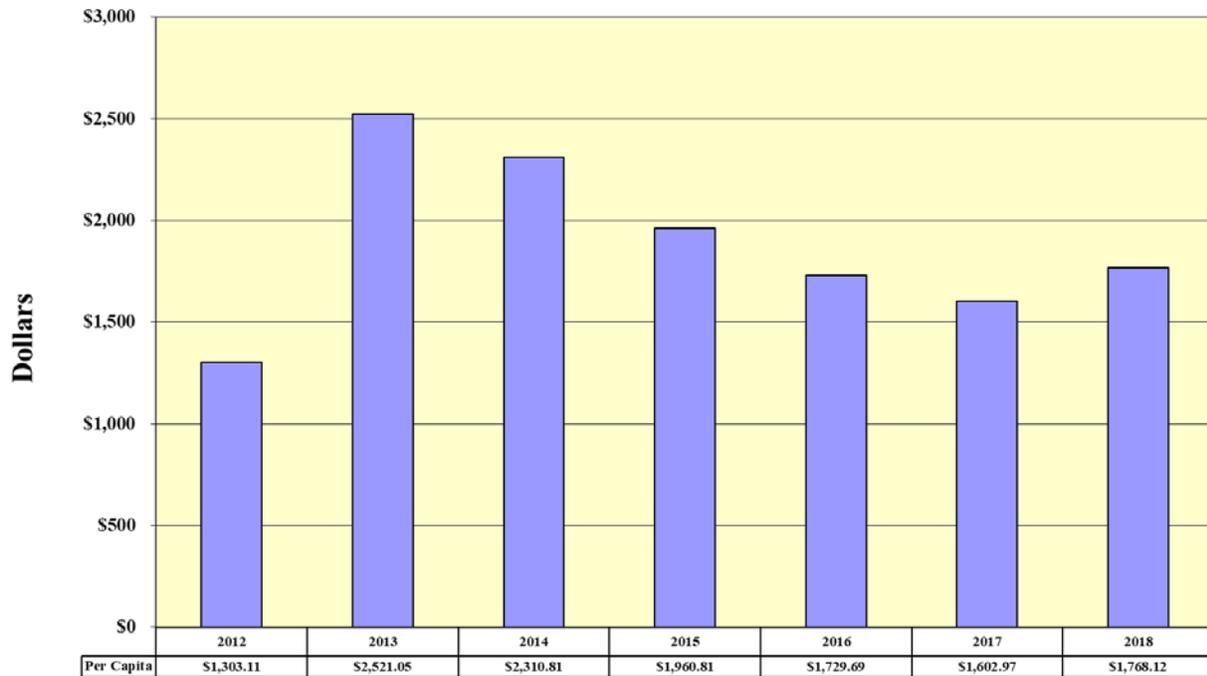
S&P Global Ratings has assigned its ‘**AA+**’ long term rating for Grapevine’s GO debt. The rating reflects favorably on the City’s:

- 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 \$1,768.12 (based on an estimated population of 52,4902) and represents an increase of \$165.15 (10.3%) from the previous year's calculation of \$1,602.97. A table of previous years' net direct debt per capita is shown below.

Net Direct Debt Per Capita
General Obligation Debt payable from Ad Valorem Taxes



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

Year	Net Direct Debt	Population
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	\$97,648,222	49,800
2016	\$86,254,210	49,867
2017	\$82,809,565	51,660
2018	\$92,808,409	52,490

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 FY18 ratio of net direct debt as a percentage of assessed value is 1.06%.

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	\$97,648,222	\$6,303,722,379	1.55%
2016	\$86,254,210	\$7,274,810,676	1.18%
2017	\$82,809,564	\$8,037,334,886	1.03%
2018	\$92,808,409	\$8,730,311,903	1.06%

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.

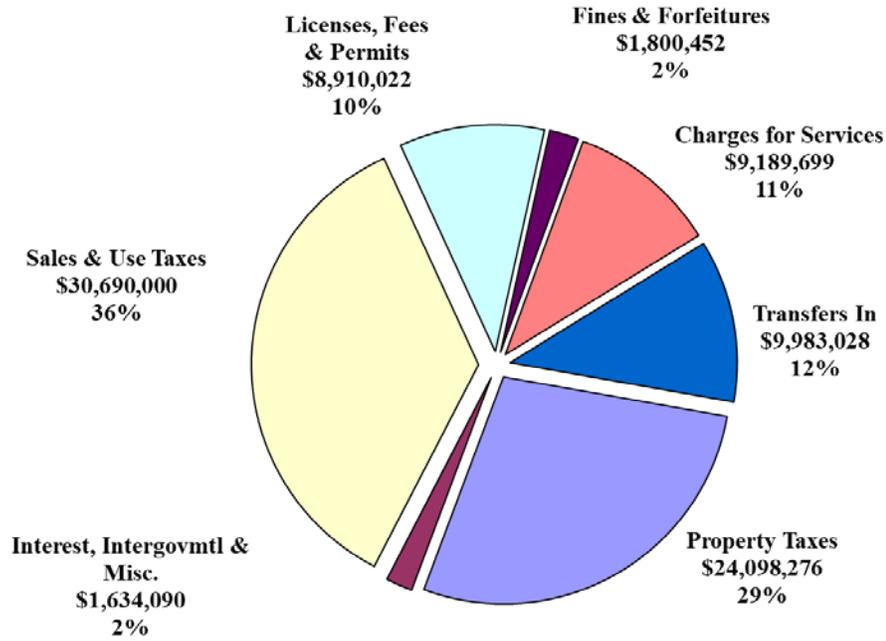
Net General Debt Service as Percentage of General Fund Expenditures	FY16 Actual	FY17 Actual	FY18 Estimate	FY19 Approved
General Debt Service	17,528,689	17,843,122	15,519,665	15,989,541
Less: Transfer Funding	(2,677,080)	(4,087,250)	(3,097,099)	(2,454,135)
Net General Debt Service	14,851,609	13,755,872	12,422,566	13,535,406
General Fund Expenditures	67,064,962	68,771,115	66,930,590	67,724,922
Percentage of General Fund Expenditures	22%	20%	19%	20%

CITY OF GRAPEVINE, TEXAS
 FY 2018-19 APPROVED OPERATING BUDGET
 SUMMARY TABLE OF ALL FUNDS

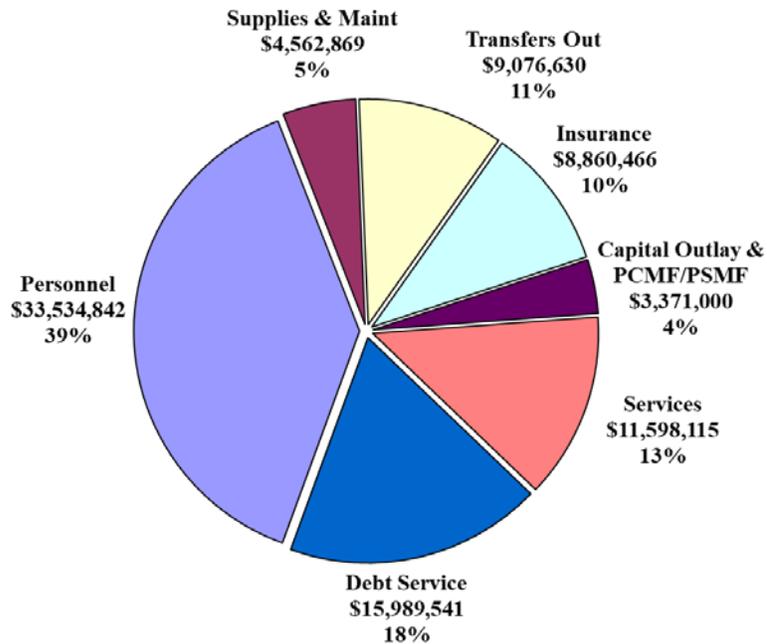
-- GENERAL GOVERNMENT FUNDS --

	General Fund	Debt Service Fund	Capital / Street Maintenance Fund	Total All Funds
REVENUES AND OTHER FINANCING SOURCES:				
Property Taxes	11,165,766	12,932,510		24,098,276
Sales & Use Taxes	30,690,000			30,690,000
Licenses, Fees & Permits	8,910,022			8,910,022
Fines and Forfeitures	1,800,452			1,800,452
Charges for Services	9,189,699			9,189,699
Intergovernmental / Inter-Agency	217,690			217,690
Interest Income	101,000	150,000	24,000	275,000
Transfers In	4,508,893	2,454,135	3,020,000	9,983,028
Miscellaneous	1,141,400			1,141,400
Total Revenues	67,724,922	15,536,645	3,044,000	86,305,567
EXPENDITURES AND OTHER FINANCING USES:				
Personnel	33,534,842			33,534,842
Supplies	3,311,114			3,311,114
Maintenance	1,251,755			1,251,755
Services	11,598,115			11,598,115
Insurance	8,860,466			8,860,466
Debt Service		15,989,541		15,989,541
Transfers Out	9,076,630			9,076,630
Permanent Capital / Street Maint.			3,279,000	3,279,000
Capital Outlay	92,000			92,000
Total Expenditures	67,724,922	15,989,541	3,279,000	86,993,463
NET CHANGE IN FUND BALANCE	-	(452,896)	(235,000)	(687,896)
BEGINNING FUND BALANCE	11,568,980	9,998,383	922,264	22,489,627
ENDING FUND BALANCE	11,568,980	9,545,487	687,264	21,801,731

REVENUE FUNDING SOURCES
"Where The Money Comes From"



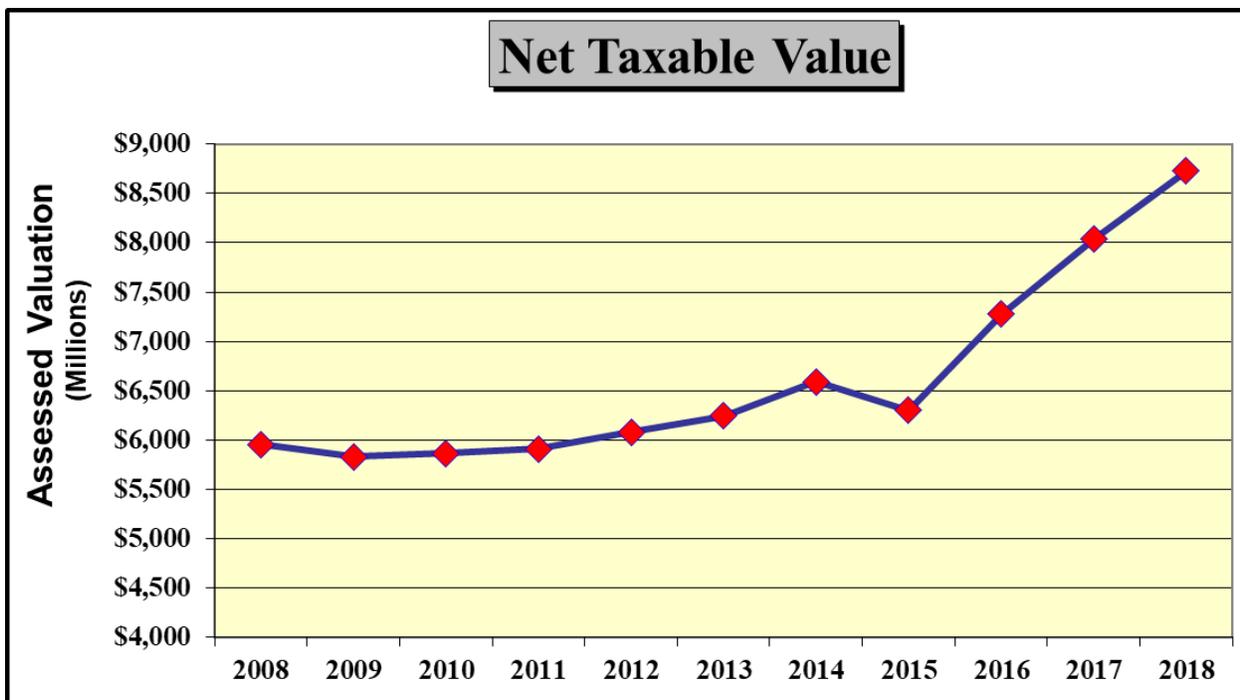
EXPENDITURE FUNDING USES
"Where the Money Goes"



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.

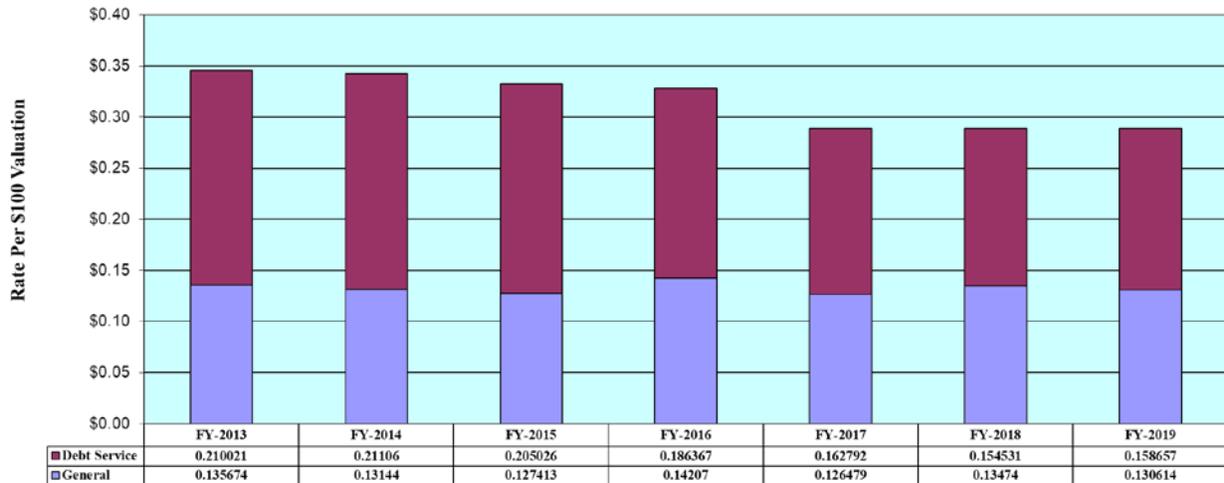
Ad Valorem Taxes, or property taxes, are levied each October 1 on the assessed value listed as of the prior January 1 for all real and personal property located within the City. Assessed values represent the appraised value less applicable exemptions authorized by the City Council. Appraised values are 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 \$8,730,311,903 and is reflective of all taxable property in the City as of January 1, 2018. This represents an increase of \$693 million, or (8.6%) from the 2017 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 \$0.130614 for the General Fund, meaning 45.2% percent of tax collections fund maintenance and operations. In comparison, last year's M&O rate of \$0.13474 represented 46.6% of tax collections. The total tax levy for FY19 is budgeted at \$24 million. Ad Valorem taxes represent 28% of General Government revenues.

Ad Valorem Tax Rates



Ad Valorem tax collections totaled \$22.6 million in FY18, an increase of 10.8% from the previous year. Actual collections exceeded the budgeted estimate by \$783,000.

AD VALOREM TAXES	<u>FY-2013</u>	<u>FY-2014</u>	<u>FY-2015</u>	<u>FY-2016</u>	<u>FY-2017</u>	<u>FY-2018</u>
Collections	\$19,881,840	\$20,233,954	\$20,399,415	\$20,957,809	\$20,428,353	\$22,634,019
Gain / (Loss)	\$178,745	\$352,114	\$165,461	\$558,394	(\$529,456)	\$2,205,666
% Change	0.9%	1.8%	0.8%	2.7%	-2.5%	10.8%

Sales & Use Taxes are the largest General Government revenue stream, at 36%. 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 45% of total general fund revenues, up from 43% the previous year.

SALES TAX	<u>FY-2013</u>	<u>FY-2014</u>	<u>FY-2015</u>	<u>FY-2016</u>	<u>FY-2017</u>	<u>FY-2018</u>
Collections	\$24,596,040	\$26,203,141	\$27,306,949	\$28,314,649	\$26,980,350	\$28,153,606
Gain / (Loss)	\$846,037	\$1,607,101	\$1,103,808	\$1,007,700	(\$1,334,299)	\$1,173,256
% Change	4%	7%	4%	4%	-5%	4%

General government sales tax receipts for FY 2019 are projected at \$28.9 million, an increase of \$1.59 million (5.8%) from the previous year. Annual collections in FY18 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-2013</u>	<u>FY-2014</u>	<u>FY-2015</u>	<u>FY-2016</u>	<u>FY-2017</u>	<u>FY-2018</u>
Collections	\$1,158,625	\$1,566,664	\$1,647,776	\$1,710,043	\$1,733,258	\$1,792,674
Gain / (Loss)	\$107,361	\$408,039	\$81,112	\$62,267	\$23,216	\$59,416
% Change	10.2%	35.2%	5.2%	3.8%	1.4%	3.4%

Mixed beverage taxes are budgeted at \$1.8 million for FY19, which represents an increase of \$100,000 from the previous year's budget. Actual collections for FY18 were up \$59,416 (3.4%) from the previous year.

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 \$6.9 million, up \$223,000 from the previous year. Actual FY18 collections were \$6,589,106 and represent a 3% increase from the previous year.

FRANCHISE FEE COLLECTIONS	<u>FY-2013</u>	<u>FY-2014</u>	<u>FY-2015</u>	<u>FY-2016</u>	<u>FY-2017</u>	<u>FY-2018</u>
Electric	3,714,686	3,645,524	3,702,232	3,647,708	3,543,123	3,543,334
Telephone	652,546	665,929	694,080	715,703	639,685	463,936
Natural Gas	634,098	820,953	690,654	540,056	654,037	951,886
Cable Television	868,612	912,059	945,245	900,671	602,770	585,812
Refuse Collection	748,391	740,685	792,271	857,387	962,542	1,044,137
Collections	\$6,618,333	\$6,785,150	\$6,824,481	\$6,661,525	\$6,402,157	\$6,589,106
Gain / (Loss)	\$512,001	\$166,818	\$39,331	(\$162,956)	(\$259,368)	\$186,949
% Change	8%	3%	1%	-2%	-4%	3%

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 \$1.9 million, an increase of \$126,000 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 FY18 decreased \$279,000 (-15%) from FY17.

LICENSES & PERMITS	<u>FY-2013</u>	<u>FY-2014</u>	<u>FY-2015</u>	<u>FY-2016</u>	<u>FY-2017</u>	<u>FY-2018</u>
Collections	\$1,267,206	\$1,369,760	\$1,562,406	\$1,769,496	\$1,910,170	\$1,631,113
Gain / (Loss)	(\$265,544)	\$102,554	\$192,646	\$207,090	\$140,674	(\$279,057)
% Change	-17%	8%	14%	13%	8%	-15%

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 FY19 are budgeted at \$9.2 million and reflect a decrease of \$3.5 million (-28%) from the previous year as accounting changes will now reflect the direct payment of health insurance costs by the respective operating fund rather than as a transfer into the General fund.

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 costs associated with the acquisition, maintenance and replacement of computers and other technology-related equipment. The sum total of these charges is \$2.4 million. Total charges for services in FY18 were \$12.5 million and represent an 8% increase from the prior year.

CHARGES FOR SERVICES	<u>FY-2013</u>	<u>FY-2014</u>	<u>FY-2015</u>	<u>FY-2016</u>	<u>FY-2017</u>	<u>FY-2018</u>
Collections	\$8,986,686	\$8,577,552	\$9,719,328	\$10,376,446	\$11,560,418	\$12,504,446
Gain / (Loss)	\$613,373	(\$409,134)	\$1,141,776	\$657,118	\$1,183,972	\$944,028
% Change	7%	-5%	13%	7%	11%	8%

Fines and forfeitures represent revenue generated from the municipal court and other punitive actions. Revenue in this category is budgeted at \$1.8 million, a decrease of \$56,000 (-3.5%) from the previous year's budget. Actual collections in FY18 total \$1.58 million and represent a 12% decrease from the previous year.

FINES AND FORFEITURES	<u>FY-2013</u>	<u>FY-2014</u>	<u>FY-2015</u>	<u>FY-2016</u>	<u>FY-2017</u>	<u>FY-2018</u>
Collections	\$2,022,984	\$2,208,771	\$1,910,877	\$1,779,275	\$1,789,779	\$1,582,456
Gain / (Loss)	\$205,209	\$185,787	(\$297,894)	(\$131,602)	\$10,504	(\$207,323)
% Change	11%	9%	-13%	-7%	1%	-12%

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 \$217,690 and represents a 3% increase from the previous year.

Interest Income is budgeted at \$275,000 and represents an increase of \$68,000 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 FY18 totaled \$425,000 and represented an increase of \$282,000 (50%) from FY17.

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 remains unchanged from the previous year. Income from tower/ground communications leases is budgeted at \$258,700 and reflects an increase of \$18,700 from the previous year. Total miscellaneous revenue is budgeted at \$1,141,400 for FY19.

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 \$4.5 million, an increase of \$500,000 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 \$2.4 million, virtually unchanged from the previous year. Total General Government transfers in FY19 equal \$9.9 million and represent 12% of revenues.

OPERATING TRANSFERS IN	<u>FY-2013</u>	<u>FY-2014</u>	<u>FY-2015</u>	<u>FY-2016</u>	<u>FY-2017</u>	<u>FY-2018</u>
Utility Enterprise	1,271,724	1,595,766	1,587,535	1,650,769	3,826,307	1,609,234
Convention & Visitors	3,051,564	3,186,852	3,282,348	2,547,613	2,959,608	2,480,015
Golf	198,896	110,340	75,709	98,831	108,147	98,878
Stormwater Drainage	205,656	423,444	423,158	106,775	257,127	95,418
General (Cap. Maint)	2,809,000	2,809,000	3,279,000	3,279,000	3,279,000	2,645,000
Lake Parks	327,651	491,497	405,759	72,951	144,381	185,101
4B Transit	272,548	283,450	-	-	-	-
Economic Development	-	-	1,893,234	1,910,433	1,899,842	1,809,955
Capital Equipment	-	-	-	-	-	469,775
CIP / General Facilities	-	-	-	-	-	309,175
Court Technology	22,722	22,723	-	-	-	-
Collections	\$8,159,761	\$8,923,072	\$10,946,744	\$9,666,371	\$12,474,412	\$9,702,551
Gain / (Loss)	\$79,532	\$763,311	\$2,023,672	(\$1,280,372)	\$2,808,041	(\$2,771,861)
% Change	1.0%	9.4%	22.7%	-11.7%	29.0%	-22.2%

Total income from General Government transfers in FY18 was \$9.7 million and represented a decrease of \$2.7 million (-22%) from the previous year.

Expenditures and Other Financing Uses

The FY19 adopted budget for General Government fund expenditures totals \$86.9 million dollars, an increase of \$1.9 million (2.3%) from the prior year. General Government net operating expenditures (excluding transfers) are budgeted at \$77 million and remain virtually unchanged from the previous year.

Personnel costs represent the single largest expenditure category, accounting for 39% of all General Government expenditures. Budgeted at \$33.5 million, personnel expenditures are up \$2 million (7%) from the prior year's budget.

PERSONNEL COSTS	<u>FY-2013</u>	<u>FY-2014</u>	<u>FY-2015</u>	<u>FY-2016</u>	<u>FY-2017</u>	<u>FY-2018</u>
Expenditures	\$25,529,272	\$26,375,937	\$27,376,972	\$28,618,205	\$29,975,303	\$31,401,836
Increase / (Decrease)	\$652,076	\$846,665	\$1,001,035	\$1,241,233	\$1,357,098	\$1,426,533
% Change	2.62%	3.32%	3.80%	4.53%	4.74%	4.76%

Actual expenditures in FY18 were \$31.4 million and represent an increase of \$1.4 million from the previous year. Total authorized positions (full-time) for FY19 are 321.0 and represent a decrease of 3.0 from the previous year.

AUTHORIZED POSITIONS GENERAL FUND	<u>FY-2013</u>	<u>FY-2014</u>	<u>FY-2015</u>	<u>FY-2016</u>	<u>FY-2017</u>	<u>FY-2018</u>
Full-Time Equivalents (FTEs)	270.50	282.50	307.00	318.00	323.00	324.00
Increase / (Decrease)	18.00	12.00	24.50	11.00	5.00	1.00
% Change	7.13%	4.44%	8.67%	3.58%	1.57%	0.31%

Supplies and Maintenance are budgeted at \$4.5 million, an increase of \$215,000 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 FY18 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. FY18 expenditures totaled \$3.2 million and represented a -2% decrease 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-2013</u>	<u>FY-2014</u>	<u>FY-2015</u>	<u>FY-2016</u>	<u>FY-2017</u>	<u>FY-2018</u>
Expenditures	\$2,609,645	\$2,776,027	\$3,173,969	\$2,973,943	\$3,264,579	\$3,197,943
Increase / (Decrease)	\$156,957	\$166,382	\$397,942	(\$200,026)	\$290,636	(\$66,636)
% Change	6.4%	6.4%	14.3%	-6.3%	9.8%	-2.0%

Services are budgeted at \$11.6 million and represent a \$867,000 increase from the FY18 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 \$4.5 million for FY19. 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 FY18 are estimated to total \$10.6 million, and represent a decrease of -9.8% from FY18. Expenditures for services account for 13% of General Government expenditures.

SERVICES GENERAL FUND	<u>FY-2013</u>	<u>FY-2014</u>	<u>FY-2015</u>	<u>FY-2016</u>	<u>FY-2017</u>	<u>FY-2018</u>
Expenditures	\$8,872,413	\$9,567,829	\$1,003,364	\$11,538,851	\$11,822,483	\$10,666,954
Increase / (Decrease)	\$777,058	\$695,416	(\$8,564,465)	\$10,535,487	\$283,632	(\$1,155,529)
% Change	9.6%	7.8%	-89.5%	1050.0%	2.5%	-9.8%

Insurance Costs, which include property, casualty and health insurance, are budgeted at \$8.8 million, and represent a decrease of \$3.7 million from the FY18 General Government budget, as costs for non-General fund employees are now accounted within their respective operating funds. 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 FY18 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 \$14 million and represent an increase of \$2 million from the FY18 budget. Actual costs for FY18 are estimated at \$12.5 million, and represents a projected decrease of \$2.5 million 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 GENERAL FUND	<u>FY-2013</u>	<u>FY-2014</u>	<u>FY-2015</u>	<u>FY-2016</u>	<u>FY-2017</u>	<u>FY-2018</u>
Expenditures	\$7,248,481	\$8,063,163	\$9,424,122	\$12,428,033	\$15,109,232	\$12,551,510
Increase / (Decrease)	\$195,908	\$814,682	\$1,360,959	\$3,003,911	\$2,681,199	(\$2,557,722)
% Change	2.8%	11.2%	16.9%	31.9%	21.6%	-16.9%

Operating Transfers Out are budgeted at \$9 million and includes transfers of \$3 million from the General fund to the Capital Improvement fund for Community Quality of Life projects, \$3 million from the General fund to the Capital / Street Maintenance fund, and \$3 million from the General fund to the Crime Control & Prevention District fund. Actual transfers in FY18 were \$8.4 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-2013</u>	<u>FY-2014</u>	<u>FY-2015</u>	<u>FY-2016</u>	<u>FY-2017</u>	<u>FY-2018</u>
Capital Maintenance	1,251,000	1,251,000	1,646,000	1,646,000	1,646,000	1,012,000
Street Maintenance	1,558,000	1,558,000	1,633,000	1,633,000	1,633,000	1,633,000
CIP / Quality of Life	5,169,886	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000
Equipment Acquisition	1,596,650	1,676,000	1,202,000	1,906,099	982,000	0
CCPD Fund	1,300,000	1,000,000	700,000	-	200,000	2,235,000
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	1,500	-	-	-	-	574,200.00
Total Transfers Out	\$10,892,077	\$9,513,014	\$8,219,087	\$8,884,535	\$7,461,000	\$8,454,200
Increase / (Decrease)	\$2,579,939	(\$1,379,063)	(\$1,293,927)	\$665,448	(\$1,423,535)	\$993,200
% Change	31%	-13%	-14%	8%	-16%	13%

Debt Service is budgeted at \$15.9 million, and represents an increase of \$1.3 million from the previous year. Actual expenditures in FY18 totaled \$15.5 million and represented a decrease of \$902,000 (-5.5%) from the previous year. Debt service costs represent 18% of General Government expenditures.

