

CITY OF SNYDER

FISCAL YEAR 2014-2015

ANNUAL BUDGET COVER PAGE

This budget will raise more revenue from property taxes than last year's budget by an amount of \$190,295, which is an 11.11% increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$98,872.

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

FOR: Councilmembers Vernon Clay, Steve Rich, Steve Highfield, and Tom Strayhorn.

AGAINST: None.

PRESENT and not voting: None.

ABSENT: Councilmember Bill Harris.

Property Tax Rate Comparison

	2014-2015	2013-2014
Property Tax Rate	\$0.4387/100	\$0.4445/100
Effective Tax Rate	\$0.4124/100	\$0.4220/100
Effective Maintenance & Operations Tax Rate	\$0.00	\$0.00
Rollback Tax Rate	\$0.4388/100	\$0.4588/100
Debt Rate	\$0.00	\$0.00

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

**ANNUAL BUDGET
OF THE
CITY OF SNYDER, TEXAS
FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2014**

CITY COUNCIL

**Terry Martin, Mayor
Bill Harris, Mayor Pro-Tem
Vernon Clay, Councilmember
Steve Rich, Councilmember
Steve Highfield, Councilmember
Tom Strayhorn, Councilmember
Luann Burleson, Councilmember**

ADMINISTRATIVE STAFF

**Merle Taylor City Manager
Patricia Warren Treasurer/Director
of Finance
Underwood Law Firm Attorney for the City**

CITY OF SNYDER, TEXAS
ORGANIZATIONAL CHART

MAYOR & COUNCIL (7) ----- BOARDS AND COMMISSIONS

- CITY MANAGER (1)
 - SECRETARY (1)
- FINANCE (1)
 - HUMAN RESOURCES/RISK MANAGEMENT (1)
 - SENIOR CLERK (1)
 - LABORER (1)
- PLANNING & ZONING (1)
 - INSPECTOR (2)
- MUNICIPAL COURT (1)
 - SENIOR CLERK (1)
 - CLERK 2 (1)
- CITY SECRETARY/RECORDS MANAGEMENT (1)
 - SENIOR CLERK/DEPUTY CITY SECRETARY (1)
- DATA PROCESSING/PURCHASING (1)
- POLICE (27)
- ANIMAL CONTROL (3)
- FIRE (10)
- PUBLIC WORKS (1)
 - STREETS (5)
 - SANITATION COLLECTION (5)
 - LANDFILL (5)
 - SANITARY SEWER (2)
 - WATER DISTRIBUTION (2)
 - INTERNAL SERVICE (1)
- WATER & WASTEWATER (1)
 - SEWAGE TREATMENT (3)
 - WATER PRODUCTION (6)
- UTILITY (1)
 - SENIOR CLERK (1)
 - CLERK (2)
 - METER CREW (2)

(92) NUMBER OF FULL TIME EQUIVALENT POSITIONS, EXCLUDING COMMISSION

CITY OF SNYDER, TEXAS
 ANNUAL BUDGET 2014-2015
 Table of Contents

INTRODUCTORY SECTION	PAGE
Cover Page	i
Title Page	ii
Organizational Chart	iii
Table of Contents	iv
Letter of Transmittal	ix
Appropriation Ordinance No. 2002	xiv
Tax Rate Ordinance No. 2004	xvi
SUMMARY SECTION	
Governmental & Enterprise Funds Summary – 2014-2015 Budget	1
Combined Statement of Revenues, Expenditures and Changes in Fund Balances – All Governmental Fund Types	2
Combined Statement of Revenues, Expenses and Changes in Working Capital – All Proprietary Fund Types	4
GENERAL FUND	
General Fund Narrative	6
Graph – Sales Tax, Ad Valorem Tax, and Total Revenue	8
Graph – General Fund Revenues/Expenditures	9
Graph – General Fund Expenditures in Fiscal Year 2015	10
Graph – General Fund Expenditures – 2006 through 2015	11
Graph – General Fund Expenditures and Undesignated Fund Balance	12
Comparative Statement of Revenues, Expenditures and Changes in Fund Balance	13
Graph – General Fund Revenue Sources – 2006 through 2015	14
Statement of Revenues	15
Description of Revenues	16
Graph – General Government – Function Expense	20
Statement of Expenditures – General Government	21
Dept. 1 – Administration	21
Dept. 2 – Finance	21
Dept. 3 – Planning & Zoning	21
Dept. 4 – Municipal Court	21
Dept. 5 – Community Services	22
Dept. 6 – City Secretary/Records	22
Dept. 7 – Data Processing	22
Dept. 8 – Records Management	22
Graph – Public Safety – Function Expense	23
Statement of Expenditures (cont.) – Public Safety	24
Dept. 16 – Police	24

Dept. 17 – Animal Control	24
Dept. 18 – Fire	24
Graph – Public Works – Function Expense	25
Dept. 25 – Street	26

General Government

Graph – Administration Function Expense	27
Dept. 1 – Administrative Budget Summary	28
Graph – Finance Function Expense	32
Dept. 2 – Finance Budget Summary	33
Graph – Planning & Zoning Function Expense	37
Dept. 3 – Planning & Zoning Budget Summary	38
Graph – Municipal Court Function Expense	42
Dept. 4 – Municipal Court Budget Summary	43
Graph – Community Services Function Expense	47
Dept. 5 – Community Services Budget Summary	48
Graph – City Secretary/Records Function Expense	51
Dept. 6 – City Secretary/Records Budget Summary	52
Graph – Data Processing Function Expense	56
Dept. 7 – Data Processing Budget Summary	57

Public Safety

Graph – Police Department Function Expense	61
Dept. 16 – Police Department Budget Summary	62
Graph – Animal Control Function Expense	68
Dept. 17 – Animal Control Budget Summary	69
Graph – Fire Department Function Expense	73
Dept. 18 – Fire Department Budget Summary	74

Public Works

Graph – Street Department Function Expense	80
Dept. 25 – Street Department Budget Summary	81

SPECIAL REVENUE

Motel Tax Fund

Graph – Motel Tax Revenue	85
Statement of Revenues, Expenditures and changes in Fund Balance – Budget (GAAP Basis) and actual	86

Tax Increment Financing

Comparative Statement of Revenue, Expenditures and

Changes in Working Capital	87
ENTERPRISE FUNDS	
Enterprise Fund Narrative	88
Graph – Enterprise Fund – Revenues and Expenditures Fiscal Years 2006 through 2015	90
Graph – Enterprise Fund – Working Capital and Expenditures for Fiscal Years 2006 through 2015	91
Combining Statement of Revenue, Expenditures and Changes in Working Capital	92
Graph – Enterprise Fund Expenditures – Fiscal Year 2015	93
Graph – Enterprise Fund Expenditures – Fiscal Years 2006 through 2015	94
Sanitation	
Comparative Statement of Revenue, Expenditures and Changes in Working Capital	95
Description of Revenues	96
Statement of Expenditures (cont.)	97
Dept. 30 – Sanitation Collection	97
Dept. 31 – Sanitation Landfill	97
Graph – Sanitation Collection Function Expense	98
Dept. 30 – Sanitation Collection Budget Summary	99
Graph – Sanitation Landfill Function Expense	103
Dept. 31 – Sanitation Landfill Budget Summary	104
Water and Sewer	
Comparative Statement of Revenue, Expenditures and Changes in Working Capital	108
Description of Revenues	109
Statement of Expenditures (cont.)	111
Dept. 35 – Sanitary Sewer	111
Dept. 36 – Sewage Treatment	111
Dept. 74 – Water Production	111
Dept. 75 – Water Distribution	112
Dept. 76 – Utility Department	112
Graph – Sanitary Sewer Function Expense	113
Dept. 35 – Sanitary Sewer Budget Summary	114

Graph – Sewage Treatment Function Expense	118
Dept. 36 – Sewage Treatment Budget Summary	119
Graph – Water Production Function Expense	123
Dept. 74 – Water Production Budget Summary	124
Graph – Water Distribution Function Expense	128
Dept. 75 – Water Distribution Budget Summary	129
Graph – Utility Department Function Expense	133
Dept. 76 – Utility Department Budget Summary	134
Graph – Enterprise Function Expense	138
Dept. 78 – Debt Service Budget Summary	139

INTERNAL SERVICE

Combining Statement of Operating Revenues, Expenses and Changes in Working Capital	141
Central Garage	
Comparative Statement of Revenues, Expenses and Changes in Working Capital	142
Self Insurance	
Comparative Statement of Revenues, Expenses and Changes in Working Capital	143
Statement of Expenditures	
Dept. 80 – Intergovernmental – Budget Summary	144

SUPPLEMENTAL INFORMATION

Personnel	
Pay Plan	147
Graph – Personnel Services, All Departments	148
Personnel Schedule	149
Position Levels	152
Pay Schedule Matrix	153
Incentive Benefits	154
Unclassified Salary Structure	155
Benefits Summary	156

CAPITAL IMPROVEMENTS	
Multi-Year Capital Improvements, Equipment and Replacement Program, Total Capital Improvements	157
EXPENDITURE ACCOUNTS DESCRIPTION	179
STATISTICAL SECTION	187
Net Position by Component	188
Changes in Net Position	189
Fund Balances of Governmental Funds	190
Changes in Fund Balances of Governmental Funds	191
Tax Revenues by Source, Governmental Funds	192
Assessed and Estimated Actual Value of Taxable Property	193
Property Tax Rates, Direct and Overlapping Governments	194
Principal Property Taxpayers	195
Property Tax Levies and Collections	196
Taxable Sales by Category	197
Ratios of Outstanding Debt by Type	198
Ratios of General bonded Debt Outstanding	199
Direct and Overlapping Governmental Activities Debt	200
Legal Debt Margin Information	201
Pledged Revenue Coverage	202
Demographic and Economic Statistics	203
Principal Employers, Current Year and Nine Years Ago	204
Full-Time Equivalent City Government Employees by Function	205
Operating Indicators by Function	206
Capital Asset Statistics by Function	207
GLOSSARY	208



THE CITY OF SNYDER, TEXAS

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325/573-4957 • 325/573-7505 Fax
www.ci.snyder.tx.us

September 30, 2014

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 2015 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 2014-15 which totals \$18,656,350 an increase of \$1,475,235 or 8.59% over appropriations for FY 2013-14. 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 .4387 with a 10% increase in water rates. 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
 - Administration
 - Finance
 - Planning & Zoning
 - Municipal Court
 - Community Service
 - Accounting
 - Data Processing
 - Records Management
 - Public Safety
 - Police
 - Animal Control
 - Fire
 - Public Works
 - Streets
 2. Special Revenue Funds
 - Motel
 - Tax Increment Finance (TIF)
- II. Proprietary Fund Types:
 1. Enterprise Fund
 - Sanitation
 - Water & Sewer
 2. Internal Service Funds
 - Central Garage
 - Self-Insurance

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 2014-2015 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 13-14.

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. The new Sewage Treatment Plant's cost of \$4.375M was funded through the Texas Water Development Board's low interest (5-1/2 - 6%) SRF loan program, which retired in 2013. 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. In 1995 the City issued Certificates of Obligation in the amount of \$3.290M for a 5mgd expansion to the water treatment plant. Refunding Bonds in the amount of \$1,340,000 were used for refinancing of the 1995 Series. The Certificates of Obligation will mature in 2025, the Refunding Bonds in 2015. 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 stations 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 1.50% C.O.L.A. increase to the pay plan in the 14-15 budget, including additional personnel in the Police Department and Street Department.

REVENUE AND EXPENDITURES

The City's General Fund reflects the stabilization and expansion of the local economy. We have estimated Sales Tax revenue to increase by 6.90% from budgeted FY 13-14. The tax rate for FY 2014 was .4445.

Property valuations have increased by 13.81% (\$52,633,256) causing the effective tax rate for FY 14-15 to be .4124. The City has elected to adopt the proposed tax rate of .4387.

General Fund expenditures are up \$511,105 (7.28%) over FY 2013-14 budget, with personnel changes accounting for most of the increase.

Water sales revenue is projected to decrease by 2.22% with a 10% increase in tier rates. Sewage charges have increased by 2.79%. 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 decreased from \$3,237,330 to \$2,889,310 or (10.75%) less than last year. Primary projects include replacing five police vehicles (\$150,000), electronic ticket writers for the Police Department (\$191,635), a water truck for the Street Department (\$100,000), waterlines (\$100,000), a scraper (\$175,000) at the Landfill, a sewer cleaning machine (\$230,000), building a new City garage (\$300,000) and a 33 yard sanitation truck (\$185,000).

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. Continue to qualify for the Texas Comptroller Leadership Circle Gold Member for Financial Transparency.
10. Compile a comprehensive financial report that seeks to comply with the Certificate of Conformance standards as established by the Government Finance Officers Association.
11. Continue to seek government grants to offset capital budget expenditures.
12. Try to maintain a 20 year average for Capital purchases.
13. Launch the new safety program with regular monthly training through departmental meetings, along with video, to reduce the cost of worker's compensation expense.
14. 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 1611 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 the Code Red service for citizens.

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 2014-2015 City Budget.

Respectively submitted,



Merle Taylor
City Manager

ORDINANCE NO. 2002

**AN ORDINANCE MAKING
APPROPRIATION FOR THE SUPPORT TO
THE CITY GOVERNMENT FOR THE
FISCAL YEAR BEGINNING OCTOBER 1,
2014 AND ENDING SEPTEMBER 30, 2015.**

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, 2014 and ending September 30, 2015, 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 \$7,529,680 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	\$ 7,529,680

SECTION 2: THAT the sum of \$539,060 is hereby appropriated out of the Special Revenue Fund as hereinafter itemized, to wit:

<u>FUND</u>	<u>APPROPRIATION</u>
Motel Tax Fund	\$ 500,000
TIF	39,060
	<u>\$ 539,060</u>

SECTION 3: THAT the sum of \$10,129,425 is hereby appropriated out of the Enterprise Fund as hereinafter itemized, to wit:

<u>FUND</u>	<u>APPROPRIATION</u>
Water and Sewer Sanitation	\$ 7,176,415
	2,953,010
Total Enterprise Fund	<u>\$ 10,129,425</u>

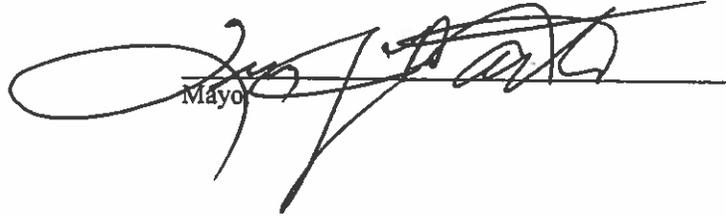
SECTION 4: THAT the sum of \$458,185 is hereby appropriated out of the Internal Service Fund as hereinafter itemized, to wit:

<u>FUND</u>	<u>APPROPRIATION</u>
Self Insurance Fund	\$ -0-
Central Garage Fund	458,185
Total Internal Service Fund	<u>\$ 458,185</u>

TOTAL BUDGET (Memo Only)

\$ 18,656,350

PASSED AND APPROVED by the City Council on first reading this 11th day of August, 2014.


Mayor

ATTEST:


City Secretary

PASSED AND ADOPTED by the City Council on second reading this 8th day of September, 2014.


Mayor

ATTEST:


City Secretary

ORDINANCE NO. 2004

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 2014, 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 2014 the sum of \$.4387 per One Hundred Dollars (\$100.00) valuation thereof, and the same shall be applied to the General Fund.

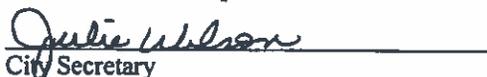
SECTION 2. THAT all ad valorem taxes shall be paid before the 1st day of February, 2015, and taxes not paid by that date shall be delinquent, and all persons or property owners failing to pay any taxes owing on or before its delinquent date shall be charged interest at the rate of one-half of one percent (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 6.38 percent over the effective tax rate and will decrease taxes for maintenance and operations on a \$100,000 home by approximately \$5.80.

PASSED AND APPROVED on first reading by the City Council on first reading this 11th day of August, 2014.


Mayor

ATTEST:


City Secretary

PASSED AND ADOPTED on second reading by the City Council on second reading this 8th day of September, 2014.


Mayor

ATTEST:


City Secretary

2014-2015 BUDGET SUMMARY

GOVERNMENTAL FUNDS

				PRIOR YEARS TOTAL		
	GENERAL	SPECIAL REVENUE	2014-2015 TOTAL	BUDGETED	ACTUAL	ACTUAL
				2013-2014	2012-2013	2011-2012
FUND BALANCE 10/01/14	6,809,111	(840)	6,808,271	6,808,271	5,747,729	4,841,744
Prior Year Adjustment					(74,433)	-
ESTIMATED RECEIPTS	7,529,680	500,000	8,029,680	7,418,575	7,915,465	7,195,665
PLUS: NON-CASH TRANSACTIONS	-	-	-	-	-	-
LESS: CASH TRANSACTIONS RESERVED FUND BAL.	-	-	-	-	-	-
TOTAL FUNDS AVAILABLE	14,338,791	499,160	14,837,951	14,226,846	13,588,761	12,037,409
PROPOSED EXPENDITURES	7,529,680	500,000	8,029,680	(7,418,575)	(6,780,490)	(6,289,680)
PRIOR YEAR ADJUSTMENT UNDESIGNATED FUND BALANCE 09/30	6,809,111	(840)	6,808,271	6,808,271	-	5,747,729
INCREASE/(DECREASE)	-	-	-	-	1,060,542	905,985

PROPRIETARY FUNDS

				PRIOR YEARS TOTALS		
	ENTERPRISE	INTERNAL SERVICE	2014-2015 TOTAL	BUDGETED	ACTUAL	ACTUAL
				2013-2014	2012-2013	2011-2012
CASH & CASH EQUIVALENTS B-O-Y	3,530,222	(88,005)	3,442,217	4,654,735	7,043,625	4,398,600
Cash Flows from Operating Activities	1,738,035	-	1,738,035	1,902,175	1,524,837	1,503,872
Cash Flows from Interfund Loans	-	-	-	-	-	-
Cash flows from Capital Activities	(2,863,623)	(303,400)	(3,167,023)	(3,144,193)	(3,927,780)	821,563
Cash flows from Investing Activities	15,400	-	29,400	29,500	14,053	319,590
Net Increase or (Decrease) in Cash	(1,110,188)	(391,405)	(1,501,593)	(1,212,518)	(2,388,890)	2,645,025
CASH & CASH EQUIVALENTS E-O-Y	2,420,034	(479,410)	1,940,624	3,442,217	4,654,735	7,043,625

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

2014-2015 BUDGET

	Governmental Fund Types		Totals
	General	Special Revenue	Proposed 2014-2015 Budget
Revenues:			
Taxes	5,914,865	539,060	6,453,925
Licenses and Permits	65,900	-	65,900
Intergovernmental	112,500	-	112,500
Charges for Services	1,239,565	-	1,239,565
Fines and Forfeitures	115,000	-	115,000
Interest	25,000	-	25,000
Contributions & donations	-	-	-
Miscellaneous	56,850	-	56,850
Total Revenues	7,529,680	539,060	8,068,740
Expenditures:			
General Government	2,038,480	-	2,038,480
Public Safety	4,310,205	-	4,310,205
Public Works	1,180,995	-	1,180,995
Culture and Recreation	-	500,000	500,000
Tax Increment Financing	-	39,060	39,060
Total Expenditures	7,529,680	539,060	8,068,740
Excess (Deficiency) of Revenues over Expenditures	-	-	-
Other Financing Sources (Uses):			
Sale of Fixed Assets	-	-	-
Proceeds from Notes Payable	-	-	-
Proceeds from Cert. of Oblig.	-	-	-
Transfers Out	-	-	-
Excess (Deficiency) of Rev. & Other Sources over Expenditures	-	-	-
Fund Balance B-O-Y	6,809,111	(840)	6,808,271
Plus depreciation	-	-	-
Changes in inventory	-	-	-
Changes in accounting prin.	-	-	-
Fund Balance E-O-Y	6,809,111	(840)	6,808,271

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

PRIOR YEAR TOTALS

	Budgeted 2013-2014	Actual 2012-2013	Actual 2011-2012	Actual 2010-2011
Revenues:				
Taxes	5,910,685	6,170,345	5,407,170	5,218,258
Licenses and Permits	53,410	146,025	34,316	30,226
Intergovernmental	120,000	105,534	127,482	88,371
Charges for Services	1,143,830	1,069,163	945,425	966,058
Fines and Forfeitures	115,000	108,867	107,594	110,432
Interest	20,000	24,452	22,384	22,769
Contributions & donations	-	223,000	496,536	-
Miscellaneous	55,650	63,079	54,758	54,520
Total Revenues	7,418,575	7,910,465	7,195,665	6,490,634
Expenditures:				
General Government	1,953,285	1,819,868	1,989,252	1,485,411
Public Safety	3,722,345	3,320,948	2,959,952	2,949,709
Public Works	1,342,945	1,206,314	930,535	1,075,144
Culture and Recreation	400,000	433,360	409,941	330,846
Total Expenditures	7,418,575	6,780,490	6,289,680	5,841,111
Excess (Deficiency) of Revenues over Expenditures	-	1,129,975	905,985	649,523
Other Financing Sources (Uses):				
Sale of Fixed Assets	-	5,000	-	-
Proceeds from Notes Payable	-	-	-	-
Proceeds from Cert. of Oblig.	-	-	-	-
Transfers Out	-	-	-	-
Excess (Deficiency) of Rev. & Other Sources over Expenditures	-	1,134,975	905,985	649,523
Fund Balance B-O-Y	6,808,271	5,747,729	4,841,744	4,192,221
Prior year adjustment	-	(74,433)	-	-
Plus depreciation	-	-	-	-
Changes in inventory	-	-	-	-
Changes in accounting prin.	-	-	-	-
Fund Balance E-O-Y	6,808,271	6,808,271	5,747,729	4,841,744

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

2014-2015 BUDGET

	Proprietary Fund Types		Totals
	Enterprise	Internal Service	Proposed 2014-2015 Budget
Operating Revenues:			
Billings to Departments	-	451,185	451,185
Water Sales	4,400,000	-	4,400,000
Sewer Charges	1,540,000	-	1,540,000
Sanitation Charges	2,000,000	-	2,000,000
Landfill Gate Fees	765,000	-	765,000
Billings & Collections for Sanitation	381,920	-	381,920
Water & Sewer Taps	55,000	-	55,000
Plumbing Permits & Inspc.	14,000	-	14,000
Miscellaneous	32,850	7,000	39,850
Grant Proceeds	-	-	-
Total Oper. Revenues	9,188,770	458,185	9,646,955
Operating Expenses:			
Personnel Services	2,088,225	68,655	2,156,880
Supplies	764,980	329,750	1,094,730
Maintenance	986,220	3,535	989,755
Services	3,617,870	23,405	3,641,275
Sundry Charges	178,385	2,550	180,935
Depreciation	2,006,860	30,290	2,037,150
Premiums	-	-	-
Claims	-	-	-
Total Oper. Expenses	9,642,540	458,185	10,100,725
Operating Income or (Loss)	(453,770)	-	(453,770)
Non-Oper. Revenues/(Expenses):			
Interest Income	15,400	-	15,400
Gain (Loss) on Sale of Asset	(486,885)	-	(486,885)
Amortized Issuance Cost	-	-	-
Debt Service	-	-	-
Total Non-Oper.	(471,485)	-	(471,485)
Net Income (Loss)	(925,255)	-	(925,255)
Add Depre. trans. to contr. cap.	-	-	-
Working Capital B-O-Y	3,530,222	(280,159)	3,250,063
Adjustments	(1,110,188)	(303,400)	(1,413,588)
Working Capital E-O-Y	2,420,034	(583,559)	1,836,475

**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 2013-2014	Actual 2012-2013	Actual 2011-2012	Actual 2010-2011
Operating Revenues:				
Billings to Departments	353,480	402,045	948,228	977,128
Water Sales	4,500,000	4,076,343	4,171,819	3,686,005
Sewer Charges	1,498,145	1,501,536	1,472,644	1,453,552
Sanitation Charges	2,000,000	1,926,453	1,698,827	1,634,266
Landfill Gate Fees	700,000	750,199	612,594	610,876
Billings & Collections for Sanitation	354,320	327,408	312,012	176,246
Water & Sewer Taps	40,000	51,100	22,185	12,350
Plumbing Permits & Inspc.	14,000	14,019	17,300	9,518
Miscellaneous	45,250	37,500	38,019	66,532
Grant Proceeds	-	-	37,908	252,092
Total Oper. Revenues	9,505,195	9,086,603	9,331,536	8,878,565
Operating Expenses:				
Personnel Services	2,135,725	1,973,896	1,797,797	1,929,222
Supplies	1,187,370	1,030,064	989,448	1,068,160
Maintenance	891,910	881,368	628,987	711,709
Services	3,240,615	3,269,917	2,901,207	2,561,118
Sundry Charges	307,500	240,184	219,185	176,126
Depreciation	1,947,420	1,629,597	1,637,896	1,255,908
Premiums	-	-	619,663	544,331
Claims	-	275,436	371,658	395,250
Total Oper. Expenses	9,710,540	9,300,462	9,165,841	8,641,824
Operating Income or (Loss)	(205,345)	(213,859)	165,695	236,741
Non-Oper. Revenues/(Expenses):				
Interest Income	12,400	14,813	14,045	1,456
Gain (Loss) on Sale of Asset	(187,900)	4,300	171,424	(18,174)
Amortized Issuance Cost	-	(18,174)	(18,174)	(56,272)
Debt Service	-	(215,160)	(147,973)	-
Total Non-Oper.	(175,500)	(214,221)	19,322	(72,990)
Net Income (Loss)	(380,845)	(428,080)	185,017	163,751
Add Depre. trans. to contr. cap.	-	-	-	-
Working Capital B-O-Y	14,411,821	14,885,787	14,700,770	4,325,650
Adjustments	(2,121,550)	(45,886)	-	2,775,529
Working Capital E-O-Y	12,290,271	14,411,821	14,885,787	7,101,179

GENERAL FUND
NARRATIVE
FISCAL YEAR 2014-2015 BUDGET

Sales tax revenues are projected to increase by 6.90% for FY 2014-15 and current Ad Valorem tax collections are anticipated to be \$211,180 more than last year due to a higher property valuation. Franchise taxes will decrease by \$10,000 or 1.25%. The increase in budgeted revenue for the FY 2014-15 is due primarily to the increase in ad valorem tax. Administrative fees will increase 9.52%.

The City had an increase in property valuation creating an effective rate of .4124. The ad valorem rate of .4387 was adopted to fund the expenditures budgeted for 2014-15.

Anticipated revenues for the General Fund total \$7,529,680 an increase of \$511,105 or 7.28% 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 2014</u>
Taxes	\$5,914,865	78.55%	\$404,180
Licenses & Permits	65,900	0.88	12,490
Intergovernmental	112,500	1.49	(7,500)
Charges for Services	1,239,565	16.46	95,735
Fines & Forfeitures	115,000	1.53	-0-
Interest	25,000	0.33	5,000
Miscellaneous	56,850	0.76	1,200
<u>Total</u>	<u>\$7,529,680</u>	<u>100.00%</u>	<u>\$511,105</u>

Ad valorem taxes, both current and delinquent, are expected to produce 26.72% of the General Fund revenues for FY 2015 as compared to 25.66% of the budgeted revenues for FY 2014, (refer to graph page 8). Sales tax revenues which amounted to 41.32% of the total for FY 2014 have decreased to 41.17% for FY 2015.

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 2015 is \$433,649,502 an increase of \$48,469,795 (12.58%) from FY 2014.

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 2014 is \$.4388 per \$100 of assessed valuation.

Expenditures for the General Fund total \$7,529,680 for FY 2015, an increase of 7.28 percent over FY 2014, (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 2014</u>
General Government	\$ 2,038,480	27.08%	\$ 85,195
Public Safety	4,310,205	57.24	587,860
Public Works	1,180,995	15.68	(161,950)
Total	\$7,529,680	100.00%	\$ 511,105

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 increased by 4.36% over last year. Personnel increased 1.33% due to a 1.50% cost of living adjustment. A decrease is budgeted in supplies of 5.11% and capital outlay by 23.43%. Services increased by 31.43%, as well as sundry charges by 4.31%, and maintenance by 36.35%

Public Safety budgeted expenditures increased by 15.79%. Personnel increased by 9.69% due to a 1.50% cost of living adjustment, as well as additional personnel in the Police Department. Supplies increased by 1.37%, maintenance by 1.67%, sundry charges by 2.40% and capital outlay by 145.87%. Services decreased by 4.77%

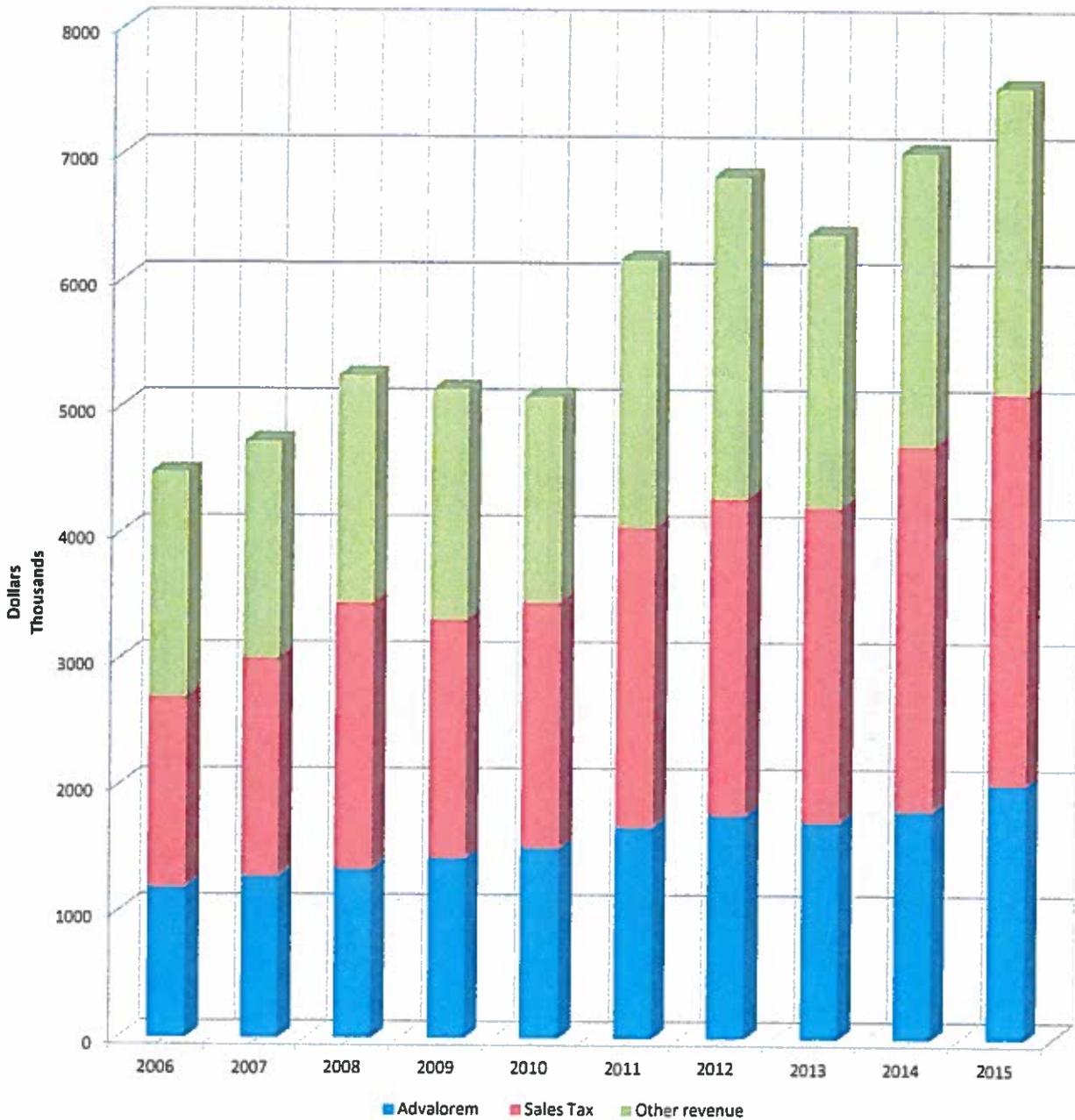
Public Works (Street Department) budgeted expenditures decreased by 12.06%. Personnel increased by 19.98% due to a 1.50% cost of living adjustment and additional personnel. Supplies decreased by 12.64%, maintenance by 38.37%, as well as services by 3.06%. Sundry charges also decreased by 4.01%, and capital outlay by 9.98%.

The budgeted Undesignated Fund Balance at the end of FY 2015 is expected to reflect no change from the FY 2014 balance. The relationship between annual actual expenditures and undesignated fund balance for the ten-year period FY 2006 - FY 2015 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 2015. Capital expenditures for 2015 are \$927,665 as compared to \$685,230 for the previous fiscal year. The expenditures for capital improvements are found in all departmental budgets.

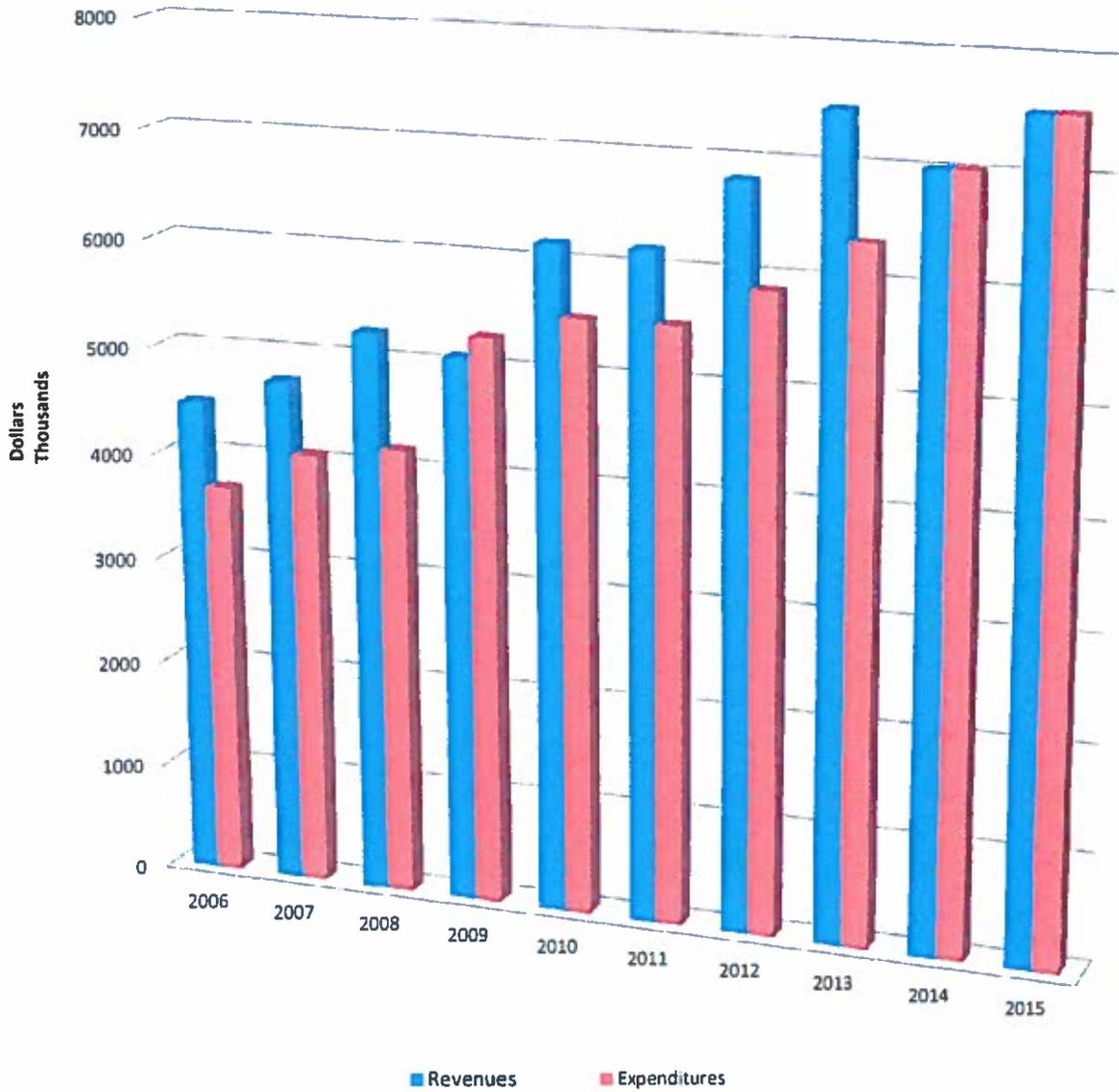
The City Council established a Tax Increment Financing Zone in November, 2013 – promoting the development of a certain contiguous area within its jurisdiction and ETJ by the creation of a reinvestment zone.

**General Fund
Ad Valorem, Sales Tax, Other Revenue
2014-2015**



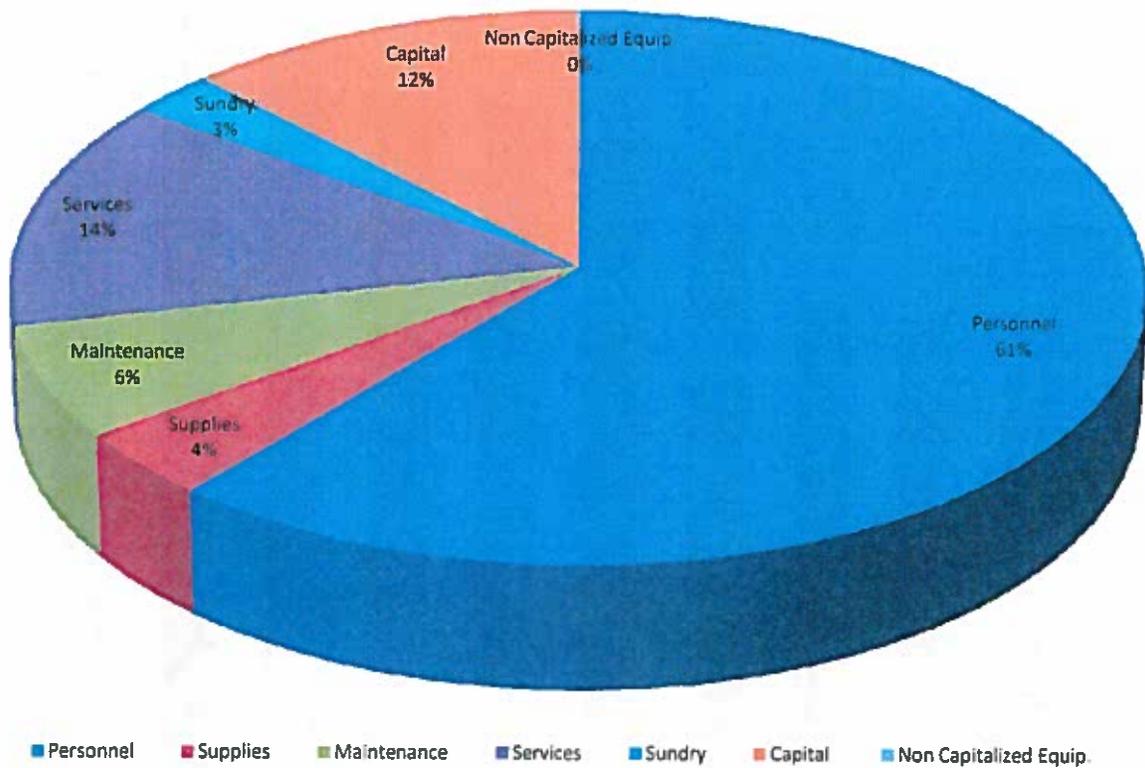
Description: This graph shows the relationship between Ad Valorem and Sales Tax to Total Revenue in the General Fund for the period Fiscal Year 2006 to Fiscal Year 2015

General Fund Revenues & Expenditures Fiscal Year 2014-2015



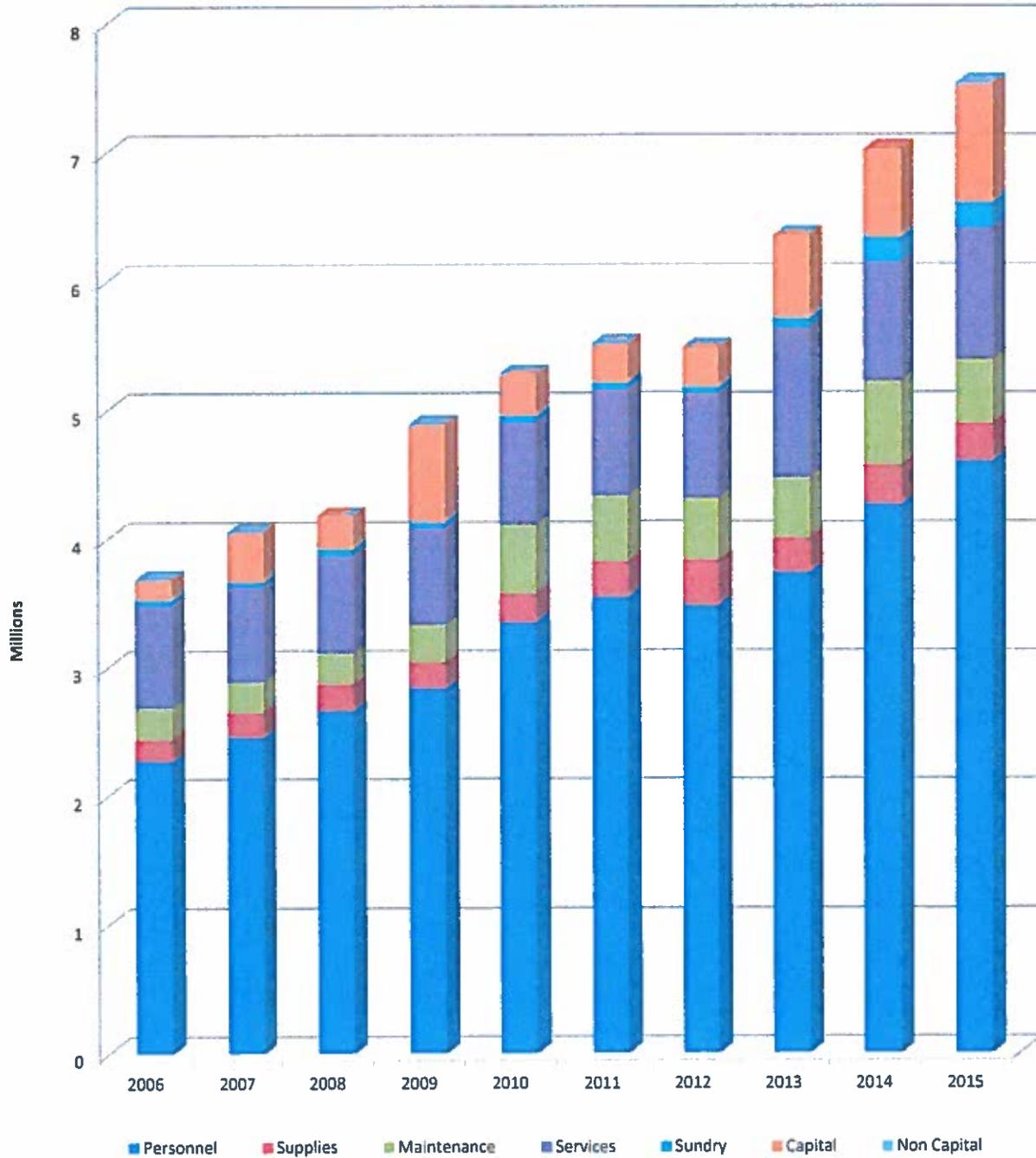
Description: This graph shows the General Fund Revenues and Expenditures for Fiscal Year 2006 to Fiscal Year 2015.

