
City of Grapevine, Texas

ANNUAL OPERATING BUDGET

October 1, 2012 to September 30, 2013

AS ADOPTED BY THE CITY COUNCIL





GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Grapevine
Texas**

For the Fiscal Year Beginning

October 1, 2011

Linda C. Davison *Jeffrey R. Emery*

President

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 for its annual budget for the fiscal year beginning October 1, 2011.

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

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

The City of Grapevine has received the Distinguished Budget Presentation Award for twenty-five consecutive years.

CITY OF GRAPEVINE, TEXAS

ELECTED OFFICIALS



The members of the Grapevine City Council pose outside the historic Nash Farmhouse in Grapevine. Members include, from left to right, include: Mike Lease, Place 3; Chris Coy, Place 5; Sharron Spencer, Place 2; Mayor William D. Tate; Roy Stewart, Place 6; Mayor Pro Tem C. Shane Wilbanks, Place 1, and Darlene Freed, Place 4.

The 5.2 acre Nash Farm is located near historic downtown Grapevine. The farmstead, purchased by Thomas Jefferson Nash in 1859, consists of the original house, the original barn and a family cemetery. Nash Farm is owned by the Grapevine Heritage Foundation, a private non-profit entity.

CITY OF GRAPEVINE, TEXAS
ADMINISTRATIVE OFFICIALS

Bruno Rumbelow
City Manager

Jennifer Hibbs
Assistant City Manager

John F. Boyle, Jr.
City Attorney

Jodi Brown
City Secretary

John F. McGrane
Director of Administrative Services

David Florence
Municipal Court Judge

Scott Williams
Director of Development Services

John S. Laster
Director of Public Works

Eddie Salame
Chief of Police

Steve Bass
Fire Chief

Douglas M. Evans
Director of Parks and Recreation

Janis Roberson
Library Director

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

Russell Pulley
Director of Golf

Karen Walker
Controller

Carolyn Van Duzee
*Director of
Human Resources*

Gary W. Livingston
Budget Manager

2012-2013 BOARD AND COMMISSION APPOINTMENTS

Animal Shelter Advisory Board:

Dr. Larry Epperson, Joy Mayo, Bill McClesky, Debra Brantner and Captain Tim Hall

Board of Zoning Adjustments

Ron Cook, Deborah Holt, Richard Adams, Ken White, Robert Rainwater, Sal DeAngelo and George Dalton

Building Board of Appeals

Joe Lipscomb, Russell Kidd, Jerrold Sklar, Howard Hallman, Hal Hardister, Rex Young and Paul Biesiadny

Convention & Visitors Bureau Advisory Board

John Imaizumi, Paul Slechta, Lance Marrin, LuAnn Chapman Gatts, Dennis Roberts, Daniel Weinberger, Joe Szymaszek and Thomas Cherry

Golf Course Advisory Board

Gary Davis, Danny Langley, Dan Driscoll, John Springer, Tom Kormondy, Shelley Ruddick, Louis Capone and Jonathan Wall

Grapevine Heritage Foundation

Melva Stanfield, Patricia Stinson, Dr. Curtis Ratliff, Jacob Miles, Duff O'Dell, Don Vaughn, Rick Lawlis, Balla Wright, Sue Franks and Janet Perkins

Historic Preservation Commission

Burl Gilliam, R. Lee Derr, Sean Shope, Margaret Telford, Ashley Anderson, Ted Ware, Chuck Voelker and Vick Cox

Housing Authority Board of Commissioners

Karen Rice, Randy Bacon, Joetta King, Jane Everett and Doris Waite

Library Board

Janice Cook, Bruce Rider, Susan Peabody, Jason Henderson, Debbie Venable, Fred Sheffler and Lynda Brown

Parks & Recreation Board

Roy Robertson, Larry Francis, Ray Harris, John Dalri, Debra Tridico, Larry Baker, Dave Buhr, Elizabeth Kaufman, Ben Dyer, Becky St. John and Seth Gillitzer

Planning & Zoning Commission

Larry Oliver, Dennis Luers, Herbert Fry, Elaine Martin, Betty "BJ" Wilson, Beth Tiggelaar, Monica Hotelling, Jim Fechter and Gary Martin

Senior Citizens Advisory Board

Carey Miller, Tena Burrell, Dick Guckel, Paul Ernst, Pam Price, Kay Blanding, Joetta King, Francia Arrigan and Dorothy Kritz

Grapevine 4B Economic Development Board

William D. Tate, C. Shane Wilbanks, Sharron Spencer, Darlene Freed, Matt Carnes, Martin Honeycutt and Cory Halliburton

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October 1, 2012

Honorable Mayor and Members of the City Council:

On behalf of the entire City organization, I am pleased to present the City's FY 2013 program of services for the City of Grapevine. While this year proved particularly difficult in examining choices, the adopted budget responds to the Council's priorities and represents our continued commitment to meeting the objectives necessary to achieve the City's goals.

The City has overcome several challenges during the past three fiscal years as overall sales tax receipts posted a modest 3% increase in FY10 and increased by 8% in FY11. Sales tax collections in FY12 increased by \$1 million and represent a 2.3% increase. Hotel occupancy tax receipts increased \$140,000 in FY12, which equates to a 1.2% gain, after increasing 13% the previous year. These results indicate that we are continuing to recovery from the recession of 2008-09. Hotel occupancy taxes are budgeted to increase by 1.5% in FY13, as we remain cautiously optimistic. We are projecting sales tax collections to increase by 1.4% in FY13. We continue to monitor sales tax and hotel occupancy tax collections closely, and will make monthly reports to Council.

Another challenge in FY13 continues to be traffic congestion, as construction continues to progress on the DFW Connector project. The project is 75% complete, with construction expected to be complete in July 2013. A total of 18 bridges have been removed, and 44 bridges have been built. Major progress is expected within the next three months, as the SH 114 to Southbound SH 121 Flyover is scheduled to open by the end of 2012. Construction continues on the SH 26 Widening project from Colleyville border to SH 114, with 80% of paving work complete. Median work, traffic signals and landscaping is underway, with an expected completion of early to mid 2013.

Work will begin in 2013 on the SH 121 "Section 13" project, a \$184 million project which will widen the existing highway from four to ten lanes, including frontage roads. The proposed project will connect an existing 10-lane cross section roadway with a proposed 10-lane cross section roadway. The existing 4-lane roadway will serve as the future northbound travel lanes when completed. The project encompasses the area from Grapevine Mills to Denton Creek, and FM 2499 from north of the SH 121 interchange to the northern city limits.

Grapevine continues to be active in economic development. With advantages such as high median incomes, superior access to major highways, its proximity to DFW Airport, a large existing tourist industry and a stable political climate, the City saw several projects completed in FY12 and others prepare for development in FY13. The City welcomed several new restaurants in 2012, including eatZi's Market & Bakery, Pappadeaux's Seafood Kitchen, Jake's Hamburgers, Grimaldi's Pizzeria, and Jimmy John's Gourmet Sandwiches.



Grapevine Mills mall continues to be a strong economic engine, averaging approximately 20 million visitors a year. Sales at the mall are up 6% over last year, and are expected to improve once road construction in the area is complete. In June the mall announced a \$40 million renovation project to be complete in 12-18 months, with construction taking place at night to not disrupt retail operations. Along with interior renovations, the tenant mix of the mall will be changing, along with the way stores are grouped within the mall. Recent new tenants include Coach Factory Outlet, Under Armour, Flip Flop Shops, and NIKE Factory Store. New stores expected to open by the end of 2012 include Bachrach, Janie & Jack, and Magic Maze's Emporium.

Grapevine also continues to build upon its reputation as a top-notch tourist and recreation destination. The city has been named a World Festival & Event City Award Winner by the International Festival & Events Association (IFEA). Grapevine was presented the award for cities in the "Under 1 Million Population" category.

The new Convention & Visitors Bureau Headquarters was officially dedicated and opened on May 18, 2012. The Grapevine Glockenspiel, featuring the Would-Be Train Robbers, has quickly become one of the city's unique attractions, with people gathering at noon and six each day to see the show.

Construction is slated to begin in early 2013 on the 'Ice House', a new museum that will house the collections of the Grapevine Historical Society. Funding will be provided by the historical Society and the Grapevine CVB to remodel an existing structure to resemble the original Grapevine Ice House.

In 2012, Merlin Entertainment, the 2nd largest visitor attraction company in the world, opened LEGO CITY Forest Ranger Pursuit, a \$1.2 million investment that added 6,000 square feet of space to the LEGOLAND Discovery Center. Planned for completion in 2013 is the dual-flagged Marriott Courtyard/Town Place Suites Hotel, containing 301 guest rooms, a full-service restaurant, and 17,000 square feet of meeting space.

Other development projects slated for completion in 2013 include Baylor Regional Medical Center's \$100.5 million five-story patient tower, which will add 48 beds, nine emergency department rooms and four operating suites. Also included in the expansion project is an \$18 million parking garage. A new 312 multi-family and 36 single-family residential unit was permitted and is currently under construction. Golf Galaxy opened in a remodeled vacant Albertson's building. An In-N-Out Burger restaurant is under construction in the Towers of Grapevine development on William D. Tate Avenue. A 7-11 convenience store is slated for the One Star retail and office development on Main Street.

The City Council has adopted an ordinance calling a bond election to be held on November 6, 2012. Grapevine citizens will be asked to consider two bond propositions totaling \$68.7 million. The first proposition is for the construction of a new 100,000 square foot public safety facility. The new facility will accommodate all police activities and fire administration, Municipal Court and jail operations. The proposed new public safety building would feature an advanced Emergency Operations Center, a state of the art dispatch center, a more sophisticated crime lab and much more. The total cost for the new facility is approximately \$38.6 million.

The second proposition is an expansion of the current Community Activities Center. The expansion will more than double the size of the center to 108,000 square feet. The expansion will include a special wing that will replace the current Senior Activities Center, an indoor Family Aquatics Center, expanded locker rooms and more. The total cost for the proposed expansion is \$30.1 million.

No tax rate increase is anticipated, as the city has refunded debt obligation in the last few years that has increased the debt capacity that can be supported by the current tax rate and taxable assessed valuation. By refunding existing debt at lower interest rates and restructuring repayment schedules, in conjunction with a steady, growing tax base, the city is able to issue up to \$70 million in additional debt without needing to increase property taxes.

FINANCIAL OVERVIEW

The FY13 budget sets forth the City's financial plan for the upcoming fiscal year, and allocates resources accordingly. The total citywide budget, which encompasses both operating and capital improvements funds is \$161,965,544 and represents an increase of \$16.4 million from the previous year's budget. Total authorized positions citywide equal 637.45 full-time equivalents (FTE) and represent an increase of 8.61 FTE from the previous year's budget.

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

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

The City has developed strategic objectives in relation to each of the goals listed above. A review of FY 2012 accomplishments and FY 2013 program highlights for each goal is outlined below.

FY 2012 ACCOMPLISHMENTS:

Goal: Maintain financial stability and strong fiscal management

- License & Permit revenue increased by \$488,000 (47%), led by a \$430,000 increase in building permits.
- Sales tax collections increased by \$1.047 million (2.3%).
- Grapevine Visitor Shuttle fare revenue increased by \$42,000 (44%) while expenditures decreased by \$4,400 (1%).

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- Revenue from Fines & Forfeitures increased by \$136,000 (7%).
 - Golf Course green fees and cart rental revenue increased by \$102,000 (5%).
 - Total Citywide expenditures for utilities decreased by \$292,000 (8%).
 - Water & Wastewater Purchase/Storage/Treatment costs decreased by \$1.2 million (14%).
 - Property & Casualty insurance costs decreased by \$155,000 (12%).
 - Health insurance costs decreased by \$1.5 million (18%).
 - The General, Debt Service, Utility Enterprise, Convention & Visitors and Stormwater Drainage funds ended FY12 with healthy fund balances that meet or exceed their requirement.
 - Total fund balances Citywide increased by \$8.7 million (13%).

Goal: Sustain existing programs at high service levels

- There were no marked impact on service delivery and no reductions in force.
- In departments with staffing vacancies, the utilization of part-time and temporary staff enabled us to maintain existing programs at high service levels, while also decreasing costly overtime expenditures by \$116,000 (7%).
- Cash financing of capital facilities and street maintenance programs were unaffected; cash purchases of vehicles and equipment critical to maintain existing service levels were approved.

Goal: Provide a safe, secure community

- The Fire Prevention division conducted 4,620 fire inspections, held 44 fire prevention programs and installed 521 smoke detectors.
- The Police department conducted 246 crime prevention seminars and saw a reduction in the city's crime rate.
- The Police department purchased a license plate analysis system which has led to the recovery of seven stolen cars and five arrests, as well as one missing person and one runaway being found.
- Constructed 7,820 square feet of sidewalk for safe pedestrian passage.
- Completed 7,291 major work orders for repairs and maintenance of public buildings and facilities.

Goal: Address future transportation needs

- Completed Phase I of the Kimball Road Reconstruction project (SH 114 north to Kirkwood Blvd).
- Continued oversight of the DFW Connector project with several ramps and bridges now open. Completion is scheduled for mid-2013.
- Continued oversight of the SH 26 Reconstruction project. Approximately 80% of all paving work is complete. Full intersection width at SH 26 and Kimball has reopened. Completion date for the entire project is early to mid 2013.

Goal: Continue to enhance tourism development

- Conducted over 120 convention and tourism site visits with a potential economic impact of \$247 million.
- Distributed nearly 38,000 information packets and generated web site traffic of 1.4 million unique visitors.
- Debut of the “Would-Be Train Robbers” attraction at the 28th Annual Main Street Days – A Pizza Experience festival.
- Total hotel occupancy taxable receipts (per State Comptroller) rose \$9.1 million (4.6%) and average RevPAR (revenue per available room) increased by 4.1%.

Goal: Invest in “Quality of Life” capital projects

- Completed the installation of spraygrounds at both Dove and Parr parks.
- Implemented a Bicycle Rack Program in partnership with Baylor Regional Medical Center at Grapevine, Mad Duck Cyclery. The purpose of the program is to encourage cycling, commuting, shopping and short trips in the city.
- Completed construction of ‘High Intensity’ crosswalks on Mustang Drive near the Outreach Center, and on Dove Road at Horseshoe Trail. ‘High intensity’ means that the crosswalks are marked with additional pavement markings, flashing beacons, and a warning sign installed on a mast arm over the roadway to provide ample advance visibility to motorists.
- Completed installation of Phase I of the Emergency Vehicle Signal Preemption project. This project utilizes GPS tracking and short-range radio communications to allow an emergency vehicle to automatically request preemption of one or more downstream traffic signals. The first phase includes installing preemption equipment at 27 of the most critical signalized intersections throughout the City.

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- Completed construction of a new restroom facility at Pickering Park.
 - Installed a fishing pier adjacent to the Farris Boat Ramp near the Scott's Landing Marina.
 - Completed construction of a low water boat ramp at Meadowmere Park that allows boaters access the lake and keeps the revenue coming in for the Lake Parks. The city received a grant from the Texas Parks & Wildlife Department for this project.

FY 2013 HIGHLIGHTS:

Goal: Maintain financial stability and strong fiscal management

- Reduced the Ad Valorem tax rate from \$0.3480 to \$0.345695 per \$100 valuation. This means the owner of a home assessed at \$200,000 will owe City taxes of \$691.39, down from \$696.00 the previous year.
- The FY13 ending fund balance in the General Fund is projected to equal 22.9% of expenditures, and exceeds the 20% policy requirement by \$1.5 million.
- The FY13 ending fund balance in the Convention and Visitors Bureau Fund is projected to equal 23.5% of expenditures, and exceeds the 60-day requirement by \$1.1 million.
- The FY13 ending fund balance in the Debt Service, Stormwater Drainage and Utility Enterprise funds exceed the balance requirement.
- Projected revenues meet or exceed expenditures in the Crime Control & Prevention, Lake Parks, 4B and Lake Enterprise (Golf) funds.
- Proposed for Council consideration in December 2012 is an ordinance approving the issuance of General Obligation Refunding Bonds in the amount of \$8,060,000 which will be used to refund a portion of the current outstanding debt. This measure allows us to capitalize on lower borrowing costs and provides us the opportunity to restructure our debt schedules to accommodate additional debt offerings upon the passage of the bond referendum package in November.
- The FY13 budget includes funding for a new financial analyst position. This position will assist in the oversight of revenue and treasury management by performing cash flow analysis, portfolio analysis, and market trends. The financial analyst will help manage the City's investment program and also long-range capital planning. With an increased emphasis in treasury management and investment analysis, we project a noticeable increase in potential interest income earnings, resulting in additional revenue citywide. This position was identified in the staffing survey.

Goal: Sustain existing programs at high service levels

- Funding is provided for the second year of ‘Grapevine University’, a program which will provide customer service and leadership development training to employees throughout the organization. All employees are required to attend a Business Culture Guiding Values training session in which participants are introduced to the Grapevine method of (1) How We Treat People; (2) How We Lead Our Employees; (3) How We Manage Our Resources; (4) How We Make Decisions; and (5) How We Confront Challenges.
- Funding is provided for the development and implementation of three capstone projects selected by the 2012 Next Generation Leadership (NGL) class. The projects are (1) the creation of a centralized volunteer function to communicate volunteer opportunities to interested parties and coordinate with various city departments; (2) the development of a type of reporting form designed for all departments to use when employees notice maintenance or safety items that need to be addressed; and (3) the development of a citywide internship program.
- Cash funding of Permanent Capital and Street Maintenance programs are budgeted to increase by \$237,500 (9%) over the previous year to allow for inflation and maintain existing service levels.
- Funding of vehicle and equipment replacements increased by \$1.59 million to ensure the high reliability rate of the City’s rolling stock and major equipment.

Goal: Provide a safe, secure community

- The FY13 budget includes funding for two additional police officers to support commercial vehicle enforcement activities along the city’s highways and thoroughfares, and a municipal court warrants clerk to process the additional paperwork.
- The FY13 budget provides funding for Phase II of the Emergency Vehicle Preemption project. The second phase includes 26 additional signals, as well as funding to equip 13 signals that are being reconstructed as part of the DFW Connector and SH 26 Widening projects.

Goal: Address future transportation needs

- The city has worked with TxDOT and the North Central Texas Council of Governments to secure funding for the SH 121 ‘Section 13’ project, which will eliminate an “hour glass” effect by connecting the existing 10-lane Sam Rayburn Tollway and SH 121 frontage roads to the new 10-lane DFW Connector roadway in a consistent lane configuration.
- The City Council will be asked to consider approving an Interlocal Agreement with Tarrant County for the joint funding of the Bass Pro Drive widening project from SH 121 to SH 26. This is a \$6 million project in which Tarrant County will reimburse the City either \$3 million0 of total project costs or 50% of costs, whichever is less.

Goal: Continue to enhance tourism development

- The FY13 budget includes funding for two additional Grapevine Visitor Shuttle buses. The buses will provide the needed coverage for the increasing ridership and demands of tourist and visitors and their needs to explore and enjoy the City of Grapevine.
- The FY13 budget includes funding for a museum coordinator position. With the opening of the Convention & Visitors Bureau headquarters and museum complex, there is a need for someone to coordinate all the museum and gallery spaces, overseeing the various programs and volunteers. This position was identified in the staffing survey.
- The FY13 budget includes funding for a managing director of sales position. This position would oversee operations and programs of the convention sales, tourism sales, train sales, sponsorship sales, facility sales and destination services divisions of the Convention and Visitors Bureau.

Goal: Invest in “Quality of Life” capital projects

- The FY13 budget includes an operating transfer of \$3,000,000 to the Quality of Life fund from the General fund. Since the fund’s inception in 2007, the General fund has provided cash transfers of \$26,121,529.
- Total FY13 budget includes appropriations of \$5,756,750 for twelve projects. Since the fund’s inception in 2007, a total of \$16,733,338 has been spent on Quality of Life projects.
- Major projects for FY13 include Dove Pool and Bathhouse Renovations, Casey’s Clubhouse Renovations, and Dove Park Sports Lighting Improvements.

SUMMARY:

I am confident that this budget proposal continues to lay a firm foundation for a sound financial future. In the last ten years, the city's tax base (net taxable value) has increased by \$1.46 billion, an average annual growth rate of 3.1%. During the same time period, we have lowered the property tax rate from 36.6 cents to 34.5695 cents. Total citywide fund balances have increased by \$40 million.

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

Sincerely,

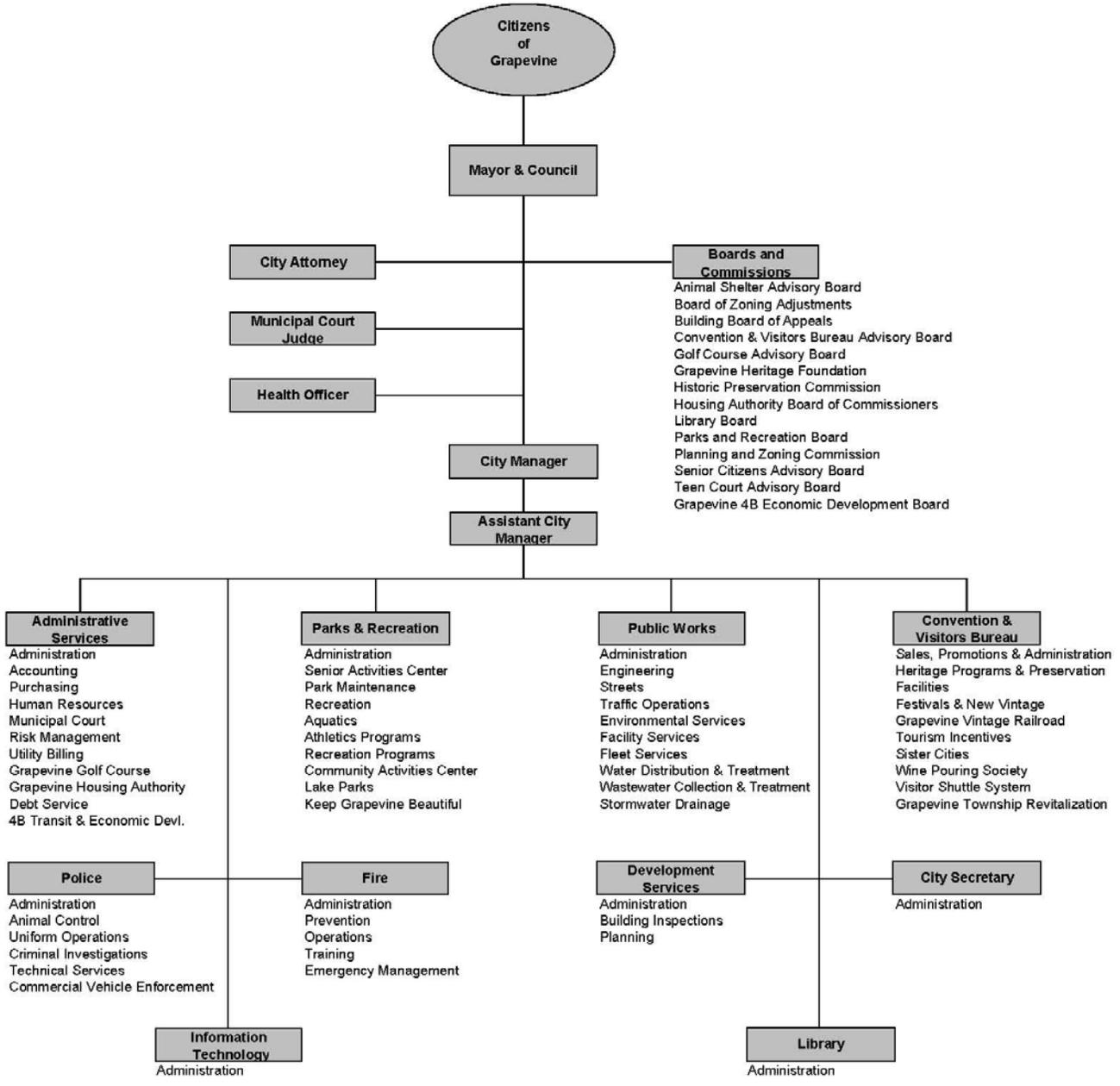


John F. McGrane
Director of Administrative Services



Bruno Rumbelow
City Manager

City of Grapevine Organization Chart



Introduction

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

The City of Grapevine's FY 2013 annual operating budget is the result of many hours of deliberation as well as a response to both internal and external forces that impose fiscal constraints. The mission of the budget office is to produce an accurate and user-friendly document that can be utilized as a resource tool by City staff, citizens of Grapevine, and the community at large.

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

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

The budget also contains sections outlining the program of services for the Capital / Street Maintenance program, and Capital Improvement Plan (CIP) program. The Capital / Street Maintenance program oversees the maintenance and scheduled repair of the City's permanent infrastructure, which includes buildings, parks, roadways, rights-of-way and traffic signals. Funding is provided by a direct transfer from the general fund. The CIP program oversees the acquisition or construction of major capital facilities. CIP projects are primarily funded by the issuance of long-term debt instruments.

The following funds are appropriated and included within this document:

<u>Fund No.</u>	<u>Fund Title</u>
100	General
111	Municipal Court Technology
115/215/216	Convention and Visitors Bureau
116	Stormwater Drainage
117	Crime Control and Prevention
119	Lake Parks
120/122	4B Transit / 4B Economic Development
130	Debt Service
174	Capital / Street Maintenance
200	Utility Enterprise (Water/Sewer)
210	Lake Enterprise (Golf)
121	Quality of Life Capital Improvements
176/177/179	Buildings & Facilities Capital Improvements
178	Streets, Drainage & Traffic Capital Improvements
200	Water & Wastewater Capital Improvements
325	Capital Equipment Acquisition & Replacement

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

The data for each department is organized similarly:

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

Each division section contains statistical and financial data for four fiscal years: the current budget year, the fiscal year recently completed as of September 30, 2012 (both original budget and amended estimate), and actual totals for the fiscal years ended September 30, 2011 and September 30, 2010.

BASIS OF ACCOUNTING / BUDGETING

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

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

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

Governmental Fund Types

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

-
1. General Government Funds - Includes the General, Debt Service, and Capital / Street Maintenance funds. The General fund is the general operating fund of the City. It is used to account for all revenues and expenditures except those required to be accounted for in other funds. Major functions financed by the general fund include Administration, Public Safety and Public Health, Library, Public Facilities, Parks and Recreation, and Planning and Development. The Debt Service fund is used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest and related costs.
 2. Special Revenue Funds - Special Revenue funds are used to account for the proceeds of specific revenue sources, other than expendable trusts or major capital projects. The Convention and Visitors Bureau Fund, Stormwater Drainage Utility Fund, Crime Control and Prevention Fund, Lake Parks Fund and 4B 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.
 3. Capital Projects Funds - The Capital Projects funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary fund types) and have been divided into five categories:
 - Streets, Drainage and Traffic
 - Buildings and Facilities
 - Community Quality of Life
 - Water & Wastewater System Improvements
 - Capital Equipment and Vehicle Replacement

Proprietary Fund Types

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

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

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

THE BUDGET PROCESS

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

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

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

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

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

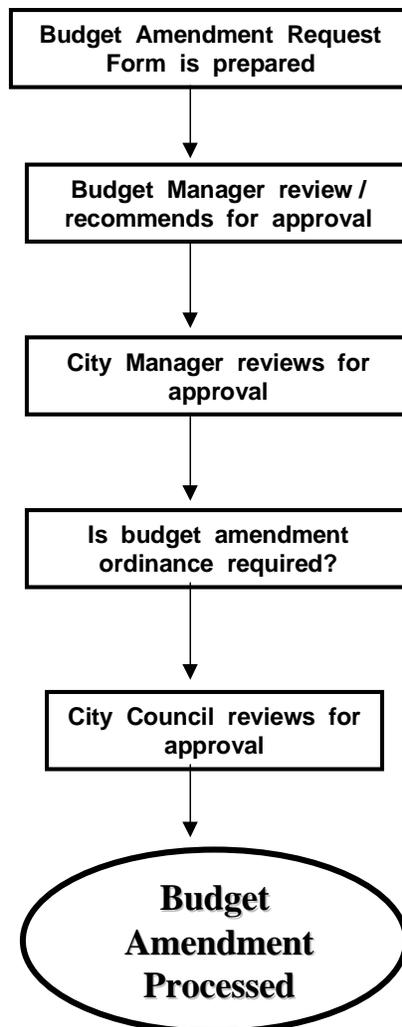
The Budget Preparation Manual, along with all necessary budget materials, is distributed at a budget kickoff meeting in April. The budget kickoff meeting is the venue to announce new procedures and ensure that City staff receives the same interpretation of the instructions.

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

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

BUDGET AMENDMENT PROCESS

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



FY 2012-2013 CITY OF GRAPEVINE BUDGET CALENDAR

May 10	Thursday	Budget Kickoff
June 1	Friday	Submission Deadline
June 4 – June 22		Budget Office Review
June 25	Monday	CMO Budget Briefing
July 9 – July 13	Mon - Fri	Departmental Budget Hearings
July 20	Friday	Major Issues Report distributed to City Council
July 25	Monday	Major Issues Report Review to City Council Receive Certified Tax Roll from TAD
August 1	Wednesday	Operating Budget Submitted to City Council
August 7	Tuesday	City Council Resolution to Accept Certified Tax Roll
August 14	Tuesday	Special City Council Meeting Calling Bond Election and City Council Budget Workshop
August 27	Monday	Notice to Adopt Tax Rate and Budget posted to City's Website
September 4	Tuesday	Crime Control & Prevention District Public Hearing on FY13 Budget
September 4	Tuesday	City Council Public Hearing on FY13 Operating Budget
September 11	Tuesday	4B Economic Development Board FY13 Budget Adoption
September 11	Tuesday	Crime Control & Prevention District Board FY13 Budget Adoption
September 11	Tuesday	City Council Adoption of FY13 Operating Budget and Tax Rate
October 1	Thursday	Fiscal Year 2012-13 begins

THE BUDGET AS A POLICY DOCUMENT

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

Financial Planning Policies

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

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

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

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

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

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

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

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

Investment Policy

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

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

Investments shall be made with the primary objectives of:

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

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

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

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

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

BUDGET CONTINGENCY PLAN

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

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

The Budget Contingency Plan addresses the following operational areas:

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

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

EFFECT OF PLANNING PROCESSES ON THE OPERATING BUDGET

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

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

CITY OF GRAPEVINE, TEXAS
 FY 2012-13 APPROVED OPERATING BUDGET
 SUMMARY OF ALL FUNDS

- Budget At-A-Glance -

REVENUE AND OTHER FINANCING SOURCES:	2009-10 Actual	2010-11 Actual	2011-12 Estimate	2012-13 Approved
Taxes	74,435,546	78,638,675	79,673,772	77,770,701
Licenses, Fees & Permits	7,248,312	7,446,480	7,639,081	7,449,968
Fines and Forfeitures	2,172,033	1,877,699	2,013,922	2,211,030
Charges for Services	36,310,260	39,784,866	40,736,468	40,578,161
Federal /State /Local Funds & Grants	4,517,348	392,763	247,195	83,221
Private Participation	50,000	67,628	67,628	0
Interest Income	416,664	448,741	408,659	929,954
Transfers In	14,601,182	12,751,156	14,582,499	16,510,368
Bond proceeds / other debt issues	8,991,176	500,000	0	2,572,540
Miscellaneous	3,862,218	2,566,338	1,510,598	1,644,001
TOTAL	152,604,740	144,474,346	146,879,822	149,749,944

EXPENDITURES AND OTHER FINANCING USES:	2009-10 Actual	2010-11 Actual	2011-12 Estimate	2012-13 Approved
Personnel	43,566,003	42,896,406	42,851,466	46,416,413
Supplies	7,947,710	7,500,301	8,081,199	8,077,980
Maintenance	1,657,603	1,569,615	1,786,312	1,963,851
Services	35,756,463	37,849,425	39,993,041	40,930,500
Insurance	9,265,925	10,054,061	8,367,294	9,874,770
Debt Service	22,784,074	15,719,866	13,004,173	13,194,904
Transfers Out	14,601,182	12,751,156	14,582,499	16,510,368
Permanent Capital / Street Maint.	2,497,379	2,065,590	3,056,937	2,989,000
Capital Improvement Plan	11,606,373	11,064,390	4,542,844	18,886,212
Capital Equipment Acquisition & Replacement	3,932,779	1,906,750	3,122,070	3,121,556
TOTAL	153,615,491	143,377,561	139,387,835	161,965,554

CITY OF GRAPEVINE, TEXAS
 FY 2012-13 APPROVED OPERATING BUDGET
 SUMMARY OF ALL FUNDS

- Budget At-A-Glance -

EXPENDITURES BY FUND:	2009-10 Actual	2010-11 Actual	2011-12 Estimate	2012-13 Approved
General	53,202,569	52,891,216	52,902,127	56,639,937
Municipal Court Technology	0	619	82,217	39,910
Convention & Visitors Bureau	17,712,064	16,906,724	18,219,484	20,620,973
Stormwater Drainage	1,207,955	1,016,752	1,573,314	2,863,088
Crime Control & Prevention	12,185,253	11,878,360	12,628,001	13,223,004
Lake Parks	1,282,766	1,919,569	1,765,262	1,753,462
4B Transit & Economic Development	7,812,789	8,211,548	9,458,691	8,327,728
Debt Service	19,718,857	12,117,919	10,465,668	10,733,150
Utility Enterprise	19,563,167	20,923,268	19,166,323	22,622,991
Lake Enterprise (Golf)	3,167,216	3,308,608	3,243,587	3,446,099
Capital / Street Maintenance	2,223,325	1,323,210	2,218,247	2,809,000
Streets & Drainage Capital Projects	2,185,737	1,218,645	366,325	3,214,445
Buildings & Facilities Capital Projects	5,880,327	7,097,688	1,363,879	668,817
Traffic Improvement Capital Projects	1,179,093	576,577	15,378	200,000
Community Quality of Life Capital Projects	266,195	192,408	1,720,537	5,756,750
Water and Wastewater Capital Projects	2,095,398	1,887,701	1,076,725	3,855,000
Capital Equipment Acquisition	3,932,779	1,906,750	3,122,070	5,191,190
TOTAL	153,615,491	143,377,561	139,387,835	161,965,544

PERSONNEL BY FUND:	2009-10 Actual	2010-11 Actual	2011-12 Estimate	2012-13 Approved ⁽¹⁾
General	351.16	346.85	346.96	349.46
Special Revenue	0.60	0.60	0.60	0.60 ⁽²⁾
Convention & Visitors Bureau	79.09	75.09	75.09	77.09
Stormwater Drainage	8.00	8.00	8.00	8.00
Crime Control & Prevention	119.43	120.43	119.43	122.43
Lake Parks	1.69	1.69	1.69	2.69
Utility Enterprise	51.54	51.04	51.04	51.04
Lake Enterprise (Golf)	28.64	26.14	26.14	26.14
TOTAL	640.15	629.84	628.95	637.45

⁽¹⁾ In full-time equivalents

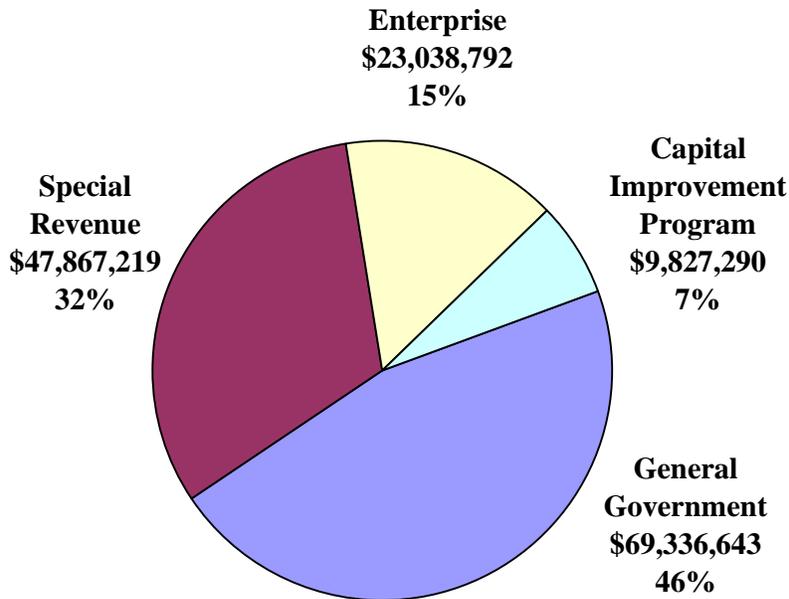
⁽²⁾ Funding for Municipal Court Bailiff (24 hours per week) is provided by Municipal Court Security Fee Revenues, which were collected prior to 2011, but are not a current revenue stream.

CITY OF GRAPEVINE, TEXAS
 FY 2012-13 APPROVED OPERATING BUDGET
 SUMMARY TABLE OF ALL FUNDS

	General Government Funds	Special Revenue Funds	Enterprise Funds	Capital Improvement Program Funds	Total All Funds
REVENUES AND OTHER FINANCING SOURCES:					
Property Taxes	17,006,472				17,006,472
Sales & Use Taxes	24,795,000	23,540,000			48,335,000
Occupancy Taxes		12,429,229			12,429,229
Licenses, Fees & Permits	7,449,968				7,449,968
Fines and Forfeitures	1,916,030	295,000			2,211,030
Charges for Services	8,694,408	9,272,060	22,611,693		40,578,161
Interlocal / Inter-Agency	83,221				83,221
Interest Income	150,000	91,704	72,150	456,100	769,954
Transfers In	8,364,339	1,827,379		6,278,650	16,510,368
Certificates of Obligation				2,572,540	2,572,540
Miscellaneous	877,205	411,847	354,949	520,000	2,164,001
Total Revenues	69,336,643	47,867,219	23,038,792	9,827,290	150,109,944
EXPENDITURES AND OTHER FINANCING USES:					
Personnel	26,190,161	15,831,665	4,394,587		46,416,413
Supplies	2,701,685	4,148,650	1,227,645		8,077,980
Maintenance	790,120	584,390	589,341		1,963,851
Services	8,152,600	11,263,299	13,941,908		33,357,807
Insurance	9,874,770				9,874,770
Debt Service	10,726,150		2,468,754		13,194,904
Transfers Out	8,705,650	6,103,468	1,701,250		16,510,368
Interlocal / Inter-Agency		7,572,693			7,572,693
Engineering / Design				675,000	675,000
Construction				11,001,567	11,001,567
Contingency				554,455	554,455
Furnishings / Equipment				6,655,190	6,655,190
Permanent Capital / Street Maint.	2,809,000	180,000			2,989,000
Capital Outlay	231,951	1,144,000	1,745,605		3,121,556
Total Expenditures	70,182,087	46,828,165	26,069,090	18,886,212	161,965,554

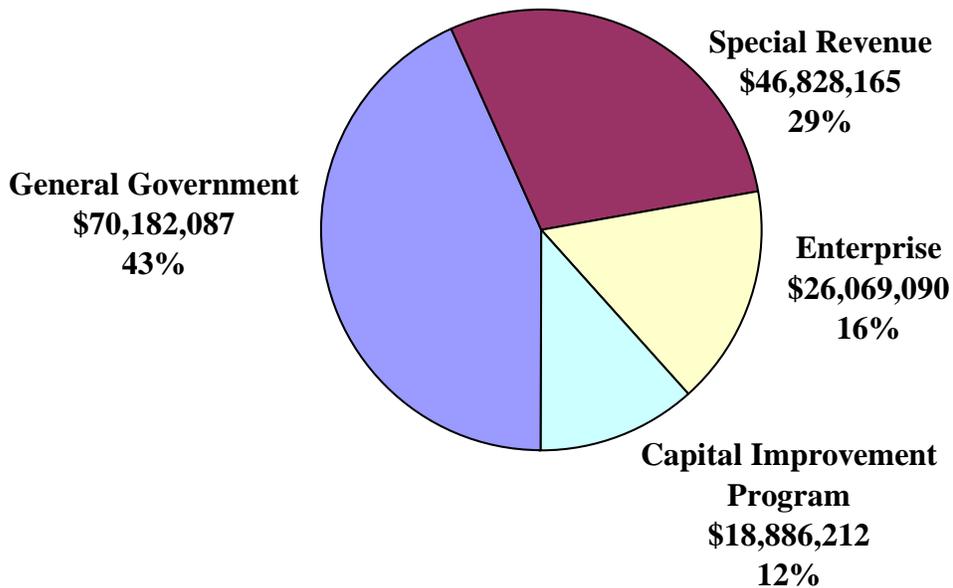
REVENUE FUNDING SOURCES

"Where The Money Comes From"



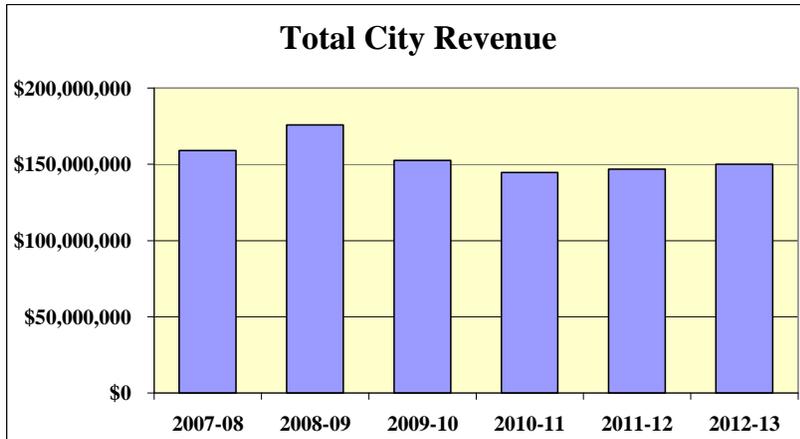
EXPENDITURE FUNDING USES

"Where the Money Goes"



Revenue and Other Financing Sources

Total City revenue (all funding sources) is budgeted at \$149.7 million, an increase of \$4.8 million (3.3%) from the previous year. General Government revenue is projected to increase by \$304,000



(0.4%) over the prior year as permit fees and interest income remain flat and sales & use taxes are projected at a conservative increase of 1.5%. Special Revenue fund segments are projecting revenue increases of \$2 million (4.5%) as occupancy taxes are projected to increase by \$1 million (8.7%) and sales taxes are projected to increase by \$840,000 (3.7%). Capital Improvement Fund revenue is

projected to increase by \$2.8 million as operating transfers for planned equipment replacements are budgeted at \$5,1 million, up from \$3 million the previous year.

Taxes (Ad Valorem, Sales & Use, Mixed Beverage, and Hotel Occupancy) comprise the largest revenue stream at \$77.7 million (52%) and represent an increase of \$606,000 (0.8%) from the prior year. Sales & Use taxes, the largest component, are budgeted at \$48.3 million, of which \$24.8 million is in the General Government sector and \$23.5 million is in the Special Revenue sector.

Charges for Services are the second largest revenue stream at \$40.5 million (27%) and remain virtually unchanged from the previous year. General Government charges are projected to increase 714,000 (9%) while Special Revenue charges are projected to decrease \$57,000. Enterprise Fund charges are projected to decrease by \$57,000 as forecasts call for more rainfall this summer, as compared to the extremely dry summer season of 2012.

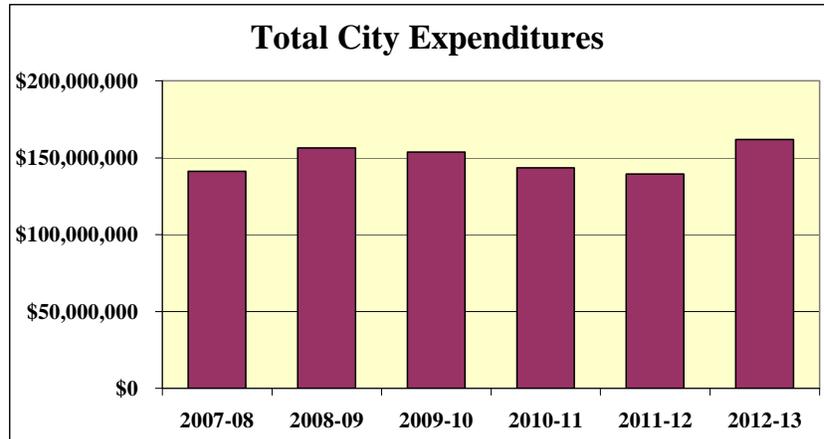
Transfers In are the third largest revenue stream at \$16.5 million (11%) and represent an increase of \$2.2 million from the previous year, due to increases in operating transfers to the Capital Equipment Acquisition fund for replacements of vehicles and capital equipment, and to the CVB Buildings and Facilities capital projects fund & Visitors Fund.

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

Expenditures and Other Financing Uses

The FY 2012-13 adopted budgets for all funds totals \$161.9 million dollars, an increase of \$16.4 million (11%) from the prior year budget. Estimated expenditures for the current year (FY12) total \$139.4 million and represent a decrease of \$4 million (-3%) from FY11.

Personnel costs are the largest expenditure category, totaling \$46.4 million (29%), an increase of \$2.3 million (5.3%) from the previous budget year. Estimated expenditures for FY12 total \$42.8 and represent virtually no change from FY11. The FY13 budget includes funding for 3% merit pay increases for general employees and 5% step increases for public safety employees, both contingent upon successfully passage of their annual evaluation.



Services are the second largest expenditure category, totaling \$40.9 million (25%), an increase of \$10 million from the previous budget year. The primary contributors are rate increases imposed by the Trinity River Authority (TRA) for treated water in Enterprise funds and increased utility costs across the board.

Capital Improvement Plan Expenditures represent the third largest expenditure category, totaling \$18.8 million, and represents an increase of \$6 million from the previous budget year. Major increases are in the Buildings & Facilities, Quality of Life, and Capital Equipment categories. A full detail of approved projects and programmed expenditures are located in the Capital Improvement Program section of this document.

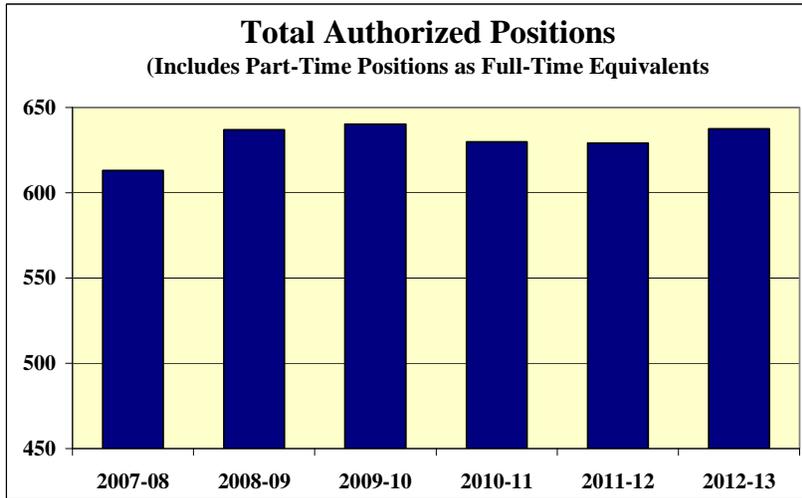
Operating Transfers Out represent the fourth largest expenditure category, totaling \$16.5 million, and represents an increase of \$2.2 million from the previous budget year. The increase is due to increases in operating transfers to the Capital Equipment Acquisition fund for replacements of vehicles and capital equipment, and to the CVB Buildings and Facilities capital projects fund.

Debt Service is the fifth largest expenditure category, totaling \$13.2 million, which is 8% of total expenditures. Budgeted expenditures for FY13 remain virtually unchanged from the previous budget year. Estimated expenditures in FY12 total \$13 million and represent a decrease of \$2.7 million from the previous year.

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

Total Authorized Positions

Authorized positions, including full- and part-time employees, are calculated in terms of full-time equivalents (FTEs). Total authorized positions citywide are budgeted at 637.45, an increase of



8.61 FTE from the previous year's budgeted total of 628.84. Mid-year personnel changes in FY12 increased the FTE count by 0.11, bringing the total at year-end to 628.95.

The City Council has approved 8.5 additional positions in the FY13 budget. The General fund will gain 2.5 FTE, the Convention & Visitors Bureau will gain 2.0 FTE, the Crime Control & Prevention fund will

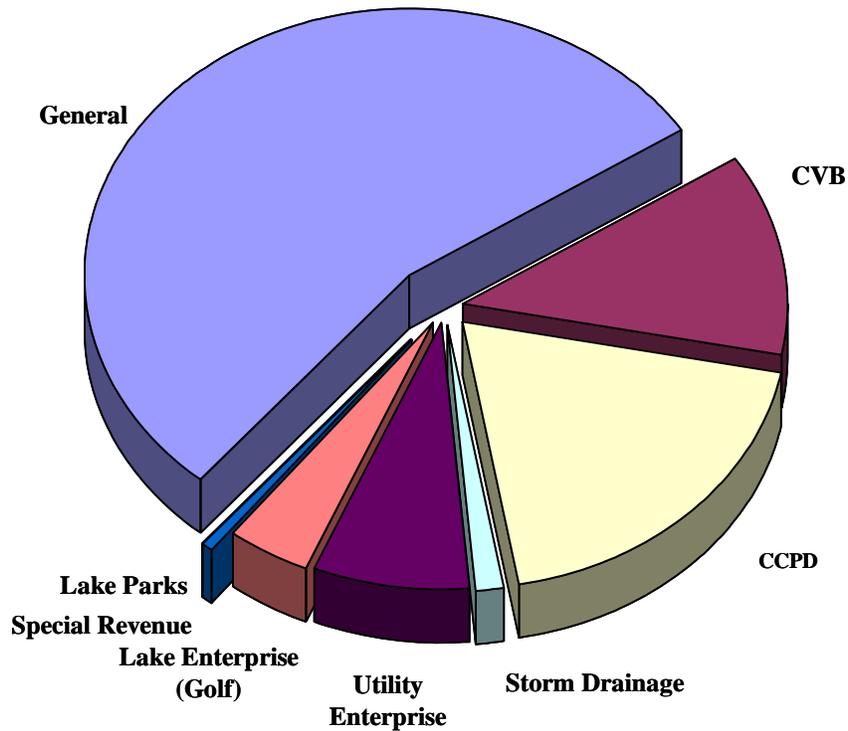
gain 3.0 FTE and the Lake Parks fund will gain 1.0 FTE.

In the General Fund, a Financial Analyst position has been approved in the Administrative Services department. This position will assist in the oversight of revenue and treasury management by performing cash flow analysis, portfolio analysis, and market trends. A Technical Trainer Mechanic position has been approved in the Fleet Services division of Public Works. This position will train mechanics in-house and provide them with the latest in automotive and diesel technology. By having one person serve as the designated fleet mechanic trainer this will eliminate the cost of redundant training for each mechanic and result in cost savings for travel and training. A part-time Recreation Coordinator position has been approved in Parks & Recreation to assist the Volunteer Resource Coordinator in development of KGVB programs, volunteer recruitment, data base entry, and information dissemination.

In the Convention & Visitors Bureau fund, a Museum Coordinator position has been approved. This position will report to the Visitor Information Center manager and coordinate all the museum and gallery spaces, overseeing the various programs and volunteers. This position was identified in the staffing survey. A Managing Director of Sales position has also been approved, which will oversee operations and programs of the convention sales, tourism sales, train sales, sponsorship sales, facility sales and destination services divisions of the Convention and Visitors Bureau.

In the Crime Control & Prevention District fund, two additional police officers have been approved for the traffic unit in support of the Commercial Vehicle Enforcement program. These positions would be full-time CVE Officers. The cost of the two new positions will be paid from revenue generated by the Federal / State CVE program. Also approved is a Municipal Court Warrant Clerk. This position will allow the court to catch up and remain caught up on the issuance of warrants and would be responsible for reissuing warrants that get purged from the system. While administrative oversight will be through the Municipal Court division of the General fund, this position will be fully funded from revenue generated from citations issued for Commercial Vehicle Enforcement.

Total Authorized Positions
Citywide by Fund
FY 2012-13 Approved Budget



General Fund	349.46
Convention & Visitors Fund	77.09
Crime Control & Prevention Fund	122.43
Stormwater Drainage Fund	8.00
Utility Enterprise Fund	51.04
Lake Enterprise (Golf) Fund	26.14
Lake Parks Fund	2.69
Special Revenue	0.60

TOTAL CITYWIDE AUTHORIZED POSITIONS: 637.45

TOTALS BY CLASSIFICATION

Full-Time	550.00
Part-Time	80.45
Elected Officials	7.00
TOTAL	637.45

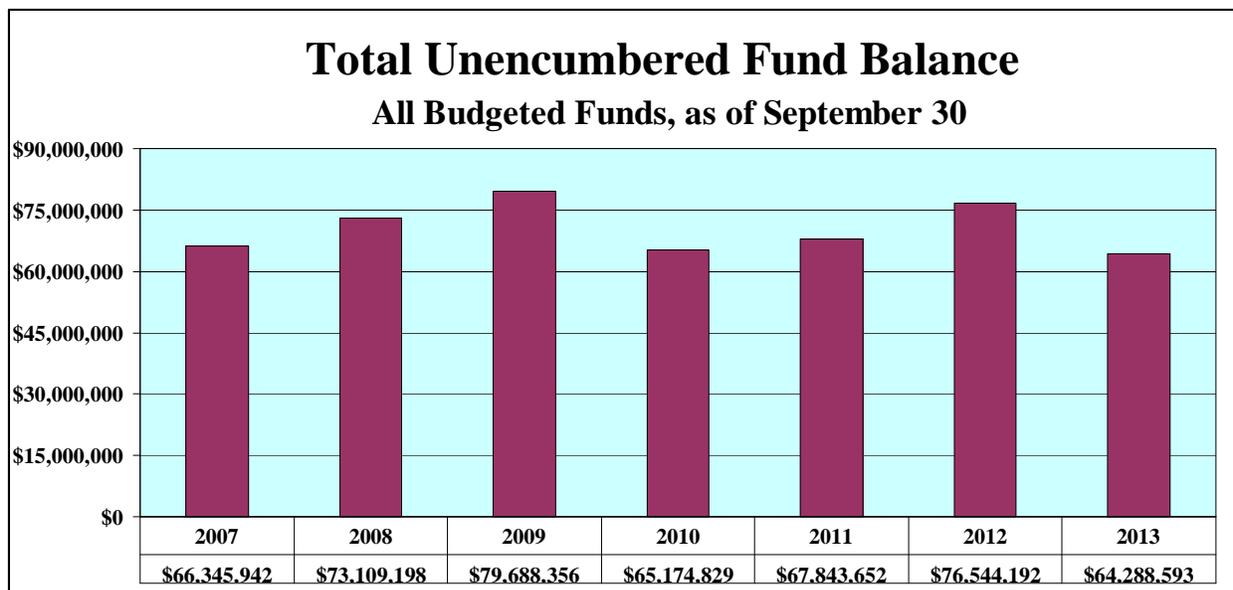
Fund Balances

The total citywide balance of all budgeted funds on October 1 is estimated at \$76.5 million, an increase of \$8.7 million (13%) from the previous year's total of \$67.8 million. The 4B Economic Development fund increased its fund balance by \$3.2 million, an increase of 30%. The Convention & Visitors fund increased its fund balance by \$726,000, an increase of 15%. The Debt Service fund increased its fund balance by \$2.9 million, an increase of 32%. The General fund increased its fund balance by \$2.3 million, an increase of 25%. The Utility Enterprise fund increased its fund balance by \$461,000, an increase of 7%. The Stormwater Drainage fund increased its fund balance by \$183,000 for an increase of 6%.

