

C  
i  
t  
y  
  
o  
f  
  
G  
r  
a  
p  
e  
v  
i  
n  
e

# Annual Operating Budget



## Fiscal Year 2020 - 2021



# City of Grapevine

## Fiscal Year 2020-2021

### Budget Cover Page

This budget will raise less revenue from property taxes than last year's budget by an amount of \$23,205, which is a 0.08 percent decrease from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$225,121.

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

**FOR:** William D Tate, Darlene Freed, Duff O'Dell, Chris Coy, Paul Slechta, Sharron Rogers, Leon Leal

**AGAINST:**

**PRESENT** and not voting:

**ABSENT:**

#### Property Tax Rate Comparison

	<b>2020-2021</b>	<b>2019-2020</b>
Property Tax Rate:	\$0.282601/100	\$0.284271/100
No New Revenue (NNR) Rate/Effective Tax Rate:	\$0.282694/100	\$0.272399/100
NNR/Effective Maintenance & Operations Tax Rate:	\$0.141816/100	\$0.133182/100
Voter Approval/Rollback Tax Rate:	\$0.285904/100	\$0.286528/100
Debt Rate:	\$0.139125/100	\$0.142692/100

Total debt obligation for City of Grapevine secured by property taxes: \$12,947,144

---

*City of Grapevine, Texas*

# **ANNUAL OPERATING BUDGET**

*October 1, 2020 to September 30, 2021*

**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**



**Leon Leal**  
**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*

**Matthew Boyle**  
*City Attorney*

**Tara Brooks**  
*City Secretary*

**Gregory S. Jordan**  
*Chief Financial Officer*

**Alan Wayland**  
*Municipal Court Judge*

**Vacant**  
*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*

**Ruth Chiego**  
*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*

---

## 2020-2021 BOARD AND COMMISSION APPOINTMENTS

### **Animal Shelter Advisory Board:**

Tannetje Crocker, Kristina Valentine, Sherri Olsen, Corey Price, Joy Mayo, Nancy Snyder, and Larry Hallmark

### **Board of Zoning Adjustments**

George Dalton, Tracey Dierolf, John Sheppard, Douglas Anderson, Jonathan Gaspard, Ben Johnson and John Borley

### **Building Board of Appeals**

Joe Lipscomb, Jerrold Sklar, Clint Hallman, Gabe Griess, Shea Kirkman, Neal Cooper, Kosse Maykus and Daniel Prorok

### **Convention & Visitors Bureau Advisory Board**

Daniel Weinberger, Joe Szymaszek, Cynthia Blankenship, Debi Meek, Mark Terpening, Iain Scouller and Chuck Pacioni

### **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, Wendy Nelson, 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**

Leon Leal, Aaryn Lamb and Marjorie Lewis

### **Parks & Recreation Board**

Dana Gibson, Dave Buhr, Roy Robertson, Ray Harris, Joe Luccioni, Christian Ross, Terry Musar, Morgan Nichols and Mark Assaad

### **Planning & Zoning Commission**

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

### **Senior Citizens Advisory Board**

Richard Guckel, Tena Burrell, Betty Davis, Roger Jones, Carey Miller, Jan Ramsey and Pam Price

### **Grapevine 4B Economic Development Board**

William D. Tate, Sharron Spencer, Darlene Freed, Chris Coy, Matt Carnes and Lavon Light

---

---

# TABLE OF CONTENTS

## **EXECUTIVE SUMMARY**

Transmittal Letter .....	9
GFOA Distinguished Budget Award.....	24
City of Grapevine Organization Chart.....	25
Introduction .....	26
Basis of Accounting / Budgeting .....	28
The Budget Process .....	31
FY 2020-21 Budget Calendar .....	33
The Budget as a Policy Document.....	34
Effect of Planning Processes on Operating Budget .....	37
All Funds Summary Charts and Narrative .....	41
Short-Term Initiatives.....	51
Debt Management .....	53

## **GENERAL GOVERNMENT FUNDS**

Summary Table of Funds.....	60
General Fund Summary .....	72
City Manager's Office.....	77
Mayor & Council.....	81
City Secretary.....	83
Human Resources .....	85
Fiscal Services .....	87
Police.....	93
Fire .....	96
Parks & Recreation .....	103
Library.....	113
Public Works.....	115
Development Services .....	124
Debt Service Fund Summary .....	128
Long Term Debt Summary.....	131
Capital / Street Maintenance Program.....	133
Parks and Public Works Maintenance Projects .....	137

---

## **SPECIAL REVENUE FUNDS**

Summary Table of Funds.....	138
Convention & Visitors Bureau Fund Summary.....	145
CVB Incentives Fund Summary .....	157
Stormwater Drainage Utility Fund Summary.....	161
Crime Control & Prevention District Summary .....	166
Lake Parks Fund Summary .....	175
4B Transit Fund Summary .....	187
Economic Development Fund Summary.....	192

## **ENTERPRISE FUNDS**

Summary Table of Funds.....	197
Utility Fund Summary .....	203
Golf Fund Summary .....	215

## **COMMUNITY PROFILE**

Grapevine Fast Facts .....	221
Community Profile.....	222
Advantages of Doing Business in Grapevine.....	225
History of Grapevine.....	228
Community Events.....	232
Statistical Information.....	236

## **APPENDICES**

Truth-In-Taxation.....	242
Glossary .....	252
City Council Ordinances and Resolutions .....	260



October 1, 2020

Honorable Mayor and Members of the City Council:

On behalf of the entire City organization, I am pleased to present the City's FY 2021 program of services for the City of Grapevine. As you well know, this year's budget was planned under the uncertainty of a pandemic, but city revenues are doing better than projected. The City is facing many unknowns at this time, including potential impacts on property values, long-term impacts on area businesses, and a projection as to when the pandemic might actually end. Because of these unknowns, we have developed a very conservative budget that did not include pay increases for our employees.

### **Highlights of Support of Residents & Business During COVID-19**

The effect of the pandemic took its initial toll on City operations in mid-March 2020. This ultimately led to a shutdown of most municipal buildings; combined with the Governor's order to effectively shut down retail, travel, tourism and restaurant activity. Staff used this opportunity to put into effect a plan of support for residents and businesses. Highlights of the plan is as follows:

#### Business Support & Economic Development

1. Mailed three separate mailers (42,000+ pieces) to all Grapevine residents (14,000+ households) encouraging them to shop and dine local.
2. Created a digital map on city website of area businesses with frequently updated hours and services and advertised in e-news, social medial and websites.
3. Economic Development and Convention and Visitors Bureau frequently placed calls to city businesses to monitor status and follow-up on needs.
4. Shared PPP loan info with businesses.

#### Visitor and Tourism Promotion Efforts

1. Conducted television, print and social media (Facebook, Instagram, YouTube, etc.) marketing/ advertising campaigns to attract visitors from across DFW to Grapevine totaling approximately \$2.3 million in ads since start of pandemic.
2. Although most conventions and meetings were either cancelled or redeveloped as virtual, convention sales staff continued to pursue future business. However, staff secured 48 confirmed bookings with 43,092 confirmed room nights. The total economic impact of these bookings is valued at \$17 million.
3. Accelerated work on Main Street repavement, new sidewalks and Main Street/Dallas intersection during shutdown to minimize business interruption.



---

## Convention & Visitors Bureau / Parks and Recreation

1. Programmed safe events throughout the pandemic to provide activities for residents and draw visitors to local businesses (Summer activities on Main Street, Fourth of July fireworks, fall concerts at Meadowmere Park, Carol of Lights, Reverse parade, Christmas Capital décor).
2. Checked in on active adults daily and provided daily lunches. A total of 5,500 lunches have been delivered to date.
3. Provided virtual programs for active adults.

## Fire/Emergency Management

1. Facilitated with State and County to provide personal protective equipment to businesses
2. Assisted with Hurst vaccine location.
3. Set up Grapevine Cares hotline to answer COVID-related questions and fielded nearly 500 calls from residents and businesses.
4. Put a COVID-only ambulance into service in order to protect non-COVID patients and minimize transmission risk.
5. Coordinated with GRACE and Chamber of Commerce; GRACE was part of City's Emergency Operation Center calls (and still is) to ensure that seniors were taken care of during the closure, e.g., coordinating the delivery of food between parks staff and GRACE.
6. Put a paramedic in the dispatch center in order to triage calls and answer questions about COVID.

## Grapevine Public Library

1. First library in the area to reopen to in-person traffic.
2. Curated book "packets" based on interest while the Library was closed for pick up.
3. Provided virtual story times and youth/adult activities throughout pandemic.
4. New physical cardholders - 1,351
5. New digital cardholders 566
6. Drive through visits to the Library increased by 120% (with 11,119 drive-thru users)
7. eAudio checkouts - 18% increase over last year
8. Visits to the Library website - 55,015 (77% increase)
9. 3.5K Make & Take activities prepared and distributed in our community
10. Awarded over \$100,000 in grant funding - projects include those that refresh technology and augment program offerings, genealogy collection, and circulating resources on health topics and kits.
11. Transitioned to a new integrated library system, Koha, which allows staff remote access to system operations when staff cannot be on-site.
12. Transitioned to a new library app, MyLibro, allowing voice commands, appointment scheduling, and other new features.
13. New offerings included VOX Books (funded by the Friends), LaunchPad Academy, ReadSquared, and Dial-A-Story.

---

## **FY 2020 Year-End Review**

While this has certainly been a challenging year, our City of Grapevine team continued to work safely, effectively, and tenaciously together. Having produced excellent results bringing many projects to fruition, the following details reflect a Year-End-Review.

### Economic Development

1. Silver Lake (mixed-use development): Closed and under construction with apartments, retail, Class-A office, and 700 additional hotel rooms - Net investment is \$270 million.
2. Lucy Billingsley (mixed-use development): Located at 121 and Grapevine Mills Blvd - \$80 million project.
3. Paycom (corporate campus): Construction underway for their Texas operations center. Likely to house 800-1000 employees at build-out - \$25M project.
14. Main Street (national retail tenants): Rocket Fizz – candy and soda shop. • Kilwin’s – Ice cream and chocolate shop.
15. Waterlogic (North American Headquarters): Selected as a site for their North American Headquarters. Project is expected to provide 166 new jobs.
16. The Hotel VIN (boutique hotel) and Harvest Hall (food hall in the train station): \$125 million project with \$400 million in investment, at least 1,500 new jobs, and four new hotels scheduled to open in 2021.

### Grapevine Golf Course

1. Despite a 46-day shutdown of the Golf Course due to COVID19 (March 18 – April 28), the Golf Industry as a whole and the Grapevine Golf Course had a very favorable recovery.
2. The new Golf Clubhouse/Restaurant is progressing on schedule and is scheduled for completion sometime between March and April 2021.
3. The Grapevine Golf Course continues to be rated one of the Best Daily Fee Golf Courses in the state in both value and condition.
4. Total number of rounds played in FY20 is 63,815 and is just slightly below the previous year’s total of 64,382.

### Grapevine Police Department

1. Incoming Police Reports – 3,988
2. Cases Assigned – 3,459
3. Cleared by Arrest – 1,151
4. Traffic Stops – 9,214
5. Citations – 5,328
6. Major Accidents – 870
7. DWI Arrests – 315
8. Families served through Santa Cops – 370

---

## **Major Development Projects planned and/or underway**

### **Grapevine Main Station**

In addition to the Grapevine Vintage Railroad, Cotton Belt Depot and the vintage experience riders get, on January 10, 2019, passenger operation began on Trinity Metro TEXRail, which takes riders from Downtown Fort Worth to North Richland Hills, Grapevine, and Terminal B of the Dallas/Fort Worth International Airport - in all nine rail stations over 27 miles.



On Saturdays, the Grapevine station is the most popular of all the TEXRail stations with more than 17,000 riders coming through since it launched. On weekdays, Grapevine's station is the third most popular behind DFW Terminal B and Fort Worth Central Station.

In all, TEXRail had more than 400,000 riders from February through September.

Ridership has increased steadily from 32,998 riders at launch in February to 43,757 in September.

As part of the Grapevine station development, "Grapevine Main" is currently under construction as well. Located at the intersection of Main Street and Dallas Road, the project development includes:

- 42,000 square-foot, five-story tall rail station
- "Hotel Vin" - a six-story, 120-room boutique hotel
- 38,000 square-foot outdoor plaza large enough to host 3,500 guests
- 552 space parking garage
- 20,000 square-foot food hall with seven different kitchens

On the west side of the project there's a 38,000-square-foot plaza that will be highlighted by a massive statue commemorating the signing of the Treaty at Bird's Fort. The treaty was originally going to take place at Bird's Fort, now part of the Viridian development in Arlington, but the Indians wanted it moved six miles to the north, which would put it in Grapevine.

Called the Peace Circle, it will feature Texas President Sam Houston and 10 tribal leaders or representatives who were present at the signing in August 1843. Other attractions at the plaza will also have a splash pad for those hot summer days. The large outdoor space could also host yoga classes, farmer's markets and wine tastings.

---

## Hotel Vin



The Hotel Vin is scheduled to open in May or June with Harvest Hall, a massive new food hall, opening the following month. Hotel Vin will have 120 rooms on six floors, multiple meeting spaces, a restaurant and a bar. The rooms will range from singles to suites with a sitting room, a master bedroom and an adjoining room for children.

The hotel will be operated by Coury Hospitality, which operates seven boutique hotels and plans to open five more, including Hotel Vin. The hotel will be a Marriott brand so travelers can book through Marriott.com and use rewards from that site. Each room will feature the latest technology for entertainment and room service.

## Harvest Hall

Harvest Hall is an expansive food and entertainment venue coming to downtown Grapevine right at Main Street and Dallas Road. Located directly in front of the new TexRail line, Harvest Hall will open in the summer of 2020 and feature diverse cuisine from around the world, an extensive wine, craft beer, and spirits menu, as well as curated cultural activities such as live music, theater, children's programs and much more throughout the year.

Divided into three separate yet complementary areas, Harvest Hall will provide guests with the opportunity to select their preferred ambiance within one unified concept. In total, Harvest Hall will seat over 500 people inside and out, who will be treated to a curated mix of upscale casual dining and premier entertainment options in a unique and inviting setting.



---

## Paycom has Relocated its Texas Operations Center to Grapevine, Texas

The Grapevine City Council and Paycom 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 will 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 TRADE GROUP® is Relocating their Headquarters to Grapevine

The Grapevine City Council proudly announces that THE TRADE GROUP® will be relocating their global headquarters to Grapevine, Texas. The company has made the Inc. 5000 list of fastest growing private companies for the past four years and is one of the nation’s leading trade show exhibit and event

companies. Known for its dedication to design excellence, the company provides trade show exhibit design and fabrication services, state-of-the-art live event planning, event execution and management; general contracting services for events; RFID technology/interactive experiences; as well as immersive corporate and commercial design and production.

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

---

## **Waterlogic USA to establish North American Headquarters in Grapevine, create over 160 new jobs**

Waterlogic USA, Inc., a global manufacturer of drinking water dispensers, will establish its new North American Headquarters in Grapevine.



The project is expected to create 164 jobs and more than \$1.6 million in capital investment. The new headquarters and Center of Excellence off of Bass Pro Drive will feature a second manufacturing plant, in addition to the company's plant in China, and will also be where leadership will be headquartered. Hiring is expected to ramp up in the next 12 to 18 months, with the first 50 to 75 employees beginning to be brought on in the coming weeks.

After a nationwide search that looked at cities like Reno, Nevada, and Salt Lake City, Utah, and states like Kentucky and Tennessee, a combination of Grapevine's affordable cost of living, labor pool, central location in the U.S. and proximity to an international airport played a role in the decision.

The Long-Range Financial Forecast, as presented below, provides a view of the city's fiscal plan for general government operations, debt service obligations and capital maintenance needs for the next three years. The forecast assumes that the current tax rate of \$0.284271 per \$100 valuation either remains constant, or is lowered to the effective rate, if necessary. The forecast does not assume a tax rate increase.

The forecast also includes estimated principal and interest payments for future debt issues for large capital equipment, such as fire apparatus, which require such a long lead time and have such a long useful life that it is economically prudent to finance via debt rather than cash. The forecast also assumes the issuance of \$68.5 million of additional debt for the construction of a new public safety complex and the expansion of the Community Activities Center, subject to the passage of a bond election in November 2012.

The forecast also projects a stable employment level, with no increase or decrease in authorized full-time equivalent (FTE) levels throughout the three-year forecast period. Annual across-the-board market salary adjustments of 2% are also included in the projection.

## FINANCIAL OVERVIEW

The FY21 budget sets forth the City’s financial plan for the upcoming fiscal year, and allocates resources accordingly. With the opening up of Texas in relation to COVID-19 restrictions, the restaurant and tourism business is expected to rebound. Thus, city officials are “cautiously optimistic” regarding FY21 revenues, most notably sales and use taxes.

Total revenue, which encompasses all operating funds, is projected at \$184,192,182 and represents a 3.5% increase from the FY19 budget.

Taxes represent the largest revenue stream, and are projected at \$107 million in FY20, an increase of 8.25%. Growth in both Sales and Use taxes (10%) and Ad Valorem property taxes (8%) represent the majority of the increase.

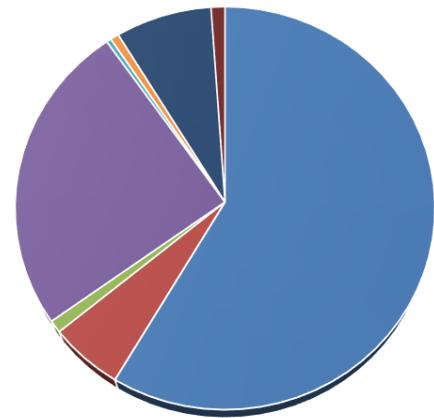
The Ad Valorem (property tax) rate for FY21 is \$0.282621, and represents a ½-cent reduction from the prior year. A 6.4% increase in the net taxable value of all property within the city has allowed us to reduce the tax rate while not impacting service levels.

### Total City Revenue

All Budgeted Funds

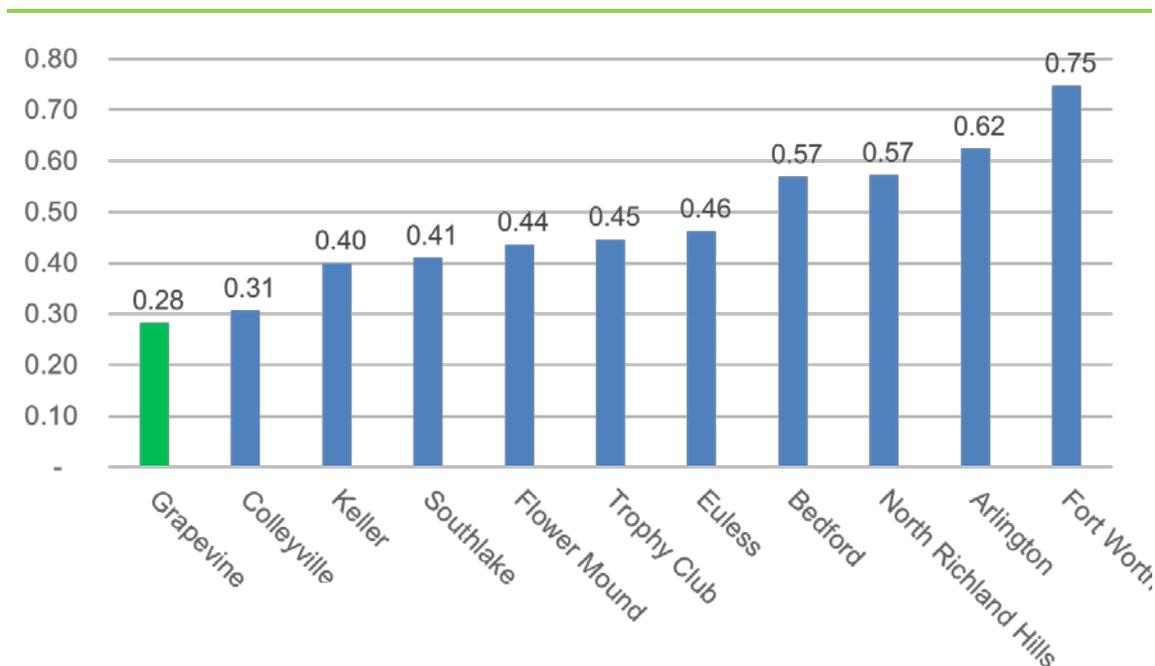
\$166,176,724

- Taxes
- Licenses, Fees & Permits
- Fines and Forfeitures
- Charges for Services
- Federal /State /Local Funds & Grants
- Interest Income
- Transfers In
- Miscellaneous



Grapevine continues to have the lowest property tax rate in the area as the following chart illustrates.

### Total Tax Rate



---

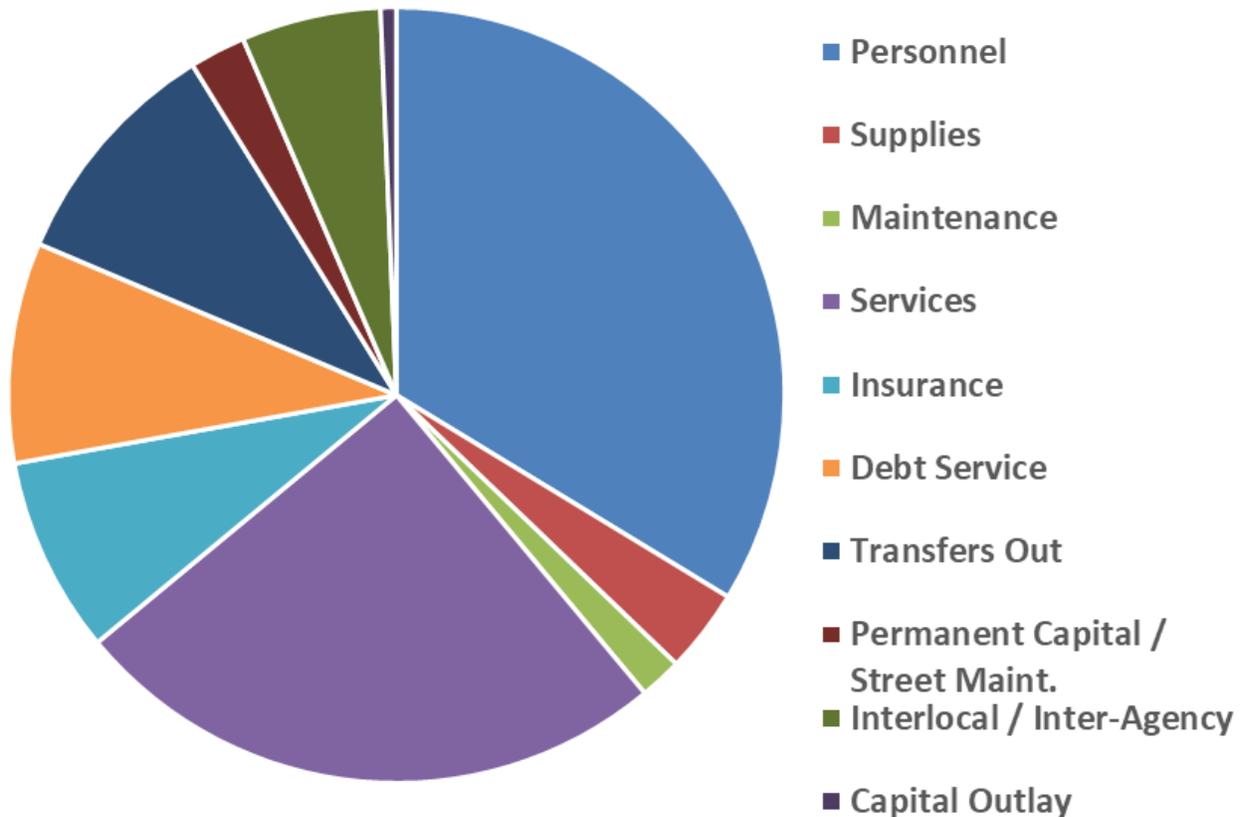
Total expenditures are budgeted at \$169,230,150 and represent a 7.6% decrease from the FY20 adopted budget of \$183,125,631. Personnel costs represent the largest category and equal 36% of total citywide expenditures. Expenditures for personnel are budgeted to decrease by \$1.1 million (1.9%) from the previous year as the pandemic has resulted in a slight increase in employee turnover, as well as extended vacancies due to the tightening of the labor market. Also, the FY21 budget does not include any changes in compensation. Grapevine salaries remain competitive with its comparison cities, in order to stay at the 50<sup>th</sup> percentile.

The cost of providing services is budgeted at \$43 million and represents a decrease of \$2.6 million (6%) from the previous budget year.

## Total City Expenditures

All Budgeted Funds

\$169,230,150



---

## ORGANIZATION-WIDE STRATEGIC GOALS AND STRATEGIES

The City Council has established a set of Business Culture Guiding Values that serve as the City Mission Statement.

### How We Treat People

**One Touch Problem Solving:** We meet customer needs as promptly as possible and encouraging decision making as close to the front line as possible, with high levels of accountability and training, and by equipping all of our employees to be problem solvers. We believe the person doing the job knows it best and should be properly enabled to do so.

**Urgency:** We react to customer concerns with a clear sense of urgency and seriousness of purpose that leaves no question we are committed to providing the best possible service to our citizens as rapidly as possible.

**Community Engagement:** We promote the highest interests of the Grapevine community – both within and out- side of the organization – through involvement in our community. Involvement builds commitment and drives success.

**Results Orientation:** While we always support the integrity of our processes, we never use our processes as an excuse to avoid problem solving, assuming individual responsibility for success at every task.

**Servant Leadership:** We operate with an attitude of genuine humility, always recognizing both the importance and obligations of our responsibility as “public servants.”

**Human Dignity and Respect:** We treat everyone with dignity and respect regardless of the circumstances or their social or economic standing. We serve the public interest and the collective good, but individual people and their needs are our benchmark.

### How We Lead Our Employees

**Hiring and Promoting Excellence:** We build and support hiring and promotion systems that help us recruit, select, develop and promote high performing individuals. We do not take this for granted, but take pride in ourselves, our jobs and the highest performance standards.

**Empowered and Accountable:** We hold our employees accountable for their performance and results, and empower our employees to use their talents, skills and intellect to take initiative, make a difference and achieve success.

**Employee Development:** Our employees are the primary reason for our success. We invest in training and developing them to their fullest potential and equipping them to be their best. We encourage employees to pursue personal growth and development to attain their fullest potential.

---

**Open Communication:** We recognize communication is the foundation for a high trust environment, and that high trust is the foundation for high performance. We communicate both internally and externally in ways that are open, honest, consistent and frequent. In addition, we are aggressively committed to listening to both supporters and critics, constantly seeking ways to improve.

**Learning Environment:** We are a learning organization, constantly striving to become better. We recognize we learn when we make mistakes, and that the mistakes do not matter as much as how we respond to them.

**Individual Contribution – Team Effort:** The contributions of every employee are essential to our overall success, and we understand the quality of service we deliver is measured one interaction at a time. We achieve more by working together than we can separately, and recognize achievement and dedication are accomplished by diligently and quietly performing the routine and essential tasks.

**Support for Family Values:** We honor the commitment required of our employees to have healthy and happy families.

**Family Atmosphere:** We strive to nurture a workplace in which our employees are healthy and happy, and recognizing that all of our employees are “family.”

**Lead by Example:** We believe that true leadership demands we walk the talk of our values.

### **How We Manage Our Resources**

**Stewardship:** We recognize we have been entrusted with the duty of using citizen owned resources to advance the interests of our entire community. We use those resources with an intense commitment to ensuring they are used well and responsibly with a high degree of attention to both efficiency and effectiveness.

**Constant Improvement:** We are committed to pursuing constant improvement through hard work, creativity and innovation. Our goal is continuous improvement in all that we do, and recognize that all improvement begins with me.

**High Accountability:** We embrace a culture of accountability and are committed to implementing the processes and mechanisms which contribute to such.

### **How We Make Decisions**

**Integrity:** We always, under every circumstance, and in every situation, act with integrity and honor the public trust by following the highest ethical standards.

---

---

**Evidence Based Decision Making:** We are committed to making decisions based on accurate, reliable and readily available data and evidence rather than on emotion, or the way we have always done it.

**Solutions Based Not Problems Based:** We have a rigorous understanding of the challenges we face, but will focus on solutions more than the problems.

**Strategic:** We always consider the long-term in our decisions and actions, envisioning, preparing for and shaping our future.

**Institution Before Self:** We recognize that our service to the community is a noble calling and that we are involved in a mission that is larger than our own personal needs and desires.

### **How We Confront Challenges**

**Change Management:** We operate with flexibility and a constant readiness to embrace change to become better, while being wise enough to know what should not be changed.

**Positive Attitude:** We are positive in how we tackle even the toughest issues, displaying contagious optimism, confident but not arrogant. We believe in and share the values of the organization and are committed to sharing them and passing them on to coming generations of leaders.

**Balance:** We recognize that most challenges are not simple decisions between right and wrong, but involve complex choices between competing good options. We work to find and maintain balance in all our decisions.

---

## **Goals and Objectives**

The goals and objectives for the upcoming year remain focused on the Council's vision of maintaining Grapevine as a safe, livable, vibrant community and a world-class tourist destination. The goals, as established in January 2007, are as follows:

- Maintain financial stability and strong fiscal management
- Sustain existing programs at high service levels
- Provide a safe, secure community
- Address future transportation needs
- Continue to enhance tourism development
- Invest in "Quality of Life" capital projects

The City has developed strategic objectives in relation to each of the goals listed above. A review FY 2021 program highlights for each goal is outlined below.

### **FY 2021 HIGHLIGHTS:**

#### **Goal: Maintain financial stability and strong fiscal management**

- Reduced the Ad Valorem tax rate from \$0.28427 to \$0.282601 per \$100 valuation. This means the owner of a home assessed at Grapevine's average net taxable value of \$277,038 will owe City taxes of \$782.91, down from \$796.21 the previous year.
- Vehicle and equipment replacements will be financed via a mid-year debt issuance. While this is a method frequently used to acquire capital assets, it also serves as a stabilizer for the Debt Service fund by reducing the volatility of the I&S rate.

#### **Goal: Sustain existing programs at high service levels**

- While the Next Generation Leadership (NGL) program is suspended for FY21, professional development efforts continue with funding for webinars and virtual conferences that serve to expand the knowledge base of our employees.
- Upon the Governor's order to reopen businesses at 100%, the FY21 budget contains full funding to sustain existing programs at high service levels.

#### **Goal: Provide a safe, secure community**

- The FY21 budget includes an operating transfer of \$5.36 million from the General to the Crime Control & Prevention (CCPD) fund to bridge a projected shortfall in CCPD revenue, which is funded solely from the ½ cent CCPD sales tax.
- The FY20 budget provides funding for newly built Fire Stations 2 and 3, as well as newly renovated Stations 1 and 4 to better serve the needs of Grapevine citizens and businesses.

---

Goal: Address future transportation needs

- The FY21 budget provides funding for the City's participation in a Local Project Advanced Funding Agreement (LPAFA) with the Texas Department of Transportation (TxDOT) for the widening of Euless Grapevine Road from two lanes to four lanes with a new traffic signal at the intersection of the SH 360 Frontage Road.
- The FY21 budget also provides funding for the City's participation in a LPAFA with TxDOT for the widening of Fairway Drive from two lanes to three lanes with a new minimum ten-foot wide shared use path from SH 26 to Marina Drive.
- Continued participation in the partnership between Grapevine and Trinity Metro in support of the TEXRail commuter rail program. The FY21 budget allocates 3/8-cent of 4B sales tax collections (\$8.7 million) in payments to Trinity Metro.

Goal: Continue to enhance tourism development

- Stand Rock Phase 1: 490 rooms and 100 timeshare units - \$160 million project.
- Meow Wolf: Major entertainment complex to be located at Simon's Grapevine Mills Mall - \$30 million project.
- Southland Holdings: Headquarters relocation - \$5 million project.
- Grapevine Main – Train station opening: \$110 million project.
- Payton Wright redevelopment: Multiple restaurant concepts on old Payton Wright Ford dealership property.
- Hilton Inn – Silver Lake: 152 guest rooms

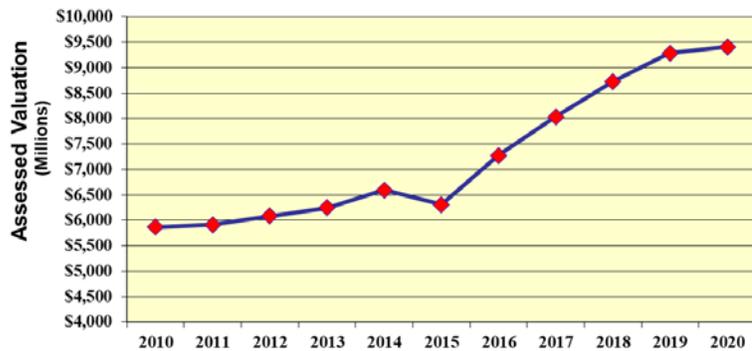
Goal: Invest in "Quality of Life" capital projects

- The FY21 budget includes funding for the design, production and installation of a large scale custom 3-piece Christmas Train display to be installed at the Peace Circle plaza outside of the Grapevine Main train station.
- FY21 projects includes allocations for Grapevine's continued participation in TxDOT's Green Ribbon highway beautification project.

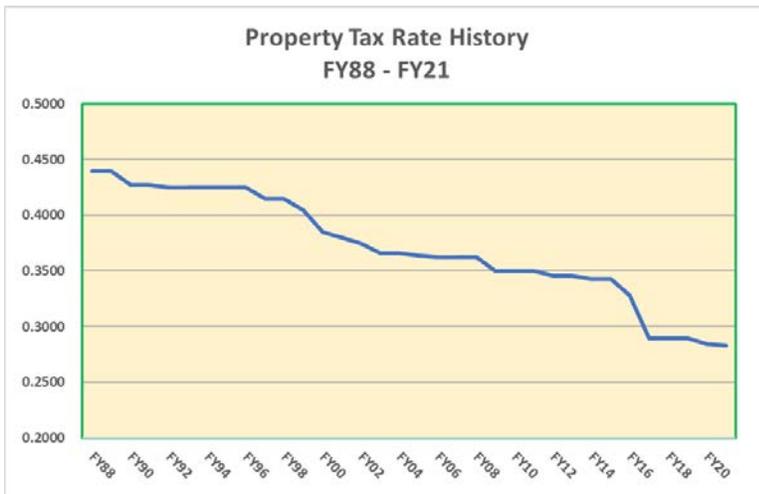
**SUMMARY:**

I am confident that this budget continues to lay a firm foundation for a sound financial future. In the last ten years, the city’s tax base (net taxable value) has increased by \$3.45 billion, an average annual growth rate of 5.9%. With the new development projects that are underway, we expect the City’s NTV to continue to grow in the near future. Grapevine has worked hard over the last 20 years to truly become a “destination” city.

**Net Taxable Value**



**Property Tax Rate History  
FY88 - FY21**



The City of Grapevine has not had a property tax rate increase since 1971. Since 1988, the property tax rate from .440000 cents to .282601 cents while maintaining and expanding existing services, and adding new and enhanced services, while maintaining a strong fund balance.

Throughout the upcoming year, we will continue to monitor and evaluate the City’s priorities and allocate resources appropriately so that we continue to deliver a positive program of operations for the City. Our Budget and Finance staff will continue to analyze and evaluate financial data and submit quarterly financial reports to Council. If there are significant changes in the City’s financial condition, we will prepare and submit a mid-year budget report with proposed alternative strategies.

Sincerely,

Greg Jordan  
Chief Financial Officer

Bruno Rumbelow  
City Manager



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Grapevine  
Texas**

For the Fiscal Year Beginning

**October 1, 2019**

*Christopher P. Morill*

Executive Director

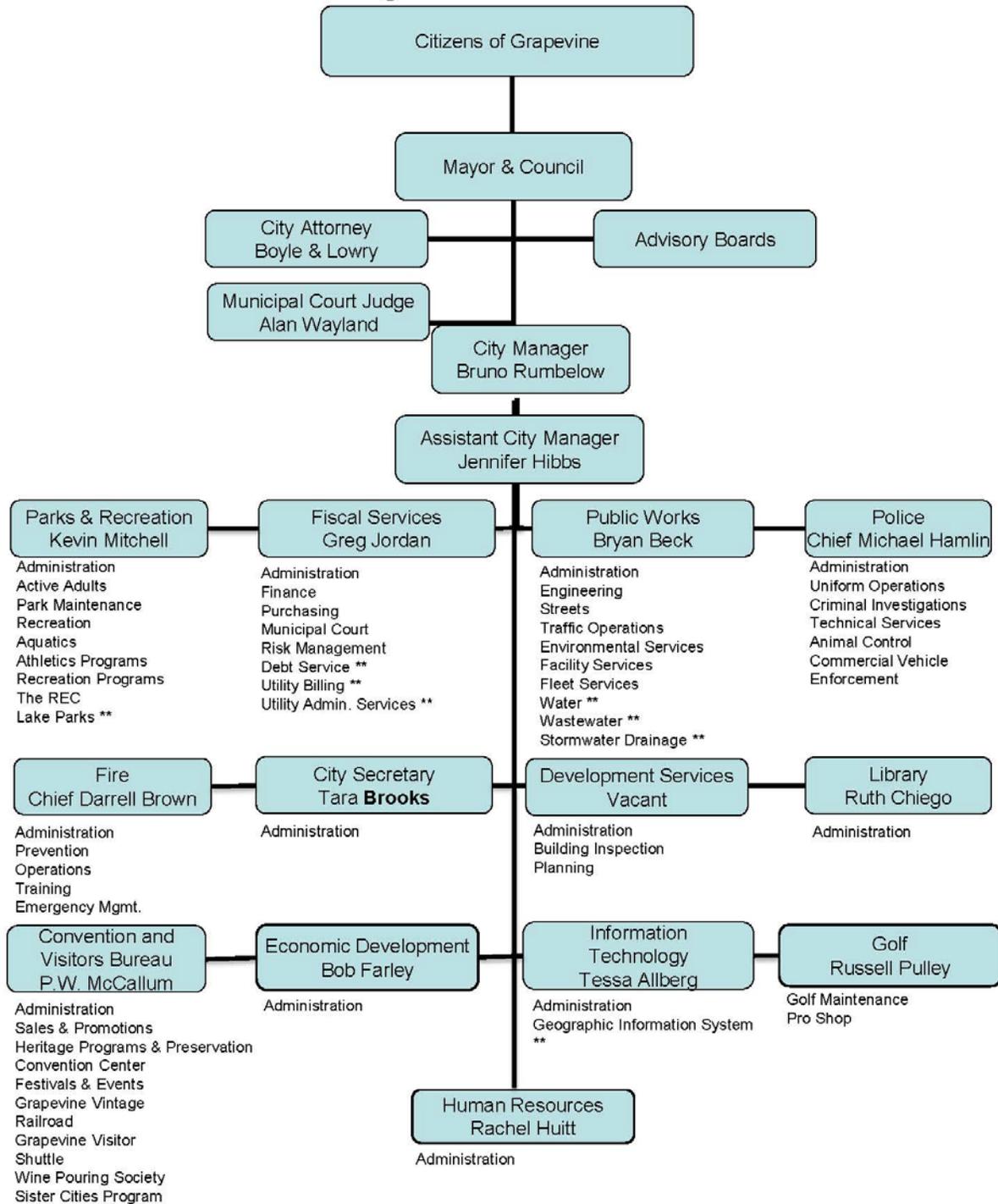
The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of Grapevine, Texas for its annual budget for the fiscal year beginning October 1, 2019.

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-eight 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 2021 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:

<b><u>Fund No.</u></b>	<b><u>Fund Title</u></b>
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 audited financial statements (Annual Report) contain additional funds not presented here in the operating budget document. The additional include the Grapevine Tax Increment Financing Reinvestment Zone Number Two, a blended component unit, and the Grapevine Heritage Foundation, which is a Discretely Presented Component Unit.

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, 2020 (both original budget and amended estimate), and actual totals for the fiscal years ended September 30, 2019 and September 30, 2018.

---

## **BASIS OF ACCOUNTING / BUDGETING**

The accounts of the City are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenue in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund level financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the City considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. In applying the susceptible to accrual concept to intergovernmental revenue, the legal and contractual requirements of the numerous individual programs are used as guidance. Generally, monies must be expended on a specific purpose or project before any amounts will be paid to the City; therefore, revenues are recognized based upon the expenditures recorded. Ad valorem taxes are recognized as revenues in the year for which they are levied. Sales taxes, franchise taxes, hotel occupancy taxes, charges for services and fines are recognized as revenue as earned, when measurable and available. Licenses, permits, and miscellaneous revenues (except earnings on investments) are recorded as revenues when received in cash because they are generally not measurable until actually received. Investment earnings are recorded as earned since they are measurable and available.

All proprietary funds are accounted for using the economic resources measurement focus and the accrual basis of accounting. With this measurement focus, all assets, deferred outflows of resources, liabilities and deferred inflows of resources associated with the operation of these funds are included on the statement of net position. Proprietary fund-type operating statements present increases (e.g., revenues) and decreases (e.g., expenses) in net position. Proprietary funds distinguish operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the City's water and sewer and municipal golf course are charges to customers for sales and services. Operating expenses for the enterprise funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

### **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

The **General Fund** accounts for several of the City's primary services (General Administration, Police Administration, Fire, Public Works, Libraries, Culture and Recreation, etc.) and is the primary operating fund of the City.

The **Debt Service Fund** is used to account for the accumulation of restricted property tax resources levied for the payment of general long-term debt principal, interest and related costs of governmental funds.

The **Permanent Capital & Street Maintenance Fund** is a capital projects fund used to account for the general maintenance, repair and upkeep of the City's buildings, parks and capital equipment.

## 2. Special Revenue Funds

The **Convention & Visitor's Bureau** and **Convention & Leisure Incentives Fund** are special revenue funds that account for all hotel occupancy tax revenues which are restricted by state statute and can only be used on expenditures related to tourism activities. Additional local revenues generated through tourism activities are accumulated in this fund and are assigned for use on expenditures related to tourism.

The **Stormwater Drainage Utility Fund** accounts for activities to maintain and improve the City's stormwater utility system by overseeing the City's Master Drainage Plan and floodplain areas. Funding is provided by assessment to each residential and commercial property within the city limits.

The **Crime Control and Prevention District Fund** is a special revenue fund that accounts for the accumulation and use of sales tax proceeds restricted for crime reduction programs. One-half (1/2) cent of local sales and use tax within the district funds the district.

The **Lake Parks Special Revenue Fund** encompasses the operation and maintenance of approximately 770 acres of property at Lake Grapevine. The City is required to pay the cost to maintain and operate the property with revenues generated from park operations. The City entered into a 25-year lease agreement with the United States Corps of Engineers which is valid through September 2029. The City entered into another 25-year lease agreement with the United State Corps of Engineers to operate and maintain an additional 44.5 acres at Lake Grapevine in March 2009. The term of this operating lease is from March 2009 through March 2034.

The **4B Transit** and **4B Economic Development Funds** are special revenue fund that account for the accumulation of sales taxes restricted to fund the City's participation in the (1) commuter rail development project with the Fort Worth Transit Authority (Trinity Metro); and (2) economic development projects by the City to stimulate the local economy, development, and redevelopment.

---

### 3. Enterprise Funds

The **Water and Sewer Fund** accounts for the operation of the City's water and sewer utility activities including administration, operation and maintenance of the water and sewer system, and billing and collection activities. All costs are financed through charges made to utility customers with rates reviewed regularly and adjusted, if necessary, to ensure integrity of the fund.

The **Lake Enterprise Fund** includes the operations of the City's municipal golf course. The Grapevine Golf Course is comprised of three 9-hole courses for a total of 27 holes over 6,900 yards. It was constructed in 1979 and completely renovated in 1999.

---

## **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.

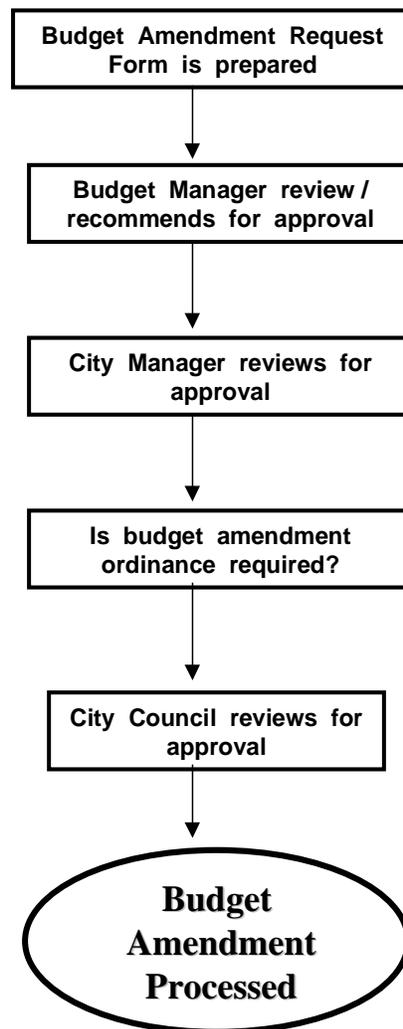
In May, departmental objectives and performance indicators are submitted to the City Manager. Following the review and approval of the objectives and indicators, department heads submit proposed baseline expenditures for current service levels. Proposals for program enhancements or Increased Service 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 2020-2021 BUDGET CALENDAR

<b>MARCH</b>	23	Mon	Kickoff
<b>APRIL</b>	6 24 27	Mon Fri Mon	Objectives & Performance Measures Due Submission Deadline Begin Budget Office Review
<b>MAY</b>	22	Fri	Send Budget Recommendations to Departments
<b>JUNE</b>	1 - 5 12	Mon-Fri Fri	Departmental Budget Review Meetings Final Budget Decisions Due
<b>JULY</b>	2 24 28 29 31	Thurs Mon Tues Wed Fri	Operating Budget Submitted to City Council Receive Certified Tax Roll from Appraisal Districts 1 <sup>st</sup> Budget Workshop 2 <sup>nd</sup> Budget Workshop (if necessary) Operating Budget Posted to City website
<b>AUGUST</b>	4 18	Tues Tues	City Council Resolution to Accept Certified Tax Roll 1 <sup>st</sup> Public Hearing on Tax Rate (if necessary)
<b>SEPTEMBER</b>	1  15	Tues  Tues	2 <sup>nd</sup> Public Hearing on Tax Rate (if necessary) City Council Public Hearing on Operating Budget CCPD Board Public Hearing on CCPD Budget City Council adoption of Operating Budget and City Council adoption of Tax Rate 4B Board adoption of 4B Budget CCPD Board adoption of CCPD Budget

---

## 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

<b>BUDGET CONTINGENCY PLAN</b>	
<b>Operational Area</b>	<b>Recommended Action</b>
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

---

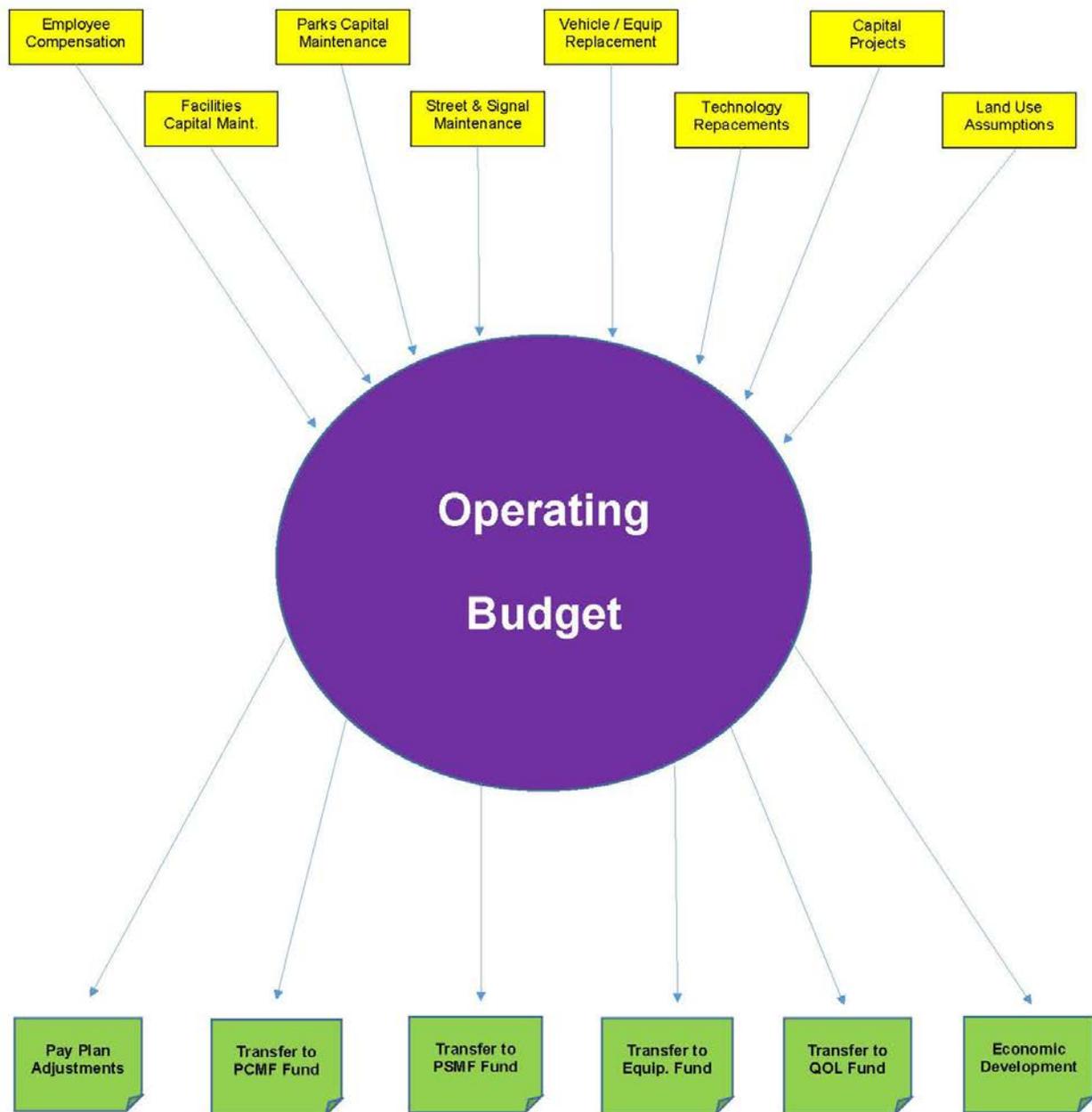
## EFFECT OF PLANNING PROCESSES ON THE OPERATING BUDGET

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.

<b>Name Of Plan</b>	<b>Type Of Planning Process</b>	<b>Description Of Planning Process</b>	<b>Budget Impact</b>
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

---

# Effect of Planning Processes on the Operating Budget



The budgetary impact of planning processes in FY 2021 is projected at \$4.95 million. There are no Pay Plan adjustments included.

<b>FY 2021 BUDGET IMPACT OF PLANNING PROCESSES</b>	<b>General Government Funds</b>	<b>Special Revenue Funds</b>	<b>Enterprise Funds</b>	<b>Totals</b>
<b>Pay Plan Adjustments</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Prior Year Budget Impact	948,560	1,139,939	238,804	2,327,303
Increase / (Decrease)	(948,560)	(1,139,939)	(238,804)	(2,327,303)
<b>Operating Transfer to Permanent Capital Maint. Fund</b>	<b>790,000</b>	<b>0</b>	<b>0</b>	<b>790,000</b>
Prior Year Budget Impact	1,554,000	0	0	1,554,000
Increase / (Decrease)	(764,000)	0	0	(764,000)
<b>Operating Transfer to Permanent Street Maint. Fund</b>	<b>1,000,000</b>	<b>0</b>	<b>0</b>	<b>1,000,000</b>
Prior Year Budget Impact	1,725,000	0	0	1,725,000
Increase / (Decrease)	(725,000)	0	0	(725,000)
<b>Vehicle &amp; Equip. Replacements</b>	<b>0</b>	<b>0</b>	<b>330,000</b>	<b>330,000</b>
Prior Year Budget Impact	830,004	0	210,000	1,040,004
Increase / (Decrease)	(830,004)	0	120,000	(710,004)
<b>Operating Transfer to Quality of Life CIP Fund</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Prior Year Budget Impact	3,000,000	0	0	3,000,000
Increase / (Decrease)	(3,000,000)	0	0	(3,000,000)
<b>Economic Development Fund Incentives Appropriation</b>	<b>0</b>	<b>685,000</b>	<b>0</b>	<b>685,000</b>
Prior Year Budget Impact	0	1,823,056	0	1,823,056
Increase / (Decrease)	0	(1,138,056)	0	(1,138,056)
<b>TOTALS</b>	<b>1,790,000</b>	<b>685,000</b>	<b>330,000</b>	<b>4,925,000</b>

Operating transfers from the General fund to the Permanent Capital Maintenance fund for both facilities and parks total \$790,000, a decrease of \$764,000 from the last budget year. Operating transfers from the General fund to the Permanent Street Maintenance fund for both street repairs and traffic signals and striping total \$1 million, a decrease of \$725,000 from the previous year.

---

There are no funds allocated for Vehicle and Equipment replacements. There are discussions to issue a short-term equipment note in June 2021 that includes funding of \$1 million for vehicles and equipment.

The annual transfer of \$3 million from the General Fund to the Quality of Life fund has been suspended for FY 2021.

Land use assumptions are developed to identify real property relative to deliberation to the purchase, exchange, lease, sale or value of said property. Land use assumptions are also developed to aid in the identification and deliberation of commercial and financial information received from business prospects the City seeks to have locate, stay, or expand in the City; deliberate the offer of a financial or other incentive; with which businesses the City is conducting economic development negotiations pursuant to Section 551.087, Texas Government Code. In support of this effort, the appropriation of Economic Development fund resources in FY21 is \$685,000, down from \$1.8 million the prior year.