General Fund Expenditures Fiscal Year 2015



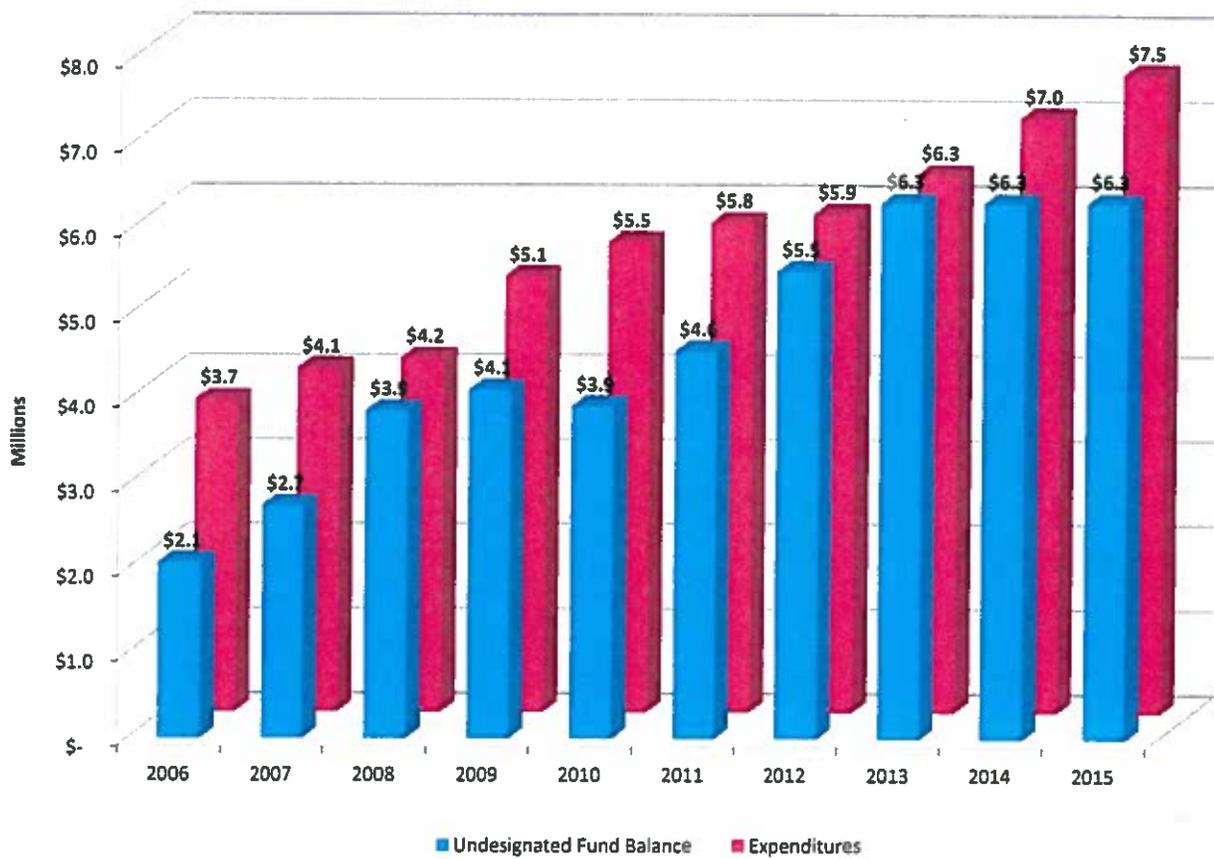
Description: This pie chart visually shows the percentage of General Fund Expenditures allocated to the various major categories for the budget for Fiscal Year 2015.

General Fund Expenditures Fiscal Years 2006-2015



Description: This graph shows a visual comparison of expenditure allocations for Fiscal Years 2006 through 2015.

**General Fund
Undesignated Fund Balance/Expenditures
Fiscal Years 2006 - 2015**



Description: This graph shows the relationship between General Fund Expenditures and Undesignated Fund Balance at year's end for the period Fiscal Year 2006 to Fiscal Year 2015.

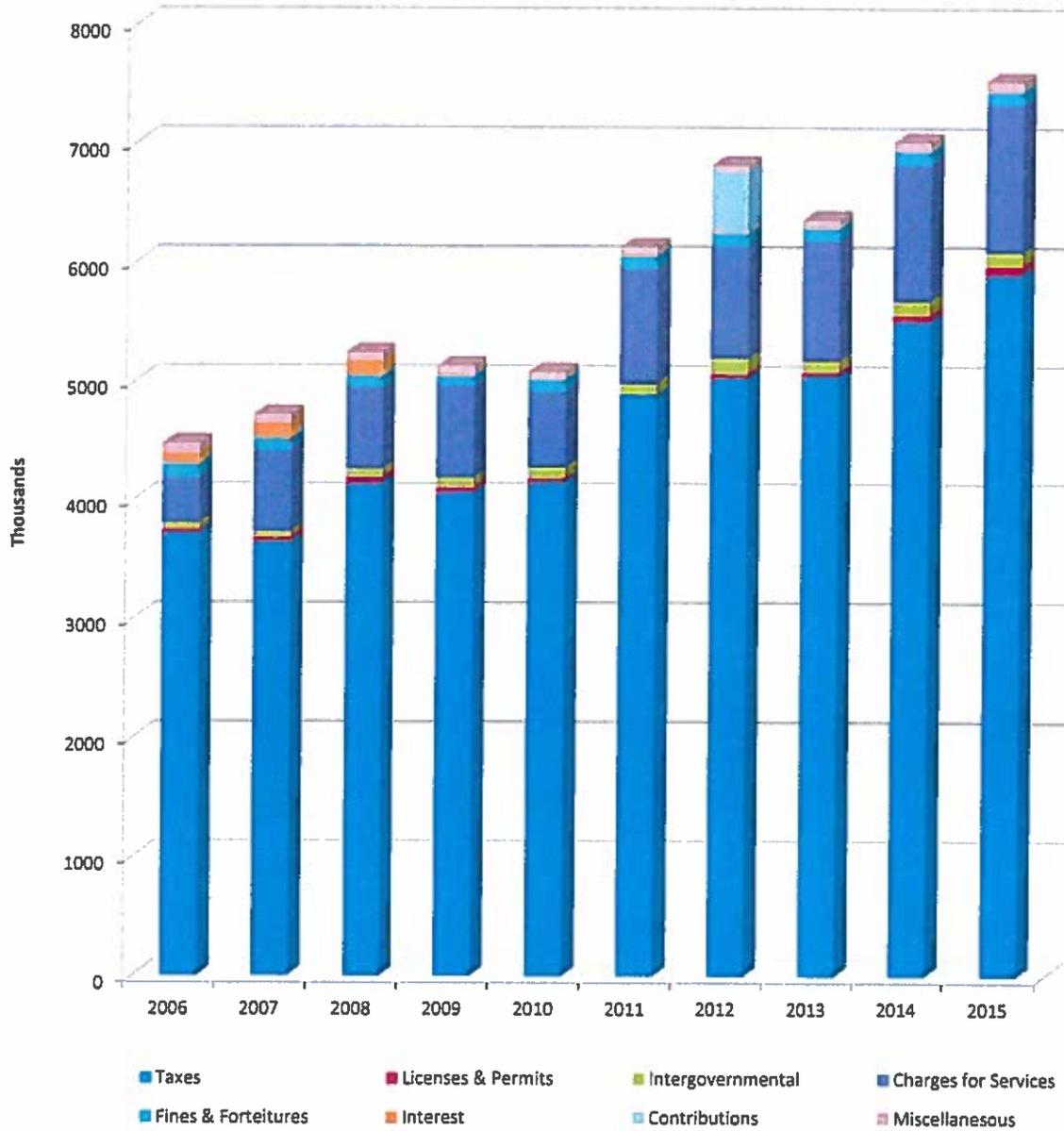
**CITY OF SNYDER, TEXAS
GENERAL FUND**

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

2014-2015 BUDGET

	2011-2012 Actual	2012-2013 Actual	2013-2014 Budget	2014-2015 Proposed Budget
Revenues:				
Taxes	5,036,081	5,734,733	5,510,685	5,914,865
Licenses and Permits	34,316	146,025	53,410	65,900
Intergovernmental	127,482	105,535	120,000	112,500
Charges for Services	945,425	1,069,163	1,143,830	1,239,565
Fines and Forfeitures	107,594	108,867	115,000	115,000
Interest	22,384	24,452	20,000	25,000
Miscellaneous	54,758	291,078	55,650	56,850
Contributions	496,536	-	-	-
Total Revenues	6,824,576	7,479,853	7,018,575	7,529,680
Expenditures:				
Personnel	3,477,114	3,732,500	4,259,585	4,595,825
Supplies	253,063	267,374	303,220	295,630
Maintenance	481,260	468,941	654,785	489,205
Services	812,405	1,161,632	923,420	1,022,700
Sundry Charges	50,555	73,307	192,335	196,405
Capital Outlay	805,343	643,376	685,230	927,665
Non Capitalized Equipment	-	-	-	2,250
Total Expenditures	5,879,739	6,347,130	7,018,575	7,529,680
Excess (Deficiency) of Rev. over Exp.	944,837	1,132,723	-	-
Other Financing Sources (Uses):				
Sale of Asset	-	-	-	-
Excess (Deficiency) of Rev. & Other Sources over Expenditures	944,837	1,132,723	-	-
Fund Balance at B-O-Y	\$ 4,805,984	\$ 5,750,821	\$ 6,809,111	\$ 6,809,111
Prior year adjustment	-	(74,433)	-	-
Reserve for economic development	-	-	-	-
Fund Balance at E-O-Y	\$ 5,750,821	\$ 6,809,111	\$ 6,809,111	\$ 6,809,111

**GENERAL FUND
Revenues
Fiscal Years 2006 - 2015**



Description: This graph describes Taxes, Licenses and Permits, Intergovernmental, Charges for Services, Fines & Forfeitures, and Miscellaneous Revenues for the Period Fiscal Year 2006 to Fiscal Year 2015.

**CITY OF SNYDER, TEXAS
GENERAL FUND**

STATEMENT OF REVENUES

2014-2015 BUDGET

	2011-2012 Actual	2012-2013 Actual	2013-2014 Budget	2014-2015 Proposed Budget
Taxes:				
Sales Taxes	2,511,844	3,069,630	2,900,000	3,100,000
Ad valorem Taxes	1,761,229	1,895,078	1,800,685	2,011,865
Franchise Taxes	757,649	758,122	800,000	790,000
Liquor Taxes	5,359	11,903	10,000	13,000
Total Taxes	5,036,081	5,734,733	5,510,685	5,914,865
Licenses and Permits	34,316	146,025	53,410	65,900
Intergovernmental:				
Emergency Mgm. Program Grant	41,699	25,062	42,000	26,000
LEOSE - Fire	-	-	-	-
Snyder Public Schools Resource Officers	76,850	72,259	78,000	78,000
Citizens Corp - Grant	-	-	-	-
LEOSE- Police	-	-	-	-
Juvenile Case Manager Fee	8,933	8,214	-	8,500
Step Grant - Waves	-	-	-	-
Bullet Proof Vest Program	-	-	-	-
Homeland Security	-	-	-	-
Drug Enforcement	-	-	-	-
Total Intergovernmental	127,482	105,535	120,000	112,500
Charges for Services:				
Administrative Fees	896,959	1,009,933	1,079,565	1,182,300
Municipal Court Fees	40,096	51,271	53,265	45,265
Billings for Emergency Services	5,272	3,615	7,000	7,000
Credit Card Fees	3,098	4,344	4,000	5,000
Total Charges for Services	945,425	1,069,163	1,143,830	1,239,565
Fines & Forfeitures	107,594	108,867	115,000	115,000
Miscellaneous:				
Interest	22,384	24,452	20,000	25,000
Miscellaneous	54,758	291,078	55,650	56,850
Total Miscellaneous	77,142	315,530	75,650	81,850
Contributions	496,536	-	-	-
Total Revenues	\$ 6,824,576	\$ 7,479,853	\$ 7,018,575	\$ 7,529,680

CITY OF SNYDER, TEXAS
GENERAL FUND

DESCRIPTION OF REVENUES

2014-2015 BUDGET

TAXES

Sales Tax \$3,100,000

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 \$ 1,902,420

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 \$ 53,000

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 \$ 48,945

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	\$ 3,5000
Franchise Tax	\$ 790,000
<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	\$ 13,000
<p>50% of the face value of all facets of the Texas Alcohol and Beverage Commission issued permits.</p>	
TOTAL TAXES	
	\$5,914,865

LICENSES & PERMITS

Building Permits	\$ 25,000
<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>	
Moving Permits	\$ -0-
Electrical Permits	\$ 15,500
<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>	
Electrical License	\$ -0-
<p>The City issues electrical licenses within the city limits. Fees cover testing and license issuance costs.</p>	
Dog License	\$ 250
<p>The City charges \$2.00 per license.</p>	
Pound Fee	\$ 9,000
<p>Pound fee is \$5.00 for reclaimed animals.</p>	
Peddler's Fee	\$ 1,300
<p>The City's fee for each peddler's license is \$75.00.</p>	
Miscellaneous Fees	\$ 8,600
<p>Zone changes, variance cases, special use permits, dump truck fees.</p>	

Demolition Fees	\$	2,000
The City's fee for demolition.		
Beer & Wine Permit & License	\$	2,000
The City's permit fee for the sale of beer and wine.		
Vehicle for Hire	\$	-0-
The City's fee for the operation of taxicab/limousine and novelty vehicle for hire within the City.		
Package Store Permit	\$	950
The City's permit fee for the sale of alcoholic beverages.		
Carnival Permit	\$	100
The City's permit fee for the operation of a carnival.		
Fire Inspection Service Fee	\$	1,200
The City's permit fee for annual inspections of specified commercial and residential facilities.		
TOTAL LICENSES AND PERMITS		\$ 65,900

INTERGOVERNMENTAL

Civil Defense Contract	\$	26,000
SISD Special Resource Officer	\$	78,000
Juvenile Case Manager Fee	\$	8,500
TOTAL INTERGOVERNMENTAL		\$ 112,500

CHARGES FOR SERVICES

Administrative Fees		
The Enterprise Fund is charged a fee for administrative and accounting services provided by the General Fund.		
	\$	1,182,300
The Municipal Court is allowed to charge an administrative fee for teen court, safe driving courses, and deferrals.		
	\$	4,600
Billings for Emergency Services	\$	7,000
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 1st responder.

Court Costs \$ 40,665

Fees are established by the State and the City retains 10% of the fees prior to remittance to the state.

Credit Card Fees \$ 5,000

TOTAL CHARGES FOR SERVICES \$ 1,239,565

FINES & FORFEITURES

Municipal Court \$ 115,000

Collections through the assessment of fines for traffic violations and city ordinance violations.

TOTAL FINES & FORFEITURES \$ 115,000

MISCELLANEOUS

Interest Income \$ 25,000

Includes interest earnings on city deposits.

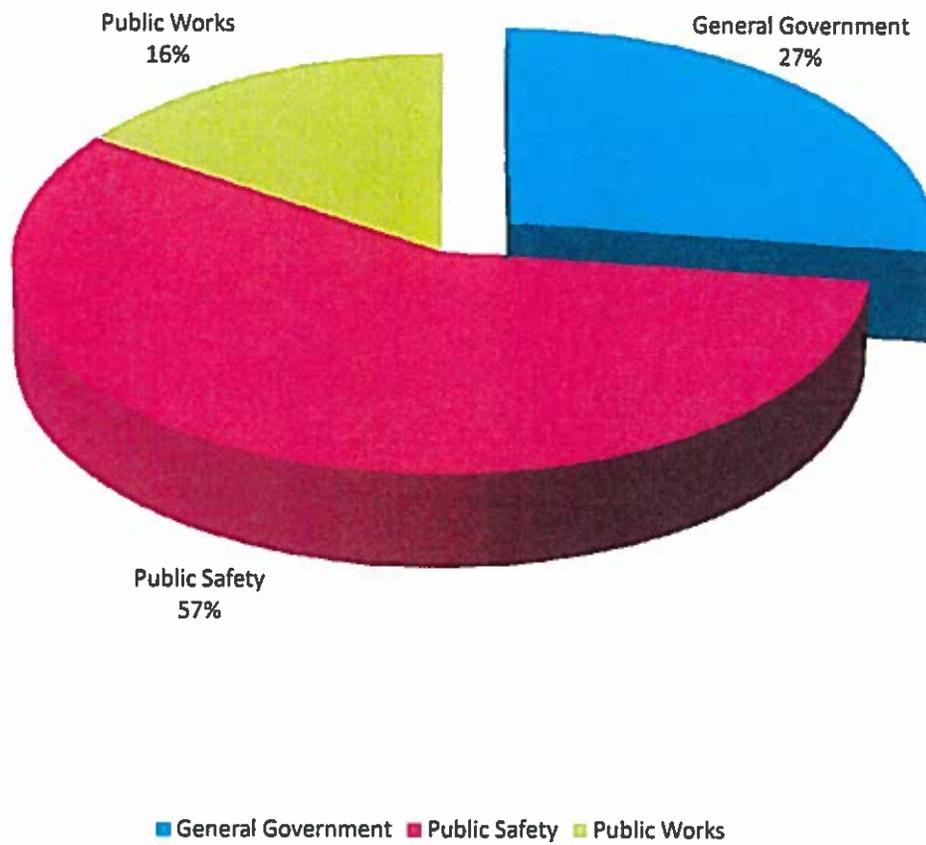
Other \$ 56,850

Includes gain/loss on sale of equipment.

TOTAL MISCELLANEOUS \$ 81,850

TOTAL GENERAL FUND REVENUE \$ 7,529,680

**GENERAL FUND FUNCTION EXPENSE
Fiscal Year 2015**



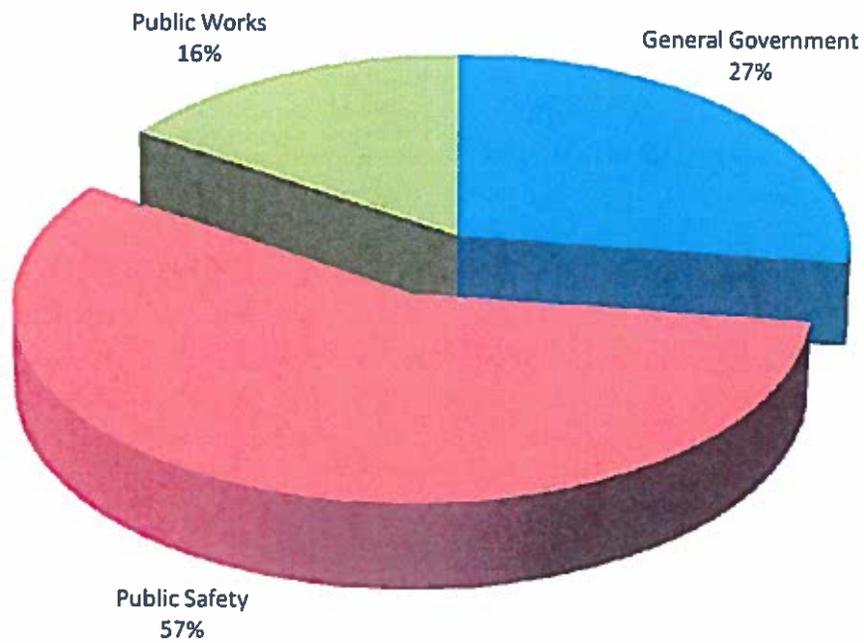
Description: This pie chart highlights the "General Government" function and amount of the General Fund Expenditures that are appropriated for each major function and the relationship between the functional areas.

CITY OF SNYDER, TEXAS
GENERAL FUND
STATEMENT OF EXPENDITURES
2014-2015 BUDGET

	2011-2012 Actual	2012-2013 Actual	2013-2014 Budget	2014-2015 Proposed Budget
GENERAL GOVERNMENT:				
Administration:				
Personnel Services	196,430	216,091	227,510	232,935
Supplies	2,500	2,753	4,500	4,500
Maintenance	4,629	4,397	5,510	6,570
Services	41,611	52,628	48,205	48,635
Sundry Charges	4,493	6,693	6,405	6,405
Capital Outlay	1,454	1,626	900	30,000
Totals	251,117	284,188	293,030	329,045
Finance:				
Personnel Services	176,982	312,282	305,485	307,880
Supplies	1,913	4,833	4,150	4,010
Maintenance	4,100	18,373	15,755	16,285
Services	33,996	33,337	38,710	38,885
Sundry Charges	1,409	4,193	3,375	3,215
Capital Outlay	1,750	449	-	2,600
Totals	220,150	373,467	367,475	372,875
Planning & Zoning:				
Personnel Services	140,703	164,170	252,875	254,585
Supplies	4,423	5,467	5,600	6,380
Maintenance	7,766	9,765	18,055	12,035
Services	10,290	62,941	10,435	34,305
Sundry Charges	558	623	1,395	1,115
Capital Outlay	16,169	-	47,040	25,900
Totals	179,909	242,966	335,400	334,320
Municipal Court:				
Personnel Services	141,710	195,458	209,300	211,075
Supplies	3,743	4,211	4,300	4,880
Maintenance	7,219	14,384	9,270	9,875
Services	23,495	22,352	27,870	28,575
Sundry Charges	1,065	2,672	3,010	4,230
Capital Outlay	2,022	18,829	1,550	-
Totals	179,254	257,906	255,300	258,635

	2011-2012 Actual	2012-2013 Actual	2013-2014 Budget	2014-2015 Proposed Budget
Community Services:				
Personnel Services	-	-	-	-
Supplies	4,997	3,186	7,450	5,035
Maintenance	5,066	795	1,720	300
Services	237,848	316,853	229,540	332,620
Sundry Charges	600	1,291	6,305	6,305
Capital Outlay	519,142	66,479	163,480	105,000
Totals	767,653	388,604	408,495	449,260
City Secretary/Records:				
Personnel Services	145,630	143,480	151,350	152,720
Supplies	4,284	2,280	3,450	3,050
Maintenance	17,522	4,584	4,025	4,545
Services	5,262	14,216	15,765	9,810
Sundry Charges	2,450	811	615	660
Capital Outlay	2,566	330	-	900
Non Capitalized Equipment	-	-	-	750
Totals	177,714	165,701	175,205	172,435
IT / Purchasing				
Personnel Services	106,034	85,824	84,055	87,705
Supplies	642	2,055	1,750	1,750
Maintenance	4,473	9,301	9,920	16,300
Services	2,985	8,169	10,290	7,690
Sundry Charges	352	456	365	465
Capital Outlay	628	1,231	12,000	8,000
Totals	115,114	107,036	118,380	121,910
Records Management:				
Personnel Services	84,486	-	-	-
Supplies	785	-	-	-
Maintenance	2,637	-	-	-
Services	2,639	-	-	-
Sundry Charges	290	-	-	-
Capital Outlay	7,504	-	-	-
Totals	98,341	-	-	-
TOTAL GENERAL GOVERNMENT	1,989,252	1,819,868	1,953,285	2,038,480

**GENERAL FUND FUNCTION EXPENSE
Fiscal Year 2015**

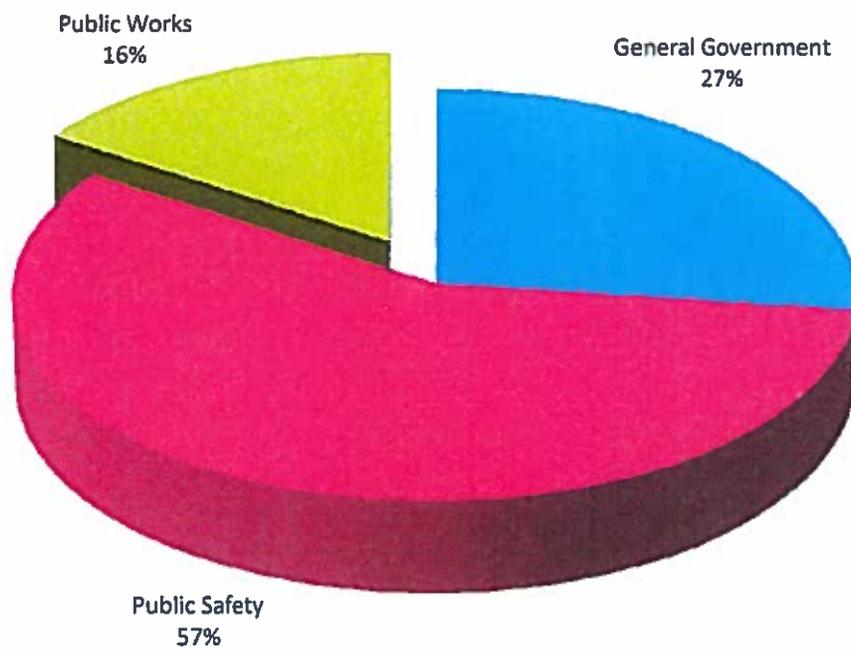


■ General Government ■ Public Safety ■ Public Works

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.

	2011-2012	2012-2013	2013-2014	2014-2015 Proposed
	Actual	Actual	Budget	Budget
PUBLIC SAFETY:				
Police:				
Personnel Services	1,380,833	1,487,908	1,810,015	2,058,800
Supplies	99,457	104,442	103,350	105,050
Maintenance	53,208	49,387	57,700	57,690
Services	50,451	47,455	61,750	70,840
Sundry Charges	20,461	30,151	126,345	130,990
Capital Outlay	127,001	129,787	143,710	457,110
Non Capitalized Equipment	-	-	-	1,500
Totals	1,731,411	1,849,130	2,302,870	2,881,980
Animal Control:				
Personnel Services	142,221	148,709	156,155	159,970
Supplies	13,083	16,134	17,800	18,875
Maintenance	2,397	5,564	8,175	8,045
Services	12,379	15,290	33,360	17,800
Sundry Charges	1,891	3,051	4,875	4,900
Capital Outlay	2,699	-	2,900	1,255
Totals	174,670	188,748	223,265	210,845
Fire:				
Personnel Services	708,518	751,408	807,495	823,795
Supplies	66,214	69,253	81,500	81,500
Maintenance	80,951	70,473	82,300	84,920
Services	99,186	94,079	128,075	123,900
Sundry Charges	12,929	16,384	24,690	23,765
Capital Outlay	86,073	281,473	72,150	79,500
Totals	1,053,871	1,283,070	1,196,210	1,217,380
TOTAL PUBLIC SAFETY	2,959,952	3,320,948	3,722,345	4,310,205

**GENERAL FUND FUNCTION EXPENSE
Fiscal Year 2015**

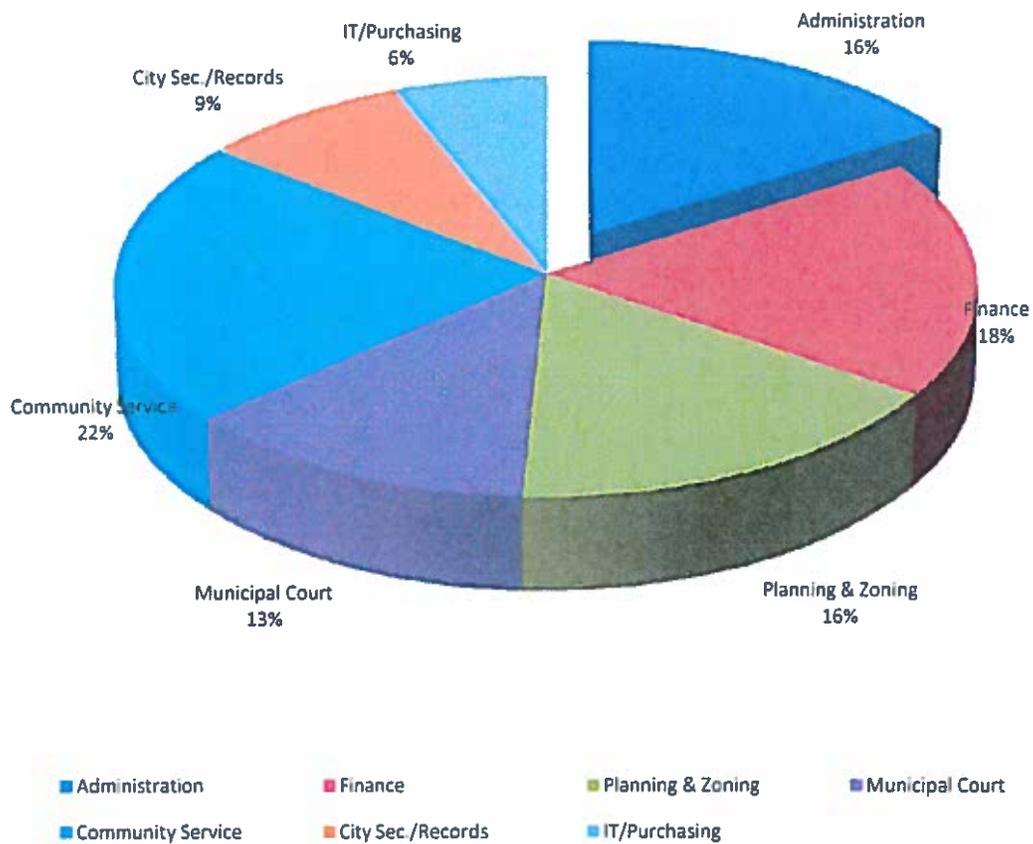


■ General Government ■ Public Safety ■ Public Works

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.

	2011-2012 Actual	2012-2013 Actual	2013-2014 Budget	2014-2015 Proposed Budget
PUBLIC WORKS;				
Street Maintenance:				
Personnel Services	253,567	227,170	255,345	306,360
Supplies	51,022	52,760	69,370	60,600
Maintenance	291,292	281,918	442,355	272,640
Services	292,263	494,312	319,420	309,640
Sundry Charges	4,057	6,982	14,955	14,355
Capital Outlay	38,335	143,172	241,500	217,400
Totals	<u>930,536</u>	<u>1,206,314</u>	<u>1,342,945</u>	<u>1,180,995</u>
TOTAL PUBLIC WORKS	<u>930,536</u>	<u>1,206,314</u>	<u>1,342,945</u>	<u>1,180,995</u>
TOTAL EXPENSES	<u>\$ 5,879,740</u>	<u>6,347,130</u>	<u>\$ 7,018,575</u>	<u>\$ 7,529,680</u>

GENERAL GOVERNMENT FUNCTION EXPENSE Fiscal Year 2015



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		
General					1		
	Expend. Class		Actual	Budgeted	Proposed		
			2012-13	2013-14	2014-15		
	Personnel Services		\$ 216,092	\$ 227,510	\$ 232,935		
	Supplies		2,754	4,500	4,500		
	Maintenance		4,397	5,510	6,570		
	Services		52,629	48,205	48,635		
	Sundry Charges		6,693	6,405	6,405		
	Capital Outlay		1,626	900	30,000		
	TOTAL ALL ACCOUNTS		\$ 284,191	\$ 293,030	\$ 329,045		

PERSONNEL ALLOCATION

Classification	Salary Range	Pay Level	Employees	
			Present	Proposed
City Manager	Unclassified	N/A	1.00	1.00
Secretary/Receptionist	3,219 to 3,522	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 City/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.

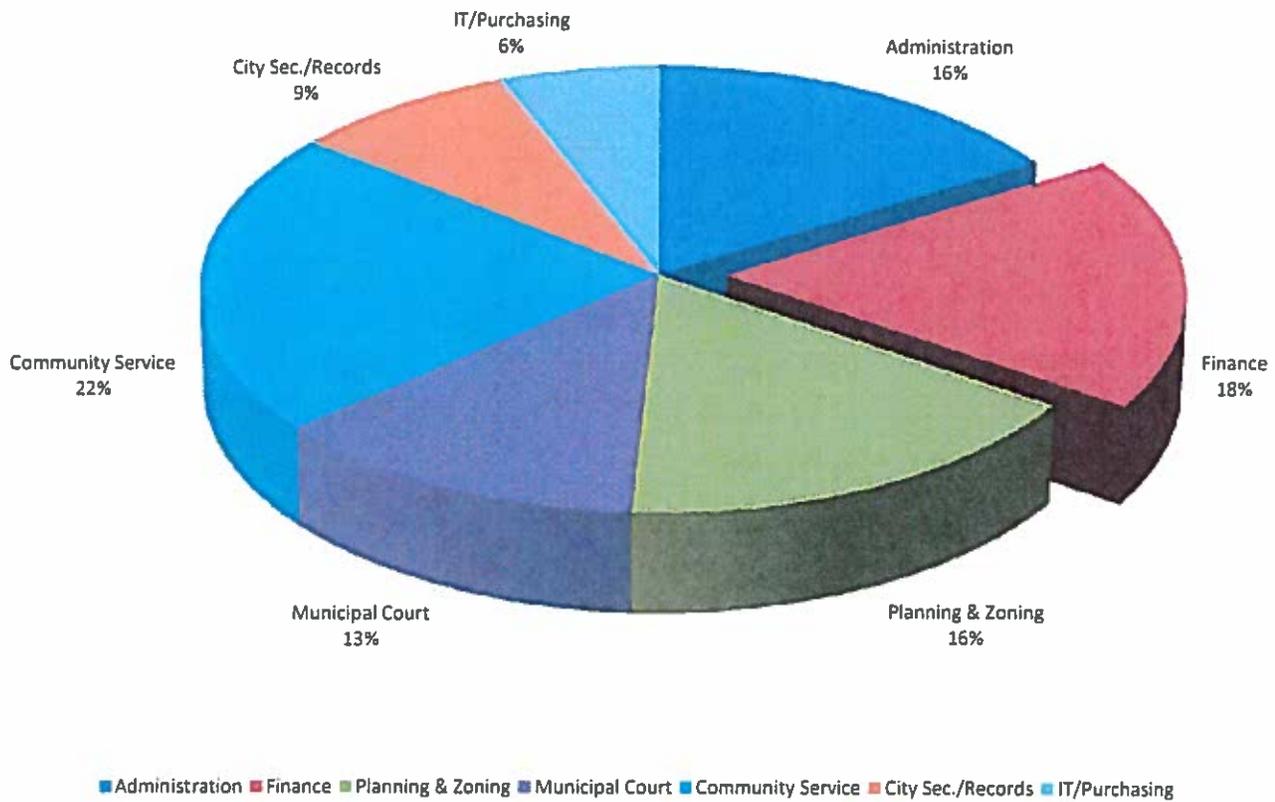
ADMINISTRATION - DEPARTMENT NO. 1

EXPENDITURES - FUND 01

	ACTUAL 2012-2013	BUDGETED 2013-2014	PROPOSED 2014-2015
PERSONNEL SERVICES			
601-101 SUPERVISION	126,741	130,465	135,060
601-102 CLERICAL	32,037	37,680	38,630
601-105 LONGEVITY	284	300	395
601-106 OVERTIME	22	180	180
601-107 PART-TIME	-	-	-
601-108 FICA EXPENSE	9,259	10,455	10,805
601-109 TMRS EXPENSE	31,233	30,740	29,640
601-110 INSURANCE EXPENSE	14,350	15,245	15,700
601-111 MEDICARE EXPENSE	2,165	2,445	2,525
601-112 ACCRUED COMP. ABSENCES	-	-	-
Sub Total	216,091	227,510	232,935
SUPPLIES & MATERIALS			
601-201 OFFICE SUPPLIES	1,007	1,300	1,300
601-205 TIRES & TUBES	-	900	900
601-206 MOTOR VEHICLE SUPPLIES	1,404	1,800	1,800
601-208 JANITORIAL SUPPLIES	170	300	300
601-210 BOTANICAL & AGRICUL.	172	-	-
601-215 OTHER SUPPLIES	-	200	200
Sub Total	2,753	4,500	4,500
MAINTENANCE OF BUILDINGS			
601-301 BUILDINGS & GROUNDS	681	2,500	2,500
Sub Total	681	2,500	2,500
MAINTENANCE OF EQUIPMENT			
601-401 OFFICE EQUIPMENT	1,356	1,170	1,170
601-403 MAINTENANCE OF EQUIPMENT	-	-	-
601-404 AUTOMOTIVE EQUIPMENT	98	250	250
601-407 SOFTWARE MAINTENANCE	2,262	1,590	2,650
Sub Total	3,716	3,010	4,070
MISCELLANEOUS SERVICES			
601-501-01 TELEPHONE	8,711	7,200	9,400
601-501-02 CELLULAR	2,579	2,200	2,200
601-501-03 INTERNET	1,668	2,000	1,425
601-502 RENTAL OF EQUIPMENT	1,043	1,195	1,005
601-503 INSURANCE	661	555	7,500

	ACTUAL 2012-2013	BUDGETED 2013-2014	PROPOSED 2014-2015
601-504 SPECIAL SERVICES	1,840	450	450
601-505 ADVERTISING	8,504	10,000	7,500
601-506 BUSINESS & TRANSPORTATION	7,248	12,250	7,000
601-508 FEE BASIS SERVICE	13,357	4,000	4,000
601-510 CONTRACTUAL SERVICES	547	655	655
601-511-01 ELECTRICITY	6,119	7,000	7,000
601-511-02 GAS	351	500	500
601-512 DATA PROCESSING	-	200	-
Sub Total	52,628	48,205	48,635
SUNDRY CHARGES			
601-602 MEMBERSHIP & SUBSCR.	5,889	5,800	5,800
601-604 WORKER'S COMP.	551	255	255
601-605 UNEMPLOYMENT	-	-	-
601-606 FREIGHT EXPENSE	195	100	100
601-607 PRINTING EXPENSE	58	250	250
Sub Total	6,693	6,405	6,405
CAPITAL OUTLAY			
601-901 OFFICE EQUIPMENT	1,626	900	-
601-902 AUTOMOTIVE EQUIPMENT	-	-	30,000
Sub Total	1,626	900	30,000
TOTAL BUDGET	\$ 284,188	\$ 293,030	\$ 329,045

**GENERAL GOVERNMENT FUNCTION EXPENSE
Fiscal Year 2015**



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 2012-13	Budgeted 2013-14
Personnel Services		\$ 312,281	\$ 305,485
Supplies		4,834	4,150
Maintenance		18,373	15,755
Services		33,336	38,710
Sundry Charges		4,191	3,375
Capital Outlay		449	-
TOTAL ALL ACCOUNTS		\$ 373,464	\$ 367,475

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.	4,388 to 4,800	22	1.00	1.00
Payables/Receivables	3,959 to 4,330	19	1.00	1.00
Laborer	2,617 to 2,862	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, sound investment policies and the safekeeping of city records. 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.

