



Filed  
Tarrant County Clerk

1:00 pm, Jan 17 2025

Mary Louise Nicholson  
County Clerk

by **ngorena**

# ANNUAL OPERATING BUDGET

Fiscal Year  
2025



# City of Grapevine

## Fiscal Year 2024-2025

### Budget Cover Page

### September 17, 2024

This budget will raise more revenue from property taxes than last year's budget by an amount of \$86,789, which is a 0.33 percent increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$132,503.

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

<b>FOR:</b>	William D. Tate	Darlene Freed
	Chris Coy	Duff O'Dell
	Paul Slechta	Sharron Rogers
	Leon Leal	

**AGAINST:**

**PRESENT** and not voting:

**ABSENT:**

### Property Tax Rate Comparison

	<b>2024-2025</b>	<b>2023-2024</b>
Property Tax Rate:	\$0.241165/100	\$0.250560/100
No-New-Revenue Tax Rate:	\$0.241165/100	\$0.250560/100
No-New-Revenue Maintenance & Operations Tax Rate:	\$0.145601/100	\$0.146090/100
Voter-Approval Tax Rate:	\$0.299582/100	\$0.265435/100
Debt Rate:	\$0.109353/100	\$0.114232/100

Total debt obligation for City of Grapevine secured by property taxes: \$11,904,724

#### In accordance with Local Government Code Section 140.0045

	FY24 Budget	FY24 Estimated	FY25 Budget
Legislative services	\$100,000	\$182,350	\$100,000
Newspaper publications	\$7,000	\$6,082	\$7,000

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*City of Grapevine, Texas*

# **ANNUAL OPERATING BUDGET**

*October 1, 2024 to September 30, 2025*

**AS ADOPTED BY THE CITY COUNCIL**



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**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**

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**CITY OF GRAPEVINE, TEXAS**  
**ADMINISTRATIVE OFFICIALS**

**Bruno Rumbelow**  
*City Manager*

**Jennifer Hibbs**  
*Assistant City Manager*

**Matthew C.G. Boyle**  
*City Attorney*

**Tara Brooks**  
*City Secretary*

**Jeffrey Strawn**  
*Chief Financial Officer*

**Alan Wayland**  
*Municipal Court Judge*

**Erica Marohnic**  
*Director of Planning Services*

**Bryan Beck**  
*Director of Public Works*

**Michael Hamlin**  
*Chief of Police*

**Darrell Brown**  
*Fire Chief*

**Chris Smith**  
*Director of Parks and Recreation*

**Leigh Kapsos**  
*Library Director*

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

**Robert Singletary**  
*Director of Golf*

**Rachel Huitt**  
*Director of Human Resources*

**Tessa Allberg**  
*Chief Technology Officer*

**Garin Giacomarro**  
*Director of Economic Development*

**Larry Gray**  
*Building Official*

**Matt Feryan**  
*Assistant Finance Director*

**Diana De Nava**  
*Budget Assistant*

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## 2024-2025 BOARD AND COMMISSION APPOINTMENTS

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

Joy Mayo, Kristina Valentine, Dee Johnson, JoDan Shelton

### **Board of Zoning Adjustments**

Doug Anderson, Jonathan Gaspard

### **Building Board of Appeals**

Dave Custable, Joe Lipscomb, Dave Hallberg, Sergio Harris

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

Cynthia Blankenship, Chuck Pacioni, Joe Szymaszek, Mark Terpening, Debi Meek, Michael Oakley

### **Golf Course Advisory Board**

Robert Blalock, Louis Capone, Thomas Cherry, Gary Kemp, Mark Wykes

### **Grapevine Heritage Foundation**

Austin Kellerman, Wendy Nelson, Melva Stanfield, David Stine, Balla Wright, Kimberly Hale, Melva Stanfield

### **Historic Preservation Commission**

Ashley Anderson, Jana Garcia, Theresa Meyer, Margaret Telford, Taylor Bunn, David Ewbank, Janice Rhoda

### **Housing Authority Board of Commissioners**

Bonnie McHugh, Bruce Woodward

### **Library Board**

Suzanne Matthews, Gerald Shannon, Krishna Shenoy

### **Metroport Teen Court Advisory Board**

Marjorie Lewis, Kevin Sellers

### **Parks & Recreation Board**

Roy Robertson, Rob Fenton, Christian Ross, Lavon Light, Robyn Readicker, Audrey Torres, Avery Gaudet

### **Planning & Zoning Commission**

Traci Hutton, Kirby Kercheval, Justin Roberts, Mark Assad, Wayne Johnson Jr.

### **Senior Citizens Advisory Board**

Jan Ramsey, Ric Clark, Vicki Dale, Luann Gatts

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

Matt Carnes, Shawn Spradley, Laurie Leenhouts

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October 1, 2024

Honorable Mayor and Members of the City Council,

We are pleased to present the FY2025 Adopted Budget which was developed upon the following principles:

Dallas-Fort Worth and Texas economies are excelling

Sales tax collections for FY2025 are expected to maintain record levels reached in FY2024

Economic activity is expected to moderate over the next 12 months

Prices for goods and services remain elevated due to inflation

### **General Fund**

The FY2025 General Fund budget grows by \$8.5 million (11%) over the FY2024 budget due to increased cash transfers to the Capital Equipment Fund, Permanent Capital/Street Maintenance Fund, and Quality of Life Fund. Additionally, the fund balance is projected to exceed the 20% reserve requirement which is critical in maintaining the city's fiscal obligations in the event of an emergency.

Fiscal Year 2024 sales tax collections are estimated to total \$42.5 million, an increase of \$2.9 million (7%) over FY2023 actuals. Sales tax collections in upcoming FY2025 are expected to remain near \$42.5 million.

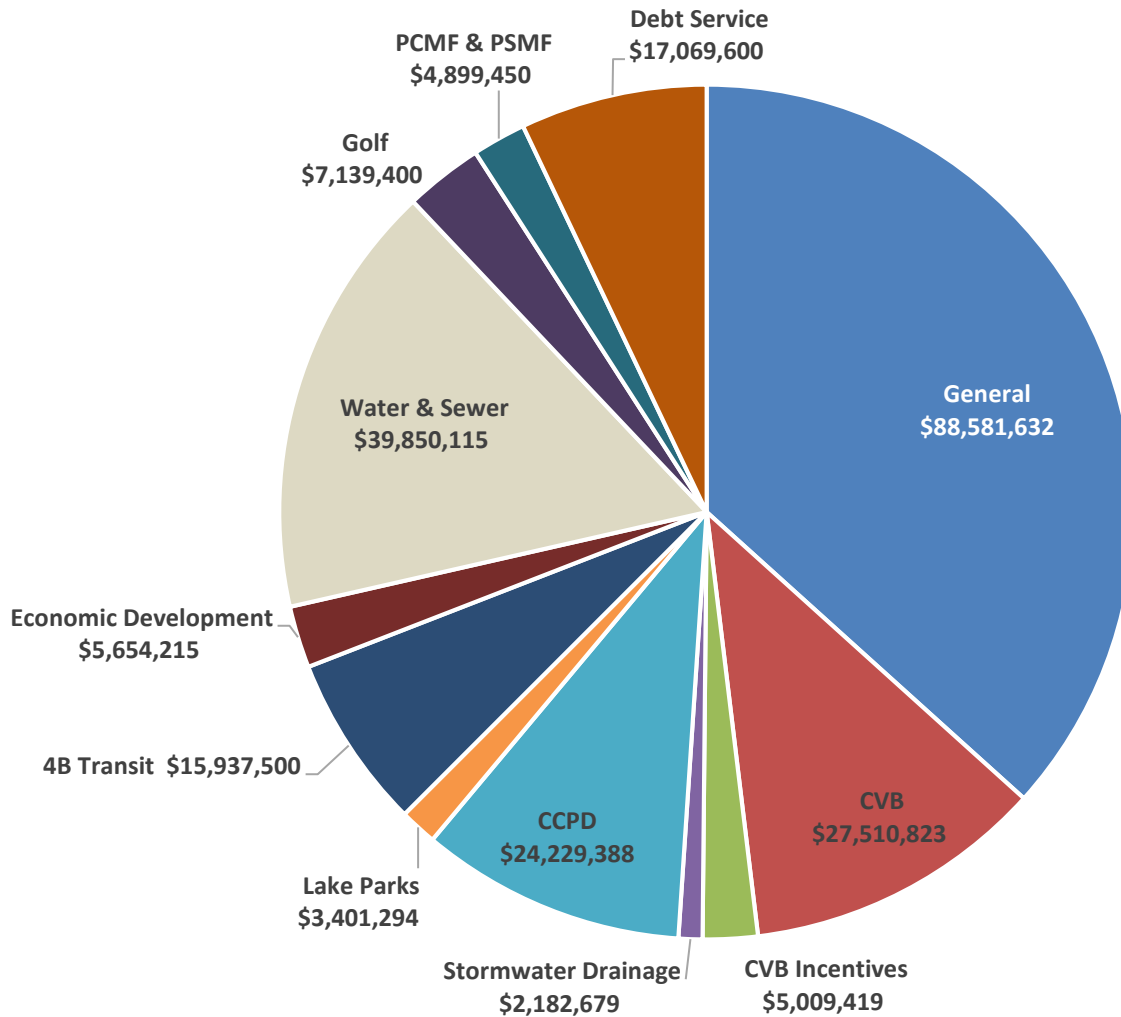
The FY2025 budget lowers the property tax rate by 4% from 0.250560 to 0.241165 per \$100 of valuation. However, due to increases in taxable value, the General Fund is expected to collect an additional \$548,000 in ad valorem revenue over FY2024. This budget expects to raise \$15,794,705 in General Fund property taxes.

### **City-Wide Compensation**

The FY2025 budget maintains compensation at the 50th percentile of market median. General city employees will receive a 3% market adjustment and a 3% merit increase with a passing performance evaluation. Uniformed public safety employees will receive a 3% market increase in addition to a 3% or 5% step increase upon a passing evaluation.

## All Funds

Across all funds, the city's FY2025 operating budget totals \$241 million which is an increase of \$29 million (14%) from FY2024. A chart of all funds is depicted below.

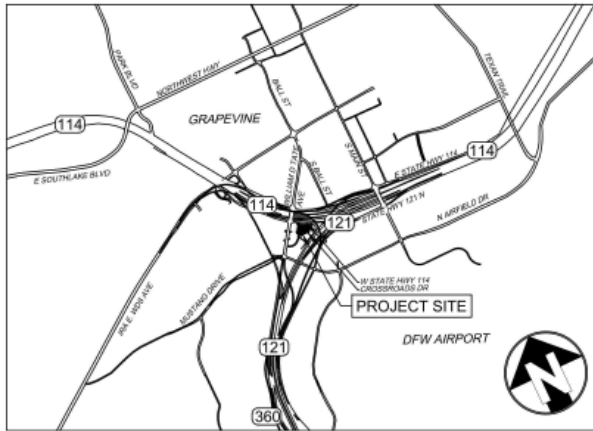


## Debt

In June, the City of Grapevine issued \$34.5 million in Combination Tax & Revenue bonds to fund projects related to the Municipal Service Center renovation, Water Utility improvements, and Storm Drainage.

## Major Development and Redevelopment

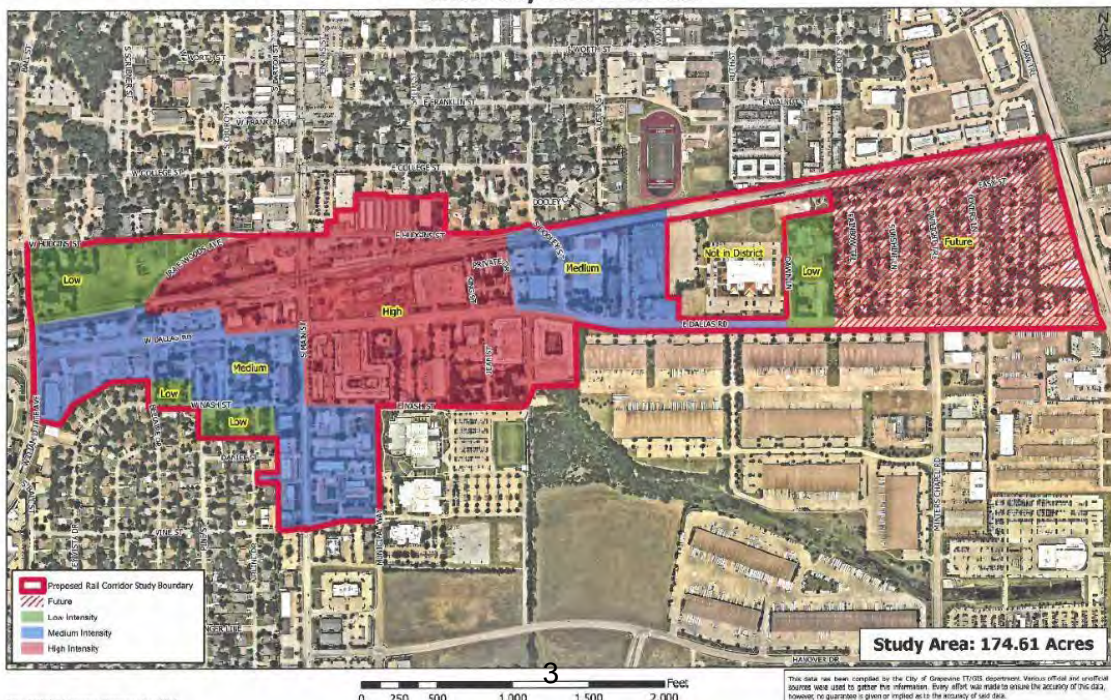
Redevelopment is nearing completion at the former Payton-Wright Ford site located west of Main Street and Highway 114. With the opening of Rock & Brews in June and the expected opening of Portillo's in December, the project will have delivered five new restaurants that also include Son of a Butcher, Velvet Taco, and Firebirds Wood Fired Grill.



Following the closure and re-location of numerous businesses, the city has launched a multi-phase plan to revitalize the Crossroads area, a development located at the convergence of highways 121 and 114. Work is underway to hire a consulting firm to conduct site surveys, develop architectural plans, and recommend changes to signage and branding to aid in redevelopment. Additionally, a double-branded Hilton hotel was recently confirmed which will be the catalyst to future enhancements.

Momentum continues to build along the Transit District Overlay (TDO) at the intersection of Main Street and Dallas Road. TEXRail ridership has reached record levels, Grapevine Main (Harvest Hall, Hotel Vin, Peace Plaza) has become the southern anchor of the historic district, and construction is nearly complete for phase one of the Grapevine Brownstones (phase 2 approved). Additional development is expected at the former Police and Municipal Court building (recently demolished) along with the site directly east of Grapevine Main following the relocation of Sunbelt Rentals.

### Intensity Sub-Districts



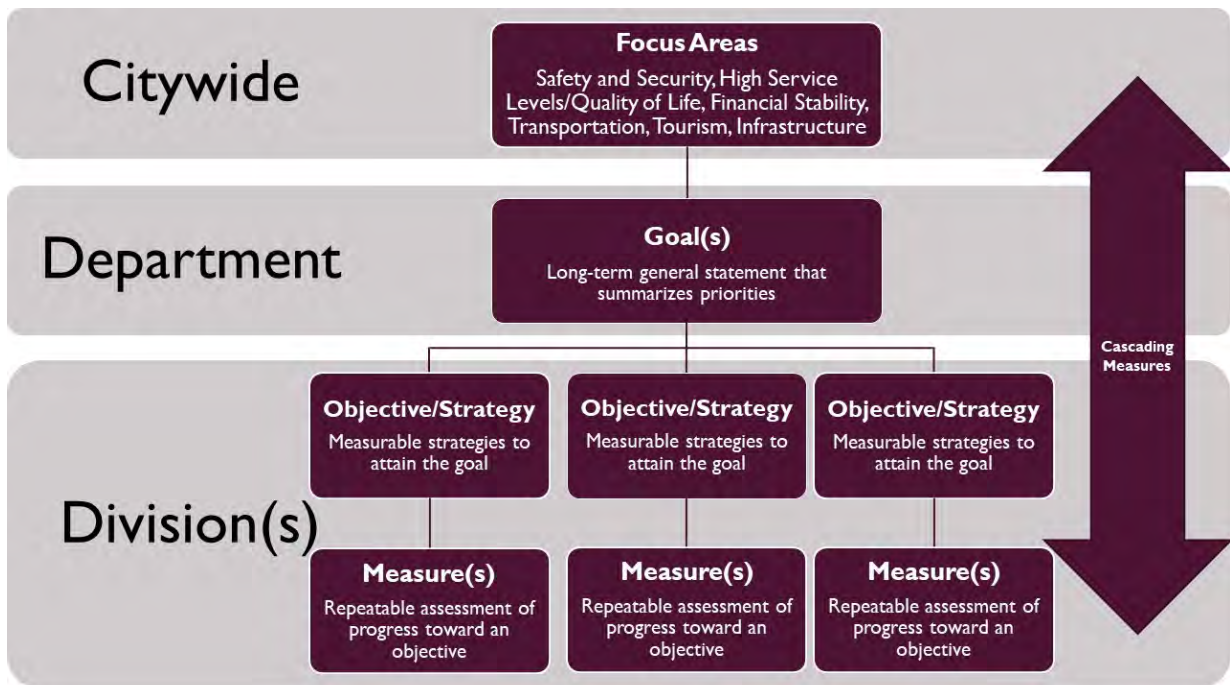


**Strategic Planning**

As our staff implements the FY25 budget, each department will work towards a common vision to, “Maintain Grapevine as a safe, livable, vibrant community and world-class tourist destination”. Additionally, six focus areas further unify the organization and serve as the basis of departmental goals, objectives, and performance measures. The City of Grapevine focus areas include:

- |                                     |                |
|-------------------------------------|----------------|
| Safety and Security                 | Transportation |
| High Service Levels/Quality of Life | Tourism        |
| Financial Stability                 | Infrastructure |

As part of the budget process, each department establishes or updates a set of cascading goals, objectives/strategies, and performance measures which are updated on an annual basis. This information is then presented on each department’s summary page and their associated division summary pages. The chart below depicts how each measure is linked to a division objective/strategy, department goal, and citywide focus area.



Our continued success is the result of your great leadership and we look forward to FY2025 and beyond.

Sincerely,

Jeff Strawn, 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 01, 2023**

*Christopher P. Morrill*

Executive Director

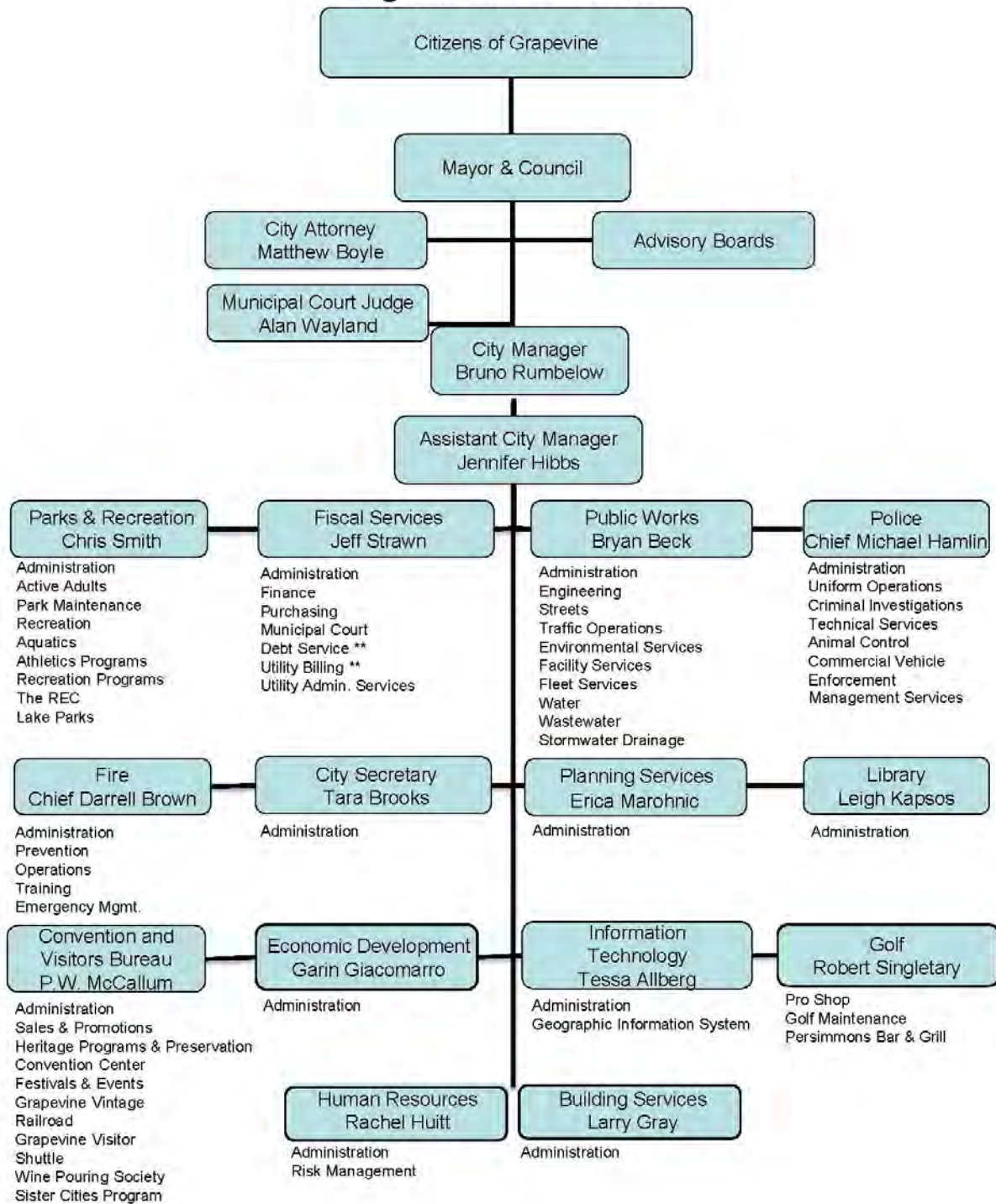
The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of Grapevine, Texas for its annual budget for the fiscal year beginning October 1, 2023.

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 thirty-one consecutive years.

# City of Grapevine Organization Chart



\*\* Administered through General Fund departments; Located in other funds

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# 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 2025 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. Budgets 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.

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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 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:

- ◆ Four-Year Expenditure Summary
- ◆ Organization Chart
- ◆ Expenditure Summary by Division
- ◆ Focus Areas and Goals (by Department)
- ◆ Objectives and 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, 2024 (both original budget and amended estimate), and actual totals for the fiscal years ended September 30, 2023 and September 30, 2022.

### **Department / Fund Relationship**

The relationship between departments and funds within the organization are illustrated by the matrix on the following page, followed by a brief description of each interaction. A narrative description of the assigned services, functions, programs and activities of organizational units is provided in detail within each respective departmental section.



	100 General	130 Debt	174 PCMF/PSMF	115 CVB	116 SPUS	117 CCPD	119 Lake Parks	120 4B Transit	124 Econ Devl	200 Water/Sewer	210 Lake Enterprise	215 CVB Incentives & Leisure	325 Capital Equip
<b>GENERAL FUND</b>													
City Manager & Information Tech	X												
Mayor & Council	X												
City Secretary	X												
Human Resources	X												
Fiscal Services	X												
Police	X												
Fire	X												
Parks & Recreation	X												
Library	X												
Public Works	X												
Building Services	X												
Planning Services	X												
Non-Departmental	X		X			X							X
<b>DEBT SERVICE FUND</b>													
Administration		X											
<b>PERM CAPITAL &amp; STREET MAINT FUND</b>													
Facilities Maintenance			X										
Parks Maintenance			X										
Street Maintenance			X										
Signals/Signs/Striping			X										
<b>CONVENTION &amp; VISITORS BUREAU FUND</b>													
Administration		X		X									
Facilities				X									
Festivals & Events				X									
GVRP				X									
Sister Cities				X									
Wine Pouring/Craft Brewing				X									
Visitor Shuttle				X									
<b>CVB INCENTIVES AND LEISURE</b>													
Administration												X	
<b>STORMWATER DRAINAGE UTILITY FUND</b>													
Administration					X								
<b>CRIME CONTROL &amp; PREVENTION FUND</b>													
Uniform Operations						X							
Criminal Investigations						X							
Technical Services						X							
Jail Operations						X							
Management Services						X							
Dispatch						X							
<b>LAKE PARKS SPECIAL REVENUE FUND</b>													
Administration							X						
Rockledge							X						
Katie's Woods							X						
Vineyards Campground & Cabins							X						
Oak Grove							X						
McPherson Slough							X						
Lakeview							X						
Meadowmere							X						
<b>4B TRANSIT FUND</b>													
Administration								X					
<b>ECONOMIC DEVELOPMENT FUND</b>													
Administration		X							X				
<b>WATER &amp; WASTEWATER UTILITY FUND</b>													
Water Distribution										X			
Water Treatment										X			
Utility Billing										X			
Wastewater Collection										X			
Wastewater Treatment										X			
Water / Wastewater PCMF										X			
Non-Departmental	X												
<b>GOLF COURSE FUND</b>													
Pro Shop											X		
Course Maintenance											X		
Persimmons Bar & Grill											X		

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## **General Fund**

Provides funding for the Capital and Street Maintenance program via an operating transfer. Also provides gap funding for the Crime Control and Prevention District when budgeted CCPD expenditures exceed projected CCPD revenue (primarily ½ cent sales tax). Provides cash funding for vehicle and equipment replacements (when prudent) via an operating transfer to the Capital Equipment Acquisition fund.

The General Fund also receives revenue from certain non-General Government funds for general administrative services provided. The charge to each fund represents 7.5% of respective revenue. The funds that pay this fee to the General fund are the Convention and Visitors, Stormwater Drainage, Economic Development, Water and Sewer, and Golf Course funds.

## **Debt Service Fund**

Provides principal and interest payments on the city's outstanding debt obligations. Funding is provided by Ad Valorem tax receipts and operating transfers for self-supported debt from the Economic Development fund.

## **Convention and Visitors Fund**

Provides funding for cultural and entertainment programs which are designed to increase tourism. Major initiatives are festivals (Main Street Days and GrapeFest), the Grapevine Vintage Railroad, and Christmas Capital of Texas activities. Primary funding is via Hotel Occupancy tax receipts.

## **Stormwater Drainage Utility Fund**

Provides funding for operating and capital projects such as street sweeping, erosion control, and cleaning and clearance of obstructions that could cause flooding. Funding is provided via a monthly service fee included in water and sewer bills.

## **4B Transit and Economic Development Funds**

Funding for these two entities is provided via a ½ cent sales tax which is distributed 3/8 cent for funding of commuter rail (TexRail) and 1/8 cent for economic development activities. The commuter rail portion is paid directly to Trinity Metro and also provides 50% of the funding for the Grapevine Visitor Shuttle.

## **Water and Wastewater Utility Fund**

Provides water distribution and wastewater collection, as well as purchase, storage and treatment of potable water and treatment of wastewater. Funded via utility fees.

## **Lake Enterprise Fund (Golf Fund)**

Provides operation and maintenance of 27-hole course with premium dining service on-site. Funded by golf fees, sales & merchandise, and restaurant sales.

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

### **Proprietary Fund Types**

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

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

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

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## 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, budget office staff prepare 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 late March. The budget kickoff meeting is the venue to announce new procedures and ensure that City staff receives the same interpretation of the instructions.

After the budget kickoff, departments are given four weeks to submit their budget requests, which consist of:

- 1 Revenue and expenditure projections by line item
- 2 Program enhancements and increased service level requests
- 3 Capital expenditure requests (including IT equipment)
- 4 Permanent capital and street maintenance requests
- 5 Fleet maintenance requests (vehicles and machinery)

Also in April, departmental objectives and performance indicators are submitted to the City Manager. After all submissions have been received, the Budget Office begins its review, which takes approximately five weeks. Following the review and approval of the objectives and indicators, and the submittal of department requests, meetings are then held with the Budget Team (City Manager, Assistant City Manager, Chief Financial Officer, and Director of Management Services) and each department.

The proposed budget is submitted to City Council in late June. Public budget workshop(s) are then held in July. After the certified tax roll is received from the appraisal district (July 25), City Council approves the roll and sets a proposed tax rate. Public notices of the effective tax rate are published in the local newspaper in accordance with state law. After public hearings are held for both the operating budget and the proposed tax rate, they are scheduled for approval on the first Tuesday in September.

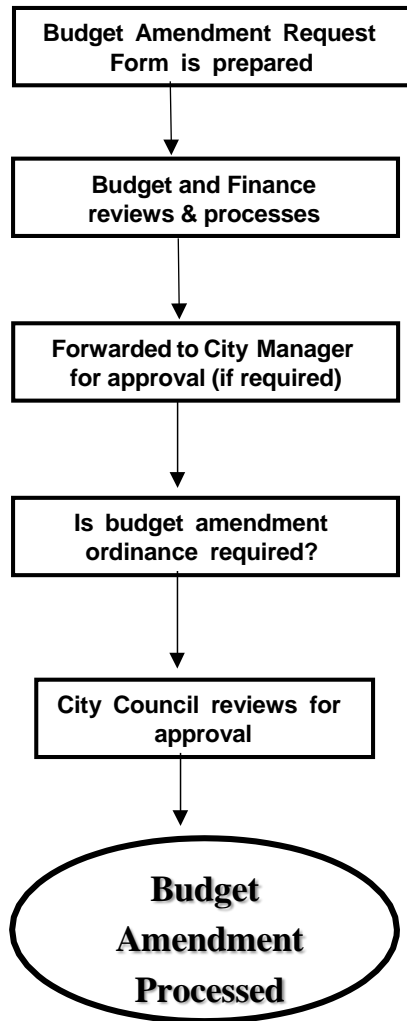
### **FY 2024-2025 BUDGET CALENDAR**

<b>APRIL</b>	15	Mon	Budget Kickoff
<b>MAY</b>	16	Fri	Budget submission deadline and begin budget office review
<b>JUNE</b>	3 3-7 10-17 21 28	Mon Mon-Fri Mon-Mon Fri Fri	Budget recommendations sent to departments Departmental review before meeting with CMO CMO departmental budget review meetings Final budget decisions due Operating budget submitted to City Council
<b>JULY</b>	25 31	Thurs Wed	Receive Certified Tax Roll from Appraisal Districts Deadline to post Proposed Budget to City Website
<b>AUGUST</b>	6 13 20	Tues Tues Tues	City Council resolution to accept certified tax Budget Workshop Approval of proposed tax rate in budget
<b>SEPTEMBER</b>	17	Tues	City Council public hearing on operating budget City Council adoption of operating budget Adoption of tax rate CCPD board public hearing on CCPD budget CCPD board adoption of CCPD budget 4B Board adoption of 4B budget
<b>OCTOBER</b>	1	Tues	Begin FY25 Fiscal Year

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## BUDGET AMENDMENT PROCESS

To amend the current year budget, the requesting individual/department must complete a Budget Amendment Request Form (BARF) in the Laserfiche document management system. The completed form is routed to the Management Services Director (budget manager) for review and 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.



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## 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.



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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. Fiscally conservative, effective cash management and investment strategy development will be pursued to take advantage of interest earnings as viable and material revenue to all City funds. The portfolio of the City 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 and safety of capital
2. Maintenance of sufficient liquidity
3. Preservation of public trust through prudent investment activities
4. Maximization of return within acceptable risk constraints, and
5. Diversification 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):

1. Understanding the suitability of the investment to the financial requirements of the City
2. Preservation of safety and principal
3. Liquidity
4. Marketability of the investment prior to maturity
5. Diversification of the investment portfolio, and
6. Yield

Each major fund type has varying cash flow requirements and liquidity needs. Therefore, specific strategies shall be implemented considering the fund's unique requirements. The City's funds shall be analyzed and invested according to the following major fund types:

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

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## 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

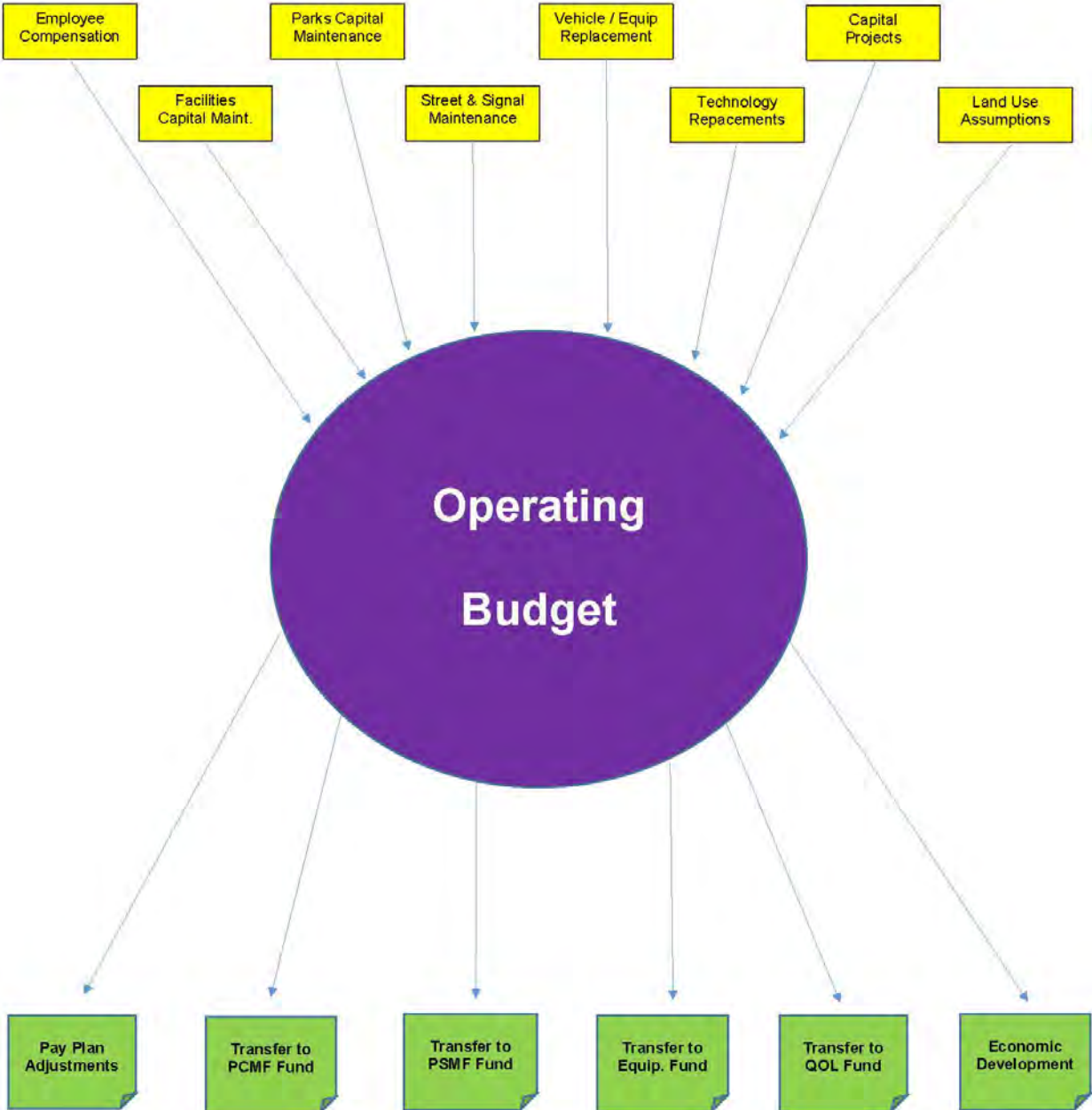
## EFFECT OF PLANNING PROCESSES ON THE OPERATING BUDGET

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	Cash funding; timing and sizing of debt issues and payments for large apparatus
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

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# Effect of Planning Processes on the Operating Budget



The budgetary impact of planning processes in FY25 is projected at \$14 million, an increase of \$2,585,555 (21.4%) from FY24 and is comprised of the following:

<b>FY 2025 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>2,735,158</b>	<b>1,783,118</b>	<b>\$458,358</b>	<b>\$4,976,634</b>
Prior Year Budget Impact	2,506,658	1,371,189	503,672	4,381,519
Increase / (Decrease)	228,500	411,929	(45,314)	595,115
<b>Operating Transfer to Permanent Capital Maint. Fund</b>	<b>\$4,899,450</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,899,450</b>
Prior Year Budget Impact	2,670,000	0	0	2,670,000
Increase / (Decrease)	2,229,450	0	0	2,229,450
<b>Operating Transfer to Quality of Life Fund</b>	<b>\$1,000,000</b>	<b>0</b>	<b>0</b>	<b>\$1,000,000</b>
Prior Year Budget Impact	909,010	0	0	909,010
Increase / (Decrease)	90,990	0	0	90,990
<b>Vehicle &amp; Equip. Replacements</b>	<b>\$2,942,000</b>	<b>\$492,000</b>	<b>\$310,000</b>	<b>\$3,744,000</b>
Prior Year Budget Impact	3,514,000	505,000	55,000	4,074,000
Increase / (Decrease)	(572,000)	(13,000)	255,000	(330,000)
<b>TOTALS</b>	<b>\$11,576,608</b>	<b>\$2,275,118</b>	<b>\$768,358</b>	<b>\$14,620,084</b>

Pay Plan adjustments total \$4.97 million, an increase of \$595,115 (13.5%) over FY24. General Fund personnel increased by 7.0 FTEs with the addition of six Animal Services employees and one Assistant Police Chief.

All General Employees will receive a 3% market adjustment on October 1, and up to a 3% merit increase on their anniversary date. General employees who are at the maximum of their pay grade (“topped out”) will only receive the market adjustment.

Public Safety employees will receive a 3% market adjustment on October 1, and either a 3% or 5% step increase on their anniversary date. Topped out Public Safety employees will only receive the market adjustment.

Operating transfers from the General fund to the Permanent Capital Maintenance fund for facilities, parks, street and traffic maintenance activities total \$4.89 million, an increase of \$2.22 million from the last budget year.

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Operating transfers from the General Fund to the Quality of Life (QOL) fund total \$1,000,000, an increase of \$90,990 from the FY24 budget.

Operating transfers from the General Fund to the Capital Equipment Fund for vehicle replacements total \$2 million. All vehicle purchases will be cash funded in FY25.

CITY OF GRAPEVINE, TEXAS  
 FY 2024-25 APPROVED OPERATING BUDGET  
 SUMMARY OF ALL FUNDS

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

REVENUE AND OTHER FINANCING SOURCES:	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Estimate	2024-25 Approved
Taxes	123,540,396	133,011,457	125,492,888	137,360,574	138,099,578
Licenses, Fees & Permits	7,716,794	7,800,920	8,064,255	8,094,359	8,581,127
Fines and Forfeitures	1,143,267	1,282,173	1,138,200	1,344,355	1,406,000
Charges for Services	55,097,424	62,400,560	61,633,057	66,149,379	69,981,659
Federal /State /Local Funds & Grants	3,651,930	285,666	283,843	138,812	105,000
Interest Income	531,772	4,483,074	549,000	5,362,272	2,289,224
Transfers In	26,790,536	13,144,700	14,255,510	13,939,909	17,694,201
Miscellaneous	7,067,021	5,083,442	3,084,086	6,535,675	3,724,600
<b>TOTAL</b>	<b>225,539,140</b>	<b>227,491,992</b>	<b>214,500,839</b>	<b>238,925,335</b>	<b>241,881,389</b>

EXPENDITURES AND OTHER FINANCING USES:	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Estimate	2024-25 Approved
Personnel	61,783,926	67,927,337	71,946,824	70,087,072	76,923,458
Supplies	9,811,718	8,249,040	8,514,319	8,598,184	9,616,202
Maintenance	4,979,698	8,610,699	3,483,607	6,305,884	3,742,450
Services	49,304,213	60,477,890	58,540,059	69,716,707	69,668,038
Insurance	13,543,654	13,900,608	18,845,811	18,525,034	18,545,669
Debt Service	14,878,255	15,127,174	14,507,118	15,316,674	17,072,600
Transfers Out	26,790,536	21,541,788	15,214,520	17,250,655	20,812,264
Permanent Capital/ Street Maint.	959,322	4,218,884	6,170,000	4,170,000	6,899,450
Interlocal / Inter-Agency	11,916,694	13,587,660	13,653,337	15,205,482	15,511,684
Capital Outlay	606,828	2,296,808	1,458,282	3,754,490	2,673,700
<b>TOTAL</b>	<b>194,574,844</b>	<b>215,937,888</b>	<b>212,333,877</b>	<b>228,930,182</b>	<b>241,465,515</b>

CITY OF GRAPEVINE, TEXAS  
 FY 2024-25 APPROVED OPERATING BUDGET  
 SUMMARY OF ALL FUNDS

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

EXPENDITURES BY FUND:	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Estimate	2024-25 Approved
General	78,371,735	80,182,789	80,016,454	85,106,983	88,581,632
Convention & Visitors Bureau	17,304,697	23,351,781	24,867,074	23,983,973	27,510,823
CVB Leisure & Incentives	4,511,868	5,937,846	4,980,602	5,728,488	5,009,419
Stormwater Drainage	1,682,111	1,548,419	1,552,532	3,162,321	2,182,679
Crime Control & Prevention	19,563,530	21,239,913	23,109,049	23,244,156	24,229,388
Lake Parks	2,943,934	3,066,245	3,061,290	2,684,270	3,401,294
4B Transit	12,698,859	13,916,048	14,062,500	15,553,685	15,937,500
Economic Development	4,599,205	4,154,583	4,135,511	6,009,399	5,654,215
Debt Service	14,878,255	14,502,970	14,504,118	14,654,118	17,069,600
Utility Enterprise	32,790,253	37,313,452	31,417,698	37,858,889	39,850,115
Golf Course	3,520,215	6,504,958	6,457,049	6,773,900	7,139,400
Permanent Capital & Street Maintenance	959,323	4,218,884	4,170,000	4,170,000	4,899,450
<b>TOTAL</b>	<b>193,823,985</b>	<b>215,937,888</b>	<b>212,333,877</b>	<b>228,930,182</b>	<b>241,465,515</b>

PERSONNEL BY FUND:	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Estimate	2024-25 Approved
General	321.50	321.50	322.50	322.50	329.50
Convention & Visitors Bureau	69.00	69.00	70.00	70.00	70.00
Stormwater Drainage	8.00	8.00	8.00	8.00	8.00
Crime Control & Prevention	132.00	132.00	132.00	132.00	132.00
Lake Parks	4.50	4.50	5.00	5.00	5.00
Economic Development Fund	3.50	3.50	3.50	3.50	3.50
Utility Enterprise	51.20	51.20	50.70	50.70	50.70
Golf Course	24.00	25.00	25.00	25.00	25.00
Grapevine Housing Authority	1.00	1.00	1.00	1.00	1.00 <sup>1</sup>
<b>TOTAL</b>	<b>614.70</b>	<b>615.70</b>	<b>617.70</b>	<b>617.70</b>	<b>624.70</b>

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

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

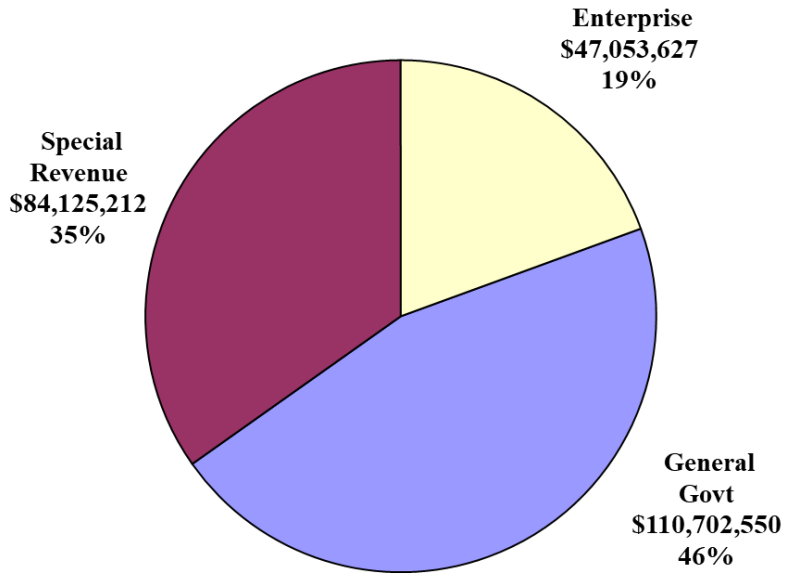


CITY OF GRAPEVINE, TEXAS  
 FY 2024-25 APPROVED OPERATING BUDGET  
 SUMMARY TABLE OF ALL FUNDS

	General Government Funds	Special Revenue Funds	Enterprise Funds	Total All Funds
<b>REVENUES AND OTHER FINANCING SOURCES:</b>				
Property Taxes	28,864,705			28,864,705
Sales & Use Taxes	45,338,000	42,500,000		87,838,000
Occupancy Taxes		21,396,873		21,396,873
Licenses, Fees & Permits	8,581,127			8,581,127
Fines and Forfeitures	1,336,000	70,000		1,406,000
Charges for Services	10,330,093	15,161,420	44,490,146	69,981,659
Interlocal / Inter-Agency	105,000			105,000
Interest Income	590,984	1,481,715	216,525	2,289,224
Transfers In	14,185,541	2,842,604	666,056	17,694,201
Miscellaneous	1,371,100	672,600	1,680,900	3,724,600
<b>Total Revenues</b>	<b>110,702,550</b>	<b>84,125,212</b>	<b>47,053,627</b>	<b>241,881,389</b>
<b>EXPENDITURES AND OTHER FINANCING USES:</b>				
Personnel	42,627,847	26,670,561	7,625,050	76,923,458
Supplies	4,615,070	1,917,850	3,083,282	9,616,202
Maintenance	1,872,760	1,266,112	603,578	3,742,450
Services	18,537,741	26,475,079	24,655,218	69,668,038
Insurance	10,363,463	6,104,345	2,077,861	18,545,669
Debt Service	16,403,544		669,056	17,072,600
Transfers Out	11,054,107	5,192,687	4,565,470	20,812,264
Interlocal / Inter-Agency		15,511,684		15,511,684
Permanent Capital / Street Maint.	4,899,450		2,000,000	6,899,450
Capital Outlay	176,700	787,000	1,710,000	2,673,700
<b>Total Expenditures</b>	<b>110,550,682</b>	<b>83,925,318</b>	<b>46,989,515</b>	<b>241,465,515</b>

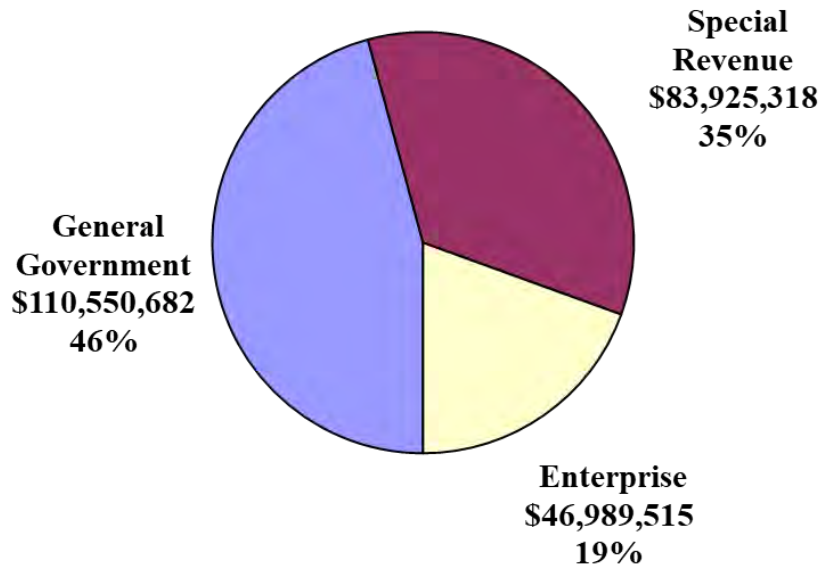
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**REVENUE FUNDING SOURCES**  
"Where The Money Comes From"



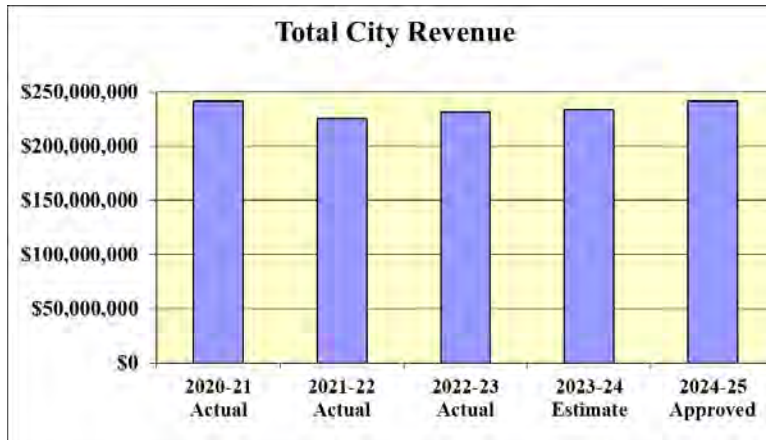
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**EXPENDITURE FUNDING USES**  
"Where the Money Goes"



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## **Revenue and Other Financing Sources**



Total City revenue (all funding sources) is budgeted at \$241.8 million, an increase of \$27.3 million (12.7%) from the FY24 budgeted amount, but is \$2.9 million (1.2%) less than projected receipts for FY24 fiscal year end.

General Government revenue is budgeted at \$110 million, a 13% increase over FY24, as Sales & Use Tax receipts are projected to

increase by \$5.3 million and Property Tax (Ad Valorem,) collections are projected to increase by \$677,000 over the FY24 budgeted amount.

Special Revenue fund segments are projected to increase by \$6.7 million (8%) as sales tax receipts in the Crime Control and Prevention District (CCPD), 4B Transit, and 4B Economic Development funds represent a combined increase of \$5 million. Hotel Occupancy tax collections represent a gain of \$1.6 million (8%) over the previous year's budgeted amount.

Enterprise fund revenue is projected to increase \$8 million (20%) over last year's estimates based on projected water and wastewater revenue and increased play at the golf course.

**Taxes** (Ad Valorem, Sales & Use, Mixed Beverage, and Hotel Occupancy) comprise the largest revenue stream at \$138 million (57%) and represent an increase of \$12.6 million from the prior year. Sales & Use taxes, the largest component, are budgeted at \$87.8 million, of which \$45.3 million is in the General Government sector and \$42.5 million is in the Special Revenue sector.

**Charges for Services** are the second largest revenue stream at \$69.9 million (29%) and represent an increase of \$8.3 million from the previous year. General Government charges are projected at \$10.3 million. Special Revenue charges are projected at \$15.1 million and Enterprise Fund charges are projected at \$44.4 million.

**Transfers In** are the third largest revenue stream at \$17.6 million (7%) and represent an increase of \$3.4 million from the previous year, due to increases in operating transfers to the General fund.

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

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## Expenditures and Other Financing Uses



The FY 2025 adopted budget for all funds totals \$241 million dollars, and represents an increase of \$29 million (14%) from the prior year budget. Estimated expenditures for the current year (FY24) total \$228 million and represent an increase of \$17 million (9%) from the FY23 total of \$195 million.

*Personnel costs* are the largest expenditure category, totaling \$76 million (31%), and represent an increase of \$4.9 (7%) million from the previous budget year. Estimated expenditures for FY24 total \$70 million and represent an increase of \$2.1 million (3%) from FY23. Effective October 1, a three-percent pay plan adjustment was incorporated into every salary range of every position within the City. In addition, every full-time and part-time civilian employee will receive a 3% merit increase on their anniversary date. Full-time and part-time public safety employees on the step plan will receive up to a 5% step increase on their anniversary date.

*Services* are the second largest expenditure category, totaling \$69.6 million (28%), which is an increase of \$11.1 million (19%) from the previous budget year. General Government services totals \$18.5 million, Special Revenue \$26.4 million, and Enterprise funds \$24.6 million.

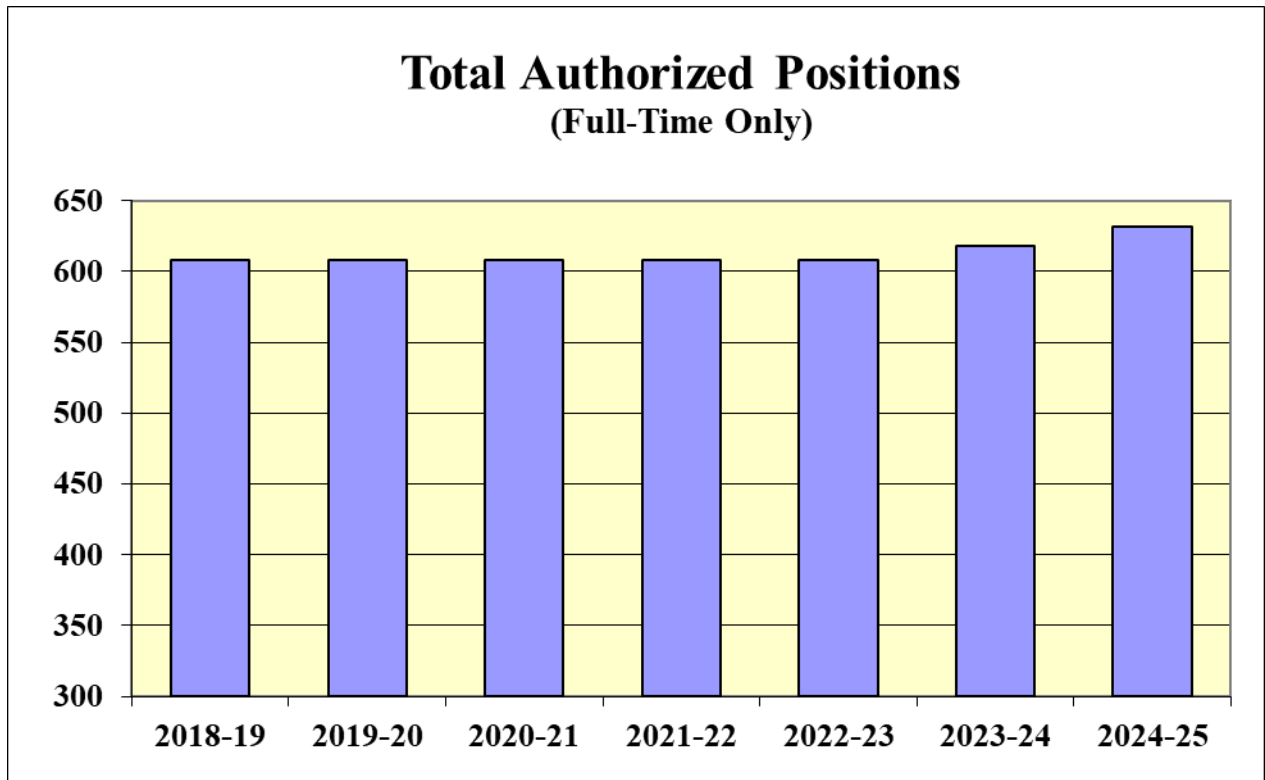
*Operating Transfers Out* represent eight-percent of all expenses, totaling \$20.8 million, and represents an increase of \$5.5 million (36%) from the previous budget year. The increase is primarily due to an increase of \$2.2 million in the transfer to the PCMF Fund and an increase of \$2 million in the transfer to the Capital Equipment Fund.

*Debt Service* totals \$17 million, which is 7% of expenditures. Budgeted expenditures for FY24 total \$14.5 million and represent an increase of \$2.5 million (16%).

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

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**Total Authorized Positions**



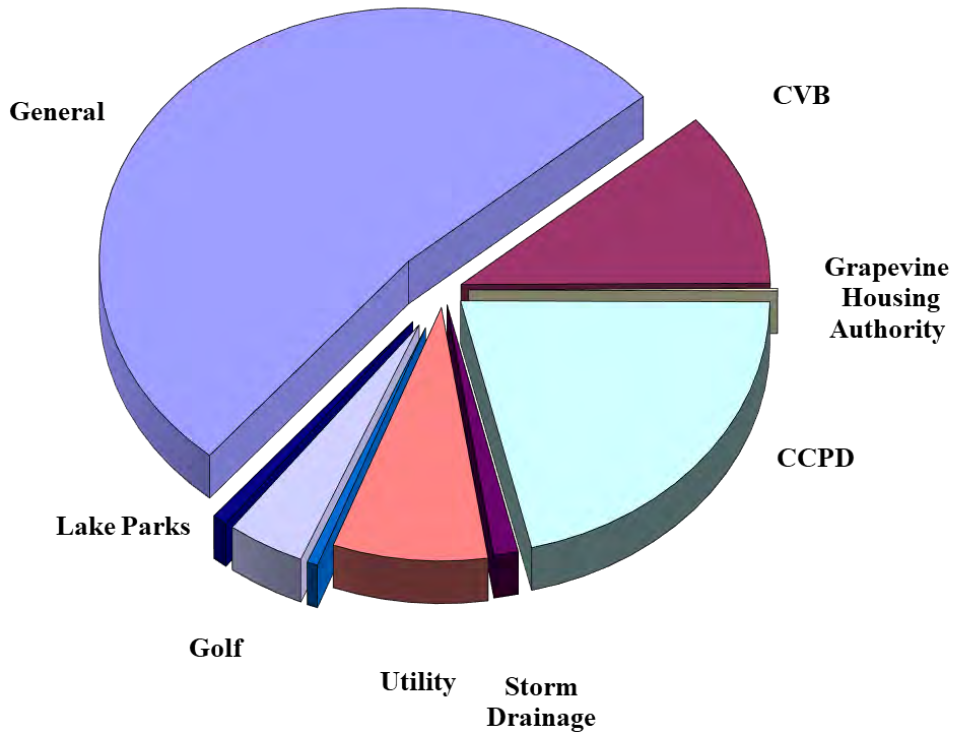
Total authorized positions, (full-time only) total 625 citywide for FY25, and represents an increase of 7.0 FTEs from the previous year. Council approved the addition of six Animal Services personnel and one Assistant Police Chief.

These staffing increases were necessary to accommodate the newly expanded animal shelter and a recent police administration re-organization.

<b>Full Time Equivalency Schedule</b>				
<b>Staffing</b>	<b>Actual FY 2023</b>	<b>Actual FY 2024</b>	<b>Adopted FY 2025</b>	<b>from FY24 to FY25</b>
<b>General Fund</b>				
City Manager's Office - Administration	4.5	4.5	4.5	0
City Manager's Office - Information Technology	12	12	12	0
City Secretary	3	3	3	0
Human Resources	5	8	8	0
Fiscal Services	19.5	19.5	19.5	0
Police	17	17	24	7
Fire	106	106	106	0
Parks & Recreation	57	57	57	0
Library	12	14	14	0
Public Works	66.5	66.5	66.5	0
Building Services Administration	9	9	9	0
Planning Services	6	6	6	0
<b>Total General Government Fund - FTE</b>	<b>317.5</b>	<b>322.5</b>	<b>329.5</b>	<b>7</b>
<b>Special Revenue Funds</b>				
Convention and Visitors Bureau	67	70	70	0
Stormwater Drainage (Public Works)	8	8	8	0
Crime Control & Prevention District (Police)	132	132	132	0
Grapevine Housing Authority - Administration	1	1	1	0
Lake Parks (Parks & Recreation)	5	5	5	0
Economic Development	3.5	3.5	3.5	0
<b>Total Special Revenue Funds - FTE</b>	<b>216.5</b>	<b>219.5</b>	<b>219.5</b>	<b>0</b>
<b>Enterprise Funds</b>				
Utility Enterprise: Water and Sewer (Public Works)	51	51	51	0
Golf	25	25	25	0
<b>Total Enterprise Funds - FTE</b>	<b>76</b>	<b>76</b>	<b>76</b>	<b>0</b>
<b>Total of FTE employees</b>	<b>610</b>	<b>618</b>	<b>625</b>	<b>7</b>

# Total Authorized Positions

Citywide by Fund  
FY 2024-25 Budget



<b>General Fund</b>	<b>329.50</b>
<b>Convention &amp; Visitors Fund</b>	<b>70.00</b>
<b>Crime Control &amp; Prevention Fund</b>	<b>132.00</b>
<b>Stormwater Drainage Fund</b>	<b>8.00</b>
<b>Utility Enterprise Fund</b>	<b>51.00</b>
<b>Golf Fund</b>	<b>25.00</b>
<b>Lake Parks Fund</b>	<b>5.00</b>
<b>Economic Development</b>	<b>3.50</b>
<b>Grapevine Housing Authority</b>	<b>1.00</b>
<b>Total of Full-Time Employees</b>	<b>625.00</b>

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## **Fund Balances**

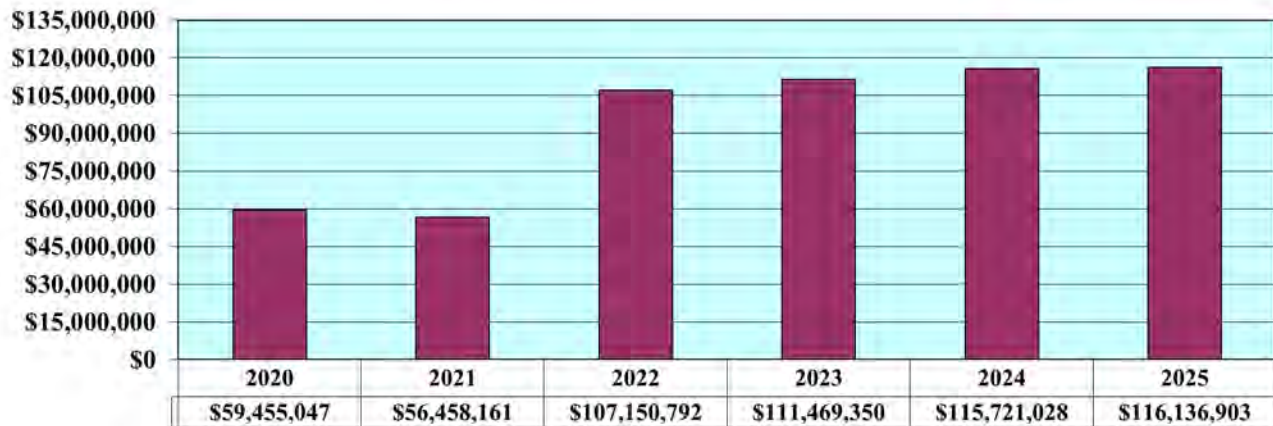
The total citywide balance of all budgeted funds on October 1 is estimated at \$115,721,028 million, an increase of \$4.2 million from the previous year's total of \$111.4 million. Robust economic activity resulted in both sales tax and hotel occupancy tax receipts higher than expected. The General and Convention & Visitors funds saw fund balance increases of \$3 million and \$4 million respectively. The Convention & Leisure Incentives fund balance increased by \$509,000.

The Crime Control & Prevention and Economic Development funds, bolstered by robust sales tax receipts, increased their fund balance by \$3.4 million. Due to lake flooding and extended closure of the Vineyards Campground, a slight decrease of \$50,000 is expected in the ending fund balance of the Lake Parks fund. The Utility Enterprise and Golf funds both expect negative changes in ending working capital balance of \$5.4 million and \$582,000 respectively.

The projected ending fund balance for all funds as of 09/30/2025 is estimated at \$116 million, a decrease of \$11.5 million (9%).

The Lake Parks fund is projecting a surplus of \$255,000 and the Golf fund is projecting a balanced budget. The Capital / Street Maintenance fund ended FY24 with an estimated fund balance of \$569,000.

### **Total Fund Balance All Budgeted Funds, as of September 30**





**ESTIMATED FUND BALANCES  
FISCAL YEAR 2023-24**

Fund	Actual Beginning Fund Balance 10/1/2023	Estimated Revenues and other Financing Sources 2023-24	Estimated Expenditures and other Financing Uses 2023-24	Estimated Ending Fund Balance 9/30/2024
General	\$16,523,742	\$87,548,624	\$84,518,501	\$19,553,865
Debt Service	\$6,778,612	\$15,412,569	\$14,654,118	\$7,537,063
Convention & Visitors	\$25,973,560	\$28,108,591	\$24,106,448	\$29,975,703
Convention & Leisure Incentives	\$6,455,106	\$6,237,485	\$5,728,488	\$6,964,103
Stormwater Drainage	\$1,480,066	\$3,258,955	\$3,170,446	\$1,568,575
Crime Control & Prevention	\$6,547,867	\$26,214,917	\$23,244,156	\$9,518,628
4B Transit	\$2,827	\$15,983,390	\$15,972,779	\$13,438
Economic Development	\$15,663,228	\$6,376,904	\$5,890,363	\$16,149,769
Utility Enterprise	\$28,675,099	\$32,948,835	\$38,430,724	\$23,193,210
Golf	\$602,795	\$6,200,285	\$6,782,286	\$20,794
Lake Parks	\$778,868	\$2,633,702	\$2,684,270	\$728,300
Capital / Street Maintenance	\$1,987,580	\$2,680,000	\$4,170,000	\$497,580
<b>TOTAL</b>	<b>\$111,469,350</b>	<b>\$233,604,257</b>	<b>\$229,352,578</b>	<b>\$115,721,028</b>

**PROJECTED FUND BALANCES  
FISCAL YEAR 2024-25**

Fund	Estimated Beginning Fund Balance 10/1/2024	Budgeted Revenues and other Financing Sources 2024-25	Budgeted Expenditures and other Financing Uses 2024-25	Projected Ending Fund Balance 9/30/2025
General	\$19,553,865	\$88,581,632	\$88,581,632	\$19,553,865
Debt Service	\$7,537,063	\$17,191,468	\$17,069,600	\$7,658,931
Convention & Visitors	\$29,975,703	\$27,693,377	\$27,510,823	\$30,158,257
Convention & Leisure Incentives	\$6,964,103	\$5,396,932	\$5,009,419	\$7,351,616
Stormwater Drainage	\$1,568,575	\$1,557,000	\$2,182,679	\$942,896
Crime Control & Prevention	\$9,518,628	\$24,229,388	\$24,229,388	\$9,518,628
4B Transit	\$13,438	\$15,937,500	\$15,937,500	\$13,438
Economic Development	\$16,149,769	\$5,654,215	\$5,654,215	\$16,149,769
Utility Enterprise	\$23,193,210	\$39,914,227	\$39,850,115	\$23,257,322
Golf	\$20,794	\$7,139,400	\$7,139,400	\$20,794
Lake Parks	\$728,300	\$3,656,800	\$3,401,294	\$983,806
Capital / Street Maintenance	\$497,580	\$4,929,450	\$4,899,450	\$527,581
<b>TOTAL</b>	<b>\$115,721,028</b>	<b>\$241,881,389</b>	<b>\$241,465,515</b>	<b>\$116,136,903</b>

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

The FY25 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 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 in FY22, a major program enhancement was to 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 resumed in 2024. 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***

The FY25 budget continues funding for programs geared toward reducing health care cost by developing proactive approaches for assessment and prevention. Programs include Virgin Pulse challenges, Naturally Slim, 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 FY21. However, as sales and use taxes began to rebound, \$1 million was transferred to the QOL fund at the end of FY23 and \$909,010 million is estimated to be transferred at the end of FY24. In FY25, \$1,000,000 is budgeted to be transferred to the QOL 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. This fund is expected to generate \$6.2 million in FY24 and is projected to generate \$5.4 million in FY25.

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TEXRail commuter rail service continues to make has made a significant impact on tourism in the downtown area. Ridership has been strong with over 102,000 riders at Grapevine Main Station in FY24 . To date, the city has contributed \$163 million to Trinity Metro in support of commuter rail.

***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 Paycom, Southland Holdings, Kubota and Mercedes Benz.

Paycom Software, Inc., (“Paycom”) an award-winning U.S.-based human capital management technology provider, relocated its Texas operations center to Grapevine and now occupies approximately 14 acres across from Kubota’s North American Headquarters.

Major retail and entertainment projects include the first Meow Wolf in Texas, Son of a Butcher, Velvet Taco, Firebirds Woodfired Grill, and Rock & Brews. Construction is nearly complete for Portillo’s which is expected to open in December.

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

The FY25 ending fund balance is projected at \$19.5 million and meets the policy requirement of 20% of expenditures.

## Debt Management

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

Over the past ten years, the City of Grapevine has issued long-term general obligation (GO) debt of \$89 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.

On August 3, 2021 the City Council authorized the issuance and sale of General Obligation Refunding Bonds Series 2021 in the amount of \$44.9 million. The purpose of the issue was the refunding of Series 2013 GO Bonds originally issued for the construction of the Public Safety Building and the expansion of the recreation center.

Outstanding GO Bond Debt Issues	Original Issue Amount	Date Issued	Use of Proceeds
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	\$28,860,000	06/04/19	Refunding, Animal Shelter facility, Fire Stations 2 & 3, Golf Clubhouse
GO Ref Bonds Series 2021	\$44,945,000	08/03/21	Refunding of Series 2013 GO Bonds

In April 2018 the City authorized the issuance of and sale of Sales Tax Revenue Refunding Bonds, Series 2018 in the amount of \$16.9 million to refund the 2014 issue 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 4B Economic Development Corporation. This action will not extend the term of the bonds, which will be fully retired in 2034.

Outstanding Revenue Bond Issues	Original Issue Amount	Date Issued	Use of Proceeds
Sales Tax Revenue Bonds Series 2018	\$16,930,000	04/15/18	Refunding of Series 2014 Bonds

During the same period, the City has also issued certificates of obligation (CO) debt of \$114.9 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.

In June 2024 the City issued \$34.5 million in Combination Tax and Revenue Certificates of Obligation for the purpose of:

- (a) Designing, developing, constructing, renovating, improving and equipping the City’s water and wastewater system and facilities;
- (b) Designing, developing, constructing, renovating, improving and equipping the City’s existing Municipal Services Center;
- (c) Designing, developing, constructing and improving drainage and flood control projects;
- (d) Paying professional services incurred in connection with these items; and
- (e) Paying the costs incurred in connection with 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 2015	\$11,720,000	02/01/15	Public improvements. Water & Sewer
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
Comb Tax & Rev CO Series 2021	\$10,220,000	08/03/21	Vehicle and equipment replacements; IT systems and equipment; street improvements
Comb Tax & Rev CO Series 2022	\$13,510,000	12/01/22	Vehicle and equipment replacements; IT systems and equipment
Comb Tax & Rev CO Series 2024	\$34,545,000	06/15/24	Municipal Service Center renovations; Water & Sewer building renovations; Storm Drainage flood control

Overall, current outstanding governmental debt as of October 1 is \$214,095,622 million, with GO Bonds comprising 33% and CO Bonds 61%.

<b>Debt Instrument</b>	<b>Outstanding Principal</b>	<b>Interest Due</b>	<b>Total Debt</b>	<b>Percentage of Total</b>
General Obligation Bonds	61,985,000	7,654,811	<b>\$69,639,811</b>	33%
Certificates of Obligation	96,340,000	33,982,826	<b>\$130,322,826</b>	61%
Public Property Finance Contractual Obligations	\$145,000	\$5,900	<b>\$150,900</b>	0%
Sales Tax Revenue Bonds	\$11,600,000	\$2,382,084	<b>\$13,982,084</b>	7%
<b>Total</b>	<b>\$170,070,000</b>	<b>\$44,025,621</b>	<b>\$214,095,622</b>	<b>100.00%</b>

## Rating Agency Reports

### CREDIT OPINION

7 June 2024



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EMEA 44-20-7772-5454

## City of Grapevine, TX

### Update to credit analysis

#### Summary

[Grapevine, TX's](#) (Aa1) credit profile benefits from a strong local economy reflective of the city's role within the Dallas-Fort Worth Metroplex as a vibrant economic hub for tourism and travel. The city's strong economy is supported by above average per capita property wealth at approximately \$248,000 and resident income at 138% of the nation. The city has a history of solid financial performance, as reflected in its fund balance reserves of 39.2% of operating revenue. With no immediate plans to use reserves and continued conservative financial management, the city's financial profile is expected to remain stable. The city's manageable fixed costs and long-term liabilities will remain below similarly rated peers at approximately 187% of fiscal 2023 revenues after the current issuance.