CITY OF GRAPEVINE, TEXAS  
 FY 2020-21 APPROVED OPERATING BUDGET  
 SUMMARY OF ALL FUNDS

**- Budget At-A-Glance -**

REVENUE AND OTHER FINANCING SOURCES:	2017-18 Actual	2018-19 Actual	2019-20 Budget	2020-21 Approved
Taxes	100,339,141	99,592,361	107,809,115	92,559,387
Licenses, Fees & Permits	8,630,660	8,910,022	10,271,372	8,524,246
Fines and Forfeitures	1,688,852	1,950,452	1,835,702	1,484,500
Charges for Services	52,226,982	47,518,199	46,228,182	47,991,717
Federal /State /Local Funds & Grants	387,597	217,690	697,687	344,094
Interest Income	1,455,747	688,900	1,248,550	1,015,100
Transfers In	18,424,297	17,095,518	14,073,793	12,456,636
Miscellaneous	23,029,597	2,022,592	2,027,781	1,801,044
<b>TOTAL</b>	<b>206,182,873</b>	<b>177,995,734</b>	<b>184,192,182</b>	<b>166,176,724</b>

EXPENDITURES AND OTHER FINANCING USES:	2017-18 Actual	2018-19 Actual	2019-20 Budget	2020-21 Approved
Personnel	55,459,774	59,370,150	61,717,072	60,597,368
Supplies	5,930,141	6,322,376	6,383,296	6,308,438
Maintenance	2,390,385	3,136,905	3,228,682	2,999,318
Services	45,560,056	44,366,267	45,864,571	43,187,933
Insurance	12,125,821	14,926,785	14,985,319	14,397,449
Debt Service	33,570,305	17,553,785	16,836,452	16,741,988
Transfers Out	47,546,485	16,513,713	17,995,507	12,501,636
Permanent Capital / Street Maint.	3,945,949	4,279,000	4,279,000	2,790,000
Interlocal / Inter-Agency	9,466,562	10,389,140	10,641,732	8,754,020
Capital Outlay	1,148,417	1,054,870	1,194,000	952,000
<b>TOTAL</b>	<b>217,143,896</b>	<b>177,912,991</b>	<b>183,125,631</b>	<b>169,230,150</b>

CITY OF GRAPEVINE, TEXAS  
 FY 2020-21 APPROVED OPERATING BUDGET  
 SUMMARY OF ALL FUNDS

**- Budget At-A-Glance -**

EXPENDITURES BY FUND:	2017-18 Actual	2018-19 Actual	2019-20 Budget	2020-21 Approved
General	68,872,835	67,724,922	71,054,689	64,519,648
Convention & Visitors Bureau	32,396,860	22,256,698	22,556,423	20,337,137
CVB Leisure & Incentives	3,122,370	5,286,581	4,996,210	4,716,651
Stormwater Drainage	115,467	1,419,312	1,403,131	1,344,592
Crime Control & Prevention	16,520,473	17,688,130	18,428,614	17,808,172
Lake Parks	2,472,858	2,755,632	2,921,340	2,879,687
4B Transit	9,815,379	10,833,750	11,106,218	9,218,161
Economic Development	33,395,970	3,761,250	4,527,073	3,763,721
Debt Service	16,605,405	15,989,541	15,705,883	15,619,369
Utility Enterprise	28,002,121	23,695,775	23,948,788	24,167,755
Golf Course	2,878,209	3,222,400	3,198,262	3,065,257
Permanent Capital & Street Maintenance	2,945,949	3,279,000	3,279,000	1,790,000
<b>TOTAL</b>	<b>217,143,896</b>	<b>177,912,991</b>	<b>183,125,631</b>	<b>169,230,150</b>

PERSONNEL BY FUND:	2017-18 Actual	2018-19 Actual	2019-20 Budget	2020-21 Approved
General	323.00	321.00	321.00	321.00
Convention & Visitors Bureau	64.00	69.00	69.00	69.00
Stormwater Drainage	8.00	8.00	8.00	8.00
Crime Control & Prevention	131.00	131.00	131.00	131.00
Lake Parks	3.50	4.50	4.50	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
<b>TOTAL</b>	<b>604.00</b>	<b>608.00</b>	<b>608.00</b>	<b>608.00</b>

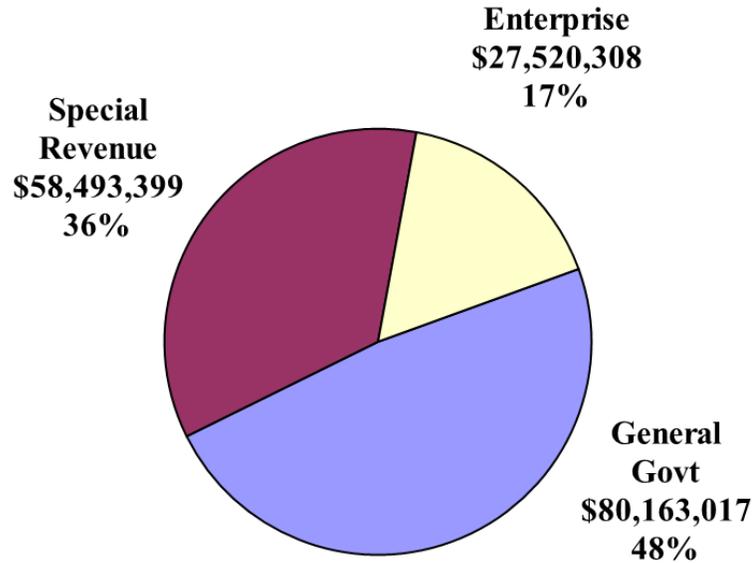
CITY OF GRAPEVINE, TEXAS  
 FY 2020-21 APPROVED OPERATING BUDGET  
 SUMMARY TABLE OF ALL FUNDS

	General Government Funds	Special Revenue Funds	Enterprise Funds	Total All Funds
<b>REVENUES AND OTHER FINANCING SOURCES:</b>				
Property Taxes	26,564,517			26,564,517
Sales & Use Taxes	26,481,695	25,162,762		51,644,457
Occupancy Taxes		14,350,413		14,350,413
Licenses, Fees & Permits	8,524,246			8,524,246
Fines and Forfeitures	1,377,500	107,000		1,484,500
Charges for Services	9,068,428	12,161,465	26,761,824	47,991,717
Interlocal / Inter-Agency	344,094			344,094
Interest Income	299,000	413,100	303,000	1,015,100
Transfers In	6,628,603	5,828,033		12,456,636
Miscellaneous	874,934	470,626	455,484	1,801,044
<b>Total Revenues</b>	<b>80,163,017</b>	<b>58,493,399</b>	<b>27,520,308</b>	<b>166,176,724</b>
<b>EXPENDITURES AND OTHER FINANCING USES:</b>				
Personnel	34,239,023	20,980,378	5,377,967	60,597,368
Supplies	3,285,739	1,450,939	1,571,760	6,308,438
Maintenance	1,481,235	879,850	638,233	2,999,318
Services	11,574,422	17,951,827	13,661,684	43,187,933
Insurance	8,460,337	4,477,213	1,459,899	14,397,449
Debt Service	15,619,369		1,122,619	16,741,988
Transfers Out	5,363,892	5,211,894	1,925,850	12,501,636
Interlocal / Inter-Agency		8,754,020		8,754,020
Permanent Capital / Street Maint.	1,790,000		1,000,000	2,790,000
Capital Outlay	115,000	362,000	475,000	952,000
<b>Total Expenditures</b>	<b>81,929,017</b>	<b>60,068,121</b>	<b>27,233,012</b>	<b>169,230,150</b>

---

## REVENUE FUNDING SOURCES

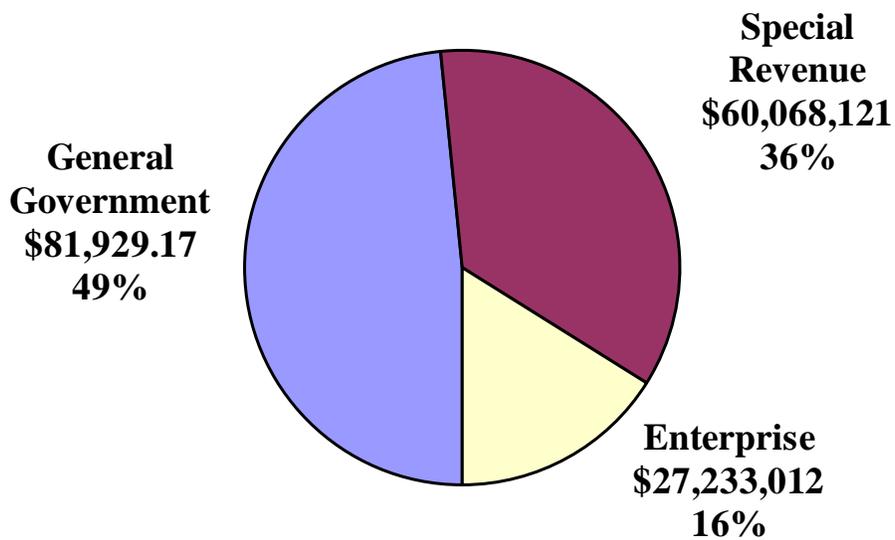
"Where The Money Comes From"



---

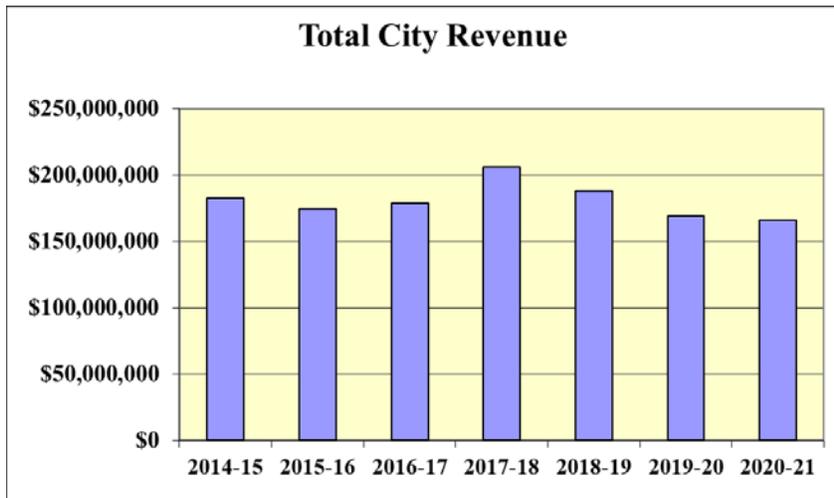
## EXPENDITURE FUNDING USES

"Where the Money Goes"



---

## Revenue and Other Financing Sources



Total City revenue (all funding sources) is budgeted at \$166 million, a decrease of \$18 million (-9.8%) from the previous year. General Government revenue is projected to decrease by \$9 million over the prior year as both sales tax and mixed beverage tax collections continue to be impacted by the pandemic. Ad Valorem tax collections in the Debt Service fund remain virtually

unchanged from the prior year. Special Revenue fund segments are projecting a revenue decrease of \$8 million (-12%) due to significant declines in sales tax and hotel occupancy tax receipts. Enterprise fund revenue is projected to increase by \$176,000 based on projected 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 \$92.5 million and represent a decrease of \$15.2 million (-15%) from the prior year. Sales & Use taxes, the largest component, are budgeted at \$51.5 million, of which \$26.5 million is in the General Government sector and \$25 million is in the Special Revenue sector.

**Charges for Services** are the second largest revenue stream at \$48 million (25%) and represent an increase of \$1.7 million from the previous year. General Government charges are projected at \$9 million. Special Revenue charges are projected at \$12.1 million and Enterprise Fund charges are projected at \$26.7 million.

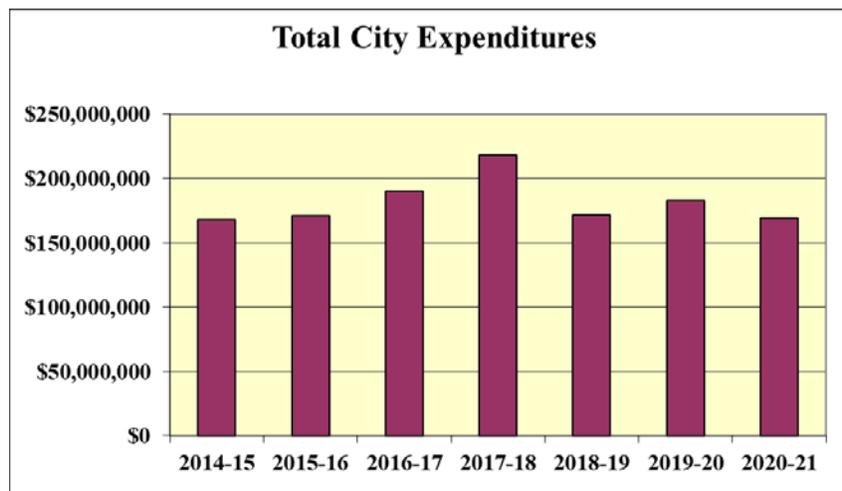
**Transfers In** are the third largest revenue stream at \$12.4 million (7.6%) and represent a decrease of \$1.6 million from the previous year, due to a reduction of operating transfers from the General fund.

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 21 adopted budget is comprised of total budgeted expenditures across all funds of \$169 million, and represents a decrease of \$14 million (-8%) from the prior year budget. Estimated expenditures for the current year (FY20) total \$180 million and represent an increase of \$8 million from the FY19 total. The large decrease is attributed to the COVID-19 pandemic and the resultant economic recession.



**Personnel costs** are the largest expenditure category, totaling \$60.6 million (36%), and represent a decrease of \$1.1 million from the previous budget year. Estimated expenditures for the current year total \$61 and represent an increase of \$1.3 million from FY19. There are no salary increases built into the FY21 budget.

**Services** are the second largest expenditure category, totaling \$43 million (25%), which is an increase of \$1.5 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 \$16.7 million, which is 9.9% of total expenditures. Budgeted expenditures for FY21 decrease by \$95,000 as a result of a restructure and refinancing of existing debt in 2019.

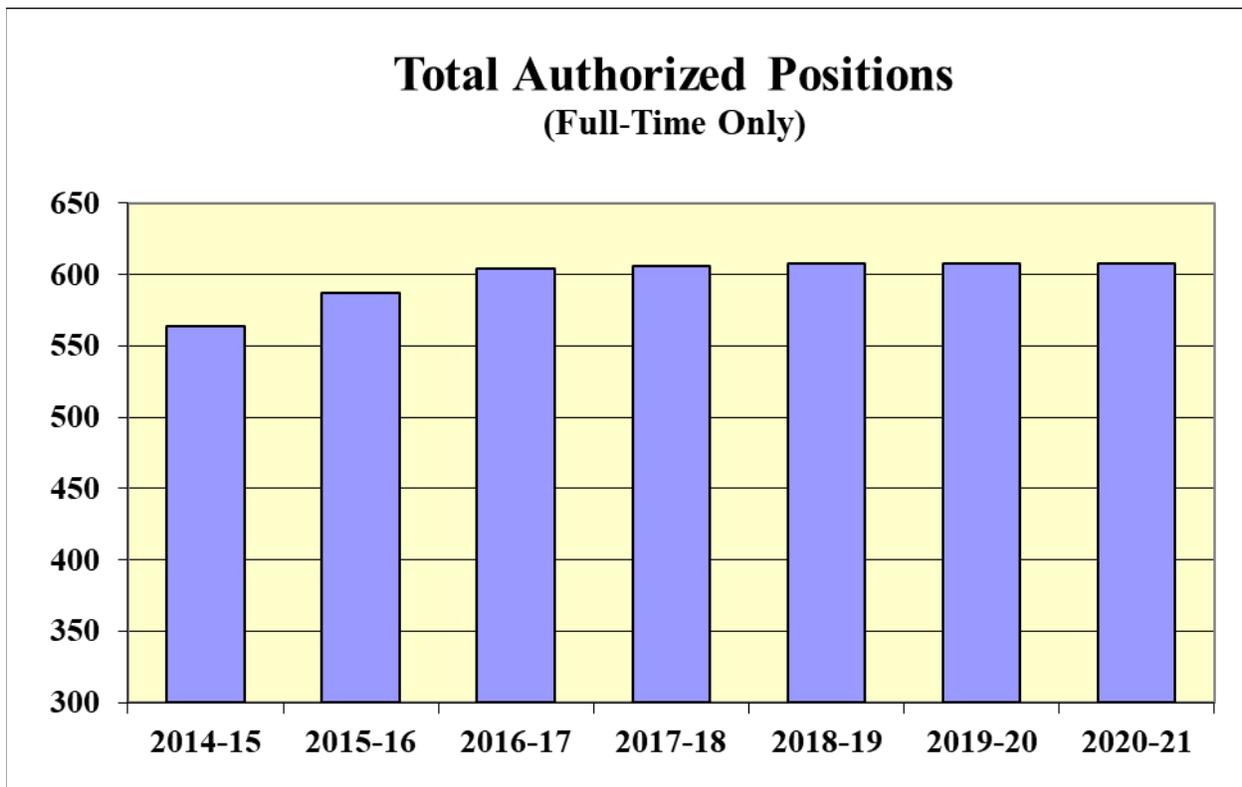
**Insurance (including health, life, dental, property/casualty, worker's compensation, and auto)** is the fourth largest expenditure category, totaling \$14.4 million (8.5%). The FY21 budget represents a decrease of \$600,000 from FY20.

**Operating Transfers Out** represent the fifth largest expenditure category, totaling \$12.5 million, and represents a decrease of \$5.5 million (-33%) from the previous budget year. The sharp decrease is due to the elimination of operating transfers from the General fund to the Quality of Life fund (\$3 million) and to the Permanent Capital Maintenance fund (\$3.28 million) due to a decline in sales tax and use revenue due to the global pandemic caused by the outbreak of the COVID-19.

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

---

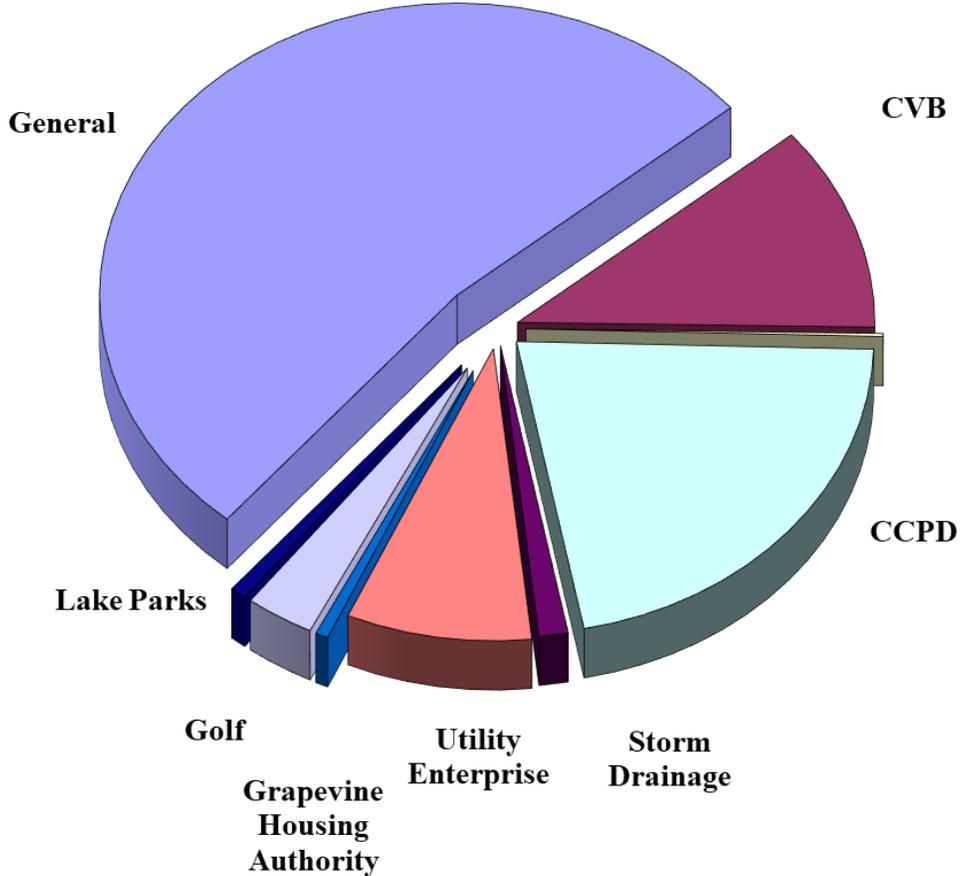
## Total Authorized Positions



Total authorized positions, (full-time only) total 608 citywide for FY20. This represents no change from the previous year. In the General fund, the vacant position of Purchasing Agent in the Fiscal Services department was abolished and transferred to the Information Technology division of the City Manager’s Office. The position will be retitled as an IT Security Analyst. On average, the City currently receives hundreds of phishing attempts via email per day. It is also important to note that malware and ransomware attacks currently occur twice per week. While the City has deployed software to aid in the detection of these attacks, the day to day monitoring and safeguarding of these attacks takes considerable time and effort, detracting from the other job responsibilities of the IT staff. Cyberattacks have been on the rise—especially in regard to email phishing and malware. Hackers are targeting municipal governments, large and small, to steal valuable information or infiltrate computer networks. Information security analysts are valued for their ability to protect an organization’s data and information from such attacks and are a necessary addition to the Information Technology division.

# Total Authorized Positions

Citywide by Fund  
 FY 2020-21  
 Approved Budget

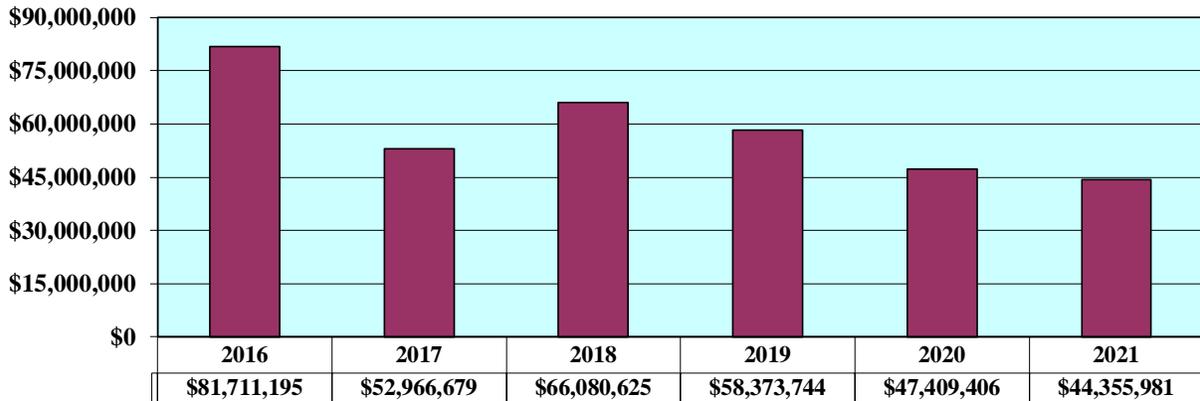


<b>General Fund</b>	<b>321.00</b>
<b>Convention &amp; Visitors Fund</b>	<b>69.00</b>
<b>Crime Control &amp; Prevention Fund</b>	<b>131.00</b>
<b>Stormwater Drainage Fund</b>	<b>8.00</b>
<b>Utility Enterprise Fund</b>	<b>51.00</b>
<b>Golf Fund</b>	<b>19.00</b>
<b>Lake Parks Fund</b>	<b>4.50</b>
<b>Economic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

**TOTAL CITYWIDE AUTHORIZED FULL-TIME POSITIONS: 608**

## Total Fund Balance

### All Budgeted Funds, as of September 30



**Note:** The totals for years 2016 through 2019 are actual (audited); the total for 2020 is estimated; and the total for year 2021 is projected.

### **Fund Balances**

The total citywide balance of all budgeted funds on October 1 is estimated at \$47 million, a decrease of \$11 million from the previous year's total of \$58 million. The sharp decrease is directly attributed to the pandemic as sales tax and occupancy tax receipts plummeted beginning in March 2020 as retail business and tourism were at a virtual standstill. Airline traffic and service-related businesses were also significantly affected.

The loss in the General fund for FY20 was \$8.6 million, in which \$6 million of the loss was in sales tax revenue. The fund balance for the Convention and Visitors Bureau actually increased by \$8 million, as the cancellation of both Main Street Days and Grapefest festivals equated to expenditure savings that were greater than the loss of revenue. The Convention and Leisure Incentives fund incurred a drop of \$8.6 million in fund balance in FY20 due to the drop in hotel occupancy tax receipts while continuing to honor existing incentive agreements.

The Crime Control and Prevention District fund incurred an operating loss of \$2.2 million in FY20 due to the decline in sales tax revenue. The Lake Parks fund incurred a drop in fund balance of \$1 million as the Vineyards Campground and Cabins was forced to close due to the pandemic.

The total citywide ending fund balance projected at FY21 year-end is \$44.3 million, a decrease of \$3 million (6.4%). Decreases in the balances of the Convention & Visitors, Convention Leisure Incentives, and Capital/Street Maintenance funds.

The General, Debt Service, Crime Control & Prevention and Economic Development funds are projected with no change in fund balance(s) for FY21.

**ESTIMATED FUND BALANCES  
FISCAL YEAR 2019-20**

Fund	Actual Beginning Fund Balance 10/1/2019	Estimated Revenues and other Financing Sources 2019-20	Estimated Expenditures and other Financing Uses 2019-20	Estimated Ending Fund Balance 9/30/2020
General	\$12,185,859	\$60,715,909	\$69,330,714	\$3,571,054
Debt Service	\$7,749,784	\$15,353,142	\$15,798,459	\$7,304,467
Convention & Visitors	\$6,559,708	\$21,801,206	\$13,660,686	\$14,700,228
Convention & Leisure Incentives	\$13,706,975	\$3,013,903	\$11,680,171	\$5,040,707
Stormwater Drainage	\$1,989,073	\$1,548,563	\$1,587,473	\$1,950,163
Crime Control & Prevention	(\$1,045,343)	\$16,068,352	\$18,253,656	(\$3,230,647)
4B Transit	\$16,961	\$8,984,591	\$8,978,634	\$22,918
Economic Development	\$5,773,970	\$5,387,012	\$5,002,757	\$6,158,225
Utility Enterprise	\$14,139,853	\$27,886,142	\$25,461,983	\$16,564,012
Golf	(\$856,471)	\$3,058,647	\$2,861,315	(\$659,139)
Lake Parks	(\$3,418,748)	\$2,257,361	\$3,335,591	(\$4,496,978)
Capital / Street Maintenance	\$1,572,123	\$3,416,916	\$4,504,643	\$484,396
<b>TOTAL</b>	<b>\$58,373,744</b>	<b>\$169,491,744</b>	<b>\$180,456,081</b>	<b>\$47,409,406</b>

**PROJECTED FUND BALANCES  
FISCAL YEAR 2020-21**

Fund	Estimated Beginning Fund Balance 10/1/2020	Budgeted Revenues and other Financing Sources 2020-21	Budgeted Expenditures and other Financing Uses 2020-21	Projected Ending Fund Balance 9/30/2021
General	\$3,571,054	\$64,519,648	\$64,519,648	\$3,571,054
Debt Service	\$7,304,467	\$15,619,369	\$15,619,369	\$7,304,467
Convention & Visitors	\$14,700,228	\$19,564,232	\$20,337,137	\$13,927,323
Convention & Leisure Incentives	\$5,040,707	\$3,709,113	\$4,716,651	\$4,033,169
Stormwater Drainage	\$1,950,163	\$1,450,000	\$1,344,592	\$2,055,571
Crime Control & Prevention	(\$3,230,647)	\$17,808,172	\$17,808,172	(\$3,230,647)
4B Transit	\$22,918	\$9,228,161	\$9,218,161	\$32,918
Economic Development	\$6,158,225	\$3,763,721	\$3,763,721	\$6,158,225
Utility Enterprise	\$16,564,012	\$24,438,500	\$24,167,755	\$16,834,757
Golf	(\$659,139)	\$3,081,808	\$3,065,257	(\$642,588)
Lake Parks	(\$4,496,978)	\$2,970,000	\$2,879,687	(\$4,406,665)
Capital / Street Maintenance	\$484,396	\$24,000	\$1,790,000	(\$1,281,604)
<b>TOTAL</b>	<b>\$47,409,406</b>	<b>\$166,176,724</b>	<b>\$169,230,150</b>	<b>\$44,355,981</b>

---

## **Short-term initiatives for the upcoming year**

They FY21 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***

The Next Generation Leadership (NGL) program provides 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.



The program was suspended in FY20 and again in FY21 due to COVID-19. Upon its resumption, a major program enhancement will be the change to Even Years Continuing Education / Odd Years New Class. This allows us to provide continuing leadership education to people who have already completed NGL – the alumni. The first year of continuing education for NGL alumni is expected to resume in January 2023. 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 \$14.4 million for FY21, a decrease of \$600,000 over the previous year. The FY21 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. Due to the pandemic, the transfer was suspended in FY20 and is not included in the FY21 budget as well. To date, the General fund has made contributions in excess of \$47 million to the fund.

### ***Continue to enhance tourism by promoting Grapevine as a “destination”***

With the establishment of the CVB Incentives fund in 2015, the monies collected by the 1% addition to the hotel/motel occupancy 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 \$16 million, and is projected to generate \$3.5 million in FY21.

---

The start of TEXRail commuter rail service has made a significant impact on tourism in the downtown area. Ridership has been strong with nearly 400,000 rides since service began in January 2020. The grand opening of the Grapevine Main Station, with its massive outdoor plaza, Harvest Hall, Hotel Vin, and massive parking garage will be the centerpiece of rail transportation for the next generation. The city also has plans to expand the Grapevine Visitors Shuttle service, operated by the Grapevine Convention and Visitors Bureau

***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.

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 FY21 budget includes funding for additional economic development deals.

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

Due to the pandemic, the FY20 ending fund balance fell below the 20% target. The operating loss of \$8.6 million reduced the balance to 6.3%, which equates to 23 days of operations. As the FY21 budget is balanced, there is no projected change in the estimated ending balance as of 09/30/21.

# 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 \$149 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.

On June 4, 2019 the City Council authorized the issuance and sale of General Obligation Improvement Bonds in the amount of \$24,700,000 through the Public Approved Bond Election held November 7, 2017. The purpose of the issue is to fund projects to (1) design, improve, construct, equip and furnish the Animal Shelter Facility for \$3.9 million; (2) design, construct, improve, renovate, expand equip and furnish new Fire Station 2 and new Fire Station 3 as well as acquire the land for \$16 million; and (3) design, improve, construct, equip and furnish the Clubhouse and multi-use facility at the Grapevine Municipal Golf Course for \$4.8 million.

Additionally, this will authorize the refunding of Series 2009 and 2009-A Certificates of Obligation for combined estimated savings of \$676,000.

<b>Outstanding GO Bond Debt Issues</b>	<b>Original Issue Amount</b>	<b>Date Issued</b>	<b>Use of Proceeds</b>
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
GO Ref & Improv Bonds Series 2019	\$24,700,000	06/04/19	Refunding, Animal Shelter facility, Fire Stations 2 & 3, Golf Clubhouse

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 used to promote new and expanded business enterprises 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.

<b>Outstanding Revenue Bond Issues</b>	<b>Original Issue Amount</b>	<b>Date Issued</b>	<b>Use of Proceeds</b>
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 \$58.3 million to finance vehicle and capital equipment replacements, computers, golf carts, land acquisitions, 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 paying contractual obligations to be incurred for the Grapevine Main Station project, including: (a) planning, developing, constructing, and equipping public plaza and open space improvements in downtown Grapevine; (b) planning, developing, constructing and equipping a public observation and viewing tower; (c) planning, developing, constructing and equipping a public parking garage in downtown Grapevine; (d) planning, developing, constructing and equipping City Convention and Visitors Bureau meeting space and offices; and (e) paying professional services of attorneys, financial advisors and other professionals in connection with the projects and the issuance of the Certificates.

<b>Outstanding CO Debt Issues</b>	<b>Original Issue Amount</b>	<b>Date Issued</b>	<b>Use of Proceeds</b>
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.

<b>Outstanding Tax Note Debt Issues</b>	<b>Original Issue Amount</b>	<b>Date Issued</b>	<b>Use of Proceeds</b>
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 \$217,063,072, (not including TIF) with a principal balance of \$164.5 million. Repayment of this debt is scheduled over a twenty (20) year period and is payable from a general property tax levy.

<b>Debt Instrument</b>	<b>Outstanding Principal</b>	<b>Interest Due</b>	<b>Total Debt</b>	<b>Percentage of Total</b>
General Obligation Bonds	\$84,945,000	\$25,002,016	<b>\$109,947,016</b>	55.96%
Certificates of Obligation	\$48,480,000	\$16,413,578	<b>\$64,893,578</b>	33.03%
Tax Notes and Contractual Obligations	\$1,910,000	\$131,725	<b>\$2,041,725</b>	1.04%
Sales Tax Revenue Bonds	\$15,260,000	\$4,321,109	<b>\$19,581,109</b>	9.97%
<b>Total</b>	<b>\$150,595,000</b>	<b>\$45,868,428</b>	<b>\$196,463,428</b>	<b>100.00%</b>

**Rating Agency Reports**



**City of Grapevine, Texas**

**“Credit Rating Upgrade to Aa1”**

*Upgrade Saved an Estimated \$200,000*



**Rating Action: Moody's upgrades to Aa1 Grapevine, TX's GOLT bonds**

New York, May 23, 2019 -- Moody's Investors Service has upgraded to Aa1 from Aa2 the City of Grapevine, TX's issuer rating and rating on the outstanding general obligation limited tax debt. Moody's has also assigned a Aa1 rating to the city's General Obligation Refunding and Improvement Bonds, Series 2019.

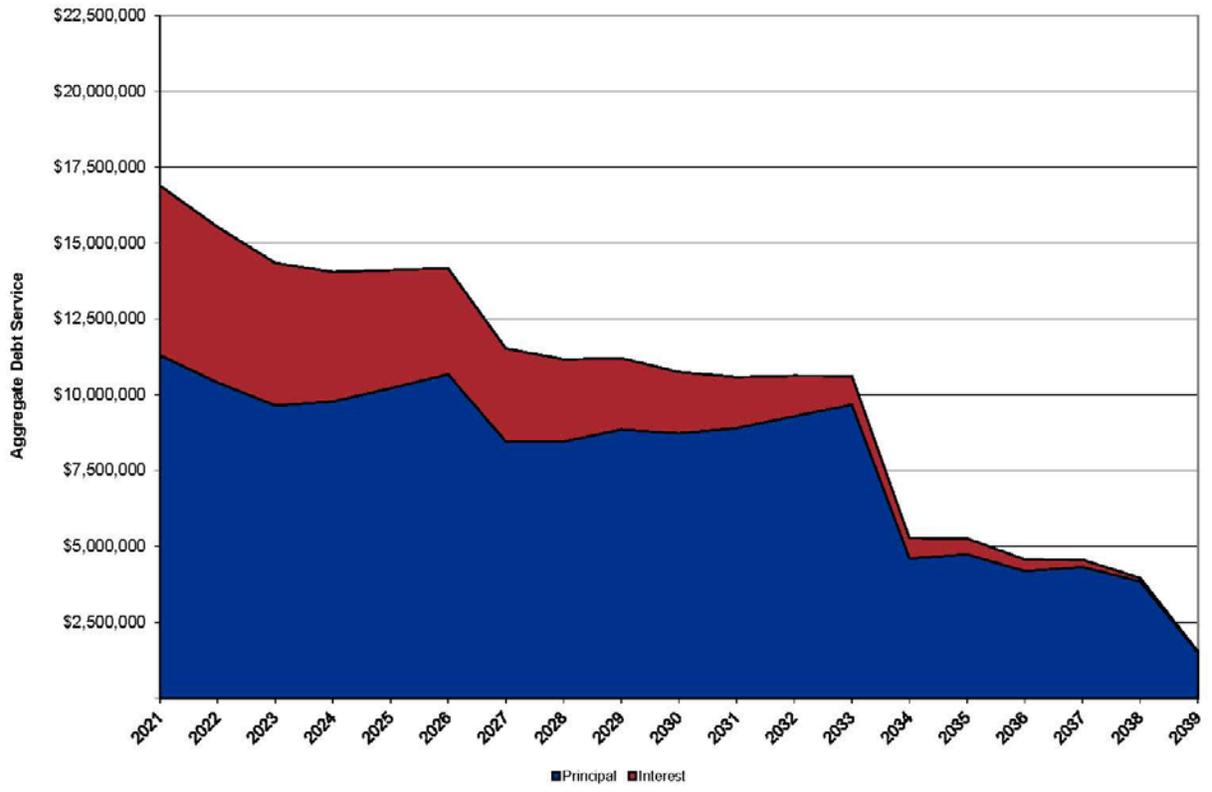
Moody's Investors Service has issued a rating of **Aa2** for Grapevine's GO debt. The credit position for Grapevine is very good, and its Aa2 rating is slightly stronger than the median rating of Aa3 for US cities. The notable credit factors include a robust financial position, strong wealth and income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

	Moody's	S&P	Description
Investment Grade	Aaa	AAA	Prime
	<b>Aa1</b>	<b>AA+</b>	High Grade
	Aa2	AA	
	Aa3	AA-	Upper Medium Grade
	A1	A+	
	A2	A	
	A3	A-	Lower Medium Grade
	Baa1	BBB+	
Baa2	BBB		
Baa3	BBB-		
Junk	Ba1	BB+	Non-Investment Grade Speculative
	Ba2	BB	
	Ba3	BB-	
	B1	B+	Highly Speculative
	B2	B	
	B3	B-	
	Caa1	CCC+	Substantial Risks
	Caa2	CCC	Extremely Speculative
	Caa3	CCC-	In Default with Little Prospect for Recovery
	Ca	CC	
	C	In Default	
D	D		

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

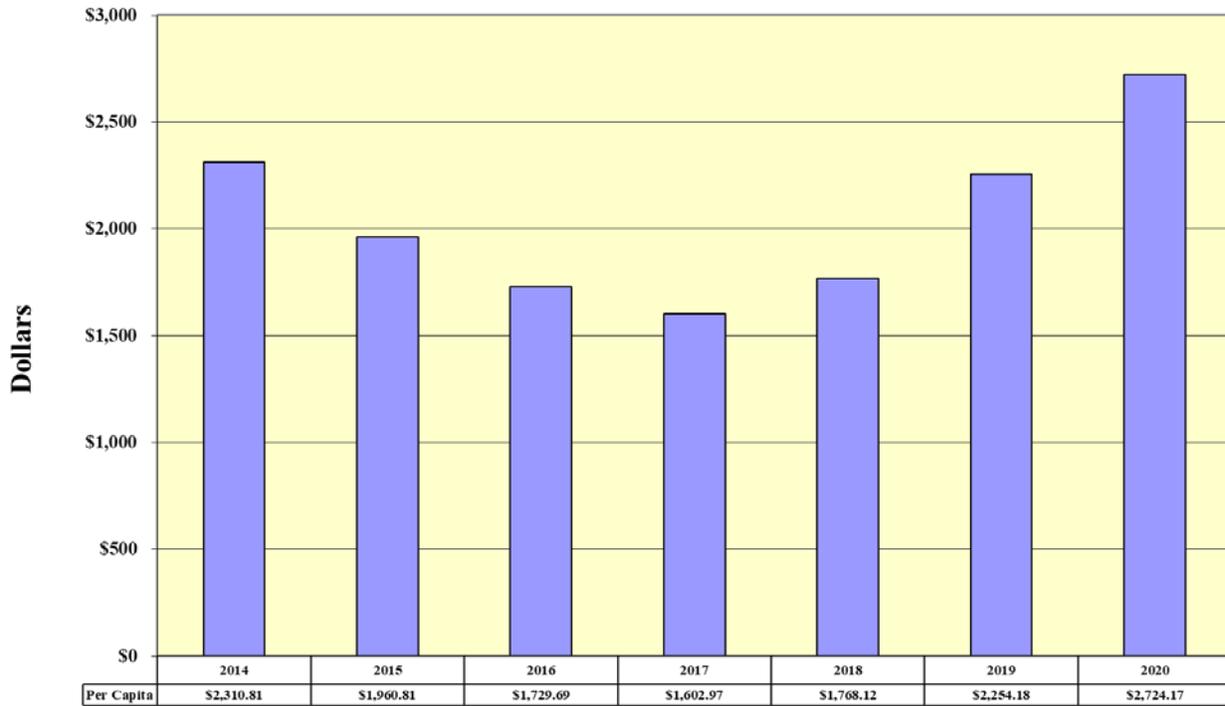
- Very strong economy, with access to a broad and diverse metropolitan statistical area
- Strong management, with good financial policies and practices
- Strong budgetary performance, with operating surpluses in the general fund and at the total governmental fund level
- Very strong budgetary flexibility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

City of Grapevine, Texas  
All Outstanding General Obligation Debt



The Government Finance Officers Association (GFOA) recommends the use of outstanding debt indicators to accurately capture the unfunded obligation to be repaid from general revenues. The City's net direct debt per capita is the amount of governmental debt outstanding for each citizen of Grapevine. This allows for a valid comparison among cities of different sizes. Direct debt includes all long-term obligations directly supported by general revenues and taxes. It does not include interest expenses. Grapevine's net debt per capita is calculated at \$2,254.18 (based on an estimated population of 53,976) and represents an increase of \$486.06 (27.5%) from the previous year's calculation of \$1,768.12. 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:

<u>Year</u>	<u>Net Direct Debt</u>	<u>Population</u>
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
2019	\$121,671,399	53,976
2020	\$150,595,000	55,281

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 2019 ratio of net direct debt as a percentage of assessed value is 1.31%.

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%
2019	\$121,671,399	\$9,285,556,518	1.31%
2020	\$150,595,000	\$9,411,012,077	1.60%

### **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.

<b>Net General Debt Service as Percentage of General Fund Expenditures</b>	<b>FY18 Actual</b>	<b>FY19 Actual</b>	<b>FY20 Estimate</b>	<b>FY21 Approved</b>
General Debt Service	15,635,405	22,081,757	15,798,459	15,619,369
Less: Transfer Funding	(3,097,099)	(8,438,308)	(2,387,064)	(2,399,369)
<b>Net General Debt Service</b>	<b>12,538,306</b>	<b>13,643,449</b>	<b>13,411,395</b>	<b>13,220,000</b>
General Fund Expenditures	68,932,685	64,235,788	71,054,689	64,519,648
<b>Percentage of General Fund Expenditure</b>	<b>18%</b>	<b>21%</b>	<b>19%</b>	<b>20%</b>

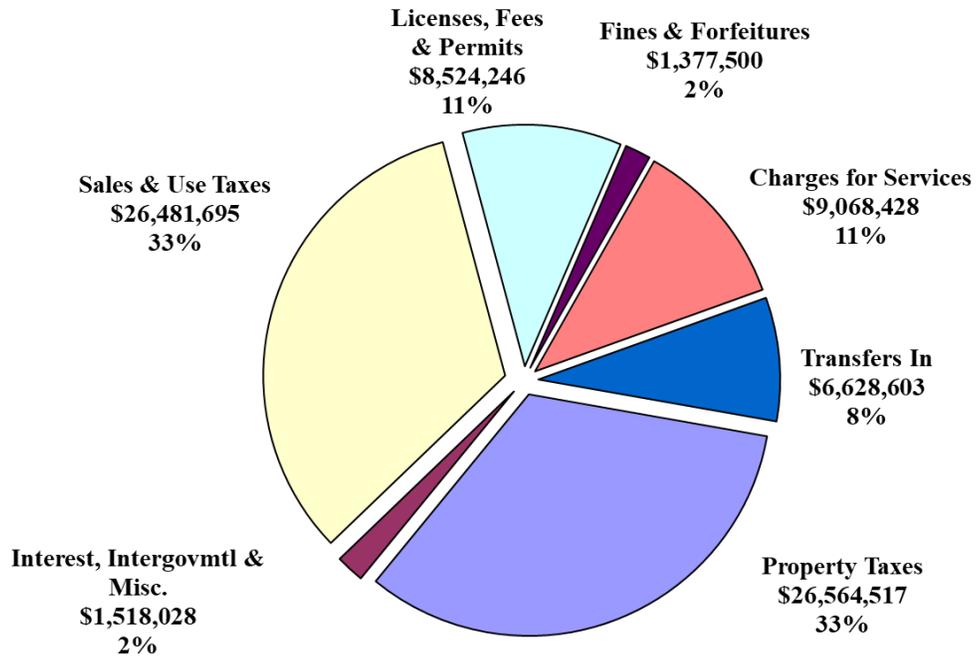
CITY OF GRAPEVINE, TEXAS  
 FY 2020-21 APPROVED OPERATING BUDGET  
 SUMMARY TABLE OF ALL FUNDS

**-- GENERAL GOVERNMENT FUNDS --**

	General Fund	Debt Service Fund	Capital / Street Maintenance Fund	Total All Funds
<b>REVENUES AND OTHER FINANCING SOURCES:</b>				
Property Taxes	13,494,517	13,070,000		26,564,517
Sales & Use Taxes	26,481,695			26,481,695
Licenses, Fees & Permits	8,524,246			8,524,246
Fines and Forfeitures	1,377,500			1,377,500
Charges for Services	9,068,428			9,068,428
Intergovernmental / Inter-Agency	344,094			344,094
Interest Income	125,000	150,000	24,000	299,000
Transfers In	4,229,234	2,399,369		6,628,603
Miscellaneous	874,934			874,934
<b>Total Revenues</b>	<b>64,519,648</b>	<b>15,619,369</b>	<b>24,000</b>	<b>80,163,017</b>
<b>EXPENDITURES AND OTHER FINANCING USES:</b>				
Personnel	34,239,023			34,239,023
Supplies	3,285,739			3,285,739
Maintenance	1,481,235			1,481,235
Services	11,574,422			11,574,422
Insurance	8,460,337			8,460,337
Debt Service		15,619,369		15,619,369
Transfers Out	5,363,892			5,363,892
Permanent Capital / Street Maint.			1,790,000	1,790,000
Capital Outlay	115,000			115,000
<b>Total Expenditures</b>	<b>64,519,648</b>	<b>15,619,369</b>	<b>1,790,000</b>	<b>81,929,017</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>-</b>	<b>-</b>	<b>(1,766,000)</b>	<b>(1,766,000)</b>
<b>BEGINNING FUND BALANCE</b>	<b>3,571,054</b>	<b>7,304,467</b>	<b>484,396</b>	<b>11,359,917</b>
<b>ENDING FUND BALANCE</b>	<b>3,571,054</b>	<b>7,304,467</b>	<b>(1,281,604)</b>	<b>9,593,917</b>

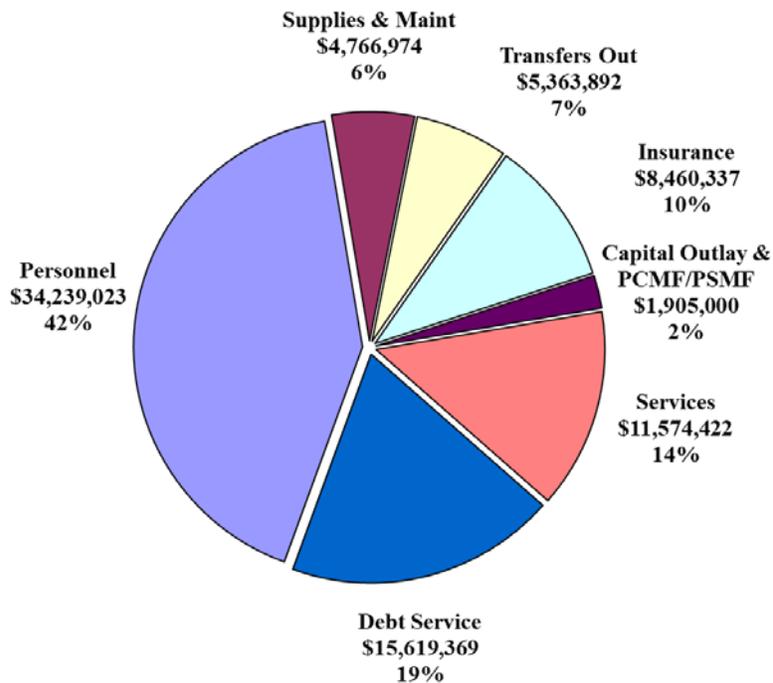
---

## REVENUE FUNDING SOURCES "Where The Money Comes From"




---

## EXPENDITURE FUNDING USES "Where the Money Goes"

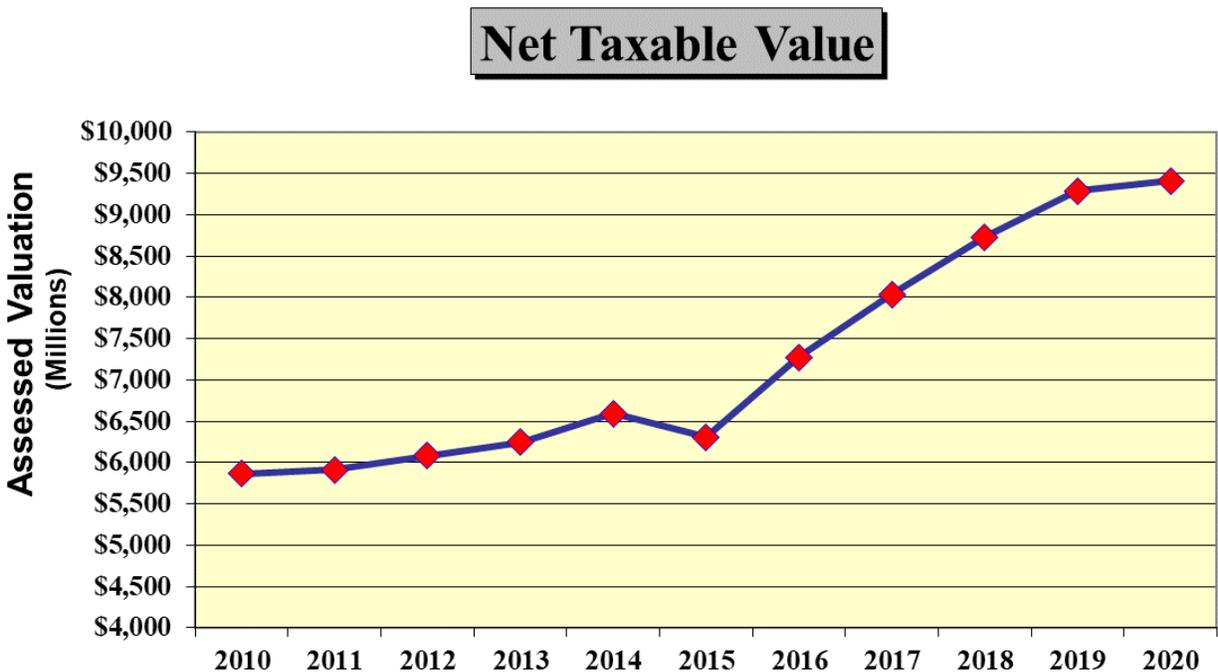


---

## Revenue and Other Financing Sources

General Government revenue is budgeted at \$80 million, a decrease of \$6 million (7%) from the previous year. The decrease in budgeted revenue is primarily due to lower Sales and Use tax collections, which are budgeted to decrease by \$4 million 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.



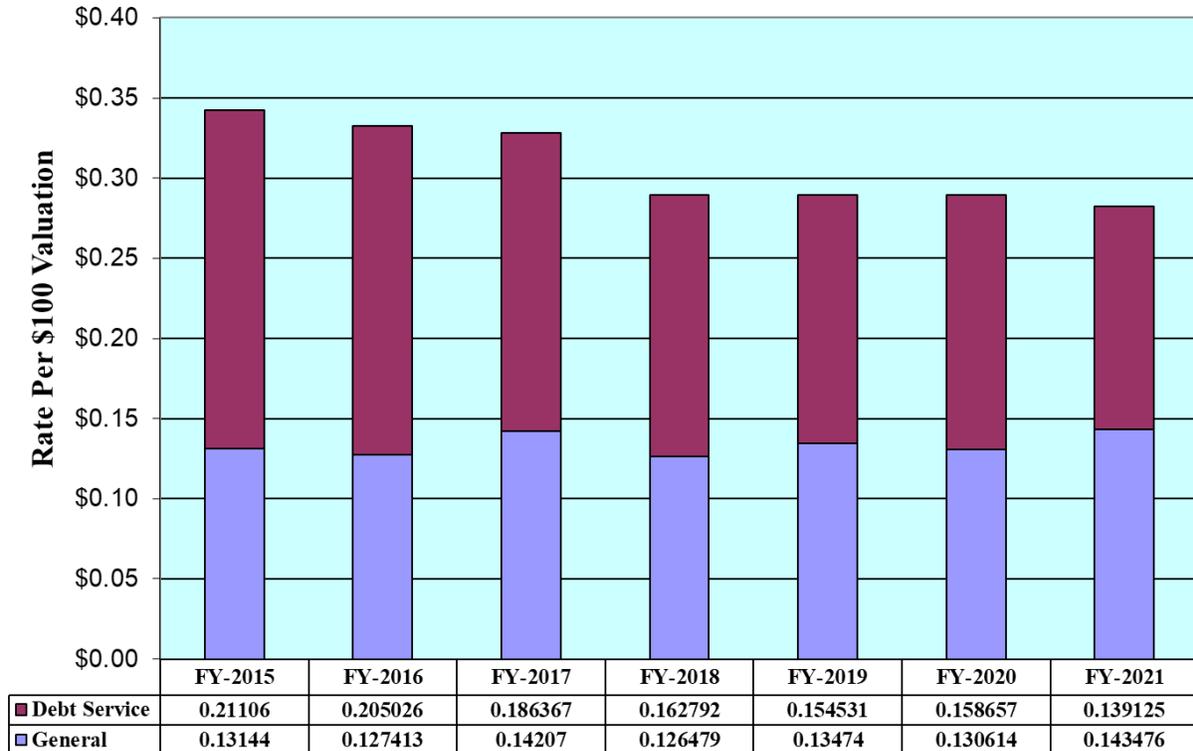
The certified net taxable value (NTV), which includes a projected minimum value for all properties pending disposition before the Appraisal Review Board, totals \$9,411,012,077 and is reflective of all taxable property in the City as of January 1, 2020. This represents an increase of \$125 million, or (1.4%) from the 2019 tax roll.

The City has adopted a tax rate of \$0.282601 per \$100 valuation, which represents a decrease of 2.3% from the previous year. 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 \$0.143476 for the General Fund, meaning 50.8% of tax collections fund maintenance and operations. In comparison, last year's M&O rate of \$0.130614 represented 45.2% of tax collections.

Ad Valorem taxes for I&S are collected through the Debt Service fund. The City has adopted a tax rate of \$0.139125 for the Debt Service fund, meaning 49.2% of tax collections fund principle and interest payments on outstanding debt. In comparison, last year's I&S rate of \$0.158657 represented 54.8% of tax collections.

The total tax levy for FY21 is budgeted at \$26.15million. Ad Valorem taxes represent 33% of General Government revenues.

## Ad Valorem Tax Rates



Ad Valorem tax collections totaled \$23.8 million in FY19, an increase of 5.3% from the previous year. Actual collections in FY19 are estimated to fall short of budget by \$262,000 (-0.1%).

<b>AD VALOREM TAXES</b>	<b><u>FY-2015</u></b>	<b><u>FY-2016</u></b>	<b><u>FY-2017</u></b>	<b><u>FY-2018</u></b>	<b><u>FY-2019</u></b>	<b><u>FY-2020</u></b>
Collections	\$20,399,415	\$20,957,809	\$20,428,353	\$22,641,995	\$24,037,642	\$25,581,495
Gain / (Loss)	\$165,461	\$558,394	(\$529,456)	\$2,213,642	\$1,395,647	\$1,543,853
% Change	0.8%	2.7%	-2.5%	10.8%	6.2%	6.4%

**Sales & Use Taxes** are the largest General Government revenue stream, at 35%. 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.

<b>SALES TAX</b>	<b><u>FY-2015</u></b>	<b><u>FY-2016</u></b>	<b><u>FY-2017</u></b>	<b><u>FY-2018</u></b>	<b><u>FY-2019</u></b>	<b><u>FY-2020</u></b>
Collections	\$27,306,949	\$28,314,649	\$27,153,906	\$28,286,627	\$29,863,646	\$25,758,869
Gain / (Loss)	\$930,252	\$1,007,700	(\$1,160,743)	\$1,132,721	\$1,577,019	(\$4,104,777)
% Change	4%	4%	-4%	4%	6%	-14%

General government sales tax receipts for FY 21 are projected at \$26.4 million, a decrease of \$4.2 million (14%) from the previous year. Annual collections in FY20 fell 14%, but the current economic climate suggests no growth for the upcoming fiscal year.