Fund balances in the capital projects groups decreased by a combined \$2 million. The Buildings & Facilities balance decreased by \$1.3 million as construction at the CVB Headquarters and Museum complex was completed. The Water and Wastewater balance decreased by \$515,000 as projects are being funded by impact fees.

The Golf and Lake Parks funds continue to carry negative balances as they recover from deficits incurred in previous years. During FY12, the Quality of Life CIP fund balance increased by 15%, to an ending balance of \$9.8 million.

The total citywide ending fund balance projected at FY13 year-end is \$64.3 million, a decrease of \$12.3 million. Increases in the balances of the Debt Service, Convention & Visitors, Quality of Life and 4B Economic Development funds are projected to be offset by the drawdown of fund balances in the capital project fund groups.



Note: The totals for years 2007 through 2011 are actual (audited); the total for 2012 is estimated; and the total for year 2013 is projected.

**ESTIMATED FUND BALANCES
FISCAL YEAR 2011-12**

Fund	Actual Beginning Fund Balance 10/1/2011	Estimated Revenues and other Financing Sources 2011-12	Estimated Expenditures and other Financing Uses 2011-12	Estimated Ending Fund Balance 9/30/2012
General	\$9,595,273	\$55,288,559	\$52,902,127	\$11,981,704
Debt Service	\$9,292,112	\$13,425,953	\$10,465,668	\$12,252,396
Convention & Visitors	\$4,615,086	\$18,945,949	\$18,219,484	\$5,341,551
Stormwater Drainage	\$3,007,049	\$1,756,402	\$1,573,314	\$3,190,137
Crime Control & Prevention	\$308,373	\$12,940,750	\$12,628,001	\$621,122
4B Economic Development	\$10,687,723	\$11,667,922	\$8,408,691	\$13,946,954
Utility Enterprise	\$6,453,485	\$19,627,403	\$19,166,323	\$6,914,566
Lake Enterprise (Golf)	(\$2,773,954)	\$3,079,783	\$3,243,587	(\$2,937,758)
Lake Parks	(\$1,121,838)	\$1,928,362	\$1,765,262	(\$958,738)
Municipal Court Technology	\$87,728	\$46,318	\$82,217	\$51,830
Capital / Street Maintenance	\$1,037,199	\$2,656,983	\$2,218,247	\$1,475,935
Streets, Drainage & Traffic CIP	\$8,087,690	\$353,824	\$377,966	\$8,063,548
Buildings & Facilities CIP	\$1,431,586	\$50,070	\$1,367,616	\$114,040
Quality of Life CIP	\$8,542,031	\$3,025,987	\$1,720,537	\$9,847,481
Water & Wastewater CIP	\$4,020,392	\$561,777	\$1,076,725	\$3,505,444
Capital Equipment Acquisition	\$4,573,716	\$1,682,334	\$3,122,070	\$3,133,980
TOTAL	\$67,843,652	\$147,038,376	\$138,337,833	\$76,544,192

**PROJECTED FUND BALANCES
FISCAL YEAR 2012-13**

Fund	Estimated Beginning Fund Balance 10/1/2012	Budgeted Revenues and other Financing Sources 2012-13	Budgeted Expenditures and other Financing Uses 2012-13	Projected Ending Fund Balance 9/30/2013
General	\$11,981,704	\$55,611,493	\$56,639,937	\$10,953,260
Debt Service	\$12,252,396	\$10,911,150	\$10,733,150	\$12,430,396
Convention & Visitors	\$5,341,551	\$19,097,755	\$20,620,973	\$3,818,333
Stormwater Drainage	\$3,190,137	\$1,385,660	\$2,863,088	\$1,712,709
Crime Control & Prevention	\$621,122	\$13,223,004	\$13,223,004	\$621,122
4B Economic Development	\$13,946,954	\$11,928,000	\$8,327,728	\$17,547,226
Utility Enterprise	\$6,914,566	\$19,592,693	\$22,622,991	\$3,884,268
Lake Enterprise (Golf)	(\$2,937,758)	\$3,446,099	\$3,446,099	(\$2,937,758)
Lake Parks	(\$958,738)	\$2,187,500	\$1,753,462	(\$524,700)
Municipal Court Technology	\$51,830	\$45,300	\$39,910	\$57,220
Capital / Street Maintenance	\$1,475,935	\$2,814,000	\$2,809,000	\$1,480,935
Streets, Drainage & Traffic CIP	\$8,063,548	\$19,000	\$3,414,445	\$4,668,103
Buildings & Facilities CIP	\$114,040	\$662,100	\$668,817	\$107,324
Quality of Life CIP	\$9,847,481	\$3,025,000	\$5,756,750	\$7,115,731
Water & Wastewater CIP	\$3,505,444	\$560,000	\$3,855,000	\$210,444
Capital Equipment Acquisition	\$3,133,980	\$5,201,190	\$5,191,190	\$3,143,980
TOTAL	\$76,544,192	\$149,709,944	\$161,965,544	\$64,288,593

Short-term initiatives for the upcoming year

They FY 2012-13 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.

Continued emphasis on long-range financial planning

The FY13 budget contains an updated Long-Range Financial Forecast which identifies key revenue and expenditure drivers while assessing historical financial trends and their potential impact upon the city's financial stability. The Forecast looks out three years into the future, through they FY16 fiscal year. Staff continues to produce a monthly financial report for City Council that monitors and analyzes trends in the General and Utility Enterprise funds. The report serves as a tool to assist in developing a proactive, rather than reactive approach to changing financial trends.

Continue to improve the efficiency and effectiveness of service delivery

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

Funding is also provided for the development and implementation of three capstone projects selected by the 2012 Next Generation Leadership (NGL) class. The projects are (1) the creation of a centralized volunteer function to communicate volunteer opportunities to interested parties and coordinate with various city departments; (2) the development of a type of reporting form designed for all departments to use when employees notice maintenance or safety items that need to be addressed; and (3) the development of a citywide internship program.

Continue to explore new ways to combat spiraling health care costs

Prior to adoption of the FY12 budget, Risk Management performed a comprehensive evaluation of its health and wellness services. Costs were starting to increase to an unsustainable level at 10% per year, and significant employee contribution increases and/or plan design changes were inevitable. Ultimately, the decision was made to partner with United Healthcare (dba UMR) for the 2012 plan year.

Total health insurance claim costs were reduced by 20% in FY12 and represent a savings of \$1.5 million from FY11. The FY13 budget projects claims to increase 7% over the previous year's budget.

In addition, the FY13 budget continues funding for programs geared toward reducing health care cost by developing proactive approaches for assessment and prevention. Funding is continued for a Weight Watchers at Work program; the continuation of the popular Biggest Loser program; and the WELLPOINTS Reward Program which is designed to inspire and reward employees for taking steps to improve and enhance their personal health.

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. FY13 budget projects excess reserves of \$3 million to be transferred to the Quality of Life CIP fund at fiscal year-end. To date, the General fund has made contributions in excess of \$26 million to the fund.

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

As part of a massive targeted plan for the city, the CVB, in conjunction with Grapevine’s Economic Development team, aggressively push leads for new developments that are concentrated in the tourist industry: hospitality, retail, restaurants and entertainment. To help facilitate movement throughout the city, and to draw hotel visitors and other guests to the downtown historic district, the FY13 budget provides funding for the purchase of two additional Grapevine Visitor Shuttle buses. The buses will provide the needed coverage for the increasing ridership and demands of tourist and visitors and their needs to explore and enjoy the City of Grapevine.

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

The FY13 budget provides funding for staff travel and lodging to economic development conferences and trade shows as well as for site visits to business prospects the City seeks to have locate or expand in the City.

Continue to emphasize cash financing of vehicles and capital equipment

The FY13 budget continues to utilize cash for vehicle and capital equipment replacements. This strategy has been successful in reducing the ratio of debt service expenditures to General fund expenditures from 21% in FY09 to 14%. The strategy has also been instrumental in helping staff to identify alternative funding sources, such as unallocated interest earning from previous equipment note debt issues, as well as tapping excess funds allocated for copier replacement.

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

The FY13 ending fund balance is projected to equal 22.9% of expenditures, and exceeds the 20% policy requirement by \$1.5 million.

Debt Management

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

Over the past decade, the City of Grapevine has issued long-term general obligation (GO) debt of \$106.7 million to finance capital improvements, the annual street overlay program, to purchase land, and to refinance existing debt at lower interest rates. The issues are primarily the result of a negotiated sale and are issued in denominations of \$5,000 each. Interest is paid semi-annually on February 15 and August 15.

Outstanding GO Bond Debt Issues	Original Issue Amount	Date Issued	Use of Proceeds
GO Bonds Series 2000	\$7,665,000	03/01/00	Library, Park, Streets, Drainage
GO Bonds Series 2000A	\$7,000,000	11/01/00	Library, Park, Streets, Drainage
GO Ref & Improv Bonds Series 2002	\$10,100,000	03/15/02	Refunding, Streets
GO Ref & Improv Bonds Series 2003	\$15,710,000	01/01/03	Refunding, Streets, Utilities, Drainage, Landscaping, Sidewalks, Land Purchase
GO Ref Bonds Series 2004	\$7,345,000	10/15/04	Refunding
GO Ref Bonds Series 2005	\$11,920,000	06/15/05	Refunding
GO Bonds Series 2006	\$5,245,000	07/15/06	Streets
GO Ref Bonds Series 2006	\$7,015,000	11/15/06	Refunding, 100% Water & Sewer
GO Ref Bonds Series 2009	\$24,280,000	05/21/09	Refunding
GO Ref Bonds Series 2010	\$10,475,000	06/15/10	Refunding, 39% Water & Sewer

During the same period, the City has also issued certificates of obligation (CO) debt of \$43.7 million to finance vehicle and capital equipment replacements, computers, golf carts, land acquisitions, construction of the Palace Arts Center, construction of the CVB Headquarters & Museum Complex, improvements at the Vineyards Campground, and for the purchase of mobile electronic hand-held ticket writers.

The debt has been issued through both negotiated and competitive sales. The notes are issued in denominations of \$5,000 each. Interest is paid semi-annually on February 15 and August 15.

Outstanding CO Debt Issues	Original Issue Amount	Date Issued	Use of Proceeds
Comb Tax & Rev CO Series 2000	\$5,635,000	03/01/00	Communications, Vehicles, Equipment
Comb Tax & Rev CO Series 2000A	\$7,880,000	11/01/00	Drainage, Equipment, Streets, Water, Wastewater, Vehicles, Parking Garage
Comb Tax & Rev CO Series 2001	\$4,385,000	07/15/01	Palace Arts Center
Comb Tax & Rev CO Series 2003	\$3,175,000	01/01/03	Building, Parking, Vehicles, Equipment, Golf Carts, Computers
Comb Tax & Rev CO Series 2005	\$3,225,000	05/01/05	Vehicles, Equipment, Signage
Comb Tax & Rev CO Series 2005A	\$2,380,000	10/15/05	Lake Parks, CVB Property Acquisition
Comb Tax & Rev CO Series 2006	\$3,760,000	07/15/06	Computers, Vehicles, Equipment, Golf Carts, Radio System, Fire Apparatus
Comb Tax & Rev CO Series 2007	\$2,250,000	05/01/07	CVB Expansion
Comb Tax & Rev CO Series 2009	\$8,995,000	05/01/09	Vehicles, CVB Expansion
Comb Tax & Rev CO Series 2009A	\$2,005,000	12/01/09	Mobile electronic citation system, Vineyards Campground improvements
Comb Tax & Rev CO Series 2010	\$500,000	11/02/10	Lake Parks improvements at the Vineyards Campground

The City has also issued tax notes, which are generally short-term debt instruments, in the amount of \$7.6 million for the acquisition of computers and equipment, street renovations, and the demolition of buildings related to the CVB Headquarters expansion project.

Outstanding Tax Note Debt Issues	Original Issue Amount	Date Issued	Use of Proceeds
Tax Notes Series 2007	\$3,360,000	05/01/07	Streets, Drainage, Computers, Equipment
Tax Notes Series 2008	\$4,260,000	12/15/08	Demolition, CVB Expansion

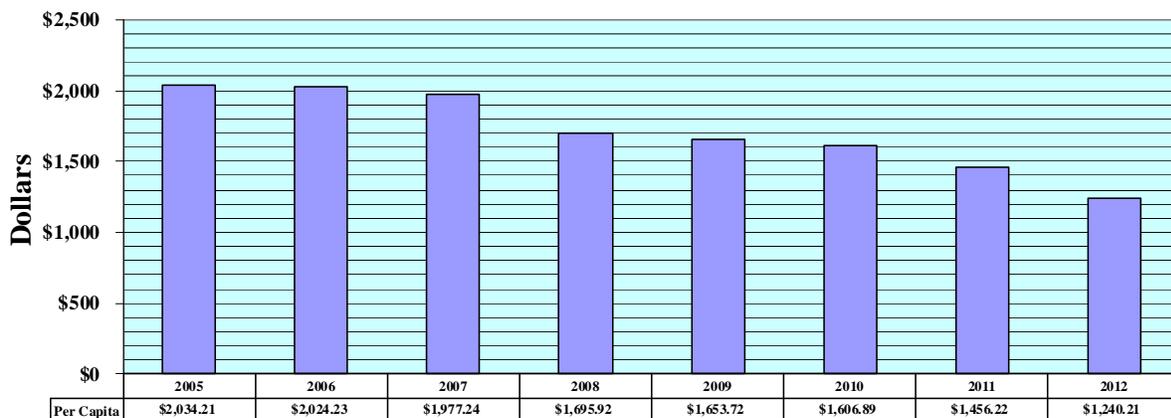
Tax notes, GO bonds and COs all represent tax-supported debt, also called governmental debt. Although the CO issues are a combination of tax and revenue supported debt, in the event of a revenue shortfall the City has pledged its taxing authority as surety. Overall, current outstanding governmental debt is \$94.6 million, of which \$75.5 million is the principal balance. Repayment of this debt is scheduled over a twenty (20) year period and is payable from a general property tax levy.

The City has also issued waterworks and sewer revenue bonds to finance utility infrastructure improvements and expansion of the City's capability to produce, store and treat potable water and its treatment and reclamation of wastewater. Currently, the outstanding debt on these issues is \$16.3 million, of which \$13.7 million is the principal balance. Repayment of this debt is scheduled over a twenty (20) year period and is payable from Utility fund revenues. The outstanding balance on debt issued for reconstruction and expansion of the Grapevine Golf Course is \$3.9 million, of which \$3.2 million represents principal. The debt service for this instrument is paid from Golf fund user fee revenues.

City of Grapevine Long Term Debt Summary	Total Principal	Total Interest	Total Debt
<u>General Obligation Bonds</u>			
2002 GO Rfd & Imp.	645,000	31,162	676,162
2003 GO	3,215,000	902,921	4,117,921
2004 GO	6,975,000	751,300	7,726,300
2005 GO RFD Bond	11,265,000	2,617,535	13,882,535
2006 GO	4,170,000	1,485,664	5,655,664
2009 GO RFD	8,595,000	871,535	9,466,535
2010 Go RFD	5,490,000	1,246,725	6,736,725
Total General Obligation Bonds	40,355,000	7,906,842	48,261,842
<u>Certificates of Obligation</u>			
2001 CO	470,000	33,851	503,851
CO's 2003	335,000	27,296	362,296
CO's 2005	405,000	22,194	427,194
2005 ACO	1,690,000	620,233	2,310,233
2006 CO	625,000	41,582	666,582
2007 CO	1,885,000	686,326	2,571,326
2009 CO	7,785,000	2,962,396	10,747,396
2009 ACO	1,785,000	674,980	2,459,980
2010 CO	409,060	63,540	472,600
Total Certificates of Obligation	15,389,060	5,132,398	20,521,458
<u>Tax Notes and Notes Payable</u>			
2007 Tax Note	970,000	38,800	1,008,800
2008 Tax Note	2,420,000	144,105	2,564,105
Anderson Note Payable	214,735	100,398	315,133
Total Tax and Note Payable	3,604,735	283,303	3,888,038
Total Governmental Debt	59,348,795	13,322,543	72,671,338
<u>Water / Wastewater Bonds</u>			
2002	790,000	64,292	854,292
2006GO RFD	4,765,000	758,353	5,523,353
2009 GO RFD	1,560,000	161,500	1,721,500
2010 GO RFD	3,570,000	630,888	4,200,888
Total Water / Wastewater Bonds	10,685,000	1,615,033	12,300,033
<u>Golf Course Bonds</u>			
2009 GO RFD	2,615,000	444,226	3,059,226
Total Golf Course Bonds	2,615,000	444,226	3,059,226
Total Business Activity Bonds	13,300,000	2,059,259	15,359,259
Total City wide Debt	72,648,795	15,381,802	88,030,597

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 \$1,240.21 and represents a decrease of \$216.02 (-15%) from the previous year's calculation of \$1,456.22. A table of previous years' net direct debt per capita is shown below.

Net Direct Debt Per Capita
General Debt Outstanding Principal Only



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

Year	Net Direct Debt	Population
2000	\$72,015,000	39,190
2001	\$93,720,000	42,443
2002	\$95,344,546	44,390
2003	\$96,539,546	45,524
2004	\$94,245,000	46,188
2005	\$94,965,000	46,684
2006	\$94,531,601	46,700
2007	\$92,535,000	46,800
2008	\$79,538,716	46,900
2009	\$77,725,000	47,000
2010	\$75,596,365	47,045
2011	\$68,589,652	47,101
2012	\$59,348,795	47,854

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 FY12 ratio of net direct debt as a percentage of assessed value is 1.16%.

Year	Net Direct Debt	Net Taxable Value	Ratio
2000	\$72,015,000	\$4,089,979,800	1.76%
2001	\$93,720,000	\$4,372,544,371	2.14%
2002	\$95,344,546	\$4,773,863,018	1.99%
2003	\$96,539,546	\$4,766,361,580	2.02%
2004	\$94,245,000	\$4,894,958,382	1.96%
2005	\$94,965,000	\$5,243,478,637	1.81%
2006	\$94,531,601	\$5,230,966,070	1.81%
2007	\$92,535,000	\$5,815,838,701	1.59%
2008	\$79,538,716	\$5,954,088,371	1.33%
2009	\$77,725,000	\$5,829,604,089	1.33%
2010	\$75,596,365	\$5,864,643,146	1.29%
2011	\$68,589,652	\$5,912,257,208	1.16%
2012	\$59,348,795	\$6,082,785,223	0.98%

Debt Policy

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

Net General Debt Service as Percentage of General Fund Expenditures	FY09 Actual	FY10 Actual	FY11 Actual	FY12 Estimate	FY13 Approved
General Debt Service	32,074,763	19,718,857	12,117,919	10,465,668	10,733,150
Less: Transfer Funding	(21,305,798)	(8,646,278)	(2,304,418)	(2,438,945)	(2,549,678)
Net General Debt Service	10,768,965	11,072,579	9,813,501	8,026,723	8,183,472
General Fund Expenditures	50,621,712	53,202,569	52,891,216	52,902,127	56,639,937
Percentage of General Fund Expenditures	21%	21%	19%	15%	14%

2012 Property Tax Rates in City of Grapevine

This notice concerns the 2012 property tax rates for City of Grapevine. It presents information about three tax rates. Last year's tax rate is the actual tax rate the taxing unit used to determine property taxes last year. This year's *effective* tax rate would impose the same total taxes as last year if you compare properties taxed in both years. This year's *rollback* tax rate is the highest tax rate the taxing unit can set before taxpayers start rollback procedures. In each case these rates are found by dividing the total amount of taxes by the tax base (the total value of taxable property) with adjustments as required by state law. The rates are given per \$100 of property value.

Last year's tax rate:

Last year's operating taxes	\$8,806,582
Last year's debt taxes	\$12,728,430
Last year's total taxes	\$21,535,012
Last year's tax base	\$6,188,221,839
Last year's total tax rate	\$0.348000/\$100

This year's effective tax rate:

Last year's adjusted taxes (after subtracting taxes on lost property)	\$19,779,863
÷ This year's adjusted tax base (after subtracting value of new property)	\$5,721,762,294
=This year's effective tax rate	\$0.345695/\$100

(Maximum rate unless unit publishes notices and holds hearings.)

This year's rollback tax rate:

Last year's adjusted operating taxes (after subtracting taxes on lost property and adjusting for any transferred function, tax increment financing, state criminal justice mandate, and/or enhanced indigent healthcare expenditures)	\$8,793,140
÷ This year's adjusted tax base	\$5,721,762,294
=This year's effective operating rate	\$0.153679/\$100
x 1.08=this year's maximum operating rate	\$0.165973/\$100
+ This year's debt rate	\$0.210021/\$100
= This year's total rollback rate	\$0.375994/\$100

Statement of Increase/Decrease

If City of Grapevine adopts a 2012 tax rate equal to the effective tax rate of \$0.345695 per \$100 of value, taxes would decrease compared to 2011 taxes by \$-1,640,360.

Schedule A - Unencumbered Fund Balance

The following estimated balances will be left in the unit's property tax accounts at the end of the fiscal year. These balances are not encumbered by a corresponding debt obligation.

Type of Property Tax Fund	Balance
General Fund	9,595,273
Debt Service	9,292,113

Schedule B - 2012 Debt Service

The unit plans to pay the following amounts for long-term debts that are secured by property taxes. These amounts will be paid from property tax revenues (or additional sales tax revenues, if applicable).

Description of Debt	Principal or Contract Payment to be Paid from Property Taxes	Interest to be Paid from Property Taxes	Other Amounts to be Paid	Total Payment
2002 General Obligation	315,000	23,243	0	338,243
2003 GO/Refunding	235,000	141,622		376,622
2003 CO	110,000	13,406		123,406
2004GO/Refunding	40,000	268,300		308,300
2005 Equip CO	170,000	12,694		182,694
2005 GO/Refunding	125,000	411,012		536,012
2006 General Obligation	215,000	187,869		402,869
2006 Equip CO	215,000	21,038		236,038
2007 Tax Note	485,000	29,100		514,100
2009 GO Refunding	4,020,000	319,275		4,339,275
2009 CO Equipment	155,000	35,725		190,725
2009 A Comination CO	0	34,916		34,916
2010 GO Refunding	370,000	243,875		613,875
2012 Tax Note Equipment	320,000	24,000		344,000
GCISD Middle School	2,282,948			2,282,948
Payment				
2005 A Obligation to	0	804,378		804,378
CO/TIRZ Ref				
1996 Obligation to	0	917,904		917,904
CO/TIRZ				
Paying Agent Fees	0		8,900	8,900
Total required for 2012 debt service				\$12,555,205
- Amount (if any) paid from Schedule A				\$0
- Amount (if any) paid from other resources				\$468,504
- Excess collections last year				\$0
= Total to be paid from taxes in 2012				\$12,086,701
+ Amount added in anticipation that the unit will collect only 100.00% of its taxes in 2012				\$0
= Total debt levy				\$12,086,701

This notice contains a summary of actual effective and rollback tax rates' calculations. You can inspect a copy of the full calculations at .

Name of person preparing this notice: Colette Franklin, RTA, CSTA
 Title: Tax Assessor-Collector
 Date Prepared: July 26, 2012



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 50th 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

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

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

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 FY13 budget met the objectives.

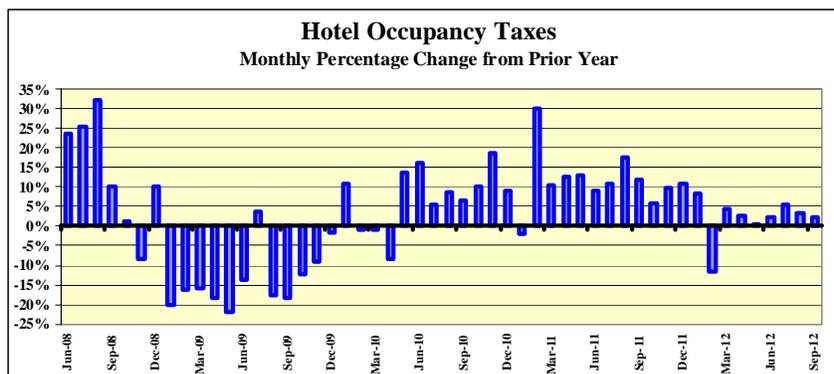
Goal	Result
Sustain existing program service levels	Yes; No reductions in service levels projected
Maintain General Fund balance of at least 20% annually	Yes; FY13 projected ending balance is 22.9%
Maintain competitive employee compensation at the 50 th percentile of the market	Yes; FY13 budget includes 3% merit / 5% step pay increases
Adequate and stable street / facility maintenance funding	Yes; funding has increased a total of 28% since FY09
Cash funding of fleet, capital and technology equipment replacements	Yes; except big-ticket items such as fire pumper truck
Cap debt service at 25% of the General Fund budget	Yes; FY13 ratio is 14%
Use excess reserves to invest in "Quality of Life" capital projects	Yes; Estimated \$3 million investment in FY13

Current Economic Trends Impacting Long-Range Forecasting

Although some economic indicators point toward an upturn in the national economy, many uncertainties still exist within the financial realm. The City's initial forecast, completed two years ago, assumed a relatively stable economy, low unemployment, and moderate growth in both sales and property taxes. However, with an extended lag in retail sales, combined with elevated foreclosure rates and a slowdown in job growth within the DFW Metroplex, the task of long-range planning has become much more important, as well as much more difficult.

Within the last twelve months, sales tax collections citywide increased by \$1 million (2.3%), which followed a \$3.4 million (8%) increase the previous year. Now three years removed from the dramatic \$4.5 million loss in FY09, sales tax are projected to increase at a more moderate pace of 2% annually through the three-year outlook.

Another indicator of an improved local economy is hotel occupancy tax collections. An analysis of data from the state Comptroller website indicates that monthly occupancy tax collections increased in 11 of the 12 months of FY12 when compared with the same corresponding month of the previous year. Collections were down 11.43% in February 2012 when compared to Super Bowl-fueled collections of February 2011. In fact, the average monthly increase in FY12 was 3.7%. The increase in hotel occupancy can be directly related to the increase in sales tax collections.



Another indicator of economic activity associated with hotel occupancy is revenue per available room (Rev PAR). This is a ratio of total occupancy tax collections for the month divided by the total amount of rooms available for rent during the month. This is an unscientific tool, as many hotel properties take blocks of rooms out of service at any given time for maintenance, repair or upgrades. However, for the purposes of this report, it is presumed that all rooms are available for rent at all times.

In FY12, average Rev PAR for the 5,190 rooms available in Grapevine was \$112.96, which represents an increase of \$2.61 (2.4%) over FY11. Now three years removed from the dramatic 18% million drop in FY09, hotel Rev PAR is projected to remain relatively stable through the three-year outlook.

In addition, construction is underway on the Marriott Courtyard/Town Place Suites Hotel, which will add 301 guest rooms to the city's inventory. The project is scheduled for completion in 2013.



The Long-Range Financial Forecast, as presented below, provides a view of the city's fiscal plan for general government operations, debt service obligations and capital maintenance needs for the next three years. The forecast assumes that the current tax rate of \$0.345695 per \$100 valuation either remains constant, or is lowered to the effective rate, if necessary. The forecast does not assume a tax rate increase.

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

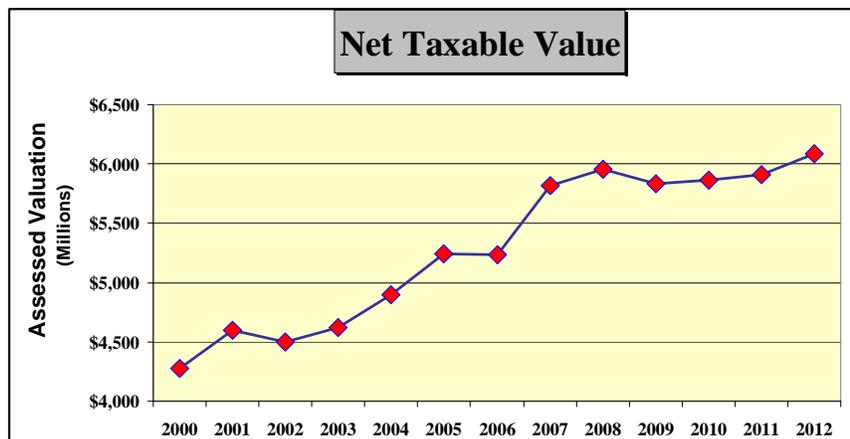
The forecast also projects a stable employment level, with no increase or decrease in authorized full-time equivalent (FTE) levels throughout the three-year forecast period. Annual across-the-board market salary adjustments of 2% are also included in the projection.

GENERAL GOVERNMENT LONG-RANGE FINANCIAL FORECAST

	2010-11 Actual	2011-12 Estimate	2012-13 Approved	2013-14 Projected	2014-15 Projected	2015-16 Projected
REVENUE AND OTHER FUNDING SOURCES						
Taxes	44,108,322	44,504,363	41,801,472	42,314,425	43,584,990	44,286,476
Licenses, Fees & Permits	7,446,480	7,639,081	7,449,968	7,520,000	7,610,000	7,620,000
Fines, Forfeitures & Charges for Services	9,421,529	10,191,089	10,610,438	10,650,000	10,825,000	10,850,000
Interest & Miscellaneous	1,456,811	956,733	1,110,426	1,283,978	1,311,302	1,338,696
Transfers In	7,292,355	8,080,228	8,364,339	8,678,564	8,558,498	8,249,148
TOTAL SOURCES OF FUNDS	69,725,497	71,371,494	69,336,643	70,446,967	71,889,790	72,344,320
EXPENDITURES AND OTHER FUNDING USES						
Personnel	24,433,319	24,436,783	26,190,161	26,713,964	27,248,244	27,997,570
Supplies, Maintenance & Services	10,814,447	11,385,920	11,644,405	11,715,000	11,820,000	11,960,000
Capital / Street Maintenance & Outlays	2,074,888	2,630,040	3,040,951	3,075,000	3,100,000	3,200,000
Insurance	10,054,061	8,367,294	9,874,770	9,450,000	9,550,000	9,900,000
Debt Service	12,110,963	10,453,868	10,726,150	9,963,733	9,214,022	7,613,273
Payments on Future Debt Issues	0	0	0	2,825,000	2,737,500	3,150,000
Transfers Out	6,844,667	8,312,138	8,705,650	8,010,000	7,825,000	8,180,000
TOTAL USES OF FUNDS	66,332,345	65,586,043	70,182,087	71,752,697	71,494,766	72,000,843
NET CHANGE IN FUND BALANCE	3,393,152	5,785,451	(845,444)	(1,305,731)	395,024	343,477
BEGINNING FUND BALANCE	16,531,379	19,924,531	25,709,982	24,864,538	23,558,807	23,953,832
ENDING FUND BALANCE	19,924,531	25,709,982	24,864,538	23,558,807	23,953,832	24,297,309

Key Revenue Drivers and Assumptions

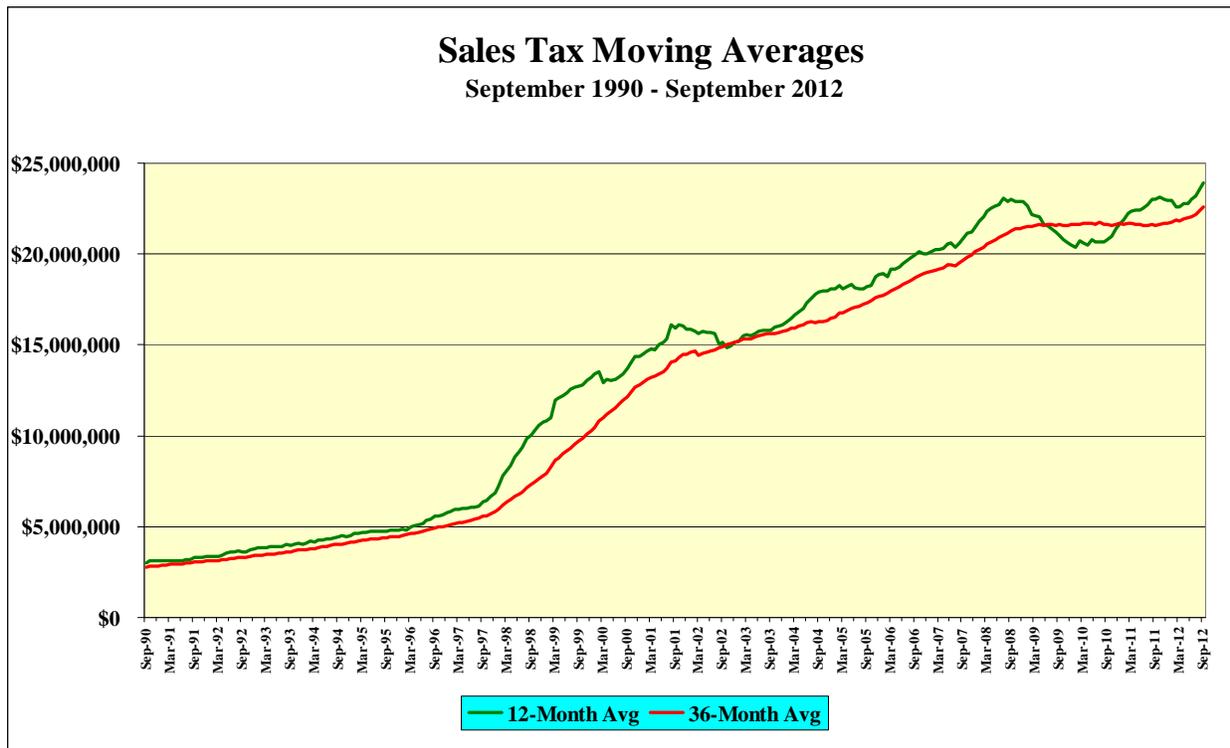
Property taxes are determined by the appraised value of taxable property within the city and the rate of taxation levied by the city. The tax rate is assumed to remain at the current rate of \$0.345695 per \$100 of valuation or less throughout the three-year forecast window. The net taxable value (NTV) of all property within the city increased by \$170 million (2.9%) in 2012, following a 0.8% increase the previous year.



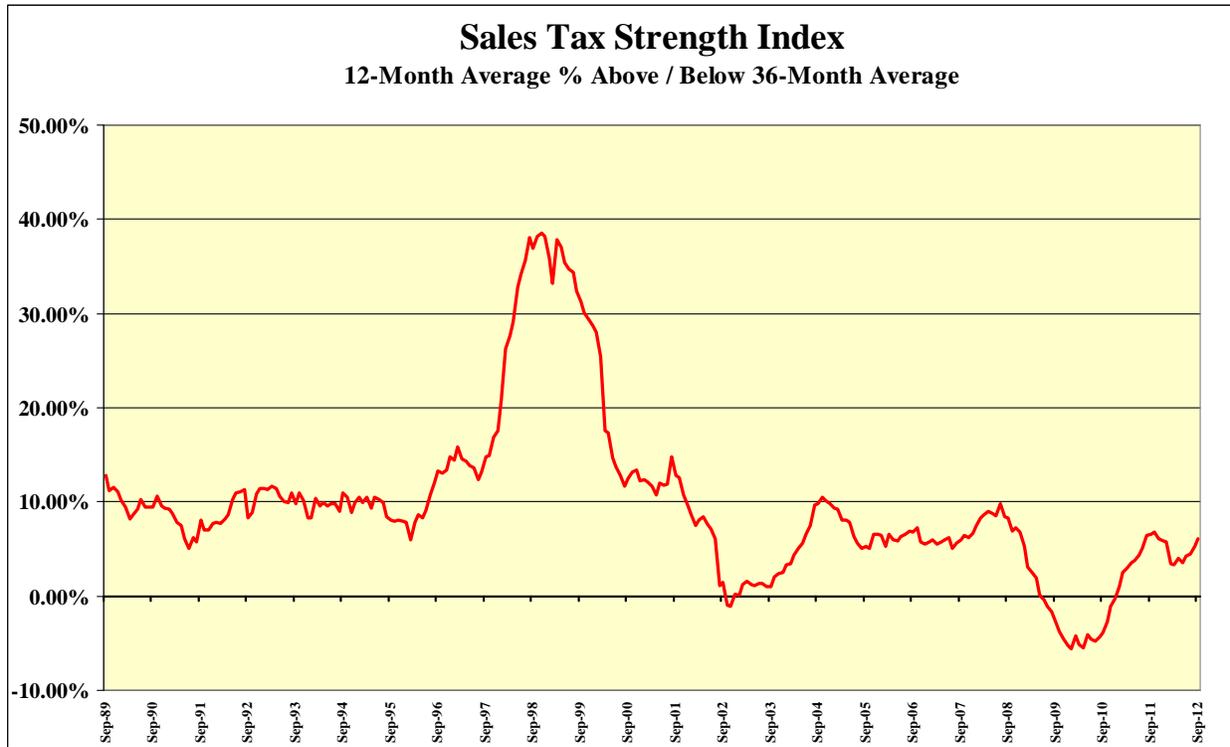
Although NTV has increased by an average of 2.7% annually since 2001, it is projected to increase by 1% annually during the forecast window.

Sales Taxes are a volatile revenue source in times of economic uncertainty. Factors such as consumer confidence, unemployment, retail store relocations and weather conditions are just a few of the many unpredictable circumstances which can affect collections. Another factor is sales tax audits conducted by the state Comptroller's office. Recent audits have determined that \$1.9 million in sales tax payments were credited to Grapevine in error over the past several years. The city has successfully negotiated both 10-year and 7-year, zero-interest paybacks and lowered sales tax projections by \$635,000 annually in FY11.

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 following chart dramatizes the data spread so that the tremors can be better identified, along with the trend. The city's 12-month moving average remained relatively consistent from 1989 to 1997, averaging 10% above the 36-month figure. Beginning in mid-1997, it began to rise sharply and skyrocketed upon the opening of Grapevine Mills mall in October 1997. It reached its top peak of 38.55% in October 1998, and has dipped below the 36-month moving average only two times in the past 20+ years. The first instance was in October 2002, which correlates to one year after 9/11, and reflects the negative impact the terrorist act had on sales tax collections. The dip lasted for two months and returned positive after December 2002.



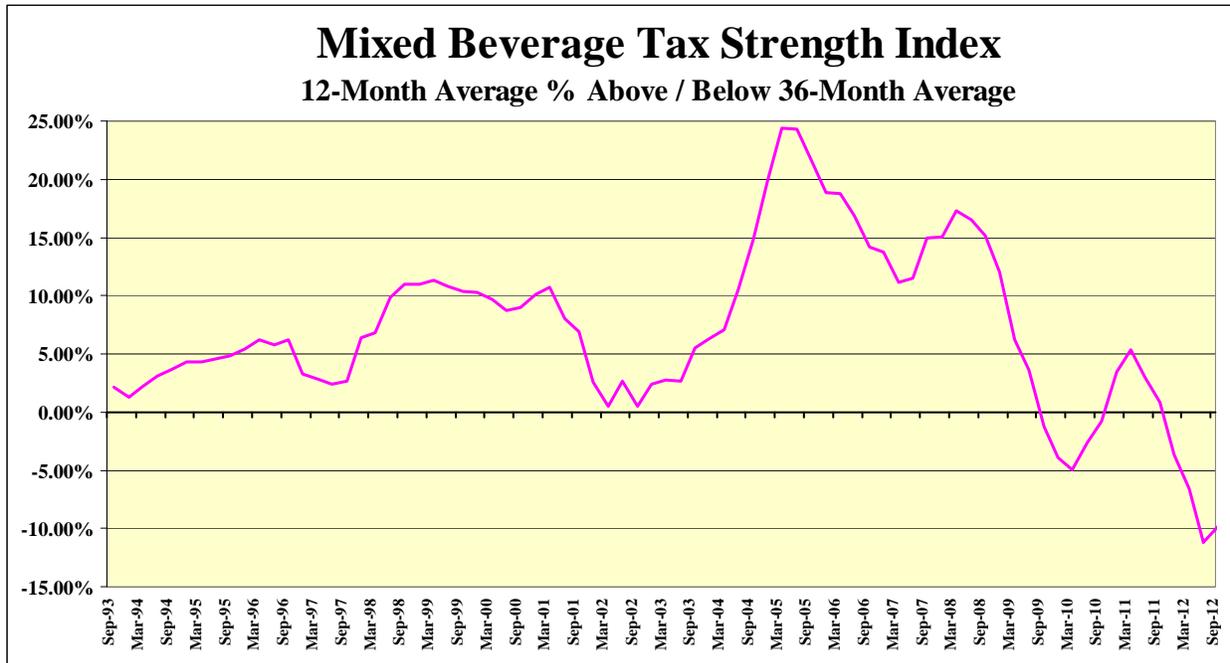
The second instance of the 12-month moving average falling below the 36-month average occurred in June 2009 and has continued to the current time. In January 2010 it reached its lowest point of -5.65%. Since that time it has steadily increased. In April 2010, the Conference Board said that its Consumer Confidence index reached its highest point since September 2008.

The most recent sales tax receipts indicate that perhaps we are in the midst of a modest recovery. In light of this trend and the previously mentioned audit adjustment, a more conservative forecast is projected. Sales tax collection, which grew by 2.4% in FY12, are projected to remain relatively flat in FY13 and increase by 2.5% annually in the three-year planning window.

Mixed Beverage Tax collection trends closely mirror sales tax trends, albeit collections are received on a quarterly, rather than monthly basis. One notable exception is that the 12-month moving average did not dip below the 36-month average in 2002, but rather bottomed out at 0.5% in April 2002. The 12-month average remained above the 36-month average until the last collection of FY09, during the height of the recession. It continued a downward trend for two quarters, reaching a low of -4.96% in April 2010.

The 2011 Texas Legislature, in an effort to pass a balanced state budget without raising taxes, reduced the allocation paid to cities from 10.7143% to 8.3065%. The cut took effect on September 1, 2011 and resulted in a loss of \$171,503 (-14%) in mixed beverage tax receipts for FY12. This resulted in the 12-month average declining below the 36-month average by 11.19% in July 2012.

The cut in the municipal share of the mixed beverage tax is set to expire in September 2013. However, this forecast anticipates that the cuts remain in effect during the three-year horizon.



FY13 collections are projected to remain flat as highway construction continues to affect sales along the restaurant corridor. As construction winds up in the summer of 2013, revenues are projected to increase by 6% in FY14 and by 2% in FY15.

Licenses, Fees & Permits include franchise fees, building permits and other development and code-related fees. Franchise fees declined by 4.6% in FY12, after increasing by 4% the previous year. Franchise fees are projected to increase gradually over the next three years, at less than 1% annually.

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.

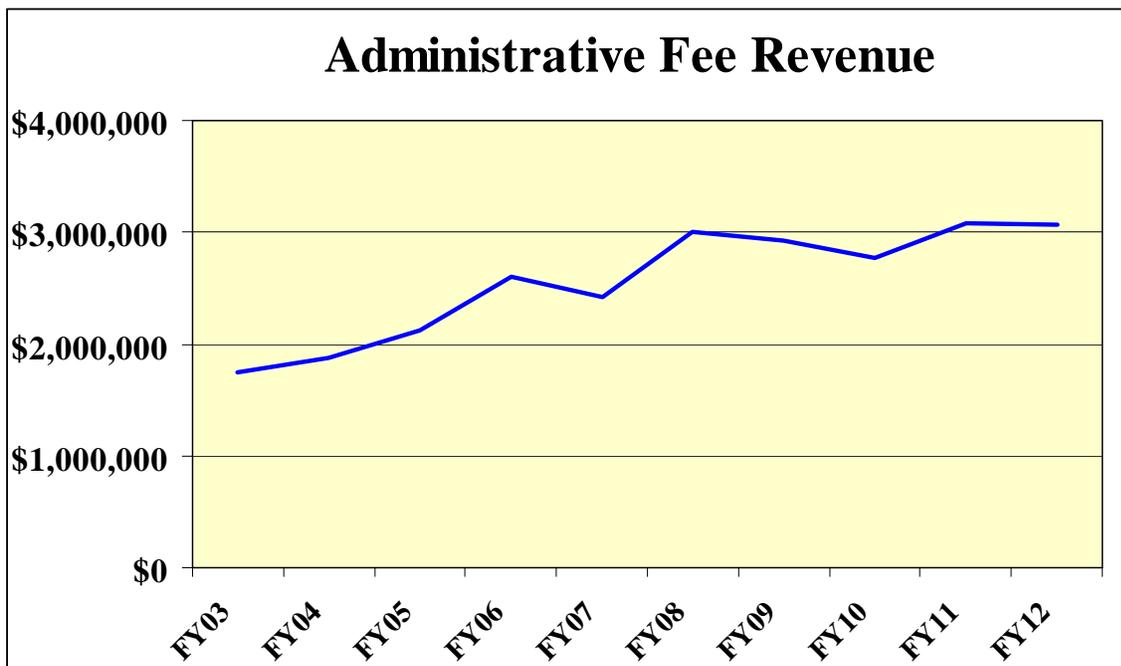
Municipal court fines increased by \$105,000 (6%) in FY12, after falling 19% the previous year. Construction on the DFW Connector project throughout Grapevine on state highways 114 and 121, combined with the ongoing widening of state highway 26 in the southwest portion of town have severely impaired enforcement activities.

Charges for services have increased at an annual pace of 10% over the past eight years, including 31.3% in both FY07 and FY08. The rapid increase was fueled by ambulance fees, which rose nearly 400% in FY06 with the privatization of collection fee services. Revenues increased by \$664,000 (10.4%) in FY12. Charges for services are projected to increase 1.2% annually during the forecast window.

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. Interest income earnings continue their decline that began in FY09 as rates continue to fall and tight budgets have put a strain on cash flow. As interest rates are not projected to rise substantially in the near future, overall revenue in this category is projected to remain relatively flat over the forecast period.

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.

Administrative fee payments are calculated at 7.5% of revenue for the following funds: Utility Enterprise (Water & Sewer), Lake Enterprise (Golf), Convention & Visitors Bureau (CVB), Stormwater Drainage (SDUS) and 4B Economic Development. Payments have increased at an annual rate of 8% over the last eight years, with double-digit spikes in FY06 following the opening of the Gaylord Texan, and again in FY08 following the creation of the 4B fund in 2007.



Payments remained relatively flat in FY12 and are projected to remain flat in FY13. Overall, administrative fee payments are projected to increase at less than 1% annually over the next three years. Additional revenue is anticipated from the Utility Fund, due to proposed water and sewer rate increases, and from the Convention and Visitors fund, with increased occupancy tax receipts anticipated with the opening of the new Courtyard by Marriott property.

Key Expenditure Drivers and Assumptions

Personnel costs are based upon the assumption of full employment, with no additional personnel during the next three years. In addition, there are no planned reductions in force.

For FY12, Council authorized employees to receive an across-the-board market adjustment pay increase equal to one percent of their current annual base pay rate. The city's compensation plan relies in part on the Employee Cost Index (ECI), an indicator produced by the federal Labor Department's Bureau of Labor Statistics. An index used to monitor inflation, the



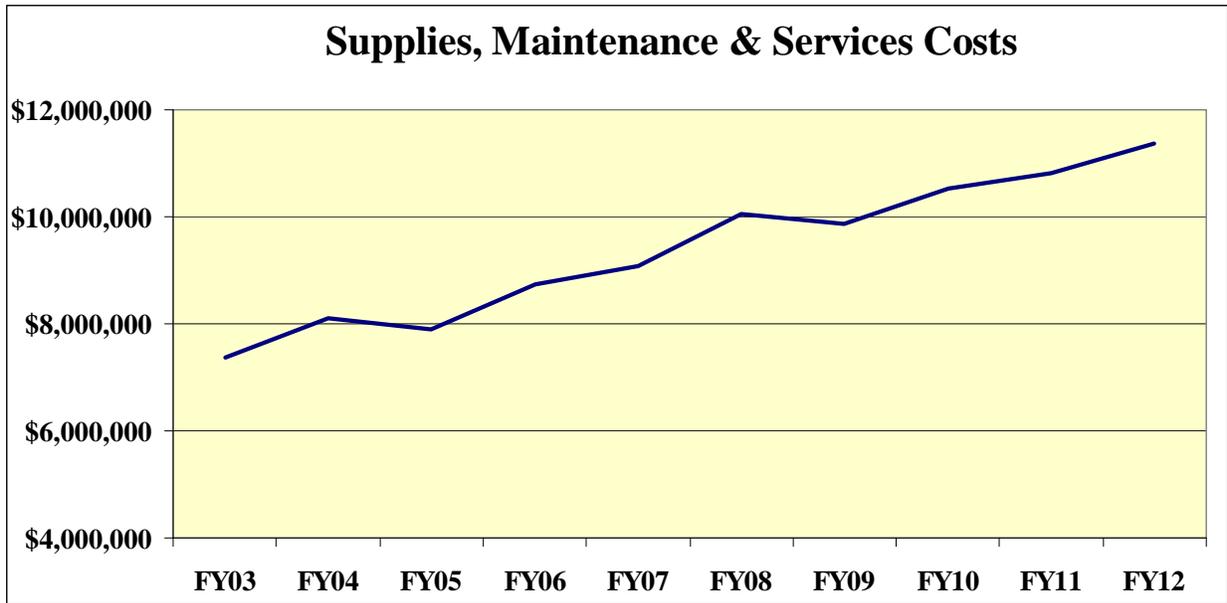
ECI measures the relative changes in wages, benefits and bonuses for a specific group of occupations. The reason the ECI is thought to be an indicator of inflation is that as wages increase, the added cost is often passed to consumers shortly thereafter in the form of higher prices.

The index is updated quarterly. Although the ECI continues to increase quarterly, the rate of the increase declined for ten consecutive quarters from June 2008 through September 2010. It remained virtually flat for three quarters through June 2011, and then dipped to 1.30% in December 2011, the smallest increase in over five years. It has remained relatively constant over the past three quarters, with the latest increase at 1.42% in September 2012.

During the FY13 City Council budget workshop, staff presented survey results from Grapevine's 18 comparison cities. Final survey results at that time revealed the average increase planned by the other 18 cities was at 3%. The City Council subsequently approved merit increases of 3% for all general employees not topped out and step increases for all public safety employees not topped out. The increases will be subject to the employee successfully passing their annual review.

The forecast for FY14 through FY16 is a 2% across-the-board market adjustment pay increase each year. Personnel costs also include the planned annual increase in the TMRS rate to accomplish the eight-year phase-in approved by Council in 2008. The FY13 budget year is the fifth year of the phase in, which will be completed in 2016.

Supplies, Maintenance and Services are projected to increase at a rate of 6% per year. Supplies have risen at an average rate of 2.9% over the past six years, and are projected to increase by 3% annually. Maintenance costs have actually decreased by an average rate of 1.9% over the past six years and are projected to remain relatively flat. Service costs have increased an average of 5.1% over the past nine years and are projected to continue that trend over the next three years.



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, which include property and casualty coverage as well as employee medical, dental, vision and life insurance coverage, have risen at an average rate of 10.2% over the past seven years. Major changes in the health plan for FY12 resulted in a savings of \$1.5 million (17.5%) over FY11. Costs during the three year forecast are projected to increase at an average rate of 3.3% annually.

Debt Service costs declined from \$12.1 million in FY11 to \$10.5 million in FY12. 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. To maintain the tax rate at the current level of \$0.35, some financial considerations must be made. The city may choose to issue new debt...perhaps by financing capital equipment replacements with an equipment note, or by funding capital street maintenance through a bond issue. The city is in the early stages of updating its capital improvement plan which will identify major infrastructure needs to be addressed in a potential bond election campaign. To this effort, \$2.82 million in additional debt service cost has been programmed in FY14, \$2.74 million in FY15 and \$3.15 million in FY16.

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.

With the creation of the Crime Control & Prevention District (CCPD) in April 2007, Council has directed that at the end of each fiscal year, all unencumbered funds in excess of the 20% balance requirement be transferred to the QOL fund to provide cash funding of projects which add to the community's quality of life. Total transfers from the General fund to QOL to date are \$26.1 million through September 2012.

Transfers to QOL in the three-year forecast window total \$9 million. The amounts available to transfer have been impacted by the decline in revenue, particularly sales tax. As the CCPD is solely supported by sales tax, it is projected that \$2.84 million dollars in funds that would have been available for QOL will be needed to support the CCPD over the next three years. A total of \$6.7 million has been transferred to CCPD through FY12, with an additional \$1.3 million programmed in FY13. As noted previously, any decrease in the M&O portion of the tax rate will affect the amount of funding available for QOL projects. Alternatives may include issuing debt for capital equipment replacement, thereby freeing up funds for QOL, or debt financing of QOL capital projects.

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 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.

