

CITY OF SNYDER

FISCAL YEAR 2016-2017

ANNUAL BUDGET COVER PAGE

This budget will raise more revenue from property taxes than last year's budget by an amount of \$47,009, which is a 2.31% increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$38,955.

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

FOR: Councilmembers Rodney Dupree, Vernon Clay, Steve Rich, Steve Highfield, Tom Strayhorn, and Luann Burluson.

AGAINST: None.

PRESENT and not voting: None.

ABSENT: None.

Property Tax Rate Comparison

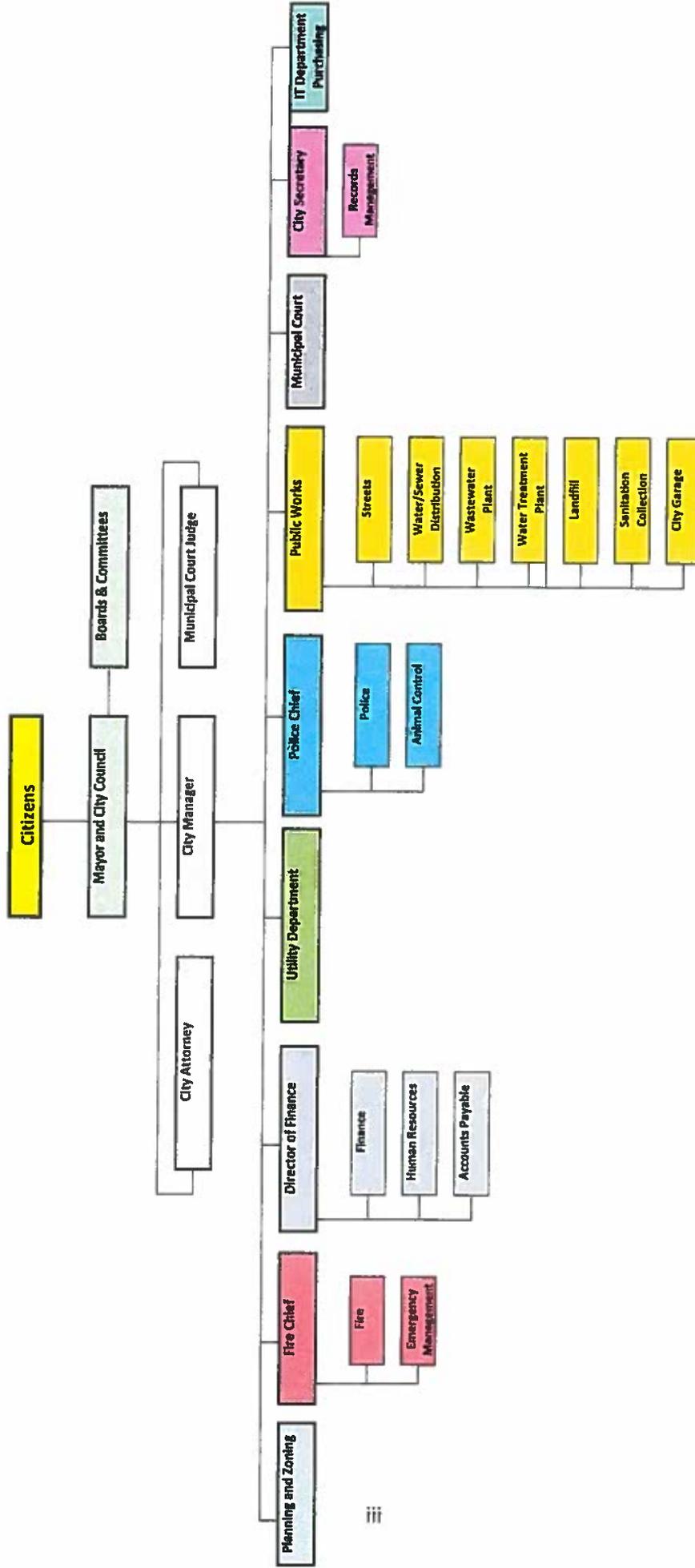
	2016-2017	2015-2016
Property Tax Rate	\$0.4410/100	\$0.4387/100
Effective Tax Rate	\$0.4410/100	\$0.4131/100
Effective Maintenance & Operations Tax Rate	\$0.00	\$0.00
Rollback Tax Rate	\$0.5026/100	\$0.4614/100
Debt Rate	\$0.00	\$0.00

Total debt obligation for the City of Snyder secured by property taxes is \$0.00.

City of Snyder

Organization Chart

Fiscal Year 2017



CITY OF SNYDER, TEXAS
ANNUAL BUDGET 2016-2017
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THE CITY OF SNYDER, TEXAS

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www.ci.snyder.tx.us

September 30, 2016

Honorable Mayor and City Council
City of Snyder
Snyder, Texas 79549

Honorable Mayor, Members of City Council and Citizens of Snyder,

The adopted fiscal year 2017 budget is a balance between the City's strategic objectives and available resources. It reflects the diligent efforts of City staff to produce an operating budget plan that is driven by the policies, goals and objectives of City Council. The budget is streamlined to control costs, while maximizing customer-service and service delivery. It is also flexible and adaptable, while maintaining a focus on our core services and fiscal readiness.

We have, after evaluating and prioritizing, compiled an Annual Operating Budget for FY 2016-17 which totals \$19,023,775 a decrease of \$462,460 or 2.37% over appropriations for FY 2015-16. We seek to maintain the City's present level of municipal services, contribute to Water Fund reserve, and prepare for pending capital expenditures by combining the ad valorem tax rate of .4410 with a \$2.50 increase in the water and sewer minimum charge of \$31.16 to \$33.66. The budget is presented by fund and department within each fund starting with the Governmental Funds, then the Proprietary Funds, and the Fiduciary Fund, as illustrated below:

I. Governmental Fund Types:

1. General Fund

General Government

Department 1 - Administration
Department 2 - Finance/Accounting
Department 3 - Planning & Zoning
Department 4 - Municipal Court
Department 5 - Community Service
Department 6 - City Secretary/Records Management
Department 7 - Data Processing

Public Safety

Department 16 - Police
Department 17 - Animal Control
Department 18 - Fire

Public Works

Department 25 - Streets

2. Special Revenue Funds

Motel
Tax Increment Finance (TIF)

II. Proprietary Fund Types:

1. Enterprise Fund

Sanitation

Department 30 - Sanitation Collection
Department 31 - Sanitation Landfill

Water & Sewer

Department 35 - Sanitary Sewer

- Department 36 - Sewage Treatment
- Department 74 - Water Production
- Department 75 - Water Distribution
- Department 76 - Utility
- 2. Internal Service Funds
 - Department 80 - Central Garage
- III. Fiduciary Fund Types:
 - D.C.O.S. (not available for current year)

Each fund summary is presented in a past, current and budget year financial position. Each fund is profiled, in detail, by revenue and expenditure. This operating budget has been prepared in accordance with generally accepted accounting principles and practices.

BUDGET DEVELOPMENT

In preparation of this year's operating budget, the Finance Department provided each department with budget packets. The budget packets included a budget calendar, general instructions, personnel evaluations, prior year's actual expenditures, and five-year capital improvement programs.

General instructions provided to department heads were:

Complete line items as necessary for 2016-2017 budget.

Submit and review dates according to Budget Calendar provided.

Departments were requested to maintain status quo on operational expenses as in the previous FY 15-16.

Departments with capital improvement projects were asked to prioritize those projects and give justification on all requests.

The City has maintained a pay-as-you-go approach to major capital improvements, as opposed to bonded indebtedness. In 2010 the City issued Certificates of Obligation in the amount of \$3,495,000 for an energy analysis and service agreement. The bulk of this amount is for an automatic meter reading system for the City. The Certificates of Obligation will mature in 2025. An equipment lease/purchase agreement for the amount of \$2,985,314 to finance the automation equipment at the Water Plant and Waste Water Plant, along with the pump and lift stations will mature in 2028. In 2013, the City issued Certificate of Obligation in the amount of \$9,000,000 for the replacement of water lines, improvements to sewer lines, and overhead storage tanks for future development. The Certificate of Obligation will mature in 2023.

Normal scale for new employees should be budgeted.

Staff members have reviewed and revised, as necessary, the operational levels of the various departments. The City's five-year Capital Improvement Plan has been updated and utility fees (Water, Sewer & Sanitation) have been reviewed for enterprise deposition. A representative of the City, County and College has reviewed budget requests from the Senior Citizen's Center, an external non-profit agency.

PERSONNEL

The Council allotted 2.00% C.O.L.A. increase to the pay plan in the 16-17 budget.

REVENUE AND EXPENDITURES

The City's General Fund reflects the stabilization and expansion of the local economy. We have estimated Sales Tax revenue to decrease by 14.32% from budgeted FY 15-16. The tax rate for FY 2016 was .4387.

Property valuations have increased by 1.17% (\$5,582,242) causing the effective tax rate for FY 16-17 to be .4410. The City has elected to adopt the proposed tax rate of .4410.

General Fund expenditures are up \$70,185 (.92%) over FY 2015-16 budget, with personnel and maintenance accounting for most of the increase.

Water sales revenue is projected to increase by 1.97% with a \$2.50 increase in the meter minimum charge of \$31.16 to \$33.66. Sanitation collection charges remain the same with no increase in rates. The maintenance of revenues is necessary to cover operating costs of the water treatment plant, wastewater treatment plant and the Subtitle D Landfill. Our Capital Improvements budget increased from \$3,190,000 to \$3,715,700 or (16.48%) more than last year. Primary projects include pro-patch machine (\$150,000), waterlines (\$500,000), compactor (\$775,000), a waste water treatment plant clarifier (\$225,000), building a new office/training facility at city garage (\$500,000), and water treatment plant improvements (\$200,000).

BUDGET AND FISCAL POLICIES

Budget policies, as provided in the Charter of the City of Snyder and applicable to State Statutes were followed:

1. The City Manager, at least sixty (60) days prior to the beginning of each budget year (October 1), shall submit to the City Council a proposed budget and explanatory budget message.
2. The City Council provides at least one public hearing for the general public in which all public comments are heard.
3. The operating budget is legally enacted by the City Council through the passage of an ordinance not later than September 1st of each respective year.
4. Upon written recommendation of the City Manager, the Council may at any time transfer any unencumbered appropriation balance or any portion thereof within a department to another department.
5. Budgeting control is maintained at the departmental level with the assistance of monthly expense reports. The reports list the budgetary items by line, fund, department, etc. The accounting department maintains an encumbrance system incorporated with its purchase order procedure and this allows us to monitor strict cash flow.

FINANCIAL POLICY

The City of Snyder's informal long range financial policy to improve the City's financial position is as follows:

1. Continually update the City's 5-year Capital Improvements Plan and adjust when needed.
2. Seek the Award of Distinguished Budget Presentation in compliance with financial standards established by the Government Finance Officers Association.
3. Seek the Award of Certificate of Achievement for Excellence in Financial Reporting Program.
4. Continually provide working capital levels in all funds sufficient to meet current operating needs.
5. Maintain equipment and vehicle replacement programs.
6. Maintain an unreserved fund balance equal to 3 months operational expenses.

7. Continue to improve the financial position of the City in order to obtain the best possible bond rating for the City.
8. Continue to finance capital improvement projects in a yearly cash flow pay-as-you-go basis.
9. Compile a comprehensive financial report that seeks to comply with the Certificate of Conformance standards as established by the Government Finance Officers Association.
10. Continue to seek government grants to offset capital budget expenditures.
11. Try to maintain a 20 year average for Capital purchases.
12. Launch the new safety program with regular monthly training through departmental meetings, along with video, to reduce the cost of worker's compensation expense.
13. The City of Snyder is presently meeting its long range policies regarding financial management.

GOALS AND OBJECTIVES

In summarizing this year's service levels to the community the following should be noted by the City Council:

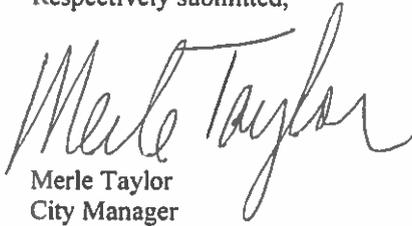
1. Continue to support extension of FM 161 as a truck route around the central business district.
2. Continue regularly scheduled meetings with the heads of the Chamber of Commerce, School Boards, College Board, County Commissioner's Court, Hospital Board, and Appraisal District.
3. Continue the development of a long range capital improvements program and completion of the Comprehensive Plan.
4. Continue seal coating of 200,000 square yards of city streets per year.
5. Continue financial support of the Senior Citizens Center with funding of approximately \$42,215.
6. Continue to support the Development Corporation of Snyder and Chamber of Commerce in marketing Snyder development.
7. Continue consolidation of municipal and county services to eliminate duplication of costs. (i.e. PD/Sheriff's office communication consolidation of 911).
8. Upgrade infrastructure for additional economic development.
9. Continue updates on mapping all water, sewer mains, valves, and streets for computer assisted graphics adaptation. (GIS)
10. Continue safety training and CPR certification for all employees.
11. Continue support of Federal designation for a four-lane divided highway between I-27 and I-20.
12. Continue utilization of Price Daniel inmates.
13. Continue financial support the STAR program with funding of \$50,000.
14. Continue School Resource Officer Program with funding of approximately \$76,800.
15. Continue providing Civic Ready service for citizens.

16. Apply for Community Improvement Grants.
17. Completion of Phase I on Water Treatment Plant and complete Phase II.
18. Lake J.B. Thomas nearing 70% capacity into CRMWD system.
19. Continue to offer incentives through sales tax and property tax abatements to property owners in Snyder.

OBSERVATION

The overall financial position of the City of Snyder remains healthy. We have an eye to the future and are proactively preparing for known capital expenditures. We continue to support the pay-as-you-go philosophy for major capital projects and equipment replacement. We have sought to maintain a timely program of capital equipment rotation. The City has taken measured steps to ensure adequate reserve levels in all funds. My sincere appreciation to the Department Heads and their employees in assembling the information and data required for this year's 2016-2017 City Budget.

Respectively submitted,



Merle Taylor
City Manager

ORDINANCE NO. 2038

AN ORDINANCE MAKING APPROPRIATION FOR THE SUPPORT TO THE CITY GOVERNMENT FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2016 AND ENDING SEPTEMBER 30, 2017.

WHEREAS, The City Manager has prepared and submitted to the City Council a budget estimate of expenditures and revenues of all city departments for the fiscal year beginning October 1, 2016 and ending September 30, 2017, which has been approved.

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

SECTION 1: THAT the sum of \$7,678,410 is hereby appropriated out of the General Fund for the payment of expenses of the city government hereinafter itemized, to wit:

<u>FUND</u>	<u>APPROPRIATION</u>
General Fund	\$ 7,678,410

SECTION 2: THAT the sum of \$440,800 is hereby appropriated out of the Special Revenue Fund as hereinafter itemized, to wit:

<u>FUND</u>	<u>APPROPRIATION</u>
Motel Tax Fund	\$ 375,000
TIF	65,800
	<u>\$ 440,800</u>

SECTION 3: THAT the sum of \$10,531,465 is hereby appropriated out of the Enterprise Fund as hereinafter itemized, to wit:

<u>FUND</u>	<u>APPROPRIATION</u>
Water and Sewer Sanitation	\$ 7,247,350
	3,284,115
Total Enterprise Fund	<u>\$ 10,531,465</u>

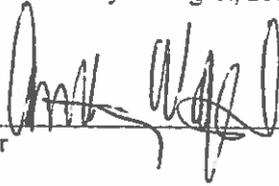
SECTION 4: THAT the sum of \$373,100 is hereby appropriated out of the Internal Service Fund as hereinafter itemized, to wit:

<u>FUND</u>	<u>APPROPRIATION</u>
Self Insurance Fund	\$ -0-
Central Garage Fund	373,100
Total Internal Service Fund	<u>\$ 373,100</u>

TOTAL BUDGET (Memo Only)

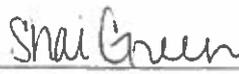
S 19,023,775

PASSED AND APPROVED by the City Council on first reading this 8th day of August, 2016.



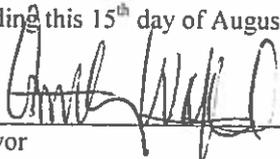
Mayor

ATTEST:



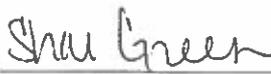
City Secretary

PASSED AND ADOPTED by the City Council on second reading this 15th day of August, 2016.



Mayor

ATTEST:



City Secretary

ORDINANCE NO. 2040

AN ORDINANCE SETTING THE TAX RATE AND LEVYING A TAX UPON ALL PROPERTY SUBJECT TO TAXATION WITHIN THE CITY OF SNYDER, TEXAS, FOR THE YEAR 2016, APPORTIONING SAID LEVY AMONG THE VARIOUS FUNDS AND ITEMS FOR WHICH REVENUE MUST BE RAISED; AND ASSESSING PENALTY AND INTEREST FOR THE NON-PAYMENT OF SUCH TAXES WITHIN THE TIME SET THEREFORE,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SNYDER, TEXAS:

SECTION 1. THAT there shall be levied and assessed upon property subject to taxation within the City of Snyder, Texas, for the year 2016 the sum of \$.4410 per One Hundred Dollars (\$100.00) valuation thereof, and the same shall be applied to the General Fund.

SECTION 2. THAT all ad valorem taxes shall be paid before the 1st day of February, 2017, and taxes not paid by that date shall be delinquent, and all persons or property owners failing to pay any taxes owing on or before its delinquent date shall be charged interest at the rate of one-half of one percent (1/2 of 1%) for each month or fraction thereof, and, in addition, shall be charged a penalty of one percent (1%) of the principal amount due for the first month or part of month, or such delinquency, and thereafter, in addition to interest a penalty of one percent (1%) of the principal amount due for each additional month or fraction thereof, provided that the aggregate penalties to be charged shall never exceed ten percent (10%) on the original principal amount and such penalties shall not bear interest.

This tax rate will raise more taxes for maintenance and operations than last year's tax rate. The tax rate will effectively be raised by 0 percent over the effective tax rate and will raise taxes for maintenance and operations on a \$100,000 home by approximately \$2.30

PASSED AND APPROVED on first reading by the City Council on first reading this 8th day of August, 2016.



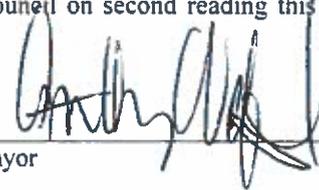
Mayor

ATTEST:



City Secretary

PASSED AND ADOPTED on second reading by the City Council on second reading this 15th day of August, 2016.



Mayor

ATTEST:



City Secretary

2016-2017 BUDGET SUMMARY

GOVERNMENTAL FUNDS

	GENERAL	SPECIAL REVENUE	2016-2017 TOTAL	PRIOR YEARS TOTAL		
				BUDGETED	ACTUAL	ACTUAL
				2015-2016	2014-2015	2013-2014
FUND BALANCE 10/01/15	8,389,325	3,048	8,392,373	8,392,373	8,259,417	6,808,271
Prior Year Adjustment					-	-
ESTIMATED RECEIPTS	7,678,410	440,800	8,029,680	8,231,710	8,061,684	8,117,207
PLUS:						
NON-CASH TRANSACTIONS	-	-	-	-	-	267,841
LESS:						
CASH TRANSACTIONS	-	-	-	-	-	-
RESERVED FUND BAL.	-	-	-	-	-	-
TOTAL FUNDS AVAILABLE	16,067,735	443,848	16,511,583	16,624,083	16,321,101	15,193,319
PROPOSED EXPENDITURES	7,678,410	440,800	8,119,210	8,231,710	(7,928,728)	(6,933,902)
PRIOR YEAR ADJUSTMENT						
UNDESIGNATED FUND	8,389,325	3,048	8,392,373	8,392,373	8,392,373	8,259,417
BALANCE 09/30						-
INCREASE/(DECREASE)	-	-	-	-	132,956	1,451,146

PROPRIETARY FUNDS

	ENTERPRISE	INTERNAL SERVICE	2016-2017 TOTAL	PRIOR YEARS TOTALS		
				BUDGETED	ACTUAL	ACTUAL
				2015-2016	2014-2015	2013-2014
CASH & CASH EQUIVALENTS	3,845,041	-	3,845,041	4,998,143	9,639,756	4,586,040
B-O-Y						-
Cash Flows from Operating Activities	1,757,860	-	1,757,860	1,985,015	2,010,696	3,333,799
Cash Flows from Interfund Loans	(132,490)	-	(132,490)	(132,490)	1,092,086	(217,984)
Cash flows from Capital Activities	(3,314,478)	(502,500)	(3,816,978)	(3,184,117)	(7,686,102)	3,677,099
Cash flows from Investing Activities	41,000	-	29,400	46,000	(58,293)	54,562
Net Increase or (Decrease) in Cash	(1,648,108)	(502,500)	(2,150,608)	(1,153,102)	(4,641,613)	6,847,476
CASH & CASH EQUIVALENTS	2,196,933	(502,500)	1,694,433	3,845,041	4,998,143	11,433,516
E-O-Y						

**CITY OF SNYDER, TEXAS
COMBINED STATEMENT OF REVENUES, EXPENSES AND CHANGES IN
FUND BALANCE/WORKING CAPITAL - ALL GOVERNMENTAL FUNDS TYPES**

2016-2017 BUDGET

	Governmental Fund Types		Totals
	General	Special Revenue	Proposed 2016-2017 Budget
Revenues:			
Taxes	5,558,755	440,800	5,999,555
Licenses and Permits	49,540	-	49,540
Intergovernmental	128,410	-	128,410
Charges for Services	1,231,725	-	1,231,725
Fines and Forfeitures	147,000	-	147,000
Interest	45,000	-	45,000
Contributions & donations	-	-	-
Miscellaneous	62,550	-	62,550
Total Revenues	7,222,980	440,800	7,663,780
Expenditures:			
General Government	1,936,205	-	1,936,205
Public Safety	4,009,420	-	4,009,420
Public Works	1,732,785	-	1,732,785
Culture and Recreation	-	375,000	375,000
Tax Increment Financing	-	65,800	65,800
Total Expenditures	7,678,410	440,800	8,119,210
Excess (Deficiency) of Revenues over Expenditures	(455,430)	-	(455,430)
Other Financing Sources (Uses):			
Sale of Fixed Assets	-	-	-
Proceeds from Notes Payable	-	-	-
Proceeds from Cert. of Oblig.	-	-	-
Transfers from Reserve	455,430	-	455,430
Excess (Deficiency) of Rev. & Other Sources over Expenditures	-	-	-
Fund Balance B-O-Y	8,389,325	3,048	8,392,373
Plus depreciation	-	-	-
Changes in inventory	-	-	-
Changes in accounting prin.	-	-	-
Fund Balance E-O-Y	8,389,325	3,048	8,392,373

**CITY OF SNYDER, TEXAS
COMBINED STATEMENT OF REVENUES, EXPENSES AND CHANGES IN
FUND BALANCE/WORKING CAPITAL - ALL GOVERNMENTAL FUNDS TYPES**

PRIOR YEAR TOTALS

	Budgeted 2015-2016	Actual 2014-2015	Actual 2013-2014	Actual 2012-2013
Revenues:				
Taxes	6,613,035	6,112,519	6,479,083	6,170,345
Licenses and Permits	63,715	144,454	56,419	146,025
Intergovernmental	122,505	142,942	125,681	105,534
Charges for Services	1,236,305	1,298,720	1,149,667	1,069,163
Fines and Forfeitures	130,000	143,898	108,421	108,867
Interest	34,000	49,732	24,012	24,452
Contributions & donations	-	23,000	23,000	223,000
Miscellaneous	32,150	137,011	150,924	63,079
Total Revenues	8,231,710	8,052,276	8,117,207	7,910,465
Expenditures:				
General Government	2,083,750	2,420,211	1,940,919	1,819,868
Public Safety	4,101,895	3,913,303	3,537,580	3,320,948
Public Works	1,422,580	1,156,789	1,022,435	1,206,314
Culture and Recreation	575,000	438,425	432,968	433,360
Tax Increment Financing	48,485	-	-	-
Total Expenditures	8,231,710	7,928,728	6,933,902	6,780,490
Excess (Deficiency) of Revenues over Expenditures	-	123,548	1,183,305	1,129,975
Other Financing Sources (Uses):				
Sale of Fixed Assets	-	-	-	5,000
Proceeds from Insurance	-	9,408	21,702	-
Transfer in	-	-	246,139	-
Proceeds from Cert. of Oblig.	-	-	-	-
Transfers Out	-	-	-	-
Excess (Deficiency) of Rev. & Other Sources over Expenditures	-	132,956	1,451,146	1,134,975
Fund Balance B-O-Y	8,392,373	8,259,417	6,808,271	5,747,729
Prior year adjustment	-	-	-	(74,433)
Plus depreciation	-	-	-	-
Changes in inventory	-	-	-	-
Changes in accounting prin.	-	-	-	-
Fund Balance E-O-Y	8,392,373	8,392,373	8,259,417	6,808,271

**CITY OF SNYDER, TX
COMBINED STATEMENT OF REVENUES, EXPENSES AND CHANGES
IN WORKING CAPITAL - ALL PROPRIETARY FUND TYPES**

2016-2017 BUDGET

	Proprietary Fund Types		Totals
	Enterprise	Internal Service	Proposed 2016-2017 Budget
Operating Revenues:			
Billings to Departments	-	366,100	366,100
Water Sales	4,665,330	-	4,665,330
Sewer Charges	1,660,000	-	1,660,000
Sanitation Charges	2,000,000	-	2,000,000
Landfill Gate Fees	993,000	-	993,000
Billings & Collections for Sanitation	397,910	-	397,910
Water & Sewer Taps	30,000	-	30,000
Plumbing Permits & Inspc.	14,000	-	14,000
Miscellaneous	110,050	7,000	117,050
Grant Proceeds	-	-	-
Total Oper. Revenues	9,870,290	373,100	10,243,390
Operating Expenses:			
Personnel Services	2,153,570	66,450	2,220,020
Supplies	665,245	224,600	889,845
Maintenance	664,550	4,495	669,045
Services	3,558,950	21,470	3,580,420
Sundry Charges	150,015	3,695	153,710
Depreciation	2,871,700	52,390	2,924,090
Premiums	-	-	-
Claims	-	-	-
Total Oper. Expenses	10,064,030	373,100	10,437,130
Operating Income or (Loss)	(193,740)	-	(193,740)
Non-Oper. Revenues/(Expenses):			
Interest Income	41,000	-	41,000
Gain (Loss) on Sale of Asset	200,000	-	200,000
Amortized Issuance Cost	-	-	-
Debt Service	(466,695)	-	(466,695)
Total Non-Oper.	(225,695)	-	(225,695)
Net Income (Loss)	(419,435)	-	(419,435)
Add Depre. trans. to contr. cap.	-	-	-
Working Capital B-O-Y	3,213,511	-	3,213,511
Adjustments	(596,258)	(502,500)	(1,098,758)
Working Capital E-O-Y	2,617,253	-	2,114,753

**CITY OF SNYDER, TEXAS
COMBINED STATEMENT OF REVENUES, EXPENSES AND CHANGES IN
WORKING CAPITAL - ALL PROPRIETARY FUND TYPES**

PRIOR YEAR'S TOTALS

	Proprietary Fund Types			
	Budgeted 2015-2016	Actual 2014-2015	Actual 2013-2014	Actual 2012-2013
Operating Revenues:				
Billings to Departments	446,980	359,920	391,585	402,045
Water Sales	4,575,000	4,529,699	4,574,205	4,076,343
Sewer Charges	1,570,000	1,531,824	1,567,673	1,501,536
Sanitation Charges	2,066,050	1,956,047	1,942,465	1,926,453
Landfill Gate Fees	905,000	820,655	904,779	750,199
Billings & Collections for Sanitation	395,240	363,221	360,753	327,408
Water & Sewer Taps	55,000	28,575	40,660	51,100
Plumbing Permits & Inspc.	14,000	14,981	14,686	14,019
Miscellaneous	44,900	135,688	40,153	37,500
Grant Proceeds	-	-	-	-
Total Oper. Revenues	10,072,170	9,740,610	9,836,959	9,086,603
Operating Expenses:				
Personnel Services	2,165,800	2,025,211	2,078,219	1,973,896
Supplies	997,655	932,431	947,142	1,030,064
Maintenance	1,087,465	822,376	961,586	881,368
Services	3,765,000	3,772,845	3,261,505	3,269,917
Sundry Charges	222,770	120,062	166,187	240,184
Depreciation	2,541,045	2,184,544	1,821,830	1,629,597
Non Capitalized Equipment	-	294	1,117.00	-
Premiums	-	-	-	-
Claims	-	-	-	275,436
Total Oper. Expenses	10,779,735	9,857,763	9,237,586	9,300,462
Operating Income or (Loss)	(707,565)	(117,153)	599,373	(213,859)
Non-Oper. Revenues/(Expenses):				
Interest Income	46,000	60,969	55,934	14,813
Gain (Loss) on Sale of Asset	180,000	185,000	249,106	4,300
Amortized Issuance Cost	-	-	(133,419)	(18,174)
Debt Service	(485,490)	(500,505)	(435,359)	(215,160)
Total Non-Oper.	(259,490)	(254,536)	(263,738)	(214,221)
Capital Grant Contributions	-	23,740	-	-
Net Income (Loss)	(967,055)	(347,949)	335,635	(428,080)
Total Net Position - beginning	13,271,753	14,480,346	14,411,821	14,885,787
Prior Period Adjustment	(1,413,588)	(860,644)	(91,316)	(45,886)
Total Net Position - ending	11,858,165	13,271,753	14,656,140	14,411,821



GENERAL FUND
NARRATIVE
FISCAL YEAR 2016-2017 BUDGET

Sales tax revenues are projected to decrease by 14.32% for FY 2016-17 and current Ad Valorem tax collections are anticipated to be \$47,100 more than last year due to a higher property rate of .4410 per \$100. Franchise taxes will decrease by \$42,000 or 5.14%. The increase in budgeted revenue for the FY 2015-16 is due primarily to a transfer from reserves to cover the deficit of \$455,430. 14.32% decrease in sales tax. Administrative fees will decrease 1.54%.

The City had an increase in property valuation creating an effective rate of .4410. The ad valorem rate of .4410 was adopted to fund the expenditures budgeted for 2016-17.

Anticipated revenues for the General Fund total \$7,678,410 an increase of \$70,185 or .92% over the preceding year's budget (see graph on page 8). The amount of revenues from various sources and the change from last year are shown in the following tabulation:

<u>Revenue Source</u>	<u>Amount</u>	<u>Percent of Total</u>	<u>Increase (Decrease) from FY 2016</u>
Taxes	\$5,558,755	72.39%	\$ (430,795)
Licenses & Permits	49,540	0.65	(14,175)
Intergovernmental	128,410	1.67	5,905
Charges for Services	1,231,725	16.04	(4,580)
Fines & Forfeitures	147,000	1.91	17,000
Interest	45,000	0.60	11,000
Miscellaneous	62,550	0.81	30,400
Transfer from Reserve	455,430	5.93	455,430
<u>Total</u>	<u>\$7,678,410</u>	<u>100.00%</u>	<u>\$ 70,185</u>

Ad valorem taxes, both current and delinquent, are expected to produce 28.29% of the General Fund revenues for FY 2017 as compared to 27.93% of the budgeted revenues for FY 2016, (refer to graph page 8). Sales tax revenues which amounted to 39.98% of the total for FY 2016 have decreased to 28.29% for FY 2017.

The City's property tax is levied each October 1, on 100 percent of assessed value listed for all real and personal property (business property) located in the City. Assessed values are established by the Scurry County Appraisal District and certified by the Board of Review. Total appraised value for the City of Snyder for FY 2016 is \$472,053,062 an increase of \$8,260,970 (1.78%) from FY 2016.

The City is permitted by Article II, Section 5 of the State of Texas Constitution to levy taxes up to \$2.50 per \$100 of assessed valuation for general governmental services including the payment of principal and interest on general obligation long-term debt. Taxes are due by January 31, following the October 1 tax levy date.

Beginning in 1982, the Appraisal District is required under the Property Tax Code to assess all property within the Appraisal District on the basis of 100 percent of its appraised market value and is prohibited from applying any assessment ratios. The value of property within the Appraisal District must be reviewed every four years; however, the City may at its own expense, require annual reviews of appraised values. The City may challenge appraised values established by the Appraisal District through various appeals and if necessary, legal action. Under this legislation, the City continues to set tax rates on City property. However, if the tax rate, excluding tax rates on bonds and other contractual obligations, adjusted for new improvements, exceeds the rollback rate, qualified voters of the City may petition for an election to determine whether to limit the tax rate to the rollback rate. The rollback tax rate calculated by the County Tax Assessor/Collector for FY 2016 is \$.5026 per \$100 of assessed valuation.

Expenditures for the General Fund total \$7,678,410 for FY 2017, an increase of .92 percent over FY 2016, (see graph page 10). Changes in levels of expenditures for major functions of the City over the preceding year are shown in the following tabulation:

<u>Function</u>	<u>Current</u>	<u>Percent of Total</u>	<u>Increase (Decrease) From FY 2016</u>
General Government	\$ 1,936,205	25.22%	\$(147,545)
Public Safety	4,009,420	52.21	(92,475)
Public Works	1,732,785	22.57	310,205
<u>Total</u>	<u>\$7,678,410</u>	<u>100.00%</u>	<u>\$ 70,185</u>

The major functions and their percentage of the total General Fund expenditures are shown in the pie-chart, page 20.

General Government budgeted expenditures have decreased by 7.08% over last year. Personnel decreased .31%. A decrease is budgeted in supplies of 4.09% and capital outlay decreased by 89.73%. Services decreased by 6.52%, sundry charges decreased by 21.49%, and maintenance increased by 5.14%

Public Safety budgeted expenditures decreased by 2.25%. Personnel increased by 1.80% due to a 2.00% cost of living adjustment, Supplies decreased by 1.45%, maintenance by 5.71%, sundry charges by 20.07% and capital outlay decreased by 30.27%. Services decreased by 7.46%

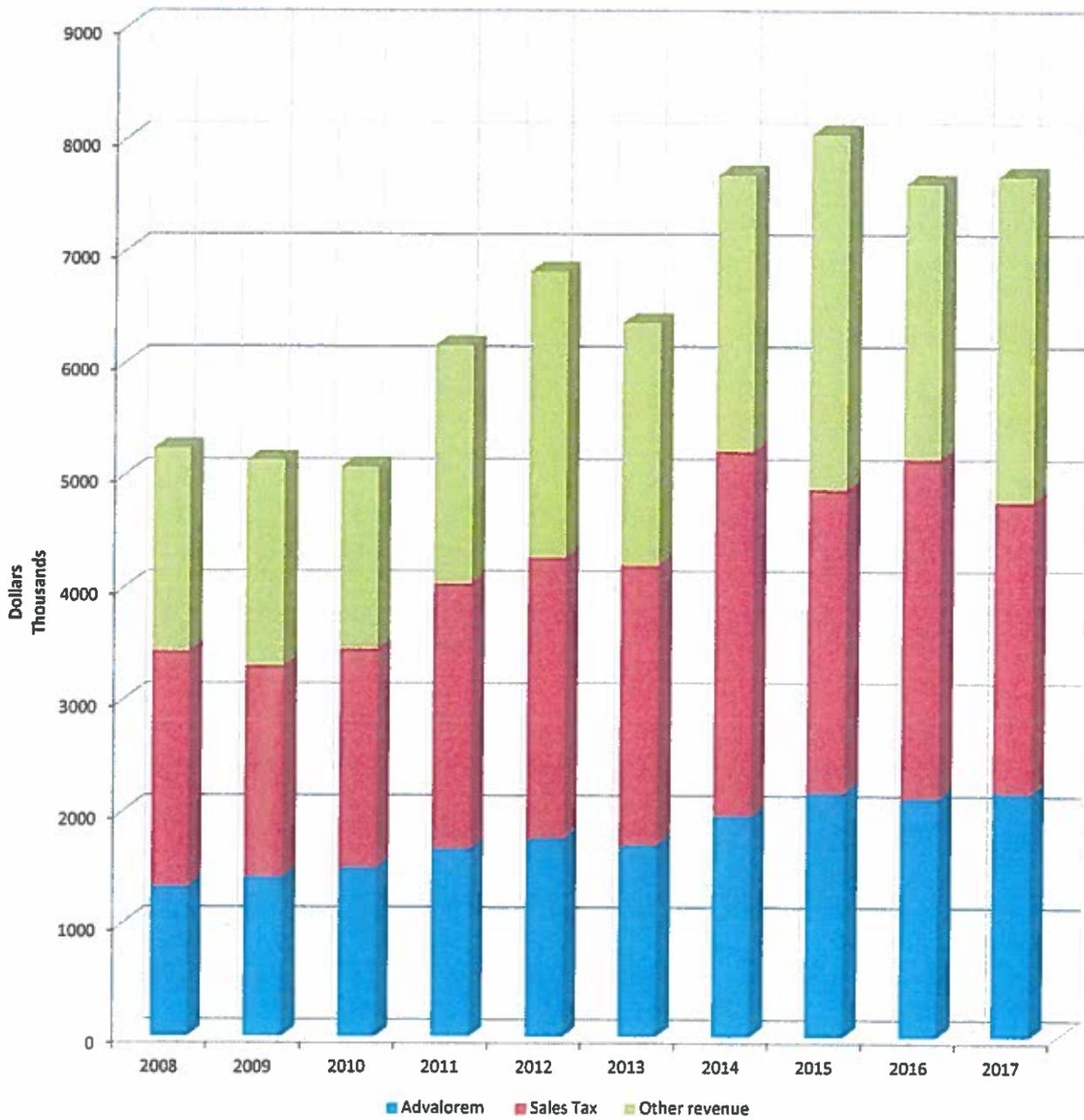
Public Works (Street Department) budgeted expenditures increased by .92%. Personnel increased by 12.02% due to restructuring personnel and a 2.00% cost of living adjustment. Supplies decreased by 18.95%, maintenance increased by 34.24%, services decreased by 7.60%. Sundry charges also increased by 23.18%, and capital outlay increased by 54.48%.

The budgeted Undesignated Fund Balance at the end of FY 2017 is expected to reflect no change from the FY 2016 balance. The relationship between annual actual expenditures and undesignated fund balance for the ten-year period FY 2008 - FY 2017 can be viewed on the graph on page 12. It is apparent from the graph that the relationship between expenditures and designated fund balances has held relatively stable in the past three years.

The Capital Improvement Plan (CIP), pages 154-165, sets out the schedule of capital expenses for the five-year period which includes FY 2016. Capital expenditures for 2017 are \$735,150 as compared to \$739,500 for the previous fiscal year. The expenditures for capital improvements are found in all departmental budgets.

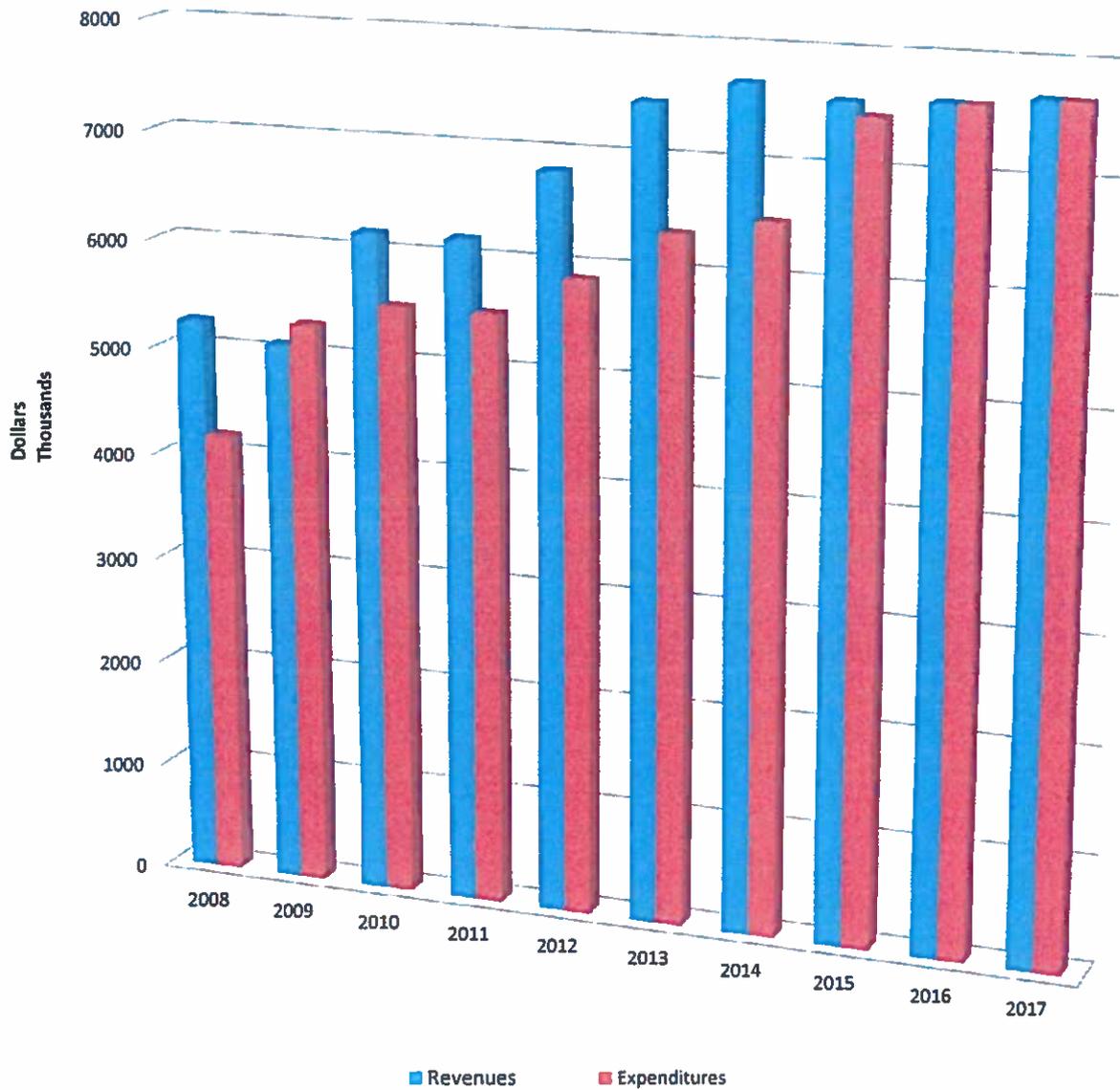
The City Council established a Tax Increment Financing Zone in November, 2013 – promoting the development of a certain contiguous area within its jurisdiction and ETJ by the creation of a reinvestment zone.

**General Fund
Ad Valorem, Sales Tax, Other Revenue
Fiscal Year 2016-2017**



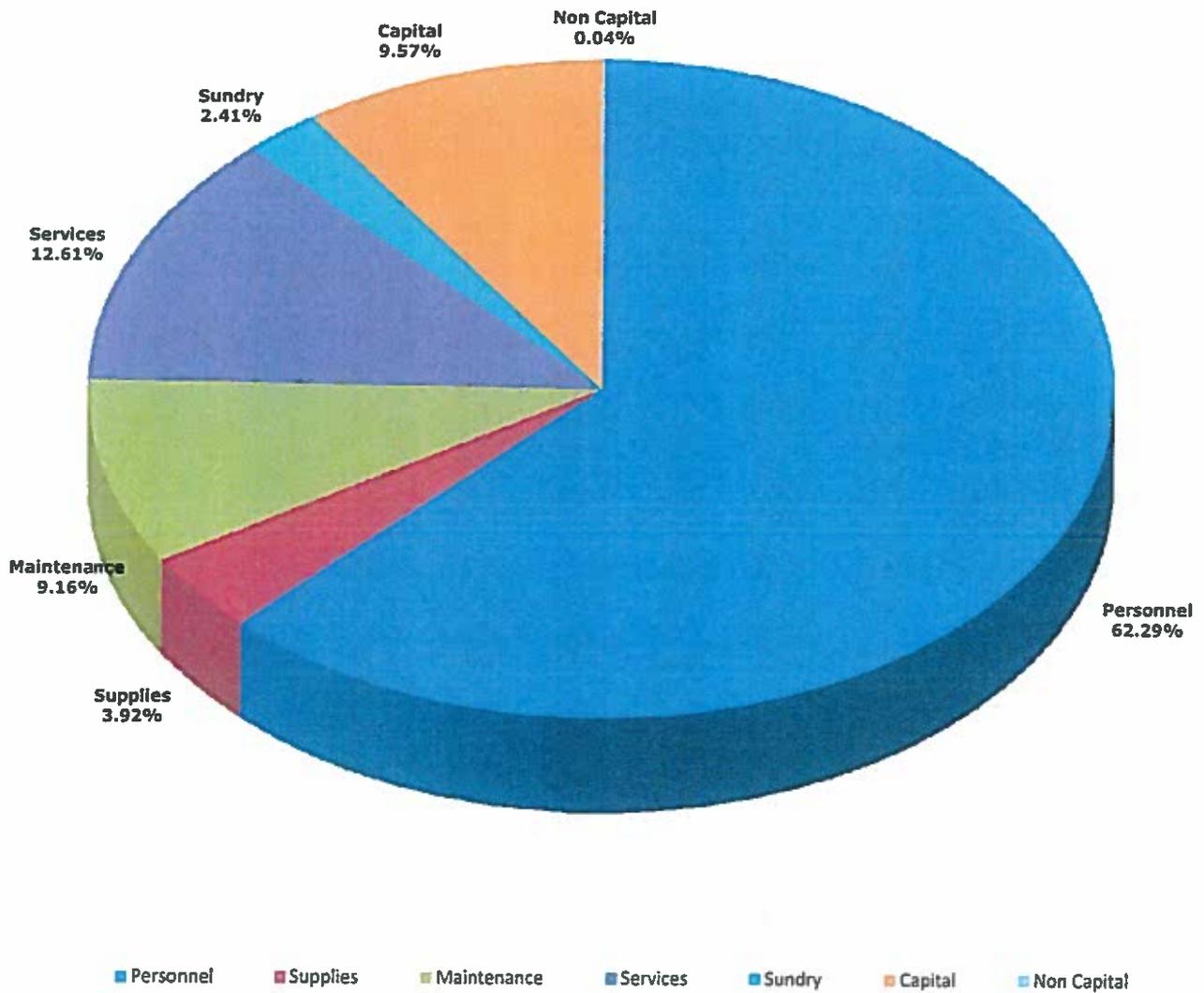
Description: This graph shows the relationship between Ad Valorem and Sales Tax to Total Revenue in the General Fund for the period Fiscal Year 2008 to Fiscal Year 2017

**General Fund
Revenues & Expenditures
Fiscal Year 2016-2017**



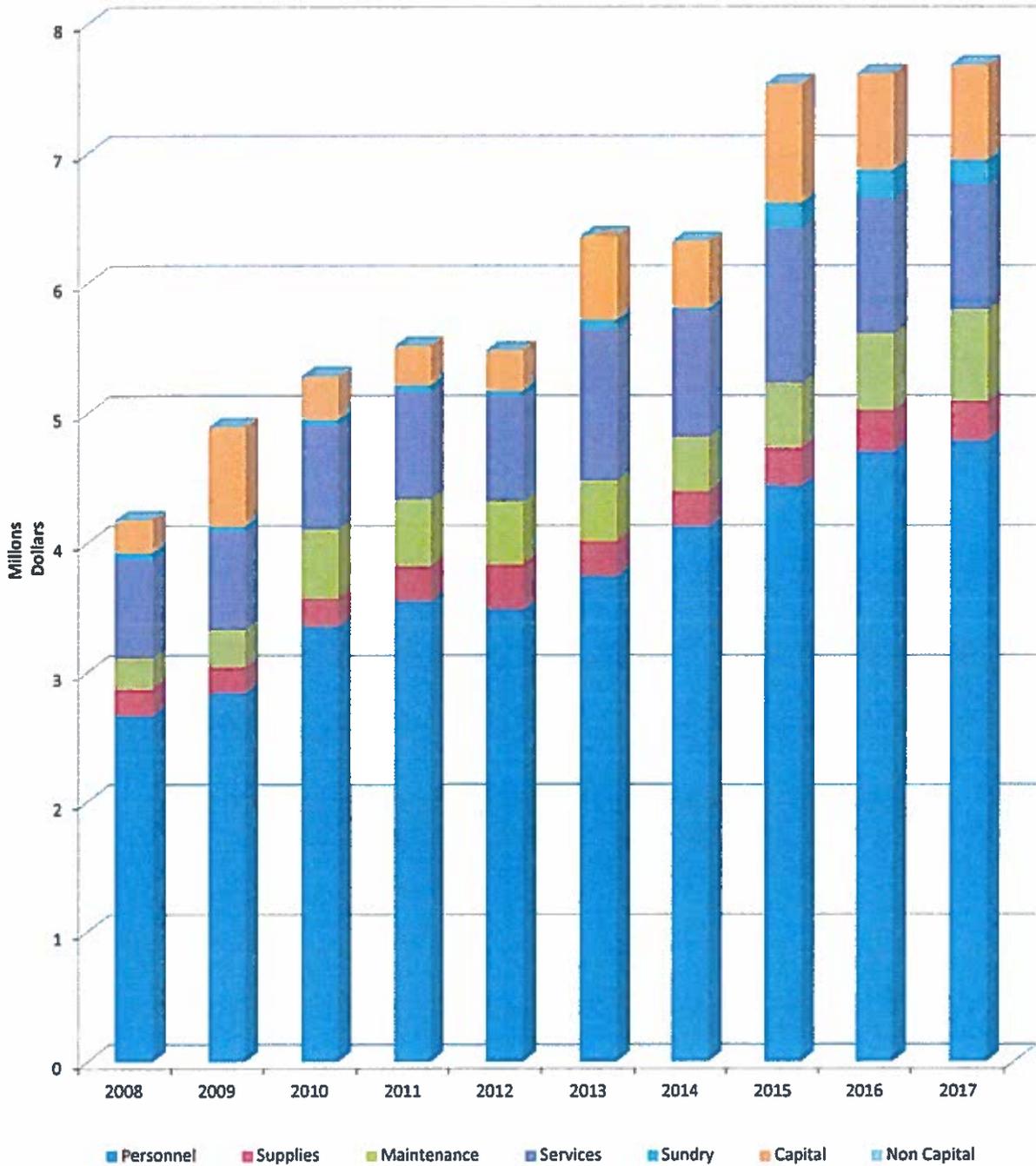
Description: This graph shows the General Fund Revenues and Expenditures for Fiscal Year 2008 to Fiscal Year 2017.