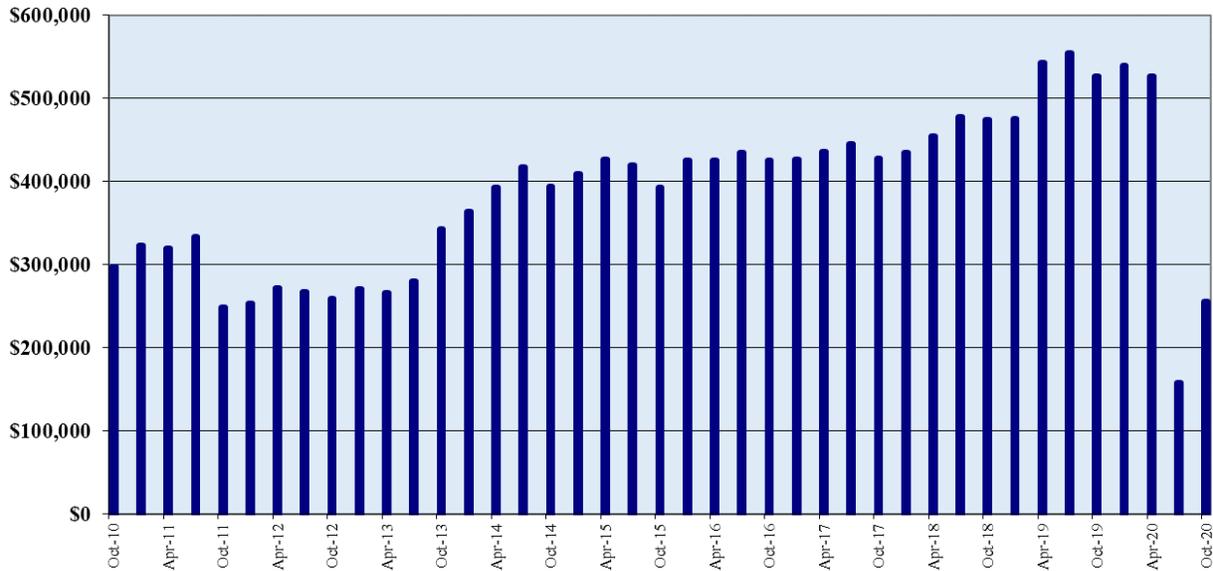
**Sales Tax Strength Index**  
12-Month Average % Above / Below 36-Month Average



The Sales Tax Strength Index, which compares the 12-month and 36-month rolling averages of sales tax collections has proved to be a reliable early indicator of recessions. The chart above examines the index for sales tax collections from September 2014 through September 2020. In the early part of the period, sales tax growth was around 5% until February 2016, when it fell to 2.4%.

The growth stabilized at approximately 3% for the next full year until it experienced another drop in February 2017 to 2.69% and continued to decline until it bottomed out in November 2017 with a negative growth factor of -1.6%. It then began an extended recovery, eventually peaking in June 2019 at 6.29% growth. Unfortunately, the pandemic which became widespread in March 2020 began another prolonged decline which fell to -4.2% in September 2020.

## Mixed Beverage Tax Receipts October 2010 - October 2020



<b>MIXED BEVERAGE TAX</b>	<b><u>FY-2015</u></b>	<b><u>FY-2016</u></b>	<b><u>FY-2017</u></b>	<b><u>FY-2018</u></b>	<b><u>FY-2019</u></b>	<b><u>FY-2020</u></b>
Collections	\$1,647,776	\$1,710,043	\$1,733,258	\$1,792,674	\$2,145,940	\$1,477,422
Gain / (Loss)	\$81,112	\$62,267	\$23,216	\$59,416	\$353,266	-\$668,519
% Change	5.2%	3.8%	1.4%	3.4%	19.7%	-31.2%

**Mixed beverage taxes** are budgeted at \$1.9 million for FY21, which represents a decrease of \$157,000 from the previous year's budget. Actual collections for FY20 were down \$668,519 and represent a decline of (-31.2%) from the previous year. The temporary closure of dining establishments that occurred in March 2020 took a significant toll on mixed beverage receipts. After restaurants were permitted to reopen with limited capacity, many of the establishments on historic Main Street continued to be severely impacted because they were not set up for drive-through ordering or curbside pickup.

**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, no change from the previous year. Actual FY20 collections were \$5,887,742 and represent a 9% decrease from the previous year.

The bill effectively slashes right-of-way fees that telecom providers pay cities to supply cable and phone service. For years, companies paid cities two separate fees to run phone and cable TV lines in right-of-ways — even when delivered over the same line. The bill changes that practice, and allows providers to only pay the higher of the two fees. This action cost the city \$500,000 in lost revenue for FY 2020.

<b>FRANCHISE FEE COLLECTIONS</b>	<b><u>FY-2015</u></b>	<b><u>FY-2016</u></b>	<b><u>FY-2017</u></b>	<b><u>FY-2018</u></b>	<b><u>FY-2019</u></b>	<b><u>FY-2020</u></b>
Electric	3,702,232	3,647,708	3,543,123	3,543,334	3,554,552	3,403,965
Telephone	694,080	715,703	656,114	586,796	489,057	283,779
Natural Gas	690,654	540,056	654,037	951,886	719,834	492,731
Cable Television	945,245	900,671	786,666	694,023	549,183	643,405
Refuse Collection	792,271	857,387	962,542	1,117,112	1,122,845	1,063,862
Collections	\$6,824,481	\$6,661,525	\$6,602,482	\$6,893,151	\$6,435,472	\$5,887,742
Gain / (Loss)	\$39,331	(\$162,956)	(\$59,043)	\$290,669	(\$457,679)	(\$547,730)
% Change	1%	-2%	-1%	4%	-7%	-9%

**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 \$1.6 million, a decline of 16% from the previous year's budget. Total license & permit revenue in FY20 was down \$601,909 (-30%) from FY19.

<b>LICENSES &amp; PERMITS</b>	<b><u>FY-2015</u></b>	<b><u>FY-2016</u></b>	<b><u>FY-2017</u></b>	<b><u>FY-2018</u></b>	<b><u>FY-2019</u></b>	<b><u>FY-2020</u></b>
Collections	\$1,562,406	\$1,769,496	\$1,910,170	\$1,631,113	\$1,987,404	\$1,385,495
Gain / (Loss)	\$192,646	\$207,090	\$140,674	(\$279,057)	\$356,291	(\$601,909)
% Change	14%	13%	8%	-15%	22%	-30%

**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 FY21 are budgeted at \$9 million and represent a decline of 1% from the previous budget year.

Charges for fleet maintenance 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 \$1.9 million. Total charges for services in FY20 were \$5.1 million and represent a 41% decrease from the prior year, as The REC, swimming pools, and athletics and recreation activities were severely impacted due to COVID-19.

<b>CHARGES FOR SERVICES</b>	<b><u>FY-2015</u></b>	<b><u>FY-2016</u></b>	<b><u>FY-2017</u></b>	<b><u>FY-2018</u></b>	<b><u>FY-2019</u></b>	<b><u>FY-2020</u></b>
Collections	\$9,719,328	\$10,376,446	\$11,560,418	\$12,651,118	\$8,607,063	\$5,105,973
Gain / (Loss)	\$1,141,776	\$657,118	\$1,183,972	\$1,090,700	(\$4,044,055)	(\$3,501,090)
% Change	13%	7%	11%	9%	-32%	-41%

*Fines and forfeitures* represent revenue generated from the municipal court and other punitive actions. Revenue in this category is budgeted at \$1.37 million, a decrease of \$400,000 (-20%) from the previous year's budget. Actual collections in FY20 total \$1 million and represent a 33% decrease from the previous year.

<b>FINES AND FORFEITURES</b>	<b><u>FY-2015</u></b>	<b><u>FY-2016</u></b>	<b><u>FY-2017</u></b>	<b><u>FY-2018</u></b>	<b><u>FY-2019</u></b>	<b><u>FY-2020</u></b>
Collections	\$1,910,877	\$1,779,275	\$1,789,779	\$1,582,456	\$1,542,241	\$1,026,561
Gain / (Loss)	(\$297,894)	(\$131,602)	\$10,504	(\$207,323)	(\$40,215)	(\$515,680)
% Change	-13%	-7%	1%	-12%	-3%	-33%

*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. Included for FY21 is \$173,000 which represents the estimated reimbursement from Ambulance Services Supplemental Payment Program. Intergovernmental revenue is budgeted at \$344,094.

*Interest Income* is budgeted at \$125,000 and represents a 50% decrease 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 FY20 totaled \$144,067 and represented a decrease of 50% from FY19.

**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 \$260,000 and remains unchanged from the previous year. Total miscellaneous revenue is budgeted at \$1million for FY21.

**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 \$4.2 million, a decrease of \$300,000 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, a slight increase from the previous year. Total General Government transfers in FY21 equal \$6.6 million and represent 8% of revenues.

<b>OPERATING TRANSFERS IN</b>	<b><u>FY-2015</u></b>	<b><u>FY-2016</u></b>	<b><u>FY-2017</u></b>	<b><u>FY-2018</u></b>	<b><u>FY-2019</u></b>	<b><u>FY-2020</u></b>
Utility Enterprise	1,587,535	1,650,769	1,826,307	1,919,146	1,743,710	1,866,000
Convention & Visitors	3,282,348	2,547,613	2,509,608	2,542,980	2,556,024	2,441,196
Golf	75,709	98,831	108,147	107,254	106,997	111,463
Stormwater Drainage	423,158	106,775	112,127	109,407	112,059	112,000
General (Cap. Maint)	3,279,000	3,279,000	3,279,000	2,645,000	3,020,000	3,279,000
Lake Parks	405,759	72,951	144,381	163,088	107,023	689,893
4B Transit	-	-	-	-	-	-
Economic Development	1,893,234	1,910,433	1,899,842	1,919,192	1,736,070	1,707,394
Collections	\$10,946,744	\$9,666,371	\$9,879,412	\$9,406,067	\$9,381,882	\$10,206,946
Gain / (Loss)	\$2,046,395	(\$1,280,372)	\$213,041	(\$473,345)	(\$24,185)	\$825,065
% Change	23.0%	-11.7%	2.2%	-4.8%	-0.3%	8.8%

## **Expenditures and Other Financing Uses**

The FY21 adopted budget for General Government fund expenditures totals \$81.9 million dollars, a decrease of \$8 million from the prior year. General Government net operating expenditures (excluding transfers) are budgeted at \$76.5 million and represent a decrease of \$3 million from the previous year.

*Personnel costs* represent the single largest expenditure category, accounting for 42% of all General Government expenditures. Budgeted at \$34.2 million, personnel expenditures remain virtually unchanged from the prior year's budget.

<b>PERSONNEL COSTS</b>	<b><u>FY-2015</u></b>	<b><u>FY-2016</u></b>	<b><u>FY-2017</u></b>	<b><u>FY-2018</u></b>	<b><u>FY-2019</u></b>	<b><u>FY-2020</u></b>
Expenditures	\$27,376,972	\$28,618,205	\$29,975,449	\$32,096,812	\$33,462,354	\$34,384,694
Increase / (Decrease)	\$1,001,035	\$1,241,233	\$1,357,244	\$2,121,363	\$1,365,542	\$922,340
% Change	3.80%	4.53%	4.74%	7.08%	4.25%	2.76%

Actual expenditures in FY20 were \$34.3 million and represent an increase of \$922,340 from the previous year. Total authorized positions (full-time) for FY21 are 321.0 and represent no change from the previous year.

<b>AUTHORIZED POSITIONS GENERAL FUND</b>	<b><u>FY-2015</u></b>	<b><u>FY-2016</u></b>	<b><u>FY-2017</u></b>	<b><u>FY-2018</u></b>	<b><u>FY-2019</u></b>	<b><u>FY-2020</u></b>
Full-Time Equivalents (FTEs)	307.00	318.00	323.00	323.00	321.00	321.00
Increase / (Decrease)	24.50	11.00	5.00	0.00	(2.00)	0.00
% Change	8.67%	3.58%	1.57%	0.00%	-0.62%	0.00%

*Supplies and Maintenance* are budgeted at \$4.76 million, a decrease of \$36,000 (0.75%) 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 FY20 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. FY20 expenditures for Supplies totaled \$3 million and represented a -7.7% decrease from the previous year. Maintenance costs are composed of \$1.4 million of general maintenance in the General fund. Supplies and maintenance represent 6% of total General Government expenditures.

<b>SUPPLIES GENERAL FUND</b>	<b><u>FY-2015</u></b>	<b><u>FY-2016</u></b>	<b><u>FY-2017</u></b>	<b><u>FY-2018</u></b>	<b><u>FY-2019</u></b>	<b><u>FY-2020</u></b>
Expenditures	\$3,173,969	\$2,973,943	\$3,565,109	\$3,325,347	\$3,253,197	\$3,002,335
Increase / (Decrease)	\$397,942	(\$200,026)	\$591,166	(\$239,762)	(\$72,150)	(\$250,862)
% Change	14.3%	-6.3%	19.9%	-6.7%	-2.2%	-7.7%

**Services** are budgeted at \$11.5 million and represent a \$700,000 decrease (5.7%) from the FY20 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 \$4.8 million for FY21. Utility costs (electricity/gas/water/telephone) represent the second-largest segment at \$2.9 million, and represent an increase of \$170,000 over the previous year. Actual expenditures in FY20 are estimated to total \$13 million, and represent an increase of 1.1% from FY19. Expenditures for services account for 14% of General Government expenditures.

<b>SERVICES GENERAL FUND</b>	<b><u>FY-2015</u></b>	<b><u>FY-2016</u></b>	<b><u>FY-2017</u></b>	<b><u>FY-2018</u></b>	<b><u>FY-2019</u></b>	<b><u>FY-2020</u></b>
Expenditures	\$10,083,364	\$11,538,851	\$11,642,216	\$11,535,895	\$12,923,700	\$13,059,515
Increase / (Decrease)	\$515,535	\$1,455,487	\$103,365	(\$106,321)	\$1,387,805	\$135,815
% Change	5.4%	14.4%	0.9%	-0.9%	12.0%	1.1%

**Insurance Costs**, which include property, casualty and health insurance, are budgeted at \$8.4 million, and represent a decrease of \$400,00 from the previous year's budget amount. Property and casualty (P&C) expenditures are budgeted at \$1.3 million, no change from the prior year. Actual P&C expenditures in FY20 are estimated at \$1.67 million and represent an increase of \$175,000 from the prior year.

Health insurance costs, which include medical, dental, vision, and life coverage, is budgeted at \$7 million and represent a decrease of \$100,000 from the FY20 budget. Actual costs for FY20 are estimated at \$8.6 million, and represents a projected increase of \$1.9 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.

<b>HEALTH INSURANCE GENERAL FUND</b>	<b><u>FY-2015</u></b>	<b><u>FY-2016</u></b>	<b><u>FY-2017</u></b>	<b><u>FY-2018</u></b>	<b><u>FY-2019</u></b>	<b><u>FY-2020</u></b>
Expenditures	\$9,424,122	\$10,170,245	\$12,503,924	\$10,491,026	\$6,712,059	\$8,608,454
Increase / (Decrease)	\$1,360,959	\$746,123	\$2,333,679	(\$2,012,898)	(\$3,778,967)	\$1,896,395
% Change	16.9%	7.9%	22.9%	-16.1%	-36.0%	28.3%

**Operating Transfers Out** are budgeted at \$5.3 million and consists of a single transfer from the General fund to the Crime Control & Prevention District. Due to the pandemic and subsequent reduction in sales tax revenue, the annual \$3 million transfer to the Quality of Life (QOL) fund and the annual \$3.2 million transfer to the Permanent Capital Maintenance (PCMF) fund were suspended for FY21. Staff are exploring alternative funding sources for PCMF, such as a short-term debt issuance in June 2021.

Actual transfers in FY20 were \$7.5 million, a reduction of \$4.7 million from FY19 as the \$3 million transfer to QOL was suspended and the transfer to Equipment Acquisition fund was reduced from \$3.2 million to \$830,004, which is the acquisition cost of a new fire engine.

<b>OPERATING TRANSFERS OUT</b>	<b><u>FY-2015</u></b>	<b><u>FY-2016</u></b>	<b><u>FY-2017</u></b>	<b><u>FY-2018</u></b>	<b><u>FY-2019</u></b>	<b><u>FY-2020</u></b>
Capital Maintenance	1,646,000	1,646,000	1,646,000	1,322,500	1,510,000	1,779,000
Street Maintenance	1,633,000	1,633,000	1,633,000	1,322,500	1,510,000	1,500,000
CIP / Quality of Life	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	0
Equipment Acquisition	1,202,000	1,906,099	982,000	-	3,200,000	830,004
CCPD Fund	700,000	-	200,000	2,235,000	3,056,630	3,406,824
Economic Development	4,624	-	-	-	-	-
CVB Fund	33,463	-	-	-	-	-
Capital Projects Fund	-	699,436	-	-	-	-
Grant Fund	-	-	-	574,200.00	-	-
<b>Total Transfers Out</b>	<b>\$8,219,087</b>	<b>\$8,884,535</b>	<b>\$7,461,000</b>	<b>\$8,454,200</b>	<b>\$12,276,630</b>	<b>\$7,515,828</b>
<b>Increase / (Decrease)</b>	<b>(\$1,293,927)</b>	<b>\$665,448</b>	<b>(\$1,423,535)</b>	<b>\$993,200</b>	<b>\$3,822,430</b>	<b>(\$4,760,802)</b>
<b>% Change</b>	<b>-14%</b>	<b>8%</b>	<b>-16%</b>	<b>13%</b>	<b>45%</b>	<b>-39%</b>

**Debt Service** is budgeted at \$15.6 million, and represents a decrease of \$86,516 (-0.55%) from the previous year. Actual expenditures in FY20 totaled \$15.7 million and represented a decrease of \$146,425 (-0.9%) from the previous year. Debt service costs represent 19% of General Government expenditures.

<b>DEBT SERVICE</b>	<b><u>FY-2015</u></b>	<b><u>FY-2016</u></b>	<b><u>FY-2017</u></b>	<b><u>FY-2018</u></b>	<b><u>FY-2019</u></b>	<b><u>FY-2020</u></b>
<b>Principal &amp; Interest Payments</b>						
General Obligation	\$10,773,107	\$13,087,895	\$11,674,025	\$10,335,020	\$9,722,770	\$11,257,383
Certificates of Obligation	\$3,367,076	\$3,750,785	\$4,061,585	\$4,524,603	\$3,510,864	\$1,820,188
Tax Notes Payable	\$1,497,656	\$640,822	\$677,275	\$760,718	\$2,618,681	\$2,628,319
<b>Total</b>	<b>\$15,637,839</b>	<b>\$17,479,502</b>	<b>\$16,412,885</b>	<b>\$15,620,341</b>	<b>\$15,852,315</b>	<b>\$15,705,890</b>
<b>Increase / (Decrease)</b>	<b>\$1,949,273</b>	<b>\$1,841,663</b>	<b>(\$1,066,617)</b>	<b>(\$792,544)</b>	<b>\$231,974</b>	<b>(\$146,425)</b>
<b>% Change</b>	<b>14.2%</b>	<b>11.8%</b>	<b>-6.1%</b>	<b>-4.8%</b>	<b>1.5%</b>	<b>-0.9%</b>

FY 2020-21 APPROVED OPERATING BUDGET  
FUND 100 - GENERAL

**- Budget At-A-Glance -**

	2018-19	2019-20	2019-20	2020-21
REVENUE AND OTHER FINANCING SOURCES:	Actual	Budget	Estimate	Approved
Ad Valorem Taxes	11,765,848	13,043,001	12,734,252	13,494,517
Sales & Use Taxes	32,009,586	31,673,580	27,236,291	26,481,695
Franchise Fees	6,435,471	6,906,950	6,149,238	6,906,950
Licenses & Permits	1,987,086	1,924,422	1,381,485	1,617,296
Charges for Services	8,607,062	9,122,928	7,108,771	9,056,428
Intergovernmental	384,454	697,687	327,650	344,094
Fines and Forfeitures	1,541,845	1,728,702	1,026,561	1,377,500
Transfers In	3,907,748	4,536,419	3,196,982	4,229,234
Miscellaneous	2,253,828	1,421,000	1,554,679	1,011,934
<b>Total</b>	<b>68,892,928</b>	<b>71,054,689</b>	<b>60,715,909</b>	<b>64,519,648</b>

	2018-19	2019-20	2019-20	2020-21
EXPENDITURES AND OTHER FINANCING USES:	Actual	Budget	Estimate	Approved
Personnel	33,462,254	34,466,915	34,803,509	34,239,023
Supplies	3,253,197	3,350,597	3,012,467	3,285,739
Maintenance	1,142,291	1,452,632	1,228,508	1,481,235
Services	13,124,610	12,271,761	13,373,652	11,574,422
Insurance	6,712,059	8,891,956	8,666,634	8,460,337
Transfers Out	12,276,630	10,515,828	7,515,828	5,363,892
Capital Outlay	264,387	105,000	730,166	115,000
Debt Service	0	0	0	0
<b>Total</b>	<b>70,235,428</b>	<b>71,054,689</b>	<b>69,330,764</b>	<b>64,519,648</b>

	2018-19	2019-20	2019-20	2020-21	Personnel <sup>(1)</sup>
EXPENDITURES AND PERSONNEL BY PROGRAM:	Actual	Budget	Estimate	Approved	
City Manager	19,160,323	16,306,684	16,796,699	10,107,768	15.50
Mayor & Council	134,161	149,922	137,435	151,619	7.00
City Secretary	422,007	453,547	386,316	417,321	4.00
Human Resources	758,032	812,355	782,554	823,720	5.00
Fiscal Services	9,841,934	12,081,832	11,595,182	11,690,322	23.00
Police	2,340,967	2,282,510	2,426,319	2,416,792	16.00
Fire	13,946,918	14,092,876	13,659,626	14,183,379	106.00
Parks & Recreation	11,506,268	11,965,977	11,384,995	11,899,743	55.50
Library	1,924,314	2,139,312	1,965,983	2,025,009	12.00
Public Works	8,713,950	9,251,688	8,760,870	9,304,190	62.00
Development Services	1,486,554	1,517,986	1,434,735	1,499,785	15.00
<b>Total</b>	<b>70,235,428</b>	<b>71,054,689</b>	<b>69,330,714</b>	<b>64,519,648</b>	<b>321.00</b>

<sup>(1)</sup> In full-time equivalents

**FY 2020-21 APPROVED OPERATING BUDGET  
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE  
GENERAL FUND**

	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
<b>BEGINNING FUND BALANCE:</b>	11,452,240	12,851,591	12,185,859	12,185,859	3,571,054
<b>OPERATING REVENUE:</b>					
Ad Valorem Taxes	11,332,790	11,765,848	13,043,001	12,734,252	13,494,517
Sales Taxes	28,286,627	29,863,646	29,616,580	25,758,869	24,581,761
Mixed Beverage Taxes	1,792,674	2,145,940	2,057,000	1,477,422	1,899,934
Franchise Fees	6,893,151	6,435,472	6,906,950	6,149,238	6,906,950
Licenses & Permits	1,631,113	1,987,404	1,924,422	1,381,485	1,617,296
Charges for Services	12,535,663	8,607,063	9,134,928	7,108,771	9,068,428
Intergovernmental	321,081	384,454	697,687	327,650	344,094
Fines and Forfeitures	1,584,241	1,542,241	1,728,702	1,026,561	1,377,500
Miscellaneous	3,486,795	2,253,113	1,409,000	1,554,679	999,934
<b>Total Operating Revenue</b>	<b>67,864,135</b>	<b>64,985,182</b>	<b>66,518,270</b>	<b>57,518,927</b>	<b>60,290,414</b>
<b>TRANSFERS IN:</b>					
Admin. Fee - Utility Fund	1,919,146	1,743,710	1,865,000	1,713,598	1,817,850
Admin. Fee - CVB Fund	1,347,770	1,498,333	1,455,526	855,718	1,213,537
Admin. Fee - Golf Fund	107,254	106,997	108,000	111,463	108,000
Administrative Fee - SDUS Fund	109,407	112,059	112,000	108,464	108,750
Administrative Fee - Lake Parks Fund	163,088	107,023	689,893	110,113	689,893
Administrative Fee - 4B Fund	326,478	339,626	306,000	297,626	291,204
Transfers In-Housing Authority	109,035	-	-	-	-
<b>Total Transfers In</b>	<b>4,082,178</b>	<b>3,907,797</b>	<b>4,536,419</b>	<b>3,196,982</b>	<b>4,229,234</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>71,946,314</b>	<b>68,892,979</b>	<b>71,054,689</b>	<b>60,715,909</b>	<b>64,519,648</b>
<b>OPERATING EXPENDITURES:</b>					
Personnel	32,014,323	33,462,248	34,466,915	34,803,509	34,239,023
Supplies	3,325,681	3,253,195	3,350,597	3,012,467	3,285,739
Maintenance	1,082,247	1,142,288	1,452,632	1,228,508	1,481,235
Services	11,673,960	13,124,614	12,271,761	13,373,652	11,574,422
Debt Service	138,071	122,768	-	-	-
Capital Outlay	109,711	264,387	105,000	730,116	115,000
Insurance	12,125,820	6,712,060	8,891,956	8,666,634	8,460,337
<b>Total Operating Expenditures</b>	<b>60,469,813</b>	<b>58,081,560</b>	<b>60,538,861</b>	<b>61,814,886</b>	<b>59,155,756</b>
<b>TRANSFERS OUT:</b>					
To Permanent Capital Maintenance	2,645,000	3,020,000	3,279,000	3,279,000	-
To Capital Equipment Acquisition Fund	-	3,200,000	830,004	830,004	-
To Community Quality of Life Fund	3,000,000	3,000,000	3,000,000	-	-
To Crime Control & Prevention District Fund	2,235,000	3,056,630	3,406,824	3,406,824	5,363,892
To Grants Fund	574,200	-	-	-	-
<b>Total Transfers Out</b>	<b>8,454,200</b>	<b>12,276,630</b>	<b>10,515,828</b>	<b>7,515,828</b>	<b>5,363,892</b>
<b>TOTAL EXPENDITURES AND TRANSFERS</b>	<b>68,924,013</b>	<b>70,358,190</b>	<b>71,054,689</b>	<b>69,330,714</b>	<b>64,519,648</b>
<b>SURPLUS (DEFICIT)</b>	<b>3,022,301</b>	<b>(1,465,211)</b>	<b>-</b>	<b>(8,614,805)</b>	<b>-</b>
<b>ENDING FUND BALANCE:</b>	<b>12,851,591</b>	<b>12,185,859</b>	<b>12,185,859</b>	<b>3,571,054</b>	<b>3,571,054</b>
<b>FUND BALANCE REQUIREMENT:</b>	<b>10,501,860</b>	<b>10,770,099</b>	<b>11,372,574</b>	<b>11,592,781</b>	<b>11,831,151</b>

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

The FY 2020-21 projected Ending Fund Balance represents 23% of total budgeted expenditures (72 days of operation).

**GENERAL FUND (100)**

**REVENUE DETAIL**

		2017-18	2018-19	2019-20	2019-20	2020-21	Change	Change
		Actual	Actual	Budget	Estimate	Approved	from FY19	from FY20
<b>Account / Description</b>							<b>Actual</b>	<b>Budget</b>
31100	General Property Taxes-Current	11,190,248	11,710,925	12,900,460	12,631,557	13,351,976	14%	3%
31101	General Property Taxes-Late	90,737	3,161	90,736	49,327	90,736	2770%	0%
31103	General Property Taxes-P & I	51,805	51,762	51,805	53,368	51,805	0%	0%
<b>AD VALOREM TAXES</b>		<b>11,332,790</b>	<b>11,765,848</b>	<b>13,043,001</b>	<b>12,734,252</b>	<b>13,494,517</b>	<b>15%</b>	<b>3%</b>
31204	Sales Taxes	28,286,627	29,863,646	29,616,580	25,758,869	24,581,761	-18%	-17%
31306	Mixed Beverage Taxes	1,792,674	2,145,940	2,057,000	1,477,422	1,899,934	-11%	-8%
<b>SALES &amp; USE TAXES</b>		<b>30,079,302</b>	<b>32,009,586</b>	<b>31,673,580</b>	<b>27,236,291</b>	<b>26,481,695</b>	<b>-17%</b>	<b>-16%</b>
31410	Franchise Fees-Electric	3,543,334	3,554,552	3,700,000	3,403,965	3,700,000	4%	0%
31411	Franchise Fees-Phone/Acces	586,796	489,057	220,000	324,662	220,000	-55%	0%
31412	Franchise Fees-Gas	951,886	719,834	950,000	571,092	950,000	32%	0%
31413	Franchise Fees-Cable Tv	694,023	549,183	880,000	718,660	880,000	60%	0%
31414	Franchise Fees-Refuse Collect.	1,117,112	1,122,845	1,156,950	1,130,859	1,156,950	3%	0%
<b>FRANCHISE FEES</b>		<b>6,893,151</b>	<b>6,435,472</b>	<b>6,906,950</b>	<b>6,149,238</b>	<b>6,906,950</b>	<b>7%</b>	<b>0%</b>
32115	Building Permits	1,061,568	1,355,166	1,305,881	869,074	1,100,000	-19%	-16%
32310	Plumbing Permits	95,533	124,915	121,200	70,332	90,000	-28%	-26%
32312	Mechanical Permits	115,412	121,439	109,080	96,307	85,000	-30%	-22%
32525	Electric Permits	85,709	100,930	103,020	57,843	80,000	-21%	-22%
32900	Trailer Park Licenses	696	696	696	694	696	0%	0%
32913	Coin-Operated Machine Permits	100	50	100	-	100	100%	0%
32914	Alcoholic Beverage Permits	68,739	66,500	70,000	63,343	65,000	-2%	-7%
32920	Solicitor Permits	6,802	10,125	7,000	9,140	4,000	-60%	-43%
32926	Contractors Registration	88,050	93,125	82,945	91,725	80,000	-14%	-4%
32938	Drainage Inspection Fee	21,755	20,585	32,500	34,464	32,500	58%	0%
34331	Alarm Service Permit	86,750	91,055	92,000	88,125	80,000	-12%	-13%
<b>LICENSES &amp; PERMITS</b>		<b>1,631,113</b>	<b>1,987,404</b>	<b>1,924,422</b>	<b>1,381,485</b>	<b>1,617,296</b>	<b>-19%</b>	<b>-16%</b>
32940	Variance Request	700	900	2,000	500	1,000	11%	-50%
32943	Certificate Of Occupancy	14,412	11,673	15,900	10,215	10,000	-14%	-37%
32945	Zoning Request	24,250	26,825	23,000	22,100	22,000	-18%	-4%
32946	Site Plans Fees	2,025	1,025	8,000	1,138	2,000	95%	-75%
34080	Platting & Publishing Fees	15,582	15,436	15,500	7,950	12,500	-19%	-19%
34110	Swimming Pool Fees	411,333	398,309	410,000	182,803	410,000	3%	0%
34140	Concessions - The Rec	92,425	96,551	70,000	43,947	70,000	-27%	0%
34145	Concessions- Oak Grove Basebal	22,439	310,394	350,000	247,769	350,000	13%	0%
34146	Concessions-Oak Grove Softball	-	-	175,000	60,264	175,000		0%
34148	Concessions- Meadowmere Soccer	-	4,404	15,000	7,965	15,000	241%	0%
34155	Ambulance Revenues	1,346,403	1,761,945	1,800,000	1,486,597	1,800,000	2%	0%
34250	Engineering Inspection Fee	99,636	197,000	120,000	135,339	70,000	-64%	-42%
34300	Vital Statistics	80,062	81,806	90,000	59,056	90,000	10%	0%
34310	Athletic Fee	921,698	566,349	660,000	141,792	660,000	17%	0%
34311	Recreation Fees	765,818	742,887	850,000	318,073	850,000	14%	0%
34312	Pard Event & Program Fees	42,948	80,696	75,000	88,606	75,000	-7%	0%
34313	Field Use Charge	8,340	6,350	7,000	-	7,000	10%	0%
34316	Facility Use Charges	62,814	53,958	93,000	43,081	93,000	72%	0%
34317	Fleet Charges	883,735	886,200	712,429	712,429	712,429	-20%	0%
34318	Insurance Charges	4,871,709	894,636	698,672	698,672	698,672	-22%	0%
34319	I.T. Charges	610,197	674,400	555,127	555,127	555,127	-18%	0%
34320	Employee Ins. Contributions	567,629	717,780	615,000	748,671	615,000	-14%	0%
34322	Retiree Ins. Contributions	297,946	310,125	305,000	331,029	305,000	-2%	0%
34325	Rec/Admin Fees	1,373,153	736,492	1,422,000	975,575	1,422,000	93%	0%
34590	Ub- Fire Suppression Revenue	-	15,967	-	172,387	-	-100%	
39933	Mowing Charges	5,831	6,175	10,000	32,933	12,000	94%	20%
39936	Police/Fire Ins. Report Copies	4,562	4,177	5,600	1,569	4,000	-4%	-29%
39937	Tree Sharing	10,015	4,602	7,700	9,013	7,700	67%	0%
34396	Library Non Resident Fees	-	-	12,000	8,725	12,000		0%
36504	Library Copier Replacement	-	-	12,000	5,446	12,000		0%
<b>CHARGES FOR SERVICES</b>		<b>12,535,663</b>	<b>8,607,063</b>	<b>9,134,928</b>	<b>7,108,771</b>	<b>9,068,428</b>	<b>5%</b>	<b>-1%</b>

**GENERAL FUND (100)**

**REVENUE DETAIL**

		2017-18	2018-19	2019-20	2019-20	2020-21	Change	Change
		Actual	Actual	Budget	Estimate	Approved	from FY19	from FY20
<b>Account / Description</b>							<b>Actual</b>	<b>Budget</b>
33244	Instructor Reimbursement	57,022	60,251	60,251	62,358	60,251	0%	0%
33245	School Resource Officer	91,432	96,003	157,436	74,090	105,843	10%	-33%
33251	Firefighter Services	7,630	4,185	5,000	2,070	5,000	19%	0%
39210	Intergover-Rev- Medicaid	164,998	224,015	475,000	189,132	173,000	-23%	-64%
<b>INTERGOVERNMENTAL</b>		<b>321,081</b>	<b>384,454</b>	<b>697,687</b>	<b>327,650</b>	<b>344,094</b>	<b>-10%</b>	<b>-51%</b>
32905	Animal Services Fees	17,870	32,227	26,990	13,413	15,000	-53%	-44%
32908	Vet Bill Reimbursement				438			
35012	State Court Fines Collected	60,668	61,083	65,000	42,783	65,000	6%	0%
35100	D/Fw Parking Fine	4,986	13,172	9,000	11,990	9,000	-32%	0%
35102	D/Fw All Other Fine	106,187	100,654	105,000	86,501	80,000	-21%	-24%
35104	D/Fw Ordinance Fine	1,467	1,898	2,000	2,347	2,000	5%	0%
35120	D/Fw Notice To Appear	8,282	8,008	7,800	5,704	7,000	-13%	-10%
35122	D/Fw Uniform Traffic Fee	3,186	2,768	2,800	1,470	2,500	-10%	-11%
35124	D/Fw Child Safety Fee	100	-	100	-	-		-100%
35205	City Parking Fine	10,701	6,548	8,500	5,581	5,000	-24%	-41%
35207	City Fines All Other	360,159	332,445	400,000	283,969	330,000	-1%	-18%
35209	City Ordinance Fine	9,418	7,252	6,000	6,024	6,000	-17%	0%
35211	Judicial Efficiency	1,912	1,889	2,000	3,374	2,000	6%	0%
35212	Court Investigating Fee	6,369	6,448	7,000	2,104	2,000	-69%	-71%
35213	Motor Carrier Weight Violation	3,494	1,000	2,500	500	1,000	0%	-60%
35219	City Notice To Appear Fee	45,666	46,201	50,000	26,724	40,000	-13%	-20%
35221	City Uniform Traffic Fee	20,343	20,696	22,000	11,085	15,000	-28%	-32%
35223	City Child Safety Fee	-	-	400	-	400		0%
35308	Reimbursement-Adult Probation	7,569	4,187	7,600	2,262	7,600	82%	0%
35309	Sale Of Material - Gun Range	1,785	715	-	673	-	-100%	
35316	Dismissal Fees	10,780	8,210	12,000	3,810	8,000	-3%	-33%
35317	Court Administration Fee	756,651	747,404	800,000	414,654	650,000	-13%	-19%
35318	Driving Safety Course Fee	10,690	12,738	13,000	7,350	11,000	-14%	-15%
35319	Jury Conviction Fee	-	-	12	268	300		2400%
35320	Dfw - Driver Safety Fee	1,320	1,250	1,200	480	-	-100%	-100%
35321	Dfw - Compliance Dismissal Fee	800	610	600	393	-	-100%	-100%
35325	School Crossing Guard	5,160	-	9,500	-	-		-100%
35329	Teen Court Fee	1,040	1,270	1,200	1,300	1,200	-6%	0%
35501	D/Fw Warrants	5,693	8,089	9,000	6,237	6,500	-20%	-28%
35506	City Warrants	56,561	56,911	75,000	32,602	50,000	-12%	-33%
35715	Library Fines	9,734	1,343	13,000	-	13,000	868%	0%
35716	False Alarm Fines	55,650	57,225	69,500	52,525	48,000	-16%	-31%
<b>FINES &amp; FORFEITURES</b>		<b>1,584,241</b>	<b>1,542,241</b>	<b>1,728,702</b>	<b>1,026,561</b>	<b>1,377,500</b>	<b>-11%</b>	<b>-20%</b>
53115	Transfers In - CVB	1,347,770	1,498,333	1,455,526	855,718	1,213,537	-19%	-17%
53116	Transfers In - SDUS	109,407	112,059	112,000	108,464	108,750	-3%	-3%
53118	Transfers In - Housing Authority	109,035	-	-	-	-		
53119	Transfers In - Lake Parks	163,088	107,023	689,893	110,113	689,893	545%	0%
53124	Transfers In - Economic Devl	326,478	339,626	306,000	297,626	291,204	-14%	-5%
53200	Transfers In - Utility Enterprise	1,919,146	1,743,710	1,865,000	1,713,598	1,817,850	4%	-3%
53210	Transfers In - Golf	107,254	106,997	108,000	111,463	108,000	1%	0%
<b>TRANSFERS IN</b>		<b>4,082,178</b>	<b>3,907,797</b>	<b>4,536,419</b>	<b>3,196,982</b>	<b>4,229,234</b>	<b>8%</b>	<b>-7%</b>

**GENERAL FUND (100)****REVENUE DETAIL**

Account / Description	2017-18	2018-19	2019-20	2019-20	2020-21	Change	Change
	Actual	Actual	Budget	Estimate	Approved	from FY19	from FY20
34326 Admin Fee/Off Duty Security	32,980	27,980	33,000	28,591	30,000	7%	-9%
39211 Fringe Benefit Cost Recovery	-	-	-	8,585			
39230 Interest On Investments	193,574	251,345	250,000	144,067	125,000	-50%	-50%
39230 Interest On Investments	20,623	21,077	-	7,223	-	-100%	
39250 Chg. In Investment Value	(1,545)	10,551	-	-	-	-100%	
39260 Sale Of Salvage	33,396	4,261	8,300	6,076	8,300	95%	0%
39710 Insurance Recoveries	59,535	379,223	130,000	42,374	130,000	-66%	0%
39801 Insurance Reimbursements-Risk	467,007	361,571	275,000	1,242,879	275,000	-24%	0%
39930 Copy Machine Charges	142	74	500	315	500	578%	0%
39931 Oil And Gas Lease	4,551	4,218	14,800	2,293	14,800	251%	0%
39932 Tower/Ground Comm. Lease	259,531	249,895	260,000	305,105	260,000	4%	0%
39939 Building Leases	-	66,188	-	76,500	54,000	-18%	
39950 Sales Of Fixed Assets	277,361	151,956	17,400	126,589	17,400	-89%	0%
39951 Resale Of Labor/Materials	8,834	11,115	10,000	5,837	10,000	-10%	0%
39995 (Over)/Short	(319)	(127)	-	56	-	-100%	
26002 Prior Period Adjustments	1,880,068	589,801	-	(589,801)	-	-100%	
39997 Unassigned Revenue Collections				824			
39999 Miscellaneous Revenues	251,057	123,985	410,000	147,166	74,934	-40%	-82%
<b>MISCELLANEOUS</b>	<b>3,486,795</b>	<b>2,253,113</b>	<b>1,409,000</b>	<b>1,554,679</b>	<b>999,934</b>	<b>-56%</b>	<b>-29%</b>
<b>TOTAL REVENUES AND TRANSFERS</b>	<b>71,946,314</b>	<b>68,892,979</b>	<b>71,054,689</b>	<b>60,715,909</b>	<b>64,519,648</b>	<b>-6%</b>	<b>-9%</b>

**FY 2020-21 APPROVED OPERATING BUDGET  
GENERAL FUND DEPARTMENTAL SUMMARY  
101 - CITY MANAGER**

<b><u>EXPENDITURES BY DIVISION</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Administration	853,422	843,564	866,863	837,219	875,307
Information Technology	1,841,539	1,996,916	2,398,279	2,090,450	2,438,855
Non-Departmental	11,614,459	16,319,842	13,041,542	14,569,030	6,793,606
<b>Total</b>	<b>14,309,420</b>	<b>19,160,322</b>	<b>16,306,684</b>	<b>17,496,699</b>	<b>10,107,768</b>

**PERSONNEL - FULL TIME EQUIVALENTS (FTE)**

<b><u>CITY MANAGER'S OFFICE</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
City Manager	1.0	1.0	1.0	1.0	1.0
Assistant City Manager	1.0	1.0	1.0	1.0	1.0
Executive Assistant	1.0	1.0	1.0	1.0	1.0
Administrative Secretary	0.5	0.5	0.5	0.5	0.5
Marketing Manager	1.0	1.0	1.0	1.0	1.0
Chief Technology Officer	1.0	1.0	1.0	1.0	1.0
Project Management Officer	1.0	1.0	1.0	1.0	1.0
IT Project Manager	1.0	1.0	1.0	1.0	1.0
GIS Manager	1.0	1.0	1.0	1.0	1.0
IT Customer Service Coordinator	1.0	1.0	1.0	1.0	1.0
IT Secretary	-	-	-	1.0	1.0
LAN/WAN Administrator	1.0	1.0	1.0	1.0	1.0
Senior LAN/WAN Administrator	1.0	1.0	1.0	1.0	1.0
IT Technician	1.0	1.0	1.0	1.0	1.0
IT Technical Support Specialist	1.0	1.0	1.0	1.0	1.0
IT Security Analyst	-	-	1.0	1.0	1.0
GIS Technical Analyst	1.0	1.0	1.0	1.0	1.0
<b>TOTAL FULL-TIME POSITIONS</b>	<b>14.5</b>	<b>14.5</b>	<b>15.5</b>	<b>16.5</b>	<b>16.5</b>

**FY 2020-21 APPROVED OPERATING BUDGET  
GENERAL FUND - CITY MANAGER  
ADMINISTRATION DIVISION SUMMARY  
100-101-001**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Personnel	757,135	786,671	808,189	792,553	811,655
Supplies	14,118	11,418	17,200	15,391	17,200
Services	82,169	45,475	41,474	29,275	46,452
<b>Total</b>	<b>853,422</b>	<b>843,564</b>	<b>866,863</b>	<b>837,219</b>	<b>875,307</b>

**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 the 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 city wide signage program.

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
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	48,418	51,234	55,680	55,700	56,000

**FY 2020-21 APPROVED OPERATING BUDGET  
GENERAL FUND - CITY MANAGER  
INFORMATION TECHNOLOGY DIVISION SUMMARY  
100-101-002**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Personnel	1,132,170	1,169,838	1,302,793	1,161,263	1,355,648
Supplies	65,841	48,488	42,650	30,214	37,100
Maintenance	93,122	77,407	365,627	167,776	394,127
Services	550,406	657,034	687,209	633,642	651,980
Capital Outlay	-	44,149	-	97,555	-
<b>Total</b>	<b>1,841,539</b>	<b>1,996,916</b>	<b>2,398,279</b>	<b>2,090,450</b>	<b>2,438,855</b>

**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.

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Number of work orders completed	5,433	4,653	3,600	3,600	3,600
Number of hours spent working on GTG projects and internal PMO projects	10,000	1,694	1,200	1,700	1,850
Number of computers receiving a software patch or service pack	1,500	2,292	2,300	2,500	2,500
Number of GIS map requests completed	529	371	200	250	300
Number of desktop computers replaced or upgraded	200	20	50	50	100
Number of server operating system upgrades, physical units replaced, physical units added, and logical servers	375	50	100	50	50
Number of LAN and Wireless units added, replaced, and number of new locations designed and implemented	35	25	20	20	20
Number of projects completed	35	10	10	6	10

**FY 2020-21 APPROVED OPERATING BUDGET  
GENERAL FUND - CITY MANAGER  
NON-DEPARTMENTAL DIVISION SUMMARY  
100-120-001, 100-999-000**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Personnel	-	14,726	-	-	-
Supplies	70,771	109,594	67,104	39,391	67,104
Maintenance	-	-	8,000	359	8,000
Services	2,951,417	3,796,124	2,450,610	3,479,557	1,354,610
Finance Charges	138,071	122,768	-	63,971	-
Transfers	8,454,200	12,276,630	10,515,828	10,515,828	5,363,892
Capital Outlay	-	-	-	469,924	-
<b>Total</b>	<b>11,614,459</b>	<b>16,319,842</b>	<b>13,041,542</b>	<b>14,569,030</b>	<b>6,793,606</b>

**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 city wide functions.

**FY 2020-21 APPROVED OPERATING BUDGET  
GENERAL FUND DEPARTMENTAL SUMMARY  
102 - MAYOR AND COUNCIL**

<b><u>EXPENDITURES BY DIVISION</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Administration	142,662	134,161	149,922	137,435	151,619
<b>Total</b>	<b>142,662</b>	<b>134,161</b>	<b>149,922</b>	<b>137,435</b>	<b>151,619</b>

**PERSONNEL - FULL TIME EQUIVALENTS (FTE)**

<b>CITY SECRETARY</b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Mayor	1.0	1.0	1.0	1.0	1.0
Councilmember	6.0	6.0	6.0	6.0	6.0
<b>TOTAL FULL-TIME POSITIONS</b>	<b>7.0</b>	<b>7.0</b>	<b>7.0</b>	<b>7.0</b>	<b>7.0</b>

**FY 2020-21 APPROVED OPERATING BUDGET  
GENERAL FUND - MAYOR & COUNCIL  
DEPARTMENT SUMMARY  
100-102-001**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Personnel	93,684	90,114	98,972	104,575	98,972
Supplies	31,212	28,143	16,150	8,396	16,150
Services	17,766	15,904	34,800	24,464	36,497
<b>Total</b>	<b>142,662</b>	<b>134,161</b>	<b>149,922</b>	<b>137,435</b>	<b>151,619</b>

**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.

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Number of public hearings	47	41	52	47	45
Number of agenda items	569	573	558	510	540
Number of Council meetings	30	29	26	26	28

**FY 2020-21 APPROVED OPERATING BUDGET  
GENERAL FUND DEPARTMENTAL SUMMARY  
103 - CITY SECRETARY**

<b><u>EXPENDITURES BY DIVISION</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Administration	421,887	422,008	453,547	386,316	417,321
<b>Total</b>	<b>421,887</b>	<b>422,008</b>	<b>453,547</b>	<b>386,316</b>	<b>417,321</b>

**PERSONNEL - FULL TIME EQUIVALENTS (FTE)**

<b><u>CITY SECRETARY</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
City Secretary	1.0	1.0	1.0	1.0	1.0
Assistant City Secretary/Records Manager	1.0	1.0	1.0	1.0	1.0
Vital Records Specialist	1.0	1.0	1.0	1.0	1.0
Secretary	1.0	1.0	1.0	-	-
<b>TOTAL FULL-TIME POSITIONS</b>	<b>4.0</b>	<b>4.0</b>	<b>4.0</b>	<b>3.0</b>	<b>3.0</b>

**FY 2020-21 APPROVED OPERATING BUDGET  
GENERAL FUND - CITY SECRETARY  
ADMINISTRATION DIVISION SUMMARY  
100-103-001**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Personnel	314,244	332,950	347,092	302,245	314,541
Supplies	13,494	14,035	13,700	10,923	12,500
Services	94,149	75,023	92,755	73,148	90,280
<b>Total</b>	<b>421,887</b>	<b>422,008</b>	<b>453,547</b>	<b>386,316</b>	<b>417,321</b>

**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

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Customer Inquiries annually	12,616	12,347	12,251	11,700	12,000
Agendas and minutes completed	77	72	75	66	70
Public Information Act (PIA) requests processed	469	433	434	430	440
PIA requests average process time (<5 days):	86%	92%	86%	89%	89%
Birth records registered	2,430	2,206	2,267	2,300	2,100
Birth records long form - Walk in	2,714	3,100	2,681	3,650	3,200
Birth records long form - Mail	1,508	805	1,472	500	750
Birth records short form-Walk-in	494	466	461	310	400
Death records registered	561	661	572	670	650
Death records issued	193	456	219	946	500
Laserfiche workflows created	6	34	10	15	15
Laserfiche workflow processes monitored	72,760	106,522	100,000	100,000	120,000
Laserfiche technical support	256	231	500	324	300
Alcoholic Beverage Permits	195	196	210	196	200
Solicitor Permits	75	62	71	74	70

**FY 2020-21 APPROVED OPERATING BUDGET  
GENERAL FUND DEPARTMENTAL SUMMARY  
104 - HUMAN RESOURCES**

<b><u>EXPENDITURES BY DIVISION</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Administration	771,860	758,030	812,355	782,554	823,720
<b>Total</b>	<b>771,860</b>	<b>758,030</b>	<b>812,355</b>	<b>782,554</b>	<b>823,720</b>

**PERS ONNEL - FULL TIME EQUIVALENTS (FTE)**

<b><u>HUMAN RESOURCES</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Human Resources Director	1.0	1.0	1.0	1.0	1.0
Human Resources Assistant Director	-	-	-	-	1.0
Human Resources Analyst II	1.0	1.0	1.0	1.0	-
Human Resources Analyst I	1.0	1.0	1.0	1.0	1.0
Human Resources Coordinator	1.0	1.0	1.0	1.0	1.0
Human Resources Specialist	1.0	1.0	1.0	1.0	1.0
<b>TOTAL FULL-TIME POSITIONS</b>	<b>5.0</b>	<b>5.0</b>	<b>5.0</b>	<b>5.0</b>	<b>5.0</b>

**FY 2020-21 APPROVED OPERATING BUDGET  
GENERAL FUND - HUMAN RESOURCES  
ADMINISTRATION DIVISION SUMMARY  
100-104-001**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Personnel	594,474	571,433	618,147	602,146	630,410
Supplies	20,658	14,772	22,400	9,459	22,400
Services	156,728	171,825	171,808	170,949	170,910
<b>Total</b>	<b>771,860</b>	<b>758,030</b>	<b>812,355</b>	<b>782,554</b>	<b>823,720</b>

**OBJECTIVES**

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

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Training contacts made with employees/supervisors	387/131	321/23	260/90	260/150	260/90
Applications received annually	15,943	14,198	18,000	15,000	18,000
# of full/part-time new hires processed	63/233	53/245	70/200	50/200	70/300
# of promotions/transfers	28/21	38/23	30/10	30/20	30/20
# of full/part-time resignations/terms processed	66/189	40/201	50/150	50/200	60/160
Orientations held within 3 weeks of hire	NA	82.50%	80%	80%	90%
Payroll/benefit transactions performed	2,459	1,227	2,500	1,500	2,000
Employee turnover (full-time only)	11.58%	7.50%	12.00%	10.00%	12.00%
Full-time employees per 100 citizens	1.170	1.140	1.160	1.140	1.160
Personnel employees per 100 employees	0.920	0.840	0.920	0.840	0.900

**FY 2020-21 APPROVED OPERATING BUDGET  
GENERAL FUND DEPARTMENTAL SUMMARY  
105 - FISCAL SERVICES**

<b><u>EXPENDITURES BY DIVISION</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Administration	648,103	653,409	662,484	588,664	585,480
Accounting	1,066,911	1,123,769	1,155,452	1,246,681	1,222,611
Purchasing	299,395	239,021	189,448	207,897	230,256
Municipal Court	739,613	724,723	730,075	675,820	715,254
Risk Management	12,496,577	7,101,015	9,344,373	8,966,818	8,936,721
<b>Total</b>	<b>15,250,599</b>	<b>9,841,937</b>	<b>12,081,832</b>	<b>11,685,880</b>	<b>11,690,322</b>

**PERS ONNEL - FULL TIME EQUIVALENTS (FTE)**

<b><u>FISCAL SERVICES</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Chief Financial Officer	1.0	1.0	1.0	1.0	1.0
Controller	1.0	1.0	1.0	1.0	1.0
Managing Director of Financial Services	1.0	1.0	1.0	1.0	1.0
Management Services Director	1.0	1.0	1.0	1.0	1.0
Capital Budget Director	1.0	1.0	1.0	1.0	1.0
Internal Audit Director	1.0	1.0	1.0	1.0	1.0
Fiscal Service Coordinator	1.0	1.0	1.0	1.0	1.0
Payroll Administrator	1.0	1.0	1.0	1.0	1.0
Accounting Manager	0.5	0.5	0.5	0.5	0.5
Senior Accountant	1.0	1.0	1.0	1.0	1.0
Accountant	1.0	1.0	1.0	1.0	1.0
Purchasing Agent	1.0	1.0	-	1.0	1.0
Purchasing Coordinator	1.0	1.0	1.0	-	-
Senior Warehouse Worker	1.0	1.0	1.0	1.0	1.0
Accounts Payable Clerk	0.5	0.5	0.5	0.5	0.5
Municipal Court Manager	1.0	1.0	1.0	1.0	1.0
Municipal Court Supervisor	1.0	1.0	1.0	1.0	1.0
Municipal Court Clerk	4.0	4.0	4.0	4.0	4.0
Clerk Typist	1.0	-	-	-	-
Municipal Court Judge	1.0	1.0	1.0	1.0	1.0
Risk Manager	1.0	1.0	1.0	1.0	1.0
Benefits Administrator	1.0	1.0	1.0	-	-
Benefit Claim Coordinator	-	-	-	1.0	1.0
Risk Administrative Secretary	1.0	1.0	1.0	1.0	1.0
<b>TOTAL FULL-TIME POSITIONS</b>	<b>25.0</b>	<b>24.0</b>	<b>23.0</b>	<b>23.0</b>	<b>23.0</b>

**FY 2020-21 APPROVED OPERATING BUDGET  
GENERAL FUND - FISCAL SERVICES  
ADMINISTRATION DIVISION SUMMARY  
100-105-001**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Personnel	611,494	605,518	620,684	557,753	544,433
Supplies	23,411	16,725	25,500	19,744	21,500
Services	13,198	31,166	16,300	11,167	19,547
<b>Total</b>	<b>648,103</b>	<b>653,409</b>	<b>662,484</b>	<b>588,664</b>	<b>585,480</b>

**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.

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Wire transfers verified	96	75	130	70	70
Budget Transfer Requests completed	90	47	100	50	60
Quarterly financial status reports completed	4	4	4	3	4

**FY 2020-21 APPROVED OPERATING BUDGET  
GENERAL FUND - FISCAL SERVICES  
ACCOUNTING DIVISION SUMMARY  
100-105-002**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Personnel	739,051	801,321	783,564	933,634	850,723
Supplies	13,102	10,876	15,000	12,678	13,000
Maintenance	-	-	-	476	-
Services	314,758	311,572	356,888	299,893	358,888
<b>Total</b>	<b>1,066,911</b>	<b>1,123,769</b>	<b>1,155,452</b>	<b>1,246,681</b>	<b>1,222,611</b>

**OBJECTIVES**

- Continue to meet payroll and accounts 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.

