



CITY OF GRAPEVINE, TEXAS
GRAPEVINE 4B ECONOMIC DEVELOPMENT
CORPORATION BOARD MEETING
TUESDAY, SEPTEMBER 2, 2025

GRAPEVINE CITY HALL, COUNCIL CHAMBERS
200 SOUTH MAIN STREET
GRAPEVINE, TEXAS

CALL TO ORDER: 7:15 p.m. - City Council Chambers

CITIZEN COMMENTS

1. Any person who is not scheduled on the agenda may address the Board under Citizen Comments or on any other agenda item by completing a Citizen Appearance Request form with the City Secretary. A member of the public may address the Board regarding an item on the agenda either before or during the Board's consideration of the item, upon being recognized by the Presiding Officer or upon the consent of the Board. In accordance with the Texas Open Meetings Act, the Board is restricted in discussing or taking action during Citizen Comments.

NEW BUSINESS

2. Consider **Resolution No. 4B 2025-01** approving the Grapevine 4B Economic Development Corporation Fiscal Year 2026 budget and take any necessary action.
3. Consider the minutes of the September 17, 2024 Grapevine 4B Economic Development Corporation Board meeting and take any necessary action.

ADJOURNMENT

In accordance with the Open Meetings Law, Texas Government Code, Chapter 551, I hereby certify that the above agenda was posted on the official bulletin boards at Grapevine City Hall, 200 South Main Street and on the City's website on August 26, 2025, by 5:00 p.m.


Tara Brooks
City Secretary



If you plan to attend this public meeting and you have a disability that requires special arrangements at the meeting, please contact the City Secretary's Office at 817.410.3182 at least 24 hours in advance of the meeting. Reasonable accommodations will be made to assist your needs.

MEMO TO: BOARD OF DIRECTORS OF THE GRAPEVINE 4B ECONOMIC DEVELOPMENT CORPORATION

FROM: BRUNO RUMBELOW, EXECUTIVE DIRECTOR *BR*

MEETING DATE: SEPTEMBER 2, 2025

SUBJECT: GRAPEVINE 4B ECONOMIC DEVELOPMENT CORPORATION FY 2025-2026 ANNUAL OPERATING BUDGET ADOPTION

RECOMMENDATION: Consider a resolution approving the Grapevine 4B Economic Development Corporation Fiscal Year 2026 budget and take any necessary action.

FUNDING SOURCE: Receipts from the 1/2 cent 4B Economic Development sales tax.

BACKGROUND: Pursuant to Article 5190.6; Texas Revised Civil Statutes, The Industrial Development Act of 1979, Section 4B; and, 4B Corporation Bylaws adopted by the 4B Board of Directors and approved by the Grapevine City Council on July 3, 2007, a budget proposal has been prepared for your consideration. The Corporation has adopted the same fiscal year as the City and is required to adopt a budget for the new fiscal year prior to October 1, 2025. This budget proposal is prepared pursuant to the direction of the Board and the City Council.

A copy of the budget summary which includes an estimated budget for FY 2025 and a proposed budget for FY 2026 is attached. The budget includes the following items:

- Contractual Services with Trinity Metro for commuter rail (75% of tax revenue).
- Transfer to Economic Development Fund – Represents the 1/8 cent portion of the sales tax that is designated for economic development.
- Transfer to Visitor Shuttle Fund – Covers 50% of the FY 2026 budgeted operating cost of the Grapevine Visitor Shuttle system.
- Transfer to the Debt Service Fund - Principal and interest payments due regarding the purchase of the 185 acres.
- Reserves for Economic Development – The 4B portion of receipts from special sales tax sharing agreement.

If this meets with the Board's approval, this budget will be included in the City Council's annual budget for FY 2026.

Staff recommends approval.

JLG

GRAPEVINE 4B ECONOMIC DEVELOPMENT CORPORATION

RESOLUTION NO. 4B 2025-001

A RESOLUTION OF THE GRAPEVINE 4B ECONOMIC DEVELOPMENT CORPORATION OF THE CITY OF GRAPEVINE, TEXAS, ADOPTING AND PROPOSING A BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2025 AND ENDING SEPTEMBER 30, 2026; 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 Economic Development Corporation 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, 2026.

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 2026.

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 2nd day of September, 2025.