GENERAL GOVERNMENT FUND BALANCE SUMMARY						
	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16
	Actual	Estimate	Approved	Projected	Projected	Projected
<u>GENERAL FUND</u>						
Beginning Balance	8,185,482	9,595,273	11,981,704	10,953,260	9,492,527	9,732,550
Net Operating Surplus / (Deficit)	1,409,791	2,386,431	(1,028,444)	(1,460,733)	240,022	188,477
Ending Balance	9,595,273	11,981,704	10,953,260	9,492,527	9,732,550	9,921,027
Percentage of Operating Expenditures	0%	27%	23%	20%	20%	20%
Days of Operation	0	98	83	72	73	72
FUND BALANCE REQUIREMENT	9,083,155	8,795,834	9,455,531	9,491,960	9,637,790	9,892,123
Fund balance requirement is 20% of total budgeted expenditures (72 days of operation).						
<u>DEBT SERVICE FUND</u>						
Beginning Balance	7,584,787	9,292,112	12,252,396	12,430,396	12,580,396	12,730,396
Net Operating Surplus / (Deficit)	1,707,325	2,960,284	178,000	150,000	150,000	150,000
Ending Balance	9,292,112	12,252,396	12,430,396	12,580,396	12,730,396	12,880,396
Percentage of Operating Expenditures	77%	117%	116%	98%	106%	120%
Days of Operation	280	427	423	359	388	436
FUND BALANCE REQUIREMENT						
Fund balance requirement is 20% of total budgeted expenditures (72 days of operation).						
<u>CAPITAL / STREET MAINTENANCE FUND</u>						
Beginning Balance	761,163	1,037,199	1,475,935	1,480,935	1,485,935	1,490,935
Net Operating Surplus / (Deficit)	276,036	438,736	5,000	5,000	5,000	5,000
Ending Balance	1,037,199	1,475,935	1,480,935	1,485,935	1,490,935	1,495,935
FUND BALANCE REQUIREMENT --- NONE						

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

LONG-RANGE FINANCIAL FORECAST - GENERAL FUND						
	2010-11 Actual	2011-12 Estimate	2012-13 Approved	2013-14 Projected	2014-15 Projected	2015-16 Projected
REVENUE AND OTHER FUNDING SOURCES						
Taxes	32,648,957	33,554,050	33,515,000	32,069,254	33,981,964	35,462,351
Licenses, Fees & Permits	7,446,480	7,639,081	7,449,968	7,520,000	7,610,000	7,620,000
Fines, Forfeitures & Charges for Services	9,421,529	10,191,089	10,610,438	10,650,000	10,825,000	10,850,000
Transfers In	3,394,777	3,069,783	3,005,661	3,200,000	3,250,000	3,300,000
Interest & Miscellaneous	1,389,264	834,556	1,030,426	1,228,978	1,256,302	1,283,696
TOTAL SOURCES OF FUNDS	54,301,007	55,288,559	55,611,493	54,668,232	56,923,266	58,516,047
EXPENDITURES AND OTHER FUNDING USES						
Personnel	24,433,319	24,436,783	26,190,161	26,713,964	27,248,244	27,997,570
Supplies, Maintenance & Services	10,807,491	11,374,120	11,637,405	11,705,000	11,810,000	11,950,000
Capital / Street Maintenance & Outlays	751,678	411,793	231,951	250,000	250,000	300,000
Insurance	10,054,061	8,367,294	9,874,770	9,450,000	9,550,000	9,900,000
Transfers Out	6,844,667	8,312,138	8,705,650	8,010,000	7,825,000	8,180,000
TOTAL USES OF FUNDS	52,891,216	52,902,128	56,639,937	56,128,964	56,683,244	58,327,570
NET CHANGE IN FUND BALANCE	1,409,791	2,386,431	(1,028,444)	(1,460,733)	240,022	188,477
BEGINNING FUND BALANCE	8,185,482	9,595,273	11,981,704	10,953,260	9,492,527	9,732,550
ENDING FUND BALANCE	9,595,273	11,981,704	10,953,260	9,492,527	9,732,550	9,921,027
FUND BALANCE REQUIREMENT	9,083,155	8,795,834	9,455,531	9,491,960	9,637,790	9,892,123
PERCENTAGE OF COVERAGE	0%	27%	23%	20%	20%	20%

LONG-RANGE FINANCIAL FORECAST - DEBT SERVICE FUND

	2010-11 Actual	2011-12 Estimate	2012-13 Approved	2013-14 Projected	2014-15 Projected	2015-16 Projected
REVENUE AND OTHER FUNDING SOURCES						
Taxes	11,459,365	10,950,313	8,286,472	10,245,170	9,603,025	8,824,125
Transfers In	2,304,418	2,438,945	2,549,678	2,653,563	2,458,497	2,049,148
Interest & Miscellaneous	61,461	36,694	75,000	50,000	50,000	50,000
Bond Refunding Proceeds	0	0	0	0	0	0
TOTAL SOURCES OF FUNDS	13,825,244	13,425,952	10,911,150	12,948,733	12,111,522	10,923,273
EXPENDITURES AND OTHER FUNDING USES						
G.O. Bond Principal & Interest	8,090,304	6,887,526	6,642,270	6,638,924	6,742,785	6,304,721
Cert. of Obligation Principal & Interest	2,577,944	2,145,893	2,686,645	1,947,785	1,585,989	1,279,684
Tax Notes & Notes Payable	1,442,715	1,420,449	1,397,235	1,377,024	885,248	28,868
Fiscal Agent & Bond Fees	6,956	11,800	7,000	10,000	10,000	10,000
Bond Refunding Payments	0	0	0	0	0	0
Payments on Future Debt Issues	0	0	0	2,825,000	2,737,500	3,150,000
TOTAL USES OF FUNDS	12,117,919	10,465,668	10,733,150	12,798,733	11,961,522	10,773,273
NET CHANGE IN FUND BALANCE	1,707,325	2,960,284	178,000	150,000	150,000	150,000
BEGINNING FUND BALANCE	7,584,787	9,292,112	12,252,396	12,430,396	12,580,396	12,730,396
ENDING FUND BALANCE	9,292,112	12,252,396	12,430,396	12,580,396	12,730,396	12,880,396
FUND BALANCE REQUIREMENT	2,390,384	2,064,461	2,117,224	2,524,682	2,359,533	2,125,139
PERCENTAGE OF COVERAGE	77%	117%	116%	98%	106%	120%

LONG-RANGE FINANCIAL FORECAST - CAPITAL / STREET MAINT. FUND

	2010-11 Actual	2011-12 Estimate	2012-13 Approved	2013-14 Projected	2014-15 Projected	2015-16 Projected
REVENUE AND OTHER FUNDING SOURCES						
Transfers In	1,593,160	2,571,500	2,809,000	2,825,000	2,850,000	2,900,000
Interest & Miscellaneous	6,086	85,483	5,000	5,000	5,000	5,000
TOTAL SOURCES OF FUNDS	1,599,246	2,656,983	2,814,000	2,830,000	2,855,000	2,905,000
EXPENDITURES AND OTHER FUNDING USES						
Facilities Capital Maintenance	224,162	558,571	550,000	560,000	570,000	580,000
Parks Capital Maintenance	558,344	657,536	701,000	700,000	705,000	720,000
Streets and Traffic Capital Maintenance	540,704	1,002,140	1,558,000	1,565,000	1,575,000	1,600,000
TOTAL USES OF FUNDS	1,323,210	2,218,247	2,809,000	2,825,000	2,850,000	2,900,000
NET CHANGE IN FUND BALANCE	276,036	438,736	5,000	5,000	5,000	5,000
BEGINNING FUND BALANCE	761,163	1,037,199	1,475,935	1,480,935	1,485,935	1,490,935
ENDING FUND BALANCE	1,037,199	1,475,935	1,480,935	1,485,935	1,490,935	1,495,935

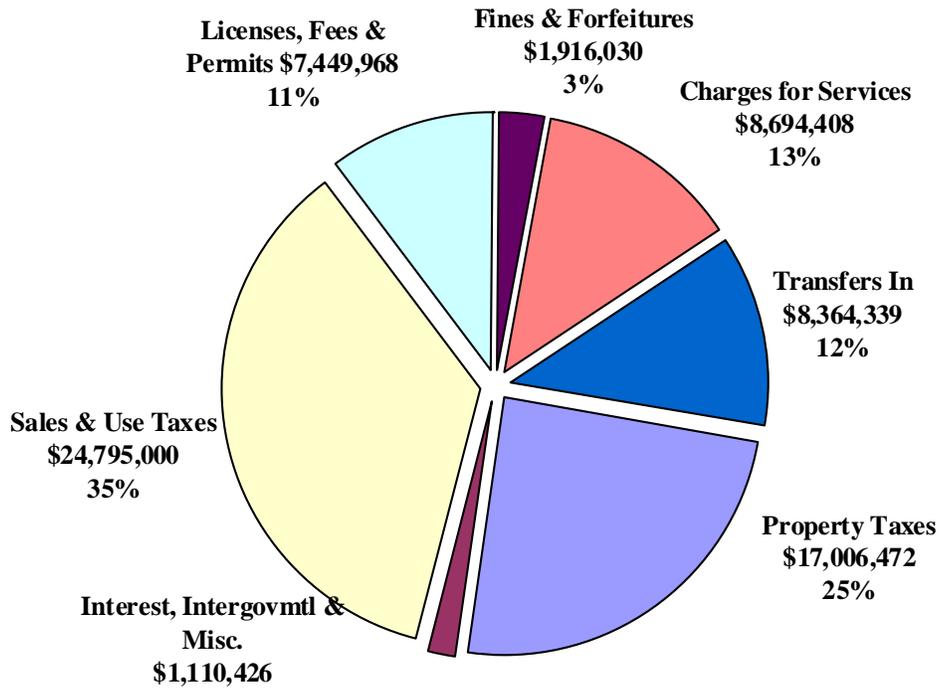
CITY OF GRAPEVINE, TEXAS
 FY 2012-13 APPROVED OPERATING BUDGET
 SUMMARY TABLE OF ALL FUNDS

-- GENERAL GOVERNMENT FUNDS --

	General Fund	Debt Service Fund	Capital / Street Maintenance Fund	Total All Funds
REVENUES AND OTHER FINANCING SOURCES:				
Property Taxes	8,720,000	8,286,472		17,006,472
Sales & Use Taxes	24,795,000			24,795,000
Licenses, Fees & Permits	7,449,968			7,449,968
Fines and Forfeitures	1,916,030			1,916,030
Charges for Services	8,694,408			8,694,408
Intergovernmental / Inter-Agency	83,221			83,221
Interest Income	70,000	75,000	5,000	150,000
Transfers In	3,005,661	2,549,678	2,809,000	8,364,339
Miscellaneous	877,205			877,205
Total Revenues	55,611,493	10,911,150	2,814,000	69,336,643
EXPENDITURES AND OTHER FINANCING USES:				
Personnel	26,190,161			26,190,161
Supplies	2,701,685			2,701,685
Maintenance	790,120			790,120
Services	8,145,600	7,000		8,152,600
Insurance	9,874,770			9,874,770
Debt Service		10,726,150		10,726,150
Transfers Out	8,705,650			8,705,650
Permanent Capital / Street Maint.			2,809,000	2,809,000
Capital Outlay	231,951			231,951
Total Expenditures	56,639,937	10,733,150	2,809,000	70,182,087
NET CHANGE IN FUND BALANCE	(1,028,444)	178,000	5,000	(845,444)
BEGINNING FUND BALANCE	11,981,704	12,252,396	1,475,935	25,710,035
ENDING FUND BALANCE	10,953,260	12,430,396	1,480,935	24,864,591

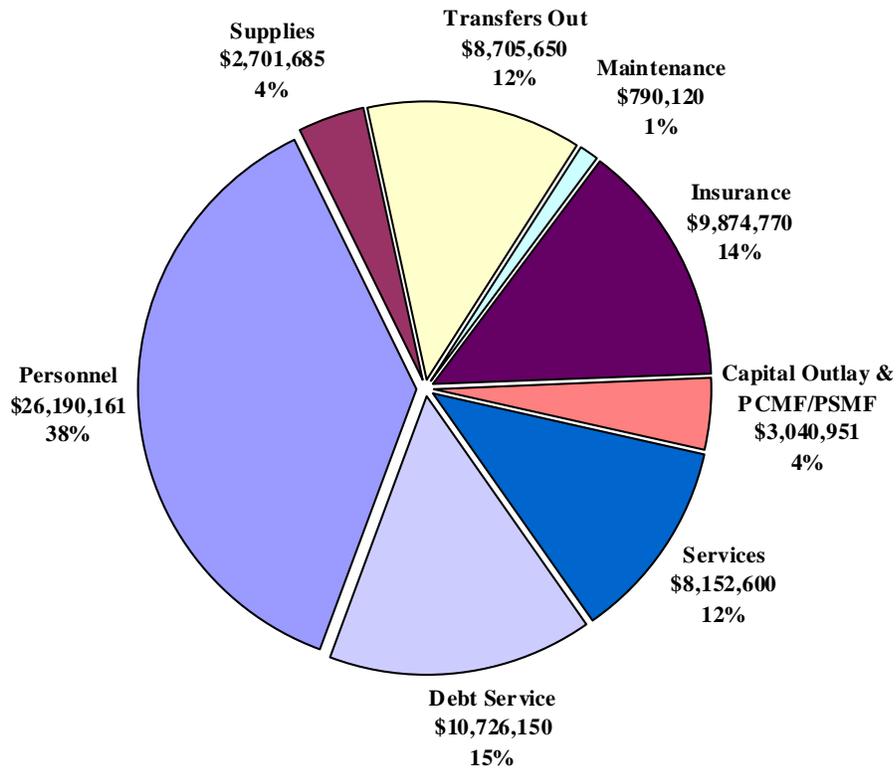
REVENUE FUNDING SOURCES

"Where The Money Comes From"



EXPENDITURE FUNDING USES

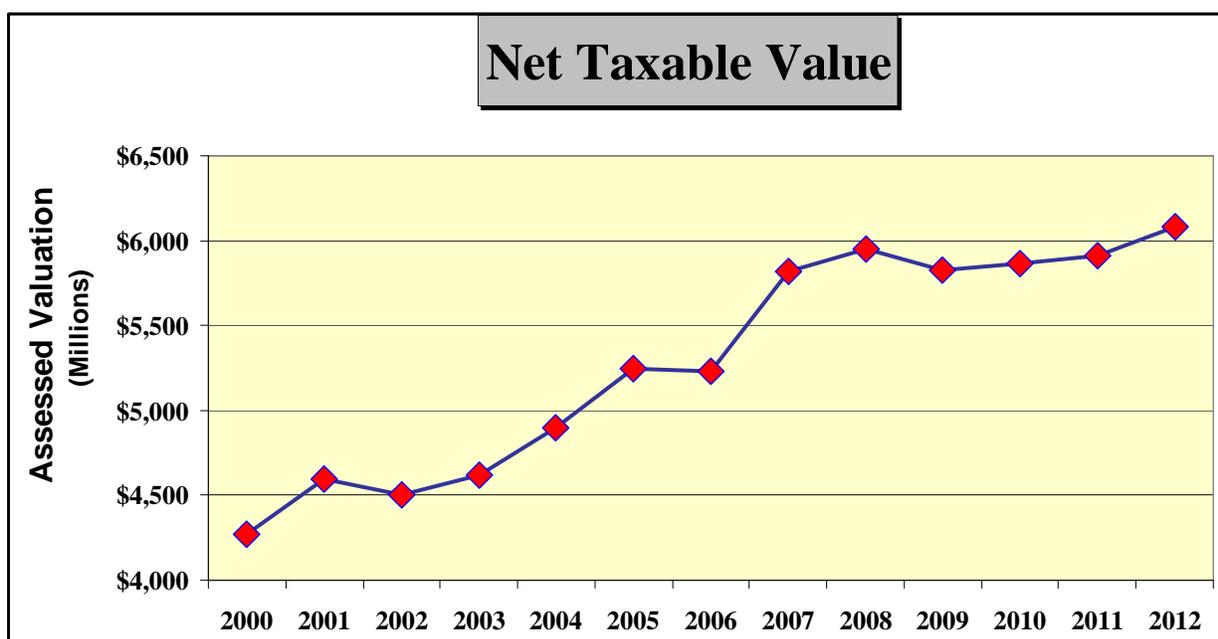
"Where the Money Goes"



Revenue and Other Financing Sources

General Government revenue is budgeted at \$69 million, an increase of \$4.5 million (7%) from the previous year. The increase in budgeted revenue is primarily within property taxes, which are projected to increase by \$2.4 million (14%) and sales and use taxes, as sales tax receipts are projected to increase by \$1.8 million (8%) from the FY12 budget amount.

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 \$6,082,785,223 and is reflective of all taxable property in the City as of January 1, 2012. This represents an increase of \$170 million (2.9%) from the 2011 tax roll.

There are two components of the tax rate. The first component is for maintenance and operations (M&O) while the second component relates to debt service interest and sinking fund (I&S) requirements. Ad Valorem taxes for M&O are collected through the General fund. The City has adopted a tax rate of \$0.135674 for the General Fund, meaning 39% percent of tax collections fund maintenance and operations. In comparison, last year's M&O rate of \$0.142312 represented 41% of tax collections. The total tax levy for FY13 is budgeted at \$17 million. Ad Valorem taxes represent 25% of General Government revenues.

Ad Valorem Tax Rates



Ad Valorem tax collections totaled \$19.7 million in FY12, an increase of 0.1% from the previous year. Actual collections exceeded the budgeted estimate by \$3 million.

AD VALOREM TAXES	<u>FY-2007</u>	<u>FY-2008</u>	<u>FY-2009</u>	<u>FY-2010</u>	<u>FY-2011</u>	<u>FY-2012</u>
Collections	\$17,988,685	\$19,475,291	\$20,542,483	\$20,484,203	\$19,683,802	\$19,703,095
Gain / (Loss)	\$708,713	\$1,486,606	\$1,067,192	(\$58,280)	(\$800,401)	\$19,293
% Change	4%	8%	5%	-0.3%	-3.9%	0.1%

Sales & Use Taxes are the largest General Government revenue stream, at 35%. This category contains both sales and mixed beverage taxes. Sales tax receipts are the result of a tax levy on the sale of goods and services within the City as authorized by the state of Texas. The maximum sales tax allowed in the City of Grapevine is one cent per dollar on all goods and services deemed taxable. Alcoholic beverage taxes are the result of mixed beverage and private club registrants remitting a 14% mixed beverage gross receipts tax to the state. The state then remits 8.3065% of those taxes to the City. Combined sales and use taxes represent 45% of total general fund revenues, up from 44% the previous year.

SALES TAX	<u>FY-2007</u>	<u>FY-2008</u>	<u>FY-2009</u>	<u>FY-2010</u>	<u>FY-2011</u>	<u>FY-2012</u>
Collections	\$21,212,479	\$22,922,623	\$20,595,865	\$21,214,000	\$23,201,753	\$23,750,003
Gain / (Loss)	\$1,219,350	\$1,710,144	(\$2,326,758)	\$618,135	\$1,987,753	\$548,250
% Change	6%	8%	-10%	3%	9%	2%

Sales tax receipts are budgeted at \$23.7 million, an increase of \$1.07 million (4.7%) from the previous year. Annual collections in FY12 increased 2%, after posting an increase of 9% the past year. The continued increase is hopefully a sign that the local economy will continue to rebound from the downturn that began in 2008. Recent reports indicate that consumer confidence is on the rise, and the local unemployment rate has stabilized.

Mixed beverage taxes are budgeted at \$1.025 million for FY13, a decrease of \$225,000 from the previous year. Actual collections for FY12 were down 14% from the previous year, as the state legislature has lowered the percentage to municipalities from 10.7143% to 8.3065%. The budget amount for FY13 reflects a degree of caution with regard to the current economic climate, and thereby the hotel convention market, which accounts for a significant portion of mixed beverage taxes.

MIXED BEVERAGE TAX	<u>FY-2007</u>	<u>FY-2008</u>	<u>FY-2009</u>	<u>FY-2010</u>	<u>FY-2011</u>	<u>FY-2012</u>
Collections	\$1,127,730	\$1,294,801	\$1,188,431	\$1,225,967	\$1,222,767	\$1,051,264
Gain / (Loss)	\$175,658	\$167,071	-\$106,370	\$37,536	-\$3,200	-\$171,503
% Change	18%	15%	-8%	3%	-0.3%	-14.0%

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 \$6.2 million, up \$210,000 from the previous year. Actual FY12 collections were \$6.1 million and represent a 5% decrease from the previous year.

FRANCHISE FEE COLLECTIONS	<u>FY-2007</u>	<u>FY-2008</u>	<u>FY-2009</u>	<u>FY-2010</u>	<u>FY-2011</u>	<u>FY-2012</u>
Electric	3,595,811	3,555,918	3,791,360	3,517,029	3,879,344	3,750,373
Telephone	699,250	702,711	709,441	655,813	635,712	475,044
Natural Gas	649,178	720,097	485,793	549,056	471,940	444,993
Cable Television	426,494	511,242	584,144	722,239	711,706	610,732
Refuse Collection	820,419	805,348	747,933	689,248	702,603	825,189
Collections	\$6,191,153	\$6,295,317	\$6,318,671	\$6,133,385	\$6,401,305	\$6,106,331
Gain / (Loss)	\$245,745	\$104,164	\$23,354	(\$185,286)	\$267,919	(\$294,973)
% Change	4%	2%	0%	-3%	4%	-5%

License and permit revenue includes fees charged by the City for certain types of operator licenses and permits for construction and other items regulated by City ordinances. Total revenue from licenses and permits is budgeted at \$1.2 million, an increase of \$97,000 from the previous year's budget as development activity is expected to increase with the planned addition of several new restaurants. Total license & permit revenue increased \$487,575 (47%) from FY11.

LICENSES & PERMITS	<u>FY-2007</u>	<u>FY-2008</u>	<u>FY-2009</u>	<u>FY-2010</u>	<u>FY-2011</u>	<u>FY-2012</u>
Collections	\$1,757,395	\$1,220,657	\$1,079,178	\$1,114,927	\$1,045,175	\$1,532,750
Gain / (Loss)	\$238,132	(\$536,738)	(\$141,479)	\$35,749	(\$69,752)	\$487,575
% Change	16%	-31%	-12%	3%	-6%	47%

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 FY13 are budgeted at \$8.7 million and reflect a 9% decrease from the previous year.

Charges for fleet maintenance, insurance and technology equipment are assessed to non-General fund departments as a cost of service provided. The Utility Enterprise, Convention & Visitors, Lake Enterprise, Stormwater Drainage, Crime Control & Prevention, and Lake Parks funds are charged for regular maintenance and repair of vehicles and heavy machinery. These outside funds are also charged for employee health insurance coverage, property and casualty premiums and costs associated with the acquisition, maintenance and replacement of computers and other technology-related equipment. The sum total of these charges is \$4.3 million, up \$252,000 (6%) from FY12. Total charges for services in FY12 were \$8.3 million and represent a 9% increase from the prior year.

CHARGES FOR SERVICES	<u>FY-2007</u>	<u>FY-2008</u>	<u>FY-2009</u>	<u>FY-2010</u>	<u>FY-2011</u>	<u>FY-2012</u>
Collections	\$5,575,360	\$7,322,278	\$7,433,671	\$7,858,057	\$7,709,069	\$8,373,313
Gain / (Loss)	\$1,328,017	\$1,746,918	\$111,393	\$424,386	(\$148,988)	\$664,244
% Change	31%	31%	2%	6%	-2%	9%

Fines and forfeitures represent revenue generated from the municipal court and other punitive actions. Revenue in this category is budgeted at \$1.9 million, a decrease of \$107,000 (-5%) from the previous year's budget, as construction on the DFW Connector project along state highways 114 and 121 has hampered traffic enforcement activity. Actual collections in FY12 total \$1.8 million and represent a 6% increase from the previous year.

FINES AND FORFEITURES	<u>FY-2007</u>	<u>FY-2008</u>	<u>FY-2009</u>	<u>FY-2010</u>	<u>FY-2011</u>	<u>FY-2012</u>
Collections	\$1,606,562	\$2,197,098	\$2,208,111	\$2,126,014	\$1,712,460	\$1,817,775
Gain / (Loss)	(\$253,211)	\$590,536	\$11,013	(\$82,097)	(\$413,554)	\$105,315
% Change	-14%	37%	1%	-4%	-19%	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 reimbursements from adjacent cities for firefighter mutual aid services. Intergovernmental revenue is budgeted at \$83,221 and represents a \$1,000 increase from the previous year.

Interest Income is budgeted at \$165,000 for FY13, a decrease of \$50,000 (-23%) from the previous year. As the sluggish national economy continues, interest rates continue to fall. Actual interest earnings in FY12 were \$127,000, down -34% from \$194,000 the previous year.

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 \$325,000 and reflects an increase of \$14,000 from the previous year. Income from tower/ground communications leases is budgeted at \$145,000 and reflects a decrease of \$30,000 from the previous year. Total miscellaneous revenue is budgeted at \$821,000 for FY13 and represents 1% of General Government revenue.

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 total \$3 million, an increase of \$151,000 (5%) from the previous year. Transfers to the Debt Service fund for principal and interest payments on debt issued to finance capital improvements of non-General Government funds total \$2.55 million, an increase of \$200,000 from the previous year. Total General Government transfers in FY13 equal \$8.3 million and represent 12% of revenues.

OPERATING TRANSFERS IN	<u>FY-2007</u>	<u>FY-2008</u>	<u>FY-2009</u>	<u>FY-2010</u>	<u>FY-2011</u>	<u>FY-2012</u>
Utility Enterprise	1,300,193	1,440,790	1,392,331	1,349,725	1,501,990	1,444,541
Convention & Visitors	1,242,804	1,585,602	2,130,574	2,089,222	2,902,864	2,990,393
Lake Enterprise (Golf)	204,732	216,025	199,964	191,666	199,141	232,120
Stormwater Drainage	287,272	396,681	491,953	336,442	191,532	218,088
General (Cap. Maint)	599,175	1,855,076	2,199,000	2,315,000	1,593,160	2,571,500
Lake Parks	31,842	157,080	154,210	156,238	337,132	336,566
4B Economic Devl.	-	264,173	209,261	244,206	257,059	264,575
Court Technology	-	-	-	-	-	22,446
Crime Control & Prev.	-	-	79,800	155,800	-	-
Collections	\$3,666,018	\$5,915,428	\$6,857,093	\$6,838,300	\$6,982,877	\$8,080,228
Gain / (Loss)	(\$472,451)	\$2,249,410	\$941,665	(\$18,793)	\$144,577	\$1,097,351
% Change	-11%	61%	16%	-0.3%	2.1%	15.7%

Total income from General Government transfers in FY12 was \$8 million and represents an increase of \$1.09 million (15.7%) from the previous year.

Expenditures and Other Financing Uses

The FY13 adopted budget for General Government funds totals \$70.1 million dollars, an increase of \$3.6 million (5%) from the prior year. General Government net operating expenditures (excluding transfers) are budgeted at \$61 million and represent a 3% increase from the previous year.

Personnel costs represent the single largest expenditure category, accounting for 38% of all General Government expenditures. Budgeted at \$26.2 million, personnel expenditures are up \$835,000 from the prior year's budget.

PERSONNEL COSTS	<u>FY-2007</u>	<u>FY-2008</u>	<u>FY-2009</u>	<u>FY-2010</u>	<u>FY-2011</u>	<u>FY-2012</u>
Expenditures	\$25,188,112	\$22,393,316	\$23,870,555	\$24,353,769	\$24,433,319	\$24,436,783
Increase / (Decrease)	(\$1,885,665)	(\$2,794,796)	\$1,477,239	\$483,214	\$79,550	\$3,464
% Change	-7%	-11%	7%	2%	0.3%	0.01%

Actual expenditures in FY12 were \$24.4 million and represent an increase of \$3,464 from the previous year. Total authorized positions for FY13 are 349.46 FTE, and reflect an increase of 2.5 from the previous year.

AUTHORIZED POSITIONS GENERAL FUND	<u>FY-2008</u>	<u>FY-2009</u>	<u>FY-2010</u>	<u>FY-2011</u>	<u>FY-2012</u>	<u>FY-2013</u>
Full-Time Equivalents (FTEs)	351.65	356.80	351.16	346.85	346.96	349.46
Increase / (Decrease)	0.59	5.15	(5.64)	(4.31)	0.11	2.50
% Change	0.17%	1.46%	-1.58%	-1.23%	0.03%	0.72%

Supplies are budgeted at \$2.7 million, an increase of \$213,000 (8.6%) from the previous year's budget. Motor vehicle supplies (including gasoline) are budgeted at \$414,000 and represent an increase of \$3,000 from the FY12 budget. Operating supplies are budgeted at an increase of \$46,000 from the previous year. Expenditures for postage are budgeted to decrease by \$9,500. 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. FY12 expenditures totaled \$2.4 million and represented a 5.5% increase from the previous year. Supplies represent 4% of total General Government expenditures.

SUPPLIES GENERAL FUND	<u>FY-2007</u>	<u>FY-2008</u>	<u>FY-2009</u>	<u>FY-2010</u>	<u>FY-2011</u>	<u>FY-2012</u>
Expenditures	\$2,145,309	\$2,194,098	\$2,184,285	\$2,289,944	\$2,296,038	\$2,423,450
Increase / (Decrease)	(\$509,432)	\$48,789	(\$9,813)	\$105,659	\$6,094	\$127,412
% Change	-19.2%	2.3%	-0.4%	4.8%	0.3%	5.5%

Maintenance costs are budgeted at \$3.6 million and are composed of \$790,000 of general maintenance in the General fund and \$2.8 million in permanent capital and street maintenance. Maintenance costs account for 5% of General Government expenditures.

Services are budgeted at \$8.1 million and represent a \$700,000 increase from the FY12 budget. Professional services, defined as services that by their nature can be performed by persons or firms with specialized skills and knowledge who are non-City employees, represents the largest segment of the category, at \$3.9 million for FY13, an increase of \$400,000 (9%). Utility costs (electricity/gas/water/telephone) represent the second-largest segment at \$2.2 million, and represent an increase of \$180,000 over the previous year. Actual expenditures in FY12 are estimated to total \$8.1 million, and represent an increase of 5.6% over FY11. Expenditures for services account for 12% of General Government expenditures.

SERVICES	<u>FY-2007</u>	<u>FY-2008</u>	<u>FY-2009</u>	<u>FY-2010</u>	<u>FY-2011</u>	<u>FY-2012</u>
GENERAL FUND						
Expenditures	\$6,245,940	\$7,022,346	\$7,057,886	\$7,312,725	\$7,688,486	\$8,115,345
Increase / (Decrease)	\$7,795	\$776,406	\$35,540	\$254,839	\$375,761	\$426,859
% Change	0.1%	12.4%	0.5%	3.6%	5.1%	5.6%

Insurance Costs, which include property, casualty and health insurance, are budgeted at \$9.4 million, and represent an increase of \$1.9 (25%) from the FY11 budget. Property and casualty (P&C) expenditures are budgeted at \$1.34 million, an increase of \$36,000 (2.8%) from the prior year. Actual P&C expenditures in FY11 are estimated at \$1.31 million.

Health insurance costs, which include medical, dental, vision, and life coverage, is budgeted at \$8.5 million. Actual costs for FY12 are estimated at \$7.2 million, which represents a decrease of \$1.5 million (-17.5%) from the previous year. Risk Management made significant changes to the health plan for FY12, including partnering with United Healthcare to lower costs.

HEALTH INSURANCE	<u>FY-2007</u>	<u>FY-2008</u>	<u>FY-2009</u>	<u>FY-2010</u>	<u>FY-2011</u>	<u>FY-2012</u>
GENERAL FUND						
Expenditures	\$5,435,610	\$6,446,954	\$6,520,340	\$8,039,514	\$8,745,052	\$7,213,537
Increase / (Decrease)	\$340,002	\$1,011,344	\$73,386	\$1,519,174	\$705,538	(\$1,531,515)
% Change	6.7%	18.6%	1.1%	23.3%	8.8%	-17.5%

Operating Transfers Out are budgeted at \$8.7 million and includes transfers of \$3 million from the General fund to the Capital Improvement fund for Community Quality of Life projects, \$2.8 million from the General fund to the Capital / Street Maintenance fund, \$1.3 million from the General fund to the CCPD fund, and \$1.6 million for cash purchase of fleet, capital and technology equipment items. Actual transfers in FY12 were \$8.3 million. Per Council policy, revenues in excess of the 20% balance requirement in the General fund are to be transferred to the Quality of Life CIP fund at fiscal year end.

OPERATING TRANSFERS OUT	<u>FY-2007</u>	<u>FY-2008</u>	<u>FY-2009</u>	<u>FY-2010</u>	<u>FY-2011</u>	<u>FY-2012</u>
Capital Maintenance	229,175	675,076	819,000	785,000	987,160	1,171,500
Street Maintenance	370,000	1,180,000	1,380,000	1,530,000	606,000	1,400,000
CIP / Quality of Life	3,861,529	8,500,000	3,500,000	4,260,000	3,000,000	3,000,000
Equipment Acquisition	165	1,762,669	1,688,450	429,085	751,507	1,240,301
Crime Control & Preven	0	0	1,100,000	2,003,300	1,500,000	1,500,000
Grant Fund	0	0	0	0	0	337
Total Transfers Out	\$4,464,869	\$12,117,745	\$8,487,450	\$9,007,385	\$6,844,667	\$8,312,138
Increase / (Decrease)	\$3,916,719	\$7,652,876	(\$3,630,295)	\$519,935	(\$2,162,718)	\$1,467,471
% Change	715%	171%	-30%	6%	-24%	21%

Debt Service is budgeted at \$10.7 million, and represents a slight increase from the previous year. The City issued \$500,000 in certificates of obligation in December 2010 to purchase cabins and furnishings for in support of the Vineyards Campground capital improvements project. Debt service costs represent 15% of General Government expenditures, down from 16% the previous year.

FY 2012-13 APPROVED OPERATING BUDGET
FUND 100 - GENERAL

- Budget At-A-Glance -

REVENUE AND OTHER FINANCING SOURCES:	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Ad Valorem Taxes	8,224,437	8,339,457	8,752,782	8,720,000
Sales & Use Taxes	24,424,521	23,950,000	24,801,267	24,795,000
Franchise Fees	6,401,305	6,035,000	6,106,331	6,245,000
Licenses & Permits	1,045,175	1,107,511	1,532,750	1,204,968
Charges for Services	7,709,069	7,980,030	8,373,313	8,694,408
Intergovernmental	123,424	82,221	134,055	83,221
Fines and Forfeitures	1,712,460	2,023,875	1,817,775	1,916,030
Transfers In	3,394,777	2,854,422	3,069,783	3,005,661
Miscellaneous	1,265,840	881,000	700,501	947,205
Total	54,301,007	53,253,516	55,288,559	55,611,493

EXPENDITURES AND OTHER FINANCING USES:	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel	24,433,319	25,355,174	24,436,783	26,190,161
Supplies	2,296,038	2,488,496	2,423,450	2,701,685
Maintenance	719,250	708,827	743,326	790,120
Services	7,792,203	7,362,342	8,207,343	8,145,600
Insurance	10,054,061	9,424,819	8,367,294	9,874,770
Transfers Out	6,844,667	8,311,801	8,312,138	8,705,650
Capital Outlay	751,678	277,048	411,793	231,951
Total	52,891,216	53,928,507	52,902,127	56,639,937

EXPENDITURES AND PERSONNEL BY PROGRAM:	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved	Personnel ⁽¹⁾
City Manager	4,305,464	3,294,471	4,184,275	3,726,309	15.58
Mayor & Council	101,023	122,982	111,967	122,182	7.00
City Secretary	314,237	405,255	342,377	387,507	4.00
Administrative Services	13,029,204	12,658,082	11,477,881	13,200,247	31.21
Police	1,705,046	1,796,839	1,684,435	1,842,346	16.00
Fire	10,442,343	10,808,834	10,541,913	11,139,329	102.17
Parks & Recreation	6,531,305	6,375,423	6,546,876	6,919,635	66.48
Library	1,471,800	1,692,715	1,501,459	1,738,984	25.60
Public Works	6,893,479	7,256,511	6,980,584	7,616,171	66.42
Development Services	1,148,931	1,205,594	1,126,223	1,241,577	15.00
Permanent Capital & Street Maintenance	1,593,160	2,571,500	2,571,500	2,809,000	NA
Transfer to Equipment Replacement Fund	751,507	1,240,301	1,240,301	1,596,650	NA
Transfer to CCPD Fund	1,500,000	1,500,000	1,500,000	1,300,000	NA
Transfer to Quality of Life Fund	3,000,000	3,000,000	3,000,000	3,000,000	NA
Total	52,876,073	53,928,507	52,901,790	56,639,937	349.46

⁽¹⁾ In full-time equivalents

FY 2012-13 APPROVED OPERATING BUDGET
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
GENERAL FUND

	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
BEGINNING FUND BALANCE:	8,738,034	8,185,482	9,595,273	9,595,273	11,981,704
OPERATING REVENUE:					
Ad Valorem Taxes	8,673,204	8,224,437	8,339,457	8,752,782	8,720,000
Sales Taxes	21,214,000	23,201,753	22,700,000	23,750,003	23,770,000
Mixed Beverage Taxes	1,225,967	1,222,767	1,250,000	1,051,264	1,025,000
Franchise Fees	6,133,385	6,401,305	6,035,000	6,106,331	6,245,000
Licenses & Permits	1,114,927	1,045,175	1,107,511	1,532,750	1,204,968
Charges for Services	7,858,057	7,709,069	7,980,030	8,373,313	8,694,408
Intergovernmental	78,914	123,424	82,221	134,055	83,221
Fines and Forfeitures	2,126,014	1,712,460	2,023,875	1,817,775	1,916,030
Miscellaneous	1,449,523	1,265,840	881,000	700,501	947,205
Total Operating Revenue	49,873,993	50,906,230	50,399,094	52,218,775	52,605,832
TRANSFERS IN:					
Admin. Fee - Utility Fund	1,349,725	1,501,990	1,462,603	1,444,541	1,444,514
Admin. Fee - CVB Fund	890,772	999,309	846,008	1,024,323	978,236
Admin. Fee - Lake Ent. Fund	175,187	199,141	231,388	232,120	256,736
Administrative Fee - SDUS	103,133	103,033	102,548	104,225	103,519
Administrative Fee - 4B Fund	244,206	257,059	211,875	264,575	222,656
Total Transfers In	2,776,023	3,394,777	2,854,422	3,069,783	3,005,661
TOTAL REVENUE AND TRANSFERS	52,650,016	54,301,007	53,253,516	55,288,559	55,611,493
OPERATING EXPENDITURES:					
Personnel	24,353,769	24,433,319	25,355,174	24,436,783	26,190,161
Supplies	2,289,944	2,296,038	2,488,496	2,423,450	2,701,685
Maintenance	838,467	719,250	708,827	743,326	790,120
Services	7,399,990	7,792,203	7,362,342	8,207,343	8,145,600
Capital Outlay	47,089	751,678	277,048	411,793	231,951
Insurance	9,265,925	10,054,061	9,424,819	8,367,294	9,874,770
Total Operating Expenditures	44,195,184	46,046,549	45,616,706	44,589,989	47,934,287
TRANSFERS OUT:					
To Permanent Capital Maintenance	785,000	987,160	1,171,500	1,171,500	1,251,000
To Permanent Street Maintenance	1,530,000	606,000	1,400,000	1,400,000	1,558,000
To Capital Equipment Acquisition Fund	429,085	751,507	1,240,301	1,240,301	1,596,650
To Community Quality of Life Fund	4,260,000	3,000,000	3,000,000	3,000,000	3,000,000
To Crime Control & Prevention District Fund	2,003,300	1,500,000	1,500,000	1,500,000	1,300,000
Total Transfers Out	9,007,385	6,844,667	8,311,801	8,312,138	8,705,650
TOTAL EXPENDITURES AND TRANSFERS	53,202,569	52,891,216	53,928,507	52,902,127	56,639,937
SURPLUS (DEFICIT) OF REVENUE OVER (UNDER) EXPENDITURES:	(552,552)	1,409,791	(674,990)	2,386,431	(1,028,444)
ENDING FUND BALANCE:	8,185,482	9,595,273	8,920,283	11,981,704	10,953,260
FUND BALANCE REQUIREMENT:	8,717,954	9,083,155	8,998,364	8,795,833	9,455,531

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

The FY 2012-13 projected Ending Fund Balance represents **22.9%** of total budgeted expenditures (83 days of operation).

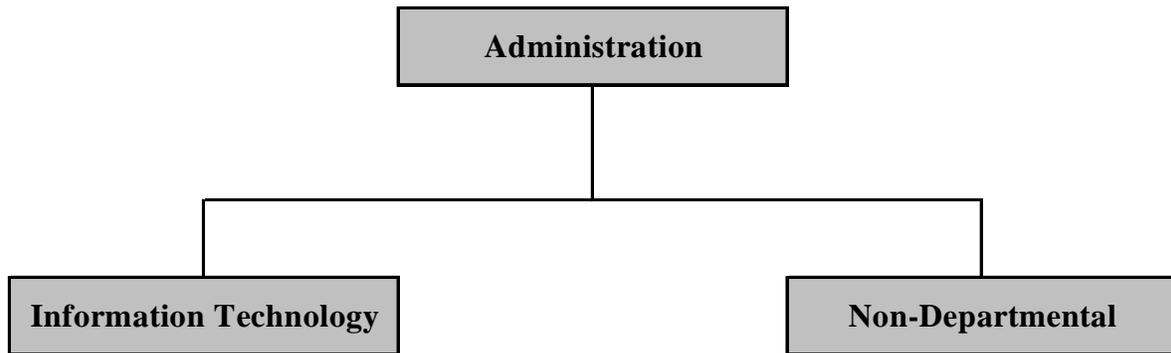


City Manager

The City Manager’s Office serves as the chief administrative branch for all city operations to implement the goals and policies established by the City Council and apply the Code of Ordinances written in the City Charter.

The Information Technology division operates and maintains the City’s data and voice networks. This includes monitoring for performance and failures, planning for growth and disaster recovery, and integrating diverse applications among the user departments. The division consults with user departments on hardware and software needs and handles user requests for repairs and changes.

The Non-Departmental-Administrative division serves as an interdepartmental resource to fund activities and purchases that benefit the entire organization and community. Funds budgeted in Non-Departmental accounts are under the control of the City Manager’s office.



Departmental Statistics

(for the fiscal year ended 9/30/12)

Number of public hearings conducted	63
Number of agenda items	525
Number of ordinances	68
Number of resolutions	97
Number of technology hardware items	846
Value of annual technology replacement program	\$584,500

FY 2012-13 APPROVED OPERATING BUDGET
GENERAL FUND DEPARTMENTAL SUMMARY
101 - CITY MANAGER

Expenditures by Division	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Administration	882,126	843,942	655,417	653,681	693,092
Information Technology	1,107,697	1,109,282	1,192,322	1,114,308	1,304,236
Non-Departmental	1,837,402	2,352,241	1,446,732	2,416,286	1,728,981
Total	3,827,224	4,305,464	3,294,471	4,184,275	3,726,309

<u>CITY MANAGER'S OFFICE</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2012</u>	<u>2013</u>
City Manager	1	1	1	1	1
Assistant City Manager	2	2	1	1	1
Development Manager	1	1	1	1	1
Executive Assistant	1	1	1	1	1
Administrative Secretary	1	1	0	0	0
Secretary	0	0	1	1	1
IT Manager	1	1	1	1	1
Asst IT Mgr/Internet Svc Adm	1	1	1	1	1
Network Administrator II	1	1	1	1	1
Enterprise GIS Manager	0	0	0	1	1
GIS Manager	1	1	1	0	0
IT Customer Service Coordinator	1	1	1	1	1
Network Administrator I	1	1	1	1	1
Lan/Wan Administrator	1	1	1	1	1
IT Technician	1	1	1	1	1
GIS Analyst	1	1	1	1	1
TOTAL FULL-TIME POSITIONS	15.00	15.00	14.00	14.00	14.00
<u>PART-TIME POSITIONS</u>					
IT Assistant	0.98	0.98	0.98	0.98	0.98
Clerk Typist/Receptionist	0.60	0.60	0.60	0.60	0.60
GIS Technician	0.46	0	0	0	0
TOTAL PART-TIME POSITIONS	2.04	1.58	1.58	1.58	1.58
TOTAL CITY MANAGERS OFFICE	17.04	16.58	15.58	15.58	15.58

**City Manager - Administration
100-101-1**

<u>Expenditures by Major Object</u>	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel Services	815,103	754,096	615,902	606,975	635,337
Supplies	13,123	49,091	17,500	13,861	17,700
Maintenance	0	0	0	0	0
Services	53,900	40,754	22,015	32,844	40,055
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	882,126	843,942	655,417	653,681	693,092

Objectives

- Maintain the City's technological competitiveness and customer service orientation through the development and maintenance of the city web page and the organizational intranet.
- Continue support of city facility development to accommodate city's growth.
- Facilitate communication with DFW Airport to resolve funding issues and for the development of viable property within Grapevine city limits.
- Continue efforts to develop public transportation program focused on tourism and to implement citywide signage program.
- Encourage development of new business by continuing to establish commercial and industrial development contacts through existing sources.
- Prepare and publish the annual Economic Profile and Economic Update.

<u>Performance Indicators</u>	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Newsletters published	6	10	6	6	6
Average response time to citizen telephone and web page inquiries	4 day	8 day	4 day	6 day	8 day
Industrial Marketing Missions	8	3	4	6	8
Complete Economic Summary by 02/28	100%	100%	100%	100%	100%
Complete Economic Profile by 02/01	100%	100%	100%	100%	100%

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

<u>Expenditures by Major Object</u>	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel Services	806,359	807,522	840,056	798,204	900,006
Supplies	25,994	28,223	24,489	32,645	28,350
Maintenance	49,414	44,594	77,566	36,757	71,750
Services	225,929	228,943	250,211	246,702	304,130
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	1,107,697	1,109,282	1,192,322	1,114,308	1,304,236

Objectives

- Provide courteous customer service to our Department end users, maintain current hardware in a timely manner, and upgrade hardware when financing is available.
- Maintaining the current equipment and software inventories.
- Implement a storage area network dedicated to storing document images in conjunction with the municipal court automation project
- Continue to replace and upgrade network equipment and software
- Replace one remote fire station broadband Internet/VPN data link with a Motorola Canopy radio data link
- Begin implementation of virtual desktops
- Continue to complete GIS map requests in a timely, professional manner.
- Update all Pictometry installations and workstations with the new 2011 imagery
- Develop and implement a replacement application for the Zoning Analyst software
- Import and mosaic new 2011 6" aerial photography and upgrade all web sites to reflect the current imagery

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

Expenditures by Major Object	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel Services	0	0	0	0	0
Supplies	79,799	56,210	61,300	86,928	64,000
Maintenance	90	0	4,000	0	5,000
Services	1,733,873	1,887,878	1,955,508	2,192,402	2,184,638
Capital Outlay	23,639	408,153	0	136,957	0
Transfers	0	0	0	0	0
Total	1,837,402	2,352,241	1,446,732	2,416,286	1,728,981

Objectives

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

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

Expenditures by Major Object	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel Services	86,168	79,034	90,182	85,602	90,182
Supplies	11,905	15,590	15,100	15,651	13,400
Maintenance	0	0	0	0	0
Services	9,969	6,399	17,700	10,714	18,600
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	108,043	101,023	122,982	111,967	122,182

Objectives

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

<u>Performance Indicators</u>	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Proposed
Number of public hearings	61	59	70	63	70
Number of ordinances	71	66	80	68	70
Number of resolutions	38	70	60	97	80
Number of agenda items	373	455	350	525	500

<u>MAYOR AND COUNCIL</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2012</u>	<u>2013</u>
Mayor	1	1	1	1	1
Council	6	6	6	6	6
TOTAL POSITIONS	7	7	7	7	7



City Secretary

The City Secretary's Office maintains accurate records for the City that are available to the public, City Council and City Staff through a Records Management Program mandated by State law and adopted by City ordinance.

The City Secretary's Office prepares City Council and Planning & Zoning Commission agendas and packets, records and maintains City Council minutes, resolutions and ordinances. This department conducts municipal elections, coordinates City Boards and Commission appointments, issues City alcoholic beverage permits, mobile home permits and door-to-door solicitor permits. The City Secretary serves as the local registrar for birth and death records for the City of Grapevine.

To obtain City of Grapevine information including:

- City Council agendas, minutes, ordinances and resolutions
- Planning & Zoning Commission agendas and minutes
- City Boards and Commission agendas
- Application for appointment to City Boards and Commission
- Application for obtaining certified birth and death records
- How to apply for City alcoholic beverage permits
- Rules, regulations and applications for door-to-door solicitors

Departmental Statistics

(for the fiscal year ended 9/30/12)

Number of requests for public information received	12,302
Number of required legal captions published	54
Number of documents scanned	358
Number of post-Council documents processed	222
Number of birth records processed	3,673
Number of death records processed	878

FY 2012-13 APPROVED OPERATING BUDGET
GENERAL FUND DEPARTMENTAL SUMMARY
103 - CITY SECRETARY

Expenditures by Major Object	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel Services	287,277	285,613	310,562	298,971	297,264
Supplies	17,143	9,703	23,564	21,880	23,164
Maintenance	0	0	0	0	0
Services	16,230	18,921	71,129	21,525	67,079
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
	320,651	314,237	405,255	342,377	387,507

<u>CITY SECRETARY</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2012</u>	<u>2013</u>
City Secretary	1	1	1	1	1
Assistant City Secretary/Records Manager	1	1	1	1	1
Vital Records Specialist	1	1	1	1	1
Secretary	1	1	1	1	1
TOTAL CITY SECRETARY POSITIONS	4.00	4.00	4.00	4.00	4.00

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

Expenditures by Major Object	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel Services	287,277	285,613	310,562	298,971	297,264
Supplies	17,143	9,703	23,564	21,880	23,164
Maintenance	0	0	0	0	0
Services	16,230	18,921	71,129	21,525	67,079
Total	320,651	314,237	405,255	342,377	387,507

Objectives

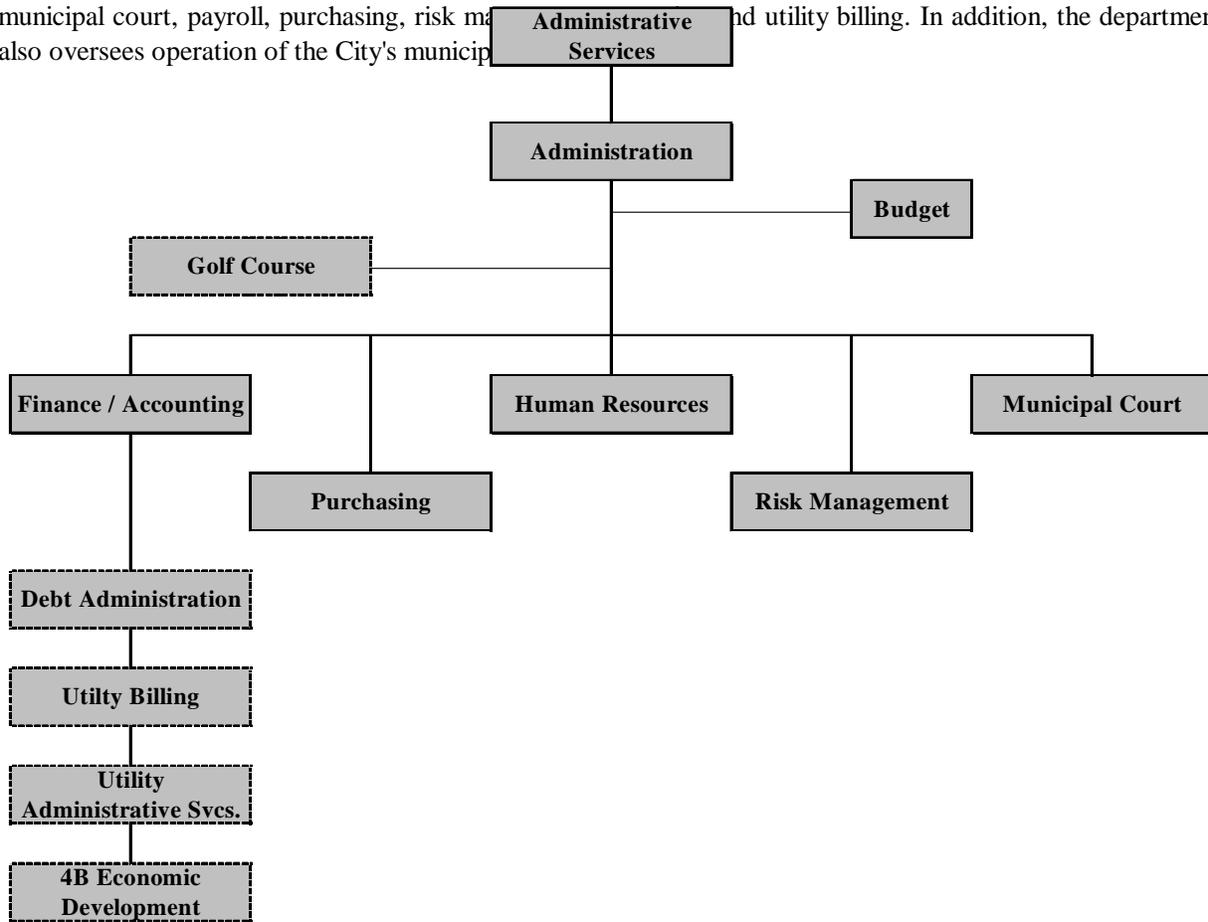
- Conduct City elections in compliance with the City Charter and State law.
- Process accurate City Council actions in a timely manner.
- Maintain accurate birth and death records for Grapevine.
- Respond to customer requests/inquiries in a timely manner.
- Maintain accurate, easily accessible City records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

Performance Indicators	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Post-Council meeting documents:					
- Ordinance/Resolution (2 days)	119	137	100	125	117
- Minutes transcribed (2 days)	76	85	72	76	75
- Minutes/contracts indexed (2 weeks)	6/10	6/10	6/12	5/11	6/13
- Documents scanned (5 days)	303	347	291	310	306
- Required legal captions published	59	56	60	42	60
Customer Inquiries annually:	14,380	14,163	13,500	12,996	13,500
Passport applications processed:	515	57	0	0	0
Open records average process time:					
- Public information (5 days)	279	278	225	258	250
- Birth records					
Newborns/mail (5 days)	3,551	3,568	3,500	3,578	3,500
Walk-in (<1/2 hour)	938	934	900	600	600
- Death records (<1/2 hour)	2,461	1,630	1,500	993	900
Records management:					
- Manpower hours	118	82	100	188	100
- Scan prior year's vital records	0%	0%	100%	0%	100%
- Amount of records eligible for destruction and destroyed by end of the 3rd quarter	5	17	250 CF	600 CF	600 CF



Administrative Services

The Administrative Services Department manages and controls divisions which provide a wide variety of services for the City of Grapevine. Areas of responsibility include accounting, accounts payable, auditing, budget preparation and administration, debt management, human resource management, investments, municipal court, payroll, purchasing, risk management and utility billing. In addition, the department also oversees operation of the City's municipal golf course.