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Number of Payroll Checks Annually	20,900	22,200	21,000	23,000	23,500
Percent ACH to Total Payments	58.9%	57.1%	57.5%	56.5%	57.0%
Number of Days to Pay P-Card	11.8	11.1	11.5	11.1	11.1

**FY 2020-21 APPROVED OPERATING BUDGET  
GENERAL FUND - FISCAL SERVICES  
PURCHASING DIVISION SUMMARY  
100-105-003**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Personnel	273,324	210,043	161,523	183,979	203,231
Supplies	1,673	1,270	2,125	488	1,525
Services	24,398	27,708	25,800	23,430	25,500
<b>Total</b>	<b>299,395</b>	<b>239,021</b>	<b>189,448</b>	<b>207,897</b>	<b>230,256</b>

**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.

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Annual contracts with no gap in service	98%	97%	98%	98%	98%
Number of new contracts established	19	22	20	20	20
Reduce inventory to \$140,000	\$153,231	\$149,806	\$140,000	\$140,000	\$140,000
Increase inventory turns	2.4	2.7	3.0	3.0	3.0
Number of solicitations with e-bidding system forecasted	11	16	12	12	12

**FY 2020-21 APPROVED OPERATING BUDGET  
GENERAL FUND - FISCAL SERVICES  
MUNICIPAL COURT DIVISION SUMMARY  
100-107-001**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Personnel	536,669	547,803	542,170	523,331	531,723
Supplies	10,089	13,960	10,700	6,026	10,700
Services	192,855	162,960	177,205	146,463	172,831
<b>Total</b>	<b>739,613</b>	<b>724,723</b>	<b>730,075</b>	<b>675,820</b>	<b>715,254</b>

**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.

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Number of cases filed per year (City)	20,000	11,705	13,000	13,000	13,000
Number of cases filed per year (DFW)	2,000	2,383	2,000	2,000	2,000
Average number of minutes to process each case	20	20	20	20	20
Average number of minutes to process at window	20	20	5	5	5
Average number of hours to prepare for jury trial	4	4	4	4	4
Number of teens requesting teen court	160	104	120	120	120

**FY 2020-21 APPROVED OPERATING BUDGET  
GENERAL FUND - FISCAL SERVICES  
RISK MANAGEMENT DIVISION SUMMARY  
100-109-001**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Personnel	249,835	264,336	267,617	273,948	291,584
Supplies	18,592	12,631	14,900	5,810	14,900
Services	102,330	123,988	169,900	78,606	169,900
Insurance	12,125,820	6,700,060	8,891,956	8,608,454	8,460,337
<b>Total</b>	<b>12,496,577</b>	<b>7,101,015</b>	<b>9,344,373</b>	<b>8,966,818</b>	<b>8,936,721</b>

**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.

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Paid liability claims vs. total claims	18%	16%	30%	30%	30%
Recover subrogation revenue	\$127,068	\$59,535	\$130,000	\$130,000	\$90,000
Vehicle accidents	23	20	28	28	25
Fleet accidents as percentage of total fleet	7%	5%	7%	7%	6%
Worker's Compensation:					
Texas Standard premium states rated	\$1,292,149	\$1,486,072	\$1,342,000	\$1,342,000	\$1,622,401
Experience rated discounted premium	\$279,174	\$309,173	\$352,000	\$352,000	\$480,231
Experience rates W/C premium savings	\$1,012,975	\$1,176,899	\$990,000	\$990,000	\$1,142,170
Experience Modifier	0.27	0.26	0.29	0.29	0.37
Worker's Compensation Injuries:					
Medical only injuries	40	20	35	35	35
Medical only injuries to total staff	5%	4%	5%	5%	5%
Lost time injuries	17	14	15	15	15
Lost time injuries to total staff	4%	2%	2%	2%	2%

**FY 2020-21 APPROVED OPERATING BUDGET  
GENERAL FUND DEPARTMENTAL SUMMARY  
209 - POLICE**

<b><u>EXPENDITURES BY DIVISION</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Administration	2,024,182	2,060,689	1,969,863	2,149,908	2,096,176
Animal Control	255,751	280,278	312,647	276,411	320,616
<b>Total</b>	<b>2,279,933</b>	<b>2,340,967</b>	<b>2,282,510</b>	<b>2,426,319</b>	<b>2,416,792</b>

**PERSONNEL - FULL TIME EQUIVALENTS (FTE)**

<b><u>POLICE</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Police Chief	1.0	1.0	1.0	1.0	1.0
Assistant Police Chief	1.0	1.0	1.0	1.0	1.0
Administrative Manager	1.0	1.0	1.0	1.0	1.0
Lieutenant	1.0	1.0	1.0	1.0	1.0
Sergeant	3.0	3.0	3.0	3.0	3.0
Senior Officer	3.0	3.0	4.0	4.0	4.0
Police Officer	1.0	1.0	-	-	-
Police Media Manager	1.0	1.0	1.0	1.0	1.0
Community Outreach Center Manager	1.0	1.0	1.0	1.0	1.0
Animal Control Supervisor	1.0	1.0	1.0	1.0	1.0
Animal Service Officer	2.0	2.0	2.0	2.0	2.0
<b>TOTAL FULL-TIME POSITIONS</b>	<b>16.0</b>	<b>16.0</b>	<b>16.0</b>	<b>16.0</b>	<b>16.0</b>

**FY 2020-21 APPROVED OPERATING BUDGET  
GENERAL FUND - POLICE  
ADMINISTRATION DIVISION SUMMARY  
100-209-001**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Personnel	1,804,293	1,841,182	1,732,858	1,876,674	1,811,898
Supplies	95,900	81,749	81,800	91,857	81,800
Maintenance	1,223	14,934	22,500	8,635	22,500
Services	122,766	122,824	132,705	155,625	179,978
Capital Outlay	-	-	-	17,117	-
<b>Total</b>	<b>2,024,182</b>	<b>2,060,689</b>	<b>1,969,863</b>	<b>2,149,908</b>	<b>2,096,176</b>

**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.

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Citizen's police academy classes	1	2	2	2	2
Mandate TCLEOSE training requirements for all personnel	100%	100%	100%	100%	100%
Conduct a review of the General Manual and divisional operating procedures	1	1	1	1	1
Conduct crime prevention seminars	225	200	200	190	200

**FY 2020-21 APPROVED OPERATING BUDGET  
GENERAL FUND - POLICE  
ANIMAL CONTROL DIVISION SUMMARY  
100-209-005**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Personnel	195,170	208,927	199,342	189,596	207,311
Supplies	53,086	37,747	66,061	41,148	66,061
Services	7,495	33,604	47,244	45,667	47,244
<b>Total</b>	<b>255,751</b>	<b>280,278</b>	<b>312,647</b>	<b>276,411</b>	<b>320,616</b>

**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.

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Number of educational presentations delivered	115	85	30	30	30
Number of animals adopted	327	233	350	350	350
Number of animals impounded	1,079	855	1,100	1,100	1,100

**FY 2020-21 APPROVED OPERATING BUDGET  
GENERAL FUND DEPARTMENTAL SUMMARY  
210 - FIRE**

<b><u>EXPENDITURES BY DIVISION</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Administration	943,266	1,015,969	1,059,434	1,047,505	1,099,210
Prevention	678,043	778,669	772,736	758,796	792,460
Operations	10,815,284	11,186,622	11,251,329	11,620,253	11,283,247
Training & Career Development	216,299	262,115	287,919	250,262	289,600
Emergency Management	150,428	159,183	185,187	126,183	182,270
Emergency Medical Services	401,724	544,355	536,271	556,627	536,592
<b>Total</b>	<b>13,205,044</b>	<b>13,946,913</b>	<b>14,092,876</b>	<b>14,359,626</b>	<b>14,183,379</b>

**PERS ONNEL - FULL TIME EQUIVALENTS (FTE)**

<b><u>FIRE</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Fire Chief	1.0	1.0	1.0	1.0	1.0
Assistant Chief of Support/Planning/Administration	1.0	1.0	1.0	1.0	1.0
Assistant Chief of Operations	1.0	1.0	1.0	1.0	1.0
Division Chief of Professional Development Training	1.0	1.0	1.0	1.0	1.0
Division Chief of EMS	1.0	1.0	1.0	1.0	1.0
Fire Marshal	1.0	1.0	1.0	1.0	1.0
Assistant Fire Marshal	1.0	1.0	1.0	1.0	1.0
Administrative Manager	1.0	1.0	1.0	1.0	1.0
Fire Inspector/Investigator	2.0	2.0	3.0	3.0	3.0
Emergency Management Coordinator	1.0	1.0	1.0	1.0	1.0
Battalion Chief	3.0	3.0	3.0	3.0	3.0
Fire Captain	18.0	18.0	19.0	19.0	19.0
Driver/Engineer	18.0	18.0	18.0	18.0	18.0
Firefighter/Paramedic	45.0	45.0	49.0	49.0	49.0
Firefighter/EMT	7.0	7.0	2.0	2.0	2.0
Support Service Technician	1.0	1.0	1.0	1.0	1.0
Administrative Secretary	-	-	1.0	1.0	1.0
Secretary	1.0	1.0	1.0	1.0	1.0
Clerk/Typist/Receptionist	1.0	1.0	-	-	-
<b>TOTAL FULL-TIME POSITIONS</b>	<b>105.0</b>	<b>105.0</b>	<b>106.0</b>	<b>106.0</b>	<b>106.0</b>

**FY 2020-21 APPROVED OPERATING BUDGET  
GENERAL FUND - FIRE  
ADMINISTRATION DIVISION SUMMARY  
100-210-001**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Personnel	599,158	749,400	743,774	739,051	751,233
Supplies	49,358	39,605	48,100	46,185	48,100
Maintenance	8,842	11,543	10,000	8,848	10,000
Services	285,908	215,421	257,560	253,421	289,877
<b>Total</b>	<b>943,266</b>	<b>1,015,969</b>	<b>1,059,434</b>	<b>1,047,505</b>	<b>1,099,210</b>

**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.

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Streamline document storage and reduce the use of paper files	90%	90%	100%	100%	100%
Promote volunteer opportunities within the fire administration (hours)	2,827	2,827	1,500	1,500	1,500
Percentage of customer satisfaction surveys returned	9%	9%	35%	35%	35%
Conduct 12 employee meetings	10	10	9	9	9

**FY 2020-21 APPROVED OPERATING BUDGET  
GENERAL FUND - FIRE  
PREVENTION DIVISION SUMMARY  
100-210-002**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Personnel	618,898	711,800	692,501	698,552	712,225
Supplies	36,236	43,484	40,200	34,101	40,200
Maintenance	-	-	1,000	-	1,000
Services	22,909	23,385	39,035	26,143	39,035
<b>Total</b>	<b>678,043</b>	<b>778,669</b>	<b>772,736</b>	<b>758,796</b>	<b>792,460</b>

**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.

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Fire inspections	5,526	4,750	4,500	4,500	4,600
Fire prevention programs	65	35	45	45	45
Conduct Citizens Fire Academy	1	1	1	1	1
Install smoke detectors	51	48	50	NA	NA

**FY 2020-21 APPROVED OPERATING BUDGET  
GENERAL FUND - FIRE  
OPERATIONS DIVISION SUMMARY  
100-210-003**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Personnel	10,400,869	10,686,952	10,761,699	11,228,585	10,793,617
Supplies	362,358	385,185	443,005	326,288	443,005
Maintenance	31,404	22,292	27,625	-	27,625
Services	20,653	42,948	19,000	38,573	19,000
Capital Outlay	-	49,245	-	26,807	-
<b>Total</b>	<b>10,815,284</b>	<b>11,186,622</b>	<b>11,251,329</b>	<b>11,620,253</b>	<b>11,283,247</b>

**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 20%.
- Perform engine company, ladder company, and MICU company evaluations to ensure operational readiness.

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Respond to 90% of 911 calls in 1st alarm district in 5 minutes or less	88%	76%	84%	90%	90%
Reduce number of on-scene Firefighter injuries by 40%	92%	76%	94%	90%	90%
Perform engine company, ladder company, and MICU company evaluations to ensure operational readiness.	50	50	72	100	100
Perform regular fitness assessments and physical conditioning program for all firefighters	102	102	102	106	106

**FY 2020-21 APPROVED OPERATING BUDGET  
GENERAL FUND - FIRE  
TRAINING & CAREER DEVELOPMENT DIVISION SUMMARY  
100-210-004**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Personnel	131,516	147,496	151,494	153,297	153,175
Supplies	6,456	4,925	6,800	8,272	6,800
Services	78,327	109,694	129,625	73,858	129,625
Capital Outlay	-	-	-	14,835	-
<b>Total</b>	<b>216,299</b>	<b>262,115</b>	<b>287,919</b>	<b>250,262</b>	<b>289,600</b>

**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.

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Provide a minimum of 20 hours TCFP training per firefighter	20	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	24	24	24	24	24

**FY 2020-21 APPROVED OPERATING BUDGET  
GENERAL FUND - FIRE  
EMERGENCY MANAGEMENT DIVISION SUMMARY  
100-210-005**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Personnel	115,606	121,053	137,337	89,267	134,420
Supplies	7,319	8,908	11,650	7,026	11,650
Maintenance	13,759	13,968	16,700	15,800	16,700
Services	13,744	15,254	19,500	14,090	19,500
<b>Total</b>	<b>150,428</b>	<b>159,183</b>	<b>185,187</b>	<b>126,183</b>	<b>182,270</b>

**OBJECTIVES**

- Maintain a comprehensive Emergency Management Program that prepares for, responds to, recovers from, and mitigates threats and hazards posing the greatest risk.
- Enhance public preparedness through community outreach, citizen engagement, and print or social media.
- Coordinate implementation of the National Incident Management System (NIMS).
- Maintain an approved Emergency Operations Plan and Functional Annexes.
- Facilitate festival and event public safety planning, coordination, and response efforts.
- Ensure the operational readiness of alert and warning systems (Outdoor Warning System and CodeRed)

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Number of public education and outreach events	1	1	10	5	5
Number of preparedness publications	3	3	3	3	3
Implement training and exercise plan	100%	100%	100%	100%	100%
Maintenance of the Emergency Management Plan	100%	100%	100%	100%	100%
Monitor and test warning sirens	100%	100%	100%	100%	100%
Festival or event supported (Event Action Plan and/ or EOC Activation)	3	5	5	7	6

**FY 2020-21 APPROVED OPERATING BUDGET  
GENERAL FUND - FIRE  
EMERGENCY MEDICAL SERVICES DIVISION SUMMARY  
100-210-006**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Personnel	141,156	150,992	153,200	171,529	153,521
Supplies	130,860	106,969	129,100	136,570	131,600
Maintenance	34,577	36,311	38,000	36,311	38,000
Services	95,131	209,887	215,971	212,217	213,471
Capital Outlay	-	40,196	-	-	-
<b>Total</b>	<b>401,724</b>	<b>544,355</b>	<b>536,271</b>	<b>556,627</b>	<b>536,592</b>

**OBJECTIVES**

- Manage all aspects of EMS delivery for the fire department
- Manage Field 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.

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Perform 12-lead EKG on appropriate patients within 10 minutes of patient contact	N/A	N/A	85%	85%	85%
Turnout times and response times in accordance to NFPA 1710	N/A	N/A	90%	90%	90%
Scene time < 20 minutes on all transported patients	N/A	N/A	90%	90%	90%

**FY 2020-21 APPROVED OPERATING BUDGET  
GENERAL FUND DEPARTMENTAL SUMMARY  
312 - PARKS AND RECREATION**

<b>EXPENDITURES BY DIVISION</b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Administration	772,474	889,259	861,173	944,440	932,065
Active Adults	448,020	475,064	558,478	502,152	544,569
Park Maintenance	4,589,149	5,230,830	5,204,346	5,772,689	5,479,569
Recreation	454,685	456,186	470,752	521,972	484,179
Aquatics	1,402,133	1,436,265	1,639,777	1,389,729	1,465,237
Athletics Programs	867,003	919,601	908,853	527,889	596,760
Recreation Programs	619,965	593,643	540,976	429,439	521,715
The REC	1,394,060	1,501,904	1,425,495	1,558,376	1,437,445
Hospitality	-	3,516	356,127	438,309	438,204
<b>Total</b>	<b>10,547,489</b>	<b>11,506,268</b>	<b>11,965,977</b>	<b>12,084,995</b>	<b>11,899,743</b>

**PERSONNEL - FULL TIME EQUIVALENTS (FTE)**

<b>PARKS &amp; RECREATION</b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Parks & Recreation Director	1.0	1.0	1.0	1.0	1.0
Deputy Parks & Recreation Director	1.0	1.0	1.0	1.0	1.0
P&R Administrative Coordinator	1.0	1.0	1.0	1.0	1.0
Marketing Manager	1.0	1.0	1.0	1.0	1.0
Volunteer Services Liaison	1.0	1.0	1.0	1.0	1.0
Hospitality Manager	-	-	1.0	1.0	1.0
Athletic Manager	1.0	1.0	-	-	-
Athletic Supervisor	1.0	1.0	1.0	1.0	1.0
Athletic Specialist	1.0	1.0	-	-	-
Event Production Supervisor	1.0	1.0	-	-	-
Event Production Manager	-	-	1.0	1.0	1.0
Lake Parks / Events Manager	0.5	0.5	-	-	-
Events Coordinator	1.0	1.0	1.0	1.0	1.0
Recreation Coordinator	10.0	10.0	13.0	13.0	14.0
Reservation Specialist	1.0	1.0	1.0	1.0	1.0
PARD CIP Manager	1.0	1.0	1.0	1.0	1.0
Park Manager	1.0	1.0	1.0	1.0	1.0
Park Foreman	4.0	4.0	4.0	4.0	4.0
Athletics Groundskeeper	1.0	1.0	1.0	1.0	1.0
Parks Crew Leader	2.0	2.0	2.0	2.0	2.0
Aquatics Tech Coordinator	1.0	1.0	1.0	1.0	-
Equipment Operator II	1.0	1.0	1.0	1.0	-
Equipment Operator I	4.0	4.0	4.0	4.0	5.0
Irrigation Technician II	1.0	1.0	1.0	1.0	1.0
Irrigation Technician I	2.0	2.0	2.0	2.0	2.0
Horticulturalist	1.0	1.0	1.0	1.0	1.0
Crew Worker	4.0	4.0	4.0	4.0	4.0
Active Adults Supervisor	1.0	1.0	1.0	1.0	1.0
Recreation Manager	1.0	1.0	1.0	1.0	1.0
Recreation Supervisor	1.0	1.0	1.0	1.0	1.0
Recreation Specialist	1.0	1.0	1.0	1.0	-
Aquatics Supervisor	1.0	1.0	1.0	1.0	2.0
Lead Lifeguard	6.0	6.0	4.0	4.0	4.0
<b>TOTAL FULL-TIME POSITIONS</b>	<b>55.5</b>	<b>55.5</b>	<b>55.0</b>	<b>55.0</b>	<b>55.0</b>

**FY 2020-21 APPROVED OPERATING BUDGET  
GENERAL FUND - PARKS AND RECREATION  
ADMINISTRATION DIVISION SUMMARY  
100-312-001**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Personnel	459,860	524,506	544,673	547,881	569,620
Supplies	73,195	73,271	80,500	71,592	80,500
Services	239,419	291,482	236,000	324,967	281,945
<b>Total</b>	<b>772,474</b>	<b>889,259</b>	<b>861,173</b>	<b>944,440</b>	<b>932,065</b>

**OBJECTIVES**

- Optimize resources and budget to maximize citizens exposure to parks and leisure services in Grapevine.
- Promote the Department's opportunities in health & wellness, education, conservation, and lifelong learning to all ages and abilities through digital media.
- 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.

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Grant dollars approved	\$773,600	\$3,554,862	\$315,000	\$15,000	\$15,000
Sponsorship dollars secured	\$110,970	\$47,350	\$75,000	\$50,000	\$75,000
Social media posts	1,225	1,736	1,650	2,152	2,190
Engagements	26,512	252,251	44,200	196,970	190,000
Website Visitors *	NA	NA	NA	NA	160,000

**FY 2020-21 APPROVED OPERATING BUDGET  
GENERAL FUND - PARKS AND RECREATION  
ACTIVE ADULTS DIVISION SUMMARY  
100-312-002**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Personnel	356,627	374,619	448,683	407,086	434,774
Supplies	62,463	55,852	80,000	61,775	80,000
Services	28,930	44,593	29,795	33,291	29,795
<b>Total</b>	<b>448,020</b>	<b>475,064</b>	<b>558,478</b>	<b>502,152</b>	<b>544,569</b>

**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.

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Customer surveys completed / satisfaction rate	191 / 93.49%	250 / 98%	250 / 95%	80 / 95%	250 / 95%
Number of special events, classes and programs offered	991 / 971	693 / 683	1,000 / 975	299 / 284	700 / 680
Average number of daily riders in City vehicles	42	39	42	36	40
SeniorMover trips requested / provided	306 / 279	220 / 209	250 / 225	89 / 86	220 / 210
Persons registered for Active Adult programs	17,289	10,592	17,000	5,528	11,000
Average number of daily meals served	39.93	38	40	37	40
Volunteer hours worked	2,432	2,512	2,500	1,248	2,500
Participants in AA aquatic fitness	N/A	NA	500	302	500
Number of AA members	N/A	NA	600	1859	600
Number of SilverSneakers/Silver & Fit passes	N/A	NA	250	638	250

**FY 2020-21 APPROVED OPERATING BUDGET  
GENERAL FUND - PARKS AND RECREATION  
PARK MAINTENANCE DIVISION SUMMARY  
100-312-003**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Personnel	1,498,446	1,605,601	1,662,846	1,727,021	1,688,069
Supplies	213,787	216,081	213,600	202,970	213,600
Maintenance	168,995	196,500	203,500	176,330	203,500
Services	2,707,921	3,212,648	3,124,400	3,666,368	3,374,400
<b>Total</b>	<b>4,589,149</b>	<b>5,230,830</b>	<b>5,204,346</b>	<b>5,772,689</b>	<b>5,479,569</b>

**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.
- Pursue grants to develop and maintain sustainable landscaping and medians to enhance the beautification of parks, roadways, and facilities.
- Host environmental educational opportunities such as events, lectures, tours and workshops for the community.
- Provide impactful and engaging volunteer opportunities that advances the mission of the Department.
- Pursue partnerships and sponsorship opportunities to promote and support environmental stewardship in the community.

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Number of classes, programs, & events offered	48/44	127/125	34/32	10/10	NA
Total acres maintained	1,677	1,716	1,727	1,727	1,727
Total acres under irrigation	227	266	277	277	277
Playgrounds maintained	38	33	33	33	32
ADA / CPSC playgrounds retrofitted	1	2	2	1	1
Facility / median landscapes enhanced	1	1	2	1	1
Customer satisfaction rate	100%	100%	100%	100%	NA
Man hours per non-department events	3,500	3,500	3,500	2,000	3,500
Grant dollars sought	\$786,600	\$3,649,822	\$315,000	\$15,000	\$15,000
Grant dollars awarded	\$763,600	\$3,549,822	\$315,000	\$10,000	\$15,000
Number of area adopted	73	92	76	78	n/a
Volunteer hours	47,336	58,336	48,000	28,000	48,000
Value of volunteer hours	\$1,168,714	\$1,440,310	\$1,185,120	\$712,040	\$1,220,640
*Number of opportunities (events, lectures, tours and workshops)	NA	NA	NA	NA	10
*Attendee satisfaction rate	NA	NA	NA	NA	87%
*Number of adopters	NA	NA	NA	NA	94
*Total value of financial and in-kind donations to support environmental stewardship	NA	NA	NA	NA	\$9,000

**FY 2020-21 APPROVED OPERATING BUDGET  
GENERAL FUND - PARKS AND RECREATION  
RECREATION DIVISION SUMMARY  
100-312-004**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Personnel	266,556	268,026	276,527	311,376	289,954
Supplies	45,994	42,330	53,225	35,299	43,525
Maintenance	40	775	-	-	-
Services	142,095	145,055	141,000	175,297	150,700
<b>Total</b>	<b>454,685</b>	<b>456,186</b>	<b>470,752</b>	<b>521,972</b>	<b>484,179</b>

**OBJECTIVES**

- Offer new, smaller community based, site specific events at various parks and locations including the Bark Park at Bear Creek
- 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.

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Total community events participation	17,600	13,180	20,000	21,500	22,250
Number of Surveys/customer satisfaction rate	300 / 95%	255/94.15%	400 / 95%	333 / 95%	400 / 95%
Number of indoor facility rentals/total hours rented	332 / 1,676	119 / 353	350 / 2,000	254 / 1280	NA
Number of lake park pavilion rentals/total hours rented	206 / 2,810	485 / 2180	150 / 1,800	66 / 1099	NA
Number of park pavilion rentals/total hours rented	805 / 3,156	123 / 1416	1,000 / 3,000	108 / 369	NA
Total number of paid community events offered / Total events that made	NA	NA	NA	5 / 4	4 / 4
Total number of free community events / Total events that made	NA	NA	NA	2 / 2	4 / 4

**FY 2020-21 APPROVED OPERATING BUDGET  
GENERAL FUND - PARKS AND RECREATION  
AQUATICS DIVISION SUMMARY  
100-312-005**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Personnel	1,126,538	1,148,573	1,352,777	1,135,404	1,178,237
Supplies	145,131	164,047	152,000	151,217	152,000
Maintenance	24,610	15,700	20,000	18,734	20,000
Services	105,854	107,945	115,000	84,374	115,000
<b>Total</b>	<b>1,402,133</b>	<b>1,436,265</b>	<b>1,639,777</b>	<b>1,389,729</b>	<b>1,465,237</b>

**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.

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Total public swim attendance	98,192	92,436	100,000	20,740	100,000
Learn To Swim participants	1,653	1,399	1,200	167	1,200
Special event attendance	1,168	1,482	750	288	750
Customer surveys / satisfaction rate	654 / 95%	457 / 97%	475 / 96%	88 / 98%	475 / 96%
Swim team participants	104	130	110	NA	110
Aquatic fitness class registrants	108	110	150	21	110
Semi-private classes offered/made	353 / 319	326 / 273	250 / 225	34 / 34	250 / 225
Number of private lessons	238	219	200	48	200
Active Adult fitness class programs/participants	650	550	550	302	550
Number of rescues	N/A	108	20	4	100
Days closed due to weather	N/A	9	5	18	5

**FY 2020-21 APPROVED OPERATING BUDGET  
GENERAL FUND - PARKS AND RECREATION  
ATHLETICS PROGRAMS DIVISION SUMMARY  
100-312-006**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Personnel	309,085	361,647	456,353	150,651	132,260
Supplies	295,233	280,003	127,800	115,150	129,800
Maintenance	1,185	9,634	2,000	1,045	2,000
Services	261,500	247,347	322,700	261,043	322,700
Capital Outlay	-	20,970	-	-	10,000
<b>Total</b>	<b>867,003</b>	<b>919,601</b>	<b>908,853</b>	<b>527,889</b>	<b>596,760</b>

**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.

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Athletic leagues / youth registrants	2 / 1,500	1,895	1,400	1,132	1,400
Athletic leagues / adult registrants	17 / 5,092	168 teams	160 teams	105 teams	160 teams
Sport camps / youth registrants	11 / 297	12 camps 374	7 camps 250	10 camps 360	7 / 250
Tennis classes/youth registrants	435	292	600	249	600
Tennis classes/adult registrants	26	15	70	13	70
Customer satisfaction rate	97%	94%	96%	100%	96%
Gross revenue	\$921,700	\$513,426	\$800,000	\$326,575	\$800,000
Co-sponsored association program registrants	5,050	3,699	4,000	1,785	4,000
Number of tournaments offered/teams registered	31 / 4,430	30	28 / 1700	11 / 1245	28 / 1700
Baseball tournament gross rev	N/A	\$129,385	\$125,000	\$61,845	\$125,000
Softball tournament gross rev	N/A	0	\$10,000	\$0	\$10,000
Rental revenue	N/A	39270	\$10,000	\$32,900	\$10,000
Number of Texas Raiders teams	N/A	35	24	N/A	24
Number of Texas Fusion teams	N/A	20	12	N/A	12
Number of Faith Christian School Practices/Games	N/A	199	50	136	50
Number of weather days	N/A	N/A	5	NA	5

**FY 2020-21 APPROVED OPERATING BUDGET  
GENERAL FUND - PARKS AND RECREATION  
RECREATION PROGRAMS DIVISION SUMMARY  
100-312-007**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Personnel	84,264	82,512	73,006	104,335	53,745
Supplies	77,081	72,923	50,150	30,821	50,150
Services	458,620	438,208	417,820	294,283	417,820
<b>Total</b>	<b>619,965</b>	<b>593,643</b>	<b>540,976</b>	<b>429,439</b>	<b>521,715</b>

**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.

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Youth registered in programs at The REC	3,724	2,835	4,000	1,337	4,000
Adults registered in programs at The REC	5,913	7,122	7,500	2,389	7,500
Number of customer surveys returned/satisfaction rate	375 / 98.7%	157 / 96.7%	300 / 96%	76 / 98%	300 / 96%
Number of classes offered/number made	976 / 874	1043 / 891	1000 / 900	417 / 385	1000 / 900
Class success rate	90%	85%	88%	92%	88%
Gross program revenue	\$765,817	\$742,886	\$800,000	\$272,235	\$800,000

**FY 2020-21 APPROVED OPERATING BUDGET  
GENERAL FUND - PARKS AND RECREATION  
THE REC DIVISION SUMMARY  
100-312-008**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Personnel	1,003,405	1,093,855	1,008,495	1,200,529	1,020,445
Supplies	164,266	164,220	190,500	138,256	190,500
Maintenance	21,240	21,504	41,000	17,159	41,000
Services	95,438	112,498	85,500	110,268	85,500
Capital Outlay	109,711	109,827	100,000	92,164	100,000
<b>Total</b>	<b>1,394,060</b>	<b>1,501,904</b>	<b>1,425,495</b>	<b>1,558,376</b>	<b>1,437,445</b>

**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.

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Customer surveys / satisfaction rate	569 / 98.7%	717 / 97.7%	600 / 96%	NA	600 / 96%
Citizen request forms received / responded to within 24 hours	58	38	50	34	50
Average facility users per hour	150	129	115	154	115
Family memberships	12,273	9,969	12,000	15,523	12,000
Individual memberships	4,748	4,046	5,000	total above	5,000
Retention rate	95%	95%	80%	NA	80%
Classroom occupancy rate	25%	23%	25%	NA	25%
Annual number of track users	32,563	44,213	35,000	21,393	35,000
Annual number of fitness room users	190,119	221,701	190,000	81,106	190,000
Annual number of racquetball users	12,974	12,780	10,000	5,139	10,000
Annual number of open court users	58,604	60,591	60,000	27,076	60,000
Gross membership revenue	\$1,373,152	\$736,492	\$1,422,000	\$641,245	\$1,422,000

**FY 2020-21 APPROVED OPERATING BUDGET  
GENERAL FUND - PARKS AND RECREATION  
HOSPITALITY DIVISION SUMMARY  
100-312-010**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Personnel	-	3,516	89,722	267,442	171,799
Supplies	-	-	234,750	154,964	234,750
Maintenance	-	-	3,000	3,031	3,000
Services	-	-	23,655	11,978	23,655
Capital Outlay	-	-	5,000	894	5,000
<b>Total</b>	<b>-</b>	<b>3,516</b>	<b>356,127</b>	<b>438,309</b>	<b>438,204</b>

**OBJECTIVES**

- Develop partnerships with local Food & Beverage vendors to provide catering opportunities for department sponsored events.
- Manage and maintain an inventory system for non-perishable Eco friendly products for all divisions in the Parks and Recreation Department.
- Monitor and track all concession margins for staffing and cost of goods expenditures to maximize profit for program operations.

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Concession Margins - Staffing	N/A	N/A	below 25%	20%	20%-25%
Concession Margins - Cost of Goods	N/A	N/A	below 40% 	35%	35%-40%
Hospitality Events	N/A	N/A	20	9 Events	22 Events
Catering Events	N/A	N/A	10	6 Events	12 Events
Customer satisfaction rate	N/A	N/A	95%	2/97%	3/95%
Percent of cost recovery	N/A	N/A	110% 	42% 	110%

**FY 2020-21 APPROVED OPERATING BUDGET  
GENERAL FUND DEPARTMENTAL SUMMARY  
313 - LIBRARY**

<b><u>EXPENDITURES BY DIVISION</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Administration	1,845,970	1,924,313	2,139,312	1,965,983	2,025,009
<b>Total</b>	<b>1,845,970</b>	<b>1,924,313</b>	<b>2,139,312</b>	<b>1,965,983</b>	<b>2,025,009</b>

**PERSONNEL - FULL TIME EQUIVALENTS (FTE)**

<b><u>LIBRARY</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Library Director	1.0	1.0	1.0	1.0	1.0
Library Manager	1.0	1.0	1.0	1.0	1.0
Librarian II	4.0	4.0	4.0	4.0	5.0
Library Technician	1.0	1.0	1.0	1.0	1.0
Circulation Services Librarian	1.0	1.0	1.0	1.0	1.0
Acquisition Assistant	1.0	1.0	1.0	1.0	1.0
Children's Assistant Librarian	1.0	1.0	1.0	1.0	1.0
Library Assistant	1.0	1.0	1.0	1.0	1.0
Librarian I	1.0	1.0	1.0	1.0	-
<b>TOTAL FULL-TIME POSITIONS</b>	<b>12.0</b>	<b>12.0</b>	<b>12.0</b>	<b>12.0</b>	<b>12.0</b>

**FY 2020-21 APPROVED OPERATING BUDGET  
GENERAL FUND - LIBRARY  
ADMINISTRATION DIVISION SUMMARY  
100-313-001**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Personnel	1,383,242	1,511,543	1,670,372	1,502,215	1,566,294
Supplies	328,307	288,175	333,800	329,326	287,738
Maintenance	242	-	940	776	940
Services	134,179	124,595	134,200	133,666	170,037
<b>Total</b>	<b>1,845,970</b>	<b>1,924,313</b>	<b>2,139,312</b>	<b>1,965,983</b>	<b>2,025,009</b>

**OBJECTIVES**

- Provide customers access to current technologies, including streaming content, downloadable materials and IOT (Internet of Things) related materials
- Provide outreach programs and identify other inclusive programs for those unable to visit the library, and for current non-users of all ages, making strategic use of the new mobile library, GROW (Grapevine Resources on Wheels).
- Strategically address barriers to access with a specific focus on making the library more inclusive for those with sensory issues (Autism, PTSD, Dementia, SPD, etc.).
- Encourage staff development and their community research efforts so that they may better serve the community.

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Number of new library cards issued	2,464	2,280	2,380	2,380	3,000
Reference questions answered	N/A	N/A	6,200	6,200	7,500
Number of materials processed	N/A	N/A	15,000	15,000	15,500
Program attendance count	N/A	N/A	27,440	27,440	30,000
Public Computer Use (hours)	N/A	N/A	30,000	30,000	30,500
Customer Count	150,419	140,233	145,000	145,000	155,000

**FY 2020-21 APPROVED OPERATING BUDGET  
GENERAL FUND DEPARTMENTAL SUMMARY  
415 - PUBLIC WORKS**

<b>EXPENDITURES BY DIVISION</b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Administration	371,662	402,509	399,342	351,443	510,841
Engineering	875,248	955,373	956,508	964,067	996,271
Streets	1,658,341	1,579,081	1,706,862	1,556,441	1,690,867
Traffic	1,192,680	1,180,665	1,274,736	1,229,300	1,225,382
Environmental Services	369,905	381,702	430,660	436,554	423,625
Facilities Services	2,578,057	2,538,381	2,828,092	2,581,241	2,808,074
Fleet Services	1,565,700	1,676,238	1,655,488	1,641,824	1,649,130
<b>Total</b>	<b>8,611,593</b>	<b>8,713,949</b>	<b>9,251,688</b>	<b>8,760,870</b>	<b>9,304,190</b>

**PERSONNEL - FULL TIME EQUIVALENTS (FTE)**

<b>PUBLIC WORKS</b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Public Works Director	0.5	0.5	0.5	0.5	0.5
Administrative Manager	1.0	1.0	1.0	1.0	1.0
Secretary	1.0	1.0	1.0	1.0	1.0
Deputy Director Public Works	0.5	0.5	0.5	0.5	0.5
Devl Engineer Construction Mgr	1.0	1.0	1.0	1.0	1.0
Senior Civil Engineer	0.5	0.5	0.5	0.5	0.5
Graduate Engineer	-	-	1.0	1.0	1.0
Project Manager / Chief Construction Inspector	1.0	1.0	1.0	1.0	1.0
Asst. Project Manager / Construction Inspector II	1.0	1.0	1.0	1.0	1.0
Engineering Technician	2.0	2.0	1.0	1.0	1.0
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	1.0	1.0	1.0	1.0	1.0
Street Foreman	2.0	2.0	2.0	2.0	2.0
Equipment Operator III	2.0	2.0	2.0	2.0	2.0
Crew Leader	3.0	3.0	3.0	3.0	3.0
Equipment Operator II	4.0	4.0	4.0	4.0	4.0
Equipment Operator I	7.0	7.0	7.0	7.0	7.0
Traffic Engineer	1.0	1.0	1.0	1.0	1.0
Traffic Operations Manager	1.0	1.0	1.0	1.0	1.0
Traffic Supervisor	2.0	2.0	2.0	2.0	2.0
Signal Tech Apprentice	1.0	1.0	2.0	2.0	2.0
Signal Tech II	1.0	1.0	-	-	-
Signal Tech I	1.0	1.0	1.0	1.0	1.0
Traffic Tech I	2.0	2.0	2.0	2.0	2.0
Facility Services Manager	1.0	1.0	1.0	1.0	1.0
Administrative Secretary	0.5	0.5	0.5	0.5	0.5
Facilities Services Foreman	1.0	1.0	1.0	1.0	1.0
Sr. Building Maintenance Technician	3.0	3.0	3.0	3.0	3.0
Building Maintenance Technician II	3.0	3.0	3.0	3.0	3.0
Building Maintenance Technician I	2.0	2.0	2.0	2.0	2.0
Environmental Manager	1.0	1.0	1.0	1.0	1.0

**FY 2020-21 APPROVED OPERATING BUDGET  
GENERAL FUND DEPARTMENTAL SUMMARY  
415 - PUBLIC WORKS**

<b>PERSONNEL - FULL TIME EQUIVALENTS (FTE)</b>					
<b>PUBLIC WORKS</b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Proposed</b>
Environmental Spec II	2.0	2.0	2.0	2.0	2.0
Fleet Services Manager	1.0	1.0	1.0	1.0	1.0
Secretary	1.0	1.0	1.0	1.0	1.0
Fleet Services Foreman	1.0	1.0	1.0	1.0	1.0
Fleet Warehouse Coordinator	1.0	1.0	1.0	1.0	1.0
Master Mechanic	5.0	5.0	7.0	7.0	7.0
Journeyman Mechanic	1.0	1.0	-	-	-
Fleet Worker	1.0	1.0	-	-	-
<b>TOTAL FULL-TIME POSITIONS</b>	<b>62.0</b>	<b>62.0</b>	<b>62.0</b>	<b>62.0</b>	<b>62.0</b>

**FY 2020-21 APPROVED OPERATING BUDGET  
GENERAL FUND - PUBLIC WORKS  
ADMINISTRATION DIVISION SUMMARY  
100-415-001**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Personnel	328,397	344,988	348,342	316,320	365,645
Supplies	18,095	22,984	19,000	17,417	19,000
Maintenance	-	4,756	-	-	-
Services	25,170	29,781	32,000	17,706	126,196
<b>Total</b>	<b>371,662</b>	<b>402,509</b>	<b>399,342</b>	<b>351,443</b>	<b>510,841</b>

**OBJECTIVES**

- Support public and private development in the City including the 185 acres, Grapevine Main, Dallas Road Redevelopment Corridor, DFW Airport and other development
- Maintain an active role in design and construction of Infrastructure & development by the DFW Connector Project CDA Team to insure that the interests of the City are protected.

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Design and construct private / public thoroughfares serving developments	N/A	N/A	N/A	N/A	1
Assist in ROW & Easement acquisition for DFW Connector	N/A	N/A	1	1	1
Address Corps Issues -Fairway Drive and Raw Water Line	N/A	N/A	1	1	2
Assist with infrastructure expansion on undeveloped DFW property within city limits	N/A	N/A	1	1	1
Assist with Dallas Rd redevelopment	N/A	N/A	1	1	1
Secure funding from NCTCOG and Tarrant County for roadway infrastructure improvements	N/A	N/A	N/A	N/A	1

**FY 2020-21 APPROVED OPERATING BUDGET  
GENERAL FUND - PUBLIC WORKS  
ENGINEERING DIVISION SUMMARY  
100-415-002**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Personnel	835,641	918,757	914,508	931,070	934,768
Supplies	16,004	11,407	12,000	12,353	12,000
Maintenance	-	545	-	-	-
Services	23,603	24,664	30,000	20,644	49,503
<b>Total</b>	<b>875,248</b>	<b>955,373</b>	<b>956,508</b>	<b>964,067</b>	<b>996,271</b>

**OBJECTIVES**

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

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Develop partnerships with private developers to leverage funding	N/A	N/A	N/A	N/A	2
Pavement constructed (square yards)	14,205	14,205	15,000	15,000	15,000
Water line constructed (linear feet)	25,504	25,504	10,000	10,000	10,000
Wastewater line constructed (linear feet)	5,688	5,688	10,000	10,000	10,000
Storm drain line constructed (linear feet)	14,003	14,003	8,000	8,000	2,000
Plats processed	16	16	30	30	30
Design contracts awarded (water, wastewater & drainage)	1	1	4	4	5
WTP Rehab / Update Projects	2	2	2	2	2
WWTP rehab/update projects	3	3	2	2	2
Elevated storage tank rehab/update	0	0	2	2	1
Lift Station upgrades	0	0	1	1	1
Lot to Lot Drainage Inspections	N/A	N/A	N/A	N/A	400
Public Buildings under construction	N/A	N/A	N/A	N/A	6

**FY 2020-21 APPROVED OPERATING BUDGET  
GENERAL FUND - PUBLIC WORKS  
STREETS DIVISION SUMMARY  
100-415-003**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Personnel	1,353,093	1,300,980	1,426,975	1,303,846	1,425,380
Supplies	126,071	98,750	88,400	73,640	88,400
Maintenance	3,136	3,506	4,000	2,290	4,000
Services	176,041	175,845	187,487	176,665	173,087
<b>Total</b>	<b>1,658,341</b>	<b>1,579,081</b>	<b>1,706,862</b>	<b>1,556,441</b>	<b>1,690,867</b>

**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 30,000 square feet of concrete for rehab.

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Square yards of overlay completed	79,238	67,039	80,000	80,000	82,000
Linear feet of gutter wedge milled	48,404	37,843	40,000	40,000	42,000
Linear feet of curb and gutter replaced	1,605	1,190	2,000	2,000	1,500
Number of blocks crack sealed	149	174	200	200	135
Square feet of concrete rehab	21,524	27,680	30,000	30,000	31,000

**FY 2020-21 APPROVED OPERATING BUDGET**  
**GENERAL FUND - PUBLIC WORKS**  
**TRAFFIC DIVISION SUMMARY**  
**100-415-004**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Personnel	665,491	680,812	701,937	710,750	711,655
Supplies	29,910	23,924	28,240	29,150	28,240
Maintenance	4	487	-	-	-
Services	497,275	475,442	544,559	489,400	485,487
<b>Total</b>	<b>1,192,680</b>	<b>1,180,665</b>	<b>1,274,736</b>	<b>1,229,300</b>	<b>1,225,382</b>

**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.

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Annual maintenance of traffic signals [total of 71]	32	32	50	50	50
Annual striping program	65,800	65,800	75,000	75,000	75,000
Repair / replace traffic signs	582	582	600	600	600
Replace crosswalks annually	22	22	20	20	20

**FY 2020-21 APPROVED OPERATING BUDGET  
GENERAL FUND - PUBLIC WORKS  
ENVIRONMENTAL SERVICES DIVISION SUMMARY  
100-415-005**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Personnel	272,916	290,569	297,856	289,211	298,571
Supplies	16,353	11,283	19,361	17,952	19,361
Maintenance	878	75	1,800	1,040	1,903
Services	79,758	79,775	111,643	128,351	103,790
<b>Total</b>	<b>369,905</b>	<b>381,702</b>	<b>430,660</b>	<b>436,554</b>	<b>423,625</b>

**OBJECTIVES**

- Materials Management - Provide Trash and Recycle service to our Businesses and Residents. Evaluate service provider COMPANY as well as CUSTOMERS. Educate and assist Businesses and Residents.
- Pre-Treatment - Protect Sewer Collection System and Wastewater Treatment Plants. Implement audits, inspections, and samples of industrial and commercial generators. Assist Utilities with Sewer blockages and overflows. Educate and assist Businesses and Residents.
- Stormwater - Protect Streams and Lake from pollution. Implement best management practices (BMPs). Educate and assist Businesses and Residents.
- Environmental Response - Immediate Emergency / Spill response. Respond within 24 hours to Businesses and Residents environmental concerns.
- Vector Control - Protect people from disease carrying mosquitoes. Implement Tarrant County Public Health vector control recommendations.
- Drinking Water - Protect people from tap water contamination. Implement management system for backflow and cross-connection prevention. Educate and assist Businesses and Residents.
- Air Quality - Develop strategies to improve Energy Efficiency and Emission Reduction.

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Outreach and education initiatives	12	12	12	12	12
Field evaluation / audits of solid waste service provider	12	12	12	12	12
Conduct commercial and industrial multi-media audits	N/A	52	60	50	50
Sample industrial & commercial pre-treatment generators	N/A	28	13	20	13
Phase II storm water 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

**FY 2020-21 APPROVED OPERATING BUDGET  
GENERAL FUND - PUBLIC WORKS  
FACILITIES SERVICES DIVISION SUMMARY  
100-118-002**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Personnel	701,358	775,816	798,302	780,702	800,104
Supplies	121,005	108,356	105,750	123,962	105,750
Maintenance	422,989	451,893	386,940	467,876	386,940
Services	1,332,705	1,202,316	1,537,100	1,203,540	1,515,280
Capital Outlay	-	-	-	5,161	-
<b>Total</b>	<b>2,578,057</b>	<b>2,538,381</b>	<b>2,828,092</b>	<b>2,581,241</b>	<b>2,808,074</b>

**OBJECTIVES**

- City Hall - Replace Fan Power Heat boxes that provides heat in the building. Window replacements.
- Fire Stations - Hvac Replacement at Station 5
- Library - Painting. 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.
- Municipal Service Center - Replace flooring, painting, and Access Controls/Cameras.
- The REC - Painting and floor maintenance. Replace 1 Racquetball court wood floors. These floors are from the original CAC facility that was 20 years old.

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Annual major work orders completed	6,357	6,800	7,000	6,800	7,000
Non-emergency work orders completed within seven working days	96%	93%	96%	93%	96%
Annual emergency call-outs (after hours)	66	60	100	60	100
Number of facilities maintained	99	100	100	100	100
Percent of preventative maintenance tasks completed on schedule	96%	98%	98%	98%	98%

**FY 2020-21 APPROVED OPERATING BUDGET  
GENERAL FUND - PUBLIC WORKS  
FLEET SERVICES DIVISION SUMMARY  
100-108-001**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Personnel	765,133	802,544	883,588	787,200	879,383
Supplies	521,634	587,040	435,500	552,770	434,750
Maintenance	256,001	260,458	300,000	267,028	300,000
Services	22,932	26,196	36,400	29,167	34,997
Capital Outlay	-	-	-	5,659	-
<b>Total</b>	<b>1,565,700</b>	<b>1,676,238</b>	<b>1,655,488</b>	<b>1,641,824</b>	<b>1,649,130</b>

**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.

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Average of PM's completed monthly	N/A	N/A	50	50	50
Average Minor Repairs completed monthly	N/A	N/A	155	155	155
Average Inspections completed monthly	N/A	N/A	50	50	50
Average misc. fabricating and body repairs monthly	N/A	N/A	20	20	20
Average Major Repairs completed monthly	N/A	N/A	25	25	25
Average number of work orders performed monthly	N/A	N/A	300	300	300
Average Percent of total fleet availability (daily)	N/A	N/A	97%	97%	97%

**FY 2020-21 APPROVED OPERATING BUDGET  
GENERAL FUND DEPARTMENTAL SUMMARY  
417 - DEVELOPMENT SERVICES**

<b>EXPENDITURES BY DIVISION</b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Administration	228,918	246,918	247,962	246,846	254,755
Building Inspections	834,584	870,883	893,227	838,436	868,713
Planning	335,983	368,753	376,797	349,453	376,317
<b>Total</b>	<b>1,399,485</b>	<b>1,486,554</b>	<b>1,517,986</b>	<b>1,434,735</b>	<b>1,499,785</b>

**PERSONNEL - FULL TIME EQUIVALENTS (FTE)**

<b>DEVELOPMENT SERVICES</b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Development Services Director	1.0	1.0	1.0	1.0	1.0
Code Enforcement Officer	2.0	2.0	2.0	2.0	2.0
Plans Examiner/Inspector	1.0	1.0	1.0	1.0	1.0
Building Inspector II	4.0	4.0	4.0	4.0	4.0
Development Services Assistant	1.0	1.0	1.0	1.0	1.0
Building Permit Clerk	2.0	2.0	2.0	2.0	2.0
Planner II	1.0	1.0	1.0	1.0	1.0
Assistant Director of Development Services	1.0	1.0	1.0	1.0	1.0
Planning Technician	1.0	1.0	1.0	1.0	1.0
Assistant Building Official	1.0	1.0	1.0	1.0	1.0
<b>TOTAL FULL-TIME POSITIONS</b>	<b>15.0</b>	<b>15.0</b>	<b>15.0</b>	<b>15.0</b>	<b>15.0</b>

**FY 2020-21 APPROVED OPERATING BUDGET  
GENERAL FUND - DEVELOPMENT SERVICES  
ADMINISTRATION DIVISION SUMMARY  
100-417-001**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Personnel	204,323	218,645	222,832	221,424	227,333
Supplies	14,448	15,955	16,200	9,036	16,200
Services	10,147	12,318	8,930	16,386	11,222
<b>Total</b>	<b>228,918</b>	<b>246,918</b>	<b>247,962</b>	<b>246,846</b>	<b>254,755</b>

**OBJECTIVES**

- Continue to ensure timely, accurate, and thorough customer service is provided from the Development Services 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.

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Square feet of commercial construction	170,000	121,604	200,000	179,000	150,000
Square feet of industrial construction	5,000	381,595	10,000	320,000	20,000

**FY 2020-21 APPROVED OPERATING BUDGET  
GENERAL FUND - DEVELOPMENT SERVICES  
BUILDING INSPECTIONS DIVISION SUMMARY  
100-417-002**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Personnel	762,736	794,604	812,898	763,757	787,880
Supplies	26,559	21,221	25,146	22,966	25,650
Services	45,289	55,058	55,183	51,713	55,183
<b>Total</b>	<b>834,584</b>	<b>870,883</b>	<b>893,227</b>	<b>838,436</b>	<b>868,713</b>

**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.

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Average number of days for plan review comments to be forwarded to applicant:					
- Residential	2	3	3	3	3
- Signs	2	1	3	2	3
- Commercial alterations and finish outs	6	4	10	4	10
- New commercial buildings	18	9	15	15	15
Number of new professional licenses / certifications attained	N/A	2	3	2	3
Average number of days to respond to nuisance and zoning complaints	1	1	1	1	1

**FY 2020-21 APPROVED OPERATING BUDGET  
GENERAL FUND - DEVELOPMENT SERVICES  
PLANNING DIVISION SUMMARY  
100-417-003**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Personnel	328,466	347,580	353,267	344,495	352,787
Supplies	5,611	4,889	10,530	1,754	10,530
Services	1,906	16,284	13,000	3,204	13,000
<b>Total</b>	<b>335,983</b>	<b>368,753</b>	<b>376,797</b>	<b>349,453</b>	<b>376,317</b>

**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.

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Average staff processing time for initial review of zoning, conditional and special use applications (days)	14	18	19	20	19
Average response from applicant regarding initial review	7	7	7	21	7
Public hearing case preparation time	13	16	16	8	16
Variance application processing time	30	36	36	36	36
Administrative site plan processing time	35	30	30	61	30
Number of workshops with the Planning and Zoning Commission	1	3	3	3	3

FY 2020-21 APPROVED OPERATING BUDGET  
FUND 130 - DEBT SERVICE

**- Budget At-A-Glance -**

REVENUE AND OTHER FINANCING SOURCES:	2018-19 Actual	2019-20 Budget	2019-20 Estimate	2020-21 Approved
Property Taxes	12,271,794	13,071,947	12,847,243	13,070,000
Transfers from Other Funds	8,438,308	2,387,064	2,387,064	2,399,369
Interest Income	202,653	150,000	118,835	150,000
<b>Total</b>	<b>20,912,754</b>	<b>15,609,011</b>	<b>15,353,142</b>	<b>15,619,369</b>
EXPENDITURES AND OTHER FINANCING USES:	2018-19 Actual	2019-20 Budget	2019-20 Estimate	2020-21 Approved
General Obligation Debt Payments	9,722,770	11,472,976	11,472,976	10,200,983
Certificates of Obligation Debt Payments	3,970,864	3,620,344	3,620,344	4,017,867
Tax Notes and Notes Payable	2,158,681	612,563	612,563	1,400,519
Fiscal Agent & Bond Issuance Fees	6,229,439	0	0	0
<b>Total</b>	<b>22,081,754</b>	<b>15,705,883</b>	<b>15,705,883</b>	<b>15,619,369</b>
TOTAL OUTSTANDING DEBT: <sup>(1)</sup>	2018-19 Actual	2019-20 Budget	2019-20 Estimate	2020-21 Approved
General Obligation	93,863,544	121,671,399	121,671,399	105,740,582
Certificates of Obligation	80,064,488	68,374,835	68,374,835	60,067,406
Sales Tax Revenue Bonds	22,378,947	20,982,503	20,982,503	19,581,109
Tax Notes and Contractual Obligations	4,490,888	6,034,335	6,034,335	5,301,173
<b>Total</b>	<b>200,797,867</b>	<b>217,063,072</b>	<b>217,063,072</b>	<b>190,690,270</b>

<sup>(1)</sup> Total Principal and Interest; Does not include Tax Increment Financing (TIRZ) debt obligations.  
As of October 1, 2020 total outstanding principal and interest of TIRZ obligations is \$13,807,950.

**FY 2020-21 APPROVED OPERATING BUDGET**  
**STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE**  
**DEBT SERVICE FUND**

	2017-18 Actual	2018-19 Actual	2019-20 Budget	2019-20 Estimate	2020-21 Approved
<b>BEGINNING FUND BALANCE:</b>	10,922,698	8,918,787	7,749,784	7,749,784	7,304,467
<b>OPERATING REVENUE:</b>					
Property Taxes Current	11,132,714	12,209,962	13,001,947	12,731,710	13,000,000
Property Taxes Delinquent	176,492	61,832	70,000	115,533	70,000
Interest Income	195,190	202,653	150,000	118,835	150,000
<b>Total Operating Revenue</b>	<b>11,504,395</b>	<b>12,474,446</b>	<b>13,221,947</b>	<b>12,966,078</b>	<b>13,220,000</b>
<b>TRANSFERS IN:</b>					
Transfer from CVB Fund	1,195,210	1,057,691	985,670	985,670	998,850
Transfer from Economic Development Fund	1,592,714	1,396,444	1,401,394	1,401,394	1,400,519
Transfer from Capital Projects Fund	309,175	-	-	-	-
Bond Proceeds/Refunding/Premiums	-	5,984,173	-	-	-
<b>Total Transfers In</b>	<b>3,097,099</b>	<b>8,438,308</b>	<b>2,387,064</b>	<b>2,387,064</b>	<b>2,399,369</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>14,601,494</b>	<b>20,912,754</b>	<b>15,609,011</b>	<b>15,353,142</b>	<b>15,619,369</b>
<b>OPERATING EXPENDITURES:</b>					
G. O. Bond Interest Payments	3,032,008	2,837,771	3,732,977	3,692,383	3,265,983
G. O. Bond Principal Payments	6,650,000	6,885,000	7,740,000	7,565,000	6,935,000
C. O. Interest Payments	2,196,397	1,825,749	1,076,398	1,057,635	1,622,867
C. O. Principle Payments	2,893,694	2,295,590	1,142,553	762,553	2,395,000
Tax and Note Interest Payments	55,645	598,207	558,957	618,319	525,519
Tax and Note Principal Payments	792,599	1,410,000	1,455,000	2,010,000	875,000
Fiscal Agent and Bond Fees	15,064	6,229,440	-	92,569	-
<b>Total Operating Expenditures</b>	<b>15,635,407</b>	<b>22,081,757</b>	<b>15,705,885</b>	<b>15,798,459</b>	<b>15,619,369</b>
<b>TRANSFERS OUT:</b>	970,000	-	-	-	-
<b>TOTAL EXPENDITURES AND TRANSFERS</b>	<b>16,605,407</b>	<b>22,081,757</b>	<b>15,705,885</b>	<b>15,798,459</b>	<b>15,619,369</b>
<b>SURPLUS (DEFICIT) OF REVENUE OVER (UNDER) EXPENDITURES:</b>	(2,003,913)	(1,169,003)	(96,874)	(445,317)	-
<b>ENDING FUND BALANCE:</b>	8,918,787	7,749,784	7,652,910	7,304,467	7,304,467
<b>FUND BALANCE REQUIREMENT:</b>	3,084,245	4,355,853	3,098,147	3,116,408	3,081,081

\* Fund balance requirement is 20% of total budgeted expenditures (72 days of operation).  
The FY 2020-2021 projected Ending Fund Balance represents **46%** of total budgeted expenditures (171 days of operation).