Indicators

	<u>2010-2011</u>	<u>2011-2012</u>	<u>2012-2013</u>
Number of payable checks issued	3,414	3,011	3,025
Number of positions filled	9	15	18
Applications reviewed	164	117	195

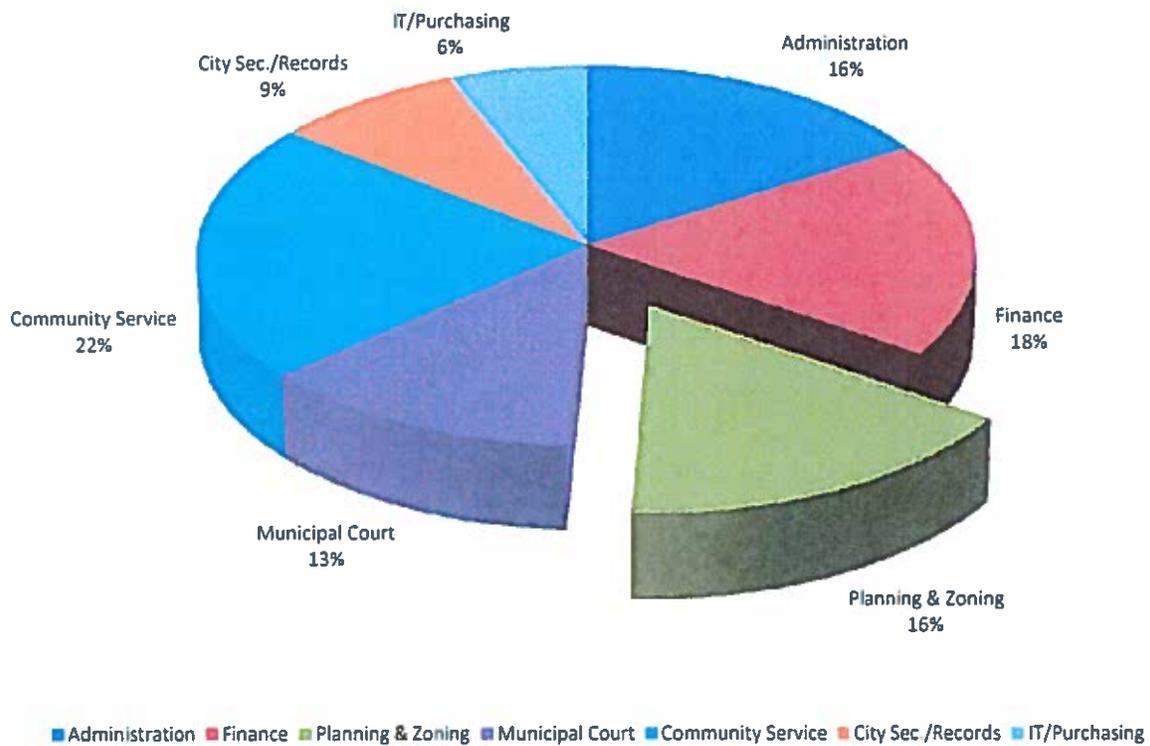
FINANCE - DEPARTMENT NO. 2

EXPENDITURES - FUND 01

	ACTUAL 2012-2013	BUDGETED 2013-2014	PROPOSED 2014-2015
PERSONNEL SERVICES			
602-101 SUPERVISION	95,477	83,830	85,090
602-102 CLERICAL	94,829	98,675	100,165
602-103 OPERATIONS	-	-	-
602-104 MAINTENANCE	29,307	31,870	32,355
602-105 LONGEVITY	3,299	3,185	3,280
602-106 OVERTIME	644	900	900
602-107 PART-TIME	-	-	-
602-108 FICA EXPENSE	12,749	13,545	13,750
602-109 TMRS EXPENSE	42,353	39,825	37,725
602-110 INSURANCE EXPENSE	30,642	30,490	31,400
602-111 MEDICARE EXPENSE	2,982	3,165	3,215
602-112 ACCRUED COMP. ABSENCES	-	-	-
Sub Total	312,282	305,485	307,880
SUPPLIES & MATERIALS			
602-201 OFFICE SUPPLIES	3,275	2,400	3,000
602-202 FORMS	316	400	475
602-204 UNIFORMS	1,016	275	275
602-207 MINOR TOOLS & APPARATUS	-	850	-
602-208 JANITORIAL SUPPLIES	204	225	225
602-215 OTHER SUPPLIES	22	-	35
Sub Total	4,833	4,150	4,010
MAINTENANCE OF BUILDINGS			
602-301 BUILDINGS & GROUNDS	497	170	150
Sub Total	497	170	150
MAINTENANCE OF EQUIPMENT			
602-401 OFFICE EQUIPMENT	2,088	135	135
602-407 SOFTWARE MAINTENANCE	15,788	15,450	16,000
Sub Total	17,876	15,585	16,135
MISCELLANEOUS SERVICES			
602-501-01 TELEPHONE	1,141	900	925
602-501-02 CELLULAR	-	-	-
602-501-03 INTERNET	1,338	1,125	1,425
602-502 RENTAL OF EQUIPMENT	863	1,015	815
602-503 INSURANCE	70	70	70
602-504 SPECIAL SERVICES	940	950	950

	ACTUAL 2012-2013	BUDGETED 2013-2014	PROPOSED 2014-2015
602-505 ADVERTISING	188	1,700	400
602-506 BUSINESS & TRANSPORTATION	3,828	4,850	5,200
602-508 FEE BASIS SERVICE	24,875	28,000	29,000
602-510 CONTRACTUAL SERVICES	94	100	100
602-512 DATA PROCESSING	-	-	-
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Sub Total	33,337	38,710	38,885
SUNDRY CHARGES			
602-601 TRAINING & EDUCATION	138		
602-602 MEMBERSHIP & SUBSCR.	982	1,900	1,790
602-604 WORKER'S COMP.	2,070	525	575
602-605 UNEMPLOYMENT	-	-	-
602-606 FREIGHT EXPENSE	182	50	50
602-607 PRINTING EXPENSE	821	900	800
602-608 BAD DEBT EXPENSE	-	-	-
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Sub Total	4,193	3,375	3,215
CAPITAL OUTLAY			
602-701 BUILDING	-	-	-
602-901 OFFICE EQUIPMENT	449	-	2,600
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Sub Total	449	-	2,600
TOTAL BUDGET	\$ 373,467	\$ 367,475	\$ 372,875

GENERAL GOVERNMENT FUNCTION EXPENSE Fiscal Year 2015



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	Department Number		
		3		
General		Planning and Zoning		
			Actual	Budgeted
	Expend. Class		2012-13	2013-14
			Proposed	2014-15
	Personnel Services	\$ 164,169	\$ 252,875	\$ 254,585
	Supplies	5,468	5,600	6,380
	Maintenance	9,765	18,055	12,035
	Services	92,940	10,435	34,305
	Sundry Charges	623	1,395	1,115
	Capital Outlay	-	47,040	25,900
	TOTAL ALL ACCOUNTS	\$ 242,965	\$ 335,400	\$ 334,320

PERSONNEL ALLOCATION

Classification	Salary Range	Pay Level	Employees	
			Present	Proposed
Zoning Administrator	5,216 to 5,704	27	1.00	1.00
Inspector	5,035 to 5,506	26	1.00	1.00
Inspector	4,543 to 4,968	23	1.00	1.00
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>2010-11</u>	<u>2011-12</u>	<u>2012-13</u>
Commercial	93	110	280
Residential	180	220	344
Electrical	178	154	223
Plumbing	540	594	565
Zoning Inspection	8	9	16
Health & Sanitation	28	35	31
Public nuisance	77	30	75

Permits Issued

	<u>2010-11</u>	<u>2011-12</u>	<u>2012-13</u>
Building Permits	120	141	149
Electrical Permits	138	133	187
Plumbing Permits	218	530	479
Moving Permits	3	1	0
Demolition Permits	18	14	36
Sign Permits	4	2	8

Board Meetings

	<u>2010-11</u>	<u>2011-12</u>	<u>2012-13</u>
Planning & Zoning	3	5	16
Board of Adjustment	1	1	4
Builders Board of Appeal	0	0	0

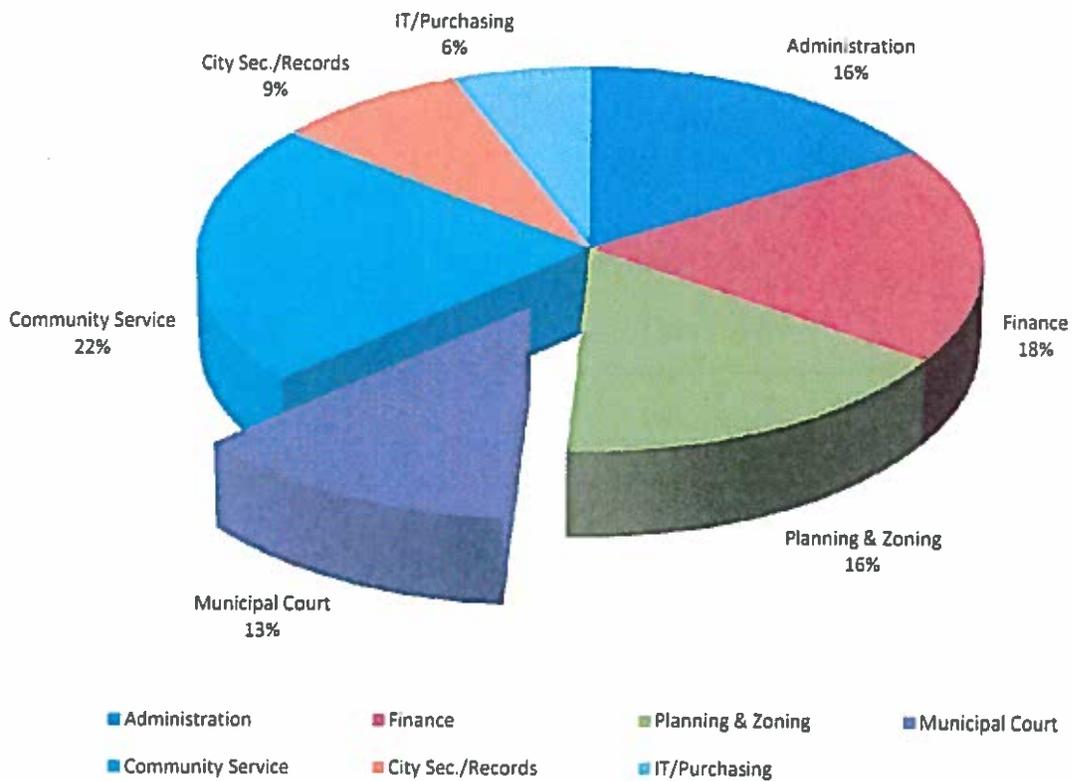
PLANNING & ZONING - DEPARTMENT NO. 3

EXPENDITURES - FUND 01

	ACTUAL 2012-2013	BUDGETED 2013-2014	PROPOSED 2014-2015
PERSONNEL SERVICES			
603-101 SUPERVISION	60,893	63,540	64,475
603-103 OPERATIONS	50,813	114,010	115,415
603-105 LONGEVITY	1,676	1,670	1,940
603-106 OVERTIME	4,011	3,500	3,500
603-108 FICA EXPENSE	7,324	11,330	11,490
603-109 TMRS EXPENSE	23,353	33,310	31,525
603-110 INSURANCE EXPENSE	14,387	22,865	23,550
603-111 MEDICARE EXPENSE	1,713	2,650	2,690
603-112 ACCRUED COMP. ABSENCES	-	-	-
Sub Total	164,170	252,875	254,585
SUPPLIES & MATERIALS			
603-201 OFFICE SUPPLIES	1,993	1,300	1,600
603-202 FORMS	10	-	-
603-204 UNIFORM & CLOTHING	-	800	-
603-205 TIRES & TUBES	-	100	100
603-206 MOTOR VEHICLE SUPPLIES	3,179	3,000	4,000
603-207 MINOR TOOLS & APPARATUS	32	150	300
603-208 JANITORIAL SUPPLIES	171	150	180
603-215 OTHER SUPPLIES	82	100	200
Sub Total	5,467	5,600	6,380
MAINTENANCE OF BUILDINGS			
603-301 BUILDINGS & GROUNDS	497	200	200
Sub Total	497	200	200
MAINTENANCE OF EQUIPMENT			
603-401 OFFICE EQUIPMENT	20	-	-
603-404 AUTOMOTIVE EQUIPMENT	269	500	650
603-406 MINOR TOOLS & EQUIPMENT	-	100	100
603-407 SOFTWARE MAINTENANCE	8,979	17,255	11,085
Sub Total	9,268	17,855	11,835
MISCELLANEOUS SERVICES			
603-501-01 TELEPHONE	1,779	1,600	1,600
603-501-02 CELLULAR	1,229	1,350	1,900
603-501-03 INTERNET	1,338	1,125	1,425

	ACTUAL 2012-2013	BUDGETED 2013-2014	PROPOSED 2014-2015
603-502 RENTAL OF EQUIPMENT	863	1,015	1,060
603-503 INSURANCE	677	675	1,250
603-504 SPECIAL SERVICES	1,771	800	2,300
603-505 ADVERTISING	5,808	600	5,000
603-506 BUSINESS & TRANSPORTATION	4,381	3,000	4,500
603-508 FEE BASIS SERVICES	40,199	-	15,000
603-510 CONTRACTUAL SERVICES	4,896	100	100
603-512 DATA PROCESSING	-	170	170
Sub Total	62,941	10,435	34,305
SUNDRY CHARGES			
603-602 MEMBERSHIP & SUBSCR.	145	300	200
603-604 WORKER'S COMP.	464	895	895
603-605 UNEMPLOYMENT	-	-	-
603-606 FREIGHT EXPENSE	14	-	20
603-607 PRINTING EXPENSE	-	200	-
603-608 BAD DEBT EXPENSE	-	-	-
Sub Total	623	1,395	1,115
CAPITAL OUTLAY			
603-901 OFFICE EQUIPMENT	-	900	900
603-902 AUTOMOTIVE EQUIPMENT	-	19,000	25,000
603-903 MACHINERY	-	27,140	-
Sub Total	-	47,040	25,900
TOTAL BUDGET	\$ 242,966	\$ 335,400	\$ 334,320

GENERAL GOVERNMENT FUNCTION EXPENSE Fiscal Year 2015



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
General				4
	Expend. Class	Actual	Budgeted	Proposed
		2012-13	2013-14	2014-15
	Personnel Services	\$ 195,458	\$ 209,300	\$ 211,075
	Supplies	4,211	4,300	4,880
	Maintenance	14,384	9,270	9,875
	Services	22,352	27,870	28,575
	Sundry Charges	2,671	3,010	4,230
	Capital Outlay	18,829	1,550	-
	TOTAL ALL ACCOUNTS	\$ 257,905	\$ 255,300	\$ 258,635

PERSONNEL ALLOCATION

Classification	Salary Range	Pay Level	Employees	
			Present	Proposed
Court Administrator	5,035 to 5,506	26	1.00	1.00
Senior Clerk	3,959 to 4,330	19	1.00	1.00
Clerk II	3,331 to 3,643	14	1.00	1.00
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>2010-11</u>	<u>2011-12</u>	<u>2012-13</u>
1. Total dispositions prior to court appearance or trial.	1,846	1,395	1,659
2. Total dispositions at court appearance or trial.	82	471	163
3. Number of cases dismissed through Defensive Driving.	137	151	146
4. Number of warrants issued.	651	461	712
5. Number of cases dismissed for presenting proof of insurance.	77	86	93
6. Number of cases dismissed through compliance by remedied defect or nuisance.		418	280

Activity Summary (Cases Filed)

	<u>2010-11</u>	<u>2011-12</u>	<u>2012-13</u>
1. State Law (PI, D/C, etc.)	603	462	396
2. City Ordinances	129	141	106
3. Parking Citations	43	89	96
4. Traffic Citations	1,685	2,598	2,114
Total Cases	2,460	3,290	2,712
Total Fees/Fines Revenue	\$276,267	\$314,015	\$286,670

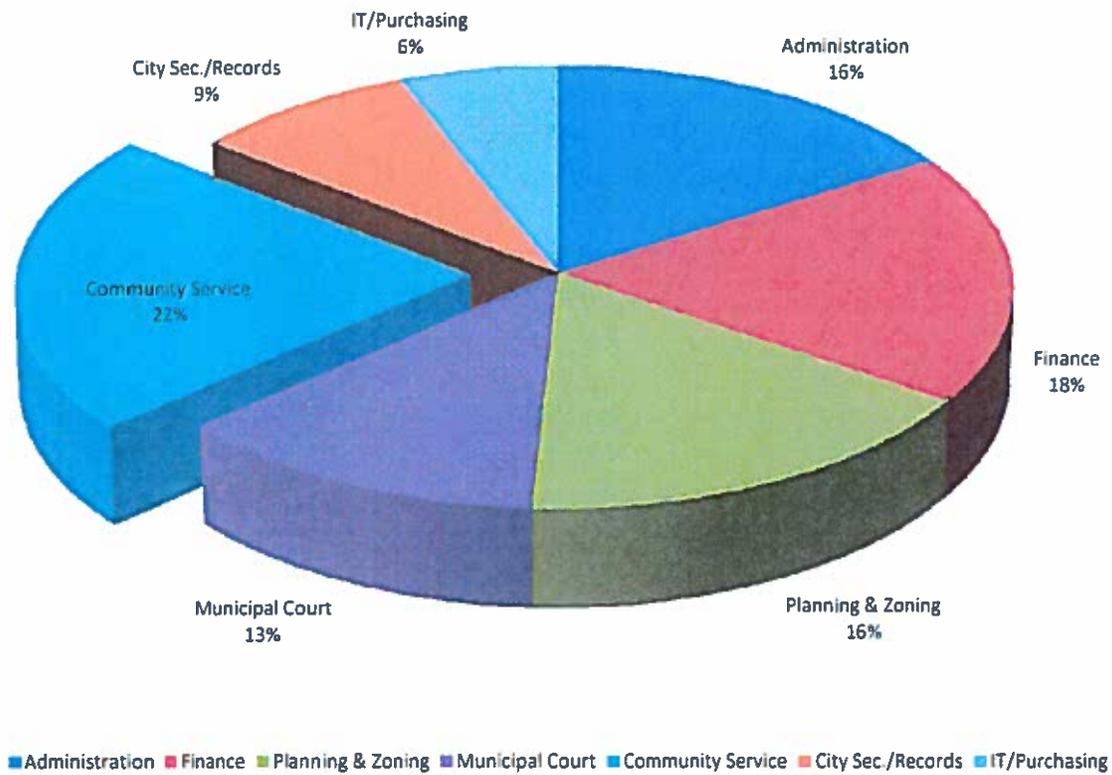
MUNICIPAL COURT - DEPARTMENT NO. 4

EXPENDITURES - FUND 01

	ACTUAL 2012-2013	BUDGETED 2013-2014	PROPOSED 2014-2015
PERSONNEL SERVICES			
604-101 SUPERVISION	56,977	59,530	60,420
604-102 CLERICAL	77,032	86,185	87,480
604-103 OPERATIONS	1,260	-	-
604-105 LONGEVITY	1,157	1,390	1,530
604-106 OVERTIME	-	1,000	1,000
604-107 PART-TIME	-	-	-
604-108 FICA EXPENSE	8,176	9,180	9,325
604-109 TMRS EXPENSE	26,404	27,000	25,590
604-110 INSURANCE EXPENSE	22,540	22,865	23,550
604-111 MEDICARE EXPENSE	1,912	2,150	2,180
604-112 ACCRUED COMP. ABSENCES	-	-	-
Sub Total	195,458	209,300	211,075
SUPPLIES & MATERIALS			
604-201 OFFICE SUPPLIES	3,818	3,600	4,000
604-202 FORMS	10	250	250
604-208 JANITORIAL SUPPLIES	171	250	250
604-215 OTHER SUPPLIES	212	200	380
Sub Total	4,211	4,300	4,880
MAINTENANCE OF BUILDINGS			
604-301 BUILDINGS & GROUNDS	497	200	200
Sub Total	497	200	200
MAINTENANCE OF EQUIPMENT			
604-401 OFFICE EQUIPMENT	-	-	-
604-407 SOFTWARE MAINTENANCE	13,887	9,070	9,675
Sub Total	13,887	9,070	9,675
MISCELLANEOUS SERVICES			
604-501-01 TELEPHONE	1,579	1,100	1,140
604-501-02 CELLULAR	-	-	-
604-501-03 INTERNET	1,338	1,125	1,425
604-502 RENTAL OF EQUIPMENT	863	1,015	1,060
604-503 INSURANCE	-	140	-

	ACTUAL 2012-2013	BUDGETED 2013-2014	PROPOSED 2014-2015
604-504 SPECIAL SERVICES	1,780	1,700	1,700
604-505 ADVERTISING	1,061	1,100	1,100
604-506 BUSINESS & TRANSPORTATION	1,606	3,000	3,000
604-508 FEE BASIS SERVICES	13,875	18,000	18,000
604-510 CONTRACTUAL SERVICES	250	100	100
604-512 DATA PROCESSING	-	160	-
604-516 JURY PAYMENTS	-	430	1,050
Sub Total	22,352	27,870	28,575
SUNDRY CHARGES			
604-601 TRAINING & EDUCATION	1,438	2,000	3,000
604-602 MEMBERSHIP & SUBSCR.	126	120	220
604-604 WORKER'S COMP.	763	390	390
604-605 UNEMPLOYMENT	-	-	-
604-606 FREIGHT EXPENSE	38	150	150
604-607 PRINTING EXPENSE	307	350	470
604-608 BAD DEBT/CHARGE OFFS	-	-	-
Sub Total	2,672	3,010	4,230
CAPITAL OUTLAY			
604-701 BUILDINGS	-	-	-
604-901 OFFICE EQUIPMENT	18,829	1,550	-
Sub Total	18,829	1,550	-
TOTAL BUDGET	\$ 257,906	\$ 255,300	\$ 258,635

GENERAL GOVERNMENT FUNCTION EXPENSE Fiscal Year 2015



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	Community Services	Department Number 5		
General					
	Expend. Class		Actual 2012-13	Budgeted 2013-14	Proposed 2014-15
	Personnel Services		\$ -	\$ -	\$ -
	Supplies		3,187	7,450	5,035
	Maintenance		795	1,720	300
	Services		316,852	229,540	332,620
	Sundry Charges		1,292	6,305	6,305
	Capital Outlay		66,479	163,480	105,000
	TOTAL ALL ACCOUNTS		<u>\$ 388,605</u>	<u>\$ 408,495</u>	<u>\$ 449,260</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.

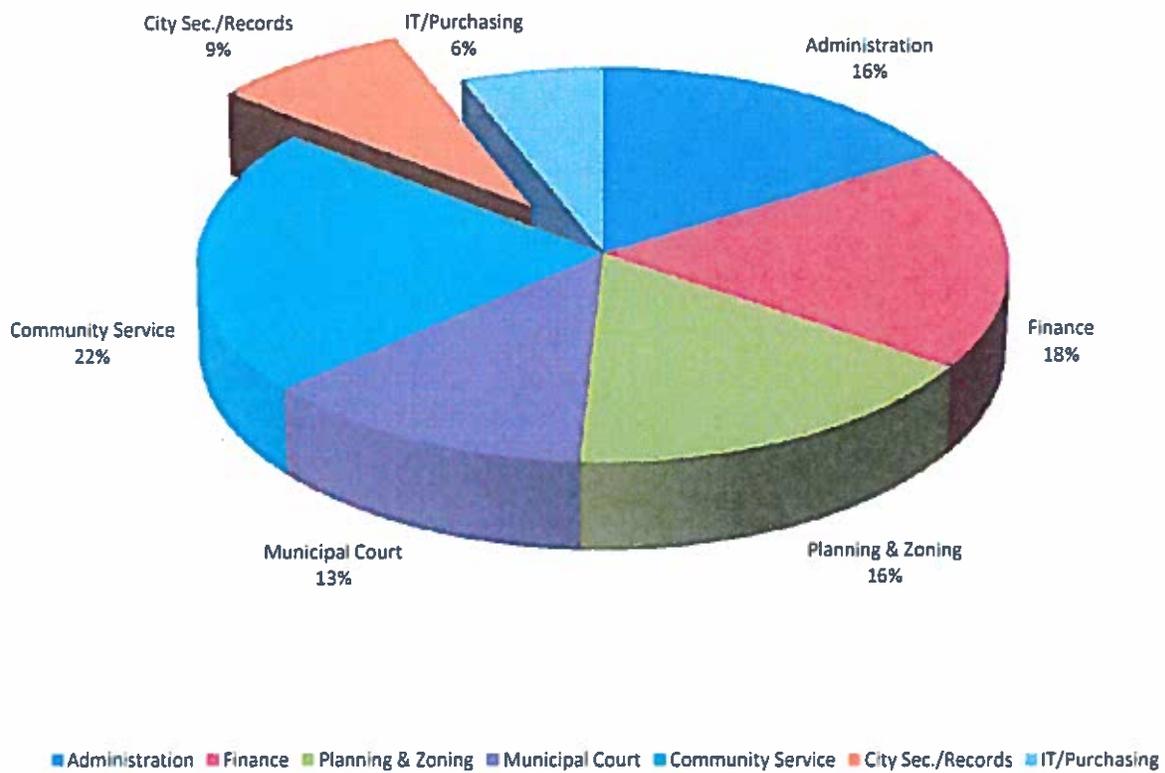
COMMUNITY SERVICE - DEPARTMENT NO. 5

EXPENDITURES - FUND 01

	ACTUAL 2012-2013	BUDGETED 2013-2014	PROPOSED 2014-2015
SUPPLIES & MATERIALS			
605-201 OFFICE SUPPLIES	199	150	235
605-202 FORMS-PROCEDURAL	10	-	-
605-205 TIRES AND TUBES	-	600	600
605-206 MOTOR VEHICLES SUPPLIES	223	400	400
605-207 MINOR TOOLS & APPR.	-	-	-
605-208 JANITORIAL SUPPLIES	-	200	200
605-210 BOTANICAL & AGRICUL.	-	-	-
605-211 ELECTION SUPPLIES	2,754	6,000	3,500
605-215 OTHER SUPPLIES	-	100	100
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Sub Total	3,186	7,450	5,035
MAINTENANCE OF BUILDINGS			
605-301 BUILDINGS & GROUNDS	93	1,300	-
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Sub Total	93	1,300	-
MAINTENANCE OF EQUIPMENT			
605-401 OFFICE EQUIPMENT	-	100	-
605-404 AUTOMOTIVE EQUIPMENT	202	300	300
605-406 MINOR TOOLS & APPR.	-	-	-
605-407 SOFTWARE MAINTENANCE	500	20	-
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Sub Total	702	420	300
MISCELLANEOUS SERVICES			
605-501-02 CELLULAR	1,072	790	975
605-501-03 INTERNET	1,400	825	1,425
605-502 RENTAL OF EQUIPMENT	359	230	235
605-503 INSURANCE	14,887	15,450	14,500
605-504 SPECIAL SERVICES	24,115	18,000	14,200
605-505 ADVERTISING	1,628	1,000	1,000
605-506 BUSINESS & TRANSPORTATION	2,100	3,500	2,900
605-507 DIESEL FUEL TAX	-	-	-
605-508 FEE BASIS SERVICES	126,876	60,000	125,400
605-510 CONTRACTUAL SERVICES	134,976	120,445	162,685
605-512 DATA PROCESSING	-	-	-
605-514 TAX COLLECTION	9,440	9,300	9,300
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Sub Total	316,853	229,540	332,620

	ACTUAL 2012-2013	BUDGETED 2013-2014	PROPOSED 2014-2015
SUNDRY CHARGES			
605-601 TRAINING & EDUCATION	460	-	-
605-602 MEMBERSHIP & SUBSCR.	375	5,000	5,000
605-604 WORKERS COMPENSATION	-	805	805
605-606 FREIGHT EXPENSE	167	200	200
605-607 PRINTING EXPENSE	289	300	300
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Sub Total	1,291	6,305	6,305
CAPITAL OUTLAY			
605-701 BUILDINGS	2,074	163,480	105,000
605-751 LAND	64,405	-	-
605-806 OTHER IMPROVEMENTS	-	-	-
605-901 OFFICE EQUIPMENT	-	-	-
605-902 AUTOMOTIVE EQUIPMENT	-	-	-
605-903 MACHINERY & OTHER EQUIP.	-	-	-
	<hr/>	<hr/>	<hr/>
Sub Total	66,479	163,480	105,000
TOTAL BUDGET	\$ 388,604	\$ 408,495	\$ 449,260

**GENERAL GOVERNMENT FUNCTION EXPENSE
Fiscal Year 2015**



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

BUDGET SUMMARY

Fund	Function	City Secretary/Records Management		Department Number
General				6
	Expend. Class	Actual	Budgeted	Proposed
		2012-13	2013-14	2014-15
	Personnel Services	\$ 143,480	\$ 151,350	\$ 152,720
	Supplies	2,280	3,450	3,050
	Maintenance	4,585	4,025	4,545
	Services	14,215	15,765	9,810
	Sundry Charges	810	615	660
	Capital Outlay	330	-	900
	Non Capital Equipment	-	-	750
	TOTAL ALL ACCOUNTS	\$ 165,700	\$ 175,205	\$ 172,435

PERSONNEL ALLOCATION

Classification	Salary Range	Pay Level	Employees	
			Present	Proposed
City Secretary	5,035 to 5,506	26	1.00	1.00
Sr. Clerk(Records)/Dep. City Secretary	3,959 to 4,330	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 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>2010-2011</u>	<u>2011-2012</u>	<u>2012-2013</u>
Public information requests	93	105	120
Number of records laserfiched	31,800	13,890	44,220
Number of records disposed	4,446	10,393	5,759
City Council agendas prepared	22	21	29
Municipal elections held	1	1	1

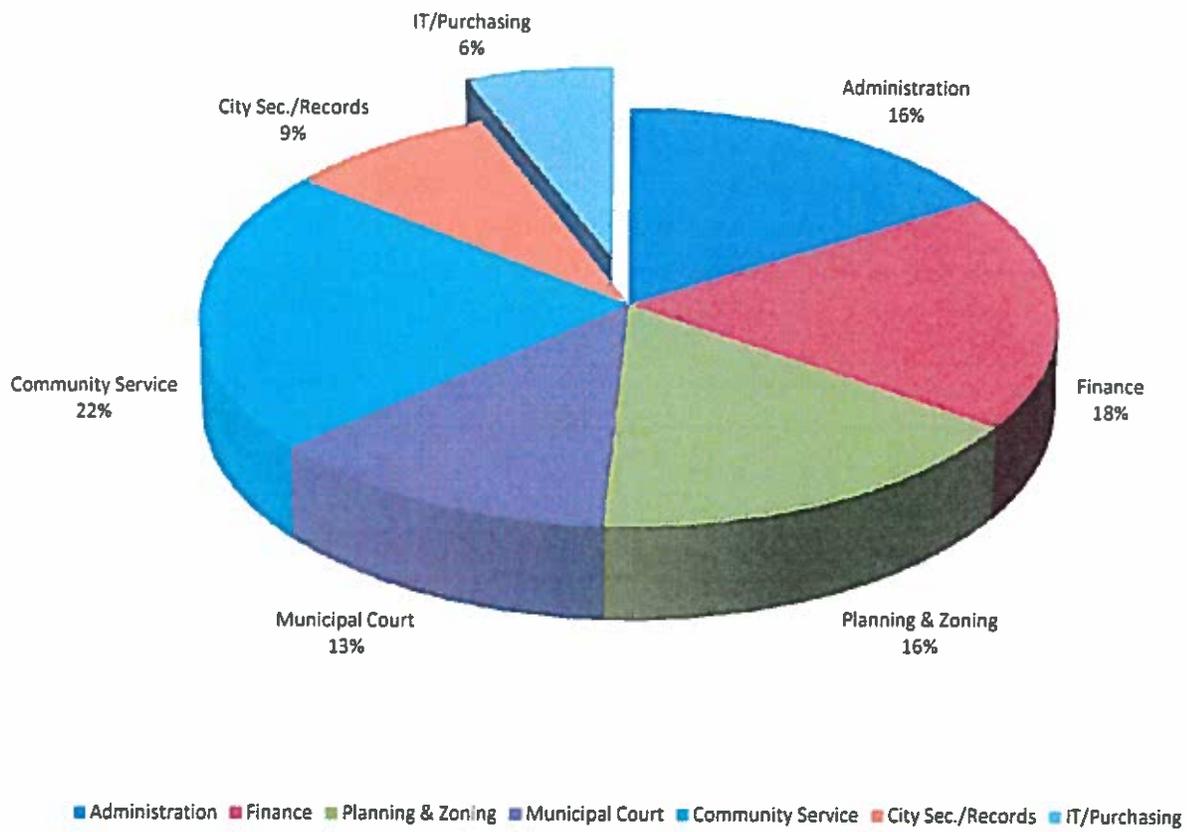
CITY SECRETARY/RECORDS - DEPARTMENT NO. 6

EXPENDITURES - FUND 01

	ACTUAL 2012-2013	BUDGETED 2013-2014	PROPOSED 2014-2015
PERSONNEL SERVICES			
606-101 SUPERVISION	53,861	59,530	60,420
606-102 CLERICAL	43,296	46,800	47,510
606-103 OPERATIONS	-	-	-
606-104 MAINTENANCE	-	-	-
606-105 LONGEVITY	705	890	985
606-106 OVERTIME	1,790	900	1,000
606-108 FICA EXPENSE	6,458	6,705	6,815
606-109 TMRS EXPENSE	20,803	19,710	18,695
606-110 INSURANCE EXPENSE	15,057	15,245	15,700
606-111 MEDICARE EXPENSE	1,510	1,570	1,595
606-112 ACCRUED COMP. ABSENCES	-	-	-
Sub Total	143,480	151,350	152,720
SUPPLIES & MATERIALS			
606-201 OFFICE SUPPLIES	2,030	2,600	2,700
606-202 FORMS	57	200	100
606-204 UNIFORM & CLOTHING	-	-	-
606-208 JANITORIAL SUPPLIES	171	500	175
606-215 OTHER SUPPLIES	22	150	75
Sub Total	2,280	3,450	3,050
MAINTENANCE OF BUILDINGS			
606-301 BUILDINGS & GROUNDS	497	175	175
Sub Total	497	175	175
MAINTENANCE OF EQUIPMENT			
606-401 OFFICE EQUIPMENT	45	150	135
606-407 SOFTWARE MAINTENANCE	4,042	3,700	4,235
Sub Total	4,087	3,850	4,370
MISCELLANEOUS SERVICES			
606-501-01 TELEPHONE	1,595	1,800	1,200
606-501-02 CELLULAR	-	-	-
606-501-03 INTERNET	1,337	1,125	1,425
606-502 RENTAL OF EQUIPMENT	863	1,015	1,060
606-503 INSURANCE	141	75	75
606-504 SPECIAL SERVICES	119	100	100

	ACTUAL 2012-2013	BUDGETED 2013-2014	PROPOSED 2014-2015
606-505 ADVERTISING	218	2,200	500
606-506 BUSINESS & TRANSPORTATION	3,438	3,700	3,700
606-508 FEE BASIS SERVICES	-	150	150
606-510 CONTRACTUAL SERVICES	94	100	100
606-512 DATA PROCESSING	6,411	5,500	1,500
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Sub Total	14,216	15,765	9,810
SUNDRY CHARGES			
606-602 MEMBERSHIP & SUBSCR.	110	210	210
606-604 WORKER'S COMP.	551	255	300
606-605 UNEMPLOYMENT	-	-	-
606-606 FREIGHT EXPENSE	60	50	50
606-607 PRINTING EXPENSE	90	100	100
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Sub Total	811	615	660
CAPITAL OUTLAY			
606-901 OFFICE EQUIPMENT	330	-	900
606-905 NON CAPITALIZED EQUIPMENT	-	-	750
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Sub Total	330	-	1,650
TOTAL BUDGET	\$ 165,701	\$ 175,205	\$ 172,435

**GENERAL GOVERNMENT FUNCTION EXPENSE
Fiscal Year 2015**



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	Purchasing/Data Processing		Department Number
General				7
	Expend. Class	Actual	Budgeted	Proposed
		2012-13	2013-14	2014-15
	Personnel Services	\$ 85,825	\$ 84,055	\$ 87,705
	Supplies	2,055	1,750	1,750
	Maintenance	9,301	9,920	16,300
	Services	8,169	10,290	7,690
	Sundry Charges	456	365	465
	Capital Outlay	1,231	12,000	8,000
	TOTAL ALL ACCOUNTS	\$ 107,037	\$ 118,380	\$ 121,910

PERSONNEL ALLOCATION

Classification	Salary Range	Pay Level	Employees	
			Present	Proposed
Dept. Head	5,035 to 5,506	26	1.00	1.00
Inventory Control	3,568 to 3,903	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>2010-2011</u>	<u>2011-2012</u>	<u>2012-2013</u>
Number of PO's issued	362	316	405

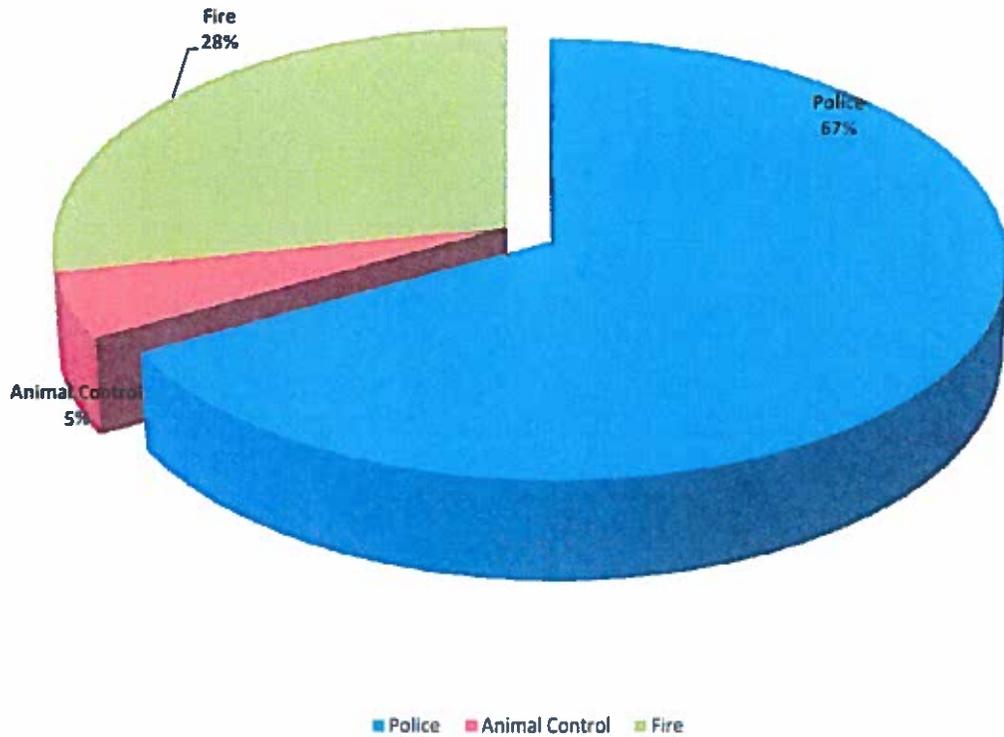
IT / PURCHASING - DEPARTMENT NO. 7

EXPENDITURES - FUND 01

	ACTUAL 2012-2013	BUDGETED 2013-2014	PROPOSED 2014-2015
PERSONNEL SERVICES			
607-101 SUPERVISION	55,911	59,530	60,420
607-102 CLERICAL	-	-	-
607-103 OPERATIONS	-	-	-
607-105 LONGEVITY	523	590	640
607-106 OVERTIME	4,598	600	3,000
607-108 FICA EXPENSE	3,856	3,765	3,970
607-109 TMRS EXPENSE	12,550	11,070	10,895
607-110 INSURANCE EXPENSE	7,484	7,620	7,850
607-111 MEDICARE EXPENSE	902	880	930
607-112 ACCRUED COMP. ABSENCES	-	-	-
Sub Total	85,824	84,055	87,705
SUPPLIES & MATERIALS			
607-201 OFFICE SUPPLIES	1,862	1,500	1,500
607-208 JANITORIAL SUPPLIES	171	250	250
607-215 OTHER SUPPLIES	22	-	-
Sub Total	2,055	1,750	1,750
MAINTENANCE OF BUILDINGS			
607-301 BUILDINGS & GROUNDS	497	50	50
Sub Total	497	50	50
MAINTENANCE OF EQUIPMENT			
607-401 OFFICE EQUIPMENT	-	1,430	1,430
607-407 SOFTWARE MAINTENANCE	8,804	8,440	14,820
Sub Total	8,804	9,870	16,250
MISCELLANEOUS SERVICES			
607-501-01 TELEPHONE	749	750	750
607-501-02 CELLULAR	0	1200	1,200
607-501-03 INTERNET	1,338	1,125	1,425
607-502 RENTAL OF EQUIPMENT	863	1,015	815
607-504 SPECIAL SERVICES	-	3,100	-

	ACTUAL 2012-2013	BUDGETED 2013-2014	PROPOSED 2014-2015
607-506 BUSINESS & TRANSPORTATION	3,925	3,000	3,400
607-510 CONTRACTUAL SERVICES	94	100	100
607-512 DATA PROCESSING	1,200	-	-
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Sub Total	8,169	10,290	7,690
607-602 MEMBERSHIPS & SUBSCRIPTIONS	100	50	50
607-604 WORKER'S COMP.	265	315	415
607-605 UNEMPLOYMENT	-	-	-
607-606 FREIGHT EXPENSE	91	-	-
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Sub Total	456	365	465
CAPITAL OUTLAY			
607-901 OFFICE EQUIPMENT	1,231	12,000	8,000
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Sub Total	1,231	12,000	8,000
TOTAL BUDGET	\$ 107,036	\$ 118,380	\$ 121,910

**PUBLIC SAFETY FUNCTION EXPENSE
Fiscal Year 2015**



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

BUDGET SUMMARY

Fund	Function			Department Number
General	Public Safety	Police		16
Expend. Class		Actual	Budgeted	Proposed
		2012-13	2013-14	2014-15
Personnel Services		\$ 1,487,908	\$ 1,810,015	\$ 2,058,800
Supplies		104,442	103,350	105,050
Maintenance		49,387	57,700	57,690
Services		47,455	61,750	70,840
Sundry Charges		30,151	126,345	130,990
Capital Outlay		129,787	143,710	457,110
Non Capitalized Equipment		-	-	1,500
TOTAL ALL ACCOUNTS		\$ 1,849,130	\$ 2,302,870	\$ 2,881,980

PERSONNEL ALLOCATION

Classification	Salary Range	Pay Level	Employees	
			Present	Proposed
Chief	Unclassified	N/A	1.00	1.00
Lieutenant	5,585 to 6,108	29	1.00	1.00
Sergeant	4,701 to 5,140	24	6.00	6.00
Corporal	4,242 to 4,639	21	4.00	4.00
Patrolman	3,959 to 4,330	19	9.00	12.00
Senior Clerk	3,959 to 4,330	19	1.00	1.00
Secretary/Receptionist	3,219 to 3,522	13	1.00	1.00
Clerk	2,903 to 3,175	10	0.00	1.00
Part-time	1 at 7.25 hour			
TOTAL			23.00	27.00

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; nine (9) Police Officers; one (1) Senior Clerk and one (1) Secretary/Receptionist.