Departmental Statistics

(for the fiscal year ended 9/30/12)

Number of budget amendments processed	171
Number of amendment line item entries	1,023
Surplus dispositions via online auctions	297
Number of municipal court cases filed (DFW Airport and Grapevine)	28,894
Number of applications and resumes received annually	8,692
Number of new hires processed (full-time, part-time and casual)	68
Number of payroll checks processed	19,473

FY 2012-13 APPROVED OPERATING BUDGET
GENERAL FUND DEPARTMENTAL SUMMARY
105 - ADMINISTRATIVE SERVICES

Expenditures by Division	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Administration	399,003	403,243	478,222	425,044	487,331
Accounting	774,658	831,447	817,096	829,274	847,356
Purchasing	210,402	218,995	245,708	215,814	255,693
Human Resources	582,506	592,043	604,282	631,995	643,559
Municipal Court	630,006	609,410	667,541	621,440	671,227
Risk Management	9,618,365	10,374,066	9,845,233	8,754,315	10,295,081
Total	12,214,942	13,029,204	12,658,082	11,477,881	13,200,247

<u>ADMINISTRATIVE SERVICES</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2012</u>	<u>2013</u>
Administrative Services Director	1	1	1	1	1
Controller	0	1	1	1	1
Managing Director of Financial Services	1	0	0	0	0
Budget Manager	1	1	1	1	1
Financial Analyst	0	0	0	0	1
Administrative Service Coordinator	1	1	1	1	1
GHA Executive Director	1	1	1	1	1
Accountant	1	1	0	0	0
Internal Auditor	1	1	1	1	1
Payroll/Accounting Tech	1	1	1	1	1
Sr. Accountant	1	1	2	2	2
Accounting Technician	1	1	1	1	1
Purchasing Agent	1	1	1	1	1
Purchasing Coordinator	1	1	1	1	1
Sr. Warehouse Worker	1	1	1	1	1
Acct Payable Clerk	0.5	0.5	0.5	0.5	0.5
Personnel Director	1	1	1	1	1
Secretary	1	1	1	0	0
Personnel Analyst II	1	1	1	1	1
Personnel Analyst I	1	1	1	1	1
Personnel Specialist	0	0	0	1	1
Personnel Coordinator	0	0	0	1	1
Personnel Technician	1	1	1	0	0
Municipal Court Manager	1	1	1	1	1
Municipal Court Supervisor	1	1	1	1	1
Municipal Court Clerk	3	3	3	3	3
Cashier	1	1	1	1	1
Clerk Typist	1	1	1	1	1
Municipal Court Judge	1	1	1	1	1
Risk Manager	1	1	1	1	1
Benefits/Claims Coordinator	1	1	1	1	1
Secretary	1	1	1	1	1
TOTAL FULL-TIME POSITIONS	29.50	29.50	29.50	29.50	30.50

PART-TIME POSITIONS

Budget Assistant	0.17	0.09	0.09	0.09	0.09
Personnel Assistant	0.00	0.00	0.00	0.48	0.48
Clerk Typist/Receptionist	0.15	0.15	0.15	0.15	0.15
TOTAL PART-TIME POSITIONS	0.32	0.24	0.24	0.71	0.71

**Administrative Services - Administration
100-105-1**

Expenditures by Major Object	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel Services	364,410	372,937	387,503	381,284	446,206
Supplies	22,728	21,763	22,500	22,823	26,500
Maintenance	0	0	0	0	0
Services	11,866	8,542	68,219	20,937	14,625
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	399,003	403,243	478,222	425,044	487,331

Objectives

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

Performance Indicators	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
GFOA Distinguished Budget Awards received	23	24	25	25	26
GFOA Budget Review "Outstanding" Ratings	11	13	14	12	14
Budget Amendment Requests processed	170	179	150	171	175
Budget Documents & CAFRs produced on CD	15	17	10	8	10
Purchasing requisitions reviewed and approved	NA	NA	NA	NA	200
Council agenda memos reviewed and approved	NA	NA	NA	NA	180
Monthly financial status reports completed	9	9	9	9	9

**Administrative Services - Accounting
100-105-2**

Expenditures by Major Object	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel Services	510,440	546,422	514,146	505,731	529,666
Supplies	16,828	13,280	20,000	23,171	22,800
Maintenance	0	0	0	0	0
Services	247,389	271,745	282,950	300,371	294,890
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	774,658	831,447	817,096	829,274	847,356

Objectives

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

<u>Performance Indicators</u>	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Number of Payroll Checks	20,820	20,350	21,200	19,473	20,000
Number of Accounts Payable	15,200	13,186	15,000	12,405	12,500

**Administrative Services - Purchasing
100-105-3**

Expenditures by Major Object	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel Services	201,305	211,399	220,076	200,703	231,861
Supplies	3,205	3,387	4,132	2,789	4,032
Maintenance	0	0	0	0	0
Services	5,892	4,210	21,500	12,322	19,800
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	210,402	218,995	245,708	215,814	255,693

Objectives

- Review / re-bid 95% of annual contracts without a gap in service.
- To establish at least 8 new annual contracts
- Reduce inventory
- Increase inventory turns
- Increase the number of solicitations because of the new e-bidding system

<u>Performance Indicators</u>	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Annual contracts with no gap in service	90%	90%	95%	97%	95%
Number of new contracts established	19	18	8	33	8
Reduce inventory to \$150,000	N/A	N/A	\$150,000	\$163,350	\$150,000
Increase inventory turns	N/A	N/A	3	2	3
Increase the number of solicitations utilizing e-bidding system	N/A	N/A	200	13	200

**Administrative Services - Human Resources
100-104-1**

Expenditures by Major Object	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel Services	480,018	481,085	491,375	512,828	529,302
Supplies	14,882	16,988	23,372	17,874	23,372
Maintenance	0	0	0	0	0
Services	87,606	93,970	89,535	101,293	90,885
Total	582,506	592,043	604,282	631,995	643,559

Objectives

- Advise, counsel and train supervisors on leadership skills, policy interpretation and disciplinary issues so that unemployment claims result from less than 10% of all terminations, employment-related lawsuits result from less than 1% of all terminations, and full-time employee turnover falls below 10%.
- Advertise each full-time vacancy through a minimum of 4 different sources to obtain a diverse application pool of at least 30 candidates on average for the hiring department to select from.
- Provide annual, mandatory training to all new employees on sexual harassment.
- Conduct new employee orientation to assimilate new employees into the organization successfully and quickly. New employee orientation will be scheduled no later than the third week of employment, on average, with the City. Business Culture Policy training for new hires will be conducted at least twice each year.
- Annually survey approximately 40 of Grapevine's benchmark jobs with other Metroplex area cities to maintain competitive salaries, at least at the 50th percentile of the Metroplex market.

<u>Performance Indicators</u>	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Training contacts made with employees/supervisors	153/82	50/180	100/100	88/128	100/100
Applications received annually	8,765	8,963	8,000	8,692	8,000
# of full/part-time new hires processed	34/121	35/120	50/120	18/50	50/120
# of full/part-time resignations/terms processed	32/105	40/100	40/100	36/68	40/100
Orientations held within 3 weeks of hire	69%	75%	75%	75%	75%
Payroll/benefit transactions performed	1,787	1,801	2,600	1,704	2,600
Employee turnover (full-time only)	6.35%	7.78%	8.50%	6.88%	8.50%
Full-time employees per 100 citizens	1.109	1.146	1.120	1.132	1.120
Personnel employees per 100 employees	0.913	0.809	0.930	0.874	0.930
Employees tracked on leave (FMLA, SL Pool, Personal Leave) or on Modified Duty	251	266	290	216	290

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

Expenditures by Major Object	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel Services	459,676	460,132	481,162	470,306	498,969
Supplies	22,289	25,464	26,800	20,689	23,185
Maintenance	700	735	7,255	2,940	10,693
Services	147,341	123,079	152,324	127,505	138,380
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	630,006	609,410	667,541	621,440	671,227

Objectives

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

<u>Performance Indicators</u>	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Number of cases filed per year with COG	26,579	19,735	26,794	24,144	26,794
Number of cases filed per year with DFW	2,360	2,093	2,100	1,716	2,100
Average number of minutes to process each case	20	20	20	20	20
Average number of minutes to process at window	25	25	25	25	25
Average number of hours to prepare for Jury Trial	4	4	4	4	4
Number of teens requesting Teen Court	356	344	350	388	350

**Administrative Services - Risk Management
100-109-1**

Expenditures By Major Object	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel Services	242,796	253,795	262,114	258,738	267,606
Supplies	12,480	10,908	17,975	12,433	17,585
Services	94,575	54,237	140,325	115,850	135,120
Capital Outlay	2,589	1,065	0	0	0
Property & Casualty	1,226,411	1,309,009	1,343,669	1,153,757	1,346,770
Health Insurance	8,039,514	8,745,052	8,081,150	7,213,537	8,528,000
Total	9,618,365	10,374,066	9,845,233	8,754,315	10,295,081

Objectives

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

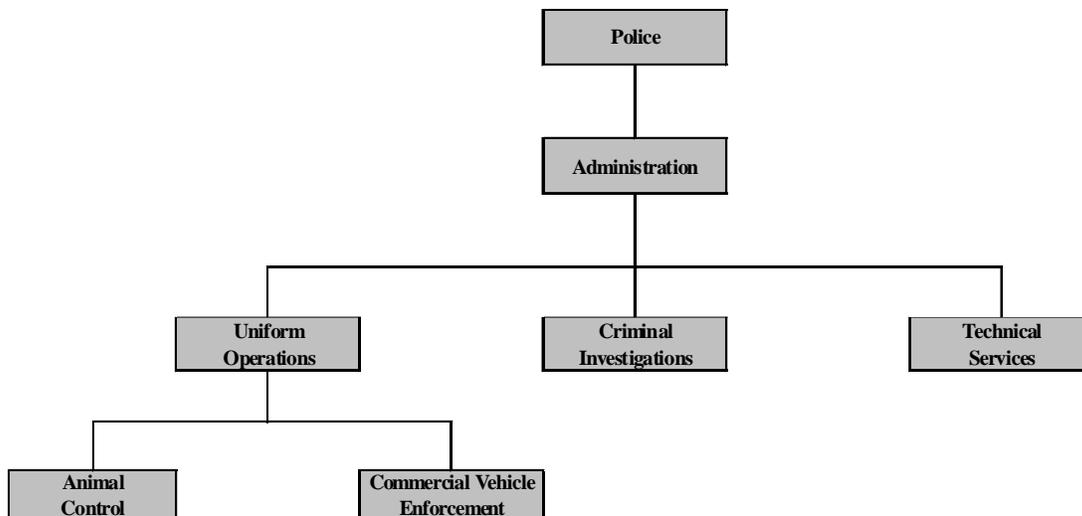
Performance Indicators	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Cost savings with SIR Program					
Insurance premium savings	\$594,500	\$590,400	\$655,400	\$537,500	\$655,400
% of premium savings	62%	64%	68%	59%	68%
Transfer litigation fees to excess carrier	\$205,700	\$158,500	\$205,100	\$114,512	\$205,100
Paid liability claims vs. total claims	15%	18%	19%	38%	19%
Recover subrogation revenue	\$398,686	\$295,100	\$355,500	\$99,247	\$355,500
Vehicle accidents	22	26	28	30	28
Fleet accidents as percentage of total fleet	7%	7%	8%	8%	8%
Worker's Compensation:					
Standard premium	\$1,241,499	\$1,169,437	\$1,205,300	\$1,112,299	\$1,205,300
Experience rated discounted premium	\$337,688	\$299,376	\$355,400	\$284,749	\$355,400
W/C premium savings	\$903,811	\$870,061	\$849,900	\$827,550	\$849,900
Worker's Compensation Injuries:					
Medical only injuries	27	37	44	37	44
Medical only injuries to total staff	4%	5%	7%	7%	7%
Lost time injuries	14	17	19	25	19
Lost time injuries to total staff	2%	4%	4%	4%	4%



Police

The Grapevine Police Department continually strives to provide the citizens of Grapevine as well as visitors to the City with the best possible service that ensures all citizens and visitors a safe and secure environment. The department is organized in the following divisions:

- Administration Includes the Office of the Chief of Police, Community Relations, Internal Affairs, Hiring, Training, Public Information and Volunteers
- Uniform Operations Includes Patrol Operations, Traffic Unit, Animal Control, Jail Operations S.W.A.T. and K9 Operations
- Criminal Investigations Includes of all case investigations plus Evidence & Property Unit, Special Investigative Unit, and Warrant Officers
- Technical Services Includes records, communications and emergency dispatch.
- Commercial Vehicle Enforcement Inspection of commercial vehicles for safety violations and enforcement of regulations to improve the safety of the roadways / freeways within the City limits.



Departmental Statistics

(for the fiscal year ended 9/30/12)

Number of stations	2
Calls for service	67,634
Number of traffic citations issued	23,817
Number of hazardous moving violations	10,161
Number of criminal offenses	1,366
Number of patrol units on duty	32
Average response time for all Priority 1 calls	3:44
Average response time for non-emergency calls	4:35
Number of animals impounded	1,609
Number of animals adopted	340

NOTE: Uniform Operations, Criminal Investigations, Technical Services and Commercial Vehicle Enforcement are funded via the CCPD.

FY 2012-13 APPROVED OPERATING BUDGET
DEPARTMENTAL SUMMARY
209 - POLICE

GENERAL FUND ONLY					
Expenditures by Division	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Administration	1,536,398	1,555,527	1,581,138	1,527,302	1,619,210
Animal Control	142,437	149,518	215,701	157,133	223,136
Total	1,678,835	1,705,046	1,796,839	1,684,435	1,842,346

<u>POLICE</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2012</u>	<u>2013</u>
Police Chief	1	1	1	1	1
Assistant Police Chief	1	1	1	1	1
Administrative Manager	1	1	1	1	1
Lieutenant	1	1	1	1	1
Sergeant	3	3	3	3	3
Sr. Officer	6	5	6	6	6
Animal Control Supervisor	1	1	1	1	1
Animal Control Officer	2	2	2	2	2
TOTAL FULL-TIME POSITIONS	16.00	15.00	16.00	16.00	16.00

TOTAL GENERAL FUND POSITIONS	16.00	15.00	16.00	16.00	16.00
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**Police - Administration
100-209-1**

Expenditures by Major Object	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel Services	1,387,622	1,426,398	1,424,386	1,387,939	1,453,773
Supplies	82,429	51,382	70,082	46,869	69,657
Maintenance	572	409	2,850	458	2,850
Services	65,775	77,338	83,820	92,036	92,930
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	1,536,398	1,555,527	1,581,138	1,527,302	1,619,210

Objectives

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

<u>Performance Indicators</u>	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Citizen's police academy classes	6	2	2	2	2
Mandate TCLEOSE training requirements for all personnel	500%	100%	100%	100%	100%
Conduct a review of the General Manual and divisional operating procedures	5	1	1	3	1
Conduct crime prevention seminars	NA	55	60	246	200

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

Expenditures by Major Object	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel Services	119,406	128,076	176,277	133,922	182,712
Supplies	22,119	17,817	34,829	16,413	35,829
Maintenance	0	0	0	15	0
Services	913	3,625	4,595	6,784	4,595
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	142,437	149,518	215,701	157,133	223,136

Objectives

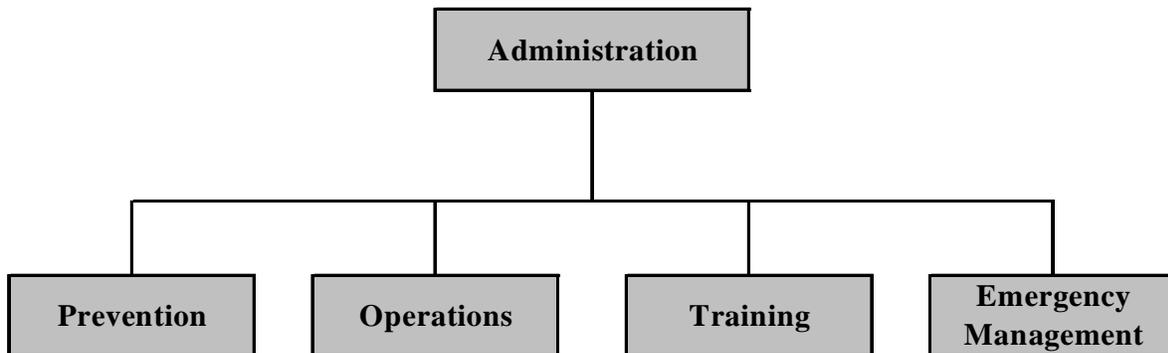
- Provide educational programs to students in the Grapevine-Colleyville Independent School District and local service organizations.
- Provide animal adoption services.
- Provide protective enforcement of City ordinances regulating domestic and wild animals.

<u>Performance Indicators</u>	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Number of educational presentations delivered	51	55	190	181	190
Number of animals adopted	229	198	200	340	300
Number of animals impounded	1,074	1,321	1,200	1,609	1,500



Fire

The Grapevine Fire Department is a team of dedicated professionals providing not only fire suppression functions but also advanced life support Emergency Medical Services, rescue services, fire prevention, public education, fire/arson investigation, hazardous materials response, water rescue, and community emergency management.



Departmental Statistics

(for the fiscal year ended 9/30/12)

Number of stations	5
Number of fire runs	5,135
Number of EMS runs	3,026
Percentage of emergency incident response time less than 5 minutes	76.6%
Number of fire inspections performed	4,620
Number of homes visited in smoke detector campaign	1,988
Number of smoke detectors installed	521
Number of smoke detector batteries installed	200

FY 2012-13 APPROVED OPERATING BUDGET
GENERAL FUND DEPARTMENTAL SUMMARY
210 - FIRE

Expenditures by Division	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Administration	613,937	635,802	693,241	675,335	817,646
Prevention	390,074	427,657	494,496	465,775	529,719
Operations	8,710,607	8,982,846	8,923,883	8,949,420	9,503,897
Training	274,289	273,832	305,983	326,567	147,326
Emergency Management	114,893	122,204	150,133	124,817	140,741
Total	10,103,801	10,442,343	10,567,736	10,541,913	11,139,329

<u>FIRE</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2012</u>	<u>2013</u>
Fire Chief	1	1	1	1	1
Assistant Fire Chief	1	0	0	0	0
Deputy Chief	0	3	3	3	3
Administrative Secretary	1	1	1	1	1
Fire Marshal	1	0	0	0	0
Fire Inspector/Investigator	2	1	1	1	1
Emergency Management Coordinator	1	1	1	1	1
Training Officer	1	0	0	0	0
Battalion Chief	3	3	3	3	3
Fire Captain	18	19	19	19	19
Driver/Engineer	18	18	18	18	18
Firefighter/Paramedic	44	48	48	48	48
Firefighter/EMT	7	4	4	4	4
Support Service Technician	1	1	1	1	1
Secretary	1	1	1	1	1
TOTAL FULL-TIME POSITIONS	100.00	101.00	101.00	101.00	101.00

<u>PART TIME POSITIONS</u>					
Fire Inspectors	1.20	1.17	1.17	1.17	1.17
TOTAL PART TIME POSITIONS	1.20	1.17	1.17	1.17	1.17

TOTAL FIRE POSITIONS	101.20	102.17	102.17	102.17	102.17
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**Fire - Administration
100-210-1**

<u>Expenditures by Major Object</u>	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel Services	377,875	360,802	365,699	360,607	463,766
Supplies	32,342	25,596	29,064	23,704	27,664
Maintenance	415	27,260	28,770	21,683	21,920
Services	203,305	222,146	269,708	269,342	304,296
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	613,937	635,802	693,241	675,335	817,646

Objectives

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

<u>Performance Indicators</u>	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Streamline payroll system and reduce the use of paper forms	NA	NA	50%	50%	50%
Promote volunteer opportunities within the fire administration (hours)	NA	NA	2,500	1,569	2,500
Percentage of customer satisfaction surveys returned	NA	NA	100%	98%	100%
Conduct 12 employee meetings	NA	12	12	18	12

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

Expenditures by Major Object	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel Services	335,067	389,832	424,430	413,100	459,533
Supplies	38,094	29,188	57,566	42,128	46,186
Maintenance	297	162	1,000	464	1,000
Services	16,616	8,475	11,500	10,082	13,000
Capital Outlay	0	0	0	0	10,000
Transfers	0	0	0	0	0
Total	390,074	427,657	494,496	465,775	529,719

Objectives

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

<u>Performance Indicators</u>	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Fire inspections	4,074	3,500	4,000	4,620	4,000
Fire prevention programs	130	100	150	44	150
TCLEOSE / TCFP certifications	10	10	10	5	10
Conduct Citizens Fire Academy	1	1	1	1	1
Install Smoke Detectors	474	300	400	521	400

**Fire - Operations
100-210-3**

<u>Expenditures by Major Object</u>	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel Services	8,227,897	8,277,764	8,519,750	8,276,310	8,894,563
Supplies	365,127	344,969	376,864	394,398	492,195
Maintenance	37,060	14,082	9,365	17,861	9,647
Services	71,937	3,571	7,904	10,474	49,741
Capital Outlay	8,585	342,461	10,000	250,376	57,751
Transfers	0	0	0	0	0
Total	8,710,607	8,982,846	8,923,883	8,949,420	9,503,897

Objectives

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

<u>Performance Indicators</u>	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Respond to 90% of 911 calls in 1st alarm district in 5 minutes or less	2,356	7,024	7,000	5,735	7,000
Reduce number of on-scene Firefighter injuries by 40%	9	20	20	10	20
Perform engine company, ladder company, and MICU company evaluations to ensure operational readiness.	4	36	40	40	40
Perform regular fitness assessments and physical conditioning program for all firefighters	NA	90	91	96	91

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

Expenditures by Major Object	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel Services	198,090	206,900	212,576	209,661	0
Supplies	6,555	2,702	3,280	2,407	2,980
Maintenance	0	0	0	0	0
Services	69,645	64,231	90,127	114,499	144,346
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	274,289	273,832	305,983	326,567	147,326

Objectives

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

<u>Performance Indicators</u>	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Provide a minimum of 20 hours TCFP training per firefighter	15	20	20	20	20
Provide a minimum of 36 hours TDH EMS training per firefighter	36	36	36	36	36
Provide training to insure operational readiness of specialized rescue	18	15	16	16	16
Provide leadership classes for current and future officers	6	16	16	16	16

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

Expenditures by Major Object	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel Services	95,562	101,211	103,101	97,981	106,819
Supplies	8,857	15,590	11,632	7,138	11,932
Maintenance	0	0	0	0	0
Services	10,475	5,403	20,400	5,698	21,990
Capital Outlay	0	0	15,000	14,000	0
Transfers	0	0	0	0	0
Total	114,893	122,204	150,133	124,817	140,741

Objectives

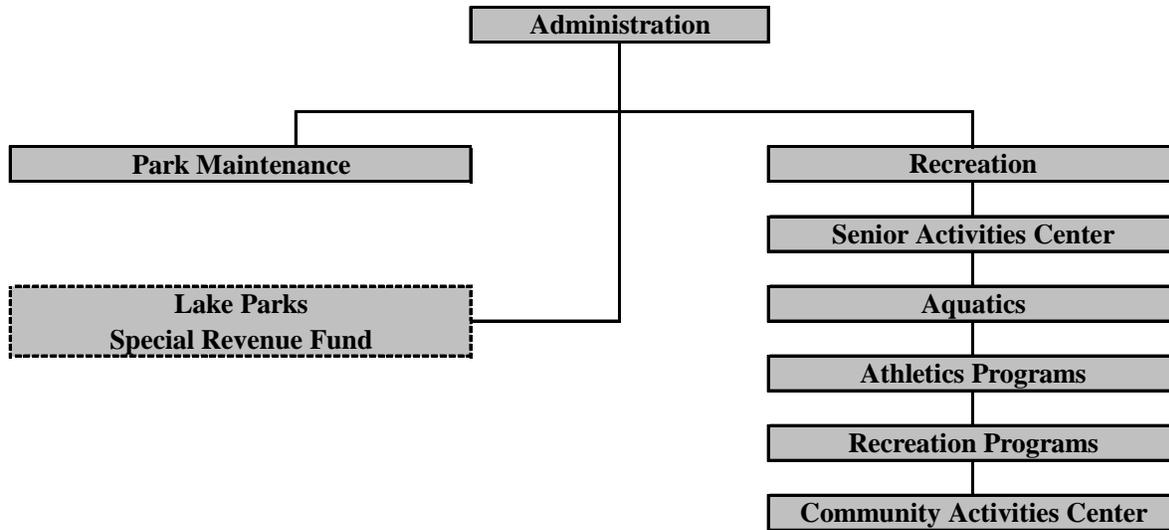
- Deliver a public information brochure to a wide audience at least semi-annually.
- Update the Emergency Management website to post seasonal information quarterly.
- Design and conduct one tabletop exercise annually.
- Complete the update of Emergency Operations Plan and Annexes.
- Report and file all Tier 1 & 2 submittals.
- Test all outdoor warning sirens monthly.

<u>Performance Indicators</u>	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Public Education and Outreach	2	8	4	4	4
Update Emergency Management website	4	4	4	2	4
Design and conduct tabletop exercise	1	1	1	1	1
Complete the update of the Emergency Management Plan	100%	100%	100%	100%	100%
Maintain all Tier 1 & 2 submittals for accessibility by state, local and federal agencies	100%	100%	100%	67%	100%
Monitor and test warning sirens	100%	100%	100%	100%	100%



Parks and Recreation

The Parks and Recreation Department is dedicated to providing quality leisure activities to all Grapevine citizens. Our available resources are Lake Grapevine, the Community Activities Center (CAC), the Senior Activities Center (SAC), Dove and Pleasant Glade Swimming Pools, more than 26 individual parks, more than 22 miles of hard surface trails, and over 700 acres of park land.



Departmental Statistics

(for the fiscal year ended 9/30/12)

Total Recreation division program registrations	67,382
Total acres maintained (including parks, medians and rights-of-way)	1,662
Number of classes/programs/special events offered at SAC	1,096
Number of SAC participants (facility users)	21,981
Number of CAC fitness room users	83,138
Number of CAC memberships (individual and family)	7,519
Number of recreation program registrants (youth and adult)	27,193
Number of athletics league registrants (youth and adult)	17,550
Total public swim attendance	38,274

FY 2012-13 APPROVED OPERATING BUDGET
GENERAL FUND DEPARTMENTAL SUMMARY
312 - PARKS AND RECREATION

Expenditures by Division	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Administration	529,671	605,343	550,829	575,237	589,666
Senior Activities Center	332,209	281,143	350,346	341,396	363,875
Park Maintenance	3,413,709	3,550,049	3,338,574	3,498,699	3,731,348
Recreation	463,326	466,274	509,089	482,175	528,931
Aquatics	315,197	320,750	355,644	314,836	359,268
Athletics Programs	330,387	396,208	354,765	466,263	405,951
Recreation Programs	428,492	413,407	427,715	372,607	428,272
Community Activities Center	294,336	498,130	488,461	495,664	512,324
Total	6,107,327	6,531,305	6,375,423	6,546,876	6,919,635

<u>PARKS & RECREATION</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2012</u>	<u>2013</u>
Parks & Recreation Director	1	1	1	1	1
Assistant Parks & Recreation Director	0.5	1.5	1.5	1.5	1.5
Administrative Coordinator	1	1	1	1	1
Secretary	1	1	1	1	1
Marketing Manager	1	1	1	1	1
Volunteer Services Manager	0	1	1	1	1
Recreation Superintendent	1	1	1	1	1
Recreation/Aquatics Supervisor	1	1	1	1	1
Athletic Supervisor	1	1	1	1	1
Community Activities Center Supervisor	1	1	1	1	1
Recreation Coordinator	5	5	5	5	5
Contract Compliance Coordinator	1	0	0	0	0
Parks Superintendent	1	0	0	0	0
Park Manager	0	1	1	1	1
Park Foreman	3	2	2	2	2
Athletics Groundskeeper	0	1	1	1	1
Parks Crew Leader	2	2	2	2	2
Equipment Operator I	4	4	4	4	4
Irrigation Technician II	2	2	2	2	2
Irrigation Technician I	1	1	1	1	1
Horticulturalist	1	1	1	1	1
Crew Worker	5	5	5	5	5
Sr Activities Center Director	1	1	1	1	1
Asst. Sr. Activities Center Director	1	1	1	1	1
TOTAL FULL-TIME POSITIONS	35.50	36.50	36.50	36.50	36.50

FY 2012-13 APPROVED OPERATING BUDGET
GENERAL FUND DEPARTMENTAL SUMMARY
312 - PARKS AND RECREATION

<u>PART-TIME POSITIONS</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2012</u>	<u>2013</u>
Crew Worker (Seasonal)	2.810	2.810	2.810	2.810	2.810
Recreation Coordinator	0.500	0.500	0.500	0.500	1.000
Community Resource Coordinator	0.620	0.000	0.000	0.000	0.000
RCA I	3.236	3.236	3.236	3.236	3.236
RCA II	7.883	7.883	7.883	7.883	7.883
Intern	0.270	0.270	0.270	0.270	0.270
Recreation Specialist	4.718	4.718	4.718	4.718	4.718
Bus Driver	0.980	0.980	0.980	0.980	0.980
SAC Instructor	0.880	0.000	0.000	0.000	0.000
Pool Manager	0.957	0.957	0.957	0.957	0.957
Assistant Pool Manager	0.980	0.980	0.980	0.980	0.980
Learn to Swim Coordinator	0.520	0.520	0.520	0.520	0.520
WSI	0.395	0.395	0.395	0.395	0.395
Swim Lesson Aide	0.352	0.352	0.352	0.352	0.352
Lifeguard	5.043	5.043	5.043	5.043	5.043
Cashier	0.837	0.837	0.837	0.837	0.837
TOTAL PART-TIME POSITIONS	30.981	29.481	29.481	29.481	29.981
TOTAL GENERAL FUND	66.481	65.981	65.981	65.981	66.481

Parks & Recreation - Administration
100-312-1

Expenditures by Major Object	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel Services	427,721	448,036	466,129	456,462	497,166
Supplies	25,159	30,730	36,200	40,802	40,000
Maintenance	0	0	0	0	0
Services	76,791	126,577	48,500	77,974	52,500
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	529,671	605,343	550,829	575,237	589,666

Objectives

-
- Optimize resources and budget to maximize citizens exposure to parks and leisure services in Grapevine
- Utilize marketing to maximize sponsorships, promote attendance, and educate Grapevine Citizens about departmental events, parks, programs, and lake park opportunities.
- Utilizing a volunteer based workforce, coordinate and cooperate with the Keep Grapevine Beautiful organization and the Solid Waste Program to promote a "Cleaner, Greener, Grapevine".

Performance Indicators	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Grant dollars Approved	\$10,000	\$8,300	\$10,000	\$3,000	\$10,000
Number of areas adopted by citizens	65	76	78	68	78
Sponsorship dollars secured	\$14,500	\$14,750	\$15,000	\$11,930	\$15,000
Volunteer hours	10,434	11754	14,000	17,255	14,000
Value of volunteer hours	\$227,669	\$256,590	\$305,620	\$357,357	\$305,620

**Parks & Recreation - Senior Activities Center
100-312-2**

Expenditures by Major Object	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel Services	294,729	241,197	300,161	293,829	310,750
Supplies	27,360	33,008	39,850	40,683	42,350
Maintenance	0	0	0	0	0
Services	10,120	6,937	10,335	6,883	10,775
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	332,209	281,143	350,346	341,396	363,875

Objectives

- To achieve and maintain a 95% customer satisfaction rating with all programs, activities and services.
- Survey a minimum of 12 programs per year.
- Maintain quality in all aspects of the Senior Activities Center.

<u>Performance Indicators</u>	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Customer surveys completed / satisfaction rate	12 / 98.78%	12 / 98%	12 / 95%	205 / 99.8%	12 / 95%
Number of special events, classes and programs offered / made	734 / 726	700 / 690	650 / 625	1096 / 1076	650 / 625
Average number of daily riders in City vehicles	58	58	55	51	55
Senior Mover trips requested / provided	224 / 197	220 / 190	315 / 290	263 / 258	315 / 290
Persons registered for SAC programs	10,103	10,000	8,500	5,803	8,500
Total participants (facility users)	22,702	22,000	22,000	21,981	22,000

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

Expenditures by Major Object	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel Services	1,101,223	1,178,349	1,155,210	1,165,557	1,171,784
Supplies	204,578	162,505	200,164	205,526	196,864
Maintenance	331,951	190,125	144,000	171,342	189,000
Services	1,763,682	2,019,070	1,839,200	1,956,273	2,133,700
Capital Outlay	12,275	0	0	0	40,000
Transfers	0	0	0	0	0
Total	3,413,709	3,550,049	3,338,574	3,498,699	3,731,348

Objectives

- Conduct monthly playground safety inspections and make necessary repairs.
- Retrofit playgrounds and parks to meet ADA accessibility requirements.
- Evaluate aging landscapes at City facilities and medians, and replace as funding becomes available.
- Conduct monthly shop safety inspections to meet new citywide safety program standards. Make All necessary corrections within the allotted time frame.
- Conduct monthly inspections of facilities, parks, medians and trails from October to March and bi-monthly inspections April through September and make necessary repairs.

Performance Indicators	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Total park acres maintained	1,522	1,522	1,522	1,522	1,522
Total ROW and median acres maintained	137	140	140	140	140
Total acres maintained	1,659	1,662	1,659	1,662	1,662
Total acres under irrigation	200	200	210	210	210
Playgrounds maintained	35	35	35	35	35
ADA / CPSC playgrounds retrofitted	4	3	2	1	2
Facility / median landscapes enhanced	5	2	2	3	2
Customer satisfaction rate	100%	100%	96%	100%	96%
Man hours per non-department events	4,515	4,500	4,500	5,150	4,500

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

Expenditures by Major Object	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel Services	402,113	404,674	437,997	415,903	446,599
Supplies	27,116	27,317	26,332	32,492	38,132
Maintenance	11	0	0	0	0
Services	34,086	34,284	44,760	33,780	44,200
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	463,326	466,274	509,089	482,175	528,931

Objectives

- Achieve and maintain an overall minimum customer satisfaction rating of 95% with all programs, facilities and services.
- Achieve 100% employee satisfaction rating with internal communication.
- Achieve 100% employee rating regarding employee training programs.

<u>Performance Indicators</u>	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Total program registrations	53,782	53,800	50,000	67,382	60,000
Customer satisfaction rate	97.87%	96.00%	95.00%	95.11%	95.00%
Internal communication overall satisfaction rating	84.04%	95.00%	100.00%	97.00%	100.00%
Employee training effectiveness rating	98.70%	98.00%	100.00%	97.00%	100.00%

**Parks & Recreation - Aquatics
100-312-5**

Expenditures by Major Object	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel Services	218,981	222,183	257,344	229,574	259,768
Supplies	52,574	44,964	47,400	48,946	47,000
Maintenance	12,119	17,995	18,000	6,241	17,000
Services	31,523	35,609	32,900	30,074	35,500
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	315,197	320,750	355,644	314,836	359,268

Objectives

- To achieve and maintain a 96% satisfaction rating with all programs, activities and services.
- To achieve a class success rate of 90%.
- To register at least 1,600 people in the Learn To Swim program.
- To survey each swim class during each of the five summer sessions in order to achieve at least 475 survey responses.

Performance Indicators	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Total public swim attendance	33,039	31,744	38,000	38,274	38,000
Learn To Swim participants	1,188	1,051	1,500	1,001	1,500
Special event attendance	743	341	1,500	284	1,500
Customer surveys / satisfaction rate	400 / 96.5%	475 / 96%	475 / 96%	500 / 99%	475 / 96%
Swim team participants	142	128	140	157	140
Class success rate	82.75%	90.00%	85.00%	91.00%	85.00%

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

Expenditures by Major Object	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel Services	31,650	39,735	57,865	40,204	57,851
Supplies	45,325	61,159	54,580	59,658	56,780
Maintenance	1,180	655	2,980	440	2,980
Services	252,232	294,659	239,340	365,961	288,340
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	330,387	396,208	354,765	466,263	405,951

Objectives

- To achieve and maintain participant numbers for youth and adult programs.
- To achieve and maintain a 96% customer satisfaction with a programs, activities and services.
- To achieve and maintain a 110% cost recovery for all programs and leagues.

<u>Performance Indicators</u>	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Athletic leagues / youth registrants	6 / 4,100	7 / 4,750	7 / 4,250	12 / 7,014	7 / 4,250
Athletic leagues / adult registrants	17 / 9,025	18 / 9,500	18 / 10,000	22 / 10,536	18 / 10,000
Sport camps / youth registrants	2 / 252	7 / 200	5 / 200	7 / 282	5 / 200
Customer satisfaction rate	97%	97%	96%	96%	96%
Percent of cost recovery	113%	120%	110%	133%	110%

Parks & Recreation - Recreation Programs
100-312-7

Expenditures by Major Object	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel Services	39,201	38,199	50,070	32,916	50,627
Supplies	71,544	64,831	56,100	54,864	55,100
Maintenance	0	0	0	0	0
Services	317,747	310,377	321,545	284,827	322,545
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	428,492	413,407	427,715	372,607	428,272

Objectives

- A minimum of 20,000 participants in recreation programs
- To achieve and maintain a success rate of 80%
- Achieve and maintain a 125% cost recovery ratio for all programs.
- To maintain a 96% satisfaction rating.
- To survey 200 classes, programs and activities.

Performance Indicators	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Youth registered in recreation programs	11,576	12,000	11,000	13,243	11,000
Adults registered in recreation programs	10,234	11,000	10,000	13,950	10,000
Customer satisfaction rate	97.60%	96.00%	96.00%	99.00%	96.00%
Cost recovery	159.00%	163.00%	135.00%	158.00%	135.00%
Class success rate	83.50%	83.00%	82.00%	86.00%	82.00%

**Parks & Recreation - CAC
100-312-8**

Expenditures by Major Object	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel Services	227,533	424,383	426,896	425,739	439,129
Supplies	45,954	56,037	44,670	53,293	50,800
Maintenance	5,376	5,009	5,000	5,040	5,000
Services	15,473	12,702	11,895	11,591	17,395
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	294,336	498,130	488,461	495,664	512,324

Objectives

- To achieve and maintain a 96% customer satisfaction rating on all programs, activities and services.
- To maintain 8,000 active CAC memberships throughout the fiscal year.
- To maintain a 100% 48-hour response rate on citizen request forms.
- To achieve and maintain a 50% retention rate of existing memberships.
- To maintain a minimum average of 90 users per hour.

Performance Indicators	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Customer surveys / satisfaction rate	1 / 98.4%	1 / 97%	1 / 96%	1 / 95%	1 / 96%
Citizen request forms received / responded to within 48 hours	23 / 23	12	20	14	20
Average facility uses per hour	107	108	95	95	95
Family memberships	5,161	5,100	5,000	4,658	5,000
Individual memberships	2,969	3,000	3,000	2,861	3,000
Retention rate	49%	50%	50%	51%	50%
Classroom occupancy rate	25%	25%	25%	26%	25%
Annual number of track users	36,560	33,000	28,000	29,248	28,000
Annual number of fitness room users	88,031	82,000	75,000	83,138	75,000
Annual number of racquetball users	11,648	11,000	10,000	8,940	10,000
Annual number of open court users	52,971	47,000	42,000	47,564	42,000



Library

The Library provides access to information, cultural resources and opportunities for personal growth and enrichment in the most efficient and effective way possible.

In the Adult Services area you can find selected bibliographies, read book reviews submitted to our website, and submit your own book review. You can also find out information about upcoming events at the Library, request Interlibrary loans and find links to databases such as the Reference USA for business and residential information and online newspaper indexes.

In the Genealogy Room there is an extensive collection of books, CD-ROMs, databases, microfilm, and a host of other resources to encourage researchers in the discovery and documentation of their ancestors. The focus is on Texas and the South, but other areas of the country are being built up as researchers' interest indicates.

The children's collection contains classic and current favorites for all ages, from picture books to beginning readers to chapter books. We also have an extensive non-fiction collection containing a wealth of information for anyone with a homework assignment or just a curious mind. New books, Newbery and Caldecott award winners, Bluebonnet books, and reference volumes are prominently displayed for the convenience of our patrons, and recommended reading lists are available at the Children's Desk.

The Teen Zone is an area of the Grapevine Public Library specifically created for teens. Books on the Lone Star and Tayshas reading lists are prominently displayed just below the library's collection of new fiction for teens. The library subscribes to numerous teen magazines, such as Teen People, Electronic Gaming Monthly, and Seventeen. There are also two computers with databases, word processing, and internet access for those with library cards or with parental permission for temporary computer access.

Departmental Statistics

(for the fiscal year ended 9/30/12)

Number of volumes	186,817
Annual circulation	316,236
Number of materials purchased	12,000
Number of reference questions answered	13,000
Number of visitors	194,209
Number of computer terminals	36
Number of computer users	41,252
Hours of computer usage	30,862
Average waiting time to check out materials (minutes)	3

FY 2012-13 APPROVED OPERATING BUDGET
GENERAL FUND DEPARTMENTAL SUMMARY
313 - LIBRARY

Expenditures by Major Object	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel Services	1,190,454	1,137,138	1,341,730	1,178,390	1,381,998
Supplies	295,052	293,819	307,151	278,595	309,114
Maintenance	500	500	500	500	1,000
Services	47,093	40,344	43,334	43,974	46,872
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	1,533,099	1,471,800	1,692,715	1,501,459	1,738,984

LIBRARY	2010	2011	2012	2012	2013
Library Director	1	1	1	1	1
Library Manager	1	1	1	1	1
Librarian II	5	5	5	5	5
Library Technician	0	0	0	1	1
Circulation Services Librarian	1	1	1	1	1
Acquisition Assistant	1	1	1	1	1
Children's Assistant Librarian	1	1	1	1	1
Library Assistant	1	1	1	1	1
TOTAL FULL-TIME POSITIONS	11.00	11.00	11.00	12.00	12.00

PART-TIME POSITIONS					
Children's Assistant Librarian	0.475	0.475	0.475	0.475	0.475
Librarian I	0.050	0.050	0.050	0.675	0.675
Librarian II	0.575	0.575	0.575	0.575	0.575
Library Technician	0.750	0.750	0.750	0.664	0.664
Library Assistant	11.500	10.255	10.255	8.360	8.360
Library Aide	2.850	2.850	2.850	2.850	2.850
TOTAL PART-TIME POSITIONS	16.20	14.96	14.96	13.60	13.60

TOTAL LIBRARY POSITIONS	27.20	25.96	25.96	25.60	25.60
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**Library - Administration
100-313-1**

Expenditures by Major Object	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel Services	1,190,454	1,137,138	1,341,730	1,178,390	1,381,998
Supplies	295,052	293,819	307,151	278,595	309,114
Maintenance	500	500	500	500	1,000
Services	47,093	40,344	43,334	43,974	46,872
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	1,533,099	1,471,800	1,692,715	1,501,459	1,738,984

Objectives

- Provide patrons remote access to downloadable materials
- Provide homework assistance for children and young adults.
- Provide expanded resources in the Genealogy area.
- Provide teen volunteers opportunities in all departments.

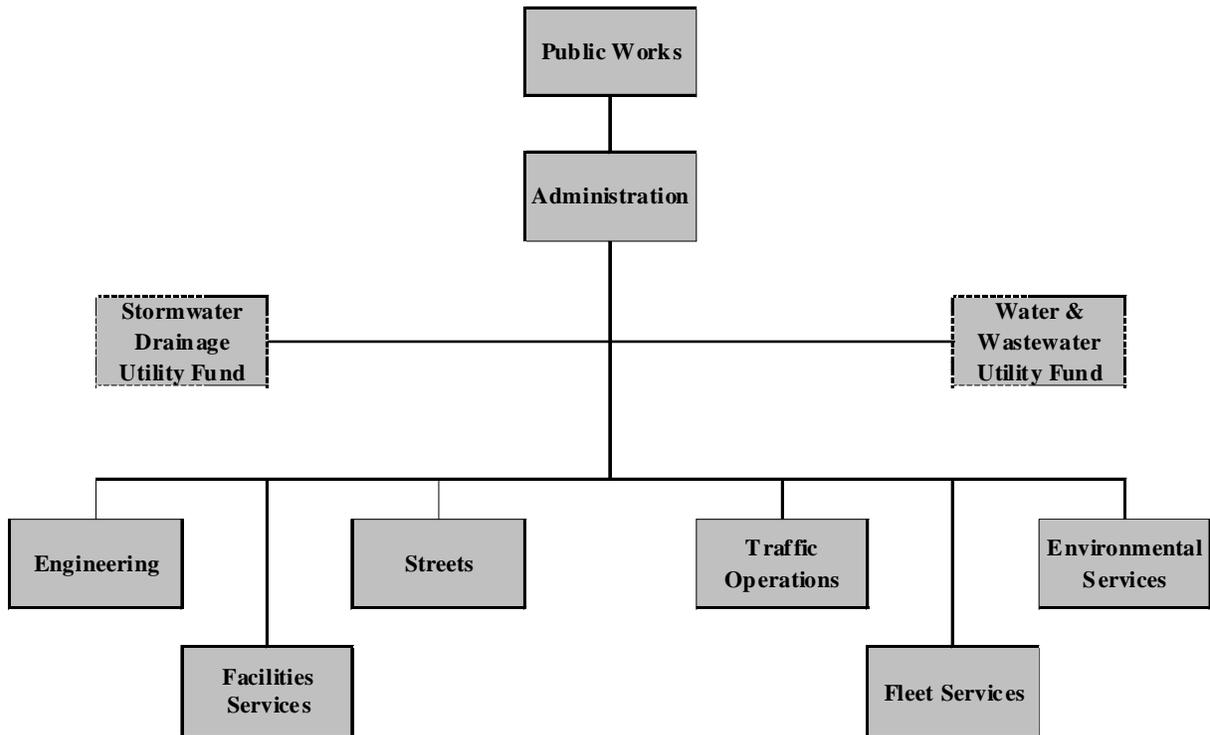
<u>Performance Indicators</u>	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Average waiting time to check out materials (minutes)	3	3	3	4	3
Reference questions answered	16,786	13,000	12,000	13,078	12,000
Number of materials purchased	11,935	12000	11,500	8,806	11,500
Percent of first time checkouts on Express Check	93%	95%	96%	96%	96%
Electronic database usage	NA	NA	100,000	141,485	100,000



Public Works

The Public Works Department is responsible for protecting the public welfare through the maintenance, design and construction of the following:

- City Streets
- City Fleet
- City Buildings
- Water Distribution & Treatment Facilities
- Traffic Signals
- Wastewater Collection & Treatment Facilities
- Environmental & Hazardous Waste



Departmental Statistics

(for the fiscal year ended 9/30/12)

Number of plats processed	30
Square yards of overlay completed	54,958
Square feet of concrete rehabilitated	26,773
Number of blocks crack-sealed	202
Linear feet of water lines constructed	5,694
Linear feet of wastewater lines constructed	19,874
Number of facilities maintained	96
Facilities maintenance major work orders completed	7,291
Non-Emergency work orders completed within seven working days	97%
Average number of fleet maintenance work orders completed monthly	206

FY 2012-13 APPROVED OPERATING BUDGET
GENERAL FUND DEPARTMENTAL SUMMARY
415 - PUBLIC WORKS

Expenditures by Division	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Administration	398,035	377,858	399,640	407,259	406,626
Engineering	892,505	781,938	811,552	758,044	852,316
Streets	1,339,192	1,375,206	1,504,256	1,399,924	1,596,914
Traffic	1,006,715	1,044,852	1,118,617	1,067,195	1,135,029
Environmental Services	263,043	260,019	288,026	275,862	295,802
Facilities Services	1,750,861	1,686,896	1,779,527	1,636,428	1,781,472
Fleet Services	1,248,737	1,366,710	1,354,893	1,435,872	1,548,012
Total	6,899,088	6,893,479	7,256,511	6,980,584	7,616,171

<u>PUBLIC WORKS</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2012</u>	<u>2013</u>
Public Works Director	0.5	0.5	0.5	0.5	0.5
Administrative Manager	1	1	1	1	1
Secretary	1	1	1	1	1
Deputy Director Public Works	0.5	0.5	0.5	0.5	0.5
Senior Civil Engineer	1.5	1	1	1	1
Engineering Manager	1	1	1	1	1
Chief Construction Inspector	1	1	1	1	1
Construction Inspector	2	1	1	1	1
Engineering Technician	2	2	2	2	2
Assistant PW Director/Operations	0.5	0.5	0.5	0.5	0.5
Administrative Manager	0.5	0.5	0.5	0.5	0.5
Street/Drainage Manager	1	1	1	1	1
Street Foreman	2	2	2	2	2
Equipment Operator III	2	2	2	2	2
Equipment Operator II	3	3	3	3	3
Equipment Operator I	8	8	8	8	8
Crew Leader	3	3	3	3	3
Traffic Operations Manager	1	1	1	1	1
Traffic Foreman	1	1	1	1	1
Signal Tech II	1	1	1	1	1
Signal Tech I	1	1	1	1	1
Traffic Tech II	1	1	1	1	1
Traffic Tech I	2	2	2	2	2
Secretary	0.5	0.5	0.5	0.5	0.5

FY 2012-13 APPROVED OPERATING BUDGET
GENERAL FUND DEPARTMENTAL SUMMARY
415 - PUBLIC WORKS

<u>PUBLIC WORKS (continued)</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2012</u>	<u>2013</u>
Assistant PW Dir. / Transport. & Utilities	0.5	0.5	0.5	0.5	0.5
Traffic Engineer	1	1	1	1	1
Facility Services Manager	1	1	1	1	1
Facilities Services Foreman	1	1	1	1	1
Sr. Building Maintenance Technician	2	2	2	2	2
Facility Svc. Coordinator	1	1	1	1	1
Building Maintenance Technician II	2	2	2	2	2
Building Maintenance Technician I	2	2	2	2	2
Environmental Manager	1	1	1	1	1
Environmental Spec II	2	2	2	2	2
Fleet Services Manager	1	1	1	1	1
Secretary	1	1	1	1	1
Fleet Services Foreman	1	1	1	1	1
Fleet Warehouse Coordinator	1	1	1	1	1
Master Mechanic	3	4	3	3	3
Technical Trainer / Mechanic	0	0	0	0	1
Journeyman Mechanic	2	1	2	2	2
Fleet Worker	1	1	1	1	1
TOTAL FULL-TIME POSITIONS	61.50	60.00	60.00	60.00	61.00
PART-TIME POSITIONS					
Director of Transportation Projects	0.48	0.48	0.48	0.48	0.48
Civil Engineer	1.10	1.10	1.10	1.10	1.10
GIS Engineer Coordinator	0.60	0.60	0.60	0.60	0.60
GIS Engineer Tech	0.24	0.24	0.24	0.24	0.24
Laborer (Summer)	2.10	2.10	2.10	2.10	2.10
Secretary	1.40	0.90	0.90	0.90	0.90
TOTAL PART-TIME POSITIONS	5.92	5.42	5.42	5.42	5.42
TOTAL PUBLIC WORKS POSITIONS	67.42	65.42	65.42	65.42	66.42

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

Expenditures by Major Object	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel Services	331,907	338,008	338,642	350,843	344,593
Supplies	15,464	14,553	14,673	14,889	14,673
Maintenance	0	0	0	0	0
Services	50,664	25,297	46,325	41,526	47,360
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	398,035	377,858	399,640	407,259	406,626

Objectives

- Support Development in the City including Gaylord Hotel & CC Expansion on Corps Property.
- Maintain an active role in the design and construction of the DFW Connector Project by the CDA Team to insure that the interests of the City are protected.
- Participate with each private, non-residential development submitted in FY 2011 in the design and construction of needed thoroughfare roadway improvements utilizing GO bond funds available for this
- Provide assistance to the CDA Team as needed in acquisition of ROW for DFW Connector.
- Coordinate briefing meetings throughout the City relative to the DFW Connector Corridor.

<u>Performance Indicators</u>	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Citizen / Business Owner meetings - DFW Connector Corridor	3	6	12	12	12
Design and construct private / public thoroughfares serving developments	0	1	1	1	1
Assist in ROW & Easement acquisition for DFW Connector	1	20	10	10	10
Address Corps Issues - Gaylord Expansion	1	1	1	1	1

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

Expenditures by Major Object	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel Services	867,111	761,059	769,792	735,974	810,596
Supplies	7,306	8,831	15,471	8,381	15,471
Maintenance	0	0	0	0	0
Services	18,089	12,049	26,289	13,690	26,249
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	892,505	781,938	811,552	758,044	852,316

Objectives

- Award the Design Contract for the Hudgins Street Pedestrian & Roadway Improvements
- Monitor and Inspect the W & WW Relocations within the DFW Connector Corridor
- Review plat submittals promptly to provide responsive service to the developer.
- Review private development construction plans promptly to provide responsive service to the developer.
- Develop successful Capital Improvement Plan projects through detailed construction plans and meeting project design schedules.
- Ensure quality construction, reduce future maintenance costs, and maintain construction schedules of CIP projects through dedicated inspection and construction management.
- Ensure that CIP projects remain within allocated funding through detailed budget preparation, payment review, cost projection and records maintenance.
- Minimize response time for the public and respond to requests for information in a timely manner.

<u>Performance Indicators</u>	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Pavement constructed (square yards)	47,897	6,030	10,071	741	10,000
Water line constructed (linear feet)	10,449	12,654	11,558	5,694	12,000
Wastewater line constructed (linear feet)	33,149	24,776	24,954	19,874	24,000
Storm drain line constructed (linear feet)	424	5,846	455	6,825	1,000
Sidewalk constructed (square feet)	34,965	13,574	145,961	7,820	15,000
Plats processed	30	26	30	15	30
Design contracts awarded	1	1	1	1	1

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

<u>Expenditures by Major Object</u>	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel Services	1,058,210	1,088,285	1,190,225	1,127,111	1,228,206
Supplies	98,537	85,743	127,810	103,108	138,310
Maintenance	567	3,358	4,000	3,089	4,000
Services	181,879	197,819	182,221	166,616	181,698
Capital Outlay	0	0	0	0	44,700
Transfers	0	0	0	0	0
Total	1,339,192	1,375,206	1,504,256	1,399,924	1,596,914

Objectives

- Cut out and repair major street failures in advance of overlay and reconstruction programs.
- Install fabric underseal and overlay 90,000 square yards of streets.
- Wedge mill gutter lines prior to street overlay.
- Crack seal 200 blocks of streets.
- Utility cuts repaired within 7 working days.
- Cut out and repair 25,000 square feet of concrete for rehab.