**DEBT SERVICE FUND (130)**  
**REVENUE DETAIL**

<b>Account Description</b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>	<b>Change from FY19</b>	<b>Change from FY20 Budget</b>
31100 General Property Taxes-Current	11,132,714	12,209,962	13,001,947	12,731,710	13,000,000	6%	0%
31101 General Property Taxes-Delinqn	117,521	1,491	30,000	60,111	30,000	1912%	0%
31103 General Property Taxes-P & I	58,970	60,341	40,000	55,422	40,000	-34%	0%
39230 Interest On Investments	201,598	197,290	150,000	118,835	150,000	-24%	0%
39250 Chg. Investment Value	(6,408)	5,363	-	-	-	-100%	
<b>OPERATING REVENUE</b>	<b>11,504,395</b>	<b>12,474,446</b>	<b>13,221,947</b>	<b>12,966,078</b>	<b>13,220,000</b>	<b>6%</b>	<b>0%</b>
39997 Premium On Debt Refunding	-	589,173	-	-	-	-100%	
53115 Operating Transfers In-Cvb	1,195,210	1,057,691	985,670	985,670	998,850	-6%	1%
53124 Oper. Tsfer In-4-B Capital Imp	1,592,714	1,396,444	1,401,394	1,401,394	1,400,519	0%	0%
53177 Oper.Trans.In-Cap.Proj-Gen Fac	309,175	-	-	-	-		
53720 Proceeds from Long Term Debt	-	5,395,000	-	-	-		
<b>TRANSFERS IN</b>	<b>3,097,099</b>	<b>8,438,308</b>	<b>2,387,064</b>	<b>2,387,064</b>	<b>2,399,369</b>	<b>-72%</b>	<b>1%</b>
<b>TOTAL FUND REVENUES</b>	<b>14,601,494</b>	<b>20,912,754</b>	<b>15,609,011</b>	<b>15,353,142</b>	<b>15,619,369</b>	<b>-25%</b>	<b>0%</b>

---

## AGGREGATE DEBT SERVICE

### City of Grapevine, Texas Aggregate General Obligation Debt Outstanding As of February 1, 2021

Period Ending	Principal	Interest	Debt Service
09/30/2021	11,300,000	5,593,951.26	16,893,951.26
09/30/2022	10,400,000	5,133,357.51	15,533,357.51
09/30/2023	9,645,000	4,696,826.26	14,341,826.26
09/30/2024	9,770,000	4,277,132.51	14,047,132.51
09/30/2025	10,210,000	3,895,620.01	14,105,620.01
09/30/2026	10,670,000	3,495,613.76	14,165,613.76
09/30/2027	8,450,000	3,069,526.26	11,519,526.26
09/30/2028	8,455,000	2,715,851.26	11,170,851.26
09/30/2029	8,850,000	2,360,482.51	11,210,482.51
09/30/2030	8,725,000	2,018,088.76	10,743,088.76
09/30/2031	8,895,000	1,688,153.76	10,583,153.76
09/30/2032	9,290,000	1,332,600.01	10,622,600.01
09/30/2033	9,670,000	943,140.64	10,613,140.64
09/30/2034	4,600,000	671,206.27	5,271,206.27
09/30/2035	4,735,000	523,678.14	5,258,678.14
09/30/2036	4,185,000	380,818.76	4,565,818.76
09/30/2037	4,315,000	242,659.38	4,557,659.38
09/30/2038	3,845,000	108,912.50	3,953,912.50
09/30/2039	1,510,000	22,650.00	1,532,650.00
	<b>147,520,000</b>	<b>43,170,269.56</b>	<b>190,690,269.56</b>

---

---

## AGGREGATE DEBT SERVICE

**Grapevine 4B Economic Development Corporation  
Aggregate Sales Tax Revenue Debt Outstanding  
As of February 1, 2021**

Period Ending	Principal	Interest	Debt Service
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
	<b>15,260,000</b>	<b>4,321,109.42</b>	<b>19,581,109.42</b>

---

---

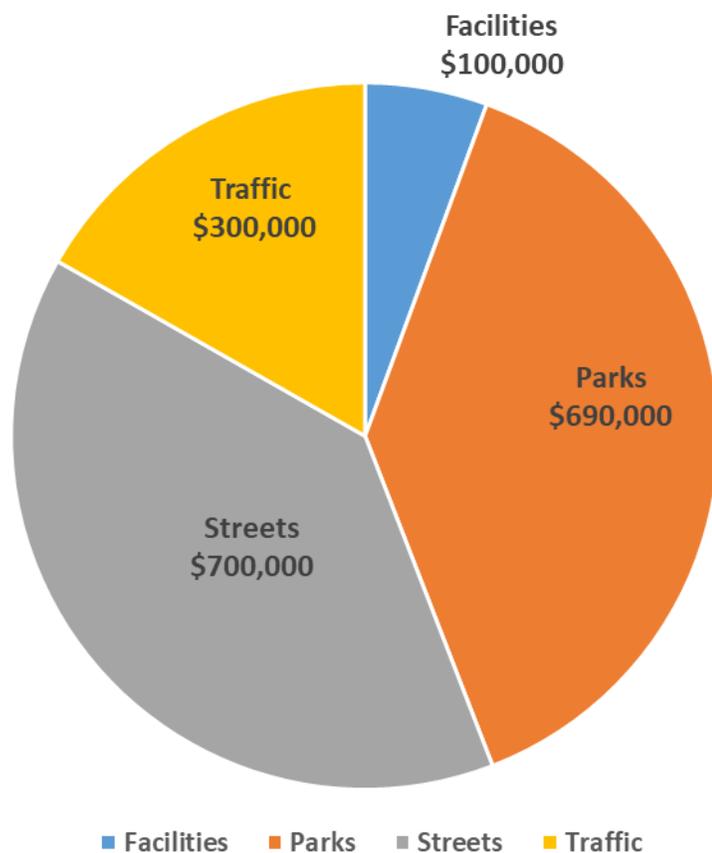
# Capital / Street Maintenance Program

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 \$392,000 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 \$500,000 for FY20.

Capital / Street Maintenance Program  
FY 2021 Budget



---

### **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
<b>Estimated Operating Impact</b>	<b>\$227,774</b>

### **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 2020-21 APPROVED OPERATING BUDGET  
 FUND 174 - CAPITAL / STREET MAINTENANCE PROGRAM

*- Budget At-A-Glance -*

	2018-19	2019-20	2019-20	2020-21
REVENUE AND OTHER FINANCING SOURCES:	Actual	Budget	Estimate	Approved
Transfers In	3,020,000	3,279,000	3,298,149	0
Interest Income	53,803	24,000	40,289	24,000
Participation	66,516	0	66,516	0
Miscellaneous Income	0	0	11,963	0
<b>Total</b>	<b>3,140,319</b>	<b>3,303,000</b>		<b>24,000</b>
EXPENDITURES AND OTHER FINANCING USES:	Actual	Budget	Estimate	Approved
Facilities Maintenance Projects	419,433	384,356	498,465	100,000
Parks Maintenance Projects	1,088,587	1,084,229	2,276,667	690,000
Street Maintenance and Overlay	1,312,437	1,291,608	1,195,186	700,000
Traffic Signal, Striping and Signing Maint.	657,314	657,314	486,088	300,000
<b>Total</b>	<b>3,477,771</b>	<b>3,417,507</b>	<b>4,456,406</b>	<b>1,790,000</b>

**FY 2020-21 APPROVED OPERATING BUDGET**  
**STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE**  
**FUND 174 - CAPITAL/STREET MAINTENANCE PROGRAM**

	2017-18 Actual	2018-19 Actual	2019-20 Budget	2019-20 Estimate	2020-21 Approved
<b>BEGINNING FUND BALANCE:</b>	1,613,115	1,909,576	1,572,123	1,572,123	532,633
<b>OPERATING REVENUE:</b>					
Interest Income	30,226	53,803	24,000	40,289	24,000
Miscellaneous	67,128	66,516	-	78,478	-
Total Operating Revenue	97,354	120,319	24,000	118,767	24,000
<b>TRANSFERS IN:</b>	3,114,775	3,020,000	3,279,000	3,298,149	-
<b>TOTAL REVENUE AND TRANSFERS</b>	3,212,129	3,140,319	3,303,000	3,416,916	24,000
<b>OPERATING EXPENDITURES:</b>					
Facilities Maintenance	524,960	419,433	392,000	498,465	100,000
Parks Maintenance	699,695	1,088,587	1,162,000	2,276,667	690,000
Street Maintenance and Overlay	1,229,493	1,312,437	1,225,000	1,195,186	700,000
Traffic Signal, Striping and Signing Maint.	461,522	657,314	500,000	486,088	300,000
Total Operating Expenditures	2,915,670	3,477,771	3,279,000	4,456,406	1,790,000
<b>TOTAL EXPENDITURES AND TRANSFERS</b>	2,915,670	3,477,771	3,279,000	4,456,406	1,790,000
<b>USE OF RESERVES</b>	-	337,452	-	-	1,766,000
<b>SURPLUS (DEFICIT) OF REVENUE</b>					
<b>OVER (UNDER) EXPENDITURES:</b>	296,459	-	24,000	(1,039,490)	-
<b>ENDING FUND BALANCE:</b>	1,909,576	1,572,123	1,596,123	532,633	(1,233,367)

---

**FY 2020-2021 APPROVED OPERATING BUDGET**  
**FUND 174 - CAPITAL/STREET MAINTENANCE PROGRAM**

**PARKS MAINTENANCE PROJECTS**

174-74015-312-051	Irrigation Systems	25,000
174-74015-312-052	Landscaping	210,000
174-74015-312-056	Trail Maintenance	20,000
174-74015-312-059	Water Drinking Fountains	25,000
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	50,000
174-74015-312-069	Recreation Equipment Repair/Replacement	60,000
174-74015-312-070	Aquatics Repairs and Replacements	80,000
174-74015-312-077	Park Facility Upgrade/Improvements	25,000
174-74015-312-079	Oak Grove Baseball and Softball Complexes	55,000
174-74015-312-082	Botanical Gardens	20,000
<b>TOTAL PARKS MAINTENANCE PROJECTS</b>		<b>690,000</b>

**PUBLIC WORKS PROJECTS**

174-43310-118-25	Facilities Maintenance	100,000
174-43301-415-090	Street Maintenance and Overlay	700,000
174-43301-415-093	Traffic Signal, Striping and Signing Maint.	300,000
<b>TOTLA PUBLIC WORKS PROJECTS</b>		<b>1,100,000</b>

**TOTAL CAPITAL/STREET MAINTENANCE PROGRAM** **1,790,000**

CITY OF GRAPEVINE, TEXAS  
 FY 2020-21 APPROVED OPERATING BUDGET  
 SUMMARY TABLE OF ALL FUNDS

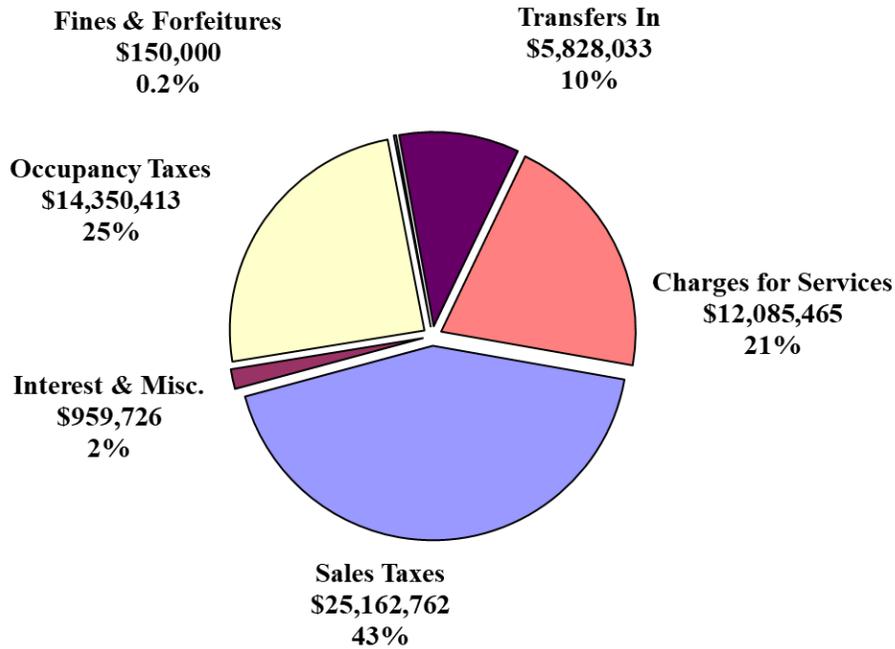
**-- SPECIAL REVENUE FUNDS --**

	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
<b>REVENUES AND OTHER FINANCING SOURCES:</b>								
Sales Taxes				12,290,880		9,218,161	3,653,721	25,162,762
Occupancy Taxes	10,766,300	3,584,113						14,350,413
Fines and Forfeitures				107,000				107,000
Charges for Services	7,796,465		1,420,000		2,945,000			12,161,465
Interest Income	178,100	50,000	30,000	35,000		10,000	110,000	413,100
Transfers In	464,141			5,363,892				5,828,033
Miscellaneous	359,226	75,000		11,400	25,000			470,626
<b>Total Revenues</b>	<b>19,564,232</b>	<b>3,709,113</b>	<b>1,450,000</b>	<b>17,808,172</b>	<b>2,970,000</b>	<b>9,228,161</b>	<b>3,763,721</b>	<b>58,493,399</b>
<b>EXPENDITURES AND OTHER FINANCING USES:</b>								
Personnel	6,568,222		544,184	12,957,073	377,262		533,637	20,980,378
Supplies	611,150	60,000	29,700	566,339	178,150		5,600	1,450,939
Maintenance	309,800		125,000	134,300	310,750			879,850
Services	9,234,123	4,656,651	206,792	1,280,612	1,092,029		1,481,620	17,951,827
Insurance	1,356,455		120,166	2,869,848	79,603		51,141	4,477,213
Transfers Out	2,257,387		108,750		689,893	464,141	1,691,723	5,211,894
Intergovernmental / Inter-Agency						8,754,020		8,754,020
Capital Outlay			210,000		152,000			362,000
<b>Total Expenditures</b>	<b>20,337,137</b>	<b>4,716,651</b>	<b>1,344,592</b>	<b>17,808,172</b>	<b>2,879,687</b>	<b>9,218,161</b>	<b>3,763,721</b>	<b>60,068,121</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>(772,905)</b>	<b>(1,007,538)</b>	<b>105,408</b>	<b>0</b>	<b>90,313</b>	<b>10,000</b>	<b>0</b>	<b>(1,574,722)</b>
<b>BEGINNING FUND BALANCE</b>	<b>14,700,228</b>	<b>5,040,707</b>	<b>1,950,163</b>	<b>3,230,647</b>	<b>(4,496,978)</b>	<b>22,918</b>	<b>6,158,225</b>	<b>26,699,495</b>
<b>ENDING FUND BALANCE</b>	<b>13,927,323</b>	<b>4,033,169</b>	<b>2,055,571</b>	<b>3,230,647</b>	<b>(4,406,665)</b>	<b>32,918</b>	<b>6,158,225</b>	<b>25,124,773</b>

---

## REVENUE FUNDING SOURCES

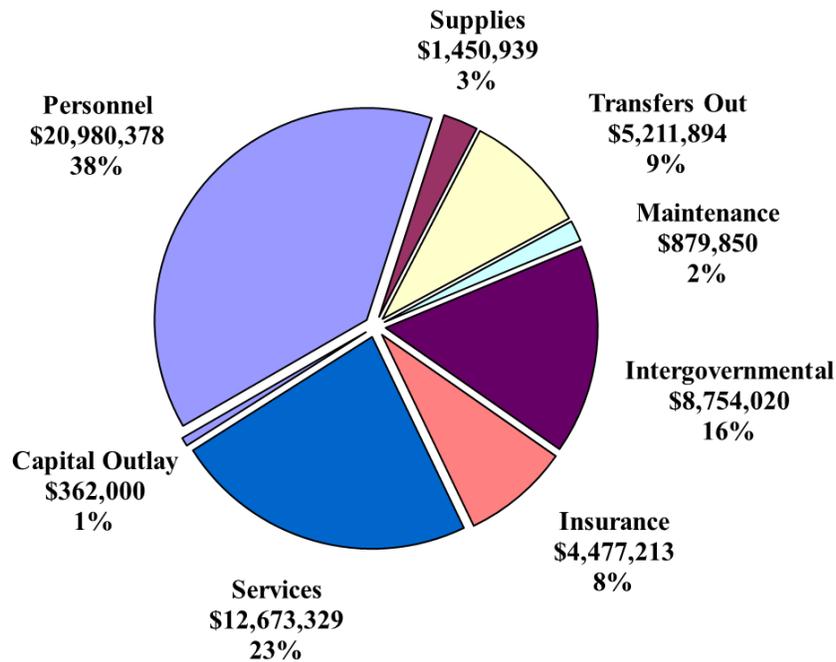
### "Where The Money Comes From"




---

## EXPENDITURE FUNDING USES

### "Where the Money Goes"



## Revenue and Other Financing Sources

Special Revenue funds are projected to generate \$58.9 million in revenue for FY21, a decrease of \$5.7 million (9%) from the previous year's budget. Revenue in the Convention & Visitors fund, the largest of the category, is budgeted at \$19.1 million and represents a decrease of \$3.4 million from the previous budget year.

**Sales Taxes** represent the largest revenue stream at 43% of total revenues. Sales taxes are budgeted at \$25.1 million, split between the CCPD, 4B Transit, and Economic Development funds. Collections in FY20 were \$25.3 million, and represented a decrease of 15% from the prior year. In the 4B Transit fund, 3/8-cent of collections are remitted to Trinity Metro in support of commuter rail.

<b>SALES TAXES</b>	<b><u>FY-2015</u></b>	<b><u>FY-2016</u></b>	<b><u>FY-2017</u></b>	<b><u>FY-2018</u></b>	<b><u>FY-2019</u></b>	<b><u>FY-2020</u></b>
<b>SPECIAL REVENUE FUNDS</b>						
4B Transit (3/8 cent)	\$9,573,493	\$9,881,507	\$9,408,363	\$9,815,379	\$10,746,439	\$8,978,634
Economic Devl (1/8 cent)	\$3,982,577	\$4,170,133	\$4,062,180	\$4,256,509	\$4,393,875	\$3,872,769
CCPD (1/2 cent)	\$13,196,743	\$13,517,360	\$13,229,439	\$13,670,499	\$14,563,884	\$12,501,687
Collections	\$26,752,813	\$27,569,000	\$26,699,982	\$27,742,387	\$29,704,198	\$25,353,090
Increase / (Decrease)	\$1,109,725	\$816,187	(\$869,018)	\$1,042,405	\$1,961,811	(\$4,351,108)
% Change	4%	3%	-3%	4%	7%	-15%

**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 \$14.3 million (\$5 million decrease) for FY21 and are the second largest source of revenue at 25%. FY20 collections are estimated at \$11.7 million and represent a 40% decline from the previous year. The City collects occupancy taxes from twenty properties within its jurisdiction with a combined capacity of 5,411 rooms.

<b>OCCUPANCY TAXES</b>	<b><u>FY-2015</u></b>	<b><u>FY-2016</u></b>	<b><u>FY-2017</u></b>	<b><u>FY-2018</u></b>	<b><u>FY-2019</u></b>	<b><u>FY-2020</u></b>
Collections	\$18,096,508	\$18,963,787	\$18,800,655	\$19,870,081	\$19,433,484	\$11,721,334
Increase / (Decrease)	\$4,071,389	\$867,279	(\$163,133)	\$1,069,426	(\$436,597)	(\$7,712,150)
% Change	29%	5%	-1%	6%	-2%	-40%

**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 \$12.1 million for FY21, up \$750,000 from the previous year. Revenue from festivals is projected at \$3.5 million. The Grapevine Vintage Railroad is projected to generate \$2.7 million in revenue. Revenue for the Grapevine Visitor Shuttle is budgeted at \$60,000. Facility rental income is budgeted at \$762,000, a decrease of 7% from the previous year.

<b>CHARGES FOR SERVICES</b>	<b><u>FY-2015</u></b>	<b><u>FY-2016</u></b>	<b><u>FY-2017</u></b>	<b><u>FY-2018</u></b>	<b><u>FY-2019</u></b>	<b><u>FY-2020</u></b>
<b>SPECIAL REVENUE FUNDS</b>						
CVB	\$6,992,868	\$7,215,515	\$7,525,829	\$7,561,303	\$8,672,970	\$3,220,724
Stormwater Drainage	\$1,390,438	\$1,419,671	\$1,422,563	\$1,435,920	\$1,573,027	\$1,431,675
Lake Parks	\$1,139,014	\$570,268	\$2,294,840	\$2,529,625	\$1,648,271	\$2,303,368
Collections	\$9,522,320	\$9,205,454	\$11,243,232	\$11,526,848	\$11,894,268	\$6,955,767
Increase / (Decrease)	(\$283,413)	(\$316,866)	\$2,037,778	\$283,616	\$367,420	(\$4,938,501)
% Change	-3%	-3%	22%	3%	3%	-42%

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 \$2.9 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 spring of 2019. Repairs were completed in late 2019 and the facility, while closed during the height of the pandemic, is projected to be fully operational in in FY21.

## Expenditures and Other Financing Uses

Expenditures of Special Revenue funds total \$60 million for FY21, a decrease of \$4 million (6%) from the prior year's budget. The Convention & Visitors fund accounts for the largest percentage of expenditures, at 34%. The CCPD fund is the second largest cost center at 30%, while the 4B Transit fund accounts for 15% of total expenditures. Total expenditures in FY20 are estimated at \$62.5 million, down \$1.5 million from the previous year. The decrease in expenditures is due in large part to one-time transfers of \$12 million from the Convention & Visitors fund to the CIP fund in support of the construction of the Grapevine Main train station, which will also house offices for CVB staff; and a one-time transfer of \$28 million from the Economic Development fund, also in support of the commuter rail project and Harvest Hall.

<b>SPECIAL REVENUE FUNDS</b>	<b>FY-2017</b>	<b>FY-2018</b>	<b>FY-2019</b>	<b>FY-2020</b>	<b>FY-2021</b>
<b>Total Expenditures By Fund</b>	<b><u>Actual</u></b>	<b><u>Actual</u></b>	<b><u>Actual</u></b>	<b><u>Budget</u></b>	<b><u>Approved</u></b>
Convention & Visitors <sup>¶(1)</sup>	\$19,559,626	\$32,396,860	\$22,256,698	\$22,556,423	\$20,337,137
CVB Incentives	\$3,242,414	\$3,122,370	\$5,286,581	\$4,996,210	\$4,716,651
Stormwater Drainage	\$1,143,420	\$1,154,167	\$1,419,312	\$1,403,131	\$1,344,592
Crime Control & Prevention	\$15,374,215	\$16,520,473	\$17,688,130	\$18,428,614	\$17,808,172
Lake Parks	\$2,196,090	\$2,472,858	\$2,755,632	\$2,921,340	\$2,879,687
4B Transit <sup>¶(2)</sup>	\$9,883,612	\$9,815,379	\$10,833,750	\$11,106,218	\$9,218,161
Economic Development	\$24,276,928	\$33,395,970	\$3,761,250	\$4,527,073	\$3,763,721
<b>Total</b>	<b>\$75,676,305</b>	<b>\$98,878,077</b>	<b>\$64,001,353</b>	<b>\$65,939,009</b>	<b>\$60,068,121</b>
Increase / (Decrease)	\$24,192,556	\$23,201,772	-\$34,876,724	\$1,937,656	-\$5,870,888
% Change	47%	31%	-35%	3%	-9%

(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 35% of all budgeted expenditures. Personnel expenses are budgeted at \$20.9 million, a decrease of \$100,000 from the previous budget year. Public safety employees in the Crime Control & Prevention (CCPD) fund account for 61% of the total. The CCPD fund also contains the majority of total authorized positions with 131.0 full-time positions, unchanged from the previous budget year.

Convention & Visitors	\$6,568,222	31.3%
Stormwater Drainage	\$544,184	2.6%
Crime Control & Prevention	\$12,957,073	61.8%
Economic Development	\$533,637	2.5%
Lake Parks	\$377,262	1.8%
<b>Total</b>	<b>\$20,980,378</b>	<b>100.0%</b>

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. Expenditures in FY20 are estimated at \$20.3 million and represent an increase of \$800,000 from FY19.

**Supplies** are budgeted at \$1.45 million for FY21 and are virtually unchanged from the previous year. Expenditures in FY20 are estimated at \$2.3 million and represent an increase of \$100,000 from the previous year. Supplies represent 2% of Special Revenue Fund expenditures, the same as the previous budget year.

Convention & Visitors	\$611,150	42.1%
CVB Incentives	\$60,000	4.1%
Stormwater Drainage	\$29,700	2.0%
Crime Control & Prevention	\$566,339	39.0%
Economic Development	\$5,600	0.4%
Lake Parks	\$178,150	12.3%
Court Technology		
<b>Total</b>	<b>\$1,450,939</b>	<b>100.0%</b>

**Services** are budgeted at \$17.9 million for FY21 and represent an increase of \$1.6 million (8.2%) from the previous budget year. Expenditures in the Convention & Visitors fund are budgeted at \$9.2 million and represent 51% 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 FY20 were \$21.4 million and represent an increase of \$300,000 from the prior year. Services represent 30% of Special Revenue Fund expenditures.

Convention & Visitors	\$9,234,123	51.4%
CVB Incentives	\$4,656,651	25.9%
Stormwater Drainage	\$206,792	1.2%
Crime Control & Prevention	\$1,280,612	7.1%
Lake Parks	\$1,092,029	6.1%
Economic Development	\$1,481,620	8.3%
<b>Total</b>	<b>\$17,951,827</b>	<b>100.0%</b>

**Insurance charges** are budgeted at \$4.4 million and represent no increase from the previous budget year. This category includes employee health/life/dental costs as well as property and casualty costs. Beginning in FY19, the allocation also included costs for retiree coverage for each respective operating fund.

Convention & Visitors	\$1,356,455	6.5%
Stormwater Drainage	\$120,166	0.6%
Crime Control & Prevention	\$2,869,848	13.7%
Economic Development	\$51,141	0.2%
Lake Parks	\$79,603	0.4%
<b>Total</b>	<b>\$4,477,213</b>	<b>21.3%</b>

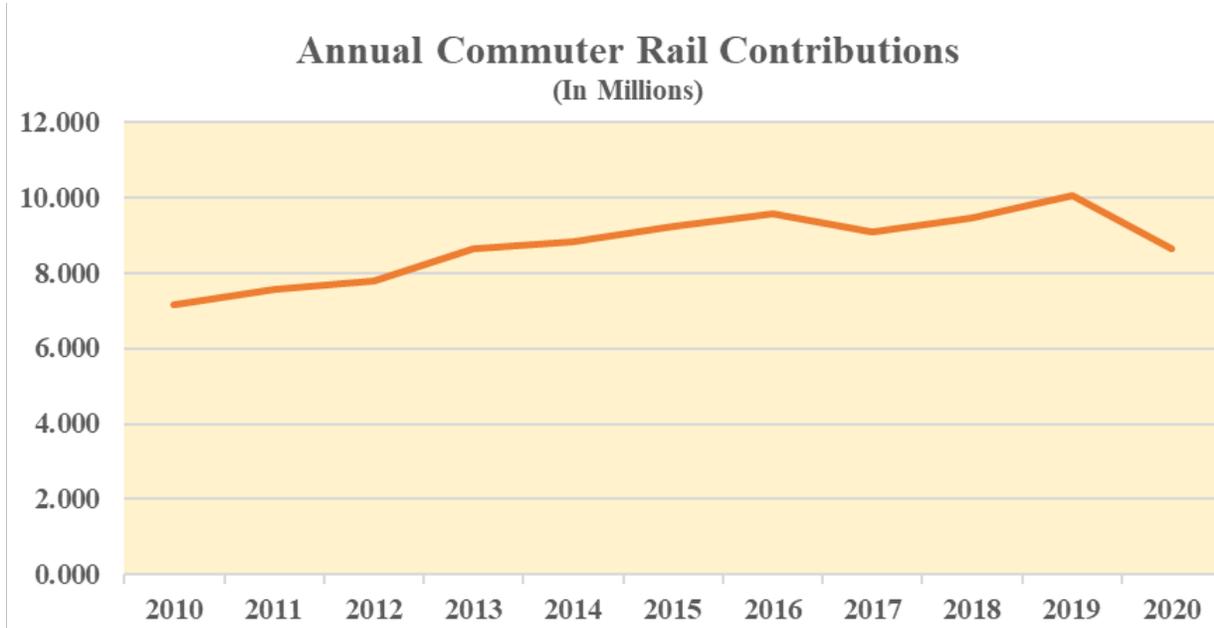
**Transfers Out** are budgeted at \$5.2 million and remain virtually unchanged from the previous budget year. Expenditures in this category primarily consist of administrative fee payments to the General fund in lieu of taxes. Other transfers include principal and interest payments to the Debt Service fund and funding for replacement vehicles and equipment purchased via the Capital Equipment Acquisition fund. Actual expenditures in FY20 totaled \$6.1 million. Transfers represent 89 of Special Revenue Fund expenditures.

Convention & Visitors	\$2,257,387	43.3%
Stormwater Drainage	\$108,750	2.1%
4B Transit	\$464,141	8.9%
Lake Parks	\$689,893	13.2%
Crime Control & Prevention	\$0	0.0%
<b>Total</b>	<b>\$5,211,894</b>	<b>100.0%</b>

---

***Intergovernmental expenditures*** are budgeted at \$8.7 million for FY21 and represent a decrease of \$1.6 million (16%) from the previous year's budget. Expenditures in this category are for 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 began in January 2019 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 \$114 million.



FY 2020-21 APPROVED OPERATING BUDGET  
FUNDS 115 & 216 - CONVENTION AND VISITORS BUREAU

**- Budget At-A-Glance -**

REVENUE AND OTHER FINANCING SOURCES:	2018-19 Actual	2019-20 Budget	2019-20 Estimate	2020-21 Approved
Occupancy Taxes	15,559,289	14,782,796	9,325,804	11,006,856
Facility Rental Income	774,255	815,000	462,018	762,000
Interest Income	364,374	181,550	189,239	178,100
Sales & Merchandise	764,584	748,800	481,214	702,040
Train Operations	2,416,532	2,100,000	2,266,101	2,720,000
Festivals & New Vintage	3,278,530	3,500,000	109,768	3,552,425
Visitor Shuttle System	77,350	90,000	28,454	60,000
Transfers In	529,479	464,486	8,717,111	464,141
Miscellaneous	353,120	381,173	224,234	359,226
<b>Total</b>	<b>24,117,513</b>	<b>23,063,805</b>	<b>21,803,943</b>	<b>19,804,788</b>

EXPENDITURES AND OTHER FINANCING USES:	2018-19 Actual	2019-20 Budget	2019-20 Estimate	2020-21 Approved
Personnel	6,050,075	7,009,317	5,622,720	6,568,222
Supplies	731,916	869,550	461,914	611,150
Maintenance	442,592	590,500	269,939	309,800
Services	4,039,815	4,692,725	2,219,600	3,947,733
Insurance	1,130,046	1,308,164	1,152,651	1,356,455
Festival & Train Operations	5,221,388	5,522,261	2,048,783	5,286,390
Transfers Out	2,606,024	2,532,906	1,837,587	2,257,387
Capital Outlay	1,145,261	31,000	47,492	0
<b>Total</b>	<b>21,367,117</b>	<b>22,556,423</b>	<b>13,660,686</b>	<b>20,337,137</b>

EXPENDITURES AND PERSONNEL BY PROGRAM:	2018-19 Actual	2019-20 Budget	2019-20 Estimate	2020-21 Approved	Personnel <sup>(1)</sup>
Sales, Promotions and Administration	11,811,392	12,670,722	8,820,592	11,139,675	34.00
Facilities	1,894,014	1,787,662	1,435,084	1,681,863	13.00
Festivals & New Vintage	4,150,209	2,779,034	781,713	4,187,898	5.00
Grapevine Vintage Railroad	2,772,298	4,352,884	2,234,122	2,452,664	8.00
Visitor Shuttle System	724,458	928,971	384,502	854,354	9.00
Sister Cities	5,882	22,050	1,850	4,950	NA
Wine Pouring Society / Craft Brew Guild	8,864	15,100	2,823	10,550	NA
<b>Total</b>	<b>21,367,117</b>	<b>22,556,423</b>	<b>13,660,686</b>	<b>20,331,954</b>	<b>69.00</b>

<sup>(1)</sup> Full-time equivalent positions (FTE)

**FY 2020-21 APPROVED OPERATING BUDGET  
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE  
CONVENTION AND VISITORS BUREAU FUND**

	2017-18 Actual	2018-19 Actual	2019-20 Budget	2019-20 Estimate	2020-21 Approved
<b>BEGINNING FUND BALANCE:</b>	13,025,855	3,886,038	6,559,708	6,559,708	14,700,228
<b>OPERATING REVENUE:</b>					
Occupancy Taxes	14,577,354	15,559,289	14,782,796	9,325,804	10,766,300
Facility Rental Income	874,336	774,255	815,000	463,463	762,000
Interest Income	261,730	364,374	181,550	192,017	178,100
Sales & Merchandise	747,459	764,585	748,800	486,468	702,040
Train Operations	2,402,155	2,416,532	2,100,000	2,238,441	2,720,000
Festivals & New Vintage	3,434,008	3,278,530	3,500,000	3,898	3,552,425
Visitor Shuttle System	103,346	77,350	90,000	28,454	60,000
Miscellaneous Income	368,345	353,119	356,173	226,137	359,226
<b>Total Operating Revenue</b>	<b>22,768,732</b>	<b>23,588,033</b>	<b>22,574,319</b>	<b>12,964,682</b>	<b>19,100,091</b>
<b>TRANSFERS IN:</b>					
Transfer In From 4B Fund	348,816	429,479	464,486	336,524	464,141
Operating Trnsfr In - Fund 114	2,261	-	-	-	-
Transfer In From Fund 200	-	100,000	-	-	-
Transfer In from Fund 215	-	-	-	8,500,000	-
<b>Total Transfers In</b>	<b>351,077</b>	<b>529,479</b>	<b>464,486</b>	<b>8,836,524</b>	<b>464,141</b>
<b>TOTAL REVENUE &amp; TRANSFERS</b>	<b>23,119,809</b>	<b>24,117,512</b>	<b>23,038,805</b>	<b>21,801,206</b>	<b>19,564,232</b>
<b>OPERATING EXPENDITURES:</b>					
Personnel	6,019,864	6,050,074	7,009,317	5,622,720	6,568,222
Supplies	677,447	731,917	869,550	461,914	611,150
Maintenance	582,576	442,592	590,500	269,939	309,800
Services	4,945,946	4,039,794	4,692,725	2,219,600	3,947,733
Insurance	-	1,130,045	1,308,164	1,152,651	1,356,455
Festival & Train Operations	4,907,481	5,221,410	5,522,261	2,048,783	5,286,390
Capital Outlay	525,244	1,145,261	31,000	47,492	-
<b>Total Operating Expenditures</b>	<b>17,658,558</b>	<b>18,761,093</b>	<b>20,023,517</b>	<b>11,823,099</b>	<b>18,079,750</b>
<b>TRANSFERS OUT:</b>					
Transfer to General Fund - Admin Fee	1,347,770	1,498,333	1,455,526	782,917	1,213,537
Transfer to GTRP Fund	25,000	25,000	25,000	25,000	20,000
Trans. to Debt Service Fund	1,195,210	1,057,691	1,008,380	985,670	998,850
Transfer to Historic Preservation Fund	145,318	-	-	-	-
Transfer to Capital Projects Fund	12,000,000	-	-	-	-
Transfer to Heritage Fund	25,000	25,000	44,000	44,000	25,000
<b>Total Transfers Out</b>	<b>14,738,298</b>	<b>2,606,024</b>	<b>2,532,906</b>	<b>1,837,587</b>	<b>2,257,387</b>
<b>TOTAL EXPENDITURES &amp; TRANSFERS</b>	<b>32,396,856</b>	<b>21,367,117</b>	<b>22,556,423</b>	<b>13,660,686</b>	<b>20,337,137</b>
<b>SURPLUS / (DEFICIT)</b>	<b>(9,277,047)</b>	<b>2,750,395</b>	<b>482,382</b>	<b>8,140,520</b>	<b>(772,905)</b>
<b>ENDING FUND BALANCE:</b>	<b>3,886,038</b>	<b>6,559,708</b>	<b>7,042,090</b>	<b>14,700,228</b>	<b>13,927,323</b>
<b>FUND BALANCE REQUIREMENT:</b>	<b>2,902,777</b>	<b>3,084,015</b>	<b>3,291,537</b>	<b>1,943,523</b>	<b>2,972,014</b>

\* Fund balance requirement is 16.4% of total budgeted expenditures (60 days of operation).  
The FY 2020-21 projected Ending Fund Balance represents 281 days of operation.

**CONVENTION & VISITORS BUREAU (115, 214)  
REVENUE DETAIL**

<b>Account/Description</b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>	<b>Change from FY19 Actual</b>	<b>Change from FY20 Budget</b>
31103 Hotel/Motel Tax P & I	5,376	26	-	50	-	-100%	
31707 Occupancy Taxes	10,647,168	11,073,639	10,570,092	6,896,728	7,698,192	-30%	-27%
31708 Occupancy Tax-Gaylord Texan	3,924,810	4,485,624	4,212,704	2,429,026	3,068,108	-32%	-27%
<b>OCCUPANCY TAXES</b>	<b>14,577,354</b>	<b>15,559,289</b>	<b>14,782,796</b>	<b>9,325,804</b>	<b>10,766,300</b>	<b>-31%</b>	<b>-27%</b>
39160 Convention Center Rental	436,486	433,539	440,000	282,747	412,000	-5%	-6%
39161 Palace Rental	315,943	278,081	310,000	154,505	298,000	7%	-4%
39174 Concourse Rental	121,906	62,635	65,000	26,211	52,000	-17%	-20%
<b>FACILITY RENTAL INCOME</b>	<b>874,336</b>	<b>774,255</b>	<b>815,000</b>	<b>463,463</b>	<b>762,000</b>	<b>-2%</b>	<b>-7%</b>
39230 Interest On Investments	79,821	56,031	30,000	46,702	21,000	-63%	-30%
39232 Interest Income - Festival	81,834	128,915	65,000	55,828	45,000	-65%	-31%
39233 Interest Income - Train	100,434	172,069	85,000	88,396	111,000	-35%	31%
39234 Interest Income - Sister City	1,386	2,251	1,200	856	850	-62%	-29%
39235 Interest Income - Gwps	749	660	350	235	250	-62%	-29%
39250 Change In Investment Value	(2,494)	4,448	-	-	-	-100%	
<b>INTEREST INCOME</b>	<b>261,730</b>	<b>364,374</b>	<b>181,550</b>	<b>192,017</b>	<b>178,100</b>	<b>-51%</b>	<b>-2%</b>
39162 Palace Food & Beverage Sales	154,561	112,443	125,000	69,105	115,000	2%	-8%
39163 Palace - Concert/Ticket Sales	159,835	178,640	175,000	102,731	160,000	-10%	-9%
39164 Christmas Capital of Texas	81,746	148,310	120,000	150,179	134,000	-10%	12%
39173 Concourse Food/Beverage Sales	51,508	56,788	49,000	9,406	39,200	-31%	-20%
39176 Merch Resale/In-House Catering	232,586	205,867	215,000	122,173	202,000	-2%	-6%
39177 Catering % Of Sales	67,222	62,536	64,800	32,874	51,840	-17%	-20%
<b>SALES &amp; MERCHANDISE</b>	<b>747,459</b>	<b>764,585</b>	<b>748,800</b>	<b>486,468</b>	<b>702,040</b>	<b>-8%</b>	<b>-6%</b>
38430 Train Revenues	2,402,155	2,416,532	2,100,000	2,238,441	2,720,000	13%	30%
<b>TRAIN OPERATIONS</b>	<b>2,402,155</b>	<b>2,416,532</b>	<b>2,100,000</b>	<b>2,238,441</b>	<b>2,720,000</b>	<b>13%</b>	<b>30%</b>
34812 Festivals Income	3,434,008	3,278,530	3,500,000	3,898	3,552,425	8%	1%
<b>FESTIVALS &amp; NEW VINTAGE</b>	<b>3,434,008</b>	<b>3,278,530</b>	<b>3,500,000</b>	<b>3,898</b>	<b>3,552,425</b>	<b>8%</b>	<b>1%</b>
38420 Shuttle Fare Revenue	103,346	77,350	90,000	28,454	60,000	-22%	-33%
<b>VISITOR SHUTTLE SYSTEM</b>	<b>103,346</b>	<b>77,350</b>	<b>90,000</b>	<b>28,454</b>	<b>60,000</b>	<b>-22%</b>	<b>-33%</b>
34878 Sub Lease Rental Income	176,393	179,242	187,773	119,225	188,036	5%	0%
38420 Museum Program Revenue	-	-	-	37,784	35,000		
38600 Sister City Revenues	11,568	9,678	15,000	538	12,000	24%	-20%
38620 Wine Pouring Society Revenues	8,686	13,202	15,000	8,080	12,000	-9%	-20%
39179 Liberty Park	300	450	600	534	550	22%	-8%
39180 Cotton Belt	9,762	8,375	5,800	5,250	4,640	-45%	-20%
39951 Resale-Labor,Mat'L And Service	113,726	112,440	87,000	32,636	87,000	-23%	0%
39995 (Over)/Short	2	-	-	(1)	-		
39999 Miscellaneous Revenues	47,909	29,732	45,000	22,091	20,000	-33%	-56%
<b>MISCELLANEOUS</b>	<b>368,345</b>	<b>353,119</b>	<b>356,173</b>	<b>226,137</b>	<b>359,226</b>	<b>2%</b>	<b>1%</b>
53120 Transfer In From 4B Fund	348,816	429,479	464,486	336,524	464,141	8%	0%
53114 Operating Trnsfr In - Fund 114	2,261	-	-	-	-		
53200 Transfer In From Fund 200	-	100,000	-	-	-	-100%	
53215 Transfer In from Fund 215	-	-	-	8,500,000	-		
<b>TRANSFERS IN</b>	<b>351,077</b>	<b>529,479</b>	<b>464,486</b>	<b>8,836,524</b>	<b>464,141</b>	<b>-12%</b>	<b>0%</b>
<b>TOTAL CVB REVENUE</b>	<b>23,119,809</b>	<b>24,117,512</b>	<b>23,038,805</b>	<b>21,801,206</b>	<b>19,564,232</b>	<b>-19%</b>	<b>-15%</b>

**FY 2020-21 APPROVED OPERATING BUDGET  
CONVENTION AND VISITORS BUREAU FUND  
DEPARTMENTAL SUMMARY**

<b>EXPENDITURES BY DIVISION</b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Administration	23,488,660	11,811,393	12,670,722	8,820,592	11,140,043
Facilities	2,040,895	1,894,012	1,787,662	1,435,084	1,683,803
Festivals & Events	3,727,412	4,150,209	4,352,884	781,713	4,188,766
Grapevine Vintage Railroad	2,451,211	2,772,298	2,779,034	2,234,122	2,453,599
Sister Cities	2,615	5,882	22,050	1,850	4,950
Wine Pouring Society / Craft Brew Guild	31,691	8,864	15,100	2,823	10,550
Visitor Shuttle System	654,326	724,457	928,971	384,502	855,426
<b>Total</b>	<b>32,396,810</b>	<b>21,367,117</b>	<b>22,556,423</b>	<b>13,660,686</b>	<b>20,337,137</b>

**PERSONNEL - FULL TIME EQUIVALENTS (FTE)**

<b>ADMINISTRATION</b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
CVB Executive Director	1.0	1.0	1.0	1.0	1.0
Asst. Executive CVB Director	1.0	1.0	-	-	-
Managing Director of CVB Operations	1.0	1.0	1.0	1.0	1.0
Managing Director of Sales & Marketing	1.0	1.0	1.0	1.0	1.0
Director of Communications	1.0	1.0	1.0	1.0	1.0
Communications Coordinator	1.0	1.0	1.0	1.0	1.0
Director of Marketing	1.0	1.0	1.0	1.0	1.0
Digital Marketing Manager	1.0	1.0	1.0	1.0	1.0
Creative Marketing Manager	1.0	1.0	1.0	1.0	1.0
Director of Destination Services	1.0	1.0	1.0	1.0	1.0
Destination Service Assistant	1.0	1.0	1.0	1.0	1.0
Director of Sales	1.0	1.0	1.0	1.0	1.0
Sponsorship Sales Manager	1.0	1.0	1.0	1.0	1.0
Sales Manager II	2.0	2.0	3.0	3.0	3.0
Sales Manager I	3.0	3.0	1.0	1.0	1.0
International Travel Sales Manager	1.0	1.0	1.0	1.0	1.0
CVB Maintenance Manager	1.0	1.0	1.0	1.0	1.0
Administrative Services Manager	1.0	1.0	1.0	1.0	1.0
Accountant II	1.0	1.0	1.0	1.0	1.0
Accountant III	1.0	1.0	1.0	1.0	1.0
CVB Director of Finance	1.0	1.0	1.0	-	-
Controller	-	-	-	1.0	1.0
Visitor & Cultural Services Manager	1.0	1.0	1.0	1.0	1.0
Marketing Research Manager	1.0	1.0	1.0	1.0	1.0
Sales Associate	1.0	1.0	1.0	1.0	1.0
Administrative Secretary	-	-	1.0	1.0	1.0
Secretary	2.0	2.0	1.0	1.0	1.0
Nash Farm Educator	-	-	1.0	1.0	1.0
Nash Farm Manager	1.0	1.0	1.0	1.0	1.0
Historic Preservation Manager	1.0	1.0	1.0	1.0	1.0
Leisure Group Sales & Sister Cities Program	1.0	1.0	1.0	1.0	1.0
Marketing Projects Coordinator	-	-	1.0	1.0	1.0
Marketing & Special Promotions Manager	-	-	1.0	1.0	1.0
Festivals & Events Assistant	1.0	1.0	1.0	1.0	1.0
<b>TOTAL FULL-TIME POSITIONS</b>	<b>33.0</b>	<b>33.0</b>	<b>34.0</b>	<b>34.0</b>	<b>34.0</b>

**FY 2020-21 APPROVED OPERATING BUDGET  
CONVENTION AND VISITORS BUREAU FUND  
DEPARTMENTAL SUMMARY**

**PERSONNEL - FULL TIME EQUIVALENTS (FTE)**

	2017-18	2018-19	2019-20	2019-20	2020-21
	Actual	Actual	Budget	Estimate	Approved
<b><u>FACILITIES</u></b>					
Director of Meeting Events / Venues	1.0	1.0	1.0	1.0	1.0
Convention Center Supervisor	1.0	1.0	1.0	1.0	1.0
Palace Arts Center Manager	-	-	-	1.0	1.0
Manager of Meeting & Events Facilities	1.0	1.0	1.0	-	-
Events Coordinator	4.0	4.0	4.0	4.0	3.0
Events Coordinator II	-	-	-	-	1.0
Convention Facilities Assistant	-	-	1.0	1.0	1.0
Secretary	1.0	1.0	-	-	-
Food & Beverage Coordinator	1.0	1.0	1.0	1.0	1.0
Set-Up Worker	3.0	3.0	3.0	3.0	3.0
Facility Worker	1.0	1.0	1.0	1.0	1.0
<b>TOTAL FULL-TIME POSITIONS</b>	<b>13.0</b>	<b>13.0</b>	<b>13.0</b>	<b>13.0</b>	<b>13.0</b>
<b><u>FESTIVALS &amp; EVENTS</u></b>					
Director of Festivals & Events	1.0	1.0	1.0	1.0	1.0
Festivals & Events Manager II	2.0	2.0	2.0	2.0	2.0
Festivals & Events Manager I	1.0	1.0	1.0	1.0	1.0
Secretary	1.0	1.0	-	-	-
Administrative Secretary	-	-	1.0	1.0	1.0
<b>TOTAL FULL TIME POSITIONS</b>	<b>5.0</b>	<b>5.0</b>	<b>5.0</b>	<b>5.0</b>	<b>5.0</b>
<b><u>GRAPEVINE VINTAGE RAILROAD</u></b>					
General Manager	1.0	1.0	1.0	1.0	1.0
Manager of Train Operations	-	-	-	-	1.0
Train Master	1.0	1.0	1.0	1.0	-
Train Service Personnel III	1.0	1.0	1.0	1.0	1.0
Train Service Personnel II	1.0	1.0	1.0	1.0	1.0
Train Supervisor	1.0	1.0	1.0	1.0	1.0
Roundhouse Mechanic II	1.0	2.0	2.0	2.0	2.0
Roundhouse Mechanic Supervisor	-	-	1.0	1.0	1.0
Railroad Management Trainee	1.0	1.0	-	-	-
<b>TOTAL FULL-TIME POSITIONS</b>	<b>7.0</b>	<b>8.0</b>	<b>8.0</b>	<b>8.0</b>	<b>8.0</b>
<b><u>VISITOR SHUTTLE SYSTEM</u></b>					
Shuttle Supervisor	-	-	1.0	1.0	1.0
Lead Shuttle Driver	1.0	1.0	-	-	-
Shuttle Drivers	5.0	5.0	8.0	8.0	8.0
<b>TOTAL FULL-TIME POSITIONS</b>	<b>6.0</b>	<b>6.0</b>	<b>9.0</b>	<b>9.0</b>	<b>9.0</b>
<b>TOTAL CONVENTION &amp; VISITORS FUND</b>	<b>64.0</b>	<b>65.0</b>	<b>69.0</b>	<b>69.0</b>	<b>69.0</b>

**FY 2020-21 APPROVED OPERATING BUDGET  
CONVENTION & VISITORS BUREAU FUND  
SALES, PROMOTIONS & ADMINISTRATION DIVISION SUMMARY  
115-350-001**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Personnel	3,563,736	3,517,319	3,916,176	3,506,212	3,763,040
Supplies	393,344	463,895	549,400	332,101	378,050
Maintenance	127,103	211,283	467,700	180,128	212,300
Services	4,178,529	3,278,410	3,959,108	1,835,893	3,258,093
Insurance	-	1,069,816	1,245,432	1,088,469	1,271,173
Finance Fees	1,194	1,771	-	-	-
Capital Outlay	486,456	662,875	-	40,202	-
Transfers	14,738,298	2,606,024	2,532,906	1,837,587	2,257,387
<b>Total</b>	<b>23,488,660</b>	<b>11,811,393</b>	<b>12,670,722</b>	<b>8,820,592</b>	<b>11,140,043</b>

**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.
- Continue sales strategy for COVID-19 group convention business recovery.
- 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.
- Increase Visitor Services through new programs at Grapevine Main and through Gallery Shows and Passport Activities.

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Potential economic impact of sales leads generated	\$592 M	\$764M	\$600 M	\$764M	\$700M
Potential economic impact of booked leads	\$140 M	\$145M	\$146 M	\$142M	\$148M
Number of convention & tourism site visits	105	133	112	112	115
Number of travel writers, bloggers and content creators hosted per year	37	6	42	32	40
Social media posts and media releases per week	5	9	15	21	25
Value of publicity generated	\$9 M	\$5.56M	\$11 M	\$10M	\$11M
Web site traffic (sessions)	1,884,626	2,070,294	2,000,000	2,000,000	2,100,000
Number of brochures distributed	985,549	832,033	1,200,000	700,000	900,000
Number of groups serviced	190	205	175	117	140
Economic impact of convention serviced (in millions)	\$128 M	\$150M	\$95 M	\$134M	\$157M
Certificate of Appropriateness (CA) applications assistance services	122	132	150	45	120
Number of properties researched & added to the Cultural Resource Survey	38	34	35	16	30
Number of grants awarded	11	7	6	6	5
Historic Township housing inquiries	71	122	100	30	90
Main Street merchants assisted	52	40	45	15	40
Main Street school tours	2	2	8	1	2
Nash Farm Average Daily Visitors	NA	17	42	47	50
Nash Farm Interpretive Tours	76	75	70	22	60
Nash Farm Heritage Workshops / Special Events	43	51	36	18	30
Nash Farm Rentals	10	8	10	3	8
Nash Farm Attendance	11,759	15,085	15,000	7,406	15,000
HPC - Number of Landmark Cases	5	4	5	1	4
Number of Visitor Information Center Visitors	NA	NA	NA	222,855	250,000
Number of VIC, Musuem & Historical Society Volunteers Hours	NA	NA	NA	5,000	5,200

**FY 2020-21 APPROVED OPERATING BUDGET  
CONVENTION & VISITORS BUREAU FUND  
FACILITIES DIVISION SUMMARY  
115-350-003**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Personnel	885,248	911,890	995,862	870,671	940,803
Supplies	196,160	201,378	212,600	107,387	188,400
Maintenance	455,473	231,309	118,800	89,811	96,500
Services	465,226	476,939	460,400	367,215	458,100
Capital Outlay	38,788	72,496	-	-	-
<b>Total</b>	<b>2,040,895</b>	<b>1,894,012</b>	<b>1,787,662</b>	<b>1,435,084</b>	<b>1,683,803</b>

**OBJECTIVES**

- Increase revenues at all CVB rental facilities (Convention Center, Palace Arts Center, Concourse, Historic Cottonbelt Railroad District, Grapevine Main Station and Grapevine Farmers & Artisan Markets).
- 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.

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Convention Center events held	355	379	400	362	380
Convention Center building usage (days)	407	488	390	351	368
Palace Arts Center number of events held.	377	378	385	289	303
Palace Arts Center building usage (days)	334	404	345	276	289
Concourse number of events held	126	76	75	62	66
Concourse building usage (days)	141	85	80	68	71
Grapevine Main Meeting Rooms events held	NA	NA	NA	NA	101
Grapevine Main Meeting Rooms building usage (days)	NA	NA	NA	NA	92
Number of Gazebo rental applications	14	19	16	11	18
All facilities number of repeat bookings	450	413	365	312	327
All facilities number of new client bookings	265	185	250	224	235
Number of leads referred to other facilities	340	424	360	322	338
All facilities economic impact	\$6,828,264	\$6,949,692	\$7,194,744	\$5,995,368	\$6,594,904
Number of CVB sponsored events (i.e. HDGA, TWGGA, WPS, CVB Board, etc.)	100	94	130	109	135
Grapevine Farmers & Artisan Market Attendance	NA	NA	875	5525	6500
Grapevine Farmers & Artisan Market Vendor Participants	NA	NA	315	374	440

**FY 2020-21 APPROVED OPERATING BUDGET  
CONVENTION & VISITORS BUREAU FUND  
FESTIVALS & EVENTS DIVISION SUMMARY  
115-350-005**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Personnel	674,834	609,893	704,373	375,778	668,926
Services	3,052,578	3,130,426	3,648,511	398,645	3,519,840
Capital Outlay	-	409,890	-	7,290	-
<b>Total</b>	<b>3,727,412</b>	<b>4,150,209</b>	<b>4,352,884</b>	<b>781,713</b>	<b>4,188,766</b>

**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 an event package (A Night in Old Grapevine) to promote to hotels and corporations.
- Support the Grapevine Wine Pouring Society and the Craft Beer Guild of Grapevine and the participation of those organizations in festivals and other City events.
- Expand volunteer opportunities and participation of civic and service groups.