General Fund Expenditures Fiscal Year 2016 - 2017



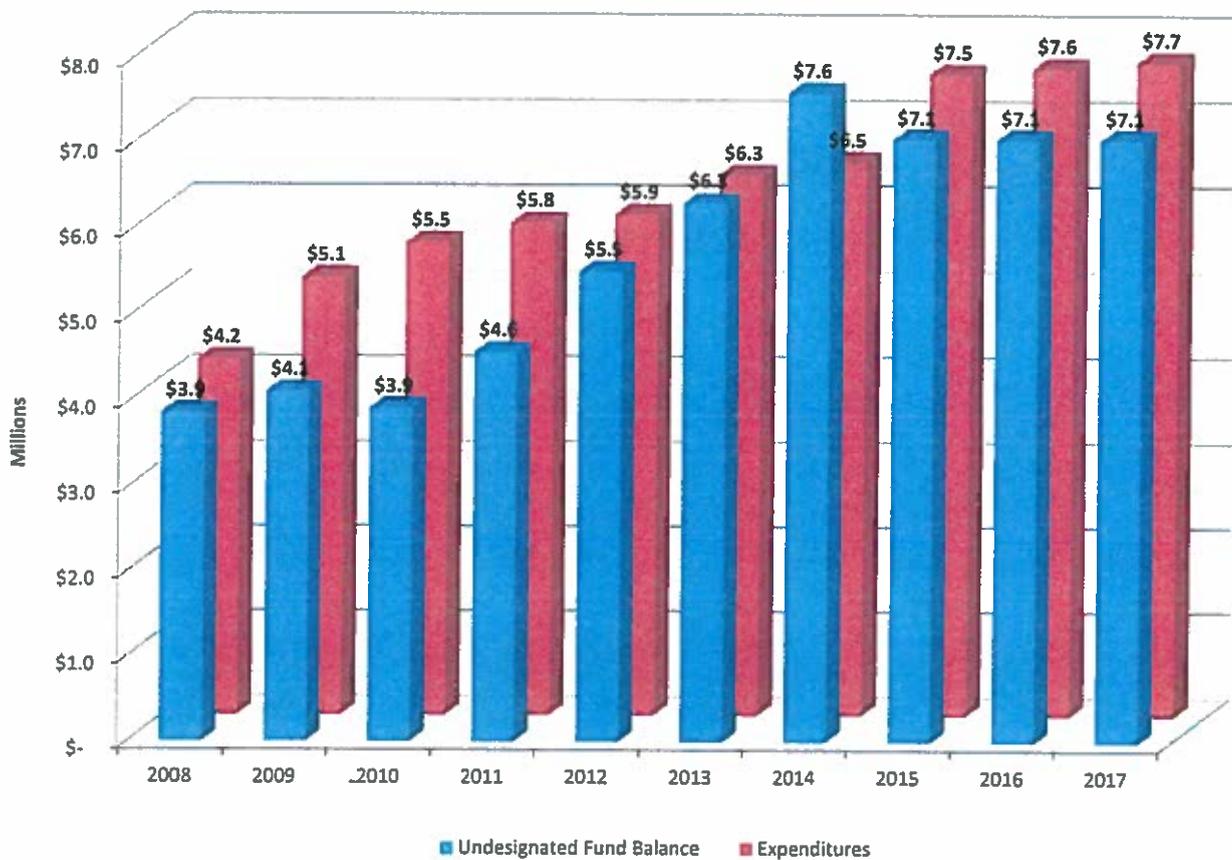
Description: This pie chart visually shows the percentage of General Fund Expenditures allocated to the various categories for the budget for Fiscal Year 2017.

General Fund Expenditures Fiscal Years 2008-2017



Description: This graph shows a visual comparison of expenditure allocations for Fiscal Years 2008 through 2017.

**General Fund
Undesignated Fund Balance/Expenditures
Fiscal Years 2008 - 2017**



Description: This graph shows the relationship between General Fund Expenditures and Undesignated Fund Balance at year's end for the period Fiscal Year 2008 to Fiscal Year 2017.

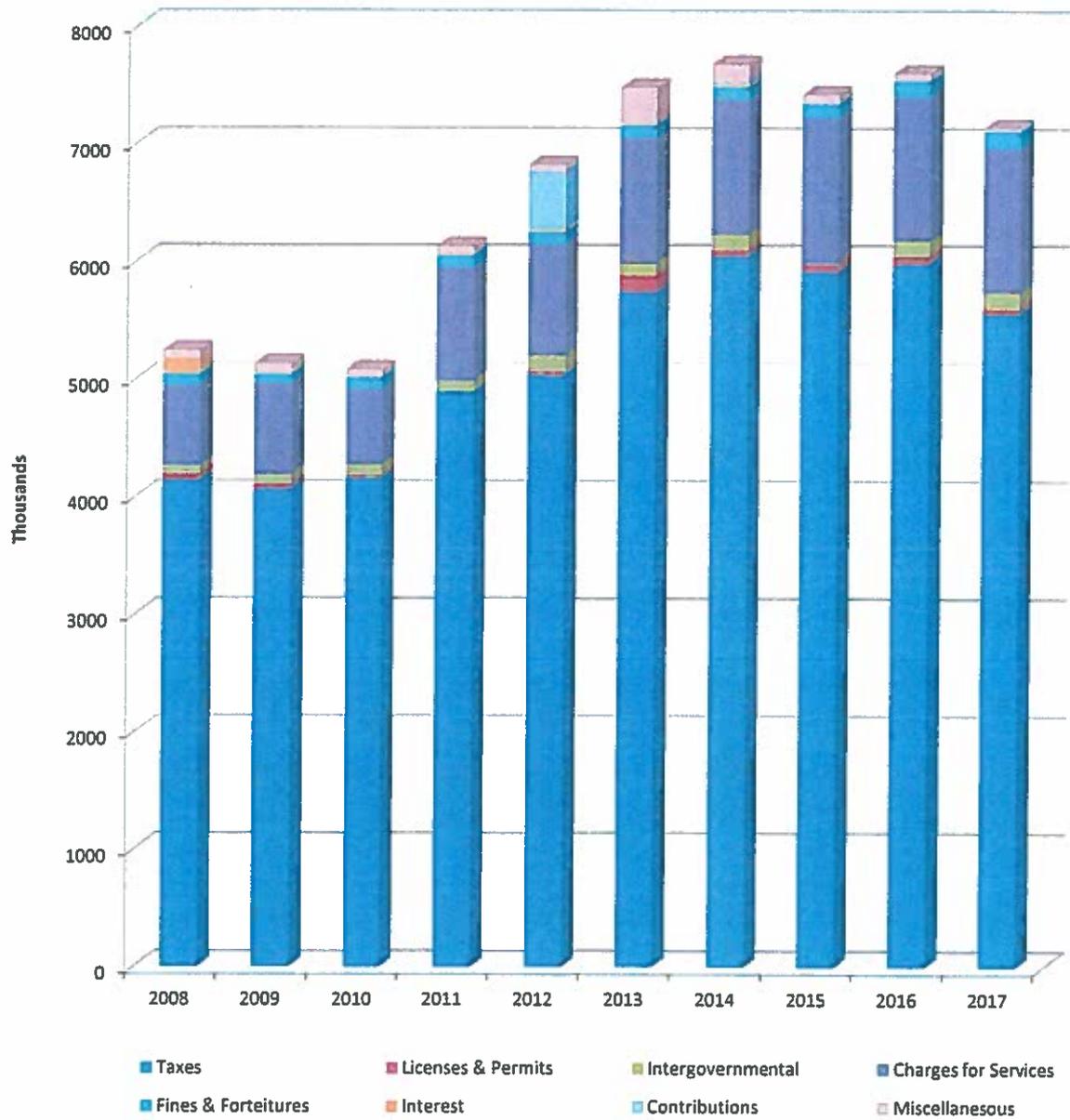
CITY OF SNYDER, TEXAS
GENERAL FUND

COMPARATIVE STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE/WORKING CAPITAL

2016-2017 BUDGET

	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2016-2017 Proposed Budget
Revenues:				
Taxes	6,046,115	5,634,565	5,989,550	5,558,755
Licenses and Permits	56,419	144,454	63,715	49,540
Intergovernmental	125,681	142,942	122,505	128,410
Charges for Services	1,149,667	1,298,720	1,236,305	1,231,725
Fines and Forfeitures	108,421	143,898	130,000	147,000
Interest	24,012	49,732	34,000	45,000
Miscellaneous	150,924	137,011	32,150	62,550
Contributions	23,000	23,000		
Total Revenues	7,684,239	7,574,322	7,608,225	7,222,980
Expenditures:				
Personnel	4,117,149	4,305,380	4,693,735	4,782,925
Supplies	279,306	260,284	321,495	301,370
Maintenance	413,783	573,396	585,415	702,980
Services	970,329	1,380,140	1,041,150	967,885
Sundry Charges	201,417	183,995	224,705	185,350
Capital Outlay	518,156	749,597	741,500	735,150
Non Capitalized Equipment	794	1,870	225	2,750
Total Expenditures	6,500,934	7,454,662	7,608,225	7,678,410
Excess (Deficiency) of Rev. over Exp.	1,183,305	119,660	-	(455,430)
Other Financing Sources (Uses):				
Sale of Asset	21,702	-	-	-
Proceeds from Insurance	-	9,408.00	-	-
Transfers in	246,139	-	-	-
Transfer from reserves	-	-	-	455,430
Excess (Deficiency) of Rev. & Other Sources over Expenditures	1,451,145	129,068	-	-
Fund Balance at B-O-Y	\$ 6,809,111	\$ 8,260,257	\$ 8,389,325	\$ 8,389,325
Prior year adjustment	-	-	-	-
Reserve for economic development	-	-	-	-
Fund Balance at E-O-Y	\$ 8,260,257	\$ 8,389,325	\$ 8,389,325	\$ 8,389,325

**GENERAL FUND
Revenues
Fiscal Years 2008 - 2017**



Description: This graph describes Taxes, Licenses and Permits, Intergovernmental, Charges for Services, Fines & Forfeitures, and Miscellaneous Revenues for the Period Fiscal Year 2008 to Fiscal Year 2017

**CITY OF SNYDER, TEXAS
GENERAL FUND**

STATEMENT OF REVENUES

2016-2017 BUDGET

	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2016-2017 Proposed Budget
Taxes:				
Sales Taxes	3,255,941	2,710,301	3,034,395	2,600,000
Ad valorem Taxes	1,961,319	2,134,364	2,125,155	2,172,255
Franchise Taxes	816,773	778,439	817,000	775,000
Liquor Taxes	12,082	11,461	13,000	11,500
Total Taxes	6,046,115	5,634,565	5,989,550	5,558,755
Licenses and Permits	56,419	144,454	63,715	49,540
Intergovernmental:				
Emergency Mgm. Program Grant	25,556	25,737	7,500	34,315
LEOSE - Fire	650	659	650	660
Snyder Public Schools Resource Officers	79,600	81,450	80,525	81,975
Grant Proceeds - TCF	-	17,500	-	-
LEOSE- Police	1,873	1,858	1,800	1,860
Juvenile Case Manager Fee	7,484	9,483	29,030	9,600
Texas Seat Belt	3,000	-	3,000	-
Bullet Proof Vest Program	-	6,255	-	-
Homeland Security	7,518	-	-	-
Drug Enforcement	-	-	-	-
Total Intergovernmental	125,681	142,942	122,505	128,410
Charges for Services:				
Administrative Fees	1,082,242	1,220,364	1,172,555	1,154,510
Municipal Court Fees	51,271	70,832	49,540	65,715
Billings for Emergency Services	10,982	1,810	9,210	5,500
Credit Card Fees	5,172	5,714	5,000	6,000
Total Charges for Services	1,149,667	1,298,720	1,236,305	1,231,725
Fines & Forfeitures	108,421	143,898	130,000	147,000
Miscellaneous:				
Interest	24,012	49,732	34,000	45,000
Miscellaneous	150,924	160,011	32,150	62,550
Proceeds from Insurance	-	9,408	-	-
Total Miscellaneous	174,936	219,151	66,150	107,550
Contributions	23,000	-	-	-
Other Financing Sources (Uses):				
Transfer from reserve	-	-	-	455,430
Total Revenues	\$ 7,684,239	\$ 7,583,729	\$ 7,608,225	\$ 7,678,410

CITY OF SNYDER, TEXAS
GENERAL FUND

DESCRIPTION OF REVENUES

2016-2017 BUDGET

TAXES

Sales Tax \$2,600,000

The sales tax revenue received by the city is the result of both retail and certain industrial purchases. Major exemptions from sales tax include food, drugs, services, and equipment or materials used in manufacturing or agricultural procedures. Sales tax revenues are collected by the State Comptroller of Public Accounts and remitted to each city levying the tax on a monthly basis. At the close of each month, the state distributes all available funds specifically deposited to the credit of each city. The Comptroller deducts 2 percent for administration from the collections deposited.

Ad Valorem Taxes

Current Taxes \$ 2,081,755

Current taxes refers to ad valorem, or property taxes which are due during the current fiscal year, as opposed to the taxes due last year. Property taxes are assessed upon property or real estate, buildings, and for business on their equipment and inventory. The City, however, exempts some of the value on residential property.

Property valuations are established by the Scurry County Appraisal District and given to the City Council from which the tax rate is set. Taxes due on October 1st of each year become delinquent or past due on February 1st. Generally, the City can expect to collect about 94% of the taxes due.

Delinquent Taxes \$ 44,000

Delinquent taxes are those property or ad valorem taxes which were due in prior years. The City, through the Scurry County Tax Collector's Office attempts to collect delinquent taxes.

Penalty & Interest \$ 39,000

Property taxes which are paid after they become delinquent are assessed penalties and interest. Generally speaking, the penalty is 1% of principal due for the first month, plus 1% for each additional month delinquent, to a maximum of 10%.

Interest is assessed at ½ of 1% for each month or portion of month the tax remains delinquent.

Tax Certificate \$ 1,250

Business and Personal Property \$ 2,750

Overages/Variances	\$ 3,500
Franchise Tax	\$ 775,000
<p>Franchise tax payments are made to the City by TXU Electric Delivery, Big Country Electric, Atmos Energy, Cebridge Cable, Southwestern Bell, West Texas State Bank, American State Bank and Snyder National Bank based upon a percentage of gross receipts and paid in return for using city streets, alleys or easements for service limits.</p>	
Liquor Tax	\$ 11,500
<p>50% of the face value of all facets of the Texas Alcohol and Beverage Commission issued permits.</p>	
TOTAL TAXES	\$ 5,558,755
<u>LICENSES & PERMITS</u>	
Building Permits	\$ 20,000
<p>Buildings which undergo structural alterations or new construction require a building permit. Permit fees are: \$40.00 minimum up to 500 square feet, \$.10 per square foot thereafter to a maximum of \$50,000.00</p>	
Electrical Permits	\$ 11,000
<p>Electrical permits are required for alterations, remodeling, repairs, additions, or new construction. Fees vary, and are based upon building type and wiring complications.</p>	
Dog License	\$ 250
<p>The City charges \$2.00 per license.</p>	
Pound Fee	\$ 8,000
<p>Pound fee is \$5.00 for reclaimed animals.</p>	
Peddler's Fee	\$ 2,400
<p>The City's fee for each peddler's license is \$75.00.</p>	
Miscellaneous Fees	\$ 600
<p>Zone changes, variance cases, special use permits, dump truck fees.</p>	
Demolition Fees	\$ 1,000
<p>The City's fee for demolition.</p>	
Beer & Wine Permit & License	\$ 1,500
<p>The City's permit fee for the sale of beer and wine.</p>	

Package Store Permit	\$	940
The City's permit fee for the sale of alcoholic beverages.		
Carnival Permit	\$	250
The City's permit fee for the operation of a carnival.		
Fire Inspection Service Fee	\$	2,100
The City's permit fee for annual inspections of specified commercial and residential facilities.		
Mixed Beverage Permit	\$	1,500
The City's permit for the sale of mixed beverages.		
		\$ 49,540
TOTAL LICENSES AND PERMITS		\$ 49,540

INTERGOVERNMENTAL

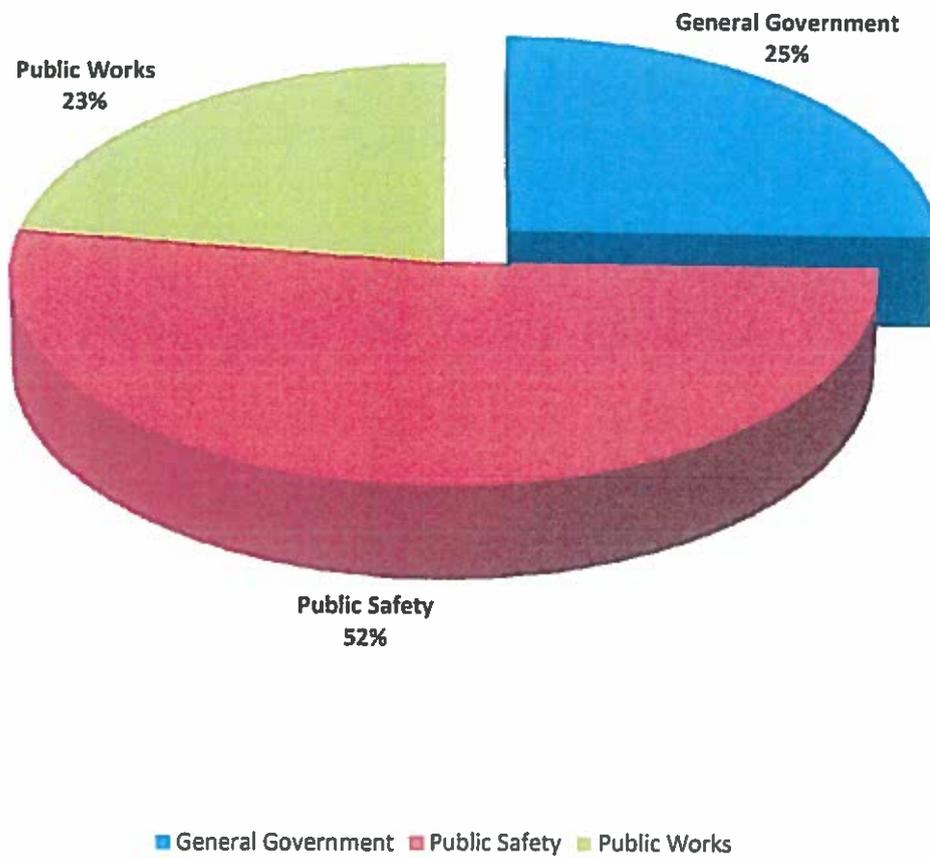
Emergency Management Grant	\$	34,315
Texas Seatbelt Grant	\$	0
SISD Special Resource Officer	\$	81,975
Juvenile Case Manager Fee	\$	9,600
LEOSE – Police	\$	1,860
LEOSE – Fire Department	\$	660
		\$ 128,410
TOTAL INTERGOVERNMENTAL		\$ 128,410

CHARGES FOR SERVICES

Administrative Fees		
The Enterprise Fund is charged a fee for administrative and accounting services provided by the General Fund.		\$ 1,154,510
The Municipal Court is allowed to charge an administrative fee for teen court, safe driving courses, and deferrals.		\$ 3,600
Billings for Emergency Services	\$	5,500
The Fire Department is allowed to charge insurance companies for vehicle fires, wash-down at a wreck, extrication, commercial structure fire, mobile home fire, hazardous material, special rescue, and 1 st responder.		

Court Costs		\$ 62,115
	Fees are established by the State and the City retains 10% of the fees prior to remittance to the state.	
Credit Card Fees		\$ 6,000
		<hr/>
	TOTAL CHARGES FOR SERVICES	\$ 1,231,725
 <u>FINES & FORFEITURES</u>		
Municipal Court		\$ 147,000
	Collections through the assessment of fines for traffic violations and city ordinance violations.	
		<hr/>
	TOTAL FINES & FORFEITURES	\$ 147,000
 <u>MISCELLANEOUS</u>		
Interest Income		\$ 45,000
	Includes interest earnings on city deposits.	
Other		\$ 62,550
	Includes gain/loss on sale of equipment.	
		<hr/>
	TOTAL MISCELLANEOUS	\$ 107,550
 <u>TRASNFERS</u>		
Transfer from Reserves	TOTAL TRANSFERS	\$ 455,430
	 <u>TOTAL GENERAL FUND REVENUE</u>	 <u>\$ 7,678,410</u>

**GENERAL FUND FUNCTION EXPENSE
Fiscal Year 2017**



Description: This pie chart highlights the "General Government" function and amount of the General Fund Expenditures that are appropriated for each major function and the relationship between the functional areas.

CITY OF SNYDER, TEXAS

GENERAL FUND

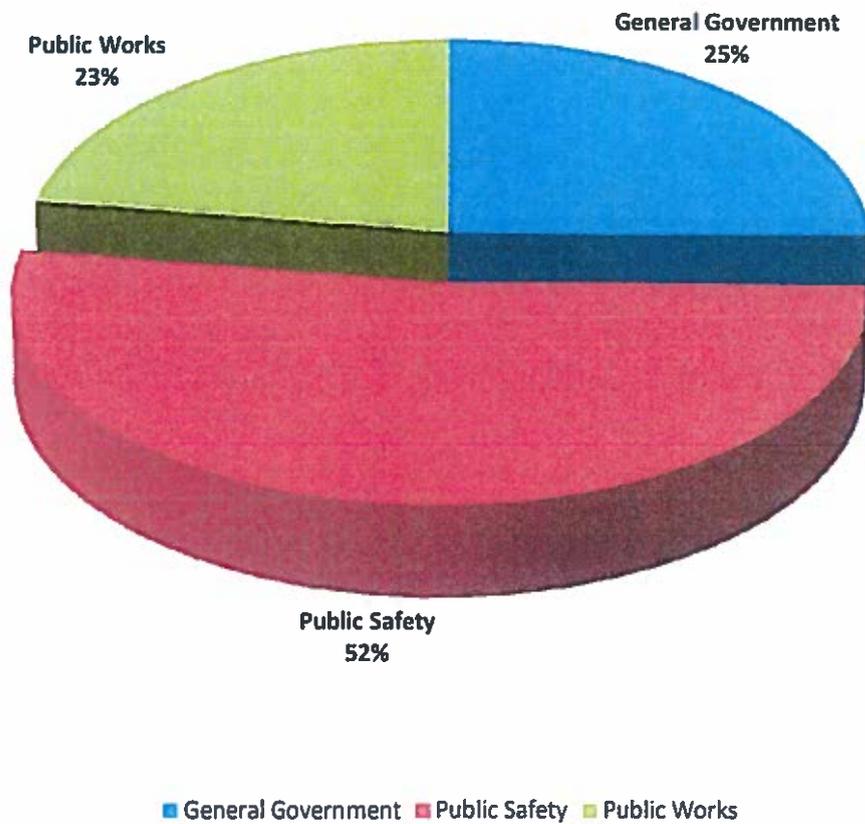
STATEMENT OF EXPENDITURES

2016-2017 BUDGET

	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2016-2017 Proposed Budget
GENERAL GOVERNMENT:				
Administration:				
Personnel Services	229,291	223,662	237,295	241,645
Supplies	2,456	3,797	4,400	3,500
Maintenance	5,725	4,054	4,810	3,350
Services	51,868	160,482	53,310	40,945
Sundry Charges	5,874	5,065	6,500	3,640
Capital Outlay	-	26,913	-	1,000
Totals	295,214	423,973	306,315	294,080
Finance:				
Personnel Services	305,953	306,209	316,650	321,840
Supplies	5,210	4,455	5,035	5,100
Maintenance	15,667	19,169	17,970	20,115
Services	40,408	47,049	48,405	45,840
Sundry Charges	2,725	6,574	5,000	3,405
Capital Outlay	-	3,350	-	3,000
Totals	369,963	386,806	393,060	399,300
Planning & Zoning:				
Personnel Services	217,283	254,450	265,465	262,170
Supplies	6,925	9,347	7,330	7,655
Maintenance	12,634	11,323	12,215	14,210
Services	36,395	18,698	21,645	17,735
Sundry Charges	929	1,521	1,620	1,640
Capital Outlay	24,618	26,214	-	-
Totals	298,784	321,553	308,275	303,410
Municipal Court:				
Personnel Services	208,114	211,203	246,725	229,615
Supplies	3,698	3,322	4,880	4,490
Maintenance	8,857	9,307	14,100	14,500
Services	26,029	32,610	29,635	30,340
Sundry Charges	4,479	1,534	7,995	7,950
Capital Outlay	3,346	3,846	-	-
Non Capitalized Equipment	794.00	1,870	-	-
Totals	255,317	263,692	303,335	286,895

	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2016-2017 Proposed Budget
Community Services:				
Personnel Services	-	-	-	-
Supplies	11,313	5,048	6,250	6,250
Maintenance	1,154	2,182	1,400	1,640
Services	325,571	627,186	330,235	332,520
Sundry Charges	5,326	5,220	7,025	5,110
Capital Outlay	75,752	50,292	111,000	3,500
Totals	419,116	689,928	455,910	349,020
City Secretary/Records:				
Personnel Services	153,196	160,096	153,670	158,415
Supplies	2,871	1,850	4,855	4,325
Maintenance	1,555	2,259	5,755	6,590
Services	9,949	7,289	13,030	7,800
Sundry Charges	494	559	710	740
Capital Outlay	474	2,206	1,100	5,850
Non Capitalized Equipment	-	-	225	750
Totals	168,539	174,259	179,345	184,470
IT / Purchasing				
Personnel Services	93,709	94,314	91,335	93,360
Supplies	2,221	1,561	2,250	2,250
Maintenance	17,651	22,065	16,260	15,830
Services	8,241	5,426	19,100	6,560
Sundry Charges	576	511	465	530
Capital Outlay	11,585	482	8,100	-
Non Capitalized Equipment	-	-	-	500
Totals	133,983	124,359	137,510	119,030
TOTAL GENERAL GOVERNMENT	1,940,916	2,384,570	2,083,750	1,936,205

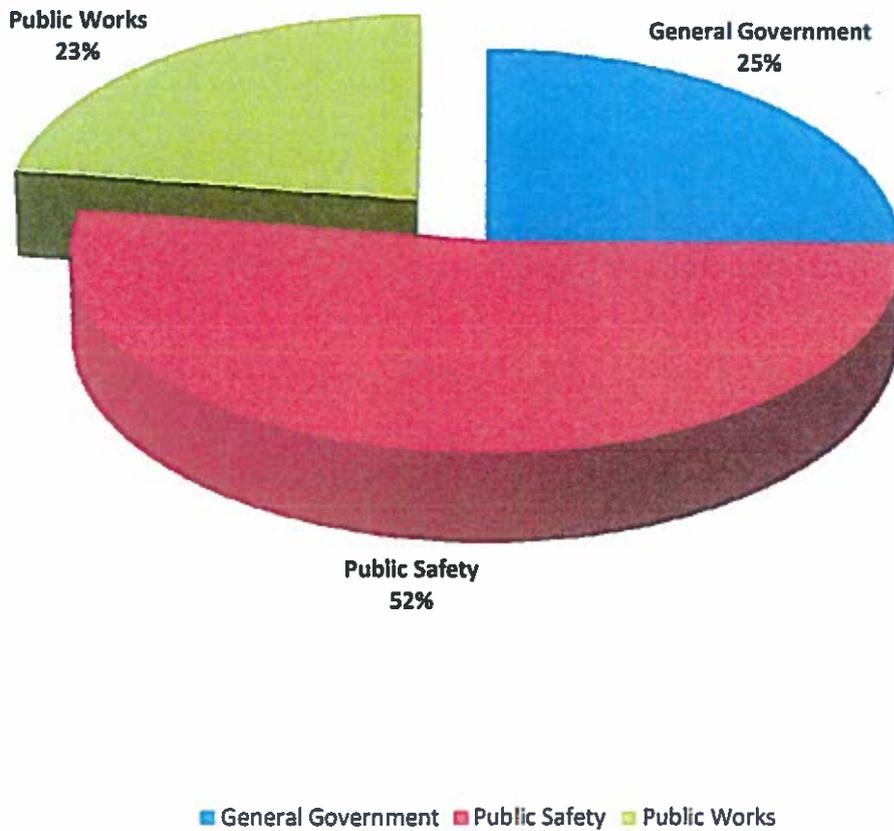
**GENERAL FUND FUNCTION EXPENSE
Fiscal Year 2017**



Description: This pie chart highlights the "Public Safety" function and amount of the General Fund Expenditures that are appropriated for each major function and the relationship between the functional areas.

	2013-2014	2014-2015	2015-2016	2016-2017 Proposed
	Actual	Actual	Budget	Budget
PUBLIC SAFETY:				
Police:				
Personnel Services	1,706,834	1,746,246	1,993,240	2,034,805
Supplies	90,083	83,573	102,550	99,350
Maintenance	64,895	46,275	63,650	68,765
Services	53,687	66,951	71,945	72,105
Sundry Charges	141,088	116,557	152,470	116,680
Capital Outlay	107,315	452,122	179,300	158,800
Non Capitalized Equipment	-	-	-	1,500
Totals	2,163,902	2,511,724	2,563,155	2,552,005
Animal Control:				
Personnel Services	157,506	139,602	163,050	166,750
Supplies	14,360	14,299	19,350	21,400
Maintenance	4,876	3,892	7,930	8,155
Services	15,196	14,115	18,465	18,200
Sundry Charges	3,685	4,658	4,900	4,290
Capital Outlay	946	5,479	32,700	-
Totals	196,569	182,045	246,395	218,795
Fire:				
Personnel Services	846,335	849,023	909,925	919,910
Supplies	61,260	66,739	81,500	79,700
Maintenance	78,875	61,794	83,070	68,900
Services	101,993	96,135	125,285	109,305
Sundry Charges	23,832	23,509	23,765	23,805
Capital Outlay	64,818	122,334	68,800	37,000
Totals	1,177,113	1,219,534	1,292,345	1,238,620
TOTAL PUBLIC SAFETY	3,537,584	3,913,303	4,101,895	4,009,420

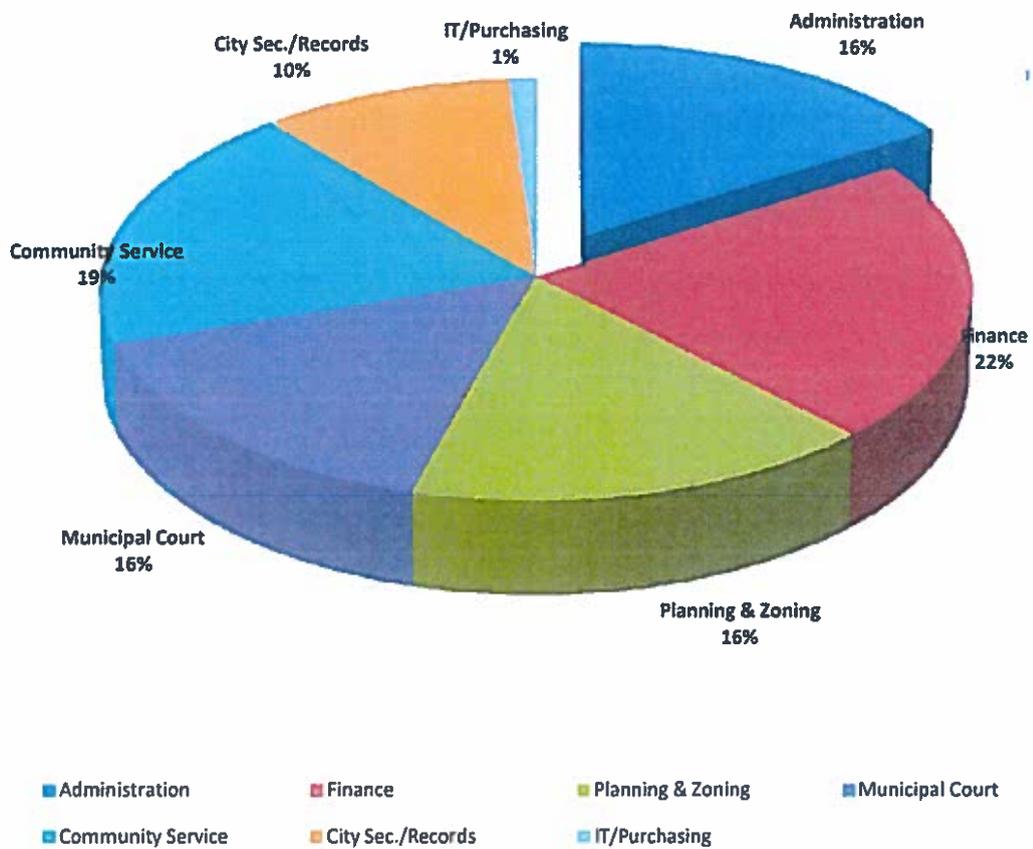
**GENERAL FUND FUNCTION EXPENSE
Fiscal Year 2017**



Description: This pie chart highlights the "Public Works" function and amount of the General Fund Expenditures that are appropriated for each major function and the relationship between the functional areas.

	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2016-2017 Proposed Budget
PUBLIC WORKS;				
Street Maintenance:				
Personnel Services	198,929	320,575	316,380	354,415
Supplies	78,909	66,293	83,095	67,350
Maintenance	201,894	391,076	358,255	480,925
Services	300,992	304,199	310,095	286,535
Sundry Charges	12,409	18,287	14,255	17,560
Capital Outlay	229,302	56,359	340,500	526,000
Totals	1,022,435	1,156,789	1,422,580	1,732,785
TOTAL PUBLIC WORKS	1,022,435	1,156,789	1,422,580	1,732,785
TOTAL EXPENSES	\$ 6,500,935	7,454,662	\$ 7,608,225	\$ 7,678,410

**GENERAL GOVERNMENT FUNCTION EXPENSE
Fiscal Year 2017**



Description: This pie chart highlights the relationship between the department "Administration" and the other departments within the General Government Functional Area.

BUDGET SUMMARY

Fund	Function	Administration	Department Number 1	
General				
	Expend. Class	Actual 2014-15	Budgeted 2015-16	Proposed 2016-17
	Personnel Services	\$ 229,291	\$ 237,295	\$ 241,645
	Supplies	2,456	4,400	3,500
	Maintenance	5,725	4,810	3,350
	Services	51,868	53,310	40,945
	Sundry Charges	5,874	6,500	3,640
	Capital Outlay	-	-	1,000
	TOTAL ALL ACCOUNTS	<u>\$ 295,214</u>	<u>\$ 306,315</u>	<u>\$ 294,080</u>

PERSONNEL ALLOCATION

Classification	Salary Range	Pay Level	Employees	
			Present	Proposed
City Manager	Unclassified	N/A	1.00	1.00
Secretary/Receptionist	3,283 to 3,591	13	1.00	1.00
TOTAL			2.00	2.00

Mission Statement

The implementation of policies established by the City Council as fairly, effectively and efficiently as possible.

Description

City Administration consists of the City Manager and receptionist/secretary.

The City Manager is the chief administrative officer of the city referencing the City Charter to administer the policies of the City Council and the overall coordination of the city's activities for the efficient operation of the City of Snyder.

Goal

Provide administrative oversight that the City operations are responsive and sensitive to citizen desires.

Objectives

1. Consolidation of City/County services and eliminate duplication of costs.
2. Secure discretionary federal funding for Homeland Security and American Recovery.
3. Meet with TDCJ/County/School/Chamber/Hospital/WTC officials monthly.
4. Meet with West Central Texas Council of Governments on a regular basis.
5. Support local economic development efforts in conjunction with the Development Corporation of Snyder, SISD, Scurry County, Snyder Chamber of Commerce, Cogdell Hospital, West Texas Council of Governments, and TxDot.
6. Support city wide recycling programs when feasible.
7. Develop and implement city wide beautification projects.
8. Development of Deep Creek Beautification Project.
9. Seek CDBG Grant Funding for City projects.
10. Continue demolition of sub-standard structures.
11. Meet with U.S. Air Force officials and support the Scoring Facility located at Winston Field.
12. Utilize Price Daniel Unit personnel on City and Community projects.
13. Completion of a Master Plan for the City.
14. Long-term City street reconstruction.

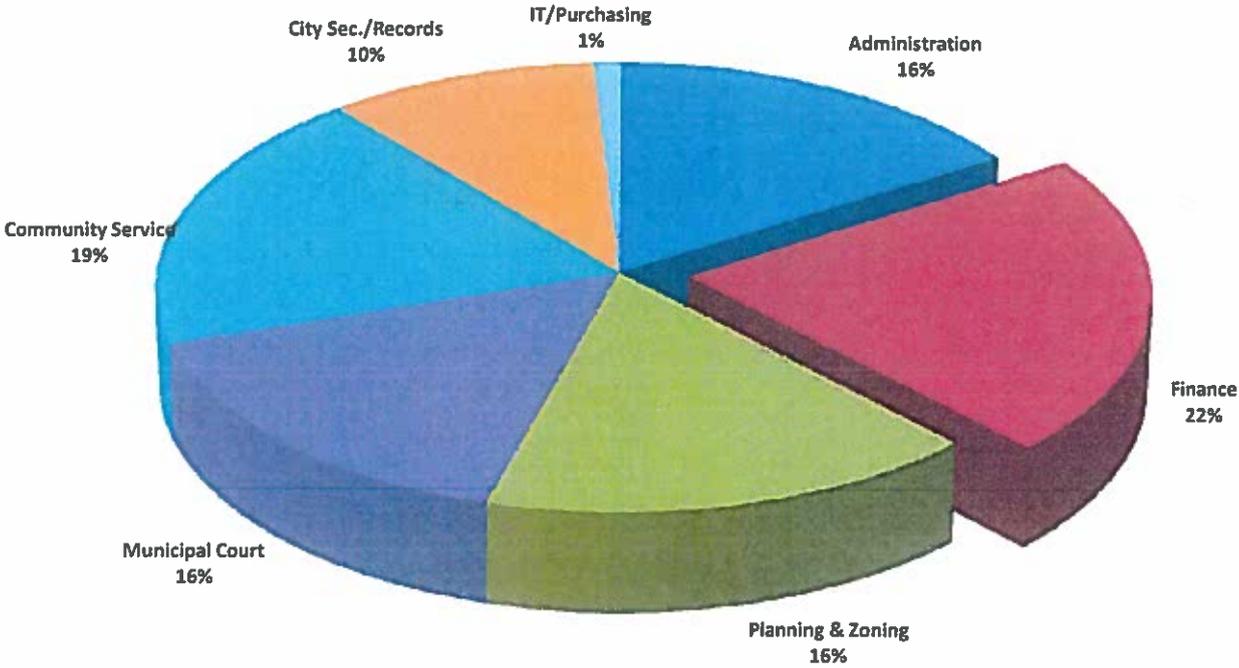
ADMINISTRATION - DEPARTMENT NO. 1

EXPENDITURES - FUND 01

	ACTUAL 2014-2015	BUDGETED 2015-2016	PROPOSED 2016-2017
PERSONNEL SERVICES			
601-101 SUPERVISION	135,460	137,760	140,520
601-102 CLERICAL	32,333	39,205	40,190
601-105 LONGEVITY	317	410	705
601-106 OVERTIME	104	200	200
601-107 PART-TIME	-	-	-
601-108 FICA EXPENSE	9,374	11,010	11,260
601-109 TMRS EXPENSE	28,556	29,655	29,165
601-110 INSURANCE EXPENSE	15,212	16,480	16,970
601-111 MEDICARE EXPENSE	2,306	2,575	2,635
601-112 ACCRUED COMP. ABSENCES	-	-	-
Sub Total	223,662	237,295	241,645
SUPPLIES & MATERIALS			
601-201 OFFICE SUPPLIES	1,370	1,300	1,300
601-205 TIRES & TUBES	917	900	900
601-206 MOTOR VEHICLE SUPPLIES	1,208	1,600	900
601-208 JANITORIAL SUPPLIES	226	300	300
601-210 BOTANICAL & AGRICUL.	76	-	-
601-215 OTHER SUPPLIES	-	300	100
Sub Total	3,797	4,400	3,500
MAINTENANCE OF BUILDINGS			
601-301 BUILDINGS & GROUNDS	594	2,500	1,500
Sub Total	594	2,500	1,500
MAINTENANCE OF EQUIPMENT			
601-401 OFFICE EQUIPMENT	1,172	1,200	-
601-403 MAINTENANCE OF EQUIPMENT	214	-	240
601-404 AUTOMOTIVE EQUIPMENT	79	300	300
601-407 SOFTWARE MAINTENANCE	1,995	810	1,310
Sub Total	3,460	2,310	1,850
MISCELLANEOUS SERVICES			
601-501-01 TELEPHONE	15,920	12,500	2,100
601-501-02 CELLULAR	609	2,200	700
601-501-03 INTERNET	1,598	1,590	1,590
601-502 RENTAL OF EQUIPMENT	1,037	1,020	1,020
601-503 INSURANCE	7,364	7,500	7,500

	ACTUAL 2015-2016	BUDGETED 2016-2017	PROPOSED 2016-2017
601-504 SPECIAL SERVICES	3,655	2,000	2,000
601-505 ADVERTISING	8,921	8,600	8,600
601-506 BUSINESS & TRANSPORTATION	6,908	7,500	7,500
601-508 FEE BASIS SERVICE	105,692	700	700
601-510 CONTRACTUAL SERVICES	678	1,200	1,200
601-511-01 ELECTRICITY	7,607	7,900	7,435
601-511-02 GAS	493	600	600
601-512 DATA PROCESSING	-	-	-
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Sub Total	160,482	53,310	40,945
SUNDRY CHARGES			
601-602 MEMBERSHIP & SUBSCR.	3,215	5,800	3,000
601-604 WORKER'S COMP.	308	350	290
601-605 UNEMPLOYMENT	-	-	-
601-606 FREIGHT EXPENSE	71	100	100
601-607 PRINTING EXPENSE	1,396	250	250
601-608 BAD DEBT EXPENSE	75	-	-
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Sub Total	5,065	6,500	3,640
CAPITAL OUTLAY			
601-901 OFFICE EQUIPMENT	25,893	-	1,000
601-902 AUTOMOTIVE EQUIPMENT	1,020	-	-
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Sub Total	26,913	-	1,000
TOTAL BUDGET	\$ 423,973	\$ 306,315	\$ 294,080

**GENERAL GOVERNMENT FUNCTION EXPENSE
Fiscal Year 2017**



■ Administration ■ Finance ■ Planning & Zoning ■ Municipal Court ■ Community Service ■ City Sec./Records ■ IT/Purchasing

Description: This pie chart highlights the relationship between the department "Finance" and the other departments within the General Government Functional Area.

BUDGET SUMMARY

Fund	Function	Finance	Department Number	
General	Accounting Personnel/Payables		2	
Expend. Class		Actual 2014-15	Budgeted 2015-16	Proposed 2016-17
Personnel Services		\$ 305,953	\$ 316,650	\$ 321,840
Supplies		5,210	5,035	5,100
Maintenance		15,667	17,970	20,115
Services		40,408	48,405	45,840
Sundry Charges		2,725	5,000	3,405
Capital Outlay		-	-	3,000
TOTAL ALL ACCOUNTS		<u>\$ 369,963</u>	<u>\$ 393,060</u>	<u>\$ 399,300</u>

PERSONNEL ALLOCATION

Classification	Salary Range	Pay Level	Employees	
			Present	Proposed
Director of Finance/Treasurer	Unclassified	N/A	1.00	1.00
Human Resources/Risk Mgmt.	4,634 to 5,068	23	1.00	1.00
Payables/Receivables	4,038 to 4,416	19	1.00	1.00
Laborer	2,669 to 2,920	7	1.00	1.00
TOTAL			4.00	4.00

Mission Statement

To provide for the efficient financial operation of the City and safeguarding the City's assets. To insure that the City adheres to state and federal laws as they apply to personnel and payroll.

To invest funds which will provide the highest investment return with the maximum security and conforming to all statutes governing the investment of the City's funds.

Description

The Finance Department is responsible for the administration and overall planning for the City's financial activities. Also included in this department are the personnel functions.

Goal

Provide effective protection of the city’s financial assets through accurate financial reporting and sound investment policies. Provide nondiscriminatory personnel policies.

Objectives

1. Continue to maintain the 100% ratio of invested funds to total funds available at the highest possible rate of return.
2. Process financial data as received.
3. Continue to produce accurate financial statements on a real time basis.
4. To continue to produce a Comprehensive Annual Financial Report that meets the Certificate of Conformance Standards of the Government Finance Officers Association (GFOA).
5. Implement changes in financial reports when published by the Governmental Accounting Standards Board (GASB).
6. To produce a budget that meets the Distinguished Budget Presentation standards of the GFOA.
7. Pay bills on a timely basis to avoid late fees.
8. Fill all personnel requisitions with the most qualified applicants as soon as possible.
9. Reduce workman’s compensation claims and to assure the safety and welfare of all City employees with safety awareness through training.

Indicators

	<u>2012-2013</u>	<u>2013-2014</u>	<u>2014-2015</u>
Number of payable checks issued	3,025	2,822	3,297
Number of positions filled	18	11	12
Applications reviewed	195	63	165

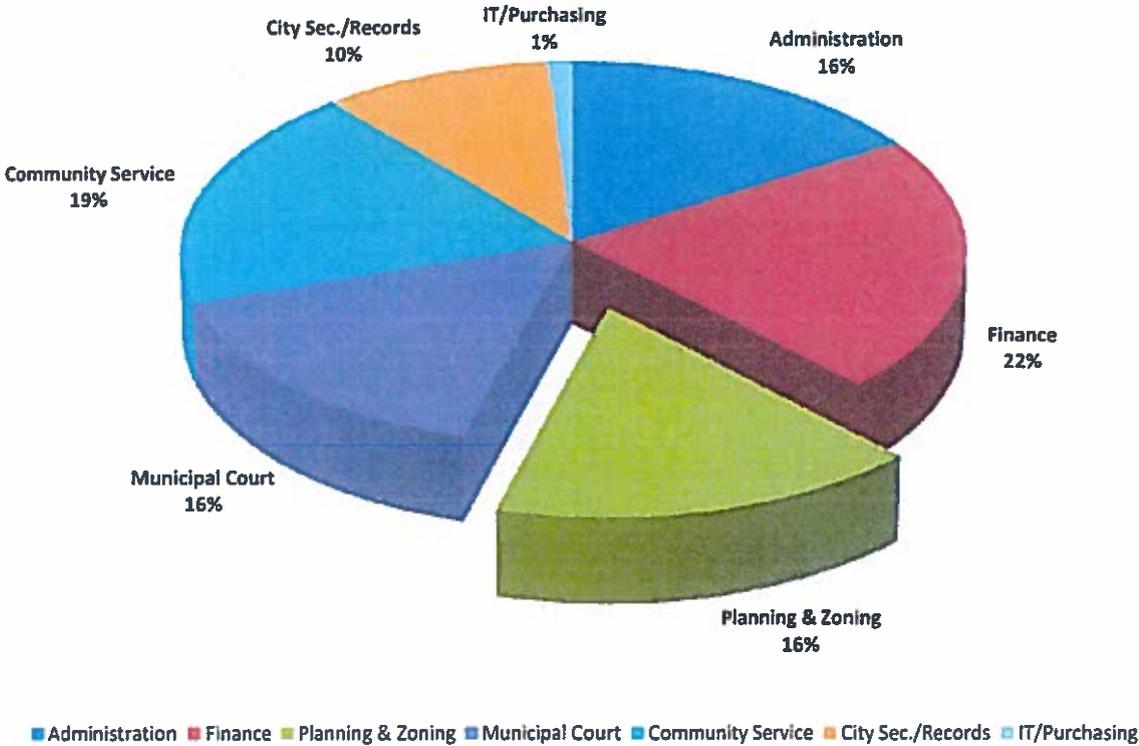
FINANCE - DEPARTMENT NO. 2

EXPENDITURES - FUND 01

	ACTUAL 2014-2015	BUDGETED 2015-2016	PROPOSED 2016-2017
PERSONNEL SERVICES			
602-101 SUPERVISION	85,345	86,795	88,535
602-102 CLERICAL	100,550	104,065	106,150
602-103 OPERATIONS	-	-	-
602-104 MAINTENANCE	31,395	33,000	33,660
602-105 LONGEVITY	3,287	3,375	3,470
602-106 OVERTIME	200	900	900
602-107 PART-TIME	-	-	-
602-108 FICA EXPENSE	13,139	14,145	14,430
602-109 TMRS EXPENSE	37,473	38,100	37,375
602-110 INSURANCE EXPENSE	31,747	32,960	33,945
602-111 MEDICARE EXPENSE	3,073	3,310	3,375
602-112 ACCRUED COMP. ABSENCES	-	-	-
Sub Total	306,209	316,650	321,840
SUPPLIES & MATERIALS			
602-201 OFFICE SUPPLIES	3,513	4,000	4,000
602-202 FORMS	466	475	575
602-204 UNIFORMS	186	225	225
602-207 MINOR TOOLS & APPARATUS	-	-	-
602-208 JANITORIAL SUPPLIES	268	300	300
602-215 OTHER SUPPLIES	22	35	-
Sub Total	4,455	5,035	5,100
MAINTENANCE OF BUILDINGS			
602-301 BUILDINGS & GROUNDS	19	150	100
Sub Total	19	150	100
MAINTENANCE OF EQUIPMENT			
602-401 OFFICE EQUIPMENT	738	345	345
602-403 MAINTENANCE OF EQUIPMENT	206	-	240
602-407 SOFTWARE MAINTENANCE	18,206	17,475	19,430
Sub Total	19,150	17,820	20,015
MISCELLANEOUS SERVICES			
602-501-01 TELEPHONE	1,200	1,150	825
602-501-03 INTERNET	1,598	1,590	1,600
602-502 RENTAL OF EQUIPMENT	833	815	815
602-503 INSURANCE	-	70	70
602-504 SPECIAL SERVICES	1,212	8,570	5,585

	ACTUAL 2014-2015	BUDGETED 2015-2016	PROPOSED 2016-2017
602-505 ADVERTISING	322	400	400
602-506 BUSINESS & TRANSPORTATION	3,715	5,200	5,000
602-508 FEE BASIS SERVICE	27,885	30,000	31,435
602-510 CONTRACTUAL SERVICES	108	110	110
602-512 DATA PROCESSING	10,176	500	-
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Sub Total	47,049	48,405	45,840
SUNDRY CHARGES			
602-601 TRAINING & EDUCATION	250	-	-
602-602 MEMBERSHIP & SUBSCR.	2,175	1,850	1,850
602-604 WORKER'S COMP.	2,136	2,150	530
602-605 UNEMPLOYMENT	-	-	-
602-606 FREIGHT EXPENSE	81	100	125
602-607 PRINTING EXPENSE	1,932	900	900
602-608 BAD DEBT EXPENSE	-	-	-
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Sub Total	6,574	5,000	3,405
CAPITAL OUTLAY			
602-701 BUILDING	-	-	-
602-901 OFFICE EQUIPMENT	3,350	-	3,000
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Sub Total	3,350	-	3,000
TOTAL BUDGET	\$ 386,806	\$ 393,060	\$ 399,300

**GENERAL GOVERNMENT FUNCTION EXPENSE
Fiscal Year 2017**



Description: This pie chart highlights the relationship between the department "Planning & Zoning" and the other departments within the General Government Functional Area.