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 (20) 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>2010-11</u>	<u>2011-12</u>	<u>2012-13</u>
1. Traffic citations	3,099	3,105	2,500
2. Traffic warnings	3,350	3,329	3,101
3. Traffic accidents	183	210	234
4. DWI	58	51	60
5. DWLS	78	24	34
6. Burglary	174	162	139
7. Theft	141	158	250
8. Criminal mischief	85	92	98
9. Robbery	7	6	1
10. Assault	53	58	40
11. Sexual assault	14	20	4
12. Homicide	0	0	2
13. Juvenile arrest	53	36	15
14. Adult arrest	761	499	463
15. Burglar alarms	539	659	518
16. Emergency messages	3	8	3
17. House watches	116	68	59
18. Open doors/windows	159	125	103
19. Motorist assists	100	49	124
20. In-service Training	54	45	26
A. Traffic	7	5	2
B. Investigations	16	16	6
C. Firearms	2	2	1
D. Specialized	29	23	17

21. Public Education Programs	37	33	51
A. Youth	24	20	43
B. Civic Clubs/Groups	3	4	7
C. Home Inspections	5	3	0
D. Business Inspections	6	6	0

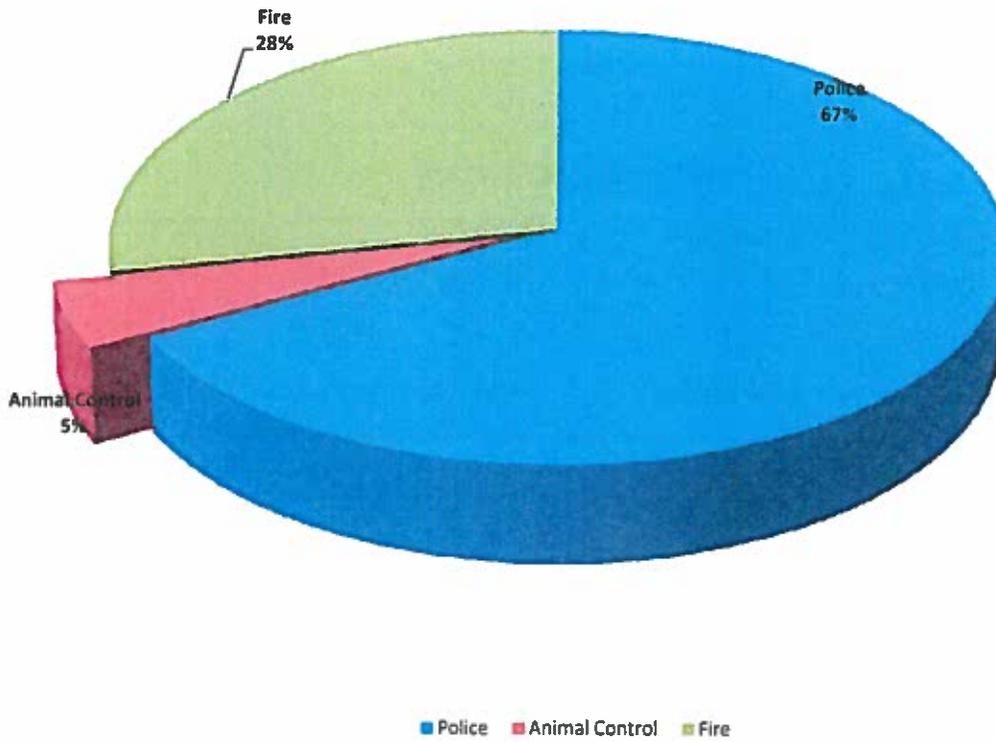
POLICE - DEPARTMENT NO. 16

EXPENDITURES - FUND 01

	ACTUAL 2012-2013	BUDGETED 2013-2014	PROPOSED 2014-2015
PERSONNEL SERVICES			
616-101 SUPERVISION	79,894	83,435	84,670
616-102 CLERICAL	81,896	86,270	122,400
616-103 OPERATIONS	796,426	1,039,955	1,180,775
616-105 LONGEVITY	8,064	9,000	8,400
616-106 OVERTIME	79,456	73,765	79,000
616-107 PART-TIME	2,613	7,250	7,250
616-108 FICA EXPENSE	63,067	80,580	91,915
616-109 TMRS EXPENSE	205,306	235,610	250,940
616-110 INSURANCE EXPENSE	156,436	175,305	211,950
616-111 MEDICARE EXPENSE	14,750	18,845	21,500
616-112 ACCRUED COMP. ABSENCES	-	-	-
Sub Total	1,487,908	1,810,015	2,058,800
SUPPLIES & MATERIALS			
616-201 OFFICE SUPPLIES	10,001	12,000	10,000
616-202 FORMS	1,895	2,000	2,000
616-204 UNIFORM & CLOTHING	15,059	7,500	8,700
616-205 TIRES & TUBES	2,975	4,000	5,000
616-206 MOTOR VEHICLE SUPPLIES	65,723	71,000	71,000
616-207 MINOR TOOLS & APPARATUS	245	300	300
616-208 JANITORIAL SUPPLIES	95	550	550
616-209 CHEMICAL & MECHANICAL SUPPLY	-	-	-
616-210 BOTANICAL & AGRICULTURAL	-	-	-
616-215 OTHER SUPPLIES	8,449	6,000	7,500
616-216 CANINE MAINTENANCE SUPPLIES	-	-	-
Sub Total	104,442	103,350	105,050
MAINTENANCE OF BUILDINGS			
616-301 BUILDINGS & GROUNDS	386	1,000	300
Sub Total	386	1,000	300
MAINTENANCE OF EQUIPMENT			
616-401 OFFICE EQUIPMENT	7,676	10,550	9,730
616-403 EQUIPMENT	2,062	3,000	3,000
616-404 AUTOMOTIVE EQUIPMENT	21,110	25,000	25,000
616-406 MINOR TOOLS & EQUIPMENT	414	50	50
616-407 SOFTWARE MAINTENANCE	12,727	10,600	12,110
616-411 RADIO INSTALLATION	5,012	7,500	7,500
Sub Total	49,001	56,700	57,390

	ACTUAL 2012-2013	BUDGETED 2013-2014	PROPOSED 2014-2015
MISCELLANEOUS SERVICES			
616-501-01 TELEPHONE	12,496	12,000	13,000
616-501-02 CELLULAR	10,103	12,000	14,720
616-501-03 INTERNET	3,239	3,000	12,600
616-502 RENTAL OF EQUIPMENT	2,480	3,050	3,120
616-503 INSURANCE	12,551	13,200	13,200
616-504 SPECIAL SERVICES	1,528	5,000	1,600
616-505 ADVERTISING	338	1,500	600
616-506 BUSINESS & TRANSPORTATION	99	1,500	1,500
616-508 FEE BASIS SERVICES	4,515	5,000	5,000
616-509 CUSTODY SUPPORT SERVICES	-	-	-
616-510 CONTRACTUAL SERVICES	106	500	500
616-511-01 ELECTRICITY	-	-	-
616-511-02 GAS	-	-	-
616-512 DATA PROCESSING	-	5,000	5,000
	<hr/>	<hr/>	<hr/>
Sub Total	47,455	61,750	70,840
SUNDRY CHARGES			
616-601 TRAINING & EDUCATION	10,790	15,000	16,000
616-602 MEMBERSHIP & SUBSCR.	824	1,170	1,170
616-604 WORKER'S COMP.	17,672	109,375	112,520
616-605 UNEMPLOYMENT	-	-	-
616-606 FREIGHT EXPENSE	865	500	1,000
616-607 PRINTING EXPENSE	-	300	300
616-608 BAD DEBT EXPENSE	-	-	-
	<hr/>	<hr/>	<hr/>
Sub Total	30,151	126,345	130,990
CAPITAL OUTLAY			
616-701 BUILDINGS	-	-	-
616-812 OTHER IMPROVEMENTS	-	-	-
616-901 OFFICE EQUIPMENT	13,257	8,010	20,110
616-902 AUTOMOTIVE EQUIPMENT	116,530	128,700	228,865
616-903 MACHINERY & EQUIPMENT	-	7,000	208,135
616-905 NON CAPITALIZED EQUIPMENT	-	-	1,500
	<hr/>	<hr/>	<hr/>
Sub Total	129,787	143,710	458,610
TOTAL BUDGET	\$ 1,849,130	\$ 2,302,870	\$ 2,881,980

**PUBLIC SAFETY FUNCTION EXPENSE
Fiscal Year 2015**



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	Function		Department Number
General	Public Safety	Animal Control	17
Expend. Class		Actual	Budgeted
		2011-12	2012-13
			Proposed
			2013-14
Personnel Services		\$ 148,709	\$ 156,155
Supplies		16,132	17,800
Maintenance		5,564	8,175
Services		15,289	33,360
Sundry Charges		3,051	4,875
Capital Outlay		-	2,900
TOTAL ALL ACCOUNTS		<u>\$ 188,745</u>	<u>\$ 223,265</u>
			<u>\$ 210,845</u>

PERSONNEL ALLOCATION

Classification	Salary Range	Pay Level	Employees	
			Present	Proposed
Animal Control Officer	3,000 to 3,281	11	2.00	2.00
Laborer	2,617 to 2,862	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>2010-11</u>	<u>2011-12</u>	<u>2012-13</u>
1. Animals picked up	1,225	1,375	1,268
2. Animals reclaimed	182	190	165
3. Animals destroyed	976	1,088	834
4. Animals died in pound	11	16	24
5. Dead animals picked up	302	317	334
6. Animal bite cases	17	36	43
7. Ordinance enforcements	74	52	77
8. Dog running at large citations	77	44	42
9. Failure to vaccinate for rabies citations			21
10. Pound fees collected	\$7,195	\$6,570	\$8,804
11. Dog tags sold	\$ 218	\$ 194	\$ 164
12. Micro chip fees	\$1,785	\$2,045	\$4,185

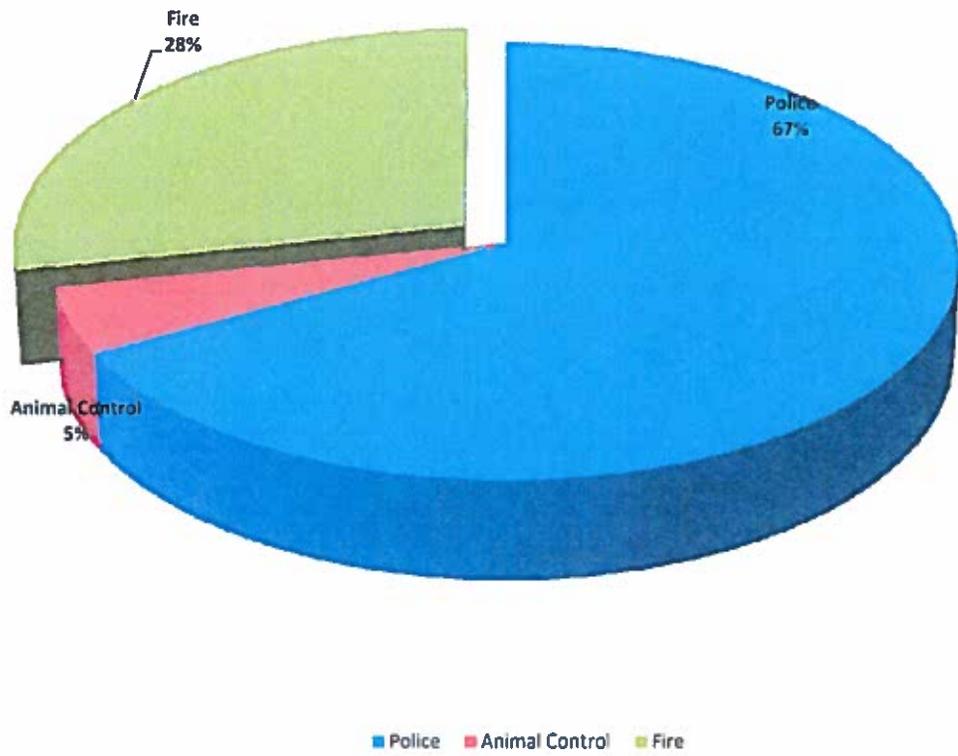
ANIMAL CONTROL - DEPARTMENT NO. 17

EXPENDITURES - FUND 01

	ACTUAL 2012-2013	BUDGETED 2013-2014	PROPOSED 2014-2015
PERSONNEL SERVICES			
617-103 OPERATIONS	65,100	71,425	72,480
617-104 MAINTENANCE	29,413	30,935	31,405
617-105 LONGEVITY	790	910	1,050
617-106 OVERTIME	4,460	2,615	4,500
617-107 PARTTIME	-	-	-
617-108 FICA EXPENSE	6,024	6,565	6,785
617-109 TMRS EXPENSE	19,627	19,305	18,615
617-110 INSURANCE EXPENSE	21,886	22,865	23,550
617-111 MEDICARE EXPENSE	1,409	1,535	1,585
617-112 ACCRUED COMP. ABSENCES	-	-	-
Sub Total	148,709	156,155	159,970
SUPPLIES & MATERIALS			
617-201 OFFICE SUPPLIES	1,627	2,500	2,500
617-202 FORMS	142	500	500
617-204 UNIFORM & CLOTHING	1,758	1,400	1,800
617-205 TIRES & TUBES	-	700	700
617-206 MOTOR VEHICLE SUPPLIES	6,710	7,000	7,400
617-207 MINOR TOOLS & APPARATUS	84	500	75
617-208 JANITORIAL SUPPLIES	1,886	2,000	2,000
617-209 CHEMICALS	690	1,000	700
617-215 OTHER SUPPLIES	-	200	200
617-216 CANINE MAINTENANCE SUPPLIES	3,237	2,000	3,000
Sub Total	16,134	17,800	18,875
MAINTENANCE OF BUILDINGS			
617-301 BUILDINGS & GROUNDS	1,172	5,000	5,000
Sub Total	1,172	5,000	5,000
MAINTENANCE OF EQUIPMENT			
617-401 OFFICE EQUIPMENT	-	-	-
617-403 EQUIPMENT	-	200	200
617-404 AUTOMOTIVE EQUIPMENT	2,731	2,000	1,500
617-407 SOFTWARE MAINTENANCE	1,092	475	1,045
617-411 RADIO INSTALLATION	569	500	300
Sub Total	4,392	3,175	3,045

	ACTUAL 2012-2013	BUDGETED 2013-2014	PROPOSED 2014-2015
MISCELLANEOUS SERVICES			
617-501-01 TELEPHONE	1,749	1,700	1,800
617-501-02 CELLULAR	885	1,000	1,000
617-501-03 INTERNET	884	840	3,000
617-502 RENTAL	685	745	750
617-503 INSURANCE	1,216	1,215	1,600
617-504 SPECIAL SERVICES	2,753	1,000	500
617-505 ADVERTISING EXPENSE	75	150	150
617-506 BUSINESS & TRANSPORTATION	326	250	500
617-508 FEE BASIS SERVICES	2,280	20,160	3,000
617-509 CUSTODY SUPPORT SERVICES	-	200	200
617-510 CONTRACTUAL SERVICES	-	-	-
617-511-01 ELECTRICITY	4,437	6,000	5,300
617-511-02 GAS	-	-	-
617-512 DATA PROCESSING	-	100	-
Sub Total	15,290	33,360	17,800
SUNDRY CHARGES			
617-601 TRAINING & EDUCATION	592	1,000	500
617-602 MEMBERSHIPS & SUBSCRIPTIONS	-	120	120
617-604 WORKER'S COMP.	2,383	3,455	3,980
617-605 UNEMPLOYMENT	-	-	-
617-606 FREIGHT EXPENSE	76	100	100
617-607 PRINTING EXPENSE	-	100	100
617-608 BAD DEBT EXPENSE/CHARGE OFFS	-	100	100
Sub Total	3,051	4,875	4,900
CAPITAL OUTLAY			
617-701 BUILDINGS	-	-	-
617-806 OTHER IMPROVEMENTS	-	-	-
617-901 OFFICE EQUIPMENT	-	900	-
617-902 AUTOMOTIVE EQUIPMENT	-	-	-
617-903 MACHINERY & OTHER EQUIP.	-	2,000	1,255
Sub Total	-	2,900	1,255
TOTAL BUDGET	\$ 188,748	\$ 223,265	\$ 210,845

**PUBLIC SAFETY FUNCTION EXPENSE
Fiscal Year 2015**



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

BUDGET SUMMARY

Fund	Function		Department Number
General	Public Safety	Fire	18
Expend. Class		Actual 2012-13	Budgeted 2013-14 Proposed 2014-15
Personnel Services		\$ 751,407	\$ 807,495 \$ 823,795
Supplies		69,253	81,500 81,500
Maintenance		70,473	82,300 84,920
Services		94,079	128,075 123,900
Sundry Charges		16,383	24,690 23,765
Capital Outlay		281,472	72,150 79,500
TOTAL ALL ACCOUNTS		\$ 1,283,067	\$ 1,196,210 \$ 1,217,380

PERSONNEL ALLOCATION

Classification	Salary Range	Pay Level	Employees	
			Present	Proposed
Chief	Unclassified	N/A	1.00	1.00
Deputy Fire Marshall/Arson Investigator	5,035 to 5,506	26	1.00	1.00
Deputy Fire Marshall/Deputy EMC	4,543 to 4,968	23	0.00	1.00
Captain	3,959 to 4,330	19	1.00	0.00
Lieutenant	3,959 to 4,330	19	.00	2.00
EMMgt./Asst. Firefighter	3,794 to 4,149	18	1.00	0.00
Fireman	3,696 to 4,042	17	6.00	5.00

TOTAL 10.00 10.00

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 37 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 4 Paramedics, 2 EMT-Intermediates, 14 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. 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 17 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>2010-11</u>	<u>2011-12</u>	<u>2012-13</u>
1. Volunteer man-hours	5,582	1,737	1,562
2. Home Inspections	92	26	31
Facility Inspections	12	37	82
3. Public Education Programs	42	27	27
4. ISO Rating	3	3	3

Activity Summary

Fire Dept. responses in city	186	172	241
Fire Dept. responses in county	337	194	189
Mutual aid	56	6	5
Weather spotting	2	1	0
(County)			

Total fire calls	579	372	435
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Fire Runs by Type FY 12-13

TYPE	COUNT
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Accident	125
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Appliance	3
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Brush (Primary)	4
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Controlled Burn	25
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Cotton	5
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Dwelling	14
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Electrical	24
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False Alarm	25
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Gas Leak	25
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Grass (Primary)	40
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Hay	0
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Hazardous Mat.	1
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Other	6
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Petroleum	3
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Public Service	22
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Rescue	20
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Smoke Scare	16
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Structure (non dwelling)	8
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Trash	18
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Tree	2
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Vehicle	19
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Weather Spotting	0
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Full Scale Drill	2
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Medical Assistance	28
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Fire Complex	0
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Fire Runs by Location FY 12-13

Scurry County	
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Pct-1	29
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Pct-2	51
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Pct-3	42
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Pct-4	67
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City of Snyder	241
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Mutual Aid	
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Borden Co.	1
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Fisher Co.	1
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Garza Co.	0
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Kent Co.	1
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Mitchell Co.	1
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Nolan Co.	1
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Howard Co.	0
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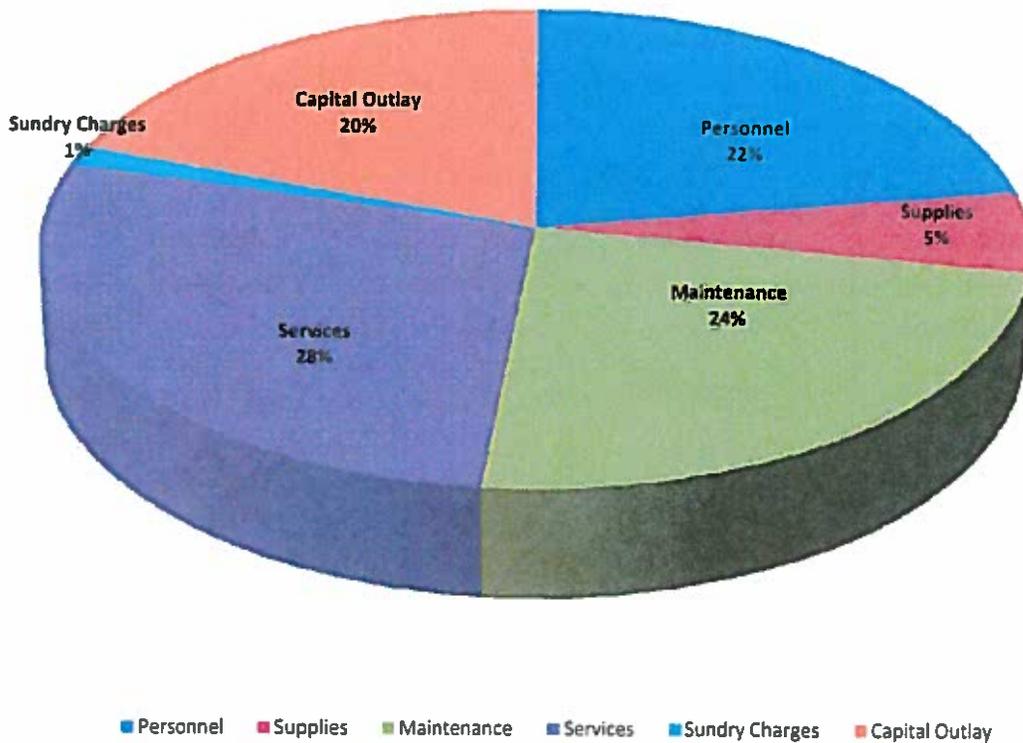
FIRE - DEPARTMENT NO. 18

EXPENDITURES - FUND 01

	ACTUAL 2012-2013	BUDGETED 2013-2014	PROPOSED 2014-2015
PERSONNEL SERVICES			
618-101 SUPERVISION	71,487	78,420	79,595
618-103 OPERATIONS	397,235	434,675	450,000
618-105 LONGEVITY	3,913	4,370	4,800
618-106 OVERTIME	61,276	63,465	63,465
618-108 FICA EXPENSE	31,978	36,020	37,070
618-109 TMRS EXPENSE	104,773	105,900	101,695
618-110 INSURANCE EXPENSE	73,267	76,220	78,500
618-111 MEDICARE EXPENSE	7,479	8,425	8,670
618-112 ACCRUED COMP. ABSENCES	-	-	-
Sub Total	751,408	807,495	823,795
SUPPLIES & MATERIALS			
618-201 OFFICE SUPPLIES	1,616	1,600	1,600
618-204 UNIFORM & CLOTHING	39,955	32,400	32,400
618-205 TIRES & TUBES	-	7,700	7,700
618-206 MOTOR VEHICLE SUPPLIES	17,500	25,000	25,000
618-207 MINOR TOOLS & APPARATUS	3,434	5,000	5,000
618-208 JANITORIAL SUPPLIES	1,241	1,600	1,600
618-209 CHEM. & MECH. SUPPLIES	3,424	6,000	6,000
618-215 OTHER SUPPLIES	2,083	2,200	2,200
Sub Total	69,253	81,500	81,500
MAINTENANCE OF BUILDINGS			
618-301 BUILDINGS & GROUNDS	11,192	17,200	17,200
Sub Total	11,192	17,200	17,200
MAINTENANCE OF EQUIPMENT			
618-401 OFFICE EQUIPMENT	58	300	300
618-402 MACHINERY	282	700	700
618-403 EQUIPMENT	32,085	33,500	33,500
618-404 AUTOMOTIVE EQUIPMENT	20,265	24,000	24,000
618-405 SHOP EQUIPMENT	-	-	-
618-406 MINOR TOOLS & EQUIPMENT	130	600	600
618-407 SOFTWARE MAINTENANCE	4,832	3,000	5,620
618-411 RADIO INSTALLATION	1,629	3,000	3,000
Sub Total	59,281	65,100	67,720

	ACTUAL 2012-2013	BUDGETED 2013-2014	PROPOSED 2014-2015
MISCELLANEOUS SERVICES			
618-501-01 TELEPHONE COMMUNICATION	7,351	7,400	7,400
618-501-02 CELLULAR	2,059	2,500	3,900
618-501-03 INTERNET	4,035	4,000	3,000
618-502 RENTAL OF EQUIPMENT	2,206	2,500	1,900
618-503 INSURANCE	2,973	2,975	4,000
618-504 SPECIAL SERVICES	47,321	77,200	77,200
618-505 ADVERTISING	281	1,500	1,500
618-506 BUSINESS & TRANSPORTATION	5,299	5,000	5,000
618-507 DIESEL FUEL TAX	449	-	-
618-508 FEE BASIS SERVICE	3,644	5,500	500
618-510 CONTRACTUAL SERVICE	5,747	6,400	5,000
618-511-01 ELECTRICITY	10,268	10,000	11,000
618-511-02 GAS	2,446	2,500	3,500
618-512 DATA PROCESSING	-	600	-
Sub Total	94,079	128,075	123,900
SUNDRY CHARGES			
618-601 TRAINING & EDUCATION	5,552	12,000	10,000
618-602 MEMBERSHIP & SUBSCRIPTIONS	292	300	300
618-604 WORKER'S COMP.	8,386	11,190	12,065
618-605 UNEMPLOYMENT	-	-	-
618-606 FREIGHT EXPENSE	1,843	1,000	1,000
618-607 PRINTING EXPENSE	311	200	400
Sub Total	16,384	24,690	23,765
CAPITAL OUTLAY			
618-701 BUILDINGS	4,133	-	4,500
618-806 OTHER IMPROVEMENTS	-	-	-
618-901 OFFICE EQUIPMENT	5,198	950	8,700
618-902 AUTOMOTIVE EQUIPMENT	259,489	71,200	66,300
618-903 OTHER EQUIPMENT	12,653	-	-
Sub Total	281,473	72,150	79,500
TOTAL BUDGET	\$ 1,283,070	\$ 1,196,210	\$ 1,217,380

PUBLIC WORKS EXPENDITURES Fiscal Year 2014



Description: This pie chart visually shows the percentage of Street Department expenditures allocated to the various major categories for the Fiscal Year 2015

BUDGET SUMMARY

Fund General	Function Public Works	Street & Alley Maintenance	Department Number 25		
Expend. Class			Actual 2012-13	Budgeted 2013-14	Proposed 2014-15
Personnel Services			\$ 227,170	\$ 255,345	\$ 306,360
Supplies			52,760	69,370	60,600
Maintenance			281,916	442,355	272,640
Services			494,311	319,420	309,640
Sundry Charges			6,982	14,955	14,355
Capital Outlay			143,172	241,500	217,400
TOTAL ALL ACCOUNTS			\$ 1,206,311	\$ 1,342,945	\$ 1,180,995

PERSONNEL ALLOCATION

Classification	Salary Range	Pay Level	Employees	
			Present	Proposed
Public Works Director	Unclassified	N/A	.20	.10
Foreman	3,568 to 3,903	16	.50	.50
Maintenance 3	3,448 to 3,771	15	1.00	2.00
Maintenance 2	3,108 to 3,399	12	2.25	2.25
Part-time	1 at 7.25 hour			
TOTAL			3.95	4.85

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>2010-11</u>	<u>2011-12</u>	<u>2012-13</u>
1. Blocks Seal Coated	177	80	100
2. Blocks Treated with Emulsion	0	0	0
3. Street Sweeper Hours of Operation	450.5	300	430
4. Number of Utility Cuts Repaired	43	40	124
5. Alleys Bladed and Stabilized	9	50	11
6. Number of Seminars & Engineering Schools Attended	0	2	2
7. Number of Training Videos Shown	0	0	0

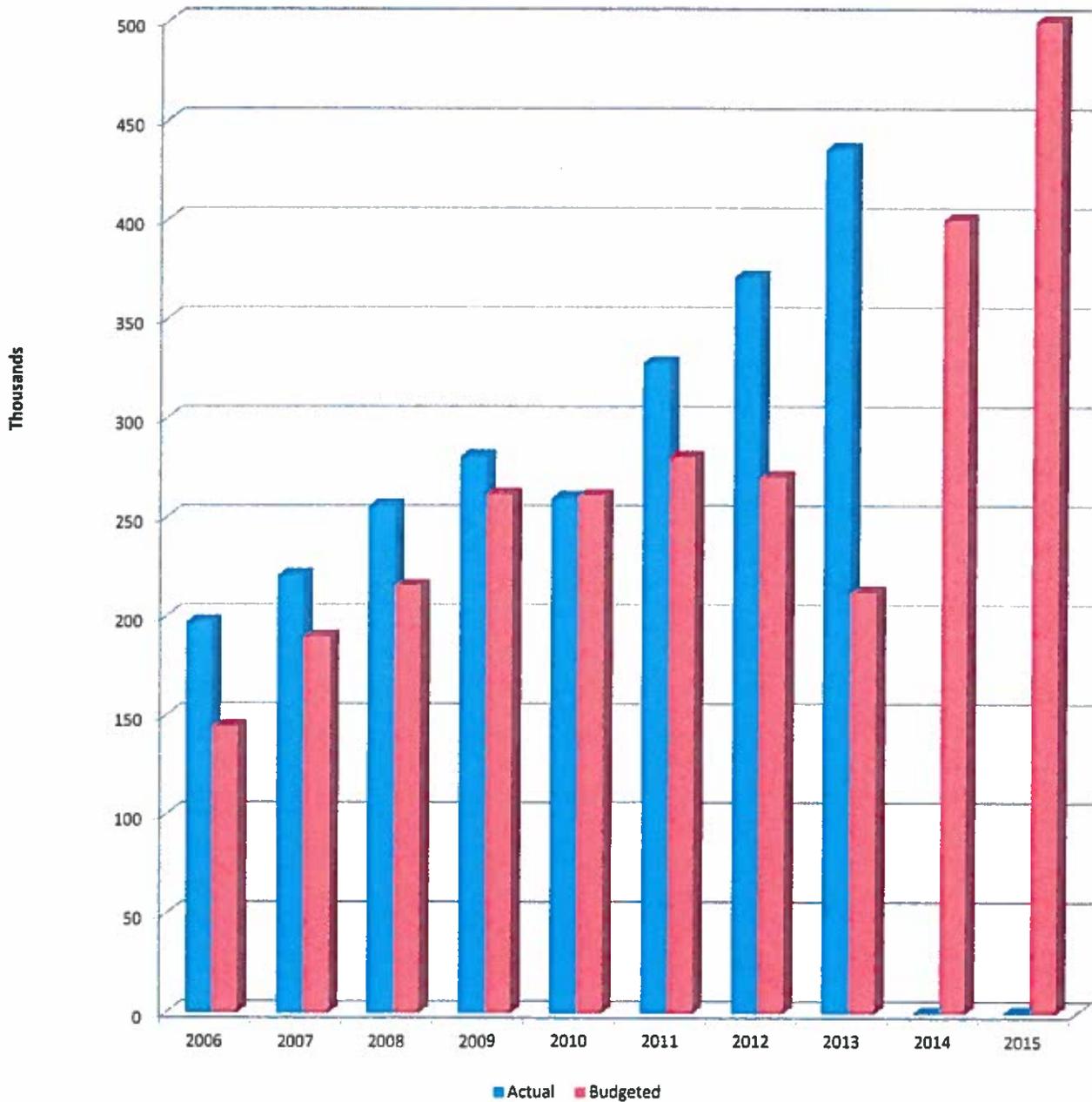
STREET - DEPARTMENT NO. 25

EXPENDITURES - FUND 01

	ACTUAL 2012-2013	BUDGETED 2013-2014	PROPOSED 2014-2015
PERSONNEL SERVICES			
625-101 SUPERVISION	18,634	15,850	9,325
625-104 MAINTENANCE	121,348	142,860	185,795
625-105 LONGEVITY	1,273	1,015	835
625-106 OVERTIME	10,663	13,000	13,000
625-107 PART-TIME	4,348	7,250	7,250
625-108 FICA EXPENSE	9,653	11,160	13,405
625-109 TMRS EXPENSE	30,195	31,490	35,540
625-110 INSURANCE EXPENSE	28,798	30,110	38,075
625-111 MEDICARE	2,258	2,610	3,135
625-112 ACCRUED COMP. ABSENCES	-	-	-
	<hr/>	<hr/>	<hr/>
Sub Total	227,170	255,345	306,360
SUPPLIES & MATERIALS			
625-201 OFFICE SUPPLIES	83	100	100
625-204 UNIFORM & CLOTHING	3,392	6,000	3,750
625-205 TIRES & TUBES	724	6,000	2,500
625-206 MOTOR VEHICLE SUPPLIES	44,739	49,270	46,500
625-207 MINOR TOOLS & APPARATUS	887	2,300	2,000
625-208 JANITORIAL SUPPLIES	59	400	250
625-209 CHEM. & MECH. SUPPLIES	2,156	5,000	5,200
625-210 BOTANICAL & AGRICULTURAL	-	-	-
625-215 OTHER SUPPLIES	720	300	300
	<hr/>	<hr/>	<hr/>
Sub Total	52,760	69,370	60,600
MAINTENANCE OF BUILDINGS			
625-301 BUILDINGS & GROUNDS	3,292	-	4,000
625-302 BRIDGES	-	-	-
625-306 STORM SEWER	-	-	-
625-308 STREET & ALLEYS	252,181	417,125	222,935
	<hr/>	<hr/>	<hr/>
Sub Total	255,473	417,125	226,935
MAINTENANCE OF EQUIPMENT			
625-401 OFFICE EQUIPMENT	156	-	-
625-402 MACHINERY	-	700	700
625-403 EQUIPMENT	-	-	-
625-404 AUTOMOTIVE EQUIPMENT	21,490	20,000	40,000

	ACTUAL 2012-2013	BUDGETED 2013-2014	PROPOSED 2014-2015
625-406 MINOR TOOLS & APPARATUS	-	200	200
625-407 SOFTWARE MAINTENANCE	368	30	505
625-410 SIGNAL & SIGN SYSTEM	4,431	4,000	4,000
625-411 RADIO INSTALLATION	-	300	300
Sub Total	26,445	25,230	45,705
MISCELLANEOUS SERVICES			
625-501-01 TELEPHONE	-	-	-
625-501-02 CELLULAR	377	1,100	1,100
625-502 RENTAL OF EQUIPMENT	520	430	440
625-503 INSURANCE	6,349	6,350	7,060
625-504 SPECIAL SERVICES	200,234	500	500
625-505 ADVERTISING	303	-	-
625-506 BUSINESS & TRANSPORTATION	43	1,000	500
625-507 DIESEL FUEL TAX	879	-	-
625-508 FEE BASIS SERVICES	-	-	-
625-510 CONTRACTUAL SERVICES	3,393	-	-
625-511-01 ELECTRICITY	282,214	310,000	300,000
625-511-02 GAS	-	40	40
Sub Total	494,312	319,420	309,640
SUNDRY CHARGES			
625-601 TRAINING & EDUCATION	163	2,000	1,000
625-602 MEMBERSHIPS & SUBSCRIPTIONS	12	100	100
625-604 WORKER'S COMP.	6,397	12,255	12,255
625-605 UNEMPLOYMENT	-	-	-
625-606 FREIGHT EXPENSE	410	600	1,000
625-608 BAD DEBT	-	-	-
Sub Total	6,982	14,955	14,355
CAPITAL OUTLAY			
625-802 STREET IMPROVEMENTS	-	-	-
625-805 TRAFFIC ENGR. IMPROVEMENTS	-	-	-
625-901 OFFICE EQUIPMENT	-	-	1,400
625-902 AUTOMOTIVE EQUIPMENT	-	233,000	178,000
625-903 MACHINERY & OTHER EQUIP.	143,172	8,500	38,000
Sub Total	143,172	241,500	217,400
TOTAL BUDGET	\$ 1,206,314	\$ 1,342,945	\$ 1,180,995

Motel Tax Revenue Fiscal Year 2014 - 2015



Description: This graph shows the increase in Motel Tax Revenue from Fiscal Year 2006 through Fiscal Year 2013, and the budgeted revenue for 2014 and 2015.

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

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

2014-2015 BUDGET

	2011-2012 Actual	2012-2013 Actual	2013-2014 Budget	2014-2015 Proposed Budget
Revenues:				
Occupancy Tax	371,089	435,612	400,000	500,000
Contributions & donations	-	-	-	-
Total Revenues	371,089	435,612	400,000	500,000
Total Expenditures	409,941	433,360	400,000	500,000
Excess (Deficiency) of Revenues over Expenditures	(38,852)	2,252	-	-
Fund Balance at B-O-Y Prior Period Adjustment	35,760 -	(3,092) -	(840)	(840)
Fund Balance at E-O-Y	\$ (3,092)	\$ (840)	\$ (840)	\$ (840)

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

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

2014-2015 BUDGET

	2011-2012 Actual	2012-2013 Actual	2013-2014 Budget	2014-2015 Proposed Budget
Revenues:				
Ad Valorem Taxes	-	-	-	39,060
	-	-	-	-
Total Revenues	-	-	-	39,060
Total Expenditures	-	-	-	39,060
Excess (Deficiency) of Revenues over Expenditures	-	-	-	-
Fund Balance at B-O-Y	-	-	-	-
	-	-	-	-
Fund Balance at E-O-Y	\$ -	\$ -	\$ -	\$ -

ENTERPRISE FUNDS
NARRATIVE
FISCAL YEAR 2014-2015 BUDGET

An increase in water rates was required to cover anticipated expenses in the Water Department in FY 2015.

Anticipated revenues for the Enterprise Funds total \$9,188,770, an increase of \$47,055 or .51% over the preceding year's budget. The graph, page 91, showing Enterprise Fund revenues for the period FY 2006 through 2015 reflects recent increases necessary to cover rising expenses due to State and Federal regulations.