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
GrapeFest attendance	260,001	261,000	250,000	250,000	250,000
GrapeFest People's Choice attendance	7,547	7,032	7,400	7,400	7,425
Main Street Fest attendance	168,480	141,570	158,000	95,000	150,000
Jazz Wine Train Attendance	750	882	740	800	825
Attendance at New Vintage tastings	773	497	710	0	1,200
Attendance at New Vintage Blessing	300	100	300	0	100
Number of Events and Activities Serviced	151	135	167	145	160
Wine Pouring Society Activities	57	58	55	45	55
Craft Brew Guild Activities supported	NA	NA	15	12	15
Number of Dirty Dozen activities	11	9	12	8	10
Number of service groups worked with	130	120	75	75	85

**FY 2020-21 APPROVED OPERATING BUDGET  
 CONVENTION & VISITORS BUREAU FUND  
 GRAPEVINE VINTAGE RAILROAD DIVISION SUMMARY  
 115-350-007**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Personnel	596,308	681,335	905,284	583,984	687,049
Services	1,854,903	2,090,963	1,873,750	1,650,138	1,766,550
<b>Total</b>	<b>2,451,211</b>	<b>2,772,298</b>	<b>2,779,034</b>	<b>2,234,122</b>	<b>2,453,599</b>

**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.

<b><u>Performance Indicators</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Total annual passengers	102,906	98,141	115,000	85,000	115,000
Charters	23	14	30	20	30
Number of Train Operations (a run out and back is considered one operation)	369	359	365	320	365
Trackage Inspections	12	0	12	7	12
Train Safety Meetings	NA	NA	250	173	250
Conductor/Engineer training hours	244	92	120	120	120

**FY 2020-21 APPROVED OPERATING BUDGET  
 CONVENTION & VISITORS BUREAU FUND  
 SISTER CITIES DIVISION SUMMARY  
 115-350-010**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Supplies	2,615	5,882	22,050	1,850	4,950
<b>Total</b>	<b>2,615</b>	<b>5,882</b>	<b>22,050</b>	<b>1,850</b>	<b>4,950</b>

**OBJECTIVES**

- To promote cultural and educational exchange programs between Grapevine and the sister cities.
- To promote professional, business and economic exchanges between the sister cities.
- To promote opportunities for tourism between citizens of the sister cities.
- To foster economic benefits from the sister city program.

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Outbound student programs	NA	2	3	3	3
Inbound student programs	1	1	3	3	3
Official programs outbound	9	2	3	3	2
Official programs inbound	NA	6	4	4	1
Unofficial exchanges outbound	NA	NA	3	3	3
Unofficial exchanges inbound	NA	NA	3	3	3
Number of participants in sister city committees and programs	774	709	600	500	600

**FY 2020-21 APPROVED OPERATING BUDGET  
 CONVENTION & VISITORS BUREAU FUND  
 GRAPEVINE WINE POURING SOCIETY / CRAFT BREW GUILD DIVISION SUMMARY  
 115-350-011**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Supplies	31,691	8,864	15,100	2,823	10,550
<b>Total</b>	<b>31,691</b>	<b>8,864</b>	<b>15,100</b>	<b>2,823</b>	<b>10,550</b>

**OBJECTIVES**

- To serve as Grapevine's ambassadors and a strong volunteer base for festivals and events.
- To create an awareness of Grapevine's wine and craft brew 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 and craft brew pourers through training.

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Number of events serviced by the Grapevine Wine Pouring Society	38	43	37	32	37
Number of hours of service provided by Grapevine wine pourers	3,099	4,386	3,100	2,900	3,100
Average attendance at monthly Grapevine Wine Pouring Society meetings	88	97	85	85	90
Number of TABC certifications	64	56	65	65	65
Number of events serviced by the Grapevine Craft Brew Guild	NA	NA	6	4	8
Number of hours of service provided by Grapevine Craft Brew Guild	NA	NA	400	400	450
Average attendance at monthly Grapevine Craft Brew Guild meetings	NA	NA	25	25	28
Number of TABC certifications	NA	NA	40	18	13

**FY 2020-21 APPROVED OPERATING BUDGET  
 CONVENTION & VISITORS BUREAU FUND  
 VISITOR SHUTTLE SYSTEM DIVISION SUMMARY  
 216-350-012**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Personnel	299,738	329,636	487,622	286,075	508,404
Supplies	53,591	51,897	70,400	17,753	29,200
Maintenance	-	-	4,000	-	1,000
Services	300,997	282,695	273,217	16,492	231,540
Insurance	-	60,229	62,732	64,182	85,282
Capital Outlay	-	-	31,000	-	-
<b>Total</b>	<b>654,326</b>	<b>724,457</b>	<b>928,971</b>	<b>384,502</b>	<b>855,426</b>

**OBJECTIVES**

- Connect hotel and airport guests with Grapevine's dining venues, shopping and attractions.
- Connect commuter rail ridership with Grapevine's dining venues, shopping and attractions.

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Total Ridership for the year	48,938	38,586	55,000	28,820	55,000
Economic Impact of ridership	\$4,282,600	\$3,376,450	\$4,812,500	\$2,522,275	\$4,812,500

FY 2020-21 APPROVED OPERATING BUDGET  
FUND 215 - CONVENTION & LEISURE INCENTIVES FUND

**- Budget At-A-Glance -**

	2018-19	2019-20	2019-20	2020-21
REVENUE AND OTHER FINANCING SOURCES:	Actual	Budget	Estimate	Approved
Occupancy Taxes - Gaylord	2,242,812	2,106,352	1,263,507	1,534,054
Occupancy Taxes - Great Wolf	0	0	0	0
Occupancy Taxes - All (1%)	2,965,200	2,814,858	1,674,203	2,050,059
Interest Income	79,413	75,000	49,465	50,000
Miscellaneous	3,440	0	27,407	75,000
<b>Total</b>	<b>5,290,865</b>	<b>4,996,210</b>	<b>3,014,583</b>	<b>3,709,113</b>
EXPENDITURES AND OTHER FINANCING USES:	2018-19	2019-20	2019-20	2020-21
	Actual	Budget	Estimate	Approved
Personnel	0	0	0	0
Supplies	101,199	100,000	0	60,000
Services	4,614,493	4,896,210	3,180,171	4,656,651
<b>Total</b>	<b>4,715,692</b>	<b>4,996,210</b>	<b>11,680,171</b>	<b>4,716,651</b>

**FY 2020-21 APPROVED OPERATING BUDGET**  
**STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE**  
**CONVENTION AND LEISURE INCENTIVES FUND**

	2017-18 Actual	2018-19 Actual	2019-20 Budget	2019-20 Estimate	2020-21 Approved
<b>BEGINNING FUND BALANCE:</b>	10,774,995	13,131,802	13,706,975	13,706,975	5,040,707
<b>OPERATING REVENUE:</b>					
Occupancy Taxes - Gaylord	1,962,405	2,242,812	2,106,352	1,263,508	1,534,054
Occupancy Taxes - Great Wolf	499,584	-	-	-	-
Occupancy Taxes - All (1%)	2,836,114	2,965,201	2,814,858	1,674,203	2,050,059
Interest Income	186,823	79,413	75,000	48,785	50,000
Miscellaneous	(5,750)	3,440	-	27,407	75,000
<b>Total Operating Revenue</b>	<b>5,479,177</b>	<b>5,290,865</b>	<b>4,996,210</b>	<b>3,013,903</b>	<b>3,709,113</b>
<b>TRANSFERS IN:</b>	-	-	-	-	-
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>5,479,177</b>	<b>5,290,865</b>	<b>4,996,210</b>	<b>3,013,903</b>	<b>3,709,113</b>
<b>OPERATING EXPENDITURES:</b>					
Personnel	-	-	-	-	-
Supplies	100,263	101,199	100,000	-	60,000
Services	3,022,107	4,614,493	4,896,210	3,180,171	4,656,651
<b>Total Operating Expenditures</b>	<b>3,122,370</b>	<b>4,715,692</b>	<b>4,996,210</b>	<b>3,180,171</b>	<b>4,716,651</b>
<b>TRANSFERS OUT:</b>	-	-	-	8,500,000	-
<b>TOTAL EXPENDITURES AND TRANSFERS</b>	<b>3,122,370</b>	<b>4,715,692</b>	<b>4,996,210</b>	<b>11,680,171</b>	<b>4,716,651</b>
<b>SURPLUS / (DEFICIT)</b>	<b>2,356,807</b>	<b>575,173</b>	<b>-</b>	<b>(8,666,268)</b>	<b>(1,007,538)</b>
<b>ENDING FUND BALANCE:</b>	<b>13,131,802</b>	<b>13,706,975</b>	<b>13,706,975</b>	<b>5,040,707</b>	<b>4,033,169</b>
<b>RESERVES:</b>					
Reserved for Incentive Packages	4,700,000	4,700,000	4,700,000	4,700,000	4,033,169
<b>Total Reserves</b>	<b>4,700,000</b>	<b>4,700,000</b>	<b>4,700,000</b>	<b>4,700,000</b>	<b>4,033,169</b>
<b>UNRESERVED FUND BALANCE</b>	<b>8,431,802</b>	<b>9,006,975</b>	<b>9,006,975</b>	<b>340,707</b>	<b>0</b>

**CONVENTION AND LEISURE INCENTIVES FUND (215)**  
**REVENUE DETAIL**

<b>Account/Description</b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>	<b>Change from FY19 Actual</b>	<b>Change from FY20 Budget</b>
31707 Gaylord Promotion 1%	981,202	1,121,406	1,053,176	631,754	767,027	-32%	-27%
31708 Gaylord Marriott 1%	981,202	1,121,406	1,053,176	631,754	767,027	-32%	-27%
<b>OCC TAXES - GAYLORD</b>	<b>1,962,405</b>	<b>2,242,812</b>	<b>2,106,352</b>	<b>1,263,508</b>	<b>1,534,054</b>	<b>-32%</b>	<b>-27%</b>
31709 Great Wolf Lodge Promotion 1%	499,584	-	-	-	-		
<b>OCC TAXES - GREAT WOLF</b>	<b>499,584</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>		
31710 Hotel Tax Incentives 1%	2,836,114	2,965,201	2,814,858	1,674,203	2,050,059	-31%	-27%
<b>OCC TAXES - OTHER</b>	<b>2,836,114</b>	<b>2,965,201</b>	<b>2,814,858</b>	<b>1,674,203</b>	<b>2,050,059</b>	<b>-31%</b>	<b>-27%</b>
31710 Hotel Tax Incentives 1%	5,298,104	5,208,013	4,921,210	2,937,711	3,584,113	-31%	-27%
<b>HOTEL TAX INCENTIVE</b>	<b>5,298,104</b>	<b>5,208,013</b>	<b>4,921,210</b>	<b>2,937,711</b>	<b>3,584,113</b>	<b>-31%</b>	<b>-27%</b>
39230 Interest Earned	186,823	79,413	75,000	48,785	50,000	-37%	-33%
<b>INTEREST INCOME</b>	<b>186,823</b>	<b>79,413</b>	<b>75,000</b>	<b>48,785</b>	<b>50,000</b>	<b>-37%</b>	<b>-33%</b>
39250 Change In Investment Value	(5,750)	3,440	-	-	-	-100%	
34814 Sponsor Income	-	-	-	27,407	75,000		
<b>MISCELLANEOUS</b>	<b>(5,750)</b>	<b>3,440</b>	<b>-</b>	<b>27,407</b>	<b>75,000</b>	<b>2080%</b>	
<b>TOTAL CVB INCENTIVES REVENUE</b>	<b>5,479,177</b>	<b>5,290,865</b>	<b>4,996,210</b>	<b>3,013,903</b>	<b>3,709,113</b>	<b>-30%</b>	<b>-26%</b>

**FY 2020-21 APPROVED OPERATING BUDGET  
CONVENTION AND LEISURE INCENTIVES FUND  
215-225-001**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Supplies	100,263	101,199	100,000	-	60,000
Services	3,022,107	4,614,493	4,896,210	3,180,171	4,656,651
Transfers	-	-	-	8,500,000	-
<b>Total</b>	<b>3,122,370</b>	<b>4,715,692</b>	<b>4,996,210</b>	<b>11,680,171</b>	<b>4,716,651</b>

**OBJECTIVES**

- To incentivize and promote group convention and leisure business focusing on city-wide conventions, need dates and holiday patterns.
- Utilize international representation companies to increase visitation to Grapevine from international markets.
- Educate meeting planners on the benefits of the 215 incentive program.

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Number of bookings generated through financial incentives	N/A	84	85	88	95
Number of room nights booked through financial incentives	N/A	126,575	115,000	140,000	145,000
Economic impact of bookings with financial incentives	N/A	\$ 71M	\$ 72M	\$ 80M	\$ 84M
Economic impact of social, military, educational, religious and fraternal meetings booked	N/A	\$ 31M	\$ 38M	\$ 40M	\$ 42M
Number of total impressions for incentive marketing from print/digital/TV/radio	N/A	69M	100M	100M	100M

FY 2020-21 APPROVED OPERATING BUDGET  
FUND 116 - STORMWATER DRAINAGE

**- Budget At-A-Glance -**

REVENUE AND OTHER FINANCING SOURCES:	2018-19 Actual	2019-20 Budget	2019-20 Estimate	2020-21 Approved
Drainage Utility Fees	1,571,370	1,440,000	1,491,696	1,420,000
Interest Income	25,969	22,500	15,620	22,500
Interest Income - 2000 C.O.	8,017	7,500	2,852	7,500
Miscellaneous	1,302	0	38,396	0
<b>Total</b>	<b>1,606,659</b>	<b>1,470,000</b>	<b>1,548,563</b>	<b>1,450,000</b>
EXPENDITURES AND OTHER FINANCING USES:	2018-19 Actual	2019-20 Budget	2019-20 Estimate	2020-21 Approved
Personnel	509,938	559,846	517,037	544,184
Supplies	21,894	29,700	23,974	29,700
Maintenance	138,868	125,000	171,076	125,000
Services	198,377	204,525	26,291	206,792
Insurance	159,824	162,060	187,718	120,166
Transfers Out	112,059	112,000	99,012	108,750
Capital Outlay	342,343	210,000	562,365	210,000
<b>Total</b>	<b>1,483,303</b>	<b>1,403,131</b>	<b>1,587,473</b>	<b>1,344,592</b>
PERSONNEL SUMMARY: <sup>(1)</sup>	2018-19 Actual	2019-20 Budget	2019-20 Estimate	2020-21 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
<b>Total</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>

<sup>(1)</sup> In full-time equivalents

**FY 2020-21 APPROVED OPERATING BUDGET  
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE  
STORMWATER DRAINAGE UTILITY FUND**

	2017-18 Actual	2018-19 Actual	2019-20 Budget	2019-20 Estimate	2020-21 Approved
<b>BEGINNING FUND BALANCE:</b>	1,552,470	1,860,977	1,989,073	1,989,073	1,950,163
<b>OPERATING REVENUE:</b>					
Drainage Utility Fees	1,435,920	1,571,370	1,440,000	1,491,696	1,420,000
Interest Income	21,420	25,969	22,500	15,620	22,500
Interest Income - 2000 C.O.	5,899	8,017	7,500	2,852	7,500
Miscellaneous	(567)	1,302	-	38,396	-
<b>Total Operating Revenue</b>	<b>1,462,672</b>	<b>1,606,659</b>	<b>1,470,000</b>	<b>1,548,563</b>	<b>1,450,000</b>
<b>TRANSFERS IN:</b>	-	-	-	-	-
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>1,462,672</b>	<b>1,606,659</b>	<b>1,470,000</b>	<b>1,548,563</b>	<b>1,450,000</b>
<b>OPERATING EXPENDITURES:</b>					
Personnel	533,062	509,937	559,846	517,037	544,184
Supplies	19,676	21,894	29,700	23,974	29,700
Maintenance	115,988	138,868	125,000	171,076	125,000
Services	313,125	198,377	204,525	26,291	206,792
Insurance	-	159,824	162,060	187,718	120,166
Capital Outlay	62,911	342,343	210,000	562,365	210,000
<b>Total Operating Expenditures</b>	<b>1,044,762</b>	<b>1,371,243</b>	<b>1,291,131</b>	<b>1,488,461</b>	<b>1,235,842</b>
<b>TRANSFERS OUT:</b>					
Transfer to General Fund - Admin Fee	109,407	112,059	112,000	99,012	108,750
<b>Total Transfers Out</b>	<b>109,407</b>	<b>112,059</b>	<b>112,000</b>	<b>99,012</b>	<b>108,750</b>
<b>TOTAL EXPENDITURES AND TRANSFERS</b>	<b>1,154,169</b>	<b>1,483,302</b>	<b>1,403,131</b>	<b>1,587,473</b>	<b>1,344,592</b>
<b>SURPLUS / (DEFICIT)</b>	<b>308,503</b>	<b>123,357</b>	<b>66,869</b>	<b>(38,910)</b>	<b>105,408</b>
<b>ENDING FUND BALANCE:</b>	<b>1,860,977</b>	<b>1,989,073</b>	<b>2,055,942</b>	<b>1,950,163</b>	<b>2,055,571</b>
<b>FUND BALANCE REQUIREMENT:</b>	<b>189,284</b>	<b>243,262</b>	<b>230,113</b>	<b>260,346</b>	<b>220,513</b>

\* Fund balance requirement is 16.4% of total budgeted expenditures (60 days of operation).  
The FY 2020-21 projected Ending Fund Balance represents **607** days of operation.

**STORMWATER DRAINING UTILITY FUND (116)**  
**REVENUE DETAIL**

<b>Account/Description</b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>	<b>Change from FY19 Actual</b>	<b>Change from FY20 Budget</b>
<b>DRAINAGE UTILITY FEE</b>	<b>1,435,920</b>	<b>1,571,370</b>	<b>1,440,000</b>	<b>1,491,696</b>	<b>1,420,000</b>	<b>-10%</b>	<b>-1%</b>
39230 Interest Income	21,420	25,969	22,500	15,620	22,500	-13%	0%
39230 Interest Income	5,899	8,017	7,500	2,852	7,500	-6%	0%
<b>INTEREST INCOME</b>	<b>27,320</b>	<b>33,987</b>	<b>30,000</b>	<b>18,471</b>	<b>30,000</b>	<b>-12%</b>	<b>0%</b>
39210 Intergovernmental Revenue	-	-	-	37,389	-		
39250 Change In Investment Value	(567)	1,302	-	1,007	-	-100%	
<b>MISCELLANEOUS</b>	<b>(567)</b>	<b>1,302</b>	<b>-</b>	<b>38,396</b>	<b>-</b>	<b>-100%</b>	
<b>TOTAL STORMWATER DRAINING UTILITY FUND</b>	<b>1,462,672</b>	<b>1,606,659</b>	<b>1,470,000</b>	<b>1,548,563</b>	<b>1,450,000</b>	<b>-10%</b>	<b>-1%</b>

**FY 2020-21 APPROVED OPERATING BUDGET  
STORMWATER DRAINAGE UTILITY FUND  
DEPARTMENTAL SUMMARY**

<b><u>EXPENDITURES BY DIVISION</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Stormwater Drainage Utility System (SDUS) - Operations	1,154,169	1,483,302	1,403,131	1,587,473	1,344,592
<b>Total</b>	<b>1,154,169</b>	<b>1,483,302</b>	<b>1,403,131</b>	<b>1,587,473</b>	<b>1,344,592</b>

**POSITION SUMMARY BY DEPARTMENT**

**PERSONNEL - FULL TIME EQUIVALENTS (FTE)**

<b>SDUS - OPERATIONS</b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Street Foreman	1.0	1.0	1.0	1.0	1.0
Crew Leader	1.0	1.0	1.0	1.0	1.0
Equipment Operator III	2.0	2.0	2.0	2.0	2.0
Equipment Operator II	2.0	2.0	2.0	2.0	2.0
Equipment Operator I	1.0	1.0	1.0	1.0	1.0
GIS Engineer Specialist	1.0	1.0	1.0	1.0	1.0
<b>TOTAL FULL-TIME POSITIONS</b>	<b>8.0</b>	<b>8.0</b>	<b>8.0</b>	<b>8.0</b>	<b>8.0</b>

**FY 2020-21 APPROVED OPERATING BUDGET  
STORMWATER DRAINAGE UTILITY FUND  
SDUS - OPERATIONS DIVISION SUMMARY  
116-535-001**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Personnel	533,062	509,937	559,846	517,037	544,184
Supplies	19,676	21,894	29,700	23,974	29,700
Maintenance	115,988	138,868	125,000	171,076	125,000
Services	313,125	198,377	204,525	26,291	206,792
Insurance	-	159,824	162,060	187,718	120,166
Capital Outlay	62,911	342,343	210,000	562,365	210,000
Transfers	109,407	112,059	112,000	99,012	108,750
<b>Total</b>	<b>1,154,169</b>	<b>1,483,302</b>	<b>1,403,131</b>	<b>1,587,473</b>	<b>1,344,592</b>

**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.

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Ditch excavation (linear feet)	11,047	11,490	12,000	12,000	13,000
Reset reinforced concrete pipe (linear feet)	1305	510	800	800	700
Clean storm sewer structures (ea.)	953	787	950	950	900
Clean debris adjacent to bridges (times / year)	4	4	4	4	4
Sweeping miles	21,524	25,056	17,000	17,000	18,000

FY 2020-21 APPROVED OPERATING BUDGET  
 FUND 117 - CRIME CONTROL & PREVENTION

**- Budget At-A-Glance -**

	2018-19	2019-20	2019-20	2020-21	
REVENUE AND OTHER FINANCING SOURCES:	Actual	Budget	Estimate	Approved	
Sales Tax (1/2 cent)	14,563,884	14,808,290	12,501,687	12,290,880	
Commercial Vehicle Enforcement	80,510	107,000	49,503	107,000	
Interest Income	190,715	100,000	20,682	35,000	
Transfers In	3,056,630	3,406,824	3,406,824	5,363,892	
Miscellaneous	33,878	6,500	89,656	11,400	
<b>Total</b>	<b>17,925,617</b>	<b>18,428,614</b>	<b>16,068,352</b>	<b>17,808,172</b>	
EXPENDITURES AND OTHER FINANCING USES:	2018-19	2019-20	2019-20	2020-21	
	Actual	Budget	Estimate	Approved	
Personnel	12,939,302	13,379,045	13,158,261	12,957,073	
Supplies	574,091	566,339	491,584	566,339	
Maintenance	113,535	154,300	148,521	134,300	
Services	1,673,501	1,260,612	3,038,843	1,280,612	
Insurance	2,911,129	3,068,318	1,371,462	2,869,848	
Capital Outlay	0	0	44,985	0	
<b>Total</b>	<b>18,211,558</b>	<b>18,428,614</b>	<b>18,253,656</b>	<b>17,808,172</b>	
EXPENDITURES AND PERSONNEL BY PROGRAM:	2018-19	2019-20	2019-20	2020-21	Personnel <sup>(1)</sup>
	Actual	Budget	Estimate	Approved	
Uniform Operations	11,816,977	11,270,964	11,867,328	11,084,266	61.75
Criminal Investigations	2,440,574	2,867,929	2,276,404	2,426,371	23.00
Technical Services	3,006,479	3,231,403	3,189,019	3,243,455	31.00
Jail Operations	648,681	738,807	688,407	714,451	12.00
Commercial Vehicle Enforcement	298,848	319,511	232,499	310,901	3.25
<b>Total</b>	<b>18,211,558</b>	<b>18,428,614</b>	<b>18,253,657</b>	<b>17,779,444</b>	<b>131.00</b>

<sup>(1)</sup> In full-time equivalents

**FY 2020-21 APPROVED OPERATING BUDGET**  
**STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE**  
**CRIME CONTROL & PREVENTION DISTRICT**

	2017-18 Actual	2018-19 Actual	2019-20 Budget	2019-20 Estimate	2020-21 Approved
<b>BEGINNING FUND BALANCE:</b>	(343,841)	(759,398)	(1,045,343)	(1,045,343)	(3,230,648)
<b>OPERATING REVENUE:</b>					
Sales Tax (1/2 cent)	13,670,499	14,563,884	14,808,290	12,501,687	12,290,880
Commercial Vehicle Enforcement	106,396	80,510	107,000	49,503	107,000
Interest Income	64,703	187,402	100,000	20,682	35,000
Miscellaneous	28,316	33,878	6,500	89,656	11,400
<b>Total Operating Revenue</b>	<b>13,869,915</b>	<b>14,865,674</b>	<b>15,021,790</b>	<b>12,661,528</b>	<b>12,444,280</b>
<b>TRANSFERS IN:</b>					
Transfer from General Fund	2,235,000	3,056,630	3,406,824	3,406,824	5,363,892
<b>Total Transfers In</b>	<b>2,235,000</b>	<b>3,056,630</b>	<b>3,406,824</b>	<b>3,406,824</b>	<b>5,363,892</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>16,104,915</b>	<b>17,922,304</b>	<b>18,428,614</b>	<b>16,068,352</b>	<b>17,808,172</b>
<b>OPERATING EXPENDITURES:</b>					
Personnel	12,392,580	12,918,238	13,379,045	13,158,261	12,957,073
Supplies	518,211	573,055	566,339	491,584	566,339
Maintenance	200,695	113,535	154,300	148,521	134,300
Insurance	-	2,911,128	3,068,318	3,038,843	2,869,848
Services	3,408,984	1,674,119	1,260,612	1,371,462	1,280,612
Capital Outlay	-	-	-	44,985	-
<b>Total Operating Expenditures</b>	<b>16,520,470</b>	<b>18,190,075</b>	<b>18,428,614</b>	<b>18,253,656</b>	<b>17,808,172</b>
<b>TRANSFERS OUT:</b>					
Total Transfers Out	-	-	-	-	-
<b>TOTAL EXPENDITURES AND TRANSFERS</b>	<b>16,520,470</b>	<b>18,190,075</b>	<b>18,428,614</b>	<b>18,253,656</b>	<b>17,808,172</b>
<b>SURPLUS / (DEFICIT)</b>	<b>(415,555)</b>	<b>(267,771)</b>	<b>-</b>	<b>(2,185,305)</b>	<b>-</b>
<b>ENDING FUND BALANCE:</b>	<b>(759,398)</b>	<b>(1,045,343)</b>	<b>(1,045,343)</b>	<b>(3,230,648)</b>	<b>(3,230,648)</b>

**CRIME CONTROL & PREVENTION DISTRICT (117,217)**  
**REVENUE DETAIL**

Account/Description	2017-18 Actual	2018-19 Actual	2019-20 Budget	2019-20 Estimate	2020-21 Approved	Change from FY19 Actual	Change from FY20 Budget
31204 Sales Taxes	13,670,499	14,563,884	14,808,290	12,501,687	12,290,880	-16%	-17%
<b>SALES TAXES</b>	<b>13,670,499</b>	<b>14,563,884</b>	<b>14,808,290</b>	<b>12,501,687</b>	<b>12,290,880</b>	<b>-16%</b>	<b>-17%</b>
35206 Commercial Vehicle Enforcement	106,396	80,510	107,000	49,503	107,000	33%	0%
<b>COMM VEHICLE ENFORCEMENT</b>	<b>106,396</b>	<b>80,510</b>	<b>107,000</b>	<b>49,503</b>	<b>107,000</b>	<b>33%</b>	<b>0%</b>
<b>INTEREST INCOME</b>	<b>64,703</b>	<b>187,402</b>	<b>100,000</b>	<b>20,682</b>	<b>35,000</b>	<b>-81%</b>	<b>-65%</b>
35124 D/Fw Child Safety Fee	-	90	-	-	-	-100%	
35223 City Child Safety Fee	800	475	-	330	400	-16%	
35325 School Crossing Guard	-	6,967	-	2,967	4,500	-35%	
39210 Intergovernmental Revenues	20,742	13,605	-	16,671	-	-100%	
39211 Indirect Cost Recovery	-	-	-	65,342			
39999 Miscellaneous Revenues	6,774	12,741	6,500	4,346	6,500	-49%	0%
<b>MISCELLANEOUS</b>	<b>28,316</b>	<b>33,878</b>	<b>6,500</b>	<b>89,656</b>	<b>11,400</b>	<b>-66%</b>	<b>75%</b>
53100 Transfers In - General Fund	2,235,000	3,056,630	3,406,824	3,406,824	5,363,892	75%	57%
<b>TRANSFERS IN</b>	<b>2,235,000</b>	<b>3,056,630</b>	<b>3,406,824</b>	<b>3,406,824</b>	<b>5,363,892</b>	<b>75%</b>	<b>57%</b>
<b>TOTAL CCPD REVENUE</b>	<b>16,104,915</b>	<b>17,922,304</b>	<b>18,428,614</b>	<b>16,068,352</b>	<b>17,808,172</b>	<b>-1%</b>	<b>-3%</b>

**FY 2020-21 APPROVED OPERATING BUDGET  
CRIME CONTROL AND PREVENTION DISTRICT  
DEPARTMENTAL SUMMARY**

<b>EXPENDITURES BY DIVISION</b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Uniform Operations	10,628,438	11,816,979	11,270,964	11,867,328	11,100,745
Criminal Investigations	2,663,284	2,440,574	2,867,929	2,276,404	2,431,869
Technical Services	2,975,206	3,006,477	3,231,403	3,189,019	3,248,037
Jail Operations	2,562	648,782	738,807	688,407	716,010
Commercial Vehicle Enforcement	250,980	298,746	319,511	232,499	311,511
<b>Total</b>	<b>16,520,470</b>	<b>18,211,558</b>	<b>18,428,614</b>	<b>18,253,656</b>	<b>17,808,172</b>

**PERSONNEL - FULL TIME EQUIVALENTS (FTE)**

<b>POLICE</b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Police Captain	3.0	3.0	3.0	3.0	3.0
Lieutenant	4.0	4.0	4.0	4.0	4.0
Sergeant	12.0	12.0	12.0	12.0	12.0
Senior Officer	30.0	31.0	31.0	31.0	31.0
Police Officer	34.0	34.0	34.0	34.0	34.0
Jail Supervisor	1.0	1.0	1.0	1.0	1.0
Jailer	11.0	11.0	11.0	11.0	11.0
Public Safety Communications Manager	1.0	1.0	1.0	1.0	1.0
Dispatch Supervisor	3.0	3.0	3.0	3.0	3.0
Telecommunicator	14.0	14.0	14.0	14.0	14.0
Technical Services Specialist	1.0	1.0	1.0	1.0	2.0
Records Supervisor	1.0	-	-	-	-
Records Specialist	5.0	5.0	5.0	5.0	5.0
Crime Scene Technician II	2.0	2.0	2.0	2.0	2.0
Crime Analyst	1.0	1.0	1.0	1.0	1.0
Warrant Clerk	1.0	1.0	1.0	1.0	-
Secretary	4.0	4.0	4.0	4.0	4.0
Records & Property Manager	1.0	1.0	1.0	1.0	1.0
Property/Evidence Technician	2.0	2.0	2.0	2.0	2.0
<b>TOTAL FULL-TIME POSITIONS</b>	<b>131.0</b>	<b>131.0</b>	<b>131.0</b>	<b>131.0</b>	<b>131.0</b>

**FY 2020-21 APPROVED OPERATING BUDGET  
 CRIME CONTROL AND PREVENTION DISTRICT  
 UNIFORM OPERATIONS DIVISION SUMMARY  
 117-209-002**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Personnel	8,051,813	7,808,649	7,590,285	8,004,184	7,614,859
Supplies	338,948	242,825	207,392	182,017	207,392
Maintenance	1,724	1,050	5,000	(6,036)	5,000
Services	2,235,953	892,865	439,484	690,139	439,484
Insurance	-	2,871,590	3,028,803	2,997,024	2,834,010
<b>Total</b>	<b>10,628,438</b>	<b>11,816,979</b>	<b>11,270,964</b>	<b>11,867,328</b>	<b>11,100,745</b>

**OBJECTIVES**

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

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Calls for Service	47,751	43,402	86,000	73,639	86,000
Traffic Stops	45,000	27,566	30,000	30,000	30,000
Traffic Citations	13,269	11,705	14,000	14,000	14,000
DWI Arrests	350	321	350	350	350

**FY 2020-21 APPROVED OPERATING BUDGET  
 CRIME CONTROL AND PREVENTION DISTRICT  
 CRIMINAL INVESTIGATIONS DIVISION SUMMARY  
 117-209-003**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Personnel	2,224,975	2,310,171	2,762,029	2,171,704	2,325,969
Supplies	29,094	29,457	28,200	24,531	28,200
Services	409,215	100,946	77,700	80,168	77,700
<b>Total</b>	<b>2,663,284</b>	<b>2,440,574</b>	<b>2,867,929</b>	<b>2,276,403</b>	<b>2,431,869</b>

**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.

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Follow-up investigation for 100% of all applicable arrests	1,300	1,387	1,200	1,200	1,200
Follow-up investigation for 100% of all high solvability cases	1,720	1,720	1,650	1,650	1,650
Track all registered sex offenders in the city to ensure compliance.	18	18	15	15	15

**FY 2020-21 APPROVED OPERATING BUDGET**  
**CRIME CONTROL AND PREVENTION DISTRICT**  
**TECHNICAL SERVICES DIVISION SUMMARY**  
**117-209-004**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Personnel	1,862,403	1,937,271	2,071,723	2,124,530	2,088,357
Supplies	149,814	284,234	290,832	268,284	290,832
Maintenance	198,971	112,485	143,300	154,557	123,300
Services	764,018	672,487	725,548	596,664	745,548
Capital Outlay	-	-	-	44,985	-
<b>Total</b>	<b>2,975,206</b>	<b>3,006,477</b>	<b>3,231,403</b>	<b>3,189,020</b>	<b>3,248,037</b>

**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
- 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
- 
- 
- 

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Average response time for all Priority 1 calls (minutes)	3:00	1:42	3:00	3:00	3:00
Average response time for non-emergency calls (minutes)	4:00	5:25	6:00	6:00	6:00
Education programs conducted	7	3	5	5	5

**FY 2020-21 APPROVED OPERATING BUDGET  
 CRIME CONTROL AND PREVENTION DISTRICT  
 JAIL OPERATIONS DIVISION SUMMARY  
 117-209-008**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Personnel	2,562	625,539	693,582	668,010	670,785
Supplies	-	17,115	36,245	16,482	36,245
Services	-	6,128	8,980	3,915	8,980
<b>Total</b>	<b>2,562</b>	<b>648,782</b>	<b>738,807</b>	<b>688,407</b>	<b>716,010</b>

**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.

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Hourly check of inmates	N/A	8,760	8,500	8,700	8,700
Weekly jail inspection and daily checks	N/A	417	417	417	417
Inmate evacuation drills	N/A	12	12	12	12

**FY 2020-21 APPROVED OPERATING BUDGET  
 CRIME CONTROL AND PREVENTION DISTRICT  
 COMMERCIAL VEHICLE ENFORCEMENT DIVISION SUMMARY  
 217-209-009**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Personnel	250,827	257,672	261,426	189,833	257,103
Supplies	355	462	3,670	270	3,670
Maintenance	-	-	6,000	-	6,000
Services	(202)	1,074	8,900	577	8,900
Insurance	-	39,538	39,515	41,818	35,838
<b>Total</b>	<b>250,980</b>	<b>298,746</b>	<b>319,511</b>	<b>232,498</b>	<b>311,511</b>

**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.).

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Commercial Vehicle Enforcement Revenue	\$121,186	\$121,186	\$150,000	\$49,503	\$107,000

**FY 2020-21 APPROVED OPERATING BUDGET  
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE  
LAKE PARKS SPECIAL REVENUE FUND**

	2017-18 Actual	2018-19 Actual	2019-20 Budget	2019-20 Estimate	2020-21 Approved
<b>BEGINNING FUND BALANCE:</b>	(2,359,485)	(2,290,551)	(3,418,748)	(3,418,748)	(4,496,978)
<b>OPERATING REVENUE:</b>					
Boat Ramp Fees	97,783	61,037	92,800	137,371	50,000
Pavilion Fees	67,153	42,525	56,000	14,160	56,000
Camping Fees	1,947,840	923,070	2,240,000	1,544,417	2,260,000
Entrance Fees	234,154	89,260	155,000	238,552	205,000
Recreation Fees	125,966	153,212	338,000	176,035	298,000
Merchandise and Other Sales	68,895	63,853	88,000	146,827	101,000
<b>Total Operating Revenue</b>	<b>2,541,791</b>	<b>1,332,958</b>	<b>2,969,800</b>	<b>2,257,361</b>	<b>2,970,000</b>
<b>TRANSFERS IN:</b>	-	-	-	-	-
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>2,541,791</b>	<b>1,332,958</b>	<b>2,969,800</b>	<b>2,257,361</b>	<b>2,970,000</b>
<b>OPERATING EXPENDITURES:</b>					
Personnel	286,052	380,182	440,402	470,220	377,262
Supplies	206,257	137,688	184,250	201,314	178,150
Maintenance	261,517	475,584	301,750	386,732	310,750
Services	1,489,300	1,193,851	1,062,416	1,444,847	1,092,029
Insurance	-	56,853	86,629	85,185	79,603
Capital Outlay	15,629	58,318	156,000	57,400	152,000
<b>Total Operating Expenditures</b>	<b>2,258,755</b>	<b>2,302,476</b>	<b>2,231,447</b>	<b>2,645,698</b>	<b>2,189,794</b>
<b>TRANSFERS OUT:</b>					
Transfer to General Fund - Admin Fee	163,088	107,023	689,893	689,893	689,893
<b>Total Transfers Out</b>	<b>163,088</b>	<b>107,023</b>	<b>689,893</b>	<b>689,893</b>	<b>689,893</b>
<b>TOTAL EXPENDITURES AND TRANSFERS</b>	<b>2,421,843</b>	<b>2,409,499</b>	<b>2,921,340</b>	<b>3,335,591</b>	<b>2,879,687</b>
<b>SURPLUS / (DEFICIT)</b>	<b>119,948</b>	<b>(1,076,541)</b>	<b>48,460</b>	<b>(1,078,230)</b>	<b>90,313</b>
<b>ENDING FUND BALANCE:</b>	<b>(2,290,551)</b>	<b>(3,418,748)</b>	<b>(3,370,288)</b>	<b>(4,496,978)</b>	<b>(4,406,665)</b>

**LAKE PARKS FUND (119)**  
**REVENUE DETAIL**

<b>Account/Description</b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>	<b>Change from FY19 Actual</b>	<b>Change from FY20 Budget</b>
34141 Boat Ramp Fees	93,103	58,112	40,000	130,102	-	-100%	-100%
34141 Boat Ramp Fees	-	-	17,400	-	12,000		-31%
34141 Boat Ramp Fees	-	-	18,000	-	21,000		17%
34141 Boat Ramp Fees	-	-	2,900	-	5,000		72%
34141 Boat Ramp Fees	4,680	2,925	11,600	850	7,000	139%	-40%
34141 Boat Ramp Fees	-	-	2,900	-	5,000		72%
<b>BOAT RAMP FEES</b>	<b>97,783</b>	<b>61,037</b>	<b>92,800</b>	<b>137,371</b>	<b>50,000</b>	<b>-18%</b>	<b>-46%</b>
34142 Pavilion Fees	67,153	39,395	-	2,350	-	-100%	
34142 Pavilion Fees	-	685	11,000	3,775	11,000	1506%	0%
34142 Pavilion Fees	-	2,445	30,000	8,035	30,000	1127%	0%
34142 Pavilion Fees	-	-	15,000	-	15,000		0%
<b>PAVILION FEES</b>	<b>67,153</b>	<b>42,525</b>	<b>56,000</b>	<b>14,160</b>	<b>56,000</b>	<b>32%</b>	<b>0%</b>
34143 Camping Fees	(416,526)	122,902	-	793,592	-	-100%	
34143 Camping Fees	2,352,278	791,333	2,200,000	714,021	2,220,000	181%	1%
34143 Camping Fees	12,088	8,834	40,000	36,804	40,000	353%	0%
<b>CAMPING FEES</b>	<b>1,947,840</b>	<b>923,070</b>	<b>2,240,000</b>	<b>1,544,417</b>	<b>2,260,000</b>	<b>145%</b>	<b>1%</b>
34144 Entrance Fees	54,914	10,778	-	-	-	-100%	
34144 Entrance Fees	85,977	46,963	75,000	123,360	75,000	60%	0%
34144 Entrance Fees	-	-	5,000	-	5,000		0%
34144 Entrance Fees	93,263	31,519	75,000	112,532	125,000	297%	67%
<b>ENTRANCE FEES</b>	<b>234,154</b>	<b>89,260</b>	<b>155,000</b>	<b>238,552</b>	<b>205,000</b>	<b>130%</b>	<b>32%</b>
34145 Recreation Fees	63,326	49,563	10,000	(10)	10,000	-80%	0%
34145 Recreation Fees	875	447	5,000	-	5,000	1019%	0%
34145 Recreation Fees	55,186	82,788	320,000	17,758	210,000	154%	-34%
34145 Recreation Fees	-	6,735	-	84,313	-	-100%	
34145 Go Wild Program Revenue	-	810	2,000	(26)	500	-38%	-75%
34146 Dove Creek Day Camp	-	-	-	71,447			
34146 Go Wild Field Trip Revenue	-	2,824	1,000	1,247	2,500	-11%	150%
34312 Lake Parks Event Fees	6,579	10,046	-	1,305	70,000	597%	
<b>RECREATION FEES</b>	<b>125,966</b>	<b>153,212</b>	<b>338,000</b>	<b>176,035</b>	<b>298,000</b>	<b>95%</b>	<b>-12%</b>
39951 Sale Of Merchandise	63,238	46,847	-	141,939	-	-100%	
39951 Sale Of Merchandise	70	49	5,000	-	5,000	10054%	0%
39951 Sale Of Merchandise	-	-	58,000	-	60,000		3%
39951 Sale Of Merchandise	519	699	-	-	11,000	1473%	
39995 (Over)/Short	(242)	831	-	(2,917)	-	-100%	
39999 Miscellaneous Income	5,310	14,267	25,000	2,480	25,000	75%	0%
39999 Miscellaneous Income	-	927	-	750	-	-100%	
39999 Miscellaneous Income	-	233	-	4,575	-	-100%	
<b>MISCELLANEOUS AND OTHER SALES</b>	<b>68,895</b>	<b>63,853</b>	<b>88,000</b>	<b>146,827</b>	<b>101,000</b>	<b>58%</b>	<b>15%</b>
<b>TOTAL LAKE PARKS REVENUE</b>	<b>2,541,791</b>	<b>1,332,958</b>	<b>2,969,800</b>	<b>2,257,361</b>	<b>2,970,000</b>	<b>123%</b>	<b>0%</b>

**FY 2020-21 APPROVED OPERATING BUDGET  
LAKE PARKS FUND  
DEPARTMENTAL SUMMARY**

<b>EXPENDITURES BY DIVISION</b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Lake Parks Administration	881,002	837,327	1,351,079	1,600,619	1,290,276
Rockledge	83,572	71,440	65,700	66,537	65,700
Katie's Woods	32,842	49,597	37,000	146,120	37,000
Vineyards Campgrounds & Cabins	881,922	911,404	923,000	850,481	929,000
Oak Grove	61,444	99,921	57,300	120,380	71,300
McPherson Slough	32,490	25,488	38,700	44,086	39,700
Lakeview	56,192	37,213	53,700	54,183	51,700
Meadowmere	443,397	419,979	382,861	449,519	383,061
Disaster Recovery	-	1,745	-	-	-
Go Wild Education	-	7,037	12,000	3,666	11,950
<b>Total</b>	<b>2,472,861</b>	<b>2,461,151</b>	<b>2,921,340</b>	<b>3,335,591</b>	<b>2,879,687</b>

**PERSONNEL - FULL TIME EQUIVALENTS (FTE)**

<b>LAKE PARKS FUND</b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Park Event Manager	0.5	0.5	1.0	1.0	1.0
Campground Supervisor	1.0	1.0	1.0	1.0	1.0
Park Crew Worker	1.0	1.0	1.0	1.0	1.0
Outdoor Program Coordinator	-	1.0	1.0	1.0	1.0
Environmental Education Coordinator	-	-	1.0	1.0	1.0
<b>TOTAL FULL-TIME POSITIONS</b>	<b>2.5</b>	<b>3.5</b>	<b>5.0</b>	<b>5.0</b>	<b>5.0</b>

**FY 2020-21 APPROVED OPERATING BUDGET**  
**LAKE PARKS FUND**  
**LAKE PARKS ADMINISTRATION DIVISION SUMMARY**  
**119-312-009**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Personnel	237,064	323,182	341,341	478,743	278,201
Supplies	26,214	21,161	24,100	45,620	28,600
Maintenance	5,578	3,435	2,000	7,147	500
Services	449,058	325,673	207,116	320,759	213,479
Insurance	-	56,853	86,629	58,457	79,603
Transfers	163,088	107,023	689,893	689,893	689,893
<b>Total</b>	<b>881,002</b>	<b>837,327</b>	<b>1,351,079</b>	<b>1,600,619</b>	<b>1,290,276</b>

**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 subsidization of non campground parks.
- Develop additional lake park recreation programs & opportunities to maximize participation & revenue opportunities
- Provide outdoor learning experiences for GCISD and surrounding districts to enhance awareness and good stewardship of Grapevine parks and natural environment

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Campground occupancy rate	72%	29%	72%	50% *	72%
Annual boat ramp passes sold (resident / non-resident)	421 / 122	424 / 122	550 / 225	150 / 80 *	550 / 250
Pavilion rentals / revenue	206 / \$47,783	123	250 / \$60,000	00 / \$25,000 *	250 / \$60,000
Lake Parks revenue	\$2,541,791	\$1,506,311	\$2,575,000	\$1,500,000 *	\$2,600,000
Lake Park Recreation Program participation	5,907	4,323	NA***	NA***	NA
Outdoor Rec rentals / revenue	\$15,000	\$12,398	\$20,000	\$5,000 *	\$20,000
Outdoor Program participation	N/A	NA	7,500	1 000 *	8,000
Environmental Education Program Participation/Field Trips	NA	NA	2,000 / 12	250 / 4 **	800/10

\* Decreases due to flood impact / extended closures from COVID-19

\*\* All Spring / Summer field trips and programs canceled

\*\*\* Changing performance indicator into two more area specific targets

\*\*\*\* Data not available at this time

**FY 2020-21 APPROVED OPERATING BUDGET  
 LAKE PARKS FUND  
 ROCKLEDGE DIVISION SUMMARY  
 119-312-001**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Personnel					
Supplies	3,019	248	3,950	-	2,950
Maintenance	1,134	293	8,250	-	9,250
Services	79,419	70,899	53,500	66,537	53,500
<b>Total</b>	<b>83,572</b>	<b>71,440</b>	<b>65,700</b>	<b>66,537</b>	<b>65,700</b>

---

**FY 2020-21 APPROVED OPERATING BUDGET  
LAKE PARKS FUND  
KATIE'S WOODS DIVISION SUMMARY  
119-312-002**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Supplies	-	184	5,500	3,271	4,000
Maintenance	411	17,324	11,000	81,667	13,000
Services	32,431	32,089	20,500	61,182	20,000
<b>Total</b>	<b>32,842</b>	<b>49,597</b>	<b>37,000</b>	<b>146,120</b>	<b>37,000</b>

**FY 2020-21 APPROVED OPERATING BUDGET**  
**LAKE PARKS FUND**  
**VINEYARDS DIVISION SUMMARY**  
**119-312-003**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Personnel	550	4,168	-	1,191	-
Supplies	121,308	78,608	91,000	104,643	90,000
Maintenance	72,429	283,479	165,000	147,518	169,000
Services	672,006	493,796	607,000	597,129	610,000
Capital Outlay	15,629	51,353	60,000	-	60,000
<b>Total</b>	<b>881,922</b>	<b>911,404</b>	<b>923,000</b>	<b>850,481</b>	<b>929,000</b>

**FY 2020-21 APPROVED OPERATING BUDGET**  
**LAKE PARKS FUND**  
**OAK GROVE DIVISION SUMMARY**  
**119-312-004**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Supplies	635	1,164	1,000	6,711	-
Maintenance	10,455	6,553	7,500	9,514	7,500
Services	50,354	85,239	33,800	78,755	53,800
Capital Outlay	-	6,965	15,000	25,400	10,000
<b>Total</b>	<b>61,444</b>	<b>99,921</b>	<b>57,300</b>	<b>120,380</b>	<b>71,300</b>

**FY 2020-21 APPROVED OPERATING BUDGET  
 LAKE PARKS FUND  
 MCPHERSON SLOUGH DIVISION SUMMARY  
 119-312-005**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Supplies	579	181	500	2,995	-
Maintenance	-	-	3,500	1,770	3,500
Services	31,911	25,307	19,700	32,971	20,200
Capital Outlay	-	-	15,000	6,350	16,000
<b>Total</b>	<b>32,490</b>	<b>25,488</b>	<b>38,700</b>	<b>44,086</b>	<b>39,700</b>

**FY 2020-21 APPROVED OPERATING BUDGET**  
**LAKE PARKS FUND**  
**LAKEVIEW DIVISION SUMMARY**  
**119-312-006**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Supplies	2,169	348	4,500	2,982	2,500
Maintenance	16,523	17,476	11,000	5,212	11,000
Services	37,500	19,389	18,200	39,639	18,200
Capital Outlay	-	-	20,000	6,350	20,000
<b>Total</b>	<b>56,192</b>	<b>37,213</b>	<b>53,700</b>	<b>54,183</b>	<b>51,700</b>

**FY 2020-21 APPROVED OPERATING BUDGET**  
**LAKE PARKS FUND**  
**MEADOWMERE DIVISION SUMMARY**  
**119-312-007**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Personnel	98,131	100,772	99,061	75,101	99,061
Supplies	52,333	31,038	44,300	31,278	40,000
Maintenance	156,312	147,636	93,500	130,441	97,000
Services	136,621	140,533	100,000	193,399	101,000
Capital Outlay	-	-	46,000	19,300	46,000
<b>Total</b>	<b>443,397</b>	<b>419,979</b>	<b>382,861</b>	<b>449,519</b>	<b>383,061</b>

---

**FY 2020-21 APPROVED OPERATING BUDGET**  
**LAKE PARKS FUND**  
**GO WILD EDUCATION**  
**119-312-010**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Supplies	-	4,756	9,400	3,596	10,100
Services	-	2,281	2,600	70	1,850
<b>Total</b>	<b>-</b>	<b>7,037</b>	<b>12,000</b>	<b>3,666</b>	<b>11,950</b>

FY 2020-21 APPROVED OPERATING BUDGET  
FUND 120 - 4B TRANSIT

**- Budget At-A-Glance -**

REVENUE AND OTHER FINANCING SOURCES:	2018-19 Actual	2019-20 Budget	2019-20 Estimate	2020-21 Approved
Sales Tax	10,476,439	11,106,218	8,978,634	9,218,161
Interest Income	8,176	10,000	5,957	10,000
<b>Total</b>	<b>10,484,616</b>	<b>11,116,218</b>	<b>8,984,591</b>	<b>9,228,161</b>
EXPENDITURES AND OTHER FINANCING USES:	2018-19 Actual	2019-20 Budget	2019-20 Estimate	2020-21 Approved
Contractual Services	10,046,960	10,641,732	8,642,110	8,754,020
Transfers	429,479	464,486	336,524	464,141
<b>Total</b>	<b>10,476,439</b>	<b>11,106,218</b>	<b>8,978,634</b>	<b>9,218,161</b>

**FY 2020-21 APPROVED OPERATING BUDGET**  
**STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE**  
**4B TRANSIT FUND**

	2017-18 Actual	2018-19 Actual	2019-20 Budget	2019-20 Estimate	2020-21 Approved
<b>BEGINNING FUND BALANCE:</b>	357	8,784	16,961	16,961	22,918
<b>OPERATING REVENUE:</b>					
Sales Tax	9,815,379	10,476,439	11,106,218	8,978,634	9,218,161
Interest Income	8,427	8,176	10,000	5,957	10,000
Total Operating Revenue	9,823,806	10,484,616	11,116,218	8,984,591	9,228,161
<b>TRANSFERS IN:</b>					
Total Transfers In	-	-	-	-	-
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>9,823,806</b>	<b>10,484,616</b>	<b>11,116,218</b>	<b>8,984,591</b>	<b>9,228,161</b>
<b>OPERATING EXPENDITURES:</b>					
Contractual Services - Trinity Metro	9,466,562	10,046,960	10,641,732	8,642,110	8,754,020
Total Operating Expenditures	9,466,562	10,046,960	10,641,732	8,642,110	8,754,020
<b>TRANSFERS OUT:</b>					
Transfer to Visitor Shuttle Fund	348,816	429,479	464,486	336,524	464,141
Total Transfers Out	348,816	429,479	464,486	336,524	464,141
<b>TOTAL EXPENDITURES AND TRANSFERS</b>	<b>9,815,378</b>	<b>10,476,439</b>	<b>11,106,218</b>	<b>8,978,634</b>	<b>9,218,161</b>
<b>SURPLUS / (DEFICIT)</b>	<b>8,428</b>	<b>8,177</b>	<b>10,000</b>	<b>5,957</b>	<b>10,000</b>
<b>ENDING FUND BALANCE:</b>	<b>8,784</b>	<b>16,961</b>	<b>26,961</b>	<b>22,918</b>	<b>32,918</b>

**4B TRANSIT FUND (120)  
REVENUE DETAIL**

Description	2017-18 Actual	2018-19 Actual	2019-20 Budget	2019-20 Estimate	2020-21 Approved	Change	Change
						from FY19 Actual	from FY20 Budget
SALES TAX	9,815,379	10,476,439	11,106,218	8,978,634	9,218,161	-12%	-17%
INTEREST INCOME	8,427	8,176	10,000	5,957	10,000	22%	0%
<b>TOTAL 4B TRANSIT</b>	<b>9,823,806</b>	<b>10,484,616</b>	<b>11,116,218</b>	<b>8,984,591</b>	<b>9,228,161</b>	<b>-12%</b>	<b>-17%</b>

---

**FY 2020-21 APPROVED OPERATING BUDGET**  
**4B ECONOMIC DEVELOPMENT FUNDS**  
**DEPARTMENTAL SUMMARY**

<b><u>EXPENDITURES BY DIVISION</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
4B Transit (Trinity Metro)	9,815,378	10,476,439	11,106,218	8,978,634	9,218,161
<b>Total</b>	<b>9,815,378</b>	<b>10,476,439</b>	<b>11,106,218</b>	<b>8,978,634</b>	<b>9,218,161</b>

**FY 2020-21 APPROVED OPERATING BUDGET**  
**4B ECONOMIC DEVELOPMENT FUNDS**  
**4B TRANSIT SUMMARY**  
**FUND 120**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Services	9,466,562	10,046,960	10,641,732	8,642,110	8,754,020
Transfers	348,816	429,479	464,486	336,524	464,141
<b>Total</b>	<b>9,815,378</b>	<b>10,476,439</b>	<b>11,106,218</b>	<b>8,978,634</b>	<b>9,218,161</b>

**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.

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Contractual payments to Trinity Metro	\$9,077,750	\$9,466,562	\$10,389,140	\$8,642,110	\$8,754,020
Transfers to Grapevine Visitor Shuttle system	\$348,816	\$429,479	\$464,486	\$336,524	\$464,141