BUDGET SUMMARY

Fund	Function	Planning and Zoning	Department Number 3	
General				
	Expend. Class	Actual 2014-15	Budgeted 2015-16	Proposed 2016-17
	Personnel Services	\$ 217,283	\$ 265,465	\$ 262,170
	Supplies	6,925	7,330	7,655
	Maintenance	10,085	12,215	14,210
	Services	38,945	21,645	17,735
	Sundry Charges	929	1,620	1,640
	Capital Outlay	24,618	-	-
	TOTAL ALL ACCOUNTS	<u>\$ 298,785</u>	<u>\$ 308,275</u>	<u>\$ 303,410</u>

PERSONNEL ALLOCATION

Classification	Salary Range	Pay Level	Employees	
			Present	Proposed
Zoning Administrator	5,320 to 5,818	27	1.00	1.00
Inspector	5,136 to 5,617	26	2.00	2.00
TOTAL			3.00	3.00

Mission Statement

To provide a safe and healthy environment free from unsightly weeds, unsafe building practices, and maintain the integrity of the zoning regulations. To keep records of all building permits, plumbing permits, and electrical permits. Insure that all trades people who work within the city are properly licensed and bonded. Review all proposed neighborhood development, commercial development, etc., and verify that all set backs front, side, and rear are maintained. Maintain the City water and sewer distribution maps, keeping them up to date with extensions. Keep records of water line breaks and sewer line stops and dispatch crews to problems. Keep city street maps current and keep records of street conditions on inventory, potholes, rutted alleys, etc. Maintain and enforce the "Federal Emergency Management Agency" Floodplain Regulations insuring that any development in the floodplain is in accordance with FEMA regulations.

Description

The Planning & Zoning Department is responsible for the supervision and administration of the various codes to safeguard life, health, public welfare, protection of property, and in general maintaining the quality of life that the citizens have grown to expect. This is achieved by physically inspecting all complaints, new construction, irrigation installations, electrical work, plumbing work, Natural Gas and L.P. Gas installations, insuring all vacant property and buildings are maintained and secure from public endangerment. This department also provides staff assistance in preparing background information and material as well as keeping the minutes of meetings conducted by The Zoning Board of Adjustment, The Planning & Zoning Commission, and The Builders Board of Appeals. In addition, this department also provides the City Council with information stemming from the various board meetings.

Goals and Objectives

Our intention is to provide timely and uniform application of building and mechanical codes, health, sanitation, nuisance, and zoning ordinances in order to maintain the standards outlined by the City Council and the public concern. Our objective is to keep our city in step with the current objectives of similar cities our size and maintain a wholesome and progressive identity, thus encouraging economic development.

Indicators

Number of Inspections

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>
Commercial	280	295	57
Residential	344	360	146
Electrical	223	450	340
Plumbing	565	495	380
Zoning Inspection	16	8	10
Health & Sanitation	31	42	55
Public nuisance	75	84	69

Permits Issued

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>
Building Permits	149	143	111
Electrical Permits	187	150	134
Plumbing Permits	479	272	271
Moving Permits	0	0	3
Demolition Permits	36	14	10
Sign Permits	8	11	14

Board Meetings

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>
Planning & Zoning	16	18	7
Board of Adjustment	4	0	0
Builders Board of Appeal	0	0	0

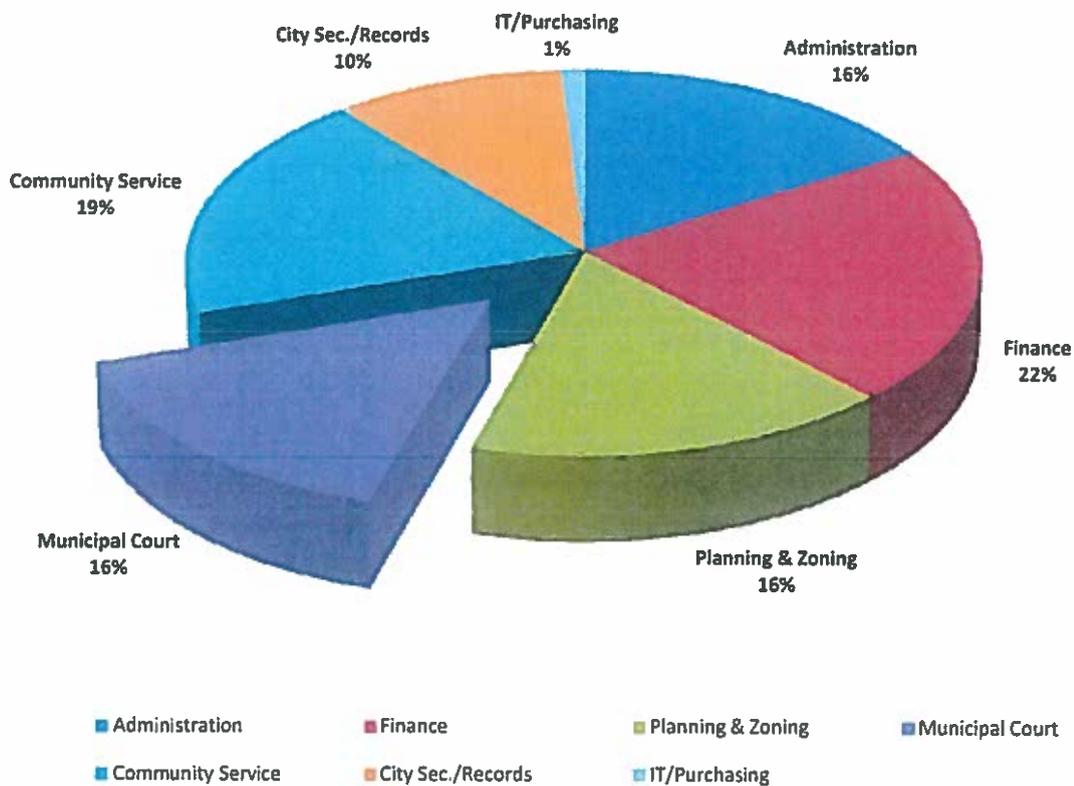
PLANNING & ZONING - DEPARTMENT NO. 3

EXPENDITURES - FUND 01

	ACTUAL 2014-2015	BUDGETED 2015-2016	PROPOSED 2016-2017
PERSONNEL SERVICES			
603-101 SUPERVISION	65,008	65,770	67,090
603-103 OPERATIONS	116,095	123,745	120,070
603-105 LONGEVITY	1,993	2,085	2,180
603-106 OVERTIME	1,719	2,000	2,000
603-108 FICA EXPENSE	11,422	12,005	11,865
603-109 TMRS EXPENSE	31,746	32,330	30,730
603-110 INSURANCE EXPENSE	23,796	24,720	25,460
603-111 MEDICARE EXPENSE	2,671	2,810	2,775
603-112 ACCRUED COMP. ABSENCES	-	-	-
Sub Total	254,450	265,465	262,170
SUPPLIES & MATERIALS			
603-201 OFFICE SUPPLIES	3,560	1,900	2,600
603-202 FORMS	476	-	-
603-205 TIRES & TUBES	-	100	250
603-206 MOTOR VEHICLE SUPPLIES	4,979	4,700	4,200
603-207 MINOR TOOLS & APPARATUS	43	300	300
603-208 JANITORIAL SUPPLIES	220	230	230
603-215 OTHER SUPPLIES	69	100	75
Sub Total	9,347	7,330	7,655
MAINTENANCE OF BUILDINGS			
603-301 BUILDINGS & GROUNDS	19	100	75
Sub Total	19	100	75
MAINTENANCE OF EQUIPMENT			
603-401 OFFICE EQUIPMENT	63	-	-
603-403 EQUIPMENT	206	-	120
603-404 AUTOMOTIVE EQUIPMENT	568	700	375
603-406 MINOR TOOLS & EQUIPMENT	-	100	75
603-407 SOFTWARE MAINTENANCE	10,467	11,315	13,565
Sub Total	11,304	12,115	14,135
MISCELLANEOUS SERVICES			
603-501-01 TELEPHONE	1,723	1,700	825
603-501-02 CELLULAR	2,374	2,900	2,400
603-501-03 INTERNET	2,417	2,960	3,020
			-

	ACTUAL 2014-2015	BUDGETED 2015-2016	PROPOSED 2016-2017
603-502 RENTAL OF EQUIPMENT	833	815	870
603-503 INSURANCE	788	1,000	1,000
603-504 SPECIAL SERVICES	5,134	4,500	3,000
603-505 ADVERTISING	2,669	5,000	3,800
603-506 BUSINESS & TRANSPORTATION	2,652	2,500	2,700
603-508 FEE BASIS SERVICES	-	-	-
603-510 CONTRACTUAL SERVICES	108	100	120
603-512 DATA PROCESSING	-	170	-
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Sub Total	18,698	21,645	17,735
SUNDRY CHARGES			
603-602 MEMBERSHIP & SUBSCR.	125	200	200
603-604 WORKER'S COMP.	1,361	1,400	1,220
603-605 UNEMPLOYMENT	-	-	-
603-606 FREIGHT EXPENSE	35	20	20
603-607 PRINTING EXPENSE	-	-	200
603-608 BAD DEBT EXPENSE	-	-	-
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Sub Total	1,521	1,620	1,640
CAPITAL OUTLAY			
603-901 OFFICE EQUIPMENT	1,823	-	-
603-902 AUTOMOTIVE EQUIPMENT	23,393	-	-
603-903 MACHINERY	-	-	-
603-905 NON CAPITALIZED EQUIPMENT	998	-	-
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Sub Total	26,214	-	-
TOTAL BUDGET	\$ 321,553	\$ 308,275	\$ 303,410

GENERAL GOVERNMENT FUNCTION EXPENSE Fiscal Year 2017



Description: This pie chart highlights the relationship between the department "Municipal Court" and the other departments within the General Government Functional Area.

BUDGET SUMMARY

Fund	Function	Municipal Court	Department Number 4	
General				
	Expend. Class	Actual 2014-15	Budgeted 2015-16	Proposed 2016-17
	Personnel Services	\$ 208,114	\$ 246,725	\$ 229,615
	Supplies	3,698	4,880	4,490
	Maintenance	8,857	14,100	14,500
	Services	26,029	29,635	30,340
	Sundry Charges	4,479	7,995	7,950
	Capital Outlay	4,140	-	-
	TOTAL ALL ACCOUNTS	\$ 255,317	\$303,335	\$ 286,895

PERSONNEL ALLOCATION

Classification	Salary Range	Pay Level	Employees	
			Present	Proposed
Court Administrator	5,136 to 5,617	26	1.00	1.00
Senior Clerk	4,038 to 4,416	19	2.00	2.00
Part-time	1 at 20.00 hour			
TOTAL			3.00	3.00

Mission Statement

To provide swift and impartial disposition of misdemeanor criminal matters arising within the corporate limits of Snyder under the laws of the City of Snyder (City Charter and Ordinance) and of the State of Texas where the fine does not exceed \$2,000.00.

Description

The Municipal Court activity includes daily and monthly reports on traffic and parking tickets and criminal cases filed in Municipal Court, computerized citation and payment entries, processing Defensive Driving Course (DDC) applicants, processing extension on tickets, dismissals upon completion of DDC, Deferred Dispositions, processing failure to appear letters on tickets past 20 days, issuing warrants for which enforcement is provided by police officers serving them, providing for additional trials, preparing complaint forms for trial, notifying witnesses and attorneys, subpoena officers, sending out jury notices. Legal matters are handled by retainer.

Goals

To prepare for: (1) Fair and impartial legal proceedings; (2) The efficient handling of office procedures and citizen inquiries, to cooperate with other agencies; (3) The enforcement of municipal ordinances; and, (4) The promotion of public safety and order.

Objectives

1. To provide a fair and competent Judge to conduct legal proceedings.
2. To provide adequate notice (10 days) of trials to defendants and witnesses.
3. To refer appropriate offenders to Defensive Driving courses.
4. To reduce the number of outstanding warrants.
5. Reduce the number of trials on docket.

Indicators

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>
1. Total dispositions prior to court appearance or trial.	1,659	1,145	1,484
2. Total dispositions at court appearance or trial.	163	713	1,075
3. Number of cases dismissed through Defensive Driving.	146	115	148
4. Number of warrants issued.	712	430	903
5. Number of cases dismissed for presenting proof of insurance.	93	44	50
6. Number of cases dismissed through compliance by remedied defect or nuisance.	280	182	228
7. Warrants for Fire, Health and Code Inspection			16

Activity Summary (Cases Filed)

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>
1. State Law (PI, D/C, etc.)	396	285	
2. City Ordinances	106	59	
3. Parking Citations	96	38	
4. Traffic Citations	2,114	1,880	
Total Cases	2,712	2,262	
Total Fees/Fines Revenue	\$286,670	\$265,572	

Traffic

	<u>2014-15</u>
1. Non-Parking	2,559
2. Parking	16
3. City Ordinance	1

Non-Traffic

	<u>2014-15</u>
1. Penal Code	257

2. Other State Law	162
3. City Ordinance	167
Total Cases	3,162
Total Fees/Fines Revenue	\$243,401

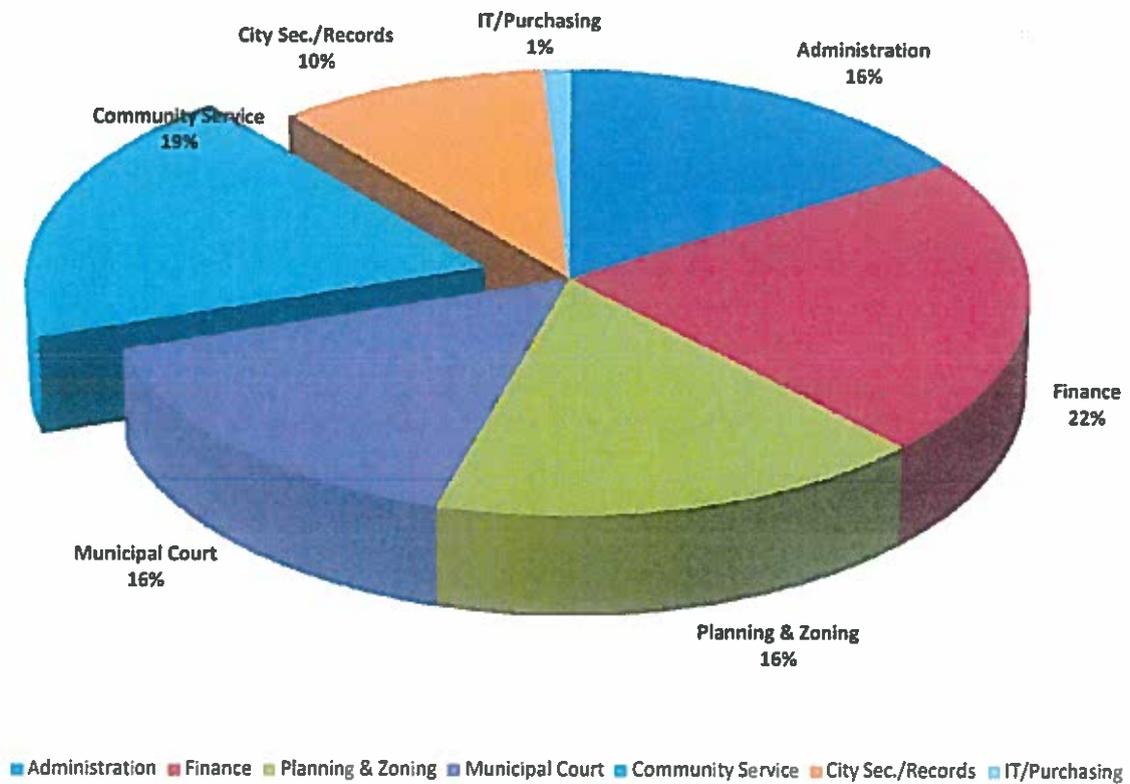
MUNICIPAL COURT - DEPARTMENT NO. 4

EXPENDITURES - FUND 01

	ACTUAL 2014-2015	BUDGETED 2015-2016	PROPOSED 2016-2017
PERSONNEL SERVICES			
604-101 SUPERVISION	60,600	61,630	62,870
604-102 CLERICAL	87,040	96,910	99,335
604-103 OPERATIONS	-	-	-
604-105 LONGEVITY	1,535	1,675	1,820
604-106 OVERTIME	1,175	1,000	1,000
604-107 PART-TIME	-	20,000	-
604-108 FICA EXPENSE	9,322	11,235	10,230
604-109 TMRS EXPENSE	25,518	26,925	26,505
604-110 INSURANCE EXPENSE	23,833	24,720	25,460
604-111 MEDICARE EXPENSE	2,180	2,630	2,395
604-112 ACCRUED COMP. ABSENCES	-	-	-
Sub Total	211,203	246,725	229,615
SUPPLIES & MATERIALS			
604-201 OFFICE SUPPLIES	3,033	4,000	4,000
604-202 FORMS	-	250	250
604-208 JANITORIAL SUPPLIES	220	250	240
604-215 OTHER SUPPLIES	69	380	-
Sub Total	3,322	4,880	4,490
MAINTENANCE OF BUILDINGS			
604-301 BUILDINGS & GROUNDS	19	200	100
Sub Total	19	200	100
MAINTENANCE OF EQUIPMENT			
604-403 MAINTENANCE OF EQUIPMENT	206	-	240
604-407 SOFTWARE MAINTENANCE	9,082	13,900	14,160
Sub Total	9,288	13,900	14,400
MISCELLANEOUS SERVICES			
604-501-01 TELEPHONE	1,167	1,140	1,655
604-501-02 CELLULAR	-	-	-
604-501-03 INTERNET	1,598	1,590	1,590
604-502 RENTAL OF EQUIPMENT	833	815	815
604-503 INSURANCE	-	140	-

	ACTUAL 2014-2015	BUDGETED 2015-2016	PROPOSED 2016-2017
604-504 SPECIAL SERVICES	2,095	1,700	2,000
604-505 ADVERTISING	150	1,100	1,100
604-506 BUSINESS & TRANSPORTATION	349	4,000	4,000
604-508 FEE BASIS SERVICES	18,000	18,000	18,000
604-510 CONTRACTUAL SERVICES	108	100	100
604-512 DATA PROCESSING	7,860	-	-
604-516 JURY PAYMENTS	450	1,050	1,080
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Sub Total	32,610	29,635	30,340
SUNDRY CHARGES			
604-601 TRAINING & EDUCATION	733	3,000	3,000
604-602 MEMBERSHIP & SUBSCR.	316	300	300
604-604 WORKER'S COMP.	464	475	430
604-605 UNEMPLOYMENT	21	-	-
604-606 FREIGHT EXPENSE	-	150	150
604-607 PRINTING EXPENSE	-	470	470
604-608 BAD DEBT/CHARGE OFFS	-	3,600	3,600
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Sub Total	1,534	7,995	7,950
CAPITAL OUTLAY			
604-901 OFFICE EQUIPMENT	3,846	-	-
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Sub Total	3,846	-	-
NON CAPITALIZED EQUIPMENT			
604-905 NON CAPITLIZED EQUIPMENT	1,870	-	-
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Sub Total	1,870	-	-
TOTAL BUDGET	\$ 263,692	\$ 303,335	\$ 286,895

GENERAL GOVERNMENT FUNCTION EXPENSE Fiscal Year 2017



Description: This pie chart highlights the relationship between the department "Community Service" and the other departments within the General Government Functional Area.

BUDGET SUMMARY

Fund	Function	Department Number		
		5		
General		Community Services		
	Expend. Class	Actual 2014-15	Budgeted 2015-16	Proposed 2016-17
	Personnel Services	\$ -	\$ -	\$ -
	Supplies	11,313	6,250	6,250
	Maintenance	1,029	1,400	1,640
	Services	325,974	330,235	332,520
	Sundry Charges	5,048	7,025	5,110
	Capital Outlay	75,752	111,000	3,500
	TOTAL ALL ACCOUNTS	<u>\$ 419,116</u>	<u>\$ 455,910</u>	<u>\$ 349,020</u>

Mission Statement

It is the mission of this department to provide support for Community Service Projects, City Elections, Senior Citizens' Center, Intergovernmental Contracts, and City Council projects as needed.

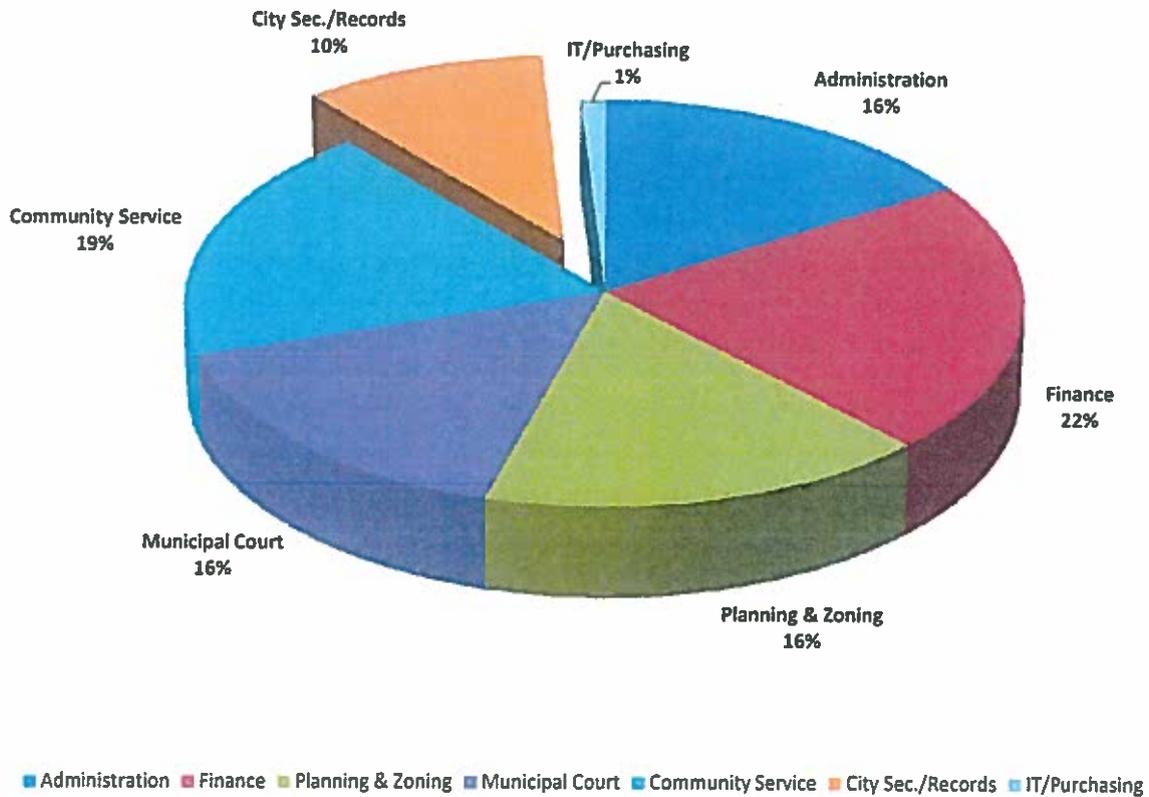
COMMUNITY SERVICE - DEPARTMENT NO. 5

EXPENDITURES - FUND 01

	ACTUAL 2014-2015	BUDGETED 2015-2016	PROPOSED 2016-2017
SUPPLIES & MATERIALS			
605-201 OFFICE SUPPLIES	708	350	350
605-202 FORMS-PROCEDURAL	-	-	-
605-205 TIRES AND TUBES	893	600	600
605-206 MOTOR VEHICLES SUPPLIES	150	200	200
605-207 MINOR TOOLS & APPR.	-	-	-
605-208 JANITORIAL SUPPLIES	2	100	100
605-210 BOTANICAL & AGRICUL.	-	-	-
605-211 ELECTION SUPPLIES	3,273	5,000	5,000
605-215 OTHER SUPPLIES	22	-	-
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Sub Total	5,048	6,250	6,250
MAINTENANCE OF BUILDINGS			
605-301 BUILDINGS & GROUNDS	1,950	1,300	1,300
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Sub Total	1,950	1,300	1,300
MAINTENANCE OF EQUIPMENT			
605-403 MAINTENANCE OF EQUIPMENT	206	-	240
605-404 AUTOMOTIVE EQUIPMENT	15	100	100
605-406 MINOR TOOLS & APPR.	-	-	-
605-407 SOFTWARE MAINTENANCE	11	-	-
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Sub Total	232	100	340
MISCELLANEOUS SERVICES			
605-501-02 CELLULAR	491	900	900
605-501-03 INTERNET	1,508	1,590	1,590
605-502 RENTAL OF EQUIPMENT	285	235	235
605-503 INSURANCE	13,243	14,000	12,000
605-504 SPECIAL SERVICES	24,418	16,000	16,375
605-505 ADVERTISING	4,261	4,000	4,000
605-506 BUSINESS & TRANSPORTATION	3,939	1,500	3,500
605-508 FEE BASIS SERVICES	88,407	85,000	85,000
605-510 CONTRACTUAL SERVICES	139,765	170,000	141,920
605-512 DATA PROCESSING	-	-	-
605-514 TAX COLLECTION	10,849	11,000	11,000
605-518 DEMOLITION COSTS	340,020	26,010	56,000
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Sub Total	627,186	330,235	332,520

	ACTUAL 2014-2015	BUDGETED 2015-2016	PROPOSED 2016-2017
SUNDRY CHARGES			
605-601 TRAINING & EDUCATION	1,076	1,000	-
605-602 MEMBERSHIP & SUBSCR.	3,196	5,000	5,000
605-604 WORKERS COMPENSATION	921	925	10
605-606 FREIGHT EXPENSE	27	100	100
605-607 PRINTING EXPENSE	-	-	-
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Sub Total	5,220	7,025	5,110
CAPITAL OUTLAY			
605-701 BUILDINGS	25,292	90,000	-
605-751 LAND	25,000	-	-
605-806 OTHER IMPROVEMENTS	-	-	-
605-901 OFFICE EQUIPMENT	-	21,000	3,500
605-902 AUTOMOTIVE EQUIPMENT	-	-	-
605-903 MACHINERY & OTHER EQUIP.	-	-	-
	<hr/>	<hr/>	<hr/>
Sub Total	50,292	111,000	3,500
 TOTAL BUDGET	 \$ 689,928	 \$ 455,910	 \$ 349,020

**GENERAL GOVERNMENT FUNCTION EXPENSE
Fiscal Year 2017**



Description: This pie chart highlights the relationship between the department "City Secretary/Records" and the other departments within the General Government Functional Area.

BUDGET SUMMARY

Fund	Function	Department Number		
General		6		
		City Secretary/Records Management		
Expend. Class	Actual 2014-15	Budgeted 2015-16	Proposed 2016-17	
Personnel Services	\$ 153,196	\$ 153,670	\$ 158,415	
Supplies	3,346	4,855	4,325	
Maintenance	1,555	5,755	6,590	
Services	9,949	13,030	7,800	
Sundry Charges	494	710	740	
Capital Outlay	-	1,100	5,850	
Non Capital Equipment	-	225	750	
TOTAL ALL ACCOUNTS	\$ 168,540	\$179,345	\$ 184,470	

PERSONNEL ALLOCATION

Classification	Salary Range	Pay Level	Employees	
			Present	Proposed
City Secretary	5,136 to 5,617	26	1.00	1.00
Sr. Clerk(Records)/Dep. City Secretary	4,038 to 4,416	19	1.00	1.00
TOTAL			2.00	2.00

Mission Statement

To insure that the City adheres to state and federal laws as they apply to public information and records control schedules. Also adhere to Open Meetings Act regarding City Council Meetings. Included in this department are the City Secretary duties.

Description

The Records Management activity includes daily filing and retrieval of city records located in the vault for safekeeping, scanning documents into the Laserfiche program for retrieval, destruction of records that have met the retention date, and ensuring information is made available to the public, and handling all public information requests in compliance with the Texas Public Information Act.

The City Secretary or Deputy City Secretary shall attend all meetings of the City Council, Building Standards Commission, and keep accurate minutes of its proceedings; shall preserve and keep in order all books, papers, documents, records, and files of the City Council; shall have custody of the seal of the City; shall ensure compliance with the Texas Open Meetings Act. The City Secretary shall be in charge of all City election services to voters and candidates so that they may be involved in the decision making process.

Goals

1. To provide for an efficient and economic records management program that will afford ease in creation, maintenance, retrieval and disposition of all city records regardless of format.
2. Make information available to the public in a timely manner.
3. Protect information that is confidential by law.
4. To get all city records on Laserfiche.
5. Ensure that all City Council Agendas are posted correctly and posted on the City’s website.

Objectives

1. Continue improvements in the recording and safe-keeping of city records.
2. Scan all city records on Laserfiche program.
3. Maintain reports archived from Incode.
4. Properly dispose of records when retention is reached.
5. Provide support, assistance, and information to the City Council so that they have the resources they need to make decisions.

Indicators

	<u>2012-2013</u>	<u>2013-2014</u>	<u>2014-2015</u>
Public information requests	120	159	125
Number of records laserfiche	44,220	29,510	9,410
Number of records disposed	5,759	915	348
City Council agendas prepared	29	26	20
Planning & Zoning agendas prepared	0	6	2
Building Standards Commission agendas prepared	0	4	7
Municipal election held	1	1	1

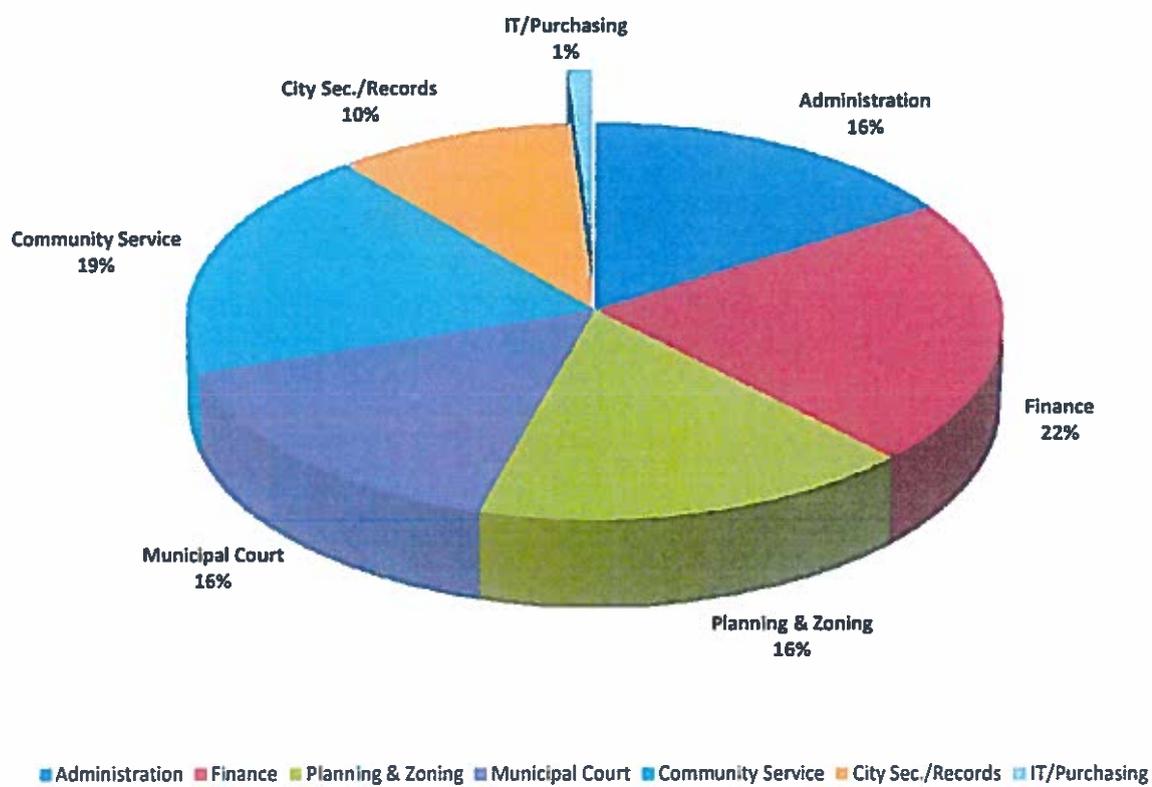
CITY SECRETARY/RECORDS - DEPARTMENT NO. 6

EXPENDITURES - FUND 01

	ACTUAL 2014-2015	BUDGETED 2015-2016	PROPOSED 2016-2017
PERSONNEL SERVICES			
606-101 SUPERVISION	66,531	59,930	62,870
606-102 CLERICAL	47,827	48,455	49,430
606-103 OPERATIONS	-	-	-
606-104 MAINTENANCE	-	-	-
606-105 LONGEVITY	662	340	435
606-106 OVERTIME	833	1,600	1,600
606-108 FICA EXPENSE	7,065	6,840	7,090
606-109 TMRS EXPENSE	19,645	18,425	18,360
606-110 INSURANCE EXPENSE	15,881	16,480	16,970
606-111 MEDICARE EXPENSE	1,652	1,600	1,660
606-112 ACCRUED COMP. ABSENCES	-	-	-
Sub Total	160,096	153,670	158,415
SUPPLIES & MATERIALS			
606-201 OFFICE SUPPLIES	1,558	4,430	4,000
606-202 FORMS	-	100	-
606-208 JANITORIAL SUPPLIES	223	250	250
606-215 OTHER SUPPLIES	69	75	75
Sub Total	1,850	4,855	4,325
MAINTENANCE OF BUILDINGS			
606-301 BUILDINGS & GROUNDS	246	175	175
Sub Total	246	175	175
MAINTENANCE OF EQUIPMENT			
606-401 OFFICE EQUIPMENT	-	340	345
606-403 MAINTENANCE OF EQUIPMENT	206	-	240
606-407 SOFTWARE MAINTENANCE	1,807	5,240	5,830
Sub Total	2,013	5,580	6,415
MISCELLANEOUS SERVICES			
606-501-01 TELEPHONE	1,336	1,400	970
606-501-02 CELLULAR	-	-	-
606-501-03 INTERNET	1,598	1,590	1,595
606-502 RENTAL OF EQUIPMENT	833	815	820
606-503 INSURANCE	140	75	165
606-504 SPECIAL SERVICES	288	150	150

	ACTUAL 2014-2015	BUDGETED 2015-2016	PROPOSED 2016-2017
606-505 ADVERTISING	-	500	-
606-506 BUSINESS & TRANSPORTATION	2,986	3,700	4,000
606-508 FEE BASIS SERVICES	-	3,200	-
606-510 CONTRACTUAL SERVICES	108	100	100
606-512 DATA PROCESSING	-	1,500	-
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Sub Total	7,289	13,030	7,800
SUNDRY CHARGES			
606-602 MEMBERSHIP & SUBSCR.	226	210	400
606-604 WORKER'S COMP.	308	350	290
606-605 UNEMPLOYMENT	-	-	-
606-606 FREIGHT EXPENSE	25	50	50
606-607 PRINTING EXPENSE	-	100	-
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Sub Total	559	710	740
CAPITAL OUTLAY			
606-901 OFFICE EQUIPMENT	976	1,100	5,850
606-905 NON CAPITALIZED EQUIPMENT	1,230	225	750
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Sub Total	2,206	1,325	6,600
 TOTAL BUDGET	 \$ 174,259	 \$ 179,345	 \$ 184,470

GENERAL GOVERNMENT FUNCTION EXPENSE Fiscal Year 2017



Description: This pie chart highlights the relationship between the department "IT/Purchasing" and the other departments within the General Government Functional Area.

BUDGET SUMMARY

Fund	Function	Department Number		
		7		
		Purchasing/Data Processing		
General				
	Expend. Class	Actual 2014-15	Budgeted 2015-16	Proposed 2016-17
	Personnel Services	\$ 93,709	\$ 91,335	\$ 93,360
	Supplies	2,221	2,250	2,250
	Maintenance	17,650	16,260	15,830
	Services	8,242	19,100	6,560
	Sundry Charges	576	465	530
	Capital Outlay	11,585	7,600	-
	Non Capital Equipment	-	500	500
	TOTAL ALL ACCOUNTS	<u>\$ 133,983</u>	<u>\$ 137,510</u>	<u>\$ 119,030</u>

PERSONNEL ALLOCATION

Classification	Salary Range	Pay Level	Employees	
			Present	Proposed
Dept. Head	5,136 to 5,617	26	1.00	1.00
Inventory Control	3,639 to 3,979	16	Shown in Dept. 80	
TOTAL			1.00	1.00

Mission Statement

To insure that the City adheres to state and federal laws as they apply to purchasing. The Data Processing Department maintains all computer hardware and is familiar with software applications within all departments of the City of Snyder.

Description

The Purchasing/Data Processing Department is responsible for purchasing activities and inventory control at the barn and for assisting any user with any problems that they may have with their computer equipment or printers. This department is also responsible for any software updates or new software that is required to run correctly. Data Processing also installs new hardware along with copying any existing files from one computer to another. Also keeps track of equipment warranties on all computers within the City. Data Processing also checks on any upgrades to run the most current release of Incode software. Protects

the security of the computer system with up to date anti-virus software. Maintaining the vehicle software and keeping track of the fleet inventory within the city fuel card system, City's PEG Channel and the City's Web Page. Updating and maintenance of GIS mapping system.

Goals

1. To maintain performance and security of the computer system.
2. Provide assistance to all employees within the City for any computer problem.
3. To control inventory at the Barn.

Objectives

1. To provide an up to date inventory of all hardware within all departments.
2. To keep the performance of the computer system at optimum level and to continue to provide any assistance needed by users.
3. To make all purchases as required by the specification for the best price that is most advantageous to the City of Snyder.

Indicators

	<u>2012-2013</u>	<u>2013-2014</u>	<u>2014-2015</u>
Number of PO's issued	405	460	347

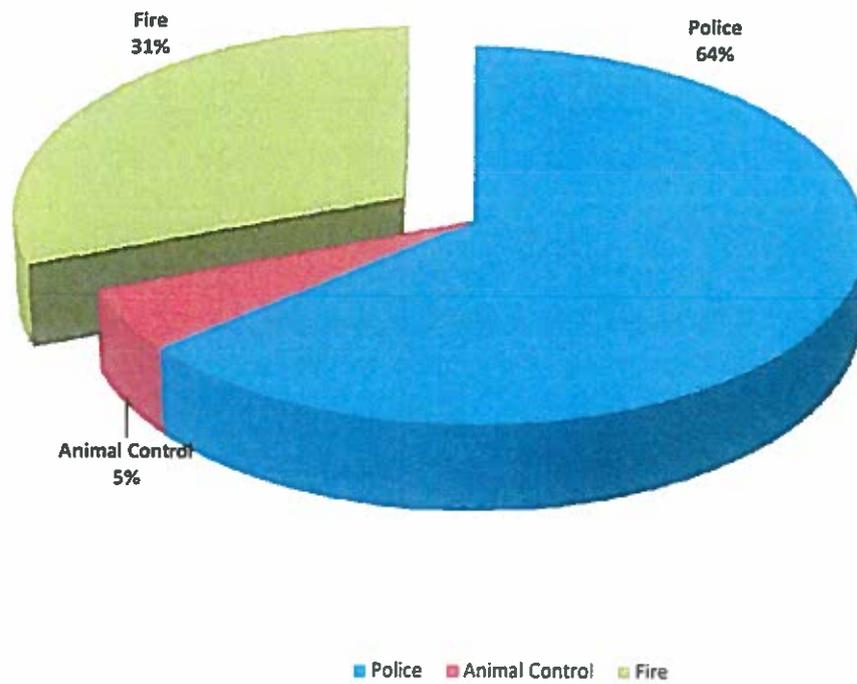
IT / PURCHASING - DEPARTMENT NO. 7

EXPENDITURES - FUND 01

	ACTUAL 2014-2015	BUDGETED 2015-2016	PROPOSED 2016-2017
PERSONNEL SERVICES			
607-101 SUPERVISION	62,248	61,630	62,870
607-102 CLERICAL	-	-	-
607-103 OPERATIONS	-	-	-
607-105 LONGEVITY	643	690	735
607-106 OVERTIME	6,587	4,500	5,000
607-108 FICA EXPENSE	4,146	4,145	4,255
607-109 TMRS EXPENSE	11,798	11,160	11,020
607-110 INSURANCE EXPENSE	7,922	8,240	8,485
607-111 MEDICARE EXPENSE	970	970	995
Sub Total	94,314	91,335	93,360
SUPPLIES & MATERIALS			
607-201 OFFICE SUPPLIES	1,274	2,000	2,000
607-208 JANITORIAL SUPPLIES	265	250	250
607-215 OTHER SUPPLIES	22	-	-
Sub Total	1,561	2,250	2,250
MAINTENANCE OF BUILDINGS			
607-301 BUILDINGS & GROUNDS	277	50	50
Sub Total	277	50	50
MAINTENANCE OF EQUIPMENT			
607-401 OFFICE EQUIPMENT	2,116	1,430	-
607-403 MAINTENANCE OF EQUIPMENT	206	-	240.00
607-407 SOFTWARE MAINTENANCE	19,466	14,780	15,540
Sub Total	21,788	16,210	15,780
MISCELLANEOUS SERVICES			
607-501-01 TELEPHONE	745	750	660
607-501-02 CELLULAR	152	400	175
607-501-03 INTERNET	1,598	1,590	1,590
607-502 RENTAL OF EQUIPMENT	833	1,060	835
607-504 SPECIAL SERVICES	-	11,800	200

	ACTUAL 2014-2015	BUDGETED 2015-2016	PROPOSED 2016-2017
607-506 BUSINESS & TRANSPORTATION	1,990	3,400	3,000
607-510 CONTRACTUAL SERVICES	108	100	100
607-512 DATA PROCESSING	-	-	-
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Sub Total	5,426	19,100	6,560
607-602 MEMBERSHIPS & SUBSCRIPTIONS	-	50	50
607-604 WORKER'S COMP.	471	415	480
607-605 UNEMPLOYMENT	-	-	-
607-606 FREIGHT EXPENSE	40	-	-
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Sub Total	511	465	530
CAPITAL OUTLAY			
607-901 OFFICE EQUIPMENT	-	7,600	-
607-905 NON CAPITALIZED EQUIPMENT	482	500	500
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Sub Total	482	8,100	500
TOTAL BUDGET	\$ 124,359	\$ 137,510	\$ 119,030

PUBLIC SAFETY FUNCTION EXPENSE
Fiscal Year 2017



Description: This pie chart highlights the relationship between the department "Fire" and the other departments within the Public Safety Functional area.

BUDGET SUMMARY

Fund	Function	Police	Department Number	
General	Public Safety		16	
Expend. Class		Actual	Budgeted	Proposed
		2014-15	2015-16	2016-17
Personnel Services		\$ 1,706,834	\$ 1,993,240	\$ 2,034,805
Supplies		90,083	102,550	99,350
Maintenance		64,895	63,650	68,765
Services		53,687	71,945	72,105
Sundry Charges		141,088	152,470	116,680
Capital Outlay		107,315	177,800	158,800
Non Capitalized Equipment		-	1,500	1,500
TOTAL ALL ACCOUNTS		\$ 2,163,902	\$ 2,563,155	\$ 2,552,005

PERSONNEL ALLOCATION

Classification	Salary Range	Pay Level	Employees	
			Present	Proposed
Chief	Unclassified	N/A	1.00	1.00
Lieutenant	5,697 to 6,231	29	1.00	1.00
Sergeant	4,795 to 5,243	24	6.00	6.00
Corporal	4,327 to 4,732	21	4.00	4.00
Patrolman	4,038 to 4,416	19	10.00	10.00
Senior Clerk	4,038 to 4,416	19	1.00	2.00
Secretary/Receptionist	3,283 to 3,591	13	1.00	0.00
Clerk	2,961 to 3,239	10	1.00	1.00
Part-time	1 at 7.25 hour			
TOTAL			25.00	25.00

Mission Statement

The mission of the Snyder Police Department is to effectively and efficiently provide a safe community for people to live, work and visit. To preserve for all citizens, the right guaranteed by the U.S. and Texas Constitutions. Enforce the laws of the State of Texas, and the Ordinances of the City of Snyder. Preserve the peace and provide needed community services with the highest level of professionalism and ethical standards.

Description

The Snyder Police Department currently consists of twenty-three (23) total personnel and is broken down as follows: Chief of Police; Lieutenant; six (6) Sergeants; four (4) Corporals; twelve (12) Police Officers; one (1) Senior Clerk; one (1) Secretary/Receptionist, and one (1) Clerk.

At the current time, the Department is split into three (3) distinct divisions. These are: Patrol, Criminal Investigations and Special Services/School Resource.

The Department currently maintains a fleet of twenty-three (23) vehicles. A police vehicle is assigned to each police officer as of March 1, 1997.

Activities of the Police Department include traffic law enforcement, traffic accident investigation, criminal investigation, narcotic and dangerous drug investigation and response to calls for service received on a day to day 24-hour a day basis.

Other activities include maintenance of criminal records and files, as well as arrest records and files. Also included are completion and filing of local/state/federal reports (monthly and annually), grand jury and court appearances, funeral and other escorts. The Special Services Division works closely with all segments of the community to act on prevention and education activities.

Goals and Objectives

1. Continue to expand Community relations through activities and functions so crime education is provided to the citizens and business of Snyder.
2. Continue to expand on narcotic law enforcement by adding an additional officer, vehicle and drug dog in the future.
3. Continue to respond for calls in a timely manner, and proactively patrol neighborhoods and businesses as well as enforce traffic law of the State of Texas.
4. Increase training levels and raise employment standards for police officers. Promote educational advancement of all officers with an emphasis on college degree programs and specialized instructions. Emphasize and promote leadership skills for all officers in department.
5. Make a positive impact on juvenile crime and take whatever steps are necessary to minimize youth involvement in criminal activities
6. Make the Snyder Police Department a model department for police departments of its size by continued purchase of state of the art equipment and the hiring of professional peace officers. Maintain a competitive salary and other appropriate measures to retain trained and qualified officers.

7. Increase the visibility of Police Officers and police units in all areas of the city in an effort to reduce crime through a complete fleet of police vehicles. Officers are encouraged to be easily accessible to all citizens and interact in a positive manner. Use of concentrated patrol in areas identified as high crime or increased traffic infractions will be utilized.
8. Continue to enforce City Ordinances put in place by the City of Snyder.
9. Continue with the School Resource Officer Program by assigning two Snyder Police Officers to the Snyder Independent School District. One officer is assigned to Snyder High School and the other is assigned to Snyder Jr. High. Both officers work to serve Snyder Elementary.
10. Promote community safety and a feeling of security among Snyder residents and visitors to the city done primarily through preservation of public peace.
11. Protect the rights and liberties afforded to all people through the U.S. and Texas Constitution and provide police services to all persons in a fair, honest, prompt and courteous manner.
12. Continue to expand the functions and services of the Special Services Division in order to provide education to the citizens in all phases of crime prevention, safety measures, alcohol and drug prevention and removing impaired drivers from the roadway of the city.
13. Work diligently toward the overall reduction of crime and criminal activity within the City of Snyder.
14. Promote traffic safety programs in an effort to reduce traffic accidents.

Indicators

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>
1. Traffic citations	2,500	2,011	2,708
2. Traffic warnings	3,101	2,781	2,241
3. Traffic accidents	234	236	250
4. DWI	60	48	30
5. DWLS	34	33	75
6. Burglary	139	130	151
7. Theft	250	298	256
8. Criminal mischief	98	57	128
9. Robbery	1	3	0
10. Assault	40	36	35
11. Sexual assault	4	12	13
12. Homicide	2	2	0
13. Juvenile arrest	15	22	11
14. Adult arrest	463	476	478
15. Burglar alarms	518	679	959
16. Emergency messages	3	19	9
17. House watches	59	82	102
18. Open doors/windows	103	82	95
19. Motorist assists	124	112	98
20. In-service Training	26	31	5
A. Traffic	2	4	2
B. Investigations	6	7	0
C. Firearms	1	2	3
D. Specialized	17	18	0

21.	Public Education Programs	51	40	44
	A. Youth	43	35	35
	B. Civic Clubs/Groups	7	5	8
	C. Home Inspections	0	0	0
	D. Business Inspections	0	0	1

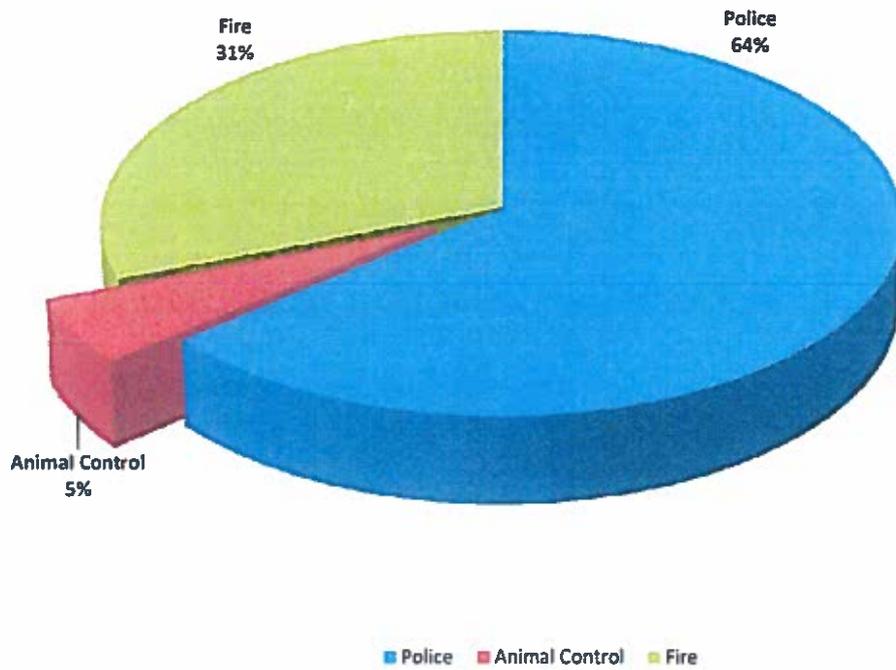
POLICE - DEPARTMENT NO. 16

EXPENDITURES - FUND 01

	ACTUAL 2014-2015	BUDGETED 2015-2016	PROPOSED 2016-2017
PERSONNEL SERVICES			
616-101 SUPERVISION	84,923	86,350	88,070
616-102 CLERICAL	122,806	124,860	136,585
616-103 OPERATIONS	954,939	1,131,470	1,153,115
616-105 LONGEVITY	8,338	9,310	10,250
616-106 OVERTIME	87,624	79,000	79,000
616-107 PART-TIME	4,291	7,250	7,250
616-108 FICA EXPENSE	76,620	89,170	91,405
616-109 TMRS EXPENSE	213,805	238,975	235,605
616-110 INSURANCE EXPENSE	174,981	206,000	212,150
616-111 MEDICARE EXPENSE	17,919	20,855	21,375
616-112 ACCRUED COMP. ABSENCES	-	-	-
Sub Total	1,746,246	1,993,240	2,034,805
SUPPLIES & MATERIALS			
616-201 OFFICE SUPPLIES	8,807	10,000	10,000
616-202 FORMS	1,208	2,000	1,500
616-204 UNIFORM & CLOTHING	7,347	8,700	8,500
616-205 TIRES & TUBES	4,695	4,000	4,500
616-206 MOTOR VEHICLE SUPPLIES	59,250	71,000	65,000
616-207 MINOR TOOLS & APPARATUS	626	300	300
616-208 JANITORIAL SUPPLIES	267	550	550
616-209 CHEMICAL & MECHANICAL SUPPLY	-	-	-
616-210 BOTANICAL & AGRICULTURAL	-	-	-
616-215 OTHER SUPPLIES	1,373	6,000	6,000
616-216 CANINE MAINTENANCE SUPPLIES	-	-	3,000
Sub Total	83,573	102,550	99,350
MAINTENANCE OF BUILDINGS			
616-301 BUILDINGS & GROUNDS	175	500	500
Sub Total	175	500	500
MAINTENANCE OF EQUIPMENT			
616-401 OFFICE EQUIPMENT	1,476	9,825	11,085
616-403 EQUIPMENT	6,297	3,000	3,000
616-404 AUTOMOTIVE EQUIPMENT	21,722	25,000	25,000
616-406 MINOR TOOLS & EQUIPMENT	-	50	50
616-407 SOFTWARE MAINTENANCE	13,161	15,275	21,630
616-411 RADIO INSTALLATION	3,444	10,000	7,500
Sub Total	46,100	63,150	68,265

	ACTUAL 2014-2015	BUDGETED 2015-2016	PROPOSED 2016-2017
MISCELLANEOUS SERVICES			
616-501-01 TELEPHONE	16,960	13,000	17,000
616-501-02 CELLULAR	10,276	14,720	14,720
616-501-03 INTERNET	8,699	13,705	12,365
616-502 RENTAL OF EQUIPMENT	3,227	3,120	3,120
616-503 INSURANCE	14,572	13,200	13,200
616-504 SPECIAL SERVICES	5,575	1,600	1,600
616-505 ADVERTISING	1,090	600	600
616-506 BUSINESS & TRANSPORTATION	407	1,500	1,500
616-508 FEE BASIS SERVICES	645	5,000	2,500
616-509 CUSTODY SUPPORT SERVICES	-	-	-
616-510 CONTRACTUAL SERVICES	-	500	-
616-511-01 ELECTRICITY	-	-	-
616-511-02 GAS	-	-	-
616-512 DATA PROCESSING	5,500	5,000	5,500
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Sub Total	66,951	71,945	72,105
SUNDRY CHARGES			
616-601 TRAINING & EDUCATION	6,851	16,000	16,000
616-602 MEMBERSHIP & SUBSCR.	1,315	1,170	1,170
616-604 WORKER'S COMP.	106,780	134,000	98,510
616-605 UNEMPLOYMENT	-	-	-
616-606 FREIGHT EXPENSE	1,605	1,000	1,000
616-607 PRINTING EXPENSE	-	300	-
616-608 BAD DEBT EXPENSE	6	-	-
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Sub Total	116,557	152,470	116,680
CAPITAL OUTLAY			
616-701 BUILDINGS	-	-	-
616-812 OTHER IMPROVEMENTS	-	-	-
616-901 OFFICE EQUIPMENT	15,083	2,500	2,500
616-902 AUTOMOTIVE EQUIPMENT	382,988	90,000	105,000
616-903 MACHINERY & EQUIPMENT	53,548	85,300	51,300
616-905 NON CAPITALIZED EQUIPMENT	503	1,500	1,500
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Sub Total	452,122	179,300	160,300
TOTAL BUDGET	\$ 2,511,724	\$ 2,563,155	\$ 2,552,005

**PUBLIC SAFETY FUNCTION EXPENSE
Fiscal Year 2017**



Description: This pie chart highlights the relationship between the department "Animal Control " and the other departments within the Public Safety Functional area.