#### Credit strengths

- » Advantageous location in the Dallas-Fort Worth metroplex
- » History of stable financial reserves

#### Credit challenges

- » Sales tax revenue, subject to cyclical fluctuation, comprise roughly 42% of governmental revenue
- » Somewhat elevated taxpayer concentration

#### Rating outlook

Moody's does not assign outlooks to local governments with this amount of debt.

#### Factors that could lead to an upgrade

- » Increase in financial reserves relative to revenue to levels more comparable to Aaa medians
- » Sustained decrease in the long-term liabilities below 100% of operating revenue
- » Material economic diversification that lowers the concentration of top taxpayers

#### Factors that could lead to a downgrade

- » Trend of deficit operations leading to erosion of reserves below 35% of operating revenue
- » Significantly increased debt levels absent corresponding revenue growth resulting in long-term liabilities exceeding 350% of operating revenue

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# Grapevine, Texas; General Obligation

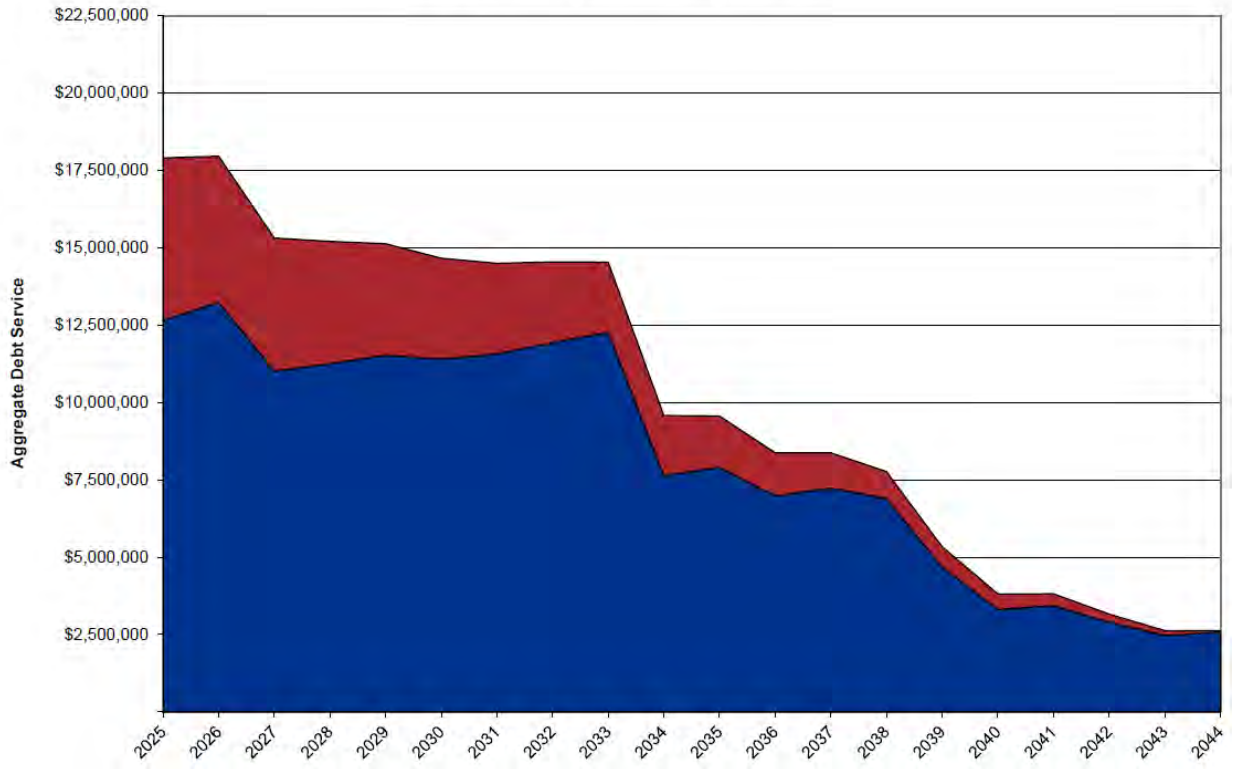
Credit Profile		
US\$36.7 mil combination tax and rev certs of oblig ser 2024 dtd 06/15/2024 due 02/15/2044		
Long Term Rating	AA+/Stable	New
Grapevine		
Long Term Rating	AA+/Stable	Affirmed
Grapevine		
Long Term Rating	AA+/Stable	Affirmed
Grapevine		
Long Term Rating	AA+/Stable	Affirmed

## Credit Highlights

- S&P Global Ratings assigned its 'AA+' long-term rating to the city of Grapevine, Texas' estimated \$36.7 million series 2024 combination tax and revenue certificates of obligation (COs).
- At the same time, S&P Global Ratings affirmed its 'AA+' long-term rating on the city's existing general obligation (GO) debt.
- The outlook is stable.



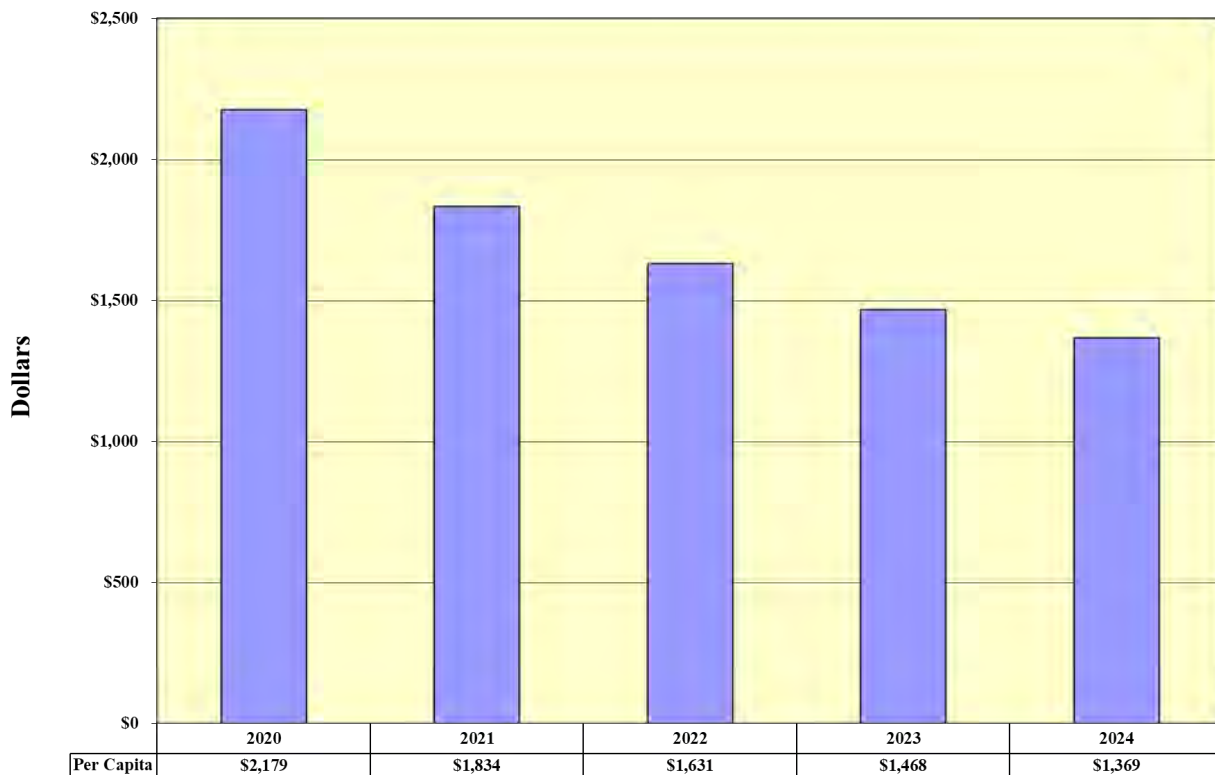
City of Grapevine, Texas  
All Outstanding General Obligation Debt



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 \$1,369 (based on an estimated population of 51,081) and represents a decrease of \$99.

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 amount for the periods listed below are as follows:

Year	Net Direct Debt	Population
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	50,000
2018	\$92,808,409	50,150
2019	\$121,671,399	50,300
2020	\$109,947,160	50,450
2021	\$92,854,029	50,631
2022	\$84,819,897	51,998
2023	\$76,739,354	52,283
2024	\$69,909,461	51,081

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 2024 ratio of net direct debt as a percentage of assessed value is 0.57%.

Year	Net Direct Debt	Net Taxable Value	Ratio
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	\$109,947,160	\$9,411,012,077	1.17%
2021	\$92,854,029	\$10,351,254,676	0.90%
2022	\$84,819,897	\$10,438,758,327	0.81%
2023	\$76,739,354	\$12,097,624,015	0.63%
2024	\$69,909,461	\$12,231,075,137	0.57%

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## **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>FY21 Actual</b>	<b>FY22 Actual</b>	<b>FY23 Actual</b>	<b>FY24 Estimate</b>	<b>FY25 Approved</b>
General Debt Service	16,359,700	14,878,255	14,502,970	13,994,562	16,403,544
Less: Transfer Funding	(2,399,369)	(2,057,569)	(2,060,869)	(2,057,569)	(3,971,468)
Net General Debt Service	13,960,331	12,820,686	12,442,101	11,936,993	12,432,076
General Fund Expenditures	70,518,619	78,371,737	80,182,789	80,016,454	88,581,632
<b>Percentage of General Fund Expenditures</b>	<b>20%</b>	<b>16%</b>	<b>16%</b>	<b>15%</b>	<b>14%</b>

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# Long-Range Financial Forecast

The Long-Range Financial Forecast takes a forward look at the City’s General Government (General, Debt Service and Capital / Street Maintenance funds) revenues and expenditures. Its purpose is to identify financial trends, shortfalls, and issues so the City can proactively address them. It does so by projecting out into the future the fiscal results of continuing the City’s current service levels and policies, providing a snapshot of what the future will look like as a result of the decisions made in the recent past. The Long-Range Financial Forecast is not intended as a budget, or as a proposed plan. Instead, it sets the stage for the budget process, facilitating both Council and staff in establishing priorities and allocating resources appropriately.

## **Goals of Long-Range Planning**

To maximize the benefit of long-range planning, Council established the following goals:

- Sustain existing programs at high service levels
- Maintain a healthy General Fund balance of at least 20% annually
- Maintain competitive employee compensation at the 50<sup>th</sup> percentile of the market
- Provide adequate and stable funding for street and facility maintenance projects
- Pay cash for fleet, capital and technology equipment replacements
- Cap debt service at 25% of the General Fund budget
- Use excess reserves to invest in “Quality of Life” capital projects

The Long-Range Financial Forecast is based on assumptions regarding what will happen in the regional and state economy over the next three years, and on near-term and long-term revenue and expenditure drivers.

### Key Revenue Drivers

Ad Valorem Tax Rate  
Net Taxable Value  
Sales Tax  
Mixed Beverage Tax  
Franchise Fees  
Licenses & Permits  
Charges for Services  
Intergovernmental Revenues  
Fines & Forfeitures  
Interest Income

### Key Expenditure Drivers

Personnel Costs  
Operating Supplies  
Apparatus & Tools  
Motor Vehicle Fuel  
Maintenance  
Travel, Training & Dues  
Utility Costs  
Professional Services  
Insurance Costs  
Fleet/Capital Equipment Replacements

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## **Key Accomplishments**

A key objective of the Long-Range Financial Forecast is to meet and/or exceed the long-range financial goals established by the City Council. The following table provides a summary of how the FY25 budget meets the objectives.

<b>Goal</b>	<b>Result</b>
Sustain existing program service levels	Yes; Budget meets or exceeds existing levels of service.
Maintain General Fund balance of at least 20% annually	Yes; FY25 projected ending balance is 26%
Maintain competitive employee compensation at the 50 <sup>th</sup> percentile of the market	Yes; FY25 budget includes a 3% market and 3% merit increase for general employees; public safety employees will receive a 3% market increase and step increase.
Adequate and stable street / facility maintenance funding	Yes; FY25 budget fully funds the Permanent Capital Maintenance Fund (PCMF).
Cash funding of fleet, capital and technology equipment replacements	Yes
Cap net debt service at 25% of the General Fund budget	Yes; FY25 ratio is 14%
Use excess reserves to invest in “Quality of Life” capital projects	Yes; Excess reserves will be considered for QOL funding

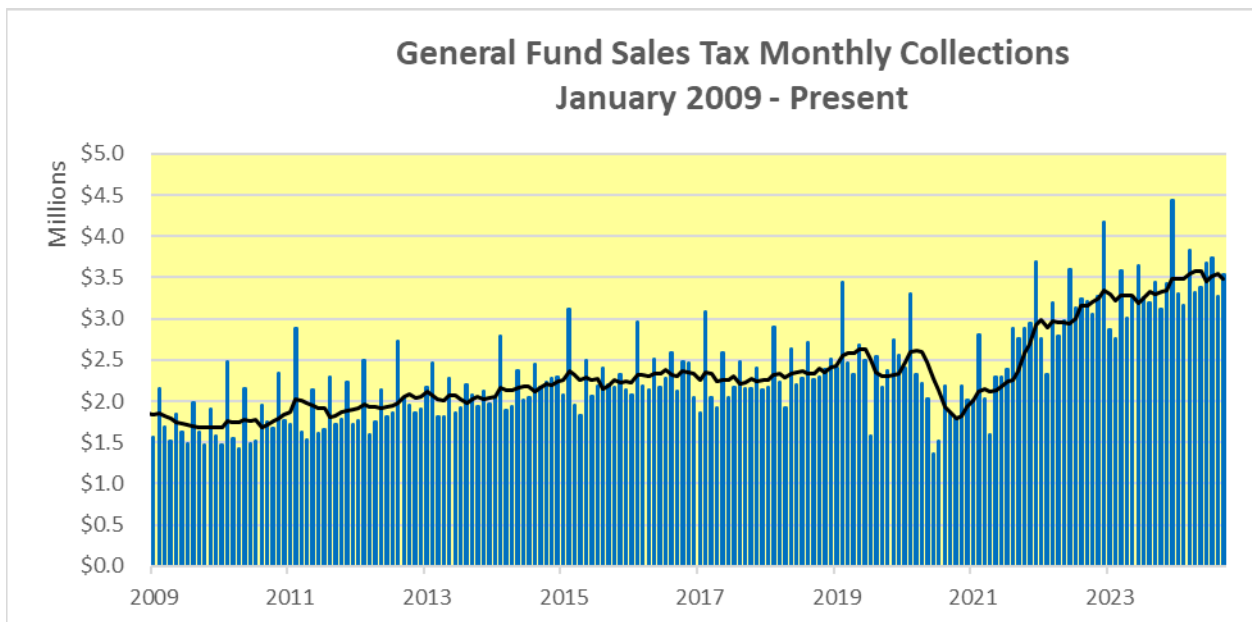
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## Current Economic Trends Impacting Long-Range Forecasting

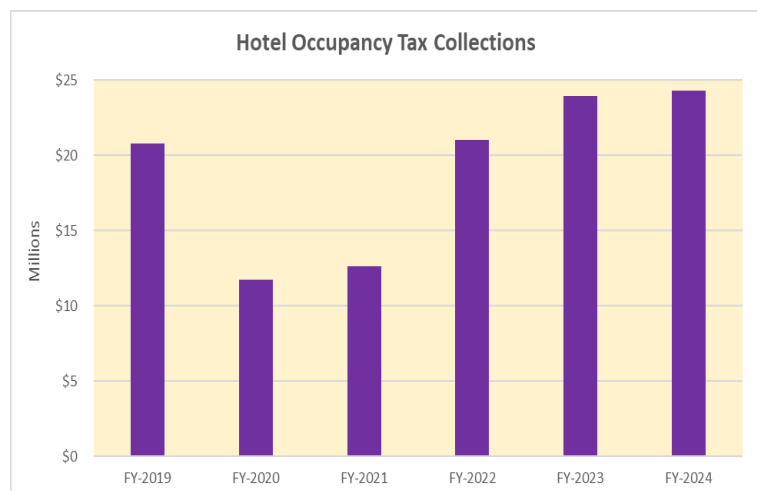
Increased economic activity is evident based on rises in sales tax, hotel occupancy, and other revenues as compared to previous years.

Following the 2008-2009 Great Recession, Grapevine experienced incremental growth in sales tax collections culminating in early FY20. Then, due to business closures and travel restrictions resulting from the COVID-19 pandemic, sales tax collections bottomed-out during the second half of FY20. As the economy recovered in FY21, sales tax collections reached near pre-pandemic levels to close out the fiscal year followed by record collections in FY22.

Throughout FY23 and FY24 strong economic activity has resulted in record sales taxes. This trend is expected to moderate in FY25.



Business and leisure travel have remained strong. Fiscal year 2024 estimates a slight increase of \$332,000 (1%) over FY23. Collections are expected to remain constant in FY25.



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 ad valorem tax rate of \$0.241165 per \$100 valuation either remains constant, or is lowered to the No New Revenue 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.

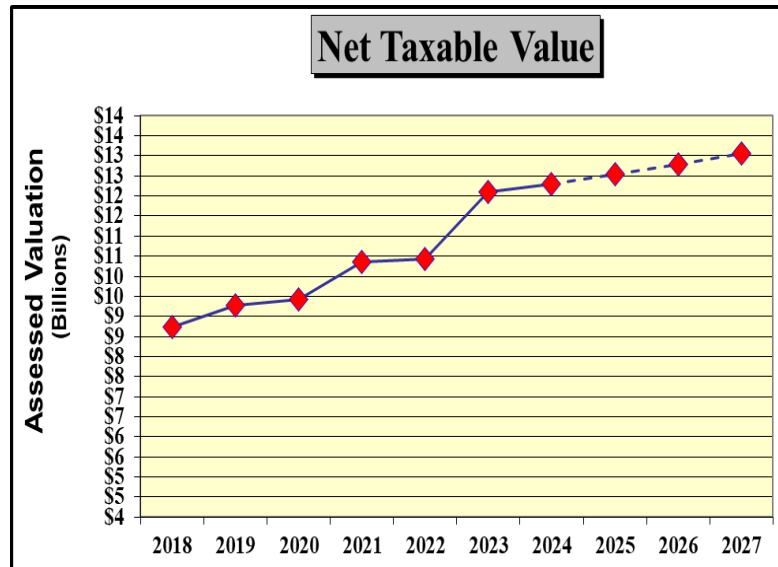
The forecast also projects a stable employment level, with no increase or decrease in authorized full-time equivalent (FTE) levels throughout the three-year forecast period. Annual across-the-board market and merit salary adjustments of 2-5% are also included in the projection.

<b>GENERAL GOVERNMENT LONG-RANGE FINANCIAL FORECAST</b>						
	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028
	Actual	Estimated	Approved	Projected	Projected	Projected
<b>REVENUE AND OTHER FUNDING SOURCES</b>						
Taxes	70,041,072	73,597,792	74,202,705	76,765,932	79,291,535	81,909,869
Licenses, Fees & Permits	8,264,173	8,245,539	8,581,127	8,666,938	8,753,608	8,841,144
Fines, Forfeitures & Charges for Services	11,788,496	12,151,506	11,666,093	12,016,076	12,376,558	12,747,855
Interest & Miscellaneous	3,371,953	2,219,214	2,067,084	2,092,826	2,139,382	2,191,770
Transfers In	8,666,325	9,427,142	14,185,541	14,450,982	14,684,013	14,924,188
<b>TOTAL SOURCES OF FUNDS</b>	<b>102,132,019</b>	<b>105,641,193</b>	<b>110,702,550</b>	<b>113,992,754</b>	<b>117,245,096</b>	<b>120,614,825</b>
<b>EXPENDITURES AND OTHER FUNDING USES</b>						
Personnel	38,200,150	39,046,225	42,627,847	44,332,961	46,106,279	47,950,530
Supplies, Maintenance & Services	22,698,308	24,543,244	25,025,571	25,876,339	26,649,628	27,446,117
Capital/ Street Maintenance & Outlays	4,739,035	4,338,791	5,076,150	5,014,450	5,019,450	5,029,450
Insurance	9,142,966	10,571,582	10,363,463	10,726,184	11,101,601	11,490,157
Debt Service	14,204,268	13,844,562	16,403,544	16,155,142	16,056,693	16,159,760
Payments on Future Debt Issues	661,919	659,556	666,056	1,084,105	1,291,800	1,298,773
Transfers Out	13,259,575	10,338,659	10,388,051	10,803,573	11,019,645	11,240,037
<b>TOTAL USES OF FUNDS</b>	<b>102,906,221</b>	<b>103,342,619</b>	<b>110,550,682</b>	<b>113,992,754</b>	<b>117,245,096</b>	<b>120,614,825</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>(774,202)</b>	<b>2,298,574</b>	<b>151,868</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>BEGINNING FUND BALANCE</b>	<b>26,064,136</b>	<b>25,289,934</b>	<b>27,588,508</b>	<b>27,740,376</b>	<b>27,740,376</b>	<b>27,740,376</b>
<b>ENDING FUND BALANCE</b>	<b>25,289,934</b>	<b>27,588,508</b>	<b>27,740,376</b>	<b>27,740,376</b>	<b>27,740,376</b>	<b>27,740,376</b>

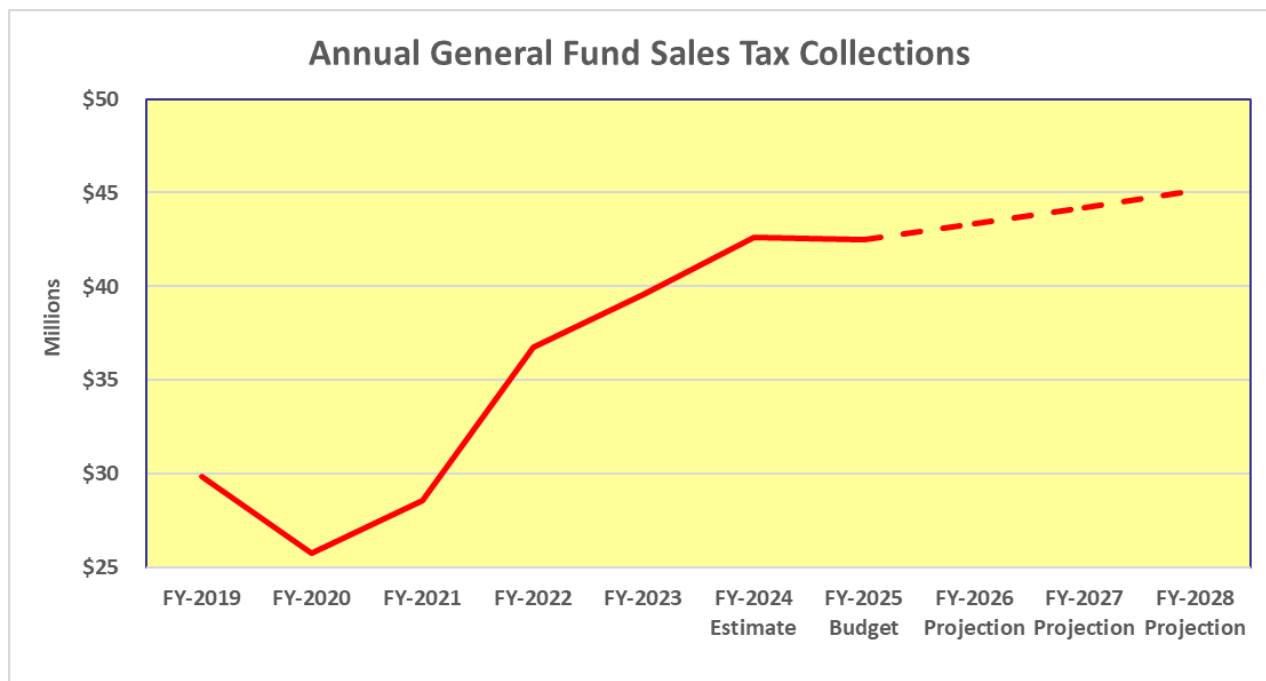


## Key Revenue Drivers and Assumptions

**Property taxes** are determined by the appraised value of taxable property within the city and the rate of taxation levied by the city. The tax rate is assumed to remain at the current rate of \$0.241165 per \$100 of valuation or less throughout the three-year forecast window. The net taxable value (NTV) of all property within the city increased by \$205 million (2%) in 2024. While NTV will likely continue an upward trajectory, the revenue received is projected to increase by no more than 3.5% annually due to state-mandated caps on property tax revenue growth.

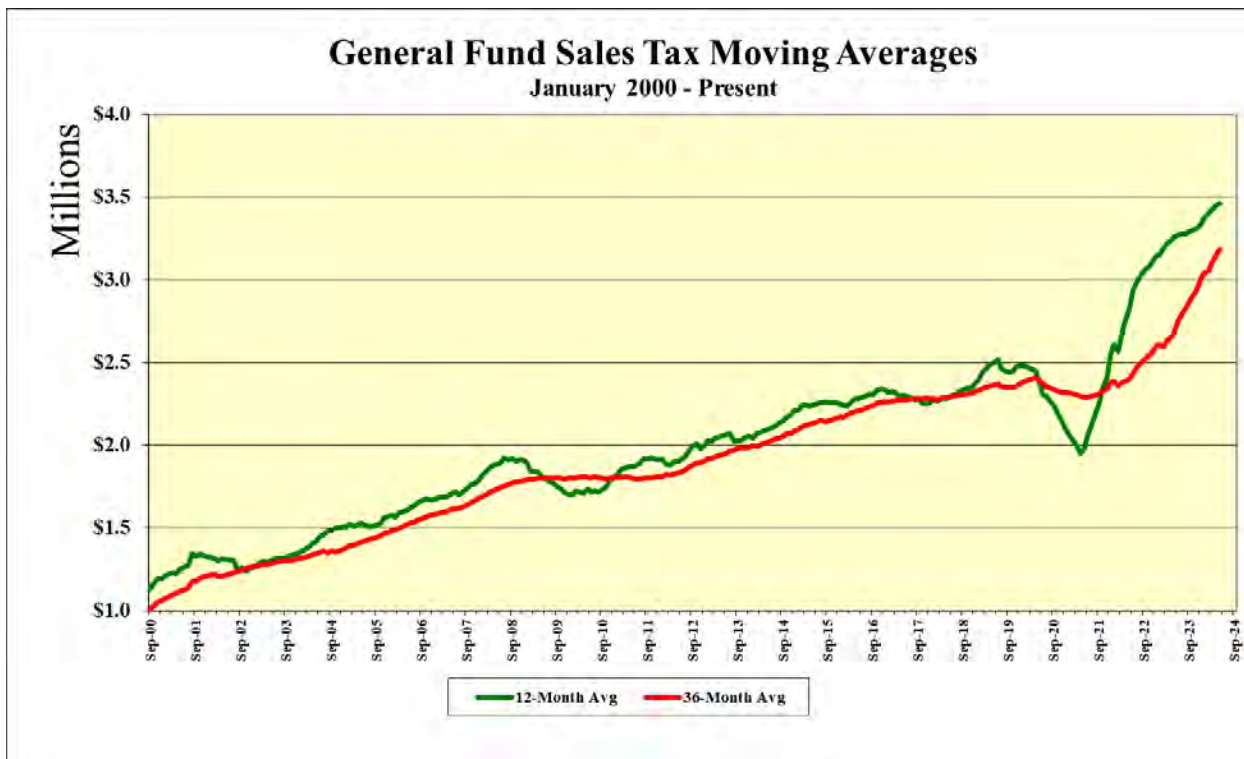


**Sales Taxes** Beginning in FY21, Grapevine’s sales tax collections grew sharply resulting in near pre-pandemic collection rates. This trend has continued through FY22 and FY23. However, in FY25 this trend is expected to moderate resulting in reduced gains in sales taxes.



In order to make sense of sale tax revenue, the sales tax moving average tool is utilized to zoom in on small changes and to help identify trends. This is accomplished by computing the difference between a 12-month average and a 36-month average. When the 12-month moving average is above the 36-month moving average, growth is rising, as most local governments would like to see. When the moving averages rise to the point that the gap is wide, concern should be registered as to the sustainability of such a rise. When the 12-month narrows, touches or finally goes below the 36-month moving average, a yellow flag should turn to red, as this could be an indicator of trouble on the horizon. At some point the actual revenues collected will decline in absolute terms if the downward trend is steep enough or long enough.

The chart dramatizes the data spread so that the tremors can be better identified, along with the trend. The city's 12-month moving average briefly dipped below the 36-month moving average (negative growth) in fall 2017 and most recently during the COVID-19 pandemic. However, since bottoming out in April 2021, sales tax has experienced unprecedented growth and has continued to strengthen in FY24 and FY25.



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**Mixed Beverage Taxes** In fiscal year 2024 mixed beverage taxes grew 2.4% over FY23. Moderate growth is expected in parallel to sales tax.

**Licenses, Fees & Permits** include franchise fees, building permits and other development and code-related fees. Franchise fees in FY24 are estimated to be 3% less than FY23. This revenue stream is projected to remain flat over the next three years.

**Fines, Forfeitures and Charges for Services** include municipal court fines, parks and recreation service fees, library fines, vital statistics fees and internal charges to non-General fund departments for employee health insurance, fleet maintenance and information technology services. This revenue stream increased 19% between FY23 and FY24. This revenue stream is projected to grow 4% annually over the following three years.

**Interest and Miscellaneous Revenues** include interest income from investment, intergovernmental revenue, insurance reimbursements, subrogation revenue and lease income from the collocation of communications antennae on city property. Revenues decreased 29% between FY23 and FY24 due to reduced income associated with interest, insurance recoveries, and sale of fixed assets. It's projected that collections will remain level in FY25.

**Transfers In** consist of payments in lieu of taxes from outside funds to the General fund for administrative services and contributions to the Debt Service fund for principal and interest payments on each fund's portion of outstanding debt obligations. This source of revenue increased 16% from FY23 to FY24 and is expected to grow around 4% each year.

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## **Key Expenditure Drivers and Assumptions**

**Personnel costs** are based upon the assumption of full employment, with no addition of permanent personnel during the next three years. The FY24 budget included market and merit increases for general and public safety employees and the addition of seven FTEs which led to \$2.1 million (3%) in increased personnel expenses from FY23 to FY24. In future year, expenses are expected to increase 4% each year.

**Supplies, Maintenance, and Services** are projected to increase at a rate of 3-5% per year. Costs increased 11% between FY24 and FY25.

**Capital / Street Maintenance costs** are derived from the five-year plan submitted by the facilities, parks maintenance, streets and traffic divisions. The plan consists of a detailed program of activities for each piece of capital infrastructure within the city.

**Insurance costs** include property and casualty coverage as well as employee medical, dental, vision and life insurance coverage which increased 33% between F23 and FY24. Insurance costs are highly volatile and an increase between 3-5% is expected.

**Debt Service costs** will vary, as it is dependent upon several factors. As debt has been restructured to take advantage of lower interest rates, the amount of property tax required to support debt obligations (the I&S portion of the tax rate) will fall correspondingly as existing debt is paid off. As the I&S portion of the debt rate decreases, the ability to generate additional revenue for the General fund (the M&O portion of the tax rate) is limited due to rollback provisions. Projections assume the city will maintain the tax rate at the current level of \$0.241165 or the No New Revenue Rate.

**Transfers out** include payments to the Capital Equipment Replacement fund for the acquisition of new and/or replacement capital equipment, vehicles, heavy machinery, and technology items. Transfers out also include funds earmarked for the Quality of Life CIP (QOL) fund and Crime Control & Prevention District (CCPD) fund. The FY25 budget has a total of \$20 million in cash transfers.

## Fund Balance Summary

The General and Debt Service funds each have a fund balance requirement of 20% of net operating expenditures, the equivalent of 72 days of operations. The General fund meets the balance requirement each of the three years, with funds in excess of the 20% requirement transferred to other funds such as the QOL fund. The Debt Service fund also exceeds the 20% requirement each of the three years. The Capital / Street Maintenance fund does not currently have a fund balance requirement, as its sole sources of revenue are operating transfers and interest earnings.

<b>GENERAL GOVERNMENT FUND BALANCE SUMMARY</b>						
	<b>2022-23</b>	<b>2023-24</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>	<b>2027-28</b>
	<b>Actual</b>	<b>Estimate</b>	<b>Approved</b>	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>
<b><u>GENERAL FUND</u></b>						
Beginning Balance	14,736,774	16,523,742	19,553,865	19,553,865	19,553,865	19,553,865
Net Operating Surplus / (Deficit)	1,786,968	3,030,123	0	0	0	0
Ending Balance	16,523,742	19,553,865	19,553,865	19,553,865	19,553,865	19,553,865
<b>Percentage of Operating Expenditures</b>	<b>20%</b>	<b>26%</b>	<b>25%</b>	<b>24%</b>	<b>23%</b>	<b>23%</b>
<b>Days of Operation</b>	<b>73</b>	<b>96</b>	<b>91</b>	<b>88</b>	<b>85</b>	<b>88</b>
FUND BALANCE REQUIREMENT	13,180,839	13,244,643	15,638,716	16,187,097	16,771,502	17,377,361
Fund balance requirement is 20% of total budgeted expenditures (72 days of operation).						
<b><u>DEBT SERVICE FUND</u></b>						
Beginning Balance	6,997,402	6,778,612	7,537,063	7,658,931	7,658,931	7,658,931
Net Operating Surplus / (Deficit)	(218,790)	758,451	121,868	0	0	0
Ending Balance	6,778,612	7,537,063	7,658,931	7,658,931	7,658,931	7,658,932
<b>Percentage of Operating Expenditures</b>	<b>45%</b>	<b>51%</b>	<b>45%</b>	<b>51%</b>	<b>44%</b>	<b>44%</b>
<b>Days of Operation</b>	<b>164</b>	<b>188</b>	<b>164</b>	<b>188</b>	<b>160</b>	<b>188</b>
FUND BALANCE REQUIREMENT						
Fund balance requirement is 20% of total budgeted expenditures (72 days of operation).						
<b><u>CAPITAL / STREET MAINTENANCE FUND</u></b>						
Beginning Balance	4,329,960	1,987,580	497,580	527,580	527,580	527,580
Net Operating Surplus / (Deficit)	(2,342,380)	(1,490,000)	30,000	0	0	0
Ending Balance	1,987,580	497,580	527,580	527,580	527,580	527,580
FUND BALANCE REQUIREMENT	--- NONE					

Summaries for the three funds that comprise the General Government Funds group are as follows:

<b>LONG-RANGE FINANCIAL FORECAST - GENERAL FUND</b>						
	2022-2023 Actual	2023-2024 Estimated	2024-2025 Approved	2025-2026 Projected	2026-2027 Projected	2027-2028 Projected
<b>REVENUE AND OTHER FUNDING SOURCES</b>						
Taxes	56,944,664	60,607,792	61,132,705	63,630,582	66,090,508	68,642,837
Licenses, Fees & Permits	8,264,173	8,245,539	8,581,127	8,666,938	8,753,608	8,841,144
Fines, Forfeitures & Charges for Services	11,788,496	12,151,506	11,666,093	12,016,076	12,376,558	12,747,855
Transfers In	5,624,881	4,699,573	5,314,623	5,500,635	5,693,157	5,892,418
Interest & Miscellaneous	2,767,351	1,844,214	1,887,084	1,924,826	1,963,322	2,002,589
<b>TOTAL SOURCES OF FUNDS</b>	<b>85,389,565</b>	<b>87,548,624</b>	<b>88,581,632</b>	<b>91,739,057</b>	<b>94,877,153</b>	<b>98,126,842</b>
<b>EXPENDITURES AND OTHER FUNDING USES</b>						
Personnel	38,200,150	39,046,225	42,627,847	44,332,961	46,106,279	47,950,530
Supplies, Maintenance & Services	22,498,583	24,393,244	25,025,571	25,776,338	26,549,628	27,346,117
Capital Outlay	501,323	168,791	176,700	100,000	100,000	100,000
Insurance	9,142,966	10,571,582	10,363,463	10,726,184	11,101,601	11,490,157
Transfers Out	13,259,575	10,338,659	10,388,051	10,803,573	11,019,645	11,240,037
<b>TOTAL USES OF FUNDS</b>	<b>83,602,597</b>	<b>84,518,501</b>	<b>88,581,632</b>	<b>91,739,056</b>	<b>94,877,153</b>	<b>98,126,842</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>1,786,968</b>	<b>3,030,123</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>BEGINNING FUND BALANCE</b>	<b>14,736,774</b>	<b>16,523,742</b>	<b>19,553,865</b>	<b>19,553,865</b>	<b>19,553,865</b>	<b>19,553,865</b>
<b>ENDING FUND BALANCE</b>	<b>16,523,742</b>	<b>19,553,865</b>	<b>19,553,865</b>	<b>19,553,865</b>	<b>19,553,865</b>	<b>19,553,865</b>
<b>FUND BALANCE REQUIREMENT</b>	<b>13,180,839</b>	<b>13,244,643</b>	<b>15,638,716</b>	<b>16,187,097</b>	<b>16,771,502</b>	<b>17,377,361</b>
<b>PERCENTAGE OF COVERAGE</b>	<b>20%</b>	<b>26%</b>	<b>25%</b>	<b>24%</b>	<b>23%</b>	<b>23%</b>

<b>LONG-RANGE FINANCIAL FORECAST - DEBT SERVICE FUND</b>						
	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028
	Actual	Estimated	Approved	Projected	Projected	Projected
<b><u>REVENUE AND OTHER FUNDING SOURCES</u></b>						
Taxes	13,096,408	12,990,000	13,070,000	13,135,350	13,201,027	13,267,032
Transfers In	1,401,444	2,057,569	3,971,468	4,050,897	4,091,406	4,132,320
Interest & Miscellaneous	349,270	365,000	150,000	153,000	156,060	159,181
<b>TOTAL SOURCES OF FUNDS</b>	<b>14,847,122</b>	<b>15,412,569</b>	<b>17,191,468</b>	<b>17,339,247</b>	<b>17,448,493</b>	<b>17,558,533</b>
<b><u>EXPENDITURES AND OTHER FUNDING USES</u></b>						
G.O. Bond Principal & Interest	8,080,543	7,099,543	7,136,168	7,207,530	7,279,605	7,352,401
Cert. of Obligation Principal & Interest	4,722,281	5,346,850	7,868,923	7,947,612	8,027,088	8,107,359
Tax Notes & Notes Payable	1,401,444	1,398,169	1,398,453	1,000,000	750,000	700,000
Fiscal Agent & Bond Fees	199,725	150,000	0	100,000	100,000	100,000
Transfers Out	661,919	659,556	666,056	1,084,105	1,291,800	1,298,773
<b>TOTAL USES OF FUNDS</b>	<b>15,065,912</b>	<b>14,654,118</b>	<b>17,069,600</b>	<b>17,339,247</b>	<b>17,448,493</b>	<b>17,558,533</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>(218,790)</b>	<b>758,451</b>	<b>121,868</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>BEGINNING FUND BALANCE</b>	<b>6,997,402</b>	<b>6,778,612</b>	<b>7,537,063</b>	<b>7,658,931</b>	<b>7,658,931</b>	<b>7,658,931</b>
<b>ENDING FUND BALANCE</b>	<b>6,778,612</b>	<b>7,537,063</b>	<b>7,658,931</b>	<b>7,658,931</b>	<b>7,658,931</b>	<b>7,658,931</b>
<b>FUND BALANCE REQUIREMENT</b>	<b>2,971,906</b>	<b>2,890,675</b>	<b>3,367,154</b>	<b>3,420,345</b>	<b>3,441,895</b>	<b>3,463,601</b>
<b>PERCENTAGE OF COVERAGE</b>	<b>45%</b>	<b>51%</b>	<b>45%</b>	<b>44%</b>	<b>44%</b>	<b>44%</b>

<b>LONG-RANGE FINANCIAL FORECAST - CAPITAL / STREET MAINT. FUND</b>						
	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028
	Actual	Estimated	Approved	Projected	Projected	Projected
<b><u>REVENUE AND OTHER FUNDING SOURCES</u></b>						
Transfers In	1,640,000	2,670,000	4,899,450	4,899,450	4,899,450	4,899,450
Interest & Miscellaneous	255,332	10,000	30,000	15,000	20,000	30,000
<b>TOTAL SOURCES OF FUNDS</b>	<b>1,895,332</b>	<b>2,680,000</b>	<b>4,929,450</b>	<b>4,914,450</b>	<b>4,919,450</b>	<b>4,929,450</b>
<b><u>EXPENDITURES AND OTHER FUNDING USES</u></b>						
Facilities Capital Maintenance	832,592	700,000	755,000	755,000	705,000	710,000
Parks Capital Maintenance	1,139,750	1,162,000	1,862,000	1,832,351	1,841,809	1,800,356
ADA			50,000	50,000	50,000	50,000
Streets and Traffic Capital Maintenance	2,265,370	2,308,000	2,232,450	2,277,099	2,322,641	2,369,094
<b>TOTAL USES OF FUNDS</b>	<b>4,237,712</b>	<b>4,170,000</b>	<b>4,899,450</b>	<b>4,914,450</b>	<b>4,919,450</b>	<b>4,929,450</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>(2,342,380)</b>	<b>(1,490,000)</b>	<b>30,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>BEGINNING FUND BALANCE</b>	<b>4,329,960</b>	<b>1,987,580</b>	<b>497,580</b>	<b>527,580</b>	<b>527,580</b>	<b>527,580</b>
<b>ENDING FUND BALANCE</b>	<b>1,987,580</b>	<b>497,580</b>	<b>527,580</b>	<b>527,580</b>	<b>527,580</b>	<b>527,580</b>

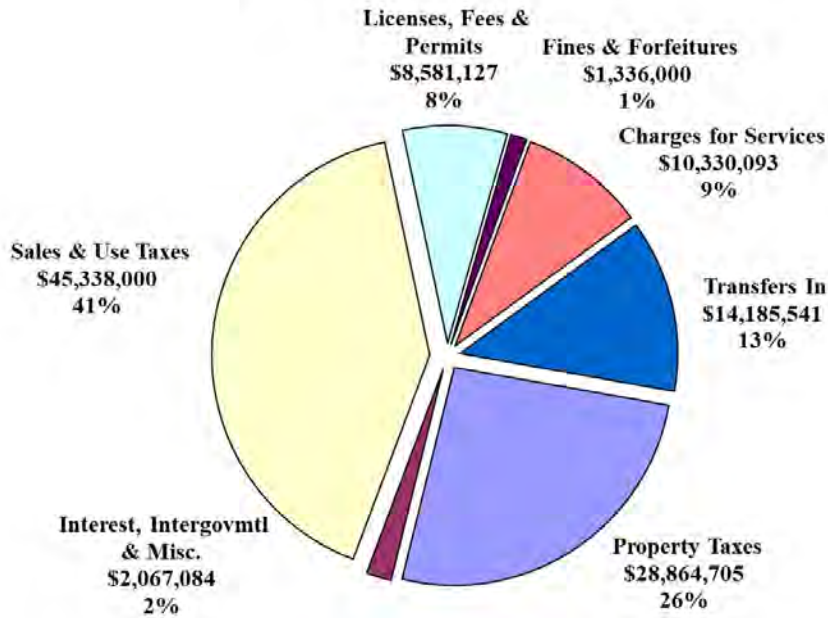
CITY OF GRAPEVINE, TEXAS  
 FY 2024-25 APPROVED OPERATING BUDGET  
 SUMMARY TABLE OF ALL FUNDS

**-- GENERAL GOVERNMENT FUNDS --**

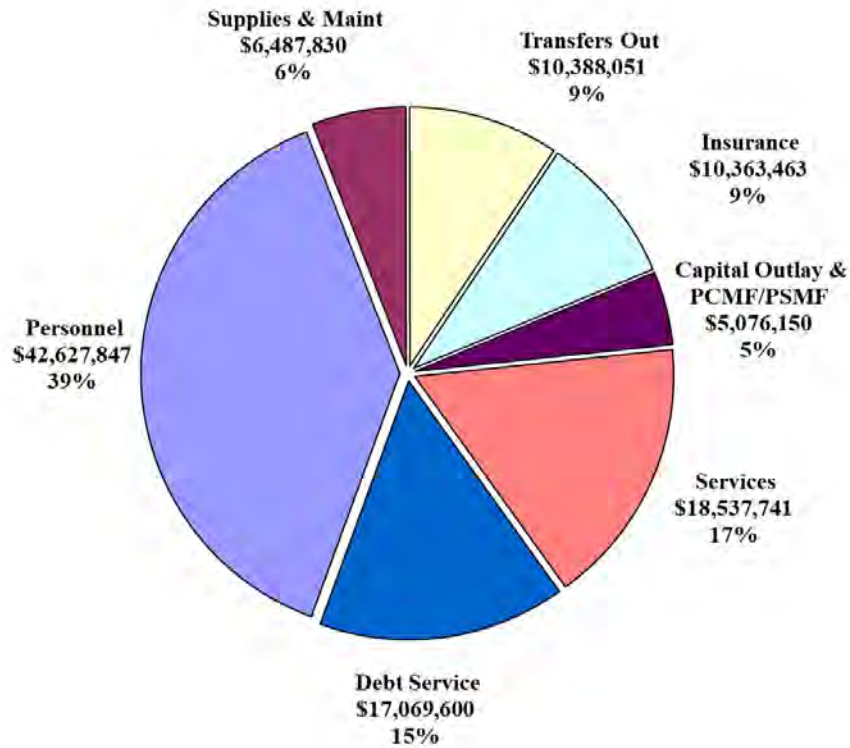
	General Fund	Debt Service Fund	Capital / Street Maintenance Fund	Total All Funds
<b>REVENUES AND OTHER FINANCING SOURCES:</b>				
Property Taxes	15,794,705	13,070,000		28,864,705
Sales & Use Taxes	45,338,000			45,338,000
Licenses, Fees & Permits	8,581,127			8,581,127
Fines and Forfeitures	1,336,000			1,336,000
Charges for Services	10,330,093			10,330,093
Intergovernmental / Inter-Agency	105,000			105,000
Interest Income	410,984	150,000	30,000	590,984
Transfers In	5,314,623	3,971,468	4,899,450	14,185,541
Miscellaneous	1,371,100			1,371,100
<b>Total Revenues</b>	<b>88,581,632</b>	<b>17,191,468</b>	<b>4,929,450</b>	<b>110,702,550</b>
<b>EXPENDITURES AND OTHER FINANCING USES:</b>				
Personnel	42,627,847			42,627,847
Supplies	4,615,070			4,615,070
Maintenance	1,872,760			1,872,760
Services	18,537,741			18,537,741
Insurance	10,363,463			10,363,463
Debt Service		16,403,544		16,403,544
Transfers Out	10,388,051	666,056		11,054,107
Permanent Capital / Street Maint.			4,899,450	4,899,450
Capital Outlay	176,700			176,700
<b>Total Expenditures</b>	<b>88,581,632</b>	<b>17,069,600</b>	<b>4,899,450</b>	<b>110,550,682</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>-</b>	<b>121,868</b>	<b>30,000</b>	<b>151,868</b>
<b>BEGINNING FUND BALANCE</b>	<b>20,877,237</b>	<b>7,394,285</b>	<b>(3,592,109)</b>	<b>24,679,413</b>
<b>ENDING FUND BALANCE</b>	<b>20,877,237</b>	<b>7,516,153</b>	<b>(3,562,109)</b>	<b>24,831,281</b>



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



**EXPENDITURE FUNDING USES**  
**"Where the Money Goes"**

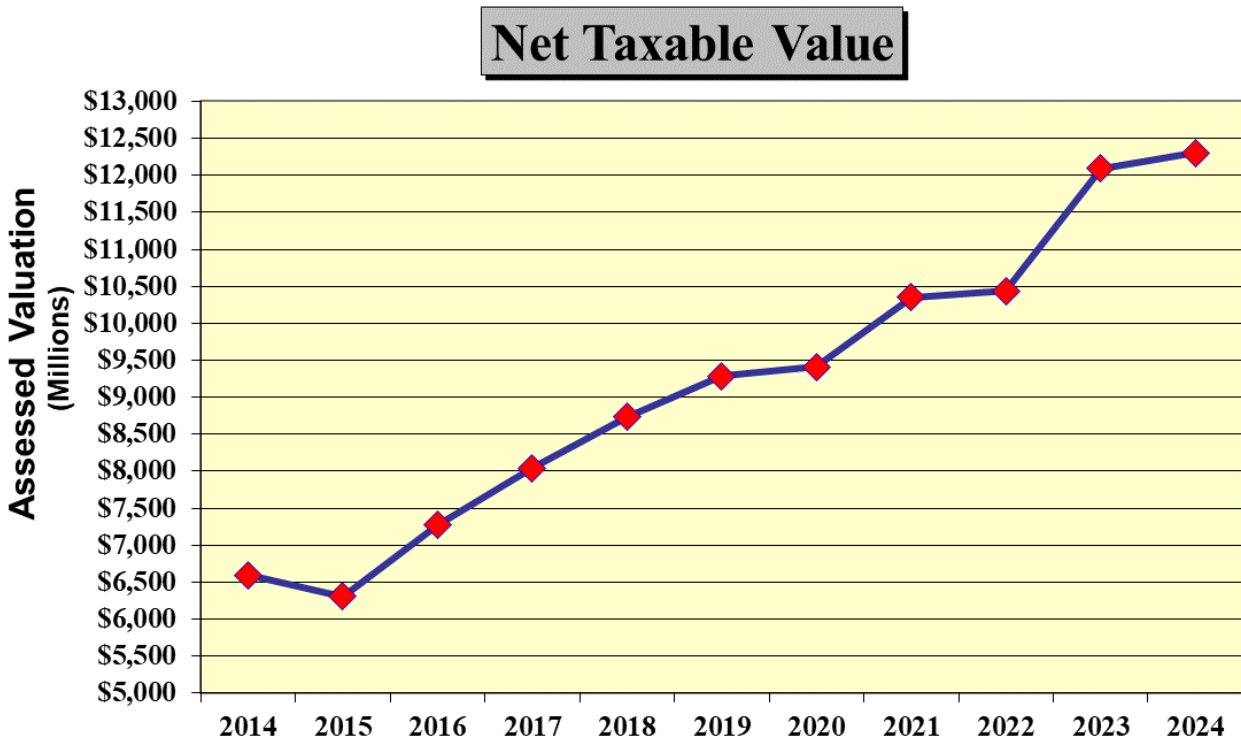


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## Revenue and Other Financing Sources

General Government revenue is budgeted at \$110 million, an increase of \$12.6 million (13%) from the previous year. The increase in budgeted revenue is primarily due to higher Sales and Use tax collections, which are budgeted to increase by \$5.3 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.



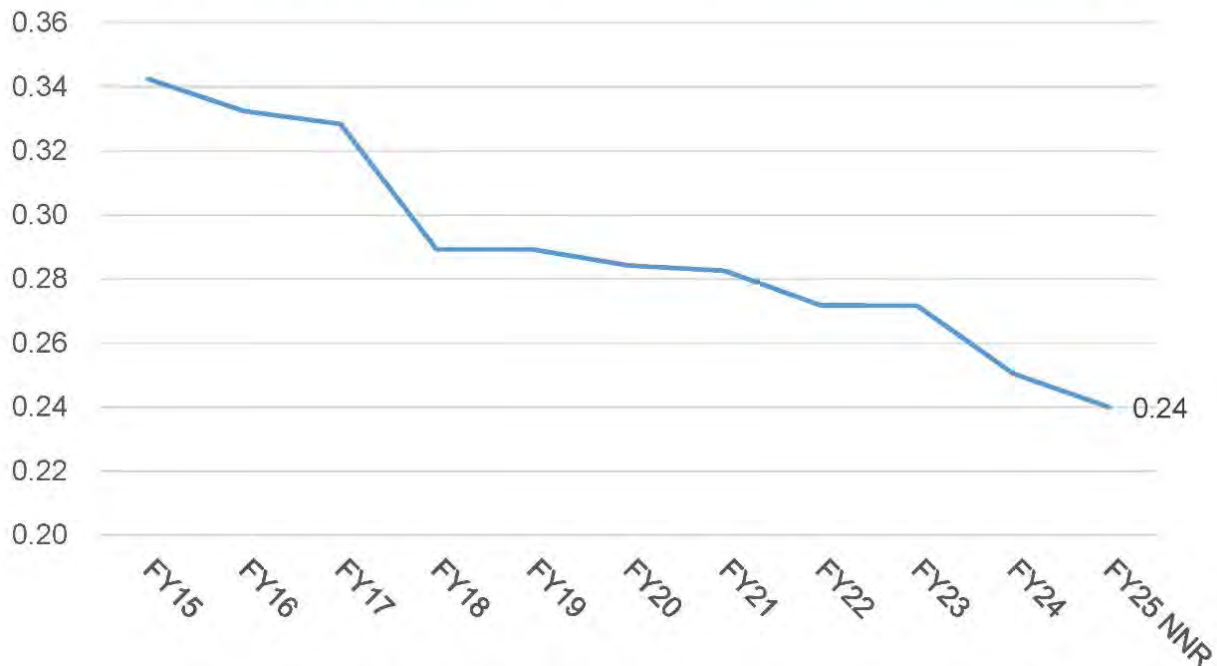
The certified net taxable value (NTV), which includes a projected minimum value for all properties pending disposition before the Appraisal Review Board, totals \$12,303,212,111 and is reflective of all taxable property in the City as of January 1, 2024. This represents an increase of \$205,588,096 (1.7%) from the 2023 tax roll.

The City has adopted a tax rate of \$0.241165 per \$100 valuation, which represents a decrease of 3.7% 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 \$0.131812 for the General Fund, meaning 55% of tax collections fund maintenance and operations. In comparison, last year's M&O rate of \$0.136328 represented 54% of tax collections.

Ad Valorem taxes for I&S are collected through the Debt Service fund. The City has adopted a tax rate of \$0.109353 for the Debt Service fund, meaning 45% of tax collections fund principle and interest payments on outstanding debt. In comparison, last year's I&S rate of \$0.114232 represented 46% of tax collections.

The total tax levy for FY25 is budgeted at \$28.8 million. Ad Valorem taxes represent 26% of General Government revenues.

## General Fund Property Tax Rate History FY15-FY25



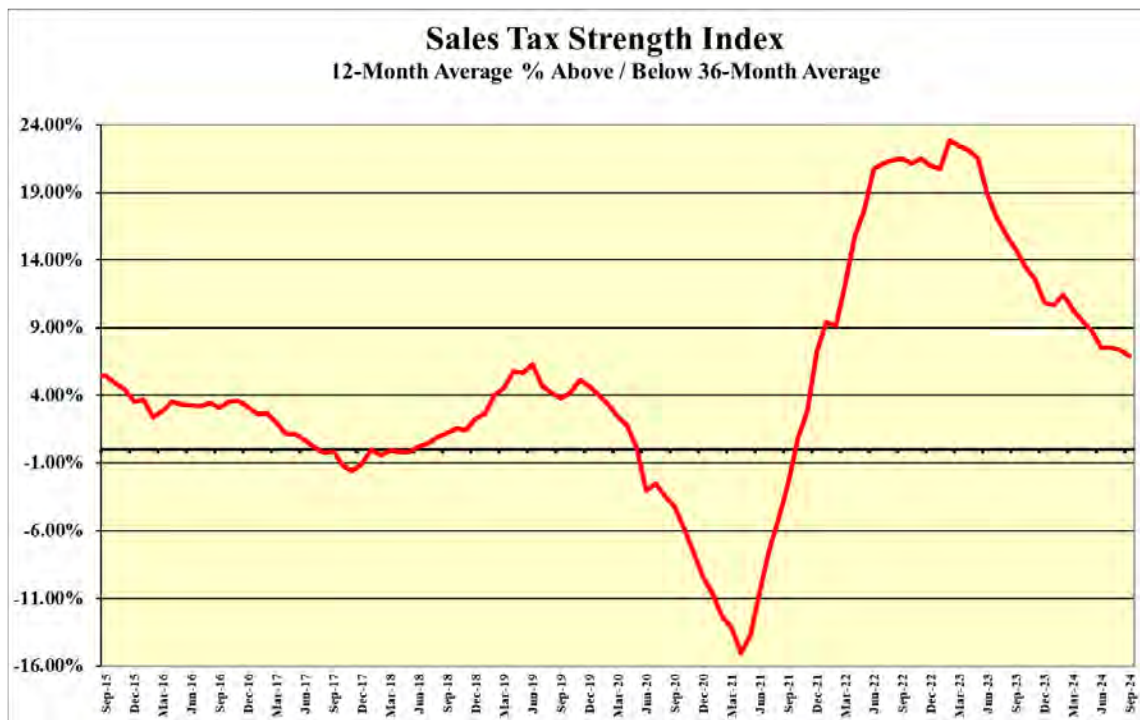
Ad Valorem tax collections totaled \$27 million in FY23, an increase of 2.8% from the previous year. Actual collections in FY24 are estimated to reach \$28.2 million which is 1.6% higher than the previous year.

<b>AD VALOREM TAXES</b>	<b>FY-2019 Actual</b>	<b>FY-2020 Actual</b>	<b>FY-2021 Actual</b>	<b>FY-2022 Actual</b>	<b>FY-2023 Actual</b>	<b>FY-2024 Estimate</b>
<b>M&amp;O</b>	\$11,765,848	\$12,740,172	\$13,521,637	\$13,948,203	\$14,683,291	\$15,246,800
<b>I&amp;S</b>	\$12,271,794	\$12,865,818	\$13,110,052	\$13,080,495	\$13,103,502	\$12,990,000
Total Collections	\$24,037,642	\$25,605,990	\$26,631,689	\$27,028,698	\$27,786,793	\$28,236,800
Gain / (Loss)	\$1,395,647	\$1,568,348	\$1,025,699	\$397,009	\$758,095	\$450,007
% Change	6.2%	6.5%	4.0%	1.5%	2.8%	1.6%

**Sales & Use Taxes** are the largest General Government revenue stream, at 41%. 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 for the City of Grapevine’s general fund 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.

<b>SALES TAX</b>	<b>FY-2019 Actual</b>	<b>FY-2020 Actual</b>	<b>FY-2021 Actual</b>	<b>FY-2022 Actual</b>	<b>FY-2023 Actual</b>	<b>FY-2024 Estimate</b>
Collections	\$29,863,646	\$25,758,869	\$28,590,889	\$36,748,631	\$39,559,646	\$42,594,062
Gain / (Loss)	\$1,577,019	(\$4,104,777)	\$2,832,020	\$8,157,742	\$2,811,015	\$3,034,416
% Change	6%	-14%	11%	29%	8%	8%

General government sales tax receipts for FY24 are projected to be \$42.5 million, an increase of \$3,034,416 (8%) from the previous year.

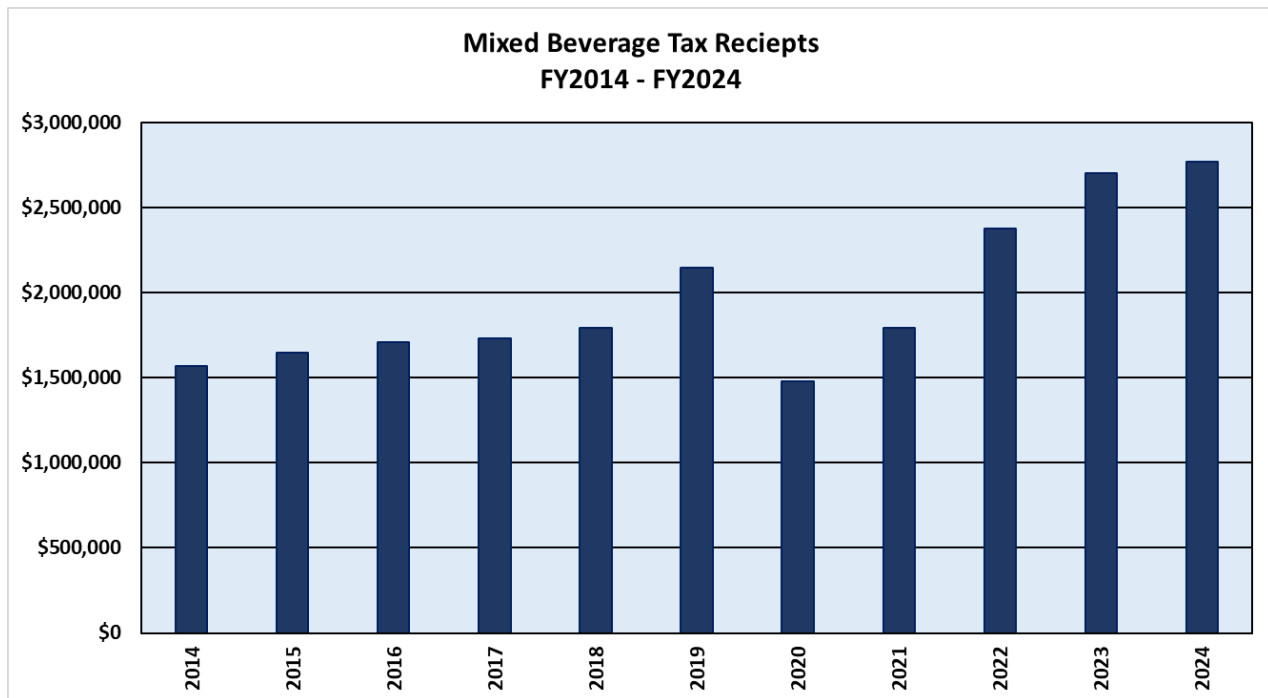


The Sales Tax Strength Index, which compares the 12-month and 36-month rolling averages of sales tax collections has proved to be a reliable early indicator of recessions. The chart above examines the index for sales tax collections from September 2016 through September 2024. In the early part of the 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 COVID-19 pandemic which became widespread in March 2020 began another prolonged decline falling to -4.2% in September 2020 and eventually bottoming out at -15% in April 2021. As the economy reopened throughout FY21, sales tax growth climbed from historic lows reaching -2.4% by September 2021.

Since then, growth has risen exponentially culminating at 23% in February 2023. Throughout FY24 growth averaged 10%.

<b>MIXED BEVERAGE TAX</b>	<b>FY-2019 Actual</b>	<b>FY-2020 Actual</b>	<b>FY-2021 Actual</b>	<b>FY-2022 Actual</b>	<b>FY-2023 Actual</b>	<b>FY-2024 Estimate</b>
Collections	\$2,145,940	\$1,477,422	\$1,793,124	\$2,377,346	\$2,701,727	\$2,766,930
Gain / (Loss)	\$353,266	-\$668,519	\$315,702	\$584,222	\$324,381	\$65,203
% Change	19.7%	-31.2%	21.4%	32.6%	13.6%	2.4%



*Mixed beverage taxes* are budgeted at \$2.8 million for FY25, which represents an increase of \$338,000 from the previous year's budget. Actual collections for FY24 were up \$65,203 and represent an increase of (2.4%) from the previous year.

**Franchise fees** represent those revenues collected from utilities operating within the City that use the City’s rights-of-way to conduct their business. The City Council has authorized a 4% fee for the electric utility, 4% for the natural gas utility, 5% for the cable TV utility and a 2% of gross receipts fee for refuse collection. A flat rate is charged to both telephone operators [adjusted annually] based on the number of access lines. The City anticipates franchise fee collections of \$6.4 million in FY24, which is \$220,103 less than FY23 Actuals. Changes mandated by the state legislature have resulted in decreases in the fees that can be imposed on franchisees.

<b>FRANCHISE FEE COLLECTIONS</b>	<b>FY-2019 Actual</b>	<b>FY-2020 Actual</b>	<b>FY-2021 Actual</b>	<b>FY-2022 Actual</b>	<b>FY-2023 Actual</b>	<b>FY-2024 Estimate</b>
Electric	3,554,552	3,403,965	3,233,122	3,252,966	3,522,473	3,471,594
Telephone	489,057	324,662	165,783	130,914	130,103	121,890
Natural Gas	719,834	571,092	674,328	1,125,332	1,081,485	955,582
Cable Television	549,183	785,989	619,582	529,666	451,441	405,881
Refuse Collection	1,122,845	1,130,859	1,165,682	1,330,434	1,522,626	1,533,078
Collections	\$6,435,472	\$6,216,567	\$5,858,497	\$6,369,312	\$6,708,128	\$6,488,025
Gain / (Loss)	(\$457,679)	(\$218,905)	(\$358,070)	\$510,815	\$338,816	(\$220,103)
% Change	-7%	-3%	-6%	9%	5%	-3%

**License and permit revenue** include fees charged by the City for certain types of operator licenses and permits for construction and other items regulated by City ordinances. Total revenue from licenses and permits is budgeted at \$1.9 million, similar to the prior year’s budget. Total license & permit revenue in FY24 was up \$297,102 (19%) from FY23.

<b>LICENSES &amp; PERMITS</b>	<b>FY-2019 Actual</b>	<b>FY-2020 Actual</b>	<b>FY-2021 Actual</b>	<b>FY-2022 Actual</b>	<b>FY-2023 Actual</b>	<b>FY-2024 Estimate</b>
Collections	\$1,987,404	\$1,385,370	\$1,472,258	\$1,348,858	\$1,556,045	\$1,853,147
Gain / (Loss)	\$356,291	(\$602,034)	\$86,888	(\$123,400)	\$207,187	\$297,102
% Change	22%	-30%	6%	-8%	15%	19%

**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 FY25 are budgeted at \$10.3 million and represent an increase of 4% 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 \$1.8 million.

<b>CHARGES FOR SERVICES</b>	<b>FY-2019 Actual</b>	<b>FY-2020 Actual</b>	<b>FY-2021 Actual</b>	<b>FY-2022 Actual</b>	<b>FY-2023 Actual</b>	<b>FY-2024 Estimate</b>
Collections	\$8,607,063	\$7,848,563	\$8,209,525	\$7,852,670	\$10,419,639	\$12,352,540
Gain / (Loss)	(\$4,044,055)	(\$758,500)	\$360,962	(\$356,855)	\$2,566,969	\$1,932,901
% Change	-32%	-9%	5%	-4%	33%	19%

*Fines and forfeitures* represent revenue generated from the municipal court and other punitive actions. Revenue in this category is budgeted at \$1.3 million, an increase of \$304,800 (30%) from the previous year's budget. Actual collections in FY24 total \$1,284,936 and represent a 6% decrease from the previous year.

<b>FINES AND FORFEITURES</b>	<b>FY-2019 Actual</b>	<b>FY-2020 Actual</b>	<b>FY-2021 Actual</b>	<b>FY-2022 Actual</b>	<b>FY-2023 Actual</b>	<b>FY-2024 Estimate</b>
Collections	\$1,542,241	\$1,026,561	\$967,554	\$1,082,433	\$1,364,971	\$1,284,936
Gain / (Loss)	(\$40,215)	(\$515,680)	(\$59,007)	\$114,879	\$282,538	(\$80,035)
% Change	-3%	-33%	-6%	12%	26%	-6%

*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 payment for some fire department inspection services. Intergovernmental revenue is budgeted at \$105,000 in FY25.

*Interest Income* is budgeted at \$180,000. Interest income estimated in FY24 totaled \$375,000 and represented an decrease of \$122,734 from FY23.

*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 \$75,000. Total miscellaneous revenue is budgeted at \$1,782,084 for FY25.

*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, and Stormwater Drainage funds are budgeted at \$5.3 million in FY25, which is \$615,050 (13%) more than the previous year.

Operating transfers to the Debt Service fund for principal and interest payments for debt issued to support the Convention & Visitors, Storm Drainage, Lake Parks, Water Utility and Economic Development funds are budgeted at \$3.9 million. An operating transfer to the Capital/Street Maintenance fund is budgeted at \$4.89 million and represents a \$2.22 million increase from the previous year.

<b>OPERATING TRANSFERS IN</b>	<b>FY-2020 Actual</b>	<b>FY-2021 Actual</b>	<b>FY-2022 Actual</b>	<b>FY-2023 Actual</b>	<b>FY-2024 Estimate</b>
Utility Enterprise	1,885,149	1,755,683	2,086,555	2,215,207	1,983,932
Convention & Visitors	2,441,196	2,212,387	2,156,581	3,313,316	2,406,706
Golf	111,463	134,992	146,012	161,118	152,734
Stormwater Drainage	112,000	108,750	114,652	117,364	101,680
General (Cap. Maint)	3,298,149	-	-	-	-
Lake Parks	689,893	-	-	-	-
4B Transit	336,524	278,852	148,372	328,388	356,836
Economic Development	1,707,394	2,015,565	1,828,015	1,878,745	1,868,767
Collections	\$10,581,768	\$6,506,229	\$6,480,187	\$8,014,138	\$6,870,655
Gain / (Loss)	\$675,632	(\$4,075,539)	(\$26,042)	\$1,533,951	(\$1,143,483)
% Change	6.8%	-38.5%	-0.4%	23.7%	-14.3%

Total revenue from operating transfers in FY24 are estimated at \$6,870,655 and represent a 14.3% decrease.



## **Expenditures and Other Financing Uses**

The FY25 adopted budget for General Government fund expenditures totals \$110 million dollars, an increase of \$11.8 million (12%) from the prior year. General Government net operating expenditures (excluding transfers) are budgeted at \$99.5 million and represent an increase of \$8.8 million from the previous year.

**Personnel costs** represent the single largest expenditure category, accounting for 39% of all General Government expenditures. Budgeted at \$42.6 million, personnel expenditures increase \$2.7 million from the previous year's budget. Estimated expenditures for FY24 were \$39 million and represent an increase of \$1.4 million (3.76%) from FY23 Actuals.

<b>PERSONNEL COSTS</b>	<b>FY-2019 Actual</b>	<b>FY-2020 Actual</b>	<b>FY-2021 Actual</b>	<b>FY-2022 Actual</b>	<b>FY-2023 Actual</b>	<b>FY-2024 Estimate</b>
Expenditures	\$33,462,354	\$34,151,272	\$34,415,045	\$35,213,702	\$38,200,150	\$39,634,707
Increase / (Decrease)	\$1,365,542	\$688,918	\$263,773	\$798,657	\$2,986,448	\$1,434,557
% Change	4.25%	2.06%	0.77%	2.32%	8.48%	3.76%

Total authorized positions in the General Fund (full-time) for FY25 are 329.5 and represent an increase of 7.0 FTE as the Police Department will add six Animal Services personnel and one Assistant Police Chief.

<b>AUTHORIZED POSITIONS GENERAL FUND</b>	<b>FY-2019 Actual</b>	<b>FY-2020 Actual</b>	<b>FY-2021 Actual</b>	<b>FY-2022 Actual</b>	<b>FY-2023 Actual</b>	<b>FY-2024 Estimate</b>
Full-Time Equivalents (FTEs)	321.00	320.50	320.50	320.50	322.50	329.50
Increase / (Decrease)	(2.00)	(0.50)	0.00	0.00	2.00	7.00
% Change	-0.62%	-0.16%	0.00%	0.00%	0.62%	2.17%

**Supplies and Maintenance** are budgeted at \$6.48 million, an increase of \$682,700 from the previous year's budget. Motor vehicle supplies (including gasoline) are budgeted at \$429,050 which is \$27,900 more than the previous year. 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. FY24 estimated expenditures for Supplies totaled \$3.8 million and represented a 1.8% decrease from the previous year. Supplies and maintenance represent 6% of total General Government expenditures.