DEBT SERVICE	<u>FY-2013</u>	<u>FY-2014</u>	<u>FY-2015</u>	<u>FY-2016</u>	<u>FY-2017</u>	<u>FY-2018</u>
Principal & Interest Payments						
General Obligation	\$6,632,771	\$10,078,398	\$10,773,107	\$13,087,895	\$11,674,025	\$9,668,071
Certificates of Obligation	\$1,817,602	\$1,621,232	\$3,367,076	\$3,750,785	\$4,061,585	\$5,081,325
Tax Notes Payable	\$1,397,565	\$1,988,936	\$1,497,656	\$640,822	\$677,275	\$760,715
Total	\$9,847,938	\$13,688,566	\$15,637,839	\$17,479,502	\$16,412,885	\$15,510,111
Increase / (Decrease)	(\$605,929)	\$3,840,628	\$1,949,273	\$1,841,663	(\$1,066,617)	(\$902,774)
% Change	-5.8%	39.0%	14.2%	11.8%	-6.1%	-5.5%

FY 2018-19 APPROVED OPERATING BUDGET
FUND 100 - GENERAL

- Budget At-A-Glance -

REVENUE AND OTHER FINANCING SOURCES:	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Ad Valorem Taxes	9,655,982	9,793,333	11,331,315	11,165,766
Sales & Use Taxes	28,713,608	29,000,000	29,946,281	30,690,000
Franchise Fees	6,602,482	6,760,000	6,589,106	6,983,718
Licenses & Permits	1,910,170	1,800,000	1,631,113	1,926,304
Charges for Services	11,560,418	12,741,780	12,504,446	9,189,699
Intergovernmental	103,121	97,189	166,276	217,690
Fines and Forfeitures	1,789,779	1,856,815	1,582,456	1,800,452
Transfers In	3,925,938	4,023,677	3,345,359	4,508,893
Miscellaneous	3,352,026	1,018,250	1,458,647	1,242,400
Total	67,613,524	67,091,044	68,554,997	67,724,922

EXPENDITURES AND OTHER FINANCING USES:	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel	29,975,303	31,464,766	31,401,836	33,534,842
Supplies	3,264,579	3,204,352	3,197,943	3,311,114
Maintenance	989,561	1,142,566	1,140,281	1,251,755
Services	11,822,483	10,730,447	10,666,954	11,598,115
Insurance	15,109,232	12,576,663	12,551,510	8,860,466
Transfers Out	7,461,000	7,880,250	7,880,250	9,076,630
Capital Outlay	148,958	92,000	91,816	92,000
Total	68,771,115	67,091,044	66,930,590	67,724,922

EXPENDITURES AND PERSONNEL BY PROGRAM:	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved	Personnel ⁽¹⁾
City Manager	13,840,523	12,135,630	14,062,553	14,413,745	14.50
Mayor & Council	141,779	142,024	141,740	142,601	7.00
City Secretary	359,544	445,124	444,232	440,634	4.00
Human Resources	724,733	738,552	770,690	819,578	5.00
Fiscal Services	17,064,587	15,754,416	15,722,907	12,096,824	24.00
Police	2,003,136	2,218,691	224,254	2,346,761	16.00
Fire	12,670,465	12,883,124	12,857,358	13,983,342	106.00
Parks & Recreation	10,794,304	10,631,097	10,588,755	11,012,177	55.50
Library	1,821,902	1,952,560	1,948,655	2,052,174	12.00
Public Works	7,983,197	8,793,555	8,775,968	8,947,993	62.00
Development Services	1,366,945	1,396,271	1,393,478	1,469,093	15.00
Total	68,771,115	67,091,044	66,930,590	67,724,922	321.00

⁽¹⁾ In full-time equivalents

FY 2018-19 APPROVED OPERATING BUDGET
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
GENERAL FUND

	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
BEGINNING FUND BALANCE:	12,281,699	11,102,163	9,944,572	9,944,572	11,568,980
OPERATING REVENUE:					
Ad Valorem Taxes	9,793,333	9,655,982	9,793,333	11,331,315	11,165,766
Sales Taxes	28,314,649	26,980,350	27,300,000	28,153,606	28,890,000
Mixed Beverage Taxes	1,710,043	1,733,258	1,700,000	1,792,674	1,800,000
Franchise Fees	6,661,525	6,602,482	6,760,000	6,589,106	6,983,718
Licenses & Permits	1,769,496	1,910,170	1,800,000	1,631,113	1,926,304
Charges for Services	10,376,446	11,560,418	12,741,780	12,504,446	9,189,699
Intergovernmental	92,507	103,121	97,189	166,276	217,690
Fines and Forfeitures	1,779,275	1,789,779	1,856,815	1,582,456	1,800,452
Miscellaneous	1,670,606	3,352,026	1,018,250	1,458,647	1,242,400
Total Operating Revenue	62,167,879	63,687,586	63,067,367	65,209,638	63,216,029
TRANSFERS IN:					
Admin. Fee - Utility Fund	1,650,769	1,826,307	1,865,743	1,609,234	1,865,000
Admin. Fee - CVB Fund	1,465,969	1,428,542	1,094,581	1,139,487	1,428,000
Admin. Fee - Golf Fund	98,831	108,147	103,875	98,878	108,000
Administrative Fee - SDUS Fund	106,775	112,127	108,110	95,418	112,000
Administrative Fee - Lake Parks Fund	72,951	144,381	591,305	185,101	689,893
Administrative Fee - 4B Fund	314,997	306,433	260,063	217,241	306,000
Total Transfers In	3,717,547	3,925,938	4,023,677	3,345,359	4,508,893
TOTAL REVENUE AND TRANSFERS	65,885,427	67,613,524	67,091,044	68,554,997	67,724,922
OPERATING EXPENDITURES:					
Personnel	28,618,205	29,975,303	31,464,766	31,401,836	33,534,842
Supplies	2,973,943	3,264,579	3,204,352	3,197,943	3,311,114
Maintenance	942,049	989,561	1,142,566	1,140,281	1,251,755
Services	11,538,851	11,822,483	10,730,447	10,666,954	11,598,115
Capital Outlay	179,347	148,958	92,000	91,816	92,000
Insurance	12,428,033	15,109,232	12,576,663	12,551,510	8,860,466
Total Operating Expenditures	56,680,428	61,310,115	59,210,794	59,050,340	58,648,292
TRANSFERS OUT:					
To Permanent Capital Maintenance	1,595,000	1,595,000	1,322,500	1,322,500	1,510,000
To Permanent Street Maintenance	1,684,000	1,684,000	1,322,500	1,322,500	1,510,000
To Capital Equipment Acquisition Fund	1,906,099	982,000	0	0	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	0	200,000	2,235,250	2,235,250	3,056,630
To Capital Improvement Projects Fund	2,199,435	0	0	0	0
Total Transfers Out	10,384,534	7,461,000	7,880,250	7,880,250	9,076,630
TOTAL EXPENDITURES AND TRANSFERS	67,064,962	68,771,115	67,091,044	66,930,590	67,724,922
SURPLUS / (DEFICIT)	(1,179,536)	(1,157,591)	0	1,624,407	0
ENDING FUND BALANCE:	11,102,163	9,944,572	9,944,573	11,568,980	11,568,980
FUND BALANCE REQUIREMENT:	11,180,797	12,094,050	11,679,937	11,648,286	11,568,978

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

The FY 2018-19 projected Ending Fund Balance represents **20%** of total budgeted expenditures (72 days of operation).

**FY 2018-19 APPROVED OPERATING BUDGET
REVENUE DETAIL
GENERAL FUND**

Account / Description	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved	Change From FY17 Actual	Change From FY18 Budget
31100 General Property Tax - Current	9,727,568	9,594,930	9,727,568	11,185,375	11,100,000	16%	14%
31101 General Property Tax - Delinquent	17,969	16,878	17,969	95,311	17,969	6%	0%
31103 Penalty & Interest	47,797	44,174	47,797	50,629	47,797	8%	0%
AD VALOREM TAXES	9,793,333	9,655,982	9,793,333	11,331,315	11,165,766	16%	14%
31204 Sales Tax (1%)	28,314,649	26,980,350	27,300,000	28,153,606	28,890,000	7%	6%
31306 Mixed Beverage Tax	1,710,043	1,733,258	1,700,000	1,792,674	1,800,000	4%	6%
SALES & USE TAXES	30,024,691	28,713,608	29,000,000	29,946,281	30,690,000	7%	6%
31410 Franchise Fee - Electric	3,647,708	3,543,123	3,700,000	3,543,334	3,700,000	4%	0%
31411 Franchise Fee - Telephone/ Access	715,703	656,114	725,000	463,936	700,000	7%	-3%
31412 Franchise Fee - Gas Service	540,056	654,037	635,000	951,886	721,176	10%	14%
31413 Franchise Fee - Cable Television	900,671	786,666	900,000	585,812	900,000	14%	0%
31414 Franchise Fee - Refuse Collection	857,387	962,542	800,000	1,044,137	962,542	0%	20%
FRANCHISE FEES	6,661,525	6,602,482	6,760,000	6,589,106	6,983,718	6%	3%
32115 Building Permits	1,270,173	1,292,951	1,289,204	1,061,568	1,292,951	0%	0%
32310 Plumbing Permits	67,925	120,194	70,000	95,533	120,000	0%	71%
32312 Mechanical Permits	82,117	108,921	80,000	115,412	108,000	-1%	35%
32525 Electric Permits	55,885	102,278	70,000	85,709	102,000	0%	46%
32900 Trailer Park License Fee	696	696	696	696	696	0%	0%
32913 Coin-Operated Machine Permits	100	50	100	100	100	100%	0%
32914 Alcoholic Beverage Permits	59,063	65,795	60,000	68,739	70,650	7%	18%
32920 Solicitor Permits	5,750	5,782	6,000	6,802	5,782	0%	-4%
32926 Contractor's Registration	79,425	82,125	80,000	88,050	82,125	0%	3%
32938 Drainage Inspection Fee	53,407	42,058	52,000	21,755	52,000	24%	0%
34331 Alarm Permit Fee	92,455	89,169	92,000	86,750	92,000	3%	0%
LICENSES & PERMITS	1,769,496	1,910,170	1,800,000	1,631,113	1,926,304	1%	7%
32940 Variance Request	2,700	1,400	2,000	700	2,000	43%	0%
32943 Certificate of Occupancy	14,369	15,923	14,000	14,412	15,900	0%	14%
32945 Zoning Request	26,625	23,000	20,000	24,250	23,000	0%	15%
32946 Site Plan Fees	6,993	8,088	3,500	2,025	8,000	-1%	129%
34080 Platting & Publishing Fee	18,415	21,086	15,000	15,582	21,100	0%	41%
34110 Swimming Pool Fees	303,853	397,137	400,000	411,333	397,000	0%	-1%
34140 Concessions-Parks & Rec.	49,823	53,013	45,000	92,425	53,013	0%	18%
34150 Ambulance	164,764	146,122	215,000	115,455	215,000	47%	0%
34155 Ambulance Fee	1,347,257	1,240,196	1,450,000	1,195,732	1,450,000	17%	0%
34250 Engineering Inspection Fee	74,515	108,120	80,000	99,636	108,000	0%	35%
34300 Vital Statistics	95,048	96,333	91,637	80,062	96,300	0%	5%
34310 Athletic Fee	950,154	989,505	775,000	921,698	995,150	1%	28%
34311 Recreation Fees	783,394	843,287	820,000	769,816	843,000	0%	3%
34312 PARD Event & Program Fees	1,365	41,226	60,000	42,948	60,000	46%	0%
34313 Field Use Charge	1,125	3,135	5,000	8,340	3,100	-1%	-38%
34316 Facility Use Charges	78,210	78,618	78,000	62,814	78,600	0%	1%
34317 Fleet Charges	520,138	886,206	883,735	883,735	886,200	0%	0%
34318 Insurance Charges	3,396,634	3,885,525	4,871,711	4,871,709	894,636	-77%	-82%
34319 Information Technology Charges	566,379	574,377	610,197	610,197	674,400	17%	11%
34320 Employee Insurance Contributions	549,460	615,801	615,000	567,629	615,000	0%	0%
34322 Retiree Ins. Contributions	194,764	257,578	240,000	297,946	305,000	18%	27%
34325 Rec/Admin Fees	1,198,134	1,247,358	1,422,000	1,373,153	1,422,000	14%	0%
39933 Mowing Charges	17,058	14,105	10,000	5,831	10,000	-29%	0%
39936 Police/Insurance Report Copies	4,462	5,563	5,000	4,562	5,600	1%	12%
39937 Tree Sharing	8,705	7,720	10,000	10,015	7,700	0%	-23%
CHARGES FOR SERVICES	10,376,446	11,560,418	12,741,780	12,504,446	9,189,699	-21%	-28%

**FY 2018-19 APPROVED OPERATING BUDGET
REVENUE DETAIL
GENERAL FUND**

Account / Description	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved	Change From FY17 Actual	Change From FY18 Budget
33244 Instructor Reimbursement	0	0	0	57,022	60,251		
33245 School Resource Officer/SRO	82,931	87,078	89,689	91,432	149,939	72%	67%
33251 Firefighter Services	3,530	3,015	7,500	7,630	7,500	149%	0%
39210 Intergovernmental Revenues	6,046	13,029	0	10,192	0	-100%	0%
INTERGOV'TL REVENUE	92,507	103,121	97,189	166,276	217,690	111%	124%
32905 Animal Impound Fee	15,495	13,789	15,500	17,870	26,990	96%	74%
35012 State Court Fine Collection Fee	71,870	67,898	75,000	60,668	67,900	0%	-9%
35100 D/FW Parking	1,544	1,688	1,500	4,986	4,000	137%	167%
35102 D/FW All Other Fines	72,410	88,488	75,000	106,187	88,500	0%	18%
35104 D/FW Ordinance Fine	5,654	3,601	3,000	1,467	3,000	-17%	0%
35120 Notice to Appear Fee/DFW	6,140	6,834	6,300	8,282	6,800	0%	8%
35122 DFW-Uniform Traffic Fee	1,987	2,504	2,315	3,186	2,500	0%	8%
35124 DFW-Child Safety Fee	50	115	100	100	150	30%	50%
35205 City Parking Fines	10,805	8,308	11,500	10,701	10,500	26%	-9%
35207 City Fines - All Other	461,560	465,041	480,000	360,159	465,000	0%	-3%
35209 City Ordinance Fine	6,689	10,431	8,500	9,418	8,500	-19%	0%
35211 Judicial Efficiency	1,751	2,000	1,800	1,912	2,000	0%	11%
35212 Court Investigating Fee	7,535	7,147	7,800	6,369	7,000	-2%	-10%
35213 Motor Carrier Weight Violation	2,350	3,200	5,200	3,494	2,500	-22%	-52%
35219 City Notice to Appear Fee	57,765	53,530	60,000	45,666	53,500	0%	-11%
35221 City-Uniform Traffic Fee	26,713	23,365	27,000	20,343	23,000	-2%	-15%
35223 City-Child Safety Fee	785	484	700	0	500	3%	-29%
35308 Reimbursement - Adult Probation	4,081	7,032	3,800	7,569	7,000	0%	84%
35316 Dismissal Fees	21,510	20,720	22,000	10,780	20,700	0%	-6%
35317 Court Admin. Fee	788,321	785,466	823,000	756,651	785,500	0%	-5%
35318 Driving Safety Course Fee	15,855	14,815	16,000	10,690	13,000	-12%	-19%
35320 DFW - Driver Safety Fee	740	1,450	1,000	1,320	1,200	-17%	20%
35321 DFW - Compliance Dismissal Fee	475	1,201	1,500	800	1,000	-17%	-33%
35325 School Crossing Guard Program	12,791	9,954	13,000	5,160	9,500	-5%	-27%
35329 Teen Court Fee	1,320	1,490	1,300	1,040	1,200	-19%	-8%
35501 D/FW Warrants	11,531	9,926	11,000	5,693	9,000	-9%	-18%
35506 City Warrants	100,055	97,539	115,000	56,561	97,500	0%	-15%
35715 Library Fines	19,638	12,205	13,000	9,734	13,000	7%	0%
35716 False Alarm Fines	51,835	69,546	55,000	55,650	69,500	0%	26%
FINES & FORFEITURES	1,779,275	1,789,779	1,856,815	1,582,456	1,800,452	1%	-3%
53200 Administrative Fee - Utility Fund	1,650,769	1,826,307	1,865,743	1,609,234	1,865,000	2%	0%
53115 Administrative Fee - CVB	1,465,969	1,428,542	1,094,581	1,139,487	1,428,000	0%	30%
53210 Administrative Fee - Golf Fund	98,831	108,147	103,875	98,878	108,000	0%	4%
53116 Administrative Fee - SDUS	106,775	112,127	108,110	95,418	112,000	0%	4%
53119 Administrative Fee - Lake Parks Fund	72,951	144,381	591,305	185,101	689,893	378%	17%
53124 Administrative Fee - 4B	314,997	306,433	260,063	217,241	306,000	0%	18%
TRANSFERS IN	3,718,163	3,925,938	4,023,677	3,345,359	4,508,893	15%	12%
34326 Admin Fee / Off-Duty Security	14,759	31,657	24,000	32,980	31,700	0%	32%
39230 Interest Income from Investment	68,280	100,976	77,750	193,574	101,000	0%	30%
39260 Sale of Salvage	1,137	8,286	6,000	33,396	8,300	0%	38%
39710 Subrogation	143,364	127,068	130,000	48,215	130,000	2%	0%
39801 Insurance Reimbursement	729,361	2,177,259	250,000	261,360	275,000	-87%	10%
39930 Copy Machine Charges	203	414	500	142	500	21%	0%
39931 Oil and Gas Lease	12,691	14,782	10,000	4,551	14,800	0%	48%
39932 Tower/Ground Comm. Lease	246,142	258,666	240,000	259,531	258,700	0%	8%
39939 Building Leases	200	45,000	50,000	0	0	-100%	-100%
39950 Sales of Fixed Assets	0	17,371	0	277,361	17,400	0%	0%
39951 Resale of Labor, Material, Service	14,721	8,782	30,000	8,834	30,000	242%	0%
39999 Miscellaneous Revenues	222,678	373,027	200,000	161,747	375,000	1%	88%
MISC. REVENUE	1,670,606	3,352,026	1,018,250	1,458,647	1,242,400	-63%	22%
TOTAL REVENUE AND TRANSFERS	65,886,042	67,613,524	67,091,044	68,554,997	67,724,922	0%	1%

FY 2018-19 APPROVED OPERATING BUDGET
GENERAL FUND DEPARTMENTAL SUMMARY
101 - CITY MANAGER

Expenditures by Division	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Administration	837,146	800,770	844,350	842,662	882,260
Information Technology	1,541,423	1,750,367	1,769,777	1,766,238	2,133,602
Non-Departmental	13,027,148	11,289,386	9,521,503	11,453,655	11,397,883
Total	15,405,718	13,840,523	12,135,630	14,062,554	14,413,745

PERSONNEL - FULL TIME EQUIVALENTS (FTE)

<u>CITY MANAGER'S OFFICE</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2018</u>	<u>2019</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	1	1	1	1	1
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	0	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	14.50	14.50

**City Manager - Administration
100-101-001**

<u>Expenditures by Major Object</u>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel Services	718,353	720,639	733,196	731,730	771,806
Supplies	19,385	15,356	19,220	19,182	19,220
Services	99,408	64,775	91,934	91,750	91,234
Total	837,146	800,770	844,350	842,662	882,260

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>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 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	23,601	23,601	23,601	35,354	35,354

**City Manager - Information Technology
100-101-002**

Expenditures by Major Object	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel Services	1,044,788	1,123,444	1,163,107	1,160,781	1,168,689
Supplies	71,397	48,514	53,150	53,044	53,650
Maintenance	28,776	73,622	151,800	151,496	183,000
Services	372,145	504,786	401,720	400,917	728,263
Capital Outlay	24,318	0	0	0	0
Total	1,541,423	1,750,367	1,769,777	1,766,238	2,133,602

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>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Number of work orders completed	1,200	4,150	1,452	1,452	3,600
Number of hours spent assisting departments with their projects	900	12,270	1,089	1,089	1,200
Number of computers receiving a software patch or service pack	600	1,550	726	726	600
Number of GIS map requests completed	160	502	194	194	200
Number of desktop computers replaced or upgraded	40	242	48	48	60
Number of server operating system upgrades, physical units replaced, physical units added, and logical servers added	100	352	121	121	100
Number of LAN and Wireless units added, replaced, and number of new locations designed and implemented	20	31	24	24	20
Number of projects completed	-	70	10*	10*	50

* Projects established after GTG and the Project Management Office

**City Manager - Non-Departmental
100-120-001**

<u>Expenditures by Major Object</u>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Supplies	54,287	50,056	50,104	50,004	50,104
Maintenance	825	278	8,000	7,984	8,000
Services	2,523,746	3,599,358	2,344,235	3,531,177	2,263,149
Capital Outlay	63,756	0	0	0	0
Transfers	10,384,534	7,461,000	7,880,250	7,864,490	9,076,630
Total	13,027,148	11,289,386	9,521,503	11,453,655	11,397,883

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
100-102-001**

<u>Expenditures by Major Object</u>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel Services	88,095	91,536	91,074	90,892	91,651
Supplies	14,406	15,995	16,150	16,118	16,150
Services	21,977	34,248	34,800	34,730	34,800
Total	124,478	141,779	142,024	141,740	142,601

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>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Number of public hearings	51	47	58	45	52
Number of ordinances	90	84	81	95	85
Number of resolutions	106	106	100	99	98
Number of agenda items	573	569	552	573	558

<u>MAYOR AND COUNCIL</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2018</u>	<u>2019</u>
Mayor	1	1	1	1	1
Council	6	6	6	6	6
TOTAL POSITIONS	7	7	7	7	7

FY 2018-19 APPROVED OPERATING BUDGET
 GENERAL FUND DEPARTMENTAL SUMMARY
 103 - CITY SECRETARY

Expenditures by Major Object	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Administration	358,480	359,544	445,124	444,234	440,634
Totals	358,480	359,544	445,124	444,234	440,634

PERSONNEL - FULL TIME EQUIVALENTS (FTE)

<u>CITY SECRETARY</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2018</u>	<u>2019</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 FULL TIME POSITIONS	4.00	4.00	4.00	4.00	4.00

City Secretary's Office
100-103-001

Expenditures by Major Object	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel Services	286,639	291,810	317,529	316,894	332,848
Supplies	16,440	17,190	10,680	10,659	13,975
Services	55,402	50,543	116,915	116,681	93,811
Total	358,480	359,544	445,124	444,234	440,634

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>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Customer Inquiries annually	12,445	12,616	11,921	12,293	12,251
Ordinance/Resolution	196	190	180	208	190
Agendas and minutes completed	76	77	72	75	75
Contracts processed	79	110	NA	210	200
Open records requests processed	377	469	458	443	434
Open records average process time (< 5 days):	84%	86%	85%	90%	86%
Birth records registered	2,418	2,430	2,345	2,299	2,267
Birth records long form - Walk in	2,678	2,714	2,671	2,660	2,681
Birth records long form - Mail	1,479	1,508	1,368	1,535	1,472
Birth records short form - Walk in	712	494	408	481	461
Death records registered	555	561	545	631	572
Death records issued	217	193	186	247	219
Laserfiche workflows created	NA	6	NA	10	10
Laserfiche workflow processes monitored	NA	72,760	NA	91,476	100,000
Laserfiche forms created	NA	9	NA	41	35
Laserfiche form processes monitored	NA	464	NA	2419	2500
Laserfiche technical support	NA	256	NA	450	500
Alcoholic Beverage Permits	200	195	195	204	210
Solicitor Permits	67	75	54	71	71

FY 2018-19 APPROVED OPERATING BUDGET
GENERAL FUND DEPARTMENTAL SUMMARY
104 - HUMAN RESOURCES

Expenditures by Major Object	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Administration	691,321	724,733	738,552	770,691	819,578
	691,321	724,733	738,552	770,691	819,578

PERSONNEL - FULL TIME EQUIVALENTS (FTE)

<u>HUMAN RESOURCES</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2018</u>	<u>2019</u>
Human Resources Director	1	1	1	1	1
Assistant Human Resources Director	0	0	0	1	1
Human Resources Analyst II	1	1	1	0	0
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

**Human Resources
100-104-001**

Expenditures by Major Object	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel Services	527,587	544,144	582,047	580,883	625,370
Supplies	14,781	19,431	25,191	25,141	22,048
Services	148,954	161,158	131,314	164,667	172,160
Total	691,321	724,733	738,552	770,691	819,578

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 Harrasment 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>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Training contacts made with employees/supervisors	224/75	405/220	220/90	400/100	220/90
Applications received annually	17,556	22,931	24,000	23,000	23,000
# of full/part-time new hires processed	50/457	67/193	60/160	70/200	70/200
# of promotions/transfers	31/8	32/15	30/20	30/20	30/20
# of full/part-time resignations/terms processed	45/56	49/184	60/160	50/180	60/160
Orientations held within 3 weeks of hire	90.6%	85.5%	88%	90%	90%
Payroll/benefit transactions performed	2,510	2,446	2,600	2,500	2,500
Employee turnover (full-time only)	4.98%	8.56%	12.00%	12.00%	12.00%
Full-time employees per 100 citizens	1.163	1.165	1.160	1.165	1.160
Employees tracked on leave (FMLA, SL Pool, Personal Leave) or on Modified Duty	175	348	250	300	250

FY 2018-19 APPROVED OPERATING BUDGET
GENERAL FUND DEPARTMENTAL SUMMARY
105 - FISCAL SERVICES

Expenditures by Division	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Administration	571,739	592,109	610,782	609,560	638,514
Accounting	1,004,682	989,912	1,149,622	1,147,323	1,169,097
Purchasing	281,577	285,879	298,154	297,558	307,638
Municipal Court	679,289	668,507	732,845	731,380	711,730
Risk Management	11,856,338	14,528,178	12,963,013	12,937,087	9,269,845
Total	14,393,624	17,064,585	15,754,416	15,722,908	12,096,824

PERSONNEL - FULL TIME EQUIVALENTS (FTE)

<u>FULL-TIME POSITIONS</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2018</u>	<u>2019</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	1	1	1	1
Internal Audit Director	0	1	1	1	1
Financial Analyst I	1	0	0	0	0
Fiscal Service Coordinator	1	1	1	1	1
Payroll Administrator	1	1	1	1	1
Accounting Manager	1.5	0.5	0.5	0.5	0.5
Sr. Accountant	1	1	1	1	1
Accountant	0	1	1	1	1
Accounting Technician	1	0	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	3
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	1	1	1	1	1
TOTAL FULL-TIME POSITIONS	25.00	25.00	25.00	25.00	24.00

**Fiscal Services - Administration
100-105-001**

<u>Expenditures by Major Object</u>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel Services	530,846	555,540	568,982	567,844	596,714
Supplies	27,394	25,836	25,500	25,449	25,500
Services	13,498	10,733	16,300	16,267	16,300
Total	571,739	592,109	610,782	609,560	638,514

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>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Wire transfers verified	76	80	80	128	128
Purchasing requisitions reviewed and approved	277	250	250	275	300
Monthly financial status reports completed	12	12	12	12	12

**Fiscal Services - Accounting
100-105-002**

<u>Expenditures by Major Object</u>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel Services	674,976	675,266	757,734	756,219	797,209
Supplies	11,390	13,113	16,000	15,968	15,000
Services	318,315	301,534	375,888	375,136	356,888
Total	1,004,682	989,912	1,149,622	1,147,323	1,169,097

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>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Number of Payroll Checks	20,446	20,900	20,900	20,500	21,000
Percent ACH to Total Payments	51.6%	58.9%	57.0%	57.0%	57.5%
Ad # of days to Pay P Card	13.6	11.8	12.0	11.8	11.5

**Fiscal Services - Purchasing
100-105-003**

<u>Expenditures by Major Object</u>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel Services	255,182	262,212	270,529	269,988	279,813
Supplies	2,237	1,617	2,525	2,520	2,025
Services	24,158	22,051	25,100	25,050	25,800
Total	281,577	285,879	298,154	297,558	307,638

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>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Annual contracts with no gap in service	99%	98%	98%	96%	98%
Number of new contracts established	30	19	25	18	20
Reduce inventory to \$140,000	\$151,330	\$153,231	\$140,000	\$148,000	\$140,000
Increase inventory turns	2.7	2.4	2.9	2.7	3.0
Number of solicitations with e-bidding system forecasted	10	11	14	18	12

**Fiscal Services - Municipal Court
100-107-001**

<u>Expenditures by Major Object</u>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel Services	498,089	517,949	544,645	543,556	523,830
Supplies	12,168	14,860	10,500	10,479	10,700
Maintenance	126	0	0	0	0
Services	168,906	135,698	177,700	177,345	177,200
Total	679,289	668,507	732,845	731,380	711,730

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>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Number of cases filed per year with COG	11,627	20,000	20,000	13,000	13,000
Number of cases filed per year with DFW	1,134	2,000	2,000	2,000	2,000
Average number of minutes to process each case	60	20	20	20	20
Average number of minutes to process at window	60	20	20	5	5
Average number of hours to prepare for Jury Trial	10	4	4	4	4
Number of teens requesting Teen Court	89	160	160	120	120

**Fiscal Services - Risk Management
100-109-001**

Expenditures By Major Object	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel Services	219,825	235,427	243,550	243,063	264,579
Supplies	14,804	17,880	12,900	12,874	14,900
Services	130,432	147,925	129,900	129,640	129,900
Insurance	11,491,277	14,126,946	12,576,663	12,551,510	8,860,466
Total	11,856,338	14,528,178	12,963,013	12,937,087	9,269,845

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.

<u>Performance Indicators</u>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Paid liability claims vs. total claims	51%	18%	30%	20%	30%
Recover subrogation revenue	\$143,364	\$127,068	\$110,000	\$60,000	\$130,000
Vehicle accidents	22	23	25	25	28
Fleet accidents as percentage of total fleet	5%	7%	7%	7%	7%
Worker's Compensation:					
Texas Standard premium states rated	\$1,250,195	\$1,292,149	\$1,292,149	\$1,385,711	\$1,342,000
Experience rated discounted premium	\$280,114	\$279,174	\$279,174	\$288,298	\$352,000
Experience rates W/C premium savings	\$970,081	\$1,012,975	\$1,012,975	\$1,097,413	\$990,000
Expereince Modifier	0.28	0.27	0.27	0.26	0.29
Worker's Compensation Injuries:					
Medical only injuries	40	40	30	28	35
Medical only injuries to total staff	4%	5%	6%	6%	5%
Lost time injuries	11	17	15	15	15
Lost time injuries to total staff	3%	4%	2%	2%	2%

FY 2018-19 APPROVED OPERATING BUDGET
DEPARTMENTAL SUMMARY
209 - POLICE

GENERAL FUND ONLY					
Expenditures by Division	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Administration	1,627,615	1,815,948	1,930,663	1,926,802	2,037,501
Animal Control	193,624	187,188	288,028	287,452	309,260
Total	1,821,239	2,003,136	2,218,691	2,214,254	2,346,761

PERSONNEL - FULL TIME EQUIVALENTS (FTE)					
<u>POLICE</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2018</u>	<u>2019</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	3	3	3	4	4
Police Officer	2	2	2	1	1
Community Outreach Center Manager	1	1	1	1	1
Animal Control Supervisor	1	1	1	1	1
Animal Control Officer	2	2	2	2	2
TOTAL FULL-TIME POSITIONS	16.00	16.00	16.00	16.00	16.00

**Police - Administration
100-209-001**

<u>Expenditures by Major Object</u>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel Services	1,456,248	1,560,235	1,707,728	1,704,313	1,807,676
Supplies	71,281	118,196	90,010	89,830	82,370
Maintenance	1,989	373	13,500	13,473	22,500
Services	98,097	137,143	119,425	119,186	124,955
Total	1,627,615	1,815,948	1,930,663	1,926,802	2,037,501

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>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Citizen's police academy classes	4	1	2	3	5
Mandate TCLEOSE training requirements for all personnel	100%	100%	100%	200%	400%
Conduct a review of the General Manual and divisional operating procedures	1	1	1	1	1
Conduct crime prevention seminars	200	225	200	200	200

**Police - Animal Control
100-209-005**

<u>Expenditures by Major Object</u>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel Services	171,787	157,477	173,723	173,376	195,955
Supplies	17,420	23,988	101,765	101,561	100,765
Services	4,417	5,723	12,540	12,515	12,540
Total	193,624	187,188	288,028	287,452	309,260

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>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Number of educational presentations delivered	85	115	100	30	30
Number of animals adopted	233	327	350	352	350
Number of animals impounded	855	1,079	1,100	1,100	1,100

FY 2018-19 APPROVED OPERATING BUDGET
GENERAL FUND DEPARTMENTAL SUMMARY
210 - FIRE

Expenditures by Division	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Administration	862,513	972,685	861,084	859,363	1,003,596
Prevention	628,645	584,378	662,764	661,438	760,966
Operations	10,327,336	10,864,702	10,377,850	10,357,095	11,236,888
Training & Career Development	125,502	102,649	257,711	257,196	279,853
Emergency Management	99,682	145,315	174,042	173,695	180,960
Emergency Medical Services	0	735	549,673	548,574	521,079
Total	12,043,677	12,670,464	12,883,124	12,857,361	13,983,342

PERSONNEL - FULL TIME EQUIVALENTS (FTE)

<u>FIRE</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2018</u>	<u>2019</u>
Fire Chief	1	1	1	1	1
Assistant Chief of Support/Planning/Administration	0	1	1	1	1
Assistant Chief of Operations	0	1	1	1	1
Division Chief of Professional Development Training	0	1	1	1	1
Division Chief of EMS	0	1	1	1	1
Deputy Chief	3	0	0	0	0
Fire Marshal	0	1	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
Fire Inspector	0	0	0	0	1
Emergency Management Coordinator	1	1	1	1	1
Battalion Chief	4	3	3	3	3
Fire Captain	18	18	18	18	18
Driver/Engineer	18	18	18	18	18
Firefighter/Paramedic	43	43	43	43	43
Firefighter/EMT	10	9	9	9	9
Support Service Technician	1	1	1	1	1
Secretary	1	1	1	1	1
Clerk/Typist/Receptionist	0	1	1	1	1
TOTAL FULL-TIME POSITIONS	104.00	105.00	105.00	105.00	106.00

**Fire - Administration
100-210-001**

<u>Expenditures by Major Object</u>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel Services	474,434	609,820	554,179	553,071	716,786
Supplies	37,857	35,947	45,200	45,110	45,600
Maintenance	13,681	21,697	10,000	9,980	10,000
Services	336,541	305,221	251,705	251,202	231,210
Total	862,513	972,685	861,084	859,363	1,003,596

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>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Streamline document storage and reduce the use of paper files	50%	90%	90%	100%	100%
Promote volunteer opportunities within the fire administration (hours)	2,628	2,827	1,500	1,500	1,500
Percentage of customer satisfaction surveys returned	32%	9%	35%	35%	35%
Conduct 12 employee meetings	12	10	12	9	9