APPROVED:

William D. Tate
President

ATTEST:

Tara Brooks
City Secretary

APPROVED AS TO FORM:

Matthew G.C. Boyle
City Attorney



4B Transit Fund (TexRail)

FY2025-2026
Proposed Operating Budget
Fund 308

Department Description

The 4B Transit Fund provides funding for the development of commuter rail service. Voters approved a 3/8-cent sales tax increase that commenced on April 1, 2007. The fund is also responsible for accumulating funding for the land acquisition, design, construction and operation of a passenger rail station and providing funding for 50% of the operations of the Grapevine Visitor Shuttle system.

FY26 Department Goals

- Enhance mobility across Tarrant County.
- Increase access to Historic Downtown Grapevine and other Grapevine visitor destinations.

Revenue and Expense Detail

	ACTUALS		ADOPTED BUDGET	ESTIMATE	PROPOSED BUDGET	\$ Change From FY25 Bud	% Change from FY25 Bud
	FY2023	FY2024	FY2025	FY2025	FY2026		
Revenues							
SALES TAXES	\$13,892,702	\$14,900,925	\$15,937,500	\$15,111,875	\$14,750,000	(\$1,187,500)	(7%)
INTEREST ON INVESTMENTS	\$2,827	\$0	\$0	\$0	\$0	\$0	-
REVENUES TOTAL	\$13,895,529	\$14,900,925	\$15,937,500	\$15,111,875	\$14,750,000	(\$1,187,500)	(7%)
Expenses							
INTERGOVERNMENTAL EXPENDITURES	\$13,587,660	\$14,499,325	\$15,511,684	\$14,709,028	\$14,390,043	(\$1,121,641)	(7%)
SALES TAX PAID TO BE EXPENSED	\$0	\$0	\$0	\$0	\$0	\$0	-
TRANSFER TO CVE	\$0	\$2,827	\$0	\$0	\$0	\$0	-
TRANSFER TO SHUTTLE FUND	\$328,388	\$356,836	\$425,816	\$402,847	\$359,957	(\$65,859)	(15%)
EXPENSES TOTAL	\$13,916,048	\$14,858,988	\$15,937,500	\$15,111,875	\$14,750,000	(\$1,187,500)	(7%)
Surplus (Deficit)	(\$20,518)	\$41,937	\$0	\$0	\$0	-	-
Ending Fund Balance	\$2,827	\$44,764	\$44,764	\$44,764	\$44,764	-	-



4B Economic Development Fund

FY2025-2026
Proposed Operating Budget
Fund 310

Summary of Revenue and Expenses

	ACTUALS		ADOPTED BUDGET		ESTIMATED	PROPOSED BUDGET	\$ Proposed vs 25 Bud	% Proposed vs 25 Bud
	FY2023	FY2024	FY2025	FY2025	FY2025	FY2026		
Revenues								
SALES TAXES	\$5,874,104	\$6,202,388	\$5,312,500	\$6,337,500	\$6,500,000	\$1,187,500	22%	
INVESTMENT INCOME	\$489,913	\$649,451	\$341,715	\$546,852	\$382,626	\$40,911	12%	
MISCELLANEOUS	\$64,854	\$0	\$0	\$8,399,321	\$0	\$0	-	
TRANSFERS IN	\$0	\$2,827	\$0	\$0	\$0	\$0	-	
REVENUES TOTAL	\$6,428,872	\$6,854,666	\$5,654,215	\$15,283,673	\$6,882,626	\$1,228,411	22%	
Expenses								
PERSONNEL SERVICES	\$396,380	\$461,404	\$490,259	\$494,672	\$509,070	\$18,811	4%	
SUPPLIES	\$1,486	\$738	\$12,800	\$7,000	\$9,500	(\$3,300)	(26%)	
MISC SERVICES & CHARGES	\$1,795,821	\$4,326,917	\$3,274,995	\$3,575,307	\$3,298,376	\$23,381	1%	
DESIGNATED EXPENSES	\$82,152	\$52,875	\$79,270	\$79,270	\$62,565	(\$16,705)	(21%)	
CAPITAL OUTLAY	\$0	\$0	\$0	\$5,552,475	\$0	\$0	-	
OPERATING TRANSFER OUT	\$1,878,745	\$1,868,767	\$1,796,891	\$1,796,891	\$1,815,615	\$18,724	1%	
EXPENSES TOTAL	\$4,154,584	\$6,710,701	\$5,654,215	\$11,505,615	\$5,695,126	\$40,911	1%	
Surplus (Deficit)	\$2,274,288	\$143,966	\$0	\$3,778,058	\$1,187,500	-	-	
Ending Fund Balance	\$15,663,230	\$15,807,195	\$15,807,195	\$19,585,253	\$20,772,753	-	-	