<b>SUPPLIES GENERAL FUND</b>	<b>FY-2019 Actual</b>	<b>FY-2020 Actual</b>	<b>FY-2021 Actual</b>	<b>FY-2022 Actual</b>	<b>FY-2023 Actual</b>	<b>FY-2024 Estimate</b>
Expenditures	\$3,253,197	\$2,997,950	\$2,992,663	\$4,887,962	\$3,896,118	\$3,824,105
Increase / (Decrease)	(\$72,150)	(\$255,247)	(\$5,287)	\$1,895,299	(\$991,844)	(\$72,013)
% Change	-2.2%	-7.8%	-0.2%	63.3%	-20.3%	-1.8%

**Services** are budgeted at \$18 million and represent a \$2.38 million increase (15%) from the FY24 budget. Estimated expenditures in FY24 are estimated to total \$18.1 million, and represent an increase of 12.8% from FY23. Expenditures for services account for 17% of General Government expenditures.

<b>SERVICES GENERAL FUND</b>	<b>FY-2019 Actual</b>	<b>FY-2020 Actual</b>	<b>FY-2021 Actual</b>	<b>FY-2022 Actual</b>	<b>FY-2023 Actual</b>	<b>FY-2024 Estimate</b>
Expenditures	\$12,923,700	\$13,341,686	\$12,878,971	\$13,758,569	\$16,089,498	\$18,156,321
Increase / (Decrease)	\$1,387,805	\$417,986	(\$462,715)	\$879,598	\$2,330,929	\$2,066,823
% Change	12.0%	3.2%	-3.5%	6.8%	16.9%	12.8%

**Insurance Costs**, which include property, casualty and health insurance, are budgeted at \$10.3 million, and represent a decrease of \$276,420 from the previous year's budget amount.

<b>INSURANCE GENERAL FUND</b>	<b>FY-2019 Actual</b>	<b>FY-2020 Actual</b>	<b>FY-2021 Actual</b>	<b>FY-2022 Actual</b>	<b>FY-2023 Actual</b>	<b>FY-2024 Estimate</b>
Expenditures	\$6,712,060	\$9,021,298	\$7,898,750	\$8,297,846	\$9,142,966	\$10,571,582
Increase / (Decrease)	(\$3,778,966)	\$2,309,238	(\$1,122,548)	\$399,096	\$845,120	\$1,428,616
% Change	-36.0%	34.4%	-12.4%	5.1%	10.2%	15.6%

**Debt Service** is budgeted at \$17 million and represents an increase of \$2.56 million from the previous year. Estimated expenditures in FY24 totaled \$13.8 million and represented an increase of \$3,512. Debt service costs represent 15% of General Government expenditures.

<b>DEBT SERVICE</b>	<b>FY-2019</b>	<b>FY-2020</b>	<b>FY-2021</b>	<b>FY-2022</b>	<b>FY-2023</b>	<b>FY-2024</b>
<b>Principal &amp; Interest Payments</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Estimate</b>
General Obligation	\$9,722,770	\$11,257,383	\$10,665,083	\$8,034,132	\$8,080,543	\$7,099,543
Certificates of Obligation	\$4,121,339	\$2,335,488	\$3,830,481	\$4,030,062	\$4,359,063	\$5,346,850
Tax Notes Payable	\$2,893,797	\$2,113,019	\$1,498,306	\$2,016,469	\$1,401,444	\$1,398,169
<b>Total</b>	<b>\$16,737,906</b>	<b>\$15,705,890</b>	<b>\$15,993,870</b>	<b>\$14,080,663</b>	<b>\$13,841,050</b>	<b>\$13,844,562</b>
Increase / (Decrease)	\$1,117,565	(\$1,032,016)	\$287,980	(\$1,913,207)	(\$239,613)	\$3,512
% Change	7.2%	-6.2%	1.8%	-12.0%	-1.7%	0.0%

*Operating Transfers Out* are budgeted at \$10.38 million and consists of transfers from the General fund to the Crime Control & Prevention District (CCPD), Community Quality of Life (QOL), Permanent Capital Maintenance (PCMF) and Capital Projects Funds. The annual transfer to the PCMF Fund is budgeted at \$4.89 million, an increase of \$2.2 million from the previous year.

Total transfers in FY24 are estimated at \$7.3 million and represent a \$620,916 decrease from FY23.

<b>OPERATING TRANSFERS OUT</b>	<b>FY-2020</b>	<b>FY-2021</b>	<b>FY-2022</b>	<b>FY-2023</b>	<b>FY-2024</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Estimate</b>
Capital Maintenance	1,779,000	-	5,124,000	1,640,000	2,670,000
Street Maintenance	1,500,000	-	-	-	-
CIP / Quality of Life	-	-	1,500,000	1,000,000	909,010
Equipment Acquisition	830,004	-	960,500	-	-
CCPD Fund	3,406,824	5,513,302	4,291,740	4,519,575	3,759,649
Lake Parks	-	4,463,346	-	-	-
Capital Projects Fund	-	-	2,300,000	800,000	-
Grant Fund	-	6,856	-	-	-
<b>Total Transfers Out</b>	<b>\$7,515,828</b>	<b>\$9,983,504</b>	<b>\$14,176,240</b>	<b>7,959,575</b>	<b>7,338,659</b>
Increase / (Decrease)	(\$4,760,802)	\$2,467,676	\$4,192,736	(\$6,216,665)	(\$620,916)
% Change	-39%	33%	42%	-44%	-8%

**FY 2024-25 APPROVED OPERATING BUDGET  
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE  
GENERAL FUND**

	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Estimate	2024-25 Approved
<b>BEGINNING FUND BALANCE:</b>	11,582,854	14,736,774	16,523,742	16,523,742	19,553,865
<b>OPERATING REVENUE:</b>					
Ad Valorem Taxes	13,948,203	14,683,291	15,011,862	15,246,800	15,794,705
Sales Taxes	36,748,631	39,559,646	37,500,000	42,594,062	42,500,000
Mixed Beverage Taxes	2,377,346	2,701,727	2,500,000	2,766,930	2,838,000
Franchise Fees	6,369,312	6,708,128	6,100,000	6,392,392	6,626,872
Licenses & Permits	1,348,858	1,556,045	1,964,255	1,853,147	1,954,255
Charges for Services	7,852,670	10,423,525	9,898,621	10,813,421	10,330,093
Intergovernmental	3,649,930	247,890	283,843	138,812	105,000
Fines and Forfeitures	1,082,433	1,364,971	1,031,200	1,338,085	1,336,000
Miscellaneous	3,874,028	2,519,461	1,027,100	1,705,402	1,782,084
Total Operating Revenue	77,251,411	79,764,684	75,316,881	82,849,051	83,267,009
<b>TRANSFERS IN:</b>					
Administrative Fee - Utility Fund	2,086,555	2,215,207	2,199,481	2,199,481	2,745,155
Administrative Fee - CVB Fund	1,497,906	2,653,891	1,869,755	1,869,755	1,869,755
Administrative Fee - Golf Fund	146,012	161,118	168,750	168,750	187,500
Administrative Fee - SDUS Fund	114,652	117,364	110,025	110,025	113,775
Administrative Fee - 4B Fund	429,121	477,301	351,562	351,562	398,438
Total Transfers In	4,274,246	5,624,881	4,699,573	4,699,573	5,314,623
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>81,525,655</b>	<b>85,389,565</b>	<b>80,016,454</b>	<b>87,548,624</b>	<b>88,581,632</b>
<b>OPERATING EXPENDITURES:</b>					
Personnel	35,213,702	38,200,150	39,892,689	39,046,225	42,627,847
Supplies	4,887,962	3,896,118	3,917,093	3,824,105	4,615,070
Maintenance	1,430,587	2,512,967	1,888,037	2,412,818	1,872,760
Services	13,758,569	16,089,498	16,148,811	18,156,321	18,537,741
Capital Outlay	606,829	501,323	191,282	168,791	176,700
Insurance	8,297,846	9,142,966	10,639,883	10,571,582	10,363,463
Total Operating Expenditures	64,195,495	70,343,022	72,677,795	74,179,842	78,193,581
<b>TRANSFERS OUT:</b>					
Transfer To CCPD Fund	4,291,740	4,519,575	3,759,649	3,759,649	2,416,788
Transfer to PCMF Fund	5,124,000	1,640,000	2,670,000	2,670,000	4,899,450
Transfer To Capital Equipment Fund	960,500	5,300,000	-	3,000,000	2,071,813
Transfer to Beverly Horton Fund	-	800,000	-	-	-
Transfer To Quality Of Life Fund	1,500,000	1,000,000	909,010	909,010	1,000,000
Transfer To Capital Projects Fund	2,300,000	-	-	-	-
Total Transfers Out	14,176,240	13,259,575	7,338,659	10,338,659	10,388,051
<b>TOTAL EXPENDITURES AND TRANSFERS</b>	<b>78,371,735</b>	<b>83,602,597</b>	<b>80,016,454</b>	<b>84,518,501</b>	<b>88,581,632</b>
<b>SURPLUS (DEFICIT)</b>	<b>3,153,920</b>	<b>1,786,968</b>	<b>-</b>	<b>3,030,123</b>	<b>-</b>
<b>ENDING FUND BALANCE:</b>	<b>14,736,774</b>	<b>16,523,742</b>	<b>16,523,742</b>	<b>19,553,865</b>	<b>19,553,865</b>
<b>FUND BALANCE REQUIREMENT:</b>	<b>12,448,497</b>	<b>13,180,839</b>	<b>13,659,092</b>	<b>13,946,855</b>	<b>15,638,716</b>

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

The FY 2024-25 projected Ending Fund Balance represents 26% of total budgeted expenditures (96 days of operation).

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

	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2023-24</b>	<b>2024-25</b>
<b>Account Description</b>	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimate</b>	<b>Approved</b>
31100 General Property Tax Current	13,817,252	14,596,265	14,949,041	15,202,328	15,700,000
31101 General Property Tax Late	67,713	7,613	32,889	54,092	33,876
31103 General Property Tax Penalties	63,238	79,413	29,932	66,563	60,829
<b>AD VALOREM TAXES</b>	<b>13,948,203</b>	<b>14,683,291</b>	<b>15,011,862</b>	<b>15,322,983</b>	<b>15,794,705</b>
31204 Sales Taxes	36,748,631	39,559,646	37,500,000	42,287,858	42,500,000
31306 Mixed Beverage Taxes	2,377,346	2,701,727	2,500,000	2,302,741	2,838,000
<b>SALES &amp; USE TAXES</b>	<b>39,125,977</b>	<b>42,261,373</b>	<b>40,000,000</b>	<b>44,590,599</b>	<b>45,338,000</b>
31410 Franchise Fees-Electricity	3,252,966	3,522,473	3,250,000	3,471,594	3,500,000
31411 Franchise Fees-Phone	130,914	130,103	150,000	87,219	130,000
31412 Franchise Fees-Gas	1,125,332	1,081,485	900,000	853,494	900,000
31413 Franchise Fees-Cable TV	529,666	451,441	600,000	280,571	450,000
31414 Franchise Fees-Refuse	1,330,434	1,522,626	1,200,000	1,338,268	1,646,872
<b>FRANCHISE FEES</b>	<b>6,369,312</b>	<b>6,708,128</b>	<b>6,100,000</b>	<b>6,031,146</b>	<b>6,626,872</b>
32115 Building Permits	851,480	1,099,578	1,386,983	1,559,857	1,386,983
32310 Plumbing Permits	75,946	73,987	99,706	95,291	99,706
32312 Mechanical Permits	101,222	69,170	110,274	100,702	110,274
32525 Electric Permits	74,192	80,240	108,548	82,275	108,548
32913 Coin-Operated Machine	50	75	50	50	50
32926 Contractors Registration	79,875	57,675	80,000	62,775	80,000
32900 Trailer Park License	694	694	694	694	694
32907 Animal Services Permit	500	-	-	200	-
32908 Vet Bill Reimbursement	886	2,660	-	3,446	-
32914 Alcoholic Beverage Permit	67,330	73,228	75,000	64,310	65,000
32920 Solicitor Permits	6,005	6,690	3,000	7,200	3,000
32938 Drainage Inspection	12,303	20,173	20,000	35,763	20,000
34331 Alarm Service Permit	78,375	71,875	80,000	50,650	80,000
<b>LICENSES &amp; PERMITS</b>	<b>1,348,858</b>	<b>1,556,045</b>	<b>1,964,255</b>	<b>2,063,213</b>	<b>1,954,255</b>

**GENERAL FUND (100)  
REVENUE DETAIL**

Account Description	2021-22	2022-23	2023-24	2023-24	2024-25
	Actual	Actual	Budget	Estimate	Approved
32940 Variance Request	-	-	1,100	-	1,100
32943 Certificate Of Occupancy	14,313	10,902	11,183	12,163	11,183
32945 Zoning Request	34,775	35,225	30,000	36,263	30,000
32946 Site Plans Fees	2,525	1,600	1,800	750	1,800
32950 Zoning Maps	-	-	50	-	50
39933 Mowing Charges	3,324	2,948	3,000	5,522	3,000
34080 Platting & Publishing	8,315	8,139	8,000	6,275	8,000
34110 Swimming Pool Fees	517,859	538,075	475,000	554,297	495,000
34140 Concessions - The REC	129,611	139,749	117,000	127,985	117,000
34145 Concessions- Oak Grove BB	377,412	384,947	350,000	424,544	375,000
34146 Concessions-Oak Grove SB	132,189	128,107	135,000	98,877	140,000
34147 Concessions - Aquatics	-	-	-	86,178	-
34148 Concessions- Meadowmere	15,760	3,095	15,000	5,965	10,000
34155 Ambulance Revenues	1,558,489	1,452,486	1,550,000	2,096,511	1,550,000
34250 Engineering Inspection	61,213	80,666	60,000	255,011	90,000
34300 Vital Statistics	87,359	85,385	75,000	83,360	81,000
34310 Athletic Fee	946,377	990,679	875,000	1,262,942	915,000
34311 Recreation Fees	927,791	1,042,236	870,000	1,159,032	950,000
34312 PARD Event & Program	146,658	126,657	115,000	133,229	115,000
34316 Facility Use Charges	131,067	160,130	140,000	237,591	140,000
34317 Fleet Charges	-	891,998	894,117	894,117	925,573
34318 Insurance Charges	-	802,773	813,516	813,516	868,289
34319 I.T. Charges	-	722,260	696,155	696,155	862,944
34320 Employee Ins. Contribution	679,368	796,081	655,000	804,510	784,263
34322 Retiree Ins. Contribution	409,162	310,377	375,000	268,737	219,191
34325 Rec/Admin Fees	1,403,041	1,436,408	1,422,000	1,973,656	1,422,000
34328 Sales Revenue - Admin	13,928	9,450	9,000	7,107	9,000
34328 Sales Revenue Animal	1,748	6,387	-	9,444	-
34590 UB - Fire Suppression	179,130	181,458	176,000	175,202	180,000
39936 Police/Fire Ins. Rep	2,128	-	2,000	7,597	2,000
39937 Tree Sharing	12,163	8,797	7,700	11,335	7,700
34396 Library Non Resident	11,500	12,750	12,000	15,325	12,000
36300 Lease Revenue	37,530	40,489	-	40,000	-
36504 Library Copier Replacement	7,935	9,385	4,000	10,721	4,000
<b>CHARGES FOR SERVICES</b>	<b>7,852,670</b>	<b>10,419,639</b>	<b>9,898,621</b>	<b>12,352,540</b>	<b>10,330,093</b>
33245 School Resource Officer	102,819	107,862	105,843	-	-
33251 Firefighter Services	4,230	3,782	5,000	6,112	5,000
39210 Intergover-Rev- Medicare	3,542,881	136,246	173,000	132,700	100,000
<b>INTERGOVERNMENTAL</b>	<b>3,649,930</b>	<b>247,890</b>	<b>283,843</b>	<b>138,812</b>	<b>105,000</b>



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

	2021-22	2022-23	2023-24	2023-24	2024-25
Account Description	Actual	Actual	Budget	Estimate	Approved
32905 Animal Services Fees	51,560	51,135	25,000	49,270	50,000
35012 State Court Fines Co	43,602	62,113	45,000	40,035	45,000
35100 DFW Parking Fine	6,795	4,562	5,000	15,112	8,000
35102 DFW All Other Fine	90,339	93,030	90,000	78,416	90,000
35104 DFW Ordinance Fine	3,270	5,498	5,000	7,639	6,000
35120 DFW Notice To Appear	4,716	4,493	5,500	5,860	5,500
35122 DFW Uniform Traffic	1,069	1,002	1,200	1,628	1,500
35205 City Parking Fine	9,121	13,783	8,000	27,080	16,000
35207 City Fines All Other	325,155	495,794	300,000	365,849	450,000
35209 City Ordinance Fine	19,651	32,860	15,000	42,687	35,000
35211 Judicial Efficiency	7,980	9,768	8,000	10,472	12,000
35212 Court Investigating	-	-	100	39	100
35213 Motor Carrier Weight	-	500	500	2,819	1,000
35219 City Notice To Appear	25,929	38,160	28,000	31,489	38,000
35221 City Uniform Traffic	9,315	14,940	10,000	11,934	15,000
35308 Reimbursement-Adult	2,830	2,652	2,500	1,617	2,500
35309 Sale Of Material - Gun Range	2,429	2,846	-	4,093	-
35316 Dismissal Fees	4,450	5,260	5,500	5,710	6,000
35317 Court Administration	360,531	433,908	375,000	477,223	450,000
35318 Driving Safety Cours	6,860	10,940	7,500	8,470	10,000
35319 Jury Conviction Fee	585	845	1,000	744	1,000
35329 Teen Court Fee	590	680	900	640	900
35501 DFW Warrants	5,190	4,633	5,500	7,653	5,500
35506 City Warrants	32,571	27,519	38,000	35,007	38,000
35715 Library Fines	-	-	1,000	-	1,000
35716 False Alarm Fines	67,895	48,050	48,000	53,450	48,000
<b>FINES &amp; FORFEITURES</b>	<b>1,082,433</b>	<b>1,364,971</b>	<b>1,031,200</b>	<b>1,284,936</b>	<b>1,336,000</b>
53115 Transfers In-CVB	1,497,906	2,653,891	1,869,755	1,747,280	1,869,755
53116 Transfers In-SDUS	114,652	117,364	110,025	101,680	113,775
53124 Transfers In-Economic Dev.	429,121	477,301	351,562	470,598	398,438
53200 Transfers In-Utility	2,086,555	2,215,207	2,199,481	1,983,932	2,745,155
53210 Transfers In-Lake Enterprise	146,012	161,118	168,750	152,734	187,500
<b>TRANSFERS IN</b>	<b>4,274,246</b>	<b>5,624,881</b>	<b>4,699,573</b>	<b>4,456,224</b>	<b>5,314,623</b>

**GENERAL FUND (100)  
REVENUE DETAIL**

<b>Account Description</b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
34326 Admin Fee/Off Duty Security	-	-	30,000	100	-
39210 Intergovernmental Rev	2,000	-	-	835,471	-
39211 Indirect-Fringe Cost	34,689	74,475	-	-	-
39212 Indirect Rev Mileage	13,321	29,217	-	-	-
39230 Interest On Investme	94,701	655,216	100,000	682,991	410,984
39230 Interest On Investment	971	9,278	-	-	-
39240 Interest Revenue - Leases	7,139	(835)	-	-	-
39260 Sale Of Salvage	57,661	41,963	8,300	22,457	8,300
39710 Insurance Recoveries	85,250	133,504	85,000	172,903	75,000
39801 Insurance Reimbursement	962,602	766,217	275,000	887,694	763,000
39803 Wellness Incentives	-	-	-	50,000	25,000
39930 Copy Machine Charges	198	46	500	902	500
39931 Oil And Gas Lease	8,468	5,375	5,000	2,343	5,000
39932 Tower/Ground Comm. Lease	293,627	294,630	290,000	318,568	290,000
39950 Sales Of Fixed Asset	231,927	273,090	100,000	80,022	100,000
39951 Resale Of Labor/Materials	1,673	1,190	1,500	1,412	1,500
39997 Unassigned Revenue Collections	805,621	-	-	5,838	-
39999 Miscellaneous Revenue	849,899	181,543	77,800	104,032	102,800
<b>MISCELLANEOUS</b>	<b>3,874,028</b>	<b>2,519,461</b>	<b>1,027,100</b>	<b>3,223,911</b>	<b>1,782,084</b>
<b>TOTAL GENERAL FUND REVENUES</b>	<b>81,525,655</b>	<b>85,385,679</b>	<b>80,016,454</b>	<b>89,464,364</b>	<b>88,581,632</b>



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**FY 2024-25 APPROVED OPERATING BUDGET****General Fund****100-101 City Manager**

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**FOCUS AREA(S)**

Safety and Security, High Service Levels/Quality of Life, Financial Stability, Transportation, Tourism, Infrastructure

**Department Description**

The City Manager Department is responsible for administering programs and policies established by the City Council. The office has the responsibility of directing and coordinating the operations of the City departments, as well as informing and advising the Council on City issues, including present conditions and future requirements. Within the City Manager Department is the City Manager Administration, Information Technology Administration and Non-Departmental Division.

**Mission Statement**

The City Manager Department is committed to managing all city departments, overseeing the daily operations of the city, as well as government relations, legislative and public affairs.

**FY24 Department Accomplishments**

- Executed and implemented public policy created by the City Council.
- Successfully managed all City Departments, facilities and assets of the City.

**FY25 Department Goals and Objectives**

- To continue a productive and proactive relationship with the City Council, City employees, residents, State and Federal leaders and business community.

<b><u>EXPENDITURES BY DIVISION</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Administration	866,980	951,043	1,016,658	982,449	1,068,395
Information Technology	2,184,567	2,579,365	2,667,430	2,627,316	3,077,335
Non-Departmental	20,184,502	18,158,174	10,909,819	13,521,511	13,979,062
<b>Total</b>	<b>23,236,049</b>	<b>21,688,582</b>	<b>14,593,907</b>	<b>17,131,276</b>	<b>18,124,792</b>

<b>POSITION SUMMARY BY DEPARTMENT</b>
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**PERSONNEL - FULL TIME EQUIVALENTS (FTE)**

<b>CITY MANAGER'S OFFICE</b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 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
Marketing/Communications Manager	1.0	1.0	1.0	1.0	-
Director of Marketing and Communications	-	-	-	-	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
Chief Technology Officer	1.0	1.0	1.0	-	-
Chief Information Officer	-	-	-	1.0	1.0
Project Mgt. Officer	1.0	1.0	1.0	1.0	1.0
IT Project Mgr.	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 Manager	1.0	1.0	1.0	1.0	1.0
IT Security Administrator	1.0	1.0	1.0	1.0	1.0
IT Systems Administrator	1.0	1.0	1.0	1.0	1.0
Network Administrator II	1.0	1.0	1.0	1.0	1.0
IT Technician II	1.0	1.0	1.0	1.0	1.0
IT Technician I	1.0	1.0	1.0	1.0	1.0
GIS Analyst	1.0	1.0	1.0	1.0	1.0
Secretary	1.0	1.0	1.0	1.0	1.0
<b>TOTAL FULL-TIME POSITIONS</b>	<b>16.5</b>	<b>16.5</b>	<b>16.5</b>	<b>16.5</b>	<b>16.5</b>

**FY 2024-25 APPROVED OPERATING BUDGET**

**General Fund**

**City Manager – Administration**

**100-101-001**

**Division Description**

The City Manager Administration is responsible for facilitating a positive resolution to resident and business problems and concerns. The Division is also responsible for promoting employee focus on the City’s Business Cultures Values Statement and promoting continued economic growth and fiscal well-being of the community. Other responsibilities include working with City Council and Department Directors to plan, execute, and complete projects to improve the community’s extensive infrastructure assets and encourages a culture of transparency through all forms of internal and external communication.

**FY24 Division Accomplishments**

- Assisted City Council in initiating, reviewing and implementing various ordinances, policies and programs, all of which are responsive to the community.
- Evaluated and implemented methods that improved the efficiency and effectiveness of City services.

**FY25 Division Goals and Objectives**

- Continue to partnership with the community and City Council and administrative staff to create an action plan to provide a high quality of life and increased economic opportunities.
- Continue to successfully evaluate and implement methods that will improve the efficiency and effectiveness of City services.

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Personnel	842,263	922,609	968,632	948,982	1,017,826
Supplies	2,687	6,404	10,500	10,044	12,800
Services	22,030	22,030	37,526	23,423	37,769
<b>Total</b>	<b>866,980</b>	<b>951,043</b>	<b>1,016,658</b>	<b>982,449</b>	<b>1,068,395</b>

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Newsletters published	3	3	4	4	3
Average response time to citizen telephone and web page inquiries	1	1	1	1	1
E-newsletters published	51	51	51	51	51
Electronic media subscribers	74,986	74,986	79,800	79,800	82,117

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## FY 2024-25 APPROVED OPERATING BUDGET

### General Fund

### City Manager – Information Technology

### 100-101-002

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#### **Division Description**

The Information Technology Administration is responsible for providing technically competent project assistance to the City Departments to ensure successful delivery of their projects, providing a secure voice and data network with minimal downtime and quick response times while providing excellent customer service and communication to the City Departments. Other responsibilities include keeping network equipment replaced on a consistent schedule and keeping infrastructure capacity ahead of increasing demands.

#### **FY24 Division Accomplishments**

- Created new customer kiosk environment in the library for the catalog machines and replaced all endpoints.
- Created a solution in the council chambers AV setup to accommodate remote participation for the Budget Workshop meeting for live streaming and recording.
- Upgraded all AV equipment in the City Hall including the CMO Conference room, the planning services offices, finance conference rooms and public works offices.
- Completed the datacenter migration of the virtual environment from VMware to Nutanix.
- Upgraded the internet to a 5-gigabit internet circuit from a 2-gigabit circuit.
- Improved to our Recovery Time Objectives (RTO) with implementing deduplication at our Disaster Recovery location.
- Updated the Planning & Zoning Commission Comprehensive Master Plan Update Project.
- GIS completed support for the planning of the expansion of Carol of Lights, Merry and Bright Drone shows, Parade of Lights, and other Christmas Capital of Texas events.
- GIS completed park and boat ramp closure project as well as modeling visibility and identifying viewing areas for the July 4th Fireworks Show.
- Completed the ControlPoint to VideoXpert Upgrade for facilities management.
- Upgraded the WTP and WWTP Cameras and Access Control.
- Completed the legacy file share migration to the cloud via OneDrive.
- Completed the GIS and Laserfiche integration.
- Deployed and implemented Bluebeam electronic plan reading software for the Planning department.

#### **FY25 Division Goals and Objectives**

- Enhance and Improve Services to offer more advanced and timely technology implementations and streamline processes.
- Work to Expand Our Strategic Role with other Federal, State, and Local agencies to be more aligned with their needs.
- Invest in Human Capital to cultivate and diversify the City of Grapevine's talent resources to best deliver IT services.
- Provide Robust Infrastructure to protect the City's technology, telecommunications, and information assets and maintain service operations.
- Optimize Citywide Technology Administration to improve IT procurement options and vendor accountability and save the City cost and time.
- Facilitate Greater Access to Technology to engage all Citizens and expand technology to underserved communities.

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Personnel	1,305,405	1,535,441	1,503,205	1,569,569	1,816,725
Supplies	45,536	42,362	28,350	51,835	28,850
Maintenance	311,048	384,283	492,377	334,992	486,100
Services	522,578	570,335	609,516	623,976	724,260
Capital Outlay	-	46,944	33,982	46,944	21,400
<b>Total</b>	<b>2,184,567</b>	<b>2,579,365</b>	<b>2,667,430</b>	<b>2,627,316</b>	<b>3,077,335</b>

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Number of work orders completed	3,200	3,200	3,200	3,300	3,400
Number of hours spent working on GTG projects and internal PMO projects	1,200	1,400	1,300	1,300	1,400
Number of computers receiving a software patch or service pack	3,600	4,000	4,700	5,600	6,000
Number of GIS map requests completed	375	438	400	420	450
Number of desktop computers replaced or upgraded	75		100	50	50
Number of server operating system upgrades, physical units replaced, physical units added, and logical servers added	30	40	50	70	80
Number of LAN and Wireless units added, replaced, and number of new locations designed and implemented	25	50	50	80	80
Number of projects completed	10	17	12	20	25

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

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**FY 2024-25 APPROVED OPERATING BUDGET****General Fund****City Manager – Non-Departmental****100-120-001, 100-999-000**

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**Division Description**

The Non-Departmental Division facilitates a positive resolution to resident and business problems and concerns, it promotes employee focus on the City’s Business Cultures Values Statement and works with City Council and Department Directors to plan, execute, and complete projects to improve the community’s extensive infrastructure assets. Other responsibilities include promoting continued economic growth and fiscal well-being of the community and it encourages a culture of transparency through all forms of internal and external communication.

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Supplies	1,742,551	58,081	56,604	53,129	62,700
Maintenance	4,904	253,213	8,000	6,145	8,000
Services	3,847,475	4,587,305	3,506,556	6,123,578	3,520,311
Capital Outlay	413,332	-	-	-	-
Transfers	14,176,240	13,259,575	7,338,659	7,338,659	10,388,051
<b>Total</b>	<b>20,184,502</b>	<b>18,158,174</b>	<b>10,909,819</b>	<b>13,521,511</b>	<b>13,979,062</b>

**FY 2024-25 APPROVED OPERATING BUDGET**

**General Fund**

**Mayor & Council**

**100-102-001**

**FOCUS AREA(S)**

Safety and Security, High Service Levels/Quality of Life, Financial Stability, Transportation, Tourism, Infrastructure

**Department Description**

The City of Grapevine operates under a Council-Manager form of government. The City Council consists of seven members: A Mayor, councilmember elected at large, and five council members elected from single member districts. The City Council appoints the City Manager, the City Attorney, the Municipal Court Judges, and all Board and Commission members. The City Council sets policy and establishes all ordinances.

**Mission Statement**

The City Council is committed to establish city policy, to provide for the exercise of all duties and obligations imposed upon the City by the City Charter and applicable State and Federal laws, and to secure the general health, safety, and welfare of the city and its citizens.

**FY24 Department Accomplishments**

- Considered and approved 123 city ordinances.
- Considered and approved 21 city resolutions.

**FY 2025 Department Goals and 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>EXPENDITURES BY OBJECT</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Personnel	92,189	103,578	104,044	105,637	107,174
Supplies	12,199	27,465	16,150	17,246	16,150
Services	22,964	6,618	48,657	45,260	48,697
<b>Total</b>	<b>127,352</b>	<b>137,661</b>	<b>168,851</b>	<b>168,143</b>	<b>172,021</b>

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Number of public hearings	30	36	40	40	40
Number of agenda items	530	550	550	600	550
Number of Council meetings	26	28	28	27	28

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**FY 2024-25 APPROVED OPERATING BUDGET****General Fund****City Secretary****100-103-001****FOCUS AREA(S)**

High Service Levels/Quality of Life

**Department Description**

The City Secretary is responsible for providing exceptional customer service to citizens, government officials, governmental agencies and fellow co-workers and to enhance transparency through proper records management and proper handling of public information act requests. Other responsibilities include to ensure the integrity of the legislative process with proper meeting management, posting of public meeting documents and management of municipal elections and to issue birth and dead records in accordance with State law, while ensuring the security of vital statistics information. Within the City Secretary Department is the City Secretary Administration Division.

**Mission Statement**

The City Secretary's Office is committed to supporting and strengthening the government process in the City of Grapevine by providing assistance to City Council and City staff to fulfill their duties and responsibilities by providing assistance with public meetings; appointments of board and commission members; enhancing the accessibility of government records and properly managing those records; encouraging public participation in City government by overseeing a fair election process; and providing assistance and information in a timely and courteous manner to external and internal customers alike.

**FY24 Department Accomplishments**

- Conducted a municipal election in May 2024 and provided support for two State/Federal elections.
- Supported City Council and the Planning and Zoning Commission by preparing 47 meeting agendas that included more than 800 items and 61 public hearings.
- During FY2024, the City Secretary's Office registered 2,173 births and 620 deaths. We issued 3,955 birth certificates and 873 death certificates.
- Continued to strive to provide exceptional customer service and helped over 8,000 internal and external customers.
- The City Secretary's Office also provided records management assistance to other department; processed legal documents related to actions taken by City Council: processed public information act requests in accordance with State Law (703); and processed mobile home permits (6), alcohol permits (221) and solicitor permits (58) in a timely manner.

**FY25 Department Goals and 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 to continue to provide guidance to City departments on Records Management.



<b><u>EXPENDITURES BY DIVISION</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Administration	369,736	373,667	429,435	390,329	421,503
<b>Total</b>	<b>369,736</b>	<b>373,667</b>	<b>429,435</b>	<b>390,329</b>	<b>421,503</b>

<b>POSITION SUMMARY BY DEPARTMENT</b>
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**PERS ONNEL - FULL TIME EQUIVALENTS (FTE)**

<b>CITY SECRETARY</b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 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	-
Assistant to the City Secretary	-	-	-	-	1.0
Vital Records Specialist	1.0	1.0	1.0	1.0	1.0
<b>TOTAL FULL-TIME POSITIONS</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Personnel	286,979	292,211	332,885	303,874	329,407
Supplies	13,707	15,866	12,800	11,242	11,800
Services	69,050	65,590	83,750	75,213	80,296
<b>Total</b>	<b>369,736</b>	<b>373,667</b>	<b>429,435</b>	<b>390,329</b>	<b>421,503</b>

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Customer Inquiries annually	8,190	7,706	8,000	8,200	8,030
Agendas and minutes completed	84	72	66	70	75
Public Information Act (PIA) requests processed	578	590	550	600	590
Birth records registered	2,200	2,144	2,100	2,100	2,100
Birth records long form	3,600	3,483	3,100	3,100	3,400
Birth records short form	529	539	500	450	500
Death records registered	733	671	700	625	670
Death records issued	801	841	800	840	827
Alcoholic Beverage Permits	205	209	215	215	200
Solicitor Permits	62	77	40	50	60

**FY 2024-25 APPROVED OPERATING BUDGET**

**General Fund**

**100-104 Human Resources**

**FOCUS AREA(S)**

High Service Levels/Quality of Life

**Department Description**

The Human Resources Department works in partnership with the City’s Directors and their teams, supervisors and individual employees to provide programs and services that create a work environment of employee empowerment and involvement in the organization and community. Human Resources provides services to all City departments in areas of recruitment, employee orientation, records maintenance, benefits administration, job classifications, compensation, risk management and information dissemination. Human Resources is also responsible for various employee relations programs which include training, workers’ compensation, group health, dental and life insurance, retirement, and unemployment compensation. Within the Human Resources Department are the Human Resources Administration and Risk Management Divisions.

**Mission Statement**

The mission of the Human Resources Department is to create a positive and productive workplace. We strive to attract, retain and develop quality team members who will provide premier public services and position the City of Grapevine as an employer of choice.

**FY24 Department Accomplishments**

See FY24 Division Accomplishments below for Human Resources.

**FY25 Department Goals and Objectives**

- Attract, retain and develop quality team members who will provide premier public services and position the City of Grapevine as an employer of choice.
- Deliver exceptional customer service to applicants, employees and the general public.
- Administer employee and retiree benefits.
- Minimize the potential of losses of the City’s human, financial and physical assets and the impact losses have on the City’s personnel and citizens.

<b><u>EXPENDITURES BY DIVISION</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Administration	877,100	877,722	994,505	926,072	1,015,495
Risk Management	8,792,025	9,611,830	11,160,555	11,024,244	10,953,494
<b>Total</b>	<b>9,669,125</b>	<b>10,489,552</b>	<b>12,155,060</b>	<b>11,950,316</b>	<b>11,968,989</b>

**POSITION SUMMARY BY DEPARTMENT**

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

<b>HUMAN RESOURCES</b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Human Resources Director	1.0	1.0	1.0	1.0	1.0
Human Resources Assistant Director	1.0	1.0	1.0	1.0	1.0
Human Resources Generalist	3.0	3.0	3.0	3.0	3.0
Risk Manager	-	-	1.0	1.0	1.0
Benefits Manager	-	-	1.0	1.0	1.0
Human Resources Coordinator	-	-	1.0	1.0	1.0
<b>TOTAL FULL-TIME POSITIONS</b>	<b>5.0</b>	<b>5.0</b>	<b>8.0</b>	<b>8.0</b>	<b>8.0</b>

**FY 2024-25 APPROVED OPERATING BUDGET**

**General Fund**

**Human Resources – Administration**

**100-104-001**

**Division Description**

The Human Resources Administration Division is responsible for delivering quality customer service to attract, develop, and retain a talented and diverse workforce. The Division is also responsible for advising, counseling and training supervisors on leadership skills, policy interpretation and disciplinary issues to help reduce turnover. It effectively and efficiently works to ensure that employees and supervisors have everything they need to perform their day-to-day tasks. This includes policy interpretation, employee relations, performance management, administrative tasks, and compliance with policies, procedures and State and Federal laws.

**FY24 Division Accomplishments**

- Increased City-wide employee training provided by Human Resources from 127 Employees in FY23 to 713 Employees in FY24.
- Increased number of applications received annually by 3,785 applications.
- Performed an increased number of personnel transactions, an additional 267 transactions were performed in FY 24 compared to FY 23.
- Continued to have a low full-time employee turnover rate.

**FY25 Division Goals and Objectives**

- Provide City wide employee training.
- Process applications received in NeoGov and provide them to all City departments.
- Process full-time and part-time new hires, promotions, and transfers for all City departments.
- Process promotions, transfers, resignations and all personnel transactions for all City departments.

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Personnel	672,086	674,923	752,862	709,365	773,741
Supplies	11,414	9,183	16,300	13,617	14,300
Services	193,600	193,616	225,343	203,090	227,454
<b>Total</b>	<b>877,100</b>	<b>877,722</b>	<b>994,505</b>	<b>926,072</b>	<b>1,015,495</b>

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
# of employees completed HR provided training	220	127	300	300	500
Applications received annually	14,500	10,555	12,000	12,000	12,000
# of full/part-time new hires processed	55/150	128/241	60/100	60/100	75/100
# of promotions/transfers	20/10	60/46	30/40	30/40	40/45
# of full/part-time resignations/terms processed	50/160	84/158	60/160	60/160	60/160
Personnel transactions performed	2,000	2,245	2,000	2,300	2,500
Employee turnover (full-time only)	12.00%	12.81%	13.00%	13.00%	15.00%
Full-time employees per 100 citizens	1.12	1.12	1.12	1.12	1.12
Personnel employees per 100 full-time employees	0.83	*	*	*	*
Personnel employees per 100 employees (headcount)	0.50	*	*	*	*

\* No longer being tracked

**FY 2024-25 APPROVED OPERATING BUDGET**

**General Fund**

**Human Resources – Risk Management**

**100-109-001**

**Division Description**

The Risk Management Division is responsible for overseeing the City’s workers compensation program, self-funded health plan, liability and property insurance, and wellness and safety programs. It focuses on identifying, analyzing, and managing costs and potential employee and property-related risks to the day-to day operations of all City departments.

**FY24 Division Accomplishments**

- Continue to keep the City’s self-funded Health Plan cost below trend.
- Maintained a low Workers’ Compensation Experience Modified at .30.
- Decreased number of Workers’ Compensation lost time injuries from 22 in FY23 to 17 in FY24.

**FY25 Division Goals and Objectives**

- Provide Health Plan insurance for City employees and maintain a low premium for the Traditional Plan and a zero premium for the Premier Plan.
- Recover subrogation revenue from damage to City property.
- Provide drivers training to educate and reduce the number of vehicle accidents.
- Continue to provide safety training to educate and reduce the number of workers compensation claims.

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Personnel	290,478	284,737	310,412	307,448	344,774
Supplies	16,559	26,078	13,300	10,673	43,300
Services	187,142	158,049	196,960	134,541	201,957
Insurance	8,297,846	9,142,966	10,639,883	10,571,582	10,363,463
<b>Total</b>	<b>8,792,025</b>	<b>9,611,830</b>	<b>11,160,555</b>	<b>11,024,244</b>	<b>10,953,494</b>

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
<b>Health Plan Cost:</b>					
PEPM cost on Traditional (HRA plan)	\$1,407	\$1,560	\$1,473	\$1,700	\$1,811
PEPM cost on Premier (HSA plan)	\$826	\$636	\$840	\$650	\$678
Recover subrogation revenue	\$75,000	\$73,194	\$90,000	\$50,000	\$75,000
Vehicle accidents	28	32	25	35	30
Fleet accidents as percentage of total fleet	7%	7%	6%	7%	6%
<b>Worker's Compensation:</b>					
Experience rates W/C premium savings	\$1,338,241	NA	\$1,500,000	NA	NA
Experience Modifier	0.3	0.3	0.3	0.3	0.3
<b>Worker's Compensation Injuries:</b>					
Medical only injuries	20	26	20	20	24
Medical only injuries to total staff	2%	2%	2%	2%	2%
Lost time injuries	62	22	15	15	15
Lost time injuries to total staff	6%	2%	1%	1%	1%

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## FY 2024-25 APPROVED OPERATING BUDGET

### General Fund

#### 100-105 Fiscal Services

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#### **FOCUS AREA(S)**

Financial Stability

#### **Department Description**

The Fiscal Services Department oversees the fiscal activities of the City and is responsible for maintaining financial and accounting systems and to develop and maintain the annual operating budget. The department is also responsible for maintaining a governmental accounting and budgeting system that provides full disclosure of accurate financial information to both external and internal management. Core functions include accounts payable, accounts receivable, budgeting, and financial reporting which includes the preparation of the ACFR (Annual Comprehensive Financial Report). Other direct responsibilities include investments and cash management, debt issuance, financial policies, long-range planning, administration of the City's insurance programs, budget development and coordination, annual audit preparation, rate and user fee review, banking, and other special projects. Within the Fiscal Services Department in the General Fund is the Administration, Accounting, Purchasing and the Municipal Court Division.

#### **Mission Statement**

The Fiscal Services Department is committed to be responsible for all financial aspects of the City.

#### **FY24 Department Accomplishments**

- Successfully worked with citizens, vendors, and staff to ensure the efficient operations and reporting of the City's financial resources.
- Planned the City's Annual Budget and Capital Improvement Plan, and issued an Annual Comprehensive Financial Report.

#### **FY25 Department Goals and Objectives**

- To continue to maintain financial and accounting systems.
- To continue to develop and maintain the annual operating budget.
- The department will also focus on the successful implementation of our new financial platform OpenGov.

<b><u>EXPENDITURES BY DIVISION</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Administration	568,644	600,686	658,256	633,095	682,146
Accounting	1,294,851	1,301,801	1,473,008	1,349,794	1,682,800
Purchasing	181,608	179,164	204,023	204,145	214,847
Municipal Court	723,060	773,038	797,201	791,554	834,078
<b>Total</b>	<b>2,768,163</b>	<b>2,854,689</b>	<b>3,132,488</b>	<b>2,978,588</b>	<b>3,413,871</b>

**POSITION SUMMARY BY DEPARTMENT**

<b><u>PERSONNEL - FULL TIME EQUIVALENTS (FTE)</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
<b>FISCAL SERVICES</b>					
Chief Financial Officer	1.0	1.0	1.0	1.0	1.0
Assistant Finance Director	-	-	2.5	2.5	2.5
Director of Management Services	1.0	1.0	1.0	1.0	1.0
Sr. Management & Budget Analyst	1.0	1.0	-	-	-
Managing Director of Financial Services	1.0	1.0	-	-	-
Internal Audit Director	1.0	1.0	1.0	1.0	1.0
Sr. Accounting Manager	1.5	1.5	-	-	-
Accounting Manager	-	-	1.5	1.5	1.5
Treasurer	1.0	1.0	1.0	1.0	1.0
Sr Accountant	1.0	1.0	1.0	1.0	1.0
Payroll Administrator	1.0	1.0	1.0	1.0	1.0
Accountant	1.0	1.0	1.0	1.0	1.0
Acct Payable Clerk	0.5	0.5	0.5	0.5	0.5
Purchasing Agent	1.0	1.0	1.0	1.0	1.0
Municipal Court Judge	1.0	1.0	1.0	1.0	1.0
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
Risk Management Director	1.0	-	-	-	-
Benefits Administrator	1.0	-	-	-	-
Fiscal Services Coordinator	1.0	-	-	-	-
<b>TOTAL FULL-TIME POSITIONS</b>	<b>22.0</b>	<b>19.0</b>	<b>19.5</b>	<b>19.5</b>	<b>19.5</b>

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**FY 2024-25 APPROVED OPERATING BUDGET****General Fund****Fiscal Services – Administration****100-105-001**

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**Division Description**

The Fiscal Services Administration Division is responsible for facilitating a positive customer service attitude for both internal and external city services and effectively support operational department activities. It oversees effective financial and administrative control systems and publishes the Annual Operating Budget and Capital Improvements Plan as well as publishes and maintains timely and accurate financial data online via the city's website.

**FY24 Division Accomplishments**

- Reviewed and approved 597 purchase order requisitions.
- Reviewed and approved 213 agenda memos.

**FY25 Division Goals and Objectives**

- Review and approve 600 purchase order requisitions.
- Review and approve 240 agenda memos.

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Personnel	532,855	578,265	616,776	597,862	652,182
Supplies	6,540	5,213	16,500	5,338	9,500
Services	29,249	17,208	24,980	29,895	20,464
<b>Total</b>	<b>568,644</b>	<b>600,686</b>	<b>658,256</b>	<b>633,095</b>	<b>682,146</b>

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Purchase Requisitions Reviewed & Approved	463	522	600	550	600
Agenda Memos Reviewed & Approved	154	179	220	180	240
Budget Transfer Requests completed	35	15	24	16	16
GFOA Budget Award "Outstanding" Ratings	24	19	20	20	24



**FY 2024-25 APPROVED OPERATING BUDGET**

**General Fund**

**Fiscal Services – Accounting**

**100-105-002**

**Division Description**

The Accounting Division is responsible for meeting payroll and accounts payable production with minimal rework and corrections. In addition, the Accounting Department is responsible for all General Ledger functions. It also stays current on federal and IRS guidelines and applies these standards to the City's accounting system. It controls the disbursement of City funds by monitoring vendor payments to ensure discounts, processing check runs, and promoting direct deposit of payroll. It ensures adequate internal controls of City assets by reconciling bank and trust statements monthly, and ensures compliance with standards and procedures established by City Charter, City Council and City Manager. It reviews and monitors the budgeted spending in Departments and ensures that they are consistent with the City Manager's guidelines on spending and budget management, and are found in compliance with state laws, federal laws and bond guidelines. The also participate in the provision of necessary information required for completion of the City's annual audit and preparation of the Annual Comprehensive Financial Report.

**FY24 Division Accomplishments**

- Obtained an unmodified (“clean”) opinion on the Annual Comprehensive Financial Statements for the year ended September 30, 2023.
- Awarded the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association (GFOA).
- Maintained highest level of performance and customer services to all stakeholders
- Improved knowledge base within the department by training, encouraging and sending employees to external conferences/webinars.
- Improved Accounts Payable, Travel and Purchase Card automation processes.

**FY25 Division Goals and Objectives**

- Migrate to OpenGov Financial Software and upgrade current Chart of Accounts.
- Improve efficiencies, automation and strengthen internal control processes and procedures as a result of implementation of a new financial software.
- Train City staffs to enable them to use OpenGov Financials effectively.
- Continue to provide the highest level of performance and customer service.

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Personnel	923,549	925,894	1,041,508	906,494	1,056,276
Supplies	10,409	29,266	7,000	7,951	39,000
Maintenance	995	34,841	4,000	2,687	4,000
Services	359,898	311,800	420,500	432,662	583,524
<b>Total</b>	<b>1,294,851</b>	<b>1,301,801</b>	<b>1,473,008</b>	<b>1,349,794</b>	<b>1,682,800</b>

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<b><u>PERFORMANCE INDICATORS</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Total Number of Payroll Checks Annually	23,150	25,108	26,000	26,000	26,200
Total Number of Wires Verified Annually*	N/A	258	N/A	300	320
Total Number of P-Card Transactions Reviewed Annually*	N/A	7,775	N/A	8,000	8,500
Total Number of Invoices Processed for Payment*	17,084	21,713	N/A	23,000	23,500
Percent ACH to Total Payments	59%	60%	61%	60%	61%

\*Performance Indicator added in FY24

**FY 2024-25 APPROVED OPERATING BUDGET**

**General Fund**

**Fiscal Services – Purchasing**

**100-105-003**

**Division Description**

The Purchasing Division is responsible for maintaining 95% of annual contracts without a gap in service and to establish at least 8 new annual contracts. It is also responsible to complete 12-15 solicitations with e-bidding system.

**FY24 Division Accomplishments**

- Accomplished 99% of annual contracts without a gap in service.
- Accomplished number of new annual contract from previous year.

**FY25 Division Goals and Objectives**

- Continue to maintain 95% of annual contracts without gap in service.
- Continue to establish at least 8 new annual contracts.
- Complete 12-15 solicitations with e-bidding system.

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Personnel	156,496	151,507	174,098	174,143	184,922
Supplies	541	368	1,225	648	1,025
Services	24,571	27,289	28,700	29,354	28,900
<b>Total</b>	<b>181,608</b>	<b>179,164</b>	<b>204,023</b>	<b>204,145</b>	<b>214,847</b>

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Annual contracts with no gap in service	98%	99%	99%	99%	99%
Number of new contracts established	20	40	40	71	70
Reduce inventory to \$160,000*	\$160,000	N/A	N/A	N/A	N/A
Increase inventory turns*	3	N/A	N/A	N/A	N/A
Number of solicitations with e-bidding system forecasted	12	20	20	10	15

**FY 2024-25 APPROVED OPERATING BUDGET**

**General Fund**

**Fiscal Services – Municipal Court**

**100-107-001**

**Division Description**

The Municipal Court Division is responsible for providing adequate training and cross-training for Municipal Court staff and for keeping forms updated as laws, policies and procedures change. The Division is also responsible for providing adequate information to the public about their rights in Municipal Court and works closely with the Teen Court Coordinator to assist handling cases in a timely manner.

**FY24 Division Accomplishments**

- The Grapevine Municipal Court processed over 10,000 cases last year, with over 75% of those cases resulting in final disposition.
- The two newest clerks attended conferences and training sessions to further their knowledge of municipal court and Class C matters, and passed the exam to become Level I certified.

**FY25 Division Goals and Objectives**

- On January 1, 2025, municipal courts in Texas are required to establish a Youth Diversion Program to help identify at risk youth, and those living with mental illness or addiction problems, and offer services and involvement to reduce recidivism and help youth access necessary services, while also holding them accountable for their actions. As such, the Division is working closely with the Metro Port Teen Court to devise diversion strategies to hopefully redirect children accused of certain Class C misdemeanors, and ultimately keep them from spiraling deeper into the criminal justice system.
- The Division will also stay apprised of any new proposed bills affecting municipal court with the 2025 legislative session and make any necessary changes to operating procedures to maintain compliance with the law.

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Personnel	551,186	575,798	603,958	586,876	638,238
Supplies	5,274	6,236	10,000	10,284	10,000
Services	166,600	191,004	183,243	194,394	185,840
<b>Total</b>	<b>723,060</b>	<b>773,038</b>	<b>797,201</b>	<b>791,554</b>	<b>834,078</b>

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Number of cases filed per year (City)	13,000	10,249	13,000	11,000	13,000
Number of cases filed per year (DFW)	2,000	1,388	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	5	5	5	5	5
Average number of hours to prepare for jury trial	4	4	4	4	4
Number of teens requesting teen court	120	68	120	70	120

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## FY 2024-25 APPROVED OPERATING BUDGET

### General Fund

### 100-209 Police

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#### **FOCUS AREA(S)**

Safety and Security

#### **Department Description**

The Grapevine Police Department is a team of dedicated professionals providing exemplary service and thorough investigations. Our officers are equipped and empowered to proactively address public safety issues such as crime, social disorder and fear of crime. The Department embraces the community policing model and encourages the community to be involved in reducing crime and opportunities. Within the Police Department in the General Fund is the Administration, Animal Control, Community Outreach and Management Services Division.

#### **Mission Statement**

The mission of the Grapevine Police Department is to provide a safe community for our citizens, businesses, and visitors. We endeavor to provide the highest quality police services by applying the values identified on our Principle Compass.

The Principle Compass

When an organization has a map of its mission and a compass of its principles, it is empowered to understand the necessary direction to take in order to achieve its goals.

The Principle Compass will serve to guide the direction of the Department. It is comprised of the Four Guiding Principles. The "North and South" points of the compass indicate internal qualities (Integrity and Quality) or how one relates to oneself. The "East and West" (Equity and Dignity) points indicate external qualities or how one relates to others.

#### **FY24 Department Accomplishments**

- Community relationships and partnerships have dramatically reduced crime and displaced the criminal element outside the city limits of Grapevine.

#### **FY25 Department Goals and Objectives**

- Provide a safe community for our citizens, businesses, and visitors.
- Empower the community to reduce crime and crime opportunities.
- Reduce vehicle crashes and crash-related injuries and deaths.
- Investigate and resolve all types of crimes that occur within the city.
- Expediently receive and respond to emergency calls for service.
- Provide the highest quality of life for animals and citizens.

<b>EXPENDITURES BY DIVISION</b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Administration	1,019,686	1,115,252	1,393,872	1,288,409	1,788,875
Animal Control	679,562	1,283,431	1,178,079	1,226,790	1,523,094
Community Outreach	-	2,526	355,856	546,593	506,878
Management Services	1,213,183	1,536,162	1,500,058	774,872	1,307,600
School Resource Officer	-	194,362	-	812,365	-
<b>Total</b>	<b>2,912,431</b>	<b>4,131,733</b>	<b>4,427,865</b>	<b>4,649,029</b>	<b>5,126,447</b>

**POSITION SUMMARY BY DEPARTMENT**

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

<b>POLICE</b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 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	2.0
Administrative Manager	1.0	1.0	1.0	1.0	1.0
Lieutenant	1.0	1.0	1.0	1.0	1.0
Sergeant	2.0	2.0	2.0	2.0	2.0
Police Officer	7.0	7.0	7.0	7.0	7.0
Community Outreach Manager	1.0	1.0	1.0	1.0	1.0
Animal Control Supervisor	1.0	1.0	1.0	1.0	1.0
Volunteer & Outreach Coordinator	-	-	-	-	1.0
Animal Behavior & Enrichment Coordinator	-	-	-	-	1.0
Administrative Assistant Animal Control	-	-	-	-	1.0
Animal Service Officer	2.0	2.0	2.0	2.0	5.0
<b>TOTAL FULL-TIME POSITIONS</b>	<b>17.0</b>	<b>17.0</b>	<b>17.0</b>	<b>17.0</b>	<b>24.0</b>

**FY 2024-25 APPROVED OPERATING BUDGET**

**General Fund**

**Police – Administration**

**100-209-001**

**Division Description**

The Police Administration Division is responsible for conducting a review of all operational guidelines to ensure they are current and relevant. The Division is also responsible for the general supervision of police operations. Tasks include management of all personnel, development of long-range planning, analysis of all department subsystems, formulating policies and procedures, analysis of crime and accident patterns, service needs, and periodic review of department policies and procedures. Police Administration is also responsible for working with other city departments and the community to foster a positive image and perception of the city of Grapevine.

**FY24 Division Accomplishments**

- Increased organizational efficiency across the divisions.
- Provided the highest quality police services to the community.

**FY25 Division Goals and Objectives**

- Conduct a review of all operational guidelines to ensure they are current and relevant.

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Personnel	755,928	700,676	720,190	708,456	1,080,751
Supplies	57,806	49,279	44,300	62,644	52,500
Maintenance	(15)	112	-	-	-
Services	205,967	365,185	629,382	517,309	655,624
<b>Total</b>	<b>1,019,686</b>	<b>1,115,252</b>	<b>1,393,872</b>	<b>1,288,409</b>	<b>1,788,875</b>

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Conduct a review of the General Manual and divisional operating procedures	1	1	1	1	1

**FY 2024-25 APPROVED OPERATING BUDGET**

**General Fund**

**Police – Animal Control**

**100-209-005**

**Division Description**

The Animal Control Division is responsible for providing educational programs to students in the Grapevine-Colleyville Independent School District and local service organizations. The Division also provides protective enforcement of city ordinances regulating domestic and wild animals including animal adoption services.

**FY24 Division Accomplishments**

- Provided educational training to the community.
- Enforced state and city regulations related to animals.
- Hosted community events to promote pet adoptions.
- Added an in-house veterinarian technician.

**FY25 Division Goals and Objectives**

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

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Personnel	488,438	877,060	740,504	877,364	935,194
Supplies	99,943	199,626	110,775	128,192	185,200
Maintenance	-	23,504	-	1,314	15,000
Services	91,181	183,241	326,800	219,920	387,700
<b>Total</b>	<b>679,562</b>	<b>1,283,431</b>	<b>1,178,079</b>	<b>1,226,790</b>	<b>1,523,094</b>

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Number of animals adopted	500	670	600	750	850
Number of animals impounded	1,200	1,257	1,300	1,350	1,500



**FY 2024-25 APPROVED OPERATING BUDGET**

**General Fund**

**Police – Community Outreach**

**100-209-007**

**Division Description**

The Community Outreach Division provides programming to increase officer engagement with the community through the Outreach Center, it provides quality after school services to children and youth in need through the Outreach Center and is also responsible for increasing crime victims' knowledge of their crime victims' rights through the Victim Services program.

**FY24 Division Accomplishments**

- Continued the implementation of the Valuable After School Time (VAST) Program.
- Continued the implementation of Outreach summer camps for kids.
- Organized Community Outreach Programs.
- Organized a community-oriented initiative to address unhouse population.
- Continue to assist victims of crimes with resources and education.

**FY25 Division Goals and Objectives**

- Provide programming to increase officer engagement with the community through the Outreach Center.
- Provide quality after school services to children and youth in need through the Outreach Center.
- Increase crime victim's knowledge of their crime victims' rights through the Victim Services Program.

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2023-24</b>	<b>2024-25</b>
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimate</b>	<b>Approved</b>
Personnel	-	2,170	202,656	469,031	336,528
Supplies	-	-	45,200	21,998	59,200
Services	-	356	108,000	55,564	111,150
<b>Total</b>	-	<b>2,526</b>	<b>355,856</b>	<b>546,593</b>	<b>506,878</b>

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2023-24</b>	<b>2024-25</b>
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimate</b>	<b>Approved</b>
Number of community related events and/or programs provided	N/A	14	10	17	15
Number of children/youth involved in after school services	N/A	49	40	48	45
Assisted crime victims provided information about crime rights	N/A	1	1	1	100%

**FY 2024-25 APPROVED OPERATING BUDGET**

**General Fund**

**Police – Management Services**

**100-209-010**

**Division Description**

The Police Management Services Division is responsible for increasing citizen and community awareness of the police department's function by conducting two citizen's police academy classes annually. It is also responsible for increasing officer awareness of modern policing techniques through training and increasing community awareness of crime trends and prevention techniques by conducting crime prevention seminars.

**FY24 Division Accomplishments**

- Full compliance with legislative requirement of having an officer permanently assigned to schools.
- Significantly increase the hiring of personnel (to include professional staff) and fulfilling the sworn personnel positions 100%.
- Compliance with State mandated training in accordance with Texas Commission on Law Enforcement (TCOLE).
- Continued the implementation of community building programs, such as National Night Out Drug Take Back, and Citizens Police Academy.

**FY25 Division Goals and 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.
- Increase community awareness of crime trends and prevention techniques by conducting crime prevention seminars.

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Personnel	1,078,803	1,243,510	1,154,708	407,847	783,850
Supplies	45,496	155,212	133,650	105,671	227,150
Maintenance	22,229	2,818	37,000	1,000	39,000
Services	66,655	134,622	174,700	260,354	257,600
<b>Total</b>	<b>1,213,183</b>	<b>1,536,162</b>	<b>1,500,058</b>	<b>774,872</b>	<b>1,307,600</b>

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Citizen's police academy classes	1	2	2	2	2
Mandate TCOLE training requirements for all personnel	100%	100%	100%	100%	100%

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## FY 2024-25 APPROVED OPERATING BUDGET

### General Fund

#### 100-210 Fire

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#### **FOCUS AREA(S)**

Safety and Security

#### **Department Description**

The Fire Department is a team of dedicated professionals providing not only advanced life support Emergency Medical Services, but also fire suppression functions, rescue services, fire prevention, public education, fire/arson investigation, hazardous materials response, water rescue, and community emergency management. Within the Fire Department is the Administration, Prevention, Operations, Training and Career Development, Emergency Management and Medical Services Division.

#### **Mission Statement**

The Grapevine Fire Department exists to care for the families and visitors of our community. Our mission is to protect life, prevent harm, and preserve property. We serve to meet the ever-evolving needs of our citizens with honor and integrity.

#### **FY24 Department Accomplishments**

- Department has been recognized by several business and citizen groups for recognition and with donations to various programs provided by the Department.
- Department has invested in its members with educational opportunities.
- Department has implemented a General Hire program to give opportunities to those who may not have been able to have this career before.
- Department has answered the needs of the citizens and provided the best service possible.

#### **FY25 Department Goals and Objectives**

- To be recognized by its citizens for providing exceptional Community Safety, Fire Prevention, Emergency Medical Services and Fire Protection.
- To continue to build and sustain a culture of family, preparing for the future, remaining community focused, and embracing the diversity of those they serve.

<b><u>EXPENDITURES BY DIVISION</u></b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2023-24</b>	<b>2024-25</b>
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimate</b>	<b>Approved</b>
Administration	1,067,613	1,070,457	1,155,531	1,192,594	1,303,041
Prevention	785,255	858,483	907,841	853,089	896,910
Operations	12,060,469	12,784,043	13,081,985	13,064,328	14,077,649
Training & Career Development	260,005	309,604	332,107	310,582	359,386
Emergency Management	148,857	142,005	196,636	162,089	191,345
Emergency Medical Services	543,679	767,831	764,137	712,048	1,153,243
<b>Total</b>	<b>14,865,878</b>	<b>15,932,423</b>	<b>16,438,237</b>	<b>16,294,730</b>	<b>17,981,574</b>

<b>POSITION SUMMARY BY DEPARTMENT</b>
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**PERS ONNEL - FULL TIME EQUIVALENTS (FTE)**

<b>FIRE</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2023-24</b>	<b>2024-25</b>
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimate</b>	<b>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
Support Services Tech	1.0	1.0	1.0	1.0	1.0
Administrative Analyst	1.0	1.0	1.0	1.0	1.0
Fire Support Technician	-	1.0	-	-	-
Administrative Secretary	1.0	-	-	-	-
Office Technician	-	-	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
Fire Inspector/Investigator	3.0	3.0	3.0	3.0	3.0
Secretary	1.0	1.0	1.0	1.0	1.0
Assistant Chief of Operations	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	18.0	19.0	19.0
Driver/Engineer	18.0	18.0	19.0	18.0	18.0
Firefighter/Paramedic	49.0	49.0	47.0	46.0	46.0
Firefighter/EMT	2.0	2.0	3.0	4.0	4.0
Division Chief of Professional Development Training	1.0	1.0	1.0	1.0	1.0
Emergency Management Coordinator	1.0	1.0	1.0	1.0	1.0
Division Chief-EMS	1.0	1.0	1.0	1.0	1.0
EMS Captain	1.0	1.0	1.0	1.0	1.0
<b>TOTAL FULL-TIME POSITIONS</b>	<b>106.0</b>	<b>106.0</b>	<b>106.0</b>	<b>106.0</b>	<b>106.0</b>

**FY 2024-25 APPROVED OPERATING BUDGET**

**General Fund**

**Fire – Administration**

**100-210-001**

**Division Description**

The Fire Administration Division is guided by Assistant Fire Chief Stuart Grant and is responsible for budget and contract administration, purchasing, records management, maintenance of equipment and facilities, payroll, workers compensation and personnel services. The function of administrative support is responsible for the delivery of efficient and effective executive assistance. It is also responsible for the coordination and delivery of effective training programs for career staff on the subjects of firefighting, technical rescue, emergency medical care, and safety. In addition, the division is responsible for the department’s firefighter health and wellness programs.

**FY24 Division Accomplishments**

- Administration reorganized several of the job descriptions to enhance the efficiency among the Administrative Staff.
- Continued to hold meetings with the entire Department to address changes, concerns, new technology, additional equipment, etc.
- Brought several classes to the Department to increase the knowledge, skills and abilities of our membership.
- Ran several hiring processes to keep the Department at authorized strength.
- Maintained State and National standards.

**FY25 Division Goals and Objectives**

- To increase the effectiveness and efficiency of the administrative functions of the Fire Department.
- To continue to provide employee updates concerning new firefighting, rescue, and EMS techniques and enhance intradepartmental communication by the use of newsletters, staff/employee meetings, open forum employee meetings, and other written and verbal communication.
- To continue to bring educational/motivational speakers to the department.

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Personnel	683,023	669,453	717,966	735,945	796,698
Supplies	30,155	44,076	49,200	54,864	51,800
Maintenance	1,845	48	-	-	-
Services	352,590	356,880	388,365	401,785	454,543
<b>Total</b>	<b>1,067,613</b>	<b>1,070,457</b>	<b>1,155,531</b>	<b>1,192,594</b>	<b>1,303,041</b>

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Conduct employee meetings	9	9	9	9	9
Host annual leadership symposium	0	0	1	0	3
Hire and maintain 100 percent staffing in Operations Division	N/A	N/A	1	1	1
Coordinate annual physicals and post physical assesment:	N/A	N/A	107	112	112

**FY 2024-25 APPROVED OPERATING BUDGET**

**General Fund**

**Fire – Fire Prevention**

**100-210-002**

**Division Description**

The Fire Prevention Division is dedicated to the prevention of fires and preparedness for emergencies through education, inspections, investigations, and emergency readiness in consideration of fire or life safety as well as the economic impact of emergencies. It provides numerous services to the citizens and business community of Grapevine that include fire code inspections, fire investigations, construction and new development, permits and public safety education or juvenile fire intervention.

**FY24 Division Accomplishments**

- Provided fire inspections for businesses, schools and residences.
- Provided fire prevention programs for businesses, educational institutions and the general public.
- Conduct Citizens Fire Academy Class #23.
- Installed multiple residential smoke detectors.

**FY25 Division Goals and Objectives**

- To continue to provide fire inspections for businesses, schools and residences.
- To continue to provide fire prevention programs for businesses, educational institutions and the general public. It is Conduct Citizens Fire Academy.
- Install smoke detectors.

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Personnel	722,229	788,146	811,901	771,180	794,420
Supplies	36,109	34,224	57,700	52,037	60,300
Maintenance	2,447	-	500	-	1,000
Services	24,470	36,113	37,740	29,872	41,190
<b>Total</b>	<b>785,255</b>	<b>858,483</b>	<b>907,841</b>	<b>853,089</b>	<b>896,910</b>

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Fire inspections	4,000	4,500	4,500	4,500	4,500
Fire prevention programs	15	30	35	30	30
Conduct Citizens Fire Academy	0	1	1	1	1
Install smoke detectors	60	60	50	50	50

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**FY 2024-25 APPROVED OPERATING BUDGET****General Fund****Fire – Fire Operations****100-210-003****Division Description**

The Fire Operations Division provides fire protection, rescue services, and emergency medical service to approximately 51,000 citizens in a service coverage area of more than 23.5 square miles. This Division also provides service to the many visitors that frequent the more than 3,000 hotel rooms, restaurants and festivals within our city. This Division now handles more than 6,000 emergency incidents a year. This Division has three shifts, (A, B, and C), with 30 firefighters assigned to each shift and is led by a Battalion Chief. This allows the department to have a minimum of 26 firefighters on duty 24 hours a day, seven days a week. Each fire company has a Captain that oversees their activities. The city is divided into five geographical areas or fire districts. Each fire district has one fire station located within it. This Division responds to a variety of calls, including emergency medical calls (EMS), building fires, rescues, wildland fires, automobile accidents, boating accidents, drowning and lockouts. Additionally, fire station personnel are responsible for conducting fire prevention inspections in their area, developing pre-fire plans of businesses and apartment complexes, participating in continuing education and skills training, maintaining their equipment and station, presenting public education messages at schools, community events, station tours and installing smoke detectors in homes.

All of the ambulances and fire apparatus are equipped with Advanced Life Support (ALS) equipment so that immediate patient care can be initiated by the first arriving unit.

**FY24 Division Accomplishments**

- Provided injury prevention training through Target Solutions for preventable accidents.
- Completed all required training for Texas Commission on Fire Protection.
- Apparatus response times were met.

**FY25 Division Goals and Objectives**

- To continue to respond to 90 percent of 9-1-1 calls for emergencies in all first alarm districts within 5 minutes of the call being dispatched.
- To continue to provide injury prevention training with of all injuries classified as preventable.
- Perform engine company, ladder company, and MICU company evaluations to ensure operational readiness.
- Fire apparatus continue to respond in 60 seconds or less for EMS calls.
- Fire apparatus continue to respond in 80 seconds or less for fire and vehicle accident calls.

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2023-24</b>	<b>2024-25</b>
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimate</b>	<b>Approved</b>
Personnel	11,584,660	12,283,279	12,564,990	12,580,804	13,258,154
Supplies	389,947	409,233	459,300	391,624	740,800
Maintenance	33,938	39,817	37,695	53,300	49,695
Services	32,507	19,558	20,000	38,600	29,000
Capital Outlay	19,417	32,156	-	-	-
<b>Total</b>	<b>12,060,469</b>	<b>12,784,043</b>	<b>13,081,985</b>	<b>13,064,328</b>	<b>14,077,649</b>

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2023-24</b>	<b>2024-25</b>
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimate</b>	<b>Approved</b>
Respond to 90 percent of 9-1-1 calls for emergencies in all first alarm districts within 6 minutes of the call being	90%	90%	90%	95%	90%
Provide re-training for all preventable accidents *	NA	NA	95%	100%	95%
Perform engine company, ladder company, and MICU company evaluations to ensure operational readiness.	96	96	96	96	96
Perform regular fitness assessments and physical conditioning program for all firefighters	102	102	107	107	107
Apparatus response (dispatch to turnout) to EMS calls in 60 seconds or less *	NA	NA	90%	90%	90%
Apparatus response (dispatch to turnout) to fire and vehicle accident calls in 80 seconds or less *	NA	NA	90%	90%	90%

\* New for FY24



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**FY 2024-25 APPROVED OPERATING BUDGET****General Fund****Fire – Training & Career Development****100-210-004****Division Description**

The Fire Training and Career Development Division is responsible for providing training in accordance with the Texas Commission on Fire Protection and with the Texas Department of State Health Services. The Division is also responsible for providing training in accordance with the NFPA and ISO providing opportunities for career development and promotional opportunities. The Division also provides specialized training for technical rescue personnel.

**FY24 Division Accomplishments**

- **Task Book Completion:** A total of 15 members completed task books, qualifying them to serve in positions above their current rank or in special assignments, thus improving operational flexibility and readiness.
- **New Hire Orientations:** Conducted three New Hire Orientation classes for 10 new employees and one returning service member following a military deployment.
- **Certification Compliance:** Delivered training programs aligned with standards from the Texas Commission on Fire Protection, the Texas Department of State Health Services, NFPA (National Fire Protection Association), and ISO (Insurance Services Office), meeting essential regulatory and operational requirements.
- **Career Development:** Continued to provide avenues for career growth and promotion, ensuring all members have opportunities to advance within the department.
- **Technical Rescue Training:** Delivered or supported specialized technical rescue training through NEFDA to enhance the skills of personnel involved in complex rescue operations.
- **Health and Wellness Initiatives:** Launched a fitness app available to employees who opted in and held additional health and wellness classes to promote physical and mental well-being across the department.
- **Safety:** Conducted driver training for all personnel in July, providing essential practice in complex driving skills to enhance safety. Additionally, we collaborated with Public Works in October to deliver a lock-out/tag-out class, aiding them in identifying critical safety needs within their department.