**Fire - Prevention
100-210-002**

<u>Expenditures by Major Object</u>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel Services	571,863	529,933	586,817	585,643	684,839
Supplies	35,489	30,819	46,482	46,389	45,672
Maintenance	106	743	1,000	998	1,000
Services	21,187	22,883	28,465	28,408	29,455
Total	628,645	584,378	662,764	661,438	760,966

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>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Fire inspections	6,076	5526	4,500	5,000	4,500
Fire prevention programs	35	65	75	45	45
Conduct Citizens Fire Academy	1	1	1	1	1
Install Smoke Detectors	101	51	200	50	50

Fire - Operations
100-210-003

<u>Expenditures by Major Object</u>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel Services	9,583,647	9,890,225	9,914,070	9,894,242	10,733,328
Supplies	631,488	830,386	422,455	421,610	456,935
Maintenance	28,883	21,304	27,125	27,071	27,625
Services	46,650	34,814	14,200	14,172	19,000
Capital Outlay	36,668	87,973	0	0	0
Total	10,327,336	10,864,702	10,377,850	10,357,095	11,236,888

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>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Respond to 90% of 911 calls in 1st alarm district in 5 minutes or less	76%	88%	88%	84%	84%
Reduce number of on-scene Firefighter injuries by 40%	78%	92%	92%	94%	94%
Perform engine company, ladder company, and MICU company evaluations to ensure operational readiness.	60	50	50	72	72
Perform regular fitness assessments and physical conditioning program for all firefighters	102	102	102	102	102

Fire - Training & Career Development
100-210-004

<u>Expenditures by Major Object</u>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel Services	0	0	135,075	134,805	144,328
Supplies	1,281	1,867	3,900	3,892	6,400
Services	124,221	100,782	118,736	118,499	129,125
Total	125,502	102,649	257,711	257,196	279,853

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>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Provide a minimum of 20 hours TCFP training per firefighter	24	20	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	24	24	24	24	24
Provide leadership classes for current and future officers	16	24	24	24	24

**Fire - Emergency Management
100-210-005**

<u>Expenditures by Major Object</u>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel Services	65,644	111,324	124,192	123,944	131,110
Supplies	5,542	5,622	13,650	13,623	13,650
Maintenance	16,385	12,855	16,700	16,667	16,700
Services	12,112	15,515	19,500	19,461	19,500
Total	99,682	145,315	174,042	173,695	180,960

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>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Public Education and Outreach	2	1	1	10	10
Provide content to local publications	0	3	3	3	3
Implement training and exercise plan	50%	100%	100%	100%	100%
Complete the update of the Emergency Management Plan	0%	100%	100%	100%	100%
Monitor and test warning sirens	100%	100%	100%	100%	100%

**Fire - Emergency Medical Services
100-210-006**

<u>Expenditures by Major Object</u>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel Services	0	0	143,608	143,321	148,778
Supplies	0	0	129,350	129,091	129,100
Maintenance	0	0	16,000	15,968	35,750
Services	0	735	260,715	260,194	207,451
Total	0	735	549,673	548,574	521,079

Objectives

- Manage all aspects of EMS delivery for the fire department
- Manage Filed Training Paramedic program to ensure all new paramedics are appropriately trained
- Ensure compliance with all Texas Department of State Health Services rules and regulations
- Work with Assistant Chief of Support, Planning, and Administration to ensure all EMS contracts are administered

<u>Performance Indicators</u>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Perform 12-lead EKG on appropriate patients within 10 minutes of patient contact	NA	NA	NA	NA	85%
Turnout times and response times in accordance to NFPA 1710	NA	NA	NA	NA	90%
Scene time < 20 minutes on all transported patients	NA	NA	NA	NA	90%

FY 2018-19 APPROVED OPERATING BUDGET
GENERAL FUND DEPARTMENTAL SUMMARY
312 - PARKS AND RECREATION

Expenditures by Division	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Administration	704,193	746,633	778,396	776,839	800,206
Active Adults	404,798	426,365	436,259	435,386	521,161
Park Maintenance	4,731,836	4,788,593	4,881,879	4,872,115	4,897,665
Recreation	419,947	470,723	433,931	433,064	440,769
Aquatics	1,345,311	1,429,093	1,538,400	1,535,324	1,484,572
Athletics Programs	1,027,561	890,822	759,539	758,021	981,166
Recreation Programs	549,135	675,417	555,263	533,072	510,065
The REC	1,311,173	1,366,658	1,247,430	1,244,935	1,376,573
Total	10,493,955	10,794,304	10,631,097	10,588,756	11,012,177

PERSONNEL - FULL TIME EQUIVALENTS (FTE)

<u>PARKS & RECREATION</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2018</u>	<u>2019</u>
Parks & Recreation Director	1	1	1	1	1
Deputy Parks & Recreation Director	1	1	1	1	1
P&R Administrative Coordinator	1	1	1	1	1
Marketing Manager	0	1	1	1	1
Volunteer Services Liaison	1	1	1	1	1
Athletic Manager	1	1	1	1	1
Athletic Supervisor	0	1	1	1	1
Athletic Specialist	0	1	1	1	1
Event Production Supervisor	1	1	1	1	1
Lake Parks / Events Manager	0.5	0.5	0.5	0.5	0.5
Events Coordinator	1	1	1	1	1
Recreation Coordinator	13	10	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	3	4	4	4	4
Athletics Groundskeeper	1	1	1	1	1
Parks Crew Leader	2	2	2	2	2
Aquatics Tech Coordinator	1	1	1	1	1
Equipment Operator II	0	1	1	1	1
Equipment Operator I	4	4	4	4	4
Holiday & Irrigation Contract Coord.	1	0	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	4	4	4	4	4
Active Adults Supervisor	1	1	1	1	1
Recreation Manager	1	1	1	1	1
Recreation Supervisor	1	1	1	1	1
Recreation Specialist	0	1	1	1	1
Aquatics Supervisor	1	1	1	1	1
Lead Lifeguard	6	6	6	6	6
TOTAL FULL-TIME POSITIONS	53.50	55.50	55.50	55.50	55.50

**Parks & Recreation - Administration
100-312-001**

<u>Expenditures by Major Object</u>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel Services	360,547	392,927	468,896	467,958	497,706
Supplies	71,281	55,382	68,500	68,363	67,500
Services	272,365	298,324	241,000	240,518	235,000
Total	704,193	746,633	778,396	776,839	800,206

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>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Grant dollars Approved	\$863,700	\$5,305,800	\$1,000,000	\$1,000,000	\$3,000,000
Sponsorship dollars secured	\$62,300	\$65,074	\$70,000	\$60,000	\$70,000
Social media posts	NA	360	1,000	250	1,000
Engagements	NA	104,100	200,000	200,000	200,000

**Parks & Recreation - Active Adults
100-312-002**

Expenditures by Major Object	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel Services	334,760	327,908	332,882	332,216	412,366
Supplies	51,547	61,995	74,500	74,351	79,000
Services	18,491	36,462	28,877	28,819	29,795
Total	404,798	426,365	436,259	435,386	521,161

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>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Customer surveys completed / satisfaction rate	228 / 99.47%	244 / 94.1%	250 / 95%	200 / 98%	250 / 95%
Number of special events, classes and programs offered / made	933 / 910	940 / 92	1,000 / 950	1,012 / 1,008	1,000 / 975
Average number of daily riders in City vehicles	48	44	48	45	48
SeniorMover trips requested / provided	360 / 355	426 / 418	400 / 375	350 / 300	400 / 375
Persons registered for Active Adult programs	21,624	23,093	23,000	21,000	23,000
Average number of daily meals served	NA	38	40	39	40
Volunteer hours worked	3,509	3,552	3,600	3,000	3,600

**Parks & Recreation - Park Maintenance
100-312-003**

<u>Expenditures by Major Object</u>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel Services	1,225,284	1,376,566	1,517,079	1,514,045	1,613,165
Supplies	187,774	205,725	264,400	263,871	216,600
Maintenance	230,163	210,570	206,000	205,588	203,500
Services	3,085,364	2,995,732	2,894,400	2,888,611	2,864,400
Capital Outlay	3,250	0	0	0	0
Total	4,731,836	4,788,593	4,881,879	4,872,115	4,897,665

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>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Number of classes, programs, & events offered/made	117/ 114	26 / 18	87 / 82	87 / 82	110 / 100
Number of patrons at the Botanical Gardens	15,000	32,400	20,000	20,000	18,000
Total acres maintained	1,677	1,677	1,677	1,716	1,716
Total acres under irrigation	225	227	227	266	266
Playgrounds maintained	37	38	37	32	32
ADA / CPSC playgrounds retrofitted	2	1	2	2	2
Facility / median landscapes enhanced	9	1	5	5	3
Customer satisfaction rate	100%	100%	100%	100%	100%
Man hours per non-department events	8,100	4,600	3,500	3,500	3,500
Grant dollars sought	\$1,113,700	\$5,758,800	\$1,000,000	\$2,000,000	\$300,000
Grant dollars awarded	\$863,700	\$5,305,800	\$1,000,000	\$1,000,000	\$1,000,000
Number of area adopted by citizens	81	71	80	72	80
Volunteer hours	55,645	66,515	70,000	57,000	60,000
Value of Volunteer hours	\$1,310,990	\$1,567,088	\$1,638,000	\$1,300,000	\$1,446,000

**Parks & Recreation - Recreation
100-312-004**

<u>Expenditures by Major Object</u>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel Services	225,711	262,064	233,981	233,513	256,344
Supplies	61,191	60,080	61,250	61,128	55,425
Maintenance	1,262	1,767	0	0	0
Services	131,783	146,813	138,700	138,423	129,000
Total	419,947	470,723	433,931	433,064	440,769

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>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Total community events participation	13,966	11,958	18,000	20,000	20,000
Number of surveys / customer satisfaction rate	NA	93%	95%	350 / 95%	400 / 96%
Number of indoor facility rentals / total hours rented	940 / 2,122	498 / 1,843	500 / 1,000	300	500 / 1,000
Number of lake park pavilion rentals / total hours rented	149 / 1,865	197 / 2,080	200 / 2,500	175 / 2,000	250 / 2,500
Number of park pavilion rentals / total hours rented	1,496 / 3,035	707 / 2,874	1,300 / 3,300	1,000 / 2,990	1,000 / 3,000

Parks & Recreation - Aquatics
100-312-005

Expenditures by Major Object	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel Services	1,078,989	1,182,256	1,230,200	1,227,740	1,197,572
Supplies	144,942	122,203	168,200	167,864	152,000
Maintenance	17,911	11,649	20,000	19,960	20,000
Services	103,469	112,985	120,000	119,760	115,000
Total	1,345,311	1,429,093	1,538,400	1,535,324	1,484,572

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>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Total public swim attendance	101,774	106,359	75,000	100,000	100,000
Learn To Swim participants	1,120	1,162	1,300	1,100	1,100
Special event attendance	1,342	1,823	1,300	1,400	1,400
Customer surveys / satisfaction rate	835 / 96.5%	795 / 96.1%	475 / 96%	288 / 96%	475 / 96%
Swim team participants	116	110	110	110	110
Aquatic fitness class registrants	379	246	400	245	400
Semi-private classes offered/made	243 / 188	306 / 257	200 / 175	245 / 197	225 / 200
Number of private lessons	161	113	150	118	150
Active Adult fitness class programs/participants	599	557	225	660	500

**Parks & Recreation - Athletics Programs
100-312-006**

Expenditures by Major Object	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel Services	254,834	222,318	270,156	269,616	423,843
Supplies	211,100	273,916	70,678	70,537	266,678
Maintenance	1,895	25	2,980	2,974	2,980
Services	559,732	388,365	415,725	414,894	287,665
Capital Outlay	0	6,199	0	0	0
Total	1,027,561	890,822	759,539	758,021	981,166

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.

Performance Indicators	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Athletic leagues / youth registrants	6 / 6,860	2 / 1,450	3 / 3,000	3 / 2,700	3 / 3,000
Athletic leagues / adult registrants	17 / 7,360	15 / 5,746	15 / 9,000	15 / 8,500	15 / 9,000
Sport camps / youth registrants	20 / 502	7 / 240	6 / 300	6 / 180	10 / 460
Community Camps - Outreach	3 / 75	1 / 60	3 / 90	2 / 90	3 / 90
Tennis Classes/youth registrants	374	825	575	388	575
Tennis classes/adult registrants	27	91	170	30	170
Customer satisfaction rate	94%	96%	96%	96%	96%
Percent of cost recovery	99%	120%	110%	115%	110%
Co-Sponsored association program registrants	2,220	NA	4,300	4,000	4,300
Number of tournaments offered/teams registered	28 / 1,865	32 / 2,523	30 / 900	30 / 2,000	35 / 2,160

Parks & Recreation - Recreation Programs
100-312-007

<u>Expenditures by Major Object</u>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel Services	50,451	79,651	68,313	68,176	62,615
Supplies	73,848	90,036	59,650	59,531	50,150
Services	424,806	505,729	427,300	405,365	397,300
Total	549,135	675,417	555,263	533,072	510,065

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>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Youth registered in programs at The REC	3,794	3,964	4,000	4,000	4,000
Adults registered in programs at The REC	6,423	7,760	7,500	7,500	7,500
Number of customer surveys returned/satisfaction rate	258 / 98%	307 / 94%	300 / 96%	300 / 96%	300 / 96%
Number of classes offered/number made	1,013 / 862	1,010 / 933	1,000 / 850	1,000 / 900	1,000 / 900
Cost recovery	218%	196%	150%	200%	175%
Class success rate	85%	92%	85%	88%	88%
Gross program revenue	\$822,231	\$843,287	\$800,000	\$850,000	\$820,000

Parks & Recreation - The REC
100-312-008

Expenditures by Major Object	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel Services	967,902	975,973	899,430	897,631	978,073
Supplies	153,025	223,190	140,000	139,720	190,500
Maintenance	5,928	7,562	41,000	40,918	36,000
Services	136,213	105,147	75,000	74,850	80,000
Capital Outlay	48,106	54,785	92,000	91,816	92,000
Total	1,311,173	1,366,658	1,247,430	1,244,935	1,376,573

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>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Customer surveys / satisfaction rate	485 / 98%	585 / 98%	400 / 96%	569 / 99%	550 / 96%
Citizen request forms received / responded to within 24 hours	NA	122	50	60	100
Average facility users per hour	107	118	110	115	110
Family memberships	11,512	12,126	12,000	12,400	12,000
Individual memberships	4,660	5,687	6,000	4,200	6,000
Retention rate	67%	73%	65%	75%	65%
Classroom occupancy rate	22%	29%	25%	25%	25%
Annual number of track users	35,731	39,936	35,000	35,822	35,000
Annual number of fitness room users	176,187	198,899	150,000	186,808	175,000
Annual number of racquetball users	8,614	7,689	9,000	8,000	8,500
Annual number of open court users	60,394	68,335	50,000	56,000	60,000
Gross membership revenue	\$1,198,133	\$1,247,358	\$1,339,900	\$1,300,000	\$1,339,900

FY 2018-19 APPROVED OPERATING BUDGET
GENERAL FUND DEPARTMENTAL SUMMARY
313 - LIBRARY

Expenditures by Major Object	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Administration	1,708,423	1,821,902	1,952,560	1,948,655	2,052,174
Total	1,708,423	1,821,902	1,952,560	1,948,655	2,052,174

PERSONNEL - FULL TIME EQUIVALENTS (FTE)

<u>LIBRARY</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2018</u>	<u>2019</u>
Library Director	1	1	1	1	1
Library Manager	1	1	1	1	1
Librarian II	4	4	4	4	5
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		1	1	1	0
TOTAL FULL-TIME POSITIONS	11.00	12.00	12.00	12.00	12.00

Library - Administration
100-313-001

Expenditures by Major Object	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel Services	1,321,567	1,404,411	1,483,627	1,480,660	1,583,241
Supplies	338,159	353,300	338,070	337,394	338,270
Maintenance	815	2,323	900	898	900
Services	47,882	61,868	129,963	129,703	129,763
Total	1,708,423	1,821,902	1,952,560	1,948,655	2,052,174

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>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Average waiting time to check out materials (minutes)	2	2	2	2	2
Reference questions answered	10,998	10,998	11,000	9,000	11,000
Number of materials purchased	10,201	12,049	11,000	11,500	11,000
Percent of first time checkouts on Express Check	98%	98%	98%	98%	98%
Electronic database usage	194,290	175,596	190,000	120,000	130,000

FY 2018-19 APPROVED OPERATING BUDGET
GENERAL FUND DEPARTMENTAL SUMMARY
415 - PUBLIC WORKS

Expenditures by Division	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Administration	415,781	448,329	434,616	433,746	331,464
Engineering	752,075	773,211	870,026	868,285	920,927
Streets	1,355,624	1,429,207	1,686,754	1,683,380	1,677,691
Traffic	1,151,573	1,174,528	1,228,891	1,226,433	1,260,916
Environmental Services	345,006	364,037	400,529	399,727	417,866
Facilities Services	2,034,884	2,234,955	2,552,519	2,547,414	2,712,598
Fleet Services	1,583,295	1,558,930	1,620,220	1,616,979	1,626,531
Total	7,638,239	7,983,197	8,793,555	8,775,964	8,947,993

PERSONNEL - FULL TIME EQUIVALENTS (FTE)

<u>PUBLIC WORKS</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2018</u>	<u>2019</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	1	1	1	1	1
Traffic Operations Manager	1	1	1	1	1
Traffic Supervisor	2	2	2	2	2
Signal Tech Apprentice	1	1	1	2	2
Signal Tech II	1	1	1	0	0
Signal Tech I	1	1	1	1	1
Traffic Tech I	2	2	2	2	2

FY 2018-19 APPROVED OPERATING BUDGET
GENERAL FUND DEPARTMENTAL SUMMARY
415 - PUBLIC WORKS

<u>PUBLIC WORKS (continued)</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2018</u>	<u>2019</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	3	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	7
Journeyman Mechanic	1	1	1	1	0
Fleet Worker	1	1	1	1	0
TOTAL FULL-TIME POSITIONS	61.00	62.00	62.00	62.00	62.00

**Public Works - Administration
100-415-001**

<u>Expenditures by Major Object</u>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel Services	365,324	397,350	382,306	381,541	280,464
Supplies	17,936	22,479	17,400	17,365	20,500
Services	32,521	28,500	34,910	34,840	30,500
Total	415,781	448,329	434,616	433,746	331,464

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>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Design and construct private / public thoroughfares serving developments	1	0	1	1	0
Assist in ROW & Easement acquisition for DFW Connector Corridor	1	0	0	0	1
Address Corps Issues - Gaylord Expansion	3	0	1	0	1
Assist with infrastructure expansion on undeveloped DFW property within city limits	0	0	0	0	1
Assist with Dallas Rd redevelopment	0	0	0	0	1

**Public Works - Engineering
100-415-002**

Expenditures by Major Object	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel Services	725,512	740,344	828,379	826,722	879,327
Supplies	8,106	15,797	10,395	10,374	10,100
Services	18,457	17,071	31,252	31,189	31,500
Total	752,075	773,211	870,026	868,285	920,927

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>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Pavement constructed (square yards)	3,298	14,205	8,000	25,000	15,000
Water line constructed (linear feet)	18,831	25,504	10,000	25,000	10,000
Wastewater line constructed (linear feet)	6,534	5,688	10,000	10,000	10,000
Storm drain line constructed (linear feet)	8,061	14,003	8,000	15,000	8,000
Plats processed	32	16	30	23	30
Design contracts awarded	0	1	2	0	4
WTP Rehab / Update Projects	1	2	1	0	2
WWTP Rehab / Update Projects	0	3	2	1	2
Elevated Storage Tank Rehab / Update	1	0	1	2	2
Lift Station Upgrades	0	0	2	1	1

**Public Works - Streets
100-415-003**

<u>Expenditures by Major Object</u>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel Services	1,069,211	1,165,521	1,396,867	1,394,073	1,387,804
Supplies	81,992	80,002	98,400	98,203	98,400
Maintenance	3,799	2,054	4,000	3,992	4,000
Services	197,372	181,630	187,487	187,112	187,487
Capital Outlay	3,250	0	0	0	0
Total	1,355,624	1,429,207	1,686,754	1,683,380	1,677,691

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>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Square yards of overlay completed	98,693	79,238	80,000	75,000	80,000
Linear feet of gutter wedge milled	50,034	48,404	40,000	40,000	40,000
Linear feet of curb and gutter replaced	3,926	1,605	2,000	3,500	2,000
Number of blocks crack sealed	179	149	200	150	200
Square feet of concrete rehab	28,735	21,524	51,400	35,000	30,000

**Public Works - Traffic
100-415-004**

<u>Expenditures by Major Object</u>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel Services	644,703	672,844	657,343	656,028	689,368
Supplies	24,617	28,714	33,240	33,174	33,240
Maintenance	4	0	0	0	0
Services	482,249	472,970	538,308	537,231	538,308
Total	1,151,573	1,174,528	1,228,891	1,226,433	1,260,916

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>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Annual maintenance of traffic signals [71]	35	32	50	50	50
Annual striping program	5,800	65,800	75,000	75,000	75,000
Repair / replace traffic signs	689	582	600	600	600
Replace crosswalks annually	24	22	20	20	20

**Public Works - Environmental Services
100-415-005**

Expenditures by Major Object	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel Services	252,528	261,364	263,426	262,899	284,062
Supplies	12,817	17,355	20,361	20,320	20,361
Maintenance	0	277	1,800	1,796	1,800
Services	79,662	85,041	114,942	114,712	111,643
Total	345,006	364,037	400,529	399,727	417,866

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>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Outreach and education initiatives	12	12	12	12	12
Field evaluation / audits of solid waste service providers	12	12	12	12	12
Conduct commercial and industrial multi-media audits	NA	NA	NA	60	60
Sample industrial & commercial pre-treatment generators	NA	NA	NA	13	13
Phase II stormwater construction audits	12	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
100-118-002**

<u>Expenditures by Major Object</u>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel Services	600,776	653,572	738,894	737,416	779,348
Supplies	86,145	94,169	106,750	106,537	100,750
Maintenance Services	301,816	337,467	370,761	370,019	378,000
	1,046,147	1,149,747	1,336,114	1,333,442	1,454,500
Total	2,034,884	2,234,955	2,552,519	2,547,414	2,712,598

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>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Annual major work orders completed	6,342	6,357	7,600	6,800	7,000
Non-emergency work orders completed within seven working days	96%	96%	96%	96%	96%
Annual emergency call outs (after hours)	88	66	100	100	100
Number of facilities maintained	96	99	99	100	100
Percent of preventative maintenance tasks completed on schedule	96%	96%	98%	96%	98%

**Public Works - Fleet Services
100-108-001**

<u>Expenditures by Major Object</u>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel Services	748,989	746,308	813,920	812,292	854,131
Supplies	532,125	504,158	525,950	524,898	436,000
Maintenance	278,078	284,995	251,000	250,498	300,000
Services	24,103	23,471	29,350	29,291	36,400
Total	1,583,295	1,558,930	1,620,220	1,616,979	1,626,531

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>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Percent of user satisfaction with services	100%	100	100%	100%	100%
Percent of total fleet availability (daily)	99%	99	99%	99%	99%
Percent of repairs completed within 24 hours	98%	98	98%	98%	98%
Average number of work orders performed monthly	290	300	300	300	325

FY 2018-19 APPROVED OPERATING BUDGET
GENERAL FUND DEPARTMENTAL SUMMARY
417 - DEVELOPMENT SERVICES

Expenditures by Division	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Administration	214,052	221,568	227,421	226,966	240,044
Building Inspection	807,225	818,195	821,120	819,478	869,216
Planning	313,227	327,182	347,730	347,035	359,763
Total	1,334,504	1,366,945	1,396,271	1,393,479	1,469,023

PERSONNEL - FULL TIME EQUIVALENTS (FTE)

<u>DEVELOPMENT SERVICES</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2018</u>	<u>2019</u>
Development Services Director	1	1	1	1	1
Development Services Assistant 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 Technician	1	1	1	1	1
TOTAL FULL-TIME POSITIONS	15.00	15.00	15.00	15.00	15.00

**Development Services - Administration
100-417-001**

<u>Expenditures by Major Object</u>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel Services	189,232	196,735	202,291	201,886	214,914
Supplies	13,098	12,758	16,200	16,168	16,200
Services	11,722	12,075	8,930	8,912	8,930
Total	214,052	221,568	227,421	226,966	240,044

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>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Square feet of commercial construction	799,024	170,000	180,000	200,000	200,000
Square feet of industrial construction	432,178	5,000	5,000	15,000	10,000

**Development Services - Building Inspections
100-417-002**

Expenditures by Major Object	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel Services	715,920	728,244	740,791	739,309	788,887
Supplies	18,819	24,567	25,146	25,096	25,146
Services	72,486	65,384	55,183	55,073	55,183
Total	807,225	818,195	821,120	819,478	869,216

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>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Average number of days for plan review comments to be forwarded to applicant:					
- residential	1.2	1.6	3.0	3.0	3.0
- signs	0.9	1.5	3.0	3.0	3.0
- commercial alterations and finish	2.5	5.8	10.0	10.0	10.0
- new commercial buildings	5.2		15		
Number of new professional licenses / certifications attained:	NA	NA	3.0	3.0	3.0
Average number of days to respond to nuisance and zoning complaints	1.0	1.0	1.0	1.0	1.0

**Development Services - Planning
100-417-003**

Expenditures by Major Object	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel Services	303,041	311,819	324,200	323,552	336,233
Supplies	5,078	3,542	10,530	10,509	10,530
Services	5,108	11,821	13,000	12,974	13,000
Total	313,227	327,182	347,730	347,035	359,763

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>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Average staff processing time for initial review of zoning, conditional and special use applications (days)	19	14	19	19	19
Average response from applicant regarding initial review (days)	7	7	7	7	7
Public hearing case preparation time	16	13	16	16	16
Variance application processing time	36	30	36	36	36
Administrative site plan processing time	30	35	30	30	30
Number of workshops with the Planning and Zoning Commission	3	1	3	3	3

FY 2018-19 APPROVED OPERATING BUDGET
FUND 130 - DEBT SERVICE

- Budget At-A-Glance -

REVENUE AND OTHER FINANCING SOURCES:	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Property Taxes	10,772,371	12,057,538	11,302,704	12,932,510
Transfers from Other Funds	4,087,250	2,787,924	3,097,099	2,454,135
Interest Income	145,814	105,000	195,550	150,000
Total	15,005,435	14,950,462	14,595,352	15,536,645
EXPENDITURES AND OTHER FINANCING USES:	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
General Obligation Debt Payments	11,674,025	9,668,071	9,668,071	9,722,771
Certificates of Obligation Debt Payments	4,061,585	4,141,845	5,081,325	5,645,007
Tax Notes and Notes Payable	677,275	760,715	760,715	611,763
Fiscal Agent & Bond Issuance Fees	1,430,237	60,000	9,554	10,000
Pymt to Refund Bond Escrow Agent	0	0	0	0
Total	17,843,122	14,630,631	15,519,665	15,989,541
TOTAL OUTSTANDING DEBT: ⁽¹⁾	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
General Obligation	112,158,646	104,426,015	104,426,015	93,863,544
Certificates of Obligation	20,046,548	40,341,607	40,341,607	80,064,488
Sales Tax Revenue Bonds	28,674,237	27,080,828	27,080,828	22,378,947
Tax Notes and Notes Payable	2,629,605	2,821,051	2,821,051	4,490,888
Total	163,509,036	174,669,501	174,669,501	200,797,867

⁽¹⁾ Total Principal and Interest; Does not include Tax Increment Financing (TIRZ) debt obligations.
As of October 1, 2018 total outstanding principal and interest of TIRZ obligations is \$18,391,950.

FY 2018-19 APPROVED OPERATING BUDGET
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
DEBT SERVICE FUND

	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
BEGINNING FUND BALANCE:	17,358,435	13,760,383	10,922,696	10,922,696	9,998,383
OPERATING REVENUE:					
Property Taxes - Current	11,078,151	10,695,120	11,987,538	11,127,124	12,862,510
Property Taxes - Delinquent	86,325	77,252	70,000	175,579	70,000
Interest Income	89,081	145,814	105,000	195,550	150,000
Total Operating Revenue	11,253,558	10,918,185	12,162,538	11,498,253	13,082,510
TRANSFERS IN:					
Transfer from CVB Fund	1,081,644	1,081,066	1,195,210	1,195,210	1,057,691
Transfer from Economic Development Fund	1,595,436	1,593,409	1,592,714	1,592,714	1,396,444
Transfer from General Facility CIP Fund	0	0	0	309,175	0
Bond Proceeds/Refunding/Premiums	0	1,412,775	0	0	0
Total Transfers In	2,677,080	4,087,250	2,787,924	3,097,099	2,454,135
TOTAL REVENUE AND TRANSFERS	13,930,638	15,005,435	14,950,462	14,595,352	15,536,645
OPERATING EXPENDITURES:					
G.O. Bond Interest Payments	3,587,895	3,359,025	3,063,071	3,063,071	2,837,771
G.O. Bond Principal Payments	9,500,000	8,315,000	6,605,000	6,605,000	6,885,000
C.O. Interest Payments	1,750,690	1,664,721	1,848,151	1,867,631	2,529,417
C.O. Principal Payments	2,000,095	2,396,864	2,293,694	3,213,694	3,115,590
Tax and Note Interest Payments	69,289	89,456	43,120	43,120	21,763
Tax and Note Principal Payments	571,533	587,819	717,595	717,595	590,000
Fiscal Agent & Bond Fees	49,187	1,430,237	60,000	9,554	10,000
Total Operating Expenditures	17,528,689	17,843,122	14,630,631	15,519,665	15,989,541
TRANSFERS OUT:	0	0	0	0	0
TOTAL EXPENDITURES AND TRANSFERS	17,528,689	17,843,122	14,630,631	15,519,665	15,989,541
SURPLUS / (DEFICIT)	(3,598,052)	(2,837,687)	319,831	(924,313)	(452,896)
ENDING FUND BALANCE:	13,760,383	10,922,696	11,242,527	9,998,383	9,545,487
FUND BALANCE REQUIREMENT:	3,457,714	3,519,739	2,886,042	3,061,413	3,154,101

* Fund balance requirement is 20% of total budgeted expenditures (72 days of operation).
The FY 2018-19 projected Ending Fund Balance represents **218** days of operation.