FY 2020-21 APPROVED OPERATING BUDGET  
FUNDS 122 & 124 - ECONOMIC DEVELOPMENT

**- Budget At-A-Glance -**

REVENUE AND OTHER FINANCING SOURCES:	2018-19 Actual	2019-20 Budget	2019-20 Estimate	2020-21 Approved
Sales Tax	4,393,875	4,402,073	3,872,769	3,772,720
Interest Income	144,128	125,000	104,318	110,000
Miscellaneous	4,232,422	0	1,409,926	0
<b>Total</b>	<b>8,770,425</b>	<b>4,527,073</b>	<b>5,387,013</b>	<b>3,882,720</b>
EXPENDITURES AND OTHER FINANCING USES:	2018-19 Actual	2019-20 Budget	2019-20 Estimate	2020-21 Approved
Personnel	512,099	523,466	523,165	533,637
Supplies	9,234	6,300	26,376	5,600
Maintenance	6,712	0	16,132	0
Services	706,396	2,231,816	2,672,874	1,600,619
Insurance	66,293	58,097	56,816	51,141
Transfers Out	1,736,070	1,707,394	1,707,394	1,691,723
<b>Total</b>	<b>3,036,804</b>	<b>4,527,073</b>	<b>5,002,757</b>	<b>3,882,720</b>
PERSONNEL SUMMARY: <sup>(1)</sup>	2018-19 Actual	2019-20 Budget	2019-20 Estimate	2020-21 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
<b>Total</b>	<b>3.500</b>	<b>3.500</b>	<b>3.500</b>	<b>3.500</b>

<sup>(1)</sup> In full-time equivalents

**FY 2020-21 APPROVED OPERATING BUDGET  
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE  
ECONOMIC DEVELOPMENT FUND (122, 124)**

	2017-18 Actual	2018-19 Actual	2019-20 Budget	2019-20 Estimate	2020-21 Approved
<b>BEGINNING FUND BALANCE:</b>	17,500,237	5,201,059	5,773,970	5,773,970	6,158,225
<b>OPERATING REVENUE:</b>					
Sales Tax	4,256,509	4,393,875	4,402,073	3,872,769	3,653,721
Interest Income	179,326	144,127	125,000	104,318	110,000
Miscellaneous	16,930,000	4,232,422	-	1,409,926	-
<b>Total Operating Revenue</b>	<b>21,365,834</b>	<b>8,770,425</b>	<b>4,527,073</b>	<b>5,387,012</b>	<b>3,763,721</b>
<b>TRANSFERS IN:</b>	627,905	-	-	-	-
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>21,993,739</b>	<b>8,770,425</b>	<b>4,527,073</b>	<b>5,387,012</b>	<b>3,763,721</b>
<b>OPERATING EXPENDITURES:</b>					
Personnel Services	487,265	512,099	523,466	523,165	533,637
Supplies	6,678	9,233	6,300	26,376	5,600
Maintenance	-	6,712	-	16,132	-
Services	1,098,204	707,735	2,231,816	2,672,874	1,481,620
Insurance	-	66,293	58,097	56,816	51,141
Debt Service	17,212,082	-	-	-	-
<b>Total Operating Expenditures</b>	<b>18,804,229</b>	<b>1,302,072</b>	<b>2,819,679</b>	<b>3,295,363</b>	<b>2,071,998</b>
<b>TRANSFERS OUT</b>	14,591,741	1,736,070	1,707,394	1,707,394	1,691,723
<b>TOTAL EXPENDITURES AND TRANSFERS</b>	<b>33,395,970</b>	<b>3,038,142</b>	<b>4,527,073</b>	<b>5,002,757</b>	<b>3,763,721</b>
<b>SURPLUS / (DEFICIT)</b>	<b>(11,402,231)</b>	<b>5,732,283</b>	<b>-</b>	<b>384,255</b>	<b>-</b>
<b>ENDING FUND BALANCE AVAILABLE:</b>	<b>5,201,059</b>	<b>5,773,970</b>	<b>5,773,970</b>	<b>6,158,225</b>	<b>6,158,225</b>

**ECONOMIC DEVELOPMENT FUNDS (122,124)**  
**REVENUE DETAIL**

<b>Account/Description</b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>	<b>Change from FY19 Actual</b>	<b>Change from FY20 Budget</b>
<b>SALES TAX</b>	<b>4,256,509</b>	<b>4,393,875</b>	<b>4,402,073</b>	<b>3,872,769</b>	<b>3,653,721</b>	<b>-17%</b>	<b>-17%</b>
39230 Interest Income	75,803	-	-	-	-		
39250 Change In Investment Value	(3,526)	-	-	-	-		
39230 Interest Income	107,049	144,127	125,000	104,318	110,000	-24%	-12%
<b>INTEREST INCOME</b>	<b>179,326</b>	<b>144,127</b>	<b>125,000</b>	<b>104,318</b>	<b>110,000</b>	<b>-24%</b>	<b>-12%</b>
53122 Transfers From 4B Capital	2,458,550	-	-	-	-		
53177 Transfers From 4B Capital	627,905	-	-	-	-		
<b>TRANSFERS IN</b>	<b>3,086,455</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>		
39998 Other Financing Sources	16,930,000	-	-	-	-		
<b>BOND</b>	<b>16,930,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>		
39950 Sale Of Capital Assets	-	4,208,462	-	1,326,216	-	-100%	
39999 Miscellaneous Revenues	-	23,960	-	83,710	-	-100%	
<b>MISCELLANEOUS</b>	<b>-</b>	<b>4,232,422</b>	<b>-</b>	<b>1,409,926</b>	<b>-</b>	<b>-100%</b>	
<b>TOTAL ECONOMIC DEV</b>	<b>24,452,290</b>	<b>8,770,425</b>	<b>4,527,073</b>	<b>5,387,012</b>	<b>3,763,721</b>	<b>-57%</b>	<b>-17%</b>

**FY 2020-21 APPROVED OPERATING BUDGET  
4B ECONOMIC DEVELOPMENT FUNDS  
DEPARTMENTAL SUMMARY**

<b><u>EXPENDITURES BY DIVISION</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Administration	33,395,970	3,038,142	4,527,073	5,002,757	3,763,721
<b>Total</b>	<b>33,395,970</b>	<b>3,038,142</b>	<b>4,527,073</b>	<b>5,002,757</b>	<b>3,763,721</b>

**PERSONNEL - FULL TIME EQUIVALENTS (FTE)**

<b><u>ECONOMIC DEVELOPMENT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Director of Economic Development	1.0	1.0	1.0	1.0	1.0
Development Manager	1.0	1.0	1.0	2.0	2.0
Economic Development Coordinator	1.0	1.0	1.0	-	-
Administrative Secretary	0.5	0.5	0.5	0.5	0.5
<b>TOTAL ECONOMIC DEVELOPMENT</b>	<b>3.5</b>	<b>3.5</b>	<b>3.5</b>	<b>3.5</b>	<b>3.5</b>

**FY 2020-21 APPROVED OPERATING BUDGET  
4B CAPITAL IMPROVEMENTS AND  
4B ECONOMIC DEVELOPMENT SUMMARY  
FUNDS 122 AND 124**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Personnel Services	487,265	512,099	523,466	523,165	533,637
Supplies	6,678	9,233	6,300	26,376	5,600
Maintenance	-	6,712	-	16,132	-
Services	1,098,204	707,735	2,231,816	2,672,874	1,481,620
Insurance	-	66,293	58,097	56,816	51,141
Transfers	14,591,741	1,736,070	1,707,394	1,707,394	1,691,723
Bond Expense	17,212,082	-	-	-	-
<b>Total</b>	<b>33,395,970</b>	<b>3,038,142</b>	<b>4,527,073</b>	<b>5,002,757</b>	<b>3,763,721</b>

**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.

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
<b>Support Targeted real estate development:</b>					
- Complete a market and site context analysis on 185 acre City owned tract	1	1	0	0	1
<b>Business retention and new business development:</b>					
- Local business visits	45	50	100	100	120
- Broker meetings	10	10	20	20	30
- Presentations to Chamber of Commerce and ED partnership meetings	12	12	12	12	12
- Network and retention events attended	18	15	18	18	20
- Leads obtained from network and retention events	35	50	35	35	60
- Trade shows attended	5	5	5	5	5
- Social media posts	1,000	250	200	200	300
<b>Market analysis and trends:</b>					
- Retail and transit oriented development study	1	0	0	0	1

CITY OF GRAPEVINE, TEXAS  
 FY 2020-21 APPROVED OPERATING BUDGET  
 SUMMARY TABLE OF ALL FUNDS

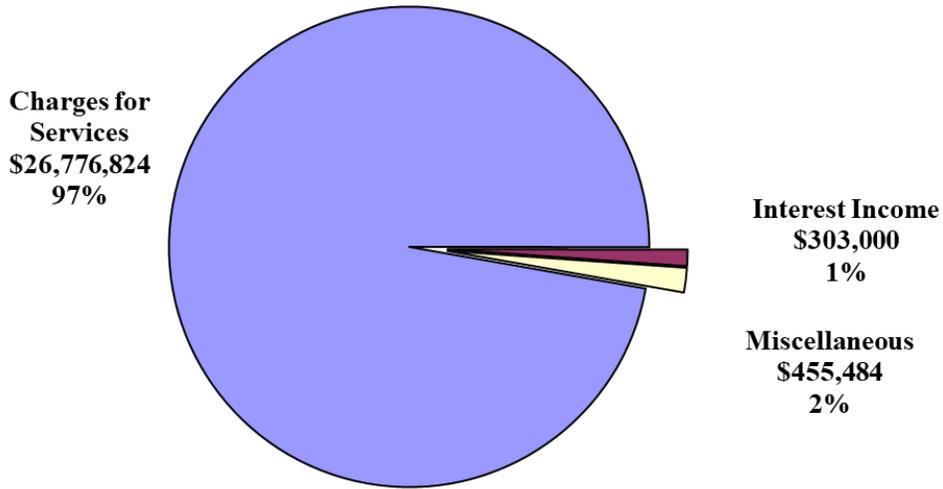
**-- ENTERPRISE FUNDS --**

	Utility Enterprise Fund	Golf Course Fund	Total All Funds
<b>REVENUES AND OTHER FINANCING SOURCES:</b>			
Charges for Services	23,938,000	2,823,824	26,761,824
Interest Income	300,000	3,000	303,000
Miscellaneous	200,500	254,984	455,484
<b>Total Revenues</b>	<b>24,438,500</b>	<b>3,081,808</b>	<b>27,520,308</b>
<b>EXPENDITURES AND OTHER FINANCING USES:</b>			
Personnel	3,892,334	1,485,633	5,377,967
Supplies	1,184,760	387,000	1,571,760
Maintenance	525,900	112,333	638,233
Services	13,266,549	395,135	13,661,684
Insurance	1,027,743	432,156	1,459,899
Debt Service	1,122,619		1,122,619
Transfers Out	1,817,850	108,000	1,925,850
Permanent Capital Maintenance	1,000,000		1,000,000
Capital Outlay	330,000	145,000	475,000
<b>Total Expenditures</b>	<b>24,167,755</b>	<b>3,065,257</b>	<b>27,233,012</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>270,745</b>	<b>16,551</b>	<b>287,296</b>
<b>BEGINNING FUND BALANCE</b>	<b>16,564,012</b>	<b>(659,139)</b>	<b>15,904,873</b>
<b>ENDING FUND BALANCE</b>	<b>16,834,757</b>	<b>(642,588)</b>	<b>16,192,169</b>

---

## REVENUE FUNDING SOURCES

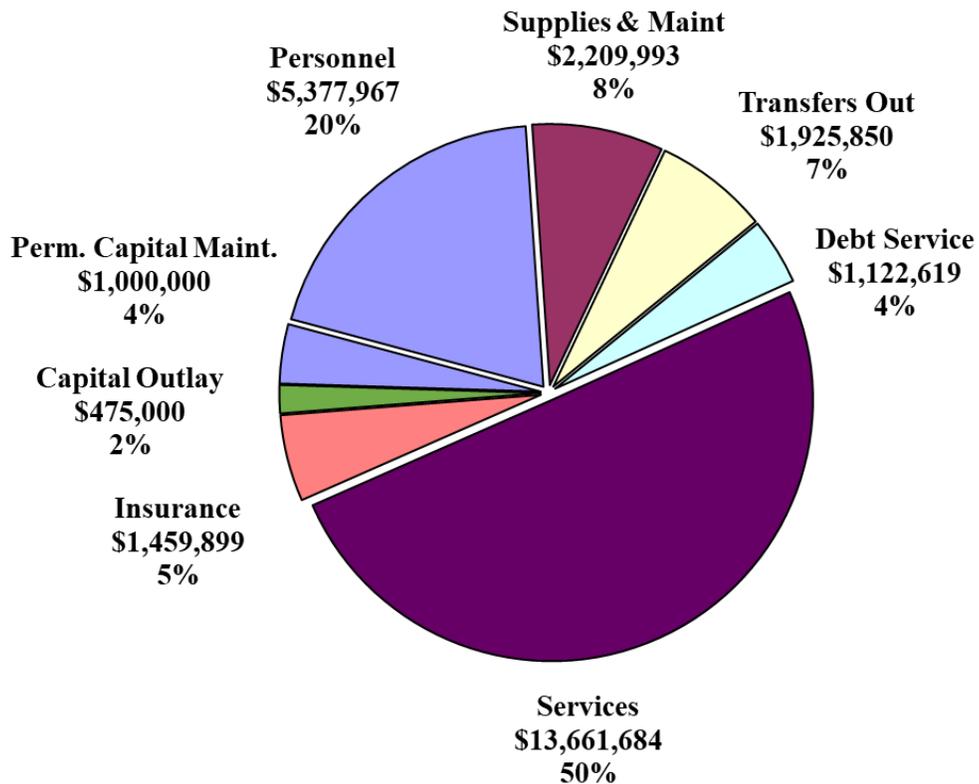
### "Where The Money Comes From"




---

## EXPENDITURE FUNDING USES

### "Where the Money Goes"



## **Revenue and Other Financing Sources**

Total revenue for Enterprise funds is budgeted at \$27.5 million for FY21, virtually unchanged from the previous year's budget. A vast majority (97%) consists of charges for services, which represent water and wastewater services in the Utility fund, and golf course services in the Golf fund.

**Water Sales** are budgeted at \$15.6 million, a decrease of \$50,000 from last year's budget. Water sales in FY20 were \$15.5 million and represent an increase of \$1.1 million (8%) from the prior year as an abnormally wet spring significantly impacted water sales for irrigation purposes.

<b>WATER SALES</b>	<b><u>FY-2015</u></b>	<b><u>FY-2016</u></b>	<b><u>FY-2017</u></b>	<b><u>FY-2018</u></b>	<b><u>FY-2019</u></b>	<b><u>FY-2020</u></b>
Collections	\$13,119,439	\$13,869,776	\$14,505,702	\$16,267,722	\$14,469,501	\$15,589,962
Gain / (Loss)	(\$96,083)	\$750,337	\$635,926	\$1,762,020	(\$1,798,221)	\$1,120,462
% Change	-1%	6%	5%	12%	-11%	8%

**Wastewater Charges** are budgeted at \$8 million, no change from the previous year. Revenue in this category declined by \$297,849 in FY20, which represents a change of -4%. Combined water and wastewater charges represent 88% of revenue in the Enterprise Funds category.

<b>WASTEWATER SALES</b>	<b><u>FY-2015</u></b>	<b><u>FY-2016</u></b>	<b><u>FY-2017</u></b>	<b><u>FY-2018</u></b>	<b><u>FY-2019</u></b>	<b><u>FY-2020</u></b>
Collections	\$7,581,393	\$7,909,288	\$8,054,884	\$8,371,685	\$8,033,819	\$7,735,969
Gain / (Loss)	(\$63,776)	\$327,895	\$145,596	\$316,801	(\$337,866)	(\$297,849)
% Change	-1%	4%	2%	4%	-4%	-4%

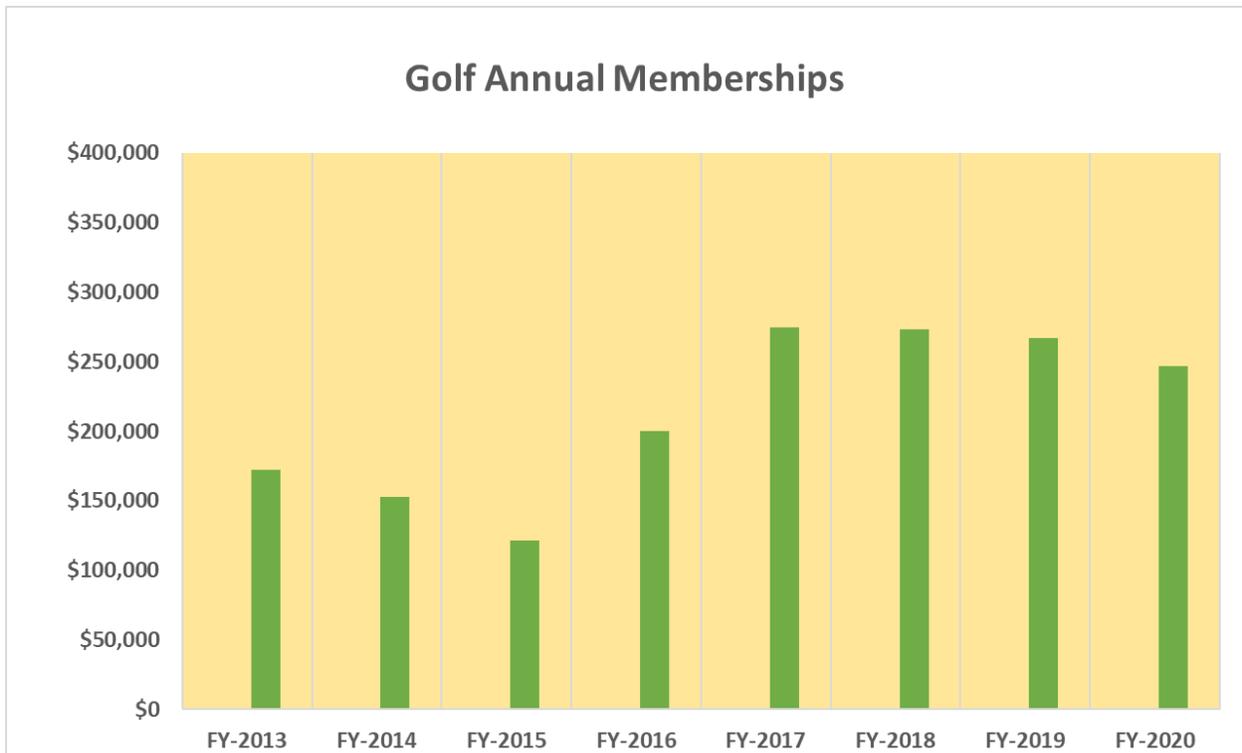
**Golf Course Green Fees** are budgeted at \$1.37 million and represent a decrease of \$55,000 from the previous year. Actual green fee revenue in FY20 totaled \$1.48 million and represented an increase of \$59,895 (4%) from the previous year.

<b>GOLF COURSE GREEN FEES</b>	<b><u>FY-2015</u></b>	<b><u>FY-2016</u></b>	<b><u>FY-2017</u></b>	<b><u>FY-2018</u></b>	<b><u>FY-2019</u></b>	<b><u>FY-2020</u></b>
Collections	\$1,009,243	\$1,317,741	\$1,441,966	\$1,430,023	\$1,426,621	\$1,486,516
Gain / (Loss)	(\$461,958)	\$308,498	\$124,225	(\$11,943)	(\$3,402)	\$59,895
% Change	-31%	31%	9%	-1%	0%	4%

The number of golf rounds played in FY20 is estimated at 63,815 and represents a 2% increase from the previous year's total of 62,500 as the reopening of Fairway Drive after dam repairs restored the primary access point to the course.

<b>GOLF ROUNDS PLAYED</b>	<b><u>FY-2015</u></b>	<b><u>FY-2016</u></b>	<b><u>FY-2017</u></b>	<b><u>FY-2018</u></b>	<b><u>FY-2019</u></b>	<b><u>FY-2020</u></b>
Rounds	48,689	55,905	64,424	65,000	62,500	63,815
Gain / (Loss)	(19,679)	7,216	8,519	576	(2,500)	1,315
% Change	-29%	15%	15%	1%	-4%	2%

Revenue from annual membership sales is budgeted at \$313,000 for FY21 and represents a decrease of \$13,000 (4%) from the prior year. The pandemic and its associated restrictions on activities and economic uncertainty is a driving factor in the reduction of revenue in this category.



The golf pro shop and restaurant renovation and expansion project is expected to be complete in June 2021. The new facility will be enlarged to 12,500 square feet, up from its current size of 7,000 square feet. The pro shop will continue to carry a full line of the latest golf equipment and apparel and will be complemented by a workroom for staff, storage room and clubroom for rental clubs and club maintenance.

Persimmons Bar and Grill will serve 90+ people with a full-service bar and 4 televisions. Also included is an outside covered deck that has breathtaking views of the course and seating for 90+ people. There will also be a multipurpose room that can be used for meetings and private dining.

## **Expenditures and Other Financing Uses**

Expenditures of Enterprise funds in FY21 are budgeted at \$27.2 million and represent an increase of \$314,837 (1%) from the prior year's budget. Utility fund operations account for 89% of the total, while Golf course operations account for 11%.

*Personnel* expenses are budgeted at \$5.3 million, an increase of \$253,000 (5%) from the previous year. Personnel expenses in the Utility fund, budgeted at \$3.9 million in FY21, account for 72% of total personnel costs.

<b>ENTERPRISE FUND</b>	<b><u>FY-2015</u></b>	<b><u>FY-2016</u></b>	<b><u>FY-2017</u></b>	<b><u>FY-2018</u></b>	<b><u>FY-2019</u></b>	<b><u>FY-2020</u></b>
<b>PERSONNEL COSTS</b>						
Utility Fund	\$3,039,974	\$3,254,832	\$3,084,394	\$3,334,960	\$3,609,966	\$3,785,903
Golf Fund	\$1,164,779	\$1,382,107	\$1,404,999	\$1,357,988	\$1,337,802	\$1,382,005
Total	\$4,204,753	\$4,636,939	\$4,489,393	\$4,692,948	\$4,947,768	\$5,167,908
Increase / (Decrease)	\$25,543	\$432,186	(\$147,546)	\$203,555	\$254,820	\$220,140
% Change	0.6%	10.3%	-3.2%	4.5%	5.4%	4.4%

Personnel costs in FY20 are estimated at \$5.1 million and represented an increase of \$220,140 (4.4%) from the previous year. Total authorized positions in FY21 are 70.0 FTE.

*Services* are budgeted at \$13.6 million, and represent an increase of \$185,267 (1%) from the prior year. Expenditures for the purchase, storage and treatment of water and wastewater is the largest component (80%) of this category.

Purchase/Storage & Treatment costs are budgeted at \$10.5 million, virtually unchanged from the previous year. Estimated expenditures in FY20 total \$10.5 million and represent an increase of \$1.1 million from the previous year, as an abnormally wet spring resulted in lower water usage. The FY21 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.

<b>PURCHASE / STORAGE</b>	<b><u>FY-2015</u></b>	<b><u>FY-2016</u></b>	<b><u>FY-2017</u></b>	<b><u>FY-2018</u></b>	<b><u>FY-2019</u></b>	<b><u>FY-2020</u></b>
<b>&amp; TREATMENT</b>						
Water	\$8,010,684	\$8,412,477	\$8,549,638	\$9,559,912	\$8,030,760	\$8,721,135
Wastewater	\$1,368,647	\$1,282,688	\$1,508,182	\$1,551,886	\$1,373,190	\$1,782,320
Total	\$9,379,331	\$9,695,165	\$10,057,820	\$11,111,798	\$9,403,950	\$10,503,455
Increase / (Decrease)	\$582,984	\$315,834	\$362,655	\$1,053,978	(\$1,707,848)	\$1,099,505
% Change	7%	3%	4%	10%	-15%	12%

Utility costs for FY21 are budgeted at \$859,000 and represent a decrease of \$21,000 from the previous year's budget. Estimated utility expenses in FY20 were \$712,617 and represent an increase of 14% from FY19.

<b>ENTERPRISE FUND</b>	<b><u>FY-2015</u></b>	<b><u>FY-2016</u></b>	<b><u>FY-2017</u></b>	<b><u>FY-2018</u></b>	<b><u>FY-2019</u></b>	<b><u>FY-2020</u></b>
<b>UTILITY COSTS</b>						
Utility Fund	\$724,446	\$649,927	\$585,866	\$501,387	\$457,650	\$513,244
Golf Fund	\$179,992	\$194,486	\$237,559	\$283,772	\$166,240	\$199,373
Total	\$904,438	\$844,413	\$823,425	\$785,159	\$623,890	\$712,617
Increase / (Decrease)	\$33,811	(\$60,025)	(\$20,988)	(\$38,266)	(\$161,269)	\$88,727
% Change	4%	-7%	-2%	-5%	-21%	14%

**Transfers Out** are budgeted at \$1.92 million and is comprised of the 7.5% administrative fee to the General fund (\$1,817,850 from Utility and \$108,000 from Golf). Estimated expenditures in FY20 total \$1.8 million and represent a decrease of 73% from the previous year as FY19 included an operating transfer of \$5,084,734 to the Water & Sewer CIP fund and \$1 million from the Utility Enterprise fund to the Economic Development fund.

<b>ENTERPRISE FUND</b>	<b><u>FY-2015</u></b>	<b><u>FY-2016</u></b>	<b><u>FY-2017</u></b>	<b><u>FY-2018</u></b>	<b><u>FY-2019</u></b>	<b><u>FY-2020</u></b>
<b>OPERATING TRANSFERS OUT</b>						
				See Note (1)	See Note (2)	
Utility Fund	\$1,587,535	\$1,672,193	\$3,826,308	\$8,003,880	\$6,843,710	\$1,732,747
Golf Fund	\$75,709	\$98,831	\$108,147	\$107,254	\$106,997	\$111,463
Total	\$1,663,244	\$1,771,023	\$3,934,456	\$8,111,134	\$6,950,707	\$1,844,210
Increase / (Decrease)	(\$42,862)	\$107,779	\$2,163,432	\$4,176,678	(\$1,160,427)	(\$5,106,497)
% Change	-2.5%	6.5%	122.2%	106.2%	-14.3%	-73.5%
<sup>(1)</sup> FY-2018 Includes a one-time transfer of \$5,084,734 to the Water / Wastewater Capital Projects (CIP) Fund and a one-time transfer of \$1,000,000 to the Convention and Visitors Fund <sup>(2)</sup> FY-2019 Includes a one-time transfer of \$5 million to the General Facilities Capital Projects (CIP) Fund in support of the Harvest Hall project.						

**Debt Service** expenditures are budgeted at \$1.1 million, a decrease of \$441,000 (28%) 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 2020-21 APPROVED OPERATING BUDGET  
FUND 200 - UTILITY ENTERPRISE

**- Budget At-A-Glance -**

	2018-19	2019-20	2019-20	2020-21
REVENUE AND OTHER FINANCING SOURCES:	Actual	Budget	Estimate	Approved
Water Sales	14,607,638	15,700,000	15,045,691	15,650,000
Wastewater Sales	8,033,819	8,000,000	7,432,529	8,000,000
Tap & Inspection Fees	151,124	77,000	107,119	85,000
Reconnects & Transfers	196,298	203,000	108,084	203,000
Refuse Billing	0	0	2,350,318	0
Interest Income	307,080	300,000	153,232	300,000
Transfers In	6,539,266	0	499,015	0
Prior Period Adjustments	0	0	215,106	0
Miscellaneous	953,449	200,500	785,455	200,500
<b>Total</b>	<b>30,788,674</b>	<b>24,480,500</b>	<b>26,696,549</b>	<b>24,438,500</b>

	2018-19	2019-20	2019-20	2020-21
EXPENDITURES AND OTHER FINANCING USES:	Actual	Budget	Estimate	Approved
Personnel	3,609,965	3,847,850	3,787,024	3,887,743
Supplies	699,015	890,960	660,507	903,760
Maintenance	920,690	1,512,100	1,403,191	1,525,900
Services	11,543,196	13,300,200	15,264,217	13,258,780
Insurance	920,619	952,109	1,047,340	1,122,619
Debt Service	1,534,798	1,130,569	1,106,203	1,027,743
Transfers Out	6,843,710	1,865,000	1,885,149	1,817,850
Capital Outlay	544,004	450,000	308,352	210,000
<b>Total</b>	<b>26,615,997</b>	<b>23,948,788</b>	<b>25,461,983</b>	<b>23,754,395</b>

	2018-19	2019-20	2019-20	2020-21	Personnel
EXPENDITURES AND PERSONNEL BY PROGRAM:	Actual	Budget	Estimate	Approved	Count <sup>(1)</sup>
Water Distribution	1,542,094	1,700,420	1,517,759	1,585,824	14.50
Water Treatment	9,540,887	11,012,327	10,351,525	10,940,236	12.50
Utility Billing	630,453	701,745	622,167	666,923	5.00
Wastewater Collection	1,245,355	1,127,928	942,912	1,047,964	10.00
Wastewater Treatment	2,841,443	3,501,644	5,928,720	3,604,695	9.00
Utility Administrative Services	10,172,221	4,904,724	4,675,156	4,908,753	0.00
Permanent Capital Maintenance	643,544	1,000,000	1,423,743	1,000,000	0.00
<b>Total</b>	<b>26,615,997</b>	<b>23,948,788</b>	<b>25,461,983</b>	<b>23,754,395</b>	<b>51.00</b>

<sup>(1)</sup> In full-time equivalents

**FY 2020-21 APPROVED OPERATING BUDGET  
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE  
UTILITY ENTERPRISE FUND**

	2017-18 Actual	2018-19 Actual	2019-20 Budget	2019-20 Estimate	2020-21 Approved
<b>BEGINNING UNRESTRICTED FUND BALANCE</b>	17,230,681	16,629,044	14,139,853	14,139,853	16,564,012
<b>OPERATING REVENUE:</b>					
Water Sales	16,577,391	14,607,637	15,700,000	15,827,538	15,650,000
Wastewater Sales	8,371,685	8,033,819	8,000,000	7,745,192	8,000,000
Tap & Inspection Fees	143,010	151,124	77,000	2,549,449	85,000
Reconnects & Transfers	201,264	196,299	203,000	108,125	203,000
Interest Income	302,191	307,081	300,000	155,906	300,000
Miscellaneous Income	7,170,113	6,935,920	200,500	1,499,932	200,500
<b>Total Operating Revenue</b>	<b>32,765,654</b>	<b>30,231,881</b>	<b>24,480,500</b>	<b>27,886,142</b>	<b>24,438,500</b>
<b>TRANSFERS IN/CONTRIBUTIONS:</b>	<b>6,506</b>	<b>556,794</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>32,772,160</b>	<b>30,788,674</b>	<b>24,480,500</b>	<b>27,886,142</b>	<b>24,438,500</b>
<b>OPERATING EXPENDITURES:</b>					
Personnel	3,334,962	3,609,966	3,847,850	3,785,903	3,892,334
Supplies	684,184	699,016	890,960	660,466	1,184,760
Maintenance	1,016,244	920,689	1,512,100	1,400,250	1,525,900
Services	14,008,448	11,543,196	13,300,200	15,349,739	13,266,549
Debt Service	584,747	1,534,798	1,130,569	1,128,230	1,122,619
Insurance	-	920,619	952,109	943,897	1,027,743
Capital Outlay	369,658	544,005	450,000	308,349	330,000
<b>Total Expenditures</b>	<b>19,998,243</b>	<b>19,772,289</b>	<b>22,083,788</b>	<b>23,576,834</b>	<b>22,349,905</b>
<b>TRANSFERS OUT:</b>	<b>8,003,880</b>	<b>6,843,710</b>	<b>1,865,000</b>	<b>1,885,149</b>	<b>1,817,850</b>
<b>TOTAL EXPENDITURES AND TRANSFERS</b>	<b>28,002,123</b>	<b>26,615,999</b>	<b>23,948,788</b>	<b>25,461,983</b>	<b>24,167,755</b>
<b>SURPLUS / (DEFICIT)</b>	<b>4,770,037</b>	<b>4,172,675</b>	<b>531,712</b>	<b>2,424,159</b>	<b>270,745</b>
<b>ENDING UNRESTRICTED WORKING CAPITAL</b>	<b>16,629,044</b>	<b>14,139,853</b>	<b>14,671,565</b>	<b>16,564,012</b>	<b>16,834,757</b>
<b>WORKING CAPITAL REQUIREMENT:</b>	<b>3,199,719</b>	<b>3,163,566</b>	<b>3,533,406</b>	<b>3,772,293</b>	<b>3,575,985</b>

\* Working capital requirement is 16% of total net budgeted expenditures or 60 days of operation.  
The FY 2020-21 projected Ending Working Capital Balance represents 275 days of operation.

**UTILITY ENTERPRISE FUND (200)**

**REVENUE DETAIL**

Account/Description	2017-18	2018-19	2019-20	2019-20	2020-21	Change	Change
	Actual	Actual	Budget	Estimate	Approved	From FY19 Actual	From FY20 Budget
34505 Water Sales	16,267,722	14,469,501	15,500,000	15,664,971	15,500,000	7%	0%
34506 Raw Water Sales	309,669	138,137	200,000	162,567	150,000	9%	-25%
<b>WATER SALES</b>	<b>16,577,391</b>	<b>14,607,637</b>	<b>15,700,000</b>	<b>15,827,538</b>	<b>15,650,000</b>	<b>7%</b>	<b>0%</b>
<b>WASTEWATER SALES</b>	<b>8,371,685</b>	<b>8,033,819</b>	<b>8,000,000</b>	<b>7,745,192</b>	<b>8,000,000</b>	<b>0%</b>	<b>0%</b>
34533 Water Tap Fees	39,200	38,065	30,000	42,400	25,000	-34%	-17%
34535 Utility Inspection Fees	96,615	104,712	40,000	59,199	50,000	-52%	25%
34538 Refuse Billing	-	-	-	2,442,330	-		
34564 Wastewater Tap Fees	7,195	8,347	7,000	5,520	10,000	20%	43%
<b>TAP &amp; INSPECTION FEES</b>	<b>143,010</b>	<b>151,124</b>	<b>77,000</b>	<b>2,549,449</b>	<b>85,000</b>	<b>-44%</b>	<b>10%</b>
34536 Reconnect & Transfer Charges	14,509	12,724	13,000	8,093	13,000	2%	0%
34539 Penalties On Non Payments	186,755	183,574	190,000	100,032	190,000	4%	0%
<b>RECONNECTS &amp; TRANSFERS</b>	<b>201,264</b>	<b>196,299</b>	<b>203,000</b>	<b>108,125</b>	<b>203,000</b>	<b>3%</b>	<b>0%</b>
39230 Interest On Investments	305,681	286,519	300,000	150,051	300,000	5%	0%
39249 Other General Interest	6,761	6,317	-	5,855	-	-100%	
39250 Chg. In Investment Value	(10,250)	14,244	-	-	-	-100%	
<b>INTEREST INCOME</b>	<b>302,191</b>	<b>307,081</b>	<b>300,000</b>	<b>155,906</b>	<b>300,000</b>	<b>-2%</b>	<b>0%</b>
26002 Prior Period Adjustments	-	-	-	215,106			
39270 Refund Tra	2,239,882	606,251	175,000	769,517	175,000	-71%	0%
39285 Contributions	-	326,170	-	-	-	-100%	
39710 Insurance Recoveries	-	-	-	183	-		
39951 Sale Of Material, Labor	275	2,038	500	830	500	-75%	0%
39990 Contrib. Capital-Donated Asset	4,909,757	5,982,472	-	499,015	-	-100%	
39995 (Over)/Short	10	10	-	-	-	-100%	
39999 Miscellaneous Revenues	20,190	18,980	25,000	15,281	25,000	32%	0%
<b>MISCELLANEOUS</b>	<b>7,170,113</b>	<b>6,935,920</b>	<b>200,500</b>	<b>1,499,932</b>	<b>200,500</b>	<b>-97%</b>	<b>0%</b>
53122 Transfers From 4B Capital	6,506	-	-	-	-		
53201 Transfers From Utility Capital	-	556,794	-	-	-	-100%	
<b>TRANSFERS/CONTRIBUTIONS</b>	<b>6,506</b>	<b>556,794</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-100%</b>	
<b>TOTAL UTILITY REVENUE</b>	<b>32,772,160</b>	<b>30,788,674</b>	<b>24,480,500</b>	<b>27,886,142</b>	<b>24,438,500</b>	<b>-21%</b>	<b>0%</b>

**FY 2020-21 APPROVED OPERATING BUDGET  
UTILITY ENTERPRISE FUND  
DEPARTMENTAL SUMMARY**

<b>EXPENDITURES BY DIVISION</b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Water Distribution	1,407,702	1,454,383	1,700,420	1,517,759	1,869,342
Water Treatment	11,158,322	9,540,886	11,012,327	10,351,525	10,950,255
Utility Billing	642,793	630,453	701,745	622,167	667,402
Wastewater Collection	1,002,390	1,245,354	1,127,928	942,912	1,211,019
Wastewater Treatment	2,948,976	2,841,325	3,501,644	5,928,720	3,560,984
Utility Administrative Services	10,172,985	10,172,222	4,904,724	4,675,156	4,908,753
Permanent Capital Maintenance	644,280	628,368	1,000,000	1,423,743	1,000,000
<b>Total</b>	<b>27,977,448</b>	<b>26,512,991</b>	<b>23,948,788</b>	<b>25,461,983</b>	<b>24,167,755</b>

**PERSONNEL - FULL TIME EQUIVALENTS (FTE)**

<b>PUB WKS - WATER DISTRIBUTION</b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
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
SCADA Administrator	1.0	1.0	1.0	1.0	1.0
Utility Field Operations Foreman	1.0	1.0	1.0	1.0	1.0
Water Crew Leader	2.0	2.0	2.0	2.0	2.0
Senior Meter Reader	1.0	1.0	1.0	1.0	1.0
Meter Reader	2.0	2.0	2.0	2.0	2.0
Construction Inspector I	1.0	1.0	1.0	1.0	1.0
Equipment Operator I	3.0	3.0	3.0	3.0	2.0
Customer Service Technician	1.0	1.0	1.0	1.0	1.0
Lift Station Operator	-	-	-	-	1.0
<b>TOTAL FULL-TIME POSITIONS</b>	<b>14.5</b>	<b>14.5</b>	<b>14.5</b>	<b>14.5</b>	<b>14.5</b>

**PUB WKS - WATER TREATMENT**

W/WW Plant Manager	0.5	0.5	0.5	0.5	0.5
Utility Manager	1.0	1.0	1.0	1.0	1.0
Chief Water Plant Operator	-	-	-	-	1.0
Assistant Water Plant Manager	1.0	1.0	1.0	1.0	-
Water Quality Tech	1.0	1.0	1.0	1.0	1.0
Water Plant Shift Supervisor	2.0	2.0	2.0	2.0	-
Plant Operator	5.0	5.0	5.0	5.0	7.0
Plant Mechanic II	1.0	1.0	1.0	1.0	1.0
Plant Operator Apprentice	1.0	1.0	1.0	1.0	1.0
<b>TOTAL FULL-TIME POSITIONS</b>	<b>12.5</b>	<b>12.5</b>	<b>12.5</b>	<b>12.5</b>	<b>12.5</b>

**FY 2020-21 APPROVED OPERATING BUDGET  
UTILITY ENTERPRISE FUND  
DEPARTMENTAL SUMMARY**

**PERSONNEL - FULL TIME EQUIVALENTS (FTE)**

	2017-18	2018-19	2019-20	2019-20	2020-21
<u>PUB WKS - WW COLLECTION</u>	Actual	Actual	Budget	Estimate	Approved
Utility Field Operations Supt.	1.0	1.0	1.0	1.0	1.0
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 Supervisor	-	-	1.0	1.0	1.0
Lift Station Specialist	1.0	1.0	-	-	-
Equipment Operator III	1.0	1.0	1.0	1.0	1.0
Equipment Operator II	1.0	1.0	1.0	1.0	1.0
Equipment Operator I	2.0	2.0	2.0	2.0	2.0
Crew Leader	2.0	2.0	2.0	2.0	2.0
Crew Worker / Line Locator	1.0	1.0	1.0	1.0	1.0
<b>TOTAL FULL-TIME POSITIONS</b>	<b>10.0</b>	<b>10.0</b>	<b>10.0</b>	<b>10.0</b>	<b>10.0</b>
<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	1.0	1.0	1.0	1.0	1.0
Chief Operator	1.0	1.0	1.0	1.0	1.0
Plant Operator	4.0	4.0	5.0	5.0	4.0
Plant Operator Trainee / Apprentice	1.0	1.0	-	-	1.0
Plant Mechanic II	1.0	1.0	1.0	1.0	1.0
<b>TOTAL FULL-TIME POSITIONS</b>	<b>9.0</b>	<b>9.0</b>	<b>9.0</b>	<b>9.0</b>	<b>9.0</b>
<u>UTILITY BILLING</u>					
Accounting Manager	0.5	0.5	0.5	0.5	0.5
Accountant	-	-	-	-	-
Utility Billing Supervisor	-	-	1.0	1.0	1.0
Utility Billing Customer Service Supervisor	1.0	1.0	-	-	-
Utility Billing Technician	1.0	1.0	1.0	1.0	1.0
Financial Program Analyst II	-	1.0	1.0	1.0	1.0
Billing Clerk	2.0	1.0	1.0	1.0	1.0
A/P Clerk	0.5	0.5	0.5	0.5	0.5
<b>TOTAL FULL-TIME POSITIONS</b>	<b>5.0</b>	<b>5.0</b>	<b>5.0</b>	<b>5.0</b>	<b>5.0</b>
<b>TOTAL UTILITY FUND</b>	<b>51.0</b>	<b>51.0</b>	<b>51.0</b>	<b>51.0</b>	<b>51.0</b>

**FY 2020-21 APPROVED OPERATING BUDGET  
UTILITY ENTERPRISE FUND  
WATER DISTRIBUTION DIVISION SUMMARY  
200-530-001**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Personnel	1,020,494	1,061,650	1,084,640	1,090,371	1,095,882
Supplies	156,333	162,017	178,600	135,586	459,600
Maintenance	149,571	147,943	162,800	144,614	162,800
Services	81,304	82,773	104,380	93,701	151,060
Capital Outlay	-	-	170,000	43,296	-
<b>Total</b>	<b>1,407,702</b>	<b>1,454,383</b>	<b>1,700,420</b>	<b>1,507,568</b>	<b>1,869,342</b>

**OBJECTIVES**

- Maintain meter accuracy within the field.
- Decrease downtime for planned and emergency shutoffs.
- Update water maps and coordinate valve locations utilizing GPS data collectors.

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Meter change outs due to failure or inaccuracy (< 1% of total meters)	<140	<140	<140	<140	<140
Meter reading accuracy	99%	99%	99%	98%	98%
Cycle main line valves system wide	1,000	2,247	1,500	1,500	1,500
Emergency callout response time (minutes)	30	30	30	30	30
Water meter change outs (per month)	118	118	118	125	125
Average number of days for work order completion (exclude taps)	N/A	<10	<10	<10	<10
GIS Update quarterly	N/A	N/A	N/A	100%	100%

**FY 2020-21 APPROVED OPERATING BUDGET  
UTILITY ENTERPRISE FUND  
WATER TREATMENT DIVISION SUMMARY  
200-530-002**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Personnel	730,058	865,083	995,293	812,724	936,452
Supplies	283,904	261,043	425,700	247,482	423,800
Maintenance	72,434	60,446	79,400	71,159	79,400
Services	9,952,057	8,354,314	9,511,934	9,202,635	9,510,603
Capital Outlay	119,869	-	-	17,525	-
<b>Total</b>	<b>11,158,322</b>	<b>9,540,886</b>	<b>11,012,327</b>	<b>10,351,525</b>	<b>10,950,255</b>

**OBJECTIVES**

- Provide water conservation education to effectively manage water resources.
- Comply with EPA and the TCEQ regulations.
- Monitoring system to ensure water quality adheres to 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.
- Ensure plant is run efficiently regarding cost per million gallons of water treated.

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Distribution System PSI	N/A	N/A	N/A	>35	>35
Inactivation Ratio	N/A	N/A	N/A	>1.0	>1.0
DLQOR CL residuals	N/A	N/A	N/A	>0.5 / <4.0	>0.5 / <4.0
Distribution system bacteriological samples per month	50.000	50.000	50.000	50.000	50.000
Average NTU / turbidity level	<0.10	<0.10	<0.10	<0.15	<0.15
THM / HHA5s formation limit	<50/30	<50/30	<50/30	<50/30	<50/30
Flush Deadend Mains monthly	N/A	N/A	N/A	100%	100%
TOC compliance	1.000	1.000	1.000	1.000	1.000
Clean and inspect all ground and elevated storage tanks yearly	N/A	N/A	1x	1x	1x
Maintenance costs (quarterly) per million gallons of water treated	<\$38.00	60.940	<\$47.00	<\$47.00	<\$47.00

**FY 2020-21 APPROVED OPERATING BUDGET  
 UTILITY ENTERPRISE FUND  
 UTILITY BILLING DIVISION SUMMARY  
 200-530-003**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Personnel	327,686	336,150	371,745	332,447	337,402
Supplies	77,948	66,445	74,000	60,549	74,000
Services	237,159	227,858	256,000	229,171	256,000
<b>Total</b>	<b>642,793</b>	<b>630,453</b>	<b>701,745</b>	<b>622,167</b>	<b>667,402</b>

**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.
- Investigate, resolves and responds to customers complaints in a professional manner.

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Average active residential accounts per month	12,483	12,585	12,550	12,578	12,600
Average active non-residential accounts per month	2,259	2,324	2,400	2,312	2,325
Average number of customers using IVR for their utility bill payment monthly	N/A	N/A	N/A	426	450
Average number of customer using Lockbox for their utility bill payment monthly	N/A	N/A	N/A	2,406	3,000

**FY 2020-21 APPROVED OPERATING BUDGET**  
**UTILITY ENTERPRISE FUND**  
**WASTEWATER COLLECTION DIVISION SUMMARY**  
**200-531-001**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Personnel	639,263	685,884	741,013	678,994	748,399
Supplies	60,174	58,691	61,260	63,369	61,260
Maintenance	40,336	46,375	122,200	44,767	121,400
Services	59,291	124,406	133,455	108,130	114,960
Capital Outlay	203,326	329,998	70,000	47,652	165,000
<b>Total</b>	<b>1,002,390</b>	<b>1,245,354</b>	<b>1,127,928</b>	<b>942,912</b>	<b>1,211,019</b>

**OBJECTIVES**

- Prevention of Sanitary Sewer Overflows to protect our water supply.
- Maintain sewer lines to allow for continuous flow of wastewater.
- Update wastewater maps to provide accurate data for inspection, repair and location.
- Maintain and/or repair 226.6 miles of sanitary sewer lines and 3,218 manholes.

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Reportable sanitary sewer overflows	-	32	-	-	-
Linear feet of sewer lines cleaned	607,200	317,477	607,200	607,200	607,200
Sewer manholes inspected annually	322	N/A	322	433	433
TV inspection of sewer lines in linear feet	53,000	21,658	53,000	53,000	53,000
Emergency callout response time (min.)	30	30	30	30	30
GIS Update quarterly	N/A	N/A	N/A	100%	100%

**FY 2020-21 APPROVED OPERATING BUDGET  
UTILITY ENTERPRISE FUND  
WASTEWATER TREATMENT DIVISION SUMMARY  
200-531-002**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2016-17 Actual</b>	<b>2017-18 Actual</b>	<b>2018-19 Budget</b>	<b>2018-19 Estimate</b>	<b>2019-20 Approved</b>
Personnel	617,461	645,902	655,159	752,134	774,199
Supplies	100,948	143,816	143,900	148,186	160,100
Maintenance	131,411	137,017	161,400	153,686	161,400
Services	2,099,156	1,888,563	2,331,185	4,710,789	2,300,285
Capital Outlay	-	26,027	210,000	163,925	165,000
<b>Total</b>	<b>2,948,976</b>	<b>2,841,325</b>	<b>3,501,644</b>	<b>5,928,720</b>	<b>3,560,984</b>

**OBJECTIVES**

- Comply at all times with the requirements of the TPDES permit and EPA regulations
- Maintain wastewater plant equipment to operate efficiently and to insure equipment downtime is reduced.
- Provide biosolids that meet applicable standards for their disposal through TCLP testing

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Ammonia mg/l Summer / Ammonia mg/l Winter Ammonia Nitrogen Seasonal (Permit)	<1.5 / 3.0	<1.5 / 3.0	<1.5 / 3.0	1	1
BOD mg/l	<5	<5	<5	3	3
E-Coli MPN	N/A	N/A	N/A	N/A	<126
TSS mg/l	<5	<5	<5	2	2
Daily average flow (million gallons per day)	<4.00	<4.00	<4.00	3	3
Average peak flow (million gallons per day)	<5.75	<12.02	<12.00	7.585	7.585
Quarterly maintenance costs per million gallons treated	<\$66.75	<\$66.75	<\$120.00	\$65.00	\$65.00
Pass annual biosolid TCLP testing	N/A	N/A	N/A	N/A	100%

**FY 2020-21 APPROVED OPERATING BUDGET**  
**UTILITY ENTERPRISE FUND**  
**ADMINISTRATIVE SERVICES DIVISION SUMMARY**  
**200-533-001**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Supplies	4,877	7,004	7,500	5,294	6,000
Maintenance	-	809	1,300	809	900
Services	1,579,481	865,282	948,246	425,455	933,641
Insurance	-	920,619	952,109	943,894	1,027,743
Capital Outlay	24,675	-	-	308,352	-
Utility Bond Expense	584,747	1,534,798	1,130,569	1,106,203	1,122,619
Transfers	8,003,880	6,843,710	1,865,000	1,885,149	1,817,850
<b>Total</b>	<b>10,197,660</b>	<b>10,172,222</b>	<b>4,904,724</b>	<b>4,675,156</b>	<b>4,908,753</b>

**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).

**FY 2020-21 APPROVED OPERATING BUDGET**  
**UTILITY ENTERPRISE FUND**  
**PERMANENT CAPITAL MAINTENANCE DIVISION SUMMARY**  
**200-534-000**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Personnel	-	-	-	105,481	-
Maintenance	622,492	528,099	985,000	1,271,981	1,000,000
Services	-	-	-	10,331	-
Capital Outlay	21,788	100,269	-	35,950	-
<b>Total</b>	<b>644,280</b>	<b>628,368</b>	<b>985,000</b>	<b>1,423,743</b>	<b>1,000,000</b>

FY 2020-21 APPROVED OPERATING BUDGET  
FUND 210 - GOLF

**- Budget At-A-Glance -**

REVENUE AND OTHER FINANCING SOURCES:	2018-19 Actual	2019-20 Budget	2019-20 Estimate	2020-21 Approved	
Cart and Club Rentals	644,914	664,000	647,337	637,440	
Tournament Fees	1,920	4,000	1,430	3,840	
Driving Range	192,725	193,654	176,899	185,908	
Golf Pro Shop % of Sales	244,364	245,000	193,723	245,000	
Golf Course Green Fees	1,426,621	1,425,000	1,486,516	1,369,556	
Annual Green Fee Memberships	266,750	326,000	247,000	312,960	
Restaurant % of Sales	31,396	37,000	33,663	35,520	
Lesson Income	15,381	35,000	14,920	33,600	
Interest Income	2,962	3,000	1,406	3,000	
Golf Sub-Lease	267,491	242,000	235,264	232,320	
Miscellaneous	235,332	23,608	20,489	22,664	
<b>Total</b>	<b>3,329,856</b>	<b>3,198,262</b>	<b>3,058,647</b>	<b>3,081,808</b>	
EXPENDITURES AND OTHER FINANCING USES:	2018-19 Actual	2019-20 Budget	2019-20 Estimate	2020-21 Approved	
Personnel	1,337,804	1,490,231	1,382,005	1,482,298	
Supplies	819,180	385,600	353,583	387,000	
Maintenance	107,131	92,400	103,616	112,333	
Services	333,793	422,045	361,315	395,135	
Insurance	426,979	457,986	442,857	432,156	
Transfers Out	106,997	108,000	111,463	108,000	
Capital Outlay	149,104	242,000	106,476	145,000	
<b>Total</b>	<b>3,280,988</b>	<b>3,198,262</b>	<b>2,861,315</b>	<b>3,061,922</b>	
EXPENDITURES AND PERSONNEL BY PROGRAM:	2018-19 Actual	2019-20 Budget	2019-20 Estimate	2020-21 Approved	Personnel <sup>(1)</sup>
Pro Shop	1,596,046	1,793,855		1,673,343	6.00
Course Maintenance	1,684,943	1,404,407		1,388,579	13.00
<b>Total</b>	<b>3,280,988</b>	<b>3,198,262</b>	<b>0</b>	<b>3,061,922</b>	<b>19.00</b>

<sup>(1)</sup> In full-time equivalents

**FY 2020-21 APPROVED OPERATING BUDGET  
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE  
GOLF FUND**

	2017-18 Actual	2018-19 Actual	2019-20 Budget	2019-20 Estimate	2020-21 Approved
<b>BEGINNING WORKING CAPITAL:</b>	(1,086,616)	(856,471)	(856,471)	(856,471)	(659,139)
<b>OPERATING REVENUES:</b>					
Cart and Club Rentals	657,058	644,914	664,000	647,337	637,440
Tournament Fees	2,250	1,920	4,000	1,430	3,840
Driving Range	198,286	192,725	193,654	176,899	185,908
Golf Pro Shop Sales	247,092	244,364	245,000	193,723	245,000
Golf Course Green Fees	1,430,023	1,426,621	1,425,000	1,486,516	1,369,556
Annual Green Fee Memberships	273,157	266,750	326,000	247,000	312,960
Restaurant % of Sales	35,889	31,396	37,000	33,663	35,520
Lesson Income	27,366	15,381	35,000	14,920	33,600
Interest Income	2,712	2,962	3,000	1,406	3,000
Golf Sub-Lease	244,961	267,491	242,000	235,264	232,320
Miscellaneous Income	13,361	235,333	23,608	20,489	22,664
<b>Total Operating Revenue</b>	<b>3,132,154</b>	<b>3,329,856</b>	<b>3,198,262</b>	<b>3,058,647</b>	<b>3,081,808</b>
<b>TRANSFERS IN/CONTRIBUTIONS:</b>					
	-	-	-	-	-
<b>TOTAL REVENUES AND TRANSFERS</b>	<b>3,132,154</b>	<b>3,329,856</b>	<b>3,198,262</b>	<b>3,058,647</b>	<b>3,081,808</b>
<b>OPERATING EXPENDITURES:</b>					
Personnel	1,357,987	1,337,802	1,490,231	1,382,005	1,485,633
Supplies	392,073	819,182	385,600	353,583	387,000
Maintenance	103,274	107,131	110,400	103,616	112,333
Services	830,566	333,792	404,045	361,315	395,135
Insurance	-	426,979	457,986	442,857	432,156
Capital Outlay	87,051	149,104	242,000	106,476	145,000
<b>Total Operating Expenditures</b>	<b>2,770,951</b>	<b>3,173,990</b>	<b>3,090,262</b>	<b>2,749,852</b>	<b>2,957,257</b>
<b>TRANSFERS OUT:</b>					
Transfer to General Fund - Admin Fee	107,254	106,997	108,000	111,463	108,000
<b>Total Transfers Out</b>	<b>107,254</b>	<b>106,997</b>	<b>108,000</b>	<b>111,463</b>	<b>108,000</b>
<b>TOTAL EXPENDITURES AND TRANSFERS</b>	<b>2,878,205</b>	<b>3,280,987</b>	<b>3,198,262</b>	<b>2,861,315</b>	<b>3,065,257</b>
<b>SURPLUS / (DEFICIT)</b>	<b>253,949</b>	<b>48,869</b>	<b>-</b>	<b>197,332</b>	<b>16,551</b>

\* Fund balance requirement is 25% of total net budgeted expenses or 90 days of operation.  
City Council has suspended the fund balance requirement for the Golf Fund for FY 2020-21.