BUDGET SUMMARY

Fund General	Function Public Safety	Animal Control	Department Number 17	
Expend. Class		Actual 2014-15	Budgeted 2015-16	Proposed 2016-17
Personnel Services		\$ 157,506	\$ 163,050	\$ 166,750
Supplies		14,360	19,350	21,400
Maintenance		4,875	7,930	8,155
Services		15,197	18,465	18,200
Sundry Charges		3,685	4,900	4,290
Capital Outlay		-	32,700	-
Non Capital Equipment		946	-	-
TOTAL ALL ACCOUNTS		\$ 196,569	\$ 246,395	\$ 218,795

PERSONNEL ALLOCATION

Classification	Salary Range	Pay Level	Employees	
			Present	Proposed
Animal Control Officer	3,060 to 3,347	11	2.00	2.00
Laborer	2,669 to 2,920	7	1.00	1.00
TOTAL			3.00	3.00

Mission Statement

The City of Snyder Animal Control Services' mission is to protect the health and safety of our citizens, to promote responsible pet ownership, prevent the spread of animal borne diseases, reduce the number of nuisance animals roaming throughout the city, to provide a temporary shelter for stray, unwanted or injured animals, to increase pet adoptions and reunite lost pets with their owners. All these activities shall be done in compliance with Federal, State and Local ordinances and regulations in a humane and professional manner

Description

The department is responsible for enforcement of all city codes and ordinances pertaining to animals, and for the apprehension and control of stray animals within the city limits.

The department has two full-time animal control officers who regularly patrol the city and respond to calls for service regarding animal complaints from citizens, apprehend and impound animals running at

large, pick up dead and injured animals, provide education to citizens on animal control issues and issue citations to pet owners who are found to be in violation of a city animal code or ordinance.

This department also maintains the animal control facility that is staffed by one full-time shelter employee, who maintains the shelter and cares for the animals that are housed in the facility.

Goals

1. To promote animal care to the general public through education.
2. Prevent the spread of disease through animals.
3. Minimize the inconvenience to the public from stray animals.
4. Provide timely response to the public concerning animal complaints.
5. Increase code enforcement of the leash law.
6. Increase the number of pets adopted.
7. Decrease the number of animals to be destroyed.

Objectives

1. Reduce the stray animal and livestock population within the city by increasing the number of animal patrols per year, the number of animals impounded, and the number of citations issued.
2. Decrease the number of dead animals picked up from city streets.
3. Continue to provide a community education program on pet problems and rabies for newspaper, radio and talks to schools and civic groups.
4. To utilize the new website.

Indicators

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>
1. Animals picked up	1,268	1,077	1,082
2. Animals reclaimed	165	156	173
3. Animals destroyed	834	951	575
4. Animals died in pound	24	12	25
5. Dead animals picked up	334	311	412
6. Animal bite cases	43	28	27
7. Ordinance enforcements	77	79	142
8. Dog running at large citations	42	18	53
9. Failure to vaccinate for rabies citations	21	12	28
10. Pound fees collected	\$8,804	\$9,159	\$8,375
11. Dog tags sold	\$ 164	\$ 184	\$ 126
12. Micro chip fees	\$4,185	\$ 630	\$ 345

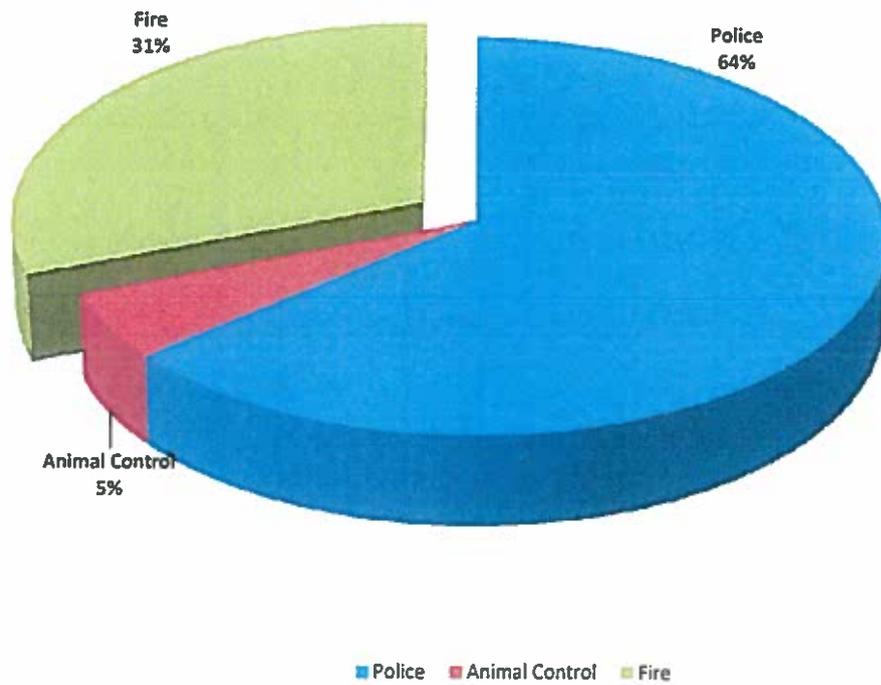
ANIMAL CONTROL - DEPARTMENT NO. 17

EXPENDITURES - FUND 01

	ACTUAL 2014-2015	BUDGETED 2015-2016	PROPOSED 2016-2017
PERSONNEL SERVICES			
617-103 OPERATIONS	60,060	73,920	75,865
617-104 MAINTENANCE	30,805	31,730	32,665
617-105 LONGEVITY	964	1,090	1,185
617-106 OVERTIME	3,853	4,500	4,500
617-107 PARTTIME	-	-	-
617-108 FICA EXPENSE	5,796	6,900	7,080
617-109 TMRS EXPENSE	16,181	18,575	18,340
617-110 INSURANCE EXPENSE	20,588	24,720	25,460
617-111 MEDICARE EXPENSE	1,355	1,615	1,655
617-112 ACCRUED COMP. ABSENCES	-	-	-
Sub Total	139,602	163,050	166,750
SUPPLIES & MATERIALS			
617-201 OFFICE SUPPLIES	1,490	2,500	2,500
617-202 FORMS	484	500	500
617-204 UNIFORM & CLOTHING	1,738	1,800	1,800
617-205 TIRES & TUBES	151	1,000	1,000
617-206 MOTOR VEHICLE SUPPLIES	5,317	7,400	7,400
617-207 MINOR TOOLS & APPARATUS	673	250	500
617-208 JANITORIAL SUPPLIES	2,664	2,000	2,500
617-209 CHEMICALS	243	700	500
617-215 OTHER SUPPLIES	-	200	200
617-216 CANINE MAINTENANCE SUPPLIES	1,539	3,000	4,500
Sub Total	14,299	19,350	21,400
MAINTENANCE OF BUILDINGS			
617-301 BUILDINGS & GROUNDS	2,360	5,000	5,000
Sub Total	2,360	5,000	5,000
MAINTENANCE OF EQUIPMENT			
617-401 OFFICE EQUIPMENT	220	-	-
617-403 EQUIPMENT	-	200	200
617-404 AUTOMOTIVE EQUIPMENT	345	1,500	1,500
617-407 SOFTWARE MAINTENANCE	882	930	1,155
617-411 RADIO INSTALLATION	85	300	300
Sub Total	1,532	2,930	3,155

	ACTUAL 2014-2015	BUDGETED 2015-2016	PROPOSED 2016-2017
MISCELLANEOUS SERVICES			
617-501-01 TELEPHONE	1,931	1,800	950
617-501-02 CELLULAR	749	1,000	1,000
617-501-03 INTERNET	3,000	3,165	3,165
617-502 RENTAL	747	750	750
617-503 INSURANCE	1,449	1,600	1,600
617-504 SPECIAL SERVICES	1,209	1,000	1,000
617-505 ADVERTISING EXPENSE	75	150	150
617-506 BUSINESS & TRANSPORTATION	40	500	500
617-508 FEE BASIS SERVICES	-	3,000	3,000
617-509 CUSTODY SUPPORT SERVICES	-	200	200
617-510 CONTRACTUAL SERVICES	-	-	-
617-511-01 ELECTRICITY	4,915	5,300	5,885
617-511-02 GAS	-	-	-
617-512 DATA PROCESSING	-	-	-
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Sub Total	14,115	18,465	18,200
SUNDRY CHARGES			
617-601 TRAINING & EDUCATION	120	500	500
617-602 MEMBERSHIPS & SUBSCRIPTIONS	-	120	120
617-604 WORKER'S COMP.	4,491	3,980	3,470
617-605 UNEMPLOYMENT	-	-	-
617-606 FREIGHT EXPENSE	47	100	100
617-607 PRINTING EXPENSE	-	100	-
617-608 BAD DEBT EXPENSE/CHARGE OFFS	-	100	100
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Sub Total	4,658	4,900	4,290
CAPITAL OUTLAY			
617-701 BUILDINGS	5,479	-	-
617-806 OTHER IMPROVEMENTS	-	-	-
617-901 OFFICE EQUIPMENT	-	1,500	-
617-902 AUTOMOTIVE EQUIPMENT	-	30,000	-
617-903 MACHINERY & OTHER EQUIP.	-	1,200	-
617-905 NON CAPITALIZED EQUIPMENT	-	-	-
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Sub Total	5,479	32,700	-
TOTAL BUDGET	\$ 182,045	\$ 246,395	\$ 218,795

**PUBLIC SAFETY FUNCTION EXPENSE
Fiscal Year 2017**



Description: This pie chart highlights the relationship between the department "Fire" and the other departments within the Public Safety Functional area.

BUDGET SUMMARY

Fund General	Function Public Safety	Fire	Department Number 18		
			Actual 2014-15	Budgeted 2015-16	Proposed 2016-17
	Expend. Class				
	Personnel Services	\$ 846,335	\$ 909,925	\$ 919,910	
	Supplies	61,260	81,500	79,700	
	Maintenance	78,875	83,070	68,900	
	Services	101,993	125,285	109,305	
	Sundry Charges	23,832	23,765	23,805	
	Capital Outlay	61,929	68,800	37,000	
	Non Capital Equipment	2,889	-	-	
	TOTAL ALL ACCOUNTS	\$ 1,177,113	\$ 1,292,345	\$ 1,238,620	

PERSONNEL ALLOCATION

Classification	Salary Range	Pay Level	Employees	
			Present	Proposed
Chief	Unclassified	N/A	1.00	1.00
Deputy Fire Marshall/Arson Investigator	5,136 to 5,617	26	1.00	1.00
Deputy Fire Marshall/Deputy EMC	4,634 to 5,068	23	1.00	1.00
Lieutenant	4,038 to 4,416	19	2.00	2.00
Fireman	3,770 to 4,123	17	6.00	6.00
TOTAL			11.00	11.00

Mission Statement

To serve and protect lives and property in Snyder and Scurry County from loss due to fire, natural and/or man-made disasters, mishaps and terrorism. To provide prompt response and suppression of fires while rendering the scene safe. To provide advanced level rescue capability, both confined space and high angle. To provide "all hazard" emergency management for all situations within the City of Snyder and Scurry County, through training, mitigation, preparation, planning, response and recovery. To meet the

intent of the National Incident Management Plan related to Homeland Security, and to enforce state and local laws regarding fire safety and fire prevention while providing fire education at various levels.

Description

The Snyder Fire Department is comprised of 10 paid fire personnel, working in conjunction with the Snyder Volunteer Fire Department Inc., a volunteer organization. The Chief for the Snyder Fire Department is also the Chief for the SVFD. Total personnel include: 1 Chief, who also serves as the Snyder/Scurry County Emergency Management Coordinator and Fire Marshal, 1 Deputy Fire Marshal/Arson Investigator, 1 Deputy Fire Marshall/Deputy EMC, 3 Volunteer Captains, 5 Lieutenants (2 paid, 3 volunteer), 5 paid Firefighters, and approximately 32 additional volunteer firefighters. The SVFD functions as a 1st response agency for the local EMS through several of its members. Of the total personnel, there are approximately 5 Paramedics, 2 EMT-Intermediates, 12 EMTs and 2 ECA's. All paid personnel are required to maintain ECA (or higher) certification with the State Department of Health Services. Several paid firefighters are certified Fire Department instructors, and certification range from Basic to Advanced. The Chief, in addition to Advanced TCFP certification, is a certified Paramedic, Certified Fire Investigator (CFI), Certified Wildland Fire Investigator (CWLFI), Level-II Fire Instructor, EMS Program Instructor/Examiner (Paramedic Level), TECLEOSE Instructor and Certified Emergency Manager through EMI/ FEMA Advanced Certification Pending. The Deputy Fire Marshal/Captain, in addition to Advanced TCFP certification, is an EMT, Advanced Certified Peace Officer, Basic TCFD Fire Inspector, Advanced Fire and Arson Investigator, TECLEOSE Instructor and Level-II Fire Instructor. The Deputy Fire Marshal/Deputy EMC is Intermediate TCFP Certified by the Commission, and in basic fire inspection and fire investigation. He also is certified by The Emergency Management Institute as a Basic Emergency Manager. The Chief, Deputy Fire Marshal and Deputy EMC maintain offices in the main station, with normal office hours Monday – Friday.

The Chief/EMC currently maintains all required Emergency Management Documents, and is the chief EM Planner for both the City and County. The Deputy EMC handles the routine practical aspects of Emergency Management operations and planning under the oversight of the Chief. These include local disaster planning and the all hazards EM plan, and the EOC preparedness.

The Fire Marshal's Office is comprised of two full time personnel, one being a peace officer and arson investigator, and the other splits time between the Fire Marshal and Emergency Management, where he serves as the Deputy EMC. Both personnel are responsible for code enforcement, fire prevention and fire investigation.

Fire Operations are from one central station, staffed 24/7/365 by at least two certified paid fire fighters, and this facility houses the 6 primary response apparatus to include three Class-A Engines, one Booster truck, one Tanker truck, and an 85' Tower Ladder (Class-A Engine) which also doubles as the Hazardous Materials Unit. Additionally, a sub-station houses one CAFS (compressed air foam) multi-purpose unit, 7 Brush Fire apparatus (5 owned by the County), two tactical rescue trailers, and a high volume pump trailer. Two water transports (18 wheelers) are also provided by the County. The department has a mobile command and communications vehicle. The central station also houses the emergency management facility, to include 2,000 sq. foot below ground Emergency Operations Center (EOC) and redundant communications equipment for both the City and County emergency response agencies. This is the local warning point for Emergency Management. CATV alert and other public warning systems are controlled from this facility. Additionally, SKYWARN (weather watching/warning) is coordinated out of the EOC by approximately 21 spotters trained annually by the National Weather Service. The Chief serves as one of 8 regional coordinators for the Midland NWS (MAF/NE Region).

Training is conducted primarily in-house by a team of certified fire instructors, both Volunteer and paid. The Deputy Fire Marshal is the certified training coordinator for the SFFMA training program. Training is conducted twice monthly for all personnel, while paid firefighters obtain other required continuing education regularly. A Technical Rescue Training Field is maintained by the VFD at no cost to the City, and a city Fire Suppression Training Facility is maintained adjacent to the rescue training facility. All

volunteer personnel are required to obtain a minimum certification of SFFMA Introductory Certification within one year of joining the department and Certifications range from Introductory to Master.

FCC Licenses Held

Expiration Date

KKV – 620 (Fire)	154.355/153.950	6-18-2022
WNFX – 525 (Emergency Management)	155.100/153.755	2-20-2021

Department communications are compliant with the Federal Communications Commission, and in line with the Texas State Interoperability Plan, and the WCTCOG Regional Communications Plan. The Department is P25 digital capable, and interoperable. The Snyder SVF is likewise interoperable and P25 capable.

Goals

1. To serve all citizens through prevention response, control, and recovery efforts by safeguarding from fires, hazardous materials, natural disasters, and terrorism.
2. To safeguard the general economy and welfare of the community through prevention, protection, and planning of essential industry, business, and both public and private property.
3. To protect individual property, and the economic well being of the citizens from destructive fires, explosions, and other hazards. In meeting this goal, all property deserves to have equivalent degrees of protection, regardless of the geographical location, or monetary value of the property, with life safety as the first goal.

Objectives

1. To provide a performance level that meets or exceeds the expectations of the citizens of Snyder and Scurry County.
2. To provide a life safety level that meets or exceeds the expectations of the citizens of Snyder and Scurry County.
3. To afford a prompt response and adequate stabilization of incidents to an acceptable level of the occupants and/or owners concerned.
4. To suppress fires with the least amount of property damage possible.
5. To provide selected emergency services as related to life safety and property damage, both man made, natural and terrorism related.
6. To meet or exceed performance levels that have been established under a favorable ratio of cost-to-performance effectiveness.
7. To adequately evaluate, mitigate, prepare, plan, respond, and perform all situations under the jurisdiction of Fire.

Indicators

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>
1. Volunteer man-hours	1,562	1,714	2,144
2. Inspections	113	72	44
3. Public Education Programs	27	35	26
4. ISO Rating	3	3	3

Activity Summary

Fire Dept. responses in city	241	230	233
Fire Dept. responses in county	189	222	214
Mutual aid	5	15	16
Weather spotting	0	1	2
	(County)		
Total fire calls	435	467	463

Fire Runs by Type FY 14-15

TYPE	COUNT
Accident	102

Appliance	7
Brush (Primary)	7

Controlled Burn	19
Cotton	2
Dwelling	11
Electrical	33
False Alarm	34
Gas Leak	27
Grass (Primary)	32
Hay	8
Hazardous Mat.	4
Medical	15
Other	5
Petroleum	2
Public Service	36
Rescue	54
Smoke Scare	16
Structure (non dwelling)	6
Trash	14
Tree	2
Vehicle	17
Weather Spotting	2
Table Top Drill	0
Full Scale Drill	3

Fire Runs by Location FY 14-15

Scurry County	
Pct-1	27
Pct-2	76
Pct-3	47
Pct-4	63

City of Snyder	
Mutual Aid	
Borden Co.	3
Fisher Co.	2
Garza Co.	2
Kent Co.	1
Mitchell Co.	3
Nolan Co.	3
Howard Co.	1

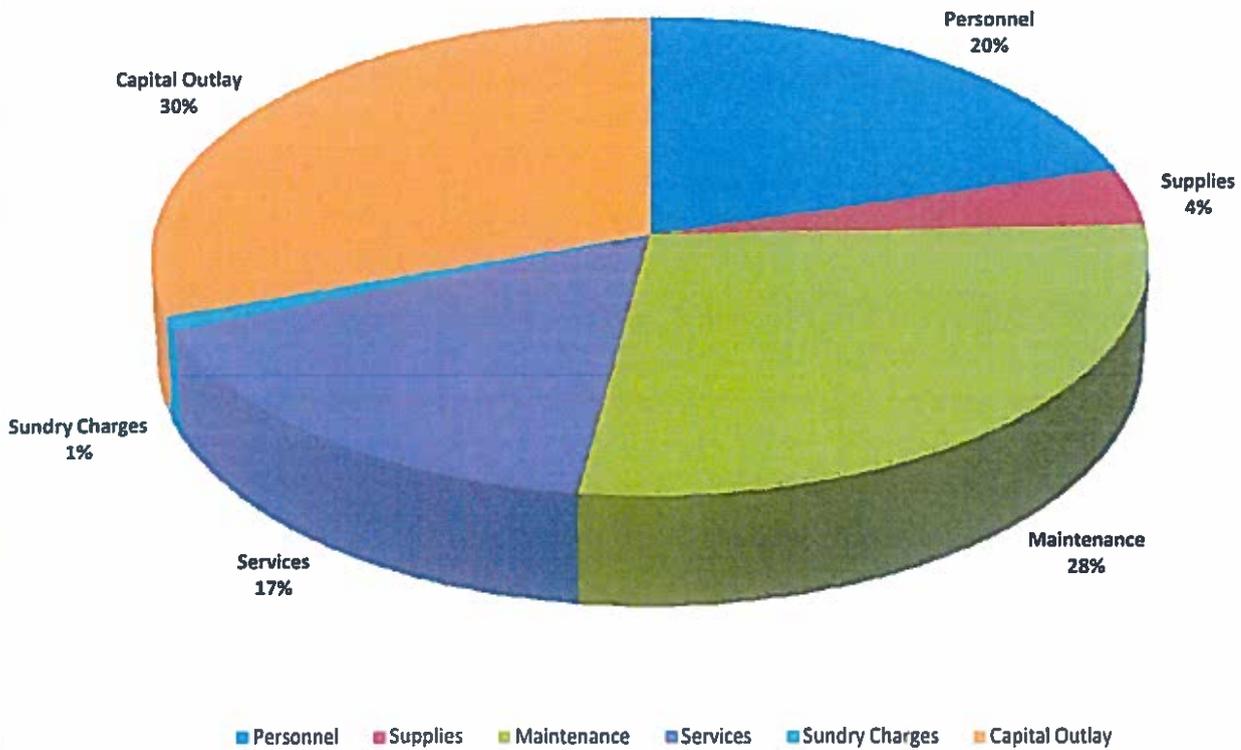
FIRE - DEPARTMENT NO. 18

EXPENDITURES - FUND 01

	ACTUAL 2014-2015	BUDGETED 2015-2016	PROPOSED 2016-2017
PERSONNEL SERVICES			
618-101 SUPERVISION	79,832	81,180	82,800
618-103 OPERATIONS	468,185	502,390	510,550
618-105 LONGEVITY	4,806	5,280	4,795
618-106 OVERTIME	65,512	70,000	70,000
618-108 FICA EXPENSE	37,499	40,850	41,425
618-109 TMRS EXPENSE	104,917	110,030	107,305
618-110 INSURANCE EXPENSE	79,502	90,640	93,345
618-111 MEDICARE EXPENSE	8,770	9,555	9,690
618-112 ACCRUED COMP. ABSENCES	-	-	-
Sub Total	849,023	909,925	919,910
SUPPLIES & MATERIALS			
618-201 OFFICE SUPPLIES	1,324	1,600	1,600
618-204 UNIFORM & CLOTHING	22,847	32,400	32,400
618-205 TIRES & TUBES	5,944	7,700	6,500
618-206 MOTOR VEHICLE SUPPLIES	22,804	25,000	25,000
618-207 MINOR TOOLS & APPARATUS	5,745	5,000	5,000
618-208 JANITORIAL SUPPLIES	1,136	1,600	1,400
618-209 CHEM. & MECH. SUPPLIES	6,000	6,000	6,000
618-215 OTHER SUPPLIES	939	2,200	1,800
Sub Total	66,739	81,500	79,700
MAINTENANCE OF BUILDINGS			
618-301 BUILDINGS & GROUNDS	7,226	17,200	7,300
Sub Total	7,226	17,200	7,300
MAINTENANCE OF EQUIPMENT			
618-401 OFFICE EQUIPMENT	-	-	-
618-402 MACHINERY	-	700	300
618-403 EQUIPMENT	28,251	33,500	31,500
618-404 AUTOMOTIVE EQUIPMENT	20,219	24,000	22,000
618-405 SHOP EQUIPMENT	-	-	-
618-406 MINOR TOOLS & EQUIPMENT	113	600	600
618-407 SOFTWARE MAINTENANCE	3,431	4,070	4,200
618-411 RADIO INSTALLATION	2,554	3,000	3,000
Sub Total	54,568	65,870	61,600

	ACTUAL 2014-2015	BUDGETED 2015-2016	PROPOSED 2016-2017
MISCELLANEOUS SERVICES			
618-501-01 TELEPHONE COMMUNICATION	9,753	8,000	8,000
618-501-02 CELLULAR	2,622	4,000	3,000
618-501-03 INTERNET	3,288	3,625	3,625
618-502 RENTAL OF EQUIPMENT	2,097	1,900	1,980
618-503 INSURANCE	3,559	4,000	4,250
618-504 SPECIAL SERVICES	46,231	77,200	60,000
618-505 ADVERTISING	945	1,500	1,000
618-506 BUSINESS & TRANSPORTATION	4,122	5,000	5,000
618-507 DIESEL FUEL TAX	-	-	-
618-508 FEE BASIS SERVICE	1,455	500	500
618-510 CONTRACTUAL SERVICE	8,594	4,560	8,945
618-511-01 ELECTRICITY	9,873	11,000	9,505
618-511-02 GAS	3,596	4,000	3,500
618-512 DATA PROCESSING	-	-	-
Sub Total	96,135	125,285	109,305
SUNDRY CHARGES			
618-601 TRAINING & EDUCATION	10,759	10,000	10,000
618-602 MEMBERSHIP & SUBSCRIPTIONS	210	300	300
618-604 WORKER'S COMP.	11,262	12,065	12,505
618-605 UNEMPLOYMENT	-	-	-
618-606 FREIGHT EXPENSE	1,278	1,000	1,000
618-607 PRINTING EXPENSE	-	400	-
Sub Total	23,509	23,765	23,805
CAPITAL OUTLAY			
618-701 BUILDINGS	2,003	-	10,000
618-806 OTHER IMPROVEMENTS	-	-	-
618-901 OFFICE EQUIPMENT	9,779	-	-
618-902 AUTOMOTIVE EQUIPMENT	49,305	-	-
618-903 OTHER EQUIPMENT	61,149	68,800	27,000
618-905 NON CAPITALIZED EQUIPMENT	98	-	-
Sub Total	122,334	68,800	37,000
TOTAL BUDGET	\$ 1,219,534	\$ 1,292,345	\$ 1,238,620

**PUBLIC WORKS EXPENDITURES
Fiscal Year 2017**



Description: This pie chart visually shows the percentage of Street Department expenditures allocated to the various major categories for the Fiscal Year 2016 - 2017

BUDGET SUMMARY

Fund General	Function Public Works	Street & Alley Maintenance	Department Number 25		
Expend. Class			Actual 2014-15	Budgeted 2015-16	Proposed 2016-17
Personnel Services			\$ 198,929	\$ 316,380	\$ 354,415
Supplies			78,908	83,095	67,350
Maintenance			201,893	358,255	480,925
Services			300,992	310,095	286,535
Sundry Charges			12,410	14,255	17,560
Capital Outlay			229,303	340,500	526,000
TOTAL ALL ACCOUNTS			<u>\$ 1,022,435</u>	<u>\$ 1,422,580</u>	<u>\$ 1,732,785</u>

PERSONNEL ALLOCATION

Classification	Salary Range	Pay Level	Employees	
			Present	Proposed
Public Works Director	Unclassified	N/A	.10	.10
Foreman	3,639 to 3,979	16	.50	1.00
Maintenance 2	3,170 to 3,467	12	2.25	2.25
Maintenance 3	3,517 to 3,847	15	2.00	2.00
Part-time	1 at 7.25 hour			
TOTAL			4.85	5.35

Mission Statement

To provide efficient economic access to desired destinations, such as employment, shopping and other facilities in a quick, convenient and safe manner for all population groups in the community.

Description

Activities of the Street Department include the maintenance of: paved streets, unpaved streets, paved alleys, unpaved alleys, drainage ways, street sweeping, mowing of right-of-ways, drainage channels and city owned lots; and, making and maintenance of street signs.

Goals

The provision of well maintained streets for the convenience and safety of the public, and for the provision of all-weather alleys for use by the various utility providers.

Objectives

1. To patch and repair streets as needed.
2. To make longer lasting repairs in the alleys.
3. To seal coat all of the paved streets in a seven year cycle.
4. Water and care for the shrubs and remove trash three times a week.
5. To facilitate and assist contract street sweeping service as necessary.
6. To continue the flood control and drainage way maintenance for proper storm water removal.
7. Maintain an efficient weed abatement program for city streets and sidewalks, to effectively remove weeds and grasses.
8. Increase training of assigned personnel in public works and traffic engineering by providing training videos and by attending public works seminars and traffic engineering schools.
9. Repair and maintain street signs within city limits for safety of citizens.

Indicators

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>
1. Blocks Seal Coated	100	0	50
2. Blocks Treated with Emulsion	0	0	0
3. Street Sweeper Hours of Operation	430	230	200
4. Number of Utility Cuts Repaired	124	110	140
5. Alleys Bladed and Stabilized	11	24	50
6. Number of Seminars & Engineering Schools Attended	2	2	2
7. Number of Training Videos Shown	0	5	10

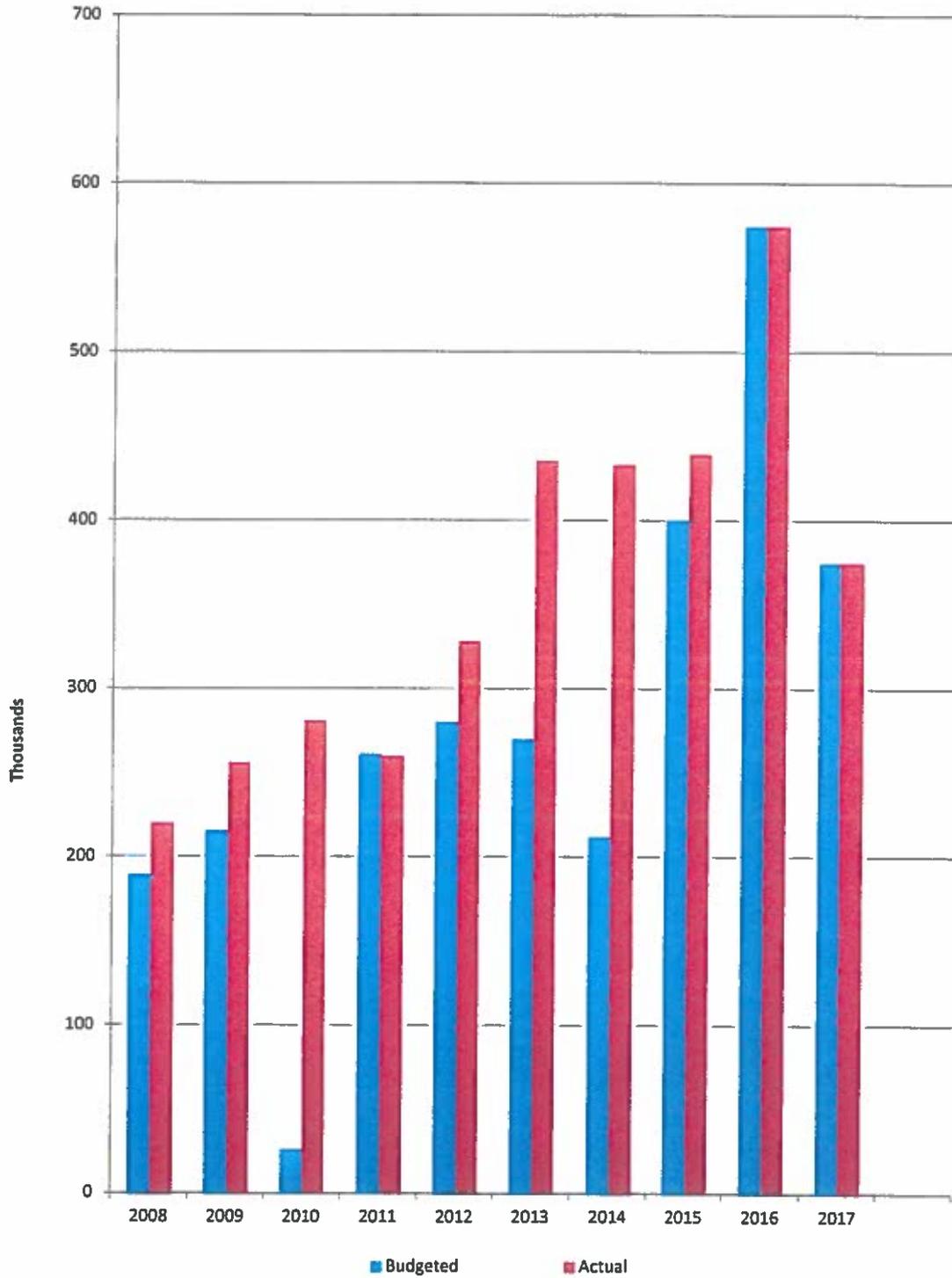
STREET - DEPARTMENT NO. 25

EXPENDITURES - FUND 01

	ACTUAL 2014-2015	BUDGETED 2015-2016	PROPOSED 2016-2017
PERSONNEL SERVICES			
625-101 SUPERVISION	9,625	9,515	9,710
625-104 MAINTENANCE	183,349	192,300	216,660
625-105 LONGEVITY	900	1,200	1,110
625-106 OVERTIME	28,940	13,000	16,000
625-107 PART-TIME	3,312	7,250	7,250
625-108 FICA EXPENSE	13,569	13,840	15,545
625-109 TMRS EXPENSE	37,823	36,075	39,105
625-110 INSURANCE EXPENSE	39,884	39,965	45,400
625-111 MEDICARE	3,173	3,235	3,635
625-112 ACCRUED COMP. ABSENCES	-	-	-
Sub Total	320,575	316,380	354,415
SUPPLIES & MATERIALS			
625-201 OFFICE SUPPLIES	289	100	200
625-204 UNIFORM & CLOTHING	5,395	3,750	4,400
625-205 TIRES & TUBES	1,712	2,000	2,000
625-206 MOTOR VEHICLE SUPPLIES	49,362	69,995	52,000
625-207 MINOR TOOLS & APPARATUS	3,748	1,500	3,000
625-208 JANITORIAL SUPPLIES	100	250	250
625-209 CHEM. & MECH. SUPPLIES	5,350	5,200	5,200
625-210 BOTANICAL & AGRICULTURAL	-	-	-
625-215 OTHER SUPPLIES	337	300	300
Sub Total	66,293	83,095	67,350
MAINTENANCE OF BUILDINGS			
625-301 BUILDINGS & GROUNDS	3,506	4,000	4,000
625-302 BRIDGES	-	-	25,000
625-306 STORM SEWER	-	-	-
625-308 STREET & ALLEYS	327,269	300,000	400,000
Sub Total	330,775	304,000	429,000
MAINTENANCE OF EQUIPMENT			
625-401 OFFICE EQUIPMENT	-	-	-
625-402 MACHINERY	3,315	700	700
625-403 EQUIPMENT	7,619	-	-
625-404 AUTOMOTIVE EQUIPMENT	24,332	45,000	40,000

	ACTUAL 2014-2015	BUDGETED 2015-2016	PROPOSED 2016-2017
625-406 MINOR TOOLS & APPARATUS	629	200	200
625-407 SOFTWARE MAINTENANCE	664	555	725
625-410 SIGNAL & SIGN SYSTEM	22,507	7,500	10,000
625-411 RADIO INSTALLATION	1,235	300	300
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Sub Total	60,301	54,255	51,925
MISCELLANEOUS SERVICES			
625-501-01 TELEPHONE	12	-	-
625-501-02 CELLULAR	1,494	1,200	1,500
625-501-03 INTERNET	288.00	455.00	455
625-502 RENTAL OF EQUIPMENT	6,966	380	380
625-503 INSURANCE	7,014	7,060	8,700
625-504 SPECIAL SERVICES	3,497	500	1,000
625-505 ADVERTISING	174	-	-
625-506 BUSINESS & TRANSPORTATION	17	500	500
625-508 FEE BASIS SERVICES	-	-	-
625-510 CONTRACTUAL SERVICES	-	-	-
625-511-01 ELECTRICITY	284,737	300,000	274,000
625-511-02 GAS	-	-	-
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Sub Total	304,199	310,095	286,535
SUNDRY CHARGES			
625-601 TRAINING & EDUCATION	76	1,000	3,000
625-602 MEMBERSHIPS & SUBSCRIPTIONS	330	-	-
625-604 WORKER'S COMP.	12,274	12,255	13,560
625-605 UNEMPLOYMENT	-	-	-
625-606 FREIGHT EXPENSE	5,607	1,000	1,000
625-608 BAD DEBT	-	-	-
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Sub Total	18,287	14,255	17,560
CAPITAL OUTLAY			
625-802 STREET IMPROVEMENTS	-	-	-
625-805 TRAFFIC ENGR. IMPROVEMENTS	-	-	-
625-901 OFFICE EQUIPMENT	1,163	-	-
625-902 AUTOMOTIVE EQUIPMENT	-	155,000	366,000
625-903 MACHINERY & OTHER EQUIP.	55,196	185,500	160,000
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Sub Total	56,359	340,500	526,000
TOTAL BUDGET	\$ 1,156,789	\$ 1,422,580	\$ 1,732,785

Motel Tax Revenue Fiscal Year 2016-2017



Description: This graph shows the increase in Budgeted Motel Tax Revenue compared to the actual revenue from Fiscal Year 2008 through Fiscal Year 2017

**CITY OF SNYDER, TEXAS
SPECIAL REVENUE FUND
MOTEL TAX**

**COMPARATIVE STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE**

2016-2017 BUDGET

	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2016-2017 Proposed Budget
Revenues:				
Occupancy Tax	432,968	439,227	575,000	375,000
Contributions & donations	-	-	-	-
Total Revenues	432,968	439,227	575,000	375,000
Total Expenditures	432,968	438,425	575,000	375,000
Excess (Deficiency) of Revenues over Expenditures	-	802	-	-
Fund Balance at B-O-Y Prior Period Adjustment	(840)	(840)	(38)	(38)
Fund Balance at E-O-Y	\$ (840)	\$ (38)	\$ (38)	\$ (38)

**CITY OF SNYDER, TEXAS
SPECIAL REVENUE FUND
TAX INCREMENT FINANCING**

**COMPARATIVE STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE**

2016-2017 BUDGET

	<u>2012-2013 Actual</u>	<u>2014-2015 Actual</u>	<u>2015-2016 Budget</u>	<u>2016-2017 Proposed Budget</u>
Revenues:				
Ad Valorem Taxes	-	38,727	48,485	65,800
Total Revenues	<u>-</u>	<u>38,727</u>	<u>48,485</u>	<u>65,800</u>
Total Expenditures	-	35,641	48,485	65,800
Excess (Deficiency) of Revenues over Expenditures	<u>-</u>	<u>3,086</u>	<u>-</u>	<u>-</u>
Fund Balance at B-O-Y	-	-	3,086	3,086
Fund Balance at E-O-Y	\$ -	\$ 3,086	\$ 3,086	\$ 3,086

**CITY OF SNYDER, TEXAS
SPECIAL REVENUE FUND**

**COMBINING STATEMENT OF OPERATING REVENUES
EXPENSES AND CHANGES IN WORKING CAPITAL**

2016-2017 BUDGET

	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2016-2017 Proposed Budget
Revenues:				
Ad Valorem Taxes	-	38,727	48,485	65,800
Occupancy Tax	432,968	439,227	575,000	375,000
Total Revenues	432,968	477,954	623,485	440,800
Expenditures:				
Ad Valorem Taxes	-	35,641	48,485	65,800
Occupancy Tax	432,968	438,425	575,000	375,000
Total Expenditures	432,968	474,066	623,485	440,800
Excess (Deficiency) of Revenues over Expenditures	-	3,888	-	-
Fund Balance at B-O-Y	(840)	(840)	3,048	3,048
Fund Balance at E-O-Y	\$ (840)	\$ 3,048	\$ 3,048	\$ 3,048

ENTERPRISE FUNDS
NARRATIVE
FISCAL YEAR 2016-2017 BUDGET

An increase in water rates was required to cover anticipated expenses in the Water Department in FY 2017.

Anticipated revenues for the Enterprise Funds total \$10,111,290, an increase of \$267,100 or 2.71% over the preceding year's budget. The graph, page 91, showing Enterprise Fund revenues for the period FY 2008 through 2017 reflects recent increases necessary to cover rising expenses due to State and Federal regulations.

Water sales (46.14%), sewer charges (16.42%), and sanitation charges (29.60%) combined, amount to 92.16% of the total revenue for the fund. Sewage treatment charges are dependent on water sales and together are generally indicators of growth in the city. Drought conditions, however, also impact on these totals as water consumption increases during drought conditions. The increase in non-operating revenue indicates an increase in investment funds and interest rates. The amount of revenues from various sources and the usage from last year are shown in the following tabulation:

<u>Revenue Source</u>	<u>Amount</u>	<u>Percent of Total</u>	<u>Increase (Decrease) from FY 2016</u>
Water Sales	\$4,665,330	46.14	\$ 90,330
Sewer Charges	1,660,000	16.42	90,000
Sanitation Charges	2,000,000	19.78	(66,050)
Landfill Gate Fees	993,000	9.82	88,000
Billings & Collection (Sanitation)	397,910	3.93	2,670
Water & Sewer Taps	30,000	.30	(25,000)
Permits & Inspections	14,000	.14	-0-
Miscellaneous	110,050	1.09	72,150
Non-operating	241,000	2.38	15,000
Total	\$10,111,290	100.00%	\$267,100

Expenses for the Enterprise Funds total \$10,531,465 for FY 2017, an increase of 3.97 percent over FY 2016 (see graph, page 95). Changes in levels of expenditures for the individual departments over the preceding year are shown in the following tabulation:

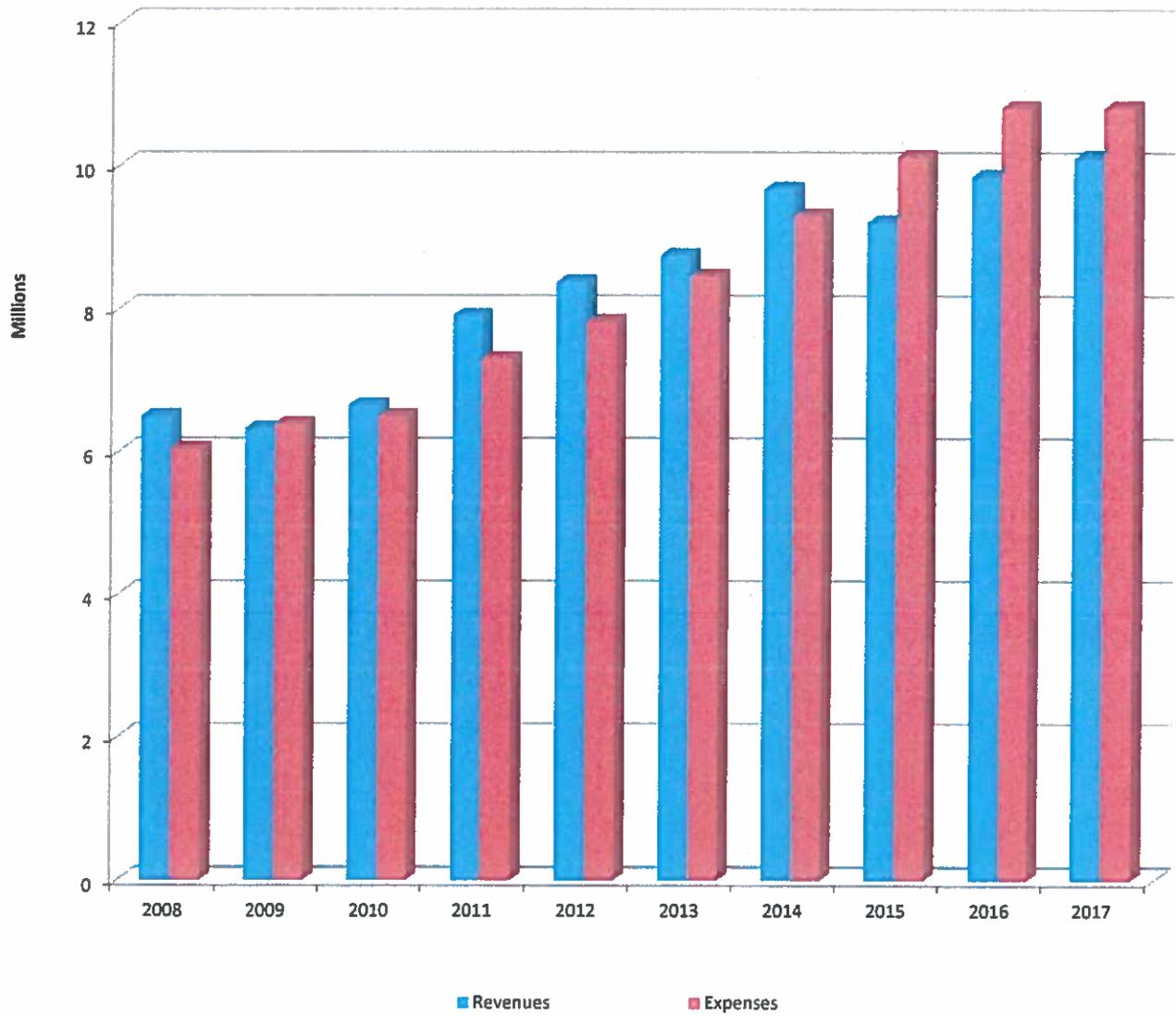
<u>Department</u>	<u>Amount</u>	<u>Percent of Total</u>	<u>Increase (Decrease) from FY 2016</u>
Sanitation-Collection	\$1,079,355	10.25	\$ 23,005
Sanitation-Landfill	2,204,760	20.93	164,240
Sanitary Sewer	386,705	3.67	(17,730)
Sewage Treatment	971,075	9.22	(86,010)
Water Production	3,310,375	31.43	(314,570)
Water Distribution	979,715	9.30	(44,210)
Utility Billing & Collection	1,132,785	10.77	13,990
Debt Service	466,695	4.43	(18,795)
TOTAL	\$10,531,465	100.00%	\$(280,080)

The Debt Service amount of \$466,695 (4.43%) of the total expense budget for 2017 is the anticipated interest payments improvements to the Water Treatment Plant of \$2,985,314. Also, in 2010 the City issued Certificates of Obligation in the amount of \$3,495,000 for an energy analysis and service agreement for an automatic meter reading system.

In 2013, the City issued Certificates of Obligation in the amount of \$9,000,000 for improvements to the water and sewer system and the replacement of cast iron water lines. In 2015 the City Council approved an interfund loan of \$850,000 from the General Fund to the Water and Sewer Fund to cover part of the cost to restore the old water treatment plant.