**FY 2018-19 APPROVED OPERATING BUDGET
REVENUE DETAIL
DEBT SERVICE FUND**

Account / Description	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved	Change From FY17 Actual	Change From FY18 Budget
31100 General Property Tax - Current	11,078,151	10,695,120	11,987,538	11,127,124	12,862,510	20%	7%
31101 General Property Tax - Delinquent	27,030	22,477	30,000	117,998	30,000	33%	0%
31103 G.P.T. - Penalty Interest	59,295	54,775	40,000	57,581	40,000	-27%	0%
39230 Interest Income from Investments	91,354	156,218	105,000	201,598	150,000	-4%	43%
39250 Change in Investment Value	(2,273)	(10,405)	0	(6,048)	0	-100%	0%
OPERATING REVENUE	11,253,558	10,918,185	12,162,538	11,498,253	13,082,510	20%	8%
39997 Premium on Debt Refunding	0	1,365,000	0	0	0	-100%	0%
39998 Other Financing Sources	0	47,775	0	0	0	-100%	0%
53115 Transfer from CVB Fund	1,081,644	1,081,066	1,195,210	1,195,210	1,057,691	-2%	-12%
53124 Transfer from Econ Devl Fund	1,595,436	1,593,409	1,592,714	1,592,714	1,396,444	-12%	-12%
53177 Transfer from Gen Fac CIP Fund	0	0	0	309,175	0	0%	0%
TRANSFERS IN	2,677,080	4,087,250	2,787,924	3,097,099	2,454,135	-40%	-12%
Total Fund Revenues	13,930,638	15,005,435	14,950,462	14,595,352	15,536,645	4%	4%

AGGREGATE DEBT SERVICE

City of Grapevine, Texas
Aggregate General Obligation Debt Outstanding
As of December 15, 2018

Period Ending	Principal	Interest	Debt Service
09/30/2019	12,650,590	5,781,149.30	18,431,739.30
09/30/2020	10,867,553	5,335,489.55	16,203,042.55
09/30/2021	10,550,000	4,886,892.52	15,436,892.52
09/30/2022	9,615,000	4,457,648.77	14,072,648.77
09/30/2023	8,825,000	4,053,217.52	12,878,217.52
09/30/2024	8,920,000	3,666,367.52	12,586,367.52
09/30/2025	9,330,000	3,317,964.40	12,647,964.40
09/30/2026	9,750,000	2,951,733.15	12,701,733.15
09/30/2027	7,500,000	2,560,087.52	10,060,087.52
09/30/2028	7,465,000	2,241,729.39	9,706,729.39
09/30/2029	7,830,000	1,922,326.26	9,752,326.26
09/30/2030	7,600,000	1,620,101.26	9,220,101.26
09/30/2031	7,705,000	1,336,153.76	9,041,153.76
09/30/2032	8,060,000	1,022,850.01	9,082,850.01
09/30/2033	8,405,000	670,815.64	9,075,815.64
09/30/2034	3,295,000	437,431.27	3,732,431.27
09/30/2035	3,390,000	329,653.14	3,719,653.14
09/30/2036	2,800,000	227,743.76	3,027,743.76
09/30/2037	2,885,000	131,809.38	3,016,809.38
09/30/2038	2,375,000	41,562.50	2,416,562.50
	149,818,143	46,992,726.62	196,810,869.62

AGGREGATE DEBT SERVICE

Grapevine 4B Economic Development Corporation Aggregate Sales Tax Revenue Debt Outstanding As of December 15, 2018

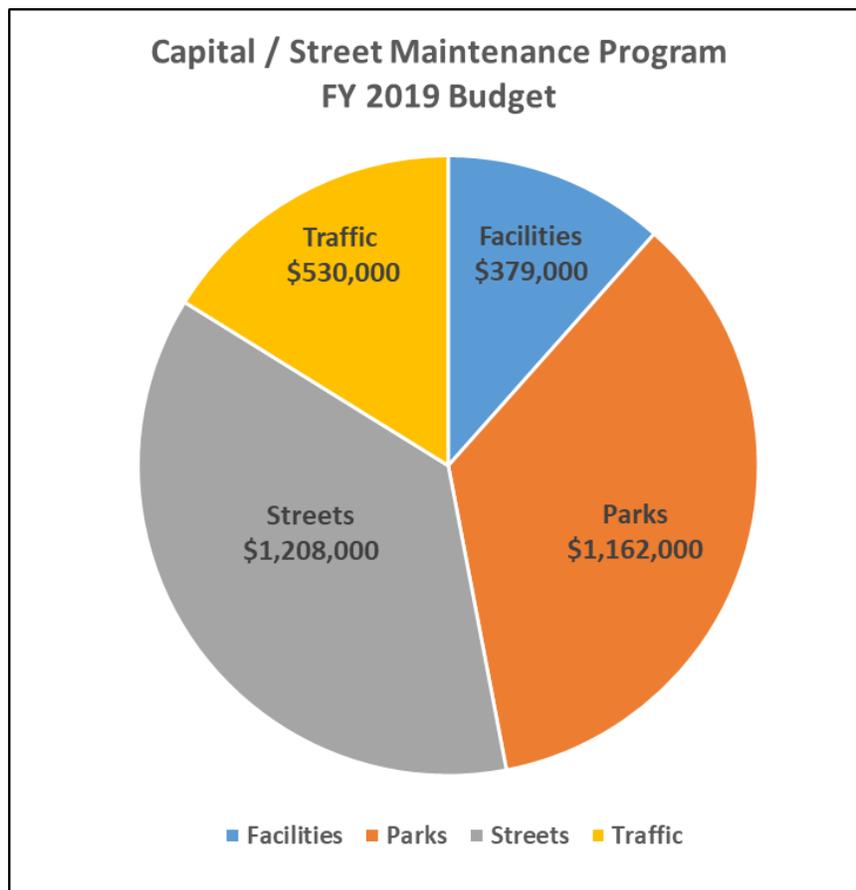
Period Ending	Principal	Interest	Debt Service
09/30/2019	820,000	576,443.76	1,396,443.76
09/30/2020	850,000	551,393.76	1,401,393.76
09/30/2021	875,000	525,518.76	1,400,518.76
09/30/2022	900,000	498,893.76	1,398,893.76
09/30/2023	930,000	471,443.76	1,401,443.76
09/30/2024	955,000	443,168.76	1,398,168.76
09/30/2025	985,000	413,453.13	1,398,453.13
09/30/2026	1,015,000	381,568.75	1,396,568.75
09/30/2027	1,050,000	348,012.50	1,398,012.50
09/30/2028	1,085,000	311,962.50	1,396,962.50
09/30/2029	1,125,000	273,287.50	1,398,287.50
09/30/2030	1,170,000	230,200.00	1,400,200.00
09/30/2031	1,220,000	182,400.00	1,402,400.00
09/30/2032	1,265,000	132,700.00	1,397,700.00
09/30/2033	1,315,000	81,100.00	1,396,100.00
09/30/2034	1,370,000	27,400.00	1,397,400.00
	16,930,000	5,448,946.94	22,378,946.94

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 \$379,000 and Parks maintenance projects are budgeted at \$1,162,000 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 \$1,208,000. 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 \$530,000 for FY19.



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 2018-19 APPROVED OPERATING BUDGET
 FUND 174 - CAPITAL / STREET MAINTENANCE PROGRAM

- Budget At-A-Glance -

REVENUE AND OTHER FINANCING SOURCES:	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Transfers In	3,279,000	2,645,000	3,114,775	3,020,000
Interest Income	25,378	24,000	30,226	24,000
Total	3,478,415	2,669,000	3,212,129	3,044,000
EXPENDITURES AND OTHER FINANCING USES:	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Facilities Maintenance Projects	552,828	426,000	509,460	379,000
Parks Maintenance Projects	1,821,675	1,097,000	852,198	1,162,000
Street Maintenance and Overlay	1,405,307	1,255,000	1,290,062	1,208,000
Traffic Signal, Striping and Signing Maint.	475,042	501,000	474,822	530,000
Total	4,254,852	3,279,000	3,126,542	3,279,000

FY 2018-19 APPROVED OPERATING BUDGET
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
FUND 174 - CAPITAL / STREET MAINTENANCE PROGRAM

	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
BEGINNING FUND BALANCE:	1,917,887	1,613,115	836,677	836,677	922,264
OPERATING REVENUE:					
Interest Income	11,721	25,378	24,000	30,226	24,000
Participation	0	24,822	0	66,516	0
Miscellaneous	59,118	149,215	0	612	0
Total Operating Revenue	70,839	199,415	24,000	97,354	24,000
TRANSFERS IN:	3,279,000	3,279,000	2,645,000	3,114,775	3,020,000
TOTAL REVENUE AND TRANSFERS	3,349,839	3,478,415	2,669,000	3,212,129	3,044,000
OPERATING EXPENDITURES:					
Facilities Maintenance	446,338	552,828	426,000	509,460	379,000
Parks Maintenance	1,164,426	1,821,675	1,097,000	852,198	1,162,000
Street Maintenance and Overlay	1,241,052	1,405,307	1,255,000	1,290,062	1,208,000
Traffic Signal, Striping and Signing Maint.	414,974	475,042	501,000	474,822	530,000
Total Operating Expenditures	3,266,790	4,254,852	3,279,000	3,126,542	3,279,000
TRANSFERS OUT:	387,821	0	0	0	0
TOTAL EXPENDITURES AND TRANSFERS	3,654,611	4,254,852	3,279,000	3,126,542	3,279,000
SURPLUS / (DEFICIT)	(304,772)	(776,438)	(610,000)	85,586	(235,000)
ENDING FUND BALANCE:	1,613,114.91	836,677	226,677	922,264	687,264

**FY 2018-19 APPROVED OPERATING BUDGET
CAPITAL / STREET MAINTENANCE PROGRAM
FACILITIES MAINTENANCE PROJECTS**

<u>FACILITIES MAINTENANCE PROJECTS:</u>		FY 2018-19 <u>Approved</u>
174-74004-118-001	City Hall	60,000
174-74004-118-002	The Rec	140,000
174-74004-118-003	Public Safety Building	28,000
174-74004-118-004	Municipal Service Center	20,000
174-74004-118-005	Library	20,000
174-74004-118-009	Park Facilities	25,000
174-74004-118-011	Police Substation	6,000
174-74004-118-012	Roof Program	20,000
174-74004-118-018	Service Center Storage Area	25,000
174-74004-118-020	Electrical Maintenance & Repairs	20,000
174-74004-118-024	Energy Efficiency Upgrades	15,000
<u>TOTAL FACILITIES MAINTENANCE PROJECTS:</u>		<u>\$379,000</u>

**FY 2018-19 APPROVED OPERATING BUDGET
CAPITAL / STREET MAINTENANCE PROGRAM
PARKS MAINTENANCE PROJECTS**

<u>PARKS MAINTENANCE PROJECTS:</u>		<u>FY 2018-19 Approved</u>
174-74015-312-051	Irrigation Systems	50,000
174-74015-312-052	Landscaping	250,000
174-74015-312-053	Electrical Replacement/Repair	10,000
174-74015-312-054	Court Resurfacing	15,000
174-74015-312-055	Athletic Field Maintenance	10,000
174-74015-312-056	Trail Maintenance	20,000
174-74015-312-059	Water Drinking Fountains	25,000
174-74015-312-060	Park Signage Replacement	75,000
174-74015-312-061	Trash Receptacle Replacement	20,000
174-74015-312-063	Park Maintenance Projects	35,000
174-74015-312-065	Playground Surfacing Replacement	35,000
174-74015-312-066	Small Park Amenities Replacement	30,000
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	150,000
174-74015-312-075	Holiday Decorations Upgrade & Replacement	20,000
174-74015-312-077	Park Facility Upgrade/Improvements	55,000
174-74015-312-079	Oak Grove Ballfield Complex	117,000
174-74015-312-082	Botanical Gardens	20,000
TOTAL PARKS MAINTENANCE PROJECTS		1,162,000

**FY 2018-19 APPROVED OPERATING BUDGET
CAPITAL / STREET MAINTENANCE PROGRAM
STREET AND SIGNAL MAINTENANCE PROJECTS**

		FY 2018-19
<u>STREET & SIGNAL MAINTENANCE PROJECTS:</u>		<u>Approved</u>
174-43301-415-090	Annual Street Maintenance & Overlay Program	1,208,000
174-43301-415-093	Traffic Signal, Signing & Striping Maintenance	530,000
TOTAL STREET & SIGNAL MAINTENANCE PROJECTS:		\$1,738,000

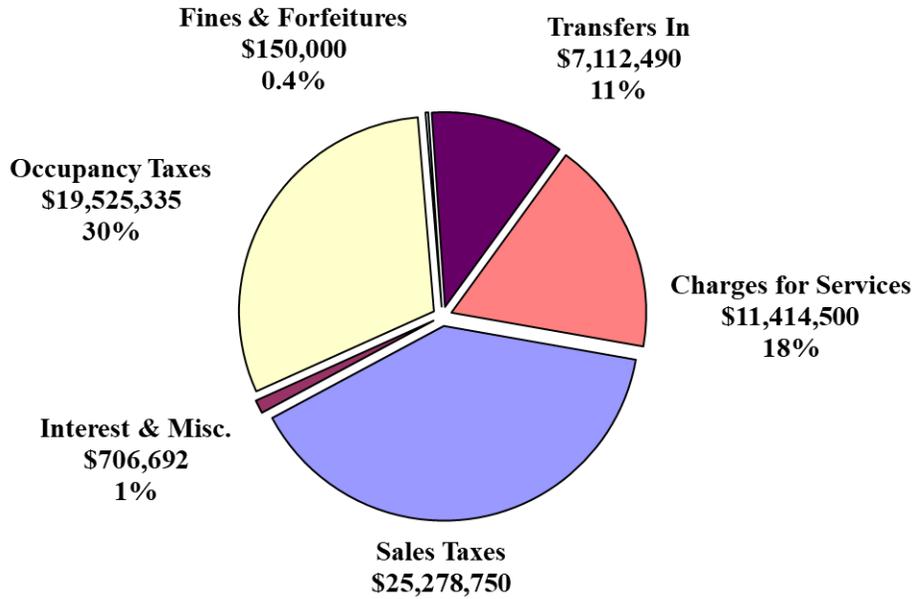
CITY OF GRAPEVINE, TEXAS
 FY 2018-19 APPROVED OPERATING BUDGET
 SUMMARY TABLE OF ALL FUNDS

-- 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				14,445,000		10,833,750		25,278,750
Occupancy Taxes	14,313,754	5,211,581						19,525,335
Fines and Forfeitures				150,000				150,000
Charges for Services	7,135,000		1,431,500		2,848,000			11,414,500
Interest Income	15,000	75,000	12,500	30,000		10,000	150,000	292,500
Transfers In	444,610			3,056,630			3,611,250	7,112,490
Miscellaneous	382,692			6,500	25,000			414,192
Total Revenues	22,291,056	5,286,581	1,444,000	17,688,130	2,873,000	10,843,750	3,761,250	64,187,767¹
EXPENDITURES								
AND OTHER FINANCING USES:								
Personnel	6,643,975		549,651	12,615,162	397,274		504,552	20,710,614
Supplies	859,050	100,000	29,700	560,479	202,850		6,300	1,758,379
Maintenance	858,500		125,000	180,000	193,250			1,356,750
Services	10,015,668	5,186,581	234,655	1,281,571	1,083,389		1,489,871	19,291,735
Insurance	1,305,169		162,006	3,050,918	85,976		58,083	4,662,152
Transfers Out	2,561,336		108,300		689,893	444,610	1,702,444	5,506,583
Intergovernmental / Inter-Agency						10,389,140		10,389,140
Capital Outlay	13,000		210,000		103,000			326,000
Total Expenditures	22,256,698	5,286,581	1,419,312	17,688,130	2,755,632	10,833,750	3,761,250	64,001,353¹
NET CHANGE IN FUND BALANCE	34,358	0	24,688	0	117,368	10,000	0	186,414
BEGINNING FUND BALANCE	15,526,723	10,638,618	1,692,077	(540,367)	(2,476,810)	1,620,661	3,187,507	29,741,994
ENDING FUND BALANCE	15,561,081	10,638,618	1,716,765	(540,367)	(2,359,442)	1,630,661	3,187,507	29,928,408

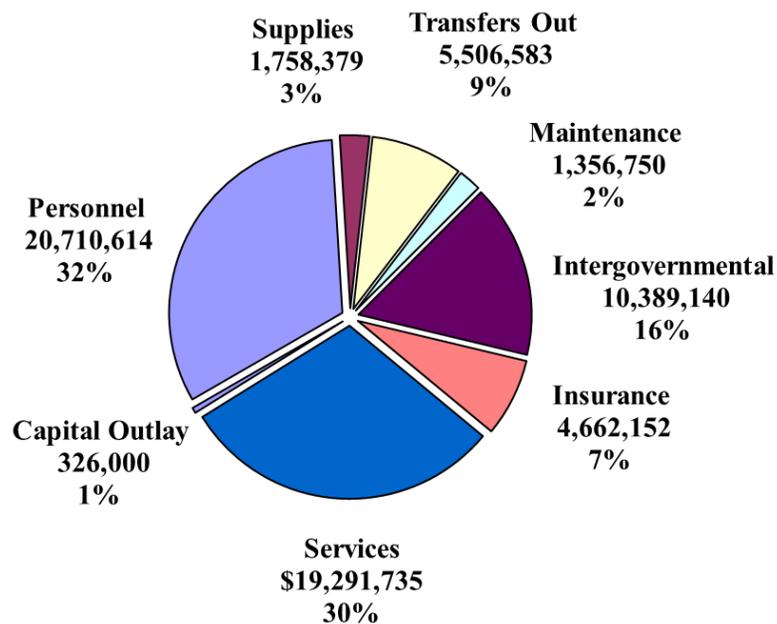
REVENUE FUNDING SOURCES

"Where The Money Comes From"



EXPENDITURE FUNDING USES

"Where the Money Goes"



Revenue and Other Financing Sources

FY19 revenue is budgeted at \$64.1 million, an increase of \$1.1 million (2%) from the previous year. Revenue in the Convention & Visitors fund, the largest of the category, is budgeted at \$22.3 million and represents an increase of \$1.2 million from the previous budget year.

Sales Taxes represent the largest revenue stream at 39% of total revenues. Sales taxes are budgeted at \$25.2 million, split equally between the CCPD and 4B funds. Collections in FY18 were \$27.7 million, and represented an increase of 4% from the prior year. In the 4B Transit fund, 3/8-cent of collections are remitted to the Fort Worth Transportation Authority (Trinity Metro) in support of commuter rail.

SALES TAXES	<u>FY-2013</u>	<u>FY-2014</u>	<u>FY-2015</u>	<u>FY-2016</u>	<u>FY-2017</u>	<u>FY-2018</u>
SPECIAL REVENUE FUNDS						
4B Transit (3/8 cent)	\$8,715,679	\$9,240,844	\$9,573,493	\$9,881,507	\$9,408,363	\$9,815,379
4B Capital (1/8 cent)	\$3,574,738	\$3,771,644	\$3,982,577	\$4,170,133	\$4,062,180	\$4,256,509
CCCPD (1/2 cent)	\$11,958,485	\$12,630,599	\$13,196,743	\$13,517,360	\$13,229,439	\$13,670,499
Collections	\$24,248,902	\$25,643,087	\$26,752,813	\$27,569,000	\$26,699,982	\$27,742,387
Increase / (Decrease)	\$1,324,544	\$1,394,186	\$1,109,725	\$816,187	(\$869,018)	\$1,042,405
% Change	6%	6%	4%	3%	-3%	4%

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 \$19.5 million and are the second largest source of revenue at 30%. FY18 collections are estimated at \$19.8 million and represent a 6% increase 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-2013</u>	<u>FY-2014</u>	<u>FY-2015</u>	<u>FY-2016</u>	<u>FY-2017</u>	<u>FY-2018</u>
Collections	\$12,772,217	\$14,025,119	\$18,096,508	\$18,963,787	\$18,800,655	\$19,870,081
Increase / (Decrease)	\$527,166	\$1,252,902	\$4,071,389	\$867,279	(\$163,133)	\$1,069,426
% Change	4%	10%	29%	5%	-1%	6%

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 \$11.4 million, up \$550,000 from the previous year. Revenue from festivals is projected at \$3.7 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 \$730,000.

CHARGES FOR SERVICES	<u>FY-2013</u>	<u>FY-2014</u>	<u>FY-2015</u>	<u>FY-2016</u>	<u>FY-2017</u>	<u>FY-2018</u>
SPECIAL REVENUE FUNDS						
CVB	\$5,820,755	\$6,262,456	\$6,992,868	\$7,215,515	\$7,525,829	\$7,551,615
Stormwater Drainage	\$1,388,412	\$1,383,959	\$1,390,438	\$1,419,671	\$1,422,563	\$1,437,345
Lake Parks	\$1,987,139	\$2,159,318	\$1,139,014	\$570,268	\$2,294,840	\$2,525,074
Collections	\$9,196,306	\$9,805,733	\$9,522,320	\$9,205,454	\$11,243,232	\$11,514,034
Increase / (Decrease)	\$201,332	\$609,427	(\$283,413)	(\$316,866)	\$2,037,778	\$270,802
% Change	2%	7%	-3%	-3%	22%	2%

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 \$2.8 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 2018, generating revenue of \$2.5 million.

Expenditures and Other Financing Uses

Expenditures of Special Revenue funds total \$64 million, an increase of \$1 million (2%) from the prior year's budget. The Convention & Visitors fund accounts for the largest percentage of expenditures, at 35%. The CCPD fund is the second largest cost center at 28%, while the 4B Transit fund accounts for 17% of total expenditures. Total expenditures in FY18 were \$57.2 million, down -19% 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>	<u>FY-2018</u>
Total Expenditures By Fund						
Convention & Visitors ⁽¹⁾	\$19,950,452	\$19,667,002	\$17,628,011	\$18,299,208	\$19,559,626	\$20,921,397
CVB Incentives	NA	NA	\$1,867,575	\$2,452,482	\$3,242,414	\$4,729,229
Stormwater Drainage	\$2,552,910	\$2,047,548	\$1,845,263	\$1,171,487	\$1,143,420	\$1,324,489
Crime Control & Prevention	\$13,302,380	\$13,476,141	\$13,396,627	\$14,070,170	\$15,374,215	\$16,216,090
Lake Parks	\$1,902,732	\$2,489,347	\$1,558,331	\$1,778,552	\$2,232,369	\$2,483,890
4B Transit ⁽²⁾	\$9,294,702	\$41,790,000	\$11,060,669	\$9,881,507	\$9,883,612	\$8,203,502
Economic Development	NA	\$91,820	\$2,924,434	\$3,830,343	\$19,545,762	\$3,367,380
Municipal Court Technology	\$23,472	\$31,875	\$55,825	NA	NA	NA
Total	\$47,026,648	\$79,593,733	\$50,336,736	\$51,483,749	\$70,981,418	\$57,245,977
Increase / (Decrease)	\$3,299,679	\$32,567,085	-\$29,256,997	\$1,147,013	\$19,497,669	-\$13,735,441
% Change	8%	69%	-37%	2%	38%	-19%
(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 largest expenditure category, totaling 32% of budgeted expenditures. Personnel expenses are budgeted at \$20.7 million, with public safety employees in the CCPD fund accounting for 61% of the total.

Convention & Visitors	\$6,643,975	32.1%
Stormwater Drainage	\$549,651	2.7%
Crime Control & Prevention	\$12,615,162	60.9%
Economic Development	\$504,552	2.4%
Lake Parks	\$397,274	1.9%
Total	\$20,710,614	100.0%

The CCPD fund also contains the majority of total authorized positions with 131.0 full-time positions, unchanged from the previous budget year.

The FY 2019 budget contains one sales manager position in the Convention & Visitors Bureau fund, as well as three additional shuttle drivers. Included in the Lake Parks Special Revenue fund is new environmental education coordinator position.

Authorized positions (full-time positions only) total 69.0 in the Convention & Visitors Bureau fund, 8.0 in the Stormwater Drainage fund, 4.5 in the Lake Parks fund, and 3.5 in the Economic Development fund. Actual expenditures in FY1 totaled \$18.5 million and represented an increase of \$1 million (5%) over FY17.

Supplies are budgeted at \$1.75 million. Actual expenditures in FY18 totaled \$2.2 million and represented a decrease of 2% from FY17. Supplies represent 3% of Special Revenue Fund expenditures, the same as the previous budget year.

Convention & Visitors	\$859,050	48.9%
CVB Incentives	\$100,000	5.7%
Stormwater Drainage	\$29,700	1.7%
Crime Control & Prevention	\$560,479	31.9%
Economic Development	\$6,300	0.4%
Lake Parks	\$202,850	11.5%
Total	\$1,758,379	100.0%

Services are budgeted at \$19.3 million and represent a decrease of \$2.3 million (-11%) from FY18. 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 million and represent 52% of the total. Expenditures for services in the CCPD fund are budgeted at \$1.2 million and are primarily comprised of charges for fleet maintenance charges, and technology charges. Total expenditures for services in FY18 were \$21 million and represent an increase of \$800,000 from the prior year. Services represent 30% of Special Revenue Fund expenditures, down from 34% the previous budget year.

Convention & Visitors	\$10,015,668	51.9%
CVB Incentives	\$5,186,581	26.9%
Stormwater Drainage	\$234,655	1.2%
Crime Control & Prevention	\$1,281,571	6.6%
Lake Parks	\$1,083,389	5.6%
Economic Development	\$1,489,871	7.7%
Total	\$19,291,735	100.0%

Insurance charges are budgeted at \$4.6 million and represent employee health/life/dental costs as well as property and casualty costs. Beginning in FY19, the allocation also includes costs for retiree coverage for each respective operating fund.

Convention & Visitors	\$1,305,169	6.3%
Stormwater Drainage	\$162,006	0.8%
Crime Control & Prevention	\$3,050,918	14.7%
Economic Development	\$58,083	0.3%
Lake Parks	\$85,976	0.4%
Total	\$4,662,152	22.5%

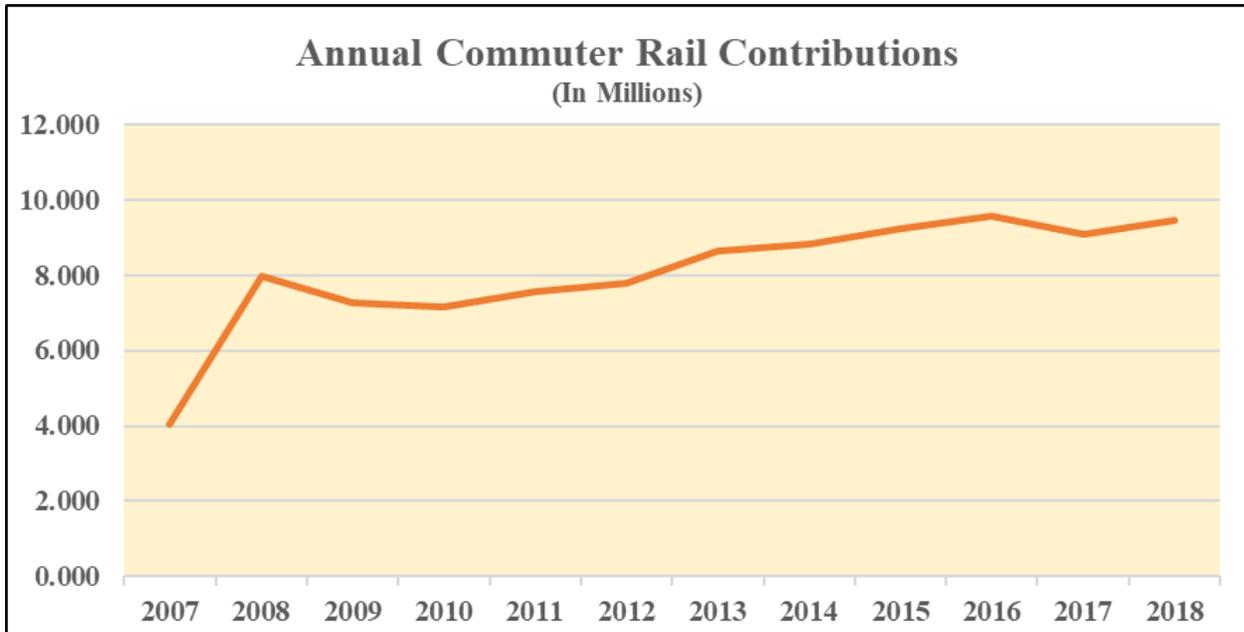
Transfers Out are budgeted at \$5.5 million, down \$3.3 million from the previous year. Transfers out primarily consist of administrative fee payments to the General fund in lieu of taxes. Other transfers include principal and interest

Convention & Visitors	\$2,561,336	46.5%
Stormwater Drainage	\$108,300	2.0%
Economic Development	\$1,702,444	30.9%
4B Transit	\$444,610	8.1%
Lake Parks	\$689,893	12.5%
Total	\$5,506,583	100.0%

payments to the Debt Service fund and funding for replacement vehicles and equipment purchased via the Capital Equipment Acquisition fund. Actual expenditures in FY1 totaled \$8.5 million. Transfers represent 16% of Special Revenue Fund expenditures.

Intergovernmental expenditures are budgeted at \$10.4 million and represents contractual payments from the 4B fund to Trinity Metro for TEXRail. This amount represents 75% of the ½ cent sales tax collected for economic development. Service is scheduled to begin January 5, 2019 and will begin with 40 daily runs initially. Service is expected to ramp up to 70 daily runs by the end of the year. Ridership is initially projected at 8,000 passengers annually.

Since the enactment of the 3/8-cent sales tax for commuter rail in April 2007, payments to Trinity Metro are in excess of \$92 million.



FY 2018-19 APPROVED OPERATING BUDGET
FUNDS 115 & 216 - CONVENTION AND VISITORS BUREAU

- Budget At-A-Glance -

REVENUE AND OTHER FINANCING SOURCES:	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved	
Occupancy Taxes	13,848,845	13,263,151	15,471,244	14,313,754	
Facility Rental Income	740,218	891,000	873,491	730,000	
Interest Income	107,933	50,000	261,730	15,000	
Sales & Merchandise	693,286	633,000	737,500	670,000	
Train Operations	2,193,028	1,900,000	2,414,651	1,900,000	
Festivals & New Vintage	3,784,733	3,400,000	3,422,822	3,700,000	
Visitor Shuttle System	114,565	135,000	103,151	135,000	
Transfers In	330,613	385,150	351,077	444,610	
Miscellaneous	455,823	362,692	358,809	382,692	
Total	22,269,044	21,019,993	23,994,476	22,291,056	
EXPENDITURES AND OTHER FINANCING USES:	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved	
Personnel	5,675,502	6,361,185	6,348,463	6,643,975	
Supplies	673,654	762,150	760,626	859,050	
Maintenance	244,417	569,350	568,211	858,500	
Services	4,858,162	5,728,900	5,717,442	4,683,192	
Insurance	0	0	0	1,305,169	
Festival & Train Operations	4,951,624	4,963,153	4,953,227	5,332,476	
Transfers Out	3,053,550	2,485,109	2,530,015	2,561,336	
Capital Outlay	102,718	43,500	43,413	13,000	
Total	19,559,626	20,913,347	20,921,397	22,256,698	
EXPENDITURES AND PERSONNEL BY PROGRAM:	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved	Personnel ⁽¹⁾
Sales, Promotions and Administration	11,153,158	11,847,550	11,828,825	12,708,606	34.00
Facilities	1,596,526	1,818,548	1,814,911	1,774,040	13.00
Festivals & New Vintage	3,623,812	4,019,738	4,011,699	4,142,446	5.00
Grapevine Vintage Railroad	2,567,374	2,427,811	2,422,955	2,707,536	8.00
Visitor Shuttle System	605,720	770,300	768,765	889,220	9.00
Sister Cities	8,128	22,300	22,255	22,300	NA
Wine Pouring Society	4,908	7,100	7,086	12,550	NA
Total	19,559,626	20,913,347	20,876,496	22,256,698	69.00

⁽¹⁾ Full-time equivalent positions (FTE)

FY 2018-19 APPROVED OPERATING BUDGET
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
CONVENTION AND VISITORS BUREAU FUND

	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
BEGINNING FUND BALANCE:	6,000,843	9,744,227	12,453,644	12,453,644	15,526,723
OPERATING REVENUE:					
Occupancy Taxes	13,955,600	13,848,845	13,263,151	15,471,244	14,313,754
Facility Rental Income	697,334	740,218	891,000	873,491	730,000
Interest Income	42,887	107,933	50,000	261,730	15,000
Sales & Merchandise	620,413	693,286	633,000	737,500	670,000
Train Operations	2,010,032	2,193,028	1,900,000	2,414,651	1,900,000
Festivals & New Vintage	3,743,242	3,784,733	3,400,000	3,422,822	3,700,000
Visitor Shuttle System	144,493	114,565	135,000	103,151	135,000
Miscellaneous Income	497,464	455,823	362,692	358,809	382,692
Total Operating Revenue	21,711,466	21,938,430	20,634,843	23,643,399	21,846,446
TRANSFERS IN:					
Transfer from 4B Economic Devl. Fund	331,126	330,613	385,150	348,816	444,610
Transfer from Special Revenue Fund	0	0	0	2,261	0
Total Transfers In	331,126	330,613	385,150	351,077	444,610
TOTAL REVENUE & TRANSFERS	22,042,591	22,269,044	21,019,993	23,994,476	22,291,056
OPERATING EXPENDITURES:					
Personnel	5,666,550	5,675,502	6,361,185	6,348,463	6,643,975
Supplies	775,577	673,654	762,150	760,626	859,050
Maintenance	246,825	244,417	569,350	568,211	858,500
Services	4,236,108	4,858,162	5,728,900	5,717,442	4,683,192
Insurance	0	0	0	0	1,305,169
Festival & Train Operations	4,153,757	4,951,624	4,963,153	4,953,227	5,332,476
Capital Outlay	84,991	102,718	43,500	43,413	13,000
Total Operating Expenditures	15,163,809	16,506,077	18,428,238	18,391,382	19,695,362
TRANSFERS OUT:					
Transfer to General Fund - Admin Fee	1,465,969	1,428,542	1,094,581	1,139,487	1,455,526
Transfer to GTRP Fund	25,000	25,000	25,000	25,000	25,000
Trans. to Debt Service Fund	1,081,644	1,081,066	1,195,210	1,195,210	1,055,810
Transfer to Capital Projects Fund	400,000	0	0	0	0
Transfer to Permanent Capital Maint.	120,823	68,941	0	0	0
Transfer to Capital Equip Acquisition Fund	11,963	450,000	145,318	145,318	0
Transfer to Historic Preservation Fund	30,000	0	25,000	25,000	25,000
Total Transfers Out	3,135,399	3,053,550	2,485,109	2,530,015	2,561,336
TOTAL EXPENDITURES & TRANSFERS	18,299,208	19,559,626	20,913,347	20,921,397	22,256,698
SURPLUS / (DEFICIT)	3,743,384	2,709,417	106,646	3,073,080	34,358
ENDING FUND BALANCE:	9,744,227	12,453,644	12,560,290	15,526,723	15,561,081
FUND BALANCE REQUIREMENT:	2,492,681	2,713,328	3,029,299	3,023,241	3,237,594

* Fund balance requirement is 16.4% of total budgeted expenditures (60 days of operation).
The FY 2018-19 projected Ending Fund Balance represents **288** days of operation.