**FY25 Division Goals and 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.
- Provide health and wellness training.

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<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Personnel	159,109	186,807	176,007	173,404	188,021
Supplies	6,144	10,432	15,500	13,896	18,000
Services	94,752	112,365	140,600	123,282	153,365
<b>Total</b>	<b>260,005</b>	<b>309,604</b>	<b>332,107</b>	<b>310,582</b>	<b>359,386</b>

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 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 ensure 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 2024-25 APPROVED OPERATING BUDGET**

**General Fund**

**Fire – Emergency Management**

**100-210-005**

**Division Description**

The Fire Emergency Management Division’s mission is to ensure the safety and well-being of all our residents and visitors through comprehensive and proactive emergency management strategies. Their commitment is rooted in the principle that effective emergency management is a collaborative effort, engaging every level of our community from local authorities to individual citizens. The division mission embodies a holistic approach to emergency management, incorporating the critical mission areas of prevention, protection, mitigation, response, and recovery.

**FY24 Division Accomplishments**

- Managed the Emergency Management Program for All-Hazards.
- Worked to increase awareness and implemented additional Departments into the NIMS system.
- Maintained and rewrote several of the Operations Plans and Annexes.
- Successfully facilitated multiple events and festivals.
- Implemented Civic Ready to replace Code Red.

**FY25 Division Goals and 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 the implementation of the National Incident Management System (NIMS).
- Maintain an approved Emergency Operations Plan and Functional Annexes.
- Facilitates festival and event public safety planning, coordination, and response efforts.
- Ensure the operational readiness of alert and warning systems (Outdoor Warning System and Civic Ready).

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Personnel	114,863	118,754	143,876	122,972	134,645
Supplies	479	3,899	14,300	5,250	17,750
Maintenance	17,869	2,658	16,700	16,667	16,700
Services	15,646	16,694	21,760	17,200	22,250
<b>Total</b>	<b>148,857</b>	<b>142,005</b>	<b>196,636</b>	<b>162,089</b>	<b>191,345</b>

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Number of public education and outreach events	3	3	10	4	10
Number of preparedness publications	3	10	10	25	25
Implement training and exercise plan	50%	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	7	10	10	10

**FY 2024-25 APPROVED OPERATING BUDGET**

**General Fund**

**Fire – Emergency Medical Services**

**100-210-006**

**Division Description**

The Fire Emergency Medical Services Division manages all aspects of EMS delivery for the fire department and Field Training Paramedic program to ensure all new paramedics are appropriately trained. It is also responsible for ensuring compliance with all Texas Department of State Health Services rules and regulations and works together with Assistant Chief of Support, Planning, and Administration to ensure all EMS contracts are administered.

**FY24 Division Accomplishments**

- Managed all aspects of EMS delivery for the fire department
- Managed the Field Training Paramedic program to ensure all new paramedics were appropriately trained and prepared to respond to calls for service
- Ensured compliance with all Texas Department of State Health Services rules and regulations.
- Worked with Assistant Chief of Support, Planning, and Administration to ensure all EMS contracts were administered.

**FY25 Division Goals and Objectives**

- Manage all aspects of EMS delivery for the fire department.
- Manage the 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 the Assistant Chief of Support, Planning and Administration to ensure all EMS contracts are administered.

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Personnel	152,237	330,185	314,727	321,570	340,243
Supplies	133,640	146,371	149,700	147,648	142,500
Maintenance	12,415	49,942	48,700	1,000	5,000
Services	245,387	241,333	251,010	241,830	665,500
<b>Total</b>	<b>543,679</b>	<b>767,831</b>	<b>764,137</b>	<b>712,048</b>	<b>1,153,243</b>

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Perform 12-lead EKG on appropriate patients within 10 minutes of patient contact	100%	93%	95%	94%	95%
Turnout times and response times in accordance to NFPA 1710	95%	92%	95%	93%	95%
Scene time < 20 minutes on all transported patients	92%	91%	95%	93%	95%

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**FY 2024-25 APPROVED OPERATING BUDGET****General Fund****100-312 Parks and Recreation**

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**FOCUS AREA(S)**

High Service Levels/Quality of Life, Infrastructure

**Department Description**

The Parks and Recreation Department is responsible for maintaining the City's parks, lake parks, recreational programs, and special events specific to its operations. The team consistently embodies their mantra of promoting outdoor play, community engagement in beautification projects, and physical fitness for optimal mental and physical health. The Parks and Recreation Department encompasses various divisions within the General Fund, including Administration, Active Adults, Maintenance, Community Events, Aquatics, Athletic Programs, Recreation Programs, The REC, Therapeutic Recreation, and the Hospitality Division.

**Mission Statement**

To enhance the quality of life for the citizens of Grapevine through the stewardship of our natural resources and the responsive provision of quality leisure opportunities.

**FY24 Department Accomplishments**

Accomplishments are tracked within each division as they represent the collective achievements for the department.

**FY25 Department Goals and Objectives**

- Ensure all people have access to parks and programs.
- Take a proactive approach for patron, staff, and resource protection.
- Provide development opportunities and resources for team members to foster a culture of excellence.
- Enhance stewardship of natural resources.
- Strive for the responsive and responsible provision of leisure opportunities.
- Deliver quality parks, services, and programs.

<b><u>EXPENDITURES BY DIVISION</u></b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2023-24</b>	<b>2024-25</b>
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimate</b>	<b>Approved</b>
Administration	866,790	1,074,759	1,011,693	979,789	1,490,603
Active Adults	547,955	637,781	697,431	648,860	753,886
Park Maintenance	4,966,395	5,845,799	6,036,491	6,056,610	6,612,980
Recreation	500,878	524,639	572,716	572,450	757,796
Aquatics	1,518,088	1,641,436	1,622,280	1,329,213	1,720,201
Athletics Programs	658,570	647,086	723,786	738,061	772,796
Recreation Programs	690,983	792,832	663,520	645,969	784,618
The REC	1,623,603	1,761,050	1,878,894	1,773,960	2,005,463
Hospitality	572,284	626,563	597,966	621,389	620,244
<b>Total</b>	<b>11,945,546</b>	<b>13,551,945</b>	<b>13,804,777</b>	<b>13,366,302</b>	<b>15,518,587</b>

**POSITION SUMMARY BY DEPARTMENT**

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

<b>PARKS &amp; RECREATION</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2023-24</b>	<b>2024-25</b>
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimate</b>	<b>Approved</b>
Director of Parks & Recreation	1.0	1.0	1.0	1.0	1.0
Deputy Director of Parks and Recreation	1.0	1.0	1.0	1.0	1.0
Administrative Manager	1.0	1.0	1.0	1.0	1.0
Marketing Manager	1.0	1.0	1.0	1.0	1.0
Therapeutic Recreation Supervisor	1.0	1.0	1.0	1.0	1.0
Active Adult Supervisor	-	1.0	1.0	1.0	1.0
Recreation Coordinator	13.0	12.0	12.0	11.0	11.0
PARD Planning Manager	-	1.0	1.0	1.0	1.0
PARD CIP Manager	1.0	-	-	-	-
Park Manager	1.0	1.0	1.0	1.0	1.0
Assistant Parks Manager	1.0	1.0	1.0	1.0	1.0
Park Foreman	3.0	3.0	4.0	4.0	4.0
Volunteer Service Liaison	1.0	1.0	-	-	-
Volunteer Service Supervisor	-	-	1.0	1.0	1.0
Parks Crew Leader	2.0	2.0	1.0	2.0	2.0
Athletic Groundskeeper	1.0	1.0	1.0	1.0	1.0
Equipment Operator II (used RC from 312-6)	1.0	1.0	1.0	1.0	1.0
Equipment Operator I	4.0	4.0	2.0	2.0	2.0
Skilled Trades Technician - Parks	-	-	2.0	2.0	2.0
Horticulturalist	1.0	1.0	1.0	1.0	1.0
Irrigation Technician II	1.0	2.0	3.0	3.0	3.0
Irrigation Technician I	1.0	1.0	1.0	1.0	1.0
Park Crew Worker	5.0	4.0	3.0	2.0	2.0
Event Production Manager	1.0	1.0	1.0	1.0	1.0
Outdoor Programs Coordinator	1.0	-	-	-	-
Outdoor/Education Coordinator	-	-	-	-	-
Community Event Supervisor	1.0	1.0	1.0	1.0	1.0
Aquatic Supervisor	1.0	1.0	1.0	1.0	1.0
Recreation Coordinator - Aquatics	2.0	2.0	2.0	2.0	2.0
Lead Lifeguard	3.0	3.0	3.0	3.0	3.0
PARD Maintenance Supervisor	1.0	1.0	-	-	-
Aquatics Maintenance Tech	-	-	1.0	1.0	1.0
Athletic 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
Reservation Supervisor	-	-	1.0	1.0	1.0
Reservation Specialist	1.0	1.0	-	-	-
Reservation Coordinator	1.0	1.0	1.0	1.0	1.0
Events Coordinator @ THE REC	-	-	-	-	-
General Manager of THE REC	-	-	-	1.0	1.0
Hospitality Manager	1.0	1.0	1.0	1.0	1.0
Hospitality Supervisor	-	-	1.0	1.0	1.0
<b>TOTAL FULL-TIME POSITIONS</b>	<b>57.0</b>	<b>56.0</b>	<b>57.0</b>	<b>57.0</b>	<b>57.0</b>

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**FY 2024-25 APPROVED OPERATING BUDGET****General Fund****Parks and Recreation – Administration****100-312-001****Division Description**

The Parks and Recreation Administration is responsible for optimizing resources and budget to maximize citizen engagement with parks and leisure services in Grapevine. The division promotes opportunities in health and wellness, education, conservation, and lifelong learning for all ages and abilities through digital media. It also strives to be the premier Parks and Recreation Department in the State of Texas by leveraging all available resources and building strong relationships with community partners and sponsors. The division offers cultural awareness programs, environmental education, and stewardship opportunities for residents of all ages.

**FY24 Division Accomplishments**

- Completed Phase 1 of the Performance and Utilization Analysis for The REC and began Phase 2, which includes concept design.
- Received approval in the FY25 budget to complete a Comprehensive Master Plan for the Parks and Recreation Department.
- Began median enhancements throughout the City, including Phases 6 and 7 of the Green Ribbon projects, and reclassified a position to create a compliance technician for quality control.
- Continued to evolve the Litter Ends with Us campaign to address litter concerns and raise awareness in Grapevine.
- Partnered with MUSCO to make Oak Grove Baseball a test site for AI umpiring technology.
- Started Phase 1 construction of Settlers Park.
- Initiated restoration efforts from the TRA project.
- Achieved a 40% increase in attendance for the environmental lecture series (Eco Talks).
- Received a \$42,680 solid waste grant from NCTCOG.

**FY25 Division Goals and Objectives**

- Optimize resources and budget to maximize citizen exposure to parks and leisure services in Grapevine.
- Promote the Department's opportunities in health and wellness, education, conservation, and lifelong learning through digital media to all ages and abilities.
- Employ all available resources to become the premier Parks and Recreation Department in the State of Texas.
- Build relationships with community partners and sponsors to provide opportunities for cultural awareness, environmental education, and stewardship for residents of all ages.
- Pursue grants that support the mission of the Department.
- Host environmental education events, lectures, tours, and workshops for the community.
- Provide impactful and engaging volunteer opportunities that advance the Department's mission.

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Personnel	482,662	606,393	644,520	619,882	678,787
Supplies	70,501	45,678	82,500	82,335	82,500
Maintenance	-	2,665	-	-	-
Services	313,627	420,023	284,673	277,572	729,316
<b>Total</b>	<b>866,790</b>	<b>1,074,759</b>	<b>1,011,693</b>	<b>979,789</b>	<b>1,490,603</b>

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Sponsorship dollars secured	NA	42,922	40,000	50,000	50,000
Social media posts	3,330	3,362	3,000	3,181	3,000
Engagements	177,100	208,545	200,000	169,550	200,000
Website Visitors	354,500	411,701	450,000	460,000	485,000
Number of Community Input/Engagement Sessions	3	3	6	1	4
Social media followers added / total followers	N/A	5,267 / 46,306	3,500 / 39,491	3,000 / 48,943	3,000 / 50,000
Citizen request forms received/responded to in 24 hours	60	102	95	85	75
Grant dollars sought	\$655,000	\$47,548	\$515,500	\$0	\$500,000
Grant dollars awarded	\$655,000	\$42,681	\$515,500	\$0	\$500,000
Volunteer hours	68,575	72,852	69,000	75,000	78,000
Value of volunteer hours	\$2,009,609	\$2,316,677	\$2,066,550	\$2,385,000	\$2,480,400
Number of opportunities (events, lectures, tours and workshops)	36	38	40	37	38
Attendee satisfaction rate	95%	90%	98%	92%	92%
Total value of financial and in-kind donations to support environmental stewardship	\$12,953	\$23,242	\$6,000	\$22,500	\$20,000



**FY 2024-25 APPROVED OPERATING BUDGET**

**General Fund**

**Parks and Recreation – Active Adults**

**100-312-002**

**Division Description**

The Parks and Recreation Active Adults Division provides individuals aged 55 and better with relevant programs, field trips, classes, and events that cater to generational differences in interest and abilities within this demographic. The division is dedicated to fostering community, enhancing quality of life, and supporting independence for Active Adults in the City of Grapevine. Additionally, the division works to build relationships with community partners who share an interest in cultivating current and future services for Active Adults.

**FY24 Division Accomplishments**

- Reviewed and enhanced existing Active Adult programming, adding new initiatives and introducing non-member fees for certain programs.
- Added three new fitness classes—Qigong Fusion, Shibashi for Vitality, and Senior Spin Class—each of which has reached maximum registration each month.
- Successfully transitioned the programming of the computer class from the volunteer team to Active Adult staff.
- Collaborated with the GPARD marketing team to redesign the *Grape Affair* bi-monthly newsletter, aligning it more closely with the department's branding guidelines.
- Partnered with various community organizations, including the DFW Hilton, Collette Vacations, Metroport Meals on Wheels, and the Young Men's Service League, to enhance the quality of life and social connections for the Active Adult community.

**FY25 Division Goals and Objectives**

- Continue to provide relevant programs, field trips, classes, and events for individuals aged 55 and better, considering generational differences in interests and abilities.
- Foster a sense of community, enhance quality of life, and support independence for Active Adults in the City of Grapevine.
- Strengthen relationships with community partners to cultivate current and future services for Active Adults.

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Personnel	451,366	520,837	562,676	519,523	600,911
Supplies	54,521	56,866	87,900	82,576	94,600
Services	42,068	60,078	46,855	46,761	58,375
<b>Total</b>	<b>547,955</b>	<b>637,781</b>	<b>697,431</b>	<b>648,860</b>	<b>753,886</b>

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<b><u>PERFORMANCE INDICATORS</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Customer surveys completed / satisfaction rate	120 / 95%	128 / 96%	250 / 95%	300 / 95%	350 / 95%
Number of special events, classes and programs offered	700 / 695	692 / 687	850 / 825	860 / 850	875 / 870
Average number of daily riders in City vehicles	20	21	25	22	25
SeniorMover trips requested / provided	90 / 82	97 / 94	100 / 95	100 / 95	110 / 105
Persons registered for Active Adult programs	8,200	8,000	9,200	9,000	9,500
Average number of daily meals delivered/served	45	46	45	47	50
Volunteer hours worked	1,700	2,279	2,000	2,300	2,000
Participants in AA aquatic fitness	1,400	1,900	2,000	1,920	1,950
Number of AA members	1,170	1,217	1,350	1,400	1,500
Number of SilverSneakers/Silver & Fit passes	532	2,353	750	2,400	2,500

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**FY 2024-25 APPROVED OPERATING BUDGET**

**General Fund**

**Parks and Recreation – Park Maintenance**

**100-312-003**

**Division Description**

The Parks and Recreation Maintenance Division is responsible for ensuring well-maintained, safe, age-appropriate, and ADA-accessible playgrounds, fields, and recreation areas for people of all ages to enjoy. The division also seeks grants to develop and maintain sustainable landscaping and medians that contribute to the beautification of parks, roadways, and facilities. Additionally, the division hosts environmental educational opportunities such as events, lectures, tours, and workshops for the community, while offering impactful and engaging volunteer opportunities that advance the department's mission. The division actively pursues partnerships and sponsorships to promote and support environmental stewardship within the community.

**FY24 Division Accomplishments**

- Completed park, trail, and ballfield repairs and restoration throughout Bear Creek Park due to the TRA pipeline project.
- Added rooftop lights to the City network for better control and cohesion.
- Replaced both irrigation system pumps at Oak Grove.
- Replaced the Heritage Park playground.
- Assisted Lake Parks with the removal of pipe rails and boulder replacement along the Lake Park roadways and park areas.
- Replaced the Town Square turf and installed infrastructure for Christmas and communication needs.
- Added ten new controllers to the irrigation CIS.

**FY25 Division Goals and Objectives**

- Provide well-maintained, safe, age-appropriate, ADA-accessible playgrounds, fields, and recreation areas for people of all ages to use for recreation and leisure.

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Personnel	1,634,036	1,686,175	1,932,181	1,970,392	2,266,180
Supplies	138,784	218,924	228,300	217,960	228,300
Maintenance	132,775	159,912	203,500	203,093	203,500
Services	3,010,612	3,576,406	3,672,510	3,665,165	3,915,000
Capital Outlay	50,188	204,382	-	-	-
<b>Total</b>	<b>4,966,395</b>	<b>5,845,799</b>	<b>6,036,491</b>	<b>6,056,610</b>	<b>6,612,980</b>

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Total acres maintained	1,727	1,727	1,727	1,727	1,727
Total acres under irrigation	277	150	150	150	150
Playgrounds maintained	32	32	33	33	33
Number of adopters	77	81	82	73	75

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**FY 2024-25 APPROVED OPERATING BUDGET**

**General Fund**

**Parks and Recreation – Community Events Division**

**100-312-004**

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**Division Description**

The Community Events Division within the Parks and Recreation Department is responsible for offering smaller community-based events and site-specific events at various parks and locations to ensure all people have access to our programs. The division coordinates Christmas event experiences for the City of Grapevine to expand leisure opportunities and provide a high-quality event experience for all participants. Additionally, the division organizes recreation and community events aimed at enhancing the quality of life in Grapevine.

**FY24 Division Accomplishments**

- Streamlined the Facility Rentals program by creating a comprehensive staff handbook, finalizing policy updates, and increasing rental bookings at the Vine Arts & Events Center.
- Expanded class offerings at the Vine Arts & Events Center, introducing non-cooking topics such as music and other art mediums, and bringing on three contract instructors for these categories.
- In addition to the three sessions of Grapevine Pop N Play, successfully implemented *Total Eclipse of the Park* for the solar eclipse event.
- Led the annual CAPRA reaccreditation process for PARD.
- Hosted one of the most successful *Carol of Lights* Christmas events for the City of Grapevine.
- Successfully hosted 10 annual events, introduced two new events, and supported other divisions in hosting six additional events.
- Moved the reservation process online for rentals at The REC of Grapevine, outdoor pavilions, and outdoor pools, streamlining processes both internally and externally.

**FY25 Division Goals and Objectives**

- Offer high-quality, ticketed events that enhance family connections and provide positive recreation opportunities.
- Coordinate numerous non-ticketed events that offer free opportunities for the community to engage in programs that enhance quality of life.
- Foster and maintain various community partnerships that increase visibility in the community and help offset event costs.
- Manage a robust reservation program for rentable spaces, allowing residents and visitors to host a wide variety of parties and events.

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2023-24</b>	<b>2024-25</b>
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimate</b>	<b>Approved</b>
Personnel	289,049	302,164	311,091	344,191	344,671
Supplies	54,353	49,194	54,225	53,980	61,825
Maintenance	7,804	9,595	11,500	11,477	11,500
Services	149,672	163,686	195,900	162,802	339,800
<b>Total</b>	<b>500,878</b>	<b>524,639</b>	<b>572,716</b>	<b>572,450</b>	<b>757,796</b>

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<b><u>PERFORMANCE INDICATORS</u></b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2023-24</b>	<b>2024-25</b>
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimate</b>	<b>Approved</b>
Total community events participation	17,414	51,946	55,000	75,000	75,000
Number of Surveys/customer satisfaction rate	538 / 96%	478 / 95%	650 / 97%	550 / 96%	600 / 96%
Total number of paid community events offered / Total events that made	6/6	6/6	6/6	6/6	6/6
Total number of free community events offered / Total events that made	4/4	5/5	5/5	6/6	6/6
Percentage of residents at ticketed events	60%	69%	64%	71%	68%
Percentage of people who would recommend this event to someone else	96%	96%	97%	96%	97%
Indoor facility rentals/total hours rented	1,280 / 3,420	1,409 / 3,683	1,500 / 4,000	1,500 / 4,000	1,600 / 4,200
Park pavilion rentals/total hours rented	752 / 3,650	667 / 3,393	300 / 1,500	550 / 3,000	500 / 2,800

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**FY 2024-25 APPROVED OPERATING BUDGET**

**General Fund**

**Parks and Recreation – Aquatics**

**100-312-005**

**Division Description**

The Parks and Recreation Aquatics Division is dedicated to promoting water safety for both youth and adults by providing opportunities for community education and training. The division is also responsible for offering a diverse selection of aquatic fitness opportunities for individuals of all abilities and ages. In addition, the division manages quality aquatic facilities that foster a sense of community and encourage "kids of all ages" to enjoy the health benefits of aquatic play year-round.

**FY24 Division Accomplishments**

- Aquatic Manuals Update: Reviewed and updated the aquatic manuals, ensuring they were finalized for staff orientation in May.
- Delegation of Duties: Formalized the delegation of duties by position, helping to evenly distribute the demands of the division between the two coordinators.
- REC Plaster Replacement and Sauna Renovation: Successfully completed the plastering of the REC pool and the renovation of the sauna, enhancing our facility for all visitors.
- Competition Success: Achieved 1st and 4th place at the North Texas Guard Games, demonstrating excellence in our aquatic programs.
- Successful Events: Hosted two highly successful events, Christmas in July and the Circus Swim, which were both well-attended and enjoyed by participants.
- Media Coverage: Secured media coverage for the World’s Largest Swim Lesson, increasing awareness of our programs.
- Swim Lesson Participation: Registered over 400 swim lesson participants, fostering skill development and safety within our community.
- Life-Saving Action: Successfully resuscitated a 4-year-old boy at Dove Waterpark, showcasing the life-saving skills of our staff.

**FY25 Division Goals and Objectives**

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

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Personnel	1,209,056	1,300,617	1,302,280	1,009,853	1,348,701
Supplies	193,927	207,749	180,000	179,640	207,500
Maintenance	16,025	31,962	20,000	19,960	20,000
Services	99,080	101,108	120,000	119,760	144,000
<b>Total</b>	<b>1,518,088</b>	<b>1,641,436</b>	<b>1,622,280</b>	<b>1,329,213</b>	<b>1,720,201</b>

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<b><u>PERFORMANCE INDICATORS</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Total Public Swim Attendance	100,000	85,000	100,000	80,000	90,000
Learn To Swim Participants	900	850	900	850	900
Special Event Attendance	700	200	800	450	475
Customer Surveys / Satisfaction Rate	525 / 96%	400 / 95%	600 / 97%	500 / 97%	600 / 98%
Swim Team Participants	175	210	175	200	200
Aquatic Fitness Class Registrants	150	300	150	300	300
Active Adult Fitness Class Programs/Participants	750	898	600	700	750
Number of Rescues	100	75	100	80	80
Days Closed Due to Weather	8	5	5	5	5
Learn To Swim Classes offered/made	625	628	650	650	650

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**FY 2024-25 APPROVED OPERATING BUDGET****General Fund****Parks and Recreation – Athletic Programs****100-312-006**

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**Division Description**

The Parks and Recreation Athletic Programs Division is committed to providing a safe, fun, and competitive learning experience through leagues, classes, and camps. The division fosters strong working relationships and partnerships with local school districts, civic groups, co-sponsored youth associations, and other entities to offer quality athletic programming to the community. Additionally, the division organizes local, state, and national tournaments that bring players and spectators to Grapevine, generating significant economic impact for the City.

**FY24 Division Accomplishments**

- Hosted a total of 38 events for soccer, baseball, and softball tournaments, with 4,113 games and 3,122 teams. In addition, 515 GBS recreation games were hosted.
- Successfully hosted the Travel Sports World Series events, navigating challenges posed by park and street closures due to flooding.
- Revisited GBS operations in preparation for the season, adjusting Coach Looks to better align with the evolving needs of the league.
- The GBS Spring 2024 season featured the largest number of teams to date, with 67 teams participating.
- Began streamlining the background check and ID badge process, making it more efficient for processing over 250 volunteers each season for GBS.

**FY25 Division Goals and Objectives**

- Provide a safe, fun, and 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 deliver high-quality athletic programming to the community.
- Organize local, state, and national tournaments that attract players and spectators, contributing to the economic impact of the City of Grapevine.

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Personnel	225,466	204,267	203,286	217,285	236,796
Supplies	109,706	123,903	135,800	135,528	152,500
Maintenance	1,216	308	2,000	1,996	2,200
Services	322,182	318,608	375,400	374,649	376,000
Capital Outlay	-	-	7,300	8,602	5,300
<b>Total</b>	<b>658,570</b>	<b>647,086</b>	<b>723,786</b>	<b>738,061</b>	<b>772,796</b>

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<b><u>PERFORMANCE INDICATORS</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Athletic leagues / youth registrants	2,000	1,200	1,200	1,200	1,200
Athletic leagues / adult registrants	325	372 teams	325	330 teams	325 teams
Sport camps / youth registrants	10 / 400	16 / 534	10 / 400	16 / 465	16 / 400
Tennis classes/youth registrants	700	586	700	600	600
Tennis classes/adult registrants	250	415	200	250	250
Customer satisfaction rate	97%	95%	97%	95%	95%
Gross revenue	\$500,000	\$1,000,000	\$500,000	\$900,000	\$850,000
Co-sponsored association program registrants	2,500	3,100	2,500	3,000	2,750
Number of tournaments offered/teams registered	35 / 1800	36 / 2,260	35 / 2,250	35 / 2,250	35 / 2,250
Baseball tournament gross rev	\$225,000	\$315,000	\$250,000	\$300,000	\$250,000
Softball tournament gross rev	\$20,000	\$34,000	\$20,000	\$35,000	\$30,000
Rental revenue	\$40,000	\$70,000	\$40,000	\$65,000	\$50,000
Number of rental teams at Oak Grove	50	65	50	55	50
Number of Faith Christian School Practices/Games	200	175	200	110	100
Number of weather days	25	55	30	55	30
Soccer Tournament gross revenue	\$40,000	\$34,000	\$25,000	\$45,000	\$35,000
Tennis Tournaments offered	12	12	12	12	12

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**FY 2024-25 APPROVED OPERATING BUDGET****General Fund****Parks and Recreation – Recreation Programs****100-312-007**

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**Division Description**

The Recreation Programs Division within the Parks and Recreation Department offers a wide range of classes and programs that provide educational opportunities, fitness classes, and experiences in the fine arts. The division is responsible for meeting the financial goals for recreation programs as outlined in The REC of Grapevine business plan, which was approved by City Council in 2012. Additionally, the division offers a variety of classes designed to support social and communication skills, vocational readiness, health and wellness, independent living, and life skills.

**FY24 Division Accomplishments**

- Successfully facilitated a smooth staff transition for Club All Access, ensuring continuity and service excellence following the departure of Michelle Caro and Brandon Ware, who left to start their own business.
- Expanded Therapeutic Recreation programming through new partnerships with Abilities Ignited and Special Strong, enhancing inclusive options for participants.
- Collaborated with GCISD to secure additional space for expanded summer programming.
- Modernized the summer camp registration process, transitioning from paper-based to a streamlined digital format.
- Introduced five new fitness classes, including a new collaboration with YMCA’s MODTUS Fit Truck.
- Hired three new personal trainers to meet the growing demand, enhancing personalized fitness support for members.

**FY25 Division Goals and Objectives**

- Continue to 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.
- Achieve the financial goals for recreation programs as established in The REC of Grapevine business plan, approved by Council in 2012.
- Offer a variety of classes that support the development of social and communication skills, vocational readiness, health and wellness, independent living, and life skills.

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2023-24</b>	<b>2024-25</b>
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimate</b>	<b>Approved</b>
Personnel	133,983	143,587	132,070	155,066	161,318
Supplies	37,671	43,745	61,150	53,288	62,000
Services	519,329	605,500	470,300	437,615	561,300
<b>Total</b>	<b>690,983</b>	<b>792,832</b>	<b>663,520</b>	<b>645,969</b>	<b>784,618</b>

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<b><u>PERFORMANCE INDICATORS</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Youth registered in programs at The REC	2,000	2,995	2,500	2,600	2,700
Adults registered in programs at The REC	3,792	4,855	4,500	4,600	4,700
Number of customer surveys returned/satisfaction rate	185 / 97%	323 / 98%	300 / 98%	300 / 97%	320 / 98%
Number of classes offered/number made	794 / 658	900 / 800	850 / 745	800 / 750	850 / 800
Class success rate	83%	94%	90%	94%	95%
Gross program revenue	\$337,842	\$870,000	\$750,000	\$758,000	\$775,000
Therapeutic Rec revenue from day program	NA	\$124,000	\$120,000	\$125,000	\$130,000
Therapeutic Rec revenue from elective classes	NA	\$35,570	\$35,000	\$58,000	\$60,000
Therapeutic Rec total number of participants	NA	\$695	\$650	955	1,000

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**FY 2024-25 APPROVED OPERATING BUDGET****General Fund****Parks and Recreation – The REC Division****100-312-008**

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**Division Description**

The REC Division within the Parks and Recreation Department is responsible for ensuring that The REC of Grapevine achieves regional and national recognition as the standard for multi-generational construction and operations. The division maximizes facility usage by promoting both active and passive recreation through planned activities as well as independent options. Additionally, the division is accountable for meeting the membership and revenue goals outlined in The REC of Grapevine business plan, which was approved by City Council in 2012.

**FY24 Division Accomplishments**

- Developed a suspension policy to establish clear guidelines for managing facility use.
- Added Atmosphere TV to display event and activity advertisements throughout the facility.
- Streamlined the membership website to improve patron navigation and enhance access to information.
- Approved new child watch software, "Kid Check," with implementation underway and a full launch scheduled for 2025.
- Successfully completed a cardio equipment refresh, including the addition of two new machines, one of which is a hack squat.
- Completed Phase 1 of the Performance and Utilization Analysis for The REC and began Phase 2, which includes concept design.

**FY25 Division Goals and 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 both planned and independent activities.
- Achieve the membership and revenue goals outlined in The REC of Grapevine business plan, which was approved by Council in 2012.

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Personnel	1,236,947	1,329,600	1,397,394	1,329,878	1,444,313
Supplies	134,515	168,054	207,500	207,085	218,500
Maintenance	21,094	38,631	41,000	40,918	44,000
Services	117,097	112,313	93,000	92,814	158,650
Capital Outlay	113,950	112,452	140,000	103,265	140,000
<b>Total</b>	<b>1,623,603</b>	<b>1,761,050</b>	<b>1,878,894</b>	<b>1,773,960</b>	<b>2,005,463</b>

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<b><u>PERFORMANCE INDICATORS</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Customer surveys / satisfaction rate	775 / 97%	770 / 98%	775 / 97%	1,000 / 97%	1,050 / 98%
Average facility users per hour	70	80	80	80	85
Individual memberships	17,000	20,050	20,000	20,100	20,200
Room occupancy rate	25%	42%	35%	40%	40%
Room users	149,945	154,764	150,000	151,000	151,000
Annual number of track users	39,112	43,176	35,000	43,000	44,000
Annual number of fitness room users	200,834	201,818	185,000	200,000	202,000
Annual number of racquetball users	8,646	7,807	7,000	7,000	8,000
Annual number of gym users	NA	241,000	NA	240,000	245,000
Gross membership revenue	\$1,000,000	\$1,495,000	\$1,250,000	\$1,403,835	\$1,405,000
Point of sale revenue	\$35,000	\$46,000	\$40,000	\$45,000	\$45,000

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**FY 2024-25 APPROVED OPERATING BUDGET**

**General Fund**

**Parks and Recreation – Hospitality**

**100-312-010**

**Division Description**

The Parks and Recreation Hospitality Division is responsible for expanding catering and hospitality opportunities for department-sponsored events. The division manages and maintains an inventory system for non-perishable, eco-friendly paper products used by all divisions within the Parks and Recreation Department. Additionally, the division monitors and tracks concession margins, including staffing and cost of goods expenditures, following national industry guidelines to maximize profit for program operations. The division is also dedicated to fostering a high level of customer service by focusing on staff development and training.

**FY24 Division Accomplishments**

- Updated all operational guidelines, including the employee manual and employee checklists.
- Successfully implemented a new menu design and updated concession signage, adhering to all department brand guidelines.
- Managed customer wait time effectively by reducing some menu items and introducing a drink-only line, which resulted in a 21% increase in customers served.
- Cashless System Implementation: Streamlined operations, enhancing productivity and delivering over \$10K in savings.
- Facility Enhancements: Upgraded stands with new equipment and furniture, improving grill performance, reducing customer wait times and boosting overall operational efficiency. Resulting in a 3% increase in sales, from \$519,725 in FY23 to \$532,809 in FY24, despite several months of closure at the Oak Grove Softball Complex due to flooding and additional weather-related disruptions.
- Introduction of ICEE Products: Launched ICEE frozen beverages, driving a 50% revenue increase—from \$32K in FY23 with the previous frozen beverage offering to \$64K in FY24.

**FY25 Division Goals and Objectives**

- Manage and maintain catering and hospitality opportunities for department-sponsored events.
- Oversee the inventory system for non-perishable, eco-friendly paper products used by all divisions within the Parks and Recreation Department.
- Monitor and track concession margins, staffing, and cost of goods expenditures per national industry guidelines to maximize revenue ratios for program operations.
- Foster a culture of high-level customer service through continuous staff development and training.

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Personnel	300,555	364,673	331,561	355,517	353,839
Supplies	237,755	240,708	229,250	228,792	230,250
Maintenance	4,802	2,746	3,000	2,994	5,000
Services	24,230	18,436	24,155	24,107	21,155
Capital Outlay	4,942	-	10,000	9,980	10,000
<b>Total</b>	<b>572,284</b>	<b>626,563</b>	<b>597,966</b>	<b>621,389</b>	<b>620,244</b>

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<b><u>PERFORMANCE INDICATORS</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Concession Margins - Staffing	22%	29%	20%-25%	20%	20%-25%
Concession Margins - Cost of Goods	38%	34%	35%-40%	35%	35%-40%
Number of Hospitality Events	18	22	26	24	26
Number of Catering Events	12	12	12	12	12
Customer satisfaction rate	2/96%	2/95%	3/95%	2/95%	2/95%
Percent of cost recovery	49%	49%	60%	55%	60%
Staff Training & Meetings	NA	10	10	10	12

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**FY 2024-25 APPROVED OPERATING BUDGET****General Fund****Library****100-313-001****FOCUS AREA(S)**

High Service Levels/Quality of Life

**Department Description**

The Grapevine Public Library provides impartial and inclusive access to a wide range of information resources, programs, equipment, and services which meet the changing needs of the community, encourage literacy and lifelong learning, and support educational, cultural, and recreational activities in a welcoming and supportive environment. It also provides off-site outreach programs for those in the community who are unable to visit the library, and to reach non-users of the library of all ages. Strategically addresses barriers to access with a specific focus on making the library more inclusive for all by providing sensory awareness training for staff, up-to-date health information and resources, and on-site programs for differently abled groups. Library staff utilizes surveys, data collection and analysis tools to ensure library programs and collections are fulfilling the needs of the community.

**Mission Statement**

The Grapevine Public Library connects people with information, ideas, and experiences to provide enjoyment, enrich lives, and strengthen our community.

**FY24 Department Accomplishments**

- Received a \$45,000 grant from Texas State Libraries and Archives Commission for Outreach SUV.
- Added Homebound Delivery to Outreach Services and added Birchwood Assisted Living as a new outreach partner.
- Received grant from Atmos Energy for book vending machine stocked with books from Rotary and developed a reading incentive program in partnership with schools.
- Developed programming partnership with DFW Writers Workshop and assisted with their relocation to Grapevine.
- Made and donated lap quilts to Grapevine Baylor seniors through the library's Stitch craft Circle sewing group.
- Added Keys & Kingdoms piano lesson game and keyboards to Esports Academy's educational offerings.
- Increased circulation from 398,299 to 421,148 for a 6% increase.
- Increased number of library visitors from 127,350 to 141,641 for an 11% increase.

**FY25 Department Goals and Objectives**

- Bridge technology and socioeconomic divides.
- Facilitate workforce and life skill development.
- Foster literacies and the pursuit of lifelong learning.
- Increase customer satisfaction and retention.



<b><u>EXPENDITURES BY DIVISION</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Administration	1,920,028	2,166,282	2,156,108	2,279,585	2,301,857
<b>Total</b>	<b>1,920,028</b>	<b>2,166,282</b>	<b>2,156,108</b>	<b>2,279,585</b>	<b>2,301,857</b>

**POSITION SUMMARY BY DEPARTMENT**

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

<b>LIBRARY</b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Library Director	1.0	1.0	1.0	1.0	1.0
Assistant Library Director	-	1.0	1.0	1.0	1.0
Library Manager	1.0	-	-	-	-
Circulation Services Librarian	1.0	1.0	1.0	1.0	1.0
Outreach/Youth Assistant Librarian	1.0	1.0	1.0	1.0	1.0
Adult Services Assistant Librarian	-	1.0	1.0	1.0	1.0
Librarian II	5.0	4.0	4.0	4.0	4.0
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 Tech	1.0	1.0	1.0	1.0	1.0
Create It - Assistant Librarian	1.0	1.0	1.0	1.0	1.0
Library Assistant	1.0	1.0	1.0	1.0	1.0
<b>TOTAL FULL-TIME POSITIONS</b>	<b>14.0</b>	<b>14.0</b>	<b>14.0</b>	<b>14.0</b>	<b>14.0</b>

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Personnel	1,509,462	1,667,771	1,687,112	1,814,956	1,779,784
Supplies	270,288	315,765	313,435	294,296	347,785
Maintenance	6,377	4,684	3,000	6,615	3,000
Services	128,901	176,387	152,561	163,718	171,288
Capital Outlay	5,000	1,675	-	-	-

<b>Total</b>	<b>1,920,028</b>	<b>2,166,282</b>	<b>2,156,108</b>	<b>2,279,585</b>	<b>2,301,857</b>
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<b><u>PERFORMANCE INDICATORS</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Queries Answered	7,000	5,831	9,000	6,000	6,000
Items Circulated	309,170	400,784	360,000	404,000	410,000
Off-Site Location Events	106	68	200	75	100
Customer Count	101,222	127,349	118,000	130,000	125,000
Program attendance count	19,547	22,683	25,000	25,000	21,000
Number of new library cards issued	1,600	2,051	2,000	2,100	2,000

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## FY 2024-25 APPROVED OPERATING BUDGET

### General Fund

#### 100-415 Public Works

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#### **FOCUS AREA(S)**

Safety and Security, Transportation, High Service Levels/Quality of Life, Infrastructure

#### **Department Description**

The Public Works Department is responsible for reviewing construction drawings for private and capital improvement projects and monitoring of construction related activities, providing safe and convenient public thoroughfares and storm water control. It also provides for the safety of vehicular and pedestrian traffic through the installation, maintenance, and repair traffic control devices and maintains vehicles and equipment to the highest standards of safety and efficiency. It protects environmental quality and provides for the accurate and timely reading of water meters. The Department provides a safe and comfortable working environment for all employees and visitors in City facilities. Within the Public Works Department is the Administration, Engineering, Streets, Traffic, Environmental Services, Facilities and Fleet Services Division.

#### **Mission Statement**

The Public Works Department is dedicated to ensuring that the infrastructure of the City is constructed and maintained to the highest standard to protect the health, welfare and safety of the citizens and visitors of Grapevine. Our commitment is to be responsive and courteous while being committed to providing outstanding service to provide a great value to the Community.

#### **FY24 Department Accomplishments**

- Completed planning, design and construction of Kimball Road and Lakeridge Drive raising road by 8' to improve access and safety for the residents.
- Completed the installation of the traffic signal at Kubota and Grapevine Mills Boulevard North.
- Completed regrading and rebuilding of culverts and driveways on Forrest Hills, Ridge and Lakeridge to help with flooding issues.
- Awarded contracts and started construction on improvement projects at the Water Treatment and Wastewater Treatment Plants.
- Installed 2,500 automated meters throughout the distribution system.
- Upgraded the Hilton Lift Station with new pumps and motor control centers.
- Completed emergency repair for 2 sanitary sewer lines, Horseshoe Trail and Hillside Trail.

#### **FY25 Department Goals and Objectives**

- Perform required concrete repairs and re-pave two large residential additions. Perform maintenance work on several collector roads throughout the City.
- Update existing backlit sign faces with new logo.
- Remodel downstairs at City Hall.
- Complete installation of equipment telematics project this year to help division leaders improve dispatching of resources and improve preemptive maintenance. This data will also track fuel consumption to help identify areas where fuel costs can be reduced.
- Repair damaged gutter lines reducing the amount of ponding water on curb and gutter streets. Perform required erosion control on aboveground drainage facilities.
- Begin construction of building improvements and plant process improvements at the Water Treatment and Wastewater Treatment Plants.
- Maintain permit compliance at Water Treatment and Wastewater Treatment Plants.

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<b><u>EXPENDITURES BY DIVISION</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Administration	417,261	445,972	516,998	421,429	536,356
Engineering	979,733	1,108,055	1,228,268	1,042,867	1,292,919
Streets	1,765,243	1,932,242	1,939,563	1,798,578	2,043,095
Traffic	1,064,635	1,133,899	1,244,456	993,974	1,299,967
Environmental Services	373,884	445,014	485,891	456,129	508,648
Facilities Services	2,997,470	3,340,643	3,502,402	3,418,340	3,760,058
Fleet Services	1,632,123	2,388,687	2,076,182	2,581,499	2,288,994
<b>Total</b>	<b>9,230,349</b>	<b>10,794,512</b>	<b>10,993,760</b>	<b>10,712,816</b>	<b>11,730,037</b>

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**POSITION SUMMARY BY DEPARTMENT**

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

	2021-22	2022-23	2023-24	2023-24	2024-25
	Actual	Actual	Budget	Estimate	Approved
<b>PUBLIC WORKS</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	2.0	2.0	2.0	2.0	2.0
Deputy Director Public Works	0.5	0.5	0.5	0.5	0.5
Development, Engineering & Construction Manager	1.0	1.0	-	-	-
CIP Manager	-	-	1.0	1.0	1.0
Senior Civil Engineer	1.3	1.3	2.3	2.3	2.3
Civil Engineer	-	1.0	1.5	1.5	0.5
Graduate Engineer	1.0	-	-	-	-
Project Manager	1.0	1.0	-	-	-
Chief Construction Inspector	1.0	1.0	1.0	1.0	1.0
Construction Inspector II	1.0	-	-	-	-
Construction Inspector I	-	1.0	1.0	1.0	1.0
Engineering Technician	1.0	1.0	1.0	1.0	1.0
Assistant Director Public Works/Operations	0.5	0.5	0.5	0.5	0.5
Asset Manager	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
Senior Crew Leader	2.0	2.0	2.0	2.0	2.0
Equipment Operator III	3.0	3.0	4.0	4.0	4.0
Equipment Operator II	4.0	4.0	4.0	4.0	4.0
Equipment Operator I - CDL	6.0	6.0	5.0	5.0	5.0
Equipment Operator I	1.0	1.0	-	-	-
Skilled Trade Technician- Streets	-	-	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
Traffic Engineer	-	-	-	-	1.0
Signal Tech I	3.0	3.0	1.0	1.0	1.0
Signal Tech II	-	-	1.0	1.0	1.0
Traffic Tech II	1.0	1.0	1.0	1.0	1.0
Traffic Tech I	1.0	1.0	1.0	1.0	1.0
Signal Tech Apprentice	-	2.0	1.0	1.0	1.0
Environmental Manager	1.0	1.0	1.0	1.0	1.0
Environmental Spec II	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	-	-	-
Building Maintenance Technician II	3.0	3.0	4.0	4.0	4.0
Building Maintenance Technician I	2.0	2.0	1.0	1.0	1.0
Senior Building Maintenance Technician I	-	-	3.0	3.0	3.0
Facility Services Coordinator	-	-	1.0	1.0	1.0
Fleet Services Manager	1.0	1.0	1.0	1.0	1.0
Fleet Services Foreman	1.0	1.0	1.0	1.0	1.0
Fleet Parts/Warehouse Coordinator	1.0	2.0	1.0	1.0	1.0
Warehouse Supervisor	-	-	1.0	1.0	1.0
Master Mechanic	7.0	6.0	4.0	4.0	4.0
Journey man Mechanic	-	1.0	2.0	2.0	2.0
Preventive Maintenance Mechanic	-	-	1.0	1.0	1.0
Administrative Secretary	1.0	1.0	1.0	1.0	1.0
<b>TOTAL FULL-TIME POSITIONS</b>	<b>64.8</b>	<b>66.8</b>	<b>66.3</b>	<b>66.3</b>	<b>66.3</b>

**FY 2024-25 APPROVED OPERATING BUDGET**

**General Fund**

**Public Works – Administration**

**100-415-001**

**Division Description**

The Public Works Administration Division supports public and private development in the City including the 185 acres, Grapevine Main, Dallas Road Redevelopment Corridor, DFW Airport and other development areas. The Division works to secure funding from outside sources (NCTCOG, TxDOT and Tarrant County) for roadway infrastructure improvement and trail improvements and oversees administration of 10 operations divisions.

**FY24 Division Accomplishments**

- Received funding for East Wall and Snakey Lane from Tarrant County.
- Held a Public Hearing for the 50<sup>th</sup> year CDBG.
- Successfully managed 10 divisions.

**FY25 Division Goals and Objectives**

- Continue to support all the public and private developments in the City.
- Continue to work to secure funding from outside sources from NCTCOG, TxDOT and Tarrant County.

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Personnel	330,239	348,881	365,604	342,514	384,454
Supplies	12,557	13,089	18,500	13,908	15,500
Services	74,465	70,019	132,894	65,007	136,402
<b>Total</b>	<b>417,261</b>	<b>445,972</b>	<b>516,998</b>	<b>421,429</b>	<b>536,356</b>

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Address Corps Issues -Fairway Drive and Raw Water Line	2	2	2	2	2
Assist with infrastructure expansion on undeveloped DFW property within city limits	1	0	1	1	1
Assist with Dallas Rd redevelopment	1	0	1	1	1
Secure funding from NCTCOG and Tarrant County for roadway infrastructure improvements	0	4	1	3	2

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**FY 2024-25 APPROVED OPERATING BUDGET****General Fund****Public Works – Engineering Division****100-415-002****Division Description**

The Public Works Engineering Division minimizes response time to the public and respond to requests for information in a timely manner. The Division reviews plat submittals promptly to assure compliance with City codes. It also conducts private development plan reviews in a timely manner for compliance with City design requirements and specifications and develops successful Capital Improvement Projects through detailed construction plans and meeting project design schedules. It also ensures quality construction, reduce future maintenance costs, and maintain construction schedules of both CIP and private development projects through dedicated inspection and construction management. It is also responsible for processing franchise utility permits to safeguard City infrastructure and resident property.

**FY24 Division Accomplishments**

- Awarded nine contracts and contract amendments for design and on call services.
- Processed Advance Funding Agreements for the construction of Fairway Drive and Eules Grapevine Road.
- Filed 12 plats.
- Processed 180 franchise utility permits.
- Reviewed and approved XX plans for private development.
- Awarded the Fairway waterline project.
- Inspected and accepted nine private developments consisting of commercial and residential developments.

**FY25 Division Goals and Objectives**

- Review plans and start construction for Water Treatment and Wastewater Treatment Plant building and process improvements.
- Review 20 plats and amended plats.
- Process 200 franchise utility permits.
- Award the Fairway Drive and Eules Grapevine Road improvement projects in conjunction with TxDOT.
- Review plans for private development in a timely manner.

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Personnel	899,017	1,043,610	1,163,865	946,959	1,153,139
Supplies	14,515	18,445	13,800	13,861	14,800
Services	66,201	46,000	50,603	82,047	124,980
<b>Total</b>	<b>979,733</b>	<b>1,108,055</b>	<b>1,228,268</b>	<b>1,042,867</b>	<b>1,292,919</b>

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<b><u>PERFORMANCE INDICATORS</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Private Development					
Pavement constructed (square yards)	15,000	69,554	15,000	15,000	20,000
Water line constructed (linear feet)	10,000	15,275	10,000	10,000	15,000
Wastewater line constructed (linear feet)	10,000	3,137	10,000	10,000	10,000
Storm drain line constructed (linear feet)	8,000	4,610	2,000	2,000	2,500
Plats processed	30	9	15	15	20
Lot to Lot Drainage Inspections	N/A	275	300	300	200
Capital Development					
Design contracts awarded (water, wastewater &	4	2	3	3	4
WTP Rehab / Update Projects	2	0	1	1	1
WWTP rehab/update projects	2	1	1	1	2
Lift Station upgrades	1	0	0	0	2
Utility permits issued	N/A	200	150	150	100

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**FY 2024-25 APPROVED OPERATING BUDGET**

**General Fund**

**Public Works – Streets Division**

**100-415-003**

**Division Description**

The Public Works Streets Division is responsible for cutting out and repairing major street failures in advance of overlay and reconstruction programs, it overlays 80,000 square yards of streets, wedge mill gutter lines prior to street overlay, cracks seal 200 blocks of streets, utility cuts repaired within 7 working days and is responsible for cutting out and repairing 30,000 square feet of concrete slab.

**FY24 Division Accomplishments**

- Constructed a new 50 spot parking lot at Grapevine Golf to help with overflow parking.
- Rebuilt and added to the parking area at the Housing Authorities Starr Place Facility.
- Completed the largest road project ever taken on by in house Street workforce. Constructed over 400 feet of roadway on Kimball and Lakeridge. The roadway was raised an average of 8 feet for this project. Several acres of associated land were sloped and built with graded rock for erosion control.
- Large concrete repairs were accomplished on Ruth wall, Park, Hall Johnson, Grapevine Mills and Asbury Areas.
- Rebuilt and paved Snakey Lane in coordination with Tarrant County
- Emergency response with full team throughout the entire City for almost 3 weeks to provide debris removal due to major wind storms affecting the entire North Texas region.

**FY25 Division Goals and Objectives**

- Demolish old Police Department building and construct new 200-space parking lot.
- Construct additional parking lot at the golf course to accommodate new CVB Concourse building to be completed later in the year.
- Perform required concrete repairs and re-pave two large residential additions. Perform maintenance work on several collector roads throughout the City
- Repaving of the Service Center after the building construction is complete in the spring.
- Roadway paving behind the utility contractors throughout the City to get roadways back service quickly.

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Personnel	1,354,370	1,507,658	1,647,576	1,474,238	1,751,108
Supplies	244,604	164,835	109,900	145,347	109,900
Maintenance	1,821	24,417	4,000	4,753	4,000
Services	164,448	235,332	178,087	174,240	178,087
<b>Total</b>	<b>1,765,243</b>	<b>1,932,242</b>	<b>1,939,563</b>	<b>1,798,578</b>	<b>2,043,095</b>
<b><u>PERFORMANCE INDICATORS</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Square yards of overlay completed	100,000	100,000	80,000	80,000	80,000
Linear feet of gutter wedge milled	30,000	30,000	40,000	40,000	40,000
Linear feet of curb and gutter replaced	3,000	3,000	2,000	2,000	3,000
Number of blocks crack sealed	130	130	200	200	200
Square feet of concrete rehab	35,000	35,000	30,000	30,000	30,000



**FY 2024-25 APPROVED OPERATING BUDGET**

**General Fund**

**Public Works – Traffic Operations**

**100-415-004**

**Division Description**

The Public Works Traffic Operations Division is responsible for conducting annual routing maintenance of traffic signals and school zone flashers and conducting the annual roadway striping program including the traffic sign replacement program. The Division continues to perform traffic signal timing improvements on major arterials, primarily through enhancement of the adaptive traffic signal system. This Division is also responsible for the implementation of an advanced traffic management system for traffic incident detection and for providing road condition information to the public.

**FY24 Division Accomplishments**

- Installed Backlit Street Signs.
- Installed Glen Hope School Crossing Signal.
- Completed Kubota Traffic Signal.
- Re-lamped School Flashers.
- Installed street Lights at new Ferguson Subdivision.

**FY25 Division Goals and Objectives**

- Update existing backlit sign faces with new logo.
- Install Battery Back up at FM2499/Riverwalk traffic signal.
- Replace Old auto-scope traffic detection at SH26 at Bass Pro and FM2499 at Grapevine Mills Blvd. North.
- Install Parking Lot lights at Service Center Employee lot.
- Install new PTZ cameras at Dove Loop at Main and Dove Loop at Dove Rd.

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Personnel	632,577	572,622	643,654	494,131	650,665
Supplies	19,082	42,702	34,740	38,531	34,740
Services	412,976	518,575	566,062	461,312	614,562
Capital Outlay	-	-	-	-	-
<b>Total</b>	<b>1,064,635</b>	<b>1,133,899</b>	<b>1,244,456</b>	<b>993,974</b>	<b>1,299,967</b>

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Annual maintenance of traffic signals [total of 71]	50	50	50	50	50
Annual striping program	75,000	35,000	75,000	75,000	75,000
Repair / replace traffic signs	600	600	600	600	600
Replace crosswalks annually	20	43	20	20	20

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## FY 2024-25 APPROVED OPERATING BUDGET

### General Fund

#### Public Works – Environmental Services

100-415-005

#### **Division Description**

The Public Works Environmental Services Division is responsible for providing the following services:

- Materials Management - Provides trash and recycle service to our businesses and residents. Evaluates service provider as well as customers and educates and assist businesses and residents.
- Pre-Treatment - Protects our Sewer Collection System and Wastewater Treatment Plants. It implements audits, inspections, and samples of industrial and commercial generators and assists utilities with sewer blockages and overflows. It also educates and assists businesses and residents.
- Stormwater - Protects streams and lake from pollution, implements best management practices (BMPs) and educates and assists businesses and residents.
- Environmental Response – Provides immediate emergency / spill response within 24 hours to businesses and residents environmental concerns.
- Vector Control - Protects people from disease carrying mosquitoes and implements Tarrant County Public Health vector control recommendations.
- Drinking Water - Protects people from tap water contamination and implements management system for backflow and cross-connection prevention and educates and assists businesses and residents.
- Air Quality - Develops strategies to improve energy efficiency and emission reduction.

#### **FY24 Division Accomplishments**

- Implemented a dozen or more Outreach and Education Initiatives (e.g. Environmental Services Calendar).
- Held a household hazardous waste event in the spring and a similar recycle only event in the Fall.
- Conducted several Audits of Republic Services to address duties and obligations associated with our agreement with them.
- Wrote a grant for and received a screener to address materials management and haul, and disposal costs associated with in-house construction projects.
- Conducted greater than 50 multi-media audits to audit businesses to verify adherence to vector control, stormwater, backflow prevention, sewer, and if applicable air quality requirements.
- Implemented surcharge requirements at three separate businesses to help encourage measures that reduce excessive strength waste from entering our sewer system and causing hydrogen sulfide corrosion
- Implemented 5 minimum control measures via 37 best management practices; as well as, addressed 19 Illicit Discharges associated with chemical, sewer, fuel, pools, and potable water.

#### **FY25 Division Goals and Objectives**

Implement performance initiatives and activities in the following program areas to the best of our ability. By continuing the daily process of identifying & capitalizing on opportunities for continuous value-added improvement with existing and new program initiatives, tasks, and/or activities.

- Vector Control (mosquitoes).
- Materials Management (trash & recycle).
- Pre-Treatment (sewer water).
- Stormwater (stream and lake water).
- Backflow Prevention (drinking water).
- Air Quality – (sustainability).

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Personnel	305,918	330,125	335,047	325,820	354,476
Supplies	14,855	23,323	22,461	21,282	22,819
Maintenance	560	-	1,903	-	1,903
Services	52,551	91,566	126,480	109,027	129,450
<b>Total</b>	<b>373,884</b>	<b>445,014</b>	<b>485,891</b>	<b>456,129</b>	<b>508,648</b>

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Outreach and education initiatives	12	15	12	12	12
Field evaluation / audits of solid waste service provider	12	14	12	12	12
Conduct commercial and industrial multi-media audits	50	51	50	50	50
Sample industrial & commercial pre-treatment generators	20	26	20	20	20
Phase II storm water construction audits	12	15	12	12	12
Implement Phase II storm water BMPs	37	37	28	37	28

**FY 2024-25 APPROVED OPERATING BUDGET**

**General Fund**

**Public Works – Facilities Services**

**100-118-002**

**Division Description**

The Public Works Facilities Division is responsible for providing public safety building by maintaining lighting control upgrade and painting in our Municipal Court offices including the REC and installing access control at the Oak Grove Baseball Complex. It is also responsible for replacing the fan power heat boxes that provide heat in Grapevine City Hall. It is responsible for maintaining and upkeeping all city buildings including the Municipal Service Center and the Grapevine Library. The Division strives to maintain completion of work orders within seven working days and preventive maintenance tasks to a 95% or greater.

**FY24 Division Accomplishments**

- Replaced lighting control panels at the REC.
- Replaced 3 VAV boxes and controllers at City Hall.
- Upgraded Facilities our work order system.
- ADA deficiencies were completed at the Vine.
- Bay floor was resurfaced at Fire Station 5.

**FY25 Division Goals and Objectives**

- Maintain completion of work orders within seven working days and preventive maintenance tasks to a 95% or greater completion.
- Continue to replace VAV boxes and controllers in City Hall.
- Remodel downstairs at City Hall.
- Resurface the Fleet epoxy flooring at the Service Center.
- Remodel kitchen cabinets and countertops at Station 5.

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Personnel	823,178	838,341	925,826	847,020	1,013,363
Supplies	112,256	137,909	122,750	146,142	135,850
Maintenance	490,847	704,582	501,102	659,634	501,102
Services	1,571,189	1,659,811	1,952,724	1,765,544	2,109,743
<b>Total</b>	<b>2,997,470</b>	<b>3,340,643</b>	<b>3,502,402</b>	<b>3,418,340</b>	<b>3,760,058</b>

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Annual major work orders completed	7,300	7,500	7,500	6,941	7,300
Non-emergency work orders completed within seven working days	94%	96%	96%	97%	1
Annual emergency call-outs (after hours)	62	100	100	91	100
Number of facilities maintained	100 City 98 Housing	101 City 98 Housing	101 City 98 Housing	101 City 98 Housing	101 City 98 Housing
Percent of preventative maintenance tasks completed on schedule	98%	96%	96%	96%	98%

**FY 2024-25 APPROVED OPERATING BUDGET**

**General Fund**

**Public Works – Fleet Services**

**100-108-001**

**Division Description**

The Public Works Fleet Services Division is responsible for maintaining a low on the job, shop accident rate, maintaining an aggressive preventative, predictive maintenance program. The Division uses only top-quality repair techniques to minimize vehicle downtime, while maintaining part procurement efficiency, it continuously monitors the average age of the fleet and replaces vehicles when it is found to be cost effective. It maintains properly specified vehicles and equipment within each department’s programs needs for efficiency and standardization during replacement. It is also responsible for continuously monitor all parts, fuel costs, and quality to maintain cost effectiveness and vehicle reliability and maintaining sufficient warehouse supplies and stock for city wide departmental use.

**FY24 Division Accomplishments**

- Recovered from a post-COVID staffing shortage and is now fully operational. The shop has attracted high quality technicians to maintain our equipment to the highest standard of efficiency, safety, longevity, and availability.
- Completed many upgrades to maintenance shop and made improvements that increase production, safety, and job satisfaction by reorganizing and conditioning our work environment.
- Overall fuel consumption is in a downward trajectory based on a Fleet replacement policy aimed at replacing aging & high maintenance equipment with fuel-efficient right-sized vehicles.
- Over the past two years, about 18% of our fleet equipment has been replaced or is in the final stages of replacement. This is projected to reduce fuel costs, maintenance costs, and downtime.
- Improved the General/ Fleet warehouse inventory processes by introducing a web-based operating system capable of identifying obsolete and low-turnover parts. Staff has reduced waste and increase parts inventory in key areas to increase shop productivity.

**FY25 Division Goals and Objectives**

- The Fleet division strives to maintain a high level of equipment availability while operating as efficiently as possible.
- Complete installation of equipment telematics project this year to help division leaders improve dispatching of resources and improve preemptive maintenance. This data will also track fuel consumption to help identify areas where fuel costs can be reduced.
- Technician training is an area of focus this year due to the specialized skills required in repairing Fire Apparatus and Police vehicles as well as other specialty equipment. Strive for efficient balance between sublet and in-house repairs.
- Improvement in customer service and communication. Plan to implement tools within the Fleet management system and open customer portal to meet this goal. This will allow transparency to the repair and maintenance of equipment including cost, scheduling, and equipment replacement information. Expectation is that this will help with planning vehicle maintenance and improve equipment availability.

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2023-24</b>	<b>2024-25</b>
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimate</b>	<b>Approved</b>
Personnel	792,194	720,020	914,181	678,138	983,545
Supplies	464,528	689,776	675,320	719,775	729,230
Maintenance	339,591	806,528	452,060	1,044,273	452,060
Services	35,810	144,874	34,621	139,313	124,159
Capital Outlay	-	27,489	-	-	-
<b>Total</b>	<b>1,632,123</b>	<b>2,388,687</b>	<b>2,076,182</b>	<b>2,581,499</b>	<b>2,288,994</b>

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<b><u>PERFORMANCE INDICATORS</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Average of PM's completed monthly	44	70	65	71	75
Average Minor Repairs completed monthly	148	131	165	135	150
Average Inspections completed monthly	20	27	25	22	25
Average misc. fabricating and body repairs monthly	5	5	10	6	6
Average Major Repairs completed monthly	25	20	25	25	25
Average number of work orders performed monthly	285	205	300	199	220
Average Percent of total fleet availability (daily)	97%	97%	97%	97%	97%
Average warehouse and part stock availability	98%	50%	98%	60%	80%

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<b>FY 2024-25 APPROVED OPERATING BUDGET</b>
<b>General Fund</b>
<b>Building Services</b>
<b>100-418-001</b>

**FOCUS AREA(S)**

High Service Levels/Quality of Life, Safety and Security

**Department Description**

The Building Services Department is responsible for providing the maximum quality of plan review and inspection by certified professionals on an ongoing basis ensuring the construction codes of the city are complied with by developers, architects, engineers and contractors. The Department is also responsible for conducting plan reviews and inspections to create public confidence in the safety and security of the built environment in Grapevine, Texas.

**Mission Statement**

The mission of Grapevine Building Services is to protect the health and safety of our citizens through the adoption and enforcement of modern building codes with the highest standard of service to our community.

**FY24 Department Accomplishments**

- Successfully implemented digital permit submittal and review.
- Facilitated the adoption of the 2021 I-codes.

**FY25 Department Goals and Objectives**

- Obtain certifications in adopted technical codes.
- Convert permit documents into Laserfiche digitized format.

<b><u>EXPENDITURES BY DIVISION</u></b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2023-24</b>	<b>2024-25</b>
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimate</b>	<b>Approved</b>
Administration	759,649	756,880	877,677	878,152	927,178
<b>Total</b>	<b>759,649</b>	<b>756,880</b>	<b>877,677</b>	<b>878,152</b>	<b>927,178</b>

<b>POSITION SUMMARY BY DEPARTMENT</b>
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**PERS ONNEL - FULL TIME EQUIVALENTS (FTE)**

<b>BUILDING SERVICES</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2023-24</b>	<b>2024-25</b>
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimate</b>	<b>Approved</b>
Building Official	-	-	1.0	1.0	1.0
Assistant Building Official	-	-	1.0	1.0	1.0
Building Inspector II	-	-	4.0	3.0	3.0
Plans Examiner/Inspector	-	-	-	1.0	1.0
Building Services Assistant	-	-	1.0	1.0	1.0
Building Permit Clerk	-	-	2.0	2.0	2.0
<b>TOTAL FULL-TIME POSITIONS</b>	<b>-</b>	<b>-</b>	<b>9.0</b>	<b>9.0</b>	<b>9.0</b>

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<b><u>PERFORMANCE INDICATORS</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Average number of days for plan review comments to be forwarded to applicant:					
Residential	3	2	3	3	3
Signs	3	1	3	1	3
Commercial alterations and finish outs	10	2	5	2	3
New commercial buildings	15	3	10	3	7



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## FY 2024-25 APPROVED OPERATING BUDGET

### General Fund

### Planning Services

100-419-001

#### **FOCUS AREA(S)**

High Service Levels/Quality of Life, Safety and Security

#### **Department Description**

The Planning Services Department manages long-range planning and research, review of zoning applications, and other development requests to ensure compliance with City requirements. The Department works closely with property owners, developers, the community, and other city staff on a variety of projects. The Department is responsible for ensuring land use ordinances and regulations are current with state law, utilizing industry best management practices (BMPs), facilitating educational development for Boards and Commissions involved in land use decisions, facilitating a professional and consistent development review process and implementing technology upgrades to promote accessibility of information for residents and business owners. The Department is also responsible for gaining voluntary compliance of nuisance, health, and safety violations through public education and community partnerships.

#### **Mission Statement**

The mission of the Planning Services Department is to provide professional service, promote community awareness, protect the integrity of Grapevine's neighborhoods, and improve the quality of life of citizens through effective public contact and education, cooperative partnerships, and enforcing the city's ordinances equitably.

#### **FY24 Department Accomplishments**

- Involved in 13 unique legislative amendments.
- Reviewed over 75 development projects.
- Hosted the American Planners Association Midwest Chapter tour of historic Grapevine.
- Facilitated 10 workshops to review and revise the Future Land Use map.
- Implemented electronic plan review software across various departments.
- Worked with a third-party to bring the Zoning Ordinance into compliance with recent state legislative sessions.

#### **FY25 Department Goals and Objectives**

- Review and propose amendments to the Zoning Ordinance to create a consistent and user-friendly document and include compliance with state mandated land use legislation.
- Respond to zoning/development and nuisance, health and safety inquiries in a timely manner, typically within 24 hours.
- Maintain and update the city's official zoning map, future land use map, Zoning and Ordinance and Comprehensive Plan (Master Plan), as needed.
- Conduct several training and workshops on topical subjects with Boards and Commissions.
- Maintain/update active development application files and track activity for reference including metrics.
- Refine and amend standard operating procedures documents for Planning and Code Enforcement divisions.
- Continuously monitor and update tools and systems to provide greater transparency of our programs and services.
- Inspect and identify offenses, notify property owners and tenants of offensive conditions, educates and cooperates with citizens to remediate offenses and coordinates with Municipal Court.
- Coordinate with other city departments and state agencies.

<b><u>EXPENDITURES BY DIVISION</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Administration	567,405	697,570	838,289	772,364	894,776
<b>Total</b>	<b>567,405</b>	<b>697,570</b>	<b>838,289</b>	<b>772,364</b>	<b>894,776</b>

<b>POSITION SUMMARY BY DEPARTMENT</b>
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**PERSONNEL - FULL TIME EQUIVALENTS (FTE)**

<b>PLANNING SERVICES</b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Director of Planning Services	-	-	1.0	1.0	1.0
Planner II	-	-	1.0	1.0	1.0
Planner I	-	-	1.0	1.0	1.0
Code Enforcement Officer	-	-	1.0	1.0	1.0
Senior Code Enforcement Officer	-	-	1.0	1.0	1.0
Planning Tech	-	-	1.0	1.0	1.0
<b>TOTAL FULL-TIME POSITIONS</b>	<b>-</b>	<b>-</b>	<b>6.0</b>	<b>6.0</b>	<b>6.0</b>

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2020-21 Actual</b>	<b>2021-22 Actual</b>	<b>2022-23 Budget</b>	<b>2022-23 Estimate</b>	<b>2023-24 Approved</b>
Personnel	521,561	602,947	645,163	632,145	701,553
Supplies	15,134	28,573	30,096	26,047	30,096
Services	30,710	66,050	163,030	114,172	163,127
<b>Total</b>	<b>567,405</b>	<b>697,570</b>	<b>838,289</b>	<b>772,364</b>	<b>894,776</b>

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Average staff processing time for initial review of zoning, conditional and special use applications (days)	21	21	10	10	10
Average response from applicant regarding initial review (days)	7	7	7	7	7
Public hearing case preparation time	16	16	16	16	16
Variance application processing time	36	36	30	30	30
Administrative site plan processing time	30	30	30	30	30
Number of workshops with the Planning and Zoning Commission	3	3	4	12	12
Average days from violation confirmation to voluntary compliance.	N/A	N/A	10	10	10
Average days from violation confirmation to forced compliance.	N/A	N/A	60	60	60
Number of departments involved in adoption of new technology tools such as online plan review platforms and GIS mapping systems to decrease processing time and increase collaboration.	N/A	N/A	N/A	6	6
Number of training sessions, workshops, or certifications related to Planning and Code Enforcement attended by staff.	N/A	N/A	N/A	6	6
Number of community engagement events and organizations.	N/A	N/A	N/A	5	5

**FY 2024-25 APPROVED OPERATING BUDGET**  
**STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE**  
**DEBT SERVICE FUND**

	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Estimate	2024-25 Approved
<b>BEGINNING FUND BALANCE:</b>	6,681,805	6,997,402	6,778,612	6,778,612	7,537,063
<b>OPERATING REVENUE:</b>					
Property Taxes Current	12,926,116	13,012,813	13,105,949	12,900,000	13,000,000
Property Taxes Delinquent	131,464	83,595	70,000	90,000	70,000
Miscellaneous Revenue	22,915	7,094	-	-	-
Interest Income	55,788	342,176	150,000	365,000	150,000
Total Operating Revenue	13,136,283	13,445,678	13,325,949	13,355,000	13,220,000
<b>TRANSFERS IN:</b>					
Transfer from CVB Fund	658,675	-	659,400	659,400	666,555
Transfer from Storm Drainage	-	-	-	-	222,815
Transfer from Lake Park	-	-	-	-	50,830
Transfer from Water Utility	-	-	-	-	1,632,815
Transfer from Economic Development Fund	1,398,894	1,401,444	1,398,169	1,398,169	1,398,453
Total Transfers In	2,057,569	1,401,444	2,057,569	2,057,569	3,971,468
<b>TOTAL REVENUE AND TRANSFERS</b>	15,193,852	14,847,122	15,383,518	15,412,569	17,191,468
<b>OPERATING EXPENDITURES:</b>					
G. O. Bond Interest Payments	1,814,132	1,595,543	1,389,543	1,389,543	1,241,168
G. O. Bond Principal Payments	6,220,000	6,485,000	5,710,000	5,710,000	5,895,000
C. O. Interest Payments	1,772,637	2,047,281	2,111,850	2,111,850	3,648,923
C. O Principle Payments	2,875,000	2,675,000	3,235,000	3,235,000	4,220,000
Tax and Note Interest Payments	498,894	471,444	443,169	443,169	413,453
Tax and Note Principal Payments	900,000	930,000	955,000	955,000	985,000
Fiscal Agent and Bond Fees	126,854	199,725	-	150,000	-
Transfers	670,738	661,919	659,556	659,556	666,056
Total Operating Expenditures	14,878,255	15,065,912	14,504,118	14,654,118	17,069,600
<b>TRANSFERS OUT:</b>					
<b>TOTAL EXPENDITURES AND TRANSFERS</b>	14,878,255	15,065,912	14,504,118	14,654,118	17,069,600
<b>SURPLUS (DEFICIT) OF REVENUE OVER (UNDER) EXPENDITURES:</b>	315,597	(218,790)	879,400	758,451	121,868
<b>ENDING FUND BALANCE:</b>	6,997,402	6,778,612	7,658,012	7,537,063	7,658,931
<b>FUND BALANCE REQUIREMENT:</b>	2,934,889	2,932,508	2,861,086	2,890,675	3,367,154

\* Fund balance requirement is 20% of total budgeted expenditures (72 days of operation).  
The FY 2024-2025 projected Ending Fund Balance represents 45% of total budgeted expenditures (164 days of operation).