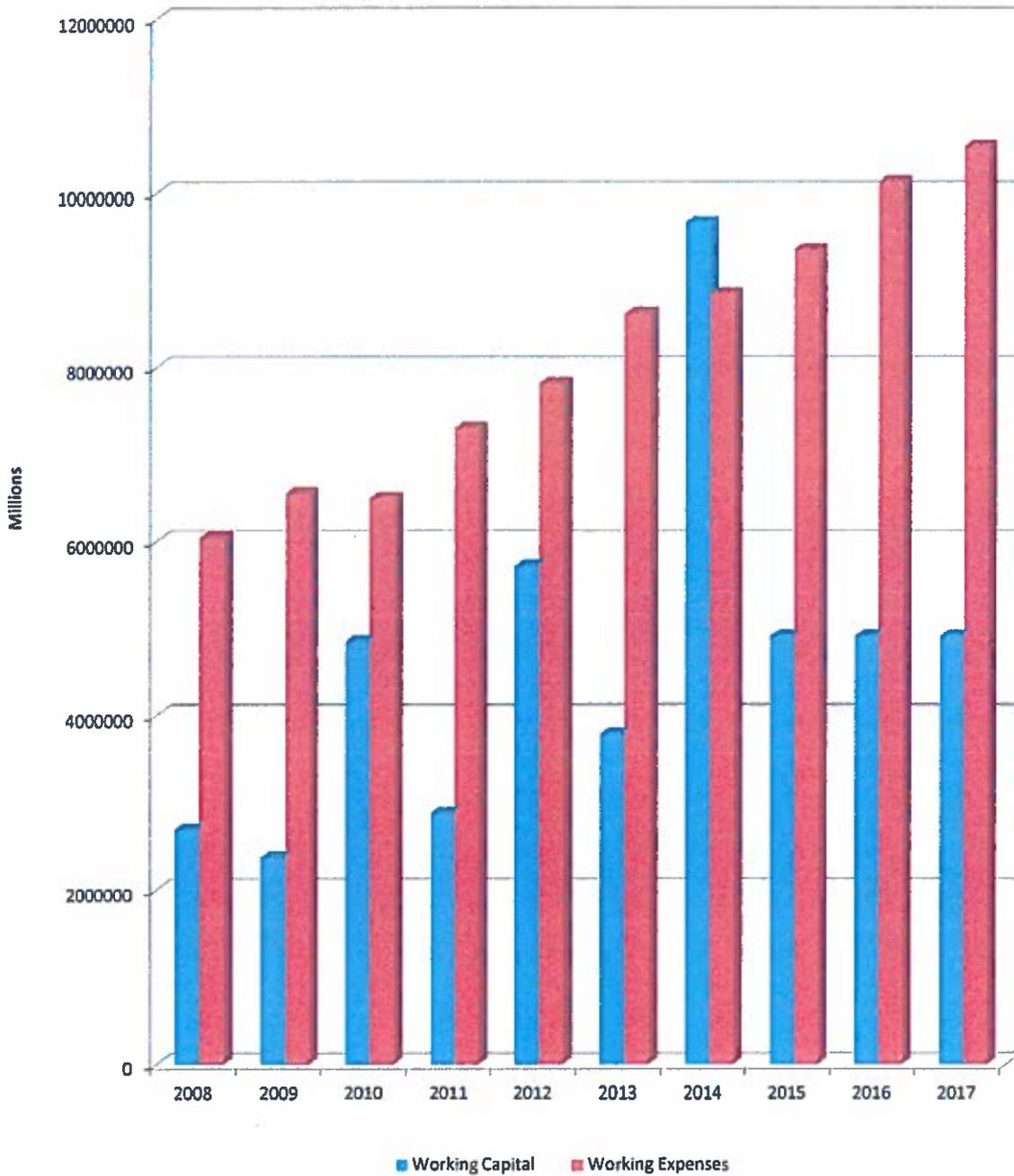
Personnel costs increased by 2.91%, depreciation by 14.29% over the FY 2016-2017. Maintenance charges decreased by 38.65% along with supplies 1.93%, sundry charges by 31.33% and debt service by 3.87%

**ENTERPRISE FUND
Revenues & Expenses
Fiscal Year 2016-2017**



Description: This graph shows the Enterprise Fund Revenues and Expenses for Fiscal Year 2008 through Fiscal Year 2017

ENTERPRISE FUND Working Capital and Expenditures



Description: This graph shows the actual relationship between Enterprise Fund Working Capital and Expenditures at year end for the Fiscal Year 2008 through Fiscal Year 2015, budgeted expenditures for 2016 and 2017.

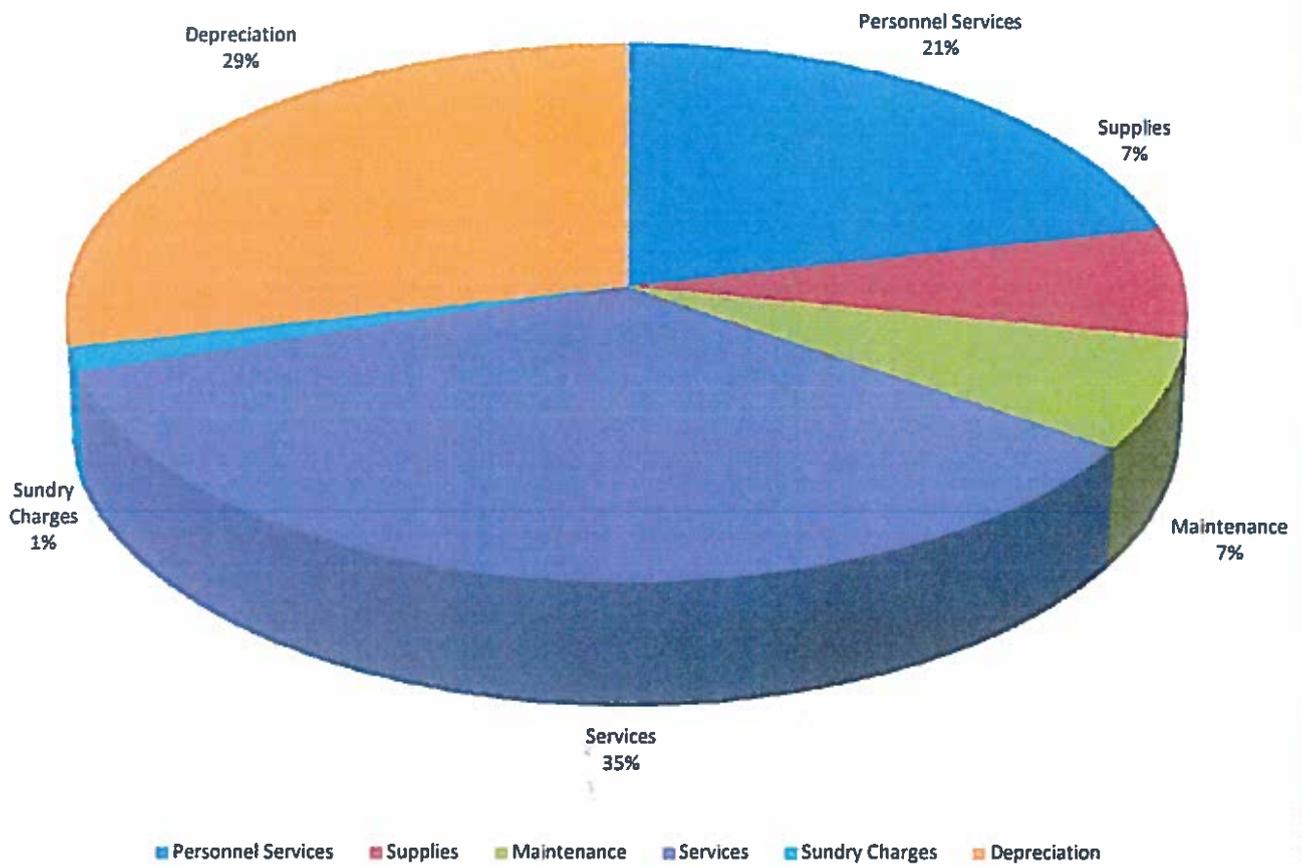
CITY OF SNYDER, TEXAS
ENTERPRISE FUND

COMBINING STATEMENT OF OPERATING REVENUES,
EXPENSES AND CHANGES IN WORKING CAPITAL

2016-2017 BUDGET

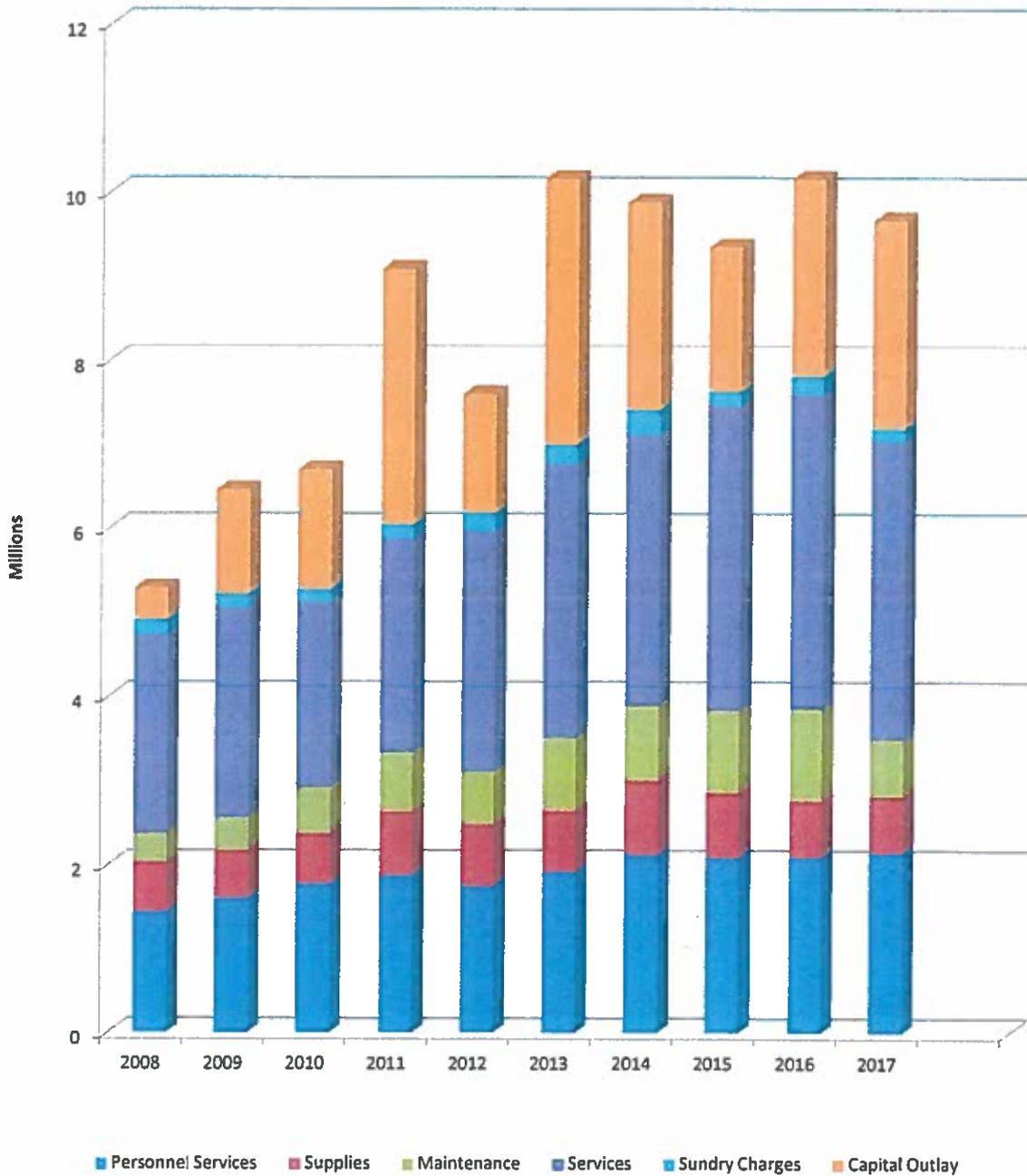
	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2016-2017 Proposed Budget
Operating Revenues:				
Water Sales	4,574,205	4,529,699	4,575,000	4,665,330
Sewer Charges	1,567,673	1,531,824	1,570,000	1,660,000
Sanitation Charges	1,942,465	1,956,047	2,066,050	2,000,000
Landfill Gate Fees	904,779	820,655	905,000	993,000
Billings & Collections for Sanitation	360,753	363,221	395,240	397,910
Water & Sewer Taps	40,660	28,575	55,000	30,000
Plumbing Permits & Inspc.	14,686	14,981	14,000	14,000
TCDP Grant Proceeds	-	-	-	-
Miscellaneous	40,153	135,688	37,900	110,050
Total Oper. Revenues	9,445,374	9,380,690	9,618,190	9,870,290
Operating Expenses:				
Personnel Services	2,056,351	1,950,275	2,092,660	2,153,570
Supplies	634,864	703,286	678,355	665,245
Maintenance	942,743	817,523	1,083,190	664,550
Services	3,238,116	3,745,088	3,740,500	3,558,950
Sundry Charges	164,369	115,969	218,470	150,015
Depreciation	1,808,451	2,165,408	2,512,580	2,871,700
Non Capitalized Equipment	-	-	-	740
Total Oper. Expenses	8,844,894	9,497,549	10,325,755	10,064,770
Operating Income or (Loss)	600,480	(116,859)	(707,565)	(194,480)
Non-Oper. Revenues/(Expenses):				
Interest Income	15,205	60,969	46,000	41,000
Gain (Loss) on Sale of Asset	208,855	185,000	180,000	200,000
Amortized Issuance Cost	(18,174)	-	-	-
Debt Service-Interest	(435,359)	(500,505)	(485,490)	(466,695)
Total Non-Oper.	(229,473)	(254,536)	(259,490)	(225,695)
Net Income (Loss)	\$ 371,007	\$ (371,395)	\$ (967,055)	\$ (420,175)
Cash and Cash Equivalents B-O-Y	4,586,040	9,639,756	4,998,143	3,213,511
Cash Flows from Operating Activities	3,333,779	2,010,696	1,805,015	2,677,220
Cash Flows from Interfund Loans	(217,984)	1,092,086	-	-
Cash Flows from Capital Activities	3,677,099	(7,686,102)	(3,635,647)	(3,314,478)
Cash Flows from Investing Activities	54,562	(58,293)	46,000	41,000
Net Increase or (Decrease) in Cash	6,847,456	(4,641,613)	(1,784,632)	(596,258)
Cash and Cash Equivalents E-O-Y	\$ 11,433,496	\$ 4,998,143	\$ 3,213,511	\$ 2,617,253

ENTERPRISE FUND EXPENSES
Fiscal Year 2017



Description: This pie chart visually shows the percentage of Enterprise Fund expenses allocated to the various major categories for the budget for Fiscal Year 2017.

ENTERPRISE FUND EXPENDITURES Fiscal Years 2008 through 2017



Description: This graph shows a visual comparison of expenditure allocations for Fiscal Years 2008 through 2016.

**CITY OF SNYDER, TEXAS
ENTERPRISE FUND
SANITATION**

**COMPARATIVE STATEMENT OF REVENUES, EXPENSES
AND CHANGES IN WORKING CAPITAL
2016-2017 BUDGET**

	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2016-2017 Proposed Budget
Operating Revenues:				
Sanitation Charges	1,942,465	1,956,047	2,066,050	2,000,000
Landfill Gate Fees	904,779	820,655	905,000	993,000
COG Grant	-	23,740	-	-
Miscellaneous	5,334	2,373	3,000	69,050
Total Oper. Revenues	2,852,578	2,802,815	2,974,050	3,062,050
Operating Expenses:				
Personnel Services	713,289	704,547	753,735	795,625
Supplies	262,006	232,910	265,125	237,875
Maintenance	130,597	182,923	124,675	129,685
Services	752,957	857,033	896,875	922,705
Sundry Charges	56,427	58,861	75,720	59,470
Depreciation	493,785	775,554	980,740	1,138,755
Total Oper. Expenses	2,409,061	2,811,828	3,096,870	3,284,115
Operating Income or (Loss)	443,517	(9,013)	(122,820)	(222,065)
Non-Oper. Revenues/(Expenses):				
Interest Income	5,983	8,323	6,000	6,000
Gain (Loss) on Sale of Asset	204,555	185,000	180,000	200,000
Interest Expense	-	(640)	-	-
Total Non-Oper.	210,538	192,683	186,000	206,000
Net Income (Loss)	\$ 654,055	\$ 183,670	\$ 63,180	\$ (16,065)
Cash and Cash Equivalents B-O-Y	905,506	12,734	13,524	(50,256)
Cash Flows from Operating Activities	1,140,970	577,084	857,920	916,690
Cash Flows from Interfund Loans	-	316,789	-	-
Cash Flows from Capital Activities	(2,021,100)	(882,859)	(927,700)	(814,500)
Cash Flows from Investing Activities	(12,642)	(10,224)	6,000	6,000
Net Increase or (Decrease) in Cash	(892,772)	790	(63,780)	108,190
Cash and Cash Equivalents E-O-Y Reserved for Closure/Post Closure	\$ 12,734 (1,953,100)	\$ 13,524 (1,953,100)	\$ (50,256) (1,983,980)	\$ 57,934 (2,003,980)

CITY OF SNYDER, TEXAS
SANITATION ENTERPRISE FUND

DESCRIPTION OF REVENUES
2016-2017 BUDGET

COLLECTION CHARGES \$ 2,000,000

Sanitation rates within the corporate limits for the City of Snyder shall be as follows:

Residential (two collections per week)

Minimum monthly charge: \$24.15

Commercial and Business (two collections per week) to include motels, hotels, nursing homes, hospitals, schools, churches, industrial, government entities, apartments, two-plex or larger, and restaurants.

Minimum monthly charge: \$46.71

Commercial individual account per container (multiple collections per week) inside city limits:

Depends on container size and number of collections ranging from \$89.36 for a 3-yard container and 2 collections per week to \$521.30 for a 4-yard container and 10 collections per week.

Sanitation rates outside the city limits:

Rural individual account depends on the size container and the distance in miles ranging from \$121.00 for a 3-yard container at 3.0 miles to \$340.00 for a 4-yard container at 20.0 miles.

LANDFILL GATE FEES \$ 993,000

Disposal of contaminated waste dirt and concrete shall be charged at \$73.87/ton, minimum 0-1600 lbs. \$59.70.

Disposal of rock, bricks, construction materials, demolition materials, trees, limbs, lumber and any similar type materials shall be charged at \$28.50 per ton for Non-Commercial Scurry County Residents and \$33.00 for Commercial Scurry County Residents. Non-Scurry County Resident or Solid Waste Disposal Service Provider - \$33.00/ton.

RESIDENTIAL/COMMERCIAL ROLL-OFF RATES \$ 66,050

(Restricted to inside City Limits/Extra Territorial Jurisdiction)

Includes-	Delivery	\$115.00
	Haul Fee (Exchange RO/Empty)	\$230.00
	Final Pickup (Empty/Return to Yard)	\$115.00
	Landfill Fee/Ton (\$35.00/Ton)	
	(Minimum = 3 Tons @ \$35.00)	\$105.00

Monthly Rental	\$100.00
Each Additional Pick Up - \$329.00 + Landfill Fee/Tons over minimum	
<u>MISCELLANEOUS</u>	\$ 3,000
Includes any revenue that would not fit into another account and sales tax.	
Other	\$ 200,000
Includes gain/loss sale of equipment	
<u>INTEREST</u>	\$ 6,000
<u>TOTAL SANITATION</u>	<u>\$ 3,268,050</u>

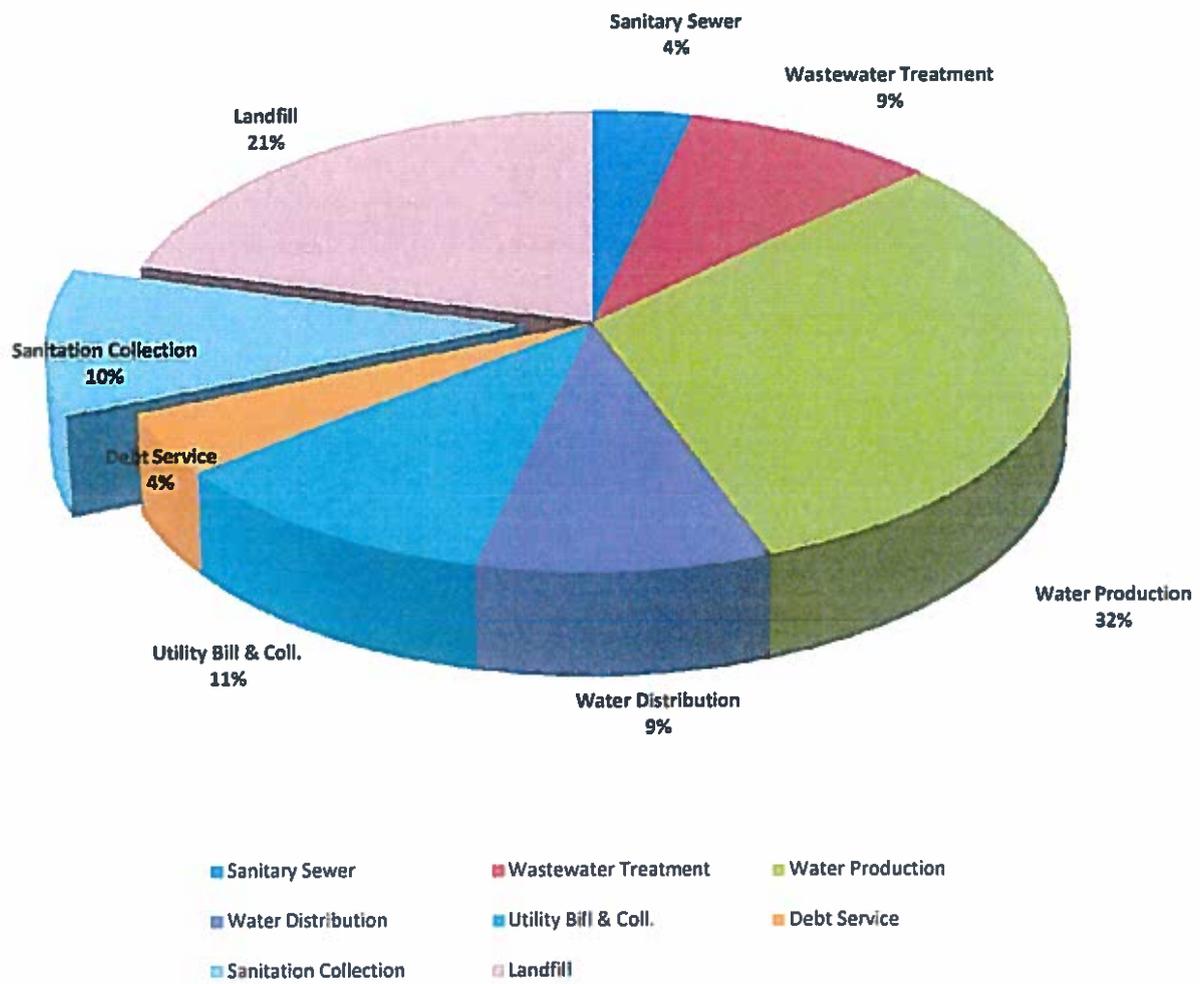
**CITY OF SNYDER, TEXAS
ENTERPRISE FUND
SANITATION**

STATEMENT OF EXPENDITURES

2016-2017 BUDGET

	<u>2013-2014 Actual</u>	<u>2014-2015 Actual</u>	<u>2015-2016 Budget</u>	<u>2016-2017 Proposed Budget</u>
SANITATION				
Collection:				
Personnel Services	301,702	307,506	333,795	371,680
Supplies	115,670	108,484	121,575	109,575
Maintenance	53,530	83,871	51,515	55,960
Services	281,252	306,753	304,905	320,490
Sundry Charges	10,568	21,970	23,380	13,660
Depreciation	151,969	175,532	221,180	207,990
Totals	<u>914,691</u>	<u>1,004,116</u>	<u>1,056,350</u>	<u>1,079,355</u>
Landfill:				
Personnel Services	411,586	397,041	419,940	423,945
Supplies	146,336	124,426	143,550	128,300
Maintenance	77,067	99,052	73,160	73,725
Services	471,704	550,280	591,970	602,215
Sundry Charges	45,859	36,891	52,340	45,810
Depreciation	341,816	600,022	759,560	930,765
Totals	<u>1,494,368</u>	<u>1,807,712</u>	<u>2,040,520</u>	<u>2,204,760</u>
			-	-
TOTAL EXPENSES	<u>\$ 2,409,059</u>	<u>\$ 2,811,828</u>	<u>\$ 3,096,870</u>	<u>\$ 3,284,115</u>

**ENTERPRISE FUNCTION EXPENSE
Fiscal Year 2017**



Description: This pie chart highlights the "Sanitation & Collection" department in relationship to the other departments within the Enterprise Funds.

BUDGET SUMMARY

Fund Enterprise	Function Municipal Services	Sanitation Collection	Department Number 30
Expend. Class		Actual 2014-15	Budgeted 2015-16 Proposed 2016-17
Personnel Services		\$ 301,702	\$ 333,795 \$ 371,680
Supplies		115,670	121,575 109,575
Maintenance		53,530	51,515 55,960
Services		281,253	304,905 320,490
Sundry Charges		10,568	23,380 13,660
Depreciation		151,969	221,180 207,990
TOTAL ALL ACCOUNTS		<u>\$ 914,692</u>	<u>\$ 1,056,350</u> <u>\$ 1,079,355</u>

PERSONNEL ALLOCATION

Classification	Salary Range	Pay Level	Employees	
			Present	Proposed
Public Works Director	Unclassified	N/A	0.00	
Foreman	3,639 to 3,979	16	0.50	1.00
Driver/Operator	3,170 to 3,467	12	5.00	5.00
Maintenance 2	3,170 to 3,467	12	0.25	.25
TOTAL			5.75	6.25

Mission Statement

The department is responsible for the collection and disposal of solid waste generated by residential and commercial establishments in the City.

Description

The department collects solid waste as follows:

1. Eight routes within the city, from which 1,952 refuse dumpsters are emptied on a daily or bi-weekly basis and 150 recycle dumpsters with weekly service. The rural route includes weekly pick up of 49 dumpsters. There are six 33-yard, full automated, side load sanitation trucks, three

of which are used for daily residential routes, one recycle route, one commercial route, and one used for backup.

2. A roll-off can be parked overnight, free of charge, at a requested residential location to be used for large quantities of refuse such as tree trimmings and remodeling project trash. The roll-off is picked up the following morning and driven to the landfill.
3. A pick up route for recyclables is scheduled for once a week, primarily for paper and cardboard products.
4. Provide commercial customers with roll-off service inside the ETJ.

Goals

To promote the health and safety of the residents and to enhance the aesthetics of the community by providing an environment free from the hazards and unpleasantness of uncollected refuse and brush, with the least possible inconvenience to residents, while maintaining the containers in a near-new condition.

Objectives

1. To complete all of the collection routes on schedule without missing any collection points.

Indicators

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>
1. Side Load Sanitation Truck Loads	2,212	2,371	2,380
2. Containers Repaired	3	20	35
3. Containers Painted	3	38	35

SANITATION COLLECTION- DEPARTMENT NO. 30

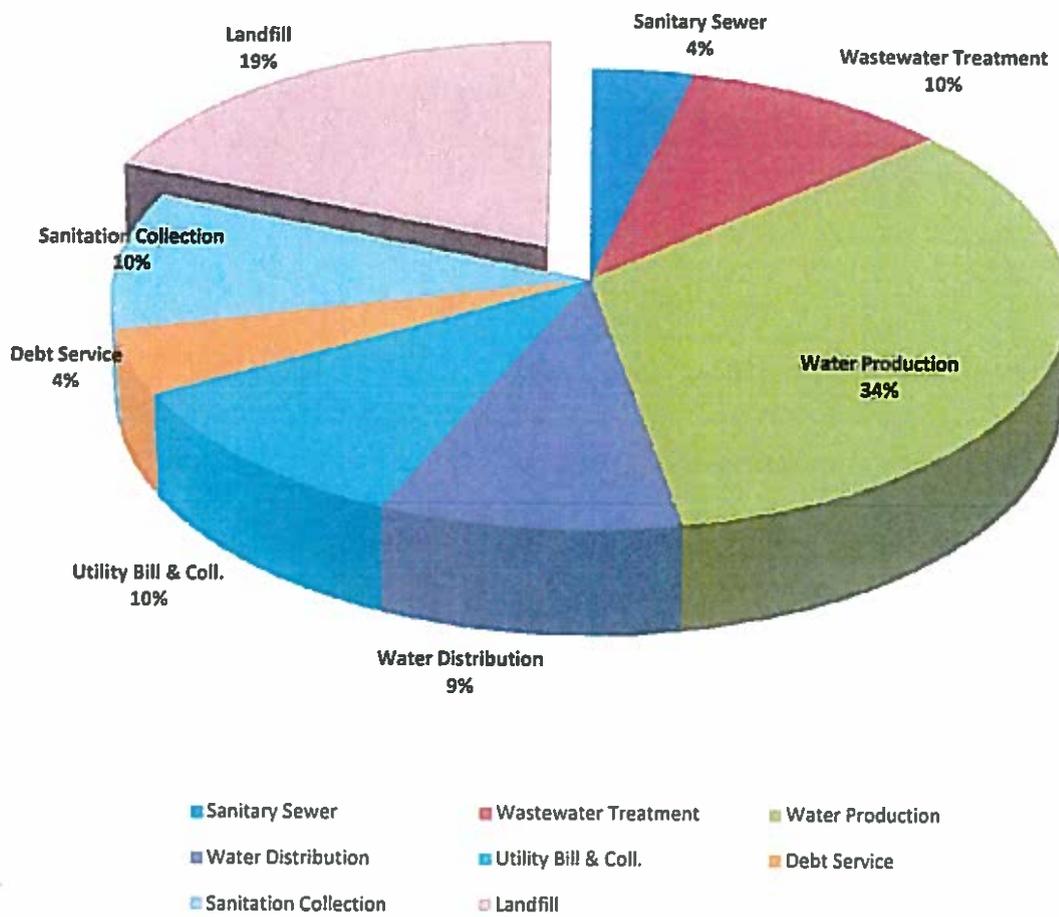
EXPENDITURES - FUND 04

	ACTUAL 2014-2015	BUDGETED 2015-2016	PROPOSED 2016-2017
PERSONNEL SERVICES			
630-101 SUPERVISION	9,492	-	-
630-103 OPERATIONS	187,820	221,435	247,920
630-104 MAINTENANCE	-	-	-
630-105 LONGEVITY	1,300	1,395	1,150
630-106 OVERTIME	15,093	7,500	8,500
630-107 PART-TIME	-	-	-
630-108 FICA EXPENSE	12,848	14,280	15,970
630-109 TMRS EXPENSE	36,377	38,465	41,365
630-110 INSURANCE EXPENSE	46,274	47,380	53,040
630-111 MEDICARE	3,005	3,340	3,735
630-112 ACCRUED COMP. ABSENCES	(434)	-	-
630-113 TMRS	(4,269)	-	-
Sub Total	307,506	333,795	371,680
SUPPLIES & MATERIALS			
630-201 OFFICE SUPPLIES	8	100	100
630-202 FORMS	-	-	-
630-204 UNIFORM & CLOTHING	3,277	3,625	3,625
630-205 TIRES & TUBES	16,462	15,000	15,000
630-206 MOTOR VEHICLE SUPPLIES	87,488	102,000	90,000
630-207 MINOR TOOLS & APPARATUS	768	250	250
630-208 JANITORIAL SUPPLIES	-	-	-
630-209 CHEM. & MECH. SUPPLIES	370	500	500
630-215 OTHER SUPPLIES	111	100	100
Sub Total	108,484	121,575	109,575
MAINTENANCE OF BUILDINGS			
630-301 BUILDINGS & GROUNDS	85	1,000	500
Sub Total	85	1,000	500
MAINTENANCE OF EQUIPMENT			
630-401 OFFICE EQUIPMENT	-	-	-
630-402 MACHINERY	-	-	-
630-403 EQUIPMENT	8,478	5,000	5,000
630-404 AUTOMOTIVE EQUIPMENT	74,785	45,000	50,000
630-405 SHOP EQUIPMENT	-	-	-
630-407 SOFTWARE MAINTENANCE	523	515	460

	ACTUAL 2014-2015	BUDGETED 2015-2016
630-411 RADIO INSTALLATION	-	-
Sub Total	83,786	50,515
MISCELLANEOUS SERVICES		
630-501-01 TELEPHONE	423	400
630-501-03 INTERNET	22	-
630-502 RENTAL OF EQUIPMENT	409	380
630-503 INSURANCE	3,172	3,300
630-504 SPECIAL SERVICES	1,188	695
630-505 ADVERTISING	454	1,000
630-506 BUSINESS & TRANSPORTATION	-	300
630-507 DIESEL FUEL TAX	-	-
630-508 FEE BASIS SERVICES	301,085	298,830
630-510 CONTRACTUAL SERVICES	-	-
630-511-01 ELECTRICITY	-	-
Sub Total	306,753	304,905
SUNDRY CHARGES		
630-601 TRAINING & EDUCATION	17	2,000
630-602 MEMBERSHIIPS & SUBSCRIPTIONS	-	100
630-603 SOLID WASTE MGMT. PROGRAM	-	-
630-604 WORKER'S COMPENSATION	20,278	20,280
630-605 UNEMPLOYMENT COMPENSATION	-	-
630-606 FREIGHT EXPENSE	1,675	1,000
630-607 PRINTING EXPENSE	-	-
630-608 BAD DEBT EXPENSE	-	-
630-614 PENALTY & INTEREST EXPENSE	-	-
Sub Total	21,970	23,380
CAPITAL OUTLAY		
630-701 BUILDING *	-	-
630-901 OFFICE EQUIPMENT *	-	-
630-902 AUTOMOTIVE EQUIPMENT *	-	185,000
630-903 MACHINERY & OTHER EQUIP. *	-	4,000
630-904 REFUSE COLLEC. EQUIP. *	-	75,000
630-910 DEPRECIATION	175,532	221,180
Sub Total	175,532	221,180
TOTAL BUDGET	\$ 1,004,116	\$ 1,056,350

* MEMORANDUM ONLY

ENTERPRISE FUNCTION EXPENSE Fiscal Year 2016



Description: This pie chart highlights the "Landfill" department in relationship to the other departments within the Enterprise Funds.

BUDGET SUMMARY

Fund	Function			Department Number
Enterprise	Municipal Services	Sanitation Landfill		31
Expend. Class		Actual	Budgeted	Proposed
		2014-15	2015-16	2016-17
Personnel Services		\$ 411,587	\$ 419,940	\$ 423,945
Supplies		146,336	143,550	128,300
Maintenance		77,067	73,160	73,725
Services		471,704	591,970	602,215
Sundry Charges		45,859	52,340	45,810
Depreciation		341,816	759,560	930,765
TOTAL ALL ACCOUNTS		\$ 1,494,369	\$ 2,040,520	\$ 2,204,760

PERSONNEL ALLOCATION

Classification	Salary Range	Pay Level	Employees	
			Present	Proposed
Public Works Director	Unclassified	N/A	.35	.35
Senior Clerk	4,038 to 4,416	19	1.00	1.00
Foreman	3,639 to 3,979	16	1.00	1.00
Heavy Equip. Op.	3,517 to 3,847	15	3.00	3.00

TOTAL **5.35** **5.35**

Mission Statement

The department is responsible for operating the Sanitary Landfill which is permitted by the Texas Commission on Environmental Quality and disposes of approximately 150 tons per day. The hours of operations are:

Monday thru Friday	8:00 a.m. to 5:00 p.m.
Saturday	8:00 a.m. to 12:00 p.m.
Sunday	Closed

Description

The department disposes of solid waste as follows:

1. Maintains the Landfill in compliance with Subtitle D Regulations.
2. Disposes of approximately 150 tons of solid waste per day.
3. Collects gate fees for individual loads of waste brought to the landfill.

Goals

To dispose of waste in a safe, healthy and environmentally sound and aesthetically acceptable manner.

Objectives

1. To reduce the amount of blowing trash at the landfill.
2. To continue to operate the landfill in compliance with Subtitle D, regulated by the Texas Commission on Environmental Quality.

SANITATION LANDFILL - DEPARTMENT NO. 31

EXPENDITURES - FUND 04

	ACTUAL 2014-2015	BUDGETED 2015-2016	PROPOSED 2016-2017
PERSONNEL SERVICES			
631-101 SUPERVISION	24,195	33,250	33,910
631-102 CLERICAL	52,035	50,135	51,110
631-103 OPERATIONS	164,395	172,030	173,975
631-105 LONGEVITY	1,516	1,840	2,000
631-106 OVERTIME	53,534	45,000	45,000
631-107 PART-TIME	-	-	-
631-108 FICA EXPENSE	17,808	18,740	18,970
631-109 TMRS EXPENSE	50,235	50,475	49,145
631-110 INSURANCE EXPENSE	33,119	44,085	45,400
631-111 MEDICARE	4,165	4,385	4,435
631-112 ACCRUED COMP. ABSENCES	1,935	-	-
631-113 TMRS	(5,896)	-	-
Sub Total	397,041	419,940	423,945
SUPPLIES & MATERIALS			
631-201 OFFICE SUPPLIES	2,679	3,700	3,000
631-202 FORMS	-	-	-
631-204 UNIFORM & CLOTHING	4,744	5,200	5,000
631-205 TIRES & TUBES	(504)	5,000	3,000
631-206 MOTOR VEHICLE SUPPLIES	111,830	125,000	112,000
631-207 MINOR TOOLS & APPARATUS	2,562	150	1,500
631-208 JANITORIAL SUPPLIES	2,258	2,500	2,500
631-209 CHEM. & MECH. SUPPLIES	24	500	500
631-215 OTHER SUPPLIES	833	1,500	800
Sub Total	124,426	143,550	128,300
MAINTENANCE OF BUILDINGS			
631-301 BUILDINGS & GROUNDS	10,172	10,000	10,000
Sub Total	10,172	10,000	10,000
MAINTENANCE OF EQUIPMENT			
631-401 OFFICE EQUIPMENT	-	-	-
631-402 MACHINERY	-	-	-
631-403 EQUIPMENT	1,612	150	150
631-404 AUTOMOTIVE EQUIPMENT	84,138	60,000	60,000
631-405 SHOP EQUIPMENT	-	-	-
631-406 MINOR TOOLS & EQUIP.	-	-	-
631-407 SOFTWARE MAINTENANCE	2,512	2,610	3,175
631-411 RADIO INSTALLATION	618	400	400
Sub Total	88,880	63,160	63,725

	ACTUAL 2014-2015	BUDGETED 2015-2016	PROPOSED 2016-2017
MISCELLANEOUS SERVICES			
631-501-01 TELEPHONE	1,797	2,000	950
631-501-02 CELLULAR	994	1,000	1,000
631-501-03 INTERNET	3,865	4,075	4,075
631-502 RENTAL OF EQUIPMENT	2,849	2,025	2,025
631-503 INSURANCE	9,738	9,800	9,800
631-504 SPECIAL SERVICES	3,608	2,500	2,500
631-505 ADVERTISING	187	150	150
631-506 BUSINESS & TRANSPORTATION	101	-	-
631-507 DIESEL FUEL TAX	-	-	-
631-508 FEE BASIS SERVICES	522,288	565,245	576,840
631-510 CONTRACTUAL SERVICES	694	575	575
631-511-01 ELECTRICITY	4,159	4,600	4,300
631-511-02 GAS	-	-	-
631-512 DATA PROCESSING	-	-	-
Sub Total	550,280	591,970	602,215
SUNDRY CHARGES			
631-601 TRAINING & EDUCATION	2,519	4,000	4,000
631-602 MEMBERSHIPS & SUBSCRIPTIONS	224	-	-
631-603 SOLID WASTE MGMT. PROGRAM	-	-	-
631-604 WORKER'S COMP.	20,439	20,940	21,010
631-605 UNEMPLOYMENT	-	-	-
631-606 FREIGHT EXPENSE	185	1,000	600
631-607 PRINTING EXPENSE	-	-	-
631-608 BAD DEBT EXPENSE	-	6,400	3,200
631-614 PENALTY AND INTEREST	-	-	-
631-615 LANDFILL CLOSURE/POST CLOSURE CARE	13,524	20,000	17,000
Sub Total	36,891	52,340	45,810
CAPITAL OUTLAY			
631-701 BUILDINGS *	-	60,000	-
631-801 BETTERMENTS TO LAND *	-	-	-
631-806 LANDFILL IMPROVEMENTS *	-	-	-
631-812 OTHER IMPROVEMENTS *	-	-	-
631-901 OFFICE EQUIPMENT *	-	1,000	-
631-902 AUTOMOTIVE EQUIPMENT *	-	575,000	885,000
631-903 OTHER EQUIPMENT *	-	-	-
631-910 DEPRECIATION	600,022	759,560	930,765
Sub Total	600,022	759,560	930,765
TOTAL BUDGET	\$ 1,807,712	\$ 2,040,520	\$ 2,204,760

* MEMORANDUM ONLY

CITY OF SNYDER, TEXAS
ENTERPRISE FUND
WATER & SEWER

COMPARATIVE STATEMENT OF REVENUES, EXPENSES
AND CHANGES IN WORKING CAPITAL

2016-2017 BUDGET

	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2016-2017 Proposed Budget
Operating Revenues:				
Water Sales	4,574,205	4,529,699	4,575,000	4,665,330
Sewer Charges	1,567,673	1,531,824	1,570,000	1,660,000
Billings & Collections for Sanitation	360,753	363,221	395,240	397,910
Water Taps	29,300	17,425	35,000	20,000
Sewer Taps	11,360	11,150	20,000	10,000
Plumbing Permits & Inspc.	14,686	14,981	14,000	14,000
Miscellaneous	34,819	133,315	34,900	41,000
Total Oper. Revenues	6,592,796	6,601,615	6,644,140	6,808,240
Operating Expenses:				
Personnel Services	1,343,062	1,245,728	1,338,925	1,357,945
Supplies	372,858	470,376	413,230	427,370
Maintenance	812,146	634,600	958,515	534,865
Services	2,485,159	2,888,055	2,843,625	2,636,245
Sundry Charges	107,942	57,108	142,750	90,545
Non Capitalized Equipment	1,117.00	295	300	740
Depreciation	1,314,666	1,389,854	1,531,840	1,732,945
Total Oper. Expenses	6,436,950	6,686,016	7,229,185	6,780,655
Operating Income or (Loss)	155,846	(84,401)	(585,045)	27,585
Non-Oper. Revenues/(Expenses):				
Investment earnings	9,222	52,646	40,000	35,000
Interest and fees expense	(435,359)	(499,865)	(485,490)	(466,695)
Capital grant	-	-	-	-
Gain (Loss) on Sale of Asset	4,300	-	-	-
Amortized issuance cost	(18,174)	-	-	-
Total Non-Oper.	(440,011)	(447,219)	(445,490)	(431,695)
Net Income (Loss)	\$ (63,336)	\$ (531,620)	\$ (1,030,535)	\$ (404,110)
Cash and Cash Equivalents B-O-Y	1,903,981	9,627,022	4,984,619	3,263,467
Cash Flows from Operating Activities	2,192,809	1,433,612	946,795	1,953,270
Cash Flows from Interfund Loans	(217,984)	775,297	-	-
Cash Flows from Capital Activities	5,698,199	(6,803,243)	(2,707,947)	(2,499,978)
Cash Flows from Investing Activities	50,017	(48,069)	40,000	35,000
Net Increase or (Decrease) in Cash	7,723,041	(4,642,403)	(1,721,152)	(511,708)
Cash and Cash Equivalents E-O-Y	\$ 9,627,022	\$ 4,984,619	\$ 3,263,467	\$ 2,751,759

CITY OF SNYDER, TEXAS
WATER & SEWER ENTERPRISE FUND

DESCRIPTION OF REVENUES

2016-2017

WATER SALES

\$ 4,665,330

Includes the sale of treated water through the distribution system within the city, and also to the cities of Ira, Rotan, Union/Fluvanna, and to the industrial users; Parks and Walker.

Minimum charge for single family dwelling:
\$33.66 / 2,000 gal.

Monthly Consumption Tier	Rate per Thousand Gallons
2,001 to 10,000	\$5.34
10,001 to 25,000	\$6.49
25,001 to 40,000	\$7.07
Over 40,001	\$7.65

Minimum charge for apartments, multiple family unit dwellings and multiple business unit occupancy when supplied through a single meter shall be as follows:

1. \$47.74 / 4,000 gal. Two family unit or two business unit
2. \$63.32 / 6,000 gal. Three family unit or three business unit
3. \$78.90 / 8,000 gal. Four family unit or four business unit
4. \$94.48 / 10,000 gal. Five family unit or five business unit

For more than five units the minimum charge shall be \$33.66 for the first dwelling or business unit plus \$16.83 (or 50% of \$33.66) times the remaining number of family or business units, for the first 2,000 gallons each unit.

Minimum charge per month outside city limits for 2,000 gallons or less, \$50.49. Multiple dwellings or business units, supplied by a single meter, the minimum charge shall be \$50.49 times the total number of family or business units for the first 2,000 gallons each unit.

Water rates for water purchased direct from city facilities are as follows: Fire hydrant with meter, the charge shall be a monthly service charge at \$33.66 plus a usage rate at \$7.19 per 1,000 gallons. Deposit on City owned fire hydrant is \$500.00, other than the City's is \$1,000.00. Coin operated meter per 1,000 gal. \$10.38.

WASTE WATER RATES

\$ 1,660,000

Sewer rates within the corporate limits of the city are as follows:

Minimum charge per service:

Base \$12.98

+ an additional charge of \$2.69 per thousand gallons
calculated at 90% of water consumption.

Industrial Wastewater rates:

Minimum charge per service:

BOD/TSS 200-250 (mg/l) Base \$9.98
+ \$3.17 per thousand gallons

BILLINGS AND COLLECTIONS FOR SANITATION \$ 397,910

The utility billings and collections department is fully expensed in the Water and Sewer Fund. The amount to be charged for the time to bill and collect for sanitation charges is then charged to the Sanitation Fund.

WATER AND SEWER TAPS \$ 30,000

Includes the fee for tying onto the city distribution system and the wastewater collection system. The fee covers 100% of the cost.

PLUMBING PERMITS AND INSPECTION \$ 14,000

\$20.00 permit charge for any work involving water, sewer and gas. Inspection fees range from \$5.00 to \$15.00 depending on work that is inspected.

MISCELLANEOUS \$ 41,000

Includes any revenue that would not fit into another account.

INTEREST \$ 35,000

TOTAL WATER & SEWER \$ 6,843,240

**CITY OF SNYDER
ENTERPRISE FUND
WATER & SEWER**

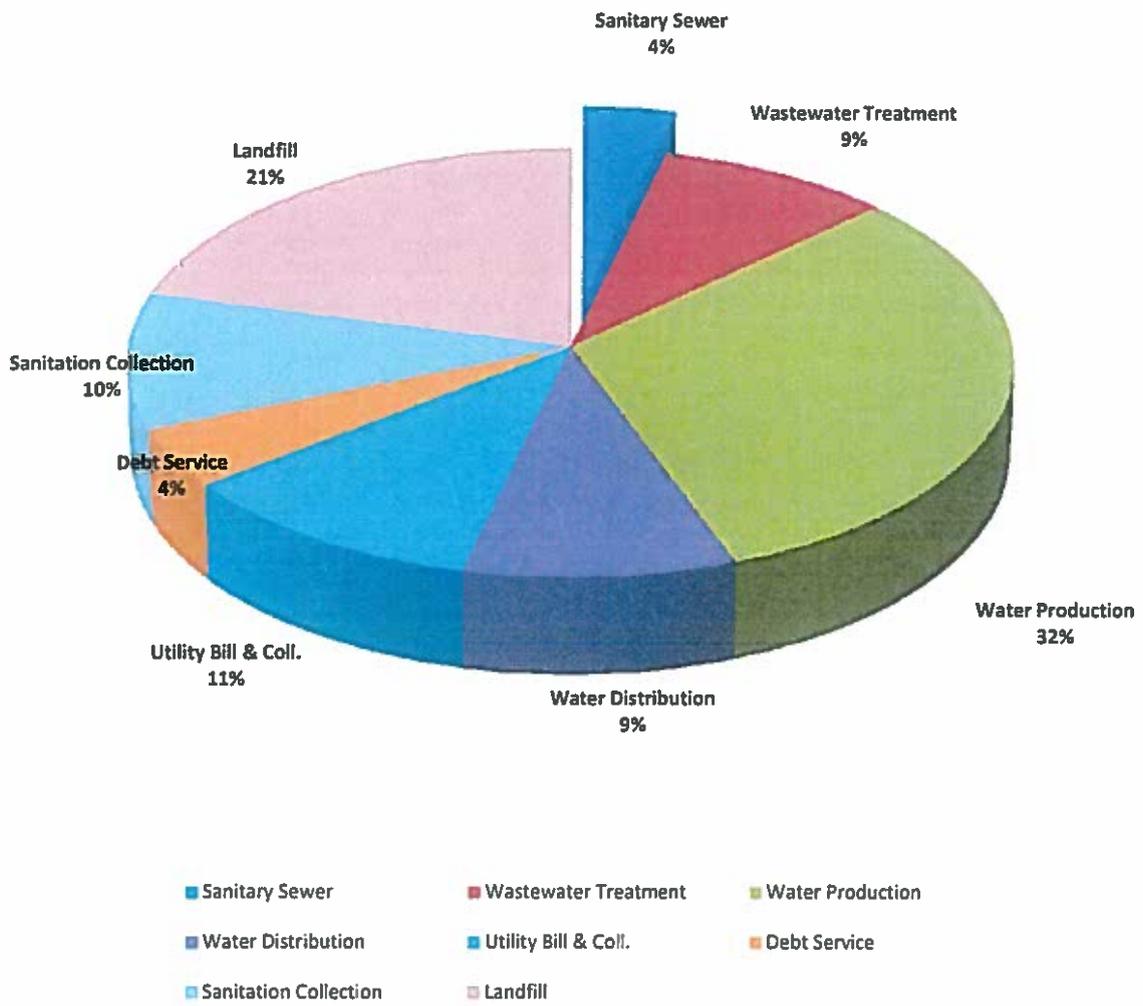
STATEMENT OF EXPENDITURES

2016-2017 BUDGET

	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2016-2017 Proposed Budget
SEWER:				
Sanitary sewer:				
Personnel Services	173,062	127,092	150,415	155,375
Supplies	22,758	64,324	26,300	26,500
Maintenance	31,939	39,234	37,035	37,090
Services	60,297	58,318	61,950	61,310
Sundry Charges	33,924	14,020	38,000	19,100
Depreciation	71,565	70,373	90,735	87,330
Totals	393,545	373,361	404,435	386,705
Sewage Treatment:				
Personnel Services	253,243	265,135	227,265	217,645
Supplies	46,159	43,805	48,760	51,500
Maintenance	213,069	90,902	145,605	99,825
Services	324,018	313,675	325,310	285,060
Sundry Charges	10,223	5,150	7,350	9,760
Depreciation	245,151	262,235	302,795	307,285
Totals	1,091,863	980,902	1,057,085	971,075
WATER:				
Water Production:				
Personnel Services	388,209	362,313	420,295	428,070
Supplies	201,919	226,633	226,800	227,100
Maintenance	155,535	272,644	352,165	140,995
Services	1,760,213	2,191,048	2,140,995	1,990,930
Sundry Charges	21,879	24,163	25,100	16,975
Depreciation	343,091	387,422	459,590	506,305
Non Capitalized Equipment	783	-	-	-
Totals	2,871,629	3,464,223	3,624,945	3,310,375

	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2016-2017 Proposed Budget
Water Distribution:				
Personnel Services	173,063	125,770	150,415	155,375
Supplies	56,338	93,121	62,270	78,070
Maintenance	313,542	143,395	317,830	145,690
Services	171,885	146,800	147,840	127,575
Sundry Charges	36,820	6,060	30,500	4,830
Depreciation	294,527	309,546	315,070	468,175
Totals	1,046,175	824,692	1,023,925	979,715
Utility Department:				
Personnel Services	355,485	365,418	390,535	401,480
Supplies	45,684	42,493	49,100	44,200
Maintenance	98,054	88,425	105,880	111,265
Services	168,744	178,214	167,530	171,370
Sundry Charges	5,096	7,715	41,800	39,880
Depreciation	360,332	360,278	363,650	363,850
Non Capitalized Equipment	334	295	300	740
Totals	1,033,729	1,042,838	1,118,795	1,132,785
Debt Service:				
Interest	435,359	498,734	484,690	465,995
Fees	133,419	1,131	800	700
Totals	568,778	499,865	485,490	466,695
TOTAL EXPENSES	\$ 7,005,719	\$ 7,185,881	\$ 7,714,675	\$ 7,247,350

**ENTERPRISE FUNCTION EXPENSE
Fiscal Year 2017**



Description: This pie chart highlights the "Sanitary Sewer" department in relationship to the other departments within the Enterprise Funds.