<u>Performance Indicators</u>	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Square yards of overlay completed	101,100	99,000	90,000	54,958	90,000
Linear feet of gutter wedge milled	16,278	17,500	15,000	18,908	15,000
Linear feet of curb and gutter replaced	1,847	1,600	1,500	2,505	1,500
Number of blocks crack sealed	193	210	200	202	200
Square feet of concrete rehab	43,340	40,000	25,000	26,773	25,000

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

<u>Expenditures by Major Object</u>	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel Services	544,656	571,445	596,333	568,946	596,406
Supplies	29,438	28,830	34,064	31,658	34,364
Maintenance	23	0	0	0	0
Services	432,599	444,577	477,270	456,132	489,259
Capital Outlay	0	0	10,950	10,460	15,000
Transfers	0	0	0	0	0
Total	1,006,715	1,044,852	1,118,617	1,067,195	1,135,029

Objectives

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

<u>Performance Indicators</u>	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Annual maintenance of traffic signals [71]	0	0	71	19	71
Annual striping program [110,000 lf]	73,135	37,500	40,000	13,172	40,000
Repair / replace traffic signs	242	300	500	411	500
Replace crosswalks annually	12	7	20	4	20

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

Expenditures by Major Object	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel Services	197,609	200,784	210,098	206,066	217,874
Supplies	15,806	13,319	19,478	13,580	19,478
Maintenance	0	290	1,000	347	1,000
Services	49,628	45,627	57,450	55,869	57,450
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	263,043	260,019	288,026	275,862	295,802

Objectives

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

<u>Performance Indicators</u>	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Outreach and education initiatives	13	12	12	15	12
Field evaluation / audits of solid waste service provider	13	12	12	12	12
Inspections for backflow and cross-connection prevention	51	50	50	50	50
Inspections and sampling on industrial and commercial pre-treatment	58	50	50	59	50
Perform Phase II storm water audits	10	14	12	12	12
Implement Phase II storm water BMPs	24	24	24	24	24
Inventory Municipal Emissions	1	1	1	1	1

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

Expenditures by Major Object	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel Services	576,408	507,641	570,451	534,169	591,116
Supplies	60,555	58,033	60,333	55,729	61,933
Maintenance	228,104	229,209	219,541	233,881	239,280
Services	885,794	892,013	929,202	812,649	889,143
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	1,750,861	1,686,896	1,779,527	1,636,428	1,781,472

Objectives

- City Hall - Carpet replacement, restroom floor maintenance, Waterproofing Penthouse above Council Chambers, and Casework in CMO office.
- Community Activity Center - Carpet replacement
- Library - HVAC replacements and Efis repair and paint.
- Roof Program - continue program to evaluate current roof conditions, prioritize areas in need of repair, and forecast future capital needs. Fire Station 1 Roof replacement.
- Municipal Service Center - Painting.
- Police Department- Painting and HVAC replacements.
- Fire Stations - Station-1 Casework and Fencing. Sta. 2+3 -carpet replacement in sleeping area. Sta. 4- HVAC, build captains office, and ext. wood repair and paint. Sta. 5- Ext. wood repair and paint.
- Animal Control- Replacement of ceiling insulation in dog kennel area.

<u>Performance Indicators</u>	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Annual major work orders completed	6,241	7,275	6,000	7,291	7,200
Non-emergency work orders completed	98%	98%	95%	9%	95%
Annual emergency call outs (after hours)	67	72	80	71	80
Number of facilities maintained	96	96	96	96	96
Percent of preventative maintenance tasks	98%	97%	95%	98%	95%

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

<u>Expenditures by Major Object</u>	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel Services	624,263	630,997	651,358	640,018	704,642
Supplies	427,590	530,121	498,566	532,376	537,400
Maintenance	170,088	184,868	183,000	242,269	208,000
Services	26,796	20,724	21,969	21,209	33,470
Capital Outlay	0	0	0	0	64,500
Transfers	0	0	0	0	0
Total	1,248,737	1,366,710	1,354,893	1,435,872	1,548,012

Objectives

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

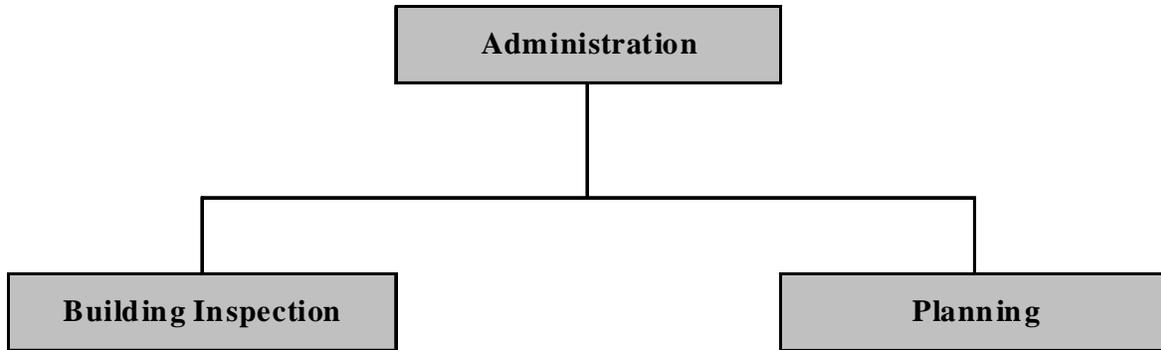
<u>Performance Indicators</u>	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Percent of user satisfaction with services	98%	98%	98%	91%	98%
Percent of total fleet availability (daily)	98%	98%	98%	93%	98%
Percent of repairs completed within 24 hours	96%	96%	96%	90%	96%
Average number of work orders performed monthly	300	300	300	206	300



Development Services

The mission of the Department of Development Service is to provide the highest quality professional services in the areas of comprehensive planning and research, economic development, building inspections and plan review, and code enforcement to all citizens of Grapevine, Texas.

The Department is responsible for protecting the public health, safety and welfare by coordinating all development activities in a manner responsive to citizen needs and growth management objectives. Through this coordination, the department seeks to accommodate projected growth and recognize the social diversity of the City to provide social equity and opportunities for all to achieve a desirable quality of life.



Departmental Statistics

(for the fiscal year ended 9/30/12)

Number of building permits issued	4,927
Total Construction Value	\$55,000,000
Building permit revenue collected	\$1,068,878
Total fees collected	\$1,532,750
Certificates of occupancy issued	482
Average number of days to respond to nuisance and zoning complaints	1
Average number of days for plan review comments to be forwarded to applicant:	
- residential	2.33
- signs	0.43
- commercial alterations and finish outs	2.38
- new commercial buildings	4.23

FY 2012-13 APPROVED OPERATING BUDGET
GENERAL FUND DEPARTMENTAL SUMMARY
417 - DEVELOPMENT SERVICES

Expenditures by Division	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Administration	178,126	176,074	189,763	182,161	195,696
Building Inspection	686,355	707,528	731,604	671,888	755,355
Planning	271,066	265,329	284,227	272,175	290,526
Total	1,135,548	1,148,931	1,205,594	1,126,223	1,241,577

<u>DEVELOPMENT SERVICES</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2012</u>	<u>2013</u>
Development Services Director	1	1	1	1	1
Code Enforcement Officer	2	2	2	2	2
Plans Examiner/Field Coordinator	1	1	1	1	1
Plans Examiner/Inspector	1	1	1	1	1
Building Inspector II	4	4	4	4	4
Development Services Assistant	1	1	1	1	1
Building Permit Clerk	2	2	2	2	2
Planner II	1	1	1	1	1
Planning & Development Manager	1	1	1	1	1
Planning Technician	1	1	1	1	1
TOTAL FULL-TIME POSITIONS	15.00	15.00	15.00	15.00	15.00

Development Services - Administration
100-417-1

Expenditures by Major Object	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel Services	158,015	159,765	166,063	163,384	171,996
Supplies	13,308	11,528	16,200	12,486	16,200
Maintenance	0	0	0	0	0
Services	6,804	4,781	7,500	6,291	7,500
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	178,126	176,074	189,763	182,161	195,696

Objectives

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

<u>Performance Indicators</u>	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Square feet of commercial construction	252,199	150,000	200,000	294,868	200,000
Square feet of industrial construction	9,300	2,000	2,000	1,950	2,000

Development Services - Building Inspections
100-417-2

Expenditures by Major Object	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel Services	636,437	643,912	664,816	612,660	650,499
Supplies	26,112	26,839	33,375	26,205	61,155
Maintenance	0	0	0	0	0
Services	23,806	36,777	33,413	33,023	43,701
Capital Out lay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	686,355	707,528	731,604	671,888	755,355

Objectives

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

Performance Indicators	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Average number of days for plan					
- residential	3.0	3.0	3.0	3.4	3.0
- signs	2.0	3.0	3.0	1.0	3.0
- commercial alterations and finish	4.0	10.0	10.0	10.0	10.0
- new commercial buildings	5.0	15.0	15.0	6.3	15.0
Number of new professional licenses /					
- ICC Inspector	0	1	1	0	1
Average number of days to respond to nuisance and zoning complaints	1	1	1	1	1

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

Expenditures by Major Object	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel Services	251,113	254,511	264,697	260,176	270,996
Supplies	5,267	6,021	16,030	6,378	16,030
Maintenance	0	0	0	0	0
Services	14,687	4,797	3,500	5,621	3,500
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	271,066	265,329	284,227	272,175	290,526

Objectives

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

Performance Indicators	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Average staff processing time for initial review of zoning, conditional and special use applications (days)	19	19	19	19	19
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	36	36	36
Administrative site plan processing	30	30	30	30	30
Number of workshops with the Planning and Zoning Commission	2	3	3	3	3

FY 2012-13 APPROVED OPERATING BUDGET
FUND 130 - DEBT SERVICE

- Budget At-A-Glance -

REVENUE AND OTHER FINANCING SOURCES:	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Property Taxes	11,459,365	10,742,976	10,950,313	8,286,472
Transfers from Other Funds	2,304,418	2,359,510	2,438,945	2,549,678
Interest Income	31,124	100,000	36,694	75,000
Total	13,794,907	13,202,486	13,425,953	10,911,150

EXPENDITURES AND OTHER FINANCING USES:	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
General Obligation Debt Payments	8,090,304	6,887,526	6,887,526	6,642,270
Certificates of Obligation Debt Payments	2,577,944	2,445,956	2,145,892	2,686,645
Tax Notes and Notes Payable	1,442,715	1,420,766	1,420,449	1,397,235
Fiscal Agent & Bond Issuance Fees	6,956	7,000	11,800	7,000
Transfers to Other Funds	0	0	0	0
Pymt to Refund Bond Escrow Agent	0	0	0	0
Total	12,117,919	10,761,248	10,465,668	10,733,150

TOTAL OUTSTANDING DEBT: ⁽¹⁾	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
General Obligation	63,230,503	55,149,364	55,149,364	48,261,842
Certificates of Obligation	24,713,641	22,667,409	22,667,409	20,521,458
Tax Notes and Notes Payable	6,751,516	6,921,303	6,921,303	3,888,038
Total	94,695,660	84,738,076	84,738,076	72,671,338

⁽¹⁾ Total Principal and Interest

FY 2012-13 APPROVED OPERATING BUDGET
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
DEBT SERVICE FUND

	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
BEGINNING FUND BALANCE:	6,791,220	7,584,787	9,292,112	9,292,112	12,252,396
OPERATING REVENUE:					
Property Taxes - Current	11,585,855	11,255,176	10,642,976	10,815,925	8,176,472
Property Taxes - Delinquent	225,143	204,189	100,000	134,388	110,000
Miscellaneous	0	30,337	0	0	0
Interest Income	55,148	31,124	100,000	36,694	75,000
Total Operating Revenue	11,866,146	11,520,826	10,842,976	10,987,008	8,361,472
TRANSFERS IN:					
Transfer from Municipal Ct. Technology Fund	0	0	22,446	22,446	22,722
Transfer from CVB Fund	1,185,451	1,878,787	1,886,635	1,966,070	2,085,317
Transfer from SDUS Fund	233,309	88,499	113,863	113,863	113,988
Transfer from CCPD Fund	155,800	0	0	0	0
Transfer from Lake Parks Fund	156,238	337,132	336,566	336,566	327,651
Bond Proceeds/Refunding/Premiums	6,899,001	0	0	0	0
Total Transfers In	8,646,278	2,304,418	2,359,510	2,438,945	2,549,678
TOTAL REVENUE AND TRANSFERS	20,512,424	13,825,244	13,202,486	13,425,953	10,911,150
OPERATING EXPENDITURES:					
G.O. Bond Interest Payments	2,187,721	2,135,304	1,907,526	1,907,526	1,667,270
G.O. Bond Principal Payments	5,485,000	5,955,000	4,980,000	4,980,000	4,975,000
C.O. Interest Payments	814,818	679,162	650,133	630,069	624,173
C.O. Principal Payments	2,630,000	1,652,337	1,466,928	1,268,603	1,810,142
Tax and Note Interest Payments	365,462	221,337	173,507	173,188	124,025
Tax and Note Principal Payments	870,555	1,221,378	1,247,259	1,247,261	1,273,210
Palace Arts Center Payments	299,024	246,445	328,895	247,220	252,330
Fiscal Agent & Bond Fees	111,888	6,956	7,000	11,800	7,000
Pymt to Refund Bond Escrow Agent	6,954,389	0	0	0	0
Total Operating Expenditures	19,718,857	12,117,919	10,761,248	10,465,668	10,733,150
TRANSFERS OUT:	0	0	0	0	0
TOTAL EXPENDITURES AND TRANSFERS	19,718,857	12,117,919	10,761,248	10,465,668	10,733,150
SURPLUS (DEFICIT) OF REVENUE OVER (UNDER) EXPENDITURES:	793,567	1,707,325	2,441,238	2,960,284	178,000
ENDING FUND BALANCE:	7,584,787	9,292,112	11,733,350	12,252,396	12,430,396
FUND BALANCE REQUIREMENT:	3,889,747	2,390,384	2,122,767	2,064,461	2,117,224

* Fund balance requirement is 20% of total budgeted expenditures (72 days of operation).
The FY 2012-13 projected Ending Fund Balance represents **423** days of operation.

City of Grapevine Long Term Debt Summary	Total Principal	Total Interest	Total Debt
<u>General Obligation Bonds</u>			
2002 GO Rfd & Imp.	645,000	31,162	676,162
2003 GO	3,215,000	902,921	4,117,921
2004 GO	6,975,000	751,300	7,726,300
2005 GO RFD Bond	11,265,000	2,617,535	13,882,535
2006 GO	4,170,000	1,485,664	5,655,664
2009 GO RFD	8,595,000	871,535	9,466,535
2010 Go RFD	5,490,000	1,246,725	6,736,725
Total General Obligation Bonds	40,355,000	7,906,842	48,261,842
<u>Certificates of Obligation</u>			
2001 CO	470,000	33,851	503,851
CO's 2003	335,000	27,296	362,296
CO's 2005	405,000	22,194	427,194
2005 ACO	1,690,000	620,233	2,310,233
2006 CO	625,000	41,582	666,582
2007 CO	1,885,000	686,326	2,571,326
2009 CO	7,785,000	2,962,396	10,747,396
2009 ACO	1,785,000	674,980	2,459,980
2010 CO	409,060	63,540	472,600
Total Certificates of Obligation	15,389,060	5,132,398	20,521,458
<u>Tax Notes and Notes Payable</u>			
2007 Tax Note	970,000	38,800	1,008,800
2008 Tax Note	2,420,000	144,105	2,564,105
Anderson Note Payable	214,735	100,398	315,133
Total Tax and Note Payable	3,604,735	283,303	3,888,038
Total Governmental Debt	59,348,795	13,322,543	72,671,338
<u>Water / Wastewater Bonds</u>			
2002	790,000	64,292	854,292
2006GO RFD	4,765,000	758,353	5,523,353
2009 GO RFD	1,560,000	161,500	1,721,500
2010 GO RFD	3,570,000	630,888	4,200,888
Total Water / Wastewater Bonds	10,685,000	1,615,033	12,300,033
<u>Golf Course Bonds</u>			
2009 GO RFD	2,615,000	444,226	3,059,226
Total Golf Course Bonds	2,615,000	444,226	3,059,226
Total Business Activity Bonds	13,300,000	2,059,259	15,359,259
Total City wide Debt	72,648,795	15,381,802	88,030,597

Schedule of Requirements Governmental Activities	Principal	2013 Interest	Total
<u>General Obligation Bonds</u>			
2002 GO Rfd & Imp.	315,000	23,242	338,242
2003 GO	235,000	141,622	376,622
2004 GO	40,000	268,300	308,300
2005 GO RFD Bond	125,000	524,875	649,875
2006 GO	215,000	187,867	402,867
2009 GO RFD	4,020,000	319,276	4,339,276
2010 Go RFD	25,000	202,088	227,088
Total General Obligation Bonds	4,975,000	1,667,270	6,642,270
<u>Certificates of Obligation</u>			
2001 CO	230,000	22,330	252,330
CO's 2003	110,000	13,406	123,406
CO's 2005	170,000	12,694	182,694
2005 ACO	85,000	71,603	156,603
2006 CO	215,000	21,038	236,038
2007 CO	90,000	80,500	170,500
2009 CO	420,000	306,172	726,172
2009 ACO	115,000	64,831	179,831
2010 CO	45,142	13,928	59,070
Total Certificates of Obligation	4,835,142	2,287,500	7,122,642
<u>Tax Notes and Notes Payable</u>			
2007 Tax Note	485,000	29,100	514,100
2008 Tax Note	775,000	79,268	854,268
Anderson Note Payable	13,211	15,656	28,867
Total Tax and Note Payable	1,273,211	124,024	1,397,235
Total Governmental Debt	11,083,353	4,078,794	15,162,147

Schedule of Requirements Governmental Activities	Principal	2014 Interest	Total
<u>General Obligation Bonds</u>			
2002 GO Rfd & Imp.	330,000	7,920	337,920
2003 GO	240,000	132,271	372,271
2004 GO	1,960,000	233,300	2,193,300
2005 GO RFD Bond	1,325,000	496,188	1,821,188
2006 GO	225,000	176,320	401,320
2009 GO RFD	1,090,000	191,526	1,281,526
2010 Go RFD	30,000	201,401	231,401
Total General Obligation Bonds	5,200,000	1,438,926	6,638,926
<u>Certificates of Obligation</u>			
2001 CO	240,000	11,521	251,521
CO's 2003	110,000	9,143	119,143
CO's 2005	115,000	7,100	122,100
2005 ACO	85,000	68,118	153,118
2006 CO	215,000	12,438	227,438
2007 CO	95,000	76,453	171,453
2009 CO	370,000	292,347	662,347
2009 ACO	120,000	61,594	181,594
2010 CO	46,736	12,335	59,071
Total Certificates of Obligation	4,906,736	2,094,372	7,001,108
<u>Tax Notes and Notes Payable</u>			
2007 Tax Note	485,000	9,700	494,700
2008 Tax Note	805,000	48,457	853,457
Anderson Note Payable	14,236	14,631	28,867
Total Tax and Note Payable	1,304,236	72,788	1,377,024
Total Governmental Debt	11,410,972	3,606,086	15,017,058

Schedule of Requirements Governmental Activities	Principal	2015 Interest	Total
<u>General Obligation Bonds</u>			
2003 GO	250,000	122,156	372,156
2004 GO	2,035,000	158,300	2,193,300
2005 GO RFD Bond	1,375,000	442,188	1,817,188
2006 GO	235,000	164,243	399,243
2009 GO RFD	995,000	139,400	1,134,400
2010 Go RFD	635,000	191,500	826,500
Total General Obligation Bonds	5,525,000	1,217,787	6,742,787
<u>Certificates of Obligation</u>			
CO's 2003	115,000	4,747	119,747
CO's 2005	120,000	2,400	122,400
2005 ACO	90,000	64,530	154,530
2006 CO	100,000	6,087	106,087
2007 CO	100,000	72,188	172,188
2009 CO	390,000	279,047	669,047
2009 ACO	125,000	57,919	182,919
2010 CO	48,386	10,685	59,071
Total Certificates of Obligation	4,788,386	1,875,584	6,663,970
<u>Tax Notes and Notes Payable</u>			
2008 Tax Note	840,000	16,380	856,380
Anderson Note Payable	15,342	13,526	28,868
Total Tax and Note Payable	855,342	29,906	885,248
Total Governmental Debt	11,168,728	3,123,277	14,292,005

Schedule of Requirements Governmental Activities	Principal	2016 Interest	Total
<u>General Obligation Bonds</u>			
2003 GO	265,000	111,047	376,047
2004 GO	2,125,000	75,100	2,200,100
2005 GO RFD Bond	1,445,000	378,563	1,823,563
2006 GO	250,000	152,763	402,763
2009 GO RFD	580,000	100,024	680,024
2010 Go RFD	650,000	172,224	822,224
Total General Obligation Bonds	5,315,000	989,721	6,304,721
<u>Certificates of Obligation</u>			
2005 ACO	95,000	60,737	155,737
2006 CO	95,000	2,019	97,019
2007 CO	105,000	67,703	172,703
2009 CO	405,000	265,135	670,135
2009 ACO	70,000	54,994	124,994
2010 CO	50,095	9,001	59,096
Total Certificates of Obligation	4,735,095	1,642,840	6,377,935
<u>Tax Notes and Notes Payable</u>			
Anderson Note Payable	16,533	12,335	28,868
Total Tax and Note Payable	16,533	12,335	28,868
Total Governmental Debt	10,066,628	2,644,896	12,711,524

Schedule of Requirements Governmental Activities	Principal	2017 Interest	Total
<u>General Obligation Bonds</u>			
2003 GO	275,000	99,063	374,063
2004 GO	815,000	16,300	831,300
2005 GO RFD Bond	1,515,000	304,563	1,819,563
2006 GO	260,000	141,860	401,860
2009 GO RFD	605,000	70,400	675,400
2010 Go RFD	675,000	148,974	823,974
Total General Obligation Bonds	4,145,000	781,160	4,926,160
<u>Certificates of Obligation</u>			
2005 ACO	95,000	56,795	151,795
2007 CO	105,000	63,109	168,109
2009 CO	430,000	249,986	679,986
2009 ACO	75,000	52,819	127,819
2010 CO	51,864	7,209	59,073
Total Certificates of Obligation	2,406,864	1,476,168	3,883,032
<u>Tax Notes and Notes Payable</u>			
Anderson Note Payable	17,816	11,051	28,867
Total Tax and Note Payable	17,816	11,051	28,867
Total Governmental Debt	6,569,680	2,268,379	8,838,059

FY 2012-13 APPROVED OPERATING BUDGET
 FUND 174 - CAPITAL / STREET MAINTENANCE PROGRAM

- Budget At-A-Glance -

REVENUE AND OTHER FINANCING SOURCES:	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Transfers In	1,593,160	2,571,500	2,571,500	2,809,000
Interest Income	5,898	5,000	4,821	5,000
Miscellaneous Income	188	0	80,662	0
Total	1,599,246	2,576,500	2,656,983	2,814,000

EXPENDITURES AND OTHER FINANCING USES:	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Facilities Maintenance Projects	224,162	480,500	558,571	550,000
Parks Maintenance Projects	558,344	691,000	657,536	701,000
Street and Signal Maintenance Projects	540,704	1,400,000	1,002,141	1,558,000
Total	1,323,210	2,571,500	2,218,247	2,809,000

Capital / Street Maintenance Program

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

Capital maintenance projects are grouped in two categories: facilities maintenance and parks maintenance, and funded by an operating transfer from the General fund. Facilities maintenance projects are budgeted at \$480,500 and Parks maintenance projects are budgeted at \$691,000 as the City continues to pursue its diligent preventative maintenance program that has extended the useful life of infrastructure assets and allows the City flexibility in expenditure planning.

The Street Maintenance program consists of overlay projects designed to maintain a five-year maintenance schedule and street reconstruction. Street maintenance projects are funded by an operating transfer from the General fund. Expenditures are budgeted at \$1.2 million. The Traffic Signal, Signing & Striping Maintenance Program is responsible for the maintenance, repair and/or replacement of traffic and school zone signals, pavement and crosswalk markings, and street signs. Expenditures are budgeted at \$200,000 for FY12.

Impact of Capital / Street Maintenance Projects to Operating Budget

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

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

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

Capital / Street Maintenance Long-Range Planning Process

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

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

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

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

FY 2012-13 APPROVED OPERATING BUDGET
 STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
 FUND 174 - CAPITAL / STREET MAINTENANCE PROGRAM

	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
BEGINNING FUND BALANCE:	652,825	761,162	1,037,199	1,037,199	1,475,935
OPERATING REVENUE:					
Interest Income	16,663	5,898	5,000	4,821	5,000
Miscellaneous	0	188	0	80,662	0
Total Operating Revenue	16,663	6,086	5,000	85,483	5,000
TRANSFERS IN:	2,315,000	1,593,160	2,571,500	2,571,500	2,809,000
TOTAL REVENUE AND TRANSFERS	2,331,663	1,599,246	2,576,500	2,656,983	2,814,000
OPERATING EXPENDITURES:					
Facilities Maintenance	261,168	224,162	480,500	558,571	550,000
Parks Maintenance	479,583	558,344	691,000	657,536	701,000
Street Maintenance and Overlay	1,277,211	333,793	1,200,000	801,346	1,255,000
Traffic Signal, Striping and Signing Maint.	205,363	206,911	200,000	200,794	303,000
Total Operating Expenditures	2,223,325	1,323,210	2,571,500	2,218,247	2,809,000
TRANSFERS OUT:	0	0	0	0	0
TOTAL EXPENDITURES AND TRANSFERS	2,223,325	1,323,210	2,571,500	2,218,247	2,809,000
SURPLUS (DEFICIT) OF REVENUE OVER (UNDER) EXPENDITURES:	108,337	276,036	5,000	438,736	5,000
ENDING FUND BALANCE:	761,162	1,037,199	1,042,199	1,475,935	1,480,935

**City of Grapevine, Texas
FY 2012-13 Approved Budget**

Facilities Maintenance Projects

<i>Project Name:</i> City Hall	<i>Project Account Number:</i> 174-74004-001	<i>Project Budget:</i> \$35,000
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DESCRIPTION / JUSTIFICATION:

City Hall is a 37,500 sq ft facility. Projects for FY 2013 include replacement of the back door to provide ADA access and better security with access controls. Painting will also be included this budget year.

<i>Project Name:</i> Community Activity Center	<i>Project Account Number:</i> 174-74004-002	<i>Project Budget:</i> \$37,000
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DESCRIPTION / JUSTIFICATION:

The Community Activity Center is a 47,900 sq ft. facility. FY 2013 projects include maintenance of the gymnasium floors, lighting upgrades to the parking lot and HVAC replacements.

<i>Project Name:</i> Police/Courts Building	<i>Project Account Number:</i> 174-74004-003	<i>Project Budget:</i> \$10,000
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DESCRIPTION / JUSTIFICATION:

The Police and Courts building is a 27,000 sq ft facility. Projects for FY 2013 include interior painting.

<i>Project Name:</i> Municipal Service Center	<i>Project Account Number:</i> 174-74004-004	<i>Project Budget:</i> \$60,000
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DESCRIPTION / JUSTIFICATION:

The Municipal Service Center is a 40,200 sq ft facility. FY 2013 projects include refinishing the fleet bay floors, relocation of the technician work station, replacement of the metal on the wash bay, and replacing flooring in the foreman's area (3 areas).

City of Grapevine, Texas
FY 2012-13 Approved Budget

Facilities Maintenance Projects

<i>Project Name:</i> Library	<i>Project Account Number:</i> 174-74004-005	<i>Project Budget:</i> \$187,000
<u>DESCRIPTION / JUSTIFICATION:</u> The Library is a 53,072 sq ft facility. FY 2013 projects include HVAC replacement, Efis exterior wall repairs and carpet replacement in the Children's area and Teen Zone.		

<i>Project Name:</i> Senior Activity Center	<i>Project Account Number:</i> 174-74004-006	<i>Project Budget:</i> \$25,000
<u>DESCRIPTION / JUSTIFICATION:</u> The Senior Activity Center is a 10,403 sq ft facility. FY 2013 projects will include upgrades to HVAC controls, exterior wood replacement and painting.		

<i>Project Name:</i> Fire Station Repairs & Maint.	<i>Project Account Number:</i> 174-74004-007	<i>Project Budget:</i> \$43,000
<u>DESCRIPTION / JUSTIFICATION:</u> The City of Grapevine has five fire stations which total 31,674 sq ft. They include: Central Fire Station (13,039 sq ft), Station #2 (3,281 sq ft), Station #3 (3,281 sq ft), Station #4 (5,281 sq ft), and Station #5 (6,792 sq ft). FY 2013 projects include Station 4 remodel, casework at Station 2, and casework and lockers at Station 1.		

<i>Project Name:</i> Animal Control	<i>Project Account Number:</i> 174-74004-008	<i>Project Budget:</i> \$35,000
<u>DESCRIPTION / JUSTIFICATION:</u> The Animal Control building is a 2,924 sq ft facility. FY 2013 projects include expansion of the cat room, a new pet meet-and-greet room in the existing lobby area, and epoxy coating of the dog kennel walls in all inside dog kennels.		

**City of Grapevine, Texas
FY 2012-13 Approved Budget**

Facilities Maintenance Projects

<i>Project Name:</i> Park Facilities	<i>Project Account Number:</i> 174-74004-009	<i>Project Budget:</i> \$25,000
<u>DESCRIPTION / JUSTIFICATION:</u> Facilities at City parks total 35,060 sq ft. They include: the Mitchell House (1,800 sq ft), Dove Pool (2,679 sq ft), Pleasant Glade Pool (3,912 sq ft), Oak Grove Complex (10,335 sq ft), pavilions (13,310 sq ft), gazebos (1,517 sq ft), and restrooms (1,507 sq ft). FY 2013 project is painting and exterior wood work on the Mitchell House.		

<i>Project Name:</i> Roof Program	<i>Project Account Number:</i> 174-74004-012	<i>Project Budget:</i> \$37,000
<u>DESCRIPTION / JUSTIFICATION:</u> In an effort to preserve capital investments and reduce maintenance expenses, a comprehensive roof program will be utilized. The program will include an evaluation of approximately 400,000 sq ft of roofing systems on City facilities. The evaluation will determine current conditions, prioritize areas in need of repair, and will be an effective tool to forecast future capital needs.		

<i>Project Name:</i> Emergency Fund	<i>Project Account Number:</i> 174-74004-013	<i>Project Budget:</i> \$5,000
<u>DESCRIPTION / JUSTIFICATION:</u> The emergency fund will be utilized for unforeseen repairs and emergency equipment replacements.		

<i>Project Name:</i> Indoor Air Quality Testing	<i>Project Account Number:</i> 174-74004-016	<i>Project Budget:</i> \$5,000
<u>DESCRIPTION / JUSTIFICATION:</u> This project will ensure indoor air quality throughout City Facilities, through a comprehensive sampling / testing / evaluation program.		

**City of Grapevine, Texas
FY 2012-13 Approved Budget**

Facilities Maintenance Projects

<i>Project Name:</i> I.T. Operations Building	<i>Project Account Number:</i> 174-74004-017	<i>Project Budget:</i> \$14,000
<u>DESCRIPTION / JUSTIFICATION:</u> The I.T. Operations Building is a 2,230 sq ft facility. FY 2013 projects include exterior painting of the facility and controls to monitor HVAC and generator to maintain a stable IT environment.		

<i>Project Name:</i> Service Center Storage Area	<i>Project Account Number:</i> 174-74004-018	<i>Project Budget:</i> \$20,000
<u>DESCRIPTION / JUSTIFICATION:</u> The Facility Services Operations/Storage Area is a 24,120 sq ft facility. FY 2013 projects include Work Order Expansion and upgrade. This will allow the technicians to access work orders and technical data on a specific piece of equipment in the field and be more efficient. This will also allow us to do follow up surveys on work performed.		

<i>Project Name:</i> Electrical Maintenance & Repair	<i>Project Account Number:</i> 174-74004-020	<i>Project Budget:</i> \$7,000
<u>DESCRIPTION / JUSTIFICATION:</u> Electrical maintenance and repair on main distribution panels to infrared panels to find problems before major shut down and down time occurs. This would include Police, Fire, I.T., Library, CAC, City Hall, and Service Center.		

<i>Project Name:</i> GRACE Building	<i>Project Account Number:</i> 174-74004-021	<i>Project Budget:</i> \$5,000
<u>DESCRIPTION / JUSTIFICATION:</u> The main building at the GRACE complex is a 7,530 sq ft facility. The FY 2013 budget includes funding for minor and miscellaneous repairs.		

**City of Grapevine, Texas
FY 2012-13 Approved Budget**

Parks Maintenance Projects

<i>Project Name:</i> Irrigation Systems	<i>Project Account Number:</i> 174-74015-051	<i>Project Budget:</i> \$50,000
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DESCRIPTION / JUSTIFICATION:

Upgrade of aging irrigation systems and implementation of a centralized irrigation system.

<i>Project Name:</i> Landscaping	<i>Project Account Number:</i> 174-74015-052	<i>Project Budget:</i> \$50,000
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DESCRIPTION / JUSTIFICATION:

This project will upgrade aging landscaping throughout the City. The FY2013 proposal addresses the removal of turf and replacement with groundcover on medians/roadways. Enhancements at the Library.

<i>Project Name:</i> Lamp Replacements	<i>Project Account Number:</i> 174-74015-053	<i>Project Budget:</i> \$10,000
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DESCRIPTION / JUSTIFICATION:

This project addresses the systematic replacement of athletic field lighting at City parks. Athletic field lamps have a useful life of approximately 4 years.

<i>Project Name:</i> Court Resurfacing	<i>Project Account Number:</i> 174-74015-054	<i>Project Budget:</i> \$30,000
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DESCRIPTION / JUSTIFICATION:

This project consists of the resurfacing and painting of tennis courts, basketball courts, and in-line hockey rinks. Heritage tennis court is beyond repair and needs to be rebuilt.

**City of Grapevine, Texas
FY 2012-13 Approved Budget**

Parks Maintenance Projects

<i>Project Name:</i> Athletic Field Maintenance	<i>Project Account Number:</i> 174-74015-055	<i>Project Budget:</i> \$15,000
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DESCRIPTION / JUSTIFICATION:

Replace infield surface mix at Bear Creek Park, Oak Grove Softball Fields, Oak Grove Ballfield Complex, Parr Park and Pickering Park as needed. Repair/replace turf grass as needed on athletic fields. Repair/replace goals, nets, bases, etc. as needed.

<i>Project Name:</i> Trail Maintenance	<i>Project Account Number:</i> 174-74015-056	<i>Project Budget:</i> \$25,000
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DESCRIPTION / JUSTIFICATION:

This project addresses the upgrade and replacement of concrete trails, bridges, safety railing, joints, trails amenities, and landscaping.

<i>Project Name:</i> Fence Replacement	<i>Project Account Number:</i> 174-74015-057	<i>Project Budget:</i> \$50,000
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DESCRIPTION / JUSTIFICATION:

This project addresses the annual replacement of fences throughout the parks system. Bear Creek Park, and Parr Park fences will be replaced.

<i>Project Name:</i> Water Drinking Fountains	<i>Project Account Number:</i> 174-74015-059	<i>Project Budget:</i> \$55,000
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DESCRIPTION / JUSTIFICATION:

This project addresses the systematic replacement of drinking fountains with new freeze-proof drinking fountains. This will allow the fountains to remain on year-round.

**City of Grapevine, Texas
FY 2012-13 Approved Budget**

Parks Maintenance Projects

<i>Project Name:</i> Park Signage Replacement	<i>Project Account Number:</i> 174-74015-060	<i>Project Budget:</i> \$120,000
<u>DESCRIPTION / JUSTIFICATION:</u> This project addresses the replacement of aging park signage. This program includes new park signage.		

<i>Project Name:</i> Trash Receptacle Replacement	<i>Project Account Number:</i> 174-74015-061	<i>Project Budget:</i> \$15,000
<u>DESCRIPTION / JUSTIFICATION:</u> This project will replace aging trash receptacles in parks and trails throughout the city.		

<i>Project Name:</i> SAC Equipment Replacement	<i>Project Account Number:</i> 174-74015-062	<i>Project Budget:</i> \$7,000
<u>DESCRIPTION / JUSTIFICATION:</u> Replacement of tables, chairs, kiln, multi-media at the Senior Activities Center.		

<i>Project Name:</i> Park Maintenance Projects	<i>Project Account Number:</i> 174-74015-063	<i>Project Budget:</i> \$36,000
<u>DESCRIPTION / JUSTIFICATION:</u> Replacement of park features.		

**City of Grapevine, Texas
FY 2012-13 Approved Budget**

Parks Maintenance Projects

<i>Project Name:</i> Playground Surfacing Replacement	<i>Project Account Number:</i> 174-74015-065	<i>Project Budget:</i> \$15,000
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DESCRIPTION / JUSTIFICATION:

This project addresses the replacement of safety surfacing at various playgrounds. The wood "fibar" surface decays so new mulch must be added per the manufacturers specifications for the playground to remain compliant.

<i>Project Name:</i> Small Park Amenities Replacement	<i>Project Account Number:</i> 174-74015-066	<i>Project Budget:</i> \$20,000
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DESCRIPTION / JUSTIFICATION:

This project addresses the systematic replacement of picnic tables, benches, and other park amenities.

<i>Project Name:</i> Playground Accessibility Improvements	<i>Project Account Number:</i> 174-74015-067	<i>Project Budget:</i> \$100,000
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DESCRIPTION / JUSTIFICATION:

This project will add safety surfacing material, sidewalks, bench/picnic pads, and ADA compliant playground pieces.

<i>Project Name:</i> Special Event Equipment Replacement	<i>Project Account Number:</i> 174-74015-068	<i>Project Budget:</i> \$3,000
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DESCRIPTION / JUSTIFICATION:

Replacement of canopies, tables, and chairs used for special events and reservations.

**City of Grapevine, Texas
FY 2012-13 Approved Budget**

Parks Maintenance Projects

<i>Project Name:</i> CAC Equipment Replacement	<i>Project Account Number:</i> 174-74015-069	<i>Project Budget:</i> \$40,000
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DESCRIPTION / JUSTIFICATION:

Replacement of CAC tables, chairs, room dividers, gymnasium equipment (gym curtain, backboards, goal lifts) and lobby furniture.

<i>Project Name:</i> Aquatic Repairs & Replacements	<i>Project Account Number:</i> 174-74015-070	<i>Project Budget:</i> \$30,000
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DESCRIPTION / JUSTIFICATION:

Replacement of pool furniture (deck and office), lifeguard stands, safety equipment and vacuums.

<i>Project Name:</i> Holiday Decorations Upgrade & Repl.	<i>Project Account Number:</i> 174-74015-075	<i>Project Budget:</i> \$20,000
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DESCRIPTION / JUSTIFICATION:

This project addresses the upgrade and replacement of aging holiday decorations.

<i>Project Name:</i> Park Facility Upgrade/Improvements	<i>Project Account Number:</i> 174-74015-077	<i>Project Budget:</i> \$10,000
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DESCRIPTION / JUSTIFICATION:

This project addresses aging structures, pavilions, and kiosk in parks .

**City of Grapevine, Texas
FY 2012-13 Approved Budget**

Street & Traffic Maintenance Projects

<i>Project Name:</i> Annual Street Maintenance Program	<i>Project Account Number:</i> 174-43301-090	<i>Project Budget:</i> \$1,255,000
<u>DESCRIPTION / JUSTIFICATION:</u> Street Maintenance to include: Overlay and Underseal (5.68 miles), Wedge Mill (1.6 miles), Full Depth Mill (4.0 miles) and rehab damaged concrete failures where required. Cut out and repair prior to overlay, daily maintenance, pothole repair and crack seal program. Daily maintenance to be performed as needed on all city streets, including sanding roads, bridges and other emergencies as necessary. Repair and maintenance of all City Buildings driveways, parking lots, sidewalks, curb and gutter, decks / patios. Daily maintenance of Parks / Lake Parks roads, parking lots and boat ramps.		

<i>Project Name:</i> Annual Traffic Signal, Striping & Signing Maint.	<i>Project Account Number:</i> 174-43301-093	<i>Project Budget:</i> \$303,000
<u>DESCRIPTION / JUSTIFICATION:</u> Maintenance, repair and replacement of traffic signals, school zone flashers, communications systems, traffic signs, pavement markings, and other traffic control and electrical service items. Additional funds for a proposed five-year signal equipment replacement program are listed as a separate line item.		

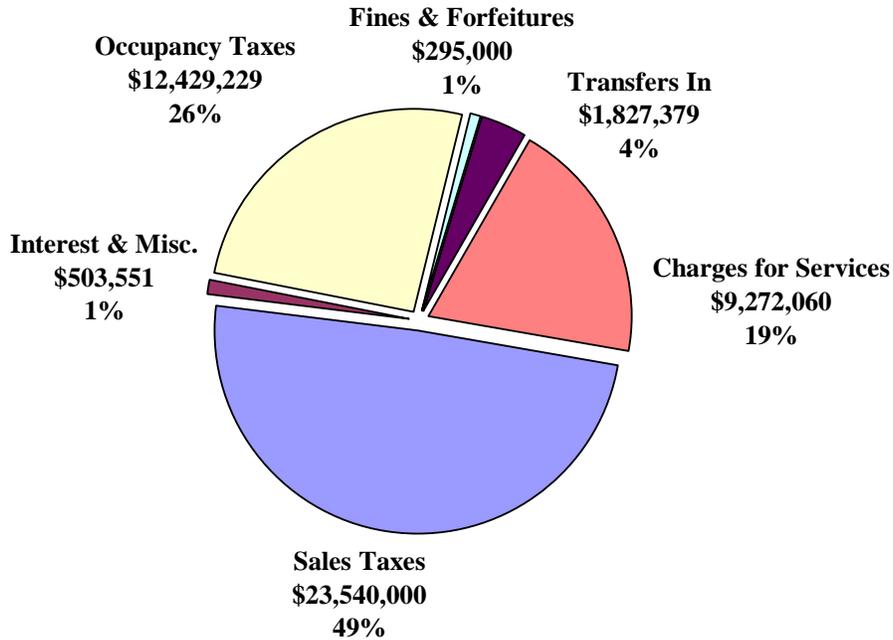
CITY OF GRAPEVINE, TEXAS
 FY 2012-13 APPROVED OPERATING BUDGET
 SUMMARY TABLE OF ALL FUNDS

-- SPECIAL REVENUE FUNDS --

	Convention & Visitors Fund	Stormwater Drainage Fund	Crime Control & Prevention Fund	Lake Parks Fund	4B Economic Development Fund	Court Technology Fund	Total All Funds
REVENUES							
AND OTHER FINANCING SOURCES:							
Sales Taxes			11,665,000		11,875,000		23,540,000
Occupancy Taxes	12,429,229						12,429,229
Fines and Forfeitures			250,000			45,000	295,000
Charges for Services	5,716,800	1,380,260		2,175,000			9,272,060
Interest Income	25,000	5,400	8,004		53,000	300	91,704
Transfers In	527,379		1,300,000				1,827,379
Miscellaneous	399,347			12,500			411,847
Total Revenues	19,097,755	1,385,660	13,223,004	2,187,500	11,928,000	45,300	47,867,219
EXPENDITURES							
AND OTHER FINANCING USES:							
Personnel	5,099,758	480,683	10,056,800	194,424			15,831,665
Supplies	3,239,177	73,700	645,373	190,400			4,148,650
Maintenance	211,590	155,000	132,800	85,000			584,390
Services	7,632,895	264,198	2,388,031	955,987	5,000	17,188	11,263,299
Transfers Out	4,213,553	789,507		327,651	750,035	22,722	6,103,468
Intergovernmental / Inter-Agency					7,572,693		7,572,693
Permanent Capital / Street Maint.	180,000						180,000
Capital Outlay	44,000	1,100,000					1,144,000
Total Expenditures	20,620,973	2,863,088	13,223,004	1,753,462	8,327,728	39,910	46,828,165
NET CHANGE IN FUND BALANCE	(1,523,218)	(1,477,428)	-	434,038	3,600,272	5,390	1,039,054
BEGINNING FUND BALANCE	5,341,551	3,190,137	621,122	(958,738)	13,946,954	51,830	22,192,856
ENDING FUND BALANCE	3,818,333	1,712,709	621,122	(524,700)	17,547,226	57,220	23,231,910

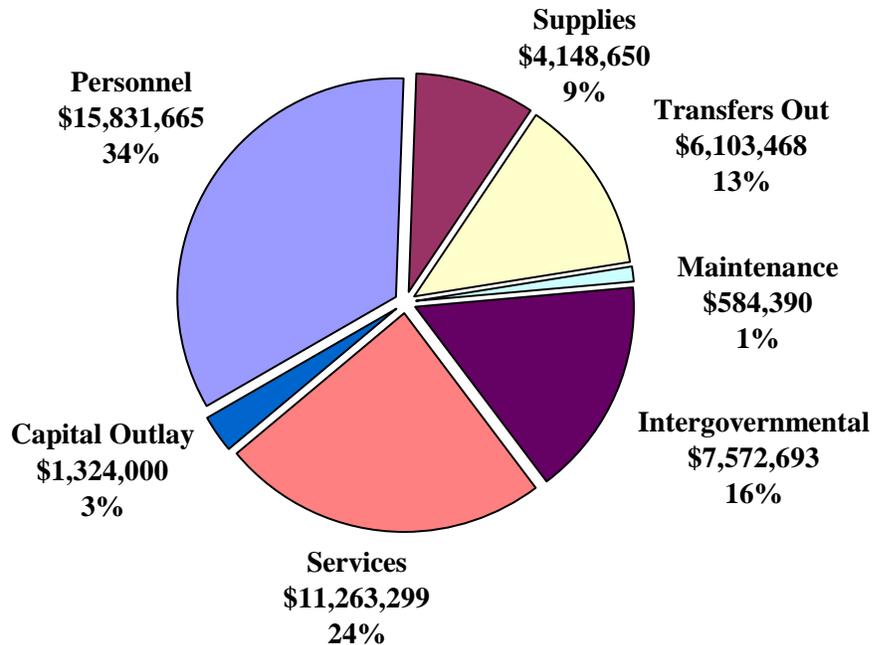
REVENUE FUNDING SOURCES

"Where The Money Comes From"



EXPENDITURE FUNDING USES

"Where the Money Goes"



Revenue and Other Financing Sources

FY12 revenue is budgeted at \$47.8 million, an increase of \$2 million (4.5%) from the previous year. Revenue in the Convention & Visitors fund, the largest of the category, is budgeted at \$19.1 million and represents an increase of \$850,000 from the previous budget year as the economic climate continues to improve business travel and hotel occupancy tax receipts.

Sales Taxes represent the largest revenue stream at 49% of total revenues. Sales taxes are budgeted at \$23.5 million, split equally between the CCPD and 4B funds. Collections in FY12 were \$22.7 million.

Occupancy Taxes are obtained through the assessment of a 6% 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 \$12.4 million and are the second largest source of revenue at 26%, up from 25% the prior year. FY12 collections are estimated at \$12.2 million and represent an increase of \$140,145 (1%) over the previous year's collections. The City collects occupancy taxes from twenty properties within its jurisdiction with a combined capacity of 5,191 rooms.

OCCUPANCY TAXES	<u>FY-2007</u>	<u>FY-2008</u>	<u>FY-2009</u>	<u>FY-2010</u>	<u>FY-2011</u>	<u>FY-2012</u>
Collections	\$10,125,868	\$11,841,930	\$10,497,960	\$10,724,986	\$12,104,906	\$12,245,051
Increase / (Decrease)	\$931,835	\$1,716,062	(\$1,343,970)	\$227,026	\$1,379,920	\$140,145
% Change	10%	17%	-11%	2%	13%	1%

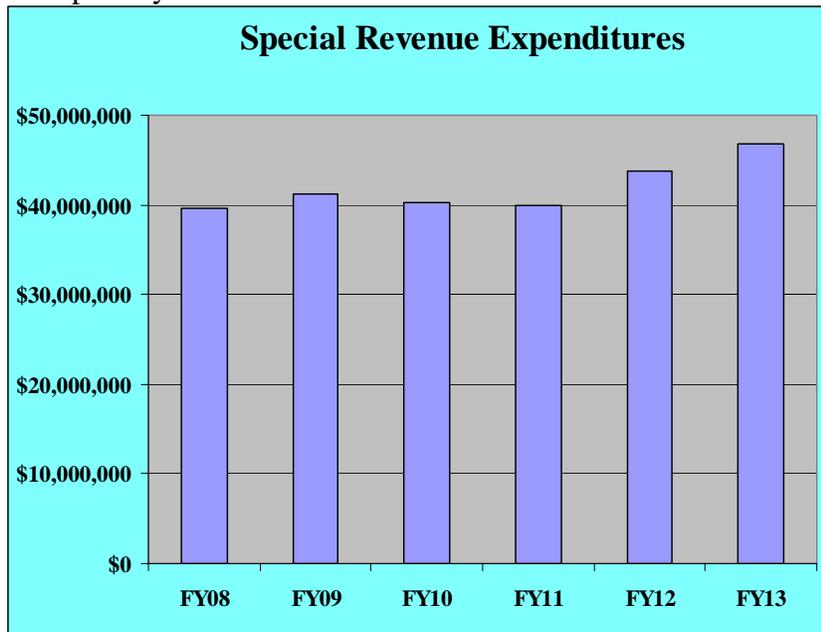
Charges for Services includes revenue from Grapevine Vintage Railroad operations, facility rental fees, food, beverage and merchandise sales, stormwater drainage fees, recreation and camping fees, and the Grapevine Visitor Shuttle. Revenues in this category are budgeted at \$9.3 million, and remain virtually unchanged from the previous year. Revenue for the Grapevine Visitor Shuttle is budgeted at \$144,000. Facility rental income is budgeted at \$769,000.

Stormwater drainage fee revenue, budgeted at \$1.38 million, is generated by the assessment of a monthly fee on all developed properties within the City. Funds collected through the monthly billings provide much needed drainage maintenance, repair and construction activities related to storm drainage facilities. The revenue collected from the Stormwater Drainage Utility can only be spent on drainage related issues. For owners of single-family residential properties, the fee is \$4 per month. Apartments and all commercial and non-residential properties are billed a fee based upon the size of their land area, taking into account the existing impervious area of the land. An evaluation has been made for each property in order to determine the appropriate charge.

Recreation and camping fees are budgeted at \$2.1 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. The lease includes 188 acres at Meadowmere Park, 453 acres at Oak Grove Park and 129 acres at Silver Lake Park. Charges for services represent 19% of total revenue in this category.

Expenditures and Other Financing Uses

Expenditures of Special Revenue funds total \$46.8 million, an increase of \$4.6 million (11%) from the prior year. The Convention & Visitors fund accounts for the largest percentage of expenditures, at 42% and represents an increase from 41% from the previous budget year. The CCPD fund is the second largest cost center at 31%, while the 4B Economic Development fund accounts for 19% of total expenditures.



Personnel expenses continue to be the largest expenditure category, totaling 34% of budgeted expenditures. Personnel expenses are budgeted at \$15.8 million, with public safety employees in the CCPD fund accounting for 63.5% of the total. The CCPD fund also contains the majority of total authorized positions with 122.43 FTE, up 2.0 from the previous budget year. Authorized positions in the Convention & Visitors fund total 77.09 FTE. Actual expenditures in FY12 totaled \$14.3 million and represented a \$500,000 decrease from FY11.

Convention & Visitors	\$5,099,758	32.2%
Stormwater Drainage	\$480,683	3.0%
Crime Control & Prevention	\$10,056,800	63.5%
Lake Parks	\$194,424	1.2%
Total	\$15,831,665	100.0%

Supplies are budgeted at \$4.2 million and represent an increase of \$400,000 (11%) from the previous budget. Actual expenditures in FY12 totaled \$3.8. Supplies represent 9% of Special Revenue Fund expenditures, down from 10% the previous budget year.

Convention & Visitors	\$3,239,177	78.1%
Stormwater Drainage	\$73,700	1.8%
Crime Control & Prevention	\$645,373	15.6%
Lake Parks	\$190,400	4.6%
Total	\$4,148,650	100.0%

Services are budgeted at \$11.2 million and represent a \$900,000 (9%) increase from the FY11 budget. Expenditures in the Convention & Visitors fund are budgeted at \$7.6 million and represent 67.8% of the total. Expenditures for services in the CCPD fund total \$2.4 million and are primarily comprised of charges for employee health/life/dental coverage, fleet maintenance charges, and technology charges. Actual expenditures in FY12 totaled \$10.9 million and represented a 5% increase from FY11. Services represent 24% of Special Revenue Fund expenditures, up from 23% the previous budget year.

Convention & Visitors	\$7,632,895	67.8%
Stormwater Drainage	\$264,198	2.3%
Crime Control & Prevention	\$2,388,031	21.2%
Lake Parks	\$955,987	8.5%
4B Economic Development	\$5,000	0.0%
Court Technology	\$17,188	0.2%
Total	\$11,263,299	100.0%

Expenditures for services in the CCPD fund total \$2.4 million and are primarily comprised of charges for employee health/life/dental coverage, fleet maintenance charges, and technology charges. Actual expenditures in FY12 totaled \$10.9 million and represented a 5% increase from FY11. Services represent 24% of Special Revenue Fund expenditures, up from 23% the previous budget year.

Intergovernmental expenditures are budgeted at \$7.5 million and represents contractual payments from the 4B fund to The “T” transit authority for future commuter rail service. This amount represents 75% of the ½ cent sales tax collected for economic development.

Transfers Out are budgeted at \$6.1 million, up 11% from the previous year. Transfers out primarily consist of administrative fee payments to the General fund in lieu of taxes. Other transfers include principal and interest

Convention & Visitors	\$4,213,553	69.0%
Stormwater Drainage	\$789,507	12.9%
4B Economic Development	\$750,035	12.3%
Lake Parks	\$327,651	5.4%
Court Technology	\$22,722	0.4%
Total	\$6,103,468	100.0%

payments to the Debt Service fund and funding for replacement vehicles and equipment purchased via the Capital Equipment Acquisition fund. Actual expenditures in FY12 totaled \$4.8 million. Transfers represent 13% of Special Revenue Fund expenditures.

