

**CITY OF SNYDER**  
**FISCAL YEAR 2019-2020**  
**ANNUAL BUDGET COVER PAGE**

This budget will raise more revenue from property taxes than last year's budget by an amount of \$175,775, which is a 8.06% increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$23,405.

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

**FOR:** Councilmembers Steve Rich, Steve Highfield, Tom Strayhorn and Terry Martin.

**AGAINST:** None.

**PRESENT and not voting:** None.

**ABSENT:** Councilmembers Bill Harris and Vernon Clay.

**Property Tax Rate Comparison**

	<b>2019-2020</b>	<b>2018-2019</b>
Property Tax Rate	\$0.4800/100	\$0.4700/100
Effective Tax Rate	\$0.4518/100	\$0.4438/100
Effective Maintenance & Operations Tax Rate	\$0.00	\$0.00
Rollback Tax Rate	\$0.4832/100	\$0.4811/100
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, 2019

CITY COUNCIL

Tony Wofford, Mayor  
Steve Highfield, Mayor Pro-Tem  
Bill Harris, Councilmember  
Vernon Clay, Councilmember  
Steve Rich, Councilmember  
Terry Martin, Councilmember  
Thomas Strayhorn, Councilmember

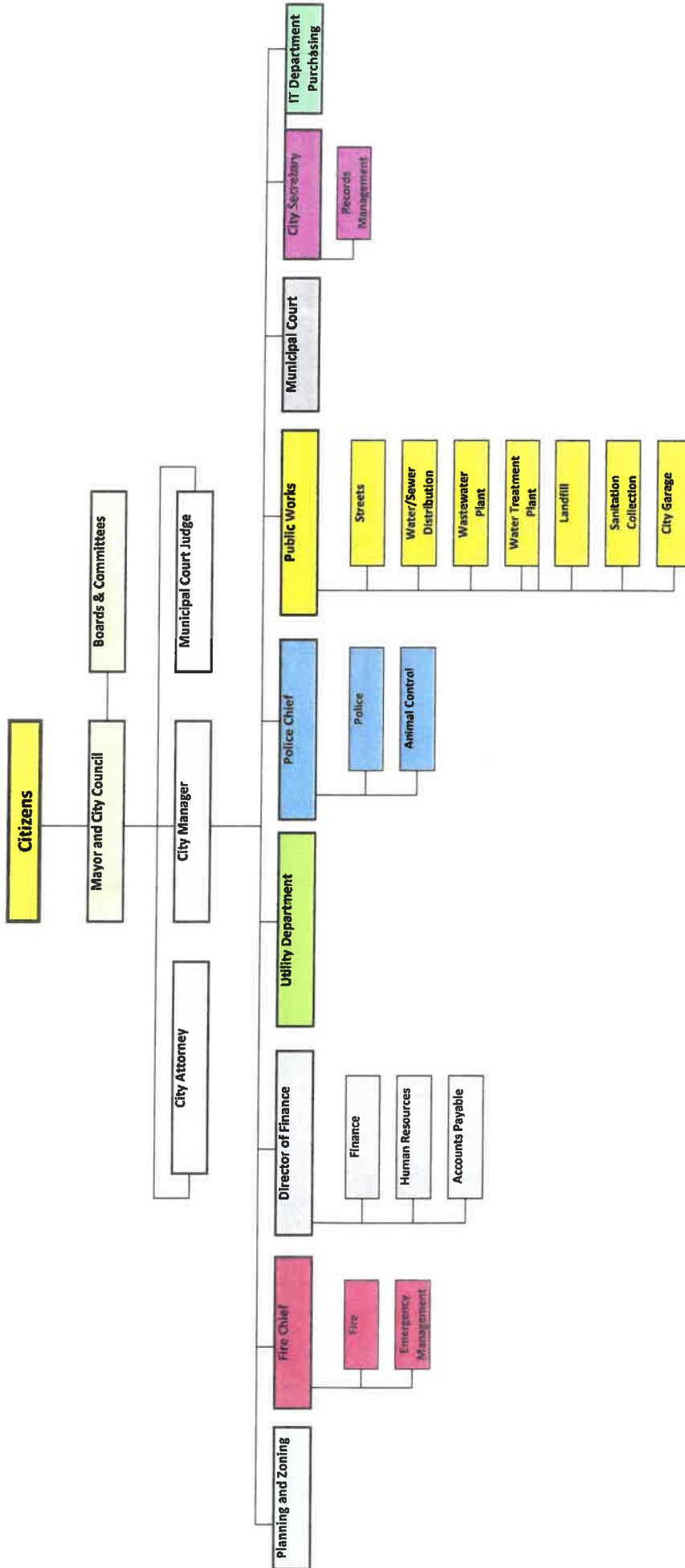
ADMINISTRATIVE STAFF

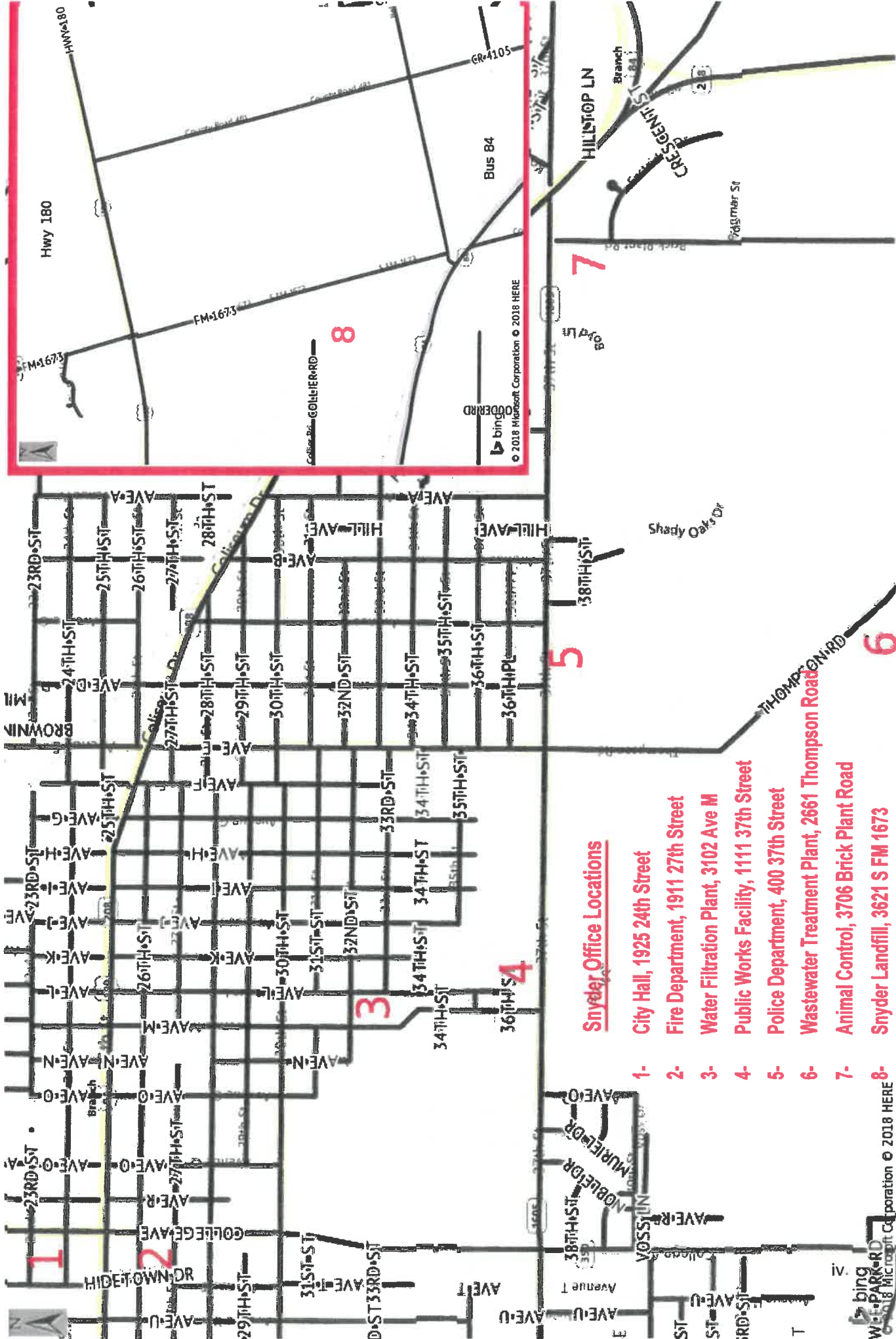
Merle Taylor.....City Manager  
Patricia Warren.....Treasurer/Director of Finance  
Underwood Law Firm.....Attorney for the City

# City of Snyder

## Organization Chart

Fiscal Year 2020





Snyder Office Locations

- 1- City Hall, 1925 24th Street
- 2- Fire Department, 1911 27th Street
- 3- Water Filtration Plant, 3102 Ave M
- 4- Public Works Facility, 1111 37th Street
- 5- Police Department, 400 37th Street
- 6- Wastewater Treatment Plant, 2661 Thompson Road
- 7- Animal Control, 3706 Brick Plant Road
- 8- Snyder Landfill, 3621 S FM 1673



CITY OF SNYDER, TEXAS  
ANNUAL BUDGET 2019-2020  
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# THE CITY OF SNYDER, TEXAS

P.O. Box 1341 • 1925 24th Street • 79550-1341  
325/573-4957 • 325/573-7505 Fax

September 30, 2019

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

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

I am pleased to submit to you the City of Snyder's Fiscal Year 2019-2020 (FY 2020) Annual Operating Budget. The annual budget is perhaps the single most important document of the City because it is the financial plan and program of work for the City for the upcoming fiscal year.

This budget is the plan the City of Snyder will operate under for the next twelve months. This plan was developed by the staff, and reviewed and approved by you, the City Council.

The expenditure levels will be a control on the overall expenditures for City programs, services and projects. The City staff is responsible for the use of these funds subject to the city's policies and controlled by your reviews.

The adopted fiscal year 2020 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 seek to maintain the City's present level of municipal services with the adopted ad valorem tax rate of .4800 per \$100 and a \$5.65 increase to the minimum charge to water and a \$5.00 increase to sanitation fees.

We have, after evaluating and prioritizing, compiled an Annual Operating Budget for FY 2019-20 which totals \$19,748,190 an increase of \$941,150 or 5.00% over appropriations for FY 2018-19. The increase in maintenance for the street departments accounts for most of this increase in the General Fund.

## Total Appropriations (Budget Basis)

<u>Fund</u>	<u>FY 2020</u>	<u>FY 2019</u>	<u>% Change</u>
General	\$ 8,224,435	\$ 7,541,010	9.06%
Water & Sewer	7,383,045	7,486,350	-1.38%
Sanitation	3,114,805	2,880,780	8.12%
Intergovernmental	453,160	397,495	14.00%
Motel	500,000	425,000	17.65%
TIF	72,745	76,405	-4.79%
Total Appropriation	\$ <u>19,748,190</u>	\$ <u>18,807,040</u>	5.00%

The budget is presented by fund and department within each fund starting with the Governmental Funds, then the Proprietary Funds, and the Fiduciary Fund, as illustrated below:

- I. Governmental Fund Types:
  - 1. General Fund
    - General Government
      - Department 1 - Administration
      - Department 2 - Finance/Accounting
      - Department 3 - Planning & Zoning
      - Department 4 - Municipal Court
      - Department 5 - Community Service
      - Department 6 - City Secretary/Records Management
      - Department 7 - Data Processing
    - Public Safety
      - Department 16 - Police
      - Department 17 - Animal Control
      - Department 18 – Fire
      - Department 19 – Fire Marshall
    - Public Works
      - Department 25 – Streets
  - 2. Special Revenue Funds
    - Motel
    - Tax Increment Finance (TIF)
- II. Proprietary Fund Types:
  - 1. Enterprise Fund
    - Sanitation
      - Department 30 - Sanitation Collection
      - Department 31 - Sanitation Landfill
    - Water & Sewer
      - Department 35 - Sanitary Sewer
      - Department 36 - Sewage Treatment
      - Department 74 - Water Production
      - Department 75 - Water Distribution
      - Department 76 - Utility
  - 2. Internal Service Funds
    - Department 80 - Central Garage
- III. Fiduciary Fund Types:
  - D.C.O.S. (not available for current year)

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

### **BUDGET DEVELOPMENT**

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

General instructions provided to department heads were:

Complete line items as necessary for 2019-2020 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 19-20.

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

The City has maintained a pay-as-you-go approach to major capital improvements, as opposed to bonded indebtedness. In 2010 the City issued Certificates of Obligation in the amount of \$3,495,000 for an energy analysis and service agreement. The bulk of this amount is for an automatic meter reading system for the City. The Certificates of Obligation will mature in 2023. An equipment lease/purchase agreement for the amount of \$2,985,314 to finance the automation equipment at the Water Plant and Wastewater Plant, along with the pump and lift stations will mature in 2028. In 2013, the City issued Certificate of Obligation in the amount of \$9,000,000 for the replacement of water lines, improvements to sewer lines, and overhead storage tanks for future development. The Certificate of Obligation will mature in 2027.

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 restructured. Several proposed items in this year's budget have been moved to the following year and utility fees (Water, Sewer & Sanitation) have been reviewed for enterprise deposition. A representative of the City, County and College has reviewed budget requests from the Senior Citizen's Center, an external non-profit agency.

#### **PERSONNEL**

The Council allotted 2.88% C.O.L.A. increase to the pay plan in the 19-20 budget. The city currently has 88 full time employees budgeted for the fiscal year 2019-2020.

#### **REVENUE AND EXPENDITURES**

The City's General Fund reflects the economical condition of the local economy. Sales Tax revenue increased from FY 2017 to FY 2018 by 16.95%, budgeted amount is estimated to increase from FY 2019 to FY 2020 by \$300,000, or 13.04%. This is a result of the local economy. The property tax rate for FY 2019 was .4700. Property valuations have increased by 5.44% (\$29,923,325) causing the effective tax rate for FY 19-20 to be .4518. The City has elected to adopt the tax rate of .4800.

The population of the City of Snyder has increased from the 2010 census of 11,206 to 11,320 in 2017. This is an increase of 1.02%. Various statistics can be found in the Statistical section of the budget.

General Fund expenditures are up by \$683,425 (9.06%) compared to FY 2018-19 budget. The increase in maintenance in the street department accounts for most of this increase.

Water sales revenue is projected to increase by 5.95%. An increase of \$5.65 to the minimum charge of \$33.66. This increase is necessary to cover the capital improvement projects for water and sewer. Sanitation collection charges will increase \$5.00. The maintenance of revenues is necessary to cover operating costs of the water treatment plant, wastewater treatment plant and the Subtitle D Landfill. Our Capital Improvements budget increased from \$1,291,950, to \$2,892,950 or (123.92%) more than last year. Primary projects include a scraper for landfill (\$925,000) cell expansion for landfill (\$150,000), sewer line replacement (\$500,000).

Motel/hotel revenue is projected to increase by 17.65%. The amount of the property tax that is obligated to the TIF Fund has decreased this is a result of the decrease in the valuations within that district.

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

14. To secure the investments of the City of Snyder with these three objectives in this order; safety, liquidity and yield.

### **GOALS AND OBJECTIVES**

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

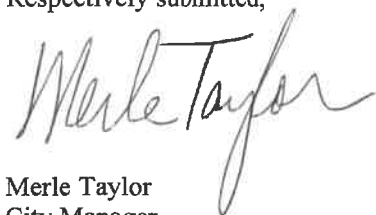
1. Continue to support extension of FM 1611 as a truck route around the central business district.
2. Continue regularly scheduled meetings with the heads of the Chamber of Commerce, School Boards, College Board, County Commissioner's Court, Hospital Board, and Appraisal District.
3. Continue the development 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.
14. Continue School Resource Officer Program with funding of approximately \$112,105.
15. Continue providing Civic Ready service for citizens.
16. Apply for Community Improvement Grants.
17. Completion of Phase IV on Water Treatment Plant.
18. Lake J.B. Thomas nearing 30% capacity into CRMWD system.
19. Continue to offer incentives through sales tax and property tax abatements to property owners in Snyder.
20. Continue to promote Snyder for future growth and development
21. To begin implementation of the short term and long-term goals of the City of Snyder's comprehensive plan.

22. Continue to keep the public informed of ongoing events and information related to the daily operations of the City of Snyder through social media.
23. Continue contributing to the TIF Fund with ad valorem taxes collected in that district and pro-development in that area.
24. Continue with the spring time clean up within the City of Snyder, assist in making Snyder and the downtown area a place that we can all be proud of. Seek grants that can be used to renovate and maintain the downtown area through Texas Downtown Association.
25. Participate in a study with the U.S. Army Corp of Engineers in restoration of Deep Creek.
26. Entered into an agreement with Texas Department of Transportation to replace the bridge located at 26<sup>th</sup> St and Deep Creek.
27. Participating in the grant awarded to the City by TXDOT for the sidewalks to the Junior High.
28. Entered into an agreement with Spectra Solar, LLC for solar plant located at 2661 Thompson Rd. An additional agreement with Spectra Solar, LLC at 1200 32<sup>nd</sup> St.
29. Continue development of a security system for the City Hall Building
30. Future participation with the high school program in a grant to update the Browning Park if grant is awarded.
31. Issue \$4.1 million in Certificates of Obligation for Capital Improvements to the water and wastewater systems.
32. Begin capital improvement projects for water and sewer.
33. Online service will be available for utility customers to go online and check their accounts for possible leaks or excessive usage on their water account.
34. Continue to encourage paperless billing in the utility department to save on both postage and supplies.

### **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 2019-2020 City Budget.

Respectively submitted,



Merle Taylor  
City Manager

**ORDINANCE NO. 2075**

**AN ORDINANCE MAKING  
APPROPRIATION FOR THE SUPPORT TO  
THE CITY GOVERNMENT FOR THE FISCAL  
YEAR BEGINNING OCTOBER 1, 2019 AND  
ENDING SEPTEMBER 30, 2020.**

**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, 2019 and ending September 30, 2020, 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 \$8,224,435 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	\$ 8,224,435

**SECTION 2:** THAT the sum of \$572,745 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	72,745
	<u>\$ 572,745</u>

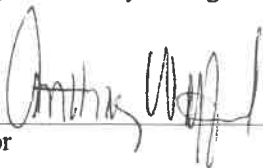
**SECTION 3:** THAT the sum of \$10,497,850 is hereby appropriated out of the Enterprise Fund as hereinafter itemized, to wit:

<u>FUND</u>	<u>APPROPRIATION</u>
Water and Sewer	\$ 7,383,045
Sanitation	3,114,805
Total Enterprise Fund	<u>\$ 10,497,850</u>

**SECTION 4:** THAT the sum of \$453,160 is hereby appropriated out of the Internal Service Fund as hereinafter itemized, to wit:

<u>FUND</u>	<u>APPROPRIATION</u>
Central Garage Fund	\$ 453,160
Total Internal Service Fund	<u>\$ 453,160</u>
<u>TOTAL BUDGET (Memo Only)</u>	<u>\$ 19,748,190</u>

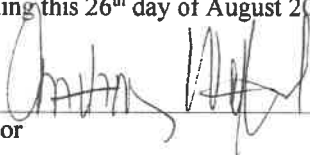
**PASSED AND APPROVED** by the City Council on first reading this 13<sup>th</sup> day of August 2019.

  
\_\_\_\_\_  
Mayor

ATTEST:

  
\_\_\_\_\_  
City Secretary

**PASSED AND ADOPTED** by the City Council on second reading this 26<sup>th</sup> day of August 2019.

  
\_\_\_\_\_  
Mayor

ATTEST:

  
\_\_\_\_\_  
City Secretary

**ORDINANCE NO. 2077**

**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 2019, 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 2019 the sum of \$.4800 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 1<sup>st</sup> day of February, 2020, 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 6.24 percent over the effective tax rate and will raise taxes for maintenance and operations on a \$100,000 home by approximately \$10.00.

**PASSED AND APPROVED** on first reading this 13<sup>th</sup> day of August 2019.

  
\_\_\_\_\_  
Mayor

ATTEST:

  
\_\_\_\_\_  
City Secretary

**PASSED AND ADOPTED** on second reading this 26<sup>th</sup> day of August 2019.

  
\_\_\_\_\_  
Mayor

ATTEST:

  
\_\_\_\_\_  
City Secretary

# CITY OF SNYDER

## PROPOSED BUDGET SUMMARY Fiscal Year 2019-2020

FUND	DESCRIPTION	PROPOSED BUDGET 9/30/2020	BUDGET 9/30/2019	ACTUAL 09/30/18	ACTUAL 9/30/2017	ACTUAL 9/30/2016
<b>GENERAL</b>						
	REVENUES:					
	Taxes	\$	\$	\$	\$	\$
	Property	2,464,315	2,273,160	2,360,736	2,335,126	2,134,364
	Sales	2,600,000	2,300,000	2,375,541	2,031,217	2,710,301
	Liquor	30,000	20,000	24,981	12,191	11,461
	Franchise	765,000	746,000	763,170	745,504	778,439
	Licenses & Permits	87,765	70,940	75,328	74,102	144,454
	Intergovernmental	160,485	161,970	108,519	131,150	142,942
	Charges for Services					
	Administrative Fee	1,414,355	1,415,030	1,406,776	1,141,398	1,220,364
	Municipal Court Fee	66,260	61,860	90,060	66,787	70,832
	Billings for Emergency Services	14,000	15,000	-	-	1,810
	Credit Card Fees	7,200	7,000	-	6,998	5,714
	Fines & Forfeitures	175,000	170,000	189,896	154,908	143,898
	Miscellaneous					
	Interest	140,000	90,000	118,708	61,524	49,732
	Proceeds from Insurance	5,000	5,000	9,700	61,451	9,408
	Gain/Loss on Sale of Equipment	3,000	6,000	-	-	-
	Misc. Revenue & Other Sources	99,050	199,050	319,640	115,497	160,011
	Transfer from Reserve	193,005	-	-	-	-
	<b>Total</b>	<b>\$ 8,224,435</b>	<b>\$ 7,541,010</b>	<b>\$ 7,843,055</b>	<b>\$ 6,937,853</b>	<b>\$ 7,583,730</b>
	EXPENDITURES:					
	Administration	\$ 344,540	\$ 286,820	\$ 276,249	\$ 293,075	\$ 423,973
	Finance	363,515	369,630	399,648	393,517	386,806
	Planning & Zoning	262,580	253,985	487,933	567,700	321,553
	Municipal Court	361,150	328,240	358,591	446,418	263,692
	Community Service	427,610	369,115	384,819	364,621	689,928
	City Secretary/Records	193,290	190,420	176,773	177,879	174,259
	IT/Purchasing	149,140	145,505	142,789	130,181	124,359
	Police	2,595,165	2,643,290	2,370,538	2,406,757	2,511,724
	Animal Control	210,330	166,545	179,218	198,340	182,045
	Fire	1,311,915	1,468,495	1,081,510	1,223,858	1,219,534
	Fire Marshall	126,130	119,280	126,724	-	-
	Street	1,879,070	1,199,685	1,011,977	1,969,597	1,156,789
	<b>Total</b>	<b>\$ 8,224,435</b>	<b>\$ 7,541,010</b>	<b>\$ 6,996,769</b>	<b>\$ 8,171,943</b>	<b>\$ 7,454,662</b>
	Excess (Deficiency) of Revenues over Expenditures	\$ -	\$ -	\$ 846,286	\$ (1,234,090)	\$ 129,068
<b>WATER &amp; SEWER</b>						
	REVENUES:					
	Water Sales	\$ 5,413,880	\$ 5,110,000	\$ 5,104,238	\$ 5,109,466	\$ 4,942,602
	Sewer Charges	1,620,000	1,620,000	1,536,830	1,592,854	1,503,102
	Billings & Collections for Sanitation	441,610	449,670	424,667	351,560	374,948
	Water Taps	8,000	21,000	6,750	24,921	6,275
	Sewer Taps	8,000	14,000	6,050	13,900	5,150
	Plumbing Permits & Inspections	9,700	8,400	9,691	8,260	17,427
	Miscellaneous	58,450	53,250	59,171	49,460	58,723
	Interest Income	23,000	7,000	21,186	20,236	33,556
	Gain (loss) on Sale of Equipment	-	-	-	1,200	5,300
	Proceeds from Insurance	3,000	10,000	241	78,343	27,455
	Capital Grant	-	-	-	5,000	516,708
	<b>Total</b>	<b>\$ 7,585,640</b>	<b>\$ 7,293,320</b>	<b>\$ 7,168,824</b>	<b>\$ 7,255,200</b>	<b>\$ 7,491,246</b>
	EXPENSES:					
	Sanitary Sewer	\$ 432,115	\$ 466,730	\$ 368,184	\$ 463,361	\$ 373,361
	Wastewater Treatment Plant	990,445	931,145	856,534	927,648	980,902
	Water Treatment Plant	3,309,550	3,332,855	3,335,693	3,352,220	3,464,223
	Water Distribution	1,102,105	1,150,515	993,452	1,140,210	824,692
	Utility and Collections	1,145,425	1,179,680	1,097,989	1,100,554	1,042,837
	Debt Service	403,405	425,425	445,076	465,003	568,778
	<b>Total</b>	<b>\$ 7,383,045</b>	<b>\$ 7,486,350</b>	<b>\$ 7,096,928</b>	<b>\$ 7,448,996</b>	<b>\$ 7,254,793</b>
	Change in Net Position	202,595	(193,030)	71,896	(193,796)	236,453

FUND	DESCRIPTION	PROPOSED BUDGET 9/30/2020	BUDGET 9/30/2019	ACTUAL 09/30/18	ACTUAL 9/30/2017	ACTUAL 9/30/2016
SANITATION	REVENUES:					
	Sanitation Charges	\$ 2,145,000	\$ 1,950,000	\$ 1,885,355	\$ 1,885,312	\$ 1,930,374
	Landfill Gate Fees	530,000	800,000	516,813	790,965	801,751
	Roll Off Containers	110,000	53,000	90,184	44,309	-
	COG Grant	-	-	-	18,393	-
	Miscellaneous	11,500	3,000	11,145	2,168	17,449
	Interest	45,000	28,000	48,165	17,887	8,323
	Gain(loss) on Sale of Asset	280,000	65,000	347,500	55,500	185,000
	Proceeds from Insurance	-	-	-	2,819	-
	Total	<u>3,121,500</u>	<u>2,899,000</u>	<u>2,899,162</u>	<u>2,817,353</u>	<u>2,942,897</u>
	EXPENSES:					
	Collection	1,078,495	1,098,780	977,852	1,025,006	1,004,116
	Landfill	<u>2,036,310</u>	<u>1,782,000</u>	<u>1,844,390</u>	<u>1,888,810</u>	<u>1,807,712</u>
	Total	<u>3,114,805</u>	<u>2,880,780</u>	<u>2,822,242</u>	<u>2,913,816</u>	<u>2,811,828</u>
	Change in Net Position	6,695	18,220	76,920	(96,463)	131,069
INTERGOVERNMENTAL	REVENUES:					
	Billings to Departments	\$ 453,160	\$ 397,495	\$ 401,065	\$ 384,258	\$ 356,510
	Miscellaneous	119,560	119,560	5,885	2,080	3,409
	Gain(loss) on Sale of Asset	-	-	-	-	-
	Total	<u>\$ 572,720</u>	<u>\$ 517,055</u>	<u>\$ 406,950</u>	<u>\$ 386,338</u>	<u>\$ 359,919</u>
	EXPENSES:					
	Personnel Services	\$ 73,400	\$ 70,100	\$ 42,397	\$ 74,985	\$ 74,935
	Supplies	250,050	224,200	253,698	224,236	229,145
	Maintenance	10,305	7,535	10,414	8,310	4,853
	Services	29,645	31,420	31,233	27,400	27,757
	Sundry Charges	2,000	2,180	1,498	3,167	3,193
	Depreciation	<u>87,760</u>	<u>62,060</u>	<u>65,983</u>	<u>48,240</u>	<u>20,036</u>
	Total	<u>\$ 453,160</u>	<u>\$ 397,495</u>	<u>\$ 405,223</u>	<u>\$ 386,338</u>	<u>\$ 359,919</u>
	Change in Net Position	\$ 119,560	\$ 119,560	\$ 1,727	-	-
SPECIAL REVENUE TIF MOTEL	REVENUES;					
	Property Taxes	\$ 72,745	\$ 76,405	\$ 77,120	\$ 63,180	\$ 47,828
	Occupancy	<u>500,000</u>	<u>425,000</u>	<u>495,243</u>	<u>409,911</u>	<u>352,564</u>
	Total	<u>\$ 572,745</u>	<u>\$ 501,405</u>	<u>\$ 572,363</u>	<u>\$ 473,091</u>	<u>\$ 400,392</u>
	EXPENDITURES					
	Property Taxes	\$ 72,745	\$ 76,405	\$ 118	\$ -	\$ -
	Occupancy	<u>500,000</u>	<u>425,000</u>	<u>495,243</u>	<u>409,911</u>	<u>355,908</u>
	Total	<u>\$ 572,745</u>	<u>\$ 501,405</u>	<u>\$ 495,361</u>	<u>\$ 409,911</u>	<u>\$ 355,908</u>
	Excess (Deficiency) of Revenues over Expenditures	-	-	77,002	63,180	44,484
	ALL FUNDS REVENUES	20,077,040	18,751,790	18,890,354	17,869,835	18,778,184
	ALL FUNDS EXPENSES	<u>19,748,190</u>	<u>18,807,040</u>	<u>17,816,523</u>	<u>19,331,004</u>	<u>18,237,110</u>
	NET ALL FUNDS	<u>\$ 328,850</u>	<u>\$ (55,250)</u>	<u>\$ 1,073,831</u>	<u>\$ (1,461,169)</u>	<u>\$ 541,074</u>



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

2019-2020 BUDGET

	Governmental Fund Types		Totals
	General	Special Revenue	Proposed 2019-2020 Budget
<b>Revenues:</b>			
Taxes	5,859,315	572,745	6,432,060
Licenses and Permits	87,765	-	87,765
Intergovernmental	160,485	-	160,485
Charges for Services	1,501,815	-	1,501,815
Fines and Forfeitures	175,000	-	175,000
Interest	140,000	-	140,000
Miscellaneous	99,050	-	99,050
<b>Total Revenues</b>	<b>8,023,430</b>	<b>572,745</b>	<b>8,596,175</b>
<b>Expenditures:</b>			
General Government	2,101,825	-	2,101,825
Public Safety	4,243,540	-	4,243,540
Public Works	1,879,070	-	1,879,070
Culture and Recreation	-	500,000	500,000
Tax Increment Financing	-	72,745	72,745
<b>Total Expenditures</b>	<b>8,224,435</b>	<b>572,745</b>	<b>8,797,180</b>
Excess (Deficiency) of Revenues over Expenditures	(201,005)	-	(201,005)
<b>Other Financing Sources (Uses):</b>			
Sale of Fixed Assets	3,000	-	3,000
Proceeds fro Insurance	5,000	-	5,000
Proceeds from Cert. of Oblig.	-	-	-
Transfers from Reserve	193,005	-	193,005
Excess (Deficiency) of Rev. & Other Sources over Expenditures	-	-	-
<b>Fund Balance B-O-Y</b>	<b>7,612,556</b>	<b>187,714</b>	<b>7,800,270</b>
Plus depreciation	-	-	-
Changes in inventory	-	-	-
Changes in accounting prin.	-	-	-
<b>Fund Balance E-O-Y</b>	<b>7,612,556</b>	<b>187,714</b>	<b>7,800,270</b>

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

PRIOR YEAR TOTALS

	Budgeted 2018-2019	Actual 2017-2018	Actual 2016-2017	Actual 2015-2016
Revenues:				
Taxes	5,512,605	6,096,791	5,597,130	5,454,711
Licenses and Permits	57,370	75,328	74,102	36,967
Intergovernmental	134,360	108,519	131,150	134,256
Charges for Services	1,475,695	1,496,836	1,220,123	1,332,617
Fines and Forfeitures	156,000	189,896	149,967	158,744
Interest	59,215	118,708	61,524	44,837
Contributions & Donations	-	-	-	-
Miscellaneous	113,050	329,340	80,497	266,895
Total Revenues	7,508,295	8,415,418	7,314,493	7,429,027
Expenditures:				
General Government	1,951,010	2,226,919	2,373,391	2,220,936
Public Safety	4,041,770	3,757,990	3,828,955	3,978,895
Public Works	1,252,050	1,011,977	1,969,597	1,151,916
Culture and Recreation	365,000	495,243	409,911	355,908
Tax Increment Financing	65,860	-	-	-
Total Expenditures	7,675,690	7,492,129	8,581,854	7,707,655
Excess (Deficiency) of Revenues over Expenditures	(167,395)	923,289	(1,267,361)	(278,628)
Other Financing Sources (Uses):				
Sale of Fixed Assets	-	9,700	35,000	-
Proceeds from Insurance	-	1,328	61,451	169,109
Transfer from Reserve	167,395	-	-	-
	-	-	-	-
Excess (Deficiency) of Rev. & Other Sources over Expenditures	-	934,317	(1,170,910)	(109,519)
Fund Balance B-O-Y	7,800,270	7,111,944	8,282,854	8,392,373
Prior year adjustment	-	(245,991)	-	-
Plus depreciation	-	-	-	-
Changes in inventory	-	-	-	-
Changes in accounting prin.	-	-	-	-
Fund Balance E-O-Y	7,800,270	7,800,270	7,111,944	8,282,854

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

2019-2020 BUDGET

	Proprietary Fund Types		Totals
	Enterprise	Internal Service	Proposed 2019-2020 Budget
Operating Revenues:			
Billings to Departments	-	453,160	453,160
Water Sales	5,413,880	-	5,413,880
Sewer Charges	1,620,000	-	1,620,000
Sanitation Charges	2,145,000	-	2,145,000
Landfill Gate Fees	530,000	-	530,000
Billings & Collections for Sanitation	441,610	-	441,610
Water & Sewer Taps	16,000	-	16,000
Plumbing Permits & Inspc.	9,700	-	9,700
Miscellaneous	72,950	119,560	192,510
Roll-off Containers	110,000	-	25,000
Total Oper. Revenues	10,359,140	572,720	10,846,860
Operating Expenses:			
Personnel Services	2,202,335	73,400	2,275,735
Supplies	612,010	250,050	862,060
Maintenance	600,075	10,305	610,380
Services	3,862,020	29,645	3,891,665
Sundry Charges	148,820	2,000	150,820
Depreciation	2,668,985	87,760	2,756,745
Total Oper. Expenses	10,094,245	453,160	10,547,405
Operating Income or (Loss)	264,895	119,560	384,455
Non-Oper. Revenues/(Expenses):			
Interest Income	68,000	-	68,000
Gain (Loss) on Sale of Asset	280,000	-	280,000
Amortized Issuance Cost	-	-	-
Debt Service	(403,405)	-	(403,405)
Total Non-Oper.	(55,405)	-	(55,405)
Net Income (Loss)	209,490	119,560	329,050
Add Depre. trans. to contr. cap.	-	-	-
Working Capital B-O-Y	2,686,556	-	2,299,342
Adjustments	-	-	<del>(300,795)</del>
Working Capital E-O-Y	3,039,862	-	1,998,547

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 2018-2019	Actual 2017-2018	Actual 2016-2017	Actual 2015-2016
Operating Revenues:				
Billings to Departments	397,495	401,065	384,258	369,732
Water Sales	5,110,000	5,104,238	5,109,466	4,942,602
Sewer Charges	1,620,000	1,536,830	1,592,854	1,503,102
Sanitation Charges	1,950,000	1,885,355	1,885,312	1,930,374
Landfill Gate Fees	800,000	516,813	790,965	801,751
Billings & Collections for Sanita	449,670	424,667	351,560	374,948
Water & Sewer Taps	35,000	12,800	38,821	11,425
Plumbing Permits & Inspc.	8,400	9,691	8,260	17,427
Miscellaneous	66,250	166,385	98,017	100,743
Rolloff containers	53,000	-	-	-
Total Oper. Revenues	10,489,815	10,057,844	10,259,513	10,052,104
Operating Expenses:				
Personnel Services	2,143,430	1,985,775	2,302,516	2,193,967
Supplies	889,845	785,038	860,276	988,119
Maintenance	669,045	461,323	622,494	793,868
Services	3,580,420	3,851,005	3,574,306	3,841,612
Sundry Charges	153,710	106,787	213,122	117,864
Depreciation	2,924,090	2,684,926	2,705,349	2,422,465
Non Capitalized Equipment	-	4,462	6,083	5,469
Total Oper. Expenses	10,360,540	9,879,316	10,284,146	10,363,364
Operating Income or (Loss)	129,275	178,528	(24,633)	(311,260)
Non-Oper. Revenues/(Expenses):				
Interest Income	41,000	69,351	38,125	47,092
Gain (Loss) on Sale of Asset	200,000	347,500	56,700	147,300
Proceeds from Insurance	-	241	81,162	44,442
Amortized Issuance Cost	-	-	-	-
Debt Service	(466,695)	(445,076)	(465,003)	(484,479)
Total Non-Oper.	(225,695)	(27,984)	(289,016)	(245,645)
Capital Grant Contributions	-	-	23,393	516,708
Net Income (Loss)	(96,420)	150,544	(290,256)	(40,197)
Total Net Position - beginning	12,913,495	12,762,951	13,127,139	13,167,336
Prior Period Adjustment	-	-	-	-
Total Net Position - ending	12,817,075	12,913,495	12,836,883	13,127,139

GENERAL FUND  
NARRATIVE  
FISCAL YEAR 2019-2020

Sales tax revenues are projected to increase by 13.04% for FY 2019-20 and current Ad Valorem tax collections are anticipated to be \$175,775 more than last year due to an increase in the tax levy with the adopted property rate of .4800 per \$100.00. Franchise taxes will increase by 19,000 or 2.55%. The increase in budgeted revenue for the FY 2019-20 is due primarily to the increase in ad valorem tax and sales tax received. This is a result of the local economy and an increase in property tax.

The City had an increase in property valuations creating an effective rate of .4518. The ad valorem rate of .4800 was adopted to fund the expenditures budgeted for 2019-20 (see graph on page 9 for history of tax rates).

Anticipated revenues for the General Fund total \$8,224,535 an increase of \$683,425 or 9.06% more than the preceding year's budget (see graph on page 17). The amount of revenues from various sources and the change from last year are shown in the following tabulation:

Revenue Source	Amount	Percent of Total	Increase/(Decrease) from FY 2019
Taxes	\$ 5,859,315	71.24%	\$ 520,155
Licenses & Permits	87,765	1.07%	16,825
Intergovernmental	160,485	1.95%	(1,485)
Charges for Services	1,501,815	18.26%	2,925
Fines & Forfeitures	175,000	2.13%	5,000
Interest	140,000	1.70%	50,000
Miscellaneous	107,050	1.30%	(103,000)
Transfer from Reserve	193,005		193,005
Total	\$ 8,224,435	97.65%	\$ 683,425

Ad valorem taxes, both current and delinquent, are expected to produce 29.96% of the General Fund revenues for FY 2020 as compared to 30.14% of the budgeted revenues for FY 2019, (refer to graph page 10). Sales tax revenues which amounted to 31.61% of the total for FY 2020 have increased by 13.04% (see graph on page 12) for FY 2020. Franchise and Liquor taxes make up the remaining 13.57% of taxes.

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 2019 is \$580,289,760 an increase of \$29,923,325 (5.44%) from FY 2018.

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 based on 100 percent of its appraised market value and is prohibited for 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 is .4832 per \$100 of assessed valuation.

Expenditures for the General Fund total \$8,224,435 for FY 2020, an increase of 9.06% from FY 2019, (see graph page 14). Changes in levels of expenditures for major functions of the City over the preceding year are shown in the following tabulation:

Function	Current	Percent of Total	Increase/(Decrease) From FY 2019
General Government	\$ 2,101,825	25.56%	\$ 158,110
Public Safety	4,243,540	51.60%	(154,070)
Public Works	1,879,070	22.85%	679,385
Total	<u>\$ 8,224,435</u>	<u>100.00%</u>	<u>\$ 683,425</u>

The major functions and their percentage of the total General Fund expenditures are shown in the pie-chart, page 13.

General Government budgeted expenditures have increased by 8.13% from last year. Personnel increased .11%, maintenance by 58.99%, capital outlay by 423.23%, services by 3.35%, and sundry charges increased by 43.37%.

Public Safety budgeted expenditures decreased by 3.50%. Personnel increased by 3.11, supplies by .94%, maintenance by 23.94%. Sundry charges decreased by 23.68%, services by 14.08%, capital outlay by 39.75%.

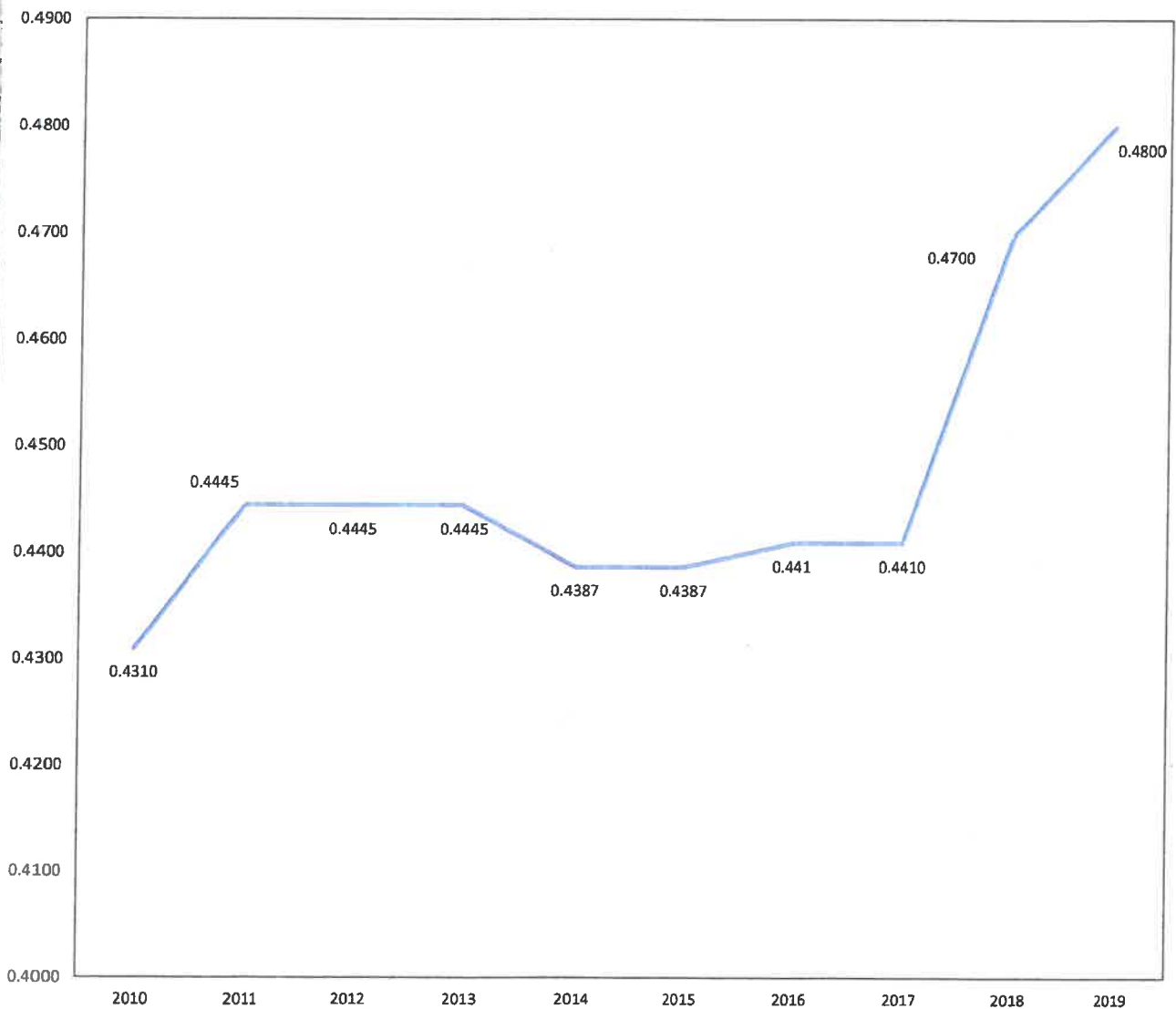
Public Works (street department) budgeted expenditures increased by 56.63%. Personnel increased by 3.16%, capital outlay by 72.42%, maintenance by 239.97%. The largest increase was due to an increase in the budgeted amount for street maintenance.

The budgeted Undesignated Fund Balance at the end of FY 2020 is expected to reflect no change from the FY 2019 balance. The relationship between annual actual expenditures and undesignated fund balance for the ten-year period FY 2011 – FY 2018 can be viewed on the graph on page 15. 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 161, sets out the schedule of capital expenses for the five-year period which includes FY 2020. Capital expenditures for 2020 are \$799,600 as compared to \$151,300 for the previous fiscal year. Local economic conditions including an increase in both ad valorem taxes and sales tax are a key factor in the increase in capital. The expenditures for capital improvements are found in all departmental budgets.