4B Economic Development Fund

FY2025-2026
Proposed Operating Budget
Fund 310

Department Description

The Economic Development Department is responsible for promoting economic growth through business retention and attraction, maintaining a positive relationship with developers, brokers, and other business professionals in order to encourage business expansion. The Department is also responsible for liaise with new businesses and city departments to assist with required permitting, utility service arrangements, building and fire codes, zoning and occupancy approvals.

FY26 Department Goals

- Proactively execute business development strategies and identify quality business prospects.
- Strategically plan inbound economic development marketing strategy.
- Provide excellent customer service for key business stakeholders.
- Facilitate cross-departmental collaboration to increase the efficiency and impact of city programs.

Expenses by Type

	ACTUALS		ADOPTED BUDGET	ESTIMATED	PROPOSED BUDGET	\$ Change from FY25 Bud	% Change from FY25 Bud
	FY2023	FY2024	FY2025	FY2025	FY2026		
Expenses							
ECONOMIC DEVELOPMENT	\$2,275,819	\$4,841,886	\$3,857,324	\$9,693,685	\$3,879,511	\$22,187	1%
NO PROGRAM							
DESIGNATED EXPENSES	\$19	\$47	\$0	\$0	\$0	\$0	-
OPERATING TRANSFER OUT	\$1,878,745	\$1,868,767	\$1,796,891	\$1,796,891	\$1,815,615	\$18,724	1%
NO PROGRAM TOTAL	\$1,878,765	\$1,868,815	\$1,796,891	\$1,796,891	\$1,815,615	\$18,724	1%
EXPENSES TOTAL	\$4,154,584	\$6,710,701	\$5,654,215	\$11,490,576	\$5,695,126	\$40,911	1%

Position Summary

Position Name	2023 Actual	2024 Actual	2025 Budgeted	2025 Estimated	2026 Proposed
FTE					
ADMINISTRATIVE COORDINATOR	0.5	0.5	0.5	0.5	0.5
COMMERCIAL OUTREACH MANAGER	1	1	1	1	1
DIRECTOR OF ECONOMIC DEVELOPMENT	1	1	1	1	1
MARKET RESEARCH MANAGER	1	1	1	1	1
FTE	3.5	3.5	3.5	3.5	3.5

Performance Indicator	2022-2023 Actual	2023-2024 Actual	2024-2025 Budget	2024-2025 Estimate #2	2025-2026 Proposed
CRM contacts	150	200	500	427	500
Web visitors	30,000	33,000	38,000	35,000	40,000
Newsletter subscribers	300	340	400	543	600
Local business visits	125	125	125	60	125
Presentations to Chamber of Commerce and ED partnership meetings	15	15	15	10	12
Network and retention events attended	25	25	25	25	25
Trade shows/conferences attended	9	10	10	8	10
Planning meetings	24	24	24	24	24
Project management	20	20	30	25	30