**FY 2018-19 APPROVED OPERATING BUDGET
REVENUE DETAIL
CONVENTION & VISITORS BUREAU (FUNDS 115 & 216)**

Account / Description	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved	Change From FY17 Actual	Change From FY18 Budget
31103 Occupancy Taxes - P & I	770	10	0	5,376	0	-100%	0%
31707 Occupancy Taxes	10,282,446	10,276,847	9,900,564	11,541,058	10,276,847	0%	4%
31708 Occupancy Taxes - Gaylord	3,672,384	3,571,988	3,362,587	3,924,810	4,036,907	13%	20%
OCCUPANCY TAXES	13,955,600	13,848,845	13,263,151	15,471,244	14,313,754	3%	8%
39160 Convention Center Rental	387,859	382,699	530,000	435,276	385,000	1%	-27%
39161 Palace Rental	243,560	285,576	284,000	316,308	273,000	-4%	-4%
39174 Concourse Rental	65,915	71,943	77,000	121,906	72,000	0%	-6%
FACILITY RENTAL	697,334	740,218	891,000	873,491	730,000	-1%	-18%
39230 Interest Income from Investments	5,854	27,323	50,000	79,821	15,000	-45%	-70%
39232 Interest Income - Festival	15,335	32,985	0	81,834	0	-100%	0%
39233 Interest Income - Train	21,816	47,796	0	100,434	0	-100%	0%
39234 Interest Income - Sister City	305	632	0	1,386	0	-100%	0%
39235 Interest Income - GWPS	169	368	0	749	0	-100%	0%
39250 Change in Investment Value	(592)	(1,171)	0	(2,494)	0	-100%	0%
INTEREST INCOME	42,887	107,933	50,000	261,730	15,000	-86%	-70%
39162 Palace Food & Beverage Sales	98,692	108,409	114,000	154,561	107,000	-1%	-6%
39163 Palace - Concert/Ticket Sales	122,780	167,650	83,000	150,806	147,000	-12%	77%
39164 CCOT	68,758	107,397	135,000	81,746	104,000	-3%	-23%
39173 Concourse Food & Beverage	63,492	55,311	51,000	51,508	56,000	1%	10%
39176 Convention Ctr Food & Beverage	215,773	192,431	200,000	232,335	200,000	4%	0%
39177 Catering % of Sales	50,917	62,089	50,000	66,544	56,000	-10%	12%
SALES & MERCHANDISE	620,413	693,286	633,000	737,500	670,000	-3%	6%
TRAIN OPERATIONS	2,010,032	2,193,028	1,900,000	2,414,651	1,900,000	-13%	0%
FESTIVALS & NEW VINTAGE	3,743,242	3,784,733	3,400,000	3,422,822	3,700,000	-2%	9%
38420 Shuttle Fare Revenue	142,827	114,565	135,000	103,151	135,000	18%	0%
39999 Misc. Income - Shuttle	1,667	0	0	0	0	0%	0%
VISITOR SHUTTLE SYSTEM	144,493	114,565	135,000	103,151	135,000	18%	0%
34878 Sub Lease Rental Income	179,643	182,392	184,692	176,393	184,692	1%	0%
38600 Sister City Revenue	11,404	16,851	25,000	11,568	25,000	48%	0%
38620 Wine Pouring Society Revenue	9,035	12,096	20,000	10,129	20,000	65%	0%
39179 Liberty Park	702	350	0	300	0	-100%	0%
39180 Cotton Belt	4,933	6,434	0	9,467	0	-100%	0%
39951 Resale of Labor/Material/Service	118,824	95,575	83,000	105,876	83,000	-13%	0%
39995 Over / Short	5	20	0	2	0	-100%	0%
39999 Miscellaneous Income	172,917	142,105	50,000	45,074	70,000	-51%	40%
MISCELLANEOUS	497,464	455,823	362,692	358,809	382,692	-16%	6%
TOTAL OPERATING REVENUE	21,711,466	21,938,430	20,634,843	23,643,399	21,846,446	0%	6%
53114 Operating Trf In from Spec Rev	0	0	0	2,261	0	0%	0%
53120 Operating Trfr In from 4B Fund	331,126	330,613	385,150	348,816	444,610	34%	15%
TRANSFERS IN	331,126	330,613	385,150	351,077	444,610	34%	15%
TOTAL CVB REVENUE	22,042,591	22,269,044	21,019,993	23,994,476	22,291,056	0%	6%

FY 2018-19 APPROVED OPERATING BUDGET
 CONVENTION AND VISITORS BUREAU FUND DEPARTMENTAL SUMMARY
 BY DIVISION

Expenditures by Division	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Administration	10,837,731	11,153,158	11,847,550	11,828,825	12,708,606
Facilities	1,498,865	1,596,526	1,818,548	1,814,911	1,774,040
Grapevine Vintage Railroad	1,764,692	2,567,374	2,427,811	2,422,955	2,707,536
Festivals & New Vintage	3,583,893	3,623,812	4,019,738	4,011,699	4,142,446
Sister Cities	10,189	8,128	22,300	22,255	22,300
Wine Pouring Society	6,368	4,908	7,100	7,086	12,550
Visitor Shuttle System	597,470	605,720	770,300	768,765	889,220
Total	18,299,208	19,559,626	20,913,347	20,876,496	22,256,698

PERSONNEL - FULL TIME EQUIVALENTS (FTE)

CONVENTION & VISITORS BUREAU-ADMIN	2016	2017	2018	2018	2019
CVB Executive Director	1	1	1	1	1
Asst. Executive CVB Director	1	1	1	0	0
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	1	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	2	2	2	2	3
Sales Manager I	3	3	3	3	1
Online Ticket Manager	1	1	1	1	1
Director of Tourism Sales	1	1	1	1	1
International Sales Manager	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	1	1	1	1	1
Marketing Research Manager	1	1	1	1	1
Sales Associate	1	1	1	1	1
Administrative Secretary	0	0	0	1	1
Secretary	2	2	2	2	1
Sponsorship Sales Manager	1	1	1	1	1
Nash Farm Educator	0	0	0	0	1
Nash Farm Manager	1	1	1	1	1
Historic Preservation Manager	1	1	1	1	1
Marketing & Special Promotions Manager	0	0	0	0	1
Marketing Projects Coordinator	0	0	0	0	1
Festivals & Events Assistant	1	1	1	1	1
Leisure Group Sales & Sister Cities Program	1	1	1	1	1
TOTAL FULL-TIME POSITIONS	33.00	33.00	33.00	33.00	34.00

FY 2018-19 APPROVED OPERATING BUDGET
 CONVENTION AND VISITORS BUREAU FUND DEPARTMENTAL SUMMARY
 BY DIVISION

<u>CONVENTION & VISITOR BUREAU - FESTIVALS</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2018</u>	<u>2019</u>
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
Secretary	1	1	1	1	0
Administrative Secretary	0	0	0	0	1
TOTAL FULL TIME POSITIONS	5.00	5.00	5.00	5.00	5.00

<u>CONVENTION & VISITORS BUREAU-FACILITIES</u>					
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
Convention Facilities Assistant	0	0	0	1	1
Secretary	1	1	1	0	0
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

<u>GRAPEVINE VINTAGE RAILROAD</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	2	2	2
Roundhouse Mechanic Supervisor	0	0	0	1	1
Railroad Management Trainee	1	1	1	0	0
TOTAL FULL-TIME POSITIONS	7.00	7.00	8.00	8.00	8.00

<u>VISITOR SHUTTLE SYSTEM</u>					
Shuttle Supervisor	0	0	0	0	1
Lead Shuttle Driver	1	1	1	1	0
Shuttle Drivers	5	5	5	5	8
TOTAL FULL-TIME POSITIONS	6.00	6.00	6.00	6.00	9.00

TOTAL CONVENTION & VISITORS FUND	64.00	64.00	65.00	65.00	69.00
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**Convention & Visitors - Sales, Promotions & Administration
115-350-001**

Expenditures by Major Object	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel Services	3,366,811	3,301,077	3,592,769	3,585,583	3,691,868
Supplies	524,173	410,830	458,550	457,633	538,700
Maintenance	159,122	136,584	311,900	311,276	728,700
Services	3,652,226	4,176,117	4,999,222	4,989,224	3,944,879
Insurance	0	0	0	0	1,243,123
Capital Outlay	0	75,000	0	0	0
Transfers	3,135,399	2,984,608	2,485,109	2,485,109	2,561,336
Total	10,837,731	11,084,216	11,847,550	11,828,825	12,708,606

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>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Potential economic impact of sales leads generated	\$590M	\$577M	\$472M	\$548M	\$490M
Potential economic impact of booked leads	\$156M	\$137M	\$123M	\$127M	\$130M
Number of convention & tourism site visits	103	107	120	105	110
Number of travel writers hosted per year	47	42	42	42	42
Media (including social) media releases distributed per week	17	4	15	15	15
Value of publicity generated	\$10M	\$9M	\$11.5M	\$11.5M	\$11.5M
Web site traffic (sessions)	2,266,418	1,904,827	1,977,000	1,943,000	1,945,000
Number of brochures distributed	1,167,025	1,388,727	1,052,000	1,183,000	1,200,000
Certificate of Appropriateness (CA) applications assistance services	200	181	172	172	180
Number of properties researched & added to the Cultural Resource Survey	82	105	90	86	88
Number of grants awarded	75	68	70	70	70
Assisted historic housing projects	122	124	110	144	150
Main Street merchants assisted	30	30	33	35	35
Heritage Experience school tours	1	11	7	6	6
Nash Farm Interpretive Tours	227	69	90	95	120
Nash Farm Heritage Workshops / Special Events	73	34	35	40	45
Nash Farm Rentals	3	4	22	4	50
Nash Farm Attendance	NA	NA	NA	NA	40
HPC - Number of Landmark Cases	1237	69	40	40	40

**Convention & Visitors - Facilities
115-350-003**

<u>Expenditures by Major Object</u>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel Services	841,997	857,546	945,129	943,239	973,140
Supplies	187,324	195,142	195,800	195,408	204,100
Maintenance	87,703	107,233	253,450	252,943	125,800
Services	335,717	420,694	417,669	416,834	471,000
Capital Outlay	46,124	15,912	6,500	6,487	0
Total	1,498,865	1,596,526	1,818,548	1,814,911	1,774,040

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.

<u>Performance Indicators</u>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Convention Center events held	359	335	378	301	365
Convention Center building usage (days)	287	363	321	326	330
Palace Arts Center number of events held.	356	333	358	378	369
Palace Arts Center building usage (days)	245	330	286	290	292
Concourse number of events held	120	109	130	186	145
Concourse building usage (days)	127	135	144	192	153
Number of Gazebo rental applications	8	NA	10	12	14
All facilities number of repeat bookings	299	289	272	370	310
All facilities number of new client bookings	202	220	258	228	241
Number of leads referred to other facilities	190	290	210	282	235
All facilities economic impact	\$6,400,000	\$7,112,304	\$6,787,200	\$6,996,672	\$6,850,000
Number of CVB sponsored events (i.e. HDGA, TWGGA, WPS, CVB Board, etc.)	128	107	129	94	118
Maintenance repairs & service calls	1,003	1,376	1,123	1,176	1,235

Convention & Visitors - Festivals & Events
115-350-005

Expenditures by Major Object	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel	648,561	663,541	640,071	638,791	648,220
Supplies	698	0	2,000	1,996	0
Services	2,934,634	2,960,271	3,377,667	3,370,912	3,494,226
Total	3,583,893	3,623,812	4,019,738	4,011,699	4,142,446

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.

Performance Indicators	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
GrapeFest attendance	260,151	268,197	246,000	246,000	248,000
GrapeFest People's Choice attendance	6,755	7,380	7,300	7,300	7,350
Main Street Days attendance	178,672	169,560	155,000	155,000	158,000
New Vintage Wine Train attendance	750	750	740	750	740
Attendance at New Vintage tastings	664	709	650	761	700
Attendance at New Vintage Blessing	500	300	400	375	350
Number of Events and Activities	176	190	175	175	165
Wine Pouring Society Activities	57	38	58	58	58
Number of Dirty Dozen activities	15	16	15	15	12
Number of service groups worked with	82	90	75	75	75

**Convention & Visitors - Grapevine Vintage Railroad
115-350-007**

Expenditures by Major Object	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel Services	545,569	576,022	842,325	840,640	869,286
Services	1,219,123	1,991,353	1,585,486	1,582,315	1,838,250
Total	1,764,692	2,567,374	2,427,811	2,422,955	2,707,536

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>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Total annual passengers	113,160	112,998	115,000	115,000	115,000
Charters	32	27	35	25	30
Number of Train Operations (a run out and back is considered one operation)	424	424	417	375	390
Trackage Inspections	NA	NA	12	12	12
Conductor/Engineer recertification hours	NA	NA	244	244	244

**Convention & Visitors - Sister City
115-350-010**

Expenditures by <u>Major Object</u>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Supplies	10,189	8,128	22,300	22,255	22,300
Total	10,189	8,128	22,300	22,255	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
- 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>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Outbound student programs	NA	NA	NA	NA	4
Inbound student programs	4	NA	4	1	4
Official programs outbound	6	6	6	6	6
Official programs inbound	NA	NA	NA	NA	4
Number of participants in sister city committees and programs	506	535	500	515	520

**Convention & Visitors - GV Wine Pouring Society
115-350-011**

<u>Expenditures by Major Object</u>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Supplies	6,368	4,908	7,100	7,086	12,550
Total	6,368	4,908	7,100	7,086	12,550

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>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Number of events serviced by the Grapevine Wine Pouring Society	45	33	35	36	37
Number of hours of service provided by Grapevine wine pourers	3,004	2,803	3,000	3,000	3,000
Average attendance at monthly Grapevine Wine Pouring Society meetings	82	81	80	80	80
Number of TABC certifications	65	62	110	110	75

**Convention & Visitors - Visitor Shuttle System
216-350-012**

<u>Expenditures by Major Object</u>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel	263,611	277,317	340,891	340,215	461,461
Supplies	46,826	54,645	76,400	76,247	81,400
Maintenance	0	600	4,000	3,992	4,000
Services	248,166	261,351	312,009	311,385	267,313
Capital Outlay	38,867	11,806	37,000	36,926	13,000
Insurance	0	0	0	0	62,046
Total	597,470	605,720	770,300	768,765	889,220

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>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Total ridership for the year	67,139	64,095	61,000	55,000	56,000
Economic impact of ridership	\$4,119,410	\$3,932,534	\$4,500,000	\$4,856,250	\$4,900,000

FY 2018-19 APPROVED OPERATING BUDGET
 FUND 215 - CONVENTION & VISITORS BUREAU INCENTIVES FUND

- Budget At-A-Glance -

REVENUE AND OTHER FINANCING SOURCES:	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Occupancy Taxes - Gaylord	1,785,994	1,681,294	1,962,405	2,018,454
Occupancy Taxes - Great Wolf	480,018	466,830	298,303	472,578
Occupancy Taxes - All (1%)	2,685,808	2,530,582	2,143,505	2,720,549
Interest Income	98,846	60,000	186,823	75,000
Miscellaneous	(5,640)	0	(5,750)	0
Total	5,045,026	4,738,706	4,585,286	5,286,581
EXPENDITURES AND OTHER FINANCING USES:	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel	4,388	0	0	0
Supplies	99,075	100,000	99,800	100,000
Services	3,138,951	4,638,706	4,629,429	5,186,581
Total	3,242,414	4,738,706	4,729,229	5,286,581

FY 2018-19 APPROVED OPERATING BUDGET
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
CONVENTION & VISITORS BUREAU INCENTIVES FUND

	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
BEGINNING FUND BALANCE:	6,369,328	8,979,950	10,782,562	10,782,562	10,638,618
OPERATING REVENUE:					
Occupancy Taxes - Gaylord	1,836,192	1,785,994	1,681,294	1,962,405	2,018,454
Occupancy Taxes - Great Wolf	463,653	480,018	466,830	298,303	472,578
Occupancy Taxes - All (1%)	2,709,112	2,685,808	2,530,582	2,143,505	2,720,549
Interest Income	39,781	98,846	60,000	186,823	75,000
Miscellaneous	14,366	(5,640)	0	(5,750)	0
Total Operating Revenue	5,063,105	5,045,026	4,738,706	4,585,286	5,286,581
TRANSFERS IN:	0	0	0	0	0
TOTAL REVENUE AND TRANSFERS	5,063,105	5,045,026	4,738,706	4,585,286	5,286,581
OPERATING EXPENDITURES:					
Personnel	0	4,388	0	0	0
Supplies	23,836	99,075	100,000	99,800	100,000
Services	2,428,647	3,138,951	4,638,706	4,629,429	5,186,581
Total Operating Expenditures	2,452,482	3,242,414	4,738,706	4,729,229	5,286,581
TRANSFERS OUT:	0	0	0	0	0
TOTAL EXPENDITURES AND TRANSFERS	2,452,482	3,242,414	4,738,706	4,729,229	5,286,581
SURPLUS / (DEFICIT)	2,610,622	1,802,611	0	(143,943)	0
ENDING FUND BALANCE:	8,979,950	10,782,562	10,782,562	10,638,618	10,638,618
RESERVES:					
Reserved for Incentive Packages	4,700,000	4,700,000	4,700,000	4,700,000	4,700,000
Total Reserves	4,700,000	4,700,000	4,700,000	4,700,000	4,700,000
UNRESERVED FUND BALANCE	4,279,950	6,082,562	6,082,562	5,938,618	5,938,618

**FY 2018-19 APPROVED OPERATING BUDGET
REVENUE DETAIL
FUND 215 - CVB INCENTIVES**

Account / Description	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved	Change From FY17 Actual	Change From FY18 Budget
OCC TAXES - GAYLORD	1,836,192	1,785,994	1,681,294	1,962,405	2,018,454	13%	20%
OCC TAXES - GREAT WOLF	463,653	480,018	466,830	298,303	472,578	-2%	1%
OCC TAXES - OTHER	2,709,112	2,685,808	2,530,582	2,143,505	2,720,549	1%	8%
INTEREST INCOME	39,781	98,846	60,000	186,823	75,000	-24%	25%
34814 Sponsor Income	14,998	0	0	0	0	0%	0%
39250 Change in Investment Value	-632	-5,640	0	-5,750	0	-100%	0%
MISCELLANEOUS	14,366	-5,640	0	-5,750	0	-100%	0%
TOTAL CVB INCENTIVES REVENUE	5,063,105	5,045,026	4,738,706	4,585,286	5,286,581	5%	12%

**Convention & Visitors - Convention Tourism Incentives
215-225-001**

Expenditures by Major Object	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel Services	0	4,388	0	0	0
Supplies	23,836	99,075	100,000	99,800	100,000
Services	2,428,647	3,138,951	4,638,706	4,629,429	5,186,581
Total	2,452,482	3,242,414	4,738,706	4,729,229	5,286,581

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	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Number of leads generated through financial incentives	NA	NA	NA	NA	91
Number of room nights booked through financial incentives	NA	NA	NA	NA	118,700
Economic impact of bookings with financial incentives	NA	NA	NA	NA	\$ 70M
Economic impact of social, military, educational, religious and fraternal meetings booked	NA	NA	NA	NA	\$36M
Total impressions for incentive marketing from print/digital/TV/radio	NA	NA	NA	NA	\$ 70M

FY 2018-19 APPROVED OPERATING BUDGET
FUND 116 - STORMWATER DRAINAGE

- Budget At-A-Glance -

REVENUE AND OTHER FINANCING SOURCES:	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Drainage Utility Fees	1,422,563	1,431,462	1,437,345	1,431,500
Interest Income	9,301	7,500	21,420	9,500
Interest Income - 2000 C.O.	3,386	2,500	5,899	3,000
Miscellaneous	-569	0	-567	0
Transfers In	0	0	0	0
Total	1,434,681	1,441,462	1,464,097	1,444,000
EXPENDITURES AND OTHER FINANCING USES:	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel	492,963	524,394	523,345	549,651
Supplies	15,648	34,700	34,631	29,700
Maintenance	89,951	125,000	124,750	125,000
Services	257,579	350,440	349,739	234,655
Insurance	0	0	0	162,006
Transfers Out	257,127	108,110	95,418	108,300
Capital Outlay	30,151	197,000	196,606	210,000
Total	1,143,420	1,339,644	1,324,489	1,419,312
PERSONNEL SUMMARY: ⁽¹⁾	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 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 2018-19 APPROVED OPERATING BUDGET
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
STORMWATER DRAINAGE UTILITY FUND

	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
BEGINNING FUND BALANCE:	985,018	1,261,208	1,552,470	1,552,470	1,692,077
OPERATING REVENUE:					
Drainage Utility Fees	1,419,671	1,422,563	1,431,462	1,437,345	1,431,500
Interest Income	2,925	9,301	7,500	21,420	9,500
Interest Income - 2000 C.O.	1,587	3,386	2,500	5,899	3,000
Miscellaneous	23,495	(569)	0	(567)	0
Total Operating Revenue	1,447,677	1,434,681	1,441,462	1,464,097	1,444,000
TRANSFERS IN:	0	0	0	0	0
TOTAL REVENUE AND TRANSFERS	1,447,677	1,434,681	1,441,462	1,464,097	1,444,000
OPERATING EXPENDITURES:					
Personnel	455,736	492,963	524,394	523,345	549,651
Supplies	16,889	15,648	34,700	34,631	29,700
Maintenance	117,983	89,951	125,000	124,750	125,000
Services	240,979	257,579	350,440	349,739	234,655
Insurance	0	0	0	0	162,006
Capital Outlay	46,227	30,151	197,000	196,606	210,000
Total Operating Expenditures	877,815	886,292	1,231,534	1,229,071	1,311,012
TRANSFERS OUT:					
Transfer to General Fund - Admin Fee	106,775	112,127	108,110	95,418	108,300
Transfer to Equipment Acquisition Fund	186,897	145,000	0	0	0
Total Transfers Out	293,672	257,127	108,110	95,418	108,300
TOTAL EXPENDITURES AND TRANSFERS	1,171,487	1,143,420	1,339,644	1,324,489	1,419,312
SURPLUS / (DEFICIT)	276,191	291,262	101,818	139,608	24,688
ENDING FUND BALANCE:	1,261,208	1,552,470	1,654,288	1,692,077	1,716,765
FUND BALANCE REQUIREMENT:	144,298	145,692	202,444	202,039	215,509

* Fund balance requirement is 16.4% of total budgeted expenditures (60 days of operation).
The FY 2018-19 projected Ending Fund Balance represents 478 days of operation.

**FY 2018-19 APPROVED OPERATING BUDGET
REVENUE DETAIL
STORMWATER DRAINAGE UTILITY FUND**

Account / Description	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved	Change From FY17 Actual	Change From FY18 Budget
DRAINAGE UTILITY FEE	1,419,671	1,422,563	1,431,462	1,437,345	1,431,500	1%	0%
39230 Interest Income	2,925	9,301	7,500	21,420	9,500	2%	27%
39230-00ACO Interest Income - 2000 C.O.	1,587	3,386	2,500	5,899	3,000	-11%	20%
INTEREST INCOME	4,511	12,688	10,000	27,320	12,500	-1%	25%
36200 Equipment Leases	23,459	0	0	0	0	0%	0%
39250 Change in Investment Value	(434)	(569)	0	(567)	0	-100%	0%
39999 Misc. Revenue	471	0	0	0	0	0%	0%
MISCELLANEOUS	23,495	-569	0	-567	0	-100%	0%
TOTAL SDUS FUND REVENUE	1,447,677	1,434,681	1,441,462	1,464,097	1,444,000	1%	0%

FY 2018-19 APPROVED OPERATING BUDGET
 STORMWATER DRAINAGE UTILITY FUND
 DEPARTMENTAL SUMMARY

Expenditures by Major Object	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Operations	1,171,487	1,143,420	1,339,644	1,324,489	1,419,312
Total	1,171,487	1,143,420	1,339,644	1,324,489	1,419,312

PERSONNEL - FULL TIME EQUIVALENTS (FTE)

<u>SDUS - OPERATIONS</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2018</u>	<u>2019</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
116-535-001**

Expenditures by Major Object	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel Services	455,736	492,963	524,394	523,345	549,651
Supplies	16,889	15,648	34,700	34,631	29,700
Maintenance	117,983	89,951	125,000	124,750	125,000
Services	240,979	257,579	350,440	349,739	234,655
Insurance	0	0	0	0	162,006
Capital Outlay	46,227	30,151	197,000	196,606	210,000
Transfers	293,672	257,127	108,110	95,418	108,300
Total	1,171,487	1,143,420	1,339,644	1,324,489	1,419,312

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>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Ditch excavation (linear feet)	11,490	11,047	12,000	11,500	12,000
Reset reinforced concrete pipe (linear feet)	510	1,305	800	1,200	800
Clean storm sewer structures (ea)	787	953	950	880	950
Clean debris adjacent to bridges (times / year)	4	4	4	4	4
Sweeping miles	25,056	21,524	17,000	22,000	17,000

FY 2018-19 APPROVED OPERATING BUDGET
 FUND 117 - CRIME CONTROL & PREVENTION

- Budget At-A-Glance -

	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
REVENUE AND OTHER FINANCING SOURCES:				
Sales Tax (1/2 cent)	13,229,439	13,650,000	13,670,499	14,445,000
Commercial Vehicle Enforcement	121,186	160,000	106,396	150,000
Interest Income	18,550	15,100	64,703	30,000
Transfers In	200,000	2,235,250	2,235,000	3,056,630
Miscellaneous	23,167	4,410	27,966	6,500
Total	13,592,342	16,064,760	16,104,565	17,688,130

	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
EXPENDITURES AND OTHER FINANCING USES:				
Personnel	11,396,293	12,057,099	12,032,984	12,615,162
Supplies	557,482	557,429	556,314	560,479
Maintenance	88,341	173,700	173,353	180,000
Services	3,248,466	3,276,532	3,269,979	1,281,571
Insurance	0	0	0	3,050,918
Transfers Out	62,000	0	0	0
Capital Outlay	21,633	0	0	0
Total	15,374,215	16,064,760	16,032,630	17,688,130

	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved	Personnel ⁽¹⁾
EXPENDITURES AND PERSONNEL BY PROGRAM:					
Uniform Operations	9,964,270	10,042,464	10,022,379	10,867,937	61.75
Criminal Investigations	2,234,212	2,651,029	2,645,727	2,566,642	23.00
Technical Services	2,849,416	3,116,710	3,110,477	3,257,514	31.00
Jail Operations	0	0	0	699,725	12.00
Commercial Vehicle Enforcement	326,316	254,557	254,048	296,312	3.25
Total	15,374,215	16,064,760	16,032,630	17,688,130	131.00

⁽¹⁾ In full-time equivalents

FY 2018-19 APPROVED OPERATING BUDGET
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
CRIME CONTROL & PREVENTION DISTRICT (Funds 117 & 217)

	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
BEGINNING FUND BALANCE:	1,740,048	1,353,032	(428,842)	(428,842)	(356,907)
OPERATING REVENUE:					
Sales Tax (1/2 cent)	13,517,360	13,229,439	13,650,000	13,670,499	14,445,000
Commercial Vehicle Enforcement	139,287	121,186	160,000	106,396	150,000
Interest Income	12,886	18,550	15,100	64,703	30,000
Miscellaneous	8,791	23,167	4,410	27,966	6,500
Total Operating Revenue	13,678,323	13,392,342	13,829,510	13,869,565	14,631,500
TRANSFERS IN:					
Transfer from General Fund	0	200,000	2,235,250	2,235,000	3,056,630
Transfer from Grant Fund	4,831	0	0	0	0
Total Transfers In	4,831	200,000	2,235,250	2,235,000	3,056,630
TOTAL REVENUE AND TRANSFERS	13,683,154	13,592,342	16,064,760	16,104,565	17,688,130
OPERATING EXPENDITURES:					
Personnel	10,426,376	11,396,293	12,057,099	12,032,984	12,615,162
Supplies	788,010	557,482	557,429	556,314	560,479
Maintenance	115,591	88,341	173,700	173,353	180,000
Services	2,365,916	3,248,466	3,276,532	3,269,979	1,281,571
Insurance	0	0	0	0	3,050,918
Capital Outlay	0	21,633	0	0	0
Total Operating Expenditures	13,695,893	15,312,215	16,064,760	16,032,630	17,688,130
TRANSFERS OUT:					
Transfer to Special Revenue Fund	1,798	0	0	0	0
Transfer to Capital Equip. Acquisition Fund	372,479	62,000	0	0	0
Total Transfers Out	374,277	62,000	0	0	0
TOTAL EXPENDITURES AND TRANSFERS	14,070,170	15,374,215	16,064,760	16,032,630	17,688,130
SURPLUS / (DEFICIT)	(387,016)	(1,781,873)	0	71,935	0
ENDING FUND BALANCE:	1,353,032	(428,842)	(428,842)	(356,907)	(356,907)

**FY 2018-19 APPROVED OPERATING BUDGET
REVENUE DETAIL
CRIME CONTROL & PREVENTION DISTRICT (FUNDS 117 & 217)**

Account / Description	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved	Change From FY17 Actual	Change From FY18 Budget
SALES TAXES	13,517,360	13,229,439	13,650,000	13,670,499	14,445,000	9%	6%
COMMERICAL VEHICLE ENFORCEMENT	139,287	121,186	160,000	106,396	150,000	24%	-6%
INTEREST INCOME	12,886	18,550	15,100	64,703	30,000	62%	99%
35223 City Child Safety Fee	0	195	0	800	0	-100%	0%
39210 Intergovernmental	0	13,881	0	20,742	0	-100%	0%
39999 Miscellaneous Income	8,791	9,091	4,410	6,424	6,500	-29%	47%
MISCELLANEOUS	8,791	23,167	4,410	27,966	6,500	-72%	47%
53100 Operating Trf In from General Fund	0	200,000	2,235,250	2,235,000	3,056,630	1428%	37%
53120 Operating Trfr In from Grant Fund	4,831	0	0	0	0	0%	0%
TRANSFERS IN	4,831	200,000	2,235,250	2,235,000	3,056,630	1428%	37%
TOTAL CCPD REVENUE	13,683,154	13,592,342	16,064,760	16,104,565	17,688,130	30%	10%

FY 2018-19 APPROVED OPERATING BUDGET
DEPARTMENTAL SUMMARY
209 - POLICE

CRIME CONTROL AND PREVENTION DISTRICT FUND ONLY					
Expenditures by Division	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Uniform Operations	9,411,016	9,964,270	10,042,464	10,022,379	10,867,937
Criminal Investigations	2,037,785	2,234,212	2,651,029	2,645,727	2,566,642
Technical Services	2,612,062	2,849,416	3,116,710	3,110,477	3,257,514
Jail Operations	0	0	0	0	699,725
Commercial Vehicle Enforcement	9,306	326,316	254,557	254,048	296,312
Total	14,070,170	15,374,214	16,064,760	16,032,631	17,688,130

PERSONNEL - FULL TIME EQUIVALENTS (FTE)					
<u>POLICE</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2018</u>	<u>2019</u>
Police Captain	3	3	3	3	3
Lieutenant	4	4	4	4	4
Sergeant	12	12	12	12	12
Sr. Officer	31	29	29	29	31
Police Officer	33	34	34	34	33
Police Recruit	1	0	0	0	0
Jail Supervisor	1	1	1	1	1
Jailer	5	11	11	11	11
Police Media Manager	0	1	1	1	1
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	2	2
Records Supervisor	1	1	1	0	0
Records Specialist	3	5	5	5	5
Crime Scene Technician II	2	2	2	2	2
Crime Analyst	1	1	1	1	1
Warrant Clerk	1	1	1	1	0
Secretary	3	4	4	4	4
Records & Property Manager	0	1	1	1	1
Property/Evidence Tech	0	2	2	2	2
TOTAL FULL-TIME POSITIONS	120.00	131.00	131.00	131.00	131.00

**CCPD - Uniform Operations
117-209-002**

<u>Expenditures by Major Object</u>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel Services	7,170,910	7,560,274	7,705,303	7,689,892	7,218,054
Supplies	447,701	317,891	368,679	367,942	218,487
Maintenance	3,018	3,100	6,000	5,988	5,000
Services	1,416,908	2,061,373	1,962,482	1,958,557	414,693
Insurance	0	0	0	0	3,011,703
Capital Outlay	0	21,633	0	0	0
Transfers	372,479	0	0	0	0
Total	9,411,016	9,964,270	10,042,464	10,022,379	10,867,937

Objectives

- Encourage compliance with applicable traffic laws through enforcement.
- Provide proactive enforcement response to specific crime patterns and traffic concerns.