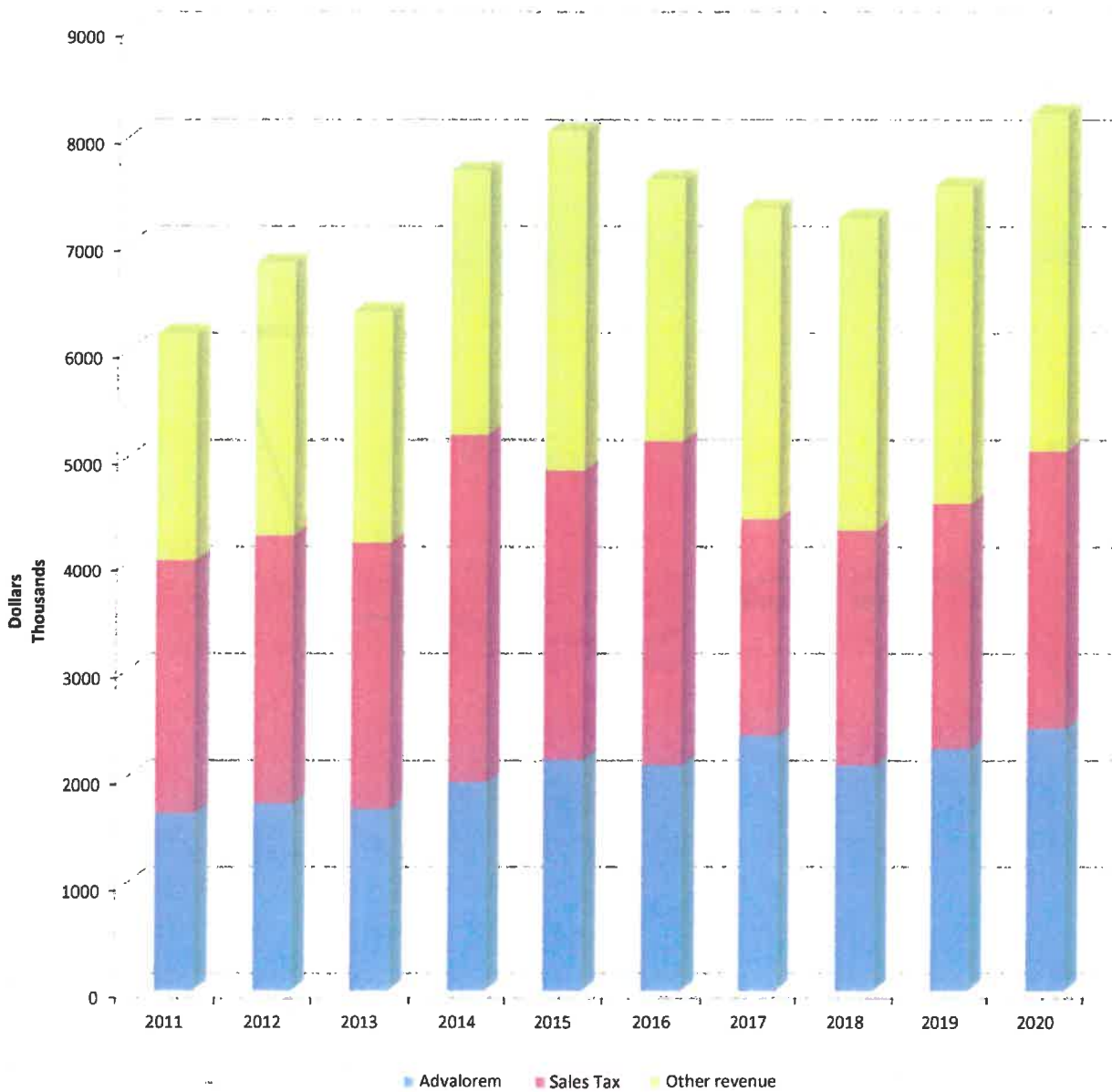
The City Council established a Tax Increment Financing Zone in November 2013 – promoting the development of a certain contiguous area within its jurisdiction and ETJ by the creation of a reinvestment zone. Sixty-five percent (65%) of the property taxes from this district go in to the TIF Fund.

### Advalorem Tax Rate 10 year history



This chart displays the tax rate for the past ten years for the City of Snyder from .4310 per \$100 of assessed value in 2010 to .4800 per \$100 of assessed value in 2019. This is a .0490 increase which would equal to an increase of \$49.00 on a home valued at \$100,000 over a period of ten years.

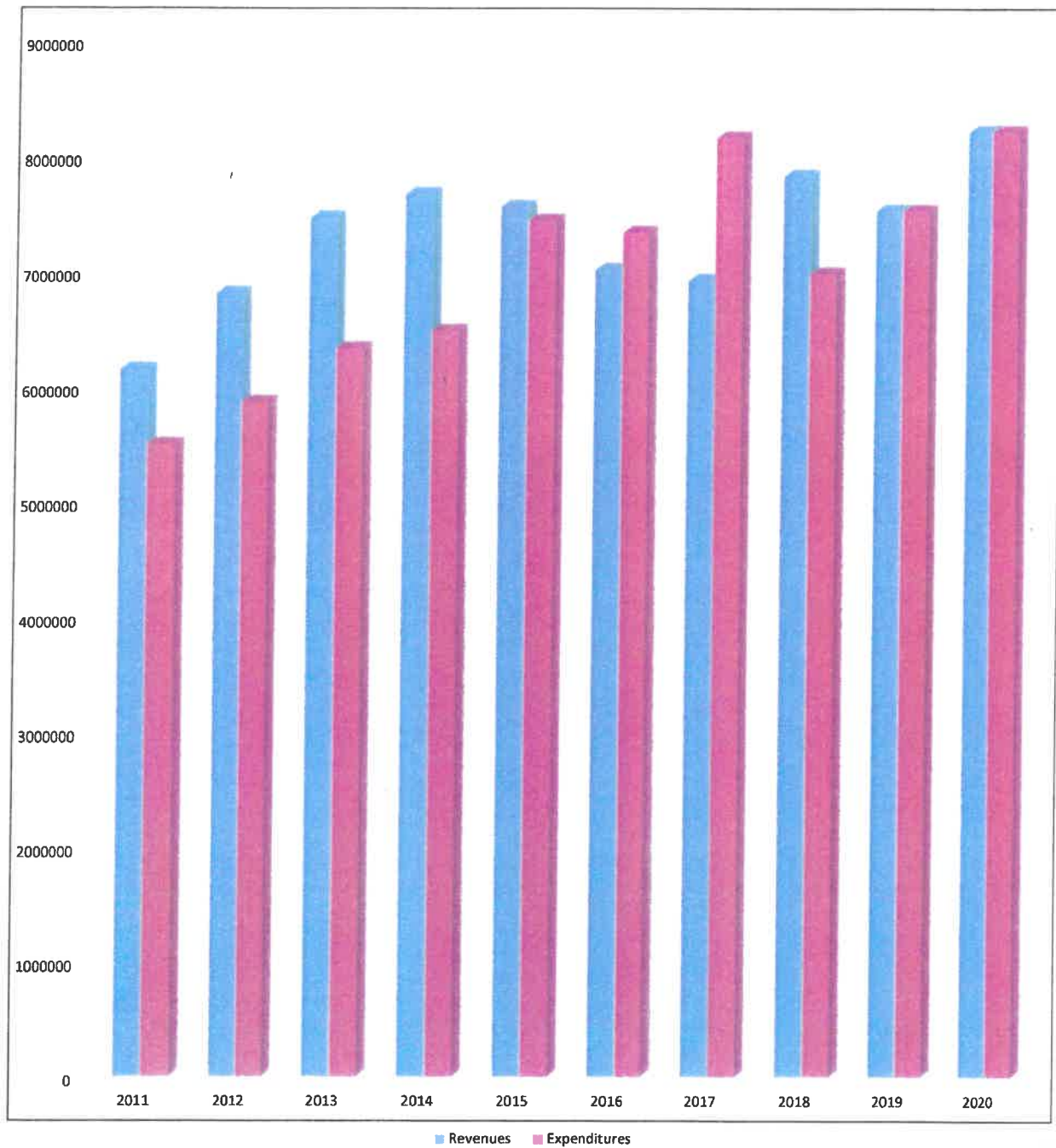
**General Fund  
Ad Valorem, Sales Tax, Other Revenue  
Fiscal Year 2019-2020**



**Description: This graph shows the relationship between actual Ad Valorem Taxes and Sales Tax to Total Revenue in the General Fund for the period Fiscal Year 2011 to Fiscal Year 2018, and the budgeted amount for Fiscal Years 2019 & 2020.**

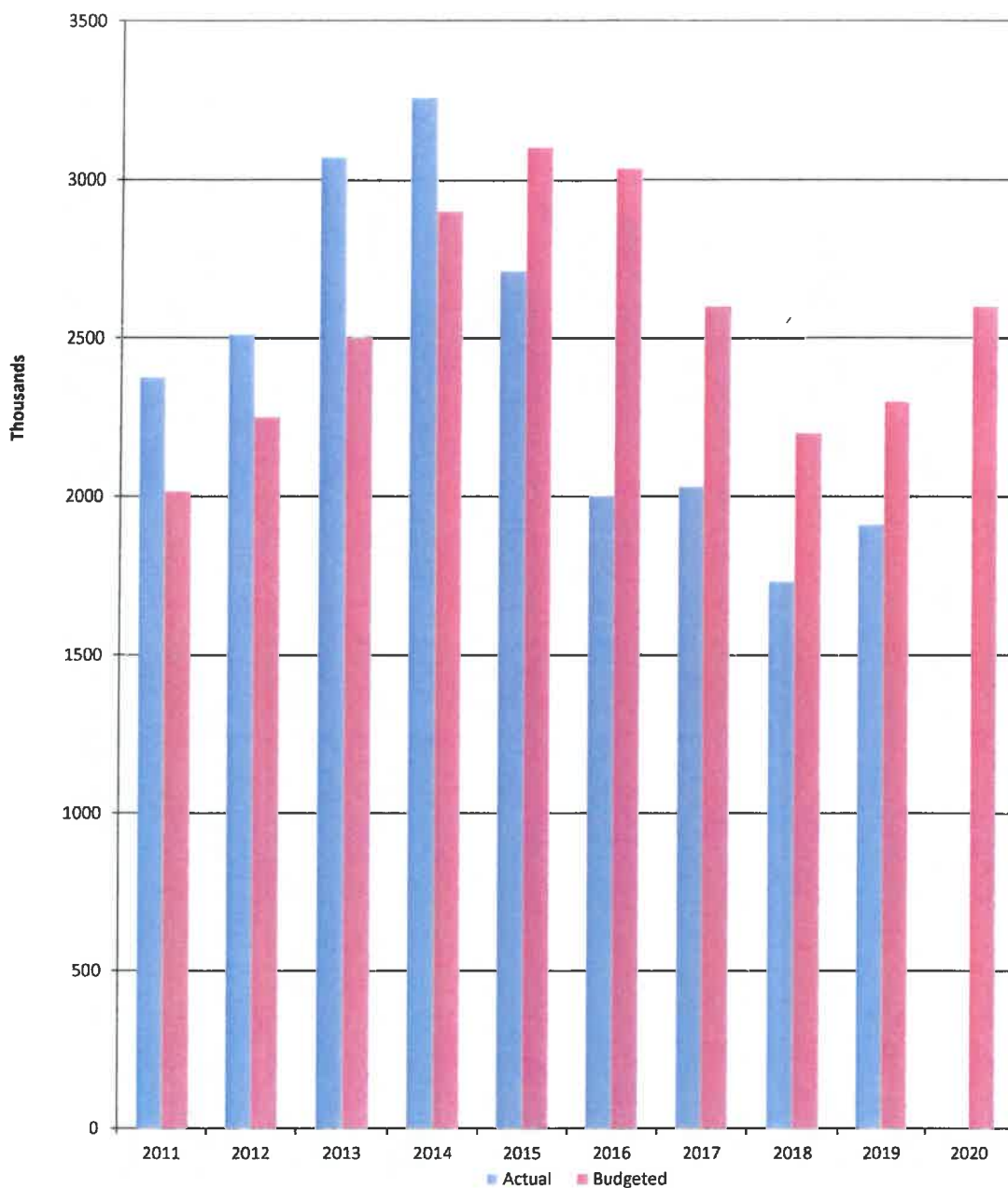


# **General Fund Revenues & Expenditures Fiscal Year 2019-2020**



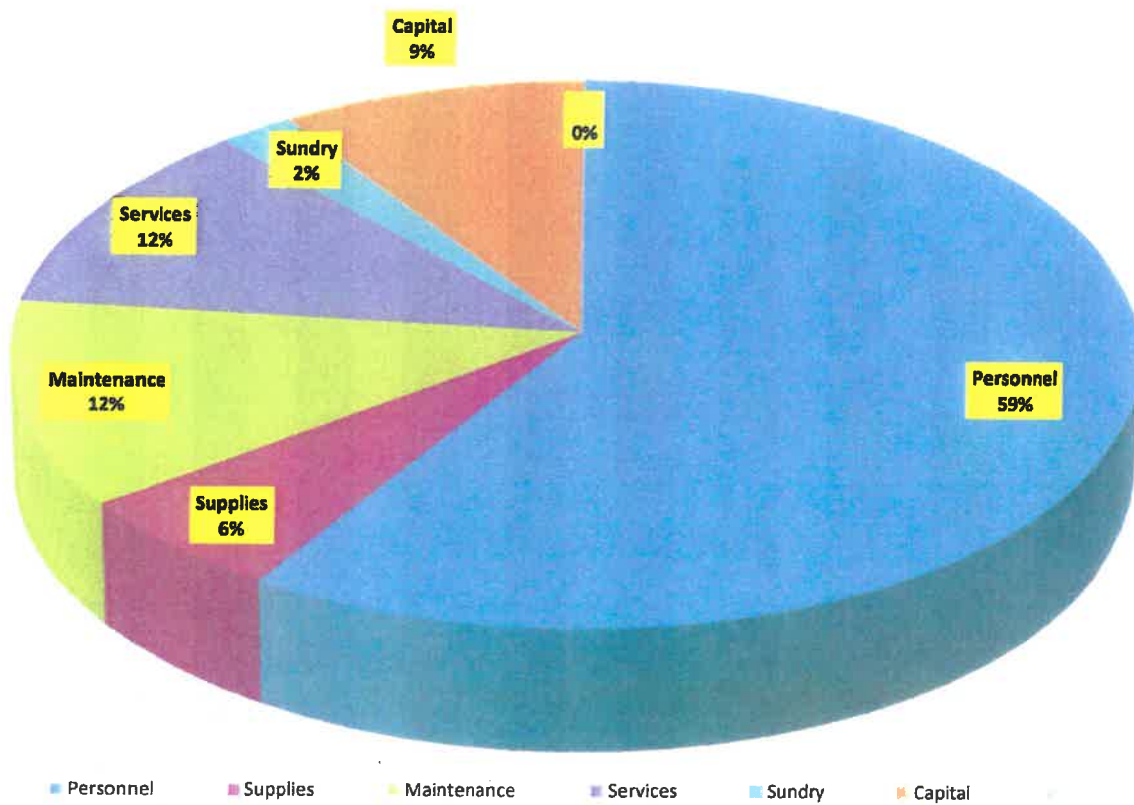
**Description:** This graph shows the actual General Fund Revenues and Expenditures for Fiscal Year 2011 to Fiscal 2018 and budgeted revenue and expenditures for Fiscal Years 2019 and 2020.

## Sales Tax Revenue 10 year history



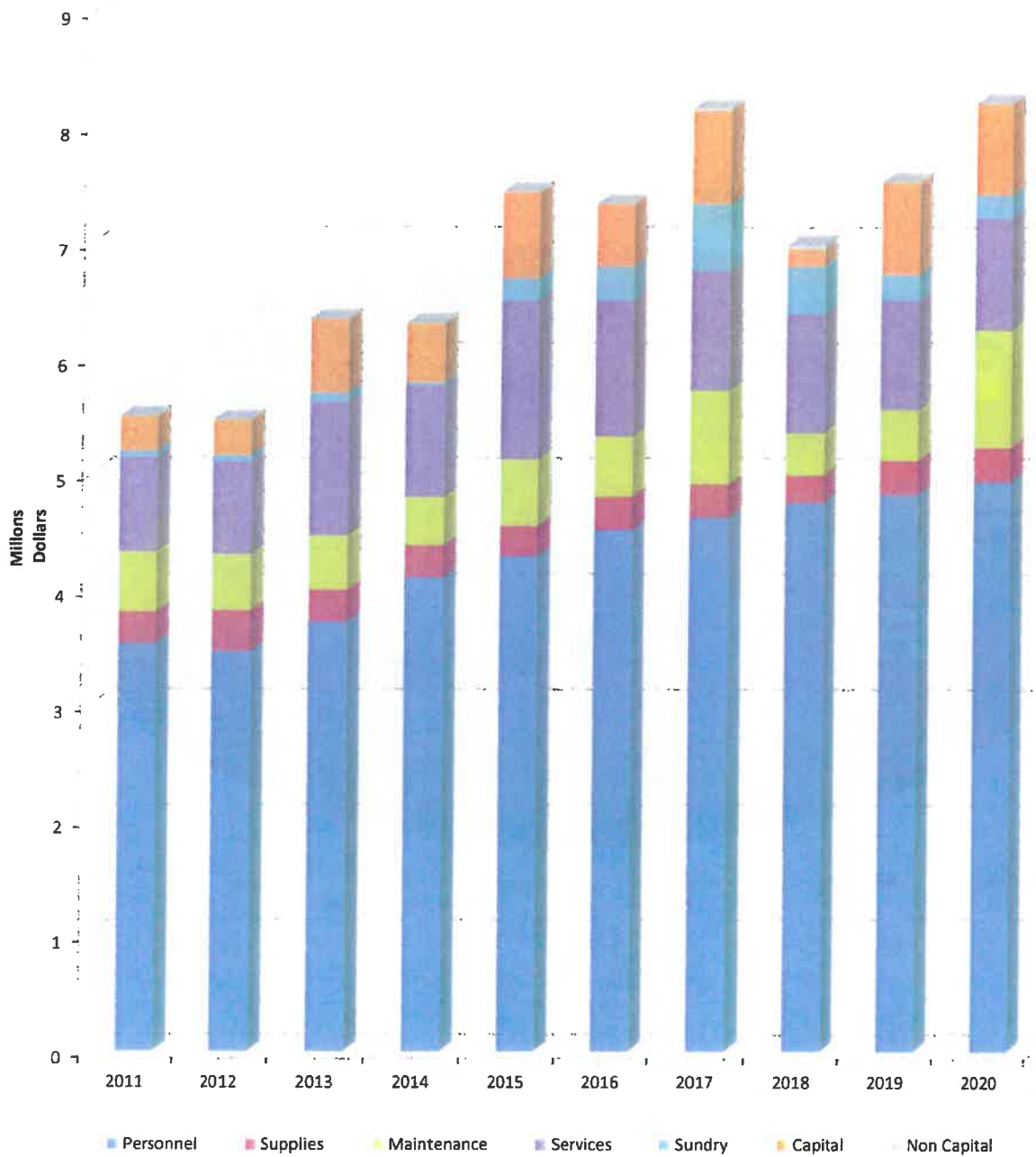
**Description:** This graph shows the Actual Sales Tax Received compared to the Budgeted Sales Tax for Fiscal Years 2011 through 2018 and Budgeted Sales Tax for Fiscal Years 2018 and 2020. Sales tax recorded in 2019 is through August. A substantial increase from 2011 through 2014. Budgeted amount for 2020 anticipates an increase, due to changes in our local economy.

## General Fund Expenditures Fiscal Year 2019 - 2020



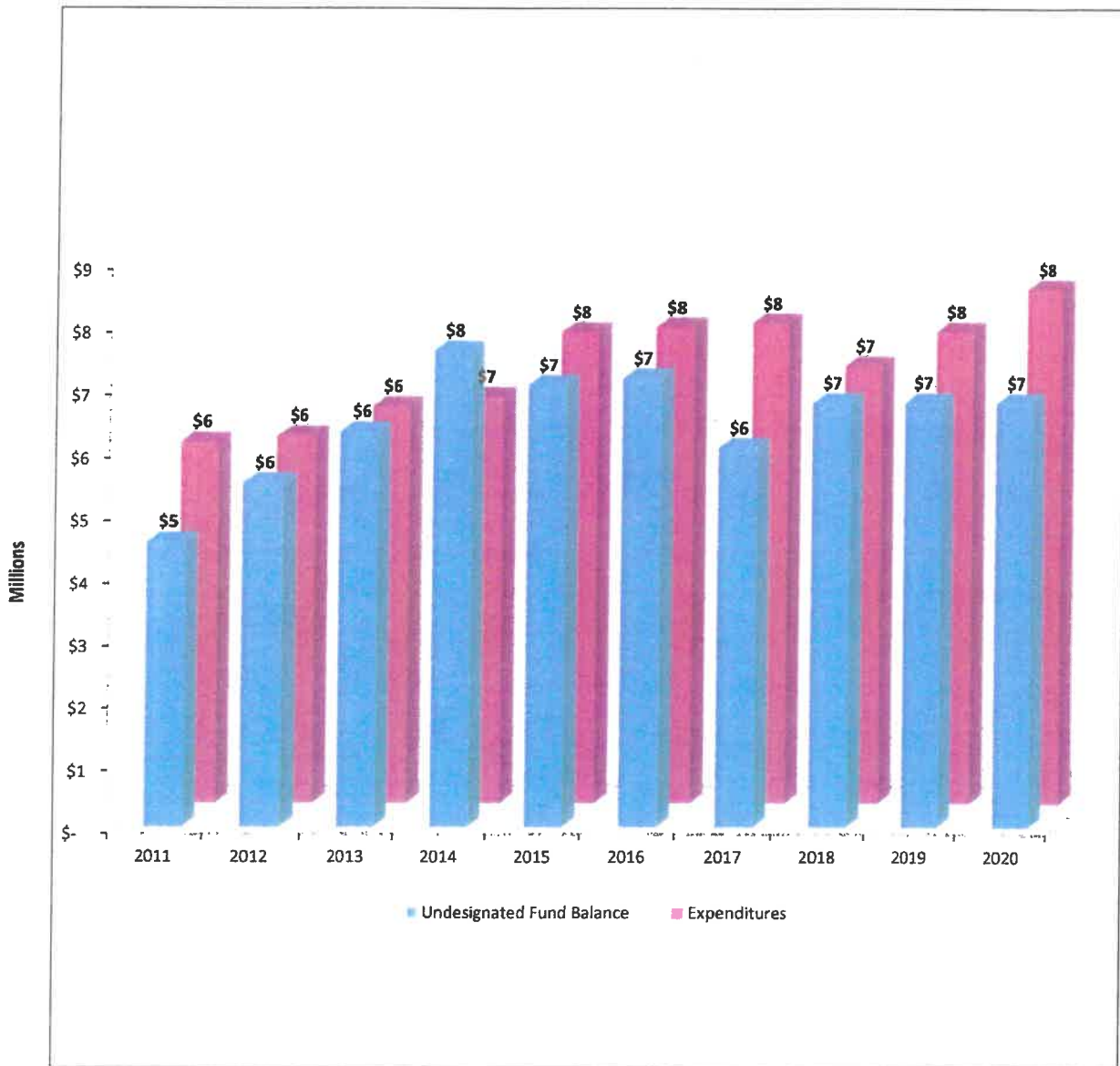
**Description:** This pie chart visually shows the percentage of General Fund Expenditures allocated to the various major categories for the budget for Fiscal Year 2020

## General Fund Expenditures Fiscal Years 2019-2020



**Description:** This graph shows a visual comparison of actual expenditure allocations for Fiscal Years 2011 through 2018 and budgeted allocations for Fiscal Years 2019 and 2020.

# **General Fund** **Undesignated Fund Balance/Expenditures** **Fiscal Years 2011 - 2020**



**Description:** This graph shows the relationship between actual General Fund Expenditures and Undesignated Fund Balance at year's end for the Fiscal Years 2011 to Fiscal Year 2018, and the budgeted for Fiscal Years 2019 and 2020.

CITY OF SNYDER, TEXAS  
GENERAL FUND

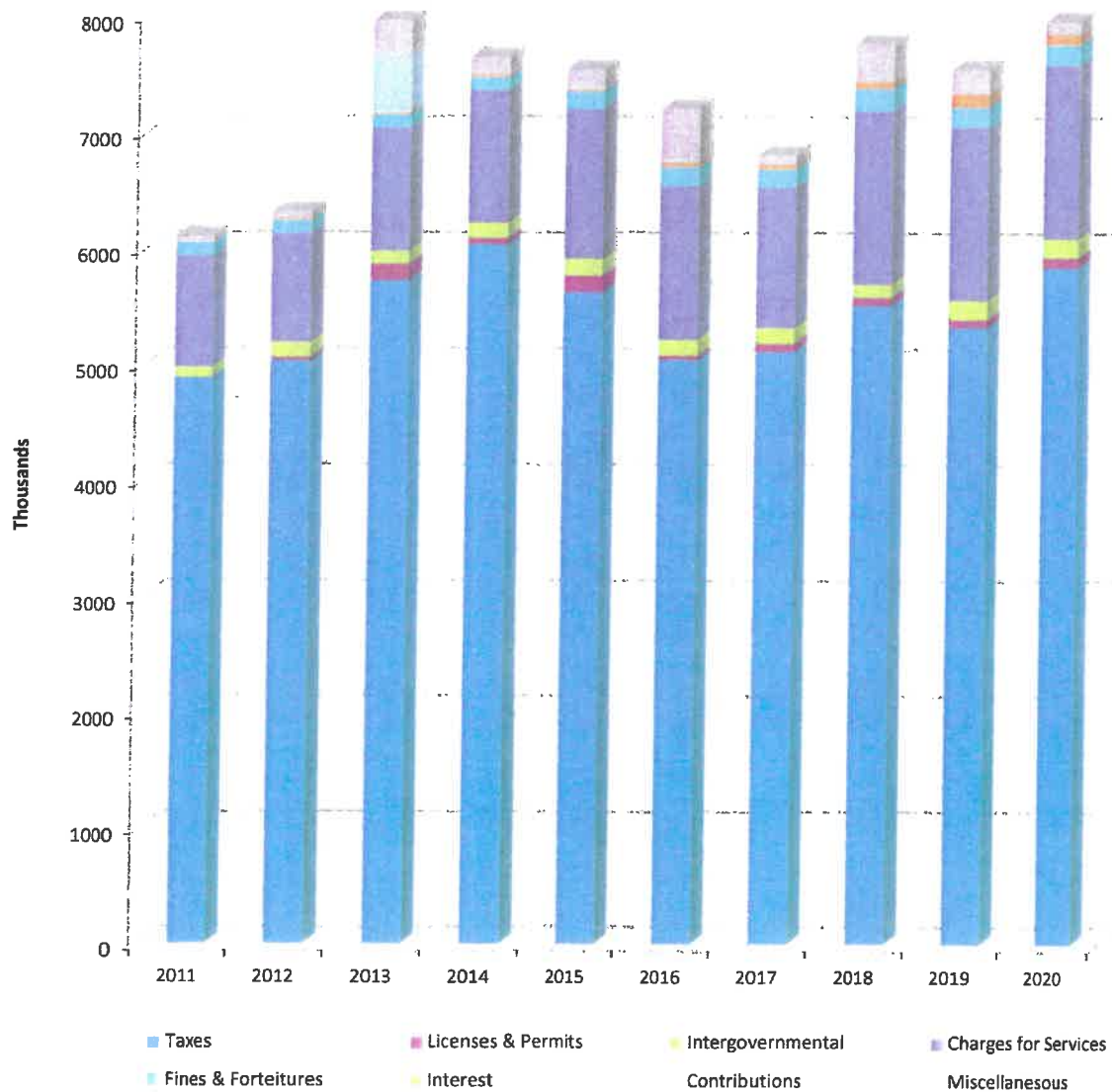
COMPARATIVE STATEMENT OF REVENUES, EXPENDITURES  
AND CHANGES IN FUND BALANCE/WORKING CAPITAL

2019-2020 BUDGET

	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget	2019-2020 Proposed Budget
<b>Revenues:</b>				
Taxes	5,124,039	5,524,428	5,339,160	5,859,315
Licenses and Permits	74,102	75,328	70,940	87,765
Intergovernmental	131,150	108,519	161,970	160,485
Charges for Services	1,215,182	1,496,836	1,498,890	1,501,815
Fines and Forfeitures	154,907	189,896	170,000	175,000
Interest	61,524	118,708	90,000	140,000
Miscellaneous	80,497	329,340	199,050	99,050
<b>Total Revenues</b>	<b>6,841,401</b>	<b>7,843,055</b>	<b>7,530,010</b>	<b>8,023,430</b>
<b>Expenditures:</b>				
Personnel	4,636,359	4,764,484	4,837,840	4,950,430
Supplies	292,421	240,344	297,390	298,535
Maintenance	806,967	363,937	434,535	1,014,065
Services	1,037,840	1,034,619	952,380	974,745
Sundry Charges	574,455	404,421	218,115	193,760
Capital Outlay	811,908	160,693	799,600	791,500
Non Capitalized Equipment	11,995	28,270	1,150	1,400
<b>Total Expenditures</b>	<b>8,171,942</b>	<b>6,996,768</b>	<b>7,541,010</b>	<b>8,224,435</b>
<b>Excess (Deficiency) of Rev. over Exp.</b>	<b>(1,330,541)</b>	<b>846,287</b>	<b>(11,000)</b>	<b>(201,005)</b>
<b>Other Financing Sources (Uses):</b>				
Sale of Asset	35,000	1,328	6,000	3,000
Proceeds from Insurance	61,451	9,700	5,000	5,000
Transfer from Reserves	-	-	-	193,005
<b>Excess (Deficiency) of Rev. &amp; Other Sources over Expenditures</b>	<b>(1,234,090)</b>	<b>857,315</b>	<b>-</b>	<b>-</b>
<b>Fund Balance at B-O-Y</b>	<b>8,235,322</b>	<b>6,755,241</b>	<b>7,612,556</b>	<b>7,612,556</b>
Prior year adjustment	-	-	-	-
Reserve for economic development	-	-	-	-
<b>Fund Balance at E-O-Y</b>	<b>7,001,232</b>	<b>7,612,556</b>	<b>7,612,556</b>	<b>7,612,556</b>

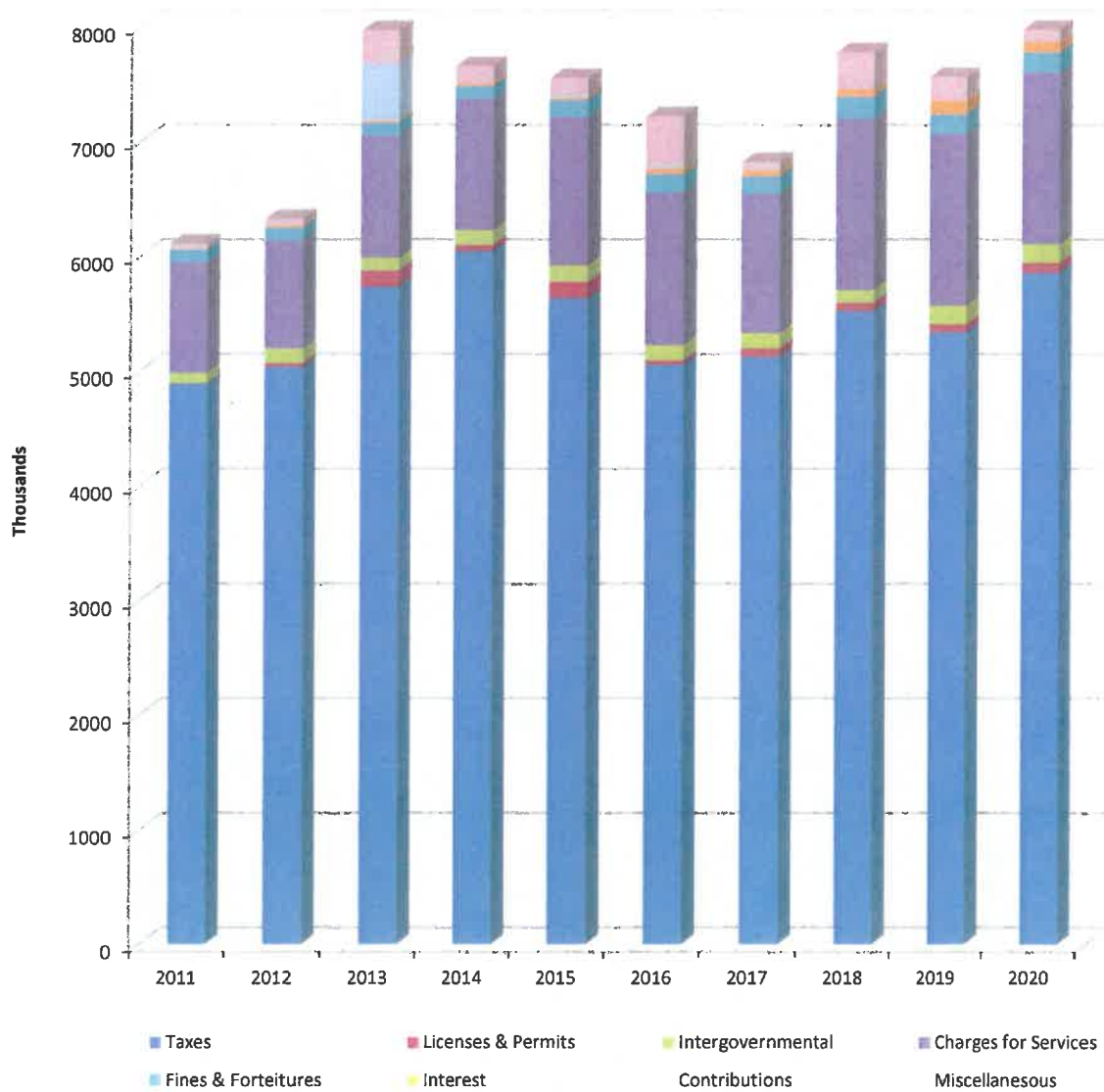


## General Fund Revenues Fiscal Years 2011 - 2020



**Description:** This graph displays actual revenue received for Taxes, Licenses and Permits, Intergovernmental, Charges for Services, Fines & Forfeitures, and Miscellaneous Revenues for the Period Fiscal Year 2011 to Fiscal Year 2018, and budgeted amounts for FY 2019 & 2020.

## General Fund Revenues Fiscal Years 2011 - 2020



**Description:** This graph displays actual revenue received for Taxes, Licenses and Permits, Intergovernmental, Charges for Services, Fines & Forfeitures, and Miscellaneous Revenues for the Period Fiscal Year 2011 to Fiscal Year 2018, and budgeted amounts for FY 2019 & 2020.



CITY OF SNYDER, TEXAS  
GENERAL FUND

STATEMENT OF REVENUES

2019-2020 BUDGET

	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget	2019-2020 Proposed Budget
Taxes:				
Sales Taxes	2,031,217	2,375,541	2,300,000	2,600,000
Ad valorem Taxes	2,335,126	2,360,736	2,273,160	2,464,315
Franchise Taxes	745,505	763,170	746,000	765,000
Liquor Taxes	12,191	24,981	20,000	30,000
Total Taxes	5,124,039	5,524,428	5,339,160	5,859,315
Licenses and Permits	74,102	75,328	70,940	87,765
Intergovernmental:				
Emergency Mgm. Program Grant	32,004	-	33,000	33,000
LEOSE - Fire	683	678	680	680
Snyder Public Schools Resource Officers	82,500	85,593	112,105	112,105
Grant Proceeds - TCF	-	7,823	-	-
LEOSE- Police	1,919	1,901	2,015	2,000
Juvenile Case Manager Fee	9,783	8,710	9,800	8,800
Texas Seat Belt	4,261	3,814	4,370	3,900
Total Intergovernmental	131,150	108,519	161,970	160,485
Charges for Services:				
Administrative Fees	1,141,398	1,406,776	1,415,030	1,414,355
Municipal Court Fees	57,438	65,518	61,860	66,260
Billings for Emergency Services	9,350	17,328	15,000	14,000
Credit Card Fees	6,996	7,214	7,000	7,200
Total Charges for Services	1,215,182	1,496,836	1,498,890	1,501,815
Fines & Forfeitures	154,907	189,896	170,000	175,000
Miscellaneous:				
Interest	61,524	118,708	90,000	140,000
Miscellaneous	80,497	329,340	199,050	99,050
Proceeds from Insurance	61,451	9,700	5,000	5,000
Gain/Loss on Sale of Asset	35,000	1,328	6,000	3,000
Total Miscellaneous	238,472	459,076	300,050	247,050
Other Financing Sources (Uses):				
Transfer from reserve	-	-	-	193,005
Total Revenues	6,937,852	7,854,083	7,541,010	8,224,435

CITY OF SNYDER, TEXAS  
GENERAL FUND

DESCRIPTION OF REVENUES

2019-2020 BUDGET

TAXES

Sales Tax	\$2,600,000
-----------	-------------

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

Ad Valorem Taxes

Current Taxes	\$2,355,315
---------------	-------------

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 1<sup>st</sup> of each year become delinquent or past due on February 1<sup>st</sup>. 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	\$ 43,000
--------------------	-----------

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

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

Tax Certificate	\$ 700
-----------------	--------

Business and Personal Property	\$ 2,300
--------------------------------	----------

Overages/Variances	\$ 10,000
Franchise Tax	\$ 765,000

Franchise tax payments are made to the City by Oncor Electric Delivery, Atmos Energy, Cebridge Cable, Southwestern Bell, Suddenlink and other telecommunication companies based upon a percentage of gross receipts and paid in return for using city streets, alleys or easements for service limits.

Liquor Tax	\$ 30,000
------------	-----------

50% of the face value of all facets of the Texas Alcohol and Beverage Commission issued permits.

TOTAL TAXES	\$ 5,859,315
-------------	--------------

#### LICENSES & PERMITS

Building Permits	\$ 6,000
------------------	----------

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

Electrical Permits	\$ 6,000
--------------------	----------

Electrical permits are required for alterations, remodeling, repairs, additions, or new construction. Fees vary, and are based upon building type and wiring complications.

Dog License	\$ 300
-------------	--------

The City charges \$2.00 per license.

Pound Fee	\$ 6,000
-----------	----------

Pound fee is \$5.00 for reclaimed animals.

Peddler's Fee	\$ 3,500
---------------	----------

The City's fee for each peddler's license is \$75.00.

Miscellaneous Fees	\$ 400
--------------------	--------

Zone changes, variance cases, special use permits, dump truck fees.

Demolition Fees	\$ 3,500
-----------------	----------

The City's fee for demolition.

Beer & Wine Permit & License	\$ 1,000
------------------------------	----------

The City's permit fee for the sale of beer and wine.

Package Store Permit	\$ 1,315
The City's permit fee for the sale of alcoholic beverages.	
Carnival Permit	\$ 150
The City's permit fee for the operation of a carnival.	
Fire Inspection Service Fee	\$ 1,500
The City's permit fee for annual inspections of specified commercial and residential facilities.	
Mixed Beverage Permit	\$ 3,000
The City's permit for the sale of mixed beverages.	
Game Room Permit and Fees	\$ 55,000
The City's permit for operation of a game room.	
<hr/>	
TOTAL LICENSES AND PERMITS	\$ 87,665

#### INTERGOVERNMENTAL

Emergency Management Grant	\$ 33,000
Texas Seatbelt Grant	\$ 3,900
SISD Special Resource Officer	\$ 112,105
Juvenile Case Manager Fee	\$ 8,800
LEOSE – Police	\$ 2,000
LEOSE – Fire Department	\$ 680
<hr/>	
TOTAL INTERGOVERNMENTAL	\$ 160,485

#### CHARGES FOR SERVICES

Administrative Fees	
The Enterprise Fund is charged a fee for administrative and accounting services provided by the General Fund.	
	\$ 1,414,355
The Municipal Court is allowed to charge an administrative fee for teen court, safe driving courses, and deferrals.	
	\$ 1,800
Billings for Emergency Services	\$ 14,000
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 1<sup>st</sup> responder.

Court Costs	\$ 64,460
-------------	-----------

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

Credit Card Fees	\$ 7,200
------------------	----------

TOTAL CHARGES FOR SERVICES	\$ 1,501,815
----------------------------	--------------

#### FINES & FORFEITURES

Municipal Court	\$ 170,000
-----------------	------------

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

Building Security Fee	\$ 5,000
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TOTAL FINES & FORFEITURES	\$ 175,000
---------------------------	------------

#### MISCELLANEOUS

Interest Income	\$ 140,000
-----------------	------------

Includes interest earnings on city deposits.

Other	\$ 99,050
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TOTAL MISCELLANEOUS	\$ 239,050
---------------------	------------

<u>CHARGES FOR SERVICES</u>	\$ 3,000
-----------------------------	----------

Includes gain/loss on sale of equipment	\$ 5,000
Proceeds from insurance	

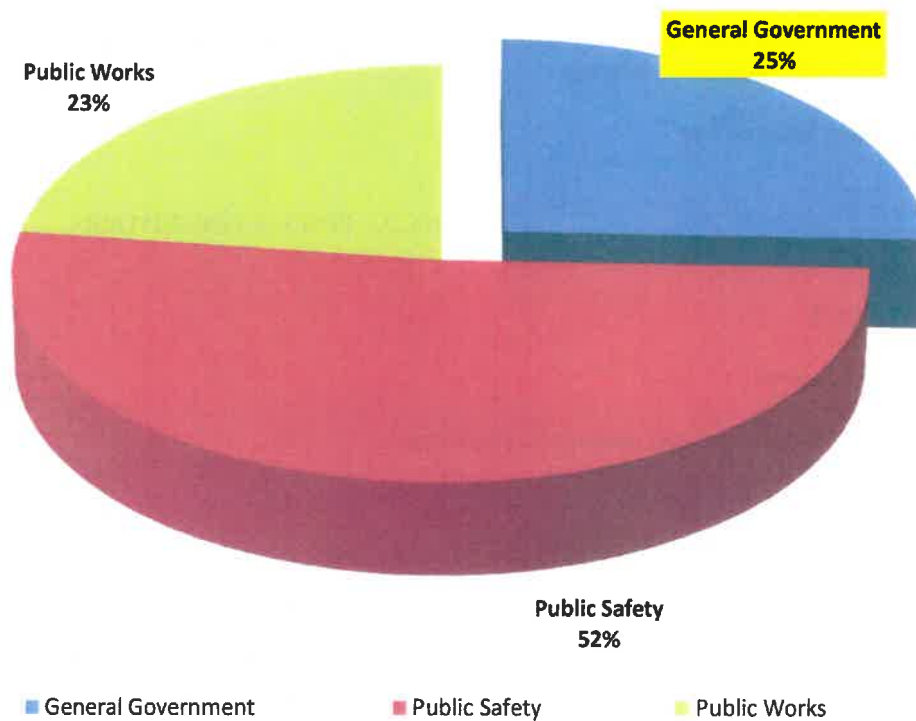
TOTAL CHARGES FOR SERVICES	\$ 8,000
----------------------------	----------

#### TRANSFERS

Transfer from Reserves	TOTAL TRANSFERS	\$ 193,005
------------------------	-----------------	------------

<u>TOTAL GENERAL FUND REVENUE</u>	<u>\$ 8,224,335</u>
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## General Fund Function Expense Fiscal Year 2020



**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.

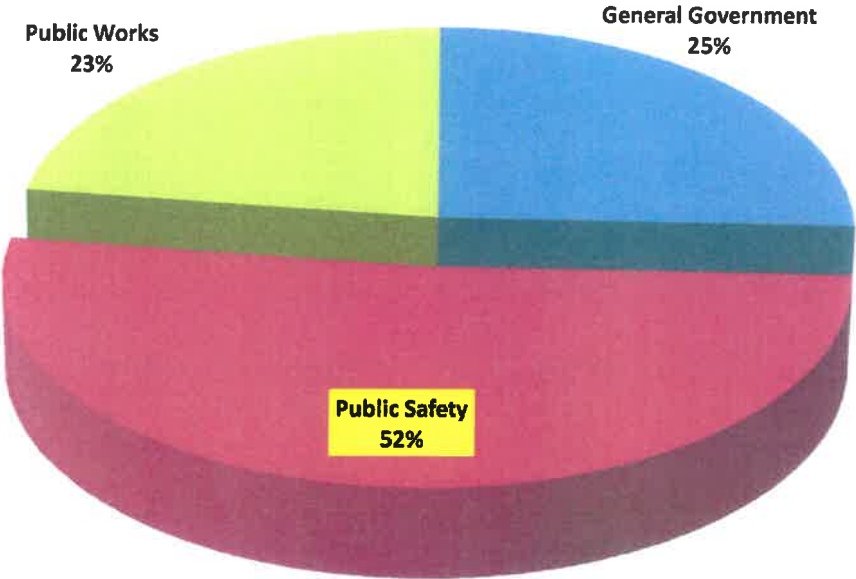
CITY OF SNYDER, TEXAS  
GENERAL FUND  
STATEMENT OF EXPENDITURES  
2019-2020 BUDGET

	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget	2019-2020 Proposed Budget
<b>GENERAL GOVERNMENT:</b>				
Administration:				
Personnel Services	243,979	246,332	249,280	256,790
Supplies	4,451	3,934	4,150	3,800
Maintenance	2,555	2,425	3,060	3,405
Services	38,577	18,059	26,830	36,920
Sundry Charges	3,219	2,817	3,500	3,225
Capital Outlay	-	-	-	40,000
Non Capitalized Equipment	295	2,682	-	400
Totals	293,076	276,249	286,820	344,540
Finance:				
Personnel Services	319,183	328,894	293,680	288,245
Supplies	3,983	3,939	4,050	3,985
Maintenance	20,700	20,782	23,300	23,170
Services	44,606	42,553	44,150	43,965
Sundry Charges	886	2,910	3,750	3,650
Capital Outlay	3,267	569	-	-
Non Capitalized Equipment	892	-	700	500
Totals	393,517	399,647	369,630	363,515
Planning & Zoning:				
Personnel Services	272,108	278,306	211,575	194,375
Supplies	5,884	4,959	5,820	5,690
Maintenance	21,830	12,618	10,495	11,770
Services	23,037	16,540	17,220	16,670
Sundry Charges	244,545	172,828	7,525	7,075
Capital Outlay	-	2,682	1,200	27,000
Non Capitalized Equipment	295	-	150	-
Totals	567,699	487,933	253,985	262,580
Municipal Court:				
Personnel Services	247,280	252,276	260,155	268,590
Supplies	4,530	2,947	4,800	3,800
Maintenance	13,914	13,859	17,905	21,440
Services	27,051	29,084	29,060	28,760
Sundry Charges	149,126	55,864	13,720	34,560
Capital Outlay	3,588	4,221	2,600	4,000
Non Capitalized Equipment	928	340	-	-
Totals	446,417	358,591	328,240	361,150

	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget	2019-2020 Proposed Budget
Community Services:				
Personnel Services	-	-	-	-
Supplies	14,648	1,524	16,760	16,750
Maintenance	13,263	3,913	2,285	30,385
Services	329,242	374,554	344,955	342,760
Sundry Charges	5,011	4,828	5,115	6,615
Capital Outlay	2,320	-	-	31,100
Non Capitalized Equipment	138	-	-	-
Totals	364,622	384,819	369,115	427,610
City Secretary/Records:				
Personnel Services	155,543	160,774	162,785	167,775
Supplies	1,460	1,499	1,850	1,550
Maintenance	8,540	6,673	6,845	5,825
Services	5,378	7,099	6,940	15,940
Sundry Charges	422	728	800	800
Capital Outlay	5,756	-	11,200	1,400
Non Capitalized Equipment	779	-	-	-
Totals	177,878	176,773	190,420	193,290
IT / Purchasing				
Personnel Services	95,490	95,317	94,765	97,920
Supplies	1,760	1,129	1,550	2,750
Maintenance	20,923	28,015	20,200	37,700
Services	10,688	4,627	6,765	6,865
Sundry Charges	572	847	5,925	1,905
Capital Outlay	-	-	16,000	1,500
Non Capitalized Equipment	751	12,853	300	500
Totals	130,184	142,788	145,505	149,140
TOTAL GENERAL GOVERNMENT	2,373,393	2,226,800	1,943,715	2,101,825