Expense Detail

	ACTUALS		ADOPTED BUDGET		ESTIMATED		PROPOSED BUDGET	
	FY2023	FY2024	FY2025	FY2025	FY2026	\$ Change From FY25 Bud	% Change from FY25 Bud	
Expenses								
PERSONNEL SERVICES								
SALARIES FULL TIME	\$318,827	\$367,999	\$391,590	\$395,300	\$407,159	\$15,569	4%	
SALARIES OVERTIME	\$0	\$86	\$0	\$0	\$0	\$0	-	
EXECUTIVE DEFERRED COMP	\$577	\$0	\$0	\$0	\$0	\$0	-	
TMRS BENEFITS	\$62,275	\$75,594	\$78,866	\$79,160	\$81,527	\$2,661	3%	
MEDICARE	\$4,668	\$5,398	\$5,678	\$5,751	\$5,923	\$245	4%	
SALARIES LONGEVITY	\$813	\$926	\$954	\$1,290	\$1,290	\$336	35%	
SALARIES SICK LEAVE BUYBACK	\$5,280	\$5,761	\$7,531	\$7,531	\$7,531	\$0	0%	
CAR ALLOWANCE	\$2,800	\$4,200	\$4,200	\$4,200	\$4,200	\$0	0%	
PHONE ALLOWANCE	\$1,140	\$1,440	\$1,440	\$1,440	\$1,440	\$0	0%	
PERSONNEL SERVICES TOTAL	\$396,380	\$461,404	\$490,259	\$494,672	\$509,070	\$18,811	4%	
SUPPLIES								
OPERATING SUPPLIES	\$1,137	\$238	\$7,500	\$2,000	\$2,500	-\$5,000	-67%	
POSTAGE & RELATED EXPENSES	\$12	\$0	\$0	\$1,000	\$1,000	\$1,000	-	
MOTOR VEHICLE SUPPLIES	\$0	\$0	\$1,300	\$0	\$0	-\$1,300	-100%	
FURNITURE & FIXTURES	\$0	\$0	\$0	\$0	\$2,000	\$2,000	-	
COMPUTER EQUIPMENT & SUPPLIES	\$337	\$500	\$4,000	\$4,000	\$4,000	\$0	0%	
SUPPLIES TOTAL	\$1,486	\$738	\$12,800	\$7,000	\$9,500	-\$3,300	-26%	
REPAIR & MAINTENANCE								
MISC SERVICES & CHARGES								
TRAVEL TRAINING & DUES	\$31,608	\$39,111	\$75,975	\$70,000	\$70,000	-\$5,975	-8%	
UTILITIES	-\$90	-\$90	\$0	\$0	\$0	\$0	-	
FINANCIAL SERVICES FEES	\$9,025	\$12,281	\$2,000	\$0	\$0	-\$2,000	-100%	
PROFESSIONAL SERVICES	\$133,857	\$81,660	\$38,894	\$105,520	\$46,612	\$7,718	20%	
MARKETING & PROMOTION	\$33,143	\$53,540	\$72,500	\$50,000	\$50,000	-\$22,500	-31%	
PUBLICATIONS & NOTICES	\$2,500	\$2,798	\$0	\$0	\$0	\$0	-	
INSURANCE FLEET & IT CHARGES	\$15,259	\$14,152	\$17,302	\$17,302	\$15,128	-\$2,174	-13%	
COMMUNITY DISTRIBUTIONS	\$275	\$30,425	\$78,266	\$275	\$100,000	\$21,734	28%	
CHAPTER 380 REBATE	\$1,524,123	\$4,062,900	\$2,933,312	\$3,245,915	\$2,933,312	\$0	0%	
SOFTWARE COMPUTER SUBSCRIPTION	\$46,120	\$30,139	\$56,746	\$71,256	\$83,324	\$26,578	47%	
CONTRACT SVCS BEAUTIFICATION	\$0	\$0	\$0	\$15,039	\$0	\$0	-	
MISC SERVICES & CHARGES TOTAL	\$1,795,821	\$4,326,917	\$3,274,995	\$3,575,307	\$3,298,376	\$23,381	1%	
DESIGNATED EXPENSES								
SALES TAX PAID TO BE EXPENSED	\$19	\$47	\$0	\$0	\$0	\$0	-	
INSURANCE WORKERS COMP	\$430	\$147	\$114	\$114	\$245	\$131	115%	
HEALTH INSURANCE CLAIMS	\$51,676	\$38,342	\$55,654	\$55,654	\$35,949	-\$19,705	-35%	
RETIREE INSURANCE PREMIUMS	\$7,373	\$7,324	\$5,596	\$5,596	\$6,405	\$809	14%	
RETIREE INSURANCE CLAIMS	\$11,706	\$0	\$8,461	\$8,461	\$13,711	\$5,250	62%	
HEALTH INSURANCE PREMIUMS	\$10,948	\$7,014	\$9,445	\$9,445	\$6,255	-\$3,190	-34%	
DESIGNATED EXPENSES TOTAL	\$82,152	\$52,875	\$79,270	\$79,270	\$62,565	-\$16,705	-21%	
CAPITAL OUTLAY								