<u>Performance Indicators</u>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Calls for Service	55,878	75,000	75,000	86,000	86,000
Traffic Stops	18,445	45,000	45,000	28,000	30,000
Traffic Citations	11,459	2,400	24,000	12,000	14,000
DWI Arrests	216	350	350	350	350

**CCPD - Criminal Investigations
117-209-003**

Expenditures by Major Object	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel Services	1,775,147	1,959,519	2,257,765	2,253,249	2,468,192
Supplies	33,829	31,183	34,800	34,730	28,800
Services	228,809	243,510	358,464	357,747	69,650
Total	2,037,785	2,234,212	2,651,029	2,645,726	2,566,642

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>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Follow-up investigation for 100% of all applicable arrests	1,387	1,300	1,300	1,157	1,200
Follow-up investigation for 100% of all high solvability cases	2,135	1,720	1,720	1,630	1,650
Track all registered sex offenders in the city to ensure compliance.	78	18	18	15	15

**CCPD - Technical Services
117-209-004**

Expenditures by Major Object	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel Services	1,480,319	1,624,865	1,852,044	1,848,340	2,019,629
Supplies	304,257	205,394	150,280	149,979	276,857
Maintenance	112,573	85,241	167,700	167,365	175,000
Services	713,115	933,916	946,686	944,793	786,028
Transfers	1,798	0	0	0	0
Total	2,612,062	2,849,416	3,116,710	3,110,477	3,257,514

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>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Average response time for all Priority 1 calls (minutes)	1:42	3:00	3:00	2:30	3:00
Average response time for non-emergency calls (minutes)	5:25	4:00	4:00	6:40	6:00
Education programs conducted	3	7	5	5	5

**CCPD - Jail Operations
217-209-008**

<u>Expenditures by Major Object</u>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel Services	0	0	0	0	664,760
Supplies	0	0	0	0	32,665
Services	0	0	0	0	2,300
Total	0	0	0	0	699,725

Objectives

- Provide quality and efficient detention services.
- Maintain adequate levels of sanitation throughout the jail and provide nutritional meals to inmates
- Maintain compliance of safety

<u>Performance Indicators</u>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Hourly check of inmates	NA	NA	NA	NA	8,500
Weekly jail inspection and daily checks	NA	NA	NA	NA	417
Inmate evacuation drills	NA	NA	NA	NA	12

**CCPD - Commercial Vehicle Enforcement
217-209-009**

Expenditures by <u>Major Object</u>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel Services	0	251,634	241,987	241,503	244,527
Supplies	2,222	3,014	3,670	3,663	3,670
Services	7,084	9,668	8,900	8,882	8,900
Insurance	0	0	0	0	39,215
Transfers	0	62,000	0	0	0
Total	9,306	326,316	254,557	254,048	296,312

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>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Commercial Vehicle Enforcement Revenue	\$139,287	\$121,186	\$160,000	\$159,680	\$150,000

FY 2018-19 APPROVED OPERATING BUDGET
FUND 119 - LAKE PARKS SPECIAL REVENUE

- Budget At-A-Glance -

REVENUE AND OTHER FINANCING SOURCES:	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Boat Ramp Fees	108,223	95,000	97,783	98,000
Pavilion Fees	61,715	76,000	67,153	76,000
Camping Fees	1,779,067	2,000,000	1,947,840	2,140,000
Entrance Fees	159,893	195,000	234,154	130,000
Interest & Misc. Income	82,253	97,000	76,036	97,000
Total	2,191,151	2,463,000	2,422,966	2,541,000
EXPENDITURES AND OTHER FINANCING USES:	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel	230,489	234,055	233,587	397,274
Supplies	166,547	199,050	198,652	202,850
Maintenance	267,625	151,500	151,197	193,250
Services	1,348,040	1,256,090	1,253,578	1,083,389
Insurance	0	0	0	85,976
Transfers Out	144,381	591,305	588,906	689,893
Capital Outlay	39,008	68,000	69,080	103,000
Total	2,196,090	2,500,000	2,495,000	2,755,632
EXPENDITURES AND PERSONNEL BY PROGRAM:	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Lake Parks Administration	808,171	1,069,050	1,066,912	1,298,015
Rockledge	120,984	120,200	119,960	69,700
Katie's Woods	41,467	63,050	62,924	52,000
Vineyards Campgrounds & Cabins	806,059	797,800	796,204	822,000
Oak Grove	62,418	63,750	63,623	77,800
McPherson Slough	24,365	32,000	31,936	29,700
Lakeview	35,901	81,600	81,437	53,700
Meadowmere	260,446	272,550	272,005	352,717
Total	2,196,090	2,500,000	2,495,000	2,755,632
PERSONNEL SUMMARY: ⁽¹⁾	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 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	1.000	1.000	1.000	1.000
Environmental Education Coordinator	0.000	0.000	0.000	1.000
Total	3.500	3.500	3.500	4.500

⁽¹⁾ In full-time equivalents

FY 2018-19 APPROVED OPERATING BUDGET
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
LAKE PARKS SPECIAL REVENUE FUND

	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
BEGINNING FUND BALANCE:	(1,439,059)	(2,625,654)	(2,519,092)	(2,519,092)	(2,476,810)
OPERATING REVENUE:					
Boat Ramp Fees	65,578	108,223	95,000	97,783	98,000
Pavilion Fees	51,515	61,715	76,000	67,153	76,000
Camping Fees	256,609	1,779,067	2,000,000	1,947,840	2,140,000
Entrance Fees	163,898	159,893	195,000	234,154	130,000
Recreation Fees	8,871	111,501	37,000	114,317	332,000
Merchandise Sales	23,796	74,442	72,000	63,827	72,000
Interest & Misc. Income	21,690	7,812	25,000	12,209	25,000
Total Operating Revenue	591,958	2,302,652	2,500,000	2,537,283	2,873,000
TRANSFERS IN:	0	0	0	0	0
TOTAL REVENUE AND TRANSFERS	591,958	2,302,652	2,500,000	2,537,283	2,873,000
OPERATING EXPENDITURES:					
Personnel	149,197	230,489	234,055	233,587	397,274
Supplies	86,347	166,547	199,050	198,652	202,850
Maintenance	197,497	267,625	151,500	151,197	193,250
Services	1,046,377	1,348,040	1,256,090	1,253,578	1,083,389
Insurance	0	0	0	0	85,976
Capital Outlay	34,750	39,008	68,000	69,080	103,000
Total Operating Expenditures	1,705,602	2,051,709	1,908,695	1,906,094	2,065,739
TRANSFERS OUT:	72,951	144,381	591,305	588,906	689,893
TOTAL EXPENDITURES AND TRANSFERS	1,778,552	2,196,090	2,500,000	2,495,000	2,755,632
SURPLUS / (DEFICIT)	(1,186,595)	106,561	0	42,283	117,368
ENDING FUND BALANCE:	(2,625,654)	(2,519,092)	(2,519,092)	(2,476,810)	(2,359,442)

**FY 2018-19 APPROVED OPERATING BUDGET
REVENUE DETAIL
LAKE PARKS FUND**

Account / Description	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved	Change From FY17 Actual	Change From FY18 Budget
34141-000-0 Boat Ramp Fees	65,578	108,223	37,000	93,103	40,000	-63%	8%
34141-000-2 Boat Ramp Fees - Katies	0	0	17,400	0	17,400		0%
34141-000-4 Boat Ramp Fees - Oak Grove	0	0	23,200	0	23,200		0%
34141-000-5 Boat Ramp Fees - Slough	0	0	2,900	0	2,900		0%
34141-000-6 Boat Ramp Fees - Lakeview	0	0	2,900	0	2,900		0%
34141-000-7 Boat Ramp Fees - Meadowmere	0	0	11,600	4,680	11,600		0%
BOAT RAMP FEES	65,578	108,223	95,000	97,783	98,000	-9%	3%
34142-000-0 Pavilion Fees	51,515	61,715	0	67,153	0	-100%	0%
34142-000-1 Pavilion Fees - Rockledge	0	0	20,000	0	20,000		0%
34142-000-3 Pavilion Fees - Vineyards	0	0	15,000	0	15,000		0%
34142-000-4 Pavilion Fees - Oak Grove	0	0	30,000	0	30,000		0%
34142-000-7 Pavilion Fees - Meadowmere	0	0	11,000	0	11,000		0%
PAVILION FEES	51,515	61,715	76,000	67,153	76,000	23%	0%
34143-000-0 Camping Fees	256,609	(410,358)	0	(416,526)	0	-100%	0%
34143-000-3 Camping Fees - Vineyards	0	2,189,424	1,960,000	2,352,278	2,100,000	-4%	7%
34143-000-7 Camping Fees - Meadowmere	0	0	40,000	12,088	40,000		0%
CAMPING FEES	256,609	1,779,067	2,000,000	1,947,840	2,140,000	20%	7%
34144-000-0 Entrance Fees	163,898	153,730	0	54,914	0	-100%	0%
34144-000-1 Entrance Fees - Rockledge	0	0	115,000	85,977	50,000		-57%
34144-000-3 Entrance Fees - Vineyards	0	0	5,000	0	5,000		0%
34144-000-7 Entrance Fees - Meadowmere	0	6,163	75,000	93,263	75,000	1117%	0%
ENTRANCE FEES	163,898	159,893	195,000	234,154	130,000	-19%	-33%
34145-000-0 Recreation Fees	8,871	111,501	10,000	58,256	10,000	-91%	0%
34145-000-1 Recreation Fees - Rockledge	0	0	3,000	0	0	0%	-100%
34145-000-6 Recreation Fees - Lakeview	0	0	4,000	875	2,000		-50%
34145-000-7 Recreation Fees - Meadowmere	0	0	20,000	55,186	320,000		1500%
RECREATION FEES	8,871	111,501	37,000	114,317	332,000	198%	797%
39951-000-0 Merchandise Sales	23,796	74,442	0	63,757	0	-100%	0%
39951-000-3 Merchandise Sales - Vineyards	0	0	67,000	0	67,000		0%
39951-000-7 Merchandise Sales - Meadowmere	0	0	5,000	70	5,000		0%
MERCHANDISE SALES	23,796	74,442	72,000	63,827	72,000	-3%	0%
MISCELLANEOUS	21,690	7,812	25,000	12,209	25,000	220%	0%
TOTAL LAKE PARKS FUND	591,958	2,302,652	2,500,000	2,537,283	2,873,000	25%	15%

FY 2018-19 APPROVED OPERATING BUDGET
 LAKE PARKS SPECIAL REVENUE FUND
 DEPARTMENTAL SUMMARY

Expenditures by Major Object	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Lake Parks Administration	1,392,407	808,171	1,069,050	1,066,912	1,298,015
Rockledge	0	120,984	120,200	119,960	69,700
Katie's Woods	0	41,467	63,050	62,924	52,000
Vineyards Campgrounds & Cabins	3,210	806,059	797,800	796,204	822,000
Oak Grove	67	62,418	63,750	63,623	77,800
McPherson Slough	0	24,365	32,000	31,936	29,700
Lakeview	0	35,901	81,600	81,437	53,700
Meadowmere	0	260,446	272,550	272,005	352,717
Total	1,587,118	2,196,090	2,500,000	2,495,000	2,755,632

PERSONNEL - FULL TIME EQUIVALENTS (FTE)

LAKE PARKS FUND	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2018</u>	<u>2019</u>
Park Event Manager	0.5	0.5	0.5	0.5	0.5
Campground Supervisor	1	1	1	1	1
Lake Park Crew Leader	0	0	0	0	1
Park Crew Worker	1	1	1	1	0
Outdoor Program Coordinator	0	1	1	1	1
Environmental Education Coordinator	0	0	0	0	1
TOTAL FULL-TIME POSITIONS	2.50	3.50	3.50	3.50	4.50

**Parks & Recreation - Lake Parks Administration
119-312-009**

<u>Expenditures by Major Object</u>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel Services	147,607	230,489	234,055	233,587	313,357
Supplies	80,288	26,553	29,100	29,042	24,100
Maintenance	133,983	10,302	2,000	1,996	2,000
Services	922,828	396,445	212,590	212,165	182,689
Insurance	0	0	0	0	85,976
Capital Outlay	34,750	0	0	0	0
Transfers	72,951	144,381	591,305	590,122	689,893
Total	1,392,407	808,171	1,069,050	1,066,912	1,298,015

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>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Campground occupancy rate	14%	71%	69%	72%	72%
Annual boat ramp passes sold (resident / non-resident)	179 / 67	259 / 152	500 / 200	350 / 150	500 / 200
Pavilion rentals	175	170	200	220	250
Revenue	\$708,053	\$2,300,000	\$2,500,000	\$2,310,000	\$2,575,000
Lake Park Recreation Program Participation	358	5,760	4,300	6,000	7,000
Outdoor Rec Rentals/Revenue	N/A	N/A	\$15,000	\$15,000	\$18,000

**Lake Parks - Rockledge
119-312-001**

Expenditures by <u>Major Object</u>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Supplies	0	7,806	6,950	6,936	6,950
Maintenance	0	3,604	8,500	8,483	8,250
Services	0	109,574	104,750	104,541	54,500
Total	0	120,984	120,200	119,960	69,700

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

Lake Parks - Katie's Woods
119-312-002

Expenditures by Major Object	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Supplies	0	138	3,300	3,293	5,500
Maintenance	0	2,814	5,000	4,990	11,000
Services	0	38,515	54,750	54,641	20,500
Capital Outlay	0	0	0	0	15,000
Total	0	41,467	63,050	62,924	52,000

**Lake Parks - Vineyards
119-312-003**

Expenditures by <u>Major Object</u>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Supplies	34	102,464	90,000	89,820	98,000
Maintenance	1,276	141,066	95,000	94,810	99,000
Services	1,900	546,900	589,800	588,620	602,000
Capital Outlay	0	15,629	23,000	22,954	23,000
Total	3,210	806,059	797,800	796,204	822,000

**Lake Parks - Oak Grove
119-312-004**

Expenditures by Major Object	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Supplies	67	540	2,000	1,996	1,000
Maintenance	0	608	1,000	998	10,000
Services	0	61,270	60,750	60,629	36,800
Capital Outlay	0	0	0	0	30,000
Total	67	62,418	63,750	63,623	77,800

**Lake Parks - McPherson Slough
119-312-005**

Expenditures by <u>Major Object</u>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Supplies	0	0	1,000	998	500
Maintenance	0	1,949	3,500	3,493	3,500
Services	0	22,417	27,500	27,445	25,700
Total	0	24,365	32,000	31,936	29,700

**Lake Parks - Lakeview
119-312-006**

Expenditures by <u>Major Object</u>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Supplies	0	2,233	7,000	6,986	4,500
Maintenance	0	2,790	11,000	10,978	11,000
Services	0	30,878	33,600	33,533	18,200
Capital Outlay	0	0	30,000	29,940	20,000
Total	0	35,901	81,600	81,437	53,700

**Lake Parks - Meadowmere
119-312-007**

Expenditures by <u>Major Object</u>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel Services	0	0	0	0	83,917
Supplies	0	13,931	59,700	59,581	62,300
Maintenance	0	88,200	25,500	25,449	48,500
Services	0	134,937	172,350	172,005	143,000
Capital Outlay	0	23,378	15,000	14,970	15,000
Total	0	260,446	272,550	272,005	352,717

FY 2018-19 APPROVED OPERATING BUDGET
FUND 120 - 4B TRANSIT

- Budget At-A-Glance -

REVENUE AND OTHER FINANCING SOURCES:	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Sales Tax	9,408,363	10,237,500	9,815,379	10,833,750
Interest Income	10,404	10,000	8,427	10,000
Total	9,418,767	10,247,500	9,823,806	10,843,750
EXPENDITURES AND OTHER FINANCING USES:	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Contractual Services	9,077,750	9,852,350	7,854,686	10,389,140
Transfers	805,862	385,150	348,816	444,610
Total	9,883,612	10,237,500	8,203,502	10,833,750

FY 2018-19 APPROVED OPERATING BUDGET
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
4B TRANSIT FUND

	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
BEGINNING FUND BALANCE:	460,686	465,202	357	357	1,620,661
OPERATING REVENUE:					
Sales Tax	9,881,507	9,408,363	10,237,500	9,815,379	10,833,750
Interest Income	4,516	10,404	10,000	8,427	10,000
Total Operating Revenue	9,886,022	9,418,767	10,247,500	9,823,806	10,843,750
TRANSFERS IN:					
Total Transfers In	0	0	0	0	0
TOTAL REVENUE AND TRANSFERS	9,886,022	9,418,767	10,247,500	9,823,806	10,843,750
OPERATING EXPENDITURES:					
Contractual Services - Trinity Metro	9,550,381	9,077,750	9,852,350	7,854,686	10,389,140
Total Operating Expenditures	9,550,381	9,077,750	9,852,350	7,854,686	10,389,140
TRANSFERS OUT:					
Transfer to Visitor Shuttle Fund	331,126	330,613	385,150	348,816	444,610
Transfer to Economic Development Fund	0	475,249	0	0	0
Total Transfers Out	331,126	805,862	385,150	348,816	444,610
TOTAL EXPENDITURES AND TRANSFERS	9,881,507	9,883,612	10,237,500	8,203,502	10,833,750
SURPLUS / (DEFICIT)	4,516	(464,845)	10,000	1,620,304	10,000
ENDING FUND BALANCE:	465,202	357	10,357	1,620,661	1,630,661

**FY 2018-19 APPROVED OPERATING BUDGET
REVENUE DETAIL
4B TRANSIT FUND**

Account / Description	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved	Change From FY17 Actual	Change From FY18 Budget
SALES TAX	9,881,507	9,408,363	10,237,500	9,815,379	10,833,750	15%	6%
INTEREST INCOME	4,516	10,404	10,000	8,427	10,000	-4%	0%
TOTAL 4B TRANSIT FUND	9,886,022	9,418,767	10,247,500	9,823,806	10,843,750	15%	6%

**4B Transit Fund
120-120-001**

Expenditures by Major Object	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Services	9,550,381	9,077,750	9,852,350	7,854,686	10,389,140
Transfers	331,126	805,862	385,150	348,816	444,610
Total	9,881,507	9,883,612	10,237,500	8,203,502	10,833,750

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>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Contractual payments to Trinity Metro	\$9,550,381	\$9,077,750	\$9,852,350	\$7,854,686	\$10,389,140
Transfers to Grapevine Visitor Shuttle system	\$331,126	\$330,613	\$385,150	\$348,816	\$444,610

FY 2018-19 APPROVED OPERATING BUDGET
FUND 124 - ECONOMIC DEVELOPMENT

- Budget At-A-Glance -

REVENUE AND OTHER FINANCING SOURCES:	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Sales Tax	4,062,180	3,412,500	4,256,509	3,611,250
Interest Income	238,778	210,000	182,852	150,000
Miscellaneous	(10,704)	0	(3,526)	0
Total	4,290,254	3,622,500	4,435,834	3,761,250
EXPENDITURES AND OTHER FINANCING USES:	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel	458,904	473,576	472,629	504,552
Supplies	7,104	6,300	6,287	6,300
Services	1,380,132	1,370,412	1,078,509	1,489,871
Insurance	0	0	0	58,083
Transfers Out	17,699,621	1,852,777	1,809,955	1,702,444
Total	19,545,762	3,703,065	3,367,380	3,761,250
PERSONNEL SUMMARY: ⁽¹⁾	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 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 2018-19 APPROVED OPERATING BUDGET
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
ECONOMIC DEVELOPMENT FUNDS (122 & 124)

	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
BEGINNING FUND BALANCE:	21,529,337	20,372,508	3,521,453	3,521,453	3,187,507
OPERATING REVENUE:					
Sales Tax	4,170,133	4,062,180	3,412,500	4,256,509	3,611,250
Interest Income	98,303	238,778	210,000	182,852	150,000
Miscellaneous	626	(10,704)	0	(3,526)	0
Total Operating Revenue	4,269,062	4,290,254	3,622,500	4,435,834	3,761,250
TOTAL REVENUE AND TRANSFERS	4,269,062	4,290,254	3,622,500	4,435,834	3,761,250
OPERATING EXPENDITURES:					
Personnel	437,428	458,904	473,576	472,629	504,552
Supplies	20,454	7,104	6,300	6,287	6,300
Services	1,462,028	1,380,132	1,370,412	1,078,509	1,489,871
Insurance	0	0	0	0	58,083
Total Operating Expenditures	1,919,910	1,846,141	1,850,288	1,557,425	2,058,806
TRANSFERS OUT:	1,910,433	17,699,621	1,852,777	1,809,955	1,702,444
TOTAL EXPENDITURES AND TRANSFERS	3,830,343	19,545,762	3,703,065	3,367,380	3,761,250
SURPLUS / (DEFICIT)	438,719	(15,255,508)	(80,565)	1,068,454	0
RESERVED FOR DEBT SERVICE	1,595,548	1,595,548	1,595,548	1,402,400	1,402,400
ENDING FUND BALANCE:	20,372,508	3,521,453	1,845,340	3,187,507	1,785,107

**FY 2018-19 APPROVED OPERATING BUDGET
REVENUE DETAIL
ECONOMIC DEVELOPMENT FUNDS (122 & 124)**

Account / Description	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved	Change From FY17 Actual	Change From FY18 Budget
SALES TAX	4,170,133	4,062,180	3,412,500	4,256,509	3,611,250	-11%	6%
INTEREST INCOME	98,303	238,778	210,000	182,852	150,000	-37%	-29%
39250 Change in Investment Value	(69)	(10,979)	0	(3,526)	0	-100%	0%
39999 Miscellaneous	695	275	0	0	0	-100%	0%
MISCELLANEOUS	626	(10,704)	0	(3,526)	0	-100%	0%
TOTAL REVENUE	4,269,062	4,290,254	3,622,500	4,435,834	3,761,250	-12%	4%

FY 2018-19 APPROVED OPERATING BUDGET
 ECONOMIC DEVELOPMENT FUND
 DEPARTMENTAL SUMMARY

Expenditures by Major Object	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel Services	437,428	458,904	473,576	472,629	504,552
Supplies	20,454	7,104	6,300	6,287	6,300
Services	1,462,028	1,380,132	1,370,412	1,078,509	1,489,871
Insurance	0	0	0	0	58,083
Transfers	1,910,433	17,699,621	1,852,777	1,809,955	1,702,444
	3,830,343	19,545,762	3,703,065	3,367,380	3,761,250

<u>ECONOMIC DEVELOPMENT</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2018</u>	<u>2019</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
124-124-001**

Expenditures by Major Object	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel Services	437,428	458,904	473,576	472,629	504,552
Supplies	20,454	7,104	6,300	6,287	6,300
Services	1,462,028	1,380,132	1,370,412	1,367,671	1,489,871
Insurance	0	0	0	0	58,083
Transfers	1,910,433	17,699,621	1,852,777	1,809,955	1,702,444
Total	3,830,343	19,545,762	3,703,065	3,656,542	3,761,250

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>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Support Targeted real estate development:					
- Complete a market and site context analysis	1	1	1	1	0
Business retention and new business development:					
- Local business visits	124	45	45	5	100
- Broker meetings	100	10	10	20	20
- Presentations to Chamber of Commerce and ED partnership meetings	8	12	12	12	12
- Network and retention events attended	53	18	18	18	18
- Leads obtained from network and retention events	14	35	35	40	35
- Trade shows attended	5	5	5	60	5
- Social media posts	130	1,000	1,000	200	200
Market analysis and trends:					
- Retail and transit oriented development	1	1	1	1	0

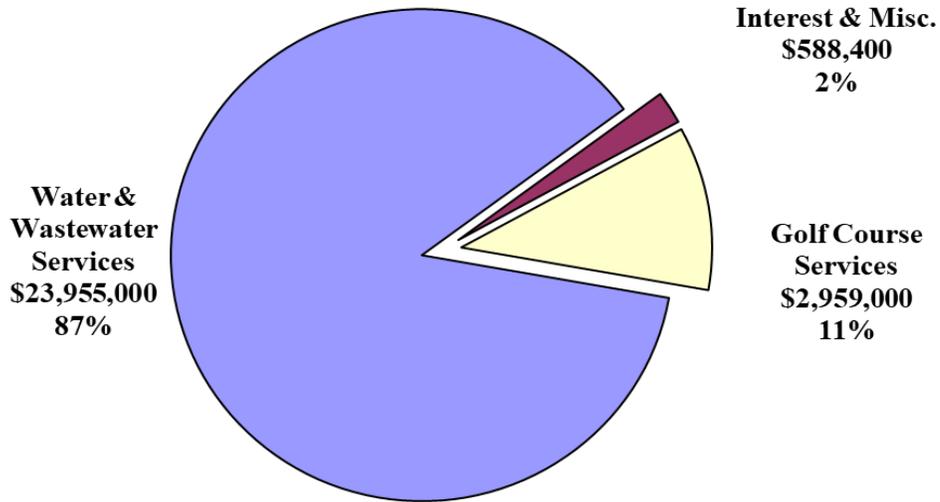
CITY OF GRAPEVINE, TEXAS
 FY 2018-19 APPROVED OPERATING BUDGET
 SUMMARY TABLE OF ALL FUNDS

-- ENTERPRISE FUNDS --

	Utility Enterprise Fund	Golf Course Fund	Total All Funds
REVENUES AND OTHER FINANCING SOURCES:			
Charges for Services	23,955,000	2,959,000	26,914,000
Interest Income	120,000	1,400	121,400
Miscellaneous	205,000	262,000	467,000
Total Revenues	24,280,000	3,222,400	27,502,400
EXPENDITURES AND OTHER FINANCING USES:			
Personnel	3,681,043	1,443,651	5,124,694
Supplies	897,085	355,798	1,252,883
Maintenance	436,900	91,500	528,400
Services	13,117,126	359,291	13,476,417
Insurance	949,877	454,290	1,404,167
Debt Service	1,564,244		1,564,244
Transfers Out	1,821,000	109,500	1,930,500
Permanent Capital Maintenance	1,000,000		1,000,000
Capital Outlay	228,500	408,370	636,870
Total Expenditures	23,695,775	3,222,400	26,918,175
NET CHANGE IN FUND BALANCE	584,225	0	584,225
BEGINNING FUND BALANCE	7,858,183	(2,648,983)	5,209,200
ENDING FUND BALANCE	8,442,408	(2,648,983)	5,793,425

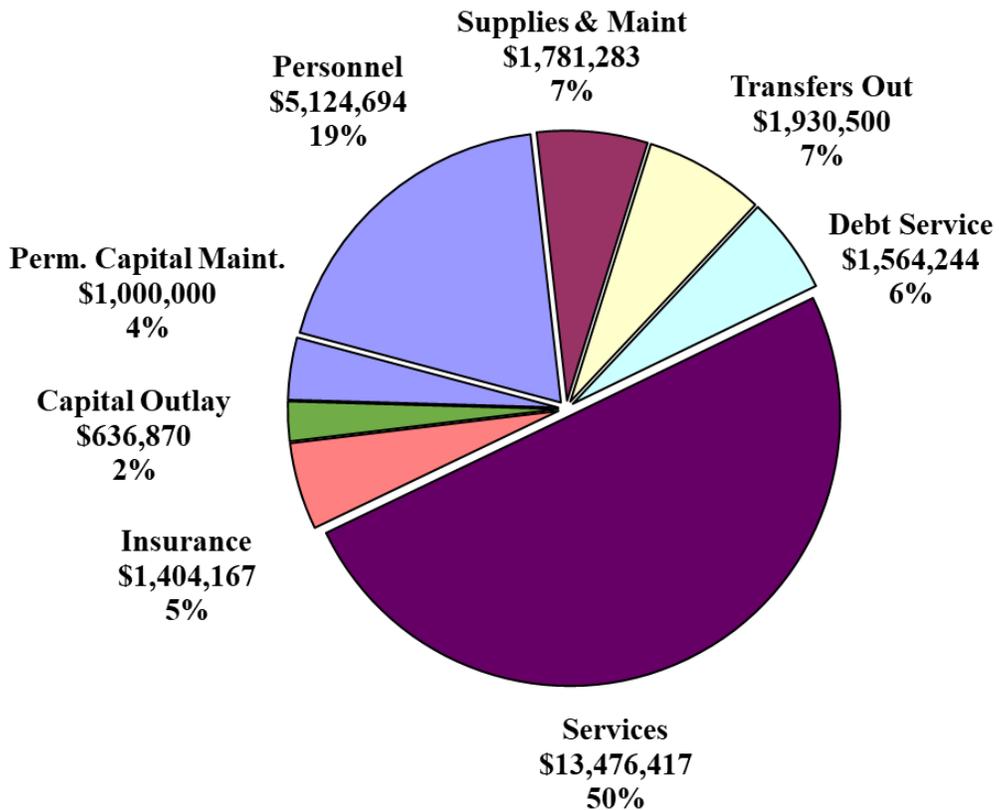
REVENUE FUNDING SOURCES

"Where The Money Comes From"



EXPENDITURE FUNDING USES

"Where the Money Goes"



Revenue and Other Financing Sources

FY19 revenue is budgeted at \$27.5 million, a decrease of \$603,576 (-2%) from the previous year's budget. A vast majority (98%) 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 \$15.6 million, down \$340,000 from last year's budget of \$15.9 million. Water sales in FY18 were \$16.2 million and represent a 12% increase from the previous year.