**General Fund Function Expense**  
**Fiscal Year 2020**

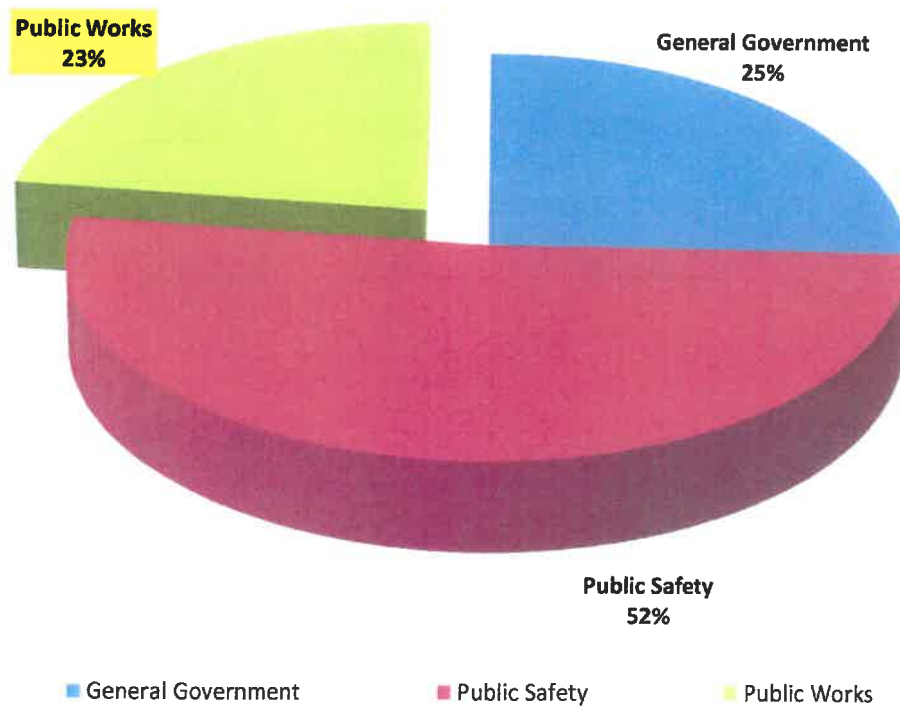


■ General Government      ■ Public Safety      ■ Public Works

**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.

	2016-2017	2017-2018	2018-2019	2019-2020 Proposed
	Actual	Actual	Budget	Budget
<b>PUBLIC SAFETY:</b>				
<b>Police:</b>				
Personnel Services	1,900,384	1,908,007	2,069,845	2,096,485
Supplies	74,216	86,115	81,400	86,800
Maintenance	85,240	65,747	69,015	100,260
Services	94,709	95,849	100,970	71,160
Sundry Charges	126,056	97,284	111,160	73,160
Capital Outlay	124,765	107,066	210,900	167,300
Non Capitalized Equipment	1,393	10,470	-	-
Totals	2,406,763	2,370,538	2,643,290	2,595,165
<b>Animal Control:</b>				
Personnel Services	155,586	143,159	122,050	128,330
Supplies	16,066	12,871	17,150	18,550
Maintenance	8,673	4,078	7,100	7,255
Services	14,221	12,055	13,675	13,225
Sundry Charges	3,543	5,655	6,570	6,570
Capital Outlay	-	1,400	-	36,400
Non Capitalized Equipment	250	-	-	-
Totals	198,339	179,218	166,545	210,330
<b>Fire:</b>				
Personnel Services	933,879	805,435	829,735	888,315
Supplies	67,982	45,095	85,820	80,320
Maintenance	71,294	63,442	65,965	68,960
Services	101,726	98,465	101,875	104,120
Sundry Charges	24,091	25,122	23,900	26,200
Capital Outlay	18,608	43,414	361,200	144,000
Non Capitalized Equipment	6,274	537	-	-
Totals	1,223,854	1,081,510	1,468,495	1,311,915
<b>Fire Marshall:</b>				
Personnel Services	-	113,657	102,200	107,880
Supplies	-	5,965	6,980	7,480
Maintenance	-	2,577	1,900	1,970
Services	-	1,354	2,650	2,400
Sundry Charges	-	3,171	5,550	6,400
Totals	-	126,724	119,280	126,130
<b>TOTAL PUBLIC SAFETY</b>	<b>3,828,956</b>	<b>3,757,990</b>	<b>4,397,610</b>	<b>4,243,540</b>

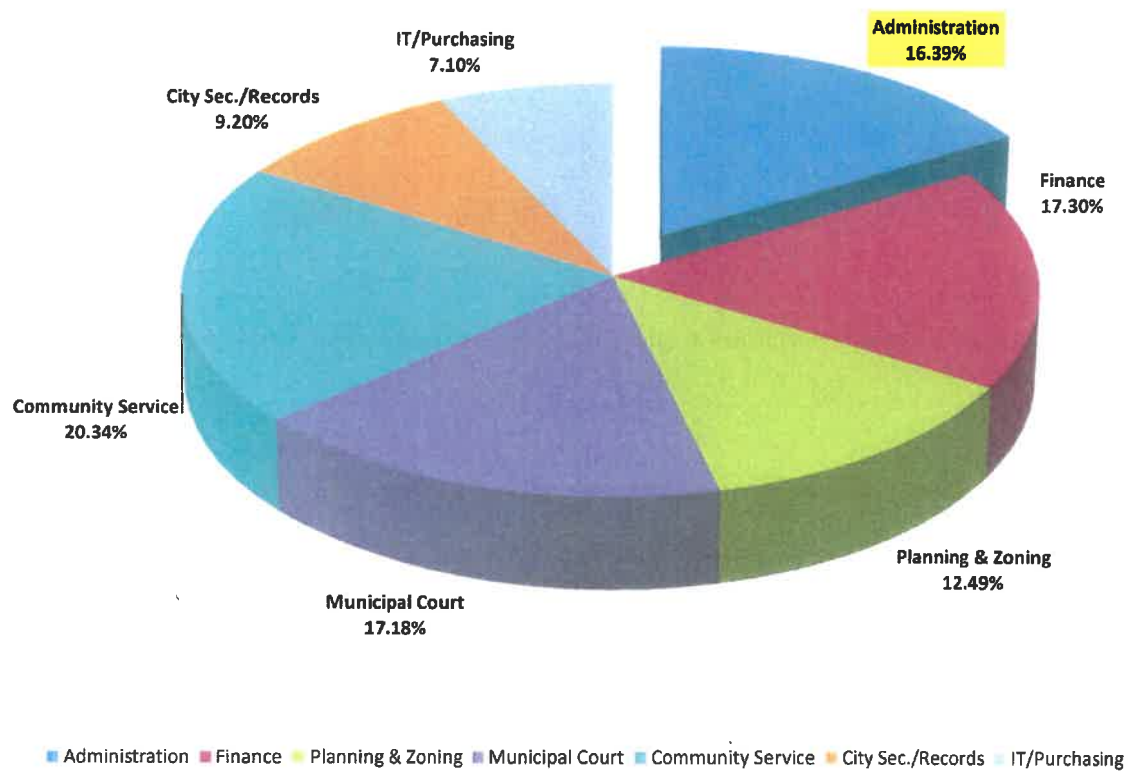
## General Fund Function Expense Fiscal Year 2020



**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.

	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget	2019-2020 Proposed Budget
PUBLIC WORKS;				
Street Maintenance:				
Personnel Services	312,927	432,327	441,770	455,725
Supplies	97,441	70,367	67,060	67,060
Maintenance	540,035	139,808	206,465	701,925
Services	348,605	334,380	257,290	291,960
Sundry Charges	16,984	32,367	30,600	23,600
Capital Outlay	653,605	1,341	196,500	338,800
Non Capitalized Equipment	-	1,387	-	-
Totals	1,969,597	1,011,977	1,199,685	1,879,070
TOTAL PUBLIC WORKS	1,969,597	1,011,977	1,199,685	1,879,070
TOTAL EXPENSES	8,171,946	6,996,767	7,541,010	8,224,435

**GENERAL GOVERNMENT FUNCTION EXPENSE**  
**Fiscal Year 2020**



**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 2017-18	Budgeted 2018-19	Proposed 2019-20	
Personnel Services	\$ 246,865	\$ 249,280	\$ 256,790	
Supplies	3,700	4,150	3,800	
Maintenance	3,020	3,060	3,405	
Services	30,570	26,830	36,920	
Sundry Charges	4,000	3,500	3,225	
Capital Outlay	2,000	-	40,000	
Non-Capital Equipment	-	-	400	
TOTAL ALL ACCOUNTS	\$ 293,076	\$ 290,155	\$ 344,540	

### Mission Statement

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

### Description

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

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

### Goal

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

### Objectives

1. Consolidation of City/County services and eliminate duplication of costs.
2. Secure discretionary federal funding for Homeland Security and American Recovery.
3. Meet with TDCJ/County/School/Chamber/Hospital/WTC officials monthly.
4. Meet with West Central Texas Council of Governments on a regular basis.
5. Support local economic development efforts in conjunction with the Development Corporation of Snyder, SISD, Scurry County, Snyder Chamber of Commerce, Cogdell Hospital, West Texas Council of Governments, and TxDot.
6. Support city wide recycling programs when feasible.
7. Develop and implement city wide beautification projects.
8. Development of Deep Creek Beautification Project.
9. Seek CDBG Grant Funding for City projects.
10. Continue demolition of sub-standard structures.

11. Meet with U.S. Air Force officials and support the Scoring Facility located at Winston Field.
12. Utilize Price Daniel Unit personnel on City and Community projects.
13. Review Adopted Master Plan for the City.
14. Long-term City street reconstruction.

ADMINISTRATION - DEPARTMENT NO. 1

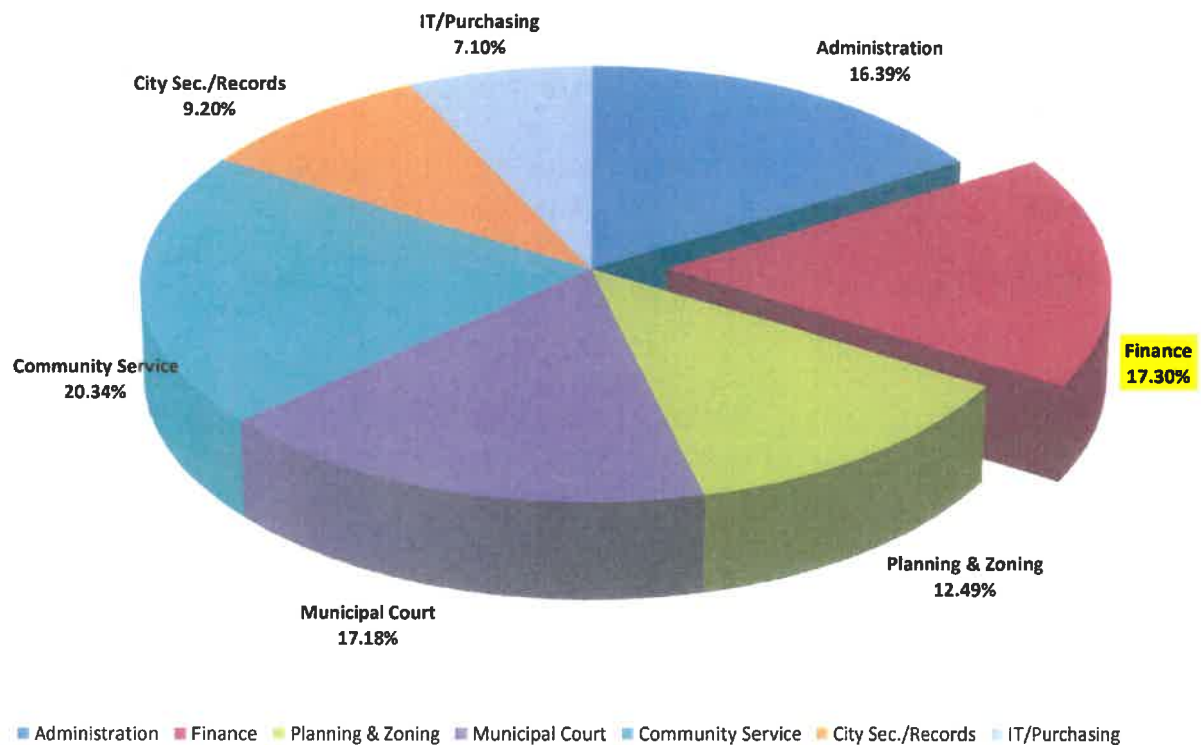
EXPENDITURES - FUND 01

	ACTUAL 2017-2018	BUDGETED 2018-2019	PROPOSED 2019-2020
<b>PERSONNEL SERVICES</b>			
601-101 SUPERVISION	143,470	145,490	149,555
601-102 CLERICAL	40,560	41,605	42,770
601-105 LONGEVITY	804	1,120	1,645
601-106 OVERTIME	27	200	200
601-108 FICA EXPENSE	10,501	11,680	12,040
601-109 TMRS EXPENSE	29,643	27,170	26,950
601-110 INSURANCE EXPENSE	18,772	19,285	20,815
601-111 MEDICARE EXPENSE	2,555	2,730	2,815
Sub Total	246,332	249,280	256,790
<b>SUPPLIES &amp; MATERIALS</b>			
601-201 OFFICE SUPPLIES	968	1,300	1,100
601-206 MOTOR VEHICLE SUPPLIES	-	100	100
601-208 JANITORIAL SUPPLIES	1,937	1,600	1,400
601-212 GAS	978	1,000	1,000
601-215 OTHER SUPPLIES	51	150	200
Sub Total	3,934	4,150	3,800
<b>MAINTENANCE OF BUILDINGS</b>			
601-301 BUILDINGS & GROUNDS	1,138	1,700	1,700
Sub Total	1,138	1,700	1,700
<b>MAINTENANCE OF EQUIPMENT</b>			
601-403 MAINTENANCE OF EQUIPMENT	-	120	250
601-404 AUTOMOTIVE EQUIPMENT	203	150	150
601-407 SOFTWARE MAINTENANCE	1,084	1,090	1,305
Sub Total	1,287	1,360	1,705
<b>MISCELLANEOUS SERVICES</b>			
601-501-01 TELEPHONE	4,727	4,600	4,850
601-501-02 CELLULAR	593	700	700
601-501-03 INTERNET	1,734	1,465	1,800
601-502 RENTAL OF EQUIPMENT	1,033	1,060	1,065
601-503 INSURANCE	592	650	650



	ACTUAL 2017-2018	BUDGETED 2018-2019	PROPOSED 2019-2020
601-504 SPECIAL SERVICES	268	2,000	500
601-505 ADVERTISING	-	3,000	200
601-506 BUSINESS & TRANSPORTATION	2,618	6,600	5,000
601-508 FEE BASIS SERVICE	235	700	400
601-510 CONTRACTUAL SERVICES	654	655	16,055
601-511-01 ELECTRICITY	5,157	5,000	5,200
601-511-02 GAS	448	400	500
	<hr/>	<hr/>	<hr/>
Sub Total	18,059	26,830	36,920
SUNDRY CHARGES			
601-602 MEMBERSHIP & SUBSCR.	2,360	3,000	2,700
601-604 WORKER'S COMP.	425	400	425
601-607 PRINTING EXPENSE	-	100	100
601-608 BAD DEBT EXPENSE	32	-	-
	<hr/>	<hr/>	<hr/>
Sub Total	2,817	3,500	3,225
CAPITAL OUTLAY			
601-901 OFFICE EQUIPMENT	2,682	-	-
601-902 AUTOMOTIVE EQUIPMENT	-	-	40,000
601-905 NON CAPITALIZED EQUIPMENT	-	-	400
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Sub Total	2,682	-	40,400
TOTAL BUDGET	276,249	286,820	344,540

**GENERAL GOVERNMENT FUNCTION EXPENSE  
Fiscal Year 2020**



**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	Department Number		
General	Accounting Personnel/Payables	Finance	2	
		Actual 2017-18	Budgeted 2018-19	Proposed 2019-20
Expend. Class				
Personnel Services		\$ 329,510	\$ 293,680	\$ 288,245
Supplies		4,965	4,050	3,985
Maintenance		24,810	23,300	23,170
Services		45,115	44,150	43,965
Sundry Charges		3,750	3,750	3,650
Non-Capital Equipment		-	700	500
TOTAL ALL ACCOUNTS		\$ 393,517	\$ 369,630	\$ 363,515

### Mission Statement

To provide for the efficient financial operation of the City and safeguarding the City's assets. To ensure 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, along with a safety program.

### Goal

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

### Objectives

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

9. Provide a safety program to protect all employees from on job accidents.

Indicators

	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>
Number of payable checks issued	2,834	3,150	2,718
Number of positions filled	11	18	9
Applications reviewed	63	251	68

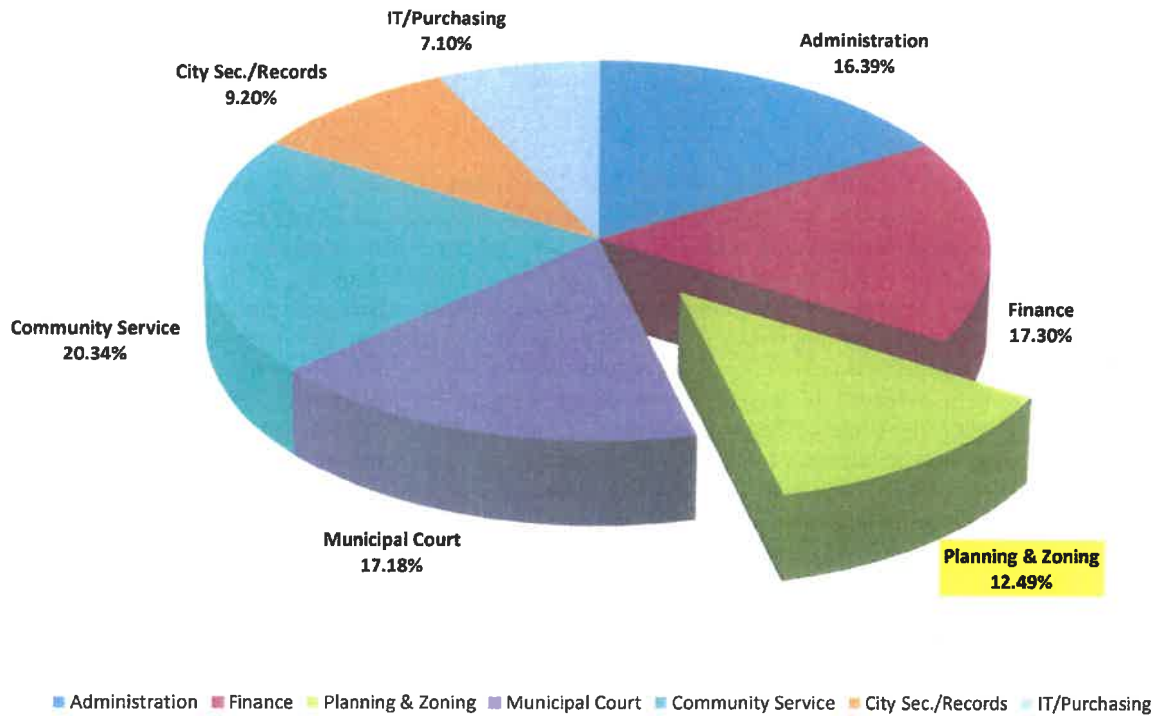
## FINANCE - DEPARTMENT NO. 2

## EXPENDITURES - FUND 01

	ACTUAL 2018-2019	BUDGETED 2019-2020	PROPOSED 2019-2020
PERSONNEL SERVICES			
602-101 SUPERVISION	90,396	91,670	94,235
602-102 CLERICAL	109,167	109,910	112,980
602-104 MAINTENANCE	32,724	2,905	-
602-105 LONGEVITY	3,626	3,745	3,775
602-106 OVERTIME	275	500	500
602-107 PART TIME	-	8,500	-
602-108 FICA EXPENSE	14,056	13,470	13,110
602-109 TMRS EXPENSE	37,719	30,095	29,355
602-110 INSURANCE EXPENSE	37,644	29,735	31,225
602-111 MEDICARE EXPENSE	3,287	3,150	3,065
Sub Total	328,894	293,680	288,245
SUPPLIES & MATERIALS			
602-201 OFFICE SUPPLIES	2,625	3,000	2,900
602-202 FORMS	765	650	850
602-204 UNIFORMS	193	50	-
602-208 JANITORIAL SUPPLIES	323	350	200
602-215 OTHER SUPPLIES	33	-	35
Sub Total	3,939	4,050	3,985
MAINTENANCE OF EQUIPMENT			
602-401 OFFICE EQUIPMENT	484	490	145
602-403 MAINTENANCE OF EQUIPMENT	-	205	215
602-407 SOFTWARE MAINTENANCE	20,298	22,605	22,810
Sub Total	20,782	23,300	23,170
MISCELLANEOUS SERVICES			
602-501-01 TELEPHONE	1,203	1,100	1,200
602-501-03 INTERNET	1,425	1,425	1,425
602-502 RENTAL OF EQUIPMENT	827	860	860
602-503 INSURANCE	70	70	70
602-504 SPECIAL SERVICES	1,054	1,300	1,200
602-505 ADVERTISING	1,160	250	400
602-506 BUSINESS & TRANSPORTATION	3,329	4,100	3,700
602-508 FEE BASIS SERVICE	33,385	34,935	35,000
602-510 CONTRACTUAL SERVICES	100	110	110
Sub Total	42,553	44,150	43,965

	ACTUAL 2018-2019	BUDGETED 2019-2020	PROPOSED 2019-2020
<b>SUNDRY CHARGES</b>			
602-602 MEMBERSHIP & SUBSCR.	729	590	590
602-604 WORKER'S COMP.	2,087	2,135	2,135
602-606 FREIGHT EXPENSE	94	125	125
602-607 PRINTING EXPENSE	-	900	800
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Sub Total	2,910	3,750	3,650
<b>CAPITAL OUTLAY</b>			
602-901 OFFICE EQUIPMENT	569	-	-
	<hr/>	<hr/>	<hr/>
Sub Total	569		
<b>NON CAPITALIZED EQUIPMENT</b>			
602-905 NON CAPITALIZED EQUIPMENT	-	700	500
	<hr/>	<hr/>	<hr/>
Sub Total	1,138	700	500
 TOTAL BUDGET	 400,216	 369,630	 363,515

**GENERAL GOVERNMENT FUNCTION EXPENSE**  
**Fiscal Year 2020**



**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		
		Planning and Zoning	3	
General				
Expend. Class	Actual 2017-18	Budgeted 2018-19	Proposed 2019-20	
Personnel Services	\$ 276,745	\$ 211,575	\$ 194,375	
Supplies	6,905	5,820	5,690	
Maintenance	9,650	10,495	11,770	
Services	16,340	17,220	16,670	
Sundry Charges	2,195	7,525	7,075	
Capital Outlay	2,000	1,350	27,000	
TOTAL ALL ACCOUNTS	\$ 313,835	\$ 253,985	\$ 262,580	

### Mission Statement

To serve the Community by assisting in the traditions, operation and future development of the community through the adoption and enforcement of various Ordinances and Ordinance Amendments to the Texas Local Government Code and Codes of the City of Snyder. These regulations are to assure our citizens a safe and healthy environment free from unsightly weeds, unsafe building practices, maintain the integrity of the zoning regulations, land development, and contrition regulations through oversight and enforcement. To keep records of all permits issued within the city jurisdiction, these permits include but are not limited to building permits, plumbing permits, electrical permits, gas fired appliances, water heater exchanges, as well as a record of lesser permits issued through the Department. This Department is responsible in assisting the State of Texas verifying and insuring State laws relating to the construction, plumbing, electrical, heating and air conditioning, irrigation trade are enforced for the protection of our citizens and licensed trade people against illegal contracting and less than standard materials and workmanship. Provide protection of our citizens to ensure that all residential and commercial developments meet the minimum requirements in providing utilities, streets and services. Maintain and update city water and sewer maps as needed, correct any discovered conflicts and changes. Further protect life and property by maintaining and enforcing regulations set by the "Federal Emergency Management Agency" to insure development in the floodplain is in accordance with FEMA guidelines. Keep and maintain all street repairs and maintenance activity, keep records of various street improvements and resurfacing records. Investigate and act on nuisance complaints, dangerous buildings, substandard structure, hazardous conditions.

### 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 generally keeping and maintaining the quality of life that the citizens have been accustomed. This is achieved by physically evaluating and inspecting all complaints, new construction, irrigation installations, electrical work, plumbing work, Natural Gas and LP 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 and Zoning Commission, and The Builders Board of Appeals. This Department is also responsible for the maintenance of Zoning Maps, Voting District Map, TIF Zone Map, etc. to provide such information to the public. Oversee the subdivision of land in



accordance with state regulations, oversee the development of subdivision installations. Oversee the installation of utility improvements and service distribution records.

### Goals and Objectives

The primary goal of the Department is to provide timely and uniform application of building and mechanical codes, health, sanitation, nuisance, and zoning ordinances to maintain and improve the community standards and the best interest expected from our citizens. This Department is committed to treat all complaints, problems, and issues with a prioritized level of response with each concern having equal importance depending on the level of potential hazards, health and safety concerns.

It is the objective of the Department to keep in touch with our citizens to maintain an awareness of the social trends, core values, and changes that may result as society evolves. This Department strives to stay ahead of the challenges that face communities of similar population and economic situations. It is the desire of this Department to continue to lead in addressing the trends and regulation amendments to meet the needs of the community. This Department strives to keep the city informed of potential pitfalls associated with the current trends and desires of similar sized cities in the West Texas area. This Department has a strong desire to evaluate and implement constructive ideas and changes that would project a prosperous atmosphere in the eyes of our neighboring cities as well as potential citizens visiting our community.

### Indicators

#### Number of Inspections

	<u>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>
Commercial	75	35	65
Residential	44	130	240
Electrical	230	198	210
Plumbing	375	167	187
Zoning Inspection	6	9	3
Health & Sanitation	88	78	95
Public nuisance	76	83	175

#### Permits Issued

	<u>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>
Building Permits	68	78	79
Electrical Permits	92	97	104
Plumbing Permits	269	119	175
Moving Permits	0	0	0
Demolition Permits	17	8	14
Sign Permits	3	9	8

#### Board Meetings

	<u>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>
Planning & Zoning	4	2	1
Board of Adjustment	0	0	0
Builders Board of Appeal	0	0	0

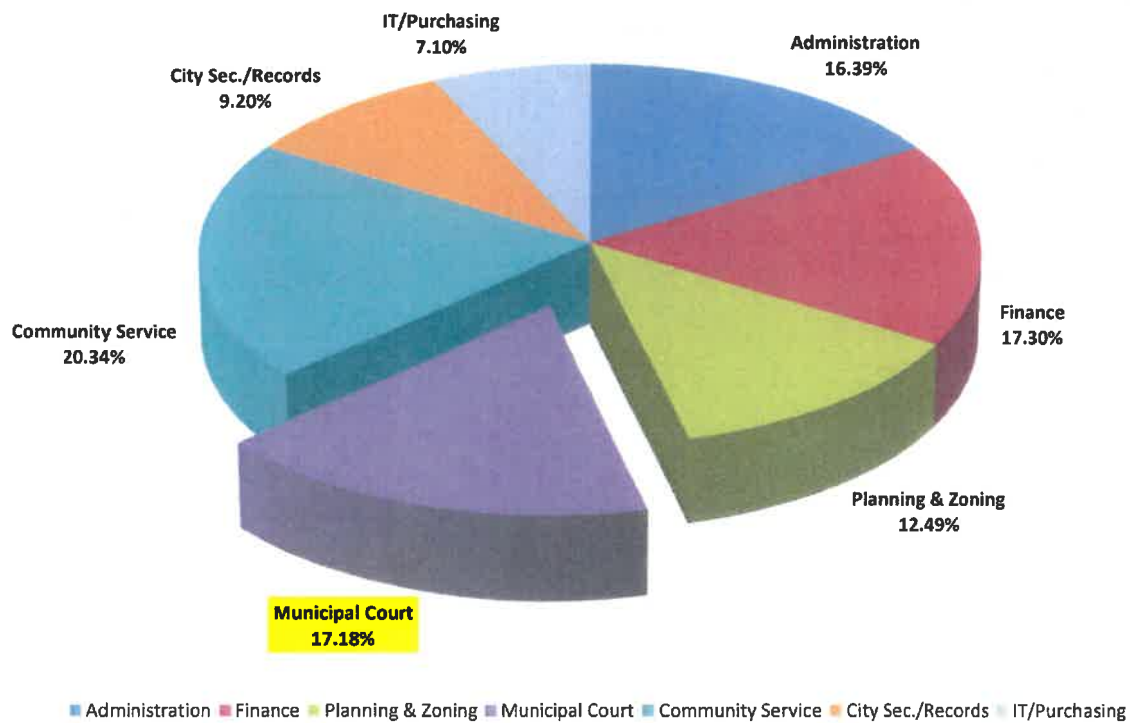
PLANNING & ZONING - DEPARTMENT NO. 3

EXPENDITURES - FUND 01

	ACTUAL 2017-2018	BUDGETED 2018-2019	PROPOSED 2019-2020
<b>PERSONNEL SERVICES</b>			
603-101 SUPERVISION	68,488	69,445	71,390
603-103 OPERATIONS	129,501	81,960	67,390
603-105 LONGEVITY	2,316	2,845	2,735
603-106 OVERTIME	1,763	1,300	1,300
603-108 FICA EXPENSE	12,457	9,645	8,855
603-109 TMRS EXPENSE	32,632	22,430	19,820
603-110 INSURANCE EXPENSE	28,236	21,695	20,815
603-111 MEDICARE EXPENSE	2,913	2,255	2,070
Sub Total	278,306	211,575	194,375
<b>SUPPLIES &amp; MATERIALS</b>			
603-201 OFFICE SUPPLIES	1,657	3,000	1,800
603-206 MOTOR VEHICLE SUPPLIES	158	150	150
603-207 MINOR TOOLS & APPARATUS	-	500	500
603-208 JANITORIAL SUPPLIES	239	140	140
603-212 GAS	2,905	2,000	3,000
603-215 OTHER SUPPLIES	-	30	100
Sub Total	4,959	5,820	5,690
<b>MAINTENANCE OF EQUIPMENT</b>			
603-403 EQUIPMENT	-	90	150
603-404 AUTOMOTIVE EQUIPMENT	252	375	600
603-406 MINOR TOOLS & EQUIPMENT	-	100	100
603-407 SOFTWARE MAINTENANCE	12,366	9,930	10,920
Sub Total	12,618	10,495	11,770
<b>MISCELLANEOUS SERVICES</b>			
603-501-01 TELEPHONE	1,562	1,300	1,300
603-501-02 CELLULAR	1,946	1,575	1,575
603-501-03 INTERNET	2,820	2,835	2,835
603-502 RENTAL OF EQUIPMENT	827	860	860
603-503 INSURANCE	1,774	1,800	1,800
603-504 SPECIAL SERVICES	4,213	5,000	4,000

	ACTUAL 2017-2018	BUDGETED 2018-2019	PROPOSED 2019-2020
603-505 ADVERTISING	2,121	1,700	2,000
603-506 BUSINESS & TRANSPORTATION	977	2,000	2,000
603-510 CONTRACTUAL SERVICES	300	150	300
Sub Total	16,540	17,220	16,670
SUNDRY CHARGES			
603-602 MEMBERSHIP & SUBSCR.	135	850	400
603-604 WORKER'S COMP.	1,554	1,555	1,555
603-606 FREIGHT EXPENSE	-	120	120
603-608 BAD DEBT EXPENSE	171,139	5,000	5,000
Sub Total	172,828	7,525	7,075
CAPITAL OUTLAY			
603-901 OFFICE EQUIPMENT	2,682	1,200	-
603-902 AUTOMOTIVE EQUIPMENT	-	-	27,000
Sub Total	2,682	1,200	27,000
NON CAPITALIZED EQUIPMENT			
603-905 NON CAPITALIZED EQUIPMENT	-	150	-
Sub Total	-	150	-
TOTAL BUDGET	487,933	253,835	262,580

**GENERAL GOVERNMENT FUNCTION EXPENSE**  
**Fiscal Year 2020**



**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	Department Number		
		4		
General	Municipal Court			
Expend. Class	Actual 2017-18	Budgeted 2018-19	Proposed 2019-20	
Personnel Services	\$ 236,405	\$ 260,155	\$ 268,590	
Supplies	4,100	4,800	3,800	
Maintenance	13,160	17,905	21,440	
Services	31,010	29,060	28,760	
Sundry Charges	3,885	13,720	33,060	
Capital Outlay	-	2,600	4,000	
TOTAL ALL ACCOUNTS	\$ 288,560	\$ 328,240	\$ 359,650	

### Mission Statement

The City of Snyder Municipal Court strives to serve the public with knowledge and competence in order to facilitate effective and impartial administration of justice by providing exceptional customer service.

### 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>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>
1. Total dispositions prior to court appearance or trial.	1,403	1,359	1,621
2. Total dispositions at court appearance or trial.	1,769	564	524
3. Number of cases dismissed through Defensive Driving.	163	153	151
4. Number of cases dismissed through Deferred Disposition.	71	74	71
5. Number of warrants issued	398	334	1,921
6. Number of cases dismissed for presenting proof of insurance.	55	15	22
7. Number of cases dismissed through compliance by remedied defect or nuisance.	182	121	98
8. Warrants for Fire, Health and Code Inspection	17	10	10
9. Show Cause Hearings Held	1,093	831	986

#### Activity Summary (Cases Filed)

Reported to State Office of Court Administration. Reporting year September through August.

#### Traffic

	<u>2016-17</u>	<u>2017-18</u>
1. Non-Parking	2,124	1,531
2. Parking	5	3
3. City Ordinance	3	2

#### Non-Traffic

	<u>2016-17</u>	<u>2017-18</u>
1. Penal Code	172	262
2. Other State Law	102	85
3. City Ordinance	110	70
Total Cases	2,516	1,953
Total Fees/Fines Revenue	\$ 216,403	\$ 265,914

## MUNICIPAL COURT - DEPARTMENT NO. 4

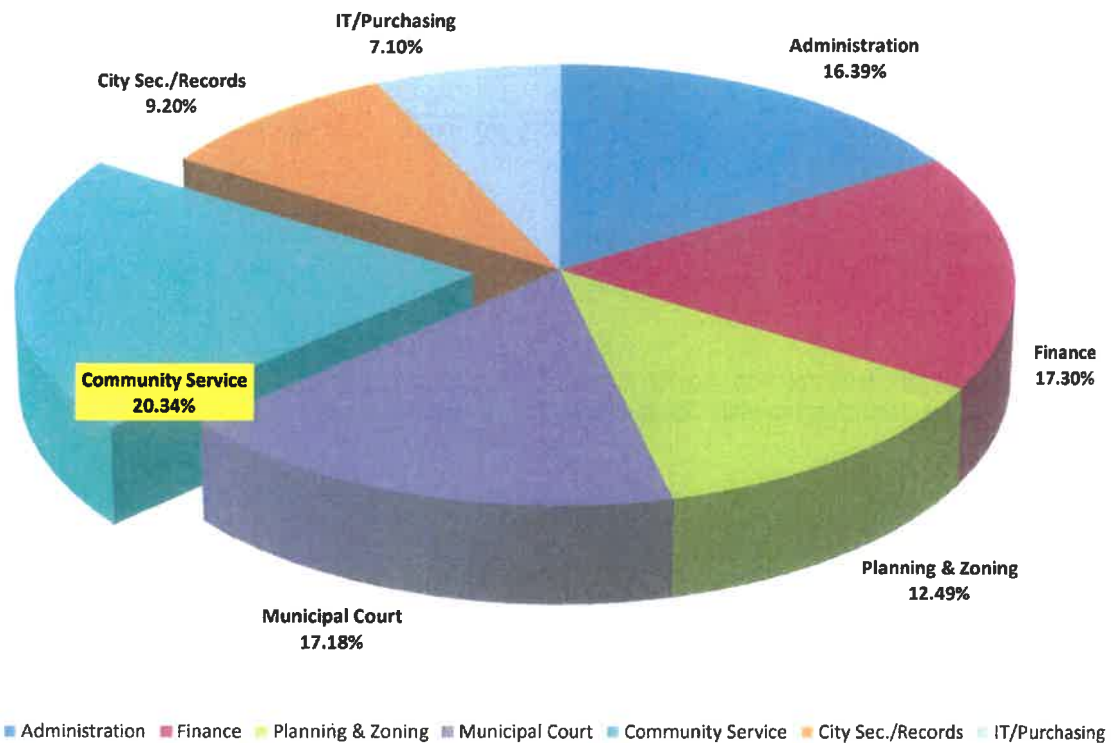
## EXPENDITURES - FUND 01

	ACTUAL 2017-2018	BUDGETED 2018-2019	PROPOSED 2019-2020
PERSONNEL SERVICES			
604-101 SUPERVISION	64,191	65,090	66,910
604-102 CLERICAL	100,051	103,560	107,375
604-105 LONGEVITY	1,986	2,635	2,815
604-106 OVERTIME	216	500	500
604-107 PART-TIME	17,046	20,000	20,000
604-108 FICA EXPENSE	11,322	11,890	12,250
604-109 TMRS EXPENSE	26,581	24,770	24,650
604-110 INSURANCE EXPENSE	28,236	28,930	31,225
604-111 MEDICARE EXPENSE	2,647	2,780	2,865
Sub Total	252,276	260,155	268,590
SUPPLIES & MATERIALS			
604-201 OFFICE SUPPLIES	2,708	4,500	3,500
604-208 JANITORIAL SUPPLIES	239	300	300
Sub Total	2,947	4,800	3,800
MAINTENANCE OF BUILDINGS			
604-301 BUILDINGS & GROUNDS	1,150	-	-
Sub Total	1,150	-	-
MAINTENANCE OF EQUIPMENT			
604-403 MAINTENANCE OF EQUIPMENT	-	120	215
604-407 SOFTWARE MAINTENANCE	12,709	17,785	21,225
Sub Total	12,709	17,905	21,440
MISCELLANEOUS SERVICES			
604-501-01 TELEPHONE	2,797	2,300	2,300
604-501-03 INTERNET	1,425	1,500	1,500
604-502 RENTAL OF EQUIPMENT	827	830	830
604-504 SPECIAL SERVICES	3,001	2,500	2,500
604-505 ADVERTISING	254	130	130
604-506 BUSINESS & TRANSPORTATION	2,602	3,400	3,400
604-508 FEE BASIS SERVICES	18,000	18,000	18,000

	ACTUAL 2017-2018	BUDGETED 2018-2019	PROPOSED 2019-2020
604-510 CONTRACTUAL SERVICES	100	100	100
604-517 JURY PAYMENTS	78	300	-
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Sub Total	29,084	29,060	28,760
SUNDRY CHARGES			
604-601 TRAINING & EDUCATION	718	2,500	3,500
604-602 MEMBERSHIP & SUBSCR.	111	285	285
604-604 WORKER'S COMP.	668	575	575
604-607 PRINTING EXPENSE	189	360	200
604-608 BAD DEBT/CHARGE OFFS	54,178	10,000	30,000
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Sub Total	55,864	13,720	34,560
CAPITAL OUTLAY			
604-901 OFFICE EQUIPMENT	4,221	2,600	4,000
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Sub Total	4,221	2,600	4,000
NON CAPITALIZED EQUIPMENT			
604-905 NON CAPITALIZED EQUIPMENT	340	-	-
	<hr/>	<hr/>	<hr/>
Sub Total	340	-	-
TOTAL BUDGET	358,591	328,240	361,150



**GENERAL GOVERNMENT FUNCTION EXPENSE**  
**Fiscal Year 2020**



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

## BUDGET SUMMARY

Fund	Function	Department Number		
General	Community Services	5		
Expend. Class	Actual 2017-18	Budgeted 2018-19	Proposed 2019-20	
Personnel Services	\$ -	\$ -	\$ -	
Supplies	16,560	16,760	16,750	
Maintenance	1,605	2,285	30,385	
Services	320,650	344,955	361,760	
Sundry Charges	5,115	5,115	6,615	
Capital Outlay	-	-	31,100	
TOTAL ALL ACCOUNTS	\$ 343,930	\$ 369,115	\$ 446,610	

### 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.

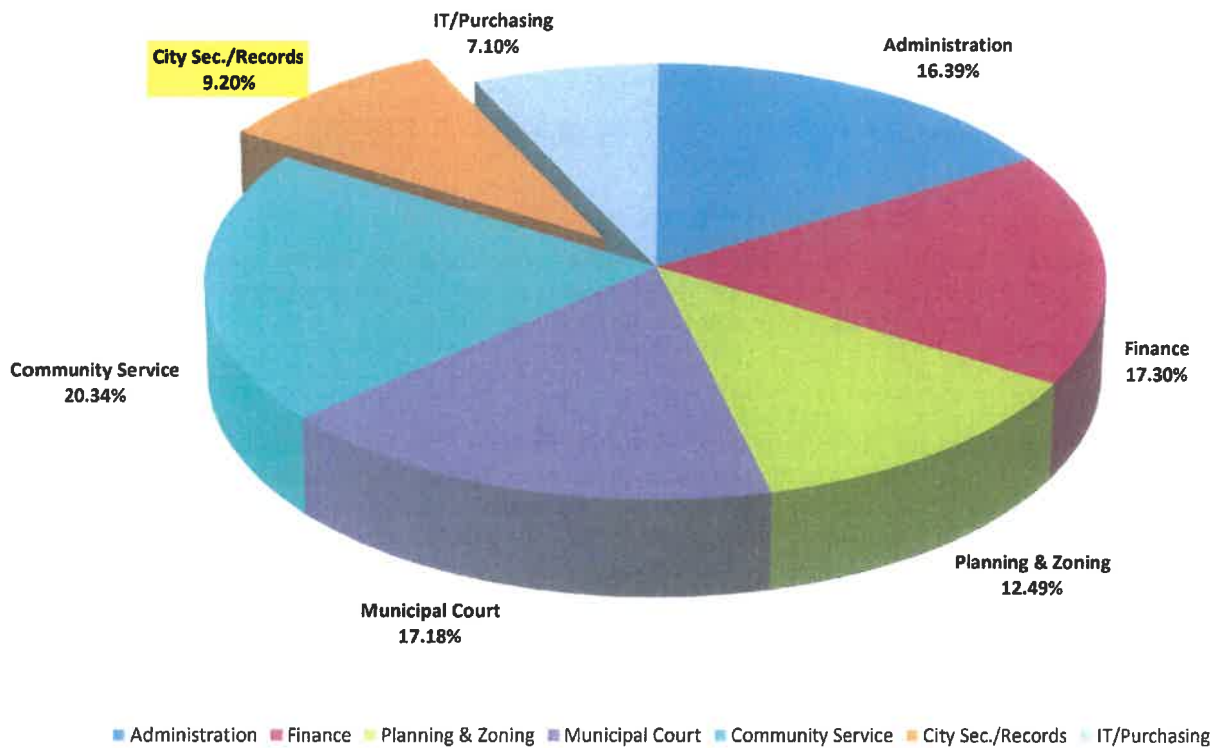
COMMUNITY SERVICE - DEPARTMENT NO. 5

EXPENDITURES - FUND 01

	ACTUAL 2017-2018	BUDGETED 2018-2019	PROPOSED 2019-2020
<b>SUPPLIES &amp; MATERIALS</b>			
605-201 OFFICE SUPPLIES	471	350	350
605-205 TIRES AND TUBES	456	-	200
605-206 MOTOR VEHICLES SUPPLIES	-	400	200
605-208 JANITORIAL SUPPLIES	16	-	-
605-210 BOTANICAL & AGRICUL.	-	2,210	2,400
605-211 ELECTION SUPPLIES	-	13,000	13,000
605-212 GAS	581	800	600
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Sub Total	1,524	16,760	16,750
<b>MAINTENANCE OF BUILDINGS</b>			
605-301 BUILDINGS & GROUNDS	3,592	1,300	29,500
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Sub Total	3,592	1,300	29,500
<b>MAINTENANCE OF EQUIPMENT</b>			
605-404 AUTOMOTIVE EQUIPMENT	50	200	100
605-407 SOFTWARE MAINTENANCE		785	785
605-411 RADIO INSTALLATION	271	-	-
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Sub Total	321	985	885
<b>MISCELLANEOUS SERVICES</b>			
605-501-03 INTERNET	1,425	1,425	1,425
605-502 RENTAL OF EQUIPMENT	237	275	275
605-503 INSURANCE	23,356	23,500	23,500
605-504 SPECIAL SERVICES	27,500	15,290	15,275
605-505 ADVERTISING	15,506	10,000	11,500
605-506 BUSINESS & TRANSPORTATION	5,218	3,500	3,500
605-508 FEE BASIS SERVICES	113,515	95,000	98,200
605-510 CONTRACTUAL SERVICES	155,322	153,965	147,085
605-514 TAX COLLECTION	11,993	12,000	12,000
605-518 DEMOLITION COSTS	20,482	30,000	30,000
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Sub Total	374,554	344,955	342,760

	ACTUAL 2017-2018	BUDGETED 2018-2019	PROPOSED 2019-2020
SUNDRY CHARGES			
605-601 TRAINING & EDUCATION	-	-	-
605-602 MEMBERSHIP & SUBSCR.	4,773	5,000	6,500
605-604 WORKMAN'S COMPENSATION	12	15	15
605-606 FREIGHT EXPENSE	43	100	100
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Sub Total	4,828	5,115	6,615
CAPITAL OUTLAY			
605-901 OFFICE EQUIPMENT	-	-	1,100
605-902 AUTOMOTIVE EQUIPMENT	-	-	30,000
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Sub Total	-	-	31,100
TOTAL BUDGET	384,819	369,115	427,610

**GENERAL GOVERNMENT FUNCTION EXPENSE**  
**Fiscal Year 2020**



**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	Department Number		
		6		
General	City Secretary/Records Management			
Expend. Class	Actual 2017-18	Budgeted 2018-19	Proposed 2019-20	
Personnel Services	\$ 161,685	\$ 162,785	\$ 167,775	
Supplies	3,050	1,850	1,550	
Maintenance	6,145	6,845	5,825	
Services	8,660	6,940	15,940	
Sundry Charges	850	800	800	
Capital Outlay	-	11,200	1,400	
<b>TOTAL ALL ACCOUNTS</b>	<b>\$ 180,390</b>	<b>\$ 190,420</b>	<b>\$ 193,290</b>	

### Mission Statement

To be committed to leadership that ensures quality public service based on honesty, dependability, integrity, consistency, respectfulness, and fairness. To promote open and responsive government through proper recording and preservation of the City's history and official documents.