Water sales (47.80%), sewer charges (16.73%), and sanitation charges (21.73%) combined, amount to 86.26% 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 decrease in non-operating revenue indicates decrease 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 2014</u>
Water Sales	\$4,400,000	47.80%	(\$100,000)
Sewer Charges	1,540,000	16.73	41,855
Sanitation Charges	2,000,000	21.73	-0-
Landfill Gate Fees	765,000	8.31	65,000
Billings & Collection (Sanitation)	381,920	4.15	27,600
Water & Sewer Taps	55,000	0.60	15,000
Permits & Inspections	14,000	0.15	-0-
Miscellaneous	32,850	0.36	(2,400)
Non-operating	15,400	.17	(12,100)
Total	\$9,204,170	100.00%	\$34,955

Expenses for the Enterprise Funds total \$10,129,425 for FY 2015, an increase of 6.23 percent over FY 2014 (see graph, page 92). Changes in levels of expenditures for the individual departments over the preceding year are shown in the following tabulation:

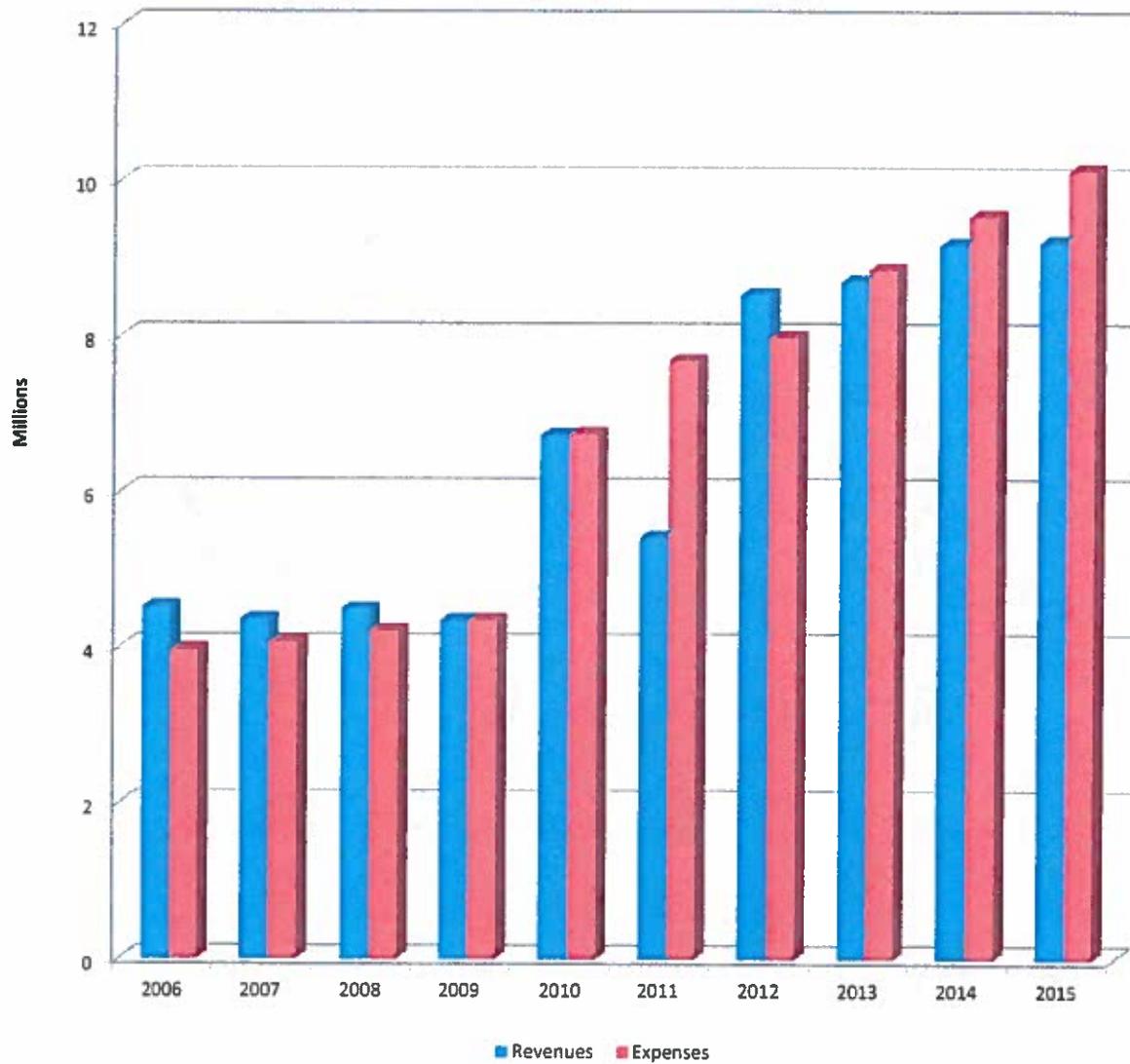
<u>Department</u>	<u>Amount</u>	<u>Percent of Total</u>	<u>Increase (Decrease) from FY 2014</u>
Sanitation-Collection	\$1,062,945	10.49%	\$ 28,765
Sanitation-Landfill	1,890,065	18.66	(149,235)
Sanitary Sewer	418,790	4.13	23,410
Sewage Treatment	1,037,170	10.24	113,805
Water Production	3,250,280	32.09	170,400
Water Distribution	890,550	8.79	25,590
Utility Billing & Collection	1,092,740	10.79	82,745
Debt Service	486,885	4.81	298,985
TOTAL	\$10,129,425	100.00%	\$594,465

The Debt Service amount of \$486,885 (4.81%) of the total expense budget for 2015 is the anticipated interest payments on construction of a \$3,255,000 Water Treatment Plant. 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 and \$1,340,000 Refunding Bonds were used to refinance the 1995 Series.

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.

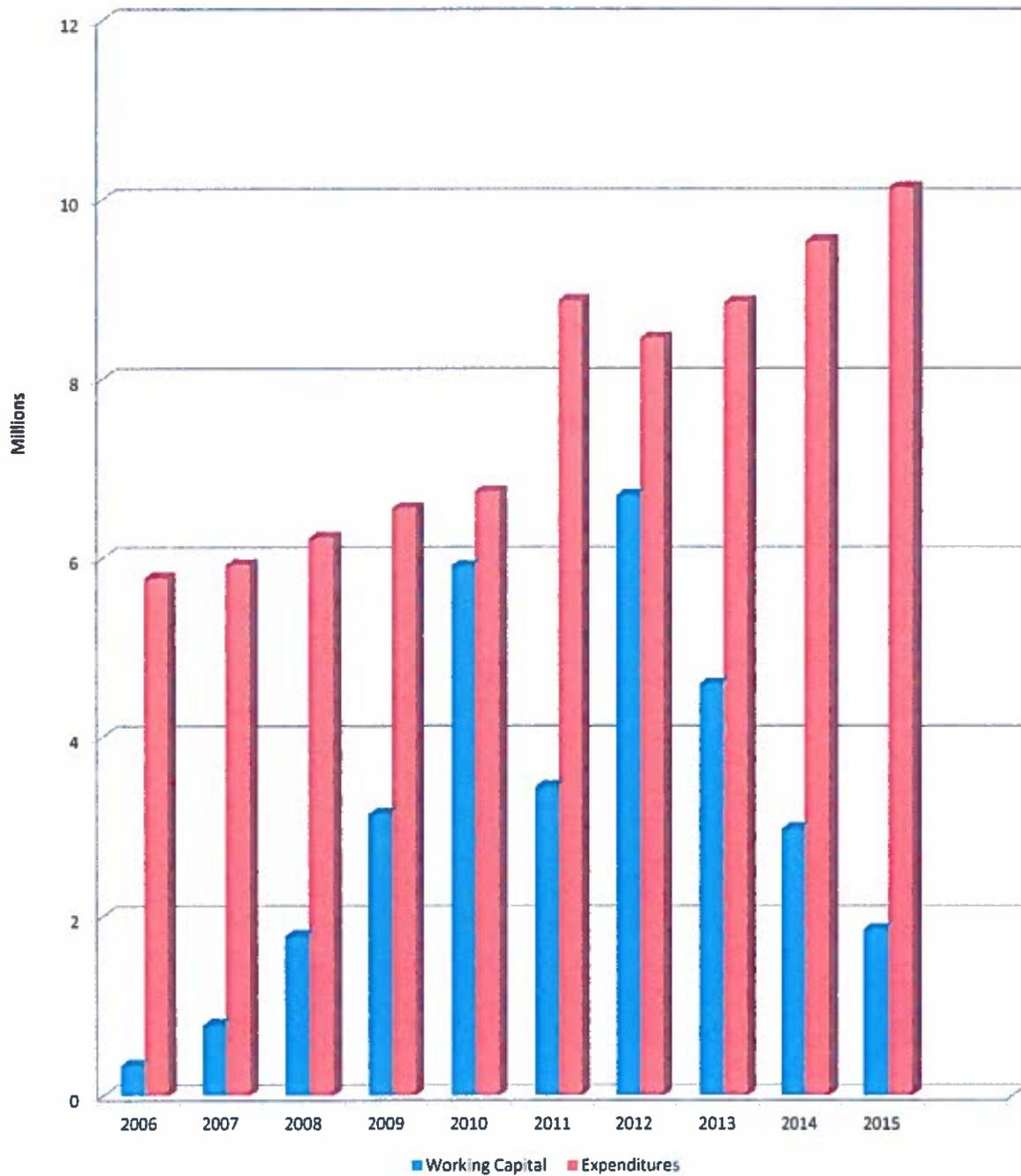
Personnel costs decreased by 1.48%, supplies 13.75%, and sundry charges 41.49% over the FY 2014-15 budget. Services increased by 12.36%, debt service 159.12%, depreciation 3.79% and maintenance charges by 25.29%.

ENTERPRISE FUND Revenues & Expenses



Description: This graph shows the Enterprise Fund Revenues and Expenses for the Fiscal Year 2006 through Fiscal Year 2015.

ENTERPRISE FUND Working Capital and Expenditures



Description: This graph shows the relationship between Enterprise Fund Working Capital and Expenditures at year end for the Fiscal Year 2006 through Fiscal Year 2015

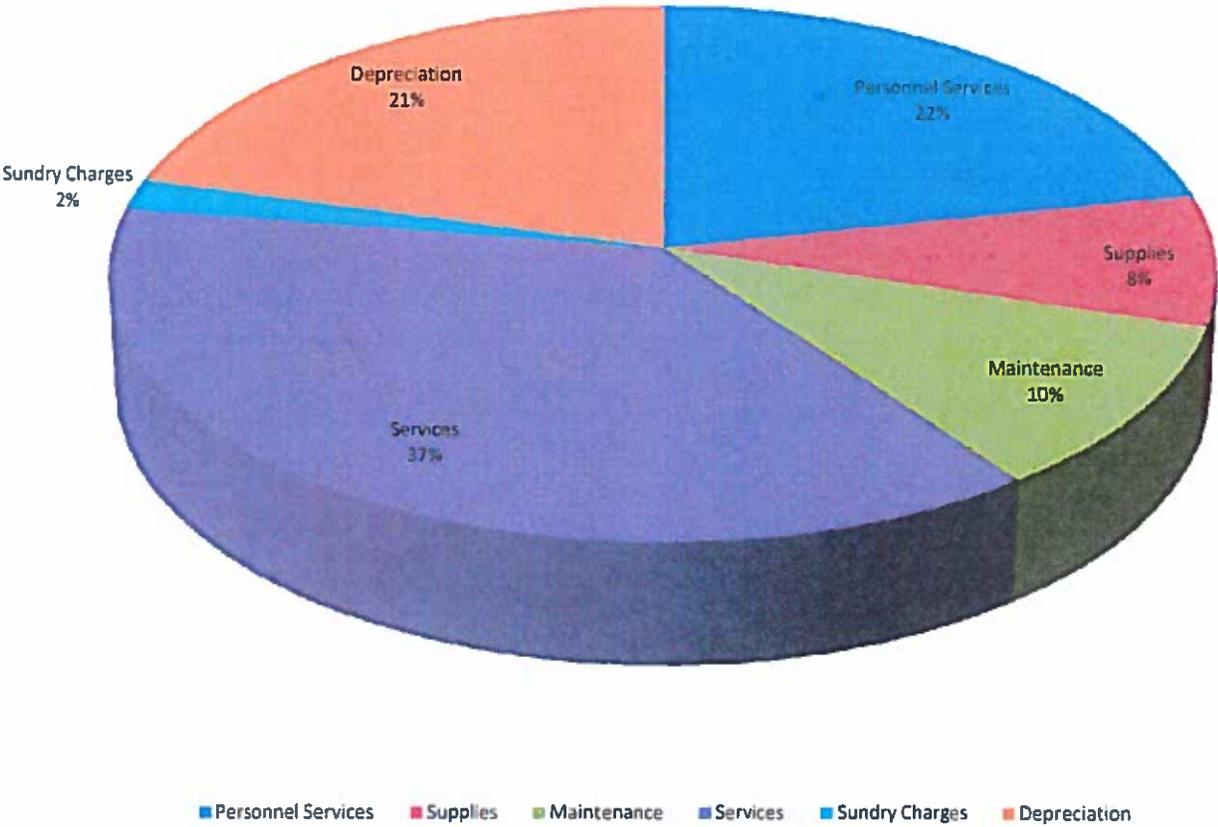
CITY OF SNYDER, TEXAS
ENTERPRISE FUND

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

2014-2015 BUDGET

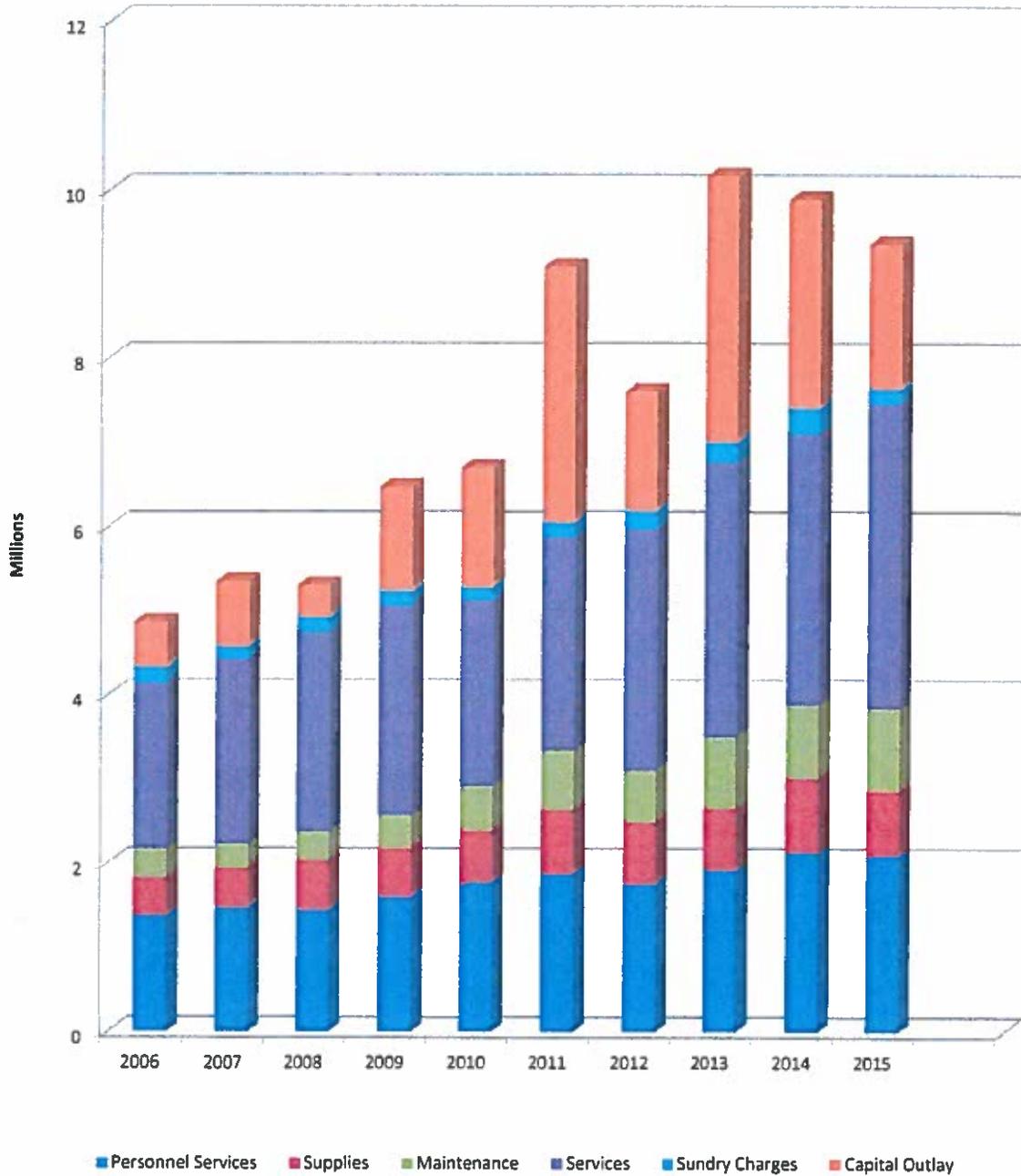
	2011-2012 Actual	2012-2013 Actual	2013-2014 Budget	2014-2015 Proposed Budget
Operating Revenues:				
Water Sales	4,171,819	4,076,343	4,500,000	4,400,000
Sewer Charges	1,472,644	1,501,536	1,498,145	1,540,000
Sanitation Charges	1,698,827	1,926,453	2,000,000	2,000,000
Landfill Gate Fees	612,594	750,199	700,000	765,000
Billings & Collections for Sanitation	312,012	327,408	354,320	381,920
Water & Sewer Taps	22,185	51,100	40,000	55,000
Plumbing Permits & Inspc.	17,300	14,019	14,000	14,000
TCDP Grant Proceeds	37,908	-	-	-
Miscellaneous	29,357	33,249	35,250	32,850
Total Oper. Revenues	8,374,646	8,680,307	9,141,715	9,188,770
Operating Expenses:				
Personnel Services	1,747,786	1,912,761	2,119,570	2,088,225
Supplies	735,675	729,425	886,970	764,980
Maintenance	620,369	864,641	882,225	986,220
Services	2,859,725	3,252,394	3,219,815	3,617,870
Sundry Charges	218,286	238,974	304,860	178,385
Depreciation	1,632,174	1,620,555	1,933,620	2,006,860
Total Oper. Expenses	7,814,015	8,618,750	9,347,060	9,642,540
Operating Income or (Loss)	560,631	61,557	(205,345)	(453,770)
Non-Oper. Revenues/(Expenses):				
Interest Income	11,066	14,588	27,500	15,400
Gain (Loss) on Sale of Asset	171,424	4,300	-	-
Amortized Issuance Cost	(18,174)	(18,174)	-	-
Debt Service-Interest	(145,833)	(215,160)	(187,900)	(486,885)
Total Non-Oper.	18,483	(214,446)	(160,400)	(471,485)
Net Income (Loss)	\$ 579,114	\$ (152,889)	\$ (365,745)	\$ (925,255)
Cash and Cash Equivalents B-O-Y	3,434,473	6,695,333	4,586,040	3,530,222
Cash Flows from Operating Activities	2,100,224	1,780,621	1,888,375	1,738,035
Cash Flows from Interfund Loans	-	-	-	-
Cash Flows from Capital Activities	841,885	(3,903,742)	(2,973,693)	(2,863,623)
Cash Flows from Investing Activities	318,751	13,828	29,500	15,400
Net Increase or (Decrease) in Cash	3,260,860	(2,109,293)	(1,055,818)	(1,110,188)
Cash and Cash Equivalents E-O-Y	\$ 6,695,333	\$ 4,586,040	\$ 3,530,222	\$ 2,420,034

**ENTERPRISE FUND EXPENSES
Fiscal Year 2015**



Description: This pie chart visually shows the percentage of Enterprise Fund expenses allocated to the various major categories for the budget for Fiscal Year 2015.

ENTERPRISE FUND EXPENDITURES Fiscal Years 2006 through 2015



Description: This graph shows a visual comparison of expenditure allocations for Fiscal Years 2006 through 2015.

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

**COMPARATIVE STATEMENT OF REVENUES, EXPENSES
AND CHANGES IN WORKING CAPITAL
2014-2015 BUDGET**

	2011-2012 Actual	2012-2013 Actual	2013-2014 Budget	2014-2015 Proposed Budget
Operating Revenues:				
Sanitation Charges	1,698,827	1,926,453	2,000,000	2,000,000
Landfill Gate Fees	612,594	750,199	700,000	765,000
COG Grant	10,000	-	-	-
Miscellaneous	1,399	4,151	4,350	1,950
Total Oper. Revenues	2,322,820	2,680,803	2,704,350	2,766,950
Operating Expenses:				
Personnel Services	653,353	692,432	713,490	732,590
Supplies	274,632	296,904	306,700	301,300
Maintenance	151,907	263,178	208,340	181,295
Services	741,687	775,280	896,525	912,725
Sundry Charges	171,483	189,788	203,065	82,380
Depreciation	480,080	460,178	745,360	742,720
Total Oper. Expenses	2,473,142	2,677,760	3,073,480	2,953,010
Operating Income or (Loss)	(150,322)	3,043	(369,130)	(186,060)
Non-Oper. Revenues/(Expenses):				
Interest Income	-	5,366	17,500	5,400
Gain (Loss) on Sale of Asset	149,956	-	-	-
Interest Expense	2,140	(630)	-	-
Total Non-Oper.	152,096	4,736	17,500	5,400
Net Income (Loss)	\$ 1,774	\$ 7,779	\$ (351,630)	\$ (180,660)
Cash and Cash Equivalents B-O-Y	2,196,003	2,492,426	2,682,059	1,444,389
Cash Flows from Operating Activities	419,738	594,960	536,330	741,605
Cash Flows from Interfund Loans	-	-	-	-
Cash Flows from Capital Activities	(231,000)	(409,933)	(1,791,500)	(1,050,100)
Cash Flows from Investing Activities	107,685	4,606	17,500	5,400
Net Increase or (Decrease) in Cash	296,423	189,633	(1,237,670)	(303,095)
Cash and Cash Equivalents E-O-Y Reserved for Closure/Post Closure	\$ 2,492,426 (1,776,553)	\$ 2,682,059 (1,940,366)	\$ 1,444,389 (1,931,180)	\$ 1,141,294 (1,961,980)

CITY OF SNYDER, TEXAS
SANITATION ENTERPRISE FUND

DESCRIPTION OF REVENUES
2013-2014 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 \$ 765,000

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 \$26.50 per ton for Non-Commercial Scurry County Residents and \$31.00 for Commercial Scurry County Residents. Non-Scurry County Resident or Solid Waste Disposal Service Provider - \$31.00/ton.

MISCELLANEOUS \$ 1,950

Includes any revenue that would not fit into another account and sales tax.

INTEREST \$ 5,400

TOTAL SANITATION \$ 2,772,350

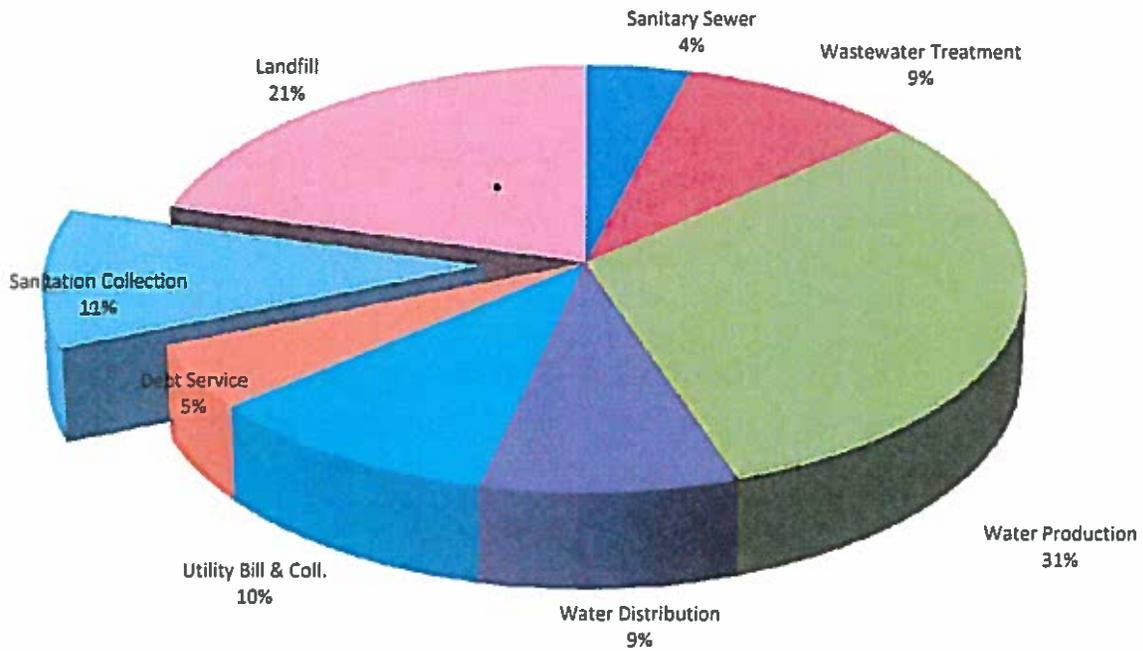
**CITY OF SNYDER, TEXAS
ENTERPRISE FUND
SANITATION**

STATEMENT OF EXPENDITURES

2014-2015 BUDGET

	2011-2012 Actual	2012-2013 Actual	2013-2014 Budget	2014-2015 Proposed Budget
SANITATION				
Collection:				
Personnel Services	230,298	290,168	323,260	332,115
Supplies	101,065	116,716	115,700	118,450
Maintenance	101,494	131,052	123,070	95,495
Services	235,205	267,744	282,710	310,230
Sundry Charges	6,097	14,514	17,190	10,100
Depreciation	89,866	127,434	172,250	196,555
Totals	764,025	947,628	1,034,180	1,062,945
Landfill:				
Personnel Services	423,055	402,264	390,230	400,475
Supplies	173,567	180,188	191,000	182,850
Maintenance	44,627	132,126	85,270	85,800
Services	506,482	507,536	613,815	602,495
Sundry Charges	165,386	175,274	185,875	72,280
Depreciation	390,214	332,744	573,110	546,165
Totals	1,703,331	1,730,132	2,039,300	1,890,065
Debt Service:				
Interest	-	-	-	-
Totals	-	-	-	-
TOTAL EXPENSES	\$ 2,467,356	\$ 2,677,760	\$ 3,073,480	\$ 2,953,010

**ENTERPRISE FUNCTION EXPENSE
Fiscal Year 2015**



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

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

BUDGET SUMMARY

Fund	Function			Department Number
Enterprise	Municipal Services	Sanitation Collection		30
Expend. Class		Actual	Budgeted	Proposed
		2012-13	2013-14	2014-15
Personnel Services		\$ 290,168	\$ 323,260	\$ 332,115
Supplies		116,718	115,700	118,450
Maintenance		131,052	123,070	95,495
Services		267,744	282,710	310,230
Sundry Charges		14,514	17,190	10,100
Depreciation		127,434	172,250	196,555
TOTAL ALL ACCOUNTS		\$ 947,630	\$ 1,034,180	\$ 1,062,945

PERSONNEL ALLOCATION

Classification	Salary Range	Pay Level	Employees	
			Present	Proposed
Public Works Director	Unclassified	N/A	0.20	.10
Foreman	3,568 to 3,903	16	0.25	.50
Driver/Operator	3,108 to 3,399	12	5.00	5.00
Maintenance 2	3,108 to 3,399	12	0.25	.25
TOTAL			5.70	5.85

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 twice-weekly basis. The rural route includes weekly pick up of 49 dumpsters. There are six 33-yard, full automated, side load sanitation trucks, four of which are used for daily routes, one used for backup.

2. A roll-off can be parked overnight, free of charge, at a requested 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.

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>2010-11</u>	<u>2011-12</u>	<u>2012-13</u>
1. Side Load Sanitation Truck Loads	2,153	2,057	2,212
2. Containers Repaired	32	0	10
3. Containers Painted	2	0	10

SANITATION COLLECTION- DEPARTMENT NO. 30

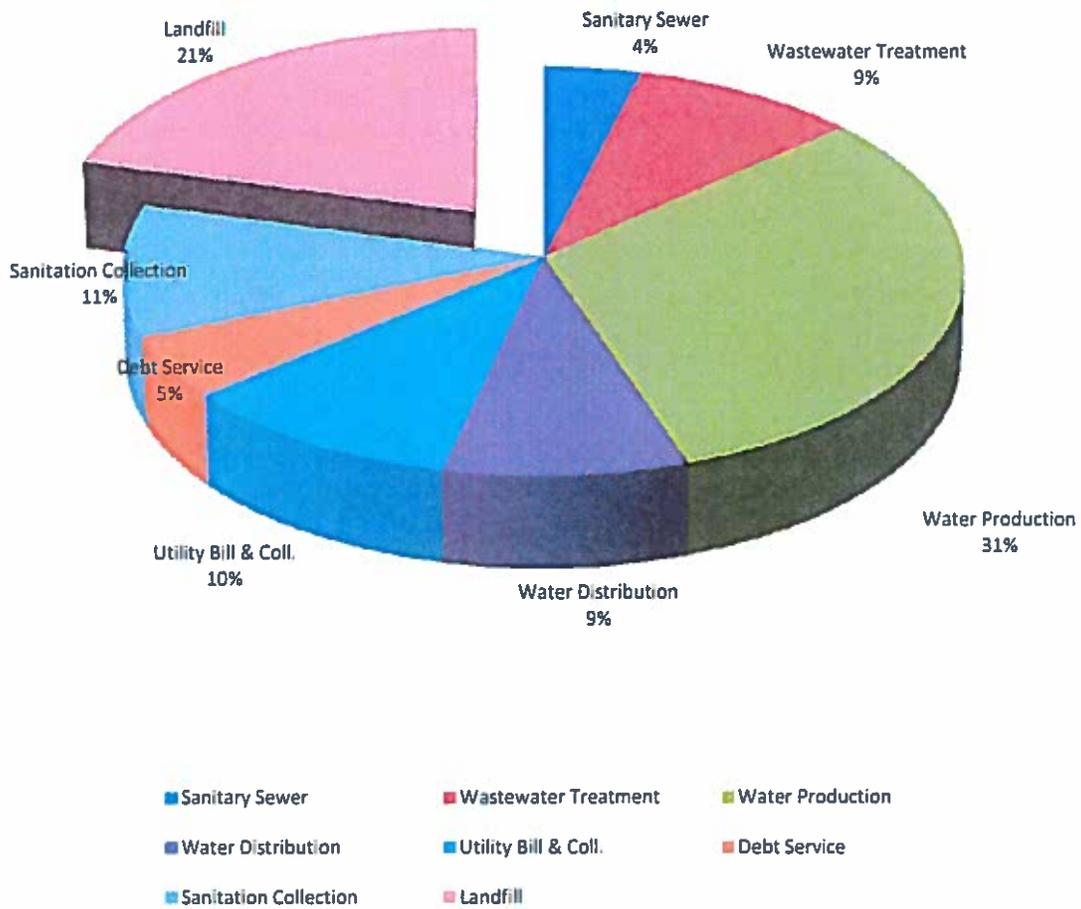
EXPENDITURES - FUND 04

	ACTUAL 2012-2013	BUDGETED 2013-2014	PROPOSED 2014-2015
PERSONNEL SERVICES			
630-101 SUPERVISION	18,634	15,850	9,325
630-103 OPERATIONS	167,317	202,190	216,250
630-105 LONGEVITY	1,081	1,425	1,180
630-106 OVERTIME	6,856	2,820	2,820
630-107 PART-TIME	-	-	-
630-108 FICA EXPENSE	14,133	13,780	14,235
630-109 TMRS EXPENSE	45,562	40,525	39,050
630-110 INSURANCE EXPENSE	35,754	43,445	45,925
630-111 MEDICARE	3,305	3,225	3,330
630-112 ACCRUED COMP. ABSENCES	(2,474)	-	-
Sub Total	290,168	323,260	332,115
SUPPLIES & MATERIALS			
630-201 OFFICE SUPPLIES	72	100	100
630-202 FORMS	10	-	-
630-204 UNIFORM & CLOTHING	3,629	4,000	2,500
630-205 TIRES & TUBES	18,613	20,000	20,000
630-206 MOTOR VEHICLE SUPPLIES	94,171	90,000	95,000
630-207 MINOR TOOLS & APPARATUS	-	500	250
630-208 JANITORIAL SUPPLIES	-	-	-
630-209 CHEM. & MECH. SUPPLIES	135	1,000	500
630-215 OTHER SUPPLIES	86	100	100
Sub Total	116,716	115,700	118,450
MAINTENANCE OF BUILDINGS			
630-301 BUILDINGS & GROUNDS	15,901	2,000	10,000
Sub Total	15,901	2,000	10,000
MAINTENANCE OF EQUIPMENT			
630-401 OFFICE EQUIPMENT	3,306	40	40
630-402 MACHINERY	-	-	-
630-403 EQUIPMENT	11,937	30,000	20,000
630-404 AUTOMOTIVE EQUIPMENT	99,540	90,000	65,000
630-405 SHOP EQUIPMENT	-	-	-
630-407 SOFTWARE MAINTENANCE	368	30	455

	ACTUAL 22012-2013	BUDGETED 2013-2014	PROPOSED 2014-2015
630-411 RADIO INSTALLATION	-	1,000	-
Sub Total	115,151	121,070	85,495
MISCELLANEOUS SERVICES			
630-501 COMMUNICATION	-	-	-
630-501-01 TELEPHONE	429	950	400
630-501-02 CELLULAR	-	-	-
630-502 RENTAL OF EQUIPMENT	565	430	380
630-503 INSURANCE	2,755	2,755	3,300
630-504 SPECIAL SERVICES	413	695	695
630-505 ADVERTISING	836	500	500
630-506 BUSINESS & TRANSPORTATION	5	600	300
630-507 DIESEL FUEL TAX	2,849	-	-
630-508 FEE BASIS SERVICES	259,892	276,630	304,655
630-510 CONTRACTUAL SERVICES	-	150	-
630-511-01 ELECTRICITY	-	-	-
Sub Total	267,744	282,710	310,230
SUNDRY CHARGES			
630-601 TRAINING & EDUCATION	13	2,000	2,000
630-602 MEMBERSHIPS & SUBSCRIPTIONS	-	100	100
630-603 SOLID WASTE MGMT. PROGRAM	-	-	-
630-604 WORKER'S COMPENSATION	6,648	14,990	7,000
630-605 UNEMPLOYMENT COMPENSATION	6,603	-	-
630-606 FREIGHT EXPENSE	1,250	100	1,000
630-607 PRINTING EXPENSE	-	-	-
630-608 BAD DEBT EXPENSE	-	-	-
630-614 PENALTY & INTEREST EXPENSE	-	-	-
Sub Total	14,514	17,190	10,100
CAPITAL OUTLAY			
630-701 BUILDING *	-	-	-
630-901 OFFICE EQUIPMENT *	-	-	-
630-902 AUTOMOTIVE EQUIPMENT *	-	175,000	185,000
630-903 MACHINERY & OTHER EQUIP. *	-	1,500	1,500
630-904 REFUSE COLLEC. EQUIP. *	-	40,000	40,000
630-910 DEPRECIATION	127,434	172,250	196,555
Sub Total	127,434	172,250	196,555
TOTAL BUDGET	\$ 947,628	\$ 1,034,180	\$ 1,062,945

* MEMORANDUM ONLY

**ENTERPRISE FUNCTION EXPENSE
Fiscal Year 2015**



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

BUDGET SUMMARY

Fund	Function	Sanitation Landfill	Department Number	
Enterprise	Municipal Services		31	
Expend. Class		Actual	Budgeted	Proposed
		2012-13	2013-14	2014-15
Personnel Services		\$ 402,265	\$ 390,230	\$ 400,475
Supplies		180,188	191,000	182,850
Maintenance		132,125	85,270	85,800
Services		507,537	613,815	602,495
Sundry Charges		175,274	185,875	72,280
Depreciation		332,744	573,110	546,165
TOTAL ALL ACCOUNTS		\$ 1,730,133	\$ 2,039,300	\$ 1,890,065

PERSONNEL ALLOCATION

Classification	Salary Range	Pay Level	Employees	
			Present	Proposed
Public Works Director	Unclassified	N/A	.20	.25
Senior Clerk	3,959 to 4,330	19	1.00	1.00
Foreman	3,568 to 3,903	16	1.00	1.00
Heavy Equip. Op.	3,448 to 3,771	15	3.00	3.00
TOTAL			5.20	5.25

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 2012-2013	BUDGETED 2013-2014	PROPOSED 2014-2015
PERSONNEL SERVICES			
631-101 SUPERVISION	29,028	15,850	23,350
631-102 CLERICAL	48,854	48,480	49,190
631-103 OPERATIONS	162,431	167,590	169,105
631-105 LONGEVITY	1,618	1,590	1,550
631-106 OVERTIME	54,565	45,000	45,000
631-107 PART-TIME	-	-	-
631-108 FICA EXPENSE	15,265	17,270	17,870
631-109 TMRS EXPENSE	50,597	50,775	49,020
631-110 INSURANCE EXPENSE	42,583	39,635	41,210
631-111 MEDICARE	3,570	4,040	4,180
631-112 ACCRUED COMP. ABSENCES	(6,247)	-	-
Sub Total	402,264	390,230	400,475
SUPPLIES & MATERIALS			
631-201 OFFICE SUPPLIES	3,259	3,000	3,000
631-202 FORMS	10	-	-
631-204 UNIFORM & CLOTHING	4,383	6,000	5,200
631-205 TIRES & TUBES	3,278	3,500	3,500
631-206 MOTOR VEHICLE SUPPLIES	165,067	170,000	165,000
631-207 MINOR TOOLS & APPARATUS	-	2,000	150
631-208 JANITORIAL SUPPLIES	1,448	3,000	2,500
631-209 CHEM. & MECH. SUPPLIES	393	500	500
631-215 OTHER SUPPLIES	2,350	3,000	3,000
Sub Total	180,188	191,000	182,850
MAINTENANCE OF BUILDINGS			
631-301 BUILDINGS & GROUNDS	15,282	23,000	23,000
Sub Total	15,282	23,000	23,000
MAINTENANCE OF EQUIPMENT			
631-401 OFFICE EQUIPMENT	155	190	-
631-402 MACHINERY	-	-	-
631-403 EQUIPMENT	-	150	150
631-404 AUTOMOTIVE EQUIPMENT	101,736	60,000	60,000
631-405 SHOP EQUIPMENT	-	200	-
631-406 MINOR TOOLS & EQUIP.	-	100	-
631-407 SOFTWARE MAINTENANCE	14,480	1,230	2,250
631-411 RADIO INSTALLATION	473	400	400
Sub Total	116,844	62,270	62,800

	ACTUAL 2012-2013	BUDGETED 2013-2014	PROPOSED 2014-2015
MISCELLANEOUS SERVICES			
631-501-01 TELEPHONE	1,682	1,715	1,715
631-501-02 CELLULAR	1,269	1,000	1,100
631-501-03 INTERNET	1,039	1,000	3,000
631-502 RENTAL OF EQUIPMENT	1,297	1,440	1,440
631-503 INSURANCE	9,175	9,175	9,450
631-504 SPECIAL SERVICES	1,457	1,500	1,500
631-505 ADVERTISING	38	300	150
631-506 BUSINESS & TRANSPORTATION	-	150	-
631-507 DIESEL FUEL TAX	125	160	-
631-508 FEE BASIS SERVICES	486,719	593,000	578,965
631-510 CONTRACTUAL SERVICES	576	475	575
631-511-01 ELECTRICITY	4,159	3,900	4,600
631-511-02 GAS	-	-	-
631-512 DATA PROCESSING	-	-	-
Sub Total	507,536	613,815	602,495
SUNDRY CHARGES			
631-601 TRAINING & EDUCATION	2,512	4,000	4,000
631-602 MEMBERSHIPS & SUBSCRIPTIONS	175	500	-
631-603 SOLID WASTE MGMT. PROGRAM	-	-	-
631-604 WORKER'S COMP.	7,728	13,875	30,000
631-605 UNEMPLOYMENT	-	-	-
631-606 FREIGHT EXPENSE	962	1,000	1,000
631-607 PRINTING EXPENSE	-	-	-
631-608 BAD DEBT EXPENSE	84	6,400	6,400
631-614 PENALTY AND INTEREST	-	-	-
631-615 LANDFILL CLOSURE/POST CLOSURE CARE	163,813	160,100	30,880
Sub Total	175,274	185,875	72,280
CAPITAL OUTLAY			
631-701 BUILDINGS *	-	-	-
631-801 BETTERMENTS TO LAND *	-	-	-
631-806 LANDFILL IMPROVEMENTS *	-	75,000	75,000
631-812 OTHER IMPROVEMENTS *	-	1,500,000	-
631-901 OFFICE EQUIPMENT *	-	-	1,000
631-902 AUTOMOTIVE EQUIPMENT *	-	230,000	822,000
631-903 OTHER EQUIPMENT *	-	8,400	-
631-910 DEPRECIATION	332,744	573,110	546,165
Sub Total	332,744	573,110	546,165
TOTAL BUDGET	\$ 1,730,132	\$ 2,039,300	\$ 1,890,065

* MEMORANDUM ONLY

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

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

2014-2015 BUDGET

	2011-2012 Actual	2012-2013 Actual	2013-2014 Budget	2014-2015 Proposed Budget
Operating Revenues:				
Water Sales	4,171,819	4,076,343	4,500,000	4,400,000
Sewer Charges	1,472,644	1,501,536	1,498,145	1,540,000
Billings & Collections for Sanitation	312,012	327,408	354,320	381,920
Water Taps	14,210	32,700	25,000	35,000
Sewer Taps	7,975	18,400	15,000	20,000
Plumbing Permits & Inspc.	17,300	14,019	14,000	14,000
TDCP Grant Proceeds	27,908	-	-	-
Miscellaneous	27,958	29,098	30,900	30,900
Total Oper. Revenues	6,051,826	5,999,504	6,437,365	6,421,820
Operating Expenses:				
Personnel Services	1,094,433	1,220,329	1,406,080	1,355,635
Supplies	461,043	432,521	580,270	463,680
Maintenance	468,462	601,463	673,885	804,925
Services	2,118,038	2,477,114	2,323,290	2,705,145
Sundry Charges	46,803	49,186	101,795	96,005
Depreciation	1,152,094	1,160,377	1,188,260	1,264,140
Total Oper. Expenses	5,340,873	5,940,990	6,273,580	6,689,530
Operating Income or (Loss)	710,953	58,514	163,785	(267,710)
Non-Oper. Revenues/(Expenses):				
Investment earnings	11,066	9,222	10,000	10,000
Interest and fees expense	(147,973)	(214,530)	(187,900)	(486,885)
Capital grant	27,908	-	-	-
Gain (Loss) on Sale of Asset	21,468	4,300	-	-
Amortized issuance cost	(18,174)	(18,174)	-	-
Total Non-Oper.	(105,705)	(219,182)	(177,900)	(476,885)
Net Income (Loss)	\$ 605,248	\$ (160,668)	\$ (14,115)	\$ (744,595)
Cash and Cash Equivalents B-O-Y	1,238,470	4,202,907	1,903,981	2,085,833
Cash Flows from Operating Activities	1,680,486	1,185,661	1,352,045	996,430
Cash Flows from Interfund Loans	-	-	-	-
Cash Flows from Capital Activities	1,072,885	(3,493,809)	(1,182,193)	(1,813,523)
Cash Flows from Investing Activities	211,066	9,222	12,000	10,000
Net Increase or (Decrease) in Cash	2,964,437	(2,298,926)	181,852	(807,093)
Cash and Cash Equivalents E-O-Y	\$ 4,202,907	\$ 1,903,981	\$ 2,085,833	\$ 1,278,740

CITY OF SNYDER, TEXAS
WATER & SEWER ENTERPRISE FUND

DESCRIPTION OF REVENUES

2014-2015

WATER SALES

\$ 4,400,000

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:
\$28.16 / 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	\$7.01
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. \$42.24 / 4,000 gal. Two family unit or two business unit
2. \$56.32 / 6,000 gal. Three family unit or three business unit
3. \$70.40 / 8,000 gal. Four family unit or four business unit
4. \$84.48 / 10,000 gal. Five family unit or five business unit

For more than five units the minimum charge shall be \$28.16 for the first dwelling or business unit plus \$14.08 (or 50% of \$28.16) 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, \$42.24. Multiple dwellings or business units, supplied by a single meter, the minimum charge shall be \$42.24 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 \$28.16 plus a usage rate at \$5.19 per 1,000 gallons. Deposit on City owned fire hydrant is \$300.00, other than the City's is \$1,000.00. Coin operated meter per 1,000 gal. \$10.38.