	ACTUALS		ADOPTED BUDGET	ESTIMATED	PROPOSED BUDGET	4B ITEM #2	
	FY2023	FY2024	FY2025	FY2025	FY2026	\$ Change From FY25 Bud	% Change from FY25 Bud
LAND	\$0	\$0	\$0	\$5,000,538	\$0	\$0	-
LAND IMPROVEMENTS	-	-	\$0	\$551,937	\$0	\$0	-
CAPITAL OUTLAY TOTAL	\$0	\$0	\$0	\$5,552,475	\$0	\$0	-
OPERATING TRANSFER OUT							
TRANSFER TO GENERAL FUND	\$477,301	\$470,598	\$398,438	\$398,438	\$419,046	\$20,608	5%
TRANSFER TO DEBT SERVICE	\$1,401,444	\$1,398,169	\$1,398,453	\$1,398,453	\$1,396,569	-\$1,884	0%
OPERATING TRANSFER OUT TOTAL	\$1,878,745	\$1,868,767	\$1,796,891	\$1,796,891	\$1,815,615	\$18,724	1%
EXPENSES TOTAL	\$4,154,584	\$6,710,701	\$5,654,215	\$11,505,615	\$5,695,126	\$40,911	1%

44500 SOFTWARE/COMPUTER SUBSCRIPTION **\$83,324**

Adobe	\$1,324
Costar	\$12,519
EDOiQ	\$6,180
Envato Elements	\$208
GIS Planning	\$10,930
Golden Shovel	\$14,925
Laserfiche Fees for Fund 310	\$927
Mailchimp	\$334
Nearmap US	\$3,500
Placer.ai	\$25,000
SizeUp	\$7,250
Spreaker	\$227

44505 TRAVEL TRAINING & DUES **\$70,000**

ICSC (Texas and National) plus Local Conferences for all 3 staff members	\$54,000
Expand trade show calendar and attend new shows	\$15,000
Miscellaneous Dues	\$1,000

44540 PROFESSIONAL SERVICES **\$46,612**

Audit Services	\$10,496
France Publications - Lunchtime sponsor of EEE (Trade show in Los Angeles, February)	\$7,000
PayCom Fees for Fund 310	\$1,026
REsimplifi - Provides real estate population of our property search tool on our website	\$3,090
The Trade Group - Booth Storage and Setup for Trade Shows	\$25,000

STATE OF TEXAS
COUNTY OF TARRANT
CITY OF GRAPEVINE

The Grapevine 4B Economic Development Corporation of the City of Grapevine, Texas met on this the 17th day of September, 2024 in the City Council Chambers, Second Floor, 200 South Main Street, with the following members present:

William D. Tate	President
Sharron Rogers	Board Member
Darlene Freed	Board Member
Chris Coy	Board Member
Laurie Leenhouts	Board Member
Matt Carnes	Board Member
Shawn Spradley	Board Member

constituting a quorum, and with the following members of the City Staff:

Bruno Rumbelow	City Manager
Jennifer Hibbs	Assistant City Manager
Matthew C.G. Boyle	City Attorney
Suzanne Le	Assistant to the City Secretary
Jeff Strawn	Board Treasurer
Matt Feryan	Assistant Director of Finance
Garin Giacomarro	Economic Development Director

CALL TO ORDER

President Tate called the meeting to order at 7:12 p.m.

Item 1. Citizen Comments

No one spoke during Citizen Comments.

NEW BUSINESS

Item 2. Consider **Resolution No. 4B 2024-01** approving the Grapevine 4B Economic Development Corporation Fiscal Year 2025 Budget and take any necessary action.

Assistant Director of Finance Matt Feryan presented this item to the Board.

Motion was made to approve Resolution No. 4B 2024-01 approving the Grapevine 4B Economic Development Corporation Fiscal Year 2024-2025 Budget.

Motion: Carnes

Second: Rogers

Ayes: Tate, Rogers, Freed, Coy, Spradley, Leenhouts and Carnes

Nays: None
Approved: 7-0

Item 3. Consider the minutes of the September 5, 2023 Grapevine 4B Economic Development Corporation Board meetings and take any necessary action.

Motion was made to approve the minutes as provided.

Motion: Carnes
Second: Freed
Ayes: Tate, Rogers, Freed, Coy, Spradley, Leenhouts and Carnes
Nays: None
Approved: 7-0

ADJOURNMENT

Motion was made to adjourn the meeting at 7:15 p.m.

Motion: Rogers
Second: Carnes
Ayes: Tate, Rogers, Freed, Coy, Spradley, Leenhouts and Carnes
Nays: None
Approved: 7-0

Passed and approved by the Grapevine 4B Economic Development Corporation of the City of Grapevine, Texas on this the 17th day of September, 2024.

APPROVED:

William D. Tate
President

ATTEST:

Suzanne Le
Assistant to the City Secretary