### 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 coordinate and attend all meetings of the City Council, Building Standards Commission, and keep accurate minutes of its proceedings; shall maintain and preserve all books, papers, documents, records, files and actions 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 put on the City's website.
6. To provide quality services and information to the citizens, City Council, and City Staff in a courteous and equitable manner.

### 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>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>
Public information requests	146	132	148
Number of records laserfiche	10,081	5,483	19,936
Number of records disposed	3,281	6,654	232
City Council agendas prepared	22	22	18
Planning & Zoning agendas prepared	4	4	1
Building Standards Commission agendas prepared	9	6	5
Municipal election held	0	2	0

## CITY SECRETARY/RECORDS - DEPARTMENT NO. 6

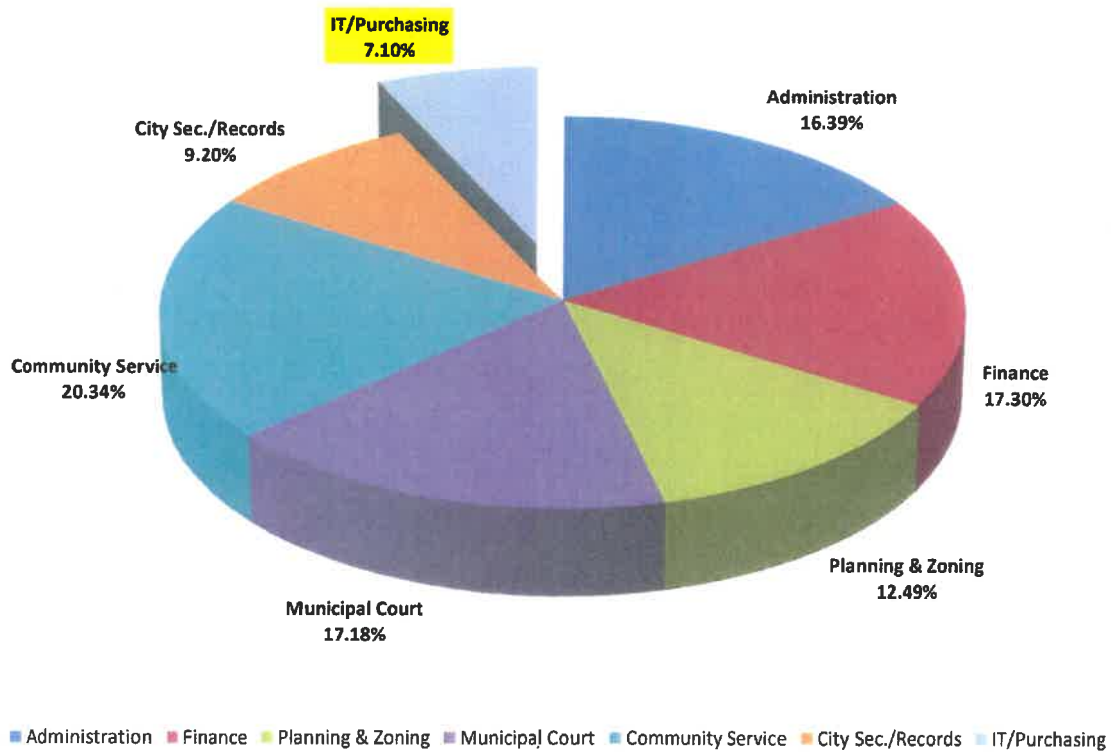
## EXPENDITURES - FUND 01

	ACTUAL 2017-2018	BUDGETED 2018-2019	PROPOSED 2019-2020
<b>PERSONNEL SERVICES</b>			
606-101 SUPERVISION	63,858	65,090	66,910
606-102 CLERICAL	50,482	51,180	52,610
606-105 LONGEVITY	535	785	905
606-106 OVERTIME	-	500	500
606-108 FICA EXPENSE	7,051	7,290	7,495
606-109 TMRS EXPENSE	18,346	16,950	16,785
606-110 INSURANCE EXPENSE	18,853	19,285	20,815
606-111 MEDICARE EXPENSE	1,649	1,705	1,755
Sub Total	160,774	162,785	167,775
<b>SUPPLIES &amp; MATERIALS</b>			
606-201 OFFICE SUPPLIES	1,260	1,500	1,200
606-208 JANITORIAL SUPPLIES	239	300	300
606-215 OTHER SUPPLIES	-	50	50
Sub Total	1,499	1,850	1,550
<b>MAINTENANCE OF EQUIPMENT</b>			
606-401 OFFICE EQUIPMENT	341	345	-
606-403 MAINTENANCE OF EQUIPMENT	-	120	220
606-407 SOFTWARE MAINTENANCE	6,332	6,380	5,605
Sub Total	6,673	6,845	5,825
<b>MISCELLANEOUS SERVICES</b>			
606-501-01 TELEPHONE	1,679	1,400	1,400
606-501-03 INTERNET	2,025	1,425	1,425
606-502 RENTAL OF EQUIPMENT	827	850	850
606-503 INSURANCE	70	165	165
606-504 SPECIAL SERVICES	5	-	-
606-506 BUSINESS & TRANSPORTATION	2,393	3,000	12,000
606-510 CONTRACTUAL SERVICES	100	100	100
Sub Total	7,099	6,940	15,940



	ACTUAL 2017-2018	BUDGETED 2018-2019	PROPOSED 2019-2020
SUNDRY CHARGES			
606-602 MEMBERSHIP & SUBSCR.	241	300	300
606-604 WORKER'S COMP.	445	500	500
606-606 FREIGHT EXPENSE	42	-	-
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Sub Total	728	800	800
CAPITAL OUTLAY			
606-901 OFFICE EQUIPMENT	-	11,200	1,400
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Sub Total	-	11,200	1,400
TOTAL BUDGET	176,773	190,420	193,290

**GENERAL GOVERNMENT FUNCTION EXPENSE**  
**Fiscal Year 2020**



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

## BUDGET SUMMARY

Fund	Function	Department Number		
		Purchasing/Information Technology	7	
General				
	Expend. Class	Actual 2017-18	Budgeted 2018-19	Proposed 2019-20
	Personnel Services	\$ 93,480	\$ 94,765	\$ 97,920
	Supplies	1,550	1,550	2,750
	Maintenance	18,580	20,200	37,700
	Services	6,650	6,765	6,865
	Sundry Charges	630	5,925	1,905
	Capital Outlay	5,100	16,000	1,500
	Non-Capital Equipment	-	300	500
	TOTAL ALL ACCOUNTS	\$ 125,990	\$ 145,505	\$ 149,140

### Mission Statement

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

### Description

The Purchasing/Information Technology 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, network and software. This department is also responsible for any software updates or new software that is required to stay current with the technology of today. Information Technology maintains a city wide wireless point-to-point LAN network connecting each of the city facilities. Maintains Leica Survey equipment and system. Updates and supplies information on the GIS mapping system. The department is responsible for updating Website information for the City of Snyder along with social media and PEG channel. Uses the Civic Ready Alert system in conjunction with the city Emergency Management to stay in communication with the citizens of Snyder. Also keeps track of equipment warranties on all computers within the City. Information Technology also checks on any upgrades to run the most current release of all 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 and maintains the fueling system for each department.

### Goals

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

### Objectives

1. Provide timely and accurate information to the citizens of Snyder.

2. Update the network infrastructure to keep up with changing technologies.
3. To keep the performance of the computer system at optimum level and to continue to provide any assistance needed by users.
4. To make all purchases as required by the specification for the best price that is most advantageous to the City of Snyder.

Indicators

	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>
Number of PO's issued	318	225	195

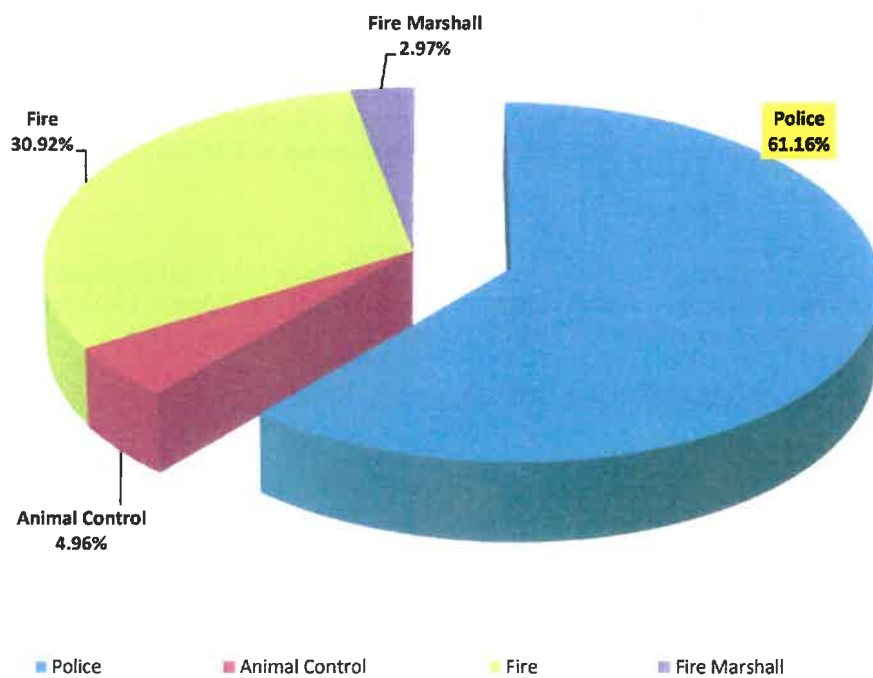
IT / PURCHASING - DEPARTMENT NO. 7

EXPENDITURES - FUND 01

	ACTUAL 2017-2018	BUDGETED 2018-2019	PROPOSED 2019-2020
<b>PERSONNEL SERVICES</b>			
607-101 SUPERVISION	65,306	65,090	66,910
607-105 LONGEVITY	793	1,040	1,100
607-106 OVERTIME	3,760	3,600	4,000
607-108 FICA EXPENSE	3,950	4,325	4,465
607-109 TMRS EXPENSE	11,157	10,055	9,995
607-110 INSURANCE EXPENSE	9,427	9,645	10,410
607-111 MEDICARE EXPENSE	924	1,010	1,040
Sub Total	95,317	94,765	97,920
<b>SUPPLIES &amp; MATERIALS</b>			
607-201 OFFICE SUPPLIES	889	1,300	1,100
607-206 MOTOR VEHICLE SUPPLIES	-	-	200
607-208 JANITORIAL SUPPLIES	240	250	250
607-212 GAS EXPENSE	-	-	1,200
Sub Total	1,129	1,550	2,750
<b>MAINTENANCE OF EQUIPMENT</b>			
607-403 MAINTENANCE OF EQUIPMENT	-	120	300
607-404 AUTOMOTIVE EQUIPMENT	-	-	400
607-407 SOFTWARE MAINTENANCE	28,015	20,080	37,000
Sub Total	28,015	20,200	37,700
<b>MISCELLANEOUS SERVICES</b>			
607-501-01 TELEPHONE	1,050	1,105	1,105
607-501-03 INTERNET	1,725	1,500	1,725
607-502 RENTAL OF EQUIPMENT	827	860	860
607-504 SPECIAL SERVICES	5	200	75
607-506 BUSINESS & TRANSPORTATION	920	3,000	3,000
607-510 CONTRACTUAL SERVICES	100	100	100
607-512 DATA PROCESSING	-	-	-
Sub Total	4,627	6,765	6,865

	ACTUAL 2017-2018	BUDGETED 2018-2019	PROPOSED 2019-2020
<b>SUNDRY CHARGES</b>			
607-602 MEMBERSHIPS & SUBSCRIPTIONS	272	5,345	1,300
607-604 WORKER'S COMP.	554	580	580
607-606 FREIGHT EXPENSE	21	-	25
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Sub Total	847	5,925	1,905
<b>CAPITAL OUTLAY</b>			
607-901 OFFICE EQUIPMENT	12,607	16,000	1,500
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Sub Total	-	16,000	1,500
<b>NON CAPITALIZED EQUIPEMENT</b>			
607-905 NON CAPITALIZED EQUIPMENT	246	300	500
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Sub Total	12,853	300	500
<b>TOTAL BUDGET</b>	142,788	145,505	149,140

## Public Safety Function Expense Fiscal Year 2020



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

## BUDGET SUMMARY

Fund	Function	Police	Department Number	
General	Public Safety		16	
Expend. Class	Actual 2017-18	Budgeted 2018-19	Proposed 2019-20	
Personnel Services	\$ 2,004,880	\$ 2,069,845	\$ 2,096,485	
Supplies	92,350	81,400	86,800	
Maintenance	71,000	69,015	100,260	
Services	110,490	100,970	71,160	
Sundry Charges	117,600	111,160	73,160	
Capital Outlay	94,200	210,900	167,300	
TOTAL ALL ACCOUNTS	\$ 2,535,520	\$ 2,643,290	\$ 2,595,165	

### 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 with highest level of professionalism and ethical standards.

### Description

The Snyder Police Department currently consists of twenty-three (25) total personnel and is broken down as follows: Chief of Police; one (1) Lieutenant; three (3) Sergeants; four (4) Field Training Officers; thirteen (13) Police Officers; two (2) Senior Clerks; and one (1) Clerk/Evidence Tech.

At the current time, the Department is split into two (2) distinct divisions. These are: Patrol and Support Services.

The Department currently maintains a fleet of twenty-two (22) vehicles and (4) police bicycles. 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 proactive drug investigation and with the proactive use of the K-9 for drug detection.
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>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>
1. Traffic citations	2,652	2,494	1,636
2. Traffic warnings	2,920	2,933	2,009
3. Traffic accidents	172	170	186
4. DWI	37	40	42
5. DWLS	61	40	29
6. Burglary	104	112	62
7. Theft	223	236	160
8. Criminal mischief	86	77	34
9. Robbery	2	1	2
10. Assault	55	166	57

11.	Sexual assault	11	8	15
12.	Homicide	2	1	0
13.	Juvenile arrest	26	26	42
14.	Adult arrest	418	618	301
15.	Burglar alarms	1,080	913	500
16.	Emergency messages	12	11	2
17.	House watches	97	93	2,148
18.	Open doors/windows	121	87	50
19.	Motorist assists	74	49	35
20.	In-service Training	32	25	35
	A. Traffic	3	6	7
	B. Investigations	10	15	18
	C. Firearms	2	2	2
	D. Specialized	17	25	40
21.	Public Education Programs	37	50	75
	A. Youth	32	40	40
	B. Civic Clubs/Groups	5	12	35
	C. Home Inspections	0	0	0
	D. Business Inspections	0	0	0

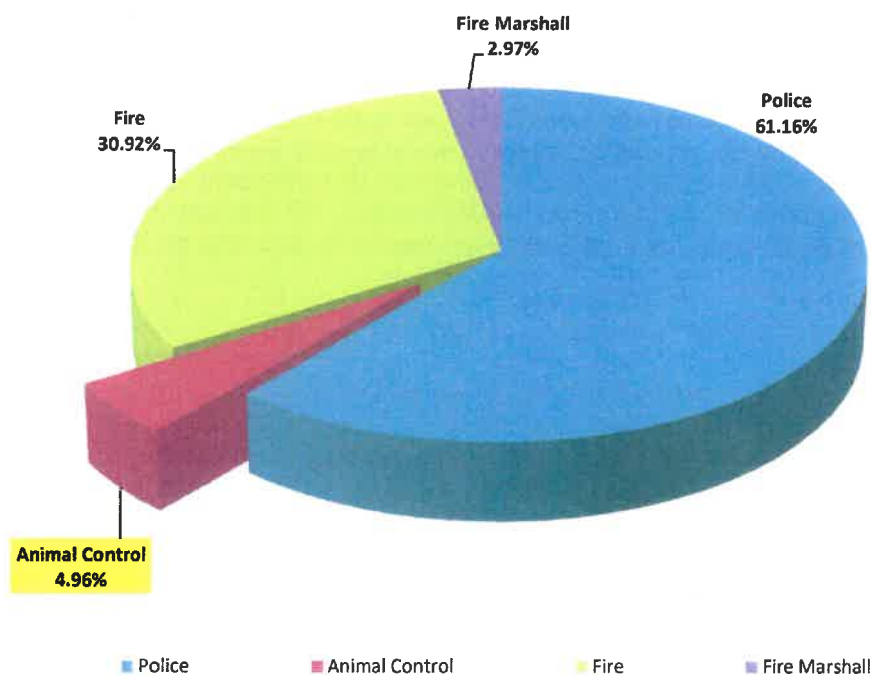
## POLICE - DEPARTMENT NO. 16

## EXPENDITURES - FUND 01

	ACTUAL 2017-2018	BUDGETED 2018-2019	PROPOSED 2019-2020
<b>PERSONNEL SERVICES</b>			
616-101 SUPERVISION	84,918	94,860	92,495
616-102 CLERICAL	137,312	110,160	143,195
616-103 OPERATIONS	1,037,427	1,193,330	1,183,645
616-105 LONGEVITY	8,357	9,970	9,080
616-106 OVERTIME	108,890	90,000	80,000
616-107 PART-TIME	4,890	7,250	2,885
616-108 FICA EXPENSE	82,778	93,345	93,700
616-109 TMRS EXPENSE	219,489	216,060	209,370
616-110 INSURANCE EXPENSE	204,586	233,040	260,200
616-111 MEDICARE EXPENSE	19,360	21,830	21,915
Sub Total	1,908,007	2,069,845	2,096,485
<b>SUPPLIES &amp; MATERIALS</b>			
616-201 OFFICE SUPPLIES	11,463	9,000	10,000
616-202 FORMS	813	250	250
616-204 UNIFORM & CLOTHING	18,356	7,500	10,000
616-205 TIRES & TUBES	3,672	6,000	6,000
616-206 MOTOR VEHICLE SUPPLIES	970	2,000	2,000
616-207 MINOR TOOLS & APPARATUS	275	300	300
616-208 JANITORIAL SUPPLIES	475	750	750
616-212 GAS	45,968	50,000	50,000
616-215 OTHER SUPPLIES	3,412	4,500	5,000
616-216 CANINE MAINTENANCE SUPPLIES	711	1,100	2,500
Sub Total	86,115	81,400	86,800
<b>MAINTENANCE OF BUILDINGS</b>			
616-301 BUILDINGS & GROUNDS	2,227	300	300
Sub Total	2,227	300	300
<b>MAINTENANCE OF EQUIPMENT</b>			
616-401 OFFICE EQUIPMENT	9,513	3,000	-
616-403 EQUIPMENT	54	10,910	10,970
616-404 AUTOMOTIVE EQUIPMENT	27,822	25,000	25,000
616-406 MINOR TOOLS & EQUIPMENT	96	100	100
616-407 SOFTWARE MAINTENANCE	22,603	23,205	57,390
616-411 RADIO INSTALLATION	3,432	6,500	6,500
Sub Total	63,520	68,715	99,960

	ACTUAL 2017-2018	BUDGETED 2018-2019	PROPOSED 2019-2020
MISCELLANEOUS SERVICES			
616-501-01 TELEPHONE	6,532	9,000	6,500
616-501-02 CELLULAR	9,354	23,000	13,000
616-501-03 INTERNET	12,966	14,000	14,000
616-502 RENTAL OF EQUIPMENT	2,924	22,670	3,160
616-503 INSURANCE	20,984	22,000	22,000
616-504 SPECIAL SERVICES	6,107	4,500	4,500
616-505 ADVERTISING	1,435	300	2,500
616-506 BUSINESS & TRANSPORTATION	4,375	1,000	1,000
616-508 FEE BASIS SERVICES	31,172	2,000	2,000
616-514 MISC. EXPENDITURES, OTHER	-	2,500	2,500
Sub Total	95,849	100,970	71,160
SUNDRY CHARGES			
616-601 TRAINING & EDUCATION	16,364	16,000	16,000
616-602 MEMBERSHIP & SUBSCR.	2,510	2,160	2,160
616-604 WORKER'S COMP.	77,541	92,000	54,000
616-606 FREIGHT EXPENSE	869	1,000	1,000
Sub Total	97,284	111,160	73,160
CAPITAL OUTLAY			
616-901 OFFICE EQUIPMENT	28,987	7,500	5,000
616-902 AUTOMOTIVE EQUIPMENT	74,635	-	105,000
616-903 MACHINERY & EQUIPMENT	3,444	203,400	57,300
Sub Total	107,066	210,900	167,300
NON CAPITALIZED EQUIPMENT			
616-905 NON CAPITALIZED EQUIPMENT	10,470	-	-
Sub Total	10,470	-	-
TOTAL BUDGET	2,370,538	2,643,290	2,595,165

## Public Safety Function Expense Fiscal Year 2020



**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 2017-18	Budgeted 2018-19	Proposed 2019-20	
Personnel Services	\$ 171,960	\$ 122,050	\$ 128,330	
Supplies	17,550	17,150	18,550	
Maintenance	9,080	7,100	7,255	
Services	16,445	13,675	13,225	
Sundry Charges	5,830	6,570	6,570	
Capital Outlay	3,400	-	36,400	
<b>TOTAL ALL ACCOUNTS</b>	<b>\$ 224,265</b>	<b>\$ 166,545</b>	<b>\$ 210,330</b>	

### 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>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>
1. Animals picked up	1,146	1,142	753
2. Animals reclaimed	152	136	103
3. Animals destroyed	721	713	431
4. Animals died in pound	35	38	25
5. Dead animals picked up	497	457	320
6. Animal bite cases	46	45	38
7. Ordinance enforcements	138	122	85
8. Dog running at large citations	48	42	27
9. Failure to vaccinate for rabies citations	19	19	10
10. Pound fees collected	\$ 6,857	\$ 6,327	\$5,322
11. Dog tags sold	\$ 116	\$ 110	\$ 88
12. Micro chip fees	\$ 300	\$ 285	\$ 435

## ANIMAL CONTROL - DEPARTMENT NO. 17

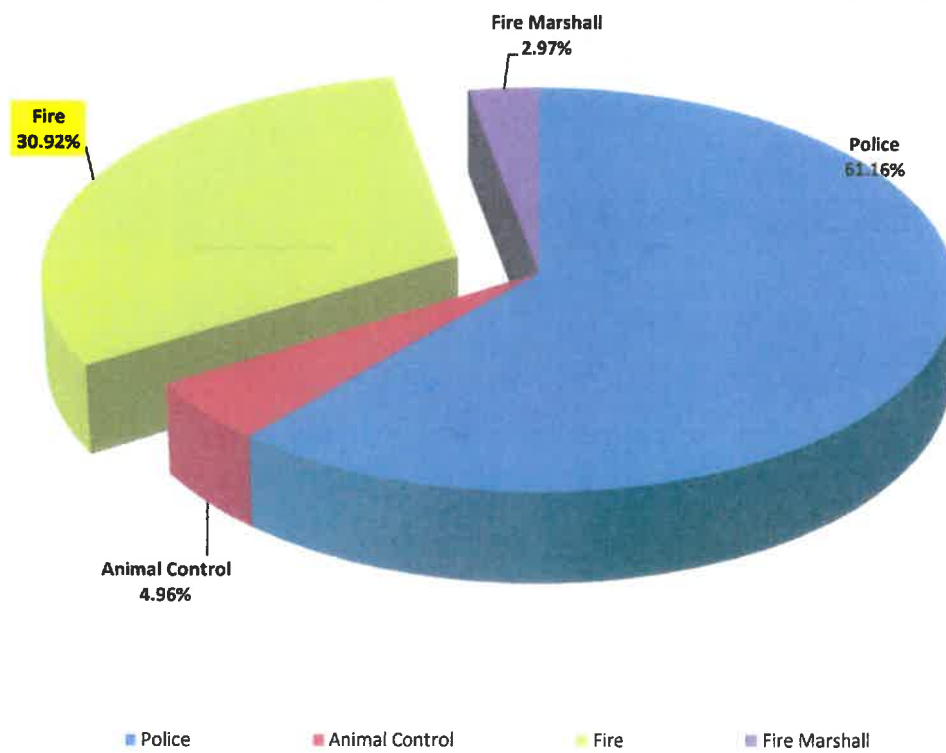
## EXPENDITURES - FUND 01

	ACTUAL 2017-2018	BUDGETED 2018-2019	PROPOSED 2019-2020
PERSONNEL SERVICES			
617-103 OPERATIONS	79,636	78,505	80,665
617-104 MAINTENANCE	11,168	-	-
617-105 LONGEVITY	1,269	1,680	1,800
617-106 OVERTIME	5,458	4,000	6,000
617-108 FICA EXPENSE	5,910	5,220	5,485
617-109 TMRS EXPENSE	15,576	12,140	12,280
617-110 INSURANCE EXPENSE	22,760	19,285	20,815
617-111 MEDICARE EXPENSE	1,382	1,220	1,285
Sub Total	143,159	122,050	128,330
SUPPLIES & MATERIALS			
617-201 OFFICE SUPPLIES	446	1,250	1,250
617-202 FORMS-PROCEDURAL	-	-	300
617-204 UNIFORM & CLOTHING	203	2,400	2,400
617-205 TIRES & TUBES	2,340	600	600
617-206 MOTOR VEHICLE SUPPLIES	46	200	200
617-207 MINOR TOOLS & APPARATUS	228	300	300
617-208 JANITORIAL SUPPLIES	2,269	2,500	2,500
617-209 CHEMICALS	136	500	600
617-212 GAS	3,681	4,700	4,700
617-215 OTHER SUPPLIES	39	700	700
617-216 CANINE MAINTENANCE SUPPLIES	3,483	4,000	5,000
Sub Total	12,871	17,150	18,550
MAINTENANCE OF BUILDINGS			
617-301 BUILDINGS & GROUNDS	2,168	3,000	3,000
Sub Total	2,168	3,000	3,000
MAINTENANCE OF EQUIPMENT			
617-403 EQUIPMENT	30	200	200
617-404 AUTOMOTIVE EQUIPMENT	231	1,500	1,500
617-407 SOFTWARE MAINTENANCE	1,428	1,400	1,555
617-411 RADIO INSTALLATION	221	1,000	1,000
Sub Total	1,910	4,100	4,255



	ACTUAL 2017-2018	BUDGETED 2018-2019	PROPOSED 2019-2020
MISCELLANEOUS SERVICES			
617-501-01 TELEPHONE	1,955	2,000	2,000
617-501-02 CELLULAR	376	900	450
617-501-03 INTERNET	3,000	3,000	3,000
617-502 RENTAL	562	625	625
617-503 INSURANCE	1,515	1,800	1,800
617-504 SPECIAL SERVICES	293	600	600
617-505 ADVERTISING EXPENSE	79	150	150
617-506 BUSINESS & TRANSPORTATION	190	500	500
617-511-01 ELECTRICITY	4,085	4,100	4,100
Sub Total	12,055	13,675	13,225
SUNDRY CHARGES			
617-601 TRAINING & EDUCATION	450	1,000	1,000
617-602 MEMBERSHIPS & SUBSCRIPTIONS	30	120	120
617-604 WORKER'S COMP.	5,121	5,250	5,250
617-606 FREIGHT EXPENSE	119	100	100
617-608 BAD DEBT EXPENSE/CHARGE OFFS	(65)	100	100
Sub Total	5,655	6,570	6,570
CAPITAL OUTLAY			
617-901 OFFICE EQUIPMENT	-	-	1,400
617-902 AUTOMOTIVE EQUIPMENT	-	-	35,000
617-903 MACHINERY & OTHER EQUIP.	1,400	-	-
Sub Total	1,400	-	36,400
TOTAL BUDGET	179,218	166,545	210,330

## Public Safety Function Expense Fiscal Year 2020



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

## BUDGET SUMMARY

Fund	Function	Fire	Department Number	
General	Public Safety		18	
Expend. Class		Actual 2017-18	Budgeted 2018-19	Proposed 2019-20
Personnel Services		\$ 752,060	\$ 829,735	\$ 888,315
Supplies		82,920	85,820	80,320
Maintenance		63,475	65,965	68,960
Services		100,350	101,875	104,120
Sundry Charges		23,495	23,900	26,200
Capital Outlay		39,300	361,200	144,000
TOTAL ALL ACCOUNTS		\$ 1,061,600	\$ 1,468,495	\$ 1,311,915

### 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 11 paid fire personnel, working in conjunction with the Snyder Volunteer Fire Department Inc., a volunteer organization. 9 paid suppression personnel and the Chief are assigned to Department-18, and 1 Fire Marshal is assigned to Department-19. 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, 3 Volunteer Captains, 5 Lieutenants (2 paid, 3 volunteer) 7 paid Firefighters, and approximately 21 additional volunteer fire fighters. Of the total personnel, there are approximately 4 Paramedics, 2 EMT-Intermediate, 12 EMTs and 2 ECA's. All paid personnel are required to maintain ECA (or higher) certification with the State Department of Health Services. Several paid firefighters are certified Fire Department instructors, and certifications range from Basic to Advanced. The Chief, in addition to Advanced TCFP certification, is a certified Paramedic, advanced certified Fire Investigator (CFI), Certified Wildland Fire Investigator (CWLFI), Level-II Fire Instructor, EMS Program Instructor/Examiner (Paramedic Level), TCOLE Instructor and Certified Emergency Manager through EMI/FEMA, advanced certification pending. The Chief/EMC currently maintains all required Emergency Management Documents and is the chief EM Planner for both the City and County. The Deputy Fire Marshal is also certified through EMI, and serves as a deputy EMC, handling the routine practical aspects of Emergency Management operations and planning under the oversight of the Chief. These include local disaster planning and all the hazards EM plan, and the EOC preparedness.

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 Rescue 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 two CAFS (compressed air foam) multi-purpose units, 7 additional 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 post and communications vehicle. The central station also houses the emergency management facility, to include a 2,000 sq. foot below ground Emergency Operations Center (EOC) and redundant communications equipment for both the City and County emergency response agencies. This is the local warning point for Emergency Management. CATV alert and other public warning systems are controlled from this facility. Additionally, SKYWARN (weather watching/warning) is coordinated out of the EOC by approximately 21 spotters trained annually by the National Weather Service. The Chief serves as one of 8 regional coordinators for the Midland NWS (MAF/NE Region).

Training is conducted 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 VFD is likewise interoperable and P25 capable.

### Goals

1. To serve all citizens through 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>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>
1. Volunteer man-hours	1,523	2,016	3,328
2. ISO Rating	3	3	3

Activity Summary

Fire Dept. responses in city	260	189	232
Fire Dept. responses in county	218	196	266
Mutual aid	22	27	35
Drills/Exercises	4	0	4
Total fire calls	500	412	533

Fire Runs by Location FY 17-18

COUNT		COUNT	
Scurry County		City of Snyder	232
Pct-1	51	Mutual Aid	
Pct-2	82	Borden Co.	15
Pct-3	68	Fisher Co.	4
Pct-4	65	Garza Co.	2
		Kent Co.	1
		Mitchell Co.	5
		Nolan Co.	6
		Howard Co.	1

Fire Runs by Type FY 17-18    COUNT

Fire (Includes Appliances)	17
Building Fire	15
Fires in structure other than in a building	2
Cooking fire, confined to container	1
Chimney or flue fire, confined to chimney or flue	1
Trash or rubbish fire, contained	10
Fire in mobile home used as fixed residence	1
Fire in portable building, fixed location	1
Mobile property (vehicle) fire	5
Passenger vehicle fire	8
Road freight or transport vehicle fire	3
Off-road vehicle or heavy equipment fire	3
Natural vegetation fire	8
Forest, woods or wildland fire	3
Brush or brush-and-grass mixture fire	33
Grass Fire	37
Outside rubbish fire, other	6
Outside rubbish, trash or waste fire	4
Garbage dump or sanitary landfill fire	2
Dumpster or other outside trash receptacle fire	3
Outside storage fire	6

Outside gas or vapor combustion explosion	1
Cultivated vegetation, crop fire	9
Cultivated grain or crop fire	4
Overpressure rupture of air or gas pipe/pipeline	1
Excessive heat, scorch burns with no ignition	1
Rescue, EMS Incident	3
Medical assist, assist EMS crew	15
Emergency medical service, other	1
EMS call, excluding vehicle accident with injury	2
Motor vehicle accident with injuries	60
Motor vehicle/pedestrian accident (MV Ped)	2
Motor vehicle accident with no injuries	56
Lock-In	1
Search for person on land	1
Extrication, rescue, other	1
Extrication of victim(s) from building/structure	1
Extrication of victim(s) from vehicle	3
Gasoline or other flammable liquid spill	2
Gas leak (natural gas or LPG)	15
Oil or other combustible liquid spill	2

Carbon monoxide incident	1
Electrical wiring/equipment problem	1
Overheated motor	1
Power line down	5
Arcing, shorted electrical equipment	2
Accident, potential accident	2
Vehicle accident, general cleanup	1
Attempt to burn	1
Service call, other	4
Person in distress, other	1
Lock-out	1
Water or steam leak	1
Smoke or odor removal	2
Animal problem	2
Public service assistance	4
Assist police or other governmental agency	3
Police matter	1
Public service	18
Unauthorized burning	10
Good intent call	39
Dispatched and cancelled en route	28
No incident found on arrival at dispatch address	9
Authorized controlled burning	1
Smoke scare, odor of smoke	9



EMS call, party transported by non-fire agency	4
False alarm or false call	15
Malicious, mischievous false call	1
Alarm system sounded due to malfunction	1
CO detector activation due to malfunction	1
Unintentional transmission of alarm	1
Sprinkler activation, no fire	1
Alarm system activation, no fire	1
Severe weather or natural disaster	1
Lightning strike, no fire	3
Severe weather or natural disaster standby	1
Special type of incident	6
TOTAL INCIDENTS: 533	

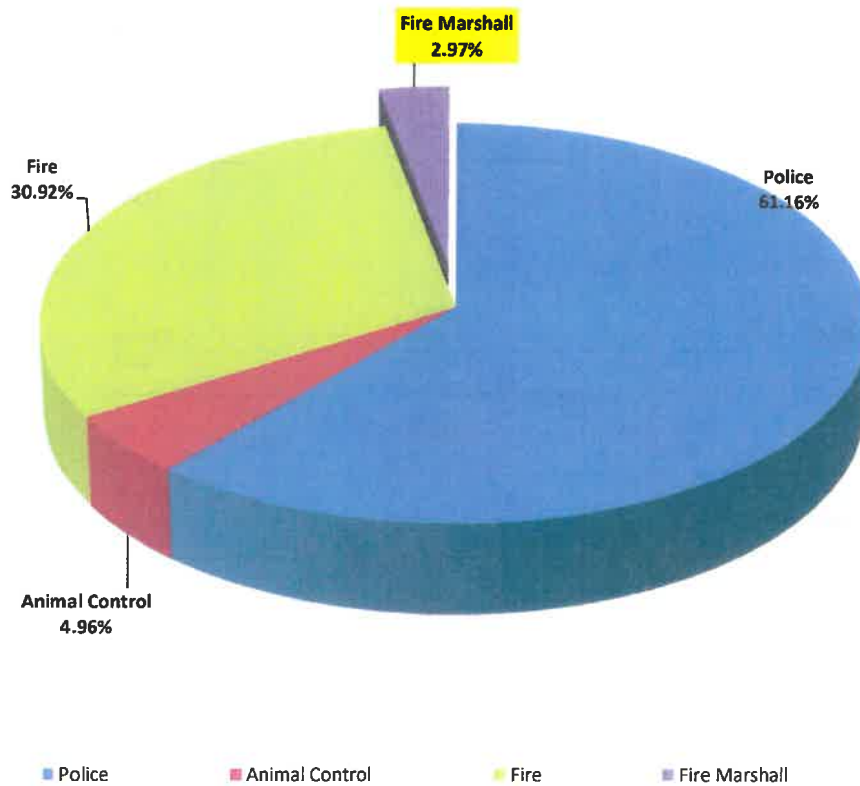
FIRE - DEPARTMENT NO. 18

EXPENDITURES - FUND 01

	ACTUAL 2017-2018	BUDGETED 2018-2019	PROPOSED 2019-2020
<b>PERSONNEL SERVICES</b>			
618-101 SUPERVISION	86,156	85,705	88,090
618-103 OPERATIONS	446,307	455,160	496,860
618-105 LONGEVITY	4,295	5,860	6,350
618-106 OVERTIME	47,128	54,000	54,000
618-108 FICA EXPENSE	35,214	37,245	40,010
618-109 TMRS EXPENSE	93,247	86,625	89,570
618-110 INSURANCE EXPENSE	84,853	96,430	104,080
618-111 MEDICARE EXPENSE	8,235	8,710	9,355
Sub Total	805,435	829,735	888,315
<b>SUPPLIES &amp; MATERIALS</b>			
618-201 OFFICE SUPPLIES	158	1,200	700
618-204 UNIFORM & CLOTHING	8,616	33,920	33,920
618-205 TIRES & TUBES	3,433	11,500	6,500
618-206 MOTOR VEHICLE SUPPLIES	4,166	8,500	8,500
618-207 MINOR TOOLS & APPARATUS	2,519	4,000	4,000
618-208 JANITORIAL SUPPLIES	1,519	1,400	1,400
618-209 CHEM. & MECH. SUPPLIES	5,660	6,000	6,000
618-212 GAS	5,950	7,800	7,800
618-213 DIESEL	12,272	10,000	10,000
618-215 OTHER SUPPLIES	802	1,500	1,500
Sub Total	45,095	85,820	80,320
<b>MAINTENANCE OF BUILDINGS</b>			
618-301 BUILDINGS & GROUNDS	6,562	7,300	7,300
Sub Total	6,562	7,300	7,300
<b>MAINTENANCE OF EQUIPMENT</b>			
618-402 MACHINERY	677	300	300
618-403 EQUIPMENT	31,576	30,900	30,900
618-404 AUTOMOTIVE EQUIPMENT	17,168	20,000	20,000
618-406 MINOR TOOLS & EQUIPMENT	98	600	600
618-407 SOFTWARE MAINTENANCE	4,668	3,865	6,860
618-411 RADIO INSTALLATION	2,693	3,000	3,000
Sub Total	56,880	58,665	61,660

	ACTUAL 2017-2018	BUDGETED 2018-2019	PROPOSED 2019-2020
MISCELLANEOUS SERVICES			
618-501-01 TELEPHONE COMMUNICATION	11,816	9,700	11,200
618-501-02 CELLULAR	1,313	2,000	1,200
618-501-03 INTERNET	3,793	3,500	3,800
618-502 RENTAL OF EQUIPMENT	2,347	2,175	2,245
618-503 INSURANCE	8,778	9,000	9,000
618-504 SPECIAL SERVICES	48,118	52,000	52,000
618-505 ADVERTISING	1,087	1,000	1,000
618-506 BUSINESS & TRANSPORTATION	2,900	6,000	6,000
618-508 FEE BASIS SERVICE	-	500	500
618-510 CONTRACTUAL SERVICE	7,196	5,000	6,175
618-511-01 ELECTRICITY	7,387	7,500	7,500
618-511-02 GAS	3,730	3,500	3,500
Sub Total	98,465	101,875	104,120
SUNDRY CHARGES			
618-601 TRAINING & EDUCATION	7,053	7,700	10,000
618-602 MEMBERSHIP & SUBSCRIPTIONS	386	600	600
618-604 WORKER'S COMP.	17,052	15,000	15,000
618-606 FREIGHT EXPENSE	433	600	600
618-607 PRINTING EXPENSE	198	-	-
Sub Total	25,122	23,900	26,200
CAPITAL OUTLAY			
618-701 BUILDINGS			15,000
618-901 OFFICE EQUIPMENT	1,914	-	-
618-902 AUTOMOTIVE EQUIPMENT	2,108	355,000	-
618-903 OTHER EQUIPMENT	39,392	6,200	129,000
Sub Total	43,414	361,200	144,000
NON CAPITALIZED EQUIPMENT			
618-905 NON CAPITALIZED EQUIPMENT	537	-	-
Sub Total	537	-	-
TOTAL BUDGET	1,081,510	1,468,495	1,311,915

## Public Safety Function Expense Fiscal Year 2020



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

## BUDGET SUMMARY

Fund	Function	Department Number		
General	Public Safety	Fire Marshall	19	
Expend. Class		Actual 2017-18	Budgeted 2018-19	Proposed 2019-20
Personnel Services		\$ 193,450	\$ 102,200	\$ 107,880
Supplies		10,080	6,980	7,480
Maintenance		5,335	1,900	1,970
Services		4,000	2,650	2,400
Sundry Charges		7,520	5,550	6,400
TOTAL ALL ACCOUNTS		\$ 220,385	\$ 119,280	\$ 126,130

### Mission Statement

To serve and protect lives and property in Snyder and Scurry County from loss due to fire, through proper enforcement of fire & safety codes and local ordinances. To promptly investigate the cause and origin or structure fires and other fires when deemed necessary within the City Limits of Snyder. To assist the Snyder Fire Department in the suppression of fires, and prevention of fires. The lead agency for fire prevention education and public education about fires and other related safety programs. To meet the standards of the State of Texas Fire Marshal's Office, NIMS, and Homeland Security related to all aspects of emergency management. 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.

### Description

The Snyder Fire Department Fire Marshal's Office is comprised of the administrative Fire Marshal (the Chief), whose duties are primarily administrative. The day to day operation of the Fire Marshal's Office (FMO) are handled by a Deputy FM whose duties are primarily FMO related, but who also assist with, and will fill the position of firefighter, and as Deputy Emergency Management Coordinator during such events and situations as necessary. FMO personnel maintain the following credentials:

TCFP Structure Fire Certification (Hines-Advanced, Westmoreland-Advanced)  
 TCFP Fire Investigator (Hines-Intermediate, Westmoreland-Advanced)  
 TCFP Fire Inspector (Hines-Intermediate)  
 TCFP Fire Service Instructor-1 (Westmoreland)  
 TCFP Wildland Firefighter (Hines, Westmoreland)  
 NWCG Wildland Fire Investigator (Westmoreland-Basic)  
 TCFP Arson Investigator (Hines)  
 IFSAC Seals, Plans Examiner  
 IFSAC Seals, Haz-Mat Operations (Hines, Westmoreland)  
 IFSAC Seals, FF-2 (Westmoreland)  
 TCOLE-Peace Officer (Hines)  
 TCOLE-Peace Officer Instructor (Westmoreland)  
 EMI-FEMA (Hines-Basic, Westmoreland-Advanced Pending)  
 HEAD-OF-DEPT (Westmoreland)

The Deputy Fire Marshal maintain normal business hours, 8-5 M-F, and office out of Central Fire Station.

The Deputy Fire Marshal is an active firefighter as well, and responds to all fires in accordance with protocols and staffing requirements.

The Fire Marshal's office will function on the same radio frequency as the Suppression Division:

KKV – 620 (Fire)                      154.355/153.950                      6-18-2022  
Prior FY activity:

Daily compliance with local fire codes, involving multiple commercial contacts.

	<u>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>
Home/Facility Inspections	153	57	51
Public Education Programs	25	18	10
Number of People Reached		1,679	2,076
Violations Noted			59

FIRE MARSHALL -DEPARTMENT 19

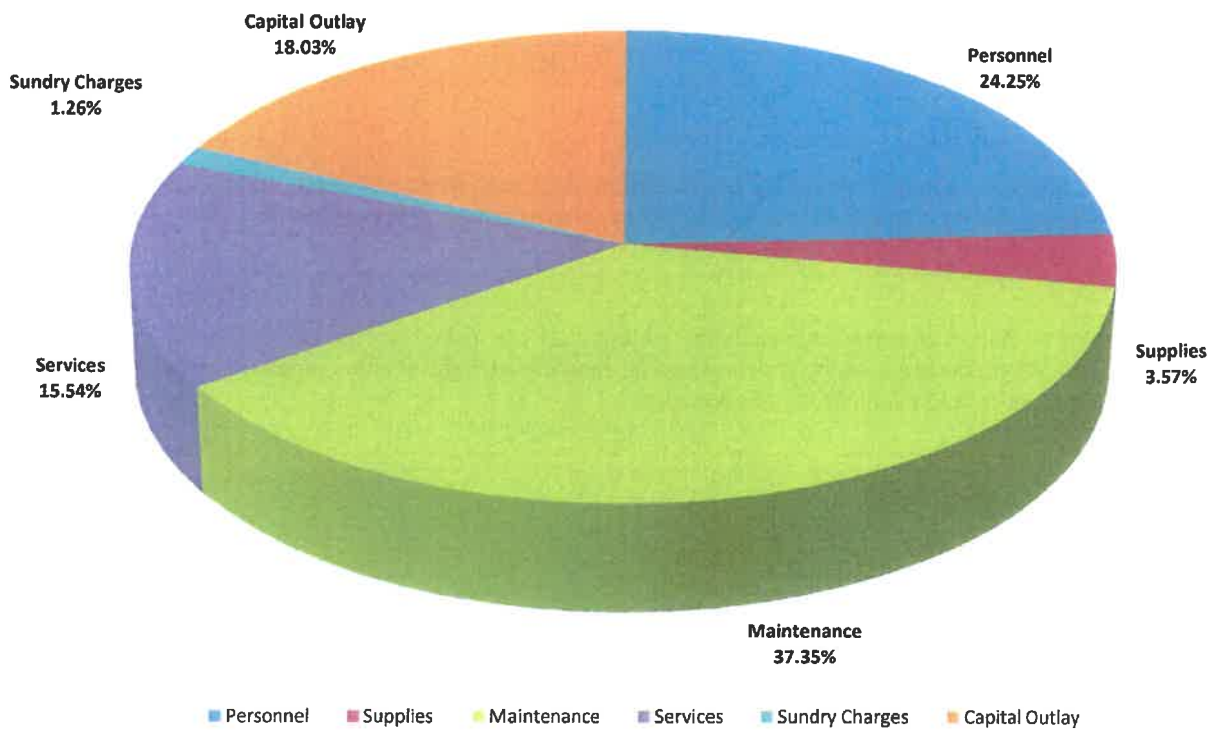
EXPENDITURES - FUND 01

	ACTUAL 2017-2018	BUDGETED 2018-2019	PROPOSED 2019-2020
PERSONNEL SERVICES			
619-103 OPERATIONS	71,460	68,090	69,910
619-105 LONGEVITY	531	730	790
619-106 OVERTIME	12,032	7,000	9,500
619-108 FICA EXPENSE	4,988	4,700	4,975
619-109 TMRS EXPENSE	13,418	10,935	11,130
619-110 INSURANCE EXPENSE	10,061	9,645	10,410
619-111 MEDICARE EXPENSE	1,167	1,100	1,165
Sub Total	113,657	102,200	107,880
SUPPLIES & MATERIALS			
619-201 OFFICE SUPPLIES	667	800	800
619-204 UNIFORM & CLOTHING	2,295	3,480	3,480
619-205 TIRES & TUBES	-	-	-
619-206 MOTOR VEHICLE SUPPLIES	178	1,000	500
619-207 MINOR TOOLS & APPARATUS	70	-	-
619-212 GAS	2,494	1,500	2,500
619-215 OTHER SUPPLIES	262	200	200
Sub Total	5,966	6,980	7,480
MAINTENANCE OF EQUIPMENT			
619-403 EQUIPMENT	1,043	600	600
619-404 AUTOMOTIVE EQUIPMENT	1,534	1,000	1,000
619-406 MINOR TOOLS & EQUIPMENT	-	300	370
Sub Total	2,577	1,900	1,970
MISCELLANEOUS SERVICES			
619-501-02 CELLULAR	198	650	400
619-504 SPECIAL SERVICES	38	-	-
619-506 BUSINESS & TRANSPORTATION	1,118	2,000	2,000
Sub Total	1,354	2,650	2,400

	ACTUAL 2017-2018	BUDGETED 2018-2019	PROPOSED 2019-2020
SUNDRY CHARGES			
619-601 TRAINING & EDUCATION	1,455	3,300	3,300
619-602 MEMBERSHIP & SUBSCRIPTIONS	-	-	850
619-604 WORKER'S COMP.	1,641	1,850	1,850
619-606 FREIGHT EXPENSE	74	400	400
	<hr/>	<hr/>	<hr/>
Sub Total	3,170	5,550	6,400
 TOTAL BUDGET	 126,724	 119,280	 126,130



## Public Works Expenditures Fiscal Year 2020



**Description:** This pie chart visually shows the percentage of Street Department expenditures allocated to the various major categories for the Fiscal Year 2019 - 2020.