FY 2012-13 APPROVED OPERATING BUDGET
FUND 115 - CONVENTION AND VISITORS BUREAU

- Budget At-A-Glance -

REVENUE AND OTHER FINANCING SOURCES:	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Occupancy Taxes	12,104,906	11,432,340	12,245,051	12,429,229
Facility Rental Income	609,923	803,600	641,889	769,300
Interest Income	20,381	6,000	12,423	25,000
Sales & Merchandise	285,446	330,800	288,417	300,600
Train Operations	1,696,654	1,501,600	1,555,903	1,534,600
Festivals & New Vintage	3,148,278	3,381,000	3,074,203	2,968,300
Visitor Shuttle System	96,974	154,000	139,439	144,000
Transfers In	368,759	359,453	366,970	527,379
Miscellaneous	546,596	281,000	621,655	399,347
Total	18,877,916	18,249,793	18,945,949	19,097,755

EXPENDITURES AND OTHER FINANCING USES:	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel	4,689,665	4,850,108	4,420,902	5,099,758
Supplies	2,668,651	3,339,512	3,138,591	3,239,177
Maintenance	108,548	159,900	152,084	211,590
Services	2,855,769	3,266,190	3,466,744	3,783,505
Festival & Train Operations	3,676,227	3,291,885	3,980,770	3,849,390
Transfers Out	2,907,864	2,892,078	3,060,393	4,393,553
Capital Outlay	0	29,000	0	44,000
Total	16,906,724	17,828,673	18,219,484	20,620,973

EXPENDITURES AND PERSONNEL BY PROGRAM:	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved	Personnel ⁽¹⁾
Sales, Promotions and Administration	8,908,399	9,337,418	9,487,997	11,842,360	34.83
Heritage Programs & Preservation	175,073	234,896	179,457	230,614	2.00
Facilities	1,095,911	1,426,366	1,288,456	1,445,169	14.08
Festivals & New Vintage	3,361,930	3,036,382	3,539,961	3,499,859	5.24
Grapevine Vintage Railroad	1,466,911	1,469,155	1,483,608	1,561,989	12.99
Visitor Shuttle System	654,888	724,000	650,465	1,054,757	7.95
Tourism Incentives	1,166,582	1,575,856	1,575,000	953,325	NA
Sister Cities	42,480	17,000	9,777	26,300	NA
Wine Pouring Society	34,550	7,600	4,763	6,600	NA
Total	16,906,724	17,828,673	18,219,484	20,620,973	77.09

⁽¹⁾ In full-time equivalents

FY 2012-13 APPROVED OPERATING BUDGET
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
CONVENTION AND VISITORS BUREAU FUND

	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
BEGINNING FUND BALANCE:	3,436,850	2,643,894	4,615,086	4,615,086	5,341,551
OPERATING REVENUE:					
Occupancy Taxes	10,724,986	12,104,906	11,432,340	12,245,051	12,429,229
Facility Rental Income	649,131	609,923	803,600	641,889	769,300
Interest Income	18,312	20,381	6,000	12,423	25,000
Sales & Merchandise	286,507	285,446	330,800	288,417	300,600
Train Operations	1,480,751	1,696,654	1,501,600	1,555,903	1,534,600
Festivals & New Vintage	2,616,958	3,148,278	3,381,000	3,074,203	2,968,300
Visitor Shuttle System	48,031	96,974	154,000	139,439	144,000
Miscellaneous Income	766,961	546,596	281,000	621,655	399,347
Total Operating Revenue	16,591,637	18,509,157	17,890,340	18,578,979	18,570,376
TRANSFERS IN:					
Transfer from 4B Economic Devl. Fund	327,472	368,759	359,453	366,970	527,379
Total Transfers In	327,472	368,759	359,453	366,970	527,379
TOTAL REVENUE & TRANSFERS	16,919,108	18,877,916	18,249,793	18,945,949	19,097,755
OPERATING EXPENDITURES:					
Personnel	5,113,933	4,689,665	4,850,108	4,420,902	5,099,758
Supplies	3,291,452	2,668,651	3,339,512	3,138,591	3,239,177
Maintenance	125,229	108,548	159,900	152,084	211,590
Services	2,729,816	2,855,769	3,266,190	3,466,744	3,783,505
Festival & Train Operations	3,482,229	3,676,227	3,291,885	3,980,770	3,849,390
Capital Outlay	780,863	0	29,000	0	44,000
Total Operating Expenditures	15,523,523	13,998,860	14,936,595	15,159,091	16,227,420
TRANSFERS OUT:					
Transfer to General Fund - Admin Fee	903,771	1,024,077	846,008	1,024,323	978,236
Transfer to GTRP Fund	25,000	0	25,000	25,000	40,000
Trans. to Debt Service Fund	1,185,451	1,878,787	1,966,070	1,966,070	2,085,317
Transfer to Capital Projects Fund	0	0	45,000	45,000	660,000
Transfer to Permanent Capital Maint.	18,060	5,000	10,000	0	180,000
Transfer to Capital Equip Acquisition Fund	28,500	0	0	0	450,000
Transfer to Historic Preservation Fund	27,209	0	0	0	0
Total Transfers Out	2,188,541	2,907,864	2,892,078	3,060,393	4,393,553
TOTAL EXPENDITURES & TRANSFERS	17,712,064	16,906,724	17,828,673	18,219,484	20,620,973
SURPLUS (DEFICIT) OF REVENUE OVER (UNDER) EXPENDITURES:					
	(792,956)	1,971,192	421,120	726,465	(1,523,218)
ENDING FUND BALANCE:	2,643,894	4,615,086	5,036,206	5,341,551	3,818,333
FUND BALANCE REQUIREMENT:	2,551,812	2,301,182	2,455,331	2,491,905	2,667,521

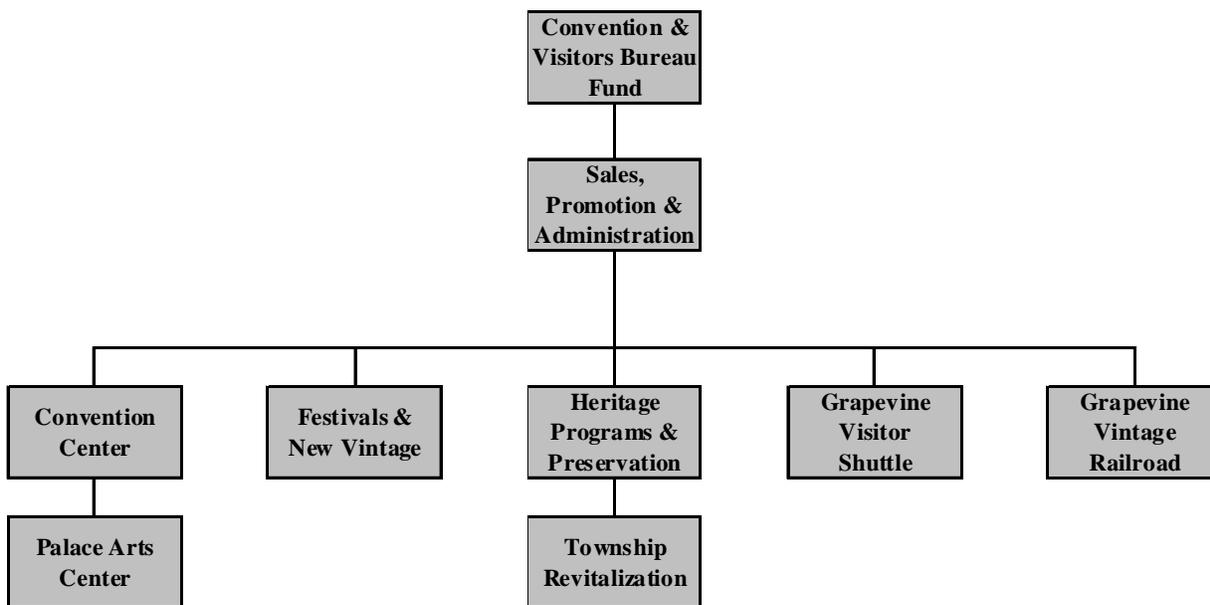
* Fund balance requirement is 16.4% of total budgeted expenditures (60 days of operation).
The FY 2012-13 projected Ending Fund Balance represents 86 days of operation.



Convention and Visitors Bureau

The Grapevine Convention & Visitors Bureau is the fourth largest CVB in Texas with 61 full-time employees. Services include: one-stop shopping for accommodations; registration assistance; convention and meeting materials; media relations; and tourism services.

The CVB also manages and operates the Grapevine Convention Center, a flexible, multi-use facility with 23,500 square feet of space; the Palace Arts Center, a multi-purpose performing arts and meeting facility; the Grapevine Vintage Railroad; the Grapevine Visitor Shuttle; and historic preservation programs.



Departmental Statistics

(for the fiscal year ended 9/30/12)

Number of information packets	44,000
Number of convention & tourism site visits	165
Web site traffic (unique visitors)	1,456,799
Hotel occupancy tax collections	\$12,245,051
Convention Center rental income	\$366,944
Palace Arts Center rental income	\$203,670
Festivals income	\$3,074,203
Festivals attendance	375,292
Grapevine Vintage Railroad ticket sales, charters and special events income	\$1,555,903
Grapevine Visitor Shuttle ridership	53,248

FY 2012-13 APPROVED OPERATING BUDGET
 CONVENTION AND VISITORS BUREAU FUND DEPARTMENTAL SUMMARY
 BY DIVISION

Expenditures by Division	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Administration	9,388,701	8,908,399	9,337,418	9,487,997	11,842,360
Heritage Programs & Preservation	398,495	175,073	234,896	179,457	230,614
Facilities	1,034,360	1,095,911	1,426,366	1,288,456	1,445,169
Grapevine Vintage Railroad	2,099,914	1,466,911	1,469,155	1,483,608	1,561,989
Festivals & New Vintage	3,066,267	3,361,930	3,036,382	3,539,961	3,499,859
Tourism Incentives	1,134,979	1,166,582	1,575,856	1,575,000	953,325
Sister Cities	4,757	42,480	17,000	9,777	26,300
Wine Pouring Society	6,167	34,550	7,600	4,763	6,600
Visitor Shuttle System	578,425	654,888	724,000	650,465	1,054,757
Total	17,712,064	16,906,724	17,828,673	18,219,484	20,620,973

CONVENTION & VISITORS BUREAU-ADMIN	2010	2011	2012	2012	2013
CVB Executive Director	1	1	1	1	1
Asst. Executive CVB Director	1	1	1	1	1
Managing Director of Sales	0	0	0	0	1
Communications Manager	0	1	1	1	1
Media Relations Manager	1	0	0	0	0
Director of Marketing	1	1	1	1	1
Advertising & Creative Manager	1	1	1	1	1
Assistant Executive Director of Sales & Marketing	1	0	0	0	0
Director of Destination Services	1	1	1	1	1
Convention Service Assistant	1	1	1	1	1
Director of Convention Sales	1	1	1	1	1
Sales Manager II	3	4	4	4	4
Sales Manager I	2	2	2	2	2
Director of Tourism Sales	1	1	1	1	1
Tourism Sales Manager	1	1	1	1	1
Museum Coordinator	0	0	0	0	1
Artist in Residence	1	0	0	0	0
Assistant to CVB Executive Director	1	1	1	1	1
Sister City Program Manager	1	0	0	0	0
Accountant II	1	1	1	1	1
Director of Finance and Administration	1	1	1	1	1
Depot Visitor Services Supervisor	1	1	1	1	1
Marketing Research Manager	1	1	1	1	1
Sales Associate	1	1	1	1	1
Secretary	2	2	2	2	2
Web Master	1	1	1	1	1
Facility Worker	1	1	1	1	1
Sponsorship Sales Manager	1	0	0	0	0
TOTAL FULL-TIME POSITIONS	29.00	26.00	26.00	26.00	28.00

FY 2012-13 APPROVED OPERATING BUDGET
 CONVENTION AND VISITORS BUREAU FUND DEPARTMENTAL SUMMARY
 BY DIVISION

<u>PART-TIME POSITIONS</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2012</u>	<u>2013</u>
Tourism Coordinator	0.80	0.80	0.80	0.80	0.80
Budget & Membership Assistant	0.47	0.47	0.47	0.47	0.47
Registration Assistant/Project Assistant	3.23	3.23	3.23	3.23	3.23
Secretary	0.80	0.80	0.80	0.80	0.80
Information Specialist	1.48	1.48	1.48	1.48	1.48
Intern	0.80	0.80	0.80	0.80	0.80
Volunteer Program Administrator	0.25	0.25	0.25	0.25	0.25
TOTAL PART-TIME POSITIONS	7.83	7.83	7.83	7.83	7.83

DIVISION TOTAL POSITIONS	36.83	33.83	33.83	33.83	35.83
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HERITAGE PROGRAMS & PRESERVATION

Director of Heritage Programs & Preservation	1	0	0	0	0
Historic Preservation Adm. Secretary	1	0	0	0	0
Heritage Program Manager	1	1	1	1	1
Historic Preservation Manager	0	1	1	1	1
Township Restoration Coordinator	1	0	0	0	0
DIVISION TOTAL POSITIONS	4.00	2.00	2.00	2.00	2.00

CONVENTION & VISITOR BUREAU - FESTIVALS

Director of Festivals & Events	1	1	1	1	1
Asst. Director of Festivals & Events	1	1	1	1	1
Festivals & Events Manager	2	0	0	0	0
Festivals & Events Manager II	0	1	1	1	1
Festivals & Events Manager I	0	1	1	1	1
Festivals & Events Assistant	1	1	1	1	1
TOTAL FULL TIME POSITIONS	5.00	5.00	5.00	5.00	5.00

PART-TIME POSITIONS

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

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

Director of Facilities	1	1	1	1	1
Convention Center Supervisor	1	1	1	1	1
Manager of Meeting & Events Facilities	1	1	1	1	1
Events Coordinator	4	4	4	4	4
Secretary	1	1	1	1	1
Food & Beverage Coordinator	1	1	1	1	1
Set-Up Worker	2	2	2	2	2
Facility Worker	1	1	1	1	1
TOTAL FULL-TIME POSITIONS	12.00	12.00	12.00	12.00	12.00

FY 2012-13 APPROVED OPERATING BUDGET
 CONVENTION AND VISITORS BUREAU FUND DEPARTMENTAL SUMMARY
 BY DIVISION

<u>PART-TIME POSITIONS</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2012</u>	<u>2013</u>
Nite Supervisor	0.081	1.081	1.081	1.081	1.081
TOTAL PART-TIME POSITIONS	0.08	1.08	1.08	1.08	1.08

DIVISION TOTAL POSITIONS	12.08	13.08	13.08	13.08	13.08
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GRAPEVINE VINTAGE RAILROAD

General Manager	1	1	1	1	1
Train Master	1	1	1	1	1
Train Service Personnel III	2	1	1	1	1
Train Supervisor	1	1	1	1	1
Roundhouse Mechanic II	0	1	1	1	1
TOTAL FULL-TIME POSITIONS	5.00	5.00	5.00	5.00	5.00

PART-TIME POSITIONS

Accounting Assistant	0.24	0.24	0.24	0.24	0.24
Train Service Personnel III	1.42	1.92	1.92	1.92	1.92
Train Service Personnel II	1.32	1.32	1.32	1.32	1.32
Train Service Personnel I	0.82	0.32	0.32	0.32	0.32
Lead Train Attendants	0.95	0.95	0.95	0.95	0.95
Train Attendants	2.78	2.78	2.78	2.78	2.78
Hostler	0.46	0.46	0.46	0.46	0.46
TOTAL PART-TIME POSITIONS	7.99	7.99	7.99	7.99	7.99

DIVISION TOTAL POSITIONS	12.99	12.99	12.99	12.99	12.99
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VISITOR SHUTTLE SYSTEM

Lead Shuttle Driver	1	1	1	1	1
Shuttle Drivers	5	5	5	5	5
TOTAL FULL-TIME POSITIONS	6.00	6.00	6.00	6.00	6.00

PART-TIME POSITIONS

Shuttle Drivers	1.95	1.95	1.95	1.95	1.95
TOTAL PART-TIME POSITIONS	1.95	1.95	1.95	1.95	1.95

DIVISION TOTAL POSITIONS	7.95	7.95	7.95	7.95	7.95
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TOTAL CONVENTION & VISITORS FUND	79.09	75.09	75.09	75.09	77.09
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**Convention & Visitors - Sales, Promotions & Administration
115-350-01**

Expenditures by Major Object	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel Services	2,882,596	2,486,193	2,492,487	2,378,780	2,645,665
Supplies	2,575,059	1,923,489	2,002,712	1,909,015	2,716,877
Maintenance	55,679	33,635	78,300	74,626	129,350
Services	1,596,759	1,581,988	1,871,841	2,065,183	2,306,915
Capital Outlay	111,567	0	0	0	0
Transfers	2,167,042	2,883,096	2,892,078	3,060,393	4,043,553
Total	9,388,701	8,908,399	9,337,418	9,487,997	11,842,360

Objectives

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

<u>Performance Indicators</u>	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Potential economic impact of sales leads generated (in millions)	\$194	\$240	\$260	\$221	\$241
Potential economic impact of booked leads	\$78	\$71	\$90	\$56	\$72
Number of convention & tourism site visits	102	140	125	165	195
Number of media FAM trips per year	11	10	12	13	12
Media releases distributed per week	3	4	5	3	3
Value of publicity generated (in millions)	\$2.00	\$4.00	\$4.10	\$6.78	\$4.90
Web site traffic (unique visitors)	1,828,509	2,000,000	2,100,000	1,456,799	2,000,000
Number of information packets distributed	40,758	45,000	42,000	44,000	45,000
Number of groups serviced	198	155	175	152	165

**Convention & Visitors - Heritage Programs & Preservation
115-350-02**

Expenditures by Major Object	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel Services	332,816	137,132	161,831	146,989	164,729
Supplies	29,596	10,805	24,900	4,766	21,000
Maintenance	38	0	0	0	0
Services	29,045	27,136	48,165	27,702	44,885
Capital Outlay	0	0	0	0	0
Transfers	7,000	0	0	0	0
Total	398,495	175,073	234,896	179,457	230,614

Objectives

- Assist Main Street merchants and building owners through programs and services consisting of schematic design, construction modifications, tax credits and ADA compatibility.
- Facilitate further implementation of the Historic Preservation Ordinance through coordination with the Preservation Commission and planning and zoning applications.
- Continue development of Township Revitalization Project through advertisement, award of grants and low interest loans for homeowners.
- Facilitate further development of the Cultural Resource Survey book.
- Assist the community volunteer leadership and supervise division operations in the areas of preservation programs, cultural arts programs and heritage education programs.
- Develop and facilitate all educational and promotional materials for the programs of Heritage Programs & Preservation.

Performance Indicators	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Certificate of Appropriateness (CA)	111	90	110	70	80
Number of properties researched & added to the Cultural Resource Survey	61	30	30	30	25
Number of grants awarded	4	0	1	10	4
Assisted historic housing projects	37	35	40	60	60
Main Street merchants assisted	33	35	30	30	35
Heritage Experience school tours	73	40	55	40	55

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

Expenditures by Major Object	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel Services	681,391	698,469	723,026	710,482	809,349
Supplies	109,187	126,500	338,750	284,370	218,500
Maintenance	69,513	74,810	79,600	77,406	80,840
Services	174,270	196,132	255,990	216,198	307,480
Capital Outlay	0	0	29,000	0	29,000
Transfers	0	0	0	0	0
Total	1,034,360	1,095,911	1,426,366	1,288,456	1,445,169

Objectives

- Increase revenues at all rental facilities (Convention Center, Palace Arts Center, Concourse, Nash Farm, and Heritage Center.)
- Increase number of new and repeat clients.
- Direct overflow event referrals to other local meeting facilities including Beach Club, Austin Ranch, the Ranch of the Lonesome Dove, and Grapevine hotels.
- Development and implementation of the building maintenance program for all CVB facilities.
- Development and implementation of a facilities marketing program.
- Program and promote entertainment, performing arts, and movies at Palace Arts Center.

<u>Performance Indicators</u>	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Convention Center number of events held.	502	400	500	362	450
Number of days Convention Center building in use.	322	320	340	281	327
Palace Arts Center number of events held.	380	325	370	378	358
Number of days Palace Arts Center building in use.	263	290	300	237	284
Concourse number of events held.	NA	130	140	129	180
Number of days Concourse building in use.	NA	140	170	151	185
All facilities number of repeat bookings.	364	420	420	416	405
All facilities number of new client bookings.	166	155	150	242	165
All facilities economic impact.	\$7,213,788	\$7,000,000	\$7,500,000	\$5,209,200	\$7,237,929
Number of leads referred to other facilities.	207	280	260	248	251

Convention & Visitors - Festivals & New Vintage
115-350-05

Expenditures by Major Object	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel	476,623	602,257	685,332	509,872	676,234
Supplies	0	0	0	1,076	0
Maintenance	0	0	0	0	0
Services	2,588,143	2,759,673	2,351,050	3,029,012	2,823,625
Capital Outlay	0	0	0	0	0
Transfers	1,500	0	0	0	0
Total	3,066,267	3,361,930	3,036,382	3,539,961	3,499,859

Objectives

- Develop and produce festivals and events that promote Grapevine as a tourism and meetings destination.
- Increase awareness of Grapevine Market and Grapevine Farmers Market and increase vendors.
- Create an expanded program of the "Christmas on Main Street" activities in conjunction with the Grapevine Vintage Railroad's North Pole Express to promote Grapevine as the "Christmas Capital of Texas."
- Work with local service organizations to provide them the opportunity for revenue-generating activities by members working on behalf of their organization or having a booth at festivals.
- Work with the Sales division and Grapevine hotels to create specific packages to promote the City as a meetings and tourism destination.
- Support the Grapevine Wine Pouring Society and the participation of that organization in festivals and other City events.

<u>Performance Indicators</u>	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Attendance at New Vintage tastings	1,124	857	1,100	880	1,000
New Vintage Wine Train attendance	758	738	700	667	700
Attendance at New Vintage Blessing	500	600	800	500	600
Main Street Days attendance	110,148	160,990	155,000	150,292	165,000
GrapeFest attendance	226,124	225,000	225,000	225,000	230,000
GrapeFest People's Choice attendance	5,230	7,000	7,000	6,000	7,200
Number of Events and Activities supported	189	150	160	150	160
Wine Pouring Society Activities supported	36	35	40	40	40

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

Expenditures by Major Object	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel Services	557,392	550,344	528,320	459,734	536,224
Supplies	0	0	0	0	0
Maintenance	0	13	0	52	0
Services	894,086	916,555	940,835	1,023,822	1,025,765
Capital Outlay	648,436	0	0	0	0
Transfers	0	0	0	0	0
Total	2,099,914	1,466,911	1,469,155	1,483,608	1,561,989

Objectives

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

Performance Indicators	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Total annual passengers	94,188	130,000	132,600	116,000	132,600
Average ridership per week	1,811	2,450	2,550	2,230	2,550
Charters	3	10	15	6	15
Special runs	177	200	220	140	220

**Convention & Visitors - Convention Tourism Incentives
215-225-01**

<u>Expenditures by Major Object</u>	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel Services	0	0	0	0	0
Supplies	500,977	447,724	845,950	840,000	130,000
Maintenance	0	0	0	0	0
Services	634,001	718,858	729,906	735,000	823,325
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	1,134,979	1,166,582	1,575,856	1,575,000	953,325

Objectives

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

<u>Performance Indicators</u>	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Economic impact of conventions serviced (in millions)	\$72.0	\$79	\$83	\$83.0	\$85.0
Average hours worked at convention information kiosk (per month)	100	100	120	215	190

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

Expenditures by Major Object	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel	0	0	0	0	0
Supplies	4,757	42,480	17,000	9,777	26,300
Maintenance	0	0	0	0	0
Services	0	0	0	0	0
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	4,757	42,480	17,000	9,777	26,300

Objectives

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

<u>Performance Indicators</u>	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Number of exchange programs between Grapevine and her sister cities	10	8	10	8	7
Number of student interns	1	2	3	3	6
Number of participants in sister city committees and programs	325	320	300	220	300
Number of participants in sister city programs originating in our sister cities	104	200	200	35	43

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

<u>Expenditures by Major Object</u>	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel	0	0	0	0	0
Supplies	6,167	34,550	7,600	4,763	6,600
Maintenance	0	0	0	0	0
Services	0	0	0	0	0
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Total	6,167	34,550	7,600	4,763	6,600

Objectives

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

<u>Performance Indicators</u>	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Number of events serviced by the Grapevine Wine Pouring Society	20	20	25	25	25
Number of hours of service provided by Grapevine wine pourers	3,230	768	800	2,000	2,500
Average attendance at monthly Grapevine Wine Pouring Society meetings	76	85	92	80	85
Number of TABC certifications	57	90	90	70	90

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

Expenditures by Major Object	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel	183,115	215,269	259,112	215,045	267,557
Supplies	65,709	83,105	102,600	84,823	119,900
Maintenance	0	91	2,000	0	1,400
Services	295,741	331,655	360,288	350,597	300,900
Capital Outlay	20,860	0	0	0	15,000
Transfers	12,999	24,768	0	0	350,000
Total	578,425	654,888	724,000	650,465	1,054,757

Objectives

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

<u>Performance Indicators</u>	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Total Ridership for the year	37,675	43,631	45,000	53,248	58,500

FY 2012-13 APPROVED OPERATING BUDGET
FUND 116 - STORMWATER DRAINAGE

- Budget At-A-Glance -

<u>REVENUE AND OTHER FINANCING SOURCES:</u>	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Drainage Utility Fees	1,359,412	1,367,305	1,380,285	1,380,260
Interest Income	12,421	7,000	10,552	5,000
Interest Income - 2000 C.O.	427	600	380	400
Miscellaneous	-4,915	0	365,186	0
Transfers In	0	0	0	0
Total	1,367,345	1,374,905	1,756,402	1,385,660

<u>EXPENDITURES AND OTHER FINANCING USES:</u>	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel	429,485	463,809	457,393	480,683
Supplies	50,825	69,700	52,618	73,700
Maintenance	115,517	205,000	199,307	155,000
Services	229,392	248,320	242,529	264,198
Transfers Out	191,532	541,411	543,088	789,507
Capital Outlay	0	300,000	78,378	1,100,000
Total	1,016,752	1,828,240	1,573,314	2,863,088

<u>PERSONNEL SUMMARY: ⁽¹⁾</u>	2012-13 Approved
Foreman	1.00
Crew Leader	1.00
Equipment Operator III	2.00
Equipment Operator II	2.00
Equipment Operator I	1.00
GIS Specialist	1.00
Total	8.00

⁽¹⁾ In full-time equivalents

FY 2012-13 APPROVED OPERATING BUDGET
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
STORMWATER DRAINAGE UTILITY FUND

	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
BEGINNING FUND BALANCE:	2,411,205	2,656,455	3,007,049	3,007,049	3,190,137
OPERATING REVENUE:					
Drainage Utility Fees	1,359,089	1,359,412	1,367,305	1,380,285	1,380,260
Interest Income	16,020	12,421	7,000	10,552	5,000
Interest Income - 2000 C.O.	725	427	600	380	400
Miscellaneous	77,372	(4,915)	0	365,186	0
Total Operating Revenue	1,453,206	1,367,345	1,374,905	1,756,402	1,385,660
TRANSFERS IN:	0	0	0	0	0
TOTAL REVENUE AND TRANSFERS	1,453,206	1,367,345	1,374,905	1,756,402	1,385,660
OPERATING EXPENDITURES:					
Personnel	430,407	429,485	463,809	457,393	480,683
Supplies	38,360	50,825	69,700	52,618	73,700
Maintenance	72,396	115,517	205,000	199,307	155,000
Services	268,711	229,392	248,320	242,529	264,198
Capital Outlay	61,639	0	300,000	78,378	1,100,000
Total Operating Expenditures	871,513	825,219	1,286,829	1,030,225	2,073,581
TRANSFERS OUT:					
Transfer to General Fund - Admin Fee	103,133	103,033	102,548	104,225	103,519
Transfer to Debt Service Fund	233,309	88,499	113,863	113,863	113,988
Transfer to Equipment Acquisition Fund	0	0	325,000	325,000	572,000
Total Transfers Out	336,442	191,532	541,411	543,088	789,507
TOTAL EXPENDITURES AND TRANSFERS	1,207,955	1,016,752	1,828,240	1,573,314	2,863,088
SURPLUS (DEFICIT) OF REVENUE OVER (UNDER) EXPENDITURES:	245,250	350,593	(453,335)	183,088	(1,477,428)
ENDING FUND BALANCE:	2,656,455	3,007,049	2,553,714	3,190,137	1,712,709
FUND BALANCE REQUIREMENT:	143,262	135,653	211,534	169,352	340,863

* Fund balance requirement is 16.4% of total budgeted expenditures (60 days of operation).
The FY 2012-13 projected Ending Fund Balance represents **301** days of operation.

FY 2012-13 APPROVED OPERATING BUDGET
 STORMWATER DRAINAGE UTILITY FUND
 DEPARTMENTAL SUMMARY

Expenditures by Major Object	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel Services	430,407	429,485	463,809	457,393	480,683
Supplies	38,360	50,825	69,700	52,618	73,700
Maintenance	72,396	115,517	205,000	199,307	155,000
Services	267,105	228,612	246,715	242,354	262,593
Capital Outlay	61,639	0	300,000	78,378	1,100,000
Transfers	338,047	192,312	543,016	543,263	791,112
Total	1,207,955	1,016,752	1,828,240	1,573,314	2,863,088

<u>SDUS - OPERATIONS</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2012</u>	<u>2013</u>
Street Foreman	1	1	1	1	1
Crew Leader	1	1	1	1	1
Equip Op III	2	2	2	2	2
Equip Op II	2	2	2	2	2
Equip Op I	1	1	1	1	1
GIS Engineer Specialist	1	1	1	1	1
TOTAL FULL-TIME POSITIONS	8.00	8.00	8.00	8.00	8.00

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

Expenditures by Major Object	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel Services	430,407	429,485	463,809	457,393	480,683
Supplies	38,360	50,825	69,700	52,618	73,700
Maintenance	72,396	115,517	205,000	199,307	155,000
Services	267,105	228,612	246,715	242,354	262,593
Capital Outlay	61,639	0	300,000	78,378	1,100,000
Transfers	338,047	192,312	543,016	543,263	791,112
Total	1,207,955	1,016,752	1,828,240	1,573,314	2,863,088

Objectives

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

<u>Performance Indicators</u>	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Ditch excavation (linear feet)	7,015	9,505	12,000	11,000	12,000
Reset reinforced concrete pipe (linear feet)	1,817	736	800	3,000	800
Clean storm sewer structures	1,044	901	950	900	950
Clean debris adjacent to bridges (times / year)	4	4	4	4	4
Sweeping miles	15,867	19,044	17,000	16,500	17,000

FY 2012-13 APPROVED OPERATING BUDGET
 FUND 117 - CRIME CONTROL & PREVENTION

- Budget At-A-Glance -

REVENUE AND OTHER FINANCING SOURCES:	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Sales Tax (1/2 cent)	10,976,699	11,350,000	11,286,914	11,665,000
Commercial Vehicle Enforcement	123,750	100,000	150,181	250,000
Interest Income	3,751	7,500	3,435	8,004
Transfers In	1,585,000	1,500,000	1,500,000	1,300,000
Miscellaneous	-68	6,149	220	0
Total	12,689,133	12,963,649	12,940,750	13,223,004

EXPENDITURES AND OTHER FINANCING USES:	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel	9,110,676	9,657,141	9,302,593	10,056,800
Supplies	493,700	614,462	610,675	645,373
Maintenance	87,179	120,800	106,875	132,800
Services	2,086,065	2,238,578	2,226,231	2,388,031
Transfers Out	0	0	0	0
Capital Outlay	100,740	375,747	381,628	0
Total	11,878,360	13,006,728	12,628,001	13,223,004

EXPENDITURES AND PERSONNEL BY PROGRAM:	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved	Personnel ⁽¹⁾
Uniform Operations	7,225,221	8,076,430	7,853,355	8,161,564	74.34
Criminal Investigations	2,381,364	2,475,316	2,436,071	2,493,861	22.00
Technical Services	2,214,480	2,445,982	2,325,222	2,521,824	25.09
Commercial Vehicle Enforcement	57,294	9,000	13,353	45,755	1.00
Total	11,878,360	13,006,728	12,628,001	13,223,004	122.43

⁽¹⁾ In full-time equivalents

FY 2012-13 APPROVED OPERATING BUDGET
 STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
 CRIME CONTROL & PREVENTION DISTRICT

	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
BEGINNING FUND BALANCE:	(506,441)	(502,399)	308,373	308,373	621,122
OPERATING REVENUE:					
Sales Tax (1/2 cent)	10,146,900	10,976,699	11,350,000	11,286,914	11,665,000
Commercial Vehicle Enforcement	0	123,750	100,000	150,181	250,000
Interest Income	3,779	3,751	7,500	3,435	8,004
Miscellaneous	21,581	(68)	6,149	220	0
Total Operating Revenue	10,172,260	11,104,133	11,463,649	11,440,750	11,923,004
TRANSFERS IN:					
Transfer from Special Revenue Fund	13,735	0	0	0	0
Transfer from Capital Equipment Fund	0	85,000	0	0	0
Transfer from General Fund	2,003,300	1,500,000	1,500,000	1,500,000	1,300,000
Total Transfers In	2,017,035	1,585,000	1,500,000	1,500,000	1,300,000
TOTAL REVENUE AND TRANSFERS	12,189,295	12,689,133	12,963,649	12,940,750	13,223,004
OPERATING EXPENDITURES:					
Personnel	9,184,394	9,110,676	9,657,141	9,302,593	10,056,800
Supplies	652,837	493,700	614,462	610,675	645,373
Maintenance	82,654	87,179	120,800	106,875	132,800
Services	2,086,224	2,086,065	2,238,578	2,226,231	2,388,031
Capital Outlay	23,344	100,740	375,747	381,628	0
Total Operating Expenditures	12,029,453	11,878,360	13,006,728	12,628,001	13,223,004
TRANSFERS OUT:					
Transfer to Debt Service	155,800	0	0	0	0
Total Transfers Out	155,800	0	0	0	0
TOTAL EXPENDITURES AND TRANSFERS	12,185,253	11,878,360	13,006,728	12,628,001	13,223,004
SURPLUS (DEFICIT) OF REVENUE OVER (UNDER) EXPENDITURES:	4,042	810,772	(43,079)	312,749	0
ENDING FUND BALANCE:	(502,399)	308,373	265,294	621,122	621,122

FY 2012-13 APPROVED OPERATING BUDGET
DEPARTMENTAL SUMMARY
209 - POLICE

CRIME CONTROL AND PREVENTION DISTRICT FUND ONLY					
Expenditures by Division	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Uniform Operations	7,622,204	7,225,221	8,076,430	7,853,355	8,161,564
Criminal Investigations	2,382,334	2,381,364	2,475,316	2,436,071	2,493,861
Technical Services	2,176,586	2,214,480	2,445,982	2,325,222	2,521,824
Commercial Vehicle Enforcement	4,129	57,294	9,000	13,353	45,755
Total	12,185,253	11,878,360	13,006,728	12,628,001	13,223,004

<u>POLICE</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2012</u>	<u>2013</u>
Police Captain	2	3	3	3	3
Lieutenant	4	4	4	4	4
Sergeant	12	12	12	12	12
Corporal	1	0	0	0	0
Sr. Officer	25	24	22	22	22
Police Officer	37	40	40	40	42
Police Recruit	0	0	1	1	1
Jail Supervisor	1	1	1	1	1
Jailer	5	5	5	5	5
Technical Services Manager	1	0	0	0	0
Communications Supervisor	1	1	1	1	1
Dispatch Supervisor	3	3	3	3	3
Telecommunicator	14	14	14	14	14
Technical Services Specialist	1	1	1	1	1
Records Supervisor	0	0	0	1	1
Records Specialist	4	4	4	3	3
Crime Scene Technician II	1	2	2	2	2
Crime Scene Technician I	1	0	0	0	0
Investigative Assistant	1	1	1	1	1
Warrant Clerk	0	0	0	0	1
Secretary	3	3	3	3	3
TOTAL FULL-TIME POSITIONS	117.00	118.00	117.00	117.00	120.00

<u>PART-TIME POSITIONS</u>					
School Crossing Guard	2.34	2.34	2.34	2.34	2.34
Telecommunicator	0.09	0.09	0.09	0.09	0.09
TOTAL PART TIME POSITIONS	2.43	2.43	2.43	2.43	2.43

TOTAL CCPD FUND	119.43	120.43	119.43	119.43	122.43
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**CCPD - Uniform Operations
117-209-2**

Expenditures by Major Object	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel Services	5,950,907	5,811,416	6,187,933	5,934,411	6,472,890
Supplies	459,585	351,453	457,041	449,745	458,252
Maintenance	3,681	1,870	6,000	4,836	6,000
Services	1,045,208	1,053,352	1,114,709	1,151,388	1,224,422
Capital Outlay	7,023	7,130	310,747	312,976	0
Transfers	155,800	0	0	0	0
Total	7,622,204	7,225,221	8,076,430	7,853,355	8,161,564

Objectives

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

<u>Performance Indicators</u>	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Hazardous Moving Violations	11,413	12,289	12,000	13,766	12,500
Specialized Patrol Operations	60	65	65	75	70

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

Expenditures by Major Object	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel Services	1,892,764	1,935,186	1,998,679	1,977,529	2,051,021
Supplies	60,158	40,931	45,214	42,088	45,014
Maintenance	0	0	0	0	0
Services	420,273	405,247	431,423	416,453	397,826
Capital Outlay	9,140	0	0	0	0
Transfers	0	0	0	0	0
Total	2,382,334	2,381,364	2,475,316	2,436,071	2,493,861

Objectives

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

<u>Performance Indicators</u>	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Follow-up investigation for 100% of all applicable arrests	1,236	1,354	1,200	846	1,200
Follow-up investigation for 100% of all high solvability cases	1,761	1,791	2,000	2,396	2,000
Track all registered sex offenders in the city to ensure compliance.	NA	NA	30	31	34

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

Expenditures by Major Object	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel Services	1,340,724	1,364,075	1,470,529	1,390,652	1,496,134
Supplies	128,965	98,873	105,607	113,561	135,507
Maintenance	78,973	85,309	114,800	102,039	126,800
Services	620,744	627,243	690,046	656,132	763,383
Capital Outlay	7,180	38,981	65,000	62,837	0
Transfers	0	0	0	0	0
Total	2,176,586	2,214,480	2,445,982	2,325,222	2,521,824

Objectives

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

Performance Indicators	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Average response time for all Priority 1 calls (minutes)	3:00	4:46	3:00	3:32	3:00
Average response time for non-emergency calls (minutes)	4:00	6:26	4:00	4:29	4:00
Education programs conducted	5	5	5	5	5

**CCPD - Commercial Vehicle Enforcement
117-209-9**

Expenditures by Major Object	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel Services	0	0	0	0	36,755
Supplies	4,129	2,443	6,600	5,281	6,600
Maintenance	0	0	0	0	0
Services	0	222	2,400	2,258	2,400
Capital Outlay	0	54,629	0	5,815	0
Transfers	0	0	0	0	0
Total	4,129	57,294	9,000	13,353	45,755

Objectives

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

<u>Performance Indicators</u>	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Commercial Vehicle Enforcement Revenue	\$0	\$123,750	\$100,000	\$150,181	\$250,000

FY 2012-13 APPROVED OPERATING BUDGET
FUND 119 - LAKE PARKS SPECIAL REVENUE

- Budget At-A-Glance -

REVENUE AND OTHER FINANCING SOURCES:	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Boat Ramp Fees	150,411	150,000	146,061	155,000
Pavilion Fees	39,231	40,000	45,318	45,000
Camping Fees	968,338	1,200,500	1,294,892	1,300,000
Entrance Fees	274,939	300,000	356,505	375,000
Interest & Misc. Income	77,445	95,000	85,587	312,500
Transfers In	0	0	0	0
Total	1,510,364	1,785,500	1,928,362	2,187,500

EXPENDITURES AND OTHER FINANCING USES:	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel	144,737	138,429	153,353	194,424
Supplies	210,113	143,500	209,746	190,400
Maintenance	86,531	65,000	96,174	85,000
Services	934,249	911,139	969,423	955,987
Transfers Out	400,144	336,566	336,566	327,651
Capital Outlay	143,797	0	0	0
Total	1,919,570	1,594,634	1,765,262	1,753,462

PERSONNEL SUMMARY: ⁽¹⁾	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Assistant Director of Parks & Recreation	0.500	0.500	0.500	0.500
Lake Parks Foreman	1.000	1.000	1.000	1.000
Crew Worker	0.000	0.000	0.000	1.000
Temporary / Seasonal	0.190	0.190	0.190	0.190
Total	1.690	1.690	1.690	2.690

⁽¹⁾ In full-time equivalents

FY 2012-13 APPROVED OPERATING BUDGET
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
LAKE PARKS SPECIAL REVENUE FUND

	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
BEGINNING FUND BALANCE:	(524,465)	(712,632)	(1,121,838)	(1,121,838)	(958,738)
OPERATING REVENUE:					
Boat Ramp Fees	145,183	150,411	150,000	146,061	155,000
Pavilion Fees	36,207	39,231	40,000	45,318	45,000
Camping Fees	645,180	968,338	1,200,500	1,294,892	1,300,000
Entrance Fees	231,070	274,939	300,000	356,505	375,000
Merchandise Sales	27,107	60,407	85,000	72,063	300,000
Interest & Misc. Income	9,853	17,038	10,000	13,523	12,500
Total Operating Revenue	1,094,600	1,510,364	1,785,500	1,928,362	2,187,500
TRANSFERS IN:					
Total Transfers In	0	0	0	0	0
TOTAL REVENUE AND TRANSFERS	1,094,600	1,510,364	1,785,500	1,928,362	2,187,500
OPERATING EXPENDITURES:					
Personnel	126,993	144,737	138,429	153,353	194,424
Supplies	148,713	210,113	143,500	209,746	190,400
Maintenance	42,777	86,531	65,000	96,174	85,000
Services	745,033	934,249	911,139	969,423	955,987
Capital Outlay	0	143,797	0	0	0
Total Operating Expenditures	1,063,516	1,519,426	1,258,068	1,428,696	1,425,811
TRANSFERS OUT:					
Transfer to Debt Service Fund	156,238	337,132	336,566	336,566	327,651
Transfer to Utility Fund	63,012	63,012	0	0	0
Total Transfers Out	219,250	400,144	336,566	336,566	327,651
TOTAL EXPENDITURES AND TRANSFERS	1,282,766	1,919,570	1,594,634	1,765,262	1,753,462
SURPLUS (DEFICIT) OF REVENUE OVER (UNDER) EXPENDITURES:	(188,167)	(409,206)	190,866	163,100	434,038
ENDING FUND BALANCE:	(712,632)	(1,121,838)	(930,972)	(958,738)	(524,700)

**Parks & Recreation - Lake Parks
119-312-9**

Expenditures by Major Object	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel Services	126,993	144,737	138,429	153,353	194,424
Supplies	148,713	210,113	143,500	209,746	190,400
Maintenance	42,777	86,530	65,000	96,174	85,000
Services	745,033	934,249	911,139	969,423	955,987
Capital Outlay	0	143,797	0	0	0
Transfers	219,250	400,144	336,566	336,566	327,651
Total	1,282,766	1,919,569	1,594,634	1,765,262	1,753,462

Objectives

- Obtain and maintain high national, state, and professional campground ratings
- Market / advertise / promote campground to meet 65% occupancy goal.
- Develop a Lake Parks wide marketing program to reduce subsidation of non campground parks

Performance Indicators	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Campground occupancy rate	68%	57%	71%	60%	65%
Annual boat ramp passes sold (resident / non-resident)	780 / 394	844/330	720 / 480	700/400	720/400
Pavilion rentals	85	123	90	95	110
Revenue	\$1,094,600	\$1,510,364	\$1,785,500	\$1,818,200	\$1,997,500

FY 2012-13 APPROVED OPERATING BUDGET
FUNDS 120 & 122 - 4B ECONOMIC DEVELOPMENT

- Budget At-A-Glance -

REVENUE AND OTHER FINANCING SOURCES:	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Sales Tax	11,448,748	11,350,000	11,637,444	11,875,000
Interest Income	30,067	50,000	30,478	53,000
Total	11,478,815	11,400,000	11,667,922	11,928,000

EXPENDITURES AND OTHER FINANCING USES:	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Professional Services	15,697	0	7,283	5,000
Contractual Services	7,568,793	7,372,818	7,768,204	7,572,693
Capital Outlay	1,240	0	1,660	0
Transfers	625,818	571,328	631,545	750,035
Total	8,211,548	7,944,146	8,408,691	8,327,728

FY 2012-13 APPROVED OPERATING BUDGET
 STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
 4B ECONOMIC DEVELOPMENT FUND

	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
BEGINNING FUND BALANCE:	4,560,934	7,420,356	10,687,723	10,687,723	13,946,954
OPERATING REVENUE:					
Sales Tax	10,639,489	11,448,748	11,350,000	11,637,444	11,875,000
Interest Income	32,723	30,067	50,000	30,478	53,000
Miscellaneous	0	100	0	0	0
Total Operating Revenue	10,672,211	11,478,915	11,400,000	11,667,922	11,928,000
TRANSFERS IN:	0	0	0	0	0
TOTAL REVENUE AND TRANSFERS	10,672,211	11,478,915	11,400,000	11,667,922	11,928,000
OPERATING EXPENDITURES:					
Supplies	0	0	0	0	0
Professional Services	52,057	15,697	0	7,283	5,000
Contractual Services - The T	7,165,037	7,568,793	7,372,818	7,768,204	7,572,693
Capital Outlay	24,017	1,240	0	1,660	0
Total Operating Expenditures	7,241,111	7,585,730	7,372,818	7,777,147	7,577,693
TRANSFERS OUT:					
Transfer to Visitor Shuttle Fund	327,472	368,759	359,453	366,970	527,379
Transfer to General Fund - Admin Fee	244,206	257,059	211,875	264,575	222,656
Total Transfers Out	571,678	625,818	571,328	631,545	750,035
TOTAL EXPENDITURES AND TRANSFERS	7,812,789	8,211,548	7,944,146	8,408,691	8,327,728
SURPLUS (DEFICIT) OF REVENUE OVER (UNDER) EXPENDITURES:	2,859,422	3,267,366	3,455,854	3,259,231	3,600,272
ENDING FUND BALANCE:	7,420,356	10,687,723	14,143,577	13,946,954	17,547,226
RESERVES:					
Reserved for Economic Development Projects	1,671,903	2,212,005	2,712,005	2,779,632	3,279,632
Reserved for Train Station Improvements	5,748,453	8,475,718	11,431,572	11,167,322	14,267,594
Total Reserves	7,420,356	10,687,723	14,143,577	13,946,954	17,547,226

**4B Economic Development & Transit Funds
Funds 120 & 122**

Expenditures by Major Object	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel Services	0	0	0		0
Supplies	0	0	0	0	0
Maintenance	0	0	0	0	0
Services	7,217,094	7,584,490	7,372,818	7,775,487	7,577,693
Capital Outlay	24,017	1,240	0	1,660	0
Transfers	571,678	625,818	571,328	631,545	750,035
Total	7,812,789	8,211,548	7,944,146	8,408,691	8,327,728

Objectives

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

<u>Performance Indicators</u>	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Contractual payments to the the Fort Worth Transit Authority (The "T")	7,165,037	7,568,793	7,372,818	7,768,204	7,572,693
Reserved for Train Station Improvements	5,748,453	8,475,718	11,431,572	11,167,322	14,267,594
Reserved for Economic Development Projects	1,671,903	2,212,005	2,712,005	2,779,632	3,279,632
Transfers to Grapevine Visitor Shuttle system	327,472	368,759	359,453	366,970	527,379

FY 2012-13 APPROVED OPERATING BUDGET
FUND 111 - MUNICIPAL COURT TECHNOLOGY

- Budget At-A-Glance -

REVENUE AND OTHER FINANCING SOURCES:	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Court Technology Fees	41,488	42,000	45,966	45,000
Interest Income	402	220	352	300
Miscellaneous	0	0	0	0
Transfers In	0	0	0	0
Total	41,890	42,220	46,318	45,300

EXPENDITURES AND OTHER FINANCING USES:	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel	0	0	0	0
Supplies	0	48,754	42,971	0
Maintenance	0	0	0	0
Services	619	16,800	16,800	17,188
Transfers Out	0	22,466	22,446	22,722
Capital Outlay	0	0	0	0
Total	619	88,020	82,217	39,910

FY 2012-13 APPROVED OPERATING BUDGET
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
MUNICIPAL COURT TECHNOLOGY FUND

	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
BEGINNING FUND BALANCE:	169	46,457	87,728	87,728	51,830
OPERATING REVENUE:					
Court Technology Fees	46,019	41,488	42,000	45,966	45,000
Interest Income	270	402	220	352	300
Total Operating Revenue	46,289	41,890	42,220	46,318	45,300
TRANSFERS IN:	0	0	0	0	0
TOTAL REVENUE AND TRANSFERS	46,289	41,890	42,220	46,318	45,300
OPERATING EXPENDITURES:					
Personnel	0	0	0	0	0
Supplies	0	0	48,754	42,971	0
Maintenance	0	0	0	0	0
Services	0	619	16,800	16,800	17,188
Capital Outlay	0	0	0	0	0
Total Operating Expenditures	0	619	65,554	59,771	17,188
TRANSFERS OUT:					
Transfer to Debt Service Fund	0	0	22,466	22,446	22,722
Total Transfers Out	0	0	22,466	22,446	22,722
TOTAL EXPENDITURES AND TRANSFERS	0	619	88,020	82,217	39,910
SURPLUS (DEFICIT) OF REVENUE OVER (UNDER) EXPENDITURES:	46,289	41,271	(45,800)	(35,899)	5,390
ENDING FUND BALANCE:	46,457	87,728	41,928	51,830	57,220

**Municipal Court Technology Fund
111-107-1**

<u>Expenditures by Major Object</u>	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Proposed
Personnel Services	0	0	0	0	0
Supplies	0	0	48,754	42,971	0
Maintenance	0	0	0	0	0
Services	0	619	16,800	16,800	17,188
Capital Outlay	0	0	0	0	0
Transfers	0	0	22,466	22,446	22,722
Total	0	619	88,020	82,217	39,910

Objectives

- Provide funding for the purchase, installation, training and maintenance of an easy-to-use system that will allow defendants to pay fines by credit card or electronic check via Internet.
- Allows court staff to manage files easily & effectively.
- Provides a simple indexing and search system.
- Eliminates printing costs of numerous NCR forms and moves court toward a “paper lite” or paperless system.

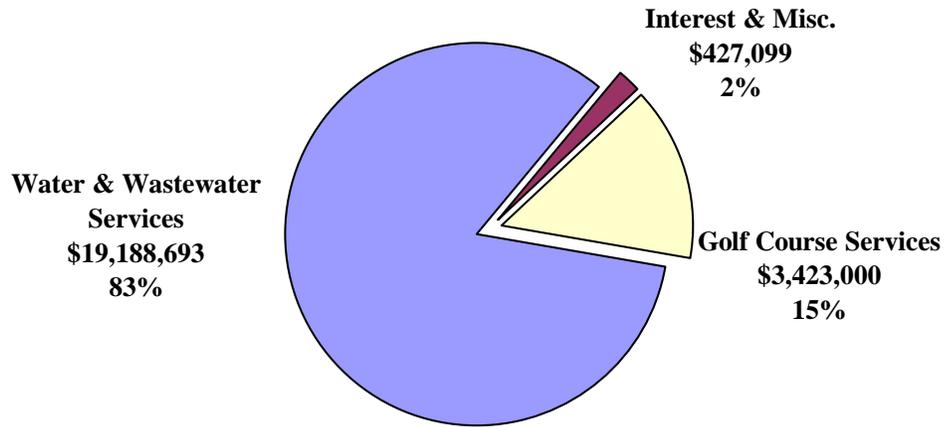
CITY OF GRAPEVINE, TEXAS
 FY 2012-13 APPROVED OPERATING BUDGET
 SUMMARY TABLE OF ALL FUNDS

-- ENTERPRISE FUNDS --

	Utility Enterprise Fund	Lake Enterprise Fund	Total All Funds
REVENUES AND OTHER FINANCING SOURCES:			
Charges for Services	19,188,693	3,423,000	22,611,693
Interest Income	71,500	650	72,150
Miscellaneous	332,500	22,449	354,949
Total Revenues	19,592,693	3,446,099	23,038,792
EXPENDITURES AND OTHER FINANCING USES:			
Personnel	2,990,318	1,404,269	4,394,587
Supplies	873,541	354,104	1,227,645
Maintenance	485,872	103,469	589,341
Services	13,045,662	896,246	13,941,908
Debt Service	2,037,479	431,275	2,468,754
Transfers Out	1,444,514	256,736	1,701,250
Capital Outlay	1,745,605		1,745,605
Total Expenditures	22,622,991	3,446,099	26,069,090
NET CHANGE IN FUND BALANCE	(3,030,298)	-	(3,030,298)
BEGINNING FUND BALANCE	6,914,566	(2,937,758)	3,976,808
ENDING FUND BALANCE	3,884,268	(2,937,758)	946,510

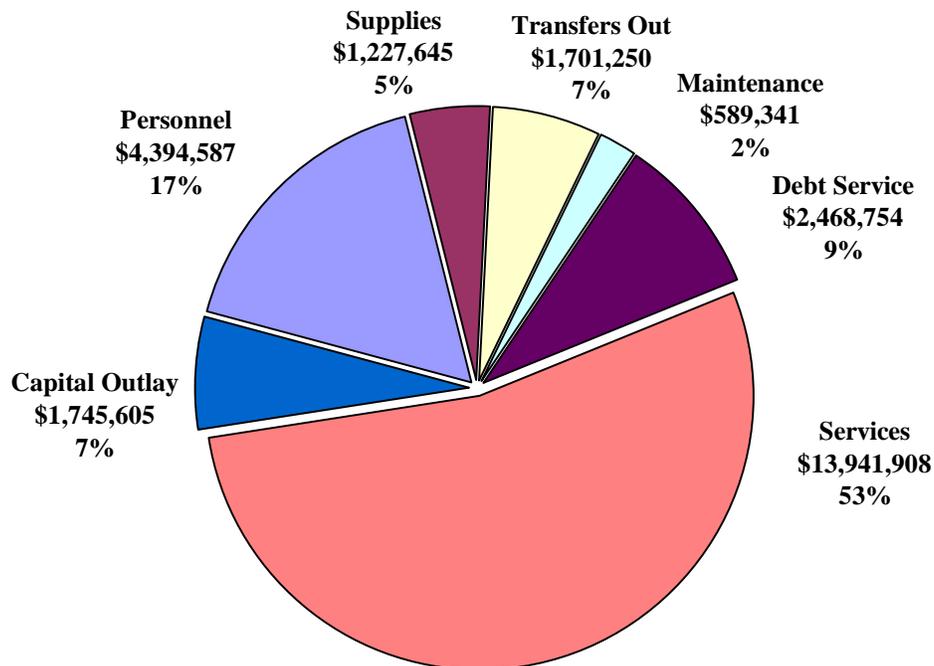
REVENUE FUNDING SOURCES

"Where The Money Comes From"



EXPENDITURE FUNDING USES

"Where the Money Goes"



Revenue and Other Financing Sources

FY12 revenue is budgeted at \$23 million, a decrease of \$361,000 (-1.5%) from the previous year's budget. A vast majority (97%) consists of charges for services, which represent water and wastewater services in the Utility fund, and golf course services in the Lake Enterprise fund.

Water Sales are budgeted at \$12.3 million, down from last year's budget of \$12.7 million. Water sales in FY12 were \$12.3 million and represented a 6% decrease from the previous year. In addition, there is no increase in water rates for FY13.