BUDGET SUMMARY

Fund	Function Distribution	Sanitary Sewer	Department Number 35		
Water & Sewer					
	Expend. Class		Actual 2014-15	Budgeted 2015-16	Proposed 2016-17
	Personnel Services		\$ 173,062	\$ 150,415	\$ 155,375
	Supplies		22,758	26,300	26,500
	Maintenance		31,939	37,035	37,090
	Services		60,297	61,950	61,310
	Sundry Charges		33,924	38,000	19,100
	Depreciation		71,565	90,735	87,330
	TOTAL ALL ACCOUNTS		<u>\$ 393,545</u>	<u>\$ 404,435</u>	<u>\$ 386,705</u>

PERSONNEL ALLOCATION

Classification	Salary Range	Pay Level	Employees	
			Present	Proposed
Public Works Director	Unclassified	N/A	.00	.00
Foreman	3,639 to 3,979	16	.50	.50
Maintenance 3	3,517 to 3,847	15	1.00	1.00
Maintenance 2	3,170 to 3,467	12	.75	.75
TOTAL			2.25	2.25

Mission Statement

To insure reliable collection of all Snyder system wastewater, delivering it to the wastewater treatment plant.

Description

The department is responsible for the operation and maintenance of the wastewater collection system. Included tasks are making of sewer taps, laying of new sewer lines, cleaning of line stoppages, repairing or replacing damaged lines.

Goals

1. To maintain the collection system so that it will provide consistently reliable service to all customers.
2. To make necessary repairs with a minimum disruption of service.

Objectives

1. To train department employees to be able to properly deal with all of the collection system problems to be encountered.
2. To increase certification levels of all department employees.
3. To locate chronic problem areas, and to determine how a permanent cure may be affected.

Indicators

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>
Service Line Stop	20	25	30
Sewer Main Stoppages	90	70	34
Customer Taps	18	32	18
Sewer Mains Installed (Footage)	0	0	60

SANITARY SEWER - DEPARTMENT NO. 35

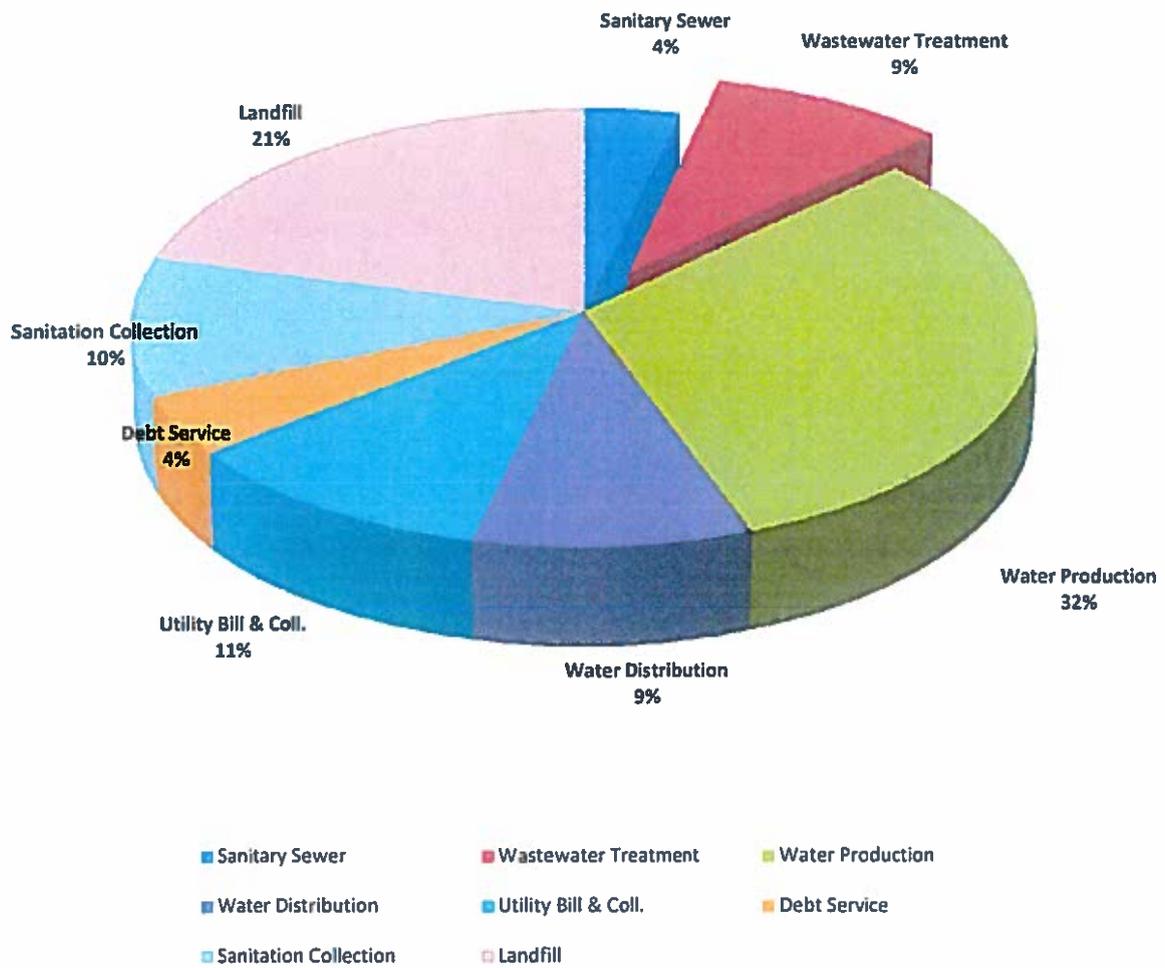
EXPENDITURES - FUND 02

	ACTUAL 2014-2015	BUDGETED 2015-2016	PROPOSED 2016-2017
PERSONNEL SERVICES			
635-101 SUPERVISION	9,492	-	-
635-102 CLERICAL	-	-	-
635-104 MAINTENANCE	70,640	92,530	96,630
635-105 LONGEVITY	518	520	530
635-106 OVERTIME	12,014	13,000	13,000
635-107 PARTTIME	-	-	-
635-108 FICA EXPENSE	5,601	6,575	6,830
635-109 TMRS EXPENSE	15,746	17,710	17,690
635-110 INSURANCE EXPENSE	14,382	18,540	19,095
635-111 MEDICARE EXPENSE	1,310	1,540	1,600
635-112 ACCRUED COMP. ABSENCES	(762)	-	-
635-113 TMRS	(1,849)	-	-
Sub Total	127,092	150,415	155,375
SUPPLIES & MATERIALS			
635-201 OFFICE SUPPLIES	164	100	100
635-204 UNIFORM & CLOTHING	1,624	2,400	2,600
635-205 TIRES & TUBES	316	200	200
635-206 MOTOR VEHICLE SUPPLIES	61,574	22,000	22,000
635-207 MINOR TOOLS & APPARATUS	353	1,000	1,000
635-208 JANITORIAL	30	-	-
635-209 CHEMICAL & MECHANICAL SUPPLIES	117	300	300
635-215 OTHER SUPPLIES	146	300	300
Sub Total	64,324	26,300	26,500
MAINTENANCE OF BUILDINGS			
635-304 SEWER LINES	37,838	34,000	34,000
635-306 STORM SEWER	-	-	-
Sub Total	37,838	34,000	34,000
MAINTENANCE OF EQUIPMENT			
635-401 OFFICE EQUIPMENT	-	-	-
635-402 MACHINERY	-	700	700
635-404 AUTOMOTIVE EQUIPMENT	873	1,300	1,300
635-406 MINOR TOOLS & APPARATUS	-	500	500
635-407 SOFTWARE MAINTENANCE	523	535	590
Sub Total	1,396	3,035	3,090

	ACTUAL 2014-2015	BUDGETED 2015-2016	PROPOSED 2016-2017
MISCELLANEOUS SERVICES			
635-501-01 TELEPHONE	12	-	-
635-501-02 CELLULAR	800	1,000	1,000
635-501-03 INTERNET	288.00	455	455
635-502 RENTAL OF EQUIPMENT	229	145	145
635-503 INSURANCE	5,250	6,000	6,000
635-504 SPECIAL SERVICES	261	150	150
635-505 ADVERTISING EXPENSE	184	300	300
635-506 BUSINESS & TRANSPORTATION	-	600	600
635-508 FEE BASIS SERVICES	50,355	52,500	51,860
635-510 CONTRACTUAL SERVICES	939	800	800
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Sub Total	58,318	61,950	61,310
SUNDRY CHARGES			
635-601 TRAINING & EDUCATION	12	2,000	2,000
635-602 MEMBERSHIPS & SUBSCRIPTIONS	-	-	-
635-604 WORKER'S COMP.	13,702	36,000	17,100
635-605 UNEMPLOYMENT	294	-	-
635-606 FREIGHT EXPENSE	12	-	-
635-607 PRINTING EXPENSE	-	-	-
	<hr/>	<hr/>	<hr/>
Sub Total	14,020	38,000	19,100
CAPITAL OUTLAY			
635-804 SEWER SYSTEM IMPROV.	*	-	-
635-807 NEW SEWER SYSTEM	*	-	-
635-901 OFFICE EQUIPMENT	*	-	-
635-902 AUTOMOTIVE EQUIPMENT	*	-	-
635-903 MACHINERY	*	13,000	266,800
635-910 DEPRECIATION	70,373	90,735	87,330
	<hr/>	<hr/>	<hr/>
Sub Total	70,373	90,735	87,330
TOTAL BUDGET	\$ 373,361	\$ 404,435	\$ 386,705

* MEMORANDUM ONLY

**ENTERPRISE FUNCTION EXPENSE
Fiscal Year 2017**



Description: This pie chart highlights the "Wastewater Treatment Plant" department in relationship to the other departments within the Enterprise Funds.

BUDGET SUMMARY

Fund	Function	Department Number		
	Wastewater Treatment – Sewage	36		
Water & Sewer				
Expend. Class		Actual 2014-15	Budgeted 2015-16	Proposed 2016-17
Personnel Services		\$ 253,243	\$ 227,265	\$ 217,645
Supplies		46,159	48,760	51,500
Maintenance		213,069	145,605	99,825
Services		324,018	325,310	285,060
Sundry Charges		10,223	7,350	9,760
Depreciation		245,151	302,795	307,285
TOTAL ALL ACCOUNTS		<u>\$1,091,863</u>	<u>\$1,057,085</u>	<u>\$ 971,075</u>

PERSONNEL ALLOCATION

Classification	Salary Range	Pay Level	Employees	
			Present	Proposed
Public Works Director	Unclassified	N/A	.00	.00
Foreman	3,639 to 3,979	16	1.00	1.00
Plant Operator	3,398 to 3,716	14	2.00	2.00
TOTAL			3.00	3.00

Mission Statement

To provide proper treatment of all wastewater received from the Snyder sanitary sewer and to appropriately dispose of plant effluent according to state and federal agency requirements.

Description

The department is responsible for the operation of the wastewater treatment plant which treats the wastewater from the Snyder sanitary sewer. The plant is operated by operators certified by the Texas Commission on Environmental Quality. Treated effluent is utilized for irrigation on the City alfalfa field and the Western Texas College golf course with the remainder channeled into Deep Creek.

Goals

1. To insure that the plant is operated in accordance with all regulatory agencies.

-
2. To insure that the quality of the plant effluent exceeds the quality required by the discharge permit.
 3. To maintain the plant in an attractive efficient manner.

Objectives

1. To continue formal training of operators to increase certification levels.
2. To continue the appearance improvements programs.

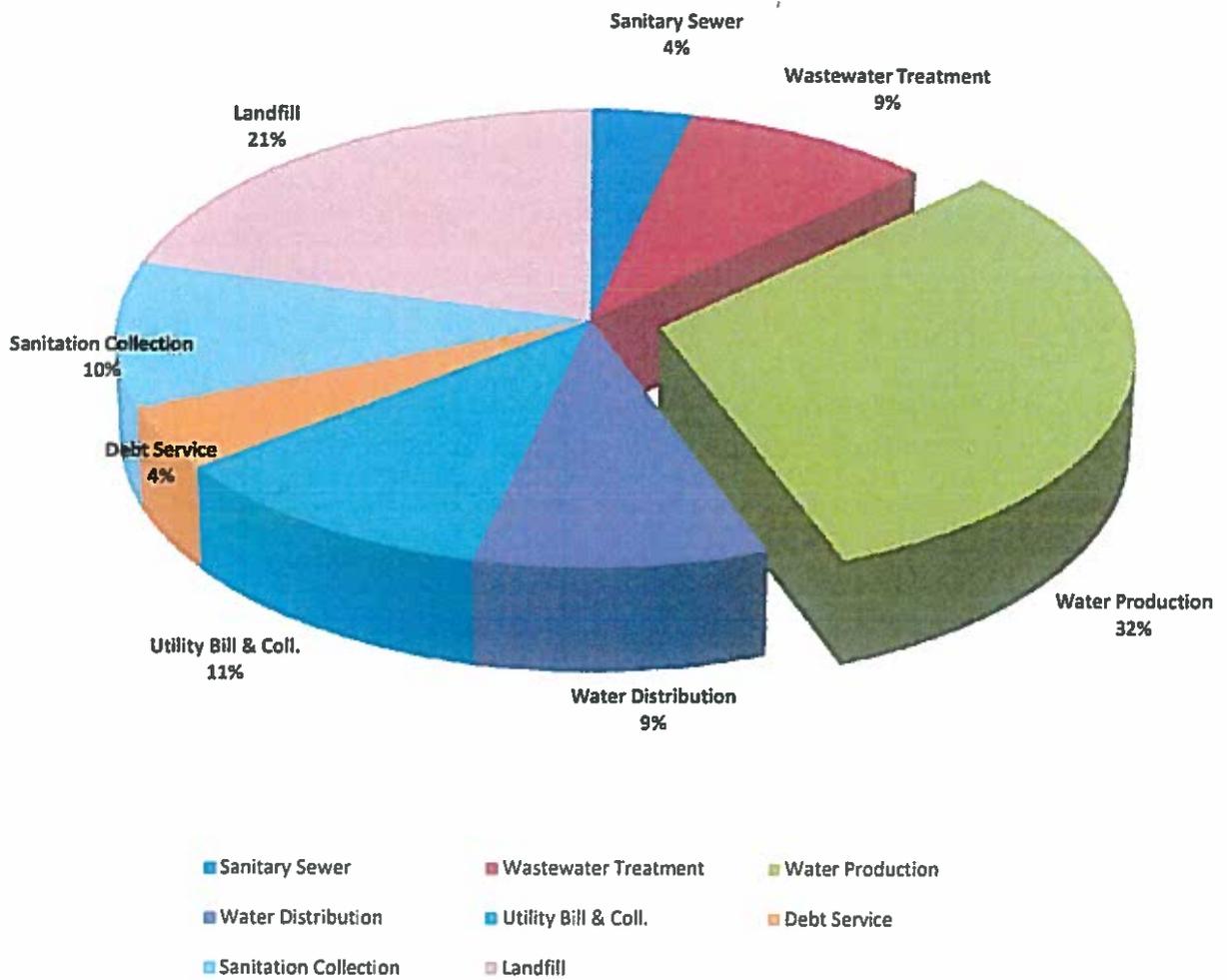
WASTEWATER TREATMENT - DEPARTMENT NO. 36

EXPENDITURES - FUND 02

	ACTUAL 2014-2015	BUDGETED 2015-2016	PROPOSED 2016-2017
PERSONNEL SERVICES			
636-101 SUPERVISION	9,492	-	-
636-103 OPERATIONS	131,372	130,090	128,605
636-105 LONGEVITY	2,777	2,795	1,745
636-106 OVERTIME	52,415	30,000	25,000
636-108 FICA EXPENSE	11,926	10,100	9,630
636-109 TMRS EXPENSE	33,251	27,200	24,950
636-110 INSURANCE EXPENSE	24,523	24,720	25,460
636-111 MEDICARE EXPENSE	2,789	2,360	2,255
636-112 ACCRUED COMP. ABSENCES	493	-	-
636-113 TMRS	(3,903)	-	-
Sub Total	265,135	227,265	217,645
SUPPLIES & MATERIALS			
636-201 OFFICE SUPPLIES	798	1,300	1,300
636-202 FORMS	-	-	-
636-203 SHOP SUPPLIES	787	4,300	3,500
636-204 UNIFORM & CLOTHING	2,979	2,460	2,600
636-205 TIRES & TUBES	-	1,000	1,000
636-206 MOTOR VEHICLE SUPPLIES	8,936	10,000	10,000
636-207 MINOR TOOLS & APPARATUS	3,211	600	1,000
636-208 JANITORIAL SUPPLIES	1,560	1,700	1,700
636-209 CHEM. & MECH. SUPPLIES	22,469	27,000	30,000
636-210 BOTANICAL & AGRICULTURAL	152	-	-
636-215 OTHER SUPPLIES	2,913	400	400
Sub Total	43,805	48,760	51,500
MAINTENANCE OF BUILDINGS			
636-301 BUILDINGS & GROUNDS	10,970	32,000	25,000
636-305 SEWAGE TREATMENT PLANT	2,406	5,000	3,000
636-315 OTHER	8,258	-	-
Sub Total	21,634	37,000	28,000
MAINTENANCE OF EQUIPMENT			
636-401 OFFICE EQUIPMENT	-	-	-
636-402 MACHINERY	217	1,500	1,500
636-403 EQUIPMENT	3,760	10,000	10,000
636-404 AUTOMOTIVE EQUIPMENT	1,378	3,000	3,000
636-406 MINOR TOOLS & APPARATUS	1,577	1,000	1,000
636-407 SOFTWARE MAINTENANCE	712	605	825
636-422 WASTEWATER SYSTEM EQUIPMENT	61,555	92,000	55,000
636-426 OTHER	69	500	500
Sub Total	69,268	108,605	71,825

	ACTUAL 2014-2015	BUDGETED 2015-2016	PROPOSED 2016-2017
MISCELLANEOUS SERVICES			
636-501-01 TELEPHONE	1,254	1,500	385
636-501-02 CELLULAR	967	850	850
636-501-03 INTERNET	3,443	3,165	3,165
636-502 RENTAL OF EQUIPMENT	7,952	1,075	1,075
636-503 INSURANCE	7,539	7,600	7,600
636-504 SPECIAL SERVICES	652	3,000	3,000
636-505 ADVERTISING	135	150	150
636-506 BUSINESS & TRANSPORTATION	-	-	-
636-507 DIESEL FUEL TAX	-	-	-
636-508 FEE BASIS SERVICE	159,605	176,330	143,815
636-510 CONTRACTUAL SERVICES	6,880	2,040	2,040
636-511-01 ELECTRICITY	123,910	128,000	121,580
636-511 GAS	1,338	1,600	1,400
636-512 DATA PROCESSING.	-	-	-
Sub Total	313,675	325,310	285,060
SUNDRY CHARGES			
636-601 TRAINING & EDUCATION	866	4,000	4,000
636-602 MEMBERSHIPS & SUBSCRIPTIONS	108	200	200
636-604 WORKER'S COMP.	979	1,500	3,910
636-605 UNEMPLOYMENT	-	-	-
636-606 FREIGHT EXPENSE	3,197	1,650	1,650
636-607 PRINTING EXPENSE	-	-	-
Sub Total	5,150	7,350	9,760
CAPITAL OUTLAY			
636-701 BUILDINGS	*	-	-
636-804 SEWER SYSTEM IMPROVEMENTS	*	-	-
636-806 OTHER IMPROVEMENTS	*	-	-
636-901 OFFICE FURNITURE & EQUIP.	*	2,000	-
636-902 AUTOMOTIVE EQUIPMENT	*	-	-
636-903 MACHINERY & OTHER EQUIP.	*	254,000	293,000
636-910 DEPRECIATION	262,235	302,795	307,285
Sub Total	262,235	302,795	307,285
TOTAL BUDGET	\$ 980,902	\$ 1,057,085	\$ 971,075
* MEMORANDUM ONLY			

**ENTERPRISE FUNCTION EXPENSE
Fiscal Year 2017**



Description: This pie chart highlights the "Water Production" department in relationship to the other departments within the Enterprise Funds.

BUDGET SUMMARY

Fund	Function	Water	Department Number		
Treatment			74		
Water & Sewer					
Expend. Class	Actual	Proposed	Proposed		
	2014-15	2015-16	2016-17		
Personnel Services	\$ 388,209	\$ 420,295	\$ 428,070		
Supplies	201,919	226,800	227,100		
Maintenance	155,535	352,165	140,995		
Services	1,760,213	2,140,995	1,990,930		
Sundry Charges	21,879	25,100	16,975		
Non capitalized equipment	783	-	-		
Depreciation	343,091	459,590	506,305		
TOTAL ALL ACCOUNTS	\$ 2,871,629	\$ 3,624,945	\$ 3,310,375		

PERSONNEL ALLOCATION

Classification	Salary Range	Pay Level	Employees	
			Present	Proposed
Public Works Director	Unclassified	N/A	.55	.55
Foreman	3,639 to 3,979	16	1.00	1.00
Water Plant Operator	3,398 to 3,716	14	4.00	4.00
TOTAL			5.55	5.55

Mission Statement

To provide potable water for use by the City's residential, commercial, industrial and wholesale contract customers and to do so in a manner which meets or exceeds requirements of regulatory agencies.

Description

The department operates two water treatment plants, which receive raw water from the Colorado River Municipal Water District. Included responsibilities are operation and preventative maintenance of the water plants, daily testing of water quality, and periodic bacterial and chemical sampling of the distribution system to meet Texas Commission on Environmental Quality requirements. The plants are operated 16 hours a day during the winter and 24 hours a day in the summer by operators certified by the TCEQ.

Goals

1. To improve efficiency and quality of operation and maintenance of the water treatment plants.
2. To anticipate the future requirements of the Water Quality Act and to furnish water which will continue to meet those requirements.
3. To assure that the customers receive an adequate supply of high quality potable water.

Objectives

1. To install additional equipment to aid plant operation and decrease maintenance.
2. To continue the formal training program for department employees.

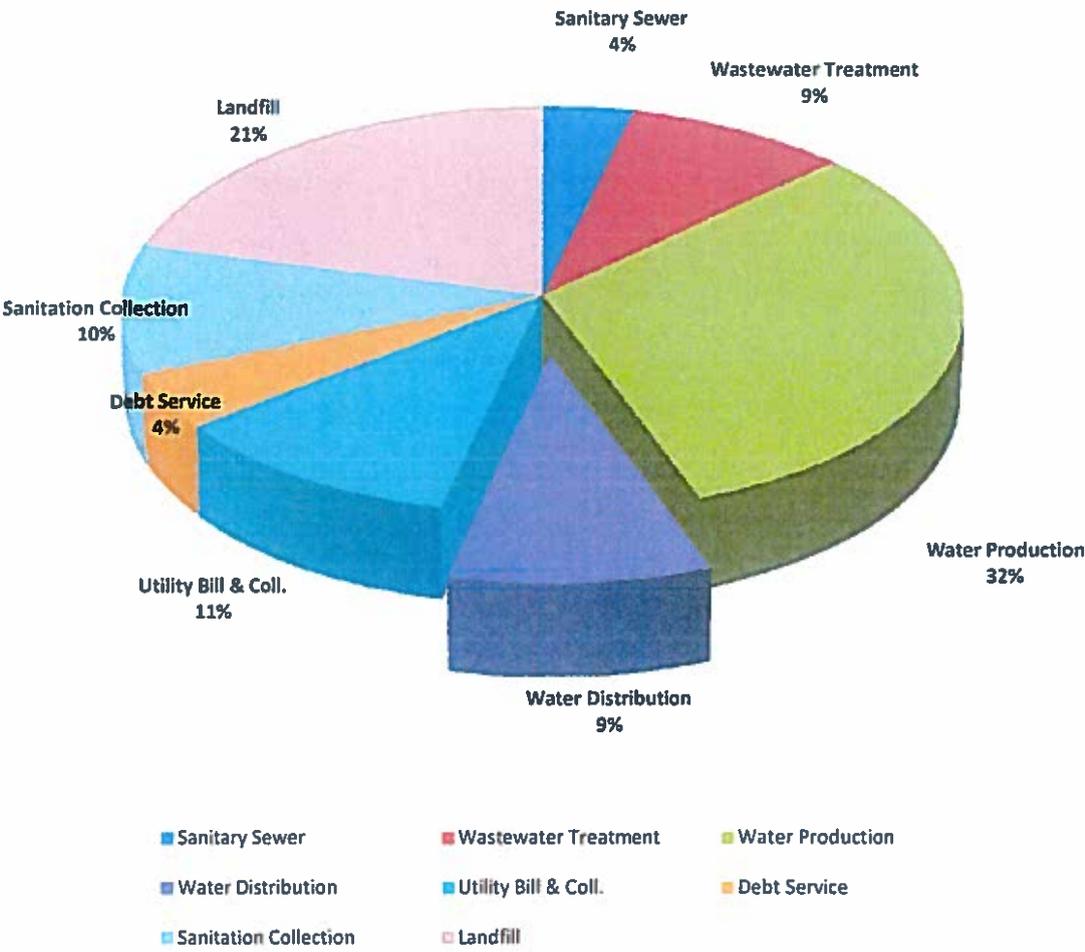
WATER PRODUCTION - DEPARTMENT NO. 74

EXPENDITURES - FUND 02

	ACTUAL 2014-2015	BUDGETED 2015-2016	PROPOSED 2016-2017
PERSONNEL SERVICES			
674-101 SUPERVISION	24,461	52,140	53,185
674-103 OPERATIONS	186,415	207,130	212,830
674-105 LONGEVITY	1,527	1,945	1,940
674-106 OVERTIME	53,233	40,000	40,000
674-108 FICA EXPENSE	15,630	18,675	19,095
674-109 TMRS EXPENSE	45,236	50,305	49,460
674-110 INSURANCE EXPENSE	39,676	45,730	47,095
674-111 MEDICARE EXPENSE	3,656	4,370	4,465
674-112 ACCRUED COMP. ABSENCES	(2,211)	-	-
674-113 TMRS	(5,310)	-	-
Sub Total	362,313	420,295	428,070
SUPPLIES & MATERIALS			
674-201 OFFICE SUPPLIES	1,775	2,600	2,600
674-203 SHOP SUPPLIES	3,778	5,000	5,000
674-204 UNIFORM & CLOTHING	4,645	4,700	5,000
674-205 TIRES & TUBES	-	500	500
674-206 MOTOR VEHICLE SUPPLIES	12,559	10,000	10,000
674-207 MINOR TOOLS & APPARATUS	2,557	1,400	1,400
674-208 JANITORIAL SUPPLIES	3,175	2,300	2,300
674-209 CHEM. & MECH. SUPPLIES	196,145	200,000	200,000
674-210 BOTANICAL & AGRICULTURAL	-	-	-
674-215 OTHER SUPPLIES	1,999	300	300
Sub Total	226,633	226,800	227,100
MAINTENANCE OF BUILDINGS			
674-301 BUILDINGS & GROUNDS	20,921	40,000	40,000
674-303 WATER PLANT	22,292	10,000	10,000
674-307 STAND PIPE, RESRV.& STRG.TANKS	-	-	-
674-314 WATER TOWER & TANKS	143,353	196,000	5,000
Sub Total	186,566	246,000	55,000
MAINTENANCE OF EQUIPMENT			
674-401 OFFICE EQUIPMENT	-	-	-
674-402 MACHINERY	52	200	200
674-403 EQUIPMENT	15,193	18,000	27,610
674-404 AUTOMOTIVE EQUIPMENT	446	1,000	1,000
674-405 SHOP EQUIPMENT	594	200	200
674-406 MINOR TOOLS & EQUIPMENT	296	-	-
674-407 SOFTWARE MAINTENANCE	2,395	1,765	1,985
674-422 WATER SYSTEM EQUIPMENT	67,102	85,000	55,000
Sub Total	86,078	106,165	85,995

	ACTUAL 2014-2015	BUDGETED 2015-2016	PROPOSED 2016-2017
MISCELLANEOUS SERVICES			
674-501-01 TELEPHONE	4,130	3,900	385
674-501-02 CELLULAR	1,000	1,100	1,100
674-501-03 INTERNET	3,440	3,165	3,620
674-502 RENTAL OF EQUIPMENT	1,402	1,125	1,125
674-503 INSURANCE	26,532	27,000	28,000
674-504 SPECIAL SERVICES	13,301	500	2,000
674-505 ADVERTISING	446	280	280
674-506 BUSINESS & TRANSPORTATION	1,367	-	-
674-507 DIESEL FUEL TAX	-	-	-
674-508 FEE BASIS SERVICES	581,594	477,995	428,850
674-510 CONTRACUAL SERVICES	23,920	3,500	30,180
674-511-01 ELECTRICITY	117,708	116,000	109,745
674-511-02 GAS	464	520	500
674-512 DATA PROCESSING	-	-	-
674-516 COST OF WATER (CRMWD)	1,415,744	1,505,910	1,385,145
Sub Total	2,191,048	2,140,995	1,990,930
SUNDRY CHARGES			
674-601 TRAINING & EDUCATION	8,086	4,700	5,000
674-602 MEMBERSHIPS & SUBSCRIP.	108	400	400
674-604 WORKER'S COMP.	10,513	11,000	4,575
674-606 FREIGHT EXPENSE	5,456	9,000	7,000
674-607 PRINTING EXPENSE	-	-	-
Sub Total	24,163	25,100	16,975
CAPITAL OUTLAY			
674-803 WATER SYSTEM IMPROVEMENTS *	-	600,000	700,000
674-902 AUTOMOTIVE EQUIPMENT *	-	30,000	-
674-903 OTHER EQUIPMENT *	-	174,500	284,500
674-910 DEPRECIATION	387,422	459,590	506,305
Sub Total	387,422	459,590	506,305
NON CAPITALIZED EQUIPMENT			
674-905 NON CAPITALIZED EQUIPMENT	-	-	-
Sub total	-	-	-
TOTAL BUDGET	\$ 3,464,223	\$ 3,624,945	\$ 3,310,375
* MEMORANDUM ONLY			

**ENTERPRISE FUNCTION EXPENSE
Fiscal Year 2017**



Description: This pie chart highlights the "Water Distribution" department in relationship to the other departments within the Enterprise Funds.

BUDGET SUMMARY

Fund	Function Distribution	Water	Department Number 75		
Water & Sewer					
Expend. Class			Actual 2014-15	Budgeted 2015-16	Proposed 2016-17
Personnel Services			\$ 173,063	\$ 150,415	\$ 155,375
Supplies			56,338	62,270	78,070
Maintenance			313,542	317,830	145,690
Services			171,885	147,840	127,575
Sundry Charges			36,820	30,500	4,830
Depreciation			294,527	315,070	468,175
TOTAL ALL ACCOUNTS			<u>\$ 1,046,175</u>	<u>\$ 1,023,925</u>	<u>\$ 979,715</u>

PERSONNEL ALLOCATION

Classification	Salary Range	Pay Level	Employees	
			Present	Proposed
Public Works Director	Unclassified	N/A	.00	.00
Foreman	3,639 to 3,979	16	.50	.50
Maintenance 3	3,517 to 3,847	15	1.00	1.00
Maintenance 2	3,170 to 3,467	12	.75	.75

TOTAL 2.25 2.25

Mission Statement

To operate and maintain all pipelines and pertinent equipment necessary to distribute potable water in adequate quantity to meet the needs of Water Department customers.

Description

The department is responsible for the operation and maintenance of the Snyder water distribution system. Included in the responsibility are all piping, valves, fittings, fire hydrants in the system. Water taps, laying of new lines, replacing or repairing damaged lines and related responsibilities also fall within the scope of this department's mission.

Goals

1. To replace all of the small size mains which have substandard pressure and capacity.
2. To locate and replace all chronically troublesome water mains.
3. To repair all leaks on a timely basis.
4. To reduce the system loss percentage.

Objectives

1. To change out 10 deficient fire hydrants and repaint all fire hydrants according to nationally recognized capacity code systems.
2. To increase certification levels of all department employees.

Indicators

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>
1. Service Lines Repaired	70	56	60
2. Main Lines Repaired	60	51	80
3. Fire Hydrants Repaired	0	0	0
4. Fire Hydrants Replaced	2	7	5
5. Valve Boxes Replaced	10	8	20
6. Customer Taps	23	32	41

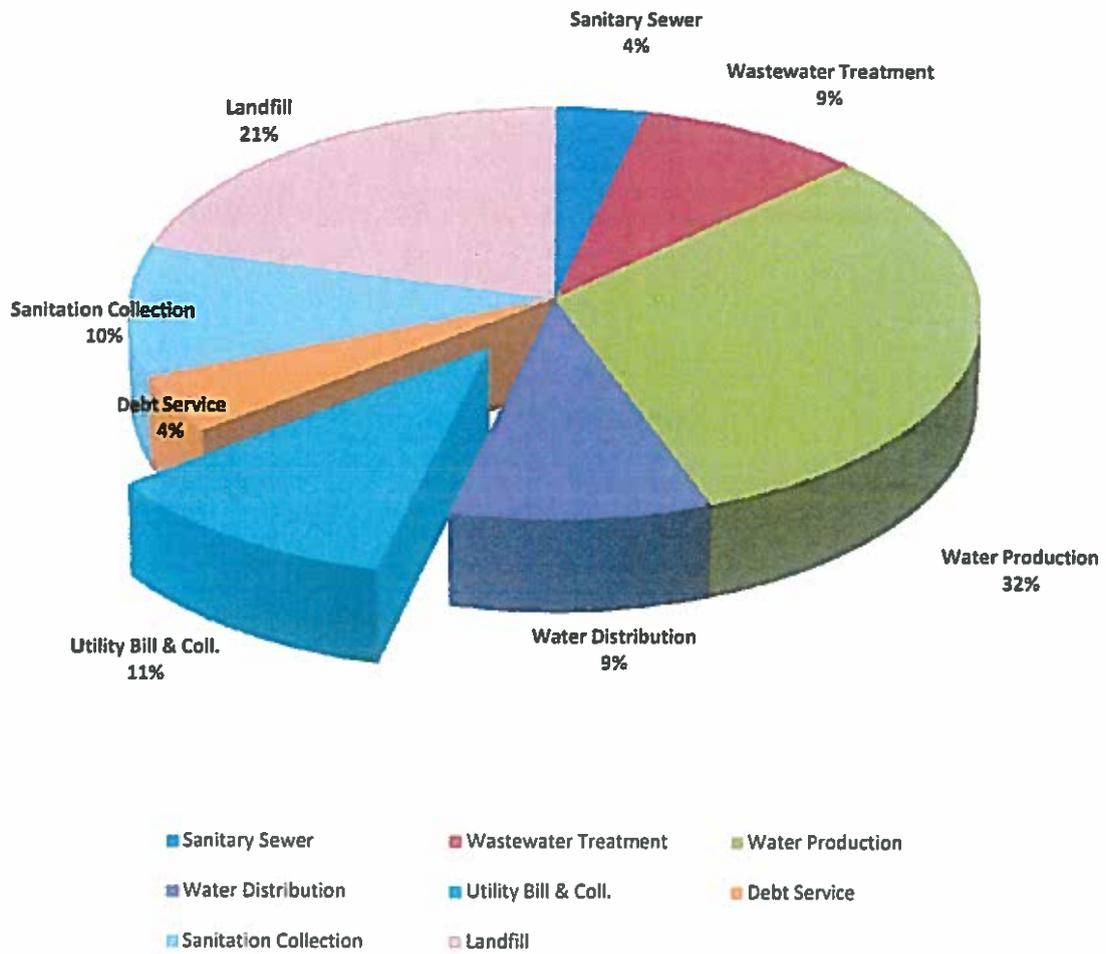
WATER DISTRIBUTION - DEPARTMENT NO. 75

EXPENDITURES - FUND 02

	ACTUAL 2014-2015	BUDGETED 2015-2016	PROPOSED 2016-2017
PERSONNEL SERVICES			
675-101 SUPERVISION	9,492	-	-
675-102 CLERICAL	-	-	-
675-103 OPERATIONS	-	-	-
675-104 MAINTENANCE	69,327	92,530	96,630
675-105 LONGEVITY	518	520	530
675-106 OVERTIME	12,014	13,000	13,000
675-107 PART-TIME	-	-	-
675-108 FICA EXPENSE	5,519	6,575	6,830
675-109 TMRS EXPENSE	15,510	17,710	17,690
675-110 INSURANCE EXPENSE	14,681	18,540	19,095
675-111 MEDICARE	1,291	1,540	1,600
675-112 ACCRUED COMP. ABSENCES	(762)	-	-
675-113 TMRS	(1,820)	-	-
Sub Total	125,770	150,415	155,375
SUPPLIES & MATERIALS			
675-201 OFFICE SUPPLIES	171	100	100
675-202 FORMS	-	-	-
675-204 UNIFORM & CLOTHING	3,626	3,200	4,000
675-205 TIRES & TUBES	15	250	250
675-206 MOTOR VEHICLE SUPPLIES	84,029	55,000	70,000
675-207 MINOR TOOLS & APPARATUS	4,459	3,500	3,500
675-208 JANITORIAL SUPPLIES	-	120	120
675-209 CHEM. & MECH. SUPPLIES	-	-	-
675-215 OTHER SUPPLIES	821	100	100
Sub Total	93,121	62,270	78,070
MAINTENANCE OF BUILDINGS			
675-301 BUILDINGS & GROUNDS	501	3,000	3,000
675-304 WATER LINES	76,804	65,000	70,000
675-307 STAND PIPE, RESERVOIRS & STRG.	-	-	-
675-308 STREETS AND ALLEYS	20,621	20,000	20,000
675-314 WATER TOWERS & TANKS	-	-	-
Sub Total	97,926	88,000	93,000
MAINTENANCE OF EQUIPMENT			
675-401 OFFICE EQUIPMENT	-	-	-
675-402 MACHINERY	5,948	-	-
675-403 EQUIPMENT	-	-	-
675-404 AUTOMOTIVE EQUIPMENT	5,468	19,000	7,000
675-406 MINOR TOOLS & APPARATUS	-	-	-
675-407 SOFTWARE MAINTENANCE	523	530	590
675-411 RADIO INSTALLATION	618	100	100
675-422 WATER SYSTEM EQUIPMENT	32,912	210,200	45,000
675-425 METERS & SETTINGS	-	-	-
675-426 OTHER	-	-	-
Sub Total	45,469	229,830	52,690

	ACTUAL 2014-2015	BUDGETED 2015-2016	PROPOSED 2016-2017
MISCELLANEOUS SERVICES			
675-501-01 TELEPHONE	12	-	-
675-501-02 CELLULAR	800	600	600
675-501-4 INTERNET	288	455	455
675-502 RENTAL OF EQUIPMENT	820	400	400
675-503 INSURANCE	3,732	3,800	4,500
675-504 SPECIAL SERVICES	724	200	500
675-505 ADVERTISING	483	-	-
675-506 BUSINESS & TRANSPORTATION	3	-	-
675-508 FEE BASIS SERVICES	114,499	121,385	97,170
675-510 CONTRACTUAL SERVICES	339	-	-
675-511-01 ELECTRICITY	25,100	21,000	23,950
675-511-02 GAS	-	-	-
	<hr/>	<hr/>	<hr/>
Sub Total	146,800	147,840	127,575
SUNDRY CHARGES			
675-601 TRAINING & EDUCATION	634	2,300	2,300
675-602 MEMBERSHIPS & SUBSCRIPTIONS	-	-	-
675-603 WATER CONSERVATION REQUIREMENT	-	-	-
675-604 WORKER'S COMP.	5,048	27,500	1,830
675-605 UNEMPLOYMENT	294	-	-
675-606 FREIGHT EXPENSE	84	700	700
675-608 BAD DEBT/CHARGE OFFS	-	-	-
	<hr/>	<hr/>	<hr/>
Sub Total	6,060	30,500	4,830
CAPITAL OUTLAY			
675-701 BUILDINGS	-	-	-
675-803 WATER SYSTEM IMPROV.	-	100,000	150,000
675-809 NEW WATER LINES	-	-	-
675-902 AUTOMOTIVE EQUIPMENT	-	120,000	-
675-903 MACHINERY & OTHER EQUIP.	-	28,500	6,000
675-910 DEPRECIATION	309,546	315,070	468,175
	<hr/>	<hr/>	<hr/>
Sub Total	309,546	315,070	468,175
TOTAL BUDGET	\$ 824,692	\$ 1,023,925	\$ 979,715
* MEMORANDUM ONLY			

ENTERPRISE FUNCTION EXPENSE Fiscal Year 2017



Description: This pie chart highlights the "Utility Billing & Collection" department in relationship to the other departments within the Enterprise Funds.

BUDGET SUMMARY

Fund	Function	Department Number		
	Billings & Collections – Utility	76		
Water & Sewer				
		Actual	Budgeted	Proposed
Expend. Class		2014-15	2015-16	2016-17
Personnel Services		\$ 355,485	\$ 390,535	\$ 401,480
Supplies		45,684	49,100	44,200
Maintenance		98,054	105,880	111,265
Services		168,744	167,530	171,370
Sundry Charges		5,095	41,800	39,880
Non Capitalized equipment		334	300	740
Depreciation		360,332	363,650	363,850
TOTAL ALL ACCOUNTS		\$1,033,728	\$ 1,118,795	\$ 1,132,785

PERSONNEL ALLOCATION

Classification	Salary Range	Pay Level	Employees	
			Present	Proposed
Administrator	5,136 to 5,617	26	1.00	1.00
Senior Clerk	4,038 to 4,416	19	0.00	0.00
Office Manager	4,180 to 4,572	20	1.00	1.00
Foreman	3,639 to 3,979	16	1.00	1.00
Meter Reader/Repairman	3,060 to 3,347	11	1.00	1.00
Clerk	2,961 to 3,239	10	1.00	1.00
Clerk 2	3,398 to 3,716	14	1.00	1.00
TOTAL			6.00	6.00

Mission Statement

The Utility Department is responsible for billing and collections of water, sewer and sanitation receivables for services rendered by the City of Snyder; repairing and reading the meters that have not been read in Fixed Base; collection of 90 day past due accounts and preparing records for collection agency; keeping accurate records on customer accounts; modifications to and the addition of new service accounts;

mailouts for water conservation and recycling; processing and reporting on all complaints within the City organization; assist customer in all areas needed to the best of our ability; and various other duties. Monitoring customers water leak issues and making sure that leaks are repaired in a timely manner. The meter Foreman and Meter Reader/Repairman also assist the street department as necessary with leaks.

Description

Duties of the Utility Department include processing of orders from the start to termination of utility services, receiving and processing utility payments and deposits on a daily basis, handling of customer service, billing problems and complaints, billing finals on a daily basis, billing of customers on a once-a-month basis for utility services, billing septic waste, bulk water and Landfill customers, and preparing monthly balance reports and monthly Departmental Reports for the Accounting Department. Personnel in this department are also responsible for re-reads, meter repairs, meter readings and assuring that the consumption billed is accurate. We are also responsible for records and billings for rural sanitation service and extra pick-ups within the city limits; billings for landfill fee charges and recycling programs. We now have the ability to monitor leaks through Fixed Base and AMR meters. We are also scanning Service Agreements onto Laserfiche so that we can be more efficient and to cut the chances of access to customers personal information. The meter Foreman assists Department 75 with water leaks and works on the Fixed Base trouble shoot report along with their normal daily responsibilities.

Goals

1. To provide the best possible service and to assist residential, commercial and industrial customers in obtaining and terminating utility services in a timely manner.
2. To maintain the financial integrity of the water, sewer and garbage revenue through accurate billing, collection and accounting for services provided and reduce bad debts.
3. To maintain meters and boxes in the best possible condition and to continue having a high percentage of accurate readings.
4. To perform all other duties of this department at an optimum level.
5. To monitor leaks through Fixed Base and get the information to the customers so that we can keep the loss of water due to leaks to a minimum.
6. To have all clerks in utility department knowledgeable in all aspects of running the office efficiently.

Objectives

1. To process all customer orders for start and termination of services within the same day the order was received.
2. To bill both zones for utility services monthly with a 99.9% rate of accuracy.
3. To interface with other departments in an efficient and courteous manner.
4. To be aware at all times of the possibility of collecting bad debts from prior years.
5. To always be willing to do everything possible to satisfy the customer.
6. To replace damaged water meters and meter boxes as needed.
7. To keep the City's line loss at a percentage that is acceptable to both the Texas Water Development Board and the City.
8. To have a minimum number of addresses on the Fixed Base trouble shoot report.

Indicators

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>
1. % of orders for start and termination processed within same day order was received	100.0%	100.0%	100.0%
2. % of utility bills without errors	99.5%	99.4%	99.6%
3. % of utility payments processed & posted to customer account on date of receipt	100.0%	100.0%	100.0%
4. Number of days that cash drawers were not balanced			

	by the end of the working day	0	0	0
5.	Meters changed out	103	53	35
6.	New meters set	29	34	16
7.	Meters repaired	32	41	53
8.	Meter boxes repaired	19	32	40
9.	Flush lines	5	5	10
10.	Pressure test	16	19	8
11.	Pulled meters	24	48	55
12.	Repair water leaks	14	22	30

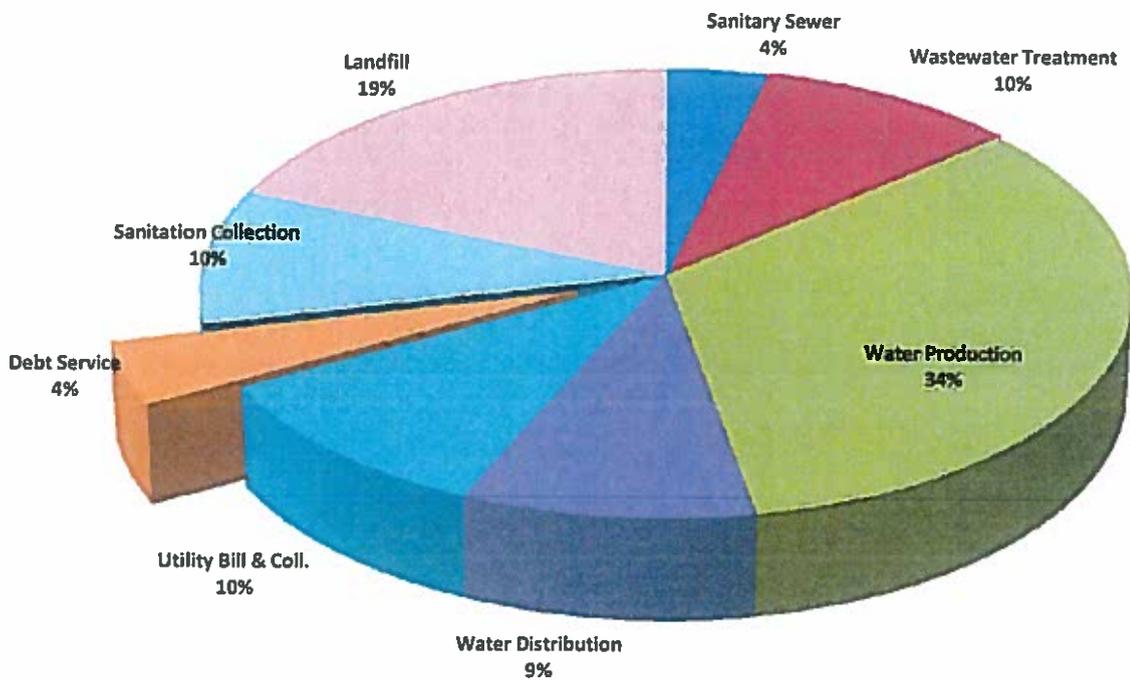
UTILITY OFFICE - DEPARTMENT NO. 76

EXPENDITURES - FUND 02

	ACTUAL 2014-2015	BUDGETED 2015-2016	PROPOSED 2016-2017
PERSONNEL SERVICES			
676-101 SUPERVISION	63,055	64,130	65,410
676-102 CLERICAL	116,880	125,100	129,000
676-103 OPERATIONS	75,849	79,150	82,000
676-104 MAINTENANCE	-	-	-
676-105 LONGEVITY	1,716	1,925	2,165
676-106 OVERTIME	4,770	4,000	4,800
676-107 PART-TIME	-	-	-
676-108 FICA EXPENSE	15,570	17,005	17,570
676-109 TMRS EXPENSE	44,520	45,810	45,510
676-110 INSURANCE EXPENSE	46,350	49,440	50,915
676-111 MEDICARE	3,641	3,975	4,110
676-112 ACCRUED COMP. ABSENCES	(1,708)	-	-
676-113 TMRS	(5,225)	-	-
Sub Total	365,418	390,535	401,480
SUPPLIES & MATERIALS			
676-201 OFFICE SUPPLIES	31,509	33,000	33,000
676-202 FORMS	2,874	7,800	2,900
676-204 UNIFORM & CLOTHING	1,203	1,000	1,000
676-205 TIRES & TUBES	19	400	400
676-206 MOTOR VEHICLE SUPPLIES	6,102	6,000	6,000
676-207 MINOR TOOLS & APPARATUS	417	500	500
676-208 JANITORIAL SUPPLIES	220	250	250
676-215 OTHER SUPPLIES	149	150	150
Sub Total	42,493	49,100	44,200
MAINTENANCE OF BUILDINGS			
676-301 BUILDINGS & GROUNDS	927	350	350
Sub Total	927	350	350
MAINTENANCE OF EQUIPMENT			
676-401 OFFICE EQUIPMENT	-	-	-
676-403 EQUIPMENT	11,829	17,485	20,150
676-404 AUTOMOTIVE EQUIPMENT	1,207	600	600
676-406 MINOR TOOLS & APPARATUS	-	100	-
676-407 SOFTWARE MAINTENANCE	14,689	17,245	22,165
676-411 RADIO INSTALLATION	-	100	-

	ACTUAL 2014-2015	BUDGETED 2015-2016	PROPOSED 2016-2017
676-425 METERS AND SETTINGS	59,773	70,000	68,000
Sub Total	87,498	105,530	110,915
MISCELLANEOUS SERVICES			
676-501-01 TELEPHONE	1,465	1,500	1,595
676-501-02 CELLULAR	1,794	2,050	1,850
676-501-03 INTERNET	1,620	1,600	2,045
676-502 RENTAL OF EQUIPMENT	4,323	4,355	4,355
676-503 INSURANCE	1,305	1,500	1,750
676-504 SPECIAL SERVICES	14,902	12,900	15,000
676-505 ADVERTISING	1,436	1,000	1,450
676-506 BUSINESS & TRANSPORTATION	-	1,500	1,500
676-508 FEE BASIS SERVICES	143,161	133,275	133,790
676-510 CONTRACTUAL SERVICES	108	100	100
676-511-01 ELECTRICITY	7,607	7,200	7,435
676-511-02 GAS	493	550	500
676-512 DATA PROCESSING	-	-	-
Sub Total	178,214	167,530	171,370
SUNDRY CHARGES			
676-601 TRAINING & EDUCATION	48	500	500
676-602 MEMBERSHIPS & SUBSCRIP.	-	-	-
676-603 WATER CONSV.REQUIREMENTS	2,950	3,200	3,100
676-604 WORKER'S COMP.	3,968	4,000	2,405
676-605 UNEMPLOYMENT	-	-	-
676-606 FREIGHT EXPENSE	823	750	875
676-607 PRINTING EXPENSE	-	350	-
676-608 BAD DEBT EXPENSE	(74)	33,000	33,000
Sub Total	7,715	41,800	39,880
CAPITAL OUTLAY			
676-901 OFFICE EQUIPMENT *	-	13,500	3,000
676-902 AUTOMOTIVE EQUIPMENT *	-	-	-
676-903 MACHINERY & EQUIPMENT *	-	-	-
676-910 DEPRECIATION	360,278	363,650	363,850
Sub Total	360,278	363,650	363,850
676-905 NON CAPITALIZED EQUIPMENT	294	300	740
Sub Total	294	-	740
TOTAL BUDGET	\$ 1,042,837	\$ 1,118,795	\$ 1,132,785
* MEMORANDUM ONLY			

ENTERPRISE FUNCTION EXPENSE Fiscal Year 2016



- Sanitary Sewer
- Wastewater Treatment
- Water Production
- Water Distribution
- Utility Bill & Coll.
- Debt Service
- Sanitation Collection
- Landfill

Description: This pie chart highlights the "Debt Service" department in relationship to the other departments within the Enterprise Funds.