WASTE WATER RATES

\$ 1,540,000

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

Minimum charge per service:

Base	\$10.48
------	---------

+ 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 \$ 381,920

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 \$ 55,000

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 \$ 30,900

Includes any revenue that would not fit into another account.

INTEREST \$ 10,000

TOTAL WATER & SEWER \$ 6,431,820

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

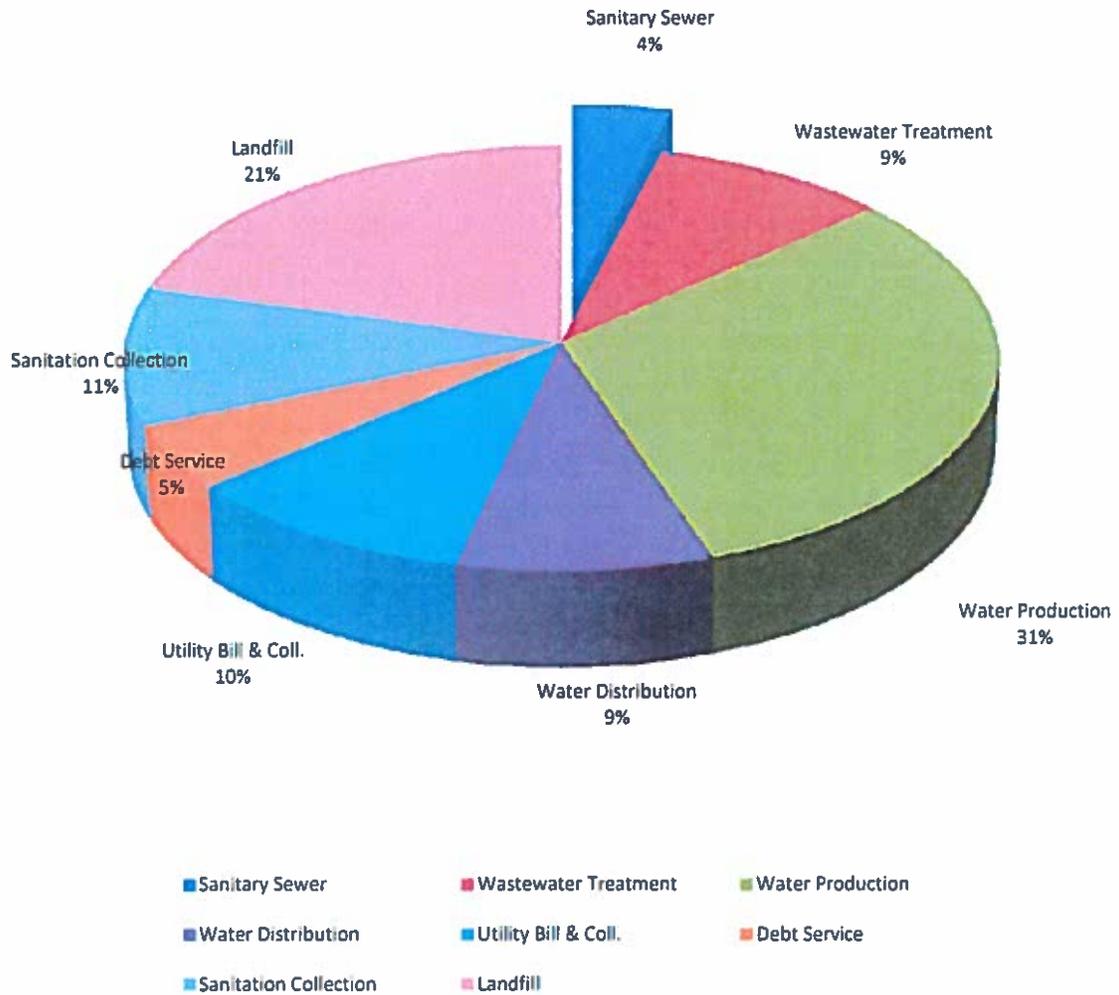
STATEMENT OF EXPENDITURES

2014-2015 BUDGET

	2011-2012 Actual	2012-2013 Actual	2013-2014 Budget	2014-2015 Proposed Budget
SEWER:				
Sanitary sewer:				
Personnel Services	94,047	132,237	187,520	149,505
Supplies	37,268	57,389	42,500	59,300
Maintenance	11,012	41,229	14,730	38,605
Services	35,368	53,244	58,245	66,355
Sundry Charges	3,420	7,823	20,545	13,000
Depreciation	77,932	70,894	71,840	92,025
Totals	259,047	362,816	395,380	418,790
Sewage Treatment:				
Personnel Services	304,883	322,430	275,790	248,335
Supplies	31,699	57,172	39,450	56,660
Maintenance	72,594	161,212	150,145	201,880
Services	246,518	298,132	254,695	301,555
Sundry Charges	5,758	12,060	8,330	10,650
Depreciation	193,900	198,901	194,955	218,090
Totals	855,352	1,049,907	923,365	1,037,170
WATER:				
Water Production:				
Personnel Services	301,910	307,277	384,590	432,385
Supplies	298,716	210,153	399,900	226,800
Maintenance	236,159	188,547	298,450	266,910
Services	1,615,189	1,870,722	1,723,805	2,024,130
Sundry Charges	8,505	16,963	17,155	19,255
Depreciation	254,080	248,948	255,980	280,800
Totals	2,714,559	2,842,610	3,079,880	3,250,280

	2011-2012 Actual	2012-2013 Actual	2013-2014 Budget	2014-2015 Proposed Budget
Water Distribution:				
Personnel Services	82,987	132,235	189,990	151,925
Supplies	58,503	78,185	64,220	77,320
Maintenance	89,731	140,668	147,130	195,705
Services	94,404	113,566	141,395	138,410
Sundry Charges	3,566	7,927	20,825	15,000
Depreciation	265,849	281,078	301,400	312,190
Totals	595,040	753,659	864,960	890,550
Utility Department:				
Personnel Services	310,606	326,150	368,190	373,485
Supplies	34,857	29,622	34,200	43,600
Maintenance	58,966	69,800	63,430	101,825
Services	126,559	141,448	145,150	174,695
Sundry Charges	25,554	4,412	34,940	38,100
Depreciation	360,333	360,556	364,085	361,035
Totals	916,875	931,988	1,009,995	1,092,740
Debt Service:				
Interest	147,973	214,530	187,100	486,085
Fees	18,174	18,174	800	800
Totals	166,147	232,704	187,900	486,885
TOTAL EXPENSES	\$ 5,507,020	\$ 6,173,684	\$ 6,461,480	\$ 7,176,415

ENTERPRISE FUNCTION EXPENSE Fiscal Year 2015



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	
Water & Sewer			35	
Expend. Class			Actual	Budgeted
			2012-13	2013-14
			Proposed	
			2014-15	
Personnel Services			\$ 132,237	\$ 187,520
Supplies			57,390	42,500
Maintenance			41,230	14,730
Services			53,245	58,245
Sundry Charges			7,822	20,545
Depreciation			70,894	71,840
TOTAL ALL ACCOUNTS			<u>\$ 362,818</u>	<u>\$ 395,380</u>

PERSONNEL ALLOCATION

Classification	Salary Range	Pay Level	Employees	
			Present	Proposed
Public Works Director	Unclassified	N/A	.20	.10
Foreman	3,568 to 3,903	16	1.00	.50
Maintenance 3	3,448 to 3,771	15	.50	1.00
Maintenance 2	3,108 to 3,399	12	1.25	.75

TOTAL 2.95 2.35

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>2010-11</u>	<u>2011-12</u>	<u>2012-13</u>
Service Line Stop	10	10	20
Sewer Main Stoppages	97	90	90
Customer Taps	19	19	18
Sewer Mains Installed (Footage)	40'	0	0

SANITARY SEWER - DEPARTMENT NO. 35

EXPENDITURES - FUND 02

	ACTUAL 2012-2013	BUDGETED 2013-2014	PROPOSED 2014-2015
PERSONNEL SERVICES			
635-101 SUPERVISION	18,634	15,850	9,325
635-102 CLERICAL	-	-	-
635-104 MAINTENANCE	60,273	108,180	89,170
635-105 LONGEVITY	417	1,040	600
635-106 OVERTIME	9,966	6,035	6,035
635-107 PARTTIME	-	-	-
635-108 FICA EXPENSE	5,291	8,130	6,520
635-109 TMRS EXPENSE	17,341	23,900	17,885
635-110 INSURANCE EXPENSE	15,793	22,485	18,445
635-111 MEDICARE EXPENSE	1,237	1,900	1,525
635-112 ACCRUED COMP. ABSENCES	3,285	-	-
Sub Total	132,237	187,520	149,505
SUPPLIES & MATERIALS			
635-201 OFFICE SUPPLIES	42	100	100
635-204 UNIFORM & CLOTHING	1,778	3,000	2,400
635-205 TIRES & TUBES	180	1,000	200
635-206 MOTOR VEHICLE SUPPLIES	54,353	37,000	55,000
635-207 MINOR TOOLS & APPARATUS	886	1,000	1,000
635-208 JANITORIAL	-	-	-
635-209 CHEMICAL & MECHANICAL SUPPLIES	21	300	300
635-215 OTHER SUPPLIES	129	100	300
Sub Total	57,389	42,500	59,300
MAINTENANCE OF BUILDINGS			
635-304 SEWER LINES	34,001	8,000	36,000
635-306 STORM SEWER	-	-	-
Sub Total	34,001	8,000	36,000
MAINTENANCE OF EQUIPMENT			
635-401 OFFICE EQUIPMENT	-	-	-
635-402 MACHINERY	2,816	3,000	700
635-404 AUTOMOTIVE EQUIPMENT	1,141	600	1,300
635-406 MINOR TOOLS & APPARATUS	3,118	3,100	500
635-407 SOFTWARE MAINTENANCE	153	30	105
Sub Total	7,228	6,730	2,605

	ACTUAL 202-2013	BUDGETED 2013-2014	PROPOSED 2014-2015
MISCELLANEOUS SERVICES			
635-501-01 TELEPHONE	-	-	-
635-501-02 CELLULAR	518	500	500
635-502 RENTAL OF EQUIPMENT	287	400	165
635-503 INSURANCE	5,577	7,000	6,000
635-504 SPECIAL SERVICES	140	500	150
635-505 ADVERTISING EXPENSE	163	-	-
635-506 BUSINESS & TRANSPORTATION	-	1,200	600
635-507 DIESEL FUEL TAX	18	-	-
635-508 FEE BASIS SERVICES	44,573	48,445	58,140
635-510 CONTRACTUAL SERVICES	1,968	200	800
Sub Total	53,244	58,245	66,355
SUNDRY CHARGES			
635-601 TRAINING & EDUCATION	2,668	2,000	2,000
635-602 MEMBERSHIPS & SUBSCRIPTIONS	-	-	-
635-604 WORKER'S COMP.	2,451	18,545	11,000
635-605 UNEMPLOYMENT	2,362	-	-
635-606 FREIGHT EXPENSE	342	-	-
635-607 PRINTING EXPENSE	-	-	-
Sub Total	7,823	20,545	13,000
CAPITAL OUTLAY			
635-804 SEWER SYSTEM IMPROV.	*	-	-
635-807 NEW SEWER SYSTEM	*	-	-
635-901 OFFICE EQUIPMENT	*	-	-
635-902 AUTOMOTIVE EQUIPMENT	*	-	1,400
635-903 MACHINERY	*	-	230,000
635-910 DEPRECIATION	70,894	71,840	92,025
Sub Total	70,894	71,840	92,025
TOTAL BUDGET	\$ 362,816	\$ 395,380	\$ 418,790

* MEMORANDUM ONLY

BUDGET SUMMARY

Fund	Function	Department Number		
Water & Sewer	Wastewater Treatment – Sewage	36		
Expend. Class		Actual 2012-13	Budgeted 2013-14	Proposed 2014-15
Personnel Services		\$ 322,430	\$ 275,790	\$ 248,335
Supplies		57,173	39,450	56,660
Maintenance		161,213	150,145	201,880
Services		298,132	254,695	301,555
Sundry Charges		12,060	8,330	10,650
Depreciation		198,902	194,955	218,090
TOTAL ALL ACCOUNTS		<u>\$1,049,910</u>	<u>\$ 923,365</u>	<u>\$ 1,037,170</u>

PERSONNEL ALLOCATION

Classification	Salary Range	Pay Level	Employees	
			Present	Proposed
Public Works Director	Unclassified	N/A	.00	.10
Superintendent	5,216 to 5,704	27	.50	.00
Foreman	3,568 to 3,903	16	.00	1.00
Plant Operator	3,331 to 3,643	14	3.00	2.00
TOTAL			3.50	3.10

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.

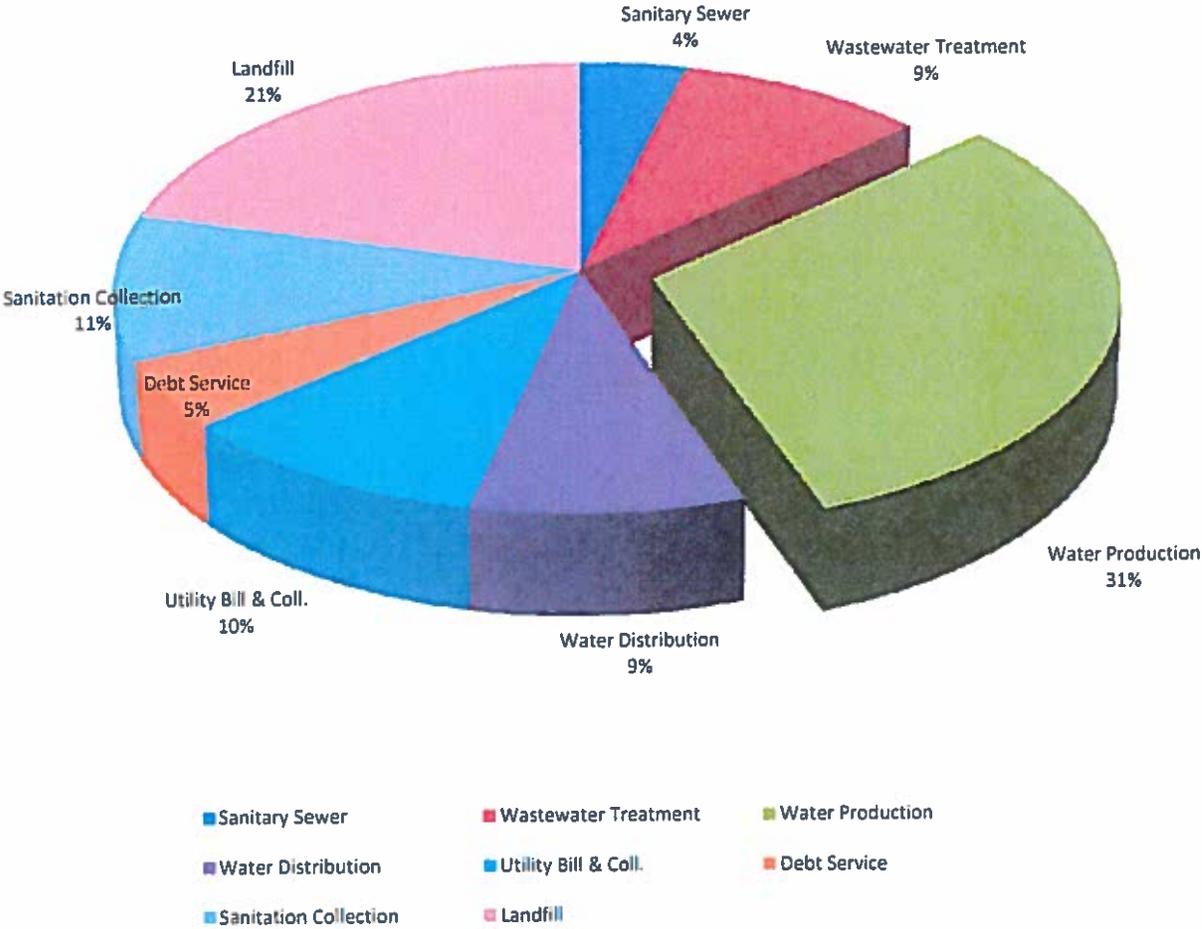
WASTEWATER TREATMENT - DEPARTMENT NO. 36

EXPENDITURES - FUND 02

	ACTUAL 2012-2013	BUDGETED 2013-2014	PROPOSED 2014-2015
PERSONNEL SERVICES			
636-101 SUPERVISION	30,105	32,090	9,335
636-103 OPERATIONS	152,045	122,810	127,585
636-105 LONGEVITY	2,873	3,000	2,770
636-106 OVERTIME	44,141	40,000	40,000
636-108 FICA EXPENSE	13,616	12,270	11,140
636-109 TMRS EXPENSE	45,003	36,075	30,565
636-110 INSURANCE EXPENSE	34,321	26,675	24,335
636-111 MEDICARE EXPENSE	3,184	2,870	2,605
636-112 ACCRUED COMP. ABSENCES	(2,858)	-	-
Sub Total	322,430	275,790	248,335
SUPPLIES & MATERIALS			
636-201 OFFICE SUPPLIES	1,152	2,200	1,300
636-202 FORMS	15	-	-
636-203 SHOP SUPPLIES	4,553	3,000	5,500
636-204 UNIFORM & CLOTHING	2,618	1,650	2,460
636-205 TIRES & TUBES	460	600	1,000
636-206 MOTOR VEHICLE SUPPLIES	7,924	10,000	8,300
636-207 MINOR TOOLS & APPARATUS	874	2,500	600
636-208 JANITORIAL SUPPLIES	2,098	2,500	2,100
636-209 CHEM. & MECH. SUPPLIES	37,399	17,000	35,000
636-210 BOTANICAL & AGRICULTURAL	-	-	-
636-215 OTHER SUPPLIES	79	-	400
Sub Total	57,172	39,450	56,660
MAINTENANCE OF BUILDINGS			
636-301 BUILDINGS & GROUNDS	11,094	8,000	52,000
636-305 SEWAGE TREATMENT PLANT	1,158	4,500	5,000
636-315 OTHER	-	-	-
Sub Total	12,252	12,500	57,000
MAINTENANCE OF EQUIPMENT			
636-401 OFFICE EQUIPMENT	163	40	200
636-402 MACHINERY	2,790	5,000	2,500
636-403 EQUIPMENT	64,912	45,000	45,000
636-404 AUTOMOTIVE EQUIPMENT	9,708	2,500	10,000
636-406 MINOR TOOLS & APPARATUS	-	-	100
636-407 SOFTWARE MAINTENANCE	958	105	1,080
636-422 WASTEWATER SYSTEM EQUIPMENT	70,429	85,000	85,000
636-426 OTHER	-	-	1,000
Sub Total	148,960	137,645	144,880

	ACTUAL 2012-2013	BUDGETED 2013-2014	PROPOSED 2014-205
MISCELLANEOUS SERVICES			
636-501-01 TELEPHONE	1,320	1,400	1,250
636-501-02 CELLULAR	423	475	390
636-501-03 INTERNET	397	365	3,000
636-502 RENTAL OF EQUIPMENT	1,635	2,500	1,075
636-503 INSURANCE	5,427	5,425	7,600
636-504 SPECIAL SERVICES	204	-	-
636-505 ADVERTISING	1,313	150	150
636-506 BUSINESS & TRANSPORTATION	-	1,200	-
636-507 DIESEL FUEL TAX	136	300	-
636-508 FEE BASIS SERVICE	187,447	137,340	187,450
636-510 CONTRACTUAL SERVICES	1,870	2,040	2,040
636-511-01 ELECTRICITY	96,412	102,000	97,000
636-511 GAS	1,548	1,500	1,600
636-512 DATA PROCESSING.	-	-	-
Sub Total	<u>298,132</u>	<u>254,695</u>	<u>301,555</u>
SUNDRY CHARGES			
636-601 TRAINING & EDUCATION	1,839	4,000	4,500
636-602 MEMBERSHIPS & SUBSCRIPTIONS	-	200	200
636-604 WORKER'S COMP.	6,188	3,630	4,300
636-605 UNEMPLOYMENT	-	-	-
636-606 FREIGHT EXPENSE	4,033	500	1,650
636-607 PRINTING EXPENSE	-	-	-
Sub Total	<u>12,060</u>	<u>8,330</u>	<u>10,650</u>
CAPITAL OUTLAY			
636-701 BUILDINGS *	-	-	-
636-804 SEWER SYSTEM IMPROVEMENTS *	-	-	-
636-806 OTHER IMPROVEMENTS *	-	15,000	-
636-901 OFFICE FURNITURE & EQUIP. *	-	-	-
636-902 AUTOMOTIVE EQUIPMENT *	-	-	-
636-903 MACHINERY & OTHER EQUIP. *	-	8,500	54,500
636-910 DEPRECIATION	198,901	194,955	218,090
Sub Total	<u>198,901</u>	<u>194,955</u>	<u>218,090</u>
TOTAL BUDGET	\$ 1,049,907	\$ 923,365	\$ 1,037,170
* MEMORANDUM ONLY			

**ENTERPRISE FUNCTION EXPENSE
Fiscal Year 2015**



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

BUDGET SUMMARY

Fund	Function Treatment	Water	Department Number	
Water & Sewer			74	
	Expend. Class		Actual	Proposed
			2012-13	2013-14
			Proposed	2014-15
	Personnel Services	\$ 307,277	\$ 384,590	\$ 432,385
	Supplies	210,152	399,900	226,800
	Maintenance	188,548	298,450	266,910
	Services	1,870,721	1,723,805	2,024,130
	Sundry Charges	16,963	17,155	19,255
	Depreciation	248,948	255,980	280,800
	TOTAL ALL ACCOUNTS	\$ <u>2,842,609</u>	\$ <u>3,079,880</u>	\$ <u>3,250,280</u>

PERSONNEL ALLOCATION

Classification	Salary Range	Pay Level	Employees	
			Present	Proposed
Public Works Director	Unclassified	N/A	.00	.25
Superintendent	5,216 to 5,704	27	.50	.00
Foreman	3,568 to 3,903	16	.00	1.00
Water Plant Operator	3,331 to 3,643	14	5.00	5.00
TOTAL			5.50	6.25

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.

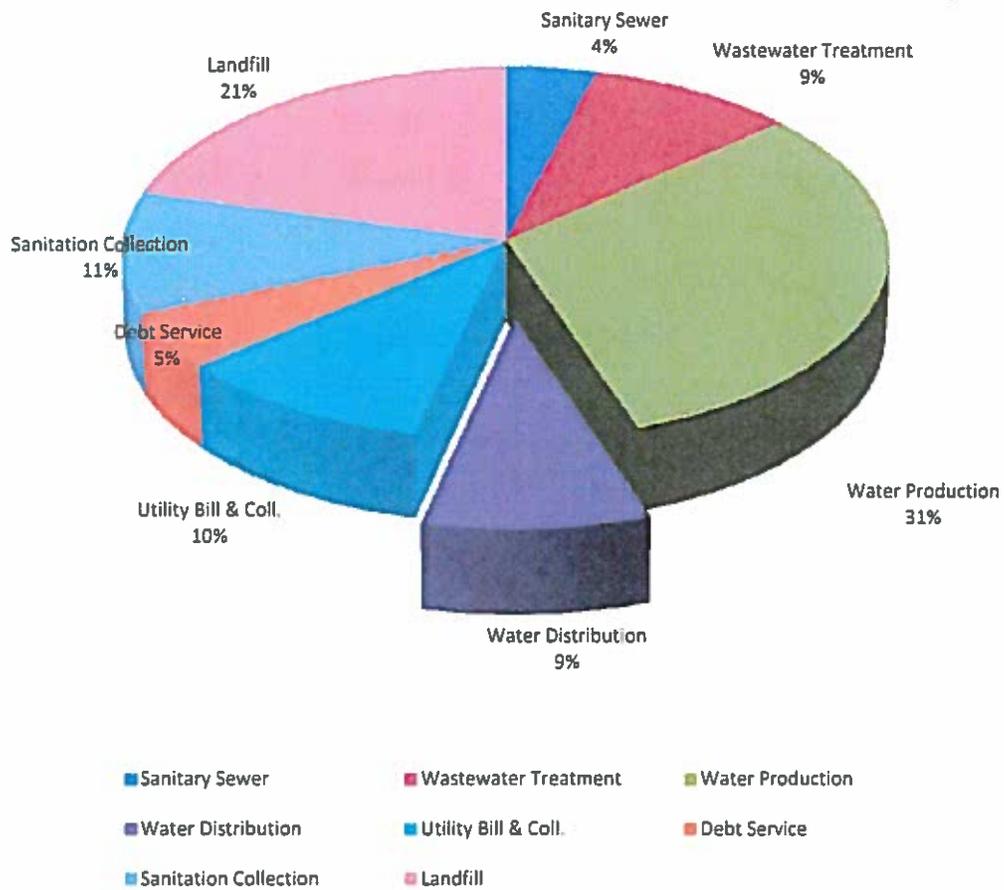
WATER PRODUCTION - DEPARTMENT NO. 74

EXPENDITURES - FUND 02

	ACTUAL 2012-2013	BUDGETED 2013-2014	PROPOSED 2014-2015
PERSONNEL SERVICES			
674-101 SUPERVISION	30,106	32,090	23,350
674-103 OPERATIONS	146,163	198,070	242,030
674-105 LONGEVITY	1,794	2,060	2,110
674-106 OVERTIME	40,126	40,000	40,000
674-108 FICA EXPENSE	12,842	16,880	19,065
674-109 TMRS EXPENSE	42,809	49,625	52,305
674-110 INSURANCE EXPENSE	32,597	41,920	49,065
674-111 MEDICARE EXPENSE	3,003	3,945	4,460
674-112 ACCRUED COMP. ABSENCES	(2,163)	-	-
Sub Total	307,277	384,590	432,385
SUPPLIES & MATERIALS			
674-201 OFFICE SUPPLIES	4,247	4,500	4,500
674-203 SHOP SUPPLIES	6,789	6,000	7,000
674-204 UNIFORM & CLOTHING	3,131	2,500	4,700
674-205 TIRES & TUBES	30	600	-
674-206 MOTOR VEHICLE SUPPLIES	6,166	6,000	6,000
674-207 MINOR TOOLS & APPARATUS	32,429	2,000	2,000
674-208 JANITORIAL SUPPLIES	2,829	3,000	2,300
674-209 CHEM. & MECH. SUPPLIES	154,492	375,000	200,000
674-210 BOTANICAL & AGRICULTURAL	-	-	-
674-215 OTHER SUPPLIES	40	300	300
Sub Total	210,153	399,900	226,800
MAINTENANCE OF BUILDINGS			
674-301 BUILDINGS & GROUNDS	30,378	37,000	40,000
674-303 WATER PLANT	10,427	4,800	10,000
674-307 STAND PIPE, RESRV.& STRG.TANKS	-	-	-
674-314 WATER TOWER & TANKS	59,133	75,000	75,000
Sub Total	99,938	116,800	125,000
MAINTENANCE OF EQUIPMENT			
674-401 OFFICE EQUIPMENT	-	40	-
674-402 MACHINERY	28	1,000	500
674-403 EQUIPMENT	19,372	20,000	23,000
674-404 AUTOMOTIVE EQUIPMENT	1,645	150	1,000
674-405 SHOP EQUIPMENT	71	-	200
674-406 MINOR TOOLS & EQUIPMENT	-	230	-
674-407 SOFTWARE MAINTENANCE	1,001	230	2,210
674-422 WATER SYSTEM EQUIPMENT	66,492	160,000	115,000
Sub Total	88,609	181,650	141,910

	ACTUAL 2012-2013	BUDGETED 2013-2014	PROPOSED 2014-2015
MISCELLANEOUS SERVICES			
674-501 COMMUNICATION	-	-	-
674-501-01 TELEPHONE	3,679	3,500	3,600
674-501-02 CELLULAR	874	850	850
674-501-03 INTERNET	889	560	3,000
674-502 RENTAL OF EQUIPMENT	4,172	1,175	1,125
674-503 INSURANCE	19,082	19,080	27,000
674-504 SPECIAL SERVICES	44	-	-
674-505 ADVERTISING	84	-	-
674-506 BUSINESS & TRANSPORTATION	13	2,000	-
674-507 DIESEL FUEL TAX	-	-	-
674-508 FEE BASIS SERVICES	411,985	432,380	451,655
674-510 CONTRACUAL SERVICES	1,265	1,260	900
674-511-01 ELECTRICITY	97,238	98,000	96,000
674-511-02 GAS	38	-	-
674-512 DATA PROCESSING	-	-	-
674-516 COST OF WATER (CRMWD)	1,331,359	1,165,000	1,440,000
Sub Total	1,870,722	1,723,805	2,024,130
SUNDRY CHARGES			
674-601 TRAINING & EDUCATION	333	3,500	3,500
674-602 MEMBERSHIPS & SUBSCRIP.	108	200	200
674-604 WORKER'S COMP.	5,857	8,055	8,055
674-605 UNEMPLOYMENT	-	-	-
674-606 FREIGHT EXPENSE	10,665	3,000	7,500
674-607 PRINTING EXPENSE	-	2,400	-
Sub Total	16,963	17,155	19,255
CAPITAL OUTLAY			
674-806 BUILDING @ PRISON BOOSTER *	-	-	-
674-901 OFFICE EQUIPMENT *	-	900	-
674-902 AUTOMOTIVE EQUIPMENT *	-	137,500	-
674-903 OTHER EQUIPMENT *	-	-	178,500
674-910 DEPRECIATION	248,948	255,980	280,800
Sub Total	248,948	255,980	280,800
TOTAL BUDGET	\$ 2,842,610	\$ 3,079,880	\$ 3,250,280
* MEMORANDUM ONLY			

ENTERPRISE FUNCTION EXPENSE Fiscal Year 2015



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	
Water & Sewer			75	
	Expend. Class		Actual	Budgeted
			2012-13	2013-14
			Proposed	2014-15
	Personnel Services		\$ 132,236	\$ 189,990
	Supplies		78,186	64,220
	Maintenance		140,668	147,130
	Services		113,566	141,395
	Sundry Charges		7,926	20,825
	Depreciation		281,078	301,400
	TOTAL ALL ACCOUNTS		\$ 753,660	\$ 864,960
			\$ 890,550	

PERSONNEL ALLOCATION

Classification	Salary Range	Pay Level	Employees	
			Present	Proposed
Public Works Director	Unclassified	N/A	.20	.10
Foreman	3,568 to 3,903	16	1.00	.50
Maintenance 3	3,448 to 3,771	15	.50	1.00
Maintenance 2	3,108 to 3,399	12	1.25	.75

TOTAL 2.95 2.35

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>2010-11</u>	<u>2011-12</u>	<u>2012-13</u>
1. Service Lines Repaired	88	80	70
2. Main Lines Repaired	82	40	60
3. Fire Hydrants Repaired	0	2	0
4. Fire Hydrants Replaced	4	2	2
5. Valve Boxes Replaced	2	2	10
6. Customer Taps	38	24	23

WATER DISTRIBUTION - DEPARTMENT NO. 75

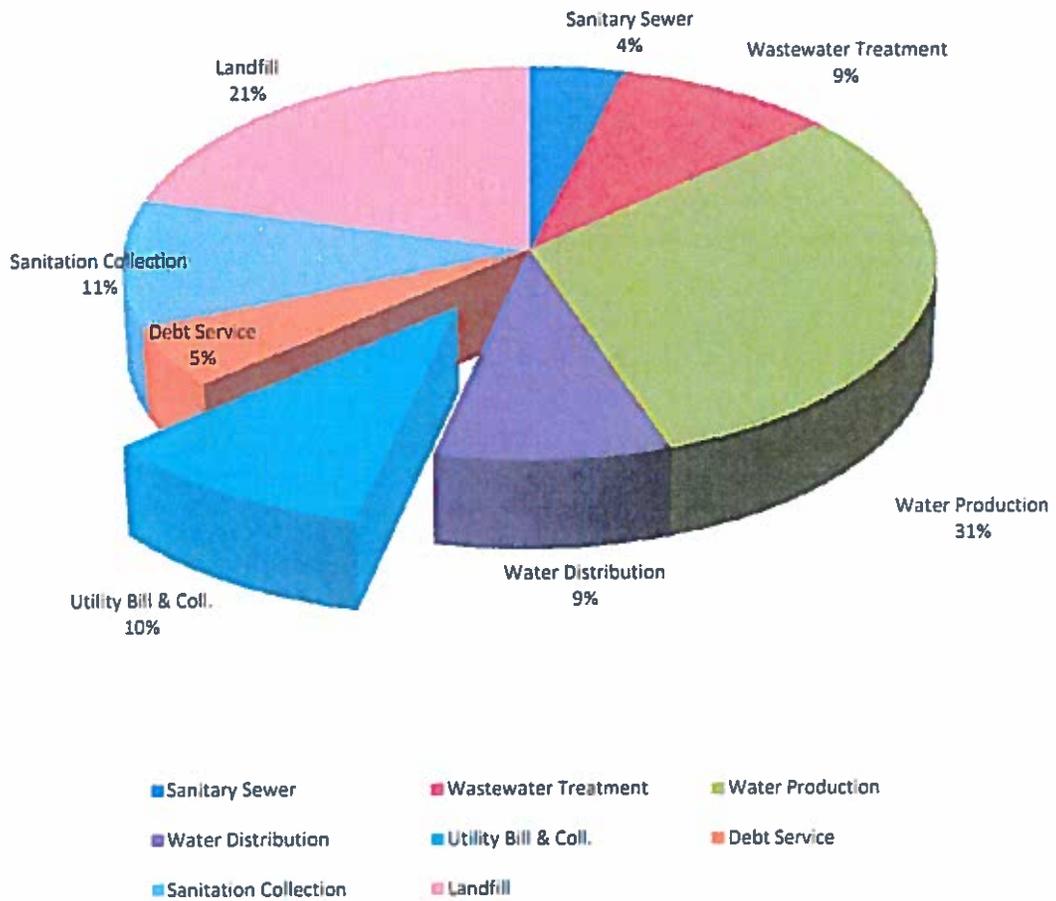
EXPENDITURES - FUND 02

	ACTUAL 2012-2013	BUDGETED 2013-2014	PROPOSED 2014-2015
PERSONNEL SERVICES			
675-101 SUPERVISION	18,634	15,850	9,325
675-102 CLERICAL	-	-	-
675-103 OPERATIONS	-	-	-
675-104 MAINTENANCE	60,273	108,180	89,150
675-105 LONGEVITY	417	1,040	600
675-106 OVERTIME	9,967	8,000	8,000
675-107 PART-TIME	-	-	-
675-108 FICA EXPENSE	5,290	8,250	6,640
675-109 TMRS EXPENSE	17,340	24,260	18,210
675-110 INSURANCE EXPENSE	15,792	22,480	18,445
675-111 MEDICARE	1,237	1,930	1,555
675-112 ACCRUED COMP. ABSENCES	3,285	-	-
Sub Total	132,235	189,990	151,925
SUPPLIES & MATERIALS			
675-201 OFFICE SUPPLIES	34	500	100
675-202 FORMS	15	-	-
675-204 UNIFORM & CLOTHING	3,346	3,500	2,400
675-205 TIRES & TUBES	611	3,000	1,000
675-206 MOTOR VEHICLE SUPPLIES	71,363	52,000	72,000
675-207 MINOR TOOLS & APPARATUS	2,243	3,000	1,600
675-208 JANITORIAL SUPPLIES	-	120	120
675-209 CHEM. & MECH. SUPPLIES	483	2,000	-
675-215 OTHER SUPPLIES	90	100	100
Sub Total	78,185	64,220	77,320
MAINTENANCE OF BUILDINGS			
675-301 BUILDINGS & GROUNDS	1,897	-	3,000
675-304 WATER LINES	33,981	70,000	70,000
675-307 STAND PIPE, RESERVOIRS & STRG.	-	-	-
675-308 STREETS AND ALLEYS	4,388	45,000	25,000
675-314 WATER TOWERS & TANKS	1	-	-
Sub Total	40,267	115,000	98,000
MAINTENANCE OF EQUIPMENT			
675-401 OFFICE EQUIPMENT	-	-	-
675-402 MACHINERY	2,346	2,500	2,500
675-403 EQUIPMENT	661	1,500	1,000
675-404 AUTOMOTIVE EQUIPMENT	12,768	8,000	16,000
675-406 MINOR TOOLS & APPARATUS	23	-	-
675-407 SOFTWARE MAINTENANCE	368	30	105
675-411 RADIO INSTALLATION	-	100	100
675-422 WATER SYSTEM EQUIPMENT	79,322	20,000	78,000
675-425 METERS & SETTINGS	4,913	-	-
675-426 OTHER	-	-	-
Sub Total	100,401	32,130	97,705

	ACTUAL 2012-2013	BUDGETED 2013-2014	PROPOSED 2014-2015
MISCELLANEOUS SERVICES			
675-501-01 TELEPHONE	-	-	-
675-501-02 CELLULAR	633	700	600
675-502 RENTAL OF EQUIPMENT	593	700	165
675-503 INSURANCE	2,939	3,315	3,800
675-504 SPECIAL SERVICES	197	900	200
675-505 ADVERTISING	238	-	-
675-506 BUSINESS & TRANSPORTATION	-	2,000	-
675-507 DIESEL FUEL TAX	361	350	-
675-508 FEE BASIS SERVICES	91,871	110,065	117,145
675-510 CONTRACTUAL SERVICES	-	365	-
675-511-01 ELECTRICITY	16,734	23,000	16,500
675-511-02 GAS	-	-	-
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Sub Total	113,566	141,395	138,410
SUNDRY CHARGES			
675-601 TRAINING & EDUCATION	1,770	2,000	2,300
675-602 MEMBERSHIPS & SUBSCRIPTIONS	-	100	-
675-603 WATER CONSERVATION REQUIREMENT	-	-	-
675-604 WORKER'S COMP.	2,847	18,545	12,000
675-605 UNEMPLOYMENT	2,362	-	-
675-606 FREIGHT EXPENSE	948	180	700
675-608 BAD DEBT/CHARGE OFFS	-	-	-
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Sub Total	7,927	20,825	15,000
CAPITAL OUTLAY			
675-701 BUILDINGS	-	-	-
675-803 WATER SYSTEM IMPROV.	-	100,000	100,000
675-809 NEW WATER LINES	-	-	-
675-902 AUTOMOTIVE EQUIPMENT	-	165,000	15,000
675-903 MACHINERY & OTHER EQUIP.	-	7,900	87,200
675-910 DEPRECIATION	281,078	301,400	312,190
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Sub Total	281,078	301,400	312,190
TOTAL BUDGET	\$ 753,659	\$ 864,960	\$ 890,550

* MEMORANCUM ONLY

ENTERPRISE FUNCTION EXPENSE Fiscal Year 2015



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

BUDGET SUMMARY

Fund	Function	Department Number		
	Billings & Collections – Utility	76		
Water & Sewer				
Expend. Class		Actual	Budgeted	Proposed
		2012-13	2013-14	2014-15
Personnel Services		\$ 326,151	\$ 368,190	\$ 373,485
Supplies		29,622	34,200	43,600
Maintenance		69,800	63,430	101,825
Services		141,446	145,150	174,695
Sundry Charges		4,412	34,940	38,100
Depreciation		360,556	364,085	361,035
TOTAL ALL ACCOUNTS		\$ 931,987	\$ 1,009,995	\$ 1,092,740

PERSONNEL ALLOCATION

Classification	Salary Range	Pay Level	Employees	
			Present	Proposed
Administrator	5,035 to 5,506	26	1.00	1.00
Senior Clerk	3,959 to 4,330	19	1.00	1.00
Foreman	3,568 to 3,903	16	1.00	1.00
Meter Reader and Repairman (2)	3,000 to 3,281	11	1.00	1.00
Clerk	2,903 to 3,175	10	2.00	2.00
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.