## BUDGET SUMMARY

Fund	Function	Department Number		
General	Public Works	Street & Alley Maintenance	25	
Expend. Class	Actual 2017-18	Budgeted 2018-19	Proposed 2019-20	
Personnel Services	\$ 430,365	\$ 441,770	\$ 455,725	
Supplies	68,250	67,060	67,060	
Maintenance	441,960	206,465	684,425	
Services	284,410	257,290	291,960	
Sundry Charges	26,065	30,600	23,600	
Capital Outlay	1,000	196,500	338,800	
TOTAL ALL ACCOUNTS	\$ 1,252,050	\$ 1,199,685	\$ 1,861,570	

### 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; 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 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

	2015-16	2016-17	2017-18
1. Blocks Seal Coated	0	150	0

2.	Blocks Treated with Emulsion	0	0	0
3.	Street Sweeper Hours of Operation	100	150	150
4.	Number of Utility Cuts Repaired	111	80	60
5.	Alleys Bladed and Stabilized	60	65	66
6.	Number of Seminars & Engineering Schools Attended	3	3	2
7.	Number of Training Videos Shown	10	11	12

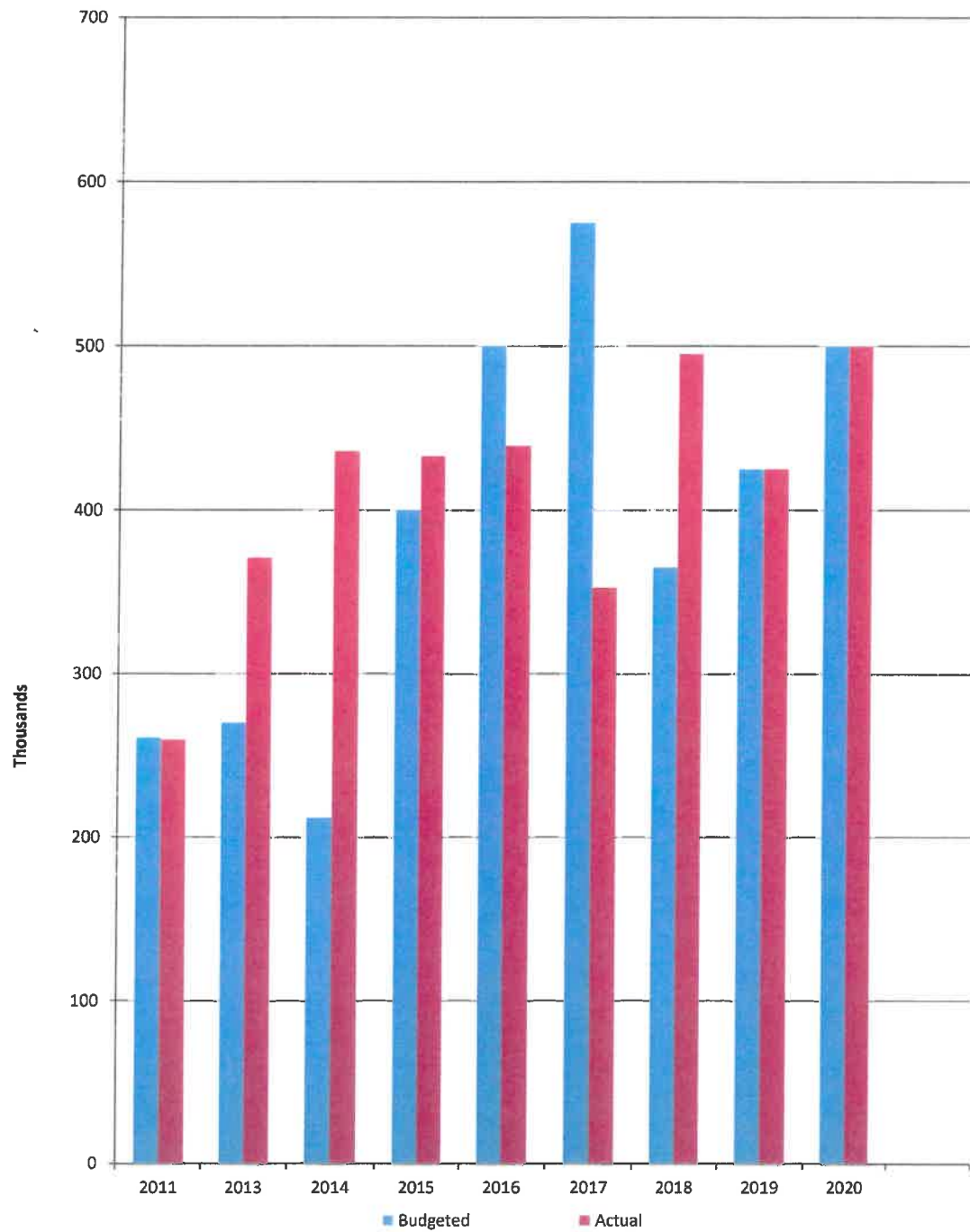
## EXPENDITURES - FUND 01

	ACTUAL 2017-2018	BUDGETED 2018-2019	PROPOSED 2019-2020
PERSONNEL SERVICES			
625-101 SUPERVISION	10,185	10,045	10,330
625-104 MAINTENANCE	264,696	270,900	279,290
625-105 LONGEVITY	694	1,295	1,455
625-106 OVERTIME	24,100	22,000	22,000
625-107 PART-TIME	6,789	8,500	8,500
625-108 FICA EXPENSE	17,749	19,390	19,940
625-109 TMRS EXPENSE	47,870	43,870	43,455
625-110 INSURANCE EXPENSE	56,093	61,235	66,090
625-111 MEDICARE	4,151	4,535	4,665
Sub Total	432,327	441,770	455,725
SUPPLIES & MATERIALS			
625-201 OFFICE SUPPLIES	354	260	260
625-204 UNIFORM & CLOTHING	9,136	8,500	8,500
625-205 TIRES & TUBES	2,407	2,400	2,400
625-206 MOTOR VEHICLE SUPPLIES	13,367	10,000	10,000
625-207 MINOR TOOLS & APPARATUS	6,270	8,000	8,000
625-208 JANITORIAL SUPPLIES	169	300	300
625-209 CHEM. & MECH. SUPPLIES	7,955	8,000	8,000
625-212 GAS	7,149	8,600	8,600
625-213 DIESEL	22,161	20,000	20,000
625-215 OTHER SUPPLIES	1,399	1,000	1,000
Sub Total	70,367	67,060	67,060
MAINTENANCE OF BUILDINGS			
625-301 BUILDINGS & GROUNDS	11,171	6,500	6,500
625-308 STREET & ALLEYS	88,354	153,865	652,365
Sub Total	99,525	160,365	658,865
MAINTENANCE OF EQUIPMENT			
625-402 MACHINERY	1,134	1,500	1,500
625-403 EQUIPMENT	752	1,000	1,000
625-404 AUTOMOTIVE EQUIPMENT	35,246	30,000	30,000
625-406 MINOR TOOLS & APPARATUS	790	300	300
625-407 SOFTWARE MAINTENANCE	978	1,000	960

	ACTUAL 2014-2015	BUDGETED 2017-2018	PROPOSED 2018-2019
625-410 SIGNAL & SIGN SYSTEM	1,383	12,000	9,000
625-411 RADIO INSTALLATION	-	300	300
Sub Total	40,283	46,100	43,060
MISCELLANEOUS SERVICES			
625-501-02 CELLULAR	1,778	2,000	2,000
625-501-03 INTERNET	493	495	495
625-502 RENTAL OF EQUIPMENT	38,181	31,645	38,315
625-503 INSURANCE	12,751	14,000	14,000
625-504 SPECIAL SERVICES	1,577	2,500	2,500
625-505 ADVERTISING	834	350	350
625-506 BUSINESS & TRANSPORTATION	253	1,300	1,300
625-508 FEE BASIS SERVICES	30,641	-	-
625-511-01 ELECTRICITY	247,872	205,000	233,000
Sub Total	334,380	257,290	291,960
SUNDRY CHARGES			
625-601 TRAINING & EDUCATION	220	2,500	1,500
625-602 MEMBERSHIPS & SUBSCRIPTIONS	138	100	100
625-604 WORKER'S COMP.	30,455	27,000	21,000
625-606 FREIGHT EXPENSE	1,554	1,000	1,000
Sub Total	32,367	30,600	23,600
CAPITAL OUTLAY			
625-901 OFFICE EQUIPMENT	1,341	-	-
625-902 AUTOMOTIVE EQUIPMENT	-	165,000	280,000
625-903 MACHINERY & EQUIPMENT	-	31,500	58,800
Sub Total	1,341	196,500	338,800
625-905 NON CAPITALIZED EQUIPMENT	1,387	-	-
Sub Total	1,387	-	-
TOTAL BUDGET	1,011,977	1,199,685	1,879,070



### Motel Tax Revenue Fiscal Year 2019-2020



**Description:** This graph shows the increase in Budgeted Motel Tax Revenue compared to the actual revenue from Fiscal Year 2011 through 2018 and the budgeted amounts for Fiscal Years 2019 & 2020.

CITY OF SNYDER, TEXAS  
SPECIAL REVENUE FUND

COMBINING STATEMENT OF OPERATING REVENUES  
EXPENSES AND CHANGES IN WORKING CAPITAL

2019-2020 BUDGET

	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget	2019-2020 Proposed Budget
<b>Revenues:</b>				
Ad Valorem Taxes	63,180	77,120	76,405	72,745
Occupancy Tax	409,911	495,243	425,000	500,000
<b>Total Revenues</b>	<b>473,091</b>	<b>572,363</b>	<b>501,405</b>	<b>572,745</b>
<b>Expenditures:</b>				
Ad Valorem Taxes	-	118	-	-
Occupancy Tax	409,911	495,243	425,000	500,000
<b>Total Expenditures</b>	<b>409,911</b>	<b>495,361</b>	<b>425,000</b>	<b>500,000</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>63,180</b>	<b>77,002</b>	<b>76,405</b>	<b>72,745</b>
<b>Fund Balance at B-O-Y</b>	<b>47,532</b>	<b>110,712</b>	<b>187,714</b>	<b>264,119</b>
<b>Fund Balance at E-O-Y</b>	<b>110,712</b>	<b>187,714</b>	<b>264,119</b>	<b>336,864</b>



CITY OF SNYDER, TEXAS  
SPECIAL REVENUE FUND  
MOTEL TAX

COMPARATIVE STATEMENT OF REVENUES, EXPENDITURES  
AND CHANGES IN FUND BALANCE

2019-2020 BUDGET

	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget	2019-2020 Proposed Budget
<b>Revenues:</b>				
Occupancy Tax	409,911	495,243	425,000	500,000
Contributions & Donations	-	-	-	-
<b>Total Revenues</b>	<b>409,911</b>	<b>495,243</b>	<b>425,000</b>	<b>500,000</b>
 Total Expenditures	 409,911	 495,243	 425,000	 500,000
 Excess (Deficiency) of Revenues over Expenditures	 -	 -	 -	 -
 Fund Balance at B-O-Y Prior Period Adjustment	 (3,382) -	 (3,382) -	 (3,382)	 (3,382)
Fund Balance at E-O-Y	(3,382)	(3,382)	(3,382)	(3,382)

CITY OF SNYDER, TEXAS  
SPECIAL REVENUE FUND  
TAX INCREMENT FINANCING

COMPARATIVE STATEMENT OF REVENUES, EXPENDITURES  
AND CHANGES IN FUND BALANCE

2019-2020 BUDGET

	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget	2019-2020 Proposed Budget
Revenues:				
Ad Valorem Taxes	63,180	77,120	76,405	72,745
Total Revenues	63,180	77,120	76,405	72,745
Total Expenditures	-	118	-	-
Excess (Deficiency) of Revenues over Expenditures	63,180	77,002	76,405	72,745
Fund Balance at B-O-Y	50,914	114,094	191,096	267,501
Fund Balance at E-O-Y	114,094	191,096	267,501	340,246

ENTERPRISE FUNDS  
NARRATIVE  
FISCAL YEAR 2019-2020 BUDGET

Anticipated revenues for the Enterprise Funds total \$10,707,140, an increase of \$514,820 or 5.05% above the preceding year's budget. The graph, page 101 showing Enterprise Fund revenues for the period FY 2011 through 2020 reflects recent increases necessary to cover rising expenses due to State and Federal regulations.

Water sales (50.56%), sewer charges (15.13%), and sanitation charges (20.03%) combined, amount to 85.72% of the total revenue for the fund. (see graph, page 101) Sewage treatment charges are dependent on water sales and together are generally indicators of growth in the city. Drought conditions, however, also impact on these totals as water consumption increases during drought conditions. The increase in non-operating revenue indicates an increase in gain on sale of equipment. The amount of revenues from various sources and the increase/(decrease) 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 2019</u>
Water Sales	\$ 5,413,880	50.56%	\$ 303,880
Sewer Sales	1,620,000	15.13%	-
Sanitation Charges	2,145,000	20.03%	195,000
Landfill Gate Fees	530,000	4.95%	(270,000)
Billings & Collection	441,610	4.12%	(8,060)
Water & Sewer Taps	16,000	0.15%	(19,000)
Permits & Inspections	9,700	0.09%	1,300
Miscellaneous	72,950	0.68%	6,700
Roll-off Containers	110,000	1.03%	57,000
Non-Operating	348,000	3.25%	248,000
Total	<u>\$ 10,707,140</u>	<u>100.00%</u>	<u>\$ 514,820</u>

Expenses for the Enterprise Funds total \$10,497,850 for FY 2020, an increase of 1.26 percent over FY 2019 (see graph, page 105). 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 2019</u>
Sanitation - Collection	\$ 1,078,495	10.27%	\$ (20,285)
Sanitation - Landfill	2,036,310	19.40%	254,310
Sanitary Sewer	432,115	4.12%	-
Sewage Treatment Plant	990,445	9.43%	59,300
Water Production Plant	3,309,550	31.53%	(23,305)
Water Distribution	1,102,105	10.50%	(48,410)
Utility Billings & Collection	1,145,425	10.91%	(34,255)
Debt Service	403,405	3.84%	(22,020)
Total	<u>\$ 10,497,850</u>	<u>100.00%</u>	<u>\$ 130,720</u>

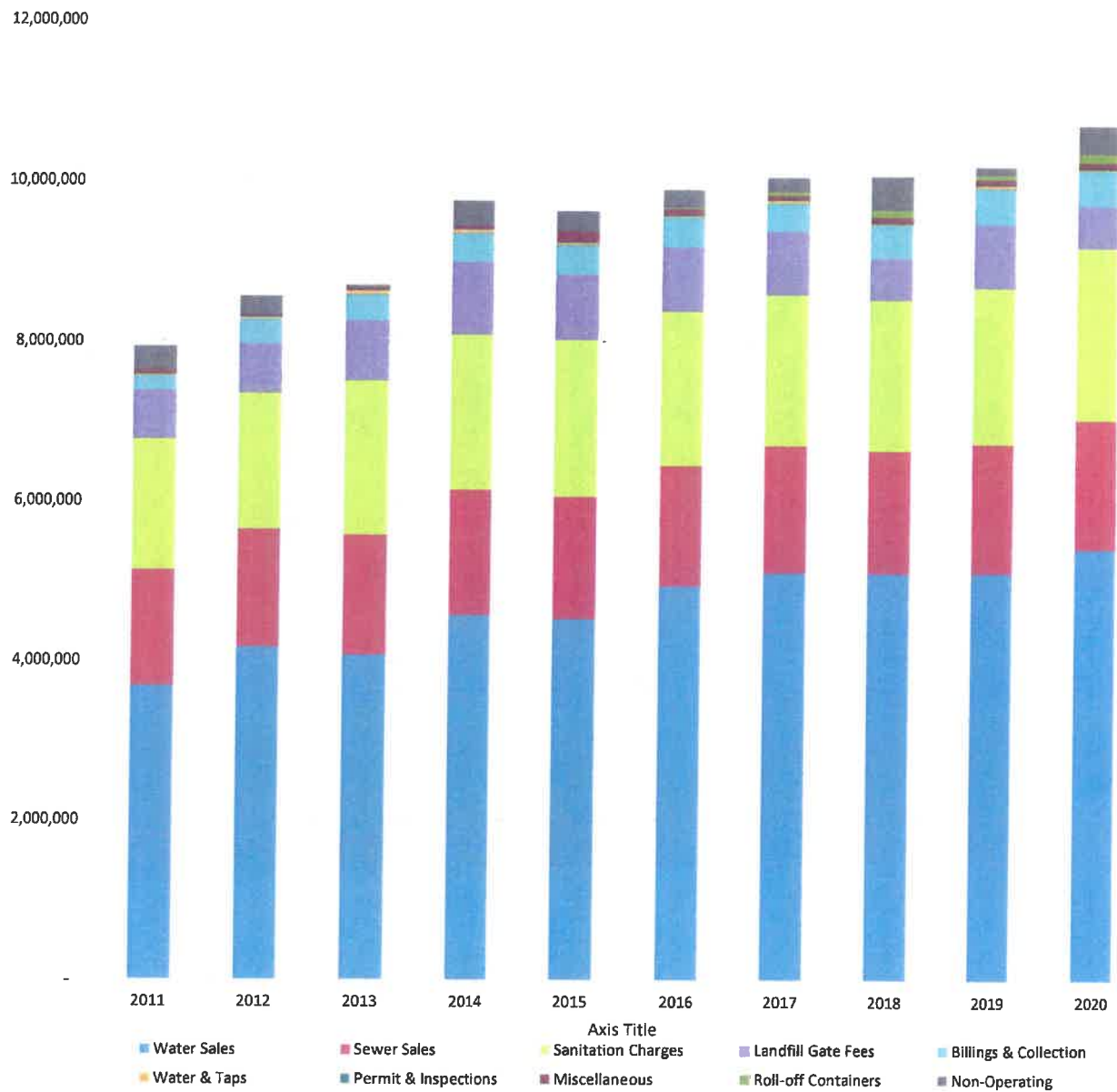
The Debt Service amount of \$403,405 (3.84%) of the total expense budget for 2020 is the anticipated interest payments of \$54,148 for a Certificate of Obligation issued in 2010 for \$3,495,000 for an energy analysis

and service agreement for an automatic meter reading system and \$51,331 for a lease agreement issued in 2012 for \$2,985,314 for improvements to the Water Treatment Plant and \$291,170 for a \$9,000,000 Certificate of Obligation issued in 2013 for replacement of water lines, and improvements to water system. This also includes the interest payment of \$6,058 to the General Fund from Water & Sewer.

In 2015 the City Council approved an inter fund loan of \$850,000 from the General Fund to the Water and Sewer Fund to cover part of the cost to restore the old water treatment plant.

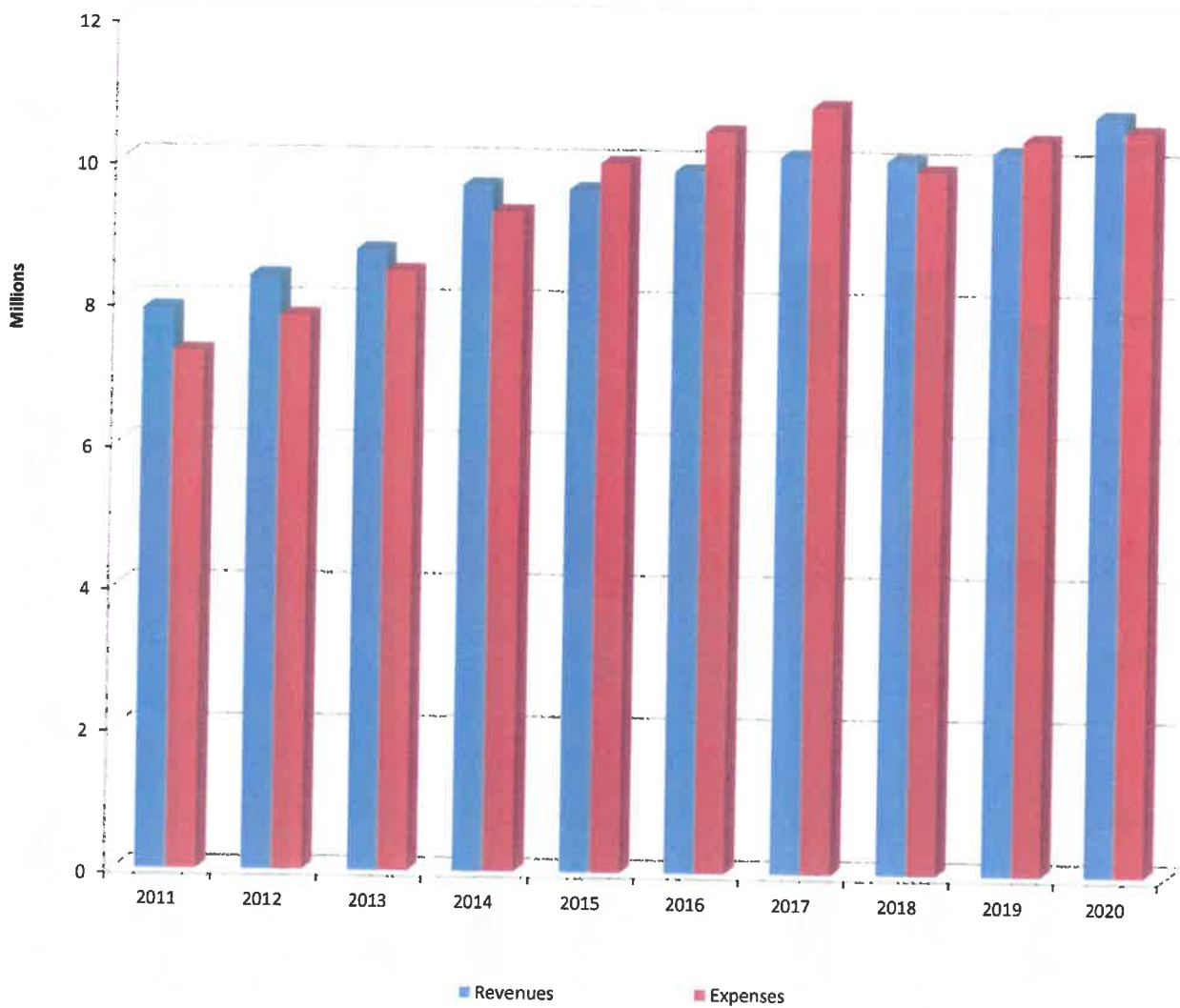
Personnel costs increased by 2.76%, depreciation by 3.35%, maintenance charges decreased by 3.23%. Supplies decreased 4.09%, sundry charges by 1.06% and debt service by 5.18% over the Fiscal Year 2018-2019.

# Enterprise Fund Revenues Fiscal Year 2011-2020



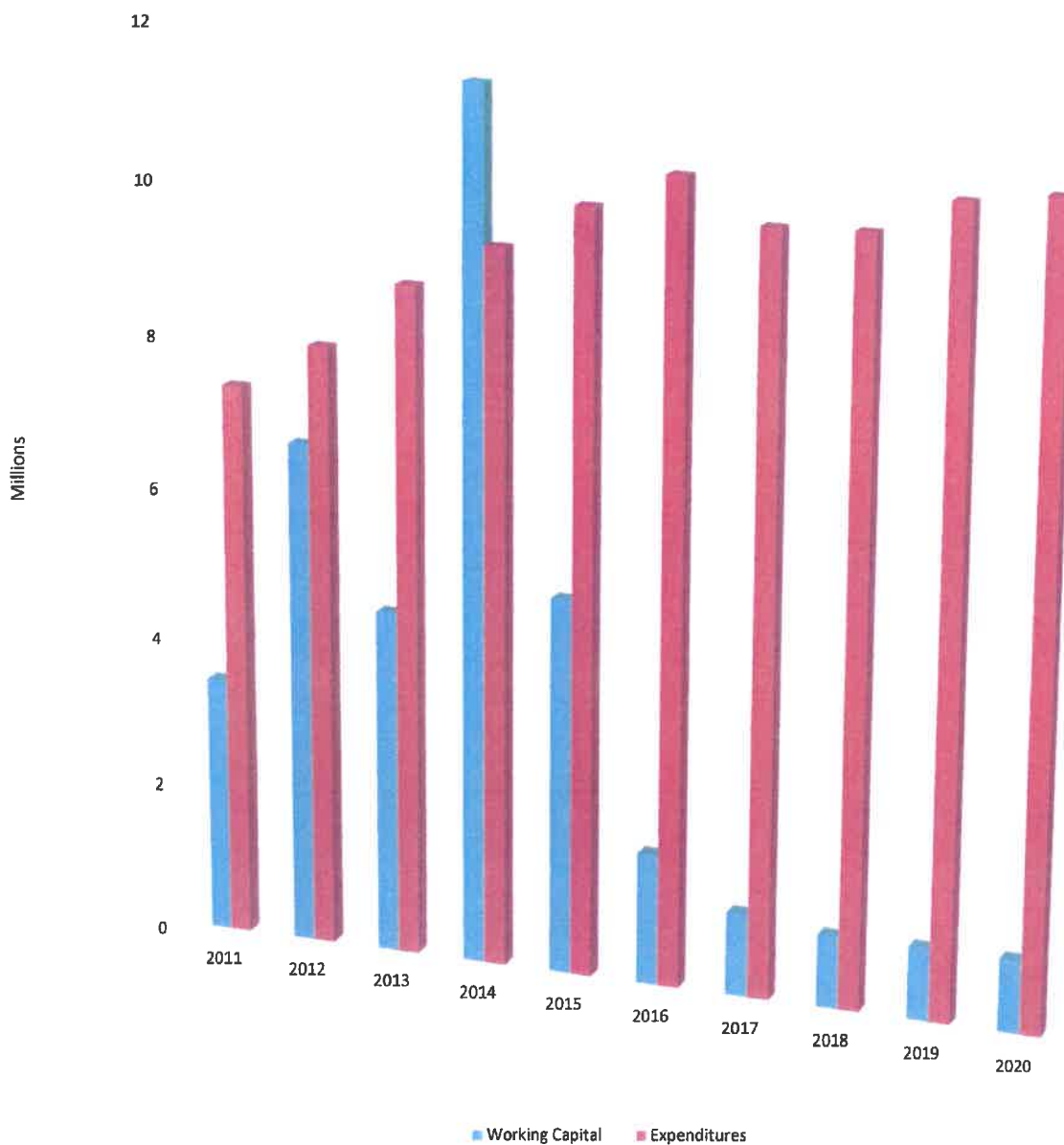
**Description:** This graph shows the actual Enterprise Fund Revenues for the Fiscal Years 2011-2018 and the budgeted amounts for Fiscal Years 2019 & 2020.

# **ENTERPRISE FUND** **Revenues & Expenses** **Fiscal Year 2019-2020**



**Description:** This graph shows the actual Enterprise Fund Revenues and Expenses for Fiscal Year 2011 through Fiscal Year 2018 and budgeted amounts for Fiscal Year 2019 & 2020.

### Enterprise Fund Working Capital & Expenditures



**Description:** This graph shows the actual relationship between Enterprise Fund Working Capital and Expenditures for Fiscal Years 2011- 2018 and Budgeted amounts for Fiscal Year 2019 & 2020. Decrease in capital is a result of the replacement of water lines and renovations on the water treatment plant.

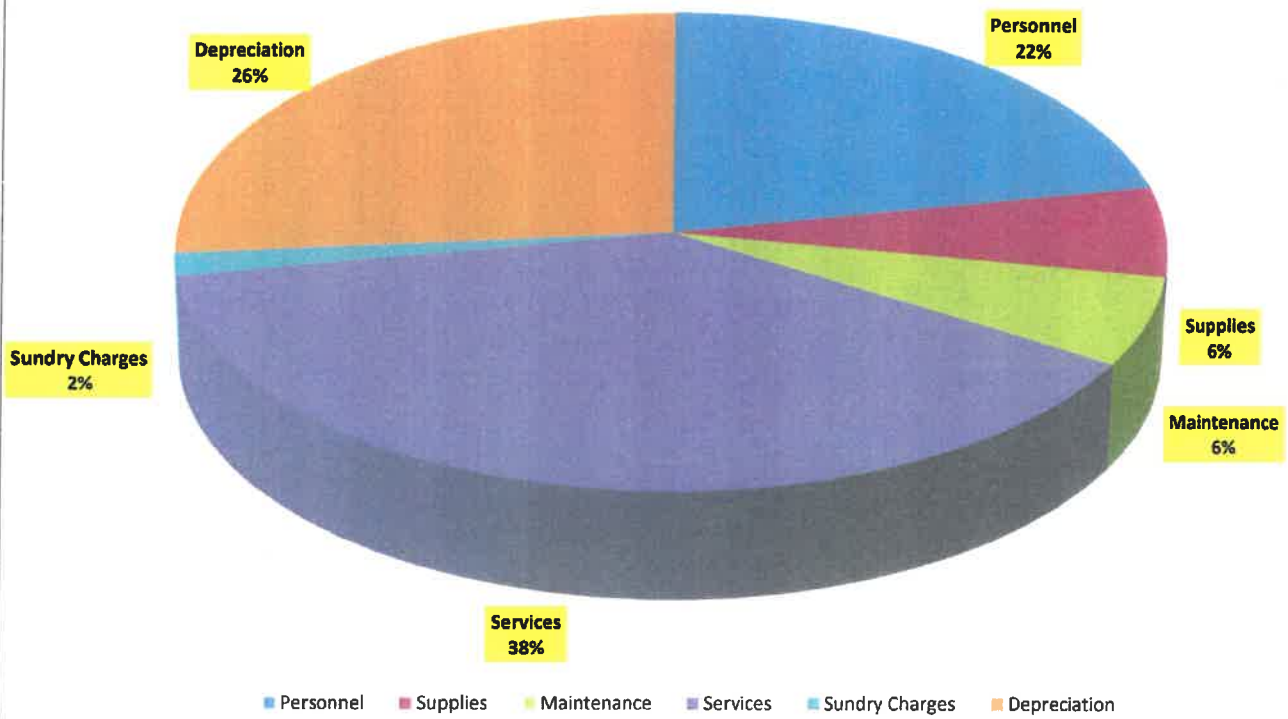
CITY OF SNYDER, TEXAS  
ENTERPRISE FUND  
COMBINING STATEMENT OF OPERATING REVENUES,  
EXPENSES AND CHANGES IN WORKING CAPITAL

2019-2020 BUDGET

	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget	2019-2020 Proposed Budget
Operating Revenues:				
Water Sales	5,109,466	5,104,238	5,110,000	5,413,880.
Sewer Charges	1,592,854	1,536,830	1,620,000	1,620,000
Sanitation Charges	1,885,312	1,885,355	1,950,000	2,145,000
Landfill Gate Fees	790,965	516,813	800,000	530,000
Billings & Collections for Sanitation	351,560	424,667	449,670	441,610
Water & Sewer Taps	38,821	12,800	35,000	16,000
Plumbing Permits & Inspections	8,260	9,691	8,400	9,700
Roll-off containers	-	-	53,000	110,000
Miscellaneous	51,628	70,316	66,250	72,950
Total Oper. Revenues	9,828,866	9,560,710	10,092,320	10,359,140
Operating Expenses:				
Personnel Services	2,227,530	1,943,378	2,143,430	2,202,335
Supplies	636,040	531,340	638,135	612,010
Maintenance	614,184	450,909	581,325	600,075
Services	3,546,906	3,819,772	3,843,125	3,862,020
Sundry Charges	209,955	105,289	150,410	148,820
Depreciation	2,657,109	2,618,943	2,582,480	2,668,985
Non Capitalized Equipment	-	4,462	2,800	200
Total Oper. Expenses	9,891,724	9,474,093	9,941,705	10,094,445
Operating Income or (Loss)	(62,858)	86,617	150,615	264,695
Non-Oper. Revenues/(Expenses):				
Interest Income	38,123	69,351	35,000	68,000
Gain (Loss) on Sale of Asset	56,700	347,500	65,000	280,000
Proceeds from Insurane	78,343	241	-	-
Debt Service-Interest	(465,003)	(445,076)	(425,425)	(403,405)
Total Non-Oper.	(291,837)	(27,984)	(325,425)	(55,405)
Net Income (Loss)	(354,695)	58,633	(174,810)	209,290
Cash and Cash Equivalents B-O-Y	1,757,457	1,113,253	968,242	1,495,552
Cash Flows from Operating Activities	1,966,779	2,949,051	2,723,095	2,930,560
Cash Flows from Interfund Loans	(686,574)	114,583	(123,313)	(126,432)
Cash Flows from Capital Activities	(1,948,858)	(3,253,496)	(2,238,992)	(2,851,489)
Cash Flows from Investing Activities	24,451	44,851	166,520	68,000
Net Increase or (Decrease) in Cash	(644,202)	(145,011)	527,310	20,639
Cash and Cash Equivalents E-O-Y	1,113,255	968,242	1,495,552	1,516,191

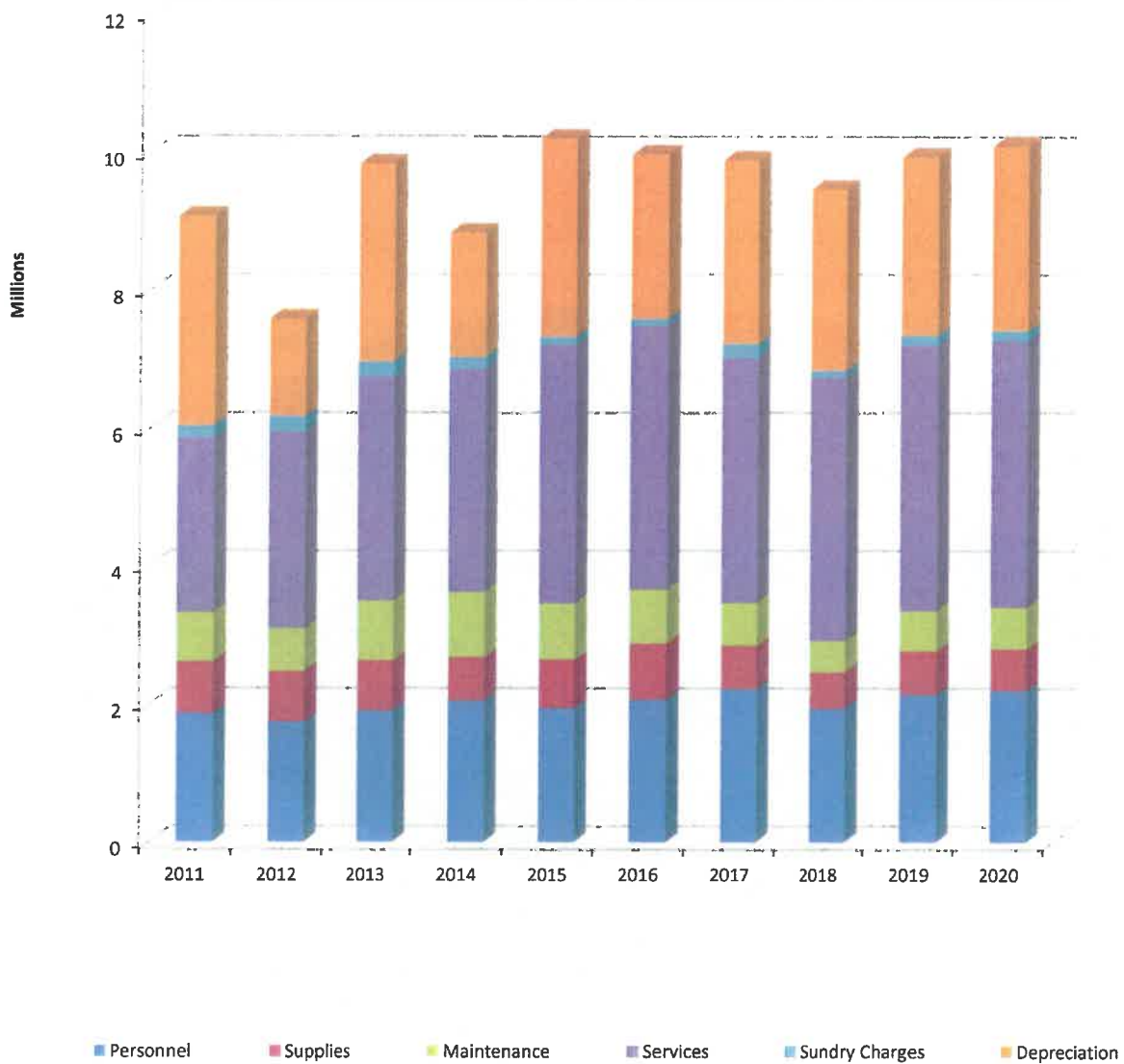


**Enterprise Fund Expenses  
Fiscal Year 2020**



**Description:** This pie chart visually shows the percentage of Enterprise Fund expenses allocated to the various major categories for the budget for Fiscal Year 2020

## Enterprise Fund Expenditures Fiscal Years 2011-2020



**Description:** This graph shows a visual comparison of actual expenditure allocations for Fiscal Years 2011 through 2018 and budgeted amounts for Fiscal Years 2019 and 2020.

CITY OF SNYDER, TEXAS  
ENTERPRISE FUND  
SANITATION

COMPARATIVE STATEMENT OF REVENUES, EXPENSES  
AND CHANGES IN WORKING CAPITAL  
2019-2020 BUDGET

	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget	2019-2020 Proposed Budget
Operating Revenues:				
Sanitation Charges	1,885,312	1,885,355	1,950,000	2,145,000
Landfill Gate Fees	790,965	516,813	800,000	530,000
COG Grant	18,393	-	-	-
Roll off Containers	-	90,184	53,000	110,000
Miscellaneous	46,477	11,145	3,000	11,500
Total Oper. Revenues	2,741,147	2,503,497	2,806,000	2,796,500
Operating Expenses:				
Personnel Services	823,198	642,572	741,130	783,605
Supplies	208,684	206,689	220,700	223,700
Maintenance	126,859	134,906	123,155	124,505
Services	787,510	953,169	1,022,885	1,052,280
Sundry Charges	85,065	53,091	59,580	60,580
Depreciation	881,487	831,192	713,330	870,135
Non Capitalized Equipment	1,012	622	-	-
Total Oper. Expenses	2,913,815	2,822,241	2,880,780	3,114,805
Operating Income or (Loss)	(172,668)	(318,744)	(74,780)	(318,305)
Interest Income	17,889	48,165	28,000	45,000
Gain (Loss) on Sale of Asset	55,500	347,500	65,000	280,000
Proceeds from Insurance	2,819	-	-	-
Total Non-operating Revenues/(Expenses)	76,208	395,665	93,000	325,000
Net Income (Loss)	(96,460)	76,921	18,220	6,695
Cash and Cash Equivalents B-O-Y	12,846	217,785	10,656	428,126
Cash Flows from Operating Activities	549,578	483,592	638,550	551,710
Cash Flows from Non Capital Financing Activities	(100,625)	231,851	-	-
Cash Flows from Capital Activities	(248,571)	(947,008)	(380,600)	(948,000)
Cash Flows from Investing Activities	4,557	24,438	159,520	345,000
Net Increase or (Decrease) in Cash	204,939	(207,127)	417,470	(51,290)
Cash and Cash Equivalents E-O-Y	217,785	10,656	428,126	376,836
Reserved for Closure/Post Closure	(1,965,946)	(2,000,887)	(2,000,887)	(2,012,887)

CITY OF SNYDER, TEXAS  
SANITATION ENTERPRISE FUND

DESCRIPTION OF REVENUES

2019-2020 BUDGET

COLLECTION CHARGES

\$ 2,145,000

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

Residential (two collections per week)

Minimum monthly charge: \$29.15

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: \$51.71

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

\$ 530,000

Disposal of contaminated waste dirt and concrete shall be charged at \$80.00/ton, minimum 0-1600 lbs. \$60.00.

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

RESIDENTIAL/COMMERCIAL ROLL-OFF RATES

\$ 110,000

(Restricted to inside City Limits/Extra Territorial Jurisdiction)

Includes- Delivery	\$115.00
Haul Fee (Exchange RO/Empty)	\$230.00
Final Pickup (Empty/Return to Yard)	\$115.00
Landfill Fee/Ton (\$35.00/Ton)	

	(Minimum = 3 Tons @ \$35.00)	\$105.00
	Monthly Rental	\$100.00
	Each Additional Pick Up - \$335.00 + Landfill Fee/Tons over minimum	
<u>MISCELLANEOUS</u>		\$ 11,500
	Includes any revenue that would not fit into another account and sales tax.	
	Other	\$ 280,000
	Includes gain/loss sale of equipment	
<u>INTEREST</u>		\$ 45,000
	<u><b>TOTAL SANITATION</b></u>	<u><b>\$ 3,121,500</b></u>

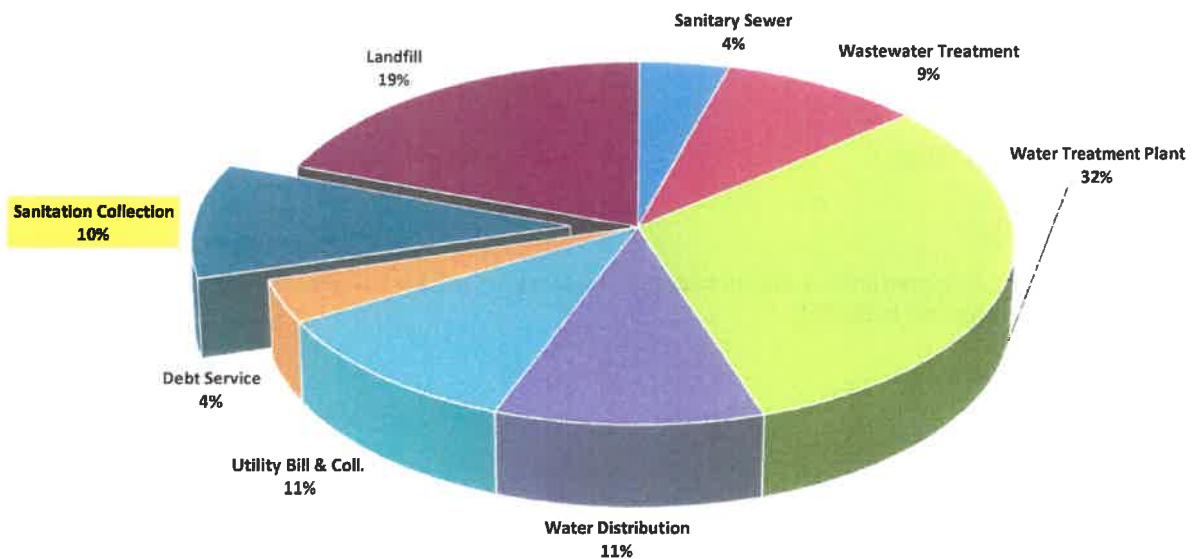
CITY OF SNYDER, TEXAS  
ENTERPRISE FUND  
SANITATION

STATEMENT OF EXPENDITURES

2019-2020 BUDGET

	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget	2019-2020 Proposed Budget
<b>SANITATION</b>				
Collection:				
Personnel Services	356,259	224,958	318,760	332,145
Supplies	87,885	96,715	106,700	104,700
Maintenance	59,887	68,787	55,480	55,495
Services	285,897	380,309	408,980	395,650
Sundry Charges	10,259	21,387	19,480	20,480
Depreciation	223,867	185,696	189,380	170,025
Non Capitalized Equipment	952	-	-	-
Totals	1,025,006	977,852	1,098,780	1,078,495
Landfill:				
Personnel Services	466,938	417,614	422,370	451,460
Supplies	120,800	109,975	114,000	119,000
Maintenance	66,973	66,119	67,675	69,010
Services	501,612	572,860	613,905	656,630
Sundry Charges	74,807	31,703	40,100	40,100
Depreciation	657,620	645,496	523,950	700,110
Non Capitalized Equipment	60	60	-	-
Totals	1,888,810	1,843,827	1,782,000	2,036,310
<b>TOTAL EXPENSES</b>	<b>2,913,816</b>	<b>2,821,679</b>	<b>2,880,780</b>	<b>3,114,805</b>

## Enterprise Function Expense Fiscal Year 2020



- |                        |                        |                         |                      |
|------------------------|------------------------|-------------------------|----------------------|
| ■ Sanitary Sewer       | ■ Wastewater Treatment | ■ Water Treatment Plant | ■ 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 Fund.