BUDGET SUMMARY

Fund	Function	Debt Service	Department Number 78		
Water & Sewer			Actual	Budgeted	Proposed
Expend. Class			2014-15	2015-16	2016-17
Principal Combination Tax & Surplus Revenue 2010			\$ 260,000	\$ -	\$ -
Interest Combination Tax & Surplus Revenue 2010			11,115	-	-
Principal Certificate of Obligation 2010			205,000	220,000	225,000
Interest Certificate of Obligation 2010			94,105	81,535	75,745
Principal Energy & Water Conservation Project			166,985	176,600	181,615
Interest Energy & Water Conservation Project			81,880	72,265	67,250
Principal Combination Tax & Surplus Revenue 2013			-	180,000	180,000
Interest Combination Tax & Surplus Revenue 2013			-	313,220	307,820
TOTAL ALL ACCOUNTS			<u>\$819,085</u>	<u>\$1,043,620</u>	<u>\$1,037,430</u>

These Certificates of Obligation are to pay for energy savings (automatic water meter reading system).

Combination Tax & Surplus Revenue
 Certificates of Obligation
 Series 2010 \$3,495,000
 Last payment 9-01-2023

Energy & Water Conservation Project for Water and Wastewater Plant

Last Payment 2-10-2028 \$3,732,970

These Certificates of Obligation are for improvements to the sewer and water system and to replace cast iron waterlines.

Combination Tax & Surplus Revenue
 Certificates of Obligation
 Series 2013 \$9,000,000
 Last payment 9-30-2034

**CITY OF SNYDER, TEXAS
INTERNAL SERVICE FUND
CENTRAL GARAGE**

**COMPARATIVE STATEMENT OF REVENUES, EXPENSES
AND CHANGES IN WORKING CAPITAL**

2016-2017 BUDGET

	2013-2014 Actual	2014-2015 Actual	2015-2016 Budget	2016-2017 Proposed Budget
Operating Revenues:				
Billings to Departments	386,798	356,510	446,980	366,100
Miscellaneous	4,787	3,409	7,000	7,000
Gain/Loss on sale of asset	-	-	-	-
Total Oper. Revenues	391,585	359,919	453,980	373,100
Operating Expenses:				
Personnel Services	21,868	74,935	73,140	66,450
Supplies	312,278	229,145	319,300	224,600
Maintenance	18,850	4,853	4,275	4,495
Services	23,391	27,757	24,500	21,470
Sundry Charges	1,819	3,193	4,300	3,695
Depreciation	13,379	20,036	28,465	52,390
Total Oper. Expenses	391,585	359,919	453,980	373,100
Operating Income or (Loss)	-	-	-	-
Non-Oper. Revenues:				
Gain on Sale of Asset	-	-	-	-
Total Non-Oper.	-	-	-	-
Net Income (Loss)	\$ -	\$ -	\$ -	\$ -
Cash and Cash Equivalents B-O-Y	68,695	-	-	-
Cash Flows from Operating Activities	73,763	(2,663)	-	-
Cash Flows from Interfund Loans	(246,139)	273,403	-	-
Cash Flows from Capital Activities	(80,071)	(270,740)	-	-
Cash Flows from Investing Activities	-	-	-	-
Net Increase or (Decrease) in Cash	(252,447)	-	-	-
Cash and Cash Equivalents E-O-Y	(183,752)	-	-	-

BUDGET SUMMARY

Fund	Function	Central Garage	Department Number 80	
Intergovernmental				
	Expend. Class	Actual 2014-15	Budgeted 2015-16	Proposed 2016-17
	Personnel Services	\$ 21,868	\$ 73,140	\$ 66,450
	Supplies	312,278	319,300	224,600
	Maintenance	18,850	4,275	4,495
	Services	23,391	24,500	21,470
	Sundry Charges	1,819	4,300	3,695
	Depreciation	13,379	17,465	52,390
	TOTAL ALL ACCOUNTS	\$ 391,585	\$ 442,980	\$ 373,100

PERSONNEL ALLOCATION

Classification	Salary Range	Pay Level	Employees	
			Present	Proposed
Inventory Foreman	3,517 to 3,847	15	1.00	1.00

TOTAL 1.00 1.00

MISSION STATEMENT

Description

This department is responsible for maintaining stock of materials used in maintenance of city vehicles, such as filters, fluids, grease and fuel. Personnel consists of an inventory foreman under the supervision of the Finance Director.

Goals

To provide inventory as needed. Additionally, to provide a maintenance and fueling center and wash bay for all City departments' vehicles.

Objectives

Maintain accurate inventory records.

CENTRAL GARAGE - DEPARTMENT NO. 80

EXPENDITURES - FUND 03

	ACTUAL 2014-2015	BUDGETED 2015-2016	PROPOSED 2016-2017
PERSONNEL SERVICES			
680-102 CLERICAL	-	-	-
680-103 OPERATIONS	48,622	47,125	43,765
680-104 MAINTENANCE	-	-	-
680-105 LONGEVITY	1,021	1,070	90
680-106 OVERTIME	5,733	4,000	3,000
680-107 PART-TIME	-	-	-
680-108 FICA EXPENSE	3,456	3,235	2,905
680-109 TMRS EXPENSE	9,536	8,715	7,525
680-110 INSURANCE EXPENSE	7,915	8,240	8,485
680-111 MEDICARE EXPENSE	808	755	680
680-112 ACCRUED COMP. ABSENCES	(1,036)	-	-
680-113 TMRS	(1,120)	-	-
Sub Total	74,935	73,140	66,450
SUPPLIES & MATERIALS			
680-201 OFFICE SUPPLIES	817	500	500
680-202 FORMS	-	-	-
680-203 SHOP SUPPLIES	804	100	1,000
680-204 UNIFORM & CLOTHING	2,286	2,000	1,500
680-205 TIRES & TUBES	-	-	-
680-206 MOTOR VEHICLE SUPPLIES	1,577	-	-
680-207 MINOR TOOLS & APPARATUS	1,476	300	1,000
680-208 JANITORIAL SUPPLIES	2,084	1,600	1,600
680-209 CHEMICAL & MECH. SUPPLIES	2,080	800	800
680-212 GAS PURCHASED	100,597	130,000	105,000
680-213 DIESEL PURCHASED	115,410	162,000	110,000
680-214 OIL PURCHASED	232	16,000	500
680-215 OTHER SUPPLIES	1,782	1,000	2,700
680-216 TIRE PURCHASES	-	5,000	-
Sub Total	229,145	319,300	224,600
MAINTENANCE OF BUILDINGS			
680-301 BUILDINGS & GROUNDS	3,134	3,500	3,500
Sub Total	3,134	3,500	3,500
MAINTENANCE OF EQUIPMENT			
680-401 OFFICE EQUIPMENT	-	-	-
680-403 EQUIPMENT	800	-	-
680-404 AUTOMOTIVE EQUIPMENT	37	-	-
680-405 SHOP EQUIPMENT	-	-	-
680-406 MINOR TOOLS & APPARATUS	-	-	-
680-407 SOFTWARE MAINTENANCE	882	775	995

	ACTUAL 2014-2015	BUDGETED 2015-2016	PROPOSED 2016-2017
680-411 RADIO EQUIPMENT	-	-	-
Sub Total	1,719	775	995
MISCELLANEOUS SERVICES			
680-501-01 TELEPHONE	2,553	2,400	670
680-501-02 CELLULAR	799	600	600
680-501-03 INTERNET	3,461	3,620	3,620
680-502 RENTAL OF EQUIPMENT	2,566	1,330	1,330
680-503 INSURANCE	3,751	3,800	4,800
680-504 SPECIAL SERVICES	1,844	-	-
680-506 BUSINESS & TRANSPORTATION	45	-	-
680-507 DIESEL FUEL TAX	-	-	-
680-508 FEE BASIS SERVICES	750	750	750
680-510 CONTRACTUAL SERVICES	-	-	-
680-511-01 ELECTRICITY	5,870	4,700	4,700
680-511-02 GAS	6,118	7,300	5,000
680-512 DATA PROCESSING	-	-	-
Sub Total	27,757	24,500	21,470
SUNDRY CHARGES			
680-601 TRAINING & EDUCATION	12	1,000	1,000
680-604 WORKER'S COMP.	3,182	3,200	2,595
680-605 UNEMPLOYMENT	-	-	-
680-606 FREIGHT EXPENSE	-	100	100
680-607 PRINTING EXPENSE	-	-	-
Sub Total	3,194	4,300	3,695
CAPITAL OUTLAY			
680-701 BUILDINGS *	-	120,000	300,000
680-801 BETTERMENTS TO LAND *	-	-	-
680-812 OTHER IMPROVEMENTS *	-	-	1,400
680-901 OFFICE EQUIPMENT *	-	-	-
680-902 AUTOMOTIVE EQUIPMENT *	-	-	-
680-903 MACHINERY & OTHER EQUIP. *	-	10,000	4,500
680-910 DEPRECIATION	19,136	17,465	52,390
Sub Total	19,136	17,465	52,390
NON CAPITALIZED EQUIPMENT			
680-905 NON CAPITALIZED EQUIPMENT	900	-	-
Sub Total	900	-	-
* MEMORANDUM ONLY			
TOTAL BUDGET	\$ 359,920	\$ 442,980	\$ 373,100

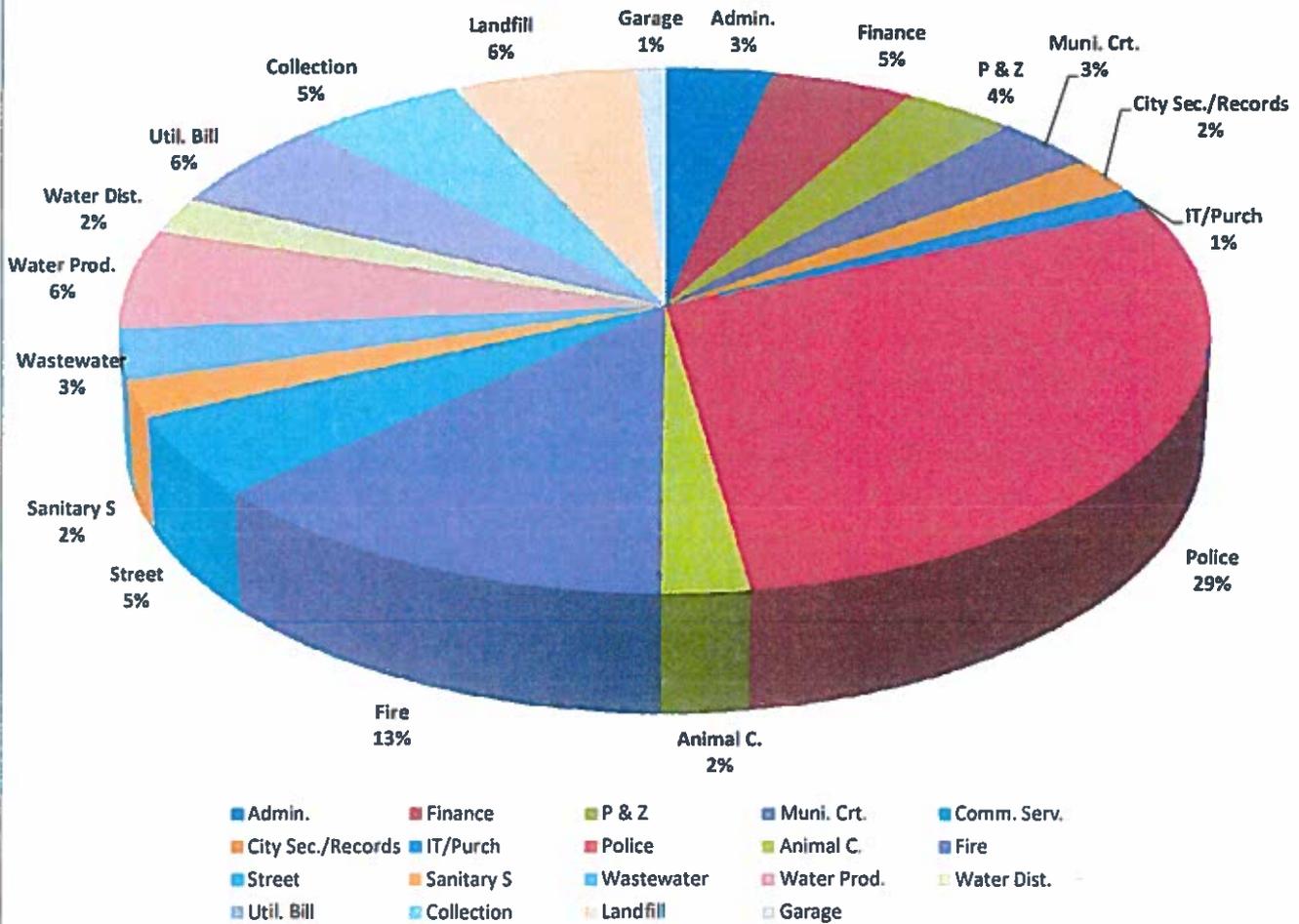
PAY PLAN

ADOPTED BY COUNCIL OCTOBER 1, 1999

The following items and explanations are for use in administering the pay plan:

- **Personnel Schedule for 2016-2017 Budget.** This schedule lists the approved positions in each department.
- **Position Levels, Base and Maximum Salary.** This alphabetical list will allow one to quickly see the level of each position, the base salary for that position, and the maximum salary approved for the position. This schedule also indicates the positions for which there are currently pay incentives.
- **Basic Pay Schedule in Monthly Amounts.** The rows down the left are the levels that correspond to the levels indicated for each position. The columns across are steps within each level. As indicated at the top of the page, there is 3.50% between levels, 3.00% between steps 1, 2, 3, & 4 (Base), and 1.00% between merit steps.
 - a.) A newly hired employee may be hired at Entry 1 (Step 1) or Entry 2 (Step 2) according to direct experience for the position. After six (6) months, the employee may be moved to Step 3 with approval from the Department Head. At the end of one year of employment, the employee is moved to Base (Step 4).
 - b.) When an employee is promoted to a budgeted position, the employee's pay is increased to the level for the new position at the same step as in the current position. Merits are not given on top of promotions.
 - c.) Transferred employees maintain their merit step level.
- **Incentive Benefits.** A schedule describing how incentives will be earned and paid is in the blocked area at the top of the page titled *Incentive Benefits*. The first column is the type of incentive, the second column indicates the accepted source of the incentive, the third column indicates the amount of the incentive, and the last column on the right states the position for which the incentive is applicable. This form also determines the basic requirements for a position by the statement of applicable positions. An employee must have at least one year of prior service with the City of Snyder to be eligible for incentive pay.
- **Evaluations.** The evaluation form should be filled out for all employees, whether they are eligible for merit or not. The amount of the merit recommended, if any, should not be discussed with the employee until the Department Head has met with the City Manager to discuss all merit or promotion recommendations. The annual evaluation should be accomplished in August.
- **Merit Increases.** Complete steps must be given. The limit for merit steps within one year is six steps.

PERSONNEL SERVICES Fiscal Year 2016 - 2017



Description: This pie chart highlights the allocation among all departments for the personnel cost for Fiscal Year 2016 - 2017

**PERSONNEL SCHEDULE
2016-2017 BUDGET**

PAY GRADE	POSITION	ACTUAL 2014-2015	ACTUAL 2015-2016	BUDGET 2016-2017
ADMINISTRATION (Dept. 1)				
Unclassified	City Manager	1.00	1.00	1.00
13	Receptionist/Secretary	1.00	1.00	1.00
		<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
FINANCE (Dept. 2)				
Unclassified	Director of Finance/Treasurer	1.00	1.00	1.00
23	Human Resources/Risk Management	1.00	1.00	1.00
19	Senior Clerk	1.00	1.00	1.00
7	Laborer	1.00	1.00	1.00
		<u>4.00</u>	<u>4.00</u>	<u>4.00</u>
PLANNING & ZONING (Dept. 3)				
27	Superintendent	1.00	1.00	1.00
26	Inspector	2.00	2.00	2.00
		<u>3.00</u>	<u>3.00</u>	<u>3.00</u>
MUNICIPAL COURT (Dept. 4)				
26	Dept. Head	1.00	1.00	1.00
19	Senior Clerk	1.00	2.00	2.00
14	Clerk 2	1.00	0.00	0.00
		<u>3.00</u>	<u>3.00</u>	<u>3.00</u>
CITY SECRETARY/RECORDS MANAGEMENT (Dept 6)				
26	City Secretary	1.00	1.00	1.00
19	Senior Clerk/Deputy City Secretary	1.00	1.00	1.00
		<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
PURCHASING/DATA PROCESSING (Dept. 7)				
26	Administrator	1.00	1.00	1.00
		<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
POLICE (Dept. 16)				
Unclassified	Chief	1.00	1.00	1.00
29	Lieutenant	1.00	1.00	1.00
24	Sergeant	6.00	6.00	6.00
21	Corporal	4.00	4.00	4.00
19	Patrolman	12.00	10.00	10.00
19	Senior Clerk	1.00	1.00	2.00
13	Secretary/Receptionist	1.00	1.00	0.00
10	Clerk	1.00	1.00	1.00
		<u>27.00</u>	<u>25.00</u>	<u>25.00</u>
ANIMAL CONTROL (Dept. 17)				
11	Animal Warden	2.00	2.00	2.00
7	Laborer	1.00	1.00	1.00
		<u>3.00</u>	<u>3.00</u>	<u>3.00</u>

FIRE (Dept. 18)				
Unclassified	Chief	1.00	1.00	1.00
26	Deputy Fire Marshall/Arson Investigator	1.00	1.00	1.00
23	Deputy Fire Marshall/Deputy EMC	1.00	1.00	1.00
19	Lieutenant	2.00	2.00	2.00
17	Fireman	5.00	6.00	6.00
		<u>10.00</u>	<u>11.00</u>	<u>11.00</u>
STREET (Dept. 25)				
Unclassified	Public Works Director	0.10	0.10	0.10
16	Foreman	0.50	0.50	1.00
12	Maintenance 2	2.25	2.25	2.25
15	Maintenance 3	2.00	2.00	2.00
		<u>4.85</u>	<u>4.85</u>	<u>5.35</u>
SANITATION/COLLECTION (Dept. 30)				
Unclassified	Public Works Director	0.10	0.00	0.00
16	Foreman	0.50	0.50	1.00
12	Driver Operator	5.00	5.00	5.00
12	Maintenance 2	0.25	0.25	0.25
		<u>5.85</u>	<u>5.75</u>	<u>6.25</u>
SANITATION/LANDFILL (Dept. 31)				
Unclassified	Public Works Director	0.25	0.35	0.35
16	Foreman	1.00	1.00	1.00
15	Heavy Equipment Operator	3.00	3.00	3.00
19	Senior Clerk	1.00	1.00	1.00
		<u>5.25</u>	<u>5.35</u>	<u>5.35</u>
SANITARY SEWER (Dept. 35)				
Unclassified	Public Works Director	0.10	0.00	0.00
16	Foreman	0.50	0.50	0.50
12	Maintenance 2	0.75	0.75	0.75
15	Maintenance 3	1.00	1.00	1.00
		<u>2.35</u>	<u>2.25</u>	<u>2.25</u>
WASTEWATER TREATMENT-SEWAGE (Dept. 36)				
Unclassified	Public Works Director	0.10	0.00	0.00
16	Foreman	1.00	1.00	1.00
14	Plant Operator	2.00	2.00	2.00
		<u>3.10</u>	<u>3.00</u>	<u>3.00</u>
TREATMENT - WATER (Dept. 74)				
Unclassified	Public Works Director	0.25	0.55	0.55
16	Foreman	1.00	1.00	1.00
14	Water Plant Operator	5.00	4.00	4.00
		<u>6.25</u>	<u>5.55</u>	<u>5.55</u>

DISTRIBUTION - WATER (Dept. 75)				
Unclassified	Public Works Director	0.10	0.00	0.00
16	Foreman	0.50	0.50	0.50
12	Maintenance 2	0.75	0.75	0.75
15	Maintenance 3	1.00	1.00	1.00
		<u>2.35</u>	<u>2.25</u>	<u>2.25</u>
UTILITY (Dept. 76)				
26	Dept. Head	1.00	1.00	1.00
16	Foreman/Utility	1.00	1.00	1.00
19	Senior Clerk	1.00	0.00	0.00
20	Office Manager	0.00	1.00	1.00
10	Clerk	2.00	1.00	1.00
14	Clerk 2	0.00	1.00	1.00
11	Meter Reader/Repairman	1.00	1.00	1.00
		<u>6.00</u>	<u>6.00</u>	<u>6.00</u>
INTERGOVERNMENTAL (Dept. 80)				
16	Foreman	1.00	1.00	0.00
15	Inventory Control Clerk	0.00	0.00	1.00
		<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
TOTAL		<u>92.00</u>	<u>90.00</u>	<u>91.00</u>

**POSITIONS, LEVELS, BASE AND MAXIMUM SALARY
FOR THE FISCAL YEAR 2016-2017**

TITLE	LEVEL	BASE	MAXIMUM SALARY	INCENTIVE PAY
ADMINISTRATOR/DEPT. HEAD	26	5239	5730	
ANIMAL CONTROL OFFICER	11	3121	3413	(*)
CITY SECRETARY/RECORDS MANAGEMENT CLERK	26	5239	5730	
CLERK	10	3020	3303	*
CLERK 2	14	3466	3791	
DRIVER/OPERATOR	12	3233	3536	*
FIREMAN	17	3845	4205	*
FIRE LIEUTENANT	19	4119	4505	*
FIRE MARSHALL, DEPUTY/ARSON INVGT	26	5239	5730	*
FIRE MARSHALL, DEPUTY/DEPUTY EMC	23	4727	5170	
HEAVY EQUIPMENT OPERATOR	15	3587	3923	(*)
HUMAN RESOURCES/RISK MANAGEMENT INSPECTOR	23	4727	5170	
INSPECTOR	26	5239	5730	*
INVENTORY CONTROL CLERK	15	3587	3923	*
LABORER	7	2722	2976	*
MAINTENANCE 1	7	2722	2976	(*)
MAINTENANCE 2	12	3233	3536	*
MAINTENANCE 3	15	3587	3923	(*)
METER READER/REPRMN.	11	3121	3413	*
OFFICE MANAGER	20	4264	4664	
PATROLMAN	19	4119	4505	*
PLANT OPERATORS	14	3466	3791	*
POLICE CORPORAL	21	4414	4827	*
POLICE SERGEANT	24	4891	5348	*
POLICE LIEUTENANT	29	5811	6355	*
SECRETARY/RECEPTIONIST	13	3349	3663	*
SENIOR CLERK	19	4119	4505	*
SUPERINTENDENT	27	5426	5934	*
SUPERVISOR/FOREMAN	16	3712	4059	*

(*) specific positions

CITY MANAGER  SALARY SET BY COUNCIL

FINANCE DIRECTOR
FIRE CHIEF
POLICE CHIEF
PUBLIC WORKS DIRECTOR  SALARY SET BY CITY MANAGER
WITH APPROVAL OF COUNCIL

BASIC PAY SCHEDULE IN MONTHLY AMOUNTS
3.50 PERCENT BETWEEN LEVELS
3.00 PERCENT BETWEEN STEPS 1, 2, 3 & 4
1.00 PERCENT BETWEEN MERIT STEPS
WITH 2.0% C.O.L. INCREASE FOR 2016-2017

LEVEL

	ENTRY 1	ENTRY 2	6 MONS.	BASE	MERIT											
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
1	2,023	2,084	2,147	2,211	2,233	2,255	2,278	2,301	2,324	2,347	2,370	2,394	2,418			
2	2,094	2,157	2,222	2,289	2,312	2,335	2,358	2,382	2,406	2,430	2,454	2,479	2,504			
3	2,169	2,234	2,301	2,370	2,394	2,418	2,442	2,466	2,491	2,516	2,541	2,566	2,592			
4	2,244	2,311	2,380	2,451	2,476	2,501	2,526	2,551	2,577	2,603	2,629	2,655	2,682			
5	2,324	2,394	2,466	2,540	2,565	2,591	2,617	2,643	2,669	2,696	2,723	2,750	2,778			
6	2,406	2,478	2,552	2,629	2,655	2,682	2,709	2,736	2,763	2,791	2,819	2,847	2,875			
7	2,491	2,566	2,643	2,722	2,749	2,776	2,804	2,832	2,860	2,889	2,918	2,947	2,976			
8	2,579	2,656	2,736	2,818	2,846	2,874	2,903	2,932	2,961	2,991	3,021	3,051	3,082			
9	2,668	2,748	2,830	2,915	2,944	2,973	3,003	3,033	3,063	3,094	3,125	3,156	3,188			
10	2,764	2,847	2,932	3,020	3,050	3,081	3,112	3,143	3,174	3,206	3,238	3,270	3,303			
11	2,856	2,942	3,030	3,121	3,152	3,184	3,216	3,248	3,280	3,313	3,346	3,379	3,413			
12	2,959	3,048	3,139	3,233	3,265	3,298	3,331	3,364	3,398	3,432	3,466	3,501	3,536			
13	3,064	3,156	3,251	3,349	3,382	3,416	3,450	3,485	3,520	3,555	3,591	3,627	3,663			
14	3,172	3,267	3,365	3,466	3,501	3,536	3,571	3,607	3,643	3,679	3,716	3,753	3,791			
15	3,283	3,382	3,483	3,587	3,623	3,659	3,696	3,733	3,770	3,808	3,846	3,884	3,923			
16	3,397	3,499	3,604	3,712	3,749	3,786	3,824	3,862	3,901	3,940	3,979	4,019	4,059			
17	3,518	3,624	3,733	3,845	3,883	3,922	3,961	4,001	4,041	4,081	4,122	4,163	4,205			
18	3,641	3,750	3,862	3,978	4,018	4,058	4,099	4,140	4,181	4,223	4,265	4,308	4,351			
19	3,770	3,883	3,999	4,119	4,160	4,202	4,244	4,286	4,329	4,372	4,416	4,460	4,505			
20	3,902	4,019	4,140	4,264	4,307	4,350	4,394	4,438	4,482	4,527	4,572	4,618	4,664			
21	4,039	4,160	4,285	4,414	4,458	4,503	4,548	4,593	4,639	4,685	4,732	4,779	4,827			
22	4,179	4,304	4,433	4,566	4,612	4,658	4,705	4,752	4,800	4,848	4,896	4,945	4,994			
23	4,325	4,455	4,589	4,727	4,774	4,822	4,870	4,919	4,968	5,018	5,068	5,119	5,170			
24	4,477	4,611	4,749	4,891	4,940	4,989	5,039	5,089	5,140	5,191	5,243	5,295	5,348			
25	4,635	4,774	4,917	5,065	5,116	5,167	5,219	5,271	5,324	5,377	5,431	5,485	5,540			
26	4,794	4,938	5,086	5,239	5,291	5,344	5,397	5,451	5,506	5,561	5,617	5,673	5,730			
27	4,966	5,115	5,268	5,426	5,480	5,535	5,590	5,646	5,702	5,759	5,817	5,875	5,934			
28	5,137	5,291	5,450	5,613	5,669	5,726	5,783	5,841	5,899	5,958	6,018	6,078	6,139			
29	5,318	5,478	5,642	5,811	5,869	5,928	5,987	6,047	6,107	6,168	6,230	6,292	6,355			
30	5,506	5,671	5,841	6,016	6,076	6,137	6,198	6,260	6,323	6,386	6,450	6,515	6,580			

INCENTIVE PAY BENEFITS

Incentive pay will be awarded to employees who have received or qualify for the following certificates, degrees, classifications, or licenses, as long as they are not necessary to meet the minimum requirements of the position. To be eligible an employee must have at least one year of prior service with the City of Snyder. Degrees must have been awarded by a state accredited university or college. Certificates, classifications, and licenses must have been awarded by the appropriate state agency having licensing authority.

All awarded incentive amounts are subject to maintaining the status of each certification. Revocation of any certificate or license will result in a reduction in the incentive payment amount.

Incentive payments can be accumulated up to a maximum of \$300.00 per month. The following amounts will apply or any

TYPE	AGENCY	AMOUNT	APPLICABLE POSITION
Masters Degree	College	\$ 120.00	Department Head
Bachelor Degree	College	\$ 100.00	Superintendent, Lieutenant
Associate Degree (applied field)	College	\$ 80.00	Secretarial, Clerical, Accounting, Superintendent
Master Certificate	TCLEOSE	\$ 100.00	Police Sergeant & Lieutenant
Advanced Certificate	TCLEOSE	\$ 80.00	Patrolman, Corporal & Sergeant
Intermediate Certificate	TCLEOSE	\$ 60.00	Patrolman & Corporal
K-9 Handler		\$ 250.00	K-9 Dog Handler
Advanced Certificate	TACA	\$ 60.00	Animal Warden
Animal Euthanasia Certificate	ACT	\$ 40.00	Animal Warden
Master Certificate	TCFP	\$ 100.00	Lieutenant & Deputy Fire Marshall
Advanced Certificate	TCFP	\$ 80.00	Firefighters & Lieutenant
Intermediate Certificate	TCFP	\$ 60.00	Firefighter & Lieutenant
Paramedic	TDH	\$ 80.00	Firefighter, Lieutenant, & Deputy Fire Marshall
EMT Intermediate	TDH	\$ 60.00	Firefighter & Lieutenant
EMT	TDH	\$ 60.00	Firefighter
SCBA AirPack Technician	MSA	\$ 40.00	Firefighter
EmtMgt Certificate	FEMA	\$ 60.00	Emergency Mgt Asst/Firefighter
Wastewater Treatment Plant Operator & Waterworks Operator			
A & A Certificates	TNRCC	\$ 160.00	Plant Operators (\$80.00 per A)
B & B Certificates	TNRCC	\$ 120.00	Plant Operators (\$60.00 per B)
C & C Certificates	TNRCC	\$ 80.00	Plant Operators (\$40.00 per C)
Wastewater Collection Systems Operator or Wastewater Treatment Plant Operator & Waterworks Operator			
Class II or A & A Certifications	TNRCC	\$ 160.00	Water & Sewer Line Foreman (\$80.00 per A)
Class II or B & B Certifications	TNRCC	\$ 120.00	Water & Sewer Line Crew & Foreman (\$60.00 per B)
Class II or C & C Certifications	TNRCC	\$ 80.00	Water & Sewer Line Crew & Foreman (\$40.00 per C)
Waterworks/Wastewater Works Operator C	TNRCC	\$ 60.00	Meter Foreman, Water Sewer Crew (\$30.00 per C)
Waterworks/Wastewater Works Operator D	TNRCC	\$ 40.00	Meter Crew, Water Sewer Crew (\$20.00 per D)
Solid Waste Class A Letter of Completion	TNRCC	\$ 80.00	Landfill Gate Attendant & Landfill HEO
Solid Waste Class B Letter of Completion	TNRCC	\$ 60.00	Landfill Gate Attendant & Landfill HEO
Pesticide Applicator Certification (Mosquito)	TDH	\$ 40.00	Public Works
Pesticide Applicator Certification (Weeds)	TDH	\$ 20.00	Public Works
Backflow Prevention Assembly Certificate	TNRCC	\$ 40.00	Inspector
Asbestos Contractor/Supervisor Training	EPA	\$ 40.00	Inspector, Public Works, Water & Wastewater
Municipal Court Clerk 1	TMCA	\$ 40.00	Municipal Court
Municipal Court Clerk 2	TMCA	\$ 80.00	Municipal Court
Municipal Court Clerk 3	TMCA	\$ 160.00	Municipal Court
Bilingual Certificate Speaking		\$ 20.00	Applicable Positions
Bilingual Certificate Writing		\$ 20.00	Applicable Positions

BENEFIT SUMMARY FOR FISCAL YEAR 2016-2017

- **Vacation.** Each employee (other than in the Fire Department) earns two weeks (10 days) vacation for years 1 through 10, three weeks (15 days) for years 11-20, and four weeks (20 days) for 21 years and over.

Fire Department employees on 24-hour shift, earn 4 shifts for years 1 through 10, 6 shifts for years 11-20, and 8 shifts for 21 years and over.

All vacation time must be taken within an employee's anniversary year or it is forfeited. The City Manager and Department Heads have an additional three-month period following their anniversary to take vacation days.

- **Sick Days.** Each employee (other than in the Fire Department) earns 1 sick day per month. Any unused sick days at the end of the Fiscal Year (September 30) are moved to the employee's sick bank. If an employee has not used any of the twelve sick days during a year, he can be paid \$75.00 or be given three additional vacation days.

Fire Department employees on 24 hour shifts, earn ½ shift (12 hrs.) per month. Unused sick shifts are moved to the employee's sick bank at the end of the fiscal year. Fire department employees who have not used any of the 6 shifts earned during the year, can earn an additional \$75.00 or 1½ shifts of vacation time.

Employees are not paid for unused sick time upon termination.

- **Sick Bank.** Employees may accumulate up to 180 days in the sick bank for use during a long term illness or incapacity.
- **Uniform Allowance.** The employees in the Police, Animal Control, and Fire departments receive \$30.00 per month for uniform allowance. The plainclothes officers and the Police Chief receive \$60.00 per month.
- **Longevity Pay.** Each employee is paid \$4.00 per month in longevity pay for each year the employee works for the City, not to exceed \$100.00 per month.
- **Health & Life Insurance.** The City provides health and life Insurance for all full time employees. Life amount is \$10,000 per employee.
- **Retirement.** The City contributes to the Texas Municipal Retirement System for each employee at a ratio of 2:1. The employee contributes 7% of salary. The City updates service credit on an annual basis.
- **Holidays.** The City observes 15 paid holidays during the year as listed below:
(The Firemen receive 7 ½ paid holiday shifts.)

New Year's Day
Martin Luther King Day
Presidents' Day
Texas Independence Day
Good Friday
Memorial Day
Independence Day

Labor Day
Columbus Day
Veterans Day
Thanksgiving Day
Friday after Thanksgiving
Christmas Eve
Christmas Day
Floating Holiday

UNCLASSIFIED SALARY STRUCTURE

For Fiscal Year 2016-2017

Title	Monthly Salary
City Manager Masters Degree in related field required.	\$11,710.00 <hr/> City Vehicle \$11,710.00
Director of Finance/Treasurer	\$7,378.00
Police Chief Bachelors Degree in related field Masters Certification required.	\$7,279.00 \$60.00 Clothing Allowance <hr/> City Vehicle \$7,339.00
Fire Chief Bachelors Degree in related field and/or Advanced Firefighter and Intermediate Fire/Arson Investigator and Basic EMT	\$6,870.00 \$30.00 Clothing Allowance <hr/> City Vehicle \$6,900.00
Public Works Director	8,030.00 <hr/> City Vehicle \$8,030.00

**CAPITAL OUTLAY IN GENERAL FUND
NEXT 5 YEARS
Police Department - Dept. 16**

Page 1

Description		2017	2018	2019	2020	2021
2013 Chev PU 16-01	Young	\$	\$	\$ 35,000	\$	\$
2006 Ford Expedition 16-02	Counts					
2013 Chev PU 16-03	Burleson				35,000	
2010 Ford Crown Vic 16-04	Wilson	35,000				
2015 Chev Tahoe 16-05	Israel					35,000
2009 Ford Crown Vic 16-06	Ramos					
2014 Chev Tahoe16-07	Merket				35,000	
2014 Chev Tahoe16-08	Latham				35,000	
2012 Chev Tahoe 16-09	Warren		35,000			
2012 Chev Tahoe 16-10	Garcia		35,000			
2012 Chev PU 16-11	Haggard		35,000			
2014 Chev PU 16-12	Luecke				35,000	
2012 Chev Tahoe 16-13	Gonzales			35,000		
2010 Ford Crown Vic 16-14						35,000
2014 Chev Tahoe 16-15	Patrick					35,000
2010 Ford Crown Vic 16-16	Lopez					
2010 Ford Crown Vic 16-17	Thomas	35,000				
2005 Chev PU 16-18	Clark	35,000				
2013 Chev Tahoe 16-19	Guerrero			35,000		
2015 Chev Tahoe 16-20	Ford					
2015 Chev Tahoe 16-21	Tarter					35,000
2015 Chev Tahoe 16-22	Gallagher					35,000
2015 Chev Thaoe 16-23	Steven					
Deluxe Consoles		1,600	1,600	1,600	1,600	1,600
L3 Camera		7,000	7,000	7,000	7,000	7,000
L3 Camera		7,000	7,000	7,000	7,000	7,000
L3 Camera		7,000	7,000	7,000	7,000	7,000
Portable Radio						
Body Armor				11,500		
Misc. Vehicle Equipment		12,000	12,000	12,000	12,000	12,000
Radars		6,200	6,200	6,200	6,200	6,200
Light Bars		7,500	7,500	7,500	7,500	7,500
P.C. System		2,500	2,500	2,500	2,500	2,500
Server				5,000		
Digital Camera						
Tasers		3,000	3,000	3,000	3,000	3,000
K-9						
L-3 Server Download						
Copsync				199,000		

CAPITAL OUTLAY IN GENERAL FUND
NEXT 5 YEARS
Fire Department - Dept. 18

Page 1

Description		2017	2018	2019	2020	2021
2012 Ford P.U. 18-01	Westmoreland	\$	\$ 45,000	\$	\$	\$
2007 CAFS 18-02						235,000
2001 GMC Engine 18-04						
2004 American 18-06						
2013 Engine 13-18-07						
2003 Mack 18-08						
2015 Ford P.U. 18-09	Bawcum					
2005 GMC Booster 18-10						
1994 KME Engine 18-11				310,000		
2010 Ford P.U. 18-12	Hines				42,000	
2008 Ford P.U. 18-15	Station					
2006 Chevrolet SUV 18-19	Emer. Mgmt.					
AirPaks (4)			24,000		25,000	
SCBA Cylinders			4,400		4,800	
Pagers (6)		5,200			3,600	
Training Facility						
Roof on Building						
Overhead Doors						15,000
Chemical Suits					4,800	
Radio Upgrade						
Jaws of Life						
Breathing Air Compressor						
Exhaust fans			4,800			
Generators port. & EOC					20,000	
Ventilation Saw						
Flow Tester						2,000
500 PSI Hose Tester			1,850			
Portable Generator			2,400			
Telephone System			2,450			
Evaporative Coolers (3)		2,300		2,300		
Shop Air Compressor (2)		1,400				
Table & Chairs (Classroom)						
Engine Room Heaters						
Roof Repairs						15,000
Multimedia Projector						
Ice Machine & Cleaner				4,200		
Carpet						
Emerg. Lighting 1801, 1809						
Simplex Locks			3,000			

NEXT 5 YEARS
Fire Department - Dept. 18

Description	2017	2018	2019	2020	2021
Air Cond. Day Room					
Air Cond. Dispatch					
Bedroom Mattresses					
Pressure Washer	3,600				
Dump Tank			2,400		
Gas Monitors (3)	4,500				
Exercise Equipment					
Rescue Hose & Reel					
Hurst Lifting Bags					
Jaws Engine					
TIG Welder					
Gas Heater					2,200
Copy Machine				6,000	
Laptop					
SCBA Fill Cabinet					
Co Detector					
New Vehicle Outfitting					
Plasma Cutter					
Building Improvements	10,000				
Audio System for Training					
Additional Station Heaters					
EOC Construction/Renovation					
AED's (5)					
Dispatch Renovation					
SCBA Work Units (4)					
Office Computers (6)			7,000		
EOC Computers (13)					
Covered Parking					
Iscrub Floor Cleaner				7,500	
A/C Day Room					
Rolling Tool Chest					
Emergency Lighting Upgrade	E-2				
Emergency Lighting Upgrade	E-1				
Hydrostatic Tester					
Akron Mercury Monitors (2)					
Rescue Lifting Bags (set)					
Wildland Fire Pumps (2)	10,000				
TOTAL	\$37,000	\$87,900	\$325,900	\$113,700	\$ 269,200

CAPITAL OUTLAY IN GENERAL FUND
NEXT 5 YEARS
Street Department - Dept. 25

Description	2017	2018	2019	2020	2021
2000 GMC P.U. 2524	\$	\$	\$ 30,000	\$	\$
2004 Chey P.U. 2542		30,000			
2009 Ford P.U. 2505				30,000	
2015 Ford P.U. 142506					
2016 Ford P.U. 152528					
2008 Sterling Dmptrk 25-25			100,000		
2017 6yd.Dmptrk					
Pro-Patch	150,000				
1995 Peterbilt Water Truck 25-48					150,000
2008 Ford Roll-Off Truck 25-31					
1995 KW Truck 25-23					
2002 Superior Broom 25-32				60,000	
2008 Elgin Sweeper 25-46	210,000				
2015 Eager Beaver Lowboy					
2013 CAT 930K Loader 132521		260,000			
1981 953 Trk Lodr. 25-15					
1995 Motor Grader 25-11					
Vibratory Compactor	160,000				
1991 Hamm Compactor 25-01		100,000			
2007 New Holland DT95D 25-45			55,000		
2009 Case 95 25-30				55,000	
2014 John Deere 5100E 142527					
2016 Tractor					
2006 John Deere DR1908 Shredder			20,000		
Bushhog 2615L1 Shredder				20,000	
2014 Bushhog 3815-2 Shredder					
Shredder					
1991 4-Wheel Util.Trlr. 25-37			6,000		
1998 PJ CF202 Trailer 25-16	6,000				
Swenson spreader					
2014 Clarke Mosquito Fogger 2540					
2014 Clarke Mosquito Fogger 2522					
2-Way Radios			1,500		
Paint Striper					
Asphalt Zipper					
20 Yard Roll Off Containers				1,400	
Laptop					
Water Tank		30,000			
TOTAL	\$526,000	\$420,000	\$212,500	\$166,400	\$150,000

CAPITAL OUTLAY IN SANITATION FUND
NEXT 5 YEARS
Sanitation Landfill - Dept. 31

Page 1

Description		2017	2018	2019	2020	2021
2006 Ford P.U. 31-01	Torres	\$	\$	\$	\$	\$
2000 Ford 150 P.U. 31-03				32,000		
1994 Brush Chipper 31-12						
1998 140H Cat. Grader 31-13			300,000			
1997 Port/WD Chipper 31-14						
2013 826 Compactor 31-15		775,000				775,000
2000 Multi-Equip Pump 31-21						
1998 Frtliner Water Trk 31-22						
2015 John Deere Loader 31-23						
2000 GMC 3/4T P.U. 31-24			32,000			
2016 D6R Cat Dozer 31-25					404,000	
2015 623 Scraper 31-26				813,000		
Service Building						
2000 Washer/util.Trailer				9,000		
Office Furniture						1,000
Lenovo PC350 466DX-2						
Lenovo PC350 P166 16 MB				1,600		
Lenova Thinkcenter						
Back-up PC						
Air Compressor						4,500
Diesel Pump						
Radiation Monitor				10,000		
Metal Building						
Fence for Landfill						
Texas Gas Analyzer						
Remote Cont. Transmitter				5,000		
Honda 6300 Pump						
Radio for Scraper						
Groundwater Sampling System		25,000				
Generator						
Portable Air Compressor		3,500				
Cell 4A						
2 Channel 40W Radio						
Ice Machine						
Hoist for Building						
Mad Vac						
Drainage Improvements						
Utility Trailer						
Software						

CAPITAL OUTLAY IN WATER & SEWER FUND
NEXT 5 YEARS
Sewage Treatment - Dept. 36

Description	2017	2018	2019	2020	2021
2005 Ford PU 36-03	\$	\$30,000	\$	\$	\$
Belt Press			250,000		
Gas Detector					
Fecal Coliform Kit					3,500
Desktop Prog. Incubator					5,500
Honda Pump					
Dissolved Oxygen Meter					2,500
Dissolved Oxygen Probe					
Oxygen Portable Meters					
Office Furniture					
Muffle Furnace (2)		3,000			
Adams Compact II Centri.					
Desicator Cabinet		1,500			
Water Analysis Thermometer					
Millipore Desktop Incubator					
Aeration System					
3700 Sampler					3,500
AC Power Converter					
Battery Charger for Generator		3,000			
Office Equipment					4,000
Alarm System					
Turf Ranger Lawn Mower					9,500
Rebuild College Lift Station					
Generator at College LS					
Generator at Industrial LS					
Upgrade 250 LS to SCADA					
Mower SCAG (Tiger Cat)	13,000				
Transfer Switch @ WWT Plant					
Carousel Gear Boxes (2)					
2011 Ford P.U.					
30 HP Pump					
20 HP Pump	20,000				
7.5 HP Pump	10,000				
5 HP Pump					
Rolloff					
Clarifier Overhaul Barscreen Repl.	225,000				
Clarifiers		260,000			
Lab Cabinets	25,000				
TOTAL	\$293,000	\$297,500	\$250,000	\$0	\$28,500

**CAPITAL OUTLAY IN WATER & SEWER FUND
NEXT 5 YEARS
Water Production - Dept. 74**

Description	2017	2018	2019	2020	2021
2011 Ford PU 74-05	\$	\$	\$	\$	\$ 30,000
2003 Chevrolet 74-03					
Chlorine Disinfection					
250,000 Gal. Grnd Strg Tnk					
Hach Turbidimeter		7,000			
Air Compressor	3,500				
Hoist					
Mettler H10 Balance					
Oxygen Meter		2,000			
Wallace & Tiernan Chlorinators	15,000				
Hach One PH Meter Portable					1,500
Capital Chloride Analyzer					4,000
2100N Turbidimeter					9,000
PC & Monitor					
PC & Monitor		1,000			
Apple Ipad Air (2)		1,260			
Chemical Metering Pumps (4)	20,000				
Turbidity Analyzers (2)				10,000	
Turbidity Sensors		7,500			
Hach AT1122 Analyzer Lab	6,000				
Backup Generator /Water Pl.					
Transfer Swith for Generator					
Monochlorine Analyzer	40,000				
Chlorinators	15,000				
Lab Cabinets/Equipment	70,000				
Pump #4 @ H.S.					
Pump #1 @ H.S.	115,000	115,000	115,000	115,000	115,000
Shop					
HVAC Unit					
Improvements to WTP	200,000				
TOTAL	\$484,500	\$133,760	\$115,000	\$125,000	\$159,500

CAPITAL OUTLAY IN WATER & SEWER FUND
NEXT 5 YEARS
Water Distribution - Dept. 75

Description	2017	2018	2019	2020	2021
2008 Sterling Service Truck 75-01	\$	\$75,000	\$	\$	\$
2011 Ford Dump Truck 75-03					100,000
2012 JD Backhoe 75-05					
2014 310SK JD Backhoe					
2014 F450 Service Truck 75-08					
2013 F250 137515				30,000	
2015 Case Fortlift					
2017 Sterling Dump Truck					
2" Hammer Mole			3,500		
Honda Portable Generator					
Mot. 2-Way 4Ch. Radio					
Compaction Wh. for Backhoe					
I.R. Air Tamper				1,600	
Stanley Trash Pump					
K-7500 Ridgid Machine					
Poulan 614 Cut Off Saw					1,500
Paving Breaker					
Fisher Pipe & Cable Locator		3,500			
14" Air Chop Saw					
16" Air Chain Saw					
16' Utility Trailer	6,000				
Honda Trash Pump (Hydraulic)					
Honda Portable Power Gen.					
I.R. Air Compressor					
Metal Detector		1,500			
Hydraulic Cut-Off Saw					1,500
I.R. Paving Breaker		1,500			
Water Line Replace:					
In House	150,000	100,000	100,000	100,000	100,000
Contract	500,000				
Grant					
TCDP Grant					
Walk-Behind Concrete Saw					5,000
Valve Insertion Machine					
TOTAL	\$656,000	\$181,500	\$103,500	\$131,600	\$208,000

CITY OF SNYDER

Classification of Expenditures by Object Code
Classification and Explanation

CODE

100 – 199 **PERSONNEL SERVICES**

Compensation to individuals in form of salaries and wages.

101 Supervision
Administration and direction.

102 Clerical
Clerical services or services of that nature.

103 Operations
Services including policemen, firemen, plant operators and other full-time personnel.

104 Maintenance
Maintenance services including street, sanitation sewer, etc.

105 Longevity
Additional pay based on years of service.

106 Overtime

107 Part-time
Employees who work less than 40 hours per week or employees who are full-time for the summer months only.

108 FICA
City share of contribution to the Social Security System.

109 TMRS
City share of contribution to the Texas Municipal Retirement System.

110 Insurance Expense
Includes life insurance, hospitalization, medical, surgical and major medical insurance coverage. City share of contribution to the Insurance System.

111 Medicare Expense
City share of contributions to Medicare for part-time employees.

112 Accrued Compensated Absences

200 – 299 **SUPPLIES AND MATERIALS**

Includes expendable materials and operating supplies necessary to operate a department. No capital outlay items are included in this classification.