**GOLF (210)**  
**REVENUE DETAIL**

<b>Account/Description</b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>	<b>Change From FY19 Actual</b>	<b>Change From FY20 Budget</b>
34600 Golf Club Rental Revenues	23,308	25,099	24,000	16,229	23,040	-8%	-4%
34606 Cart Rentals	633,750	619,815	640,000	631,108	614,400	-1%	-4%
<b>CART AND CLUB RENTALS</b>	<b>657,058</b>	<b>644,914</b>	<b>664,000</b>	<b>647,337</b>	<b>637,440</b>	<b>-1%</b>	<b>-4%</b>
34607 Tournament Fees	2,250	1,920	4,000	1,430	3,840	100%	-4%
<b>TOURNAMENT FEES</b>	<b>2,250</b>	<b>1,920</b>	<b>4,000</b>	<b>1,430</b>	<b>3,840</b>	<b>100%</b>	<b>-4%</b>
34610 Driving Range	144,245	139,237	143,654	149,916	137,908	-1%	-4%
34602 Range Credit Card Revenues	54,041	53,488	50,000	26,982	48,000	-10%	-4%
<b>DRIVING RANGE</b>	<b>198,286</b>	<b>192,725</b>	<b>193,654</b>	<b>176,899</b>	<b>185,908</b>	<b>-4%</b>	<b>-4%</b>
34616 Golf Merchandise Sales	247,092	244,344	245,000	193,723	245,000	0%	0%
34617 Golf Sale Other Club	-	20	-	-	-	-100%	
<b>GOLF PRO SHOP SALES</b>	<b>247,092</b>	<b>244,364</b>	<b>245,000</b>	<b>193,723</b>	<b>245,000</b>	<b>0%</b>	<b>0%</b>
34620 Golf Course-Green Fees	1,430,023	1,426,621	1,425,000	1,486,516	1,369,556	-4%	-4%
<b>GOLF COURSE GREEN FEES</b>	<b>1,430,023</b>	<b>1,426,621</b>	<b>1,425,000</b>	<b>1,486,516</b>	<b>1,369,556</b>	<b>-4%</b>	<b>-4%</b>
34622 Annual Green Fee Membership	273,157	266,750	326,000	247,000	312,960	17%	-4%
<b>GREEN FEE MEMBERSHIPS</b>	<b>273,157</b>	<b>266,750</b>	<b>326,000</b>	<b>247,000</b>	<b>312,960</b>	<b>17%</b>	<b>-4%</b>
34625 Restaurant % Of Sales	35,889	31,396	37,000	33,663	35,520	13%	-4%
<b>RESTAURANT SALES %</b>	<b>35,889</b>	<b>31,396</b>	<b>37,000</b>	<b>33,663</b>	<b>35,520</b>	<b>13%</b>	<b>-4%</b>
34630 Lesson Income	27,366	15,381	35,000	14,920	33,600	118%	-4%
<b>LESSON INCOME</b>	<b>27,366</b>	<b>15,381</b>	<b>35,000</b>	<b>14,920</b>	<b>33,600</b>	<b>118%</b>	<b>-4%</b>
39230 Interest On Investments	1,103	1,058	1,200	529	1,200	13%	0%
39231 Interest Earned-'98 Bds	832	798	900	399	900	13%	0%
39232 Int On Invest '02 Tax Note	777	1,106	900	478	900	-19%	0%
<b>INTEREST INCOME</b>	<b>2,712</b>	<b>2,962</b>	<b>3,000</b>	<b>1,406</b>	<b>3,000</b>	<b>1%</b>	<b>0%</b>
34635 Golf-Sub-Lease	244,961	267,491	242,000	235,264	232,320	-13%	-4%
<b>GOLF SUB-LEASE</b>	<b>244,961</b>	<b>267,491</b>	<b>242,000</b>	<b>235,264</b>	<b>232,320</b>	<b>-13%</b>	<b>-4%</b>
39280 Gain Or Loss On Sale Of Asset	(1,596)	-	-	-	-		
39211 Indirect Cost Recovery	-	-	-	359			
39950 Sales Of Fixed Assets	-	3,450	-	-	-	-100%	
39995 (Over)/Short	119	4	-	28	-	-100%	
39999 Miscellaneous Revenues	14,837	231,880	23,608	20,102	22,664	-90%	-4%
<b>MISCELLANEOUS</b>	<b>13,361</b>	<b>235,333</b>	<b>23,608</b>	<b>20,489</b>	<b>22,664</b>	<b>-90%</b>	<b>-4%</b>
<b>TOTAL GOLF REVENUE</b>	<b>3,132,154</b>	<b>3,329,856</b>	<b>3,198,262</b>	<b>3,058,647</b>	<b>3,081,808</b>	<b>-7%</b>	<b>-4%</b>

**FY 2020-21 APPROVED OPERATING BUDGET  
 GOLF ENTERPRISE FUND  
 DEPARTMENTAL SUMMARY**

<b>EXPENDITURES BY DIVISION</b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Pro Shop	1,535,381	1,596,044	1,793,855	1,594,014	1,674,818
Course Maintenance	1,342,824	1,684,943	1,404,407	1,267,300	1,390,439
<b>Total</b>	<b>2,878,205</b>	<b>3,280,987</b>	<b>3,198,262</b>	<b>2,861,315</b>	<b>3,065,257</b>

**PERSONNEL - FULL TIME EQUIVALENTS (FTE)**

<b>GOLF FUND - PRO SHOP</b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Director of Golf	1.0	1.0	1.0	1.0	1.0
Assistant Director of Golf/Head Pro	1.0	1.0	1.0	1.0	1.0
Assistant Golf Pro	4.0	4.0	4.0	4.0	4.0
<b>TOTAL FULL-TIME POSITIONS</b>	<b>6.0</b>	<b>6.0</b>	<b>6.0</b>	<b>6.0</b>	<b>6.0</b>
<b>GOLF FUND - GOLF MAINTENANCE</b>					
Greens Superintendent	1.0	1.0	1.0	1.0	1.0
Assistant Greens Superintendent	1.0	1.0	1.0	1.0	1.0
Groundskeeper	10.0	10.0	10.0	10.0	10.0
Golf Course Mechanic	1.0	1.0	1.0	1.0	1.0
<b>TOTAL FULL-TIME POSITIONS</b>	<b>13.0</b>	<b>13.0</b>	<b>13.0</b>	<b>13.0</b>	<b>13.0</b>

**FY 2020-21 APPROVED OPERATING BUDGET  
GOLF ENTERPRISE FUND  
PRO SHOP DIVISION SUMMARY  
210-340-1**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Personnel	657,858	646,398	704,268	683,684	697,038
Supplies	185,198	194,583	172,700	148,680	172,700
Maintenance	15,629	32,888	33,900	25,356	33,833
Services	562,247	188,199	182,001	181,974	191,091
Insurance	-	426,979	457,986	442,857	432,156
Capital Outlay	7,195	-	135,000	-	40,000
Transfers	107,254	106,997	108,000	111,463	108,000
<b>Total</b>	<b>1,535,381</b>	<b>1,596,044</b>	<b>1,793,855</b>	<b>1,594,014</b>	<b>1,674,818</b>

**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

<b><u>Performance Indicators</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
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	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	64,424	64,382	65,000	65,000	65,000

**FY 2020-21 APPROVED OPERATING BUDGET  
GOLF ENTERPRISE FUND  
COURSE MAINTENANCE DIVISION SUMMARY  
210-340-2**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2017-18 Actual</b>	<b>2018-19 Actual</b>	<b>2019-20 Budget</b>	<b>2019-20 Estimate</b>	<b>2020-21 Approved</b>
Personnel	700,129	691,404	785,963	698,320	788,595
Supplies	206,875	624,599	212,900	204,903	214,300
Maintenance	87,645	74,243	76,500	78,260	78,500
Services	268,319	145,593	222,044	179,341	204,044
Capital Outlay	79,856	149,104	107,000	106,476	105,000
<b>Total</b>	<b>1,342,824</b>	<b>1,684,943</b>	<b>1,404,407</b>	<b>1,267,300</b>	<b>1,390,439</b>

**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.

<b><u>Performance Indicators</u></b>	<b>2016-17 Actual</b>	<b>2017-18 Actual</b>	<b>2018-19 Budget</b>	<b>2018-19 Estimate</b>	<b>2019-20 Approved</b>
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	10	10	10	10
Number of greens verticuts annually	16	18	18	18	18
Number of maintenance facility inspections conducted annually	12	12	12	12	12



# Grapevine Fast Facts



## HOTELS (5,750 ROOMS)

- Gaylord Texan Resort (1,814)
- Hyatt Regency DFW (811)
- Great Wolf Lodge (605)
- Hilton DFW Lakes (393)
- Embassy Suites by Hilton (329)
- Courtyard/TownePlace Suites by Marriott (301)
- Grand Hyatt DFW (298)
- Residence Inn by Marriott (133)
- Hyatt Place (125)
- SpringHill Suites (111)
- Hilton Garden Inn (110)
- Thryv Hotel and Conference Center (109)
- Homewood Suites (105)
- Comfort Inn (100)
- Super 8 Hotel (100)
- Comfort Suites (96)
- Holiday Inn Express & Suites DFW/Grapevine (95)
- Hampton Inn & Suites (94)
- Vineyards Campgrounds & Cabins (15)
- Minute Suites (6)

## MEETING/EVENT SPACE (1 MILLION + SQ. FT.)

- 650,000 sq. ft. in Grapevine hotels
- Convention Center – 23,500 sq. ft.
- Grapevine Concourse - 4,400 sq. ft.
- Palace Arts Center - 8,622 sq. ft.
  - Historic 1940 renovated structure
  - Palace Theatre - 437-seat theatre
  - Lancaster Theatre & Gallery – 2,334 sq. ft.
- Austin Ranch - 18,000 sq. ft.

## URBAN WINE TRAIL

- Bingham Family Vineyards
- Cross Timbers Winery
- Delaney Vineyards & Winery
- Grape Vine Springs Winery
- Homestead Winery
- Messina Hof Grapevine Winery
- Sloan & Williams Winery
- Umbra Winery
- Wine Fusion

## CRAFT BREWERIES & DISTILLERY

- Hop & Sting at Grapevine Craft Brewery
- Outlaw Cider Company
- Tahwahkaro Distilling Company
- Uncle Buck's Brewery

## ATTRACTIONS

- Historic Downtown Grapevine
- Grapevine Visitor Information Center
- Grapevine Vintage Railroad Excursion Train (weekly excursions & special events)
- Grapevine Glockenspiel Clock Tower featuring Nat Barrett and Willy Majors
- Settlement to City Museums
- 9/11 Flight Crew Memorial
- Austin Ranch
- Bass Pro Shops
- Chesapeake Natural Gas Observation & Learning Center
- DFW Surf
- Fieldhouse USA

## ATTRACTIONS (CONTD.)

- Founders' Plaza Airport Observation Area
- Glass Cactus Night Club
- Golf Galaxy
- Grapevine Botanical Gardens
- Lone Star Hi-Railers Model Railroad Exhibit
- Grapevine Wine Tours
- Cruises and sailing on Lake Grapevine
- Lake Grapevine Cruises
- LEGOLAND® Discovery Center
- Main Event Entertainment
- Nash Farm, ca. 1859
- Palace Arts Center
- Peppa Pig World of Play
- Round 1 Entertainment
- SEA LIFE Grapevine Aquarium
- Summit Climbing Gym

## THEATERS

- AMC Dine-In Theatres - 30 Theatres
- Cinemark Tinseltown Grapevine - 17 Theatres
- Palace Theatre, ca. 1940
- Texas Star Dinner Theater
- OhLook Performing Arts Center
- Runway Theatre

## ART GALLERIES & FINE ART WORKING STUDIOS

- The Blacksmith Shop
- Giddens Gallery of Fine Art
- Grapevine Foundry
- Great American West Gallery
- International Porcelain Artists
- Holder Dane Art Gallery & Studio
- A Touch of Paris Art Gallery
- Tower Gallery / Grand Gallery
- VETRO Glassblowing Studio & Gallery

## GRAPEVINE MILLS

- 1.8 million sq. ft. of shopping space

## GOLF

- Bear Creek Golf Course (36 holes)
- Cowboys Golf Club (18 holes)
- Grapevine Golf Course (27 holes)

## EVENTS AND FESTIVALS 2020

- Jazz Wine Trains (March)
- Day Out With Thomas™ (April)
- Grapevine Market and Farmers Market and Grapevine Market (Fridays & Saturdays from April - October)
- 28<sup>th</sup> Annual Blessing of the Vines and New Vintage Wine & Gallery Trail (April)
- 19<sup>th</sup> Annual Spring Into Nash Farm (April)
- 36<sup>th</sup> Annual Main Street Fest (May)
- 12<sup>th</sup> Annual SummerBlast (May - September)
- 38<sup>th</sup> Annual Fireworks Extravaganza (July 4)
- 34<sup>th</sup> Annual GrapeFest® (September)
- 20<sup>th</sup> Annual Nash Farm Fall Round-Up (October)
- 23<sup>rd</sup> Annual Butterfly Flutterby (October)
- Christmas Capital of Texas® (early Nov. – Jan. 2021)

## RESTAURANTS

- 200+ Restaurants- family-owned and chains

**11,000+ hotel rooms within 15 minutes of downtown Grapevine!**  
Visit [www.GrapevineTexasUSA.com](http://www.GrapevineTexasUSA.com) FOR MORE INFORMATION.

# 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."

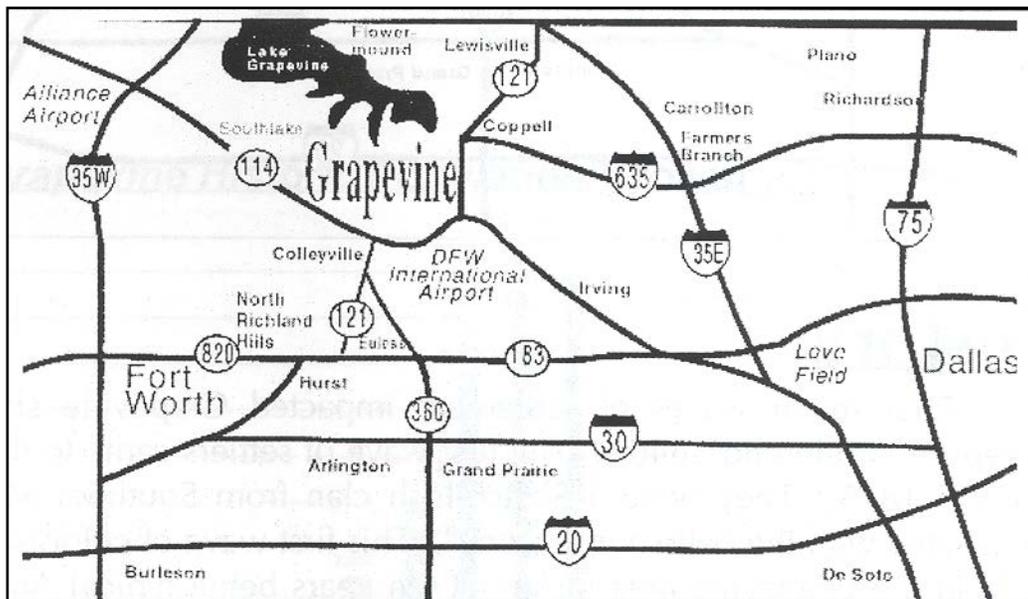
Grapevine has a total area of 35.85 square miles and is along a transitional zone between the eastern edge of the eastern Cross Timbers and the western side of the Black Prairie. The terrain is a combination of level ground and rolling hills and is heavily wooded in parts. The soils are heavy blackland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



# TEXRail

TEXRail is a 27-mile commuter rail line that extends from downtown Fort Worth, across northeast Tarrant County, through North Richland Hills and Grapevine, and into DFW International Airport's Terminal B. This line, which began service Jan. 10, 2019, offers a comfortable and convenient option for traveling to and from the airport. TEXRail features level boarding, a designated quiet car, seat back tray tables, overhead luggage racks, vertical bike racks and USB charging ports.

## TEX Rail Ridership

- Easy, direct option between Fort Worth and Grapevine and DFW Airport
- 30-minute frequency during peak hours – seven days a week
- Ridership has been strong with nearly 400,000 rides since opening in January



## 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.



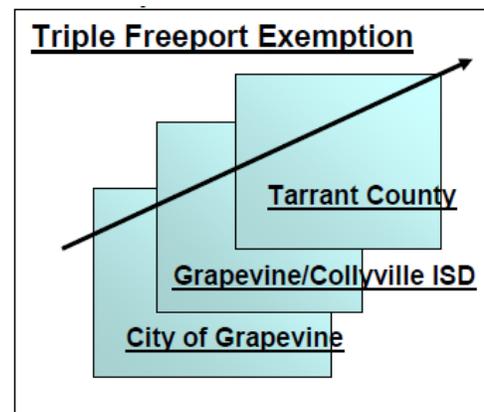
DFW Airport contains approximately 18,000 acres and directly employs some 60,000 personnel. The airport has seven runways, 165 gates, and is served by 25 passenger airlines and 22 cargo airlines. Every major city in the continental United States can be accessed within four hours. It ranks 4<sup>th</sup> in the world in terms of operations and 12<sup>th</sup> 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 in 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.

***23 Lodging Facilities with 5,750 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!

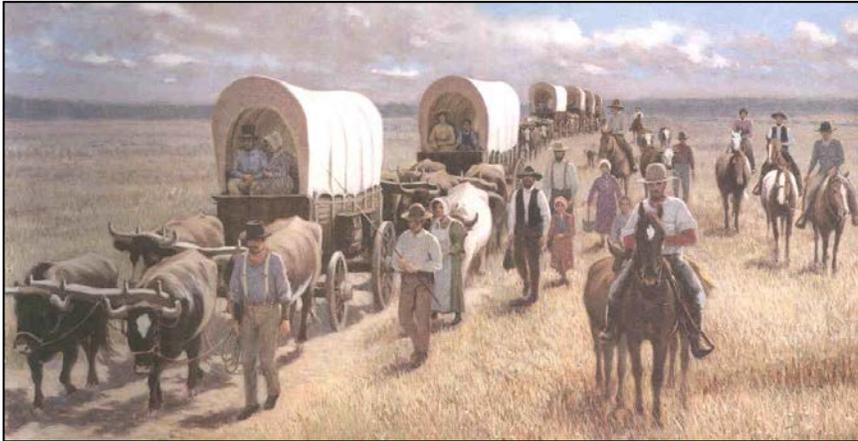


Five minutes from Dallas/Fort Worth International Airport in the center of the Metroplex and south of historic downtown Grapevine, The Grapevine Convention Center is a flexible, multi-use facility with 23,500 square feet of space. Pre-function areas are generous in size and finely appointed in decor,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

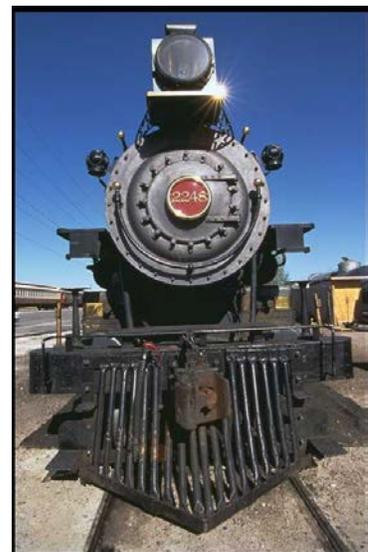
Much of the downtown Grapevine's Main Street is listed in the National Register of Historic Places, as is the Cotton Belt Railroad historic District, where the restored 1901 Cotton Belt Depot and 1888 Section Foreman's House anchor the Grapevine Heritage Center complex. History lives on at the center, 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** <sup>TM</sup> – Springtime brings an event that’s anticipated by kids of all ages. That’s when Thomas the Tank Engine <sup>TM</sup> 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!

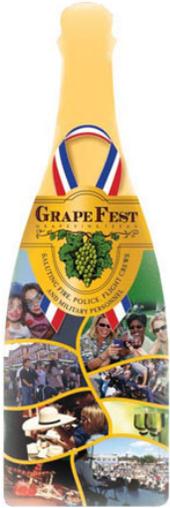
**Summer Blast** – Enjoy a summer jam-packed with cool events while you take advantage of some really hot summer hotel deals. Enjoy entertainment including spectacular fireworks shows that light up the sky every Friday night, excursions on the Grapevine Vintage Railroad, wine trails, an abundance of 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:	604
Population: (2018 Census Bureau)	53,976
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 2019) \$369,247	
Civilian Labor Force: (October 2018)	
Grapevine	32,190
Tarrant County	1,063,842
Unemployment Rate: (October 2019)	
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	106
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:	23
Number of Hotel Rooms:	5,750
Total square footage of meeting facilities	704,552
Education: (Grapevine-Colleyville ISD)	
Number of Facilities	20
Total Employees	1,973
Number of Teachers	975
Total District Enrollment	14,042
Student / Teacher Ratio	14:1
Average Years Experience of Teachers	13.0
Percentage of Teachers with Advanced Degrees	31.5%
Average Daily Attendance	12,932
Daily Attendance Rate	97.0%
District Dropout Rate	0.2%
Number of National Blue Ribbon Schools	11
Graduation Rate	97.5%
Tax Rate	\$1.3267 per \$100 valuation
Operating Budget	\$189 million
Expenditure per Student	\$13,503
Average SAT Score	1,621
Average AP Exam Score	3.15
Total Appraised Value: (July 2019)	
	\$14,503,723,763
Net Taxable Value: (July 2019)	
	\$9,285,556,518
Total Value of New Construction: (July 2019)	
	\$608,627,099
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.	\$559,145,706	
Gaylord Texan	\$407,132,619	
Grapevine Mills Mall	\$251,945,199	
Great Wolf Lodge	\$184,531,204	
Fund Riverwalk LLC	\$108,900,000	
Silver Oaks LP	\$77,000,000	
JLB Grapevine Bluffs LP	\$76,500,000	
CAE Simuflite Inc.	\$76,263,080	
Gamestop Texas LTD	\$75,445,729	
Oncor Electric Delivery Co. LLC	\$66,183,205	
Bond Ratings:	General	Revenue
Moody's	Aa1	A1
Standard & Poor's	AA+	A

<b>FY 2020-21 Tax Rate Comparison</b>					
	<b>City</b>	<b>County</b>	<b>School</b>	<b>Hospital &amp; College</b>	<b>Combined</b>
<b>Grapevine</b>	<b>0.282601</b>	<b>0.234000</b>	<b>1.303100</b>	<b>0.354599</b>	<b>2.174300</b>
Arlington	0.622500	0.234000	1.387100	0.354599	2.598199
Bedford	0.569000	0.234000	1.198000	0.354599	2.355599
Carrollton	0.587500	0.249740	1.254700	0.390100	2.482040
Cedar Hill	0.688102	0.249740	1.283300	0.390100	2.611242
Dallas	0.776300	0.249740	1.296735	0.390100	2.712875
Eules	0.462500	0.234000	1.198000	0.354599	2.249099
Fort Worth	0.747500	0.234000	1.378400	0.354599	2.714499
Garland	0.769600	0.249740	1.256300	0.390100	2.665740
Grand Prarie	0.669998	0.249740	1.509700	0.390100	2.819538
Haltom City	0.665760	0.234000	1.380300	0.354599	2.634659
Hurst	0.625159	0.234000	1.198000	0.354599	2.411758
Irving	0.594100	0.249740	1.275100	0.390100	2.509040
Keller	0.395000	0.234000	1.394700	0.354599	2.378299
Mansfield	0.690000	0.234000	1.446400	0.354599	2.724999
Mesquite	0.708620	0.249740	1.446400	0.390100	2.794860

## **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, 2020

Adjusted Tax Base Valuation	\$9,514,318,797
Constitutional Limit	2.5% of assessed valuation
Maximum Constitutional Revenue Available	\$237,857,969
Tax Rate to Achieve Maximum Tax Revenue	\$2.50 per \$100 of valuation
Adopted Tax Rate for 2019-20	\$0.282671 per \$100 of valuation
Available Unused Constitutional Max Tax Rate	\$2.217329

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 2020-2021 debt service requirements, and the 2019 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.

**2020 Tax Rate Calculation Worksheet****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, , TX,

www.grapevinetexas.gov

Taxing Unit 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 no-new-revenue (NNR) tax rate and voter-approval 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. The designated officer or employee shall certify that the officer or employee has accurately calculated the tax rates and used values shown for the certified appraisal roll or certified estimate. The officer or employee submits the rates to the governing body by Aug. 7 or as soon thereafter as practicable.

School districts do not use this form, but instead use Comptroller For 50-859 *Tax Rate Calculation Worksheet, School District without Chapter 313 Agreements* or Comptroller Form 50-884 *Tax Rate Calculation Worksheet, School District with Chapter 313 Agreements*.

Water districts as defined under Water Code Section 49.001(1) do use this form but instead use Comptroller Form 50-858 *Water District Voter-Approval Tax Rate Worksheet for Low Tax Rate and Developing Districts* or Comptroller Form 50-860 *Developed water District Voter-Approval Tax Rate Worksheet*.

The Comptroller's office provides this worksheet 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.

**STEP 1: No-New-Revenue Tax Rate**

The NNR 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 NNR tax rate should decrease.

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

While uncommon, it is possible for a taxing unit to provide an exemption for only maintenance and operations taxes. In this case, the taxing unit will need to calculate the NNR tax rate separately for the maintenance and operations tax and the debt tax, then add the two components together.

Line	No-New-Revenue Rate Activity	Amount/Rate
1.	<b>2019 total taxable value.</b> Enter the amount of 2019 taxable value on the 2019 tax roll today. Include any adjustments since last year's certification; exclude Tax Code Section 25.25(d) one-fourth and one-third over-appraisal corrections from these adjustments. Exclude any property value subject to an appeal under Chapter 42 as of July 25 (will add undisputed value in Line 6). 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 17).[1]	\$9,792,664,492
2.	<b>2019 tax ceilings.</b> Counties, cities and junior college districts. Enter 2019 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 2019 or a prior year for homeowners age 65 or older or disabled, use this step.[2]	\$0
3.	<b>Preliminary 2019 adjusted taxable value.</b> Subtract Line 2 from Line 1.	\$9,792,664,492
4.	<b>2019 total adopted tax rate.</b>	\$.284271
5.	<b>2019 taxable value lost because court appeals of ARB decisions reduced 2019 appraised value.</b>	
	<b>A. Original 2019 ARB values:</b>	\$1,667,679,451
	<b>B. 2019 values resulting from final court decisions:</b>	\$1,523,521,506
	<b>C. 2019 value loss.</b> Subtract B from A.[3]	\$144,157,945

Line	No-New-Revenue Rate Activity	Amount/Rate
6.	2019 taxable value subject to an appeal under Chapter 42, as of July 25.	
	A. 2019 ARB certified value:	0
	B. 2019 disputed value:	0
	C. 2019 undisputed value Subtract B from A.[4]	0
7.	2019 Chapter 42-related adjusted values. Add Line 5 and 6	144,157,945
8.	2019 taxable value, adjusted for court-ordered reductions. Add Line 3 and Line 7	\$9,936,822,437
9.	2019 taxable value of property in territory the taxing unit deannexed after Jan. 1, 2019. Enter the 2019 value of property in deannexed territory.[5]	\$0
10.	2019 taxable value lost because property first qualified for an exemption in 2020. 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 due to freeport, goods-in-transit, temporary disaster exemptions. Note that lowering the amount or percentage of an existing exemption in 2020 does not create a new exemption or reduce taxable value.	
	A. Absolute exemptions. Use 2019 market value:	\$934,029
	B. Partial exemptions. 2020 exemption amount or 2020 percentage exemption times 2019 value:	\$65,669,318
	C. Value loss. Add A and B.[6]	\$66,603,347
11.	2019 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 2020. Use only properties that qualified in 2020 for the first time; do not use properties that qualified in 2019.	
	A. 2019 market value:	\$0
	B. 2020 productivity or special appraised value:	\$0
	C. Value loss. Subtract B from A.[7]	\$0
12.	Total adjustments for lost value. Add Lines 9, 10C and 11C.	\$66,603,347
13.	Adjusted 2019 taxable value. Subtract Line 12 from Line 8	\$9,870,219,090
14.	Adjusted 2019 total levy. Multiply Line 4 by Line 13 and divide by \$100	\$28,058,170
15.	Taxes refunded for years preceding tax year 2019. Enter the amount of taxes refunded by the district for tax years preceding tax year 2019. 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 2019. This line applies only to tax years preceding tax year 2019.[8]	\$315,328
16.	Taxes in tax increment financing (TIF) for tax year 2019 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 2020 captured appraised value in Line 18D, enter 0.[9]	\$2,290,923
17.	Adjusted 2019 levy with refunds and TIF adjustment. Add Lines 14, and 15, subtract Line 16.[10]	\$26,082,575
18.	Total 2020 taxable value on the 2020 certified appraisal roll today. This value includes only certified values or certified estimate of values and includes the total taxable value of homesteads with tax ceilings (will deduct in Line 20). These homesteads include homeowners age 65 or older or disabled.[11]	
	A. Certified values:	\$9,411,012,077
	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 2020 captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the	\$792,840,532

Line	No-New-Revenue Rate Activity	Amount/Rate
	2020 taxes will be deposited into the tax increment fund. Do not include any new property value that will be included in Line 23 below.[12]	
	<b>E. Total 2020 value</b> Add A and B, then subtract C and D	\$8,618,171,545
<b>19.</b>	<b>Total value of properties under protest or not included on certified appraisal roll.[13]</b>	
	<b>A. 2020 taxable value of properties under protest</b> 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 under protest.[14]	\$462,022,885
	<b>B. 2020 value of properties not under protest or included on certified appraisal roll.</b> 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 of property not on the certified roll.[15]	\$225,877,343
	<b>C. Total value under protest or not certified.</b> Add A and B.	\$687,900,228
<b>20.</b>	<b>2020 tax ceilings.</b> Counties, cities and junior colleges enter 2020 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 2019 or a prior year for homeowners age 65 or older or disabled, use this step.[16]	\$0
<b>21.</b>	<b>2020 total taxable value.</b> Add Lines 18E and 19C. Subtract Line 20C.[17]	\$9,306,071,773
<b>22.</b>	<b>Total 2020 taxable value of properties in territory annexed after Jan. 1, 2019.</b> Include both real and personal property. Enter the 2020 value of property in territory annexed.[18]	\$0
<b>23.</b>	<b>Total 2020 taxable value of new improvements and new personal property located in new improvements.</b> New means the item was not on the appraisal roll in 2019. 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, 2019 and be located in a new improvement. New improvements <b>do</b> include property on which a tax abatement agreement has expired for 2020.[19]	\$79,660,310
<b>24.</b>	<b>Total adjustments to the 2020 taxable value.</b> Add Lines 22 and 23.	\$79,660,310
<b>25.</b>	<b>Adjusted 2020 taxable value.</b> Subtract Line 24 from Line 21.	\$9,226,411,463
<b>26.</b>	<b>2020 NNR tax rate.</b> Divide Line 17 by Line 25 and multiply by \$100.[20]	\$.282694 /\$100
<b>27.</b>	<b>COUNTIES ONLY.</b> Add together the NNR tax rates for each type of tax the county levies. The total is the 2020 county NNR tax rate.[21]	

[1]Tex. Tax Code Section

[2]Tex. Tax Code Section

[3]Tex. Tax Code Section

[4]Tex. Tax Code Section

[5]Tex. Tax Code Section

[6]Tex. Tax Code Section

[7]Tex. Tax Code Section

[8]Tex. Tax Code Section

[9]Tex. Tax Code Section

[10]Tex. Tax Code Section

[11]Tex. Tax Code Section

[12]Tex. Tax Code Section

[13]Tex. Tax Code Section

[14]Tex. Tax Code Section

[15]Tex. Tax Code Section

[16]Tex. Tax Code Section

[17]Tex. Tax Code Section

[18]Tex. Tax Code Section

[19]Tex. Tax Code Section

[20]Tex. Tax Code Section

[21]Tex. Tax Code Section

**STEP 2: Voter-Approval Tax Rate**

The voter-approval tax rate is the highest tax rate that a taxing unit may adopt without holding an election to seek voter approval of the rate. The voter-approval tax rate is split into two separate rates:

**1. Maintenance and Operations (M&O) Tax Rate:** 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 the applicable percentage allowed by law. This rate accounts for such things as salaries, utilities and day-to-day operations.

**2. Debt Rate:** The debt 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 voter-approval tax rate for a county is the sum of the voter-approval tax rates calculated for each type of tax the county levies. In most cases the voter-approval tax rate exceeds the no-new-revenue tax rate, but occasionally decreases in a taxing unit's debt service will cause the NNR tax rate to be higher than the voter-approval tax rate.

Line	Voter Approval Tax Rate Activity	Amount/Rate
28.	<b>2019 M&amp;O tax rate.</b> Enter the 2019 M&O tax rate.	\$ .141579
29.	<b>2019 taxable value, adjusted for actual and potential court-ordered adjustments.</b> Enter the amount in Line 8 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	9,936,822,437
30.	<b>Total 2019 M&amp;O levy.</b> Multiply Line 28 by Line 29 and divide by 100.	14,068,453
31.	<b>Adjusted 2019 levy for calculating NNR M&amp;O rate.</b>	
	<b>A. 2019 sales tax specifically to reduce property taxes.</b> For cities, counties and hospital districts, enter the amount of additional sales tax collected and spent on M&O expenses in 2019, if any. Other taxing units, enter 0. Counties must exclude any amount that was spent for economic development grants from the amount of sales tax spent.	0
	<b>B. M&amp;O taxes refunded for years preceding tax year 2019.</b> 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 2019. This line applies only to tax years preceding tax year 2019.	157,033
	<b>C. 2019 taxes in TIF:</b> 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 2020 captured appraised value in Line 18D, enter 0.	1,140,977
	<b>D. 2019 transferred function:</b> 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 E below. The taxing unit receiving the function will add this amount in E below. Other taxing units enter 0.	0
	<b>E. 2019 M&amp;O levy adjustments.</b> Add A and B, then subtract C. For taxing unit with D, subtract if discontinuing function and add if receiving function	-983,944
	<b>F. Add Line 30 to 31E.</b>	13,084,509
32.	<b>Adjusted 2020 taxable value.</b> Enter the amount in Line 25 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	9,226,411,463
33.	<b>2020 NNR M&amp;O rate (unadjusted)</b> Divide Line 31F by Line 32 and multiply by \$100.	0.141816
34.	<b>Rate adjustment for state criminal justice mandate.[23]</b>	
	<b>A. 2020 state criminal justice mandate.</b> Enter the amount spent by a county in the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose.	0
	<b>B. 2019 state criminal justice mandate</b> Enter the amount spent by a county in the 12 months prior to the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose. Enter zero if this is the first time the mandate applies	0

Line	Voter Approval Tax Rate Activity	Amount/Rate
	C. Subtract B from A and divide by Line 32 and multiply by \$100	0.000000
	D. Enter the rate calculated in C. If not applicable, enter 0.	0.000000
<b>35.</b>	<b>Rate adjustment for indigent health care expenditures[24]</b>	
	<b>A. 2020 indigent health care expenditures</b> Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, 2019 and ending on June 30, 2020, less any state assistance received for the same purpose	0
	<b>B. 2019 indigent health care expenditures</b> Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, 2018 and ending on June 30, 2019, less any state assistance received for the same purpose	0
	C. Subtract B from A and divide by Line 32 and multiply by \$100	0.000000
	D. Enter the rate calculated in C. If not applicable, enter 0.	0.000000
<b>36.</b>	<b>Rate adjustment for county indigent defense compensation.[25]</b>	
	<b>A. 2020 indigent defense compensation expenditures.</b> Enter the amount paid by a county to provide appointed counsel for indigent individuals for the period beginning on July 1, 2019 and ending on June 30, 2020, less any state grants received by the county for the same purpose	0
	<b>B. 2019 indigent defense compensation expenditures.</b> Enter the amount paid by a county to provide appointed counsel for indigent individuals for the period beginning on July 1, 2018 and ending on June 30, 2019, less any state grants received by the county for the same purpose	0
	C. Subtract B from A and divide by Line 32 and multiply by \$100	0.000000
	D. Multiply B by 0.05 and divide by Line 32 and multiply by \$100.	0.000000
	E. Enter the lessor of C and D. If not applicable, enter 0.	0.000000
<b>37.</b>	<b>Rate adjustment for county hospital expenditures.</b>	
	<b>A. 2020 eligible county hospital expenditures</b> Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, 2019 and ending on June 30, 2020	0
	<b>B. 2019 eligible county hospital expenditures</b> Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, 2018 and ending on June 30, 2019	0
	C. Subtract B from A and divide by Line 32 and multiply by \$100	0.000000
	D. Multiply B by 0.08 and divide by Line 32 and multiply by \$100	0.000000
	E. Enter the lessor of C and D, if applicable. If not applicable, enter 0.	0.000000
<b>38.</b>	<b>Adjusted 2020 NNR M&amp;O rate.</b> Add Lines 33, 34D, 35D, 36E, and 37E.	0.141816
<b>39.</b>	<b>2020 voter-approval M&amp;O rate.</b> Enter the rate as calculated by the appropriate scenario below. <b>Special Taxing Unit</b> If the taxing unit qualifies as a special taxing unit, multiply Line 38 by 1.08 <b>-or-</b> <b>Other Taxing Unit</b> If the taxing unit does not qualify as a special taxing unit, multiply Line 38 by 1.035. <b>-or-</b> <b>Taxing unit affected by disaster declaration</b> If the taxing unit is located in an area declared as disaster area, the governing body may direct the person calculating the voter-approval rate to calculate in the manner provided for a special taxing unit. The taxing unit shall continue to calculate the voter-approval rate in this manner until the earlier of 1) the second year in which total taxable value on the certified appraisal roll exceeds the total taxable value of the tax year in which the disaster occurred, and 2) the third tax year after the tax year in which the disaster occurred. If the taxing unit qualifies under this scenario, multiply Line 38 by 1.08. [27]	0.146779

Line	Voter Approval Tax Rate Activity	Amount/Rate
40.	<b>Total 2020 debt to be paid with property taxes and additional sales tax revenue.</b> Debt means the interest and principal that will be paid on debts that: (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.	
	<b>A. Debt</b> 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	18,601,768
	<b>B. Subtract unencumbered fund amount</b> used to reduce total debt.	0
	<b>C. Subtract certified amount spent from sales tax to reduce debt</b> (enter zero if none)	0
	<b>D. Subtract amount paid</b> from other resources	5,007,267
	<b>E. Adjusted debt</b> Subtract B, C and D from A	13,594,501
41.	<b>Certified 2019 excess debt collections</b> Enter the amount certified by the collector.	0
42.	<b>Adjusted 2020 debt</b> Subtract Line 41 from Line 40E	13,594,501
43.	<b>2020 anticipated collection rate.</b>	
	<b>A.</b> Enter the 2020 anticipated collection rate certified by the collector	105.00
	<b>B.</b> Enter the 2019 actual collection rate	107.00
	<b>C.</b> Enter the 2018 actual collection rate	105.00
	<b>D.</b> Enter the 2017 actual collection rate	108.00
	<b>E.</b> If the anticipated collection rate in A is lower than actual collection rates in B, C and D, enter the lowest collection rate from B, C and D. If the anticipated rate in A is higher than at least one of the rates in the prior three years, enter the rate from A. Note that the rate can be greater than 100%.	105.00
44.	<b>2020 debt adjusted for collections.</b> Divide Line 42 by Line 43E.	12,947,144
45.	<b>2020 total taxable value.</b> Enter the amount on Line 21 of the No-New-Revenue Tax Rate Worksheet.	9,306,071,773
46.	<b>2020 debt rate</b> Divide Line 44 by Line 45 and multiply by \$100.	0.139125
47.	<b>2020 voter-approval tax rate.</b> Add Line 39 and 46.	0.285904
48.	<b>COUNTIES ONLY.</b> Add together the voter-approval tax rate for each type of tax the county levies. The total is the 2020 county voter-approval tax rate.	
STEP 3 NNR Tax Rate and Voter-Approval Tax Rate Adjustments for 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 NNR and voter-approval 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 NNR tax rate and/or voter-approval tax rate because it adopted the additional sales tax.

Line	Additional Sales and Use Tax Worksheet	Amount/Rate
49.	<b>Taxable sales.</b> For taxing units that adopted the sales tax in November 2019 or May 2020, enter the Comptroller's estimate of taxable sales for the previous four quarters [32]. Estimates of taxable sales may be obtained through the Comptroller's Allocation Historical Summary webpage. Taxing units that adopted the sales tax before November 2019, skip this line.	0
50.	<b>Estimated sales tax revenue.</b> Counties exclude any amount that is or will be spent for economic development grants from the amount of estimated sales tax revenue.[33] <b>Taxing units that adopted the sales tax in November 2019 or in May 2020.</b> Multiply the amount on Line 49 by the sales tax rate (.01, .005 or .0025, as applicable) and multiply the result by .95 [34] -or- <b>Taxing units that adopted the sales tax before November 2019.</b> Enter the sales tax revenue for the previous four quarters. Do not multiply by .95.	0

Line	Additional Sales and Use Tax Worksheet	Amount/Rate
51.	<b>2020 total taxable value.</b> Enter the amount from Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	9,306,071,773
52.	<b>Sales tax adjustment rate.</b> Divide Line 50 by Line 51 and multiply by \$100.	0.000000
53.	<b>2020 NNR tax rate, unadjusted for sales tax</b> [35]. Enter the rate from Line 26 or 27, as applicable, on the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ .282694
54.	<b>2020 NNR tax rate, adjusted for sales tax.</b> <b>Taxing units that adopted the sales tax in November 2019 or in May 2020.</b> Subtract Line 52 from Line 53. Skip to Line 55 if you adopted the additional sales tax before November 2019.	\$ .282694
55.	<b>2020 voter-approval tax rate, unadjusted for sales tax.</b> [36] Enter the rate from Line 47 or Line 48 as applicable, of the <i>Voter-Approval Tax Rate Worksheet</i>	0.285904
56.	<b>2020 voter-approval tax rate, adjusted for sales tax.</b> Subtract Line 52 from Line 55.	0.285904

[37]Tex. Tax Code Section [38]Tex. Tax Code Section

#### STEP 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.

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.

Line	Activity	Amount/Rate
57.	<b>Certified expenses from the Texas Commission on Environmental Quality (TCEQ).</b> Enter the amount certified in the determination letter from TCEQ [37]. The taxing unit shall provide its tax assessor-collector with a copy of the letter.[38]	\$0
58.	<b>2020 total taxable value.</b> Enter the amount from Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$9,306,071,773
59.	<b>Additional rate for pollution control.</b> Divide Line 57 by Line 58 and multiply by \$100.	0.000000
60.	<b>2020 voter-approval tax rate, adjusted for pollution control.</b> Add Line 59 to one of the following lines (as applicable): Line 47, Line 48 (counties) or Line 56 (taxing units with the additional sales tax).	0.285904

[37]Tex. Tax Code Section

[38]Tex. Tax Code Section

**STEP 5: Voter-Approval Tax Rate Adjustment for Unused Increment Rate**

The unused increment rate is the rate equal to the difference between the adopted tax rate and voter-approval tax rate before the unused increment rate for the prior three years [39]. In a year where a special taxing unit adopts a rate above the voter-approval tax rate by applying any portion of the unused increment rate, the unused increment rate for that year would be zero.

For each tax year before 2020, the difference between the adopted tax rate and voter-approval rate is considered zero, therefore the unused increment rate for 2020 is zero.[40]

This section should only be completed by a taxing unit that is a municipality of less than 30,000 or a taxing unit that does not meet the definition of a special taxing unit. [41]

Line	Activity	Amount/Rate
61.	<b>2019 unused increment rate.</b> Subtract the 2019 actual tax rate and the 2019 unused increment rate from the 2019 voter-approval tax rate. If the number is less than zero, enter zero. If the year is prior to 2020, enter zero.	0.000000
62.	<b>2018 unused increment rate.</b> Subtract the 2018 actual tax rate and the 2018 unused increment rate from the 2018 voter-approval tax rate. If the number is less than zero, enter zero. If the year is prior to 2020, enter zero.	0.000000
63.	<b>2017 unused increment rate.</b> Subtract the 2017 actual tax rate and the 2017 unused increment rate from the 2017 voter-approval tax rate. If the number is less than zero, enter zero. If the year is prior to 2020, enter zero.	0.000000
64.	<b>2020 unused increment rate.</b> Add Lines 61, 62 and 63.	0.000000
65.	<b>2020 voter-approval tax rate, adjusted for unused increment rate.</b> Add Line 64 to one of the following lines (as applicable): Line 47, Line 48 (counties), Line 56 (taxing units with the additional sales tax) or Line 60 (taxing units with pollution control).	

**STEP 6: De Minimis Rate**

The de minimis rate is the rate equal to the sum of the no-new-revenue maintenance and operations rate, the rate that will raise \$500,000, and the current debt rate for a taxing unit.[42]

This section should only be completed by a taxing unit that is a municipality of less than 30,000 or a taxing unit that does not meet the definition of a special taxing unit. [43]

Line	Activity	Amount/Rate
66.	<b>Adjusted 2020 NNR M&amp;O tax rate.</b> Enter the rate from Line 38 of the <i>Voter-Approval Tax Rate Worksheet</i>	0.000000
67.	<b>2020 total taxable value.</b> Enter the amount on Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i>	0
68.	<b>Rate necessary to impose \$500,000 in taxes.</b> Divide \$500,000 by Line 67 and multiply by \$100.	0.000000
69.	<b>2020 debt rate</b> Enter the rate from Line 46 of the <i>Voter- Approval Tax Rate Worksheet</i>	0.000000
70.	<b>De minimis rate</b> Add Lines 66, 68 and 69.	0.000000

**STEP 7: Total Tax Rate**

Indicate the applicable total tax rates as calculated above.

<b>No-new-revenue tax rate</b>	0.282694
<b>Voter-Approval Tax Rate</b>	0.285904
<b>De minimis rate</b>	0.000000

**STEP 8: Taxing Unit Representative Name and Signature**

print here Colette Ballinger  
Printed Name of Taxing Unit Representative

sign here   
Taxing Unit Representative

August 4, 2020  
Date

# 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, operated by Trinity Metro, 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 Trinity Metro 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. 2020-013

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GRAPEVINE, TEXAS, APPROVING THE TAX ROLLS FOR TAX YEAR 2020 ON PROPERTY WITHIN THE CITY; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, on or by July 25, 2020, the Chief Appraisers of the Tarrant, Dallas and Denton Appraisal Districts approved and provided to the Grapevine City Council the Tax Rolls for 2020 with a total appraised value of \$15,359,590,492 and having a net taxable value of \$9,411,012,077. Tarrant County provided certified values while Dallas and Denton Counties provided certified estimates. Certified values will be provided at a later date; 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 in the preamble are true and correct and are incorporated herein as if copied in their entirety.

Section 2. That the Certified Tax Rolls value for the tax year 2020 for the City of Grapevine, Texas be and hereby approved in the amount of \$15,359,590,492 for total appraised value.

Section 3. That the certified net taxable value (total appraised value less exemptions) of \$9,411,012,077 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 \$462,022,885 has been assigned to this property and \$225,877,343 in properties not on the rolls, for a total of \$687,900,228 used for budget purposes.

Section 5. That this resolution shall take effect from and after the date of its passage.

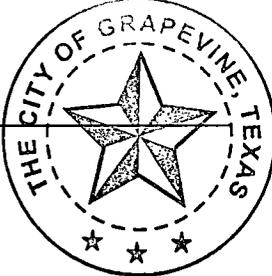
PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF GRAPEVINE, TEXAS on this the 4th day of August, 2020.

APPROVED:

  
\_\_\_\_\_  
William D. Tate  
Mayor

ATTEST:

  
\_\_\_\_\_  
Tara Brooks  
City Secretary



APPROVED AS TO FORM:

  
\_\_\_\_\_  
City Attorney

RESOLUTION NO. 2020-015

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GRAPEVINE, TEXAS, APPROVING THE PROPOSED TAX RATES FOR TAX YEAR 2020 ON PROPERTY WITHIN THE CITY; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, On August 4, 2020, the City Council approved the Certified Tax Rolls and Certified Estimates provided by the Tarrant, Dallas and Denton County Appraisal Districts; and

WHEREAS, The City's appointed Tax Assessor Collector is the Tax Assessor Collector of the Grapevine-Colleyville Independent School District; and

WHEREAS, The City's appointed Tax Assessor Collector has calculated the 2020 No New Revenue Tax Rate and 2020 Voter Approval Tax Rate in accordance with Senate Bill 2 provisions using certified values; and

WHEREAS, The City has calculated the 2020 Proposed Tax Rate using certified values required to obtain Fiscal Year 2021 budgeted revenues; and

WHEREAS, The City's 2020 Proposed Tax Rate of 0.282601 per \$100 is less than the 2020 No New Revenue Rate of 0.282694 per \$100 and less than the 2020 Voter Approval Tax Rate of 0.285904 per \$100; 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 in the preamble are true and correct and are incorporated herein as if copied in their entirety.

Section 2. That the 2020 Proposed Tax Rate of 0.282601 per \$100 is hereby approved for use in calculating budgeted revenue for fiscal year 2021.

Section 3. 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 18th day of August, 2020.

APPROVED:

  
\_\_\_\_\_  
William D. Tate  
Mayor

ATTEST:

  
\_\_\_\_\_  
Tara Brooks  
City Secretary



APPROVED AS TO FORM:

  
\_\_\_\_\_  
City Attorney

ORDINANCE NO. 2020-040

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, 2020 AND ENDING SEPTEMBER 30, 2021; 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 2020-2021 (FY 2021) was heretofore published in accordance with law; and

WHEREAS, a public hearing was duly held and all interested persons were given an opportunity to be heard for or against any item therein; and

WHEREAS, all constitutional and statutory prerequisites for the approval of this ordinance have been met, including but not limited to the Open Meetings Act; and

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

Section 2. That the appropriation amounts for the FY2020-2021 budget for the different funds of the City of Grapevine are hereby fixed as follows:

General Fund	\$64,519,648
Convention and Visitors Bureau Fund	20,345,029
Convention and Leisure Incentives Fund	4,716,651
Stormwater Drainage Fund	1,344,592
Crime Control & Prevention District Fund	17,808,172
Lake Parks Special Revenue Fund	2,879,687
4-B / Trinity Metro Fund	9,218,161
Economic Development Fund	3,763,721
Debt Service Fund	15,619,369
Utility Enterprise Fund	24,167,755
Golf Enterprise Fund	3,065,257
Permanent Capital/Street Maintenance Fund	1,790,000

Section 3. That the City Council hereby adopts the revised budget for the fiscal year ending September 30, 2020 and the proposed Annual Operating Budget for the fiscal year ending September 30, 2021 and appropriates the funds contained therein.

Section 5. That a copy of the official adopted FY2020-2021 budget document shall be kept on file in the office of the City Secretary and the City of Grapevine website.

Section 6. 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 7. 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 FY2020 and FY2021 is approved.

Section 8. That the City Manager is authorized to reclassify personnel positions within city service as warranted.

Section 9. 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 10. That the reserve requirement for the Golf Enterprise Fund is suspended for FY2020 and FY2021.

Section 11. That the fact that the fiscal year begins on October 1, 2020 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 1st day of September, 2020.

APPROVED:

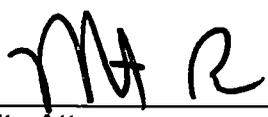
  
\_\_\_\_\_  
William D. Tate  
Mayor

ATTEST:

  
\_\_\_\_\_  
Tara Brooks  
City Secretary



APPROVED AS TO FORM:

  
\_\_\_\_\_  
City Attorney

ORDINANCE NO. 2020-042

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GRAPEVINE, TEXAS, SETTING THE ANNUAL TAX RATE FOR TAX YEAR 2020 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 2020 - 2021 (FY 2021), in compliance with appropriate state laws and the Charter of the City of Grapevine; and,

WHEREAS, a public hearing was held on the FY 2021 budget and all interested parties were given an opportunity to be heard for or against any item contained therein; and,

WHEREAS, public hearings were not required regarding the 2020 proposed ad valorem tax rate since the City's proposed tax rate is less than both the No New Revenue Rate and the Voter Approval rate; and,

WHEREAS, an ad valorem tax rate of \$0.282601 per \$100 valuation has been considered for tax year 2020.

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 2020 at a rate of twenty-eight twenty-six and one hundreds cents (\$0.282601) per one hundred dollars (\$100.00) valuation. THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE. THE TAX RATE WILL EFFECTIVELY BE RAISED BY 3.28 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$1.90.

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 2020, 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 \$0.143476 per \$100 is levied.
- B. For Debt Service, a tax rate of \$0.139125 per \$100 is levied.

Section 3. That taxes levied by this ordinance shall be due and payable on the first day of October, 2020 and shall become delinquent on the first day of February, 2021, 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, 2021. 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, 2020 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 15th day of September, 2020.

APPROVED:

  
\_\_\_\_\_  
William D. Tate  
Mayor

ATTEST:

  
\_\_\_\_\_  
Tara Brooks  
City Secretary



APPROVED AS TO FORM:

  
\_\_\_\_\_  
City Attorney

GRAPEVINE 4B ECONOMIC DEVELOPMENT CORPORATION

RESOLUTION NO. 4B 2020-001

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, 2020 AND ENDING SEPTEMBER 30, 2021; 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, 2021.

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.

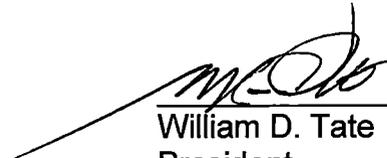
Section 4. That the City Manager, and/or Assistant City Manager and/or Chief Financial Officer and/or designated investment officer are authorized to invest any funds not needed for current use in Official City Depositories, in any investment instrument authorized by the City's Investment Policy and 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 2021.

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 1st day of September, 2020.

APPROVED:

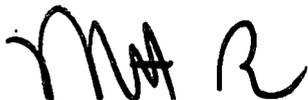
  
\_\_\_\_\_  
William D. Tate  
President

ATTEST:

  
\_\_\_\_\_  
Tara Brooks  
City Secretary



APPROVED AS TO FORM:

  
\_\_\_\_\_  
City Attorney

CITY OF GRAPEVINE  
CRIME CONTROL AND PREVENTION DISTRICT

RESOLUTION NO. CCPD 2020-001

A RESOLUTION OF THE CITY OF GRAPEVINE CRIME CONTROL AND PREVENTION DISTRICT BOARD ADOPTING AND PROPOSING A BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2020 AND ENDING SEPTEMBER 30, 2021; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, pursuant to Chapter 363 of the Texas Local Government Code (the "Code") the City of Grapevine created the City of Grapevine Crime Control and Prevention District ("CGCCPD") through an election held on November 7, 2006; and

WHEREAS, the CGCCPD was reauthorized for an additional fifteen (15) year period through an election held on May 14, 2011; and

WHEREAS, Chapter 363.201(a) provides that the Board of Directors for the CGCCPD ("Board") shall establish the fiscal year for the CGCCPD and the CGCCPD shall operate on the basis of that year; and

WHEREAS, the fiscal year for the CGCCPD coincides with the fiscal year of the City of Grapevine, Texas, being October 1 to September 30 of each calendar year; and

WHEREAS, the Board finds that all the requirements of Chapter 363 of the Code have been met; and

WHEREAS, the Board has reviewed the proposed FY 2021 budget for the CGCCPD; and

WHEREAS, all legal prerequisites for the adoption of this resolution have been met, including but not limited to the Local Government Code and the Open Meetings Act; and

WHEREAS, the Board hereby declares that the approval of this resolution is in the best interests of the health, safety, and welfare of the public.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF THE CITY OF GRAPEVINE CRIME CONTROL AND PREVENTION DISTRICT:

Section 1. That all matters stated herein above are true and correct and are incorporated herein by reference, as if copied in their entirety.

Section 2. That the Board of Directors for the Crime Control and Prevention District hereby approves and recommends that the City Council of the City of Grapevine, Texas, approve the proposed FY 2020 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 1st day of September, 2020.

APPROVED:

  
\_\_\_\_\_  
William D. Tate  
Presiding Officer

ATTEST:

  
\_\_\_\_\_  
Tara Brooks  
City Secretary



APPROVED AS TO FORM:

  
\_\_\_\_\_  
City Attorney