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

Account Description	2021-22	2022-23	2023-24	2023-24	2024-25	Change	Change
	Actual	Actual	Budget	Estimate	Approved	from FY23 Actual	from FY24 Budget
31100 General Property Tax Current	12,926,116	13,012,813	13,105,949	12,900,000	13,000,000	0%	-1%
31101 General Property Tax Late	69,727	9,977	30,000	50,000	30,000	201%	0%
31103 General Property Tax Penalties	61,737	73,618	40,000	40,000	40,000	-46%	0%
39230 Interest On Investments	55,788	342,176	150,000	365,000	150,000	-56%	0%
39999 Miscellaneous Revenue	22,915	7,094	-	-	-	-100%	
<b>OPERATING REVENUE</b>	<b>13,136,283</b>	<b>13,445,678</b>	<b>13,325,949</b>	<b>13,355,000</b>	<b>13,220,000</b>	<b>-2%</b>	<b>-1%</b>
53115 Operating Transfers In - CVB	658,675	-	659,400	659,400	666,555		1%
53116 Operating Transfers In - SDUS	-	-	-	-	222,815		
53119 Operating Tsfer In-Lake Parks	-	-	-	-	50,830		
53124 Oper. Tsfer In-4-B	1,398,894	1,401,444	1,398,169	1,398,169	1,398,453	0%	0%
53200 Oper.Trans.In-Water Utility	-	-	-	-	1,632,815		
<b>TRANSFERS IN</b>	<b>2,057,569</b>	<b>1,401,444</b>	<b>2,057,569</b>	<b>2,057,569</b>	<b>3,971,468</b>	<b>183%</b>	<b>93%</b>
<b>DEBT SERVICE REVENUE</b>	<b>15,193,852</b>	<b>14,847,122</b>	<b>15,383,518</b>	<b>15,412,569</b>	<b>17,191,468</b>	<b>16%</b>	<b>12%</b>

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**BOND DEBT SERVICE**

**City of Grapevine, Texas  
Aggregate General Obligation Debt Outstanding  
As of October 1, 2024**

<b>Period Ending</b>	<b>Principal</b>	<b>Coupon</b>	<b>Interest</b>	<b>Debt Service</b>
09/30/2025	12,660,000	** %	5,239,146.54	17,899,146.54
09/30/2026	13,230,000	** %	4,723,430.01	17,953,430.01
09/30/2027	11,010,000	** %	4,299,586.26	15,309,586.26
09/30/2028	11,250,000	** %	3,951,807.51	15,201,807.51
09/30/2029	11,525,000	** %	3,600,000.01	15,125,000.01
09/30/2030	11,400,000	** %	3,257,836.26	14,657,836.26
09/30/2031	11,565,000	** %	2,929,567.51	14,494,567.51
09/30/2032	11,935,000	** %	2,603,252.51	14,538,252.51
09/30/2033	12,265,000	** %	2,262,710.64	14,527,710.64
09/30/2034	7,635,000	** %	1,943,481.27	9,578,481.27
09/30/2035	7,900,000	** %	1,659,478.14	9,559,478.14
09/30/2036	6,980,000	** %	1,391,343.76	8,371,343.76
09/30/2037	7,235,000	** %	1,132,159.38	8,367,159.38
09/30/2038	6,895,000	** %	871,562.50	7,766,562.50
09/30/2039	4,685,000	** %	652,625.00	5,337,625.00
09/30/2040	3,310,000	** %	502,350.00	3,812,350.00
09/30/2041	3,435,000	** %	380,250.00	3,815,250.00
09/30/2042	2,900,000	4.000%	260,000.00	3,160,000.00
09/30/2043	2,475,000	4.000%	152,500.00	2,627,500.00
09/30/2044	2,575,000	4.000%	51,500.00	2,626,500.00
	<b>162,865,000</b>		<b>41,864,587.30</b>	<b>204,729,587.30</b>

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**BOND DEBT SERVICE**

**City of Grapevine, Texas  
Aggregate Outstanding 4B Economic Development Corporation Debt  
As of October 1, 2024**

<b>Period Ending</b>	<b>Principal</b>	<b>Coupon</b>	<b>Interest</b>	<b>Debt Service</b>
09/30/2025	985,000	3.125%	413,453.13	1,398,453.13
09/30/2026	1,015,000	3.250%	381,568.75	1,396,568.75
09/30/2027	1,050,000	3.250%	348,012.50	1,398,012.50
09/30/2028	1,085,000	3.500%	311,962.50	1,396,962.50
09/30/2029	1,125,000	3.500%	273,287.50	1,398,287.50
09/30/2030	1,170,000	4.000%	230,200.00	1,400,200.00
09/30/2031	1,220,000	4.000%	182,400.00	1,402,400.00
09/30/2032	1,265,000	4.000%	132,700.00	1,397,700.00
09/30/2033	1,315,000	4.000%	81,100.00	1,396,100.00
09/30/2034	1,370,000	4.000%	27,400.00	1,397,400.00
	<b>11,600,000</b>		<b>2,382,084.38</b>	<b>13,982,084.38</b>

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**FY 2024-25 APPROVED OPERATING BUDGET  
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE  
FUND 174 - CAPITAL/STREET MAINTENANCE PROGRAM**

	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Estimate	2024-25 Approved
<b>OPERATING REVENUE:</b>					
Miscellaneous	37,472	99,774	-	-	-
Interest Income	27,677	155,558	10,000	10,000	30,000
<b>Total Operating Revenue</b>	<b>65,149</b>	<b>255,332</b>	<b>10,000</b>	<b>10,000</b>	<b>30,000</b>
<b>TRANSFERS IN:</b>	<b>7,414,840</b>	<b>1,711,090</b>	<b>2,670,000</b>	<b>2,670,000</b>	<b>4,899,450</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>7,479,989</b>	<b>1,966,422</b>	<b>2,680,000</b>	<b>2,680,000</b>	<b>4,929,450</b>
<b>OPERATING EXPENDITURES:</b>					
Facilities Maintenance	332,845	832,592	700,000	700,000	755,000
Parks Maintenance	572,682	1,139,750	1,162,000	1,162,000	1,862,000
Street Maintenance and Overlay	53,796	2,175,373	2,308,000	2,308,000	2,232,450
Americans with Disabilities Act	-	-	-	-	50,000
Wages Contract Labor	-	89,998	-	-	-
<b>Total Operating Expenditures</b>	<b>959,323</b>	<b>4,237,713</b>	<b>4,170,000</b>	<b>4,170,000</b>	<b>4,899,450</b>
<b>TOTAL EXPENDITURES AND TRANSFERS</b>	<b>959,323</b>	<b>4,237,713</b>	<b>4,170,000</b>	<b>4,170,000</b>	<b>4,899,450</b>



**FY 2024-25 APPROVED OPERATING BUDGET  
FUND 174 - CAPITAL MAINTENANCE PROGRAM**

**PUBLIC WORKS MAINTENANCE PROJECTS**

174-118-1	City Hall Repairs &	\$ 65,000
174-118-2	The Rec Repairs & Maint	\$ 80,000
174-118-3	PSB/Court Repairs &	\$ 55,000
174-118-4	Service Ctr. Repair	\$ 195,000
174-118-5	Library Repairs & Maintenance	\$ 10,000
174-118-6	The Vine Repairs & Maintenance	\$ 10,000
174-118-7	Fire Station Repairs	\$ 120,000
174-118-9	Parks Bldgs Repairs	\$ 70,000
174-118-1	Police Substation	\$ 15,000
174-118-12	Roof Program	\$ 15,000
174-118-13	Reserved For Emergency Repairs	\$ 20,000
174-118-18	Service Center Storage Area	\$ 50,000
174-118-20	Electrical Maint & Repairs	\$ 25,000
174-118-24	Lighting Upgrades	\$ 15,000
174-118-25	Gun Range	\$ 10,000
<b>TOTAL PUBLIC WORKS MAINTENANCE PROJECTS</b>		<b>\$ 755,000</b>

**PARKS MAINTENANCE PROJECTS**

174-312-51	Irrigation Replacement	\$ 50,000
174-312-52	Landscaping	\$ 200,000
174-312-54	Court Resurfacing	\$ 20,000
174-312-55	Athletic Field Maint	\$ 30,000
174-312-56	Trail Maintenance	\$ 15,000
174-312-57	Fence Replacements	\$ 40,000
174-312-59	Drinking Fountains Upgrades	\$ 10,000
174-312-60	Park Signage Replace	\$ 25,000
174-312-61	Trash Receptacle Rep	\$ 15,000
174-312-63	Park Maintenance Pro	\$ 85,000
174-312-65	Play Ground Surface	\$ 200,000
174-312-66	Small Park Amenities	\$ 30,000
174-312-67	Playground Accessibility	\$ 230,000
174-312-68	Special Events Equipment	\$ 15,000
174-312-69	Recreation Repairs And Maintenance	\$ 125,000
174-312-70	Aquatics Repairs And Maintenance	\$ 490,000
174-312-75	Holiday Decorations	\$ 65,000
174-312-77	Park Facility Upgrades	\$ 57,000
174-312-79	Oak Grove Ballfield Complex	\$ 140,000
174-312-82	Botanical Gardens	\$ 20,000
<b>TOTAL PARKS MAINTENANCE PROJECTS</b>		<b>\$ 1,862,000</b>

**PUBLIC WORKS STREETS**

174-415-90	Transportation Infrastructure Maintenance	\$ 1,618,000
174-415-93	Transportation Infrastructure Maintenance	\$ 614,450
<b>TOTAL PUBLIC WORKS STREETS PROJECTS</b>		<b>\$ 2,232,450</b>

**AMERICANS WITH DISABILITIES ACT**

174-610-0-	Building Maintenance	\$ 50,000
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<b>TOTAL CAPITAL MAINTENANCE PROGRAM</b>		<b>\$ 4,899,450</b>
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# Capital Improvement Projects

Fiscal year 2025 capital expenditures include projects to improve parks, rehab water and wastewater infrastructure, enhance city facilities, and replace fleet vehicles. Funding for capital improvement projects comes from various sources including debt issuances, operating budgets, and grants.

	FY2025	FY2026	FY2027	FY2028	FY2029
Settlers Park	\$800,000	\$3,700,000			
The REC of Grapevine		\$6,500,000	\$6,500,000		
Water Utility	\$20,000,000	\$20,000,000	\$20,000,000	\$20,000,000	\$20,000,000
Fleet Replacement	\$3,744,000	\$5,500,000	\$4,000,000	\$4,000,000	\$4,000,000
IT Infrastructure	\$343,000		\$3,000,000		
City Hall Renovations	\$861,000				
<b>Total</b>	<b>\$25,748,000</b>	<b>\$35,700,000</b>	<b>\$33,500,000</b>	<b>\$24,000,000</b>	<b>\$24,000,000</b>

**Project Name:** Settlers Park

**Responsible Department:** Parks and Recreation

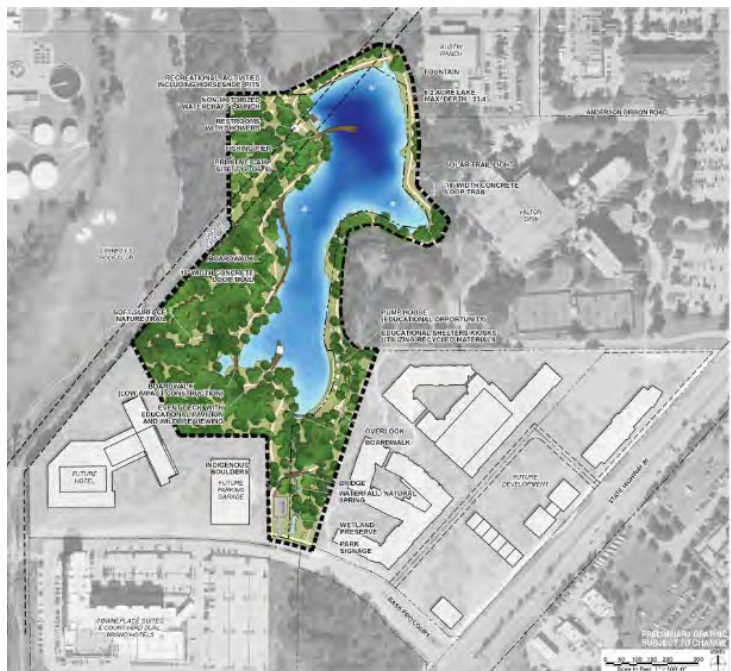
**Location:** 1701 State Highway 26

**Total five-year estimated cost:**  
\$4,500,000

**Funding Source:** Multiple

**Description:** Phase one of Settlers Park is nearing completion and Phase two is being planned. The park is a unique natural oasis in the midst of urban development. Located in the northern section of Grapevine just northwest of SH 26 and north of Bass Pro Court, the park includes a 15.9-acre land acquisition from Grapevine Equity Partners, LLC, of

which 6.2 acres is a spring fed pond surrounded by mature wooded areas. With assistance from Texas Parks & Wildlife Department grant funding, the park will include the following recreation amenities at full build-out: concrete trails and trail connections, soft trails, naturalized stream with waterfall - existing stream to be restored and enhanced, interpretive signage, boardwalks, pavilion on the lake - educational event deck and wildlife viewing , terraced picnic/seating area, primitive camping areas, lake overlook, lake fountains - aeration for healthier aquatic life, fishing pier, kayak/canoe launch, restroom facility.





**Project Name:** The REC of Grapevine

**Responsible Department:** Parks & Recreation

**Location:** 1175 Municipal Way

**Total five-year estimated cost:** \$13,000,000

**Funding Source:** TBD

**Description:** Project will expand numerous areas of the facility resulting in approximately 32,500 additional square feet. Areas to be expanded include the fitness area, classrooms, and childwatch. The project is currently undergoing planning and design with construction potentially beginning in FY2026 or FY2027.

**Project Name:** Water Utility

**Responsible Department:** Public Works

**Location:** Multiple

**Total five-year estimated cost:** \$100,000,000

**Funding Source:** Multiple



**Description:** This project will complete the multi-year administrative building remodels along with wastewater train improvements. Funding will also be used to rehab water and sewer lines in and around the downtown area, complete phase 2 of the golf course water line, replace various aerial sewer crossings, and rehab the Dove sewer force main.

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**Project Name:** Fleet Replacement

**Responsible Department:** Public Works

**Location:** N/A

**Total five-year estimated cost:** \$21,244,000

**Funding Source:** Cash and Certificates of Obligation for large fire apparatus.

**Description:** Acquiring vehicles and equipment for police, fire, emergency services, public works, utilities and parks and recreation purposes.



**Project Name:** IT Infrastructure

**Responsible Department:** Information Technology

**Location:** Multiple

**Total five-year estimated cost:** \$3,343,000

**Funding Source:** Cash

**Description:** The FY2025 project includes replacement of end-of-life Storage Area Networks (SANs) which provide data storage for city file shares.



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**Project Name:** City Hall Renovations

**Responsible Department:** Public Works

**Location:** 200 S Main St.

**Total five-year estimated cost:**  
\$861,000

**Funding Source:** Cash



**Description:** This project will renovate numerous downstairs customer service areas assigned to Utility Billing, Planning Services, Building Services, and Engineering. The new areas will match the existing style and colors while adding new partitions, doors, and vestibule.

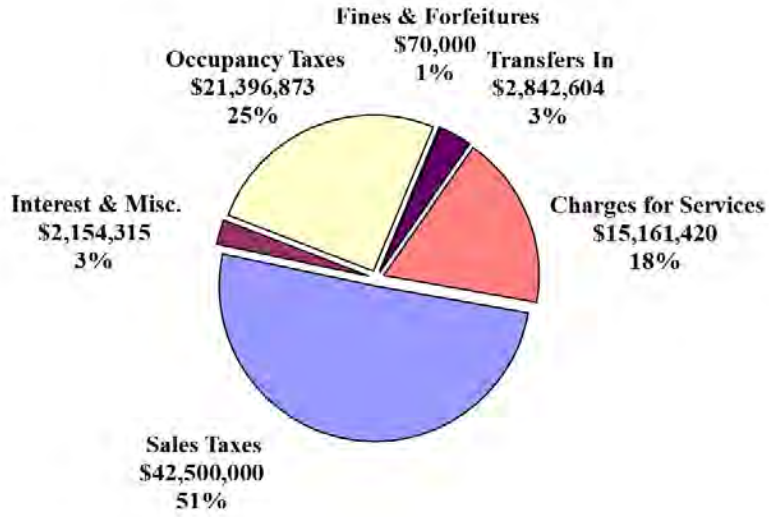
CITY OF GRAPEVINE, TEXAS  
 FY 2024-25 APPROVED OPERATING BUDGET  
 SUMMARY TABLE OF ALL FUNDS

**-- 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</b>								
<b>AND OTHER FINANCING SOURCES:</b>								
Sales Taxes				21,250,000		15,937,500	5,312,500	42,500,000
Occupancy Taxes	16,194,941	5,201,932						21,396,873
Fines and Forfeitures				70,000				70,000
Charges for Services	9,658,620		1,540,000	446,000	3,516,800			15,161,420
Interest Income	908,000	180,000	17,000	35,000			341,715	1,481,715
Transfers In	425,816			2,416,788				2,842,604
Miscellaneous	506,000	15,000		11,600	140,000			672,600
<b>Total Revenues</b>	<b>27,693,377</b>	<b>5,396,932</b>	<b>1,557,000</b>	<b>24,229,388</b>	<b>3,656,800</b>	<b>15,937,500</b>	<b>5,654,215</b>	<b>84,125,212</b>
<b>EXPENDITURES</b>								
<b>AND OTHER FINANCING USES:</b>								
Personnel	8,179,926		699,812	16,607,727	692,837		490,259	26,670,561
Supplies	683,525		35,700	955,875	229,950		12,800	1,917,850
Maintenance	318,512		125,000	484,350	338,250			1,266,112
Services	13,859,871	5,009,419	232,767	2,465,044	1,632,983		3,274,995	26,475,079
Insurance	1,882,679		221,560	3,716,392	204,444		79,270	6,104,345
Transfers Out	2,586,310		332,840		50,830	425,816	1,796,891	5,192,687
Intergovernmental / Inter-Agency						15,511,684		15,511,684
Capital Outlay			535,000		252,000			787,000
<b>Total Expenditures</b>	<b>27,510,823</b>	<b>5,009,419</b>	<b>2,182,679</b>	<b>24,229,388</b>	<b>3,401,294</b>	<b>15,937,500</b>	<b>5,654,215</b>	<b>83,925,318</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>182,554</b>	<b>387,513</b>	<b>(625,679)</b>	<b>0</b>	<b>255,506</b>	<b>0</b>	<b>0</b>	<b>199,894</b>
<b>BEGINNING FUND BALANCE</b>	<b>32,678,720</b>	<b>6,908,924</b>	<b>1,526,291</b>	<b>8,949,805</b>	<b>1,017,803</b>	<b>2,827</b>	<b>15,931,300</b>	<b>67,109,255</b>
<b>ENDING FUND BALANCE</b>	<b>32,861,274</b>	<b>7,296,437</b>	<b>900,612</b>	<b>8,949,805</b>	<b>1,273,309</b>	<b>2,827</b>	<b>15,931,300</b>	<b>67,309,149</b>

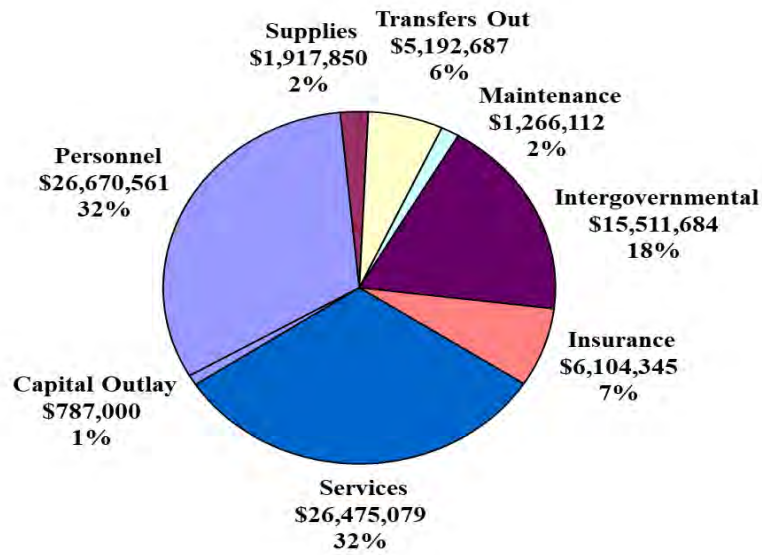
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## REVENUE FUNDING SOURCES "Where The Money Comes From"




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## EXPENDITURE FUNDING USES "Where the Money Goes"



## **Revenue and Other Financing Sources**

Special Revenue funds are projected to generate \$84.1 million in revenue for FY25, an increase of \$6.7 million (9%) from the previous year's budget of \$77.3 million. Revenue in the Convention & Visitors fund, the largest of the category, is budgeted at \$27.6 million and represents an increase of \$2.3 million from the previous budget year.

**Sales Taxes** represent the largest revenue stream at 51% of total revenues. Sales taxes are budgeted at \$42.5 million, split between the CCPD, 4B Transit, and Economic Development funds. Collections in FY24 were \$43.1 million, and represented an increase of \$4 million (10%) 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 SPECIAL REVENUE FUNDS</b>	<b>FY-2019 Actual</b>	<b>FY-2020 Actual</b>	<b>FY-2021 Actual</b>	<b>FY-2022 Actual</b>	<b>FY-2023 Actual</b>	<b>FY-2024 Estimate</b>
4B Transit (3/8 cent)	\$10,746,439	\$8,978,634	\$9,584,397	\$12,722,205	\$13,892,702	\$15,972,773
Economic Devel (1/8 cent)	\$4,393,875	\$3,872,769	\$4,699,128	\$5,638,320	\$5,874,104	\$5,874,104
CCPD (1/2 cent)	\$14,563,884	\$12,501,687	\$14,039,776	\$18,017,690	\$19,411,625	\$21,297,031
Collections	\$29,704,198	\$25,353,090	\$28,323,301	\$36,378,215	\$39,178,431	\$43,143,908
Increase / (Decrease)	\$1,961,811	(\$4,351,108)	\$2,970,211	\$8,054,914	\$2,800,216	\$3,965,477
% Change	7%	-15%	12%	28%	8%	10%

**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 \$21.4 million for FY25 (\$1.6 million increase) and are the second largest source of revenue at 25%. FY24 collections are estimated at \$24 million and represent a 1% increase from the previous year. The City collects occupancy taxes from twenty-one properties within its jurisdiction with a combined capacity of 6,022 rooms.

<b>OCCUPANCY TAXES</b>	<b>FY-2019 Actual</b>	<b>FY-2020 Actual</b>	<b>FY-2021 Actual</b>	<b>FY-2022 Actual</b>	<b>FY-2023 Actual</b>	<b>FY-2024 Estimate</b>
Collections	\$20,767,276	\$11,721,335	\$12,616,119	\$21,019,727	\$23,960,237	\$24,292,289
Increase / (Decrease)	\$897,195	(\$9,045,941)	\$894,784	\$8,403,608	\$2,940,510	\$332,052
% Change	5%	-44%	8%	67%	14%	1%

**Charges for Services** includes revenue from Grapevine Vintage Railroad operations, facility rental fees, food, beverage and merchandise sales, stormwater drainage fees, recreation and camping fees, and the Grapevine Visitor Shuttle. Revenue in this category is budgeted at \$15.3 million for FY25, up \$603,484 (4%) from the previous year. Revenue from festivals is projected at \$3.6 million. The Grapevine Vintage Railroad is projected to generate \$3.9 million in revenue. Facility rental income is budgeted at \$879,000, a \$10,000 increase from the previous year. Revenue in FY24 is estimated at \$12.8 million, and represents a decrease of \$1,800,213 (12%) from FY23.



<b>CHARGES FOR SERVICES SPECIAL REVENUE FUNDS</b>	<b>FY-2019 Actual</b>	<b>FY-2020 Actual</b>	<b>FY-2021 Actual</b>	<b>FY-2022 Actual</b>	<b>FY-2023 Actual</b>	<b>FY-2024 Estimate</b>
CVB	\$7,311,251	\$3,180,482	\$5,191,924	\$7,928,044	\$9,522,535	\$8,671,498
Stormwater Drainage	\$1,571,370	\$1,491,696	\$1,504,793	\$1,516,846	\$1,520,316	\$1,503,229
Lake Parks	\$1,332,956	\$2,257,891	\$2,915,245	\$3,223,215	\$3,565,791	\$2,633,702
Collections	\$10,215,577	\$6,930,069	\$9,611,962	\$12,668,105	\$14,608,642	\$12,808,429
Increase / (Decrease)	(\$1,311,271)	(\$3,285,508)	\$2,681,893	\$3,056,143	\$1,940,537	-\$1,800,213
% Change	-11%	-32%	39%	32%	15%	-12%

Stormwater drainage fee revenue, budgeted at \$1.5 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, considering 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 \$3.6 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. FY25 revenue is projected to increase by \$130,800 (4%). Revenue in FY24 is estimated at \$2.6 million and represents a decrease of \$932,000 (26%) from FY23.

## Expenditures and Other Financing Uses

Expenditures of Special Revenue funds total \$83.9 million for FY25, an increase of \$8.1 million (11%) from the prior year's budget. Total expenditures in FY24 are estimated at \$80.8 million, up \$7.8 million (11%) from the previous year.

<b>SPECIAL REVENUE FUNDS</b>	<b>FY-2021</b>	<b>FY-2022</b>	<b>FY-2023</b>	<b>FY-2024</b>	<b>FY-2025</b>
<b>Total Expenditures By Fund</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Estimate</b>	<b>Approved</b>
Convention & Visitors	\$15,590,671	\$17,304,698	\$23,157,076	\$24,106,448	\$27,510,823
CVB Incentives	\$3,630,020	\$4,511,868	\$5,937,846	\$5,728,488	\$5,009,419
Stormwater Drainage	\$1,693,207	\$1,682,110	\$1,548,419	\$3,170,446	\$2,182,679
Crime Control & Prevention	\$18,196,656	\$19,563,534	\$21,192,826	\$23,244,156	\$24,229,388
Lake Parks	\$2,889,972	\$2,943,938	\$3,066,245	\$2,684,270	\$3,401,294
4B Transit	\$9,607,378	\$12,698,859	\$13,916,048	\$15,972,779	\$15,937,500
Economic Development	\$5,170,716	\$4,599,205	\$4,154,583	\$5,890,363	\$5,654,215
<b>Total</b>	<b>\$56,778,620</b>	<b>\$63,304,212</b>	<b>\$72,973,043</b>	<b>\$80,796,950</b>	<b>\$83,925,318</b>
Increase / (Decrease)	(\$6,931,673)	\$6,525,592	\$9,668,831	\$7,823,907	\$3,128,368
% Change	-11%	11%	15%	11%	4%

*Personnel* expenses are the largest expenditure category, totaling 32% of all budgeted expenditures. Personnel expenses are budgeted at \$26.7 million, an increase of \$1.8 million from the previous budget year. Public safety employees in the Crime Control & Prevention (CCPD) fund account for 62% of the total. The CCPD fund also contains the majority of total authorized positions with 132.0 full-time positions.

Convention & Visitors	\$8,179,926	30.7%
Stormwater Drainage	\$699,812	2.6%
Crime Control & Prevention	\$16,607,727	62.3%
Economic Development	\$490,259	1.8%
Lake Parks	\$692,837	2.6%
<b>Total</b>	<b>\$26,670,561</b>	<b>100.0%</b>

Authorized positions (full-time positions only) total 70.0 in the Convention & Visitors Bureau fund, 8.0 authorized positions (full-time positions only) in the Stormwater Drainage fund, 5.0 authorized positions (full-time positions only) in the Lake Parks fund, and 3.5 in the Economic Development fund.

**Supplies** are budgeted at \$1.9 million for FY25, \$148,890 more than the previous year. Expenditures in FY24 are estimated at \$1.45 million and represent an increase of \$54,587 from the previous year. Supplies represent 2% of Special Revenue Fund expenditures, the same as the previous budget year.

Convention & Visitors	\$683,525	35.6%
CVB Incentives	\$0	0.0%
Stormwater Drainage	\$35,700	1.9%
Crime Control & Prevention	\$955,875	49.8%
Economic Development	\$12,800	0.7%
Lake Parks	\$229,950	12.0%
<b>Total</b>	<b>\$1,917,850</b>	<b>100.0%</b>

**Services** are budgeted at \$26 million for FY25 and represent an increase of \$1.5 million (6.3%) from the previous budget year. Expenditures in the Convention & Visitors fund are budgeted at \$13.8 million and represent 52% of the total. Expenditures for services in the CCPD fund are budgeted at

Convention & Visitors	\$13,859,871	52.4%
CVB Incentives	\$5,009,419	18.9%
Stormwater Drainage	\$232,767	0.9%
Crime Control & Prevention	\$2,465,044	9.3%
Lake Parks	\$1,632,983	6.2%
Economic Development	\$3,274,995	12.4%
<b>Total</b>	<b>\$26,475,079</b>	<b>100.0%</b>

\$2.4 million and are primarily comprised of charges for fleet maintenance charges, and technology charges. Services represent 32% of Special Revenue Fund expenditures.

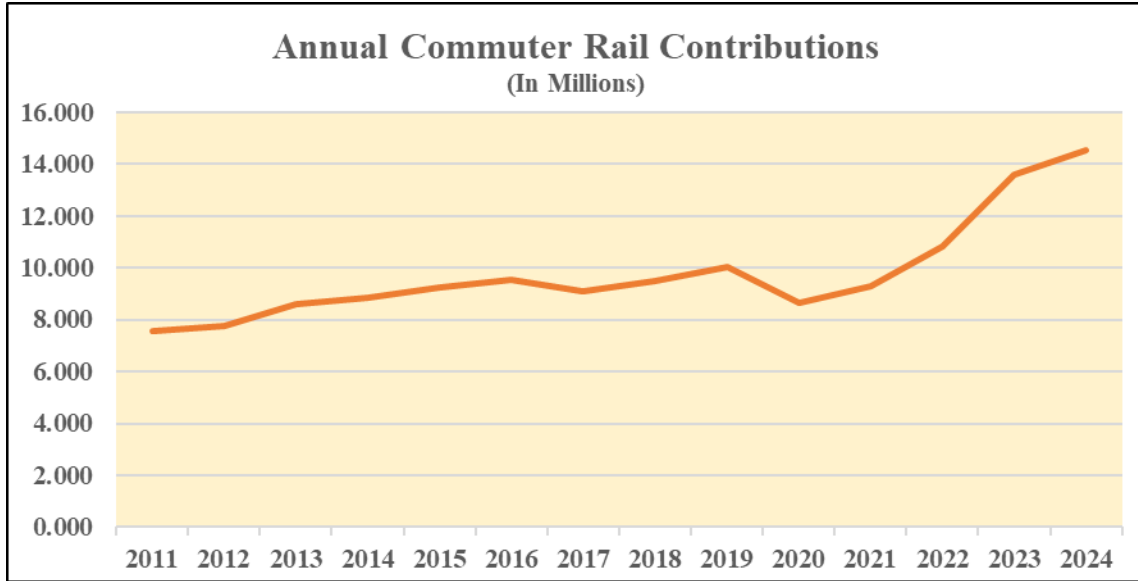
**Insurance charges** are budgeted at \$6.1 million and represents a \$1.6 million increase from the previous budget year. This category includes employee health/life/dental costs as well as property and casualty costs. Beginning in FY19, the allocation also included costs for retiree coverage for each respective operating fund.

Convention & Visitors	\$1,882,679	30.8%
Stormwater Drainage	\$221,560	3.6%
Crime Control & Prevention	\$3,716,392	60.9%
Economic Development	\$79,270	1.3%
Lake Parks	\$204,444	3.3%
<b>Total</b>	<b>\$6,104,345</b>	<b>100.0%</b>

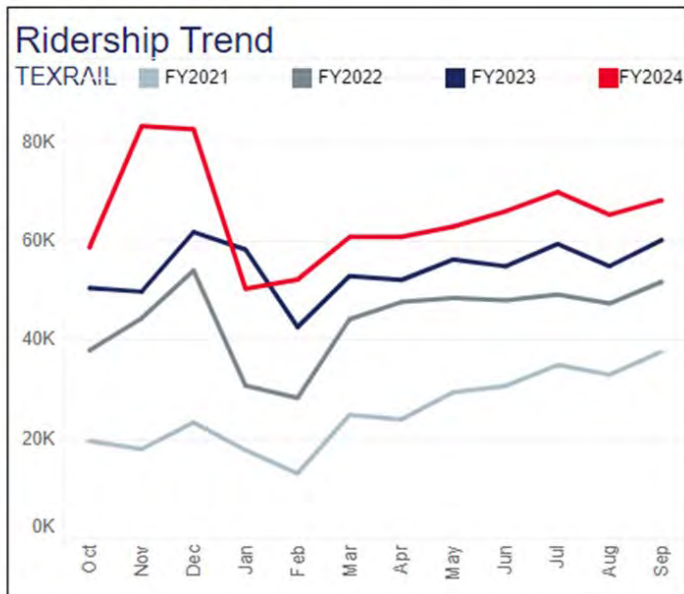
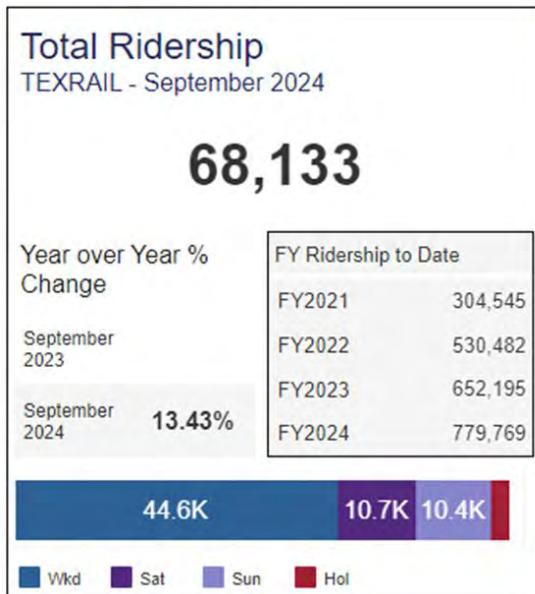
**Transfers Out** are budgeted at \$5.1 million and represent a \$344,613 increase from the previous budget year. Expenditures in this category primarily consist of administrative fee payments to the General fund in lieu of taxes. Other transfers include principal and interest payments to the Debt Service fund and funding for the CVB's visitor shuttle service. Actual expenditures in FY24 totaled \$4.4 million. Transfers represent 6% of Special Revenue Fund expenditures.

Convention & Visitors	\$2,586,310	49.8%
Stormwater Drainage	\$332,840	6.4%
Lake Parks	\$50,830	1.0%
Economic Development	\$1,796,891	34.6%
4B Transit	\$425,816	8.2%
<b>Total</b>	<b>\$5,192,687</b>	<b>100.0%</b>

**Intergovernmental expenditures** are budgeted at \$15.5 million for FY25 and represent an increase of \$1.85 million (14%) from the previous year’s budget. Expenditures in this category are for contractual payments from the 4B fund to Trinity Metro for 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 Dallas Fort Worth International Airport’s Terminal B. TEXRail, is served by nine station and began service in January 2019. Since opening, over 2.2 million passengers have been served.



Since the enactment of the 3/8-cent sales tax for commuter rail in April 2007, payments to Trinity Metro are in excess of \$163 million.



**FY 2024-25 APPROVED OPERATING BUDGET  
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE  
CONVENTION AND VISITORS BUREAU FUND**

	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Estimate	2024-25 Approved
<b>BEGINNING FUND BALANCE:</b>	12,360,314	20,335,208	25,973,560	25,973,560	29,975,703
<b>OPERATING REVENUE:</b>					
Occupancy Taxes	15,780,448	17,864,191	14,733,581	18,114,804	16,194,941
Facility Rental Income	651,272	733,895	869,600	694,864	879,000
Interest Income	143,448	859,643	13,000	497,693	908,000
Sales & Merchandise	804,584	1,182,680	887,000	885,226	1,254,620
Train Operations	3,461,529	4,030,969	3,987,868	5,000,001	3,950,000
Festivals & New Vintage	3,667,168	3,574,991	4,021,936	2,091,407	3,575,000
Visitor Shuttle System	8,514	320	-	-	-
Miscellaneous Income	614,256	415,056	417,086	416,252	506,000
<b>Total Operating Revenue</b>	<b>25,131,219</b>	<b>28,661,745</b>	<b>24,930,071</b>	<b>27,700,247</b>	<b>27,267,561</b>
<b>TRANSFERS IN:</b>					
Transfer In From 4B	148,372	328,388	409,163	408,345	425,816
<b>Total Transfers In</b>	<b>148,372</b>	<b>328,388</b>	<b>409,163</b>	<b>408,345</b>	<b>425,816</b>
<b>TOTAL REVENUE &amp; TRANSFERS</b>	<b>25,279,591</b>	<b>28,990,133</b>	<b>25,339,234</b>	<b>28,108,591</b>	<b>27,693,377</b>
<b>OPERATING EXPENDITURES:</b>					
Personnel	5,844,495	6,556,424	7,338,508	5,252,686	8,179,926
Supplies	348,998	553,619	706,450	503,261	683,525
Maintenance	206,490	366,118	292,730	282,823	318,512
Services	3,131,593	5,792,672	6,229,814	6,496,006	6,928,535
Insurance	1,258,682	1,375,338	1,764,349	1,763,491	1,882,679
Festival & Train Operations	4,312,858	5,779,848	5,956,068	7,229,026	6,931,336
<b>Total Operating Expenditures</b>	<b>15,103,116</b>	<b>20,470,390</b>	<b>22,287,919</b>	<b>21,527,293</b>	<b>24,924,513</b>
<b>TRANSFERS OUT:</b>					
Transfer to General Fund - Admin Fee	1,497,906	1,994,466	1,869,755	1,869,755	1,869,755
Transfer to GTRP Fund	20,000	25,000	25,000	25,000	25,000
Trans. to Debt Service Fund	658,675	659,425	659,400	659,400	666,555
Transfer to Capital Projects Fund	-	177,500	-	-	-
Transfer to Heritage Fund	25,000	25,000	25,000	25,000	25,000
<b>Total Transfers Out</b>	<b>2,201,581</b>	<b>2,881,391</b>	<b>2,579,155</b>	<b>2,579,155</b>	<b>2,586,310</b>
<b>TOTAL EXPENDITURES &amp; TRANSFERS</b>	<b>17,304,697</b>	<b>23,351,781</b>	<b>24,867,074</b>	<b>24,106,448</b>	<b>27,510,823</b>
<b>SURPLUS / (DEFICIT)</b>	<b>7,974,894</b>	<b>5,638,352</b>	<b>472,160</b>	<b>4,002,143</b>	<b>182,554</b>
<b>ENDING FUND BALANCE:</b>	<b>20,335,208</b>	<b>25,973,560</b>	<b>26,445,720</b>	<b>29,975,703</b>	<b>30,158,257</b>
<b>FUND BALANCE REQUIREMENT:</b>	<b>2,482,704</b>	<b>3,364,996</b>	<b>3,663,768</b>	<b>3,538,733</b>	<b>4,097,180</b>

\* Fund balance requirement is 16.4% of total budgeted expenditures (60 days of operation).  
The FY 2024-25 projected Ending Fund Balance represents 442 days of operation.

**CONVENTION & VISITORS BUREAU (115, 216)  
REVENUE DETAIL**

<b>Account/Description</b>	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Estimate	2024-25 Approved
31103 Hotel/Motel Tax P & I	10,693	4,758	-	-	-
31707 Occupancy Taxes	11,275,445	12,502,669	10,392,079	12,700,489	11,904,468
31708 Occupancy Taxes	4,494,310	5,356,764	4,341,502	5,414,315	4,290,473
<b>OCCUPANCY TAXES</b>	<b>15,780,448</b>	<b>17,864,191</b>	<b>14,733,581</b>	<b>18,114,804</b>	<b>16,194,941</b>
39160 Convention Center Rental	366,952	411,849	519,600	430,269	525,000
39161 Palace Rental	264,715	322,046	350,000	264,595	354,000
39174 Concourse Rental	19,605	-	-	-	-
<b>FACILITY RENTAL</b>	<b>651,272</b>	<b>733,895</b>	<b>869,600</b>	<b>694,864</b>	<b>879,000</b>
39230 Interest On Investment	57,919	299,410	1,000	310,359	-
39232 Interest Income - Festival	4,874	25,775	2,500	26,985	50,000
39237 Interest Income - Logic	21,419	147,312	1,500	152,365	180,000
39233 Interest Income - Train	4,846	43,339	4,000	3,992	78,000
39236 Interest Income - Logic Train	54,345	343,807	4,000	3,992	600,000
39231 Interest CD -Train	45	-	-	-	-
<b>INTEREST INCOME</b>	<b>143,448</b>	<b>859,643</b>	<b>13,000</b>	<b>497,693</b>	<b>908,000</b>
39162 Palace Food & Bevera	86,496	109,352	110,000	109,780	145,502
39163 Palace - Concert/Tic	523,038	724,097	500,000	499,000	750,000
39164 CCOT (Christmas Capital of	49,682	97,205	-	-	100,000
39168 Vic Souvenir Sales	-	5,101	20,000	19,960	25,000
39169 Grapevine Main Visitor	-	49,966	20,000	19,960	25,000
39173 Concourse Food/Beverage	8,940	-	-	-	-
39176 Merch Resale/In-House	93,126	154,067	175,000	174,650	165,524
39177 Catering % Of Sales	43,302	42,892	62,000	61,876	43,594
<b>SALES &amp; MERCHANDISE</b>	<b>804,584</b>	<b>1,182,680</b>	<b>887,000</b>	<b>885,226</b>	<b>1,254,620</b>
38430 Train Revenues	3,461,529	4,027,801	3,987,868	2,500,000	3,950,000
39954 Festival/Train Labor	-	3,168	-	2,500,001	-
<b>TRAIN OPERATIONS</b>	<b>3,461,529</b>	<b>4,030,969</b>	<b>3,987,868</b>	<b>5,000,001</b>	<b>3,950,000</b>
34812 Festivals Income	3,639,844	3,573,991	4,021,936	2,091,407	3,574,000
34814 Sponsor Income	27,324	1,000	-	-	1,000
<b>FESTIVALS &amp; NEW VINTAGE</b>	<b>3,667,168</b>	<b>3,574,991</b>	<b>4,021,936</b>	<b>2,091,407</b>	<b>3,575,000</b>
38420 Shuttle Fare Revenue	8,514	320	-	-	-
<b>VISITOR SHUTTLE SYSTEM</b>	<b>8,514</b>	<b>320</b>	<b>-</b>	<b>-</b>	<b>-</b>

34878	Sub Lease Rental Inc	192,203	175,117	182,336	181,971	180,000
36300	Lease Revenue	2,417	(1,421)	-	-	-
38420	Museum Program Revenue	56,313	26,287	40,000	39,920	40,000
38600	Sister City Revenues	16,286	4,629	12,000	11,976	12,000
38620	Wine Pouring Society	12,035	15,592	12,000	11,976	8,000
39179	Liberty Park	1,733	-	750	749	-
39180	Cotton Belt	51,579	106,671	50,000	49,900	155,000
39951	Resale-Labor,Mat'L And	64,848	76,577	110,000	109,780	100,000
39997	Othr Fin Srce: Lease	170,611	-	-	-	-
39999	Miscellaneous Revenue	46,231	11,604	10,000	9,980	11,000
	<b>MISCELLANEOUS</b>	<b>614,256</b>	<b>415,056</b>	<b>417,086</b>	<b>416,252</b>	<b>506,000</b>
	<b>TOTAL OPERATING REVENUE</b>	<b>25,131,219</b>	<b>28,661,745</b>	<b>24,930,071</b>	<b>27,700,247</b>	<b>27,267,561</b>
53120	Transfer In From 4B	148,372	328,388	409,163	408,345	425,816
	<b>TRANSFERS IN</b>	<b>148,372</b>	<b>328,388</b>	<b>409,163</b>	<b>408,345</b>	<b>425,816</b>
	<b>TOTAL CVB REVENUE</b>	<b>25,279,591</b>	<b>28,990,133</b>	<b>25,339,234</b>	<b>28,108,591</b>	<b>27,693,377</b>

**FY 2024-25 APPROVED OPERATING BUDGET**

**Special Revenue Fund**

**115-350 Convention and Visitors Bureau (CVB)**

**216-350 Visitor Shuttle System (CVB)**

**FOCUS AREA(S)**

Tourism, Transportation

**Department Description**

The Convention and Visitors Bureau (CVB) Department acts as the promotional arm of the city of Grapevine and is responsible for actively selling, marketing and publicizing Grapevine globally, the Department promotes the city’s hotels, meeting facilities, historic and family attractions, festivals and events, dining establishments and retail businesses to the group meetings and leisure markets. Within the CVB Department is the Sales, Promotions and Administration, Facilities, Festivals and Events, Grapevine Vintage Railroad, Sisters Cities, Grapevine Wine Pouring Society, and Visitor Shuttle System Division.

**Mission Statement**

The Convention & Visitors Bureau acts as the promotional arm of the City of Grapevine and is responsible for actively selling, marketing and publicizing Grapevine globally. The Bureau promotes the city’s hotels, meeting facilities, historic and family attractions, festivals and events, dining establishments and retail businesses to the group meetings and leisure markets.

**FY24 Department Accomplishments**

- Established Sister City program with Barossa Valley, Australia, one of the premier wine regions in Australia and the world.
- Major Festivals, Main Street Fest and GrapeFest resumed full operations, including full slate of Artisan, Market and Food Vendors as well as Festival Events and Activities, Sales Fams, Music and Entertainment.
- Significant progress was made addressing COVID deferred maintenance. Facility repairs and improvements across all CVB properties were achieved. Replaced roofs, repaired and replaced HVAC units and fire-retardant application at Nash Farm.
- Obtained Council approval for the redesign of the Grapevine Concourse and Pro Shop.
- Moved historic Bushong Cabin to prominent location on Main Street where it will be restored to its original appearance for education and enjoyment of Grapevine citizens and visitors.

**FY25 Department Goals and Objectives**

- Build the Brand - Festival, events, attractions, heritage education and preservation, marketing and promotions.
- Increase hotel and sales tax through sales, marketing and media promotions.
- Enhance quality of life experiences for citizens and visitors alike by developing destination experiences.
- Deliver the brand promise by providing the best possible visitor service and information.

<b><u>EXPENDITURES BY DIVISION</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Administration	9,815,661	13,251,364	14,585,110	14,280,149	15,551,348
Facilities	1,720,723	2,118,671	1,695,100	1,948,182	2,291,540
Festivals & Events	3,409,417	4,312,667	3,813,414	4,349,658	4,421,323
Grapevine Vintage Railroad	2,080,269	2,992,608	3,955,367	2,879,368	4,386,552
Sister Cities	772	2,347	6,625	3,845	8,400
Wine Pouring Society / Craft Brew Guild	8,095	15,480	9,675	14,093	13,425
Visitor Shuttle System	269,759	538,777	801,783	631,153	838,235
<b>Total</b>	<b>17,304,696</b>	<b>23,231,914</b>	<b>24,867,074</b>	<b>24,106,448</b>	<b>27,510,823</b>



**POSITION SUMMARY BY DEPARTMENT**

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

<b>ADMINISTRATION</b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
CVB Executive Director	1.0	1.0	1.0	1.0	1.0
CVB Deputy Executive Director	1.0	1.0	1.0	1.0	1.0
Managing Director of CVB Operations	1.0	1.0	1.0	1.0	1.0
Managing Director of Sales, Marketing & Communication	-	1.0	1.0	1.0	1.0
Director of Marketing and Brand Management	1.0	1.0	1.0	1.0	1.0
Director of Communications and Brand Relations	1.0	-	-	-	-
Director of Communications	-	1.0	1.0	1.0	1.0
Director of Sales	1.0	1.0	-	-	-
Managing Director of Sales, Destination Services and Facilities	-	-	1.0	1.0	1.0
Director of Leisure and International Sales	1.0	1.0	1.0	1.0	1.0
Controller	1.0	1.0	1.0	1.0	1.0
Sales Manager II	3.0	3.0	3.0	3.0	3.0
Sales Manager I	1.0	1.0	1.0	1.0	1.0
Group Sales & Sister Cities Program Manager	1.0	1.0	1.0	1.0	1.0
Director of Destination Services and Facility Experiences	1.0	1.0	1.0	1.0	1.0
Destination Services Manager	-	-	-	-	-
Digital Marketing Manager	1.0	1.0	-	-	-
CVB Website Manager	-	-	1.0	1.0	1.0
Visitor & Cultural Services Manager	1.0	1.0	1.0	1.0	1.0
Creative Marketing Manager	1.0	1.0	1.0	1.0	1.0
Sponsorship Sales Manager	1.0	1.0	1.0	1.0	1.0
Marketing Research Manager	1.0	1.0	1.0	1.0	1.0
Marketing & Special Promotions Manager	1.0	-	-	-	-
CVB Accountant III	1.0	1.0	1.0	1.0	1.0
CVB Accountant II	1.0	1.0	1.0	1.0	1.0
Administrative Services Manager	1.0	1.0	1.0	1.0	1.0
Sales Associate	1.0	1.0	1.0	1.0	1.0
Communications Coordinator	1.0	1.0	1.0	1.0	1.0
Executive Assistant	1.0	1.0	1.0	1.0	1.0
Adm. Secretary	-	-	-	-	-
Destination Service Assistant	1.0	1.0	1.0	1.0	1.0
Historic Preservation Manager	1.0	1.0	1.0	1.0	1.0
Asst Historic Preservation Manager	-	1.0	1.0	1.0	1.0
Manager of Heritage Museums and Educational Programs	1.0	1.0	1.0	1.0	1.0
Nash Farm Coordinator	1.0	1.0	1.0	1.0	1.0
Marketing Projects Coordinator	1.0	1.0	1.0	1.0	1.0
CVB Senior Maintenance Technician	1.0	1.0	1.0	1.0	1.0
CVB Maintenance Manager	1.0	-	-	-	-
Administrative Secretary	1.0	1.0	1.0	1.0	1.0
Secretary	2.0	2.0	2.0	2.0	2.0
CVB Retail and Inventory Control Coordinator	-	-	1.0	1.0	1.0
<b>TOTAL FULL-TIME POSITIONS</b>	<b>36.0</b>	<b>36.0</b>	<b>37.0</b>	<b>37.0</b>	<b>37.0</b>

**POSITION SUMMARY**

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

	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2023-24</b>	<b>2023-24</b>
<b><u>FACILITIES</u></b>	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimate</b>	<b>Proposed</b>
Director of CVB Meeting & Event	1.0	1.0	1.0	1.0	1.0
Manager Palace Arts Center & Marketing	-	-	-	-	-
Convention Center Supervisor	1.0	1.0	1.0	1.0	1.0
Food & Beverage Coordinator	1.0	1.0	1.0	1.0	1.0
Convention Facilities Assistant	1.0	1.0	1.0	1.0	1.0
Events Coordinator II	1.0	1.0	1.0	1.0	1.0
Events Coordinator I	4.0	4.0	4.0	4.0	4.0
Facility Worker	1.0	1.0	1.0	1.0	1.0
Set-Up Worker	3.0	2.0	2.0	2.0	2.0
<b>TOTAL FULL-TIME POSITIONS</b>	<b>13.0</b>	<b>12.0</b>	<b>12.0</b>	<b>12.0</b>	<b>12.0</b>

**FESTIVALS & EVENTS**

Director of Festivals and Events	1.0	1.0	1.0	1.0	1.0
Managing Director of Marketing and Sales	1.0	-	-	-	-
Special Events and Programs Manager	-	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
Festival Event Assistant	1.0	1.0	1.0	1.0	1.0
Volunteer Program Supervisor	1.0	1.0	1.0	1.0	1.0
<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>

**GRAPEVINE VINTAGE RAILROAD**

General Manager Grapevine Vintage RR	1.0	1.0	1.0	1.0	1.0
Manager of Train Operations	1.0	1.0	1.0	1.0	1.0
Superintendent of RR Operations	-	0.5	0.5	0.5	0.5
Manager of Transportation	0.5	-	-	-	-
Train Supervisor	1.0	1.0	1.0	1.0	1.0
Roundhouse Mechanic Supv	1.0	1.0	1.0	1.0	1.0
Train Service Personnel III	1.0	1.0	2.0	2.0	2.0
Train Service Personnel II	1.0	1.0	-	-	-
Theatrical and Events Coordinator	-	1.0	1.0	1.0	1.0
<b>TOTAL FULL-TIME POSITIONS</b>	<b>6.5</b>	<b>7.5</b>	<b>7.5</b>	<b>7.5</b>	<b>7.5</b>

**VISITOR SHUTTLE SYSTEM**

Shuttle Supervisor	1.0	1.0	1.0	1.0	1.0
Superintendent of RR Operations	-	0.5	0.5	0.5	0.5
Lead Shuttle Driver	1.0	1.0	1.0	1.0	1.0
Manager of Transportation	0.5	-	-	-	-
Shuttle Drivers	2.0	2.0	2.0	2.0	2.0
<b>TOTAL FULL-TIME POSITIONS</b>	<b>4.5</b>	<b>4.5</b>	<b>4.5</b>	<b>4.5</b>	<b>4.5</b>

<b>TOTAL CONVENTION &amp; VISITORS FUND</b>	<b>67.0</b>	<b>67.0</b>	<b>68.0</b>	<b>68.0</b>	<b>68.0</b>
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**FY 2024-25 APPROVED OPERATING BUDGET****Special Revenue Fund****CVB – Sales, Promotions & Administration****115-350-001****Division Description**

The Sales, Promotions and Administration Division within CVB is responsible for securing and increasing corporate, association, weekend, summer and holiday group booking for the hotels, promoting transient leisure bookings highlighting Grapevine’s heritage, the historic districts, wineries, tasting rooms, dining and shopping as a primary theme. The Division continues sales strategy for COVID-19 group convention business recovery and works with the Sales Division to create and event package (A Night in Old Grapevine) to promote to hotels and corporations. It also expands public media contacts to increase awareness of city hotels, attractions, restaurants and retailers. It promotes Grapevine hotels, attractions, events, wineries, restaurants, and galleries as a unique selling feature to visitors, serves the needs of conversation groups, leisure groups, and the individual traveler. It is also responsible to increase visitor services through new programs at Grapevine Main and through gallery shows and passport activities.

**FY24 Division Accomplishments**

- Convention Sales team sourced 1,957 group leads (+12.9% to LY).
- Convention Sales team sourced 2,548,831 group room nights to partner hotels (+14.2% to LY).
- Potential economic impact of sales leads in FY24: \$883M versus goal of \$660M.
- Potential economic impact of booked leads in FY24: \$205M versus goal of \$155M.
- Sales team conducted 97 site visits in FY24.

**FY25 Division Goals and Objectives**

- Goal sourced groups: 2,000 group leads.
- Goal sourced room nights: 2,400,000 (two convention hotels undergoing major renovations in 2025 will impact room availability).
- Potential economic impact of sales leads in FY25 proposed goal: \$800M.
- Potential economic impact of booked leads in FY25 proposed goal: \$180M.
- Goal site visits: 100.

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Personnel	3,592,590	3,919,853	4,216,551	4,093,185	4,897,514
Supplies	207,776	330,661	440,300	291,667	394,100
Maintenance	147,250	255,967	207,730	195,698	214,012
Services	2,502,256	4,462,992	5,440,390	5,420,527	5,639,004
Insurance	1,162,616	1,325,662	1,700,984	1,699,917	1,820,408
Finance Fees	1,592	-	-	-	-
Miscellaneous Expenses	-	28,467	-	-	-
Capital Outlay	-	46,371	-	-	-
Transfers	2,201,581	2,881,391	2,579,155	2,579,155	2,586,310
<b>Total</b>	<b>9,815,661</b>	<b>13,251,364</b>	<b>14,585,110</b>	<b>14,280,149</b>	<b>15,551,348</b>

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Potential economic impact of sales leads generated	\$498M	\$688M	\$620M	\$700M	\$660M
Potential economic impact of booked leads	144	\$114M	\$150M	\$150M	\$155M
Number of convention & leisure site visits	98	100	130	110	115
Number of travel writers, bloggers and content creators hosted per year	22	25	40	35	35
Social media posts and media releases per week	28	10	NA	20	20
Average media releases per month	NA	2	8	3	3
Average social media posts per month	NA	10	80	80	80
Value of publicity generated	909K	\$1.5M	\$3.5M	\$10M	\$8M
Web site traffic (sessions)	1,944,374	1,600,000	2,300,000	1,800,000	1,800,000
Number of brochures distributed	321,195	327,870	250,000	726,345	275,000
Number of groups serviced	60	131	130	147	130
Economic impact of convention serviced (in millions)	\$62M	\$126.8M	\$150M	\$90M	\$85M
Certificate of Appropriateness (CA) applications assistance services	86	73	90	90	102
Number of properties researched & added to the Cultural Resource Survey	22	23	28	28	25
Number of grants awarded	4	3	4	4	4
Historic Township housing inquiries	55	53	135	135	150
Main Street merchants assisted	38	41	40	4	45
Nash Farm Average Daily Visitors	48	48	35	35	35
Nash Farm Interpretive Tours	20	35	40	40	40
Nash Farm Heritage Workshops / Special Events	41	43	46	46	46
Nash Farm Rentals	2	3	5	5	5
Nash Farm Attendance	17,283	17,540	20,000	20,000	25,000
HPC - Number of Landmark Cases	1	3	2	2	4
Number of Visitor Information Center Visitors	214,417	257,697	325,000	293,949	275,000
Number of VIC, Musuem & Historical Society Volunteers Hours	0	685	500	739	960
Number of CVB Gallery Visitors	NA	64,774	50,000	99,766	100,000

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**FY 2024-25 APPROVED OPERATING BUDGET****Special Revenue Fund****CVB – Facilities****115-350-003**

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**Division Description**

The Facilities Division within CVB is responsible for increasing revenues at all CVB rental facilities such as the Convention Center, Palace Arts Center, Concourse, Historic Cottonbelt Railroad District, Grapevine Main Station and Grapevine Farmers & Artisan Markets. The Division is also responsible for increasing the number of new and repeat clients directing overflow event referrals to Grapevine hotels and other local meeting venues, updating and expanding the building maintenance program for all CVB facilities, developing and implementing a facilities marketing program and expanding and promoting entertainment, performing arts, and movies at Palace Arts Center.

**FY24 Division Accomplishments**

- Facilities department rebooking events came to 568 an increase of 18%.
- In House Catering increased by 31.5 % from fiscal year (22-23) \$281,560.00 to (23-24) \$370,923.00.
- Palace staff booked Circles Conference (a marketing driven event) which booked the Palace Arts & Convention Center in delivering revenues of over \$18,000 for a 3 ½ day event.
- Grapevine Main Treaty room events booked by Hotel VIN in (22-23) totaled \$50,510.00 /Booking by Hotel VIN jumped to \$98,856.00 (23-24) which is a 97% increase.

**FY25 Division Goals and Objectives**

- Completion of Concourse remodel is anticipated to be completed by late May 2025 with expected revenues to generate \$91,000 for the remainder of the fiscal year 24-25.
- The newly refurbished Town Square Gazebo will increase revenues as Grapevine citizens and local businesses will benefit from increased activity in historic downtown Grapevine.
- Increase partnership with Coury Hospitality/ Hotel VIN in booking CVB Grapevine Main Treaty rooms to continue increasing CVB Grapevine Main revenues.
- Continue the rejuvenation of Convention Center to assist in capturing increased event sales.

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2023-24</b>	<b>2024-25</b>
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimate</b>	<b>Approved</b>
Personnel	913,075	909,765	930,700	903,409	1,019,440
Supplies	123,130	175,138	182,100	150,356	198,000
Maintenance	59,240	110,151	84,500	87,125	104,500
Services	625,278	923,617	497,800	807,292	969,600
<b>Total</b>	<b>1,720,723</b>	<b>2,118,671</b>	<b>1,695,100</b>	<b>1,948,182</b>	<b>2,291,540</b>

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<b><u>PERFORMANCE INDICATORS</u></b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2023-24</b>	<b>2024-25</b>
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimate</b>	<b>Approved</b>
Convention Center events held	242	213	320	278	352
Convention Center building usage (days)	342	410	454	413	497
Palace Arts Center number of events held	462	420	586	417	634
Palace Arts Center building usage (days)	462	418	586	417	634
Concourse number of events held	21	-	-	-	-
Concourse building usage (days)	19	-	-	-	-
Grapevine Main Meeting Rooms events held	50	141	116	231	200
Grapevine Main Meeting Rooms building usage (days)	50	232	116	320	180
Number of Gazebo rental applications	18	23	21	20	20
All facilities number of repeat bookings	288	367	389	483	401
All facilities number of new client bookings	174	86	256	246	295
Number of leads referred to other facilities	118	424	163	108	145
All facilities economic impact	\$4,684,464	\$4,997,320	\$5,926,896	\$5,376,099	\$6,519,585
Number of CVB sponsored events (i.e. HDGA, TWGGA, WPS, CVB Board, etc.)	134	115	162	115	145

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**FY 2024-25 APPROVED OPERATING BUDGET****Special Revenue Fund****CVB – Festivals and Events****115-350-005**

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**Division Description**

The Festivals and Events Division within CVB expands and produces festivals and events that promote the Grapevine Brand as a leisure and visitor destination, improves and produces Grapevine Vintage Railroad's North Pole Express to promote Grapevine as the "Christmas Capital of Texas", it supports the Grapevine Wine Pouring Society and the Craft Beer Guild of Grapevine and the participation of those organizations in festivals and other city events. It is also responsible for expanding volunteer opportunities and participation of civic and service groups.

**FY24 Division Accomplishments**

- Planned and successfully executed the 38<sup>th</sup> Annual GrapeFest and the 40<sup>th</sup> Annual Main Street Fest, Butterfly Flutterby and Christmas Capital of Texas.
- Increased sponsorships by welcoming new sponsors such as Champion Energy for the Peace Plaza Ice Rink. Additional new sponsors during FY24 new sponsors included Sam's Club (National), Schaffer Kubota, Meow Wolf, Dairy Max, Direct Impact Golf and Verizon.
- Recorded more than 19,000 volunteer hours at Grapevine's annual festivals and events.

**FY25 Division Goals and Objectives**

- Increase event sponsorships by \$60,000.
- Expand activations and work with Marketing/Communications to promote Grapevine's annual festivals to increase attendance by 5%.
- Grow volunteer base by working with Sponsorship Sales Manager to secure companies for volunteer opportunities and sponsorships
- Support and grow the Grapevine Wine Pouring Society and Craft Brew Guild by adding 25 members to each organization.

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Personnel	525,052	865,697	907,146	809,104	845,110
Services	2,884,365	3,446,970	2,906,268	3,540,554	3,576,213
<b>Total</b>	<b>3,409,417</b>	<b>4,312,667</b>	<b>3,813,414</b>	<b>4,349,658</b>	<b>4,421,323</b>

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<b><u>PERFORMANCE INDICATORS</u></b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2023-24</b>	<b>2024-25</b>
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimate</b>	<b>Approved</b>
GrapeFest attendance	100,000	240,000	150,000	245,000	250,000
GrapeFest People's Choice attendance	7,032	5,780	7,300	6,000	6,200
Main Street Fest attendance	20,000	125,000	90,000	120,000	135,000
Attendance at New Vintage tastings	928	705	850	615	630
Attendance at New Vintage Blessing	100	87	500	75	100
Number of Events and Activities Serviced	40	235	125	235	235
Wine Pouring Society Activities supported	24	50	50	24	25
Craft Brew Guild Activities supported	16	25	25	26	26
Number of Dirty Dozen activities	5	7	10	17	20
Number of service groups worked with	56	65	75	80	80
Grapevine Farmers & Artisan Market Attendance	34,400	-	-	36,000	38,000
Grapevine Farmers & Artisan Market Vendor Participants	348	356	350	400	425

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**FY 2024-25 APPROVED OPERATING BUDGET****Special Revenue Fund****CVB – Grapevine Vintage Railroad****115-350-007**

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**Division Description**

The Grapevine Vintage Railroad Division within CVB promotes the Historic Cotton Belt Railroad District, the Historic Downtown District, and the Grapevine as a visitor destination, increases revenues to recover operating expenses of the vintage diesel and excursion steam train, it expands onboard food and beverage, photo and merchandise opportunities, creates a Grapevine Vintage Railroad merchandising effort and develops programs to increase ridership for special holidays. The Division also responsible for ensuring that the Grapevine Vintage Railroad with the vintage diesel and steam excursion train remains a premier family attraction, it also participates with local hotels, attractions, merchants and restaurants to promote Grapevine leisure and group visitors.

**FY24 Division Accomplishments**

- North Pole Express hosted over 60,000 riders, an increase of 5%.
- Increased GVRR ridership by 6%
- Expanded Food & Beverage options onboard.
- Developed new programming for onboard entertainment
- Added new special event to schedule
- Added day to normal weekly excursions
- Reduced delays with partner railroads
- Reduced mechanical failures on equipment
- Developed new GVRR merchandise for retail
- Steam Locomotive rebuild progress included completion of Boiler and Firebox.

**FY25 Division Goals and Objectives**

- Complete rebuild of Steam Locomotive.
- Add Steam engine to monthly excursions.
- Add new Christmas train to Stockyards.
- Add one more excursion to weekly excursions.
- Add second train consist to excursion program.
- Attract more charter and private events by 20%.
- Restore Articulated cars to revenue service.
- Expand the GVRR brand across Texas and surrounding states.
- Redevelop to GVRR Train Depot Museum and Gift Shop.
- Redevelop GVRR Depot District with educational elements of railroading for passengers and visitors.

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2023-24</b>	<b>2024-25</b>
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimate</b>	<b>Approved</b>
Personnel	651,776	659,730	905,567	700,776	1,031,429
Services	1,428,493	2,332,878	3,049,800	2,178,592	3,355,123
Capital Outlay	-	-	-	-	-
<b>Total</b>	<b>2,080,269</b>	<b>2,992,608</b>	<b>3,955,367</b>	<b>2,879,368</b>	<b>4,386,552</b>

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<b><u>Performance Indicators</u></b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2023-24</b>	<b>2024-25</b>
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimate</b>	<b>Approved</b>
Total annual passengers	80,045	119,918	120,000	130,000	135,000
Number of special event trains	NA	230	263	238	218
Charters	2	4	20	12	20
Number of Train Operations (a run out and back is considered one operation)	384	415	444	430	434
Trackage Inspections	0	12	12	12	12
Train Safety Meetings	82	120	150	60	60
Conductor/Engineer training hours	250	120	120	120	120

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**FY 2024-25 APPROVED OPERATING BUDGET**

**Special Revenue Fund**

**CVB – Sister Cities**

**115-350-010**

**Division Description**

The Sister Cities Division within CVB is responsible for promoting cultural and educational exchange programs between Grapevine and the sister cities, promoting professional, business and economic exchanges between the sister cities, promoting opportunities for tourism between citizens of the sister cities and fostering economic benefits from the sister city program.

**FY24 Division Accomplishments**

- Completed four Sister City International Missions (Parras, Krems, West Lothian, and Barossa).
- Hosted 19 International Sister City Delegates for GrapeFest.
- Sister City volunteers participated in Keep Grapevine Beautiful campaign throughout the year.
- Raised over \$15,000 in Sister City fundraisers throughout FY24.

**FY25 Division Goals and Objectives**

- Conduct Sister City International Missions to Parras, West Lothian, and Barossa in FY25.
- Host official delegations from Barossa and Parras for 39<sup>th</sup> Annual GrapeFest.
- Continue in the Keep Grapevine Beautiful campaign throughout FY25.
- Increase Sister City fundraiser revenue to \$20,000+ in FY25.
- Increase Sister City volunteer sign-ups by 15 families in FY25.
- To promote cultural and educational exchange programs between Grapevine and the Sister Cities.
- Promote professional, business and economic exchanges between the Sister Cities.
- Promote opportunities for tourism between citizens of the Sister Cities.
- Foster economic benefits from the Sister City program.

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Supplies	772	2,347	6,625	3,845	8,400
<b>Total</b>	<b>772</b>	<b>2,347</b>	<b>6,625</b>	<b>3,845</b>	<b>8,400</b>

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Outbound student programs	0	0	2	0	2
Inbound student programs	0	0	2	0	2
Official programs outbound	0	0	2	18	55
Official programs inbound	0	0	2	24	45
Unofficial exchanges outbound	1	1	3	3	3
Unofficial exchanges inbound	0	0	3	8	9
Number of participants in sister city committees and progr:	330	300	300	490	500

**FY 2024-25 APPROVED OPERATING BUDGET**

**Special Revenue Fund**

**CVB – Grapevine Wine Pouring Society**

**115-350-011**

**Division Description**

The Grapevine Wine Pouring Society Division within CVB serves as Grapevine’s ambassadors and a strong volunteer base for festivals and events, creates an awareness of Grapevine’s wine and craft brew related attractions and events. The Division enhances the Grapevine experience for festival attendees, convention attendees including visitors and develops a group of knowledge, TABC-certified wine and craft brew pourers through training.

**FY24 Division Accomplishments**

- Served more than 2,600 volunteer hours at Grapevine’s annual festivals and events.
- Conducted successful wine knowledge missions to various Texas wineries.
- Completed 52 TABC certifications.
- Increased educational programming at monthly meetings by 25%.

**FY25 Division Goals and Objectives**

- Increase membership by 10%.
- Conduct missions to grow in knowledge about the Texas Wine Industry.
- Complete TABC certifications for membership by 10%.
- Grow monthly attendance at meetings (currently at approximately 85 members per meeting) by 6%.

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Supplies	8,095	15,480	9,675	14,093	13,425
<b>Total</b>	<b>8,095</b>	<b>15,480</b>	<b>9,675</b>	<b>14,093</b>	<b>13,425</b>

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Number of events serviced by the Grapevine Wine Pouring Society	22	23	25	25	27
Number of hours of service provided by Grapevine wine pourers	1,563	3,047	2,800	2,900	3,000
Average attendance at monthly Grapevine Wine Pouring Society meetings	77	90	85	90	95
Number of TABC certifications	59	43	120	120	120
Number of events serviced by the Grapevine Craft Brew Guild	8	9	20	9	9
Number of hours of service provided by Grapevine Craft Brew Guild	692	948	475	548	550
Average attendance at monthly Grapevine Craft Brew Guild meetings	19	24	28	30	30
Number of TABC certifications	18	23	20	18	18

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**FY 2024-25 APPROVED OPERATING BUDGET****Special Revenue Fund****Visitor Shuttle System - CVB****216-350-012****Division Description**

The Visitor Shuttle System Division within CVB is responsible for connecting hotel and airport guests with Grapevine's dining venues, shopping and attractions and connecting commuter rail ridership with Grapevine's dining venues, shopping and attractions.