WATER SALES	<u>FY-2013</u>	<u>FY-2014</u>	<u>FY-2015</u>	<u>FY-2016</u>	<u>FY-2017</u>	<u>FY-2018</u>
Collections	\$12,058,529	\$13,215,522	\$13,119,439	\$13,869,776	\$14,505,702	\$16,200,313
Gain / (Loss)	(\$275,241)	\$1,156,993	(\$96,083)	\$750,337	\$635,926	\$1,694,611
% Change	-2%	10%	-1%	6%	5%	12%

Wastewater Charges are budgeted at \$8 million, down \$461,000 (-5%) from the previous year. Revenue in this category increased by \$322,166 last year, which represents a change of 4%. Combined water and wastewater charges represent 88% of revenue in the Enterprise Funds category.

WASTEWATER SALES	<u>FY-2013</u>	<u>FY-2014</u>	<u>FY-2015</u>	<u>FY-2016</u>	<u>FY-2017</u>	<u>FY-2018</u>
Collections	\$6,629,881	\$7,645,169	\$7,581,393	\$7,909,288	\$8,054,884	\$8,377,050
Gain / (Loss)	\$96,580	\$1,015,288	(\$63,776)	\$327,895	\$145,596	\$322,166
% Change	1%	15%	-1%	4%	2%	4%

Golf Course Green Fees are budgeted at \$1.47 million and represent an increase of \$90,000 from the previous year. Actual green fee revenue in FY18 totaled \$1.43 million and represented a decline of (-1%) from the previous year.

GOLF COURSE GREEN FEES	<u>FY-2013</u>	<u>FY-2014</u>	<u>FY-2015</u>	<u>FY-2016</u>	<u>FY-2017</u>	<u>FY-2018</u>
Collections	\$1,525,024	\$1,471,201	\$1,009,243	\$1,317,741	\$1,441,966	\$1,430,023
Gain / (Loss)	(\$41,754)	(\$53,823)	(\$461,958)	\$308,498	\$124,225	(\$11,943)
% Change	-3%	-4%	-31%	31%	9%	-1%

The number of golf rounds played in FY18 is estimated at 65,000 and represents a 1% increase from the previous year's total of 64,424.

GOLF ROUNDS PLAYED	<u>FY-2013</u>	<u>FY-2014</u>	<u>FY-2015</u>	<u>FY-2016</u>	<u>FY-2017</u>	<u>FY-2018</u>
Rounds	69,008	68,368	48,689	55,905	64,424	65,000
Gain / (Loss)	(1,551)	(640)	(19,679)	7,216	8,519	576
% Change	-2%	-1%	-29%	15%	15%	1%

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 \$5.1 million, an increase of \$257,000 (5%) 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 \$3.68 million in FY19, account for 70% of total personnel costs.

ENTERPRISE FUND PERSONNEL COSTS	<u>FY-2013</u>	<u>FY-2014</u>	<u>FY-2015</u>	<u>FY-2016</u>	<u>FY-2017</u>	<u>FY-2018</u>
Utility Fund	\$2,916,458	\$3,064,911	\$3,039,974	\$3,254,832	\$3,084,394	\$3,464,040
Golf Fund	\$1,287,063	\$1,114,299	\$1,164,779	\$1,382,107	\$1,404,999	\$1,393,746
Total	\$4,203,521	\$4,179,210	\$4,204,753	\$4,636,939	\$4,489,393	\$4,857,786
Increase / (Decrease)	\$119,612	(\$24,311)	\$25,543	\$432,186	(\$147,546)	\$368,393
% Change	2.9%	-0.6%	0.6%	10.3%	-3.2%	8.2%

Personnel costs in FY18 totaled \$4.85 million and represented an increase of \$368,393 (8.2%) from the previous year. Total authorized positions in FY19 are 70.0 FTE.

Services are budgeted at \$13.43 million, and represent a decrease of \$1.87 million (-12%) from the prior year. The majority of the change is due to insurance costs being recorded in a separate category.

Utility costs for FY19 are budgeted at \$900 million and represent a decrease of \$200,000 from the previous year's budget. Actual utility expenses in FY18 were \$785,159 and represented a decrease of -5% from FY17.

ENTERPRISE FUND	<u>FY-2013</u>	<u>FY-2014</u>	<u>FY-2015</u>	<u>FY-2016</u>	<u>FY-2017</u>	<u>FY-2018</u>
UTILITY COSTS						
Utility Fund	\$870,740	\$671,882	\$724,446	\$649,927	\$585,866	\$501,387
Golf Fund	\$230,899	\$198,745	\$179,992	\$194,486	\$237,559	\$283,772
Total	\$1,101,639	\$870,627	\$904,438	\$844,413	\$823,425	\$785,159
Increase / (Decrease)	\$110,580	(\$231,012)	\$33,811	(\$60,025)	(\$20,988)	(\$38,266)
% Change	11%	-21%	4%	-7%	-2%	-5%

Purchase/Storage & Treatment costs are budgeted at \$10.5 million, a decrease of \$1 million from the previous year. Actual expenditures in FY18 totaled \$11.1 million and represented an increase of \$1.05 million from the previous year. The FY19 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-2013</u>	<u>FY-2014</u>	<u>FY-2015</u>	<u>FY-2016</u>	<u>FY-2017</u>	<u>FY-2018</u>
Water	\$7,307,104	\$7,497,617	\$8,010,684	\$8,412,477	\$8,549,638	\$9,559,912
Wastewater	\$1,205,070	\$1,298,730	\$1,368,647	\$1,282,688	\$1,508,182	\$1,551,886
Total	\$8,512,174	\$8,796,347	\$9,379,331	\$9,695,165	\$10,057,820	\$11,111,798
Increase / (Decrease)	\$1,212,027	\$284,173	\$582,984	\$315,834	\$362,655	\$1,053,978
% Change	17%	3%	7%	3%	4%	10%

Transfers Out are budgeted at \$1.9 million and is comprised of the 7.5% administrative fee to the General fund (\$1,821,000 from Utility and \$109,500 from Golf). Actual expenditures in FY18 totaled \$6.8 million and included an operating transfer of \$5,084,734 to the Water & Sewer CIP fund. million from the Utility Enterprise fund to the Economic Development fund.

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>	<u>FY-2018</u>
OPERATING TRANSFERS OUT							
Utility Fund	\$1,444,541	\$1,271,724	\$1,595,766	\$1,587,535	\$1,672,193	\$3,826,308	\$6,693,968 ⁽¹⁾
Golf Fund	\$232,120	\$198,896	\$110,340	\$75,709	\$98,831	\$108,147	\$98,878
Total	\$1,676,660	\$1,470,619	\$1,706,106	\$1,663,244	\$1,771,023	\$3,934,456	\$6,792,846
Increase / (Decrease)	(\$2,326,737)	(\$206,041)	\$235,487	(\$42,862)	\$107,779	\$2,163,432	\$2,858,390
% Change	-58.1%	-12.3%	16.0%	-2.5%	6.5%	122.2%	72.7%

⁽¹⁾ Includes a one-time transfer of \$ 5,084,734 to the Water / Wastewater Capital Projects (CIP) Fund

Debt Service expenditures are budgeted at \$1.56 million, up \$60,000 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 2018-19 APPROVED OPERATING BUDGET
FUND 200 - UTILITY ENTERPRISE

- Budget At-A-Glance -

REVENUE AND OTHER FINANCING SOURCES:	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Water Sales	14,710,779	15,990,385	16,509,981	15,650,000
Wastewater Sales	8,054,884	8,461,691	8,377,050	8,000,000
Tap & Inspection Fees	164,608	102,000	139,576	90,000
Reconnects & Transfers	202,962	202,500	202,586	215,000
Interest Income	175,278	120,000	302,191	120,000
Miscellaneous	945,807	205,000	2,260,471	205,000
Total	24,777,292	25,081,576	28,455,030	24,280,000

EXPENDITURES AND OTHER FINANCING USES:	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel	3,084,394	3,470,982	3,464,040	3,681,043
Supplies	657,426	780,579	779,018	897,085
Maintenance	1,395,677	1,428,319	1,425,462	1,436,900
Services	13,130,205	14,640,090	14,867,319	13,117,126
Insurance	0	0	0	949,877
Debt Service	2,497,634	1,505,044	1,502,034	1,564,244
Transfers Out	3,826,307	1,865,743	1,609,234	1,821,000
Capital Outlay	0	750,500	748,999	228,500
Total	24,591,643	24,441,257	24,396,106	23,695,775

EXPENDITURES AND PERSONNEL BY PROGRAM:	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved	Personnel ⁽¹⁾
Water Distribution	2,606,238	1,382,111	1,379,347	1,651,503	14.50
Water Treatment	10,082,841	11,643,782	11,620,495	10,919,612	12.50
Utility Billing	573,012	637,569	636,294	645,700	5.00
Wastewater Collection	995,818	1,430,872	1,428,010	965,350	10.00
Wastewater Treatment	3,739,794	3,355,843	3,349,131	3,306,564	9.00
Utility Administrative Services	5,631,433	4,991,080	10,069,563	5,207,046	0.00
Permanent Capital Maintenance	962,507	1,000,000	998,000	1,000,000	0.00
Total	24,591,643	24,441,257	29,480,840	23,695,775	51.00

⁽¹⁾ In full-time equivalents

FY 2018-19 APPROVED OPERATING BUDGET
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
UTILITY ENTERPRISE FUND

	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
BEGINNING WORKING CAPITAL:	8,114,081	8,698,344	8,883,992	8,883,992	7,858,183
OPERATING REVENUE:					
Water Sales	14,013,898	14,710,779	15,990,385	16,509,981	15,650,000
Wastewater Sales	7,909,288	8,054,884	8,461,691	8,377,050	8,000,000
Tap & Inspection Fees	166,913	164,608	102,000	139,576	90,000
Reconnects & Transfers	222,413	202,962	202,500	202,586	215,000
Interest Income	82,290	175,278	120,000	302,191	120,000
Miscellaneous Income	863,926	945,807	205,000	2,260,471	205,000
Total Operating Revenue	23,258,728	24,254,317	25,081,576	27,791,857	24,280,000
TRANSFERS IN:	0	522,974	0	663,173	0
TOTAL REVENUE AND TRANSFERS	23,258,728	24,777,292	25,081,576	28,455,030	24,280,000
OPERATING EXPENDITURES:					
Personnel	3,254,832	3,084,394	3,470,982	3,464,040	3,681,043
Supplies	509,344	657,426	780,579	779,018	897,085
Maintenance	1,103,015	1,395,677	1,428,319	1,425,462	1,436,900
Services	12,712,493	13,130,205	14,640,090	14,867,319	13,117,126
Insurance	0	0	0	0	949,877
Debt Service	2,766,491	2,497,634	1,505,044	1,502,034	1,564,244
Capital Outlay	656,097	0	750,500	748,999	228,500
Total Expenditures	21,002,273	20,765,336	22,575,514	22,786,872	21,874,775
TRANSFERS OUT:					
Transfer to General Fund - Admin Fee	1,650,769	1,826,307	1,865,743	1,609,234	1,821,000
Transfer to Economic Development Fund	0	2,000,000	0	0	0
Transfer to Capital Equipment Fund	21,424	0	0	0	0
Total Transfers Out	1,672,193	3,826,307	1,865,743	1,609,234	1,821,000
TOTAL EXPENDITURES AND TRANSFERS	22,674,465	24,591,643	24,441,257	24,396,106	23,695,775
SURPLUS / (DEFICIT)	584,263	185,648	640,319	4,058,925	584,225
TRANSFER TO CAPITAL PROJECTS FUND	0	0	5,084,734	5,084,734	0
ENDING WORKING CAPITAL:	8,698,344	8,883,992	4,439,577	7,858,183	8,442,408
FUND BALANCE REQUIREMENT:	3,452,428	3,413,480	3,711,043	3,745,787	3,595,853

* Fund balance requirement is 16% of total net budgeted expenses or 60 days of operation.
The FY 2018-19 projected Ending Working Capital Balance represents **141** days of operation.

**FY 2018-19 APPROVED OPERATING BUDGET
REVENUE DETAIL
UTILITY ENTERPRISE FUND**

Account / Description	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved	Change From FY17 Actual	Change From FY18 Budget
34505 Water Sales	13,869,776	14,505,702	15,840,385	16,200,313	15,500,000	7%	-2%
34506 Raw Water Sales	144,122	205,077	150,000	309,669	150,000	-27%	0%
WATER SALES	14,013,898	14,710,779	15,990,385	16,509,981	15,650,000	6%	-2%
WASTEWATER SALES	7,909,288	8,054,884	8,461,691	8,377,050	8,000,000	-1%	-5%
34533 Water Tap Fees	38,075	44,390	25,000	39,200	30,000	-32%	20%
34535 Utility Inspection Fee	90,113	103,644	70,000	96,615	50,000	-52%	-29%
34564 Wastewater Tap Fees	6,365	6,730	7,000	7,195	10,000	49%	43%
34590 Sprinkler Service Fee	32,360	9,843	0	(3,434)	0	-100%	0%
TAP & INSPECTION FEES	166,913	164,608	102,000	139,576	90,000	-45%	-12%
34536 Reconnect/Transfer Charges	14,713	14,517	12,500	14,884	15,000	3%	20%
34539 Penalties on Non-Payments	207,700	188,445	190,000	187,702	200,000	6%	5%
RECONNECTS & TRANSFERS	222,413	202,962	202,500	202,586	215,000	6%	6%
39230 Interest Income	77,671	179,393	120,000	305,681	120,000	-33%	0%
39249 Other General Interest	7,652	6,616	0	6,761	0	-100%	0%
39250 Chg. In Investment Value	(3,033)	(10,731)	0	(10,250)	0	-100%	0%
INTEREST INCOME	82,290	175,278	120,000	302,191	120,000	-32%	0%
39270 Refund TRA	821,280	886,131	175,000	2,239,882	175,000	-80%	0%
39280 Extraordinary Gain or Loss	(3,142)	0	0	0	0	0%	0%
39951 Sale of Labor & Materials	14,730	175	5,000	275	5,000	2757%	0%
39995 Over / Short	0	(96)	0	10	0	-100%	0%
39999 Misc. Revenue	31,058	59,597	25,000	20,305	25,000	-58%	0%
MISCELLANEOUS	863,926	945,807	205,000	2,260,471	205,000	-78%	0%
39990 Contributed Capital - Donated Assets	0	0	0	656,667	0	0%	0%
53122 Transfer in from 4B Fund	0	522,974	0	6,506	0	-100%	0%
TRANSFERS / CONTRIBUTIONS	0	522,974	0	663,173	0	-100%	0%
TOTAL UTILITY FUND REVENUE	23,258,728	24,777,292	25,081,576	28,455,030	24,280,000	-2%	-3%

FY 2018-19 APPROVED OPERATING BUDGET
 UTILITY ENTERPRISE FUND DEPARTMENTAL SUMMARY
 BY DIVISION

Expenditures by Division	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Water Distribution	2,866,793	2,606,238	1,382,111	1,379,347	1,651,503
Water Treatment	9,991,169	10,084,407	11,643,782	11,620,495	10,919,612
Utility Billing	571,422	573,012	637,569	636,294	645,700
Wastewater Collection	1,485,736	995,818	1,430,872	1,428,010	965,350
Wastewater Treatment	3,586,777	3,739,794	3,355,843	3,349,131	3,306,564
Utility Administrative Services	5,603,038	5,631,433	4,991,080	10,069,563	5,207,046
Permanent Capital Maintenance	399,034	574,717	1,000,000	998,000	1,000,000
Total	24,503,969	24,205,419	24,441,257	29,480,840	23,695,775

PERSONNEL - FULL TIME EQUIVALENTS (FTE)

<u>PUB WKS - WATER DISTRIBUTION</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2018</u>	<u>2019</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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PUB WKS - WATER TREATMENT

W/WW Plant Manager	0	0.5	0.5	0.5	0.5
Utility Manager	1	1	1	1	1
Water Plant Manager	1	0	0	0	0
Assistant Water Plant Manager	1	1	1	1	1
Water Quality Tech	0	1	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	12.00	12.50	12.50	12.50	12.50

FY 2018-19 APPROVED OPERATING BUDGET
 UTILITY ENTERPRISE FUND DEPARTMENTAL SUMMARY
 BY DIVISION

<u>PUB WKS - WW COLLECTION</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2018</u>	<u>2019</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>					
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	4	4	4	4
Plant Operator Trainee	2	1	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>					
Accounting Manager	0	0.5	0.5	0.5	0.5
Accountant	1	0	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	1	1	1	1
Billing Clerk	2	1	1	1	1
A/P Clerk	0.5	0.5	0.5	0.5	0.5
TOTAL FULL-TIME POSITIONS	5.50	5.00	5.00	5.00	5.00

TOTAL UTILITY FUND	51.00	51.00	51.00	51.00	51.00
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**Public Works - Water Distribution
200-530-001**

<u>Expenditures by Major Object</u>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel	975,094	946,494	974,856	972,906	1,047,306
Supplies	40,535	186,493	54,142	54,034	178,600
Maintenance	94,216	131,209	162,719	132,454	132,800
Services	87,541	59,353	99,894	99,694	102,297
Capital Outlay	289,208	0	120,500	120,259	190,500
Total	2,866,793	2,606,238	1,412,111	1,379,347	1,651,503

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>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Meter change outs due to failure or inaccuracy (< 1% of total meters)	1071	<140	<140	<140	<140
Meter reading accuracy	99%	99%	99%	99%	99%
Cycle main line valves system wide	351	1,000	1,385	2,000	1,500
Flush entire water system annually	N/A	1 x Year	1 x Year	1 x Year	1 x Year
Emergency callout response time (minutes)	13	30	30	30	30
Water meter change outs (per month)	93	118	118	118	118
Average number of days for work order completion (exclude taps)	N/A	N/A	N/A	7	<10

**Public Works - Water Treatment
200-530-002**

Expenditures by Major Object	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel Services	790,483	748,283	857,040	855,326	928,208
Supplies	246,421	245,234	415,513	414,682	425,700
Maintenance	64,723	70,772	73,965	63,887	71,400
Services	8,840,784	8,975,534	10,187,214	10,166,840	9,494,304
Capital Outlay	0	0	120,000	119,760	0
Total	9,991,169	10,084,407	11,653,732	11,620,495	10,919,612

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>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
TOC compliance	100%	100%	100%	100%	100%
Average NTU / turbidity level	0.095	<0.10	<0.10	<0.10	<0.10
Average manganese level	0.009	0.010	0.010	0.010	0.010
THM / HHA5s formation limit	38.1/24.3	<50/30	<50/30	<50/30	<50/30
Distribution system bacteriological samples per month	50	50.0	50.0	50.0	50.0
In-house safety inspections per year	12	12	12	12	12
Maintain distribution system / flush dead-end mains	NA	NA	NA	NA	>0.5/ 2,376
Clean and inspect all ground and elevated storage tanks yearly	NA	NA	NA	NA	1x
Unaccounted Water Loss %	NA	NA	NA	NA	0.000
Maintenance costs (quarterly) per million gallons of water treated	45.14	<\$38.00	<\$38.00	<\$38.00	<\$47.00

Fiscal Services - Utility Billing
200-530-003

<u>Expenditures by Major Object</u>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel	316,790	313,897	311,644	311,021	319,775
Supplies	79,961	72,129	103,000	102,794	79,925
Services	174,671	186,986	222,925	222,479	246,000
Total	571,422	573,012	637,569	636,294	645,700

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>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Average active residential accounts per month	12,416	12,483	12,500	12,500	12,550
Average active non-residential accounts per month	2,255	2,259	2,300	2,350	2,400
Average cut-off notices per month	1,022	968	1,000	1,000	1,000

**Public Works - Wastewater Collection
200-531-001**

<u>Expenditures by Major Object</u>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel	623,468	494,893	701,999	700,595	725,390
Supplies	62,889	62,477	71,368	71,225	61,260
Maintenance	87,577	83,687	122,200	92,016	92,200
Services	161,026	143,711	55,305	55,194	86,500
Capital Outlay	366,889	0	510,000	508,980	0
Total	1,485,700	995,658	1,460,872	1,428,010	965,350

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>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Reportable sanitary sewer overflows	2	0	0	3	0
Identify and repair I&I problem areas	4	36	36	15	20
Sewer manholes inspected	456	322	322	200	322
Sewer manholes repaired	4	33	33	20	33
Sewer manholes rehabbed	3	33	33	10	33
TV inspection of sewer lines in linear feet	18,613	53,000	53,000	30,000	53,000
Linear feet of sewer lines cleaned	412,600	607,200	607,200	30,000	607,200
Emergency callout response time (min.)	9	30	30	30	30

**Public Works - Wastewater Treatment (Resource Recovery Facility RRF)
200-531-002**

<u>Expenditures by Major Object</u>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel	546,907	580,827	625,443	624,192	660,364
Supplies	76,419	87,250	129,056	128,798	144,100
Maintenance	83,426	148,908	147,885	139,106	139,200
Services	1,848,972	1,992,893	2,461,959	2,457,035	2,324,900
Capital Outlay	0	0	0	0	38,000
Total	3,586,777	3,739,794	3,364,343	3,349,131	3,306,564

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>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Cross-trained operators per year	7	1	1	1	0
Ammonia mg/l Summer / Ammonia mg/l Winter Ammonia Nitrogen Seasonal (Permit)	5.00	<1.5 / 3.0	<1.5 / 3.0	<1.5 / 3.0	<1.5 / 3.0
BOD mg/l	14.00	<5	<5	<5	<5
TSS mg/l	7.00	<5	<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	\$0.97	<\$1.25	<\$1.25	<\$1.25	<\$1.25
Daily average flow (million gallons per day)	3.405	<4.00	<3.49	<4.00	<4.00
Average peak flow (million gallons per day)	5.059	<5.75	<12.00	<12.00	<12.00
Quarterly maintenance costs per million gallons treated	\$43.65	<\$66.75	<\$120.00	<\$66.75	<\$120.00

**Fiscal Services - Utility Administrative Services
200-533-001**

<u>Expenditures by Major Object</u>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Supplies	3,119	3,842	7,500	7,485	7,500
Maintenance	0	0	0	0	1,300
Services	1,605,096	1,771,728	1,612,793	1,609,567	863,125
Utility Bond Expense	122,629	29,556	1,505,044	1,502,034	1,564,244
Insurance	0	0	0	0	949,877
Transfers	3,872,193	3,826,307	1,865,743	6,950,477	1,821,000
Total	5,603,038	5,631,433	4,991,080	10,069,563	5,207,046

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
200-534-000**

Expenditures by Major Object	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Maintenance	342,891	574,717	1,000,000	998,000	1,000,000
Capital Outlay	56,142	0	0	0	0
Total	399,034	574,717	1,000,000	998,000	1,000,000

FY 2018-19 APPROVED OPERATING BUDGET
FUND 210 - GOLF

- Budget At-A-Glance -

REVENUE AND OTHER FINANCING SOURCES:	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved	
Cart and Club Rentals	687,793	627,000	657,058	686,000	
Tournament Fees	2,108	4,000	2,250	3,000	
Driving Range	213,011	255,000	198,286	215,000	
Golf Pro Shop % of Sales	217,417	200,000	247,092	225,000	
Golf Course Green Fees	1,441,966	1,385,000	1,430,023	1,475,000	
Annual Green Fee Memberships	274,307	225,000	273,157	280,000	
Restaurant % of Sales	29,740	35,000	35,889	35,000	
Lesson Income	39,097	30,000	27,366	40,000	
Interest Income	1,531	1,000	2,712	1,400	
Golf Sub-Lease	243,981	240,000	218,124	240,000	
Miscellaneous	24,852	22,000	13,478	22,000	
Total	3,175,804	3,024,000	3,105,435	3,222,400	
EXPENDITURES AND OTHER FINANCING USES:	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved	
Personnel	1,404,999	1,396,539	1,393,746	1,443,651	
Supplies	343,333	352,357	351,653	355,798	
Maintenance	106,825	127,700	127,445	91,500	
Services	718,667	710,487	709,066	359,291	
Insurance	0	0	0	454,290	
Transfers Out	108,147	343,875	98,878	109,500	
Capital Outlay	226,604	90,000	89,820	408,370	
Total	2,908,574	3,020,958	2,770,608	3,222,400	
EXPENDITURES AND PERSONNEL BY PROGRAM:	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved	Personnel ⁽¹⁾
Pro Shop	1,605,418	1,661,287	1,413,655	1,556,259	6.00
Course Maintenance	1,303,157	1,359,671	1,356,953	1,666,141	13.00
Total	2,908,574	3,020,958	2,770,608	3,222,400	19.00

⁽¹⁾ In full-time equivalents

FY 2018-19 APPROVED OPERATING BUDGET
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
GOLF FUND

	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
BEGINNING WORKING CAPITAL:	(2,576,375)	(3,251,040)	(2,983,810)	(2,983,810)	(2,648,983)
OPERATING REVENUE:					
Cart and Club Rentals	613,284	687,793	627,000	657,058	686,000
Tournament Fees	2,650	2,108	4,000	2,250	3,000
Driving Range	208,915	213,011	255,000	198,286	215,000
Golf Pro Shop Sales	183,665	217,417	200,000	247,092	225,000
Golf Course Green Fees	1,317,339	1,441,966	1,385,000	1,430,023	1,475,000
Annual Green Fee Memberships	200,000	274,307	225,000	273,157	280,000
Restaurant % of Sales	28,523	29,740	35,000	35,889	35,000
Lesson Income	15,795	39,097	30,000	27,366	40,000
Interest Income	701	1,531	1,000	2,712	1,400
Golf Sub-Lease	222,149	243,981	240,000	218,124	240,000
Miscellaneous Income	27,667	24,852	22,000	13,478	22,000
Total Operating Revenue	2,820,688	3,175,804	3,024,000	3,105,435	3,222,400
TRANSFERS IN:	0	0	0	0	0
TOTAL REVENUE AND TRANSFERS	2,820,688	3,175,804	3,024,000	3,105,435	3,222,400
OPERATING EXPENDITURES:					
Personnel	1,382,107	1,404,999	1,396,539	1,393,746	1,443,651
Supplies	575,071	343,333	352,357	351,653	355,798
Maintenance	98,909	106,825	127,700	127,445	91,500
Services	713,347	718,667	710,487	709,066	359,291
Insurance	0	0	0	0	454,290
Debt Service	486,723	0	0	0	0
Capital Outlay	140,365	226,604	90,000	89,820	408,370
Total Operating Expenditures	3,396,523	2,800,427	2,677,083	2,671,730	3,112,900
TRANSFERS OUT:					
Transfer to General Fund - Admin Fee	98,831	108,147	103,875	98,878	109,500
Transfer to Capital Project Fund	0	0	240,000	0	0
Total Transfers Out	98,831	108,147	343,875	98,878	109,500
TOTAL EXPENDITURES AND TRANSFERS	3,495,353	2,908,574	3,020,958	2,770,608	3,222,400
SURPLUS / (DEFICIT)	(674,665)	267,230	3,042	334,827	0
ENDING WORKING CAPITAL:	(3,251,040)	(2,983,810)	(2,980,768)	(2,648,983)	(2,648,983)

**FY 2018-19 APPROVED OPERATING BUDGET
REVENUE DETAIL
GOLF FUND**

Account / Description	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved	Change From FY17 Actual	Change From FY18 Budget
34600 Golf Club Rental Revenues	20,863	28,278	24,000	23,308	26,000	-8%	8%
34602 Range Cr Card Machine Revenues	46,219	67,375	60,000	54,041	55,000	-18%	-8%
34606 Cart Rentals	592,421	659,515	603,000	633,750	660,000	0%	9%
34607 Tournament Fees	2,650	2,108	4,000	2,250	3,000	42%	-25%
34610 Driving Range	162,695	145,636	195,000	144,245	160,000	10%	-18%
34616 Golf Merchandise Sales	182,288	217,417	200,000	247,092	225,000	3%	13%
34620 Golf Course Green Fees	1,317,339	1,441,966	1,385,000	1,430,023	1,475,000	2%	6%
34622 Annual Green Fee Memberships	200,000	274,307	225,000	273,157	280,000	2%	24%
34625 Restaurant % of Sales	28,523	29,740	35,000	35,889	35,000	18%	0%
34630 Lesson Income	15,795	39,097	30,000	27,366	40,000	2%	33%
34635 Golf Sub-Lease	222,149	243,981	240,000	218,124	240,000	-2%	0%
39230 Interest Income	311	626	334	1,103	550	-12%	65%
39231 Interest Income - '98 Bonds	235	472	333	832	400	-15%	20%
39232 Interest Income - '02 Tax Note	155	432	333	777	450	4%	35%
39999 Miscellaneous Income	21,720	23,654	22,000	14,955	22,000	-7%	0%
53000 Contributions from Other Funds	1,741,670	0	0	0	0	0%	0%
TOTAL FUND REVENUE	4,564,839	3,175,804	3,024,000	3,105,435	3,222,400	1%	7%

FY 2018-19 APPROVED OPERATING BUDGET
 GOLF FUND DEPARTMENTAL SUMMARY
 BY DIVISION

Expenditures by Division	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Pro Shop	1,673,987	1,605,418	1,661,287	1,413,655	1,556,259
Course Maintenance	1,331,122	1,303,157	1,359,671	1,356,952	1,666,141
Total	3,005,109	2,908,575	3,020,958	2,770,608	3,222,400

PERSONNEL - FULL TIME EQUIVALENTS (FTE)

<u>GOLF FUND - PRO SHOP</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2018</u>	<u>2019</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	0	0	0	0
Assistant Golf Pro	3	4	4	4	4
PRO SHOP FULL-TIME POSITIONS	6.00	6.00	6.00	6.00	6.00

<u>GOLF FUND - COURSE MAINTENANCE</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2018</u>	<u>2019</u>
Greens Superintendent	1	1	1	1	1
Assistant Greens Superintendent	1	1	1	1	1
Groundskeeper	10	10	10	10	10
Golf Course Mechanic	1	1	1	1	1
COURSE MAINT. FULL-TIME POSITIONS	13.00	13.00	13.00	13.00	13.00

TOTAL GOLF FUND	19.00	19.00	19.00	19.00	19.00
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Golf - Pro Shop
210-340-001

<u>Expenditures by Major Object</u>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel Services	628,129	654,611	641,370	640,087	671,657
Supplies	366,159	146,221	134,652	134,383	147,760
Maintenance	20,667	19,625	27,000	26,946	17,000
Services	542,208	492,678	514,390	513,361	156,052
Insurance	0	0	0	0	454,290
Capital Outlay	17,994	184,134	0	0	0
Transfers	98,831	108,147	343,875	98,878	109,500
Total	1,673,987	1,605,418	1,661,287	1,413,655	1,556,259

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>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Number of tournaments held annually	130	130	130	130	130
Number of participants in junior golf activities	775	775	775	775	775
Number of participants in special community development programs	1,900	1,900	1,900	1,900	1,900
Number of staff training sessions held	12	12	12	12	12
Annual rounds of golf played	55,913	64,424	70,000	65,000	65,000

**Golf - Course Maintenance
210-340-002**

<u>Expenditures by Major Object</u>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Approved
Personnel Services	753,978	750,387	755,169	753,659	771,994
Supplies	208,912	197,112	217,705	217,270	208,038
Maintenance	74,721	87,199	100,700	100,499	74,500
Services	171,140	225,988	196,097	195,705	203,239
Capital Outlay	122,371	42,469	90,000	89,820	408,370
Total	1,331,122	1,303,157	1,359,671	1,356,953	1,666,141

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>	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 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	16	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."