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.

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.

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.

Indicators

	<u>Actual</u> <u>2010-11</u>	<u>Actual</u> <u>2011-12</u>	<u>Actual</u> <u>2012-13</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	99.6%	99.4%	99.5%
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	5	64	103
6. New meters set	18	12	29
7. Meters repaired	0	29	32
8. Meter boxes repaired	15	16	19
9. Flush lines	11	4	5
10. Pressure test	10	6	16
11. Pulled meters	158	14	24
12. Repair water leaks	56	12	14

UTILITY OFFICE - DEPARTMENT NO. 76

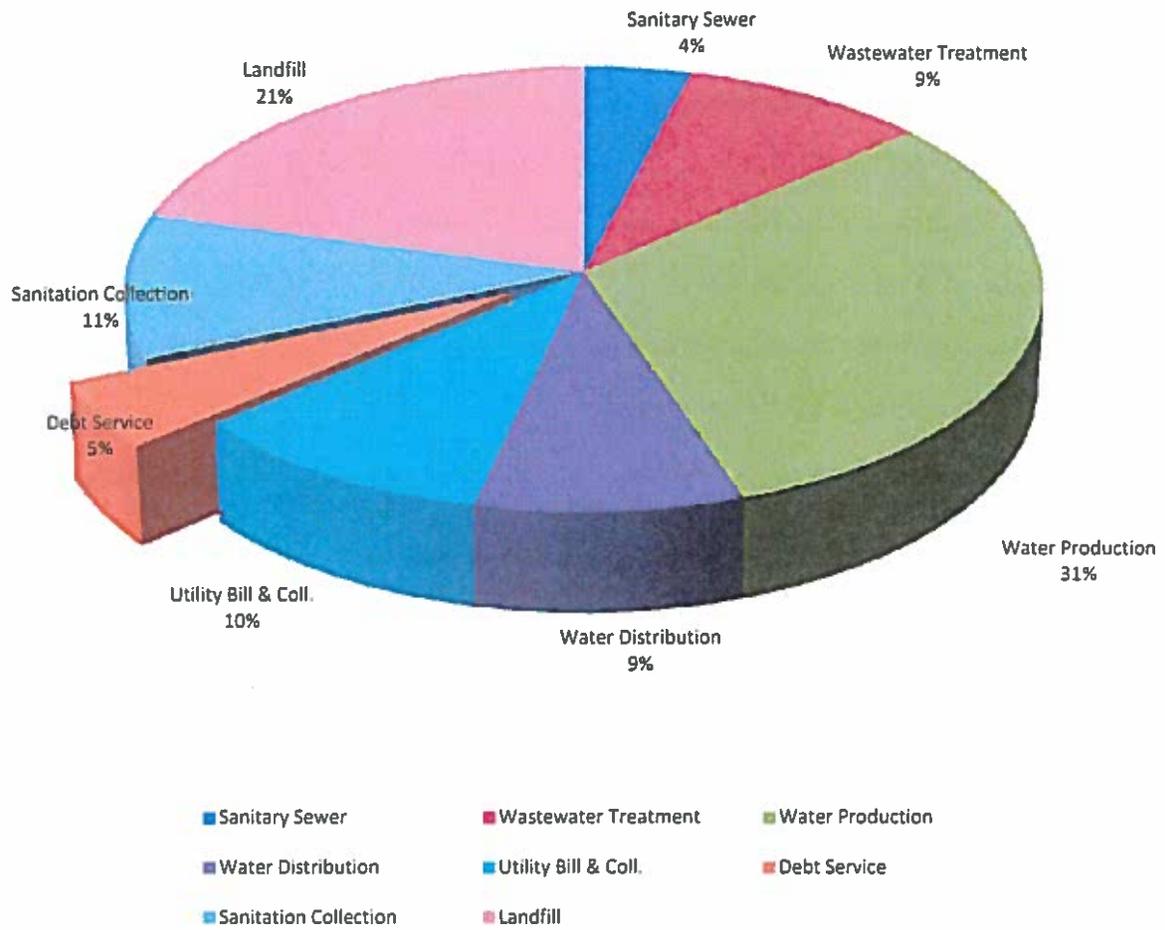
EXPENDITURES - FUND 02

	ACTUAL 2012-2013	BUDGETED 2013-2014	PROPOSED 2014-2015
PERSONNEL SERVICES			
676-101 SUPERVISION	58,200	61,970	62,880
676-102 CLERICAL	95,150	115,440	117,180
676-103 OPERATIONS	65,150	76,620	78,815
676-104 MAINTENANCE	-	-	-
676-105 LONGEVITY	1,735	1,785	1,945
676-106 OVERTIME	282	350	1,000
676-107 PART-TIME	-	-	-
676-108 FICA EXPENSE	13,255	15,880	16,235
676-109 TMRS EXPENSE	43,639	46,700	44,535
676-110 INSURANCE EXPENSE	41,290	45,730	47,100
676-111 MEDICARE	3,100	3,715	3,795
676-112 ACCRUED COMP. ABSENCES	4,349	-	-
Sub Total	326,150	368,190	373,485
SUPPLIES & MATERIALS			
676-201 OFFICE SUPPLIES	20,284	21,000	26,000
676-202 FORMS	1,477	2,500	7,500
676-204 UNIFORM & CLOTHING	661	500	1,000
676-205 TIRES & TUBES	217	550	800
676-206 MOTOR VEHICLE SUPPLIES	5,757	9,000	7,500
676-207 MINOR TOOLS & APPARATUS	1,001	350	500
676-208 JANITORIAL SUPPLIES	171	200	200
676-215 OTHER SUPPLIES	54	100	100
Sub Total	29,622	34,200	43,600
MAINTENANCE OF BUILDINGS			
676-301 BUILDINGS & GROUNDS	497	200	200
Sub Total	497	200	200
MAINTENANCE OF EQUIPMENT			
676-401 OFFICE EQUIPMENT	1,167	1,430	-
676-403 EQUIPMENT	13,668	17,500	16,595
676-404 AUTOMOTIVE EQUIPMENT	-	600	600
676-406 MINOR TOOLS & APPARATUS	-	100	100
676-407 SOFTWARE MAINTENANCE	14,377	13,500	14,230
676-411 RADIO INSTALLATION	-	100	100

	ACTUAL 2011-2012	BUDGETED 2012-2013	PROPOSED 2013-2014
676-425 METERS AND SETTINGS	40,091	30,000	70,000
Sub Total	69,303	63,230	101,625
MISCELLANEOUS SERVICES			
676-501-01 TELEPHONE	1,544	1,510	1,500
676-501-02 CELLULAR	1,511	2,525	1,900
676-501-03 INTERNET	1,338	1,125	1,425
676-502 RENTAL OF EQUIPMENT	2,324	1,020	4,355
676-503 INSURANCE	1,113	1,150	1,500
676-504 SPECIAL SERVICES	9,370	7,900	9,300
676-505 ADVERTISING	712	2,000	1,000
676-506 BUSINESS & TRANSPORTATION	-	1,500	2,000
676-508 FEE BASIS SERVICES	116,972	118,520	144,115
676-510 CONTRACTUAL SERVICES	94	100	100
676-511-01 ELECTRICITY	6,119	7,500	7,000
676-511-02 GAS	351	300	500
676-512 DATA PROCESSING	-	-	-
Sub Total	141,448	145,150	174,695
SUNDRY CHARGES			
676-601 TRAINING & EDUCATION	211	200	-
676-602 MEMBERSHIPS & SUBSCRIP.	-	200	-
676-603 WATER CONSV.REQUIREMENTS	-	-	250
676-604 WORKER'S COMP.	3,581	3,445	3,750
676-605 UNEMPLOYMENT	-	-	-
676-606 FREIGHT EXPENSE	546	750	750
676-607 PRINTING EXPENSE	-	345	350
676-608 BAD DEBT EXPENSE	74	30,000	33,000
Sub Total	4,412	34,940	38,100
CAPITAL OUTLAY			
676-901 OFFICE EQUIPMENT *	-	9,700	4,110
676-902 AUTOMOTIVE EQUIPMENT *	-	-	-
676-903 MACHINERY & EQUIPMENT *	-	4,200	-
676-910 DEPRECIATION	360,556	364,085	361,035
Sub Total	360,556	364,085	361,035
TOTAL BUDGET	\$ 931,988	\$ 1,009,995	\$ 1,092,740

* MEMORANDUM ONLY

ENTERPRISE FUNCTION EXPENSE Fiscal Year 2015



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

BUDGET SUMMARY

Fund	Function	Department Number		
		78		
		Debt Service		
Water & Sewer				
	Expend. Class	Actual 2012-13	Budgeted 2013-14	Proposed 2014-15
	Principal Combination Tax & Surplus Revenue 2010	\$ 255,000	\$ 260,000	\$ 275,000
	Interest Combination Tax & Surplus Revenue 2010	16,215	11,115	5,915
	Principal Certificate of Obligation 2003	335,000	-	-
	Interest Certificate of Obligation 2003	6,070	-	-
	Principal Certificate of Obligation 2010	195,000	205,000	210,000
	Interest Certificate of Obligation 2010	102,102	94,105	87,115
	Principal Energy & Water Conservation Project	40,245	166,985	171,725
	Interest Energy & Water Conservation Project	84,185	81,880	77,140
	Principal Combination Tax & Surplus Revenue 2013	-	-	-
	Interest Combination Tax & Surplus Revenue 2013	-	-	315,920
	TOTAL ALL ACCOUNTS	<u>\$1,033,817</u>	<u>\$ 819,085</u>	<u>\$1,142,815</u>

These certificates of obligation are to pay for the renovation of the water treatment plant and have been refunded by Combination Tax & Surplus Revenue Bonds.

Combination Tax & Surplus Revenue Bonds
 Certificates of Obligation
 Series 2010 \$1,340,000
 Last payment 9-01-2015

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
Last payment 9-30-2034

\$9,000,000

CITY OF SNYDER, TEXAS
INTERNAL SERVICE FUNDS

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

2014-2015 BUDGET

	2011-2012 Actual	2012-2013 Actual	2013-2014 Budget	2014-2015 Proposed Budget
Operating Revenues:				
Billings to Departments-Insurance	614,449	-	-	-
Billings to Departs.-Garage	333,779	402,045	353,480	451,185
Miscellaneous	8,662	4,251	430,000	7,000
Total Oper. Revenues	956,890	406,296	783,480	458,185
Operating Expenses:				
Personnel Services	50,011	61,140	16,155	68,655
Supplies	253,773	300,638	300,400	329,750
Maintenance	8,618	16,722	9,685	3,535
Services	41,482	17,524	20,800	23,405
Sundry Charges	899	1,210	2,640	2,550
Depreciation	5,722	9,042	13,800	30,290
Premiums	619,663	-	-	-
Claims	371,658	275,436	420,000	-
Total Oper. Expenses	1,351,826	681,712	783,480	458,185
Operating Income or (Loss)	(394,936)	(275,416)	-	-
Non-Oper. Revenues:				
Interest Income	839	225	1,000	-
(Loss) on Sale of Asset	-	-	-	-
Total Non-Oper.	839	225	1,000	-
Net Income (Loss)	\$ (394,097)	\$ (275,191)	\$ 1,000	\$ -
Cash and Cash Equ	964,127	348,292	(261,259)	(280,159)
Cash Flows from Operating Activities				
Cash Flows from Operating Activities	(586,352)	(586,352)	-	-
Cash Flows from Interfund Loans	-	-	-	-
Cash Flows from Capital Activities	(30,322)	(24,038)	(19,900)	(303,400)
Cash Flows from Investing Activities	839	839	1,000	-
Net Increase or (Decrease) in Cash	(615,835)	(609,551)	(18,900)	(303,400)
Cash and Cash Equivalents E-O-Y	348,292	(261,259)	(280,159)	(583,559)

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

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

2014-2015 BUDGET

	2011-2012 Actual	2012-2013 Actual	2013-2014 Budget	2014-2015 Proposed Budget
Operating Revenues:				
Billings to Departments	333,779	402,045	353,480	451,185
Miscellaneous	2,754	4,251	10,000	7,000
Gain/Loss on sale of asset	-	-	-	-
Total Oper. Revenues	336,533	406,296	363,480	458,185
Operating Expenses:				
Personnel Services	50,011	61,140	16,155	68,655
Supplies	253,773	300,638	300,400	329,750
Maintenance	8,618	16,722	9,685	3,535
Services	17,510	17,524	20,800	23,405
Sundry Charges	899	1,210	2,640	2,550
Depreciation	5,722	9,042	13,800	30,290
Total Oper. Expenses	336,533	406,276	363,480	458,185
Operating Income or (Loss)	-	20	-	-
Non-Oper. Revenues:				
Gain on Sale of Asset	-	-	-	-
Total Non-Oper.	-	-	-	-
Net Income (Loss)	\$ -	\$ 20	\$ -	\$ -
Cash and Cash Equivalents B-O-Y	-	(56,037)	(56,575)	(76,475)
Cash Flows from Operating Activities	(25,715)	23,500	-	-
Cash Flows from Interfund Loans	-	-	-	-
Cash Flows from Capital Activities	(30,322)	(24,038)	(19,900)	(303,400)
Cash Flows from Investing Activities	-	-	-	-
Net Increase or (Decrease) in Cash	(56,037)	(538)	(19,900)	(303,400)
Cash and Cash Equivalents E-O-Y	(56,037)	(56,575)	(76,475)	(379,875)

**CITY OF SNYDER, TEXAS
INTERNAL SERVICE FUND
SELF INSURANCE**

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

2014-2015 BUDGET

	<u>2011-2012 Actual</u>	<u>2012-2013 Actual</u>	<u>2013-2014 Budget</u>	<u>2014-2015 Proposed Budget</u>
Operating Revenues:				
Billings to Departments-Health	614,449	-	-	-
Billings to Departs.-Worker's Comp	-	-	420,000	-
Miscellaneous	5,908	-	-	-
	<u>620,357</u>	<u>-</u>	<u>420,000</u>	<u>-</u>
Operating Expenses:				
Administrative Fees	23,972	-	-	-
Premiums	619,663	-	-	-
Claims	371,658	275,436	420,000	-
Total Oper. Expenses	<u>1,015,293</u>	<u>275,436</u>	<u>420,000</u>	<u>-</u>
Operating Income or (Loss)	<u>(394,936)</u>	<u>(275,436)</u>	<u>-</u>	<u>-</u>
Non-Oper. Revenues:				
Interest Income	839	225	1,000	-
Total Non-Oper.	<u>839</u>	<u>225</u>	<u>1,000</u>	<u>-</u>
Net Income (Loss)	<u>\$ (394,097)</u>	<u>\$ (275,211)</u>	<u>\$ 1,000</u>	<u>\$ -</u>
Cash and Cash Equivalents B-O-Y	964,127	404,329	125,270	126,270
Cash Flows from Operating Activities	(560,637)	(279,284)	-	-
Cash Flows from Interfund Loans	-	-	-	-
Cash Flows from Capital Activities	-	-	-	-
Cash Flows from Investing Activities	839	225	1,000	-
Net Increase or (Decrease) in Cash	(559,798)	(279,059)	1,000	-
Cash and Cash Equivalents E-O-Y	404,329	125,270	126,270	126,270

BUDGET SUMMARY

Fund	Function	Department Number		
		80		
		Central Garage		
Intergovernmental				
	Expend. Class	Actual	Budgeted	Proposed
		2012-13	2013-14	2014-15
	Personnel Services	\$ 61,139	\$ 16,155	\$ 68,655
	Supplies	300,640	300,400	329,750
	Maintenance	16,721	9,685	3,535
	Services	17,526	20,800	23,405
	Sundry Charges	1,209	2,640	2,550
	Depreciation	9,042	13,800	30,290
	TOTAL ALL ACCOUNTS	\$ 406,277	\$ 363,480	\$ 458,185

PERSONNEL ALLOCATION

Classification	Salary Range	Pay Level	Employees	
			Present	Proposed
Inventory Foreman	3,568 to 3,903	16	.25	1.00

TOTAL .25 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 2012-2013	BUDGETED 2013-2014	PROPOSED 2014-2015
PERSONNEL SERVICES			
680-102 CLERICAL	-	-	-
680-103 OPERATIONS	40,795	10,980	45,755
680-104 MAINTENANCE	-	-	-
680-105 LONGEVITY	808	245	1,020
680-106 OVERTIME	1,657	95	2,000
680-107 PART-TIME	-	-	-
680-108 FICA EXPENSE	2,688	700	3,025
680-109 TMRS EXPENSE	8,530	2,065	8,300
680-110 INSURANCE EXPENSE	6,260	1,905	7,850
680-111 MEDICARE EXPENSE	629	165	705
680-112 ACCRUED COMP. ABSENCES	(226)	-	-
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Sub Total	61,141	16,155	68,655
SUPPLIES & MATERIALS			
680-201 OFFICE SUPPLIES	434	1,650	500
680-202 FORMS	15	-	-
680-203 SHOP SUPPLIES	593	2,600	600
680-204 UNIFORM & CLOTHING	997	500	1,100
680-205 TIRES & TUBES	282	-	-
680-206 MOTOR VEHICLE SUPPLIES	415	700	700
680-207 PARTS PURCHASED	174	1,000	300
680-208 JANITORIAL SUPPLIES	1,565	2,000	1,600
680-209 CHEMICAL & MECH. SUPPLIES	455	450	450
680-212 GAS PURCHASED	116,838	116,000	130,000
680-213 DIESEL PURCHASED	164,380	143,000	162,000
680-214 OIL PURCHASED	9,124	16,000	16,000
680-215 OTHER SUPPLIES	258	2,500	2,500
680-216 TIRE PURCHASES	5,109	14,000	14,000
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Sub Total	300,639	300,400	329,750
MAINTENANCE OF BUILDINGS			
680-301 BUILDINGS & GROUNDS	12,807	3,500	2,000
	<hr/>	<hr/>	<hr/>
Sub Total	12,807	3,500	2,000
MAINTENANCE OF EQUIPMENT			
680-401 OFFICE EQUIPMENT	-	100	-
680-403 EQUIPMENT	407	-	-
680-404 AUTOMOTIVE EQUIPMENT	827	-	-
680-405 SHOP EQUIPMENT	156	4,000	300
680-406 MINOR TOOLS & APPARATUS	-	-	-
680-407 SOFTWARE MAINTENANCE	2,525	2,085	1,235

	ACTUAL 2012-2013	BUDGETED 2013-2014	2014-2015
680-411 RADIO EQUIPMENT	-	-	-
Sub Total	3,915	6,185	1,535
MISCELLANEOUS SERVICES			
680-501 COMMUNICATION	-	-	-
680-501-01 TELEPHONE	2,548	2,900	2,400
680-502 CELLULAR	265	900	600
680-501-03 INTERNET	922	1,000	3,000
680-502 RENTAL OF EQUIPMENT	701	1,200	1,055
680-503 INSURANCE	1,795	2,200	3,800
680-504 SPECIAL SERVICES	75	-	-
680-506 BUSINESS & TRANSPORTATION	-	1,200	-
680-507 DIESEL FUEL TAX	-	-	-
680-508 FEE BASIS SERVICES	1,110	1,100	1,100
680-510 CONTRACTUAL SERVICES	277	300	250
680-511-01 ELECTRICITY	3,945	4,000	4,000
680-511-02 GAS	5,886	6,000	7,200
680-512 DATA PROCESSING	-	-	-
Sub Total	17,524	20,800	23,405
SUNDRY CHARGES			
680-601 TRAINING & EDUCATION	13	2,000	1,000
680-604 WORKER'S COMP.	1,117	540	1,450
680-605 UNEMPLOYMENT	-	-	-
680-606 FREIGHT EXPENSE	80	100	100
680-607 PRINTING EXPENSE	-	-	-
Sub Total	1,210	2,640	2,550
CAPITAL OUTLAY			
680-701 BUILDINGS *	-	-	300,000
680-801 BETTERMENTS TO LAND *	-	-	-
680-812 OTHER IMPROVEMENTS *	-	-	-
680-901 OFFICE EQUIPMENT *	-	-	1,400
680-902 AUTOMOTIVE EQUIPMENT *	-	-	-
680-903 MACHINERY & OTHER EQUIP. *	-	-	2,000
680-910 DEPRECIATION	9,042	13,800	30,290
Sub Total	9,042	13,800	30,290
TOTAL BUDGET	\$ 406,278	\$ 363,480	\$ 458,185

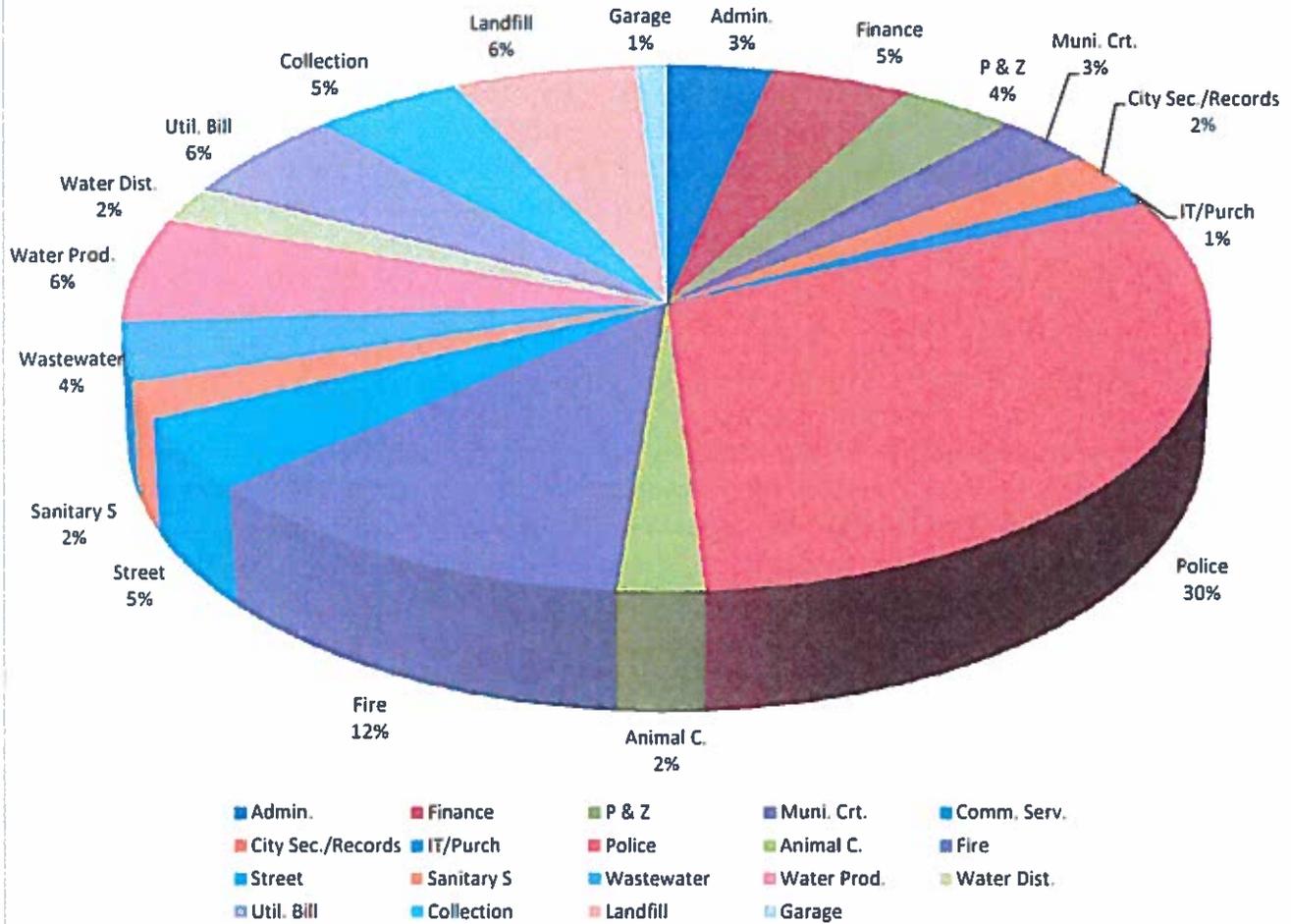
* MEMORANDUM ONLY

PAY PLAN
ADOPTED BY COUNCIL OCTOBER 1, 1999

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

- **Personnel Schedule for 2014-2015 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 2014 - 2015



Description: This pie chart highlights the allocation among all departments for the personnel cost for Fiscal Year 2014 - 2015

**PERSONNEL SCHEDULE
2014-2015 BUDGET**

PAY GRADE	POSITION	ACTUAL 2012-2013	ACTUAL 2013-2014	BUDGET 2014-2015
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
22	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	1.00	2.00	2.00
		<u>2.00</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	1.00	1.00
10	Clerk	1.00	0.00	0.00
14	Clerk 2	0.00	1.00	1.00
		<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	8.00	9.00	12.00
19	Senior Clerk	1.00	1.00	1.00
13	Secretary/Receptionist	1.00	1.00	1.00
10	Clerk	0.00	0.00	1.00
		<u>22.00</u>	<u>23.00</u>	<u>27.00</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/Captain	1.00	0.00	0.00
26	Deputy Fire Marshall/Arson Investigator	0.00	1.00	1.00
23	Deputy Fire Marshall/Deputy EMC	0.00	1.00	1.00
20	Captain	1.00	0.00	0.00
19	Lieutenant	0.00	2.00	2.00
17	Fireman	6.00	5.00	5.00
17	Emerg Mgt Asst/Fireman	1.00	0.00	0.00
		<u>10.00</u>	<u>10.00</u>	<u>10.00</u>
STREET (Dept. 25)				
Unclassified	Public Works Director	0.00	0.20	0.10
27	Superintendent	0.25	0.00	0.00
16	Foreman	0.00	0.50	0.50
12	Maintenance 2	2.00	2.25	2.25
15	Maintenance 3	2.00	1.00	2.00
		<u>4.25</u>	<u>3.95</u>	<u>4.85</u>
SANITATION/COLLECTION (Dept. 30)				
Unclassified	Public Works Director	0.00	0.20	0.10
27	Superintendent	0.25	0.00	0.00
16	Foreman	0.00	0.25	0.50
12	Driver Operator	5.00	5.00	5.00
7	Maintenance 2	0.00	0.25	0.25
		<u>5.25</u>	<u>5.70</u>	<u>5.85</u>
SANITATION/LANDFILL (Dept. 31)				
Unclassified	Public Works Director	0.00	0.20	0.25
27	Superintendent	1.00	0.00	0.00
16	Foreman	0.00	1.00	1.00
15	Heavy Equipment Operator	4.00	3.00	3.00
19	Senior Clerk	1.00	1.00	1.00
		<u>6.00</u>	<u>5.20</u>	<u>5.25</u>
SANITARY SEWER (Dept. 35)				
Unclassified	Public Works Director	0.00	0.20	0.10
27	Superintendent	0.25	0.00	0.00
16	Foreman	0.50	1.00	0.50
12	Maintenance 2	1.00	1.25	0.75
15	Maintenance 3	0.50	0.50	1.00
		<u>2.25</u>	<u>2.95</u>	<u>2.35</u>
WASTEWATER TREATMENT-SEWAGE (Dept. 36)				
Unclassified	Public Works Director	0.00	0.00	0.10
27	Superintendent	0.50	0.50	0.00
16	Foreman	0.00	0.00	1.00
14	Plant Operator	4.00	3.00	2.00
		<u>4.50</u>	<u>3.50</u>	<u>3.10</u>
TREATMENT - WATER (Dept. 74)				
Unclassified	Public Works Director	0.00	0.00	0.25
27	Superintendent	0.50	0.50	0.00
16	Foreman	0.00	0.00	1.00
14	Water Plant Operator	4.00	5.00	5.00
		<u>4.50</u>	<u>5.50</u>	<u>6.25</u>

DISTRIBUTION - WATER (Dept. 75)

Unclassified	Public Works Director	0.00	0.20	0.10
27	Superintendent	0.25	0.00	0.00
16	Foreman	0.50	1.00	0.50
12	Maintenance 2	1.00	1.25	0.75
15	Maintenance 3	0.50	0.50	1.00
		<u>2.25</u>	<u>2.95</u>	<u>2.35</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	1.00	1.00
10	Clerk	2.00	2.00	2.00
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	0.25	1.00
		<u>1.00</u>	<u>0.25</u>	<u>1.00</u>

TOTAL

<u>85.00</u>	<u>87.00</u>	<u>92.00</u>
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**POSITIONS, LEVELS, BASE AND MAXIMUM SALARY
FOR THE FISCAL YEAR 2014-2015**

TITLE	LEVEL	BASE	MAXIMUM SALARY	INCENTIVE PAY
ADMINISTRATOR/DEPT. HEAD	26	5035	5506	
ANIMAL CONTROL OFFICER	11	3000	3281	(*)
CITY SECRETARY/RECORDS MANAGEMENT CLERK	26	5035	5506	
CLERK	10	2903	3175	*
CLERK 2	14	3331	3643	
DRIVER/OPERATOR	12	3108	3399	*
FIRE CAPTAIN	20	4098	4482	*
FIREMAN	17	3696	4042	*
FIRE LIEUTENANT	19	3959	4330	*
FIRE MARSHALL, DEPUTY/ARSON INVGT	26	5035	5506	*
FIRE MARSHALL, DEPUTY/DEPUTY EMC	23	4543	4968	
HEAVY EQUIPMENT OPERATOR	15	3448	3771	(*)
HUMAN RESOURCES/RISK MANAGEMENT INSPECTOR	22	4388	4800	
INSPECTOR	26	5035	5506	*
LABORER	7	2617	2862	*
MAINTENANCE 1	7	2617	2862	(*)
MAINTENANCE 2	12	3108	3399	*
MAINTENANCE 3	15	3448	3771	(*)
METER READER/REPRMN.	11	3000	3281	*
PATROLMAN	19	3959	4330	*
PLANT OPERATORS	14	3331	3643	*
POLICE CORPORAL	21	4242	4639	*
POLICE SERGEANT	24	4701	5140	*
POLICE LIEUTENANT	29	5585	6108	*
SECRETARY/RECEPTIONIST	13	3219	3522	*
SENIOR CLERK	19	3959	4330	*
SENIOR SECRETARY	19	3959	4330	*
SUPERINTENDENT	27	5216	5704	*
SUPERVISOR/FOREMAN	16	3568	3903	*

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 1.50% C.O.L. INCREASE FOR 2014-2015

LEVEL	ENTRY 1	ENTRY 2	6 MONS.	BASE	MERIT											
	1	2	3	4	5	6	7	8	9	10	11	12	13			
1	1,945	2,003	2,063	2,125	2,146	2,167	2,189	2,211	2,233	2,255	2,278	2,301	2,324			
2	2,014	2,074	2,136	2,200	2,222	2,244	2,266	2,289	2,312	2,335	2,358	2,382	2,406			
3	2,085	2,148	2,212	2,278	2,301	2,324	2,347	2,370	2,394	2,418	2,442	2,466	2,491			
4	2,155	2,220	2,287	2,356	2,380	2,404	2,428	2,452	2,477	2,502	2,527	2,552	2,578			
5	2,234	2,301	2,370	2,441	2,465	2,490	2,515	2,540	2,565	2,591	2,617	2,643	2,669			
6	2,312	2,381	2,452	2,526	2,551	2,577	2,603	2,629	2,655	2,682	2,709	2,736	2,763			
7	2,395	2,467	2,541	2,617	2,643	2,669	2,696	2,723	2,750	2,778	2,806	2,834	2,862			
8	2,479	2,553	2,630	2,709	2,736	2,763	2,791	2,819	2,847	2,875	2,904	2,933	2,962			
9	2,564	2,641	2,720	2,802	2,830	2,858	2,887	2,916	2,945	2,974	3,004	3,034	3,064			
10	2,656	2,736	2,818	2,903	2,932	2,961	2,991	3,021	3,051	3,082	3,113	3,144	3,175			
11	2,746	2,828	2,913	3,000	3,030	3,060	3,091	3,122	3,153	3,185	3,217	3,249	3,281			
12	2,844	2,929	3,017	3,108	3,139	3,170	3,202	3,234	3,266	3,299	3,332	3,365	3,399			
13	2,946	3,034	3,125	3,219	3,251	3,284	3,317	3,350	3,384	3,418	3,452	3,487	3,522			
14	3,049	3,140	3,234	3,331	3,364	3,398	3,432	3,466	3,501	3,536	3,571	3,607	3,643			
15	3,155	3,250	3,348	3,448	3,482	3,517	3,552	3,588	3,624	3,660	3,697	3,734	3,771			
16	3,265	3,363	3,464	3,568	3,604	3,640	3,676	3,713	3,750	3,788	3,826	3,864	3,903			
17	3,382	3,483	3,588	3,696	3,733	3,770	3,808	3,846	3,884	3,923	3,962	4,002	4,042			
18	3,500	3,605	3,713	3,824	3,862	3,901	3,940	3,979	4,019	4,059	4,100	4,141	4,182			
19	3,623	3,732	3,844	3,959	3,999	4,039	4,079	4,120	4,161	4,203	4,245	4,287	4,330			
20	3,750	3,863	3,979	4,098	4,139	4,180	4,222	4,264	4,307	4,350	4,394	4,438	4,482			
21	3,882	3,998	4,118	4,242	4,284	4,327	4,370	4,414	4,458	4,503	4,548	4,593	4,639			
22	4,016	4,136	4,260	4,388	4,432	4,476	4,521	4,566	4,612	4,658	4,705	4,752	4,800			
23	4,158	4,283	4,411	4,543	4,588	4,634	4,680	4,727	4,774	4,822	4,870	4,919	4,968			
24	4,302	4,431	4,564	4,701	4,748	4,795	4,843	4,891	4,940	4,989	5,039	5,089	5,140			
25	4,455	4,589	4,727	4,869	4,918	4,967	5,017	5,067	5,118	5,169	5,221	5,273	5,326			
26	4,608	4,746	4,888	5,035	5,085	5,136	5,187	5,239	5,291	5,344	5,397	5,451	5,506			
27	4,774	4,917	5,064	5,216	5,268	5,321	5,374	5,428	5,482	5,537	5,592	5,648	5,704			
28	4,937	5,085	5,238	5,395	5,449	5,503	5,558	5,614	5,670	5,727	5,784	5,842	5,900			
29	5,111	5,264	5,422	5,585	5,641	5,697	5,754	5,812	5,870	5,929	5,988	6,048	6,108			
30	5,291	5,450	5,614	5,782	5,840	5,898	5,957	6,017	6,077	6,138	6,199	6,261	6,324			

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 combination thereof up to the maximum.

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
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	Street Department
Pesticide Applicator Certification (Weeds)	TDH	\$20.00	Street Department
Backflow Prevention Assembly Certificate	TNRCC	\$40.00	Inspector
Asbestos Contractor/Supervisor Training	EPA	\$40.00	Inspector, Public Works, Water & Wastewater

UNCLASSIFIED SALARY STRUCTURE

For Fiscal Year 2014-2015

Title	Monthly Salary
City Manager Masters Degree in related field required.	\$11,255.00 <hr/> \$11,255.00
	City Vehicle
Director of Finance/Treasurer	\$7,091.00
Police Chief Bachelors Degree in related field Masters Certification required.	\$6,996.00 \$60.00 <hr/> \$7,056.00
	Clothing Allowance City Vehicle
Fire Chief Bachelors Degree in related field and/or Advanced Firefighter and Intermediate Fire/Arson Investigator and Basic EMT	\$6,603.00 \$30.00 <hr/> \$6,633.00
	Clothing Allowance City Vehicle
Public Works Director	7,719.00 <hr/> \$7,719.00
	City Vehicle

BENEFIT SUMMARY FOR FISCAL YEAR 2014-2015

- **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 12 paid holidays during the year as listed below:
(The Firemen receive 6 paid holiday shifts.)