## BUDGET SUMMARY

Fund	Function	Sanitation Collection		Department Number
Enterprise	Municipal Services			30
Expend. Class		Actual 2017-18	Budgeted 2018-19	Proposed 2019-20
Personnel Services		\$ 348,495	\$ 318,760	\$ 332,145
Supplies		109,575	106,700	104,700
Maintenance		61,960	55,480	55,495
Services		401,335	408,980	395,650
Sundry Charges		20,530	19,480	20,480
Depreciation		233,470	189,380	170,025
TOTAL ALL ACCOUNTS		<u>\$ 1,175,365</u>	<u>\$ 1,175,365</u>	<u>\$ 1,078,495</u>

### 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. Four routes within the city, from which 2,000 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 the recycling route.
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 twice a week, primarily paper, plastics (number 1 & 2) 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>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>
1. Side Load Sanitation Truck Loads	1,977	1,891	2,142
2. Containers Repaired	30	60	50
3. Containers Painted	30	60	50

SANITATION COLLECTION- DEPARTMENT NO. 30

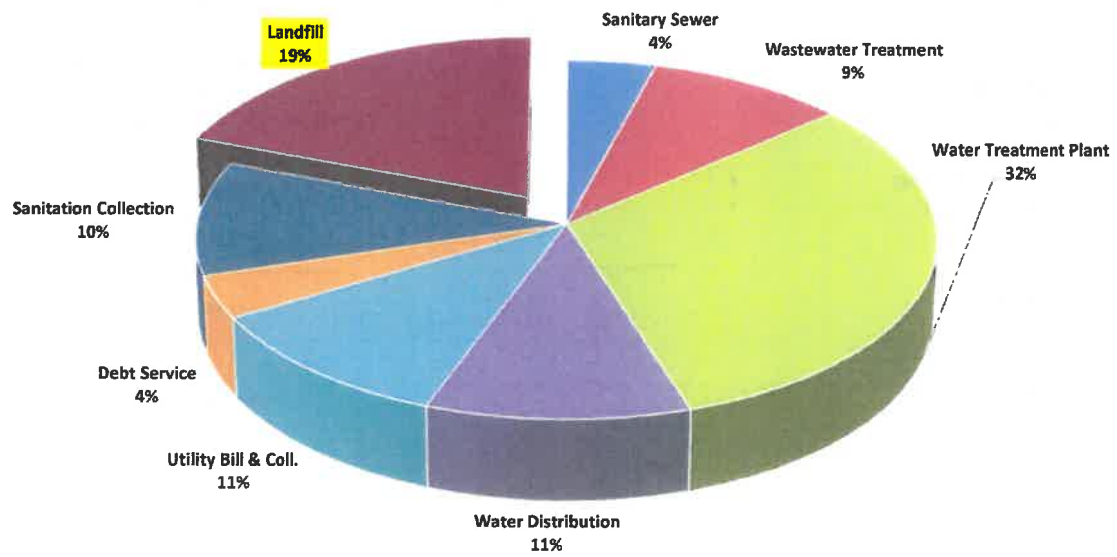
EXPENDITURES - FUND 04

	ACTUAL 2017-2018	BUDGETED 2018-2019	PROPOSED 2019-2020
PERSONNEL SERVICES			
630-103 OPERATIONS	155,286	205,945	216,780
630-105 LONGEVITY	397	710	1,035
630-106 OVERTIME	11,058	13,000	10,000
630-108 FICA EXPENSE	9,934	13,620	14,310
630-109 TMRS EXPENSE	16,681	31,675	32,035
630-110 INSURANCE EXPENSE	31,783	50,625	54,640
630-111 MEDICARE	2,323	3,185	3,345
630-112 ACCRUED COMP. ABSENCES	(2,504)	-	-
Sub Total	224,958	318,760	332,145
SUPPLIES & MATERIALS			
630-201 OFFICE SUPPLIES	57	50	50
630-204 UNIFORM & CLOTHING	3,530	5,000	5,000
630-205 TIRES & TUBES	5,494	10,000	10,000
630-206 MOTOR VEHICLE SUPPLIES	24,141	37,000	25,000
630-207 MINOR TOOLS & APPARATUS	578	750	750
630-209 CHEM. & MECH. SUPPLIES	-	500	500
630-212 GAS	5,212	3,300	3,300
630-213 DIESEL	57,238	50,000	60,000
630-215 OTHER SUPPLIES	465	100	100
Sub Total	96,715	106,700	104,700
MAINTENANCE OF BUILDINGS			
630-301 BUILDINGS & GROUNDS	2,788	3,000	3,000
Sub Total	2,788	3,000	3,000
MAINTENANCE OF EQUIPMENT			
630-403 EQUIPMENT	8,677	7,000	7,000
630-404 AUTOMOTIVE EQUIPMENT	56,843	45,000	45,000
630-407 SOFTWARE MAINTENANCE	479	480	495
Sub Total	65,999	52,480	52,495

	ACTUAL 2017-2018	BUDGETED 2018-2019	PROPOSED 2019-2020
MISCELLANEOUS SERVICES			
630-501-01 TELEPHONE	-	50	50
630-501-03 INTERNET	37	35	35
630-502 RENTAL OF EQUIPMENT	39,502	36,605	36,010
630-503 INSURANCE	4,982	3,300	3,300
630-504 SPECIAL SERVICES	2,623	2,500	2,500
630-505 ADVERTISING	1,123	1,000	1,000
630-506 BUSINESS & TRANSPORTATION	289	-	-
630-508 FEE BASIS SERVICES	331,753	365,490	352,755
Sub Total	380,309	408,980	395,650
SUNDRY CHARGES			
630-601 TRAINING & EDUCATION	66	1,000	1,000
630-602 MEMBERSHIPS & SUBSCRIPTIONS	131	50	50
630-604 WORKER'S COMPENSATION	15,039	16,430	16,430
630-606 FREIGHT EXPENSE	6,151	2,000	3,000
Sub Total	21,387	19,480	20,480
CAPITAL OUTLAY			
630-902 AUTOMOTIVE EQUIPMENT	*	19,000	-
630-904 REFUSE COLLEC. EQUIP.	*	70,000	50,000
630-910 DEPRECIATION	185,696	189,380	170,025
Sub Total	185,696	189,380	170,025
TOTAL BUDGET	977,852	1,098,780	1,078,495

\* MEMORANDUM ONLY

## Enterprise Function Expense Fiscal Year 2020



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

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

## BUDGET SUMMARY

Fund	Function	Sanitation Landfill		Department Number
Enterprise	Municipal Services			31
Expend. Class		Actual 2017-18	Budgeted 2018-19	Proposed 2019-20
Personnel Services		\$ 435,775	\$ 422,370	\$ 451,460
Supplies		105,000	114,000	119,000
Maintenance		75,420	67,675	69,010
Services		654,510	613,905	656,630
Sundry Charges		38,800	40,100	40,100
Depreciation		866,575	523,950	700,110
TOTAL ALL ACCOUNTS		<u>\$ 2,176,080</u>	<u>\$ 1,782,000</u>	<u>\$ 2,036,310</u>

### 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 2017-2018	BUDGETED 2018-2019	PROPOSED 2019-2020
<b>PERSONNEL SERVICES</b>			
631-101 SUPERVISION	35,647	35,090	36,070
631-102 CLERICAL	53,278	51,660	53,810
631-103 OPERATIONS	181,630	183,180	192,575
631-105 LONGEVITY	1,949	2,815	3,210
631-106 OVERTIME	40,378	31,000	40,000
631-108 FICA EXPENSE	18,325	18,830	20,190
631-109 TMRS EXPENSE	31,314	43,800	45,200
631-110 INSURANCE EXPENSE	48,693	51,590	55,685
631-111 MEDICARE	4,286	4,405	4,720
631-112 ACCRUED COMP. ABSENCES	2,114	-	-
Sub Total	417,614	422,370	451,460
<b>SUPPLIES &amp; MATERIALS</b>			
631-201 OFFICE SUPPLIES	1,916	3,000	3,000
631-204 UNIFORM & CLOTHING	5,760	6,300	6,300
631-205 TIRES & TUBES	3,522	6,000	6,000
631-206 MOTOR VEHICLE SUPPLIES	5,520	16,000	16,000
631-207 MINOR TOOLS & APPARATUS	2,125	2,000	2,000
631-208 JANITORIAL SUPPLIES	2,012	2,000	2,000
631-209 CHEM. & MECH. SUPPLIES	-	400	400
631-212 GAS	10,207	7,500	7,500
631-213 DIESEL	77,496	70,000	75,000
631-215 OTHER SUPPLIES	1,417	800	800
Sub Total	109,975	114,000	119,000
<b>MAINTENANCE OF BUILDINGS</b>			
631-301 BUILDINGS & GROUNDS	22,098	13,000	15,000
Sub Total	22,098	13,000	15,000
<b>MAINTENANCE OF EQUIPMENT</b>			
631-402 MACHINERY	464		
631-403 EQUIPMENT	1,119	1,000	1,000
631-404 AUTOMOTIVE EQUIPMENT	39,454	50,000	50,000
631-407 SOFTWARE MAINTENANCE	2,984	3,675	3,010
Sub Total	44,021	54,675	54,010

CITY OF SNYDER, TEXAS  
ENTERPRISE FUND  
WATER & SEWER

COMPARATIVE STATEMENT OF REVENUES, EXPENSES  
AND CHANGES IN WORKING CAPITAL

2019-2020 BUDGET

	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget	2019-2020 Proposed Budget
Operating Revenues:				
Water Sales	5,109,466	5,104,238	5,110,000	5,413,880
Sewer Charges	1,592,854	1,536,830	1,620,000	1,620,000
Billings & Collections for Sanitation	351,560	424,667	449,670	441,610
Water Taps	24,921	6,750	21,000	8,000
Sewer Taps	13,900	6,050	14,000	8,000
Plumbing Permits & Inspections	8,260	9,691	8,400	9,700
Miscellaneous	49,460	59,171	53,250	58,450
Total Oper. Revenues	7,150,421	7,147,397	7,276,320	7,559,640
Operating Expenses:				
Personnel Services	1,404,333	1,300,806	1,402,300	1,418,730
Supplies	427,356	324,651	417,435	388,310
Maintenance	487,325	316,003	458,170	475,570
Services	2,759,396	2,866,603	2,820,240	2,809,740
Sundry Charges	124,890	52,198	90,830	88,240
Non Capitalized Equipment	5,071	3,840	2,800	200
Depreciation	1,775,622	1,787,751	1,869,150	1,798,850
Total Oper. Expenses	6,983,993	6,651,852	7,060,925	6,979,640
Operating Income or (Loss)	166,428	495,545	215,395	580,000
Non-Oper. Revenues/(Expenses):				
Investment earnings	20,236	21,186	7,000	23,000
Interest and fees expense	(465,003)	(445,076)	(425,425)	(403,405)
Capital grant	5,000	-	-	-
Gain (Loss) on Sale of Asset	1,200	-	-	-
Proceeds from Insurance	78,343	241	10,000	3,000
Total Non-Oper.	(360,224)	(423,649)	(408,425)	(377,405)
Net Income (Loss)	(193,796)	71,896	(193,030)	202,595
Cash and Cash Equivalents B-O-Y	1,744,611	895,470	957,586	1,067,426
Cash Flows from Operating Activities	1,417,201	2,465,459	2,084,545	2,378,850
Cash Flows from Non Capital Financing Activities	(585,949)	(117,268)	(123,313)	(126,432)
Cash Flows from Cap. Activities and Related Financing	(1,700,287)	(2,306,488)	(1,858,392)	(1,903,489)
Cash Flows from Investing Activities	19,894	20,413	7,000	23,000
Net Increase or (Decrease) in Cash	(849,141)	62,116	109,840	371,929
Cash and Cash Equivalents E-O-Y	895,470	957,586	1,067,426	1,439,355

	ACTUAL 2017-2018	BUDGETED 2018-2019	PROPOSED 2019-2020
MISCELLANEOUS SERVICES			
631-501-01 TELEPHONE	1,904	2,000	2,000
631-501-02 CELLULAR	593	650	650
631-501-03 INTERNET	3,949	3,945	3,945
631-502 RENTAL OF EQUIPMENT	4,492	4,200	4,240
631-503 INSURANCE	9,930	9,800	9,800
631-504 SPECIAL SERVICES	3,007	4,000	4,000
631-505 ADVERTISING	-	150	150
631-506 BUSINESS & TRANSPORTATION	89	-	-
631-508 FEE BASIS SERVICES	544,107	584,860	627,545
631-511-01 ELECTRICITY	4,789	4,300	4,300
Sub Total	572,860	613,905	656,630
SUNDRY CHARGES			
631-601 TRAINING & EDUCATION	4,066	5,000	5,000
631-602 MEMBERSHIPS & SUBSCRIPTIONS	374	-	-
631-604 WORKER'S COMP.	16,058	17,000	17,000
631-606 FREIGHT EXPENSE	549	600	600
631-608 BAD DEBT EXPENSE	-	5,000	5,000
631-615 LANDFILL CLOSURE/POST CLOSURE CARE	10,656	12,500	12,500
Sub Total	31,703	40,100	40,100
CAPITAL OUTLAY			
631-806 LANDFILL IMPROVEMENTS	*	-	150,000
631-901 OFFICE EQUIPMENT	*	-	103,000
631-902 AUTOMOTIVE EQUIPMENT	*	1,600	103,000
631-910 DEPRECIATION	-	184,000	925,000
	645,496	523,950	700,110
Sub Total	645,496	523,950	700,110
TOTAL BUDGET	1,843,767	1,782,000	2,036,310

\* MEMORANDUM ONLY



CITY OF SNYDER, TEXAS  
WATER & SEWER ENTERPRISE FUND

DESCRIPTION OF REVENUES

2019-2020 BUDGET

WATER SALES

\$ 5,413,880

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:  
\$39.31 / 2,000 gal.

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

For more than one (1) family or business units, the minimum charge shall be \$39.31 for the first family or business unit plus \$19.66 (or 50% of \$39.31) times the remaining number of family or business units, for the first 2,000 gallons each unit.

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

Water rates for water purchased direct from city facilities are as follows: Fire hydrant with meter, the charge shall be a monthly service charge at \$39.31 plus a usage rate at \$7.19 per 1,000 gallons. Deposit on City owned fire hydrant is \$500.00, other than the City's is \$1,000.00. Coin operated meter per 1,000 gal. \$10.38.

WASTE WATER RATES

\$ 1,620,000

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

Minimum charge per service:

Base \$12.98

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

Industrial Wastewater rates:

Minimum charge per service:

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

BILLINGS AND COLLECTIONS FOR SANITATION

\$ 441,610

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.

<u>WATER AND SEWER TAPS</u>	\$ 16,000
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Includes the fee for tying onto the city distribution system and the wastewater collection system. The fee covers 100% of the cost.

<u>PLUMBING PERMITS AND INSPECTION</u>	\$ 9,700
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\$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.

<u>PROCEEDS FROM INSURANCE</u>	\$ 3,000
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<u>MISCELLANEOUS</u>	\$ 58,450
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Includes any revenue that would not fit into another account.

<u>INTEREST</u>	\$ 23,000
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<u><b>TOTAL WATER &amp; SEWER</b></u>	<u><b>\$ 7,585,640</b></u>
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CITY OF SNYDER  
ENTERPRISE FUND  
WATER & SEWER

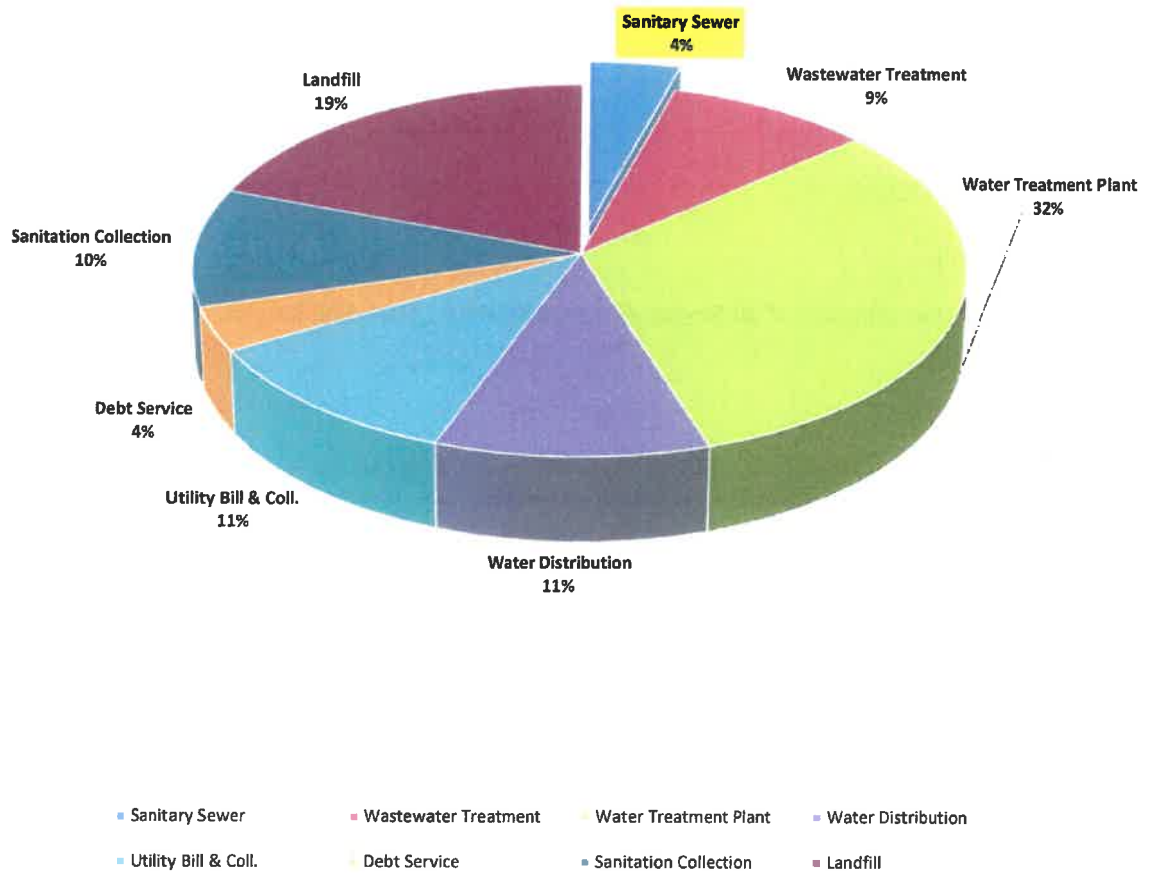
STATEMENT OF EXPENDITURES

2019-2020 BUDGET

	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget	2019-2020 Proposed Budget
<b>SEWER:</b>				
Sanitary sewer:				
Personnel Services	165,426	134,595	162,775	159,425
Supplies	83,456	34,157	82,985	83,585
Maintenance	28,822	14,991	23,865	23,095
Services	64,538	81,246	94,475	86,455
Sundry Charges	27,136	7,897	9,690	10,690
Depreciation	93,983	95,018	92,940	68,865
Non Capitalized Equipment	-	280	-	-
Totals	463,361	368,184	466,730	432,115
Sewage Treatment:				
Personnel Services	230,250	222,920	218,750	224,445
Supplies	46,976	41,940	46,000	46,000
Maintenance	101,850	52,169	79,295	79,595
Services	267,335	258,646	297,670	348,980
Sundry Charges	9,076	6,306	8,700	8,700
Depreciation	270,820	274,189	280,730	282,725
Non Capitalized Equipment	1,341	364	-	-
Totals	927,648	856,534	931,145	990,445
<b>WATER:</b>				
Water Production:				
Personnel Services	447,261	406,481	437,410	452,215
Supplies	159,239	175,592	151,300	175,375
Maintenance	201,734	136,305	182,320	195,070
Services	2,036,674	2,088,049	1,996,305	1,946,900
Sundry Charges	12,406	25,227	25,800	25,600
Depreciation	493,909	501,010	539,720	514,390
Non Capitalized Equipment	997	3,029	-	-
Totals	3,352,220	3,335,693	3,332,855	3,309,550

	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget	2019-2020 Proposed Budget
Water Distribution:				
Personnel Services	165,428	134,595	166,400	177,740
Supplies	100,245	36,254	98,150	44,900
Maintenance	87,844	51,502	81,640	98,870
Services	227,038	211,553	205,430	204,980
Sundry Charges	5,505	5,695	8,740	6,150
Depreciation	554,150	553,853	590,155	569,465
Totals	1,140,210	993,452	1,150,515	1,102,105
Utility Department:				
Personnel Services	395,968	402,215	416,965	404,905
Supplies	37,440	36,708	39,000	38,450
Maintenance	67,075	61,035	91,050	78,940
Services	163,811	227,111	226,360	222,425
Sundry Charges	70,767	7,072	37,900	37,100
Depreciation	362,760	363,681	365,605	363,405
Non Capitalized Equipment	2,733	167	2,800	200
Totals	1,100,554	1,097,989	1,179,680	1,145,425
Debt Service:				
Interest	465,003	445,076	424,725	402,705
Fees	-	-	700	700
Totals	465,003	445,076	425,425	403,405
TOTAL EXPENSES	7,448,996	7,096,928	7,486,350	7,383,045

## Enterprise Function Expense Fiscal Year 2020



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

## BUDGET SUMMARY

Fund	Function Distribution	Sanitary Sewer	Department Number 35	
Water & Sewer				
Expend. Class		Actual 2017-18	Budgeted 2018-19	Proposed 2019-20
Personnel Services		\$ 164,645	\$ 162,775	\$ 159,425
Supplies		82,600	82,985	83,585
Maintenance		38,860	23,865	23,095
Services		99,950	94,475	86,455
Sundry Charges		12,590	9,690	10,690
Depreciation		94,980	92,940	68,865
TOTAL ALL ACCOUNTS		\$ 493,625	\$ 466,730	\$ 432,115

### 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>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>
Service Line Stop	35	40	57
Sewer Main Stoppages	29	52	60
Customer Taps	14	25	11
Sewer Mains Installed (Footage)	200	200	200

SANITARY SEWER - DEPARTMENT NO. 35

EXPENDITURES - FUND 02

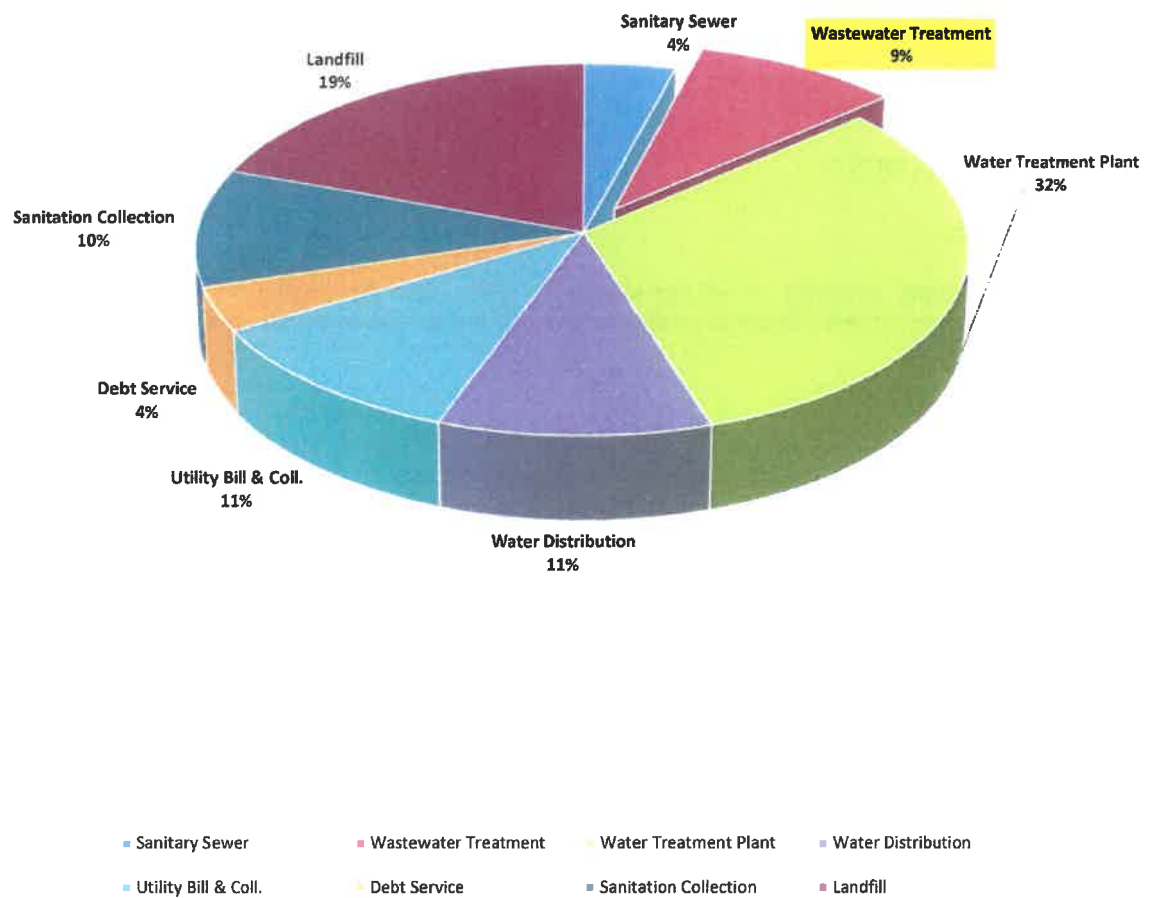
	ACTUAL 2017-2018	BUDGETED 2018-2019	PROPOSED 2019-2020
PERSONNEL SERVICES			
635-104 MAINTENANCE	92,736	104,730	101,005
635-105 LONGEVITY	588	845	905
635-106 OVERTIME	6,545	10,000	10,000
635-108 FICA EXPENSE	5,917	7,165	6,940
635-109 TMRS EXPENSE	10,010	16,665	15,530
635-110 INSURANCE EXPENSE	18,842	21,695	23,420
635-111 MEDICARE EXPENSE	1,384	1,675	1,625
635-112 ACCRUED COMP. ABSENCES	(1,427)	-	-
Sub Total	134,595	162,775	159,425
SUPPLIES & MATERIALS			
635-201 OFFICE SUPPLIES	30	35	35
635-204 UNIFORM & CLOTHING	3,281	3,000	3,400
635-205 TIRES & TUBES	359	-	-
635-206 MOTOR VEHICLE SUPPLIES	24,968	75,000	75,000
635-207 MINOR TOOLS & APPARATUS	619	500	700
635-209 CHEMICAL & MECHANICAL SUPPLIES	22	300	300
635-213 DIESEL	4,581	4,000	4,000
635-215 OTHER SUPPLIES	297	150	150
Sub Total	34,157	82,985	83,585
MAINTENANCE OF BUILDINGS			
635-304 SEWER LINES	7,557	20,000	20,000
Sub Total	7,557	20,000	20,000
MAINTENANCE OF EQUIPMENT			
635-402 MACHINERY	225	-	-
635-404 AUTOMOTIVE EQUIPMENT	6,341	2,200	2,200
635-406 MINOR TOOLS & APPARATUS	389	400	400
635-407 SOFTWARE MAINTENANCE	479	1,265	495
Sub Total	7,434	3,865	3,095

	ACTUAL 2017-2018	BUDGETED 2018-2019	PROPOSED 2019-2020
MISCELLANEOUS SERVICES			
635-501-02 CELLULAR	593	675	675
635-501-03 INTERNET	493	495	495
635-502 RENTAL OF EQUIPMENT	12,606	11,415	10,840
635-503 INSURANCE	7,514	7,600	7,600
635-504 SPECIAL SERVICES	1,528	1,000	1,000
635-505 ADVERTISING EXPENSE	108	200	200
635-506 BUSINESS & TRANSPORTATION	-	100	100
635-508 FEE BASIS SERVICES	57,623	72,390	64,945
635-510 CONTRACTUAL SERVICES	781	600	600
Sub Total	81,246	94,475	86,455
SUNDRY CHARGES			
635-601 TRAINING & EDUCATION	111	500	1,500
635-602 MEMBERSHIPS AND SUBSCRIPTIONS	108	-	-
635-604 WORKER'S COMP.	7,354	9,000	9,000
635-606 FREIGHT EXPENSE	324	190	190
Sub Total	7,897	9,690	10,690
CAPITAL OUTLAY			
635-804 SEWER SYSTEM IMPROV.	-	-	500,000
635-903 MACHINERY	-	-	-
635-910 DEPRECIATION	95,018	92,940	68,865
Sub Total	95,018	92,940	68,865
NON CAPITALIZED EQUIPMENT			
635-905 NON CAPITALIZED EQUIPMENT	280	-	-
Sub Total	280	-	-
TOTAL BUDGET	368,184	466,730	432,115

\* MEMORANDUM ONLY



## Enterprise Function Expense Fiscal Year 2020



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

## BUDGET SUMMARY

Fund	Function	Department Number	
	Wastewater Treatment – Sewage	36	
Water & Sewer			
Expend. Class	Actual 2017-18	Budgeted 2018-19	Proposed 2019-20
Personnel Services	\$ 224,895	\$ 218,750	\$ 224,445
Supplies	45,700	46,000	46,000
Maintenance	96,340	79,295	79,595
Services	315,745	297,670	348,980
Sundry Charges	9,500	8,700	8,700
Depreciation	296,980	280,730	282,725
TOTAL ALL ACCOUNTS	\$ 989,160	\$ 931,145	\$ 990,445

### 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.

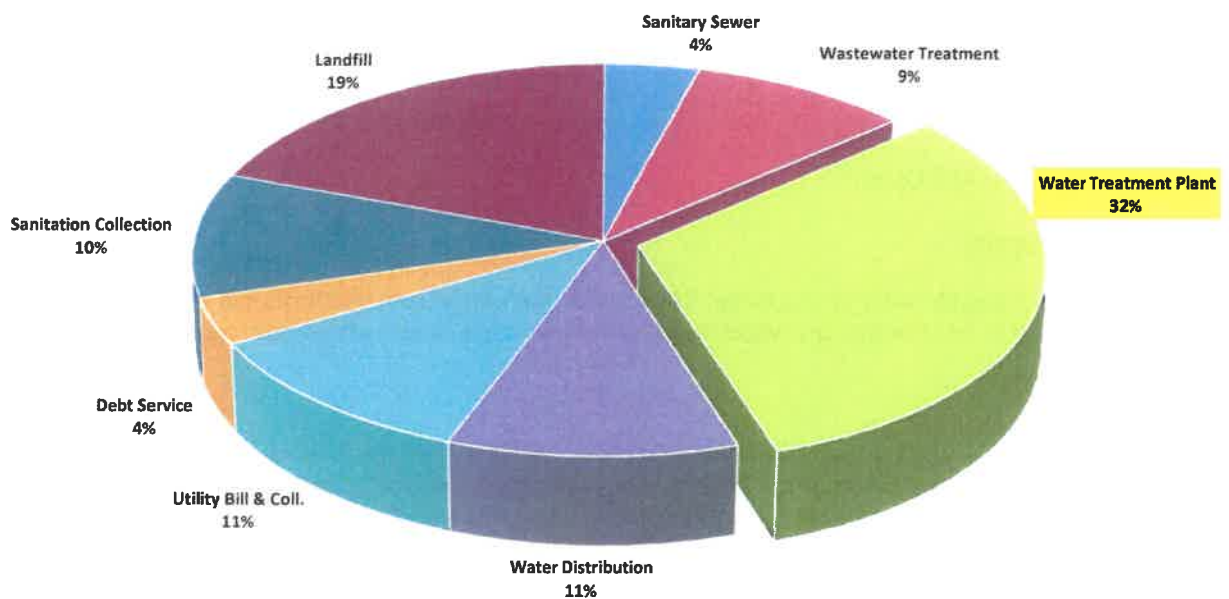
WASTEWATER TREATMENT - DEPARTMENT NO. 36

EXPENDITURES - FUND 02

	ACTUAL 2017-2018	BUDGETED 2018-2019	PROPOSED 2019-2020
<b>PERSONNEL SERVICES</b>			
636-103 OPERATIONS	138,630	135,925	139,345
636-105 LONGEVITY	1,938	2,575	2,645
636-106 OVERTIME	21,094	17,000	17,000
636-108 FICA EXPENSE	9,846	9,640	9,855
636-109 TMRS EXPENSE	16,212	22,425	22,070
636-110 INSURANCE EXPENSE	31,690	28,930	31,225
636-111 MEDICARE EXPENSE	2,303	2,255	2,305
636-112 ACCRUED COMP. ABSENCES	1,207	-	-
Sub Total	222,920	218,750	224,445
<b>SUPPLIES &amp; MATERIALS</b>			
636-201 OFFICE SUPPLIES	1,120	1,500	1,500
636-203 SHOP SUPPLIES	603	2,000	2,000
636-204 UNIFORM & CLOTHING	4,014	4,300	4,300
636-205 TIRES & TUBES	-	500	500
636-206 MOTOR VEHICLE SUPPLIES	1,233	1,500	1,500
636-207 MINOR TOOLS & APPARATUS	1,822	2,500	2,500
636-208 JANITORIAL SUPPLIES	2,996	1,700	1,700
636-209 CHEM. & MECH. SUPPLIES	25,144	30,000	30,000
636-212 GAS	2,562	1,600	1,600
636-213 DIESEL	106	-	-
636-215 OTHER SUPPLIES	2,340	400	400
Sub Total	41,940	46,000	46,000
<b>MAINTENANCE OF BUILDINGS</b>			
636-301 BUILDINGS & GROUNDS	12,800	22,000	22,000
636-305 SEWAGE TREATMENT PLANT	845	2,600	2,600
Sub Total	13,645	24,600	24,600
<b>MAINTENANCE OF EQUIPMENT</b>			
636-401 OFFICE EQUIPMENT	325	-	-
636-402 MACHINERY	1,048	1,100	1,100
636-403 EQUIPMENT	4,922	7,000	7,000
636-404 AUTOMOTIVE EQUIPMENT	2,628	3,000	3,000
636-406 MINOR TOOLS & APPARATUS	231	1,000	1,000
636-407 SOFTWARE MAINTENANCE	807	1,595	1,895
636-422 WASTEWATER SYSTEM EQUIPMENT	28,563	41,000	41,000
Sub Total	38,524	54,695	54,995

	ACTUAL 2017-2018	BUDGETED 2018-2019	PROPOSED 2019-2020
MISCELLANEOUS SERVICES			
636-501-01 TELEPHONE	2,152	2,100	2,100
636-501-02 CELLULAR	781	975	975
636-501-03 INTERNET	3,493	3,495	3,495
636-502 RENTAL OF EQUIPMENT	7,592	3,300	56,265
636-503 INSURANCE	5,782	6,000	6,000
636-504 SPECIAL SERVICES	221	500	500
636-505 ADVERTISING	-	100	100
636-506 BUSINESS & TRANSPORTATION	731	-	-
636-508 FEE BASIS SERVICE	155,218	167,900	170,145
636-510 CONTRACTUAL SERVICES	2,345	6,900	3,000
636-511-01 ELECTRICITY	78,963	60,000	60,000
636-511 GAS	1,368	1,400	1,400
636-512 DATA PROCESSING.	-	45,000	45,000
Sub Total	258,646	297,670	348,980
SUNDRY CHARGES			
636-601 TRAINING & EDUCATION	1,897	4,000	4,000
636-602 MEMBERSHIPS & SUBSCRIPTIONS	113	200	200
636-604 WORKER'S COMP.	3,467	3,500	3,500
636-606 FREIGHT EXPENSE	829	1,000	1,000
Sub Total	6,306	8,700	8,700
CAPITAL OUTLAY			
636-903 MACHINERY & OTHER EQUIP.	-	16,000	28,000
636-910 DEPRECIATION	274,189	280,730	282,725
Sub Total	274,189	280,730	282,725
636-905 NON CAPITALIZED EQUIPMENT	364	-	-
Sub Total	364	-	-
TOTAL BUDGET	856,534	931,145	990,445
*MEMORANDUM ONLY			

## Enterprise Function Expense Fiscal Year 2020



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

**Description:** This pie chart highlights the "Water Treatment Plant" department in relationship to the other departments within the Enterprise Fund.

## BUDGET SUMMARY

Fund Treatment Water & Sewer	Function	Water	Department Number 74		
Expend. Class		Actual 2017-18	Budgeted 2018-19	Proposed 2019-20	
Personnel Services		\$ 437,795	\$ 437,410	\$ 452,215	
Supplies		134,600	151,300	175,375	
Maintenance		143,180	182,320	195,070	
Services		2,023,760	1,996,305	1,946,900	
Sundry Charges		25,800	25,800	25,600	
Depreciation		546,205	539,720	514,390	
TOTAL ALL ACCOUNTS		\$ 3,311,340	\$ 3,332,855	\$ 3,309,550	

### 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 24 hours a day 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

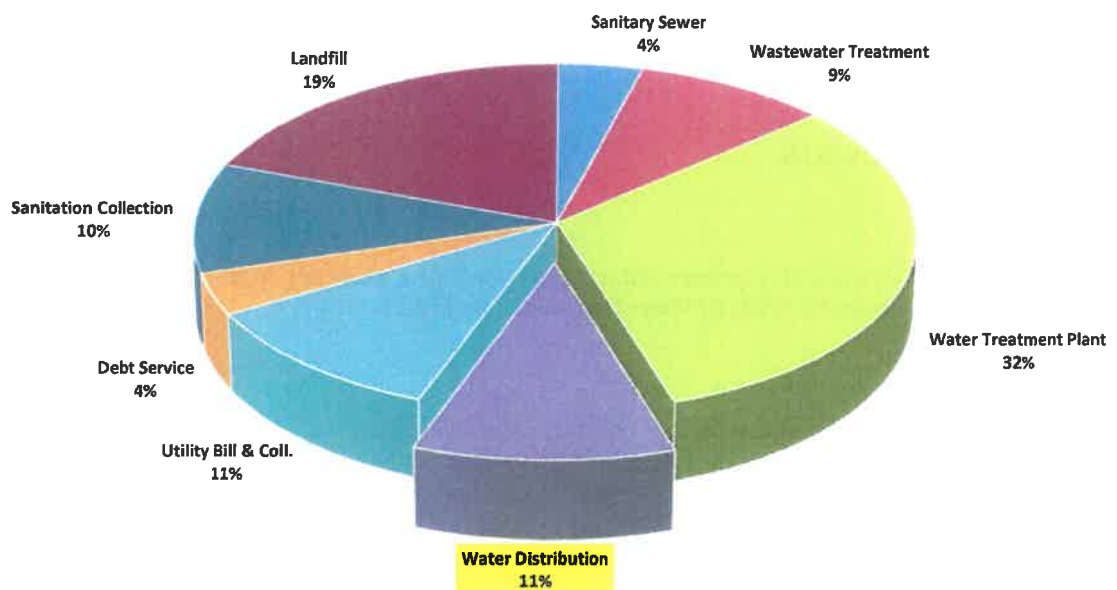
	ACTUAL 2017-2018	BUDGETED 2018-2019	PROPOSED 2019-2020
<b>PERSONNEL SERVICES</b>			
674-101 SUPERVISION	56,016	55,055	56,580
674-103 OPERATIONS	208,500	221,410	229,750
674-105 LONGEVITY	1,317	2,015	2,240
674-106 OVERTIME	40,055	36,000	36,000
674-108 FICA EXPENSE	18,218	19,500	20,125
674-109 TMRS EXPENSE	30,714	45,350	45,050
674-110 INSURANCE EXPENSE	46,382	53,520	57,765
674-111 MEDICARE EXPENSE	4,260	4,560	4,705
674-112 ACCRUED COMP. ABSENCES	1,019	-	-
Sub Total	406,481	437,410	452,215
<b>SUPPLIES &amp; MATERIALS</b>			
674-201 OFFICE SUPPLIES	1,103	1,300	1,175
674-203 SHOP SUPPLIES	1,140	2,000	2,000
674-204 UNIFORM & CLOTHING	4,932	6,300	5,500
674-205 TIRES & TUBES	845	500	700
674-206 MOTOR VEHICLE SUPPLIES	520	1,500	1,200
674-207 MINOR TOOLS & APPARATUS	4,110	3,000	3,000
674-208 JANITORIAL SUPPLIES	2,158	2,300	2,300
674-209 CHEM. & MECH. SUPPLIES	151,888	126,000	150,000
674-212 GAS	6,174	7,000	7,000
674-215 OTHER SUPPLIES	2,722	1,400	2,500
Sub Total	175,592	151,300	175,375
<b>MAINTENANCE OF BUILDINGS</b>			
674-301 BUILDINGS & GROUNDS	44,455	50,000	50,000
674-303 WATER PLANT	6,165	12,000	8,000
674-314 WATER TOWER & TANKS	3,466	26,000	26,000
Sub Total	54,086	88,000	84,000
<b>MAINTENANCE OF EQUIPMENT</b>			
674-401 OFFICE EQUIPMENT	221	-	-
674-402 MACHINERY	106	200	200
674-403 EQUIPMENT	32,289	34,335	36,110
674-404 AUTOMOTIVE EQUIPMENT	1,289	1,000	1,000
674-405 SHOP EQUIPMENT	-	200	200
674-407 SOFTWARE MAINTENANCE	2,305	3,585	23,560
674-411 RADIO INSTALLATION	279	-	-
674-422 WATER SYSTEM EQUIPMENT	45,730	55,000	50,000
Sub Total	82,219	94,320	111,070

	ACTUAL 2017-2018	BUDGETED 2018-2019	PROPOSED 2019-2020
MISCELLANEOUS SERVICES			
674-501-01 TELEPHONE	3,484	3,450	3,450
674-501-02 CELLULAR	781	1,100	900
674-501-03 INTERNET	3,493	3,400	3,495
674-502 RENTAL OF EQUIPMENT	1,911	4,025	4,065
674-503 INSURANCE	26,433	28,000	31,000
674-504 SPECIAL SERVICES	2,801	3,300	3,000
674-505 ADVERTISING	438	500	500
674-506 BUSINESS & TRANSPORTATION	526	400	400
674-508 FEE BASIS SERVICES	609,942	563,815	549,360
674-510 CONTRACUAL SERVICES	1,722	2,000	2,000
674-511-01 ELECTRICITY	89,438	65,000	75,000
674-511-02 GAS	-	500	-
674-512 DATA PROCESSING	26,495	15,000	20,000
674-516 COST OF WATER (CRMWD)	1,320,585	1,305,815	1,253,730
Sub Total	2,088,049	1,996,305	1,946,900
SUNDRY CHARGES			
674-601 TRAINING & EDUCATION	4,456	5,000	5,000
674-602 MEMBERSHIPS & SUBSCRIP.	53	400	200
674-604 WORKER'S COMP.	11,381	11,400	11,400
674-606 FREIGHT EXPENSE	9,337	9,000	9,000
Sub Total	25,227	25,800	25,600
CAPITAL OUTLAY			
674-901 OFFICEE EQUIPMENT *	-	-	2,800
674-902 AUTOMOTIVE EQUIPMENT *	-	34,000	-
674-903 OTHER EQUIPMENT *	-	138,000	149,000
674-910 DEPRECIATION	501,010	539,720	514,390
Sub Total	501,010	539,720	514,390
NON CAPITALIZED EQUIPMENT			
674-905 NON CAPITALIZED EQUIPMENT	3,029	-	-
Sub total	3,029	-	-
TOTAL BUDGET	3,335,693	3,332,855	3,309,550

\* MEMORANDUM ONLY



## Enterprise Function Expense Fiscal Year 2020



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

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

## BUDGET SUMMARY

Fund	Function Distribution	Water	Department Number	
Water & Sewer			75	
Expend. Class		Actual 2017-18	Budgeted 2018-19	Proposed 2019-20
Personnel Services		\$ 164,620	\$ 166,400	\$ 177,740
Supplies		78,570	98,150	44,900
Maintenance		131,835	81,640	98,870
Services		168,710	205,430	204,980
Sundry Charges		8,040	8,740	6,150
Depreciation		580,870	590,155	569,465
TOTAL ALL ACCOUNTS		\$ 1,132,645	\$ 1,150,515	\$ 1,102,105

### 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>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>
1. Service Lines Repaired	65	65	62
2. Main Lines Repaired	32	18	25
3. Fire Hydrants Repaired	0	0	0
4. Fire Hydrants Replaced	8	2	3
5. Valve Boxes Replaced	22	52	17
6. Customer Taps	25	25	12

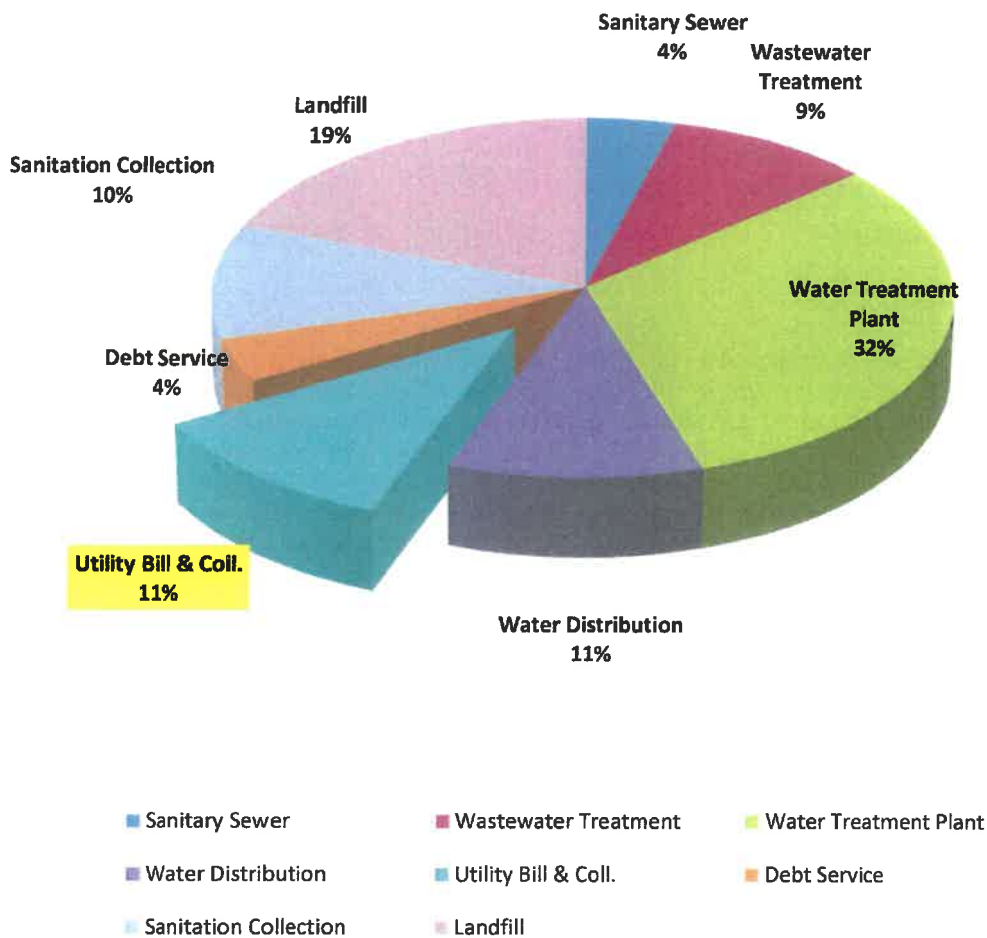
WATER DISTRIBUTION - DEPARTMENT NO. 75

EXPENDITURES - FUND 02

	ACTUAL 2017-2018	BUDGETED 2018-2019	PROPOSED 2019-2020
PERSONNEL SERVICES			
675-104 MAINTENANCE	92,736	104,695	115,550
675-105 LONGEVITY	588	845	905
675-106 OVERTIME	6,545	13,000	10,000
675-108 FICA EXPENSE	5,917	7,350	8,025
675-109 TMRS EXPENSE	10,010	17,095	17,965
675-110 INSURANCE EXPENSE	18,842	21,695	23,420
675-111 MEDICARE	1,384	1,720	1,875
675-112 ACCRUED COMP. ABSENCES	(1,427)	-	-
Sub Total	134,595	166,400	177,740
SUPPLIES & MATERIALS			
675-201 OFFICE SUPPLIES	30	100	50
675-204 UNIFORM & CLOTHING	3,264	3,500	3,500
675-205 TIRES & TUBES	2,624	250	250
675-206 MOTOR VEHICLE SUPPLIES	20,473	84,000	30,000
675-207 MINOR TOOLS & APPARATUS	1,428	2,000	2,000
675-212 GAS	1,441	2,200	2,200
675-213 DIESEL	6,597	6,000	6,800
675-215 OTHER SUPPLIES	397	100	100
Sub Total	36,254	98,150	44,900
MAINTENANCE OF BUILDINGS			
675-301 BUILDINGS & GROUNDS	18	3,000	300
675-304 WATER LINES	15,284	40,000	60,000
675-308 STREETS AND ALLEYS	2,122	7,000	5,000
Sub Total	17,424	50,000	65,300
MAINTENANCE OF EQUIPMENT			
675-403 EQUIPMENT	332	-	-
675-404 AUTOMOTIVE EQUIPMENT	3,127	5,000	4,300
675-407 SOFTWARE MAINTENANCE	598	1,540	770
675-411 RADIO INSTALLATION	755	100	-
675-422 WATER SYSTEM EQUIPMENT	25,685	25,000	25,000
675-425 METERS & SETTINGS	3,581	-	3,500
Sub Total	34,078	31,640	33,570
MISCELLANEOUS SERVICES			
675-501-02 CELLULAR	593	600	600
675-501-03 INTERENET	493	490	495
675-502 RENTAL OF EQUIPMENT	20,572	12,580	17,320
675-503 INSURANCE	4,502	4,500	8,200
675-504 SPECIAL SERVICES	733	500	500
675-505 ADVERTISING	735	-	-
675-506 BUSINESS & TRANSPORTATION	726	-	-
675-508 FEE BASIS SERVICES	161,228	170,760	157,865
675-511-01 ELECTRICITY	21,971	16,000	20,000
Sub Total	211,553	205,430	204,980

	ACTUAL 2017-2018	BUDGETED 2018-2019	PROPOSED 2019-2020
SUNDRY CHARGES			
675-601 TRAINING & EDUCATION	819	3,000	1,500
675-602 MEMBERSHIP & SUBSCRIPTION	108	-	-
675-604 WORKER'S COMP.	4,696	5,040	4,500
675-606 FREIGHT EXPENSE	72	700	150
Sub Total	5,695	8,740	6,150
CAPITAL OUTLAY			
675-803 WATER SYSTEM IMPROV.	*	600,000	-
675-809 NEW WATER LINES	*	-	100,000
675-902 AUTOMOTIVE EQUIPMENT	*	-	-
675-903 MACHINERY & OTHER EQUIP.	*	43,500	81,600
675-910 DEPRECIATION	553,853	590,155	569,465
Sub Total	553,853	590,155	569,465
TOTAL BUDGET	993,452	1,150,515	1,102,105
* MEMORANCUM ONLY			

## Enterprise Function Expense Fiscal Year 2020



**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 2017-18	Budgeted 2018-19	Proposed 2019-20
Personnel Services	\$ 411,590	\$ 416,965	\$ 404,905
Supplies	41,700	39,000	38,450
Maintenance	112,930	91,050	78,940
Services	214,835	226,360	222,425
Sundry Charges	22,790	37,900	37,100
Non-Capitalized equipment	-	2,800	200
Depreciation	365,220	365,605	363,405
TOTAL ALL ACCOUNTS	\$ 1,169,065	\$ 1,179,680	\$ 1,145,425

### Mission Statement

The Utility Department is responsible for billing and collections of water, sewer and sanitation receivables for services rendered by the City of Snyder; repairing and reading the meters that have not been read in Fixed Base; collection of 90 day past due accounts and preparing records for collection agency; keeping accurate records on customer accounts; modifications to and the addition of new service accounts; mailouts for water conservation and recycling; processing and reporting on all complaints within the City organization; assist customer in all areas needed to the best of our ability; and various other duties. Monitoring customers water leak issues and making sure that leaks are repaired in a timely manner. The meter Foreman and Meter Reader/Repairman also assist the street department with leaks as necessary.