**FY24 Division Accomplishments**

- Obtained sponsorship from Meow Wolf and wrapped one Visitor Shuttle in a custom designed Meow Wolf wrap.
- Achieved a ridership of 43,185 riders, an increase of 49% over FY23, achieved by adding additional route and additional days of service.
- Offered additional training opportunities for drivers.

**FY25 Division Goals and Objectives**

- Obtain a second Grapevine merchant sponsorship to wrap 1 additional shuttle.
- Increase ridership by 5% for 45,350 riders in FY25.
- Return interior sponsorship marketing signage to the shuttles to promote Grapevine merchants.

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Personnel	162,001	201,180	378,544	256,092	386,433
Supplies	9,225	30,225	67,750	43,300	69,600
Maintenance	-	-	500	-	-
Services	2,467	257,696	291,624	268,187	319,931
Insurance	96,066	49,676	63,365	63,574	62,271
<b>Total</b>	<b>269,759</b>	<b>538,777</b>	<b>801,783</b>	<b>631,153</b>	<b>838,235</b>

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Total Ridership for the year	3,700	29,010	30,000	44,000	46,000
Economic Impact of ridership	\$867,913	\$2,552,880	\$3,547,200	\$3,872,000	\$4,048,000

**FY 2024-25 APPROVED OPERATING BUDGET  
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE  
CONVENTION AND LEISURE INCENTIVES FUND**

	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Estimate	2024-25 Approved
<b>BEGINNING FUND BALANCE:</b>	5,041,387	5,950,835	6,455,106	6,455,106	6,964,103
<b>OPERATING REVENUE:</b>					
Occupancy Taxes	5,249,972	6,100,804	5,071,496	6,177,485	5,201,932
Interest Income	39,848	252,877	1,000	50,000	180,000
Miscellaneous	131,496	88,436	10,000	10,000	15,000
<b>Total Operating Revenue</b>	<b>5,421,316</b>	<b>6,442,117</b>	<b>5,082,496</b>	<b>6,237,485</b>	<b>5,396,932</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>5,421,316</b>	<b>6,442,117</b>	<b>5,082,496</b>	<b>6,237,485</b>	<b>5,396,932</b>
<b>OPERATING EXPENDITURES:</b>					
Supplies	225	-	-	-	-
Services	4,511,643	5,937,846	4,980,602	5,728,488	5,009,419
<b>Total Operating Expenditures</b>	<b>4,511,868</b>	<b>5,937,846</b>	<b>4,980,602</b>	<b>5,728,488</b>	<b>5,009,419</b>
<b>TRANSFERS OUT:</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL EXPENDITURES AND TRANSFERS</b>	<b>4,511,868</b>	<b>5,937,846</b>	<b>4,980,602</b>	<b>5,728,488</b>	<b>5,009,419</b>
<b>SURPLUS / (DEFICIT)</b>	<b>909,448</b>	<b>504,271</b>	<b>101,894</b>	<b>508,997</b>	<b>387,513</b>
<b>ENDING FUND BALANCE:</b>	<b>5,950,835</b>	<b>6,455,106</b>	<b>6,557,000</b>	<b>6,964,103</b>	<b>7,351,616</b>

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

<b>Account/Description</b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
31710 Hotel Tax Incentives 1%	5,249,972	6,100,804	5,071,496	6,177,485	5,201,932
<b>HOTEL TAX INCENTIVE</b>	<b>5,249,972</b>	<b>6,100,804</b>	<b>5,071,496</b>	<b>6,177,485</b>	<b>5,201,932</b>
39230 Interest Earned	39,848	252,877	1,000	50,000	180,000
<b>INTEREST INCOME</b>	<b>39,848</b>	<b>252,877</b>	<b>1,000</b>	<b>50,000</b>	<b>180,000</b>
34814 Sponsor Income	131,141	88,436	10,000	5,000	15,000
39999 Misc. Revenues	355	-	-	5,000	-
<b>MISCELLANEOUS</b>	<b>131,496</b>	<b>88,436</b>	<b>10,000</b>	<b>10,000</b>	<b>15,000</b>
<b>TOTAL CVB INCENTIVES REVENUE</b>	<b>5,421,316</b>	<b>6,442,117</b>	<b>5,082,496</b>	<b>6,237,485</b>	<b>5,396,932</b>

**FY 2024-25 APPROVED OPERATING BUDGET**

**Special Revenue Fund**

**Convention and Visitors Bureau (CVB) Incentives**

**215-225-001**

**Department Description**

The Convention and Visitors Bureau (CVB) Incentives is responsible for 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 and to educate meeting planners on the benefits of the 215-incentive program.

**Mission Statement**

The Convention & Visitors Bureau acts as the promotional arm of the City of Grapevine and is responsible for actively selling, marketing and publicizing Grapevine globally. The Bureau promotes the city’s hotels, meeting facilities, historic and family attractions, festivals and events, dining establishments and retail businesses to the group meetings and leisure markets.

**FY24 Department Accomplishments**

- 172 bookings generated through financial incentives (+43% to Budget Goal).
- 239,000 room nights booked through financial incentives (+27% to Budget Goal).
- Economic impact of bookings with financial incentives: \$162M (+15% to Budget Goal).
- Economic impact of SMERF bookings with financial incentives: \$52M (-17% to Budget Goal).

**FY25 Department Goals and Objectives**

- 125 bookings generated through financial incentives.
- 300,000 room nights booked through financial incentives.
- Economic impact of bookings with financial incentives: \$225M.
- Economic impact of SMERF bookings with financial incentives: \$50M.

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Supplies	225	-	-	-	-
Services	4,511,643	5,937,846	4,980,602	5,728,488	5,009,419
<b>Total</b>	<b>4,511,868</b>	<b>5,937,846</b>	<b>4,980,602</b>	<b>5,728,488</b>	<b>5,009,419</b>

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Number of bookings generated through financial incentives	125	109	130	115	120
Number of room nights booked through financial incentives	177,803	178,556	185,000	185,000	188,000
Economic impact of bookings with financial incentives	\$140M	\$116M	\$135M	\$135M	\$140M
Economic impact of social, military, educational, religious and fraternal meetings booked	\$59M	\$53M	\$60M	\$60M	\$63M
Number of total impressions for incentive marketing from print/digital/TV/radio	52.7M	119.2M	115M	120M	120M
Number of trade promotional events from international representation companies	NA	7	10	29	29



**FY 2024-25 APPROVED OPERATING BUDGET  
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE  
STORMWATER DRAINAGE UTILITY FUND**

	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Estimate	2024-25 Approved
<b>BEGINNING FUND BALANCE:</b>	1,582,827	1,428,761	1,480,066	1,480,066	1,568,575
<b>OPERATING REVENUE:</b>					
Drainage Utility Fees	1,516,846	1,520,316	1,535,532	1,503,229	1,540,000
Interest Income	8,401	44,535	15,000	43,229	15,000
Interest Income - 2000 C.O.	1,748	10,540	2,000	12,497	2,000
Miscellaneous	1,050	-	-	1,700,000	-
<b>Total Operating Revenue</b>	<b>1,528,045</b>	<b>1,575,391</b>	<b>1,552,532</b>	<b>3,258,955</b>	<b>1,557,000</b>
<b>TRANSFERS IN:</b>	-	-	-	-	-
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>1,528,045</b>	<b>1,575,391</b>	<b>1,552,532</b>	<b>3,258,955</b>	<b>1,557,000</b>
<b>OPERATING EXPENDITURES:</b>					
Personnel	542,446	535,821	627,296	592,313	699,812
Supplies	21,310	24,159	35,700	18,423	35,700
Maintenance	200,844	166,752	125,000	143,943	125,000
Services	14,389	301,417	220,165	363,462	232,767
Insurance	180,574	187,348	224,346	224,939	221,560
Capital Outlay	607,896	215,558	210,000	1,717,561	535,000
<b>Total Operating Expenditures</b>	<b>1,567,459</b>	<b>1,431,055</b>	<b>1,442,507</b>	<b>3,060,641</b>	<b>1,849,839</b>
<b>TRANSFERS OUT:</b>					
Transfer to General Fund - Admin Fee	114,652	117,364	110,025	109,805	110,025
Transfer to Debt Service Fund	-	-	-	-	222,815
<b>Total Transfers Out</b>	<b>114,652</b>	<b>117,364</b>	<b>110,025</b>	<b>109,805</b>	<b>332,840</b>
<b>TOTAL EXPENDITURES AND TRANSFERS</b>	<b>1,682,111</b>	<b>1,548,419</b>	<b>1,552,532</b>	<b>3,170,446</b>	<b>2,182,679</b>
<b>SURPLUS / (DEFICIT)</b>	<b>(154,066)</b>	<b>51,305</b>	<b>-</b>	<b>88,509</b>	<b>(625,679)</b>
<b>ENDING FUND BALANCE:</b>	<b>1,428,761</b>	<b>1,480,066</b>	<b>1,480,066</b>	<b>1,568,575</b>	<b>942,896</b>
<b>FUND BALANCE REQUIREMENT:</b>	<b>275,866</b>	<b>253,941</b>	<b>254,615</b>	<b>519,953</b>	<b>357,959</b>

\* Fund balance requirement is 16.4% of total budgeted expenditures (60 days of operation).  
The FY 2024-25 projected Ending Fund Balance represents 185 days of operation.

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

<b>Account/Description</b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
<b>DRAINAGE UTILITY FEE</b>	<b>1,516,846</b>	<b>1,520,316</b>	<b>1,535,532</b>	<b>1,503,229</b>	<b>1,540,000</b>
39230 Interest Income	8,401	44,535	15,000	43,229	15,000
39230 Interest Income	1,748	10,540	2,000	12,497	2,000
<b>INTEREST INCOME</b>	<b>10,149</b>	<b>55,075</b>	<b>17,000</b>	<b>55,726</b>	<b>17,000</b>
39999 Misc. Revenues	1,050	-	-	-	-
Other Sources of Income				1,700,000	
<b>MISCELLANEOUS</b>	<b>1,050</b>	<b>-</b>	<b>-</b>	<b>1,700,000</b>	<b>-</b>
<b>TOTAL STORMWATER DRAINAGE UTILITY FUND</b>	<b>1,528,045</b>	<b>1,575,391</b>	<b>1,552,532</b>	<b>3,258,955</b>	<b>1,557,000</b>

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## FY 2024-25 APPROVED OPERATING BUDGET

### Special Revenue Fund

#### Stormwater Drainage Utility (SDUS)

116-535-001

#### **FOCUS AREA(S)**

Infrastructure

#### **Department Description**

The Stormwater Drainage Utility (SDUS) Department excavates and regrades roadside ditches and outfalls, cleans concrete pipe, inspects storm sewer structures, repair gutter line to reduce ponding of water, provide erosion control and clean and remove brush and debris along bridge embankments.

#### **Mission Statement**

The City of Grapevine manages and monitors the discharge of stormwater from the City's storm system to surface and ground waters. This program guides the storm drainage system operations of the City and is permitted by the State of Texas. Under the State Permit, the City manages the following:

- MS4 Maintenance Activities
- Post-Construction Stormwater Control Measures
- Illicit Discharge Detection and Elimination
- Pollution Prevention and Good Housekeeping for Municipal Operations
- Industrial & High-Risk Runoff
- Construction Site Stormwater Runoff
- Public Education and Outreach/Public Involvement and Participation
- Monitoring, Evaluating and Reporting

#### **FY24 Department Accomplishments**

- Crews worked on regrading and rebuilding of culverts and driveways on Forrest Hills, Ridge and Lakeridge to help with flooding issues.
- Crew members worked on several downed trees in various creeks due to storms in May.
- The Department was part of the all hands debris clean up across the city due to the wind and rain storm in the early summer.
- Crew members assisted off and on through the year on the Kimball Road Raising Project. Installed a large arch pipe system in this location.
- Cleaned and inspected over 900 inlet structures and swept over 18,000 lane miles of roadway.

#### **FY25 Department Goals and Objectives**

- Crews will continue addressing ditches and culverts in need along all open ditch roadways in the City.
- The Department will be constructing a new drainage flume on Wintergreen where a new easement was granted to the city.
- Crew members will be sweeping Streets and leaf collection trucks this fall and winter.
- The Department is going to work on a few issues addressing water seepage onto sidewalks by installing French drains in these areas.
- Excavate, re-grade and re-sod 12,000 linear feet of roadside ditches and outfalls.
- Cleans, 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>EXPENDITURES BY DIVISION</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Stormwater Drainage Utility System (SDUS) - Operator	1,682,111	1,548,419	1,552,532	3,170,446	2,182,679
<b>Total</b>	<b>1,682,111</b>	<b>1,548,419</b>	<b>1,552,532</b>	<b>3,170,446</b>	<b>2,182,679</b>

**POSITION SUMMARY BY DEPARTMENT**

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

<b>SDUS - OPERATIONS</b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Street Foreman	1.0	1.0	1.0	1.0	1.0
Senior 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 - CDL	1.0	1.0	1.0	1.0	1.0
GIS Engineering Specialist	1.0	1.0	1.0	-	-
GIS Manager	-	-	-	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>

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Personnel	542,446	535,821	627,296	592,313	699,812
Supplies	21,310	24,159	35,700	18,423	35,700
Maintenance	200,844	166,752	125,000	143,943	125,000
Services	14,389	301,417	220,165	363,462	232,767
Insurance	180,574	187,348	224,346	224,939	221,560
Capital Outlay	607,896	215,558	210,000	1,717,561	535,000
Transfers	114,652	117,364	110,025	109,805	332,840
<b>Total</b>	<b>1,682,111</b>	<b>1,548,419</b>	<b>1,552,532</b>	<b>3,170,446</b>	<b>2,182,679</b>

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Ditch excavation (linear feet)	12,000	12,500	12,000	11,100	12,000
Reset reinforced concrete pipe (linear feet)	800	820	800	720	800
Clean storm sewer structures (ea.)	950	780	950	750	900
Clean debris adjacent to bridges (times / year)	4	4	4	4	4
Sweeping miles	17,000	19,500	17,000	19,900	15,000

**FY 2024-25 APPROVED OPERATING BUDGET  
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE  
CRIME CONTROL & PREVENTION DISTRICT**

	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Estimate	2024-25 Approved
<b>BEGINNING FUND BALANCE:</b>	13,629	2,885,391	6,548,290	6,548,290	9,519,051
<b>OPERATING REVENUE:</b>					
Sales Tax (1/2 cent)	18,017,690	19,411,625	18,750,000	21,297,031	21,250,000
Jail Services	-	445,969	446,000	445,969	446,000
Commercial Vehicle Enforcement	59,448	61,183	107,000	106,786	70,000
Interest Income	28,950	421,875	35,000	456,857	35,000
Miscellaneous	37,464	42,585	11,400	148,625	11,600
<b>Total Operating Revenue</b>	<b>18,143,552</b>	<b>20,383,237</b>	<b>19,349,400</b>	<b>22,455,268</b>	<b>21,812,600</b>
<b>TRANSFERS IN:</b>					
Transfer from General Fund	4,291,740	4,519,575	3,759,649	3,759,649	2,416,788
<b>Total Transfers In</b>	<b>4,291,740</b>	<b>4,519,575</b>	<b>3,759,649</b>	<b>3,759,649</b>	<b>2,416,788</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>22,435,292</b>	<b>24,902,812</b>	<b>23,109,049</b>	<b>26,214,917</b>	<b>24,229,388</b>
<b>OPERATING EXPENDITURES:</b>					
Personnel	13,934,798	15,359,476	15,852,078	15,935,143	16,607,727
Supplies	656,996	617,530	758,910	804,314	955,875
Maintenance	185,884	217,702	145,950	201,989	484,350
Insurance	3,040,160	3,173,800	4,029,571	4,026,783	3,716,392
Services	1,738,274	1,819,581	2,282,540	2,236,007	2,465,044
Capital Outlay	7,418	51,824	40,000	39,920	-
<b>Total Operating Expenditures</b>	<b>19,563,530</b>	<b>21,239,913</b>	<b>23,109,049</b>	<b>23,244,156</b>	<b>24,229,388</b>
<b>TOTAL EXPENDITURES AND TRANSFERS</b>	<b>19,563,530</b>	<b>21,239,913</b>	<b>23,109,049</b>	<b>23,244,156</b>	<b>24,229,388</b>
<b>SURPLUS / (DEFICIT)</b>	<b>2,871,762</b>	<b>3,662,899</b>	<b>-</b>	<b>2,970,761</b>	<b>-</b>
<b>ENDING FUND BALANCE:</b>	<b>2,885,391</b>	<b>6,548,290</b>	<b>6,548,290</b>	<b>9,519,051</b>	<b>9,519,051</b>

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

Account/Description	2021-22	2022-23	2023-24	2023-24	2024-25
	Actual	Actual	Budget	Estimate	Approved
31204 Sales Taxes	18,017,690	19,411,625	18,750,000	21,297,031	21,250,000
<b>SALES TAXES</b>	<b>18,017,690</b>	<b>19,411,625</b>	<b>18,750,000</b>	<b>21,297,031</b>	<b>21,250,000</b>
33300 Jail Services	-	445,969	446,000	445,969	<b>446,000</b>
<b>JAIL SERVICES</b>	<b>-</b>	<b>445,969</b>	<b>446,000</b>	<b>445,969</b>	<b>446,000</b>
35206 Commercial Vehicle Enf.	-	-	-	-	70,000
35206 Commercial Vehicle Enf.	59,448	61,183	107,000	106,786	-
<b>COMM VEHICLE ENFORCEMENT</b>	<b>59,448</b>	<b>61,183</b>	<b>107,000</b>	<b>106,786</b>	<b>70,000</b>
39230 Interest On Investme	28,950	421,875	35,000	456,857	35,000
<b>INTEREST INCOME</b>	<b>28,950</b>	<b>421,875</b>	<b>35,000</b>	<b>456,857</b>	<b>35,000</b>
35223 City Child Safety Fee	410	560	400	506	600
35325 School Crossing Guards	1,981	2,830	4,500	1,516	4,500
39210 Intergovernmental Revenue	35,071	5,877	-	146,603	-
39999 Miscellaneous Revenue	2	33,318	6,500	-	6,500
<b>MISCELLANEOUS</b>	<b>37,464</b>	<b>42,585</b>	<b>11,400</b>	<b>148,625</b>	<b>11,600</b>
53100 Transfers In - General Fund	4,291,740	4,519,575	3,759,649	3,759,649	2,416,788
<b>TRANSFERS IN</b>	<b>4,291,740</b>	<b>4,519,575</b>	<b>3,759,649</b>	<b>3,759,649</b>	<b>2,416,788</b>
<b>TOTAL CCPD REVENUE</b>	<b>22,435,292</b>	<b>24,902,812</b>	<b>23,109,049</b>	<b>26,214,917</b>	<b>24,229,388</b>

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**FY 2024-25 APPROVED OPERATING BUDGET**

**Special Revenue Fund**

**117-209 Crime Control and Prevention District (CCPD)**

**FOCUS AREA(S)**

Safety and Security

**Department Description**

The Crime Control and Prevention District Department is responsible for providing a safe community for our citizens, businesses, and visitors. The Department empowers the community to reduce vehicle crashes and crash-related injuries and deaths, it also investigates and resolves all types of crimes that occur within the city and expeditiously received and responds to emergency calls for service. Within the Crime Control and Prevention District Department is the Uniform Operations, Criminal Investigation, Technical Services, Jail Operations, Management Services and Dispatch Division.

**Mission Statement**

The mission of the Grapevine Police Department is to provide a safe community for our citizens, businesses, and visitors. We endeavor to provide the highest quality police services by applying the values identified on our Principle Compass.

**FY24 Department Accomplishments**

- Community relationships and partnerships have dramatically reduced crime and displaced the criminal element outside the city limits of Grapevine.

**FY25 Department Goals and Objectives**

- Complete Texas Police Chief Association Accreditation process.
- Implement Beat Management System in the Uniform Operations Division
- Increase the use of technological resources to investigative initiatives.
- Operate at full staffing (sworn and professional staff).

<b><u>EXPENDITURES BY DIVISION</u></b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2023-24</b>	<b>2024-25</b>
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimate</b>	<b>Approved</b>
Uniform Operations	12,185,153	12,753,631	14,073,402	13,750,752	14,325,457
Criminal Investigations	2,414,908	2,684,422	2,744,063	2,475,473	2,744,241
Technical Services	3,529,104	4,154,453	4,464,921	4,501,448	2,955,352
Jail Operations	779,627	807,570	797,225	930,293	966,971
Commercial Vehicle Enforcement	290,117	282,233	312,848	146,270	-
Management Services	357,203	510,517	676,590	657,187	612,364
Dispatch	-	-	-	-	2,625,003
<b>Total</b>	<b>19,556,112</b>	<b>21,192,826</b>	<b>23,069,049</b>	<b>23,244,156</b>	<b>24,229,388</b>

<b>POSITION SUMMARY BY DEPARTMENT</b>
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**PERS ONNEL - FULL TIME EQUIVALENTS (FTE)**

<b><u>POLICE</u></b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2023-24</b>	<b>2024-25</b>
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimate</b>	<b>Proposed</b>
Police Captain	3.0	3.0	3.0	3.0	3.0
Lieutenant	5.0	5.0	5.0	5.0	5.0
Sergeant	13.0	14.0	14.0	14.0	14.0
Police Officer	57.0	55.0	55.0	55.0	55.0
Police Recruit	5.0	5.0	5.0	5.0	5.0
Police Media Manager	1.0	1.0	1.0	1.0	1.0
Secretary	4.0	4.0	4.0	4.0	4.0
Crime Analyst	1.0	1.0	1.0	1.0	1.0
Crime Scene Investigator	2.0	2.0	2.0	2.0	2.0
Technical Services Captain	1.0	1.0	1.0	1.0	1.0
Emergency Communications Manager	1.0	1.0	1.0	1.0	1.0
Emergency Communications Supervisor	3.0	3.0	3.0	3.0	3.0
Emergency Communications Specialist	14.0	14.0	14.0	14.0	14.0
Property Evidence Technician	2.0	2.0	2.0	2.0	2.0
Technical Services Specialist	2.0	2.0	2.0	2.0	2.0
Police Support Services Manager	1.0	1.0	1.0	1.0	1.0
Police Records Coordinator	5.0	5.0	5.0	5.0	5.0
Detention Supervisor	1.0	1.0	1.0	1.0	1.0
Detention Officer	11.0	11.0	11.0	11.0	11.0
<b>TOTAL FULL-TIME POSITIONS</b>	<b>132.0</b>	<b>131.0</b>	<b>131.0</b>	<b>131.0</b>	<b>131.0</b>



**FY 2024-25 APPROVED OPERATING BUDGET**

**Special Revenue Fund**

**CCPD – Uniform Operations**

**117-209-002**

**Division Description**

The Uniform Operations Division within the Crime Control and Prevention District (CCPD) Department encourages compliance with applicable traffic laws through enforcement and provides proactive enforcement response to specific crime patterns and traffic concerns.

**FY24 Division Accomplishments**

- Provide a safe community for our citizens, businesses, and visitors.
- Empower the community to reduce crime and crime opportunities.
- Reduce vehicle crashes and crash-related injuries and deaths.
- Investigate and resolve all types of crimes that occur within the city.
- Expeditiously receive and respond to emergency calls for service.
- Provide the highest quality of life for animals and citizens.

**FY25 Division Goals and Objectives**

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

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Personnel	7,860,922	8,494,286	9,008,406	8,682,082	9,387,651
Supplies	1,195,505	234,114	269,845	285,898	306,395
Maintenance	7,537	3,552	5,000	4,415	5,000
Services	125,107	892,129	808,415	798,157	910,019
Insurance	2,996,082	3,129,550	3,981,736	3,980,200	3,716,392
<b>Total</b>	<b>12,185,153</b>	<b>12,753,631</b>	<b>14,073,402</b>	<b>13,750,752</b>	<b>14,325,457</b>

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Calls for Service	72,000	53,000	70,000	60,000	60,000
Traffic Stops	13,000	20,000	15,000	15,000	20,000
Traffic Citations	5,000	7,000	7,500	7,000	8,000
DWI Arrests	400	250	300	300	300

**FY 2024-25 APPROVED OPERATING BUDGET**

**Special Revenue Fund**

**CCPD – Criminal Investigations**

**117-209-003**

**Division Description**

The Criminal Investigations Division within the Crime Control and Prevention District (CCPD) Department is responsible for conducting follow-up investigations of all cases involving an arrest, including traffic and alcohol-related offences. The Division is also responsible for providing follow-up investigations of all cases with a high solvability factor and it also tracks all registered sex offenders in the city to ensure compliance.

**FY24 Division Accomplishments**

- Investigated multiple cases that resulted in the recovery of millions of dollars’ worth of property, dozens of felony arrests and the protection domestic violence victims against additional acts of violence.

**FY25 Division Goals and 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>EXPENDITURES BY OBJECT</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Personnel	2,308,873	2,531,484	2,613,463	2,348,594	2,610,241
Supplies	21,488	32,029	36,400	35,465	38,800
Services	84,547	120,909	94,200	91,414	95,200
<b>Total</b>	<b>2,414,908</b>	<b>2,684,422</b>	<b>2,744,063</b>	<b>2,475,473</b>	<b>2,744,241</b>

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Follow-up investigation for 100% of all applicable arrests	1,150	1,168	1,250	1,200	1,275
Follow-up investigation for 100% of all high solvability cases	1,675	2,019	1,775	2,000	2,000
Track all registered sex offenders in the city to ensure compliance.	14	13	13	18	18

**FY 2024-25 APPROVED OPERATING BUDGET**

**Special Revenue Fund**

**CCPD – Technical Services**

**117-209-004**

**Division Description**

The Criminal Investigations Division within the Crime Control and Prevention District (CCPD) Department is responsible for providing a maximum of a 3-minute response time for Priority 1 calls for service, measured from the beginning of the telephone call to the dispatch of the appropriate unit. The Division also provides a maximum of a 7-minute response time to dispatch non-emergency calls for service and is responsible for conducting three education programs with the Citizen’s Police Academy, Grapevine-Colleyville Independent School District and other service organizations.

**FY24 Division Accomplishments**

- Implemented new software programs to better monitor assets and general orders development.
- Handled incoming property in an effective and timely matter.
- Responded and processed increased numbers of citizen online reports and open records requests.
- Completed an influx of court ordered record expunctions and seals.

**FY25 Division Goals and Objectives**

- Process evidence destructions in a timely manner and ensure we maintain an orderly property room.
- Process all open records request in ten days or less.
- Maintain computer systems supporting the public safety divisions.

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Personnel	2,425,441	2,836,176	2,752,836	2,926,455	1,209,417
Supplies	251,091	315,768	412,105	442,957	520,205
Maintenance	178,347	214,150	134,950	197,574	140,550
Services	674,225	783,622	1,165,030	934,462	1,085,180
Capital Outlay	-	4,737	-	-	-
<b>Total</b>	<b>3,529,104</b>	<b>4,154,453</b>	<b>4,464,921</b>	<b>4,501,448</b>	<b>2,955,352</b>

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Property destructions taken to off-site destruction company.	1	1	1	1	1
Percentage of open records requests received and completed.	N/A	100%	100%	100%	100%
Number of completed computer replacements including workstations	N/A	33	N/A	20	20

**FY 2024-25 APPROVED OPERATING BUDGET**

**Special Revenue Fund**

**CCPD – Jail Operations**

**117-209-008**

**Division Description**

The Jail Operations Division within the Crime Control and Prevention District (CCPD) Department is responsible for providing quality and efficient detention services, maintaining adequate levels of sanitation throughout the jail and provide nutritional means to inmates while also maintaining compliance of safety.

**FY24 Division Accomplishments**

- Effectively processed 122 inmates and transported 66 inmates to Tarrant County Jail for the City of Grapevine.
- Effectively processed 121 inmates and transported 76 inmates to Dallas County Jail for the City of Addison.
- Effectively processed 70 inmates and transported 43 inmates to Dallas County Jail for the City of Coppell.

**FY25 Division Goals and 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>EXPENDITURES BY OBJECT</u></b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2023-24</b>	<b>2024-25</b>
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimate</b>	<b>Approved</b>
Personnel	741,290	753,072	747,635	879,432	909,896
Supplies	33,566	35,185	36,890	38,887	46,675
Services	4,771	19,313	12,700	11,974	10,400
<b>Total</b>	<b>779,627</b>	<b>807,570</b>	<b>797,225</b>	<b>930,293</b>	<b>966,971</b>

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2023-24</b>	<b>2024-25</b>
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimate</b>	<b>Approved</b>
Hourly check of inmates	8,700	8,700	8,700	8,700	8,700
Weekly jail inspection and daily checks	417	417	417	417	417
Inmate evacuation drills	12	12	12	12	12

**FY 2024-25 APPROVED OPERATING BUDGET**

**Special Revenue Fund**

**CCPD – Management Services**

**117-209-010**

**Division Description**

The Management Services Division within the Crime Control and Prevention District (CCPD) Department is responsible for increasing citizen and community awareness of the police department’s function by conducting two citizen’s police academy classes annually. The Division is also responsible for increasing officer awareness of modern policing techniques through training and increasing community awareness of crime trends and prevention techniques by conducting crime prevention seminars.

**FY24 Division Accomplishments**

- Full compliance with legislative requirement of having an officer permanently assigned to schools.
- Significantly increased the hiring of personnel (to include professional staff) and fulfilling the sworn personnel positions 100%.
- Compliance with State mandated training in accordance with Texas Commission on Law Enforcement (TCOLE).
- Continued the implementation of community building programs, such as National Night Out Drug Take Back, and Citizens Police Academy.

**FY25 Division Goals and 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.
- Increase community awareness of crime trends and prevention techniques by conducting crime prevention seminars.

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Personnel	357,116	509,906	483,295	537,232	418,319
Services	87	611	193,295	119,955	194,045
<b>Total</b>	<b>357,203</b>	<b>510,517</b>	<b>676,590</b>	<b>657,187</b>	<b>612,364</b>

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Citizen's police academy classes	1	1	2	2	2
Mandate TCOLE training requirements for all personnel	100%	100%	100%	100%	100%

**FY 2024-25 APPROVED OPERATING BUDGET**

**Special Revenue Fund**

**CCPD – Dispatch**

**117-209-012**

**Division Description**

The Dispatch Division within the Crime Control and Prevention District (CCPD) Department is responsible for providing a maximum of a 3-minute response time for Priority 1 calls for service, measured from the beginning of the telephone call to the dispatch of the appropriate unit. The Division also provides a maximum of a 7-minute response time to dispatch non-emergency calls for service and it conducts three education programs with the Citizen’s Police Academy, Grapevine-Colleyville Independent School District and other service organizations.

**FY24 Division Accomplishments**

- 99.5% of all 9-1-1 calls answered in 15 seconds or less.
- Participated in 4 community engagement events.

**FY25 Division Goals and Objectives**

- Provide a maximum of a 3-minute response time for priority 1 calls for service, measured from the beginning of the telephone call to the dispatch of the appropriate unit.
- Provide a maximum of a 7-minute to dispatch non-emergency calls for service.
- Conduct three educational programs with the Citizen’s Police Academy, Grapevine-Colleyville Independent School District and other service organizations.
- Answer 90% of all 9-1-1 calls in 15 seconds or less (NENA standard)
- Participate in 4 or more community engagement events.

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2023-24</b>	<b>2024-25</b>
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimate</b>	<b>Approved</b>
Personnel	-	-	-	-	2,072,203
Supplies	-	-	-	-	43,800
Maintenance	-	-	-	-	338,800
Services	-	-	-	-	170,200
<b>Total</b>	-	-	-	-	<b>2,625,003</b>

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2023-24</b>	<b>2024-25</b>
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimate</b>	<b>Approved</b>
Average response time for all Priority 1 calls (minutes)	2:30	2:32	2:45	2:45	2:45
Average response time for non-emergency calls (minutes)	6:00	6:12	6:30	6:30	6:30
Education programs conducted	3	3	3	5	4

**FY 2024-25 APPROVED OPERATING BUDGET  
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE  
LAKE PARKS SPECIAL REVENUE FUND**

	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Estimate	2024-25 Approved
<b>BEGINNING FUND BALANCE:</b>	-	279,322	778,868	778,868	728,300
<b>OPERATING REVENUE:</b>					
Boat Ramp Fees	108,770	100,984	130,000	54,365	130,000
Pavilion Fees	42,710	32,973	45,000	31,650	70,000
Camping Fees	2,033,784	2,471,614	2,400,000	2,044,000	2,400,000
Entrance Fees	370,287	414,714	365,000	141,820	400,000
Recreation Fees	466,330	314,388	456,000	223,519	516,800
Merchandise and Other Sales	201,373	231,118	130,000	138,348	140,000
<b>Total Operating Revenue</b>	<b>3,223,254</b>	<b>3,565,791</b>	<b>3,526,000</b>	<b>2,633,702</b>	<b>3,656,800</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>3,223,254</b>	<b>3,565,791</b>	<b>3,526,000</b>	<b>2,633,702</b>	<b>3,656,800</b>
<b>OPERATING EXPENDITURES:</b>					
Personnel	540,027	543,660	612,130	631,241	692,837
Supplies	202,486	209,534	255,000	131,580	229,950
Maintenance	226,098	250,326	313,250	295,031	338,250
Services	1,759,987	1,849,988	1,619,423	1,480,257	1,632,983
Insurance	84,479	97,793	176,487	127,835	204,444
Capital Outlay	130,857	114,944	85,000	18,326	252,000
<b>Total Operating Expenditures</b>	<b>2,943,934</b>	<b>3,066,245</b>	<b>3,061,290</b>	<b>2,684,270</b>	<b>3,350,464</b>
<b>TRANSFERS OUT:</b>					
Transfer to Debt Service Fund	-	-	-	-	50,830
<b>Total Transfers Out</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>50,830</b>
<b>TOTAL EXPENDITURES AND TRANSFERS</b>	<b>2,943,934</b>	<b>3,066,245</b>	<b>3,061,290</b>	<b>2,684,270</b>	<b>3,401,294</b>
<b>SURPLUS / (DEFICIT)</b>	<b>279,322</b>	<b>499,546</b>	<b>464,710</b>	<b>(50,568)</b>	<b>255,506</b>
<b>ENDING FUND BALANCE:</b>	<b>279,322</b>	<b>778,868</b>	<b>1,243,578</b>	<b>728,300</b>	<b>983,806</b>

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

<b>Account/Description</b>	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Estimate	2024-25 Approved
34141 Boat Ramp Fees	108,770	100,984	130,000	54,365	130,000
<b>BOAT RAMP FEES</b>	<b>108,770</b>	<b>100,984</b>	<b>130,000</b>	<b>54,365</b>	<b>130,000</b>
34142 Pavilion Fees	15,163	18,685	15,000	3,050	40,000
34142 Pavilion Fees	27,547	14,288	30,000	28,600	30,000
<b>PAVILION FEES</b>	<b>42,710</b>	<b>32,973</b>	<b>45,000</b>	<b>31,650</b>	<b>70,000</b>
34143 Camping Fees	-	4,485	-	-	-
34143 Camping Fees	1,977,729	2,407,820	2,350,000	2,000,000	2,350,000
34143 Camping Fees	56,055	59,309	50,000	44,000	50,000
<b>CAMPING FEES</b>	<b>2,033,784</b>	<b>2,471,614</b>	<b>2,400,000</b>	<b>2,044,000</b>	<b>2,400,000</b>
34144 Entrance Fees	101,032	120,946	125,000	75,000	125,000
34144 Entrance Fees	48,745	58,788	40,000	6,820	50,000
34144 Entrance Fees	220,510	234,980	200,000	60,000	225,000
<b>ENTRANCE FEES</b>	<b>370,287</b>	<b>414,714</b>	<b>365,000</b>	<b>141,820</b>	<b>400,000</b>
34145 Recreation Fees	58,653	63,704	100,000	22,000	100,000
34145 Recreation Fees	79,241	91,713	60,000	96,104	70,000
34145 Recreation Fees	1,115	1,090	1,000	-	1,800
34145 Go Wild Program Reve	(34)	-	-	-	-
34145 Recreation Fees	29,163	35,170	-	-	-
34146 Dove Creek Day Camp	282,374	110,069	225,000	102,000	275,000
34312 Lake Parks Event Fee	15,818	12,642	70,000	3,415	70,000
<b>RECREATION FEES</b>	<b>466,330</b>	<b>314,388</b>	<b>456,000</b>	<b>223,519</b>	<b>516,800</b>
39210 Intergovernmental Re	9,271	-	-	-	-
39230 Interest Income	30	59,546	-	45,000	-
39951 Sale Of Merchandise	12,567	18,558	20,000	5,170	20,000
39951 Sale Of Merchandise	169,381	143,727	100,000	78,515	110,000
39999 Miscellaneous Income	3,596	952	3,000	4,607	3,000
39999 Miscellaneous Income	125	125	-	625	-
39999 Miscellaneous Income	6,403	8,210	7,000	4,431	7,000
<b>MERCHANDISE AND OTHER SALES</b>	<b>201,373</b>	<b>231,118</b>	<b>130,000</b>	<b>138,348</b>	<b>140,000</b>
<b>TOTAL LAKE PARKS REVENUE</b>	<b>3,223,254</b>	<b>3,565,791</b>	<b>3,526,000</b>	<b>2,633,702</b>	<b>3,656,800</b>



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## FY 2024-25 APPROVED OPERATING BUDGET

### Special Revenue Fund

#### 119-312 Lake Parks

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#### FOCUS AREA(S)

High Service Levels/Quality of Life, Infrastructure

#### Department Description

The Lake Parks Department is responsible for ensuring all people have access to parks and programs, providing development opportunities and resources for team members to achieve a culture of excellence, enhancing stewardship of natural resources and delivering quality parks, services and programs. The Department is also responsible for striving for responsive and responsible provision of leisure opportunities while also taking a proactive approach for patrons, staff and resource protection. Within the Lake Parks Department is the Lake Parks Administration, Rockledge, Katie's Woods, Vineyards, Oak Grove, McPherson Slough, Lakeview and Meadowmere Division.

The Lake Parks (119 Special Revenue Fund) is one division under within the Parks & Recreation Department. Though separated for accounting purposes, the various locations (The Vineyards, Meadowmere, Oak Grove, etc.) all are administered and operated by the same manager, maintenance and operations staff; and as such, the Accomplishments, Goals and Objectives are not separated out per geographic area. This is consistent with the Operating Budget Report that only shows one set of Objectives and Performance Indicators for the entire Lake Parks Division.

There are 4 separate leases between the US Army Corps of Engineers and the City of Grapevine which include the geographical areas listed below. Each area is operated under the Lake Parks Division of the Parks & Recreation Department.

#### Mission Statement

It is the mission of Grapevine Parks and Recreation to enhance the quality of life of the citizens of Grapevine, through the stewardship of natural resources and the responsive provision of quality leisure opportunities. The Lake Parks Division operates within the Parks & Recreation Department and shares the same Mission Statement.

#### FY24 Department Accomplishments

- Successfully implemented and operated Go Wild and Outdoor Recreational classes throughout the Lake Parks, including archery, fly fishing, Sailing Camp, Homeschool Expedition and more.
- Successfully delivered 5 themed family campouts
- Successfully produced the largest-to-date PumpkinFest Event
- Was an integral part of planning, programming and implementing lights, lasers, sound and pyro for the Carol of Lights and Drone Shows
- Meadowmere Park Education Pavilion approval from Facilities Committee and City Council
- Managed and mitigated flood event of 2024 to re-open faster than previous flood years and still operate successfully to the result of \$2.9 million in revenue despite extended flood closures.
- Successful operation of The Vineyards Campground, displaying first class customer service even during a flood year maintaining high national, state and customer ratings, scores and standards.
- Converted 2 uneven paved sites into 4 premium concrete sites at The Vineyards, increasing occupancy and revenue.
- Dove Loop Boat Ramp parking renovation, including repairs, crack sealing, seal coating and re-striping.
- Another successful 10-weeks of Dove Creek Day Camp, filling all camps with 800+ on the waitlist
- Designed and implemented new Park Regulation signs with icons throughout the lake parks system and boat ramps in a continued effort to help with enforcement.
- Developed partnership with Realty Capital for enhancing Rockledge Park, including providing additional funding sources.
- Developed safety and operating procedures and successfully implemented new Departmental Rock Wall for use at various events.
- Executed Take A Kid Mountain Biking Program through partnerships with DORBA, REI, and Grapevine PD.
- Developed new Compliance Technician position to help monitor the vast areas of contracted services across the City, including significant impact on the Lake Park, for better efficiency and performance.

- Worked with Water Department to renovate well pump and well house for improved performance and efficiency in anticipation of Rockledge Park renovations beginning in FY25.

**FY25 Department Goals and Objectives**

- Develop/expand Lake Parks marketing and promotional plan to increase awareness and correlating benefits of outdoor recreation opportunities for citizens of Grapevine and the surrounding area.
- Develop, expand and improve lake park programs, opportunities, facilities and amenities to maximize participation and potential revenue ensuring stewardship of resources.
- Obtain/maintain high national, state, and industry affiliate campground ratings, scores and standards.
- Market / advertise / promote campground through various platforms to achieve occupancy and revenue targets.
- Utilize PARD partners to enhance and expand program, event and facility opportunities lowering Division risk and capital outlay.
- Completion of Meadowmere Park Education Pavilion.
- Increase Dove Creek Day Camp registrations from 40 to 100 per week.
- Completion of formal Vineyards Campground expansion concept plan.
- Completion of formal Rockledge Park design development and improvement plan
- Increase resident Lake Park Annual Pass purchases.
- Begin renovations at McPherson Slough including pipe-rail removal and trail extension.
- Convert 6 Cabin sites to RV sites to meet demand and lower maintenance costs.
- Develop a formal tree replacement and mitigation plan for the Lake Parks to better replenish aging or damaged trees from flood events with those that are more sustainable and have a higher survivability rate.
- Institute a text-to-pay option at lake parks and boat ramps.
- Extend Oak Grove Loop trail to Sand Bass Point entrance.
- Maintain a campground occupancy of 75% or higher.
- Automatic Pay Kiosk Revenue of \$135,000.
- Lake Parks Division Revenue of \$3,200,000.
- Dove Creek Day Camp Registration of 1000 and Revenue of \$220,000.

<b><u>EXPENDITURES BY DIVISION</u></b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2023-24</b>	<b>2024-25</b>
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimate</b>	<b>Approved</b>
Lake Parks Administration	1,008,455	1,148,084	1,217,673	1,222,175	1,490,669
Rockledge	60,666	74,711	130,200	83,951	130,200
Katie's Woods	64,469	43,795	44,000	49,550	57,750
Vineyards Campgrounds & Cabins	839,887	880,250	876,000	772,316	866,000
Oak Grove	79,399	135,103	93,000	119,447	103,000
McPherson Slough	35,797	51,041	45,000	49,272	45,000
Lakeview	97,172	61,381	46,200	62,743	46,200
Meadowmere	751,012	671,741	609,217	379,791	611,645
Go Wild Education	7,077	-	-	-	-
<b>Total</b>	<b>2,943,934</b>	<b>3,066,106</b>	<b>3,061,290</b>	<b>2,739,245</b>	<b>3,350,464</b>

**POSITION SUMMARY BY DEPARTMENT**

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

<b><u>LAKE PARKS FUND</u></b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2023-24</b>	<b>2024-25</b>
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimate</b>	<b>Approved</b>
Assistant Director Park Operations	-	1.0	1.0	1.0	1.0
Lake Parks Manager	1.0	-	-	-	-
Lake Park Crew Leader	1.0	1.0	1.0	1.0	1.0
Equipment Operator II	1.0	1.0	1.0	1.0	1.0
Outdoor Programs Supervisor	1.0	1.0	1.0	1.0	1.0
Outdoor Programs Coordinator	-	1.0	1.0	1.0	1.0
<b>TOTAL FULL-TIME POSITIONS</b>	<b>4.0</b>	<b>5.0</b>	<b>5.0</b>	<b>5.0</b>	<b>5.0</b>

**FY 2024-25 APPROVED OPERATING BUDGET**

**Special Revenue Fund**

**Lake Parks - Administration**

**119-312-009**

**Division Description**

The Lake Parks Administration Division within the Lake Parks Department is responsible for obtaining and continuing to maintain high national, state and industry affiliate campground ratings, scores and standards; to continue to market, advertise and promote campground through various platforms to achieve occupancy and revenue targets. The Division is also responsible for developing and expanding Lake Parks marketing and promotional plan to increase awareness and correlating benefits of outdoor recreation opportunities for citizens of Grapevine and the surrounding area. In addition, the Division develops, expands and improves lake park programs, opportunities, facilities and amenities to maximize participation and potential revenue ensuring stewardship of resources and utilizes PARD partners to enhance and expand the program, event and facility opportunities lowering the division’s risk and capital outlay.

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2023-24</b>	<b>2024-25</b>
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimate</b>	<b>Approved</b>
Personnel	426,972	465,383	528,213	547,492	611,692
Supplies	26,426	37,759	62,500	29,120	37,500
Maintenance	4,374	9,557	500	842	500
Services	466,204	529,024	449,973	461,911	469,533
Insurance	84,479	97,793	176,487	127,835	204,444
Capital Outlay	-	8,568	-	54,975	167,000

**Total** **1,008,455** **1,148,084** **1,217,673** **1,222,175** **1,490,669**

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2023-24</b>	<b>2024-25</b>
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimate</b>	<b>Approved</b>
Campground occupancy rate	77%	71%	78%	70%*	78%
Boat Ramp Transactions/Revenue	15,000/\$130,000	16,943/\$153,020	16,000/\$150,000	15,000/\$140,000	16,000/\$150,000
Lake Parks Revenue (119)	\$2,950,000	\$3,565,790	\$3,200,000	\$3,250,000	\$3,621,800
Dove Creek Day Camp Participation/Revenue	900/\$200,000	419/\$114,052	1000/\$220,000	420/\$115,000	1000/\$220,000
Outdoor Event Participation/Entry (per car)	4,400	\$27,800	5,500	7,500	20,000

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**FY 2024-25 APPROVED OPERATING BUDGET****Special Revenue Fund****Lake Parks - Rockledge****119-312-001**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Supplies	-	-	25,450	-	25,450
Maintenance	2,310	8,575	27,250	20,233	27,250
Services	58,356	66,136	77,500	63,718	77,500
<b>Total</b>	<b>60,666</b>	<b>74,711</b>	<b>130,200</b>	<b>83,951</b>	<b>130,200</b>

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**FY 2024-25 APPROVED OPERATING BUDGET****Special Revenue Fund****Lake Parks – Katie’s Woods****119-312-002**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Supplies	1,480	100	1,750	100	1,500
Maintenance	27,400	3,526	6,500	4,411	16,500
Services	35,589	40,169	35,750	45,039	39,750
<b>Total</b>	<b>64,469</b>	<b>43,795</b>	<b>44,000</b>	<b>49,550</b>	<b>57,750</b>

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**FY 2024-25 APPROVED OPERATING BUDGET****Special Revenue Fund****Lake Parks – Vineyards****119-312-003**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Supplies	121,975	108,539	106,000	75,083	106,000
Maintenance	83,536	101,922	140,000	180,356	140,000
Services	608,979	640,032	580,000	498,551	570,000
Capital Outlay	25,397	29,757	50,000	18,326	50,000
<b>Total</b>	<b>839,887</b>	<b>880,250</b>	<b>876,000</b>	<b>772,316</b>	<b>866,000</b>

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**FY 2024-25 APPROVED OPERATING BUDGET**

**Special Revenue Fund**

**Lake Parks – Oak Grove**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Supplies	1,956	7,374	-	397	-
Maintenance	12,075	56,154	20,000	50,628	30,000
Services	65,368	71,575	68,000	68,422	68,000
Capital Outlay	-	-	5,000	-	5,000
<b>Total</b>	<b>79,399</b>	<b>135,103</b>	<b>93,000</b>	<b>119,447</b>	<b>103,000</b>

**FY 2024-25 APPROVED OPERATING BUDGET**

**Special Revenue Fund**

**Lake Parks – McPherson Slough**

**119-312-005**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Maintenance	2,941	11,370	15,000	17,149	15,000
Services	27,895	39,671	30,000	32,123	30,000
Capital Outlay	4,961	-	-	-	-
<b>Total</b>	<b>35,797</b>	<b>51,041</b>	<b>45,000</b>	<b>49,272</b>	<b>45,000</b>

**FY 2024-25 APPROVED OPERATING BUDGET**

**Special Revenue Fund**

**Lake Parks – Lakeview**

**119-312-006**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Supplies	3,936	208	1,000	-	1,000
Maintenance	38,479	6,110	9,000	9,177	9,000
Services	44,757	55,063	31,200	53,566	31,200
Capital Outlay	10,000	-	5,000	-	5,000
<b>Total</b>	<b>97,172</b>	<b>61,381</b>	<b>46,200</b>	<b>62,743</b>	<b>46,200</b>

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**FY 2024-25 APPROVED OPERATING BUDGET****Special Revenue Fund****Lake Parks – Meadowmere****119-312-007**

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2023-24</b>	<b>2024-25</b>
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimate</b>	<b>Approved</b>
Personnel	113,055	78,265	83,917	83,749	81,145
Supplies	39,636	55,427	58,300	26,880	58,500
Maintenance	54,983	53,112	95,000	12,235	100,000
Services	452,839	408,318	347,000	256,927	347,000
Capital Outlay	90,499	76,619	25,000	-	25,000
<b>Total</b>	<b>751,012</b>	<b>671,741</b>	<b>609,217</b>	<b>379,791</b>	<b>611,645</b>

**FY 2024-25 APPROVED OPERATING BUDGET  
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE  
4B TRANSIT FUND**

	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Estimate	2024-25 Approved
<b>BEGINNING FUND BALANCE:</b>	-	23,346	2,827	2,827	13,438
<b>OPERATING REVENUE:</b>					
Sales Tax	12,722,205	13,892,702	14,062,500	15,972,773	15,937,500
Interest Income	-	2,827	10,000	10,617	-
Total Operating Revenue	12,722,205	13,895,529	14,072,500	15,983,390	15,937,500
<b>TOTAL REVENUE AND TRANSFERS</b>	12,722,205	13,895,529	14,072,500	15,983,390	15,937,500
<b>OPERATING EXPENDITURES:</b>					
Contractual Services - Trinity Metro	11,916,694	13,587,660	13,653,337	15,624,576	15,511,684
Sales Tax Repayment	633,793	-	-	-	-
Total Operating Expenditures	12,550,487	13,587,660	13,653,337	15,624,576	15,511,684
<b>TRANSFERS OUT:</b>					
Transfer to Visitor Shuttle Fund	148,372	328,388	409,163	348,203	425,816
Total Transfers Out	148,372	328,388	409,163	348,203	425,816
<b>TOTAL EXPENDITURES AND TRANSFERS</b>	12,698,859	13,916,048	14,062,500	15,972,779	15,937,500
<b>SURPLUS / (DEFICIT)</b>	23,346	(20,519)	10,000	10,611	-
<b>ENDING FUND BALANCE:</b>	23,346	2,827	12,827	13,438	13,438

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

	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Estimate	2024-25 Approved
31204 Sales Tax	12,722,205	13,892,702	14,062,500	15,972,773	15,937,500
<b>SALES TAX</b>	<b>12,722,205</b>	<b>13,892,702</b>	<b>14,062,500</b>	<b>15,972,773</b>	<b>15,937,500</b>
39230 Interest Income	-	2,827	10,000	9,980	-
<b>INTEREST INCOME</b>	<b>-</b>	<b>2,827</b>	<b>10,000</b>	<b>10,617</b>	<b>-</b>
<b>TOTAL 4B TRANSIT</b>	<b>12,722,205</b>	<b>13,895,529</b>	<b>14,072,500</b>	<b>15,983,390</b>	<b>15,937,500</b>



**FY 2024-25 APPROVED OPERATING BUDGET**

**Special Revenue Fund**

**4B Transit**

**120-120-001**

**FOCUS AREA(S)**

Transportation

**Department Description**

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

**Mission Statement**

To enhance mobility and access into Grapevine and throughout Tarrant County.

**FY24 Department Accomplishments**

- Achieved record ridership for MainStreet Fest, GrapeFest, and Christmas Capital of Texas events.
- Achieved 16% YoY growth in ridership at Grapevine Main Station.

**FY25 Department Goals and Objectives**

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

<b><u>EXPENDITURES BY DIVISION</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
4B Transit (Trinity Metro)	12,698,859	13,916,048	14,062,500	15,972,779	15,937,500
<b>Total</b>	<b>12,698,859</b>	<b>13,916,048</b>	<b>14,062,500</b>	<b>15,972,779</b>	<b>15,937,500</b>

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Supplies	633,793	-	-	-	-
Services	11,916,694	13,587,660	13,653,337	15,624,576	15,511,684
Transfers	148,372	328,388	409,163	348,203	425,816
<b>Total</b>	<b>12,698,859</b>	<b>13,916,048</b>	<b>14,062,500</b>	<b>15,972,779</b>	<b>15,937,500</b>

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Contractual payments to Trinity Metro	\$11,916,694	\$13,587,660	\$13,653,337	\$15,624,576	\$15,511,684
Transfers to Grapevine Visitor Shuttle system	\$148,372	\$328,388	\$409,163	\$348,203	\$425,816

**FY 2024-25 APPROVED OPERATING BUDGET**  
**STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE**  
**ECONOMIC DEVELOPMENT FUND (122, 124)**

	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Estimate	2024-25 Approved
<b>BEGINNING FUND BALANCE:</b>	12,209,641	13,388,940	15,663,228	15,663,228	16,149,769
<b>OPERATING REVENUE:</b>					
Sales Tax	5,638,320	5,874,104	4,687,500	5,874,104	5,312,500
Interest Income	83,301	489,913	10,000	437,946	341,715
Miscellaneous	56,883	64,854	-	64,854	-
<b>Total Operating Revenue</b>	<b>5,778,504</b>	<b>6,428,871</b>	<b>4,697,500</b>	<b>6,376,904</b>	<b>5,654,215</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>5,778,504</b>	<b>6,428,871</b>	<b>4,697,500</b>	<b>6,376,904</b>	<b>5,654,215</b>
<b>OPERATING EXPENDITURES:</b>					
Personnel Services	504,347	396,380	457,431	384,878	490,259
Supplies	228,818	1,505	12,900	1,851	12,800
Maintenance	15,948	-	-	-	-
Services	1,916,921	1,795,820	1,862,656	3,701,076	3,274,995
Insurance	105,156	82,133	52,793	52,827	79,270
<b>Total Operating Expenditures</b>	<b>2,771,190</b>	<b>2,275,838</b>	<b>2,385,780</b>	<b>4,140,632</b>	<b>3,857,324</b>
<b>TRANSFERS OUT:</b>					
Transfer to Debt Service Fund	1,398,894	1,401,444	1,398,169	1,398,169	1,398,453
Transfer to General	429,121	477,301	351,562	351,562	398,438
<b>TRANSFERS OUT</b>	<b>1,828,015</b>	<b>1,878,745</b>	<b>1,749,731</b>	<b>1,749,731</b>	<b>1,796,891</b>
<b>TOTAL EXPENDITURES AND TRANSFERS</b>	<b>4,599,205</b>	<b>4,154,583</b>	<b>4,135,511</b>	<b>5,890,363</b>	<b>5,654,215</b>
<b>SURPLUS / (DEFICIT)</b>	<b>1,179,299</b>	<b>2,274,288</b>	<b>561,989</b>	<b>486,541</b>	<b>-</b>
<b>ENDING FUND BALANCE AVAILABLE:</b>	<b>13,388,940</b>	<b>15,663,228</b>	<b>16,225,217</b>	<b>16,149,769</b>	<b>16,149,769</b>

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

	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Estimate	2024-25 Approved
31204 Sales Tax	5,638,320	5,874,104	4,687,500	5,874,104	5,312,500
<b>SALES TAX</b>	<b>5,638,320</b>	<b>5,874,104</b>	<b>4,687,500</b>	<b>5,874,104</b>	<b>5,312,500</b>
39230 Interest Income	83,301	489,913	10,000	437,946	341,715
<b>INTEREST INCOME</b>	<b>83,301</b>	<b>489,913</b>	<b>10,000</b>	<b>437,946</b>	<b>341,715</b>
37200 Utility Revenue	56,883	-	-	-	-
39999 Miscellaneous Revenue	-	64,854	-	64,854	-
<b>MISCELLANEOUS</b>	<b>56,883</b>	<b>64,854</b>	<b>-</b>	<b>64,854</b>	<b>-</b>
<b>TOTAL ECONOMIC DEV</b>	<b>5,778,504</b>	<b>6,428,871</b>	<b>4,697,500</b>	<b>6,376,904</b>	<b>5,654,215</b>

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## FY 2024-25 APPROVED OPERATING BUDGET

### Special Revenue Fund

### Economic Development

124-124-001

#### **FOCUS AREA(S)**

Financial Stability, High Service Levels/Qualify of Life

#### **Department Description**

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

#### **Mission Statement**

"To maintain, expand, and diversity the unique and successful business climate that exists in Grapevine."

#### **FY24 Department Accomplishments**

- Business openings our department impacted:
  - Firebird's
  - Beth Marie's
  - Painted Tree
  - Milkshake Factory
  - Black Sheep Coffee
  - Rock & Brews
  - Sam's Club
- Healthy variety of prospects for the City to consider.
- Comprehensive studies utilizing Placer.ai data to analyze:
  - Christmas Capital of Texas 2023
  - Crossroads Multi-Year Diagnostic
- Several conferences and trainings attended by all members of the department.

#### **FY25 Department Goals and Objectives**

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

<b><u>EXPENDITURES BY DIVISION</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
4B Capital Improvements and 4B Economic Developmer	4,599,205	4,154,583	4,135,511	5,890,363	5,654,215
<b>Total</b>	<b>4,599,205</b>	<b>4,154,583</b>	<b>4,135,511</b>	<b>5,890,363</b>	<b>5,654,215</b>

<b>POSITION SUMMARY BY DEPARTMENT</b>
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**PERS ONNEL - FULL TIME EQUIVALENTS (FTE)**

<b><u>ECONOMIC DEVELOPMENT</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Director of Economic Development	1.0	1.0	1.0	1.0	1.0
Assistant Director of Economic Development	1.0	-	-	-	-
Commercial Outreach Manager	-	1.0	1.0	1.0	1.0
Market Research Manager	1.0	1.0	1.0	1.0	1.0
Administrative Secretary	0.5	0.5	0.5	0.5	0.5
<b>TOTAL FULL-TIME POSITIONS</b>	<b>3.5</b>	<b>3.5</b>	<b>3.5</b>	<b>3.5</b>	<b>3.5</b>

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Personnel Services	504,347	396,380	457,431	384,878	490,259
Supplies	228,818	1,505	12,900	1,851	12,800
Maintenance	15,948	-	-	-	-
Services	1,916,921	1,795,820	1,862,656	3,701,076	3,274,995
Insurance	105,156	82,133	52,793	52,827	79,270
Transfers	1,828,015	1,878,745	1,749,731	1,749,731	1,796,891
<b>Total</b>	<b>4,599,205</b>	<b>4,154,583</b>	<b>4,135,511</b>	<b>5,890,363</b>	<b>5,654,215</b>

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2023-24</b>	<b>2024-25</b>
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimate</b>	<b>Approved</b>
<b>Marketing &amp; Research:</b>					
- Retail and transit oriented development study	-	N/A	N/A	1	-
- Complete a market and site context analysis on 185 acre City owned tract	2	N/A	N/A	3	1
- Project map/analysis for City Council	N/A	1	1	1	-
- CRM contacts	N/A	150	150	300	500
- Web visitors	N/A	30,000	30,000	34,000	38,000
- Newsletter subscribers	N/A	300	300	352	400
- Social - Net Positive Engagements	300	7,000	7,000	N/A	N/A
- Media Follower Growth	N/A	N/A	N/A	796	900
<b>BRE &amp; New Business Development:</b>					
- Local business visits	160	125	125	125	125
- Presentations to Chamber of Commerce and ED partnership meetings	12	15	15	15	15
- Network and retention events attended	20	25	25	25	25
- Leads obtained from network and retention events	60	75	75	75	75
- Trade shows/conferences attended	5	9	9	9	10
- Broker/Multiplier Outreach	30	75	75	100	125
- Business Retention & Expansion (BRE)	N/A	75	75	75	75
- Startup support	N/A	20	20	20	20
- Project management	N/A	20	20	30	30
- Planning meetings	N/A	24	24	24	24
- Small business support	N/A	20	20	20	20

CITY OF GRAPEVINE, TEXAS  
 FY 2024-25 APPROVED OPERATING BUDGET  
 SUMMARY TABLE OF ALL FUNDS

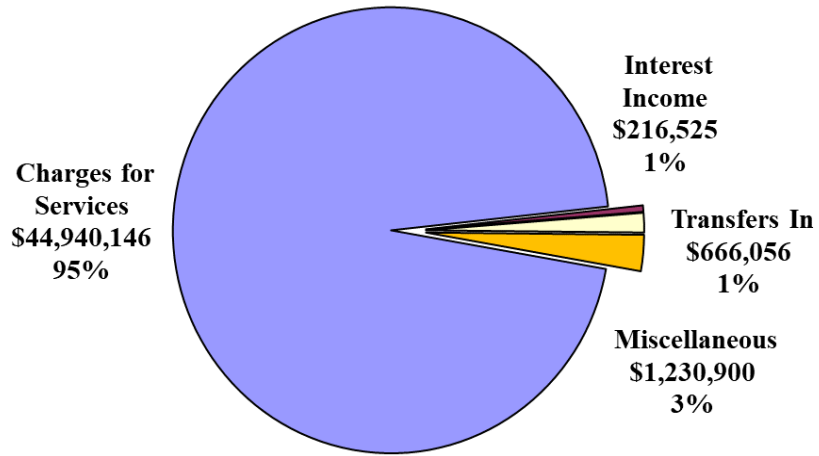
**-- ENTERPRISE FUNDS --**

	Utility Enterprise Fund	Golf Course Fund	Total All Funds
<b>REVENUES AND OTHER FINANCING SOURCES:</b>			
Charges for Services	38,072,146	6,418,000	44,490,146
Interest Income	200,525	16,000	216,525
Transfers In	666,056		666,056
Miscellaneous	975,500	705,400	1,680,900
<b>Total Revenues</b>	<b>39,914,227</b>	<b>7,139,400</b>	<b>47,053,627</b>
<b>EXPENDITURES AND OTHER FINANCING USES:</b>			
Personnel	4,733,745	2,891,305	7,625,050
Supplies	1,830,282	1,253,000	3,083,282
Maintenance	401,078	202,500	603,578
Services	23,911,837	743,381	24,655,218
Insurance	1,251,147	826,714	2,077,861
Debt Service	669,056		669,056
Transfers Out	4,377,970	187,500	4,565,470
Permanent Capital Maintenance	2,000,000		2,000,000
Capital Outlay	675,000	1,035,000	1,710,000
<b>Total Expenditures</b>	<b>39,850,115</b>	<b>7,139,400</b>	<b>46,989,515</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>64,112</b>	<b>0</b>	<b>64,112</b>
<b>BEGINNING FUND BALANCE</b>	<b>25,279,212</b>	<b>227,874</b>	<b>25,507,086</b>
<b>ENDING FUND BALANCE</b>	<b>25,343,324</b>	<b>227,874</b>	<b>25,571,198</b>

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## REVENUE FUNDING SOURCES

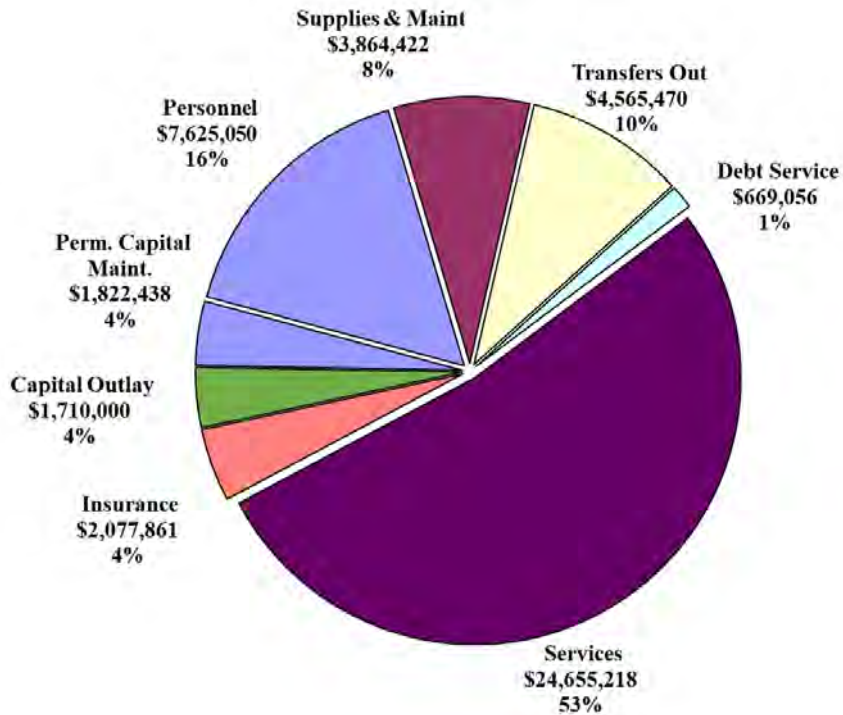
### "Where The Money Comes From"




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## EXPENDITURE FUNDING USES

### "Where the Money Goes"





## **Revenue and Other Financing Sources**

Total revenue for Enterprise funds is budgeted at \$47 million for FY25, which is \$8 million (20.5%) more than the previous year's budget. A vast majority (95%) 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 \$24.9 million, \$6.3 million (34%) higher than last year's budget. Water sales in FY24 are estimated at \$19.2 million and represent a decrease of \$190,444 (1%) from the prior year.

<b>WATER SALES</b>	<b>FY-2019 Actual</b>	<b>FY-2020 Actual</b>	<b>FY-2021 Actual</b>	<b>FY-2022 Actual</b>	<b>FY-2023 Actual</b>	<b>FY-2024 Estimate</b>
Collections	\$14,607,630	\$15,752,529	\$16,062,329	\$18,384,730	\$19,390,444	\$19,200,000
Gain / (Loss)	(\$1,969,761)	(\$824,862)	\$309,800	\$2,322,401	\$1,005,714	(\$190,444)
% Change	-12%	-5%	2%	14%	5.47%	-0.98%

*Wastewater Charges* are budgeted at \$10.5 million, \$1.4 million (15%) higher than the previous budget. Revenue in this category increased by \$49,852 in FY24 (1%).

Combined water and wastewater charges represent 95% of revenue in the Enterprise Funds category.

<b>WASTEWATER SALES</b>	<b>FY-2019 Actual</b>	<b>FY-2020 Actual</b>	<b>FY-2021 Actual</b>	<b>FY-2022 Actual</b>	<b>FY-2023 Actual</b>	<b>FY-2024 Estimate</b>
Collections	\$8,033,819	\$7,735,969	\$8,391,822	\$8,974,247	\$8,850,148	\$8,900,000
Gain / (Loss)	(\$337,866)	(\$635,716)	\$655,853	\$582,425	(\$124,099)	\$49,852
% Change	-4%	-8%	8%	7%	-1%	1%

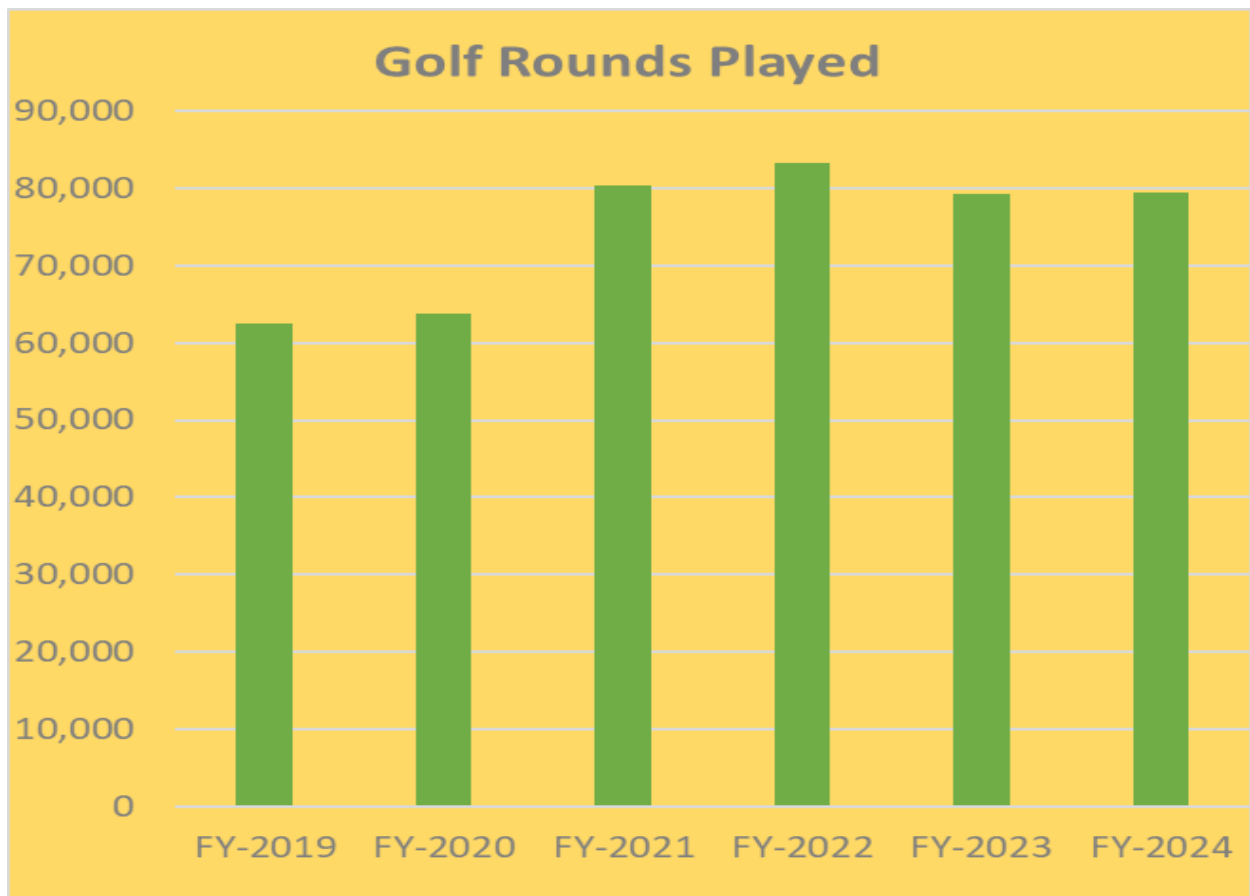
*Golf Course Green Fees* are budgeted at \$2.5 million and represent an increase of \$250,000 (11%) from the previous year. Actual green fee revenue in FY24 is estimated at \$2.1 million.

<b>GOLF COURSE GREEN FEES</b>	<b>FY-2019 Actual</b>	<b>FY-2020 Actual</b>	<b>FY-2021 Actual</b>	<b>FY-2022 Actual</b>	<b>FY-2023 Actual</b>	<b>FY-2024 Estimate</b>
Collections	\$1,426,621	\$1,486,516	\$1,796,000	\$1,946,821	\$2,148,233	\$2,148,974
Gain / (Loss)	(\$3,402)	\$56,493	\$309,484	\$150,821	\$201,412	\$741
% Change	0%	4%	21%	8%	10%	0.03%

The number of golf rounds played in FY24 totaled 79,499 and represents a 0.15 % increase from the previous year's total of 79,382.