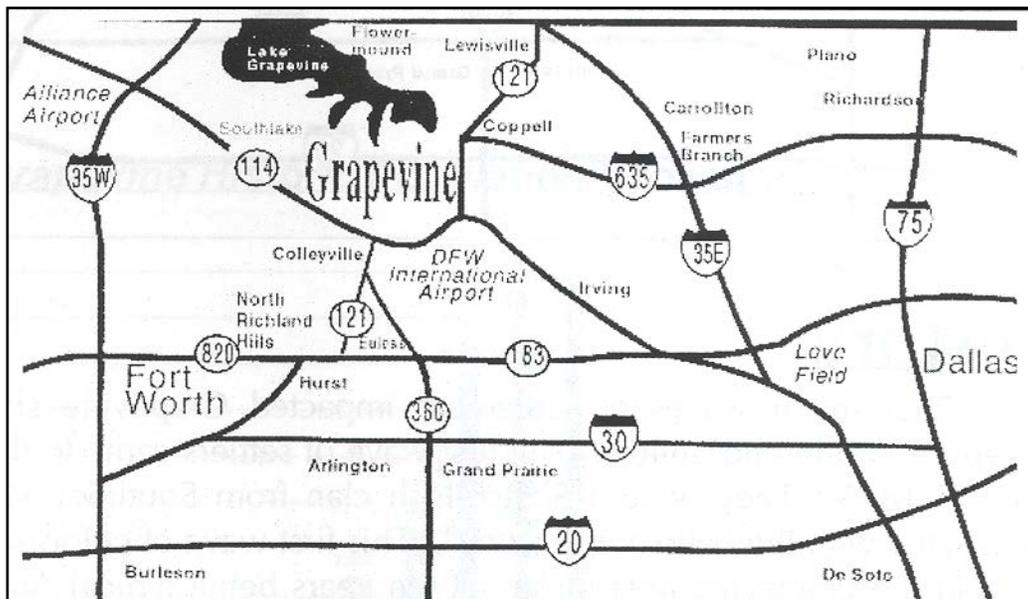
Grapevine has a total area of 35.85 square miles and is along a transitional zone between the eastern edge of the eastern Cross Timbers and the western side of the Black Prairie. The terrain is a combination of level ground and rolling hills and is heavily wooded in parts. The soils are heavy blackland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



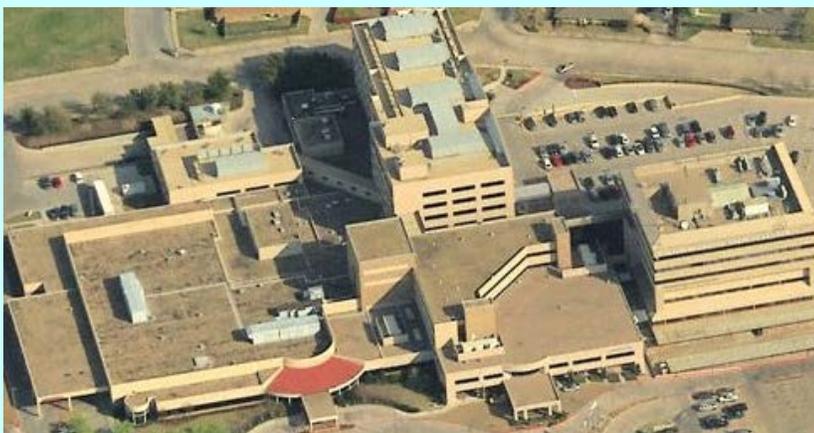
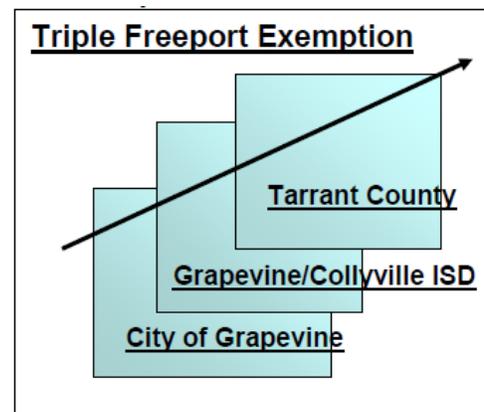
DFW Airport contains approximately 18,000 acres and directly employs some 60,000 personnel. The airport has seven runways, 165 gates, and is served by 25 passenger airlines and 22 cargo airlines. Every major city in the continental United States can be accessed within four hours. It ranks 4th in the world in terms of operations and 12th in terms of passengers. In 2018 the airport served over 69 million passengers and has an economic impact of \$37 billion.

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 Scott & White Medical Center at Grapevine is a 302-bed, full-service, fully-accredited not-for-profit hospital, serving residents in more than 20 cities throughout the Dallas/Fort Worth Metroplex. The hospital offers advanced medical services for heart and vascular, women and children, neurosciences, stroke, orthopedics, spine, diagnostic imaging, neonatal intensive care, intensive and emergency care.

Founded as a Christian ministry of healing, Baylor Scott & White Health exists to serve all people through exemplary healthcare, education, research and community service. Baylor Scott & White – Grapevine has a rich history of providing safe, quality, compassionate healthcare to each and every one of the communities we serve.

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!

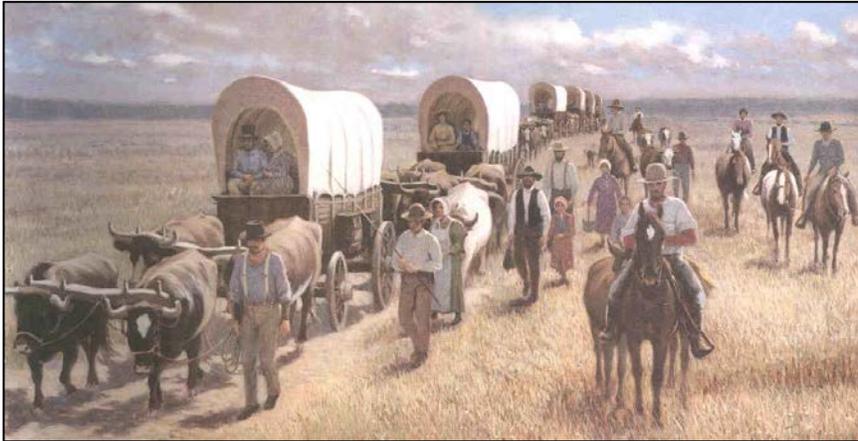


Five minutes from Dallas/Fort Worth International Airport in the center of the Metroplex and south of historic downtown Grapevine, The Grapevine Convention Center is a flexible, multi-use facility with 23,500 square feet of space. Pre-function areas are generous in size and finely appointed in decor,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

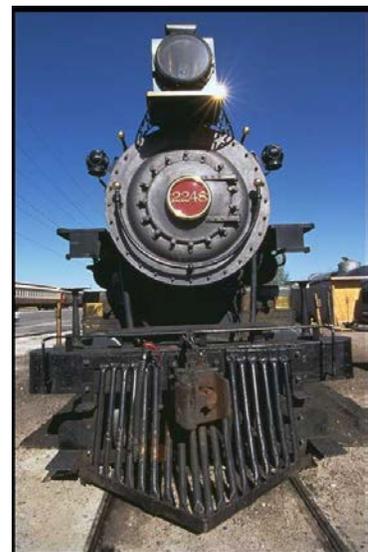
Much of the downtown Grapevine's Main Street is listed in the National Register of Historic Places, as is the Cotton Belt Railroad historic District, where the restored 1901 Cotton Belt Depot and 1888 Section Foreman's House anchor the Grapevine Heritage Center complex. History lives on at the center, 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!

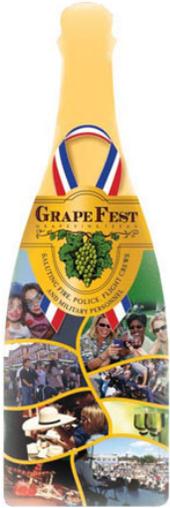
Summer Blast – Enjoy a summer jam-packed with cool events while you take advantage of some really hot summer hotel deals. Enjoy entertainment including spectacular fireworks shows that light up the sky every Friday night, excursions on the Grapevine Vintage Railroad, wine trails, an abundance of shopping, 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:	608
Population: (Sept 2018 estimate)	52,490
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:	38.7
Average Age:	37.4
Percentage Population 25+ by Education Level:	
Elementary	3.7%
Some H.S.	4.3%
High School	18.1%
Some College	22.0%
Assoc. Degree	6.2%
Bachelor Degree	31.8%
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: \$80,477	
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	20,929
Total Households	19,765
Occupancy Rate	94.5%
Percentage Owner Occupied	58.4%
Household Percentage By Type:	
Family Households	70.9%
Non-family Households	29.1%
Average Market Value of Single-Family Residence: (Sept 2018) \$342,740	
Civilian Labor Force: (October 2018)	
Grapevine	32,190
Tarrant County	1,063,842
Unemployment Rate: (October 2018)	
Grapevine	2.9
Tarrant County	3.2
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	65,000
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	20
Total Employees	1,855
Number of Teachers	975
Total District Enrollment	13,812
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	\$172 million
Expenditure per Student	\$12,450
Average SAT Score	1,621
Average AP Exam Score	3.15
Total Appraised Value: (July 2018)	
	\$13,274,777,234
Net Taxable Value: (July 2018)	
	\$8,730,311,913
Total Value of New Construction: (July 2018)	
	\$177,584,953
Major Employers: [Site Employment]	
Gaylord Texan Resort & Convention Center	1,800
DFW International Airport	60,000
Grapevine-Colleyville ISD	1,855
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.	\$552,616,624	
Gaylord Texan	\$350,206,304	
Grapevine Mills Mall	\$325,584,308	
Mesa Airlines Inc.	\$145,445,408	
Great Wolf Lodge	\$112,194,437	
Fund Riverwalk LLC	\$101,400,000	
CAE Simuflite Inc.	\$76,263,080	
Silver Oaks LP	\$75,200,000	
Oncor Electric Delivery Co. LLC	\$68,099,845	
925 Main, LP	\$64,000,000	
Bond Ratings:	General	Revenue
Moody's	Aa2	A1
Standard & Poor's	AA+	A

FY 2018-19 Tax Rate Comparison					
	City	County	School	Hospital & College	Combined
Grapevine	0.289271	0.234000	1.396700	0.360499	2.280470
Arlington	0.634800	0.234000	1.368670	0.360499	2.597969
Bedford	0.561862	0.234000	1.273000	0.360499	2.429361
Carrollton	0.594970	0.253100	1.370000	0.403400	2.621470
Cedar Hill	0.697028	0.253100	1.376000	0.403400	2.729528
Dallas	0.776700	0.253100	1.412035	0.403400	2.845235
Eules	0.462500	0.234000	1.273000	0.360499	2.329999
Fort Worth	0.785000	0.234000	1.352000	0.360499	2.731499
Garland	0.704600	0.253100	1.460000	0.403400	2.821100
Grand Prarie	0.669998	0.253100	1.595000	0.403400	2.921498
Haltom City	0.653000	0.234000	1.453900	0.360499	2.701399
Hurst	0.580000	0.234000	1.273000	0.360499	2.447499
Irving	0.594100	0.253100	1.401100	0.403400	2.651700
Keller	0.413250	0.234000	1.510000	0.360499	2.517749
Mansfield	0.710000	0.234000	1.540000	0.360499	2.844499
Mesquite	0.734000	0.253100	1.520000	0.403400	2.910500

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, 2018

Adjusted Tax Base Valuation	\$8,667,925,751
Constitutional Limit	2.5% of assessed valuation
Maximum Constitutional Revenue Available	\$216,698,143
Tax Rate to Achieve Maximum Tax Revenue	\$2.50 per \$100 of valuation
Adopted Tax Rate for 2018-19	\$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 2018-19 debt service requirements, and the 2018 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.

2018 Tax Rate Calculation Worksheet

Date: 07/25/2018 08:19 AM

Taxing Units Other Than School Districts or Water Districts

City of Grapevine

817-481-1242

Taxing Unit Name

Phone (area code and number)

200 Main St, Grapevine, TX 76051

www.grapevinetexas.gov

Taxing Unit's Address, City, State, ZIP Code

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. 2017 total taxable value. Enter the amount of 2017 taxable value on the 2017 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	\$8,342,128,457
2. 2017 tax ceilings. Counties, cities and junior college districts. 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 unit adopted the tax ceiling provision in 2017 or a prior year for homeowners age 65 or older or disabled, use this step. ²	\$0
3. Preliminary 2017 adjusted taxable value. Subtract Line 2 from Line 1.	\$8,342,128,457
4. 2017 total adopted tax rate.	\$0.289271/\$100
5. 2017 taxable value lost because court appeals of ARB decisions reduced 2017 appraised value.	
A. Original 2017 ARB Values.	\$1,071,254,827
B. 2017 values resulting from final court decisions.	\$979,888,421
C. 2017 value loss. Subtract B from A. ³	\$91,366,406
6. 2017 taxable value, adjusted for court-ordered reductions. Add Line 3 and Line 5C.	\$8,433,494,863
7. 2017 taxable value of property in territory the taxing unit deannexed after Jan. 1, 2017. Enter the 2017 value of property in deannexed territory. ⁴	\$0
8. 2017 taxable value lost because property first qualified for an exemption in 2018.	

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 2017 market value:	\$557,611
B. Partial exemptions. 2018 exemption amount or 2018 percentage exemption times 2017 value:	\$25,298,470
C. Value loss. Add A and B. ⁵	\$25,856,081
9. 2017 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 2018. Use only properties that qualified in 2018 for the first time; do not use properties that qualified in 2017.	
A. 2017 market value:	\$0
B. 2018 productivity or special appraised value:	\$0
C. Value loss. Subtract B from A. ⁶	\$0
10. Total adjustments for lost value. Add lines 7, 8C and 9C.	\$25,856,081
11. 2017 adjusted taxable value. Subtract Line 10 from Line 6.	\$8,407,638,782
12. Adjusted 2017 taxes. Multiply Line 4 by Line 11 and divide by \$100.	\$24,320,860
13. Taxes refunded for years preceding tax year 2017. Enter the amount of taxes refunded by the taxing unit for tax years preceding tax year 2017. 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 2017. This line applies only to tax years preceding tax year 2017. ⁷	\$104,799
14. Taxes in tax increment financing (TIF) for tax year 2017. 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 2018 captured appraised value in Line 16D, enter 0. ⁸	\$1,700,555
15. Adjusted 2017 taxes with refunds and TIF adjustment. Add Lines 12 and 13, subtract Line 14. ⁹	\$22,725,104
16. Total 2018 taxable value on the 2018 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:	\$8,730,311,903
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 2018 captured appraised value of property taxable	\$585,341,503

by a taxing unit in a tax increment financing zone for which the 2018 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	
E. Total 2018 value. Add A and B, then subtract C and D.	\$8,144,970,400
17. Total value of properties under protest or not included on certified appraisal roll. ¹²	
A. 2018 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	\$186,008,985
B. 2018 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	\$193,952,830
C. Total value under protest or not certified: Add A and B.	\$379,961,815
18. 2018 tax ceilings. Counties, cities and junior colleges enter 2018 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 2017 or a prior year for homeowners age 65 or older or disabled, use this step. ¹⁵	\$0
19. 2018 total taxable value. Add Lines 16E and 17C. Subtract Line 18.	\$8,524,932,215
20. Total 2018 taxable value of properties in territory annexed after Jan. 1, 2017. Include both real and personal property. Enter the 2018 value of property in territory annexed. ¹⁶	\$0
21. Total 2018 taxable value of new improvements and new personal property located in new improvements. New means the item was not on the appraisal roll in 2017. 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, 2017, and be located in a new improvement. New improvements do include property on which a tax abatement agreement has expired for 2018. ¹⁷	\$187,447,730
22. Total adjustments to the 2018 taxable value. Add Lines 20 and 21.	\$187,447,730
23. 2018 adjusted taxable value. Subtract Line 22 from Line 19.	\$8,337,484,485
24. 2018 effective tax rate. Divide Line 15 by Line 23 and multiply by \$100. ¹⁸	\$0.272565/\$100
25. COUNTIES ONLY. Add together the effective tax rates for each type of tax the county levies. The total is the 2018 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)

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)

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)

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. 2017 maintenance and operations (M&O) tax rate.	\$0.134740/\$100
27. 2017 adjusted taxable value. Enter the amount from Line 11.	\$8,407,638,782
28. 2017 M&O taxes.	
A. Multiply Line 26 by Line 27 and divide by \$100.	\$11,328,452
B. Cities, counties and hospital districts with additional sales tax: Amount of additional sales tax collected and spent on M&O expenses in 2017. Enter amount from full year's sales tax revenue spent for M&O in 2017 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 2017: 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 2017. This line applies only to tax years preceding tax year 2017.	\$48,815
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 2018 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.	\$11,377,267

29. 2018 adjusted taxable value. Enter Line 23 from the Effective Tax Rate Worksheet.	\$8,337,484,485
30. 2018 effective maintenance and operations rate. Divide Line 28H by Line 29 and multiply by \$100.	\$0.136459/\$100
31. 2018 rollback maintenance and operation rate. Multiply Line 30 by 1.08.	\$0.147375/\$100
<p>32. Total 2018 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> <ul style="list-style-type: none"> (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>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>\$13,366,005</p> <p>\$0</p> <p>\$0</p> <p>\$13,366,005</p>
33. Certified 2017 excess debt collections. Enter the amount certified by the collector.	\$0
34. Adjusted 2018 debt. Subtract Line 33 from Line 32D.	\$13,366,005
35. Certified 2018 anticipated collection rate. Enter the rate certified by the collector. If the rate is 100 percent or greater, enter 100 percent.	100.00%
36. 2018 debt adjusted for collections. Divide Line 34 by Line 35	\$13,366,005
37. 2018 total taxable value. Enter the amount on Line 19.	\$8,524,932,215
38. 2018 debt tax rate. Divide Line 36 by Line 37 and multiply by \$100.	\$0.156787/\$100
39. 2018 rollback tax rate. Add Lines 31 and 38.	\$0.304162/\$100
40. COUNTIES ONLY. Add together the rollback tax rates for each type of tax the county levies. The total is the 2018 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
<p>41. Taxable Sales. For taxing units that adopted the sales tax in November 2017 or May 2018, enter the Comptroller's estimate of taxable sales for the previous four quarters.²⁰ Estimates of taxable sales may be obtained through the Comptroller's Allocation Historical Summary webpage. Taxing units that adopted the sales tax before November 2017, skip this line.</p>	\$0
<p>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</p> <p>Taxing units that adopted the sales tax in November 2017 or in May 2018. Multiply the amount on Line 41 by the sales tax rate (.01, .005 or .0025, as applicable) and multiply the result by .95.²²</p> <p>- or -</p> <p>Taxing units that adopted the sales tax before November 2017. Enter the sales tax revenue for the previous four quarters. Do not multiply by .95.</p>	\$0
<p>43. 2018 total taxable value. Enter the amount from Line 37 of the Rollback Tax Rate Worksheet.</p>	\$8,524,932,215
<p>44. Sales tax adjustment rate. Divide Line 42 by Line 43 and multiply by \$100.</p>	\$0/\$100
<p>45. 2018 effective tax rate, unadjusted for sales tax.²³ Enter the rate from Line 24 or 25, as applicable, on the Effective Tax Rate Worksheet.</p>	\$0.272565/\$100
<p>46. 2018 effective tax rate, adjusted for sales tax. Taxing units that adopted the sales tax in November 2017 or in May 2018. Subtract Line 44 from Line 45. Skip to Line 47 if you adopted the additional sales tax before November 2017.</p>	\$0.272565/\$100
<p>47. 2018 rollback tax rate, unadjusted for sales tax.²⁴ Enter the rate from Line 39 or 40, as applicable, of the Rollback Tax Rate Worksheet.</p>	\$0.304162/\$100
<p>48. 2018 rollback tax rate, adjusted for sales tax. Subtract Line 44 from Line 47.</p>	\$0.304162/\$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. 2018 total taxable value. Enter the amount from Line 37 of the Rollback Tax Rate Worksheet.	\$8,524,932,215
51. Additional rate for pollution control. Divide Line 49 by Line 50 and multiply by \$100.	\$0/\$100
52. 2018 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).	\$0.304162/\$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)	\$0.272565
Rollback tax rate (Line 39; line 40 for counties; or line 48 if adjusted for sales tax)	\$0.304162
Rollback tax rate adjusted for pollution control (Line 52)	\$0.304162

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 Colette Ballinger

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.

PARS – An acronym for Public Agency Retirement Services, which contracts with the City of Grapevine to offer retirement benefits programs for part-time employees.

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.

TEXRail - a 27-mile commuter rail line extending from downtown Fort Worth, across northeast Tarrant County, through North Richland Hills and Grapevine, and into DFW International Airport's Terminal B.

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. 2018-060

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GRAPEVINE, TEXAS, APPROVING THE TAX ROLLS FOR TAX YEAR 2018 ON PROPERTY WITHIN THE CITY; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, on or by July 25, 2018, the Chief Appraisers of the Tarrant, Dallas and Denton Appraisal Districts approved and certified to the Grapevine City Council the Tax Rolls for 2018 with a total appraised value of \$13,559,435,077 and having a net taxable value of \$8,730,311,903; 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 City Council 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 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 2018 for the City of Grapevine, Texas be and hereby approved in the amount of \$13,559,435,077 for total appraised value.

Section 3. That the certified net taxable value (total appraised value less exemptions) of \$8,730,311,903 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 \$186,008,985 has been assigned to this property and \$193,952,830 in properties not on the rolls, for a total of \$379,961,815 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 7th day of August, 2018.

APPROVED:



William D. Tate
Mayor

ATTEST:


Tara Brooks
City Secretary



APPROVED AS TO FORM:


City Attorney

ORDINANCE NO. 2018-069

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, 2018 AND ENDING SEPTEMBER 30, 2019; 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 2018-2019 (FY 2019) 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 the ordinance have been met, including but not limited to the Open Meetings Act; and

WHEREAS, the City Council deems the adoption of this ordinance is 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 herein above are true and correct and are incorporated herein by reference as if copied in their entirety.

Section 2. That the appropriation amounts for the FY2018-2019 budget for the different funds of the City of Grapevine are hereby fixed as follows:

General Fund	\$67,724,922
Convention and Visitors Bureau Fund	22,256,698
Convention and Visitors Bureau Incentives Fund	5,286,581
Stormwater Drainage Fund	1,419,312
Crime Control and Prevention District Fund	17,688,130
Lake Parks Special Revenue Fund	2,755,632
4B Transit Fund	10,883,750
Economic Development Fund	3,761,250
Debt Service Fund	15,989,541
Utility Enterprise Fund	23,695,775
Golf Enterprise Fund	3,222,400
General Permanent Capital Maintenance Fund	1,541,000
Permanent Street Maintenance Fund	1,738,000

Section 3. That the City Council hereby adopts the revised budget for the fiscal year ending September 30, 2018 and the proposed Annual Operating Budget for the fiscal year ending September 30, 2019 and appropriates the funds contained therein.

Section 4. That a copy of the official adopted FY2018-2019 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 100-44701-120-001 in FY2018 and FY2019 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 FY2018 and FY2019.

Section 10. That the fact that the fiscal year begins on October 1, 2018 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 18th day of September, 2018.

APPROVED:



William D. Tate
Mayor

ATTEST:

Tara Brooks
Tara Brooks
City Secretary



APPROVED AS TO FORM:

[Signature]
City Attorney

ORDINANCE NO. 2018-070

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GRAPEVINE, TEXAS, SETTING THE ANNUAL TAX RATE FOR TAX YEAR 2018 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 2018-2019 (FY 2019), in compliance with appropriate state laws and the Charter of the City of Grapevine; and,

WHEREAS, public hearings were held on the FY 2019 budget and all interested parties were given an opportunity to be heard for or against any item contained therein; and,

WHEREAS, public hearings were held regarding the 2018 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 2018.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GRAPEVINE, TEXAS:

Section 1. That a tax rate is hereby levied upon all taxable property in the City of Grapevine, Texas for tax year 2018 at a rate of twenty-eight ninety-two seventy-one hundreds cents (\$0.289271) per one hundred dollars (\$100.00) valuation.

Section 2. 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 2018, 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 \$0.130614 per \$100 is levied.
- B. For Debt Service, a tax rate of \$0.158657 per \$100 is levied.

Section 3. That taxes levied by this ordinance shall be due and payable on the first day of October, 2018 and shall become delinquent on the first day of February, 2019, 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 4. That the fact that the fiscal year begins on October 1, 2018 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 18th day of September, 2018.

APPROVED:



William D. Tate
Mayor

ATTEST:



Tara Brooks
City Secretary



APPROVED AS TO FORM:



City Attorney

GRAPEVINE 4B ECONOMIC DEVELOPMENT CORPORATION

RESOLUTION NO. 4B 2018-002

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, 2018 AND ENDING SEPTEMBER 30, 2019; 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 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 2. That the Grapevine 4B Economic Development Corporation Board adopts the proposed operating budget for fiscal year ending September 30, 2019.

Section 3. 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 4. 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 5. That this budget proposal be transmitted to the Grapevine City Council and recommended for approval and inclusion in its operating budget for Fiscal Year 2019.

Section 6. That this resolution shall take effect from and after the date of its passage.

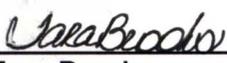
PASSED AND APPROVED BY THE GRAPEVINE 4B ECONOMIC DEVELOPMENT CORPORATION BOARD OF DIRECTORS OF THE CITY OF GRAPEVINE, TEXAS on this the 18th day of September, 2018.

APPROVED:



William D. Tate
Mayor

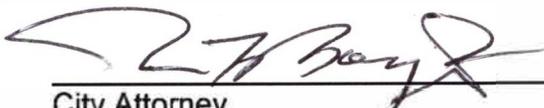
ATTEST:



Tara Brooks
City Secretary



APPROVED AS TO FORM:



City Attorney

**FY 2018-19 PROPOSED OPERATING BUDGET
 STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
 4B TRANSIT FUND**

	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Proposed
BEGINNING FUND BALANCE:	460,686	465,202	357	357	10,337
OPERATING REVENUE:					
Sales Tax	9,881,507	9,408,363	10,237,500	10,612,500	10,833,750
Interest Income	4,516	10,404	10,000	9,980	10,000
Total Operating Revenue	9,886,022	9,418,767	10,247,500	10,622,480	10,843,750
TRANSFERS IN:					
TOTAL REVENUE AND TRANSFERS	9,886,022	9,418,767	10,247,500	10,622,480	10,843,750
OPERATING EXPENDITURES:					
Contractual Services - The T 3/8 Cent	9,550,381	9,077,750	9,852,350	10,228,120	10,389,140
Total Operating Expenditures	9,550,381	9,077,750	9,852,350	10,228,120	10,389,140
TRANSFERS OUT:					
Transfer to Visitor Shuttle Fund	331,126	330,613	385,150	384,380	444,610
Transfer to Economic Development Fund	-	475,249	-	-	-
Total Transfers Out	331,126	805,862	385,150	384,380	444,610
TOTAL EXPENDITURES AND TRANSFERS	9,881,507	9,883,612	10,237,500	10,612,500	10,833,750
SURPLUS / (DEFICIT)	4,516	(464,844)	10,000	9,980	10,000
ENDING FUND BALANCE:	465,202	357	10,357	10,337	20,337

**FY 2018-19 PROPOSED OPERATING BUDGET
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
ECONOMIC DEVELOPMENT FUND (122, 124)**

	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Proposed
BEGINNING FUND BALANCE:	21,529,337	21,968,057	5,249,383	5,168,818	5,216,533
OPERATING REVENUE:					
Sales Tax - 1/8 Cent					
Sales Tax	4,170,133	4,062,180	3,412,500	3,537,500	3,611,250
Interest Income	98,303	238,778	210,000	209,580	150,000
Miscellaneous	626	(10,704)	-	-	-
Total Operating Revenue	4,269,063	4,290,254	3,622,500	3,747,080	3,761,250
TOTAL REVENUE AND TRANSFERS	4,269,063	4,290,254	3,622,500	3,747,080	3,761,250
OPERATING EXPENDITURES:					
Personnel Services	437,428	458,904	473,576	472,629	504,552
Supplies	20,454	7,104	6,300	6,287	6,300
Services	1,462,028	1,394,510	1,370,412	1,367,671	1,489,871
Insurance	-	-	-	-	58,083
Total Operating Expenditures	1,919,910	1,860,519	1,850,288	1,846,587	2,058,806
TRANSFERS OUT	1,910,433	19,148,409	1,852,777	1,852,777	1,702,444
TOTAL EXPENDITURES AND TRANSFERS	3,830,343	21,008,928	3,703,065	3,699,364	3,761,250
SURPLUS / (DEFICIT)	438,720	(16,718,674)	(80,565)	47,716	-
RESERVED FOR DEBT SERVICE	1,595,548	1,595,548	1,595,548	1,402,400	1,402,400
ENDING FUND BALANCE AVAILABLE:	20,372,509	3,653,835	3,573,270	3,814,133	3,814,133

CITY OF GRAPEVINE
CRIME CONTROL AND PREVENTION DISTRICT

RESOLUTION NO. CCPD 2018-001

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, 2018 AND ENDING SEPTEMBER 30, 2019; 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 Fiscal Year 2019 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 Fiscal Year 2019 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 18th day of September, 2018.

APPROVED:



William D. Tate
Presiding Officer

ATTEST:


Tara Brooks
City Secretary

APPROVED AS TO FORM:


City Attorney

**FY 2018-19 PROPOSED OPERATING BUDGET
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
CRIME CONTROL & PREVENTION DISTRICT**

	2015-16 Actual	2016-17 Actual	2017-18 Budget	2017-18 Estimate	2018-19 Proposed
[BEGINNING FUND BALANCE:	1,825,048	1,438,032	(343,841)	(343,841)	0]
OPERATING REVENUE:					
Sales Tax (1/2 cent)	13,517,360	13,229,439	13,650,000	14,150,000	14,445,000
Commercial Vehicle Enforcement	139,287	121,186	160,000	159,680	150,000
Interest Income	12,886	18,550	15,100	15,070	30,000
Miscellaneous	8,791	23,167	4,410	4,401	6,500
Total Operating Revenue	13,678,323	13,392,342	13,829,510	14,329,151	14,631,500
TRANSFERS IN:					
Transfer from General Fund		200,000	2,235,250	2,230,780	3,056,630
Transfer from Grant Fund	4,831				
Total Transfers In	4,831	200,000	2,235,250	2,230,780	3,056,630
[TOTAL REVENUE AND TRANSFERS	13,683,154	13,592,342	16,064,760	16,559,930	17,688,130
OPERATING EXPENDITURES:					
Personnel	10,426,376	11,396,293	12,057,099	12,216,444	12,615,162
Supplies	788,010	557,482	557,429	556,314	560,479
Maintenance	115,591	88,341	173,700	173,353	180,000
Insurance					3,050,918
Services	2,365,916	3,248,466	3,276,532	3,269,979	1,281,571
Capital Outlay		21,633			
Total Operating Expenditures	13,695,893	15,312,215	16,064,760	16,216,089	17,688,130
TRANSFERS OUT:					
Transfer to Capital Equip. Acquisition Fund	372,479				
Transfer out to Fund 113	1,798				
Transfer out to Fund 325		62,000			
Total Transfers Out	374,277	62,000			
[TOTAL EXPENDITURES AND TRANSFERS	14,070,170	15,374,215	16,064,760	16,216,089	17,688,130]
[SURPLUS / (DEFICIT)	(387,016)	(1,781,873)		343,841	
[ENDING FUND BALANCE:	1,438,032	(343,841)	(343,841)	0	0]