### 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 twice-a-month basis for utility services, billing septic waste, bulk water, fire hydrant meters, landfill and roll-off container customers, preparing the consumption report, monthly balance reports and monthly Departmental Reports for the Accounting Department. Personnel in this department are also responsible for re-reads, meter repairs, meter readings and assuring that the consumption billed is accurate. We are also responsible for records and billings for rural sanitation service and extra pick-ups within the city limits; billings for landfill fee charges and recycling programs. We now have the ability to monitor leaks through Fixed Base and AMR meters. We are also scanning Service Agreements onto Laserfiche so that we can be more efficient and to cut the chances of access to customers personal information. The meter Foreman assists Department 75 (Water Distribution) with water leaks and works on the Fixed Base trouble shoot report along with their normal daily responsibilities.

### Goals

1. To provide the best possible service and to assist residential, commercial and industrial customers in obtaining and terminating utility services in a timely manner.

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

#### Objectives

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

#### Indicators

	<u>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>
1. % of orders for start and termination processed within same day order was received	100.0%	100.0%	100.0%
2. % of utility bills without errors	99.5%	99.6%	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	11	47	38
6. New meters set	17	11	16
7. Meters repaired	8	4	7
8. Meter boxes repaired	25	49	38
9. Flush lines	8	8	7
10. Pressure test	11	5	3
11. Pulled meters	24	100	93
12. Repair water leaks	7	53	117
13. Register Swap	80	91	82
14. MIU Swap	342	682	660
15. Antenna Swap	243	564	589

UTILITY OFFICE - DEPARTMENT NO. 76

EXPENDITURES - FUND 02

	ACTUAL 2017-2018	BUDGETED 2018-2019	PROPOSED 2019-2020
<b>PERSONNEL SERVICES</b>			
676-101 SUPERVISION	66,798	67,740	69,625
676-102 CLERICAL	129,183	133,550	118,910
676-103 OPERATIONS	85,929	84,890	84,995
676-105 LONGEVITY	2,297	3,200	2,255
676-106 OVERTIME	8,694	4,800	6,000
676-108 FICA EXPENSE	17,837	18,240	17,470
676-109 TMRS EXPENSE	29,278	42,420	39,115
676-110 INSURANCE EXPENSE	57,297	57,860	62,450
676-111 MEDICARE	4,172	4,265	4,085
676-112 ACCRUED COMP. ABSENCES	730	-	-
Sub Total	402,215	416,965	404,905
<b>SUPPLIES &amp; MATERIALS</b>			
676-201 OFFICE SUPPLIES	27,969	30,000	30,000
676-202 FORMS	1,748	2,500	2,000
676-204 UNIFORM & CLOTHING	-	300	150
676-205 TIRES & TUBES	863	400	700
676-206 MOTOR VEHICLE SUPPLIES	364	500	500
676-207 MINOR TOOLS & APPARATUS	226	300	300
676-208 JANITORIAL SUPPLIES	240	300	150
676-212 GAS	5,179	4,400	4,500
676-215 OTHER SUPPLIES	118	300	150
Sub Total	36,707	39,000	38,450
<b>MAINTENANCE OF EQUIPMENT</b>			
676-403 EQUIPMENT	13,435	19,940	8,910
676-404 AUTOMOTIVE EQUIPMENT	1,064	2,500	1,250
676-407 SOFTWARE MAINTENANCE	21,739	21,910	34,080
676-411 RADIO 1 RADIO INSTALLATION	2,532	1,700	1,700
676-425 METERS & SETTINGS	22,265	45,000	33,000
Sub Total	61,035	91,050	78,940



	ACTUAL 2017-2018	BUDGETED 2018-2019	PROPOSED 2019-2020
MISCELLANEOUS SERVICES			
676-501-01 TELEPHONE	2,555	2,200	2,600
676-501-02 CELLULAR	1,185	1,355	1,250
676-501-03 INTERNET	1,918	1,800	1,920
676-502 RENTAL OF EQUIPMENT	16,259	16,000	16,535
676-503 INSURANCE	1,596	1,600	1,600
676-504 SPECIAL SERVICES	25,540	22,000	28,000
676-505 ADVERTISING	557	400	750
676-506 BUSINESS & TRANSPORTATION	15	500	300
676-508 FEE BASIS SERVICES	171,781	175,405	164,070
676-510 CONTRACTUAL SERVICES	100	100	100
676-511-01 ELECTRICITY	5,157	4,500	4,800
676-511-02 GAS	448	500	500
Sub Total	227,111	226,360	222,425
SUNDRY CHARGES			
676-601 TRAINING & EDUCATION	-	500	250
676-602 MEMBERSHIPS & SUBSCRIP.	35	-	250
676-604 WORKER'S COMP.	5,026	5,100	4,500
676-606 FREIGHT EXPENSE	2,011	2,300	2,100
676-608 BAD DEBT EXPENSE	-	30,000	30,000
Sub Total	7,072	37,900	37,100
CAPITAL OUTLAY			
676-901 OFFICE EQUIPMENT	-	14,850	6,150
676-910 DEPRECIATION	363,681	365,605	363,405
Sub Total	363,681	365,605	363,405
676-905 NON CAPITALIZED EQUIPMENT	167	2,800	200
Sub Total	167	2,800	200
TOTAL BUDGET	1,097,988	1,179,680	1,145,425

\* MEMORANDUM ONLY

## BUDGET SUMMARY

Fund	Function	Department Number		
		78		
Water & Sewer		Debt Service		
Expend. Class	Actual 2017-18	Budgeted 2018-19	Proposed 2019-20	
Principal Certificate of Obligation 2010	\$ 230,000	\$ 240,000	\$ 245,000	
Interest Certificate of Obligation 2010	69,200	61,970	54,150	
Principal Energy & Water Conservation Project	186,775	192,080	197,534	
Interest Energy & Water Conservation Project	62,090	56,785	51,331	
Principal Combination Tax & Surplus Revenue 2013	185,000	185,000	190,000	
Interest Combination Tax & Surplus Revenue 2013	302,345	296,795	291,170	
<b>TOTAL ALL ACCOUNTS</b>	<b>\$1,035,410</b>	<b>\$1,032,630</b>	<b>\$ 1,029,185</b>	

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

Combination Tax & Surplus Revenue	
Certificates of Obligation	
Series 2010	<u>\$ 299,148</u>
Last payment 9-01-2023	

Energy & Water Conservation Project for Water and Wastewater Plant

Last Payment 2-10-2028	<u>\$ 248,865</u>
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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	<u>\$ 481,170</u>

A summary of the Revenue Bonds outstanding at September 30, 2018 follows:

### Revenue Bonds

\$3,495,000, 2010 Combination Tax and Surplus Revenue Certificates of Obligation Due in annual installments of \$165,000 to \$295,000 through March 1, 2025; interest at 0.75 – 4.0%; payable from income derived from the water and sewer enterprise fund; tax revenues serve as collateral.	<u>\$ 1,855,000</u>
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\$9,000,000, 2013 Combination Tax and Surplus Revenue Certificates of Obligation due in annual installments of \$180,000 to \$1,005,000 through March 1, 2034; interest at 3 – 4.0%; payable from income derived from the water and sewer enterprise fund; tax revenues serve as collateral	<u>\$ 8,455,000</u>
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Total outstanding Revenue Bonds	<u>\$ 10,310,000</u>
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A summary of the Municipal Lease Agreement outstanding at September 30, 2017 follows:

Municipal lease agreement

\$2,985,314 Municipal Lease Purchase Agreement due in semi-annual installments of \$40,246

To \$122,702 through February 2028; interest at 2.82%; payable from income derived from the water and sewer enterprise fund

\$ 2,061,367

Total outstanding Municipal Lease Agreement

\$ 2,061,367



CITY OF SNYDER, TEXAS  
INTERNAL SERVICE FUND  
CENTRAL GARAGE

COMPARATIVE STATEMENT OF REVENUES, EXPENSES  
AND CHANGES IN WORKING CAPITAL

2019-2020 BUDGET

	2016-2017 Actual	2017-2018 Actual	2018-2019 Budget	2019-2020 Proposed Budget
Operating Revenues:				
Billings to Departments	384,258	401,065	397,495	453,160
Miscellaneous	2,080	5,885	119,560	119,560
Total Oper. Revenues	386,338	406,950	517,055	572,720
Operating Expenses:				
Personnel Services	74,985	42,397	70,100	73,400
Supplies	224,236	253,698	224,200	250,050
Maintenance	8,310	10,414	7,535	10,305
Services	27,400	31,233	31,420	29,645
Sundry Charges	3,167	1,498	2,180	2,000
Depreciation	48,240	65,983	62,060	87,760
Total Oper. Expenses	386,338	405,223	397,495	453,160
Operating Income or (Loss)	-	1,727	119,560	119,560
Non-Oper. Revenues:				
Gain on Sale of Asset	-	-	-	-
Total Non-Oper.	-	-	-	-
Net Income (Loss)	-	1,727	119,560	-
Cash and Cash Equivalents B-O-Y	-	-	-	-
Cash Flows from Operating Activities	60,642	62,693		
Cash Flows from Interfund Loans	136,082	410,106		
Cash Flows from Capital Activities	(196,544)	(472,799)		
Cash Flows from Investing Activities	-	-	-	
Net Increase or (Decrease) in Cash	-	-	-	
Cash and Cash Equivalents E-O-Y	-	-	-	

## BUDGET SUMMARY

Fund	Function	Department Number		
		Central Garage		80
Intergovernmental				
	Expend. Class	Actual 2017-18	Budgeted 2018-19	Proposed 2019-20
	Personnel Services	\$ 36,915	\$ 70,100	\$ 73,400
	Supplies	199,600	224,200	250,050
	Maintenance	4,995	7,535	10,305
	Services	24,390	31,420	29,645
	Sundry Charges	2,580	2,180	2,000
	Depreciation	52,790	62,060	87,760
	TOTAL ALL ACCOUNTS	<u>\$ 321,270</u>	<u>\$ 397,495</u>	<u>\$ 453,160</u>

### 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 2017-2018	BUDGETED 2018-2019	PROPOSED 2019-2020
PERSONNEL SERVICES			
680-103 OPERATIONS	24,361	45,290	46,535
680-105 LONGEVITY	73	235	295
680-106 OVERTIME	4,469	4,000	5,000
680-108 FICA EXPENSE	1,640	3,070	3,150
680-109 TMRS EXPENSE	2,778	7,140	7,065
680-110 INSURANCE EXPENSE	8,579	9,645	10,410
680-111 MEDICARE EXPENSE	384	720	735
680-112 ACCRUED COMP. ABSENCES	113	-	-
Sub Total	42,397	70,100	73,190
SUPPLIES & MATERIALS			
680-201 OFFICE SUPPLIES	624	600	600
680-203 SHOP SUPPLIES	203	1,000	500
680-204 UNIFORM & CLOTHING	2,021	1,500	1,500
680-206 MOTOR VEHICLE SUPPLIES	10	-	-
680-207 MINOR TOOLS & APPARATUS	2,600	5,000	2,500
680-208 JANITORIAL SUPPLIES	2,377	1,600	1,700
680-209 CHEMICAL & MECH. SUPPLIES	7	800	250
680-212 GAS PURCHASED	95,831	95,000	95,000
680-213 DIESEL PURCHASED	115,428	95,000	116,000
680-214 OIL PURCHASED	11,931	9,000	10,000
680-215 OTHER SUPPLIES	6,602	5,000	6,000
680-216 TIRE PURCHASES	16,063	9,700	16,000
Sub Total	253,697	224,200	250,050
MAINTENANCE OF BUILDINGS			
680-301 BUILDINGS & GROUNDS	7,310	7,000	7,000
Sub Total	7,310	7,000	7,000
MAINTENANCE OF EQUIPMENT			
680-403 EQUIPMENT	2,075	-	2,500
680-404 AUTOMOTIVE EQUIPMENT	359	-	-
680-407 SOFTWARE MAINTENANCE	670	535	805
Sub Total	3,104	535	3,305

	ACTUAL 2017-2018	BUDGETED 2018-2019	PROPOSED 2019-2020
MISCELLANEOUS SERVICES			
680-501-01 TELEPHONE	2,478	2,200	2,450
680-501-02 CELLULAR	593	630	630
680-501-03 INTERNET	3,493	3,490	3,490
680-502 RENTAL OF EQUIPMENT	2,667	3,500	1,375
680-503 INSURANCE	5,660	5,900	5,700
680-504 SPECIAL SERVICES	33	-	100
680-508 FEE BASIS SERVICES	1,845	1,700	1,900
680-511-01 ELECTRICITY	7,054	6,700	6,700
680-511-02 GAS	7,410	7,300	7,300
	<hr/>	<hr/>	<hr/>
Sub Total	31,233	31,420	29,645
SUNDRY CHARGES			
680-601 TRAINING & EDUCATION	10	600	400
680-604 WORKER'S COMP.	1,099	1,480	1,200
680-606 FREIGHT EXPENSE	390	100	400
	<hr/>	<hr/>	<hr/>
Sub Total	1,499	2,180	2,000
CAPITAL OUTLAY			
680-903 MACHINERY & OTHER EQUIP.	-	-	5,900
680-910 DEPRECIATION	65,983	62,060	87,760
	<hr/>	<hr/>	<hr/>
Sub Total	65,983	62,060	87,760
TOTAL BUDGET	405,223	397,495	452,950
* MEMORANDUM ONLY			



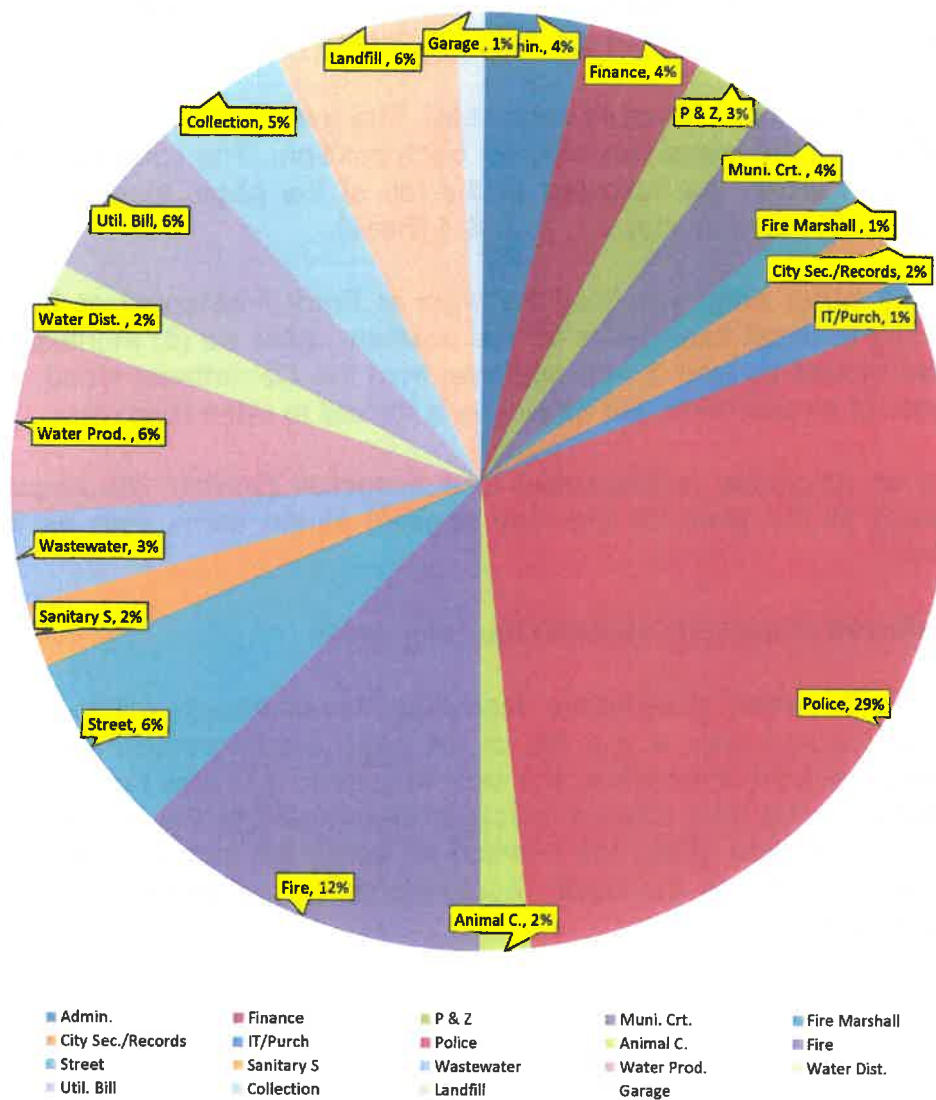
# PAY PLAN

## ADOPTED BY COUNCIL OCTOBER 1, 1999

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

- **Personnel Schedule for 2019-2020 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).
  - 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.
  - c.) **Transferred** employees maintain their 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.

# **PERSONNEL SERVICES** **Fiscal Year 2019 - 2020**



Description: This pie chart highlights the allocation among all departments for the personnel cost for Fiscal Year 2019 - 2020.

**PERSONNEL SCHEDULE  
2019-2020 BUDGET**

<b>PAY GRADE</b>	<b>POSITION</b>	<b>ACTUAL 2017-2018</b>	<b>BUDGETED 2018-2019</b>	<b>BUDGETED 2019-2020</b>
<b>ADMINISTRATION (Dept. 1)</b>				
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>
<b>FINANCE (Dept. 2)</b>				
Unclassified	Director of Finance/Treasurer	1.00	1.00	1.00
23	Human Resources/Risk Management	1.00	1.00	1.00
19	Senior Clerk	1.00	1.00	1.00
7	Laborer	1.00	0.00	0.00
		<u>4.00</u>	<u>3.00</u>	<u>3.00</u>
<b>PLANNING &amp; ZONING (Dept. 3)</b>				
27	Superintendent	1.00	1.00	1.00
26	Inspector	2.00	1.25	1.00
		<u>3.00</u>	<u>2.25</u>	<u>2.00</u>
<b>MUNICIPAL COURT (Dept. 4)</b>				
26	Dept. Head	1.00	1.00	1.00
19	Senior Clerk	2.00	2.00	2.00
		<u>3.00</u>	<u>3.00</u>	<u>3.00</u>
<b>CITY SECRETARY/RECORDS MANAGEMENT (Dept 6)</b>				
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>
<b>PURCHASING/DATA PROCESSING (Dept. 7)</b>				
26	Administrator	1.00	1.00	1.00
		<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
<b>POLICE (Dept. 16)</b>				
Unclassified	Chief	1.00	1.00	1.00
29	Lieutenant	1.00	2.00	1.00
24	Sergeant	6.00	5.00	4.00
21	Corporal	4.00	0.00	0.00
21	Field Training Officer	0.00	4.00	3.00
19	Patrolman	10.00	10.00	13.00
19	Senior Clerk	2.00	2.00	2.00
10	Clerk	1.00	1.00	1.00
		<u>25.00</u>	<u>25.00</u>	<u>25.00</u>
<b>ANIMAL CONTROL (Dept. 17)</b>				
11	Animal Warden	2.00	2.00	2.00
7	Laborer	1.00	0.00	0.00
		<u>3.00</u>	<u>2.00</u>	<u>2.00</u>

<b>FIRE (Dept. 18)</b>					
Unclassified	Chief	1.00	1.00	1.00	
21	Lieutenant	2.00	2.00	2.00	
19	Fireman	6.00	7.00	7.00	
		9.00	10.00	10.00	
<b>FIRE MARSHAL (Dept. 19)</b>					
26	Deputy Fire Marshal/Arson Investigator	1.00	1.00	1.00	
23	Deputy Fire Marshal/Deputy EMC	1.00	0.00	0.00	
		2.00	1.00	1.00	
<b>STREET (Dept. 25)</b>					
Unclassified	Public Works Director	0.10	0.10	0.10	
18	Foreman	1.00	1.00	1.00	
12	Maintenance 2	2.25	2.25	2.25	
15	Maintenance 3	3.00	3.00	3.00	
		6.35	6.35	6.35	
<b>SANITATION/COLLECTION (Dept. 30)</b>					
18	Foreman	0.50	0.00	0.00	
12	Driver Operator	5.00	5.00	5.00	
12	Maintenance 2	0.25	0.25	0.25	
		5.75	5.25	5.25	
<b>SANITATION/LANDFILL (Dept. 31)</b>					
Unclassified	Public Works Director	0.35	0.35	0.35	
18	Foreman	1.00	1.00	1.00	
15	Heavy Equipment Operator	3.00	3.00	3.00	
19	Senior Clerk	1.00	1.00	1.00	
		5.35	5.35	5.35	

**POSITIONS, LEVELS, BASE AND MAXIMUM SALARY  
FOR THE FISCAL YEAR 2019-2020**

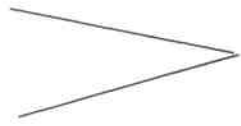
<b>TITLE</b>	<b>LEVEL</b>	<b>ENTRY</b>	<b>BASE</b>	<b>INCENTIVE PAY</b>
ADMINISTRATIVE ASSISTANT	13	3261	3564	*
ADMINISTRATOR/IT & PURCHASING	26	5103	5576	
ANIMAL CONTROL OFFICER	11	3039	3321	*
CITY SECRETARY/RECORDS MANAGEMENT	26	5103	5576	
CLERK	10	2941	3214	*
CLERK 2	14	3376	3688	
DRIVER/OPERATOR	12	3150	3441	*
FIREMAN	19	4012	4384	*
FIRE LIEUTENANT	21	4299	4698	*
FIRE MARSHALL, DEPUTY/ARSON INVGT	26	5103	5576	*
FOREMAN UTILITY	16	3616	3951	*
HEAVY EQUIPMENT OPERATOR	15	3494	3818	*
HUMAN RESOURCES/RISK MANAGEMENT	23	4604	5031	
INSPECTOR	26	5103	5576	*
MAINTENANCE 1	7	2651	2897	*
MAINTENANCE 2	12	3150	3441	*
MAINTENANCE 3	15	3494	3818	*
METER READER/REPRMN.	11	3039	3321	*
PATROLMAN	19	4012	4384	*
PLANT OPERATORS	14	3376	3688	*
POLICE FIELD TRAINING OFFICER	21	4299	4698	*
POLICE SERGEANT	24	4763	5205	*
POLICE LIEUTENANT	29	5659	6184	*
SENIOR CLERK	19	4012	4384	*
SUPERINTENDENT	27	5284	5774	*
SUPERVISOR/FOREMAN PUBLIC WORKS	18	3875	4234	*
SUPERVISOR/WATER WASTEWATER PLANTS	20	4154	4539	*

CITY MANAGER



SALARY SET BY COUNCIL

FINANCE DIRECTOR  
FIRE CHIEF  
POLICE CHIEF  
PUBLIC WORKS DIRECTOR



SALARY SET BY CITY MANAGER  
WITH APPROVAL OF COUNCIL

**BASIC PAY SCHEDULE IN MONTHLY AMOUNTS**  
**3.50 PERCENT BETWEEN LEVELS**  
**3.00 PERCENT BETWEEN STEPS 1, 2, 3 & 4**  
**1.00 PERCENT BETWEEN MERIT STEPS**  
**WITH 2.8% C.O.L. INCREASE FOR 2019-2020**

LEVEL	ENTRY 1	ENTRY 2	6 MONS.	BASE	MERIT	MERIT	MERIT	MERIT	MERIT
	1	2	3	4	5	6	7	8	
1	2,152	2,217	2,284	2,353					
2	2,228	2,295	2,364	2,435					
3	2,310	2,379	2,450	2,523					
4	2,387	2,459	2,533	2,609					
5	2,475	2,549	2,625	2,704					
6	2,560	2,637	2,716	2,797					
7	2,651	2,731	2,813	2,897					
8	2,745	2,827	2,912	2,999					
9	2,840	2,925	3,013	3,103					
10	2,941	3,029	3,120	3,214					
11	3,039	3,130	3,224	3,321					
12	3,150	3,244	3,341	3,441					
13	3,261	3,359	3,460	3,564					
14	3,376	3,477	3,581	3,688					
15	3,494	3,599	3,707	3,818					
16	3,616	3,724	3,836	3,951					
17	3,745	3,857	3,973	4,092					
18	3,875	3,991	4,111	4,234					
19	4,012	4,132	4,256	4,384	4,428	4,472	4,517		
20	4,154	4,279	4,407	4,539					
21	4,299	4,428	4,561	4,698					
22	4,447	4,580	4,717	4,859					
23	4,604	4,742	4,884	5,031					
24	4,763	4,906	5,053	5,205					
25	4,934	5,082	5,234	5,391					
26	5,103	5,256	5,414	5,576	5,632	5,688	5,745	5,802	
27	5,284	5,443	5,606	5,774	5,832	5,890	5,949		
28	5,467	5,631	5,800	5,974					
29	5,659	5,829	6,004	6,184					
30	5,859	6,035	6,216	6,402					

## 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. 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 certificates. Revocation of any certificate or license will result in a reduction in the incentive payment amount. Incentive payments can be accumulated 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
<b>Master Certificate</b>	TCLEOSE	\$100.00	Police Sergeant & Lieutenant
Advanced Certificate	TCLEOSE	\$80.00	Patrolman, Corporal & Sergeant
Intermediate Certificate	TCLEOSE	\$60.00	Patrolman & Corporal
K-9 Handler		\$250.00	K-9 Dog Handler
<b>Advanced Certificate</b>	TACA	\$60.00	Animal Warden
Animal Euthanasia Certificate	ACT	\$40.00	Animal Warden
<b>Master Certificate</b>	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
Advanced Gear Inspector Cerification	Fire Acad	\$40.00	Firefighter
EmtMgt Certificate	FEMA	\$60.00	Emergency Mgt Asst/Firefighter
<b>Wastewater Treatment Plant Operator &amp; Waterworks Operator</b>			
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)
<b>Wastewater Collection Systems Operator or Wastewater Treatment Plant Operator &amp; Waterworks Operator</b>			
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)
<b>Solid Waste Class A Letter of Completion</b>	TNRCC	\$80.00	Landfill Gate Attendant & Landfill HEO
Solid Waste Class B Letter of Completion	TNRCC	\$60.00	Landfill Gate Attendant & Landfill HEO
<b>Pesticide Applicator Certification (Mosquito)</b>	TDH	\$40.00	Public Works
Pesticide Applicator Certification (Weeds)	TDH	\$20.00	Public Works
<b>Backflow Prevention Assembly Certificate</b>	TNRCC	\$40.00	Inspector
<b>Asbestos Contractor/Supervisor Training</b>	EPA	\$40.00	Inspector, Public Works, Water & Wastewater
<b>Municipal Court Clerk 1</b>	TMCA	\$40.00	Municipal Court
Municipal Court Clerk 2	TMCA	\$80.00	Municipal Court
Municipal Court Clerk 3	TMCA	\$160.00	Municipal Court
<b>Bilingual Certificate Speaking</b>		\$20.00	Applicable Positions
Bilingual Certificate Writing		\$20.00	Applicable Positions

## BENEFIT SUMMARY FOR FISCAL YEAR 2019-2020

- **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. An employee who has not used any of the twelve sick days during a fiscal year will earn 3 Bonus 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. A fire department employee who has not used any of the 6 shifts during a fiscal year will earn 1 ½ Bonus Vacation days.

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 \$5.00 per month in longevity pay for each year the employee works for the City.
- **Health & Life Insurance.** The City provides health and life Insurance for all full-time employees. Life amount is \$10,000 per employee.
- **Retirement.** The City contributes to the Texas Municipal Retirement System for each employee at a ratio of 2:1. The employee contributes 7% of salary. The City updates service credit on an annual basis.
- **Holidays.** The City observes 15 paid holidays during the year as listed below:  
(The Firemen receive 7 ½ paid holiday shifts.)

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

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



## UNCLASSIFIED SALARY STRUCTURE

For Fiscal Year 2019-2020

Title	Monthly Salary
City Manager	<div><div>\$12,463.00</div><div><div></div><div>City Vehicle</div></div><div><div></div><div>\$12,463.00</div></div></div>
Director of Finance/Treasurer	<div><div>\$7,853.00</div></div>
Police Chief	<div><div><div>\$7,648.00</div><div>\$60.00 Clothing Allowance</div></div><div><div></div><div>City Vehicle</div></div><div><div></div><div>\$7,708.00</div></div></div>
Fire Chief	<div><div><div>\$7,311.00</div><div>\$30.00 Clothing Allowance</div></div><div><div></div><div>City Vehicle</div></div><div><div></div><div>\$7,341.00</div></div></div>
Public Works Director	<div><div><div>8,546.00</div></div><div><div></div><div>City Vehicle</div></div><div><div></div><div>\$8,546.00</div></div></div>



**Administration Department - Dept. 01**[illegible]

**Finance Department - Dept. 02**

<b>TOTAL</b>	<b>\$0</b>	<b>\$4,200</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
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**CAPITAL OUTLAY IN GENERAL FUND**  
**NEXT 5 YEARS**  
**Planning & Zoning Department - Dept. 03**

Description	2020	2021	2022	2023	2024
PC & Monitor 4-1 (Zach)	\$	\$	\$ 1,400	\$	\$
PC & Monitor 4-2 (Vick)			1,400		
Desks and Files					
2011 Ford PU 3-02					25,500
2015 Ford PU 3-05 (Vick)		25,500			
2014 PU 3-01 (Zach)	27,000				
TOTAL	\$27,000	\$25,500	\$2,800	\$0	\$25,500

**CAPITAL OUTLAY IN GENERAL FUND**  
**NEXT 5 YEARS**  
**Municipal Court Department - Dept. 04**

Description	2020	2021	2022	2023	2024
PC & Monitor (Warrant Clerk)	\$	\$1,400	\$	\$	\$
PC & Monitor (Docket Clerk)			1,400		
PC & Monitor (Court Admin)		1,400			
PC & Monitor (Court)				1,400	
Laptop	1,000				1,000
Scanner (Court)				1,500	
Scanner (Court Admin)				1,500	
Scanner (Docket Clerk)	1,500				
PC & Monitor (Judge)				1,400	
Scanner (Warrant Clerk)	1,500				
Expensed out of Municipal Court Technology Fund - Fund 14					
TOTAL	\$4,000	\$2,800	\$1,400	\$5,800	\$1,000

## CAPITAL OUTLAY IN GENERAL FUND

## NEXT 5 YEARS

**Community Service - Dept. 05**[illegible]

**CAPITAL OUTLAY GENERAL FUND**  
**NEXT 5 YEARS**  
**City Secretary/Records Management - Dept. 06**

Description	2020	2021	2022	2023	2024
Printer - HP 4700DTN	\$	\$	\$	\$	\$
PC & Monitor (Records)				1,400	
PC & Monitor (City Sec.)	1,400				1,400
Shredder			4,800		
Laserfiche Equipment					
Laserfiche Server				7,500	
Laserfiche Scanner			1,700		
Laserfiche Storage Array		5,000			
TOTAL	\$1,400	\$5,000	\$6,500	\$8,900	\$1,400



**CAPITAL OUTLAY GENERAL FUND**  
**NEXT 5 YEARS**  
**Purchasing/Information Technology - Dept. 07**

Description	2020	2021	2022	2023	2024
PC & Monitor	\$	\$	\$1,500	\$	\$
PC & Monitor (PEG Channel)				3,600	
Air Conditioner					5,000
Terminal & Incode Servers					18,000
Dell Port Switch		2,500			
Barcode Printing & Scanner					
Radios ( WAN Network)		5,000			
Desk	1,500				
TOTAL	\$1,500	\$7,500	\$1,500	\$3,600	\$23,000

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

Description		2020	2021	2022	2023	2024
2013 Chev PU 16-01	SRO	\$	\$	\$ 35,000	\$	\$
2016 Ford F150 1602-16	Pat			35,000		
2013 Chev PU 16-03	SRO				35,000	
2016 Ford Explorer 16-04	Pat					35,000
2015 Chev Tahoe 16-05	Pat		35,000			
2016 Chev Tahoe 1606-16	Pat			35,000		
2014 Chev Tahoe16-07	Pat	35,000				
2014 Chev Tahoe16-08	Pat	35,000				
2012 Chev Tahoe 16-09	Pat					35,000
2012 Chev PU 16-11	Lt					35,000
2014 Chev PU 16-12	Com. Serv					
2012 Chev Tahoe 16-13	Pat					
2017 Ford Explorer 16-15	Pat					
2016 Chev Tahoe 16-16	Pat				35,000	
2016 Ford Explorer 16-17	Pat					
2013 Chev Tahoe 16-19	Pat	35,000				
2015 Chev Tahoe 16-20	Pat				35,000	
2015 Chev Tahoe 16-21	Pat		35,000			
2015 Chev Tahoe 16-22	Pat		35000			
2015 Chev Thaoe 16-23	Pat				35,000	
Deluxe Consoles		3,600	3,600	3,600	3,600	3,600
L3 Camera		7,000	7,000	7,000	7,000	7,000
L3 Camera		7,000	7,000	7,000	7,000	7,000
L3 Camera		7,000	7,000	7,000	7,000	7,000
Portable Radio						
Body Armor						11,500
Misc. Vehicle Equipment		15,000	15,000	15,000	15,000	15,000
Radars		6,200	6,200	6,200	6,200	6,200
Light Bars		7,500	7,500	7,500	7,500	7,500
P.C. System		5,000	5,000	5,000	5,000	5,000
Server						
Digital Camera						
Tasers			3,000	3,000	3,000	3,000
K-9						
L-3 Server Download				5,000		
Incode						
Evidence Drying Cabinet						
Office Furniture						
Ice Machine		4,000				
<b>TOTAL</b>		<b>\$167,300</b>	<b>\$166,300</b>	<b>\$171,300</b>	<b>\$201,300</b>	<b>\$177,800</b>

## CAPITAL OUTLAY IN GENERAL FUND

## NEXT 5 YEARS

**Animal Control Department - Dept. 17**

Description		2020	2021	2022	2023	2024
2009 Ford P.U. 17-01	Gutierrez	\$ 35,000	\$	\$	\$	\$
2016 Ford P.U.	Molina			35,000		
2002 Animal Transport Mod.	17-01					
2007 Animal Transport Mod.	17-02					12,500
Weighing Scales			1,000			
Versa Cage						
Small Animal Cage						
Office Building						
Parking Lot						
Roof						
Soffit						
Cat Cages						
Steam Cleaner						
Electric Gate						
Washer & Dryer						
I.P.C. System						
Tranquilizer Rifle						
Riding Lawnmower						
Noise Baffle System						1,200
Refrigerator						
Handheld Radio (2)						
Mobile Radio (2)						5,000
L-3 Body Cameras (2)						
PC & Monitor		1,400				
TOTAL		\$36,400	\$1,000	\$35,000	\$0	\$18,700

# CAPITAL OUTLAY IN GENERAL FUND

## NEXT 5 YEARS

Fire Department - Dept. 18

Page 1

Description		2020	2021	2022	2023	2024
2012 Ford F250 18-01	Westmoreland	\$	\$	\$	\$	\$
2007 CAFS 18-02						
2001 GMC Engine 18-04					430,000	
2004 American 18-06						
2013 Engine 18-03						300,000
2003 Mack 18-08						
2015 Ford P.U. 18-09	Hines			47,000		
2002 F450 18-07			235,000			
1994 KME Engine 18-11						
2010 Ford P.U. 18-12						
2008 Ford P.U. 18-15	Station					
2006 Chevrolet SUV 18-19	Emer. Mgmt.					
AirPaks (4)		27,000		28,000		30,000
SCBA Cylinders		4,800		7,000		7,000
Pagers (6)		3,600		6,000		6,500
Training Facility						
Roof on Building						
Overhead Doors			15,000			
Chemical Suits		4,800				
Radio Upgrade				3,000		5,500
Jaws of Life		49,200				
Breathing Air Compressor						
Exhaust fans		2,400		5,000		
Generators port. & EOC						
Ventilation Saw				2,500		
Flow Tester			2,000	14,000		
500 PSI Hose Tester						
Portable Generator		3,200				4,600
Telephone System						
Evaporative Coolers (3)		2,300		2,300		
Shop Air Compressor (2)						1,600
Table & Chairs (Classroom)						
Engine Room Heaters						8,000
Roof Repairs			15,000			
Multimedia Projector						
Ice Machine & Cleaner						
Carpet						
Emerg. Lighting 18-01						5,000
Simplex Locks						1,500

**NEXT 5 YEARS**  
**Fire Department - Dept. 18**

Page 2

Description		2020	2021	2022	2023	2024
Air Cond. Day Room						
Air Cond. Dispatch						
Bedroom Mattresses						
Pressure Washer						
Dump Tank		2,400				
Gas Monitors		7,000			5,000	
Exercise Equipment						
Rescue Hose & Reel						
Hurst Lifting Bags					9,000	
Jaws Engine						
TIG Welder						
Gas Heater			2,200			
Laptop						
SCBA Fill Cabinet						
Co Detector						
New Vehicle Outfitting						
Plasma Cutter						
Building Improvements		15,000				
Audio System for Training						
Additional Station Heaters						
EOC Construction/Renovation						
AED's (5)						
Dispatch Renovation						
SCBA Work Units (4)						
Office Computers (6)			7,000		7,000	
EOC Computers (13)						
Covered Parking						
Iscrub Floor Cleaner				7,500		
A/C Day Room						
Rolling Tool Chest						
Emergency Lighting Upgrade	E-2	2,700				
Emergency Lighting Upgrade	C-2	2,700				
Hydrostatic Tester						
Akron Monitor		10,000				
Rescue Lifting Bags (set)						
Wildland Fire Pumps (2)		6,900				
<b>TOTAL</b>		<b>\$144,000</b>	<b>\$276,200</b>	<b>\$122,300</b>	<b>\$451,000</b>	<b>\$ 369,700</b>

# CAPITAL OUTLAY IN GENERAL FUND

## NEXT 5 YEARS

### Street Department - Dept. 25

Description	2020	2021	2022	2023	2024
2000 GMC P.U. 25-24	\$	\$	\$	\$	\$
2004 Chevy P.U. 25-42					
2009 Ford P.U. 25-05					
2015 Ford P.U. 142506					30,000
2016 Ford P.U. 152528					
2017 Freightliner 1145D Dumptruck 14yd					
2017 Freightliner M2106 Dumptruck 6yd					
2018 Freightliner 1145D Dumptruck 14yd					
1995 Peterbilt Water Truck 25-48					
2008 Ford Roll-Off Truck 25-31			110,000		
1995 KW Truck 25-23				60,000	
2002 Superior Broom 25-32		65,000			
2017 Tymco 600 Sweeper				210,000	
2015 Eager Beaver Lowboy					
2013 CAT 930K Loader 132521					
1981 953 Trk Lodr. 25-15	280,000				
2016 CS56B Vibratory Compactor					
1991 Hamm Compactor 25-01		185,000			
2007 New Holland DT95D 25-45		50,000			
2009 Case 95 25-30		57,000			
2014 John Deere 5100E 142527					55,000
2016 John Deere Tractor 1605E					
2006 John Deere DR1908 Shredder					
Bushhog 2615L1 Shredder		20,000			
2014 Bushhog 3815-2 Shredder					
2017 Elite Cargo Trailer					
Swenson spreader					
2014 Clarke Mosquito Fogger 25-40					12,000
2014 Clarke Mosquito Fogger 25-22					12,000
2-Way Radios	3,000		1,500		
Asphalt Zipper					
20 Yard Roll Off Containers					
Laptop					
Water Tank					
Tandem Vibratory Roller	50,000				
PC & Monitor					
Water Truck					
Culvert Cleaner	4,000				
Handheld Radio (2)	1,800				
<b>TOTAL</b>	<b>\$338,800</b>	<b>\$377,000</b>	<b>\$111,500</b>	<b>\$270,000</b>	<b>\$109,000</b>

## CAPITAL OUTLAY IN SANITATION FUND

## NEXT 5 YEARS

## Sanitation Collection - Dept. 30

Description		2020	2021	2022	2023	2024
2017 F250 173016		\$	\$	\$	\$ 30,000	\$
2019 Freightliner 108SD						
2013 Freightliner 108SD						
2013 Freightliner 108SD			190,000			
2014 Freightliner 108SD				190,000		
2015 Freightliner 108SD					190,000	
2016 Freightliner 108SD						190,000
2017 Freightliner 108SD						
3 Yd. Dumpsters		40,000	40,000	40,000	40,000	30,000
4 Yd. Dumpsters		10,000		10,000		6,000
Matra 2 Way Radio						
Pallet Jack				1,500		
Motorola Radio Replacement						
Recycling Bin						
2016 Texas Bragg Utility Trailer						
Roll Off Containers (6)						
TC Series Crane						
Shop/Hoist/Inventory/Fuel						
Awning/Power Lines Move						
TOTAL		\$50,000	\$230,000	\$241,500	\$260,000	\$226,000