WATER SALES	<u>FY-2007</u>	<u>FY-2008</u>	<u>FY-2009</u>	<u>FY-2010</u>	<u>FY-2011</u>	<u>FY-2012</u>
Collections	\$9,910,639	\$11,818,609	\$11,255,031	\$11,364,424	\$13,124,652	\$12,300,239
Gain / (Loss)	(\$2,686,848)	\$1,907,970	(\$563,578)	\$109,393	\$1,760,228	(\$824,413)
% Change	-21%	19%	-5%	1%	15%	-6%

Wastewater Charges are budgeted at \$6.6 million, and represent no change from the previous year. Revenue in this category increased by less than 1% in FY12, up \$6,000 from the previous year. There is no increase in wastewater rates for FY13. Combined water and wastewater charges represent 83% of revenue in the Enterprise Funds category, down from 85% the previous year.

WASTEWATER SALES	<u>FY-2007</u>	<u>FY-2008</u>	<u>FY-2009</u>	<u>FY-2010</u>	<u>FY-2011</u>	<u>FY-2012</u>
Collections	\$6,335,864	\$6,429,801	\$6,293,932	\$6,208,943	\$6,526,868	\$6,520,920
Gain / (Loss)	(\$418,014)	\$93,937	(\$135,869)	(\$84,989)	\$317,925	(\$5,948)
% Change	-6%	1%	-2%	-1%	5%	0%

Golf Course Green Fees are budgeted at \$1.67 million and represent a decrease of \$37,000 from the previous year. Actual green fee revenue in FY12 totaled \$1.56 million and represented an increase of 2% from the previous year.

GOLF COURSE GREEN FEES	<u>FY-2007</u>	<u>FY-2008</u>	<u>FY-2009</u>	<u>FY-2010</u>	<u>FY-2011</u>	<u>FY-2012</u>
Collections	\$1,702,777	\$1,790,971	\$1,624,390	\$1,407,842	\$1,533,159	\$1,566,778
Gain / (Loss)	(\$107,983)	\$88,194	(\$166,581)	(\$216,548)	\$125,317	\$33,619
% Change	-6%	5%	-9%	-13%	9%	2%

The number of golf rounds played in FY12 was 70,559 and represented an increase of 7% from the previous year's total of 65,852.

GOLF ROUNDS PLAYED	<u>FY-2007</u>	<u>FY-2008</u>	<u>FY-2009</u>	<u>FY-2010</u>	<u>FY-2011</u>	<u>FY-2012</u>
Rounds	68,881	70,724	64,834	58,011	65,852	70,559
Gain / (Loss)	(6,835)	1,843	(5,890)	(6,823)	7,841	4,707
% Change	-9%	3%	-8%	-11%	14%	7%

Expenditures and Other Financing Uses

Expenditures of Enterprise funds in FY13 are budgeted at \$26 million and represent an increase of 9% from the prior year budget. Utility fund operations account for 87% of the total, while Golf course operations account for 13%.

Personnel expenses are budgeted at \$4.4 million, an increase of \$185,000 (3%) from the previous year. There is a 3% merit salary increase included for FY13. Personnel expenses in the Utility fund, budgeted at \$3 million in FY13, account for 68% of total personnel costs.

ENTERPRISE FUND PERSONNEL COSTS	<u>FY-2007</u>	<u>FY-2008</u>	<u>FY-2009</u>	<u>FY-2010</u>	<u>FY-2011</u>	<u>FY-2012</u>
Utility Fund	\$2,290,414	\$2,511,001	\$2,794,390	\$2,855,044	\$2,721,600	\$2,766,998
Golf Fund	\$1,183,574	\$1,236,403	\$1,326,968	\$1,367,684	\$1,281,797	\$1,227,176
Total	\$3,473,988	\$3,747,404	\$4,121,358	\$4,222,728	\$4,003,397	\$3,994,174
Increase / (Decrease)	\$329,488	\$273,416	\$373,954	\$101,370	(\$219,331)	(\$9,223)
% Change	10%	8%	10%	2%	-5%	-0.2%

Personnel costs in FY12 totaled \$3.99 million and represented a decrease of \$9,223 (-0.2%) from the previous year. Total authorized positions in FY13 are 77.18 FTE.

Services are budgeted at \$13.9 million, and represent an increase of \$700,000 from the prior year. The city recently renewed its contract for waste removal services and saw its costs increase \$139,000 for waste removal at the wastewater treatment plant. In the Golf fund, the Pro Shop has taken over operation of the practice range and merchandise sales, which were formally privatized. The cost of this operation is budgeted at \$147,000.

Utility costs for FY13 are budgeted at \$1.2 million and represent an increase of \$200,000 from the previous year's budget. Actual utility expenses in FY12 were \$991,000 and represented a decrease of 17% from FY11.

ENTERPRISE FUND	<u>FY-2007</u>	<u>FY-2008</u>	<u>FY-2009</u>	<u>FY-2010</u>	<u>FY-2011</u>	<u>FY-2012</u>
UTILITY COSTS						
Utility Fund	\$1,021,956	\$1,067,181	\$905,483	\$815,087	\$934,907	\$779,957
Golf Fund	\$150,476	\$206,241	\$195,704	\$186,373	\$233,581	\$211,102
Total	\$1,172,432	\$1,273,422	\$1,101,187	\$1,001,460	\$1,168,488	\$991,059
Increase / (Decrease)	\$242,842	\$100,990	(\$172,235)	(\$99,727)	\$167,028	(\$177,429)
% Change	26%	9%	-14%	-9%	17%	-15%

Purchase/Storage & Treatment costs are budgeted at \$9.5 million, an increase of \$250,000 from the previous year. Actual expenditures in FY12 totaled \$7.3 million and represented a decrease of 14% over the previous year. The FY13 projection includes water purchases from the Trinity River Authority (TRA) of 7.2 mgd; raw water purchases from the City of Dallas for irrigation of the golf course and ball fields of 1.8 mgd; and wastewater return flow purchases from the Dallas County Park Cities Municipal Utility District of 3.49 mgd.

PURCHASE / STORAGE & TREATMENT	<u>FY-2007</u>	<u>FY-2008</u>	<u>FY-2009</u>	<u>FY-2010</u>	<u>FY-2011</u>	<u>FY-2012</u>
Water	\$4,799,590	\$6,233,782	\$5,820,930	\$6,597,537	\$7,468,556	\$6,479,836
Wastewater	\$1,066,267	\$1,119,148	\$1,171,574	\$985,005	\$1,046,824	\$820,311
Total	\$5,865,857	\$7,352,930	\$6,992,504	\$7,582,542	\$8,515,380	\$7,300,147
Increase / (Decrease)	\$72,333	\$1,487,073	(\$360,426)	\$590,038	\$932,838	(\$1,215,233)
% Change	1%	25%	-5%	8%	12%	-14%

Transfers Out are budgeted at \$1.7 million and is comprised of the 7.5% administrative fee to the General fund (\$1.45 million from Utility and \$238,000 from Golf). Actual expenditures in FY12 totaled \$1.7 million.

Debt Service expenditures are budgeted at \$2.4 million, virtually no change 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).

Enterprise Funds Long Term Debt Summary	Total Principal	Total Interest	Total Debt
<u>Water / Wastewater Bonds</u>			
2002	790,000	64,292	854,292
2006GO RFD	4,765,000	758,353	5,523,353
2009 GO RFD	1,560,000	161,500	1,721,500
2010 GO RFD	3,570,000	630,888	4,200,888
Total Water / Wastewater Bonds	10,685,000	1,615,033	12,300,033
<u>Golf Course Bonds</u>			
2009 GO RFD	2,615,000	444,226	3,059,226
Total Golf Course Bonds	2,615,000	444,226	3,059,226
Total Enterprise Funds	13,300,000	2,059,259	15,359,259

Total outstanding debt is \$15.3 million, a decrease of \$2.4 million from the previous year, as the 2010 refunding of a portion of utility debt has contributed to the decrease.

FY 2012-13 APPROVED OPERATING BUDGET
FUND 200 - UTILITY ENTERPRISE

- Budget At-A-Glance -

REVENUE AND OTHER FINANCING SOURCES:	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Water Sales	13,124,652	12,712,569	12,333,770	12,300,122
Wastewater Sales	6,526,868	6,583,141	6,533,301	6,637,071
Tap & Inspection Fees	50,920	51,000	80,860	51,500
Reconnects & Transfers	193,454	225,000	201,134	200,000
Interest Income	71,802	250,000	70,162	71,500
Transfers In	63,012	0	0	0
Miscellaneous	807,636	381,500	408,177	332,500
Total	20,838,344	20,203,210	19,627,403	19,592,693

EXPENDITURES AND OTHER FINANCING USES:	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel	2,721,600	2,913,638	2,766,998	2,990,318
Supplies	667,247	871,273	695,501	873,541
Maintenance	367,467	414,559	395,579	485,872
Services	11,629,730	12,508,082	10,284,520	13,045,662
Debt Service	3,042,096	2,016,540	2,059,864	2,037,479
Permanent Capital Maintenance	737,381	0	838,690	1,050,000
Transfers Out	1,501,990	1,457,877	1,444,541	1,444,514
Capital Outlay	179,526	608,262	680,631	695,605
Total	20,847,037	20,790,231	19,166,323	22,622,991

EXPENDITURES AND PERSONNEL BY PROGRAM:	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved	Personnel ⁽¹⁾
Water Distribution	2,477,659	1,297,922	1,192,738	1,312,298	14.00
Water Treatment	9,005,934	9,726,976	8,004,280	9,978,601	12.24
Utility Billing	509,842	491,213	469,829	504,943	5.80
Wastewater Collection	900,767	1,350,130	1,331,478	1,519,801	9.50
Wastewater Treatment	3,482,854	2,906,633	2,123,807	2,964,913	9.50
Utility Administrative Services	3,732,600	5,017,357	5,205,501	5,292,435	0.00
Permanent Capital Maintenance	737,381	0	838,690	1,050,000	0.00
Total	20,847,037	20,790,231	19,166,323	22,622,991	51.04

⁽¹⁾ In full-time equivalents

FY 2012-13 APPROVED OPERATING BUDGET
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
UTILITY ENTERPRISE FUND

	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
BEGINNING WORKING CAPITAL:	7,710,188	6,462,178	6,453,485	6,453,485	6,914,566
OPERATING REVENUE:					
Water Sales	11,364,424	13,124,652	12,712,569	12,333,770	12,300,122
Wastewater Sales	6,208,943	6,526,868	6,583,141	6,533,301	6,637,071
Tap & Inspection Fees	72,929	50,920	51,000	80,860	51,500
Reconnects & Transfers	199,055	193,454	225,000	201,134	200,000
Interest Income	116,833	71,802	250,000	70,162	71,500
Miscellaneous Income	289,960	807,636	381,500	408,177	332,500
Total Operating Revenue	18,252,145	20,775,332	20,203,210	19,627,403	19,592,693
TRANSFERS IN:	63,012	63,012	0	0	0
TOTAL REVENUE AND TRANSFERS	18,315,157	20,838,344	20,203,210	19,627,403	19,592,693
OPERATING EXPENDITURES:					
Personnel	2,855,044	2,721,600	2,913,638	2,766,998	2,990,318
Supplies	617,506	667,247	871,273	695,501	873,541
Maintenance	374,035	367,467	414,559	395,579	485,872
Services	10,455,571	11,629,730	12,508,082	10,284,520	13,045,662
Debt Service	3,071,340	3,042,096	2,016,540	2,059,864	2,037,479
Permanent Capital Maint.	274,053	737,381	0	838,690	1,050,000
Capital Outlay	0	179,526	608,262	680,631	695,605
Total Expenditures	17,647,549	19,345,047	19,332,354	17,721,782	21,178,477
TRANSFERS OUT:					
Transfer to General Fund - Admin Fee	1,349,725	1,501,990	1,457,877	1,444,541	1,444,514
Transfer to Capital Equipment Fund	565,893	0	0	0	0
Total Transfers Out	1,915,618	1,501,990	1,457,877	1,444,541	1,444,514
TOTAL EXPENDITURES AND TRANSFERS	19,563,167	20,847,037	20,790,231	19,166,323	22,622,991
SURPLUS (DEFICIT) OF REVENUE OVER (UNDER) EXPENDITURES:	(1,248,010)	(8,693)	(587,021)	461,081	(3,030,298)
ENDING WORKING CAPITAL:	6,462,178	6,453,485	5,866,464	6,914,566	3,884,268
FUND BALANCE REQUIREMENT:	2,900,967	3,180,008	3,177,921	2,913,170	3,481,393

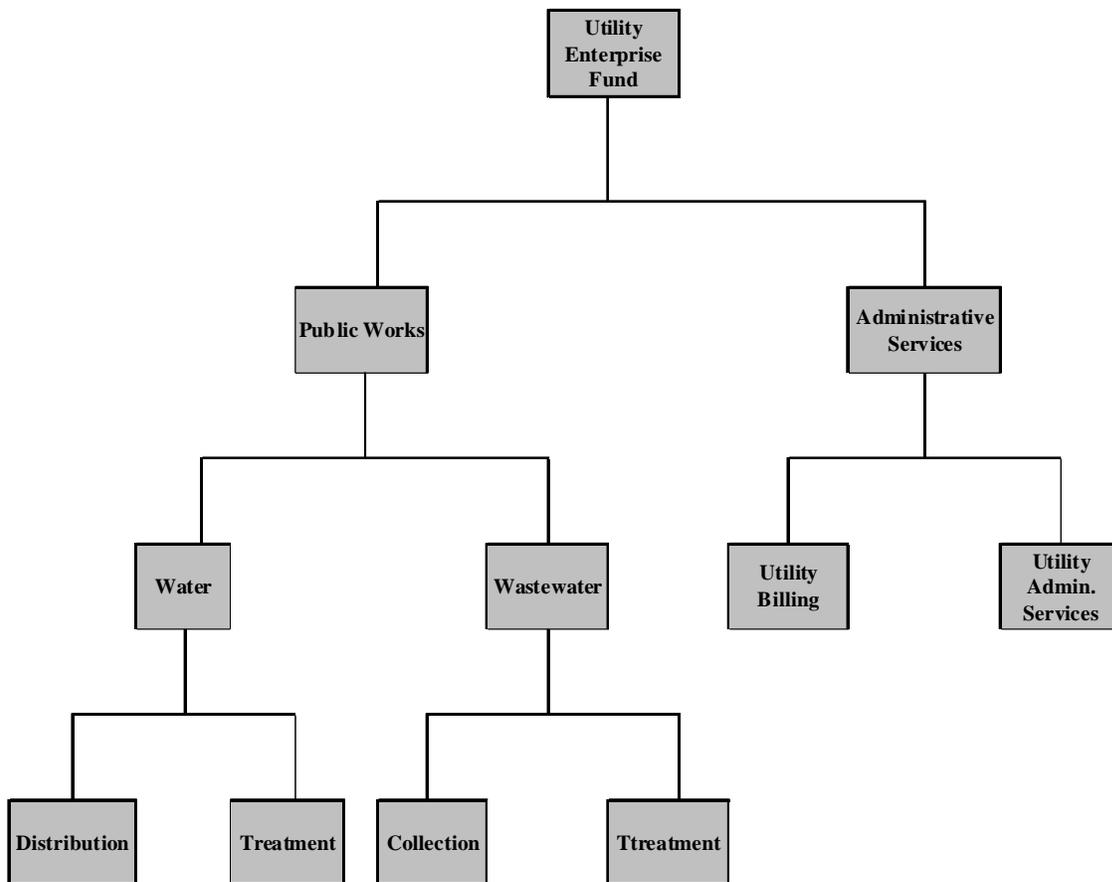
* Fund balance requirement is 16% of total net budgeted expenses or 60 days of operation.
The FY 2012-13 projected Ending Working Capital Balance represents **67** days of operation.



Water / Wastewater / Utility Billing

The Water and Wastewater Utilities Division within Public Works is responsible for wastewater treatment and collection and water treatment and distribution for the City of Grapevine. The water distribution system delivers a safe and adequate supply of drinking water from the treatment plants. Our staff also reads and maintains more than 13,864 water meters and provides the City's Utility Billing Department with monthly billing information. Wastewater Treatment responsibilities include the safe treatment and disposal of bio-solids to landfill and providing wastewater treatment in an efficient and cost-effective manner. Wastewater Collection responsibilities include the operation and maintenance of the wastewater collection system to minimize wastewater stoppages and safely deliver wastewater from the customers to the treatment plants, while providing the citizens of Grapevine with a high level of service.

The Utility Billing Office manages the City's billing for water, wastewater, recycling and trash service. Responsibilities include establishing new accounts, customer inquiries, and providing trash and recycling service information to new customers.



Departmental Statistics

(for the fiscal year ended 9/30/12)

Number of water connections	14,460
Average daily water consumption (MGD)	10.74
Water mains (miles)	280
Number of sewer connections	13,103
Sewer lines (miles)	227
Number of refuse connections	11,911

FY 2012-13 APPROVED OPERATING BUDGET
 UTILITY ENTERPRISE FUND DEPARTMENTAL SUMMARY
 BY DIVISION

Expenditures by Division	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Water Distribution	2,405,326	2,477,659	1,297,922	1,192,738	1,312,298
Water Treatment	8,087,873	9,005,934	9,726,976	8,004,280	9,978,601
Utility Billing	468,047	509,842	491,213	469,829	504,943
Wastewater Collection	859,340	900,767	1,350,130	1,331,478	1,519,801
Wastewater Treatment	3,235,978	3,482,854	2,906,633	2,123,807	2,964,913
Utility Administrative Services	4,232,550	3,732,600	5,017,357	5,205,501	5,292,435
Permanent Capital Maintenance	274,053	813,612	0	838,690	1,050,000
Total	19,563,167	20,923,268	20,790,231	19,166,323	22,622,991

<u>PUB WKS - WATER DISTRIBUTION</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2012</u>	<u>2013</u>
Director of Public Works	0.5	0.5	0.5	0.5	0.5
Assistant Public Works Director/Operations	0.5	0.5	0.5	0.5	0.5
Secretary	0.5	0.5	0.5	0.5	0.5
Administrative Manager	0.5	0.5	0.5	0.5	0.5
Utility Service Coordinator	1	1	1	1	1
Water Crew Leader	3	3	3	3	3
Sr Meter Reader	1	1	1	1	1
Meter Reader	2	2	2	2	2
Equipment Operator II	1	1	1	1	1
Equipment Operator I	3	3	3	3	3
Customer Service Technician	1	1	1	1	1
TOTAL FULL-TIME POSITIONS	14.00	14.00	14.00	14.00	14.00

<u>PART-TIME POSITIONS</u>					
GIS Engineer Tech	0.24	0.24	0.24	0.24	0.24
TOTAL PART-TIME POSITIONS	0.24	0.24	0.24	0.24	0.24

DIVISION TOTAL POSITIONS	14.24	14.24	14.24	14.24	14.24
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<u>PUB WKS - WATER TREATMENT</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2012</u>	<u>2013</u>
Utility Manager	1	1	1	1	1
Chief Plant Operator	1	1	1	1	1
Assistant Chief Plant Operator	1	1	1	1	1
Water Plant Shift Supervisor	2	2	2	2	2
Plant Operator	3	3	3	3	3
Plant Mechanic II	1	1	1	1	1
Plant Operator Trainee	3	3	3	3	3
TOTAL FULL-TIME POSITIONS	12.00	12.00	12.00	12.00	12.00

FY 2012-13 APPROVED OPERATING BUDGET
 UTILITY ENTERPRISE FUND DEPARTMENTAL SUMMARY
 BY DIVISION

<u>PUB WKS - WW COLLECTION</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2012</u>	<u>2013</u>
Utility Service Coordinator	1	1	1	1	1
Sr. Civil Engineer	0.5	0.5	0.5	0.5	0.5
Equipment Operator III	1	1	1	1	1
Equipment Operator II	1	1	1	1	1
Equipment Operator I	2	2	2	2	2
Crew Leader	3	3	3	3	3
Crew Worker	1	1	1	1	1
TOTAL FULL-TIME POSITIONS	9.50	9.50	9.50	9.50	9.50
<u>PUBLIC WORKS - WW TREATMENT</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2012</u>	<u>2013</u>
Deputy Director of Public Works	0.5	0.5	0.5	0.5	0.5
Assistant PW Director/Transportation & Utilities	0.5	0	0	0	0
Wastewater Plant Manager	0	1	1	1	1
Chief Plant Operator	1	0	0	0	0
Chief Operator	0	1	1	1	1
Wastewater Plant Shift Supervisor	1	0	0	0	0
Plant Operator	6	5	5	5	5
Plant Mechanic II	1	1	1	1	1
Plant Operator Trainee	0	1	1	1	1
TOTAL FULL-TIME POSITIONS	10.00	9.50	9.50	9.50	9.50
<u>UTILITY BILLING</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2012</u>	<u>2013</u>
Utility Billing Supervisor	1	1	1	1	1
Utility Billing Technician	1	1	1	1	1
Customer Service Representative	1	1	1	1	1
Cashier	2	2	2	2	2
A/P Clerk	0.5	0.5	0.5	0.5	0.5
TOTAL FULL-TIME POSITIONS	5.50	5.50	5.50	5.50	5.50
<u>PART-TIME POSITIONS</u>					
Mail Carriers	0.3	0.3	0.3	0.3	0.3
TOTAL PART-TIME POSITIONS	0.30	0.30	0.30	0.30	0.30
DIVISION TOTAL POSITIONS	5.80	5.80	5.80	5.80	5.80
TOTAL UTILITY FUND	51.54	51.04	51.04	51.04	51.04

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

Expenditures by Major Object	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel	814,847	799,533	831,755	832,611	856,161
Supplies	55,907	53,426	74,544	57,859	74,990
Maintenance	99,967	79,044	136,081	113,652	171,519
Services	39,344	49,723	68,530	54,002	69,228
Capital Outlay	0	88,738	187,012	134,613	140,400
Total	2,405,326	2,477,659	1,297,922	1,192,738	1,312,298

Objectives

- Field test large water meters to improve accuracy and reduce unaccounted for water.
- Decrease water loss due to leaks in the distribution system.
- Decrease downtime for planned and emergency shutoffs.
- Maintain water quality in the distribution system by flushing dead-end lines and system-wide flushing (required by the Texas Commission on Environmental Quality).
- Update water maps and coordinate valve locations utilizing GPS data collectors.
- Maintain and repair 280.2 miles of water mains, 2,183 fire hydrants and 6,371 water valves.

<u>Performance Indicators</u>	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Meter change outs due to failure or inaccuracy (< 1% of total meters)	<140	95	<140	75	<140
Unaccounted water loss	-17.67%	-4.25%	3.00%	-0.11%	3.00%
Meter reading accuracy	99%	99%	99%	99%	99%
Cycle main line valves system wide	885	786	1,000	694	1,000
Flush entire water system annually	1 x Year	1 x Year	1 x Year	1 x Year	1 x Year
Emergency callout response time (minutes)	30	30	30	30	30
Flush dead-end water mains at minimum rate of 3 CFS	Monthly	Monthly	Monthly	Monthly	Monthly
Water meter change outs (per month)	87	78	118	117	118
Clean and inspect elevated and ground water storage tanks (x per year)	1 x Year	1 x Year	1 x Year	1 x Year	1 x Year

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

Expenditures by Major Object	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel Services	655,352	605,080	725,935	637,487	731,966
Supplies	294,274	345,346	491,297	350,195	491,297
Maintenance	63,671	60,460	58,753	62,994	58,753
Services	7,070,171	7,990,645	8,450,991	6,953,604	8,696,585
Capital Outlay	0	0	0	0	0
Total	8,087,873	9,005,934	9,726,976	8,004,280	9,978,601

Objectives

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

Performance Indicators	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
TOC compliance	100%	100%	100%	100%	100%
Average NTU / turbidity level	0.083	0.075	<0.10	0.053	<0.10
Average manganese level	0.010	0.010	0.010	0.009	0.010
THM / HHA5s formation limit	51.33 / 22.6	42.53 / 18.8	< 50 / 30	36.2 / 14.3	< 50 / 30
Distribution system bacteriological samples per month	50.0	58.0	60.0	60.0	60.0
In-house safety inspections per year	12	12	12	9	12
Plant operators cross-trained per year	0	0	2	0	2
Plant water pumping capacity available (million gallons per day)	8.000	8.000	8.000	8.000	8.000
Maintenance costs (quarterly) per million gallons of water treated	\$40.47	\$29.48	<36.41	\$39.55	<36.41

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

Expenditures by Major Object	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel	259,610	260,903	278,613	270,378	287,093
Supplies	83,885	89,224	91,500	87,910	91,500
Maintenance	1,243	210	0	135	150
Services	123,310	159,505	121,100	111,406	126,200
Capital Outlay	0	0	0	0	0
Total	468,047	509,842	491,213	469,829	504,943

Objectives

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

Performance Indicators	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Average active residential accounts per month	11,974	12,162	12,200	12,188	12,200
Average active non-residential accounts per month	2,263	1,894	1,995	1,901	1,995
Average cut-off notices per month	1,163	1,196	1,200	1,205	1,200

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

Expenditures by Major Object	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel	547,580	510,314	524,042	530,465	568,328
Supplies	69,117	70,336	103,132	89,211	103,447
Maintenance	102,688	98,030	134,100	126,503	169,100
Services	139,954	131,299	173,856	138,217	173,721
Capital Outlay	0	90,788	415,000	447,083	505,205
Total	859,340	900,767	1,350,130	1,331,478	1,519,801

Objectives

- Continue eradication of inflow and infiltration (I&I) sources in an effort to reduce the wastewater stream.
- Maintain lift stations to the best mechanical working condition to eliminate sanitary sewer overflows.
- Maintain sewer lines to eliminate sanitary sewer overflows.
- Update wastewater maps to provide accurate data for inspection, repair and location.
- Maintain and repair 226.6 miles of sanitary sewer lines, 3,218 manholes and 31 wastewater lift stations.

<u>Performance Indicators</u>	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Pull and inspect lift station pumps	103	51	61	84	61
Reportable sanitary sewer overflows	6	4	0	6	0
Identify and repair I&I problem areas	58	44	36	25	36
Smoke testing of sewer lines (linear feet)	14,000	0	53,000	73,611	53,000
Sewer manholes inspected	675	583	322	1,662	322
Sewer manholes repaired	61	29	33	27	33
Sewer manholes rehabbed	58	40	33	30	33
Clean and inspect lift station wet wells	42	27	30	32	30
TV inspection of sewer lines in linear feet	59,057	31,279	53,000	98,103	53,000
Linear feet of sewer lines cleaned	903,570	824,206	607,200	887,097	607,200
Daily inspections of lift stations	365	365	365	365	365
Emergency callout response time	30	30	30	120	30

**Public Works - Wastewater Treatment
200-531-2**

Expenditures by Major Object	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel	577,654	545,769	553,293	496,057	546,770
Supplies	113,758	108,868	109,300	107,427	110,807
Maintenance	106,466	129,723	85,625	91,570	85,625
Services	1,481,465	1,681,727	2,152,165	1,336,647	2,171,711
Capital Outlay	0	0	6,250	92,106	50,000
Total	3,235,978	3,482,854	2,906,633	2,123,807	2,964,913

Objectives

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

<u>Performance Indicators</u>	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Cross-trained operators per year	0	0	2	0	2
Ammonia mg/l Summer / Ammonia mg/l Winter Ammonia Nitrogen Seasonal (Permit)	1	1.04/0.37	<1.5 / 3.0	1	<1.5 / 3.0
BOD mg/l	2	2.44	<5	3	<5
TSS mg/l	1	2.17	<5	7	<5
Yearly plant inspection rating	100%	100%	100%	1%	100%
In-house operational safety inspections	12	12	12	12	12
Cost per 1000 gallon of treated wastewater less bonds	\$1.400	\$1.24	<\$1.25	\$1.370	<\$1.25
Daily average flow (million gallons per day)	3.583	2.703	<3.49	2.324	<3.49
Average peak flow (million gallons per day)	4.179	3.89	<5.75	2.925	<5.75
Quarterly maintenance costs per million gallons treated	\$84.83	\$107.12	<\$66.75	\$85.03	<\$66.75

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

Expenditures by Major Object	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel	0	0	0	0	0
Supplies	565	48	1,500	2,899	1,500
Maintenance	0	0	725	725	725
Services	1,601,327	1,616,831	1,540,715	1,690,644	1,808,217
Utility Bond Payments	715,040	613,732	2,016,540	2,059,864	2,037,479
Capital Outlay	0	0	0	6,828	0
Transfers	1,915,618	1,501,990	1,457,877	1,444,541	1,444,514
Total	4,232,550	3,732,600	5,017,357	5,205,501	5,292,435

Objectives

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

FY 2012-13 APPROVED OPERATING BUDGET
FUND 210 - LAKE ENTERPRISE (GOLF)

- Budget At-A-Glance -

REVENUE AND OTHER FINANCING SOURCES:	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Cart Rentals	733,642	760,000	802,690	860,000
Tournament Fees	4,476	5,000	3,850	5,000
Driving Range	131,750	125,000	167,446	215,000
Golf Pro Shop % of Sales	182,869	300,000	199,098	300,000
Golf Course Green Fees	1,533,159	1,706,000	1,566,778	1,669,000
Annual Green Fee Memberships	18,000	0	93,401	117,000
Restaurant % of Sales	40,768	45,000	43,046	45,000
Lesson Income	9,725	12,000	13,754	12,000
Interest Income	831	650	666	650
Golf Sub-Lease	183,580	200,000	171,315	200,000
Miscellaneous	23,831	43,878	17,740	22,449
Total	2,862,631	3,197,528	3,079,783	3,446,099

EXPENDITURES AND OTHER FINANCING USES:	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel	1,281,797	1,371,488	1,227,176	1,404,269
Supplies	337,007	382,226	367,030	354,104
Maintenance	82,497	97,381	93,310	103,469
Services	868,838	717,076	856,568	896,246
Debt Service	539,328	426,525	467,383	431,275
Transfers Out	199,141	231,388	232,120	256,736
Total	3,308,608	3,226,084	3,243,587	3,446,099

EXPENDITURES AND PERSONNEL BY PROGRAM:	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved	Personnel ⁽¹⁾
Pro Shop	1,673,627	1,561,041	1,698,182	1,755,354	9.88
Course Maintenance	1,095,653	1,238,518	1,078,022	1,259,470	16.26
Debt Service	539,328	426,525	467,383	431,275	NA
Total	3,308,608	3,226,084	3,243,587	3,446,099	26.14

⁽¹⁾ In full-time equivalents

FY 2012-13 APPROVED OPERATING BUDGET
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
LAKE ENTERPRISE FUND

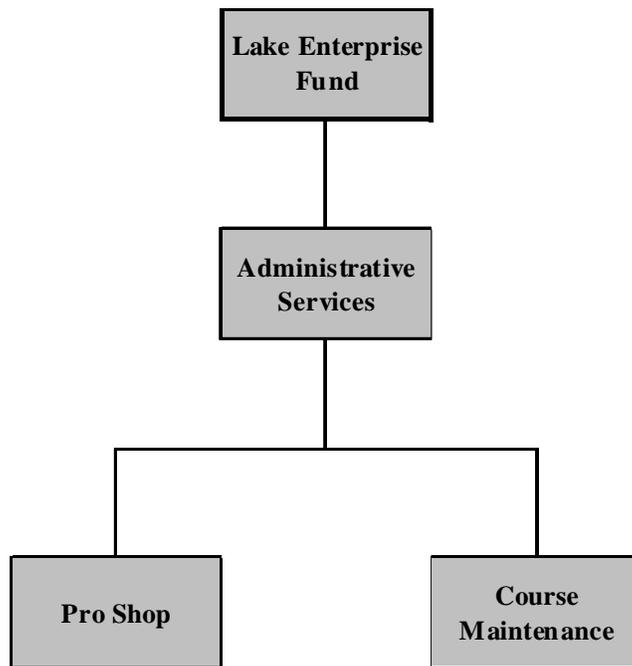
	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
BEGINNING WORKING CAPITAL:	(1,538,511)	(2,327,976)	(2,773,954)	(2,773,954)	(2,937,758)
OPERATING REVENUE:					
Cart and Club Rentals	666,282	733,642	760,000	802,690	860,000
Tournament Fees	2,300	4,476	5,000	3,850	5,000
Driving Range	49,271	131,750	125,000	167,446	215,000
Golf Pro Shop Sales	14,020	182,869	300,000	199,098	300,000
Golf Course Green Fees	1,407,842	1,533,159	1,706,000	1,566,778	1,669,000
Annual Green Fee Memberships	0	18,000	0	93,401	117,000
Restaurant % of Sales	31,985	40,768	45,000	43,046	45,000
Lesson Income	8,051	9,725	12,000	13,754	12,000
Interest Income	1,217	831	650	666	650
Golf Sub-Lease	175,169	183,580	200,000	171,315	200,000
Miscellaneous Income	21,613	23,831	43,878	17,740	22,449
Total Operating Revenue	2,377,750	2,862,631	3,197,528	3,079,783	3,446,099
TRANSFERS IN:	0	0	0	0	0
TOTAL REVENUE AND TRANSFERS	2,377,750	2,862,631	3,197,528	3,079,783	3,446,099
OPERATING EXPENDITURES:					
Personnel	1,367,684	1,281,797	1,371,488	1,227,176	1,404,269
Supplies	189,428	337,007	382,226	367,030	354,104
Maintenance	80,957	82,497	97,381	93,310	103,469
Services	757,864	868,838	717,076	856,568	896,246
Debt Service	560,317	539,328	426,525	467,383	431,275
Total Operating Expenditures	2,956,250	3,109,467	2,994,696	3,011,467	3,189,363
TRANSFERS OUT:					
Transfer to General Fund - Admin Fee	175,187	199,141	231,388	232,120	256,736
Transfer to Debt Service Fund	16,479	0	0	0	0
Transfer to Capital Equipment Fund	19,300	0	0	0	0
Total Transfers Out	210,966	199,141	231,388	232,120	256,736
TOTAL EXPENDITURES AND TRANSFERS	3,167,216	3,308,608	3,226,084	3,243,587	3,446,099
SURPLUS (DEFICIT) OF REVENUE OVER (UNDER) EXPENDITURES:	(789,465)	(445,977)	(28,556)	(163,804)	0
ENDING WORKING CAPITAL:	(2,327,976)	(2,773,954)	(2,802,509)	(2,937,758)	(2,937,758)
FUND BALANCE REQUIREMENT:	728,938	766,718	738,418	742,553	786,418

* Fund balance requirement is 25% of total net budgeted expenses or 90 days of operation.
City Council has suspended the fund balance requirement for the Lake Enterprise Fund for FY 2012-13.



Grapevine Golf Course

Originally designed by Byron Nelson and Joe Finger, the Grapevine Golf Course opened to its first players in 1979. Located just east of Lake Grapevine Dam off Fairway Drive, the course has provided golfing challenges to all levels of players since 1979. The facility now has 27 holes with modern tif-eagle greens and naturally scenic roughs and water hazards. This course is one of the most popular courses in Tarrant County, playing more than 65,000 rounds of golf per year on the average.



Departmental Statistics

(for the fiscal year ended 9/30/12)

Golf rounds played	67,555
Number of tournaments held	72
Number of participants in special community development programs	1,628
Green fees collected	\$1,566,778
Cart fees collected	\$802,690
Verticut of greens (times per year)	15
Maintenance facility inspections	12

FY 2012-13 APPROVED OPERATING BUDGET
LAKE ENTERPRISE FUND DEPARTMENTAL SUMMARY
BY DIVISION

Expenditures by Division	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Pro Shop	1,480,644	1,673,627	1,561,041	1,698,182	1,755,354
Course Maintenance	1,126,255	1,095,653	1,238,518	1,078,022	1,259,470
Debt Service **	560,317	539,328	426,525	467,383	431,275
Total	3,167,216	3,308,608	3,226,084	3,243,587	3,446,099

** Debt service is not a separate operating division.

<u>LAKE ENTERPRISE FUND - PRO SHOP</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2012</u>	<u>2013</u>
Director of Golf	1	1	1	1	1
Assistant Director of Golf/Head Pro	2	1	1	1	1
Assistant Golf Pro	4	3	3	3	3
Pro Shop Coordinator	1	1	1	1	1
TOTAL FULL-TIME POSITIONS	8.00	6.00	6.00	6.00	6.00

PART-TIME POSITIONS

Pro Shop Maintenance Worker	3.88	3.88	3.88	3.88	3.88
DIVISION TOTAL POSITIONS	11.88	9.88	9.88	9.88	9.88

LAKE ENTERPRISE FUND - GOLF MAINTENANCE

Greens Superintendent	1	1	1	1	1
Assistant Greens Superintendent	2	2	2	2	2
Groundskeeper	9	9	9	9	9
Golf Course Mechanic	1	1	1	1	1
TOTAL FULL-TIME POSITIONS	13.00	13.00	13.00	13.00	13.00

PART-TIME POSITIONS

Groundskeeper	3.76	3.26	3.26	3.26	3.26
DIVISION TOTAL POSITIONS	16.76	16.26	16.26	16.26	16.26

TOTAL LAKE ENTERPRISE FUND	28.64	26.14	26.14	26.14	26.14
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**Administrative Services - Golf Pro Shop
210-340-1**

Expenditures by Major Object	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel Services	657,698	646,535	638,345	615,628	654,684
Supplies	20,257	146,912	171,941	159,975	143,859
Maintenance	26,410	19,270	20,281	24,082	20,119
Services	601,092	661,770	499,086	666,377	679,956
Capital Outlay	0	0	0	0	0
Transfers	175,187	199,141	231,388	232,120	256,736
Total	1,480,644	1,673,627	1,561,041	1,698,182	1,755,354

Objectives

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

Performance Indicators	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Number of tournaments held annually	NA	80	100	42	100
Number of participants in junior golf activities	393	350	400	269	400
Number of participants in special community development programs	751	1,022	1,700	814	1,700
Number of staff training sessions held	8	8	8	6	8
Annual rounds of golf played	58,011	65,052	63,000	67,555	63,000

**Administrative Services - Golf Course Maintenance
210-340-2**

Expenditures by Major Object	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Personnel Services	709,985	635,262	733,143	611,548	749,585
Supplies	169,171	190,095	210,285	207,055	210,245
Maintenance	54,547	63,228	77,100	69,228	83,350
Services	156,772	207,068	217,990	190,191	216,290
Capital Outlay	0	0	0	0	0
Transfers	35,779	0	0	0	0
Total	1,126,255	1,095,653	1,238,518	1,078,022	1,259,470

Objectives

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

<u>Performance Indicators</u>	2009-10 Actual	2010-11 Actual	2011-12 Budget	2011-12 Estimate	2012-13 Approved
Number of employee training/safety meetings	12	12	12	12	12
Number of greens aerifications annually	10	10	10	10	10
Number of greens top dressings annually	8	9	9	9	9
Number of greens verticuts annually	15	14	15	15	15
Number of maintenance facility inspections conducted annually	12	12	12	12	12

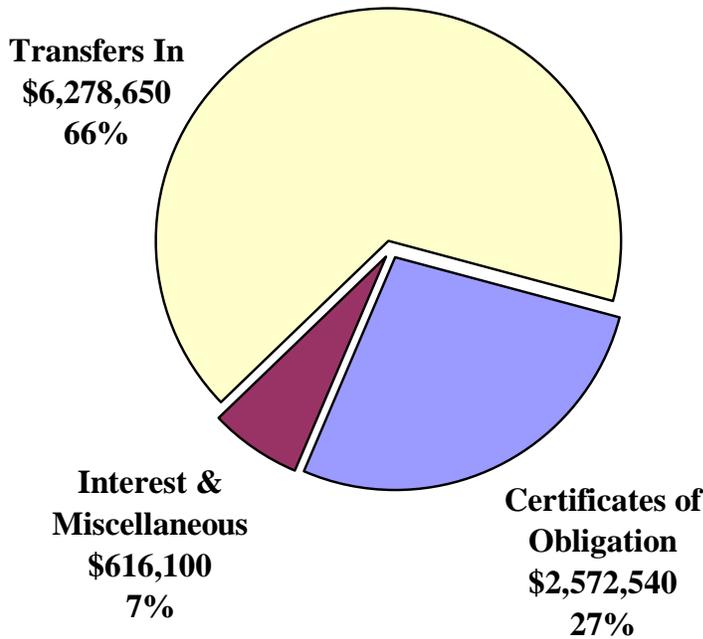
CITY OF GRAPEVINE, TEXAS
 FY 2012-13 APPROVED OPERATING BUDGET
 SUMMARY TABLE OF ALL FUNDS

-- CAPITAL IMPROVEMENT PROGRAM FUNDS --

	Streets Traffic & Drainage	Buildings & Facilities	Quality of Life	Water & Wastewater	Capital Equipment & Replacement	Total All Funds
REVENUES AND OTHER FINANCING SOURCES:						
Certificates of Obligation					2,572,540	2,572,540
Interest Income	19,000	2,100	25,000	560,000	10,000	616,100
Transfers from Operating Funds		660,000	3,000,000		2,618,650	6,278,650
Total Revenues	19,000	662,100	3,025,000	560,000	5,201,190	9,467,290
EXPENDITURES AND OTHER FINANCING USES:						
Engineering / Design	200,000		225,000	250,000		675,000
Construction	2,530,000	668,817	4,952,750	2,850,000		11,001,567
Furnishings / Equipment	410,000		579,000	475,000	5,191,190	6,655,190
Contingency	274,445			280,000		554,445
Total Expenditures	3,414,445	668,817	5,756,750	3,855,000	5,191,190	18,886,202
NET CHANGE IN FUND BALANCE	(3,395,445)	(6,717)	(2,731,750)	(3,295,000)	10,000	(9,418,912)
BEGINNING FUND BALANCE	8,063,548	114,040	9,847,481	3,505,444	3,133,980	24,664,493
ENDING FUND BALANCE	4,668,103	107,324	7,115,731	210,444	3,143,980	15,245,582

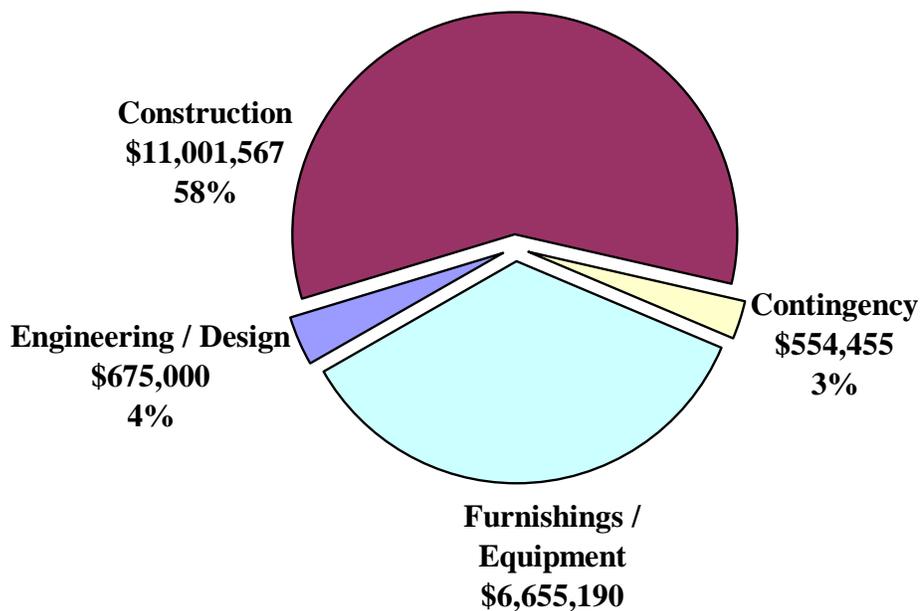
REVENUE FUNDING SOURCES

"Where The Money Comes From"



EXPENDITURE FUNDING USES

"Where The Money Goes"



Capital Improvement Program

The Capital Improvement Program outlines the City's plan to finance the acquisition or construction of major capital facilities typically costing over \$25,000. Most projects typically involve major infrastructure development and improvement and have a project life of over 12 months. CIP projects are primarily funded through General Obligation (GO) bonds, Certificates of Obligation (CO) and revenue bonds. Other funding sources are federal and / or state grants, interlocal agreements with neighboring cities, and participation with private developers.

The City of Grapevine's Capital Improvement Program consists of listings of capital improvement projects (CIPs), including expected costs and financing plans, for the upcoming five-year period, and scheduled according to priorities and timing. A CIP project is defined as a major, nonrecurring expenditure used to expand or improve the City's physical assets, including facilities and infrastructure.

Capital Budget

The capital budget contains detailed information on the sources of financing and expenditure uses for each of the specified capital projects with activity programmed during the upcoming fiscal year. The projects are divided into the following six project groups:

1. Street and Drainage Improvements
2. Buildings and Facilities
3. Traffic Improvements
4. Parks and Beautification
5. Water and Wastewater System Improvements
6. Capital Equipment Acquisitions and Replacements

The data for each project group is organized similarly:

- ◆ Project name
- ◆ Project group
- ◆ Project description, including estimated start/completion dates
- ◆ Project phasing / timeframe
- ◆ Summary of expenditure costs by fiscal year
- ◆ Financing sources
- ◆ Summary of operating impacts

Capital Projects Criteria

Most governments doing capital planning find it advantageous to adopt clear rules on what constitutes an appropriate item for inclusion in the capital budget. The City of Grapevine uses the following criteria for deciding the appropriateness of items to include in its capital budget. Capital projects involve:

-
- ◆ Land acquisitions
 - ◆ Infrastructure projects (roads, bridges, intersections, drainage, and sewers)
 - ◆ New construction or additions to public facilities exceeding \$25,000 (an addition is construction that expands the “footprint” of a building)
 - ◆ Remodeling projects over \$25,000
 - ◆ Rolling stock and equipment (fire apparatus, motor vehicles, heavy equipment, etc.)

Capital Improvement Planning Process

The capital improvement planning process begins with the City Council identifying, with staff and citizen input, projects for consideration. Comprehensive planning calls for a systematic review of transportation, recreation, public facilities (including water, sewage, and drainage control) and other developmental guides for dealing with expected changes in future years for the entire community.

The city’s approach begins with the following steps:

- ◆ Establish capital planning and financing policies
- ◆ Identify current economic conditions and prospects for economic growth
- ◆ Consider the physical environment and its condition
- ◆ Estimate usage and demand for public facilities and services
- ◆ Identify current and future transportation needs, including highways and bridges
- ◆ Evaluate location and layout of existing facilities and infrastructure against service demand patterns

After attaching dollar amounts to the projects, voters are presented with the decision of which major (bond-funded) projects to schedule. Once those projects are approved, they are integrated into the planning cycle. Annual planning begins each spring, as the City’s five-year financial forecast is prepared. This forecast includes predictions of operating expenditure levels. Those levels are then compared with anticipated capital needs, and determinations about the timing and financing of projects are then made. Other decision factors include maintaining the tax rate and anticipated interest rates. The five-year plan includes listings by project group.

The CIP planning process provides for predictable funding levels from year to year to allow adequate planning for debt service requirements and operating costs of new facilities and infrastructure improvements. The first year of the CIP is the capital budget and funding for the improvements identified therein is contained in the approved FY 2009-10 operating budget. The remaining five years of the CIP lists the capital projects identified for implementation and their estimated cost. Through placement in a year, the priority is indicated. Each year, the list of projects is reviewed for need, cost and priority. New projects may be added and other projects deleted.

Funding Considerations

The city has a wide array of options for funding capital improvements. It can utilize pay-as-you-go financing for enterprise projects such as water and sewer infrastructure, or quality-of-life projects funded by excess revenue from the General fund. Other sources of funding include state funds and grants, such as those awarded by Texas Department of Transportation (TxDOT), the Texas Parks and Wildlife Department, or the North Central Texas Council of Governments. While a grant may not have to be repaid, it may require some matching financial component by the city. Finally, the city may choose to issue debt.

Timely, comprehensive planning related to the city's CIP program is of the utmost importance. Planning should take into account not only the short-term (within 3 to 5 years), but the long-term as well. Various aspects must be taken into account on this planning, including projected required capital improvements and their related timing, tax rate implications, and water and sewer rates, to name just a few.

Within this planning phase, a discussion of the type of debt that will be sold is also important. The city has several options as to the type of debt it may issue. The three most common types of debt are listed below:

	General Obligation Bonds	Certificates of Obligation	Water / Sewer Revenue Bonds
Public Approval	Bond Election	Council Approval of Notice to Intent	None Required
Security / Pledge	Taxes only	Taxes and/or Revenues	Water and Sewer Revenues only
Repayment Source	Any Lawfully Available Funds	Any Lawfully Available Funds	Any Lawfully Available Funds
Other Considerations	If the election fails, how does the city address its needs?	Subject to petition by 5% of registered voters	Coverage Requirements, Additional Bonds Test, Debt Service Reserve Fund Requirement
Ratings	Highest rated credit for a city based on Ad Valorem tax pledge		Typically 1 to 2 notches lower than a city's tax credit

Impact of Capital Improvement Projects to Operating Budget

Capital projects lead to operating costs. They have a fiscal impact to the City's operating funds as routine maintenance and operational expenditures are necessary to utilize the completed project. For example, after the capital budget is used to construct a new park, the operating budget is used to maintain it, including picking up the trash, mowing the grounds, and maintaining the facilities. Therefore, the expected ongoing costs of a new project should be incorporated into the initial decision on whether to buy or construct it in the first place.

When an operating impact has been identified, it is included on the project description sheet, and costs are projected for the next five years. Upon approval of the project for an annual expenditure, the fiscal impact is integrated into the operating budget.

The impact of CIP projects to the FY13 operating budget is \$142,905 and represents an increase of \$98,304 from the previous year as improvements to the Vineyards Campground has been added to the plan and updated figures for the new CVB headquarters project have been incorporated.

Operating impacts to the General fund total \$48,136 and consist of additional maintenance and utility costs associated with the advanced traffic monitoring system.

Operating impacts to the Convention and Visitors fund total \$63,434 and consist of \$11,693 in additional building maintenance and \$51,741 in additional utility costs, both associated with the new CVB Headquarters and Museum complex.

Operating impacts to the Utility Enterprise fund total \$31,335 and consist of additional maintenance and utility costs associated with improvements at the wastewater treatment plant complex.

The total operating impact of capital projects represents 0.16% of their respective operating budgets, up from .05% last year. The Convention & Visitors fund has the largest operating impact, at \$63,434, which equates to 0.36% of the Convention & Visitors fund operating budget.

Operating Budget Impact of Capital Improvement Projects by Fund

<u>Fund</u>	<u>Operating Impact of CIP Projects</u>	<u>Operating Budget</u>	<u>Percentage of Operating Budget</u>
General	\$48,136	\$53,253,516	0.09%
Convention & Visitors	\$63,434	\$17,781,306	0.36%
Utility Enterprise	\$31,335	\$20,717,145	0.15%
Total	\$142,905	\$91,751,967	0.16%

**City of Grapevine, Texas
Capital Improvement Plan
FY 2012-13 Approved Budget**

Streets, Drainage and Traffic Capital Projects

Project Name:

Eules Grapevine Rd./Stone Meyers Pkwy. Reconstruction

LTD Expenditures:
\$6,878,975

FY 2013 Budget:
\$701,848

Total Project Cost:
\$7,580,823

DESCRIPTION / JUSTIFICATION:

Reconstruction and widening of Eules Grapevine Road from SH 360 to Westport Parkway to a four lane concrete pavement section. Extension of Stone Myers Parkway from north terminus across DFW property to Mustang Drive with a four lane concrete pavement section. Project includes an enclosed drainage system and a 12" waterline along the alignment of Stone Myers Parkway.

Project Name:

Hudgins Street Roadway and Pedestrian Enhancement Project

LTD Expenditures:
\$0

FY 2013 Budget:
\$131,250

Total Project Cost:
\$2,818,250

DESCRIPTION / JUSTIFICATION:

Construct the Hudgins Street Connection between Bellaire Drive and Ball Street including curb & gutter, storm drainage, channel crossing, expanded sidewalk along the north side and signalization at Ball Street under the NCTCOG 2009 Call for Projects for Sustainable Development Projects and extend Hudgins Street improvements East to Main Street.

Project Name:

Kimball Road Widening w/ Southlake

LTD Expenditures:
\$0

FY 2013 Budget:
\$1,850,000

Total Project Cost:
\$2,000,000

DESCRIPTION / JUSTIFICATION:

Participate with the City of Southlake in the widening of Kimball Road from SH 114 to Dove Road. Grapevine's participation consists of 1/2 of the roadway costs for a length of approximately 2.500 LF which represents 20% of the total construct.

**City of Grapevine, Texas
Capital Improvement Plan
FY 2012-13 Approved Budget**

Streets, Drainage and Traffic Capital Projects

Project Name:

Links Trail Design & Construction

LTD Expenditures:
\$63,257

FY 2013 Budget:
\$331,347

Total Project Cost:
\$1,962,710

DESCRIPTION / JUSTIFICATION:

Design and Construction of a 10' wide trail in the SH 26 Corridor extending from Ruth Wall Rd to Grapevine Mills Blvd S. Project Designed by City Consultant and constructed by TxDOT

Project Name:

Back Lit Street Name Signs

LTD Expenditures:

FY 2013 Budget:
\$200,000

Total Project Cost:
\$350,000

DESCRIPTION / JUSTIFICATION:

Installation of Back Lit Street Name Signs at Arterial Intersections & State Highways. Phase I includes the DFW Connector project limits and SH 26 from Kimball Rd to Pool Rd. Installed by City Traffic Staff. Cost approximately \$ 3,750 per sign including free swinging mount, bracket, cantilever arm, etc.

Project Name:

Drainage System Improvements

LTD Expenditures:
\$0

FY 2013 Budget:
\$200,000

Total Project Cost:
\$2,125,000

DESCRIPTION / JUSTIFICATION:

Storm Drainage Improvements: Port America Place 2012; Rustic Lane & Denton Creek 2013 and at other locations across the City including Morehead Branch Crossing at Shadybrook, Creek 21 adjacent to Saybrook Addition and Farris Branch Channel Improvements

**City of Grapevine, Texas
Capital Improvement Plan
FY 2012-13 Approved Budget**

Buildings and Facilities Capital Projects

Project Name:

Concourse Upgrades

LTD Expenditures:

\$0

FY 2013 Budget:

\$180,000

Total Project Cost:

\$300,000

DESCRIPTION / JUSTIFICATION:

Upgrades to the Concourse Meeting Facility to restrooms, to create additional storage, a "bride's room" and to open space to exterior windows.

Project Name:

Wallis Building Renovation

LTD Expenditures:

\$210,000

FY 2013 Budget:

\$200,000

Total Project Cost:

\$410,000

DESCRIPTION / JUSTIFICATION:

This project will create a viewing plaza in front of Founders Building for watching the gunfighters in the clock tower. This area will include seating, hardscaping and landscaping. Funding will be provided via transfer from prior year projects.