New Year's Day
Good Friday
Memorial Day
Independence Day
Labor Day
Columbus Day

Veteran's Day
Thanksgiving Day
Friday after Thanksgiving
Christmas Eve
Christmas Day
1 Floating Holiday

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

Description		2015	2016	2017	2018	2019
2013 Chev. PU 16-01	Young	\$	\$	\$	\$	\$30,000
2006 Ford Expedition 16-02	Counts			30,000		
2013 Chev. PU 16-03	Burleson					30,000
2010 Crown Vic 16-04	Latham		30,000			
2010 Crown Vic 16-05	Patrick	30,000				
2009 Crown Vic 16-06	Gallagher	30,000				
2014 Chev. Tahoe 16-07	Merkit					
2013 Chev. Tahoe 16-08	Burleson					30,000
2012 Chev. Tahoe 16-09	Peterson				30,000	
2012 Chev. Tahoe 16-10	Israel				30,000	
2012 Chev. PU 16-11	Haggard				30,000	
2014 Ford F150 PU 16-12	Luecke			30,000		
2012 Chev. Tahoe 16-13	Gonzales					
2010 Crown Vic 16-14			30,000			
2014 Chev. Tahoe 16-15	Barrows					
2010 Crown Vic 16-16	Lopez			30,000		
2010 Crown Vic 16-17	Olivarez		30,000			
2005 Chev. PU 16-18	Clark	30,000				
2013 Chev. Tahoe 16-19	Tarter					30,000
2009 Crown Vic 16-20	Ford	30,000				
Deluxe Consoles (3)		1,600	960	960	960	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
Upgrade L3 Cameras						
Bullet Resistant Vest					11,500	
Handheld Radios (3)		7,900	6,000	6,000		
L3 Camera Interview Room						
Misc. Vehicle Equipment		20,420	11,000	11,000	11,000	11,000
Radars		9,400	6,200	6,200	6,200	6,200
Light Bars		12,400	7,500	7,500	7,500	7,500
P.C. System		2,510	2,510	2,510	2,510	2,510
New PD Server				5,000		
Taser (3)		3,850	3,000			
L3 Server/Download CA		17,600				
Ballistic Shield						
CopSync MDT (4 years)		196,385				
2015 Chev. Tahoe		28,000				
L3 Camera		5,400				
Mobile Radio		4,800				
Car Computer		5,845				
TOTAL		\$457,110	\$148,170	\$150,170	\$150,670	\$169,810

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

Page 1

Description		2015	2016	2017	2018	2019
2012 Ford P.U. 18-01	Westmoreland	\$	\$	\$	\$45,000	\$
2007 CAFS 18-02						
2001 GMC Engine 18-04						
2004 American 18-06						
2013 Engine 13-18-07						
2003 Mack 18-08						
1999 Ford SUV 18-09						
2005 GMC Booster 18-10						
1994 KME Engine 18-11						310,000
2010 Ford P.U. 18-12	Posey					
2006 Chevrolet SUV 18-19	Emer. Mgmt.	34,000				
AirPaks (4)		22,000			24,000	
SCBA Cylinders			4,000		4,400	
Pagers (6)				3,200		
Training Facility						
Roof on Building						
Overhead Doors						
Chemical Suits			4,100			
Radio Upgrade				10,000		
Jaws of Life						
Breathing Air Compressor			40,000			
Exhaust fans					4,800	
Generators port. & EOC						
Ventilation Saw						
Flow Tester						
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						
Multimedia Projector						
Ice Machine & Cleaner						4,200
Carpet				12,000		
Emerg. Lighting 1801, 1809						
Simplex Locks					3,000	
Air Cond. Day Room						
Air Cond. Dispatch						
Printers						
Office Chairs						
Bedroom Mattresses						
Pressure Washer			3,400			
Dump Tank						2,400

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

Description	2015	2016	2017	2018	2019
1991 Hamm Compactor 25-01	\$	\$	\$	\$ 45,000	\$
1996 6yd.Dmptrk 25-02		100,000			
1997 Tractor 25-03					
2003 Chevrolet Dump Truck25-04					
2000 14yd. Dmptrk 25-07			150,000		
1997 544G Loader 25-08					
1995 Motor Grader 25-11		140,000			
1978 Tampo Roller 25-12					
1994 F150 Pick-up 25-14	28,000				
1981 953 Trk Lodr. 25-15			200,000		
1998 PJ CF202 Trailer 25-16					
Paint Striper 25-17					
2002 Tractor TL80 25-18					
1994 Bushhog Shredder 25-20					
Superior Broom 25-22					40,000
2008 Sterling 25-25				100,000	
1992 Chev. P.U. 25-29					
2009 Farmall 25-30					
Ford Roll-Off Truck 25-31					50,000
4-Wheel Util.Trlr. 25-37				3,000	
1998 Mosquito fogger 25-41	10,000				
2004 Chev. PU 25-42					
2007 New Holland Tractor 25-45				55,000	
2008 Sweeper 25-46					
Peterbilt Water Truck 25-48	100,000				
Street Improvements					
Shredder	19,000				
2-Way Radios		1,500		1,500	
Swenson spreader		5,000			
1997 Batwing Shredder					
Mosquito Sprayer					
2003 Bush Hog Shredder		19,000			
1995 KW Truck	50,000				
1991 Challenger Trailer					
Crack Filling Machine					
2006 John Deere Shredder					12,500
Asphalt Zipper					
20 Yard Roll Off Containers	9,000				
Laptop	1,400				
TOTAL	\$217,400	\$265,500	\$350,000	\$204,500	\$102,500

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

Description		2015	2016	2017	2018	2019
2006 Ford P.U. 31-01	Torres	\$	\$30,000	\$	\$	\$
2000 Ford 150 P.U. 31-03						32,000
1994 Brush Chipper 31-12						
1998 140H Cat. Grader 31-13					275,000	
1997 Port/WD Chipper 31-14		47,000				
2003 Cat Compactor 31-15				700,000		
2000 Multi-Equip Pump 31-21						
1998 Frtliner Water Trk 31-22			150,000			
2006 John Deere Loader 31-23						
2000 GMC 3/4T P.U. 31-24					32,000	
2002 D6R Cat Dozer 31-25			375,000			375,000
2002 623 Scraper 31-26		775,000				
Service Building						
2000 Washer/util. Trailer						9,000
Office Furniture						
Lenovo PC350 466DX-2						
Lenovo PC350 P166 16 MB		1,600				
Lenova Thinkcenter						
Back-up PC						
Air Compresor						
Diesel Pump						
Radiation Monitor						10,000
Metal Building						
Fence for Landfill						
Texas Gas Analyzer				7,000		
Remote Cont. Transmitter						5,000
Honda 6300 Pump				25,000		
Radio for Scraper						
Groundwater Sampling System						
Generator						
Portable Air Compressor				15,000		
Cell 3A						
2 Channel 40W Radio						
Ice Machine						
Hoist for Building						
Mad Vac						
Drainage Improvements						
Utility Trailer						
Software						
Awning			70,000			
TOTAL		\$823,600	\$625,000	\$747,000	\$307,000	\$431,000

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

Page 1

Description	2015	2016	2017	2018	2019
2005 Ford PU 74-01	\$	\$	\$	\$	\$
2003 Chevrolet 74-03		30,000			
20,000 Steel Storage Tank					
Chlorine Disinfection					
Chlorine Disinfection					
250,000 Gal. Grnd Strg Tnk					
Upgrade Filter Controls	27,000				
Water Disinfection Mod.					
12,000 BTU Air Cond.				1,500	
Hach Turbidimeter				7,000	
Neptune Microflock Filters			50,000		
Surface Wash					
Filter Control					
Air Compressor			3,000		
Hoists (2)					
Floculator					
Mettler H10 Balance		6,000			
Oxygen Meter				2,000	
Wallace & Tiernan Chlorinators				15,000	
Hach One PH Meter Portable	1,500				
Capital Chloride Analyzer		3,500			
Ross Altitude Valve	20,000				
Volumatic Feeder	5,000				
2100N Turbidimeter			8,000		
PH Meter Model EC10					
PC & Monitor				900	
Ultrasonic Bath					
Chemical Metering Pumps					
Turbidity Analyzers (2)		10,000		10,000	
Turbidity Sensors				7,500	
Marathon Motor - TDS					
Amperometric Titrator			3,500		
Chemical Control Panel					
2 CL2 Meters Online					
VFD #4 Pump					
Upgrade Scada					
Backwash Pump					
Jar Test Machine					
Bldg. at Prison Booster					
Backup Generator f/Water Plant					
Transfer Switch for Generator					
Pump #4 @H.S.					
Pump #1@ H.S.	115,000	115,000	115,000	115,000	115,000
Chemical Building					

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

Page 1

Description	2015	2016	2017	2018	2019
2008 Sterling Service Truck 75-01	\$	\$	\$	\$75,000	\$
2011 Ford Dump Truck 75-03					
1999 Air Compressor 75-04		16,000			
2000 310E JD Backhoe 75-05					105,000
2002 420 Cat 75-06					
2000 Int'l Service Truck 75-08					
1989 Ford 3/4 Ton 75-11					
1994 Ford 75-14					
1993 Trailer Mixer 75-18			1,500		
1997 Air Comp. Trailer 75-19					
1990 Int'l Dump Truck 75-20					
2004 Ford P.U. 75-21					
1996 Mastercraft 75-22	75,000				
2005 Sterling Dump Truck 75-23		100,000			
2" Hammer Mole					3,500
Wachs TM4 Turning Machine					
Mueller Tapping Machine					
Pneumatic Paving Breaker					
I.R. Pneumatic Tamper	1,500				
Honda Portable Generator	1,200				
Mot. 2-Way 4Ch. Radio					
Compaction Wh. for Backhoe					
Heath Aqua-Scope					
I.R. Air Tamper	1,500				
7W-6 Scope Pipe & Cable Loc.					
Uniden Force Walkie Talkie					
Stanley Trash Pump	3,500				
K-7500 Ridgid Machine					
Poulan 614 Cut Off Saw		1,500			
Paving Breaker					
Fisher Pipe & Cable Locator	3,000			3,500	
Water Line Repair					
Power Generator/Honda Gen.					
14" Air Chop Saw		5,000			
16" Air Chain Saw			6,000		
16' Utility Trailer					
Honda Trash Pump (Hydraulic)		3,500			
Fisher XLT-20 Leak Detector					
Honda Portable Power Gen.					
I.R. Air Compressor			1,000		
Asphalt Cutter				2,500	
18" Used Backhoe Bucket					
5 1/2" Cutter Hub					
5 1/2" Cutter Hub					

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.

STATISTICAL SECTION

This part of the City of Snyder's comprehensive annual financial report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about the city's overall financial health.

<u>Contents</u>	<u>Page</u>
Financial Trends	188-191
These schedules contain trend information to help the reader understand how the city's financial performance and well-being have changed over time.	
Revenue Capacity	192-197
These schedules contain information to help the reader assess the city's most significant local revenue source, the property tax.	
Debt Capacity	198-202
These schedules present information to help the reader assess the affordability of the city's current levels of outstanding debt and the city's ability to issue additional debt in the future.	
Demographic and Economic Information	203-204
These schedules offer demographic and economic indicators to help the reader understand the environment within which the city's financial activities take place.	
Operating Information	205-207
These schedules contain service and infrastructure data to help the reader understand how the information in the city's financial report relates to the services the city provides and the activities it performs.	

Unless otherwise noted, the information in these schedules is derived from the comprehensive annual financial reports for the relevant year. The City of Snyder implemented GASB Statement 34 in 2004; schedules presenting government-wide information include information beginning in that year.

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

	Fiscal Year									
	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
Governmental activities										
Net investment in capital assets	\$ 1,552,320	\$ 1,813,878	\$ 1,655,998	\$ 2,367,514	\$ 2,304,225	\$ 2,705,813	\$ 2,662,052	\$ 2,542,011	\$ 2,932,876	\$ 3,126,495
Restricted	15,920	21,550	29,279	12,438	18,109	28,940	38,875	35,760	-	-
Unrestricted	3,567,226	3,194,932	3,608,749	4,234,799	5,328,134	5,496,272	5,269,815	5,547,350	6,057,594	6,842,848
Total governmental activities net position	\$ 5,135,466	\$ 5,030,360	\$ 5,294,026	\$ 6,614,751	\$ 7,650,468	\$ 8,231,025	\$ 7,970,742	\$ 8,125,121	\$ 8,990,470	\$ 9,969,343
Business-type activities										
Net investment in capital assets	\$ 9,444,542	\$ 9,756,811	\$ 9,622,889	\$ 9,847,422	\$ 9,714,522	\$ 10,405,374	\$ 10,278,269	\$ 10,405,374	\$ 10,174,101	\$ 10,551,771
Restricted	1,772,366	1,740,363	2,622,196	3,013,452	3,685,041	2,820,996	2,931,718	2,820,996	4,259,152	3,684,256
Unrestricted	11,210,908	11,497,174	12,245,085	12,860,874	13,399,563	13,226,370	13,209,987	13,226,370	14,433,253	14,236,027
Total business-type activities net position	\$ 10,996,862	\$ 11,570,689	\$ 11,278,887	\$ 12,214,936	\$ 12,018,747	\$ 13,111,187	\$ 12,940,321	\$ 12,947,385	\$ 13,106,977	\$ 13,678,266
Primary government										
Net investment in capital assets	\$ 15,920	\$ 21,550	\$ 29,279	\$ 12,438	\$ 18,109	\$ 28,940	\$ 38,875	\$ 35,760	\$ -	\$ -
Restricted	15,920	21,550	29,279	12,438	18,109	28,940	38,875	35,760	-	-
Unrestricted	5,339,592	4,935,295	6,230,945	7,248,251	9,013,175	8,317,268	8,201,533	8,368,346	10,316,746	10,527,104
Total primary government net position	\$ 16,352,374	\$ 16,527,534	\$ 17,339,111	\$ 19,475,625	\$ 21,050,031	\$ 21,457,395	\$ 21,180,729	\$ 21,351,491	\$ 23,423,723	\$ 24,205,370

Source: 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
 (fiscal basis of accounting)

	Fiscal Year									
	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
Expenses										
Governmental activities:										
General government	\$ 953,845	\$ 991,065	\$ 1,009,469	\$ 1,022,022	\$ 1,046,631	\$ 1,175,111	\$ 1,462,938	\$ 1,613,685	\$ 1,584,187	\$ 1,851,500
Public safety	1,979,743	2,183,969	2,094,644	2,332,849	2,437,143	2,537,987	2,889,310	3,334,049	3,262,081	3,378,246
Highways and streets	341,182	623,166	732,315	729,010	733,400	829,240	988,021	1,057,328	1,074,849	1,197,706
Culture and recreation	131,955	162,010	188,834	237,240	249,778	269,714	249,666	330,846	409,941	433,360
Total governmental activities expenses	3,606,727	3,960,210	4,029,262	4,321,161	4,486,960	4,832,052	5,519,935	6,335,907	6,321,038	6,860,812
Business-type activities:										
Water and sewer	3,790,478	3,700,820	3,770,340	3,890,563	4,070,465	4,202,249	4,453,234	4,840,082	5,359,047	5,959,164
Sanitation	1,553,158	1,706,174	1,784,203	1,841,592	1,988,643	2,185,031	2,143,849	2,478,712	2,772,142	2,678,300
Interest Expense	251,199	290,853	207,604	183,811	159,727	159,896	139,842	55,728	137,973	214,530
Total business-type activities expenses	5,594,835	5,697,847	5,762,147	5,915,966	6,218,835	6,537,176	6,737,025	7,374,552	7,980,162	8,852,084
Total primary government expenses	\$ 9,201,562	\$ 9,658,057	\$ 9,791,409	\$ 10,237,127	\$ 10,705,795	\$ 11,379,228	\$ 12,326,960	\$ 13,710,459	\$ 14,311,220	\$ 15,712,896
Program Revenues										
Governmental activities:										
Charges for services:										
General government	\$ 370,869	\$ 422,497	\$ 389,137	\$ 752,496	\$ 740,131	\$ 881,765	\$ 694,770	\$ 1,050,003	\$ 1,034,499	\$ 1,278,267
Public safety	39,963	99,894	129,907	131,822	89,598	64,408	102,716	110,432	107,594	108,867
Highways and streets	-	-	-	-	-	-	-	-	-	-
Culture and recreation	-	-	-	-	-	-	-	-	-	-
Other activities	-	-	-	-	-	-	-	-	-	-
Operating grants and contributions	99,434	100,302	55,083	50,976	71,731	80,124	93,355	88,371	127,482	328,534
Capital grants and contributions	-	-	-	639,019	-	400	-	-	496,536	-
Total governmental activities program revenues	\$ 510,270	\$ 622,693	\$ 574,127	\$ 1,574,313	\$ 901,460	\$ 1,026,297	\$ 890,841	\$ 1,249,686	\$ 1,766,111	\$ 1,715,668
Business-type activities:										
Charges for services:										
Water and sewer	\$ 3,980,032	\$ 4,092,291	\$ 4,412,806	\$ 4,309,073	\$ 4,439,340	\$ 4,323,192	\$ 4,642,289	\$ 5,397,767	\$ 6,023,918	\$ 5,999,504
Sanitation	1,714,776	1,752,723	1,934,285	2,038,732	2,062,580	1,991,976	2,018,784	2,251,376	2,312,820	2,680,803
Operating grants and contributions	-	-	-	-	-	-	-	-	-	-
Capital grants and contributions	-	181,821	68,179	-	-	400	-	252,092	37,908	-
Total business-type activities program revenues	\$ 5,694,808	\$ 6,026,835	\$ 6,415,270	\$ 6,347,805	\$ 6,501,920	\$ 6,315,568	\$ 6,688,073	\$ 7,901,435	\$ 8,374,636	\$ 8,680,307
Total primary government program revenues	\$ 6,205,078	\$ 6,649,528	\$ 6,989,407	\$ 7,922,118	\$ 7,403,380	\$ 7,341,865	\$ 7,579,914	\$ 9,151,041	\$ 10,140,757	\$ 10,395,975
Net (expense)/revenue	\$ (3,096,457)	\$ (3,337,517)	\$ (3,455,135)	\$ (2,746,844)	\$ (3,585,500)	\$ (3,805,755)	\$ (4,699,094)	\$ (5,086,301)	\$ (4,564,947)	\$ (5,145,144)
Business-type activities	99,973	328,918	653,123	431,839	283,085	(231,608)	(48,952)	526,883	394,484	(171,777)
Total primary government net expense:	\$ (2,996,484)	\$ (3,008,539)	\$ (2,802,012)	\$ (2,315,009)	\$ (3,302,415)	\$ (4,037,363)	\$ (4,748,046)	\$ (4,559,418)	\$ (4,170,463)	\$ (5,316,921)
General Revenues and Other Changes in Net Position										
Governmental activities:										
Taxes										
Property taxes	\$ 1,075,826	\$ 1,066,731	\$ 1,163,180	\$ 1,269,279	\$ 1,331,243	\$ 1,416,014	\$ 1,499,673	\$ 1,667,672	\$ 1,761,229	\$ 1,895,078
Sales taxes	1,308,743	1,310,517	1,504,884	1,732,137	2,106,473	1,888,290	1,951,708	2,375,209	2,511,844	3,069,630
Franchise and no property	719,480	639,762	712,207	642,230	700,267	753,814	699,926	842,262	757,649	758,122
Alcoholic beverage	6,283	6,415	5,776	7,853	8,146	8,007	6,112	5,384	5,359	11,903
Hotel/motel occupancy taxes	138,962	168,103	196,563	219,997	255,449	280,544	259,600	377,731	371,089	435,612
Investment earnings	93,445	95,716	136,181	144,067	167,299	41,632	21,791	23,901	23,223	24,677
Grants, Donations, and Miscellaneous	7,413	5,630	10	12,010	52,335	(1,991)	-	(1,479)	(98)	4,977
Transfers	-	-	-	-	-	-	-	-	-	-
Total governmental activities	3,350,152	3,232,874	3,718,801	4,067,573	4,621,212	4,386,310	4,438,811	5,240,680	5,320,295	6,199,999
Business-type activities:										
Investment earnings	76,112	70,782	100,439	164,598	127,894	39,235	33,311	31,296	13,206	14,588
Transfers	3,507	2,960	(5,651)	19,352	127,710	19,179	(741)	(4,816)	171,424	4,300
Total business-type activities	79,619	73,742	94,788	183,950	255,604	58,414	32,570	32,752	184,630	18,888
Total primary government	\$ 3,429,771	\$ 3,306,616	\$ 3,813,589	\$ 4,251,523	\$ 4,876,816	\$ 4,444,724	\$ 4,471,381	\$ 5,273,432	\$ 5,504,925	\$ 6,218,887
Change in Net Position										
Governmental activities	\$ 253,695	\$ (104,643)	\$ 263,666	\$ 1,320,725	\$ 1,035,712	\$ 580,555	\$ (260,283)	\$ 154,379	\$ 863,349	\$ 1,044,855
Business-type activities	179,592	402,730	737,911	615,789	538,689	(173,194)	(16,382)	559,635	579,114	(132,889)
Total primary government	\$ 433,287	\$ 298,087	\$ 1,001,577	\$ 1,936,514	\$ 1,574,401	\$ 407,361	\$ (276,665)	\$ 714,014	\$ 1,442,463	\$ 901,966

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									
	2004 #	2005	2006	2007	2008	2009	2010	2011	2012	2013
Revenues										
Taxes	\$ 3,212	\$ 3,237	\$ 3,924	\$ 3,871	\$ 4,402	\$ 4,347	\$ 4,417	5,218	5,407	6,171
Licenses and permits	8	14	25	29	43	37	23	30	34	146
Intergovernmental	99	100	55	51	72	80	93	88	127	106
Charges for services	330	339	373	680	679	778	641	966	945	1069
Fines and forfeitures	91	100	121	103	102	79	103	110	108	108
Interest	67	62	91	132	134	34	20	23	22	24
Contributions and donations	-	-	83	-	-	-	-	-	497	223
Miscellaneous	14	69	-	73	65	55	42	55	55	63
Total Revenues	3,821	3,921	4,672	4,939	5,497	5,410	5,339	6,490	7,195	7,910
Expenditures										
General government	920	946	976	977	1,016	1,118	1,446	1,474	1,438	1,731
Public safety	1,760	1,934	1,876	2,011	1,924	2,325	2,896	2,816	2,744	2,914
Public works	490	628	667	674	698	737	934	915	892	1,063
Culture and recreation	132	162	189	237	250	270	250	331	410	433
Capital outlay	343	547	163	394	538	708	362	302	806	639
Debt service	-	-	-	-	-	-	-	-	-	-
Principal	-	-	-	-	-	-	-	-	-	-
Interest	-	-	-	-	-	-	-	-	-	-
Other charges	-	-	-	-	-	-	-	-	-	-
Total expenditures	3,645	4,217	3,871	4,293	4,426	5,158	5,888	5,838	6,290	6,780
Excess of revenues over (under) expenditures	176	(296)	801	646	1,071	252	(549)	652	905	1,130
Other financing sources (uses)										
Gain/(loss) on sale of asset	8	6	-	12	52	8	(1)	(1)	-	5
Total other financing sources (uses)	8	6	-	12	52	8	(1)	(1)	-	5
Net change in fund balances	\$ 184	\$ (290)	\$ 801	\$ 658	\$ 1,123	\$ 260	\$ (550)	\$ 651	\$ 905	\$ 1,135
Debt service as a percentage of noncapital expenditures	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.00%	0.0%	0.0%	0.0%

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>
2004	\$ 1,075	\$ 1,309	\$ 139	\$ 683	\$ 6	\$ 3,212
2005	1,100	1,311	168	652	6	3,237
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

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 ¹ as a Percentage of Actual Value
		Tax Exempt Real Property	Real Property				
2004	262,254,323	7,841,887		254,412,436	0.4236	254,412,436	103.08%
2005	288,237,698	24,059,465		264,178,233	0.4388	264,178,233	109.11%
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%

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.

¹Includes tax-exempt property.

City of Snyder, Texas
Property Tax Rates¹
Direct and Overlapping² Governments
Last Ten Fiscal Years

Fiscal Year	City of Snyder Tax Rate						Overlapping Tax Rates												Total Direct & Overlapping Rates
	Scurry County			S I S D			Western Texas College				Scurry County Hospital								
	Operating	Service	Debt	Operating	Service	Debt	Operating	Service	Debt	Operating	Service	Debt	Operating	Service	Debt				
2004	0.4236	0.000	0.4236	0.4890	0.002	0.4909	1.5000	0.1900	1.6900	0.1200	0.000	0.1200	0.2700	0.0000	0.2700	2.7245			
2005	0.4388	0.000	0.4388	0.4872	0.004	0.4909	1.5000	0.1900	1.6900	0.1263	0.000	0.1263	0.2700	0.0000	0.2700	2.7460			
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	2.7338			
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	1.9488			
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	1.9397			
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	2.6275			
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	2.3983			
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	2.4888			
2012	0.4445	0.000	0.4445	0.2790	0.0346	0.3136	1.0400	0.1240	1.1640	0.1858	0	0.1858	0.2100	0.0000	0.2100				
2013	0.4445	0.000	0.4445																

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

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

²Overlapping 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 .27 and they had no debt service.

City of Snyder, Texas
Principal Property Taxpayers
Fiscal Year End 2013 and 2004
(amounts expressed in thousands)

Taxpayer	2013			2004		
	Taxable Assessed Value	Rank	Percentage of Total Taxable Assessed Value	Taxable Assessed Value	Rank	Percentage of Total Taxable Assessed Value
Comerica Leasing Corp.	\$ 7,141	1	2.5%	\$ -	-	0.0%
Centrilift/Baker Hughes	5,776	2	2.1%	-	-	0.0%
H I E Hotel LLC	4,750	3	1.7%	-	-	0.0%
Cudd Pumping Services	4,151	4	1.5%	-	-	0.0%
Oncor Electric Delibery	3,766	5	1.3%	3,734	2	1.6%
Spirit SPE US	3,189	6	1.1%	-	-	0.0%
Borger Hospitality	2,950	7	1.1%	-	-	0.0%
Wal-Mart Stores	2,937	8	1.0%	2,268	5	0.9%
Grimmett Bros. Inc.	2,936	9	1.0%	-	-	0.0%
BNSF Railway Company	2,875	10	1.0%	-	-	0.0%
Southwestern Bell	-	-	0.0%	4,487	1	1.8%
YZ Industries	-	-	0.0%	2,342	4	0.9%
United Supermarket Ltd.	-	-	0.0%	3,059	3	1.2%
Snyder Nat. Bank	-	-	0.0%	1,869	9	0.7%
Key Energy	-	-	0.0%	2,026	6	0.8%
Cox Communications	-	-	0.0%	1,986	7	0.8%
United Supermarket	-	-	0.0%	1,906	8	0.7%
Big Country Chevrolet	-	-	0.0%	1,722	10	0.7%
Totals	\$ 40,471		14.5%	\$25,399		10.1%

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
2004	\$ 1,049,057	\$ 1,005,103	95.8%	40,272	\$ 1,045,375	99.6%
2005	1,081,100	1,037,433	96.0%	30,946	1,068,379	98.8%
2006	1,146,301	1,109,974	96.8%	40,447	1,150,421	100.4%
2007	1,208,128	1,175,245	97.3%	47,613	1,222,858	101.2%
2008	1,274,579	1,243,278	97.5%	41,833	1,285,111	100.8%
2009	1,383,865	1,347,968	97.4%	33,667	1,381,635	99.8%
2010	1,618,718	1,431,099	88.41%	31,022	1,462,121	90.3%
2011	1,719,293	1,569,380	91.28%	51,812	1,621,192	94.3%
2012	1,828,708	1,676,668	91.69%	42,836	1,719,504	94.0%
2013	1,918,640	1,779,749	92.76%	56,126	1,835,875	95.7%

City of Snyder
Taxable Sales by Category
Last 10 Calendar Years
(amounts expressed in thousands)

	Calendar Year									
	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
Construction	\$ 3,255	\$ 3,510	\$ 3,917	\$ 4,739	\$ 5,940	\$ 5,310	\$ 6,444	\$ 7,441	\$ 7,759	\$ 6,276
Mining/Quarrying/Oil & Gas Extraction	175,882	311,339	518,219	642,397	389,733	158,386	588,193	703,643	733,093	398,771
Manufacturing	1,430	1,276	2,500	6,736	7,422	7,407	8,526	13,818	16,898	14,130
Wholesale Trade	6,184	7,441	8,107	10,183	12,946	9,475	8,341	12,003	11,730	9,348
Transportation/Warehousing	-	26	15	9	-	251	70	123	56	83
Retail Trade	45,784	52,762	59,116	60,898	71,108	63,205	66,797	73,668	78,338	60,380
Information	6,161	8,151	7,351	4,447	3,661	3,278	3,292	3,765	4,005	3,188
Finance/Insurance	157	27	-	28	36	35	41	92	130	30
Real Estate/Rental/Leasing	4,552	6,369	5,794	4,179	4,894	4,458	4,215	5,096	6,508	6,030
Professional/Scientific/Technical Services	540	547	602	596	507	388	354	557	561	471
Admin/Support/Waste Mgmt/Remediation Serv	1,042	903	934	1,315	1,435	1,089	1,274	1,157	762	528
Educational Services	-	1	6	5	23	13	9	6	3	-
Health Care/Social Assistance	25	28	34	43	177	185	238	150	186	150
Arts/Entertainment/Recreation	-	148	77	200	139	216	120	109	308	338
Accommodation/Food Services	11,439	12,691	14,095	15,744	16,949	16,069	17,044	18,293	20,077	16,353
Other Services (except Public Administration)	5,770	6,039	6,394	7,398	8,047	6,819	7,934	8,717	9,535	7,450
Other	34	-	-	-	-	-	-	-	-	-
Total	\$ 262,265	\$ 411,256	\$ 627,161	\$ 758,915	\$ 523,017	\$ 276,563	\$ 712,892	\$ 848,638	\$ 889,949	\$ 523,526
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

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	Other					
2004	\$ -	\$ -	\$ 5,850	\$ -	\$ -	\$ -	5,850	3.26%	\$ 543	
2005	-	-	5,310	-	-	-	5,310	2.96%	\$ 492	
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	2,985.0	-	-	7,289	2.68%	\$ 639	
2013	-	-	3,514	2,945.0	-	-	6,459	2.38%	\$ 567	

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
2004	-	0.00%	-
2005	-	0.00%	-
2006	-	0.00%	-
2007	-	0.00%	-
2008	-	0.00%	-
2009	-	0.00%	-
2010	-	0.00%	-
2011	-	0.00%	-
2012	-	0.00%	-
2013	-	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, 2013
(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	\$ -	0%	\$ -
Scurry County	15,455	15.43%	2,385
Western Texas College	-	0%	-
Snyder Independent School District	24,880	16.18%	4,026
Scurry County Hospital District	<u>2,910</u>	<u>15.43%</u>	<u>449</u>
Total direct and overlapping debt	\$ <u>43,245</u>	47.04%	\$ <u>6,859</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									
	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
Debt Limit	\$ 24,752	\$ 25,441	\$ 26,418	\$ 28,006	\$ 31,886	\$ 35,020	\$ 34,645	\$ 33,748	\$ 34,552	\$ 36,534
Total net debt applicable to limit	-	-	-	-	-	-	-	-	-	-
Legal debt margin	\$ 24,752	\$ 25,441	\$ 26,418	\$ 28,006	\$ 31,886	\$ 35,020	\$ 34,645	\$ 33,748	\$ 34,552	\$ 36,534
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 2013

Assessed Value	\$ 350,853
Add Back: exempt property	14,487
Total Assessed Value	<u>\$ 365,340</u>
Debt limit (10% of total assessed value)	36,534
Debt applicable to limit:	
General obligation bonds	-
Legal debt margin	<u>\$ 36,534</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						
2004	\$ 4,025,820	\$ 3,033,138	\$ 992,682	\$ 480,000	\$ 267,263	1.33		
2005	4,303,167	2,999,714	1,303,453	540,000	230,198	1.69		
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		

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 Personal Income	Median Age	Education Level in Years of Formal Schooling		Unemployment Rate
					School Enrollment	Rate	
2004	10,783	\$ 179,505	\$ 16,647	36.0	71.1%	4,143	5.58%
2005	10,783	179,505	16,647	36.0	71.1%	4,290	4.20%
2006	10,783	179,505	16,647	36.0	71.1%	4,606	5.00%
2007	10,783	179,505	16,647	36.0	71.1%	4,816	4.80%
2008	10,783	179,505	16,647	36.0	71.1%	5,306	4.10%
2009	10,783	179,505	16,647	36.0	71.1%	5,244	6.80%
2010	11,202	224,813	20,069	34.5	74.1%	5,066	6.42%
2011	11,202	224,813	20,069	34.5	74.1%	5,027	5.40%
2012	11,400	271,913	23,852	33.9	75.6%	7,216	4.30%
2013	11,400	271,913	23,852	33.6	75.6%	7,573	4.60%

Data Sources: U.S. Census, Snyder Independent School District, Western Texas College, 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
Full-time Equivalent City Government Employees by Function
Last Ten Fiscal Years

	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
GENERAL FUND										
Administration	2	2	2	2	2	2	2	2	2	2
Finance	5	5	5	5	4.50	2	2	2	2	4
Planning & Zoning	2	2	2	2	2	2	2	2	2	2
Municipal Court	1	2	2	2	2.50	2.50	2.50	2.50	2.5	3
Community Service	-	-	-	-	-	-	-	-	-	-
Accounting	-	-	-	-	-	2.50	2.50	2.50	2.5	0
Data Processing	-	-	-	-	-	1.50	1.50	1.50	1.5	1
Records Management	-	-	-	-	-	1.50	1.50	1.50	1.5	2
Police	20	20	20	20	21	22	22	22	22	22
Animal Control	1	3	3	3	3	3	3	3	3	3
Fire	9	9	9	9	9	9	10	10	10	10
Street	3.65	3.65	4.25	4.25	4.25	4.25	4.25	4.25	4.25	4.25
Total General Fund	43.65	46.65	47.25	47.25	48.25	52.25	53.25	53.25	53.25	53.25
WATER & SEWER										
Sanitary Sewer	3.45	3.45	2.25	2.25	2.25	2.25	2.25	2.25	2.25	2.25
Wastewater Treatment	3.50	4.50	4.50	4.50	4.50	4.50	4.50	4.50	4.5	4.5
Treatment - Water	4.50	4.50	4.50	4.50	4.50	4.50	4.50	4.50	4.5	4.5
Distribution - Water	4.45	4.45	2.25	2.25	2.25	2.25	2.25	2.25	2.25	2.25
Utility	9	9	9	9	9	7	7	7	6	6
Total Water & Sewer Fund	24.90	25.90	22.50	22.50	22.50	20.50	20.50	20.50	19.50	19.50
SANITATION										
Sanitation/Collection	5.45	5.45	5.25	5.25	5.25	5.25	5.25	5.25	5.25	5.25
Sanitation/Landfill	6	6	6	6	6	6	6	6	6	6
Total Sanitation Fund	11.45	11.45	11.25							
INTERNAL SERVICE										
Central Garage	1	2	1	1	1	1	1	1	1	1
Total Central Garage	1	2	1							
TOTAL	81	81	82	82	83	85	86	86	86	86

Source: City of Snyder Human Resources Office

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

Function	Fiscal Year									
	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
Police										
Physical arrests	659	916	903	834	827	884	812	868		
Traffic violations	6,673	6,591	6,650	6,479	6,057	5,180	6,157	4,829		
Fire										
Number of calls answered	298	363	380	341	523	407	393	550		
Inspections	208	195	132	132	132	149	115	87		
Highways and streets										
Street resurfacing (blocks)	112	114	64	79	115	144	N/A	N/A		
Potholes repaired	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A		
Sanitation										
Refuse collected (tons/day)	119	101	132	135	119	125	144	114		
Recyclables collected (tons/mo)	13	11	13	16	29	30	20	29		
Water										
New connections			1,403	1,387	1,562	1,192	1,033	1,156		
Water mains breaks			87	63	46	37	55	82		
Average daily consumption (millions of gallons)			2	2	2	2	2	2		
Wastewater										
Average daily sewage treatment (thousands of gallons)	1,100	876	930	1,119	1,094	1,089	11,840	984		

Sources: Various government departments.

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

Function	Fiscal Year									
	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
Public Safety										
Police:										
Stations	1	1	1	1	1	1	1	1	1	1
Patrol units	16	16	16	19	19	20				
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	1,243	1,175	1,168	1,168	1,180	1,180	1,177	1,177	1,177	1,177
Traffic signals (controlled by City)	1	1	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
Tennis courts	-	-	-	-	-	-	-	-	-	-
Community centers	-	-	-	-	-	-	-	-	-	-
Water										
Water mains (miles)	91	91	91	91	91	91				91
Fire hydrants	330	330	330	330	331	334	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.

GLOSSARY

AGENCIES: Federal agency securities.

ASKED: The price at which securities are offered.

BANKERS' ACCEPTANCE (BA): A draft or bill or exchange accepted by a bank or trust company. The accepting institution guarantees payment of the bill, as well as the issuer.

BID: The price offered by a buyer of securities. (When you are selling securities, you ask for a bid). See Offer.

BROKER: A broker brings buyers and sellers together for a commission.

CERTIFICATE OF DEPOSIT (CD): A time deposit with a specific maturity evidenced by a certificate. Large-denomination CD's are typically negotiable.

COLLATERAL: Securities, evidence of deposit or other property which a borrower pledges to secure repayment of a loan. Also refers to securities pledged by a bank to secure deposits of public monies.

COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR): The official annual report for the City of Snyder. It includes five combined statements for each individual fund and account group prepared in conformity with GAAP. It also includes supporting schedules necessary to demonstrate compliance with finance-related legal and contractual provisions, extensive introductory material, and a detailed Statistical Section.

COUPON: (a) The annual rate of interest that a bond's issuer promises to pay the bondholder on the bond's face value. (b) A certificate attached to a bond evidencing interest due on a payment date.

DEALER: A dealer, as opposed to a broker, acts as a principal in all transactions, buying and selling for his own account.

DEBENTURE: A bond secured only by the general credit of the issuer.

DELIVERY VERSUS PAYMENT: There are two methods of delivery of securities, delivery versus payment and delivery versus receipt. Delivery versus payment is delivery of securities with an exchange of money for the securities. Delivery versus receipt is delivery of securities with an exchange of a signed receipt for the securities.

DISCOUNT: The difference between the cost price of a security and its maturity when quoted at lower than face value. A security selling below original offering price shortly after sale also is considered to be at a discount.

DISCOUNT SECURITIES: Non-interest bearing money market instruments that are issued a discount and redeemed at maturity for full face value, e.g. U.S. Treasury Bills.

DIVERSIFICATION: Dividing investment funds among a variety of securities offering independent returns.

FEDERAL CREDIT AGENCIES: Agencies of the Federal government set up to supply credit to various classes of institutions and individuals, e.g., S&L's small business firms, students, farmers, farm cooperatives, and exporters.

FEDERAL DEPOSIT INSURANCE CORPORATION (FDIC): A federal agency that insures bank deposits, currently up to \$100,000 per deposit.

FEDERAL FUNDS RATE: The rate of interest at which Fed funds are traded. This rate is currently pegged by the Federal Reserve through open-market operations.

FEDERAL HOME LOAN BANKS (FHLB): The institutions that regulate and lend to savings and loan associations. The Federal Home loan Banks play a role analogous to that played by the Federal Reserve Banks vis-à-vis member commercial banks.

FEDERAL NATIONAL MORTGAGE ASSOCIATION (FNMA): FNMA, like GNMA, was chartered under the Federal national Mortgage Association Act in 1938. FNMA is a federal corporation working under the auspices of the Department of Housing and Urban Development (HUD). It is the largest single provider of residential mortgage funds in the United States. Fannie Mae, as the corporation is called, is a private stockholder-owned corporation. The corporation's purchases include a variety of adjustable mortgages and second loans, in addition to fixed-rate mortgages. FNMA's securities are also highly liquid and are widely accepted. FNMA assumes and guarantees that all security holders will receive timely payment of principal and interest.

FEDERAL OPEN MARKET COMMITTEE (FOMC): Consists of seven members of the Federal Reserve Board and five of the twelve Federal Reserve Bank Presidents. The President of the New York Federal Reserve Bank is a permanent member, while the other Presidents serve on a rotating basis. The Committee periodically meets to set Federal Reserve guidelines regarding purchases and sales of Government Securities in the open market as a means of influencing the volume of bank credit and money.

FEDERAL RESERVE SYSTEM: The central bank of the United States created by Congress and consisting of a seven member Board of Governors in Washington, D.C., 12 regional banks and about 5,700 commercial banks that are members of the system.

GOVERNMENT NATIONAL MORTGAGE ASSOCIATION (GNMA or Ginnie Mae): Securities influencing the volume of bank credit guaranteed by GNMA and issued by mortgage bankers, commercial banks, savings and loan associations, and other institutions. Security holder is protected by full faith and credit of the U.S. Government. Ginnie Mae securities are backed by the FHA, VA or FMHM mortgages. The term "passthroughs" is often used to describe Ginnie Maes.

LIQUIDITY: A liquid asset is one that can be converted easily and rapidly into cash without a substantial loss of value. In the money market, a security is said to be liquid if the spread between bid and asked prices is narrow and reasonable size can be done at those quotes.

LOCAL GOVERNMENT INVESTMENT POOL (LGIP): The aggregate of all funds from political subdivisions that are placed in the custody of the State Treasurer for investment and reinvestment.

MARKET VALUE: The price at which a security is trading and could presumably be purchased or sold.

MASTER REPURCHASE AGREEMENT: A written contract covering all future transactions between the parties to repurchase – reverse repurchase agreements that establishes each party's rights in the transactions. A master agreement will often specify, among other things, the right of the buyer-lender to liquidate the underlying securities in the event of default by the seller-borrower.

MATURITY: The date upon which the principal or stated value of an investment becomes due and payable.

MONEY MARKET: The market in which short-term debt instruments (bills, commercial paper, banker's acceptances, etc.) are issued and traded.

OFFER: The price asked by a seller of securities. (When you are buying securities, you ask for an offer.) See Asked and Bid.

OPEN MARKET OPERATIONS: Purchases and sales of government and certain other securities in the open market by the New York Federal Reserve Bank as directed by the FOMC in order to influence the volume of money and credit in the economy. Purchases inject reserves into the bank system and stimulate growth of money and credit; sales have the opposite effect. Open market operations are the Federal Reserves' most important and most flexible monetary policy tool.

PORTFOLIO: Collection of securities held by an investor.

PRIMARY DEALER: A group of government securities dealers who submit daily reports of market activity and positions and monthly financial statements to the Federal Reserve Bank of New York and are subject to its informal oversight. Primary dealers include Securities and Exchange Commission (SEC) – registered securities broker-dealers, banks, and a few unregulated firms.

PRUDENT PERSON RULE: An investment standard. In some states, the law requires that a fiduciary, such as a trustee, may invest money only in a list of securities selected by the custody state – the so-called legal which would be bought by a prudent person of discretion and intelligence who is seeking a reasonable income and preservation of capital.

QUALIFIED PUBLIC DEPOSITORIES: A financial institution which does not claim exemption from the payment of any sales or compensating use or ad valorem taxes under the laws of this state, which has segregated for the benefit of the commission eligible collateral having a value of not less than its maximum liability and which has been approved by the Public Deposit Protection Commission to hold public deposits.

REPURCHASE AGREEMENT (RP OR REPO): A holder of securities sells these securities to an investor with an agreement to repurchase them at a fixed price on a fixed date. The security “buyer” in effect lends the “seller” money for the period of the agreement, and the terms of the agreement are structured to compensate him for this. Dealers use RP extensively to finance their positions. Exception: when the Fed is said to be doing RP, it is lending money, that is, increasing bank reserves.

SAFEKEEPING: A service to customers rendered by banks for a fee whereby securities and valuables of all types and descriptions are held in the bank's vaults for protection.

SECONDARY MARKET: A market made for the purchase and sale of outstanding issues following the initial distribution.

SECURITIES & EXCHANGE COMMISSION: Agency created by Congress to protect investors in securities transactions by administering securities legislation.

SEC RULE 15C3-1: See Uniform Net Capital Rule.

TREASURY BILLS: A non-interest bearing discount security issued by the U.S. Treasury to finance the national debt. Most bills are issued to mature in three months, six months, or one year.

TREASURY BOND: Long-term U.S. Treasury securities having initial maturities of more than 10 years.

TREASURY NOTES: A non-interest bearing discount security issued by the U.S. Treasury to finance the national debt. Most bills are issued to mature in three months, six months or one year.

UNIFORM NET CAPITAL RULE: Securities and Exchange Commission requirement that member firms as well as nonmember broker-dealers in securities maintain a maximum ratio of indebtedness to liquid capital of 15 to 1; also called net capital rule and net capital ratio. Indebtedness covers all money owed to a firm, including margin loans and commitments to purchase securities, one reason new public issues are spread among members of underwriting syndicates. Liquid capital includes cash and assets easily converted into cash.

YIELD: The rate of annual income return on an investment, expressed as a percentage. (a) **INCOME YIELD** is obtained by dividing the current dollar income by the current market price for the security. (b) **NET YIELD OR YIELD TO MATURITY** is the current income yield minus any premium above par or plus any discount from par in purchase price, with the adjustment spread over the period from the date of purchase to the date of maturity of the bond.