Revenue from annual membership sales is budgeted at \$480,000 for FY25 the same as previous budget year. Actual sales of memberships totaled \$417,350 in FY24 which is an increase of \$36,500 (10%) from the previous year.

<b>GOLF ROUNDS PLAYED</b>	<b>FY-2019 Actual</b>	<b>FY-2020 Actual</b>	<b>FY-2021 Actual</b>	<b>FY-2022 Actual</b>	<b>FY-2023 Actual</b>	<b>FY-2024 Estimate</b>
Rounds	62,500	63,815	80,479	83,337	79,382	79,499
Gain / (Loss)	(2,500)	1,315	16,664	2,858	(3,955)	117
% Change	-4%	2%	26%	4%	-5%	0%



The all-new Grapevine Golf Course Clubhouse and Persimmons Bar & Grill opened in June 2021. The facility has more than doubled in size at 12,500 square feet and boasts a 2,155 square foot covered deck that overlooks the Pecan Nine. Revenue is budgeted at \$1.6 million for FY25. Estimated revenue for FY24 totaled \$1.4 million.

## **Expenditures and Other Financing Uses**

Expenditures of Enterprise funds in FY25 are budgeted at \$47 million and represent an increase of \$9.1 million (24%) from the prior year's budget. Utility fund operations account for 85% of the total, while Golf course operations account for 15%.

*Personnel* expenses are budgeted at \$7.6 million, an increase of \$458,358 (6%) from the previous year. Personnel expenses in the Utility fund, budgeted at \$4.7 million in FY25, account for 62% of total personnel costs. Personnel costs in FY24 are estimated at \$7.6 million and represent an increase of \$1 million (16%) from the previous year.

<b>ENTERPRISE FUND PERSONNEL COSTS</b>	<b>FY-2019 Actual</b>	<b>FY-2020 Actual</b>	<b>FY-2021 Actual</b>	<b>FY-2022 Actual</b>	<b>FY-2023 Actual</b>	<b>FY-2024 Estimate</b>
Utility Fund	\$3,609,966	\$3,787,024	\$3,606,570	\$3,679,558	\$4,577,962	\$4,758,935
Golf Fund	\$1,337,802	\$1,394,369	\$1,501,707	\$1,524,554	\$2,883,168	\$2,897,169
Total	\$4,947,768	\$5,181,393	\$5,108,277	\$5,204,112	\$7,461,130	\$7,656,104
Increase / (Decrease)	\$254,820	\$233,625	(\$73,116)	\$95,835	\$2,257,018	\$194,974
% Change	5.4%	4.7%	-1.4%	1.9%	43.4%	2.6%

*Services* are budgeted at \$24.7 million, and represent an increase of \$5.4 million (52% increase) from the prior year. Expenditures for the purchase, storage and treatment of water and wastewater is the largest component (52%) of this category.

**Purchase/Storage & Treatment** costs are budgeted at \$14.3 million which represents an increase of \$4.1 million from the previous year's budget. Estimated expenditures in FY24 total \$14 million and represent an increase of \$1.5 million (12%) from the previous year.

<b>PURCHASE / STORAGE &amp; TREATMENT</b>	<b>FY-2019 Actual</b>	<b>FY-2020 Actual</b>	<b>FY-2021 Actual</b>	<b>FY-2022 Actual</b>	<b>FY-2023 Actual</b>	<b>FY-2024 Estimate</b>
Water	\$8,030,760	\$8,721,135	\$8,767,563	\$10,304,838	\$12,470,624	\$14,007,944
Wastewater	\$1,478,364	\$1,782,320	\$2,090,337	\$2,780,120	\$2,996,455	\$3,172,430
Total	\$9,509,124	\$10,503,455	\$10,857,900	\$13,084,958	\$15,467,079	\$17,180,374
Increase / (Decrease)	(\$1,602,674)	\$994,331	\$354,445	\$2,227,058	\$2,382,121	\$1,713,295
% Change	-14%	10%	4%	21%	18%	11%

**Utility** costs for FY25 are budgeted at \$1.2 million and represent an increase of \$195,100 (18%) from the previous year's budget. Estimated utility expenses in FY24 were \$1.3 million and represent a 21% increase from FY23.

<b>ENTERPRISE FUND UTILITY COSTS</b>	<b>FY-2019 Actual</b>	<b>FY-2020 Actual</b>	<b>FY-2021 Actual</b>	<b>FY-2022 Actual</b>	<b>FY-2023 Actual</b>	<b>FY-2024 Estimate</b>
Utility Fund	\$457,650	\$513,244	\$743,155	\$1,028,781	\$722,657	\$961,590
Golf Fund	\$166,240	\$199,373	\$245,490	\$299,500	\$350,964	\$341,100
<b>Total</b>	<b>\$623,890</b>	<b>\$712,617</b>	<b>\$988,645</b>	<b>\$1,328,281</b>	<b>\$1,073,621</b>	<b>\$1,302,690</b>
Increase / (Decrease)	(\$161,269)	\$88,727	\$276,028	\$339,636	(\$254,660)	\$229,069
% Change	-21%	14%	39%	34%	-19%	21%

**Transfers Out** are budgeted at \$4.5 million (\$2.1 million increase) and is comprised of the 7.5% administrative fee to the General fund (\$4,377,970 from Utility and \$187,500 from Golf). Estimated expenditures in FY24 total \$2.7 million and represent an increase of 14% from the previous year.

<b>ENTERPRISE FUND TRANSFERS OUT</b>	<b>FY-2019 Actual</b>	<b>FY-2020 Actual</b>	<b>FY-2021 Actual</b>	<b>FY-2022 Actual</b>	<b>FY-2023 Actual</b>	<b>FY-2024 Estimate</b>
Utility Fund	\$1,343,444	\$1,885,149	\$1,817,850	\$2,086,555	\$2,215,207	\$2,555,767
Golf Fund	\$86,377	\$111,463	\$134,992	\$146,012	\$161,118	\$161,120
<b>Total</b>	<b>\$1,429,821</b>	<b>\$1,996,612</b>	<b>\$1,952,842</b>	<b>\$2,232,567</b>	<b>\$2,376,325</b>	<b>\$2,716,887</b>
Increase / (Decrease)	(\$6,681,313)	\$566,791	(\$43,770)	\$279,725	\$143,758	\$340,562
% Change	-82.4%	39.6%	-2.2%	14.3%	6.4%	14.3%

**Debt Service** expenditures are budgeted at \$669,056, an increase of \$6,500 (1%) 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 2024-25 APPROVED OPERATING BUDGET  
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE  
UTILITY ENTERPRISE FUND**

	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Estimate	2024-25 Approved
<b>BEGINNING UNRESTRICTED FUND BALANCE</b>	22,556,592	30,073,532	28,675,099	28,675,099	23,193,210
<b>OPERATING REVENUE:</b>					
Water Sales	18,384,738	19,390,444	18,550,000	19,200,000	24,912,000
Wastewater Sales	8,974,247	8,850,148	9,100,000	8,900,000	10,468,146
Tap & Inspection Fees	2,528,582	2,711,854	2,529,000	2,724,761	2,532,000
Reconnects & Transfers	279,410	252,435	160,000	248,003	160,000
Interest Income	184,309	1,504,842	200,000	386,081	200,525
Miscellaneous Income	2,202,527	2,543,377	975,500	936,718	975,500
<b>Total Operating Revenue</b>	<b>32,553,813</b>	<b>35,253,100</b>	<b>31,514,500</b>	<b>32,395,563</b>	<b>39,248,171</b>
<b>TRANSFERS IN/CONTRIBUTIONS:</b>	<b>7,753,380</b>	<b>661,919</b>	<b>659,556</b>	<b>553,272</b>	<b>666,056</b>
<b>TOTAL REVENUE AND TRANSFERS</b>	<b>40,307,193</b>	<b>35,915,019</b>	<b>32,174,056</b>	<b>32,948,835</b>	<b>39,914,227</b>
<b>OPERATING EXPENDITURES:</b>					
Personnel	3,748,090	4,577,962	4,557,647	4,758,935	4,733,745
Supplies	1,394,805	2,000,206	1,694,766	1,899,460	1,830,282
Maintenance	5,777,200	4,955,200	2,554,040	2,766,200	2,401,078
Services	17,800,451	20,992,802	18,541,560	23,530,754	23,911,837
Debt Service	627,652	624,204	662,556	662,556	669,056
Insurance	931,679	1,051,573	1,191,648	982,270	1,251,147
Capital Outlay	423,821	896,298	16,000	1,274,782	675,000
<b>Total Expenditures</b>	<b>30,703,698</b>	<b>35,098,245</b>	<b>29,218,217</b>	<b>35,874,957</b>	<b>35,472,145</b>
<b>TRANSFERS OUT:</b>	<b>2,086,555</b>	<b>2,215,207</b>	<b>2,199,481</b>	<b>2,555,767</b>	<b>4,377,970</b>
<b>TOTAL EXPENDITURES AND TRANSFERS</b>	<b>32,790,253</b>	<b>37,313,452</b>	<b>31,417,698</b>	<b>38,430,724</b>	<b>39,850,115</b>
<b>SURPLUS / (DEFICIT)</b>	<b>7,516,940</b>	<b>(1,398,433)</b>	<b>756,358</b>	<b>(5,481,889)</b>	<b>64,112</b>
<b>ENDING UNRESTRICTED WORKING CAPITAL</b>	<b>30,073,532</b>	<b>28,675,099</b>	<b>29,431,457</b>	<b>23,193,210</b>	<b>23,257,322</b>
<b>WORKING CAPITAL REQUIREMENT:</b>	<b>4,912,592</b>	<b>5,615,719</b>	<b>4,674,915</b>	<b>5,739,993</b>	<b>5,675,543</b>

\* Working capital requirement is 16% of total net budgeted expenditures or 60 days of operation.  
The FY 2024-25 projected Ending Working Capital Balance represents 239 days of operation.

**UTILITY ENTERPRISE FUND (200)**  
**REVENUE DETAIL**

Account/Description	2021-22	2022-23	2023-24	2023-24	2024-25
	Actual	Actual	Budget	Estimate	Approved
34505 Water Sales	18,060,892	19,002,280	18,300,000	18,897,416	24,474,000
34506 Raw Water Sales	323,846	388,164	250,000	302,584	438,000
<b>WATER SALES</b>	<b>18,384,738</b>	<b>19,390,444</b>	<b>18,550,000</b>	<b>19,200,000</b>	<b>24,912,000</b>
34560 Wastewater Sales	8,974,247	8,850,148	9,100,000	8,900,000	10,468,146
<b>WASTEWATER SALES</b>	<b>8,974,247</b>	<b>8,850,148</b>	<b>9,100,000</b>	<b>8,900,000</b>	<b>10,468,146</b>
34533 Water Tap Fees	27,355	23,750	25,000	24,063	23,000
34535 Utility Inspection Fee	40,126	54,037	50,000	93,653	55,000
34538 Refuse Billing	2,457,446	2,630,732	2,450,000	2,600,448	2,450,000
34564 Wastewater Tap Fees	3,655	3,335	4,000	6,597	4,000
<b>TAP &amp; INSPECTION FEES</b>	<b>2,528,582</b>	<b>2,711,854</b>	<b>2,529,000</b>	<b>2,724,761</b>	<b>2,532,000</b>
34536 Reconnect & Transfer	13,197	13,028	10,000	11,562	10,000
34539 Penalties On Non Pay	266,213	239,407	150,000	236,441	150,000
<b>RECONNECTS &amp; TRANSFER</b>	<b>279,410</b>	<b>252,435</b>	<b>160,000</b>	<b>248,003</b>	<b>160,000</b>
39230 Interest On Investme	180,519	1,501,564	200,000	382,273	200,525
39249 Other General Interest	3,790	3,278	-	3,808	-
<b>INTEREST INCOME</b>	<b>184,309</b>	<b>1,504,842</b>	<b>200,000</b>	<b>386,081</b>	<b>200,525</b>
39270 Refund TRA	944,072	1,250,377	950,000	920,484	950,000
39280 Gain Or Loss	-	(931)	-	-	-
39950 Sales Of Fixed Asset	-	1,000	-	-	-
39951 Sale Of Material, Labor	200	200	500	175	500
39990 Contrib. Capital-Don	1,242,231	1,264,685	-	-	-
39995 (Over)/Short	20	10	-	-	-
39999 Miscellaneous Revenue	16,004	28,036	25,000	16,059	25,000
<b>MISCELLANEOUS</b>	<b>2,202,527</b>	<b>2,543,377</b>	<b>975,500</b>	<b>936,718</b>	<b>975,500</b>
53201 Transfers From Utility	2,082,642	-	-	-	-
53130 Transfer From Debt Service	670,738	661,919	659,556	553,272	666,056
53131 Transfer From Cap Projects	5,000,000	-	-	-	-
<b>TRANSFERS/CONTRIBUTIOI</b>	<b>7,753,380</b>	<b>661,919</b>	<b>659,556</b>	<b>553,272</b>	<b>666,056</b>
<b>UTILITY ENTERPRISE</b>	<b>40,307,193</b>	<b>35,915,019</b>	<b>32,174,056</b>	<b>32,948,835</b>	<b>39,914,227</b>

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## FY 2024-25 APPROVED OPERATING BUDGET

### Enterprise Fund

#### 200-530 Utility Enterprise

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#### FOCUS AREA(S)

High Service Levels/ Quality of Life, Infrastructure

#### Department Description

The Utility Enterprise Department is responsible for providing a safe and convenient public thoroughfares and storm water control, the Department is also responsible for providing a safe and adequate supply of drinking water and wastewater treatment by the operation of water treatment and storage facilities and the wastewater plant, in compliance with state and federal regulations. In addition, the Department provides for the accurate and timely reading of water meters. Within the Utility Enterprise Fund is the Water Distribution, Water Treatment, Utility Billing, Wastewater Collection, Wastewater Treatment, Administrative Services and Permanent Capital Maintenance Division.

#### Mission Statement

Provide high quality, safe drinking water, wastewater treatment and recycled water services to present and future customers; Deliver uninterrupted services in a cost-effective, efficient and sustainable manner.

#### FY24 Department Accomplishments

- Awarded design contracts for:
  - Water treatment plant filters to include PFAS water modeling.
  - Water Treatment plant administration building upgrade and renovation.
  - Wastewater Treatment plant administration building upgrade and renovation.
- Installed 2500 automated meters throughout the distribution system.
- Installed 10 permanent pressure loggers and updated water model.
- Upgraded Hilton lift station with new pumps and electrical Main Control Center.
- Selected Construction Manager at Risk for both Treatment plants.

#### FY25 Department Goals and Objectives

- Establish and implement new water/wastewater rates for the next 10 years.
- Begin construction of Admin Buildings at Treatment Plants.
- Install 2500 automated meters throughout the distribution system.

<b>EXPENDITURES BY DIVISION</b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Water Distribution	2,140,259	2,994,628	2,303,777	2,882,436	2,665,812
Water Treatment	12,091,962	14,701,903	12,735,691	17,433,158	17,110,261
Utility Billing	678,324	727,529	724,886	773,431	778,922
Wastewater Collection	992,438	1,013,088	1,263,607	1,405,228	1,314,479
Wastewater Treatment	7,593,019	7,571,288	7,287,596	8,512,612	8,364,311
Utility Administrative Services	3,785,479	4,949,983	5,102,141	5,317,699	7,793,892
Permanent Capital Maintenance	2,284,772	2,257,824	2,000,000	2,106,160	1,822,438
<b>Total</b>	<b>29,566,253</b>	<b>34,216,243</b>	<b>31,417,698</b>	<b>38,430,724</b>	<b>39,850,115</b>

**POSITION SUMMARY BY DEPARTMENT**

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

<b>PUB WKS - WATER DISTRIBUTION</b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 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
Asset Manager	0.5	0.5	0.5	0.5	0.5
Administrative Secretary	0.5	0.5	0.5	0.5	0.5
GIS Engineer Coordinator	0.5	0.5	0.5	-	-
GIS Engineering Technician	-	-	-	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	3.0	3.0	3.0	3.0
Sr Meter Reader	1.0	1.0	1.0	1.0	1.0
Meter Reader	2.0	2.0	1.0	1.0	1.0
Construction Inspector II	1.0	1.0	1.0	1.0	1.0
Construction Inspector I	-	-	-	-	-
Equipment Operator I - utilities	2.0	2.0	3.0	2.0	2.0
Lift Station Operator I	-	1.0	-	1.0	1.0
Lift Station Operator	1.0	-	-	-	-
Lift Station Operator II	-	-	1.0	1.0	1.0
Customer Service Technician	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**

Utility Manager	0.5	0.5	0.5	0.5	0.5
Assistant Utility Manager	0.5	-	-	-	-
Civil or Sr Civil Engineer	-	0.5	0.5	0.5	0.5
Water Plant Manager	1.0	1.0	1.0	1.0	1.0
Chief Water Plant Operator	1.0	1.0	1.0	1.0	1.0
Water Quality Technician	1.0	1.0	1.0	1.0	1.0
Utility Field Operations Foreman	1.0	1.0	1.0	1.0	1.0
Plant Operator II	2.0	2.0	2.0	1.0	1.0
Plant Operator I	3.0	3.0	3.0	2.0	2.0
Plant Operator Apprentice	1.0	1.0	-	2.0	2.0
Water Utilities Mechanic I	-	1.0	1.0	1.0	1.0
Water Utilities Mechanic II	1.0	-	-	-	-
Water Instrumentation Technician	-	-	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>



**POSITION SUMMARY BY DEPARTMENT**

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

	2021-22	2022-23	2023-24	2023-24	2023-24
<b><u>PUB WKS - WW COLLECTION</u></b>	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimate</b>	<b>Proposed</b>
Utility Field Operations Manager	1.0	1.0	1.0	1.0	1.0
Sr. Civil Engineer	0.5	0.5	0.5	0.5	0.5
GIS Engineer Coordinator	0.5	0.5	0.5	-	-
Lift Station Supervisor	1.0	1.0	1.0	1.0	1.0
Crew Leader	2.0	2.0	2.0	2.0	2.0
Equipment Operator II - utilities	2.0	2.0	2.0	2.0	2.0
Equipment Operator I - utilities	2.0	2.0	2.0	2.0	2.0
Utility Line Locator	1.0	1.0	1.0	1.0	1.0
GIS Engineering Technician	-	-	-	0.5	0.5
<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>

**PUBLIC WORKS - WW TREATMENT**

Deputy Director of Public Works	0.5	0.5	0.5	0.5	0.5
Utility Manager	0.5	0.5	0.5	0.5	0.5
Assistant Utility Manager	0.5	0.5	-	-	-
Sr Civil Engineer	0.2	0.2	0.2	0.2	0.2
Civil Engineer	-	0.5	0.5	0.5	0.5
Wastewater Plant M anager	1.0	1.0	1.0	1.0	1.0
Chief WW Plant Operator	1.0	1.0	1.0	1.0	1.0
Chief Lab Technician	1.0	1.0	1.0	1.0	1.0
Plant Operator II	2.0	2.0	2.0	-	-
Plant Operator I	-	1.0	1.0	1.0	1.0
Plant Operator Apprentice	2.0	1.0	1.0	3.0	3.0
Plant Mechanic II	1.0	-	-	-	-
Water Utilities Mechanic I	-	1.0	1.0	1.0	1.0
<b>TOTAL FULL-TIME POSITIONS</b>	<b>9.7</b>	<b>10.2</b>	<b>9.7</b>	<b>9.7</b>	<b>9.7</b>

**UTILITY BILLING**

Accounting Manager	0.5	0.5	0.5	0.5	0.5
Utility Billing Supervisor	1.0	1.0	1.0	1.0	1.0
Utility Billing Technician	1.0	1.0	1.0	1.0	1.0
Financial Program Analyst II	1.0	0.5	0.5	-	-
Billing Clerk	1.0	1.0	1.0	1.0	1.0
A/P Clerk	0.5	0.5	0.5	-	-
Assistant Director of Finance	-	-	-	0.5	0.5
Accounting Specialist	-	-	-	0.5	0.5
<b>TOTAL FULL-TIME POSITIONS</b>	<b>5.0</b>	<b>4.5</b>	<b>4.5</b>	<b>4.5</b>	<b>4.5</b>

<b>TOTAL UTILITY FUND</b>	<b>51.2</b>	<b>51.2</b>	<b>50.7</b>	<b>50.7</b>	<b>50.7</b>
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**FY 2024-25 APPROVED OPERATING BUDGET****Enterprise Fund****Utility Enterprise – Water Distribution****200-530-001**

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**Division Description**

The Water Distribution Division within the Utility Enterprise Department is responsible for maintaining meter accuracy within the field to prevent billing errors to our customers and remain in compliance with state and federal regulations. It decreases service interruptions for planned and emergency repairs, by ensuring all isolation valves are in good operating condition and properly assigned in GIS database. It updates utility infrastructure map in order to ensure efficient and effective operation of the Water Distribution System. It currently maintains and repairs 304 miles of water distribution pipelines and 2,793 fire hydrants. The Division responds to emergency calls within 30 minutes.

**FY24 Division Accomplishments**

- Maintained meter accuracy within the field to prevent billing errors to our customers and remained in compliance with state & federal regulations.
- Decreased service interruptions for planned and emergency repairs, by ensuring all isolation valves are in good operating condition & properly assigned in GIS database.
- Updated utility infrastructure map in order to ensure efficient & effective operation of the Water Distribution system.
- Maintained and repaired 304 miles of water distribution pipeline.
- Maintained and repaired 2,793 fire hydrants.
- Responded to emergency calls within 30 minutes.

**FY25 Division Goals and Objectives**

- Continue to maintain meter accuracy within the field to prevent billing errors to our customers and remain in compliance with state & federal regulations.
- Continue to decrease service interruptions for planned and emergency repairs, by ensuring all isolation valves are in good operating condition & properly assigned in GIS database.
- Continue to update utility infrastructure map in order to ensure efficient & effective operation of the Water Distribution system.
- Continue to maintain and repair 304 miles of water distribution pipeline.
- Continue to maintain and repair 2,793 fire hydrants.
- Continue to respond to emergency calls within 30 minutes.

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2023-24</b>	<b>2024-25</b>
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimate</b>	<b>Approved</b>
Personnel	1,149,821	1,646,484	1,267,697	1,721,386	1,338,832
Supplies	640,675	862,559	569,050	647,350	570,950
Maintenance	142,672	210,212	169,200	267,190	169,200
Services	207,091	275,373	297,830	246,510	327,830
<b>Total</b>	<b>2,140,259</b>	<b>2,994,628</b>	<b>2,303,777</b>	<b>2,882,436</b>	<b>2,665,812</b>

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<b><u>PERFORMANCE INDICATORS</u></b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2023-24</b>	<b>2024-25</b>
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimate</b>	<b>Approved</b>
Meter change outs due to failure or inaccuracy (< 1% of total meters)	<140	<140	<140	<140	<140
Meter reading accuracy	98%	98%	98%	98%	98%
Cycle main line valves system wide	1,500	1,500	1,500	1,500	1,500
Emergency callout response time (minutes)	30	30	30	30	30
Water meter change outs (per month)	125	125	125	2,291	1,500
Average number of days for work order completion (exclude taps)	<10	<10	<10	<10	<10
*GIS Update quarterly	100%	N/A	N/A	100%	100%
**Fire Hydrant repairs <5days	N/A	N/A	100%	100%	100%

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**FY 2024-25 APPROVED OPERATING BUDGET**

**Enterprise Fund**

**Utility Enterprise – Water Treatment**

**200-530-002**

**Division Description**

The Water Treatment Division within the Utility Enterprise Department is responsible for providing water conservation education to effectively manage water resources, it also complies with EPA and TCEQ regulations, continuously monitors water system to ensure water quality adhere to TCEQ regulations, it maintains turbidity at <0.10 NTUs, it maintains levels below 80 mg/1 for TTHMs and 60 mg/1 for HHA5s. The Division ensures total organic compounds compliance, using any of the three methods required by the TCEQ and ensures the plant is run efficiently regarding cost per million gallons of water treated.

**FY24 Division Accomplishments**

- Maintained TOC in compliance.
- Maintained THM/HAA5 in compliance.
- Maintained distribution BACT sampling in compliance.
- Maintained manganese levels in compliance.
- Completed UCMR testing for EPA.

**FY25 Division Goals and Objectives**

- Continue to maintain TOC in compliance.
- Maintain Turbidity compliance.
- Continue to maintain THM/HAA5 in compliance
- Continue to maintain distribution BACT sampling in compliance.
- Continue to maintain manganese levels for secondary compliance.

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2023-24</b>	<b>2024-25</b>
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimate</b>	<b>Approved</b>
Personnel	878,626	996,022	1,108,115	1,002,552	1,151,442
Supplies	340,070	618,289	691,926	647,410	766,730
Maintenance	165,048	106,290	87,500	106,220	92,100
Services	10,704,691	12,978,951	10,848,150	14,752,964	15,099,989
Capital Outlay	3,527	2,351	-	924,012	-
<b>Total</b>	<b>12,091,962</b>	<b>14,701,903</b>	<b>12,735,691</b>	<b>17,433,158</b>	<b>17,110,261</b>

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2023-24</b>	<b>2024-25</b>
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimate</b>	<b>Approved</b>
*Residential Landscape Irrigation Evaluations	N/A	N/A	20	38	20
Distribution System PSI	>35	50	>35	>35	>35
Inactivation Ratio	>1.0	4	>1.0	>1.0	>1.0
DLQOR CL residuals	>0.5 / <4.0	0.63 / 4.0	>0.5 / <4.0	>0.5	>0.5
Distribution system bacteriological samples per month	50	50	50	50	60
Average NTU / turbidity level	<0.15	0.07	<0.15	<0.15	<0.15
THM / HHA5s formation limit	<50/30	68.5 / 29.0	<80/60	40.6 / 15.8	<80/60
Flush Deadend Mains monthly	100%	100%	100%	100%	100%
TOC compliance	1	1	1	1	1
Clean and inspect all ground and elevated storage tanks	1x	1x	1x	1X	1X
Maintenance costs (quarterly) per million gallons of water treated	<\$47.00	52.13	<49.50	<47.00	<47.00
*New in FY22					

**FY 2024-25 APPROVED OPERATING BUDGET**

**Enterprise Fund**

**Utility Enterprise – Utility Billing**

**200-530-003**

**Division Description**

The Utility Billing Division within the Utility Enterprise Department is responsible for posting customer collections and process work orders in a timely and accurate manner, presenting a courteous and friendly demeanor to the public at all times, monitoring water and sewer reading routes on a regular basis to ensure that billings are accurate and reports are reconciled monthly. The Division is also responsible for processing all billing cycles in a timely manner and investigate, resolve and respond to customers complaints in a professional manner.

**FY24 Division Accomplishments**

- With the installation of smart meters, the Utility Billing department has now the capability to provide additional data to customers to assist with usage concerns and identify leaks.
- Web based forms were generated to provide further convenience to customers seeking to pay tap, impact, and deposits for new builds. This process streamlined the notification process for the installation crew, which eliminated interoffice mail time and the potential for loss of data.
- With the launch of automated garbage pickup this year, a digital form was generated so customers could order extra carts online.
- Construction meter applications and returns were digitized and streamlined for improved service and billing. Pickup and returns were relocated to the UB department providing more convenience to customers.

**FY25 Division Goals and Objectives**

- Transition the utility billing module to OpenGov Cloud and identify opportunities to create process improvements and improve departmental efficiencies.
- Continue to cross-train utility billing staff to deliver exceptional customer service and prioritize the needs and satisfaction of residents.
- Focus on integrating and optimizing interdepartmental communications and processes related to utility billing services and utility residential account maintenance and interactions.
- Update utility billing online payment platform, allowing residents greater ease and flexibility to make payments, including additional payment options and enhanced ability to view billing detail.

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2023-24</b>	<b>2024-25</b>
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimate</b>	<b>Approved</b>
Personnel	359,406	405,698	404,886	426,681	443,272
Supplies	69,279	75,304	77,000	89,630	77,000
Services	249,639	246,527	243,000	257,120	258,650
<b>Total</b>	<b>678,324</b>	<b>727,529</b>	<b>724,886</b>	<b>773,431</b>	<b>778,922</b>

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<b><u>PERFORMANCE INDICATORS</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Average active residential accounts per month	12,602	12,620	12,700	12,640	12,660
Average active non-residential accounts per month	2,365	2,384	2,400	2,425	2,465
Average number of customers using IVR for their utility bill payment monthly	800	825	940	825	830
Average number of customer using Lockbox for their utility bill payment monthly	1,561	1,358	1,500	1,200	1,205
Average number of customer using ACH for their utility bill payment monthly	2,306	2,127	2,200	2,020	2,030
Average number of customer using Online for their utility bill payment monthly	3,096	3,156	3,250	3,220	3,235

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**FY 2024-25 APPROVED OPERATING BUDGET**

**Enterprise Fund**

**Utility Enterprise – Wastewater Collection**

**200-531-001**

**Division Description**

The Wastewater Collection Division within the Utility Enterprise Department is responsible for the prevention of sanitary sewer overflows to protect our water supply, and maintaining and/or repair 226.6 miles of sanitary sewer lines and 3,218 manholes.

**FY24 Division Accomplishments**

- Prevention of Sanitary Sewer Overflows to protect our water supply.
- Maintained and repaired 226.6 miles of sanitary sewer lines and 3,218 manholes.
- Cleaned 426,184 linear feet of sewer lines.
- Sewer manholes were inspected.
- TV inspection of 5228 linear feet of sewer lines was completed.

**FY25 Division Goals and Objectives**

- Prevention of Sanitary Sewer Overflows to protect our water supply.
- Continue to maintain and/or repair 226.6 miles of sanitary sewer lines and 3,218 manholes.
- Continue to maintain 400,000 linear feet of sewer lines.
- Continue to inspect all sewer manholes annually.
- Continue to TV inspect 5228 linear feet of sewer lines.

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Personnel	598,030	715,949	885,113	720,678	883,485
Supplies	49,359	56,606	77,820	76,450	80,320
Maintenance	53,018	47,197	95,100	150,920	95,100
Services	115,380	141,330	189,574	177,130	189,574
Capital Outlay	176,651	52,006	16,000	280,050	66,000
<b>Total</b>	<b>992,438</b>	<b>1,013,088</b>	<b>1,263,607</b>	<b>1,405,228</b>	<b>1,314,479</b>

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Reportable sanitary sewer overflows	10	-	-	<10	-
Linear feet of sewer lines cleaned	607,200	607,200	607,200	607,200	607,200
Sewer manholes inspected annually	433	433	433	433	433
TV inspection of sewer lines in linear feet	53,000	53,000	53,000	53,000	53,000



**FY 2024-25 APPROVED OPERATING BUDGET**

**Enterprise Fund**

**Utility Enterprise – Wastewater Treatment**

**200-531-002**

**Division Description**

The Wastewater Treatment Division within the Utility Enterprise Department is responsible for complying at all times with the requirements of the TPDES permits and EPA regulations. This Division maintains wastewater plant equipment to operate efficiently and to ensure equipment downtime is reduced. It also provides biosolids that meet applicable standards for their disposal through TCLP testing and maintains lift station equipment to operate efficiently and to prevent sanitary sewer overflows.

**FY24 Division Accomplishments**

- 100% permit compliance.
- Zero sanitary sewer overflows for lift stations.
- 14% reduction in sludge hauling volume.
- 100% compliance with sludge TCLP testing.
- Passed quarterly biomonitoring testing.

**FY25 Division Goals and Objectives**

- Maintain permit compliance.
- Zero sanitary sewer overflows for lift stations.
- Further reductions in sludge hauling volume.
- Maintain compliance with sludge TCLP testing.
- Pass quarterly biomonitoring testing.

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Personnel	762,207	805,336	891,836	867,082	916,714
Supplies	248,918	382,575	272,970	431,550	329,282
Maintenance	137,577	157,890	202,240	224,870	222,240
Services	6,264,139	6,225,487	5,920,550	6,989,110	6,856,075
Capital Outlay	180,178	-	-	-	40,000
<b>Total</b>	<b>7,593,019</b>	<b>7,571,288</b>	<b>7,287,596</b>	<b>8,512,612</b>	<b>8,364,311</b>

<b><u>PERFORMANCE INDICATORS</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Compliance with TPDES permit requirements	100%	99%	100%	100%	100%
Annual treatment costs per million gallons treated	\$3,567	\$4,277	\$4,142	\$4,142	\$4,183
Pass annual biosolid TCLP testing	100%	100%	100%	100%	100%
Annual sanitary sewer overflows for lift stations	0	0	0	0	0

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**FY 2024-25 APPROVED OPERATING BUDGET****Enterprise Fund****Utility Enterprise – Administrative Services****200-533-001**

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**Division Description**

The Administrative Division within the Utility Enterprise Department is responsible for accounting 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. This Division is also responsible for accounting for supplies, training, travel, software and other project expenses of the City's Geographic Information System (GIS).

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Personnel	-	8,473	-	20,556	-
Supplies	6,289	4,873	6,000	7,070	6,000
Maintenance	858	2,591	-	2,600	-
Services	132,446	1,036,834	1,042,456	1,086,880	1,179,719
Insurance	931,679	1,051,573	1,191,648	982,270	1,251,147
Capital Outlay	-	6,228	-	-	310,000
Utility Bond Expense	627,652	624,204	662,556	662,556	669,056
Transfers	2,086,555	2,215,207	2,199,481	2,555,767	4,377,970
<b>Total</b>	<b>3,785,479</b>	<b>4,949,983</b>	<b>5,102,141</b>	<b>5,317,699</b>	<b>7,793,892</b>

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## FY 2024-25 APPROVED OPERATING BUDGET

### Enterprise Fund

### Utility Enterprise – Permanent Capital Maintenance

200-534-000

#### Division Description

Permanent Capital maintenance fund provides resources for the Utility Division to perform major maintenance on all of the systems that keep the Utility Operations working. It includes electrical and mechanical equipment including generators, pumps, electrical control panels, SCADA controllers and valves. It also includes small projects to rehabilitate infrastructure to keep systems operational.

#### FY24 Division Accomplishments

##### 530-002 Water Treatment

- Chlorine re-piping project in chemical building.
- Filter table 1 moved to modicon and programmed.
- Upgraded to Corolis feed and control for chlorine cabinets.
- Upgraded basement plc.
- Removed fluoride feed and building.
- Upgraded D-2 chlorine monitoring to ATI and Foxcroft.
- Updated all redlines and graphics to new programming.
- Upgraded Twell #5 to larger pump.

##### 531-002 Wastewater Treatment

- Added PLC for Train 3 automation.
- Upgraded Train 3 process analyzers.
- Upgraded Train 1 RAS / WAS pumps.
- Installed new generator for Train 3.
- Added pump pit cranes for Train 2 and 3.
- Replaced isolation gates for Train 2 aeration basins.
- Upgraded pumps and electrical equipment for Hilton lift station.
- Replaced Dove 2 lift station MCC.
- Purchased two additional bypass pumps for Utility.

#### FY25 Division Goals and Objectives

##### 530-002 Water Treatment

- Upgrade high service #7 and #8 to VFD controls.
- Upgrade high service #1, #2 and #3 to VFD.
- Upgrade polymer feed system.
- Move high service pressure to high service vault #4.
- Complete basement PLC upgrade.
- Filter table 2 move to modicon.
- Install security cameras for plant to increase security coverage.

##### 531-002 Wastewater Treatment

- Upgrade dewatering diffuser system.
- Upgrade Train 2 process analyzers.
- Replace isolation valves for Train 2 and 3 aeration basins.
- Rehab plant stormwater collection basin.
- Add bypass connection for Train 2.
- Add flow meter vaults for two lift stations.
- Pump replacements for lift stations (6).
- Aeration system for the Hilton lift station.

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<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Personnel	-	-	-	-	-
Supplies	40,215	-	-	-	-
Maintenance	2,054,027	2,151,020	2,000,000	2,014,400	1,822,438
Services	127,065	88,300	-	21,040	-
Capital Outlay	63,465	18,504	-	70,720	-
<b>Total</b>	<b>2,284,772</b>	<b>2,257,824</b>	<b>2,000,000</b>	<b>2,106,160</b>	<b>1,822,438</b>

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**FY 2024-25 APPROVED OPERATING BUDGET  
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE  
GOLF FUND**

	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Estimate	2024-25 Approved
<b>BEGINNING WORKING CAPITAL:</b>	448,245	1,194,316	602,795	602,795	20,794
<b>OPERATING REVENUES:</b>					
Cart and Club Rentals	878,073	907,180	1,018,500	976,000	1,020,000
Tournament Fees	4,585	9,436	10,000	9,950	10,000
Driving Range	270,786	273,494	282,000	278,939	282,000
Golf Pro Shop Sales	404,759	455,514	450,000	417,048	450,000
Golf Course Green Fees	1,946,821	2,148,233	2,250,000	2,148,974	2,500,000
Annual Green Fee Memberships	313,000	380,850	480,000	417,350	480,000
Lesson Income	16,296	47,570	30,000	81,449	60,000
Interest Income	3,939	16,081	3,000	15,236	16,000
Golf Sub-Lease	398,479	429,118	450,000	492,281	450,000
Miscellaneous Income	23,764	29,086	297,000	6,561	255,400
Persimmons Food & Beverage	5,784	1,216,875	1,597,000	1,356,497	1,616,000
Total Operating Revenue	4,266,286	5,913,437	6,867,500	6,200,285	7,139,400
<b>TOTAL REVENUES AND TRANSFERS</b>	<b>4,266,286</b>	<b>5,913,437</b>	<b>6,867,500</b>	<b>6,200,285</b>	<b>7,139,400</b>
<b>OPERATING EXPENDITURES:</b>					
Personnel	1,486,945	2,883,168	2,609,045	2,897,169	2,891,305
Supplies	591,261	1,232,884	1,133,500	1,415,190	1,253,000
Maintenance	160,648	213,985	164,600	203,080	202,500
Services	546,009	1,076,486	698,420	795,310	743,381
Insurance	417,319	491,311	766,734	775,307	826,714
Capital Outlay	172,021	446,006	916,000	535,110	1,035,000
Total Operating Expenditures	3,374,203	6,343,840	6,288,299	6,621,166	6,951,900
<b>TRANSFERS OUT:</b>					
Transfer to General Fund - Admin Fee	146,012	161,118	168,750	161,120	187,500
Total Transfers Out	146,012	161,118	168,750	161,120	187,500
<b>TOTAL EXPENDITURES AND TRANSFERS</b>	<b>3,520,215</b>	<b>6,504,958</b>	<b>6,457,049</b>	<b>6,782,286</b>	<b>7,139,400</b>
<b>SURPLUS / (DEFICIT)</b>	<b>746,071</b>	<b>(591,521)</b>	<b>410,451</b>	<b>(582,001)</b>	<b>-</b>
<b>ENDING WORKING CAPITAL:</b>	<b>1,194,316</b>	<b>602,795</b>	<b>1,013,246</b>	<b>20,794</b>	<b>20,794</b>
<b>FUND BALANCE REQUIREMENT:</b>	<b>831,995</b>	<b>1,564,235</b>	<b>1,550,539</b>	<b>1,632,616</b>	<b>1,714,167</b>

REVENUE DETAIL		2021-22	2022-23	2023-24	2023-24	2024-25
		Actual	Actual	Budget	Estimate	Approved
34600	Golf Club Rental Revenue	26,747	29,479	28,500	36,354	30,000
34606	Cart Rentals	851,326	877,701	990,000	939,646	990,000
	<b>CART AND CLUB RENTAL</b>	<b>878,073</b>	<b>907,180</b>	<b>1,018,500</b>	<b>976,000</b>	<b>1,020,000</b>
34607	Tournament Fees	4,585	9,436	10,000	9,950	10,000
	<b>TOURNAMENT FEES</b>	<b>4,585</b>	<b>9,436</b>	<b>10,000</b>	<b>9,950</b>	<b>10,000</b>
34610	Driving Range	270,786	273,494	282,000	278,939	282,000
	<b>DRIVING RANGE</b>	<b>270,786</b>	<b>273,494</b>	<b>282,000</b>	<b>278,939</b>	<b>282,000</b>
34616	Golf Merchandise Sales	404,759	455,514	450,000	417,048	450,000
	<b>GOLF PRO SHOP SALES</b>	<b>404,759</b>	<b>455,514</b>	<b>450,000</b>	<b>417,048</b>	<b>450,000</b>
34620	Golf Course-Green Fees	1,946,821	2,148,233	2,250,000	2,148,974	2,500,000
	<b>GOLF GREEN FEES</b>	<b>1,946,821</b>	<b>2,148,233</b>	<b>2,250,000</b>	<b>2,148,974</b>	<b>2,500,000</b>
34622	Annual Green Fee Membershi	313,000	380,850	480,000	417,350	480,000
	<b>GREEN FEE MEMBERSHIP</b>	<b>313,000</b>	<b>380,850</b>	<b>480,000</b>	<b>417,350</b>	<b>480,000</b>
34630	Lesson Income	16,296	47,570	30,000	81,449	60,000
	<b>LESSON INCOME</b>	<b>16,296</b>	<b>47,570</b>	<b>30,000</b>	<b>81,449</b>	<b>60,000</b>
39230	Interest On Investment	3,938	16,076	1,200	15,236	16,000
39231	Interest Earned-'98	1	5	900	-	-
39232	Int On Invest '02 Ta	-	-	900	-	-
	<b>INTEREST INCOME</b>	<b>3,939</b>	<b>16,081</b>	<b>3,000</b>	<b>15,236</b>	<b>16,000</b>
34635	Golf-Sub-Lease	398,479	429,118	450,000	492,281	450,000
	<b>GOLF SUB-LEASE</b>	<b>398,479</b>	<b>429,118</b>	<b>450,000</b>	<b>492,281</b>	<b>450,000</b>
39950	Sales Of Fixed Asset	5,874	-	272,000	-	230,400
39995	(Over)/Short	217	1,187	-	-	-
39995	(Over)/Short	-	(286)	-	-	-
39999	Miscellaneous Revenue	17,673	23,999	25,000	6,561	25,000
39710	Insurance Recoveries	-	4,186	-	-	-
	<b>MISCELLANEOUS</b>	<b>23,764</b>	<b>29,086</b>	<b>297,000</b>	<b>6,561</b>	<b>255,400</b>
34614	Persimmons Food & Beverage	5,784	1,216,875	1,597,000	1,356,497	1,616,000
	<b>PERSIMMONS</b>	<b>5,784</b>	<b>1,216,875</b>	<b>1,597,000</b>	<b>1,356,497</b>	<b>1,616,000</b>
<b>TOTAL GOLF</b>		<b>4,266,286</b>	<b>5,913,437</b>	<b>6,867,500</b>	<b>6,200,285</b>	<b>7,139,400</b>

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## FY 2024-25 APPROVED OPERATING BUDGET

### Enterprise Fund

### 210-340 Golf

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#### **FOCUS AREA(S)**

High Service Levels/Quality of Life

#### **Department Description**

The Golf Department is responsible for providing the best golf experience to our customers with the resources available to the department. The Department is responsible for maintaining excellent golf course conditions to include greens, tees, fairways, bunkers, and common/rough areas, also ensuring a well-stocked golf shop, restaurant with casual dining and meeting space, and welcoming areas. The Department provides quality practice facilities to include a well-manicured practice tee, chipping green, and putting greens, it also provides excellent customer service to include warm welcomes, memorable experiences, and a fond farewell. Within the Golf Department is the Pro Shop, Course Maintenance, and Persimmons Restaurant Division.

#### **Mission Statement**

The Golf Department strives to provide an excellent experience to our customers through excellent customer service in all areas as well as providing excellent golf course conditions at all times.

#### **FY24 Department Accomplishments**

- The Department was able to host 79,499 rounds of golf to golfers which include a record number of tournaments and outings ranging from junior golf, fund raising charity tournament, and company outings.
- The Persimmon's Restaurant increased its revenue by 20% over prior year serving many golfers and private events.
- A new practice area improvement (Short Game Area) was added with a large putting and chipping green and practice bunkers along with two additional greens for short pitch style shots.

#### **FY25 Department Goals and Objectives**

The Golf Department will continue to seek ways to better serve its customers by providing excellent course conditions, excellent customer service in both the golf shop and restaurant.

- Host 75,000 rounds of play.
- Generate revenues of \$7,139,400 or more.
- Improve Persimmon's kitchen to be able to host more catering options upon remodel completion of the Concourse Building.

<b>EXPENDITURES BY DIVISION</b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Pro Shop	1,861,284	2,494,122	3,156,226	2,505,079	3,472,630
Course Maintenance	1,593,887	1,999,099	1,704,118	2,110,731	1,912,502
Persimmons	65,044	2,011,737	1,596,705	2,166,476	1,754,268
<b>Total</b>	<b>3,520,215</b>	<b>6,504,958</b>	<b>6,457,049</b>	<b>6,782,286</b>	<b>7,139,400</b>

<b>POSITION SUMMARY BY DEPARTMENT</b>
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**PERSONNEL - FULL TIME EQUIVALENTS (FTE)**

	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2023-24 Proposed</b>
<b>GOLF FUND - PRO SHOP</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>
<b>GOLF FUND - PERSIMMONS</b>					
Restaurant General Manager	1.0	1.0	1.0	1.0	1.0
Restaurant Assistant General Manager	-	1.0	1.0	1.0	1.0
Kitchen Manager	1.0	1.0	1.0	1.0	1.0
Restaurant Supervisor	3.0	3.0	3.0	3.0	3.0
<b>TOTAL FULL-TIME POSITIONS</b>	<b>5.0</b>	<b>6.0</b>	<b>6.0</b>	<b>6.0</b>	<b>6.0</b>
<b>TOTAL ENTERPRISE GOLF FUND</b>	<b>24.0</b>	<b>25.0</b>	<b>25.0</b>	<b>25.0</b>	<b>25.0</b>



**FY 2024-25 APPROVED OPERATING BUDGET**

**Enterprise Fund**

**Golf – Pro Shop**

**210-340-001**

**Division Description**

The Pro Shop Division within the Golf Department is responsible for improving the public image and appreciation of the facility, maintaining the number of tournaments held by different customer groups, continuing to develop and increase junior participation in golfing activities, maintaining rounds of golf played, providing customer service training for staff members with special emphasis on team building and improving golf sales.

**FY24 Division Accomplishments**

- Hosted and facilitated a record number of tournament and outings in FY24 that included numerous junior events as well as local organizations and company outings.
- Hosted 79,499 rounds of play which was 4499 more than planned.
- Had another good year in merchandise sales with revenues of \$424,000.
- The Pro Shop Division staff continue to promote the Grapevine Golf Course in the DFW market and have received praise from NTPGA and Avid Golfer magazine for our accomplishments.

**FY25 Division Goals and Objectives**

- The Pro Shop Division will continue to strive to provide excellent customer experiences for customers with quality merchandise in the shop and good quality instruction to all levels of golfers.
- Host 75,000+ rounds in FY25.
- Host 6+ NTPGA Junior Championships including all player divisions.
- Provide instruction to 100+ junior golfers via Junior Golf Academy, Summer Camps, and private lessons.

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2023-24 Approved</b>
Personnel	704,929	1,032,376	825,642	867,672	847,535
Supplies	316,218	374,685	326,500	293,720	371,000
Maintenance	43,662	82,187	46,000	83,880	75,000
Services	211,319	303,641	290,600	312,970	329,881
Insurance	417,319	491,311	766,734	775,307	826,714
Capital Outlay	21,825	48,804	732,000	10,410	835,000
Transfers	146,012	161,118	168,750	161,120	187,500
<b>Total</b>	<b>1,861,284</b>	<b>2,494,122</b>	<b>3,156,226</b>	<b>2,505,079</b>	<b>3,472,630</b>

<b><u>Performance Indicators</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Number of tournaments held annually	135	148	140	160	160
Number of participants in junior golf activities	1,300	1,500	1,300	1,800	1,800
Number of participants in special community development	2,000	2,000	2,000	2,000	2,000
Number of staff training sessions held	12	12	12	12	12
Annual rounds of golf played	83,000	79,562	72,000	79,000	79,000

**FY 2024-25 APPROVED OPERATING BUDGET**

**Enterprise Fund**

**Golf – Course Maintenance**

**210-340-002**

**Division Description**

The Course Maintenance Division within the Golf Department is responsible for continuing to improve the care and operation of maintenance equipment, conducting monthly training / safety meetings to emphasize proper operation and maintenance of equipment, improving the overall playability of the course and putting quality through frequent aerification, top dressing and verticutting primarily during Bermuda grass growing season and improving the upkeep and appearance of the maintenance facility and adjacent areas.

**FY24 Division Accomplishments**

- The Course Maintenance Division had a good year in turf grass maintenance and provided very good playing conditions throughout the year.
- The Division was able to replace several very old pieces of equipment with newer modern equipment which help maintain better grooming and course conditions of play.
- All staff positions were filled for main season and trained in necessary operations.
- The Division assisted in Short Game Area project and did excellent job in grow in process after construction work was completed.

**FY25 Division Goals and Objectives**

- To continue to work to provide the best possible playing conditions for all season.
- To add several more pieces of equipment that need to be replaced due to excessive wear & tear.

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2023-24</b>	<b>2024-25</b>
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimate</b>	<b>Approved</b>
Personnel	772,753	814,699	866,618	831,191	978,002
Supplies	265,583	336,590	264,000	342,620	322,000
Maintenance	115,069	114,339	112,000	113,410	115,000
Services	290,286	325,873	277,500	301,840	297,500
Capital Outlay	150,196	407,598	184,000	521,670	200,000
<b>Total</b>	<b>1,593,887</b>	<b>1,999,099</b>	<b>1,704,118</b>	<b>2,110,731</b>	<b>1,912,502</b>

<b><u>Performance Indicators</u></b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2023-24</b>	<b>2024-25</b>
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimate</b>	<b>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	10	10	10	10	10
Number of greens verticuts annually	18	18	18	18	18
Number of maintenance facility inspections conducted annually	12	12	12	12	12

**FY 2024-25 APPROVED OPERATING BUDGET**

**Enterprise Fund**

**Golf – Persimmons Restaurant**

**210-340-003**

**Division Description**

The Persimmons Restaurant Division within the Golf Department is responsible for improving food sales through menu innovation from tapping our current talent and gathering feedback. The Division is also responsible for improving golfer experience on golf course and restaurant, increasing quantity and improving experience of private events in restaurants and golf course and continuing to develop a cohesive team of experience makers on golf course and restaurant.

**FY24 Division Accomplishments**

- Increased sales from 1.2 million in prior year to 1.45 million.
- Added and trained over 20 new staff including kitchen cooks and servers for bar, restaurant, and beverage carts.
- Converted to new POS software that better serviced needs of management team and customers.
- Added over 20 events in Spring and Summer season and booked 20+ for Fall.

**FY25 Division Goals and Objectives**

- Increase sales revenue to 1.6+ million.
- Continue to manage all expenses to levels that will break even or all surplus of revenue versus expenses.

<b><u>EXPENDITURES BY OBJECT</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Personnel	9,263	1,036,093	916,785	1,198,306	1,065,768
Supplies	9,460	521,609	543,000	778,850	560,000
Maintenance	1,917	17,459	6,600	5,790	12,500
Services	44,404	155,257	130,320	180,500	116,000
Non-Operating Set Up Costs	-	281,319	-	3,030	-
<b>Total</b>	<b>65,044</b>	<b>2,011,737</b>	<b>1,596,705</b>	<b>2,166,476</b>	<b>1,754,268</b>

<b><u>Performance Indicators</u></b>	<b>2021-22 Actual</b>	<b>2022-23 Actual</b>	<b>2023-24 Budget</b>	<b>2023-24 Estimate</b>	<b>2024-25 Approved</b>
Number of covers in dining room/ patio	N/A	29,000	32,000	32,000	32,000
Number of covers special events	N/A	3,500	5,000	5,000	8,000
Food & Beverage cost %	N/A	38%	35%	35%	33%
Labor cost %	N/A	60%	50%	50%	50%
Turnover of staff	N/A	10	20	10	10

## 2024 GRAPEVINE FAST FACTS

### HOTELS (6,022 ROOMS)

- Gaylord Texan Resort
- Hyatt Regency DFW
- Great Wolf Lodge
- Hilton DFW Lakes
- Embassy Suites by Hilton
- Courtyard/TownePlace Suites by Marriott
- Grand Hyatt DFW
- Hotel Vin Marriott Autograph Collection
- Hilton Garden Inn Grapevine at Silverlake Crossings
- Residence Inn by Marriott
- Hyatt Place Grapevine
- SpringHill Suites by Marriott
- Hilton Garden Inn DFW North Grapevine
- Homewood Suites by Hilton
- Comfort Inn
- Super 8 by Wyndham
- Comfort Suites
- Holiday Inn Express Hotel & Suites
- Hampton Inn & Suites
- Minute Suites DFW
- The Vineyards Campgrounds & Cabins

### URBAN WINE TRAIL

- Bingham Family Vineyards
- Bull Lion Winery
- Cross Timbers Winery
- Grape Vine Springs Winery
- Landon Winery
- Messina Hof Grapevine Winery
- Sloan & Williams Winery
- Delaney Vineyards

### CRAFT BREWERIES

- Hop & Sting Brewing Co.
- Outlaw Cider Co.

### ATTRACTIONS

- SEA LIFE Grapevine Aquarium
- LEGOLAND® Discovery Center
- Peppa Pig World of Play
- Meow Wolf Grapevine Immersive Art Experience
- Grapevine Vintage Railroad Excursion Train (*weekly excursions & special events*)
- Peace Circle

- Nash Farm, ca. 1859
- Historic Downtown Grapevine
- Grapevine Main Station & Observation Tower
- Grapevine Glockenspiel Clock Tower (*featuring Nat Barrett and Willie Majors*)
- Palace Arts Center
- Settlement to City Museums
- Round 1 Bowling and Amusement
- The Grapevine Escape
- The Escape Game
- Corky's Gaming Bistro
- Chicken N Pickle
- Main Event Entertainment
- Grapevine Food Tours
- Grapevine Wine Tours
- Lone Star Hi-Railers Model Railroad Exhibit
- Founders' Plaza Airport Observation Area
- 9/11 Flight Crew Memorial
- Bass Pro Shops
- Crush It! Sports Lounge
- Glass Cactus Night Club
- Grapevine Botanical Gardens
- The Night Watchman Tour
- Gateway Classic Cars
- House of Shine
- Painting with a Twist
- Movement Grapevine
- Texas Gun Experience
- Lake Grapevine-Chartered cruises and sailing
- DFW Surf
- WhoaZone (*Seasonal*)
- Fun Box (*Seasonal*)

### ART GALLERIES & STUDIOS

- Millican's Blacksmith Shop
- Giddens Gallery of Fine Art
- RTown Art Gallery
- International Porcelain Artists
- Holder Dane Art Gallery & Studio
- A Touch of Paris Art Gallery
- Tower Gallery / Grand Gallery
- VETRO Glassblowing Studio & Gallery
- Crazy Horse Art Studio

### GRAPEVINE MILLS

- 1.8 million sq. ft. of shopping & entertainment space

### GOLF

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

### THEATERS

- AMC Dine-In Theatres (30 Theaters at Grapevine Mills)
- Cinemark Tinseltown Grapevine (17 Theatres)
- Palace Theatre, ca. 1940
- Texas Star Dinner Theater
- Starling Performing Arts
- Runway Theatre

### FESTIVALS & EVENTS 2024

- Grapevine Farmers and Artisans Market (*Saturdays from April – September*)
- New Vintage Wine and Gallery Trail & Blessing of the Vines (*April*)
- Spring Into Nash Farm (*April*)
- Jazz Wine Trains (*April*)
- Main Street Fest – A Craft Brew Experience (*May*)
- Summertime in Grapevine (*Memorial Day - Labor Day*)
- July 4th Fireworks Extravaganza (*July 4*)
- GrapeFest® - A Texas Wine Experience (*September*)
- Day Out With Thomas™ (*October*)
- Nash Farm Fall Round-Up (*October*)
- Butterfly Flutterby (*October*)
- Christmas Capital of Texas® (*mid Nov. - early Jan. 2025*)

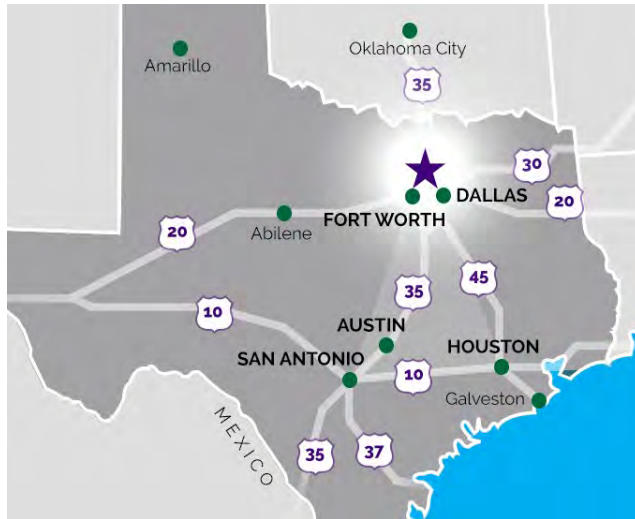
### RESTAURANTS

- 200+ Family-owned bistros, cafés and chain restaurants
- Rock N Brews (*opening Summer 2024*)



# 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.

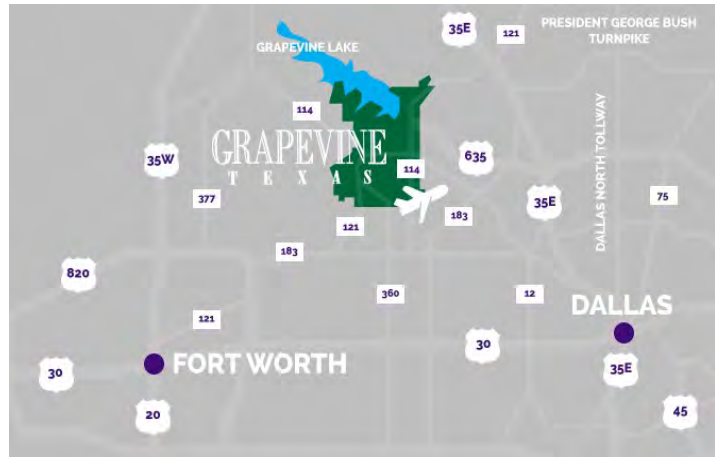


The City also has an extensive park system which includes tennis and pickleball courts, racquetball courts, baseball and softball diamonds, football and soccer fields, an extensive network of hiking, biking and jogging trails, swimming pools and picnic areas. The City also owns and operates a 27-hole golf course and full-service restaurant.

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 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.





- 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 approximately 1.5 million rides since opening in 2019.

### **Advantages of Doing Business in Grapevine**

Grapevine, TX is in the heart of the Dallas and Fort Worth Metroplex, and only 10-minutes from the DFW Airport. Grapevine is known for its location, authenticity and abundant opportunities. With a short permitting process, pro-business leadership, real estate opportunities, and a strong workforce, Grapevine is the destination of choice for growing companies, investors, and developers.

Businesses and residents choose Grapevine, TX for its many unique attributes. Located in the center of the Dallas-Fort Worth Metroplex, Grapevine is perfectly situated a short 25-minutes away from both Dallas and Fort Worth. This ideal location makes it easy for all kinds of business to serve the greater region.

Businesses also benefit from Grapevine’s proximity to two major international airports. DFW International Airport is a short 10-minute drive via TX-114W, while Dallas Love Field International Airport is a quick 20-minute drive via TX-114E. Both airports provide a quick option for employees to have easy access to a variety of locations. For example, DFW International provides service to 194 domestic and 71 international destinations. Additionally, public transit options such as TEXRail make commuting an easy option for any employee.

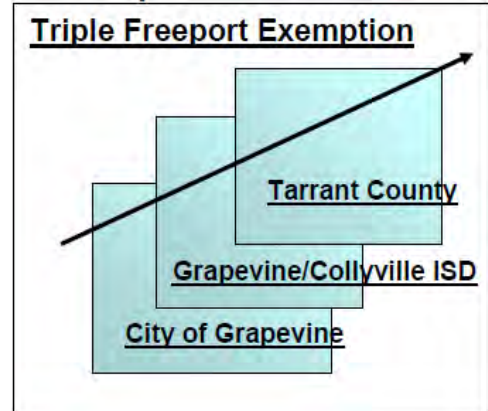
Grapevine has a relaxed, home-town, authentic environment. Residents enjoy modern amenities without the hustle-and-bustle that dominates larger cities. Known for its Texas charm, Grapevine is a thriving community rich in history and prime for development. The community hosts major employers such as Gamestop Headquarters, the Gaylord Texan Resort and Convention Center, Great Wolf Lodge, Bass Pro Shops Outdoor World, Kubota, Paycom, and thousands of small businesses.

### **The Freeport Tax Exemption in Grapevine**

*What is the Freeport Tax Exemption?* – The freeport tax exemption allows local authorities to exempt property 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	\$99,059
\$10 Million	\$198,117
\$15 Million	\$297,176
\$20 Million	\$396,235
\$25 Million	\$495,294



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

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



## **Dining & Accommodations**

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

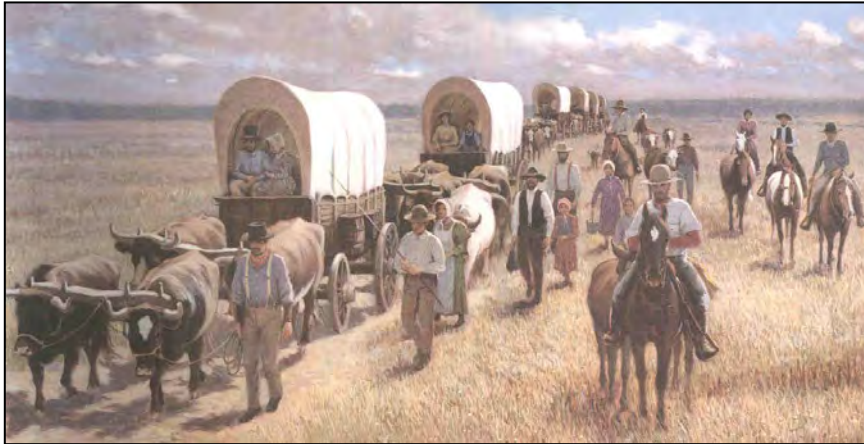
***23 Lodging Facilities with 6,020 rooms*** – Grapevine offers both the business and leisure traveler a wide variety of accommodations. Here you will find a wide range of lodging options, services and amenities to suit any taste or budget, ranging from full service luxury resort properties to charming 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!

## 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™** – Springtime brings an event that’s anticipated by kids of all ages. That’s when Thomas the Tank Engine™ 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

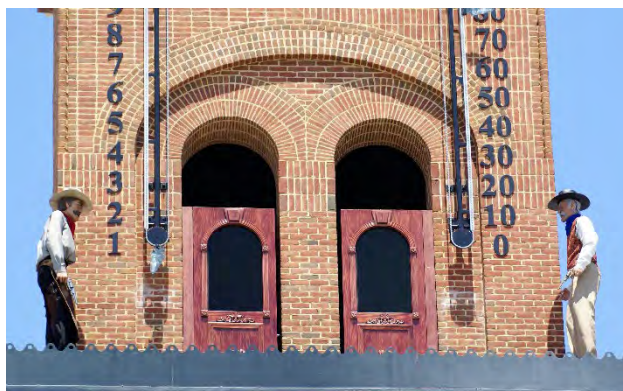
The **Grapevine Convention & Visitors Bureau** headquarters and Museum Complex is a symbol of friendship and hospitality. The facility represents the architectural period of significance from the 1870s through 1915 and is a tribute to the agricultural and commercial heritage of Grapevine. The complex 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 Fest** - 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:	February 12, 1907
Date of Adoption of Home Rule Charter:	November 16, 1965
City Officials:	Mayor and (6) Council Members
Number of Full-Time Employees:	632
Population: (January 2024)	51,081
Population by Race:	
White	64.1%
Black or African American	6.4%
Hispanic	19.5%
Asian & Pacific Islander	6.8%
Population by Gender:	
Male	51.3%
Female	48.7%
Population by Age:	
Persons under 5 years	5.3%
Persons under 18 years	20.6%
Persons 65 years and over	13.1%
Median Age:	39
Percentage Population 25+ by Education Level:	
High school graduate or higher	95.6%
Bachelor's degree or higher	54.2%

Percentage Households by Income:	
Less than \$10,000	1.9%
\$10,000 to \$14,999	1.7%
\$15,000 to \$24,999	3.3%
\$25,000 to \$34,999	7.3%
\$35,000 to \$49,999	8.6%
\$50,000 to \$74,999	13.5%
\$75,000 to \$99,999	10.7%
\$100,000 to \$149,999	20.1%
\$150,000 to \$199,999	12.6%
\$200,000 or more	20.3%
Median Family Household Income:	\$107,165
Per Capita Income:	\$57,706
Average Household Size:	2.36
Persons in Poverty:	5.7%
Elections:	
Registered Voters:	35,362
Number of Votes Cast Last National Election	7,775
Voting Percentage Last National Election	22% of registered voters
Number of Votes Cast Last State Election	5,630
Voting Percentage Last State Election	16% of registered voters
Number of Votes Cast Last Municipal Election	6,358
Voting Percentage Last Municipal Election	18% of registered voters
Housing:	
Total Housing Units	22,236
Total Households	21,383
Occupancy Rate	95%
Percentage Owner Occupied	53.1%
Household Percentage By Type:	
Family Households	61.7%
Non-family Households	38.3%
Median value of owner-occupied housing units:	\$431,800
Civilian Labor Force: (January 2024)	
Grapevine	33,108
Tarrant County	1,061,812
Unemployment Rate: (January 2024)	
Grapevine	3.3%
Tarrant County	4.20
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	2,170
Number of Ambulance Runs	5,313
Police Protection:	
Number of Stations	2
Number of Employees	162
Calls for Service	49,038
Traffic Citations Issued	5,616
Number of Cases Investigated (Criminal Offenses)	6,080
Vehicular Patrol Units on Duty	35
Library:	
Number of Facilities	1
Total Square Footage	54,500
Volumes	2,301,784
Annual Circulation	436,093
Recreation and Culture:	
Number of Park Acres	1,727
Number of Picnic Areas	117
Number of Pavilions (Rental)	13
Number of Pavilions (General)	3
Number of Boat Ramps	11
Number of Camping Sites/RV Sites	34/123
Number of Swimming Pools	3
Number of Playgrounds	33
Number of Tennis Courts	8
Number of Pickleball Courts	4
Number of Soccer Fields	18
Number of Softball/Baseball Diamonds	21
Number of Skateparks	1
Miles of Hike & Bike Trails (hard surface)	26
Miles of Hike & Bike Trails (soft surface)	14
Number of Community Centers	1
Golf Courses	1
Number of Golf Holes	27
Number of Rounds Played	79,280
Water and Sewer System:	
Number of Water Connections	15,119
Average Daily Water Consumption (MGD)	12.466

Water System Capacity (MGD)	27
Number of Sewer Connections	13,895
Number of Refuse Connections	12,530
Sewer System Capacity (MGD)	8
Accommodations:	
Number of Hotel Properties:	21
Number of Hotel Rooms:	6,022
Education: (Grapevine-Colleyville ISD)	
Number of Facilities	41
Total Employees	1,830
Number of Teachers	943
Total District Enrollment	13,366
Student / Teacher Ratio	22-1 (K-4) & 25-1 (5-12)
Average Years' Experience of Teachers	12.2
Percentage of Teachers with Advanced Degrees	31.60%
District Dropout Rate	0.50%
Graduation Rate	97.80%
Tax Rate	\$0.9233 per \$100
Operating Budget	\$184,824,841
Expenditure per Student	\$13,366
Average SAT/ACT Score	1099 & 24.7
Percentage passed at least one AP or IB exam	79.00%
Total Appraised Value: (July 2024)	\$19,276,319,944
Net Taxable Value: (July 2024)	\$12,303,212,111
Total Value of New Construction: (July 2024)	\$54,942,850
Major Private Employers:	[Site Employment]
Gaylord Texan Resort & Convention Center	1,000 – 4,999
Baylor Scott-White Medical Ctr	500-999
Great Wolf Lodge	500-999
American Warranty Svc	250-499
Bass Pro Shops	250-499
Bfvt Motors LLC	250-499
Classic Chevrolet Inc	250-499
McKesson Medical-Surgical	250-499
Pavestone	250-499
Texas Toyota of Grapevine	250-499
Walmart Supercenter	250-499
Total Employment by Classification:	42,802
Sales	12.53%
Office and administrative support	12.15%

Executive Managers and Administrators	13.19%
Food preparation serving	6.63%
Business and financial operations	7.33%
Estimated Average Travel Time to Work:	23 minutes
Average High Temperature:	January 55° / July 96°
Average Low Temperature:	January 32° / July 73°
Average Rainfall Per Year: (inches)	39"
Top Ten Property Taxpayers:	Total Taxable Value
American Airlines Inc/Envoy Air/American Aviat	\$642,013,826
Opryland Hotel	\$503,041,304
Grapevine Mills Mall	\$233,857,000
Great Wolf Lodge	\$151,250,000
Fund Riverwalk LLC	\$150,600,000
Oncor Electric Delivery CO LLC	\$134,503,155
3225 N Grapevine (TX) LP	\$122,700,000
WMCi Dallas IX LLC	\$116,600,000
Silver Oaks LP	\$110,400,000
GGIF Grapevine LP	\$105,000,000
Bond Ratings:	General
Moody's	Aa1
Standard & Poor's	AA+

<b>FY 2024-2025 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>0.241165</b>	<b>0.187500</b>	<b>0.923300</b>	<b>0.299780</b>	<b>1.651745</b>
Colleyville	0.276204	0.187500	0.923300	0.299780	1.686784
Southlake	0.305000	0.187500	0.996900	0.299780	1.789180
Eules	0.446700	0.187500	0.968900	0.299780	1.902880
Keller	0.293180	0.187500	1.087500	0.299780	1.867960
Bedford	0.495726	0.187500	0.968900	0.299780	1.951906
Hurst	0.591324	0.187500	0.968900	0.299780	2.047504
Carrollton	0.539793	0.215500	0.983600	0.317595	2.056488
Arlington	0.599800	0.187500	1.103500	0.299780	2.190580
Irving	0.589100	0.215500	1.015900	0.317595	2.138095
Fort Worth	0.672500	0.187500	1.062400	0.299780	2.222180
Grand Prairie	0.660000	0.215500	1.057700	0.317595	2.250795
Mesquite	0.690000	0.215500	1.096900	0.317595	2.319995
Dallas	0.704700	0.215500	0.997204	0.317595	2.234999
Mansfield	0.645000	0.187500	1.146900	0.299780	2.279180
Haltom City	0.580727	0.187500	1.198300	0.299780	2.266307
Garland	0.689746	0.215500	1.050900	0.317595	2.273741
Cedar Hill	0.636455	0.215500	1.127900	0.317595	2.297450

# 2024 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

www.grapevinetexas.gov

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

Taxing Unit's Website Address

**GENERAL INFORMATION:** Tax Code Section 26.04(c) requires an officer or employee designated by the governing body to calculate the 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 Form 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 not 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.