Project Name:

Founders Building Remodel

LTD Expenditures:

\$45,000

FY 2013 Budget:

\$80,000

Total Project Cost:

\$125,000

DESCRIPTION / JUSTIFICATION:

This project consists of the finish out of the interior of the Founders Building into three retail gallery studio spaces and one meeting space for local hobby groups and organizations. Restrooms to be upgraded. HVAC, electrical and mechanical were put in place for this finish out when it was renovated in 1998.

**City of Grapevine, Texas
Capital Improvement Plan
FY 2012-13 Approved Budget**

Buildings and Facilities Capital Projects

Project Name:

Remodel of 206-210 W Hudgins including Ice House Façade

LTD Expenditures:
\$315,572

FY 2013 Budget:
\$120,000

Total Project Cost:
\$435,572

DESCRIPTION / JUSTIFICATION:

This project consists of erecting a new façade and adjusted roof line on the building at 206-210 W Hudgins along with remodel of building. This is the planned future home of the Historical Society Museum. This historical façade links the Settlement to City Museum to the Cotton Belt Clock Tower Museums and reflects a piece of post WW II Grapevine. FY-12 funding will be provided via transfer from prior year projects.

Project Name:

Vineyard and Winery Museum

LTD Expenditures:
\$0

FY 2013 Budget:
\$80,000

Total Project Cost:
\$495,000

DESCRIPTION / JUSTIFICATION:

This project consists of static and interactive displays for the vineyard and winery museum, located inside the CVB building. Will contain museum quality display areas for artifacts of grape growing, harvesting and wine making. The museum is also a major component in the Visitor Information Center. Development of the museum will be done by a museum consultant. Funding is available from 2009 Certificates of Obligation.

Project Name:

Worth / Jenkins Parking Lot

LTD Expenditures:
\$81,095

FY 2013 Budget:
\$8,817

Total Project Cost:
\$89,912

DESCRIPTION / JUSTIFICATION:

This project consists of the completion of a public parking lot on City-owned land at the corner of Worth and Jenkins streets, one block east of Main. This lot will allow for additional parking for patrons of Main Street businesses.

**City of Grapevine, Texas
Capital Improvement Plan
FY 2012-13 Approved Budget
Quality of Life Capital Projects**

Project Name:
SH 26 Median Landscaping Design & Construction

<i>LTD Expenditures:</i>	<i>FY 2013 Budget:</i>	<i>Total Project Cost:</i>
\$55,000	\$700,000	\$755,000

DESCRIPTION / JUSTIFICATION:
This project, in conjunction with TxDOT's widening of SH 26 from SH 114 to the Colleyville city limits, will provide for the design and construction of landscaped and irrigated medians. The City will be reimbursed for up to 50% of the costs for this project by a grant from TxDOT.

Project Name:
Heritage Avenue Trail - Design & Phases I & II

<i>LTD Expenditures:</i>	<i>FY 2013 Budget:</i>	<i>Total Project Cost:</i>
\$0	\$225,000	\$225,000

DESCRIPTION / JUSTIFICATION:
This project will provide a linkage to the Big Bear Creek Trail system that connects Parr Park to Bear Creek Park. The addition of this trail and bridge will allow citizens in the Western Oaks/Belfort subdivisions and to access the Big Bear Creek Trail. This trail will also allow children to cross Big Bear Creek to get access to the elementary, middle and high schools on Heritage Avenue.

Project Name:
Emergency Vehicle Preemption

<i>LTD Expenditures:</i>	<i>FY 2013 Budget:</i>	<i>Total Project Cost:</i>
\$299,647	\$499,000	\$798,647

DESCRIPTION / JUSTIFICATION:
This project will allow emergency vehicles to automatically request preemption of one or more downstream traffic signals. When the traffic signal controller receives a valid pre-emption request, it cycles to provide green indications as programmed based on direction the vehicle is approaching from and other parameters. This allows queued traffic to partially or fully clear the intersection approach, allowing room for the emergency vehicle to pass. It also allows the emergency vehicle to pass through the intersection with a green indication rather than having to stop and proceed against a red signal.

The first phase installed preemption equipment at 27 of the most critical signalized intersections throughout the City, and also includes various work to outfit 22 Fire Dept vehicles. The second phase will include 26 additional signals, as well as funding to equip 13 signals that are being reconstructed as part of other projects (DFW Connector, SH 26 widening, etc.).

**City of Grapevine, Texas
Capital Improvement Plan
FY 2012-13 Approved Budget**

Quality of Life Capital Projects

Project Name:

Dove Pool Renovation

LTD Expenditures:
\$157,500

FY 2013 Budget:
\$1,842,500

Total Project Cost:
\$2,000,000

DESCRIPTION / JUSTIFICATION:

Dove Pool was built in the 1970s and since that time many people have enjoyed the pool. As newer, non-traditional pools have been built in the area, Dove Pool, while well maintained has become out of synch with expectations of today. Staff recommends keeping Dove pool but adding enhancements to the pool such as spray features and zero entry points to meet the new ADA standards.

Project Name:

Dove Pool Bath House Renovation

LTD Expenditures:
\$0

FY 2013 Budget:
\$543,500

Total Project Cost:
\$543,500

DESCRIPTION / JUSTIFICATION:

This project includes the expansion and complete renovation of the bath house at the Dove Park pool. The structure was built in the 1970s and is in need of renovation. The improvements are timed to coincide with the Dove Pool Renovations project.

Project Name:

Casey's Clubhouse Renovation

LTD Expenditures:
\$63,750

FY 2013 Budget:
\$1,250,000

Total Project Cost:
\$1,313,750

DESCRIPTION / JUSTIFICATION:

The old playground is 14 years old and in need of replacement. This is the only universally accessible playground in the City of Grapevine. The FY 2012 appropriation funded the design phase and the FY 2013 appropriation will fund construction.

**City of Grapevine, Texas
Capital Improvement Plan
FY 2012-13 Approved Budget**

Quality of Life Capital Projects

<i>Project Name:</i> Outreach Center Playground		
<i>LTD Expenditures:</i> \$0	<i>FY 2013 Budget:</i> \$125,000	<i>Total Project Cost:</i> \$125,000
<u>DESCRIPTION / JUSTIFICATION:</u> GCISD has given approval to install some play equipment at the Outreach Center on Mustang Drive. The site already has some picnic tables and shade for residents in the area. The proposed play equipment would be similar to the equipment installed at neighborhoods parks in the city.		

<i>Project Name:</i> Meadowmere Park Master Plan		
<i>LTD Expenditures:</i> \$0	<i>FY 2013 Budget:</i> \$50,000	<i>Total Project Cost:</i> \$50,000
<u>DESCRIPTION / JUSTIFICATION:</u> This project will fund the initiation of master plan to develop and coordinate improvements at Meadowmere Park.		

<i>Project Name:</i> Citywide On-Road Bike Program		
<i>LTD Expenditures:</i> \$0	<i>FY 2013 Budget:</i> \$50,000	<i>Total Project Cost:</i> \$50,000
<u>DESCRIPTION / JUSTIFICATION:</u> This project will provide for the development of a signage and education program for the bicycling community. The purpose of the program is to encourage cycling, commuting, shopping and short trips in the city. The City has previously entered into a partnership agreement with Baylor Regional Medical Center and Mad Duck Cyclery for a bicycle rack program for businesses in Grapevine.		

**City of Grapevine, Texas
Capital Improvement Plan
FY 2012-13 Approved Budget
Quality of Life Capital Projects**

Project Name:
TxDOT Closed Circuit TV Camera System

<i>LTD Expenditures:</i>	<i>FY 2013 Budget:</i>	<i>Total Project Cost:</i>
\$0	\$80,000	\$80,000

DESCRIPTION/ JUSTIFICATION:
This project will allow the Traffic division to gain access to the closed circuit television camera system being installed by TxDOT in conjunction with the DFW Connector roadway project. The camera system will provide real-time images of traffic flows and accident sites.

Project Name:
Hudgins Street Pedestrian Enhancements

<i>LTD Expenditures:</i>	<i>FY 2013 Budget:</i>	<i>Total Project Cost:</i>
\$0	\$141,750	\$141,750 *

DESCRIPTION/ JUSTIFICATION:
Construct the Hudgins Street Connection between Bellaire Drive and Ball Street including curb & gutter, storm drainage, channel crossing, expanded sidewalk along the north side and signalization at Ball St under the NCTCOG 2009 Call for Projects for Sustainable Development Projects and extend Hudgins Street improvements East to Main Street.

* The total cost of this project is \$2,818,250. The Quality of Life portion will fund engineering and design costs only.

Project Name:
Dove Park Sports Lights

<i>LTD Expenditures:</i>	<i>FY 2013 Budget:</i>	<i>Total Project Cost:</i>
\$0	\$250,000	\$250,000

DESCRIPTION/ JUSTIFICATION:
The old sports lighting at the tennis and sand volleyball courts are out of date. A newer lighting system will be more efficient and reduce light pollution. This would replace/relight 6 tennis courts, 1 sand volleyball court, & in-line rink. Sports lighting replacement was recommended in the Parks & Recreation Master Plan update approved by the Council in May of 2011.

**City of Grapevine, Texas
Capital Improvement Plan
FY 2012-13 Approved Budget**

Water and Wastewater Capital Projects

Project Name:

SH 121 Section 13 Reconstruction

LTD Expenditures:

\$0

FY 2013 Budget:

\$1,200,000

Total Project Cost:

\$1,200,000

DESCRIPTION / JUSTIFICATION:

This project consists of the relocation and reconstruction of underground utility lines in conjunction with the second phase of the SH 121 project, from Grapevine Mills to Denton Creek, and FM 2499 from north of the SH 121 interchange to the northern city limits.

Project Name:

Dove Water Tower Repairs and Repainting

LTD Expenditures:

\$0

FY 2013 Budget:

\$650,000

Total Project Cost:

\$650,000

DESCRIPTION / JUSTIFICATION:

Repairs to and repainting of the water tower at Dove Park.

Project Name:

Dove Loop Waterline (Dooley to Boyd)

LTD Expenditures:

\$0

FY 2013 Budget:

\$250,000

Total Project Cost:

\$250,000

DESCRIPTION / JUSTIFICATION:

Repairs and / or replacement of underground water lines along Dove Loop Road between Dooley and Boyd streets.

**City of Grapevine, Texas
Capital Improvement Plan
FY 2012-13 Approved Budget**

Water and Wastewater Capital Projects

Project Name:

College Street Waterline (Ball to Scribner)

LTD Expenditures:
\$0

FY 2013 Budget:
\$100,000

Total Project Cost:
\$100,000

DESCRIPTION / JUSTIFICATION:

Repairs and / or replacement of underground water lines along College Street between Ball and Scribner streets.

Project Name:

Winding Creek 8" Waterline

LTD Expenditures:
\$0

FY 2013 Budget:
\$75,000

Total Project Cost:
\$75,000

DESCRIPTION / JUSTIFICATION:

Repairs and / or replacement of an 8" underground water line along Winding Creek Drive.

Project Name:

Dooley Street 8" Waterline (Silverlake Elementary to Dunn)

LTD Expenditures:
\$0

FY 2013 Budget:
\$200,000

Total Project Cost:
\$200,000

DESCRIPTION / JUSTIFICATION:

Repairs and / or replacement of an 8" underground water line along Dooley Street from Silverlake Elementary to Dunn Street.

**City of Grapevine, Texas
Capital Improvement Plan
FY 2012-13 Approved Budget**

Water and Wastewater Capital Projects

<i>Project Name:</i> Inflow & Infiltration Project		
<i>LTD Expenditures:</i> \$1,760,474	<i>FY 2013 Budget:</i> \$100,000	<i>Total Project Cost:</i> \$4,155,161
<u>DESCRIPTION / JUSTIFICATION:</u> Design of Phase III.		

<i>Project Name:</i> Mustang Drive Water Tower Pump		
<i>LTD Expenditures:</i> \$0	<i>FY 2013 Budget:</i> \$80,000	<i>Total Project Cost:</i> \$80,000
<u>DESCRIPTION / JUSTIFICATION:</u> Repairs to and / or the replacement of the pump at the Mustang Drive Water Tower.		

<i>Project Name:</i> Wastewater Treatment Plant Filter Replacement		
<i>LTD Expenditures:</i> \$0	<i>FY 2013 Budget:</i> \$1,200,000	<i>Total Project Cost:</i> \$1,200,000
<u>DESCRIPTION / JUSTIFICATION:</u> The Traveling Bridge Sand Filters in both Trains 2 and 3 have exceeded their useful lives and are in need of complete replacement to continue to meet our effluent permit limits. The cost to repair or retrofit the existing filters with its outdated technology is in the same range as the cost for the newer technology. This new technology will provide the City with improved effluent results and will provide us the ability to meet future more restrictive permit requirements.		

FY 2013 VEHICLE & CAPITAL EQUIPMENT ACQUISITIONS - FUND 325

Department	Unit #	Description of Unit to be Replaced	Cost
IT 100-101-2	Various	IT Replacement Schedule	\$553,650
Total I.T. Dept.			\$553,650
IT 100-101-2	05209	99 Chevy Venture	\$25,000
IT 100-101-2	05219	99 Chevy Venture	\$25,000
Total I.T. Dept.			\$50,000
Fire 100-210-1	10802	2002 Avalanche	\$40,000
Fire 100-210-2	10602	2002 Tahoe	\$40,000
Fire 100-210-3	10425	2005 Chevy Ambulance	\$205,000
Fire 100-210-5	10536	2006 Malibu	\$30,000
Fire 100-210-3	10302	2002 Bronto Ladder	\$1,300,000
Total Fire Dept.			\$1,615,000
Parks 100-312-3	12299	1999 C30	\$52,000
Total Parks Dept.			\$52,000
PW 100-118-2	18209	1999 E-250	\$28,000
PW 100-118-2	18219	1999 E-250	\$28,000
PW 100-118-2	18229	1999 F-250	\$28,000
PW 100-118-2	18308	1998 E-250	\$28,000
Total Facilities Svcs			\$112,000
PW 100-415-2	15132	02 Explorer	\$30,000
PW 100-415-3	15229	HD13 Roller	\$40,000
PW 100-415-3	15818	HD 12 Roller	\$40,000
PW 100-415-3	15841	01 Case skid loader	\$65,000
PW 100-415-3	15968	1998 JD 544H	\$166,000
PW 100-415-5	15201	01 Explorer	\$30,000
PW 100-415-5	NEW	Additional bucket truck	\$85,000
Total Public Works Dept.			\$456,000
Dev Svs 100-417-2	17301	01 Crown Vic	\$28,000
Dev Svs 100-417-2	17118	98 Explorer	\$30,000
Total Dev Svcs Dept.			\$58,000
TOTAL GENERAL FUND			\$2,343,000
CVB 115-350-1	NEW	Additional Ford Flex vehicles (2)	\$100,000
Shuttle 216-350-12	NEW	Additional shuttle buses (2)	\$350,000
TOTAL CVB FUND			\$450,000
SDUS 116-535-1	15239	Tymco Sweeper	\$186,000
SDUS 116-535-1	15250	Tymco Sweeper	\$186,000
SDUS 116-535-1	15878	1999 Freightliner Tandem	\$150,000
SDUS 116-535-1	15260	00 Chevy C-30	\$50,000
TOTAL SDUS FUND			\$572,000

FY 2013 VEHICLE & CAPITAL EQUIPMENT ACQUISITIONS - FUND 325

Department	Unit #	Description of Unit to be Replaced	Cost
Police	92025	05 CVP	\$42,000
Police	92115	05 CVP	\$42,000
Police	92128	07 CVP	\$42,000
Police	93035	05 Blazer	\$30,000
Police	93075	05 Exp	\$30,000
Police	09300	00 crown Vic	\$30,000
Police	91065	05 Tahoe	\$30,000
Police	92005	05 Tahoe	\$30,000
Police	09TR9	Radar Trailer	\$12,000
Police	91026	06 HD	\$22,000
Police	91046	06 HD	\$22,000
Police	91056	06 HD	\$22,000
Police	91076	06 HD	\$22,000
Police	92119	09 CVP	\$42,000
Police	09101	01 Crown Vic	\$30,000
Police	93005	05 Blazer	\$30,000
Police	93015	05 Impala	\$28,000
Police	93025	05 Impala	\$28,000
Police	93045	05 Malibu	\$28,000
Police	93065	05 Crown Vic	\$28,000
Police	92148	08 Charger	\$40,000
Police	09117	ATV	\$7,000
Police	09127	ATV	\$7,000
Police	09312	02 Crown Vic	\$30,000
Police	92109	09 CVP	\$42,000
Police	92129	09 CVP	\$42,000
Police	92139	09 CVP	\$42,000
Police	92159	09 CVP	\$42,000
Police	92169	09 CVP	\$42,000
Police	92195	05 Impala	\$28,000
Police	93136	06 Impala	\$28,000
Police	92009	09 Charger	\$40,000
Police	92205	05 Blazer	\$35,000
Police	92206	06 Blazer	\$35,000
Police	92246	06 Impala	\$28,000
Police	NEW	Additional vehicle for CVE Program	\$43,000
TOTAL CCPD FUND			\$1,121,000
Golf Maint 210-340-2		Greens mower, verticutter reels, heavy duty utility vehicle, light duty utility vehicle	\$108,800
TOTAL GOLF FUND			\$108,800
Police CVE		Radios, Computers, Radars, MVS, Weight Scales	\$42,740
TOTAL PD CVE FUND			\$42,740
TOTAL FY 2013 VEHICLE & EQUIPMENT ACQUISITIONS - FUND 325			\$5,191,190

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. It is a major recreation area for picnicking and camping and draws some five million visitors each year to the area. The City also has an extensive park system which includes tennis courts, racquetball courts, baseball and softball diamonds, football and soccer fields, an extensive network of hiking, biking and jogging trails, swimming pools and picnic areas. The City also owns and operates a 27-hole golf course.



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

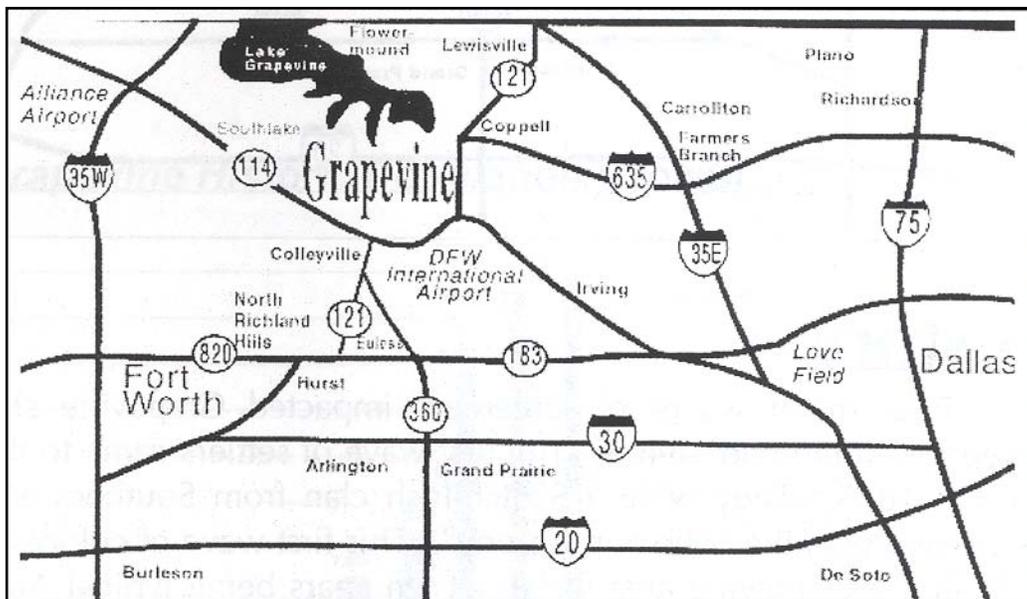
Grapevine has a total area of 35.85 square miles and is along a transitional zone between the eastern edge of the eastern Cross Timbers and the western side of the Black Prairie. The terrain is a combination of level ground and rolling hills and is heavily wooded in parts. The soils are heavy blackland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

Transportation

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

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

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



Advantages of Doing Business in Grapevine

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

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

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

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



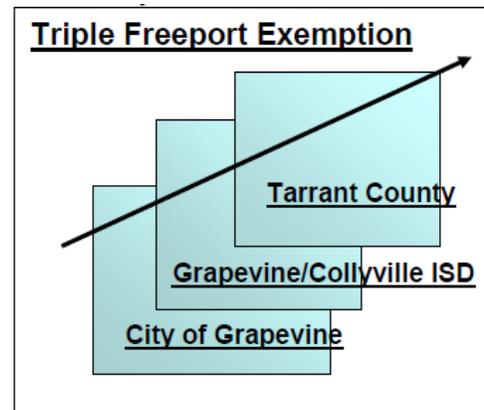
DFW Airport contains approximately 18,000 acres and directly employs some 60,000 personnel. The airport has seven runways, 174 gates, and is served by 18 passenger airlines. Every major city in the continental United States can be accessed within four hours. It ranks 3rd in the world in terms of operations and 7th in terms of passengers. In 2008 the airport served over 57 million passengers.

The Freeport Tax Exemption in Grapevine

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

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

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



Baylor Regional Medical Center at Grapevine is a 233-bed, full-service, fully-accredited hospital, serving residents in more than 20 cities throughout the Dallas/Fort Worth Metroplex. The hospital offers advanced medical care for brain and spine conditions, cardiovascular care, intensive care, diagnostic imaging, women's services, neonatal intensive care, sleep disorders and emergency care.

Dining & Accommodations

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

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

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

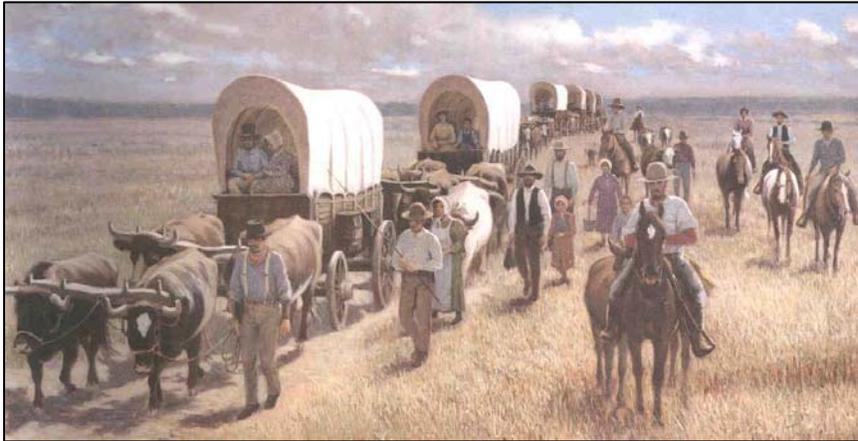


Five minutes from Dallas/Fort Worth International Airport in the center of the Metroplex and south of historic downtown Grapevine, The Grapevine Convention Center is a flexible, multi-use facility with 23,500 square feet of space. Pre-function areas are generous in size and finely appointed in decor,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

History

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

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



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

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

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

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



Historic Preservation

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

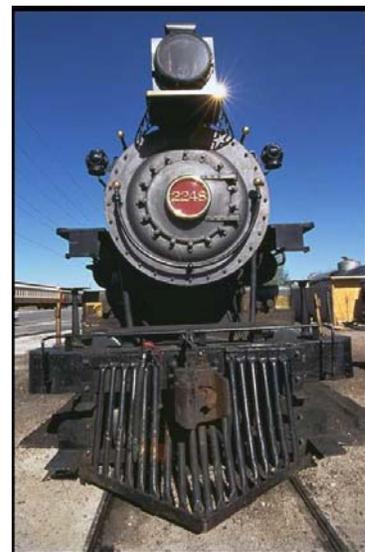
Much of the downtown Grapevine's Main Street is listed in the National Register of Historic Places, as is the Cotton Belt Railroad historic District, where the restored 1901 Cotton Belt Depot and 1888 Section Foreman's House anchor the Grapevine Heritage Center complex. History lives on at the center,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

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

Grapevine Vintage Railroad

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

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



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

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



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

The Grapevine Vintage Railroad proudly features the following annual events:

Day Out with Thomas™ – 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.

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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.

15th Annual Butterfly Flutterby - October 19 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 - November 25 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 – December 5 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 – November 25 – December 17 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 – December 5 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 – February 14 Take your sweetheart on a unique romantic journey on the Grapevine Vintage Railroad for a special evening of dinner, wine and dancing.

9th Annual Chocolate Fest – April 5 and 6 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.

21st Annual New Vintage Wine & Gallery Trail - April 13

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 21st Annual New Vintage Wine & Gallery Trail on April 13, 2013, presented by Park Place Motorcars Grapevine. 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 April 11 – October 19 The popular, open-air Grapevine Market makes its seasonal return to Historic Downtown Grapevine on April 11, 2013, and will be open every Thursday and Saturday from 9 a.m. to 2 p.m. until October 19, 2013. 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.

28th Annual Main Street Days Festival - May 17, 18 & 19 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!

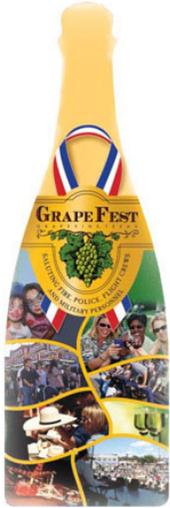
Grapevine is the perfect spot for active lifestyles and outdoor enthusiasts, and this event showcases the city’s adventurous side and natural resources through various outdoor and recreational activities. Enjoy arts and crafts, street dances, exciting rides at the carnival, and short sampler runs on 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 – May 24 through September 2 - 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.

29th Annual Fireworks Extravaganza Over Lake Grapevine - Find your spot and stake a claim near Lake Grapevine for watching the 26th 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.



27th Annual GrapeFest - September 12, 13, 14, & 15 - 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 27th annual event that is serving up four full days of fun!
- Cast your vote at the People's Choice Wine Tasting Classic, the largest consumer judged wine competition in the United States.
- Visit Grapevine's winery tasting rooms via the complimentary shuttles.
- Enjoy international wines from several countries in the International Wine Garden.
- Listen to live music on four stages.
- Get into the action at the competitive GrapeStomp...you and your partner could win the Coveted Purple Foot Award.
- Take part in the GrapeFest Tennis Classic.
- Place your bid at the Vintner's Auction Classic (a live and silent auction).
- Enjoy fine wines and great food at the Texas Wine Tribute, a gourmet food and wine-pairing pavilion, cooking demonstrations and award winning chefs and much more!

**CITY OF GRAPEVINE
STATISTICAL INFORMATION**

Form of Government:	Council / Manager
Date of Incorporation:	January 12, 1907
Date of Adoption of Home Rule Charter:	November 16, 1965
City Officials:	Mayor and (6) Council Members
Number of Full-Time Employees:	550
Population:	47,854
Population by Race:	
White	65.8%
Black	3.1%
Hispanic	19.4%
Asian & Pacific Islander	3.2%
Other Races	8.5%
Population by Gender:	
Male	50.3%
Female	49.7%
Population by Age:	
Under 18 years	27.8%
18 to 34 years	20.9%
35 to 54 years	35.0%
55 to 64 years	10.2%
65 years and over	6.0%
Median Age:	35.7
Average Age:	34.4
Percentage Population 25+ by Education Level:	
Elementary	3.7%
Some H.S.	4.8%
High School	16.4%
Some College	25.4%
Assoc. Degree	7.0%
Bachelor Degree	31.6%
Graduate Degree	10.9%

Percentage Households by Income:	
\$250,000 or more	3.7%
\$150,000 - \$249,999	10.5%
\$100,000 - \$149,999	23.0%
\$75,000 - \$99,999	15.9%
\$50,000 - \$74,999	16.7%
\$35,000 - \$49,999	12.8%
\$25,000 - \$34,999	7.2%
\$15,000 - \$24,999	5.0%
Under \$15,000	5.0%
Average Family Household Income:	\$113,245
Median Family Household Income:	\$96,550
Per Capita Income:	\$40,808
Average Household Size:	2.66
Elections:	
Registered Voters:	28,867
Number of Votes Cast Last General Election	20,169
Voting Percentage Last General Election	69.9%
Number of Votes Cast Last Municipal Election	3,187
Voting Percentage Last Municipal Election	11.0%
Housing:	
Total Housing Units	18,740
Total Households	18,660
Occupancy Rate	95.2%
Percentage Owner Occupied	64.1%
Household Percentage By Type:	
Family Households	70.9%
Non-family Households	29.1%
Average Value of Single-Family Residence: (Sept 2012)	\$223,133
Civilian Labor Force: (October 2012)	
Grapevine	27,675
Tarrant County	950,635
Unemployment Rate: (October 2012)	
Grapevine	5.3
Tarrant County	6.1
Land Area in Square Miles:	35.92
Miles of Streets:	180
Total Lane Miles of Streets	435

Fire Protection:	
Number of Stations	5
Number of Employees	101
Number of Fire Runs	5,135
Number of Ambulance Runs	3,026
Police Protection:	
Number of Stations	2
Number of Employees	137
Calls for Service	67,634
Traffic Citations Issued	23,817
Number of Criminal Offenses	1,366
Vehicular Patrol Units on Duty	32
Library:	
Number of Facilities	1
Total Square Footage	53,072
Volumes	186,817
Annual Circulation	316,236
Recreation and Culture:	
Number of Park Acres	1,873
Number of Picnic Areas	117
Number of Pavilions	4
Number of Boat Ramps	10
Number of Camping Sites	61
Number of Swimming Pools	2
Number of Playgrounds	35
Number of Tennis Courts	10
Number of Soccer Fields	11
Number of Softball/Baseball Diamonds	12
Number of In-line Hockey Rinks	2
Miles of Hike & Bike Trails (hard surface)	16.4
Miles of Hike & Bike Trails (soft surface)	3.0
Number of Community Centers	1
Number of Senior Citizen Centers	1
Golf Courses	1
Number of Golf Holes	27
Number of Rounds Played	67,555
Water and Sewer System:	
Number of Water Connections	14,460
Average Daily Water Consumption (MGD)	10.74
Water System Capacity (MGD)	27
Number of Sewer Connections	13,103
Number of Refuse Connections	11,911
Sewer System Capacity (MGD)	8.0

Accommodations:	
Number of Hotel Properties:	20
Number of Hotel Rooms:	5,191
Total square footage of meeting facilities	650,000
Education: (Grapevine-Colleyville ISD)	
Number of Facilities	19
Total Employees	1,752
Number of Teachers	964
Total District Enrollment	13,614
Student / Teacher Ratio	14:1
Average Years Experience of Teachers	13.0
Percentage of Teachers with Masters Degrees	31%
Average Daily Attendance	13,435
Daily Attendance Rate	97%
District Dropout Rate	0.2%
Number of National Blue Ribbon Schools	11
Graduation Rate	94%
Tax Rate	\$1.32 per \$100 valuation
Operating Budget	\$139.6 million
Expenditure per Student	\$10,034
Average SAT Score (Reading/Math/Writing)	537/556/516
Average AP Exam Score	3.15
Total Appraised Value:	\$9,380,817,927
Net Taxable Value:	\$6,082,785,223
Total Value of New Construction:	\$33,688,900
Major Employers:	[Site Employment]
Gaylord Texan Resort & Convention Center	1,820
DFW International Airport	1,800
Grapevine-Colleyville ISD	1,752
United Parcel Service	1,200
Baylor Regional Medical Center	1,000
Atlantic Southeast Airlines, Inc.	1,000
Verizon Information Services (Idearc)	888
Verizon Internet Solutions	880
Gamestop.com	600
Federal Express Corporation	500
Great Wolf Lodge	500
AMR Eagle Holding Corporation	500
CAE Simuflite Training	450
United States Postal Service	435
Hilton DFW Lakes	400
Total Daytime Employment by Classification:	63,839

Services	65.4%
Retail	11.1%
Transport, Communications, Utilities	9.5%
Manufacturing	4.1%
Wholesale Trade	3.2%
Construction	2.9%
Finance, Insurance, Real Estate	2.4%
Government	1.0%
Agricultural & Natural Resources	0.4%
Estimated Average Travel Time to Work:	26.91 minutes
Average High Temperature:	January 54° / July 96°
Average Low Temperature:	January 31° / July 73°
Average Rainfall: (inches)	January 1.77 / July 2.2
Top Ten Principal Taxpayers:	Assessed Valuation
Opryland Hotel dba Gaylord Texan	\$285,854,271
American Airlines /American Eagle	\$237,140,428
Grapevine Mills Ltd. Partnership	\$215,200,000
Great Wolf Lodge	\$124,000,000
CAE Simuflite	\$100,386,778
Fund Riverwalk LLC	\$65,506,000
Rackspace US Inc.	\$58,199,347
Oncor Electric Delivery	\$50,072,120
A & B Properties Inc.	\$49,930,985
Silver Oaks LP	\$46,976,700
Bond Ratings:	General Obligation Revenue
Moody's	Aa2 A1
Standard & Poor's	AA A

FY 2012-13 Tax Rate Comparison					
	City	County	School	Hospital & College	Combined
<i>Grapevine</i>	<i>0.345695</i>	<i>0.264000</i>	<i>1.320100</i>	<i>0.376867</i>	<i>2.306662</i>
Arlington	0.648000	0.264000	1.335000	0.376867	2.623867
Bedford	0.499115	0.264000	1.288189	0.376867	2.428171
Carrollton	0.617875	0.253100	1.342200	0.370230	2.583405
Cedar Hill	0.695690	0.253100	1.400000	0.370230	2.719020
Dallas	0.797000	0.253100	1.271343	0.370230	2.691673
Eules	0.470000	0.264000	1.288189	0.376867	2.399056
Fort Worth	0.855000	0.264000	1.322000	0.376867	2.817867
Garland	0.704600	0.253100	1.253300	0.370230	2.581230
Grand Prairie	0.669998	0.253100	1.465000	0.370230	2.758328
Haltom City	0.651740	0.264000	1.425000	0.376867	2.717607
Hurst	0.608498	0.266500	1.288189	0.376867	2.540054
Irving	0.598600	0.253100	1.425000	0.370230	2.646930
Keller	0.442190	0.264000	1.530600	0.376867	2.613657
Mansfield	0.710000	0.264000	1.496000	0.376867	2.846867
Mesquite	0.640000	0.253100	1.420000	0.370230	2.683330

STATUTORY REQUIREMENTS TRUTH-IN-TAXATION

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

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

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

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

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

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

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

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

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

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

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

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

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

Calculation of Legal Debt Margin - October 1, 2012

Adjusted Tax Base Valuation	\$6,082,785,223
Constitutional Limit	2.5% of assessed valuation
Maximum Constitutional Revenue Available	\$152,069,630
Tax Rate to Achieve Maximum Tax Revenue	\$2.50 per \$100 of valuation
Adopted Tax Rate for 2011-12	\$0.345695 per \$100 of valuation
Available Unused Constitutional Max Tax Rate	\$2.154305

Other requirements relating to the adoption and levying of ad valorem taxes are the publication of the unencumbered fund balances of the General Fund and Debt Service Fund, the 2012-13 debt service requirements, and the 2012 property tax rates in the City of Grapevine.

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

Budget Glossary

ADA – Americans with Disabilities Act

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

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

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

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

Assessed Valuation - A valuation set upon real and personal property by the Tarrant Appraisal District as a basis for levying taxes.

Audit – An examination, usually by an official or a private accounting firm retained by Council, of organization financial statements and the utilization of resources.

Authorized Positions - Number of positions authorized in the final budget.

Balance Sheet – A financial statement that presents the assets, liabilities, reserves and balances of a specific governmental fund as of a specified date.

Bond – A promise to repay borrowed money on a particular date, often ten or twenty years in the future. Most bonds also involve a promise to pay a specified dollar amount of interest at predetermined intervals. The City uses bonds to obtain long-term financing for capital projects.

Bond Covenant – A legally enforceable agreement with bondholders that requires the governmental agency selling the bond to meet certain conditions in the repayment of the debt.

Bond Ordinance – A law approving the sale of bonds that specifies how proceeds may be spent.

Bond Funds - Resources derived from issuance of bonds for financing capital improvements.

Budget - A financial plan for a specified period of time that matches all planned revenues and expenditures with various municipal services. It is the primary means by which most of the expenditure and service delivery activities of a government are controlled.

Budget Amendment - A revision of the adopted budget that, when approved by Council, replaces the original provision.

Budget Basis - The accounting system used in tracking the budget execution is GAAP.

Budget Glossary

Budget Calendar - The schedule of key dates that is followed in the preparation, adoption, and administration of the budget.

Budget Manual – A booklet prepared by the budget office that includes the budget, calendar, the forms departments need to prepare their budget requests, and a description of the budget process.

Capital Assets – Things the City owns that cost a considerable amount of money and that are intended to last a long time – e.g. buildings, land, roads, bridges and water treatment plants.

Capital Improvement Program - This is the City's plan to finance major infrastructure development and improvement. It is primarily funded through General Obligation bonds and revenue bonds.

Capital Outlay - Expenditure which results in the acquisition of or addition to fixed assets.

Certificates of Obligation – Method for issuing long-term debt. Does not require voter approval.

Certification Pay – Additional pay attributable for completion of specified certification that enhances performance.

City Charter - A document of a home rule city similar to a constitution. The City Charter establishes the City's government structure and provides for the distribution of powers and duties among the various branches of government.

Community Development Block Grants (CDBG) - Federal funds made available to municipalities specifically for community revitalization.

Comprehensive Annual Financial Report (CAFR) – This report summarizes financial data for the previous fiscal year in a standardized format.

Contingency – A budgetary reserve set aside for unforeseen events occurring during the fiscal year. Also known as a reserve account.

D.A.R.E. (Drug Awareness Resistance Education) – Program developed to educate students of the effects of drug and alcohol abuse.

Debt Service - Payment of interest and principal on an obligation resulting from bond sales or lease-purchase agreements.

Deficit - The excess of expenditures over revenues during an accounting period; or, in the case of proprietary funds, the excess of expense over income during an accounting period.

Department - A major administrative division of the City that indicates overall management responsibility for an operation or a group of related operations within a functional area.

Budget Glossary

Division - The smallest unit of budgetary accountability and control, which encompasses specific work units for accomplishing a City operation.

EMS - Emergency Medical Services

EMT - Emergency Medical Technician

Effective Tax Rate - State law in Texas prescribes a formula for calculating the effective tax rate for cities. The net effect of the formula is to produce a tax rate that goes down when property values rise because of inflation and vice versa. The intent is to generate a rate that produces approximately the same revenue as the year before. The formula does make adjustments for newly annexed property and newly constructed property.

Encumbrance - The commitment of appropriated funds to purchase an item or service.

Enterprise Fund - A fund established to account for operations that are financed and operated in a manner similar to private business. It is the City's intent to recover the costs of providing a service primarily through user charges.

EPA - Environmental Protection Agency

Expenditures - Outflow of non-enterprise funds paid or to be paid for an asset obtained or goods and services obtained.

Expenses - Outflow of enterprise funds paid or to be paid for an asset obtained or goods and services obtained.

Fiscal Policy - The City's policies with respect to taxes, spending, and debt management as they relate to government services, programs, and capital investment. Reflect a set of principals for the planning and programming of government budgets.

Fiscal Year - The time period designated by the City signifying the beginning and ending period for recording financial transactions. The City of Grapevine has specified October 1 to September 30 as its fiscal year.

Fixed Assets - Assets of a long-term character that are intended to continue to be held or used, such as land, buildings, improvements other than buildings, machinery and equipment.

Franchise Fee - A fee levied by City Council on businesses that use City property or right-of-way. This fee is usually charged as a percentage of gross receipts.

Full Funding - Term used to designate full year payment for personnel or other budgeted items.

Full-Time Equivalent (FTE) - The measure of authorized personnel often referred to as worker-years. The full time equivalent of 1 position (1 FTE) approximately represents 2080 hours of work per year.

Budget Glossary

Fund - A fiscal and accounting entity with a self-balancing set of accounts in which cash and other financial resources, all related liabilities and residual equities, or balances, and changes therein, are recorded and segregated to carry on specific operations.

Description of Funds:

1. General Fund - Accounts for revenues and expenditures relating to the provisions of services to the City such as Police, Fire, Public Works, Parks & Recreation, Administration, Community Development, Finance, etc.
2. Utility Enterprise Fund - Accounts for all revenues and expenses relating to the operation of the water and wastewater system and related capital construction.
3. Convention & Visitors Bureau Fund - Accounts for revenues and expenditures relating to the use of hotel occupancy tax receipts. Because of restricted types of uses allowed for these monies, they are accounted for in a separate fund.
4. Lake Enterprise Fund - Accounts for revenues and expenses relating to Golf Course operations, maintenance and capital improvements for facilities around Lake Grapevine.
5. General Government Capital Projects Fund - Are those projects that do not meet the criteria for Permanent Street or Capital Maintenance Funding and are typically funded with bond funds or grants.
6. Capital / Street Maintenance Projects Fund - Include facility repairs or major maintenance and other operating and equipment needs as well as street overlay programs, curb and gutter repairs and traffic signals, signs and striping maintenance. Projects are designed to maintain a five-year maintenance schedule and are funded out of an operational transfer from the general fund.
7. Utility and Enterprise Projects Fund - (As with the General Government Capital Projects) are projects for the Utility and Lake Enterprise Funds that do not meet the criteria for Permanent Street or Capital Maintenance Funding. Funding sources for these projects are typically bond funds or water and wastewater impact fees.
8. Debt Service Fund - Accounts for all monies involving payment of interest and principal on General Obligation Bonds and Public Property Contractual Obligations.
9. Stormwater Drainage Utility Fund - This fund provides for the accounting of expenses and revenues related to stormwater drainage administration, operations and capital improvements.
10. Lake Parks Special Revenue Fund – This fund accounts for all activities necessary to operate and maintain park property on Lake Grapevine received from the U.S. Army Corps of Engineers.

Fund Balance - The difference between fund assets and fund liabilities of governmental and similar trust funds.

Budget Glossary

GASB – Governmental Accounting Standards Board

GCISD - Grapevine/Colleyville Independent School District.

GFOA - Government Finance Officers Association of the United States and Canada.

General Obligation Bonds (G.O.) - Bonds sold and guaranteed by the City, in which the full faith and credit of the City is pledged for repayment.

Generally Accepted Accounting Principles (GAAP) - Uniform minimum standards and guidelines for financial accounting and reporting. They govern the form and content of the financial statements of an entity. GAAP encompass the conventions, rules and procedures necessary to define accepted accounting practice at a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures. GAAP provide a standard by which to measure financial presentations.

GIS – Geographic Information System

Goals - Generalized statements of where an organization desires to be at some future time with regard to certain operating elements (e.g. financial condition, service levels provided, etc.)

Grant - A contribution by a government or other organization to support a particular function. Typically, these contributions are made to local governments from state or federal governments.

Home Rule – A limited grant of discretion from a state government to a local municipality, concerning the organization of functions and the raising of revenue. Without home rule, local municipalities are restricted to functions specified by the state government.

Internal Service Fund - Fund used to account for the financing of goods or services provided by one department to another department on a cost reimbursement basis.

I/I – Infiltration and Inflow

Infrastructure – Basic public investments such as streets, storm drainage, water and sewer lines, streetlights and sidewalks.

Interfund transfer – The transfer of money from one fund to another.

Investment – Securities and real estate purchased and held for the production of income in the form of interest, dividends, rentals and base payments.

L.F. - (Linear feet) Length in feet.

Lift Station – The City's collection system relies on gravity to collect wastewater. When the system gets to an unreasonable depth, a lift station pumps the wastewater to a higher elevation so the gravity process can begin again.

Budget Glossary

Line-item budget – A budget format in which departmental outlays are grouped according to the items that will be purchased.

Longevity - Annual monetary payments to qualified employees based on length of service.

MCL – Maximum Contaminant Level. The highest level of a contaminant that is allowed in drinking water.

MGD – Million gallons per day.

Modified Accrual Basis - This method of accounting is a combination of cash and accrual accounting since expenditures are immediately incurred as a liability while revenues are not recorded until they are actually received or are "measurable" and "available for expenditure". This type of accounting basis is conservative and is recommended as the standard for most governmental funds.

Municipal - Of or pertaining to a city or its Government.

NCTCOG - North Central Texas Council of Governments

Non-Departmental – Accounts for expenditures for professional services and other general government functions, which cannot be allocated to individual departments.

NTRA - National Therapeutic Recreation Association

NTU - Nepthalic Turbidity Units (translucent liquid indicator of suspended solids in water).

Object Code - The standard citywide classification of the expenditures such as office supplies or rental of equipment.

Objectives - Specific, measurable targets set in relation to goals.

Operating Funds - Resources derived from recurring revenue sources used to finance ongoing operating expenditures.

Ordinance - An authoritative command or order. This term is used for laws adopted by a municipality.

Per Capita Costs - The cost of service per person. Per capita costs in Grapevine are based upon the City's population.

Performance Indicator - Specific quantitative and qualitative measure of work performed as an objective of the department.

Budget Glossary

Prompt Payment Act - Adopted in July, 1985 by the State, the Act required the City to pay for goods and services within 30 days of receipt of invoice or the goods or services, whichever comes later. If this is not satisfied, the City may be charged interest on the unpaid balance at the rate of 1 % per month.

Public Hearing – An open meeting regarding proposed operating or capital budget allocations, which provide citizens with an opportunity to voice their views on the merits of the proposals.

Purchase Order – An agreement to buy goods and services from a specific vendor, with a promise to pay on delivery.

Rainy Day funds – Revenue stabilization reserves that provide resources when tax revenues temporarily decline.

Resolution – A formal statement of opinion or determination adopted by an assembly or other formal group.

Resources - Total dollars available for appropriations, including estimated revenues, fund transfers, and beginning fund balances.

Revenue - Funds that the government receives as income. It includes such items as tax payments, fees from specific services, receipts from other governments, fines for forfeitures, grants, shared revenues, and interest income.

Salary Savings – The reduced expenditures for salaries that result when a position remains unfilled for part of a year or when a more senior employee is replaced by a newer employee at a lower salary.

Revenue Bond – Bonds secured only by revenue from particular projects built or maintained by local government. An example would be the Water and Sewer system.

SFLUE - Single Family Living Unit Equivalent, the unit established as the lowest common denominator to which all properties can be referenced. It serves as the basis for charging the stormwater utility fee.

Special Assessments - A compulsory levy made against certain properties to defray part or all of the cost of a specific improvement or service deemed to primarily benefit those properties.

Special Revenue Funds - Funds, exclusive of the General Fund and capital funds, which are separately administered because they are associated with a distinct function or enterprise.

Strategic Goals /Objectives - Elements or sub-elements of a strategic plan. The City's planned response to address service delivery needs and priorities.

TAAF - Texas Amateur Athletic Federation

Budget Glossary

Tax Levy - The total revenues to be raised by ad valorem taxes for expenditures as authorized by the City Council.

Tax Rate - The amount of tax levied for each \$1 00 of valuation.

Tax Roll - Official list showing the amount of taxes levied against each taxpayer or property.

Taxes - Compulsory charges levied by a government for the purpose of financing services performed for the common benefit of the people.

TIF - Tax Increment Financing, the act of capturing the amount of property taxes levied by a taxing unit for the year on the appraised value of real property located within a defined investment zone. The tax increments are paid into the TIF fund and used to pay project costs within the zone, including debt service obligations.

TMRS - Texas Municipal Retirement System, a pension plan for employees of member cities within the state of Texas.

TPWD – Texas Parks and Wildlife Department

TRA – Trinity River Authority. A political subdivision of the state of Texas responsible for administration of a master plan for basin-wide development, serving as local sponsor for federal water projects and providing services to cities within its service area. TRA serves the southern portion of Grapevine.

T.R.A.P.S. - Texas Recreation & Parks Society

TRE – Trinity Railway Express. A cooperative service provided by the Fort Worth Transportation Authority (the T) and Dallas Area Rapid Transit (DART) to provide commuter rail service between Fort Worth & Dallas.

Transfer-In – Funds expended in one fund and received in another.

Turbidity – A measure of the cloudiness of water. Turbidity is a good indicator of the effectiveness of the filtration system.

TxDOT – Texas Department of Transportation

Unencumbered Balance - The amount of an appropriation that is neither expended nor encumbered; the amount of money still available for further purchases.

Working Capital – Budgeted working capital is calculated as a fund's current assets less current liabilities and outstanding encumbrances. The terminology is used to indicate unencumbered fund balances in enterprise funds such as the Utility and Lake Enterprise funds.

RESOLUTION NO. 2012-66

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GRAPEVINE, TEXAS, APPROVING THE TAX ROLLS FOR 2012 ON PROPERTY WITHIN THE CITY; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, on July 25, 2012, the Chief Appraisers of the Tarrant, Dallas and Denton Appraisal Districts approved and certified to the Grapevine City Council the Tax Rolls for 2012 with a total appraised value \$9,380,817,927.00 and having a net taxable value of \$6,082,785,223.00.

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 2012 for the City of Grapevine, Texas be and hereby approved in the amount of \$9,380,817,927.00 for total appraised value.

Section 3. That the certified net taxable value (total appraised value less exemptions) of \$6,082,785,223.00 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 \$70,791,926.00 has been assigned to this property and \$108,549,213.00 in properties not on the rolls, for a total of \$6,262,126,362.00 used for budget purposes.

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

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF GRAPEVINE, TEXAS on this the 7th day of August, 2012.

APPROVED:



William D. Tate
Mayor

ATTEST:



Jodi C. Brown
City Secretary

APPROVED AS TO FORM:



John F. Boyle, Jr.
City Attorney

RES. NO. 2012-66

ORDINANCE NO. 2012-42

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, 2012 AND ENDING SEPTEMBER 30, 2013; 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 2012-2013 (FY 2013) 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.

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

Section 1. That the appropriation amounts for the FY2012-2013 budget for the different funds of the City of Grapevine are hereby fixed as follows:

General Fund	\$56,639,937
Municipal Court Technology Fund	39,910
Convention & Visitors Bureau Fund	20,620,973
Stormwater Drainage Fund	2,863,088
Crime Control & Prevention District Fund	13,223,004
Lake Parks Special Revenue Fund	1,753,462
4B Economic Development Fund	8,327,728
Debt Service Fund	10,733,150
Utility Enterprise Fund	22,622,991
Lake Enterprise (Golf) Fund	3,446,099
General Permanent Capital Maintenance Fund	1,251,000
Permanent Street Maintenance Fund	1,558,000
Community Quality of Life Capital Project Fund	5,756,750
Convention & Visitors Bureau Capital Projects Fund	660,000
Capital Equipment Acquisitions	5,191,190

Section 2. That the City Council hereby adopts the revised budget for the fiscal year ending September 30, 2012 and the proposed Annual Operating Budget for the fiscal year ending September 30, 2013 and appropriates the funds contained therein.

Section 3. That a copy of the official adopted FY2012-2013 budget document shall be kept on file in the office of the City Secretary and the City of Grapevine website.

Section 4. 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 5. That the City Manager is authorized to approve expenditures up to \$15,000. Any expenditure over the \$15,000 limit requires the approval of the City Council. Each expenditure authorized by the City Manager in Account 100-44701-120-1 in FY2012 and FY2013 is approved.

Section 6. That the City Manager is authorized to reclassify personnel positions within city service as warranted.

Section 7. That the City Manager, and/or Assistant City Manager and/or Director of Administrative Services 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 8. That the reserve requirement for the Lake Enterprise Fund is suspended for FY2012 and FY2013.

Section 9. That the fact that the fiscal year begins on October 1, 2012 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.

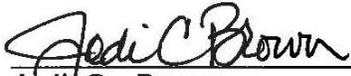
PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF GRAPEVINE, TEXAS on this the 11th day of September, 2012.

APPROVED:



William D. Tate
Mayor

ATTEST:



Jodi C. Brown
City Secretary

APPROVED AS TO FORM:



Matthew Boyle
City Attorney

ORD. NO. 2012-42

ORDINANCE NO. 2012-43

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GRAPEVINE, TEXAS, SETTING THE ANNUAL TAX RATE FOR TAX YEAR 2012 LEVYING TAXES FOR THE TAX YEAR 2012 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 2012-2013 (FY 2013), in compliance with appropriate state laws and the Charter of the City of Grapevine; and,

WHEREAS, public hearings were held on the FY 2013 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 \$0.345695 per \$100 valuation has been considered for tax year 2012.

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

Section 1. That a tax rate is hereby levied upon all taxable property in the City of Grapevine, Texas for tax year 2012 at a rate of thirty-four and fifty-six ninety-five thousandths cents (\$0.345695) per one hundred dollars (\$100.00) valuation.

Section 2. That there shall be and there is hereby levied the following taxes on each one hundred dollars (\$100.00) valuation on all taxable property within the City of Grapevine, Texas, to be assessed and collected by the Tax Assessor/Collector and collected for tax year 2012, 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 \$0.135674 per \$100 is levied.
- B. For Debt Service, a tax rate of \$0.210021 per \$100 is levied.

Section 3. That taxes levied by this ordinance shall be due and payable on the first day of October, 2012 and shall become delinquent on the first day of February, 2013, if unpaid. Upon taxes becoming delinquent, interest and penalty will be added as required in Section 33.01 of the Texas Property Tax Code, and shall commence on the first day of February, 2013. The City of Grapevine is hereby authorized to adopt any and all legal remedies provided by the Texas Property Tax Code for the purpose of collecting delinquent

taxes.

Section 4. That the fact that the fiscal year begins on October 1, 2012 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 11th day of September, 2012.

APPROVED:



William D. Tate
Mayor

ATTEST:



Jodi C. Brown
City Secretary

APPROVED AS TO FORM:



Matthew Boyle
City Attorney

ORD. NO. 2012-43

CITY OF GRAPEVINE
CRIME CONTROL AND PREVENTION DISTRICT

RESOLUTION NO. CCPD 2012-01

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, 2012 AND ENDING SEPTEMBER 30, 2013; 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 2013 budget for the CGCCPD.

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 2013 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 11th day of September,
2012.

APPROVED:



William D. Tate, Presiding Officer
Crime Control and Prevention District
Board

ATTEST:



Jodi C. Brown
City Secretary

APPROVED AS TO FORM:



Matthew Boyle
City Attorney

RES. NO. CCPD 2012-01

GRAPEVINE 4B ECONOMIC DEVELOPMENT CORPORATION

RESOLUTION NO. 4B 2012-01

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, 2012 AND ENDING SEPTEMBER 30, 2013; 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.

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, 2013.

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 Director of Administrative Services 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 2013.

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 11th day of September, 2012.

APPROVED:



William D. Tate
President

ATTEST:



Jodi C. Brown
City Secretary

APPROVED AS TO FORM:



Matthew Boyle
City Attorney

RES. NO. 4B 2012-01