- 201 Office
Includes supplies for the operation of an office such as storage files, paper supplies, film processing, postage, etc.
- 202 Forms
Includes all preprinted forms
- 203 Shop supplies, Lab supplies – Water Plant
- 204 Uniform Clothing
To include all purchased clothing & rental uniforms (protective material, etc.)
- 205 Tires & Tubes
- 206 Motor Vehicle Supplies
To include antifreeze, batteries, etc.
- 207 Minor Tools & Apparatus
Articles normally of small unit value costing less than \$100, which are subject to loss or rapid deterioration. These items are not capitalized.
- 208 Janitorial Supplies
All cleaning supplies.
- 209 Chemical and Mechanical Supplies
Includes chemical, mechanical, paint, medical supplies, foam wet water recharge, etc.
- 210 Botanical and Agricultural
Includes purchasing of indoor and outdoor plants.
- 211 Election Supplies
Includes all supplies needed in order to conduct the General Election.
- 212 Gas Purchases
- 213 Diesel Purchases
- 214 Oil Purchases
- 215 Other Supplies
- 216 Canine Maintenance Supplies
- 300 – 399 MAINTENANCE OF BUILDINGS, STRUCTURES, & LAND**
- Includes all material or contract expenditures covering repair and replacement of property that is already existing.
- 301 Buildings and Grounds
Includes all material and services required in the maintenance of buildings and structures, including walks, drives, fences, paint, fixtures, etc.
- 302 Bridges
- 303 Water Filtration Plant

- 304 Water Lines and Sewer Lines
- 305 Sewage Treatment Plant
- 306 Storm Sewer
- 307 Stand Pipe, Reservoirs and Storage Tanks
- 308 Streets and Alleys
Includes seal coating, rock and emulsion, etc.
- 309 Unassigned
- 310 Unassigned
- 311 Unassigned
- 312 Unassigned
- 313 Unassigned
- 314 Water Towers and Tanks
Includes all water towers and related apparatus, such as, valves, fittings, piping, painting, etc.
- 315 Other

400 – 499 MAINTENANCE OF EQUIPMENT, MACHINERY, TOOLS & INSTALLATION

Includes all material, services, or contract expenditures covering maintenance of equipment, machinery and tools.

- 401 Office Equipment
Includes all expenditure in maintenance and repair of office equipment such as; typewriters, adding machines, calculators, desks and chairs; also including all maintenance contracts.
- 402 Machinery and Equipment
Includes maintenance of machinery or equipment that does not require gas or oil.
- 403 Unassigned
- 404 Automotive Equipment
Includes all material and services required in the maintenance and repair of all automobiles, trucks, pickups, trailers, ambulances, and attachments and appendages to vehicles.
- 405 Shop Equipment
Includes all material and services to maintain all battery chargers, air compressors, welders, cutters, drills, generators, jacks, etc. Does not include small hand tools.

- 406 Minor Tools and Equipment
Maintenance and repair of small hand tools and equipment with unit value less than \$100.
- 410 Signal and Sign System
Includes all material and services used in maintenance of traffic lights, school zone lights, stop and yield signs and other traffic control devices.
- 411 Radio Installation
Includes all material and services required for the proper maintenance of 2-way radio equipment including the removal and installation of radios, consoles, etc.
- 422 Water System Equipment
Includes maintenance of water distribution system equipment such as, water mains, booster pumps, gate valves, repair saddles, water well pumping equipment and fire hydrants, etc.
- 423 Unassigned
- 425 Meters and Settings
Includes all expenditures in the maintenance and repair of water meters and settings; also includes maintenance service provided through contracts.
- 426 Other
- 500 – 599 MISCELLANEOUS SERVICES**
- Includes those expenses which do not fall into any category.
- 501 Communication
To include telephone and teletype.
- 502 Rental of Equipment
Includes payments for use of all non-owned equipment: postage meter, copier, air bottles, etc.
- 503 Insurance
Includes Fire and all Extended Coverage Insurance, Notary Bonds, Surety Bonds and Insurance Umbrella.
- 504 Special Services
Includes services provided for the City by another agency such as; Retired Senior Center, R.S.V.P., summer recreation programs, employee service awards functions, boy scouts, Snyder Volunteer Fire Department and Firemen's Pension Fund.
- 505 Advertising
Includes cost of advertising, publication of public notices, ordinance, bid invitations, etc.
- 506 Business and Transportation
Includes transportation, meals, lodging and other approved expenses incurred in the performance of official business. Mileage to be calculated at the rate set by the IRS each year.
- 507 Tax Collection Costs
(Department 5 only)

- 508 **Fee Basis Services**
Includes any special professional services paid on a fee basis such as, legal fees, certified public accountants, architectural, election workers, jury fees, auditor, city attorney, municipal judge, breathing air test, etc.
- 509 **Custody Support Services**
For departmental use; includes food and support for persons or animals in custody of the City (jail prisoners, etc.).
- 510 **Contractual Services**
Services contracted by the City such as, ambulance service contract, water meter repair contract, coffee service, Perdue Brandon & Blair, appraisal district, etc.
- 511 **Utility Services**
Electrical, gas, and all utility services.
- 512 **Data Processing**
Includes report forms, computer software, etc.
- 513 **Junk Vehicles**
- 514 **Miscellaneous Expenditures, other.**
Includes advertising, promotion, convention and visitors' activities.
- 515 **Other Services**
- 516 **Cost of Water from CRMWD**
Includes monthly fixed charges from the District and the cost of purchased water.
- 517 **Jury Payments**
The City pays \$6.00 to jurors.
- 600 – 699 OTHER SERVICES AND CHARGES**
- Includes those expenses which are obligations of the City as a public operation.
- 601 **Training & Education**
- 602 **Memberships and Subscriptions**
Includes annual dues to the West Central Texas Council of Governments and the Texas Municipal League, Texas Fire Chief Association, Fireman's and Fire Marshal's Association, Texas Town and Cities, etc. Memberships; subscriptions from professional organizations, publications and local dues.
- 603 **Water Conservation Requirement**
- 604 **Workers Compensation**
Includes payments to the self-insurance fund for on-the-job injuries, loss of life, and medical expenses.
- 605 **Unemployment Compensation**
Includes payments to self-insurance fund for compensation to former employees who meet certain unemployment criteria.
- 606 **Freight**

- 607 Printing
Includes envelopes, letterheads, reports, zone ordinances, etc.
- 608 Bad Debt Expense/Charge Offs
- 609 Unassigned
- 610 Unassigned
- 611 Unassigned
- 612 Unassigned
- 613 Unassigned
- 614 Penalty & Interest
- 615 Closure/Post Closure Care Cost

700 – 799 CAPITAL IMPROVEMENTS TO LAND AND BUILDINGS

Capital Outlay includes the purchase of all real property such as land, buildings, and other improvements, and any expenditures that increase the actual value of same.

- 701 Buildings
Includes all buildings and structures, wells, pump houses, park buildings, fire stations, refuse disposal, canopies for sanitation trucks, etc.
- 751 Land
Includes all costs of acquiring land such as purchase price, commission, abstracts, court costs, filing fees, appraisals, attorney's fees, etc.

800 – 899 IMPROVEMENTS OTHER THAN BUILDINGS

- 801 Betterments to Land
Includes all expenditures covering cost of drainage, engineering, inspections, sodding, grading, etc.
- 802 Street Improvements
Includes street paving, sidewalks, curbs, gutters, culverts, storm drains, etc.
- 803 Water System Improvements
Includes water mains, meters and settings, fire hydrants, storage tanks, water towers, water wells, pumping units, controller panel, backwash controllers, etc. Does not apply to material purchased from pro-rata construction fund – See account 813.
- 804 Sewer System Improvements
Includes sewer lift stations, sewer mains, storm sewers & sewage treatment installation.
- 805 Traffic Engineering Improvements
Includes expenditures relating to design and location of traffic control devices, and for installation of traffic control devices such as, traffic signals, street name signs and traffic signs.
- 806 Other Improvements

Includes fences, sprinkler irrigation system, tennis courts, parking lot paving, firing range, etc.

809 New Water Lines

810 New Sewer Systems

813 Pro-Rata Water and Sewer Improvements

Includes expenditures for construction of water and sewer extensions to areas not previously served by the City. This applies only to funds expended from the pro-rata construction fund. This fund controls funds deposited by citizens for construction of lines under City supervision.

814 Unassigned

900 – 999 **EQUIPMENT & MACHINERY**

The purchase of items for property that meet the following requirements:

Must have an estimated life or more than 2 years.

Must be capable of being permanently identified as an individual unit of property.

Must belong to one of the general classes of property which are commonly considered as fixed assets in accordance with generally accepted accounting practice. Fixed assets are defined as the items of more or less an enterprise. As a general rule, an item which meets the first two requirements and has a unit cost of \$1,000 or more should be classified as Capital Outlay, while items costing less than \$1,000 should be classified under supplies and materials.

901 Office Equipment

Includes all new or used additions to office equipment such as, typewriters, adding machines, calculators, duplicating machines, desks, chairs, filing cabinets, modem converter box, PC, printer, lab equipment, drive-in window equipment and installation, draperies, etc.

902 Automotive Equipment

Includes the purchase price of all automobiles, trucks, trailers, attachments, and appendages. All major items purchased to equip the vehicle for service are to be charged to this account. This includes such items as power takeoff, winch, siren, beacon lights, etc.

903 Machinery & Other Equipment

Includes the purchase price of all tractors, ditching machines, dozers, booms, power mowers, sweepers, jack hammer, tamper, pumps and other heavy construction equipment

904 Refuse Collection Equipment

Includes purchase price & related expenses of front-load boxes, side-load containers and packer type bodies for trash collection.

905 Non Capitalized Equipment

Includes all equipment purchased that does not meet the requirement as listed above and is below the threshold of \$1,000.

910 Depreciation Expense

Classification of Expenditures by Program or Project.

An account number will be assigned to a program or project and all expenditures related to the project will be charged to this account number. Expenditures charged to a program or project will apply to special funds and projects only and will not apply to City Departmental budgets.

City of Snyder, Texas
 Net Position by Component
 Last Ten Fiscal Years
 (accrual basis of accounting)

	Fiscal Year									
	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
Governmental activities										
Net investment in capital assets	\$ 1,655,998	\$ 2,367,514	\$ 2,304,225	\$ 2,705,813	\$ 2,662,052	\$ 2,705,813	\$ 2,932,876	\$ 3,126,495	\$ 3,241,249	\$ 3,717,131
Restricted	29,279	12,438	18,109	28,940	38,875	28,940	-	-	63,556	82,633
Unrestricted	3,608,749	4,234,799	5,328,134	5,496,272	5,269,815	5,496,272	6,057,594	6,842,848	7,896,426	5,893,694
Total governmental activities net position	\$ 5,294,026	\$ 6,614,751	\$ 7,650,468	\$ 8,231,025	\$ 7,970,742	\$ 8,231,025	\$ 8,990,470	\$ 9,969,343	\$ 11,201,231	\$ 9,693,458
Business-type activities										
Net investment in capital assets	\$ 9,622,889	\$ 9,847,422	\$ 9,714,522	\$ 10,405,374	\$ 10,278,269	\$ 10,405,374	\$ 10,174,101	\$ 10,384,788	\$ 12,112,688	\$ 13,620,030
Unrestricted	2,622,196	3,013,452	3,685,041	2,820,996	2,931,718	2,820,996	4,259,152	3,851,239	2,367,658	(348,277)
Total business-type activities net position	\$ 12,245,085	\$ 12,860,874	\$ 13,399,563	\$ 13,226,370	\$ 13,209,987	\$ 13,226,370	\$ 14,433,253	\$ 14,236,027	\$ 14,480,346	\$ 13,271,753
Primary government										
Net investment in capital assets	\$ 11,278,887	\$ 12,214,936	\$ 12,018,747	\$ 13,111,187	\$ 12,940,321	\$ 13,111,187	\$ 13,106,977	\$ 13,511,283	\$ 15,353,937	\$ 17,337,161
Restricted	29,279	12,438	18,109	28,940	38,875	28,940	-	-	63,556	82,633
Unrestricted	6,230,945	7,248,251	9,013,175	8,317,268	8,201,533	8,317,268	10,316,746	10,694,087	10,264,084	5,545,417
Total primary government net position	\$ 17,539,111	\$ 19,475,625	\$ 21,050,031	\$ 21,457,395	\$ 21,180,729	\$ 21,457,395	\$ 23,423,723	\$ 24,205,370	\$ 25,681,577	\$ 22,965,211

Sources: Unless otherwise noted, the information in these schedules is derived from the comprehensive annual financial reports for the relevant year.

City of Snyder, Texas
Changes in Net Position
Last Ten Fiscal Years
(accrual basis of accounting)

	Fiscal Year									
	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
Expenses										
Governmental activities:										
General government	\$ 1,009,469	\$ 1,022,022	\$ 1,046,631	\$ 1,175,111	\$ 1,462,938	\$ 1,613,685	\$ 1,584,187	\$ 1,851,500	\$ 1,879,404	\$ 2,347,070
Public safety	2,098,644	2,332,849	2,457,143	2,557,987	2,889,310	3,334,049	3,262,081	3,378,246	3,691,936	3,634,361
Public works	732,315	729,010	733,408	829,240	988,021	1,057,328	1,074,849	1,197,706	902,713	1,230,913
Culture and recreation	188,834	237,280	249,778	269,714	249,666	330,846	409,941	433,360	432,968	438,425
Total governmental activities expenses	4,029,262	4,321,161	4,486,960	4,832,052	5,389,935	6,335,907	6,331,058	6,860,812	6,907,021	7,650,769
Business-type activities:										
Water and sewer	3,770,340	3,890,563	4,070,465	4,202,249	4,453,234	4,840,082	5,359,047	5,959,164	6,570,359	6,686,015
Sanitation	1,784,203	1,841,592	1,988,643	2,185,031	2,143,949	2,478,742	2,473,142	2,678,390	2,409,061	2,811,828
Interest expense	207,604	183,811	159,727	159,896	139,842	55,728	147,973	214,530	435,359	500,505
Total business-type activities expenses	5,762,147	5,915,966	6,218,835	6,547,176	6,737,025	7,374,552	7,980,162	8,852,084	9,414,779	9,998,348
Total primary government expenses	\$ 9,791,409	\$ 10,237,127	\$ 10,705,795	\$ 11,379,228	\$ 12,326,960	\$ 13,710,459	\$ 14,311,220	\$ 15,712,896	\$ 16,321,800	\$ 17,649,117
Program Revenues										
Governmental activities:										
Charges for services:										
General government	\$ 389,137	\$ 752,496	\$ 740,131	\$ 881,765	\$ 694,770	\$ 1,050,803	\$ 1,034,499	\$ 1,278,267	\$ 1,357,010	\$ 1,580,185
Public safety	129,907	131,822	89,598	64,408	102,716	110,432	107,594	108,867	108,421	143,898
Public works	-	-	-	-	-	-	-	-	-	-
Culture and recreation	-	-	-	-	-	-	-	-	-	-
Other activities	-	-	-	-	-	-	-	-	-	-
Operating grants and contributions	55,083	50,976	71,731	80,124	93,355	88,371	127,482	328,534	125,681	142,942
Capital grants and contributions	-	639,019	-	-	-	-	496,536	-	23,000	23,000
Total governmental activities program revenues	\$ 574,127	\$ 1,574,313	\$ 901,460	\$ 1,026,297	\$ 890,841	\$ 1,249,606	\$ 1,766,111	\$ 1,715,668	\$ 1,614,112	\$ 1,890,025
Business-type activities:										
Charges for services:										
Water and sewer	\$ 4,412,806	\$ 4,309,073	\$ 4,439,340	\$ 4,323,192	\$ 4,642,289	\$ 5,397,767	\$ 6,023,918	\$ 5,999,504	\$ 6,592,796	\$ 6,601,615
Sanitation	1,934,285	2,038,732	2,062,580	1,991,976	2,018,784	2,251,576	2,312,820	2,680,803	2,852,578	2,779,075
Operating grants and contributions	-	-	-	400	-	-	-	-	-	-
Capital grants and contributions	68,179	-	-	-	27,000	252,092	37,908	-	-	23,740
Total business-type activities program revenues	6,415,270	6,347,805	6,501,920	6,315,568	6,688,073	7,901,435	8,374,646	8,680,307	9,445,374	9,404,430
Total primary government program revenues	\$ 6,989,397	\$ 7,922,118	\$ 7,403,380	\$ 7,341,865	\$ 7,578,914	\$ 9,151,041	\$ 10,140,757	\$ 10,395,975	\$ 11,059,486	\$ 11,294,455

City of Snyder, Texas
Changes in Net Position
Last Ten Fiscal Years
(accrual basis of accounting)

	Fiscal Year									
	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
Net (expense) revenue										
Governmental activities	\$ (3,455,135)	\$ (2,746,848)	\$ (3,585,500)	\$ (3,805,755)	\$ (4,699,094)	\$ (5,086,301)	\$ (4,564,947)	\$ (5,145,144)	\$ (5,292,909)	\$ (5,760,744)
Business-type activities	653,123	431,839	283,085	(231,608)	(48,952)	526,883	394,484	(171,777)	30,595	(593,918)
Total primary government net expense	\$ (2,802,012)	\$ (2,315,009)	\$ (3,302,415)	\$ (4,037,363)	\$ (4,748,046)	\$ (4,559,418)	\$ (4,170,463)	\$ (5,316,921)	\$ (5,262,314)	\$ (6,354,662)
General Revenues and Other Changes in Net Position										
Governmental activities:										
Taxes										
Property taxes	\$ 1,163,180	\$ 1,269,279	\$ 1,331,243	\$ 1,416,014	\$ 1,499,673	\$ 1,667,672	\$ 1,761,229	\$ 1,895,078	\$ 1,961,319	\$ 2,173,091
Sales taxes	1,504,884	1,732,137	2,106,473	1,888,290	1,951,708	2,375,209	2,511,844	3,069,630	3,255,941	2,710,301
Franchise taxes	712,207	642,230	700,267	753,814	699,926	842,262	757,649	758,122	816,773	778,439
Alcoholic beverage	5,776	7,853	8,146	8,007	6,112	5,384	5,359	11,903	12,082	11,461
Hotel/motel occupancy taxes	196,563	219,997	255,449	280,544	259,601	327,731	371,089	435,612	432,968	439,227
Investment earnings	136,181	184,067	167,299	41,632	21,791	23,901	23,223	24,677	24,012	49,732
Gain on sale of capital assets	10	12,010	52,335	(1,991)	-	(1,479)	(98)	4,977	21,702	-
Miscellaneous	-	-	-	-	-	-	-	-	-	9,408
Total governmental activities	3,718,801	4,067,573	4,621,212	4,386,310	4,438,811	5,240,680	5,430,295	6,199,999	6,524,797	6,171,659
Business-type activities:										
Investment earnings	100,439	164,598	127,894	39,235	33,311	31,296	13,206	14,588	55,934	60,969
Gain on sales of capital assets	(5,651)	19,352	127,710	19,179	(741)	1,456	171,424	4,300	249,106	185,000
Total business-type activities	94,788	183,950	255,604	58,414	32,570	32,752	184,630	18,888	305,040	245,969
Total primary government	\$ 3,813,589	\$ 4,251,523	\$ 4,876,816	\$ 4,444,724	\$ 4,471,381	\$ 5,273,432	\$ 5,614,925	\$ 6,218,887	\$ 6,829,837	\$ 6,417,628
Change in Net Position										
Governmental activities	\$ 263,666	\$ 1,320,725	\$ 1,035,712	\$ 580,555	\$ (260,283)	\$ 154,379	\$ 865,349	\$ 1,054,855	\$ 1,231,888	\$ 410,915
Business-type activities	747,911	615,789	538,689	(173,194)	(16,382)	559,635	579,114	(152,889)	335,635	(347,949)
Total primary government	\$ 1,011,577	\$ 1,936,514	\$ 1,574,401	\$ 407,361	\$ (276,665)	\$ 714,014	\$ 1,444,463	\$ 901,966	\$ 1,567,523	\$ 62,966

City of Snyder, Texas
Fund Balances of Governmental Funds
Last Ten Fiscal Years
(modified accrual basis of accounting)
(amounts expressed in thousands)

	Fiscal Year									
	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
General Fund										
Nonspendable	\$ 239	\$ 238	\$ 237	\$ 232	\$ 232	\$ 232	\$ 233	\$ 230	\$ 67	\$ 833
Restricted	-	-	-	-	-	-	-	-	64	79
Committed	-	-	-	-	-	-	-	251	506	400
Unassigned	2,071	2,747	3,865	4,114	3,921	4,574	5,518	6,328	7,623	7,077
Total general fund	\$ 2,310	\$ 2,985	\$ 4,102	\$ 4,346	\$ 4,153	\$ 4,806	\$ 5,751	\$ 6,809	\$ 8,260	\$ 8,389

All other governmental funds
 Restricted
 Unreserved, reported in:
 Special revenue funds
 Total other governmental funds

	\$ 29	\$ 12	\$ 18	\$ 29	\$ 39	\$ -	\$ -	\$ (1)	\$ (1)	\$ -
	\$ 29	\$ 12	\$ 18	\$ 29	\$ 39	\$ -	\$ -	\$ (1)	\$ (1)	\$ 3

Note: The substantial decrease in unassigned fund balance is explained in the Management's Discussion and Analysis.

City of Snyder, Texas
Changes in Fund Balances of Governmental Funds
Last Ten Fiscal Years
(modified accrual basis of accounting)
(amounts expressed in thousands)

	Fiscal Year									
	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
Revenues										
Taxes	\$ 3,924	\$ 3,871	\$ 4,402	\$ 4,347	\$ 4,417	\$ 5,218	\$ 5,407	\$ 6,171	\$ 6,479	\$ 6,112
Licenses and permits	25	29	43	37	23	30	34	146	56	144
Intergovernmental	55	51	72	80	93	88	127	106	126	143
Charges for services	373	680	679	778	641	966	945	1,069	1,150	1,299
Fines and forfeitures	121	103	102	79	103	110	108	108	108	144
Interest	91	132	134	34	20	23	22	24	24	50
Contributions and donations	83	-	-	-	-	-	497	223	23	23
Miscellaneous	-	73	65	55	42	55	55	63	151	137
Total Revenues	4,672	4,939	5,497	5,410	5,339	6,490	7,195	7,910	8,117	8,052
Expenditures										
General government	976	977	1,016	1,118	1,446	1,474	1,438	1,731	1,826	2,310
Public safety	1,876	2,011	1,924	2,325	2,896	2,816	2,744	2,914	3,370	3,334
Public works	667	674	698	737	934	915	892	1,063	793	1,101
Culture and recreation	189	237	250	270	250	331	410	433	433	438
Capital outlay	163	394	538	708	362	302	806	639	512	745
Debt service	-	-	-	-	-	-	-	-	-	-
Principal	-	-	-	-	-	-	-	-	-	-
Interest	-	-	-	-	-	-	-	-	-	-
Other charges	-	-	-	-	-	-	-	-	-	-
Total expenditures	3,871	4,293	4,426	5,158	5,888	5,838	6,290	6,780	6,934	7,928
Excess of revenues over (under) expenditures	801	646	1,071	252	(549)	652	905	1,130	1,183	124

City of Snyder, Texas
Tax Revenue by Source, Governmental Funds
Last Ten Fiscal Years
(modified accrual basis of accounting)
(amounts expressed in thousands)

<u>Fiscal Year</u>	<u>Property</u>	<u>Sales & Use</u>	<u>Occupancy</u>	<u>Franchise</u>	<u>Alcoholic Beverage</u>	<u>Total</u>
2006	\$ 1,186	\$ 1,505	\$ 197	\$ 1,031	\$ 6	\$ 3,925
2007	1,269	1,732	220	642	8	3,871
2008	1,331	2,106	255	700	8	4,400
2009	1,416	1,888	281	754	8	4,347
2010	1,500	1,952	260	700	6	4,418
2011	1,668	2,375	328	842	5	5,218
2012	1,761	2,512	371	758	5	5,407
2013	1,895	3,070	436	758	12	6,171
2014	1,961	3,256	433	817	12	6,479
2015	2,173	2,710	439	778	12	6,112

City of Snyder, Texas
Assessed Value and Estimated Value of Taxable Property
Last Ten Fiscal Years

Fiscal Year Ended	Total Assessed	Less:		Total Taxable Assessed Value	Total Direct Tax Rate	Estimated Actual Taxable Value	Assessed Value' as a Percentage of Actual Value
		Tax Exempt Real Property					
2006	\$ 309,552,578	\$ 29,490,934	\$	280,061,644	0.4288	\$ 280,061,644	110.53%
2007	349,163,837	39,683,193		309,480,644	0.4102	309,480,644	112.82%
2008	309,480,644	46,857,621		262,623,023	0.3843	262,623,023	117.84%
2009	294,652,169	4,949,824		289,702,345	0.4038	289,702,345	101.71%
2010	336,212,168	10,236,424		325,975,744	0.4310	325,975,744	103.14%
2011	332,838,865	4,636,829		328,202,036	0.4445	328,202,036	101.41%
2012	343,818,578	1,696,835		342,121,743	0.4445	342,121,743	100.50%
2013	365,340,602	14,487,492		350,853,110	0.4445	350,853,110	104.13%
2014	385,179,707	4,232,603		380,947,104	0.4445	380,947,104	101.11%
2015	463,792,092	10,728,810		453,063,282	0.4387	453,063,282	102.37%

Source: Scurry County Appraisal District

Note: Assessed values are determined as of January 1, and relate to taxes levied on the first day of the following fiscal year.

Assessed value is equal to 100% of estimated value. All property is assessed the same rate regardless of real or personal property, commercial, residential, or industrial.

'Includes tax-exempt property.

City of Snyder, Texas
Property Tax Rates
Direct and Overlapping Governments
Last Ten Fiscal Years

Fiscal Year	Overlapping Tax Rates										Total Direct & Overlapping Rates					
	City of Snyder Tax Rate			Scurry County			S I S D			Western Texas College			Scurry County Hospital			
	Operating	Debt Service	Total	Operating	Debt Service	Total	Operating	Debt Service	Total	Operating		Debt Service	Total	Operating	Debt Service	Total
2006	0.4288	0.000	0.4288	0.4884	0.002	0.4909	1.5000	0.1800	1.6800	0.1341	0.000	0.1341	0.2700	0.0000	0.2700	
2007	0.4102	0.000	0.4102	0.2780	0.0174	0.2954	1.0400	0.0750	1.1150	0.1282	0.000	0.1282	0.2700	0.0000	0.2700	
2008	0.4123	0.000	0.4123	0.2470	0.000	0.2470	1.1015	0.0615	1.1630	0.1174	0.000	0.1174	0.2700	0.0000	0.2700	
2009	0.4038	0.000	0.4038	0.5910	0.0467	0.6377	1.0400	0.1240	1.1640	0.1520	0.000	0.1520	0.2700	0.0000	0.2700	
2010	0.4310	0.000	0.4310	0.3375	0.0435	0.3810	1.0400	0.1240	1.1640	0.1523	0.000	0.1523	0.2700	0.0000	0.2700	
2011	0.4445	0.000	0.4445	0.3559	0.0430	0.3989	1.0400	0.1240	1.1640	0.2114	0.000	0.2114	0.2700	0.0000	0.2700	
2012	0.4445	0.000	0.4445	0.2790	0.0346	0.3136	1.0400	0.1240	1.1640	0.1858	0.000	0.1858	0.2700	0.0000	0.2700	
2013	0.4445	0.000	0.4445	0.2790	0.0346	0.3136	1.0400	0.1240	1.1640	0.1858	0.000	0.1858	0.2064	0.0000	0.2064	
2014	0.4445	0.000	0.4445	0.2841	0.0287	0.3128	1.0400	0.1240	1.1640	0.2457	0.000	0.2457	0.2064	0.0000	0.2064	
2015	0.4387	0.000	0.4445	0.2843	0.0357	0.3200	1.0400	0.1240	1.1640	0.3275	0.000	0.3275	0.2538	0.0000	0.2538	

Source: Scurry County Tax Collector, Snyder Independent School District, and Western Texas College

¹ Tax rate is per \$100 of taxable assessed value

² Overlapping rates are those of local and county governments that apply to property owners within the City of Snyder. Not all overlapping rates apply to all City of Snyder property owners (e.g., the rates for special districts apply only to the proportion of the government's property owners whose property is located within the geographic boundaries of the special district).

The Hospital District's M&O is included in with Scurry County in 2009. Their rate was 0.2700 and they had no debt service.

City of Snyder, Texas
Principal Property Taxpayers
Fiscal Year End 2015 and 2006
(amounts expressed in thousands)

Taxpayer	2015			2006		
	Taxable Assessed Value	Rank	Percentage of Total Taxable Assessed Value	Taxable Assessed Value	Rank	Percentage of Total Taxable Assessed Value
Wal-Mart Real Estate Bus	\$ 8,152	1	1.8%			
Wal-Mart Stores	7,821	2	1.7%	\$ 2,785	6	1.0%
Baker Hughes Oilfield Sol.	5,916	3	1.3%			
Walton, ED Const.	5,074	4	1.1%			
H I E Hotel, LLC	4,900	5	1.1%			
Cudd Pumping Services	4,195	6	0.9%	1,795	7	0.6%
Grimmet Bros, Inc.	4,187	7	0.9%	1,742	8	0.6%
Oncor Electric Delivery LLC	4,029	8	0.9%			
Palace at Park Central LLC	3,600	9	0.8%			
Baar, Michael, LLC	3,600	10	0.8%			
TXU Electric Delivery				3,714	1	1.3%
Southwestern Bell Telephone				3,687	2	1.3%
Cox Communications				3,397	3	1.2%
Spirit Spe. US Snyder				3,056	4	1.1%
Basic Energy Services				3,056	5	1.1%
United Supermarket				1,659	9	0.6%
Talbot, Cloyce A.				1,642	10	0.6%
Totals	\$ 51,474		11.4%	\$ 26,533		9.5%

Source: Scurry County Appraisal District

City of Snyder, Texas
Property Tax Levies and Collections
Last Ten Fiscal Years

Fiscal Year Ended	Total Tax Levy for Fiscal Year	Collections within the Fiscal Year of the Levy		Collections in Subsequent Years	Total Collections to Date	
		Amount	Percentage of Levy		Amount	Percentage of Levy
2006	\$ 1,146,301	\$ 1,109,974	96.83%	33,616	\$ 1,143,590	99.8%
2007	1,208,128	1,175,245	97.28%	30,205	1,205,450	99.8%
2008	1,274,579	1,243,278	97.54%	28,323	1,271,601	99.8%
2009	1,383,865	1,347,968	97.41%	31,549	1,379,517	99.7%
2010	1,618,718	1,431,099	88.41%	183,438	1,614,537	99.7%
2011	1,719,293	1,569,380	91.28%	145,139	1,714,519	99.7%
2012	1,719,042	1,676,668	97.54%	37,053	1,713,721	99.7%
2013	1,822,737	1,781,214	97.72%	39,687	1,820,901	99.9%
2014	1,918,640	1,875,104	97.73%	28,043	1,903,147	99.2%
2015	2,150,281	2,102,723	97.79%	-	2,102,723	97.8%

City of Snyder, Texas
Taxable Sales by Category
Last Ten Calendar Years
(amounts expressed in thousands)

	Calendar Year									
	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
Construction	\$ 3,917	\$ 4,739	\$ 5,940	\$ 5,310	\$ 6,444	\$ 7,441	\$ 7,759	\$ 8,695	\$ 9,976	\$ 3,196
Mining/Quarrying/Oil & Gas Extraction	518,219	642,397	389,733	158,386	588,193	703,643	733,093	508,852	773,350	360,988
Manufacturing	2,500	6,736	7,422	7,407	85,262	13,818	16,898	21,513	19,919	7,701
Wholesale Trade	8,107	10,183	12,946	9,475	8,341	12,003	11,730	12,167	13,330	4,297
Transportation/Warehousing	15	9	-	251	70	123	56	130	35	-
Retail Trade	59,116	60,896	71,108	63,205	66,797	73,668	78,338	82,832	88,604	40,289
Information	7,351	4,447	3,661	3,279	3,292	3,765	4,005	4,315	4,737	2,430
Finance/Insurance	-	28	36	35	41	92	130	1,947	77	41
Real Estate/Rental/Leasing	5,794	4,179	4,894	4,458	4,215	5,096	6,508	8,336	8,664	2,044
Professional/Scientific/Technical Services	602	596	507	386	354	557	561	626	1,081	339
Admin/Support/Waste mgmg/Remediation Serv.	934	1,315	1,435	1,089	1,274	1,157	762	681	1,034	468
Educational Services	6	5	23	13	9	6	3	2	3	-
Health Care/Social Assistance	34	43	177	185	238	150	186	126	322	191
Arts/Entertainment/Recreation	77	200	139	216	120	109	308	431	432	187
Accommodation/Food Services	14,095	15,744	16,949	16,069	17,044	18,293	20,077	21,445	22,184	4,457
Other Services (except Public Administration)	6,394	7,398	8,047	6,819	7,934	8,717	9,535	9,692	9,758	-
Other	-	-	-	-	-	-	-	-	-	-
Total	\$ 627,161	\$ 758,915	\$ 523,017	\$ 276,583	\$ 789,628	\$ 848,638	\$ 889,949	\$ 681,790	\$ 953,506	\$ 426,628
City direct sales tax	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%

Source: State Comptroller of Texas
(information available for current year is only for first two quarters)

City of Snyder, Texas
Ratios of Outstanding Debt by Type
Last Ten Fiscal Years
(amounts expressed in thousands, except per capita amount)

Fiscal Year	Governmental Activities		Business-Type Activities		Total Primary Government	Percentage of Personal Income ¹	Per Capita ¹
	General Obligation Bonds	Capital Leases	Water Sewer Bonds	Capital Leases			
2006	-	-	\$ 4,745	-	\$ 4,745	2.64%	\$ 440
2007	-	-	4,155	-	4,155	2.31%	385
2008	-	-	3,545	-	3,545	1.97%	329
2009	-	-	2,905	-	2,905	1.62%	269
2010	-	-	5,812	-	5,812	2.59%	519
2011	-	-	5,063	-	5,063	2.25%	452
2012	-	-	4,304	2,985	7,289	2.68%	639
2013	-	-	3,514	2,945	6,459	2.38%	567
2014	-	-	12,172	2,778	14,950	5.60%	1,335
2015	-	-	11,678	2,606	14,284	5.28%	1,257

Note: Details regarding the City's outstanding debt can be found in the notes to the financial statements.

¹See the Schedule of Demographic and Economic Statistics for personal income and population data.

City of Snyder, Texas
Ratios of General Bonded Debt Outstanding
Last Ten Fiscal Years
(amounts expressed in thousands, except per capita amount)

Fiscal Year	General Obligations Bonds	Percentage of Estimated Actual Taxable Value¹ of Property	Per Capita²
2006	-	0.00%	-
2007	-	0.00%	-
2008	-	0.00%	-
2009	-	0.00%	-
2010	-	0.00%	-
2011	-	0.00%	-
2012	-	0.00%	-
2013	-	0.00%	-
2014	-	0.00%	-
2015	-	0.00%	-

Note: Details regarding the City's outstanding debt can be found in the notes to the financial statements.

¹See the Schedule of Assessed Value and Estimated Actual Value of Taxable Property for property value data.

² Population data can be found in the Schedule of Demographic and Economic Statistics

City of Snyder, Texas
Direct and Overlapping Governmental Activities Debt
As of September 30, 2015
(amounts expressed in thousands)

<u>Governmental Unit</u>	<u>Debt Outstanding</u>	<u>Estimated Percentage Applicable¹</u>	<u>Estimated Share of Overlapping Debt</u>
Debt repaid with property taxes:			
City of Snyder direct debt	\$ -	100.00%	\$ -
Scurry County	14,395	19.05%	2,742
Western Texas College	14,030	19.64%	2,755
Snyder Independent School District	26,995	15.29%	4,128
Scurry County Hospital District	-	17.84%	-
Total direct and overlapping debt	\$ <u>55,420</u>		\$ <u>9,625</u>

Sources:

- Assessed value data used to estimate applicable percentages provided by the Scurry County Appraisal District.
- Debt outstanding data provided by the individual entities.

Note:

Overlapping governments are those that coincide, at least in part, with the geographic boundaries of the city. This schedule estimates the portion of the outstanding debt of those overlapping governments that is borne by the residents and businesses of the city of Snyder. This process recognizes that, when considering the government's ability to issue and repay long-term debt, the entire debt burden borne by the residents and businesses should be taken into account. However, this does not imply that every taxpayer is a resident, and therefore responsible for repaying the debt, of each overlapping government.

¹The percentage of overlapping debt applicable is estimated using taxable assessed property values. Applicable percentages were estimated by determining the portion of the county's taxable assessed value that is within the governments boundaries and dividing it by the county's total taxable assessed value.

City of Snyder, Texas
Legal Debt Margin Information
Last Ten Fiscal Years
(amounts expressed in thousands)

	Fiscal Year									
	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
Debt Limit	\$ 26,418	\$ 28,006	\$ 31,886	\$ 35,020	\$ 34,645	\$ 33,748	\$ 34,552	\$ 36,534	\$ 38,518	\$ 46,679
Total net debt applicable to limit	-	-	-	-	-	-	-	-	-	-
Legal debt margin	\$ 26,418	\$ 28,006	\$ 31,886	\$ 35,020	\$ 34,645	\$ 33,748	\$ 34,552	\$ 36,534	\$ 38,518	\$ 46,679
Total net debt applicable to the limit as a percentage of debt limit	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%

Legal Debt Margin Calculation for Fiscal Year 2015

Assessed Value	\$ 456,063
Add Back: exempt property	10,729
Total Assessed Value	<u>\$ 466,792</u>
Debt limit (10% of total assessed value)	46,679
Debt applicable to limit:	
General obligation bonds	-
Legal debt margin	<u>\$ 46,679</u>

Note: Under state finance law, the City of Snyder's outstanding general obligation debt should not exceed 10 percent of total assessed property value. By law, the general obligation debt subject to the limitation may be offset by amounts set aside for repaying general obligation bonds.

**City of Snyder, Texas
Pledged-Revenue Coverage
Last Ten Fiscal Years**

Water & Sewer Revenue Bonds

Fiscal Year	Water & Sewer Charges and Other	Less: Operating Expenses	Net Available Revenue	Debt Service		Coverage
				Principal	Interest	
2006	4,502,854	3,749,224	753,630	565,000	207,604	0.98
2007	4,557,246	3,114,195	1,443,051	590,000	183,812	1.86
2008	4,521,210	3,299,151	1,222,059	610,000	159,282	1.59
2009	4,320,129	3,473,424	846,705	640,000	137,786	1.09
2010	4,647,640	3,617,898	1,029,742	325,000	42,218	2.80
2011	5,399,028	4,055,157	1,343,871	755,000	188,560	1.42
2012	6,012,799	4,188,779	1,824,020	755,000	138,303	2.04
2013	5,957,620	4,780,613	1,177,007	785,000	116,281	1.31
2014	6,602,087	5,122,274	1,479,813	465,000	327,237	1.87
2015	6,625,686	4,796,296	1,829,390	485,000	408,948	2.05

Note: Details regarding the government's outstanding debt can be found in the notes to the financial statements. Water & Sewer Charges and Other includes investment earnings but not tap fees. Operating expenses do not include interest or depreciation.

City of Snyder, Texas
Demographic and Economic Statistics
Last Ten Fiscal Years

Fiscal Year	Population ¹	Personal Income	Per Capita		Median Age	School Enrollment	Unemployment Rate
			Personal Income	Personal Income			
2006	10,783	179,505	16,647	36.0	4,606	5.00%	
2007	10,783	179,505	16,647	36.0	4,816	4.80%	
2008	10,783	179,505	16,647	36.0	5,306	4.10%	
2009	10,783	179,505	16,647	36.0	5,244	6.80%	
2010	11,202	224,813	20,069	34.5	5,066	6.42%	
2011	11,202	224,813	20,069	34.5	5,027	5.40%	
2012	11,400	271,913	23,852	33.9	7,216	4.30%	
2013	11,400	271,913	23,852	33.6	7,573	4.60%	
2014	11,202	267,190	23,852	33.0	5,017	3.20%	
2015	11,368	270,297	23,777	33.0	5,039	4.10%	

Data Sources: U.S. Census, Snyder Independent School District, Western Texas College, Snyder Private School, Texas Workforce Commission.

Note: Population, median age, education level information and personal income are based on 2010 census. Unemployment rate information is an adjusted yearly average. School enrollment is based on the census as of September 30.

**City of Snyder, Texas
Principal Employers
Fiscal Year End 2015 and 2006**

Employer	2015		
	Employees	Rank	Percentage of Total City Employment¹
Texas Department of Criminal Justice	369	1	7.65%
Snyder ISD	349	2	7.24%
Patterson UTI	242	3	5.02%
Cogdell Memorial Hospital	176	4	3.65%
Wal-Mart	130	5	2.70%
Walton Construction	130	6	2.70%
United Supermarket	128	7	2.65%
Western Texas College	126	8	2.61%
Scurry County	126	9	2.61%
Key Energy Services, Inc.	120	10	2.49%
Total	1,527		31.67%

	2006		
	Employees	Rank	Percentage of Total City Employment
		-	0.00%
		-	0.00%
		-	0.00%
		-	0.00%
		-	0.00%
		-	0.00%
		-	0.00%
		-	0.00%
		-	0.00%
		-	0.00%
		-	0.00%
Total	-		0.00%

Source: Texas Workforce Commission

* Information was not tracked to provide stated information.

City of Snyder, Texas
Full-time Equivalent City Government Employees by Function
Last Ten Fiscal Years

	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
GENERAL FUND										
Administration	2	2	2	2	2	2	2	2	2	2
Finance	5	5	5	2	2	2	2	4	4	4
Planning & Zoning	2	2	2	2	2	2	2	2	3	3
Municipal Court	2	2	3	3	3	3	3	3	3	3
Community Service	0	0	0	0	0	0	0	0	0	0
Accounting	0	0	0	3	3	3	2	0	0	0
Data Processing	0	0	0	2	2	2	2	1	1	1
City Sec./Records Management	0	0	0	2	2	2	0	0	2	2
Police	20	20	21	22	22	22	22	22	23	27
Animal Control	3	3	3	3	3	3	3	3	3	3
Fire	9	9	9	9	10	10	10	10	10	10
Street	4	4	4	4	4	4	4	4	4	5
Total General Fund	47	47	48	52	53	53	52	51	55	60
WATER & SEWER										
Sanitary Sewer	2	2	2	2	2	2	2	2	2	2
Wastewater Treatment	5	5	5	5	5	5	5	5	5	3
Treatment - Water	5	5	5	5	5	5	5	5	5	6
Distribution - Water	2	2	2	2	2	2	2	2	2	3
Utility	9	9	9	7	7	7	6	6	6	6
Total Water & Sewer Fund	23	23	23	21	21	21	20	20	20	20
SANITATION										
Sanitation/Collection	5	5	5	5	5	5	5	5	5	6
Sanitation/Landfill	6	6	6	6	6	6	6	6	6	5
Total Sanitation Fund	11									
INTERNAL SERVICE										
Central Garage	1	1	1	1	1	1	1	1	1	1
Total Central Garage	1									
TOTAL	82	82	83	85	86	86	86	86	87	92

Source: City of Snyder Human Resources Office

City of Snyder, Texas
Capital Asset Statistics by Function
Last Ten Fiscal Years

	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
Function										
Public Safety										
Police:										
Stations	1	1	1	1	1	1	1	1	1	1
Patrol units	16	19	19	20	21	21	21	21	22	22
Fire stations	1	1	1	1	1	1	1	1	1	1
Sanitation										
Collection trucks	6	6	6	6	6	6	6	6	6	6
Highways and streets										
Streets (miles)	111	111	111	111	111	111	111	111	111	111
Streetlights	1,168	1,168	1,180	1,180	1,177	1,177	1,177	1,177	1,177	1,177
Traffic signals (controlled by City)	1	1	-	-	-	-	-	-	-	-
Culture and recreation										
Parks acreage	126	126	126	126	126	126	126	126	126	126
Swimming pools	1	1	1	1	1	1	1	1	1	1
Water										
Water mains (miles)	91	91	91	91	91	91	91	91	91	91
Fire hydrants	330	330	331	334	424	424	424	424	424	424
Maximum daily capacity (thousands of gallons)	9,000	9,000	9,000	9,000	9,000	9,000	9,000	9,000	9,000	9,000
Sewer										
Sanitary sewers (miles)	87	87	87	87	87	87	87	87	87	87
Storm sewers (miles)	2	2	2	2	2	2	2	2	2	2
Maximum daily treatment capacity (thousands of gallons)	2,310	2,310	2,310	2,310	2,310	2,310	2,310	2,310	2,310	2,310

Sources: Various city departments.

City of Snyder, Texas
Operating Indicators by Function
Last Ten Fiscal Years

Function	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
Police										
Physical arrests	903	834	827	884	812	868	535	478	588	478
Traffic violations	6,650	6,479	6,057	5,180	6,157	4,829	6,434	5,601	5,299	4,949
Fire										
Number of calls answered	380	341	523	407	393	550	372	439	452	463
Inspections	132	132	132	149	115	87	63	113	72	77
Public Education Programs	-	-	-	-	-	-	-	-	-	21
Highways and streets										
Street resurfacing (blocks)	64	79	115	144			80	100	-	50
Sanitation										
Refuse collected (tons/day)	132	135	119	125	144	114	117	150	175	175
- Recyclables collected (tons/mo)	13	16	29	30	20	29	27	27	24	25
Water										
New connections	1,403	1,387	1,562	1,192	1,033	1,156	1,325	1,510	1,561	1,723
Water mains breaks	87	63	46	37	55	82	33	25	48	80
Average daily consumption (millions of gallons)	2	2	2	2	2	2	2	2	2	2
Wastewater										
Average daily sewage treatment (thousands of gallons)	930	1,119	1,094	1,089	1,184	984	923	991	1,400	1,454

Sources: Various government departments.

GLOSSARY

APPROPRIATED BUDGET: Expenditure authority created by the appropriation bills or ordinances that are signed into law and related estimated revenues. The appropriated budget includes all reserves, transfers, allocations, supplemental appropriations, and other legally authorized legislative and executive changes.

ASSIGNED FUND BALANCE: The portion of the net position of a governmental fund that represents resources set aside (“earmarked”) by the government for a particular purpose.

COMMITTED FUND BALANCE: The portion of the net position of a governmental fund that represents resources whose use is subject to a legally binding constraint that is imposed by the government itself at its highest level of decision-making authority and that remains legally binding unless removed in the same manner.

COMPONENT UNIT: Legally separate organization that must be included in the financial report of the primary government (primary government + component units= financial reporting entity).

CURRENT ASSET: Those assets that can be converted into cash within one year. On the asset side of the ledger, accounts are arranged in order of their liquidity – the speed which they can be sold for cash. Cash and investments are the most liquid. Other current assets include taxes and accounts receivable, inventory and prepaid expenses.

DEPRECIATION: A type of expense associated with the use of fixed assets other than land. The annual depreciation of fixed assets is reported on the financial statements of funds using the accrual basis of accounting.

ENTERPRISE FUND: A separate fund used to account for services – for example, water, sewer – that are supported primarily by service charges paid by users.

EXPENDITURES: An accounting term that refers to the value of goods and services received during a period of time, regardless of when they are used (accrual basis) or paid for (cash basis).

EXPENSES: An accounting term that refers to the value of goods and services used during a period of time, regardless of when they were received (modified accrual basis) or paid for (cash basis). For example, depreciation is the expense incurred in using up fixed assets for the accounting period.

FIXED ASSETS: A category of noncurrent assets that includes land, building and equipment that are reported in proprietary and fiduciary funds. The annual cost of using buildings and equipment in producing the services provided by the fund is reported as depreciation in the CAFR.

FUND ACCOUNTING: A term used to describe the use of funds in recording, reconciling, and reporting financial transactions. Governmental accounting information is organized into funds, each with separate revenues, expenditures, (or expenses), and fund balances, and each fund is a self-contained set of self-balancing accounts.

FUND BALANCE: Net position of a governmental fund (difference between assets, liabilities, deferred outflows of resources, and deferred inflows of resources).

GENERAL FUND: One of five governmental fund types. The general fund typically serves as the chief operating fund of a government. The general fund is used to account for all financial resources not accounted for in some other fund.

INTERNAL SERVICE FUNDS: Proprietary fund type that may be used to report any activity that provides goods or services to other funds, departments, or agencies of the primary government and its component units, or to other governments, on a cost-reimbursement basis.

LANDFILL CLOSURE AND POSTCLOSURE CARE COSTS: Costs incurred to provide for the protection of the environment that occurs near or after the date that a municipal solid-waste landfill stops accepting solid waste and throughout the post closure period. Closure and post closure care costs include the cost of equipment and facilities (leachate collection systems and final cover) as well as the cost of services (post closure maintenance and monitoring costs).

LIABILITY ACCOUNT: A type of account that contains information on claims to be fund's assets, either by other funds of the local government or by external entities. As liabilities come due (accounts payable, bonds payable), cash or other assets are transferred to the claimant to satisfy the claim.

LINE-ITEM BUDGET: A budget format in which departmental outlays are grouped according to the items that will be purchased, with one item or group of items on each line.

NET ASSETS: Under the accrual basis of accounting, the difference between assets and liabilities. A net assets statement combines all funds and any component units in which the local government has a primary financial interest, such as a school district.

NET INCOME: A measure of the profitability of an enterprise fund. Net income is the difference between the revenues earned from the services provided by the fund and the expenses incurred in generating those revenues. It is a measure of the efficiency of the enterprise at leveraging its expenses into profits.

RECEIVABLES: A type of asset account that records revenues that are due but not yet collected.

RESTRICTED FUND BALANCE: The portion of the net position of a governmental fund that represents resources subject to externally enforceable constraints.

REVENUES: The resources that governments derive from taxes, user charges, and other sources of income. Revenues are recognized by local governments in their accounts in one of two ways. For governmental funds using the modified accrual basis of accounting, revenues are recognized when they are measurable and available to pay for expenditures. For proprietary and fiduciary funds, revenues are recognized when they are measurable and earned.

TAX INCREMENT FINANCING: (TIF) A tax incentive designed to attract business investment by the dedication of property tax revenue from the redevelopment of an area (tax increment district) to finance development-related costs in that district. TIF divides tax revenue from the area into two categories: (1) taxes on the predevelopment value of the tax base, which are kept by each taxing body; and (2) taxes from increased property value resulting from redevelopment, which are deposited by each jurisdiction in a tax increment fund and are used to finance public improvements in the redevelopment area.

UNASSIGNED FUND BALANCE: The difference between total fund balance in a governmental fund and its nonspendable, restricted, committed, and assigned component.

UNRESTRICTED FUND BALANCE: The difference between total fund balance in a governmental fund and its nonspendable and restricted components.

WORKING CAPITAL - Current assets less current liabilities. The measure of working capital indicates the relatively liquid portion of total enterprise fund capital, which constitutes a margin or buffer for meeting obligations.