# CAPITAL OUTLAY IN SANITATION FUND

## NEXT 5 YEARS

### Sanitation Landfill - Dept. 31

Page 1

Description		2020	2021	2022	2023	2024
2019 F-250 31-01	Torres	\$	\$	\$	\$	\$
2011 Chevy 2500 31-03				36,000		
2014 F250						
2016 Chevy 2500						
1998 Fritliner Water Trk 31-22						
1998 140H Cat. Grader 31-13						
2015 623K Cat Scraper		925,000				825,000
2016 D6R Cat Dozer 31-25			404,000			
2017 826K Cat Compactor				775,000		
2017 Cat Skid Steer 299D2						
2014 John Deere Loader 31-23						120,000
2017 Vermeer Chipper BC1500						47,000
2000 Multi-Equip Pump 31-21						
2007 Godwin Pump						
2017 Washer/Utility Trailer						
2006 PJ Dump Trailer						
Big Tex Utility Trailer						
2006 Trailer/Welder						
Service Building						
Office Furniture			1,000			
Lenovo PC350 466DX-2						
Lenovo PC350 P166 16MB 1.6MB					1,600	
Lenovo Thinkcenter						
Back-up PC						
Air Compressor			4,500			
Diesel Pump						
Radiation Monitor						
Metal Building						
Fence for Lanfill						
Texas Gas Analyzer						
Remote Control Transmitter						
Radio for Scraper						1,500
Groundwater Sampling System				60,000		
Portable Air Compressor						
Cell 4A					1,500,000	
2 Channel 40W Radio		1,200				
Ice Machine						
Hoist for Building						
Cell Expansion		150,000				



**NEXT 5 YEARS**  
**Sanitation Landfill - Dept. 31**

Page 2

Description		2020	2021	2022	2023	2024
Drainage Improvements		\$	\$	\$	\$	\$
Software						
Awning						
PC & Monitor						
Mac Laptop		1,800				
Sitech Software		100,000				
TOTAL		\$1,178,000	\$409,500	\$871,000	\$1,501,600	\$993,500

**NEXT 5 YEARS**  
**Sanitary Sewer - Dept. 35**

Description	2020	2021	2022	2023	2024
2016 Freightliner 108SD Combo	\$	\$	\$	\$	\$
2003 Sreco Sewer Cleaner 35-01		400,000			
1996 16 ft. Utility Trailer 35-08					4,000
1997 Gas Monitor/Detector			3,400		
Hydraulic Pump				3,500	
2003 3" Vermeer Mole					
2" Vermeer Mole					3,500
Sewer Camera					
550 Vermeer Vectron 35-02					
Laptop				1,400	
5 Headsets/Charge Station					
Sewer Line Replacement	500,000				
TOTAL	\$500,000	\$400,000	\$3,400	\$4,900	\$7,500

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

Description	2020	2021	2022	2023	2024
2013 Ford F150	\$	\$34,000	\$	\$	\$
Belt Press					
Gas Detector					
Fecal Coliform Kit		3,500			
Desktop Prog. Incubator					
Honda Pump					
Dissolved Oxygen Meter		2,500			
Dissolved Oxygen Probe					
Oxygen Portable Meters					
Office Furniture			1,000		
Muffle Furnace (2)				4,000	
Adams Compact II Centri.			2,000		
Desicator Cabinet				2,000	
Water Analysis Thermometer					
Millipore Desktop Incubator					
Aeration System					
3700 Sampler					
AC Power Converter					
Battery Charger for Generator					
Office Equipment					
Turf Ranger Lawn Mower		9,500			
Rebuild College Lift Station					
Generator at College LS					
Generator at Industrial LS					
Mower SCAG (Tiger Cat)					
Transfer Switch @ WWT Plant					
Carousel Gear Boxes (2)					
30 HP Pump	28,000				27,000
20 HP Pump			19,000		
7.5 HP Pump			10,000		
5 HP Pump				7,500	
Rolloff					
Clarifier Overhaul Barscreen Repl.					
Clarifiers					
Lab Cabinets					
Industrial Lift					
Sludge Conveyor					
<b>TOTAL</b>	<b>\$28,000</b>	<b>\$49,500</b>	<b>\$32,000</b>	<b>\$13,500</b>	<b>\$27,000</b>

# CAPITAL OUTLAY IN WATER & SEWER FUND

## NEXT 5 YEARS

### Water Production - Dept. 74

Description	2020	2021	2022	2023	2024
2016 Chevrolet 2500	\$	\$	\$ 30,000	\$	\$
2012 Chevrolet P.U. 74-06					
Chlorine Disinfection					
250,000 Gal. Ground Storage Tank					
Hach Turbidimeter					8,000
Air Compressor					
Hoist					
Mettler H310 Balance					8,000
Oxygen Meter				3,000	
Wallace & Tiernan Chlorinators					
Hach One PH Meter Portable		1,500			
Capital Chloride Analyzer		4,000			
2100N Turbidimeter		9,000			
PC & Monitor	1,400		1,400		
PC & Monitor				1,400	
Apple Ipad Air (2)	1,400			1,400	
Chemical Metering Pumps (4)					
Turbidity Analyzers (2)	14,000				10,000
Turbidity Sensors			8,000		
Hach AT1122 Analyzer Lab					
Backup Generator/Water Plant					
Transfer Switch for Generator					
Monochlorine Analyzer					
Chlorinators					
Lab Cabinets/Equipment					
Pump #4 @ H.S.					
Pump #1 @ H.S.	115,000	115,000	115,000	115,000	115,000
Shop				50,000	
HVAC Unitg					
Improvements to WTP					
Backwash/Recycle Pump					
Backwash Waste Pump					
Booster Station Scales					
VFD #4	16,000				
VFD/Cooling Unit #4	4,000				
VFD #1		16,000			
VFD/Cooling Unit #1		4,000			
<b>TOTAL</b>	<b>\$151,800</b>	<b>\$149,500</b>	<b>\$154,400</b>	<b>\$170,800</b>	<b>\$141,000</b>

# CAPITAL OUTLAY IN WATER & SEWER FUND

## NEXT 5 YEARS

### Water Distribution - Dept. 75

Description	2020	2021	2022	2023	2024
2008 Sterling Service Truck 75-01	\$	\$	\$	\$	\$
2011 Ford Dump Truck 75-03		100,000			
2012 JD Backhoe 75-05			120,000		
2014 310SK JD Backhoe					120,000
2014 F450 Service Truck 75-08				75,000	
2013 F250 137515			34,000		
2015 Case Fortlift					
2017 Sterling Dump Truck					
2" Hammer Mole				3,500	
Honda Portable Generator					
Mot. 2-Way 4Ch. Radio					
Compaction Wh. for Backhoe					
I.R. Air Tamper	1,600				
Stanley Trash Pump			3,500		
K-7500 Ridgid Machine					
Poulan 614 Cut Off Saw		1,500			
Paving Breaker					
Fisher Pipe & Cable Locator					
14" Air Chop Saw					
16" Air Chain Saw	11,000				
16' Utility Trailer					
Wachs Trash Pump (Hydraulic)	4,000		3,500		
Wachs Portable Power Gen.					
I.R. Air Compressor			3,500		
Metal Detector					1,500
Hydraulic Cut-Off Saw		1,500			
I.R. Paving Breaker					
Water Line Replace:					
In House	100,000	100,000	100,000	100,000	100,000
Contract					
Grant					
TCDP Grant					
Walk-Behind Concrete Saw		5,000			
Valve Insertion Machine					
PC & Monitor					
Valve Exercise Machine/GPS	65,000				
<b>TOTAL</b>	<b>\$181,600</b>	<b>\$208,000</b>	<b>\$264,500</b>	<b>\$178,500</b>	<b>\$221,500</b>

## CAPITAL OUTLAY IN WATER & SEWER FUND

## NEXT 5 YEARS

**Utility - Dept. 76**

Description		2020	2021	2022	2023	2024
2013 Ford F-150 76-02		\$	\$	\$	\$22,000	\$
2018 Silverado 76-04				22,000		
PC - Counter				1,400		
PC - Drive In					1,400	
PC - Clerk		1,400				1,400
PC - Clerk				1,400		
PC - Clerk					1,400	
PC - Foreman					1,400	
PC - Dept. Head			1,400			
Receipt Printer (Counter)		1,250			1,250	
Receipt Printer (Drive)						
Tube System			9,000			
Radio Base Station						
Cash Drawers (2)						
Bar Scanners (2)					1,150	
Night Deposit		3,500				
Online Billing						
Vehicle Radios (2)						.
HP Laserjet Printer				2,200		
Neptune Server						8,000
Desks (3)						
Scanners (2)				3,000		
TOTAL		\$6,150	\$10,400	\$30,000	\$28,600	\$9,400

**CAPITAL OUTLAY IN INTERNAL SERVICE FUND**  
**NEXT 5 YEARS**  
**Garage Department - Dept. 80**

Description	2020	2021	2022	2023	2024
Lincoln Welder 80-05	\$	\$	\$	\$ 5,000	\$
20 T Bottle Jack					
20 T Floor Jack					
Fuel Management System				4,300	
Air Jack			1,000		
Ice Machine		3,000			
Truck Air Jack/Stand					
Furnace					
Oil Filter Crusher					
PC & Monitor			1,000		
Hot Water Washer					
Fence					
Fence Separation					
Hoist Support					
Gas Pumps & Installation			10,000		
Air Comp. (Shop)					
Hose Reel (2)					
4 Ton Porta Power					
Arc Welder					
1991 Hyster Forklift					
Automatic Tank Fuel Gauges					
Shop/5 Ton Hoist					
Laptop				1,400	
Office/Personnel/Training Fac.					
Washbay Facility					
Awning					
Digital Pressurized Line Leak Detection					
Warehouse Shelves					
Base Station - Radio	3,000				
Handheld Radio	900				
Cameras	2,000				
<b>TOTAL</b>	<b>\$5,900</b>	<b>\$3,000</b>	<b>\$12,000</b>	<b>\$10,700</b>	<b>\$0</b>





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<br>Administration and direction.   |
| 102 | Clerical<br>Clerical services or services of that nature.  |
| 103 | Operations<br>Services including policemen, firemen, plant operators and other full-time personnel.  |
| 104 | Maintenance<br>Maintenance services including street, sanitation sewer, etc.   |
| 105 | Longevity<br>Additional pay based on years of service.   |
| 106 | Overtime   |
| 107 | Part-time<br>Employees who work less than 40 hours per week or employees who are full-time for the summer months only.   |
| 108 | FICA<br>City share of contribution to the Social Security System.  |
| 109 | TMRS<br>City share of contribution to the Texas Municipal Retirement System.   |
| 110 | Insurance Expense<br>Includes life insurance, hospitalization, medical, surgical and major medical insurance coverage. City share of contribution to the Insurance System. |
| 111 | Medicare Expense<br>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
<b>400 – 499</b>	<b><u>MAINTENANCE OF EQUIPMENT, MACHINERY, TOOLS &amp; INSTALLATION</u></b>
	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 of 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 \$100 or more should be classified as Capital Outlay, while items costing less than \$100 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.

910 Depreciation Expense

Classification of Expenditures by Program or Project.

An account number will be assigned to a program or project and all expenditures related to the project will be charged to this account number. Expenditures charged to a program

or project will apply to special funds and projects only and will not apply to City Departmental budgets.



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

	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
<b>Governmental activities</b>										
Net investment in capital assets										
Restricted	\$ 2,705,813	\$ 2,662,052	\$ 2,705,813	\$ 2,932,876	\$ 3,126,495	\$ 3,241,249	\$ 3,717,131	\$ 3,779,532	\$ 4,314,365	\$ 4,336,707
Unrestricted	28,940	38,875	28,940	-	-	63,556	82,633	112,347	171,441	255,987
	5,496,272	5,269,815	5,496,272	6,057,594	6,842,848	7,896,426	5,893,694	5,621,007	4,033,394	4,430,135
Total governmental activities net position	\$ 8,231,025	\$ 7,970,742	\$ 8,231,025	\$ 8,990,470	\$ 9,969,343	\$ 11,201,231	\$ 9,693,458	\$ 9,512,886	\$ 8,519,200	\$ 9,022,829
<b>Business-type activities</b>										
Net investment in capital assets										
Unrestricted	\$ 10,405,374	\$ 10,278,269	\$ 10,405,374	\$ 10,174,101	\$ 10,384,788	\$ 12,112,688	\$ 13,620,030	\$ 14,849,708	\$ 12,852,474	\$ 13,388,214
	2,820,996	2,931,718	2,820,996	4,259,152	3,851,239	2,367,658	(348,277)	(1,618,150)	88,828	(370,582)
Total business-type activities net position	\$ 13,226,370	\$ 13,209,987	\$ 13,226,370	\$ 14,433,253	\$ 14,236,027	\$ 14,480,346	\$ 13,271,753	\$ 13,231,558	\$ 12,941,302	\$ 13,017,632
<b>Primary government</b>										
Net investment in capital assets										
Restricted	\$ 13,111,187	\$ 12,940,321	\$ 13,111,187	\$ 13,106,977	\$ 13,511,283	\$ 15,353,937	\$ 17,337,161	\$ 18,629,240	\$ 17,166,839	\$ 17,724,921
Unrestricted	28,940	38,875	28,940	--	--	63,556	82,633	112,347	171,441	255,987
	8,317,268	8,201,533	8,317,268	10,316,746	10,694,087	10,264,084	5,545,417	4,002,857	4,122,222	4,059,533
Total primary government net position	\$ 21,457,395	\$ 21,180,729	\$ 21,457,395	\$ 23,423,723	\$ 24,205,370	\$ 25,681,577	\$ 22,965,211	\$ 22,744,444	\$ 21,460,502	\$ 22,040,461

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

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

Expenses	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
<b>Governmental activities:</b>										
General government	\$ 1,175,111	\$ 1,462,938	\$ 1,613,685	\$ 1,584,187	\$ 1,851,500	\$ 1,879,404	\$ 2,347,070	\$ 2,252,281	\$ 2,477,557	\$ 2,193,133
Public safety	2,557,987	2,889,310	3,334,049	3,262,081	3,378,246	3,691,936	3,634,361	4,207,512	4,011,884	3,780,316
Public works	829,240	988,021	1,057,328	1,074,849	1,197,706	902,713	1,230,913	1,061,527	1,521,418	1,203,857
Culture and recreation	269,714	249,666	330,846	409,941	433,360	432,968	438,425	355,908	409,911	495,243
Total governmental activities expenses	4,832,052	5,589,935	6,335,907	6,331,058	6,860,812	6,907,021	7,650,769	7,877,228	8,420,770	7,672,549
<b>Business-type activities:</b>										
Water and sewer	4,202,249	4,453,234	4,840,082	5,359,047	5,959,164	6,570,359	6,686,015	7,019,673	6,983,993	6,651,852
Sanitation	2,185,031	2,143,949	2,478,742	2,473,142	2,678,390	2,409,061	2,811,828	2,948,316	2,913,815	2,822,241
Interest expense	159,896	139,842	55,728	147,973	214,530	435,359	500,505	484,479	465,003	445,076
Total business-type activities expenses	6,547,176	6,737,025	7,374,552	7,980,162	8,852,084	9,414,779	9,998,348	10,452,468	10,362,811	9,919,169
<b>Total primary government expenses</b>	<b>\$ 11,379,228</b>	<b>\$ 12,326,960</b>	<b>\$ 13,710,459</b>	<b>\$ 14,311,220</b>	<b>\$ 15,712,896</b>	<b>\$ 16,321,800</b>	<b>\$ 17,649,117</b>	<b>\$ 18,329,696</b>	<b>\$ 18,783,581</b>	<b>\$ 17,591,718</b>
<b>Program Revenues</b>										
<b>Governmental activities:</b>										
Charges for services:										
General government	\$ 881,765	\$ 694,770	\$ 1,050,803	\$ 1,034,499	\$ 1,278,267	\$ 1,357,010	\$ 1,580,185	\$ 1,477,484	\$ 1,374,720	\$ 1,847,090
Public safety	64,408	102,716	110,432	107,594	108,867	108,421	143,898	158,744	149,967	162,808
Public works	-	-	-	-	-	-	-	-	-	-
Culture and recreation	-	-	-	-	-	-	-	-	-	-
Other activities	-	-	-	-	-	-	-	-	-	-
Operating grants and contributions	80,124	93,355	88,371	127,482	328,534	125,681	142,942	134,256	131,150	108,519
Capital grants and contributions	-	-	-	496,536	-	23,000	23,000	-	-	-
<b>Total governmental activities program revenues</b>	<b>\$ 1,026,297</b>	<b>\$ 890,841</b>	<b>\$ 1,249,606</b>	<b>\$ 1,766,111</b>	<b>\$ 1,715,668</b>	<b>\$ 1,614,112</b>	<b>\$ 1,890,025</b>	<b>\$ 1,770,484</b>	<b>\$ 1,655,837</b>	<b>\$ 2,118,417</b>
<b>Business-type activities:</b>										
Charges for services:										
Water and sewer	\$ 4,323,192	\$ 4,642,289	\$ 5,397,767	\$ 6,023,918	\$ 5,999,504	\$ 6,592,796	\$ 6,601,615	\$ 6,908,227	\$ 7,150,421	\$ 7,147,397
Sanitation	1,991,976	2,018,784	2,251,576	2,312,820	2,680,803	2,852,578	2,779,075	2,765,491	2,722,754	2,503,496
Operating grants and contributions	400	-	-	-	-	-	-	-	-	-
Capital grants and contributions	-	27,000	252,092	37,908	-	-	23,740	516,708	23,393	-
<b>Total business-type activities program revenues</b>	<b>6,315,568</b>	<b>6,688,073</b>	<b>7,901,435</b>	<b>8,374,646</b>	<b>8,680,307</b>	<b>9,445,374</b>	<b>9,404,430</b>	<b>10,190,426</b>	<b>9,896,568</b>	<b>9,650,893</b>
<b>Total primary government program revenues</b>	<b>\$ 7,341,865</b>	<b>\$ 7,578,914</b>	<b>\$ 9,151,041</b>	<b>\$ 10,140,757</b>	<b>\$ 10,395,975</b>	<b>\$ 11,059,486</b>	<b>\$ 11,294,455</b>	<b>\$ 11,960,910</b>	<b>\$ 11,552,405</b>	<b>\$ 11,769,310</b>

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

	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
<b>Net (expense) revenue</b>										
Governmental activities	\$ (3,805,755)	\$ (4,699,094)	\$ (5,086,301)	\$ (4,564,947)	\$ (5,145,144)	\$ (5,292,909)	\$ (5,760,744)	\$ (6,106,744)	\$ (6,764,929)	\$ (5,554,133)
Business-type activities	(231,608)	(48,952)	526,883	394,484	(171,777)	30,595	(593,918)	(262,042)	(466,243)	(268,275)
<b>Total primary government net expense</b>	<b>\$ (4,037,363)</b>	<b>\$ (4,748,046)</b>	<b>\$ (4,559,418)</b>	<b>\$ (4,170,463)</b>	<b>\$ (5,316,921)</b>	<b>\$ (5,262,314)</b>	<b>\$ (6,354,662)</b>	<b>\$ (6,368,786)</b>	<b>\$ (7,231,172)</b>	<b>\$ (5,822,408)</b>
<b>General Revenues and Other Changes in Net Position</b>										
Governmental activities:										
Taxes										
Property taxes	\$ 1,416,014	\$ 1,499,673	\$ 1,667,672	\$ 1,761,229	\$ 1,895,078	\$ 1,961,319	\$ 2,173,091	\$ 2,447,999	\$ 2,414,445	\$ 2,437,856
Sales taxes	1,888,290	1,951,708	2,375,209	2,511,844	3,069,630	3,255,941	2,710,301	2,000,496	2,031,217	2,375,541
Franchise taxes	753,814	699,926	842,262	757,649	758,122	816,773	778,439	742,578	745,505	763,172
Alcoholic beverage	8,007	6,112	5,384	5,359	11,903	12,082	11,461	9,595	12,191	24,981
Hotel/motel occupancy taxes	280,544	259,601	327,731	371,089	435,612	432,968	439,227	352,564	409,911	495,243
Investment earnings	41,632	21,791	23,901	23,223	24,677	24,012	49,732	44,837	61,524	118,708
Gain on sale of capital assets	(1,991)	-	(1,479)	(98)	4,977	21,702	-	142,008	35,000	1,328
Miscellaneous	-	-	-	-	-	-	9,408	186,096	61,449	9,700
<b>Total governmental activities</b>	<b>4,386,310</b>	<b>4,438,811</b>	<b>5,240,680</b>	<b>5,430,295</b>	<b>6,199,999</b>	<b>6,524,797</b>	<b>6,171,659</b>	<b>5,926,173</b>	<b>5,771,242</b>	<b>6,226,529</b>
Business-type activities:										
Investment earnings	39,235	33,311	31,296	13,206	14,588	55,934	60,969	47,092	38,125	69,351
Miscellaneous	19,179	-	1,456	171,424	4,300	249,106	185,000	27,455	81,162	241
Gain on sales of capital assets	58,414	32,570	32,752	184,630	18,888	305,040	245,969	147,300	56,700	347,500
<b>Total business-type activities</b>	<b>\$ 4,444,724</b>	<b>\$ 4,471,381</b>	<b>\$ 5,273,432</b>	<b>\$ 5,614,925</b>	<b>\$ 6,218,887</b>	<b>\$ 6,829,837</b>	<b>\$ 6,417,628</b>	<b>\$ 6,148,020</b>	<b>\$ 5,947,229</b>	<b>\$ 6,643,621</b>
<b>Change in Net Position</b>										
Governmental activities	\$ 580,555	\$ (260,283)	\$ 154,379	\$ 865,349	\$ 1,054,855	\$ 1,231,888	\$ 410,915	\$ (180,571)	\$ (993,687)	\$ 672,396
Business-type activities	(173,194)	(16,382)	559,635	579,114	(152,889)	335,635	(347,949)	(40,195)	(290,256)	148,817
<b>Total primary government</b>	<b>\$ 407,361</b>	<b>\$ (276,665)</b>	<b>\$ 714,014</b>	<b>\$ 1,444,463</b>	<b>\$ 901,966</b>	<b>\$ 1,567,523</b>	<b>\$ 62,966</b>	<b>\$ (220,766)</b>	<b>\$ (1,283,943)</b>	<b>\$ 821,213</b>

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

	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018 *
<b>General Fund</b>										
Nonspendable	\$ 232	\$ 232	\$ 232	\$ 233	\$ 230	\$ 67	\$ 833	\$ 696	\$ 574	\$ 460
Restricted	-	-	-	-	-	64	79	61	57	65
Committed	-	-	-	-	251	506	400	295	290	290
Unassigned	4,114	3,921	4,574	5,518	6,328	7,623	7,077	7,183	6,080	6,797
Total general fund	<u>\$ 4,346</u>	<u>\$ 4,153</u>	<u>\$ 4,806</u>	<u>\$ 5,751</u>	<u>\$ 6,809</u>	<u>\$ 8,260</u>	<u>\$ 8,389</u>	<u>\$ 8,235</u>	<u>\$ 7,001</u>	<u>\$ 7,612</u>
<b>All other governmental funds</b>										
Restricted							\$ 3	\$ 51	\$ 114	\$ 191
Unreserved, reported in:								(3)	(4)	(4)
Special revenue funds	\$ 29	\$ 39	\$ -	\$ -	\$ (1)	\$ (1)	-	-	-	-
Total other governmental funds	<u>\$ 29</u>	<u>\$ 39</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (1)</u>	<u>\$ (1)</u>	<u>\$ 3</u>	<u>\$ 48</u>	<u>\$ 110</u>	<u>\$ 187</u>

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

\* Increase to fund balance was an increase to revenue and a decrease in expenses. The street department was unable to begin a street improvement project that was budgeted. Received a rebate check from Oncor for solar energy.

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

	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
<b>Revenues</b>										
Taxes	\$ 4,347	\$ 4,417	\$ 5,218	\$ 5,407	\$ 6,171	\$ 6,479	\$ 6,112	\$ 5,455	\$ 5,597	\$ 6,096
Licenses and permits	37	23	30	34	146	56	144	37	74	75
Intergovernmental	80	93	88	127	106	126	143	134	131	109
Charges for services	778	641	966	945	1,069	1,150	1,299	1,332	1,220	1,497
Fines and forfeitures	79	103	110	108	108	108	144	159	150	190
Interest	34	20	23	22	24	24	50	45	62	119
Contributions and donations	-	-	-	497	223	23	23	-	-	-
Miscellaneous	55	42	55	55	63	151	137	267	80	329
<b>Total Revenues</b>	<b>5,410</b>	<b>5,339</b>	<b>6,490</b>	<b>7,195</b>	<b>7,910</b>	<b>8,117</b>	<b>8,052</b>	<b>7,429</b>	<b>7,314</b>	<b>8,415</b>
<b>Expenditures</b>										
General government	1,118	1,446	1,474	1,438	1,731	1,826	2,310	2,158	2,358	2,205
Public safety	2,325	2,896	2,816	2,744	2,914	3,370	3,334	3,743	3,501	3,606
Public works	737	934	915	892	1,063	793	1,101	914	1,316	1,011
Culture and recreation	270	250	331	410	433	433	438	356	410	495
Capital outlay	708	362	302	806	639	512	745	537	997	175
Debt service	-	-	-	-	-	-	-	-	-	-
Principal	-	-	-	-	-	-	-	-	-	-
Interest	-	-	-	-	-	-	-	-	-	-
Other charges	-	-	-	-	-	-	-	-	-	-
<b>Total expenditures</b>	<b>5,158</b>	<b>5,888</b>	<b>5,838</b>	<b>6,290</b>	<b>6,780</b>	<b>6,934</b>	<b>7,928</b>	<b>7,708</b>	<b>8,582</b>	<b>7,492</b>
<b>Excess of revenues over (under) expenditures</b>	<b>252</b>	<b>(549)</b>	<b>652</b>	<b>905</b>	<b>1,130</b>	<b>1,183</b>	<b>124</b>	<b>(279)</b>	<b>(1,268)</b>	<b>923</b>

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

	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
<b>Other financing sources (uses)</b>										
Proceeds from sale of assets	8	(1)	(1)	-	5	22	9	-	35	1
Proceeds from insurance	-	-	-	-	-	-	-	169	62	10
Transfers in	-	-	-	-	-	246	-	-	-	-
Total other financing sources (uses)	8	(1)	(1)	-	5	268	9	169	97	11
Net change in fund balances	\$ 260	\$ (550)	\$ 651	\$ 905	\$ 1,135	\$ 1,451	\$ 133	\$ (110)	\$ (1,171)	\$ 934
Debt service as a percentage of noncapital expenditures	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	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)*

Fiscal Year	Property	Sales & Use	Occupancy	Franchise	Alcoholic Beverage	Total
2009	\$ 1,416	\$ 1,888	\$ 281	\$ 754	8	\$ 4,347
2010	1,500	1,952	260	700	6	4,418
2011	1,668	2,375	328	842	5	5,218
2012	1,761	2,512	371	758	5	5,407
2013	1,895	3,070	436	758	12	6,171
2014	1,961	3,256	433	817	12	6,479
2015	2,173	2,710	439	778	12	6,112
2016	2,349	2,000	353	743	10	5,455
2017	2,398	2,031	410	746	12	5,597
2018	2,438	2,376	495	763	25	6,097

**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 <sup>1</sup> as a Percentage of Actual Value
		Tax Exempt Real Property					
2009	\$ 294,652,169	\$ 4,949,824	\$	289,702,345	0.4038	\$ 289,702,345	101.71%
2010	336,212,168	10,236,424		325,975,744	0.4310	325,975,744	103.14%
2011	332,838,865	4,636,829		328,202,036	0.4445	328,202,036	101.41%
2012	343,818,578	1,696,835		342,121,743	0.4445	342,121,743	100.50%
2013	365,340,602	14,487,492		350,853,110	0.4445	350,853,110	104.13%
2014	385,179,707	4,232,603		380,947,104	0.4445	380,947,104	101.11%
2015	463,792,092	10,728,810		453,063,282	0.4387	453,063,282	102.37%
2016	472,053,602	8,833,423		463,220,179	0.4410	463,220,179	101.91%
2017	462,576,991	3,965,258		458,611,733	0.4410	458,611,733	100.86%
2018	463,732,398	4,209,905		459,522,493	0.4410	459,522,493	100.92%

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.

<sup>1</sup>Includes tax-exempt property.



**City of Snyder, Texas**  
**Property Tax Rates<sup>1</sup>**  
**Direct and Overlapping<sup>2</sup> 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			
	Debt				Debt				Debt				Debt					Debt			
	Operating	Service	Total		Operating	Service	Total		Operating	Service	Total		Operating	Service	Total			Operating	Service	Total	
2009	0.4038	0.000	0.4038		0.5910	0.0467	0.6377		1.0400	0.1240	1.1640		0.1520	0.0000	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	0.0000	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	0.0000	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	0.0000	0.1858		0.2100	0.0000	0.2100		2.3179
2013	0.4445	0.000	0.4445		0.2790	0.0346	0.3136		1.0400	0.1240	1.1640		0.1858	0.0000	0.1858		0.2064	0.0000	0.2064		2.3285
2014	0.4387	0.000	0.4387		0.2841	0.0287	0.3128		1.0400	0.1240	1.1640		0.2457	0.0000	0.2457		0.2064	0.0000	0.2064		2.3676
2015	0.4387	0.000	0.4387		0.2843	0.0357	0.3200		1.0400	0.1240	1.1640		0.3275	0.0000	0.3275		0.2538	0.0000	0.2538		2.5040
2016	0.4410	0.000	0.4410		0.3800	0.0000	0.3800		1.0400	0.1240	1.1640		0.3300	0.0000	0.3300		0.2803	0.0144	0.2947		2.6097
2017	0.4410	0.000	0.4410		0.3800	0.0000	0.3800		1.0400	0.1240	1.1640		0.3300	0.0000	0.3300		0.2774	0.0146	0.2920		2.6070
2018	0.4410	0.000	0.4410		0.3382	0.0816	0.4498		1.0400	0.0780	1.1180		0.3112	0.0000	0.3112		0.2788	0.0147	0.2935		2.6135

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

<sup>1</sup>Tax rate is per \$100 of taxable assessed value

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

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

**City of Snyder, Texas**  
**Principal Property Taxpayers**  
**Fiscal Year End 2018 and 2009**  
*(amounts expressed in thousands)*

	2018			2009			
	Taxpayer	Taxable Assessed Value	Rank	Percentage of Total Taxable Assessed Value	Taxable Assessed Value	Rank	Percentage of Total Taxable Assessed Value
	Wal-Mart Real Estate Bus	\$ 8,000	1	1.7%			
	Enterprise Fleet Management, Inc.	5,983	2	1.3%			
	Oncor Electric Delivery LLC	4,710	3	1.0%	\$ 3,302	5	1.2%
	Cudd Pumping Services	4,689	4	1.0%	3,666	4	1.3%
	Wal-Mart Stores Texas LP	4,263	5	0.9%	2,724	8	1.0%
	Sterling Mgm Co. of New Mexico	3,995	6	0.8%			
	Wilson Motors	3,710	7	0.8%			
	Baar, Michael LLC	3,670	8	0.8%			
	Baker Hughes Oilfield Solution	3,629	9	0.8%			
	BSNF Railway Company	3,627	10	0.8%			
	H I E Hotel LLC				4,556	1	1.6%
	Centrilift Baker Hughes				4,729	2	1.7%
	Weatherford Drilling				3,705	3	1.3%
	Spirit SPE US				3,059	6	1.1%
	Southwestern Bell				2,853	7	1.0%
	Basic Energy Service				2,370	9	0.8%
	Grimmett Bros. Inc.				2,336	10	0.8%
	Totals	\$ 46,276		9.9%	\$ 33,300		11.9%

Source: Scurry County Appraisal District

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

<b>Fiscal Year Ended</b>	<b>Total Tax Levy for Fiscal Year</b>	<b>Collections within the Fiscal Year of the Levy</b>		<b>Collections in Subsequent Years</b>		<b>Total Collections to Date</b>	
		<b>Amount</b>	<b>Percentage of Levy</b>	<b>Amount</b>	<b>Percentage of Levy</b>	<b>Amount</b>	<b>Percentage of Levy</b>
2009	\$ 1,383,865	\$ 1,347,968	97.41%	\$ 32,435		\$ 1,380,403	99.7%
2010	1,618,718	1,431,099	88.41%	184,371		1,615,470	99.8%
2011	1,719,293	1,569,380	91.28%	146,498		1,715,878	99.8%
2012	1,719,042	1,676,668	97.54%	37,941		1,714,609	99.7%
2013	1,822,737	1,781,214	97.72%	39,687		1,820,901	99.9%
2014	1,918,640	1,875,104	97.73%	33,010		1,908,114	99.5%
2015	2,150,281	2,102,723	97.79%	22,062		2,124,785	98.8%
2016	2,353,019	2,280,256	96.91%	66,962		2,347,218	99.8%
2017	2,380,231	2,245,243	94.33%	97,271		2,342,514	98.4%
2018	2,396,145	2,322,535	96.93%	-		2,322,535	96.9%

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

	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Construction	\$ 5,310	\$ 6,444	\$ 7,441	\$ 7,759	\$ 8,695	\$ 10,010	\$ 6,578	\$ 5,961	\$ 5,961	\$ 4,365
Mining/Quarrying/Oil & Gas Extraction	158,386	588,193	703,643	733,093	510,406	773,350	478,059	91,514	303,206	235,236
Manufacturing	7,407	85,262	13,818	16,898	21,513	19,919	15,337	9,502	15,572	12,845
Wholesale Trade	9,475	8,341	12,003	11,730	12,167	13,330	7,441	3,918	5,588	4,031
Transportation/Warehousing	251	70	123	56	130	35	14	13	-	-
Retail Trade	63,205	66,797	73,668	78,338	82,832	88,604	80,363	73,346	77,510	40,419
Information	3,279	3,292	3,765	4,005	4,315	4,737	4,805	4,765	4,418	2,519
Finance/Insurance	35	41	92	130	1,947	77	112	86	58	42
Real Estate/Rental/Leasing	4,458	4,215	5,096	6,508	8,336	8,664	3,717	1,731	1,731	920
Professional/Scientific/Technical Services	386	354	557	561	626	1,081	683	823	992	506
Admin/Support/Waste mgmt/Remediation Serv.	1,089	1,274	1,157	762	681	1,034	849	701	794	446
Educational Services	13	9	6	3	2	3	1	-	-	-
Health Care/Social Assistance	185	238	150	186	126	322	384	412	406	179
Arts/Entertainment/Recreation	216	120	109	308	431	432	329	275	247	136
Accommodation/Food Services	16,069	17,044	18,293	20,077	21,445	22,184	21,824	20,181	21,360	11,760
Other Services (except Public Administration)	6,819	7,934	8,717	9,535	9,692	9,758	8,825	7,960	8,114	4,506
<b>Total</b>	<b>\$ 276,583</b>	<b>\$ 789,628</b>	<b>\$ 848,638</b>	<b>\$ 889,949</b>	<b>\$ 683,344</b>	<b>\$ 953,540</b>	<b>\$ 629,321</b>	<b>\$ 221,188</b>	<b>\$ 445,957</b>	<b>\$ 317,910</b>
City direct sales tax	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%

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

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

Fiscal Year	Governmental Activities			Business-Type Activities			Total Primary Government	Percentage of Personal Income <sup>1</sup>	Per Capita <sup>1</sup>
	General Obligation Bonds	Capital Leases		Water Sewer Bonds	Capital Leases				
2009	-	-	\$	2,905	-	\$	2,905	1.62%	\$ 269
2010	-	-		5,812	-		5,812	2.59%	519
2011	-	-		5,063	-		5,063	2.25%	452
2012	-	-		4,304	2,985		7,289	2.68%	639
2013	-	-		3,514	2,945		6,459	2.38%	567
2014	-	-		12,172	2,778		14,950	5.60%	1,335
2015	-	-		11,678	2,606		14,284	5.28%	1,257
2016	-	-		11,268	2,430		13,698	4.81%	1,164
2017	-	-		10,853	2,248		13,101	4.61%	1,113
2018	-	-		10,429	2,061		12,490	4.56%	1,103

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

<sup>1</sup>See the Schedule of Demographic and Economic Statistics for personal income and population data. Details regarding the City's outstanding debt can be found in the notes section page 34.

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

<b>Fiscal Year</b>	<b>General Obligations Bonds</b>	<b>Percentage of Estimated Actual Taxable Value<sup>1</sup> of Property</b>	<b>Per Capita<sup>2</sup></b>
2009	-	0.00%	-
2010	-	0.00%	-
2011	-	0.00%	-
2012	-	0.00%	-
2013	-	0.00%	-
2014	-	0.00%	-
2015	-	0.00%	-
2016	-	0.00%	-
2017	-	0.00%	-
2018	-	0.00%	-

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

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

<sup>2</sup> 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, 2018**  
*(amounts expressed in thousands)*

<u>Governmental Unit</u>	<u>Debt Outstanding</u>	<u>Estimated Percentage Applicable<sup>1</sup></u>	<u>Estimated Share of Overlapping Debt</u>
Debt repaid with property taxes:			
City of Snyder direct debt	\$ -	100.00%	\$ -
Scurry County	12,610	24.32%	3,067
Scurry County JCD	11,560	24.32%	2,811
Snyder Independent School District	20,113	27.35%	5,501
Scurry County Hospital District	-	24.32%	-
<b>Total direct and overlapping debt</b>	<b>\$ 44,283</b>		<b>\$ 11,379</b>

**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.

<sup>1</sup>The 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)*

	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Debt Limit	\$ 35,020	\$ 34,645	\$ 33,748	\$ 34,552	\$ 36,534	\$ 38,518	\$ 46,679	\$ 47,205	\$ 46,258	\$ 46,373
Total net debt applicable to limit	-	-	-	-	-	-	-	-	-	-
Legal debt margin	\$ 35,020	\$ 34,645	\$ 33,748	\$ 34,552	\$ 36,534	\$ 38,518	\$ 46,679	\$ 47,205	\$ 46,258	\$ 46,373
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 2018**

Assessed Value	\$ 459,522
Add Back: exempt property	4,209
Total Assessed Value	<u>\$ 463,731</u>
Debt limit (10% of total assessed value)	46,373
Debt applicable to limit:	
General obligation bonds	-
Legal debt margin	<u>\$ 46,373</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**

Fiscal Year	Water & Sewer Revenue Bonds					
	Water & Sewer Charges and Other	Less: Operating Expenses	Net Available Revenue	Debt Service		Coverage
				Principal	Interest	
2009	\$ 4,320,129	\$ 3,473,424	\$ 846,705	\$ 640,000	\$ 137,786	1.09
2010	4,647,640	3,617,898	1,029,742	325,000	42,218	2.80
2011	5,399,028	4,055,157	1,343,871	755,000	188,560	1.42
2012	6,012,799	4,188,779	1,824,020	755,000	138,303	2.04
2013	5,957,620	4,780,613	1,177,007	785,000	116,281	1.31
2014	6,602,087	5,122,274	1,479,813	465,000	327,237	1.87
2015	6,625,686	5,296,161	1,329,525	485,000	408,948	1.49
2016	6,930,358	5,564,019	1,366,339	400,000	394,753	1.72
2017	7,211,379	5,208,371	2,003,008	405,000	383,564	2.54
2018	7,156,024	4,864,101	2,291,923	415,000	365,995	2.93

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	(in thousands)		Median Age	School Enrollment	Unemployment Rate
		Personal Income	Per Capita Personal Income			
2009	10,783	\$ 179,505	\$ 16,647	36.0	5,244	6.80%
2010	11,202	224,813	20,069	34.5	5,066	6.42%
2011	11,202	224,813	20,069	34.5	5,027	5.40%
2012	11,400	271,913	23,852	33.9	7,216	4.30%
2013	11,400	271,913	23,852	33.6	7,573	4.60%
2014	11,202	267,190	23,852	33.0	5,017	3.20%
2015	11,368	270,297	23,777	33.0	5,039	4.10%
2016	11,768	284,715	24,194	36.0	5,037	6.70%
2017	11,768	284,185	24,149	36.0	4,763	3.40%
2018	11,320	273,876	24,194	34.4	4,784	3.60%

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  
Principal Employers  
Fiscal Year End 2018 and 2009**

<b>2018</b>			
<u>Employer</u>	<u>Employees</u>	<u>Rank</u>	<u>Percentage of Total City Employment<sup>1</sup></u>
Snyder ISD	400	1	8.16%
Texas Department of Corrections	350	2	7.14%
Cogdell Memorial Hospital	280	3	5.71%
Kinder Morgan	250	4	5.10%
Patterson UTI	232	5	4.73%
Scurry County	170	6	3.47%
United Supermarkets	160	7	3.27%
Western Texas College	130	8	2.65%
Wal-Mart	127	9	2.59%
E.D. Walton	115	10	2.35%
<b>Total</b>	<b>2,214</b>		<b>37.01%</b>

<b>2009</b>			
<u>Employer</u>	<u>Employees</u>	<u>Rank</u>	<u>Percentage of Total City Employment</u>
Snyder ISD	349	1	2.12%
Texas Department of Corrections	339	2	2.06%
Kinder Morgan CO2 Co.	250	3	1.52%
Cogdell Memorial Hospital	220	4	1.34%
United Supermarket	200	5	1.22%
Scurry County	150	6	0.91%
BJ Services	150	7	0.91%
Walton Construction	130	8	0.79%
Western Texas College	120	9	0.73%
Key Energy Services	120	10	0.73%
<b>Total</b>	<b>2,028</b>		<b>12.34%</b>

Source: Texas Workforce Commission

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

	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
<b>GENERAL FUND</b>										
Administration	2	2	2	2	2	2	2	2	2	2
Finance	2	2	2	2	2	4	4	4	4	4
Planning & Zoning	2	2	2	2	2	3	3	3	3	3
Municipal Court	3	3	3	3	3	3	3	3	3	3
Accounting	3	3	3	2	2	0	0	0	0	0
Data Processing	2	2	2	2	1	1	1	1	1	1
City Sec./Records Management	2	2	2	0	0	2	2	2	2	2
Police	22	22	22	22	22	23	27	25	25	25
Animal Control	3	3	3	3	3	3	3	3	3	3
Fire	9	10	10	10	10	10	10	11	11	11
Street	4	4	4	4	4	4	5	6	6	6
<b>Total General Fund</b>	<b>52</b>	<b>53</b>	<b>53</b>	<b>52</b>	<b>51</b>	<b>55</b>	<b>60</b>	<b>60</b>	<b>60</b>	<b>60</b>
<b>WATER &amp; SEWER</b>										
Sanitary Sewer	2	2	2	2	2	2	2	2	2	2
Wastewater Treatment	5	5	5	5	5	5	3	3	3	3
Treatment - Water	5	5	5	5	5	5	6	6	6	6
Distribution - Water	2	2	2	2	2	2	3	2	2	2
Utility	7	7	7	6	6	6	6	6	6	6
<b>Total Water &amp; Sewer Fund</b>	<b>21</b>	<b>21</b>	<b>21</b>	<b>20</b>	<b>20</b>	<b>20</b>	<b>20</b>	<b>19</b>	<b>19</b>	<b>19</b>
<b>SANITATION</b>										
Sanitation/Collection	5	5	5	5	5	5	6	6	6	6
Sanitation/Landfill	6	6	6	6	6	6	5	5	5	5
<b>Total Sanitation Fund</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>
<b>INTERNAL SERVICE</b>										
Central Garage	1	1	1	1	1	1	1	1	1	1
<b>Total Central Garage</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>TOTAL</b>	<b>85</b>	<b>86</b>	<b>86</b>	<b>86</b>	<b>86</b>	<b>87</b>	<b>92</b>	<b>91</b>	<b>91</b>	<b>91</b>

Source: City of Snyder Human Resources Office

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

Function	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
<b>Police</b>										
Physical arrests	884	812	868	535	478	588	478	731	616	634
Traffic violations	5,180	6,157	4,829	6,434	5,601	5,299	4,949	3,781	2,050	1,572
<b>Fire</b>										
Number of calls answered	407	393	550	372	439	452	463	500	412	520
Inspections	149	115	87	63	113	72	77	153	56	51
Public Education Programs	-	-	-	-	-	-	21	25	28	10
Highways and streets										
Street resurfacing (blocks)	144			80	100	-	50	-	163	-
<b>Sanitation</b>										
Refuse collected (tons/day)	125	144	114	117	150	175	175	170	162	153
Recyclables collected (tons/mo)	30	20	29	27	27	24	25	20	21	21
<b>Water</b>										
New connections	1,192	1,033	1,156	1,325	1,510	1,561	1,723	1,736	1,882	2,000
Water mains breaks	37	55	82	33	25	48	80	32	18	25
Average daily consumption (millions of gallons)	2	2	2	2	2	2	2	2	2	2
<b>Wastewater</b>										
Average daily sewage treatment (thousands of gallons)	1,089	1,184	984	923	991	1,400	1,454	1,454	1,221	1,156

Sources: Various government departments.

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

<b>Function</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
Public Safety										
Police:										
Stations	1	1	1	1	1	1	1	1	1	1
Patrol units	19	20	21	21	21	21	22	22	22	22
Fire stations	1	1	1	1	1	1	1	1	1	1
Sanitation										
Collection trucks	6	6	6	6	6	6	6	6	6	6
Highways and streets										
Streets (miles)	111	111	111	111	111	111	111	111	111	111
Streetlights	1,180	1,180	1,177	1,177	1,177	1,177	1,177	1,177	1,177	1,177
Traffic signals										
(controlled by City)	-	-	-	-	-	-	-	-	-	-
Culture and recreation										
Parks acreage	126	126	126	126	126	126	126	126	126	126
Swimming pools	1	1	1	1	1	1	1	1	1	1
Water										
Water mains (miles)	91	91	91	91	91	91	91	91	91	91
Fire hydrants	331	334	424	424	424	424	424	424	424	424
Maximum daily capacity										
(thousands of gallons)	9,000	9,000	9,000	9,000	9,000	9,000	9,000	9,000	9,000	9,000
Sewer										
Sanitary sewers (miles)	87	87	87	87	87	87	87	87	87	87
Storm sewers (miles)	2	2	2	2	2	2	2	2	2	2
Maximum daily treatment capacity										
(thousands of gallons)	2,310	2,310	2,310	2,310	2,310	2,310	2,310	2,310	2,310	2,310

Sources: Various city departments.

## GLOSSARY

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

**ASSIGNED FUND BALANCE:** The portion of the net position of a governmental fund that reflects a government's intended use of resources

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

**UNRESTRICTED FUND BALANCE:** The difference between total fund balance in a governmental fund and its non-spendable and restricted components.

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