### SECTION 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 Tax Rate Worksheet	Amount/Rate
1.	<b>Prior year total taxable value.</b> Enter the amount of the prior year taxable value on the prior year 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 (adjustment is made by deducting TIF taxes, as reflected in Line 17). <sup>1</sup>	\$ 11,641,391,629
2.	<b>Prior year tax ceilings.</b> Counties, cities and junior college districts. Enter the prior year 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 last year or a prior year for homeowners age 65 or older or disabled, use this step. <sup>2</sup>	\$ 1,001,404,242
3.	<b>Preliminary prior year adjusted taxable value.</b> Subtract Line 2 from Line 1.	\$ 10,639,987,387
4.	<b>Prior year total adopted tax rate.</b>	\$ 0.250560 /\$100
5.	<b>Prior year taxable value lost because court appeals of ARB decisions reduced the prior year's appraised value.</b> <b>A. Original prior year ARB values:</b> ..... \$ 2,497,194,536 <b>B. Prior year values resulting from final court decisions:</b> ..... - \$ 2,179,601,435 <b>C. Prior year value loss.</b> Subtract B from A. <sup>3</sup>	\$ 317,593,101
6.	<b>Prior year taxable value subject to an appeal under Chapter 42, as of July 25.</b> <b>A. Prior year ARB certified value:</b> ..... \$ 493,388,079 <b>B. Prior year disputed value:</b> ..... - \$ 26,735,960 <b>C. Prior year undisputed value.</b> Subtract B from A. <sup>4</sup>	\$ 466,652,119
7.	<b>Prior year Chapter 42 related adjusted values.</b> Add Line 5C and Line 6C.	\$ 784,245,220

<sup>1</sup> Tex. Tax Code §26.012(14)  
<sup>2</sup> Tex. Tax Code §26.012(14)  
<sup>3</sup> Tex. Tax Code §26.012(13)  
<sup>4</sup> Tex. Tax Code §26.012(13)



Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
8.	<b>Prior year taxable value, adjusted for actual and potential court-ordered adjustments.</b> Add Line 3 and Line 7.	\$ 11,424,232,607
9.	<b>Prior year taxable value of property in territory the taxing unit deannexed after Jan. 1, 2024.</b> Enter the prior year value of property in deannexed territory. <sup>5</sup>	\$ 0
10.	<p><b>Prior year taxable value lost because property first qualified for an exemption in the current year.</b> 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 the current year does not create a new exemption or reduce taxable value.</p> <p><b>A. Absolute exemptions.</b> Use prior year market value: ..... \$ 1,433,741</p> <p><b>B. Partial exemptions.</b> Current year exemption amount or current year percentage exemption times prior year value: ..... + \$ 16,770,898</p> <p><b>C. Value loss.</b> Add A and B.<sup>6</sup></p>	\$ 18,204,639
11.	<p><b>Prior year 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 the current year.</b> Use only properties that qualified for the first time in the current year; do not use properties that qualified in the prior year.</p> <p><b>A. Prior year market value:</b> ..... \$ 0</p> <p><b>B. Current year productivity or special appraised value:</b> ..... - \$ 0</p> <p><b>C. Value loss.</b> Subtract B from A.<sup>7</sup></p>	\$ 0
12.	<b>Total adjustments for lost value.</b> Add Lines 9, 10C and 11C.	\$ 18,204,639
13.	<b>Prior year captured value of property in a TIF.</b> Enter the total value of the prior year captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the prior year taxes were deposited into the tax increment fund. <sup>8</sup> If the taxing unit has no captured appraised value in line 18D, enter 0.	\$ 1,124,731,632
14.	<b>Prior year total value.</b> Subtract Line 12 and Line 13 from Line 8.	\$ 10,281,296,336
15.	<b>Adjusted prior year total levy.</b> Multiply Line 4 by Line 14 and divide by \$100.	\$ 25,760,816
16.	<b>Taxes refunded for years preceding the prior tax year.</b> Enter the amount of taxes refunded by the taxing unit for tax years preceding the prior tax 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 the prior tax year. This line applies only to tax years preceding the prior tax year. <sup>9</sup>	\$ 361,054
17.	<b>Adjusted prior year levy with refunds and TIF adjustment.</b> Add Lines 15 and 16. <sup>10</sup>	\$ 26,121,870
18.	<p><b>Total current year taxable value on the current year certified appraisal roll today.</b> 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.<sup>11</sup></p> <p><b>A. Certified values:</b> ..... \$ 12,303,212,111</p> <p><b>B. Counties:</b> Include railroad rolling stock values certified by the Comptroller's office: ..... + \$</p> <p><b>C. Pollution control and energy storage system exemption:</b> Deduct the value of property exempted for the current tax year for the first time as pollution control or energy storage system property: ..... - \$ 0</p> <p><b>D. Tax increment financing:</b> Deduct the current year captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the current year taxes will be deposited into the tax increment fund. Do not include any new property value that will be included in Line 23 below.<sup>12</sup> ..... - \$ 1,227,727,683</p> <p><b>E. Total current year value.</b> Add A and B, then subtract C and D.</p>	\$ 11,075,484,428

<sup>5</sup> Tex. Tax Code §26.012(15)

<sup>6</sup> Tex. Tax Code §26.012(15)

<sup>7</sup> Tex. Tax Code §26.012(15)

<sup>8</sup> Tex. Tax Code §26.03(c)

<sup>9</sup> Tex. Tax Code §26.012(13)

<sup>10</sup> Tex. Tax Code §26.012(13)

<sup>11</sup> Tex. Tax Code §26.012, 26.04(c-2)

<sup>12</sup> Tex. Tax Code §26.03(c)

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
19.	<p><b>Total value of properties under protest or not included on certified appraisal roll.</b> <sup>13</sup></p> <p><b>A. Current year 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. <sup>14</sup> ..... \$ 193,063,602</p> <p><b>B. Current year 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. <sup>15</sup> ..... + \$ 726,649,433</p> <p><b>C. Total value under protest or not certified.</b> Add A and B. \$ 919,713,035</p>	\$ 919,713,035
20.	<b>Current year tax ceilings.</b> Counties, cities and junior colleges enter current year total taxable value of homesteads with tax ceilings. These include the home- steads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing unit adopted the tax ceiling provision in the prior year or a previous year for homeowners age 65 or older or disabled, use this step. <sup>16</sup>	\$ 1,108,762,078
21.	<b>Current year total taxable value.</b> Add Lines 18E and 19C. Subtract Line 20. <sup>17</sup>	\$ 10,886,435,385
22.	<b>Total current year taxable value of properties in territory annexed after Jan. 1, of the prior year.</b> Include both real and personal property. Enter the current year value of property in territory annexed. <sup>18</sup>	\$ 0
23.	<b>Total current year 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 the prior year. 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, of the prior year and be located in a new improvement. New improvements <b>do</b> include property on which a tax abatement agreement has expired for the current year. <sup>19</sup>	\$ 54,942,850
24.	<b>Total adjustments to the current year taxable value.</b> Add Lines 22 and 23.	\$ 54,942,850
25.	<b>Adjusted current year taxable value.</b> Subtract Line 24 from Line 21.	\$ 10,831,492,535
26.	<b>Current year NNR tax rate.</b> Divide Line 17 by Line 25 and multiply by \$100. <sup>20</sup>	\$ 0.241165 /\$100
27.	<b>COUNTIES ONLY.</b> Add together the NNR tax rates for each type of tax the county levies. The total is the current year county NNR tax rate. <sup>21</sup>	\$ _____ /\$100

**SECTION 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:

- 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.
- 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 Worksheet	Amount/Rate
28.	<b>Prior year M&amp;O tax rate.</b> Enter the prior year M&O tax rate.	\$ 0.136328 /\$100
29.	<b>Prior year 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> .	\$ 11,424,232,607

<sup>13</sup> Tex. Tax Code §26.01(c) and (d)  
<sup>14</sup> Tex. Tax Code §26.01(c)  
<sup>15</sup> Tex. Tax Code §26.01(d)  
<sup>16</sup> Tex. Tax Code §26.012(6)(B)  
<sup>17</sup> Tex. Tax Code §26.012(6)  
<sup>18</sup> Tex. Tax Code §26.012(17)  
<sup>19</sup> Tex. Tax Code §26.012(17)  
<sup>20</sup> Tex. Tax Code §26.04(c)  
<sup>21</sup> Tex. Tax Code §26.04(d)

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
30.	<b>Total prior year M&amp;O levy.</b> Multiply Line 28 by Line 29 and divide by \$100	\$ 15,574,427
31.	<p><b>Adjusted prior year levy for calculating NNR M&amp;O rate.</b></p> <p><b>A. M&amp;O taxes refunded for years preceding the prior tax year.</b> Enter the amount of M&amp;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 2023. This line applies only to tax years preceding the prior tax year..... + \$ 196,414</p> <p><b>B. Prior year 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 current year captured appraised value in Line 18D, enter 0..... - \$ 0</p> <p><b>C. Prior year 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 D below. The taxing unit receiving the function will add this amount in D below. Other taxing units enter 0. .... +/- \$ 0</p> <p><b>D. Prior year M&amp;O levy adjustments.</b> Subtract B from A. For taxing unit with C, subtract if discontinuing function and add if receiving function..... \$ 196,414</p> <p><b>E. Add Line 30 to 31D.</b></p>	\$ 15,770,841
32.	<b>Adjusted current year taxable value.</b> Enter the amount in Line 25 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 10,831,492,535
33.	<b>Current year NNR M&amp;O rate (unadjusted).</b> Divide Line 31E by Line 32 and multiply by \$100.	\$ 0.145601 /\$100
34.	<p><b>Rate adjustment for state criminal justice mandate.</b> <sup>23</sup></p> <p><b>A. Current year 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</p> <p><b>B. Prior year 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</p> <p><b>C. Subtract B from A and divide by Line 32 and multiply by \$100.....</b> \$ 0.000000 /\$100</p> <p><b>D. Enter the rate calculated in C. If not applicable, enter 0.</b></p>	\$ 0.000000 /\$100
35.	<p><b>Rate adjustment for indigent health care expenditures.</b> <sup>24</sup></p> <p><b>A. Current year 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, of the prior tax year and ending on June 30, of the current tax year, less any state assistance received for the same purpose. \$ 0</p> <p><b>B. Prior year 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, 2022 and ending on June 30, 2023, less any state assistance received for the same purpose..... - \$ 0</p> <p><b>C. Subtract B from A and divide by Line 32 and multiply by \$100.....</b> \$ 0.000000 /\$100</p> <p><b>D. Enter the rate calculated in C. If not applicable, enter 0.</b></p>	\$ 0.000000 /\$100

<sup>22</sup> [Reserved for expansion]

<sup>23</sup> Tex. Tax Code §26.044

<sup>24</sup> Tex. Tax Code §26.0441

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
36.	<p><b>Rate adjustment for county indigent defense compensation.</b> <sup>25</sup></p> <p><b>A. Current year indigent defense compensation expenditures.</b> Enter the amount paid by a county to provide appointed counsel for indigent individuals and fund the operations of a public defender’s office under Article 26.044, Code of Criminal Procedure for the period beginning on July 1, of the prior tax year and ending on June 30, of the current tax year, less any state grants received by the county for the same purpose. . . . . \$ 0</p> <p><b>B. Prior year indigent defense compensation expenditures.</b> Enter the amount paid by a county to provide appointed counsel for indigent individuals and fund the operations of a public defender’s office under Article 26.044, Code of Criminal Procedure for the period beginning on July 1, 2022 and ending on June 30, 2023, less any state grants received by the county for the same purpose. . . . . \$ 0</p> <p><b>C.</b> Subtract B from A and divide by Line 32 and multiply by \$100. . . . . \$ 0.000000 /\$100</p> <p><b>D.</b> Multiply B by 0.05 and divide by Line 32 and multiply by \$100. . . . . \$ 0.000000 /\$100</p> <p><b>E.</b> Enter the lesser of C and D. If not applicable, enter 0.</p>	\$ 0.000000 /\$100
37.	<p><b>Rate adjustment for county hospital expenditures.</b> <sup>26</sup></p> <p><b>A. Current year 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, of the prior tax year and ending on June 30, of the current tax year. . . . . \$ 0</p> <p><b>B. Prior year 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, 2022 and ending on June 30, 2023. . . . . \$ 0</p> <p><b>C.</b> Subtract B from A and divide by Line 32 and multiply by \$100. . . . . \$ 0.000000 /\$100</p> <p><b>D.</b> Multiply B by 0.08 and divide by Line 32 and multiply by \$100. . . . . \$ 0.000000 /\$100</p> <p><b>E.</b> Enter the lesser of C and D, if applicable. If not applicable, enter 0.</p>	\$ 0.000000 /\$100
38.	<p><b>Rate adjustment for defunding municipality.</b> This adjustment only applies to a municipality that is considered to be a defunding municipality for the current tax year under Chapter 109, Local Government Code. Chapter 109, Local Government Code only applies to municipalities with a population of more than 250,000 and includes a written determination by the Office of the Governor. See Tax Code Section 26.0444 for more information.</p> <p><b>A. Amount appropriated for public safety in the prior year.</b> Enter the amount of money appropriated for public safety in the budget adopted by the municipality for the preceding fiscal year . . . . . \$ 0</p> <p><b>B. Expenditures for public safety in the prior year.</b> Enter the amount of money spent by the municipality for public safety during the preceding fiscal year. . . . . \$ 0</p> <p><b>C.</b> Subtract B from A and divide by Line 32 and multiply by \$100 . . . . . \$ 0.000000 /\$100</p> <p><b>D.</b> Enter the rate calculated in C. If not applicable, enter 0.</p>	\$ 0.000000 /\$100
39.	<p><b>Adjusted current year NNR M&amp;O rate.</b> Add Lines 33, 34D, 35D, 36E, and 37E. Subtract Line 38D.</p>	\$ 0.145601 /\$100
40.	<p><b>Adjustment for prior year sales tax specifically to reduce property taxes.</b> Cities, counties and hospital districts that collected and spent additional sales tax on M&amp;O expenses in the prior year should complete this line. These entities will deduct the sales tax gain rate for the current year in Section 3. Other taxing units, enter zero.</p> <p><b>A.</b> Enter the amount of additional sales tax collected and spent on M&amp;O expenses in the prior year, if any. Counties must exclude any amount that was spent for economic development grants from the amount of sales tax spent . . . . . \$ 0</p> <p><b>B.</b> Divide Line 40A by Line 32 and multiply by \$100 . . . . . \$ 0.000000 /\$100</p> <p><b>C.</b> Add Line 40B to Line 39.</p>	\$ 0.145601 /\$100
41.	<p><b>Current year voter-approval M&amp;O rate.</b> Enter the rate as calculated by the appropriate scenario below.</p> <p><b>Special Taxing Unit.</b> If the taxing unit qualifies as a special taxing unit, multiply Line 40C by 1.08.</p> <p>- or -</p> <p><b>Other Taxing Unit.</b> If the taxing unit does not qualify as a special taxing unit, multiply Line 40C by 1.035.</p>	\$ 0.150697 /\$100

<sup>25</sup> Tex. Tax Code §26.0442  
<sup>26</sup> Tex. Tax Code §26.0443

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
D41.	<p><b>Disaster Line 41 (D41): Current year voter-approval M&amp;O rate for taxing unit affected by disaster declaration.</b> If the taxing unit is located in an area declared a disaster area and at least one person is granted an exemption under Tax Code Section 11.35 for property located in the taxing unit, the governing body may direct the person calculating the voter-approval tax rate to calculate in the manner provided for a special taxing unit. The taxing unit shall continue to calculate the voter-approval tax rate in this manner until the earlier of</p> <p>1) the first 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, or</p> <p>2) the third tax year after the tax year in which the disaster occurred</p> <p>If the taxing unit qualifies under this scenario, multiply Line 40C by 1.08.<sup>27</sup> If the taxing unit does not qualify, do not complete Disaster Line 41 (Line D41).</p>	\$ 0.000000 /\$100
42.	<p><b>Total current year 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:</p> <p>(1) are paid by property taxes,</p> <p>(2) are secured by property taxes,</p> <p>(3) are scheduled for payment over a period longer than one year, and</p> <p>(4) are not classified in the taxing unit’s budget as M&amp;O expenses.</p> <p><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. If the governing body of a taxing unit authorized or agreed to authorize a bond, warrant, certificate of obligation, or other evidence of indebtedness on or after Sept. 1, 2021, verify if it meets the amended definition of debt before including it here.<sup>28</sup></p> <p>Enter debt amount ..... \$ 11,904,724</p> <p><b>B. Subtract unencumbered fund amount</b> used to reduce total debt. .... - \$ 0</p> <p><b>C. Subtract certified amount spent from sales tax to reduce debt</b> (enter zero if none) ..... - \$ 0</p> <p><b>D. Subtract amount paid</b> from other resources ..... - \$ 0</p> <p><b>E. Adjusted debt.</b> Subtract B, C and D from A. .... \$ 11,904,724</p>	\$ 11,904,724
43.	<b>Certified prior year excess debt collections.</b> Enter the amount certified by the collector. <sup>29</sup>	\$ 0
44.	<b>Adjusted current year debt.</b> Subtract Line 43 from Line 42E.	\$ 11,904,724
45.	<p><b>Current year anticipated collection rate.</b></p> <p><b>A.</b> Enter the current year anticipated collection rate certified by the collector.<sup>30</sup> ..... 100.00 %</p> <p><b>B.</b> Enter the prior year actual collection rate..... 100.00 %</p> <p><b>C.</b> Enter the 2022 actual collection rate. .... 101.00 %</p> <p><b>D.</b> Enter the 2021 actual collection rate. .... 101.00 %</p> <p><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%.<sup>31</sup></p>	100.00 %
46.	<b>Current year debt adjusted for collections.</b> Divide Line 44 by Line 45E.	\$ 11,904,724
47.	<b>Current year total taxable value.</b> Enter the amount on Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 10,886,435,385
48.	<b>Current year debt rate.</b> Divide Line 46 by Line 47 and multiply by \$100.	\$ 0.109353 /\$100
49.	<b>Current year voter-approval tax rate.</b> Add Lines 41 and 48.	\$ 0.260050 /\$100
D49.	<p><b>Disaster Line 49 (D49): Current year voter-approval tax rate for taxing unit affected by disaster declaration.</b> Complete this line if the taxing unit calculated the voter-approval tax rate in the manner provided for a special taxing unit on Line D41. Add Line D41 and 48.</p>	\$ 0.000000 /\$100

<sup>27</sup> Tex. Tax Code §26.042(a)  
<sup>28</sup> Tex. Tax Code §26.012(7)  
<sup>29</sup> Tex. Tax Code §26.012(10) and 26.04(b)  
<sup>30</sup> Tex. Tax Code §26.04(b)  
<sup>31</sup> Tex. Tax Code §§26.04(h), (h-1) and (h-2)

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
50.	<b>COUNTIES ONLY.</b> Add together the voter-approval tax rates for each type of tax the county levies. The total is the current year county voter-approval tax rate.	0.000000 \$ _____ /\$100

**SECTION 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
51.	<b>Taxable Sales.</b> For taxing units that adopted the sales tax in November of the prior tax year or May of the current tax year, enter the Comptroller's estimate of taxable sales for the previous four quarters. <sup>32</sup> Estimates of taxable sales may be obtained through the Comptroller's Allocation Historical Summary webpage. Taxing units that adopted the sales tax before November of the prior year, enter 0.	0 \$ _____
52.	<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. <sup>33</sup> <b>Taxing units that adopted the sales tax in November of the prior tax year or in May of the current tax year.</b> Multiply the amount on Line 51 by the sales tax rate (.01, .005 or .0025, as applicable) and multiply the result by .95. <sup>34</sup> <b>- or -</b> <b>Taxing units that adopted the sales tax before November of the prior year.</b> Enter the sales tax revenue for the previous four quarters. Do not multiply by .95.	0 \$ _____
53.	<b>Current year total taxable value.</b> Enter the amount from Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	10,886,435,385 \$ _____
54.	<b>Sales tax adjustment rate.</b> Divide Line 52 by Line 53 and multiply by \$100.	0.000000 \$ _____ /\$100
55.	<b>Current year NNR tax rate, unadjusted for sales tax.</b> <sup>35</sup> Enter the rate from Line 26 or 27, as applicable, on the <i>No-New-Revenue Tax Rate Worksheet</i> .	0.241165 \$ _____ /\$100
56.	<b>Current year NNR tax rate, adjusted for sales tax.</b> <b>Taxing units that adopted the sales tax in November the prior tax year or in May of the current tax year.</b> Subtract Line 54 from Line 55. Skip to Line 57 if you adopted the additional sales tax before November of the prior tax year.	0.241165 \$ _____ /\$100
57.	<b>Current year voter-approval tax rate, unadjusted for sales tax.</b> <sup>36</sup> Enter the rate from Line 49, Line D49 (disaster) or Line 50 (counties) as applicable, of the <i>Voter-Approval Tax Rate Worksheet</i> .	0.260050 \$ _____ /\$100
58.	<b>Current year voter-approval tax rate, adjusted for sales tax.</b> Subtract Line 54 from Line 57.	0.260050 \$ _____ /\$100

**SECTION 4: Voter-Approval Tax Rate Adjustment 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.

Line	Voter-Approval Rate Adjustment for Pollution Control Requirements Worksheet	Amount/Rate
59.	<b>Certified expenses from the Texas Commission on Environmental Quality (TCEQ).</b> Enter the amount certified in the determination letter from TCEQ. <sup>37</sup> The taxing unit shall provide its tax assessor-collector with a copy of the letter. <sup>38</sup>	0 \$ _____
60.	<b>Current year total taxable value.</b> Enter the amount from Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	10,886,435,385 \$ _____
61.	<b>Additional rate for pollution control.</b> Divide Line 59 by Line 60 and multiply by \$100.	0.000000 \$ _____ /\$100

<sup>32</sup> Tex. Tax Code §26.041(d)

<sup>33</sup> Tex. Tax Code §26.041(i)

<sup>34</sup> Tex. Tax Code §26.041(d)

<sup>35</sup> Tex. Tax Code §26.04(c)

<sup>36</sup> Tex. Tax Code §26.04(c)

<sup>37</sup> Tex. Tax Code §26.045(d)

<sup>38</sup> Tex. Tax Code §26.045(i)

Line	Voter-Approval Rate Adjustment for Pollution Control Requirements Worksheet	Amount/Rate
62.	<b>Current year voter-approval tax rate, adjusted for pollution control.</b> Add Line 61 to one of the following lines (as applicable): Line 49, Line D49 (disaster), Line 50 (counties) or Line 58 (taxing units with the additional sales tax).	\$ 0.260050 /\$100

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

The unused increment rate is the rate equal to the sum of the prior 3 years Foregone Revenue Amounts divided by the current taxable value.<sup>39</sup> The Foregone Revenue Amount for each year is equal to that year’s adopted tax rate subtracted from that year’s voter-approval tax rate adjusted to remove the unused increment rate multiplied by that year’s current total value.<sup>40</sup> In a year where a taxing unit adopts a rate by applying any portion of the unused increment rate, the portion of the unused increment rate that was used must be backed out of the calculation for that year.

The difference between the adopted tax rate and adjusted voter-approval tax rate is considered zero in the following scenarios:

- a tax year in which a taxing unit affected by a disaster declaration calculates the tax rate under Tax Code Section 26.042;<sup>41</sup>
- a tax year in which the municipality is a defunding municipality, as defined by Tax Code Section 26.0501(a);<sup>42</sup> or
- after Jan. 1, 2022, a tax year in which the comptroller determines that the county implemented a budget reduction or reallocation described by Local Government Code Section 120.002(a) without the required voter approval.<sup>43</sup>

Individual components can be negative, but the overall rate will be the greater of zero or the calculated rate.

This section should only be completed by a taxing unit that does not meet the definition of a special taxing unit.<sup>44</sup>

Line	Unused Increment Rate Worksheet	Amount/Rate
63.	<b>Year 3 Foregone Revenue Amount. Subtract the 2023 unused increment rate and 2023 actual tax rate from the 2023 voter-approval tax rate. Multiply the result by the 2023 current total value</b> A. Voter-approval tax rate (Line 67) ..... B. Unused increment rate (Line 66) ..... C. Subtract B from A ..... D. Adopted Tax Rate ..... E. Subtract D from C ..... F. 2023 Total Taxable Value (Line 60) ..... G. Multiply E by F and divide the results by \$100 .....	\$ 0.265435 /\$100 \$ 0.000000 /\$100 \$ 0.265435 /\$100 \$ 0.250560 /\$100 \$ 0.014875 /\$100 \$ 10,399,712.690 \$ 1,546,957
64.	<b>Year 2 Foregone Revenue Amount. Subtract the 2022 unused increment rate and 2022 actual tax rate from the 2022 voter-approval tax rate. Multiply the result by the 2022 current total value</b> A. Voter-approval tax rate (Line 67) ..... B. Unused increment rate (Line 66) ..... C. Subtract B from A ..... D. Adopted Tax Rate ..... E. Subtract D from C ..... F. 2022 Total Taxable Value (Line 60) ..... G. Multiply E by F and divide the results by \$100 .....	\$ 0.286439 /\$100 \$ 0.000000 /\$100 \$ 0.286439 /\$100 \$ 0.271775 /\$100 \$ 0.014664 /\$100 \$ 10,083,452.982 \$ 1,478,637
65.	<b>Year 1 Foregone Revenue Amount. Subtract the 2021 unused increment rate and 2021 actual tax rate from the 2021 voter-approval tax rate. Multiply the result by the 2021 current total value</b> A. Voter-approval tax rate (Line 67) ..... B. Unused increment rate (Line 66) ..... C. Subtract B from A ..... D. Adopted Tax Rate ..... E. Subtract D from C ..... F. 2021 Total Taxable Value (Line 60) ..... G. Multiply E by F and divide the results by \$100 .....	\$ 0.284638 /\$100 \$ 0.000000 /\$100 \$ 0.284638 /\$100 \$ 0.271811 /\$100 \$ 0.012827 /\$100 \$ 9,964,167.306 \$ 1,278,103
66.	<b>Total Foregone Revenue Amount.</b> Add Lines 63G, 64G and 65G	\$ 4,303,697 /\$100
67.	<b>2024 Unused Increment Rate.</b> Divide Line 66 by Line 21 of the <i>No-New-Revenue Rate Worksheet</i> . Multiply the result by 100	\$ 0.039532 /\$100
68.	<b>Total 2024 voter-approval tax rate, including the unused increment rate.</b> Add Line 67 to one of the following lines (as applicable): Line 49, Line 50 (counties), Line 58 (taxing units with additional sales tax) or Line 62 (taxing units with pollution)	\$ 0.299582 /\$100

<sup>39</sup> Tex. Tax Code §26.013(b)  
<sup>40</sup> Tex. Tax Code §26.013(a)(1-a), (1-b), and (2)  
<sup>41</sup> Tex. Tax Code §§26.04(c)(2)(A) and 26.042(a)  
<sup>42</sup> Tex. Tax Code §§26.0501(a) and (c)  
<sup>43</sup> Tex. Local Gov't Code §120.007(d)  
<sup>44</sup> Tex. Local Gov't Code §120.007(d)



**SECTION 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.<sup>44</sup> 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.<sup>45</sup>

Line	De Minimis Rate Worksheet	Amount/Rate
69.	<b>Adjusted current year NNR M&amp;O tax rate.</b> Enter the rate from Line 39 of the <i>Voter-Approval Tax Rate Worksheet</i> .	0.145601
70.	<b>Current year total taxable value.</b> Enter the amount on Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 10,886,435,385
71.	<b>Rate necessary to impose \$500,000 in taxes.</b> Divide \$500,000 by Line 70 and multiply by \$100.	\$ 0.004592 /\$100
72.	<b>Current year debt rate.</b> Enter the rate from Line 48 of the <i>Voter-Approval Tax Rate Worksheet</i> .	\$ 0.109353 /\$100
73.	<b>De minimis rate.</b> Add Lines 69, 71 and 72.	\$ 0.259546 /\$100

**SECTION 7: Voter-Approval Tax Rate Adjustment for Emergency Revenue Rate**

In the tax year after the end of the disaster calculation time period detailed in Tax Code Section 26.042(a), a taxing unit that calculated its voter-approval tax rate in the manner provided for a special taxing unit due to a disaster must calculate its emergency revenue rate and reduce its voter-approval tax rate for that year.<sup>48</sup>

Similarly, if a taxing unit adopted a tax rate that exceeded its voter-approval tax rate, calculated normally, without holding an election to respond to a disaster, as allowed by Tax Code Section 26.042(d), in the prior year, it must also reduce its voter-approval tax rate for the current tax year.<sup>49</sup>

This section will apply to a taxing unit other than a special taxing unit that:

- directed the designated officer or employee to calculate the voter-approval tax rate of the taxing unit in the manner provided for a special taxing unit in the prior year; and
- the current year is the first tax year in which the total taxable value of property taxable by the taxing unit as shown on the appraisal roll for the taxing unit submitted by the assessor for the taxing unit to the governing body exceeds the total taxable value of property taxable by the taxing unit on January 1 of the tax year in which the disaster occurred or the disaster occurred four years ago. This section will apply to a taxing unit in a disaster area that adopted a tax rate greater than its voter-approval tax rate without holding an election in the prior year.

Note: This section does not apply if a taxing unit is continuing to calculate its voter-approval tax rate in the manner provided for a special taxing unit because it is still within the disaster calculation time period detailed in Tax Code Section 26.042(a) because it has not met the conditions in Tax Code Section 26.042(a)(1) or (2).

Line	Emergency Revenue Rate Worksheet	Amount/Rate
74.	<b>2023 adopted tax rate.</b> Enter the rate in Line 4 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 0.250560 /\$100
75.	<b>Adjusted 2023 voter-approval tax rate.</b> Use the taxing unit’s Tax Rate Calculation Worksheets from the prior year(s) to complete this line. If a disaster occurred in 2023 and the taxing unit calculated its 2023 voter-approval tax rate using a multiplier of 1.08 on Disaster Line 41 (D41) of the 2023 worksheet due to a disaster, complete the applicable sections or lines of <i>Form 50-856-a, Adjusted Voter-Approval Tax Rate for Taxing Units in Disaster Area Calculation Worksheet</i> . - or - If a disaster occurred prior to 2023 for which the taxing unit continued to calculate its voter-approval tax rate using a multiplier of 1.08 on Disaster Line 41 (D41) in 2023, complete form 50-856-a, <i>Adjusted Voter-Approval Tax Rate for Taxing Units in Disaster Area Calculation Worksheet</i> to recalculate the voter-approval tax rate the taxing unit would have calculated in 2023 if it had generated revenue based on an adopted tax rate using a multiplier of 1.035 in the years following the disaster. <sup>50</sup> Enter the final adjusted 2023 voter-approval tax rate from the worksheet. - or - If the taxing unit adopted a tax rate above the 2023 voter-approval tax rate without calculating a disaster tax rate or holding an election due to a disaster, no recalculation is necessary. Enter the voter-approval tax rate from the prior year’s worksheet.	\$ 0.000000 /\$100
76.	<b>Increase in 2023 tax rate due to disaster.</b> Subtract Line 75 from Line 74.	\$ 0.000000 /\$100
77.	<b>Adjusted 2023 taxable value.</b> Enter the amount in Line 14 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 10,281,296,336
78.	<b>Emergency revenue.</b> Multiply Line 76 by Line 77 and divide by \$100.	\$ 0
79.	<b>Adjusted 2023 taxable value.</b> Enter the amount in Line 25 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 10,831,492,535
80.	<b>Emergency revenue rate.</b> Divide Line 78 by Line 79 and multiply by \$100. <sup>51</sup>	\$ 0.000000 /\$100

<sup>44</sup> Tex. Tax Code §26.04(c)(2)(B)  
<sup>45</sup> Tex. Tax Code §26.012(8-a)  
<sup>47</sup> Tex. Tax Code §26.063(a)(1)  
<sup>48</sup> Tex. Tax Code §26.042(b)  
<sup>49</sup> Tex. Tax Code §26.042(f)  
<sup>50</sup> Tex. Tax Code §26.42(c)  
<sup>51</sup> Tex. Tax Code §26.42(b)



Line	Emergency Revenue Rate Worksheet	Amount/Rate
81.	<b>Current year voter-approval tax rate, adjusted for emergency revenue.</b> Subtract Line 80 from one of the following lines (as applicable): Line 49, Line D49 (disaster), Line 50 (counties), Line 58 (taxing units with the additional sales tax), Line 62 (taxing units with pollution control) or Line 68 (taxing units with the unused increment rate).	\$ <u>0.299582</u> /\$100

**SECTION 8: Total Tax Rate**

Indicate the applicable total tax rates as calculated above.

- No-new-revenue tax rate.** ..... \$ 0.241165 /\$100  
 As applicable, enter the current year NNR tax rate from: Line 26, Line 27 (counties), or Line 56 (adjusted for sales tax).  
 Indicate the line number used: 26
- Voter-approval tax rate.** ..... \$ 0.299582 /\$100  
 As applicable, enter the current year voter-approval tax rate from: Line 49, Line D49 (disaster), Line 50 (counties), Line 58 (adjusted for sales tax), Line 62 (adjusted for pollution control), Line 68 (adjusted for unused increment), or Line 81 (adjusted for emergency revenue).  
 Indicate the line number used: 68
- De minimis rate.** ..... \$ 0.259546 /\$100  
 If applicable, enter the current year de minimis rate from Line 73.

**SECTION 9: Taxing Unit Representative Name and Signature**

Enter the name of the person preparing the tax rate as authorized by the governing body of the taxing unit. By signing below, you certify that you are the designated officer or employee of the taxing unit and have accurately calculated the tax rates using values that are the same as the values shown in the taxing unit’s certified appraisal roll or certified estimate of taxable value, in accordance with requirements in the Tax Code.<sup>52</sup>

**print here** ▶ Colette Ballinger  
 Printed Name of Taxing Unit Representative

**sign here** ▶ Colette Ballinger  
 Taxing Unit Representative

August 5, 2021  
 Date

<sup>52</sup> Tex. Tax Code §§26.04(c-2) and (d-2)

## 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.

**Annual Comprehensive Financial Report (ACFR)** – This report summarizes financial data for the previous fiscal year in a standardized format.

**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 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.

**Contingency** – A budgetary reserve set aside for unforeseen events occurring during the fiscal year. Also known as a reserve account.

**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.

**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.

**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.

**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.

**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.

**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



**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.

ORDINANCE NO. 2024-077

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, 2024 AND ENDING SEPTEMBER 30, 2025; 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 2024-2025 (FY 2025) 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 FY2024-2025 budget for the different funds of the City of Grapevine are hereby fixed as follows:

100	General Fund	\$ 88,581,632
115	Convention & Visitors Bureau Fund	27,510,823
215	Convention & Leisure Incentives Fund	5,009,419
116	Stormwater Drainage Fund	2,182,679
117	Crime Control & Prevention District Fund	24,229,388
119	Lake Parks Special Revenue Fund	3,401,294
120	4-B / Trinity Metro Fund	15,937,500
124	Economic Development Fund	5,654,215
130	Debt Service Fund	17,069,600
200	Utility Enterprise Fund	39,850,115
210	Golf Enterprise Fund	7,139,400
174	Permanent Capital Maintenance Fund	4,899,450

Section 3. That the City Council hereby adopts the revised budget for the fiscal year ending September 30, 2024 and the proposed Annual Operating Budget for the fiscal year ending September 30, 2025 and appropriates the funds contained therein.

Section 4. That a copy of the official adopted FY2024-2025 budget document shall be kept on file in the office of the City Secretary and the City of Grapevine website.

Section 5. That the City Manager be and is hereby authorized to make intra and inter-departmental fund transfers during the fiscal year as becomes necessary in order to avoid over-expenditure of a particular object code.

Section 6. That the City Manager is authorized to approve expenditures up to \$15,000. Any expenditure over the \$15,000 limit requires the approval of the City Council.

Section 7. That the City Manager is authorized to reclassify personnel positions within city service as warranted.

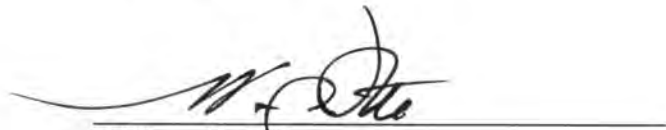
Section 8. That the City Manager, and/or Assistant City Manager and/or Chief Financial Officer and/or designated investment officer are authorized to invest any funds not needed for current use, whether operating funds or bond funds in Official City Depositories, in any investment instrument authorized by the City's Investment Policy and Investment Strategy and allowed by the Texas Public Funds Investment Act.

Section 9. That the reserve requirement for the Golf Enterprise Fund is suspended for FY2024 and FY2025.

Section 10. That the fact that the fiscal year begins on October 1, 2024 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 17th day of September, 2024.

APPROVED:



William D. Tate  
Mayor

ATTEST:

*Suzanne Le*

~~Fara Brooks~~ *Suzanne Le*

Asst. to the City Secretary



APPROVED AS TO FORM:

*MA C.G. Boyle*

Matthew C.G. Boyle  
City Attorney



ORDINANCE NO. 2024-078

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GRAPEVINE, TEXAS, SETTING THE ANNUAL TAX RATE FOR TAX YEAR 2024 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 2024 - 2025 (FY 2025), in compliance with appropriate state laws and the Charter of the City of Grapevine; and,

WHEREAS, a public hearing was held on the FY 2025 budget and all interested parties were given an opportunity to be heard for or against any item contained therein; and,

WHEREAS, an ad valorem tax rate of \$0.241165 per \$100 valuation has been considered for tax year 2024; 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 Chapter 211 of the Local Government Code; and

WHEREAS, the City Council deems the adoption of this ordinance to be in the best interests of the health, safety, and welfare of the public.

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

Section 1. That all matters stated hereinabove are found to be true and correct and are incorporated herein by reference as if copied in their entirety.

Section 2. That a tax rate is hereby levied upon all taxable property in the City of Grapevine, Texas for tax year 2024 at a rate of twenty-four eleven and sixty-five hundreds cents (\$0.241165) per one hundred dollars (\$100.00) valuation.

Section 3. That there shall be and there is hereby levied the following taxes on each one hundred dollars (\$100.00) valuation on all taxable property within the City of Grapevine, Texas, to be assessed and collected by the Tax Assessor/Collector and collected for tax year 2024, and said taxes are to be assessed and collected for the purposes and in the amounts hereinafter stipulated, to-wit:

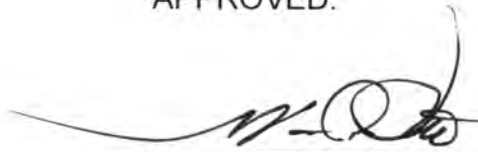
- A. For the General Fund, a tax rate of \$0.131812 per \$100 is levied.
- B. For Debt Service, a tax rate of \$0.109353 per \$100 is levied.

Section 4. That taxes levied by this ordinance shall be due and payable on the first day of October 2024 and if unpaid shall become delinquent on the first day of February 2025. 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 2024. The City of Grapevine is hereby authorized to adopt any and all legal remedies provided by the Texas Property Tax Code for the purpose of collecting delinquent taxes.

Section 5. That the fact that the fiscal year begins on October 1, 2024 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.

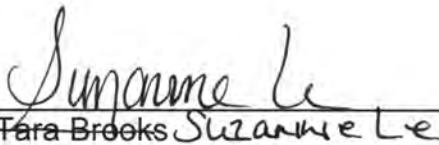
PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF GRAPEVINE, TEXAS, on this the 17th day of September, 2024.

APPROVED:



William D. Tate  
Mayor

ATTEST:



~~Tara Brooks~~ Suzanne Le  
Asst to the City Secretary



APPROVED AS TO FORM:



Matthew C.G. Boyle  
City Attorney



RESOLUTION NO. 2024-012

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GRAPEVINE, TEXAS, APPROVING THE TAX ROLLS FOR TAX YEAR 2024 ON PROPERTY WITHIN THE CITY; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, on or by July 25, 2024, the Chief Appraisers of the Tarrant, Dallas and Denton Appraisal Districts approved and provided to the Grapevine City Council the Tax Rolls for 2024 with a total appraised value of \$19,276,319,944 and having a net taxable value of \$12,303,212,111; 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 2024 for the City of Grapevine, Texas be and hereby approved in the amount of \$19,276,319,944 for total appraised value.

Section 3. That the certified net taxable value (total appraised value less exemptions) of \$12,303,212,111 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 \$193,063,602 has been assigned to this property while a minimum value of \$726,649,433 in properties not on the rolls has also been assigned for tax rate calculation purposes.

Section 5. That the certified values also include a taxable value of \$1,108,762,078 associated with over 65/disabled properties for which the City implemented a tax freeze on the amounts paid by those qualifying properties

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

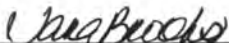
PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF GRAPEVINE, TEXAS on this the 6th day of August, 2024.

APPROVED:




William D. Tate  
Mayor

ATTEST:

  
Tara Brooks  
City Secretary



APPROVED AS TO FORM:

  
Matthew C. G. Boyle  
City Attorney



GRAPEVINE 4B ECONOMIC DEVELOPMENT CORPORATION

RESOLUTION NO. 4B 2024-01

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, 2024 AND ENDING SEPTEMBER 30, 2025; 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, 2025.

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 2025.

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

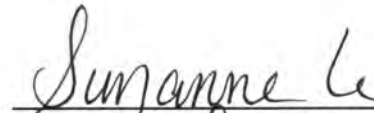
PASSED AND APPROVED BY THE GRAPEVINE 4B ECONOMIC DEVELOPMENT CORPORATION BOARD OF DIRECTORS OF THE CITY OF GRAPEVINE, TEXAS on this the 17th day of September, 2024.

APPROVED:



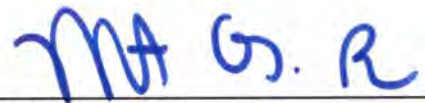
William D. Tate  
President

ATTEST:

  
~~Fara Brooks~~ SUZANNE Le  
Asst. to the City Secretary



APPROVED AS TO FORM:

  
Matthew C.G. Boyle  
City Attorney



CITY OF GRAPEVINE  
CRIME CONTROL AND PREVENTION DISTRICT

RESOLUTION NO. CCPD 2024-01

A RESOLUTION OF THE BOARD OF THE CITY OF GRAPEVINE CRIME CONTROL AND PREVENTION DISTRICT BOARD ADOPTING AND PROPOSING A BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2024 AND ENDING SEPTEMBER 30, 2025; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, pursuant to Chapter 363 of the Texas Local Government Code (the "Code") the City of Grapevine created City of Grapevine Crime Control and Prevention District ("CGCCPD") through an election held on November 7, 2006; and

WHEREAS, the CGCCPD was reauthorized for an additional fifteen (15) year period through an election held on May 14, 2011; and

WHEREAS, Chapter 363.201(a) provides that the Board of Directors for the CGCCPD ("Board") shall establish the fiscal year for the CGCCPD and the CGCCPD shall operate on the basis of that year; and

WHEREAS, the fiscal year for the CGCCPD coincides with the fiscal year of the City of Grapevine, Texas, being October 1 to September 30 of each calendar year; and

WHEREAS, the Board finds that all the requirements of Chapter 363 of the Code have been met; and

WHEREAS, the Board has reviewed the proposed FY 2025 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 2025 budget for the CGCCPD, in accordance with the terms and conditions set forth in said plan, which is attached hereto as Exhibit "A".

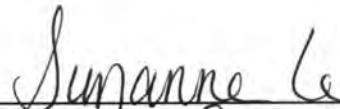
Section 3. That this resolution shall take effect immediately upon passage by the Board of Directors of the City of Grapevine Crime Control and Prevention District.  
PASSED AND APPROVED BY THE BOARD OF THE CITY OF GRAPEVINE CRIME CONTROL AND PREVENTION DISTRICT on this the 17th day of September, 2024.

APPROVED:




William D. Tate  
Presiding Officer

ATTEST:

  
~~Fara Brooks~~ SUZANNE LE  
Asst. to the City Secretary



APPROVED AS TO FORM:

  
Matthew C.G. Boyle  
City Attorney

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**BOND DEBT SERVICE**

**City of Grapevine, Texas  
Aggregate General Obligation Debt Outstanding  
As of October 1, 2024**

<b>Period Ending</b>	<b>Principal</b>	<b>Coupon</b>	<b>Interest</b>	<b>Debt Service</b>
09/30/2025	12,660,000	** %	5,239,146.54	17,899,146.54
09/30/2026	13,230,000	** %	4,723,430.01	17,953,430.01
09/30/2027	11,010,000	** %	4,299,586.26	15,309,586.26
09/30/2028	11,250,000	** %	3,951,807.51	15,201,807.51
09/30/2029	11,525,000	** %	3,600,000.01	15,125,000.01
09/30/2030	11,400,000	** %	3,257,836.26	14,657,836.26
09/30/2031	11,565,000	** %	2,929,567.51	14,494,567.51
09/30/2032	11,935,000	** %	2,603,252.51	14,538,252.51
09/30/2033	12,265,000	** %	2,262,710.64	14,527,710.64
09/30/2034	7,635,000	** %	1,943,481.27	9,578,481.27
09/30/2035	7,900,000	** %	1,659,478.14	9,559,478.14
09/30/2036	6,980,000	** %	1,391,343.76	8,371,343.76
09/30/2037	7,235,000	** %	1,132,159.38	8,367,159.38
09/30/2038	6,895,000	** %	871,562.50	7,766,562.50
09/30/2039	4,685,000	** %	652,625.00	5,337,625.00
09/30/2040	3,310,000	** %	502,350.00	3,812,350.00
09/30/2041	3,435,000	** %	380,250.00	3,815,250.00
09/30/2042	2,900,000	4.000%	260,000.00	3,160,000.00
09/30/2043	2,475,000	4.000%	152,500.00	2,627,500.00
09/30/2044	2,575,000	4.000%	51,500.00	2,626,500.00
	<b>162,865,000</b>		<b>41,864,587.30</b>	<b>204,729,587.30</b>

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**BOND DEBT SERVICE**

**City of Grapevine, Texas**  
**Aggregate Outstanding 4B Economic Development Corporation Debt**  
**As of October 1, 2024**

<b>Period Ending</b>	<b>Principal</b>	<b>Coupon</b>	<b>Interest</b>	<b>Debt Service</b>
09/30/2025	985,000	3.125%	413,453.13	1,398,453.13
09/30/2026	1,015,000	3.250%	381,568.75	1,396,568.75
09/30/2027	1,050,000	3.250%	348,012.50	1,398,012.50
09/30/2028	1,085,000	3.500%	311,962.50	1,396,962.50
09/30/2029	1,125,000	3.500%	273,287.50	1,398,287.50
09/30/2030	1,170,000	4.000%	230,200.00	1,400,200.00
09/30/2031	1,220,000	4.000%	182,400.00	1,402,400.00
09/30/2032	1,265,000	4.000%	132,700.00	1,397,700.00
09/30/2033	1,315,000	4.000%	81,100.00	1,396,100.00
09/30/2034	1,370,000	4.000%	27,400.00	1,397,400.00
	<b>11,600,000</b>		<b>2,382,084.38</b>	<b>13,982,084.38</b>

**BOND DEBT SERVICE**

**Grapevine, Texas**  
**\$34,545,000 Combination Tax and Revenue Certificates of Obligation, Series 2024**

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service
02/15/2025	950,000	5.000%	902,322.78	1,852,322.78	
08/15/2025			780,300.00	780,300.00	
09/30/2025					2,632,622.78
02/15/2026	1,095,000	5.000%	780,300.00	1,875,300.00	
08/15/2026			752,925.00	752,925.00	
09/30/2026					2,628,225.00
02/15/2027	1,155,000	5.000%	752,925.00	1,907,925.00	
08/15/2027			724,050.00	724,050.00	
09/30/2027					2,631,975.00
02/15/2028	1,210,000	5.000%	724,050.00	1,934,050.00	
08/15/2028			693,800.00	693,800.00	
09/30/2028					2,627,850.00
02/15/2029	1,275,000	5.000%	693,800.00	1,968,800.00	
08/15/2029			661,925.00	661,925.00	
09/30/2029					2,630,725.00
02/15/2030	1,340,000	5.000%	661,925.00	2,001,925.00	
08/15/2030			628,425.00	628,425.00	
09/30/2030					2,630,350.00
02/15/2031	1,410,000	5.000%	628,425.00	2,038,425.00	
08/15/2031			593,175.00	593,175.00	
09/30/2031					2,631,600.00
02/15/2032	1,485,000	5.000%	593,175.00	2,078,175.00	
08/15/2032			556,050.00	556,050.00	
09/30/2032					2,634,225.00
02/15/2033	1,555,000	5.000%	556,050.00	2,111,050.00	
08/15/2033			517,175.00	517,175.00	
09/30/2033					2,628,225.00
02/15/2034	1,635,000	5.000%	517,175.00	2,152,175.00	
08/15/2034			476,300.00	476,300.00	
09/30/2034					2,628,475.00
02/15/2035	1,720,000	5.000%	476,300.00	2,196,300.00	
08/15/2035			433,300.00	433,300.00	
09/30/2035					2,629,600.00
02/15/2036	1,805,000	5.000%	433,300.00	2,238,300.00	
08/15/2036			388,175.00	388,175.00	
09/30/2036					2,626,475.00
02/15/2037	1,900,000	5.000%	388,175.00	2,288,175.00	
08/15/2037			340,675.00	340,675.00	
09/30/2037					2,628,850.00
02/15/2038	2,000,000	5.000%	340,675.00	2,340,675.00	
08/15/2038			290,675.00	290,675.00	
09/30/2038					2,631,350.00
02/15/2039	2,095,000	5.000%	290,675.00	2,385,675.00	
08/15/2039			238,300.00	238,300.00	
09/30/2039					2,623,975.00
02/15/2040	2,195,000	4.000%	238,300.00	2,433,300.00	
08/15/2040			194,400.00	194,400.00	
09/30/2040					2,627,700.00
02/15/2041	2,290,000	4.000%	194,400.00	2,484,400.00	
08/15/2041			148,600.00	148,600.00	
09/30/2041					2,633,000.00
02/15/2042	2,380,000	4.000%	148,600.00	2,528,600.00	
08/15/2042			101,000.00	101,000.00	
09/30/2042					2,629,600.00
02/15/2043	2,475,000	4.000%	101,000.00	2,576,000.00	
08/15/2043			51,500.00	51,500.00	
09/30/2043					2,627,500.00
02/15/2044	2,575,000	4.000%	51,500.00	2,626,500.00	
09/30/2044					2,626,500.00
	<b>34,545,000</b>		<b>18,043,822.78</b>	<b>52,588,822.78</b>	<b>52,588,822.78</b>

**BOND DEBT SERVICE**

**Grapevine, Texas**  
**\$13,510,000 Combination Tax and Revenue Certificates of Obligation, Series 2022**

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service
02/15/2025	780,000	4.000%	260,300	1,040,300	
08/15/2025			244,700	244,700	
09/30/2025					1,285,000
02/15/2026	815,000	4.000%	244,700	1,059,700	
08/15/2026			228,400	228,400	
09/30/2026					1,288,100
02/15/2027	845,000	4.000%	228,400	1,073,400	
08/15/2027			211,500	211,500	
09/30/2027					1,284,900
02/15/2028	880,000	4.000%	211,500	1,091,500	
08/15/2028			193,900	193,900	
09/30/2028					1,285,400
02/15/2029	790,000	4.000%	193,900	983,900	
08/15/2029			178,100	178,100	
09/30/2029					1,162,000
02/15/2030	825,000	4.000%	178,100	1,003,100	
08/15/2030			161,600	161,600	
09/30/2030					1,164,700
02/15/2031	855,000	4.000%	161,600	1,016,600	
08/15/2031			144,500	144,500	
09/30/2031					1,161,100
02/15/2032	895,000	4.000%	144,500	1,039,500	
08/15/2032			126,600	126,600	
09/30/2032					1,166,100
02/15/2033	940,000	5.000%	126,600	1,066,600	
08/15/2033			103,100	103,100	
09/30/2033					1,169,700
02/15/2034	840,000	5.000%	103,100	943,100	
08/15/2034			82,100	82,100	
09/30/2034					1,025,200
02/15/2035	875,000	4.000%	82,100	957,100	
08/15/2035			64,600	64,600	
09/30/2035					1,021,700
02/15/2036	405,000	4.000%	64,600	469,600	
08/15/2036			56,500	56,500	
09/30/2036					526,100
02/15/2037	425,000	4.000%	56,500	481,500	
08/15/2037			48,000	48,000	
09/30/2037					529,500
02/15/2038	440,000	4.000%	48,000	488,000	
08/15/2038			39,200	39,200	
09/30/2038					527,200
02/15/2039	460,000	4.000%	39,200	499,200	
08/15/2039			30,000	30,000	
09/30/2039					529,200
02/15/2040	480,000	4.000%	30,000	510,000	
08/15/2040			20,400	20,400	
09/30/2040					530,400
02/15/2041	500,000	4.000%	20,400	520,400	
08/15/2041			10,400	10,400	
09/30/2041					530,800
02/15/2042	520,000	4.000%	10,400	530,400	
09/30/2042					530,400
	<b>12,570,000</b>		<b>4,147,500</b>	<b>16,717,500</b>	<b>16,717,500</b>



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**BOND DEBT SERVICE**

**Grapevine, Texas**  
**\$44,945,000 General Obligation Refunding Bonds, Taxable Series 2021**

<b>Period Ending</b>	<b>Principal</b>	<b>Coupon</b>	<b>Interest</b>	<b>Debt Service</b>	<b>Annual Debt Service</b>
02/15/2025	4,045,000	2.000%	273,946.25	4,318,946.25	
08/15/2025			233,496.25	233,496.25	
09/30/2025					4,552,442.50
02/15/2026	4,145,000	1.250%	233,496.25	4,378,496.25	
08/15/2026			207,590.00	207,590.00	
09/30/2026					4,586,086.25
02/15/2027	4,230,000	1.000%	207,590.00	4,437,590.00	
08/15/2027			186,440.00	186,440.00	
09/30/2027					4,624,030.00
02/15/2028	4,315,000	1.050%	186,440.00	4,501,440.00	
08/15/2028			163,786.25	163,786.25	
09/30/2028					4,665,226.25
02/15/2029	4,410,000	1.200%	163,786.25	4,573,786.25	
08/15/2029			137,326.25	137,326.25	
09/30/2029					4,711,112.50
02/15/2030	4,505,000	1.400%	137,326.25	4,642,326.25	
08/15/2030			105,791.25	105,791.25	
09/30/2030					4,748,117.50
02/15/2031	4,615,000	1.450%	105,791.25	4,720,791.25	
08/15/2031			72,332.50	72,332.50	
09/30/2031					4,793,123.75
02/15/2032	4,705,000	1.500%	72,332.50	4,777,332.50	
08/15/2032			37,045.00	37,045.00	
09/30/2032					4,814,377.50
02/15/2033	4,780,000	1.550%	37,045.00	4,817,045.00	
09/30/2033					4,817,045.00
	<b>39,750,000</b>		<b>2,561,561.25</b>	<b>42,311,561.25</b>	<b>42,311,561.25</b>

**BOND DEBT SERVICE**

**Grapevine, Texas**

**\$10,220,000 Combination Tax and Revenue Certificates of Obligation, Series 2021**

<b>Period Ending</b>	<b>Principal</b>	<b>Coupon</b>	<b>Interest</b>	<b>Debt Service</b>	<b>Annual Debt Service</b>
02/15/2025	405,000	4.000%	128,325	533,325	
08/15/2025			120,225	120,225	
09/30/2025					653,550
02/15/2026	420,000	4.000%	120,225	540,225	
08/15/2026			111,825	111,825	
09/30/2026					652,050
02/15/2027	435,000	4.000%	111,825	546,825	
08/15/2027			103,125	103,125	
09/30/2027					649,950
02/15/2028	455,000	4.000%	103,125	558,125	
08/15/2028			94,025	94,025	
09/30/2028					652,150
02/15/2029	475,000	4.000%	94,025	569,025	
08/15/2029			84,525	84,525	
09/30/2029					653,550
02/15/2030	495,000	4.000%	84,525	579,525	
08/15/2030			74,625	74,625	
09/30/2030					654,150
02/15/2031	510,000	3.000%	74,625	584,625	
08/15/2031			66,975	66,975	
09/30/2031					651,600
02/15/2032	525,000	3.000%	66,975	591,975	
08/15/2032			59,100	59,100	
09/30/2032					651,075
02/15/2033	540,000	3.000%	59,100	599,100	
08/15/2033			51,000	51,000	
09/30/2033					650,100
02/15/2034	560,000	3.000%	51,000	611,000	
08/15/2034			42,600	42,600	
09/30/2034					653,600
02/15/2035	570,000	2.000%	42,600	612,600	
08/15/2035			36,900	36,900	
09/30/2035					649,500
02/15/2036	585,000	2.000%	36,900	621,900	
08/15/2036			31,050	31,050	
09/30/2036					652,950
02/15/2037	595,000	2.000%	31,050	626,050	
08/15/2037			25,100	25,100	
09/30/2037					651,150
02/15/2038	610,000	2.000%	25,100	635,100	
08/15/2038			19,000	19,000	
09/30/2038					654,100
02/15/2039	620,000	2.000%	19,000	639,000	
08/15/2039			12,800	12,800	
09/30/2039					651,800
02/15/2040	635,000	2.000%	12,800	647,800	
08/15/2040			6,450	6,450	
09/30/2040					654,250
02/15/2041	645,000	2.000%	6,450	651,450	
09/30/2041					651,450
	<b>9,080,000</b>		<b>2,006,975</b>	<b>11,086,975</b>	<b>11,086,975</b>

**BOND DEBT SERVICE**

**Grapevine, Texas**

**\$28,860,000 General Obligation Refunding and Improvement Bonds, Series 2019**

<b>Period Ending</b>	<b>Principal</b>	<b>Coupon</b>	<b>Interest</b>	<b>Debt Service</b>	<b>Annual Debt Service</b>
02/15/2025	1,445,000	4.000%	370,400	1,815,400	
08/15/2025			341,500	341,500	
09/30/2025					2,156,900
02/15/2026	1,515,000	4.000%	341,500	1,856,500	
08/15/2026			311,200	311,200	
09/30/2026					2,167,700
02/15/2027	1,570,000	4.000%	311,200	1,881,200	
08/15/2027			279,800	279,800	
09/30/2027					2,161,000
02/15/2028	1,640,000	4.000%	279,800	1,919,800	
08/15/2028			247,000	247,000	
09/30/2028					2,166,800
02/15/2029	1,705,000	4.000%	247,000	1,952,000	
08/15/2029			212,900	212,900	
09/30/2029					2,164,900
02/15/2030	1,250,000	4.000%	212,900	1,462,900	
08/15/2030			187,900	187,900	
09/30/2030					1,650,800
02/15/2031	1,190,000	4.000%	187,900	1,377,900	
08/15/2031			164,100	164,100	
09/30/2031					1,542,000
02/15/2032	1,230,000	3.000%	164,100	1,394,100	
08/15/2032			145,650	145,650	
09/30/2032					1,539,750
02/15/2033	1,265,000	3.000%	145,650	1,410,650	
08/15/2033			126,675	126,675	
09/30/2033					1,537,325
02/15/2034	1,305,000	3.000%	126,675	1,431,675	
08/15/2034			107,100	107,100	
09/30/2034					1,538,775
02/15/2035	1,345,000	3.000%	107,100	1,452,100	
08/15/2035			86,925	86,925	
09/30/2035					1,539,025
02/15/2036	1,385,000	3.000%	86,925	1,471,925	
08/15/2036			66,150	66,150	
09/30/2036					1,538,075
02/15/2037	1,430,000	3.000%	66,150	1,496,150	
08/15/2037			44,700	44,700	
09/30/2037					1,540,850
02/15/2038	1,470,000	3.000%	44,700	1,514,700	
08/15/2038			22,650	22,650	
09/30/2038					1,537,350
02/15/2039	1,510,000	3.000%	22,650	1,532,650	
09/30/2039					1,532,650
	<b>21,255,000</b>		<b>5,058,900</b>	<b>26,313,900</b>	<b>26,313,900</b>

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**BOND DEBT SERVICE****Grapevine, Texas****\$32,310,000 Combination Tax and Revenue Certificates of Obligation, Series 2018**

<b>Period Ending</b>	<b>Principal</b>	<b>Coupon</b>	<b>Interest</b>	<b>Debt Service</b>	<b>Annual Debt Service</b>
02/15/2025	1,460,000	5.000%	497,400.00	1,957,400.00	
08/15/2025			460,900.00	460,900.00	
09/30/2025					2,418,300.00
02/15/2026	1,535,000	5.000%	460,900.00	1,995,900.00	
08/15/2026			422,525.00	422,525.00	
09/30/2026					2,418,425.00
02/15/2027	1,610,000	5.000%	422,525.00	2,032,525.00	
08/15/2027			382,275.00	382,275.00	
09/30/2027					2,414,800.00
02/15/2028	1,695,000	5.000%	382,275.00	2,077,275.00	
08/15/2028			339,900.00	339,900.00	
09/30/2028					2,417,175.00
02/15/2029	1,775,000	4.000%	339,900.00	2,114,900.00	
08/15/2029			304,400.00	304,400.00	
09/30/2029					2,419,300.00
02/15/2030	1,840,000	3.000%	304,400.00	2,144,400.00	
08/15/2030			276,800.00	276,800.00	
09/30/2030					2,421,200.00
02/15/2031	1,890,000	3.000%	276,800.00	2,166,800.00	
08/15/2031			248,450.00	248,450.00	
09/30/2031					2,415,250.00
02/15/2032	1,950,000	3.125%	248,450.00	2,198,450.00	
08/15/2032			217,981.25	217,981.25	
09/30/2032					2,416,431.25
02/15/2033	2,010,000	3.125%	217,981.25	2,227,981.25	
08/15/2033			186,575.00	186,575.00	
09/30/2033					2,414,556.25
02/15/2034	2,080,000	3.250%	186,575.00	2,266,575.00	
08/15/2034			152,775.00	152,775.00	
09/30/2034					2,419,350.00
02/15/2035	2,150,000	3.250%	152,775.00	2,302,775.00	
08/15/2035			117,837.50	117,837.50	
09/30/2035					2,420,612.50
02/15/2036	2,225,000	3.375%	117,837.50	2,342,837.50	
08/15/2036			80,290.63	80,290.63	
09/30/2036					2,423,128.13
02/15/2037	2,295,000	3.375%	80,290.63	2,375,290.63	
08/15/2037			41,562.50	41,562.50	
09/30/2037					2,416,853.13
02/15/2038	2,375,000	3.500%	41,562.50	2,416,562.50	
09/30/2038					2,416,562.50
	26,890,000		6,961,943.76	33,851,943.76	33,851,943.76

**BOND DEBT SERVICE**

**Grapevine, Texas**

**\$9,535,000 Combination Tax and Revenue Certificates of Obligation, Series 2017**

<b>Period Ending</b>	<b>Principal</b>	<b>Coupon</b>	<b>Interest</b>	<b>Debt Service</b>	<b>Annual Debt Service</b>
02/15/2025	380,000	5.000%	115,596.88	495,596.88	
08/15/2025			106,096.88	106,096.88	
09/30/2025					601,693.76
02/15/2026	405,000	5.000%	106,096.88	511,096.88	
08/15/2026			95,971.88	95,971.88	
09/30/2026					607,068.76
02/15/2027	420,000	5.000%	95,971.88	515,971.88	
08/15/2027			85,471.88	85,471.88	
09/30/2027					601,443.76
02/15/2028	440,000	4.000%	85,471.88	525,471.88	
08/15/2028			76,671.88	76,671.88	
09/30/2028					602,143.76
02/15/2029	460,000	4.000%	76,671.88	536,671.88	
08/15/2029			67,471.88	67,471.88	
09/30/2029					604,143.76
02/15/2030	475,000	3.000%	67,471.88	542,471.88	
08/15/2030			60,346.88	60,346.88	
09/30/2030					602,818.76
02/15/2031	485,000	3.000%	60,346.88	545,346.88	
08/15/2031			53,071.88	53,071.88	
09/30/2031					598,418.76
02/15/2032	505,000	3.000%	53,071.88	558,071.88	
08/15/2032			45,496.88	45,496.88	
09/30/2032					603,568.76
02/15/2033	520,000	3.125%	45,496.88	565,496.88	
08/15/2033			37,371.88	37,371.88	
09/30/2033					602,868.76
02/15/2034	535,000	3.250%	37,371.88	572,371.88	
08/15/2034			28,678.13	28,678.13	
09/30/2034					601,050.01
02/15/2035	555,000	3.250%	28,678.13	583,678.13	
08/15/2035			19,659.38	19,659.38	
09/30/2035					603,337.51
02/15/2036	575,000	3.375%	19,659.38	594,659.38	
08/15/2036			9,956.25	9,956.25	
09/30/2036					604,615.63
02/15/2037	590,000	3.375%	9,956.25	599,956.25	
09/30/2037					599,956.25
	<b>6,345,000</b>		<b>1,488,128.24</b>	<b>7,833,128.24</b>	<b>7,833,128.24</b>

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**BOND DEBT SERVICE**

**Grapevine, Texas**  
**\$1,365,000 General Obligation Refunding Bonds, Series 2017**

<b>Period Ending</b>	<b>Principal</b>	<b>Coupon</b>	<b>Interest</b>	<b>Debt Service</b>	<b>Annual Debt Service</b>
<b>02/15/2025</b>	<b>145,000</b>	<b>3.000%</b>	<b>6,000</b>	<b>151,000</b>	
<b>08/15/2025</b>			<b>3,825</b>	<b>3,825</b>	
<b>09/30/2025</b>					<b>154,825</b>
<b>02/15/2026</b>	<b>150,000</b>	<b>2.000%</b>	<b>3,825</b>	<b>153,825</b>	
<b>08/15/2026</b>			<b>2,325</b>	<b>2,325</b>	
<b>09/30/2026</b>					<b>156,150</b>
<b>02/15/2027</b>	<b>155,000</b>	<b>3.000%</b>	<b>2,325</b>	<b>157,325</b>	
<b>09/30/2027</b>					<b>157,325</b>
	<b>450,000</b>		<b>18,300</b>	<b>468,300</b>	<b>468,300</b>

**BOND DEBT SERVICE**

Grapevine, Texas

**\$11,720,000 Combination Tax and Revenue Certificates of Obligation, Series 2015**

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service
02/15/2025	555,000	3.000%	121,368.75	676,368.75	
08/15/2025			113,043.75	113,043.75	
09/30/2025					789,412.50
02/15/2026	575,000	3.500%	113,043.75	688,043.75	
08/15/2026			102,981.25	102,981.25	
09/30/2026					791,025.00
02/15/2027	590,000	4.000%	102,981.25	692,981.25	
08/15/2027			91,181.25	91,181.25	
09/30/2027					784,162.50
02/15/2028	615,000	4.000%	91,181.25	706,181.25	
08/15/2028			78,881.25	78,881.25	
09/30/2028					785,062.50
02/15/2029	635,000	4.250%	78,881.25	713,881.25	
08/15/2029			65,387.50	65,387.50	
09/30/2029					779,268.75
02/15/2030	670,000	4.500%	65,387.50	735,387.50	
08/15/2030			50,312.50	50,312.50	
09/30/2030					785,700.00
02/15/2031	610,000	3.000%	50,312.50	660,312.50	
08/15/2031			41,162.50	41,162.50	
09/30/2031					701,475.00
02/15/2032	640,000	3.000%	41,162.50	681,162.50	
08/15/2032			31,562.50	31,562.50	
09/30/2032					712,725.00
02/15/2033	655,000	3.125%	31,562.50	686,562.50	
08/15/2033			21,328.13	21,328.13	
09/30/2033					707,890.63
02/15/2034	680,000	3.125%	21,328.13	701,328.13	
08/15/2034			10,703.13	10,703.13	
09/30/2034					712,031.26
02/15/2035	685,000	3.125%	10,703.13	695,703.13	
09/30/2035					695,703.13
	<b>6,910,000</b>		<b>1,334,456.27</b>	<b>8,244,456.27</b>	<b>8,244,456.27</b>

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**BOND DEBT SERVICE**

**Grapevine, Texas**  
**\$14,695,000 General Obligation Refunding Bonds, Series 2015**

<b>Period Ending</b>	<b>Principal</b>	<b>Coupon</b>	<b>Interest</b>	<b>Debt Service</b>	<b>Annual Debt Service</b>
<b>02/15/2025</b>	<b>260,000</b>	<b>3.000%</b>	<b>7,950</b>	<b>267,950</b>	
<b>08/15/2025</b>			<b>4,050</b>	<b>4,050</b>	
<b>09/30/2025</b>					<b>272,000</b>
<b>02/15/2026</b>	<b>270,000</b>	<b>3.000%</b>	<b>4,050</b>	<b>274,050</b>	
<b>09/30/2026</b>					<b>274,050</b>
	<b>530,000</b>		<b>16,050</b>	<b>546,050</b>	<b>546,050</b>



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**BOND DEBT SERVICE**

**Grapevine, Texas**  
**\$3,070,000 Public Property Finance Contractual Obligations, Series 2015**

<b>Period Ending</b>	<b>Principal</b>	<b>Coupon</b>	<b>Interest</b>	<b>Debt Service</b>	<b>Annual Debt Service</b>
<b>02/15/2025</b>	<b>70,000</b>	<b>4.000%</b>	<b>2,900</b>	<b>72,900</b>	
<b>08/15/2025</b>			<b>1,500</b>	<b>1,500</b>	
<b>09/30/2025</b>					<b>74,400</b>
<b>02/15/2026</b>	<b>75,000</b>	<b>4.000%</b>	<b>1,500</b>	<b>76,500</b>	
<b>09/30/2026</b>					<b>76,500</b>
	<b>145,000</b>		<b>5,900</b>	<b>150,900</b>	<b>150,900</b>

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**BOND DEBT SERVICE**

**Grapevine, Texas**  
**\$16,930,000 Sales Tax Revenue Refunding Bonds, Series 2018**

<b>Period Ending</b>	<b>Principal</b>	<b>Coupon</b>	<b>Interest</b>	<b>Debt Service</b>	<b>Annual Debt Service</b>
02/15/2025	985,000	3.125%	214,421.88	1,199,421.88	
08/15/2025			199,031.25	199,031.25	
09/30/2025					1,398,453.13
02/15/2026	1,015,000	3.250%	199,031.25	1,214,031.25	
08/15/2026			182,537.50	182,537.50	
09/30/2026					1,396,568.75
02/15/2027	1,050,000	3.250%	182,537.50	1,232,537.50	
08/15/2027			165,475.00	165,475.00	
09/30/2027					1,398,012.50
02/15/2028	1,085,000	3.500%	165,475.00	1,250,475.00	
08/15/2028			146,487.50	146,487.50	
09/30/2028					1,396,962.50
02/15/2029	1,125,000	3.500%	146,487.50	1,271,487.50	
08/15/2029			126,800.00	126,800.00	
09/30/2029					1,398,287.50
02/15/2030	1,170,000	4.000%	126,800.00	1,296,800.00	
08/15/2030			103,400.00	103,400.00	
09/30/2030					1,400,200.00
02/15/2031	1,220,000	4.000%	103,400.00	1,323,400.00	
08/15/2031			79,000.00	79,000.00	
09/30/2031					1,402,400.00
02/15/2032	1,265,000	4.000%	79,000.00	1,344,000.00	
08/15/2032			53,700.00	53,700.00	
09/30/2032					1,397,700.00
02/15/2033	1,315,000	4.000%	53,700.00	1,368,700.00	
08/15/2033			27,400.00	27,400.00	
09/30/2033					1,396,100.00
02/15/2034	1,370,000	4.000%	27,400.00	1,397,400.00	
09/30/2034					1,397,400.00
	11,600,000		2,382,084.38	13,982,084.38	13,982,084.38